



**Quarterly Financial Report – FY21**  
For the Quarter Ended March 31, 2021

Unaudited – Intended for  
Management Purposes Only

The following report includes (1) General Fund, SUA, SEDA and Other City Funds activity at a glance, (2) a summary of the financial results for the first quarter of fiscal year 2019-2020 for major funds only, (3) a summary of capital expenditures by project and (4) a glossary of terms.

<b>GENERAL FUND AT A GLANCE</b>					
	<b>ADOPTED BUDGET</b>	<b>AMENDED<sup>1</sup> BUDGET</b>	<b>YEAR TO DATE</b>	<b>YEAR TO DATE % OF AMENDED BUDGET</b>	<b>% Year Passed</b>
<b>RESOURCES</b>					75%
Revenues	35,042,800	36,431,806	28,169,094	77.3%	
Transfers In	16,375,924	15,047,394	10,917,288	72.6%	
Beginning Fund Balance	-	10,882,582	10,882,582	100.0%	
<b>USES</b>					
Operating Uses	32,487,787	40,709,206	22,424,128	55.1%	
Transfers Out	18,930,937	21,471,340	14,051,157	65.4%	
<b>RESOURCES OVER (UNDER) USES</b>	<u>-</u>	<u>181,236</u>	13,493,678		
Unrealized FY21 Revenues			12,392,818		
Unspent Budget Appropriations			(25,705,261)		
Estimated Ending Fund Balance - Designated <sup>2</sup>			<u>181,236</u>		

<b>SUA FUNDS AT A GLANCE</b>					
	<b>ADOPTED BUDGET</b>	<b>AMENDED<sup>1</sup> BUDGET</b>	<b>YEAR TO DATE</b>	<b>YEAR TO DATE % OF AMENDED BUDGET</b>	<b>% Year Passed</b>
<b>RESOURCES</b>					75%
Revenues	80,073,120	115,004,031	77,279,925	67.2%	
Transfers In	12,248,975	12,248,975	7,102,538	58.0%	
Beginning Fund Balance	83,754,847	105,116,454	105,116,454	100.0%	
<b>USES</b>					
Operating Uses	60,133,750	122,323,320	81,848,141	66.9%	
Transfers Out	25,183,052	23,854,522	9,524,190	39.9%	
<b>RESOURCES OVER (UNDER) USES</b>	<u>90,760,140</u>	<u>86,191,618</u>	98,126,586		
Unrealized FY21 Revenues			42,870,543		
Unspent Budget Appropriations			(54,805,511)		
Estimated Ending Fund Balance			<u>86,191,618</u>		
Restricted/Designated Funds <sup>3</sup>			79,025,295		
Unrestricted			7,166,323		
Estimated Ending Fund Balance			<u>86,191,618</u>		

### SEDA FUNDS AT A GLANCE

	ADOPTED BUDGET	AMENDED <sup>1</sup> BUDGET	YEAR TO DATE	YEAR TO DATE % OF AMENDED BUDGET	% Year Passed
<b>RESOURCES</b>					75%
Revenues	-	-	-		
Transfers In	1,613,365	2,001,370	1,786,042	89.2%	
Beginning Fund Balance	72,841	125,470	125,470	100.0%	
<b>USES</b>					
Operating Uses	1,630,365	2,028,370	1,588,394	78.3%	
Transfers Out	-	-	-		
<b>RESOURCES OVER (UNDER) USES</b>	<u>55,841</u>	<u>98,470</u>	<u>323,119</u>		
Unrealized FY21 Revenues			215,328		
Unspent Budget Appropriations			(439,976)		
Estimated Ending Fund Balance - Designated			<u>98,470</u>		

### OTHER CITY FUNDS AT A GLANCE<sup>4</sup>

	ADOPTED BUDGET	AMENDED <sup>1</sup> BUDGET	YEAR TO DATE	YEAR TO DATE % OF AMENDED BUDGET	% Year Passed
<b>RESOURCES</b>					75%
Revenues	4,987,050	17,529,288	23,972,161	136.8%	
Transfers In	15,076,148	17,256,007	12,627,918	73.2%	
Beginning Fund Balance	13,025,854	22,380,492	22,380,492	100.0%	
<b>USES</b>					
Operating Uses	15,298,854	43,832,489	20,354,520	46.4%	
Transfers Out	1,200,423	1,227,884	1,126,316	91.7%	
<b>RESOURCES OVER (UNDER) USES</b>	<u>16,589,775</u>	<u>12,105,414</u>	<u>37,499,735</u>		
Unrealized FY21 Revenues			10,636,057		
Unspent Budget Appropriations			(23,579,537)		
Estimated Ending Fund Balance - Restricted/Designated			<u>24,556,255</u>		

<sup>1</sup>Amended budget includes dollars carried forward from the previous fiscal year for ongoing capital projects and open purchase orders.

<sup>2</sup>Per SUA Transfer Policy, transfers from the SUA not needed to balance the City's General Fund shall be returned to the SUA.

<sup>3</sup>Restricted and designated funds include bond reserve funds, emergency reserve funds, customer utility deposits, funds designated for capital improvement and funds designated for the operation and maintenance of the water and wastewater systems.

<sup>4</sup>Includes Tourism Fund, Rural Fire Fund, Stormwater Fund, Transportation Fee Fund, Transportation Sales Tax Fund, Self-insurance Fund, SPWA, Debt Service Fund, City Capital Fund, Airport Fund, grant funds and donation funds.

