

***CITY OF BARTLESVILLE, OKLAHOMA  
2011-2012 BUDGET***



**Prepared by:**

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City Manager

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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, 2010**

President

Executive Director

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# INTRODUCTION



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***CITY OF BARTLESVILLE***  
2011-12 Operating Budget

**CITY OFFICIALS**

**Tom Gorman**

Mayor  
Ward 3

*Term Expires: November 2013*



**Ted Lockin**

Vice-Mayor  
Ward 1

*Term Expires: November 2013*



**Mike McGrew**

Council Member  
Ward 2

*Term Expires: November 2013*



**Erin Tullos**

Council Member  
Ward 4

*Term Expires: November 2013*



**Dale Copeland**

Council Member  
Ward 5

*Term Expires: November 2013*



# ***CITY OF BARTLESVILLE***

## 2011-12 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***

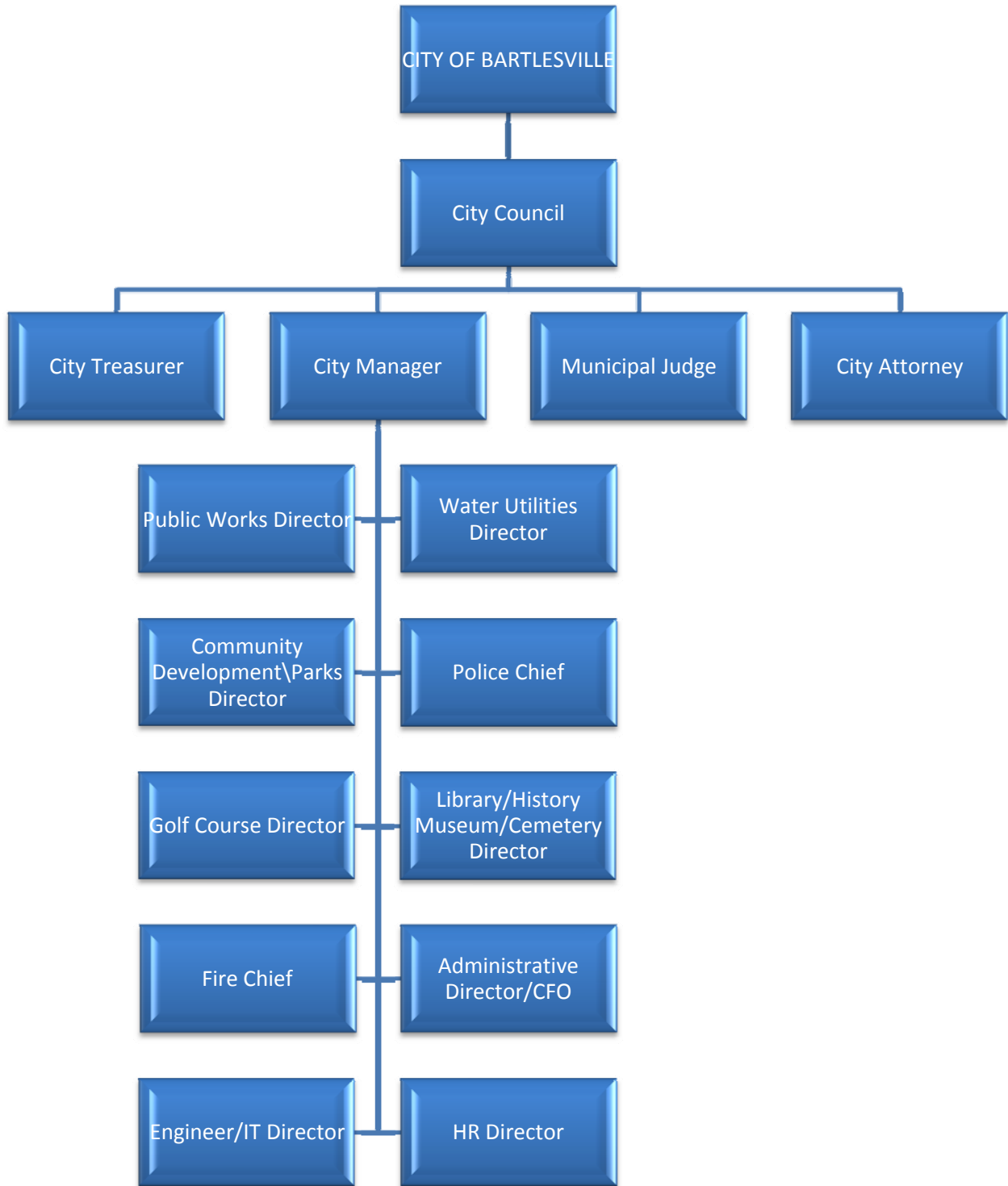
working together for positive results

### **MANAGEMENT STAFF:**

City Manager	Ed Gordon
Administrative Director/CFO	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
Library/History Museum	Joan Singleton
Police Chief	Tom Holland
Public Works	Keith Henry
Water and Wastewater	Mike Hall
Interim Parks and Recreation	Lisa Beeman

# ***CITY OF BARTLESVILLE***

## 2011-12 Operating Budget Organizational Chart



# ***THE CITY OF BARTLESVILLE***

**Office of the City Manager**

401 SE Johnstone

Bartlesville, OK 74003



May 13, 2011

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

Mayor Gorman 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, 2011 and ending June 30, 2012 (FY 2011-12). 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) had until recently continued to grow steadily 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

As we are all aware, two and a half years ago this trend of growth dramatically reversed and reduced the City's sales tax revenue to its lowest levels in five years. Thankfully, sales tax revenue has begun to stabilize over the last ten months and shows signs of a continued but slow recovery. In light of these recent events, Staff has continued to take a conservative approach to projecting General Fund revenues. Staff believes that this approach is necessary because of our past revenue growth patterns and the continued uncertainty of our state's and nation's economic status. In keeping with this policy of conservative predictions, Staff has elected to utilize a flat projection for sales tax revenues in the next fiscal year. The City believes this to be a more realistic and conservative expectation in light of the events discussed above.

In last year's budget (FY 2010-11), the City Council approved a budget with some wastewater utility fee increases. This was the third year that the City had implemented a phased rate increase for wastewater. The first phase in FY 2008-09 created a new "Wastewater Capital Improvement Fee" of \$.75/1,000 gal of billable discharge. This fee was established to meet the growing demands from regulatory agencies. The second phase increased wastewater operating fees by 7% and increased the wastewater capital improvement fee by \$0.25/thousand gallons or 33%. The third phase, implemented in FY 2010-11 increased wastewater operating rates by 6%. Staff anticipated that further rate increases would be necessary, but in keeping with the philosophy of phasing rate increases over time to reduce the impact on the citizens, only implemented the amount necessary to fund the current needs. In FY 2011-12, Staff believes that it is best to hold the line on all utility operating rates until the long-term capital plans mandated by the Capital Reserve Ordinance have been established. In order to accomplish this, Staff is recommending a loan be made from the BMA – Water Fund to pay for a vactor truck that is currently needed for wastewater maintenance. This loan will be repaid over the next 2 years and pay a 2% interest rate which will approximate the lost interest revenues in the BMA – Water Fund. In order to purchase this vehicle from current year wastewater resources would require a 6% wastewater rate increase, and without the final long-term capital plan for this fund, Staff is uncertain if that level of rate increase would be appropriate.

Staff is recommending a rate increase in the "Wastewater Capital Improvement Fee" that is currently set at \$1.00/1,000 gallons. Staff is recommending a 25% rate increase which will bring this fee to \$1.25/1,000 gallons. The proposed rate increase is estimated to generate an additional \$250,000 in revenues annually and cost the average residential customer about \$1.13/mo. This level should be sufficient to meet our known regulatory obligations, pay the debt service on the new plant, and fund continuing improvements through FY 2018-19. Even with the proposed rate increase, it will be necessary for this fund to borrow \$500,000 from the BMA Water Fund (terms similar to those described above) to provide sufficient capital for design of the new plant in FY 2011-12. Without the proposed rate increase, the fund will have insufficient resources to accomplish its objectives starting in FY 2011-12.

**Economic Outlook**

Due to the stabilization of the City's sales tax revenues and recent increases in some of the City's other important general revenue sources including franchise fees, Staff feels that it is appropriate and economically feasible for the City to "unwind" some of the higher priority budget reduction strategies that have been adopted in the past.

- Eliminate further furlough days for employees. The current budget does not require this strategy.
- Increase staffing and minimum manning levels at the Police and Fire Departments. This item is discussed in greater detail in the Personnel section below.
- Employee compensation increases. This item is discussed in greater detail in the Personnel section below.
- Establish initial funding for the "Stabilization Reserve Fund". This item is discussed in greater detail in the Initiatives section below.
- Opening of Sooner Pool. This item is discussed in greater detail in the Initiatives section below.

All of these items will have recurring costs associated with their implementation, but the associated amounts are well within the capacity of the current year's budget and barring the return of a recession, can be funded in future years with even a small growth of current revenues.

**Personnel**

Three years ago (FY 2008-09), the City of Bartlesville's budget provided for approximately 363 full time employee equivalents (FTEs). Following that budget, the City faced lean economic times and began reducing staff through various strategies including incentivized retirements and an extended hiring freeze. These strategies resulted in a FY 2010-11 budget that included funding for approximately 343 FTEs, a reduction of 20 FTEs from FY 2008-09. The City of Bartlesville currently employs about 330 FTEs which is 13 FTEs below the current budgeted amount. While FTEs are the best financial comparison of the City's employment, it excludes temporary positions and downplays the importance of seasonal positions. A better comparison of the impact of these reductions is the number of positions, rather than fractional FTEs. In this "whole position" type of comparison, the City is actually down 66 positions since FY 2008-09. The lack of these positions is most noticeable during peak maintenance seasons.



**Personnel (continued)**

These staffing reductions have resulted in some service reductions and have led to concerns about minimum manning levels for both the Police and Fire Departments. Outside of our two public safety departments, the hardest hit areas are the Parks and Street Departments which are most impacted by the reduction of temporary and seasonal employees. The proposed budget provides funding for approximately 336 FTEs which is an increase of 6 FTEs over our current staffing levels but still represents a reduction of 7 FTEs from the current budget. This increase is attributable to an increase of three firefighters and three police officers which will provide sufficient staffing to return these departments to their pre-recession minimum manning levels with 66 uniformed fireman and 56 uniformed police officers. The Parks and Street Departments have been authorized temporary labor in an attempt to partially offset their recent employee reductions.

A summary of the City’s recent staffing level is presented below.

	FY 2008-09	FY 2010-11	<u>Proposed FY 2011-12 Change From</u>				
	Budgeted	Budgeted	Proposed	FY 2008-09	FY 2010-11		
	FTEs	FTEs	FY 2011-12	Budgeted	Budgeted	Current	
	<u>FTEs</u>	<u>FTEs</u>	<u>Actual FTEs</u>	<u>FTEs</u>	<u>FTEs</u>	<u>Actual FTEs</u>	
General Fund FTEs	253.7	236.8	224.8	231.8	(22.0)	(5.0)	7.0
Other Funds FTEs	109.5	106.5	105.5	104.5	(5.0)	(2.0)	(1.0)
<b>Total FTEs</b>	<b><u>363.2</u></b>	<b><u>343.3</u></b>	<b><u>330.3</u></b>	<b><u>336.3</u></b>	<b><u>(27.0)</u></b>	<b><u>(7.0)</u></b>	<b><u>6.0</u></b>

The City of Bartlesville’s recent downturn in revenues has adversely affected not only the City’s service levels but also the employees of the City of Bartlesville. The City’s employees have not received a COLA raise in almost three years, but during this period of time the employees have faced increased retirement and insurance costs, furloughs, and an overall inflation rate of 7.3%. While the City clearly cannot repay the full amount of the sacrifices made by its employees, Staff feels that it is important to offer some compensation increase to our employees to help offset their increased cost of living and to show the City’s appreciation and support for these individuals who have sacrificed greatly during this difficult period. To that end, Staff is proposing a 2.5% COLA adjustment for all eligible employees. This raise is estimated to cost about \$426,000 (\$327k General Fund and \$99k Other Funds).

Perhaps the most significant adjustment to personnel expense, is the periodic occurrence of a fiscal year with 27 pay periods. FY 2011-12 is such a year. Staff estimates that this additional payday will cost the City approximately \$656,000 (\$503k General Fund and \$143k Other Funds). While this additional personnel cost does not provide a “benefit” to employees, it does represent a significant one-time cost to the City.

**Personnel (continued)**

In FY 2009-10, the City terminated new enrollment in our traditional defined benefit (DB) retirement plan and replaced it with a more cost effective defined contribution (DC) plan. Existing employees were allowed to retain their status in the DB plan, but all new employees will automatically participate in the DC plan. This has allowed the City to better control our retirement costs even as the DB plan's costs continue to grow as a percent of participants' salaries. However, the DB plan still has a significant "unfunded actuarial accrued liability" (UAAL). This is a comparison of the plan's total long term assets less its total actuarial liability. This UAAL is typically funded over a fixed period of time (generally 30 years after the establishment of the plan) but varies greatly in response to market gains/losses, investment returns, and actuarial assumption changes. The City's UAAL has increased dramatically in response to all of these factors and now stands at \$9.2MM with the result that our plan is only 42.3% funded. To help offset this UAAL in a more expedient manner, Staff is recommending that we contribute amounts in excess of the "actuarial required contribution" which our portion is 20.38% of covered payroll. Staff is instead recommending a funding level of 22.41% of covered payroll which is estimated to cost an additional \$160,000. Continually exceeding our required contribution will have a similar effect to making extra monthly payments on a mortgage and will allow us to reach a sound funded ratio in a more reasonable period of time.

**Initiatives**

Due to budget constraints, the City of Bartlesville has added few new initiatives or programs since last year's (FY 2010-11) budget. However, there are a few significant items that the City is continuing to implement from prior year appropriations, some large capital items from restricted sources, and a few new programs intended to ensure the City's financial stability in the long run.

The most important of the continuing projects is the implementation of the City's automated poly-cart system. Prior year appropriations will be carried over to finalize this transition. The current year's budget also provides for some fairly large new 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.

**Initiatives (continued)**

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 capital items are plans to begin implementing the Price Fields' Master Plan with a \$1,000,000 voter approved investment to renovate the first of the park's quads. This significant upgrade will begin the long term plan to completely renovate our aging baseball and softball fields. This project is being funded through the City's ½ cent CIP sales tax. Other significant items to be funded through the ½ cent CIP sales tax include drainage improvements at the Willow Hill Detention Facility (\$500k), and a rehab of Virginia between 5<sup>th</sup> and 8<sup>th</sup> Street (\$170k).

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, and while the consent order does not mandate it, Staff and the City's consultants believe that a new wastewater treatment plant will be necessary in order to meet the full requirement of this order. As such, studies, potential locations, engineering, and design for the new plant are currently underway in order to head off further sanctions from the ODEQ. However, the next step in this process is to perform a Sanitary Sewer Evaluation Study for a cost of \$450,000. This project and any expenses related to the consent order or new wastewater plant are being funded through the City's Wastewater Capital Investment Fee.

The City also has a substantial number of carryover projects from prior years that will continue construction/implementation. More detail about them can be found in the Capital portion of the Financial Summary section of the main budget document.

Two other items that were implemented with this budget is the establishment of the Stabilization Reserve Fund and the Auto Collision Insurance Fund. The City Council recently adopted an ordinance that established the Stabilization Reserve Fund and set out the rules for minimum funding standards for this fund. At a minimum, the City is required to contribute 2% of non-capital operating expenditures on an annual basis until the minimum required balance is established for the General, Wastewater, Water, and Sanitation Funds. Fortunately, these funds all have sufficient "one-time" carryover funds to accomplish this goal and even exceed the required contributions. The General Fund will contribute 3%, and the other required funds will all contribute 5%.

The Auto Collision Insurance Fund is a fund that Staff is recommending be created to mitigate the City's self-insurance risk for auto collision and physical damage. The City's vehicles are only insured for liability, and we are "own risk" for damage to our vehicles. This fund is being established with an initial funding level of \$300,000 which is contributed by the General Fund (\$100k), Wastewater Fund (\$50k), Water Fund (\$100k), and the Sanitation Fund (\$50k).

**Initiatives (continued)**

Due to the generous donations and hard work of many members of our community, Sooner Pool will once again be open for the summers of 2011 and 2012. All of the funding to operate the pool for the summer of 2011 will come from entrance fees and donations, but beginning with the summer of 2012, the City will once again subsidize the operation of Sooner pool with general revenues. In order to more adequately track donations and their expenditures for the pools, two new funds have been established in the Enterprise Fund section of this document. The two funds are titled Sooner Pool and Frontier Pool.

**Summary**

With this budget, we have attempted to meet the diverse needs of our population while planning for the possibility of limited growth after the last few years of major decline.

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 continued uncertainty of the global/national economic climate, the relatively low levels of the City's reserves, and the restrictive nature of municipal funding (almost solely sales tax) in the State of Oklahoma. This overreliance on sales tax creates the unfortunate, yet necessary, reality of municipalities competing to recruit retail development within their taxing jurisdictions. We as a City must be ready to respond to all of these challenges through prudent planning and responsive policies. However, even with these issues facing us, I believe that the budget presented herein places us in a good 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 also like to issue a special word of thanks to the Administrative Director/CFO, Mike Bailey, Internal Services Supervisor, Jason Muninger, and Accountant, Vicki Carvalho, without whom the quality and accuracy of this document would not be possible.

Sincerely,



Ed Gordon  
City Manager

# 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***  
2011-12 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***  
2011-12 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***

## 2011-12 Operating Budget Miscellaneous Statistics

### **Municipal Full-Time Employment:**

Total	321
Non-union	211
Union	110

### **Economic Information:**

Cost of living (when compared to national average) <sup>3</sup>	96.28%
Number of citizens in labor force <sup>2</sup>	15,750

### **Population Overview: <sup>2</sup>**

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: <sup>2</sup>**

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: <sup>3</sup>**

Number of hospitals	1
Number of licensed beds in hospital	137

# ***CITY OF BARTLESVILLE***

## 2011-12 Operating Budget Miscellaneous Statistics (continued)

### **Education:** <sup>1</sup>

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:** <sup>1</sup>

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***

## 2011-12 Operating Budget Miscellaneous Statistics (continued)

### **Major Employers:** <sup>3</sup>

ConocoPhillips	2,950
Bartlesville Public Schools	860
Jane Phillips Medical Center	768
Wal-Mart Distribution Center	741
Wal-Mart SuperCenter #41	500
City of Bartlesville	351
SITEL	350
Wal-Mart Administrative Services	225
Chevron Phillips	200
Diversified Systems Resources	200
Schlumberger	200
Arvest Bank	197
ABB Automation, Inc.	195
SGS	174
Siemens Energy and Applied Automation	145
66 Federal Credit Union	141
Oilfield Pipe and Supply	132
United Linen	125
Washington County	125
Tri County Technology Center	105
Central States Business Forms/Unipro	100
Springs Global US, Inc.	100
The Superior Companies	53

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<sup>1</sup> Source – Bartlesville Chamber of Commerce (2006 website)

<sup>2</sup> Source – 2000 US Census

<sup>3</sup> Source – Bartlesville Chamber of Commerce (2011 website)

# ***CITY OF BARTLESVILLE***

## **2011-12 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***

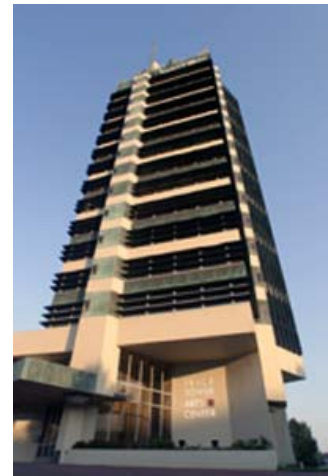
### 2011-12 Operating Budget Local Attractions



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***

## **2011-12 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***

## 2011-12 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***

## 2011-12 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 the former

home of the only **Santa Fe engine 940 series** in existence, but it has now been relocated to the City's historic **Santa Fe Depot** at 2<sup>nd</sup> and Keeler. 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***

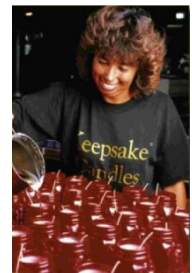
## **2011-12 Operating Budget Local Attractions (continued)**

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.



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

# ***CITY OF BARTLESVILLE***

## **2011-12 Operating Budget Local Attractions (continued)**

Bartlesville is perhaps best known for its role in the development of our nation's oil industry. While there were many major energy companies who got their starts in Bartlesville, the most important to the Bartlesville area was Phillips Petroleum Co.

### **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.

### **The first decade...**

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

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. 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.



1<sup>st</sup> Phillips 66 Filling Station  
November 19, 1927 – Wichita, Kansas

# ***CITY OF BARTLESVILLE***

2011-12 Operating Budget

Local Attractions

(continued)

## **The reformation...**

In 2000 the Phillips Petroleum Company began to aggressively reshape itself once again. Through joint ventures and multiple acquisitions, Phillips Petroleum Company grew to national prominence.



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**

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

# BUDGET AND ACCOUNTING OVERVIEW



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# ***CITY OF BARTLESVILLE***

## **2011-12 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. In FY 2011, the City adopted an ordinance establishing the Stabilization Reserve Fund and Capital Reserve Fund. The Stabilization Reserve Fund must be funded by a minimum annual contribution equivalent to 2% of non-capital operating expenses for the General, Water, Wastewater, and Sanitation Funds. The use of any resources deposited in the Stabilization Reserve Fund is restricted by the ordinance and requires a 4/5<sup>th</sup> vote of the City Council. The Capital Reserve is funded in accordance with the needs of long term capital plans for the Water, Wastewater, and Sanitation Funds.
- 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- and still maintains this rating today. This is one of the highest bond ratings for a municipality in the State of Oklahoma with only two other municipalities receiving any A rating.
- 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 located at §11-17-201 through §11-17-216.

# ***CITY OF BARTLESVILLE***

## **2011-12 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***

## **2011-12 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 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***  
2011-12 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***

## **2011-12 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***

## **2011-12 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).

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.

