

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

RECEIVED
MAR 07 2024
State Auditor
and Inspector

✓
Spunt

Date: 02/13/2024

Requested by: Christy Cluck *CC 4g. 02.26.24*

Department: Finance

Explanation: Revenue:
Increase transfers-in from General Fund to Transportation Sales Tax Fund for the dedicated portion of the increase in sales tax projections.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	Transfer In	2600000 - 61000	\$ 9,375,000	\$ 375,000	\$ 9,750,000
		-			\$ 0
		-			\$ 0
		-			\$ 0
		-			\$ 0
Decrease:		-			\$ 0
		-			\$ 0
		-			\$ 0
		-			\$ 0
		-			\$ 0

Net Change: (will usually result in a total increase or decrease) \$ 375,000

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance: Christy Cluck

Date: 2-21-2024

Approved by CMO: Dumbly Neep

Date: 2-27-2024

Approved by City Council: Yes No

Date: 2-26-2024

Processed by Finance: Alia Gans

Date: 2-27-24

Set ID: BU005043

Date Sent to SA&I: _____

--Print on Yellow Paper--



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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: 02/13/2024

Department: Finance

Requested by: Christy Cluck CC 4h. 02.26.24

Explanation:

Revenue:
Increase revenue projections to account for increased sales and use tax collections.

Table with 6 columns: Account Name, Account Number, Project Number, Current Budget Amount, Amount of Change, New Budget Amount. Rows include Sales Tax, Use Tax, and several zero-value rows under Increase and Decrease categories.

Net Change: (will usually result in a total increase or decrease)

\$ 2,500,000

Reviewed by Department Manager:

Date:

Reviewed by Finance: Christy Cluck

Date: 2-21-2024

Approved by CMO: Kimberly Moore

Date: 2-27-2024

Approved by City Council: [X] Yes [] No

Date: 2-26-2024

Processed by Finance: Alicia Awan

Date: 2-27-24

Set ID: BU005043

Date Sent to SA&I:

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Date: 02/13/2024

Department: Finance

Requested by: Christy Cluck *cc 4.i 02.26.24*

Explanation:

Expenditure:
Increase transfers-out from General Fund to SUA and Transportation Sales Tax Fund for the dedicated portion of the increase in sales tax projections.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:					
Transfer Out	1010000 - 71000		\$ 28,658,809	\$ 375,000	\$ 29,033,809
Transfer Out	1010000 - 71000		\$ 28,658,809	\$ 375,000	\$ 29,033,809
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:					\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 750,000

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance: Christy Cluck

Date: 2-21-2024

Approved by CMO: Dumlerby

Date: 2-27-2024

Approved by City Council: Yes No

Date: 2-26-2024

Processed by Finance: Alicia Avans

Date: 2-27-24

Set ID: B0005043

Date Sent to SA&I: _____

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Date: 02/13/2024

Department: Finance

Requested by: Christy Cluck cc 4: j: 02.26.24

Explanation: Revenue: Increase transfers-in from General Fund to City Capital Fund for use on future capital projects. Source of funding is projected increase in sales and use tax projections.

Table with 6 columns: Account Name, Account Number, Project Number, Current Budget Amount, Amount of Change, New Budget Amount. Includes rows for Increase (Transfer In) and Decrease.

Net Change: (will usually result in a total increase or decrease)

\$ 883,000

Reviewed by Department Manager:

Date:

Reviewed by Finance: [Signature]

Date: 2-21-2024

Approved by CMO: [Signature]

Date: 2-27-2024

Approved by City Council: [X] Yes [] No

Date: 2-26-2024

Processed by Finance: [Signature]

Date: 2-27-24

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Office: 405.372.0025
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Date: 02/13/2024

Department: Finance

Requested by: Christy Cluck cc fj 02.26.24

Explanation: Expenditure: Increase transfers-out from General Fund to City Capital Fund for use on future capital projects. Source of funding is projected increase in sales and use tax projections.

Table with 6 columns: Account Name, Account Number, Project Number, Current Budget Amount, Amount of Change, New Budget Amount. Includes rows for 'Increase: Transfer Out' and 'Decrease:'.