**CITY OF STILLWATER**

**General Fund Financial Summary**

For the Quarter Ended March 31, 2021

	<u>ADOPTED BUDGET</u>	<u>AMENDED<sup>1</sup> BUDGET</u>	<u>CURRENT QUARTER</u>	<u>YEAR TO DATE</u>	<u>YEAR TO DATE % OF AMENDED BUDGET</u>
<b>RESOURCES</b>					
Revenues:					
Sales and Use Tax	30,900,000	30,900,000	7,870,444	23,718,201	76.8%
Other Tax	1,954,000	1,954,000	546,792	1,599,941	81.9%
Grants	50,000	1,886,004	50,131	1,514,205	80.3%
Fines and Forfeits	921,400	451,400	129,207	348,699	77.2%
Fees and Rental	450,600	459,690	105,766	340,112	74.0%
Interest	134,000	134,000	64,728	133,467	99.6%
Lincenses and Permits	226,200	226,200	43,378	142,957	63.2%
Other	406,600	420,512	100,898	371,511	88.3%
<b>Subtotal - Revenues</b>	<b>35,042,800</b>	<b>36,431,806</b>	<b>8,911,345</b>	<b>28,169,094</b>	<b>77.3%</b>
Transfers In	16,375,924	15,047,394	2,729,322	10,917,288	72.6%
Beginning Fund Balance	-	10,882,582		10,882,582	100.0%
<b>TOTAL RESOURCES</b>	<b>51,418,724</b>	<b>62,361,782</b>	<b>11,640,667</b>	<b>49,968,963</b>	<b>80.1%</b>
<b>USES</b>					
Expenditures:					
City Manager	1,259,009	1,109,692	311,152	795,164	71.7%
Information Technology	1,729,457	1,733,027	397,619	1,274,786	73.6%
Human Resources	534,848	497,276	101,369	286,450	57.6%
Finance	883,133	806,642	168,272	332,604	41.2%
Municipal Court	312,619	312,619	81,434	225,382	72.1%
Community Development	840,937	1,176,856	202,822	536,193	45.6%
City Engineering	705,966	5,627,606	179,257	931,512	16.6%
Public Works	3,090,004	3,024,337	716,326	1,944,458	64.3%
Community Resources	1,692,914	1,618,264	233,642	850,223	52.5%
Library	1,251,156	1,557,816	283,335	923,707	59.3%
Police	11,253,670	11,371,735	2,827,661	8,141,952	71.6%
Emergency Management	327,084	614,399	179,041	317,879	51.7%
Fire	7,437,350	7,467,982	1,906,469	5,324,585	71.3%
Legal	743,893	626,306	157,334	424,239	67.7%
General Government	1,865,406	4,604,308	244,481	1,194,743	25.9%
Indirect Costs (charged to SUA funds)	(1,868,111)	(1,868,111)	(467,034)	(1,401,102)	75.0%
Fleet Costs (from SUA Operating Fund)	428,452	428,452	107,118	321,354	75.0%
<b>Subtotal - Expenditures</b>	<b>32,487,787</b>	<b>40,709,206</b>	<b>7,630,299</b>	<b>22,424,128</b>	<b>55.1%</b>
Transfers Out	18,930,937	21,471,340	7,038,085	14,051,157	65.4%
<b>TOTAL USES</b>	<b>51,418,724</b>	<b>62,180,546</b>	<b>14,668,384</b>	<b>36,475,285</b>	<b>58.7%</b>
<b>RESOURCES OVER (UNDER) USES</b>	<b>-</b>	<b>181,236</b>	<b>(3,027,717)</b>	<b>13,493,678</b>	
Unrealized FY21 Revenues				12,392,818	
Unspent Budget Appropriations				(25,705,261)	
Estimated Ending Fund Balance - Designated <sup>2</sup>				<u>181,236</u>	

<sup>1</sup>Amended budget includes dollars carried forward from the previous fiscal year for ongoing capital projects and open purchase orders.

<sup>2</sup>Per SUA Transfer Policy, transfers from the SUA not needed to balance the City's General Fund shall be returned to the SUA.

**CITY OF STILLWATER**

**Capital Fund Financial Summary**  
For the Quarter Ended March 31, 2021

	<u>ADOPTED BUDGET</u>	<u>AMENDED<sup>1</sup> BUDGET</u>	<u>CURRENT QUARTER</u>	<u>YEAR TO DATE</u>	<u>YEAR TO DATE % OF AMENDED BUDGET</u>
<b>RESOURCES</b>					
Revenues:					
Grants	-	240,000	-	-	0.0%
Other	-	200,000	-	-	0.0%
<b>Subtotal - Revenues</b>	-	440,000	-	-	0.0%
Transfers In	2,000,000	4,096,329	4,096,329	4,096,329	100.0%
Beginning Fund Balance	1,474,336	5,026,308		5,026,308	100.0%
<b>TOTAL RESOURCES</b>	<b>3,474,336</b>	<b>9,562,637</b>	<b>4,096,329</b>	<b>9,122,637</b>	<b>95.4%</b>
<b>USES</b>					
Expenditures:					
Information Technology	300,000	382,806	(454)	193,959	50.7%
General Government	-	74,238	-	74,237	100.0%
City Engineering	1,000,000	3,382,257	128,124	911,258	26.9%
Public Works	14,000	164,000	-	39,993	24.4%
Community Resources	44,000	529,000	39,779	39,779	7.5%
Police	448,000	460,000	195,261	397,445	86.4%
Emergency Management	500,000	545,000	78	78	0.0%
Fire	81,000	481,000	-	-	0.0%
Airport	50,000	245,403	23,250	218,653	89.1%
<b>Subtotal - Expenditures</b>	<b>2,437,000</b>	<b>6,263,704</b>	<b>386,038</b>	<b>1,875,402</b>	<b>29.9%</b>
Transfers Out	-	-	-	-	
<b>TOTAL USES</b>	<b>2,437,000</b>	<b>6,263,704</b>	<b>386,038</b>	<b>1,875,402</b>	<b>77.0%</b>
<b>RESOURCES OVER (UNDER) USES</b>	<b>1,037,336</b>	<b>3,298,933</b>	<b>3,710,291</b>	7,247,234	
Unrealized FY21 Revenues				440,000	
Unspent Budget Appropriations				(4,388,302)	
Estimated Ending Fund Balance - Designated				<u>3,298,933</u>	

<sup>1</sup>Amended budget includes dollars carried forward from the previous fiscal year for ongoing capital projects and open purchase orders.

**CITY OF STILLWATER**

**Transportation Sales Tax Fund Financial Summary**

For the Quarter Ended March 31, 2021

	<u>ADOPTED BUDGET</u>	<u>AMENDED<sup>1</sup> BUDGET</u>	<u>CURRENT QUARTER</u>	<u>YEAR TO DATE</u>	<u>YEAR TO DATE % OF AMENDED BUDGET</u>
<b>RESOURCES</b>					
Transfers In	4,057,143	4,057,143	999,537	2,384,048	58.8%
Beginning Fund Balance	5,232,906	11,773,958		11,773,958	100.0%
<b>TOTAL RESOURCES</b>	<u>9,290,049</u>	<u>15,831,101</u>	<u>999,537</u>	<u>14,158,007</u>	<u>89.4%</u>
<b>USES</b>					
Expenditures:					
Personal Services	67,515	67,515	17,819	49,082	72.7%
Materials & Supplies	352,450	3,100	591	1,855	59.8%
Other Services & Fees	600	338,080	-	628	0.2%
Capital	-	10,472,210	1,017,478	1,833,222	17.5%
<b>Subtotal - Expenditures</b>	<u>420,565</u>	<u>10,880,905</u>	<u>1,035,888</u>	<u>1,884,788</u>	<u>17.3%</u>
Transfers Out	13,431	13,431	3,358	10,073	75.0%
<b>TOTAL USES</b>	<u>433,996</u>	<u>10,894,336</u>	<u>1,039,245</u>	<u>1,894,861</u>	<u>17.4%</u>
<b>RESOURCES OVER (UNDER) USES</b>	<u>8,856,053</u>	<u>4,936,765</u>	<u>(39,708)</u>	12,263,145	
Unrealized FY21 Revenues				1,673,095	
Unspent Budget Appropriations				(8,999,475)	
Estimated Ending Fund Balance - Restricted				<u>4,936,765</u>	

<sup>1</sup>Amended budget includes dollars carried forward from the previous fiscal year for ongoing capital projects and open purchase orders.

