

**TOWN OF FORT SUPPLY, OKLAHOMA  
RESOLUTION NO. 2-2019**

**A RESOLUTION APPROVING THE TOWN OF FORT SUPPLY, OKLAHOMA  
BUDGET FOR THE FISCAL YEAR 2019-2020 AND ESTABLISHING BUDGET  
AMENDMENT AUTHORITY**

**WHEREAS**, The Town of Fort Supply has adopted the provisions of the Oklahoma Municipal Budget Act (the Act) in 11 O.S. Sections 17-201 through 17-216; and

**WHEREAS**, The Mayor of the Town of Fort Supply has prepared a budget for the fiscal year ending June 30, 2020 (FY 2019-2020) consistent with the Act; and

**WHEREAS**, The Act in section 17-215 provides for the Mayor of the Town of Fort Supply , or designee as authorized by the governing body, to transfer any unexpended and unencumbered appropriation from one department to another within the same fund; and

**WHEREAS**, The budget has been formally presented to the Town of Fort Supply at least 30 days prior to the start of the fiscal year in compliance with Section 17-205; and

**WHEREAS**, The Town of Fort Supply has conducted a Public Hearing at least 15 days prior to the start of the fiscal year, and published notice of the Public Hearing in compliance with Section 17-208 of the Act; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE  
TOWN OF FORT SUPPLY, OKLAHOMA:**

**SECTION 1.** The Board of Trustees of the Town of Fort Supply does hereby adopt the FY 2019-2020 Budget on the 10th day of June 2019. Legal appropriations (spending/encumbering limits) are hereby established as detailed in the attached budget.

**SECTION 2.** The Board of Trustees of the Town of Fort Supply does hereby authorize the Mayor of Fort Supply to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2019-2020, from one line item to another, one object category to another within a department, or one department to another within a fund, without further approval by the Board of Trustees of the Town of Fort Supply.

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

ADOPTED THIS 10th DAY OF JUNE, 2019, BY THE BOARD OF TRUSTEES OF THE  
TOWN OF FORT SUPPLY, OKLAHOMA.

\_\_\_\_\_  
MAYOR



ATTEST: (SEAL)

\_\_\_\_\_  
TOWN CLERK



RECEIVED  
JUL 01 2019  
State Auditor  
and Inspector

Woodward

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

**RESOLUTION NO. 3-2019**

**A RESOLUTION APPROVING THE FORT SUPPLY PUBLIC WORKS AUTHORITY:  
FORT SUPPLY, OKLAHOMA BUDGET FOR THE FISCAL YEAR 2019-2020 AND  
ESTABLISHING BUDGET AMENDMENT AUTHORITY.**

**WHEREAS**, The Fort Supply Public Works Authority has adopted the provisions of the Oklahoma Municipal Budget Act (the Act) in 11 O.S. Sections 17-201 through 17-216; and

**WHEREAS**, The Mayor of the Town of Fort Supply has prepared a budget for the fiscal year ending June 30, 2020 (FY 2019-2020) consistent with the Act; and

**WHEREAS**, The Act in section 17-215 provides for the Mayor of the Town of Fort Supply , or designee as authorized by the governing body, to transfer any unexpended and unencumbered appropriation from one department to another within the same fund; and

**WHEREAS**, The budget has been formally presented to the Fort Supply Public Works Authority at least 30 days prior to the start of the fiscal year in compliance with Section 17-205; and

**WHEREAS**, The Fort Supply Public Works Authority has conducted a Public Hearing at least 15 days prior to the start of the fiscal year, and published notice of the Public Hearing in compliance with Section 17-208 of the Act; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE  
TOWN OF FORT SUPPLY, OKLAHOMA:**

**SECTION 1.** The Board of Trustees of the Town of Fort Supply does hereby adopt the Fort Supply Public Works Authority FY 2019-2020 Budget on the 10th day of June 2019. Legal appropriations (spending/encumbering limits) are hereby established as detailed in the attached budget.


**SECTION 2.** The Board of Trustees of the Fort Supply Public Works Authority does hereby authorize the Mayor of Fort Supply to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2019-2020, from one line item to another, one object category to another within a department, or one department to another within a fund, without further approval by the Board of Trustees of the Fort Supply Public Works Authority.

