

# 2025 City of Stillwater, Oklahoma Historical Financial Data Analysis

## Briefing Document

4 July 2025

### Stillwater FY25 Budget Briefing: Key Themes and Initiatives

This briefing summarizes the key financial themes and major projects outlined in the Stillwater Fiscal Year 2025 Adopted Budget and its amendments. The documents highlight the city's financial health, strategic priorities, and ongoing efforts in infrastructure development, public safety, and community services, supported by various revenue streams including sales tax, grants, and utility charges.

### I. Overall Financial Position and Strategic Priorities

The City of Stillwater's FY25 proposed budget reflects a focus on maintaining "effective services and accountable government" while also investing in "connected spaces" and a "unique culture." The budget incorporates significant revenue increases and strategic allocations to address various city needs.

- **General Fund Revenue Growth:** The proposed revenue budget for the General Fund is \$39,231,000, representing a 6.2% increase from the FY24 adopted budget of \$36,931,610. This increase is primarily attributed to a general rise in sales tax, use tax, and a new computer fleet. (2025-Adopted-Budget-Stillwater-FY25.pdf, p. 6)
- **Sales Tax as a Primary Revenue Source:** Sales tax remains the "largest funding source for the General Fund and Other Governmental Funds." Projections indicate an increase in sales tax revenue for FY25 from \$37,500,000 in FY24 to \$40,000,000. (2025-Adopted-Budget-Stillwater-FY25.pdf, p. 6-7)
- **Budget Balancing Policy:** The city's policy is to appropriate "no more than the current year estimated revenues," including beginning unreserved fund balance and interfund transfers. (2025-Adopted-Budget-Stillwater-FY25.pdf, p. 15)
- **Budget Priority:** The budget prioritizes "essential services and those mandated by state or local legislation," with efforts to identify and reduce low-priority services. (2025-Adopted-Budget-Stillwater-FY25.pdf, p. 15)

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### **II. Major Infrastructure and Development Projects**

Significant capital improvements and infrastructure projects are a prominent theme, particularly in Airport, Water Resources, and Transportation departments.

- **Airport Development:** The Stillwater Regional Airport is undergoing substantial development, funded by various grants and internal transfers.
- **Terminal Construction:** Multiple budget amendments detail funds for terminal construction, including \$7,521,709 from AIP/Discretionary grants, \$4,500,000 from ATP grants, and \$1,300,538 from AIG grants. (2025-Adopted-Budget-Stillwater-FY25 A2.pdf, p. 19-22)
- **FAA ATP Grant Match:** Funds from Airport Operating Fund and City Capital Fund are appropriated to provide matching funds for FAA ATP grant applications, totaling \$175,000 and \$125,000 respectively. (2025-Adopted-Budget-Stillwater-FY25-A1.pdf, p. 1-2, 4) However, an amendment later shows a decrease of \$125,000 for the ATP Grant Project and \$175,000 from Airport Operating Fund transfers as the city "did not receive award of the grant." (2025-Adopted-Budget-Stillwater-FY25-A5.pdf, p. 2, 4)
- **Beacon Relocation:** \$64,038 has been allocated for the construction of a replacement beacon at the Airport, eligible for future FAA grant reimbursement/match. (2025-Adopted-Budget-Stillwater-FY25-A10.pdf, p. 5)
- **Traffic Pattern Indicator:** \$90,685 is allocated to construct a traffic pattern indicator at the Airport, to be reimbursed by OSU. (2025-Adopted-Budget-Stillwater-FY25-A13.pdf, p. 3-4)
- **Phase 2 Utility Relocation:** \$660,445 is allocated for utility relocation in connection with the Stillwater Regional Airport Terminal Building and Improvements project, funded by transfers from the Water Capital and Wastewater Funds. (2025-Adopted-Budget-Stillwater-FY25-A6.pdf, p. 1-4)
  - Water and Wastewater System Improvements:Raw Water Delivery System: \$657,192 is appropriated for contract amendment #5 with Carollo Engineers for the Raw Water Delivery System Improvement project. (2025-Adopted-Budget-Stillwater-FY25 A2.pdf, p. 4)
- **SCADA Master Plan:** \$694,300 (Water: \$464,000, Wastewater: \$230,300) is allocated for the SCADA Master Plan project, funded from Water and Wastewater Funds. (2025-Adopted-Budget-Stillwater-FY25 A2.pdf, p. 16)