**CITY OF STILLWATER**

**Self-Insurance Fund Financial Summary**

For the Quarter Ended March 31, 2021

	<u>ADOPTED BUDGET</u>	<u>AMENDED<sup>1</sup> BUDGET</u>	<u>CURRENT QUARTER</u>	<u>YEAR TO DATE</u>	<u>YEAR TO DATE % OF AMENDED BUDGET</u>
<b>RESOURCES</b>					
Revenues:					
Other	830,000	830,000	412,062	817,893	98.5%
<b>Subtotal - Revenues</b>	<u>830,000</u>	<u>830,000</u>	<u>412,062</u>	<u>817,893</u>	<u>98.5%</u>
Transfers In	8,060,621	8,060,621	2,015,158	6,045,473	75.0%
Beginning Fund Balance	995,379	1,319,884		1,319,884	100.0%
<b>TOTAL RESOURCES</b>	<u>9,886,000</u>	<u>10,210,505</u>	<u>2,427,219</u>	<u>8,183,250</u>	<u>80.1%</u>
<b>USES</b>					
Expenditures:					
Personal Services	6,500,000	6,500,000	1,869,896	4,692,836	72.2%
Other Services & Fees	2,386,000	2,455,066	485,192	1,620,141	66.0%
<b>Subtotal - Expenditures</b>	<u>8,886,000</u>	<u>8,955,066</u>	<u>2,355,088</u>	<u>6,312,976</u>	<u>70.5%</u>
Transfers Out	-	-	-	-	
<b>TOTAL USES</b>	<u>8,886,000</u>	<u>8,955,066</u>	<u>2,355,088</u>	<u>6,312,976</u>	<u>70.5%</u>
<b>RESOURCES OVER (UNDER) USES</b>	<u>1,000,000</u>	<u>1,255,439</u>	<u>72,131</u>	1,870,273	
Unrealized FY21 Revenues				2,027,256	
Unspent Budget Appropriations				(2,642,090)	
Estimated Ending Fund Balance - Designated <sup>2</sup>				<u>1,255,439</u>	

<sup>1</sup>Amended budget includes dollars carried forward from the previous fiscal year for ongoing capital projects and open purchase orders.

<sup>2</sup>Minimum fund balance of \$1 million

**CITY OF STILLWATER**

**Airport Fund Financial Summary**

For the Quarter Ended March 31, 2021

	<u>ADOPTED BUDGET</u>	<u>AMENDED' BUDGET</u>	<u>CURRENT QUARTER</u>	<u>YEAR TO DATE</u>	<u>YEAR TO DATE % OF AMENDED BUDGET</u>
<b>RESOURCES</b>					
Revenues:					
Fees and rentals	1,735,000	1,735,000	354,055	871,467	50.2%
Grant	-	12,259,945	969,496	7,971,736	65.0%
Other	190,700	190,700	56,038	135,827	71.2%
<b>Subtotal - Revenues</b>	<b>1,925,700</b>	<b>14,185,645</b>	<b>1,379,589</b>	<b>8,979,030</b>	<b>63.3%</b>
Transfers In	958,384	958,384	18,537	18,537	1.9%
Beginning Fund Balance	71,736	1,521,639		1,521,639	100.0%
<b>TOTAL RESOURCES</b>	<b>2,955,820</b>	<b>16,665,668</b>	<b>1,398,126</b>	<b>10,519,206</b>	<b>63.1%</b>
<b>USES</b>					
Expenditures:					
Personal Services	781,430	846,211	219,374	596,380	70.5%
Materials & Supplies	1,605,500	1,603,100	303,884	706,283	44.1%
Other Services & Fees	329,880	225,084	45,711	112,997	50.2%
Capital	-	13,354,839	1,056,314	8,504,173	63.7%
Fleet Costs (from SUA Operating Fund)	43,640	43,640	10,899	32,697	74.9%
<b>Subtotal - Expenditures</b>	<b>2,760,450</b>	<b>16,072,874</b>	<b>1,636,182</b>	<b>9,952,530</b>	<b>61.9%</b>
Transfers Out	195,370	195,370	48,842	146,527	75.0%
<b>TOTAL USES</b>	<b>2,955,820</b>	<b>16,268,244</b>	<b>1,685,025</b>	<b>10,099,057</b>	<b>62.1%</b>
<b>RESOURCES OVER (UNDER) USES</b>	<b>(0)</b>	<b>397,424</b>	<b>(286,899)</b>	<b>420,148</b>	
Unrealized FY21 Revenues				6,146,462	
Unspent Budget Appropriations				(6,169,187)	
Estimated Ending Fund Balance - Restricted/Designated				<u>397,424</u>	

<sup>1</sup>Amended budget includes dollars carried forward from the previous fiscal year for ongoing capital projects and open purchase orders.

# STILLWATER UTILITIES AUTHORITY

## Operating Fund Financial Summary

For the Quarter Ended March 31, 2021

	<u>ADOPTED BUDGET</u>	<u>AMENDED<sup>1</sup> BUDGET</u>	<u>CURRENT QUARTER</u>	<u>YEAR TO DATE</u>	<u>YEAR TO DATE % OF AMENDED BUDGET</u>
<b>RESOURCES</b>					
Revenues:					
Fees and Rental	45,000,000	45,000,000	10,326,430	35,392,759	78.7%
Utility and Billing Service	435,696	435,696	112,966	218,348	50.1%
Interest	141,300	141,300	15,912	62,334	44.1%
Other	1,607,500	21,607,500	11,703,215	12,335,587	57.1%
<b>Subtotal - Revenues</b>	<u>47,184,496</u>	<u>67,184,496</u>	<u>22,158,524</u>	<u>48,009,028</u>	<u>71.5%</u>
Transfers In	8,114,286	8,114,286	1,999,237	4,767,849	58.8%
Beginning Fund Balance	10,257,019	16,698,660		16,698,660	100.0%
<b>TOTAL RESOURCES</b>	<u>65,555,801</u>	<u>91,997,442</u>	<u>24,157,761</u>	<u>69,475,537</u>	<u>75.5%</u>
<b>USES</b>					
Expenditures:					
Administration	672,500	459,311	126,925	295,539	64.3%
Environmental Services	202,940	166,379	48,277	104,005	62.5%
Utility and Billing Service	1,392,661	1,441,961	326,847	967,934	67.1%
Electric	37,519,427	58,986,946	23,884,251	40,034,450	67.9%
Fleet	933,136	933,136	228,965	639,880	68.6%
SUA Overhead Allocated to SUA funds	(2,476,730)	(2,476,730)	(376,347)	(999,435)	40.4%
Fleet Costs (charged to City funds)	(489,507)	(489,507)	(122,370)	(367,110)	75.0%
<b>Subtotal - Expenditures</b>	<u>37,754,427</u>	<u>59,021,496</u>	<u>24,116,549</u>	<u>40,675,262</u>	<u>68.9%</u>
Transfers Out	22,859,103	21,530,573	7,123,285	15,552,841	72.2%
<b>TOTAL USES</b>	<u>60,613,530</u>	<u>80,552,069</u>	<u>31,239,834</u>	<u>56,228,103</u>	<u>69.8%</u>
<b>RESOURCES OVER (UNDER) USES</b>	<u>4,942,271</u>	<u>11,445,373</u>	<u>(7,082,074)</u>	13,247,434	
Unrealized FY21 Revenues				22,521,905	
Unspent Budget Appropriations				(24,323,966)	
Estimated Ending Fund Balance				<u>11,445,373</u>	
Restricted/Designated Funds <sup>2</sup>				6,166,323	
Unrestricted				5,279,050	
Estimated Ending Fund Balance				<u>11,445,373</u>	

