

Adopted Budget

Fiscal Year 2024-2025

Adopted June 17, 2024



Stillwater® OKLAHOMA
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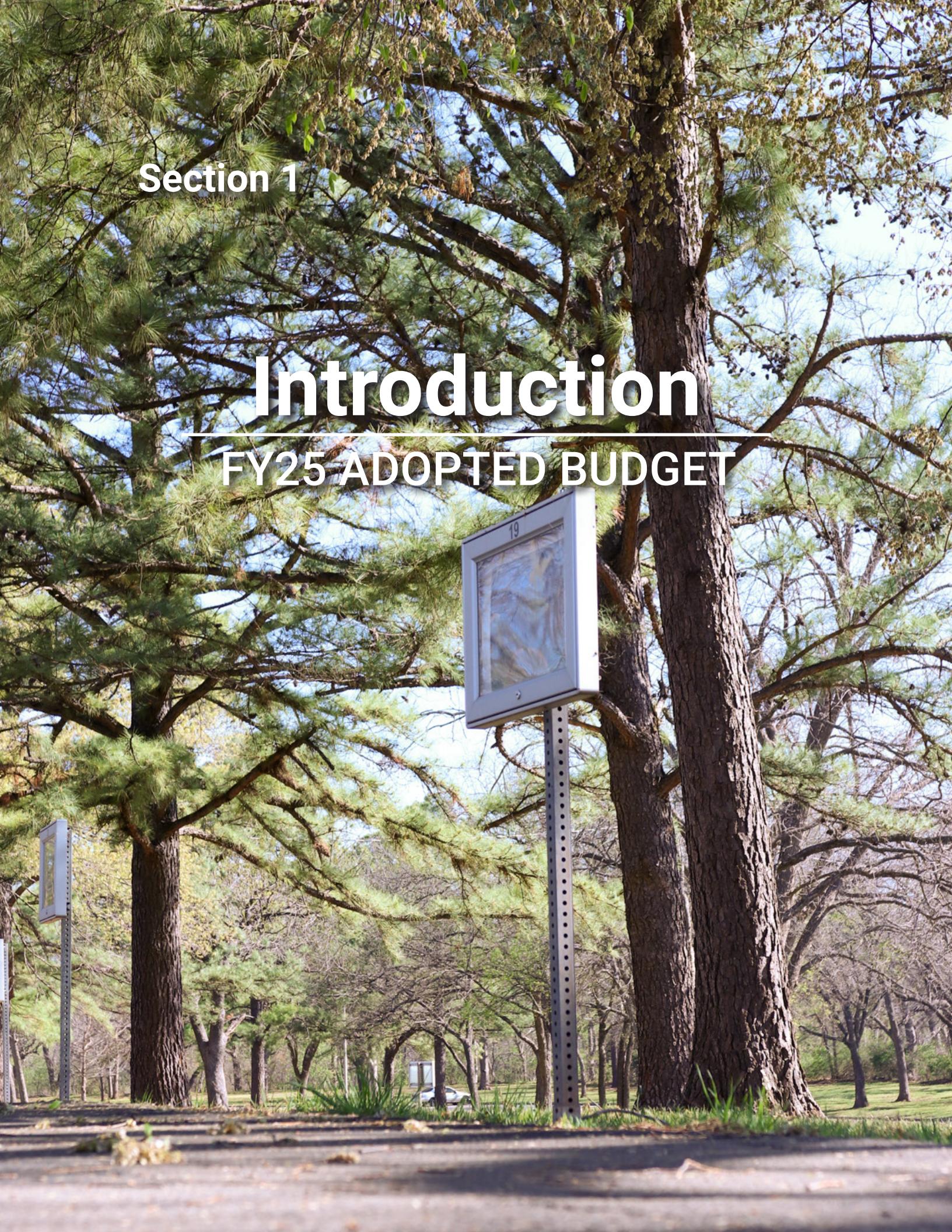
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A large pine tree with many branches and needles dominates the background. In the foreground, a tall, thin metal post supports a small, white, rectangular kiosk. The kiosk has a glass window and a small number '19' on top. The scene is set in a park-like area with other trees and a paved path.

Section 1

Introduction

FY25 ADOPTED BUDGET



Office of City Manager

723 S. Lewis Street/P.O. Box 1449
Stillwater, Oklahoma 74074-1449
Office: (405) 372-0025

June 17, 2024

Honorable Mayor and City Council
City of Stillwater
723 S Lewis Street
Stillwater, Oklahoma 74076

Dear Mayor and Council Members,

I am pleased to present to you the proposed budget for Fiscal Year 2024-2025 (FY25). The FY25 proposed budget funds the strategies and tactics needed to accomplish the priorities and objectives established by the City's Strategic Plan.

The proposed budget encompasses all funds of the City and includes the Stillwater Utilities Authority, Stillwater Economic Development Authority, and Stillwater Public Works Authority. Below is a summary of significant changes in the FY25 budget as compared to the adopted Fiscal Year 2023-2024 (FY24) budget for each major fund type.

General Fund

The FY25 proposed revenue budget for the General Fund is \$39,231,000 which represents an increase of \$2,299,390, (6.2%) from the FY24 adopted budget of \$36,931,610. This overall increase in the proposed revenue budget for FY25 is due to a general increase in sales tax (\$1,875,000) and use tax (\$500,000) collections based on collection trends.

The FY25 proposed expenditure budget for the General Fund is \$43,600,757 which represents an increase of \$7,272,619 (20.0%) from the FY24 adopted budget of \$36,328,138. The major changes in the FY25 budget as compared to the FY24 adopted budget are an increase for a minimum revenue guarantee with the commercial air service provider (\$2,600,000), an increase in personnel expenditures (\$3,700,000), and an increase in lease payments for two new fire trucks and a new computer fleet (\$225,000).

Sales Tax

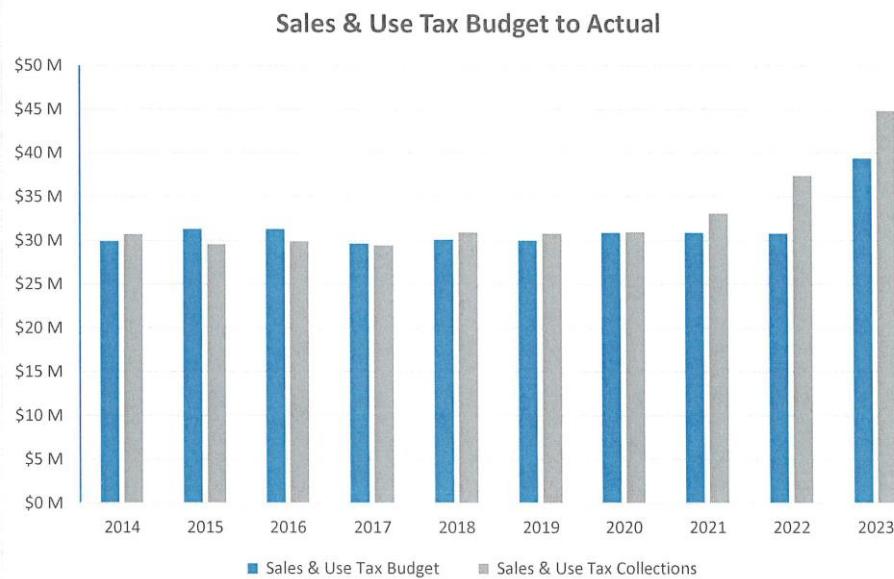
Sales tax is the largest funding source for the General Fund and Other Governmental Funds. When projecting sales tax, historical data is used which is then adjusted for current trends and

economic conditions. Sales tax projections for FY25 will increase from \$37,500,000 in FY24 to \$40,000,000 while use tax projections will increase from \$4,000,000 in FY24 to \$4,500,000.

With sales tax projections increasing in the FY25 budget, it was necessary to increase the transfers out of the General Fund for the sales taxes dedicated by the voters to the Stillwater Utilities Authority (SUA). In 1979, the voters dedicated one cent of the City's sales tax to the SUA. Included in the FY25 budget is a transfer from the General Fund to SUA of \$10,000,000 which is up from \$9,375,000 in the FY24 adopted budget.

In 2001, the voters dedicated a half-cent sales tax to transportation projects. That half-cent dedication was renewed by the voters in 2006 and 2016 and an additional half-cent was approved by the voters in February 2022 making the total sales tax dedicated to transportation projects a full penny. The sales tax for transportation projects is budgeted as revenue in the Transportation Sales Tax Fund and increased from \$9,375,000 in FY24 to \$10,000,000 in FY25.

The following chart shows the budgeted and actual sales & use tax collections from Fiscal Year 2013-2014 to Fiscal Year 2022-2023:



Other Governmental Funds

Other governmental funds include the Debt Service Fund, City Capital Fund, Self-insurance Fund, Visitor Tax Fund, Rural Fire Fund, Stormwater Fund, Transportation Sales Tax Fund, Transportation Fee Fund, General Fund Reserve Fund and several grant and donation funds. The expenditure budget increased from \$15,009,181 in FY24 to \$15,766,956 in FY25.

The revenue budget increased from \$13,360,000 in FY24 to \$16,771,000 in FY25. The major changes include:

- An increase of \$600,000 in stormwater fees due to a rate increase approved by City Council effective January 1, 2024.
- An increase of \$300,000 in Visitor Tax.
- An increase of \$200,000 in employee health insurance premiums.
- An increase of \$625,000 in sales tax dedicated to transportation projects.
- An increase of \$478,000 in ad valorem tax dedicated to repayment of General Obligation Bonds.
- An increase of \$1,225,000 in ad valorem tax increment dedicated to Tax Increment Financing (TIF) District #3 improvements in accordance with the Stillwater (re)Investment Plan.

Enterprise Funds

The Airport Fund is operated as an enterprise fund of the City. The revenue is projected to increase by \$500,000 due to an increase in fuel sales which is offset by an increase in fuel purchase expenditures. The expenditure budget for FY25 is \$5,218,139 which represents an increase of \$1,103,354 (26.8%) over the FY24 adopted budget of \$4,114,785. The major changes in the FY25 budget as compared to the FY24 adopted budget are increases in fuel purchases of \$500,000, payroll of \$185,000 and operating and maintenance expenses of \$400,000.

Stillwater Economic Development Authority

The proposed expenditure budget for the Stillwater Economic Development Authority (SEDA) for FY25 is \$3,550,342 which represents an increase of \$1,676,542 (89.5%) from the FY24 adopted budget of \$1,873,800. This increase is the result of an increase in appropriation of TIF District #3 funding in accordance with the Stillwater (Re)Investment Plan (a Stillwater Downtown/Campus Link Project Plan).

Stillwater Utilities Authority

The proposed FY25 Stillwater Utilities Authority (SUA) revenue budget of \$101,797,900 includes an increase in revenue of \$1,767,662 (1.8%) over the FY24 adopted budget of \$100,030,238. This overall increase in the proposed revenue budget for FY25 is largely due to the following:

- An increase of \$3,300,000 in water revenues and \$1,000,000 in wastewater revenues due to a new 5-year rate structure approved by the Trustees effective January 1, 2024.
- A decrease of \$2,700,000 in electric sales revenues. Although a new 5-year rate structure was approved by the Trustees effective January 1, 2024 for our electric base rate, the Storm Uri production cost adjustment (PCA) is set to expire mid-year in FY25 and the standard PCA is projected to decrease in FY25. The PCA is passed on to our customers to offset higher wholesale power costs billed to the SUA by the Grand River Dam Authority (GRDA).

The SUA's proposed expenditure budget for FY25 is \$76,637,131 which represents a decrease of \$46,932 (0.0%) over the FY24 adopted budget of \$76,684,063. The major changes in the FY25 budget as compared to the FY24 adopted budget are a decrease of \$2,500,000 in purchased power expenditures, an increase of \$800,000 in natural gas to fuel the Stillwater Energy Center, a decrease of \$500,000 in lease payments for Waste Management trucks, an increase of \$1,500,000 in debt payments for water and wastewater infrastructure improvements, and an increase of \$1,200,000 in personnel expenditures.

Transfers between Funds

Transfers between funds (in and out) for FY25 total \$53,323,449. This is a decrease of \$3,652,278 (6.4%) from the FY24 transfer total of \$56,975,727. The decrease is largely due to a change in accounting practice whereas the Transportation Sales Tax Fund receives the sales tax directly rather than receiving through a transfer from the General Fund (\$10,000,000), higher transfers from the Visitor Tax Fund to SEDA where administration of tourism development and visitor amenities occurs (\$625,000), higher transfers from Downtown/Campus Link TIF#3 Fund to SEDA for administration of the Stillwater (Re)Investment Plan (\$793,920), higher transfers into the Airport Fund from the General Fund due to higher operating costs (\$1,091,695), higher transfers of surplus revenues from the SUA to the General Fund (\$3,231,968) to fund general City services, and more transferred from the General Fund to the SUA (\$625,000) for dedicated sales taxes.

Acknowledgements

I would like to acknowledge the significant contributions and teamwork of all Department Heads, the Deputy City Manager, Assistant City Managers and the Finance Department in preparing the FY25 proposed budget. Once again, my special thanks extends to all City employees who have worked hard to provide quality services to our citizens and who are committed to the success of our great City.

Respectfully submitted,



Kimberly Meek
City Manager

Strategic Plan for 2023-2027

Adopted by Stillwater City Council September 11, 2023

Strategic Priority #1

EFFECTIVE SERVICES AND ACCOUNTABLE GOVERNMENT

Purpose: To provide effective services and accountable government by practicing fiscal responsibility, transparency and outstanding customer service.

Strategic Priority #2

MOTIVATED MANAGEMENT

Purpose: To serve with integrity and demonstrate proactive leadership, motivated management and smart planning skills needed to create a better community.

Strategic Priority #3

SAFE COMMUNITY

Purpose: To promote a safe and secure community for all residents through equitable services, enhanced relationships, and responsive care.

Strategic Priority #4

CONNECTED SPACES

Purpose: To develop a strong sense of place by providing opportunities and services, such as transportation, utilities and parks to best meet the needs of the public.

Strategic Priority #5

UNIQUE CULTURE

Purpose: To cultivate partnerships that enhance the spirit of Stillwater with equal access to services and amenities, strong and connected neighborhoods, and a thriving economy.

Strategic Priority #6

ENGAGED & INVESTED RESIDENTS

Purpose: To encourage participation and an understanding of government through outreach and inclusive initiatives that inspire trust and pride in local government.

CITY OF STILLWATER

FISCAL YEAR 2025 ADOPTED BUDGET

Financial Policies

INTRODUCTION

The City of Stillwater's financial policies, listed below, are used to set guidelines for the financial management of the City. These policies help to guide the City staff and City Council in overall fiscal planning and management. These policies should be considered during the budget process and whenever the community considers a major capital improvement proposal.

POLICIES

1. The City shall conduct its affairs in a fiscally responsible manner to ensure that it is able to pay its bills, balance its budget, accumulate funds to meet future anticipated needs, and continue to provide the traditional basic levels of service at the highest standards possible.
2. The accounting and management practices shall be in conformance with the professional standards outlined by the appropriate accounting boards.
3. City government's basic level of traditional services (police, fire, streets, parks, etc.) should be supported by stable, dependable revenue sources.
 - a. Cash balances should provide a reasonable reserve for emergencies and not be used to meet operating expenses. Reserve targets are identified as follows:
 - General Fund - \$11 million
 - Electric Utility - \$15 million
 - Water Utility - \$11 million
 - Waste Water Utility - \$7 million
 - Waste Management Utility - \$1 million
 - Self-insurance Fund - \$1 million
 - Airport Fund - \$3 million
 - b. On-going annual maintenance costs should be financed from recurring operating revenues rather than bonds.
 - c. Federal grants should not be used to finance operating costs.
4. Before any new program, service, or building project is approved, a complete analysis of the full cost to build/repair/remodel and to operate shall be determined. Also, revenue sources to be relied upon shall be evaluated to determine if the project or service can be sustained in future years. The ability of the project to survive a downturn in the economy should be assessed.

5. Before any new general obligation bond issues are proposed, all potential projects needed that fall under the state debt limit shall be considered and prioritized.
6. Use of any unobligated cash balance must have the approval of City Council.
7. Changes in the appropriations within a fund may be approved administratively by the City Manager, except changes in capital expenditures in excess of \$25,000 which require City Council approval.
8. Budgetary control procedures shall be maintained to ensure compliance with the budget and that expenses are charged to the appropriate accounts.

CITY OF STILLWATER

FISCAL YEAR 2025 BUDGET

Budget Overview

BUDGET OBJECTIVES

1. To provide a flexible working plan for operating the City in the coming year.
2. To convert the City's long- and short-term plans and policies into services and programs.
3. To establish the amount of revenue expected to be available, which sets limitations on the amount of **expenditures**¹ that can be supported.
4. To establish the costs of providing services and programs.
5. To set priorities to determine how the resources will be divided among the services and programs our citizens expect and need.
6. To provide a benchmark to which actual revenues and expenses can be compared.
7. To comply with the Oklahoma Municipal Budget Act, 11 O.S. Section 17-201 through 17-216 ("Municipal Budget Act").

BUDGET SCOPE

A legal budget is adopted annually and filed with the State Auditor and Inspector for all funds which includes but is not limited to:

- General Fund
- Special Revenue Funds
- Debt Service Fund
- Capital Project Funds
- Enterprise Funds
- Internal Service Funds

Fiduciary funds are not budgeted because, by their nature, they do not represent City spendable resources.

Public trust fund budgets are not considered legally adopted budgets. Rather, these are financial plans which are filed with the trust beneficiary. The budgets for public trusts are governed by 60 O.S. Section 176. The public trust authorities of the City include:

- Stillwater Utilities Authority (**SUA**)
- Stillwater Economic Development Authority (**SEDA**)
- Stillwater Public Works Authority (**SPWA**)

BUDGET RESPONSIBILITY

The City Manager is responsible for preparing the annual **fiscal year** budget and presenting the budget to the City Council at least 30 days prior to the start of the budget year. The budget shall

be in a format that complies with applicable budget laws and shall present estimated resources and proposed expenditures for each fund.

The City Council is responsible for reviewing and considering the budget submitted by the City Manager and shall conduct a budget public hearing as required by law. The City Council shall be responsible for adopting the annual fiscal year budget at least 7 days prior to the start of the fiscal year. City Council must adopt the budget before any **encumbrance** or **expenditure** is made in the new fiscal year.

FUND ACCOUNTING

The accounts of the City are organized on the basis of **funds** and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenue, and expenditures or expenses as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Each fund of the City shall be made of accounts for classifying revenues and expenditures. Revenues shall be classified by source. Expenditures shall be departmentalized within each fund and shall be classified into at least the following accounts:

- **Personal Services**
- **Materials and Supplies**
- **Other Services and Fees**
- **Capital Outlay**
- **Debt Service**
- **Fund Transfers**

BUDGETARY BASIS OF ACCOUNTING

The City budget, as adopted, is substantially consistent with generally accepted accounting principles with major differences being (1) certain liabilities, such as vacation and sick pay, are not accrued at year end for budget purposes; (2) depreciation is not budgeted as an expenditure in budgetary accounting; (3) capital outlay is an expenditure in budgetary accounting.

The City utilizes encumbrance accounting in all funds under which purchase orders, contracts, and other commitments for the expenditure of funds are recorded in order to reserve a portion of the applicable **appropriation**. This means that the available budget, at any time, is equal to appropriations less expenditures, less encumbrances.

In accordance with state law, encumbered appropriations may remain open to pay proper claims against said appropriations until September 30 of the following fiscal year. All unencumbered appropriations remaining at year end are considered lapsed except appropriations for capital projects and no new encumbrances or obligations may be created subsequent to year end.

against these lapsed appropriations. Appropriations for capital projects are carried forward until such time as the project is complete.

LEGAL LEVEL OF BUDGETARY CONTROL

The expenditure budget for City funds (excluding public trust authorities) shall constitute legal appropriations or spending limits in accordance with applicable state law. The legal level of control (level at which charges to appropriations may not legally exceed appropriations) is the **department** level within a fund.

The expenditure budget for public trust authorities shall constitute a financial plan and shall not be considered legal appropriations. Charges to these expenditure accounts will be monitored for financial planning purposes, not for legal compliance purposes.

BUDGET REVISION AND AMENDMENT RESPONSIBILITIES

Budget revisions are transfers of appropriations or expenditure budgets between object categories and accounts within a fund. Budget revisions may be made by the City Manager without City Council approval except when the revision is of a budgeted capital account in excess of \$25,000 which requires approval by the City Council¹.

Budget amendments are supplemental appropriations and fund decreases in appropriations. Budget amendments require approval of both the City Manager and City Council, and must be filed with the State Auditor and Inspector.

A formal record of budget revisions and amendments should be maintained in the records of the City Clerk and incorporated within the accounting records by City accounting staff.

BUDGET BALANCING POLICY

It is the City's policy to appropriate no more than the current year **estimated revenues**, including beginning unreserved **fund balance** and interfund transfers for each fund.

See related General Fund Transfer Policy as adopted in Resolution No. SUA-2016-5.

BUDGET PRIORITY

Essential services and those mandated by state or local legislation will receive first priority for funding. The City will attempt to maintain current service levels for all essential services. The City will identify low priority services for reduction or elimination, if necessary, before essential services.

¹ **Ordinance No. 2858**

ANNUAL EVALUATION OF REVENUE SUFFICIENCY AND PREPARATION OF REVENUE PROJECTIONS

As an integral part of the annual fiscal year budget process, City management and the City Council will evaluate the sufficiency of utility rates, taxes, and other revenues in meeting the appropriation and expenditure needs, including inflationary factors, of the City and its public trusts.

