

FORT SUPPLY PUBLIC WORKS AUTHORITY  
FORT SUPPLY OKLAHOMA

RESOLUTION NO. 9-2020

**A RESOLUTION APPROVING THE FORT SUPPLY PUBLIC WORKS AUTHORITY:  
FORT SUPPLY, OKLAHOMA BUDGET FOR THE FISCAL YEAR 2020-2021 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, 2021 (FY 2020-2021) 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 2020-2021 Budget on the 2nd day of June 2020. 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 2020-2021, 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 2nd DAY OF JUNE 2020, BY THE BOARD OF TRUSTEES OF THE FORT SUPPLY PUBLIC WORKS AUTHORITY, FORT SUPPLY, OKLAHOMA.

  
MAYOR

ATTEST (SEAL)

  
TOWN CLERK

RECEIVED

JUL 02 2020

State Auditor  
and Inspector

Woodward

**TOWN OF FORT SUPPLY, OKLAHOMA  
RESOLUTION NO. 8-2020**

**A RESOLUTION APPROVING THE TOWN OF FORT SUPPLY, OKLAHOMA  
BUDGET FOR THE FISCAL YEAR 2020-2021 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, 2021 (FY 2020-2021) 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 2020-2021 Budget on the 2nd day of June 2020. Legal appropriations (spending/encumbering limits) are hereby established at the department level as detailed in the attached budget.

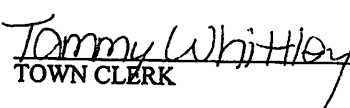
**SECTION 2.** The Board of Trustees of the Town of Fort Supply does hereby authorize the Mayor of Fort Supply to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2020-2021, from one line item to another, one object category to another within a department, or one department 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 2nd DAY OF JUNE, 2020, BY THE BOARD OF TRUSTEES OF THE TOWN OF FORT SUPPLY, OKLAHOMA.

  
MAYOR

ATTEST: (SEAL)

  
TOWN CLERK

**TOWN OF FORT SUPPLY, OKLAHOMA**  
Fiscal Year 2020/2021 Annual Budget

**BUDGET MEMO**

DATE April 27, 2020

RE 2020/2021 Annual Budget

The budget includes the following highlights for fiscal year:

This is an unusual year as the national economy is reeling from COVID-19 coupled with Oklahoma's specific oil/gas reliance. Russell Evans, an economist based at Oklahoma City University, spoke at the City of Oklahoma City council meeting in mid-April 2020 referencing the local economy was already shaky at the start of the 2020 calendar year and the collapse in oil prices has exacerbated the challenges faced by the city and state. It is likely the U.S. economy will shrink 25% to 40% starting in June 2020 and continue through the summer and fall.

The New York Times reported on April 24, grocery stores, pharmacies and other sellers of essential items experienced a surge of demand in March 2020, which was outweighed by a steep decline in other categories as businesses shuttered and shoppers restricted their spending. Sales at gas stations, pushed down by low oil prices as well as reduced commuting, fell 17 percent. With sales taxes being the biggest source of revenue for most cities, we will see this plunge in revenue directly as business activity grinds to a halt and consumers stay home. Even as we stretch finances temporarily - by trimming budgets, appropriating funds earmarked for other purposes or passing emergency legislation - the economy recovery is expected to be slow.

In light of the above information, we have prepared the following breakdown of sales tax revenue provided by the Oklahoma Tax Commission. We utilized this breakdown in projecting the impact of COVID-19 on the municipality.

Sales Tax Top 5	
Convenience Store	21%
Hydroelectric Power Generation	23%
Building Material Dealers	14%
Wireless	7%
Natural Gas	6%
	72%

Sales tax has been budgeted at 75% of current year projections. All other recurring taxes are budgeted at 80% of current year projections.

There will be no budgeted rate increases for utility revenues. Revenue collections have been decreased 8% due to the impact of the unemployment related to the pandemic. Electric purchases from OMPA have been budgeted to increase 3%.

There are no budgeted employee raises for fiscal year 2021. The PWA maintenance position has been allocated equally among the electric, water and sewer departments.

There are no capital outlay items budgeted for fiscal year 2021.

See the chart below for consideration of collection on tax revenues at tiered percentages and the reflected net gain for the fiscal year:

Tax Collections %	Net Gain/(Loss)
100%	\$ 54,487
90%	\$ 48,770
85%	\$ 45,911
80%	\$ 43,052

As of March 31, 2020, the municipality had 404 and 241 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, 2020.