<sup>1</sup>Amended budget includes dollars carried forward from the previous fiscal year for ongoing capital projects and open purchase orders.

<sup>3</sup>Restricted and designated funds include bond reserve funds, funds designated for capital improvement and customer utility deposits.



## STILLWATER UTILITIES AUTHORITY

### Electric Rate Stabilization Fund Financial Summary

For the Quarter Ended March 31, 2021

	<u>ADOPTED BUDGET</u>	<u>AMENDED<sup>1</sup> BUDGET</u>	<u>CURRENT QUARTER</u>	<u>YEAR TO DATE</u>	<u>YEAR TO DATE % OF AMENDED BUDGET</u>
<b>RESOURCES</b>					
Revenues:					
Interest	2,000	2,000	23	96	4.8%
Other	4,700,000	4,700,000	1,201,899	3,190,012	67.9%
<b>Subtotal - Revenues</b>	<u>4,702,000</u>	<u>4,702,000</u>	<u>1,201,922</u>	<u>3,190,108</u>	<u>67.8%</u>
Transfers In	4,000,000	4,000,000	2,200,000	2,200,000	55.0%
Beginning Fund Balance	21,838,245	28,030,059		28,030,059	100.0%
<b>TOTAL RESOURCES</b>	<u>30,540,245</u>	<u>36,732,059</u>	<u>3,401,922</u>	<u>33,420,167</u>	<u>91.0%</u>
<b>USES</b>					
Expenditures:					
Capital	600,000	13,326,486	103,430	716,398	5.4%
Debt	4,104,600	4,104,600	-	2,792,800	68.0%
<b>Subtotal - Expenditures</b>	<u>4,704,600</u>	<u>17,431,086</u>	<u>103,430</u>	<u>3,509,198</u>	<u>20.1%</u>
Transfers Out	-	-	-	-	0.0%
<b>TOTAL USES</b>	<u>4,704,600</u>	<u>17,431,086</u>	<u>103,430</u>	<u>3,509,198</u>	<u>20.1%</u>
<b>RESOURCES OVER (UNDER) USES</b>	<u>25,835,645</u>	<u>19,300,973</u>	<u>3,298,492</u>	29,910,969	
Unrealized FY21 Revenues				3,311,892	
Unspent Budget Appropriations				(13,921,888)	
Estimated Ending Fund Balance - Restricted/Designated				<u>19,300,973</u>	

<sup>1</sup>Amended budget includes dollars carried forward from the previous fiscal year for ongoing capital projects and open purchase orders.

# STILLWATER UTILITIES AUTHORITY

## Water Fund Financial Summary

For the Quarter Ended March 31, 2021

	<u>ADOPTED BUDGET</u>	<u>AMENDED<sup>1</sup> BUDGET</u>	<u>CURRENT QUARTER</u>	<u>YEAR TO DATE</u>	<u>YEAR TO DATE % OF AMENDED BUDGET</u>
<b>RESOURCES</b>					
Revenues:					
Grant	-	1,769,981	815,289	815,289	46.1%
Fees and Rental	14,000,000	14,000,000	3,092,460	10,735,265	76.7%
Utility and Billing Service	360,576	360,576	93,489	180,702	50.1%
Interest	447,450	447,450	50,391	197,401	44.1%
Other	164,100	164,100	59,232	127,239	77.5%
<b>Subtotal - Revenues</b>	<u>14,972,126</u>	<u>16,742,107</u>	<u>4,110,861</u>	<u>12,055,896</u>	<u>72.0%</u>
Transfers In	-	-	-	-	
Beginning Fund Balance	33,186,651	35,416,541		35,416,541	100.0%
<b>TOTAL RESOURCES</b>	<u>48,158,777</u>	<u>52,158,648</u>	<u>4,110,861</u>	<u>47,472,437</u>	<u>91.0%</u>
<b>USES</b>					
Expenditures:					
Personal Services	2,807,492	2,807,492	648,910	1,900,491	67.7%
Materials & Supplies	918,150	1,115,233	195,084	666,994	59.8%
Other Services & Fees	653,455	647,133	88,036	388,523	60.0%
Capital	300,000	6,633,181	646,478	2,730,453	41.2%
Debt	3,165,469	3,165,469	1,460,679	2,961,892	93.6%
Indirect Costs (from General Fund)	478,772	478,772	119,694	359,082	75.0%
SUA Overhead Allocation	628,972	628,972	155,393	434,940	69.2%
<b>Subtotal - Expenditures</b>	<u>8,952,310</u>	<u>15,476,252</u>	<u>3,314,274</u>	<u>9,442,373</u>	<u>61.0%</u>
Transfers Out	578,146	578,146	144,537	433,611	75.0%
<b>TOTAL USES</b>	<u>9,530,456</u>	<u>16,054,398</u>	<u>3,458,811</u>	<u>9,875,984</u>	<u>61.5%</u>
<b>RESOURCES OVER (UNDER) USES</b>	<u>38,628,321</u>	<u>36,104,250</u>	<u>652,050</u>	37,596,453	
Unrealized FY21 Revenues				4,686,211	
Unspent Budget Appropriations				(6,178,414)	
Estimated Ending Fund Balance - Restricted/Designated				<u>36,104,250</u>	

<sup>1</sup>Amended budget includes dollars carried forward from the previous fiscal year for ongoing capital projects and open purchase orders.