In particular, utility rates shall be evaluated and, if necessary, adjusted on an annual basis, after reviewing the cost of operations, capital needs, budgetary transfer requirements, competitor's pricing structures, and overall economic climate to ensure rates are set at levels which will, at a minimum, cover the cost of delivery of the related services, including depreciation. Because modest, more frequent rate adjustments are more manageable for households and businesses alike, modest, more frequent adjustments are to be emphasized. Keeping rates at a sufficient level each fiscal year will prevent the necessity of relatively larger, more sudden and dramatic adjustments in any one year.

The City and its public trusts operate under conservative budgetary practices. Revenue is estimated using historical data and is adjusted based on current trends and economic performance. Only revenues expected to be received in cash during the year or soon thereafter are included in revenue estimates.

BUDGET CALENDAR

The following process is required to adopt the annual budget:

- Prior to June 1, the City Manager submits to City Council a proposed operating budget for the fiscal year commencing the following July 1.
- A public hearing is held no later than fifteen days (June 15) prior to July 1.
 - Notice of the public hearing with the proposed budget summary is published in a newspaper not less than five days before the date of the hearing.
- After the public hearing and at least seven days (June 23) prior to July 1, the City Council adopts the budget by **resolution**.
- The adopted budget is filed with the State Auditor and Inspector within thirty days after the beginning of the fiscal year.

The actual formulation of the budget and budget document typically begins as early as January and ends in June with the final review and formal adoption of the Budget.

BUDGET DEVELOPMENT

Planning — The City Manager meets with City staff as needed throughout the budget process to analyze and resolve issues, discuss financial policies, and devise revenue and expenditure projections. The Department of Finance provides current year-end projections and revenue forecasts for the new budget year. The City Council holds a strategic planning session which

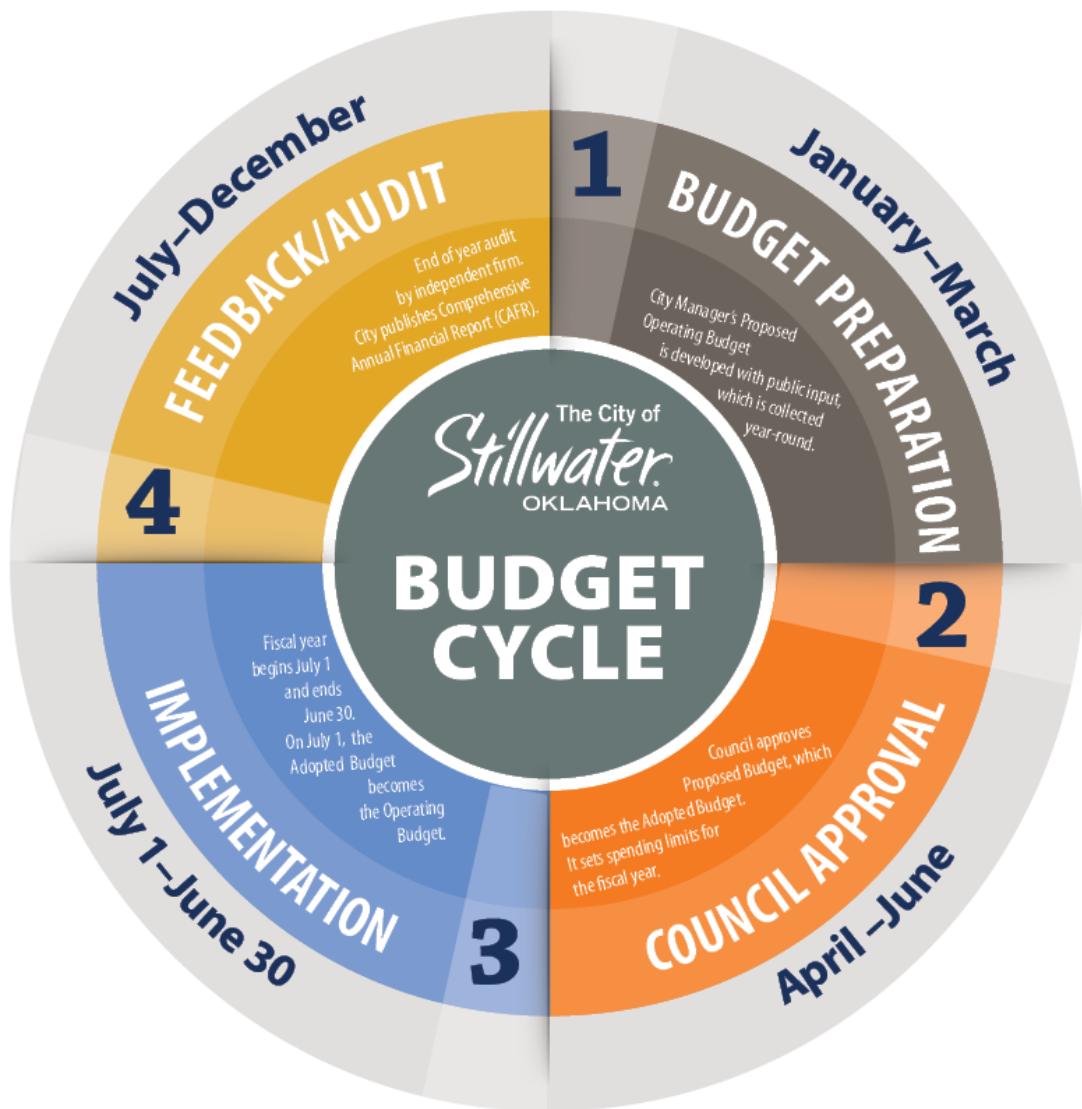
provides them the opportunity to give direction on the establishment of key budget objectives for the annual budget as well as longer-range budget and financial issues.

Department Budget Submittals — The City has adopted the zero-based budgeting philosophy of budget preparation. Department directors are charged with developing annual action plans to achieve departmental strategies. Budgets are built around the tactics used to complete the departmental strategies. Each department's budget submission is measured for reasonableness against a rolling three-year average of actual expenditures. Large increases must be justified and relate back to tactics used to achieve departmental strategies. Departments prepare and submit budget requests to the Finance Department. The budget requests are analyzed and summaries are prepared for review by the City Manager.

City Manager's Proposed Budget — The City Manager conducts budget review meetings and reviews budget submittals from each department. After final adjustments of revenue and expenditure estimates, the City Manager balances the budget. City Council conducts a series of meetings that are open to the public to discuss the proposed budget.

Public Hearing — A proposed budget summary and a notice of a public hearing on the proposed budget is published in the local newspaper.

Budget Adoption — After the public hearing is held, the budget is formally adopted by resolution and the final copy is filed with the State Auditor and Inspector and the City Clerk's office.



CITY OF STILLWATER
FISCAL YEAR 2025 ADOPTED BUDGET

City-wide Authorized Full Time Positions

Department	Fiscal Year 2025 Full Time	Fiscal Year 2024 Full Time
Funded Positions		
City Manager	7.0	7.0
Information Technology	12.0	12.0
Human Resources	5.0	5.0
Finance	12.0	12.0
Municipal Court	4.0	4.0
Communications	3.0	4.0
Community Development	10.0	13.0
Planning & Development	5.0	0.0
Engineering	19.0	22.0
Public Works	38.0	38.0
Community Resources	8.0	7.0
Police	130.0	131.0
Emergency Management	4.0	4.0
Fire	76.0	76.0
Library	14.0	14.0
Legal	4.0	4.0
Facilities Management	5.0	5.0
Stormwater Management	2.0	2.0
Airport	23.0	22.0
Electric	67.0	68.0
Environmental Services	1.0	1.0
Utility and Billing Services	19.0	19.0
Fleet	13.0	13.0
Water	51.0	45.0
Wastewater	26.0	27.0
Waste Management	30.0	31.0
Total Funded Positions	588.0	586.0

CITY OF STILLWATER
FISCAL YEAR 2025 ADOPTED BUDGET

Authorized Full Time Positions by Fund

Fund	Fiscal Year 2025 Full Time	Fiscal Year 2024 Full Time
Funded Positions		
General Fund	350.0	352.0
Stormwater Management	2.0	2.0
Airport	23.0	22.0
SUA	213.0	210.0
Total Funded Positions	588.0	586.0



Section 2

City of Stillwater

FY25 ADOPTED BUDGET

CITY OF STILLWATER, CITY OFFICIALS

Mayor and City Council



**Mayor
Will Joyce**



**Vice Mayor
Amy Dzialowski**



**Councilor
Kevin Clark**



**Councilor
Christie Hawkins**



**Councilor
Tim Hardin**

City Administration

City Manager - Kimberly Meek

City Attorney - Kimberly Carnley

Deputy City Manager - Brady Moore

Assistant City Manager/Human Resources Director - Christy Driskel

Assistant City Manager/Finance Director - Christy Cluck

Airport Director - Kellie Reed

City Clerk - Teresa Kadavy

Engineering Director - Candy Staring

Communications Director - Dawn Dodson

Community Development Director - Jeff Mathews

Community Resources Director - Barbara Bliss

Electric Utility Director - Loren Smith

Emergency Management Director - Rob Hill

Fire Chief - Terry Essary

Information Technology Director - Brad Stewart

Library Director - Stacy DeLano

Municipal Court Clerk - Lisa Burley

Acting Police Chief - Shannon Jordan

Public Works Director - Mark White

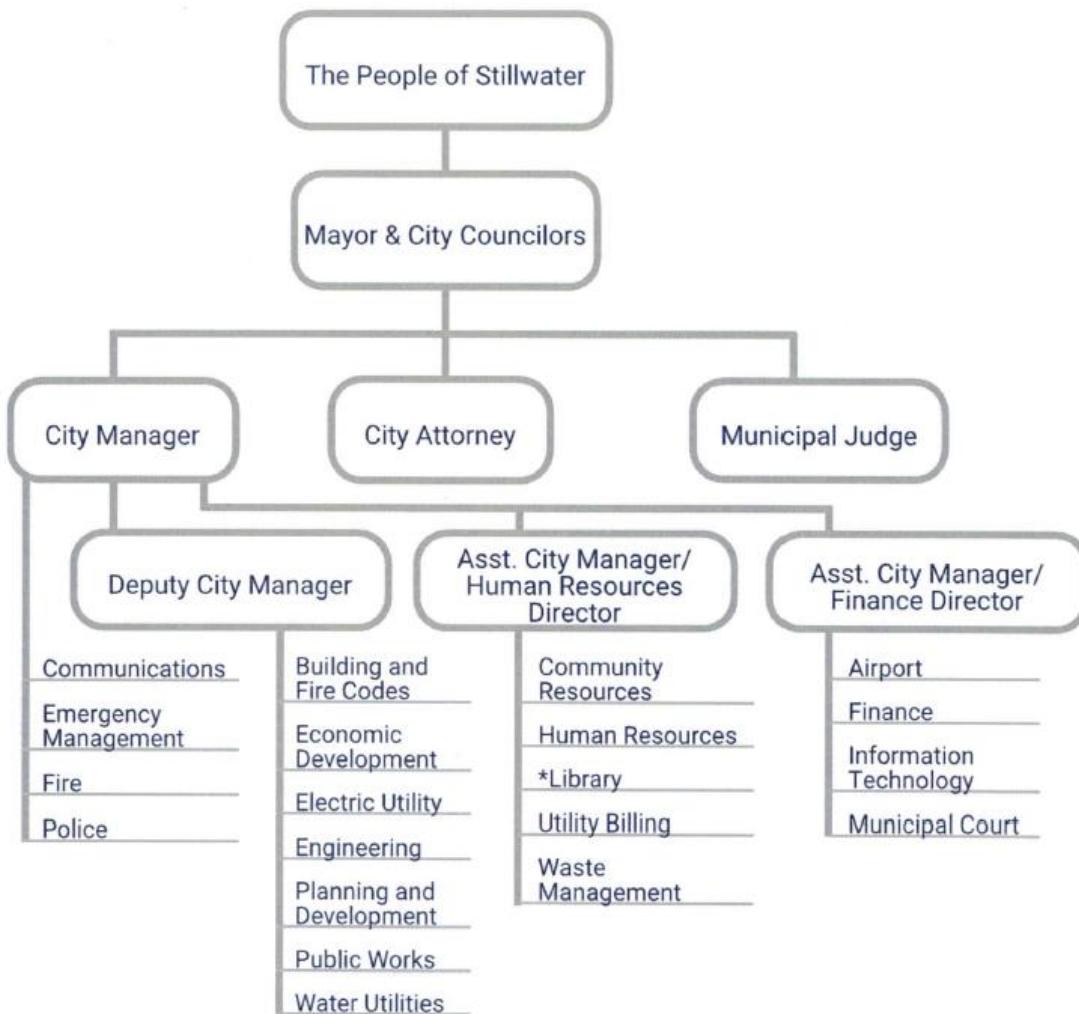
Utility and Billing Services Director - Dana Mattox

Waste Management Director - Matt Faulkner

Water Utilities Director - James Driskel



ORGANIZATION CHART — GENERAL GOVERNMENT



Approved as of April 2024


Kimberly Meek, City Manager

*As provided in Section 3-6 of the Stillwater City Charter, the Library Board has supervision and control of the public library including appointment of the Library Director and setting policies for the administration of the Library.

CITY OF STILLWATER
FISCAL YEAR 2025 ADOPTED BUDGET

Authorized Full Time Positions

Department	Fiscal Year 2025 Full Time	Fiscal Year 2024 Full Time
Funded Positions		
City Manager	7.0	7.0
Information Technology	12.0	12.0
Human Resources	5.0	5.0
Finance	12.0	12.0
Municipal Court	4.0	4.0
Communications	3.0	4.0
Community Development	10.0	13.0
Planning & Development	5.0	0.0
Engineering	13.0	16.0
Public Works	38.0	38.0
Community Resources	8.0	7.0
Police	130.0	131.0
Emergency Management	4.0	4.0
Fire	76.0	76.0
Library	14.0	14.0
Legal	4.0	4.0
Facilities Management	5.0	5.0
Stormwater Management	2.0	2.0
Airport	23.0	22.0
Total Funded Positions	375.0	376.0

RESOLUTION NO. CC-2024-17

**A RESOLUTION OF THE STILLWATER CITY COUNCIL ADOPTING
AN OPERATING BUDGET FOR THE FISCAL YEAR 2024-25.**

WHEREAS, the Oklahoma Municipal Budget Act, 11 O.S. § 17-201 *et. seq.* establishes procedures for adopting an annual municipal budget; and

WHEREAS, the requirements of said statutes have been met; and

WHEREAS, agreement has been reached relative to the estimated revenues, and necessary appropriations for the various accounts within various funds for the 2024-25 fiscal year; and

WHEREAS, such appropriations must be approved by resolution.

NOW, THEREFORE BE IT RESOLVED BY THE STILLWATER CITY COUNCIL:

Section 1. That the 2024-25 fiscal year operating budget be adopted in the amounts reflected in this resolution's Attachment A which lists expenditures by department and classifications as required by 11 O.S. § 17-213.

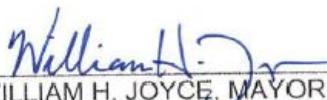
Section 2. That the resolution and a copy of the adopted budget be transmitted to the Oklahoma State Auditor and Inspector and one copy be transmitted to the Clerk of this municipality.

Section 3. That sinking fund requirements be filed with the Payne County Excise Board.

PASSED, APPROVED AND ADOPTED by the Stillwater City Council and SIGNED by the Mayor of the City of Stillwater, this 17th day of June, 2024.

CITY OF STILLWATER, OKLAHOMA




WILLIAM H. JOYCE, MAYOR

ATTEST:


TERESA KADAVY, CITY CLERK

APPROVED AS TO FORM AND LEGALITY on this 17th day of June, 2024.


KIMBERLY CARNLEY, CITY ATTORNEY

Attachment A
 City of Stillwater
 Budget for Fiscal Year 2025
 Stillwater, Oklahoma

	General Fund	General Fund Reserve	Debt Fund	City Capital Fund	Visitor Tax Fund	Rural Fire Fund	Grants Fund	Opioid Settlement Fund	CBES Grants Fund	Home Buyer's Assistance Fund	Special Ops Team Fund	Stormwater Fee Fund	Transportation Fee Fund	Park Donations Fund	Transportation Sales Tax Fund	General Obligation Bond Fund	Merry Main Street Fund	Bonnick Gym Fund	Self Insurance Fund	Tax Increment District Fund	Airport Fund	TOTAL
Resources and Transfers																						
Beginning Balance	\$0	\$11,464,428	\$198,665	\$3,256,115	\$303,560	\$418,702	\$2,246,072	\$137,729	\$137,729	\$137,729	\$137,729	\$137,729	\$137,729	\$137,729	\$137,729	\$137,729	\$137,729	\$137,729	\$137,729	\$137,729	\$137,729	
Salaries, Tax	30,000,000																					
Use Tax	4,500,000																					
Other Tax	2,202,000																					
Grants	50,000																					
Fines and Forfeits	63,000																					
Fees and Rental	437,000																					
Interest	680,000																					
Licenses & Permits	319,000																					
Other	409,000																					
Stormwater Fees																						
Indirect Cost Rimbursment	2,060,211																					
Transfers In	21,750,244																					
Total Resources and Transfers	63,083,2405																					
Expenditures and Transfers																						
City Manager																						
Personal Services	932,578																					
Materials & Supplies	3,000																					
Other Services & Fees	40,400																					
Capital																						
Debt																						
Communications																						
Personnel Services	333,679																					
Materials & Supplies	500																					
Other Services & Fees	200,000																					
Capital																						
Debt																						
Information Technology																						
Personnel Services	1,035,346																					
Materials & Supplies	43,100																					
Other Services & Fees	957,000																					
Capital																						
Debt																						
Human Resources	197,854																					
Personal Services	489,411																					
Materials & Supplies	3,400																					
Other Services & Fees	125,600																					
Capital																						
Debt																						
Finance																						
Personal Services	983,241																					
Materials & Supplies	23,500																					
Other Services & Fees	163,300																					
Capital																						
Municipal Court																						
Personnel Services	315,544																					
Materials & Supplies	3900																					
Other Services & Fees	17,000																					
Capital																						
Debt																						
Community Development	1,197,337																					
Personal Services	20,750																					
Materials & Supplies	94,550																					
Other Services & Fees																						
Capital																						
Debt																						
City Engineering																						
Personal Services	736,269																					
Materials & Supplies	23,850																					
Other Services & Fees	153,150																					
Capital																						
Debt																						
Public Works																						
Personal Services	2,543,207																					
Materials & Supplies	461,040																					
Other Services & Fees	493,560																					
Capital																						
Debt																						

Attachment A
 City of Stillwater
 Budget for Fiscal Year 2025
 Stillwater, Oklahoma

	General Fund	General Fund Reserve	Debt Service Fund	City Capital Fund	Visitor Tax Fund	Rural Fire Fund	Grants Fund	Opioid Settlement Fund	CBIG Grants Fund	Home Buyer's Assistance Fund	Special Ops Team Fund	Stormwater Management Fund	Transportation Fund	Park Donations Fund	Transportation Sales Tax Fund	General Obligation Bond Fund	Merry Main Street Fund	G.M. Koch Donation Fund	Self Insurance Fund	Tax Increment District #3	Airport Fund	Total
Community Resources																					0	
Personnel Services	73,050																				733,050	
Materials & Supplies	9,284																				90,284	
Other Services & Fees	318,783																				918,783	
Capital																					0	
Debt																					0	
Police																					0	
Personnel Services	11,551,914																				11,551,914	
Materials & Supplies	689,005																				689,005	
Other Services & Fees	303,475																				303,475	
Capital																					0	
Emergency Management																					0	
Personnel Services	331,060																				331,060	
Materials & Supplies	2,850																				2,850	
Other Services & Fees	8,150																				8,150	
Capital																					0	
Debt																					1,355,000	
Fire																					0	
Personnel Services	8,07,974																				8,088,119	
Materials & Supplies	206,550																				206,550	
Other Services & Fees	28,450																				30,850	
Capital																					0	
Debt																					1,184,752	
Library																					0	
Personnel Services	1,080,392																				1,080,392	
Materials & Supplies	106,850																				106,850	
Other Services & Fees	108,150																				108,150	
Capital																					0	
Debt																					0	
Legal																					0	
Personnel Services	56,713																				56,713	
Materials & Supplies	2,850																				24,850	
Other Services & Fees	22,350																				22,350	
Capital																					0	
General Government																					0	
Personnel Services	1,398,626																				1,398,626	
Materials & Supplies	1,650																				1,650	
Other Services & Fees	3,471,000																				3,471,000	
Capital																					0	
Debt																					0	
Stormwater																					0	
Personnel Services																					0	
Materials & Supplies																					0	
Other Services & Fees																					0	
Capital																					0	
Debt																					0	
Airport																					0	
Indirect Cost																					0	
Transfer Out																					0	
Total Expenditures and Transfers	63,082,405	0	1,024,392	1,355,000	1,600,000	95,145	0	0	0	75,000	0	352,219	0	0	0	0	0	0	12,937,000	1,745,000	5,947,542	
E Ending Balance	\$0	\$11,591,428	\$20,073	\$1,911,315	\$309,560	\$484,557	\$2,346,072	\$197,279	\$0	\$965	\$842,605	\$510,229	\$0	\$2,084,057	\$195,351	\$454	\$51,339	\$454	\$51,622	\$99,856	\$44,625,314	
Restricted/Internal Designated	\$0	\$11,591,428	\$20,073	\$1,911,315	\$309,560	\$484,557	\$2,346,072	\$197,279	\$0	\$965	\$842,605	\$510,229	\$0	\$2,084,057	\$195,351	\$454	\$51,339	\$454	\$51,622	\$99,856	\$44,625,314	
Unrestricted	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Total	\$0	\$11,591,428	\$20,073	\$1,911,315	\$309,560	\$484,557	\$2,346,072	\$197,279	\$0	\$965	\$842,605	\$510,229	\$0	\$2,084,057	\$195,351	\$454	\$51,339	\$454	\$51,622	\$99,856	\$44,625,314	

FINANCIAL SUMMARY

General Fund
Special Revenue Funds
Debt Service Fund
Capital Project Funds
Enterprise Funds
Internal Service Funds

FUND DESCRIPTION

GENERAL FUND

The General Fund is the primary operating fund of the City. All general tax revenues and other receipts not allocated by law or some other contractual agreement to other funds are accounted for in the General Fund. The principal sources of revenue for this fund include sales tax and franchise taxes, licenses and permits, fines and forfeitures, and fees. Of the 4.0% sales tax received, 2.0% is unrestricted and recorded as revenue in the General Fund, 1.0% is dedicated to and recorded as revenue in the Transportation Sales Tax Fund, and 1.0% is dedicated to and transferred to the Stillwater Utilities Authority. Expenditures include general administration, public safety, street and facility maintenance, parks and recreation, library, and development services.

