

TOWN OF FORT SUPPLY, OKLAHOMA
RESOLUTION NO. 2-2021

A RESOLUTION APPROVING THE TOWN OF FORT SUPPLY, OKLAHOMA BUDGET FOR THE FISCAL YEAR 2021-2022 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, 2022 (FY 2021-2022) 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

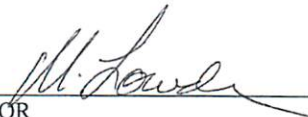
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF FORT SUPPLY, OKLAHOMA:

SECTION 1. The Board of Trustees of the Town of Fort Supply does hereby adopt the Town of Fort Supply FY 2021-2022 Budget on the 1st day of June 2021. Legal appropriations (spending/encumbering limits) are hereby established at the department level 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 2021-2022, 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 1st DAY OF JUNE, 2021, BY THE BOARD OF TRUSTEES OF THE TOWN OF FORT SUPPLY, OKLAHOMA.


MAYOR

ATTEST: (SEAL)


TOWN CLERK



RECEIVED

JUL 29 2021

**State Auditor
and Inspector**

Woodward

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

RESOLUTION NO. 3-2021

**A RESOLUTION APPROVING THE FORT SUPPLY PUBLIC WORKS AUTHORITY:
FORT SUPPLY, OKLAHOMA BUDGET FOR THE FISCAL YEAR 2021-2022 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, 2022 (FY 2021-2022) 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

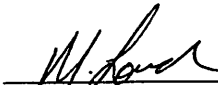
**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE
TOWN OF FORT SUPPLY, OKLAHOMA:**

SECTION 1. The Board of Trustees of the Town of Fort Supply does hereby adopt the Fort Supply Public Works Authority FY 2021-2022 Budget on the 1st day of June 2021. Legal appropriations (spending/encumbering limits) are hereby established at the department level 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 2021-2022, 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.

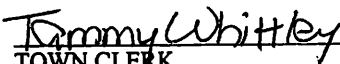
SECTION 3. All supplemental appropriations or decrease in the total appropriation of a fund shall be adopted at a meeting of the Board of Trustees of the Fort Supply Public Works Authority and filed with the State Auditor and Inspector.

ADOPTED THIS 1st DAY OF JUNE 2021, 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 2021/2022 Annual Budget

BUDGET MEMO

DATE April 29, 2021

RE 2021/2022 Annual Budget

The budget includes the following highlights for fiscal year:

Sales tax has been budgeted at 90% of current year projections. All other recurring taxes are also budgeted at 90% of current year projections. If collected at 100%, that will generate about \$6,068 in additional revenue for General Fund.

The consumer fee applied to utility bills in FY22 has been budgeted with a \$2 reduction. This results in a loss of \$6,700 in surcharge fee revenues.

There is a 4% raise budgeted for full time employees for fiscal year 2022. This will result in about a \$9,715 increase in personal services for the Town. The PWA maintenance positions have been allocated equally among the electric, water and sewer departments. Retirement is budgeted at 16.5% match.

Under the American Rescue Plan Act of 2021, the Town is expected to received approximately \$50,000. The Act is in response to the COVID-19 pandemic. Although the specific details are still under discussion, it appears money can be spend on water, sewer, and broadband infrastructure with a deadline of December 31, 2024. The Rescue funds have not been included in the FY22 budget as presented. As more information is provided regarding the timing and details, we will make an amendment to the budget.

The budget includes a \$244,470 ODOC Community Development Block Grant for sewer upgrades. No match is required for this grant.

The only capital outlay items budgeted for fiscal year 2022 is the \$244,470 related to the sewer grant from CDBG.

As of March 31, 2021, the municipality had 270 and 304 days of cash on hand in the General fund and PWA, respectively. This represents the number of days the municipality can support the operating expenses based on the cash balance at March 31, 2021. Based on the FY22 budget, it is predicted that the municipality will have 103 and 268 days of cash on hand in General Fund and PWA, respectively, at the end of the 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 2021/2022 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 2021/2022 budget will be considered at a public hearing on Tuesday, June 1, 2021. Copies of the proposed budget are available for review in Town Hall, Ft. Supply, OK.

The Town of Fort Supply 2021-2022 Annual Budget will be adopted by resolution during a meeting of the Town Council on Tuesday, June 1, 2021.