# STILLWATER UTILITIES AUTHORITY

## Wastewater Fund Financial Summary

For the Quarter Ended March 31, 2021

	<u>ADOPTED BUDGET</u>	<u>AMENDED<sup>1</sup> BUDGET</u>	<u>CURRENT QUARTER</u>	<u>YEAR TO DATE</u>	<u>YEAR TO DATE % OF AMENDED BUDGET</u>
<b>RESOURCES</b>					
Revenues:					
Fees and Rental	6,900,000	6,900,000	1,770,317	5,274,768	76.4%
Utility and Billing Service	315,504	315,504	81,803	158,114	50.1%
Interest	180,670	180,670	20,332	79,650	44.1%
Other	115,000	115,000	49,200	117,100	101.8%
<b>Subtotal - Revenues</b>	<u>7,511,174</u>	<u>7,511,174</u>	<u>1,921,652</u>	<u>5,629,633</u>	<u>75.0%</u>
Transfers In	-	-	-	-	
Beginning Fund Balance	12,764,079	15,758,944		15,758,944	100.0%
<b>TOTAL RESOURCES</b>	<u>20,275,253</u>	<u>23,270,118</u>	<u>1,921,652</u>	<u>21,388,576</u>	<u>91.9%</u>
<b>USES</b>					
Expenditures:					
Personal Services	1,706,708	1,716,708	393,380	1,112,651	64.8%
Materials & Supplies	269,450	288,381	42,574	172,631	59.9%
Other Services & Fees	529,650	502,853	86,829	154,079	30.6%
Capital	-	4,483,057	214,836	1,452,112	32.4%
Debt	822,897	822,897	410,798	821,330	99.8%
Indirect Costs (from General Fund)	196,112	196,112	49,029	147,087	75.0%
SUA Overhead Allocation	432,691	432,691	101,917	251,602	58.1%
<b>Subtotal - Expenditures</b>	<u>3,957,508</u>	<u>8,442,699</u>	<u>1,299,363</u>	<u>4,111,493</u>	<u>48.7%</u>
Transfers Out	329,239	329,239	82,311	246,933	75.0%
<b>TOTAL USES</b>	<u>4,286,747</u>	<u>8,771,938</u>	<u>1,381,674</u>	<u>4,358,426</u>	<u>49.7%</u>
<b>RESOURCES OVER (UNDER) USES</b>	<u>15,988,506</u>	<u>14,498,180</u>	<u>539,978</u>	17,030,151	
Unrealized FY21 Revenues				1,881,541	
Unspent Budget Appropriations				(4,413,512)	
Estimated Ending Fund Balance - Restricted/Designated				<u>14,498,180</u>	

<sup>1</sup>Amended budget includes dollars carried forward from the previous fiscal year for ongoing capital projects and open purchase orders.

# STILLWATER UTILITIES AUTHORITY

## Waste Management Fund Financial Summary

For the Quarter Ended March 31, 2021

	<u>ADOPTED BUDGET</u>	<u>AMENDED<sup>1</sup> BUDGET</u>	<u>CURRENT QUARTER</u>	<u>YEAR TO DATE</u>	<u>YEAR TO DATE % OF AMENDED BUDGET</u>
<b>RESOURCES</b>					
Revenues:					
Fees and Rental	5,222,000	5,522,000	1,499,756	4,265,911	77.3%
Utility and Billing Service	390,624	390,624	101,280	195,761	50.1%
Interest	15,700	15,700	4,534	9,692	61.7%
Other	53,000	948,279	14,922	44,291	4.7%
<b>Subtotal - Revenues</b>	<u>5,681,324</u>	<u>6,876,603</u>	<u>1,620,492</u>	<u>4,515,655</u>	<u>65.7%</u>
Transfers In	-	-	-	-	0.0%
Beginning Fund Balance	500,145	619,548		619,548	100.0%
<b>TOTAL RESOURCES</b>	<u>6,181,469</u>	<u>7,496,151</u>	<u>1,620,492</u>	<u>5,135,203</u>	<u>68.5%</u>
<b>USES</b>					
Expenditures:					
Personal Services	1,545,396	1,545,896	393,393	1,085,612	70.2%
Materials & Supplies	557,800	626,929	175,827	428,941	68.4%
Other Services & Fees	1,015,000	1,005,371	242,473	666,348	66.3%
Capital	220,000	18,815	-	18,815	100.0%
Debt	717,694	1,435,899	985,331	1,344,178	93.6%
Indirect Costs (from General Fund)	198,685	198,685	49,671	149,013	75.0%
SUA Overhead Allocation	510,330	510,330	119,037	312,894	61.3%
<b>Subtotal - Expenditures</b>	<u>4,764,905</u>	<u>5,341,925</u>	<u>1,965,732</u>	<u>4,005,800</u>	<u>75.0%</u>
Transfers Out	1,416,564	1,416,564	381,990	1,022,928	72.2%
<b>TOTAL USES</b>	<u>6,181,469</u>	<u>6,758,489</u>	<u>2,347,722</u>	<u>5,028,728</u>	<u>74.4%</u>
<b>RESOURCES OVER (UNDER) USES</b>	<u>-</u>	<u>737,662</u>	<u>(727,230)</u>	106,476	
Unrealized FY21 Revenues				2,360,948	
Unspent Budget Appropriations				(1,729,761)	
Estimated Ending Fund Balance - Unrestricted				<u>737,662</u>	

<sup>1</sup>Amended budget includes dollars carried forward from the previous fiscal year for ongoing capital projects and open purchase orders.