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- **WTP Lagoon Dredging:** \$1,332,138 is allocated for the WTP lagoon dredging project, funded by American Rescue Plan Act (ARPA) grant funds. (2025-Adopted-Budget-Stillwater-FY25-A1.pdf, p. 7)
- **HUB Sewer Project:** \$6,612,422 is appropriated for The HUB sewer project. (2025-Adopted-Budget-Stillwater-FY25-A1.pdf, p. 5)
- **Water Main Replacements:** \$26,800 is appropriated for an agreement with Stillwater Public Schools to replace a waterline. (2025-Adopted-Budget-Stillwater-FY25-A12.pdf, p. 3)
- **Lake McMurtry Raw Water Storage:** \$350,000 is appropriated to secure easements for the Lake McMurtry Raw Water Storage project. (2025-Adopted-Budget-Stillwater-FY25-A12.pdf, p. 1)
- **WTP Chemical Project:** Revenue projections increased by \$5,000,000 for a grant to fund the WTP Chemical Project from EPA. (2025-Adopted-Budget-Stillwater-FY25-A6.pdf, p. 5)
- **West College Sewer Project:** \$933,900 is allocated for the West College Sewer project, including construction and land acquisition. (2025-Adopted-Budget-Stillwater-FY25-A10.pdf, p. 15)
- **Water/Wastewater Service/Rate Design Study:** Revenue projections increased by \$50,000 for reimbursement of a water/wastewater cost of service/rate design study for new industrial user customer class, provided per agreement with Kipper, LLC. (2025-Adopted-Budget-Stillwater-FY25-A8.pdf, p. 12)
- **Transportation Improvements:** Road Access for Fire Station #2: \$150,000 in contribution from OSU towards an access road at the new Fire Station #2 site. (2025-Adopted-Budget-Stillwater-FY25 A2.pdf, p. 1)
- **Trails to Trails Phase I:** \$1,200,000 in Federal Grant Revenue is included for Project 23TR08215, "Trails to Trails Phase I." (2025-Adopted-Budget-Stillwater-FY25 A2.pdf, p. 14)
- **Airport/Perkins TIA:** \$29,000 is appropriated for a traffic impact analysis for the Airport/Perkins intersection. (2025-Adopted-Budget-Stillwater-FY25-A1.pdf, p. 8)
- **Roadway Improvements (McElroy, Manning, Hall of Fame Ave):** An increase of \$65,000 is budgeted for construction administration services for these roadway improvements. (2025-Adopted-Budget-Stillwater-FY25-A10.pdf, p. 10) A later amendment shows an increase of \$1,255,189 for these improvements. (2025-Adopted-Budget-Stillwater-FY25-A7.pdf, p. 9)
- **Windsor Drive Crosswalk Improvements:** \$58,270 is allocated for crosswalk improvements. (2025-Adopted-Budget-Stillwater-FY25-A12.pdf, p. 2)