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.

# ***CITY OF BARTLESVILLE***

## **2011-12 Operating Budget Description of Funds (continued)**

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.

COPS GRANT – The COPS Grant Fund accounts for revenues and expenditures of the COPS Grant. The only source of revenue for this fund is a federal grant.

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.

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.

# ***CITY OF BARTLESVILLE***

## **2011-12 Operating Budget**

### **Description of Funds**

(continued)

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.

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 16⅔ % of the municipal 3 cent sales tax (or ½ cent) 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.

# ***CITY OF BARTLESVILLE***

## **2011-12 Operating Budget**

### **Description of Funds**

(continued)

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.

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.

2009 G.O. Bond – The 2009 G.O. Bond fund accounts for the revenues and expenditures related to the 2009 general obligation debt issuance. The fund’s only sources of revenue are proceeds from the issuance of debt and investment income.

2010 G.O. Bond – The 2010 G.O. Bond fund accounts for the revenues and expenditures related to the 2010 general obligation debt issuance. The fund’s only sources of revenue are proceeds from the issuance of debt and investment income.

# ***CITY OF BARTLESVILLE***

## 2011-12 Operating Budget Description of Funds (continued)

### 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.

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.

Sooner Pool – The Sooner Pool Fund accounts for the operations of the City of Bartlesville’s Sooner Pool. The major sources of revenue for this fund are charges for services related to admission, Concession sales, and transfers from other funds. In addition to these standard revenue sources, in FY 2011, the City received a large donation for the operation of this pool which is also contained in this fund.

Frontier Pool – The Frontier Pool Fund accounts for the operations of the City of Bartlesville’s Frontier Pool. The major sources of revenue for this fund are charges for services related to admission, Concession sales, and transfers from other funds.



# ***CITY OF BARTLESVILLE***

## **2011-12 Operating Budget**

### **Description of Funds**

(continued)

#### 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.

Auto Collision Insurance – The Auto Collision Insurance Fund accounts for the revenues and expenditure related to the City's self funded auto collision/physical damage claims. The major sources of revenue for this fund are transfers from other funds.

Stabilization Reserve – The Stabilization Reserve Fund accounts for revenues and reserve balances associated with the City's Stabilization Reserve Fund ordinance that was adopted in FY 2011. This ordinance established minimum funding criteria for the Stabilization Reserve and criteria under which these balances may be spent in the event of emergencies or unexpected economic downturns.

Capital Reserve – The Capital Reserve Fund accounts for revenues and reserve balances associated with the City's Capital Reserve Fund ordinance that was adopted in FY 2011. This ordinance established procedures and requirements for the formation and adoption of long term capital plans for the Water, Wastewater, and Sanitation Funds. The reserve balances contained in this fund are to be spent in accordance with these capital plans, and the funding levels for this fund are to be provided based on the needs established in these plans.

#### 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.

# ***CITY OF BARTLESVILLE***

## 2011-12 Operating Budget Description of Funds (continued)

### **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.

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.

# ***CITY OF BARTLESVILLE***

## **2011-12 Operating Budget Description of Funds (continued)**

### **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.

### **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 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.

# ***CITY OF BARTLESVILLE***

## **2011-12 Operating Budget**

### **Description of Funds**

(continued)

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.

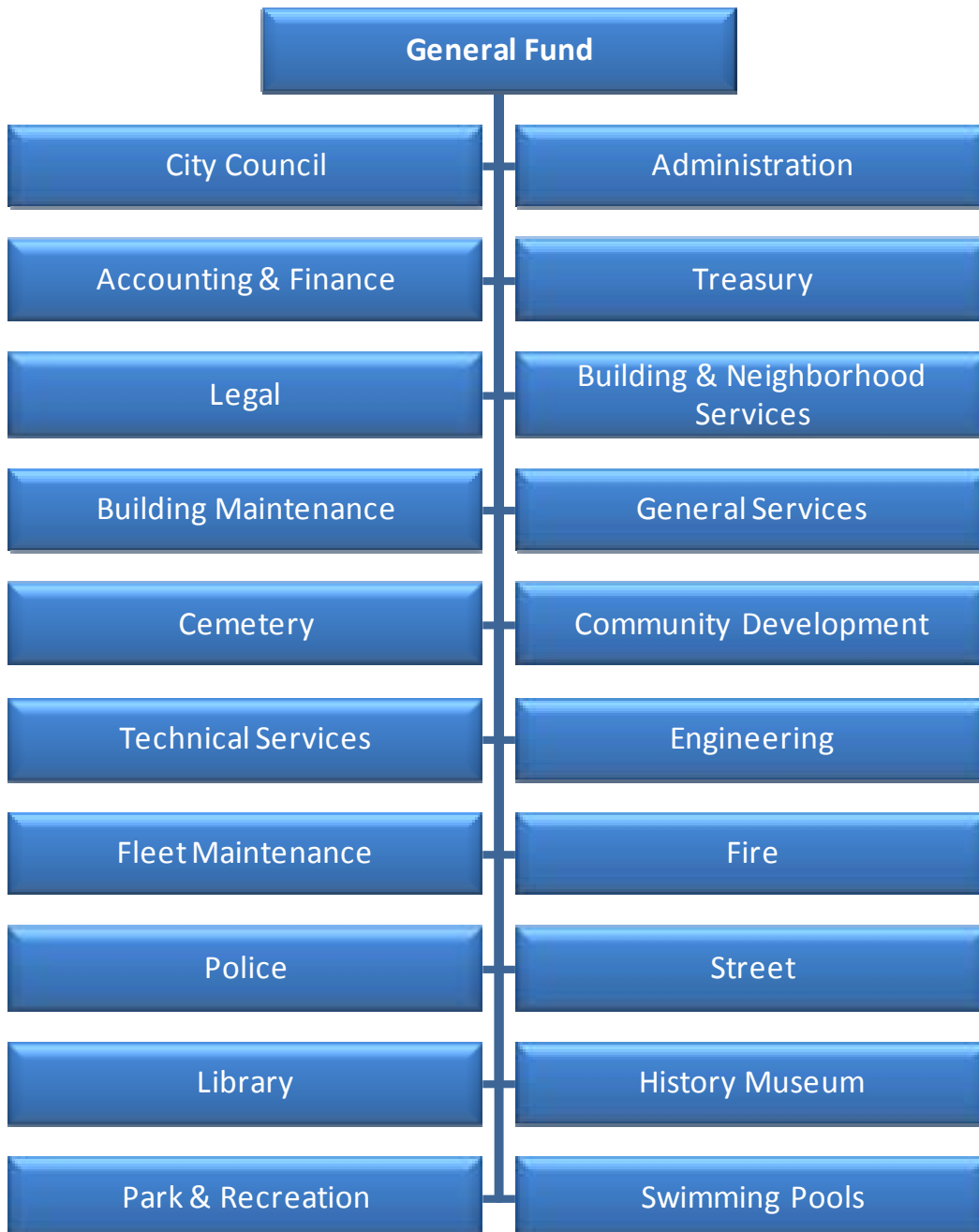
Bartlesville Municipal Authority – The Bartlesville Municipal Authority was created originally to finance projects and developments for the City’s water and wastewater utilities. The Authority’s purpose has recently been expanded to include financing of certain street projects. The formation of this 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***

2011-12 Operating Budget

Fund Structure Charts

## General Fund:



**CITY OF BARTLESVILLE**  
2011-12 Operating Budget  
Fund Structure Charts  
(continued)

Special Revenue Funds:



# CITY OF BARTLESVILLE

2011-12 Operating Budget

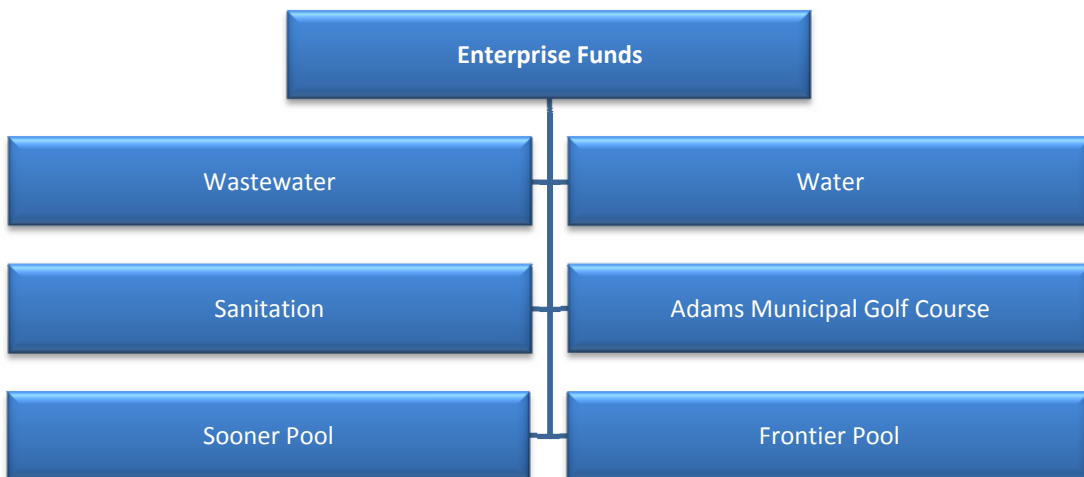
Fund Structure Charts

(continued)

## Capital Project Funds:



## Enterprise Funds:



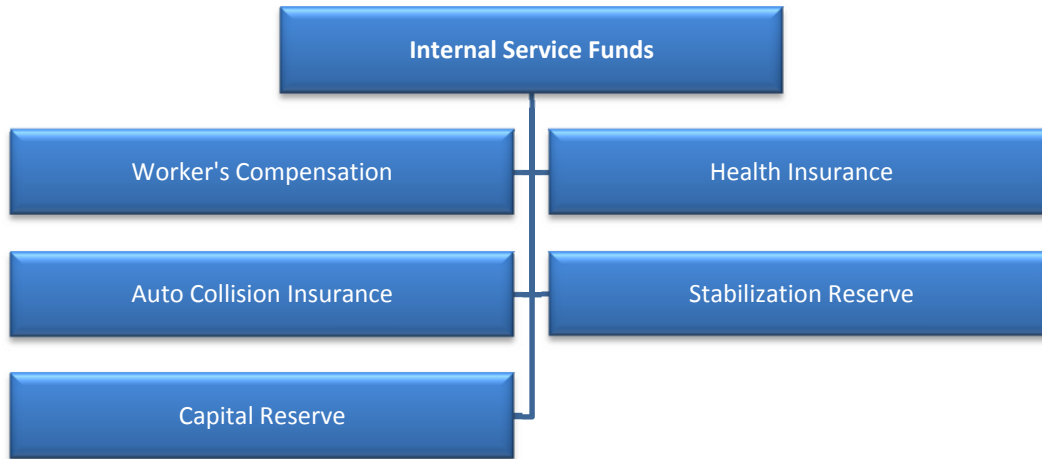
**CITY OF BARTLESVILLE**

2011-12 Operating Budget

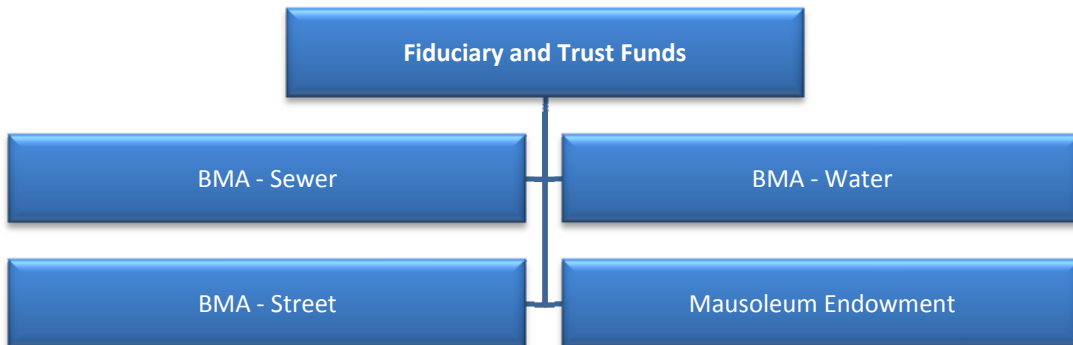
Fund Structure Charts

(continued)

Internal Service Funds:



Fiduciary and Trust Funds:





# ***CITY OF BARTLESVILLE***

## 2011-12 Operating Budget Budget Calendar

<b><u>TARGET DATE</u></b>	<b><u>ACTIVITY</u></b>
March 7	Distribute Budget Preparation Packets to Directors
March 7	Directors verify personnel and line estimates
March 7 - April 4	Directors prepare budget requests and submit to Finance Director
April 11 - April 15	Directors Budget Meetings with City Manager
May 18	Submit Proposed Budget to City Council
May 23 - May 24	City Council Consideration of Budget
May 25	Publish Budget Summary and Notice of Public Hearing (actual publish date will be Sunday, May 30)
June 6	Public Hearing on Budget as required by law
June 6	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

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# FINANCIAL SUMMARY



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***CITY OF BARTLESVILLE***  
**2011-12 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 2005-06 to 2009-10 is presented below.

<u>REVENUESOURCE</u>	<u>TOTAL</u>	<u>AVERAGE</u>	<u>AVERAGE %</u>
General Sales Tax	76,846,674	15,369,335	37.1%
Water Utility Fees	41,131,621	8,226,324	19.9%
Sanitation Utility Fees	19,237,321	3,847,464	9.3%
Wastewater Utility Fees	17,234,293	3,446,859	8.3%
Ad Valorum	13,874,876	2,774,975	6.7%
Fees (Other Than Utilities)	8,682,918	1,736,584	4.2%
Franchise Fees	8,148,316	1,629,663	3.9%
Investment Earnings	7,124,368	1,424,874	3.4%
Court Fines & Fees	3,902,769	780,554	1.9%
Hotel/Motel	2,066,714	413,343	1.0%
E911	2,083,277	416,655	1.0%
Licenses & Permits	1,249,408	249,882	0.6%
Donations	1,105,488	221,098	0.6%
County Motor Vehicle Tax	1,238,206	247,641	0.6%
Cigarette Tax	1,084,283	216,857	0.5%
Miscellaneous	1,230,107	246,021	0.6%
Fuel Tax	342,607	68,521	0.2%
State Alcohol Tax	439,938	87,988	0.2%
<b>TOTAL</b>	<b><u>207,023,184</u></b>	<b><u>41,404,638</u></b>	<b><u>100.0%</u></b>

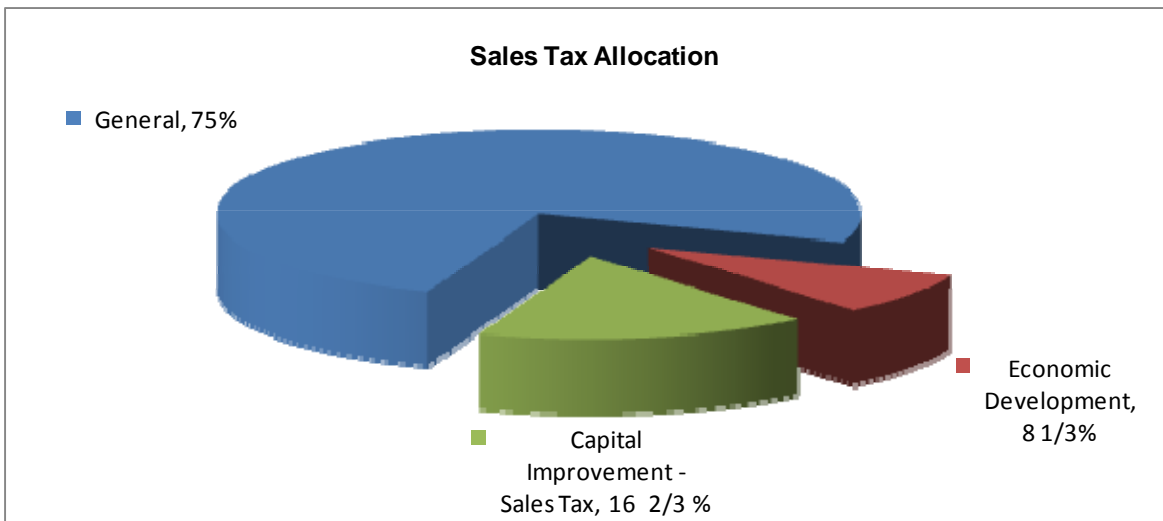
These revenue sources are used in conjunction with the residual fund equities to determine the amount available for operations. The top five revenue sources on average make up 81.3% of the total external recurring revenue used by the City to fund its operations. An analysis of these major sources of recurring revenue is presented in the following sections.

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Description of Major Revenue Sources  
 (continued)

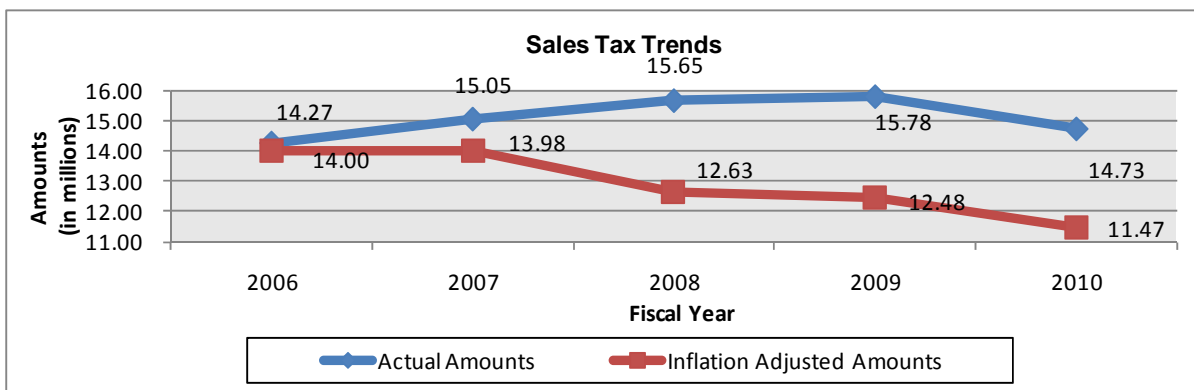
(All amounts in the following sections for the fiscal year 2010-11 consist of actual amounts as of March 31, 2011 projected to June 30, 2011.)

**SALES TAX**

The 3% municipal sales tax has been and continues to be Bartlesville’s largest source of recurring revenue, accounting for, on average, 37.1% 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 %).



Through the end of fiscal year 2009-10, sales tax receipts have shown a sharp decrease of over \$1MM. Prior to this decline, the City had enjoyed an extended period of growth in one of its most important revenue sources. However, even this period of growth is reversed when the effects of inflation are accounted for as shown in the chart below.



**CITY OF BARTLESVILLE**  
 2011-12 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>
2007	15,049,611	
2008	15,646,299	3.96%
2009	15,778,877	0.85%
2010	14,725,587	(6.68%)
2011	15,275,700	3.74%
<b>Total</b>	<b><u>76,476,074</u></b>	<b><u>1.87%</u></b>
<b>Average</b>	<b><u>15,295,215</u></b>	<b><u>0.47%</u></b>

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 recent local retail sales decline that appears to be linked to the nation's slowly recovering economy. While this period of depressed receipts has reversed in recent months, the uncertain future of our Nation's and the world's economy make this recent trend difficult to rely upon.

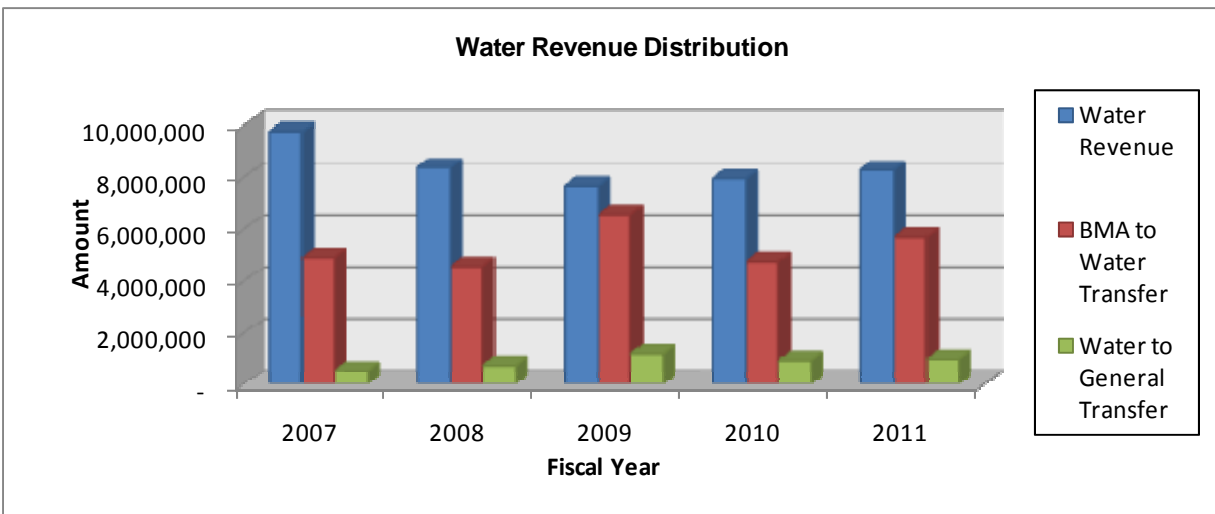
At this point last year, the large scale issues that accompanied the recession had greatly affected our local economy. In keeping with the City's policy of conservative revenue projections, the calculated sales tax growth of 0.47% has been modified to a flat projection for fiscal year 2011-12. The City believes this to be a more realistic and conservative expectation in light of the events discussed above.

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Description of Major Revenue Sources  
 (continued)

The amount of sales tax revenue to be budgeted for fiscal year 2011-2012 is \$15,275,700. This amount will be available to the following funds based on the percentages previously discussed. The General Fund will receive \$11,457,587, the Capital Improvement – Sales Tax Fund will receive \$2,545,399, and the Economic Development Fund will receive \$1,272,714.