TOWN OF FORT SUPPLY, OKLAHOMA
Fiscal Year 2021-2022 Annual Budget

BUDGET SUMMARY

| | BEGINNING BALANCE (Estimates) | REVENUES | EXPENSES | Net Change | ENDING BALANCE |
|------------------------------|-------------------------------------|-------------------|---------------------|--------------------|-------------------|
| GENERAL FUND | \$ 79,037 | \$ 68,058 | \$ (109,203) | \$ (41,145) | \$ 37,892 |
| ENTERPRISE FUNDS | | | | | |
| Public Works Authority | \$ 383,146 | \$ 736,423 | \$ (747,792) | \$ (11,369) | \$ 371,777 |
| GRAND TOTAL ALL FUNDS | \$ 462,183 | \$ 804,481 | \$ (856,995) | \$ (52,514) | \$ 409,669 |

General Fund

| | ACTUAL 2019/2020 | APPROVED BUDGET 2020/2021 | PROJECTED YTD 2020/2021 | PROPOSED BUDGET 2021/2022 |
|---|---------------------|---------------------------------|-------------------------------|---------------------------------|
| OPERATING REVENUES | | | | |
| Sales tax | \$ 28,220 | \$ 20,654 | \$ 34,245 | \$ 30,366 |
| Use tax | 12,954 | 13,740 | 15,240 | 13,716 |
| Tobacco tax | 240 | 214 | 335 | 302 |
| Alcohol beverage tax | 5,815 | 5,182 | 6,687 | 6,018 |
| Gasoline excise tax | 569 | 522 | 547 | 492 |
| Vehicle Tax | 2,260 | 2,275 | 2,011 | 1,810 |
| Franchise tax | 2,151 | 2,535 | 2,116 | 1,904 |
| Licenses and permits | 100 | 100 | 1,000 | 100 |
| Grants | 5,781 | 3,800 | 4,826 | 3,800 |
| OEDA Grant | - | - | - | - |
| Donations | 6,541 | 4,500 | 12,168 | 4,500 |
| Other Revenue | 6,877 | 3,250 | 42,697 | 5,000 |
| TOTAL OPERATING REVENUES | 71,508 | 56,773 | 121,872 | 68,008 |
| OPERATING EXPENSES | | | | |
| General Government | | | | |
| Personal Services | 50,897 | 48,280 | 56,604 | 51,451 |
| Materials and Supplies | 8,169 | 10,000 | 9,409 | 9,500 |
| Other Services and Charges | 28,770 | 30,000 | 36,628 | 35,000 |
| Capital Outlay | - | - | 2,874 | - |
| Total General Government | 87,836 | 88,280 | 105,515 | 95,951 |
| Fire Department | | | | |
| Personal Services | - | - | - | - |
| Materials and Supplies | 8,184 | 4,000 | 1,921 | 4,000 |
| Other Services and Charges | 2,766 | 4,300 | 3,875 | 4,300 |
| Capital Outlay | - | - | - | - |
| Total Fire Department | 10,950 | 8,300 | 5,796 | 8,300 |
| Street Department | | | | |
| Personal Services | - | - | - | - |
| Materials and Supplies | - | - | 4,181 | 2,302 |
| Other Services and Charges | - | - | - | - |
| Capital Outlay | - | - | - | - |
| Total Street Department | - | - | 4,181 | 2,302 |
| Cemetery Department | | | | |
| Personal Services | - | - | - | - |
| Materials and Supplies | 1,875 | 2,000 | - | 1,875 |
| Other Services and Charges | - | - | - | - |
| Capital Outlay | - | - | - | - |
| Total Cemetery Department | 1,875 | 2,000 | - | 1,875 |
| Community Building | | | | |
| Personal Services | - | - | - | - |
| Materials and Supplies | - | - | - | - |
| Other Services and Charges | 769 | 925 | 760 | 775 |
| Capital Outlay | - | - | - | - |
| Total Community Building | 769 | 925 | 760 | 775 |
| TOTAL EXPENDITURES | 101,430 | 99,505 | 116,253 | 109,203 |
| REVENUES OVER (UNDER) EXPENDITURES | (29,922) | (42,732) | 5,619 | (41,195) |

Town of Fort Supply
 General Fund Budget
 For the Year Ended June 30, 2022

General Fund

| | ACTUAL 2019/2020 | APPROVED BUDGET 2020/2021 | PROJECTED YTD 2020/2021 | PROPOSED BUDGET 2021/2022 |
|--|---------------------|---------------------------------|-------------------------------|---------------------------------|
| OTHER FINANCING SOURCES (USES) | | | | |
| Interest Income | 130 | 50 | 67 | 50 |
| Transfers-out | (5,841) | - | - | - |
| Transfers-in | 10,000 | - | - | - |
| Net transfers | 4,159 | - | - | - |
| TOTAL OTHER FINANCING SOURCES (USES) | 4,289 | 50 | 67 | 50 |
| REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES | (25,633) | (42,682) | 5,686 | (41,145) |
| BEGINNING FUND BALANCE | 96,091 | 105,176 | 70,458 | 79,037 |
| ENDING FUND BALANCE | \$ 70,458 | \$ 62,494 | \$ 76,144 | \$ 37,892 |