**CITY OF STILLWATER**

**Capital Projects**

For the Quarter Ended March 31, 2021

	<u>AMENDED BUDGET</u>	<u>CURRENT QUARTER</u>	<u>YEAR TO DATE</u>	<u>ENCUMBRANCES</u>	<u>YEAR TO DATE % OF AMENDED BUDGET</u>
<b>Airport</b>					
Airport Parallel Taxiway	317,402	-	150,041	-	47.3%
Fuel Farm Grant	299,918	-	267,633	24,711	89.2%
Apron Expansion-Phase I	14,000	-	-	14,000	0.0%
Apron Expansion-Phase I	4,921,285	455,092	2,397,505	2,408,431	48.7%
Apron Expansion-Phase I	159,968	19,696	81,184	78,784	50.8%
Reconst Runway Lighting 4-22	17,325	-	17,325	-	100.0%
Crack Seal/Seal Coat 4/22 Taxi	180,403	-	180,403	-	100.0%
Terminal External Dry Vit Repa	10,000	-	10,000	-	100.0%
Terminal External Dry Vit Repa	11,486	-	11,486	-	100.0%
Curbing-Main Term Park Entranc	5,000	-	5,000	-	100.0%
Curbing-Main Term Park Entranc	3,634	-	3,634	-	100.0%
Apron Expansion-Phase II	5,863,844	560,320	5,106,317	721,736	87.1%
Apron Expansion-Phase II	217,935	21,206	196,729	21,206	90.3%
ARFF Truck	235,000	-	28,211	165,791	12.0%
ARFF Truck	555,555	-	-	555,555	0.0%
Future FAA Grant Match	77,315	-	-	-	0.0%
Push Up Stair System	50,000	23,250	23,250	7,750	46.5%
Repl Light Gun Air Traff Tower	5,248	-	5,248	-	100.0%
Hangar 2 Repair	6,684	-	6,684	-	100.0%
Reconstruct Apron Ph. III	516,240	-	287,631	228,609	55.7%
Master Plan Update	62,000	-	1,750	-	2.8%
Taxilane Repair	70,000	-	-	-	0.0%
<b>Community Development</b>					
410 S Hester-Parking	30,792	-	-	30,792	0.0%
823 W University-Parking	8,151	-	-	-	0.0%
801 W 4th/501 S Ramsey-Parking	26,302	-	-	26,302	0.0%
801 W 4th/501 S Ramsey-Paving	72,913	-	-	72,913	0.0%
410 S Hester-Paving	103,211	-	-	103,211	0.0%
<b>Community Development Grants</b>					
CDBG 2018-Playground	83,716	24	83,716	-	100.0%
CDBG 2018-Playground	2,228	-	2,228	-	100.0%
<b>Community Resources</b>					
Strickland Park Ph II	195,725	7,385	12,010	76,423	6.1%
Rec Trails Grant McMurtry Impr	60,000	39,779	39,779	20,221	66.3%
Community Ctr Microphone Sys	7,520	-	7,519	-	100.0%
Repl Boomer Bridge Boards/Hand	30,000	-	-	-	0.0%
Senior Center Carpet	14,000	-	-	-	0.0%
Comm Ctr Rm 112 HVAC	14,100	-	14,100	-	100.0%
Community Cent West Wing Roof	206,000	-	-	-	0.0%
<b>Emergency Management</b>					
Hazard Mitigation Plan	325	-	324	-	99.7%
Storm Sirens	545,000	78	78	32,648	0.0%
Hypochlorous Acid Machine	3,087	1,759	3,087	-	100.0%
<b>Fire</b>					
Pierce Lance Ladder Truck	400,000	-	-	392,239	0.0%
Pierce Lance Ladder Truck	300,000	-	-	300,000	0.0%
Thermal Imaging Camera (5)	30,000	-	-	-	0.0%
Commercial Extractor	10,000	-	-	6,660	0.0%
Station 1 Concrete Repair	41,000	-	-	26,750	0.0%
Pistol Pete Corral-Exhaust System	24,000	-	-	-	0.0%
<b>General Government</b>					
OSBI Office Expansion	74,238	-	74,237	-	100.0%
West 6th Welcome Sign	800	-	800	-	100.0%
West 6th Welcome Sign	14,843	-	14,843	-	100.0%
<b>Information Technology</b>					
Data Center/Network Infrastruc	2,500	-	2,500	-	100.0%
Data Center/Network Infrastruc	11,891	-	11,295	-	95.0%
Centralized access control sys	70,915	(454)	3,238	6,179	4.6%

# CITY OF STILLWATER

## Capital Projects

For the Quarter Ended March 31, 2021

	AMENDED BUDGET	CURRENT QUARTER	YEAR TO DATE	ENCUMBRANCES	YEAR TO DATE % OF AMENDED BUDGET
Ntwk Upgrade: Core Switches	300,000	-	179,426	105,923	59.8%
<b>Police</b>					
Gun Range Improvements	4,491	2,060	4,010	-	89.3%
Radar replacements (5)	12,000	-	-	12,000	0.0%
3rd Floor Storage Project	8,896	-	8,896	-	100.0%
Fire Door Holders	-	-	350	-	0.0%
Fingerprint Workstation Replac	18,000	-	15,603	-	86.7%
Patrol Vehicles (8)	430,000	195,261	381,842	21,488	88.8%
Replace Unit 184	24,721	-	24,721	-	100.0%
PD 2nd Floor Office Space	5,409	-	5,408	-	100.0%
<b>Public Works</b>					
Repl salt storage bldg	120,000	-	-	-	0.0%
Replace 2002 Ford Expedition	30,000	-	27,083	-	90.3%
Diesel Diagnostic Software	14,000	-	12,910	-	92.2%
Welding Shop: Ceiling Repair	22,000	22,000	22,000	-	100.0%
Grapple Attachment for Gradall	9,925	9,925	9,925	-	100.0%
<b>Transportation and Stormwater</b>					
Transportation Plan Modeling	31,362	-	-	31,361	0.0%
Perkins: McElroy to Lakeview	847,801	4,225	90,411	622,625	10.7%
Perkins: McElroy to Lakeview	5,000	-	622	-	12.4%
1/2 Cent: Perkins:McEl>Lkview	32,050	-	-	32,050	0.0%
1/2 Cent: Perkins:McEl>Lkview	70,643	65,770	66,735	3,773	94.5%
1/2 Cent:Airport Industrial Rd	901,700	-	-	-	0.0%
1/2 Cent:Airport Industrial Rd	144,000	-	-	-	0.0%
1/2 Cent:Airport Industrial Rd	186,629	5,772	55,728	130,771	29.9%
Drainage Impr 6th/Orchard	120,000	-	-	-	0.0%
Trans: Bridge Repair/Replcmnt	4,877	-	-	4,877	0.0%
Pavement Management	57,000	-	-	-	0.0%
Pavement Management	2,000	-	-	-	0.0%
Pavement Management	2,132,253	599,899	978,695	546,154	45.9%
Pavement Management	106,716	-	15,361	89,338	14.4%
Pavement Management	1,950,179	326,324	658,444	10,874	33.8%
Bridge-3rd St over Boomer Crk	2,192,616	-	-	15	0.0%
Bridge-3rd St over Boomer Crk	6,473	185	185	3,547	2.9%
Bridge-Husband over Boomer Crk	1,419,219	-	-	19	0.0%
Bridge-Husband over Boomer Crk	4,996	278	299	4,133	6.0%
Western 3rd to Virginia	658,911	-	379,048	68,877	57.5%
Western 3rd to Virginia	1,066	-	-	1,065	0.0%
Western 3rd to Virginia	138,704	-	-	-	0.0%
Western 3rd to Virginia	245,000	-	-	-	0.0%
McElroy/Boomer WL Relocation	82,921	-	79,344	3,578	95.7%
Husband St. Corridor	392,000	-	-	-	0.0%
Husband St. Corridor	70,000	-	-	70,000	0.0%
Stormwater Master Plan	274,142	46,344	140,114	132,264	51.1%
Stormwater Master Plan	875,000	-	-	203,919	0.0%
Reserve for Transportation	85,428	-	-	-	0.0%
Crack Sealing	200,000	-	-	-	0.0%
Deferred Maintenance	350,000	1,399	11,815	-	3.4%
MicroSurface (thin surface ov)	234,000	-	-	-	0.0%
Mill & Overlay	970,500	-	-	-	0.0%
Pavement Reconstruction	1,606,000	-	-	-	0.0%
Pavement Reconstruction	125,000	18,314	46,398	33,727	37.1%
Diamond Grind	777,500	-	-	-	0.0%
Western/HOF: Asphalt Mill/OL	19,360	-	18,480	-	95.5%
Western/HOF: Asphalt Mill/OL	5,034	-	-	5,075	0.0%
Western/HOF: Asphalt Mill/OL	685,000	-	682,328	-	99.6%
Grandview St Cost Share Partic	120,324	106,326	120,323	-	100.0%
Sidewalk N 6th Kings-Orchard	88,040	-	46	71,149	0.1%
Master Drainage Plan	-	-	-	-	0.0%