WATER UTILITY REVENUES

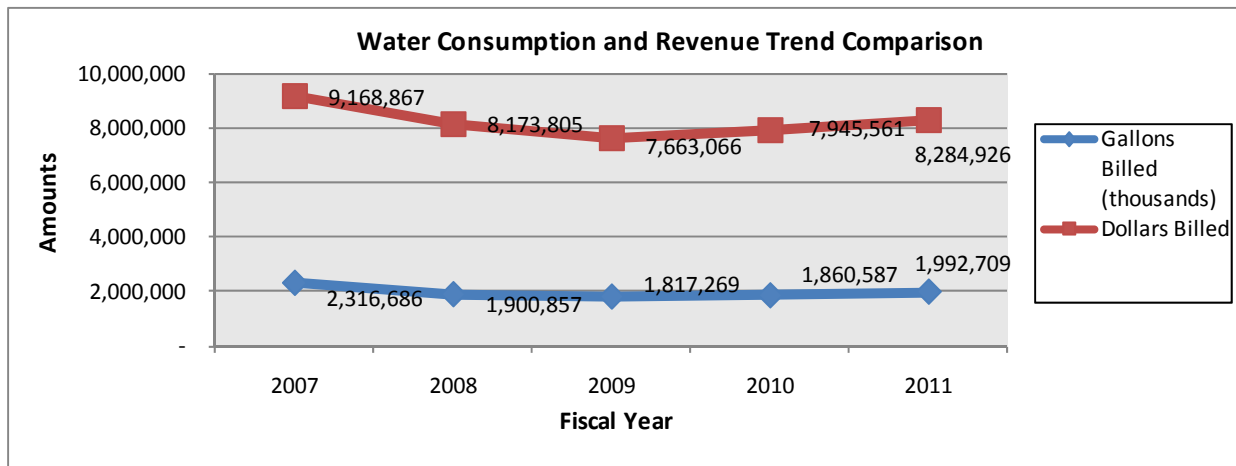
The revenues received from the City of Bartlesville’s water utilities are the City’s second largest source of revenue, accounting for, on average, 19.9% of all external recurring revenues. These revenues are pledged to provide debt service on a portion of the Bartlesville Municipal Authority’s (“BMA”) 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.





**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Description of Major Revenue Sources  
 (continued)

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.



**Water 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>
2007	2,316,686		9,168,867	
2008	1,900,857	(17.95%)	8,173,805	(10.85%)
2009	1,817,269	(4.40%)	7,663,066	(6.25%)
2010	1,860,587	2.38%	7,945,561	3.69%
2011	1,992,709	7.10%	8,284,926	4.27%
<b>Total</b>	<b>9,888,108</b>	<b>(12.87%)</b>	<b>41,236,225</b>	<b>(9.14%)</b>
<b>Average</b>	<b>1,977,622</b>	<b>(3.22%)</b>	<b>8,247,245</b>	<b>(2.29%)</b>

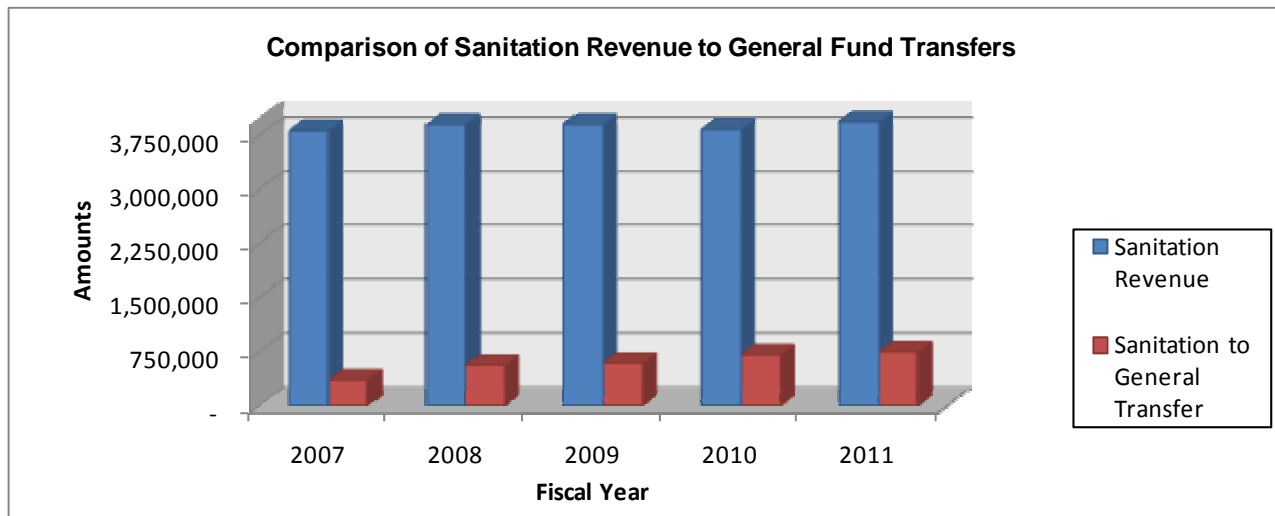
***CITY OF BARTLESVILLE***  
 2011-12 Operating Budget  
 Description of Major Revenue Sources  
 (continued)

The City of Bartlesville 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 scenarios. However, given the current short term trend of deepening declines, we have chosen to conservatively estimate water usage for fiscal year 2010-11 by the trend indicated decrease of 3.22%.

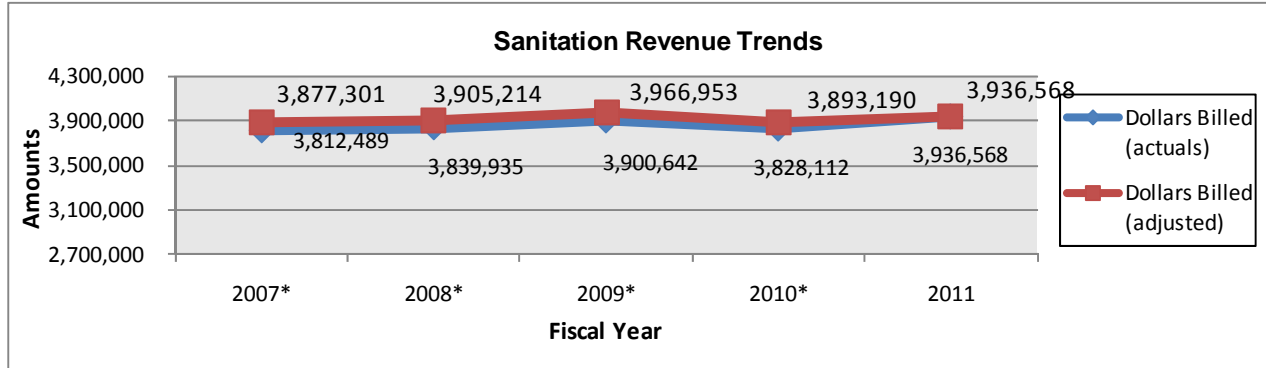
The negative growth factor of 3.22% was applied to the projected 2010-11 fiscal year water usage to calculate the estimated revenue base of 1,932,927,730 gallons. This amount was multiplied by the current rate that will still be in effect as of July 1, 2011. The resulting amount of \$8,145,434 is the 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, 9.3% of all external recurring revenues; which makes it the third largest source of revenue for the City.



**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Description of Major Revenue Sources  
 (continued)



**Sanitation Utility Revenue Estimate  
 Trend Analysis Method**

<u>Fiscal Year</u>	<u>Percent</u>		<u>Percent</u>	
	<u>Dollars Billed (actuals)</u>	<u>Increase (Decrease)</u>	<u>Dollars Billed (adjusted)</u>	<u>Increase (Decrease)</u>
2007*	3,812,489		3,877,301	
2008*	3,839,935	0.72%	3,905,214	0.72%
2009*	3,900,642	1.58%	3,966,953	1.58%
2010*	3,828,112	(1.86%)	3,893,190	(1.86%)
2011	3,936,568	2.83%	3,936,568	1.11%
<b>Total</b>	<b>19,317,746</b>	<b>3.27%</b>	<b>19,579,226</b>	<b>1.55%</b>
<b>Average</b>	<b>3,863,549</b>	<b>0.82%</b>	<b>3,915,845</b>	<b>0.39%</b>

\* 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.

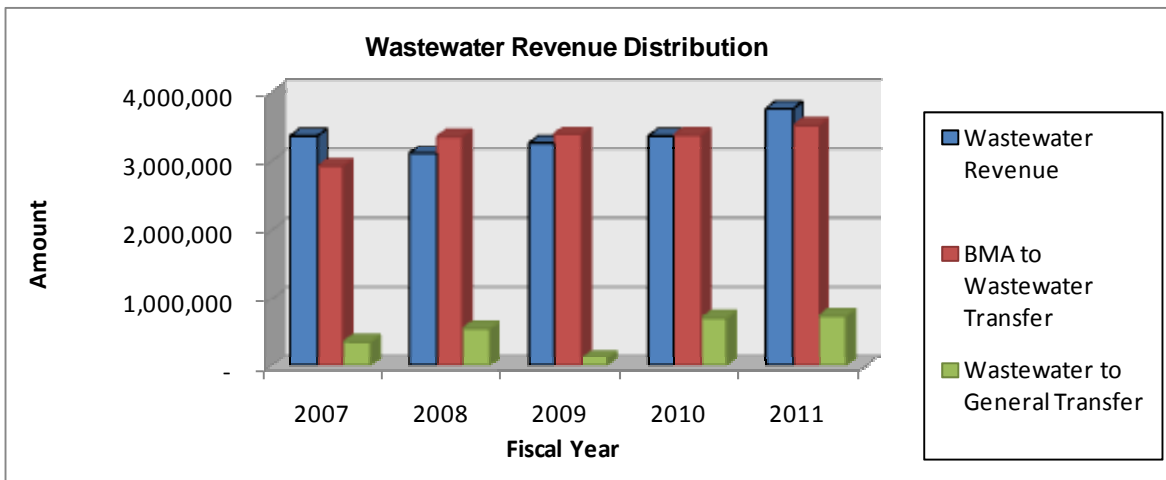
Due to an increase and restructuring of rates for commercial customers, the amounts billed have been adjusted to assume that the rate increases were in effect for the entire five year period. The adjusted column removes the impact of the rate increase and allows for an analysis of the true trend in our sanitation revenues. This adjusted analysis indicates only moderate increases for these years. The resulting average increase of 0.39% has not been applied due to the phase in of the restructured commercial rates. Instead a 7.75% increase has been added to the actual amount received in 2009-10 to estimate the amounts of the additional revenues to be provided by our new commercial rate structure. This results in \$4,178,767 for the 2011-12 fiscal year sanitation revenues.

**CITY OF BARTLESVILLE**  
 2011-12 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, 8.3% 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.

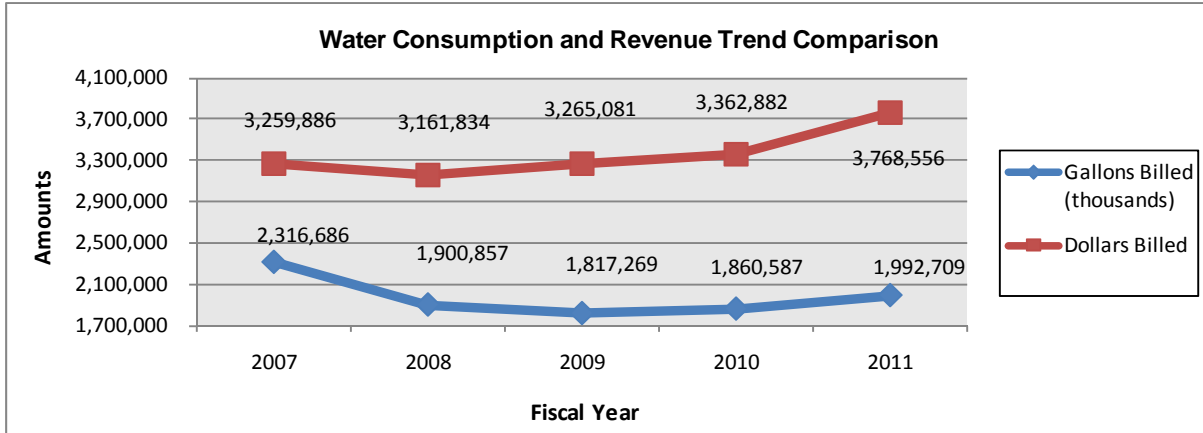
The amounts needed to fund the operations of the City’s wastewater utility are transferred back to the City operated wastewater utility fund. From there, the revenues are used to fund the operation, maintenance, and improvement of the City’s wastewater utility and also to provide operating transfers 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 several times between 2006-07 and 2009-10. There was a 10% rate increase on all sewer related rates that was imposed July 1, 2006. The City also implemented the first of a series of planned increases effective July 1, 2009 with a 7% rate increase. The second phase of these increases was effective on July 1, 2010 with an estimated 6% rate increase. The City originally planned to increase rates again effective July 1, 2011 but has instead elected to await the results of the Wastewater Long Term Capital Plan. This plan will establish ongoing funding requirements for capital replacement and will allow the City to set rates at an appropriate level to provide for operations and capital replacement needs.

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Description of Major Revenue Sources  
 (continued)

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.



**Sewer Utility Revenue Estimate  
 Trend Analysis Method**

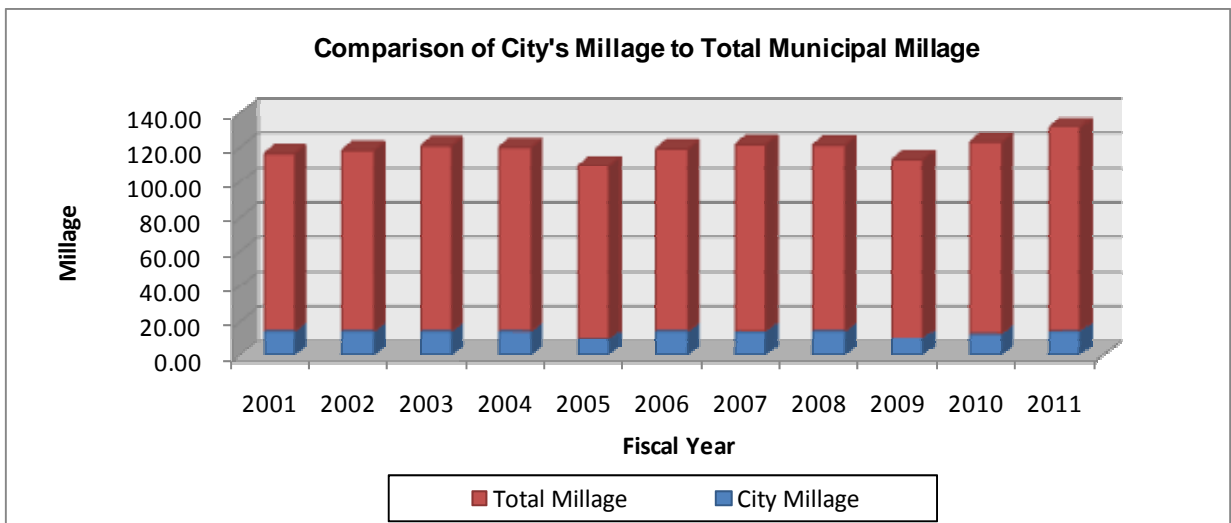
<b>Fiscal Year</b>	<b>Gallons Billed (thousands)</b>	<b>Percent Increase (Decrease)</b>	<b>Dollars Billed</b>	<b>Percent Increase (Decrease)</b>
2007	2,316,686		3,259,886	
2008	1,900,857	(17.95%)	3,161,834	(3.01%)
2009	1,817,269	(4.40%)	3,265,081	3.27%
2010	1,860,587	2.38%	3,362,882	3.00%
2011	1,992,709	7.10%	3,768,556	12.06%
<b>Total</b>	<b>9,888,108</b>	<b>(12.87%)</b>	<b>16,818,239</b>	<b>15.32%</b>
<b>Average</b>	<b>1,977,622</b>	<b>(3.22%)</b>	<b>3,363,648</b>	<b>3.83%</b>

***CITY OF BARTLESVILLE***  
 2011-12 Operating Budget  
 Description of Major Revenue Sources  
 (continued)

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 3.22% that was used for water revenues was applied to the wastewater usage. For the budget year a 3.22% decrease was applied to the projected 2010-11 fiscal year water usage to calculate the estimated revenue base of 1,932,927,730 gallons. This resulted in the amount of \$3,655,494 as the estimated wastewater utility revenue for the City of Bartlesville.

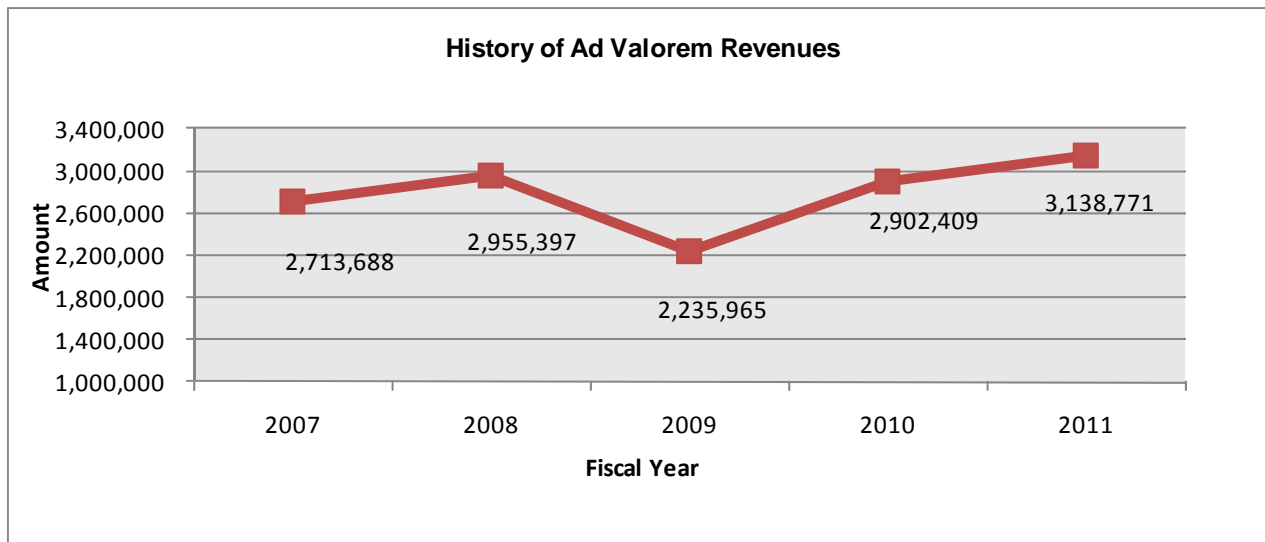
AD VALOREM

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.



**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Description of Major Revenue Sources  
 (continued)

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, 6.6% of total external recurring revenue.



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.

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Description of Major Revenue Sources  
 (continued)

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 2011-12 is considered to be the actual amount necessary to levy.

**Ad Valorem Revenue Estimate**  
**Debt Service Requirements Estimation Method**

<u>Bond Issue/Purpose</u>	<u>Principal Requirement</u>	<u>Interest Requirement</u>	<u>Total Requirement</u>
2010 Combined Purpose Bonds		80,875	80,875
2009 Combined Purpose Bonds	330,000	81,248	411,248
2008B Combined Purpose Bonds	220,000	54,815	274,815
2008A Combined Purpose Bonds	440,000	98,260	538,260
2007 Combined Purpose Bonds	500,000	105,250	605,250
2005 Combined Purpose Bonds	500,000	73,000	573,000
2002 Combined Purpose Bonds	420,000	18,060	438,060
2001 Combined Purpose Bonds	360,000	6,660	366,660
Judgement	<u>129,875</u>	<u>-</u>	<u>129,875</u>
<b>Totals</b>	<b><u>2,899,875</u></b>	<b><u>518,168</u></b>	3,418,043
	Add: Financial Agent Fees		<u>2,600</u>
	<b>Balance to Levy</b>		<b><u>3,420,643</u></b>



# ***CITY OF BARTLESVILLE***

## 2011-12 Operating Budget All Funds Personnel Summary

<b>PERSONNEL COUNTS BY FUND &amp; DEPARTMENT</b>	<b>2009-10 ACTUAL FTEs</b>	<b>2010-11 BUDGETED FTEs</b>	<b>2010-11 ACTUAL FTEs</b>	<b>2011-12 BUDGETED FTEs</b>
General Fund:				
Administration	4.5	4.5	5	5
Accounting and Finance	15.75	15.75	15.75	15.75
Legal	2	2	2	2
Building and Neighborhood Service	10	10	6.5	6.5
Building Maintenance	8	8	8	8
Cemetery	1	1	1	1
Community Development	4	4	3	3
Engineering	9	9	9	9
Fleet Maintenance	5	4	4.5	4.5
Fire	71	68	67	70
Police	69	68	63	66
Street	13.5	11	11	11
Library	18.165	18.351	16.567	17.567
History Museum	4.695	3.945	3.945	3.945
Park and Recreation	13	9.25	8.5	8.5
Swimming Pools	NA	NA	NA	NA
<i>Total General Fund</i>	<b>248.61</b>	<b>236.796</b>	<b>224.762</b>	<b>231.762</b>
E-911 Fund:				
Emergency Dispatch	12	12	12	12
Special Library:				
Library	1	1	1	0
Special Museum:				
Museum	0	0.5	0.5	0.5
Memorial Stadium Operating Fund:				
Doenges Memorial Stadium	0.5	0.5	0.5	0.5
Wastewater Fund:				
Wastewater Maintenance	11	11	11	11
Water Fund:				
Water Plant	14	15	15	15
Water Administration	3	3	3	3
Water Distribution	23	20.5	20.5	20.5
<i>Total Water</i>	<b>40</b>	<b>38.5</b>	<b>38.5</b>	<b>38.5</b>
Sanitation Fund:				
Sanitation	38.5	39	39	39
Golf Course Fund:				
Municipal Golf Course	5	4	3	3
<b>Total Personnel</b>	<b>356.61</b>	<b>343.296</b>	<b>330.262</b>	<b>336.262</b>

As explained more fully in the City Manager's Letter earlier in this document, there were 6 additional positions added to this budget and a number of vacant positions that were not refilled. The end result is a net decrease of 7.034 FTEs from FY 2010-11 to FY 2011-12.