CITY OF STILLWATER
FISCAL YEAR 2025 GENERAL FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Sales Tax	39,918,714	37,500,000	39,000,000	30,000,000
Use Tax	4,948,567	4,000,000	5,000,000	4,500,000
Other Tax	2,316,794	2,130,000	2,130,000	2,202,000
Grants	584,921	50,000	460,722	50,000
Fines and Forfeitures	686,027	661,000	661,000	634,000
Fees and Rentals	504,631	475,610	475,610	437,000
Interest	128,005	166,000	166,000	680,000
Licenses and Permits	319,506	305,000	305,000	319,000
Indirect Revenue	1,489,659	1,439,659	1,439,659	2,060,621
Other	705,015	1,016,000	1,586,225	409,000
Subtotal - Revenues	51,601,839	47,743,269	51,224,216	41,291,621
Transfers In				
Stillwater Utilities Authority	14,542,641	18,558,816	18,558,816	21,790,784
Subtotal - Transfers In	14,542,641	18,558,816	18,558,816	21,790,784
Other Resources				
Restricted/Designated Prior Year Fund Balance	0	0	0	0
Unrestricted/Undesignated Prior Year Fund Balance	7,986,737	0	6,132,408	0
Subtotal - Other Resources	7,986,737	0	6,132,408	0
TOTAL ESTIMATED SOURCES OF FUNDS	74,131,217	66,302,085	75,915,440	63,082,405

ESTIMATED USES OF FUNDS:

Direct Costs by Function				
City Manager	1,041,596	786,561	742,613	975,978
Communications	476,235	576,420	595,274	538,679
Community Development	1,035,926	988,295	1,489,234	784,149
Planning and Development	0	0	0	528,688
Community Resources	1,472,769	1,457,567	1,634,454	1,742,117
Emergency Management	415,613	390,964	429,265	445,060
Engineering	1,196,702	867,002	954,632	919,269
Facilities Maintenance	479,132	415,751	520,968	429,279
Finance	1,058,577	1,043,337	1,220,300	1,175,041
Fire	9,249,721	8,649,496	9,172,157	8,893,449
General Government	551,154	1,775,006	5,834,849	4,876,226
Human Resources	593,901	551,196	582,197	566,411
Information Technology	1,948,954	1,910,903	1,971,146	2,285,100
Legal	751,160	766,364	917,474	817,713
Library	1,689,007	1,258,977	1,473,291	1,295,392
Municipal Court	312,427	308,795	329,638	326,854
Police	14,642,028	12,941,942	14,276,263	13,932,424
Public Works	2,944,105	3,079,221	3,104,774	3,068,928
Subtotal - Direct Costs by Function	39,859,006	37,767,797	45,248,529	43,600,757
Transfers Out				
Airport Fund	839,833	1,042,462	1,042,462	2,134,157
Homebuyers Assistance Fund	74,749	74,907	74,907	74,307
CDBG	222,500	0	0	2,542
Park Donation Fund	66,371	0	0	0
Self Insurance Fund	1,795,814	7,793,576	7,793,576	6,441,675
Stillwater Economic Development Authority	974,680	873,343	885,343	828,967
Stillwater Utilities Authority	9,979,678	9,375,000	9,750,000	10,000,000
Transportation Sales Tax Fund	9,979,678	9,375,000	9,750,000	0
City Capital Fund	4,151,028	0	995,520	0
Subtotal - Transfers Out	28,084,331	28,534,288	30,291,808	19,481,648
TOTAL ESTIMATED USES OF FUNDS	67,943,337	66,302,085	75,540,337	63,082,405

CITY OF STILLWATER

FISCAL YEAR 2025 GENERAL FUND DEPARTMENTAL DETAIL

DEPARTMENT: CITY MANAGER

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	1,005,147	762,196	692,048	932,578
Materials and Supplies	1,835	2,900	13,565	3,000
Other Services and Charges	34,614	21,465	37,000	40,400
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	1,041,596	786,561	742,613	975,978

DEPARTMENT: COMMUNICATIONS

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	290,304	346,520	365,374	333,679
Materials and Supplies	1,465	5,000	11,300	5,000
Other Services and Charges	184,466	224,900	218,600	200,000
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	476,235	576,420	595,274	538,679

CITY OF STILLWATER

FISCAL YEAR 2025 GENERAL FUND DEPARTMENTAL DETAIL

DEPARTMENT: COMMUNITY DEVELOPMENT

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	988,262	876,345	877,284	722,099
Materials and Supplies	14,917	21,150	20,650	18,100
Other Services and Charges	24,596	90,800	91,300	43,950
Capital Outlay	8,151	0	500,000	0
Debt Service	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	1,035,926	988,295	1,489,234	784,149

DEPARTMENT: PLANNING AND DEVELOPMENT

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	475,738
Materials and Supplies	0	0	0	2,650
Other Services and Charges	0	0	0	50,300
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	0	0	0	528,688

CITY OF STILLWATER

FISCAL YEAR 2025 GENERAL FUND DEPARTMENTAL DETAIL

DEPARTMENT: COMMUNITY RESOURCES

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	627,586	598,240	669,089	733,050
Materials and Supplies	42,582	74,354	95,342	90,284
Other Services and Charges	788,827	784,973	830,023	918,783
Capital Outlay	13,774	0	40,000	0
Debt Service	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	1,472,769	1,457,567	1,634,454	1,742,117

DEPARTMENT: EMERGENCY MANAGEMENT

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	341,542	294,514	324,084	331,060
Materials and Supplies	21,645	27,950	29,631	27,850
Other Services and Charges	52,426	68,500	75,550	86,150
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	415,613	390,964	429,265	445,060

CITY OF STILLWATER

FISCAL YEAR 2025 GENERAL FUND DEPARTMENTAL DETAIL

DEPARTMENT: ENGINEERING

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	596,441	790,902	835,901	736,269
Materials and Supplies	20,458	23,700	27,600	29,850
Other Services and Charges	51,933	52,400	63,540	153,150
Capital Outlay	527,870	0	27,591	0
Debt Service	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	1,196,702	867,002	954,632	919,269

DEPARTMENT: FACILITIES MANAGEMENT

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	339,725	266,611	277,265	280,139
Materials and Supplies	33,511	27,190	39,593	27,190
Other Services and Charges	105,896	121,950	204,110	121,950
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	479,132	415,751	520,968	429,279

CITY OF STILLWATER

FISCAL YEAR 2025 GENERAL FUND DEPARTMENTAL DETAIL

DEPARTMENT: FINANCE

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	862,365	846,747	996,643	983,241
Materials and Supplies	23,921	20,700	27,817	23,500
Other Services and Charges	172,291	175,890	195,840	168,300
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	1,058,577	1,043,337	1,220,300	1,175,041

DEPARTMENT: FIRE

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	8,778,325	7,865,294	8,045,600	8,077,974
Materials and Supplies	230,360	203,550	242,716	206,550
Other Services and Charges	234,655	282,800	525,271	283,450
Capital Outlay	6,381	0	60,718	0
Debt Service	0	297,852	297,852	325,475
TOTAL ESTIMATED USES OF FUNDS	9,249,721	8,649,496	9,172,157	8,893,449

CITY OF STILLWATER

FISCAL YEAR 2025 GENERAL FUND DEPARTMENTAL DETAIL

DEPARTMENT: GENERAL GOVERNMENT

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	9,247	11,626	64,737	1,399,626
Materials and Supplies	8,109	6,170	23,520	4,600
Other Services and Charges	533,798	1,757,210	5,746,592	3,472,000
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	551,154	1,775,006	5,834,849	4,876,226

DEPARTMENT: HUMAN RESOURCES

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	493,461	422,646	453,647	430,411
Materials and Supplies	8,986	10,400	10,400	9,400
Other Services and Charges	91,454	118,150	118,150	126,600
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	593,901	551,196	582,197	566,411

CITY OF STILLWATER

FISCAL YEAR 2025 GENERAL FUND DEPARTMENTAL DETAIL

DEPARTMENT: INFORMATION TECHNOLOGY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	1,146,575	1,025,948	1,073,515	1,086,246
Materials and Supplies	75,335	63,455	50,856	43,400
Other Services and Charges	727,044	821,500	846,775	957,600
Capital Outlay	0	0	0	0
Debt Service	0	0	0	197,854
TOTAL ESTIMATED USES OF FUNDS	1,948,954	1,910,903	1,971,146	2,285,100

DEPARTMENT: LEGAL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	604,062	520,864	607,931	567,713
Materials and Supplies	21,489	17,500	32,793	24,650
Other Services and Charges	125,609	228,000	276,750	225,350
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	751,160	766,364	917,474	817,713

CITY OF STILLWATER

FISCAL YEAR 2025 GENERAL FUND DEPARTMENTAL DETAIL

DEPARTMENT: LIBRARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	1,186,231	1,044,509	1,074,831	1,080,392
Materials and Supplies	113,487	109,850	110,040	106,850
Other Services and Charges	389,289	104,618	288,420	108,150
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	1,689,007	1,258,977	1,473,291	1,295,392

DEPARTMENT: MUNICIPAL COURT

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	305,266	302,005	322,848	315,454
Materials and Supplies	5,003	3,925	3,925	3,900
Other Services and Charges	2,158	2,865	2,865	7,500
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	312,427	308,795	329,638	326,854

CITY OF STILLWATER

FISCAL YEAR 2025 GENERAL FUND DEPARTMENTAL DETAIL

DEPARTMENT: POLICE

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	13,457,571	11,981,567	12,520,062	12,951,924
Materials and Supplies	756,899	668,025	617,631	680,025
Other Services and Charges	427,558	292,350	334,979	300,475
Capital Outlay	0	0	803,591	0
Debt Service	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	14,642,028	12,941,942	14,276,263	13,932,424

DEPARTMENT: PUBLIC WORKS

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	2,106,207	2,146,521	2,027,573	2,263,068
Materials and Supplies	520,829	458,050	456,850	433,850
Other Services and Charges	317,069	474,650	620,351	372,010
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	2,944,105	3,079,221	3,104,774	3,068,928

CITY OF STILLWATER

FISCAL YEAR 2025 GENERAL FUND DEPARTMENTAL DETAIL

DEPARTMENT DETAIL

TOTAL

	Prior Year	Current Year	Current Year	Proposed
	Actual	Adopted	Revised	Budget
	FY23	FY24	FY24	FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	33,138,317	30,103,055	31,228,432	33,700,661
Materials and Supplies	1,900,831	1,743,869	1,814,229	1,740,649
Other Services and Charges	4,263,682	5,623,021	10,476,116	7,636,118
Capital Outlay	556,176	0	1,431,900	0
Debt Service	0	297,852	297,852	523,329
Transfers Out	28,084,331	28,534,288	30,291,809	19,481,648
TOTAL ESTIMATED USES OF FUNDS	67,943,337	66,302,085	75,540,338	63,082,405

FUND DESCRIPTION

SPECIAL REVENUE FUNDS

Other Governmental Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

- **GENERAL FUND RESERVE** — accounts for reserve funds of the City's General Fund
- **VISTOR TAX FUND** — budgets and accounts for hotel/motel tax. Funds are used to encourage, promote and foster conventions, conferences and tourism development in the City.
- **RURAL FIRE FUND** — budgets and accounts for rural fire subscription fees and expenditures related to fire protection.
- **GRANTS FUND** — budgets and accounts for grant receipts and expenditures
- **SPECIAL OPERATIONS TEAM FUND** — budgets and accounts for the receipt and expenditure of donation funds to support the operation of the Stillwater Police Department's Special Operations Team.
- **HOME BUYER'S ASSISTANCE FUND** — budgets and accounts for specific revenues and expenditures related to the City's Home Buyer's Assistance Program.
- **STORMWATER MANAGEMENT FUND** — budgets and accounts for stormwater fee revenues and expenditures related to the maintenance and improvements of the drainage system.
- **TRANSPORTATION FEE FUND** — budgets and accounts for transportation fee revenues and expenditures related to enhancements to the City's transportation system.
- **PARK DONATIONS FUND** — budgets and accounts for donations and expenditures pertaining to park improvements.
- **OPIOID SETTLEMENT FUND** — budgets and accounts for specific revenues and expenditures related to opioid settlement payments.
- **MERRY MAIN STREET FUND** — budgets and accounts for specific revenues and expenditures pertaining to the annual Merry Main Street special event.

- **GALIE MAY KOCH DONATION FUND** — budgets and accounts for specific revenues and expenditures pertaining to a donation to the police department.
- **BOSTICK GYM FUND** — budgets and accounts for specific revenues and expenditures pertaining to a donation to the police department.
- **CDBG GRANTS FUND** — budgets and accounts for grant revenues and expenditures under the Federal Community Development Block Grant Entitlements Program for community development.
- **TAX INCREMENT FINANCING (TIF) DISTRICT #3 FUND** — budgets and accounts for funds used for improvements in the downtown/campus link project area as defined in Ordinance No. 3407. Funding is provided by incremental ad-valorem and sales tax revenue.

CITY OF STILLWATER

FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET SUMMARY

GENERAL FUND RESERVE

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Interest	(183,371)	200,000	200,000	127,000
Subtotal - Revenues	(183,371)	200,000	200,000	127,000
Other Resources				
Restricted/Designated Prior Year Fund Balance	11,927,800	1,192,780	11,744,428	11,464,428
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	11,927,800	1,192,780	11,744,428	11,464,428
TOTAL ESTIMATED SOURCES OF FUNDS	11,744,429	1,392,780	11,944,428	11,591,428
ESTIMATED USES OF FUNDS:				
Transfers Out				
City Capital Fund	0	0	480,000	0
Subtotal - Transfers Out	0	0	480,000	0
TOTAL ESTIMATED USES OF FUNDS	0	0	480,000	0

CITY OF STILLWATER

FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET DETAIL

GENERAL FUND RESERVE

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Transfers Out	0	0	480,000	0
TOTAL ESTIMATED USES OF FUNDS	0	0	480,000	0

CITY OF STILLWATER

FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET SUMMARY

VISITOR TAX FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Visitor Tax	1,721,176	1,300,000	1,300,000	1,600,000
Interest	13,199	0	0	0
Subtotal - Revenues	1,734,376	1,300,000	1,300,000	1,600,000
Other Resources				
Restricted/Designated Prior Year Fund Balance	548,241	938,241	1,307,616	309,560
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	548,241	938,241	1,307,616	309,560
TOTAL ESTIMATED SOURCES OF FUNDS	2,282,617	2,238,241	2,607,616	1,909,560
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
General Government	0	0	0	0
Subtotal - Direct Costs by Function	0	0	0	0
Transfers Out				
Transfers Out	975,000	975,000	2,298,056	1,600,000
Subtotal - Transfers Out	975,000	975,000	2,298,056	1,600,000
TOTAL ESTIMATED USES OF FUNDS	975,000	975,000	2,298,056	1,600,000

CITY OF STILLWATER

FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET DETAIL

VISITOR TAX FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Transfers Out	975,000	975,000	2,298,056	1,600,000
TOTAL ESTIMATED USES OF FUNDS	975,000	975,000	2,298,056	1,600,000

CITY OF STILLWATER**FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET SUMMARY****RURAL FIRE FUND**

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Rural Fire Fees	135,250	137,000	137,000	141,000
Interest	9,895	0	0	0
Subtotal - Revenues	145,145	137,000	137,000	141,000
Other Resources				
Restricted/Designated Prior Year Fund Balance	465,147	251,175	475,415	418,702
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	465,147	251,175	475,415	418,702
TOTAL ESTIMATED SOURCES OF FUNDS	610,292	388,175	612,415	559,702
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Fire	134,877	92,845	193,713	95,145
Subtotal - Direct Costs by Function	134,877	92,845	193,713	95,145
TOTAL ESTIMATED USES OF FUNDS	134,877	92,845	193,713	95,145

CITY OF STILLWATER

FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET DETAIL

RURAL FIRE FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	6,504	10,145	10,145	10,145
Materials and Supplies	37,684	57,200	57,200	59,500
Other Services and Charges	59,189	25,500	49,368	25,500
Capital Outlay	31,500	0	77,000	0
Debt Service	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	134,877	92,845	193,713	95,145

CITY OF STILLWATER
FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET SUMMARY

GRANTS FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Grants	624,586	0	0	0
Subtotal - Revenues	624,586	0	0	0
Other Resources				
Restricted/Designated Prior Year Fund Balance	0	4,392,494	8,202,044	2,346,072
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	0	4,392,494	8,202,044	2,346,072
TOTAL ESTIMATED SOURCES OF FUNDS	624,586	4,392,494	8,202,044	2,346,072
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Water Utility	624,586	0	5,855,972	0
Subtotal - Direct Costs by Function	624,586	0	5,855,972	0
TOTAL ESTIMATED USES OF FUNDS	624,586	0	5,855,972	0

CITY OF STILLWATER

FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET DETAIL

GRANTS FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	624,586	0	5,855,972	0
Debt Service	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	624,586	0	5,855,972	0

CITY OF STILLWATER
FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET SUMMARY

SPECIAL OPERATIONS TEAM FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Donations	0	0	0	0
Interest	19	0	0	0
Subtotal - Revenues	19	0	0	0
Other Resources				
Restricted/Designated Prior Year Fund Balance	887	0	905	905
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	887	0	905	905
TOTAL ESTIMATED SOURCES OF FUNDS	906	0	905	905
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Police	0	0	0	0
Subtotal - Direct Costs by Function	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	0	0	0	0

CITY OF STILLWATER

FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET DETAIL

SPECIAL OPERATIONS TEAM FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	0	0	0	0

CITY OF STILLWATER
FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET SUMMARY

HOMEBUYERS ASSISTANCE FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Interest	694	0	0	0
Other	5,050	0	0	0
Subtotal - Revenues	5,744	0	0	0
Transfer In				
General Fund	74,749	74,907	74,907	74,307
Subtotal - Transfers In	74,749	74,907	74,907	74,307
Other Resources				
Restricted/Designated Prior Year Fund Balance	42,202	93	72,356	693
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	42,202	93	72,356	693
TOTAL ESTIMATED SOURCES OF FUNDS	122,695	75,000	147,263	75,000
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
General Government	50,338	75,000	146,570	75,000
Subtotal - Direct Costs by Function	50,338	75,000	146,570	75,000
Transfers Out				
General Fund	0	0	0	0
Subtotal - Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	50,338	75,000	146,570	75,000

CITY OF STILLWATER

FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET DETAIL

HOME BUYERS ASSISTANCE FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	50,338	75,000	146,570	75,000
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	50,338	75,000	146,570	75,000

CITY OF STILLWATER

FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET SUMMARY

STORMWATER MANAGEMENT FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenue				
Stormwater Fees	314,059	310,000	310,000	936,000
Interest	14,461	0	0	0
Subtotal - Revenue	328,520	310,000	310,000	936,000
Other Resources				
Restricted/Designated Prior Year Fund Balance	684,256	283,166	799,245	258,824
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	684,256	283,166	799,245	258,824
TOTAL ESTIMATED SOURCES OF FUNDS	1,012,776	593,166	1,109,245	1,194,824
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Stormwater Management	196,117	211,127	791,756	286,111
Indirect Costs	17,415	17,415	17,415	26,805
Subtotal - Direct Costs by Function	213,532	228,542	809,171	312,916
Transfers Out				
Self Insurance Fund	0	41,250	41,250	39,303
Subtotal - Transfers Out	0	41,250	41,250	39,303
TOTAL ESTIMATED USES OF FUNDS	213,532	269,792	850,421	352,219

CITY OF STILLWATER

FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET DETAIL

STORMWATER MANAGEMENT FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	139,812	104,047	113,886	124,306
Materials and Supplies	23,586	27,760	27,760	28,035
Other Services and Charges	24,405	79,320	90,808	133,770
Capital Outlay	8,314	0	559,302	0
Debt Service	0	0	0	0
Indirect Cost - Stillwater Utilities Authority	17,415	17,415	17,415	26,805
Transfers Out	0	41,250	41,250	39,303
TOTAL ESTIMATED USES OF FUNDS	213,532	269,792	850,421	352,219

CITY OF STILLWATER**FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET SUMMARY****TRANSPORTATION FEE FUND**

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenue				
Transportation Fee	93,169	100,000	100,000	126,000
Interest	12,156	0	0	0
Subtotal - Revenue	105,325	100,000	100,000	126,000
Other Resources				
Restricted/Designated Prior Year Fund Balance	878,905	258,905	284,229	384,229
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	878,905	258,905	284,229	384,229
TOTAL ESTIMATED SOURCES OF FUNDS	984,230	358,905	384,229	510,229
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Transportation Improvement	700,000	0	0	0
Subtotal - Direct Costs by Function	700,000	0	0	0
TOTAL ESTIMATED USES OF FUNDS	700,000	0	0	0

