

For Budget Year 2024

Department of Finance

723 S. Lewis Street/P.O. Box 1449 Stillwater, OK 74076-1449

Date:	09/13/2023							
Department:	Transportation			Requested by:	Candy Staring	SUA-23-	52	
Explanation:	Expenditure: Appropriate funds for Yost Pum	p Station project.						
	Account		Project	Current Budget	Amount of	New Budget		
	Name	(xxxxxxx-xxxxx)	Number	Amount	Change	Amount		
Increase:	Yost Pump Station	9129216 - 54009	24WT01912	\$0	\$ 110,600	\$ 110,600 \$ 0		
						\$ 0 \$ 0		
		-				\$0		
Decrease:		-				\$0		
		-				\$0		
		-				\$0		
		-				\$0		
eviewed by Departn	et Change: (will usually result in a total increase or decrease) S 110,600 Date: 9/14/2023							
eviewed by Finance	: Ching Min				Date:	21-15-100)	
pproved by CMO: _	13m/1990	A			Date:	09. He. 23		
pproved by City Cou	ıncil:	Yes	□ No		Date:	04.25.23		
et ID: Buo	: alicia avans					9-27.23		
et ID: M 7000	24104	1	Print on Yellow Paper		Date Sent to SAME.			



For Budget Year 2024

Department of Finance 723 S. Lewis Street/P.O. Box 1449 Stillwater, OK 74076-1449

Date:	08/28/2023								
Department:	Finance			Requested by:	Christy Cluck				
	Revenues: Increase the transfer-in from the Visitor Tax Fund to SEDA to fund the "development and maintenance of visitor amenities" which is 30% of visitor tax collections as identified in Ordinance 3485. This transfer represents 30% of visitor tax collections for FY23 and FY24.								
	Account	Account Number	Project	Current Budget	Amount of	New Budget			
	Name	(xxxxxxx-xxxxx)	Number	Amount	Change	Amount			
Increase:	Transfer-in	8580000 - 61000		\$0	\$ 805,000	\$ 805,000			
		-				\$0			
		-				\$0			
		-				\$ 0			
						\$0			
Decrease:						\$0			
		- 1				\$0			
		-				\$0			
		-				\$ 0 \$ 0			
						\$0			
et Change: (will usua	ally result in a total increase or decrease)				\$ 805,000				
eviewed by Departn	nent Manager:				Date:				
eviewed by Finance	: Church Cluck				Date:	8.28.2023			
pproved by CMO: _	Brypgo				Date:	09.14.23			
pproved by City Cou	ıncil:	Yes Yes	□ No		Date:	9-11-2023			
rocessed by Finance	: alecia avos					9-13-23			
et ID: BOO	24742		Print on Yellow Paper		Date Sent to SA&I:	10-2-23			



For Budget Year 2024

Department of Finance

723 S. Lewis Street/P.O. Box 1449 Stillwater, OK 74076-1449

Date:	08/24/2023					
Department:	Fire			Requested by:	Terry Essary	
Explanation:	Expenditure: Appropriate funds for purchase	of two vehicles.				
	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	2-Staff Vehicles	1606510 - 54001	24FD01160	\$0	\$ 77.000	\$ 77,000
		-				\$ 0
						\$0
		-				\$ 0 \$ 0
Deswerses						
Decrease:						\$0
		-				\$0
		-				\$ 0 \$ 0
		-				\$ 0
let Change: (will usu	rally result in a total increase or decrease)				\$ 77,000	
eviewed by Depart	ment Manager:	bony			Date:	8-25-23
teviewed by Finance	: Chuity Chu	ch			-	8.25-23
approved by CMO: _		/				09,13,23
pproved by City Co	uncil:	Yes	No		Date:	7/11/05
rocessed by Finance	e: alicia avan				Date: _	9-13-23
set ID: BUCO	4738		Drint on Vallous Drans		Date Sent to SA&I:	10-2-23
			Print on Yellow Paper			



or Budget Year	2024
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Department of Finance 723 S. Lewis Street/P.O. Box 1449 Stillwater, OK 74076-1449

Date:	09/06/2023					
Department:	Airport			Requested by:	Kellie Reed	
Explanation:	Revenue: Increase revenue projections for passengers.	donation from Vis	sit Stillwater for cor	mplimentary coffee	bar for commercia	l airline
	Account	Account Number	Project	Current Budget	Amount of	New Budget
	Name	(xxxxxxx-xxxxx)	Number	Amount	Change	Amount
Increase:	Donation	8107025 - 48701		\$0	\$ 3,500	\$ 3,500
		-				\$0
		-				\$0
		-				\$0
		-				\$0
Decrease:		-				\$0
		-				\$0
		-				\$0
		-				\$0
		-				\$ 0
Net Change: (will usu	ally result in a total increase or decrease)				\$ 3,500	
Reviewed by Departr	ment Manager:	and the second s			Date:	1/4/2
Reviewed by Finance	: _ Christy Cluch				Date:	9-10-2023
Approved by CMO: _	Boultgo				Date:	9/11/23
Approved by City Co	uncil:	Yes	□ No		Date:	9/11/03
Processed by Finance	e: alicia avan	-			Date:	9-13-23
Set ID: BUOD			Print on Yellow Paper		Date Sent to SA&I:	10-2-23