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

ADOPTED THIS 10th DAY OF JUNE 2019, BY THE BOARD OF TRUSTEES OF THE  
FORT SUPPLY PUBLIC WORKS AUTHORITY, FORT SUPPLY, OKLAHOMA.

  
\_\_\_\_\_  
MAYOR

ATTEST (SEAL)

  
\_\_\_\_\_  
TOWN CLERK

**TOWN OF FORT SUPPLY, OKLAHOMA**  
Fiscal Year 2019/2020 Annual Budget

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**BUDGET MEMO**

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DATE May 7, 2019

RE 2019/2020 Annual Budget

The budget includes the following highlights for fiscal year:

Sales tax and all other recurring taxes are budgeted at 90% of current year projection. The March 2019 sales tax deposit (\$20k) was adjusted to reflect a more typical deposit for projection purposes.

A 3% increase has been budgeted for all utilities generating approximately \$13,330 in additional revenues. Electric purchases from OMPA and water purchases from City of Woodward are expected to increase 3% as well, resulting in a pass through of costs.

A water rate increase is included for commercial out of town customers, this rate increase is expected to generate an additional \$20,000 in revenues. RSM has not calculated the rate of increase nor reviewed the calculation of earnings. This is an estimate provided by management.

The consumer fee applied to the utility bills in FY20 have been budgeted with a \$2 reduction. This results in a loss of \$4,800 in surcharge fee revenues.

The budget includes the remaining funding from the CDBG grant totaling \$21,013 for Wastewater improvements and related capital expenses.

The budget includes a 45,000 OEDA/REAP Grant for water meters and related capital expense.

Administrative employees have been allocated to both the General Fund and PWA. The PWA Maintenance Position has been allocated equally among the Electric, Water and Sewer Departments. The FY 20 budget includes an 11.5% employee raise for full time employees. The cost to the Town for the raise is approximately \$13,500.

The budget includes the increase in Mayor pay from \$125 per month to \$600 per month per ordinance for administrative duties.

Capital improvements requested and budgeted items are as follows:

<u>DEPARTMENT</u>	<u>FUNDING PROPOSED</u>	
Water Department		
AMR meters - 40	45,000	Offset with \$45,000 in Grant funding
Sewer Department		
Wastewater Project	<u>21,013</u>	Offset with CDBG funds
	<u>\$ 66,013</u>	
<b>Total Capital Outlay</b>	<b><u>\$ 66,013</u></b>	

The proposed budget projects a net loss of \$(29,373) which includes \$66,013 in funding for capital items noted above. Excluding capital purchases and related grant funding, as well as 100% collection on tax revenues consistent with FY19, the Town would reflect a net Loss of approximately \$22,000 for the fiscal year.

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

The legal level of control for the Town's 2019/2020 budget is established at the Department level. Additional detail is provided for analysis purposes only.

If you have any questions, please contact Meredith Meacham Wilson, CPA.

In accordance with Section 17-208, Title 11, Oklahoma Statutes, notice is hereby given that the proposed fiscal year 2019/2020 budget will be considered at a public hearing on Tuesday, June 4, 2019. Copies of the proposed budget are available for review in Town Hall, Ft. Supply, OK.

The Town of Fort Supply 2019-2020 Annual Budget will be adopted by resolution during a meeting of the Town Council on Tuesday, June 4, 2019.

**TOWN OF FORT SUPPLY, OKLAHOMA**  
Fiscal Year 2019-2020 Annual Budget

**BUDGET SUMMARY**

	<b>BEGINNING BALANCE (Estimates)</b>	<b>REVENUES</b>	<b>EXPENSES</b>	<b>Net Change</b>	<b>ENDING BALANCE</b>
<b>GENERAL FUND</b>	\$ 33,000	\$ 106,994	\$ (111,533)	\$ (4,539)	\$ 28,461
<b>ENTERPRISE FUNDS</b>					
Public Works Authority	\$ 309,311	\$ 532,673	\$ (557,507)	\$ (24,834)	\$ 284,477
<b>GRAND TOTAL ALL FUNDS</b>	<b>\$ 342,311</b>	<b>\$ 639,667</b>	<b>\$ (669,040)</b>	<b>\$ (29,373)</b>	<b>\$ 312,938</b>