CITY OF STILLWATER

FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET DETAIL

TRANSPORTATION FEE FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	700,000	0	0	0
Debt Service	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	700,000	0	0	0

CITY OF STILLWATER
FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET SUMMARY

PARK DONATIONS FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Donation	306,546	0	7,161,545	0
Interest	0	0	0	0
Subtotal - Revenues	306,546	0	7,161,545	0
Transfer In				
General Fund	66,371	0	0	0
Subtotal - Transfers In	66,371	0	0	0
Other Resources				
Restricted/Designated Prior Year Fund Balance	20,197	0	61,215	0
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	20,197	0	61,215	0
TOTAL ESTIMATED SOURCES OF FUNDS	393,114	0	7,222,760	0
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Parks and Recreation	331,898	0	7,222,806	0
Subtotal - Direct Costs by Function	331,898	0	7,222,806	0
TOTAL ESTIMATED USES OF FUNDS	331,898	0	7,222,806	0

CITY OF STILLWATER

FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET DETAIL

PARK DONATIONS FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	675	0	8,625	0
Capital Outlay	331,223	0	7,214,181	0
Debt Service	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	331,898	0	7,222,806	0

CITY OF STILLWATER
FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET SUMMARY

OPIOID SETTLEMENT FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Settlement Funds	197,269	0	0	0
Interest	12	0	0	0
Subtotal - Revenues	197,280	0	0	0
Other Resources				
Restricted/Designated Prior Year Fund Balance	0	0	197,279	197,279
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	0	0	197,279	197,279
TOTAL ESTIMATED SOURCES OF FUNDS	197,280	0	197,279	197,279
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
General Government	0	0	0	0
Subtotal - Direct Costs by Function	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	0	0	0	0

CITY OF STILLWATER

FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET DETAIL

OPIOID SETTLEMENT FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	0	0	0	0

CITY OF STILLWATER
FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET SUMMARY

MERRY MAIN STREET FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Donations	9,000	0	0	0
Interest	441	0	0	0
Other	0	0	0	0
Subtotal - Revenues	9,441	0	0	0
Other Resources				
Restricted/Designated Prior Year Fund Balance	32,292	3,292	12,757	454
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	32,292	3,292	12,757	454
TOTAL ESTIMATED SOURCES OF FUNDS	41,733	3,292	12,757	454
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
General Government	28,976	0	12,303	0
Subtotal - Direct Costs by Function	28,976	0	12,303	0
TOTAL ESTIMATED USES OF FUNDS	28,976	0	12,303	0

CITY OF STILLWATER

FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET DETAIL

MERRY MAIN STREET FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	28,976	0	12,303	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	28,976	0	12,303	0

CITY OF STILLWATER
FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET SUMMARY

GALIE MAY KOCH DONATION FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Interest	1,086	0	0	0
Subtotal - Revenues	1,086	0	0	0
Other Resources				
Restricted/Designated Prior Year Fund Balance	50,254	50,254	51,339	51,339
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	50,254	50,254	51,339	51,339
TOTAL ESTIMATED SOURCES OF FUNDS	51,340	50,254	51,339	51,339
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Police	0	0	0	0
Subtotal - Direct Costs by Function	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	0	0	0	0

CITY OF STILLWATER

FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET DETAIL

GALIE MAY KOCH DONATION FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	0	0	0	0

CITY OF STILLWATER
FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET SUMMARY

BOSTICK GYM FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Interest	426	0	0	0
Subtotal - Revenues	426	0	0	0
Other Resources				
Restricted/Designated Prior Year Fund Balance	20,010	69	19,804	494
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	20,010	69	19,804	494
TOTAL ESTIMATED SOURCES OF FUNDS	20,436	69	19,804	494
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Police	632	0	19,310	0
Subtotal - Direct Costs by Function	632	0	19,310	0
TOTAL ESTIMATED USES OF FUNDS	632	0	19,310	0

CITY OF STILLWATER

FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET DETAIL

BOSTICK GYM FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	632	0	19,310	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	632	0	19,310	0

CITY OF STILLWATER
FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET SUMMARY

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Grants	548,097	0	253,904	0
Subtotal - Revenues	548,097	0	253,904	0
Transfers In				
General Fund	222,500	0	0	2,542
Subtotal - Transfers In	222,500	0	0	2,542
Other Resources				
Restricted/Designated Prior Year Fund Balance	883	0	219,958	(2,542)
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	883	0	219,958	(2,542)
TOTAL ESTIMATED SOURCES OF FUNDS	771,480	0	473,862	0
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Rent and Utility Assistance Program	434,444	0	198,098	0
Stormwater Drainage	116,195	0	55,806	0
Library	0	0	222,500	0
Subtotal - Direct Costs by Function	550,639	0	476,404	0
Transfers Out				
General Fund	883	0	0	0
Subtotal - Transfers Out	883	0	0	0
TOTAL ESTIMATED USES OF FUNDS	551,522	0	476,404	0

CITY OF STILLWATER

FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET DETAIL

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	550,639	0	476,404	0
Debt Service	0	0	0	0
Transfers Out	883	0	0	0
TOTAL ESTIMATED USES OF FUNDS	551,522	0	476,404	0

CITY OF STILLWATER

FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET SUMMARY

TAX INCREMENT FINANCING (TIF) DISTRICT #3 FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Ad Valorem Tax	1,190,985	570,000	1,765,000	1,795,000
Interest	5,686	0	0	0
Subtotal - Revenues	1,196,671	570,000	1,765,000	1,795,000
Other Resources				
Restricted/Designated Prior Year Fund Balance	77,855	(178,920)	29,856	49,856
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	77,855	(178,920)	29,856	49,856
TOTAL ESTIMATED SOURCES OF FUNDS	1,274,526	391,080	1,794,856	1,844,856
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
General Government	387,895	0	560,000	560,000
Subtotal - Direct Costs by Function	387,895	0	560,000	560,000
Transfers Out				
Stillwater Economic Development Authority	856,775	391,080	1,185,000	1,185,000
Subtotal - Transfers Out	856,775	391,080	1,185,000	1,185,000
TOTAL ESTIMATED USES OF FUNDS	1,244,670	391,080	1,745,000	1,745,000

CITY OF STILLWATER

FISCAL YEAR 2025 SPECIAL REVENUE FUNDS BUDGET DETAIL

TAX INCREMENT FINANCING (TIF) DISTRICT #3 FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	387,895	0	560,000	560,000
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Transfers Out	856,775	391,080	1,185,000	1,185,000
TOTAL ESTIMATED USES OF FUNDS	1,244,670	391,080	1,745,000	1,745,000

FUND DESCRIPTION

DEBT SERVICE FUNDS

- **DEBT SERVICE FUND** — budgets and accounts for property taxes paid to the City for use in retiring general obligation bonds, court-assessed judgments, and related interest and fiscal agent fees (as prescribed by state law).

CITY OF STILLWATER

FISCAL YEAR 2025 DEBT SERVICE FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Ad Valorem Tax	586,081	568,000	568,000	1,046,000
Interest	17,447	0	0	0
Subtotal - Revenues	603,528	568,000	568,000	1,046,000
Other Resources				
Restricted/Designated Prior Year Fund Balance	673,298	602,042	671,371	198,665
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	673,298	602,042	671,371	198,665
TOTAL ESTIMATED SOURCES OF FUNDS	1,276,826	1,170,042	1,239,371	1,244,665
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
General Government	412,200	882,200	882,200	858,700
Subtotal - Direct Costs by Function	412,200	882,200	882,200	858,700
Transfers Out				
Self-insurance Fund	193,256	158,506	158,506	165,692
Subtotal - Transfers Out	193,256	158,506	158,506	165,692
TOTAL ESTIMATED USES OF FUNDS	605,456	1,040,706	1,040,706	1,024,392

CITY OF STILLWATER
FISCAL YEAR 2025 DEBT SERVICE FUND BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	412,200	882,200	882,200	858,700
Transfers Out	193,256	158,506	158,506	165,692
TOTAL ESTIMATED USES OF FUNDS	605,456	1,040,706	1,040,706	1,024,392

CITY OF STILLWATER
FISCAL YEAR 2025 ADOPTED BUDGET

Outstanding Debt

Series	Description	Amount	Issue Date	Amount Outstanding at 6/30/2023	Issue Type	Interest Rate	Maturity Date
1.	2022 GO Bonds	\$9,000,000	6/29/2022	\$9,000,000	GO Bond	5.0000%	6/1/2042

Maturity Schedule

Year	Series 1
FY25	858,200
FY26	834,700
FY27	811,200
FY28	787,700
FY29	764,200
FY30	740,700
FY31	717,200
FY32	693,700
FY33	670,200
FY34	646,700
FY35	623,200
FY36	604,400
FY37	585,600
FY38	566,800
FY39	548,000
FY40	529,200
FY41	510,400
FY42	561,600

FUND DESCRIPTION

CAPITAL PROJECT FUNDS

Capital Project Funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays including the acquisition or construction of capital facilities and other capital assets.

- **CITY CAPITAL FUND** – budgets and accounts for capital expenditures of the City.
- **TRANSPORTATION SALES TAX FUND** – budgets and accounts for street improvements or debt payments funded by the related one cent sales tax.
- **GENERAL OBLIGATION BOND FUND** – budgets and accounts for capital expenditures funded by general obligation bond proceeds.

CITY OF STILLWATER

FISCAL YEAR 2025 CAPITAL PROJECT FUNDS BUDGET SUMMARY

CITY CAPITAL FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Grant	231,523	0	142,210	0
Interest	99,609	0	0	0
Donations	0	0	0	0
Other	0	0	0	0
Subtotal - Revenues	331,132	0	142,210	0
Transfers In				
General Fund	4,151,028	0	995,520	0
General Fund Reserve	0	0	230,000	0
TIF #3	0	0	595,479	0
Visitors Amenities	0	0	200,000	0
Water	0	0	118,550	0
Subtotal - Transfers In	4,151,028	0	2,139,549	0
Other Resources				
Restricted/Designated Prior Year Fund Balance	6,199,479	1,767,355	7,703,413	3,266,325
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	6,199,479	1,767,355	7,703,413	3,266,325
TOTAL ESTIMATED SOURCES OF FUNDS	10,681,639	1,767,355	9,985,172	3,266,325

ESTIMATED USES OF FUNDS:

Direct Costs by Function				
Emergency Management	1,463,606	1,355,000	1,823,774	1,355,000
City Engineering	380,908	0	2,365,877	0
Parks and Recreation	352,868	0	270,805	0
Airport	211,571	0	262,778	0
Information Technology	316,097	0	156,616	0
General Government	67,331	0	1,307,669	0
Public Works	146,555	0	0	0
Municipal Court	30,198	0	0	0
Police	9,093	0	412,778	0
Water	0	0	118,550	0
Subtotal - Direct Costs by Function	2,978,227	1,355,000	6,718,847	1,355,000
TOTAL ESTIMATED USES OF FUNDS	2,978,227	1,355,000	6,718,847	1,355,000

CITY OF STILLWATER

FISCAL YEAR 2025 CAPITAL PROJECT FUNDS BUDGET DETAIL

CITY CAPITAL FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	272,132	0	0	0
Capital Outlay	1,351,095	0	5,363,847	0
Debt Service	1,355,000	1,355,000	1,355,000	1,355,000
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	2,978,227	1,355,000	6,718,847	1,355,000

CITY OF STILLWATER
FISCAL YEAR 2025 CAPITAL PROJECT FUNDS BUDGET SUMMARY

TRANSPORTATION SALES TAX FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Sales Tax	0	0	0	10,000,000
Fees and Rentals	20,500	0	0	0
Other	10,500	0	0	0
Interest	373,419	0	0	0
Subtotal - Revenues	404,419	0	0	10,000,000
Transfers In				
General Fund	9,979,678	9,375,000	9,750,000	0
Subtotal - Transfers In	9,979,678	9,375,000	9,750,000	0
Other Resources				
Restricted/Designated Prior Year Fund Balance	14,500,756	12,677,887	21,492,594	14,084,057
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	14,500,756	12,677,887	21,492,594	14,084,057
TOTAL ESTIMATED SOURCES OF FUNDS	14,500,756	12,677,887	21,492,594	14,084,057
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Transportation Improvement	3,244,712	350,000	19,895,453	0
Subtotal - Direct Costs by Function	3,244,712	350,000	19,895,453	0
TOTAL ESTIMATED USES OF FUNDS	3,244,712	350,000	19,895,453	0

CITY OF STILLWATER

FISCAL YEAR 2025 CAPITAL PROJECT FUNDS BUDGET DETAIL

TRANSPORTATION SALES TAX FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	350,000	350,000	0
Other Services and Charges	0	0	515,644	0
Capital Outlay	3,244,712	0	19,029,809	0
Debt Service	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	3,244,712	350,000	19,895,453	0

CITY OF STILLWATER

FISCAL YEAR 2025 CAPITAL PROJECT FUNDS BUDGET SUMMARY

GENERAL OBLIGATION BOND FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Interest	195,378	0	0	0
Subtotal - Revenues	195,378	0	0	0
Other Resources				
Restricted/Designated Prior Year Fund Balance	8,874,450	0	8,898,653	195,351
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	8,874,450	0	8,898,653	195,351
TOTAL ESTIMATED SOURCES OF FUNDS	9,069,828	0	8,898,653	195,351
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Fire	171,174	0	8,703,302	0
Subtotal - Direct Costs by Function	171,174	0	8,703,302	0
TOTAL ESTIMATED USES OF FUNDS	171,174	0	8,703,302	0

CITY OF STILLWATER

FISCAL YEAR 2025 CAPITAL PROJECT FUNDS BUDGET DETAIL

GENERAL OBLIGATION BOND FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	12,028	0	0	0
Capital Outlay	159,146	0	8,703,302	0
Debt Service	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	171,174	0	8,703,302	0

FUND DESCRIPTION

ENTERPRISE FUNDS

Enterprise Funds are used to account for activities that are operated in a manner similar to a private business enterprise, where the cost of goods and services are to be financed or recovered primarily through user charges.

- **AIRPORT FUND** — budgets and accounts for revenues and expenditures related to the operation of the airport facility, pay debt service requirements on airport related debt, and finance future airport improvements.

CITY OF STILLWATER

FISCAL YEAR 2025 ENTERPRISE FUNDS BUDGET SUMMARY

AIRPORT FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Fees and Rentals	475,568	447,000	462,000	449,000
Other	369,636	204,000	301,500	256,000
Grants	5,594,760	0	2,046,290	0
Fuel Sales	2,545,699	2,500,000	2,500,000	3,000,000
Interest	30,925	0	0	0
Subtotal - Revenues	9,016,588	3,151,000	5,309,790	3,705,000
Transfers In				
General Fund	839,833	1,116,292	1,116,292	2,319,157
Subtotal - Transfers In	839,833	1,116,292	1,116,292	2,319,157
Other Resources				
Restricted/Designated Prior Year Fund Balance	2,187,754	1,436,685	2,533,010	768,293
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	2,187,754	1,436,685	2,533,010	768,293
TOTAL ESTIMATED SOURCES OF FUNDS	12,044,175	5,703,977	8,959,092	6,792,450
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Airport	9,545,967	4,071,145	7,763,954	5,218,139
Indirect Costs	43,640	43,640	43,640	227,846
Subtotal - Direct Costs by Function	9,589,607	4,114,785	7,807,594	5,445,985
Transfers Out				
Self Insurance	0	383,205	383,205	501,557
Subtotal - Transfers Out	0	383,205	383,205	501,557
TOTAL ESTIMATED USES OF FUNDS	9,589,607	4,497,990	8,190,799	5,947,542

CITY OF STILLWATER
FISCAL YEAR 2025 ENTERPRISE FUNDS BUDGET DETAIL

AIRPORT FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	1,226,585	1,136,965	1,133,529	1,356,439
Materials and Supplies	2,726,143	2,600,350	2,656,858	3,171,530
Other Services and Charges	382,604	333,830	427,961	690,170
Capital Outlay	5,210,635	0	3,545,606	0
Debt Service	0	0	0	0
Indirect Costs - Stillwater Utilities Authority	43,640	43,640	43,640	227,846
Transfers Out	0	383,205	383,205	501,557
TOTAL ESTIMATED USES OF FUNDS	9,589,607	4,497,990	8,190,799	5,947,542

FUND DESCRIPTION

INTERNAL SERVICE FUNDS

- **Self Insurance Fund** — Established to account for direct and indirect costs of administering a self-funded and fully insured plan which includes group health insurance, workers compensation, unemployment compensation, and liability coverage, the major sources of revenue for this fund are transfers from the General Fund, Airport Fund, Stormwater Management Fund and the Stillwater Utilities Authority.

CITY OF STILLWATER
FISCAL YEAR 2025 INTERNAL SERVICE FUNDS BUDGET SUMMARY

SELF-INSURANCE FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Employee Health Insurance Premiums	804,956	800,000	800,000	1,000,000
Other	646,789	0	0	0
Subtotal - Revenues	1,451,745	800,000	800,000	1,000,000
Transfer In				
General Fund	1,795,814	7,793,576	7,793,576	6,441,675
Debt Service Fund	193,256	158,506	158,506	165,692
Stormwater Fund	0	41,250	41,250	39,303
Airport Fund	0	309,375	309,375	316,557
Stillwater Utilities Authority	0	3,472,073	3,472,073	3,559,465
Subtotal - Transfers In	1,989,070	11,774,780	11,774,780	10,522,692
Other Resources				
Restricted/Designated Prior Year Fund Balance	278,070	450,814	1,419,744	1,968,930
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	278,070	450,814	1,419,744	1,968,930
TOTAL ESTIMATED SOURCES OF FUNDS	3,718,885	13,025,594	13,994,524	13,491,622
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Human Resources	10,444,789	11,530,594	11,530,594	11,847,000
Risk Management	688,225	495,000	495,000	690,000
Subtotal - Direct Costs by Function	11,133,014	12,025,594	12,025,594	12,537,000
Transfers Out				
General Fund	0	0	0	0
Subtotal - Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	11,133,014	12,025,594	12,025,594	12,537,000

CITY OF STILLWATER

FISCAL YEAR 2025 INTERNAL SERVICE FUNDS BUDGET DETAIL

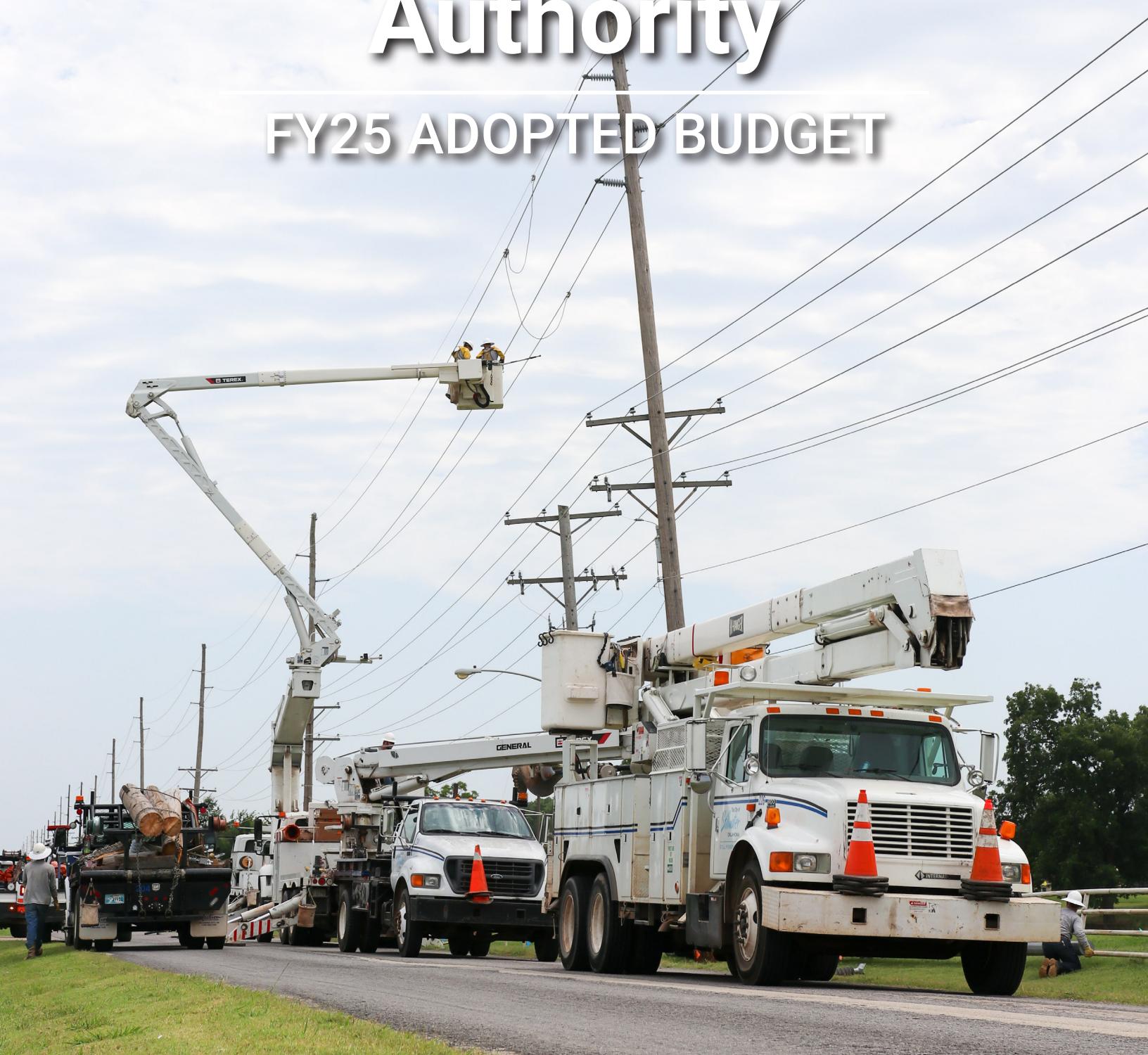
SELF-INSURANCE FUND

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	8,430,750	9,500,000	9,500,000	9,500,000
Materials and Supplies	0	0	0	0
Other Services and Charges	2,702,264	2,525,594	2,525,594	3,037,000
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	11,133,014	12,025,594	12,025,594	12,537,000