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 2020/2021 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 2020/2021 budget will be considered at a public hearing on Tuesday, June 2, 2020. Copies of the proposed budget are available for review in Town Hall, Ft. Supply, OK.

The Town of Fort Supply 2020-2021 Annual Budget will be adopted by resolution during a meeting of the Town Council on Tuesday, June 2, 2020.

**TOWN OF FORT SUPPLY, OKLAHOMA**  
Fiscal Year 2020-2021 Annual Budget

**BUDGET SUMMARY**

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	Net Change	ENDING BALANCE
<b>GENERAL FUND</b>	\$ 105,176	\$ 56,823	\$ (99,505)	\$ (42,682)	\$ 62,494
<b>ENTERPRISE FUNDS</b>					
Public Works Authority	\$ 311,833	\$ 524,327	\$ (439,211)	\$ 85,116	\$ 396,949
<b>GRAND TOTAL ALL FUNDS</b>	<b>\$ 417,009</b>	<b>\$ 581,150</b>	<b>\$ (538,716)</b>	<b>\$ 42,434</b>	<b>\$ 459,443</b>

## General Fund

	ACTUAL 2018/2019	APPROVED BUDGET 2019/2020	PROJECTED YTD 2019/2020	PROPOSED BUDGET 2020/2021	
<b>OPERATING REVENUES</b>					
Sales tax	\$ 43,296	\$ 24,387	\$ 27,539	\$ 20,654	75%
Use tax	7,975	-	17,175	13,740	80%
Tobacco tax	421	216	268	214	80%
Alcohol beverage tax	4,788	4,305	6,477	5,182	80%
Gasoline excise tax	604	542	653	522	80%
Vehicle Tax	2,340	2,114	2,528	2,275	90%
Franchise tax	2,142	1,831	2,535	2,535	100%
Licenses and permits	-	200	100	100	
Grants	-	3,800	1,519	3,800	*fire
OEDA Grant	4,000	-	17,642	-	
Donations	12,563	7,060	6,541	4,500	*fire
Other Revenue	32,221	7,500	4,329	3,250	
<b>TOTAL OPERATING REVENUES</b>	<b>110,350</b>	<b>51,954</b>	<b>87,306</b>	<b>56,773</b>	
<b>OPERATING EXPENSES</b>					
<b>General Government</b>					
Personal Services	42,298	42,928	52,887	48,280	
Materials and Supplies	5,364	3,500	11,073	10,000	
Other Services and Charges	28,759	42,685	33,493	30,000	
Capital Outlay	-	-	60,000	-	
<b>Total General Government</b>	<b>76,421</b>	<b>89,113</b>	<b>157,453</b>	<b>88,280</b>	
<b>Fire Department</b>					
Personal Services	-	1,200	-	-	
Materials and Supplies	13,558	5,860	4,013	4,000	*
Other Services and Charges	18,612	3,800	5,189	4,300	*
Capital Outlay	-	-	-	-	
<b>Total Fire Department</b>	<b>32,170</b>	<b>10,860</b>	<b>9,203</b>	<b>8,300</b>	
<b>Street Department</b>					
Personal Services	1,500	-	-	-	
Materials and Supplies	-	9,000	-	-	
Other Services and Charges	-	-	-	-	
Capital Outlay	-	-	-	-	
<b>Total Street Department</b>	<b>1,500</b>	<b>9,000</b>	<b>-</b>	<b>-</b>	
<b>Cemetery Department</b>					
Personal Services	-	-	-	-	
Materials and Supplies	1,674	1,200	2,500	2,000	
Other Services and Charges	-	-	-	-	
Capital Outlay	-	-	-	-	
<b>Total Cemetery Department</b>	<b>1,674</b>	<b>1,200</b>	<b>2,500</b>	<b>2,000</b>	
<b>Community Building</b>					
Personal Services	-	-	-	-	
Materials and Supplies	-	-	-	-	
Other Services and Charges	780	1,360	919	925	
Capital Outlay	-	-	3,495	-	
<b>Total Community Building</b>	<b>780</b>	<b>1,360</b>	<b>4,414</b>	<b>925</b>	
<b>TOTAL EXPENDITURES</b>	<b>112,545</b>	<b>111,533</b>	<b>173,570</b>	<b>99,505</b>	
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(2,195)</b>	<b>(59,579)</b>	<b>(86,264)</b>	<b>(42,732)</b>	
<b>OTHER FINANCING SOURCES (USES)</b>					
Interest Income	85	40	145	50	
Transfers-out	(1,066)	-	-	-	
Transfers-in	-	55,000	10,000	-	
<b>Net transfers</b>	<b>(1,066)</b>	<b>55,000</b>	<b>10,000</b>	<b>-</b>	