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 All Funds Capital Expenditures Summary

<b>EXPENDITURES BY FUND &amp; DEPARTMENT</b>	<b>2011-12 BUDGETED CAPITAL EXPENDITURES</b>
Golf Course Memorial Fund:	
Municipal Golf Course	120,000
COPS Grant Fund:	
Police	560,000
Cemetery Perpetual Care Fund:	
Cemetery	87,990
CIP - Sales Tax Fund:	
General Services	525,000
Community Development	193,987
Tech Services	8,000
Engineering	49,500
Police	528,250
Emergency Dispatch	87,000
Storm Sewer	635,000
Street	2,656,500
Park and Recreation	1,085,000
CWWTP	100,000
<i>Total CIP - Sales Tax</i>	<b>5,868,237</b>
CIP - Park & Recreation Fund:	
Park and Recreation	195,555
CIP - Wastewater Fund:	
Wastewater Maintenance	150,000
CIP - Wastewater Regulatory Fund:	
Wastewater Treatment Plant	2,202,000
Wastewater Maintenance	275,000
<i>Total CIP - Wastewater Regulatory</i>	<b>2,477,000</b>
2005 GO Bond Fund:	
General Services	283,797
Tech Services	62,122
<i>Total 2005 GO Bond</i>	<b>345,919</b>
2007 GO Bond Fund:	
Street	15,000
2008A GO Bond Fund:	
Storm Sewer	5,000
Street	15,000
<i>Total 2008A GO Bond</i>	<b>20,000</b>
2009 GO Bond Fund:	
Street	1,655,000
2010 GO Bond Fund:	
Street	3,998,000
Wastewater Fund:	
Chickasaw Wastewater Treatment Plant	242,650
Wastewater Maintenance	569,440
<i>Total Wastewater</i>	<b>812,090</b>
Water Fund:	
Water Plant	80,450
Water Distribution	667,371
<i>Total Water</i>	<b>747,821</b>
Sanitation Fund:	
Sanitation	1,461,074
	<b>\$ 18,398,686</b>

***CITY OF BARTLESVILLE***  
**2011-12 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.

<u>Fund</u>	<u>Dept</u>	<u>Title</u>	<u>Amount</u>	<u>Description</u>
2005 G.O. Bond Fund	General	City Hall Energy Efficiency Improvements	\$ 283,797	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	\$ 96,379	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 technology.
2009 G.O. Bond Fund	Street	Frank Phillips Rehab	\$ 1,630,000	Improvements to Frank Phillips Boulevard from Highway 75 to Madison Ave.
2010 G.O. Bond Fund	Street	Tuxedo Rehab	\$ 1,500,000	Improvements to Tuxedo from Madison to Bison
2010 G.O. Bond Fund	Street	Silver Lake Road Extension	\$ 2,200,000	Silver Lake Road will be extended from Frank Phillips north to Tuxedo Boulevard. This extension should further alleviate some traffic congestion on Highway 75 between these two cross streets.
2010 G.O. Bond Fund	Street	Howard Ave Rehab	\$ 250,000	Improvements to Howard Ave from Kentucky to Tuxedo.
CIP - Sales Tax	General	City Hall Energy Efficiency Improvements	\$ 350,000	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 development plan (professional services)
CIP - Sales Tax	Parks	Phase II Robinwood Park	\$ 550,000	Renovation of south fields, parking and Bathroom facility.
CIP - Sales Tax	Parks	Pathfinder Improvements	\$ 125,000	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 this lake into a true fishing lake.
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 the new facility.
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 the new facility.

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**All Funds Capital Expenditures Summary**  
**(continued)**

<b>Fund</b>	<b>Dept</b>	<b>Title</b>	<b>Amount</b>	<b>Description</b>
CIP - Sales Tax	Storm Sewer	Hillcrest Heights Drainage-Phase II	\$ 135,000	Miscellaneous drainage improvements to the Hillcrest Heights area.
CIP - Sales Tax	Street	Lights/Landscape Dewey 2nd-4th	\$ 300,000	Install new street lights and replace landscaping on Dewey between 2nd and 4th in accordance with downtown masterplan.
CIP - Sales Tax	Street	Kane Hill Realignment	\$ 950,000	Realignment of the intersection of Price and Hillcrest.
CIP - Sales Tax	Street	Bison Rd Rehab	\$ 400,000	Local match with ODOT to widen Bison Rd between Adams and Tuxedo.
CIP - Sales Tax	Street	Cherokee Drive Resurfacing	\$ 167,500	Resurfacing of Cherokee between 20th and 14th
CIP - Sales Tax	Wastewater Plant	Chickasaw Wastewater Treatment Plant Renovations	\$ 100,000	This project will remediate mold in the existing facility and provide for renovation to help prevent a recurrence of these prior problems.
Wastewater Fund	Wastewater Plant	Final Floating Clarifier	\$ 135,000	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 Fund	CWWTP	Wastewater Treatment facility design	\$ 2,262,000	This project is for the engineering and design of wastewater treatment facility.
Water Fund	Water Distr	Circle Mountain Water Line	\$ 376,800	Repair and replacement of Circle Mountain Water Lines.
Total			<b><u><u>\$ 12,651,476</u></u></b>	

***CITY OF BARTLESVILLE***  
2011-12 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 six new auto-loading packer trucks. 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. The City recently engaged a firm to evaluate our sanitation rate structure and assist in scaling the size of our operations. The result was a series of recommendations that were either implemented in fiscal year 2010-11 or will be implemented during the course of fiscal year 2011-12 involving increasing commercial sanitation rates, restructuring residential rates to fit the new multi-sized cart system, and beginning the purchase of the equipment necessary to complete the transition.

The result of a polycart system implementation will be a decrease in operating costs of \$284,641. This reduction is offset to some degree by a higher capital replacement amount. The City will need to set aside an estimated \$178,649 more in capital replacement funds under the new system when compared to our current collection system. However, this should still result in an annual savings of more than \$100,000.

The correction of commercial rates so that they will fully recover the cost of their service, combined with the implementation of the new system, will allow the City to offer slight rate reductions to all residential sanitation customers. The new rate system will also be tiered, so that customers choosing a smaller cart will receive an even greater rate reduction. The combination of these events will bring a high degree of parity and accountability to the rate levels being charged for each type of account in addition to the annual savings.

***CITY OF BARTLESVILLE***  
2011-12 Operating Budget  
Debt Service Calculations and Information

The City of Bartlesville and its component unit, the Bartlesville Municipal Authority (BMA), will have fourteen debt issues outstanding as of July 1, 2011. 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%.

**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%.

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Debt Service Calculations and Information  
 (continued)

**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%.

**2009 Combined Purpose Bonds - \$3,000,000**

The 2009 bonds are due in annual installments of \$330,000 with a final payment of \$360,000 due on December 1, 2019. The bonds pay semi-annual interest at rates varying from 2.00% to 4.90%.

**2010 Combined Purpose Bonds - \$5,000,000**

The 2010 bonds are due in annual installments of \$710,000 with a final payment of \$740,000 due on Dec 1, 2018. The bonds pay semi-annual interest at rates varying from .75% to 2.15%.

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:

<b>General Obligation Bonds Debt Service Requirements</b>			
<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2012	2,770,000	518,168	3,288,168
2013	2,700,000	424,630	3,124,630
2014	2,700,000	353,073	3,053,073
2015	2,700,000	277,530	2,977,530
2016	2,200,000	200,903	2,400,903
2017	2,200,000	141,828	2,341,828
2018	1,740,000	78,983	1,818,983
2019	1,310,000	29,311	1,339,311
2020	36,000	5,850	41,850
<b>Grand Total</b>	<b><u>18,356,000</u></b>	<b><u>2,030,276</u></b>	<b><u>20,386,276</u></b>

***CITY OF BARTLESVILLE***  
2011-12 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 in any given fiscal year. 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***  
2011-12 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 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%.

**Drinking Water SRF Series 2009 - \$7,620,000**

The 2009 revenue bonds are currently being used to fund various water system improvements that are expected to be completed in the Spring of 2011. The note calls for interim principal payments of \$152,400 due semiannually starting March 15, 2011 with interest payments due semiannually starting March 15, 2010. The bonds have an interest rate of 3.27%. This note is also eligible for up to \$2,000,000 in debt forgiveness through an ARRA program, and the City expects that the final principal balance of the note will be close to \$5.6 million. These figures are used to calculate the debt service requirements below.

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 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**  
 2011-12 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>
2012	1,465,290	1,726,290	3,191,580
2013	1,515,177	1,673,249	3,188,426
2014	1,570,225	1,618,302	3,188,527
2015	1,625,439	1,561,244	3,186,683
2016	1,320,825	1,505,491	2,826,316
2017	1,366,389	1,457,971	2,824,360
2018	1,412,136	1,408,703	2,820,839
2019	1,468,073	1,357,585	2,825,658
2020	1,519,205	1,304,413	2,823,618
2021	1,575,540	1,249,182	2,824,722
2022	1,632,084	1,191,787	2,823,871
2023	1,665,710	1,132,269	2,797,979
2024	1,697,692	1,070,325	2,768,017
2025	1,715,979	1,006,667	2,722,646
2026	1,778,429	940,469	2,718,898
2027	1,856,124	871,778	2,727,902
2028	1,887,054	818,244	2,705,298
2029	1,987,285	726,196	2,713,481
2030	2,070,767	649,289	2,720,056
2031	2,149,528	569,268	2,718,796
2032	2,233,579	486,221	2,719,800
2033	2,317,927	399,943	2,717,870
2034	2,407,585	310,326	2,717,911
2035	2,497,560	217,263	2,714,823
2036	2,597,869	120,646	2,718,515
2037	1,170,000	22,874	1,192,874
<b>Grand Total</b>	<b><u>46,503,471</u></b>	<b><u>25,395,995</u></b>	<b><u>71,899,466</u></b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Current and Prior Years' Revenue Summary by Fund Type

<b>FUND &amp; SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 APPROVED</b>
<b>GENERAL FUND</b>				
<b>General Fund:</b>				
Sales Tax	\$ 11,044,190	\$ 10,716,843	\$ 11,457,587	\$ 11,457,587
Hotel-Motel Tax	216,202	206,700	222,794	212,700
Franchise Tax	1,492,630	1,463,300	1,569,562	1,575,700
Licenses & Permits	223,017	213,000	232,855	226,100
Intergovernmental	561,950	561,421	654,560	642,029
Charges for Services	458,293	411,326	457,550	400,000
Fines and Forfeits	765,206	764,600	750,390	757,500
Interest and Investment Income	111,041	120,800	81,165	81,100
Donations and Miscellaneous	171,404	114,700	165,503	56,600
Transfers In	2,374,290	2,488,660	2,488,660	2,481,657
<b>Total General Fund</b>	<b>\$ 17,418,223</b>	<b>\$ 17,061,350</b>	<b>\$ 18,080,626</b>	<b>\$ 17,890,973</b>
<b>SPECIAL REVENUE FUNDS</b>				
<b>Economic Development Fund:</b>				
Sales Tax	\$ 1,227,132	\$ 1,187,386	\$ 1,272,714	\$ 1,272,714
Hotel-Motel Tax	142,174	136,500	149,297	142,500
Cigarette Tax	17,066	16,158	18,327	-
Interest and Investment Income	30,492	29,430	28,533	28,500
Donations and Miscellaneous	209,619	-	-	-
<b>Total Economic Development</b>	<b>\$ 1,626,483</b>	<b>\$ 1,369,474</b>	<b>\$ 1,468,871</b>	<b>\$ 1,443,714</b>
<b>E-911 Fund:</b>				
E-911 Service Tax	\$ 207,899	\$ 205,700	\$ 193,261	\$ 193,200
E-911 Wireless Fee	236,040	239,500	242,557	247,400
Charges for Services	2,400	2,400	2,400	2,400
Interest and Investment Income	596	150	202	100
Transfers In	157,635	212,908	212,908	319,519
<b>Total E-911</b>	<b>\$ 604,570</b>	<b>\$ 660,658</b>	<b>\$ 651,328</b>	<b>\$ 762,619</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Current and Prior Years' Revenue Summary by Fund Type  
 (continued)

<b>FUND &amp; SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 APPROVED</b>
<b>Special Library Fund:</b>				
Intergovernmental	\$ 33,339	\$ 25,500	\$ 32,028	\$ 27,500
Interest and Investment Income	6,280	6,120	3,999	3,510
Donations and Miscellaneous	33,824	14,770	10,285	31,000
Transfers In	47,779	40,000	51,463	40,000
Total Special Library	<u>\$ 121,222</u>	<u>\$ 86,390</u>	<u>\$ 97,775</u>	<u>\$ 102,010</u>
<b>Special Museum Fund:</b>				
Interest and Investment Income	\$ 265	\$ 200	\$ 593	\$ 500
Donations and Miscellaneous	8,728	-	10,573	-
Transfers In	31,500	42,516	42,516	40,000
Total Special Museum	<u>\$ 40,493</u>	<u>\$ 42,716</u>	<u>\$ 53,682</u>	<u>\$ 40,500</u>
<b>Municipal Airport Fund:</b>				
Intergovernmental	\$ 36,630	\$ -	\$ -	\$ -
Interest and Investment Income	46,353	45,810	23,318	17,475
Total Municipal Airport	<u>\$ 82,983</u>	<u>\$ 45,810</u>	<u>\$ 23,318</u>	<u>\$ 17,475</u>
<b>Restricted Donations Fund:</b>				
Interest and Investment Income	\$ 11,885	\$ -	\$ 751	\$ -
Donations and Miscellaneous	57,645	-	42,940	-
Total Restricted Donations	<u>\$ 69,530</u>	<u>\$ -</u>	<u>\$ 43,691</u>	<u>\$ -</u>
<b>Golf Course Memorial Fund:</b>				
Charges for Services	\$ -	\$ -	\$ -	\$ 20,000
Interest and Investment Income	54	-	31	-
Donations and Miscellaneous	2,338	38,205	40,840	100,000
Total Golf Course Memorial	<u>\$ 2,392</u>	<u>\$ 38,205</u>	<u>\$ 40,871</u>	<u>\$ 120,000</u>
<b>JAG Fund:</b>				
Intergovernmental	\$ 68,954	\$ 10,037	\$ 18,939	\$ -
Interest and Investment Income	874	1,000	571	500
Donations and Miscellaneous	-	9,000	9,000	-
Total JAG	<u>\$ 69,828</u>	<u>\$ 20,037</u>	<u>\$ 28,510</u>	<u>\$ 500</u>
<b>COPS Grant Fund:</b>				
Intergovernmental	\$ -	\$ 800,000	\$ 800,000	\$ -
<b>Neighborhood Park Fund:</b>				
Interest and Investment Income	\$ 2,365	\$ 2,250	\$ 1,395	\$ 910
Donations and Miscellaneous	3,445	-	2,175	-
Total Neighborhood Park	<u>\$ 5,810</u>	<u>\$ 2,250</u>	<u>\$ 3,570</u>	<u>\$ 910</u>

# CITY OF BARTLESVILLE

## 2011-12 Operating Budget

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

<i>FUND &amp; SOURCE</i>	<i>2009-10 ACTUAL</i>	<i>2010-11 BUDGET</i>	<i>2010-11 ESTIMATE</i>	<i>2011-12 APPROVED</i>
<b>Cemetery Perpetual Care Fund:</b>				
Charges for Services	\$ 2,212	\$ 3,200	\$ 1,592	\$ 1,100
Interest and Investment Income	2,158	2,070	1,448	1,260
Donations and Miscellaneous	1,709	-	1,579	-
Total Cemetery Perpetual Care	<u>\$ 6,079</u>	<u>\$ 5,270</u>	<u>\$ 4,619</u>	<u>\$ 2,360</u>
<b>Memorial Stadium Fund:</b>				
Interest and Investment Income	\$ 2,060	\$ 1,980	\$ 1,082	\$ 700
Donations and Miscellaneous	19,407	24,900	8,131	8,100
Transfers In	-	-	-	7,127
Total Memorial Stadium	<u>\$ 21,467</u>	<u>\$ 26,880</u>	<u>\$ 9,213</u>	<u>\$ 15,927</u>
<b>Total Special Revenue Funds</b>	<b><u>\$ 2,650,857</u></b>	<b><u>\$ 3,097,690</u></b>	<b><u>\$ 3,225,448</u></b>	<b><u>\$ 2,506,015</u></b>
<b>DEBT SERVICE FUND</b>				
<b>Debt Service Fund:</b>				
Ad Valorem - Current Year	\$ 2,846,533	\$ 3,140,110	\$ 3,064,590	\$ 3,339,459
Ad Valorem - Prior Year	55,877	60,989	74,181	80,834
Transfers In	36,285	-	-	-
Total Debt Service Fund	<u>\$ 2,938,695</u>	<u>\$ 3,201,099</u>	<u>\$ 3,138,771</u>	<u>\$ 3,420,293</u>
<b>CAPITAL PROJECTS FUNDS</b>				
<b>CIP - Sales Tax Fund:</b>				
Sales Tax	\$ 2,454,265	\$ 2,374,895	\$ 2,545,399	\$ 2,545,399
Intergovernmental	34,135	420,221	48,564	189,308
Interest and Investment Income	70,044	67,410	61,574	61,500
Donations and Miscellaneous	14,967	-	111,501	-
Transfer In From BMA General	135,252	-	-	-
Total CIP - Sales Tax	<u>\$ 2,708,663</u>	<u>\$ 2,862,526</u>	<u>\$ 2,767,038</u>	<u>\$ 2,796,207</u>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**Current and Prior Years' Revenue Summary by Fund Type**  
(continued)

<b>FUND &amp; SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 APPROVED</b>
<b>CIP - Park &amp; Recreation Fund:</b>				
Interest and Investment Income	\$ 5,749	\$ 5,670	\$ 3,386	\$ 2,970
Total CIP - Park & Recreation	<u>\$ 5,749</u>	<u>\$ 5,670</u>	<u>\$ 3,386</u>	<u>\$ 2,970</u>
<b>CIP - Wastewater Fund:</b>				
Charges for Services	\$ 55,400	\$ -	\$ 79,022	\$ -
Interest and Investment Income	4,532	450	2,335	1,500
Total CIP - Wastewater	<u>\$ 59,932</u>	<u>\$ 450</u>	<u>\$ 81,357</u>	<u>\$ 1,500</u>
<b>CIP - Wastewater Regulatory Fund:</b>				
Charges for Services	\$ 1,013,874	\$ 1,000,000	\$ 1,105,843	\$ 1,250,000
Interest and Investment Income	20,797	19,890	24,949	19,890
Transfer in from BMA - Water	-	-	-	500,000
Total CIP - Wastewater	<u>\$ 1,034,671</u>	<u>\$ 1,019,890</u>	<u>\$ 1,130,792</u>	<u>\$ 1,769,890</u>
<b>CIP - Storm Sewer Fund:</b>				
Charges for Services	\$ 9,097	\$ -	\$ 192	\$ -
Interest and Investment Income	630	540	465	360
Total CIP - Storm Sewer	<u>\$ 9,727</u>	<u>\$ 540</u>	<u>\$ 657</u>	<u>\$ 360</u>
<b>CDBG Fund:</b>				
Intergovernmental	<u>\$ 22,500</u>	<u>\$ 105,886</u>	<u>\$ 160,421</u>	<u>\$ -</u>
<b>2005 G.O. Bond Fund:</b>				
Interest and Investment Income	\$ 14,123	\$ 14,220	\$ 5,805	\$ 3,480
<b>2007 G.O. Bond Fund:</b>				
Interest and Investment Income	\$ 45,187	\$ 23,310	\$ 17,729	\$ 13,275
Transfers in	52,193	-	-	-
Total 2007 G.O Bond Fund	<u>\$ 97,380</u>	<u>\$ 23,310</u>	<u>\$ 17,729</u>	<u>\$ 13,275</u>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Current and Prior Years' Revenue Summary by Fund Type  
 (continued)

<b>FUND &amp; SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 APPROVED</b>
<b>2008A G.O. Bond Fund:</b>				
Interest and Investment Income	\$ 78,176	\$ 39,105	\$ 30,239	\$ 22,650
Donations and Miscellaneous	-	-	2,500	-
Total 2008A G.O. Bond Fund	<u>\$ 78,176</u>	<u>\$ 39,105</u>	<u>\$ 32,739</u>	<u>\$ 22,650</u>
<b>2008B G.O. Bond Fund:</b>				
Interest and Investment Income	\$ 10,218	\$ -	\$ 228	\$ -
Donations and Miscellaneous	250	-	-	-
Total 2008B G.O. Bond Fund	<u>\$ 10,468</u>	<u>\$ -</u>	<u>\$ 228</u>	<u>\$ -</u>
<b>2009 G.O. Bond Fund:</b>				
Interest and Investment Income	\$ 30,892	\$ 28,440	\$ 38,717	\$ 3,870
Proceeds from Issuance of Debt	3,000,000	-	-	-
Total 2009 G.O. Bond Fund	<u>\$ 3,030,892</u>	<u>\$ 28,440</u>	<u>\$ 38,717</u>	<u>\$ 3,870</u>
<b>2010 G.O. Bond Fund:</b>				
Interest and Investment Income	\$ -	\$ 2,920	\$ 22,653	\$ 16,950
Proceeds from Issuance of Debt	-	5,000,000	5,000,000	-
Total 2010 G.O. Bond Fund	<u>\$ -</u>	<u>\$ 5,002,920</u>	<u>\$ 5,022,653</u>	<u>\$ 16,950</u>
<b>Total Capital Project Funds</b>	<b><u>\$ 7,072,281</u></b>	<b><u>\$ 9,102,957</u></b>	<b><u>\$ 9,261,522</u></b>	<b><u>\$ 4,631,152</u></b>
<b>ENTERPRISE FUNDS</b>				
<b>Wastewater Operating Fund:</b>				
Interest and Investment Income	\$ 2,106	\$ 1,200	\$ 702	\$ 525
Donations and Miscellaneous	83,697	-	78,364	-
Transfers In	3,374,659	3,538,910	3,517,857	4,313,930
Total Wastewater Operating	<u>\$ 3,460,462</u>	<u>\$ 3,540,110</u>	<u>\$ 3,596,923</u>	<u>\$ 4,314,455</u>
<b>Water Operating Fund:</b>				
Interest and Investment Income	\$ 2,005	\$ 810	\$ -	\$ -
Donations and Miscellaneous	42,770	37,900	48,096	41,500
Transfers In	4,780,592	5,696,817	5,642,519	6,400,925
Total Water Operating	<u>\$ 4,825,367</u>	<u>\$ 5,735,527</u>	<u>\$ 5,690,615</u>	<u>\$ 6,442,425</u>
<b>Sanitation Operating Fund:</b>				
Charges for Services	\$ 3,824,277	\$ 3,842,486	\$ 3,922,810	\$ 4,164,264
Interest and Investment Income	32,971	32,130	25,769	23,130
Donations and Miscellaneous	19,165	16,263	14,977	15,704
Total Sanitation Operating	<u>\$ 3,876,413</u>	<u>\$ 3,890,879</u>	<u>\$ 3,963,556</u>	<u>\$ 4,203,098</u>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Current and Prior Years' Revenue Summary by Fund Type  
 (continued)

