

***CITY OF BARTLESVILLE, OKLAHOMA
2009-2010 BUDGET***



Prepared by:

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City Manager

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Accountant

Mike Bailey, CPA

City Clerk/Treasurer/Finance
Director

Jason Muninger
Accountant

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Bartlesville
Oklahoma**

For the Fiscal Year Beginning

July 1, 2008

President

Executive Director

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INTRODUCTION



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CITY OF BARTLESVILLE

2009-10-Operating Budget

CITY OFFICIALS

Ron Nikkel

Mayor

Ward 1

Term Expires: May 2011



Victory Holcomb

Vice-Mayor

Ward 5

Term Expires: May 2011



Mike McGrew

Council Member

Ward 2

Term Expires: May 2013



Tom Gorman

Council Member

Ward 3

Term Expires: May 2011



Erin Tullos

Council Member

Ward 4

Term Expires: May 2013



CITY OF BARTLESVILLE

2009-10-Operating Budget

MISSION STATEMENT:

The purpose and the challenge for the *City of Bartlesville* is to meet the diverse needs of its citizens through the use of our shared values program. The shared values of the employees of the City of Bartlesville are:

EXCELLENT SERVICE

quality product, timely – with available resources

TRUST

faith in others to do their part

INTEGRITY

ethics in action

PROACTIVE LEADERSHIP

constantly creating higher standards

DEDICATION

sense of ownership

TEAMWORK

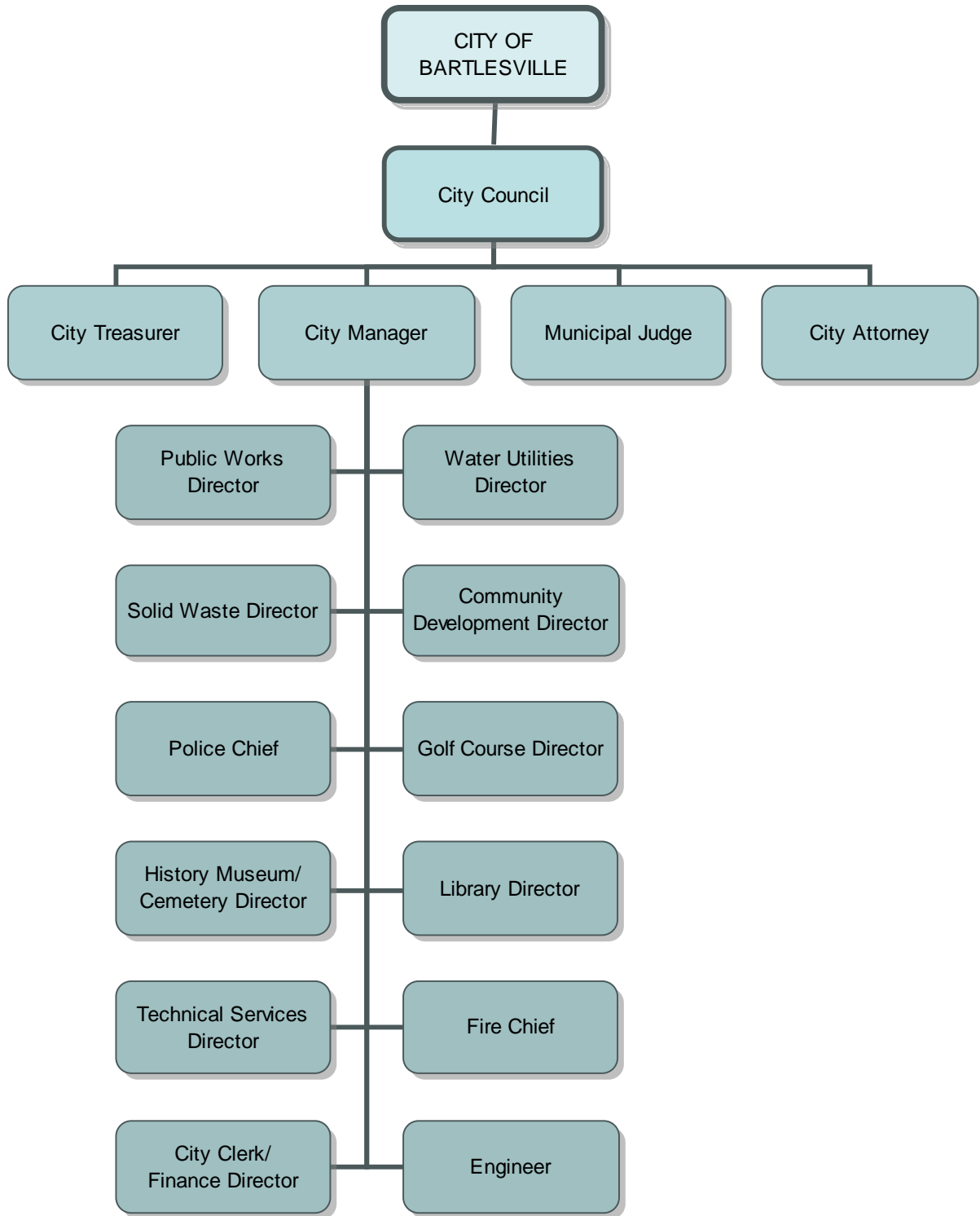
working together for positive results

MANAGEMENT STAFF:

City Manager	Ed Gordon
City Clerk/Treasurer & Finance Director	Mike Bailey
Human Resources	Shellie McGill
City Attorney	Jerry Maddux
Municipal Judge	Steve Conatser
Community Development	Lisa Beeman
Engineering	Terry Lauritsen
Fire Chief	Robert Hasbrook
Golf Course	Jerry Benedict
Interim History Museum and Cemetery	Joan Singleton
Library	Joan Singleton
Police Chief	Tom Holland
Public Works	Keith Henry
Water and Wastewater	Mike Hall
Interim Parks and Recreation	Lisa Beeman

CITY OF BARTLESVILLE

2009-10-Operating Budget Organizational Chart



THE CITY OF BARTLESVILLE

Office of the City Manager

401 SE Johnstone

Bartlesville, OK 74003



June 9, 2009

The Honorable Mayor and City Council Members
City of Bartlesville
Bartlesville, Oklahoma

Mayor Nikkel and Council Members:

It is my pleasure to present to you the budgets for the City of Bartlesville and the Bartlesville Municipal Authority for the fiscal year starting July 1, 2009 and ending June 30, 2010 (FY 2009-10). The review and adoption of the budget is, perhaps, one of the most important duties that the City Council performs. The budget is compiled, considered, and approved at this time every year because:

1. State law requires it (Title 11, Section 17-201 through 17-216);
2. The City Charter requires it (Article 10, Section 1 through 7); and
3. Prudent financial practices and our obligation to be good stewards of taxpayer funds demand it.

Introduction

I would like to expand on the importance of the review and adoption of the City budget. The budget is a planning tool reflecting the present position and future direction of the City. In the adoption of the budget by Council, a policy (goals, objectives, and responsibility) is given to the City Staff. Staff then is charged, once the budget is adopted, with the responsibility of carrying out the policy or implementing the objectives of the policy.

In order to address the policies and objectives of the budget document many resources are used, but some of the most important revenues are collected in the General Fund. While the revenues of the General Fund (mostly comprised of tax revenue which is our largest single generator of income) have continued to grow over the last ten years that growth has barely outpaced inflation. During this period of time, the City has continued to expand its services to meet its ever increasing needs. This reveals that the City has become much more efficient in the last ten years with the use and application of these monies as more is being required of the City and its services than ever before.

Revenue

Unfortunately the trend of growth has reversed in recent months, and in light of this new trend, Staff has taken a conservative approach to projecting General Fund revenues. Staff believes that this approach is necessary because of our past revenue growth patterns and the uncertainty of our state's and nation's economic status. Staff's cautious approach to revenue prediction is evidenced by the fact that there is actually a 2.2% estimated decline in the General Fund revenues for FY 2009-10 from FY 2008-09. With next year's revenue growth predicted to fall below the current year's expected results, many of the directors' requested amounts cannot be funded. These short-term sacrifices made by the departments will help ensure the City's financial viability and flexibility in the long-term.

In last year's budget (FY 2008-09), the City Council approved a budget with no increase in wastewater operating rates. This was done at Staff's request, and was due in large part to the fact that the City was implementing a new "Wastewater Capital Investment Fee". Staff and Council both felt that it would be advisable to implement necessary rate increases incrementally over the next several years to lessen the impact on the citizens of Bartlesville. However, it was apparent at that time that the City would need to increase wastewater rates to meet the rising costs of operations. In keeping with the philosophy of implementing rate increases incrementally, Staff is recommending a wastewater operating rate increase of 7%. While this amount will not fully close the gap between income and expense, it will allow the City to meet its current year's needs in the wastewater fund and will only consume half of the wastewater fund balance that is available. Given that this rate increase is not expected to elevate this fund to a break-even point, further rate increases will likely be necessary in FY 2010-11.

The Wastewater Capital Investment Fee was imposed last year as part of a proactive plan to meet current and future environmental standards in the City's wastewater infrastructure. This fee is shown as a separate charge on the City's utility bills and is currently assessed at \$0.75/1,000 gallons of billable wastewater. All revenues generated from this fee are set aside in a special fund and are used to fund various issues which will keep and/or bring the city into compliance with environmental standards. However, the current fee is not anticipated to generate enough revenue to meet the requirements of current and future ODEQ consent orders. Therefore Staff is proposing a \$0.25/1,000 gallon increase, which will increase this fee to \$1.00/1,000 gallons. This new rate should be sufficient to carry the City through to the construction of a new wastewater treatment plant unless the City is faced with additional unanticipated mandates or consent orders from regulatory agencies.

The final fee that Staff is proposing for an increase is the Street Light and Mosquito Spray Fee. This fee is currently assessed at \$1.00 per month on all utility bills. At this level, the fee is insufficient to pay even the electrical cost of the City’s street lights much less the cost of the mosquito spray program. Staff is requesting that this fee be raised \$1.35 per month. With this rate, the fee will generate enough revenue to cover both programs with an estimated excess of about \$800.

These rate increases are expected to increase the average citizen’s utility bill by about \$3.52/month. However, these are also expected to generate over \$500,000 in additional revenue annually. A summary of the impact on an average residential customer is presented below.

		Current Mo.	Additional	Additional Annual
	% Increase	Resident Avg	Monthly	Additional Annual
			Charge	Charge
Street light & mosquito spray	35.0%	\$ 1.00	\$ 0.35	\$ 4.20
Wastewater operating	7.0%	20.23	1.42	17.04
Wastewater capital investment	33.3%	5.25	1.75	21.00
Total estimate		\$ 26.48	\$ 3.52	\$ 42.24

Personnel

In addition to the uncertainty of the City’s revenue streams, we were also faced with a significant increase related to employee retirement. The City uses Oklahoma Municipal Retirement Fund (OMRF) to administer our Defined Benefit (DB) retirement program. Due in part to a declining interest rate market, significant investment market losses, and higher than anticipated early retirement, the City’s retirement program faced increases of nearly 37% in the current fiscal year with greater increases expected in the coming years. This increase would have resulted in an additional cost of almost \$370,000 in 2009-10 alone.

With the realization that the City’s current employee retirement plan may become too expensive to fund appropriately in the near future, Staff began to develop a plan to move the City to a Defined Contribution (DC) retirement program. This style of plan removes most of the risk for the City, but still provides a vehicle that requires the City’s employees to plan their retirement. However, the transition to the DC plan cannot be made overnight, and employees who are enrolled in the current DB plan cannot be forced to move to the new DC plan.

To facilitate the transition to the new plan, the existing DB plan will be closed to new entrants, and employees who remain in the DB plan will be required to contribute a higher percent of their salary (6% vs. 3%) than in prior years. Current DB plan participants wishing to retain their 3% contribution level will be allowed the opportunity to move to the DC plan. Staff believes that this approach offers the best compromise between reducing the City's risk and continuing to offer the City's employees a high level benefit package.

In this new budget year (FY 2009-10), there has been very little change in the employee base. The total full time equivalents (FTEs) for the City decreased by 1.774 this year, which results in a total personnel schedule of 359.581 FTEs for all positions. However, the City did add one employee in the Parks department and two maintenance workers in the Street department. The park employee is the addition of a Park Planner, which is actually just a reallocation of funds from contractual services to personal services as this employee was held in a contractual manner last fiscal year. The rest of the changes are all decreases related to eliminations of open positions created by the hiring freeze.

The current budget does not include any increases in employee compensation. The City has attempted to compensate for this by holding employee benefit costs to the same level as the prior year. This has been accomplished through minor adjustments to the City's health insurance plan and plans for a long-term overhaul of the City's retirement plan as mentioned above.

In the prior year, the Council adopted a budget that included a new idea for employee compensation increases. This new idea attempted to balance employee morale while being financially prudent in uncertain times. The premise was to tie potential employee bonuses (in lieu of standard raises) to revenue performance. In the current budget, Staff is recommending a continuance of this program, however additional flexibility will be added to this year's program.

Instead of including automatic triggers that will result in bonuses for employees, the current year's budget resolution will include a section expressing the intent of the Council to review the budget performance of the City as a whole after three quarters. It will outline the responsibilities of the City's Finance Director to assemble the necessary reports after the close of the 3rd quarter and to make a report to Council as soon after this close as is possible. In this report will be a recommendation on the amount, if any, of the bonuses that are proposed. However, regardless of the recommendation contained therein, the final decision will rest with Council at that time.

Initiatives

The City of Bartlesville has added very little in the way of new initiatives or programs since last year's (FY 2008-09) budget. However, there are a few significant items that the City is continuing to implement from prior year appropriations. These include the implementation of an entity wide Enterprise Resource Planning System and the continued implementation of the City's automated poly-cart system.

The current year's budget does provide for some fairly large capital expenditures. However almost all of these capital items are being funded from the City's Capital Improvement Funds and very little is being funded from the City's operational funds. Thanks to the willingness of the citizens of Bartlesville to continue the City's ½ cent Capital Improvement Sales Tax and G.O. bond programs and the foresight of the Council and Staff to provide sensible long-term capital improvement plans, the City of Bartlesville will be able to improve and maintain our infrastructure and equipment even in these tough economic times.

Included in the City's capital budget are many routine projects such as small drainage improvements, street overlays, and equipment replacements. However, there are also several significant capital improvement projects funded through various capital dedicated revenue sources.

Among the most significant are plans to upgrade the energy efficiency of City Hall with funds of \$500,000 from CIP – Sales Tax and 2005 G.O. Bond funds. Staff has already received the results of an energy audit of this 96 year old facility that was performed in the current fiscal year (2008-09). This study identified several areas for improvement that would have the greatest reduction in energy costs with the lowest investment costs. Additionally, the results of this study have positioned the City, so that we have a good chance of receiving over \$150,000 for energy efficiency improvements through the ARRA program.

The City's capital budget also includes over \$900,000 for downtown and west side improvements, incentives, and master plans. Funds of over \$500,000 have been provided for critical facility improvements and equipment for the police department. The City's parks and swimming pools will receive about \$1.3 million in needed improvements as well. Among these recreation projects are the long planned improvements to the City's unique Pathfinder Parkway and MJ Lee Lake as well as the finalization of Veteran's Park/Frontier Pool.

There are also plans to continue progress on the City's current ODEQ consent order which mandates improvements to our wastewater collection and treatment system. The next step in this process is Phase II of the wastewater collection system improvements, which is budgeted for \$1.1 million in 2009-10. As for major road projects, Silver Lake will once again be extended. This time from Frank Phillips Blvd to Tuxedo Blvd using 2007 G.O. Bond funds in the amount of \$2.4 million.

Another major road project is the rehab of Madison Blvd between Nowata and Tuxedo. This project is estimated to cost \$1.1 million, and will be funded through the City's 2008A G.O. Bond proceeds. Also being funded from the 2008A G.O. Bond proceeds are expansions and renovations of two major detention facilities; Grand Prairie Detention Pond and Sooner Park Detention Pond. These two projects combined are estimated to cost \$2.5 million.

Summary

With this budget, we have attempted to meet the diverse needs of our population while planning for the reality of a recession which may endure for months or even throughout next year. With the direct effect of falling revenues, the City of Bartlesville is facing a challenging year, but I believe that we have struck an important balance between long-term planning (the increases in the Wastewater Capital Investment Fee, continued implementation of the automated sanitation system and ERP System, and creative plans to restructure the City's retirement plan) and overall community needs (roads, drainage, parks, and redevelopment).

As always, we have attempted to be forward thinking during budget planning and anticipate our most likely and greatest future challenges. With these challenges in mind, we attempt to fashion the budget in a manner that addresses these challenges while best positioning the City to deal with the unforeseen. At this time, I feel that the City of Bartlesville's greatest challenges are the current economic climate and the City's rising personnel costs (including increases in retirement and health insurance). Even with these issues facing us, I believe that the budget presented herein places us in a position to meet these challenges and maintain the long-term financial health of the City.

I also feel it is important to point out that this budget is not just the City Manager's budget. This policy document is the result of hours of research, hearings, and work from a talented and dedicated group that includes the City Council, directors, staff, and advisory groups. I would like to issue a special word of thanks to the City Clerk/Treasurer and Finance Director, Mike Bailey, and Accountants, Vicki Carvalho and Jason Muninger, without whom the quality and accuracy of this document would not be possible.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ed Gordon', with a long horizontal flourish extending to the right.

Ed Gordon
City Manager

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COMMUNITY PROFILE



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bartlesville

IT'S TIME FOR LIVING.

The City of Bartlesville is a charter city in the State of Oklahoma. The City has a population of 34,748 according to the 2000 US Census. The City is located in Washington County and encompasses 21.1 square miles at an elevation equal to sea level.



CITY OF BARTLESVILLE
2009-10-Operating Budget
A Brief History of Bartlesville, Oklahoma

Bartlesville's Beginnings...

Back in 1870, when northeast Oklahoma was home to mostly the Osage, Cherokee, and Delaware Indian tribes, an Indian trader name Nelson Carr opened a trading post on the north side of the Caney River. And so the legend of Bartlesville began.

In 1873, Jacob Bartles – a Civil War veteran who saw an opportunity in Indian Territory - bought the mill from Carr and expanded the facility into a flourmill and eventually a general store and home for his family. Bartles was married to the Delaware Indian Chief Charles Journeycake's daughter, Nannie Journeycake Pratt. His marriage allowed him to be a business owner in Indian Territory.

William Johnstone and George Keeler also came to the area in the early 1870's. Both gentlemen took Delaware Indian brides. After working for Bartles, the two struck out on their own and built a general store on the south side of the river.

Within a few years the area around the Johnstone-Keeler store had grown to include other businesses and dwellings. The population grew to nearly 200 as settlers moved to the area. Bridges and railroads came to town, along with merchants, a drugstore, and a school. In 1897, Bartlesville, Indian Territory, was incorporated, taking the name from its early settler and businessman.

As the city grew south of the Caney River, Bartles was disappointed by his failure to secure the railroad station on the north side of the river. He moved his store three miles north to what is present day Dewey, named after Admiral George Dewey whose victory at Manila Bay was current news.

The Boom...

It was Keeler who found another key to Bartlesville's future—oil. Keeler had noticed rainbow sheens on the area creeks and believed that there was an untapped oil supply beneath the Caney basin. Keeler was right. On April 15, 1897, the first commercial oil well in what is now the state of Oklahoma—the Nellie Johnstone No. 1—blew in as a gusher. Nellie Johnstone was the Delaware maiden who owned the land where the well was discovered.

Attracted by the oil boom, Frank and L.E. Phillips, two brothers raised on an Iowa farm, came to Bartlesville in 1904. They hit a gusher north of Bartlesville, followed by 80 straight producers. The two founded Phillips Petroleum Company in 1917. It grew to become Bartlesville's largest employer and one of the nations top oil companies.

CITY OF BARTLESVILLE
2009-10-Operating Budget
A Brief History of Bartlesville, Oklahoma
(continued)

Armais Arutunoff, a Russian immigrant, was another Bartlesville pioneer. At the urging of the Phillips brothers, Arutunoff came to the community with his invention—an electric pump that pumped oil from deep in the ground. His efforts eventually became REDA Pump.

Today...

Bartlesville is proud of the many attractions and assets that continue the legend of exploration and innovation, including museums, dramatic architecture, art collections, scenic prairie life, and world-renowned events. With a balanced mixture of natural resources and abundant space, Bartlesville has grown to be the home of more than 34,000 people as well as industrial giants ConocoPhillips, Schlumberger REDA Production Systems, and Zinc Corporation of America. Since the early days, the economic foundations of Bartlesville area business have been natural gas, oil, agriculture, and ranching.

Our Future...

Bartlesville begins its second century with industrial and economic growth while remaining proud of its Native American Indian and western heritage. From its frontier trade and petroleum beginnings to its present diversity of manufacturing, research, ranching, and commerce, the Bartlesville area presents a unique blend of cosmopolitan attitude mixed with neighborly friendliness. Located in the heart of America's Sunbelt, the city's schools, library, and civic organizations continually produce the finest students, forums, and cultural events in the region. With such a rich heritage as its foundation, Bartlesville's growth and future will no doubt be legendary as well.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Miscellaneous Statistics

Municipal Full-Time Employment:

Total	341
Non-union	224
Union	117

Economic Information:

Cost of living (when compared to national average) ¹	94.0%
Number of citizens in labor force ²	15,750

Population Overview: ²

Total population	34,748
Total male population	16,484
Total female population	18,264
Median age	40.0
Total population over eighteen (18) years old	26,082
Per capita income (dollars)	21,195
Median earnings – male full-time (dollars)	35,699
Median earnings – female full-time (dollars)	23,071
Percent of families below poverty level	9.4%
Percent of individual below poverty level	12.7%

Housing Overview: ²

Total housing units	16,104
Total housing units older than 20 years	12,916
Median number of rooms	5.7
Median value (dollars)	64,700

Hospital: ¹

Number of hospitals	1
Number of licensed beds in hospital	309

CITY OF BARTLESVILLE

2009-10-Operating Budget

Miscellaneous Statistics

(continued)

Education: ¹

Total school enrollment 2004-05	8,532
Total public school enrollment 2004-05	5,949
Total private school enrollment 2004-05	572
Total enrollment at Rogers State University 2004-05	335
Total enrollment at Tri-County Technology Center 2004-05	1,676
Number of public elementary schools	7
Number of students enrolled in public elementary schools	2,705
Number of public middle schools	2
Number of students enrolled in public middle schools	1,404
Number of public mid-high schools	1
Number of students enrolled in public mid-high schools	986
Number of public high schools	1
Number of students enrolled in public high schools	865

Culture and Recreation: ¹

Number of community centers	2
Number of parks	15
Number of lighted tennis courts	14
Number of miles of pathfinder parkway (miles)	12
Number of public pools	2
Number of public golf courses (18 hole)	1
Number of private golf courses (18 hole)	2

Public Safety:

Number of police stations	1
Number of fire stations	4
Number of policemen	51
Number of firemen	66

CITY OF BARTLESVILLE

2009-10-Operating Budget

Miscellaneous Statistics

(continued)

Major Employers: ¹

ConocoPhillips Co.	2,400
Bartlesville Public Schools	876
Jane Phillips Medical Center	800
Wal-Mart Distribution Center	600
Wal-Mart Supercenter	500
Sitel	400
City of Bartlesville	350
Schlumberger	311
Wal-Mart Administrative Services	290
Arvest	210
Springs Basic Bedding	160
66 Federal Credit Union	154
Central States Business Forms/Unipro	150
Washington County	134
Siemens Applied Automation	130
ABB Automation Inc/Totalflow Division	107
Service & Technology Corporation/Manufacturing	75

¹ Source – Bartlesville Chamber of Commerce (2006 website)

² Source – 2000 US Census

CITY OF BARTLESVILLE

2009-10-Operating Budget

Community Calendar

SEPTEMBER



Indian Summer



Tulsa Regional Fly-In

(pictures courtesy of Bartlesville Chamber of Commerce)

NOVEMBER/DECEMBER



Fantasyland of Lights

(picture courtesy of FantasyLand Forest)



Woolaroc Wonderland

(picture courtesy of Woolaroc)

JUNE



SunFest

(pictures courtesy of Bartlesville Chamber of Commerce)



OK Mozart

CITY OF BARTLESVILLE

2009-10-Operating Budget

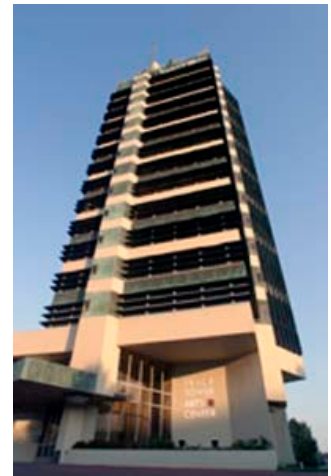
Local Attractions



Will Rogers said, “Of all the places in the United States, **Woolaroc** is the most unique.” The country estate of oil baron Frank Phillips, founder of Phillips Petroleum Company, got its name from the **WOODS**, **LAKes**, and **ROCKs** that are indigenous to the area. This rustic environment served as a one-of-a-kind entertainment venue. “Uncle Frank” hosted U.S. Presidents, wealthy Eastern investors, dignitaries, Indians, tycoons, movie stars, lawmen, and outlaws alike on his sprawling ranch southwest of Bartlesville. From early spring to late fall, the North Road Tour features a five-mile drive through some of the most beautiful portions of the Woolaroc preserve. This tour includes a stop at an authentic restoration of an 1840s

Trader's Camp where true to life mountain-men offer a glimpse of early settler living. Visitors can experience nature's beauty while smelling the clean, fresh air of the Osage Hills and listening to the peaceful sounds of the streams running through this 3,700 acre wildlife preserve. There is also a museum, which houses over 55,000 pieces including some of the Southwest's greatest collections of western and worldwide art, relics, and exhibits that tell the alluring story of the American West.

Frank Lloyd Wright called this masterpiece the “tree that escaped the crowded forest” when he completed it for the H.C. Price International Pipeline Company in 1956. The **Price Tower** is Frank Lloyd Wright's only built skyscraper. The combination apartment-office building received the American Institute of Architects 25-year Award and is on the National Register of Historic Places. The Price Tower Arts Center offers a variety of traveling art exhibitions and permanent exhibitions on Wright, Bruce Goff and the Price Company and Tower. Recent renovations by architect Wendy Evans Joseph have created an upscale 21-room boutique inn called Inn at Price Tower. With the creation of this inn, Frank Lloyd Wright enthusiasts can have the opportunity to overnight in a Frank Lloyd Wright building. Also on the premises and open for business is the Copper Restaurant & Bar, creating a fine dining experience for Bartlesville natives and visitors alike. Future plans for the Price Tower Arts Center include an expansion of their educational program. The Price Tower Arts Center has currently commissioned world-renowned architect, Zaha Hadid, to create the new complex that will adjoin the Price Tower, complementing the symmetrical design of Frank Lloyd Wright. The Price Tower is an architectural jewel that attracts visitors from around the world, not only for the architecture, but also for its world-class exhibitions.



CITY OF BARTLESVILLE

2009-10-Operating Budget

Local Attractions

(continued)



Experience the sumptuous residence of oil baron Frank Phillips, founder of Phillips Petroleum Company, and his family. Designed by architect Walton Everman, the **Frank Phillips Mansion** was completed in 1909 and occupied by the Phillips until their deaths. Preserved by the Oklahoma Historical Society, this National Register Historic Site reflects the family life of one of the legends of the Oklahoma oil industry. The mansion, which underwent a \$500,000

renovation in 1930 in the midst of the Depression, reflects an opulent yet comfortable lifestyle.

The **Bartlesville Community Center** houses an acoustically superb performance hall that seats over 1,700; the world's largest cloisonné artwork, a mural that is 25 feet long which depicts a stylized northeastern Oklahoma countryside; the Lyon Art Gallery; and serves as the primary site of Bartlesville's premiere arts event -



The OK MOZART International Festival. The site of many of Bartlesville's cultural arts and events, this graceful and beautiful Taliesin West-The Frank Lloyd Wright Foundation designed Community Center is a valuable asset to the Bartlesville cultural arts community.



The **Foster Mansion (La Quinta)** was designed in 1930 by noted Kansas City architect Edward Buehler Delk. H.V. Foster, once known as the wealthiest man west of the Mississippi, located his new home on 152 acres, three miles from the center of town. The 32-room, Spanish style mansion has 14 bathrooms and 7 fireplaces. Construction was completed in 1932 and it served as the family home until Mr. Foster's death in 1939. After that time, La Quinta served, consecutively, as the home of a military school, Central Christian College and Central Pilgrim College. The Wesleyan Church now owns and

operates Oklahoma Wesleyan University, an accredited, four-year liberal arts college. La Quinta is the focal point of the campus and serves as the library and administration facilities for the school. La Quinta is listed on the National Register of Historic Places.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Local Attractions

(continued)

The **Bill Doenges Memorial Stadium** began its life as the Bartlesville Municipal Athletic Field on May 2, 1932. The original stadium was built at a cost of about \$30,000 and could seat approximately 2,000 people. The stadium has been used by many teams through the years including a minor league team in the KOM (Kansas, Oklahoma, Missouri) League. Through the years, the stadium was famous for being the only professional ball park in the world with the same distance (340 feet) to the fence



anywhere in fair territory. Today, home plate has been moved and the field is no longer perfectly symmetrical. In 1997, Bartlesville Municipal Athletic Field was renamed Bill Doenges Memorial Stadium in honor of Mr. Doenges' nearly sixty years of generous support to Bartlesville and the American Legion baseball program. In 1997, a major renovation of the stadium was undertaken. Utilizing volunteers and both public and private support the stadium was transformed into a beautiful modern ballpark capable of comfortably seating 2,500 spectators. In 2003, the stadium was chosen as the site for the prestigious American Legion World Series. The stadium holds both a rich history and an equally promising future, as it has been chosen as the site for the Centennial American Legion World Series in 2007.



Golfers can test their skills at the recently renovated 18-hole **Adams Memorial Golf Course**. Architect Mark Hayes designed the \$1.1 million, 2000-2001 renovations. The course meanders through the beautiful Eastern Oklahoma terrain that is interwoven with Turkey Creek. The creek has been coffer dammed to provide beautiful ponds that come into play on 12 of the 18 holes. The fairways and rough are Bermuda grass and the greens are Pen Cross Bent for a fast pace of putting.

The “practice facility” is new and one of the finest in the Midwest. It includes practice putting greens, a chipping green, practice bunkers, and a 25-station driving range with target greens.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Local Attractions

(continued)

The past is remembered, and vividly alive at **Prairie Song**, a recreated 1800's pioneer village museum. The village features a two-story saloon, Scudder Schoolhouse, Wildwood Chapel, cowboy line shack, homestead cabin, post office, trading post, school marm's house, rock jail house, covered bridge, rock depot and much more. Each structure was built with hand-hewn Arkansas "bull pine" and Missouri red and white oak. Prairie Song has been restocked with Texas longhorns, the original breed of cattle driven up the trail. Visitors can enjoy a glimpse of life from days gone by as they watch the longhorn cattle graze on the bluestem prairie that has never been touched by the steel plow. This lifelike replica of a pioneer village stands in the midst of an authentic working ranch from the late 1800's and shows life, work, and play as it was in those days.



Visitors to historic **Johnstone Park** can enjoy viewing a replica of the **Nellie Johnstone #1**, the first commercial oil well drilled in what is now the state of Oklahoma on April 15, 1897. The replica marks the spot of the original site. The Nellie Johnstone #1 gets its name from a young Delaware Indian maiden who owned the land on which the well was discovered. Soon visitors will be able to



experience the early days of the oil industry first hand with the development of the "Discovery 1" park featuring working gushers and hands on experiences. The park is



also home to the only **Santa Fe engine 940 series** in existence. The 900-class/940 series were the first locomotives to burn fuel oil instead of coal and were synonymous with the Santa Fe engine. Built by Vulcain, this Santa Fe engine, built in 1903, was originally a compound steam locomotive, and later converted to a simplified locomotive that could burn diesel. It has 2/10/2 wheels (2 pilot, 10 drivers and 2 trailing). Also to be seen at the park is the restored **Hulah Santa Fe Depot** (a #1 Santa Fe Depot), built in 1923. Both have been relocated to Johnstone Park as reminders of the important role each played in the development of the area.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Local Attractions

(continued)

Travel back in time to experience the growth and development of Bartlesville and surrounding areas at the **Bartlesville Area History Museum**. The museum is situated on the fifth floor of what was the historic Burlingame Hotel. Through photographs and artifacts learn about Indian Territory, the first commercial oil well in Oklahoma, the composer of the 12th Street Rag, the founder of Bartlesville, and many other people, places and events which shaped this turn-of-the-century settlement into the modern community it is today.



The **Wall of Honor Veterans Memorial** recognizes and honors veterans and current military personnel for the bravery and sacrifices they've made to preserve our country's freedom. Located at the northwest entrance of Washington Park Mall, it stands as a permanent tribute to all Americans who have served and are serving our Great Nation. Names are listed on panels beside the display cabinets. Also on display are photos, story boards, World War II murals, eternal flame, and POW/MIA Listings. In addition a special display has been created to honor Lance Corporal Thomas A. Blair, Oklahoma's first casualty during Operation Iraqi Freedom.

Before you ever open the door to **Keepsake Candle Factory**, you will detect the aura of vibrant scents of the hand-made candles made in this facility. These beautiful “Antiques in Wax” have been made in Bartlesville since 1970 as part of a business that began on a kitchen stove. There’s also a short train consisting of two tank cars and a caboose. Inside the caboose you can see memorabilia from bygone days of railroading. Recognized by many as one of the nation’s leading candle manufacturers, Keepsake Candles produces over 500 styles of candles that are available across the nation and around the world.



Pictures and descriptions in the previous section are courtesy of the Bartlesville Chamber of Commerce.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Local Attractions

(continued)

The birth of a giant...

On June 13, 1917 the Phillips Petroleum Company was incorporated under the laws of Delaware. This auspicious occasion was due mostly to the work of the new company's soon to be president, Frank Phillips, and his brother L.E. Phillips. Frank was a man of great vision who excelled at predicting the changes in market forces and at obtaining creative financing for his new company. Frank saw the news of increasing automobile production, the use of mechanized war equipment in World War I, and the increase in use of commercial aircraft as more than just sensational news. He saw this as opportunity.



Board of Directors and Stockholders board a special train in April 1919

In order to meet this opportunity, Frank knew that his fledgling company had a great need of new capital. Within the first few months of its life, Phillips Petroleum Company executed a complete purchase of Frank Phillips' first oil company, Lewcinda Oil Company (named in honor of Frank's father and mother, **LEW**is and **LuCINDA**).

CITY OF BARTLESVILLE

2009-10-Operating Budget

Local Attractions

(continued)

The first decade...

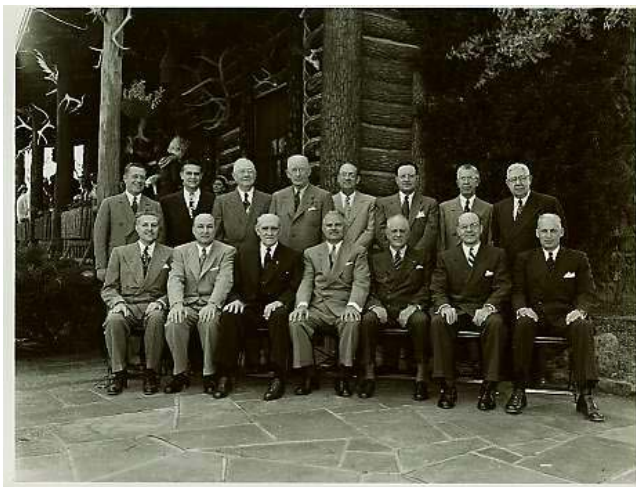


Phillips 66 Tank Truck

Frank knew that more needed to be done in order to position his company to take advantage of the promising crude oil and energy market. Through creative financing, including the use of common shares, preferred shares, bank loans, and bond issues, Frank was able to increase the capital of his company by nearly \$61 million dollars in its first decade. This additional capital was used to invest in production, refining, research, and transportation. Frank's prediction of the country's future energy demands proved correct. During and after World War I,

demand far outstripped supply and oil prices reached peak levels. By the end of 1923, Phillips Petroleum Company's net daily production approximated 25,000 barrels of crude oil, 100,000 gallons of natural gasoline, and 24,000,000 cubic feet of natural gas.

Through the tireless efforts of Frank Phillips and his successors, such as K.S. Adams and others, Phillips Petroleum Company was able to expand upon Frank's vision of a vast Midwest territory to include nearly the entire continental United States. From its first uniquely styled cottage filling station which opened on November 19, 1927 in Wichita, Kansas, the Phillips 66 brand has expanded to include more than 10,000 filling stations across the United States. Always at the forefront of innovation, the Phillips Petroleum Company has received more than 15,000 U.S. Patents to date.



Board of Directors, 1952



1st Phillips 66 Filling Station
November 19, 1927 – Wichita, Kansas

CITY OF BARTLESVILLE

2009-10-Operating Budget

Local Attractions

(continued)

The reformation...

In 2000 the Phillips Petroleum Company began to aggressively reshape itself once again. In a joint venture, Phillips GPM operations were combined with Duke Energy midstream operations to create a new company, Duke Energy Field Services. Phillips continued its acquisitions later the same year with the largest purchase in company history, ARCO Alaska, Inc. Phillips Petroleum Company further expanded its operations by entering into a joint venture with Chevron Corporation to combine the two companies' chemical and plastic operations to form, the Chevron Phillips Chemical Company. In 2001 the Phillips Petroleum Company made one of its final alterations by purchasing the Tosco Corporation, one of the largest refiners and marketers in the United States.



Phillip's Complex with distinctive Phillips' Tower shown in both pictures. The tower was originally built as an addition to the original Phillip's building. The tower still stands today, even though the original building has long since been demolished and replaced. *(Picture on left courtesy of the Bartlesville Chamber of Commerce)*

The final change in Phillips Petroleum Company's remarkable makeover came on August 30, 2002 when Phillips Petroleum Company and Conoco Inc. formally merged to form one of the world's largest energy companies...

ConocoPhillips

Unmarked pictures in the previous section are courtesy of the Bartlesville History Museum

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BUDGET AND ACCOUNTING OVERVIEW



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CITY OF BARTLESVILLE

2009-10-Operating Budget Financial Policies

The City of Bartlesville has a set of formal and informal financial policies, listed below, that are used to set guidelines for the financial management of the City. These policies help to guide the City's financial staff and the City Council during the budgetary and financial decision making process.

- Prepare an annual budget according to the "Budget Act" of the State of Oklahoma that is submitted to the Council for approval and made available to all citizens of the City of Bartlesville.
- Manage the City's cash flows to minimize the loss of investment revenues during short-term cash shortages.
- Provide for sound financial planning to maintain adequate reserves in all operating funds. Reserve levels are currently set at 7% of non-capital operating expenditures. This level represents an decrease from the 9% level of the 2008-2009 budget. This slight decline was necessary to meet the City's short term needs during this period of economic decline. However, this decrease does not change the City's goal of continuing to increase the reserve level by increments as conditions allow to reach a targeted reserve balance of 16% of non-capital expenditures.
- Maintain adequate financial records and documentation to provide for a cost effective audit and positive auditor's opinion.
- Maintain a sound financial condition through careful planning to obtain the highest possible bond rating. The City's bond rating was upgraded in fiscal year 2007-2008 to AA-, which is one of the highest bond ratings for a municipality in the State of Oklahoma.
- Provide necessary resources to maintain and replace capital assets and capital improvements.
- Monitor the budget to maintain necessary flexibility to meet the needs of the City as a whole.
- Maintain a balanced budget by paying for all current year operating expenses from current year revenues and/or available fund balance.
- Monitor all debt service reserves for compliance with the active debt covenants of the City.
- Maintain a positive cash balance in all operating funds at year end.
- The City of Bartlesville adopted the "Municipal Budget Act," a provision of State Statute. A copy of the "Municipal Budget Act" can be found in this section.

CITY OF BARTLESVILLE

2009-10-Operating Budget Budget and Accounting Process

THE BUDGET PROCESS

The City of Bartlesville, Oklahoma is a municipal corporation incorporated under a Municipal Charter pursuant to Article XVIII of the Constitution and laws of the State of Oklahoma. The City operates under the Council-Manager form of government and provides such services as are authorized by its Charter to advance the welfare, health, morals, comfort, safety, and convenience of the City and its citizens.

The City's major activities or functions include police and fire protection, parks and libraries, public health and social services, planning and zoning, and general administrative services. In addition, the City owns and operates four major enterprise activities: the Water, Wastewater, and Sanitation utility systems as well as the Adams Golf Course.

BASIS OF PRESENTATION

The City prepares its annual operating budget on a basis ("Budget basis") which differs from Generally Accepted Accounting Principles ("GAAP basis"). The Budget basis that the City uses differs from GAAP in two significant ways. The first is that the City uses modified cash basis, an other comprehensive basis of accounting ("OCBOA"), for its Budget basis. GAAP basis requires the use of modified accrual for governmental funds and full accrual for fiduciary, internal service, and proprietary funds. The modified cash basis of accounting is based on the cash basis of accounting, which only records transactions arising from cash activities. Cash basis financial statements have only one asset, cash, and no liabilities. Investments, inventory, capital assets, and prepaid expenses are all considered as a cash disbursement (cash basis equivalent of an expense) at the time of payment. Most liabilities are not recognized, since they do not arise from a cash transaction. The City modifies the strict cash basis of accounting to include investments, accounts payable, and accounts receivable as assets and liabilities.

The second major difference is in the treatment of encumbrances. A government is required to encumber funds prior to committing to a purchase. In GAAP, these encumbrances are treated as a reservation of fund balance, but the City's Budget basis treats encumbrances the same as expenditures. This means that the available budget at any time is equal to the original appropriations, plus or minus any amendments, less expenditures, less encumbrances.

CITY OF BARTLESVILLE
2009-10-Operating Budget
Budget and Accounting Process
(continued)

THE BUDGET PROCESS AND GUIDELINES

The City of Bartlesville prepares its budget based on the guidelines found in **O.S. 11 Sec. 17-201 – 17-216** (“Municipal Budget Act”). The text of this act is included in this section.

The City of Bartlesville operates under conservative budgetary practices. Revenue is estimated using historical data and is adjusted based on current trends and economic performance. Additions or reductions may be made based on revised tax rates or fee levels.

Each fund maintained by the City must be budgeted prior to encumbering any funds.

Budget amendment increases (increasing the fund total budgeted expenditures at the legal level of control) may be made only if unanticipated funds are received, the actual beginning fund balance is larger than anticipated, or if revenues exceed the amounts projected under the budget. The legal level of control for the City is set by the City Council at the Department level.

The City of Bartlesville uses an interactive methodology whereby the Department Directors are asked to make projections and estimates of current expenditures and requests for the ensuing budget year based on their justifications. The City Manager, or the person he appoints to oversee the budget process, reviews the work and may make adjustments based on historical information or if the original estimate is deemed to be unrealistic.

The City prepares its budget using the following steps (which are also outlined in the Budget Calendar on subsequent pages):

1. The Directors prepare budget estimates and turn them into the Finance Director.
2. The Directors meet with the City Manager to discuss the needs of their departments and to review their requests.
3. The City Manager presents the proposed budgets to the City Council for their review.
4. The City Council conducts a series of meetings that are open to the public to discuss the proposed budgets.
5. A proposed budget summary is published, and a notice of a public hearing on the proposed budget is issued.
6. The public hearing is held.
7. The budget is adopted, and the final copy is filed with the Office of the State Auditor and the City Clerk’s office.

CITY OF BARTLESVILLE
2009-10-Operating Budget
Budget and Accounting Process
(continued)

THE ACCOUNTING PROCESS

The accounting and reporting policies of the City conform to Generally Accepted Accounting Principles (“GAAP”) applicable to state and local governments. GAAP for local governments include those principles prescribed by the Governmental Accounting Standards Board (“GASB”), which includes all statements and interpretations of the National Council on Governmental Accounting, unless modified by the GASB, and those principles prescribed by the American Institute of Certified Public Accountants in the publication entitled Audits of State and Local Government Units. The following is a summary of the more significant policies and practices used by the City.

MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Measurement focus is a term used to describe “which” transactions are recorded within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied.

MEASUREMENT FOCUS

All governmental funds utilize a “current financial resources” measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

All proprietary funds and trust funds utilize an “economic resources” measurement focus. The accounting objectives of the measurement focus are the determination of net income, financial position, and cash flows. All assets and liabilities (whether current or noncurrent) associated with their activities are reported. Fund equity is classified as net assets.

Agency funds are not involved in the measurement of results of operations; therefore, measurement focus is not applicable to them.

CITY OF BARTLESVILLE
2009-10-Operating Budget
Budget and Accounting Process
(continued)

BASIS OF ACCOUNTING

Governmental funds and agency funds are presented on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when “measurable and available”. Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or soon enough thereafter to pay current liabilities. Expenditures (including capital outlay) are recorded when the related fund liability is incurred, except for general obligation bond principal and interest which are reported when due. Examples of the treatment of major transaction classes include:

- Sales tax receipts and property tax revenues are considered measurable and available when collected (not when remitted to the City) and are recorded at that time.
- Licenses and permits are considered measurable and available when billed and are recorded at that time.
- Investments are recorded on the accrual basis in all funds.
- Intergovernmental revenues are recorded on the basis applicable to the legal and contractual requirements of the various individual grant programs.

All proprietary funds and trust funds utilize the full accrual basis of accounting. Under the full accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or the economic asset used. Examples of the treatment of major transaction classes include:

- Utility revenues are recorded net of an allowance for doubtful accounts at the time they are billed.
- Interest payments are accrued based on the amount incurred in the period, not on the actual amount paid.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Description of Funds

The accounts of the City are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts, which constitute its assets, liabilities, fund equity, revenues, and expenditures/expenses. Funds are organized into three main categories: governmental, proprietary, and fiduciary.

FUNDS APPROPRIATED BY REQUIREMENT OF THE BUDGET ACT

The funds that are legally required to be appropriated by the Oklahoma Municipal Budget Act are described below:

GOVERNMENTAL FUND TYPES:

General Fund – The General Fund is the primary fund of the City, which accounts for all financial transactions not accounted for in other funds and certain Public Trust activities that require separate accountability for services rendered. The major sources of revenue for this fund are 75% of the municipal 3 cent sales tax (or 2¼ cents), franchise taxes, and transfers from the utility system.

Special Revenue Funds:

Economic Development – The Economic Development Fund accounts for revenues and expenditures associated with promoting economic development and diversification. The major source of revenue for this fund is 8⅓ % of the municipal 3 cent sales tax (or ¼ cent).

Bond Financing Fund – The Bond Financing Fund accounts for the receipt and expenditure of sales tax money for debt service purposes. The major sources of revenue for this fund are investment earnings and transfers from other funds. (closed FY 2007/2008)

E-911 – The E-911 Fund accounts for revenues and expenditures of the E-911 emergency service that are legally restricted for public safety use. The major sources of revenue for this fund are an E-911 service tax, E-911 wireless service tax, and transfers from other funds.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Description of Funds

(continued)

Special Library – The Special Library Fund accounts for State Library Assistance and certain donations that are provided to the library. The main sources of revenue for this fund are State library assistance grants, donations, and transfers from other sources.

Special Museum – The Special Museum Fund accounts for certain donations that are provided to the museum. The main sources of revenue for this fund are donations and transfers from other sources.

Municipal Airport – The Municipal Airport Fund accounts for revenues and expenditures of the Bartlesville Municipal Airport. The major sources of revenue for this fund are federal grants (for capital improvements) and investment earnings. Effective in mid FY 2008/2009 user fees are now collected directly by the City's authorized airport operator in accordance with the City's operating agreement.

Restricted Donations – The Restricted Donations Fund accounts for receipts and expenditures of donations that are restricted to a specific purpose. The main sources of revenue for this fund are donations and investment earnings.

Golf Course Memorial – The Golf Course Memorial Fund was formed at the request of certain members of the golf course who wanted a mechanism for making and tracking donations for the purpose of golf course improvements. The major sources of revenue for this fund are donations and investment earnings.

JAG – The Local Law Enforcement Block Grant Fund accounts for revenues and expenditures of the Judicial Assistance Grant (formerly known as the Local Law Enforcement Block Grant). The major source of revenue for this fund is federal grants.

Neighborhood Park – The Neighborhood Park Fund accounts for the receipt and expenditure of funds generated by the Park Fee imposed on all residential developments within the City. The major source of revenue for this fund is the Park Fee of \$500 per acre or portion thereof on all residential developments.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Description of Funds

(continued)

Cemetery Perpetual Care – The Cemetery Perpetual Care Fund accounts for revenues and expenditures of the cemetery’s improvement and upkeep in accordance with State law. The principal portion of this fund may only be used to purchase additional land for the cemetery or for other capital improvements. The interest portion can be used for maintenance. The major sources of revenue for this fund are 12½ % of all receipts from the sale of burial plots or interments at the Cemetery, donations, and investment earnings.

Memorial Stadium Operating – The Memorial Stadium Operating Fund accounts for the revenues and expenditures associated with operating and improving the Doenges Memorial Stadium. The major sources of revenue for this fund are transfers from other funds and structure rentals.

GIS – The GIS (Geographic Information System) Fund accounts for the revenues and expenditures associated with operating and improving the geographic information system. The major sources of revenue for this fund are investment income and revenues derived from the sale of GIS products. (closed FY 2008/2009)

Debt Service Fund – As prescribed by State law, the Debt Service Fund receives all ad valorem taxes paid to the City for the retirement of general obligation bonded debt. Such revenues are used for the payment of principal and interest on the City’s general obligation bonds. The major sources of revenue for this fund are ad valorem taxes and transfers from other funds.

Capital Projects Funds:

Capital Improvements: Sales Tax – The Capital Improvements: Sales Tax Fund accounts for revenues and expenditures associated with funds from sales tax that are dedicated to capital improvements. This fund was originally established to account for the 1999 ½ cent sales tax issue that was extended in 2003. The major sources of current revenue for this fund are 1⅔ % of the municipal 3 cent sales tax (or ½ cent) and investment earnings.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Description of Funds

(continued)

Capital Improvements: Park and Recreation – The Capital Improvements: Park and Recreation Fund accounts for specific revenues and expenditures associated with improvements to the City’s parks and recreation facilities. The fund was originally established to account for the 1997 General Obligation Bond funds that were dedicated to park and recreation improvements. The major source of current revenue for this fund is investment earnings.

Capital Improvements: Wastewater – The Capital Improvements: Wastewater Fund accounts for specific revenues and expenditures associated with improvements to the wastewater system. The fund was originally established to account for the 1998 General Obligation Bond funds that were dedicated to wastewater improvements. It has since received bond funds from the 2001 General Obligation Bond issue, the 2002 General Obligation Bond issue, and the 2003 General Obligation Bond issue. The major sources of current revenue for this fund are the sewer impact fees, which are assessed on new or improved structures in amounts between \$1,800 and \$115,200 depending on intended use and actual meter size, and investment earnings.

Capital Improvements: Wastewater Regulatory – The Capital Improvements: Wastewater Regulatory Fund accounts for specific revenues and expenditures associated with ODEQ & EPA mandated improvements to the wastewater system. The major source of revenue for this fund is the wastewater capital investment fees, which are assessed as \$1.00/1,000 gallons of billable wastewater, and investment earnings.

Capital Improvements: Storm Sewer – The Capital Improvements: Storm Sewer Fund accounts for specific revenues and expenditures associated with improvements to the City’s storm drainage system. The fund was originally established to account for the 1997 General Obligation Bond funds that were dedicated to storm sewer improvements. The major sources of current revenue for this fund are the storm water detention in-lieu fees, which are assessed on subdivisions at a rate of 10 cents per square foot of impervious surface, and investment earnings.

Community Development Block Grant – The Community Development Block Grant Fund accounts for revenues and expenditures related to the Community Development Block Grant, a federal grant passed through the State of Oklahoma Department of Commerce. The fund’s only source of revenue is federal grants.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Description of Funds

(continued)

2005 G.O. Bond – The 2005 G.O. Bond fund accounts for revenues and expenditures related to the 2005 general obligation debt issuance. The fund's only sources of revenue are proceeds from the issuance of debt and investment income.

2007 G.O. Bond – The 2007 G.O. Bond fund accounts for revenues and expenditures related to the 2007 general obligation debt issuance. The fund's only sources of revenue are proceeds from the issuance of debt and investment income.

2008A G.O. Bond – The 2008A G.O. Bond fund accounts for revenues and expenditures related to the 2008A general obligation debt issuance. The fund's only sources of revenue are proceeds from the issuance of debt and investment income.

2008B G.O. Bond – The 2008B G.O. Bond fund accounts for revenues and expenditures related to the 2008B general obligation debt issuance. The fund's only sources of revenue are proceeds from the issuance of debt and investment income.

PROPRIETARY FUND TYPES:

Enterprise Funds:

Wastewater – The Wastewater Fund accounts for the operations of the City of Bartlesville's wastewater utility. The major source of revenue for this fund is charges for services related to wastewater collection and processing. These charges are originally recorded in the Bartlesville Municipal Authority and are transferred to the Wastewater Fund, after all outstanding debt obligations have been met, as a reimbursement of operating expenses.

Water – The Water Fund accounts for the operations of the City of Bartlesville's water utility. The major source of revenue for this fund is charges for services related to water treatment and distribution. These charges are originally recorded in the Bartlesville Municipal Authority and are transferred to the Water Fund, after all outstanding debt obligations have been met, as a reimbursement of operating expenses.

Solid Waste – The Solid Waste Fund accounts for the operations of the City of Bartlesville's solid waste utility. The major source of revenue for this fund is charges for services related to solid waste collection and disposal.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Description of Funds

(continued)

Adams Municipal Golf Course – The Adams Municipal Golf Course Fund accounts for the operations of the City of Bartlesville’s municipal golf course. The major sources of revenue for this fund are charges for services related to green fees, membership, locker rentals, and transfers from other funds.

Internal Service Funds:

Workers’ Compensation – The Workers’ Compensation Fund accounts for the revenues and expenditures of the City’s self funded workers’ compensation insurance. The major source of revenue for this fund is transfers from other funds.

Health Insurance – The Health Insurance Fund accounts for the revenues and expenditures of the City’s self funded health insurance plan. The major sources of revenue for this fund are employee premiums and transfers from other funds.

FIDUCIARY FUND TYPES:

Expendable Trust Funds:

Mausoleum Endowment Fund – The Mausoleum Endowment Fund accounts for the revenues and expenditures related to the mausoleum. The fund was formed initially to account for funds that were already on deposit for the care of the mausoleum when the City accepted the mausoleum. The major source of revenue for this fund is investment earnings.

OTHER FUNDS AND COMPONENT UNITS

The City’s audited financial statements also include certain other funds that are not required to be part of the City’s annual budget according to the Municipal Budget Act. These funds are certain trust authorities formed under **O.S. 60 Sec. 176** of the Oklahoma State Statutes, other corporations that directly benefit the City, and agency funds that do not have expenses or income.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Description of Funds

(continued)

The authorities created in accordance with **O.S. 60 Sec. 176** are governed by the budget laws set forth in **O.S. 60 Sec. 176** and not the Municipal Budget Act. In accordance with this statute, these public trust authorities are required to prepare an annual budget and submit a copy to the City as beneficiary. However, there are no further requirements such as form of budget or definition of legal spending limit. The corporation that directly benefits the City is not governed by any budget laws. The agency funds are only used to hold funds in a fiduciary capacity and do not have any expenses or revenues that would be subject to appropriation under the Municipal Budget Act.

The above mentioned funds are not appropriated by the City of Bartlesville and where included in this report are done so in the interest of completeness and for the purpose of further analysis only. The *nonappropriated* funds and component units of the City of Bartlesville are listed below:

AGENCY FUNDS:

Utility Deposit Fund – The Utility Deposit Fund is used to account for deposits made by individuals who are using the utility services of the City of Bartlesville. This fund is not included in this budget document.

Municipal Court Bond Fund – The Municipal Court Bond Fund is used to account for municipal court bonds that are held for individuals who are awaiting court dates. This fund is not included in this budget document.

DISCRETELY PRESENTED COMPONENT UNITS:

Bartlesville Development Corporation – The Bartlesville Development Corporation was formed to develop, finance, and promote economic development activities. The City Council appoints three members of the Board of Directors, and the Bartlesville Area Chamber of Commerce appoints three members. These six members then appoint the final three members of the Board. The Bartlesville City Council reviews the Bartlesville Development Corporation's budget and also approves any incentive awards that are given to prospective or expanding businesses. The City funds this program with the ¼ cent sales tax that is dedicated to economic development. This fund is not included in this budget document.

Bartlesville Development Authority – The Bartlesville Development Authority was created to finance certain facilities for the purpose of promoting economic development in the City of Bartlesville and surrounding areas. This fund is not included in this budget document.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Description of Funds

(continued)

BLENDED COMPONENT UNITS:

Bartlesville Redevelopment Trust Authority – The Bartlesville Redevelopment Trust Authority (formerly known as the Bartlesville Downtown Trust Authority) was originally created to finance, develop, redevelop, restore, and beautify the downtown Bartlesville area. The Board of Trustees consists of six members appointed by the City Council and one City Council member. This fund is blended as a governmental fund for the purposes of the audited financial statements but is not included in this budget document.

Bartlesville History Museum Trust Authority – The Bartlesville History Museum Trust Authority was created to establish, improve, maintain, administer, and operate facilities for use as a history museum. The Board of Trustees consists of nine members, one of whom must be a member of the City Council. Trustees are appointed by the Mayor with the approval of the City Council. This fund is blended as a governmental fund for the purposes of the audited financial statements but is not included in this budget document.

Bartlesville Library Trust Authority – The Bartlesville Library Trust Authority was created to encourage, finance, and promote the Bartlesville Public Library. The City Council appoints all of the members of the Board of Trustees. The assets of the Trust are managed by City employees who furnish library services to the citizens. This fund is blended as a governmental fund for the purposes of the audited financial statements but is not included in this budget document.

Bartlesville Adult Center Trust Authority – The Bartlesville Adult Center Trust Authority was created to encourage, finance, and promote cultural and recreational activities for the older citizens of Bartlesville. The Board of Trustees consists of six members that are appointed by the City Council. This fund is blended as a governmental fund for the purposes of the audited financial statements but is not included in this budget document.

Bartlesville Community Center Trust Authority – The Bartlesville Community Center Trust Authority was created to develop, finance, and operate the Bartlesville Community Center for cultural and recreational activities for the citizens of Bartlesville and surrounding areas. The Board of Trustees consists of eight members that are appointed by the City Council and one City Council member. This fund is blended as a governmental fund for the purposes of the audited financial statements but is not included in this budget document.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Description of Funds

(continued)

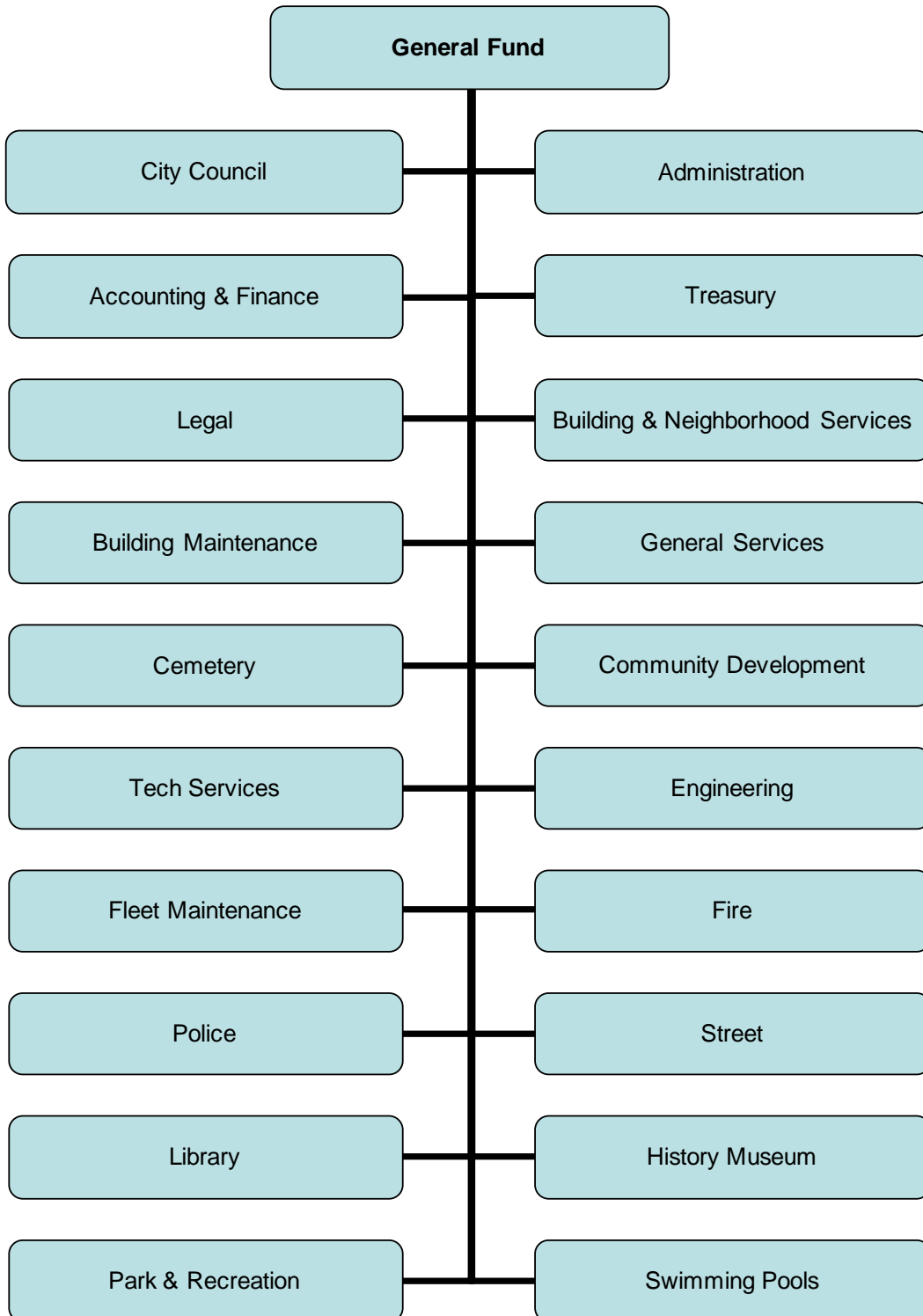
Bartlesville Municipal Authority – The Bartlesville Municipal Authority was created originally to finance projects and developments for the City’s water and wastewater utilities. The Authority’s purpose has recently been expanded to include financing of certain street projects. The formation of this Authority was necessary due to restrictions on a municipality’s ability to pledge revenues as collateral for debt. All water and wastewater revenues are originally recorded in this Authority, and the City’s water and wastewater utility operating funds are reimbursed for their operating expenses and transfers after all debt obligations have been met. The governing body of the Authority is the same as the City Council. The assets financed by the Authority are managed by the employees of the City. This fund is blended as a proprietary fund for the purposes of the audited financial statements and is included in this budget document in the interest of completeness and to facilitate further analysis of the overall financial condition of the City.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Fund Structure Charts

General Fund:



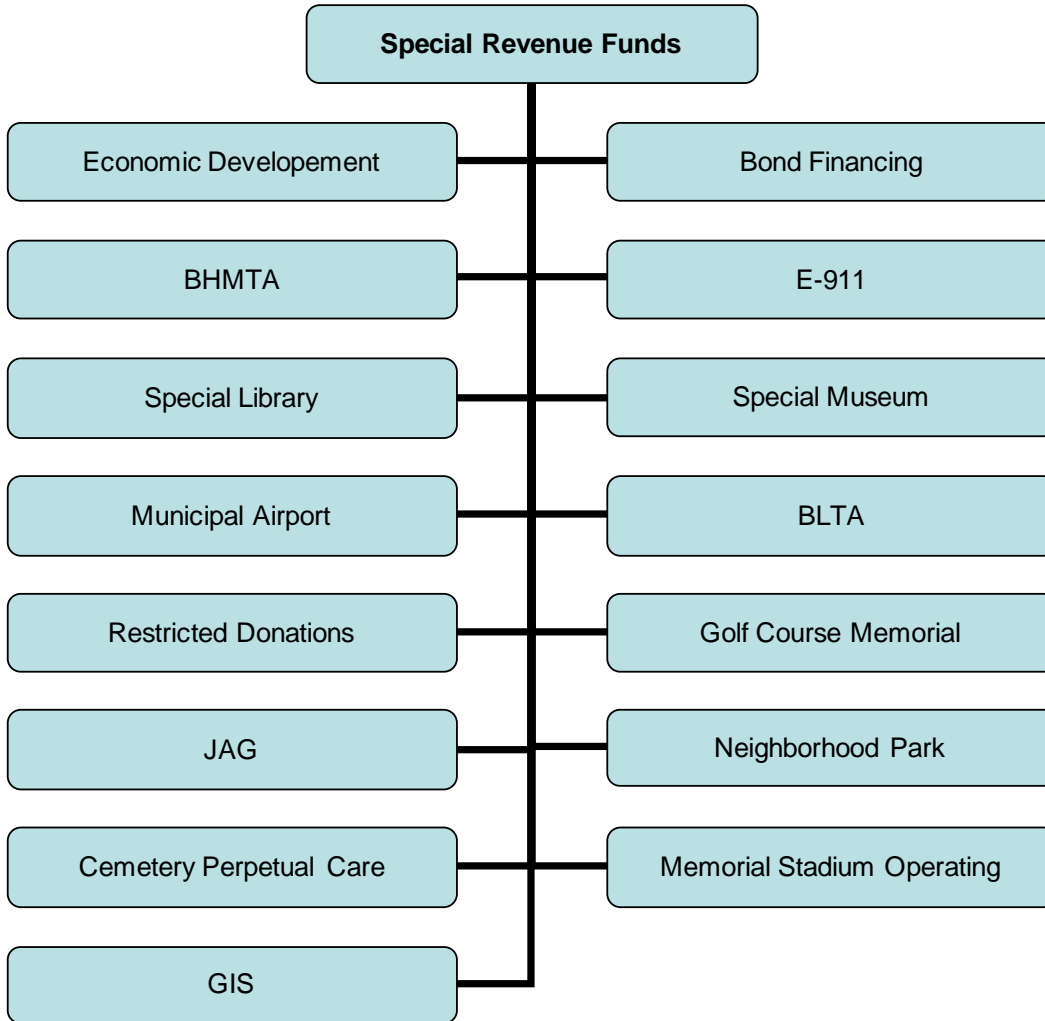
CITY OF BARTLESVILLE

2009-10-Operating Budget

Fund Structure Charts

(continued)

Special Revenue Funds:



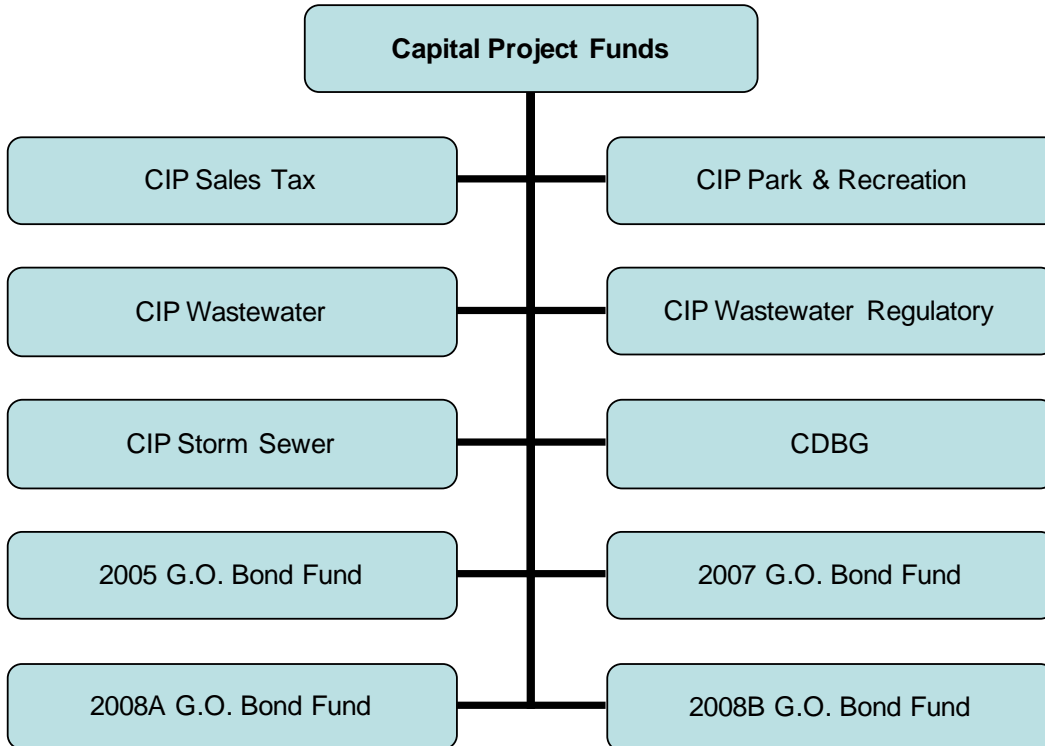
CITY OF BARTLESVILLE

2009-10-Operating Budget

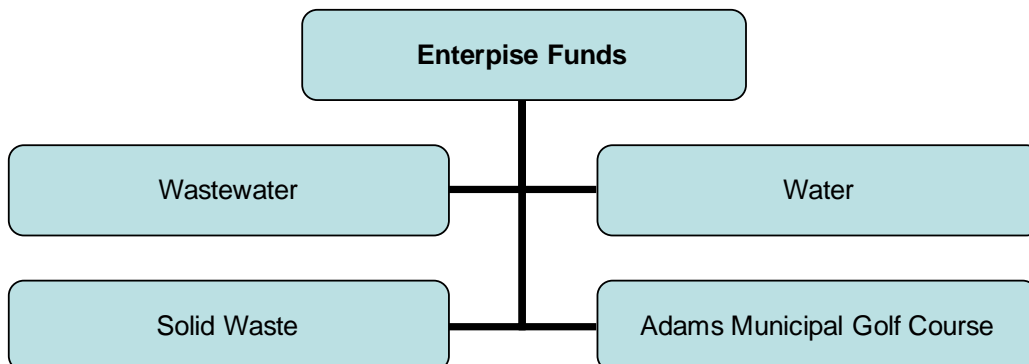
Fund Structure Charts

(continued)

Capital Project Funds:



Enterprise Funds:



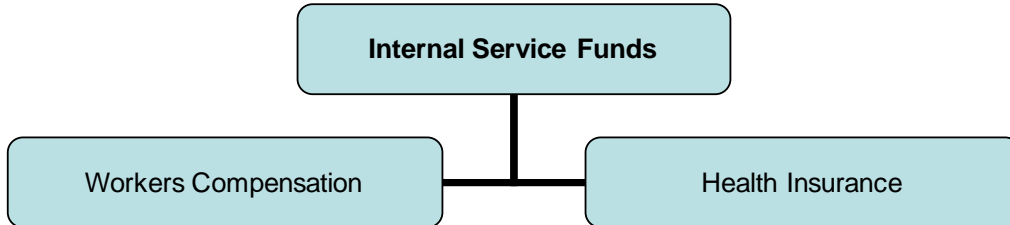
CITY OF BARTLESVILLE

2009-10-Operating Budget

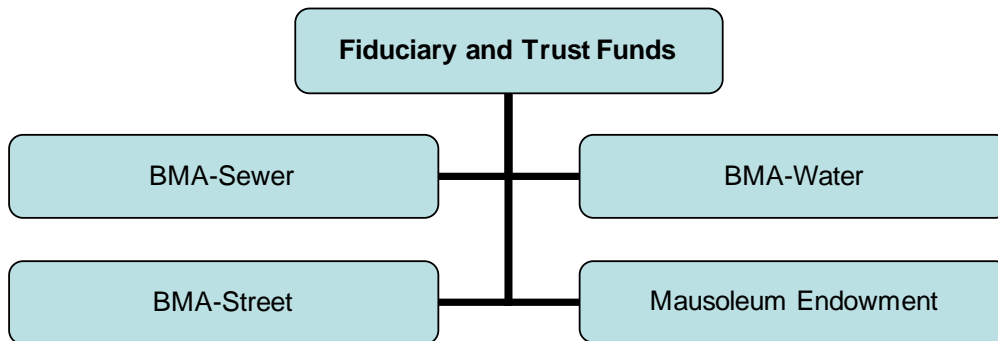
Fund Structure Charts

(continued)

Internal Service Funds:



Fiduciary and Trust Funds:



CITY OF BARTLESVILLE

2009-10-Operating Budget

Budget Calendar

<u>TARGET DATE</u>	<u>ACTIVITY</u>
March 2	Distribute Budget Preparation Packets to Directors
March 2	Directors verify personnel line estimates and requests for 2007-08
March 2 - April 6	Directors prepare budget requests and submit to Finance Director
April 13 - April 17	Directors Budget Meetings with City Manager
May 21	Submit Proposed 2008-09 Budget to City Council
May 26 - May 27	City Council Consideration of Budget
June 8	Publish Budget Summary and Notice of Public Hearing
June 15	Public Hearing on Budget as required by law
June 15	Budget Adoption (Legal Deadline is June 23)
June 30	Budget published and filed with State Auditor and City Clerk
July 1	New fiscal year begins

CITY OF BARTLESVILLE

2009-10-Operating Budget
Municipal Budget Act

§11-17-201. Short title.