Public Works Authority

| | ACTUAL 2019/2020 | APPROVED BUDGET 2020/2021 | PROJECTED YTD 2020/2021 | PROPOSED BUDGET 2021/2022 | |
|--|---------------------|---------------------------------|-------------------------------|---------------------------------|------|
| OPERATING REVENUES | | | | | |
| Electric Revenues | \$ 321,636 | \$ 328,038 | \$ 313,699 | \$ 288,603 | |
| Rate increase - 0% | - | - | - | - | |
| Water Revenues | 84,266 | 82,527 | 110,161 | 101,348 | |
| Rate increase - 0% | - | - | - | - | |
| Rate increase - Commercial out of Town | - | - | - | - | |
| Sewer Revenues | 23,237 | 23,818 | 23,153 | 21,301 | |
| Rate increase - 0% | - | - | - | - | |
| Trash Revenues | 37,724 | 38,254 | 39,168 | 36,035 | |
| Rate increase - 0% | - | - | - | - | |
| Consumer Fee | 28,968 | 29,690 | 28,912 | 22,166 | |
| Other Revenues | 21,491 | 20,000 | 21,487 | 20,000 | CUPS |
| TOTAL OPERATING REVENUES | 517,322 | 522,327 | 536,580 | 489,453 | |
| OPERATING EXPENSES | | | | | |
| Administration Department | | | | | |
| Personal Services | 42,455 | 45,326 | 41,989 | 47,143 | |
| Materials and Supplies | 7,531 | 8,250 | 3,061 | 6,500 | |
| Other Services and Charges | 16,944 | 18,000 | 18,504 | 17,500 | |
| Capital Outlay | - | - | - | - | |
| Total Administration Department | 66,930 | 71,576 | 63,554 | 71,143 | |
| Electric Department | | | | | |
| Personal Services | 20,684 | 23,999 | 20,373 | 29,715 | |
| Materials and Supplies | 22,783 | 13,500 | 20,491 | 20,500 | |
| Electricity Purchased for Resale | 145,024 | 158,238 | 162,696 | 165,950 | |
| Other Services and Charges | 14,016 | 12,000 | 15,149 | 15,000 | |
| Capital Outlay | 933 | - | 1,562 | - | |
| Total Electric Department | 203,440 | 207,737 | 220,271 | 231,165 | |
| Water Department | | | | | |
| Personal Services | 20,512 | 23,999 | 20,152 | 29,715 | |
| Materials and Supplies | 19,337 | 400 | 13,109 | 16,000 | |
| Water Purchased for Resale | 56,786 | 75,000 | 77,284 | 78,830 | |
| Other Services and Charges | 7,040 | 2,500 | 13,572 | 10,000 | |
| Capital Outlay | - | - | 11,950 | - | |
| Total Water Department | 103,675 | 101,899 | 136,067 | 134,545 | |
| Sewer Department | | | | | |
| Personal Services | 20,481 | 23,999 | 20,143 | 29,715 | |
| Materials and Supplies | 4,016 | 2,000 | - | 500 | |
| Other Services and Charges | 5,064 | - | 468 | 750 | |
| Capital Outlay | - | - | 18,675 | 244,470 | |
| Total Sewer Department | 29,561 | 25,999 | 39,286 | 275,435 | |
| Trash Department | | | | | |
| Other Services and Charges | 31,850 | 32,000 | 34,808 | 35,504 | |
| Total Trash Department | 31,850 | 32,000 | 34,808 | 35,504 | |
| TOTAL OPERATING EXPENDITURES | 435,456 | 439,211 | 493,986 | 747,792 | |