## General Fund

	ACTUAL 2017/2018	APPROVED BUDGET 2018/2019	PROJECTED YTD 2018/2019	PROPOSED BUDGET 2019/2020	
<b>OPERATING REVENUES</b>					
Sales tax	\$ 39,356	\$ 22,942	\$ 59,658	\$ 24,387	90%
Tobacco tax	383	-	240	216	90%
Alcohol beverage tax	3,765	-	4,783	4,305	90%
Gasoline excise tax	636	-	602	542	90%
Vehicle Tax	2,362	2,114	2,348	2,114	90%
Franchise tax	3,007	2,942	2,034	1,831	90%
Licenses and permits	400	200	-	200	
Court fines	-	-	-	-	
Grants	-	3,800	-	3,800	*fire
OEDA Grant	3,744	-	4,000	-	
Donations	28,854	7,060	11,543	7,060	*fire
Other Revenue	17,282	2,000	20,206	7,500	
<b>TOTAL OPERATING REVENUES</b>	<b>99,789</b>	<b>41,058</b>	<b>105,414</b>	<b>51,954</b>	
<b>OPERATING EXPENSES</b>					
<b>General Government</b>					
Personal Services	39,296	39,500	39,520	42,928	
Materials and Supplies	1,750	3,500	3,434	3,500	
Other Services and Charges	41,462	40,000	29,054	42,685	
Capital Outlay	-	4,000	4,225	-	
<b>Total General Government</b>	<b>82,508</b>	<b>87,000</b>	<b>76,233</b>	<b>89,113</b>	
<b>Fire Department</b>					
Personal Services	1,080	1,200	-	1,200	
Materials and Supplies	9,121	5,860	11,884	5,860	*
Other Services and Charges	5,076	3,800	18,173	3,800	*
Capital Outlay	-	-	-	-	
<b>Total Fire Department</b>	<b>15,277</b>	<b>10,860</b>	<b>30,057</b>	<b>10,860</b>	
<b>Street Department</b>					
Personal Services	-	-	-	-	
Materials and Supplies	2,830	1,500	-	9,000	
Other Services and Charges	-	-	-	-	
Capital Outlay	-	-	-	-	
<b>Total Street Department</b>	<b>2,830</b>	<b>1,500</b>	<b>-</b>	<b>9,000</b>	
<b>Cemetery Department</b>					
Personal Services	-	-	-	-	
Materials and Supplies	400	-	-	1,200	
Other Services and Charges	-	-	-	-	
Capital Outlay	-	5,000	-	-	
<b>Total Cemetery Department</b>	<b>400</b>	<b>5,000</b>	<b>-</b>	<b>1,200</b>	
<b>Community Building</b>					
Personal Services	-	-	-	-	
Materials and Supplies	-	-	-	-	
Other Services and Charges	780	1,050	1,785	1,360	
Capital Outlay	-	5,000	-	-	
<b>Total Community Building</b>	<b>780</b>	<b>6,050</b>	<b>1,785</b>	<b>1,360</b>	
<b>TOTAL EXPENDITURES</b>	<b>101,795</b>	<b>110,410</b>	<b>108,076</b>	<b>111,533</b>	
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(2,006)</b>	<b>(69,352)</b>	<b>(2,662)</b>	<b>(59,579)</b>	
<b>OTHER FINANCING SOURCES (USES)</b>					
Interest Income	23	40	44	40	
Transfers-out	-	-	-	-	
Transfers-in	-	61,750	-	55,000	
Net transfers	-	61,750	-	55,000	
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>23</b>	<b>61,790</b>	<b>44</b>	<b>55,040</b>	

Town of Fort Supply  
 General Fund Budget  
 For the Year Ended June 30, 2020

## General Fund

	ACTUAL 2017/2018	APPROVED BUDGET 2018/2019	PROJECTED YTD 2018/2019	PROPOSED BUDGET 2019/2020
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	(1,983)	(7,562)	(2,618)	(4,539)
BEGINNING FUND BALANCE	12,188	12,000	31,888	33,000
ENDING FUND BALANCE	\$ 10,205	\$ 4,438	\$ 29,270	\$ 28,461

Town of Fort Supply  
 Public Works Authority  
 For the Year Ended June 30, 2020