Section 3

Stillwater Utilities Authority

FY25 ADOPTED BUDGET



STILLWATER UTILITIES AUTHORITY OFFICIALS

Chairman and Trustees



Chairman **William Joyce**



Vice Chairman **Amy Dzialowski**



Trustee **Kevin Clark**



Trustee **Christie Hawkins**



Trustee **Tim Hardin**

Administration

General Manager - Kimberly Meek

General Counsel - Kimberly Carnley

Secretary - Teresa Kadavy

Waste Management Director - Matt Faulkner

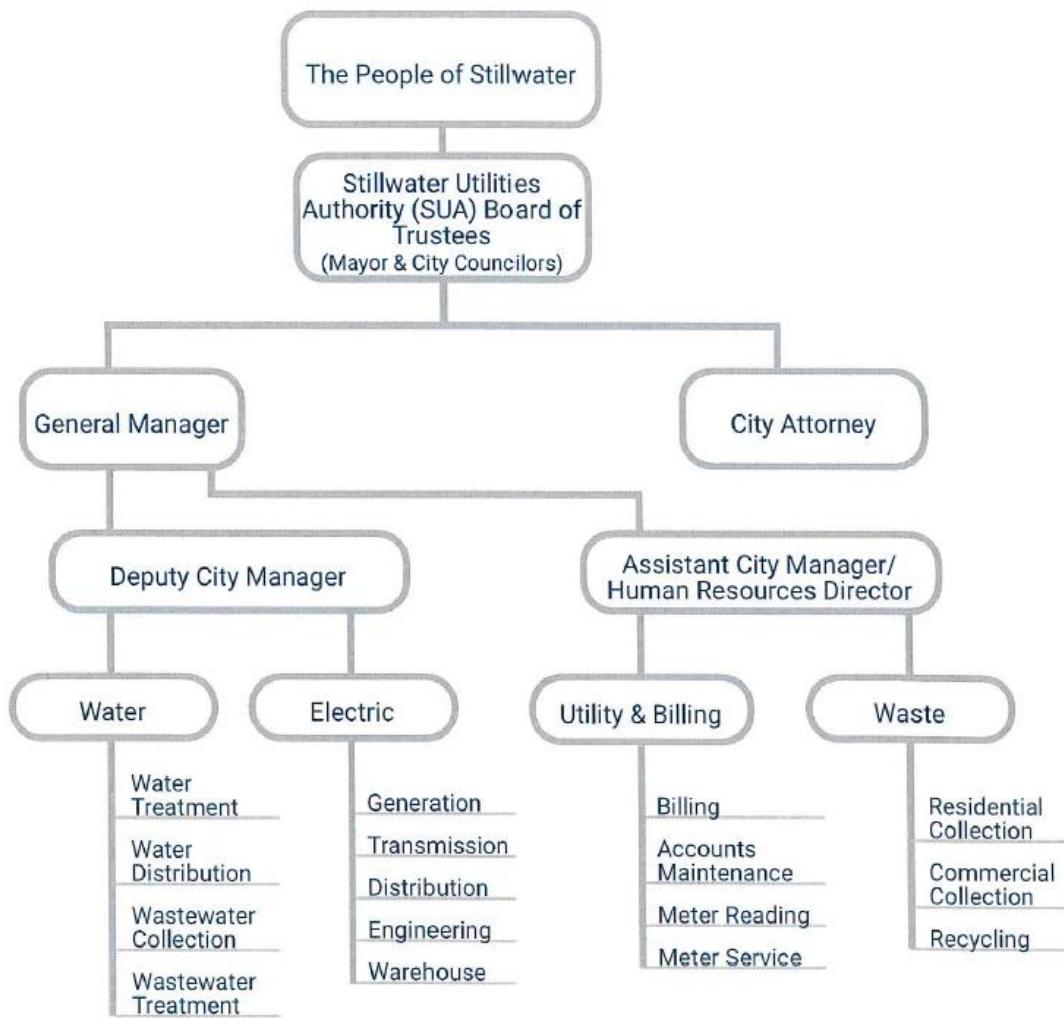
Utility and Billing Services Director - Dana Mattox

Water Utilities Director - James Driskel

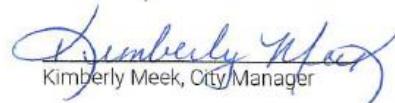
Electric Director - Loren Smith



ORGANIZATION CHART – STILLWATER UTILITIES AUTHORITY (SUA)



Approved as of April 2024


Kimberly Meek, City Manager

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 ADOPTED BUDGET

SUA Authorized Full Time Positions

Department	Fiscal Year 2025 Full Time	Fiscal Year 2024 Full Time
Funded Positions		
Engineering	6.0	6.0
Electric	67.0	68.0
Environmental Services	1.0	1.0
Utility and Billing Services	19.0	19.0
Fleet	13.0	13.0
Water	51.0	45.0
Wastewater	26.0	27.0
Waste Management	30.0	31.0
Total Funded Positions	213.0	210.0

RESOLUTION NO. SUA-2024-5

**A RESOLUTION OF THE STILLWATER UTILITIES AUTHORITY
ADOPTING AN OPERATING BUDGET FOR THE FISCAL YEAR 2024-25.**

WHEREAS, 60 O.S. §176 H provides that public trusts shall file annually, with their beneficiary, copies of financial documents and reports sufficient to demonstrate the fiscal activity of such trust, including, but not limited to, budgets, financial reports, bond indentures, and audits; and

WHEREAS, the Trustees of the Stillwater Utilities Authority adopted a General Fund Transfer Policy consistent with Article V, Paragraph 15, Stillwater Utilities Authority Trust Indenture, as amended March 24, 2014 and established in Resolution No. SUA-2016-5; and

WHEREAS, in accordance with the foregoing, the Trustees have determined that the estimated General Fund Transfer for the 2024-25 fiscal year shall not exceed \$21,790,784; and

WHEREAS, the Trustees have reached agreement regarding the estimated revenues and expenditures for the various departments within the trust for the 2024-25 fiscal year operating budget; and

WHEREAS, the 2024-25 fiscal year operating budget shall be adopted by the Trustees.

NOW, THEREFORE BE IT RESOLVED BY THE TRUSTEES:

Section 1. That the 2024-25 fiscal year operating budget attached hereto be adopted in the amounts reflected therein.

Section 2. That this resolution and a copy of the adopted budget be filed with the Stillwater City Clerk.

PASSED, APPROVED AND ADOPTED by the Trustees and SIGNED by the CHAIR of the STILLWATER UTILITIES AUTHORITY, this 17th day of June, 2024.

STILLWATER UTILITIES AUTHORITY



William H. Joyce
WILLIAM H. JOYCE, CHAIR

Teresa Kadavy
TERESA KADAVY, SECRETARY

APPROVED AS TO FORM AND LEGALITY on this 17th day of June, 2024.

Kimberly Carnley
KIMBERLY CARNLEY, GENERAL COUNSEL

Stillwater Utilities Authority
Financial Plan for Fiscal Year 2025

Stillwater Utilities Authority
Financial Plan for Fiscal Year 2025
Stillwater, Oklahoma

	SUA Operating	Electric Rate Stabilization Fund	Water Fund	Wastewater Fund	Water Capital Fund	Water Tie-on Fund	Wastewater Capital Fund	Waste Management Fund	Water Reserve Fund	Wastewater Reserve Fund	Water Mgmt Reserve Fund	2016 Debt Fund	2017 Debt Fund	Water Fund	Wastewater Fund	Water 2024 Debt: Fund	Total Combined Funds
Debt																	1,268,373
SUA Overhead Allocation																	522,242
Fleet																	954,281
Operating	954,281																0
Capital																	0
Debt																	0
SUA Overhead Allocation		(416,220)															(416,220)
City Overhead Allocation		(538,061)															(538,061)
Transfers Out		27,532,398		8321,833		454,031				1,530,989							30,350,251
Total Expenses and Transfers	76,683,514	4,701,625	13,327,537	5,470,672	0	0	0	0	0	8,107,983	0	0	0	0	0	0	108,793,351
Ending Balance	\$6,183,732	\$23,264,637	\$34,552,201	\$21,533,194	\$1,033,097	\$587,656	\$60,600	\$1,835,655	\$3,690,000	\$5,600,000	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$104,343,822
Restricted/Internally Designated	\$4,705,103	\$23,264,637	\$34,552,201	\$21,533,194	\$1,033,097	\$587,656	\$60,600	\$1,835,685	\$8,690,000	\$5,600,000	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$102,885,173
Unrestricted	1,478,649	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,478,649
Total	\$6,183,732	\$23,264,637	\$34,552,201	\$21,533,194	\$1,033,097	\$587,656	\$60,600	\$1,835,685	\$8,690,000	\$5,600,000	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$104,343,822

FINANCIAL SUMMARY

Utility Operating Fund
Electric Rate Stabilization Fund
Water Fund
Wastewater Fund
Water Tie-on Fund
Water Capital Improvement Fund
Wastewater Capital Improvement Fund
Waste Management Fund
Water Reserve Fund
Wastewater Reserve Fund
Waste Management Reserve Fund
Water 2016 Debt Fund
Water 2017 Debt Fund
Wastewater 2023 Debt Fund
Water 2024 Debt Fund

FUND DESCRIPTION

STILLWATER UTILITIES AUTHORITY

- **UTILITY OPERATING FUND** — budgets and accounts for activities of the public trust in providing electric services to citizens of Stillwater. Revenues are generated by charges for services as well as a transfer-in of a one cent dedicated sales tax from the City. The costs incurred include personal services, materials and supplies, other services and fees, and capital outlay necessary to adequately develop and maintain a high level of service in the utility facilities. The fund also accounts for the operations of the Fleet Management and Environmental Divisions.
- **ELECTRIC RATE STABILIZATION FUND** — budgets and accounts for capital improvements to the electric utility system. Since its establishment in March 1988, a portion of the revenues generated by the electric utility have been set aside for this purpose.
- **WATER FUND** — budgets and accounts for activities of the public trust in providing water services to citizens of Stillwater. Revenues are generated by charges for services. The costs incurred include personal services, materials and supplies, other services and fees, and capital outlay necessary to adequately develop and maintain a high level of service in the utility facilities.
- **WASTEWATER FUND** — budgets and accounts for activities of the public trust in providing wastewater services to citizens of Stillwater. Revenues are generated by charges for services. The costs incurred include personal services, materials and supplies, other services and fees, and capital outlay necessary to adequately develop and maintain a high level of service in the utility facilities.
- **WATER TIE-ON FUND** — budgets and accounts for water tie-on fee revenue and capital expenditures as authorized by Ordinance No. 2916.
- **WATER CAPITAL IMPROVEMENT FUND** — budgets and accounts for capital improvements to the water utility system. During the period of July 1, 2009 through June 30, 2015, all revenues generated by water rate increases were set aside for this purpose and will remain in this fund until expended.
- **WASTEWATER CAPITAL IMPROVEMENT FUND** — budgets and accounts for capital improvements to the wastewater utility system. During the period of July 1, 2009 through June 30, 2015, all revenues generated by wastewater rate increases were set aside for this purpose and will remain in this fund until expended.

- **WASTE MANAGEMENT FUND** — budgets and accounts for activities of the public trust in providing solid waste services to citizens of Stillwater. Revenues are generated by charges for services. The costs incurred include personal services, materials and supplies, other services and fees, and capital outlay necessary to adequately develop and maintain a high level of service in the utility.
- **WATER RESERVE FUND** — accounts for reserve funds of the water utility.
- **WASTEWATER RESERVE FUND** — accounts for reserve funds of the wastewater utility.
- **WASTE MANAGEMENT RESERVE FUND** — accounts for reserve funds of the waste management utility.
- **WATER 2016 DEBT FUND** — budgets and accounts for capital improvements funded by a debt issuance through the Oklahoma Water Resources Board's Drinking Water State Revolving Fund program.
- **WATER 2017 DEBT FUND** — budgets and accounts for capital improvements funded by a debt issuance through the Oklahoma Water Resources Board's Drinking Water State Revolving Fund program.
- **WASTEWATER 2023 DEBT FUND** — budgets and accounts for capital improvements funded by a debt issuance through the Oklahoma Water Resources Board's Clean Water State Revolving Fund program.
- **WATER 2024 DEBT FUND** — budgets and accounts for capital improvements funded by a debt issuance through the Oklahoma Water Resources Board's Drinking Water State Revolving Fund program.

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 UTILITY OPERATING FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Charges for Services	56,728,189	58,000,000	58,000,000	56,000,000
Grant	0	0	0	0
Fees and Rentals	23,103	8,000	8,000	20,900
Interest	3,031,647	634,000	634,000	2,396,000
Miscellaneous	3,327,215	4,190,920	4,557,960	2,405,280
Subtotal - Revenues	63,110,154	62,832,920	63,199,960	60,822,180
Transfers In				
General Fund	9,979,678	9,375,000	9,750,000	10,000,000
Subtotal - Transfers In	9,979,678	9,375,000	9,750,000	10,000,000
Other Resources				
Restricted/Designated Prior Year Fund Balance	4,552,056	5,985,421	4,705,103	4,705,103
Unrestricted/Undesignated Prior Year Fund Balance	10,629,721	4,795,727	9,934,612	7,341,983
Subtotal - Other Resources	15,181,777	10,781,148	14,639,715	12,047,086
TOTAL ESTIMATED SOURCES OF FUNDS	88,271,609	82,989,068	87,589,675	82,869,266
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Administration	0	200,000	73,400	353,000
Customer Service	34,770	0	42,140	0
Electric	53,821,315	50,719,892	52,124,792	48,800,117
Fleet	646,957	2,199	32,457	0
Subtotal - Direct Costs by Function	54,503,042	50,922,091	52,272,789	49,153,117
Transfers Out				
Self Insurance Fund	0	1,710,984	1,710,984	1,771,613
General Fund	13,791,761	17,558,816	17,558,816	20,760,784
Rate Stabilization Fund	4,000,000	4,000,000	4,000,000	5,000,000
Subtotal - Transfers Out	17,791,761	23,269,800	23,269,800	27,532,398
TOTAL ESTIMATED USES OF FUNDS	72,294,803	74,191,891	75,542,589	76,685,515

STILLWATER UTILITIES AUTHORITY

FISCAL YEAR 2025 UTILITY OPERATING FUND DEPARTMENTAL DETAIL

DEPARTMENT: ADMINISTRATION

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	5,500	128,000
Materials and Supplies	0	0	0	0
Other Services and Charges	691,841	918,000	785,900	995,000
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Indirect/Direct	(691,841)	(718,000)	(718,000)	(770,000)
TOTAL ESTIMATED USES OF FUNDS	0	200,000	73,400	353,000

DEPARTMENT: CUSTOMER SERVICE

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	1,322,573	1,238,664	1,280,804	1,289,445
Materials and Supplies	197,712	206,600	209,358	212,550
Other Services and Charges	33,959	48,884	46,126	47,450
Capital Outlay	34,500	0	0	0
Debt Service	0	0	0	0
Indirect/Direct	(1,553,974)	(1,494,148)	(1,494,148)	(1,549,445)
TOTAL ESTIMATED USES OF FUNDS	34,770	0	42,140	0

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 UTILITY OPERATING FUND DEPARTMENTAL DETAIL

DEPARTMENT: ELECTRIC

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	7,249,221	6,802,934	6,971,036	7,843,674
Materials and Supplies	1,683,825	1,097,356	1,957,390	1,921,224
Other Services and Charges	42,799,613	40,206,175	40,205,199	36,833,776
Capital Outlay	58,103	600,000	977,740	0
Debt Service	0	0	0	0
Indirect/Direct	2,030,553	2,013,427	2,013,427	2,201,443
TOTAL ESTIMATED USES OF FUNDS	53,821,315	50,719,892	52,124,792	48,800,117

DEPARTMENT: FLEET

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	908,093	341,335	371,593	810,692
Materials and Supplies	43,821	44,100	41,324	44,100
Other Services and Charges	38,179	(7,042)	(4,266)	45,553
Capital Outlay	10,895	0	0	0
Debt Service	0	0	0	0
Indirect/Direct	(354,031)	(376,194)	(376,194)	(900,345)
TOTAL ESTIMATED USES OF FUNDS	646,957	2,199	32,457	0

STILLWATER UTILITIES AUTHORITY

FISCAL YEAR 2025 UTILITY OPERATING FUND DEPARTMENTAL DETAIL

DEPARTMENT DETAIL

TOTAL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	9,479,887	8,382,933	8,628,933	10,071,811
Materials and Supplies	1,925,358	1,348,056	2,208,072	2,177,874
Other Services and Charges	43,563,592	41,166,017	41,032,959	37,921,779
Capital Outlay	103,498	600,000	977,740	0
Debt Service	0	0	0	0
Indirect/Direct	(569,293)	(574,915)	(574,915)	(1,018,347)
Transfers Out	17,791,561	23,269,800	23,269,800	27,532,398
TOTAL ESTIMATED USES OF FUNDS	72,294,603	74,191,891	75,542,589	76,685,515

STILLWATER UTILITIES AUTHORITY

FISCAL YEAR 2025 ELECTRIC RATE STABILIZATION FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Charges for Services	1,143,136	1,300,000	1,300,000	600,000
Interest	36,984	0	0	12,000
Capacity Payment	4,153,358	4,200,000	4,200,000	3,720,000
Energy Payment	498,689	550,000	550,000	465,000
Subtotal - Revenues	5,832,167	6,050,000	6,050,000	4,797,000
Transfers In				
SUA Operating Fund	4,000,000	4,000,000	4,000,000	5,000,000
Subtotal - Transfers In	4,000,000	4,000,000	4,000,000	5,000,000
Other Resources				
Restricted/Designated Prior Year Fund Balance	31,422,699	10,375,105	36,042,207	18,169,262
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	31,422,699	10,375,105	36,042,207	18,169,262
TOTAL ESTIMATED SOURCES OF FUNDS	41,254,866	20,425,105	46,092,207	27,966,262
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Electric Rate Stabilization	5,212,657	4,105,300	27,011,315	4,701,625
Subtotal - Direct Costs by Function	5,212,657	4,105,300	27,011,315	4,701,625
Transfers Out				
Stillwater Economic Development Authority	3,290,000	0	0	0
Subtotal - Transfers Out	3,290,000	0	0	0
TOTAL ESTIMATED USES OF FUNDS	8,502,657	4,105,300	27,011,315	4,701,625

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 ELECTRIC RATE STABILIZATION FUND DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	2,926	0	0	3,000
Capital Outlay	2,716,256	0	22,906,015	600,000
Debt Service	2,493,475	4,105,300	4,105,300	4,098,625
Transfers Out	3,290,000	0	0	0
TOTAL ESTIMATED USES OF FUNDS	8,502,657	4,105,300	27,011,315	4,701,625

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 WATER FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Charges for Services	15,547,381	14,500,000	14,500,000	17,800,000
Grant	7,175	0	2,000,000	0
Interest	3,988	0	0	1,000
Miscellaneous	2,068,217	857,180	860,575	1,590,000
Subtotal - Revenues	17,626,761	15,357,180	17,360,575	19,391,000
Other Resources				
Restricted/Designated Prior Year Fund Balance	32,787,765	26,593,135	38,154,430	28,988,758
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	32,787,765	26,593,135	38,154,430	28,988,758
TOTAL ESTIMATED SOURCES OF FUNDS	50,414,526	41,950,315	55,515,005	48,379,758
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Water Fund	10,293,432	10,263,197	25,679,764	12,994,724
Subtotal - Direct Costs by Function	10,293,432	10,263,197	25,679,764	12,994,724
Transfers Out				
Self Insurance Fund	0	727,933	727,933	832,833
City Capital Fund	0	0	118,550	0
Subtotal - Transfers Out	0	727,933	846,483	832,833
TOTAL ESTIMATED USES OF FUNDS	10,293,432	10,991,130	26,526,247	13,827,557

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 WATER FUND BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	3,500,403	3,241,983	3,357,134	3,667,811
Materials and Supplies	1,417,968	1,227,600	1,813,822	1,696,800
Other Services and Charges	930,357	1,240,815	1,544,982	1,407,100
Capital Outlay	2,324,921	350,000	14,761,027	300,000
Debt Service	867,375	2,971,601	2,971,601	4,572,763
Indirect/Direct	1,252,408	1,231,198	1,231,198	1,350,250
Transfers Out	0	727,933	846,483	832,833
TOTAL ESTIMATED USES OF FUNDS	10,293,432	10,991,130	26,526,247	13,827,557