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- **Joint and Crack Sealing Project:** \$300,000 increase in appropriations for the 25TR07 Joint and Crack Sealing project. (2025-Adopted-Budget-Stillwater-FY25-A7.pdf, p. 8)
- **Electric Utility Upgrades:** LED Street Light Project Phase Two: \$894,242 is allocated for this project. (2025-Adopted-Budget-Stillwater-FY25-A1.pdf, p. 13)
- **LED High Mast Lights 51/135 Replacement:** \$85,000 is appropriated for this project. (2025-Adopted-Budget-Stillwater-FY25-A1.pdf, p. 14)
- **Stillwater Energy Center Engine/Generator Parts:** \$300,000 is allocated for the purchase of parts and services for Wartsila engines/generators. (2025-Adopted-Budget-Stillwater-FY25-A1.pdf, p. 15). An additional \$250,000 increases this to \$550,000. (2025-Adopted-Budget-Stillwater-FY25-A8.pdf, p. 1)
- **Stillwater Energy Center Overhaul:** \$302,000 for overtime related to the engine overhaul project, funded by Electric Rate Stabilization Fund. (2025-Adopted-Budget-Stillwater-FY25-A10.pdf, p. 17-19)
- **Kipper Electric Service Relocation:** Revenue projected to increase by \$738,830 for this project. (2025-Adopted-Budget-Stillwater-FY25-A3.pdf, p. 8) A further increase of \$56,600 is shown in a later amendment. (2025-Adopted-Budget-Stillwater-FY25-A7.pdf, p. 4)
- **69kV Structures Replacement:** \$290,000 for replacing two 69kV laminated self-supporting structures. (2025-Adopted-Budget-Stillwater-FY25-A3.pdf, p. 7)
- **New Equipment:** \$489,997 is allocated for the purchase of a mini digger derrick and a small bucket truck for electric distribution. (2025-Adopted-Budget-Stillwater-FY25-A6.pdf, p. 18)

### III. Public Safety and Emergency Services

Investments in Fire Department and Police Department infrastructure and resources are noted.

- **Fire Station #2 Construction:** A total increase of \$6,632,769 is allocated for the Fire Station #2 construction project. This includes a \$200,468 increase to the existing budget and \$150,000 from OSU for an access road. (2025-Adopted-Budget-Stillwater-FY25 A2.pdf, p. 2) An additional \$225,000 is appropriated for furniture, fixtures, equipment, and IT components for Fire Station #2. (2025-Adopted-Budget-Stillwater-FY25-A7.pdf, p. 3, 13)
- **Hazard Mitigation Plan:** \$145,877 increase in federal grant projections for the completion of a Hazard Mitigation Plan. (2025-Adopted-Budget-Stillwater-FY25-A10.pdf, p. 8) An additional

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\$182,346 is allocated for a hazard mitigation plan update.

(2025-Adopted-Budget-Stillwater-FY25-A3.pdf, p. 3)

- **Police Department Equipment and Training:** ICAC Grant: \$7,707 increase in revenue and expenditure for an Internet Crimes Against Children (ICAC) grant for travel and training for three detectives. (2025-Adopted-Budget-Stillwater-FY25-A10.pdf, p. 20-21)
- **OHSO Traffic Grant:** \$21,500 increase for a State and Community Highway Safety grant for overtime pay for high-visibility enforcement and travel to conferences. (2025-Adopted-Budget-Stillwater-FY25-A10.pdf, p. 22-23)
- **Gym Equipment Maintenance:** \$5,000 for Police Department gym equipment maintenance, funded by the Galie May Koch Donation Fund. (2025-Adopted-Budget-Stillwater-FY25-A3.pdf, p. 8)
- **Vehicle Upfitting:** The City Manager's Office has agreements with Enterprise Fleet Management, Inc. to purchase vehicles and related upfitting for Police and Public Works departments, funded from the City Capital Fund. (2025-Adopted-Budget-Stillwater-FY25-A6.pdf, p. 19-22)
- **Vehicle Repair:** \$13,118 in insurance proceeds and expenditures for damage repair to a vehicle as a result of a traffic accident in Waste Management. (2025-Adopted-Budget-Stillwater-FY25-A5.pdf, p. 12-13) Total of \$10,126 for repair of damage to Police and Public Works vehicles. (2025-Adopted-Budget-Stillwater-FY25-A7.pdf, p. 6-7)

### IV. Library and Community Services

The library continues to receive various grants and donations to support its programs and resources.