Town of Fort Supply  
 General Fund Budget  
 For the Year Ended June 30, 2021

## General Fund

	ACTUAL 2018/2019	APPROVED BUDGET 2019/2020	PROJECTED YTD 2019/2020	PROPOSED BUDGET 2020/2021
TOTAL OTHER FINANCING SOURCES (USES)	(981)	55,040	10,145	50
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	(3,176)	(4,539)	(76,118)	(42,682)
BEGINNING FUND BALANCE	10,205	33,000	124,858	105,176
ENDING FUND BALANCE	\$ 7,029	\$ 28,461	\$ 48,740	\$ 62,494

Town of Fort Supply  
Public Works Authority  
For the Year Ended June 30, 2021

## Public Works Authority

	ACTUAL 2018/2019	APPROVED BUDGET 2019/2020	PROJECTED YTD 2019/2020	PROPOSED BUDGET 2020/2021	
<b>OPERATING REVENUES</b>					
Electric Revenues	\$ 282,857	\$ 312,719	\$ 356,563	\$ 328,038	
Rate increase - 0%	-	-	-	\$ -	
Water Revenues	73,954	98,319	89,703	\$ 82,527	
Rate increase - 0%	-	-	-	\$ -	
Rate increase - Commercial out of Town	-	-	-	\$ -	
Sewer Revenues	22,350	22,672	25,889	\$ 23,818	
Rate increase - 0%	-	-	-	\$ -	
Trash Revenues	36,856	38,120	41,580	\$ 38,254	
Rate increase - 0%	-	-	-	\$ -	
Consumer Fee	34,370	29,580	32,272	\$ 29,690	
Other Revenues	24,782	20,000	28,653	\$ 20,000	CUPS
<b>TOTAL OPERATING REVENUES</b>	<b>475,169</b>	<b>521,410</b>	<b>574,660</b>	<b>522,327</b>	
<b>OPERATING EXPENSES</b>					
<b>Administration Department</b>					
Personal Services	41,346	45,435	44,889	45,326	
Materials and Supplies	7,932	6,500	8,508	8,250	
Other Services and Charges	26,181	28,500	19,216	18,000	
Capital Outlay	-	-	-	-	
<b>Total Administration Department</b>	<b>75,459</b>	<b>80,435</b>	<b>72,613</b>	<b>71,576</b>	
<b>Electric Department</b>					
Personal Services	17,755	23,015	21,761	23,999	
Materials and Supplies	24,991	17,000	14,292	13,500	
Electricity Purchased for Resale	163,218	180,369	153,629	158,238	
Other Services and Charges	10,879	11,500	25,781	12,000	
Capital Outlay	2,080	-	933	-	
<b>Total Electric Department</b>	<b>218,923</b>	<b>231,884</b>	<b>216,396</b>	<b>207,737</b>	
<b>Water Department</b>					
Personal Services	20,194	23,015	21,599	23,999	
Materials and Supplies	5,855	6,000	395	400	
Water Purchased for Resale	57,993	80,645	63,155	75,000	
Other Services and Charges	8,065	13,000	1,100	2,500	
Capital Outlay	-	45,000	22,370	-	
<b>Total Water Department</b>	<b>92,107</b>	<b>167,660</b>	<b>108,619</b>	<b>101,899</b>	
<b>Sewer Department</b>					
Personal Services	18,307	23,015	21,585	23,999	
Materials and Supplies	-	1,000	5,355	2,000	
Other Services and Charges	-	500	-	-	
Capital Outlay	-	21,013	21,510	-	
<b>Total Sewer Department</b>	<b>18,307</b>	<b>45,528</b>	<b>48,450</b>	<b>25,999</b>	
<b>Trash Department</b>					
Other Services and Charges	30,281	32,000	35,029	32,000	
<b>Total Trash Department</b>	<b>30,281</b>	<b>32,000</b>	<b>35,029</b>	<b>32,000</b>	
<b>TOTAL OPERATING EXPENDITURES</b>	<b>435,077</b>	<b>557,507</b>	<b>481,108</b>	<b>439,211</b>	

