

CLEVELAND COUNTY BUDGET BOARD

SPECIAL MEETING

MINUTES

MONDAY, APRIL 24, 2017

The special meeting of the Cleveland County Budget Board was called to order at 10:00 a.m. this 24th day of April 2017 in Conference Room 200, County Office Building, 201 South Jones, Norman, OK, by Chairman Harold Haralson. Tammy Belinson, County Clerk/Secretary, called roll and those present were:

Harold Haralson, Chairman
Jim Reynolds, Vice-Chairman
Tammy Belinson, Secretary
Rod Cleveland, Member
Sheriff Joseph Lester, Member
Darry Stacy, Member
David Tinsley, Member

Marilyn Williams, Member, was absent.

Others present were: Assistant District Attorney Jim Robertson, Assistant District Attorney Heather Darby, Linda Atkins, Melinda Duke, Doug Warr, John Roberts, Alison Vinson, Sarita Scott, Christi Morren and Joy Hampton.

A. Items of Business:

1. Chairman Haralson called for discussion, consideration and/or Action on financial documents from the Sheriff's Department. He referred to his handout on §19-1411 which he highlighted that a County Budget Board may require such additional statistics or financial statements from County Officers or others to enable it to ascertain fiscal conditions and needs. (A copy of the handout is attached hereto and made part of the minutes.)

Chairman Haralson moved, seconded by Jim Reynolds, according to §19-1411 the Budget Board require from the Sheriff financial documents as outlined in the handout he provided by one week from today, consisting of the following: Income Statements, Balance Sheets, Cash Flow Statements according to the GASB standards for each one of his operations.

Sheriff Lester said that it may take longer than a week to provide the information in that format and said he is busy working on next year's budget.

Chairman Haralson said the Board asked for similar information some time ago and has not been one to provide it.

Sheriff Lester said if this is what the Budget Board he will proceed.

The vote was: Harold Haralson, yes; Jim Reynolds, yes; Tammy Belinson, yes; Rod Cleveland, yes; Sheriff Lester, no; Darry Stacy, yes; David Tinsley, yes.
Motion carried.

2. Tammy Belinson updated on the progress of speeding up the process of the monthly appropriations cash flow for the Sheriff's Department. Her plan includes meeting with the Excise Board today to approve the Sheriff's appropriations for the month of April and it is on the Agenda for the Board of County Commissioners' Meeting today at 1:00 p.m. She will try to do the same for the months of May and June if that is agreeable with the Excise Board members to come in twice a month. She will ask the Excise Board come in on May 17, 2017 and on June 19, 2017 and the regular meeting is scheduled for June 29, 2017. She said this is to speed up the Sheriff's appropriations not the other departments.

3. Chairman Haralson called for approval of the requested **Transfer of Appropriations:**

Joseph Lester moved, seconded by Darry Stacy, to **approve** the following:

- a. From **Sheriff**, B1C, Travel, \$5,192.00 and B3, Capital Outlay, \$4,756.06, to **Sheriff**, B2A, Materials & Operations, \$9,948.06.

The vote was: Harold Haralson, yes; Jim Reynolds, yes; Tammy Belinson, yes; Rod Cleveland, yes; Joseph Lester, yes; Darry Stacy, yes; David Tinsley, yes.
Motion carried.

Joseph Lester moved, seconded by Rod Cleveland, to **approve** the following:

- b. From **Sheriff**, CFBRE3, Revolving Capital Outlay, \$3,889.65 to **Sheriff**, CFBRE2-300, Revolving M & O Detention, \$3,889.65.

The vote was: Harold Haralson, yes; Jim Reynolds, yes; Tammy Belinson, yes; Rod Cleveland, yes; Joseph Lester, yes; Darry Stacy, yes; David Tinsley, yes.
Motion carried.

- B. During **Budget Board Members discussions regarding County Business**, Tammy Belinson updated on the new forms put out by the State Auditors' Officers.
- C. There were no **public comments** at this time.
- D. At approximately 10:13 a.m. and there being no further business to come before the Board, Jim Reynolds moved, seconded by Rod Cleveland, to **adjourn** the meeting. The vote was: Harold Haralson, yes; Jim Reynolds, yes; Tammy Belinson, yes; Rod Cleveland, yes; Sheriff Joseph Lester, yes; Darry Stacy, yes; David Tinsley, yes.
Motion carried.

exceed the estimated amount of tax which is available for appropriation, as provided by the county excise board, or which can or must be raised as required by law. The budget of expenditures for each fund shall not exceed the estimated revenues for each fund. No more than ten percent (10%) of the total budget for any fund may be budgeted for miscellaneous purposes. Included in the budget of revenues or expenditures for any fund may be amounts transferred from or to another fund. Any such interfund transfer shall be shown as a transfer from the one fund and as a transfer to the other fund.

D. The county budget board shall determine the needs of the county for sinking fund purposes, pursuant to Section 431 of Title 62 and Section 28 of Article X of the Oklahoma Constitution, and include these requirements in the debt service fund budget for the budget year.

Added by Laws 1981, c. 166, § 10, emerg. eff. May 13, 1981.

§19-1411. Estimate of revenues and expenditures.

A. On or before a date set by the county budget board, the county excise board shall provide a tentative estimate of anticipated revenues from all sources, classified by funds, for the succeeding fiscal year.

B. On or before a date set by the county budget board, each officer, board or commission and all employees charged with the management or control of any department or office, as determined by the county budget board, shall prepare for the succeeding fiscal year, on forms provided by the budget board, estimated revenues and expenditures of the department or office. The county budget board may require such additional statistics or financial statements from county officers or others to enable it to ascertain fiscal conditions and needs. The information as to estimated revenues is supplementary and is not intended to equal estimated expenditures. The information required from each department, office, board or commission shall be set forth in tabular form, as follows:

1. Actual revenues and expenditures in the immediate prior fiscal year;
2. Budget estimates for the current fiscal year;
3. Actual revenues and expenditures for a period of six (6) to (9) nine months, as appropriate, of the current fiscal year;
4. Estimated actual revenues and expenditures for the current fiscal year; and
5. Estimated revenues and proposed expenditures for the budget year.

~~C. The budget board shall estimate, on the basis of demonstrated need, the expenditures for the budget year after a review of the budget requests and estimates of the department heads, officers, boards or commissions. Each such official shall be heard by the budget board prior to making of its final estimates, but~~


BUDGET BOARD
CLEVELAND COUNTY, OKLAHOMA



Harold Haralson, Chairman



ATTEST:



Tammy Belinson, County Clerk and Secretary to the Board

Minutes Prepared by: 

Deputy County Clerk