For Budget Year 2024

Department of Finance

723 S. Lewis Street/P.O. Box 1449 Stillwater, OK 74076-1449

Date:	09/06/2023							
Department:	Airport			Requested by:	Kellie Reed			
Explanation:	Expenditure: Appropriate funds for purchase of complimentary coffee bar service for commercial airline passengers. Funded by donation from Visit Stillwater.							
	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount		
Increase:	Promotional	8107025 - 53044		\$ 3,000	\$ 3,500	\$ 6,500		
		-				\$0		
		-				\$0		
		-				\$0		
		•				\$0		
Decrease:		-				\$0		
		-				\$0		
						\$0		
						\$0		
		-				\$0		
let Change: (will usua	ally result in a total increase or decrease)				\$ 3,500			
seviewed by Departn	ment Manager:				Date:	1/120		
Reviewed by Finance	: Christy Cluck	_				9-10-2023		
Approved by CMO: _		/		1		09.13.23		
Approved by City Cou	uncil: V1 U	Yes	□ No		Date:	9/11/63		
Processed by Finance	:: celta: avme				Date: _	9-13-23		
Set ID: BUCC	,4739		Delat an Vallaus Barra		Date Sent to SA&I: _	10-2-23		
			Print on Yellow Paper					



For Budget Year 2024

Department of Finance

723 S. Lewis Street/P.O. Box 1449 Stillwater, OK 74076-1449

Office:	405.372.0025
Web:	stillwater.org

Date:	08/31/2023					
Department:	Library			Requested by:	Stacy DeLano, library	director CC-23/2
Explanation:	EXPENDITURE					
	The library received a \$6,000 Dig	ital Literacy Worksh	op Incentive gra	ant from the Public Librar	y Association.	
	Account	Account Number	Project	Current Budget	Amount of	New Budget
	Name	(xxxxxxx-xxxxx)	Number	Amount	Change	Amount
Increase:	Library Aministr / Grant Expend	1015510 - 53045	24LB01101	\$0	\$ 6,000	\$ 6,000
		-				\$0
		-				\$0
		-				\$ 0 \$ 0
Decrease:		_				
		-				\$0
		-				\$0
		-				\$0
		•/				\$0
Net Change: (will usua	ally result in a total increase or decrease)	-1			\$ 6,000	
Reviewed by Departn	nent Manager:	ST			Date: _	08/31/2023
Reviewed by Finance:		ch			Date:_	8-31-2023
Approved by CMO: Approved by City Cou					Date:_	09.13.23
		Yes	□ No		Date:	9/11/23
Processed by Finance	· alicia avas				Date: _	9-13-23
Set ID: BUOO	4741		Print on Yellow Pape	er	Date Sent to SA&I: _	10-2-23



For Budget Year 2024

Department of Finance

723 S. Lewis Street/P.O. Box 1449 Stillwater, OK 74076-1449

Date:	08/31/2023						
Department:	Library			Requested by: S	tacy DeLano, library d	lirector CC-2	3-14
Explanation:	REVENUE						
	The library received a \$6,000 Di	gital Literacy Work	shop Incentive	grant from the Public Libi	rary Association.		
	Account	Account Number	Project	Current Budget	Amount of	New Budget	
	Name	(xxxxxxx-xxxxx)	Number	Amount	Change	Amount	
Increase:	Library Aministr / Grant Revenue	1015510 - 43000	24LB01101	\$0	\$ 6,000	\$ 6,000	
		-				\$0	
	The state of the s	-				\$0	
		-				\$0	
				· 1		\$0	
Decrease:		-				\$0	
		-				\$0	
		-				\$0	
		-				\$0	
		-				\$0	
et Change: (will usua	ally result in a total increase or decrease)	01			\$ 6,000		
eviewed by Departr	^	ST			Date: _	08/31/2023	
eviewed by Finance	: Churty Clue	h			Date:_	8-31-2023	
pproved by CMO: _	BANPAD				Date:	9/13.23	
pproved by City Cou	incil:	Yes	☐ No		Date:	9/11/23	
	: alicia avans					9-13-23	
et ID: BUOC	0474/	1	Print on Yellow Pan		Date Sent to SA&I: _	10-2-23	



For Budget Year	2024
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Department of Finance

723 S. Lewis Street/P.O. Box 1449 Stillwater, OK 74076-1449

Date:	08/24/2023								
Department:	Police			Requested by:	Jeff Watts	CC-23-135			
Explanation:	Expenditure: Appropriate funds for remodel of dispatch center. Funded by contribution from Payne County E-911.								
	Account	Account Number	Project	Current Budget	Amount of	New Budget			
	Name	(xxxxxx-xxxxx)	Number	Amount	Change	Amount			
Increase:	Dispatch Remodel	1016025 - 54009	24P 01101	\$0	\$ 550,000	\$ 550,000			
			*,			\$0			
						\$0			
		-				\$ 0 \$ 0			
Decrease:		-				\$ 0 \$ 0			
		-				\$0			
		-				\$0			
						\$ 0 \$ 0			
et Change: (will usu	ally result in a total increase or decrease)				\$ 550,000				
eviewed by Departr	ment Manager:	6			Date:	8/30/2023			
eviewed by Finance	: Chy Chuch					8-30-2023			
pproved by CMO: _					Date:	09.13.23			
pproved by City Cou	uncil:	Yes	□ No		Date:	9/11/23			
rocessed by Finance	: alicia avans	-			Date:	9-13-23			
et ID: BUOOL	(7.37	-	Print on Yellow Paper		Date Sent to SA&I:	10-2-23			