Town of Fort Supply  
Public Works Authority  
For the Year Ended June 30, 2021

## Public Works Authority

	ACTUAL 2018/2019	APPROVED BUDGET 2019/2020	PROJECTED YTD 2019/2020	PROPOSED BUDGET 2020/2021
OPERATING INCOME (LOSS)	40,092	(36,097)	93,552	83,116
NON-OPERATING REVENUES (EXPENSES)				
Interest Income	300	250	2,872	2,000
Grants - CDBG	161,549	21,013	18,010	-
Grants - OEDA/REAP	-	45,000	45,000	-
Bad Debt	-	-	-	-
Transfers in/(out) - General Fund	984	(55,000)	6,802	-
TOTAL OTHER FINANCING SOURCES (USES)	162,833	11,263	72,684	2,000
NET INCOME	202,925	(24,834)	166,236	85,116
BEGINNING FUND BALANCE	294,053	496,978	294,053	311,833
ENDING FUND BALANCE	\$ 496,978	\$ 472,144	\$ 460,289	\$ 396,949
Electric Revenues	282,857	312,719	356,563	328,038
Electric Expenses, excluding capital outlay	216,843	231,884	215,463	207,737
	66,014	80,835	141,100	120,301
	23%	26%	40%	37%
Water Revenues	73,954	98,319	89,703	82,527
Water Expenses	92,107	122,660	86,249	101,899
	(18,153)	(24,341)	3,454	(19,372)
	-25%	-25%	4%	-23%
Trash Revenues	36,856	38,120	41,580	38,254
Trash Expenses	30,281	32,000	35,029	32,000
	6,575	6,120	6,551	6,254
	18%	16%	16%	16%
Sewer Revenues	22,350	22,672	25,889	23,818
Sewer Expense	18,307	45,528	48,450	25,999
	4,043	(22,856)	(22,561)	(2,181)
	18%	-101%	-87%	-9%



## Affidavit of Publication

STATE OF OKLAHOMA }  
COUNTY OF WOODWARD } SS

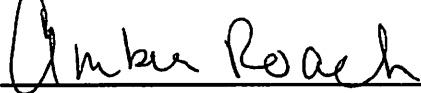
Amber Roach, being duly sworn, says:

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 20, 2020

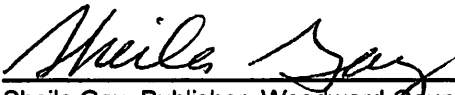
That said newspaper was regularly issued and circulated on those dates.

SIGNED:

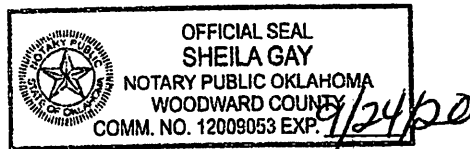


an employee

Subscribed to and sworn to me this 20th day of May 2020.



Sheila Gay, Publisher, Woodward County, Oklahoma



My commission expires: September 24, 2020

03104511 00052344 (580)766-2199

Tammy Whittley  
Town of Fort Supply Clerk/Treasurer  
P.O. Box 156  
Fort Supply, OK 73841

AFFP  
Public Hearing

## Affidavit of Publication

STATE OF OKLAHOMA }  
COUNTY OF WOODWARD } SS

(Published in the Woodward News on May 20, 2020)

Public Hearing

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 20, 2020

A public hearing on the FY20-21 Town of Fort Supply Budget will be held at 6:00pm on June 2, 2020 at Fort Supply City Hall for the purposes of discussing and developing the Town budget for the fiscal year beginning July 1, 2020. The public hearing is open to the public and citizen comments on the proposed budget will be welcome. A copy of the proposed budget is available in the Office of the Town Clerk.

LPXLP

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

SIGNED:

Amber Roach  
an employee

Subscribed to and sworn to me this 20th day of May 2020.

Sheila Gay  
Sheila Gay, Publisher, Woodward County, Oklahoma

My commission expires: September 24, 2020

03104511 00052345 (580)766-2199

Tammy Whitley  
Town of Fort Supply Clerk/Treasurer  
P.O. Box 156  
Fort Supply, OK 73841