<b>FUND &amp; SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 APPROVED</b>
<b>Golf Course Operating Fund:</b>				
Charges for Services	\$ 377,108	\$ 361,400	\$ 364,416	\$ 361,600
Interest and Investment Income	2,765	2,610	1,983	1,710
Other Financing Sources	-	597	597	-
Transfers In	117,897	100,348	100,348	54,296
Total Golf Course Operating	<u>\$ 497,770</u>	<u>\$ 464,955</u>	<u>\$ 467,344</u>	<u>\$ 417,606</u>
<b>Sooner Pool Fund:</b>				
Charges for Services	\$ -	\$ 10,800	\$ 10,800	\$ 23,100
Donations and Miscellaneous	-	63,742	63,742	-
Transfers In	-	-	-	26,000
Total Sooner Pool	<u>\$ -</u>	<u>\$ 74,542</u>	<u>\$ 74,542</u>	<u>\$ 49,100</u>
<b>Frontier Pool Fund:</b>				
Charges for Services	\$ -	\$ 39,900	\$ 39,900	\$ 69,000
Transfers In	-	34,000	34,000	68,000
Total Frontier Pool	<u>\$ -</u>	<u>\$ 73,900</u>	<u>\$ 73,900</u>	<u>\$ 137,000</u>
<b>Total Enterprise Funds</b>	<b><u>\$ 12,660,012</u></b>	<b><u>\$ 13,779,913</u></b>	<b><u>\$ 13,866,880</u></b>	<b><u>\$ 15,563,684</u></b>
<b>INTERNAL SERVICE FUNDS</b>				
<b>Worker's Compensation Fund:</b>				
Interest and Investment Income	\$ -	\$ -	\$ 9,971	\$ -
Donations and Miscellaneous	13,988	-	-	-
Contribution from Operate Dept.	417,428	464,093	464,093	516,494
Transfers In	-	-	-	-
Total Worker's Compensation	<u>\$ 431,416</u>	<u>\$ 464,093</u>	<u>\$ 474,064</u>	<u>\$ 516,494</u>
<b>Health Insurance Fund:</b>				
Employee Contributions	\$ 347,153	\$ 340,000	\$ 354,393	\$ 350,000
Retiree Contributions	164,844	165,000	169,407	185,000
Interest and Investment Income	1,847	2,000	3,522	2,000
Reimbursement of Operations	1,892,160	1,894,213	1,894,213	1,858,769
Reimbursement by Contract	82,861	50,000	32,949	30,000
Total Health Insurance	<u>\$ 2,488,865</u>	<u>\$ 2,451,213</u>	<u>\$ 2,454,484</u>	<u>\$ 2,425,769</u>
<b>Auto Collision Fund:</b>				
Transfers In	\$ -	\$ -	\$ -	\$ 300,000
<b>Stabilization Reserve Fund:</b>				
Transfers In	\$ -	\$ -	\$ -	\$ 1,185,717
Total Health Insurance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,185,717</u>



**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Current and Prior Years' Revenue Summary by Fund Type  
 (continued)

<b>FUND &amp; SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 APPROVED</b>
<b>Capital Reserve Fund:</b>				
Transfers In	\$ -	\$ -	\$ -	\$ -
<b>Total Internal Service Funds</b>	<b>\$ 2,920,281</b>	<b>\$ 2,915,306</b>	<b>\$ 2,928,548</b>	<b>\$ 4,427,980</b>
<b>FIDUCIARY FUNDS</b>				
<b>Mausoleum Trust Fund:</b>				
Interest and Investment Income	\$ 442	\$ 360	\$ 156	\$ 90
<b>Total Mausoleum Trust</b>	<b>\$ 442</b>	<b>\$ 360</b>	<b>\$ 156</b>	<b>\$ 90</b>
<b>BARTLESVILLE MUNICIPAL AUTHORITY</b>				
<b>BMA - Wastewater Fund:</b>				
Charges for Services	\$ 3,365,348	\$ 3,426,229	\$ 3,769,106	\$ 3,655,494
Interest and Investment Income	3,337	-	4,114	4,100
Donations and Miscellaneous	6,633	2,500	2,952	1,300
<b>Total BMA - Wastewater</b>	<b>\$ 3,375,318</b>	<b>\$ 3,428,729</b>	<b>\$ 3,776,172</b>	<b>\$ 3,660,894</b>
<b>BMA - Water Fund:</b>				
Charges for Services	\$ 7,943,974	\$ 7,640,264	\$ 8,284,926	\$ 8,145,435
Interest and Investment Income	177,956	194,500	136,407	102,300
Donations and Miscellaneous	10,028	7,600	1,010	1,000
Debt Obligation Proceeds	5,182,845	125,000	1,999,076	-
<b>Total BMA - Water</b>	<b>\$ 13,314,803</b>	<b>\$ 7,967,364</b>	<b>\$ 10,421,419</b>	<b>\$ 8,248,735</b>
<b>BMA - General Fund:</b>				
Interest and Investment Income	\$ 13	\$ -	\$ 306	\$ -
Transfers In	-	51,346	51,346	51,348
<b>Total BMA - Street</b>	<b>\$ 13</b>	<b>\$ 51,346</b>	<b>\$ 51,652</b>	<b>\$ 51,348</b>
<b>Total BMA Funds</b>	<b>\$ 16,690,134</b>	<b>\$ 11,447,439</b>	<b>\$ 14,249,243</b>	<b>\$ 11,960,977</b>
<b>TOTAL REVENUE ALL FUNDS</b>	<b>\$ 62,350,925</b>	<b>\$ 60,606,114</b>	<b>\$ 64,751,194</b>	<b>\$ 60,401,164</b>

# CITY OF BARTLESVILLE

## 2011-12 Operating Budget

### Current and Prior Years' Expenditure Summary by Fund Type

<b>FUND &amp; DEPARTMENT</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 APPROVED</b>
<b>GENERAL FUND</b>				
<b>General Fund:</b>				
City Council	\$ 9,787	\$ 32,611	\$ 31,923	\$ 24,611
Administration	367,050	406,435	427,758	548,833
Accounting and Finance	1,157,184	1,242,492	1,229,513	1,430,947
Legal	134,269	174,231	153,759	151,650
Building & Neighborhood Service	650,989	669,876	604,644	584,752
Building Maintenance	464,480	469,800	470,522	519,692
General Services	867,475	862,795	822,910	924,172
Cemetery	53,207	56,305	55,620	61,473
Community Development	397,552	400,214	364,989	353,260
Technical Services	80,771	47,200	46,072	47,250
Engineering	575,353	585,245	467,943	533,178
Fleet Maintenance	400,795	386,234	407,509	382,263
Fire	4,925,840	4,672,923	4,642,363	5,143,992
Police	4,614,824	4,439,614	4,539,633	4,694,031
Street	1,147,489	1,219,161	995,190	1,196,389
Library	1,044,336	1,110,157	1,085,002	1,188,296
History Museum	159,727	174,383	171,275	174,960
Park and Recreation	779,143	832,134	780,137	733,271
Swimming Pools	85,894	74,350	76,256	-
Transfers Out	275,532	360,018	360,018	1,149,981
Reserves	-	878,629	-	705,419
<b>Total General Fund</b>	<b>\$ 18,191,697</b>	<b>\$ 19,094,807</b>	<b>\$ 17,733,036</b>	<b>\$ 20,548,420</b>
<b>SPECIAL REVENUE FUNDS</b>				
<b>Economic Development Fund:</b>				
Economic Development	\$ 1,060,817	\$ 2,470,444	\$ 991,242	\$ 3,691,184
<b>E-911 Fund:</b>				
Emergency Dispatch	\$ 643,991	\$ 674,473	\$ 649,469	\$ 748,679
Reserves	-	10,275	-	13,940
<b>Total E-911 Fund</b>	<b>\$ 643,991</b>	<b>\$ 684,748</b>	<b>\$ 649,469</b>	<b>\$ 762,619</b>
<b>Special Library Fund:</b>				
Library	\$ 157,923	\$ 128,450	\$ 128,450	\$ 133,250
Reserves	-	723	-	-
	<b>\$ 157,923</b>	<b>\$ 129,173</b>	<b>\$ 128,450</b>	<b>\$ 133,250</b>

# CITY OF BARTLESVILLE

## 2011-12 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 APPROVED</b>
<b>Special Museum Fund:</b>				
Museum	\$ 19,829	\$ 40,200	\$ 28,765	\$ 40,443
<b>Municipal Airport Fund:</b>				
Airport	\$ 3,619,450	\$ 1,714,006	\$ 1,714,006	\$ -
<b>Restricted Donations Fund:</b>				
General Services	\$ -	\$ 5,427	\$ 1,941	\$ 3,399
Community Development	1,570	931	-	189
Fire	6,429	59,231	68,298	3,775
Police	45,109	107,469	92,288	48,565
Park and Recreation	343	45,191	2,324	45,680
Swimming Pools	328,596	1,138	876	4,151
Stadium	-	3,062	-	3,080
Transfers Out	52,193	-	-	-
Total Restricted Donations	<u>\$ 434,240</u>	<u>\$ 222,449</u>	<u>\$ 165,727</u>	<u>\$ 108,839</u>
<b>Golf Course Memorial Fund:</b>				
Municipal Golf Course	\$ 8,439	\$ 41,473	\$ 41,600	\$ 120,000
Transfers Out	6,322	-	-	-
Total Golf Course Memorial	<u>\$ 14,761</u>	<u>\$ 41,473</u>	<u>\$ 41,600</u>	<u>\$ 120,000</u>
<b>JAG Fund:</b>				
Police	\$ 44,000	\$ 48,433	\$ 48,433	\$ 11,340
<b>COPS Grant Fund:</b>				
Police	\$ -	\$ 800,000	\$ -	\$ 800,000
<b>Neighborhood Park Fund:</b>				
Park and Recreation	\$ 5,207	\$ 59,472	\$ -	\$ -
Transfer Out	-	51,346	51,346	51,348
Total Neighborhood Park	<u>\$ 5,207</u>	<u>\$ 110,818</u>	<u>\$ 51,346</u>	<u>\$ 51,348</u>
<b>Cemetery Perpetual Care Fund:</b>				
Cemetery	\$ 6,600	\$ 103,691	\$ 15,000	\$ 87,990
<b>Stadium Operating Fund:</b>				
Doenges Memorial Stadium	\$ 40,857	\$ 68,039	\$ 38,012	\$71,079
Reserves	-	128	-	-
Total Stadium Operating	<u>\$ 40,857</u>	<u>\$ 68,167</u>	<u>\$ 38,012</u>	<u>\$ 71,079</u>
<b>Total Special Revenue Funds</b>	<b><u>\$ 6,047,675</u></b>	<b><u>\$ 6,433,602</u></b>	<b><u>\$ 3,872,050</u></b>	<b><u>\$ 5,878,092</u></b>

# CITY OF BARTLESVILLE

## 2011-12 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 APPROVED</b>
<b>DEBT SERVICE FUND</b>				
<b>Debt Service Fund:</b>				
Judgments	\$ -	\$ 250,000	\$ 7,994	\$ 129,875
2001 Combined Purpose Bonds	361,935	349,725	349,725	366,810
2002 Combined Purpose Bonds	435,316	419,530	419,530	438,360
2005 Combined Purpose Bonds	606,150	590,150	590,150	573,400
2007 Combined Purpose Bonds	643,500	622,500	622,500	605,500
2008A Combined Purpose Bonds	571,165	550,390	550,390	538,510
2008B Combined Purpose Bonds	105,738	284,305	284,305	275,065
2009 Combined Purpose Bonds	125	134,499	134,499	411,748
2010 Combined Purpose Bonds	-	125	125	81,375
<b>Total Debt Service Fund</b>	<b>\$ 2,723,929</b>	<b>\$ 3,201,224</b>	<b>\$ 2,959,218</b>	<b>\$ 3,420,643</b>
<b>CAPITAL PROJECTS FUNDS</b>				
<b>CIP - Sales Tax Fund:</b>				
Building Maintenance	\$ -	\$ 60,000	\$ 58,000	\$ -
General Services	27,395	724,197	337,586	525,000
Community Development	359,240	264,381	70,394	193,987
Tech Services	62,131	28,000	28,000	8,000
Engineering	-	-	-	49,500
Police	-	626,600	202,805	528,250
Emergency Dispatch	-	150,000	63,000	87,000
Storm Sewer	93,618	200,000	151,563	635,000
Street	860,000	2,390,000	519,065	2,656,500
Library	140,312	7,564	8,661	-
Park and Recreation	548,978	1,120,000	1,240,307	1,085,000
Swimming Pools	3,922	-	-	-
Municipal Golf Course	77,868	-	-	-
CWWTP	-	140,000	-	100,000
Water Plant	99,714	-	-	-
Unallocated	207,624	220,027	-	258,246
<b>Total CIP - Sales Tax</b>	<b>\$ 2,480,802</b>	<b>\$ 5,930,769</b>	<b>\$ 2,679,381</b>	<b>\$ 6,126,483</b>
<b>CIP - Park &amp; Recreation Fund:</b>				
Park & Recreation	\$ 15,486	\$ 238,000	\$ -	\$ 195,555
Transfers Out	36,285	-	-	-
Unallocated	-	33,747	-	40,000
<b>Total CIP - Park &amp; Recreation</b>	<b>\$ 51,771</b>	<b>\$ 271,747</b>	<b>\$ -</b>	<b>\$ 235,555</b>
<b>CIP - Wastewater Fund:</b>				
Wastewater Maintenance	\$ 577,649	\$ -	\$ 13,000	\$ 150,000
Unallocated	-	71,259	-	9,736
<b>Total CIP - Wastewater</b>	<b>\$ 577,649</b>	<b>\$ 71,259</b>	<b>\$ 13,000</b>	<b>\$ 159,736</b>

# CITY OF BARTLESVILLE

## 2011-12 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 APPROVED</b>
<b>CIP - Wastewater Regulatory Fund:</b>				
CWWTP	\$ 82,693	\$ 438,300	\$ 351,700	\$ 2,202,000
Wastewater Maintenance	315,822	1,488,902	1,188,095	275,000
Unallocated	-	303,053	-	77,459
Total CIP - Wastewater Regulatory	<u>\$ 398,515</u>	<u>\$ 2,230,255</u>	<u>\$ 1,539,795</u>	<u>\$ 2,554,459</u>
<b>CIP - Storm Sewer Fund:</b>				
Storm Sewer	\$ 606	\$ -	\$ -	\$ 35,000
Unallocated	-	44,721	-	1,377
Total CIP - Storm Sewer	<u>\$ 606</u>	<u>\$ 44,721</u>	<u>\$ -</u>	<u>\$ 36,377</u>
<b>CDBG Fund:</b>				
Community Development	\$ 78,680	\$ -	\$ 54,535	\$ -
Park	105,886	105,886	105,886	-
Total CDBG	<u>\$ 184,566</u>	<u>\$ 105,886</u>	<u>\$ 160,421</u>	<u>\$ -</u>
<b>2005 G.O Bond Fund</b>				
General Services	\$ 45,106	\$ 296,772	\$ 33,500	\$ 283,797
Tech Services	12,011	100,616	4,237	62,122
Park and Recreation	28,460	-	-	-
Swimming Pools	118,557	-	-	-
Water Plant	126,500	-	-	-
Total 2005 G.O. Bond	<u>\$ 330,634</u>	<u>\$ 397,388</u>	<u>\$ 37,737</u>	<u>\$ 345,919</u>
<b>2007 G.O Bond Fund</b>				
Street	1,240,294	1,230,781	1,025,000	15,000
Unallocated	-	-	-	203,706
Total 2007 G.O. Bond	<u>\$ 1,240,294</u>	<u>\$ 1,230,781</u>	<u>\$ 1,025,000</u>	<u>\$ 218,706</u>
<b>2008A G.O Bond Fund</b>				
Storm Sewer	\$ 1,041,327	\$ 285,800	\$ 118,941	\$ 5,000
Street	802,348	1,100,000	1,122,000	15,000
Unallocated	-	663,527	-	730,714
Total 2008A G.O. Bond	<u>\$ 1,843,675</u>	<u>\$ 2,049,327</u>	<u>\$ 1,240,941</u>	<u>\$ 750,714</u>

# CITY OF BARTLESVILLE

## 2011-12 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 APPROVED</b>
<b>2008B G.O Bond Fund</b>				
Parks & Recreation	\$ 1,410,124	\$ 19,330	\$ 19,255	\$ -
<b>2009 G.O Bond Fund</b>				
General Services	\$ 50,335	\$ -	\$ -	\$ -
Street	294,132	2,700,000	1,062,893	1,655,000
Unallocated	-	14,794	-	11,119
Total 2009 G.O. Bond	<u>\$ 344,467</u>	<u>\$ 2,714,794</u>	<u>\$ 1,062,893</u>	<u>\$ 1,666,119</u>
<b>2010 G.O Bond Fund</b>				
General Services	\$ -	\$ 62,635	\$ 62,623	\$ -
Street	-	4,940,285	977,799	3,998,000
Unallocated	-	-	-	1,181
Total 2010 G.O. Bond	<u>\$ -</u>	<u>\$ 5,002,920</u>	<u>\$ 1,040,422</u>	<u>\$ 3,999,181</u>
<b>Total Capital Projects Funds</b>	<b><u>\$ 8,863,103</u></b>	<b><u>\$ 20,069,177</u></b>	<b><u>\$ 8,818,845</u></b>	<b><u>\$ 16,093,249</u></b>
<b>ENTERPRISE FUNDS</b>				
<b>Wastewater Operating Fund:</b>				
Wastewater Treatment Plant	\$ 2,224,443	\$ 2,121,512	\$ 2,121,692	\$2,320,299
Wastewater Maintenance	657,714	687,085	668,830	1,359,273
Transfers Out	711,042	738,082	738,082	809,755
Reserves	-	247,286	-	72,414
Total Wastewater Operating	<u>\$ 3,593,199</u>	<u>\$ 3,793,965</u>	<u>\$ 3,528,604</u>	<u>\$ 4,561,741</u>
<b>Water Operating Fund:</b>				
Water Plant	\$ 2,597,483	\$ 2,656,136	\$ 2,515,875	\$ 2,767,114
Water Administration	217,434	243,061	209,286	270,154
Water Distribution	1,431,895	1,745,115	1,470,024	2,252,109
Transfers Out	948,056	997,347	997,347	1,418,335
Reserves	-	418,795	-	153,508
Total Water Operating	<u>\$ 5,194,868</u>	<u>\$ 6,060,454</u>	<u>\$ 5,192,532</u>	<u>\$ 6,861,220</u>
<b>Sanitation Operating Fund:</b>				
Sanitation	\$ 3,835,728	\$ 4,871,406	\$ 2,841,131	\$4,483,988
Transfers Out	711,042	750,731	750,731	1,061,745
Reserves	-	392,978	-	138,780
Total Sanitation Operating	<u>\$ 4,546,770</u>	<u>\$ 6,015,115</u>	<u>\$ 3,591,862</u>	<u>\$ 5,684,513</u>
<b>Municipal Golf Course Fund:</b>				
Golf Course	\$ 516,816	\$ 534,127	\$ 490,997	\$450,909
Reserves	-	5,872	-	17,411
Total Municipal Golf Course	<u>\$ 516,816</u>	<u>\$ 539,999</u>	<u>\$ 490,997</u>	<u>\$ 468,320</u>
<b>Sooner Pool Fund:</b>				
Sooner Pool	\$ -	\$ 43,900	\$ 43,900	\$ 79,707

# CITY OF BARTLESVILLE

## 2011-12 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 APPROVED</b>
<b>Frontier Pool Fund:</b>				
Frontier Pool	\$ -	\$ 72,297	\$ 72,297	\$ 135,188
<b>Total Enterprise Funds</b>	<b>\$ 13,851,653</b>	<b>\$ 16,525,730</b>	<b>\$ 12,920,192</b>	<b>\$ 17,790,689</b>
<b>INTERNAL SERVICE FUNDS</b>				
<b>Workers' Compensation Fund:</b>				
Work Comp Claims	\$ 451,170	\$ 450,000	\$ 445,935	\$ 500,000
Administration	20,100	25,000	24,120	25,000
Total Workers' Compensation	<u>\$ 471,270</u>	<u>\$ 475,000</u>	<u>\$ 470,055</u>	<u>\$ 525,000</u>
<b>Health Insurance Fund:</b>				
Medical Claims	\$ 2,163,009	\$ 2,200,000	\$ 1,956,055	\$ 2,300,000
Administration Fees	221,917	450,000	397,804	470,000
Total Health Insurance	<u>\$ 2,384,926</u>	<u>\$ 2,650,000</u>	<u>\$ 2,353,859</u>	<u>\$ 2,770,000</u>
<b>Auto Collision Fund:</b>				
Auto Collision Claims	\$ -	\$ -	\$ -	\$ 300,000
Total Auto Collision	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 300,000</u>
<b>Stabilization Reserve Fund:</b>				
General Fund Reserve	\$ -	\$ -	\$ -	\$ 575,039
Wastewater Fund Reserve	-	-	-	139,509
Water Fund Reserve	-	-	-	279,042
Sanitation Fund Reserve	-	-	-	192,127
Total Stabilization Reserve	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,185,717</u>
<b>Capital Reserve Fund:</b>				
Wastewater	\$ -	\$ -	\$ -	\$ -
Water	-	-	-	-
Sanitation	-	-	-	-
Total Capital Reserve	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Total Internal Service Funds</b>	<b>\$ 2,856,196</b>	<b>\$ 3,125,000</b>	<b>\$ 2,823,914</b>	<b>\$ 4,780,717</b>
<b>FIDUCIARY FUNDS</b>				
<b>Mausoleum Trust Fund:</b>				
Mausoleum	\$ 1,250	\$ 13,634	\$ -	\$ 13,331

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Current and Prior Years' Expenditure Summary by Fund Type  
 (continued)

<b>FUND &amp; DEPARTMENT</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 APPROVED</b>
<b>BARTLESVILLE MUNICIPAL AUTHORITY</b>				
<b>BMA - Wastewater Fund:</b>				
BMA Wastewater Operating	\$ 29,602	\$ 33,000	\$ 29,650	\$ 33,000
Transfers Out	3,374,659	3,538,910	3,517,857	4,023,930
Total BMA - Wastewater	<u>\$ 3,404,261</u>	<u>\$ 3,571,910</u>	<u>\$ 3,547,507</u>	<u>\$ 4,056,930</u>
<b>BMA - Water Fund:</b>				
BMA - Water Operating	\$ 3,037,243	\$ 3,255,000	\$ 3,079,829	\$ 3,255,000
BMA - Water Construction	6,682,975	125,000	125,000	-
Transfers Out	4,780,592	5,696,817	5,642,519	7,190,925
Total BMA - Water	<u>\$ 14,500,810</u>	<u>\$ 9,076,817</u>	<u>\$ 8,847,348</u>	<u>\$ 10,445,925</u>
<b>BMA - Street Fund:</b>				
BMA Street Operating	\$ 219,964	\$ 51,346	\$ 51,346	\$ 51,348
Transfers Out	135,252	-	-	-
Total BMA - Street	<u>\$ 355,216</u>	<u>\$ 51,346</u>	<u>\$ 51,346</u>	<u>\$ 51,348</u>
<b>Total BMA Funds</b>	<u><b>\$ 18,260,287</b></u>	<u><b>\$ 12,700,073</b></u>	<u><b>\$ 12,446,201</b></u>	<u><b>\$ 14,554,203</b></u>
<b>TOTAL EXPENSES ALL FUNDS</b>	<u><b>\$ 70,795,790</b></u>	<u><b>\$ 81,163,247</b></u>	<u><b>\$ 61,573,456</b></u>	<u><b>\$ 83,079,344</b></u>



**CITY OF BARTLESVILLE**  
 2011-12 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 of the General Fund’s fund balance as of July 1, 2010 is provided below.