- **Library Grants and Donations:****eRate Grant:** \$824.68 eRate grant from Oklahoma Department of Libraries for networking equipment. (2025-Adopted-Budget-Stillwater-FY25 A2.pdf, p. 12-13)
- **Mabel M. King Endowment Fund:** \$5,880 appropriated to purchase books. (2025-Adopted-Budget-Stillwater-FY25 A2.pdf, p. 18)
- **Stillwater Reads Community Series:** \$10,000 received in donations from Friends of the Library. (2025-Adopted-Budget-Stillwater-FY25-A10.pdf, p. 16-17)
- **Oklahoma Department of Libraries for Virtual Library:** \$100,000 offered for the purchase of downloadable material for the Oklahoma Library Virtual Library. (2025-Adopted-Budget-Stillwater-FY25-A5.pdf, p. 16-17)

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- **Various Donations (FY25-A13.pdf, p. 7-8):** \$3,409.77 in donations, including \$202.11 from Stillwater Frontier Rotary Club for honor books, \$248.94 for memorial books, and \$2,000 from Friends of the Library for lendable hotspots.
  - \$958.72 for donations received during the annual shred event.
  - Various Donations (FY25-A3.pdf, p. 1-2): \$23,100 from Friends of the Library for children's, teen, adult, and LexiCon programming, and \$262.78 from Stillwater Frontier Rotary Club for children's books.
  - Various Grants (FY25-A8.pdf, p. 14-19): \$18,517 in state funds for Oklahoma Department of Libraries State Aid grant.
  - \$1,500 in general grant funds from Oklahoma Humanities.
  - \$13,733.09 in state grant funds from Oklahoma Historical Society.
  - \$1,784 from OLA Conference grants (Oklahoma Department of Libraries).
- **Library Legal Services:** The Stillwater Public Library Trust Board approved spending \$10,000 for legal services on March 10, 2025, to obtain independent legal advice regarding the Trust Agreement and legal compliance of Trust investments.  
(2025-Adopted-Budget-Stillwater-FY25-A10.pdf, p. 1-3)
- **Library Sprinkler System:** \$222,500 CDBG SC 2023 ODOC grant award accepted for the library sprinkler system. (2025-Adopted-Budget-Stillwater-FY25-A1.pdf, p. 9-10)
- **Summer Reading Program:** The program will not take place at the library in 2025, with plans for events in other nearby locations. (2025-Adopted-Budget-Stillwater-FY25-A10.pdf, p. 3)
- **Holiday Season Carriage Rides and Santa:** \$6,398 allocated for these events, funded by the Merry Main Street Fund. (2025-Adopted-Budget-Stillwater-FY25 A2.pdf, p. 3)
- **Myers Park Playground Equipment:** \$17,500 revenue projection for sponsorship from Grand River Dam Authority (GRDA) for Myers Park Playground Equipment.  
(2025-Adopted-Budget-Stillwater-FY25-A7.pdf, p. 10-11)
- **New Animal Welfare Facility:** \$567,317 is transferred from the General Fund Reserve Fund to City Capital Fund for Phase II design, with reimbursement from GO Bond proceeds.  
(2025-Adopted-Budget-Stillwater-FY25-A13.pdf, p. 9-11)

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### **V. Financial Management and Transparency**

The city emphasizes fiscal responsibility, transparency, and adherence to budgeting principles.