This act may be cited as the “Municipal Budget Act”.

Laws 1979, c. 111, § 1. 0

§11-17-202. Purpose of act.

The purpose of this act is to provide an alternate budget procedure for municipal governments which will:

1. Establish standard and sound fiscal procedures for the adoption and administration of budgets;
2. Make available to the public and investors sufficient information as to the financial conditions, requirements and expectations of the municipal government; and
3. Assist municipal governments to improve and implement generally accepted standards of finance management.

Laws 1979, c. 111, § 2.

§11-17-203. Application of act.

This act shall apply to any incorporated city or town which, by resolution of the governing body, opts to come under and comply with all its provisions and requirements. Once a municipality has selected the Municipal Budget Act to govern its budget procedures, the provisions of this act shall take precedence over any other state laws applicable to municipal budgets, except as may be provided otherwise in this act, and supersede any conflicting laws. Any action of a municipal governing body to implement, rescind or repeal the application of the Municipal Budget Act shall be effective as of the beginning or end of a budget year pursuant to this act.

Laws 1979, c. 111, § 3.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Municipal Budget Act

(continued)

§11-17-204. Definitions.

As used in this act:

1. “Account” means an entity for recording specific revenues or expenditures, or for grouping related or similar classes of revenues and expenditures and recording them within a fund or department;
2. “Appropriated fund balance” means any fund balance appropriated for a fund for the budget year;
3. “Appropriation” means an authorization to expend or encumber revenues and fund balance of a fund;
4. “Budget” means a plan of financial operations for a fiscal year, including an estimate of proposed expenditures for given purposes and the proposed means for financing them;
5. “Budget summary” means a tabular listing of revenues by source and expenditures by fund and by department within each fund for the budget year;
6. “Budget year” means the fiscal year for which a budget is prepared or being prepared;
7. “Chief executive officer” means the mayor of an aldermanic city or a strong-mayor-council city, the mayor of a town, or the city manager or chief administrative officer as it may be defined by applicable law, charter or ordinance;
8. “Current year” means the year in which the budget is prepared and adopted, or the fiscal year immediately preceding the budget year;
9. “Deficit” means the excess of a fund's current liabilities and encumbrances over its current financial assets as reflected by its books of account;
10. “Department” means a functional unit within a fund which carries on a specific activity, such as a fire department or a police department within a general fund;
11. “Estimated revenue” means the amount of revenues estimated to be received during the budget year in each fund for which a budget is prepared;
12. “Fiscal year” means the annual period for reporting fiscal operations which begins and ends on dates as the Legislature provides or as provided by law;
13. “Fund” means an independent fiscal and accounting entity with a self-balancing set of accounts to record cash and other financial resources, together with all liabilities, which are segregated for the purpose of carrying on specific activities or attaining certain objectives;
14. “Fund balance” means the excess of a fund's current financial assets over its current liabilities and encumbrances, as reflected by its books of account;
15. “Governing body” means the city council of a city, the board of trustees of a town, or the legislative body of a municipality as it may be defined by applicable law or charter provision;

CITY OF BARTLESVILLE

2009-10-Operating Budget

Municipal Budget Act

(continued)

16. “Immediate prior fiscal year” means the year preceding the current year;
17. “Levy” means to impose ad valorem taxes or the total amount of ad valorem taxes for a purpose or entity;
18. “Operating reserve” means that portion of the fund balance which has not been appropriated in a budget year; and
19. “Municipality” means any incorporated city or town.

Added by Laws 1979, c. 111, § 4. Amended by Laws 1980, c. 226, § 2, emerg. eff. May 27, 1980; Laws 1995, c. 166, § 1, emerg. eff. May 4, 1995; Laws 2002, c. 98, § 1, eff. Nov. 1, 2002.

§11-17-205. Annual budget - Preparation and submission - Assistance of officers, employees and departments.

At least thirty (30) days prior to the beginning of each fiscal year, a budget for the municipality shall be prepared by the chief executive officer and submitted to the governing body. The chief executive officer may require any other officer or employee who is charged with the management or control of any department or office of the municipality to furnish estimates for the fiscal year covering estimated revenues and expenditures of the department or office on or before a date set by the chief executive officer.

Laws 1979, c. 111, § 5.

§11-17-206. Requirements and contents of budget.

A. The municipal budget shall present a complete financial plan for the municipality and shall present information necessary and proper to disclose the financial position and condition of the municipality and the revenues and expenditures thereof, both past and anticipated.

B. The budget shall contain a budget summary. It shall also be accompanied by a budget message which shall explain the budget and describe its important features. The budget format shall be as provided by the governing body in consultation with the chief executive officer. It shall contain at least the following in tabular form for each fund, itemized by department and account within each fund:

1. Actual revenues and expenditures for the immediate prior fiscal year;
2. Revenues and expenditures for the current fiscal year as shown by the budget for the current year as adopted or amended; and
3. Estimates of revenues and expenditures for the budget year.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Municipal Budget Act

(continued)

C. The estimate of revenues for any budget year shall include probable income by source which the municipality is legally empowered to collect or receive at the time the budget is adopted. The estimate shall be based on a review and analysis of past and anticipated revenues of the municipality. Any portion of the budget of revenues to be derived from ad valorem property taxation shall not exceed the amount of tax which is available for appropriation, as finally determined 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 must be shown as a disbursement from the one fund and as a receipt to the other fund.

D. Encumbrances for funds whose sole purpose is to account for grants and capital projects and/or any unexpended appropriation balances may be considered nonfiscal and excluded from the budget by the governing body, but shall be reappropriated to the same funds, accounts and for the same purposes for the successive fiscal year, unless the grant, project or purpose is designated or declared closed or completed by the governing body.

Added by Laws 1979, c. 111, § 6. Amended by Laws 2002, c. 98, § 2, eff. Nov. 1, 2002; Laws 2002, c. 440, § 1, eff. Nov. 1, 2002.

§11-17-207. Monies received and expended must be accounted for by fund or account.

Any monies received or expended by a municipality must be accounted for by fund and account. Each municipality shall adopt an appropriation for the general fund and for all other funds established by the governing body pursuant to the provisions of Section 17-212 of this title. The municipal governing body shall determine the needs of the municipality for sinking fund purposes, pursuant to the provisions of Section 431 of Title 62 of the Oklahoma Statutes, Section 3017 of Title 68 of the Oklahoma Statutes, and Section 28 of Article 10 of the Oklahoma Constitution, and include these requirements in the debt service fund budget for the budget year.

Added by Laws 1979, c. 111, § 7. Amended by Laws 1984, c. 146, § 1, operative July 1, 1984; Laws 1991, c. 124, § 6, eff. July 1, 1991; Laws 2002, c. 98, § 3, eff. Nov. 1, 2002.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Municipal Budget Act

(continued)

§11-17-208. Public hearing on proposed budget - Notice - Copies of proposed budget.

The municipal governing body shall hold a public hearing on the proposed budget no later than fifteen (15) days prior to the beginning of the budget year. Notice of the date, time and place of the hearing, together with the proposed budget summary, shall be published in a newspaper of general circulation in the municipality not less than five (5) days before the date of the hearing. The municipal clerk shall make available a sufficient number of copies of the proposed budget as the governing body shall determine and have them available for review or for distribution or sale at the office of the municipal clerk. Whenever the total operating budget, not including debt service, does not exceed Twelve Thousand Dollars (\$12,000.00) per year, the proposed budget summary and notice may be posted at the governing body's principal headquarters in lieu of publication in a newspaper. At the public hearing on the budget any person may present to the governing body comments, recommendations or information on any part of the proposed budget.

Laws 1979, c. 111, § 8.

§11-17-209. Adoption of budget - Filing - Effective period - Use of appropriated funds - Levying tax.

A. After the hearing and at least seven (7) days prior to the beginning of the budget year, the governing body shall adopt the budget by resolution, or as any charter may require, at the level of classification as defined in Section 17-213 of this title. The governing body may add or increase items or delete or decrease items in the budget. In all cases the proposed expenditures shall not exceed the estimated revenues and appropriated fund balance for any fund.

B. The adopted budget shall be transmitted to the State Auditor and Inspector within thirty (30) days after the beginning of the fiscal year of the municipality and one copy shall be kept on file in the office of the municipal clerk. A copy of the municipality's sinking fund requirements shall be filed with the excise board of the county or counties in which the municipality is located.

C. The adopted budget shall be in effect on and after the first day of the fiscal year to which it applies. The budget as adopted and filed with the State Auditor and Inspector shall constitute an appropriation for each fund, and the appropriation thus made shall not be used for any other purpose except as provided by law.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Municipal Budget Act

(continued)

D. At the time required by law, the county excise board shall levy the taxes necessary for the municipality's sinking fund for the budget year pursuant to Section 431 of Title 62 of the Oklahoma Statutes.

Added by Laws 1979, c. 111, § 9. Amended by Laws 1991, c. 124, § 7, eff. July 1, 1991; Laws 2002, c. 98, § 4, eff. Nov. 1, 2002.

§11-17-210. Protests - Failure to protest - Examination of filed budget.

Within fifteen (15) days after the filing of any municipal budget with the State Auditor and Inspector, any taxpayer may file protests against any levy of ad valorem taxes for creating sinking funds in the manner provided by this section and Sections 24104 through 24111 of Title 68 of the Oklahoma Statutes. The fifteen-day protest period begins upon the date the budget is received in the Office of the State Auditor and Inspector. After receipt of a taxpayer protest, the State Auditor and Inspector shall transmit by certified mail one copy of each protest to the municipal clerk, and one copy of each protest to the county treasurer and the excise board of each county in which the municipality is located. The taxpayer shall specify the grounds upon which the protest is based. Any protest filed by any taxpayer shall inure to the benefit of all taxpayers. Provided, the provisions of this section shall not delay any budget expenditures of a municipality if the amount of revenue from the ad valorem tax levy which is deposited in the municipal general fund is less than five percent (5%) of the total revenue accruing to the municipal general fund during the prior fiscal year.

If no protest is filed by any taxpayer within the fifteen-day period, the budget and any appropriations thereof shall be deemed legal and final until amended by the governing body or the county excise board as authorized by law. Taxpayers shall have the right at all reasonable times to examine the budget on file with the municipal clerk or the State Auditor and Inspector for the purpose of filing protests in accordance with this section and Sections 24104 through 24111 of Title 68.

Laws 1979, c. 111, § 10, eff. Oct. 1, 1979; Laws 1980, c. 226, § 3, emerg. eff. May 27, 1980; Laws 1991, c. 124, § 8, eff. July 1, 1991.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Municipal Budget Act

(continued)

§11-17-211. Expenditure of funds - Balances to be carried forward - Unlawful acts and liability therefore.

A. No expenditure may be incurred or made by any officer or employee which exceeds the fund balance for any fund. Any fund balance remaining in a fund at the end of the fiscal year shall be carried forward to the credit of the fund for the next fiscal year. No expenditure may be authorized or made by any officer or employee which exceeds the appropriation of any fund.

B. It shall be unlawful for any officer or employee of the municipality in any budget year:

1. To create or authorize creation of a deficit in any fund; or
2. To authorize, make or incur expenditures in excess of ninety percent (90%) of the appropriation for any fund of the budget as adopted or amended until revenues received, including the prior fiscal year's fund balance carried forward, totals an amount equal to at least ninety percent (90%) of the appropriation for the fund. Expenditures may then be made and authorized so long as any expenditure does not exceed any fund balance.

C. Any obligation that is contracted or authorized by any officer or employee in violation of this act shall become the obligation of the officer or employee himself and shall not be valid or enforceable against the municipality. Any officer or employee who violates this act shall forfeit his office or position and shall be subject to such civil and criminal punishments as are provided by law. Any obligation, authorization for expenditure or expenditure made in violation of this act shall be illegal and void.

Added by Laws 1979, c. 111, § 11. Amended by Laws 1991, c. 124, § 9, eff. July 1, 1991; Laws 1992, c. 371, § 2, eff. July 1, 1992; Laws 2002, c. 98, § 5, eff. Nov. 1, 2002.

§11-17-212. Funds - Establishment - Kinds.

A municipality shall establish funds consistent with legal and operating requirements. Each municipality shall maintain according to its own needs some or all of the following funds or ledgers in its system of accounts:

CITY OF BARTLESVILLE

2009-10-Operating Budget

Municipal Budget Act

(continued)

1. A general fund, to account for all monies received and disbursed for general municipal government purposes, including all assets, liabilities, reserves, fund balances, revenues and expenditures which are not accounted for in any other fund or special ledger account. All monies received by the municipality under the motor fuel tax or under the motor vehicle license and registration tax and earmarked for the street and alley fund may be deposited in the general fund and accounted for as a “street and alley account” within the general fund. Expenditures from this account shall be made as earmarked and provided by law. All references to the street and alley fund or to the special fund earmarked for state-shared gasoline and motor vehicle taxes may mean the street and alley account provided in this section;

2. Special revenue funds, as required, to account for the proceeds of specific revenue sources that are restricted by law to expenditures for specified purposes;

3. Debt service fund, which shall include the municipal sinking fund, established to account for the retirement of general obligation bonds or other long-term debt and payment of interest thereon and judgments as provided by law. Any monies pledged to service general obligation bonds or other long-term debt must be deposited in the debt service fund;

4. Capital project funds, to account for financial resources segregated for acquisition, construction or other improvement related to capital facilities other than those accounted for in enterprise funds and nonexpendable trust funds;

5. Enterprise funds, to account for each utility or enterprise or other service, other than those operated as a department of the general fund, where the costs are financed primarily through user charges or where there is a periodic need to determine revenues earned, expenses incurred or net income for a service or program;

6. Trust and agency funds, to account for assets held by the municipality as trustee or agent for individuals, private organizations or other governmental units or purposes, such as a retirement fund or a cemetery perpetual care fund;

7. Internal service funds, to account for the financing of goods or services provided by one department or agency of the municipality to another department or agency, or to another government, on a cost reimbursement basis;

8. A ledger or group of accounts in which to record the details relating to the general fixed assets of the municipality;

9. A ledger or group of accounts in which to record the details relating to the general bonds or other long-term debt of the municipality; or

10. Such other funds or ledgers as may be established by the governing body.

Laws 1979, c. 111, § 12; Laws 1991, c. 124, § 10, eff. July 1, 1991.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Municipal Budget Act

(continued)

§11-17-213. Funds - Classification of revenues and expenditures.

Each fund shall be made up of accounts for classifying revenues and expenditures. Revenues shall be classified separately by source. Expenditures shall be departmentalized within each fund and shall be classified into at least the following accounts:

1. Personal services, which may include expenses for salaries, wages, per diem or other compensation, fees, allowances or reimbursement for travel expenses, and related employee benefits, paid to any officer or employee for services rendered or for employment. Employee benefits may include employer contributions to a retirement system, insurance, sick leave, terminal pay or similar benefits;

2. Materials and supplies, which may include articles and commodities which are consumed or materially altered when used, such as office supplies, operating supplies and repair and maintenance supplies, and all items of expense to any person, firm or corporation rendering a service in connection with repair, sale or trade of such articles or commodities;

3. Other services and charges, which may include all current expenses other than those listed in paragraphs 1, 2, 4, 5 or 6 of this section, such as services or charges for communications, transportation, advertising, printing or binding, insurance, public utility services, repairs and maintenance, rentals, miscellaneous items and all items of expenses to any person, firm or corporation rendering such services;

4. Capital outlays, which may include outlays which result in acquisition of or additions to fixed assets which are purchased by the municipality, including machinery and equipment, furniture, land, buildings, improvements other than buildings, and all construction, reconstruction, appurtenances or improvements to real property accomplished according to the conditions of a contract;

5. Debt service, which may include outlays in the form of debt principal payments, periodic interest payments, or related service charges for benefits received in part in prior fiscal periods as well as in current and future fiscal periods; and

6. Fund transfers, which may include permanent transfers of resources from one fund to another.

Added by Laws 1979, c. 111, § 13. Amended by Laws 1991, c. 124, § 11, eff. July 1, 1991; Laws 2002, c. 98, § 6, eff. Nov. 1, 2002.

§11-17-214. Funds - Operating reserve.

A municipality may create an operating reserve for the purpose of providing a fund or reserve out of which to meet emergency expenditures.

Laws 1979, c. 111, § 14.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Municipal Budget Act

(continued)

§11-17-215. Transfer of unexpended or unencumbered appropriation - Limitations on encumbrances or expenditures.

A. The chief executive officer, or designee, as authorized by the governing body, may transfer any unexpended and unencumbered appropriation or any portion thereof from one department to another within the same fund; except that no appropriation for debt service or other appropriation required by law or ordinance may be reduced below the minimums required.

B. Any fund balance in an enterprise fund of the municipality may be transferred to another fund of the municipality as authorized by the governing body. Other interfund transfers may be made only as adopted or amended according to Section 17-206 or 17-216 of this title.

C. Whenever the necessity for maintaining any fund of a municipality has ceased to exist and a balance remains in the fund, the governing body may authorize the transfer of the balance to the general fund or any other designated fund, unless otherwise provided by law.

D. No encumbrance or expenditure may be authorized or made by any officer or employee which exceeds the available appropriation for each department within a fund.

Added by Laws 1979, c. 111, § 15. Amended by Laws 1980, c. 226, § 4, emerg. eff. May 27, 1980; Laws 1991, c. 124, § 12, eff. July 1, 1991; Laws 2002, c. 98, § 7, eff. Nov. 1, 2002.

§11-17-216. Supplemental appropriations to funds - Amendment of budget.

A. The governing body may amend the budget to make supplemental appropriations to any fund up to the amount of additional revenues which are available for current expenses for the fund due to:

1. Revenues received or to be received from sources not anticipated in the budget for that year;

2. Revenues received or to be received from anticipated sources but in excess of the budget estimates therefore; or

3. Unexpended and unencumbered fund balances on hand at the end of the preceding fiscal year which had not been anticipated or appropriated in the budget. Any appropriation authorizing the creating of an indebtedness shall be governed by the applicable provisions of Article 10 of the Oklahoma Constitution.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Municipal Budget Act

(continued)

B. If at any time during the budget year it appears probable that revenues available will be insufficient to meet the amount appropriated, or that due to unforeseen emergencies there is temporarily insufficient money in a particular fund to meet the requirements of appropriation for the fund, the governing body shall take action as it deems necessary. For that purpose, it may amend the budget to reduce one or more appropriations or it may amend the budget to transfer money from one fund to another fund, but no appropriation for debt service may be reduced and no appropriation may be reduced by more than the amount of the unencumbered and unexpended balance thereof. No transfer shall be made from the debt service fund to any other fund except as may be permitted by the terms of the bond issue or applicable law.

C. A budget amendment as provided in this section authorizing supplemental appropriations or a decrease in the total appropriation of funds shall be adopted at a meeting of the governing body and filed with the municipal clerk and the State Auditor and Inspector.

Added by Laws 1979, c. 111, § 16. Amended by Laws 1991, c. 124, § 13, eff. July 1, 1991; Laws 2002, c. 98, § 8, eff. Nov. 1, 2002.

FINANCIAL SUMMARY



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CITY OF BARTLESVILLE
2009-10-Operating Budget
Description of Major Revenue Sources

The City of Bartlesville only uses recurring revenue sources to budget for continuing operational services. One time and limited use revenue sources are budgeted strictly for the project or projects for which they will be received. Examples of one time and restricted use revenues are Federal Capital Grants, General Obligation Bond proceeds, other debt proceeds, sale of property, etc. These revenues are budgeted only when their availability is certain and only for the intended use.

Recurring revenues are revenues that the City receives periodically. The amounts are not usually known in advance and some estimation is required for budget purposes. Examples of recurring revenues are sales tax, ad valorem tax, franchise fees, utility revenues, investment revenues, court fees and fines, etc. A listing of the recurring external revenue sources for the fiscal years 2003-04 to 2008-09 is presented below.

<u>REVENUE SOURCE</u>	<u>TOTAL</u>	<u>AVERAGE</u>	<u>AVERAGE %</u>
General Sales Tax	71,881,625	14,376,325	38.0%
Water Utility Fees	38,567,696	7,713,539	20.4%
Sanitation Utility Fees	16,859,302	3,371,860	8.9%
Wastewater Utility Fees	15,240,411	3,048,082	8.1%
Ad Valorum	12,603,598	2,520,720	6.7%
Franchise Fees	7,768,531	1,553,706	4.1%
Fees (Other Than Utilities)	7,402,375	1,480,475	3.9%
Investment Earnings	5,855,687	1,171,137	3.1%
Court Fines & Fees	4,037,905	807,581	2.1%
Hotel/Motel	1,831,599	366,320	0.9%
E911	1,552,720	310,544	0.8%
Licenses & Permits	1,336,494	267,299	0.7%
County Motor Vehicle Tax	1,233,985	246,797	0.7%
Donations	943,828	188,766	0.5%
Cigarette Tax	730,858	146,172	0.4%
Miscellaneous	654,335	130,867	0.3%
State Alcohol Tax	388,178	77,636	0.2%
Fuel Tax	353,925	70,785	0.2%
TOTAL	<u>189,243,052</u>	<u>37,848,611</u>	<u>100.0%</u>

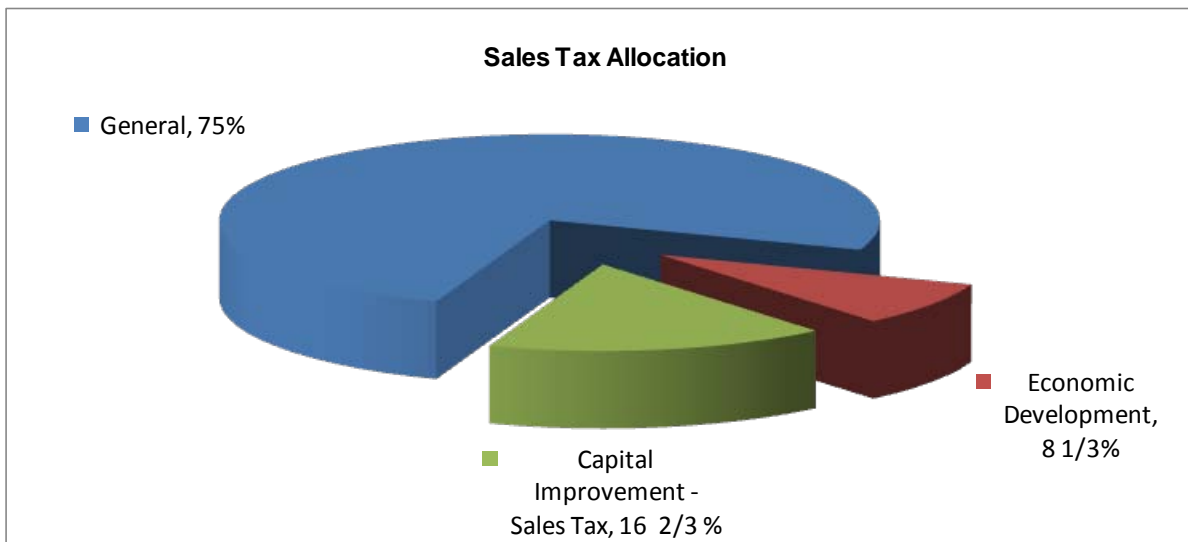
These revenue sources are used in conjunction with the residual fund equities to determine the amount available for operations. The top five revenue sources on average make up 82.1% of the total external recurring revenue used by the City to fund its operations. An analysis of these major sources of recurring revenue is presented in the following sections.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Description of Major Revenue Sources
 (continued)

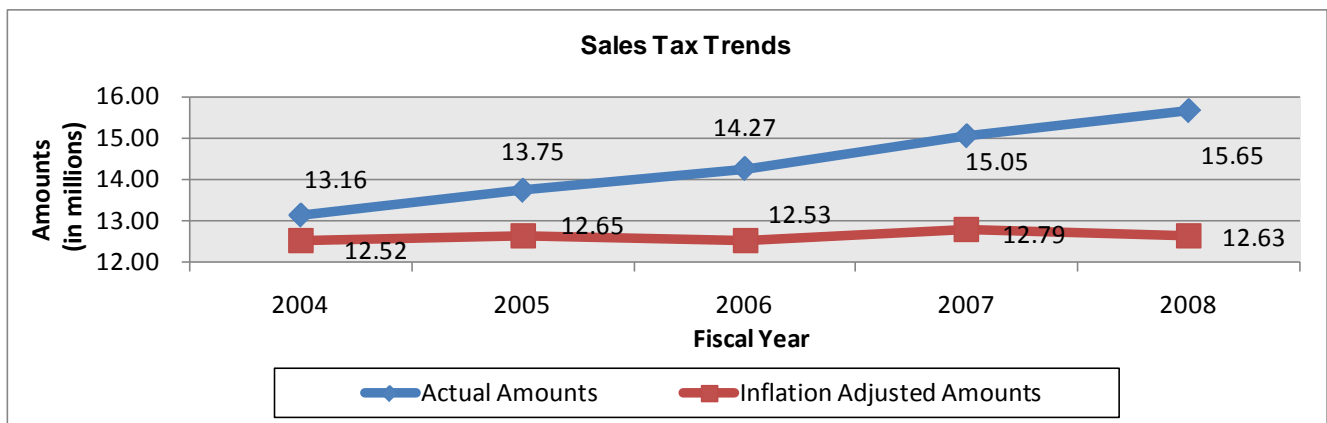
(All amounts in the following sections for the fiscal year 2008-09 consist of actual amounts as of March 31, 2009 projected to June 30, 2009.)

SALES TAX

The 3% municipal sales tax has been and continues to be Bartlesville’s largest source of recurring revenue, accounting for, on average, 38% of the City’s recurring external revenues. Sales taxes are divided between the General Fund (75%), Economic Development Fund (8 1/3 %), and the Capital Improvements: Sales Tax Fund (16 2/3 %).



After several years of nearly flat growth, sales tax receipts have begun to show a slight increase. Although, when adjusted for inflation, the amount of growth from 2007 to 2008 (the last nonestimated year) is actually a 1.2% decrease as opposed to the 2% growth indicated by the unadjusted amounts.



CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Description of Major Revenue Sources
 (continued)

The City of Bartlesville uses a historical trend analysis approach adjusted for known factors to estimate its sales tax revenue. The trend analysis approach uses the average percentage increases from year to year, adjusted for known factors, to determine the estimated increase in revenues for the coming budget year. The trend analysis for sales tax is summarized below.

**Sales Tax Revenue Estimate
 Trend Analysis Method**

<u>Fiscal Year</u>	<u>Amount</u>	<u>Percent Increase</u>
2005	13,752,060	
2006	14,274,721	3.80%
2007	15,049,611	5.43%
2008	15,646,299	3.96%
2009	15,957,265	1.99%
Total	<u>74,679,956</u>	<u>15.18%</u>
Average	<u>14,935,991</u>	<u>3.80%</u>

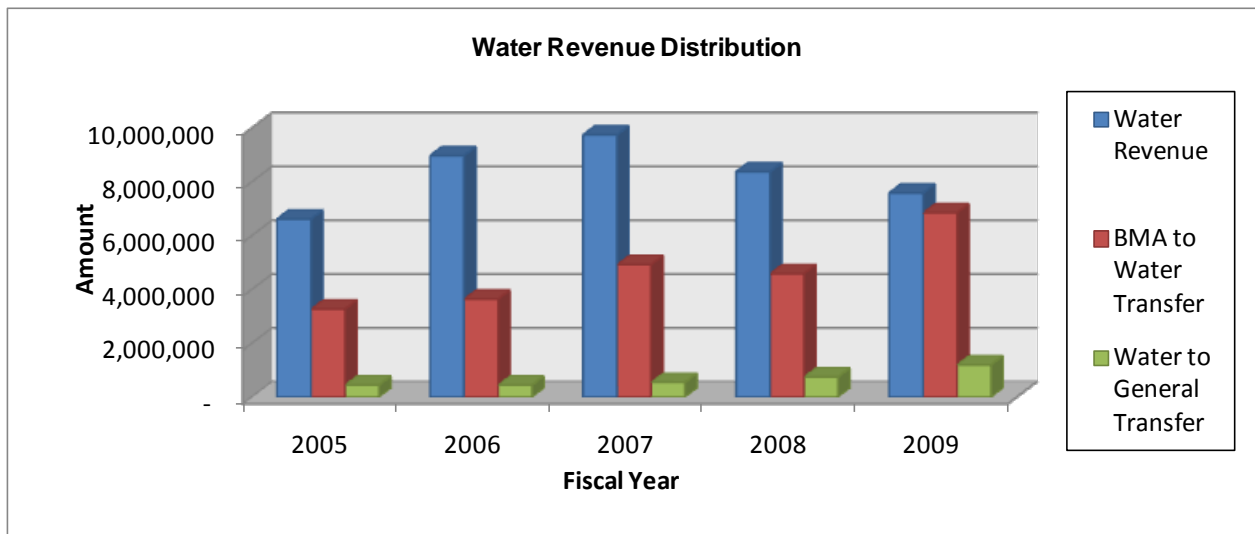
The preceding trend analysis accounts solely for historic amounts and disregards current and anticipated economic factors that could significantly influence the amount of sales tax growth. It is the policy of the City of Bartlesville to examine historical trends, but to also weigh heavily the most recent factors. The most significant factor that is anticipated to affect sales tax revenues well into the foreseeable future is the continuing recession. At this point last year, the large scale issues that presaged the current recession had not greatly affected our local economy. However, as was predicted last year, this is no longer the case. The City of Bartlesville has begun to feel the impact of the larger economic slowdown and has experienced several months of consistent sales tax declines. In keeping with the City's policy of conservative revenue projections, the calculated sales tax growth of 3.8% has been modified to reflect a 2.5% decrease, a level considered more realistic in relation to existing economic factors and the City's most recent sales tax revenue experiences.

After applying the estimated negative growth factor of 2.5% to the projected fiscal year 2008-2009 sales tax revenues, the amount of sales tax revenue to be budgeted for fiscal year 2009-2010 is \$15,558,333. This amount will be available to the following funds based on the percentages previously discussed. The General Fund will receive \$11,668,749, the Capital Improvement – Sales Tax Fund will receive \$2,593,116, and the Economic Development Fund will receive \$1,296,468.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Description of Major Revenue Sources
 (continued)

WATER UTILITY REVENUES

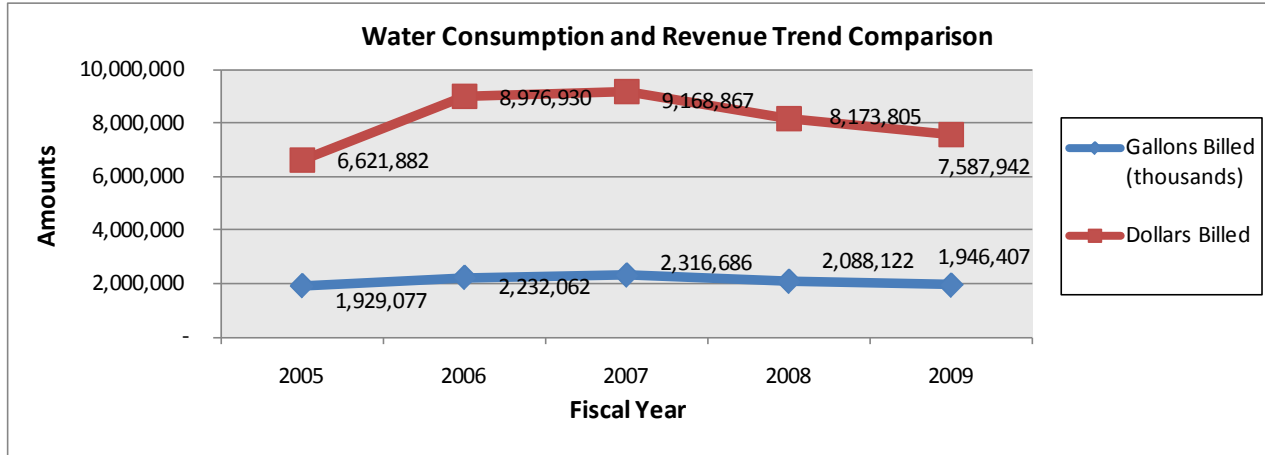
The revenues received from the City of Bartlesville’s water utilities are the City’s second largest source of revenue, accounting for, on average, 20.4% of all external recurring revenues. These revenues are pledged to provide debt service on a portion of the Bartlesville Municipal Authority’s (“BMA”) debt, and are therefore recorded initially in the BMA. This is still an important source of revenue to the City however, since the amount needed to fund the operations of the City’s water utility is transferred back to the water utility fund. From there, the revenues are used to fund the operation, maintenance, and improvement of the City’s water utility and also to provide operating transfers to the City’s General Fund. The relationship between water revenues and operating transfers is shown below in graphic form.



The City’s water rates have undergone several major changes between fiscal years 2002-03 and 2004-05. The City imposed a 25% annual increase on all water rates during that period. These increases were done gradually and systematically to prepare for the increased revenue demands related to the debt service requirements for the new water plant.

The City estimates water utility revenues by again using a historical trend analysis approach adjusted for known factors, but the trend analysis is performed on the revenue base rather than the actual revenue itself. This approach is used to eliminate the effect of rate changes and other revenue variables that can skew the trend. The revenue base used to determine the trend for water revenues is water consumption billed.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Description of Major Revenue Sources
 (continued)



**Water Utility Revenue Estimate
 Trend Analysis Method**

Fiscal Year	Gallons Billed (thousands)	Percent Increase (Decrease)	Dollars Billed	Percent Increase (Decrease)
2005	1,929,077		6,621,882	
2006	2,232,062	15.71%	8,976,930	35.56%
2007	2,316,686	3.79%	9,168,867	2.14%
2008	2,088,122	(9.87%)	8,173,805	(10.85%)
2009	1,946,407	(6.79%)	7,587,942	(7.17%)
Total	10,512,354	2.84%	40,529,426	19.68%
Average	2,102,471	0.71%	8,105,885	4.92%

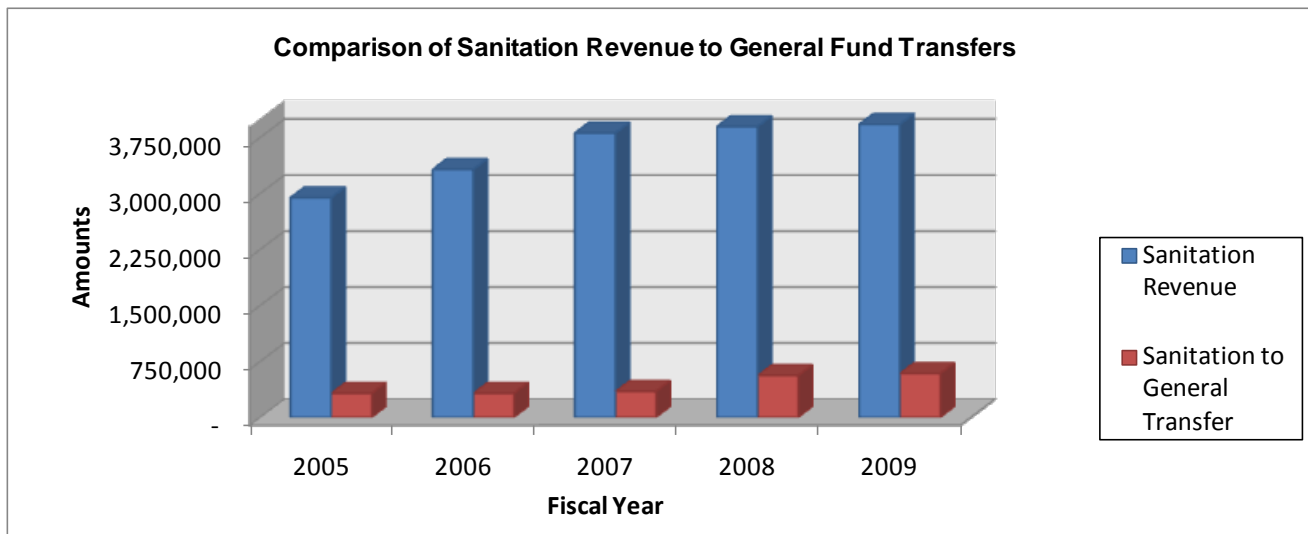
The City of Bartlesville has experienced a combination of events in the fiscal years 2007-08 and 2008-09 that negatively impacted the City's water customers' water usage. The two main factors were significant rain events in both fiscal years, some of which resulted in severe flooding during the City's highest water use periods, and a series of water treatment plant malfunctions that led to voluntary water use restrictions. As such, we consider the results from fiscal year 2007-08 and 2008-09 to be nearly the worst possible scenario. However, given the current short term trend of deepening declines, we have chosen to conservatively estimate water usage for fiscal year 2009-10 by modifying the trend indicated increase of 0.71% to a decrease of 2.00% in usage.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Description of Major Revenue Sources
 (continued)

The negative growth factor of 2% was applied to the projected 2008-09 fiscal year water usage to calculate the estimated revenue base of 1,907,227,479 gallons. This amount was multiplied by the current rate that will still be in effect as of July 1, 2009. The resulting amount of \$7,451,437 is the estimated water utility revenue for the City of Bartlesville.

SANITATION UTILITY REVENUE

The City of Bartlesville also operates a sanitation utility for the purpose of collecting and disposing of solid waste. The fees derived from the sanitation utility are used to operate, maintain, and improve the sanitation utility and are also used to fund the City’s General Fund with operating transfers. This source of revenue accounts for, on average, 8.9% of all external recurring revenues; which makes it the third largest source of revenue for the City.

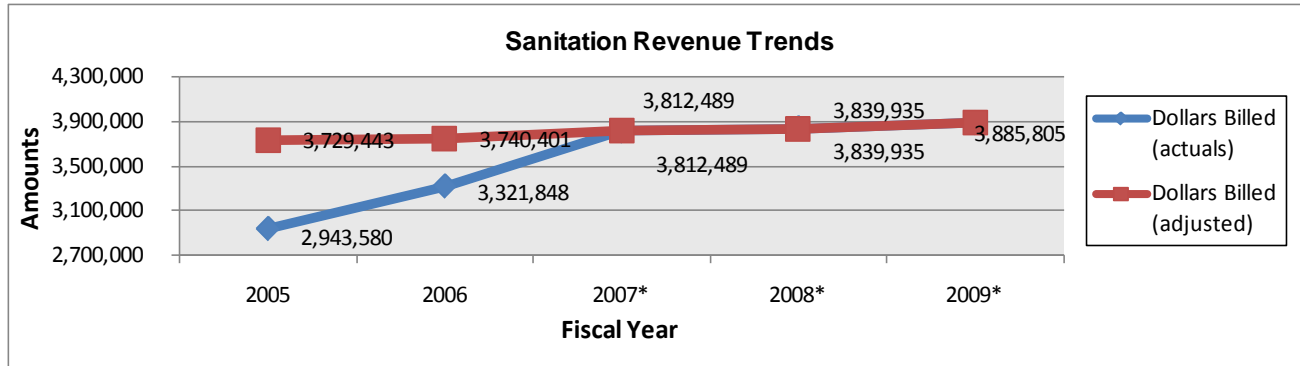


The only rate increases in sanitation rates during the period between fiscal years 2002-03 and 2006-07 occurred at the beginning of the 2005-06 and 2006-07 fiscal years. The rate increases were done in varying steps to the different billing classes. The rate increase resulted in an average increase of 11.17% for 2005-2006 and 12.6% for 2006-2007 per utility account billed.

The City of Bartlesville uses a trend analysis approach to estimate its sanitation revenue. The trend analysis approach uses the average percentage increases from year to year, adjusted for known factors, to determine the estimated increase in revenues for the coming budget year. The trend analysis for sanitation fees is summarized below. The only known major factor that was adjusted for in this trend was the rate increases discussed above.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Description of Major Revenue Sources
 (continued)

Amounts prior to the 2006-07 fiscal year were inflated as if the rate increases had been in effect at that time.



**Sanitation Utility Revenue Estimate
 Trend Analysis Method**

<u>Fiscal Year</u>	<u>Dollars Billed (actuals)</u>	<u>Percent Increase (Decrease)</u>	<u>Dollars Billed (adjusted)</u>	<u>Percent Increase (Decrease)</u>
2005	2,943,580		3,729,443	
2006	3,321,848	12.85%	3,740,401	0.29%
2007*	3,812,489	14.77%	3,812,489	1.93%
2008*	3,839,935	0.72%	3,839,935	0.72%
2009*	3,885,805	1.19%	3,885,805	1.19%
Total	17,803,657	29.53%	19,008,073	4.13%
Average	3,560,731	7.38%	3,801,615	1.03%

* The Dollars Billed actuals and adjusted columns are the same for this year, since the rate increase was in effect for the entire fiscal year.

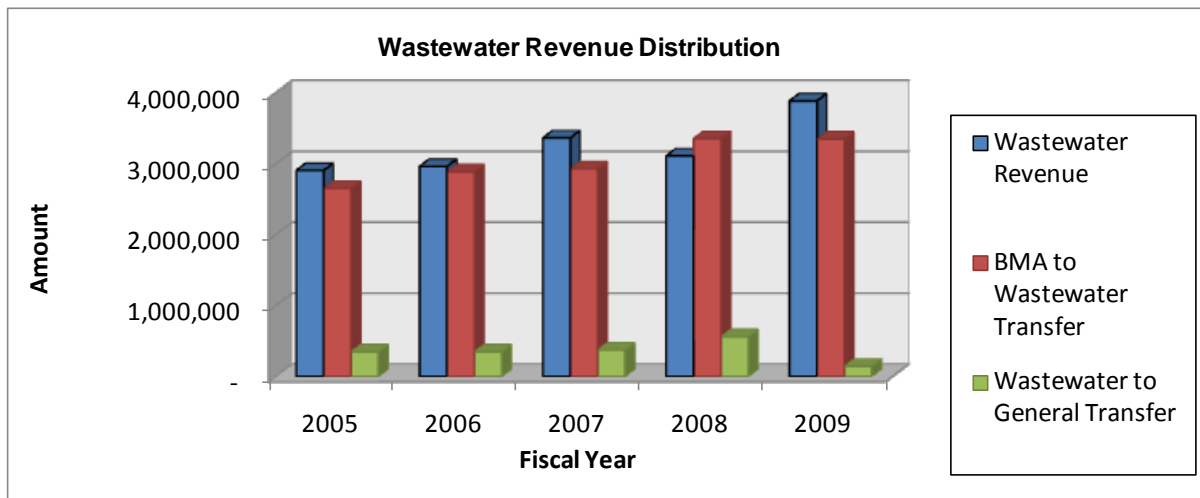
The trend analysis performed above indicates that revenue growth in sanitation revenues has been relatively small until the 2005-06 and 2006-07 fiscal years. The growth in these two fiscal years can actually be attributed almost entirely to the rate increases. The amounts adjusted to assume that the rate increases have been in effect for the entire five year period show only moderate increases for these years. The resulting average increase of 1.03% has been applied to the 2009-10 fiscal year sanitation revenues resulting in an estimate of \$3,925,440.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Description of Major Revenue Sources
 (continued)

WASTEWATER UTILITY REVENUES

The revenues received from the City of Bartlesville’s wastewater utilities are the City’s fourth largest source of revenue, accounting for, on average, 8.1% of all external recurring revenues. Similar to the water utility revenues, these revenues have been pledged to provide debt service on a portion of the Bartlesville Municipal Authority’s (“BMA”) debt since fiscal year 2003-04, and therefore, during this period, were recorded initially in the BMA.

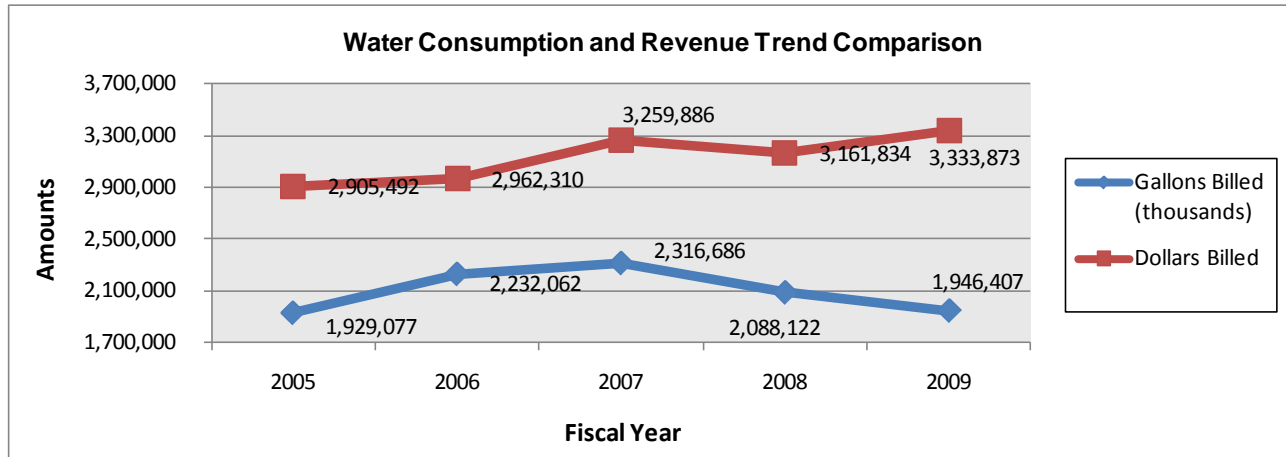
The amounts needed to fund the operations of the City’s wastewater utility are transferred back to the City operated wastewater utility fund. From there, the revenues are used to fund the operation, maintenance, and improvement of the City’s wastewater utility and also to provide operating transfers to the City’s General Fund. The relationship between wastewater revenues and operating transfers is shown below in graphic form.



The City’s wastewater utility rates have been changed twice between 2002-03 and 2006-07. There was a 6% rate increase on all sewer related rates that was imposed July 1, 2003 and a 10% increase in 2006-07. The City will also implement the first of a series of planned increases effective July 1, 2009. This increase will be for an estimated 7%, and it is anticipated that the City will need to implement another similar 7% rate increase effective July 1, 2010 to offset the increased costs of operations and debt services.

The City estimates wastewater utility revenues by using the same trend analysis approach and revenue base that it uses to estimate the water utility revenues, since gallons of water consumed is the basis for wastewater and water billings.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Description of Major Revenue Sources
 (continued)



**Sewer Utility Revenue Estimate
 Trend Analysis Method**

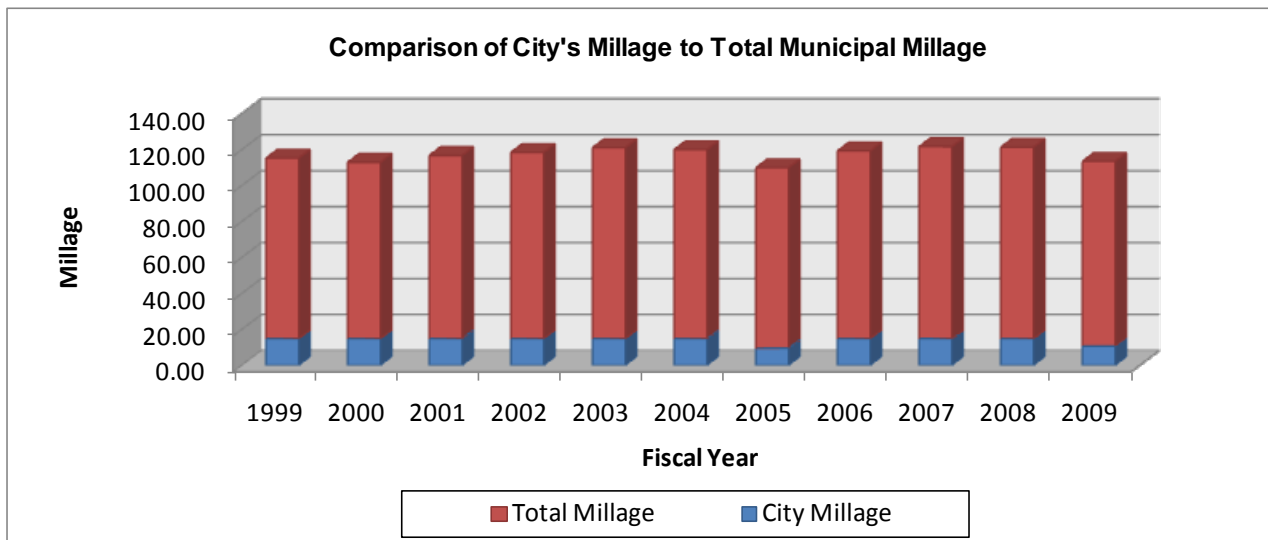
<u>Fiscal Year</u>	<u>Gallons Billed (thousands)</u>	<u>Percent Increase (Decrease)</u>	<u>Dollars Billed</u>	<u>Percent Increase (Decrease)</u>
2005	1,929,077		2,905,492	
2006	2,232,062	15.71%	2,962,310	1.96%
2007	2,316,686	3.79%	3,259,886	10.05%
2008	2,088,122	(9.87%)	3,161,834	(3.01%)
2009	1,946,407	(6.79%)	3,333,873	5.44%
Total	<u>10,512,354</u>	<u>2.84%</u>	<u>15,623,395</u>	<u>14.44%</u>
Average	<u>2,102,471</u>	<u>0.71%</u>	<u>3,124,679</u>	<u>3.61%</u>

As discussed above, the City of Bartlesville experienced a significant downturn in billed water usage due to several factors. The same negative growth factor of 2% that was used for water revenues was applied to the wastewater usage. For the budget year 2009-10, this negative growth factor of 2% was applied to the 2008-09 fiscal year water usage to calculate the estimated wastewater revenue base of 1,907,227,479 gallons. The resulting amount of \$3,490,114 is the estimated wastewater utility revenue for the City of Bartlesville.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Description of Major Revenue Sources
 (continued)

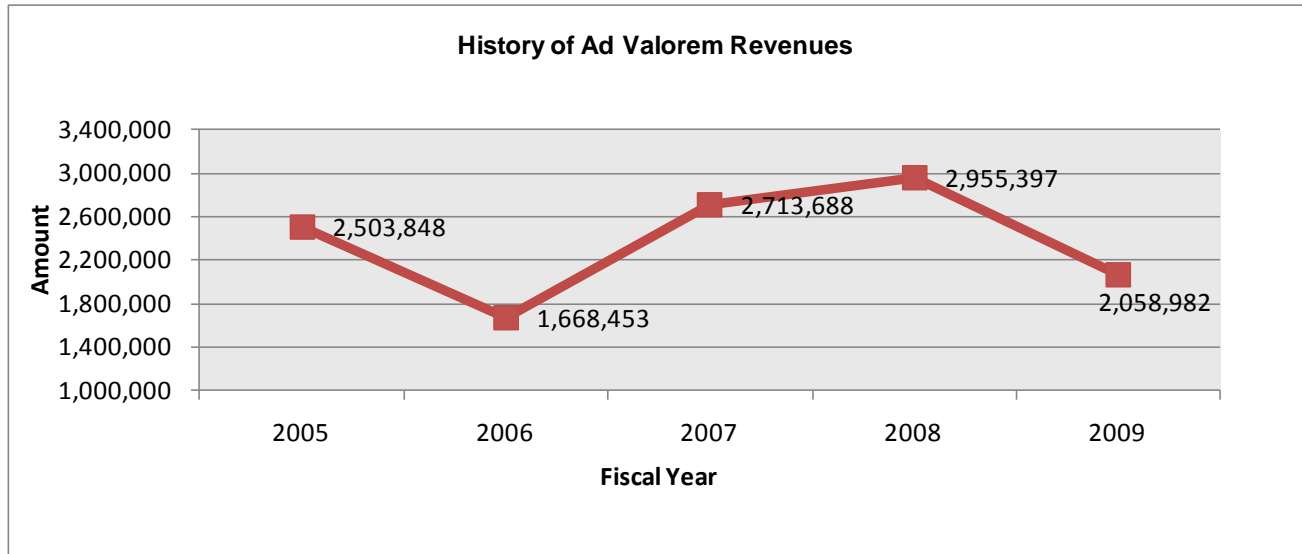
AD VALOREM

By law, municipalities in the State of Oklahoma are only allowed to levy ad valorem property taxes for two purposes. The first is to pay general obligation debt service requirements, and the second is to pay court ordered judgments. Due to the restrictive nature of these funds, the process for estimating the ad valorem revenues for the coming budget year is based upon tax levies determined through debt service and judgment calculations. There is no trend analysis necessary, since the required amount of ad valorem taxes will be levied regardless of past trends. There is no legal limit on the amount of ad valorem taxes that can be levied by a municipality for these purposes; however, all general obligation debt must be approved by a vote of the citizens. This requirement and an informal policy by the City Council not to exceed 15 mills helps to control the millage (or amount of the levy) that the City is able to levy and collect.



As the above graphic illustrates, the City's share of total ad valorem taxes have been a very small portion of total ad valorem taxes for the citizens of the City of Bartlesville. However, even though small by comparison to the total ad valorem, the City's revenues from ad valorem taxes are still its fifth largest source of recurring revenue, accounting for, on average, 6.7% of total external recurring revenue.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Description of Major Revenue Sources
 (continued)



The ad valorem tax levy is prepared using an estimate of needs form. The estimate of needs is prepared by the City on a calendar year basis, which differs from the fiscal year basis used for budgeting. The estimate of needs is prepared by estimating all sinking fund related expenses for the upcoming calendar year. The first amount taken into consideration is the principal requirement on the general obligation bonds. This is calculated by taking the amount of the bond issue and dividing it by the term of the bond issue. This provides an annualized principal requirement.

The actual amount of interest to be paid during the calendar year is added to the annualized principal requirement. This provides the entire amount of the debt service payments for the year. Adjustments are also made for amounts in excess of liabilities in the fund, financial agent fees, and other revenue sources that are used to meet general obligation debt service requirements. A 5% mandatory over-levy is then added to the total levy requirements. This is the basis for the City's property tax levies. Washington County (the "County") then collects the property tax payments for all of the property within the County and forwards the different taxing agencies' property taxes on to each of them.

The City takes a simpler approach to estimating its ad valorem revenues for budget purposes than that used for its estimate of needs. As shown below, the City calculates the actual principal and interest requirements for the fiscal budget year, adds the estimated amounts of any court ordered judgments and financial agent fees. The estimated ad valorem revenue for fiscal year 2009-10 is considered to be the actual amount necessary to levy.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Description of Major Revenue Sources
 (continued)

Ad Valorem Revenue Estimate
Debt Service Requirements Estimation Method

Bond Issue/Purpose	Principal Requirement	Interest Requirement	Total Requirement
2008B Combined Purpose Bonds	-	70,325	70,325
2008A Combined Purpose Bonds	440,000	131,040	571,040
2007 Combined Purpose Bonds	500,000	143,250	643,250
2005 Combined Purpose Bonds	500,000	105,750	605,750
2002 Combined Purpose Bonds	385,000	50,015	435,015
2001 Combined Purpose Bonds	330,000	31,635	361,635
Judgement	40,000	-	40,000
Totals	<u>2,195,000</u>	<u>532,015</u>	2,727,015
		Add: Financial Agent Fees	<u>2,250</u>
	Balance to Levy		<u>2,729,265</u>

CITY OF BARTLESVILLE

2009-10-Operating Budget All Funds Personnel Summary

PERSONNEL COUNTS BY FUND & DEPARTMENT	2007-08 ACTUAL FTEs	2008-09 BUDGETED FTEs	2008-09 ACTUAL FTEs	2009-10 BUDGETED FTEs
General Fund:				
Administration	4	5.5	5.5	4.5
Accounting and Finance	15.75	15.75	15.75	15.75
Legal	2	2	2	2
Building and Neighborhood Services	11	11	11	11
Building Maintenance	6	8	8	8
General Services	2	0	0	0
Cemetery	1	1	1	1
Community Development	4	4	4	4
Engineering	9	9	9	9
Fleet Maintenance	5	5	5	5
Fire	71	71	70	71
Police	69	71	71	70
Street	10.5	10.5	13.5	12.5
Library	18.385	18.385	18.385	18.385
History Museum	4.25	5.47	4.47	4.696
Park and Recreation	13.75	13.75	13.75	14.75
Swimming Pools	NA	NA	NA	NA
<i>Total General Fund</i>	246.635	251.355	252.355	251.581
E-911 Fund:				
Emergency Dispatch	10	12	12	12
Special Library:				
Library	1	1	1	1
Memorial Stadium Operating Fund:				
Doenges Memorial Stadium	0.5	0.5	0.5	0.5
Wastewater Fund:				
Wastewater Maintenance	11	12	12	11
Water Fund:				
Water Plant	14	14	14	14
Water Administration	3	3	3	3
Water Distribution	23	24	23	23
<i>Total Water</i>	40	41	40	40
Sanitation Fund:				
Sanitation	38.5	38.5	38.5	38.5
Golf Course Fund:				
Municipal Golf Course	5	5	5	5
Total Personnel	352.635	361.355	361.355	359.581

The only personnel increases were for a park planner (which was changed from a contract position in fiscal year 2008-09 to an employee in 2009-10) and the addition of two street maintenance workers. The other personnel changes were all decreases and were due to the elimination of open positions resulting from the City's hiring freeze of non-critical personnel.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 All Funds Capital Expenditures Summary

EXPENDITURES BY FUND & DEPARTMENT	2009-10 BUDGETED CAPITAL EXPENDITURES
General Fund:	
Technical Services	17,200
Fire	24,000
Police	19,000
Library	2,000
Park	9,950
<i>Total General Fund</i>	72,150
Memorial Stadium Operating Fund:	
Doenges Memorial Stadium	35,000
CIP - Sales Tax Fund:	
Building Maintenance	60,000
General Services	385,000
Community Development	606,840
Tech Services	70,000
Police	542,600
Storm Sewer	300,000
Street	1,185,000
Library	150,000
Park and Recreation	915,000
Swimming Pools	35,000
Municipal Golf Course	77,700
CWWTP	140,000
<i>Total CIP - Sales Tax</i>	4,467,140
CIP - Park & Recreation Fund:	
Park and Recreation	206,082
CIP - Wastewater Regulatory Fund:	
Wastewater Treatment Plant	1,100,000
CDBG Fund:	
Community Development	78,680
Park	105,886
<i>Total CDBG</i>	184,566
2005 GO Bond Fund:	
General Services	400,000
Tech Services	145,000
Swimming Pools	65,000
<i>Total 2005 GO Bond</i>	610,000
2007 GO Bond Fund:	
Street	2,400,000
2008A GO Bond Fund:	
Storm Sewer	2,500,000
Street	1,100,000
<i>Total 2008A GO Bond</i>	3,600,000
Wastewater Fund:	
Chickasaw Wastewater Treatment Plant	264,000
Wastewater Maintenance	5,775
<i>Total Wastewater</i>	269,775
Water Fund:	
Water Plant	150,000
Water Administration	3,000
Water Distribution	8,940
<i>Total Water</i>	161,940
Sanitation Fund:	
Sanitation	3,000
	\$ 13,109,653

CITY OF BARTLESVILLE
2009-10-Operating Budget
All Funds Capital Expenditures Summary
(continued)

The City of Bartlesville defines capital expenditures as an expense that will benefit more than one fiscal year. The City also has a capitalization threshold of \$2,000. Any item that meets the test of benefiting more than one fiscal year and exceeding \$2,000 in amount is considered a capital expenditure. Examples of capital expenditures include roads, vehicles, furniture, buildings, land, etc... Many capital expenditures are insignificant or routine, but there are usually several budgeted capital expenditures in a year that are not. A list of significant and non-routine capital expenditures is included below with a brief description of each.

Fund	Dept	Title	Amount	Description
2005 G.O. Bond Fund	General	City Hall Energy Efficiency Improvements	\$ 300,000	These funds will be used as matching funds for the Energy Efficiency Block Grant that the City expects to receive. They will be spent in accordance with the energy audit that the City has already performed on City Hall.
2005 G.O. Bond Fund	IT	City Wireless	\$ 145,000	These funds will complete the City's wireless network which can be used to link emergency service vehicles to the City's intranet through secure wireless
2007 G.O. Bond Fund	Street	Silver Lake Road Extension	\$ 2,000,000	Silver Lake Road will be extended from Frank Phillips north to Tuxedo Boulevard. This extension should further alleviate some traffic congestion on
2008A G.O. Bond Fund	Storm Sewer	Grand Prairie Detention Pond	\$ 1,400,000	Improvements to this detention pond will help alleviate downstream flooding concerns associated with new developments and undersized detention
2008A G.O. Bond Fund	Storm Sewer	Sooner Park Detention Pond	\$ 1,100,000	Improvements to this detention pond will help alleviate downstream flooding concerns associated with new developments and undersized detention
2008A G.O. Bond Fund	Street	Madison Blvd Rehab - Newton to Tuxedo	\$ 1,100,000	This rehab will provide an overlay and other improvements to approximately 2.5 miles of heavily traveled street
CIP - Sales Tax	General	City Hall Energy Efficiency Improvements	\$ 200,000	These funds will be used as matching funds for the Energy Efficiency Block Grant that the City expects to receive. They will be spent in accordance with the energy audit that the City has already performed on City Hall.
CIP - Sales Tax	General	Operation Yard Improvements	\$ 150,000	For the purchase of adjacent land (Belco/APAC land and southern portion of Indian Coating), assessment of adjacent buildings and preparation of a
CIP - Sales Tax	Library	Library Carpet Replacement	\$ 100,000	Replacement for library carpet.
CIP - Sales Tax	Parks	Pathfinder Improvements	\$ 500,000	Overlay, widen and add leisure facilities to Pathfinder Trail System
CIP - Sales Tax	Parks	MJ Lee Lake Improvements	\$ 300,000	Various improvements to MJ Lee Lake. These funds will be used as matching funds for an Oklahoma Fish and Wildlife Grant that will be used to transform
CIP - Sales Tax	Police	Evidence Storage Building	\$ 250,000	This project has been on hold for several years pending a decision on the final disposition of the existing Police Station and will once again be carried over. In the event that the City elects to build a police station in another location, these funds will most likely be used in site acquisition, engineering, and design of
CIP - Sales Tax	Police	Police Roof Replacement	\$ 140,000	This project has been on hold for several years pending a decision on the final disposition of the existing Police Station and will once again be carried over. In the event that the City elects to build a police station in another location, these funds will most likely be used in site acquisition, engineering, and design of
CIP - Sales Tax	Police	Police Dept Vehicles	\$ 117,600	6 - Patrol Cars

CITY OF BARTLESVILLE
2009-10-Operating Budget
All Funds Capital Expenditures Summary
(continued)

Fund	Dept	Title	Amount	Description
CIP - Sales Tax	Storm Sewer	East Dr. Drainage	\$ 130,000	Miscellaneous drainage improvements to the East Dr area.
CIP - Sales Tax	Storm Sewer	Hillcrest Heights Drainage-Phase II	\$ 120,000	Miscellaneous drainage improvements to the Hillcrest Heights area.
CIP - Sales Tax	Street	Lights/Landscape Dewey	\$ 300,000	Install new street lights and replace landscaping on Dewey between 2nd and 4th in accordance with downtown masterplan.
CIP - Sales Tax	Street	Street Dept Equipment	\$ 165,000	1 - Asphalt Laydown Machine, 1- Heavy Duty Equipment Trailer
CIP - Sales Tax	Street	Oakdale Dr Rehabilitation	\$ 150,000	Concrete street repair of Oakdale between Nowata Place and Evergreen
CIP - Sales Tax	Street	Cherokee Drive	\$ 123,000	Resurfacing of Cherokee between 20th and 14th
CIP - Sales Tax	Wastewater Plant	Chickasaw Wastewater Treatment Plant	\$ 140,000	This project will remediate mold in the existing facility and provide for renovation to help prevent a reoccurrence of these prior problems.
Wastewater Fund	Wastewater Plant	Final Floating Clarifier	\$ 264,000	The existing floating clarifier siphons are cracked and worn from 25 years of use and have been the focus of several comments during the ODEQ annual inspection. This cost is for parts only with staff performing installation.
Wastewater Regulatory	Wastewater Maintenance	Wastewater Collection System Phase II	\$ 1,100,000	This project is for the engineering and construction of wastewater improvements related to the City's current consent order from the ODEQ.
Water Fund	Water Plant	Demolition of Storage Tanks (old water plant)	\$ 150,000	These tanks are part of the old water treatment plant which is scheduled for demolition as part of a larger water improvement project to be funded through OWRB in FY 2010. The cost of the tank demolition was not included in the OWRB request, and therefore must be funded through operational budgets.
Total			<u><u>\$ 10,444,600</u></u>	

CITY OF BARTLESVILLE
2009-10-Operating Budget
All Funds Capital Expenditures Summary
(continued)

Many capital expenditures, both routine and non-routine, have only a one-time cost associated with them. For these types of capital expenditures, planning and analysis is simple. However, there are some capital expenditures that have ongoing costs, benefits, and other implications that complicate long-term planning and require more careful analysis. The non-routine capital expenditures that fall into this latter category are explained in more detail below.