## Public Works Authority

	ACTUAL 2017/2018	APPROVED BUDGET 2018/2019	PROJECTED YTD 2018/2019	PROPOSED BUDGET 2019/2020
<b>OPERATING REVENUES</b>				
Electric Revenues	\$ 306,854	\$ 299,250	\$ 307,299	\$ 303,500
Rate increase- 3%	-	-	-	9,219
Water Revenues	78,194	74,000	77,305	76,000
Rate increase - 3%	-	5,982	-	2,319
Rate increase - Commercial out of Town	-	-	-	20,000
Sewer Revenues	22,754	22,000	22,403	22,000
Rate increase - 3%	-	-	-	672
Trash Revenues	39,527	39,000	37,321	37,000
Rate increase - 3%	-	-	-	1,120
Consumer Fee	34,510	34,000	34,421	29,580
Other Revenues	29,398	20,000	27,706	20,000
<b>TOTAL OPERATING REVENUES</b>	<b>511,237</b>	<b>494,232</b>	<b>506,456</b>	<b>521,410</b>
<b>OPERATING EXPENSES</b>				
<b>Administration Department</b>				
Personal Services	39,560	46,000	36,643	45,435
Materials and Supplies	18,841	25,000	6,540	6,500
Other Services and Charges	19,901	20,000	28,583	28,500
Capital Outlay	-	1,500	-	-
<b>Total Administration Department</b>	<b>78,301</b>	<b>92,500</b>	<b>71,766</b>	<b>80,435</b>
<b>Electric Department</b>				
Personal Services	20,250	21,000	18,423	23,015
Materials and Supplies	12,312	11,000	16,826	17,000
Electricity Purchased for Resale	173,720	176,298	171,780	180,369
Other Services and Charges	11,266	11,500	11,172	11,500
Capital Outlay	-	-	8,224	-
<b>Total Electric Department</b>	<b>217,548</b>	<b>219,798</b>	<b>226,424</b>	<b>231,884</b>
<b>Water Department</b>				
Personal Services	20,250	21,000	19,669	23,015
Materials and Supplies	8,110	-	6,199	6,000
Water Purchased for Resale	35,743	75,000	78,296	80,645
Other Services and Charges	6,740	11,500	9,212	13,000
Capital Outlay	-	5,000	-	45,000
<b>Total Water Department</b>	<b>70,842</b>	<b>112,500</b>	<b>113,376</b>	<b>167,660</b>
<b>Sewer Department</b>				
Personal Services	20,262	21,000	17,176	23,015
Materials and Supplies	876	3,000	-	1,000
Other Services and Charges	731	750	-	500
Capital Outlay	-	217,295	158,705	21,013
<b>Total Sewer Department</b>	<b>21,869</b>	<b>242,045</b>	<b>175,881</b>	<b>45,528</b>
<b>Trash Department</b>				
Other Services and Charges	32,858	33,000	30,213	32,000
<b>Total Trash Department</b>	<b>32,858</b>	<b>33,000</b>	<b>30,213</b>	<b>32,000</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>421,418</b>	<b>699,843</b>	<b>617,661</b>	<b>557,507</b>

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Town of Fort Supply  
 Public Works Authority  
 For the Year Ended June 30, 2020

## Public Works Authority

	ACTUAL 2017/2018	APPROVED BUDGET 2018/2019	PROJECTED YTD 2018/2019	PROPOSED BUDGET 2019/2020
OPERATING INCOME (LOSS)	89,819	(205,611)	(111,205)	(36,097)
NON-OPERATING REVENUES (EXPENSES)				
Interest Income	302	250	213	250
Grants - CDBG	-	213,295	158,549	21,013
Grants - OEDA/REAP	-	-	-	45,000
Bad Debt	-	-	-	-
Transfers in/(out) - General Fund	(22,945)	(61,750)	-	(55,000)
TOTAL OTHER FINANCING SOURCES (USES)	(22,644)	151,795	158,762	11,263
NET INCOME	67,175	(53,816)	47,557	(24,834)
BEGINNING FUND BALANCE	304,674	253,643	254,339	309,311
ENDING FUND BALANCE	\$ 371,849	\$ 199,827	\$ 301,896	\$ 284,477
Electric Revenues	306,854	299,250	307,299	312,719
Electric Expenses, excluding capital outlay	217,548	219,798	218,200	231,884
	89,306	79,452	89,099	80,835
	29%	27%	29%	26%
Water Revenues	78,194	79,982	77,305	78,319
Water Expenses	70,842	107,500	113,376	122,660
	7,352	(27,518)	(36,071)	(44,341)
	9%	-34%	-47%	-57%
Trash Revenues	39,527	39,000	37,321	38,120
Trash Expenses	32,858	33,000	30,213	32,000
	6,669	6,000	7,108	6,120
	17%	15%	19%	16%
Sewer Revenues	22,754	22,000	22,403	43,685
Sewer Expense	21,869	242,045	175,881	45,528
	885	(220,045)	(153,478)	(1,843)
	4%	-1000%	-885%	-4%