**CITY OF STILLWATER****Capital Projects**

For the Quarter Ended March 31, 2021

	<u>AMENDED BUDGET</u>	<u>CURRENT QUARTER</u>	<u>YEAR TO DATE</u>	<u>ENCUMBRANCES</u>	<u>YEAR TO DATE % OF AMENDED BUDGET</u>
Duck: 6th-Boomer Design	-	-	-	-	0.0%
Reserve for Transportation Prj	400,000	-	-	-	0.0%
Street Marking	350,000	-	-	-	0.0%
6th Avenue Corridor Study	100,000	17,573	17,573	82,427	17.6%
FEMA Pre-Disaster Mitiga Grant	125,000	-	-	-	0.0%
<b>TOTAL CITY CAPITAL PROJECTS</b>	<b>36,177,385</b>	<b>2,549,790</b>	<b>13,103,910</b>	<b>7,611,939</b>	<b>36.2%</b>

# STILLWATER UTILITIES AUTHORITY

## Capital Projects

For the Quarter Ended March 31, 2021

	AMENDED BUDGET	CURRENT QUARTER	YEAR TO DATE	ENCUMBRANCES	YEAR TO DATE % OF AMENDED BUDGET
<b>Electric</b>					
EL-3rd St Perimeter Security	5,205	-	-	5,205	0.0%
El Warehouse Bathrm Renovation	32,749	-	32,749	-	100.0%
Electric System Extension	600,000	47,460	282,169	-	47.0%
Distribution Line Locator Upgr	8,135	8,135	8,135	-	100.0%
Uninterruptible Power-Traffic	122,620	-	-	-	0.0%
Advances Metering Infrastructu	4,063,502	-	244,107	19,340	6.0%
Advances Metering Infrastructu	4,323,240	-	245,842	-	5.7%
Security Camera Sys-19th/BLS	38,145	-	-	6,369	0.0%
SEU Office Expansion	9,475	-	-	9,475	0.0%
Perkins/McElroy EL Relocation	195,744	52,785	132,726	47,694	67.8%
Wartsila Parts/Services	300,000	-	64,468	235,532	21.5%
Trans/Dist Reloc 6th Road Wide	7,500,000	-	-	-	0.0%
City Hall Transfer Switch	169,000	3,185	3,185	-	1.9%
Community Center Line Reloc	45,000	-	-	-	0.0%
Unit #237	9,000	-	-	9,000	0.0%
Unit #238	137,000	-	-	-	0.0%
Unit #239	137,000	-	-	-	0.0%
<b>Utility and Billing Services</b>					
2 Dodge Ram 1500	48,143	-	48,143	-	100.0%
<b>Water</b>					
Transp Fee: 6th/Perkins	46,965	-	-	-	0.0%
Wtr2040 Land Acquisition	16,762	-	-	12,062	0.0%
Wtr2040 Land Acquisition	7,938	-	-	-	0.0%
WT:Central & 44th Towers	8,000	3,000	3,000	3,000	37.5%
Western Rd BPS & WL	162,691	6,720	(21,798)	184,488	-13.4%
Western Rd BPS & WL	2,088,004	536,270	1,680,550	359,086	80.5%
New WTP Finished Water PS	3	-	-	-	0.0%
New WTP Finished Water PS	3,000,000	-	-	-	0.0%
DWSRF Contingency-2016	1,384,452	-	-	-	0.0%
DWSRF-Other Construction Items	1,209	-	-	70	0.0%
DWSRF Contingency-2017	2,422,618	-	-	-	0.0%
DWSRF Other Construction-Pkg B	34,101	-	25,431	-	74.6%
New Meters	140,000	17,014	67,525	-	48.2%
New Hydrants	40,000	-	-	-	0.0%
New Valves	120,000	-	-	-	0.0%
Wtr:Yost BPS/Standpipe Improv	462,838	-	-	462,838	0.0%
WTP Filters/Lime/Misc Improv	1,407,588	-	-	216,071	0.0%
WTP Filters/Lime/Misc Improv	179,316	-	-	142,515	0.0%
Inspect 2 water storage tanks	74,028	-	-	-	0.0%
WL-PerkinsRd, McElroy-Lakeview	1,395,390	174,782	782,641	608,526	56.1%
WL-PerkinsRd, McElroy-Lakeview	10,982	450	6,132	4,426	55.8%
Tower Park Pump Station	17,104	-	-	9,019	0.0%
PAC Waterline Relocation	387,312	123,874	306,794	74,298	79.2%
Hunter's Ridge WL Connection	51,000	-	-	51,000	0.0%
AIAR Water Line Relocation	39,000	6,538	15,547	22,224	39.9%
7th Ave. Water & Sewer Line	16,800	131	131	16,669	0.8%
College Gardens WL/SL	840,525	-	-	760,995	0.0%
College Gardens WL/SL	215,675	57,393	139,978	75,697	64.9%
WTP Generator - OEM Grant	2,317,143	353,626	1,739,114	565,945	75.1%
SCADA-View-Only & Backup	14,351	-	5,354	-	37.3%
WTP: Resid/Recycle PS	375,225	36,772	49,277	325,948	13.1%
Chl System Maint	8,221	260	8,220	-	100.0%
Chloramine Dosing Stations	134,000	4,306	4,306	129,694	3.2%
R&RA/Emergency Response	271,710	83,693	114,801	156,909	42.3%
WTP Entry Gate	10,825	10,825	10,825	-	100.0%