Polycart System

The fully automated polycart system that the City intends to implement over the next 3 to 5 years will involve a significant investment in additional capital assets. The City will need to purchase an additional 8,000 to 10,000 polycarts and approximately eight new auto-loading packer trucks in addition to the one auto-loading packer truck being purchased this year. These trucks will also represent higher maintenance and repair expenses due to the complexity of the armature device. These expenditures are expected to be offset by decreased labor costs, lower worker's compensation claims, and a decrease in the total number of packer trucks necessary to collect all of the City's solid waste. A full analysis of these items is presented below. (The presented analysis was done on the basis that all necessary equipment would be financed and purchased at the beginning of implementation and the staff positions would be cut immediately as well. The City will take a longer term approach to implementation, but the savings that the analysis represents should be equally as valid with a phased implementation approach.)

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 All Funds Capital Expenditures Summary
 (continued)

Polycart vs. Rear Loader System - Cost-Benefit Analysis

Current Rear Loader Collection System

Cost for Sanitation Driver per month	3,725	
Number of drivers	11	
Drivers' total monthly cost	40,975	40,975
Cost for Sanitation Collector per month	2,670	
Number of sanitation collectors	22	
Sanitation Collectors' total monthly cost	58,740	58,740
Total Monthly Labor Cost		99,715
Replacement cost per truck	107,000	
Number of trucks required	11	
Total truck replacement cost	1,177,000	1,177,000
Total Monthly Equipment Cost (7 yr. lease @ 5%)		16,636
Monthly maintenance cost per truck	1,613	
Number of trucks	11	
Total Monthly Maintenance Cost	17,743	17,743
TOTAL MONTHLY COST		\$ 134,094

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 All Funds Capital Expenditures Summary
 (continued)

Polycart vs. Rear Loader System - Cost-Benefit Analysis
 (continued)

Proposed Auto-Loader Collection System

Cost for Sanitation Driver per month	3,959	
Number of drivers	7	
Drivers' total monthly cost	27,713	27,713
Cost for Sanitation Collector per month	-	
Number of sanitation collectors	-	
Sanitation Collectors' total monthly cost	-	-
Total Monthly Labor Cost		27,713
Replacement cost per truck	190,000	
Number of trucks required	9	
Total truck replacement cost	1,710,000	
Total Monthly Equipment Cost (7 yr. lease @ 5%)		24,169
Monthly maintenance cost per truck	1,936	
Number of trucks	9	
Total Monthly Maintenance Cost		17,424
Cost per polycart container	48	
Number of containers required	13,500	
Total container cost	648,000	
Total Monthly Container Cost (7 yr. lease @ 5%)		9,159
TOTAL MONTHLY COST		\$ 78,465

Comparison

Monthly cost for current system		\$ 134,094
Monthly cost for proposed system		78,465
Anticipated average monthly savings		\$ 55,629
Anticipated average annual savings		\$ 667,548

CITY OF BARTLESVILLE
2009-10-Operating Budget
Debt Service Calculations and Information

The City of Bartlesville and its component unit, the Bartlesville Municipal Authority (BMA), will have twelve debt issues outstanding as of July 1, 2009. They are comprised of the following:

GENERAL OBLIGATION BONDS

General obligation bonds are considered to be a liability of the City of Bartlesville. These bond issues are to be repaid through property taxes levied on an annual basis and other revenues that the City decides to designate for this purpose. The City currently has six bond issues. These bonds are described below.

2001 Combined Purpose Bonds - \$3,000,000

The 2001 bonds are due in annual installments of \$330,000 with a final payment of \$360,000 due on November 1, 2011. The bonds pay semi-annual interest at rates varying from 3.10% to 4.95%.

2002 Combined Purpose Bonds - \$3,500,000

The 2002 bonds are due in annual installments of \$385,000 with a final payment of \$420,000 due on February 1, 2012. The bonds pay semi-annual interest at rates varying from 3.25% to 4.30%.

2005 Combined Purpose Bonds - \$4,500,000

The 2005 bonds are due in annual installments of \$500,000 with a final payment due on May 1, 2015. The bonds pay semi-annual interest at rates varying from 3.05% to 3.90%.

2007 Combined Purpose Bonds - \$4,500,000

The 2007 bonds are due in annual installments of \$500,000 with a final payment due on April 1, 2017. The bonds pay semi-annual interest at rates varying from 3.40% to 4.75%.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Debt Service Calculations and Information
 (continued)

2008A Combined Purpose Bonds - \$4,000,000

The 2008A bonds are due in annual installments of \$440,000 with a final payment of \$480,000 due on June 1, 2018. The bonds pay semi-annual interest at rates varying from 2.70% to 4.75%.

2008B Combined Purpose Bonds - \$2,000,000

The 2008B bonds are due in annual installments of \$220,000 with a final payment of \$240,000 due on June 1, 2018. The bonds pay semi-annual interest at rates varying from 2.70% to 5.70%.

The City of Bartlesville has no legal limit on the amount of general obligation debt that it can issue. The City of Bartlesville also has no formal debt policy relating to general obligation debt. However, the Council has an informal policy of keeping the property tax levy necessary to pay the debt services on these debts to a 15 mill maximum. All general obligation debt must also be approved by a vote of the people. All of the debt obligations listed above are payable from the City's Debt Service Fund. The debt service requirements for this fund are detailed below:

General Obligation Bonds Debt Service Requirements			
<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2010	2,155,000	532,015	2,687,015
2011	2,375,000	446,120	2,821,120
2012	2,440,000	359,015	2,799,015
2013	1,660,000	281,285	1,941,285
2014	1,660,000	226,895	1,886,895
2015	1,660,000	170,655	1,830,655
2016	1,160,000	113,035	1,273,035
2017	1,160,000	73,615	1,233,615
2018	700,000	33,175	733,175
2019	240,000	9,000	249,000
Grand Total	<u>11,950,000</u>	<u>2,015,985</u>	<u>13,965,985</u>

CITY OF BARTLESVILLE
2009-10-Operating Budget
Debt Service Calculations and Information
(continued)

REVENUE BONDS

The outstanding revenue bonds of the City are all actually liabilities of the Bartlesville Municipal Authority. These obligations are not obligations of the City of Bartlesville, but they are presented here due to the interwoven relationship of the City and the BMA. The debt service on these obligations affects the amount of resources available to support the City's utility operating funds, and an analysis of these obligations are therefore necessary in order to determine the overall resources available to the City of Bartlesville for the fiscal year 2008-09. Revenue bonds are debt that is secured by revenues of the BMA or an annual pledge of sales tax from the City to the BMA. These revenue sources include wastewater utility revenues, water utility revenues, and sales tax pledged to support the BMA debt service. These bonds were issued for wastewater and water utility and street system improvements.

Drinking Water SRF Series 2002A - \$743,591

The 2002A revenue bonds were used to refinance an interim construction loan on November 19, 2002. Principal payments of \$19,066 are due semiannually starting on March 15, 2003. The bonds pay a semi-annual administrative fee of 0.5% but otherwise, no interest is payable.

Drinking Water SRF Series 2004A - \$726,006

The 2004A revenue bonds were used to refinance an interim construction loan on March 31, 2004. Principal payments of \$18,150 are due semiannually starting on September 15, 2004. The bonds pay a semi-annual administrative fee of 0.5% but otherwise, no interest is payable.

Clean Water SRF Series 2004C - \$552,498

The 2004C revenue bonds were used to refinance an interim construction loan on March 31, 2004. Principal payments of \$13,812 are due semiannually starting on September 15, 2004. The bonds pay a semi-annual administrative fee of 0.5% but otherwise, no interest is payable.

CITY OF BARTLESVILLE
2009-10-Operating Budget
Debt Service Calculations and Information
(continued)

Drinking Water SRF Series 2008 - \$40,445,000

The 2008 revenue bonds were used to refinance the 2004E water plant loan to extend its payback period. Principal payments ranging between \$20,000 and \$1,170,000 are due semiannually starting September 15, 2008. The bonds have an interest rate of 3.91%.

Sales Tax Revenue Bond Series 2004 - \$2,000,000

The 2004 sales tax revenue bonds were used to construct an extension of an existing road through previously unusable flood plains. Principal payments ranging between \$185,000 and \$215,000 are due semiannually starting on March 1, 2005. The bonds carry an interest rate of 2.99%.

Sales Tax Revenue Bond Series 2005 - \$3,030,000

The 2005 sales tax revenue bonds were used to refinance three other construction loans that had higher interest rates. Principal payments ranging between \$130,000 and \$175,000 are due semiannually starting on October 1, 2005. The bonds carry an interest rate of 3.8%.

The City of Bartlesville and the Bartlesville Municipal Authority have no legal limit on the amount of debt that they can issue. The City of Bartlesville and the Bartlesville Municipal Authority also have no formal debt policies. All general obligation debt must also be approved by a vote of the people. All of the debt obligations listed above are payable from the Bartlesville Municipal Authority. The debt service requirements for this entity are detailed below:

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Debt Service Calculations and Information
 (continued)

**BMA Revenue Bonds
 Debt Service Requirements**

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2010	1,442,058	1,637,901	3,079,959
2011	1,272,058	1,590,028	2,862,086
2012	1,317,058	1,543,718	2,860,776
2013	1,362,058	1,495,564	2,857,622
2014	1,412,058	1,445,665	2,857,723
2015	1,462,058	1,393,822	2,855,880
2016	1,152,058	1,343,454	2,495,512
2017	1,192,058	1,301,498	2,493,556
2018	1,232,058	1,257,978	2,490,036
2019	1,282,058	1,212,796	2,494,854
2020	1,327,058	1,165,756	2,492,814
2021	1,377,058	1,116,860	2,493,918
2022	1,427,058	1,066,008	2,493,066
2023	1,453,925	1,013,249	2,467,174
2024	1,478,925	958,287	2,437,212
2025	1,490,000	901,842	2,391,842
2026	1,545,000	843,094	2,388,094
2027	1,615,000	782,098	2,397,098
2028	1,640,000	734,494	2,374,494
2029	1,730,000	652,677	2,382,677
2030	1,805,000	584,252	2,389,252
2031	1,875,000	512,992	2,387,992
2032	1,950,000	438,995	2,388,995
2033	2,025,000	362,066	2,387,066
2034	2,105,000	282,107	2,387,107
2035	2,185,000	199,019	2,384,019
2036	2,275,000	112,706	2,387,706
2037	1,170,000	22,874	1,192,874
Grand Total	<u>43,599,604</u>	<u>25,971,800</u>	<u>69,571,404</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Current and Prior Years' Revenue Summary by Fund Type

FUND & SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 APPROVED
GENERAL FUND				
General Fund:				
Sales Tax	\$ 11,734,725	\$ 11,994,949	\$ 11,967,948	\$ 11,668,749
Hotel-Motel Tax	267,971	329,200	210,441	214,600
Franchise Tax	1,660,064	1,637,700	1,790,773	1,814,300
Licenses & Permits	260,951	259,500	224,476	228,200
Intergovernmental	788,748	568,410	601,963	571,662
Charges for Services	332,669	313,800	335,401	421,965
Fines and Forfeits	857,176	891,900	760,926	760,600
Interest and Investment Income	639,820	238,400	187,764	168,930
Donations and Miscellaneous	336,611	129,000	207,964	154,700
Transfers In	1,906,629	1,940,163	1,940,163	2,139,500
Total General Fund	\$ 18,785,364	\$ 18,303,022	\$ 18,227,819	\$ 18,143,206
SPECIAL REVENUE FUNDS				
Economic Development Fund:				
Sales Tax	\$ 1,303,857	\$ 1,332,773	\$ 1,329,711	\$ 1,296,468
Hotel-Motel Tax	178,648 0	219,400 0	140,294 0	143,000
Cigarette Tax	18,410 0	18,435 0	18,103 0	17,650
Interest and Investment Income	89,631 0	41,900 0	86,854 0	26,040
Donations and Miscellaneous	52,803 0	- 0	- 0	-
Total Economic Development	\$ 1,643,349	\$ 1,612,508	\$ 1,574,962	\$ 1,483,158
Bond Financing Fund:				
Interest and Investment Income	\$ 18,681	\$ -	\$ -	\$ -
Transfers In	31,678	-	-	-
Total Bond Financing	\$ 50,359	\$ -	\$ -	\$ -
E-911 Fund:				
E-911 Service Tax	\$ 210,804	\$ 206,200	\$ 211,110	\$ 206,800
E-911 Wireless Fee	191,983	195,300	222,226	226,600
Charges for Services	2,400	2,300	2,400	2,400
Interest and Investment Income	7,880	3,700	4,352	1,290
Transfers In	106,596	-	-	157,635
Total E-911	\$ 519,663	\$ 407,500	\$ 440,088	\$ 594,725

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Current and Prior Years' Revenue Summary by Fund Type
 (continued)

FUND & SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 APPROVED
Special Library Fund:				
Intergovernmental	\$ 28,164	\$ 20,000	\$ 28,347	\$ 35,000
Interest and Investment Income	9,317	4,450	9,022	8,100
Donations and Miscellaneous	51,127	40,300	55,061	30,000
Transfers In	64,834	60,000	58,773	38,000
Total Special Library	<u>\$ 153,442</u>	<u>\$ 124,750</u>	<u>\$ 151,203</u>	<u>\$ 111,100</u>
Special Museum Fund:				
Donations and Miscellaneous	\$ -	\$ -	\$ 344	\$ -
Transfers In	-	-	-	31,500
Total Special Museum	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 344</u>	<u>\$ 31,500</u>
Municipal Airport Fund:				
Intergovernmental	\$ 47,081	\$ 856,834	\$ 3,553,208	\$ -
Interest and Investment Income	77,191	37,250	70,016	63,000
Donations and Miscellaneous	225,751	107,000	124,588	-
Total Municipal Airport	<u>\$ 350,023</u>	<u>\$ 1,001,084</u>	<u>\$ 3,747,812</u>	<u>\$ 63,000</u>
Restricted Donations Fund:				
Intergovernmental	\$ -	\$ 209,208	\$ 209,208	\$ -
Interest and Investment Income	9,260	4,450	19,850	17,820
Donations and Miscellaneous	176,853	301,300	308,845	-
Total Restricted Donations	<u>\$ 186,113</u>	<u>\$ 305,750</u>	<u>\$ 328,695</u>	<u>\$ 17,820</u>
Golf Course Memorial Fund:				
Charges for Services	\$ 21,791	\$ 20,100	\$ 21,152	\$ -
Interest and Investment Income	548	150	298	180
Donations and Miscellaneous	2,373	-	2,325	-
Total Golf Course Memorial	<u>\$ 24,712</u>	<u>\$ 20,250</u>	<u>\$ 23,775</u>	<u>\$ 180</u>
JAG Fund:				
Intergovernmental	\$ 8,383	\$ -	\$ -	\$ 68,954
Interest and Investment Income	200	100	160	90
Total JAG	<u>\$ 8,583</u>	<u>\$ 100</u>	<u>\$ 160</u>	<u>\$ 69,044</u>
Neighborhood Park Fund:				
Interest and Investment Income	\$ 4,869	\$ 2,300	\$ 4,428	\$ 3,960
Donations and Miscellaneous	10,725	12,300	1,750	-
Total Neighborhood Park	<u>\$ 15,594</u>	<u>\$ 14,600</u>	<u>\$ 6,178</u>	<u>\$ 3,960</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Current and Prior Years' Revenue Summary by Fund Type
 (continued)

FUND & SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 APPROVED
Cemetery Perpetual Care Fund:				
Charges for Services	\$ 3,147	\$ 2,500	\$ 1,431	\$ 1,300
Interest and Investment Income	2,193	950	3,087	2,700
Donations and Miscellaneous	1,199	-	1,045	-
Total Cemetery Perpetual Care	<u>\$ 6,539</u>	<u>\$ 3,450</u>	<u>\$ 5,563</u>	<u>\$ 4,000</u>
Memorial Stadium Fund:				
Interest and Investment Income	\$ 711	\$ 250	\$ 2,536	\$ 2,250
Donations and Miscellaneous	11,775	1,300	27,357	27,300
Transfers In	63,741	59,992	59,992	-
Total Memorial Stadium	<u>\$ 76,227</u>	<u>\$ 61,542</u>	<u>\$ 89,885</u>	<u>\$ 29,550</u>
GIS Fund:				
Charges for Services	\$ 1,255	\$ 1,100	\$ 10	\$ -
Interest and Investment Income	252	200	35	-
Total GIS	<u>\$ 1,507</u>	<u>\$ 1,300</u>	<u>\$ 45</u>	<u>\$ -</u>
Total Special Revenue Funds	<u>\$ 3,036,111</u>	<u>\$ 3,552,834</u>	<u>\$ 6,368,710</u>	<u>\$ 2,408,037</u>
DEBT SERVICE FUND				
Debt Service Fund:				
Ad Valorem - Current Year	\$ 2,419,432	\$ 2,377,596	\$ 1,839,911	\$ 2,438,877
Ad Valorem - Prior Year	535,966	73,005	219,071	290,388
Transfers In	639,529	6,322	6,322	-
Total Debt Service Fund	<u>\$ 3,594,927</u>	<u>\$ 2,456,923</u>	<u>\$ 2,065,304</u>	<u>\$ 2,729,265</u>
CAPITAL PROJECTS FUNDS				
CIP - Sales Tax Fund:				
Sales Tax	\$ 2,607,718	\$ 2,665,542	\$ 2,659,606	\$ 2,563,116
Intergovernmental	36,820	36,870	36,209	235,404
Interest and Investment Income	100,403	35,960	95,777	86,130
Donations and Miscellaneous	62,500	-	-	-
Transfer In From BMA General	-	-	-	135,252
Total CIP - Sales Tax	<u>\$ 2,807,441</u>	<u>\$ 2,738,372</u>	<u>\$ 2,791,592</u>	<u>\$ 3,019,902</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Current and Prior Years' Revenue Summary by Fund Type
 (continued)

FUND & SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 APPROVED
CIP - Park & Recreation Fund:				
Intergovernmental	\$ 11,734	\$ 5,450	\$ 9,563	\$ 2,850
CIP - Wastewater Fund:				
Charges for Services	\$ 169,200	\$ -	\$ 114,400	\$ -
Interest and Investment Income	32,607	12,240	21,970	-
Total CIP - Wastewater	<u>\$ 201,807</u>	<u>\$ 12,240</u>	<u>\$ 136,370</u>	<u>\$ -</u>
CIP - Wastewater Regulatory Fund:				
Charges for Services	\$ -	\$ -	\$ 708,236	\$ 925,197
Interest and Investment Income	-	-	10,290	19,710
Total CIP - Wastewater	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 718,526</u>	<u>\$ 944,907</u>
CIP - Storm Sewer Fund:				
Charges for Services	\$ 35,631	\$ -	\$ 11,905	\$ -
Interest and Investment Income	43	-	377	270
Total CIP - Storm Sewer	<u>\$ 35,674</u>	<u>\$ -</u>	<u>\$ 12,282</u>	<u>\$ 270</u>
CDBG Fund:				
Intergovernmental	<u>\$ 173,538</u>	<u>\$ 85,910</u>	<u>\$ 75,767</u>	<u>\$ 184,566</u>
2005 G.O. Bond Fund:				
Interest and Investment Income	\$ 63,994	\$ 19,320	\$ 79,762	\$ 24,030
Transfers in	-	126,500	126,500	-
Total 2005 G.O. Bond Fund	<u>\$ 63,994</u>	<u>\$ 145,820</u>	<u>\$ 206,262</u>	<u>\$ 24,030</u>
2007 G.O. Bond Fund:				
Interest and Investment Income	<u>\$ 160,925</u>	<u>\$ 77,200</u>	<u>\$ 79,762</u>	<u>\$ 71,730</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Current and Prior Years' Revenue Summary by Fund Type
 (continued)

FUND & SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 APPROVED
2008A G.O. Bond Fund:				
Interest and Investment Income	\$ -	\$ -	\$ 131,188	\$ 117,990
Proceeds from Issuance of Debt	3,949,965	-	-	-
Total 2008A G.O. Bond Fund	<u>\$ 3,949,965</u>	<u>\$ -</u>	<u>\$ 131,188</u>	<u>\$ 117,990</u>
2008B G.O. Bond Fund:				
Interest and Investment Income	\$ -	\$ -	\$ 49,605	\$ 5,000
Proceeds from Issuance of Debt	-	2,000,391	2,000,391	-
Total 2008B G.O. Bond Fund	<u>\$ -</u>	<u>\$ 2,000,391</u>	<u>\$ 2,049,996</u>	<u>\$ 5,000</u>
Total Capital Project Funds	<u>\$ 7,405,078</u>	<u>\$ 5,065,383</u>	<u>\$ 6,211,308</u>	<u>\$ 4,371,245</u>
ENTERPRISE FUNDS				
Wastewater Operating Fund:				
Interest and Investment Income	\$ 7,977	\$ 3,550	\$ 11,810	\$ 10,620
Donations and Miscellaneous	67,577	-	62,490	-
Transfers In	3,333,602	3,348,005	3,348,005	3,686,746
Total Wastewater Operating	<u>\$ 3,409,156</u>	<u>\$ 3,351,555</u>	<u>\$ 3,422,305</u>	<u>\$ 3,697,366</u>
Water Operating Fund:				
Interest and Investment Income	\$ 6,865	\$ 3,050	\$ 9,943	\$ 8,910
Donations and Miscellaneous	43,037	44,200	85,760	42,000
Transfers In	4,879,376	6,837,129	6,837,129	6,560,261
Total Water Operating	<u>\$ 4,929,278</u>	<u>\$ 6,884,379</u>	<u>\$ 6,932,832</u>	<u>\$ 6,611,171</u>
Sanitation Operating Fund:				
Charges for Services	\$ 3,839,935	\$ 3,908,250	\$ 3,885,805	\$ 3,925,440
Interest and Investment Income	25,229	10,950	39,310	35,370
Donations and Miscellaneous	10,844	7,000	8,485	8,400
Total Sanitation Operating	<u>\$ 3,876,008</u>	<u>\$ 3,926,200</u>	<u>\$ 3,933,600</u>	<u>\$ 3,969,210</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Current and Prior Years' Revenue Summary by Fund Type
 (continued)

FUND & SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 APPROVED
Golf Course Operating Fund:				
Charges for Services	\$ 338,654	\$ 329,400	\$ 353,184	\$ 363,500
Interest and Investment Income	1,615	600	2,177	1,890
Other Financing Sources	-	-	3,090	-
Transfers In	137,519	311,492	311,492	117,897
Total Golf Course Operating	<u>\$ 477,788</u>	<u>\$ 641,492</u>	<u>\$ 669,943</u>	<u>\$ 483,287</u>
Total Enterprise Funds	<u>\$ 12,692,230</u>	<u>\$ 14,803,626</u>	<u>\$ 14,958,680</u>	<u>\$ 14,761,034</u>
INTERNAL SERVICE FUNDS				
Worker's Compensation Fund:				
Interest and Investment Income	\$ 6,846	\$ 3,150	\$ 3,803	\$ 3,420
Donations and Miscellaneous	-	-	2,855	-
Contribution from Operate Dept.	353,316	277,597	277,597	417,428
Total Worker's Compensation	<u>\$ 360,162</u>	<u>\$ 280,747</u>	<u>\$ 284,255</u>	<u>\$ 420,848</u>
Health Insurance Fund:				
Employee Contributions	\$ 268,065	\$ 350,000	\$ 304,548	\$ 365,460
Retiree Contributions	130,435	120,000	128,780	138,264
Interest and Investment Income	14,183	4,080	1,606	1,440
Reimbursement of Operations	1,424,123	2,175,920	2,175,920	1,892,160
Reimbursement by Contract	495,340	50,000	206,931	100,000
Total Health Insurance	<u>\$ 2,332,146</u>	<u>\$ 2,700,000</u>	<u>\$ 2,817,785</u>	<u>\$ 2,497,324</u>
Total Internal Service Funds	<u>\$ 2,692,308</u>	<u>\$ 2,980,747</u>	<u>\$ 3,102,040</u>	<u>\$ 2,918,172</u>
FIDUCIARY FUNDS				
Mausoleum Trust Fund:				
Interest and Investment Income	<u>\$ 631</u>	<u>\$ 250</u>	<u>\$ 257</u>	<u>\$ 180</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Current and Prior Years' Revenue Summary by Fund Type
 (continued)

FUND & SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 APPROVED
BARTLESVILLE MUNICIPAL AUTHORITY				
BMA - Wastewater Fund:				
Charges for Services	\$ 3,161,834	\$ 3,087,800	\$ 3,333,873	\$ 3,490,114
Interest and Investment Income	8,429	5,172	118	90
Donations and Miscellaneous	5,493	5,000	6,061	6,000
Total BMA - Wastewater	<u>\$ 3,175,756</u>	<u>\$ 3,097,972</u>	<u>\$ 3,340,052</u>	<u>\$ 3,496,204</u>
BMA - Water Fund:				
Charges for Services	\$ 8,173,805	\$ 8,037,000	\$ 7,587,942	\$ 7,451,438
Interest and Investment Income	355,293	133,760	277,394	249,570
Donations and Miscellaneous	6,372	5,000	7,030	7,000
Debt Obligation Proceeds	-	-	-	-
Total BMA - Water	<u>\$ 8,535,470</u>	<u>\$ 8,175,760</u>	<u>\$ 7,872,366</u>	<u>\$ 7,708,008</u>
BMA - Street Fund:				
Interest and Investment Income	\$ 18,937	\$ 10,000	\$ 2,564	\$ 2,250
Transfers In	435,250	442,750	442,750	-
Total BMA - Street	<u>\$ 454,187</u>	<u>\$ 452,750</u>	<u>\$ 445,314</u>	<u>\$ 2,250</u>
Total BMA Funds	<u>\$ 12,165,413</u>	<u>\$ 11,726,482</u>	<u>\$ 11,657,732</u>	<u>\$ 11,206,462</u>
TOTAL REVENUE ALL FUNDS	<u>\$ 60,372,062</u>	<u>\$ 58,889,267</u>	<u>\$ 62,591,850</u>	<u>\$ 56,537,601</u>

CITY OF BARTLESVILLE

2009-10-Operating Budget

Current and Prior Years' Expenditure Summary by Fund Type

FUND & DEPARTMENT	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 APPROVED
GENERAL FUND				
General Fund:				
City Council	\$ 13,871	\$ 29,600	\$ 15,696	\$ 33,150
Administration	362,912	487,736	398,815	411,756
Accounting and Finance	971,709	1,031,409	1,027,897	1,213,542
Treasury	60,176	102,880	73,279	-
Legal	115,123	156,083	134,733	139,013
Building & Neighborhood Service	521,468	649,895	649,810	747,675
Building Maintenance	393,848	470,447	444,831	477,629
General Services	1,063,597	1,157,282	918,613	982,770
Cemetery	54,841	52,851	48,256	60,281
Community Development	356,015	402,627	375,875	405,275
Technical Services	250,903	246,820	239,220	86,900
Engineering	653,946	722,974	698,621	691,631
Fleet Maintenance	328,536	390,174	366,041	401,445
Fire	4,898,164	4,996,712	4,937,092	4,996,218
Police	4,468,329	4,645,175	4,594,955	4,761,215
Street	1,116,153	1,311,461	1,197,130	1,248,689
Library	1,080,485	1,170,877	1,132,692	1,105,679
History Museum	171,996	191,107	132,563	185,669
Park and Recreation	1,082,975	1,066,320	950,350	954,521
Swimming Pools	124,978	98,298	58,703	183,805
Transfers Out	307,856	371,484	371,484	275,532
Reserves	-	2,236,620	-	1,928,133
Total General Fund	\$ 18,397,881	\$ 21,988,832	\$ 18,766,656	\$ 21,290,528
SPECIAL REVENUE FUNDS				
Economic Development Fund:				
Economic Development	\$ 867,242	\$ 3,612,142	\$ 3,612,142	\$ 2,395,562
Bond Financing Fund:				
Transfers Out	\$ 639,529	\$ -	\$ -	\$ -
E-911 Fund:				
Emergency Dispatch	\$ 557,847	\$ 640,410	\$ 613,832	\$ 671,839
Reserves	-	12,778	-	15,101
Total E-911 Fund	\$ 557,847	\$ 653,188	\$ 613,832	\$ 686,940

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Current and Prior Years' Expenditure Summary by Fund Type
 (continued)

FUND & DEPARTMENT	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 APPROVED
Special Library Fund:				
Library	\$ 124,653	\$ 239,967	\$ 239,967	\$ 189,021
Special Museum Fund:				
Museum	\$ -	\$ -	\$ -	\$ 31,500
Municipal Airport Fund:				
Airport	\$ 384,420	\$ 5,003,052	\$ 3,855,300	\$ 2,109,625
Restricted Donations Fund:				
General Services	\$ 3,708	\$ -	\$ -	\$ 5,274
Fire	21,064	68,500	10,807	66,498
Police	50,082	247,208	141,989	155,446
Street	49,301	-	-	50,733
Park and Recreation	-	1,500	1,500	38,614
Swimming Pools	-	325,000	240,000	94,360
Total Restricted Donations	<u>\$ 124,155</u>	<u>\$ 642,208</u>	<u>\$ 394,296</u>	<u>\$ 410,925</u>
Golf Course Memorial Fund:				
Municipal Golf Course	\$ 5,000	\$ 15,609	\$ 14,109	\$ 8,468
Transfers Out	<u>31,678</u>	<u>6,322</u>	<u>6,322</u>	<u>-</u>
Total Golf Course Memorial	<u>\$ 36,678</u>	<u>\$ 21,931</u>	<u>\$ 20,431</u>	<u>\$ 8,468</u>
JAG Fund:				
Police	\$ 12,213	\$ 7,500	\$ -	\$ 68,954
Neighborhood Park Fund:				
Park and Recreation	\$ 14,379	\$ 108,007	\$ 55,000	\$ 109,218
Transfer Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Neighborhood Park	<u>\$ 14,379</u>	<u>\$ 108,007</u>	<u>\$ 55,000</u>	<u>\$ 109,218</u>
Cemetery Perpetual Care Fund:				
Cemetery	\$ 1,200	\$ 94,939	\$ 7,404	\$ 94,120
Stadium Operating Fund:				
Doenges Memorial Stadium	\$ 53,969	\$ 109,757	\$ 52,762	\$ 106,757
GIS Fund:				
Tech Services	\$ 12,581	\$ 10,353	\$ 3,852	\$ -
Total Special Revenue Funds	<u>\$ 2,828,866</u>	<u>\$ 10,503,044</u>	<u>\$ 8,854,986</u>	<u>\$ 6,211,090</u>

CITY OF BARTLESVILLE

2009-10-Operating Budget

Current and Prior Years' Expenditure Summary by Fund Type (continued)

FUND & DEPARTMENT	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 APPROVED
DEBT SERVICE FUND				
Debt Service Fund:				
Judgments	\$ -	\$ 45,000	\$ 45,000	\$ 50,000
1998 Combined Purpose Bonds	249,945	-	-	-
2001 Combined Purpose Bonds	385,613	373,980	373,980	361,935
2002 Combined Purpose Bonds	465,345	450,715	450,715	435,316
2003 Combined Purpose Bonds	763,200	741,125	741,125	-
2005 Combined Purpose Bonds	637,150	621,900	621,900	606,150
2007 Combined Purpose Bonds	167,125	667,500	667,500	643,750
2008A Combined Purpose Bonds	-	131,900	131,900	571,290
2008B Combined Purpose Bonds	-	-	-	70,825
Total Debt Service Fund	\$ 2,668,378	\$ 3,032,120	\$ 3,032,120	\$ 2,739,266
CAPITAL PROJECTS FUNDS				
CIP - Sales Tax Fund:				
Building Maintenance	\$ -	\$ -	\$ -	\$ 60,000
General Services	-	-	-	385,000
Community Development	10,000	766,500	191,764	606,840
Tech Services	-	-	-	70,000
Police	137,379	754,758	227,379	542,600
Storm Sewer	208,533	330,000	273,250	300,000
Street	1,721,460	1,752,181	1,597,982	1,185,000
Library	-	-	-	150,000
Park and Recreation	327,270	587,774	420,205	915,000
Swimming Pools	-	200,000	200,000	35,000
Municipal Golf Course	-	9,800	9,800	77,700
CWWTP	-	140,000	-	140,000
Water Plant	252,645	155,000	108,032	-
Water Distribution	84,304	16,873	14,074	-
Sanitation	-	185,000	184,973	-
Unallocated	-	136,132	-	597,235
Transfers Out	435,250	442,750	442,750	-
Total CIP - Sales Tax	\$ 3,176,841	\$ 5,476,768	\$ 3,670,209	\$ 5,064,375
CIP - Park & Recreation Fund:				
Park & Recreation	\$ 8,631	\$ 486,683	\$ 157,932	\$ 206,082
Unallocated	-	16,555	-	54,684
Total CIP - Park & Recreation	\$ 8,631	\$ 503,238	\$ 157,932	\$ 260,766
CIP - Wastewater Fund:				
Wastewater Maintenance	\$ 320,938	\$ 1,008,943	\$ 831,897	\$ -
Unallocated	-	-	-	13,143
Total CIP - Wastewater	\$ 320,938	\$ 1,008,943	\$ 831,897	\$ 13,143

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Current and Prior Years' Expenditure Summary by Fund Type
 (continued)

FUND & DEPARTMENT	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 APPROVED
CIP - Wastewater Regulatory Fund:				
Wastewater Maintenance	\$ -	\$ 600,000	\$ 163,903	\$ 1,100,000
Unallocated	-	-	-	399,530
Total CIP - Wastewater Regulatory	<u>\$ -</u>	<u>\$ 600,000</u>	<u>\$ 163,903</u>	<u>\$ 1,499,530</u>
CIP - Storm Sewer Fund:				
Storm Sewer	\$ 27,500	\$ 4,000	\$ -	\$ -
Unallocated	-	-	-	20,054
Total CIP - Storm Sewer	<u>\$ 27,500</u>	<u>\$ 4,000</u>	<u>\$ -</u>	<u>\$ 20,054</u>
CDBG Fund:				
Community Development	\$ -	\$ -	\$ -	\$ 78,680
Street	136,951	85,730	75,767	-
Park	-	-	-	105,886
Unallocated	-	96,084	-	-
Total CDBG	<u>\$ 136,951</u>	<u>\$ 181,814</u>	<u>\$ 75,767</u>	<u>\$ 184,566</u>
2005 G.O Bond Fund				
Airport	\$ 44,500	\$ -	\$ -	\$ -
General Services	23,409	264,586	13,350	400,000
Cemetery	19,951	-	-	-
Tech Services	22,702	117,915	4,299	145,000
Fire	489,176	4,836	-	-
Swimming Pools	-	200,000	149,011	65,000
Water Plant	1,183	134,545	8,045	-
Water Distribution	126,453	-	-	-
Unallocated	-	-	-	104,667
Total 2005 G.O. Bond	<u>\$ 727,374</u>	<u>\$ 721,882</u>	<u>\$ 174,705</u>	<u>\$ 714,667</u>
2007 G.O Bond Fund				
Street	\$ 1,584,305	\$ 2,976,326	\$ 786,293	\$ 2,400,000
Unallocated	-	-	-	9,043
Total 2007 G.O. Bond	<u>\$ 1,584,305</u>	<u>\$ 2,976,326</u>	<u>\$ 786,293</u>	<u>\$ 2,409,043</u>
2008A G.O Bond Fund				
Storm Sewer	\$ -	\$ 2,468,117	\$ 152,856	\$ 2,500,000
Street	-	1,480,870	294,924	1,100,000
Unallocated	-	-	-	202,126
Total 2008A G.O. Bond	<u>\$ -</u>	<u>\$ 3,948,987</u>	<u>\$ 447,780</u>	<u>\$ 3,802,126</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Current and Prior Years' Expenditure Summary by Fund Type
 (continued)

FUND & DEPARTMENT	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 APPROVED
2008B G.O Bond Fund				
General Services	\$ -	\$ 46,554	\$ 46,554	\$ -
Parks & Recreation	-	1,953,837	1,953,837	54,605
Unallocated	-	-	-	-
Total 2008B G.O. Bond	<u>\$ -</u>	<u>\$ 2,000,391</u>	<u>\$ 2,000,391</u>	<u>\$ 54,605</u>
Total Capital Projects Funds	<u>\$ 5,982,540</u>	<u>\$ 17,422,349</u>	<u>\$ 8,308,877</u>	<u>\$ 14,022,875</u>
ENTERPRISE FUNDS				
Wastewater Operating Fund:				
Wastewater Treatment Plant	\$ 2,046,515	\$ 2,342,830	\$ 2,351,306	\$ 2,325,327
Wastewater Maintenance	724,184	1,035,343	1,010,090	712,513
Transfers Out	562,904	144,784	144,784	640,500
Reserves	-	305,445	-	254,013
Total Wastewater Operating	<u>\$ 3,333,603</u>	<u>\$ 3,828,402</u>	<u>\$ 3,506,180</u>	<u>\$ 3,932,353</u>
Water Operating Fund:				
Water Plant	\$ 2,322,226	\$ 2,710,464	\$ 2,457,009	\$ 3,640,524
Water Administration	194,700	466,668	393,245	229,388
Water Distribution	1,611,911	3,162,073	2,866,771	1,575,884
Transfers Out	750,538	1,330,830	1,330,830	854,000
Reserves	-	584,786	-	483,904
Total Water Operating	<u>\$ 4,879,375</u>	<u>\$ 8,254,821</u>	<u>\$ 7,047,855</u>	<u>\$ 6,783,700</u>
Sanitation Operating Fund:				
Sanitation	\$ 3,137,260	\$ 4,279,147	\$ 4,023,040	\$ 2,912,351
Transfers Out	562,904	591,049	591,049	640,500
Reserves	-	405,432	-	376,546
Total Sanitation Operating	<u>\$ 3,700,164</u>	<u>\$ 5,275,628</u>	<u>\$ 4,614,089</u>	<u>\$ 3,929,397</u>
Municipal Golf Course Fund:				
Golf Course	\$ 540,199	\$ 647,453	\$ 589,576	\$ 589,156
Reserves	-	7,335	-	5,693
Total Municipal Golf Course	<u>\$ 540,199</u>	<u>\$ 654,788</u>	<u>\$ 589,576</u>	<u>\$ 594,849</u>
Total Enterprise Funds	<u>\$ 12,453,341</u>	<u>\$ 18,013,639</u>	<u>\$ 15,757,700</u>	<u>\$ 15,240,299</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Current and Prior Years' Expenditure Summary by Fund Type
 (continued)

FUND & DEPARTMENT	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 APPROVED
INTERNAL SERVICE FUNDS				
Workers' Compensation Fund:				
Accounting & Finance	\$ 611	\$ -	\$ 2,714	\$ -
Building Services	1,878	1,500	1,312	1,000
Building Maintenance	2,104	30,750	27,858	23,250
General Services	16,206	57,400	58,611	63,500
Community Dev	-	-	-	1,000
Fleet Maintenance	2,676	8,500	13,102	15,500
Engineering	-	750	-	1,000
Fire	44,376	67,000	52,947	65,000
Police	50,377	105,000	173,119	135,000
Street	1,589	5,500	2,425	3,000
Park & Recreation	13,736	11,000	29,765	12,000
Swimming Pools	-	-	2,116	-
Golf Course	15,329	11,000	7,035	1,000
Wastewater Maintenance	1,038	1,500	3,857	1,500
Water Plant	11,308	31,000	20,258	1,000
Water Distribution	38,158	40,000	20,259	54,000
Sanitation	66,943	90,500	46,022	90,000
Total Workers' Compensation	<u>\$ 266,329</u>	<u>\$ 461,400</u>	<u>\$ 461,400</u>	<u>\$ 467,750</u>
Health Insurance Fund:				
Medical Claims	\$ 2,327,585	\$ 2,300,000	\$ 2,222,562	\$ 2,250,000
Administration Fees	328,370	400,000	400,000	450,000
Total Health Insurance	<u>\$ 2,655,955</u>	<u>\$ 2,700,000</u>	<u>\$ 2,622,562</u>	<u>\$ 2,700,000</u>
Total Internal Service Funds	<u>\$ 2,922,284</u>	<u>\$ 3,161,400</u>	<u>\$ 3,083,962</u>	<u>\$ 3,167,750</u>
FIDUCIARY FUNDS				
Mausoleum Trust Fund:				
Mausoleum	<u>\$ 5,054</u>	<u>\$ 18,079</u>	<u>\$ -</u>	<u>\$ 13,137</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Current and Prior Years' Expenditure Summary by Fund Type
 (continued)

FUND & DEPARTMENT	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 APPROVED
BARTLESVILLE MUNICIPAL AUTHORITY				
BMA - Wastewater Fund:				
BMA Wastewater Operating	\$ 29,991	\$ 32,180	\$ 29,805	\$ 33,000
Transfers Out	<u>3,333,602</u>	<u>3,348,005</u>	<u>3,348,005</u>	<u>3,686,746</u>
Total BMA - Wastewater	<u>\$ 3,363,593</u>	<u>\$ 3,380,185</u>	<u>\$ 3,377,810</u>	<u>\$ 3,719,746</u>
BMA - Water Fund:				
BMA - Water Operating	\$ 3,571,131	\$ 3,535,907	\$ 3,111,736	\$ 2,875,000
BMA - Water Construction	1,037,925	-	-	-
Transfers Out	<u>4,879,376</u>	<u>6,837,129</u>	<u>6,837,129</u>	<u>6,560,261</u>
Total BMA - Water	<u>\$ 9,488,432</u>	<u>\$ 10,373,036</u>	<u>\$ 9,948,865</u>	<u>\$ 9,435,261</u>
BMA - Street Fund:				
BMA Street Operating	\$ 435,006	\$ 442,750	\$ 442,750	\$ 272,750
BMA Street Construction	-	-	-	-
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>135,252</u>
Total BMA - Street	<u>\$ 435,006</u>	<u>\$ 442,750</u>	<u>\$ 442,750</u>	<u>\$ 408,002</u>
Total BMA Funds	<u>\$ 13,287,031</u>	<u>\$ 14,195,971</u>	<u>\$ 13,769,425</u>	<u>\$ 13,563,009</u>
TOTAL EXPENSES ALL FUNDS	<u>\$ 58,545,375</u>	<u>\$ 88,335,434</u>	<u>\$ 71,573,726</u>	<u>\$ 76,247,954</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Estimated Change in Fund Equity – All Funds

The City uses the term “fund balance” to represent the net beginning balance of resources and obligations available to be budgeted. The resources and obligations that the fund balance represents differs in each fund, but all of them are derived from the City’s budgetary basis of accounting. Using the definition of the City’s budget basis of accounting that was supplied earlier, fund balance could be comprised of cash, investments, inventory, trade accounts receivable, and accounts payable. An example from the General Fund’s 2008-09 fund balance as of July 1, 2008 is provided below.

General Fund
Budgetary Fund Balance Calculation
As of July 1, 2008

Account Title	Balance
Cash	(28,640,999.41)
Petty Cash	2,775.00
Investments	32,336,322.00
Accounts Receivable	11,927
Total Assets	3,710,025
Vouchers Payable	-
Sales Tax Payable	585
Cleet Payable	(6,175)
Deferred Revenue	(1,680)
Deposit Payable	(16,596)
Total Liabilities	(23,866)
Total Budgetary Fund Balance	3,686,159

By nature, certain components of fund balance are restricted as to use. However, if the restricted assets and liabilities that the fund balance represents are used to fund the City’s operating budget, then these amounts will be included in fund balance as well. An example of this is the restricted donations fund. This entire fund is restricted as to use, but the expenditures for the restricted donations 2009-10-Operating Budget are funded from these restricted assets. These assets net of any related liabilities are then included in the fund balance amount for this reason.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Estimated Change in Fund Equity – All Funds
 (continued)

FUND	FUND BALANCE JULY 1, 2009	ADDITIONS	REDUCTIONS	FUND BALANCE JUNE 30, 2010
GENERAL FUND				
General	\$ 3,147,322	\$ 18,143,206	\$ 19,362,395	\$ 1,928,133
SPECIAL REVENUE FUNDS				
Economic Development	\$ 912,404	\$ 1,483,158	\$ 2,395,562	\$ -
E-911	92,215	594,725	671,839	15,101
Special Library	177,669	111,100	189,021	99,748
Special Museum	344	31,500	31,500	344
Municipal Airport	2,046,625	63,000	2,109,625	-
Restricted Donations	413,767	17,820	410,925	20,662
Golf Course Memorial	8,288	180	8,468	-
JAG	4,913	69,044	68,954	5,003
Neighborhood Park	105,258	3,960	109,218	-
Cemetery Perpetual Care	90,120	4,000	94,120	-
Stadium Operating	83,137	29,550	106,757	5,930
GIS	-	-	-	-
Special Revenue Funds	<u>\$ 3,934,740</u>	<u>\$ 2,408,037</u>	<u>\$ 6,195,989</u>	<u>\$ 146,788</u>
DEBT SERVICE FUND				
Debt Service	<u>\$ 1,802,725</u>	<u>\$ 2,729,265</u>	<u>\$ 2,739,266</u>	<u>\$ 1,792,724</u>
CAPITAL PROJECTS FUNDS				
CIP - Sales Tax	\$ 2,044,473	\$ 3,019,902	\$ 5,064,375	\$ -
CIP - Park & Recreation	257,916	2,850	260,766	-
CIP - Wastewater	13,143	-	13,143	-
CIP - Wastewater Reg	554,623	944,907	1,499,530	-
CIP - Storm Sewer	19,784	270	20,054	-
CDBG	-	184,566	184,566	-
2005 GO Bond	690,637	24,030	714,667	-
2007 GO Bond	2,337,313	71,730	2,409,043	-
2008A GO Bond	3,684,136	117,990	3,802,126	-
2008B GO Bond	49,605	5,000	54,605	-
Capital Projects Funds	<u>\$ 9,651,630</u>	<u>\$ 4,371,245</u>	<u>\$ 14,022,875</u>	<u>\$ -</u>
ENTERPRISE FUNDS				
Wastewater Operating	\$ 234,987	\$ 3,697,366	\$ 3,678,340	\$ 254,013
Water Operating	172,529	6,611,171	6,299,796	483,904
Sanitation Operating	745,435	3,969,210	3,552,851	1,161,794
Municipal Golf Course	111,562	483,287	589,156	5,693
Enterprise Funds	<u>\$ 1,264,513</u>	<u>\$ 14,761,034</u>	<u>\$ 14,120,143</u>	<u>\$ 1,905,404</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Estimated Change in Fund Equity – All Funds
 (continued)

FUND	FUND BALANCE JULY 1, 2009	ADDITIONS	REDUCTIONS	FUND BALANCE JUNE 30, 2010
INTERNAL SERVICE FUNDS				
Workers' Compensation	\$ 46,902	\$ 420,848	\$ 467,750	\$ -
Health Insurance	202,676	2,497,324	2,700,000	-
Internal Service Funds	<u>\$ 249,578</u>	<u>\$ 2,918,172</u>	<u>\$ 3,167,750</u>	<u>\$ -</u>
FIDUCIARY FUNDS				
Mausoleum Trust	<u>\$ 13,137</u>	<u>\$ 180</u>	<u>\$ 13,137</u>	<u>\$ 180</u>
BARTLESVILLE MUNICIPAL AUTHORITY FUNDS				
BMA - Wastewater	\$ 408,052	\$ 3,496,204	\$ 3,719,746	\$ 184,510
BMA - Water	8,940,794	7,708,008	9,435,261	7,213,541
BMA - Street	405,752	2,250	408,002	-
BMA Funds	<u>\$ 9,754,598</u>	<u>\$ 11,206,462</u>	<u>\$ 13,563,009</u>	<u>\$ 7,398,051</u>
All Funds Total	<u>\$ 29,818,243</u>	<u>\$ 56,537,601</u>	<u>\$ 73,184,564</u>	<u>\$ 13,171,280</u>

Significant Increases or Decreases

Almost all of the funds represented above are not anticipated to have significant increases or decreases in fund balance although many appear to anticipate significant decreases. This is because the above analysis assumes that the entire appropriation for a fund will be spent. This presents a worst case scenario, but actual experience indicates that there will be a portion of the appropriation unencumbered and unspent at the end of the fiscal year.

Therefore, for funds such as most special revenue funds, capital improvement funds, internal service funds, and fiduciary funds that budget their entire available balance even if there is no intent to spend the entire balance, there appears to be a significant anticipated decrease in fund balance, but as was stated above, this would only be true if there was a need for a specific project or emergency that required the entire expenditure of these funds.

The only funds with large anticipated variances in fund balance are the Sanitation Operating Fund, the BMA – Wastewater Fund, and the BMA – Water Fund. The Sanitation Operating Fund's decrease is related to several large, one-time expenditures planned for this fiscal year that are related to the implantation of the automated poly-cart system that was explained earlier in this section.

CITY OF BARTLESVILLE
2009-10-Operating Budget
Estimated Change in Fund Equity – All Funds
(continued)

The BMA – Wastewater and BMA – Water Funds are both suffering from declining utility revenues. It is believed that this decline is temporary, and due mainly to excess rainfall and flooding. While the decline is anticipated to reverse with a return to normal weather patterns, the City has taken steps to ensure that the utility operations will not be adversely affected if the downward trend should continue. These steps include reducing expenditures, extending the term on water related debt, and establishing sufficient reserves to support a continuation of services even in the event of a disaster.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Percentage Change from Prior Budget – General and Enterprise Funds

<i>FUND & DEPARTMENT</i>	<i>2008-09 BUDGET</i>	<i>2009-10 BUDGET</i>	<i>% INCREASE (DECREASE)</i>
GENERAL FUND			
General Fund:			
City Council			
Contractual Services	\$ 28,300	\$ 31,800	12.4%
Materials and Supplies	1,300	1,350	3.8%
City Council Total	\$ 29,600	\$ 33,150	12.0%
Administration			
Personnel Services	\$ 406,981	\$ 361,826	-11.1%
Contractual Services	71,735	41,270	-42.5%
Materials and Supplies	9,020	8,660	-4.0%
Administration Total	\$ 487,736	\$ 411,756	-15.6%
Accounting and Finance			
Personnel Services	\$ 775,265	\$ 840,887	8.5%
Contractual Services	240,994	358,805	48.9%
Materials and Supplies	15,150	13,850	-8.6%
Accounting and Finance Total	\$ 1,031,409	\$ 1,213,542	17.7%
Treasury			
Contractual Services	\$ 102,880	\$ -	-100.0%
Legal			
Personnel Services	\$ 124,383	\$ 117,913	-5.2%
Contractual Services	31,500	21,000	-33.3%
Materials and Supplies	200	100	-50.0%
Legal Total	\$ 156,083	\$ 139,013	-10.9%
Building & Neighbor Service			
Personnel Services	\$ 451,785	\$ 559,565	23.9%
Contractual Services	165,710	163,460	-1.4%
Materials and Supplies	22,400	24,650	10.0%
Capital Outlay	10,000	-	-100.0%
Building & Neighbor Service Total	\$ 649,895	\$ 747,675	15.0%
Building Maintenance			
Personnel Services	\$ 415,047	\$ 437,229	5.3%
Contractual Services	20,900	19,400	-7.2%
Materials and Supplies	26,500	21,000	-20.8%
Capital Outlay	8,000	-	-100.0%
Building Maintenance Total	\$ 470,447	\$ 477,629	1.5%

CITY OF BARTLESVILLE

2009-10-Operating Budget

Percentage Change from Prior Budget – General and Enterprise Funds (continued)

FUND & DEPARTMENT	2008-09 BUDGET	2009-10 BUDGET	% INCREASE (DECREASE)
General Services			
Contractual Services	\$ 1,083,819	\$ 927,270	-14.4%
Materials and Supplies	58,963	55,500	-5.9%
Capital Outlay	14,500	-	-100.0%
General Services Total	<u>\$ 1,157,282</u>	<u>\$ 982,770</u>	<u>-15.1%</u>
Cemetery			
Personnel Services	\$ 37,461	\$ 45,156	20.5%
Contractual Services	9,250	9,725	5.1%
Materials and Supplies	6,140	5,400	-12.1%
Cemetery Total	<u>\$ 52,851</u>	<u>\$ 60,281</u>	<u>14.1%</u>
Community Development			
Personnel Services	\$ 293,702	\$ 325,225	10.7%
Contractual Services	101,775	73,200	-28.1%
Materials and Supplies	7,150	6,850	-4.2%
Community Development Total	<u>\$ 402,627</u>	<u>\$ 405,275</u>	<u>0.7%</u>
Technical Services			
Contractual Services	\$ 32,435	\$ 64,400	98.6%
Materials and Supplies	41,765	5,300	-87.3%
Capital Outlay	172,620	17,200	-90.0%
Technical Services Total	<u>\$ 246,820</u>	<u>\$ 86,900</u>	<u>-64.8%</u>
Engineering			
Personnel Services	\$ 680,202	\$ 646,931	-4.9%
Contractual Services	29,572	31,950	8.0%
Materials and Supplies	13,200	12,750	-3.4%
Engineering Total	<u>\$ 722,974</u>	<u>\$ 691,631</u>	<u>-4.3%</u>
Fleet Maintenance			
Personnel Services	\$ 308,362	\$ 331,045	7.4%
Contractual Services	33,612	28,200	-16.1%
Materials and Supplies	39,200	42,200	7.7%
Capital Outlay	9,000	-	-100.0%
Fleet Maintenance Total	<u>\$ 390,174</u>	<u>\$ 401,445</u>	<u>2.9%</u>
Fire			
Personnel Services	\$ 4,547,964	\$ 4,561,551	0.3%
Contractual Services	274,135	265,142	-3.3%
Materials and Supplies	147,820	145,525	-1.6%
Capital Outlay	26,793	24,000	-10.4%
Fire Total	<u>\$ 4,996,712</u>	<u>\$ 4,996,218</u>	<u>0.0%</u>

CITY OF BARTLESVILLE

2009-10-Operating Budget

Percentage Change from Prior Budget – General and Enterprise Funds (continued)

FUND & DEPARTMENT	2008-09 BUDGET	2009-10 BUDGET	% INCREASE (DECREASE)
Police			
Personnel Services	\$ 4,084,626	\$ 4,247,655	4.0%
Contractual Services	283,144	260,500	-8.0%
Materials and Supplies	251,020	234,060	-6.8%
Capital Outlay	26,385	19,000	-28.0%
Police Total	<u>\$ 4,645,175</u>	<u>\$ 4,761,215</u>	<u>2.5%</u>
Street			
Personnel Services	\$ 703,254	\$ 667,989	-5.0%
Contractual Services	260,965	280,200	7.4%
Materials and Supplies	347,242	300,500	-13.5%
Street Total	<u>\$ 1,311,461</u>	<u>\$ 1,248,689</u>	<u>-4.8%</u>
Library			
Personnel Services	\$ 854,749	\$ 834,434	-2.4%
Contractual Services	176,909	154,125	-12.9%
Materials and Supplies	114,648	115,120	0.4%
Capital Outlay	24,571	2,000	-91.9%
Library Total	<u>\$ 1,170,877</u>	<u>\$ 1,105,679</u>	<u>-5.6%</u>
History Museum			
Personnel Services	\$ 165,557	\$ 164,969	-0.4%
Contractual Services	11,325	9,700	-14.3%
Materials and Supplies	11,225	11,000	-2.0%
Capital Outlay	3,000	-	-100.0%
History Museum Total	<u>\$ 191,107</u>	<u>\$ 185,669</u>	<u>-2.8%</u>
Park and Recreation			
Personnel Services	\$ 687,422	\$ 704,440	2.5%
Contractual Services	136,723	111,233	-18.6%
Materials and Supplies	140,908	128,898	-8.5%
Capital Outlay	101,267	9,950	-90.2%
Park and Recreation Total	<u>\$ 1,066,320</u>	<u>\$ 954,521</u>	<u>-10.5%</u>
Swimming Pools			
Personnel Services	\$ 51,805	\$ 77,545	49.7%
Contractual Services	27,368	30,060	9.8%
Materials and Supplies	19,125	76,200	298.4%
Swimming Pools Total	<u>\$ 98,298</u>	<u>\$ 183,805</u>	<u>87.0%</u>

CITY OF BARTLESVILLE

2009-10-Operating Budget

Percentage Change from Prior Budget – General and Enterprise Funds (continued)

FUND & DEPARTMENT	2008-09 BUDGET	2009-10 BUDGET	% INCREASE (DECREASE)
Transfers Out			
To E-911 Fund	\$ -	\$ 157,635	N/A
To Doenges Memorial Stadium	59,992	-	-100.0%
To Adams Golf Course	311,492	117,897	-62.2%
Total Transfers Out	<u>\$ 371,484</u>	<u>\$ 275,532</u>	<u>-25.8%</u>
Reserves			
Compensated Absences Reserve	\$ 461,734	\$ 525,241	13.8%
Severance Reserve	24,500	25,000	2.0%
Operating Reserve	1,750,386	1,377,892	-21.3%
Total Reserves	<u>\$ 2,236,620</u>	<u>\$ 1,928,133</u>	<u>-13.8%</u>
Total General Fund	<u>\$ 21,988,832</u>	<u>\$ 21,290,528</u>	<u>-3.2%</u>
ENTERPRISE FUNDS			
Wastewater Operating Fund:			
Wastewater Treatment Plant			
Contractual Services	\$ 1,986,522	\$ 2,061,327	3.8%
Materials and Supplies	1,000	-	-100.0%
Capital Outlay	355,308	264,000	-25.7%
Wastewater Treatment Plant Total	<u>\$ 2,342,830</u>	<u>\$ 2,325,327</u>	<u>-0.7%</u>
Wastewater Maintenance			
Personnel Services	\$ 895,913	\$ 578,358	-35.4%
Contractual Services	57,840	52,125	-9.9%
Materials and Supplies	76,090	76,255	0.2%
Capital Outlay	5,500	5,775	5.0%
Wastewater Maintenance Total	<u>\$ 1,035,343</u>	<u>\$ 712,513</u>	<u>-31.2%</u>
Transfers Out			
To General	<u>\$ 144,784</u>	<u>\$ 640,500</u>	<u>342.4%</u>
Reserves			
Operating Reserve	\$ 284,221	\$ 238,600	-16.1%
Compensated Absences Reserve	21,224	15,413	-27.4%
Total Reserves	<u>\$ 305,445</u>	<u>\$ 254,013</u>	<u>-16.8%</u>
Total Wastewater Operating	<u>\$ 3,828,402</u>	<u>\$ 3,932,353</u>	<u>2.7%</u>

CITY OF BARTLESVILLE

2009-10-Operating Budget

Percentage Change from Prior Budget – General and Enterprise Funds (continued)

FUND & DEPARTMENT	2008-09 BUDGET	2009-10 BUDGET	% INCREASE (DECREASE)
Water Operating Fund:			
Water Plant			
Personnel Services	\$ 803,924	\$ 1,597,924	98.8%
Contractual Services	1,144,209	1,003,700	-12.3%
Materials and Supplies	751,001	888,900	18.4%
Capital Outlay	11,330	150,000	1223.9%
Water Plant Total	<u>\$ 2,710,464</u>	<u>\$ 3,640,524</u>	<u>34.3%</u>
Water Administration			
Personnel Services	\$ 189,948	\$ 201,713	6.2%
Contractual Services	92,730	19,325	-79.2%
Materials and Supplies	8,990	5,350	-40.5%
Capital Outlay	175,000	3,000	-98.3%
Water Administration Total	<u>\$ 466,668</u>	<u>\$ 229,388</u>	<u>-50.8%</u>
Water Distribution			
Personnel Services	\$ 1,112,164	\$ 1,231,694	10.7%
Contractual Services	30,050	31,125	3.6%
Materials and Supplies	322,797	304,125	-5.8%
Capital Outlay	1,697,062	8,940	-99.5%
Water Distribution Total	<u>\$ 3,162,073</u>	<u>\$ 1,575,884</u>	<u>-50.2%</u>
Transfers Out			
To General	\$ 1,204,330	\$ 854,000	-29.1%
To 2005 G.O. Bond Fund	126,500	-	-100.0%
Total Transfers Out	<u>\$ 1,330,830</u>	<u>\$ 854,000</u>	<u>-35.8%</u>
Reserves			
Operating Reserve	\$ 515,789	\$ 429,650	-16.7%
Compensated Absences Reserve	68,997	54,254	-21.4%
Total Reserves	<u>\$ 584,786</u>	<u>\$ 483,904</u>	<u>-17.3%</u>
Total Water Operating	<u>\$ 8,254,821</u>	<u>\$ 6,783,700</u>	<u>-17.8%</u>
Sanitation Operating Fund:			
Sanitation			
Personnel Services	\$ 1,889,678	\$ 1,795,361	-5.0%
Contractual Services	936,390	861,390	-8.0%
Materials and Supplies	267,580	252,600	-5.6%
Capital Outlay	1,185,499	3,000	-99.7%
Sanitation Total	<u>\$ 4,279,147</u>	<u>\$ 2,912,351</u>	<u>-31.9%</u>

CITY OF BARTLESVILLE

2009-10-Operating Budget

Percentage Change from Prior Budget – General and Enterprise Funds (continued)

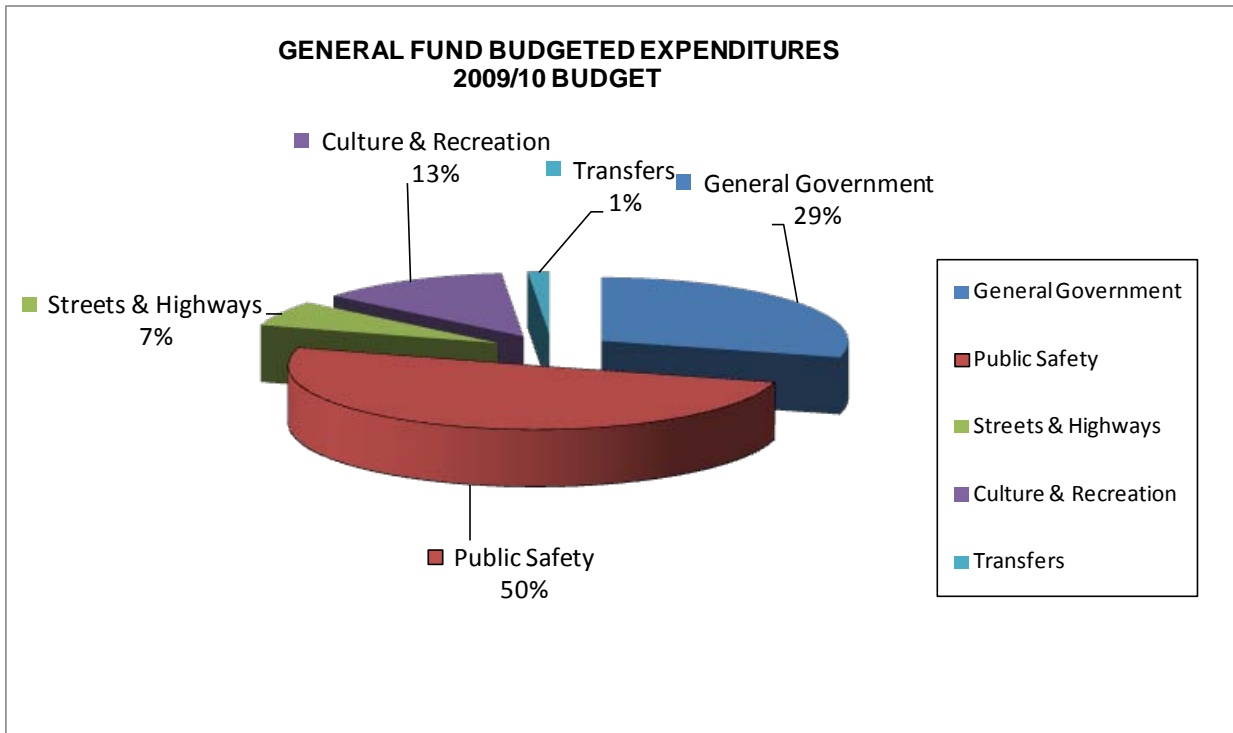
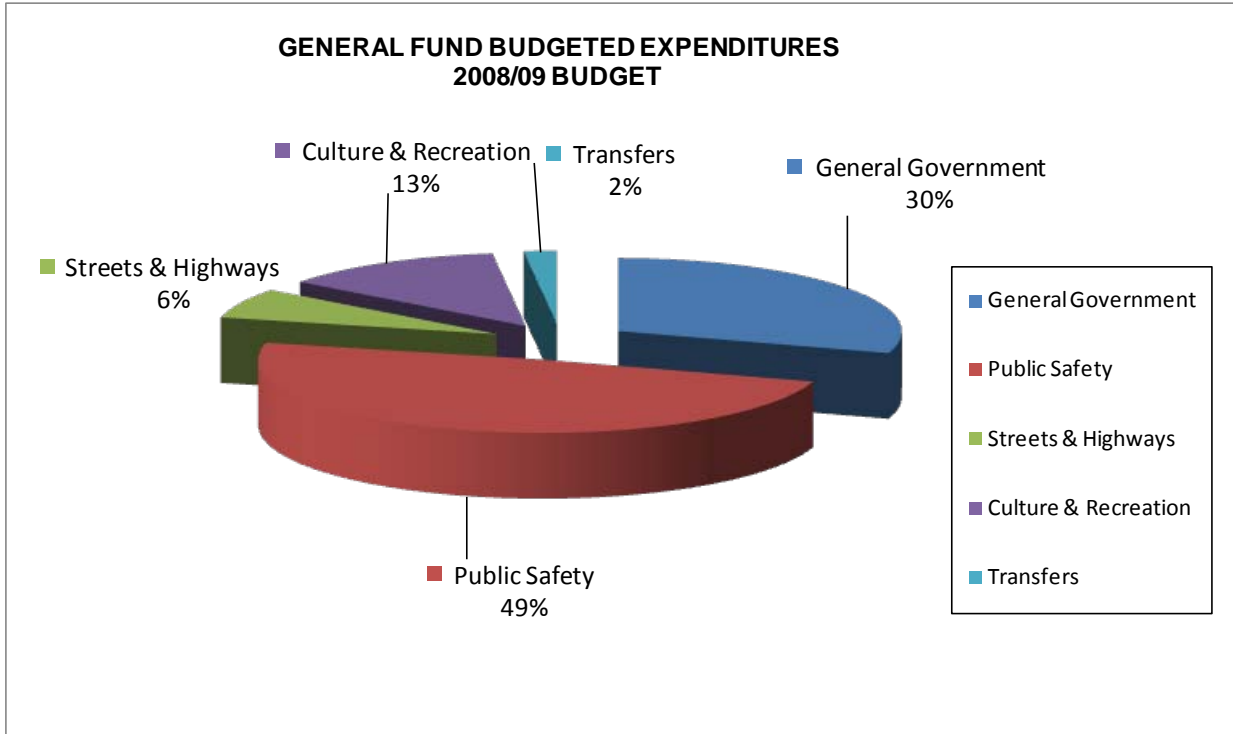
FUND & DEPARTMENT	2008-09 BUDGET	2009-10 BUDGET	% INCREASE (DECREASE)
Transfers Out To General	\$ 591,049	\$ 640,500	8.4%
Reserves			
Operating Reserve	\$ 331,084	\$ 319,487	-3.5%
Compensated Absences Reserve	74,348	57,059	-23.3%
Total Reserves	\$ 405,432	\$ 376,546	-7.1%
Total Sanitation Operating	\$ 5,275,628	\$ 3,929,397	-25.5%
Municipal Golf Course Fund:			
Golf Course			
Personnel Services	\$ 333,253	\$ 285,018	-14.5%
Contractual Services	177,519	166,307	-6.3%
Materials and Supplies	136,681	137,831	0.8%
Golf Course Total	\$ 647,453	\$ 589,156	-9.0%
Reserves			
Compensated Absences Reserve	\$ 7,335	\$ 5,693	-22.4%
Total Municipal Golf Course	\$ 654,788	\$ 594,849	-9.2%
Total Enterprise Funds	\$ 18,013,639	\$ 15,240,299	-15.4%

