OSAI Form # 240 (2020)

Transfer of Funds

Muskogee County, Oklahoma

- [ ] **Error Correction**
  - [ ] **Adjustment to Disbursements**
  - [ ] **Adjustment to Revenue**
- [ ] **Temporary Transfer** (68 O.S. § 3021)
- [ ] **Emergency Transportation Revolving Fund Loan** (69 O.S. § 687.3)
- [x] **Residual Balance Transfer**

Error Correction

Date Error Occurred (if applicable):	
Warrant number (if applicable):	
Miscellaneous Receipt Number (if applicable):	

Description of error or transfer:

Per auditor funds are to be moved from 1502 to 1235 to comply with COA. Funds received from Oklahoma Bar Association are private funds and are therefore considered a donation.

	Amount
Transfer of funds from:	
1502-1400-2005	26,224.48
Total Transfers Out:	**26,224.48**
Transfer of funds to:	
1235-1400-4110	
	26,224.48
Total Transfers In:	**26,224.48**

Transfer Initiated by: Sarah [signature]

Approved by: Shelly Sumpter

Date: 10/15/2026

Corrected on Appropriation Ledger by (if applicable): _____

Date: _____

Notification of error correction to the affected departments: _____
Signature of Department Head

Board of County Commissioner Approval (if applicable):

Keith [signature]

[signature]

Kenny [signature]

COUNTY OF MUSKOGEE ★ STATE OF OKLAHOMA

Excise Board or Budget Board (if applicable):

OSAI Form #355 (2016)

STATE OF OKLAHOMA
MUSKOGEE COUNTY
FILED OR RECORDED

County Treasurer's Memorandum of Credit

2026 OCT 15 PM 2:24

To the Office of: Polly Irving, County Clerk

Muskogee County, Oklahoma Date: 10/15/2026

POLLY IRVING
COUNTY CLERK

This memorandum is to advise you of credit in the amounts and funds as listed below.

This credit is created by operation of law as prescribed in 62 O.S. §§ 482 & 488.

Enumerated below is the detailed list of vouchers/checks/warrants so discredited by the running of time, by the cancellation of the registration of which this memorandum of credit is issued.

Date of Registration	Warrant or Check Number	Voucher Number	Treasurer's Register Number	Fund/Account	Amount
12/08/2025	1010			1210/3400/1110	8,908.63
01/27/2025	322			1321/8218/2005	149.17
07/22/2024	1			7408/0600/2005	61.00
08/12/2024	4			7408/0600/2005	11.61
11/25/2024	14			7408/0600/2005	1.00
11/25/2024	15			7408/0600/2005	92.00
12/23/2024	28			7408/0600/2005	1,526.00
02/18/2025	49			7408/0600/2005	6.00
02/18/2025	50			7408/0600/2005	6.00
02/18/2025	56			7408/0600/2005	7.00
02/18/2025	58			7408/0600/2005	10.00
02/18/2025	59			7408/0600/2005	13.00
02/18/2025	69			7408/0600/2005	15.00
02/18/2025	72			7408/0600/2005	7.00
06/23/2025	106			7408/0600/2005	169.00
				Total:	10,982.41

I hereby acknowledge that the County Treasurer has given notice of cancellation of the above listed warrants, vouchers and/or checks and I will make the proper entries upon my records.

Date: 10/15/26

Officer or Deputy: _____

Notified by: Sarah Hennessy 19th day of Oct 2026

(Treasurer or Deputy)