For Budget Year 2024

Department of Finance

723 S. Lewis Street/P.O. Box 1449 Stillwater, OK 74076-1449

Date:	08/24/2023								
Department:	Police			Requested by:	Jeff Watts (C-23-135			
Explanation:	Revenue: Increase revenue projections for contribution from Payne County E-911 for remodel of dispatch center.								
	Account	Account Number	Project	Current Budget	Amount of	New Budget			
	Name	(xxxxxxx-xxxxx)	Number	Amount	Change	Amount			
Increase:	Donation	1016025 - 48701	24PD01101	\$0	\$ 550,000	\$ 550,000			
		- 1				\$0			
		-				\$0			
		-				\$0			
		-				\$ 0			
Decrease:						\$0			
		=				\$0			
			A PRINTED TO BE TO US			\$ 0 \$ 0 \$ 0			
		-				\$0			
						\$0			
let Change: (will use	ually result in a total increase or decrease)				\$ 550,000				
Reviewed by Depart	ment Manager: Wolls				Date:	8/30/2023			
Reviewed by Financ	e: Church Chiel					8-30-2023			
Approved by CMO:	RMpego				Date:	9/11/23			
Approved by City Co	ouncil:	Yes	No		Date:	4/11/23			
Processed by Financ	e: alicia an	-			Date:	9-13-23			
et ID: BUOO	4737		Print on Yellow Paper		Date Sent to SA&I:	10-2-23			
			Till Oll Tellow Faber						



Finance

Date:

Department:

08/28/2023

Budget Amendment Request

For Budget Year 2024

Department of Finance 723 S. Lewis Street/P.O. Box 1449 Stillwater, OK 74076-1449

Office: 405.372.0025 Web: stillwater.org

Requested by: Christy Cluck

Explanation:	Revenues: Increase the transfer-in from the Ordinance 3485 on July 1, 2022. maintenance of visitor amenitie	Staff recommends t	his amendment	to transfer this balance to	SEDA to fund the "	development and
	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	Transfer-in	8580000 - 61000		50	\$ 373.056	\$ 373,056
						\$0
		-				\$ 0 \$ 0
		-				\$0
Decrease:						\$ 0 \$ 0
		-				\$0
		-				\$0
						\$0
Net Change: (will usu	ally result in a total increase or decrease)		\$ 373,056			
Reviewed by Departi	ment Manager:		Date: _			
Reviewed by Finance	Churty Ch		Date: _	8-18-2023		
Approved by CMO: _ Approved by City Co	Bru pega		Date: 9/1/23			
Processed by Finance	e: alicia aras		Date: 9-13-23			
Set ID: BUO	04740	_	Print on Yellow Pa	per	Date Sent to SA&I:/	10-2-23



Finance

Date:

Department:

08/28/2023

Budget Amendment Request

For Budget Year 2024

Department of Finance 723 S. Lewis Street/P.O. Box 1449 Stillwater, OK 74076-1449

Office: 405.372.0025 Web: stillwater.org

Requested by: Christy Cluck

Explanation:	Expenditures: Increase the transfer-out from the Visitor Tax Fund to SEDA. The Visitor Tax Fund had a balance of \$373,056 upon implementation of Ordinance 3485 on July 1, 2022. Staff recommends this amendment to transfer this balance to SEDA to fund the "development and maintenance of visitor amenities" which is the same purpose as defined in Ordinance 3485 for 30% of current visitor tax collections.									
	Account	Account Number	Project	Current Budget	Amount of	New Budget				
	Name	(xxxxxxx-xxxxx)	Number	Amount	Change	Amount				
Increase:	Transfer-out	1500000 - 71000		\$ 1,120,000	\$ 373.056	\$ 1,493,056				
						\$0				
		-				\$0				
		-				\$ 0 \$ 0				
B						\$0				
Decrease:			+			\$0				
		-				\$0				
						\$0				
		-				\$0				
Net Change: (will use	ually result in a total increase or dec		\$ 373,056							
Reviewed by Depart	ment Manager:	0			Date: _					
Reviewed by Financ	MA	Date:	8-28-2023							
Approved by CMO:					Date: _					
Approved by Citro:			□ No		Date:	9/11/23				
Processed by Finance	e: alicia Cupir	<u> </u>			Date: _	9-13-23				
Processed by Finance: <u>alicia</u> GNAVO Set ID: <u>BUOO 4740</u>			Print on Yellow P	aper	Date Sent to SA&I:					