GENERAL FUND



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CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Expenditure Graphs



CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Expenditure Summary by Function

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST
City Council	\$ 13,871	\$ 29,600	\$ 15,696	\$ 33,150
Administration	362,912	487,736	398,815	411,756
Accounting and Finance	971,709	1,031,409	1,027,897	1,213,542
Treasury	60,176	102,880	73,279	-
Legal	115,123	156,083	134,733	139,013
Building and Neighborhood Services	521,468	649,895	649,810	747,675
Building Maintenance	393,848	470,447	444,831	477,629
General Services	1,063,597	1,157,282	918,613	982,770
Cemetery	54,841	52,851	48,256	60,281
Community Development	356,015	402,627	375,875	405,275
Technical Services	250,903	246,820	239,220	86,900
Engineering	653,946	722,974	698,621	691,631
Fleet Maintenance	328,536	390,174	366,041	401,445
Fire	4,898,164	4,996,712	4,937,092	4,996,218
Police	4,468,329	4,645,175	4,594,955	4,761,215
Street	1,116,153	1,311,461	1,197,130	1,248,689
Library	1,080,485	1,170,877	1,132,692	1,105,679
History Museum	171,996	191,107	132,563	185,669
Park and Recreation	1,082,975	1,066,320	950,350	954,521
Swimming Pools	124,978	98,298	58,703	183,805
Transfer Out:				
To E-911 Fund	106,596	-	-	157,635
To Doenges Memorial Stadium	63,741	59,992	59,992	-
To Adams Golf Course	137,519	311,492	311,492	117,897
Reserves:				
Compensated Absences Reserve	-	461,734	-	525,241
Severance Reserve	-	24,500	-	25,000
Operating Reserve	-	1,750,386	-	1,377,892
Total Expenditures and Reserves	\$ 18,397,881	\$ 21,988,832	\$ 18,766,656	\$ 21,290,528

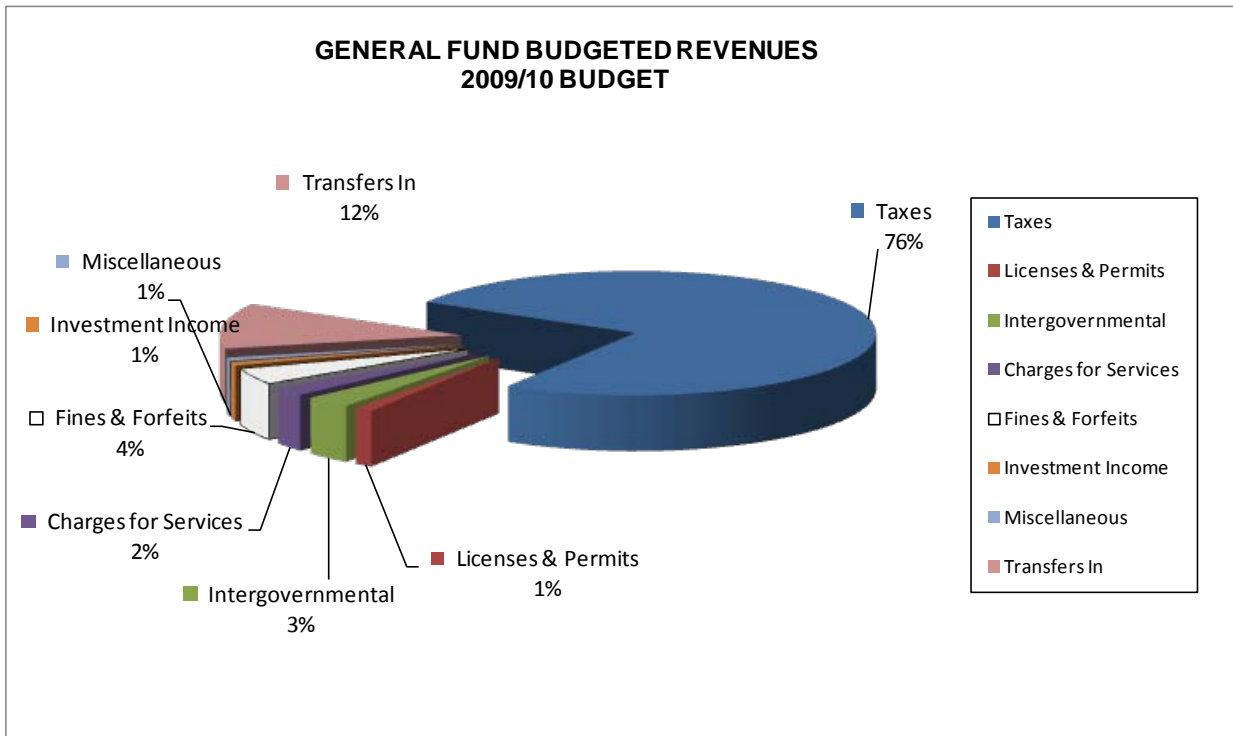
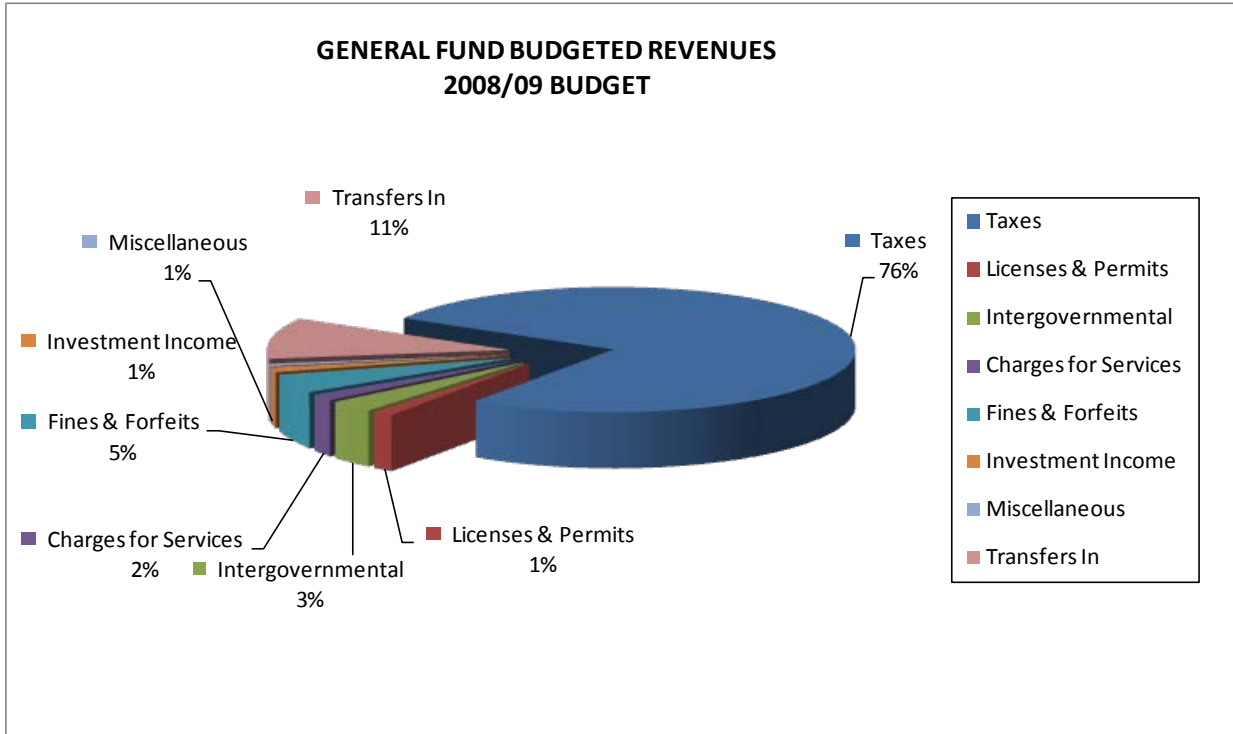
CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Expenditure Summary by Line Item

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 9,698,829	\$ 10,409,380	\$ 10,113,751	\$ 10,465,100	\$ 10,433,000	\$ 10,433,000
51120 OVERTIME	465,514	499,600	478,503	504,600	503,600	503,600
51130 FICA	547,275	615,305	571,025	620,496	618,045	618,045
51140 GROUP INSURANCE	1,378,653	1,588,128	1,604,484	1,752,659	1,752,659	1,752,659
51150 RETIREMENT	407,542	573,561	542,533	588,013	584,482	584,482
51160 PENSION	738,467	748,300	728,431	753,973	753,973	753,973
51170 WORKER'S COMPENSATION	226,210	154,291	154,291	270,321	270,321	270,321
51180 UNEMPLOYMENT COMP	7,997	-	570	8,280	8,280	8,280
TOTAL PERSONNEL SERVICES	\$ 13,470,487	\$ 14,588,565	\$ 14,193,588	\$ 14,963,442	\$ 14,924,360	\$ 14,924,360
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 334,851	\$ 355,183	\$ 318,913	\$ 348,398	\$ 329,028	\$ 329,028
52210 FINANCIAL SERVICES	52,034	110,380	78,276	117,500	117,500	117,500
52310 UTILITIES & COMMUNICATIONS	579,854	656,065	646,536	697,407	679,247	679,247
52410 PROFESSIONAL SERVICES	192,944	162,351	196,892	184,600	161,100	161,100
52510 OTHER SERVICES	494,574	737,911	641,155	703,737	700,026	700,026
52610 MAINT. & REPAIR SERVICE	204,669	292,902	177,660	277,364	245,730	245,730
52710 OPERATIONAL SERVICES	271,182	330,750	211,261	215,300	215,300	215,300
52810 INSURANCE & BONDS	365,317	346,440	303,195	302,440	302,440	302,440
52910 DEBT SERVICE - INTEREST	10,170	10,539	12,646	5,380	5,380	5,380
52911 DEBT SERVICE - PRINCIPAL	120,899	120,530	120,530	125,689	125,689	125,689
52950 MISCELLANEOUS	233	-	(912)	-	-	-
TOTAL CONTRACTUAL SERVICES	\$ 2,626,727	\$ 3,123,051	\$ 2,706,152	\$ 2,977,815	\$ 2,881,440	\$ 2,881,440
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 247,074	\$ 111,300	\$ 96,385	\$ 83,030	\$ 82,030	\$ 82,030
53210 JANITORIAL SUPPLIES	24,636	23,250	25,426	26,405	26,005	26,005
53310 GENERAL SUPPLIES	352,290	346,176	286,605	377,400	344,245	344,245
53410 TOOLS & EQUIPMENT	32,390	32,900	15,947	37,450	33,300	33,300
53510 FUEL	289,831	279,929	251,011	279,319	273,619	273,619
53610 MAINT. & REPAIR MATERIALS	456,930	479,421	451,110	459,864	449,714	449,714
TOTAL MATERIALS & SUPPLIES	\$ 1,403,151	\$ 1,272,976	\$ 1,126,484	\$ 1,263,468	\$ 1,208,913	\$ 1,208,913

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Expenditure Summary by Line Item
(continued)

CAPITAL OUTLAY	2006-07 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
55910 LAND	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -
55920 BUILDINGS & STRUCTURES	50,429	122,071	122,071	-	-	-
55930 OTHER IMPROVEMENTS	185,899	1,500	1,500	9,950	9,950	9,950
55940 MACHINERY & EQUIPMENT	17,448	31,152	10,767	101,000	-	-
55950 OFFICE EQUIP & FURNISH	66,641	196,120	199,771	26,200	19,200	19,200
55960 VEHICLES & EQUIPMENT	169,243	45,293	34,839	138,000	43,000	43,000
TOTAL CAPITAL OUTLAY	\$ 589,660	\$ 396,136	\$ 368,948	\$ 275,150	\$ 72,150	\$ 72,150
TRANSFERS OUT						
59207 E 9-1-1 FUND	\$ 106,596	\$ -	\$ -	\$ 157,635	\$ 157,635	\$ 157,635
59276 DOENGES MEMORIAL STADIUM	63,741	59,992	59,992	-	-	-
59513 ADAMS GOLF COURSE	137,519	311,492	311,492	117,897	117,897	117,897
TOTAL TRANSFERS	\$ 307,856	\$ 371,484	\$ 371,484	\$ 275,532	\$ 275,532	\$ 275,532
TOTAL BUDGET						
	\$ 18,397,881	\$ 19,752,212	\$ 18,766,656	\$ 19,755,407	\$ 19,362,395	\$ 19,362,395

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Revenue Graphs



CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Revenue Summary by Source

REVENUE BY SOURCE		<i>Revenues</i>			
		2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Sales Tax		\$ 11,734,725	\$ 11,994,949	\$ 11,967,948	\$ 11,668,749
Hotel-Motel Tax		267,971	329,200	210,441	214,600
Franchise Tax		1,660,064	1,637,700	1,790,773	1,814,300
Licenses & Permits		260,951	259,500	224,476	228,200
Intergovernmental		788,748	568,410	601,963	571,662
Charges for Services		332,669	313,800	335,401	421,965
Fines and Forfeits		857,176	891,900	760,926	760,600
Interest and Investment Income		639,820	238,400	187,764	168,930
Donations and Miscellaneous		336,611	129,000	207,964	154,700
Transfer In:	Wastewater	562,904	144,784	144,784	640,500
	Water	780,821	1,204,330	1,204,330	854,000
	Sanitation	562,904	591,049	591,049	640,500
	Special Museum	-	-	-	4,500
Fund Balance		<u>3,383,661</u>	<u>3,288,962</u>	<u>3,686,159</u>	<u>3,147,322</u>
Total Available for Appropriation		<u><u>\$ 22,169,025</u></u>	<u><u>\$ 21,591,984</u></u>	<u><u>\$ 21,913,978</u></u>	<u><u>\$ 21,290,528</u></u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Personnel Summary

Personnel

PERSONNEL COUNTS BY DEPARTMENT	2007-08 ACTUAL FTEs	2008-09 BUDGETED FTEs	2008-09 ACTUAL FTEs	2009-10 BUDGETED FTEs
Administration	4	5.5	5.5	4.5
Accounting and Finance	15.75	15.75	15.75	15.75
Legal	2	2	2	2
Building and Neighbor Services	11	11	11	11
Building Maintenance	6	8	8	8
General Services	2	0	0	0
Cemetery	1	1	1	1
Community Development	4	4	4	4
Engineering	9	9	9	9
Fleet Maintenance	5	5	5	5
Fire	71	71	70	71
Police	69	71	71	70
Street	10.5	10.5	13.5	12.5
Library	18.385	18.385	18.385	18.385
History Museum	4.25	5.47	4.47	4.696
Park and Recreation	13.75	13.75	13.75	14.75
Swimming Pools	NA	NA	NA	NA
Total Personnel	246.635	251.355	252.355	251.58

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Capital Outlay Summary

Capital

EXPENDITURES BY DEPARTMENT	2009-10 BUDGETED CAPITAL EXPENDITURES
Technical Services	\$ 17,200
Fire	24,000
Police	19,000
Library	2,000
Park	9,950
Total Expenditures	\$ 72,150

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – City Council – Summary

Department Mission: To use oversight and policy making powers to plan for the long term benefit of the City. The Council encourages critical analysis of all problems to help find new and better solutions.

Department Description: The City Council is the policy-making and legislative body of the City of Bartlesville. It is responsible to the electorate for the programs, policies, and improvements of the City. The City Council approves the annual budget and all contracts, ordinances, and resolutions of the City. It also makes appointments to the various boards and committees of the municipal government and the public trusts of which it is the beneficiary.

2009 Accomplishments:

- Maintained reserve levels per recommended accounting practices
- Continued implementation of poly cart system
- Provided employees a triggered COLA bonus
- Provided employees a 5% merit increase

2010 Objectives:

- Provide strategic leadership to community
- Sustain growth and development during lean economic environment
- Seek grants and funding to improve and support services provided

Budget Highlights: The major budgeted expenditures for the City Council are training seminars, elections, and the annual audit.

FUND 101 GENERAL DEPT 110 CITY COUNCIL				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$13,871	\$29,600	\$15,696	\$33,150	\$33,150

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – City Council – Line Item Detail

CONTRACTUAL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
52110 EMPLOYMENT SERVICES	\$ 1,929	\$ 6,800	\$ 6,110	\$ 6,800	\$ 6,800	\$ 6,800
52410 PROFESSIONAL SERVICES	446	500	-	500	4,000	4,000
52510 OTHER SERVICES	10,242	21,000	8,008	21,000	21,000	21,000
TOTAL CONTRACTUAL SERVICES	\$ 12,617	\$ 28,300	\$ 14,118	\$ 28,300	\$ 31,800	\$ 31,800
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 38	\$ 50	\$ 204	\$ 100	\$ 100	\$ 100
53310 GENERAL SUPPLIES	1,216	1,250	1,374	1,250	1,250	1,250
TOTAL MATERIALS & SUPPLIES	\$ 1,254	\$ 1,300	\$ 1,578	\$ 1,350	\$ 1,350	\$ 1,350
TOTAL BUDGET						
	\$ 13,871	\$ 29,600	\$ 15,696	\$ 29,650	\$ 33,150	\$ 33,150

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Administration – Summary

Department Mission: To implement the policies of Council and manage the day to day affairs of the City while keeping in mind the long range goals of the City as a whole. To engage and build a positive relationship with employees, providing a rewarding and challenging workplace.

Department Description: This department includes the activities of the City Manager and the Human Resources Director. The City Manager is responsible to the City Council for administering the daily activities of the various departments of the city government and for implementing the policies and procedures adopted by the City Council. The manager is also responsible for preparing the annual budget and implementing the budget approved by the City Council. The Human Resources Director is responsible for the personnel policies and administration of the payroll plan and various benefit plans of the City.

2009 Accomplishments:

- Received Healthy Cities Award
- Changed dental provider for employees to lower costs and improve provider access.
- Increased employee recognition via Employee of the Month Program and Service Award Luncheon
- Provided Supervisors and Managers training program through OML
- Established open lines of communication between IAFF & FOP unions.
- Increased utilization of educational reimbursement program. Employees attending college level courses and improving skills at an all time high.
- Implemented lunch with City Manager program

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Administration – Summary
 (continued)

- 2010 Objectives:
- Implement programs to improve health and wellness of workforce.
 - Create and implement programs that improve efficiencies and result in cost savings regarding personnel and benefits
 - Introduce new employee suggestion program
 - Engage and reward management and employees utilizing multiple recognition programs.

Budget Highlights: The major budgeted expenditures for Administration are personnel expenditures for the City Manager, Human Resources Director, and their employees and educational reimbursements for the City as a whole. The court clerks and their functions have been transferred to the Accounting and Finance department.

FUND 101 GENERAL DEPT 120 ADMINISTRATION				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$362,912	\$487,736	\$398,815	\$411,756	\$411,756

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Administration – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 233,918	\$ 331,000	\$ 265,084	\$ 276,000	\$ 276,000	\$ 276,000
51120 OVERTIME	91	-	3,469	4,000	4,000	4,000
51130 FICA	17,370	26,000	19,537	22,000	22,000	22,000
51140 GROUP INSURANCE	4,115	11,981	11,981	27,826	27,826	27,826
51150 RETIREMENT	22,199	38,000	31,500	32,000	32,000	32,000
51160 PENSION	3,464	-	-	-	-	-
TOTAL PERSONAL SERVICES	\$ 281,157	\$ 406,981	\$ 331,571	\$ 361,826	\$ 361,826	\$ 361,826
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 37,617	\$ 50,000	\$ 38,587	\$ 23,040	\$ 23,040	\$ 23,040
52210 FINANCIAL SERVICES	126	-	-	-	-	-
52310 UTILITIES & COMMUNICATIONS	1,587	3,500	1,904	3,310	3,310	3,310
52410 PROFESSIONAL SERVICES	6,921	4,000	4,828	10,000	4,000	4,000
52510 OTHER SERVICES	10,234	13,235	13,777	9,920	9,920	9,920
52610 MAINT. & REPAIR SERVICE	545	1,000	-	1,000	1,000	1,000
TOTAL CONTRACTUAL SERVICES	\$ 57,030	\$ 71,735	\$ 59,096	\$ 47,270	\$ 41,270	\$ 41,270
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 19,837	\$ 5,000	\$ 3,467	\$ 4,500	\$ 4,500	\$ 4,500
53210 JANITORIAL SUPPLIES	58	-	-	-	-	-
53310 GENERAL SUPPLIES	4,750	3,860	4,668	4,000	4,000	4,000
53610 MAINT. & REPAIR MATERIALS	80	160	13	160	160	160
TOTAL MATERIALS & SUPPLIES	\$ 24,725	\$ 9,020	\$ 8,148	\$ 8,660	\$ 8,660	\$ 8,660
TOTAL BUDGET						
	\$ 362,912	\$ 487,736	\$ 398,815	\$ 417,756	\$ 411,756	\$ 411,756

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Administration – Personnel and Capital Detail

**FUND 101 GENERAL
 DEPT 120 ADMINISTRATION**

PERSONNEL SCHEDULE

CLASSIFICATION	2007-08 ACTUAL NUMBER OF EMPLOYEES	2008-09 BUDGETED NUMBER OF EMPLOYEES	2008-09 ACTUAL NUMBER OF EMPLOYEES	2009-10 BUDGTED NUMBER OF EMPLOYEES
City Manager	1	1	1	1
Human Resources Administrator	0	1	1	1
Executive Assistant	1	1	1	1
Human Resources Manager	1	1	1	0
HR Generalist	1	1	1	1.5
Communication Specialist	0	0.5	0.5	0
TOTAL	4	5.5	5.5	4.5

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Accounting and Finance – Summary

Department Mission: We will embody the spirit of our community by striving to attain excellence in customer service, teamwork, ethics, and accountability.

Department Description: Under the supervision of the City Clerk/Treasurer, the Accounting and Finance department performs all of the finance and treasury functions for the City. These combined functions are divided into the following divisions:

Utility Billing: responsible for customer billing, debt collection, and customer service.

Accounts Receivable: responsible for receipting of all funds, administration of property assessments, and customer service.

Court Clerk: responsible for court clerk functions, reporting to State authorities, and customer service.

Accounts Payable: responsible for disbursement of funds to vendors, 1099 reporting, and internal customer service.

Payroll: responsible for payroll processing, disbursement of funds to employees, payroll reporting to IRS and other agencies, and internal customer service.

Accounting: responsible for reconciliation and review of accounting records, budget preparation, audit coordination, long term financial planning, and internal customer service.

City Clerk: responsible for the custody and maintenance of all the City's documents, posting of meeting notices and agendas, and complying with citizen's open record's requests.

Treasury: responsible for investment and oversight of the City's surplus funds.

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Accounting and Finance – Summary
(continued)

- 2009 Accomplishments:
- Began implementation of new utility billing software to increase accuracy and automation, while decreasing errors
 - Documented workflow in flow chart form to assist with design of future EMS and documentation of existing procedures
 - Formed task force and created project manager for implementation of comprehensive accounting policies and procedures manual
 - Achieved and maintained a AA- bond rating which is the third highest in the State among municipalities
 - Through use of in-house collections and better enforcement of existing policies and procedures, we have reduced our average write-offs and past due accounts by 30% from FY 08 amounts
 - Received GFOA’s Distinguished Budget Award for 3rd straight year
 - After discovery of several utility “systematic” errors, launched a full billing audit to ensure accurate billing and reporting of all accounts
 - Implemented Federal Red Flag Rules six months prior to required deadline and revised existing procedures to better protect confidentiality of employees and customers
 - Reviewed and modified AP procedures to eliminate difficulties encountered when obtaining some paperwork from other departments
 - Consolidated Treasury functions into A&F department which increased efficiency without endangering controls
 - New department structure allowed Court to completely catch up on all duties for first time in decades
-

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Accounting and Finance – Summary
 (continued)

- 2010 Objectives:
- Continue to seek web based solutions to increase citizen accessibility for court, utility billing, cashiering, and municipal clerk records
 - Seek greater employee satisfaction and effectiveness through targeted training
 - Seek opportunities to increase citizen awareness and education especially in the area of municipal court
 - Seek a solution that will allow electronic reporting to DPS
 - Continue the use of sound financial policies aimed at retaining the City’s AA- bond rating
 - Apply for and obtain the GFOA’s distinguished budget award for the 4th straight year
 - Begin offering quarterly training sessions to other City departments on the use of financial software, budgeting, etc...
 - Continue the implementation of the Fortis document management system throughout the department
 - Finalize and continue to update the City’s Accounting Policies and Procedures Manual
 - Market our eCare online payment system and other alternative electronic payment option to increase customer utilization of these more cost effective methods of collecting payments
 - Investigate alternatives for the implementation of an automated phone payment and account inquiry system
 - Implement a cycle billing system in UB to more evenly distribute the work volume across the month

Budget Highlights: The major budgeted expenditures for the Accounting and Finance department are personnel expenditures, utility billing preparation fees, and software upgrades.

FUND 101 GENERAL DEPT 130 ACCOUNTING & FINANCE				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$971,709	\$1,031,409	\$1,027,897	\$1,213,542	\$1,213,542

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Accounting and Finance – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 579,277	\$ 593,000	\$ 597,436	\$ 611,000	\$ 611,000	\$ 611,000
51120 OVERTIME	-	3,000	3,000	4,000	3,000	3,000
51130 FICA	40,557	46,000	42,703	47,000	47,000	47,000
51140 GROUP INSURANCE	61,265	61,265	61,265	104,347	104,347	104,347
51150 RETIREMENT	54,262	72,000	71,641	74,000	74,000	74,000
51160 PENSION	8,960	-	-	-	-	-
51170 WORKER'S COMPENSATION	-	-	-	1,540	1,540	1,540
TOTAL PERSONAL SERVICES	\$ 744,321	\$ 775,265	\$ 776,045	\$ 841,887	\$ 840,887	\$ 840,887
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 11,873	\$ 12,044	\$ 12,844	\$ 10,850	\$ 10,100	\$ 10,100
52210 FINANCIAL SERVICES	1,250	1,500	1,250	112,500	112,500	112,500
52310 UTILITIES & COMMUNICATIONS	1,091	1,440	1,566	2,220	2,220	2,220
52410 PROFESSIONAL SERVICES	45,028	47,933	47,778	48,000	48,000	48,000
52510 OTHER SERVICES	104,284	123,537	114,963	128,500	125,000	125,000
52610 MAINT. & REPAIR SERVICE	50,868	54,300	57,551	60,745	60,745	60,745
52810 INSURANCE & BONDS	-	240	-	240	240	240
TOTAL CONTRACTUAL SERVICES	\$ 214,394	\$ 240,994	\$ 235,952	\$ 363,055	\$ 358,805	\$ 358,805
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 11,085	\$ 13,500	\$ 13,431	\$ 12,350	\$ 11,850	\$ 11,850
53210 JANITORIAL SUPPLIES	242	400	-	-	-	-
53310 GENERAL SUPPLIES	1,667	1,000	2,469	2,000	2,000	2,000
53610 MAINT. & REPAIR MATERIALS	-	250	-	-	-	-
TOTAL MATERIALS & SUPPLIES	\$ 12,994	\$ 15,150	\$ 15,900	\$ 14,350	\$ 13,850	\$ 13,850
TOTAL BUDGET						
	\$ 971,709	\$ 1,031,409	\$ 1,027,897	\$ 1,219,292	\$ 1,213,542	\$ 1,213,542

CITY OF BARTLESVILLE

2009-10-Operating Budget

General Fund – Accounting and Finance – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 130 ACCOUNTING & FINANCE

PERSONNEL SCHEDULE

CLASSIFICATION	2007-08 ACTUAL NUMBER OF EMPLOYEES	2008-09 BUDGETED NUMBER OF EMPLOYEES	2008-09 ACTUAL NUMBER OF EMPLOYEES	2009-10 BUDGTED NUMBER OF EMPLOYEES
City Clerk	1	1	1	1
Accountant	2	2	2	2
Fiscal Tech	7	7	7	7
Purchasing Tech	2	2	2	2
Payroll Administrator	1	1	1	1
Customer Service Supervisor	1	1	1	1
Deputy Court Clerk	0.75	0.75	0.75	0.75
Court Clerk	1	1	1	1
TOTAL	15.75	15.75	15.75	15.75

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Treasury – Summary

Department Mission: N/A

Department Description: N/A

2009 Accomplishments: N/A

2010 Objectives: N/A

Budget Highlights: The Treasury department was combined with the Accounting and Finance department after the City Council appointed the existing City Clerk as both the Clerk and Treasurer. These dual functions are now both encompassed in the Accounting and Finance Department.

**FUND 101 GENERAL
 DEPT 140 TREASURY**

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$60,176	\$102,880	\$73,279	\$0	\$0

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Treasury – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 6,420	\$ -	\$ -	\$ -	\$ -	\$ -
51130 FICA	491	-	-	-	-	-
51140 GROUP INSURANCE	2,003	-	-	-	-	-
51160 PENSION	481	-	-	-	-	-
TOTAL PERSONAL SERVICES	\$ 9,395	\$ -	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 139	\$ -	\$ -	\$ -	\$ -	\$ -
52210 FINANCIAL SERVICES	45,389	102,880	72,523	-	-	-
52310 UTILITIES & COMMUNICATIONS	5	-	-	-	-	-
52510 OTHER SERVICES	209	-	6	-	-	-
52610 MAINT. & REPAIR SERVICE	600	-	750	-	-	-
TOTAL CONTRACTUAL SERVICES	\$ 46,342	\$ 102,880	\$ 73,279	\$ -	\$ -	\$ -
MATERIALS & SUPPLIES						
53310 GENERAL SUPPLIES	\$ 64	\$ -	\$ -	\$ -	\$ -	\$ -
53610 MAINT. & REPAIR MATERIALS	4,375	-	-	-	-	-
TOTAL MATERIALS & SUPPLIES	\$ 4,439	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET						
	\$ 60,176	\$ 102,880	\$ 73,279	\$ -	\$ -	\$ -

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Legal – Summary

Department Mission: To provide legal advice to the City Council and all City departments and to represent the City’s interest in litigation or arbitration. To ensure equal justice to all citizens and assess fines and penalties when necessary.

Department Description: The City Attorney is appointed by the City Council and serves as the legal advisor to the Council and officers of the City in matters of City business. In addition, the City Attorney represents the City in court on matters requiring representation by counsel except on matters pertaining to insurance claims. The Judge is also appointed by the City Council. The Judge adjudicates cases brought before him in Municipal Court, approves warrants issued by the Municipal Court Clerk, and makes recommendations to the City Council on pardons requested by citizens.

2009 Accomplishments: • Successfully and timely negotiated the 2008-2009 union contracts

2010 Objectives: • Timely and successful completion of 2009-2010 union contracts

Budget Highlights: The major budgeted expenditures for the Legal department are personnel costs for the municipal judge and City attorney and consulting fees for legal assistance in arbitration or litigation.

FUND 101 GENERAL DEPT 150 LEGAL				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$115,123	\$156,083	\$134,733	\$139,013	\$139,013

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Legal – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 94,830	\$ 100,000	\$ 95,014	\$ 96,000	\$ 96,000	\$ 96,000
51130 FICA	6,942	8,000	7,269	8,000	8,000	8,000
51140 GROUP INSURANCE	3,052	16,383	16,383	13,913	13,913	13,913
TOTAL PERSONAL SERVICES	<u>\$ 104,824</u>	<u>\$ 124,383</u>	<u>\$ 118,666</u>	<u>\$ 117,913</u>	<u>\$ 117,913</u>	<u>\$ 117,913</u>
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 1,080	\$ 1,500	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
52410 PROFESSIONAL SERVICES	9,178	30,000	15,000	20,000	20,000	20,000
TOTAL CONTRACTUAL SERVICES	<u>\$ 10,258</u>	<u>\$ 31,500</u>	<u>\$ 16,000</u>	<u>\$ 21,000</u>	<u>\$ 21,000</u>	<u>\$ 21,000</u>
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ 100	\$ 52	\$ 50	\$ 50	\$ 50
53310 GENERAL SUPPLIES	41	100	15	50	50	50
TOTAL MATERIALS & SUPPLIES	<u>\$ 41</u>	<u>\$ 200</u>	<u>\$ 67</u>	<u>\$ 100</u>	<u>\$ 100</u>	<u>\$ 100</u>
TOTAL BUDGET						
	<u>\$ 115,123</u>	<u>\$ 156,083</u>	<u>\$ 134,733</u>	<u>\$ 139,013</u>	<u>\$ 139,013</u>	<u>\$ 139,013</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Legal – Personnel and Capital Detail

**FUND 101 GENERAL
 DEPT 150 LEGAL**

PERSONNEL SCHEDULE

<u>CLASSIFICATION</u>	<u>2007-08 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2008-09 BUDGETED NUMBER OF EMPLOYEES</u>	<u>2008-09 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2009-10 BUDGTED NUMBER OF EMPLOYEES</u>
City Attorney	1	1	1	1
City Judge	1	1	1	1
TOTAL	2	2	2	2

CITY OF BARTLESVILLE

2009-10-Operating Budget

General Fund – Building and Neighborhood Services – Summary

Department Mission: To ensure all codes and ordinances related to property development, construction, and occupation are adhered to through regular inspections and reviews.

Department Description: Building Development is responsible for the review of all building and site plans and the inspection of all building and construction projects to assure compliance with all building and safety codes. This department is also responsible for issuance of new occupational (business) licenses, registration of contractor licenses.

Neighborhood Services is responsible for the inspection of private property and nuisances (tall grass, weeds, trash, inoperable vehicles, etc.) as well as exterior property maintenance, garage sales, and the use of property to assure compliance with city codes.

2009 Accomplishments:

- Developed improved procedures for collection of annual renewal of business licenses and contractor registration, thereby increasing city revenues
- Completed establishment of the Rental Registration Database
- Developed a program for a voluntary clean-up program
- Increased proactive code enforcement activity by establishing districts and assigning officers to districts; Increased caseload by 81% for a total of 4,285 cases worked; 96 dilapidated structures reviewed with 27 structures removed

2010 Objectives:

- Develop a program to work with the County Sheriff to use inmate labor on property abatement
- Continued to support the BRTA's efforts to improve the stability and viability of neighborhoods within the Downtown Redevelopment District
- Continue aggressive property maintenance program and dilapidated structure removal program

CITY OF BARTLESVILLE

2009-10-Operating Budget

General Fund – Building and Neighborhood Services – Summary
(continued)

Budget Highlights: The major budgeted expenditures are personnel costs and the removal of dilapidated structures.

**FUND 101 GENERAL
DEPT 155 BUILDING & NEIGHBORHOOD SERVICES**

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$521,468	\$649,895	\$649,810	\$747,675	\$747,675

CITY OF BARTLESVILLE

2009-10-Operating Budget

General Fund – Building and Neighborhood Services – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 296,194	\$ 339,000	\$ 339,000	\$ 408,000	\$ 408,000	\$ 408,000
51130 FICA	22,169	26,000	26,000	32,000	32,000	32,000
51140 GROUP INSURANCE	38,849	43,982	43,982	69,565	69,565	69,565
51150 RETIREMENT	26,555	41,000	41,000	50,000	50,000	50,000
51160 PENSION	4,982	-	-	-	-	-
51170 WORKER'S COMPENSATION	253	1,803	1,803	-	-	-
TOTAL PERSONAL SERVICES	\$ 389,002	\$ 451,785	\$ 451,785	\$ 559,565	\$ 559,565	\$ 559,565
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 20,772	\$ 7,060	\$ 11,675	\$ 7,760	\$ 7,760	\$ 7,760
52210 FINANCIAL SERVICES	18	-	-	-	-	-
52310 UTILITIES & COMMUNICATIONS	3,726	4,700	3,000	3,200	3,200	3,200
52410 PROFESSIONAL SERVICES	10,000	10,000	10,000	10,000	10,000	10,000
52510 OTHER SERVICES	66,344	141,750	141,750	141,500	141,500	141,500
52610 MAINT. & REPAIR SERVICE	1,754	2,200	800	1,000	1,000	1,000
TOTAL CONTRACTUAL SERVICES	\$ 102,614	\$ 165,710	\$ 167,225	\$ 163,460	\$ 163,460	\$ 163,460
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 5,973	\$ 3,300	\$ 7,300	\$ 3,500	\$ 3,500	\$ 3,500
53310 GENERAL SUPPLIES	4,899	4,500	4,500	4,500	4,500	4,500
53410 TOOLS & EQUIPMENT	1,845	4,000	2,550	5,250	5,250	5,250
53510 FUEL	11,058	8,000	8,600	8,800	8,800	8,800
53610 MAINT. & REPAIR MATERIALS	6,077	2,600	2,600	2,600	2,600	2,600
TOTAL MATERIALS & SUPPLIES	\$ 29,852	\$ 22,400	\$ 25,550	\$ 24,650	\$ 24,650	\$ 24,650
CAPITAL OUTLAY						
55940 MACHINERY & EQUIPMENT	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -
55950 OFFICE EQUIP & FURNISH	-	-	5,250	-	-	-
TOTAL CAPITAL OUTLAY	\$ -	\$ 10,000	\$ 5,250	\$ -	\$ -	\$ -
TOTAL BUDGET						
	\$ 521,468	\$ 649,895	\$ 649,810	\$ 747,675	\$ 747,675	\$ 747,675

CITY OF BARTLESVILLE

2009-10-Operating Budget

General Fund – Building and Neighborhood Services – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 155 BUILDING & NEIGHBORHOOD SERVICES

PERSONNEL SCHEDULE

CLASSIFICATION	2007-08 ACTUAL NUMBER OF EMPLOYEES	2008-09 BUDGETED NUMBER OF EMPLOYEES	2008-09 ACTUAL NUMBER OF EMPLOYEES	2009-10 BUDGTED NUMBER OF EMPLOYEES
Chief Building Official	1	1	1	1
Building Inspector	3	3	2	2
Neighborhood Service Supervisor	1	1	1	1
Neighborhood Srvc Officer	2	3	3	4
Abatement-Compliance Officer	1	1	1	1
Permit Tech	1	1	2	2
Property Maintenance Code Offic	1	1	1	0
Temporary Laborer	1	0	0	0
TOTAL	11	11	11	11

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Building Maintenance – Summary

Department Mission: To maintain all City structures in satisfactory operating condition through regular maintenance and repair.

Department Description: The Building Maintenance Department is responsible for the routine maintenance of City buildings, HVAC systems, storm sirens & downtown lighting. Provide janitorial services to City facilities.

- 2009 Accomplishments:
- Replaced roof on Art Center.
 - Installed new building at Doenges Stadium.
 - Painted fire stations & repaired lights.
 - Made repairs to hangers at the airport.
 - Made repairs to down town lights and electric lines.
 - Installed electric for west side Bartlesville Greeting Sign.
 - Provided janitorial services to city hall, police and library .
-

- 2010 Objectives:
- Work on Frontier pool renovations.
 - Maintain storm sirens.
 - Take care of all city buildings.
 - Provide janitorial service to city buildings.
 - Maintain H.V.A.C. on all city buildings.
 - Maintain lights & electric down town.
-

Budget Highlights: The major budgeted expenditures for the Building Maintenance department are personnel costs, service vehicles, tools and maintenance of storm sirens.

FUND 101 GENERAL DEPT 160 BUILDING MAINTENANCE				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$393,848	\$470,447	\$444,831	\$477,629	\$477,629

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Building Maintenance – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 256,961	\$ 303,000	\$ 301,921	\$ 304,000	\$ 304,000	\$ 304,000
51130 FICA	19,406	23,000	22,714	23,200	23,200	23,200
51140 GROUP INSURANCE	36,348	22,189	22,189	55,652	55,652	55,652
51150 RETIREMENT	23,307	36,700	36,209	36,800	36,800	36,800
51160 PENSION	4,000	-	-	-	-	-
51170 WORKER'S COMPENSATION	15,090	30,158	30,158	17,577	17,577	17,577
TOTAL PERSONAL SERVICES	\$ 355,112	\$ 415,047	\$ 413,191	\$ 437,229	\$ 437,229	\$ 437,229
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 495	\$ 880	\$ 874	\$ 880	\$ 880	\$ 880
52310 UTILITIES & COMMUNICATIONS	15,467	17,600	16,444	17,600	17,100	17,100
52510 OTHER SERVICES	14	420	167	420	420	420
52610 MAINT. & REPAIR SERVICE	300	2,000	108	2,000	1,000	1,000
TOTAL CONTRACTUAL SERVICES	\$ 16,276	\$ 20,900	\$ 17,593	\$ 20,900	\$ 19,400	\$ 19,400
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 293	\$ 300	\$ -	\$ 300	\$ 300	\$ 300
53210 JANITORIAL SUPPLIES	164	600	37	600	200	200
53310 GENERAL SUPPLIES	1,631	2,800	1,533	2,800	2,000	2,000
53410 TOOLS & EQUIPMENT	2,279	2,000	1,483	2,000	2,000	2,000
53510 FUEL	7,190	7,800	5,729	7,800	6,500	6,500
53610 MAINT. & REPAIR MATERIALS	10,903	13,000	5,265	13,000	10,000	10,000
TOTAL MATERIALS & SUPPLIES	\$ 22,460	\$ 26,500	\$ 14,047	\$ 26,500	\$ 21,000	\$ 21,000
CAPITAL OUTLAY						
55960 VEHICLES & EQUIPMENT	\$ -	\$ 8,000	\$ -	\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY	\$ -	\$ 8,000	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET	\$ 393,848	\$ 470,447	\$ 444,831	\$ 484,629	\$ 477,629	\$ 477,629

CITY OF BARTLESVILLE

2009-10-Operating Budget

General Fund – Building Maintenance – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 160 BUILDING MAINTENANCE

PERSONNEL SCHEDULE

CLASSIFICATION	2007-08 ACTUAL NUMBER OF EMPLOYEES	2008-09 BUDGETED NUMBER OF EMPLOYEES	2008-09 ACTUAL NUMBER OF EMPLOYEES	2009-10 BUDGTED NUMBER OF EMPLOYEES
Bldg Maintenance Supervisor	1	1	1	1
Senior Maint-Repair Tech	1	1	1	1
Janitor	0	2	2	2
Maint-Repair Tech	4	4	4	4
TOTAL	6	8	8	8

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – General Services – Summary

Department Mission: To provide the services and capital necessary for the operation and upkeep of the City’s services at the lowest possible cost.

Department Description: The General Services Department reflects expenditures for the maintenance and upkeep of the City Center and expenditures which are non-departmental in nature.

2009 Accomplishments: N/A

2009 Objectives: N/A

Budget Highlights: The major budgeted expenditures for the General Services department are property and liability insurance, utilities for the City Center and the city welcome signs, copiers in the City Center, and payment of the Hotel Tax income to the Bartlesville Community Center.

**FUND 101 GENERAL
 DEPT 170 GENERAL SERVICES**

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$1,063,597	\$1,157,282	\$918,613	\$982,770	\$982,770

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – General Services – Line Item Detail

CONTRACTUAL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
52110 EMPLOYMENT SERVICES	\$ 42,959	\$ 38,985	\$ 49,752	\$ 51,950	\$ 51,950	\$ 51,950
52210 FINANCIAL SERVICES	93	-	250	-	-	-
52310 UTILITIES & COMMUNICATIONS	129,396	154,400	150,915	153,870	153,870	153,870
52410 PROFESSIONAL SERVICES	52,737	10,000	5,306	5,000	5,000	5,000
52510 OTHER SERVICES	111,035	169,334	144,296	163,950	163,950	163,950
52610 MAINT. & REPAIR SERVICE	27,467	36,200	13,840	36,200	36,200	36,200
52710 OPERATIONAL SERVICES	270,632	329,200	210,441	214,600	214,600	214,600
52810 INSURANCE & BONDS	365,187	345,700	301,374	301,700	301,700	301,700
52950 MISCELLANEOUS	233	-	759	-	-	-
TOTAL CONTRACTUAL SERVICES	\$ 999,739	\$ 1,083,819	\$ 876,933	\$ 927,270	\$ 927,270	\$ 927,270
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 10,495	\$ 7,463	\$ 6,813	\$ 6,000	\$ 6,000	\$ 6,000
53210 JANITORIAL SUPPLIES	4,170	4,000	4,789	4,000	4,000	4,000
53310 GENERAL SUPPLIES	14,596	20,000	6,938	23,000	23,000	23,000
53410 TOOLS & EQUIPMENT	5,688	-	418	-	-	-
53510 FUEL	1,952	2,500	2,104	2,500	2,500	2,500
53610 MAINT. & REPAIR MATERIALS	15,445	25,000	7,717	20,000	20,000	20,000
TOTAL MATERIALS & SUPPLIES	\$ 52,346	\$ 58,963	\$ 28,779	\$ 55,500	\$ 55,500	\$ 55,500
CAPITAL OUTLAY						
55950 OFFICE EQUIP & FURNISH	\$ -	\$ 14,500	\$ 12,901	\$ -	\$ -	\$ -
55960 VEHICLES & EQUIPMENT	11,512	-	-	-	-	-
TOTAL CAPITAL OUTLAY	\$ 11,512	\$ 14,500	\$ 12,901	\$ -	\$ -	\$ -
TOTAL BUDGET	\$ 1,063,597	\$ 1,157,282	\$ 918,613	\$ 982,770	\$ 982,770	\$ 982,770

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – General Services – Personnel and Capital Detail

FUND 101 GENERAL
 DEPT 170 GENERAL SERVICES

PERSONNEL SCHEDULE

<u>CLASSIFICATION</u>	<u>2007-08 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2008-09 BUDGETED NUMBER OF EMPLOYEES</u>	<u>2008-09 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2009-10 BUDGTED NUMBER OF EMPLOYEES</u>
Janitor	2	0	0	0
TOTAL	2	0	0	0

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Cemetery – Summary

Department Mission: To commemorate lives lived in surroundings of beauty and tranquility that provide comfort and inspiration to the bereaved and the public, and to provide cemetery services to all faiths at a reasonable charge.

Department Description: Under the supervision of the History Museum Director/Curator, the City operates White Rose Cemetery. The cemetery has an advisory board whose mission is to preserve and enhance the cemetery by maintaining park-like surroundings which offer peace and comfort to all visiting the cemetery.

- 2009 Accomplishments:
- Construction of the Information Directory was completed in January 2009.
 - Database upgrades were completed so that cemetery information can be accessed from the City’s website.
 - A total of 19 new Block Number and Cemetery Road signs were designed and will be permanently placed by June 2009.
 - In Spring 2009, ten replacement benches were purchased with a total cost of \$3,214.
 - Presented the annual Luminary Service on December 15, 2008. A total of 70 citizens were in attendance.
 - 55 unmarked graves in Block #1 now have permanent markers.
 - Presented the Memorial Day Service and participated in the OK Mozart Festival by presenting “Bartlesville Notables”.
-

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Cemetery – Summary

- 2010 Objectives:
- Work with Parks Department to have replacement benches installed by December 2009.
 - Continue to work on Unmarked Graves Project. Complete Block 2 by end of fiscal year 2010.
 - Secure funding for the paving of cemetery roads by the end of fiscal year 2010.
 - Work with Maintenance Department to repaint Cemetery Gazebo in Fall 2009.
 - Install Cemetery Office Security System by December 2009.
 - Continue presenting community programs, i.e. Luminary Service, Memorial Day Service, and “Bartlesville Notables”.
 - Secure funding to restore stone flooring in Mausoleum.

Budget Highlights: The major budgeted expenditures for the Cemetery are personnel costs and a security system.

FUND 101 GENERAL DEPT 174 CEMETERY				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$54,841	\$52,851	\$48,256	\$60,281	\$60,281

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Cemetery – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 30,660	\$ 31,000	\$ 30,416	\$ 32,000	\$ 32,000	\$ 32,000
51130 FICA	2,340	2,400	2,304	2,400	2,400	2,400
51140 GROUP INSURANCE	162	261	261	6,956	6,956	6,956
51150 RETIREMENT	2,724	3,800	3,679	3,800	3,800	3,800
51160 PENSION	623	-	-	-	-	-
TOTAL PERSONAL SERVICES	\$ 36,509	\$ 37,461	\$ 36,660	\$ 45,156	\$ 45,156	\$ 45,156
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ -	\$ 150	\$ -	\$ 100	\$ 100	\$ 100
52310 UTILITIES & COMMUNICATIONS	4,662	6,000	3,777	6,000	5,000	5,000
52410 PROFESSIONAL SERVICES	-	-	12	-	-	-
52510 OTHER SERVICES	3,203	1,600	1,158	2,925	2,925	2,925
52610 MAINT. & REPAIR SERVICE	1,185	1,500	1,429	3,450	1,700	1,700
TOTAL CONTRACTUAL SERVICES	\$ 9,050	\$ 9,250	\$ 6,376	\$ 12,475	\$ 9,725	\$ 9,725
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,278	\$ 2,200	\$ 1,484	\$ 2,000	\$ 1,500	\$ 1,500
53210 JANITORIAL SUPPLIES	286	300	328	300	300	300
53310 GENERAL SUPPLIES	5,640	1,840	2,688	2,500	2,500	2,500
53410 TOOLS & EQUIPMENT	200	500	24	400	400	400
53510 FUEL	879	300	333	-	-	-
53610 MAINT. & REPAIR MATERIALS	999	1,000	363	1,200	700	700
TOTAL MATERIALS & SUPPLIES	\$ 9,282	\$ 6,140	\$ 5,220	\$ 6,400	\$ 5,400	\$ 5,400
TOTAL BUDGET						
	\$ 54,841	\$ 52,851	\$ 48,256	\$ 64,031	\$ 60,281	\$ 60,281

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Cemetery – Personnel and Capital Detail

**FUND 101 GENERAL
 DEPT 174 CEMETERY**

PERSONNEL SCHEDULE

<u>CLASSIFICATION</u>	<u>2007-08 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2008-09 BUDGETED NUMBER OF EMPLOYEES</u>	<u>2008-09 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2009-10 BUDGTED NUMBER OF EMPLOYEES</u>
Cemetery Relations	1	1	1	1
TOTAL	1	1	1	1

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Community Development – Summary

Department Mission: To manage the physical development of the City according to applicable strategic plans, codes, ordinances, and laws.

Department Description: The Community Development Department is responsible for the preparation and review of short and long range plans pertaining to the physical development of the City and the three mile area adjacent to the City limits and which lies within Washington County. This department is also responsible for CDBG grant administration, floodplain management and hazard mitigation planning, airport planning, and the administration and enforcement of institutional controls for soil excavation activities within the National Zinc Overlay District.

2009 Accomplishments:

- Prepared, submitted and received approval of grant from the State of Oklahoma Safe Route to Schools Program
- Completed the development of the City's first plan for Affordable Housing, which was recognized as one of nine across the country by the United States Department of Housing and Urban Development
- Provided on-going staff support to the BRTA and Downtown Design Review Committee in the implementation of the Downtown Redevelopment Plan
- Provided consultant management services for the development of the Downtown Redevelopment District Implementation Plan
- Continued management and administration of the CDBG grant programs, Tax Increment Financing Districts, Metropolitan Area Planning Commission caseload, and City and County Boards of Adjustment caseload
- Began update to the 2004 Multi-Hazard Mitigation Plan (expect completion by November 2010)
- Assisted other departments with preparation and submittal of grant applications: 1 HMPG property acquisition grant, 3 HMGP stormwater grants, 1 shade structure grant
- Prepared and submitted nomination of Price Tower to Great Places In America recognition program

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Community Development – Summary

- 2010 Objectives:
- Participate with the U.S. Census Bureau in activities required for the upcoming 2010 Census
 - Begin two-year implementation of the Safe Route to Schools Program
 - Consider possible incentive program to encourage Voluntary Green Building methods in our community.
 - Prepare and present to the City Council a draft ordinance providing incentives for the development of affordable housing in our community
 - Present to the MAPC and City Council a draft ordinance creating a voluntary historic preservation overlay district

Budget Highlights: The major budgeted expenditures for the Community Development department are personnel costs and the City's portion of the CityRide payment.

FUND 101 GENERAL DEPT 180 COMMUNITY DEVELOPMENT				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$356,015	\$402,627	\$375,875	\$405,275	\$405,275

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Community Development – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 214,197	\$ 232,000	\$ 239,423	\$ 246,000	\$ 246,000	\$ 246,000
51130 FICA	15,844	17,800	17,498	18,800	18,800	18,800
51140 GROUP INSURANCE	36,607	15,702	15,702	27,826	27,826	27,826
51150 RETIREMENT	20,550	28,200	28,964	29,800	29,800	29,800
51160 PENSION	2,944	-	-	1,373	1,373	1,373
51170 WORKER'S COMPENSATION	-	-	-	1,426	1,426	1,426
TOTAL PERSONAL SERVICES	\$ 290,142	\$ 293,702	\$ 301,587	\$ 325,225	\$ 325,225	\$ 325,225
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 4,686	\$ 6,550	\$ 7,184	\$ 6,550	\$ 6,550	\$ 6,550
52310 UTILITIES & COMMUNICATIONS	586	900	693	900	900	900
52410 PROFESSIONAL SERVICES	1,154	4,000	-	4,000	2,000	2,000
52510 OTHER SERVICES	52,249	89,425	60,364	63,250	63,250	63,250
52610 MAINT. & REPAIR SERVICE	97	900	-	900	500	500
TOTAL CONTRACTUAL SERVICES	\$ 58,772	\$ 101,775	\$ 68,241	\$ 75,600	\$ 73,200	\$ 73,200
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 4,297	\$ 5,800	\$ 5,108	\$ 5,800	\$ 5,800	\$ 5,800
53310 GENERAL SUPPLIES	997	850	725	850	850	850
53410 TOOLS & EQUIPMENT	200	250	-	250	100	100
53510 FUEL	73	-	184	-	-	-
53610 MAINT. & REPAIR MATERIALS	1,534	250	30	250	100	100
TOTAL MATERIALS & SUPPLIES	\$ 7,101	\$ 7,150	\$ 6,047	\$ 7,150	\$ 6,850	\$ 6,850
TOTAL BUDGET						
	\$ 356,015	\$ 402,627	\$ 375,875	\$ 407,975	\$ 405,275	\$ 405,275

CITY OF BARTLESVILLE

2009-10-Operating Budget

General Fund – Community Development – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 180 COMMUNITY DEVELOPMENT

PERSONNEL SCHEDULE

CLASSIFICATION	2007-08 ACTUAL NUMBER OF EMPLOYEES	2008-09 BUDGETED NUMBER OF EMPLOYEES	2008-09 ACTUAL NUMBER OF EMPLOYEES	2009-10 BUDGTED NUMBER OF EMPLOYEES
Community Dev Director	1	1	1	1
Asst.Planner	2	2	2	2
Administrative Assistant	1	1	1	1
TOTAL	4	4	4	4

CITY OF BARTLESVILLE
 2009-10 Operating Budget
 General Fund – Tech Services – Summary

Department Mission: To provide timely support for all of the City’s hardware and software systems. Advise and assist in the procurement of hardware and software. To maintain the security of City’s networks and systems.

Department Description: The Technical Services department provides support and assistance in the operation and maintenance of the City’s computer and telephone systems. This department assists in problem solving for applications that are on the systems. Its responsibilities also include computer training and maintaining the wired and wireless network and security cams and systems.

- 2009 Accomplishments:
- Bought the mobile wireless on line
 - Installed generator for server room
 - Upgrade Library and City Centers Firewalls and attended and passed SonicWall Security Administration Class
 - Brought outlying departments on to the VOIP phone system
 - Rolled out ERP “Fortis Document Management System”

- 2010 Objectives:
- Complete East Side mobile wireless network
 - Upgrade PUBS to NorthStar
 - Upgrade Backup Software
 - Upgrade to GroupWise 8
 - Bring more departments online with the ERP system “Fortis”

Budget Highlights: The major budgeted expenditures for the Tech Services department are maintenance contracts for software systems and network, computer replacements, and VOIP phone equipment

FUND 101 GENERAL DEPT 185 TECH SERVICES				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$250,903	\$246,820	\$239,220	\$86,900	\$86,900

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Tech Services – Line Item Detail

CONTRACTUAL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
52110 EMPLOYMENT SERVICES	\$ 454	\$ -	\$ 8,800	\$ -	\$ -	\$ -
52310 UTILITIES & COMMUNICATIONS	6,168	6,700	6,800	9,100	9,100	9,100
52410 PROFESSIONAL SERVICES	41,103	5,735	10,600	46,300	31,300	31,300
52510 OTHER SERVICES	1,095	20,000	8,000	20,500	24,000	24,000
52610 MAINT. & REPAIR SERVICE	6,173	-	450	-	-	-
TOTAL CONTRACTUAL SERVICES	\$ 54,993	\$ 32,435	\$ 34,650	\$ 75,900	\$ 64,400	\$ 64,400
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 122,882	\$ 41,765	\$ 25,100	\$ 5,300	\$ 5,300	\$ 5,300
53310 GENERAL SUPPLIES	444	-	6,800	-	-	-
53510 FUEL	306	-	-	-	-	-
53610 MAINT. & REPAIR MATERIALS	200	-	50	-	-	-
TOTAL MATERIALS & SUPPLIES	\$ 123,832	\$ 41,765	\$ 31,950	\$ 5,300	\$ 5,300	\$ 5,300
CAPITAL OUTLAY						
55950 OFFICE EQUIP & FURNISH	\$ 66,641	\$ 172,620	\$ 172,620	\$ 26,200	\$ 17,200	\$ 17,200
55960 VEHICLES & EQUIPMENT	5,437	-	-	-	-	-
TOTAL CAPITAL OUTLAY	\$ 72,078	\$ 172,620	\$ 172,620	\$ 26,200	\$ 17,200	\$ 17,200
TOTAL BUDGET	\$ 250,903	\$ 246,820	\$ 239,220	\$ 107,400	\$ 86,900	\$ 86,900

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Tech Services – Personnel and Capital Detail

**FUND 101 GENERAL
 DEPT 185 TECH SERVICES**

CAPITAL OUTLAY SCHEDULE

<u>ACCOUNT NUMBER</u>	<u>ITEM</u>	<u>ADDITION OR REPLACEMENT</u>	<u>QUANTITY</u>	<u>BUDGETED EXPENDITURE</u>
	Operations Network Upgrade	Replacement	1	3,000
	Video Security Server	Addition	1	11,700
	E-mail Spam Filter	Addition	1	2,500
TOTAL				<u>\$ 17,200</u>

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Engineering – Summary

Department Mission: To maintain infrastructure records of the City. To provide engineering support including planning, project design, management, land survey, construction inspection, and geographic information services to all departments. To assist with short and long term capital improvement planning and implementation.

Department Description: The Engineering department prepares plans for and performs construction inspection services for public improvements. It is also responsible for traffic engineering services, capital improvements, stormwater management, including compliance with NPDES Phase II requirements, right of way and easement closings, and the preparation, update, and maintenance of all city-related maps and associated records, including the in-house geographic information system (GIS) and public access to the GIS system through the City's web.

2009 Accomplishments:

- Performed detailed designs and project management for 13 capital improvement and planning projects (approximate construction value - \$12.6 million)
- Reviewed and released for construction 4 new subdivisions
- Submitted \$3.4 million worth of projects for FEMA grants and \$1.15 million for a County grant to rehab Rice Creek Road.
- Maintained GIS website information which averages approximately 14,000 hits per month
- Managed floodplain development and lowered the City's CRS rating from a 8 to a 7 (this rating provides a 5% savings insurance premiums for Bartlesville citizens)
- Managed the right of way and easement closing program Currently two requests have been received and brought before City Council for consideration
- Conducted 9 traffic studies
- Had all ½ cent projects (non equipment or evergreen type) approved for the FY 2007-2008 designed, and either out for bids/under construction or completed.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Engineering – Summary
 (continued)

- 2010 Objectives:
- Continue to support other departments and infrastructure projects with engineering design, surveys and project management
 - Have 80% of the current capital improvement and bond projects out for bids or under construction
 - Perform traffic studies for the coordinate traffic signals on highway 60 and 75

Budget Highlights: The major budgeted expenditures for the Engineering department are personnel costs and professional consulting services.

FUND 101 GENERAL DEPT 190 ENGINEERING				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$653,946	\$722,974	\$698,621	\$691,631	\$691,631

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Engineering – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 412,820	\$ 462,000	\$ 438,121	\$ 488,000	\$ 488,000	\$ 488,000
51120 OVERTIME	704	-	-	-	-	-
51130 FICA	30,570	35,300	31,975	37,200	37,200	37,200
51140 GROUP INSURANCE	16,210	126,941	126,941	62,608	62,608	62,608
51150 RETIREMENT	38,220	55,961	52,855	58,782	58,782	58,782
51160 PENSION	6,957	-	-	-	-	-
51170 WORKER'S COMPENSATION	25	-	-	341	341	341
TOTAL PERSONAL SERVICES	\$ 505,506	\$ 680,202	\$ 649,892	\$ 646,931	\$ 646,931	\$ 646,931
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 2,857	\$ 3,587	\$ 3,530	\$ 10,700	\$ 9,700	\$ 9,700
52310 UTILITIES & COMMUNICATIONS	2,625	3,800	2,724	2,750	2,750	2,750
52410 PROFESSIONAL SERVICES	1,635	14,635	23,562	13,800	13,800	13,800
52510 OTHER SERVICES	2,794	3,000	4,218	4,000	4,000	4,000
52610 MAINT. & REPAIR SERVICE	611	3,000	2,429	1,000	1,000	1,000
52710 OPERATIONAL SERVICES	550	1,550	820	700	700	700
TOTAL CONTRACTUAL SERVICES	\$ 11,072	\$ 29,572	\$ 37,283	\$ 32,950	\$ 31,950	\$ 31,950
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 6,842	\$ 3,000	\$ 2,867	\$ 3,000	\$ 3,000	\$ 3,000
53310 GENERAL SUPPLIES	2,197	3,000	622	1,500	1,500	1,500
53410 TOOLS & EQUIPMENT	186	700	688	750	750	750
53510 FUEL	5,690	5,500	4,509	5,000	5,000	5,000
53610 MAINT. & REPAIR MATERIALS	2,453	1,000	2,760	2,500	2,500	2,500
TOTAL MATERIALS & SUPPLIES	\$ 17,368	\$ 13,200	\$ 11,446	\$ 12,750	\$ 12,750	\$ 12,750
CAPITAL OUTLAY						
55930 OTHER IMPROVEMENTS	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET						
	\$ 653,946	\$ 722,974	\$ 698,621	\$ 692,631	\$ 691,631	\$ 691,631

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Engineering – Personnel and Capital Detail

**FUND 101 GENERAL
 DEPT 190 ENGINEERING**

PERSONNEL SCHEDULE

CLASSIFICATION	2007-08 ACTUAL NUMBER OF EMPLOYEES	2008-09 BUDGETED NUMBER OF EMPLOYEES	2008-09 ACTUAL NUMBER OF EMPLOYEES	2009-10 BUDGTED NUMBER OF EMPLOYEES
City Engineer	1	1	1	1
Civil Engineer	1	1	2	2
Graduate Engineer	1	1	0	0
Construction	2	2	2	2
Drafting Tech	1	1	1	1
Engineering Technician	1	1	1	1
Network Admin	1	1	1	1
Administrative Assistant	1	1	1	1
TOTAL	9	9	9	9

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Fleet Maintenance – Summary

Department Mission: To provide preventive maintenance to City vehicles to help extend their lives and reduce down time. To execute prompt repairs and maintenance on all City vehicles in a most cost effective manner.

Department Description: The Municipal Garage is the service facility of the City which is responsible for the repair and maintenance of City vehicles and all mechanical equipment. It provides regular preventive maintenance service, stocks and delivers fuel and lubrication products, keeps records on all vehicles and equipment and maintains parts inventories. This Department provides support for other operating departments of the City.

- 2009 Accomplishments:
- Provided quality service on City vehicles
 - Constructed new tool storage area.
 - Update preventive maintenance of City fleet.
 - Reduced unit downtime.
 - Implemented work scheduling and parts order tracking.

- 2010 Objectives:
- Increase fleet reliability and safety.
 - Increase internal customer satisfaction.
 - Increase departmental efficiency.
 - Implement cost reduction strategies.
 - Implement mentor program through TCT.

Budget Highlights: The major expenditures in this department are personnel costs, utilities and replacement of equipment. In October 2007, a supervisor was hired to supervise employees, prioritize work and manage the daily operations of the department.

FUND 101 GENERAL DEPT 195 FLEET MAIN				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$328,536	\$390,174	\$366,041	\$401,445	\$401,445

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Fleet Maintenance – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 201,206	\$ 234,000	\$ 222,658	\$ 232,000	\$ 232,000	\$ 232,000
51130 FICA	14,823	17,900	16,103	17,700	17,700	17,700
51140 GROUP INSURANCE	13,489	25,761	25,761	34,782	34,782	34,782
51150 RETIREMENT	19,833	28,300	26,952	28,100	28,100	28,100
51160 PENSION	2,261	-	-	-	-	-
51170 WORKER'S COMPENSATION	967	2,401	2,401	18,463	18,463	18,463
TOTAL PERSONAL SERVICES	\$ 252,579	\$ 308,362	\$ 293,875	\$ 331,045	\$ 331,045	\$ 331,045
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 6,700	\$ 2,728	\$ 2,610	\$ 19,000	\$ 3,000	\$ 3,000
52310 UTILITIES & COMMUNICATIONS	18,698	22,000	17,049	22,000	19,000	19,000
52410 PROFESSIONAL SERVICES	-	-	480	-	-	-
52510 OTHER SERVICES	3,103	3,200	2,934	3,200	3,200	3,200
52610 MAINT. & REPAIR SERVICE	1,387	5,684	1,488	5,684	3,000	3,000
TOTAL CONTRACTUAL SERVICES	\$ 29,888	\$ 33,612	\$ 24,561	\$ 49,884	\$ 28,200	\$ 28,200
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 523	\$ 500	\$ 552	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	555	700	1,584	700	700	700
53310 GENERAL SUPPLIES	14,539	2,800	2,730	2,800	2,800	2,800
53410 TOOLS & EQUIPMENT	2,956	8,000	3,181	8,000	4,000	4,000
53510 FUEL	4,938	4,200	2,987	4,200	4,200	4,200
53610 MAINT. & REPAIR MATERIALS	13,134	23,000	27,571	30,000	30,000	30,000
TOTAL MATERIALS & SUPPLIES	\$ 36,645	\$ 39,200	\$ 38,605	\$ 46,200	\$ 42,200	\$ 42,200
CAPITAL OUTLAY						
55940 MACHINERY & EQUIPMENT	\$ 9,424	\$ -	\$ -	\$ -	\$ -	\$ -
55950 OFFICE EQUIP & FURNISH	-	9,000	9,000	-	-	-
TOTAL CAPITAL OUTLAY	\$ 9,424	\$ 9,000	\$ 9,000	\$ -	\$ -	\$ -
TOTAL BUDGET						
	\$ 328,536	\$ 390,174	\$ 366,041	\$ 427,129	\$ 401,445	\$ 401,445

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Fleet Maintenance – Personnel and Capital Detail

**FUND 101 GENERAL
 DEPT 195 FLEET MAINTENANCE**

PERSONNEL SCHEDULE

CLASSIFICATION	2007-08 ACTUAL NUMBER OF EMPLOYEES	2008-09 BUDGTED NUMBER OF EMPLOYEES	2008-09 ACTUAL NUMBER OF EMPLOYEES	2009-10 BUDGTED NUMBER OF EMPLOYEES
Municipal Garage Supervisor	1	1	1	1
Parts Supervisor	1	1	1	1
Senior Vehicle Mechanic	3	3	3	3
TOTAL	5	5	5	5

CITY OF BARTLESVILLE

2009-10-Operating Budget General Fund – Fire – Summary

Department Mission: To provide fire prevention, fire suppression, other fire related services, first responder emergency medical services and hazardous materials incident control to the City and surrounding areas in a timely manner.