**General Fund**  
**Budgetary Fund Balance Calculation**  
**As of July 1, 2010**

Account Title	Balance
Cash	(31,907,206)
Petty Cash	2,775
Investments	34,447,784
Inventory	34,134
Accounts Receivable	24,156
Total Assets	2,601,643
Cleet Payable	(10,225)
Deferred Revenue	(18,057)
Deposit Payable	(26,034)
Total Liabilities	(54,316)
<b>Total Budgetary Fund Balance</b>	<b>2,547,327</b>

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 2011-12 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**  
 2011-12 Operating Budget  
 Estimated Change in Fund Equity – All Funds  
 (continued)

<b>FUND</b>	<b>FUND BALANCE JULY 1, 2011</b>	<b>ADDITIONS</b>	<b>REDUCTIONS</b>	<b>FUND BALANCE JUNE 30, 2012</b>
<b>GENERAL FUND</b>				
General	\$ 2,657,447	\$ 17,890,973	\$ 19,843,001	\$ 705,419
<b>SPECIAL REVENUE FUNDS</b>				
Economic Development	\$ 2,247,470	\$ 1,443,714	\$ 3,691,184	\$ -
E-911	23,692	762,619	748,679	37,632
Special Library	240,455	102,010	133,250	209,215
Special Museum	46,333	40,500	40,443	46,390
Municipal Airport	321,497	17,475	-	338,972
Restricted Donations	108,839	-	108,839	-
Golf Course Memorial	71	120,000	120,000	71
JAG	10,840	500	11,340	-
COPS Grant Fund	800,000	-	800,000	-
Neighborhood Park	63,512	910	51,348	13,074
Cemetery Perpetual Care	85,630	2,360	87,990	-
Stadium Operating	55,152	15,927	71,079	-
Special Revenue Funds	<u>\$ 4,003,491</u>	<u>\$ 2,506,015</u>	<u>\$ 5,864,152</u>	<u>\$ 645,354</u>
<b>DEBT SERVICE FUND</b>				
Debt Service	<u>\$ 2,352,977</u>	<u>\$ 3,420,293</u>	<u>\$ 3,420,643</u>	<u>\$ 2,352,627</u>
<b>CAPITAL PROJECTS FUNDS</b>				
CIP - Sales Tax	\$ 3,330,276	\$ 2,796,207	\$ 6,126,483	\$ -
CIP - Park & Recreation	232,585	2,970	235,555	-
CIP - Wastewater	158,236	1,500	159,736	-
CIP - Wastewater Reg	784,569	1,769,890	2,554,459	-
CIP - Storm Sewer	36,017	360	36,377	-
2005 GO Bond	342,439	3,480	345,919	-
2007 GO Bond	205,431	13,275	218,706	-
2008A GO Bond	728,064	22,650	750,714	-
2009 GO Bond	1,662,249	3,870	1,666,119	-
2010 GO Bond	3,982,231	16,950	3,999,181	-
Capital Projects Funds	<u>\$ 11,462,097</u>	<u>\$ 4,631,152</u>	<u>\$ 16,093,249</u>	<u>\$ -</u>
<b>ENTERPRISE FUNDS</b>				
Wastewater Operating	\$ 247,286	\$ 4,314,455	\$ 4,489,327	\$ 72,414
Water Operating	418,795	6,442,425	6,707,712	153,508
Sanitation Operating	1,481,415	4,203,098	5,545,733	138,780
Municipal Golf Course	50,714	417,606	450,909	17,411
Sooner Pool	30,642	49,100	79,707	35
Frontier Pool	1,603	137,000	135,188	3,415
Enterprise Funds	<u>\$ 2,230,455</u>	<u>\$ 15,563,684</u>	<u>\$ 17,408,576</u>	<u>\$ 385,563</u>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Estimated Change in Fund Equity – All Funds  
 (continued)

<b>FUND</b>	<b>FUND BALANCE JULY 1, 2011</b>	<b>ADDITIONS</b>	<b>REDUCTIONS</b>	<b>FUND BALANCE JUNE 30, 2012</b>
<b>INTERNAL SERVICE FUNDS</b>				
Workers' Compensation	\$ 8,506	\$ 516,494	\$ 525,000	\$ -
Health Insurance	344,231	2,425,769	2,770,000	-
Auto Collision Insurance	-	300,000	300,000	-
Stabilization Reserve	-	1,185,717	1,185,717	-
Capital Reserve	-	-	-	-
Internal Service Funds	<u>\$ 352,737</u>	<u>\$ 4,427,980</u>	<u>\$ 4,780,717</u>	<u>\$ -</u>
<b>FIDUCIARY FUNDS</b>				
Mausoleum Trust	<u>\$ 13,241</u>	<u>\$ 90</u>	<u>\$ 13,331</u>	<u>\$ -</u>
<b>BARTLESVILLE MUNICIPAL AUTHORITY FUNDS</b>				
BMA - Wastewater	\$ 503,982	\$ 3,660,894	\$ 4,056,930	\$ 107,946
BMA - Water	9,059,883	8,248,735	10,445,925	6,862,693
BMA - General	-	51,348	51,348	-
BMA Funds	<u>\$ 9,563,865</u>	<u>\$ 11,960,977</u>	<u>\$ 14,554,203</u>	<u>\$ 6,970,639</u>
<b>All Funds Total</b>	<u><b>\$ 32,636,310</b></u>	<u><b>\$ 60,401,164</b></u>	<u><b>\$ 81,977,872</b></u>	<u><b>\$ 11,059,602</b></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***  
2011-12 Operating Budget  
Estimated Change in Fund Equity – All Funds  
(continued)

The BMA – Wastewater and BMA – Water Funds both have a substantial planned use of fund balance in this fiscal year. The BMA – Wastewater Fund will require furthered phased rate increases as described in the Revenues section of this budget and will continue to run at a loss as these increases are phased in. Additionally, this fund will support several large capital purchases in this year. The BMA – Water Fund is scheduled to support several large capital purchases in this year and will also use almost \$800,000 in resources to provide short term loans to the CIP – Wastewater Regulatory Fund and the BMA – Wastewater Fund. These loans will be repaid over a two year period beginning in fiscal year 2012-13 with an interest rate of 2% per annum. Under the City’s budget basis of accounting, these loans will be recorded as transfers and converted to loans at the close of the fiscal year when the City converts its basis of accounting to GAAP for annual reporting and auditing purposes.

In addition to the above described uses of fund balance, the City has also implemented a new reserve policy in accordance with a recently adopted ordinance that impacts fund balance in the General, Water, Wastewater, Sanitation, BMA – Wastewater, and Water Funds. This new policy actually reduces fund balance in these funds, since these amounts are now transferred to a Stabilization Reserve Fund which will hold the balances for use in certain prescribed situations. While this contributes to the appearance of a reduction in fund balance for these funds, the amounts contained in the Stabilization Reserve Fund should be included when considering the overall financial health of these funds.

# CITY OF BARTLESVILLE

## 2011-12 Operating Budget

### Percentage Change from Prior Budget – General and Enterprise Funds

<b>FUND &amp; DEPARTMENT</b>	<b>2010-11 BUDGET</b>	<b>2011-12 BUDGET</b>	<b>% INCREASE (DECREASE)</b>
<b>GENERAL FUND</b>			
<b>General Fund:</b>			
City Council			
Contractual Services	\$ 31,261	\$ 23,261	-25.6%
Materials and Supplies	1,350	1,350	0.0%
City Council Total	<u>\$ 32,611</u>	<u>\$ 24,611</u>	<u>-24.5%</u>
Administration			
Personnel Services	\$ 361,060	\$ 497,748	37.9%
Contractual Services	36,715	41,305	12.5%
Materials and Supplies	8,660	9,780	12.9%
Administration Total	<u>\$ 406,435</u>	<u>\$ 548,833</u>	<u>35.0%</u>
Accounting and Finance			
Personnel Services	\$ 856,937	\$ 976,507	14.0%
Contractual Services	375,455	447,090	19.1%
Materials and Supplies	10,100	7,350	-27.2%
Accounting and Finance Total	<u>\$ 1,242,492</u>	<u>\$ 1,430,947</u>	<u>15.2%</u>
Legal			
Personnel Services	\$ 117,826	\$ 125,395	6.4%
Contractual Services	56,355	26,205	-53.5%
Materials and Supplies	50	50	0.0%
Legal Total	<u>\$ 174,231</u>	<u>\$ 151,650</u>	<u>-13.0%</u>
Building & Neighbor Service			
Personnel Services	\$ 513,616	\$ 403,252	-21.5%
Contractual Services	131,960	157,900	19.7%
Materials and Supplies	24,300	23,600	-2.9%
Building & Neighbor Service Total	<u>\$ 669,876</u>	<u>\$ 584,752</u>	<u>-12.7%</u>
Building Maintenance			
Personnel Services	\$ 434,208	\$ 484,100	11.5%
Contractual Services	18,131	18,131	0.0%
Materials and Supplies	17,461	17,461	0.0%
Building Maintenance Total	<u>\$ 469,800</u>	<u>\$ 519,692</u>	<u>10.6%</u>

# **CITY OF BARTLESVILLE**

## 2011-12 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2010-11 BUDGET</b>	<b>2011-12 BUDGET</b>	<b>% INCREASE (DECREASE)</b>
<b>General Services</b>			
Contractual Services	\$ 832,295	\$ 885,172	6.4%
Materials and Supplies	30,500	39,000	27.9%
General Services Total	<u>\$ 862,795</u>	<u>\$ 924,172</u>	<u>7.1%</u>
<b>Cemetery</b>			
Personnel Services	\$ 41,905	\$ 45,273	8.0%
Contractual Services	8,675	8,675	0.0%
Materials and Supplies	5,725	7,525	31.4%
Cemetery Total	<u>\$ 56,305</u>	<u>\$ 61,473</u>	<u>9.2%</u>
<b>Community Development</b>			
Personnel Services	\$ 323,114	\$ 268,760	-16.8%
Contractual Services	70,200	74,800	6.6%
Materials and Supplies	6,900	9,700	40.6%
Community Development Total	<u>\$ 400,214</u>	<u>\$ 353,260</u>	<u>-11.7%</u>
<b>Technical Services</b>			
Contractual Services	\$ 46,700	\$ 46,750	0.1%
Materials and Supplies	500	500	0.0%
Technical Services Total	<u>\$ 47,200</u>	<u>\$ 47,250</u>	<u>0.1%</u>
<b>Engineering</b>			
Personnel Services	\$ 556,420	\$ 505,353	-9.2%
Contractual Services	21,575	20,575	-4.6%
Materials and Supplies	7,250	7,250	0.0%
Engineering Total	<u>\$ 585,245</u>	<u>\$ 533,178</u>	<u>-8.9%</u>
<b>Fleet Maintenance</b>			
Personnel Services	\$ 319,018	\$ 315,047	-1.2%
Contractual Services	25,653	25,653	0.0%
Materials and Supplies	41,563	41,563	0.0%
Fleet Maintenance Total	<u>\$ 386,234</u>	<u>\$ 382,263</u>	<u>-1.0%</u>
<b>Fire</b>			
Personnel Services	\$ 4,373,478	\$ 4,777,576	9.2%
Contractual Services	127,895	132,888	3.9%
Materials and Supplies	171,550	233,528	36.1%
Fire Total	<u>\$ 4,672,923</u>	<u>\$ 5,143,992</u>	<u>10.1%</u>

# **CITY OF BARTLESVILLE**

## 2011-12 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2010-11 BUDGET</b>	<b>2011-12 BUDGET</b>	<b>% INCREASE (DECREASE)</b>
<b>Police</b>			
Personnel Services	\$ 3,988,954	\$ 4,139,096	3.8%
Contractual Services	240,806	313,611	30.2%
Materials and Supplies	209,854	241,324	15.0%
Police Total	<u>\$ 4,439,614</u>	<u>\$ 4,694,031</u>	<u>5.7%</u>
<b>Street</b>			
Personnel Services	\$ 601,072	\$ 578,300	-3.8%
Contractual Services	281,157	281,157	0.0%
Materials and Supplies	336,932	336,932	0.0%
Street Total	<u>\$ 1,219,161</u>	<u>\$ 1,196,389</u>	<u>-1.9%</u>
<b>Library</b>			
Personnel Services	\$ 858,432	\$ 923,646	7.6%
Contractual Services	143,325	139,450	-2.7%
Materials and Supplies	108,400	125,200	15.5%
Library Total	<u>\$ 1,110,157</u>	<u>\$ 1,188,296</u>	<u>7.0%</u>
<b>History Museum</b>			
Personnel Services	\$ 155,433	\$ 156,010	0.4%
Contractual Services	9,250	9,250	0.0%
Materials and Supplies	9,700	9,700	0.0%
History Museum Total	<u>\$ 174,383</u>	<u>\$ 174,960</u>	<u>0.3%</u>
<b>Park and Recreation</b>			
Personnel Services	\$ 633,812	\$ 534,949	-15.6%
Contractual Services	95,822	95,822	0.0%
Materials and Supplies	102,500	102,500	0.0%
Park and Recreation Total	<u>\$ 832,134</u>	<u>\$ 733,271</u>	<u>-11.9%</u>
<b>Swimming Pools</b>			
Personnel Services	\$ 34,500	\$ -	-100.0%
Contractual Services	12,000	-	-100.0%
Materials and Supplies	27,850	-	-100.0%
Swimming Pools Total	<u>\$ 74,350</u>	<u>\$ -</u>	<u>-100.0%</u>

# CITY OF BARTLESVILLE

## 2011-12 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2010-11 BUDGET</b>	<b>2011-12 BUDGET</b>	<b>% INCREASE (DECREASE)</b>
<b>Transfers Out</b>			
To E-911 Fund	\$ 212,908	\$ 319,519	50.1%
To Doenges Memorial Stadium	-	7,127	N/A
To Adams Golf Course	113,110	54,296	-52.0%
To Sooner Pool	-	26,000	N/A
To Frontier Pool	34,000	68,000	100.0%
To Auto Collision Insurance	-	100,000	N/A
To Stabilization Reserve	-	575,039	N/A
Total Transfers Out	\$ 360,018	\$ 1,149,981	219.4%
<b>Reserves</b>			
Compensated Absences Reserve	484,326	655,419	35.3%
Severance Reserve	25,000	50,000	100.0%
Contingency	369,303	-	-100.0%
Total Reserves	\$ 878,629	\$ 705,419	-19.7%
<b>Total General Fund</b>	<b>\$ 19,094,807</b>	<b>\$ 20,548,420</b>	<b>7.6%</b>
<b>ENTERPRISE FUNDS</b>			
<b>Wastewater Operating Fund:</b>			
<b>Wastewater Treatment Plant</b>			
Contractual Services	\$ 1,916,512	\$ 2,077,649	8.4%
Capital Outlay	205,000	242,650	18.4%
Wastewater Treatment Plant Total	\$ 2,121,512	\$ 2,320,299	9.4%
<b>Wastewater Maintenance</b>			
Personnel Services	\$ 574,154	\$ 670,152	16.7%
Contractual Services	38,066	40,281	5.8%
Materials and Supplies	72,365	79,400	9.7%
Capital Outlay	2,500	569,440	22677.6%
Wastewater Maintenance Total	\$ 687,085	\$ 1,359,273	97.8%
<b>Transfers Out</b>			
To General	\$ 738,082	\$ 620,246	-16.0%
To Auto Collision Insurance	-	50,000	N/A
To Stabilization Reserve	-	139,509	N/A
Total Transfers Out	\$ 738,082	\$ 809,755	9.7%
<b>Reserves</b>			
Contingency	\$ 233,712	\$ 57,350	-75.5%
Compensated Absences Reserve	13,574	15,064	11.0%
Total Reserves	\$ 247,286	\$ 72,414	-70.7%



# CITY OF BARTLESVILLE

## 2011-12 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2010-11 BUDGET</b>	<b>2011-12 BUDGET</b>	<b>% INCREASE (DECREASE)</b>
<b>Water Operating Fund:</b>			
Water Plant			
Personnel Services	\$ 758,174	\$ 844,214	11.3%
Contractual Services	960,052	948,250	-1.2%
Materials and Supplies	907,910	894,200	-1.5%
Capital Outlay	30,000	80,450	168.2%
Water Plant Total	\$ 2,656,136	\$ 2,767,114	4.2%
Water Administration			
Personnel Services	\$ 217,449	\$ 242,554	11.5%
Contractual Services	19,912	21,300	7.0%
Materials and Supplies	5,700	6,300	10.5%
Capital Outlay	-	-	N/A
Water Administration Total	\$ 243,061	\$ 270,154	11.1%
Water Distribution			
Personnel Services	\$ 1,130,369	\$ 1,240,703	9.8%
Contractual Services	30,395	37,485	23.3%
Materials and Supplies	301,025	306,550	1.8%
Capital Outlay	283,326	667,371	135.5%
Water Distribution Total	\$ 1,745,115	\$ 2,252,109	29.1%
Transfers Out			
To General	\$ 997,347	\$ 1,039,293	4.2%
To Auto Collision Insurance	-	100,000	N/A
To Stabilization Reserve	-	279,042	N/A
Total Transfers Out	\$ 997,347	\$ 1,418,335	42.2%
Reserves			
Contingency	\$ 369,896	\$ 90,831	-75.4%
Compensated Absences Reserve	48,899	62,677	28.2%
Total Reserves	\$ 418,795	\$ 153,508	-63.3%
Total Water Operating	\$ 6,060,454	\$ 6,861,220	13.2%
<b>Sanitation Operating Fund:</b>			
Sanitation			
Personnel Services	\$ 1,936,998	\$ 1,919,653	-0.9%
Contractual Services	837,288	837,288	0.0%
Materials and Supplies	265,973	265,973	0.0%
Capital Outlay	1,831,147	1,461,074	-20.2%
Sanitation Total	\$ 4,871,406	\$ 4,483,988	-8.0%