## STILLWATER UTILITIES AUTHORITY

### Capital Projects

For the Quarter Ended March 31, 2021

	<u>AMENDED BUDGET</u>	<u>CURRENT QUARTER</u>	<u>YEAR TO DATE</u>	<u>ENCUMBRANCES</u>	<u>YEAR TO DATE % OF AMENDED BUDGET</u>
<b><u>Wastewater</u></b>					
Transp Fee: 6th/Perkins	47,674	-	-	-	0.0%
WW:Aspen Heights Sewer Devel	1,515,712	17,759	53,256	313,329	3.5%
WWTP digester replacement	2,457,139	183,955	1,368,872	928,709	55.7%
South sewer interceptor	213,305	14,374	36,314	176,694	17.0%
SL-PerkinsRd, McElroy-Lakeview	2,307	-	-	2,306	0.0%
PAC Sewerline Relocation	92,686	3,867	7,508	78,545	8.1%
W College, Eyler/Manhole Rehab	95,170	-	-	91,002	0.0%
Western Interceptors	22,845	-	1,379	10,388	6.0%
SCADA Backup	14,351	-	5,354	-	37.3%
WWTP Blower 1 Eval/Rehab	18,866	-	18,866	-	100.0%
WWTP UV Lights	27,500	3,764	27,328	-	99.4%
College Gardens WL/SL	1,077,098	3,523	3,523	823,106	0.3%
College Gardens WL/SL	870,002	45,943	124,908	745,095	14.4%
R&RA/Emergency Response	191,290	9,117	10,297	180,993	5.4%
WWTR: Westpark Lift Station	298,000	-	-	271,270	0.0%
WWTR: Westpark Lift Station	23,256	-	498	11,130	2.1%
<b><u>Waste Management</u></b>					
Gasifier	-	-	-	-	0.0%
Compacter-Collection Center	18,815	-	18,815	-	100.0%
Recycling Staging Facility	165,910	55,028	162,409	3,501	97.9%
<b>TOTAL SUA CAPITAL PROJECTS</b>	<b>42,597,660</b>	<b>1,864,547</b>	<b>7,838,676</b>	<b>8,150,160</b>	<b>18.4%</b>

## Glossary

**Appropriation** — authorization of a governmental unit to spend money within specified restrictions such as amount, time period, and purpose.

**Beginning Fund Balance** — the prior fiscal year ending fund balance which is available for appropriation.

**Budget Amendment** — an increase or decrease in the budget of a fund that is approved after the adoption and implementation of the original budget. These amendments must be approved by the governing body.

**Budget Revision** — a reallocation of budgetary resources within a fund or department after the adoption and implementation of the original budget. These adjustments only require the approval of the City Manager.

**Capital Asset** — asset purchased for use over a long period of time and not for resale. Included are land, buildings, plants and equipment, etc.

**Capital Expenditure** — the spending of funds for capital items such as machinery and equipment, furniture, land, buildings, improvements other than buildings, infrastructure, and all construction, reconstruction, or improvements to real property. Capital items with a life expectancy over 1 year and a cost of \$5,000 or more are capitalized as capital assets.

**Capital Fund** — a fund that accounts for financial resources to be used for the acquisition or construction of capital assets.

**Debt Service** — expenses for debt principal payments, periodic interest payments, or related service charges for benefits received.

**Debt Service Fund** — fund used to account for the accumulation of resources for, and the payment of, general long-term debt principal, judgments, and interest.

**Department** — operating unit of the City. Departments are organized within funds. Some departments can be further broken down into divisions.

**Designated Funds** — assets set aside by the governing body (City Council or Trustees) for specific purposes. Upon action by the governing body, the assets may be used for other purposes. Examples include funds designated for the operation, maintenance and upgrade of the water and wastewater systems, funds appropriated for capital expenditure, and funds designated for special events.

**Emergency Reserve** — amount that is set aside for use in only the most extreme of emergencies.

**Encumbrance** — represents an unfilled obligation on contracts or purchase orders. The purpose of an encumbrance is to prevent multiple commitments from being made on the same budgeted resources. An encumbrance must be entered into the system to reserve a portion of the budgeted resources prior to committing to a contract or ordering the goods or services.

**Ending Fund Balance** — amount of money remaining after expenses have been extracted from the fund, which is available for appropriation in the following fiscal year.

**Enterprise Fund** — fund that provides services to the community for a fee. These funds follow accounting principles similar to a business-type entity.

**Expenditure** — payment of cash or property, or the issuance of a liability to obtain an asset or service.

**Fiscal Year** — consecutive twelve month period used by an entity to account for and report its business transactions. The City and most municipalities in the State of Oklahoma use June 30 as the last day of their fiscal year.

**Fund** — fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources together with associated liabilities and residual equities. Funds are segregated for the purpose of conducting specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

**Fund Balance** — represents the difference between assets and liabilities in governmental funds. (Formula is: “assets - liabilities = fund balance”)

**General Fund** — fund used to account for all assets and liabilities of a government entity except those particularly assigned for other purposes in a more specialized fund. It is the primary operating fund of the government. Much of the usual activities of a government are supported by the general fund.

**Governmental Fund** — describes all funds of the government except enterprise funds, internal service funds and fiduciary funds. Examples of governmental funds include the general fund, special revenue funds, debt service fund, and capital projects funds.

**Indirect Costs** — costs not directly tied to a specific City activity/department, but incurred for the joint benefit of multiple City activities/departments. Indirect costs are charged to the benefiting activities/departments through an allocation process and include the costs of the City Manager, Finance, Legal, Human Resources, and Information Technology departments.

**Internal Service Fund** — fund used to account for goods or services given from one department to another on a cost reimbursement basis.

**Materials and Supplies** — expenses for articles and commodities which are consumed or materially altered when used, such as office supplies, operating supplies, and repair and maintenance supplies.

**Ordinance** — a formal legislative enactment by the legislative body which, if not in conflict with any higher form of law, has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Revenue raising measures, such as the imposition of taxes, special assessments, and service charges, universally require ordinances.

**Other Services and Fees** — expenses for professional services, contractual services, and other services or fees such as communications, transportation, advertising, insurance, public utility services, and rentals.

**Personal Services** — expenses for salaries, wages or other compensation, fees, allowances, and related employee benefits paid to any officer or employee for services rendered or for employment. Employee benefits include employer contribution to retirement and pension plan, employee insurance, Social Security/Medicare, or similar benefits.

**Proprietary Fund** — type of fund that focuses on profit and loss similar to a business. The two types of proprietary funds are Enterprise Funds and Internal Service Funds.

**Resolution** — a written motion adopted by a deliberative body. The substance of the resolution can be anything that can normally be proposed as a motion. Resolutions do not carry the weight of law.

**Restricted Funds** — amounts that can be spent only for the specific purposes stipulated by external groups such as creditors, grantors, contributors, or laws or regulations of other governments, or stipulated by law through ordinance or other enabling legislation.

**Revenue** — income from tax and non-tax sources.

**SEDA** — Stillwater Economic Development Authority

**Special Revenue Fund** — fund used to account for the proceeds of specific revenue sources (other than expendable trust or major capital projects) that are legally restricted to expenditure for specified purposes.

**SPWA** — Stillwater Public Works Authority

**SUA** — Stillwater Utilities Authority

**Transfer** — permanent transfers of resources from one fund to another.