Department Description: The Fire Department is engaged in the prevention and suppression of fires for the City. It also provides emergency medical service for life threatening situations and responds to hazardous materials incidents. The Department conducts fire code inspections and investigates suspicious fires in cooperation with the Police Department. It serves the immediate surrounding rural area on a fee basis and assists other nearby fire departments on request for mutual aid.

2009 Accomplishments:

- Converted daily schedules to Fire House from paper.
- Began comprehensive pre-incident planning and will meet 2009 objectives by end of the Fiscal Year.
- Added FETN training programs to department training and will meet 2009 objectives by end of the Fiscal Year.
- Instituted additional safety practices on vehicle inspection and maintenance.
- Instituted additional safe driving practices.

2010 Objectives:

- Increase training hours by 15% over 2008-09 levels.
- Increase pre-incident planning by 20% over those of 2008-2009.
- Begin process of reviewing and updating M.P.'s with a goal of having 50% reviewed and updated if required.

CITY OF BARTLESVILLE

2009-10-Operating Budget
General Fund – Fire – Summary
(continued)

Budget Highlights: The major budgeted expenditures for the Fire department are personnel costs (which make up 94% of the Fire department’s non-capital budget), utilities and repair services, and the second of three payments on a replacement pumper truck put into service in 2007.

				FUND 101 GENERAL DEPT 250 FIRE
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$4,898,164	\$4,996,712	\$4,937,092	\$4,996,218	\$4,996,218

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Fire – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 2,909,186	\$ 3,032,280	\$ 3,014,103	\$ 3,007,000	\$ 3,007,000	\$ 3,007,000
51120 OVERTIME	376,892	422,000	399,128	419,000	419,000	419,000
51130 FICA	38,718	44,500	41,330	42,700	42,700	42,700
51140 GROUP INSURANCE	562,645	561,661	578,017	590,929	590,929	590,929
51150 RETIREMENT	7,918	12,200	10,760	12,300	12,300	12,300
51160 PENSION	401,477	436,300	416,431	432,000	432,000	432,000
51170 WORKER'S COMPENSATION	96,114	39,023	39,023	49,342	49,342	49,342
51180 UNEMPLOYMENT COMP	-	-	-	8,280	8,280	8,280
TOTAL PERSONNEL SERVICES	\$ 4,392,950	\$ 4,547,964	\$ 4,498,792	\$ 4,561,551	\$ 4,561,551	\$ 4,561,551
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 54,930	\$ 64,491	\$ 63,679	\$ 56,323	\$ 56,323	\$ 56,323
52310 UTILITIES & COMMUNICATIONS	48,253	52,300	49,096	54,660	52,000	52,000
52410 PROFESSIONAL SERVICES	2,108	3,000	6,705	3,500	3,500	3,500
52510 OTHER SERVICES	5,394	6,300	5,942	5,250	5,250	5,250
52610 MAINT. & REPAIR SERVICE	9,351	16,975	11,517	21,300	17,000	17,000
52910 DEBT SERVICE - INTEREST	10,170	10,539	12,646	5,380	5,380	5,380
52911 DEBT SERVICE - PRINCIPAL	120,899	120,530	120,530	125,689	125,689	125,689
TOTAL CONTRACTUAL SERVICES	\$ 251,105	\$ 274,135	\$ 270,115	\$ 272,102	\$ 265,142	\$ 265,142
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 4,755	\$ 2,000	\$ 2,709	\$ 2,250	\$ 2,250	\$ 2,250
53210 JANITORIAL SUPPLIES	8,466	8,000	8,202	8,500	8,500	8,500
53310 GENERAL SUPPLIES	55,472	60,280	68,326	62,455	57,175	57,175
53410 TOOLS & EQUIPMENT	5,173	2,550	439	3,100	3,100	3,100
53510 FUEL	32,782	38,975	27,937	34,500	34,500	34,500
53610 MAINT. & REPAIR MATERIALS	47,006	36,015	33,779	40,000	40,000	40,000
TOTAL MATERIALS & SUPPLIES	\$ 153,654	\$ 147,820	\$ 141,392	\$ 150,805	\$ 145,525	\$ 145,525

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Fire – Line Item Detail
 (continued)

CAPITAL OUTLAY	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
55920 BUILDINGS & STRUCTURES	\$ -	\$ 7,500	\$ 7,500	\$ -	\$ -	\$ -
55940 MACHINERY & EQUIPMENT	8,024	-	-	-	-	-
55960 VEHICLES & EQUIPMENT	92,431	19,293	19,293	96,000	24,000	24,000
TOTAL CAPITAL OUTLAY	\$ 100,455	\$ 26,793	\$ 26,793	\$ 96,000	\$ 24,000	\$ 24,000
TOTAL BUDGET	\$ 4,898,164	\$ 4,996,712	\$ 4,937,092	\$ 5,080,458	\$ 4,996,218	\$ 4,996,218

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Fire – Personnel and Capital Detail

**FUND 101 GENERAL
 DEPT 250 FIRE**

PERSONNEL SCHEDULE

CLASSIFICATION	2007-08 ACTUAL NUMBER OF EMPLOYEES	2008-09 BUDGETED NUMBER OF EMPLOYEES	2008-09 ACTUAL NUMBER OF EMPLOYEES	2009-10 BUDGETED NUMBER OF EMPLOYEES
Fire Chief	1	1	1	1
Assistant Chief	1	1	1	1
Training Officer	1	1	1	1
Shift Commander	3	3	3	3
Fire Captain	15	15	15	15
Fire Equipment Operator	15	15	15	15
Fire Fighter	33	33	32	33
Technical Support	1	1	1	1
Administrative Assistant	1	1	1	1
TOTAL	71	71	70	71

CAPITAL OUTLAY SCHEDULE

ACCOUNT NUMBER	ITEM	ADDITION OR REPLACEMENT	QUANTITY	BUDGETED EXPENDITURE
	Medical Response Vehicle	Addition	1	\$ 24,000
TOTAL				\$ 24,000

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Police – Summary

Department Mission: To protect and serve the citizens of Bartlesville through crime prevention, investigation, law enforcement, and detention of prisoners.

Department Description: The Police department's primary functions are crime prevention and suppression, investigation of criminal activity, recovery of property and apprehension of offenders. Patrol activity is used for crime prevention and enforcement of traffic and other ordinances of the City. The Department operates a Criminal Investigation Division, Patrol Division, Service Division, Community Policing Division, parking enforcement, records and identification, animal control, and a detention facility.

2009 Accomplishments:

- Outfitted Investigations Division with 8 new vehicles (4 sedans and 4 2WD SUVs)
- 2 command utility vehicles
- Issue Tasers to all qualified officers
- Increased specialized training in the following areas:
 - a. Hosted two Special Operations Schools
 - b. Criminal Interdiction School
 - c. A-1 Narcotic Investigation School
 - d. Advanced Accident Investigation School
 - Expanded Law Enforcement Driver Training School
 - Certified instructors in Firearms, LEDT and Basic
- Extended Offers to Training Partners:
 - LEDT – Collinsville, Owasso, Washington County
 - SOT – Osage County, Pryor, Enid, Guthrie, Washington County

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Police – Summary
 (continued)

2010 Objectives:

- Assess and implement vehicle replacement plan
- Continue to develop Bartlesville Police Department as a regional training hub by hosting more schools and seminars (By-product – overnight accommodations/restaurants will provide positive economic impact)
- Increase drug interdiction program in conjunction with District Attorney’s Task Force
- Continue to increase and improve traffic enforcement in order to reduce the number of injuries and fatalities related to traffic accidents by the use of specialized enforcement units, (i.e. low visibility patrol cars), selective enforcement of speed and traffic related violations in areas of high violation incidents, safety checkpoints, concerted D.U.I. enforcement in conjunction with OHSO, (Oklahoma Highway Safety Office), programs such as “Click it or Ticket”, and “You Drink, You Drive, You Lose”. In addition, the participation of the Police Department with grant projects such as Safe Routes to Schools and regular use of the speed indicating radar trailer to advise motorists of their traffic speeds in high visibility areas

Budget Highlights:

The major budgeted expenditures for the Police department are personnel costs (which make up 85% of the Police department’s non-capital budget), repair and maintenance services, fuel expense, and replacement vehicles.

FUND 101 GENERAL DEPT 270 POLICE				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$4,468,329	\$4,645,175	\$4,594,955	\$4,761,215	\$4,761,215

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Police – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 2,814,823	\$ 2,907,000	\$ 2,907,000	\$ 2,934,000	\$ 2,934,000	\$ 2,934,000
51120 OVERTIME	69,404	69,400	67,500	71,000	71,000	71,000
51130 FICA	213,645	227,300	227,300	229,500	229,500	229,500
51140 GROUP INSURANCE	371,261	449,072	449,072	466,084	466,084	466,084
51150 RETIREMENT	57,152	57,600	57,600	64,700	64,700	64,700
51160 PENSION	278,793	312,000	312,000	320,600	320,600	320,600
51170 WORKER'S COMPENSATION	64,784	62,254	62,254	161,771	161,771	161,771
51180 UNEMPLOYMENT COMP	7,769	-	-	-	-	-
TOTAL PERSONNEL SERVICES	\$ 3,877,631	\$ 4,084,626	\$ 4,082,726	\$ 4,247,655	\$ 4,247,655	\$ 4,247,655
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 78,041	\$ 82,105	\$ 81,530	\$ 78,000	\$ 78,000	\$ 78,000
52210 FINANCIAL SERVICES	1,621	1,500	1,493	1,500	1,500	1,500
52310 UTILITIES & COMMUNICATIONS	46,061	50,000	50,000	60,000	55,000	55,000
52410 PROFESSIONAL SERVICES	686	1,000	270	1,000	1,000	1,000
52510 OTHER SERVICES	88,910	99,289	90,480	85,000	85,000	85,000
52610 MAINT. & REPAIR SERVICE	30,587	48,750	39,290	39,500	39,500	39,500
52810 INSURANCE & BONDS	130	500	150	500	500	500
TOTAL CONTRACTUAL SERVICES	\$ 246,036	\$ 283,144	\$ 263,213	\$ 265,500	\$ 260,500	\$ 260,500
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 13,181	\$ 10,155	\$ 6,000	\$ 10,060	\$ 10,060	\$ 10,060
53210 JANITORIAL SUPPLIES	2,625	3,500	3,200	3,500	3,500	3,500
53310 GENERAL SUPPLIES	104,784	72,865	55,000	56,000	56,000	56,000
53410 TOOLS & EQUIPMENT	5,120	4,500	5,400	4,500	4,500	4,500
53510 FUEL	137,857	130,000	129,000	130,000	130,000	130,000
53610 MAINT. & REPAIR MATERIALS	31,224	30,000	33,870	30,000	30,000	30,000
TOTAL MATERIALS & SUPPLIES	\$ 294,791	\$ 251,020	\$ 232,470	\$ 234,060	\$ 234,060	\$ 234,060

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Police – Line Item Detail
 (continued)

CAPITAL OUTLAY	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
55940 MACHINERY & EQUIPMENT	\$ -	\$ 8,385	\$ 1,000	\$ -	\$ -	\$ -
55960 VEHICLES & EQUIPMENT	<u>49,871</u>	<u>18,000</u>	<u>15,546</u>	<u>42,000</u>	<u>19,000</u>	<u>19,000</u>
TOTAL CAPITAL OUTLAY	<u>\$ 49,871</u>	<u>\$ 26,385</u>	<u>\$ 16,546</u>	<u>\$ 42,000</u>	<u>\$ 19,000</u>	<u>\$ 19,000</u>
TOTAL BUDGET	<u>\$ 4,468,329</u>	<u>\$ 4,645,175</u>	<u>\$ 4,594,955</u>	<u>\$ 4,789,215</u>	<u>\$ 4,761,215</u>	<u>\$ 4,761,215</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Police – Personnel and Capital Detail

**FUND 101 GENERAL
 DEPT 270 POLICE**

PERSONNEL SCHEDULE

CLASSIFICATION	2007-08 ACTUAL NUMBER OF EMPLOYEES	2008-09 BUDGETED NUMBER OF EMPLOYEES	2008-09 ACTUAL NUMBER OF EMPLOYEES	2009-10 BUDGETED NUMBER OF EMPLOYEES
Police Chief	1	1	1	1
Captain	2	2	3	3
Lieutenant	4	5	4	4
Sergeant	7	7	8	9
Detective	5	7	6	7
Police Officer	34	32	33	31
Senior Administrative Assistant	2	2	2	2
Property & Evidence Tech	1	1	1	1
Administrative Assistant	2	2	2	1
Animal Control Officer	2	3	2	2
Parking Enforcement Officer	1	1	1	1
Detention Officer	5	5	5	5
Administrative Specialist	3	3	3	3
TOTAL	69	71	71	70

CAPITAL OUTLAY SCHEDULE

ACCOUNT NUMBER	ITEM	ADDITION OR REPLACEMENT	QUANTITY	BUDGETED EXPENDITURE
101-270-55960	Non-pursuit vehicle	Replacement	1	\$ 19,000
TOTAL				\$ 19,000

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Street – Summary

Department Mission: To develop, expand, and maintain the street system for the City in accordance with long range plans and to meet unanticipated short term needs.

Department Description: The Street department is responsible for the maintenance of the City's streets, bridges, drainage structures, traffic signs, and signals. In order to keep streets drivable, the department patches potholes, maintains ditches and drainage ways, and maintains signs, signals, and traffic markings in accordance with traffic safety standards.

- 2009 Accomplishments:
- Constructed storage rack for sand spreaders.
 - Adoption of a Snow Removal Policy.
 - Overlay of Bison Rd. and Tuxedo Blvd.
 - Purchased two new dump trucks with snow equipment.
 - Completed Dorchester Bridge –project #09008
 - Completed drainage project north of Washington Park Mall
 - Laid asphalt for street repairs.
 - Poured concrete for street repairs.
 - Laid rock for repair and maintenance of alleys.
 - Worked on Nellie Johnstone Reconstruction.
 - Re-stripe traffic markings on arterial roads.
 - Thermo-plastic all school crosswalks.
 - Transition traffic signal incandescent lamps to LED lamps.
 - Worked on city limit entrance sign on west Frank Phillips.
-

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Street – Summary
 (continued)

2010 Objectives:

- Continue with routine maintenance.
- Overlay additional streets identified in Street Evaluation.
- Re-stripe traffic markings on arterial roads.
- Continue up-grading arterial street signage.
- Repaint markings on speed humps.
- Crack seal streets for preventive maintenance.
- Participate in PSO Model Cities program to up-grade to LED's

Budget Highlights:

The major budgeted expenditures for the Street department are personnel costs, maintenance and repair services, and utility costs.

FUND 101 GENERAL DEPT 328 STREET				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$1,116,153	\$1,311,461	\$1,197,130	\$1,248,689	\$1,248,689

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Street – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 387,536	\$ 493,000	\$ 435,607	\$ 466,000	\$ 466,000	\$ 466,000
51120 OVERTIME	10,255	3,100	5,306	4,600	4,600	4,600
51130 FICA	29,544	37,700	32,464	35,500	35,500	35,500
51140 GROUP INSURANCE	97,184	102,526	102,526	104,347	104,347	104,347
51150 RETIREMENT	35,433	59,700	51,585	56,300	56,300	56,300
51160 PENSION	6,443	-	-	-	-	-
51170 WORKER'S COMPENSATION	223	7,228	7,228	1,242	1,242	1,242
TOTAL PERSONAL SERVICES	\$ 566,618	\$ 703,254	\$ 634,716	\$ 667,989	\$ 667,989	\$ 667,989
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 19,014	\$ 16,800	\$ 5,045	\$ 16,800	\$ 16,800	\$ 16,800
52210 FINANCIAL SERVICES	100	-	-	-	-	-
52310 UTILITIES & COMMUNICATIONS	201,466	220,000	233,082	242,000	238,000	238,000
52510 OTHER SERVICES	874	2,570	4,909	5,400	5,400	5,400
52610 MAINT. & REPAIR SERVICE	18,469	21,595	4,218	22,000	20,000	20,000
TOTAL CONTRACTUAL SERVICES	\$ 239,923	\$ 260,965	\$ 247,254	\$ 286,200	\$ 280,200	\$ 280,200
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,269	\$ 1,000	\$ 44	\$ 1,000	\$ 1,000	\$ 1,000
53210 JANITORIAL SUPPLIES	332	300	546	300	300	300
53310 GENERAL SUPPLIES	5,006	6,075	1,683	6,075	5,000	5,000
53410 TOOLS & EQUIPMENT	1,724	2,200	418	2,200	2,200	2,200
53510 FUEL	54,195	56,400	39,678	56,400	52,000	52,000
53610 MAINT. & REPAIR MATERIALS	247,086	281,267	272,791	230,200	240,000	240,000
TOTAL MATERIALS & SUPPLIES	\$ 309,612	\$ 347,242	\$ 315,160	\$ 296,175	\$ 300,500	\$ 300,500
TOTAL BUDGET						
	\$ 1,116,153	\$ 1,311,461	\$ 1,197,130	\$ 1,250,364	\$ 1,248,689	\$ 1,248,689

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Street – Personnel and Capital Detail

**FUND 101 GENERAL
 DEPT 328 STREET**

PERSONNEL SCHEDULE

CLASSIFICATION	2007-08 ACTUAL NUMBER OF EMPLOYEES	2008-09 BUDGETED NUMBER OF EMPLOYEES	2008-09 ACTUAL NUMBER OF EMPLOYEES	2009-10 BUDGETED NUMBER OF EMPLOYEES
Public Workers Director	0	0	0.5	0.5
Public Works Supervsr	0.5	0.5	0	0
Street Supervisor	0	0	1	1
Sign and Signal Tech	2	2	2	2
Equipment Operator-Crewleader	3	3	3	3
Concrete Mason	1	1	1	1
Equipment Operator	1	1	1	1
Maintenance Worker	3	3	5	4
TOTAL	10.5	10.5	13.5	12.5

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Library – Summary

Department Mission: To promote the joy of reading and promote democracy through the free exchange of ideas. To provide accurate and timely information that is responsive to the community needs and to practice operational excellence in a responsive manner. This is accomplished through the provision of customer-centered service, quality programs for all ages, and up-to-date technology.

Department Description: The Bartlesville Public Library furnishes free access to reading materials and the internet for all ages. The library also maintains several meeting rooms to be used by community organizations.

2009 Accomplishments:

- Literacy Services became a department of the Bartlesville Public Library in July 2008. With a need greater than anticipated, there are currently 31 enrolled students and 30 trained tutors.
- Secured funding from the Bartlesville Literacy Council to employ a Literacy Services Coordinator.
- Designed and implemented a new patron library card in April 2009. The new card also comes with a key card for library user's convenience.
- Installed new handicap door system at the Library's northwest entrance.
- Refurbished all panel boards in the Exhibit Hall.
- Reconfigured study carrels to more adequately serve the needs of study groups and literacy tutoring.
- Enhanced outreach programming by increasing the Books @ Home Program participants to 41 homebound patrons and Youth Service Staff provides storytime to 10 Daycare Centers once a month during the school year.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Library – Summary
 (continued)

2010 Objectives:

- Purchase *Chili Fresh* software. This subscription allows library patrons to add reviews to Library’s catalog.
- Increase literacy services by having 35 trained tutors and 50 enrolled students by the end of the fiscal year.
- Expand literacy services by providing conversation classes to enrolled students.
- Secure funding, totaling \$4,500 to replace the television equipment in the Meeting Room with a flat panel.
- Continue with maintenance and repair projects by providing \$6,500 to replace roof vents, interior painting of specific areas, and removal of wallpaper in several areas to be treated and replaced by a painted surface.
- Present the *Bridges Out of Poverty Training* for the Community as outlined by the Oklahoma Department of Libraries.
- Continue to provide the information resources expected by the Community.
- Continue to provide quality programming.

Budget Highlights:

The major budgeted expenditures for the Library are personnel costs, utilities, maintenance, and general library supplies.

FUND 101 GENERAL DEPT 421 LIBRARY				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$1,080,485	\$1,170,877	\$1,132,692	\$1,105,679	\$1,105,679

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Library – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 594,811	\$ 635,000	\$ 632,432	\$ 631,000	\$ 631,000	\$ 631,000
51130 FICA	44,233	48,500	46,856	48,300	48,300	48,300
51140 GROUP INSURANCE	78,773	106,849	106,849	90,434	90,434	90,434
51150 RETIREMENT	47,565	64,400	65,221	64,700	64,700	64,700
51160 PENSION	8,132	-	-	-	-	-
TOTAL PERSONAL SERVICES	\$ 773,514	\$ 854,749	\$ 851,358	\$ 834,434	\$ 834,434	\$ 834,434
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 4,140	\$ 7,408	\$ 4,474	\$ 6,620	\$ 5,000	\$ 5,000
52210 FINANCIAL SERVICES	3,437	4,500	2,760	3,500	3,500	3,500
52310 UTILITIES & COMMUNICATIONS	64,620	75,000	70,219	75,000	73,000	73,000
52510 OTHER SERVICES	29,746	34,201	28,746	34,211	32,000	32,000
52610 MAINT. & REPAIR SERVICE	52,255	55,800	37,915	40,625	40,625	40,625
TOTAL CONTRACTUAL SERVICES	\$ 154,198	\$ 176,909	\$ 144,114	\$ 159,956	\$ 154,125	\$ 154,125
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 9,197	\$ 10,817	\$ 10,366	\$ 11,500	\$ 11,500	\$ 11,500
53210 JANITORIAL SUPPLIES	4,246	2,800	3,599	4,500	4,500	4,500
53310 GENERAL SUPPLIES	78,632	85,981	86,834	89,620	85,120	85,120
53410 TOOLS & EQUIPMENT	-	4,200	-	-	-	-
53610 MAINT. & REPAIR MATERIALS	10,269	10,850	11,850	16,300	14,000	14,000
TOTAL MATERIALS & SUPPLIES	\$ 102,344	\$ 114,648	\$ 112,649	\$ 121,920	\$ 115,120	\$ 115,120
CAPITAL OUTLAY						
55920 BUILDINGS & STRUCTURES	\$ 50,429	\$ 24,571	\$ 24,571	\$ -	\$ -	\$ -
55950 OFFICE EQUIP & FURNISH	-	-	-	-	2,000	2,000
TOTAL CAPITAL OUTLAY	\$ 50,429	\$ 24,571	\$ 24,571	\$ -	\$ 2,000	\$ 2,000
TOTAL BUDGET	\$ 1,080,485	\$ 1,170,877	\$ 1,132,692	\$ 1,116,310	\$ 1,105,679	\$ 1,105,679

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Library – Personnel and Capital Detail

FUND 101 GENERAL
 DEPT 421 LIBRARY

PERSONNEL SCHEDULE

<u>CLASSIFICATION</u>	<u>2007-08 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2008-09 BUDGETED NUMBER OF EMPLOYEES</u>	<u>2008-09 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2009-10 BUDGTED NUMBER OF EMPLOYEES</u>
Library Director	1	1	1	1
Assistant Library Director	1	1	1	1
Senior Librarian	1	1	1	1
Librarian	4	4	4	4
Circulation Supervisor	1	1	1	1
Library Assistant	2	2	2	2
Acquisitions Clerk	1	1	1	1
Senior Administrative Assistant	1	1	1	1
Part-time Clerks-Pages	6.385	6.385	6.385	6.385
TOTAL	18.385	18.385	18.385	18.385

CAPITAL OUTLAY SCHEDULE

<u>ACCOUNT NUMBER</u>	<u>ITEM</u>	<u>ADDITION OR REPLACEMENT</u>	<u>QUANTITY</u>	<u>BUDGETED EXPENDITURE</u>
101-421-55950	50" Flat Panel	Addition	1	\$ 2,000
TOTAL				\$ 2,000

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Museum – Summary

Department Mission: To collect, preserve, and exhibit materials relevant to the social and natural history of the city of Bartlesville and the surrounding areas. To provide exhibits, research, and other education programs.

Department Description: Under the supervision of the Museum Director/Curator, the Bartlesville Area History Museum is located on the fifth floor of the City Center.

2009 Accomplishments:

- Over 4,200 people visited the Bartlesville Area History Museum this fiscal year.
- Museum Staff began a multi-year preservation project to keep in line with industry standards. It involves the scanning/digitalization of Museum photos and research materials. To date, 1,500+ photos have been scanned.
- Created several new temporary exhibits. These included Local Photographer Frank Griggs, History of Boy Scouts in Bartlesville, History of City Government, and History of the History Museum.
- Secured the funding needed to restructure the History Museum's website. Additional historical information is readily available for the public.
- Key staff members participated in the annual Oklahoma Museum Association in Conference in September 2008.
- Bartlesville Area History Museum was selected by the Oklahoma Historical Society as the *Outstanding Local Museum of the Year*.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Museum – Summary
 (continued)

2010 Objectives:

- Continue with the preservation project ending the fiscal year with an additional 2,500 photos and research materials scanned.
- Work cooperatively with the Library’s Local and Family History Staff to begin the scanning of historical photos/records in the Library’s collection.
- Begin 4-year plan to secure the funds necessary to recondition and replace items needed in the Museum’s permanent exhibits.
- Begin 2-year plan to organize and inventory all items contained in the Permanent Exhibit and Collection Storage areas.
- Inventory all donated items and include in accessions records.
- Create at least three new temporary exhibits in 2010.
- Increase History Museum’s visibility by advertising/speaking engagements to local organizations and schools to increase number of visitors during 2010.

Budget Highlights:

The major budgeted expenditures for the Museum are personnel costs, archival supplies and a security system.

FUND 101 GENERAL DEPT 425 HISTORY MUSEUM				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$171,996	\$191,107	\$132,563	\$185,669	\$185,669

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Museum – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 119,422	\$ 137,000	\$ 101,939	\$ 123,000	\$ 123,000	\$ 123,000
51130 FICA	8,947	10,500	297	9,400	9,400	9,400
51140 GROUP INSURANCE	1,648	3,957	3,957	20,869	20,869	20,869
51150 RETIREMENT	10,152	14,100	9,876	11,700	11,700	11,700
51160 PENSION	1,929	-	-	-	-	-
TOTAL PERSONAL SERVICES	\$ 142,098	\$ 165,557	\$ 116,069	\$ 164,969	\$ 164,969	\$ 164,969
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 313	\$ 1,000	\$ 1,359	\$ 1,500	\$ 1,500	\$ 1,500
52310 UTILITIES & COMMUNICATIONS	497	625	378	600	600	600
52410 PROFESSIONAL SERVICES	4,087	5,000	108	5,000	3,000	3,000
52510 OTHER SERVICES	1,763	4,200	3,093	4,500	3,000	3,000
52610 MAINT. & REPAIR SERVICE	300	500	1,743	1,600	1,600	1,600
TOTAL CONTRACTUAL SERVICES	\$ 6,960	\$ 11,325	\$ 6,681	\$ 13,200	\$ 9,700	\$ 9,700
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 8,678	\$ 2,250	\$ 2,635	\$ 2,500	\$ 2,500	\$ 2,500
53210 JANITORIAL SUPPLIES	-	-	165	-	-	-
53310 GENERAL SUPPLIES	13,150	5,475	3,167	5,500	4,000	4,000
53610 MAINT. & REPAIR MATERIALS	1,110	3,500	3,846	4,500	4,500	4,500
TOTAL MATERIALS & SUPPLIES	\$ 22,938	\$ 11,225	\$ 9,813	\$ 12,500	\$ 11,000	\$ 11,000
CAPITAL OUTLAY						
55940 MACHINERY & EQUIPMENT	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET						
	\$ 171,996	\$ 191,107	\$ 132,563	\$ 190,669	\$ 185,669	\$ 185,669

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Museum – Personnel and Capital Detail

**FUND 101 GENERAL
 DEPT 425 HISTORY MUSEUM**

PERSONNEL SCHEDULE

CLASSIFICATION	2007-08 ACTUAL NUMBER OF EMPLOYEES	2008-09 BUDGETED NUMBER OF EMPLOYEES	2008-09 ACTUAL NUMBER OF EMPLOYEES	2009-10 BUDGETED NUMBER OF EMPLOYEES
Director	1	0.22	0.22	0.22
Curator	0	1	1	1
Registrar	1	1	1	1
Volunteer Coordinator	1	1	1	1
Education Coordinator	0.625	0.625	0.625	0.738
Part-time Admin Assistant	0	1	0	0
Temporary	0.625	0.625	0.625	0.738
TOTAL	4.25	5.47	4.47	4.696

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Park and Recreation – Summary

Department Mission: To beautify and maintain the City’s parks, rights-of-way, lakes and public areas. To reforest the City and control the mosquito population.

Department Description: The Park and Recreation department is responsible for the maintenance of Pathfinder Parkway, Hudson Lake, and all City parks and playgrounds, as well as the mowing of all rights-of-way. It is also responsible for the Bartlesville Tree Program, which has as its goal the reforestation of our street rights-of-way, parks and public areas. Mosquito control is also the responsibility of this department.

- 2009 Accomplishments:
- Ongoing creation of a Parks and Recreation Development plan to provide guidance on the maintenance and future development of park and recreation facilities and programs to meet community demands
 - Ongoing creation of a master plan for the development of the city-owned southeast Bartlesville park site
 - Implemented volunteer patrol program for Pathfinder Parkway called Trailblazers
 - Established a new City website for the Parks and Recreation Department as well as a Facebook page for the Bartlesville Parks and Recreation Department to increase public awareness of the City Park and Recreation Program
 - Worked with a volunteer to establish and interactive web site for improved public awareness of city-wide recreation opportunities which also provides an on-line registration process for participating in various recreation programs
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CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Park and Recreation – Summary
 (continued)

- 2010 Objectives:
- Completion of a Parks and Recreation Development Plan to provide guidance on the maintenance and future development of park and recreation facilities and programs to meet community demands
 - Completion of a master plan for the development of the city-owned southeast Bartlesville park site
 - Complete construction and open the new Frontier Pool for the summer of 2010
 - Begin implementing elements of the Parks and Recreation Development Plan as directed by the Park Board and City Council and as funding permits

Budget Highlights: The major budgeted expenditures for the Park and Recreation department are personnel costs, utilities, maintenance and repair services, supplies, and a replacement tractor.

FUND 101 GENERAL DEPT 431 PARK & RECREATION				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$1,082,975	\$1,066,320	\$950,350	\$954,521	\$954,521

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Park and Recreation – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 479,410	\$ 532,000	\$ 460,583	\$ 539,100	\$ 507,000	\$ 507,000
51120 OVERTIME	8,168	2,100	100	2,000	2,000	2,000
51130 FICA	36,538	40,700	34,149	41,251	38,800	38,800
51140 GROUP INSURANCE	55,042	39,598	39,598	76,521	76,521	76,521
51150 RETIREMENT	41,672	61,600	54,691	65,031	61,500	61,500
51160 PENSION	7,021	-	-	-	-	-
51170 WORKER'S COMPENSATION	48,754	11,424	11,424	18,619	18,619	18,619
TOTAL PERSONNEL SERVICES	\$ 676,605	\$ 687,422	\$ 600,545	\$ 742,522	\$ 704,440	\$ 704,440
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 45,496	\$ 48,025	\$ 19,824	\$ 48,025	\$ 48,025	\$ 48,025
52310 UTILITIES & COMMUNICATIONS	24,559	28,000	29,566	33,197	33,197	33,197
52410 PROFESSIONAL SERVICES	4,711	22,198	67,023	8,000	6,000	6,000
52510 OTHER SERVICES	2,723	4,000	8,242	9,011	9,011	9,011
52610 MAINT. & REPAIR SERVICE	2,720	34,500	3,922	34,500	15,000	15,000
TOTAL CONTRACTUAL SERVICES	\$ 80,209	\$ 136,723	\$ 128,577	\$ 132,733	\$ 111,233	\$ 111,233
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 24,201	\$ 2,000	\$ 8,253	\$ 5,320	\$ 5,320	\$ 5,320
53210 JANITORIAL SUPPLIES	3,117	2,000	2,806	2,805	2,805	2,805
53310 GENERAL SUPPLIES	27,533	60,000	29,873	60,000	40,000	40,000
53410 TOOLS & EQUIPMENT	7,019	4,000	1,346	4,000	4,000	4,000
53510 FUEL	32,911	26,254	29,950	30,119	30,119	30,119
53610 MAINT. & REPAIR MATERIALS	57,888	46,654	47,733	59,154	46,654	46,654
TOTAL MATERIALS & SUPPLIES	\$ 152,669	\$ 140,908	\$ 119,961	\$ 161,398	\$ 128,898	\$ 128,898

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Park and Recreation – Line Item Detail
 (continued)

CAPITAL OUTLAY	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
55910 LAND	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -
55920 BUILDINGS & STRUCTURES	-	90,000	90,000	-	-	-
55930 OTHER IMPROVEMENTS	63,500	1,500	1,500	9,950	9,950	9,950
55940 MACHINERY & EQUIPMENT	-	9,767	9,767	101,000	-	-
55960 VEHICLES & EQUIPMENT	9,992	-	-	-	-	-
TOTAL CAPITAL OUTLAY	\$ 173,492	\$ 101,267	\$ 101,267	\$ 110,950	\$ 9,950	\$ 9,950
TOTAL BUDGET	\$ 1,082,975	\$ 1,066,320	\$ 950,350	\$ 1,147,603	\$ 954,521	\$ 954,521

CITY OF BARTLESVILLE

2009-10-Operating Budget

General Fund – Park and Recreation – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 431 PARK & RECREATION

PERSONNEL SCHEDULE

CLASSIFICATION	2007-08 ACTUAL NUMBER OF EMPLOYEES	2008-09 BUDGETED NUMBER OF EMPLOYEES	2008-09 ACTUAL NUMBER OF EMPLOYEES	2009-10 BUDGETED NUMBER OF EMPLOYEES
Forester	1	1	1	1
Parks Director	1	1	0	0
Park and Recreation Asst Planner	0	0	1	1
Parks Supervisor	1	1	1	1
Equipment Operator	4	4	4	4
Pesticide Applicator	1	1	1	1
Maintenance Worker	4.5	4.5	4.5	4.5
Downtown CBD Maintenance Worker	0	0	0	1
Seasonal	1.25	1.25	1.25	1.25
TOTAL	13.75	13.75	13.75	14.75

CAPITAL OUTLAY SCHEDULE

ACCOUNT NUMBER	ITEM	ADDITION OR REPLACEMENT	QUANTITY	BUDGETED EXPENDITURE
	Drinking Fountains	Replacement	3	\$ 9,950
TOTAL				\$ 9,950

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Swimming Pools – Summary

Department Mission: To provide citizens with affordable access to recreational swimming facilities.

Department Description: Frontier Pool and Sooner Pool are the two City-operated public swimming pools. Sooner Pool is an Olympic-sized pool located in Sooner Park. Frontier Pool is located in Frontier Park.

- 2009 Accomplishments:
- Completion of an Aquatic Audit and Feasibility Study to guide development of aquatic facilities to meet community demands
 - Planned and implemented upgrades to Sooner Pool as recommended in the 2007 audit/inspection report, including new lifeguard chairs, replacement of the metal shade structure at the concession area with a new fabric shade structure, repainting of facility throughout, and improvements to the locker rooms and bathrooms.
 - Began construction of new zero-entry aquatic facility at Frontier Pool
 - Worked with Councilman-Hunsaker to secure a variance from the State of Oklahoma allowing a skimmer style pool as opposed to a fully guttered pool. The approval of this variance resulted in a savings of \$80,000.
 - Planned and implemented replacement of Kiddie Pool at Sooner Pool with a new splashpad.
 - Worked with splashpad representatives to guide overall design. Presented Park Board and City Council information about various options for splashpad circulating systems. Worked with Adams Golf Course to coordinate a plan for possible reuse of discharge water. This effort resulted in providing the citizens of Bartlesville a non-circulating splashpad that will not expose them to dangerous Recreational Water Illnesses but still provide a green alternative to discharging the water to the sewer system.
 - Switched over from gas-based chlorinating system (extremely dangerous if leaks occur) to a liquid-based chlorinating system at Sooner Pool, which is the industry standard

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Swimming Pools – Summary
 (continued)

- 2010 Objectives:
- Complete construction and open the new Frontier Aquatics Facility by Memorial Day 2010.
 - Continue planning and implementing improvements at Sooner Pool at funding permits.
 - Improve security at Sooner Pool.
 - Consider additional programming opportunities at both facilities as funding permits.

Budget Highlights: The major budgeted expenditures for the Swimming Pools are personnel costs for temporary, part-time labor, utilities, maintenance and repair services and a replacement pool vacuum.

**FUND 101 GENERAL
 DEPT 432 SWIMMING POOLS**

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$124,978	\$98,298	\$58,703	\$183,805	\$183,805

CITY OF BARTLESVILLE
2009-10-Operating Budget
General Fund – Swimming Pools – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 67,158	\$ 48,100	\$ 33,014	\$ 72,000	\$ 72,000	\$ 72,000
51130 FICA	5,138	3,705	2,526	5,545	5,545	5,545
51180 UNEMPLOYMENT COMP	228	-	570	-	-	-
TOTAL PERSONNEL SERVICES	\$ 72,524	\$ 51,805	\$ 36,110	\$ 77,545	\$ 77,545	\$ 77,545
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 1,356	\$ 5,070	\$ 36	\$ 2,500	\$ 2,500	\$ 2,500
52310 UTILITIES & COMMUNICATIONS	10,387	9,100	9,323	11,000	11,000	11,000
52410 PROFESSIONAL SERVICES	13,150	4,350	5,220	9,500	9,500	9,500
52510 OTHER SERVICES	358	850	102	1,200	1,200	1,200
52610 MAINT. & REPAIR SERVICE	-	7,998	210	5,860	5,860	5,860
TOTAL CONTRACTUAL SERVICES	\$ 25,251	\$ 27,368	\$ 14,891	\$ 30,060	\$ 30,060	\$ 30,060
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 2,250	\$ 100	\$ -	\$ 7,000	\$ 7,000	\$ 7,000
53210 JANITORIAL SUPPLIES	375	650	170	1,200	1,200	1,200
53310 GENERAL SUPPLIES	15,032	13,500	6,660	52,500	52,500	52,500
53410 TOOLS & EQUIPMENT	-	-	-	7,000	7,000	7,000
53610 MAINT. & REPAIR MATERIALS	7,147	4,875	872	10,000	8,500	8,500
TOTAL MATERIALS & SUPPLIES	\$ 24,804	\$ 19,125	\$ 7,702	\$ 77,700	\$ 76,200	\$ 76,200
CAPITAL OUTLAY						
55930 OTHER IMPROVEMENTS	\$ 2,399	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY	\$ 2,399	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET						
	\$ 124,978	\$ 98,298	\$ 58,703	\$ 185,305	\$ 183,805	\$ 183,805

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Swimming Pools – Personnel and Capital Detail

**FUND 101 GENERAL
 DEPT 432 SWIMMING POOLS**

PERSONNEL SCHEDULE

All pool personnel are seasonal part-time employees

Staff Estimate:	Sooner Pool	Frontier Pool	Hourly Rate	Hours/Week
Pool Manager	1	1	\$13.00	30
Asst. Pool Manager	1	1	\$11.00	30
Lifeguards	9	13	\$8.00	30
Concession Stand	2	2	\$7.00	30
"+ staffing for swimming lessons"				
FY 09-10 Staff Weeks	12	6	\$72,000	
FY 10-11 Staff Weeks	12	12	\$96,000	

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Transfers – Summary

Department Mission: The Transfers department is not an operating department, and therefore has no mission.

Department Description: The Transfers department is used to account for transfers out to other funds. These activities are generally non-departmental, and therefore utilize this department.

2009 Accomplishments: N/A

2010 Objectives: N/A

Budget Highlights: The three transfers from the general fund that are used to subsidize the operating costs of other funds are the transfers to the Stadium Operating and Golf Course funds.

FUND 101 GENERAL DEPT 900 TRANSFERS				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$307,856	\$371,484	\$371,484	\$275,532	\$275,532

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 General Fund – Transfers – Line Item Detail

TRANSFERS	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
59207 E 9-1-1 FUND	\$ 106,596	\$ -	\$ -	\$ 157,635	\$ 157,635	\$ 157,635
59276 DOENGES MEMORIAL STADIUM	63,741	59,992	59,992	-	-	-
59513 ADAMS GOLF COURSE	137,519	311,492	311,492	117,897	117,897	117,897
TOTAL TRANSFERS	\$ 307,856	\$ 371,484	\$ 371,484	\$ 275,532	\$ 275,532	\$ 275,532
TOTAL BUDGET	\$ 307,856	\$ 371,484	\$ 371,484	\$ 275,532	\$ 275,532	\$ 275,532

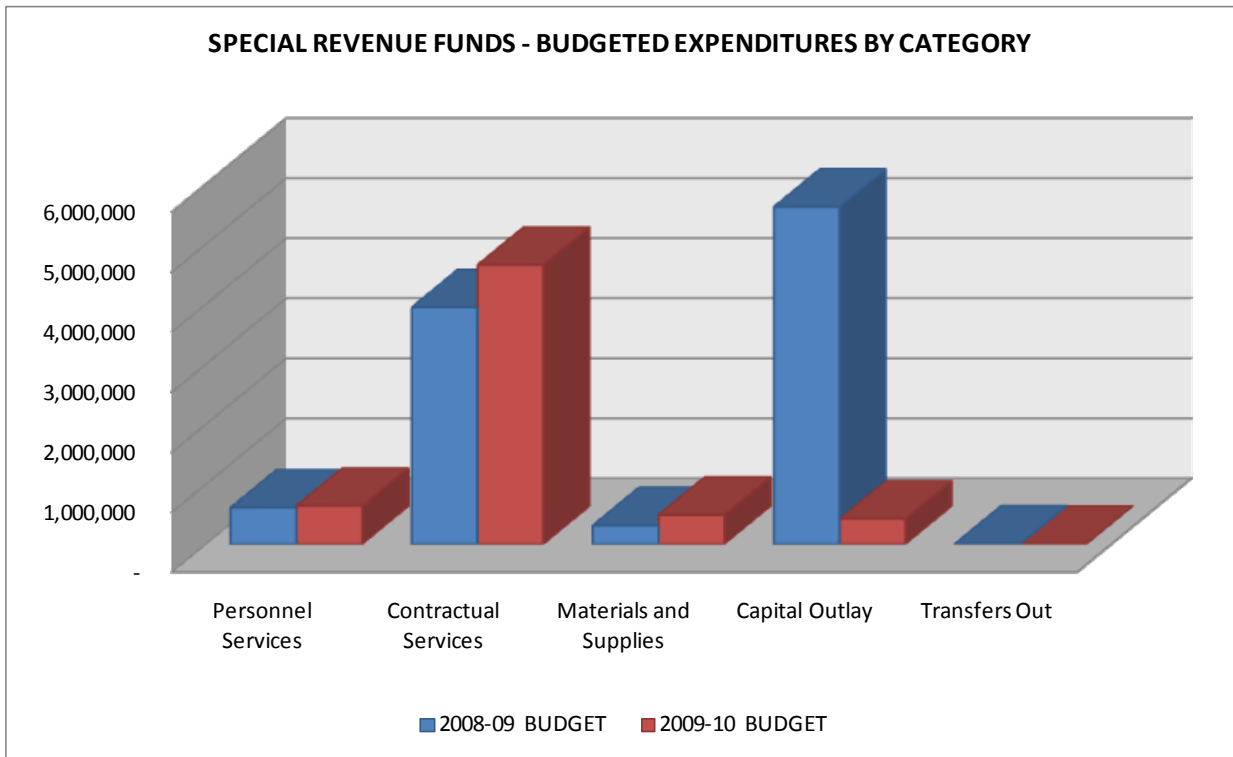
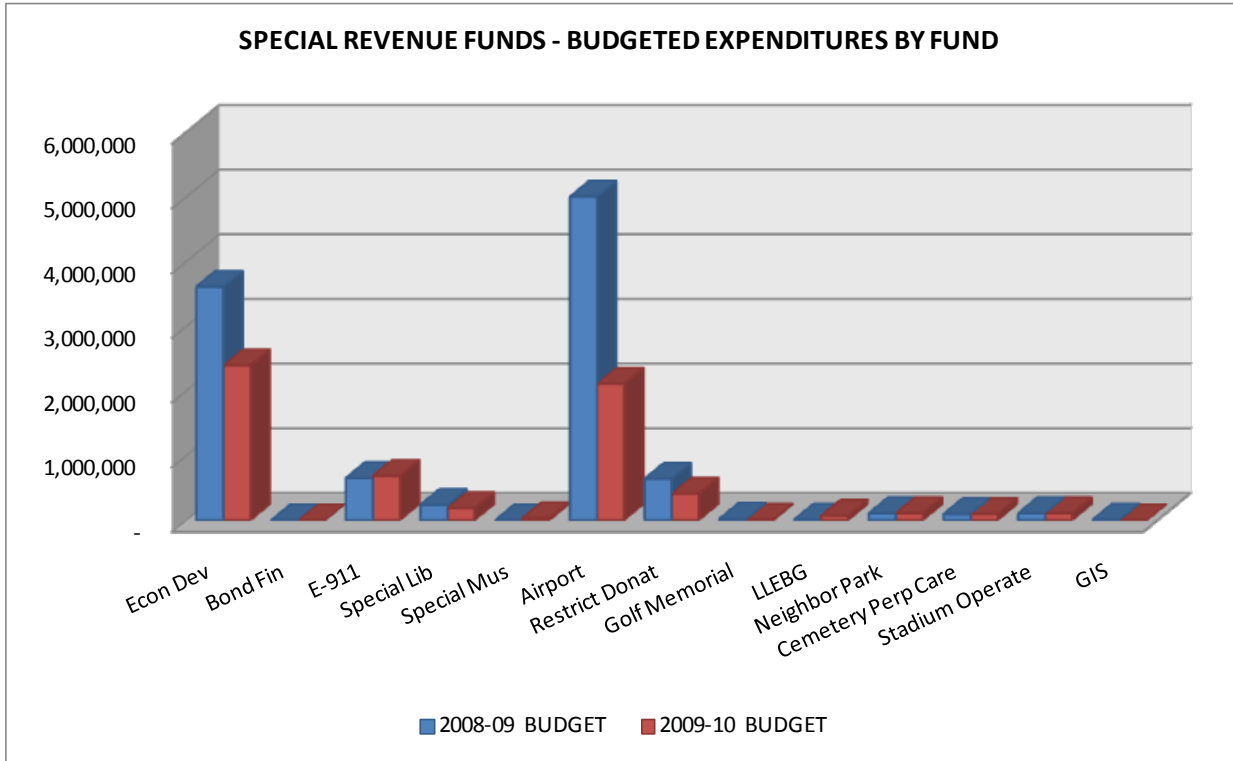
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SPECIAL REVENUE FUNDS



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CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Special Revenue Funds – Expenditure Graphs



CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Special Revenue Funds – Expenditure Summary by Fund

Expenditures and Reserves

EXPENDITURES AND RESERVES BY FUND	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Economic Development	\$ 867,242	\$ 3,612,142	\$ 3,612,142	\$ 2,395,562
Bond Financing	639,529	-	-	-
E-911	557,847	653,188	613,832	686,940
Special Library	124,653	239,967	239,967	189,021
Special Museum	-	-	-	31,500
Municipal Airport	384,420	5,003,052	3,855,300	2,109,625
Restricted Donations	124,155	642,208	394,296	410,925
Golf Course Memorial	36,678	21,931	20,431	8,468
JAG	12,213	7,500	-	68,954
Neighborhood Park	14,379	108,007	55,000	109,218
Cemetery Perpetual Care	1,200	94,939	7,404	94,120
Memorial Stadium Operating	53,969	109,757	52,762	106,757
GIS	12,581	10,353	3,852	-
Total Expenditures and Reserves	<u>\$ 2,828,866</u>	<u>\$ 10,503,044</u>	<u>\$ 8,854,986</u>	<u>\$ 6,211,090</u>

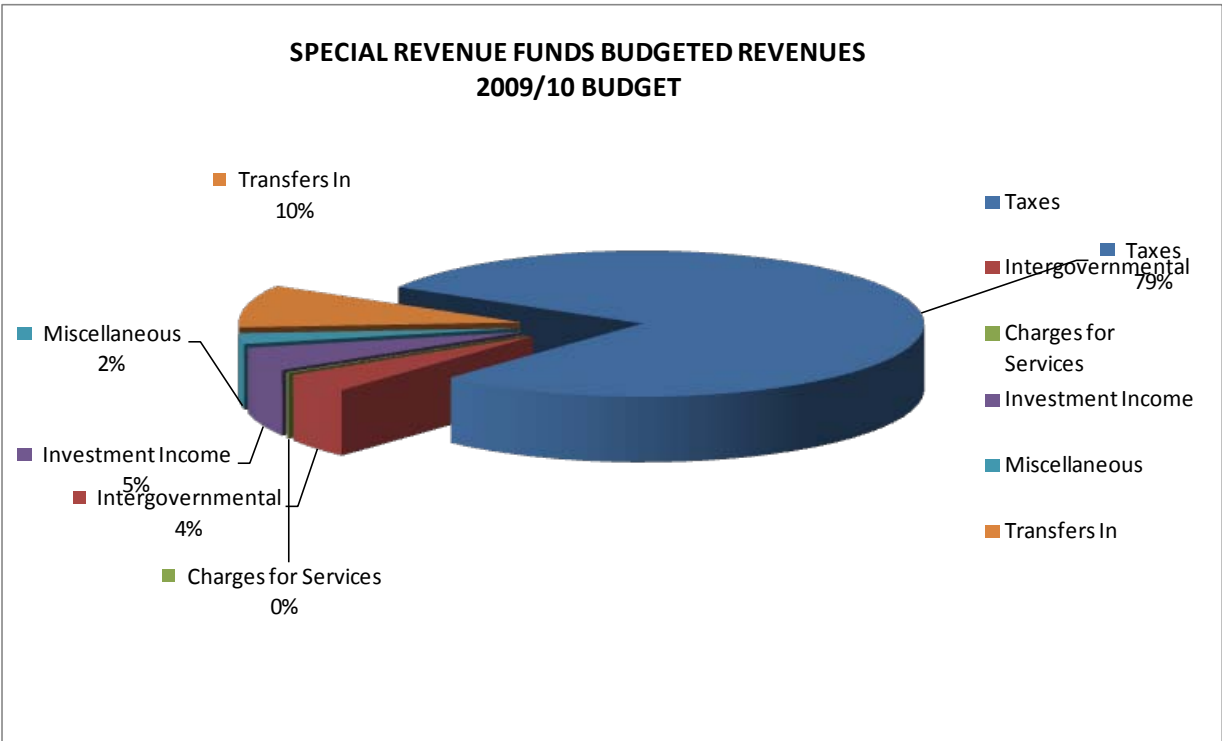
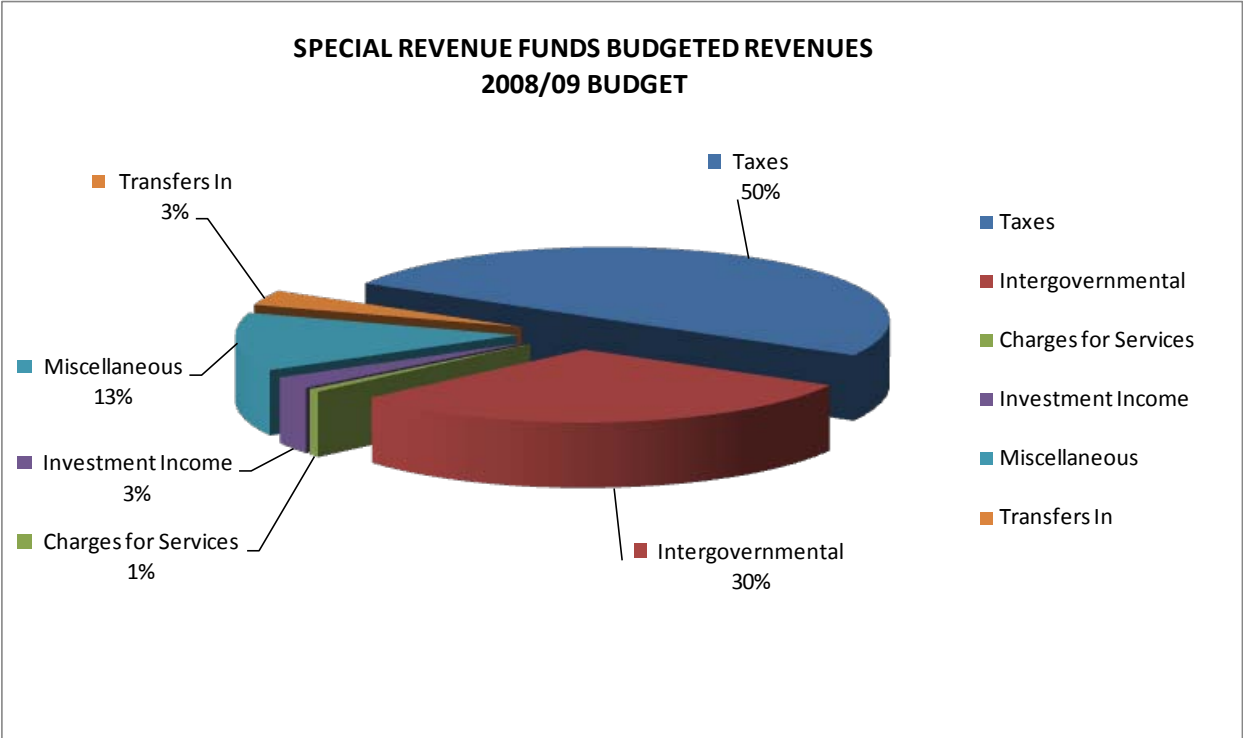
CITY OF BARTLESVILLE
2009-10-Operating Budget
Special Revenue Funds – Expenditure Summary by Line Item

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 378,006	\$ 473,000	\$ 455,869	\$ 465,000	\$ 465,000	\$ 465,000
51120 OVERTIME	6,639	3,100	3,215	3,100	3,100	3,100
51130 FICA	28,904	36,040	34,232	35,520	35,520	35,520
51140 GROUP INSURANCE	29,673	40,406	40,406	76,521	76,521	76,521
51150 RETIREMENT	33,041	57,200	54,631	56,400	56,400	56,400
51160 PENSION	8,950	-	513	-	-	-
TOTAL PERSONNEL SERVICES	\$ 485,213	\$ 609,746	\$ 588,866	\$ 636,541	\$ 636,541	\$ 636,541
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 16,955	\$ 17,654	\$ 7,288	\$ 17,554	\$ 17,554	\$ 17,554
52310 UTILITIES & COMMUNICATIONS	72,201	82,218	65,503	80,218	80,218	80,218
52410 PROFESSIONAL SERVICES	93,737	110,184	239,000	16,000	16,000	16,000
52510 OTHER SERVICES	49,267	2,752,297	2,751,256	1,468,282	1,468,282	1,468,282
52610 MAINT. & REPAIR SERVICE	3,162	11,181	10,949	9,088	9,088	9,088
52710 OPERATIONAL SERVICES	918,196	970,865	970,865	3,059,625	3,059,625	3,059,625
TOTAL CONTRACTUAL SERVICES	\$ 1,153,518	\$ 3,944,399	\$ 4,044,861	\$ 4,650,767	\$ 4,650,767	\$ 4,650,767
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 23,452	\$ 18,000	\$ 15,681	\$ 18,000	\$ 18,000	\$ 18,000
53210 JANITORIAL SUPPLIES	1,283	1,000	1,069	1,000	1,000	1,000
53310 GENERAL SUPPLIES	169,774	251,233	326,200	432,392	432,392	432,392
53410 TOOLS & EQUIPMENT	4,137	700	474	700	700	700
53510 FUEL	-	250	-	250	250	250
53610 MAINT. & REPAIR MATERIALS	29,765	41,328	40,694	34,294	34,294	34,294
TOTAL MATERIALS & SUPPLIES	\$ 228,411	\$ 312,511	\$ 384,118	\$ 486,636	\$ 486,636	\$ 486,636

CITY OF BARTLESVILLE
2009-10-Operating Budget
Special Revenue Funds – Expenditure Summary by Line Item
(continued)

CAPITAL OUTLAY	2006-07 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2008-09 REQUEST	CITY MGR REC	2009-10 APPROVED
55910 LAND	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -
55920 BUILDINGS & STRUCTURES	97,951	36,000	1,000	35,000	35,000	35,000
55930 OTHER IMPROVEMENTS	179,605	5,327,090	3,806,003	387,045	387,045	387,045
55940 MACHINERY & EQUIPMENT	12,961	43,100	9,964	-	-	-
55950 OFFICE EQUIP & FURNISH	-	1,890	3,852	-	-	-
55960 VEHICLES & EQUIPMENT	-	209,208	-	-	-	-
TOTAL CAPITAL OUTLAY	\$ 290,517	\$ 5,617,288	\$ 3,830,819	\$ 422,045	\$ 422,045	\$ 422,045
TRANSFERS OUT						
59204 BOND FINANCING	\$ 31,678	\$ 6,322	\$ 6,322	\$ -	\$ -	\$ -
59320 DEBT SERVICE	639,529	-	-	-	-	-
TOTAL TRANSFERS	\$ 671,207	\$ 6,322	\$ 6,322	\$ -	\$ -	\$ -
TOTAL BUDGET						
	\$ 2,828,866	\$ 10,490,266	\$ 8,854,986	\$ 6,195,989	\$ 6,195,989	\$ 6,195,989

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Special Revenue Funds – Revenue Graphs



CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Special Revenue Funds – Revenue Summary by Source

REVENUE BY SOURCE		<i>Revenues</i>			
		2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Sales Tax		\$ 1,303,857	\$ 1,332,773	\$ 1,329,711	\$ 1,296,468
Hotel-Motel Tax		178,648	219,400	140,294	143,000
Cigarette Tax		18,410	18,435	18,103	17,650
Franchise Tax		210,804	206,200	211,110	433,400
Intergovernmental		83,628	1,086,042	3,790,763	103,954
Charges for Services		28,593	26,000	24,993	3,700
Interest and Investment Income		220,733	95,700	200,638	125,430
Donations and Miscellaneous		532,606	462,200	521,315	57,300
Transfer In:	From BLTA	64,834	60,000	58,773	38,000
	From Golf Course	31,678	-	-	-
	From General	170,337	59,992	59,992	157,635
	From History Museum Trust	-	-	-	31,500
Fund Balance		<u>5,347,931</u>	<u>3,243,421</u>	<u>6,211,808</u>	<u>3,934,740</u>
Total Available for Appropriation		<u>\$ 8,192,059</u>	<u>\$ 6,810,163</u>	<u>\$ 12,567,500</u>	<u>\$ 6,342,777</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Special Revenue Funds – Personnel Summary

Personnel

PERSONNEL COUNTS BY DEPARTMENT	2007-08 ACTUAL FTEs	2008-09 BUDGETED FTEs	2008-09 ACTUAL FTEs	2009-10 BUDGETED FTEs
E-911 Fund:				
Dispatch	10	12	12	12
Special Library:				
Library	1	1	1	1
Memorial Stadium Operating Fund:				
Doenges Memorial Stadium	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>
Total Expenditures	<u>11.5</u>	<u>13.5</u>	<u>13.5</u>	<u>13.5</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Special Revenue Funds – Capital Outlay Summary

Capital

EXPENDITURES BY FUND & DEPARTMENT	2009-10 BUDGETED CAPITAL EXPENDITURES
Memorial Stadium Operating Fund: Doenges Memorial Stadium	<u>35,000</u>
Total Expenditures	\$ <u><u>35,000</u></u>

CITY OF BARTLESVILLE
2009-10-Operating Budget
Economic Development Fund – Summary

Fund Mission: To stimulate local economic development through the use of incentives and dissemination of favorable information about the local economy and culture.

Fund Description: The Economic Development Fund was established in 1986 when the City determined that a sustained effort was necessary to stimulate and grow the local economy in light of many ups and downs related to the City's dependence upon the oil and gas industry. It is funded by a ¼% sales tax and a 2% Hotel Tax.

2009 Accomplishments:

- Announced \$43 Million Rees Associates Continuing Care Retirement Community.
- Announced \$14.5 Million Hilton Garden in Downtown.
- Purchased Sunset Country Club as an additional industrial park.
- Over \$2 Million in new investment in Downtown Bartlesville
- Increased focus on workforce recruitment
- We responded to over 15 requests for proposals on job creation projects.
- Worked with the Bartlesville Sports Commission on the Lone Star Conference Basketball Championship.
- Became a part of OK TEAM – Tourism Enhancement Advertising & Marketing and will also be featured on the Heritage Travel web site promoting tourism in conjunction with the National Trust for Historic Preservation.

2010 Objectives:

- Update and modernize website for targeted audiences.
- Growth in employment for the City of Bartlesville and surrounding areas.
- Growth in income
- Growth in population
- Growth in Sales Tax
- Help existing employers grow
- Increase the numbers of tourists by working with local attractions and hotels.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Economic Development Fund – Summary
 (continued)

Budget Highlights: The major budgeted expenditure in this fund is for the City’s economic development contract with the Bartlesville Development Corporation (BDC). Other amounts in this fund are available to the BDC for various economic projects with Council approval.

FUND 203 ECONOMIC DEVELOPMENT DEPT 538 ECONOMIC DEVELOPMENT				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$867,242	\$3,612,142	\$3,612,142	\$2,395,562	\$2,395,562

CITY OF BARTLESVILLE

2009-10-Operating Budget

Economic Development Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Economic Development	\$ 867,242	\$ 3,612,142	\$ 3,612,142	\$ 2,395,562
Total Expenditures	\$ 867,242	\$ 3,612,142	\$ 3,612,142	\$ 2,395,562

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Sales Tax	\$ 1,303,857	\$ 1,332,773	\$ 1,329,711	\$ 1,296,468
Hotel-Motel Tax	178,648	219,400	140,294	143,000
Cigarette Tax	18,410	18,435	18,103	17,650
Interest and Investment Income	89,631	41,900	86,854	26,040
Donations and Miscellaneous	52,803	-	-	-
Fund Balance	2,172,996	1,999,634	2,949,584	912,404
Total Available for Appropriation	\$ 3,816,345	\$ 3,612,142	\$ 4,524,546	\$ 2,395,562

CITY OF BARTLESVILLE

2009-10-Operating Budget

Economic Development Fund – Economic Development – Line Item Detail

CONTRACTUAL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
52510 OTHER SERVICES	\$ 34,323	\$ 2,737,577	\$ 2,737,577	\$ 1,445,562	\$ 1,445,562	\$ 1,445,562
52710 OPERATIONAL SERVICES	832,919	874,565	874,565	950,000	950,000	950,000
TOTAL CONTRACTUAL SERVICES	<u>\$ 867,242</u>	<u>\$ 3,612,142</u>	<u>\$ 3,612,142</u>	<u>\$ 2,395,562</u>	<u>\$ 2,395,562</u>	<u>\$ 2,395,562</u>
TOTAL BUDGET	<u>\$ 867,242</u>	<u>\$ 3,612,142</u>	<u>\$ 3,612,142</u>	<u>\$ 2,395,562</u>	<u>\$ 2,395,562</u>	<u>\$ 2,395,562</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Bond Financing Fund – Summary

Fund Mission: To reduce the burden of property tax on the citizens of Bartlesville.

Fund Description: The Bond Financing Fund was established to receive proceeds of a temporary sales tax to be used to reduce the mill levy to 15 mills (when principal and interest payments required more) beginning in 1991. The existing balance was used for this purpose in FY 2007-08 and is included here for historical information only.

2009 Accomplishments: N/A

2010 Objectives: N/A

Budget Highlights: N/A

FUND 204 BOND FINANCING DEPT 900 TRANSFERS				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$639,529	\$0	\$0	\$0	\$0

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Bond Financing Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Transfer Out: Debt Service Fund	\$ 639,529	\$ -	\$ -	\$ -
Total Expenditures	<u>\$ 639,529</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Interest and Investment Income	\$ 18,681	\$ -	\$ -	\$ -
Transfer In: Golf Course Memorial	<u>31,678</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Available for Appropriation	<u>\$ 50,359</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Bond Financing Fund – Transfers – Line Item Detail

<i>TRANSFERS OUT</i>	<i>2007-08 ACTUAL</i>	<i>2008-09 BUDGET</i>	<i>2008-09 ESTIMATE</i>	<i>2009-10 REQUEST</i>	<i>CITY MGR REC</i>	<i>2009-10 APPROVED</i>
59320 DEBT SERVICE	\$ 639,529	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL TRANSFERS	<u>\$ 639,529</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL BUDGET	<u>\$ 639,529</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

CITY OF BARTLESVILLE

2009-10-Operating Budget

E-911 Fund – Summary

Fund Mission: To offer an enhanced E-911 service to the City of Bartlesville and surrounding areas providing dispatch assistance and coordination to all public safety entities in the area.

Fund Description: The E-911 Fund is financed by the levy of a monthly 5% fee on the telephone customers within Bartlesville and Dewey and the Bartlesville and Dewey exchanges in Osage County and a monthly 5% fee on other Washington County telephone customers. The Bartlesville Police Department is the agency which operates the E-911 Dispatch Center for these jurisdictions.

2009 Accomplishments:

- Dispatched over 33,000 calls
- Handled over 12,000 911 calls
- 6,383 911 calls dispatched to Bartlesville Police
- Purchased and installed new voice recorder for E911 center

2010 Objectives:

- Implement hosted solution to allow Phase I and Phase II wireless information availability to E911 dispatchers for better placement of incoming emergency cellular phone calls.

Budget Highlights: The transfer from the General Fund is to assist in paying E-911 dispatching costs. Dispatching was funded in full by the General Fund until the 911 system was installed. Costs of the 911 system are approximately twice the revenue generated by a 5% levy on phone services. This is due in part because no system of assessing cell phones has been implemented. Cell phones are eroding landline based phone systems and thus the revenue generated from them. Major expenditures include personnel costs, utilities, and a transfer to establish the City's self insured health fund.