COUNTY OF MUSKOGEE STATE OF OKLAHOMA

Chairman Keith Hyde

Member _____

Member Kenny W. Parr

Attest Polly Irving

County Clerk

Purpose: Notification of vouchers and/or warrants cancelled by operation of law

Reference: 62 O.S. §§ 482 & 488

E-MAILED
10/19 11:00

Muskogee County Treasurer

Fiscal Yr: 2024-2025

Outstanding Warrant Register

Register Date:	Fund/Dept/Account		Issue Date:	Warrant Number	To Whom	Amount	*	Paid/Cancel Date	Payment Number
12/08/25	1210 3400 1110	Jail (MCCD)/COUNTY JAIL	12/08/25	1010	THOMAS, WANDA L.	8,908.63			
	Fund Total for 1210 Jail (MCCD)					**8,908.63**			
01/27/25	1321 8218 2005	Rural Fire Sales Tax/WAINWRIGHT FI	01/27/25	322	ANDYS CONV STORE	149.17			
	Fund Total for 1321 Rural Fire Sales Tax					**149.17**			
07/22/24	7408 0600 2005	Tax Refunds/TREASURER	07/22/24	1	ALLEN, TONY	61.00			
08/12/24	7408 0600 2005	Tax Refunds/TREASURER	08/12/24	4	MANN, AIMIE	11.61			
11/25/24	7408 0600 2005	Tax Refunds/TREASURER	11/25/24	14	O'NEAL, JAMES SR & PATRICIA	1.00			
11/25/24	7408 0600 2005	Tax Refunds/TREASURER	11/25/24	15	RUBEN VALDEZ	92.00			
12/23/24	7408 0600 2005	Tax Refunds/TREASURER	12/23/24	28	ACRISURE NATIONAL LENDER S	1,526.00			
02/18/25	7408 0600 2005	Tax Refunds/TREASURER	02/18/25	49	CLEAR TITLE AND CLOSING	6.00			
02/18/25	7408 0600 2005	Tax Refunds/TREASURER	02/18/25	50	CARPENTER, LEANN	6.00			
02/18/25	7408 0600 2005	Tax Refunds/TREASURER	02/18/25	56	KELLEY, KINSEY	7.00			
02/18/25	7408 0600 2005	Tax Refunds/TREASURER	02/18/25	58	WILKINSON, JEREMY	10.00			
02/18/25	7408 0600 2005	Tax Refunds/TREASURER	02/18/25	59	KEMP, STEPHANIE	13.00			
02/18/25	7408 0600 2005	Tax Refunds/TREASURER	02/18/25	69	CROWNOVER, BRANDY	15.00			
02/18/25	7408 0600 2005	Tax Refunds/TREASURER	02/18/25	72	CHOAT, LINDA	7.00			
06/23/25	7408 0600 2005	Tax Refunds/TREASURER	06/23/25	106	VANDERBILT MORTGAGE AND FI	169.00			
	Fund Total for 7408 Tax Refunds					**1,924.61**			
	FY 2025 Total Warrants Outstanding					**10,982.41**			

OSAI Form #237 (2017)

TRANSFER OF APPROPRIATIONS

Muskogee County, Oklahoma Fiscal Year Ending July 31, 2027

To the Honorable Governing Board:
Due to a need which has arisen in my office or department, and under the authority of 68 O.S. § 3021 and 62 O.S. § 461, I hereby request additional appropriations for current expense in the Salaries fund as shown in exhibit B. I further state that I have obtained written consent to the cancellation of appropriations balances detailed in Exhibit A as evidenced by the signature of the department heads in schedule 2. The reason for this requested transfer is as follows:
To pay out vacation for Josh Rooks

Respectfully submitted this day of
Signature and Title of Officer(s)/Department Head(s):

_____
_____
_____
_____
_____

CONSENT TO CANCEL:
I (we) the undersigned official(s)/department head(s) of the above named governmental agency do hereby consent to the cancellation of appropriation balances detailed in Exhibit A.
Signature and Title of Officer(s)/Department Head(s):

_____
_____
_____
_____
_____

CONSENT TO CANCEL AND REQUEST FOR ADDITIONAL NEEDS:
We the undersigned Governing Board under authority of 68 O.S. § 3021 and 62 O.S. § 461, do hereby consent to the cancellation of the appropriation balances detailed in exhibit A and request that the revenues released be appropriated to the accounts detailed in Exhibit B. We further state that this request is made due to the following reason:

Done in a meeting of the Governing Board of the said government agency and recorded in the minutes of the Secretary or Clerk of said board and signed at this day of

Secretary/Clerk _____ Chairman
_____
_____

COUNTY OF MUSKOGEE STATE OF OKLAHOMA

NOTICE TO COUNTY EXCISE BOARD:
Pursuant to 62 O.S. § 461, the undersigned County Clerk of Muskogee County, Oklahoma, gives notice to the Muskogee County Excise Board that there has been a transfer of appropriations following the approval by the governing board of

ATTEST:

_____
County Clerk

_____
Date

OSAI Form #237 (2017)

Exhibit A

Unencumbered appropriations account balances as of and schedule of amounts to be cancelled.

Account #	Name of Account	Office/Department	Unencumbered Balance	Consent to cancel by Officer	Cancelled by Governing Board
1208-1-1000-	M&O	Co Clerk		20,000.00	
2005					
			TOTAL:	$ 20,000.00	$ 0.00

Exhibit B

Additional appropriations requested for remainder of fiscal year ending

Account #	Purpose or Name of Account	Office/Department	Amount Requested	Approved by Governing Board
1209-1-1000-	pay / vacation	Co Clerk	20,000.00	
1110				
		TOTAL:	$ 20,000.00	

Note: the total amount of additional appropriations may not exceed the total amount approved for cancellation.