



RESOLUTION

TO ALLOCATE EXCESS SURPLUS FUNDS OVER AND ABOVE THE ITEMIZED ESTIMATE OF NEEDS FOR THE GENERAL FUND TO THE CAPITAL RESERVE FUND 200200, USING STATE AUDITOR & INSPECTOR FORM 240, PER 68 O.S. § 3034

WHEREAS, the Cleveland County Budget Board recognizes the importance of maintaining a reserve fund for Capital needs of Cleveland County, as authorized by Oklahoma 68 O.S. § 3034; and

WHEREAS, the Cleveland County Budget Board may identify an excess surplus in the General Fund that exceeds the itemized estimate of needs for the fiscal year 2026-2027; and

WHEREAS, the Capital Reserve Fund 200200 serves as a special fund to manage these surplus revenues for future long-term capital improvement or building needs, and it is distinct from the general budget within the estimate of needs; and

WHEREAS, the balance of the capital reserve fund shall not be part of the general budget within the estimate of needs but shall be recorded on the estimate of needs as a special fund. When the county has excess funds, the county may by resolution deposit the funds in the capital reserve fund. However, after the funds are so transferred, they are not transferable back to the original source; and

NOW, THEREFORE, BE IT RESOLVED BY THE CLEVELAND COUNTY BUDGET BOARD THAT:

1. **Declaration of Revenue Surplus:** The Cleveland County Budget Board may declare a revenue surplus within the General Fund for the fiscal year 2026-2027, which is in excess of the itemized estimate of needs, once the final approved County Assessed Valuation has been certified by the Cleveland County Excise Board, and all lapses and carry forward encumbrances have been reconciled.

2. **Allocation to Capital Reserve Fund:** The Cleveland County Budget Board hereby allocates any excess surplus to the Capital Reserve Fund 200200, in accordance with 68 O.S. § 3034. The transfer is to be made using State Auditor & Inspector Form 240.

3. **Conditions and Restrictions:** The Capital Reserve Fund is intended to be used solely for unforeseen future emergencies or revenue losses in the county budget. Once funds are transferred to the Capital Reserve Fund, they are not transferable back to the original source. The balance of the Capital Reserve Fund shall not be part of the general budget within the estimate of needs but shall be recorded as a special fund.

4. **Authorization for Transfer:** The County Clerk is authorized to execute the necessary documents, including State Auditor & Inspector Form 240, to facilitate the transfer from the General Fund to Capital Reserve Fund 200200.

5. **Effective Date:** This Resolution shall take effect immediately upon adoption.



APPROVED by the Cleveland County Budget Board this _____ date of _____, 2026.

Chairman Jacob McHughes
BOCC District 2 Commissioner

Vice Chairman Doug Warr
Assessor

Rod Cleveland
BOCC District 1 Commissioner

ATTEST:

Rusty Grissom
BOCC District 3 Commissioner

Pam Howlett
County Clerk

Tammy Richards
Assessor

Marilyn Williams
Court Clerk

Pam Howlett
County Clerk

vacant
Sheriff