CITY OF BARTLESVILLE

2009-10-Operating Budget

E-911 Fund – Summary

(continued)

**FUND 207 E-911
DEPT 275 EMERGENCY DISPATCH**

2006-07 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$557,847	\$640,410	\$613,832	\$671,839	\$671,839

**FUND 207 E-911
DEPT 900 TRANSFERS**

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$0	\$0	\$0	\$0	\$0

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 E-911 Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Emergency Dispatch	\$ 557,847	\$ 640,410	\$ 613,832	\$ 671,839
Reserves: Compensated Absences Reserve	-	12,778	-	15,101
Total Expenditures and Reserves	<u>\$ 557,847</u>	<u>\$ 653,188</u>	<u>\$ 613,832</u>	<u>\$ 686,940</u>

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
E-911 Service Tax	\$ 210,804	\$ 206,200	\$ 211,110	\$ 206,800
E-911 Wireless Fee	191,983	195,300	222,226	226,600
Charges for Services	2,400	2,300	2,400	2,400
Interest and Investment Income	7,880	3,700	4,352	1,290
Transfer In: General	106,596	-	-	157,635
Fund Balance	272,028	270,381	265,959	92,215
Total Available for Appropriation	<u>\$ 791,691</u>	<u>\$ 677,881</u>	<u>\$ 706,047</u>	<u>\$ 686,940</u>

CITY OF BARTLESVILLE
2009-10-Operating Budget
E-911 Fund – Emergency Dispatch – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 378,006	\$ 427,000	\$ 417,919	\$ 423,000	\$ 423,000	\$ 423,000
51120 OVERTIME	6,639	3,100	3,215	3,100	3,100	3,100
51130 FICA	28,904	32,578	31,439	32,292	32,292	32,292
51140 GROUP INSURANCE	29,673	40,406	40,406	76,521	76,521	76,521
51150 RETIREMENT	33,041	51,700	50,030	51,300	51,300	51,300
51160 PENSION	8,950	-	513	-	-	-
TOTAL PERSONAL SERVICES	\$ 485,213	\$ 554,784	\$ 543,522	\$ 586,213	\$ 586,213	\$ 586,213
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 715	\$ 1,000	\$ 345	\$ 1,000	\$ 1,000	\$ 1,000
52310 UTILITIES & COMMUNICATIONS	58,571	68,218	56,938	68,218	68,218	68,218
52510 OTHER SERVICES	6,658	6,720	5,940	6,720	6,720	6,720
52610 MAINT. & REPAIR SERVICE	3,101	7,088	6,406	7,088	7,088	7,088
TOTAL CONTRACTUAL SERVICES	\$ 69,045	\$ 83,026	\$ 69,629	\$ 83,026	\$ 83,026	\$ 83,026
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 2,550	\$ 2,000	\$ 681	\$ 2,000	\$ 2,000	\$ 2,000
53310 GENERAL SUPPLIES	618	500	-	500	500	500
53610 MAINT. & REPAIR MATERIALS	421	100	-	100	100	100
TOTAL MATERIALS & SUPPLIES	\$ 3,589	\$ 2,600	\$ 681	\$ 2,600	\$ 2,600	\$ 2,600
TOTAL BUDGET						
	\$ 557,847	\$ 640,410	\$ 613,832	\$ 671,839	\$ 671,839	\$ 671,839

CITY OF BARTLESVILLE

2009-10-Operating Budget

E-911 Fund – Emergency Dispatch – Personnel and Capital Detail

FUND 207 E-911
DEPT 275 EMERGENCY DISPATCH

PERSONNEL SCHEDULE

CLASSIFICATION	2007-08 ACTUAL NUMBER OF EMPLOYEES	2008-09 BUDGETED NUMBER OF EMPLOYEES	2008-09 ACTUAL NUMBER OF EMPLOYEES	2009-10 BUDGTED NUMBER OF EMPLOYEES
Emergency Comm. Tech	10	12	12	12
TOTAL	10	12	12	12

CITY OF BARTLESVILLE

2009-10-Operating Budget Special Library Fund – Summary

Fund Mission: To provide support to the Bartlesville Public Library for items that are beyond the ability of the Library's operating budget to purchase.

Fund Description: This fund was established to provide additional support for the operation of the Bartlesville Public Library. Grant money from the Oklahoma Department of Libraries, funding from the Bartlesville Library Trust Authority, and donations are the principal revenues of the Special Library Fund.

2009 Accomplishments:

- From monies donated by the Friends, the Library purchased 3 new bookdrops. Two replaced those at the Madison and Price Road Fire Stations. The other was placed in the Library parking lot so patrons can deposit books without getting out of their car.
- The Library received a grant in the amount of \$2,482.00 from the Oklahoma Literacy Office to enhance literacy services.
- Received \$9,443.56 in donations this fiscal year for the Literacy Services Department.
- New computer equipment and furniture was purchased for the Local and Family History Department with funds from the Gene Winn Memorial Fund.
- The Library Trust Authority allocated \$58, 772.80 for the purchase of materials.
- This year's State Aid Monies were used to purchase new computer equipment, server, on-line subscriptions, CD/DVD Cleaning Machine, Replacements of newspapers on microfilm, and Literacy programs and materials.
- The Friends of the Library continued funding the Summer Reading Program and the annual Battle of the Books competition.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Special Library Fund – Summary
 (continued)

2010 Objectives:

- Continue to provide a superior collection by purchasing materials for library patrons with monies allocated by the Bartlesville Library Trust Authority, State Aid, and ConocoPhillips Grant.
- Work in conjunction with the Bartlesville Area History Museum to digitally scan area history and biography files.
- Allocate funds from State Aid monies and possible grants to enhance and expand literacy services for area residents.
- Provide quality programming for both adults and youth through designated funds donated by the Friends.
- Provide continuing education opportunities for staff members through Friends and State Aid monies.

Budget Highlights:

The major budgeted expenditures in this fund are for general supplies and replacement equipment.

**FUND 208 SPECIAL LIBRARY
 DEPT 421 LIBRARY**

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$124,653	\$239,967	\$239,967	\$189,021	\$189,021

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Special Library Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Library	\$ 124,653	\$ 239,967	\$ 239,967	\$ 189,021
Total Expenditures	\$ 124,653	\$ 239,967	\$ 239,967	\$ 189,021

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Intergovernmental	\$ 28,164	\$ 20,000	\$ 28,347	\$ 35,000
Interest and Investment Income	9,317	4,450	9,022	8,100
Donations and Miscellaneous	51,127	40,300	55,061	30,000
Transfer In: From BLTA	<u>64,834</u>	<u>60,000</u>	<u>58,773</u>	<u>38,000</u>
Fund Balance	<u>237,642</u>	<u>168,024</u>	<u>266,433</u>	<u>177,669</u>
Total Available for Appropriation	\$ 391,084	\$ 292,774	\$ 417,636	\$ 288,769

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Special Library Fund – Library – Line Item Detail

<i>PERSONNEL SERVICES</i>	<i>2007-08 ACTUAL</i>	<i>2008-09 BUDGET</i>	<i>2008-09 ESTIMATE</i>	<i>2009-10 REQUEST</i>	<i>CITY MGR REC</i>	<i>2009-10 APPROVED</i>
51110 REGULAR SALARIES	\$ -	\$ 33,000	\$ 33,000	\$ 30,000	\$ 30,000	\$ 30,000
51130 FICA	-	2,462	2,462	2,228	2,228	2,228
51150 RETIREMENT	-	4,000	4,000	3,600	3,600	3,600
TOTAL PERSONAL SERVICES	\$ -	\$ 39,462	\$ 39,462	\$ 35,828	\$ 35,828	\$ 35,828
<i>CONTRACTUAL SERVICES</i>						
52110 EMPLOYMENT SERVICES	\$ 5,497	\$ 2,600	\$ 2,600	\$ 2,500	\$ 2,500	\$ 2,500
52510 OTHER SERVICES	7,924	7,500	7,500	5,000	5,000	5,000
TOTAL CONTRACTUAL SERVICES	\$ 13,421	\$ 10,100	\$ 10,100	\$ 7,500	\$ 7,500	\$ 7,500
<i>MATERIALS & SUPPLIES</i>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 15,453	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
53310 GENERAL SUPPLIES	95,779	174,405	174,405	130,693	130,693	130,693
TOTAL MATERIALS & SUPPLIES	\$ 111,232	\$ 189,405	\$ 189,405	\$ 145,693	\$ 145,693	\$ 145,693
<i>CAPITAL OUTLAY</i>						
55920 BUILDINGS & STRUCTURES	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -
<i>TOTAL BUDGET</i>						
	\$ 124,653	\$ 239,967	\$ 239,967	\$ 189,021	\$ 189,021	\$ 189,021

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Special Library Fund – Library – Personnel and Capital Detail

**FUND 208 SPECIAL LIBRARY
 DEPT 421 LIBRARY**

PERSONNEL SCHEDULE

CLASSIFICATION	2007-08 ACTUAL NUMBER OF EMPLOYEES	2008-09 BUDGETED NUMBER OF EMPLOYEES	2008-09 ACTUAL NUMBER OF EMPLOYEES	2009-10 BUDGTED NUMBER OF EMPLOYEES
Literacy Coordinator	1	1	1	1
TOTAL	1	1	1	1

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Special Museum Fund – Summary

Fund Mission: To provide support to the Bartlesville Area History Museum for items that are beyond the ability of the Museum’s operating budget to purchase

Fund Description: This fund was established to provide additional support for the operation of the Bartlesville History Museum. Money from the Bartlesville History Museum Trust Authority and donations are the principal revenues of the Special Museum Fund.

2009 Accomplishments: • Creation of the History Museum Special Fund

2010 Objectives:

- Recondition and replace permanent exhibit pieces as needed
- Create three new temporary exhibits during fiscal year
- Increase programs for schools and other organizations at the History Museum
- Continue to provide the History Museum billboard

Budget Highlights: The major budgeted expenditures in this fund are for general supplies and replacement equipment.

FUND 209 SPECIAL MUSEUM DEPT 425 MUSUEM				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$0	\$0	\$0	\$31,500	\$31,500

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Special Museum Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Museum	\$ -	\$ -	\$ -	\$ 31,500
Total Expenditures	\$ -	\$ -	\$ -	\$ 31,500

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Donations and Miscellaneous	\$ -	\$ -	\$ 344	\$ -
Transfer In: History Musuem Trust	-	-	-	31,500
Fund Balance	-	-	-	344
Total Available for Appropriation	\$ -	\$ -	\$ 344	\$ 31,844

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Special Museum Fund – Museum – Line Item Detail

CONTRACTUAL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
52410 PROFESSIONAL SERVICES	\$ -	\$ -	\$ -	\$ 16,000	\$ 16,000	\$ 16,000
52510 OTHER SERVICES	-	-	-	10,500	10,500	10,500
TOTAL CONTRACTUAL SERVICES	\$ -	\$ -	\$ -	\$ 26,500	\$ 26,500	\$ 26,500
MATERIALS & SUPPLIES						
53310 GENERAL SUPPLIES	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
53610 MAINT. & REPAIR MATERIALS	-	-	-	2,500	2,500	2,500
TOTAL MATERIALS & SUPPLIES	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
TOTAL BUDGET	\$ -	\$ -	\$ -	\$ 31,500	\$ 31,500	\$ 31,500

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Municipal Airport Fund – Summary

Fund Mission: To provide quality airport facilities capable of meeting the needs of large corporate and small individual clients.

Fund Description: The Bartlesville Municipal Airport is owned by the City but operated under contract by ConocoPhillips Global Aviation Services. In the past the City received the 3rd party airport rental income from the lessees and remitted the balance to CoP as payment for their operating contract. In FY 2008-09, the City and CoP entered into an amended lease and operating agreement by which CoP services the 3rd party lessees directly, and the City no longer acts as the pass-through for these funds.

2009 Accomplishments: • Begin construction on Airport Runway overlay

2010 Objectives: • Complete construction of Airport runway overlay
 • Begin study for an ILS system for the airport.

Budget Highlights: This entire fund is now dedicated to making capital improvements at the Airport, and therefore all expenditures are related to this purpose.

**FUND 240 MUNICIPAL AIRPORT
 DEPT 147 AIRPORT**

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$384,420	\$5,003,052	\$3,855,300	\$2,109,625	\$2,109,625

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Municipal Airport Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Airport	\$ 384,420	\$ 5,003,052	\$ 3,855,300	\$ 2,109,625
Total Expenditures	\$ 384,420	\$ 5,003,052	\$ 3,855,300	\$ 2,109,625

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Intergovernmental	\$ 47,081	\$ 856,834	\$ 3,553,208	\$ -
Interest and Investment Income	77,191	37,250	70,016	63,000
Donations and Miscellaneous	225,751	107,000	124,588	-
Fund Balance	2,168,814	359,482	2,154,113	2,046,625
Total Available for Appropriation	\$ 2,518,837	\$ 1,360,566	\$ 5,901,925	\$ 2,109,625

CITY OF BARTLESVILLE
2009-10-Operating Budget
Municipal Airport Fund – Airport – Line Item Detail

CONTRACTUAL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
52410 PROFESSIONAL SERVICES	\$ 72,648	\$ 78,000	\$ 194,000	\$ -	\$ -	\$ -
52610 MAINT. & REPAIR SERVICE	-	2,093	2,000	-	-	-
52710 OPERATIONAL SERVICES	85,277	96,300	96,300	2,109,625	2,109,625	2,109,625
TOTAL CONTRACTUAL SERVICES	\$ 157,925	\$ 176,393	\$ 292,300	\$ 2,109,625	\$ 2,109,625	\$ 2,109,625
MATERIALS & SUPPLIES						
53610 MAINT. & REPAIR MATERIALS	\$ 544	\$ 2,393	\$ 3,000	\$ -	\$ -	\$ -
TOTAL MATERIALS & SUPPLIES	\$ 544	\$ 2,393	\$ 3,000	\$ -	\$ -	\$ -
CAPITAL OUTLAY						
55920 BUILDINGS & STRUCTURES	\$ 97,951	\$ -	\$ -	\$ -	\$ -	\$ -
55930 OTHER IMPROVEMENTS	128,000	4,824,266	3,560,000	-	-	-
TOTAL CAPITAL OUTLAY	\$ 225,951	\$ 4,824,266	\$ 3,560,000	\$ -	\$ -	\$ -
TOTAL BUDGET	\$ 384,420	\$ 5,003,052	\$ 3,855,300	\$ 2,109,625	\$ 2,109,625	\$ 2,109,625

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Restricted Donations Fund – Summary

Fund Mission: To accept restricted use donations on behalf of operating departments and track the expenditures of these restricted funds.

Fund Description: The Restricted Donations fund was established several years ago to receive and disburse funds donated to the City with specific purposes attached as a condition of the gift and for accounting for certain grant funds.

- 2009 Accomplishments:
- Held seminar for entire department and area agencies on vehicle driving, safety and liability.
 - Purchased 2 chain saws for use on natural cover fires and storms.
 - Purchased 2 rescue saws for ventilation purposes.
-

- 2010 Objectives:
- Purchase Air Bags for enhanced vehicle extrication.
 - Purchase at least 2 six-bay combination radio analyzer, charger and conditioners to lengthen battery life and ensure we have good batteries available during emergencies.
-

Budget Highlights: The major budgeted expenditures in this fund include equipment for the Fire and Police departments that increase the safety and efficiency of the departments' personnel, street improvements, the Centennial Plaza project in the Park and Recreation department, and renovations for Veteran's Park and Frontier Pool.

**FUND 243 RESTRICTED DONATIONS
 DEPT 170 GENERAL SERVICES**

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$3,708	\$0	\$0	\$5,274	\$5,274

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Restricted Donations Fund – Summary
 (continued)

FUND 243 RESTRICTED DONATIONS DEPT 250 FIRE				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$21,064	\$68,500	\$10,807	\$66,498	\$66,498

FUND 243 RESTRICTED DONATIONS DEPT 270 POLICE				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$50,082	\$247,208	\$141,989	\$155,446	\$155,446

FUND 243 RESTRICTED DONATIONS DEPT 328 STREET				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$49,301	\$0	\$0	\$50,733	\$50,733

FUND 243 RESTRICTED DONATIONS DEPT 431 PARK & RECREATION				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$0	\$1,500	\$1,500	\$38,614	\$38,614

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Restricted Donations Fund – Summary
 (continued)

**FUND 243 RESTRICTED DONATIONS
 DEPT 432 SWIMMING POOLS**

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$0	\$325,000	\$240,000	\$94,360	\$94,360

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Restricted Donations Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
General Services	\$ 3,708	\$ -	\$ -	\$ 5,274
Fire	21,064	68,500	10,807	66,498
Police	50,082	247,208	141,989	155,446
Park and Recreation	-	1,500	1,500	38,614
Swimming Pools	-	325,000	240,000	94,360
Street	<u>49,301</u>	<u>-</u>	<u>-</u>	<u>50,733</u>
Total Expenditures	<u>\$ 124,155</u>	<u>\$ 642,208</u>	<u>\$ 394,296</u>	<u>\$ 410,925</u>

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Intergovernmental	\$ -	\$ 209,208	\$ 209,208	\$ -
Interest and Investment Income	9,260	4,450	19,850	17,820
Donations and Miscellaneous	<u>176,853</u>	<u>301,300</u>	<u>308,845</u>	<u>-</u>
Fund Balance	<u>208,061</u>	<u>215,919</u>	<u>270,160</u>	<u>413,767</u>
Total Available for Appropriation	<u>\$ 394,174</u>	<u>\$ 730,877</u>	<u>\$ 808,063</u>	<u>\$ 431,587</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Restricted Donations Fund – General Services – Line Item Detail

<i>MATERIALS & SUPPLIES</i>	<i>2007-08 ACTUAL</i>	<i>2008-09 BUDGET</i>	<i>2008-09 ESTIMATE</i>	<i>2009-10 REQUEST</i>	<i>CITY MGR REC</i>	<i>2009-10 APPROVED</i>
53310 GENERAL SUPPLIES	\$ 3,708	\$ -	\$ -	\$ 5,274	\$ 5,274	\$ 5,274
TOTAL MATERIALS & SUPPLIES	<u>\$ 3,708</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,274</u>	<u>\$ 5,274</u>	<u>\$ 5,274</u>
TOTAL BUDGET	<u>\$ 3,708</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,274</u>	<u>\$ 5,274</u>	<u>\$ 5,274</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Restricted Donations Fund – Fire – Line Item Detail

MATERIALS & SUPPLIES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
53310 GENERAL SUPPLIES	\$ 21,064	\$ 63,400	\$ 5,587	\$ 66,498	\$ 66,498	\$ 66,498
TOTAL MATERIALS & SUPPLIES	<u>\$ 21,064</u>	<u>\$ 63,400</u>	<u>\$ 5,587</u>	<u>\$ 66,498</u>	<u>\$ 66,498</u>	<u>\$ 66,498</u>
CAPITAL OUTLAY						
55940 MACHINERY & EQUIPMENT	\$ -	\$ 5,100	\$ 5,220	\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY	<u>\$ -</u>	<u>\$ 5,100</u>	<u>\$ 5,220</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL BUDGET	<u>\$ 21,064</u>	<u>\$ 68,500</u>	<u>\$ 10,807</u>	<u>\$ 66,498</u>	<u>\$ 66,498</u>	<u>\$ 66,498</u>

CITY OF BARTLESVILLE
2009-10-Operating Budget
Restricted Donations Fund – Police – Line Item Detail

MATERIALS & SUPPLIES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,752	\$ -	\$ -	\$ -	\$ -	\$ -
53310 GENERAL SUPPLIES	32,700	-	141,989	155,446	155,446	155,446
53410 TOOLS & EQUIPMENT	2,669	-	-	-	-	-
TOTAL MATERIALS & SUPPLIES	\$ 37,121	\$ -	\$ 141,989	\$ 155,446	\$ 155,446	\$ 155,446
CAPITAL OUTLAY						
55940 MACHINERY & EQUIPMENT	\$ 12,961	\$ 38,000	\$ -	\$ -	\$ -	\$ -
55960 VEHICLES & EQUIPMENT	-	209,208	-	-	-	-
TOTAL CAPITAL OUTLAY	\$ 12,961	\$ 247,208	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET						
	\$ 50,082	\$ 247,208	\$ 141,989	\$ 155,446	\$ 155,446	\$ 155,446

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Restricted Donations Fund – Street – Line Item Detail

<i>CAPITAL OUTLAY</i>	<i>2007-08 ACTUAL</i>	<i>2008-09 BUDGET</i>	<i>2008-09 ESTIMATE</i>	<i>2009-10 REQUEST</i>	<i>CITY MGR REC</i>	<i>2009-10 APPROVED</i>
55930 OTHER IMPROVEMENTS	\$ 49,301	\$ -	\$ -	\$ 50,733	\$ 50,733	\$ 50,733
TOTAL CAPITAL OUTLAY	<u>\$ 49,301</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 50,733</u>	<u>\$ 50,733</u>	<u>\$ 50,733</u>
TOTAL BUDGET	<u>\$ 49,301</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 50,733</u>	<u>\$ 50,733</u>	<u>\$ 50,733</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Restricted Donations Fund – Park and Recreation – Line Item Detail

<i>CAPITAL OUTLAY</i>	<i>2006-07 ACTUAL</i>	<i>2008-09 BUDGET</i>	<i>2008-09 ESTIMATE</i>	<i>2009-10 REQUEST</i>	<i>CITY MGR REC</i>	<i>2009-10 APPROVED</i>
55930 OTHER IMPROVEMENTS	\$ -	\$ 1,500	\$ 1,500	\$ 38,614	\$ 38,614	\$ 38,614
TOTAL CAPITAL OUTLAY	<u>\$ -</u>	<u>\$ 1,500</u>	<u>\$ 1,500</u>	<u>\$ 38,614</u>	<u>\$ 38,614</u>	<u>\$ 38,614</u>
TOTAL BUDGET	<u>\$ -</u>	<u>\$ 1,500</u>	<u>\$ 1,500</u>	<u>\$ 38,614</u>	<u>\$ 38,614</u>	<u>\$ 38,614</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Restricted Donations Fund – Swimming Pool – Line Item Detail

<i>CAPITAL OUTLAY</i>	<i>2006-07 ACTUAL</i>	<i>2008-09 BUDGET</i>	<i>2008-09 ESTIMATE</i>	<i>2009-10 REQUEST</i>	<i>CITY MGR REC</i>	<i>2009-10 APPROVED</i>
55930 OTHER IMPROVEMENTS	\$ -	\$ 325,000	\$ 240,000	\$ 94,360	\$ 94,360	\$ 94,360
TOTAL CAPITAL OUTLAY	<u>\$ -</u>	<u>\$ 325,000</u>	<u>\$ 240,000</u>	<u>\$ 94,360</u>	<u>\$ 94,360</u>	<u>\$ 94,360</u>
TOTAL BUDGET	<u>\$ -</u>	<u>\$ 325,000</u>	<u>\$ 240,000</u>	<u>\$ 94,360</u>	<u>\$ 94,360</u>	<u>\$ 94,360</u>

CITY OF BARTLESVILLE
2009-10-Operating Budget
Golf Course Memorial Fund – Summary

Fund Mission: To receive donations and other golf revenues that are restricted for the purpose of golf course improvements. To account for expenditure of such funds.

Fund Description: The Golf Course Memorial fund was established when members of the Adams Golf Club requested it so that gifts could be made to the Golf Course for purposes of improving it. They wanted to assure that the intended improvements were made and that the money would not be used for everyday operations.

2009 Accomplishments:

- We did not purchase fountains for ponds because of the reoccurring electric expense associated with the fountains that were not budgeted for.
- We took part of this money along with a \$3000.00 Conoco Phillips grant which has not been deposited into this account for the '08-'09 budget year and completed a entryway a parking lot beatification project.
- We purchased 4 pieces of small equipment to help with the maintenance of the golf course.
- We are returning almost \$1000.00 of this fund to the city, which is not counting the \$3000.00 that should be available to us next year.
- Finished repayment of loan from the bond financing
- Sold tee signs sponsors and raised \$3000.00 for golf course improvements

2010 Objectives:

- To continue to hold golf tournament to raise money for improvements.

Budget Highlights: The major budgeted expenditure in this fund is for maintenance and repairs. In previous years this fund had been repaying an internal loan from the now closed Bond Financing Fund.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Golf Course Memorial Fund – Summary
 (continued)

**FUND 244 GOLF COURSE MEMORIAL
 DEPT 445 GOLF COURSE**

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$5,000	\$15,609	\$14,109	\$8,468	\$8,468

**FUND 244 GOLF COURSE MEMORIAL
 DEPT 900 TRANSFERS**

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$31,678	\$6,322	\$6,322	\$0	\$0

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Golf Course Memorial Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Municipal Golf Course	\$ 5,000	\$ 15,609	\$ 14,109	\$ 8,468
Transfers Out: Bond Financing	<u>31,678</u>	<u>6,322</u>	<u>6,322</u>	<u>-</u>
Total Expenditures	<u>\$ 36,678</u>	<u>\$ 21,931</u>	<u>\$ 20,431</u>	<u>\$ 8,468</u>

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Charges for Services	\$ 21,791	\$ 20,100	\$ 21,152	\$ -
Interest and Investment Income	548	150	298	180
Donations and Miscellaneous	<u>2,373</u>	<u>-</u>	<u>2,325</u>	<u>-</u>
Fund Balance	<u>16,909</u>	<u>1,681</u>	<u>4,944</u>	<u>8,288</u>
Total Available for Appropriation	<u>\$ 41,621</u>	<u>\$ 21,931</u>	<u>\$ 28,719</u>	<u>\$ 8,468</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Golf Course Memorial Fund – Golf Course – Line Item Detail

<i>MATERIALS & SUPPLIES</i>	<i>2007-08 ACTUAL</i>	<i>2008-09 BUDGET</i>	<i>2008-09 ESTIMATE</i>	<i>2009-10 REQUEST</i>	<i>CITY MGR REC</i>	<i>2009-10 APPROVED</i>
53610 MAINT. & REPAIR MATERIALS	\$ 5,000	\$ 15,609	\$ 14,109	\$ 8,468	\$ 8,468	\$ 8,468
TOTAL MATERIALS & SUPPLIES	<u>\$ 5,000</u>	<u>\$ 15,609</u>	<u>\$ 14,109</u>	<u>\$ 8,468</u>	<u>\$ 8,468</u>	<u>\$ 8,468</u>
TOTAL BUDGET	<u>\$ 5,000</u>	<u>\$ 15,609</u>	<u>\$ 14,109</u>	<u>\$ 8,468</u>	<u>\$ 8,468</u>	<u>\$ 8,468</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Golf Course Memorial Fund – Transfers – Line Item Detail

TRANSFERS OUT	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
59204 BOND FINANCING	\$ 31,678	\$ 6,322	\$ 6,322	\$ -	\$ -	\$ -
TOTAL TRANSFERS	<u>\$ 31,678</u>	<u>\$ 6,322</u>	<u>\$ 6,322</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL BUDGET	<u>\$ 31,678</u>	<u>\$ 6,322</u>	<u>\$ 6,322</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

CITY OF BARTLESVILLE

2009-10-Operating Budget

JAG Fund – Summary

Fund Mission: To provide for the receipt of LLEBG and JAG grant funds and to account for the expenditure of such funds.

Fund Description: The JAG Fund was established originally to account for the receipt and disbursement of Police grant funds associated with the Local Law Enforcement Block Grant (LLEBG). The LLEBG was discontinued and replaced by the Police JAG grant. It is anticipated that the JAG grant will also be discontinued in the near future. After the final JAG funds have been received and spent, this fund will be closed.

2009 Accomplishments: • Purchased additional Tasers for patrol

2010 Objectives: • Purchase of additional patrol equipment as needed

Budget Highlights: The only budgeted expenditure in this fund is for Police department general supplies.

FUND 262 LOCAL LAW ENFORCEMENT BLOCK GRANT DEPT 270 POLICE

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$12,213	\$7,500	\$0	\$68,954	\$68,954

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 JAG Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Police	\$ 12,213	\$ 7,500	\$ -	\$ 68,954
Total Expenditures	\$ 12,213	\$ 7,500	\$ -	\$ 68,954

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Intergovernmental	\$ 8,383	\$ -	\$ -	\$ 68,954
Interest and Investment Income	200	100	160	90
Fund Balance	8,383	14,182	4,753	4,913
Total Available for Appropriation	\$ 16,966	\$ 14,282	\$ 4,913	\$ 73,957

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 JAG Fund – Police – Line Item Detail

<i>MATERIALS & SUPPLIES</i>	<i>2007-08 ACTUAL</i>	<i>2008-09 BUDGET</i>	<i>2008-09 ESTIMATE</i>	<i>2009-10 REQUEST</i>	<i>CITY MGR REC</i>	<i>2009-10 APPROVED</i>
53310 GENERAL SUPPLIES	\$ 12,213	\$ 7,500	\$ -	\$ 68,954	\$ 68,954	\$ 68,954
TOTAL MATERIALS & SUPPLIES	<u>\$ 12,213</u>	<u>\$ 7,500</u>	<u>\$ -</u>	<u>\$ 68,954</u>	<u>\$ 68,954</u>	<u>\$ 68,954</u>
TOTAL BUDGET	<u>\$ 12,213</u>	<u>\$ 7,500</u>	<u>\$ -</u>	<u>\$ 68,954</u>	<u>\$ 68,954</u>	<u>\$ 68,954</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Neighborhood Park Fund – Summary

Fund Mission: To assist in the maintenance and development of the parks and pathways of the City of Bartlesville.

Fund Description: The Neighborhood Park and Recreation fund was established to receive and disburse funds generated by the Park fee imposed on new residential developments within the City. The fee is \$500 per acre or portion thereof.

- 2009 Accomplishments:
- Completion of an Aquatic Audit and Feasibility Study to guide development of aquatic facilities to meet community demands
 - Ongoing creation of a Parks and Recreation Development plan to provide guidance on the maintenance and future development of park and recreation facilities and programs to meet community demands
-

- 2010 Objectives:
- Continue to develop and improve Bartlesville’s Park and Recreation system
-

Budget Highlights: The only budgeted expenditures in this fund are for miscellaneous improvements to the City’s park system.

**FUND 271 NEIGHBORHOOD PARK
 DEPT 431 PARK & RECREATION**

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$14,379	\$108,007	\$55,000	\$109,218	\$109,218

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Neighborhood Park Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Park and Recreation	\$ 14,379	\$ 108,007	\$ 55,000	\$ 109,218
Total Expenditures	\$ 14,379	\$ 108,007	\$ 55,000	\$ 109,218

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Interest and Investment Income	\$ 4,869	\$ 2,300	\$ 4,428	\$ 3,960
Donations and Miscellaneous	10,725	12,300	1,750	-
Fund Balance	152,841	69,686	154,080	105,258
Total Available for Appropriation	\$ 168,435	\$ 84,286	\$ 160,258	\$ 109,218

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Neighborhood Park Fund – Park and Recreation – Line Item Detail

CONTRACTUAL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
52410 PROFESSIONAL SERVICES	\$ 14,379	\$ 23,721	\$ 45,000	\$ -	\$ -	\$ -
TOTAL CONTRACTUAL SERVICES	<u>\$ 14,379</u>	<u>\$ 23,721</u>	<u>\$ 45,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
CAPITAL OUTLAY						
55930 OTHER IMPROVEMENTS	\$ -	\$ 84,286	\$ -	109,218	109,218	\$ 109,218
TOTAL CAPITAL OUTLAY	<u>\$ -</u>	<u>\$ 84,286</u>	<u>\$ 10,000</u>	<u>\$ 109,218</u>	<u>\$ 109,218</u>	<u>\$ 109,218</u>
TOTAL BUDGET	<u>\$ 14,379</u>	<u>\$ 108,007</u>	<u>\$ 55,000</u>	<u>\$ 109,218</u>	<u>\$ 109,218</u>	<u>\$ 109,218</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Cemetery Perpetual Care Fund – Summary

Fund Mission: To expand and improve the City owned White Rose Cemetery utilizing State mandated funds and all accrued earnings.

Fund Description: The Cemetery Perpetual Care fund is mandated by State Law for operators of cemeteries. A portion of each lot sale and interment income is required to be deposited in the fund. Principal may only be used for capital improvements to the cemetery and for purchase of land. Interest and other income may be used for operations.

2009 Accomplishments: N/A

2010 Objectives: N/A

Budget Highlights: The only budgeted expenditures for this fund are for paving the roads within the cemetery, replacement of benches, cleaning up/improving former office site, fencing around new office and various improvements to the cemetery.

**FUND 274 CEMETERY PERPETUAL CARE
 DEPT 174 CEMETERY**

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$1,200	\$94,939	\$7,404	\$94,120	\$94,120

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Cemetery Perpetual Care Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Cemetery	\$ 1,200	\$ 94,939	\$ 7,404	\$ 94,120
Total Expenditures	\$ 1,200	\$ 94,939	\$ 7,404	\$ 94,120

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Charges for Services	\$ 3,147	\$ 2,500	\$ 1,431	\$ 1,300
Interest and Investment Income	2,193	950	3,087	2,700
Donations and Miscellaneous	1,199	-	1,045	-
Fund Balance	86,607	88,588	91,961	90,120
Total Available for Appropriation	\$ 93,146	\$ 92,038	\$ 97,524	\$ 94,120

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Cemetery Perpetual Care Fund – Cemetery – Line Item Detail

<i>MATERIALS & SUPPLIES</i>	<i>2007-08 ACTUAL</i>	<i>2008-09 BUDGET</i>	<i>2008-09 ESTIMATE</i>	<i>2009-10 REQUEST</i>	<i>CITY MGR REC</i>	<i>2009-10 APPROVED</i>
53310 GENERAL SUPPLIES	\$ 1,200	\$ 2,901	\$ 2,901	\$ -	\$ -	\$ -
TOTAL MATERIALS & SUPPLIES	<u>\$ 1,200</u>	<u>\$ 2,901</u>	<u>\$ 2,901</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<i>CAPITAL OUTLAY</i>						
55930 OTHER IMPROVEMENTS	\$ -	\$ 92,038	\$ 4,503	\$ 94,120	\$ 94,120	\$ 94,120
TOTAL CAPITAL OUTLAY	<u>\$ -</u>	<u>\$ 92,038</u>	<u>\$ 4,503</u>	<u>\$ 94,120</u>	<u>\$ 94,120</u>	<u>\$ 94,120</u>
TOTAL BUDGET	<u>\$ 1,200</u>	<u>\$ 94,939</u>	<u>\$ 7,404</u>	<u>\$ 94,120</u>	<u>\$ 94,120</u>	<u>\$ 94,120</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Memorial Stadium Operating Fund – Summary

Fund Mission: To operate, improve, and maintain the Doenges Memorial Stadium in order to create a unique experience for athletes and spectators alike.

Fund Description: The Stadium Operating Fund was established in 1999 to receive the proceeds of stadium rentals which were approved by the City Council and the Stadium Operating Committee. The proceeds from these sources, along with a general fund subsidy, are used exclusively for the operation, improvement, and maintenance of the Doenges Memorial Stadium.

- 2009 Accomplishments:
- Provide home field for American Legion Baseball program
 - Provide home field for Bruin Baseball program
 - Completed grill area
-

- 2010 Objectives:
- Continue to provide excellent field maintenance for users
 - Continue to research other possibilities to bring more people and revenue to the stadium
 - To work with the Stadium Operating Committee to make various improvements to the stadium
-

Budget Highlights: The major budgeted expenditures for this fund are personnel costs, utilities, maintenance and repair services, and various stadium improvements and upgrades.

**FUND 276 MEMORIAL STADIUM OPERATING
 DEPT 476 DOENGES MEMORIAL STADIUM**

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$53,969	\$109,757	\$52,762	\$106,757	\$106,757

CITY OF BARTLESVILLE

2009-10-Operating Budget

Memorial Stadium Operating Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Doenges Memorial Stadium	\$ 53,969	\$ 109,757	\$ 52,762	\$ 106,757
Total Expenditures	\$ 53,969	\$ 109,757	\$ 52,762	\$ 106,757

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Interest and Investment Income	\$ 711	\$ 250	\$ 2,536	\$ 2,250
Donations and Miscellaneous	11,775	1,300	27,357	27,300
Transfer In: From General	63,741	59,992	59,992	-
Fund Balance	23,650	39,554	46,014	83,137
Total Available for Appropriation	\$ 99,877	\$ 101,096	\$ 135,899	\$ 106,757

CITY OF BARTLESVILLE
2009-10-Operating Budget
Memorial Stadium Operating Fund – Stadium – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ -	\$ 13,000	\$ 4,950	\$ 12,000	\$ 12,000	\$ 12,000
51130 FICA	-	1,000	331	1,000	1,000	1,000
51150 RETIREMENT	-	1,500	601	1,500	1,500	1,500
TOTAL PERSONAL SERVICES	\$ -	\$ 15,500	\$ 5,882	\$ 14,500	\$ 14,500	\$ 14,500
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 10,743	\$ 14,054	\$ 4,343	\$ 14,054	\$ 14,054	\$ 14,054
52310 UTILITIES & COMMUNICATIONS	13,630	14,000	8,565	12,000	12,000	12,000
52510 OTHER SERVICES	362	500	239	500	500	500
52610 MAINT. & REPAIR SERVICE	61	2,000	2,543	2,000	2,000	2,000
TOTAL CONTRACTUAL SERVICES	\$ 24,796	\$ 30,554	\$ 15,690	\$ 28,554	\$ 28,554	\$ 28,554
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
53210 JANITORIAL SUPPLIES	1,283	1,000	1,069	1,000	1,000	1,000
53310 GENERAL SUPPLIES	2,492	2,527	1,318	2,527	2,527	2,527
53410 TOOLS & EQUIPMENT	1,468	700	474	700	700	700
53510 FUEL	-	250	-	250	250	250
53610 MAINT. & REPAIR MATERIALS	23,800	23,226	23,585	23,226	23,226	23,226
TOTAL MATERIALS & SUPPLIES	\$ 29,043	\$ 28,703	\$ 26,446	\$ 28,703	\$ 28,703	\$ 28,703
CAPITAL OUTLAY						
55920 BUILDINGS & STRUCTURES	\$ -	\$ 35,000	\$ -	\$ 35,000	\$ 35,000	\$ 35,000
55930 OTHER IMPROVEMENTS	130	-	-	-	-	-
55940 MACHINERY & EQUIPMENT	-	-	4,744	-	-	-
TOTAL CAPITAL OUTLAY	\$ 130	\$ 35,000	\$ 4,744	\$ 35,000	\$ 35,000	\$ 35,000
TOTAL BUDGET						
	\$ 53,969	\$ 109,757	\$ 52,762	\$ 106,757	\$ 106,757	\$ 106,757

CITY OF BARTLESVILLE

2009-10-Operating Budget

Memorial Stadium Operating Fund – Stadium – Personnel and Capital Detail

FUND 276 MEMORIAL STADIUM OPERATING
DEPT 476 DOENGES MEMORIAL STADIUM

PERSONNEL SCHEDULE

<u>CLASSIFICATION</u>	<u>2006-07 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2008-09 BUDGETED NUMBER OF EMPLOYEES</u>	<u>2008-09 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2009-10 BUDGTED NUMBER OF EMPLOYEES</u>
Maintenance Worker	0.5	0.5	0.5	0.5
TOTAL	0.5	0.5	0.5	0.5

CAPITAL OUTLAY SCHEDULE

<u>ACCOUNT NUMBER</u>	<u>ITEM</u>	<u>ADDITION OR REPLACEMENT</u>	<u>QUANTITY</u>	<u>BUDGETED EXPENDITURE</u>
276-476-55920	Outfield wall/warning track	Addition	1	\$ 35,000
TOTAL				\$ 35,000

CITY OF BARTLESVILLE

2009-10-Operating Budget

GIS Fund – Summary

Department Mission: To provide timely support for all of the City’s hardware and software systems. Advise and assist in the procurement of hardware and software. To maintain the security of City’s networks and systems.

Department Description: The Technical Services department provides support and assistance in the operation and maintenance of the City’s computer and telephone systems. This department assists in problem solving for applications that are on the systems. Its responsibilities also include computer training and maintaining the wired and wireless network and security cams and systems.

2009 Accomplishments:

- Maintained the GIS system and website with updated data reflecting new improvements and developments within the City limits.
- Maintained GIS website information which averages approximately 14,000 hits per month

2010 Objectives:

- Continue to maintain and provide support for GIS system and related activities.

Budget Highlights: This fund has now expended all available resources and will closed. Future expenditures for the upkeep of the GIS system will have to be funded through general revenues and future GIS revenues will be deposited in the General Fund.

FUND 278 GIS DEPT 185 TECH SERVICES				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$12,581	\$10,353	\$3,852	\$0	\$0

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 GIS Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Tech Services	\$ 12,581	\$ 10,353	\$ 3,852	\$ -
Total Expenditures	\$ 12,581	\$ 10,353	\$ 3,852	\$ -

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Charges for Services	\$ 1,255	\$ 1,100	\$ 10	\$ -
Interest and Investment Income	252	200	35	-
Fund Balance	-	16,290	3,807	-
Total Available for Appropriation	\$ 1,507	\$ 17,590	\$ 3,852	\$ -

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 GIS Fund – Tech Services – Line Item Detail

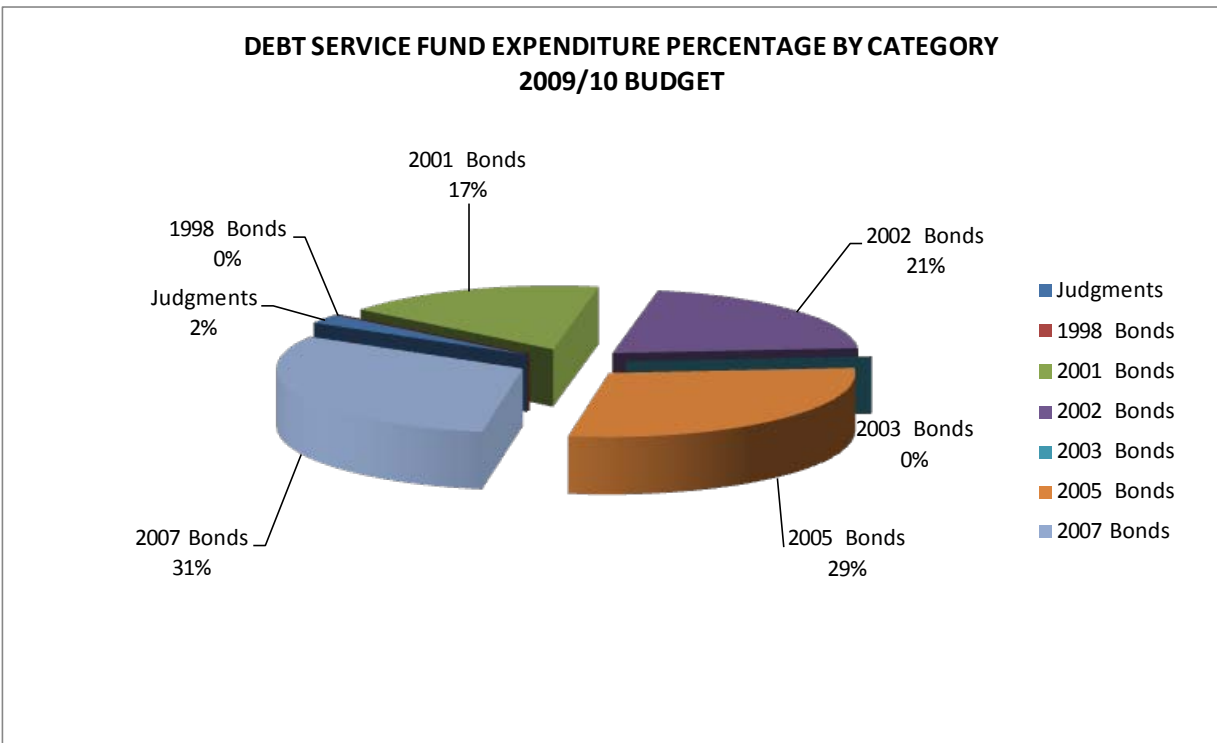
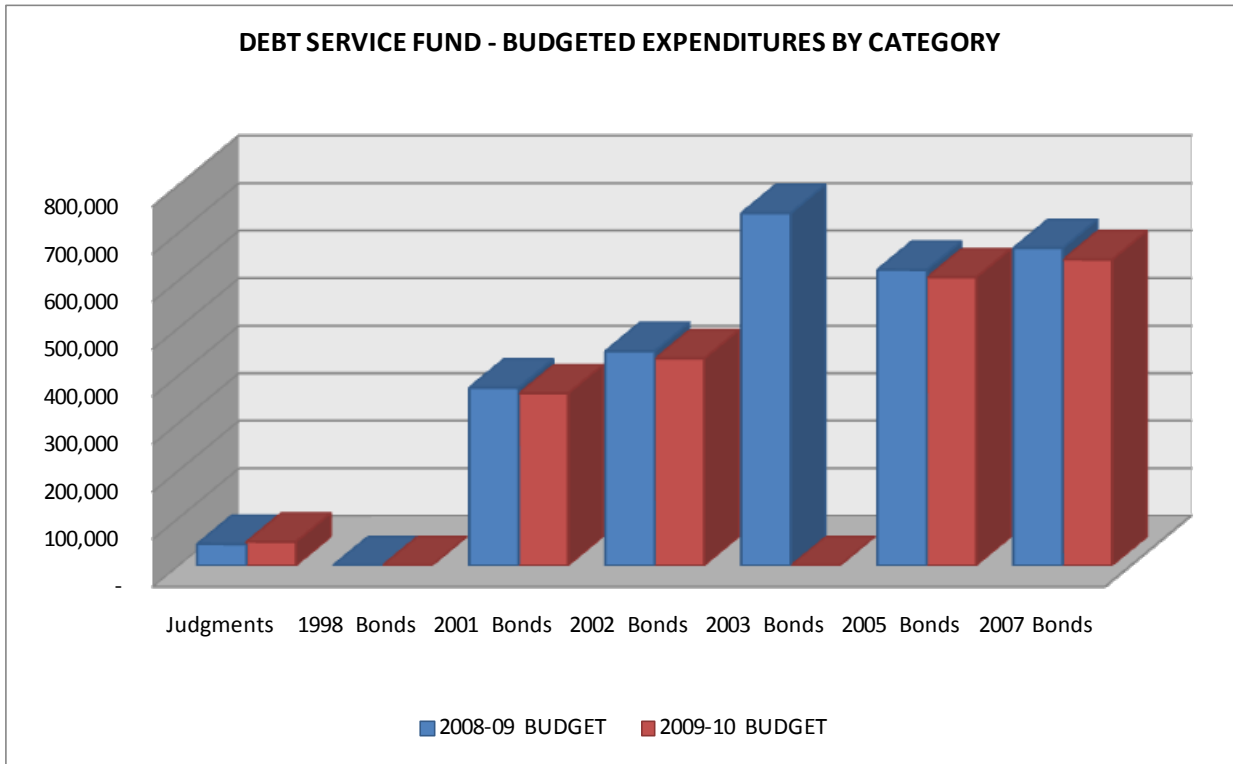
CONTRACTUAL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
52410 PROFESSIONAL SERVICES	\$ 6,710	\$ 8,463	\$ -	\$ -	\$ -	\$ -
TOTAL CONTRACTUAL SERVICES	\$ 6,710	\$ 8,463	\$ -	\$ -	\$ -	\$ -
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 3,697	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL MATERIALS & SUPPLIES	\$ 3,697	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY						
55930 OTHER IMPROVEMENTS	\$ 2,174	\$ -	\$ -	\$ -	\$ -	\$ -
55950 OFFICE EQUIP & FURNISH	-	1,890	3,852	-	-	-
TOTAL CAPITAL OUTLAY	\$ 2,174	\$ 1,890	\$ 3,852	\$ -	\$ -	\$ -
TOTAL BUDGET	\$ 12,581	\$ 10,353	\$ 3,852	\$ -	\$ -	\$ -

DEBT SERVICE FUND

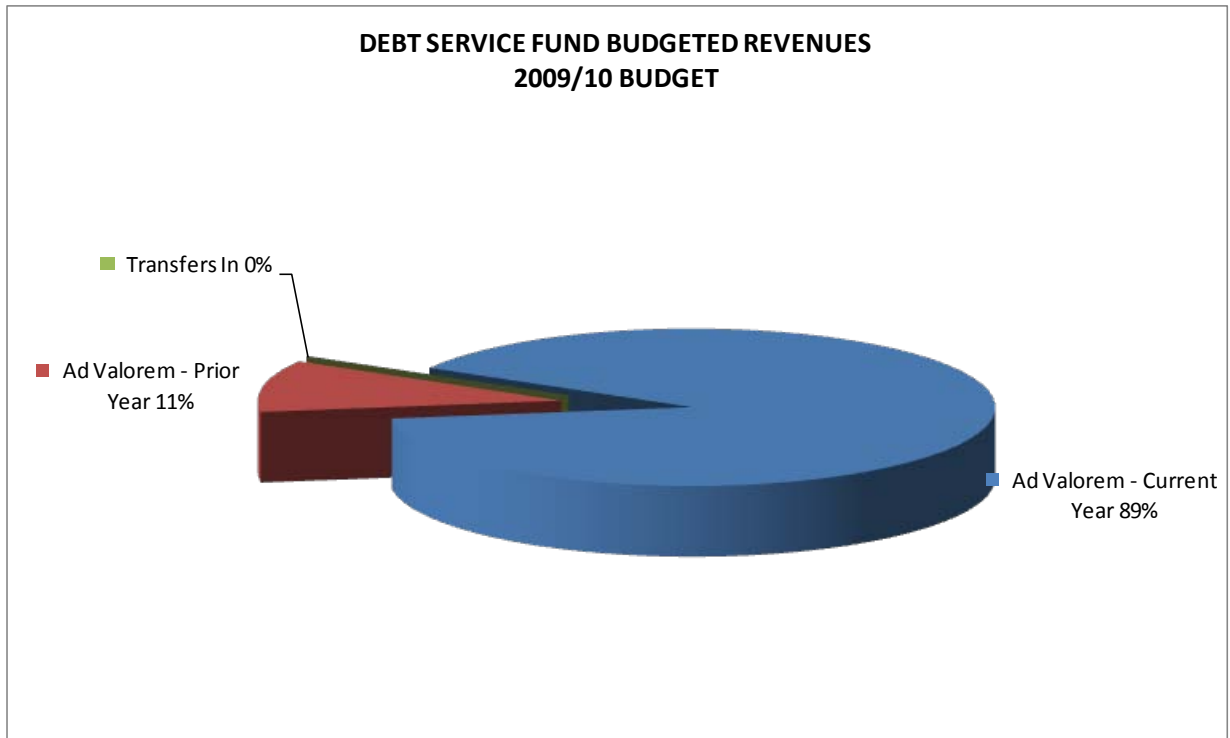
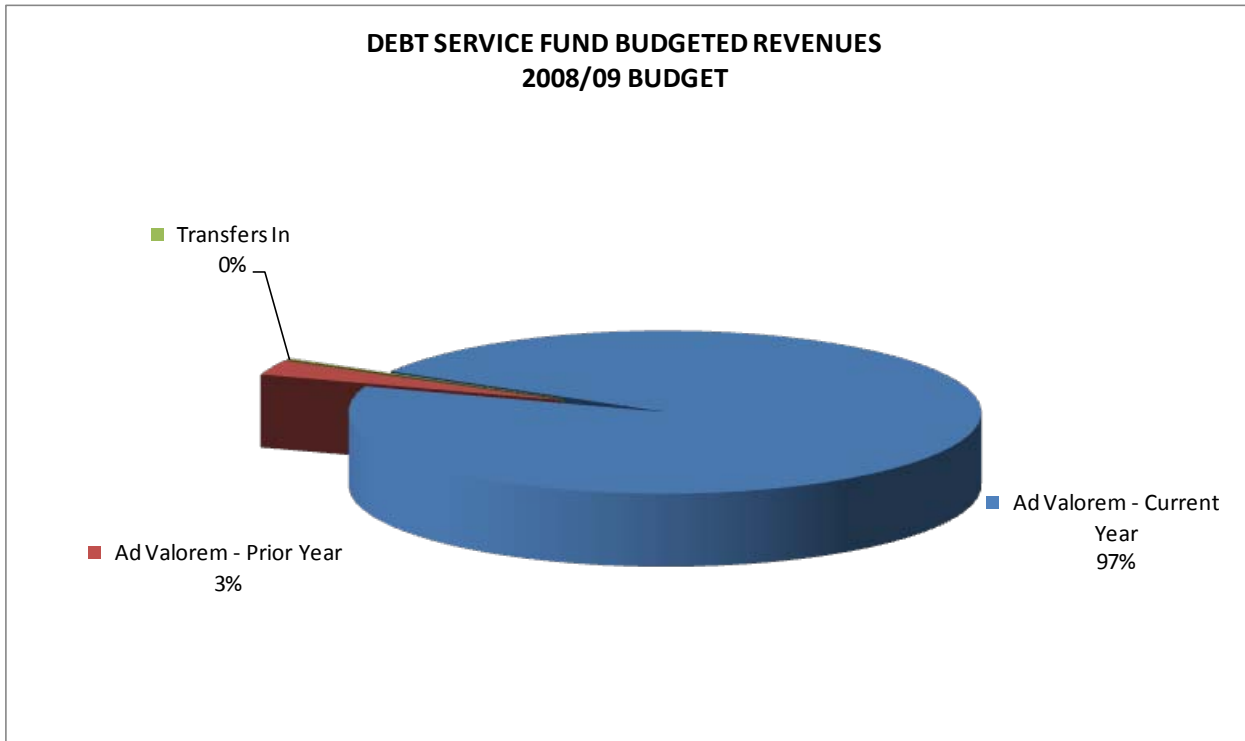


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CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Debt Service Fund – Expenditure Graphs



CITY OF BARTLESVILLE
2009-10-Operating Budget
Debt Service Fund – Revenue Graphs



CITY OF BARTLESVILLE

2009-10-Operating Budget
Debt Service Fund – Summary

Fund Mission: N/A

Fund Description: The Debt Service Fund was established in accordance with State law to satisfy the requirement that all ad valorem property taxes levied for the purposes of meeting debt service requirements on general obligation debt and paying court ordered judgments be deposited into a sinking fund.

2009 Accomplishments: N/A

2010 Objectives: N/A

Budget Highlights: This fund pays for the debt service principal and interest requirements on all outstanding general obligation debt, court ordered judgments, and administrative fees. The only sources of revenue in this fund are ad valorem taxes and a transfer from the Bond Financing Fund to help hold property tax levels below 15 mills.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Debt Service Fund – Summary by Function or Source

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Judgments	\$ -	\$ 45,000	\$ 45,000	\$ 50,000
1998 Combined Purpose Bonds	249,945	-	-	-
2001 Combined Purpose Bonds	385,613	373,980	373,980	361,935
2002 Combined Purpose Bonds	465,345	450,715	450,715	435,316
2003 Combined Purpose Bonds	763,200	741,125	741,125	-
2005 Combined Purpose Bonds	637,150	621,900	621,900	606,150
2007 Combined Purpose Bonds	167,125	667,500	667,500	643,750
2008A Combined Purpose Bonds	-	131,900	131,900	571,290
2008B Combined Purpose Bonds	-	-	-	70,825
Total Expenditures	<u>\$ 2,668,378</u>	<u>\$ 3,032,120</u>	<u>\$ 3,032,120</u>	<u>\$ 2,739,266</u>

Revenues

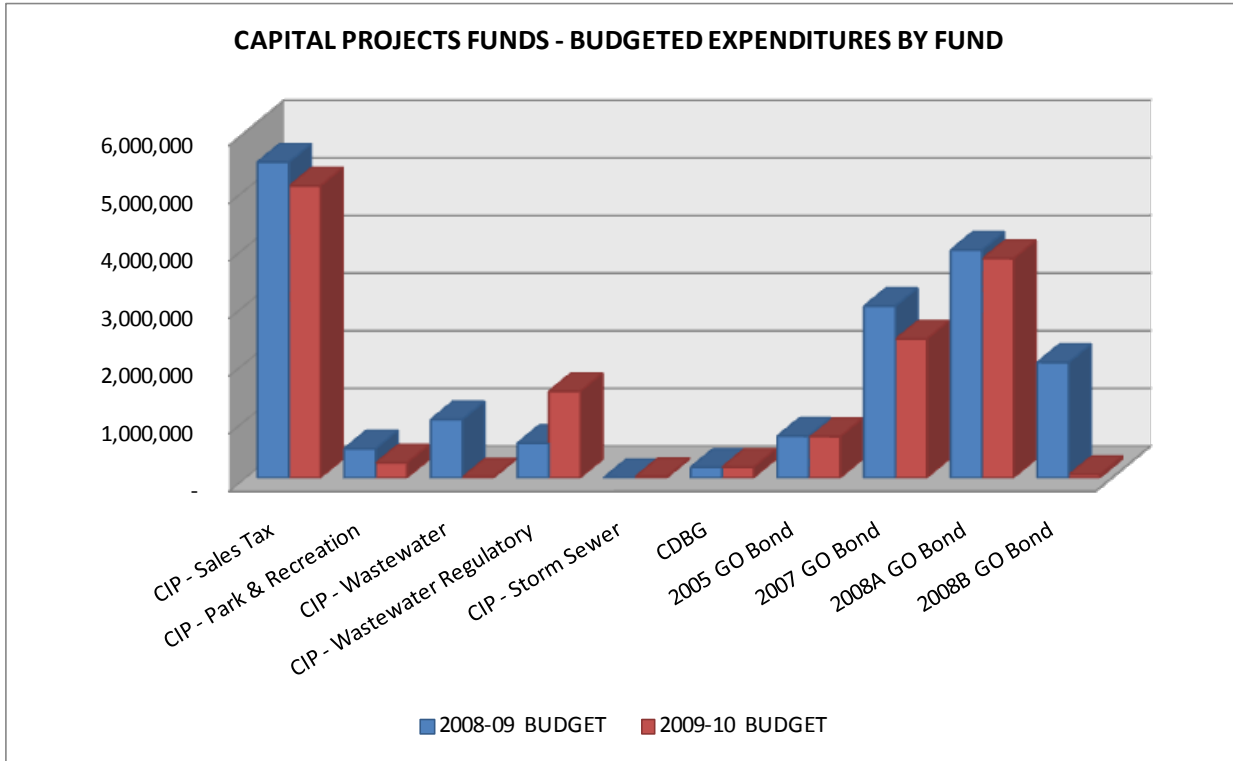
REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Ad Valorem - Current Year	\$ 2,419,432	\$ 2,377,596	\$ 1,839,911	\$ 2,438,877
Ad Valorem - Prior Year	535,966	73,005	219,071	290,388
Transfer In: From Bond Financing	639,529	-	-	-
From Golf Course Memorial	-	6,322	6,322	-
Fund Balance	<u>1,842,992</u>	<u>2,661,297</u>	<u>2,769,541</u>	<u>1,802,725</u>
Total Available for Appropriation	<u>\$ 5,437,919</u>	<u>\$ 5,118,220</u>	<u>\$ 4,834,845</u>	<u>\$ 4,531,990</u>

CAPITAL PROJECTS FUNDS

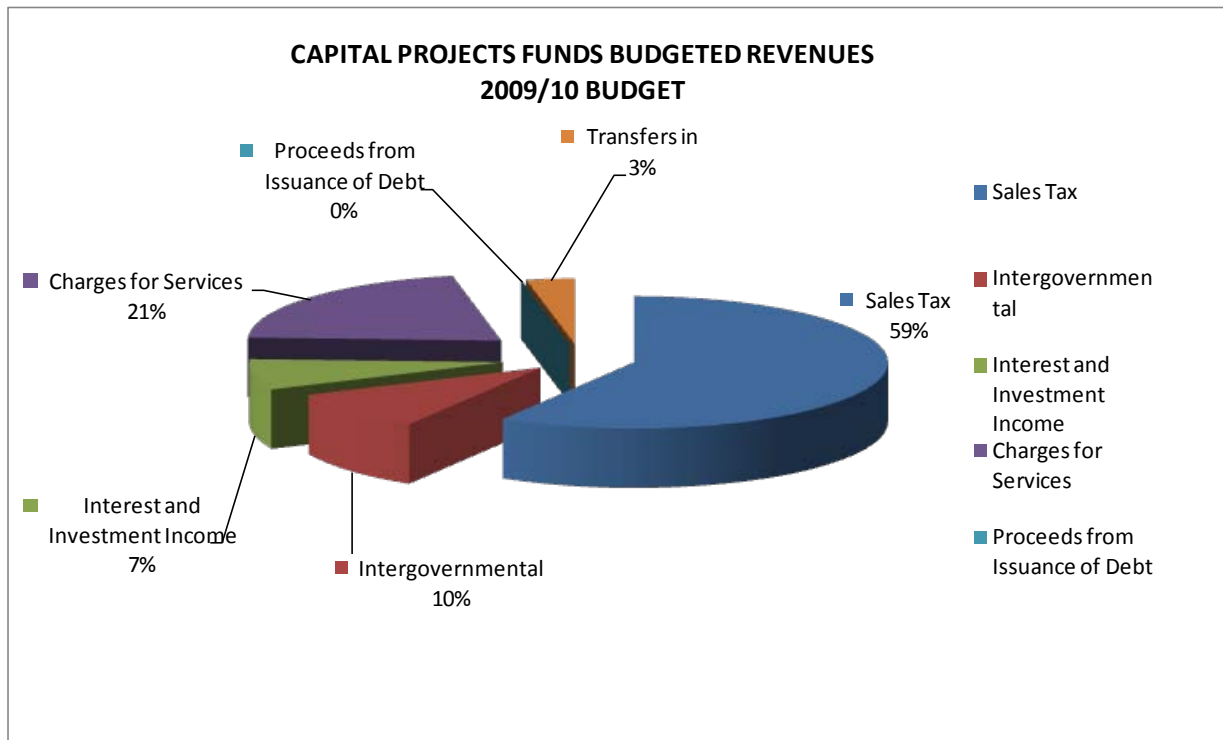
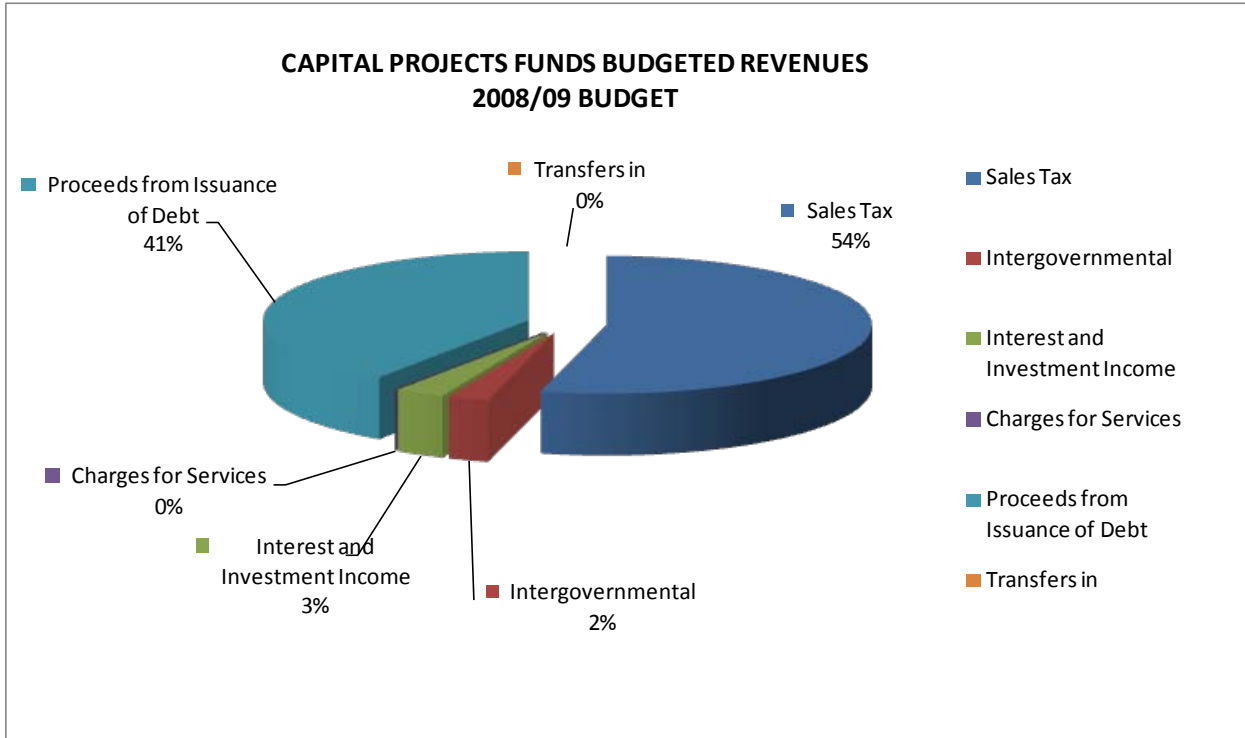


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CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Capital Projects Funds – Expenditure Graph



CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Capital Projects Funds – Revenue Graphs



CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Capital Projects Funds – Summary by Fund or Source

Expenditures and Reserves

EXPENDITURES BY FUND	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
CIP - Sales Tax	3,176,841	5,476,768	3,670,209	5,064,375
CIP - Park & Recreation	8,631	503,238	157,932	260,766
CIP - Wastewater	320,938	1,008,943	831,897	13,143
CIP - Wastewater Regulatory	-	600,000	163,903	1,499,530
CIP - Storm Sewer	27,500	4,000	-	20,054
CDBG	136,951	181,814	75,767	184,566
2005 G.O. Bond	727,374	721,882	174,705	714,667
2007 G.O. Bond	1,584,305	2,976,326	786,293	2,409,043
2008A G.O. Bond	-	3,948,987	447,780	3,802,126
2008B G.O. Bond	-	2,000,391	2,000,391	54,605
Total Expenditures and Reserves	<u>\$ 5,982,540</u>	<u>\$ 17,422,349</u>	<u>\$ 8,308,877</u>	<u>\$ 14,022,875</u>

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Sales Tax	\$ 2,607,718	\$ 2,665,542	\$ 2,659,606	\$ 2,563,116
Intergovernmental	210,358	122,780	111,976	419,970
Charges for Services	204,831	-	834,541	925,197
Interest and Investment Income	369,706	150,170	478,294	327,710
Donations and Miscellaneous	62,500	-	-	-
Proceeds from Issuance of Debt	3,949,965	2,000,391	2,000,391	-
Transfer In From: Water	-	126,500	126,500	-
BMA - General	-	-	-	135,252
Fund Balance	<u>10,268,464</u>	<u>5,688,275</u>	<u>11,749,199</u>	<u>9,651,630</u>
Total Available for Appropriation	<u>\$ 17,673,542</u>	<u>\$ 10,753,658</u>	<u>\$ 17,960,507</u>	<u>\$ 14,022,875</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Capital Projects Funds – Capital Outlay Summary

Capital

EXPENDITURES BY FUND & DEPARTMENT	2009-10 BUDGETED CAPITAL EXPENDITURES
CIP - Sales Tax Fund:	
Building Maintenance	\$ 60,000
General Services	385,000
Community Development	606,840
Tech Services	70,000
Police	542,600
Storm Sewer	300,000
Street	1,185,000
Library	150,000
Park and Recreation	915,000
Swimming Pools	35,000
Municipal Golf Course	77,700
CWWTP	140,000
<i>Total CIP - Sales Tax</i>	4,467,140
CIP - Park & Recreation Fund:	
Park and Recreation	206,082
CIP - Wastewater Regulatory Fund:	
Wastewater Treatment Plant	1,100,000
CDBG Fund:	
Community Development	78,680
Park	105,886
<i>Total CDBG</i>	184,566
2005 GO Bond Fund:	
General Services	400,000
Tech Services	145,000
Swimming Pools	65,000
<i>Total 2005 GO Bond</i>	610,000
2007 GO Bond Fund:	
Street	2,400,000
2008A GO Bond Fund:	
Storm Sewer	2,500,000
Street	1,100,000
<i>Total 2008A GO Bond</i>	3,600,000
Total Expenditures	\$ 12,567,788

CITY OF BARTLESVILLE

2009-10-Operating Budget CIP Sales Tax Fund– Summary

Fund Mission: N/A

Fund Description: The CIP – Sales Tax Fund accounts for revenues and expenditures associated with a 1/2 cent sales tax issue that was first passed in 1999 and extended in 2003.

- 2009 Accomplishments:
- Completed Camelot Drive resurfacing
 - Complete Debbie Lane Drainage Phase II
 - Completed Nova Road Extension
 - Completed Kentucky Street Rehabilitation
 - Completed Frank Phillips Street scape
 - Completed East Downtown Asphalt Improvements
 - Completed the Sooner Park splash pad
 - Hazel and Fleetwood Road repairs under construction
 - Preventative pavement maintenance project out for bids
 - Pathfinder Overlay under construction

- 2010 Objectives:
- Continue implementing the Council approved projects
 - Have 90% of the Council approved projects out for bids or under construction by late summer 2011

Budget Highlights: The major expenditures in this fund are capital improvements to various types of public infrastructure.