# CITY OF BARTLESVILLE

## 2011-12 Operating Budget

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

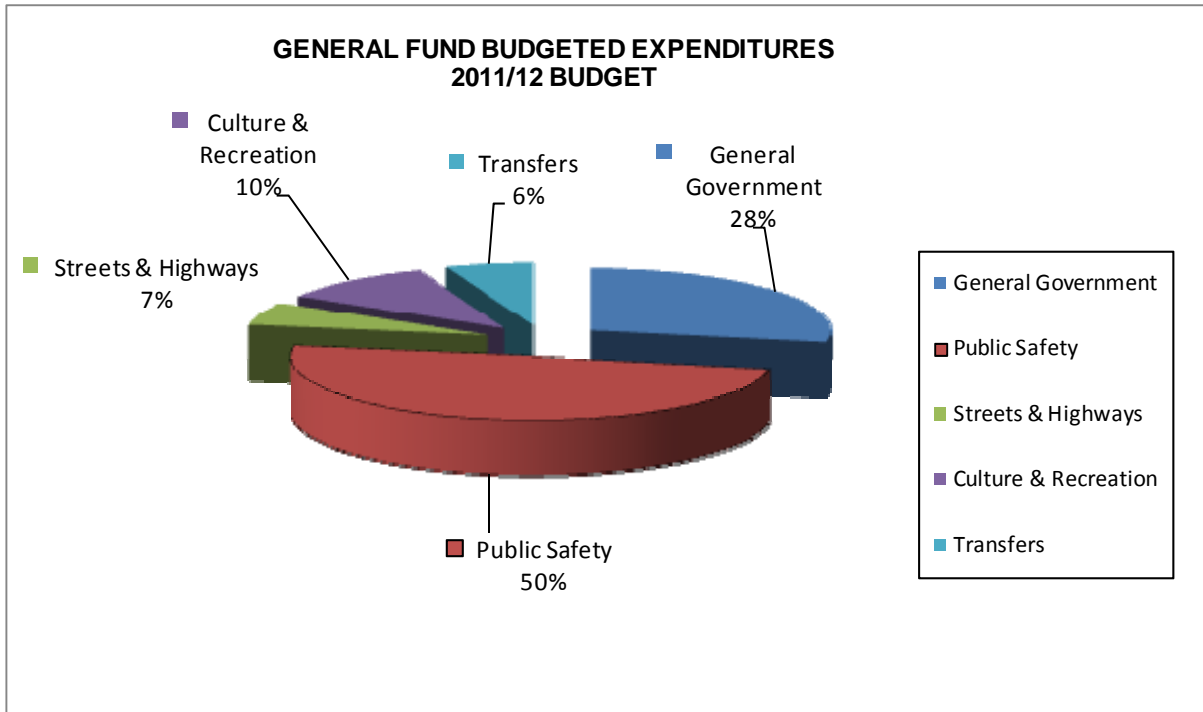
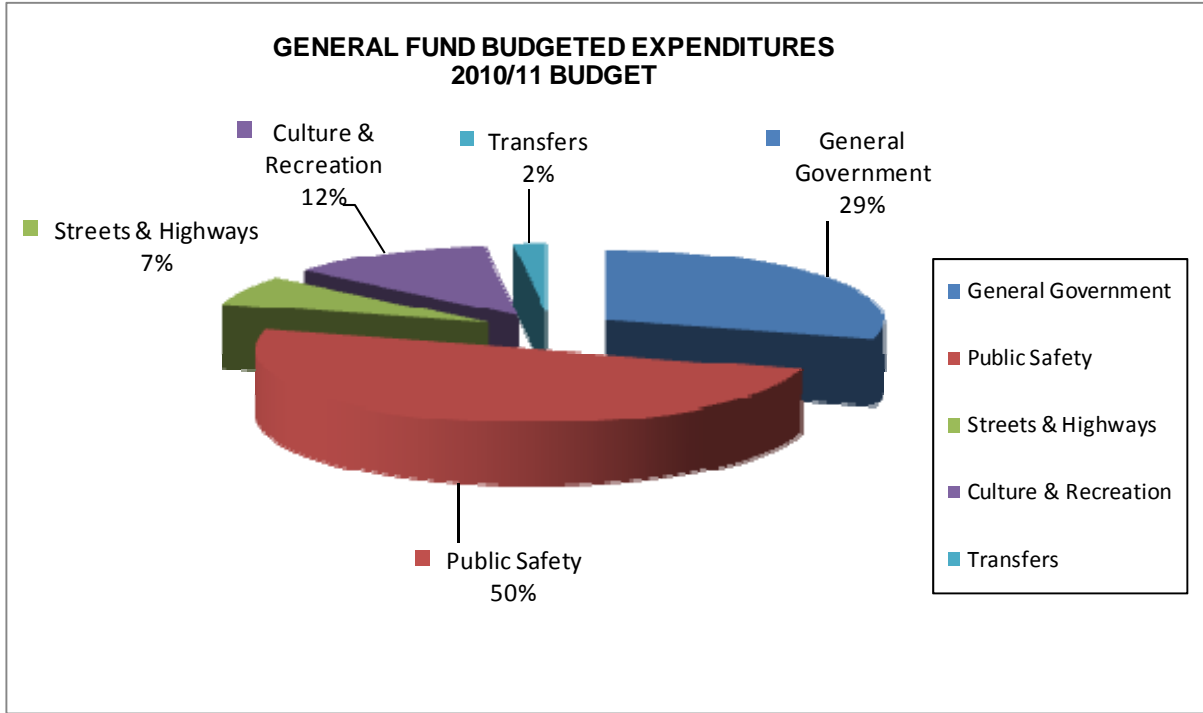
<b>FUND &amp; DEPARTMENT</b>	<b>2010-11 BUDGET</b>	<b>2011-12 BUDGET</b>	<b>% INCREASE (DECREASE)</b>
Transfers Out			
To General	\$ 750,731	\$ 819,618	9.2%
To Auto Collision Insurance	-	50,000	N/A
To Stabilization Reserve	-	192,127	N/A
Total Transfers Out	<u>\$ 750,731</u>	<u>\$ 1,061,745</u>	<u>41.4%</u>
Reserves			
Contingency	\$ 335,686	\$ 60,458	-82.0%
Compensated Absences Reserve	57,292	78,322	36.7%
Total Reserves	<u>\$ 392,978</u>	<u>\$ 138,780</u>	<u>-64.7%</u>
Total Sanitation Operating	<u>\$ 6,015,115</u>	<u>\$ 5,684,513</u>	<u>-5.5%</u>
<b>Municipal Golf Course Fund:</b>			
Golf Course			
Personnel Services	\$ 275,729	\$ 193,108	-30.0%
Contractual Services	150,202	150,202	0.0%
Materials and Supplies	108,196	107,599	-0.6%
Golf Course Total	<u>\$ 534,127</u>	<u>\$ 450,909</u>	<u>-15.6%</u>
Reserves			
Compensated Absences Reserve	\$ 5,872	\$ 8,393	42.9%
Total Reserves	<u>\$ 5,872</u>	<u>\$ 8,393</u>	<u>42.9%</u>
Total Municipal Golf Course	<u>\$ 539,999</u>	<u>\$ 468,320</u>	<u>-13.3%</u>
<b>Sooner Pool Fund:</b>			
Swimming pool			
Personnel Services	\$ 20,323	\$ 43,830	115.7%
Contractual Services	13,902	20,186	45.2%
Materials and Supplies	9,675	15,691	62.2%
Swimming pool Total	<u>\$ 43,900</u>	<u>\$ 79,707</u>	<u>81.6%</u>
<b>Frontier Pool Fund:</b>			
Swimming pool			
Personnel Services	\$ 34,032	\$ 72,150	112.0%
Contractual Services	25,328	38,103	50.4%
Materials and Supplies	12,937	24,935	92.7%
Swimming pool Total	<u>\$ 72,297</u>	<u>\$ 135,188</u>	<u>87.0%</u>
<b>Total Enterprise Funds</b>	<u><b>\$ 16,525,730</b></u>	<u><b>\$ 17,790,689</b></u>	<u><b>7.7%</b></u>

# GENERAL FUND



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**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Expenditure Graphs



**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Expenditure Summary by Function

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>
City Council	\$ 9,787	\$ 32,611	\$ 31,923	\$ 24,611
Administration	367,050	406,435	427,758	548,833
Accounting and Finance	1,157,184	1,242,492	1,229,513	1,430,947
Legal	134,269	174,231	153,759	151,650
Building and Neighborhood Services	650,989	669,876	604,644	584,752
Building Maintenance	464,480	469,800	470,522	519,692
General Services	867,475	862,795	822,910	924,172
Cemetery	53,207	56,305	55,620	61,473
Community Development	397,552	400,214	364,989	353,260
Technical Services	80,771	47,200	46,072	47,250
Engineering	575,353	585,245	467,943	533,178
Fleet Maintenance	400,795	386,234	407,509	382,263
Fire	4,925,840	4,672,923	4,642,363	5,143,992
Police	4,614,824	4,439,614	4,539,633	4,694,031
Street	1,147,489	1,219,161	995,190	1,196,389
Library	1,044,336	1,110,157	1,085,002	1,188,296
History Museum	159,727	174,383	171,275	174,960
Park and Recreation	779,143	832,134	780,137	733,271
Swimming Pools	85,894	74,350	76,256	-
Transfer Out:				
To E-911 Fund	157,635	212,908	212,908	319,519
To Doenges Memorial Stadium	-	-	-	7,127
To Adams Golf Course	117,897	113,110	113,110	54,296
To Sooner Pool	-	-	-	26,000
To Frontier Pool	-	34,000	34,000	68,000
To Auto Collision Insurance	-	-	-	100,000
To Stabilization Reserve	-	-	-	575,039
Reserves:				
Compensated Absences Reserve	-	484,326	-	655,419
Severance Reserve	-	25,000	-	50,000
Contingency	-	369,303	-	-
<b>Total Expenditures and Reserves</b>	<b>\$ 18,191,697</b>	<b>\$ 19,094,807</b>	<b>\$ 17,733,036</b>	<b>\$ 20,548,420</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**General Fund – Expenditure Summary by Line Item**

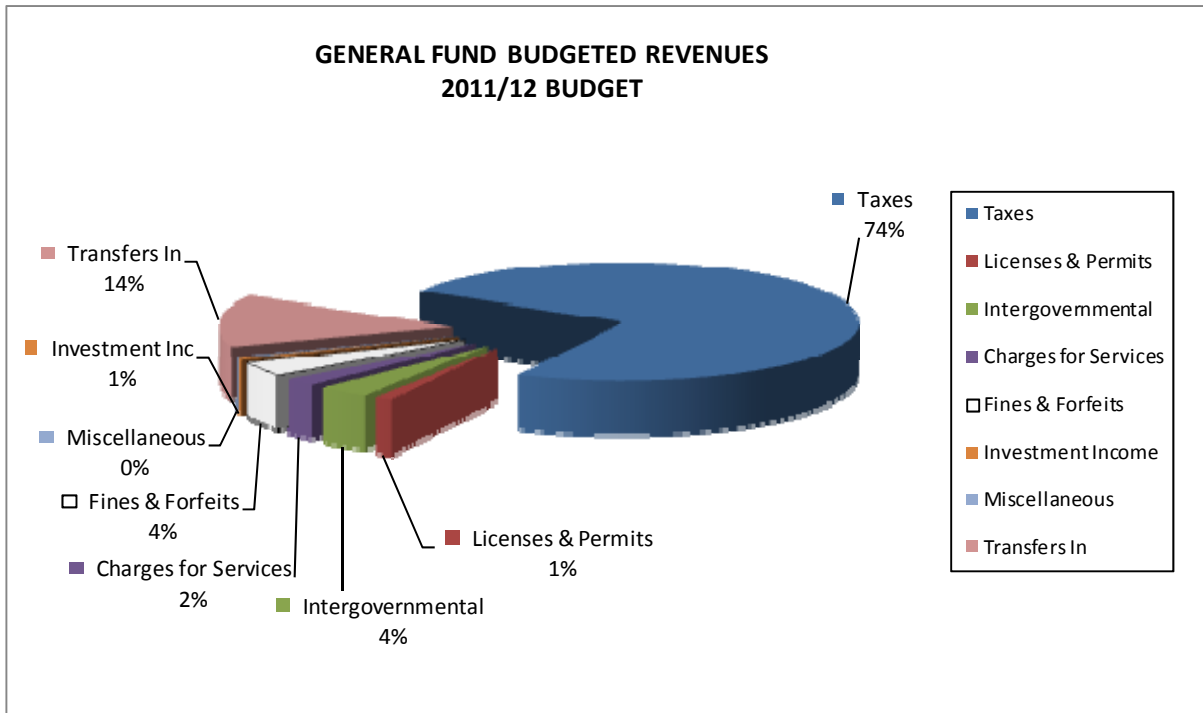
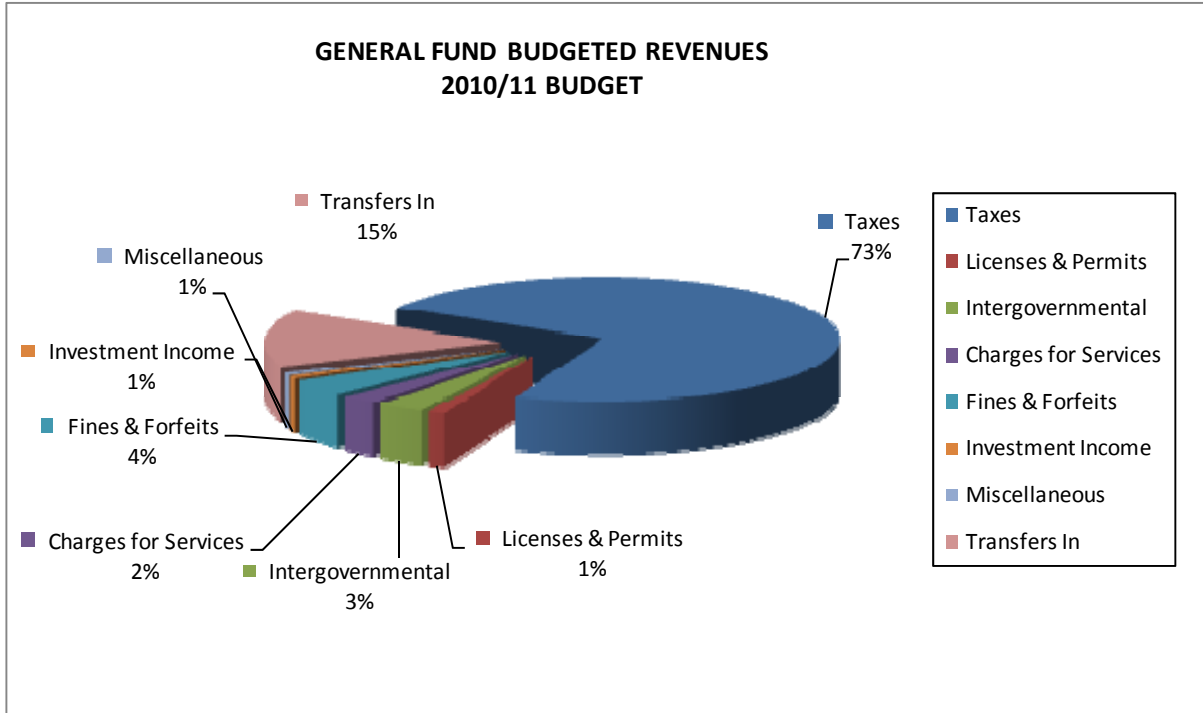
<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$10,102,614	\$ 9,668,452	\$ 9,472,466	\$ 9,707,346	\$ 9,950,030	\$ 9,950,030
51120 OVERTIME	454,851	473,800	426,021	512,600	525,416	525,416
51130 FICA	558,771	577,515	530,224	556,850	570,775	570,775
51140 GROUP INSURANCE	1,743,247	1,786,652	1,778,955	1,774,037	1,792,037	1,792,037
51150 DB RETIREMENT	526,225	702,070	648,821	805,962	826,113	826,113
51155 DC RETIREMENT	12,727	28,700	26,597	23,415	24,002	24,002
51160 PENSION	701,050	712,200	673,303	754,700	773,568	773,568
51170 WORKER'S COMPENSATION	270,321	220,396	214,437	260,584	260,584	260,584
51180 UNEMPLOYMENT COMP	4,450	-	866	8,280	8,487	8,487
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$14,374,256</b>	<b>\$14,169,785</b>	<b>\$13,771,690</b>	<b>\$14,403,774</b>	<b>\$14,731,012</b>	<b>\$14,731,012</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 285,022	\$ 305,586	\$ 301,046	\$ 273,361	\$ 275,361	\$ 275,361
52210 FINANCIAL SERVICES	106,236	134,220	140,639	185,540	185,540	185,540
52310 UTILITIES & COMMUNICATIONS	517,897	636,820	578,478	642,244	642,994	642,994
52410 PROFESSIONAL SERVICES	136,198	178,500	136,383	166,050	166,050	166,050
52510 OTHER SERVICES	520,778	593,110	752,794	740,533	730,533	730,533
52610 MAINT. & REPAIR SERVICE	176,422	229,719	196,336	240,258	240,258	240,258
52710 OPERATIONAL SERVICES	215,138	210,325	206,700	213,425	213,425	213,425
52810 INSURANCE & BONDS	287,301	276,950	262,470	293,534	293,534	293,534
52910 DEBT SERVICE - INTEREST	5,380	-	-	-	-	-
52911 DEBT SERVICE - PRINCIPAL	125,689	-	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 2,375,302</b>	<b>\$ 2,565,230</b>	<b>\$ 2,574,846</b>	<b>\$ 2,754,945</b>	<b>\$ 2,747,695</b>	<b>\$ 2,747,695</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 78,543	\$ 60,835	\$ 55,580	\$ 65,915	\$ 65,915	\$ 65,915
53210 JANITORIAL SUPPLIES	27,044	26,750	28,325	30,200	30,200	30,200
53310 GENERAL SUPPLIES	226,062	293,641	283,480	350,489	350,489	350,489
53410 TOOLS & EQUIPMENT	26,421	29,994	11,190	52,644	52,644	52,644
53510 FUEL	205,323	231,125	207,463	252,025	252,025	252,025
53610 MAINT. & REPAIR MATERIALS	492,672	478,800	430,444	463,040	463,040	463,040
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,056,065</b>	<b>\$ 1,121,145</b>	<b>\$ 1,016,482</b>	<b>\$ 1,214,313</b>	<b>\$ 1,214,313</b>	<b>\$ 1,214,313</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**General Fund – Expenditure Summary by Line Item**  
**(continued)**

<b>CAPITAL OUTLAY</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
55920 BUILDINGS & STRUCTURES	\$ 64,842	\$ -	\$ -	\$ -	\$ -	\$ -
55930 OTHER IMPROVEMENTS	3,000	-	-	-	-	-
55940 MACHINERY & EQUIPMENT	13,240	-	-	-	-	-
55950 OFFICE EQUIP & FURNISH	15,560	-	-	-	-	-
55960 VEHICLES & EQUIPMENT	13,900	-	10,000	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 110,542</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TRANSFERS OUT</b>						
59207 E 9-1-1 FUND	\$ 157,635	\$ 212,908	\$ 212,908	\$ 319,519	\$ 319,519	\$ 319,519
59276 DOENGES MEMORIAL STADIUM	-	-	-	7,127	7,127	7,127
59513 ADAMS GOLF COURSE	117,897	113,110	113,110	54,296	54,296	54,296
59515 FRONTIER POOL	-	-	-	26,000	26,000	26,000
59516 SOONER POOL	-	34,000	34,000	68,000	68,000	68,000
59663 AUTO COLLISION INSURANCE	-	-	-	100,000	100,000	100,000
59670 STABILIZATION RESERVE	-	-	-	575,039	575,039	575,039
<b>TOTAL TRANSFERS</b>	<b>\$ 275,532</b>	<b>\$ 360,018</b>	<b>\$ 360,018</b>	<b>\$ 1,149,981</b>	<b>\$ 1,149,981</b>	<b>\$ 1,149,981</b>
<b>TOTAL BUDGET</b>	<b>\$18,191,697</b>	<b>\$18,216,178</b>	<b>\$17,733,036</b>	<b>\$19,523,013</b>	<b>\$19,843,001</b>	<b>\$19,843,001</b>



**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Revenue Graphs



**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**General Fund – Revenue Summary by Source**

<b>REVENUE BY SOURCE</b>		<b>Revenues</b>			
		<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Sales Tax		\$ 11,044,190	\$ 10,716,843	\$ 11,457,587	\$ 11,457,587
Hotel-Motel Tax		216,202	206,700	222,794	212,700
Franchise Tax		1,492,630	1,463,300	1,569,562	1,575,700
Licenses & Permits		223,017	213,000	232,855	226,100
Intergovernmental		561,950	561,421	654,560	642,029
Charges for Services		458,293	411,326	457,550	400,000
Fines and Forfeits		765,206	764,600	750,390	757,500
Interest and Investment Income		111,041	120,800	81,165	81,100
Donations and Miscellaneous		171,404	114,700	165,503	56,600
Transfer In:					
	Wastewater	711,042	738,082	738,082	620,246
	Water	948,056	997,347	997,347	1,039,293
	Sanitation	711,042	750,731	750,731	819,618
	BHMTA	4,150	2,500	2,500	2,500
Fund Balance		3,014,022	1,882,592	2,309,857	2,657,447
<b>Total Available for Appropriation</b>		<b>\$ 20,432,245</b>	<b>\$ 18,943,942</b>	<b>\$ 20,390,483</b>	<b>\$ 20,548,420</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Personnel Summary

*Personnel*

<b>PERSONNEL COUNTS BY DEPARTMENT</b>	<b>2009-10 ACTUAL FTEs</b>	<b>2010-11 BUDGETED FTEs</b>	<b>2010-11 ACTUAL FTEs</b>	<b>2011-12 BUDGETED FTEs</b>
Administration	4.5	4.5	5	5
Accounting and Finance	15.75	15.75	15.75	15.75
Legal	2	2	2	2
Building and Neighbor Services	10	10	6.5	6.5
Building Maintenance	8	8	8	8
Cemetery	1	1	1	1
Community Development	4	4	3	3
Engineering	9	9	9	9
Fleet Maintenance	5	4	4.5	4.5
Fire	71	68	67	70
Police	69	68	63	66
Street	13.5	11	11	11
Library	18.165	18.351	16.567	17.567
History Museum	4.695	3.945	3.945	3.945
Park and Recreation	13	9.25	8.5	8.5
Swimming Pools	NA	NA	NA	NA
<b>Total Personnel</b>	<b>248.61</b>	<b>236.796</b>	<b>224.762</b>	<b>231.76</b>

**CITY OF BARTLESVILLE**  
 2011-12 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.

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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.