Woodward News  
P.O. Box 1046  
904 Oklahoma  
Woodward, OK 73802  
1-888-389-6960  
1-580-256-2200

PROOF OF PUBLICATION

STATE OF OKLAHOMA

SS

COUNTY OF WOODWARD

THE UNDERSIGNED OF LAWFUL AGE BEING DULY SWORN AND AUTHORIZED SAYS THAT THEY ARE AN EMPLOYEE OF THE NEWSPAPER AUTHORIZED TO MAKE THIS AFFIDAVIT. THAT THE WOODWARD NEWS (SUCCESSOR TO THE WOODWARD DAILY PRESS AND THE WOODWARD JOURNAL) A DAILY NEWSPAPER IS A NEWSPAPER QUALIFIED TO PUBLISH LEGAL NOTICES, ADVERTISEMENTS AND PUBLICATIONS AS PROVIDED IN SECTION 106 OF TITLE 25, OKLAHOMA STATUTES 1981, AS AMENDED, AND COMPLIES WITH ALL OTHER REQUIREMENTS OF THE LAWS OF OKLAHOMA WITH REFERENCE TO LEGAL PUBLICATIONS.

THAT THE ATTACHED NOTICE WAS PUBLISHED IN THE REGULAR EDITION OF THIS NEWSPAPER DURING THE PERIOD OF PUBLICATION AND NOT IN A SUPPLEMENT, ON THE FOLLOWING DATES:

May 24, 2019    May 24, 2019

*Kailey Sanders*  
(Authorized Agent)

By Kailey Sanders

Subscribed to and sworn to me this

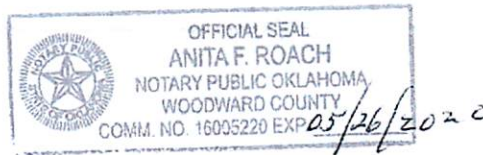
The 13 day of June, 2019.

*Anita F. Roach*

Anita Roach, Woodward County,  
Oklahoma

My commission expires: \_\_\_\_\_

Tammy Whittley  
Town of Fort Supply  
PO Box 156  
Fort Supply, OK 73841  
(580)7663211



WOODWARD NEWS PAGE 7

Legals

(Published in the Woodward News on May 23, 2019)

**PUBLIC NOTICE OF PROPOSED BUDGET HEARING**  
In accordance with Section 17-208, Title 11, Oklahoma Statutes, notice is hereby given that the proposed fiscal year 2019/2020 budget will be considered at a public hearing on Tuesday, June 4, 2019, 6 p.m. at Town Hall. Copies of the proposed budget are available in the Town hall, Fort Supply, OK.  
The Town of Fort Supply 2019-2020 Annual Budget will be adopted by resolution during a meeting of the Town Council on Tuesday, June 4, 2019.

**TOWN OF FORT SUPPLY, OKLAHOMA**  
Fiscal Year 2019-2020 Annual Budget  
BUDGET SUMMARY

	BEGINNING BALANCE (Estimate)	REVENUES	EXPENSES	NET CHANGE	ENDING BALANCE
GENERAL FUND	\$33,000	\$106,994	\$(111,533)	\$(4,539)	\$28,461
ENTERPRISE FUNDS					
Public Works Authority	\$309,311	\$532,573	\$(557,507)	\$(24,934)	\$284,477
GRAND TOTAL ALL FUNDS	\$342,311	\$639,567	\$(669,040)	\$(29,573)	\$312,918

RECEIVED  
JUL 01 2019  
State Auditor  
and Inspector

Woodward