FUND 449 CIP - SALES TAX ALL DEPARTMENTS

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$3,176,841	\$5,476,768	\$3,670,209	\$5,064,375	\$5,064,375

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 CIP Sales Tax Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Building Maintenance	\$ -	\$ -	\$ -	\$ 60,000
General Services	-	-	-	385,000
Community Development	10,000	766,500	191,764	606,840
Tech Services	-	-	-	70,000
Police	137,379	754,758	227,379	542,600
Storm Sewer	208,533	330,000	273,250	300,000
Street	1,721,460	1,752,181	1,597,982	1,185,000
Library	-	-	-	150,000
Park and Recreation	327,270	587,774	420,205	915,000
Swimming Pools	-	200,000	200,000	35,000
Municipal Golf Course	-	9,800	9,800	77,700
CWWTP	-	140,000	-	140,000
Water Plant	252,645	155,000	108,032	-
Water Distribution	84,304	16,873	14,074	-
Sanitation	-	185,000	184,973	-
Unallocated	-	136,132	-	597,235
Transfers Out: BMA - Street Fund	<u>435,250</u>	<u>442,750</u>	<u>442,750</u>	<u>-</u>
Total Expenditures	<u>\$ 3,176,841</u>	<u>\$ 5,476,768</u>	<u>\$ 3,670,209</u>	<u>\$ 5,064,375</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 CIP Sales Tax Fund – Expenditure and Revenue Summary
 (continued)

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Sales Tax	\$ 2,607,718	\$ 2,665,542	\$ 2,659,606	\$ 2,563,116
Intergovernmental	36,820	36,870	36,209	235,404
Interest and Investment Income	100,403	35,960	95,777	86,130
Donations and Miscellaneous	62,500	-	-	-
Transfer In From BMA General	-	-	-	135,252
Fund Balance	3,286,422	2,081,588	2,923,090	2,044,473
Total Available for Appropriation	\$ 6,093,863	\$ 4,819,960	\$ 5,714,682	\$ 5,064,375

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 CIP Sales Tax Fund Capital Outlay Detail

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	07/08 ACTUAL	08/09 BUDGET	08/09 ESTIMATE	09/10 BUDGET
160	N/A	Building Maintenance Vehicles	\$ -	\$ -	\$ -	\$ 60,000
170	10010	City Hall Improvements	-	-	-	200,000
170	10012	Operation Yard Improvements	-	-	-	150,000
170	10016	Remove Underground Tanks VFW	-	-	-	35,000
180	08010	Incentive for Development	10,000	300,000	30,264	269,500
180	09014	Downtown Implementation Plan	-	120,000	120,000	-
180	09015	Landscape Maintenance contract	-	22,000	22,000	-
180	09016	Incentives and Land Acquisitions	-	298,000	-	298,000
180	09029	Hazard Mitigation Plan	-	26,500	19,500	-
180	10021	West B-Ville Redevelopment Plan	-	-	-	39,340
185	10011	Dry Sprinkler Server Room	-	-	-	25,000
185	N/A	IT - Various Computers/ Software License	-	-	-	45,000
270	10015	Needs Assessment Police	-	-	-	35,000
270	02021	Evidence Storage Building	-	250,000	-	250,000
270	03021	Police Roof Replacement	-	140,000	-	140,000
270	N/A	Police Car Lease Payment	137,379	137,379	137,379	-
270	N/A	Vehicles	-	227,379	90,000	-
270	N/A	Police Dept Vehicles	-	-	-	117,600
327	10008	Hillcrest Heights Drainage-Phase 11	-	-	-	120,000
327	02016	East Dr. Drainage	-	130,000	-	130,000
327	03005	Drainage Improvement Material	1,661	-	-	-
327	05009	Evegreen Drainage	3,655	-	-	-
327	07007	Regional Detention Facilities	10,980	-	-	-
327	07026	Park Place Detention Facility	28,500	-	-	-
327	07044	Drainage Improvements	42,750	-	83,836	-
327	08008	Nova Rd. Extension	-	-	150	-

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 CIP Sales Tax Fund Capital Outlay Detail

Capital Outlay Schedule
 (continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	07/08 ACTUAL	08/09 BUDGET	08/09 ESTIMATE	09/10 BUDGET
327	08009	Misc Drainage Improvements	\$ 120,986	\$ -	\$ -	\$ -
327	09008	Misc Drainage Improvements	-	200,000	189,264	50,000
328	10001	Traffic Signal/Beacon LED Conversion	-	-	-	70,000
328	10002	Bison Road	-	-	-	60,000
328	10003	Cherokee Drive Resurfacing	-	-	-	123,000
328	10004	Fairview Road Rehabilitation	-	-	-	67,000
328	10005	Oakdale Dr Rehabilitation	-	-	-	150,000
328	10006	Sooner Road Resurfacing	-	-	-	60,000
328	10007	Materials for Misc Street Repairs	-	-	-	50,000
328	04025	Street Improvements	39,494	42,406	110,406	-
328	05011	FPB Angled Parking	9,700	-	-	-
328	06007	Improvements To Adams Blvd	147,417	-	-	-
328	06016	Misc Street Repairs	190,000	-	-	-
328	06035	Adams Blvd Corridor Improvements	365,462	-	-	-
328	06037	Downtown Micro-surfacing	287,523	-	-	-
328	06039	Misc Signal Controllers	4,617	30,000	-	25,000
328	07003	Oak Park Rd Improvements	32,952	18,121	18,121	-
328	07004	Ohio St. Improvements	500	68,121	29,032	-
328	07005	Jefferson Rd Extension	250,750	-	-	-
328	07009	Equipment Street Dept	92,900	-	-	-
328	07010	Vehicles	25,273	25,298	25,298	-
328	07016	Madison and Adams Street Lights	100,000	-	-	-
328	07019	School Warning Flashers	660	3,000	-	-
328	07020	School Crosswalks	-	5,000	-	-
328	07036	FPB Street Scape and Sidewalks	78,514	17,000	27,036	-
328	08005	Kentucky St Improvements	158	200,000	200,343	-

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 CIP Sales Tax Fund Capital Outlay Detail

Capital Outlay Schedule
 (continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	07/08 ACTUAL	08/09 BUDGET	08/09 ESTIMATE	09/10 BUDGET
328	08006	Melody Ln Street Repairs	\$ 95,541	\$ 8,460	\$ 7,008	\$ -
328	08007	CDBG Street Improvements	-	165,270	165,542	-
328	08008	Nova Rd. Extension	-	162,500	164,252	-
328	09001	Misc Bridge Repair	-	30,000	18,070	30,000
328	09002	Camelot Dr. Resurfacing	-	165,000	165,082	-
328	09003	Slurry Seal	-	84,000	84,000	-
328	09004	Hazel Dr. Rehab	-	75,000	75,081	-
328	09005	Redbud Rehab	-	36,343	-	-
328	09006	Fleetwood Rehab	-	75,000	75,082	-
328	09007	Video Upgrade Johnstone and Adams	-	15,000	-	-
328	09008	Misc Drainage Improvements	-	-	8,553	-
328	09009	FEMA Matching Funds	-	50,000	-	50,000
328	10019	Lights/Landscape Dewey 2nd-4th	-	-	-	300,000
328	10020	Safe Route to School Material	-	-	-	35,000
328	N/A	School Flashers	-	-	2,240	-
328	N/A	Trailer	-	100,000	22,744	-
328	N/A	Vehicles and Equipment	-	376,663	400,092	-
328	N/A	Street Dept Equipment	-	-	-	165,000
421	10013	Library Carpet Replacement	-	-	-	100,000
421	10014	Misc Library Improvements	-	-	-	50,000
431	10017	Pathfinder Improvements	-	-	-	500,000
431	02002	Pathfinder Impr at Turkey Creek	-	93,000	93,000	-
431	04006	MJ Lee Lake Improvements	-	50,000	-	300,000
431	04008	Nellie Johnstone Improvements	548	-	744	-
431	04015	Soccer Field Improvements	-	70,847	71,481	-
431	07008	Vehicles	26,073	26,488	26,488	-

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 CIP Sales Tax Fund Capital Outlay Detail

Capital Outlay Schedule
 (continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	07/08 ACTUAL	08/09 BUDGET	08/09 ESTIMATE	09/10 BUDGET
431	07013	Johnstone Tennis Court Resurface	\$ 149,229	\$ 900	\$ -	\$ -
431	07014	Civitan Park Restroom	45,155	-	-	-
431	07015	Misc Park Facilities Improvement	669	677	677	50,000
431	09011	Overlay of Pathfinder	-	185,000	185,173	-
431	09013	Phase 1 Robinwood Soccer fields	-	85,750	-	-
431	10018	Douglas Park Bathroom/Drinking Fountain	-	-	-	65,000
431	N/A	Boom Mower	105,596	-	-	-
431	N/A	Vehicles	-	75,112	42,641	-
432	09012	Splash Pad Sooner Pool	-	200,000	200,000	35,000
445	10009	Roof Improvements Golf Cart Barn	-	-	-	15,000
445	N/A	Dakota Top Dresser	-	9,800	9,800	-
445	N/A	Golf Course Mowers	-	-	-	62,700
710	09010	CWWTP Bld renovation	-	140,000	-	140,000
715	07018	Caney Pump Renovation	-	-	8,318	-
715	N/A	Ford F-350 w/ Video Inspection	-	155,000	99,714	-
720	04004	Radar Pump Station Imp	22,300	-	-	-
720	06038	Water Tank Renovation	230,345	-	-	-
730	00017	16" Waterline	14,595	16,873	-	-
730	06021	Waterline improvements	69,709	-	14,074	-
750	N/A	Street Sweeper	-	185,000	184,973	-
900	N/A	Silver Lake Extension Debt Service	435,250	442,750	442,750	-
TOTAL			<u>\$ 3,176,841</u>	<u>\$ 5,340,636</u>	<u>\$ 3,670,209</u>	<u>\$ 4,467,140</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 CIP Park and Recreation Fund – Summary

Fund Mission: N/A

Fund Description: The CIP – Park and Recreation Fund was established to account for the 1997 General Obligation Bond funds that were dedicated to park and recreation improvements. The remainder of the original funds will be used for continued improvement of the parks and recreation facilities of the City.

2009 Accomplishments: • Completed Robinwood Park soccer field improvements, which used the balance of the funds and completes the program

2010 Objectives: • Program complete, no future projects planned from this funding source

Budget Highlights: The major expenditures in this fund are capital improvements, including planning and engineering related costs, for park and recreation infrastructure.

FUND 451 CIP - PARK & RECREATION

2006-07 ACTUAL	2007-08 BUDGET	2007-08 ESTIMATE	2008-09 CITY MGR RECOMMENDS	2008-09 APPROVED BUDGET
\$8,631	\$503,238	\$157,932	\$260,766	\$260,766

CITY OF BARTLESVILLE

2009-10-Operating Budget

CIP Park and Recreation Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Park and Recreation	\$ 8,631	\$ 486,683	\$ 157,932	\$ 206,082
Unallocated	-	16,555	-	54,684
Total Expenditures	\$ 8,631	\$ 503,238	\$ 157,932	\$ 260,766

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Interest and Investment Income	\$ 11,734	\$ 5,450	\$ 9,563	\$ 2,850
Fund Balance	403,120	340,390	406,285	257,916
Total Available for Appropriation	\$ 414,854	\$ 345,840	\$ 415,848	\$ 260,766

CITY OF BARTLESVILLE

2009-10-Operating Budget

CIP Park and Recreation Fund – Park and Recreation – Capital Outlay Detail

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	07/08 ACTUAL	08/09 BUDGET	08/09 ESTIMATE	09/10 BUDGET
431	02004	SE Park Improvements	\$ 8,470	\$ 65,245	\$ 65,244	\$ 36,285
431	04006	MJ Lee Fishing Improvements	-	-	-	138,000
431	04015	Soccer Field Improvements	161	92,153	92,688	-
431	04016	Westside Athletic Fields	-	-	-	31,797
431	N/A	Miscellaneous Park Improvements	-	329,285	-	-
TOTAL			\$ 8,631	\$ 486,683	\$ 157,932	\$ 206,082

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 CIP Wastewater Fund– Summary

Fund Mission: N/A

Fund Description: The CIP – Wastewater Fund was established to account for the 1998 General Obligation Bond funds that were dedicated to wastewater system improvements. It has since received funds from the 2001, 2002, and 2003 General Obligation Bond issues. The remainder of these funds and the continued receipt of sewer impact fees will be used for continued wastewater system capital improvements.

2009 Accomplishments:

- Completed the 20th Street and Johnstone wastewater improvements
- Wastewater system rehabilitation in the Chickasaw and Shawnee basins is under construction

2010 Objectives:

- Complete construction of the wastewater system rehabilitation for the Chickasaw and Shawnee basins.
- Start engineering design for wastewater system improvements for the Tuxedo basin.

Budget Highlights: The major expenditures in this fund are capital improvements, including planning and engineering related costs, for capital improvements to City owned wastewater facilities.

FUND 453 CIP - WASTEWATER

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$320,938	\$1,008,943	\$831,897	\$13,143	\$13,143

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 CIP Wastewater Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Wastewater Maintenance	\$ 320,938	\$ 1,008,943	\$ 831,897	\$ -
Unallocated	-	-	-	13,143
Total Expenditures	<u>\$ 320,938</u>	<u>\$ 1,008,943</u>	<u>\$ 831,897</u>	<u>\$ 13,143</u>

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Charges for Services	\$ 169,200	\$ -	\$ 114,400	\$ -
Interest and Investment Income	32,607	12,240	21,970	-
Fund Balance	827,664	444,516	708,670	13,143
Total Available for Appropriation	<u>\$ 1,029,471</u>	<u>\$ 456,756</u>	<u>\$ 845,040</u>	<u>\$ 13,143</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 CIP Wastewater Fund Capital Outlay Detail

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	07/08 ACTUAL	08/09 BUDGET	08/09 ESTIMATE	09/10 BUDGET
715	02040	Phase IV Preconstruction	\$ 317,265	\$ -	\$ -	\$ -
715	07025	SSES Study	3,516	-	-	-
715	08011	Wastewater Collection Improvement	-	852,563	685,500	-
715	08012	Misc. Sewer Improvements	157	156,380	146,397	-
TOTAL			\$ 320,938	\$ 1,008,943	\$ 831,897	\$ -

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 CIP Wastewater Regulatory Fund– Summary

Fund Mission: N/A

Fund Description: The CIP Wastewater Regulatory Fund was established for purpose of capturing the wastewater capital investment fee. These funds are restricted for use in complying with ODEQ/EPA mandates, consent orders, decrees, and other standards in the City’s wastewater infrastructure.

2009 Accomplishments: • Began phase 5 wastewater collection system improvements

2010 Objectives: • Comply with DEQ mandates
 • Complete Infrastructure updates

Budget Highlights: The major expenditures in this fund are capital improvements, including planning and engineering related costs, for capital improvements to City owned wastewater facilities.

FUND 454 CIP - WASTEWATER REGULATORY

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$0	\$600,000	\$163,903	\$1,499,530	\$1,499,530

CITY OF BARTLESVILLE

2009-10-Operating Budget

CIP Wastewater Regulatory Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Chickasaw Wastewater Treatment Plant	\$ -	\$ 600,000	\$ 163,903	\$ 1,100,000
Unallocated	-	-	-	399,530
Total Expenditures	\$ -	\$ 600,000	\$ 163,903	\$ 1,499,530

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Charges for Services	\$ -	\$ -	\$ 708,236	\$ 925,197
Interest and Investment Income	-	-	10,290	19,710
Fund Balance	-	-	-	554,623
Total Available for Appropriation	\$ -	\$ -	\$ 718,526	\$ 1,499,530

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 CIP Wastewater Regulatory Fund Capital Outlay Detail

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	07/08 ACTUAL	08/09 BUDGET	08/09 ESTIMATE	09/10 BUDGET
715	10022	Wastewater Collection System Imp.	\$ -	\$ 600,000	\$ 163,903	\$ 1,100,000
TOTAL			\$ -	\$ 600,000	\$ 163,903	\$ 1,100,000

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 CIP Storm Sewer Fund– Summary

Fund Mission: N/A

Fund Description: The CIP – Storm Sewer Fund was established to account for the 1997 General Obligation Bond funds that were dedicated to storm sewer system improvements. The remainder of these funds and the continued receipt of storm water detention in-lieu fees will be used for continued storm sewer system capital improvements.

2009 Accomplishments: • N/A

2010 Objectives: • Utilize funds to participate with developers on regional detention facilities

Budget Highlights: The major expenditures in this fund are capital improvements, including planning and engineering related costs, for capital improvements to storm sewer facilities.

FUND 457 CIP - STORM SEWER

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$27,500	\$4,000	\$0	\$20,054	\$20,054

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 CIP Storm Sewer Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Storm Sewer	\$ 27,500	\$ 4,000	\$ -	\$ -
Unallocated	-	-	-	20,054
Total Expenditures	<u>\$ 27,500</u>	<u>\$ 4,000</u>	<u>\$ -</u>	<u>\$ 20,054</u>

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Charges for Services	\$ 35,631	\$ -	\$ 11,905	\$ -
Interest and Investment Income	43	-	377	270
Fund Balance	-	-	7,502	19,784
Total Available for Appropriation	<u>\$ 35,674</u>	<u>\$ -</u>	<u>\$ 19,784</u>	<u>\$ 20,054</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 CIP Storm Sewer Fund Capital Outlay Detail

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	07/08 ACTUAL	08/09 BUDGET	08/09 ESTIMATE	09/10 BUDGET
327	07026	Park Place Regional Detention Facility	\$ 27,500	\$ 4,000	\$ -	\$ -
TOTAL			<u>\$ 27,500</u>	<u>\$ 4,000</u>	<u>\$ -</u>	<u>\$ -</u>

CITY OF BARTLESVILLE
2009-10-Operating Budget
Community Development Block Grant Fund– Summary

Fund Mission: Leveraging City capital improvement funds to make infrastructure improvements which will improve the living environment for persons of low and moderate incomes

Fund Description: The Community Development Block Grant (CDBG) Fund was established to account for revenues and expenditures related to the receipt of a federal grant of the same name.

2009 Accomplishments:

- Administered and closed out the FY 06 CDBG program which resulted in sidewalk and street scape improvements on west Frank Phillips between Sunset and Park
- Administered and closed out the FY 07 CDBG program which resulted in street improvements to streets within the Downtown Redevelopment District (4th and Quapaw)
- Wrote and received approval of the FY 08 CDBG grant application which will parking and basketball court improvements to Frontier (Veterans) Park.
- Administered activities to promote fair housing objectives within the City of Bartlesville as required by the CDBG grant program

2010 Objectives:

- Write and receive approval of the FY 09 CDBG grant application as directed by the City Council
- Complete construction and achieve closeout of the FY 08 CDBG grant
- Further efforts to promote the fair housing objectives within the City of Bartlesville as required by the CDBG grant program

Budget Highlights: All expenditures in this fund are for the actual construction costs related to the approved CDBG projects.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Community Development Block Grant Fund– Summary
 (continued)

FUND 467 CDBG

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$136,951	\$181,814	\$75,767	\$184,566	\$184,566

CITY OF BARTLESVILLE

2009-10-Operating Budget

Community Development Block Grant Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Community Development	\$ -	\$ -	\$ -	\$ 78,680
Street	136,951	85,730	75,767	-
Park	-	-	-	105,886
Unallocated	-	96,084	-	-
Total Expenditures	<u>\$ 136,951</u>	<u>\$ 181,814</u>	<u>\$ 75,767</u>	<u>\$ 184,566</u>

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Intergovernmental	\$ 173,538	\$ 85,910	\$ 75,767	\$ 184,566
Fund Balance	(36,587)	95,904	-	-
Total Available for Appropriation	<u>\$ 136,951</u>	<u>\$ 181,814</u>	<u>\$ 75,767</u>	<u>\$ 184,566</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Community Development Block Grant Fund Capital Outlay Detail

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	07/08 ACTUAL	08/09 BUDGET	08/09 ESTIMATE	09/10 BUDGET
180	10021	West B-Ville Redevelopment Plan	\$ -	\$ -	\$ -	\$ 78,680
328	06035	Adams Blvd Corridor Improvements	78,735	-	-	-
328	07036	FPB Sidewalks and Streetscapes	49,058	16,938	6,975	-
328	08007	Street Improvements	-	68,792	68,792	-
431	08029	Frontier Park Project	-	-	-	105,886
TOTAL			\$ 127,793	\$ 85,730	\$ 75,767	\$ 184,566

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 2005 G.O. Bond Fund– Summary

Fund Mission: N/A

Fund Description: The CIP – General Fund was established to account for the 2005 General Obligation Bond funds that were dedicated to general improvements. The remainder of these funds will be used for continued general capital improvements.

2009 Accomplishments:

- Completed City Center energy audit
- Continued implementing the City wide wireless network
- Started construction on Frontier and Sooner Pool improvements.

2010 Objectives:

- Complete construction of Sooner and Frontier Pool Improvements
- Start construction on City Center energy improvements
- Continue implementing the City wide wireless network.

Budget Highlights: The major expenditures in this fund are for various capital improvement projects funded by 2005 bond issue.

FUND 471 2005 G.O. BOND

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$727,374	\$721,882	\$174,705	\$714,667	\$714,667

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 2005 G.O. Bond Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Airport	\$ 44,500	\$ -	\$ -	\$ -
General Services	23,409	264,586	13,350	400,000
Cemetery	19,951	-	-	-
Tech Services	22,702	117,915	4,299	145,000
Street	489,176	4,836	-	-
Swimming Pools	-	200,000	149,011	65,000
Water Plant	1,183	134,545	8,045	-
Water Distribution	126,453	-	-	-
Unallocated	-	-	-	104,667
Total Expenditures	<u>\$ 727,374</u>	<u>\$ 721,882</u>	<u>\$ 174,705</u>	<u>\$ 714,667</u>

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Interest and Investment Income	\$ 63,994	19,320	79,762	24,030
Transfer in: Water	-	126,500	126,500	-
Fund Balance	1,321,143	563,181	659,080	690,637
Total Available for Appropriation	<u>\$ 1,385,137</u>	<u>\$ 709,001</u>	<u>\$ 865,342</u>	<u>\$ 714,667</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 2005 G.O. Bond Fund Capital Outlay Detail

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	07/08 ACTUAL	08/09 BUDGET	08/09 ESTIMATE	09/10 BUDGET
147	07034	Hangar Roof Replacement	\$ 44,500	\$ -	\$ -	\$ -
170	06043	White Rose Cemetery Building	5,311	-	-	-
170	08013	City center Windows and HVAC	-	174,501	8,200	300,000
170	08018	City Hall Entry Doors	18,098	-	-	-
170	09022	Misc Building Improvements	-	90,085	5,150	100,000
174	06043	White Rose Cemetery Building	19,951	-	-	-
185	06002	Wireless MAN	22,702	117,915	4,299	145,000
328	06040	Swan and Green Country Rd Rehab	481,100	-	-	-
328	06041	Camelot Southport Intersection	-	4,836	-	-
328	07027	Misc Street Improvements	8,076	-	-	-
432	06005	Pool Renovation	-	200,000	149,011	65,000
720	06020	Hulah Lake Pump Station	-	134,545	8,045	-
720	07046	Water Hydraulic Study	1,183	-	-	-
730	06021	Water Line Improvements	126,453	-	-	-
TOTAL			\$ 727,374	\$ 721,882	\$ 174,705	\$ 610,000

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 2007 G.O. Bond Fund– Summary

Fund Mission: N/A

Fund Description: The 2007 G.O. Bond Fund was established to account for the 2007 General Obligation Bond proceeds that were dedicated to Street improvements.

2009 Accomplishments: • Completed the design of the Silver Lake Road improvements between Adams and Price Road

2010 Objectives: • Begin construction of the Silver Lake Road improvements between Adams and Price Road.

Budget Highlights: The major expenditures in this fund are for various capital improvement projects funded by 2007 bond issue.

FUND 472 2007 G.O. BOND

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$1,584,305	\$2,976,326	\$786,293	\$2,409,043	\$2,409,043

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 2007 G.O. Bond Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Street	1,584,305	2,976,326	786,293	2,400,000
Unallocated	-	-	-	9,043
Total Expenditures	<u>\$ 1,584,305</u>	<u>\$ 2,976,326</u>	<u>\$ 786,293</u>	<u>\$ 2,409,043</u>

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Interest and Investment Income	<u>\$ 160,925</u>	<u>\$ 77,200</u>	<u>\$ 79,762</u>	<u>\$ 71,730</u>
Fund Balance	<u>4,466,702</u>	<u>2,162,696</u>	<u>3,043,844</u>	<u>2,337,313</u>
Total Available for Appropriation	<u>\$ 4,627,627</u>	<u>\$ 2,239,896</u>	<u>\$ 3,123,606</u>	<u>\$ 2,409,043</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 2007 G.O. Bond Fund Capital Outlay Detail

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	07/08 ACTUAL	08/09 BUDGET	08/09 ESTIMATE	09/10 BUDGET
328	06040	Swan Dr and Green Country Rd Rehab	\$ 241,272	\$ -	\$ -	\$ -
328	06041	Camelot and Southport Improvements	1,311,153	10,000	3,228	-
328	08004	FPB Improvements	8,148	685,154	647,989	-
328	08017	Silverlake Rehab	23,732	2,281,172	135,076	2,400,000
TOTAL			\$ 1,584,305	\$ 2,976,326	\$ 786,293	\$ 2,400,000

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 2008A G.O. Bond Fund– Summary

Fund Mission: N/A

Fund Description: The 2008A G.O. Bond Fund was established to account for the 2008 General Obligation Bond proceeds that were dedicated to Street and Drainage improvements.

- 2009 Accomplishments:
- Completed construction of Sunset Blvd road repairs and resurfacing
 - Completed the design of the Cambridge and Sooner Detention Pond renovation improvements

- 2010 Objectives:
- Complete the design of Madison improvements between Tuxedo and Nowata Road
 - Begin construction of the Cambridge and Sooner Detention Pond renovation improvements.

Budget Highlights: The major expenditures in this fund are for various capital improvement projects funded by 2008A bond issue.

FUND 473 2008A G.O. BOND

2006-07 ACTUAL	2007-08 BUDGET	2007-08 ESTIMATE	2008-09 CITY MGR RECOMMENDS	2008-09 APPROVED BUDGET
\$0	\$3,948,987	\$447,780	\$3,802,126	\$3,802,126

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 2008A G.O. Bond Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Storm Sewer	\$ -	\$ 2,468,117	\$ 152,856	\$ 2,500,000
Street	-	1,480,870	294,924	1,100,000
Unallocated	-	-	-	202,126
Total Expenditures	\$ -	\$ 3,948,987	\$ 447,780	\$ 3,802,126

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Interest and Investment Income	\$ -	\$ -	\$ 131,188	\$ 117,990
Proceeds from Issuance of Debt	3,949,965	-	-	-
Fund Balance	-	-	4,000,728	3,684,136
Total Available for Appropriation	\$ 3,949,965	\$ -	\$ 4,131,916	\$ 3,802,126

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 2008A G.O. Bond Fund Capital Outlay Detail

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	07/08 ACTUAL	08/09 BUDGET	08/09 ESTIMATE	09/10 BUDGET
327	09025	Grand Prairie Detention Pond	\$ -	\$ 1,384,059	\$ 78,928	\$ 1,400,000
327	09026	Sooner Park Detention Pond	-	1,084,058	73,928	1,100,000
328	09023	Madison Rehab Nowata-Tuxedo	-	990,435	6,082	1,100,000
328	09024	Sunset Rd Rehab	-	447,935	246,266	-
328	09034	Hudson Lake Rd Overlay	-	42,500	42,576	-
TOTAL			\$ -	\$ 3,948,987	\$ 447,780	\$ 3,600,000

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 2008B G.O. Bond Fund– Summary

Fund Mission: N/A

Fund Description: The 2008B G.O. Bond Fund was established to account for the 2008B General Obligation Bond proceeds that were dedicated to Frontier Park improvements.

- 2009 Accomplishments:
- Completed Design of new Frontier Park
 - Began construction of Frontier Pool remodel.

- 2010 Objectives:
- Complete the updates and pool remodel of Frontier Park

Budget Highlights: The major expenditures in this fund are for Frontier Park improvement projects funded by 2008B bond issue.

FUND 474 2008B G.O. BOND

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$0	\$2,000,391	\$2,000,391	\$54,605	\$54,605

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 2008B G.O. Bond Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
General Services	\$ -	\$ 46,554	\$ 46,554	\$ -
Parks & Recreation	-	1,953,837	1,953,837	54,605
Total Expenditures	\$ -	\$ 2,000,391	\$ 2,000,391	\$ 54,605

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Interest and Investment Income	\$ -	\$ -	\$ 49,605	\$ 5,000
Proceeds from Issuance of Debt	-	2,000,391	2,000,391	-
Fund Balance	-	-	-	49,605
Total Available for Appropriation	\$ -	\$ 2,000,391	\$ 2,049,996	\$ 54,605

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 2008B G.O. Bond Fund Capital Outlay Detail

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	07/08 ACTUAL	08/09 BUDGET	08/09 ESTIMATE	09/10 BUDGET
170	N/A	Agent Fees for G.O. Bond	\$ -	\$ 46,554	\$ 46,554	\$ -
431	08029	Frontier Park Project	-	<u>1,953,837</u>	<u>1,953,837</u>	<u>54,605</u>
TOTAL			<u>\$ -</u>	<u>\$ 2,000,391</u>	<u>\$ 2,000,391</u>	<u>\$ 54,605</u>

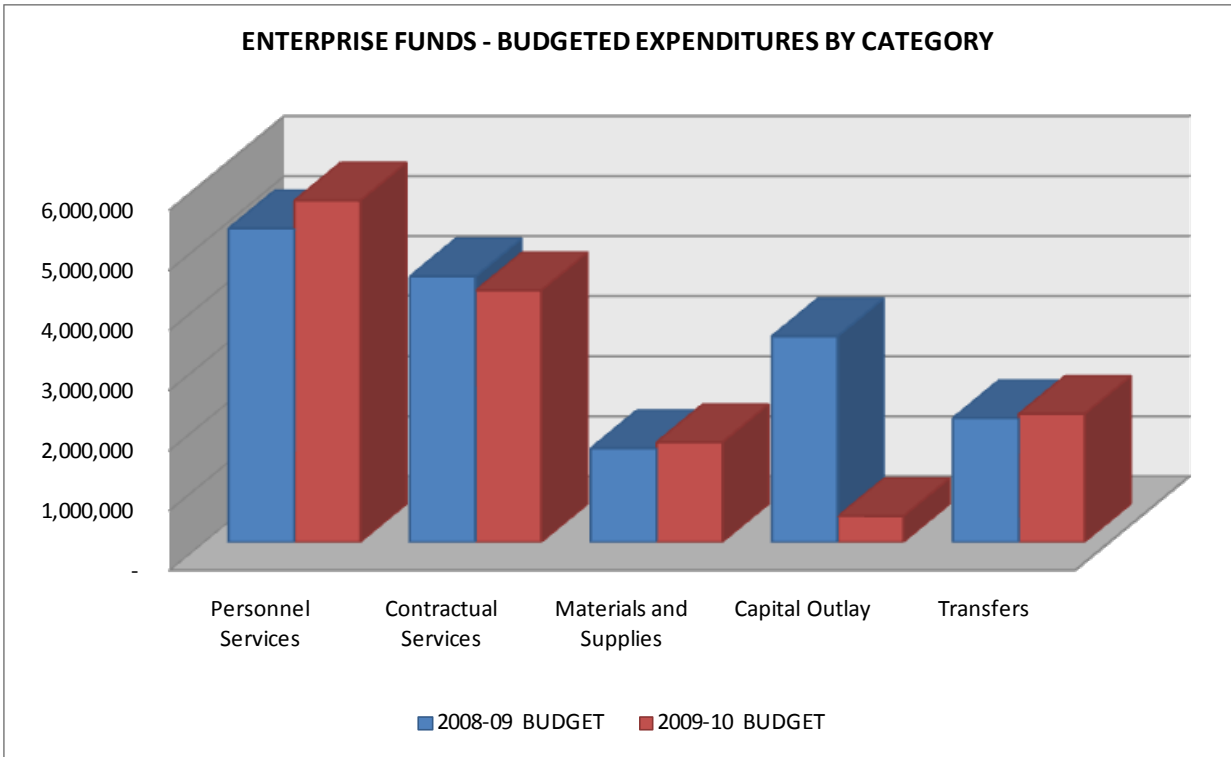
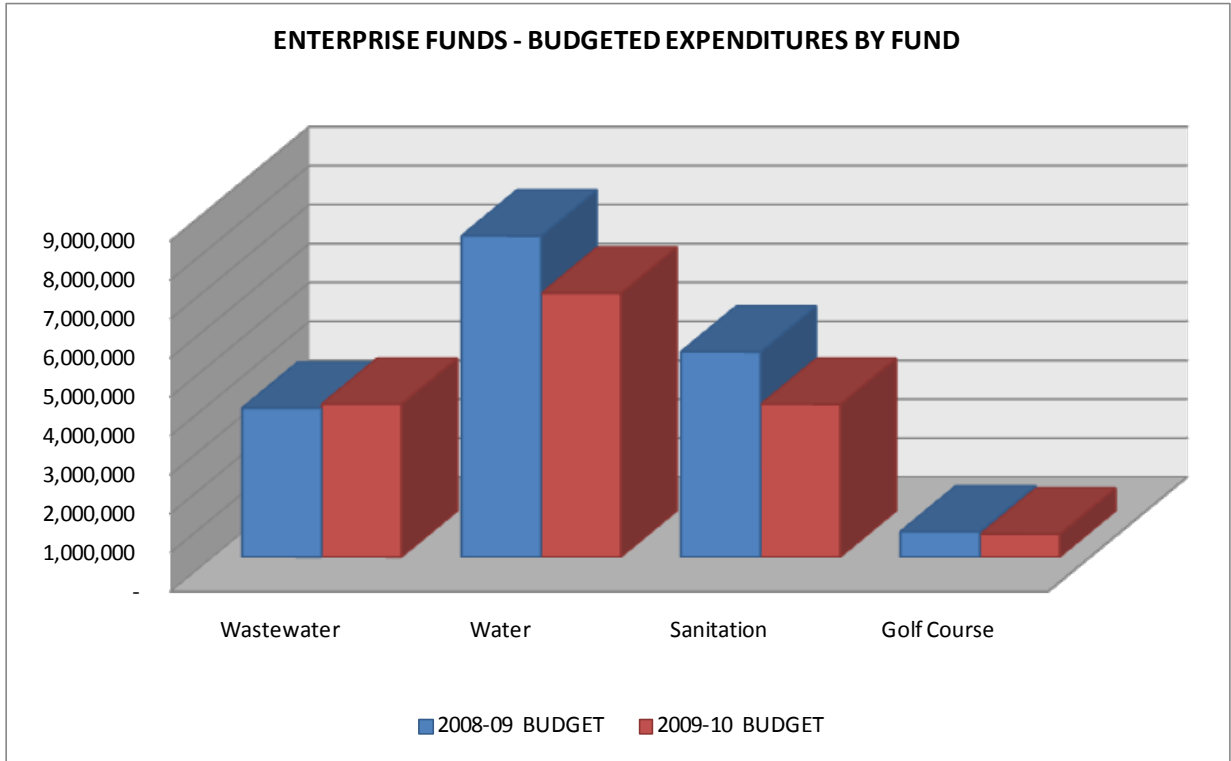
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ENTERPRISE FUNDS

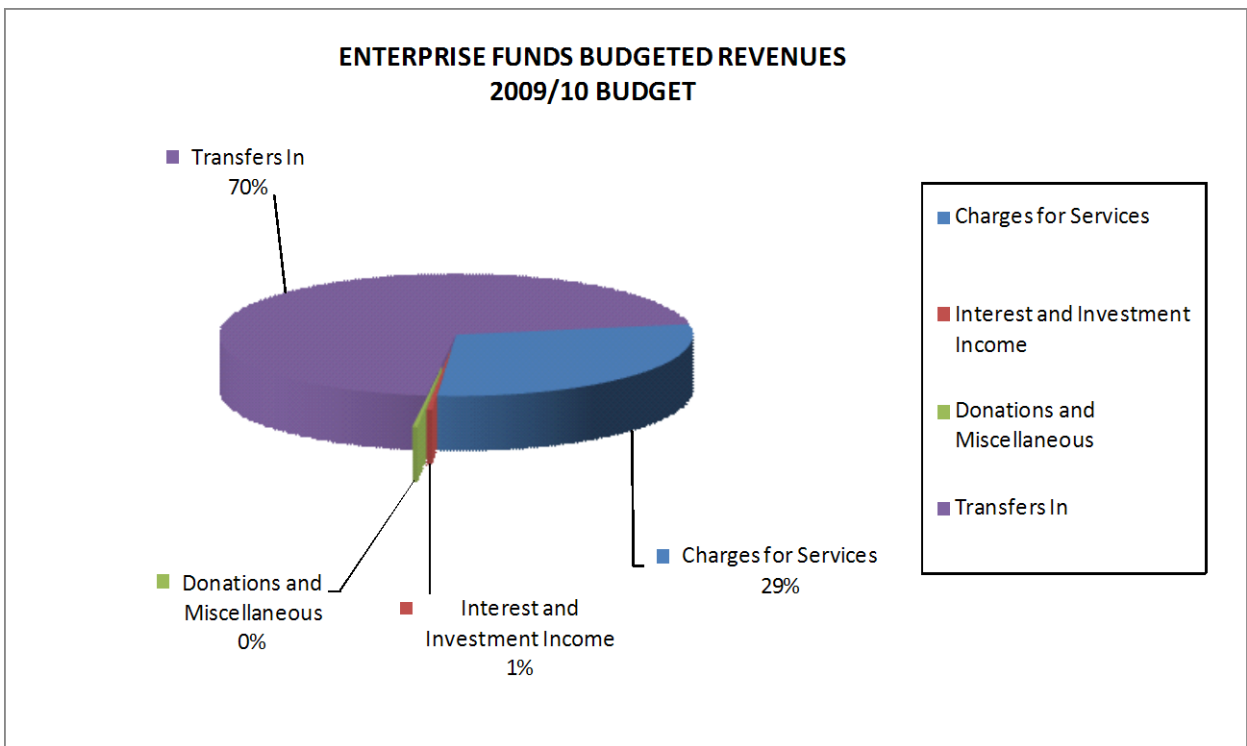
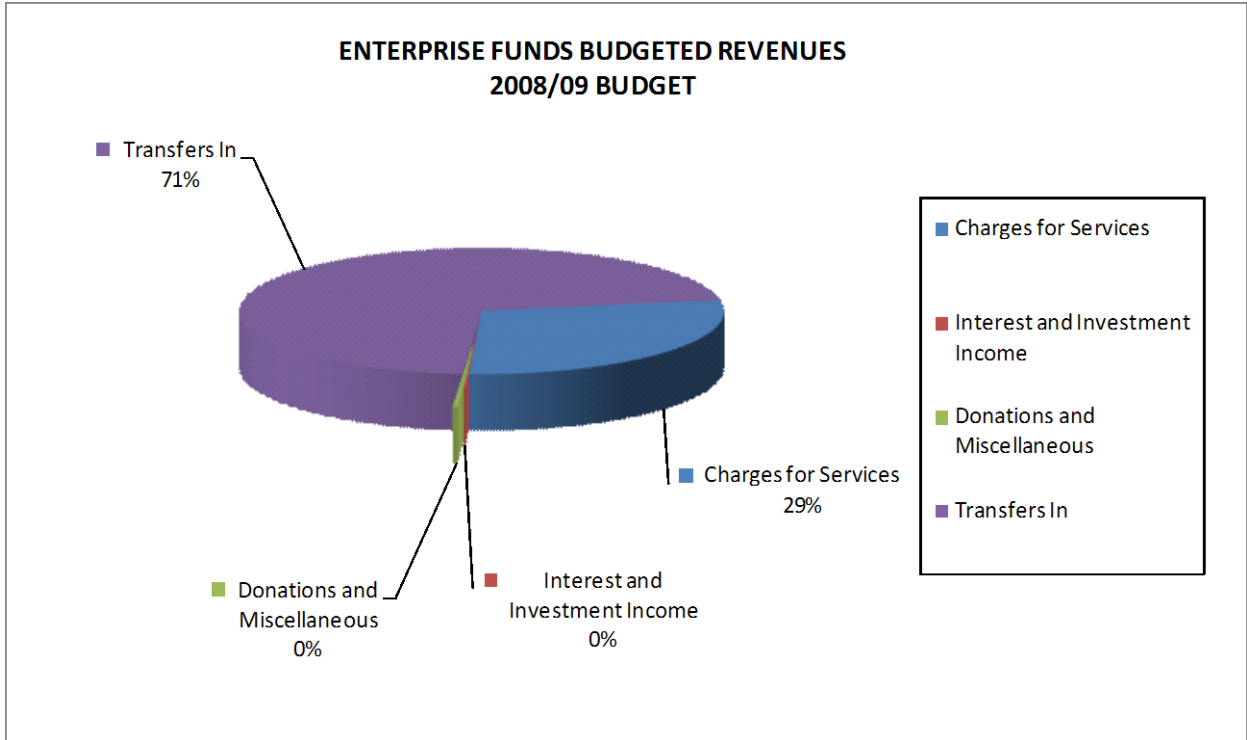


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CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Enterprise Funds – Expenditure Graphs



CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Enterprise Funds – Revenue Graphs



CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Enterprise Funds – Summary by Fund or Source

Expenditures and Reserves

EXPENDITURES BY FUND	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Wastewater	\$ 3,333,603	\$ 3,828,402	\$ 3,506,180	\$ 3,932,353
Water	4,879,375	8,254,821	7,047,855	6,783,700
Sanitation	3,700,164	5,275,628	4,614,089	3,929,397
Golf Course	540,199	654,788	589,576	594,849
Total Expenditures and Reserves	<u>\$ 12,453,341</u>	<u>\$ 18,013,639</u>	<u>\$ 15,757,700</u>	<u>\$ 15,240,299</u>

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Charges for Services	4,178,589	4,237,650	4,238,989	4,288,940
Interest and Investment Income	41,686	18,150	63,240	56,790
Donations and Miscellaneous	121,458	51,200	156,735	50,400
Other Financing Sources	-	-	3,090	-
Transfer In:				
From General Fund	137,519	311,492	311,492	117,897
From BMA - Wastewater	3,333,602	3,348,005	3,348,005	3,686,746
From BMA - Water	4,879,376	6,837,129	6,837,129	6,560,261
Fund Balance	1,749,921	1,845,518	2,063,533	1,264,513
Total Available for Appropriation	<u>\$ 14,442,151</u>	<u>\$ 16,649,144</u>	<u>\$ 17,022,213</u>	<u>\$ 16,025,547</u>

CITY OF BARTLESVILLE

2009-10-Operating Budget

Enterprise Funds – Expenditure Summary by Line Item

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 3,153,326	\$ 3,338,000	\$ 3,327,357	\$ 3,302,748	\$ 3,302,748	\$ 3,302,748
51120 OVERTIME	73,539	77,500	61,308	83,300	83,300	83,300
51130 FICA	240,714	255,000	252,294	254,058	254,058	254,058
51140 GROUP INSURANCE	533,644	1,029,074	1,029,074	1,506,040	1,506,040	1,506,040
51150 RETIREMENT	291,002	402,000	391,591	396,815	396,815	396,815
51160 PENSION	49,041	-	-	-	-	-
51170 WORKER'S COMPENSATION	127,106	123,306	123,306	147,107	147,107	147,107
51180 UNEMPLOYMENT COMP	1,267	-	10,712	-	-	-
TOTAL PERSONNEL SERVICES	\$ 4,469,639	\$ 5,224,880	\$ 5,195,642	\$ 5,690,068	\$ 5,690,068	\$ 5,690,068
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 94,598	\$ 76,944	\$ 50,792	\$ 65,655	\$ 65,655	\$ 65,655
52310 UTILITIES & COMMUNICATIONS	653,090	859,098	584,425	859,853	784,853	784,853
52410 PROFESSIONAL SERVICES	88,412	160,201	113,053	104,052	104,052	104,052
52510 OTHER SERVICES	1,034,913	1,176,255	858,061	1,082,497	1,037,497	1,007,497
52610 MAINT. & REPAIR SERVICE	122,039	188,000	141,676	191,400	191,400	191,400
52710 OPERATIONAL SERVICES	1,976,424	1,964,762	1,978,422	2,041,842	2,041,842	2,041,842
TOTAL CONTRACTUAL SERVICES	\$ 3,969,476	\$ 4,425,260	\$ 3,726,429	\$ 4,345,299	\$ 4,225,299	\$ 4,195,299
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 7,031	\$ 11,200	\$ 12,092	\$ 6,600	\$ 6,600	\$ 6,600
53210 JANITORIAL SUPPLIES	7,989	7,550	5,959	7,800	7,800	7,800
53310 GENERAL SUPPLIES	739,381	822,916	936,416	961,231	961,231	961,231
53410 TOOLS & EQUIPMENT	184,565	25,865	17,695	22,100	22,100	22,100
53510 FUEL	245,004	261,006	197,045	255,190	235,190	215,190
53610 MAINT. & REPAIR MATERIALS	443,328	435,602	409,294	452,140	452,140	452,140
TOTAL MATERIALS & SUPPLIES	\$ 1,627,298	\$ 1,564,139	\$ 1,578,501	\$ 1,705,061	\$ 1,685,061	\$ 1,665,061

CITY OF BARTLESVILLE

2009-10-Operating Budget

Enterprise Funds – Expenditure Summary by Line Item

(continued)

CAPITAL OUTLAY	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
55910 LAND	\$ 12,622	\$ -	\$ -	\$ -	\$ -	\$ -
55920 BUILDINGS & STRUCTURES	-	-	-	314,000	150,000	150,000
55930 OTHER IMPROVEMENTS	161,596	1,969,700	1,711,833	264,000	264,000	264,000
55940 MACHINERY & EQUIPMENT	129,447	569,999	592,844	11,715	11,715	11,715
55950 OFFICE EQUIP & FURNISH	-	375,000	375,000	-	9,000	9,000
55960 VEHICLES & EQUIPMENT	206,917	515,000	510,788	-	-	-
TOTAL CAPITAL OUTLAY	\$ 510,582	\$ 3,429,699	\$ 3,190,465	\$ 589,715	\$ 434,715	\$ 434,715
TRANSFERS OUT						
59101 GENERAL FUND	\$ 1,876,346	\$ 1,940,163	\$ 1,940,163	\$ 2,135,000	\$ 2,135,000	\$ 2,135,000
59471 2005 GO BOND FUND	-	126,500	126,500	-	-	-
TOTAL TRANSFERS	\$ 1,876,346	\$ 2,066,663	\$ 2,066,663	\$ 2,135,000	\$ 2,135,000	\$ 2,135,000
TOTAL BUDGET	\$ 12,453,341	\$ 16,710,641	\$ 15,757,700	\$ 14,465,143	\$ 14,170,143	\$ 14,120,143

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Enterprise Funds – Personnel Summary

Personnel

PERSONNEL COUNTS BY DEPARTMENT	2007-08 ACTUAL FTEs	2008-09 BUDGETED FTEs	2008-09 ACTUAL FTEs	2009-10 BUDGETED FTEs
Wastewater Fund:				
Wastewater Maintenance	11	12	12	11
Water Fund:				
Fleet Maintenance	0	0	0	0
Water Plant	14	14	14	14
Water Administration	3	3	3	3
Water Distribution	23	24	23	23
<i>Total Water</i>	40	41	40	40
Sanitation Fund:				
Sanitation	38.5	38.5	38.5	38.5
Golf Course Fund:				
Municipal Golf Course	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>
Total Personnel	<u><u>94.5</u></u>	<u><u>96.5</u></u>	<u><u>95.5</u></u>	<u><u>94.5</u></u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Enterprise Funds – Capital Outlay Summary

Capital

EXPENDITURES BY FUND & DEPARTMENT	2009-10 BUDGETED CAPITAL EXPENDITURES
Wastewater Fund:	
Wastewater Treatment Plant	\$ 264,000
Wastewater Maintenance	5,775
<i>Total Wastewater</i>	269,775
Water Fund:	
Water Plant	150,000
Water Administration	3,000
Water Distribution	8,940
<i>Total Water</i>	161,940
Sanitation Fund:	
Sanitation	3,000
Total Expenditures	\$ 434,715

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Wastewater Operating Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Chickasaw Wastewater Treatment Plant	\$ 2,046,515	\$ 2,342,830	\$ 2,351,306	\$ 2,325,327
Wastewater Maintenance	724,184	1,035,343	1,010,090	712,513
Transfers Out: To General	562,904	144,784	144,784	640,500
Reserves: Operating Reserve	-	284,221	-	238,600
Compensated Absences Reserve	-	21,224	-	15,413
Total Expenditures and Reserves	<u>\$ 3,333,603</u>	<u>\$ 3,828,402</u>	<u>\$ 3,506,180</u>	<u>\$ 3,932,353</u>

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Interest and Investment Income	\$ 7,977	\$ 3,550	\$ 11,810	\$ 10,620
Donations and Miscellaneous	67,577	-	62,490	-
Transfer In: From BMA - Wastewater	<u>3,333,602</u>	<u>3,348,005</u>	<u>3,348,005</u>	<u>3,686,746</u>
Fund Balance	<u>243,254</u>	<u>476,847</u>	<u>318,862</u>	<u>234,987</u>
Total Available for Appropriation	<u>\$ 3,652,410</u>	<u>\$ 3,828,402</u>	<u>\$ 3,741,167</u>	<u>\$ 3,932,353</u>

CITY OF BARTLESVILLE

2009-10-Operating Budget

Wastewater Operating Fund – Wastewater Treatment Plant – Summary

Department Mission: To protect the health and quality of living of the citizens of Bartlesville through sanitary collection and treatment of wastewater.

Department Description: The Chickasaw Wastewater Treatment Plant and 20 Sewage Lift Stations in the collection system are operated by a private contract with Veolia Water, Inc. The plant treats residential and industrial wastewater from the community. As required by the Oklahoma Pollution Discharge Elimination System (OPDES) Permit, waste sludge from the treatment process is disposed of through injection on agricultural land for beneficial use. Plant personnel also administer the Industrial Pre-treatment Program for the City.

2009 Accomplishments:

- Completed update of the Shawnee Lift Station replacing the Magnetic Drives with Variable Frequency Drives.
- Completed all scheduled preventative maintenance tasks to extend equipment life and efficiency.
- Maintained 100% environmental compliance.
- Installed new grinder pumps in the Primary Clarifier Scum Collection Pits.
- Hauled 835 loads, 4,535,00 gallons of Biosolids for land application.

2010 Objectives:

- Maintain 100% environmental compliance for plant operation.
- Rebuild #2 and #3 Final Clarifier Floating Siphons.
- Complete annual inspections of all Industrial Pretreatment Program Significant Industrial Users.
- Maintain the Planned Maintenance and Biosolids disposal programs.

Budget Highlights: The major expenditures in this department are the contract with Veolia Water, Inc. and replacement structures and equipment.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Wastewater Operating Fund – Wastewater Treatment Plant – Summary
(continued)

**FUND 509 WASTEWATER
DEPT 710 CHICKASAW WASTEWATER TREATMENT PLANT**

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$2,046,515	\$2,342,830	\$2,351,306	\$2,325,327	\$2,325,327

CITY OF BARTLESVILLE

2009-10-Operating Budget

Wastewater Operating Fund – Wastewater Treatment Plant – Line Item Detail

	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
CONTRACTUAL SERVICES						
52310 UTILITIES & COMMUNICATIONS	\$ 391	\$ 450	\$ 483	\$ 485	\$ 485	\$ 485
52410 PROFESSIONAL SERVICES	5,240	1,310	1,310	-	-	-
52510 OTHER SERVICES	4,561	20,000	\$26,930	19,000	19,000	19,000
52710 OPERATIONAL SERVICES	1,976,424	1,964,762	1,978,250	2,041,842	2,041,842	2,041,842
TOTAL CONTRACTUAL SERVICES	\$ 1,986,616	\$ 1,986,522	\$ 2,006,973	\$ 2,061,327	\$ 2,061,327	\$ 2,061,327
MATERIALS & SUPPLIES						
53610 MAINT. & REPAIR MATERIALS	\$ 14,700	\$ 1,000	\$ -	\$ -	\$ -	\$ -
TOTAL MATERIALS & SUPPLIES	\$ 14,700	\$ 1,000	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY						
55920 BUILDINGS & STRUCTURES	\$ 12,622	\$ -	\$ -	\$ -	\$ -	\$ -
55940 MACHINERY & EQUIPMENT	32,577	355,308	344,333	264,000	264,000	264,000
TOTAL CAPITAL OUTLAY	\$ 45,199	\$ 355,308	\$ 344,333	\$ 264,000	\$ 264,000	\$ 264,000
TOTAL BUDGET						
	\$ 2,046,515	\$ 2,342,830	\$ 2,351,306	\$ 2,325,327	\$ 2,325,327	\$ 2,325,327

CITY OF BARTLESVILLE

2009-10-Operating Budget

Wastewater Operating Fund – Wastewater Treatment Plant – Personnel and Capital Detail

FUND 509 WASTEWATER
DEPT 710 CHICKASAW WASTEWATER TREATMENT PLANT

CAPITAL OUTLAY SCHEDULE

<u>ACCOUNT NUMBER</u>	<u>ITEM</u>	<u>ADDITION OR REPLACEMENT</u>	<u>QUANTITY</u>	<u>BUDGETED EXPENDITURE</u>
509-710-55940	Floating Final Clarifier Siphon	Replacement	2	\$ 264,000
TOTAL				\$ 264,000

CITY OF BARTLESVILLE

2009-10-Operating Budget

Wastewater Operating Fund – Wastewater Maintenance – Summary

Department Mission: To maintain the sanitary sewer system in a condition that prevents potentially harmful failures, and to perform emergency repairs in the event of such failures.

Department Description: The Wastewater Maintenance Department is responsible for maintenance of the sanitary sewer system, including force mains and collector lines. A majority of its work is preventative maintenance to remove tree roots, accumulations of grease and other materials in the system which cause sewer line blockages and sewer backups. Crews can also perform repairs to the lines when necessary.

2009 Accomplishments:

- Completed Video of 18,350 feet of sanitary sewer main for routine maintenance and Sanitary Sewer Elimination Study.
- Hydraulically jet cleaned 703,000 feet of sanitary sewer main.
- Jet sawed 47,543 feet of mainline.
- Installed 5,600 feet of foam for root control.
- Completed 31 point repairs, installing 408 feet of pipe.
- Installed 27 new manhole ring & lids for reduction of inflow and infiltration.
- Purchased a new camera van to assist with the evaluation of the sanitary sewer system.
- Provided assistance as required to complete the SSES Study.

2010 Objectives:

- Continue the Routine Main Line Cleaning Program.
- Increase the number of manhole rings and lids installed for reduction of inflow and infiltration.
- Continue the root control and chemical grout sealing program.
- Complete point repairs as required to reduce backups.
- Provide assistance for the correction of private side defects and repair of mainline problems identified in the SSES Study.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Wastewater Operating Fund – Wastewater Maintenance – Summary
(continued)

Budget Highlights: The major expenditures in this department are personnel costs and replacement equipment.

**FUND 509 WASTEWATER
DEPT 715 WASTEWATER MAINTENANCE**

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$724,184	\$1,035,343	\$1,010,090	\$712,513	\$712,513

CITY OF BARTLESVILLE

2009-10-Operating Budget

Wastewater Operating Fund – Wastewater Maintenance – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 430,690	\$ 438,000	\$ 445,722	\$ 403,000	\$ 403,000	\$ 403,000
51120 OVERTIME	5,957	8,100	5,000	8,100	8,100	8,100
51130 FICA	32,629	33,500	34,480	30,800	30,800	30,800
51140 GROUP INSURANCE	60,673	359,960	359,960	83,478	83,478	83,478
51150 RETIREMENT	39,712	53,100	53,100	48,900	48,900	48,900
51160 PENSION	6,658	-	-	-	-	-
51170 WORKER'S COMPENSATION	546	3,253	3,253	4,080	4,080	4,080
TOTAL PERSONNEL SERVICES	\$ 576,865	\$ 895,913	\$ 901,515	\$ 578,358	\$ 578,358	\$ 578,358
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 5,345	\$ 5,785	\$ 4,725	\$ 7,600	\$ 7,600	\$ 7,600
52310 UTILITIES & COMMUNICATIONS	2,734	3,255	3,175	3,350	3,350	3,350
52410 PROFESSIONAL SERVICES	-	30,000	4,000	25,000	25,000	25,000
52510 OTHER SERVICES	4,999	1,800	2,500	1,175	1,175	1,175
52610 MAINT. & REPAIR SERVICE	6,843	17,000	13,800	15,000	15,000	15,000
TOTAL CONTRACTUAL SERVICES	\$ 19,921	\$ 57,840	\$ 28,200	\$ 52,125	\$ 52,125	\$ 52,125
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 20	\$ -	\$ -	\$ -	\$ -	\$ -
53210 JANITORIAL SUPPLIES	75	-	-	-	-	-
53310 GENERAL SUPPLIES	5,559	9,098	10,400	10,740	10,740	10,740
53410 TOOLS & EQUIPMENT	592	1,475	1,475	1,475	1,475	1,475
53510 FUEL	25,474	23,750	26,000	27,040	27,040	27,040
53610 MAINT. & REPAIR MATERIALS	33,287	41,767	37,000	37,000	37,000	37,000
TOTAL MATERIALS & SUPPLIES	\$ 65,007	\$ 76,090	\$ 74,875	\$ 76,255	\$ 76,255	\$ 76,255

CITY OF BARTLESVILLE

2009-10-Operating Budget

Wastewater Operating Fund – Wastewater Maintenance – Line Item Detail
(continued)

CAPITAL OUTLAY	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
55940 MACHINERY & EQUIPMENT	\$ 3,950	\$ 5,500	\$ 5,500	\$ 2,775	\$ 2,775	\$ 2,775
55950 OFFICE EQUIP & FURNISH	-	-	-	-	3,000	3,000
55960 VEHICLES & EQUIPMENT	58,441	-	-	-	-	-
TOTAL CAPITAL OUTLAY	\$ 62,391	\$ 5,500	\$ 5,500	\$ 2,775	\$ 5,775	\$ 5,775
TOTAL BUDGET	\$ 724,184	\$ 1,035,343	\$ 1,010,090	\$ 709,513	\$ 712,513	\$ 712,513

CITY OF BARTLESVILLE

2009-10-Operating Budget

Wastewater Operating Fund – Wastewater Maintenance – Personnel and Capital Detail

**FUND 509 WASTEWATER
DEPT 715 WASTEWATER MAINTENANCE**

PERSONNEL SCHEDULE

CLASSIFICATION	2007-08 ACTUAL NUMBER OF EMPLOYEES	2008-09 BUDGETED NUMBER OF EMPLOYEES	2008-09 ACTUAL NUMBER OF EMPLOYEES	2009-10 BUDGETED NUMBER OF EMPLOYEES
WW Maint Supervisor	1	1	1	1
Wastewater Equip Operator	4	5	5	5
Maintenance Worker	3	4	4	4
UT Maint Worker	2	1	1	1
Administrative Assistant	1	1	1	0
TOTAL	11	12	12	11

CAPITAL OUTLAY SCHEDULE

ACCOUNT NUMBER	ITEM	ADDITION OR REPLACEMENT	QUANTITY	BUDGETED EXPENDITURE
509-715-55940	Caseco Floor Cleaner	ADDITION	1	\$ 2,775
509-715-55950	Operations Network	REPLACEMENT	1	3,000
TOTAL				\$ 5,775

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Wastewater Operating Fund – Transfers – Summary

Department Mission: The Transfers department is not an operating department, and therefore has no mission.

Department Description: The Transfers department is used to account for transfers out to other funds. These activities are generally non-departmental, and therefore utilize this department.

2009 Accomplishments: N/A

2010 Objectives: N/A

Budget Highlights: The Wastewater Fund has two transfers. The transfer to the General Fund is to assist in funding the general operations of the City of Bartlesville, and the transfer to the Health Insurance Fund is for the Wastewater Fund’s portion of the amount necessary to establish the Health Insurance Fund.

**FUND 509 WASTEWATER
 DEPT 900 TRANSFERS**

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$562,904	\$144,784	\$144,784	\$640,500	\$640,500

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Wastewater Operating Fund – Transfers – Line Item Detail

<i>TRANSFERS OUT</i>	<i>2007-08 ACTUAL</i>	<i>2008-09 BUDGET</i>	<i>2008-09 ESTIMATE</i>	<i>2009-10 REQUEST</i>	<i>CITY MGR REC</i>	<i>2009-10 APPROVED</i>
59101 GENERAL FUND	\$ 562,904	\$ 144,784	\$ 144,784	\$ 640,500	\$ 640,500	\$ 640,500
TOTAL TRANSFERS	<u>\$ 562,904</u>	<u>\$ 144,784</u>	<u>\$ 144,784</u>	<u>\$ 640,500</u>	<u>\$ 640,500</u>	<u>\$ 640,500</u>
TOTAL BUDGET	<u>\$ 562,904</u>	<u>\$ 144,784</u>	<u>\$ 144,784</u>	<u>\$ 640,500</u>	<u>\$ 640,500</u>	<u>\$ 640,500</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Water Operating Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Water Plant	\$ 2,322,226	\$ 2,710,464	\$ 2,457,009	\$ 3,640,524
Water Administration	194,700	466,668	393,245	229,388
Water Distribution	1,611,911	3,162,073	2,866,771	1,575,884
Transfers Out: To General	750,538	1,204,330	1,204,330	854,000
To 2005 G.O. Bond Fund	-	126,500	126,500	-
Reserves: Operating Reserve	-	515,789	-	429,650
Compensated Absences Reserve	-	68,997	-	54,254
Total Expenditures and Reserves	<u>\$ 4,879,375</u>	<u>\$ 8,254,821</u>	<u>\$ 7,047,855</u>	<u>\$ 6,783,700</u>

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Interest and Investment Income	\$ 6,865	\$ 3,050	\$ 9,943	\$ 8,910
Donations and Miscellaneous	43,037	44,200	85,760	42,000
Transfer In: From BMA - Water	<u>4,879,376</u>	<u>6,837,129</u>	<u>6,837,129</u>	<u>6,560,261</u>
Fund Balance	<u>209,078</u>	<u>209,078</u>	<u>287,552</u>	<u>172,529</u>
Total Available for Appropriation	<u>\$ 5,138,356</u>	<u>\$ 7,093,457</u>	<u>\$ 7,220,384</u>	<u>\$ 6,783,700</u>

CITY OF BARTLESVILLE
2009-10-Operating Budget
Water Operating Fund – Water Plant – Summary

Department Mission: To provide safe drinking water to the citizens of Bartlesville that complies with all applicable standards. To provide maintenance and repair to the water plant, pump stations, and water storage tanks to maintain appropriate water pressures throughout the system.

Department Description: The Water Treatment Plant is responsible for the supply and treatment of water delivered to the customers of the City of Bartlesville. This includes maintaining water quality to comply with Federal and State standards, performing various analyses on the raw water to determine the best treatment methods, monitoring the treatment process, and delivery of treated water into the distribution system. Operation of the pump stations and water storage tanks to maintain adequate pressure in the distribution system is also a responsibility of the Water Treatment Plant.

2009 Accomplishments:

- Initiated the Water Treatability Study for optimizing the coagulation process by piloting alternative coagulants and pretreatment chemical options
- Achieve compliance with all US EPA & ODEQ Regulations
- Began sampling for Disinfection Byproducts as required by the Initial Distribution System Evaluation Study
- Completed the Stage II Unregulated Contaminant Monitoring Regulations sampling study
- Began work on Water System Improvements which will include a 4MG Mound Tank, elevated Madison Tank, Indiana Pump Station Renovation, and standby power for 4 booster pump stations.

2010 Objectives:

- Complete recommended improvement for the Hulah Pump Station
- Demolition of the Old Water Treatment Plant and closing of the residuals storage lagoons
- Bid and construct the Water System Improvement Projects listed above.
- Complete water treatability study

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Water Operating Fund – Water Plant – Summary
 (continued)

Budget Highlights: The major expenditures in this department are personnel costs, utilities to operate the water plant and pumping stations, and the chemicals necessary to treat the raw water.

FUND 510 WATER DEPT 720 WATER PLANT				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$2,322,226	\$2,710,464	\$2,457,009	\$3,640,524	\$3,640,524

CITY OF BARTLESVILLE

2009-10-Operating Budget

Water Operating Fund – Water Plant – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 424,144	\$ 482,000	\$ 478,564	\$ 489,748	\$ 489,748	\$ 489,748
51120 OVERTIME	32,133	25,100	28,946	25,000	25,000	25,000
51130 FICA	33,571	36,800	37,213	39,358	39,358	39,358
51140 GROUP INSURANCE	116,887	171,000	171,000	970,391	970,391	970,391
51150 RETIREMENT	40,509	58,400	58,821	58,715	58,715	58,715
51160 PENSION	6,338	-	-	-	-	-
51170 WORKER'S COMPENSATION	83	30,624	30,624	14,712	14,712	14,712
51180 UNEMPLOYMENT COMP	444	-	-	-	-	-
TOTAL PERSONNEL SERVICES	\$ 654,109	\$ 803,924	\$ 805,168	\$ 1,597,924	\$ 1,597,924	\$ 1,597,924
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 30,860	\$ 11,000	\$ 7,379	\$ 8,300	\$ 8,300	\$ 8,300
52310 UTILITIES & COMMUNICATIONS	599,890	800,000	528,588	800,000	725,000	725,000
52410 PROFESSIONAL SERVICES	9,346	51,639	31,361	1,800	1,800	1,800
52510 OTHER SERVICES	160,303	150,270	93,279	130,200	130,200	130,200
52610 MAINT. & REPAIR SERVICE	94,716	131,300	95,904	138,400	138,400	138,400
TOTAL CONTRACTUAL SERVICES	\$ 895,115	\$ 1,144,209	\$ 756,511	\$ 1,078,700	\$ 1,003,700	\$ 1,003,700
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 834	\$ 3,000	\$ 3,743	\$ 2,000	\$ 2,000	\$ 2,000
53210 JANITORIAL SUPPLIES	1,935	1,800	1,462	1,800	1,800	1,800
53310 GENERAL SUPPLIES	659,931	714,501	852,202	850,000	850,000	850,000
53410 TOOLS & EQUIPMENT	10,312	4,700	8,670	3,500	3,500	3,500
53510 FUEL	8,920	11,500	6,120	9,500	9,500	9,500
53610 MAINT. & REPAIR MATERIALS	16,504	15,500	23,133	22,100	22,100	22,100
TOTAL MATERIALS & SUPPLIES	\$ 698,436	\$ 751,001	\$ 895,330	\$ 888,900	\$ 888,900	\$ 888,900

CITY OF BARTLESVILLE

2009-10-Operating Budget

Water Operating Fund – Water Plant – Line Item Detail
(continued)

CAPITAL OUTLAY	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
55920 BUILDINGS & STRUCTURES	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ 150,000
55930 OTHER IMPROVEMENTS	46,864	-	-	-	-	-
55940 MACHINERY & EQUIPMENT	27,702	11,330	-	-	-	-
TOTAL CAPITAL OUTLAY	\$ 74,566	\$ 11,330	\$ -	\$ 150,000	\$ 150,000	\$ 150,000
TOTAL BUDGET	\$ 2,322,226	\$ 2,710,464	\$ 2,457,009	\$ 3,715,524	\$ 3,640,524	\$ 3,640,524

CITY OF BARTLESVILLE

2009-10-Operating Budget

Water Operating Fund – Water Plant – Personnel and Capital Detail

FUND 510 WATER
DEPT 720 WATER PLANT

PERSONNEL SCHEDULE

<u>CLASSIFICATION</u>	<u>2007-08 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2008-09 BUDGETED NUMBER OF EMPLOYEES</u>	<u>2008-09 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2009-10 BUDGETED NUMBER OF EMPLOYEES</u>
Water Plant Superintendent	1	1	1	1
Electronics Technician	1	1	1	1
Plant Mechanic	2	2	2	2
Lab Technician	1	1	1	1
Water Plant Operator	8	8	8	8
Maintenance Worker	1	1	1	1
TOTAL	14	14	14	14

CAPITAL OUTLAY SCHEDULE

<u>ACCOUNT NUMBER</u>	<u>ITEM</u>	<u>ADDITION OR REPLACEMENT</u>	<u>QUANTITY</u>	<u>BUDGETED EXPENDITURE</u>
510-720-55920	STORAGE TANKS		2	\$ 150,000
TOTAL				\$ 150,000

CITY OF BARTLESVILLE

2009-10-Operating Budget

Water Operating Fund – Water Administration – Summary

Department Mission: To provide long-term focused planning and management for the City of Bartlesville’s water utility services.