- **Financial Policies:** The city maintains financial policies to "provide a fiscally responsible manner to ensure that it is able to pay its bills, balance its budget, accumulate funds to meet future anticipated needs, and continue to provide the traditional basic levels of service at the highest standards possible." (2025-Adopted-Budget-Stillwater-FY25.pdf, p. 11)
- **Budget Amendment Process:** "Budget amendments are supplemental appropriations and fund decreases in appropriations. Budget amendments require approval of both the City Manager and City Council, and must be filed with the State Auditor and Inspector." (2025-Adopted-Budget-Stillwater-FY25.pdf, p. 15)
- **Health Insurance Expenditures:** Significant transfers between funds are detailed to cover increases in health insurance claims, indicating a responsive approach to employee benefits. The Self-Insurance Fund shows a proposed budget of \$12,537,000 for FY25. (2025-Adopted-Budget-Stillwater-FY25-A10.pdf, p. 25-32, 2025-Adopted-Budget-Stillwater-FY25.pdf, p. 90-91)
- **Enterprise Fleet Management Agreement:** Funding for purchasing and upfitting vehicles for Police, Public Works, Water, Wastewater, and Electric departments are covered by agreements with Enterprise Fleet Management. (2025-Adopted-Budget-Stillwater-FY25-A6.pdf, p. 19-22)
- **Visitor Tax Revenue:** An increase of \$700,000 in Visitor Tax revenue is projected, with 70% transferred to the Destination Marketing Fund and 30% to the Visitor Amenities Fund. (2025-Adopted-Budget-Stillwater-FY25-A8.pdf, p. 2-4)

### **VI. Other Notable Budget Amendments**

- **Waste Management Study:** \$176,380 appropriated for the Solid Waste Study, funded by the Waste Management Fund. (2025-Adopted-Budget-Stillwater-FY25 A2.pdf, p. 5)
- **Boomer Lake Sundeck Demolition:** \$228,735 allocated for demolition of the Boomer Lake Sundeck. (2025-Adopted-Budget-Stillwater-FY25-A1.pdf, p. 11, 16)
- **Stillwater Utilities Authority (SUA):** The SUA's proposed expenditure budget for FY25 is \$76,637,131, a decrease of \$4,652,056 from the FY24 adopted budget. The revenue is projected to increase by \$1,767,662. (2025-Adopted-Budget-Stillwater-FY25.pdf, p. 8)

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- **ERP Consulting Services:** \$260,000 is appropriated for professional services for an ERP Consulting Services contract, funded by the City Capital Fund.  
(2025-Adopted-Budget-Stillwater-FY25-A7.pdf, p. 1)
- **Stormwater Master Plan:** \$56,435 for professional services for the CIP phase of the stormwater master plan. (2025-Adopted-Budget-Stillwater-FY25-A3.pdf, p. 4)
- **Federal Advocacy Services:** \$79,200 increase for contract extension with MMO Partners for federal advocacy services, funded from the Water Fund.  
(2025-Adopted-Budget-Stillwater-FY25-A5.pdf, p. 14)

### **VII. Sinking Fund and Debt**

The Sinking Fund Schedules provide details on the city's bond obligations and projected needs for debt service.

- **Fire Station #2 Bond:** A \$9,000,000 bond was issued on June 1, 2022, for the "Construct, Furnish and Equip Fire Station #2." The amount outstanding at June 30, 2023, was \$9,000,000, with a maturity date of June 1, 2042. Interest is 5.0000%. (2025-Sinking-Fund-Estimate-Needs-Stillwater.pdf, p. 7-9)
- **Unexpended Bond Proceeds:** As of June 30, 2024, there are \$1,708,507 in unexpended bond proceeds for the construction of Fire Station #2. (2025-Sinking-Fund-Estimate-Needs-Stillwater.pdf, p. 15)
- **Sinking Fund Needs:** The total Sinking Fund Provision for FY25 is \$1,012,657.  
(2025-Sinking-Fund-Estimate-Needs-Stillwater.pdf, p. 16)
- **Ad Valorem Tax for Sinking Fund:** Real property, personal property, and public service property valuations totaled \$452,843,944, which will be used to raise the aggregate amount of tax levy.  
(2025-Sinking-Fund-Estimate-Needs-Stillwater.pdf, p. 17)

This briefing provides a high-level overview of the Stillwater FY25 Adopted Budget and its amendments, highlighting key financial adjustments, ongoing projects, and strategic financial management.

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