Net Change: (will usually result in a total increase or decrease)

\$ 883,000

Reviewed by Department Manager:

Date:

Reviewed by Finance: [Signature]

Date: 2-21-2024

Approved by CMO: [Signature]

Date: 2-27-2024

Approved by City Council: [X] Yes [] No

Date: 2-26-2024

Processed by Finance: [Signature]

Date: 2-27-24

Set ID: BU005043

Date Sent to SA&I:

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Date: 02/13/2024

Department: City Manager's Office

Requested by: Christy Cluck *CC-24-16*

Explanation:

Expenditure:
Appropriate funds for Air Service Agreement with American Airlines.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	Licenses & Fees	1011020 - 53053	\$ 1,887,316	\$ 867,000	\$ 2,754,316
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 867,000

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance: Christy Cluck

Date: 2-20-2024

Approved by CMO: Hamberly Mae

Date: 2-27-2024

Approved by City Council: Yes No

Date: 2-26-2024

Processed by Finance: Alisa Awan

Date: 2-27-24

Set ID: BV005042

Date Sent to SA&I: _____

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Budget Amendment Request
For Budget Year 2024

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

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Date: 02/08/2024

Department: Electric Utility

Requested by: Loren Smith *Sut G/O 5a.*

Explanation:

Expenditure:
Appropriate funds for engineering services related to the replacement of two 69kV laminated self-supporting structures. *Sut-24-08*

	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	Replace 69kV Structures	9119011 - 54009	24RS08911	\$ 0	\$ 129,240	\$ 129,240
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
Decrease:		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 129,240

Reviewed by Department Manager: Lo Smith

Date: 02/08/2024

Reviewed by Finance: Chry Church

Date: 2-9-2024

Approved by CMO: Demberly Hoop

Date: 2-27-2024

Approved by City Council: Yes No

Date: 2-26-24

Processed by Finance: alice ana

Date: 2-27-24

Set ID: BUD05041

Date Sent to SA&I: _____

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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
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Date: 02/08/2024

Department: Electric Utility

Requested by: Loren Smith

SUA Consent 2d.

Explanation: Expenditure:
Appropriate funds for disposal of utility poles removed from service.

SUA-24-07

	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	Utility Pole Disposal	9119011 - 54010	24RS09911	\$ 0	\$ 49,995	\$ 49,995
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
Decrease:		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 49,995

Reviewed by Department Manager: *Lo Smith*

Date: 02/08/2024

Reviewed by Finance: *Christ Church*

Date: 2-9-2024

Approved by CMO: *Demberly M...*

Date: 2-27-2024

Approved by City Council: Yes No

Date: 2-26-2024

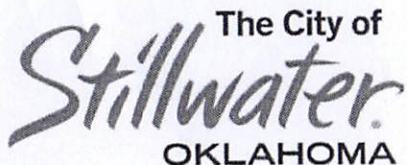
Processed by Finance: *Alicia Arans*

Date: 2-27-24

Set ID: BUD05040

Date Sent to SA&I: _____

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SUA-24-06

Date: 01/28/2024

Department: Water Resources *02.26.24*

Requested by: James Driskel

Explanation: Expenditure:
Appropriate additional funds for electricity, equipment parts and repair equipment due to increased electric usage at the Kaw pump station and increases in equipment repairs and replacements at the Water Treatment Plant.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:					
Electricity	9129270 - 53003		\$ 201,000	\$ 110,000	\$ 311,000
Equipment Parts	9129270 - 52024		\$ 80,500	\$ 20,000	\$ 100,500
Repair Equipment	9129270 - 53030		\$ 53,704	\$ 50,000	\$ 103,704
	-				\$ 0
	-				\$ 0
Decrease:					
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 180,000

Reviewed by Department Manager: *James E. Driskel*

Date: *1-30-24*

Reviewed by Finance: *Chris Clark*

Date: *1-30-2024*

Approved by CMO: *Lamberly Meier*

Date: *2-27-2024*

Approved by City Council: Yes No

Date: *2-26-2024*

Processed by Finance: *Alicia Gans*

Date: *2-27-24*

Set ID: *BU005039*

Date Sent to SA&I: _____

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Date: 02/21/2024

Department: Water Resources

Requested by: James Driskel SUA-24-10

Explanation: Expenditures:
Appropriate funds for the purchase of CCTV Camera Equipment.

Table with 6 columns: Account Name, Account Number, Project Number, Current Budget Amount, Amount of Change, New Budget Amount. Includes rows for CCTV Camera Equipment and several zeroed-out rows for increases and decreases.