Department Description: The Water Administration department provides the planning, management, and administration for the Water Plant, Water Distribution and Wastewater Maintenance Departments. Also provide contract oversight for the operation of the Chickasaw Wastewater Treatment Plant.

2009 Accomplishments:

- Implemented the EPA Initial Distribution System Evaluation Program as required under Stage I Disinfection Byproducts Rule
- Initiated the 2009 Water System Improvements Project to include Mound Tank, Standby Power, Madison Tank, & Indiana Pump Station.
- Completed monitoring construction of the 20” Hensley Water Line Project.
- Completed construction of the Shawnee Lift Station VFD Installation Project

2010 Objectives:

- Finalize the EPA Initial Distribution System Evaluation Program
- Provide project oversight for the 2009 Water System Improvements Project
- Complete Water Treatment Treatability Study
- Oversee the planning and construction of approximately 13,000 feet of existing 8” water line feeding Circle Mountain
- Complete contract negotiations for operation of the Chickasaw Wastewater Treatment Plant

Budget Highlights: The major expenditures in this department are personnel costs and utility costs.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Water Operating Fund – Water Administration – Summary
 (continued)

				FUND 510 WATER DEPT 725 WATER ADMINISTRATION
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$194,700	\$466,668	\$393,245	\$229,388	\$229,388

CITY OF BARTLESVILLE
2009-10-Operating Budget
Water Operating Fund – Water Administration – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 142,700	\$ 157,000	\$ 155,700	\$ 159,000	\$ 159,000	\$ 159,000
51130 FICA	10,908	12,000	11,911	12,100	12,100	12,100
51140 GROUP INSURANCE	6,598	4,348	4,348	13,913	13,913	13,913
51150 RETIREMENT	11,928	16,600	16,600	16,700	16,700	16,700
51160 PENSION	2,097	-	-	-	-	-
TOTAL PERSONNEL SERVICES	\$ 174,231	\$ 189,948	\$ 188,559	\$ 201,713	\$ 201,713	\$ 201,713
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 289	\$ 1,000	\$ 715	\$ 750	\$ 750	\$ 750
52310 UTILITIES & COMMUNICATIONS	12,582	12,875	12,952	13,500	13,500	13,500
52510 OTHER SERVICES	3,069	78,255	7,808	5,075	5,075	5,075
52610 MAINT. & REPAIR SERVICE	-	600	-	-	-	-
TOTAL CONTRACTUAL SERVICES	\$ 15,940	\$ 92,730	\$ 21,475	\$ 19,325	\$ 19,325	\$ 19,325
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 2,147	\$ 5,600	\$ 5,000	\$ 2,000	\$ 2,000	\$ 2,000
53210 JANITORIAL SUPPLIES	1,262	1,250	1,500	1,500	1,500	1,500
53310 GENERAL SUPPLIES	427	700	790	700	700	700
53410 TOOLS & EQUIPMENT	-	100	-	100	100	100
53510 FUEL	547	840	521	550	550	550
53610 MAINT. & REPAIR MATERIALS	146	500	400	500	500	500
TOTAL MATERIALS & SUPPLIES	\$ 4,529	\$ 8,990	\$ 8,211	\$ 5,350	\$ 5,350	\$ 5,350
CAPITAL OUTLAY						
55950 OFFICE EQUIP & FURNISH	\$ -	\$ 175,000	\$ 175,000	\$ -	\$ 3,000	\$ 3,000
TOTAL CAPITAL OUTLAY	\$ -	\$ 175,000	\$ 175,000	\$ -	\$ 3,000	\$ 3,000
TOTAL BUDGET	\$ 194,700	\$ 466,668	\$ 393,245	\$ 226,388	\$ 229,388	\$ 229,388

CITY OF BARTLESVILLE

2009-10-Operating Budget

Water Operating Fund – Water Administration – Personnel and Capital Detail

FUND 510 WATER
DEPT 725 WATER ADMINISTRATION

PERSONNEL SCHEDULE

<u>CLASSIFICATION</u>	<u>2007-08 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2008-09 BUDGETED NUMBER OF EMPLOYEES</u>	<u>2008-09 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2009-10 BUDGETED NUMBER OF EMPLOYEES</u>
Water Utilities Director	1	1	1	1
Senior Administrative Assistant	1	1	1	1
Temporary	1	1	1	1
TOTAL	3	3	3	3

CAPITAL OUTLAY SCHEDULE

<u>ACCOUNT NUMBER</u>	<u>ITEM</u>	<u>ADDITION OR REPLACEMENT</u>	<u>QUANTITY</u>	<u>BUDGETED EXPENDITURE</u>
510-725-55950	Operations Network	Replacement	1	\$ 3,000
TOTAL				\$ 3,000

CITY OF BARTLESVILLE

2009-10-Operating Budget

Water Operating Fund – Water Distribution – Summary

Department Mission: To maintain and monitor the City's water distribution system and to provide field services necessary for the operation and billing of the water utility system as a whole.

Department Description: The Water Distribution department is responsible for the maintenance and repair of the water distribution system of the City. It installs new service lines, constructs replacement lines and tests and repairs meters. It also conducts leak inspections, meter checks, connects and disconnects the City's water customers, and reads water meters.

2009 Accomplishments:

- Completed replacement of the Jennings 6" water line including new water services to 46 customers.
- Continued the replacement of antiquated water meters for increased billing accuracy.
- Completed the installation of a new 400' directional bore with pipe under a drainage ditch for the 16" Indiana water line.
- Completed the planning and design of the new 8" Circle Mountain Water Line Replacement Project.
- Installed 700' of new 6" water line on 6th Street between Bucy and Adeline.
- Assisted the Park Department installing a drain line for the new Sooner Park Splash Pad.

2010 Objectives:

- Complete the installation of the Circle Mountain Water Line Replacement Project.
- Install new front feed water services to 14 customers currently served by an old line in the alley between 15th Street and 16th Street, Dewey and Osage
- Continue replacement of antiquated water meters for increased billing accuracy.
- Flush, test, service and paint approximately 1,600 fire hydrants.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Water Operating Fund – Water Distribution – Summary
 (continued)

Budget Highlights: The major expenditures in this department are personnel costs, fuel, maintenance and repair services, and replacement equipment and improvements.

FUND 510 WATER DEPT 730 WATER DISTRIBUTION				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$1,611,911	\$3,162,073	\$2,866,771	\$1,575,884	\$1,575,884

CITY OF BARTLESVILLE
2009-10-Operating Budget
Water Operating Fund – Water Distribution – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 791,061	\$ 821,000	\$ 798,860	\$ 806,000	\$ 806,000	\$ 806,000
51120 OVERTIME	32,188	24,100	26,323	30,000	30,000	30,000
51130 FICA	61,571	62,600	61,210	61,500	61,500	61,500
51140 GROUP INSURANCE	152,348	81,053	81,053	159,999	159,999	159,999
51150 RETIREMENT	73,353	99,400	96,010	97,500	97,500	97,500
51160 PENSION	12,681	-	-	-	-	-
51170 WORKER'S COMPENSATION	15,243	24,011	24,011	76,695	76,695	76,695
TOTAL PERSONNEL SERVICES	\$ 1,138,445	\$ 1,112,164	\$ 1,087,467	\$ 1,231,694	\$ 1,231,694	\$ 1,231,694
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 9,041	\$ 12,680	\$ 8,232	\$ 10,725	\$ 10,725	\$ 10,725
52310 UTILITIES & COMMUNICATIONS	53	-	-	-	-	-
52510 OTHER SERVICES	4,790	9,270	1,456	11,900	11,900	11,900
52610 MAINT. & REPAIR SERVICE	7,747	8,100	22,443	8,500	8,500	8,500
TOTAL CONTRACTUAL SERVICES	\$ 21,631	\$ 30,050	\$ 32,131	\$ 31,125	\$ 31,125	\$ 31,125
MATERIALS & SUPPLIES						
53210 JANITORIAL SUPPLIES	\$ 363	\$ -	\$ 61	\$ -	\$ -	\$ -
53310 GENERAL SUPPLIES	6,453	8,213	11,709	9,400	9,400	9,400
53410 TOOLS & EQUIPMENT	8,215	8,600	4,216	6,125	6,125	6,125
53510 FUEL	46,483	47,000	35,414	41,600	41,600	41,600
53610 MAINT. & REPAIR MATERIALS	248,890	258,984	215,640	247,000	247,000	247,000
TOTAL MATERIALS & SUPPLIES	\$ 310,404	\$ 322,797	\$ 267,040	\$ 304,125	\$ 304,125	\$ 304,125

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Water Operating Fund – Water Distribution – Line Item Detail
 (continued)

CAPITAL OUTLAY	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
55930 OTHER IMPROVEMENTS	\$ 82,155	\$ 1,614,392	\$ 1,367,500	\$ -	\$ -	\$ -
55940 MACHINERY & EQUIPMENT	2,800	50,670	84,845	8,940	8,940	8,940
55960 VEHICLES & EQUIPMENT	56,476	32,000	27,788	-	-	-
TOTAL CAPITAL OUTLAY	\$ 141,431	\$ 1,697,062	\$ 1,480,133	\$ 8,940	\$ 8,940	\$ 8,940
TOTAL BUDGET	\$ 1,611,911	\$ 3,162,073	\$ 2,866,771	\$ 1,575,884	\$ 1,575,884	\$ 1,575,884

CITY OF BARTLESVILLE

2009-10-Operating Budget

Water Operating Fund – Water Distribution – Personnel and Capital Detail

**FUND 510 WATER
DEPT 730 WATER DISTRIBUTION**

PERSONNEL SCHEDULE

CLASSIFICATION	2007-08 ACTUAL NUMBER OF EMPLOYEES	2008-09 BUDGETED NUMBER OF EMPLOYEES	2008-09 ACTUAL NUMBER OF EMPLOYEES	2009-10 BUDGETED NUMBER OF EMPLOYEES
Water Distribution Supervisor	1	1	1	1
Concrete Mason	0	1	1	1
Utility Const. Crew Leader	1	1	1	1
Equipment Operator	4	3	3	3
Water Utility Service Coordinator	0	1	1	1
Water Utility Service Rep.	3	3	3	3
Fiscal Technician	2	1	1	1
UT Maintenance Worker	5	7	6	6
Maintenance Worker	7	6	6	6
TOTAL	23	24	23	23

CAPITAL OUTLAY SCHEDULE

ACCOUNT NUMBER	ITEM	ADDITION OR REPLACEMENT	QUANTITY	BUDGETED EXPENDITURE
510-730-55940	CONCRETE SAW	REPLACEMENT	1	\$ 5,615
510-730-55940	HAND TAMPER	REPLACEMENT	1	3,325
TOTAL				\$ 8,940

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Water Operating Fund – Transfers – Summary

Department Mission: The Transfers department is not an operating department, and therefore has no mission.

Department Description: The Transfers department is used to account for transfers out to other funds. These activities are generally non-departmental, and therefore utilize this department.

2009 Accomplishments: N/A

2010 Objectives: N/A

Budget Highlights: The Water Fund has two transfers. The transfer to the General Fund is to assist in funding the general operations of the City of Bartlesville, and the transfer to the Health Insurance Fund is for the Water Fund’s portion of the amount necessary to establish the Health Insurance Fund.

FUND 510 WATER DEPT 900 TRANSFERS				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$750,538	\$1,330,830	\$1,330,830	\$854,000	\$854,000

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Water Operating Fund – Transfers – Line Item Detail

TRANSFERS OUT	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
59101 GENERAL FUND	\$ 750,538	\$ 1,204,330	\$ 1,204,330	\$ 854,000	\$ 854,000	\$ 854,000
59471 2005 GO BOND FUND	-	126,500	126,500	-	-	-
TOTAL TRANSFERS	<u>\$ 750,538</u>	<u>\$ 1,330,830</u>	<u>\$ 1,330,830</u>	<u>\$ 854,000</u>	<u>\$ 854,000</u>	<u>\$ 854,000</u>
TOTAL BUDGET	<u>\$ 750,538</u>	<u>\$ 1,330,830</u>	<u>\$ 1,330,830</u>	<u>\$ 854,000</u>	<u>\$ 854,000</u>	<u>\$ 854,000</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Sanitation Operating Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Sanitation	\$ 3,137,260	\$ 4,279,147	\$ 4,023,040	\$ 2,912,351
Transfers Out: To General	562,904	591,049	591,049	640,500
Reserves: Operating Reserve	-	331,084	-	319,487
Compensated Absences Reserve	-	74,348	-	57,059
Total Expenditures and Reserves	<u>\$ 3,700,164</u>	<u>\$ 5,275,628</u>	<u>\$ 4,614,089</u>	<u>\$ 3,929,397</u>

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Charges for Services	\$ 3,839,935	\$ 3,908,250	\$ 3,885,805	\$ 3,925,440
Interest and Investment Income	25,229	10,950	39,310	35,370
Donations and Miscellaneous	10,844	7,000	8,485	8,400
Fund Balance	1,208,418	1,159,190	1,425,924	745,435
Total Available for Appropriation	<u>\$ 5,084,426</u>	<u>\$ 5,085,390</u>	<u>\$ 5,359,524</u>	<u>\$ 4,714,645</u>

CITY OF BARTLESVILLE
2009-10-Operating Budget
Sanitation Operating Fund – Sanitation – Summary

Department Mission: To provide solid waste removal and disposal services to all citizens of Bartlesville and to provide for litter removal and street sweeping for all major streets and right-of way.

Department Description: The Sanitation Department is responsible for collection and disposal for all solid waste generated within the City except for a small number of commercial customers serviced by private companies. The Department currently collects residential solid waste twice weekly and commercial solid waste from two to six times weekly, depending upon individual needs and the level of service desired. The Department also collects litter from the rights-of-way of major streets and residential and commercial alleys and is also responsible for street sweeping.

2009 Accomplishments:

- Purchased additional poly carts for further implementation of automated collection system.
- Provided the citizens of Bartlesville with a fall clean up program.
- Purchased a new street sweeper.
- Participated in Operation Clean House.

2010 Objectives:

- Move forward with implementation of full automated refuse collection.
- Work with Community Development Dept to develop neighborhood clean up assistance.
- Offer a fall clean up program.
- Purchase a fully automated refuse truck.
- Search for ways to provide savings in our refuse collection program.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Sanitation Operating Fund – Sanitation – Summary
 (continued)

Budget Highlights: The major expenditures in this department are personnel costs, landfill fees and replacement vehicles/equipment and poly carts. The additional equipment and poly carts will allow for further transition to an automated collection program.

				FUND 511 SANITATION DEPT 750 SANITATION
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$3,137,260	\$4,279,147	\$4,023,040	\$2,962,351	\$2,912,351

CITY OF BARTLESVILLE
2009-10-Operating Budget
Sanitation Operating Fund – Sanitation – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 1,191,815	\$ 1,248,000	\$ 1,257,214	\$ 1,249,000	\$ 1,249,000	\$ 1,249,000
51120 OVERTIME	237	15,100	-	15,100	15,100	15,100
51130 FICA	88,704	95,400	93,142	95,400	95,400	95,400
51140 GROUP INSURANCE	141,903	322,826	322,826	236,520	236,520	236,520
51150 RETIREMENT	109,377	151,300	144,084	151,300	151,300	151,300
51160 PENSION	18,500	-	-	-	-	-
51170 WORKER'S COMPENSATION	111,077	57,052	57,052	48,041	48,041	48,041
51180 UNEMPLOYMENT COMP	823	-	10,712	-	-	-
TOTAL PERSONNEL SERVICES	\$ 1,662,436	\$ 1,889,678	\$ 1,885,030	\$ 1,795,361	\$ 1,795,361	\$ 1,795,361
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 7,021	\$ 3,230	\$ 1,897	\$ 3,230	\$ 3,230	\$ 3,230
52310 UTILITIES & COMMUNICATIONS	4,666	6,500	4,666	6,500	6,500	6,500
52510 OTHER SERVICES	844,025	901,660	715,333	901,660	856,660	826,660
52610 MAINT. & REPAIR SERVICE	11,578	25,000	8,145	25,000	25,000	25,000
TOTAL CONTRACTUAL SERVICES	\$ 867,290	\$ 936,390	\$ 730,041	\$ 936,390	\$ 891,390	\$ 861,390
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 2,396	\$ 2,000	\$ 2,572	\$ 2,000	\$ 2,000	\$ 2,000
53210 JANITORIAL SUPPLIES	2,326	2,000	706	2,000	2,000	2,000
53310 GENERAL SUPPLIES	13,196	17,213	5,908	17,200	17,200	17,200
53410 TOOLS & EQUIPMENT	163,043	9,490	1,844	9,400	9,400	9,400
53510 FUEL	149,014	160,666	117,785	160,000	140,000	120,000
53610 MAINT. & REPAIR MATERIALS	90,564	76,211	93,655	102,000	102,000	102,000
TOTAL MATERIALS & SUPPLIES	\$ 420,539	\$ 267,580	\$ 222,470	\$ 292,600	\$ 272,600	\$ 252,600

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Sanitation Operating Fund – Sanitation – Line Item Detail
 (continued)

CAPITAL OUTLAY	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
55940 MACHINERY & EQUIPMENT	\$ 94,995	\$ 502,499	\$ 502,499	\$ -	\$ -	\$ -
55950 OFFICE EQUIP & FURNISH	-	200,000	200,000	-	3,000	3,000
55960 VEHICLES & EQUIPMENT	92,000	483,000	483,000	-	-	-
TOTAL CAPITAL OUTLAY	\$ 186,995	\$ 1,185,499	\$ 1,185,499	\$ -	\$ 3,000	\$ 3,000
TOTAL BUDGET	\$ 3,137,260	\$ 4,279,147	\$ 4,023,040	\$ 3,024,351	\$ 2,962,351	\$ 2,912,351

CITY OF BARTLESVILLE

2009-10-Operating Budget

Sanitation Operating Fund – Sanitation – Personnel and Capital Detail

**FUND 511 SANITATION
DEPT 750 SANITATION**

PERSONNEL SCHEDULE

CLASSIFICATION	2007-08 ACTUAL NUMBER OF EMPLOYEES	2008-09 BUDGETED NUMBER OF EMPLOYEES	2008-09 ACTUAL NUMBER OF EMPLOYEES	2009-10 BUDGETED NUMBER OF EMPLOYEES
Public Works Director	0.5	0.5	0.5	0.5
Sanitation Supervisor	1	1	1	1
Equipment Operator	2	2	2	2
Refuse Driver	10	11	11	11
Senior Administrative Assistant	1	1	1	1
Sanitation Maintenance Tech	1	1	1	1
Refuse Collector	23	22	22	22
TOTAL	38.5	38.5	38.5	38.5

CAPITAL OUTLAY SCHEDULE

ACCOUNT NUMBER	ITEM	ADDITION OR REPLACEMENT	QUANTITY	BUDGETED EXPENDITURE
511-750-55950	Operations Network	Replacement	1	\$ 3,000
TOTAL				\$ 3,000

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Sanitation Operating Fund – Transfers – Summary

Department Mission: The Transfers department is not an operating department, and therefore has no mission.

Department Description: The Transfers department is used to account for transfers out to other funds. These activities are generally non-departmental, and therefore utilize this department.

2009 Accomplishments: N/A

2010 Objectives: N/A

Budget Highlights: The Sanitation Fund has two transfers. The transfer to the General Fund is to assist in funding the general operations of the City of Bartlesville, and the transfer to the Health Insurance Fund is for the Sanitation Fund’s portion of the amount necessary to establish the Health Insurance Fund.

**FUND 511 SANITATION
 DEPT 900 TRANSFERS**

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$562,904	\$591,049	\$591,049	\$640,500	\$640,500

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Sanitation Operating Fund – Transfers – Line Item Detail

<i>TRANSFERS OUT</i>	<i>2007-08 ACTUAL</i>	<i>2008-09 BUDGET</i>	<i>2008-09 ESTIMATE</i>	<i>2009-10 REQUEST</i>	<i>CITY MGR REC</i>	<i>2009-10 APPROVED</i>
59101 GENERAL FUND	\$ 562,904	\$ 591,049	\$ 591,049	\$ 640,500	\$ 640,500	\$ 640,500
TOTAL TRANSFERS	<u>\$ 562,904</u>	<u>\$ 591,049</u>	<u>\$ 591,049</u>	<u>\$ 640,500</u>	<u>\$ 640,500</u>	<u>\$ 640,500</u>
TOTAL BUDGET	<u>\$ 562,904</u>	<u>\$ 591,049</u>	<u>\$ 591,049</u>	<u>\$ 640,500</u>	<u>\$ 640,500</u>	<u>\$ 640,500</u>

CITY OF BARTLESVILLE

2009-10-Operating Budget

Adams Municipal Golf Course Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Golf Course	\$ 540,199	\$ 647,453	\$ 589,576	\$ 589,156
Reserves: Compensated Absences Reserve	-	7,335	-	5,693
Total Expenditures and Reserves	<u>\$ 540,199</u>	<u>\$ 654,788</u>	<u>\$ 589,576</u>	<u>\$ 594,849</u>

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Charges for Services	\$ 338,654	\$ 329,400	\$ 353,184	\$ 363,500
Interest and Investment Income	1,615	600	2,177	1,890
Other Financing Sources	-	-	3,090	-
Transfer In: From General	<u>137,519</u>	<u>311,492</u>	<u>311,492</u>	<u>117,897</u>
Fund Balance	<u>89,171</u>	<u>403</u>	<u>31,195</u>	<u>111,562</u>
Total Available for Appropriation	<u>\$ 566,959</u>	<u>\$ 641,895</u>	<u>\$ 701,138</u>	<u>\$ 594,849</u>

CITY OF BARTLESVILLE

2009-10-Operating Budget

Adams Municipal Golf Course Fund – Golf Course – Summary

Department Mission: To provide a top quality public golf course at competitive rates with all of the features and benefits of a full-service golf facility.

Department Description: The Adams Municipal Golf Course is a full-service golf facility featuring an eighteen-hole course, driving range, pro shop, and cart rentals. The facility has a maintenance staff and a professional golf staff. Golf lessons and clinics are available to the public. This facility is operated by the City with the advice of the Adams Golf Course Operating Committee.

2009 Accomplishments:

- Have still been able to eliminate more overtime by using a rotating schedule with the seasonal employees.
- The fairways have had sod layed in the bare areas to improve them with the exception of #18 which is a sun light problem.
- We have seeded shady areas once again to improve those areas. We have also reduced traffic and increased water in these areas.
- Held family golf events including a Sunday afternoon special that increased participation.
- Established online tee times, added websites and improved city website
- Changed memberships to people have the ability to purchase them any time of year instead of just twice a year

2010 Objectives:

- To continue to maintain the golf course at the level the players have come to expect while trying to reduce the budget at the same time.
- Try the same rotating schedule with full time employees that have been used with the seasonal to decrease overtime pay.
- Try and trim 3 month of seasonal labor expense from the '09-'10 growing season.
- Reduce fertilizer cost by applying only to tees and fairways. This will be treating 35 acres instead of 80 acres.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Adams Municipal Golf Course Fund – Golf Course – Summary
(continued)

Budget Highlights: The major expenditures in this department are personnel costs, the director’s contract fees, and general supplies necessary to operate a golf course. The Pro Shop is owned and operated by the golf course director, and the City incurs no expenses and obtains no revenues from its operation.

**FUND 513 GOLF COURSE
DEPT 445 GOLF COURSE**

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$540,199	\$647,453	\$589,576	\$589,156	\$589,156

CITY OF BARTLESVILLE

2009-10-Operating Budget

Adams Municipal Golf Course Fund – Golf Course – Line Item Detail

PERSONNEL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
51110 REGULAR SALARIES	\$ 172,916	\$ 192,000	\$ 191,297	\$ 196,000	\$ 196,000	\$ 196,000
51120 OVERTIME	3,024	5,100	1,039	5,100	5,100	5,100
51130 FICA	13,331	14,700	14,338	14,900	14,900	14,900
51140 GROUP INSURANCE	55,235	89,887	89,887	41,739	41,739	41,739
51150 RETIREMENT	16,123	23,200	22,976	23,700	23,700	23,700
51160 PENSION	2,767	-	-	-	-	-
51170 WORKER'S COMPENSATION	157	8,366	8,366	3,579	3,579	3,579
TOTAL PERSONAL SERVICES	\$ 263,553	\$ 333,253	\$ 327,903	\$ 285,018	\$ 285,018	\$ 285,018
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 42,042	\$ 43,249	\$ 27,844	\$ 35,050	\$ 35,050	\$ 35,050
52310 UTILITIES & COMMUNICATIONS	32,774	36,018	34,561	36,018	36,018	36,018
52410 PROFESSIONAL SERVICES	73,826	77,252	76,382	77,252	77,252	77,252
52510 OTHER SERVICES	13,166	15,000	10,755	13,487	13,487	13,487
52610 MAINT. & REPAIR SERVICE	1,155	6,000	1,384	4,500	4,500	4,500
52710 OPERATIONAL SERVICES	-	-	172	-	-	-
TOTAL CONTRACTUAL SERVICES	\$ 162,963	\$ 177,519	\$ 151,098	\$ 166,307	\$ 166,307	\$ 166,307
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,634	\$ 600	\$ 777	\$ 600	\$ 600	\$ 600
53210 JANITORIAL SUPPLIES	2,028	2,500	2,230	2,500	2,500	2,500
53310 GENERAL SUPPLIES	53,815	73,191	55,407	73,191	73,191	73,191
53410 TOOLS & EQUIPMENT	2,403	1,500	1,490	1,500	1,500	1,500
53510 FUEL	14,566	17,250	11,205	16,500	16,500	16,500
53610 MAINT. & REPAIR MATERIALS	39,237	41,640	39,466	43,540	43,540	43,540
TOTAL MATERIALS & SUPPLIES	\$ 113,683	\$ 136,681	\$ 110,575	\$ 137,831	\$ 137,831	\$ 137,831

CITY OF BARTLESVILLE

2009-10-Operating Budget

Adams Municipal Golf Course Fund – Golf Course – Line Item Detail

(continued)

CAPITAL OUTLAY	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
55930 OTHER IMPROVEMENTS	\$ -	\$ -	\$ -	\$ 164,000	\$ -	\$ -
TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ 164,000	\$ -	\$ -
TOTAL BUDGET	\$ 540,199	\$ 647,453	\$ 589,576	\$ 753,156	\$ 589,156	\$ 589,156

CITY OF BARTLESVILLE

2009-10-Operating Budget

Adams Municipal Golf Course Fund – Golf Course – Personnel and Capital Detail

FUND 513 GOLF COURSE
DEPT 445 GOLF COURSE

PERSONNEL SCHEDULE

CLASSIFICATION	2007-08 ACTUAL NUMBER OF EMPLOYEES	2008-09 BUDGETED NUMBER OF EMPLOYEES	2008-09 ACTUAL NUMBER OF EMPLOYEES	2009-10 BUDGTED NUMBER OF EMPLOYEES
Golf Course Superintendent	1	1	1	1
Senior Vehicle-Equip. Mechanic	1	1	1	1
Golf Course Supervisor	0	1	1	1
Maintenance Worker	3	2	2	2
TOTAL	5	5	5	5

INTERNAL SERVICE FUNDS



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CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Internal Service Funds – Summary by Fund or Source

Expenditures and Reserves

EXPENDITURES BY FUND	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Workers' Compensation	\$ 266,329	\$ 461,400	\$ 461,400	\$ 467,750
Health Insurance	2,655,955	2,700,000	2,622,562	2,700,000
Fleet Maintenance	-	-	-	-
Total Expenditures and Reserves	<u>\$ 2,922,284</u>	<u>\$ 3,161,400</u>	<u>\$ 3,083,962</u>	<u>\$ 3,167,750</u>

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Interest and Investment Income	\$ 21,029	\$ 7,230	\$ 5,409	\$ 4,860
Donations and Miscellaneous	-	-	2,855	-
Employee Contributions	268,065	350,000	304,548	365,460
Retiree Contributions	130,435	120,000	128,780	138,264
Contributions from Operating Departments	353,316	277,597	277,597	417,428
Reimbursement of Operations	1,424,123	2,175,920	2,175,920	1,892,160
Reimbursement by Contract	495,340	50,000	206,931	100,000
Fund Balance	461,441	180,653	231,500	249,578
Total Available for Appropriation	<u>\$ 3,153,749</u>	<u>\$ 3,161,400</u>	<u>\$ 3,333,540</u>	<u>\$ 3,167,750</u>

CITY OF BARTLESVILLE
2009-10-Operating Budget
Worker's Compensation Fund– Summary

Fund Mission: N/A

Fund Description: The Worker's Compensation Fund was established to account for the disbursement of funds to pay the City's workman's compensation claims. The City is self insured and holds no workman's compensation policy, preferring to be "own-risk" insured.

2009 Accomplishments: N/A

2010 Objectives: N/A

Budget Highlights: The only expenditures in this fund are workman's compensation claims and administrative fees that are paid from the General Services Department.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Worker's Compensation Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Accounting & Finance	\$ 611	\$ -	\$ 2,714	\$ -
Building Services	1,878	1,500	1,312	1,000
Building Maintenance	2,104	30,750	27,858	23,250
General Services	16,206	57,400	58,611	63,500
Community Dev	-	-	-	1,000
Fleet Maintenance	2,676	8,500	13,102	15,500
Engineering	-	750	-	1,000
Fire	44,376	67,000	52,947	65,000
Police	50,377	105,000	173,119	135,000
Street	1,589	5,500	2,425	3,000
Park & Recreation	13,736	11,000	29,765	12,000
Swimming Pools	-	-	2,116	-
Golf Course	15,329	11,000	7,035	1,000
Wastewater Maintenance	1,038	1,500	3,857	1,500
Water Plant	11,308	31,000	20,258	1,000
Water Distribution	38,158	40,000	20,259	54,000
Sanitation	66,943	90,500	46,022	90,000
Total Expenditures	\$ 266,329	\$ 461,400	\$ 461,400	\$ 467,750

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Interest and Investment Income	\$ 6,846	\$ 3,150	\$ 3,803	\$ 3,420
Donations and Miscellaneous	-	-	2,855	-
Contributions from Operating Departments	353,316	277,597	277,597	417,428
Fund Balance	130,180	180,653	224,047	46,902
Total Available for Appropriation	\$ 490,342	\$ 461,400	\$ 508,302	\$ 467,750

CITY OF BARTLESVILLE
2009-10-Operating Budget
Health Insurance Fund– Summary

Fund Mission: N/A

Fund Description: The Health Insurance Fund was established to account for the receipt and disbursement of funds related to the City’s health insurance claims. The City is self insured and holds only a stop loss health insurance policy that prevents individual claims from exceeding \$50,000.

2009 Accomplishments: N/A

2010 Objectives: N/A

Budget Highlights: The only expenditures in this fund are health insurance claims and administrative fees that are paid from the General Services Department.

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Health Insurance Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Medical Claims	2,327,585	2,300,000	2,222,562	2,250,000
Administration Fees	<u>328,370</u>	<u>400,000</u>	<u>400,000</u>	<u>450,000</u>
Total Expenditures	<u>\$ 2,655,955</u>	<u>\$ 2,700,000</u>	<u>\$ 2,622,562</u>	<u>\$ 2,700,000</u>

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Employee Contributions	\$ 268,065	\$ 350,000	\$ 304,548	\$ 365,460
Retiree Contributions	130,435	120,000	128,780	138,264
Investment Earnings	14,183	4,080	1,606	1,440
Reimbursement of Operations	1,424,123	2,175,920	2,175,920	1,892,160
Reimbursement by Contract	<u>495,340</u>	<u>50,000</u>	<u>206,931</u>	<u>100,000</u>
Fund Balance	<u>331,261</u>	<u>-</u>	<u>7,453</u>	<u>202,676</u>
Total Available for Appropriation	<u>\$ 2,663,407</u>	<u>\$ 2,700,000</u>	<u>\$ 2,825,238</u>	<u>\$ 2,700,000</u>

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FIDUCIARY FUNDS



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CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Mausoleum Endowment Fund – Summary

Fund Mission: To provide the appropriate level of fiduciary care relating to the investment and expenditure of the trust fund, and to provide for maintenance and improvement of the mausoleum.

Fund Description: The Mausoleum Endowment Fund was established to account for funds that were already on deposit for the care and improvement of the mausoleum when the City took possession of it.

2009 Accomplishments: N/A

2010 Objectives:

- Provide funds for improvements to mausoleum and repairs as dictated by opportunity and necessity

Budget Highlights: The only budget expenditures in this fund are for a sidewalk and handicapped accessible ramp to the mausoleum, roof repair and interior water damage repair and miscellaneous improvements to the mausoleum.

**FUND 773 MAUSOLEUM TRUST
 DEPT 173 MAUSOLEUM**

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$5,054	\$18,079	\$0	\$13,137	\$13,137

CITY OF BARTLESVILLE

2009-10-Operating Budget

Mausoleum Endowment Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Mausoleum	\$ 5,054	\$ 18,079	\$ -	\$ 13,137
Total Expenditures	\$ 5,054	\$ 18,079	\$ -	\$ 13,137

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Interest and Investment Income	\$ 631	\$ 250	\$ 257	\$ 180
Fund Balance	17,300	17,829	12,880	13,137
Total Available for Appropriation	\$ 17,931	\$ 18,079	\$ 13,137	\$ 13,317

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Mausoleum Endowment Fund – Line Item Detail

<i>MATERIALS & SUPPLIES</i>	<i>2007-08 ACTUAL</i>	<i>2008-09 BUDGET</i>	<i>2008-09 ESTIMATE</i>	<i>2009-10 REQUEST</i>	<i>CITY MGR REC</i>	<i>2009-10 APPROVED</i>
53610 MAINT. & REPAIR MATERIALS	\$ 5,054	\$ 18,079	\$ -	\$ 13,137	\$ 13,137	\$ 13,137
TOTAL MATERIALS & SUPPLIES	<u>\$ 5,054</u>	<u>\$ 18,079</u>	<u>\$ -</u>	<u>\$ 13,137</u>	<u>\$ 13,137</u>	<u>\$ 13,137</u>
TOTAL BUDGET	<u>\$ 5,054</u>	<u>\$ 18,079</u>	<u>\$ -</u>	<u>\$ 13,137</u>	<u>\$ 13,137</u>	<u>\$ 13,137</u>

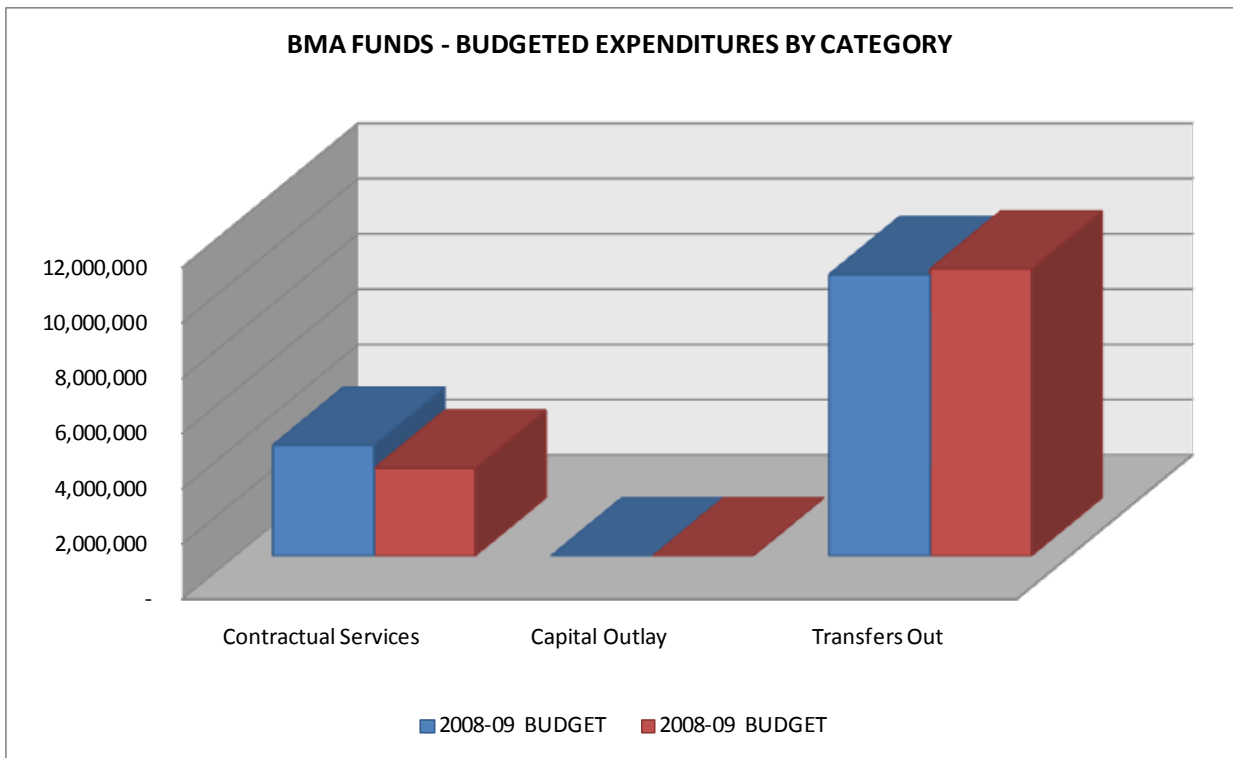
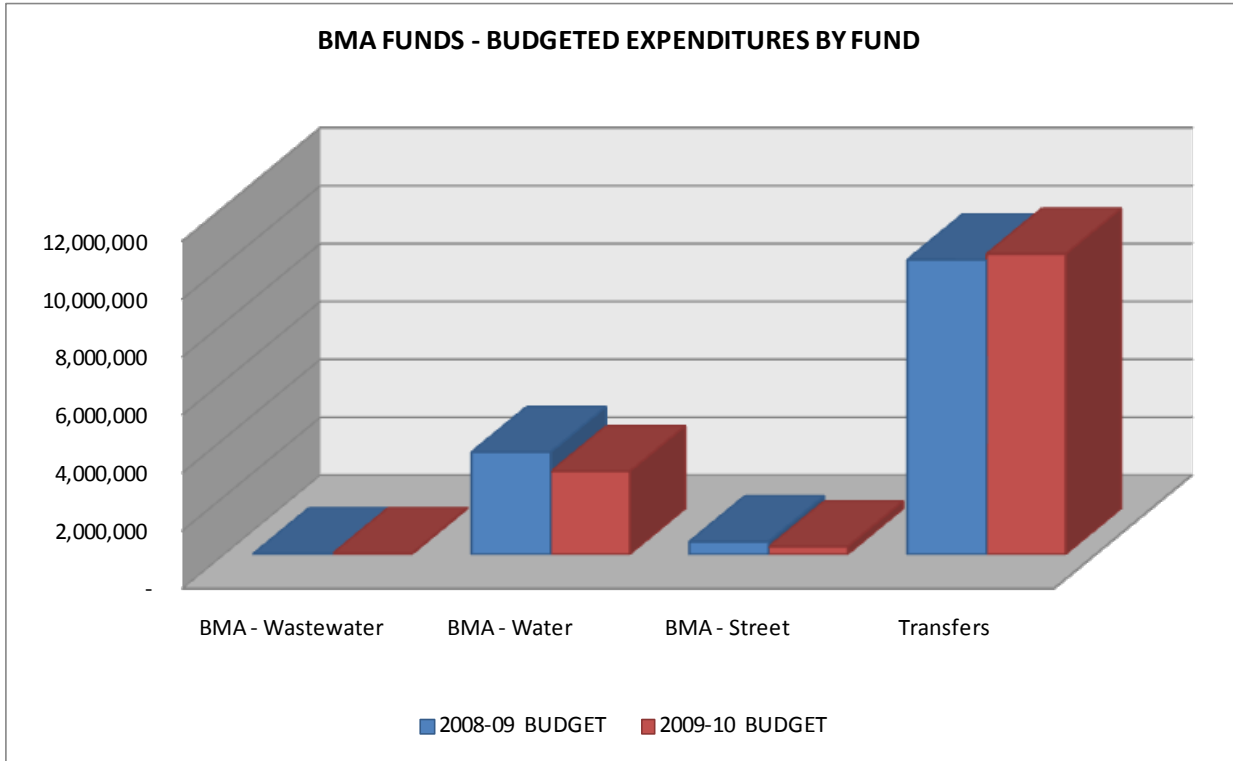
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**BARTLESVILLE MUNICIPAL
AUTHORITY FUNDS**

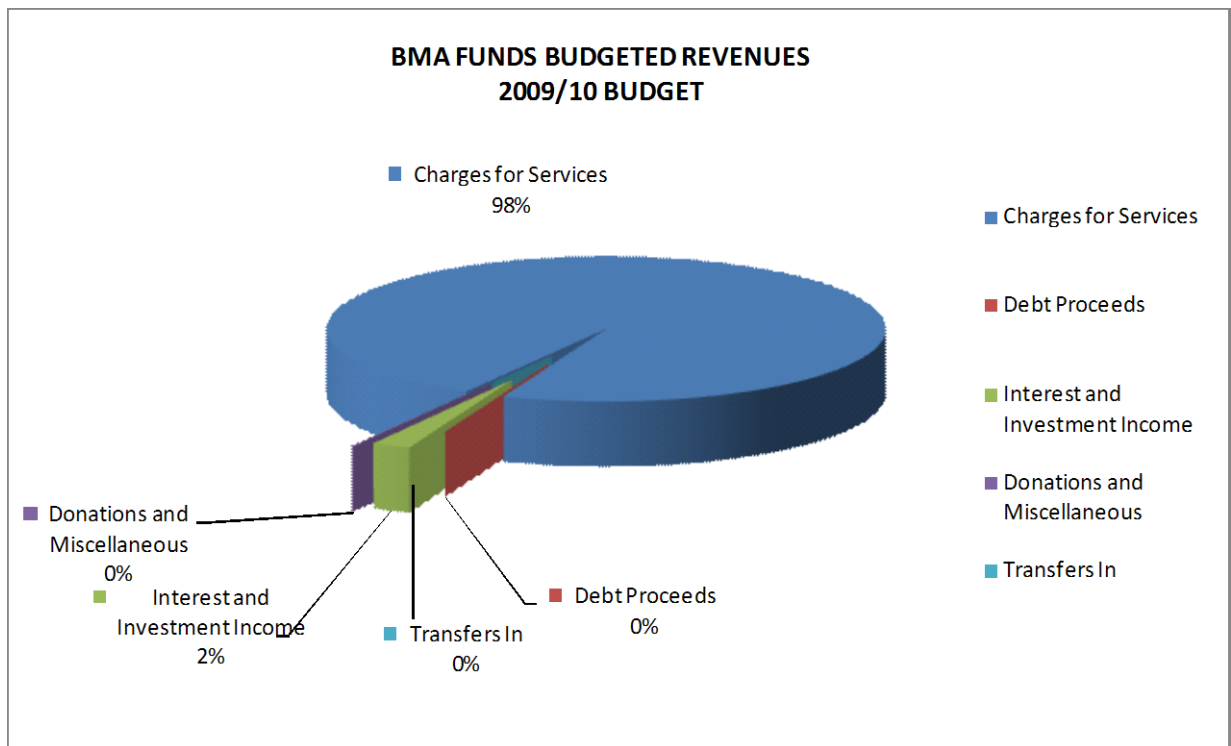
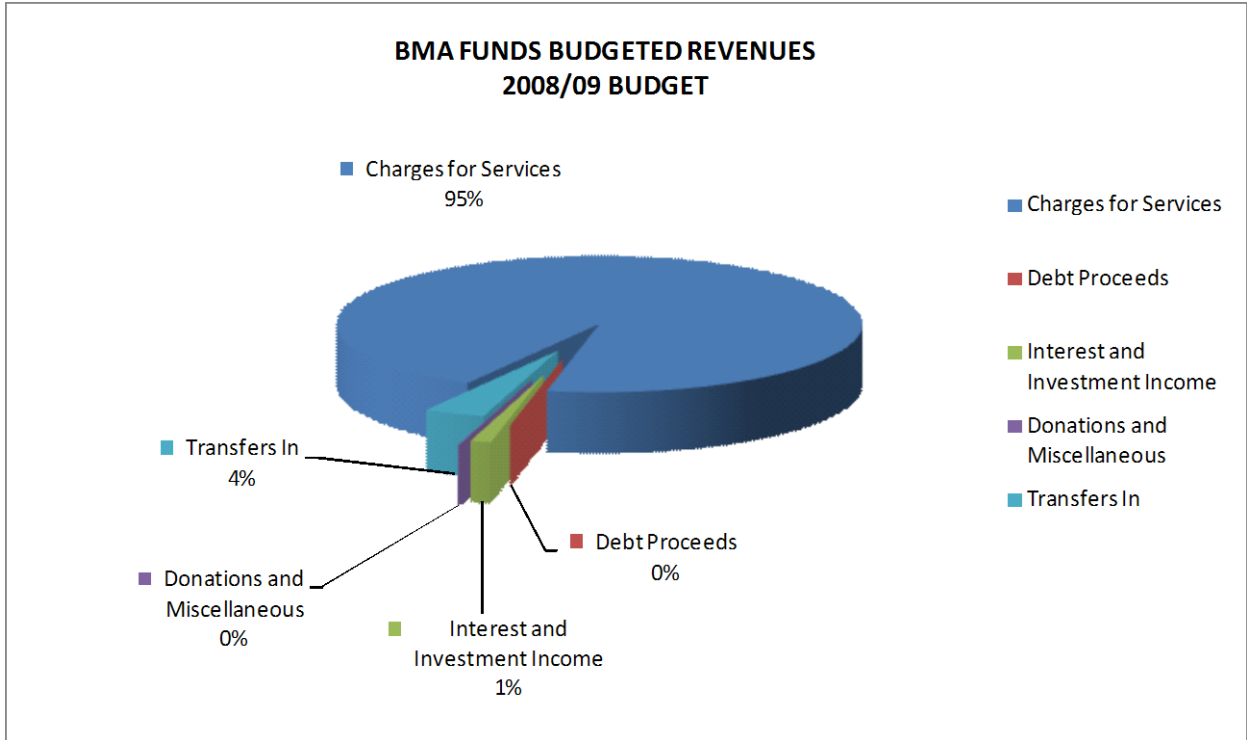


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CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Bartlesville Municipal Authority Funds – Expenditure Graphs



CITY OF BARTLESVILLE
 2009-10-Operating Budget
 Bartlesville Municipal Authority Funds – Revenue Graphs



CITY OF BARTLESVILLE

2009-10-Operating Budget

Bartlesville Municipal Authority – Summary by Fund or Source

Expenditures and Reserves

EXPENDITURES BY FUND	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
BMA - Wastewater	\$ 29,991	\$ 32,180	\$ 29,805	\$ 33,000
BMA - Water	4,609,056	3,535,907	3,111,736	2,875,000
BMA - Street	435,006	442,750	442,750	272,750
Transfers to: Wastewater Operating	3,333,602	3,348,005	3,348,005	3,686,746
Water Operating	4,879,376	6,837,129	6,837,129	6,560,261
CIP Sales Tax	-	-	-	135,252
Total Expenditures	<u>\$ 13,287,031</u>	<u>\$ 14,195,971</u>	<u>\$ 13,769,425</u>	<u>\$ 13,563,009</u>

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Charges for Services	11,335,639	11,124,800	10,921,815	10,941,552
Interest and Investment Income	382,659	148,932	280,076	251,910
Donations and Miscellaneous	11,865	10,000	13,091	13,000
Transfer In: CIP-Sales Tax	<u>435,250</u>	<u>442,750</u>	<u>442,750</u>	<u>-</u>
Fund Balance	<u>11,949,532</u>	<u>10,403,119</u>	<u>11,866,291</u>	<u>9,754,598</u>
Total Available for Appropriation	<u>\$ 24,114,945</u>	<u>\$ 22,129,601</u>	<u>\$ 23,524,023</u>	<u>\$ 20,961,060</u>

CITY OF BARTLESVILLE

2009-10-Operating Budget

Bartlesville Municipal Authority – Expenditure Summary by Line Item

CONTRACTUAL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
52210 FINANCIAL SERVICES	\$ 3,250	\$ 3,250	\$ 244,475	\$ 6,750	\$ 6,750	\$ 6,750
52410 PROFESSIONAL SERVICES	123,020	-	-	-	-	-
52910 DEBT SERVICE - INTEREST	1,576,214	1,525,167	1,488,470	1,669,000	1,669,000	1,669,000
52911 DEBT SERVICE - PRINCIPAL	2,456,664	2,482,420	1,851,346	1,505,000	1,505,000	1,505,000
TOTAL CONTRACTUAL SERVICES	\$ 4,159,148	\$ 4,010,837	\$ 3,584,291	\$ 3,180,750	\$ 3,180,750	\$ 3,180,750
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 269	\$ -	\$ -	\$ -	\$ -	\$ -
53210 JANITORIAL SUPPLIES	601	-	-	-	-	-
TOTAL MATERIALS & SUPPLIES	\$ 870	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY						
55920 BUILDINGS & STRUCTURES	\$ 914,035	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY	\$ 914,035	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFERS OUT						
59449 CIP SALES TAX	\$ -	\$ -	\$ -	\$ 135,252	\$ 135,252	\$ 135,252
59509 WASTEWATER OPERATING	3,333,602	3,348,005	3,348,005	3,686,746	3,686,746	3,686,746
59510 WATER OPERATING	4,879,376	6,837,129	6,837,129	6,560,261	6,560,261	6,560,261
TOTAL TRANSFERS	\$ 8,212,978	\$ 10,185,134	\$ 10,185,134	\$ 10,382,259	\$ 10,382,259	\$ 10,382,259
TOTAL BUDGET	\$ 13,287,031	\$ 14,195,971	\$ 13,769,425	\$ 13,563,009	\$ 13,563,009	\$ 13,563,009

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 BMA Wastewater Fund – Summary

Fund Mission: N/A

Fund Description: The BMA – Wastewater Fund was established to provide for the issuance of debt secured by utility system revenues. The BMA Wastewater Operating department of this fund is used to provide for debt service payments on related wastewater improvement revenue bonds and other related finance and operating expenses.

2009 Accomplishments: N/A

2010 Objectives: N/A

Budget Highlights: The major expenditures in this fund are for debt service payments, bad debt write offs, and two transfers. The transfer to the BMA – Water Fund is to pay for the BMA – Wastewater Fund’s portion of a debt issue that was assumed by the BMA – Water Fund after four debt issues were refinanced into one loan. The transfer to the Wastewater Fund is to pay for the Wastewater Fund’s operating costs.

**FUND 710 BMA - WASTEWATER
 DEPT 742 BMA WASTEWATER OPERATING**

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$29,991	\$32,180	\$29,805	\$33,000	\$33,000

**FUND 710 BMA - WASTEWATER
 DEPT 900 TRANSFERS**

2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$3,333,602	\$3,348,005	\$3,348,005	\$3,686,746	\$3,686,746

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 BMA Wastewater Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
BMA Wastewater Operating	\$ 29,991	\$ 32,180	\$ 29,805	\$ 33,000
Transfers Out: To Wastewater ¹	<u>3,333,602</u>	<u>3,348,005</u>	<u>3,348,005</u>	<u>3,686,746</u>
Total Expenditures	<u>\$ 3,363,593</u>	<u>\$ 3,380,185</u>	<u>\$ 3,377,810</u>	<u>\$ 3,719,746</u>

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Charges for Services	\$ 3,161,834	\$ 3,087,800	\$ 3,333,873	\$ 3,490,114
Interest and Investment Income	8,429	5,172	118	90
Donations and Miscellaneous	<u>5,493</u>	<u>5,000</u>	<u>6,061</u>	<u>6,000</u>
Fund Balance	<u>634,213</u>	<u>284,938</u>	<u>445,810</u>	<u>408,052</u>
Total Available for Appropriation	<u>\$ 3,809,969</u>	<u>\$ 3,382,910</u>	<u>\$ 3,785,862</u>	<u>\$ 3,904,256</u>

CITY OF BARTLESVILLE

2009-10-Operating Budget

BMA Wastewater Fund – BMA Wastewater Operating – Line Item Detail

CONTRACTUAL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
52910 DEBT SERVICE - INTEREST	\$ 2,366	\$ 2,180	\$ 2,180	\$ 3,000	\$ 3,000	\$ 3,000
52911 DEBT SERVICE - PRINCIPAL	<u>27,625</u>	<u>30,000</u>	<u>27,625</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>
TOTAL CONTRACTUAL SERVICES	<u>\$ 29,991</u>	<u>\$ 32,180</u>	<u>\$ 29,805</u>	<u>\$ 33,000</u>	<u>\$ 33,000</u>	<u>\$ 33,000</u>
TOTAL BUDGET	<u>\$ 29,991</u>	<u>\$ 32,180</u>	<u>\$ 29,805</u>	<u>\$ 33,000</u>	<u>\$ 33,000</u>	<u>\$ 33,000</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 BMA Wastewater Fund – Transfers – Line Item Detail

<i>TRANSFERS OUT</i>	<i>2007-08 ACTUAL</i>	<i>2008-09 BUDGET</i>	<i>2008-09 ESTIMATE</i>	<i>2009-10 REQUEST</i>	<i>CITY MGR REC</i>	<i>2009-10 APPROVED</i>
59509 WASTEWATER OPERATING	<u>\$ 3,333,602</u>	<u>\$ 3,348,005</u>	<u>\$ 3,348,005</u>	<u>\$ 3,686,746</u>	<u>\$ 3,686,746</u>	<u>\$ 3,686,746</u>
TOTAL TRANSFERS	<u><u>\$ 3,333,602</u></u>	<u><u>\$ 3,348,005</u></u>	<u><u>\$ 3,348,005</u></u>	<u><u>\$ 3,686,746</u></u>	<u><u>\$ 3,686,746</u></u>	<u><u>\$ 3,686,746</u></u>
TOTAL BUDGET	<u><u>\$ 3,333,602</u></u>	<u><u>\$ 3,348,005</u></u>	<u><u>\$ 3,348,005</u></u>	<u><u>\$ 3,686,746</u></u>	<u><u>\$ 3,686,746</u></u>	<u><u>\$ 3,686,746</u></u>

CITY OF BARTLESVILLE

2009-10-Operating Budget
BMA Water Fund – Summary

Fund Mission: N/A

Fund Description: The BMA – Water Fund was established to provide for the issuance of debt secured by utility system revenues. The BMA – Water Operating department of this fund is used to provide for debt service payments on related water improvement revenue bonds and other related finance and operating expenses. The BMA – Water Construction department of this fund is used to provide for construction expenses related to the new water plant and the water distribution system.

2009 Accomplishments: N/A

2010 Objectives: N/A

Budget Highlights: The major expenditures in this fund are debt service payments and transfers. The transfer to the Water Fund is to fund the operating costs of the water utility. The transfer to the Health Insurance Fund is to help fund the initial reserve required to become a self insured entity.

FUND 715 BMA - WATER DEPT 740 BMA - WATER OPERATING				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$3,571,131	\$3,535,907	\$3,111,736	\$2,875,000	\$2,875,000

FUND 715 BMA - WATER DEPT 900 TRANSFERS				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$4,879,376	\$6,837,129	\$6,837,129	\$6,560,261	\$6,560,261

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 BMA Water Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
BMA - Water Operating	\$ 3,571,131	\$ 3,535,907	\$ 3,111,736	\$ 2,875,000
BMA - Water Construction	1,037,925	-	-	-
Transfers Out: To Water ¹	<u>4,879,376</u>	<u>6,837,129</u>	<u>6,837,129</u>	<u>6,560,261</u>
Total Expenditures	<u>\$ 9,488,432</u>	<u>\$ 10,373,036</u>	<u>\$ 9,948,865</u>	<u>\$ 9,435,261</u>

¹ Previously shown as part of BMA Water Operating

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Charges for Services	\$ 8,173,805	\$ 8,037,000	\$ 7,587,942	\$ 7,451,438
Interest and Investment Income	355,293	133,760	277,394	249,570
Donations and Miscellaneous	<u>6,372</u>	<u>5,000</u>	<u>7,030</u>	<u>7,000</u>
Fund Balance	<u>10,931,374</u>	<u>9,716,916</u>	<u>11,017,293</u>	<u>8,940,794</u>
Total Available for Appropriation	<u>\$ 19,466,844</u>	<u>\$ 17,892,676</u>	<u>\$ 18,889,659</u>	<u>\$ 16,648,802</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 BMA Water Fund – BMA Water Operating – Line Item Detail

CONTRACTUAL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
52210 FINANCIAL SERVICES	\$ 1,500	\$ 1,500	\$ 242,725	\$ 5,000	\$ 5,000	\$ 5,000
52910 DEBT SERVICE - INTEREST	<u>1,545,592</u>	<u>1,506,987</u>	<u>1,470,290</u>	<u>1,650,000</u>	<u>1,650,000</u>	<u>1,650,000</u>
52911 DEBT SERVICE - PRINCIPAL	<u>2,024,039</u>	<u>2,027,420</u>	<u>1,398,721</u>	<u>1,220,000</u>	<u>1,220,000</u>	<u>1,220,000</u>
TOTAL CONTRACTUAL SERVICES	<u>\$ 3,571,131</u>	<u>\$ 3,535,907</u>	<u>\$ 3,111,736</u>	<u>\$ 2,875,000</u>	<u>\$ 2,875,000</u>	<u>\$ 2,875,000</u>
TOTAL BUDGET	<u>\$ 3,571,131</u>	<u>\$ 3,535,907</u>	<u>\$ 3,111,736</u>	<u>\$ 2,875,000</u>	<u>\$ 2,875,000</u>	<u>\$ 2,875,000</u>

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 BMA Water Fund – Transfers – Line Item Detail

<i>TRANSFERS OUT</i>	<i>2007-08 ACTUAL</i>	<i>2008-09 BUDGET</i>	<i>2008-09 ESTIMATE</i>	<i>2009-10 REQUEST</i>	<i>CITY MGR REC</i>	<i>2009-10 APPROVED</i>
59510 WATER OPERATING	<u>\$ 4,879,376</u>	<u>\$ 6,837,129</u>	<u>\$ 6,837,129</u>	<u>\$ 6,560,261</u>	<u>\$ 6,560,261</u>	<u>\$ 6,560,261</u>
TOTAL TRANSFERS	<u><u>\$ 4,879,376</u></u>	<u><u>\$ 6,837,129</u></u>	<u><u>\$ 6,837,129</u></u>	<u><u>\$ 6,560,261</u></u>	<u><u>\$ 6,560,261</u></u>	<u><u>\$ 6,560,261</u></u>
TOTAL BUDGET	<u><u>\$ 4,879,376</u></u>	<u><u>\$ 6,837,129</u></u>	<u><u>\$ 6,837,129</u></u>	<u><u>\$ 6,560,261</u></u>	<u><u>\$ 6,560,261</u></u>	<u><u>\$ 6,560,261</u></u>

CITY OF BARTLESVILLE

2009-10-Operating Budget BMA General Fund – Summary

Fund Mission: N/A

Fund Description: The BMA - General Fund was established to provide for the issuance of debt secured by a pledge of sales tax revenues. The BMA Street Operating department of this fund is used to provide for debt service payments on related street improvement revenue bonds and other related finance and operating expenses. The BMA Street Construction department of this fund is used to provide for construction expenses related to the Silverlake extension and related improvements.

2009 Accomplishments: N/A

2010 Objectives: N/A

Budget Highlights: The major budgeted expenditure in this fund is for debt service payments.

FUND 720 BMA - GENERAL DEPT 325 BMA STREET OPERATING				
2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 CITY MGR RECOMMENDS	2009-10 APPROVED BUDGET
\$435,006	\$442,750	\$442,750	\$272,750	\$272,750

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 BMA General Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
BMA Street Operating	\$ 435,006	\$ 442,750	\$ 442,750	\$ 272,750
Transfers Out: To CIP Sales Tax	-	-	-	135,252
Total Expenditures	\$ 435,006	\$ 442,750	\$ 442,750	\$ 408,002

Revenues

REVENUE BY SOURCE	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 BUDGET
Interest and Investment Income	\$ 18,937	\$ 10,000	\$ 2,564	\$ 2,250
Transfer In: From CIP - Sales Tax	435,250	442,750	442,750	-
Fund Balance	383,945	401,265	403,188	405,752
Total Available for Appropriation	\$ 838,132	\$ 854,015	\$ 848,502	\$ 408,002

CITY OF BARTLESVILLE
 2009-10-Operating Budget
 BMA General Fund – BMA Street Operating – Line Item Detail

CONTRACTUAL SERVICES	2007-08 ACTUAL	2008-09 BUDGET	2008-09 ESTIMATE	2009-10 REQUEST	CITY MGR REC	2009-10 APPROVED
52210 FINANCIAL SERVICES	\$ 1,750	\$ 1,750	\$ 1,750	\$ 1,750	\$ 1,750	\$ 1,750
52910 DEBT SERVICE - INTEREST	28,256	16,000	16,000	16,000	16,000	16,000
52911 DEBT SERVICE - PRINCIPAL	405,000	425,000	425,000	255,000	255,000	255,000
TOTAL CONTRACTUAL SERVICES	\$ 435,006	\$ 442,750	\$ 442,750	\$ 272,750	\$ 272,750	\$ 272,750
TOTAL BUDGET	\$ 435,006	\$ 442,750	\$ 442,750	\$ 272,750	\$ 272,750	\$ 272,750

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GLOSSARY



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CITY OF BARTLESVILLE

2009-10-Operating Budget

Glossary

ACCRUAL BASIS ACCOUNTING – basis used by most corporations and for-profit entities. This basis recognizes revenue when earned and expenditures when incurred. They are recorded at the end of an accounting period even though the cash has not been received or paid.

AD VALOREM – levy imposed on the value of property. This is most commonly imposed by counties, states, and municipalities on the value of real estate.

AGENCY FUND – holds assets in an agency capacity. The assets do not belong to the municipality but are being held for another entity.

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

ASSESSMENT – process of placing a value on property for the purpose of taxation; or the amount of the valuation arising from this process.

ASSETS – economic resource that is expected to provide benefits to an entity. An asset has three vital characteristics (1) future probable economic benefit; (2) control by the entity; and (3) results from a prior event or transaction. Assets are expressed in money or are convertible into money.

BALANCE SHEET – statement showing an entity's financial position at the end of an accounting period. This statement is also called a *Statement of Financial Position* for governmental type funds and a *Statement of Net Assets* for business type funds. It presents the entity's assets, liabilities, and equity. The balance sheet is useful to financial statement users because it indicates the resources of the entity and what it owes.

BDA – Bartlesville Development Authority

BDC – Bartlesville Development Corporation

BLENDED COMPONENT UNIT - component unit included in the municipality's financial statements that is presented as a fund of the municipality. (see also Component Unit, Discretely Presented Component Unit)

BUDGET ADJUSTMENT – 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 a director or manager.

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.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Glossary

(continued)

BUDGET BASIS ACCOUNTING – a basis of accounting used solely for budgetary preparation and monitoring. The budget basis used by a municipality is determined by each entity individually to suit their needs and usually differs from GAAP.

CAPITAL ASSETS – asset purchased for use over a long period of time and not for resale. It includes land, buildings, plant and equipment, etc...

CAPITAL EXPENDITURE – expenditure for capital outlay. These expenditures will either increase the value of an existing capital asset or create a new capital asset.

CAPITAL PROJECTS FUND – a fund that accounts for financial resources to be used for the acquisition or construction of capital assets.

CASH BASIS ACCOUNTING – method of accounting that recognizes revenue and expenditures when cash is received or disbursed not when earned or incurred.

COMPENSATED ABSENCE RESERVE – appropriated budget amount that is set aside for payment of accrued compensated absences. The City uses $\frac{3}{4}$ of the accrued compensated absences as a guideline.

COMPONENT UNIT – entity that is included in the financial statements of a municipality even though the governing bodies differ. These could be public trusts or certain nonprofit corporations that benefit the municipality. These units can be presented as either blended or discrete. (see also Blended Component Unit, Discretely Presented Component Unit)

CURRENT ASSET – asset having a life of one year or less. Examples include cash, inventory, trade receivables, and prepaid expenses.

CURRENT LIABILITY – liability that will be settled within one year or less. Current liabilities should be payable from current assets or other current liabilities. Examples include accounts payable, short-term notes payable, and accrued expenses payable.

DEBT SERVICE FUND – fund used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

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

DISBURSEMENT – payment by check or cash.

DISCRETELY PRESENTED COMPONENT UNIT – component unit that is presented on the face of the government wide financial statements as a completely separate entity from the general government. (see also Component Unit, Blended Component Unit)

CITY OF BARTLESVILLE

2009-10-Operating Budget

Glossary

(continued)

ENCUMBRANCES – represent 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.

ENTERPRISE FUND – fund that provides services to the community for a fee. These funds follow accounting principals similar to a not-for-profit entity.

EQUITY – represents the difference between assets and liabilities. In governmental funds, equity is referred to as fund balance, but in business type funds, equity is referred to as net assets. (formula is “assets – liabilities = equity”) (see also Fund Balance, Net Assets)

EXPENDABLE TRUST FUND – a trust fund that can be fully spent for the designated purposes. (see also Fiduciary Fund, Expendable Trust Fund)

EXPENDITURE – payment of cash or property, or the issuance of a liability, to obtain an asset or service.

FIDUCIARY FUND – term used to describe a fund used by the government to act in a fiduciary capacity such as a trustee or agent. The government is responsible for the assets placed in its care. (see also Expendable Trust Fund)

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.

GAAP – Generally Accepted Accounting Principals. GAAP is a set of standards, conventions, and rules accountants follow in recording and summarizing transactions and in the preparation of the financial statements.

GASB – Governmental Accounting Standards Board. GASB is the highest authority in governmental accounting.

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.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Glossary

(continued)

GENERAL OBLIGATION BOND – security whose payment is unconditionally promised by a governmental unit that has the power to levy taxes. General Obligation Bonds are back by the full faith and credit (taxing power) of a municipality.

GOVERNMENTAL FUND – describes all funds of the government except the for profit and loss funds (i.e. enterprise fund, internal service fund, agency fund, expendable trust fund). Examples of governmental funds include the general fund, special revenue funds, debt service fund, and capital projects funds.

INFRASTRUCTURE – long-lived capital assets that normally cannot be moved and can be preserved for a significantly greater number of years than most capital assets. Examples of infrastructure assets include roads, bridges, tunnels, drainage systems, water and sewer systems, dams and lighting systems. Buildings are not considered infrastructure assets, except those that are part of a network of infrastructure assets, such as a dam project.

INTERNAL SERVICE FUND – fund used to account for goods or services given from one department to another on a cost reimbursement basis.

LEVY – imposition or collection of an assessment of specific amount.

LIABILITY – amount payable in dollars for goods received or services rendered.

MEASUREMENT FOCUS – the accounting convention that determines (1) which assets and which liabilities are included on a government's balance sheet and where they are reported there, and (2) whether an operating statement presents information on the flow of financial resources (revenues and expenditures) or information on the flow of economic resources (revenues and expenses).

MODIFIED ACCRUAL BASIS – basis of accounting in which revenues are recognized when they are available and measurable. Expenditures are generally recognized when incurred.

MODIFIED CASH BASIS – basis of accounting that uses elements of both the cash and accrual bases of accounting.

MUNICIPALITY – a political unit, such as a city or town, incorporated for local self-government.

NET INCOME – revenue less all expenses.

OCBOA – Other Comprehensive Basis of Accounting. These are bases of accounting that are not in compliance with GAAP for the particular entity. Examples include budget basis and income tax basis.

CITY OF BARTLESVILLE

2009-10-Operating Budget

Glossary

(continued)

OPERATING RESERVE – appropriated budget amount that is set aside for use in only the most extreme of emergencies. The City uses one month’s operating expenditures as a reserve guideline.

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.

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.

BUDGETED RESERVE – amounts that are appropriated but not intended to be spent. Examples include operating reserve, severance reserve, compensated absence reserve, etc...

RESOLUTION – is a written motion adopted by a deliberative body. The substance of the resolution can be anything that can normally be proposed as a motion. For long or important motions, though, it is often better to have them written out so that discussion is easier or so that it can be distributed outside of the body after its adoption. Resolutions do not carry the weight of law.

RESTRICTED DONATION – donation that is restricted as to purpose or timing. An example would be a donation for a specific building project or a donation restricted to being spent in a future period.

SEVERANCE RESERVE – appropriated budget amount that is set aside to pay any severance amount specified in an employment contract.

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.

TRANSFER – amounts paid from one fund to another.

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