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 WASTEWATER FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Charges for Services	7,488,526	7,300,000	7,300,000	8,300,000
Grant	1,000,000	0	0	0
Interest	507	0	0	0
Miscellaneous	1,495,137	610,020	610,020	1,249,760
Subtotal - Revenues	9,984,170	7,910,020	7,910,020	9,549,760
Other Resources				
Restricted/Designated Prior Year Fund Balance	14,455,378	2,139,929	18,553,834	17,454,106
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	14,455,378	2,139,929	18,553,834	17,454,106
TOTAL ESTIMATED SOURCES OF FUNDS	24,439,548	10,049,949	26,463,854	27,003,866
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Wastewater Fund	4,240,178	4,727,072	8,555,549	5,016,641
Subtotal - Direct Costs by Function	4,240,178	4,727,072	8,555,549	5,016,641
Transfers Out				
Self Insurance Fund	0	454,199	454,199	454,031
Subtotal - Transfers Out	0	454,199	454,199	454,031
TOTAL ESTIMATED USES OF FUNDS	4,240,178	5,181,271	9,009,748	5,470,672

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 WASTEWATER FUND BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	2,120,237	2,082,741	2,083,938	2,152,364
Materials and Supplies	293,888	370,050	352,228	363,200
Other Services and Charges	414,008	566,210	657,032	754,750
Capital Outlay	874,191	0	3,754,280	0
Debt Service	39,282	1,200,897	1,200,897	1,168,024
Indirect/Direct	498,572	507,174	507,174	578,303
Transfers Out	0	454,199	454,199	454,031
TOTAL ESTIMATED USES OF FUNDS	4,240,178	5,181,271	9,009,748	5,470,672

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 WATER TIE-ON FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Miscellaneous	33,071	31,000	31,000	38,000
Subtotal - Revenues	33,071	31,000	31,000	38,000
Other Resources				
Restricted/Designated Prior Year Fund Balance	931,027	949,027	964,097	995,097
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	931,027	949,027	964,097	995,097
TOTAL ESTIMATED SOURCES OF FUNDS	964,098	980,027	995,097	1,033,097
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Water Tie-On Fund	0	0	0	0
Subtotal - Direct Costs by Function	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	0	0	0	0

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 WATER TIE-ON FUND BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Indirect/Direct	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	0	0	0	0

STILLWATER UTILITIES AUTHORITY

FISCAL YEAR 2025 WATER CAPITAL IMPROVEMENT FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Other Resources				
Restricted/Designated Prior Year Fund Balance	3,357,220	0	2,648,080	587,656
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	3,357,220	0	2,648,080	587,656
TOTAL ESTIMATED SOURCES OF FUNDS	3,357,220	0	2,648,080	587,656
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Water Capital Fund	709,135	0	1,277,054	0
Subtotal - Direct Costs by Function	709,135	0	1,277,054	0
TOTAL ESTIMATED USES OF FUNDS	709,135	0	1,277,054	0

STILLWATER UTILITIES AUTHORITY

FISCAL YEAR 2025 WATER CAPITAL IMPROVEMENT FUND BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	709,135	0	1,277,054	0
Debt Service	0	0	0	0
Indirect/Direct	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	709,135	0	1,277,054	0

STILLWATER UTILITIES AUTHORITY

FISCAL YEAR 2025 WASTEWATER CAPITAL IMPROVEMENT FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Other Resources				
Restricted/Designated Prior Year Fund Balance	497,095	37,843	492,918	60,600
Unrestricted/Undesignated Prior Year Fund Balance		0	0	0
Subtotal - Other Resources	497,095	37,843	492,918	60,600
TOTAL ESTIMATED SOURCES OF FUNDS	497,095	37,843	492,918	60,600
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Wastewater Capital Fund	4,177	0	432,318	0
Subtotal - Direct Costs by Function	4,177	0	432,318	0
TOTAL ESTIMATED USES OF FUNDS	4,177	0	432,318	0

STILLWATER UTILITIES AUTHORITY

FISCAL YEAR 2025 WASTEWATER CAPITAL IMPROVEMENT FUND BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	4,177	0	432,318	0
Debt Service	0	0	0	0
Indirect/Direct	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	4,177	0	432,318	0

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 WASTE MANAGEMENT FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Charges for Services	6,747,427	6,552,000	6,552,000	6,561,000
Grant	23,360	0	0	0
Miscellaneous	320,961	1,297,118	1,297,118	638,960
Subtotal - Revenues	7,091,748	7,849,118	7,849,118	7,199,960
Other Resources				
Restricted/Designated Prior Year Fund Balance	3,052,596	2,242,949	3,668,274	2,746,708
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	3,052,596	2,242,949	3,668,274	2,746,708
TOTAL ESTIMATED SOURCES OF FUNDS	10,144,344	10,092,067	11,517,392	9,946,668
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Waste Management Fund	6,412,657	6,666,403	6,730,219	6,576,994
Subtotal - Direct Costs by Function	6,412,657	6,666,403	6,730,219	6,576,994
Transfers Out				
Self Insurance Fund	0	578,956	578,956	500,989
General Fund	749,997	1,000,000	1,000,000	1,030,000
Waste Management Reserve	537,991	461,509	461,509	0
Subtotal - Transfers Out	1,287,988	2,040,465	2,040,465	1,530,989
TOTAL ESTIMATED USES OF FUNDS	7,700,645	8,706,868	8,770,684	8,107,983

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 WASTE MANAGEMENT FUND BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	1,871,725	1,634,299	1,687,235	1,802,857
Materials and Supplies	844,380	751,950	786,050	824,100
Other Services and Charges	1,485,004	1,771,800	1,748,580	1,785,900
Capital Outlay	12,500	0	0	0
Debt Service	1,512,625	1,803,700	1,803,700	1,268,373
Indirect/Direct	686,423	704,654	704,654	895,764
Transfers Out	1,287,988	2,040,465	2,040,465	1,530,989
TOTAL ESTIMATED USES OF FUNDS	7,700,645	8,706,868	8,770,684	8,107,983

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 WATER RESERVE FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Other Resources				
Restricted/Designated Prior Year Fund Balance	11,000,000	6,690,000	11,000,000	8,690,000
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	11,000,000	6,690,000	11,000,000	8,690,000
TOTAL ESTIMATED SOURCES OF FUNDS	11,000,000	6,690,000	11,000,000	8,690,000
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Water Reserve Fund	0	0	0	0
Subtotal - Direct Costs by Function	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	0	0	0	0

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 WATER RESERVE FUND BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Indirect/Direct	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	0	0	0	0

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 WASTEWATER RESERVE FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Transfers In				
Waste Management Fund	0	0	250,000	0
Subtotal - Transfers In	0	0	250,000	0
Other Resources				
Restricted/Designated Prior Year Fund Balance	7,000,000	4,650,000	7,000,000	5,600,000
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	7,000,000	4,650,000	7,000,000	5,600,000
TOTAL ESTIMATED SOURCES OF FUNDS	7,000,000	4,650,000	7,250,000	5,600,000
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Wastewater Reserve Fund	0	0	0	0
Subtotal - Direct Costs by Function	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	0	0	0	0

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 WASTEWATER RESERVE FUND BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Indirect/Direct	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	0	0	0	0

STILLWATER UTILITIES AUTHORITY

FISCAL YEAR 2025 WASTE MANAGEMENT RESERVE FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Transfers In				
Waste Management Fund	537,991	461,509	461,509	0
Subtotal - Transfers In	537,991	461,509	461,509	0
Other Resources				
Restricted/Designated Prior Year Fund Balance	500	538,491	538,491	1,000,000
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	500	538,491	538,491	1,000,000
TOTAL ESTIMATED SOURCES OF FUNDS	538,491	1,000,000	1,000,000	1,000,000
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Waste Management Reserve Fund	0	0	0	0
Subtotal - Direct Costs by Function	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	0	0	0	0

STILLWATER UTILITIES AUTHORITY

FISCAL YEAR 2025 WASTE MANAGEMENT RESERVE FUND BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Indirect/Direct	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	0	0	0	0

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 WATER 2016 DEBT FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Transfers In				
Loan Proceeds	1,154,938	0	293,943	0
Subtotal - Transfers In	1,154,938	0	293,943	0
Other Resources				
Restricted/Designated Prior Year Fund Balance	0	0	(293,943)	0
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	0	0	(293,943)	0
TOTAL ESTIMATED SOURCES OF FUNDS	1,154,938	0	0	0
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Water Debt Fund - 2016	1,448,880	0	0	0
Subtotal - Direct Costs by Function	1,448,880	0	0	0
TOTAL ESTIMATED USES OF FUNDS	1,448,880	0	0	0

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 WATER 2016 DEBT FUND BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	1,448,880	0	0	0
Debt Service	0	0	0	0
Indirect/Direct	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	1,448,880	0	0	0

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 WATER 2017 DEBT FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Transfers In				
Loan Proceeds	0	0	5,650,814	0
Subtotal - Transfers In	0	0	5,650,814	0
Other Resources				
Restricted/Designated Prior Year Fund Balance	0	0	(494,437)	0
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	0	0	(494,437)	0
TOTAL ESTIMATED SOURCES OF FUNDS	0	0	5,156,377	0
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Water Debt Fund - 2017	494,435	0	5,156,377	0
Subtotal - Direct Costs by Function	494,435	0	5,156,377	0
TOTAL ESTIMATED USES OF FUNDS	494,435	0	5,156,377	0

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 WATER 2017 DEBT FUND BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	494,435	0	5,156,377	0
Debt Service	0	0	0	0
Indirect/Direct	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	494,435	0	5,156,377	0

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 WASTEWATER 2023 DEBT FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Transfers In				
Loan Proceeds	5,824,911	0	4,675,088	0
Subtotal - Transfers In	5,824,911	0	4,675,088	0
Other Resources				
Restricted/Designated Prior Year Fund Balance	0	0	(2,629,460)	0
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	0	0	(2,629,460)	0
TOTAL ESTIMATED SOURCES OF FUNDS	5,824,911	0	2,045,628	0
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Wastewater Debt Fund - 2023	8,454,372	0	2,045,628	0
Subtotal - Direct Costs by Function	8,454,372	0	2,045,628	0
TOTAL ESTIMATED USES OF FUNDS	8,454,372	0	2,045,628	0

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 WASTEWATER 2023 DEBT FUND BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	54,000	0	0	0
Capital Outlay	8,400,372	0	2,045,628	0
Debt Service	0	0	0	0
Indirect/Direct	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	8,454,372	0	2,045,628	0

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 WATER 2024 DEBT FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Transfers In				
Loan Proceeds	0	0	37,000,000	0
Subtotal - Transfers In	0	0	37,000,000	0
Other Resources				
Restricted/Designated Prior Year Fund Balance	0	0	0	0
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	0	0	0	0
TOTAL ESTIMATED SOURCES OF FUNDS	0	0	37,000,000	0
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Water Debt Fund - 2024	0	0	37,000,000	0
Subtotal - Direct Costs by Function	0	0	37,000,000	0
TOTAL ESTIMATED USES OF FUNDS	0	0	37,000,000	0

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 WATER 2024 DEBT FUND BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	0	0	37,000,000	0
Debt Service	0	0	0	0
Indirect/Direct	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	0	0	37,000,000	0

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 ADOPTED BUDGET

Outstanding Debt

Series	Description	Original Amount	Issue Date	Amount Outstanding at 6/30/23	Issue Type	Interest Rate	Maturity Date
1	OWRB-Wastewater Treatment Plant-Phase II Refunding	\$7,620,000	6/29/2005	\$983,367	CWSRF Note	2.60% + 0.5%	3/15/2025
2	OWRB-Wastewater ARRA Loan	\$1,875,000	11/24/2009	\$543,462	CWSRF Note	2.34% + 0.5%	9/15/2030
3	OWRB-Water ARRA Loan	\$11,645,000	11/24/2009	\$5,043,775	DWSRF Note	2.84% + 0.5%	9/15/2032
4	OWRB-Water Loan (2016)	\$29,900,000	6/27/2016	\$23,127,730	DWSRF Note	1.82% + 0.5%	9/15/2046
5	OWRB-Water Loan (2017)	\$12,600,000	9/22/2017	\$5,689,187	DWSRF Note	2.18% + 0.5%	9/15/2048
6	OWRB-Southwest Sewer Interceptor	\$10,500,000	1/10/2023	\$4,824,911	CWSRF Note	2.43% + 0.5%	3/15/2054
7	OWRB-Water Loan (2021)	\$37,000,000	12/19/2023	\$0	DWSRF Note	2.92% + 0.5%	3/15/2056
8	2014 Revenue Bonds- Stillwater Energy Center	\$61,830,000	8/14/2014	\$53,280,000	Revenue Bonds	Range: 3% - 5%	10/1/2042
9	USACE-Water Storage at Kaw	\$1,530,403	9/26/1980	\$591,465	USACE Note	3.222%	8/27/2034
10	Bank of America - Equipment (7 Waste Trucks)	\$2,002,000	6/15/2021	\$1,215,046	Lease	1.1555%	6/15/2026
11	Bank of America - Equipment (1 Waste Truck)	\$304,500	7/30/2021	\$189,913	Lease	1.1555%	7/30/2026
12	Bank of America - Equipment (5 Waste Trucks)	\$1,120,000	1/13/2023	\$1,035,378	Lease	4.2035%	12/13/2027
13	Bank of America - Equipment (3 Waste Trucks)	\$694,482	3/3/2023	\$663,328	Lease	4.4885%	2/3/2028
14	Bank of America - Equipment (1 Waste Truck)	\$224,000	4/24/2023	\$217,240	Lease	4.0535%	4/24/2028
15	Bank of Oklahoma – Equipment (7 Waste Trucks)	\$3,220,000	5/8/2024	\$0	Lease	5.7475%	6/1/2029
16	Bank of Oklahoma-Equipment (1 Waste Truck)	\$275,000	5/8/2024	\$0	Lease	5.7475%	6/1/2029

STILLWATER UTILITIES AUTHORITY
FISCAL YEAR 2025 ADOPTED BUDGET

Maturity Schedule (Principal and Interest)

Series	FY 2023/ 2024	FY 2024/ 2025	FY 2025/ 2026	FY 2026/ 2027	FY 2027/ 2028	FY 2028/ 2029	FY 2029/ 2030	FY 2030/ 2031	FY 2031/ 2032	FY 2032/ 2033
1	494,736	494,786	0	0	0	0	0	0	0	0
2	654,525	654,338	654,147	653,956	653,760	653,574	653,384	653,193	407,414	0
3	79,535	79,535	79,535	79,535	79,535	79,535	79,535	40,071	0	0
4	1,228,414	1,296,369	1,269,369	1,269,369	1,269,369	1,269,369	1,269,369	1,269,369	1,269,369	1,269,369
5*	569,656	558,400	547,144	535,888	524,632	513,376	502,120	490,864	479,608	468,352
6*	116,237	455,717	446,439	437,160	427,882	418,604	409,325	400,047	390,769	381,490
7**	0	0	600,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000
8	4,100,300	4,093,625	4,089,750	4,086,500	4,103,675	4,081,975	4,081,100	4,079,850	4,089,950	4,074,800
9	60,210	60,210	60,210	60,210	60,210	60,210	60,210	60,210	60,210	60,210
10	412,271	412,271	412,269	0	0	0	0	0	0	0
11	62,762	62,762	62,762	5,230	0	0	0	0	0	0
12	248,754	248,754	248,754	248,754	145,107	0	0	0	0	0
13	155,323	155,323	155,323	155,323	116,492	0	0	0	0	0
14	49,569	49,569	49,569	49,569	41,307	0	0	0	0	0
15	0	741,431	741,431	741,431	741,431	741,431	0	0	0	0
16	0	64,472	64,472	64,472	64,472	64,472	0	0	0	0
Total	\$8,232,292	\$9,364,863	\$9,481,174	\$9,587,397	\$9,427,872	\$9,082,546	\$8,255,043	\$8,193,604	\$7,897,320	\$7,454,221

*estimated debt service payments while loan in construction status

** estimated principal payments commencing on March 15, 2026. Interest is paid semi-annually on amounts drawn and as of 6/17/2024 no draws have been requested.

Section 4

Stillwater Economic Development Authority

FY25 ADOPTED BUDGET



STILLWATER ECONOMIC DEVELOPMENT AUTHORITY OFFICIALS

Chairman and Trustees



Chairman **William Joyce**



Vice Chairman **Amy Dzialowski**



Trustee **Kevin Clark**



Trustee **Christie Hawkins**



Trustee **Tim Hardin**

Administration

General Manager - Kimberly Meek

General Counsel - Kimberly Carnley

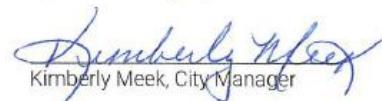
Secretary - Teresa Kadavy



ORGANIZATION CHART – STILLWATER ECONOMIC DEVELOPMENT AUTHORITY (SEDA)



Approved as of April 2024



Kimberly Meek, City Manager

RESOLUTION NO. SEDA-2024-2

A RESOLUTION OF THE STILLWATER ECONOMIC DEVELOPMENT AUTHORITY ADOPTING AN OPERATING BUDGET FOR THE FISCAL YEAR 2024-25.

WHEREAS, 60 O.S. §176 H provides that public trusts shall file annually, with their beneficiary, copies of financial documents and reports sufficient to demonstrate the fiscal activity of such trust, including, but not limited to, budgets, financial reports, bond indentures, and audits; and

WHEREAS, the Trustees have reached agreement regarding the estimated revenues and expenditures for the various departments within the trust for the 2024-25 fiscal year operating budget; and

WHEREAS, the 2024-25 fiscal year operating budget shall be adopted by the Trustees.

NOW, THEREFORE BE IT RESOLVED BY THE TRUSTEES:

Section 1. That the 2024-25 fiscal year operating budget attached hereto as Attachment A be adopted in the amounts reflected therein.

Section 2. That this resolution and a copy of the adopted budget be filed with the Stillwater City Clerk.

PASSED, APPROVED AND ADOPTED by the Trustees and SIGNED by the CHAIR of the STILLWATER ECONOMIC DEVELOPMENT AUTHORITY, this 17th day of June, 2024.

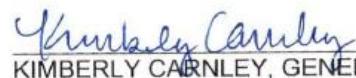
STILLWATER ECONOMIC DEVELOPMENT AUTHORITY




WILLIAM H. JOYCE, CHAIR


TERESA KADAVY, SECRETARY

APPROVED AS TO FORM AND LEGALITY on this 17th day of June, 2024.


KIMBERLY CARNLEY, GENERAL COUNSEL

Attachment A

Stillwater Economic Development Authority
Financial Plan for Fiscal Year 2025
Stillwater, Oklahoma

	General Operating Fund	Business Improvement District #1 Fund	Destination Marketing Fund	Tax Increment Financing District #1 Fund	Tax Increment Financing #3 Series A Repayment Fund	Tax Increment Financing District #4 Fund	Tax Increment Financing #3 Downtown/Campus Link Fund	Tax Increment Financing District #5 Fund	Visitor Amenities Fund	Total Combined Funds
Resources and Transfers										
Beginning Balance	\$34,753	\$14,092	\$0	(\$106)	\$37,787	\$0	\$487,059	\$157,636	\$978,056	\$1,709,277
Interest	0	0	0	0	0	0	0	0	210,000	0
Transfers In	326,497	0	1,120,000	450,106	0	0	1,185,000	52,364	480,000	\$3,515,967
Total Resources and Transfers	361,250	14,092	1,120,000	450,000	37,787	0	1,672,059	420,000	1,458,056	5,533,244
Expenses and Transfers										
Operating	361,250	14,092	1,120,000	450,000	0	0	1,185,000	0	0	\$3,130,342
Capital	0	0	0	0	0	0	0	0	0	\$0
Debt	0	0	0	0	0	0	0	420,000	0	\$420,000
Transfers Out	0	0	0	0	0	0	0	0	0	\$0
Total Expenses and Transfers	361,250	14,092	1,120,000	450,000	0	0	1,185,000	420,000	0	3,550,342
Ending Balance	\$0	\$0	\$0	\$0	\$37,787	\$0	\$487,059	\$0	\$1,458,056	\$1,982,902

FINANCIAL SUMMARY

General Operating Fund
Business Improvement District Fund
Destination Marketing Fund
Tax Increment Financing District #1 Fund
Tax Increment Financing District #3 Series A Fund
Tax Increment Financing District #3 Downtown Fund
Tax Increment Financing District #4 Fund
Tax Increment Financing District #5 Fund
Visitor Amenities Fund

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY FUND DESCRIPTION

The Stillwater Economic Development Authority (SEDA) was established by resolution of the City Council on February 19, 1990 as the Stillwater Industrial Redevelopment Authority, pursuant to Title 60, Oklahoma Statutes 1981, Sections 176-180.4, inclusive as amended and supplemented (The "Public Trust Act"), Title 11, Oklahoma Statutes 1981, Sections 40-101 through 40-115, inclusive, as amended and supplemented (the "Central Business District Redevelopment Act"). The authority was renamed via an amendment to the trust on November 5, 2012 as the Stillwater Economic Development Authority. The SEDA is a public trust with the City as beneficiary and the City Councilors designated as trustees. The main purpose is the improvement of the economic climate of the trust beneficiary. Methods of improving the economic climate may include, but are not limited to, assisting in acquisition of financial resources to improve availability of housing, redevelopment of blighted areas and other economic activities.