Net Change: (will usually result in a total increase or decrease)

\$ 166,350

Reviewed by Department Manager:

Date:

Reviewed by Finance: [Signature]

Date: 2-21-2024

Approved by CMO: [Signature]

Date: 2-27-2024

Approved by City Council: [X] Yes [] No

Date: 2-26-2024

Processed by Finance: [Signature]

Date: 2-27-24

Set ID: BU005038

Date Sent to SA&I:

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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



Date: 02/13/2024

Department: Finance

Requested by: Christy Cluck *SUA 2h. 02.26.24*

Explanation:

Revenue:
Increase transfers-in from General Fund to SUA for the dedicated portion of the increase in sales tax projections.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:					
Transfer In	9000000 - 61000		\$ 9,375,000	\$ 375,000	\$ 9,750,000
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:					
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 375,000

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance: Christy Cluck

Date: 2-21-2024

Approved by CMO: Dumbily N...

Date: 2-27-2024

Approved by City Council: Yes No

Date: 2-26-2024

Processed by Finance: alice aw...

Date: 2-27-24

Set ID: B0005037

Date Sent to SA&I: _____

--Print on Yellow Paper--

Budget Amendment Request
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Department of Finance
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Date: 02/21/2024

Department: Water Resources

Requested by: James Driskel *SUA-24-11*

Explanation:

Expenditures:
 Appropriate funds for the purchase of easement machine with trailer.

	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	Easement Machine with Trailer	9139348 - 54008	24SC02913	\$ 0	\$ 77,200	\$ 77,200
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
Decrease:		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 77,200

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance: *Cheryl Cleveland*

Date: 2-21-2024

Approved by CMO: *Dumbally Hester*

Date: 2-27-2024

Approved by City Council: Yes No

Date: 2-26-2024

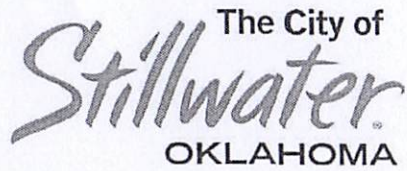
Processed by Finance: *Alicia Avaris*

Date: 2-27-24

Set ID: B0005036

Date Sent to SA&I: _____

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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



Date: 02/09/2024

Department: City Manager's Office

Requested by: Christy Cluck *cc Hd.*

Explanation: Revenue:
Increase revenue projections to reflect the award of the 2023 Oklahoma Energy Efficiency Lighting Retrofit Program grant.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount	
Increase:	Convert Indoor Lighting to LED	1051020 - 43100	24GG02105	\$ 0	\$ 122,210	\$ 122,210
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
Decrease:		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0

Net Change: (will usually result in a total increase or decrease) \$ 122,210

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance: Christy Cluck

Date: 2-9-2024

Approved by CMO: Hamberly Root

Date: 2-27-2024

Approved by City Council: Yes No

Date: 2-26-2024

Processed by Finance: Alicia Avans

Date: 2-27-24

Set ID: BU005035

Date Sent to SA&I: _____

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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



Date: 02/12/2024

Department: Library

Requested by: Stacy DeLano, Director CC-24-13

Explanation: REVENUE
The library received a \$1,757 from the Oklahoma Department of Libraries to send two staff members to the annual Oklahoma Library Association Conference.

	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	Federal Grant Revenue	1015510 - 43100	24LB06101	0	\$ 1,757	\$ 1,757
		-				0
		-				0
		-				0
		-				0
Decrease:		-				0
		-				0
		-				0
		-				0
		-				0

Net Change: (will usually result in a total increase or decrease)

\$ 1,757

Reviewed by Department Manager: [Signature]

Date: 02/12/2024

Reviewed by Finance: Chris Cluck

Date: 2-12-2024

Approved by CMO: Kimberly Moore

Date: 2-27-2024

Approved by City Council: Yes No

Date: 2-26-2024

Processed by Finance: alicia avans

Date: 2-27-24

Set ID: Bu005034

Date Sent to SA&I: _____

--Print on Yellow Paper--

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

Date: 02/12/2024

Department: Library

Requested by: Stacy DeLano, Director *CC-24-13* ✓

Explanation: EXPENDITURES
The library received a \$1,756.89 from the Oklahoma Department of Libraries to send two staff members to the annual Oklahoma Library Association Conference.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount	
Increase:	Grant Expenditures	1015510 - 53045	24LB06101	0	\$ 1,757	\$ 1,757
		-				0
		-				0
		-				0
		-				0
Decrease:		-				0
		-				0
		-				0
		-				0
		-				0