Public Works Authority

| | ACTUAL 2019/2020 | APPROVED BUDGET 2020/2021 | PROJECTED YTD 2020/2021 | PROPOSED BUDGET 2021/2022 |
|---|---------------------|---------------------------------|-------------------------------|---------------------------------|
| OPERATING INCOME (LOSS) | 81,866 | 83,116 | 42,594 | (258,339) |
| NON-OPERATING REVENUES (EXPENSES) | | | | |
| Interest Income | 2,912 | 2,000 | 3,043 | 2,500 |
| Grants - CDBG | 36,185 | - | 18,675 | 244,470 |
| Grants - OEDA/REAP | 80,641 | - | 15,873 | - |
| Bad Debt | - | - | - | - |
| Transfers in/(out) - General Fund | (4,159) | - | - | - |
| TOTAL OTHER FINANCING SOURCES (USES) | 115,579 | 2,000 | 37,591 | 246,970 |
| NET INCOME | 197,445 | 85,116 | 80,185 | (11,369) |
| BEGINNING FUND BALANCE | 128,090 | 311,833 | 325,535 | 383,146 |
| ENDING FUND BALANCE | \$ 325,535 | \$ 396,949 | \$ 405,720 | \$ 371,777 |
| Electric Revenues | 321,636 | 328,038 | 313,699 | 288,603 |
| Electric Expenses, excluding capital outlay | 202,507 | 207,737 | 218,709 | 231,165 |
| | 119,129 | 120,301 | 94,990 | 57,438 |
| | 37% | 37% | 30% | 20% |
| Water Revenues | 84,266 | 82,527 | 110,161 | 101,348 |
| Water Expenses | 103,675 | 101,899 | 124,117 | 134,545 |
| | (19,409) | (19,372) | (13,956) | (33,197) |
| | -23% | -23% | -13% | -33% |
| Trash Revenues | 37,724 | 38,254 | 39,168 | 36,035 |
| Trash Expenses | 31,850 | 32,000 | 34,808 | 35,504 |
| | 5,874 | 6,254 | 4,360 | 531 |
| | 16% | 16% | 11% | 1% |
| Sewer Revenues | 23,237 | 23,818 | 23,153 | 265,771 |
| Sewer Expense | 29,561 | 25,999 | 39,286 | 275,435 |
| | (6,324) | (2,181) | (16,133) | (9,664) |
| | -27% | -9% | -70% | -4% |

AFFP
Public Hearing

Affidavit of Publication

STATE OF OKLAHOMA }
COUNTY OF WOODWARD } SS

(Published in the Woodward News on May 18, 2021)

Public Hearing

A public hearing on the FY21-22 Town of Fort Supply Budget will be held at 6:00pm on June 1, 2021 at Fort Supply City Hall for the purposes of discussing and developing the Town budget for the fiscal year beginning July 1, 2021. The public hearing is open to the public and citizen comments on the proposed budget will be welcome. A copy of the purposed budget is available in the Office of the Town Clerk.

LPXLP

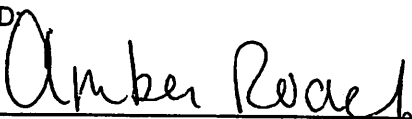
Amber Roach, being duly sworn, says:

That she is an employee of the Woodward News, a daily newspaper of general circulation, printed and published in Woodward, Woodward County, Oklahoma; that the publication, a copy of which is attached hereto, was published in the said newspaper on the following dates:

May 18, 2021

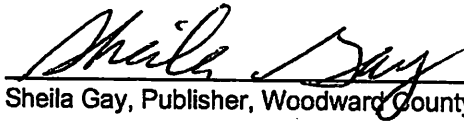
That said newspaper was regularly issued and circulated on those dates.

SIGNED:



an employee

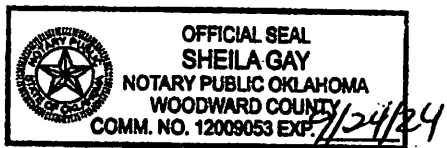
Subscribed to and sworn to me this 18th day of May 2021.



Sheila Gay, Publisher, Woodward County, Oklahoma

My commission expires: September 24, 2024

a0117079 00053765 580-766-2199



Tammy Whittley
Town of Fort Supply — LEGALS
PO BOX 156
FORT SUPPLY, OK 73841

AFFP

Annual Budget 3x3.5

Affidavit of Publication

STATE OF OKLAHOMA }
COUNTY OF WOODWARD } SS

Amber Roach, being duly sworn, says:

That she is an employee of the Woodward News, a daily newspaper of general circulation, printed and published in Woodward, Woodward County, Oklahoma; that the publication, a copy of which is attached hereto, was published in the said newspaper on the following dates:

May 18, 2021

That said newspaper was regularly issued and circulated on those dates.

SIGNED:

Amber Roach

an employee

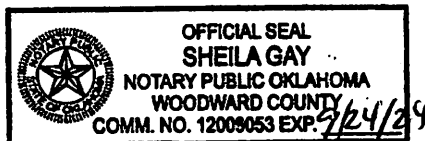
Subscribed to and sworn to me this 18th day of May 2021.

Sheila Gay

Sheila Gay, Publisher, Woodward County, Oklahoma

My commission expires: September 24, 2024

a0117079 00053831 580-766-2199



Tammy Whittley
Town of Fort Supply — LEGALS
PO BOX 156
FORT SUPPLY, OK 73841