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY
FISCAL YEAR 2025 GENERAL OPERATING FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Interest	0	0	0	0
Other	0	0	0	0
Subtotal - Revenues	0	0	0	0
Transfers In				
General Fund	526,024	323,343	323,343	326,497
Subtotal - Transfers In	526,024	323,343	323,343	326,497
Other Resources				
Restricted/Designated Prior Year Fund Balance	0	0	0	0
Unrestricted/Undesignated Prior Year Fund Balance	17,233	8,457	81,291	34,753
Subtotal - Other Resources	17,233	8,457	81,291	34,753
TOTAL ESTIMATED SOURCES OF FUNDS	543,257	331,800	404,634	361,250
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	950	0	0	0
Other Services and Charges	452,682	331,800	369,881	361,250
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Subtotal - Direct Costs by Function	453,632	331,800	369,881	361,250
Transfers Out				
Transfers Out	0	0	0	0
Subtotal - Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	453,632	331,800	369,881	361,250

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY
FISCAL YEAR 2025 GENERAL OPERATING FUND BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	950	0	0	0
Other Services and Charges	452,682	331,800	369,881	361,250
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	453,632	331,800	369,881	361,250

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY

FISCAL YEAR 2025 BUSINESS IMPROVEMENT DISTRICT FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Interest	877	0	0	0
Other	0	0	0	0
Subtotal - Revenues	877	0	0	0
Transfers In				
	0	0	0	0
Subtotal - Transfers In	0	0	0	0
Other Resources				
Restricted/Designated Prior Year Fund Balance	46,609	29,609	31,092	0
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	14,092
Subtotal - Other Resources	46,609	29,609	31,092	14,092
TOTAL ESTIMATED SOURCES OF FUNDS	47,486	29,609	31,092	14,092
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	17,000	17,000	17,000	14,092
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Subtotal - Direct Costs by Function	17,000	17,000	17,000	14,092
Transfers Out				
Transfers Out	0	0	0	0
Subtotal - Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	17,000	17,000	17,000	14,092

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY
FISCAL YEAR 2025 BUSINESS IMPROVEMENT DISTRICT FUND BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	17,000	17,000	17,000	14,092
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	17,000	17,000	17,000	14,092

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY
FISCAL YEAR 2025 DESTINATION MARKETING FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Interest	0	0	0	0
Other	0	0	0	0
Subtotal - Revenues	0	0	0	0
Transfers In				
Visitors & Special Events Promotion Fund	975,000	975,000	1,120,000	1,120,000
Subtotal - Transfers In	975,000	975,000	1,120,000	1,120,000
Other Resources				
Restricted/Designated Prior Year Fund Balance	0	0	0	0
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	0	0	0	0
TOTAL ESTIMATED SOURCES OF FUNDS	975,000	975,000	1,120,000	1,120,000
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	975,000	975,000	1,120,000	1,120,000
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Subtotal - Direct Costs by Function	975,000	975,000	1,120,000	1,120,000
Transfers Out				
Transfers Out	0	0	0	0
Subtotal - Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	975,000	975,000	1,120,000	1,120,000

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY
FISCAL YEAR 2025 DESTINATION MARKETING FUND BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	975,000	975,000	1,120,000	1,120,000
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	975,000	975,000	1,120,000	1,120,000

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY

FISCAL YEAR 2025 TAX INCREMENT FINANCING DISTRICT #1 FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Interest	0	0	0	0
Other	0	0	0	0
Subtotal - Revenues	0	0	0	0
Transfers In				
General Fund	419,292	450,000	450,000	450,106
Subtotal - Transfers In	419,292	450,000	450,000	450,106
Other Resources				
Restricted/Designated Prior Year Fund Balance	0	0	0	0
Unrestricted/Undesignated Prior Year Fund Balance	0	0	(106)	(106)
Subtotal - Other Resources	0	0	(106)	(106)
TOTAL ESTIMATED SOURCES OF FUNDS	419,292	450,000	449,894	450,000
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	419,398	450,000	450,000	450,000
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Subtotal - Direct Costs by Function	419,398	450,000	450,000	450,000
Transfers Out				
Transfers Out	0	0	0	0
Subtotal - Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	419,398	450,000	450,000	450,000

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY
FISCAL YEAR 2025 TAX INCREMENT FINANCING DISTRICT #1 FUND BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	419,398	450,000	450,000	450,000
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	419,398	450,000	450,000	450,000

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY**FISCAL YEAR 2025 TAX INCREMENT FINANCING DISTRICT #3 SERIES A REPAYMENT NOTE
FUND BUDGET SUMMARY**

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Interest	0	0	0	0
Other	11,214	0	0	0
Subtotal - Revenues	11,214	0	0	0
Transfers In				
	23,040	0	0	0
Subtotal - Transfers In	23,040	0	0	0
Other Resources				
Restricted/Designated Prior Year Fund Balance	75,534	3,534	37,787	37,787
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	75,534	3,534	37,787	37,787
TOTAL ESTIMATED SOURCES OF FUNDS	109,788	3,534	37,787	37,787
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Subtotal - Direct Costs by Function	0	0	0	0
Transfers Out				
Transfers Out	0	0	0	0
Subtotal - Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	0	0	0	0

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY

FISCAL YEAR 2025 TAX INCREMENT FINANCING DISTRICT #3 SERIES A REPAYMENT NOTE FUND BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	0	0	0	0

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY**FISCAL YEAR 2025 TAX INCREMENT FINANCING DISTRICT #3 DOWNTOWN/CAMPUS LINK
FUND BUDGET SUMMARY**

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Interest	0	0	0	0
Other	5,670	0	0	0
Subtotal - Revenues	5,670	0	0	0
Transfers In				
Stillwater Utilities Authority	863,099	391,080	1,185,000	1,185,000
Subtotal - Transfers In	863,099	391,080	1,185,000	1,185,000
Other Resources				
Restricted/Designated Prior Year Fund Balance	830,220	830,220	1,647,538	487,059
Unrestricted/Undesignated Prior Year Fund Balance	0	0		0
Subtotal - Other Resources	830,220	830,220	1,647,538	487,059
TOTAL ESTIMATED SOURCES OF FUNDS	1,698,989	1,221,300	2,832,538	1,672,059
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	51,450	0	1,350,000	785,000
Capital Outlay	0	0	400,000	400,000
Debt Service	0	0	0	0
Subtotal - Direct Costs by Function	51,450	0	1,750,000	1,185,000
Transfers Out				
Transfers Out	0	0	595,479	0
Subtotal - Transfers Out	0	0	595,479	0
TOTAL ESTIMATED USES OF FUNDS	51,450	0	2,345,479	1,185,000

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY

FISCAL YEAR 2025 TAX INCREMENT FINANCING DISTRICT #3 DOWNTOWN/CAMPUS LINK FUND BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	51,450	0	1,350,000	785,000
Capital Outlay	0	0	400,000	400,000
Debt Service	0	0	0	0
Transfers Out	0	0	595,479	0
TOTAL ESTIMATED USES OF FUNDS	51,450	0	2,345,479	1,185,000

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY

FISCAL YEAR 2025 TAX INCREMENT FINANCING DISTRICT #4 FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Interest	0	0	0	0
Other	0	0	0	0
Subtotal - Revenues	0	0	0	0
Transfers In				
General Fund - Reserves	0	0	250,000	0
Subtotal - Transfers In	0	0	250,000	0
Other Resources				
Restricted/Designated Prior Year Fund Balance	0	0	0	0
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	0	0	0	0
TOTAL ESTIMATED SOURCES OF FUNDS	0	0	250,000	0
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Subtotal - Direct Costs by Function	0	0	0	0
Transfers Out				
Transfers Out	0	0	250,000	0
Subtotal - Transfers Out	0	0	250,000	0
TOTAL ESTIMATED USES OF FUNDS	0	0	250,000	0

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY
FISCAL YEAR 2025 TAX INCREMENT FINANCING DISTRICT #4 FUND BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Transfers Out	0	0	250,000	0
TOTAL ESTIMATED USES OF FUNDS	0	0	250,000	0

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY

FISCAL YEAR 2025 TAX INCREMENT FINANCING DISTRICT #5 FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Interest	64,515	0	0	210,000
Other	93,121	0	0	0
Subtotal - Revenues	157,637	0	0	210,000
Transfers In				
General Fund	0	100,000	112,000	52,364
Subtotal - Transfers In	0	100,000	112,000	52,364
Other Resources				
Restricted/Designated Prior Year Fund Balance	0	0	157,636	157,636
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	0	0	157,636	157,636
TOTAL ESTIMATED SOURCES OF FUNDS	157,637	100,000	269,636	420,000
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	93,121	100,000	112,000	420,000
Subtotal - Direct Costs by Function	93,121	100,000	112,000	420,000
Transfers Out				
Transfers Out	0	0	0	0
Subtotal - Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	93,121	100,000	112,000	420,000

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY
FISCAL YEAR 2025 TAX INCREMENT FINANCING DISTRICT #5 BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	93,121	100,000	112,000	420,000
Transfers Out	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	93,121	100,000	112,000	420,000

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY
FISCAL YEAR 2025 VISITOR AMENITIES FUND BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Interest	0	0	0	0
Other	0	0	0	0
Subtotal - Revenues	0	0	0	0
Transfers In				
Visitors & Special Events Promotion Fund	0	0	1,178,056	480,000
Subtotal - Transfers In	0	0	1,178,056	480,000
Other Resources				
Restricted/Designated Prior Year Fund Balance	0	0	0	978,056
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	0	0	0	978,056
TOTAL ESTIMATED SOURCES OF FUNDS	0	0	1,178,056	1,458,056
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Subtotal - Direct Costs by Function	0	0	0	0
Transfers Out				
Transfers Out	0	0	200,000	0
Subtotal - Transfers Out	0	0	200,000	0
TOTAL ESTIMATED USES OF FUNDS	0	0	200,000	0

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY
FISCAL YEAR 2025 VISITOR AMENITIES FUND BUDGET DETAIL

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	0	0	0	0
Debt Service	0	0	0	0
Transfers Out	0	0	200,000	0
TOTAL ESTIMATED USES OF FUNDS	0	0	200,000	0

Section 5

Stillwater Public Works Authority

FY25 ADOPTED BUDGET



STILLWATER PUBLIC WORKS AUTHORITY OFFICIALS

Chairman and Trustees



Chairman **William Joyce**



Vice Chairman **Amy Dzialowski**



Trustee **Kevin Clark**



Trustee **Christie Hawkins**



Trustee **Tim Hardin**

Administration

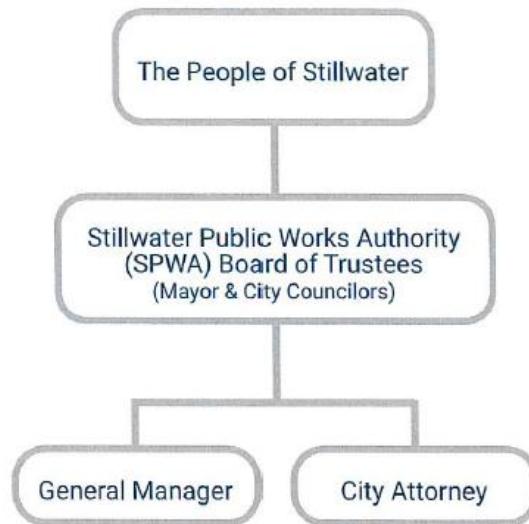
General Manager - Kimberly Meek

General Counsel - Kimberly Carnley

Secretary - Teresa Kadavy



ORGANIZATION CHART – STILLWATER PUBLIC WORKS AUTHORITY (SPWA)



Approved as of April 2024



Kimberly Meek, City Manager

RESOLUTION NO. SPWA-2024-1

**A RESOLUTION OF THE STILLWATER PUBLIC WORKS AUTHORITY
ADOPTING AN OPERATING BUDGET FOR THE FISCAL YEAR 2024-25.**

WHEREAS, 60 O.S. §176 H provides that public trusts shall file annually, with their beneficiary, copies of financial documents and reports sufficient to demonstrate the fiscal activity of such trust, including, but not limited to, budgets, financial reports, bond indentures, and audits; and

WHEREAS, the Trustees have reached agreement regarding the estimated revenues and expenditures for the various departments within the trust for the 2024-25 fiscal year operating budget; and

WHEREAS, the 2024-25 fiscal year operating budget shall be adopted by the Trustees.

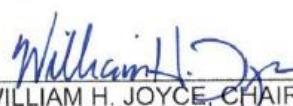
NOW, THEREFORE BE IT RESOLVED BY THE TRUSTEES:

Section 1. That the 2024-25 fiscal year operating budget attached hereto be adopted in the amounts reflected therein.

Section 2. That this resolution and a copy of the adopted budget be filed with the Stillwater City Clerk.

PASSED, APPROVED AND ADOPTED by the Trustees and SIGNED by the CHAIR of the STILLWATER PUBLIC WORKS AUTHORITY, this 17th day of June, 2024.

STILLWATER PUBLIC WORKS AUTHORITY



WILLIAM H. JOYCE, CHAIR

(SEAL)

ATTEST:


TERESA KADAVY, SECRETARY

APPROVED AS TO FORM AND LEGALITY on this 17th day of June, 2024.


KIMBERLY CARNLEY, GENERAL COUNSEL

Stillwater Public Works Authority
Financial Plan for Fiscal Year 2025
Stillwater, Oklahoma

<u>Resources and Transfers</u>	
Beginning Balance	\$105,755
Interest	0
Transfers In	0
Total Resources and Transfers	105,755
<u>Expenses and Transfers</u>	
Operating	0
Capital	0
Debt	0
Transfers Out	0
Total Expenses and Transfers	0
Ending Balance	\$105,755

FINANCIAL SUMMARY

FUND DESCRIPTION

STILLWATER PUBLIC WORKS AUTHORITY

The Stillwater Public Works Authority (SPWA) was created by a Declaration of Trust dated January 21, 1963, pursuant to Title 60, Oklahoma Statutes 1961, and the Oklahoma Trust Act, designating the City council as trustees to enter into contractual arrangements to provide services and physical facilities to departments of the City and, on behalf of the City, to other governments and residential and commercial customers within the corporate boundaries of the City. There are both formal and informal leasing arrangements between the SPWA and the City.

STILLWATER PUBLIC WORKS AUTHORITY
FISCAL YEAR 2025 BUDGET SUMMARY

	Prior Year Actual FY23	Current Year Adopted FY24	Current Year Revised FY24	Proposed Budget FY25
ESTIMATED SOURCES OF FUNDS:				
Revenues				
Interest	158	0	0	0
Miscellaneous	10	0	0	0
Subtotal - Revenues	168	0	0	0
Other Resources				
Restricted/Designated Prior Year Fund Balance	0	0	0	0
Unrestricted/Undesignated Prior Year Fund Balance	0	0	0	0
Subtotal - Other Resources	0	0	0	0
TOTAL ESTIMATED SOURCES OF FUNDS	168	0	0	0
ESTIMATED USES OF FUNDS:				
Direct Costs by Function				
Personal Services	0	0	0	0
Materials and Supplies	0	0	0	0
Other Services and Charges	0	0	0	0
Capital Outlay	0	0	0	0
Subtotal - Direct Costs by Function	0	0	0	0
TOTAL ESTIMATED USES OF FUNDS	0	0	0	0

Section 6

Appendix A.



CITY OF STILLWATER
FISCAL YEAR 2025 ADOPTED BUDGET
Revenue Descriptions

GENERAL FUND

TAXES:

Sales Tax

Since 2006, the City levies a 3.5% sales tax. The first one percent was approved by voters in 1966 for the "general purposes" of municipal government. In 1972, voters approved an additional 1% for the primary purpose of debt service on capital improvements and, secondarily, for the "general purposes" of the City. In 1979, voters approved the third 1% restricting its use to the Stillwater Utilities Authority. An additional 0.5% was approved by voters in 2001 and was extended in 2006 and 2015 (to expire on September 30, 2026) for the purpose of transportation improvements. In 2022, the voters approved an additional 0.5% for the purpose of transportation improvements bringing the total to 1% (entire 1% to expire on June 30, 3032). The sales tax is collected by the Oklahoma Tax Commission (OTC) and remitted to the City in the month following receipt by the OTC. The tax commission retains 1% of the collections for its administration of the program.

Ordinance 1160	April 25, 1966	(1%)
Ordinance 1432	November 13, 1972	(additional 1%)
Ordinance 1835	1979	(additional 1%)
Ordinance 2718	September 11, 2001	(additional 0.5%)
Ordinance 2923	April 4, 2006	(0.5% extended)
Ordinance 3322	November 10, 2015	(0.5% extended)
Ordinance 3486	February 8, 2022	(0.5% extended plus additional 0.5%)

Use Tax

The City's use tax was approved at the same rate as sales tax in 1997, which is now 4.0%. Use tax is calculated on personal property purchased outside the city limits but stored, used or consumed within the city. The use tax is collected by the Oklahoma Tax Commission and remitted to the City in the month following receipt by the tax commission. The tax commission retains 1% of the collections for its administration of the program.

Ordinance 2562 April 7, 1997

Cigarette Tax

This tax is the City's portion of tobacco tax collected by the Oklahoma Tax Commission.

Interest on Sales Tax

Interest earned on sales and use tax collection during the period held by the Oklahoma Tax Commission and remitted to the City.

Franchise Tax Telephone

A 2% franchise tax, which is termed an inspection fee, was approved on September 18, 1939.

Ordinance 728 September 18, 1939

Franchise Tax ONE Gas, Inc.

A 25-year non-exclusive franchise agreement was approved by voters on November 10, 2015. The agreement requires ONE Gas, Inc. to remit monthly a percentage that equals 4.25% of its gross cash receipts or the highest rate paid to any other municipality by ONE Gas, Inc.

Ordinance 3325 September 14, 2015

Franchise Tax CATV

This franchise fee is 5% of gross revenues of Suddenlink and its affiliates collected from each subscriber to Suddenlink's Cable Services product and 5% of gross revenues from advertising. All fees are paid on a quarterly basis. The franchise fee is affected by rate changes.

Ordinance 3182 July 16, 2012

Alcohol Beverage Tax

State law 37-579 authorizes the State to collect a 10% tax on total gross receipts from the sale of alcoholic beverages and on admission charges to such establishments. Under Section 37-563 the State retains 2/3 of 97% and distributes 1/3 of 97% to the counties on a population/area formula of the county. The County distributes those funds to the cities on a per capita basis per the last Federal Decennial Census.

Franchise Tax OG&E

A 25-year, non-exclusive franchise agreement was approved by voters on August 14, 2007. The agreement requires OG&E to remit monthly a percentage that equals 3% of its gross cash receipts for electrical service provided to Oklahoma State University.

Ordinance 3000 August 14, 2007

Network Fee – Fiber

Fee paid by telecommunications companies to use the City's fiber system network.

CREC Service Agreement Payments

Central Rural Electric Cooperative and the City executed an agreement December 17, 2007, effective January 1, 2008. Under this agreement CREC agrees to pay a monthly user fee to the City per the following schedule:

Existing CREC customers located inside corporate boundaries of the City - 4% of gross monthly sales.

New CREC customers located inside corporate boundaries of the City – 4.5% of gross monthly sales.

New or existing CREC customers located in any area annexed into the corporate boundaries of the City – 4.5% of gross monthly sales.

State Gasoline Tax

Title 68 of the Oklahoma Revenue and Taxation Code, Article 5, Section 504, defines the apportionment method of the gasoline tax. This tax is collected by the State and 5% of collections are distributed to cities based on population. The funds are restricted for streets and alleys and for street lighting.

State Auto Tag Tax

Section 47-1104 of the Oklahoma Vehicle License and Registration Act defines the apportionment method of the auto tag tax. This tax is collected by the State and 3% of collections are distributed to cities based on population. The funds are restricted for streets and alleys and for street lighting.

Grants

These revenues are grant proceeds received from federal, state, and local granting agencies.

Fines and Forfeitures

These revenues include library fines and police fines and court costs approved by the City Council.

Ordinance 3147 August 15, 2011 (police/court fines)

FEES AND RENTALS:

Return Check Fees

This fee is \$25.

Visitor Tax Administration Fee

A 4% visitor tax was adopted by City Council on March 25, 1985 and approved by voters on March 7, 1985. An additional 3% tax was approved by the voters on February 8, 2022. The administration fee is 1% of the gross receipts of visitor tax collections retained by the City to offset the administration cost.

Ordinance 2178 March 25, 1985

Ordinance 2621 July 13, 1998

Ordinance 3485 February 8, 2022

Bail Bond Assessment

A fee of \$35 is assessed by the Court for the filing of any bail bond. A portion of these funds is used to offset the cost of operating the municipal jail.

Blue Print/Copying Fees

Costs are assessed for blueprints and copies based on the quantity and size. This fee was updated on July 24, 2020.

Filing Fees

City Council adopted a planning application fee schedule effective July 1, 2000. These fees were increased July 1, 2001. In September 2018, City Council adopted a fee schedule for services such as annexation request, earth change permits, drainage study review as well as water, sewer and street improvement reviews.

Resolution CC-2000-3 July 1, 2000

Resolution CC-2001-13 July 1, 2001

Resolution CC-2018-18 September 24, 2018

Mowing Fees

The City may enter private property to mow weeds when the owner has failed to comply with the ordinance and notices. The mowing is done by contract with rates established seasonally by solicitation of proposals. Unpaid charges are turned over to the county and become a tax lien. A \$70 administrative handling fee as well as the fees for filing and releasing the liens is added to the actual cost.

Ordinance 2320 May 23, 1988

Police Other Fees

Fees for copying reports, video tapes, audio tapes, and pictures requested by citizens, attorneys, and District Attorney's Office.

Police Prisoner Fees

Fees charged to defray costs related to housing prisoners in the municipal jail.

Animal Shelter Fees

The redemption fee is \$5 for each day of impoundment. A \$10 deposit is required by state law Title 4, Chapter 14A, Section 499.2 that is refunded upon proof of neutering. Non-residents are charged \$20 to leave an abandoned animal at the shelter. Standard adoption fees are \$60 for dogs and \$40 for cats.

Ordinance 2069 May 2, 1983

Royalties

Royalties received for wells drilled on City property.

Library Space

Rental fees for the use of the Library facilities and equipment are approved by the Library Board. The fees are \$30 per hour for small conference rooms; \$35 per hour for reception area; \$45 per hour for large meeting rooms. There is a 50% increase to rental charges for non-residents.