Net Change: (will usually result in a total increase or decrease)

\$ 1,757

Reviewed by Department Manager: *[Signature]*

Date: 02/12/2024

Reviewed by Finance: *Christy Cluck*

Date: 2-12-2024

Approved by CMO: *[Signature]*

Date: 2-27-2024

Approved by City Council: Yes No

Date: 2-26-2024

Processed by Finance: *Alicia*

Date: 2-27-24

Set ID: B0005034

Date Sent to SA&I: _____

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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

Date: 01/22/2024

Department: Electric Utility *02.05.24*

Requested by: Loren Smith *SUP Consent*

Explanation:

Expenditure:
Reduce budget appropriations to close SEC generator parts project. Project is complete.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:	Wartsila Parts	9119011 - 54008	23RS01911	\$ 46,065	\$ 46,065
	-				\$ 92,130
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 46,065

Reviewed by Department Manager: LoSmith

Date: 01/22/2024

Reviewed by Finance: Christi Cluck

Date: 1-22-2024

Approved by CMO: Kimberly N. Ford

Date: 2-7-24

Approved by City Council: Yes No

Date: 2-5-24

Processed by Finance: Alvina Avana

Date: 2-7-24

Set ID: BV005005

Date Sent to SA&I: _____

--Print on Yellow Paper--

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Office: 405.372.0025
Web: stillwater.org

Date: 01/22/2024

Department: Electric Utility *02.05.24*

Requested by: Loren Smith *SUA-24-04* ✓

Explanation:

Expenditure:

Appropriate additional funds in the non-project materials account due to increased costs and increased preventative maintenance activity on the system.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:					
Non-project materials	9009064 - 52061		\$ 635,383	\$ 600,000	\$ 1,235,383
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:					
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 600,000

Reviewed by Department Manager: *Lo Smith*

Date: 01/22/2024

Reviewed by Finance: *Chris Clark*

Date: 1-22-2024

Approved by CMO: *Hamberly K. Keefe*

Date: 2-7-24

Approved by City Council: Yes No

Date: 2-5-24

Processed by Finance: *Alicia Avans*

Date: 2-7-24

Set ID: *B0005004*

Date Sent to SA&I: _____

--Print on Yellow Paper--

Budget Amendment Request
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Stillwater, OK 74076-1449

Office: 405.372.0025
Web: stillwater.org

Date: 01/22/2024

Department: Airport *02.05.24*

Requested by: Kellie Reed ✓

Explanation:

Revenue:
Reduce revenue projections to close out Airport grant #3-40-0090-032-2022, Apron Phase III.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:	Apron Ph III Grant Revenue	8207010 - 43100	21AP05820	\$ 285.947	\$ 285.947
	-				\$ 571,894
	-				\$ 0
	-				\$ 0
	-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 285,947

Reviewed by Department Manager: *[Signature]*

Date: 1/22/24

Reviewed by Finance: *[Signature]*

Date: 1-23-24

Approved by CMO: *[Signature]*

Date: 2-7-2024

Approved by City Council: Yes No

Date: 2-5-24

Processed by Finance: *[Signature]*

Date: 2-7-24

Set ID: Bu005006

Date Sent to SA&I: _____

--Print on Yellow Paper--

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

Date: 01/22/2024

Department: Airport *02.05.24*

Requested by: Kellie Reed ✓

Explanation: Expenditure:
Reduce budget appropriations to close out Airport grant #3-40-0090-032-2022, Apron Phase III.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:					
Apron Ph III	8207010 - 54009	21AP05820	\$ 389.179	\$ 389.179	\$ 778,358
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 389.179

Reviewed by Department Manager: *RP*

Date: 1/22/24

Reviewed by Finance: *Cheryl Cluch*

Date: 1-23-24

Approved by CMO: *Demberly Spear*

Date: 2-7-24

Approved by City Council: Yes No

Date: 2-5-24

Processed by Finance: *Aliaa Adams*

Date: 2-7-24

Set ID: B0005006

Date Sent to SA&I: _____

--Print on Yellow Paper--