E-911 Fees

On April 4, 1989 voters approved a 5% fee on telephone bills for funding the upgrade of the C-911 emergency service to E-911. The fee is collected by the local telephone company and remitted to the City on a monthly basis. The proceeds of the fee will be used for equipment and additional

dispatchers. State law requires that the City Council annually evaluate the need to retain the 5% fee.

Ordinance 2350 May 15, 1989

Ordinance 3361 April 3, 2017

On April 2, 2001 the voters in Payne County approved a fee for the provision of fixed location Enhanced 911 service for all Payne County residents. Voters also approved a fee for the provision of wireless E-911 service. The proposition called for the creation of an administrative board to oversee fee collection and evaluation of the percentage charged each year to county residents for E-911 service. The Board shall adopt an annual budget separately providing for the costs of providing Enhanced Telephone Services for all fixed location and/or wireless telephone users who are either located within Payne County or connected to a telephone exchange providing service within Payne County. The funds collected by the Agency from the proceeds of the Emergency Telephone Fee may only be expended for providing Emergency Telephone Services to persons at fixed locations either within Payne County but outside of the municipal boundary of the City of Stillwater, or who are outside Payne County but connected to a telephone exchange also providing service within Payne County. The funds collected by the Agency from the proceeds of the Wireless Telephone Fee may only be expended for providing cellular Emergency Telephone Services for calls initiated anywhere within Payne County. The City will receive a portion of these funds beginning in January 2003 for providing services including utilization of the city's 911 hardware and additional personnel in Central Communications.

Parks and Recreation Fees

The Parks and Recreation Department collects various fees for recreation programs. These fees include program fees and facilities rental fees.

CC-08-233 December 15, 2008

LICENSES AND PERMITS:

Liquor Store Licenses

The annual occupation tax for a retail package store is \$905.

Ordinance 3413 August 20, 2018

Mixed Beverage Licenses

The annual occupation tax for retailer is \$1,005 for the initial license and \$905 for a renewal. For a fraternal organization the annual tax is \$500.

Ordinance 3413 August 20, 2018

Wine and Beer Licenses

This annual occupation tax is \$500 for the initial license and \$450 for a renewal.

Ordinance 3413 August 20, 2018

Solicitors and Canvassers Licenses

The annual license fee is \$250 for non-residents and \$75 for residents.

Ordinance 3058 February 18, 2009

Itinerant – Peddlers Licenses

The annual license fee is \$50.

Ordinance 3406 April 23, 2018

Caterer Mixed Beverage Combo Licenses

The annual occupation tax is \$1,250.

Ordinance 3413 August 20, 2018

Daycare License

In September, 2018 City Council adopted a fee for in-home and commercial daycare license registration. The in-home daycare rate is \$50.00 and the commercial rate is \$75.00.

Resolution CC-2018-18 September 24, 2018

Street Works Contractor License

In September, 2018 City Council adopted a fee for street work contractor license registration. The new registration is \$200.00 and the renewal rate is \$55.00. These license expire annually at the end of June of each year.

Resolution CC-2018-18 September 24, 2018

Public Way Permits

In July, 2018, City Council adopted Ordinance No. 3408 establishing a new process and fee resolution for the management of the public rights of way. This new permit process was created for the public health, safety and welfare of Stillwater citizens as well as aid in disruption to the traveling public. The former combination of right-of-way with curb cut and/or sidewalk permits were consolidated into the one public way permit. The base public way permit cost is \$50.00.

This public way permit can be inclusive for lane restrictions and/or closures as well as sidewalk and parking restrictions and/or closures. The base public way permit cost is \$50.00 plus additional applicable fees based upon number of lanes, parking spaces and/or linear feet of sidewalk closed for extensive amount of days as set forth in the fee schedule adopted with Resolution CC-2018-15 in July, 2018 and revised with Resolution CC-2018-23 in November, 2018.

Resolution CC-2018-15 July 16, 2018

Resolution CC-2018-23 November 19, 2018

Occupancy of Rights of Way License and Permitting

In July 2018, City Council established a new process and fee resolution for the occupancy of the public rights-of-way. This new permit process was created for the public health, safety and welfare of Stillwater citizens as well as ensure the structural integrity of the City's streets and related infrastructure; established standards for authorizing and managing the placement of facilities in the rights-of-way.

To occupy the public rights-of way, the requestor must apply for and be approved by the City Council for a license. This application fee is \$200.00. Upon receiving this license, the applicant will apply for occupancy in the public rights-of-way. Upon approval, a fee is calculated and paid based upon factors of the linear feet being installed as well as calculated maintenance incurred by the City of these area(s).

Ordinance 3408 July 16, 2018

Electric Permits

Electric fees for new construction are \$47.23 per 100 amps. For remodeling or additions, with no change in circuit wiring, the fee is \$31.11. To upgrade service, the fee is \$29.97 for the first 100 amps plus \$0.175 per amp over 100. Electrical contractor license fee is \$200 for the first year and \$55 for renewal.

Resolution CC-2004-6 August 20, 2004

Resolution CC-2008-8 July 1, 2008 (Includes an automatic annual update based on the May Consumer Price Index (CPI). When adjusted, new fees become effective July 1.)

Mechanical Permits

Permit fee for new construction is \$47.23 for the first HVAC air handler, plus \$15.54 for each HVAC air handler over one. Fee for alteration/change outs is \$15.54. Mechanical contractor license fee is \$200 for the first year and \$55 for renewal.

Resolution CC-2004-6 August 20, 2004

Resolution CC-2008-8 July 1, 2008 (Includes an automatic annual update based on the May Consumer Price Index (CPI). When adjusted, new fees become effective July 1.)

Plumbing Permits

The basic permit fee is \$94.47 plus \$3.10 per fixture for commercial construction and \$47.23 plus \$15.54 for each bathroom over one for residential construction. New residential multi-family is \$25.35 per dwelling unit. New motel or hotel is \$15.54 per guest room plus \$94.47 plus \$3.10 per fixture for additional plumbing fixtures other than guest rooms. Plumbing contractor license fee is \$200 for the first year and \$55 for renewal.

Resolution CC-2004-6 August 20, 2004

Resolution CC-2008-8 July 1, 2008 (Includes an automatic annual update based on the May Consumer Price Index (CPI). When adjusted, new fees become effective July 1.)

Building Permits

Commercial/Industrial Permit applications are processed with a plan review fee based upon valuation of the project. Upon approval, new commercial construction permits are \$316.85 plus \$0.063 per square foot of building. Commercial remodels are \$63.40. Commercial additions are \$0.063 per square foot of addition. These commercial fees have a 1,000 square foot minimum. Residential (1&2 Family) Permit applications are \$31.11 per dwelling unit plus \$0.032 per square foot of building. Residential remodel is \$50.69 per dwelling unit. Residential additions are \$31.11 per dwelling unit plus \$0.032 per square foot of addition. These residential fees have a 1,000 square foot minimum.

Residential accessory permits for storage buildings larger than 200 square feet, pergolas and swimming pools at \$31.11 upon review and approval. Residential accessory permits for storage buildings of 200 square feet or less are no charge permits.

Resolution CC-2004-6 August 20, 2004

Resolution CC-2008-8 July 1, 2008 (Includes an automatic annual update based on the May Consumer Price Index (CPI). When adjusted, new fees become effective July 1.)

Mobile Home Permits

This permit fee is \$63.40.

Resolution CC-2008-8 July 1, 2008 (Includes an automatic annual update based on the May Consumer Price Index (CPI). When adjusted, new fees become effective July 1.)

House Moving Permits

This fee is \$47.23 plus a licensed plumber must acquire a separate plumbing permit to have the city sewer disconnection location inspected and accepted. The plumbing permit cost is \$15.54.

Resolution CC-2008-8 July 1, 2008 (Includes an automatic annual update based on the May Consumer Price Index (CPI). When adjusted, new fees become effective July 1.)

Sign Permits

This fee is \$0.1765 per square foot, but not less than a minimum fee of \$17.65.

Resolution CC-2008-8 July 1, 2008 (Includes an automatic annual update based on the May Consumer Price Index (CPI). When adjusted, new fees become effective July 1.)

Fire Permits

These fees are established based upon the fire sprinkler and fire alarm permits that are issued. In September 2018, City Council adopted a resolution to charge a fee for fire alarm and sprinkler inspections required on building projects.

Resolution CC-2008-9 **June 2, 2008** (Includes an automatic annual update based on the May Consumer Price Index (CPI). When adjusted, new fees become effective July 1.)

Resolution CC-2018-18 September 24, 2018

Alarm Permits

This annual fee is \$6.

Burn Permits

The fee for burning inside the city limits is \$25 for recreational fires, control of disease or pests, elimination of fire hazards, and maintenance of agricultural land. Land management carries a \$50 fee. Land clearing operations require a \$350 deposit and a \$50 fee.

Ordinance 2699 November 13, 2000

INTEREST EARNED:

Interest earned on investments and NOW accounts.

TOURISM AND CONVENTION FUND

Visitor Tax

A 4% visitor tax was adopted by City Council on March 25, 1985, and approved by Stillwater voters on May 7, 1985. An additional 3% tax was approved by the voters on February 8, 2022. The City contracts with Visit Stillwater to provide destination marketing services to attract visitors, conventions, and events to the Stillwater area.

Ordinance 2178 March 25, 1985

Ordinance 2621 July 13, 1998

Ordinance 3485 February 8, 2022

RURAL FIRE FUND

Membership Fees

Rural property owners or lessees may elect to purchase a rural fire contract from the City for an annual fee of \$100; the maximum fee for such services shall be capped at \$2000 per incident.

Ordinance 3050 December 8, 2008

Rural Fire Runs

Property owners or lessees who do not qualify to contract for service or elect not to contract will be charged the fire run and rescue run fees as approved by the City Council on December 15, 2008.

Resolution CC-2008-25 December 15, 2008

STORMWATER MANAGEMENT FUND

Stormwater Fee

This fee was created to provide funds for drainage facilities and stormwater related projects.

Resolution CC-97-18 July 7, 1997

Resolution CC-2023-42 November 6, 2023

TRANSPORTATION FEE FUND

Transportation Fees

Prior to the issuance of a building permit for new residential, commercial, or industrial construction, the applicant pays this fee to be used for the exclusive purpose of planning, designing, and construction capacity enhancements to the city's transportation system.

DEBT SERVICE FUND

Property Tax

Under State law, municipalities are limited in their ability to levy a property tax. Such tax may only be levied to repay principal and interest on general obligation bonded debt approved by voters and any court-assessed judgments.

AIRPORT ENTERPRISE FUND

Charges for Services

Included in charges for services are landing fees, stand-by ARFF fees, security fees, land usage fees, fuel flowage fees, parking charges, pasture rentals, hangar rentals, and office rentals.

Fuel Sales

These are revenues from sale of fuel to retail fuelers. The airport serves as the marketer of aviation fuel through a marketer agreement. The retail fueling companies provide fuel and line services to airport users.

Passenger Facility Charge

A fee of up to \$4.50 allowed by US federal law to be charged by airports for every enplaned passenger at public-agency controlled commercial airports. The airport must use the money from the fees to pay for projects approved by the Federal Aviation Administration (FAA) that, according to the FAA, "enhance safety, security or capacity; reduce noise; or increase air carrier competition."

STILLWATER UTILITIES AUTHORITY FUNDS

UTILITY SALES:

Electric

Electric rates are set by the Stillwater Utilities Authority Trustees to ensure that the financial requirements of the electric system are met. The electric tariff is composed of various rate structures that are based on the service type. Each rate is composed of an electric customer service charge and an energy charge based on metered consumption. Some rates include demand charges and adjustments based on production costs. Some rates also include seasonal variations in the energy charge.

Resolution SUA-2011-4 June 20, 2011

Resolution SUA-2022-5 April 18, 2022

Resolution SUA-2023-7 November 6, 2023

Water

Water rates are set by the SUA Trustees to ensure that the financial requirements of the water system are met. The water rate is comprised of two components: a water customer service charge based on the meter size and a water volumetric charge based on metered consumption.

Resolution SUA-2015-7 July 6, 2015

Resolution SUA-2022-5 April 18, 2022

Resolution SUA-2023-8 November 6, 2023

Wastewater

Wastewater rates are set by the SUA Trustees to ensure that the financial requirements of the wastewater system are met. The wastewater rate is comprised of two components: a wastewater customer service charge based on the water meter size and a wastewater volumetric charge which is based on the water usage. All customers, except industrial consumers, are billed using the winter average formula, unless the customer elects to be billed based on actual water consumption. Winter average for each account is calculated in April of each year and is based on the actual monthly water usage for December through March.

Resolution SUA-2015-7 July 6, 2015

Resolution SUA-2022-5 April 18, 2022

Resolution SUA-2023-8 November 6, 2023

Waste Management

Waste collection fees are set by the SUA Trustees to ensure that the financial requirements for waste management and street sweeping are met. The waste management tariff is composed of various rate structures based on the service type. Fees for residential service are based on the size and number of carts being picked up at each location. Fees for commercial service are based on the size of dumpster and frequency of pick-up. The street sweeping fee is a flat rate charged to all utility customers located within the City limits.

Resolution SUA-2013-1 May 6, 2013

Resolution SUA-2017-4 April 17, 2017

Resolution SUA-2020-8 December 7, 2020

UTILITY AND BILLING SERVICES:

Installation and Reconnection Fees and Miscellaneous Fees and Charges

\$25 processing installation fee billed to the account when deposit installation is made during normal working hours.

\$40 disconnect fee collected if a trip is made to the service address to disconnect service due to non-payment. This fee is collected at the time service is turned on.

\$25 disconnect fee billed to account when temporary service arrangements have not been completed according to the terms of the agreement.

\$25 reconnection fee collected with payment to the customer's account when reconnection is made during normal working hours.

\$20 reconnection fee for replacing a water meter removed for the purpose of avoiding base charges.

\$54 installation, removal or relocation of a hydrant meter assembly.

\$25 per load customer service fee for the purchase of bulk water.

\$55 enrollment fee for advanced metering infrastructure (AMI) opt-out customers. Enrollment fee is applicable each time a customer moves locations.

\$55 change meter fee if customer elects to be an AMI opt-out customer and there is currently installed an AMI electric smart meter or MTU water device at the service location. An AMI opt-out customer utilizing a non-standard meter or that does not have a water MTU that requests to terminate opt-out status and return to an AMI smart-meter and/or have the water MTU reinstalled shall not be subject to the change meter fee for the first request. Additional requests to opt-in or opt-out that requires a meter change or MTU installed at the same service location shall be subject to the change meter fee.

\$28 monthly recurring fee shall be charged to the utility account of AMI opt-out customers.

\$5 cut-off notice fee is charged if a cut-off notice is mailed due to non-payment, with no charge on the first notice within each 12 month period.

Late charge penalty fee equal to 10% of a customer's total utility account balance outstanding at the time each monthly bill is determined to be past due or \$2500; whichever is less.

Electric meter test fee of \$28.50 per test and water meter test fee of \$44 per test.

Returned check, bank draft service charge, or electronic payment fee of \$25

Stop payment fee of \$25 if less than 6 months since the date the check was issued.

Resolution CC-2008-13; SUA-2008-6 July 7, 2008

Resolution CC-2023-25; SUA-2023-6 August 7, 2023

Charge Offs Collected

Collections received from collection agencies for recovered account receivables.

Section 7

Appendix B.



Glossary

Accrual Basis Accounting — basis of accounting used by most corporations and for-profit entities. This basis recognizes revenue when earned and expenses when incurred; they are recorded at the end of an accounting period even though the cash has not been received or paid.

Ad Valorem — levy imposed on the value of property. This is most commonly imposed by counties, states, and municipalities on the value of real estate.

Appropriation — authorization of a governmental unit to spend money within specified restrictions such as amount, time period, and purpose.

Beginning Fund Balance — the prior fiscal year ending fund balance which is available for appropriation.

Budget Amendment — an increase or decrease in the budget of a fund that is approved after the adoption and implementation of the original budget. These amendments must be approved by the governing body.

Budget Basis Accounting — basis of accounting used solely for budgetary preparation and monitoring. The budget basis used by a municipality is determined by each entity individually to suit their needs and usually differs from generally accepted accounting principles.

Budget Revision — a reallocation of budgetary resources within a fund or department after the adoption and implementation of the original budget. These adjustments only require the approval of the City Manager.

Budgeted Reserve — amounts that are appropriated but not intended to be spent. Examples include operating reserve, severance reserve, compensated absence reserve, etc.

Capital Asset — asset purchased for use over a long period of time and not for resale. Included are land, buildings, plants and equipment, etc.

Capital Outlay — expenses for capital items such as machinery and equipment, furniture, land, buildings, improvements other than buildings, infrastructure, and all construction, reconstruction, or improvements to real property. Capital items with a life expectancy over 1 year and a cost of \$5,000 or more are capitalized as capital assets.

Capital Projects Fund — a fund that accounts for financial resources to be used for the acquisition or construction of capital assets.

Debt Service — expenses for debt principal payments, periodic interest payments, or related service charges for benefits received.

Debt Service Fund — fund used to account for the accumulation of resources for, and the payment of, general long-term debt principal, judgments, and interest.

Department — operating unit of the City. Departments are organized within funds. Some departments can be further broken down into divisions.

Encumbrance — represents an unfilled obligation on contracts or purchase orders. The purpose of an encumbrance is to prevent multiple commitments from being made on the same budgeted resources. An encumbrance must be entered into the system to reserve a portion of the budgeted resources prior to committing to a contract or ordering the goods or services.

Ending Fund Balance — amount of money remaining after expenses have been extracted from the fund, which is available for appropriation in the following fiscal year.

Enterprise Fund — fund that provides services to the community for a fee. These funds follow accounting principles similar to a business-type entity.

Estimated Revenue — amount of revenues estimated to be received during the fiscal year in each fund for which a budget is prepared.

Expendable Trust Fund — a trust fund that can be fully spent for the designated purposes. (see also Fiduciary Fund)

Expenditure — payment of cash or property, or the issuance of a liability to obtain an asset or service.

Fiduciary Fund — term used to describe a fund used by the government to act in a fiduciary capacity such as a trustee or agent. The government is responsible for the assets placed in its care. (see also Expendable Trust Fund)

Fiscal Year — consecutive twelve month period used by an entity to account for and report its business transactions. The City and most municipalities in the State of Oklahoma use June 30 as the last day of their fiscal year.

Full Time Equivalents — number of full time equivalent positions, defined as total hours worked divided by average annual hours worked.

Fund — fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources together with associated liabilities and residual equities. Funds are segregated for the purpose of conducting specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

Fund Balance — represents the difference between assets and liabilities in governmental funds. (Formula is: "assets - liabilities = fund balance")

GAAP — Generally Accepted Accounting Principles. GAAP is a set of standards, conventions, and rules accountants follow in recording and summarizing transactions and in the preparation of the financial statements.

GASB — Governmental Accounting Standards Board. GASB is the highest authority in governmental accounting.

General Fund — fund used to account for all assets and liabilities of a government entity except those particularly assigned for other purposes in a more specialized fund. It is the primary operating fund of the government. Much of the usual activities of a government are supported by the general fund.

General Obligation Bond — bond for which payment is unconditionally promised by a governmental unit that has the power to levy taxes. General Obligation Bonds are backed by the full faith and credit (taxing power) of a municipality.

Governmental Fund — describes all funds of the government except enterprise funds, internal service funds and fiduciary funds. Examples of governmental funds include the general fund, special revenue funds, debt service fund, and capital projects funds.

Internal Service Fund — fund used to account for goods or services given from one department to another on a cost reimbursement basis.

Levy — to impose ad valorem taxes or the total amount of ad valorem taxes for a purpose or entity.

Materials and Supplies — expenses for articles and commodities which are consumed or materially altered when used, such as office supplies, operating supplies, and repair and maintenance supplies.

Measurement Focus — the accounting convention that determines (1) which assets and which liabilities are included on a government's balance sheet and where they are reported there, and (2) whether an operating statement presents information on the flow of financial resources (revenues and expenditures) or information on the flow of economic resources (revenues and expenses).

Modified Accrual Basis — basis of accounting in which revenues are recognized when they are available and measurable. Expenditures are generally recognized when incurred.

Net Income — revenue less all expenses.

Operating Reserve — appropriated budget amount that is set aside for use in only the most extreme of emergencies.

Ordinance — a formal legislative enactment by the legislative body which, if not in conflict with any higher form of law, has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Revenue raising measures, such as the imposition of taxes, special assessments, and service charges, universally require ordinances.

Other Services and Fees — expenses for professional services, contractual services, and other services or fees such as communications, transportation, advertising, insurance, public utility services, and rentals.

Personal Services — expenses for salaries, wages or other compensation, fees, allowances, and related employee benefits paid to any officer or employee for services rendered or for employment. Employee benefits include employer contribution to retirement and pension plan, employee insurance, Social Security/Medicare, or similar benefits.

Proprietary Fund — type of fund that focuses on profit and loss similar to a business. The two types of proprietary funds are Enterprise Funds and Internal Service Funds.

Resolution — a written motion adopted by a deliberative body. The substance of the resolution can be anything that can normally be proposed as a motion. Resolutions do not carry the weight of law.

Restricted Donation — donation that is restricted as to purpose or timing. An example would be a donation for a specific building project or a donation restricted to being spent in a future period.

SEDA — Stillwater Economic Development Authority

SIRA — Stillwater Industrial Redevelopment Authority

Special Revenue Fund — fund used to account for the proceeds of specific revenue sources (other than expendable trust or major capital projects) that are legally restricted to expenditure for specified purposes.

SPWA — Stillwater Public Works Authority

SUA — Stillwater Utilities Authority

Transfer — permanent transfers of resources from one fund to another.