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- 2011 Accomplishments:
- Modification of City Charter
  - Election held to ratify City Charter Changes
  - City Council Election
  - Implementation of a Capital Reserve Plan
- 

- 2012 Objectives:
- Development of Ethical Standards
  - Strong Financial Leadership & Direction for City
- 

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

<b>FUND 101 GENERAL DEPT 110 CITY COUNCIL</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$9,787</b>	<b>\$32,611</b>	<b>\$31,923</b>	<b>\$24,611</b>	<b>\$24,611</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**General Fund – City Council – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
52110 EMPLOYMENT SERVICES	\$ 6,158	\$ 6,925	\$ 3,586	\$ 6,925	\$ 8,925	\$ 8,925
52410 PROFESSIONAL SERVICES	2,277	4,000	5,743	4,000	4,000	4,000
52510 OTHER SERVICES	2,277	20,336	21,264	20,336	10,336	10,336
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 8,435</b>	<b>\$ 31,261</b>	<b>\$ 30,593</b>	<b>\$ 31,261</b>	<b>\$ 23,261</b>	<b>\$ 23,261</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	1,352	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
53310 GENERAL SUPPLIES	1,352	1,250	1,230	1,250	1,250	1,250
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,352</b>	<b>\$ 1,350</b>	<b>\$ 1,330</b>	<b>\$ 1,350</b>	<b>\$ 1,350</b>	<b>\$ 1,350</b>
<b>TOTAL BUDGET</b>	<b>\$ 9,787</b>	<b>\$ 32,611</b>	<b>\$ 31,923</b>	<b>\$ 32,611</b>	<b>\$ 24,611</b>	<b>\$ 24,611</b>

***CITY OF BARTLESVILLE***  
2011-12 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.

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Department Description: This department includes the activities of the City Manager and the Human Resources . 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. Human Resources is responsible for the personnel policies and administration of the payroll plan and various benefit plans of the City.

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2011 Accomplishments:

- Aided City Council and its Charter Review Committee to research, revise and present to voters an Amended City Charter which was approved in November of 2010.
- Negotiated with leadership in the State to minimize implementation of fees to tax payers.
- Served on the Oklahoma Municipal Liaison Board to work with the Oklahoma Tax Commission to strengthen sales tax collections.
- Worked with legislators to introduce legislation to assist in negotiations with unions to minimize cost to municipalities.
- Implementation of, and training for, a character and ethics program.
- Received proposals and selected a new Employee Assistance Provider.
- Received \$800,000 COPS grant for mobile data/video systems for patrol units.
- Received \$113,177 HGMP floodplain property acquisition grant.

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**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Administration – Summary  
 (continued)

- 2012 Objectives:
- Research additional funding sources for capital equipment purchases.
  - Provide administration, oversight, management and leadership of the self-insured health care program
  - Study of retirement plan to verify modifications made in previous budget year increased stability and resulted in the reduction of the unfunded liability.
  - Negotiate with vendors for an Employee Purchase Plan
  - Strong Leadership and continued implementation of economic related staffing and financial modifications as the economy and the budget dictates
  - Implementation of a Leadership Development Program with an emphasis on Integrity and Succession planning
  - Continue to pursue numerous grant opportunities

Budget Highlights: The major budgeted expenditures for Administration are personnel expenditures for the City Manager, Human Resources Director, and their employees.

<b>FUND 101 GENERAL DEPT 120 ADMINISTRATION</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$367,050</b>	<b>\$406,435</b>	<b>\$427,758</b>	<b>\$548,833</b>	<b>\$548,833</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**General Fund – Administration – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 262,249	\$ 259,407	\$ 286,015	\$ 340,000	\$ 348,500	\$ 348,500
51120 OVERTIME	2,424	4,000	-	4,000	4,100	4,100
51130 FICA	19,060	21,000	20,831	26,000	26,650	26,650
51140 GROUP INSURANCE	27,826	27,653	27,653	39,299	39,299	39,299
51150 DB RETIREMENT	31,624	49,000	51,605	76,000	77,900	77,900
51170 WORKER'S COMPENSATION	-	-	-	1,299	1,299	1,299
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 343,183</b>	<b>\$ 361,060</b>	<b>\$ 386,104</b>	<b>\$ 486,598</b>	<b>\$ 497,748</b>	<b>\$ 497,748</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 7,551	\$ 22,940	\$ 9,840	\$ 24,710	\$ 24,710	\$ 24,710
52310 UTILITIES & COMMUNICATIONS	1,825	2,310	1,840	2,310	3,060	3,060
52410 PROFESSIONAL SERVICES	1,158	1,000	-	1,000	1,000	1,000
52510 OTHER SERVICES	6,698	9,965	13,657	12,035	12,035	12,035
52610 MAINT. & REPAIR SERVICE	-	500	500	500	500	500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 17,232</b>	<b>\$ 36,715</b>	<b>\$ 25,837</b>	<b>\$ 40,555</b>	<b>\$ 41,305</b>	<b>\$ 41,305</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 4,082	\$ 4,500	\$ 4,035	\$ 5,780	\$ 5,780	\$ 5,780
53310 GENERAL SUPPLIES	2,553	4,000	11,782	4,000	4,000	4,000
53610 MAINT. & REPAIR MATERIALS	-	160	-	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 6,635</b>	<b>\$ 8,660</b>	<b>\$ 15,817</b>	<b>\$ 9,780</b>	<b>\$ 9,780</b>	<b>\$ 9,780</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 367,050</b>	<b>\$ 406,435</b>	<b>\$ 427,758</b>	<b>\$ 536,933</b>	<b>\$ 548,833</b>	<b>\$ 548,833</b>



**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Administration – Personnel and Capital Detail

FUND 101 GENERAL  
 DEPT 120 ADMINISTRATION

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
City Manager	1	1	1	1
Human Resources Director	1	1	1	1
Executive Assistant	1	1	1	1
Human Resources Manager	0	1	1	1
HR Generalist	1.5	0.5	0	0
Grants Administrator	0	0	1	1
<b>TOTAL</b>	<b>4.5</b>	<b>4.5</b>	<b>5</b>	<b>5</b>

***CITY OF BARTLESVILLE***  
2011-12 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.

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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:

Internal Services: responsible for all duties associated with the accounts payable, payroll, accounting, City Clerk, and Treasury services.

Customer Services: responsible for all duties associated with the utility billing, accounts receivable, and municipal court services.

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- 2011 Accomplishments:
- Continued the use of sound financial policies and retained the City's AA- bond rating
  - Implemented an online Court payment solution. This solution coupled with our existing online utility payment system allows our customers to utilize remote payment for most City obligations
  - Applied for and obtained the GFOA's distinguished budget award for the 5<sup>th</sup> straight year
  - Assisted in the reduction of the FY 2010 and FY 2011 budgets that resulted in balanced budgets without drastic service reductions or layoffs
-

**CITY OF BARTLESVILLE**

2011-12 Operating Budget

General Fund – Accounting and Finance – Summary  
(continued)

- 2012 Objectives:
- Continue to seek out opportunities for budget reductions in the FY 11/12 budget that maximize savings and minimize impacts on service levels
  - Seek a solution for our municipal court 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 6<sup>th</sup> straight year
  - 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

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

<b>FUND 101 GENERAL DEPT 130 ACCOUNTING &amp; FINANCE</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
\$1,157,184	\$1,242,492	\$1,229,513	\$1,430,947	\$1,430,947

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**General Fund – Accounting and Finance – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 601,218	\$ 598,445	\$ 601,150	\$ 645,000	\$ 661,125	\$ 661,125
51120 OVERTIME	387	1,000	1,090	1,000	1,025	1,025
51130 FICA	42,422	47,000	43,971	50,000	51,250	51,250
51140 GROUP INSURANCE	104,347	103,698	103,698	125,757	125,757	125,757
51150 DB RETIREMENT	69,814	102,000	94,846	131,000	134,275	134,275
51155 DC RETIREMENT	1,084	3,000	3,781	3,000	3,075	3,075
51170 WORKER'S COMPENSATION	1,540	1,794	1,794	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 820,812</b>	<b>\$ 856,937</b>	<b>\$ 850,330</b>	<b>\$ 955,757</b>	<b>\$ 976,507</b>	<b>\$ 976,507</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 4,986	\$ 3,785	\$ 4,357	\$ 11,860	\$ 11,860	\$ 11,860
52210 FINANCIAL SERVICES	100,861	129,720	135,466	180,840	180,840	180,840
52310 UTILITIES & COMMUNICATIONS	2,370	2,480	2,061	2,290	2,290	2,290
52410 PROFESSIONAL SERVICES	48,353	47,000	51,783	54,500	54,500	54,500
52510 OTHER SERVICES	105,664	120,920	110,725	120,100	120,100	120,100
52610 MAINT. & REPAIR SERVICE	67,602	71,300	69,617	77,200	77,200	77,200
52810 INSURANCE & BONDS	81	250	-	300	300	300
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 329,917</b>	<b>\$ 375,455</b>	<b>\$ 374,009</b>	<b>\$ 447,090</b>	<b>\$ 447,090</b>	<b>\$ 447,090</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 5,154	\$ 7,850	\$ 4,429	\$ 5,850	\$ 5,850	\$ 5,850
53310 GENERAL SUPPLIES	1,301	2,250	745	1,500	1,500	1,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 6,455</b>	<b>\$ 10,100</b>	<b>\$ 5,174</b>	<b>\$ 7,350</b>	<b>\$ 7,350</b>	<b>\$ 7,350</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 1,157,184</b>	<b>\$ 1,242,492</b>	<b>\$ 1,229,513</b>	<b>\$ 1,410,197</b>	<b>\$ 1,430,947</b>	<b>\$ 1,430,947</b>

**CITY OF BARTLESVILLE**

2011-12 Operating Budget

General Fund – Accounting and Finance – Personnel and Capital Detail

FUND 101 GENERAL  
DEPT 130 ACCOUNTING & FINANCE

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2011-12 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
AD/CFO	1	1	1	1
Internal Services Supervisor	0	0	1	1
Customer Service Supervisor	1	1	1	1
Accountant	2	2	1	1
Purchasing Tech	2	2	2	2
Payroll Administrator	1	1	1	1
Court Clerk	1	1	1	1
Fiscal Tech	7	7	7	7
Part-time Fiscal Tech	0.75	0.75	0.75	0.75
<b>TOTAL</b>	<b>15.75</b>	<b>15.75</b>	<b>15.75</b>	<b>15.75</b>

**CITY OF BARTLESVILLE**

2011-12 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.

2011 Accomplishments: • Successfully and timely negotiated the 2010-2011 union contracts

2012 Objectives: • Timely and successful completion of 2011-2012 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.

<b>FUND 101 GENERAL DEPT 150 LEGAL</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
\$134,269	\$174,231	\$153,759	\$151,650	\$151,650

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**General Fund – Legal – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 95,014	\$ 96,000	\$ 95,014	\$ 99,000	\$ 101,475	\$ 101,475
51130 FICA	6,697	8,000	6,749	8,000	8,200	8,200
51140 GROUP INSURANCE	13,913	13,826	13,826	15,720	15,720	15,720
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 115,624</b>	<b>\$ 117,826</b>	<b>\$ 115,589</b>	<b>\$ 122,720</b>	<b>\$ 125,395</b>	<b>\$ 125,395</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 1,105	\$ 1,355	\$ 938	\$ 1,205	\$ 1,205	\$ 1,205
52410 PROFESSIONAL SERVICES	17,266	55,000	37,000	25,000	25,000	25,000
52510 OTHER SERVICES	-	-	210	-	-	-
52610 MAINT. & REPAIR SERVICE	55	-	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 18,426</b>	<b>\$ 56,355</b>	<b>\$ 38,148</b>	<b>\$ 26,205</b>	<b>\$ 26,205</b>	<b>\$ 26,205</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ 25	\$ 22	\$ 25	\$ 25	\$ 25
53310 GENERAL SUPPLIES	22	25	-	25	25	25
53610 MAINT. & REPAIR MATERIALS	197	-	-	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 219</b>	<b>\$ 50</b>	<b>\$ 22</b>	<b>\$ 50</b>	<b>\$ 50</b>	<b>\$ 50</b>
<b>TOTAL BUDGET</b>	<b>\$ 134,269</b>	<b>\$ 174,231</b>	<b>\$ 153,759</b>	<b>\$ 148,975</b>	<b>\$ 151,650</b>	<b>\$ 151,650</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Legal – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 150 LEGAL**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
City Attorney	1	1	1	1
City Judge	1	1	1	1
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>



# ***CITY OF BARTLESVILLE***

## **2011-12 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.

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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.

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2011 Accomplishments:

- Increased the Issuance of building permits by 5%
- Processed – nuisance complaints for code compliance
- Increased the Recovery of delinquent sales tax from existing businesses
- Increased city revenue by bringing businesses into compliance with city business license regulations
- Processed – dilapidated or unsecured structures for code compliance

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2012 Objectives:

- Maintain or increase levels of building permits, nuisance complaints, and dilapidated structures
- Improve customer service by having a knowledgeable staff person available from 8:00 a.m. to 5:00 p.m.
- Improve customer service by granting over-the-counter permits which requires no overnight processing time

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**CITY OF BARTLESVILLE**

2011-12 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**

<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$650,989</b>	<b>\$669,876</b>	<b>\$604,644</b>	<b>\$584,752</b>	<b>\$584,752</b>

# CITY OF BARTLESVILLE

## 2011-12 Operating Budget

### General Fund – Building and Neighborhood Services – Line Item Detail

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 385,328	\$ 363,992	\$ 335,359	\$ 269,000	\$ 275,725	\$ 275,725
51130 FICA	28,304	28,250	24,688	21,000	21,525	21,525
51140 GROUP INSURANCE	70,302	69,132	69,132	47,159	47,159	47,159
51150 DB RETIREMENT	39,803	45,700	41,781	51,000	52,275	52,275
51155 DC RETIREMENT	2,516	6,000	4,348	1,000	1,025	1,025
51170 WORKER'S COMPENSATION		542	522	5,543	5,543	5,543
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 526,253</b>	<b>\$ 513,616</b>	<b>\$ 475,830</b>	<b>\$ 394,702</b>	<b>\$ 403,252</b>	<b>\$ 403,252</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 18,070	\$ 7,760	\$ 2,849	\$ 7,700	\$ 7,700	\$ 7,700
52310 UTILITIES & COMMUNICATIONS	3,499	3,200	3,293	3,200	3,200	3,200
52410 PROFESSIONAL SERVICES	10,000	25,000	12,917	25,000	25,000	25,000
52510 OTHER SERVICES	74,397	95,000	90,475	120,000	120,000	120,000
52610 MAINT. & REPAIR SERVICE	50	1,000	933	2,000	2,000	2,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 106,166</b>	<b>\$ 131,960</b>	<b>\$ 110,467</b>	<b>\$ 157,900</b>	<b>\$ 157,900</b>	<b>\$ 157,900</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,417	\$ 3,000	\$ 2,991	\$ 3,000	\$ 3,000	\$ 3,000
53310 GENERAL SUPPLIES	5,351	8,000	3,414	8,000	8,000	8,000
53410 TOOLS & EQUIPMENT	716	2,500	58	2,500	2,500	2,500
53510 FUEL	8,512	8,200	6,895	7,500	7,500	7,500
53610 MAINT. & REPAIR MATERIALS	2,574	2,600	4,989	2,600	2,600	2,600
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 18,570</b>	<b>\$ 24,300</b>	<b>\$ 18,347</b>	<b>\$ 23,600</b>	<b>\$ 23,600</b>	<b>\$ 23,600</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 650,989</b>	<b>\$ 669,876</b>	<b>\$ 604,644</b>	<b>\$ 576,202</b>	<b>\$ 584,752</b>	<b>\$ 584,752</b>

**CITY OF BARTLESVILLE**

2011-12 Operating Budget

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

FUND 101 GENERAL  
DEPT 155 BUILDING & NEIGHBORHOOD SERVICES

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
Chief Building Official	1	1	1	1
Building Inspector	2	2	2	2
Neighborhood Service Supervisor	1	1	1	1
Neighborhood Srvc Officer	3	3	1.5	1.5
Abatement-Compliance Officer	1	1	1	1
Permit Tech	2	2	0	0
Property Maintenance Code Offic	0	0	0	0
<b>TOTAL</b>	<b>10</b>	<b>10</b>	<b>6.5</b>	<b>6.5</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Building Maintenance – Summary

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

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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.

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- 2011 Accomplishments:
- Frontier Pool Renovation
  - Installed two new storm sirens
  - Installed generator and compressor at Fire station
  - Made repairs to downtown lighting
  - Renovations at 940 train relocation project
  - Replace carpet and cabinets at the Library
  - Assisted with City Hall energy renovations
- 

- 2012 Objectives:
- Continue to upgrade and replace storm sirens
  - Remodel utility billing service area
  - Prepare Pools for summer operation
  - Help with Sooner Pool concession stand construction
  - To keep providing janitorial service to city buildings
  - Provide routine maintenance and janitorial services
  - Assist other departments by providing labor when needed
- 

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

<b>FUND 101 GENERAL DEPT 160 BUILDING MAINTENANCE</b>				
2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$464,480	\$469,800	\$470,522	\$519,692	\$519,692

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**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**General Fund – Building Maintenance – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 301,547	\$ 299,581	\$ 300,523	\$ 316,000	\$ 323,900	\$ 323,900
51130 FICA	22,471	23,200	22,312	24,100	24,703	24,703
51140 GROUP INSURANCE	55,652	55,305	55,305	62,878	62,878	62,878
51150 DB RETIREMENT	36,526	55,800	54,072	70,600	72,365	72,365
51170 WORKER'S COMPENSATION	17,577	322	322	254	254	254
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 433,773</b>	<b>\$ 434,208</b>	<b>\$ 432,534</b>	<b>\$ 473,832</b>	<b>\$ 484,100</b>	<b>\$ 484,100</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 436	\$ 880	\$ 636	\$ 880	\$ 880	\$ 880
52310 UTILITIES & COMMUNICATIONS	14,498	15,831	14,005	15,831	15,831	15,831
52510 OTHER SERVICES	613	420	943	420	420	420
52610 MAINT. & REPAIR SERVICE	5	1,000	4,473	1,000	1,000	1,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 15,552</b>	<b>\$ 18,131</b>	<b>\$ 20,057</b>	<b>\$ 18,131</b>	<b>\$ 18,131</b>	<b>\$ 18,131</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 149	\$ 300	\$ -	\$ 300	\$ 300	\$ 300
53210 JANITORIAL SUPPLIES	-	200	-	200	200	200
53310 GENERAL SUPPLIES	1,977	2,000	802	2,000	2,000	2,000
53410 TOOLS & EQUIPMENT	321	2,000	483	2,000	2,000	2,000
53510 FUEL	4,922	5,711	5,307	5,711	5,711	5,711
53610 MAINT. & REPAIR MATERIALS	7,786	7,250	11,339	7,250	7,250	7,250
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 15,155</b>	<b>\$ 17,461</b>	<b>\$ 17,931</b>	<b>\$ 17,461</b>	<b>\$ 17,461</b>	<b>\$ 17,461</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 464,480</b>	<b>\$ 469,800</b>	<b>\$ 470,522</b>	<b>\$ 509,424</b>	<b>\$ 519,692</b>	<b>\$ 519,692</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Building Maintenance – Personnel and Capital Detail

FUND 101 GENERAL  
 DEPT 160 BUILDING MAINTENANCE

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
Bldg Maintenance Supervisor	1	1	1	1
Senior Maint-Repair Tech	1	1	1	1
Janitor	2	2	2	2
Maint-Repair Tech	4	4	4	4
<b>TOTAL</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>

***CITY OF BARTLESVILLE***  
 2011-12 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.

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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.

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2011 Accomplishments: N/A

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2012 Objectives: N/A

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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.

<b>FUND 101 GENERAL DEPT 170 GENERAL SERVICES</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$867,475</b>	<b>\$862,795</b>	<b>\$822,910</b>	<b>\$924,172</b>	<b>\$924,172</b>

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**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**General Fund – General Services – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
52110 EMPLOYMENT SERVICES	\$ 50,687	\$ 53,200	\$ 52,827	\$ 3,200	\$ 3,200	\$ 3,200
52210 FINANCIAL SERVICES	-	-	-	-	-	-
52310 UTILITIES & COMMUNICATIONS	135,530	140,870	142,624	158,040	158,040	158,040
52410 PROFESSIONAL SERVICES	-	-	-	5,000	5,000	5,000
52510 OTHER SERVICES	112,804	123,925	111,455	186,248	186,248	186,248
52610 MAINT. & REPAIR SERVICE	18,561	28,500	16,583	27,250	27,250	27,250
52710 OPERATIONAL SERVICES	214,429	209,600	206,700	212,700	212,700	212,700
52810 INSURANCE & BONDS	286,356	276,200	262,470	292,734	292,734	292,734
52950 MISCELLANEOUS	-	-	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 818,367</b>	<b>\$ 832,295</b>	<b>\$ 792,659</b>	<b>\$ 885,172</b>	<b>\$ 885,172</b>	<b>\$ 885,172</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 23,493	\$ 6,000	\$ 13,901	\$ 10,000	\$ 10,000	\$ 10,000
53210 JANITORIAL SUPPLIES	4,087	5,000	3,826	5,000	5,000	5,000
53310 GENERAL SUPPLIES	9,979	5,000	3,525	7,000	7,000	7,000
53410 TOOLS & EQUIPMENT	-	-	-	-	-	-
53510 FUEL	1,287	2,000	1,690	2,000	2,000	2,000
53610 MAINT. & REPAIR MATERIALS	7,262	12,500	7,309	15,000	15,000	15,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 46,108</b>	<b>\$ 30,500</b>	<b>\$ 30,251</b>	<b>\$ 39,000</b>	<b>\$ 39,000</b>	<b>\$ 39,000</b>
<b>CAPITAL OUTLAY</b>						
55930 OTHER IMPROVEMENTS	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 3,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 867,475</b>	<b>\$ 862,795</b>	<b>\$ 822,910</b>	<b>\$ 924,172</b>	<b>\$ 924,172</b>	<b>\$ 924,172</b>

***CITY OF BARTLESVILLE***  
2011-12 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.

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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.

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- 2011 Accomplishments:
- 10 new benches were installed within the Cemetery
  - Fencing was installed and sod laid by the Parks Department
  - Annual programs, OK Mozart Notables, Memorial Day Service, and Luminary Service, increased in attendance by 8%.
  - Collaborated with the Daughters of the Confederacy, Cherokee Chapter No. 1737 on the research and necessary paperwork to order grave markers and iron crosses for unmarked Confederate soldier graves.
  - Updated information on the Cemetery's database from photos, correcting and adding information from funeral home records and obituaries.
  - New Block/Street Name signs were designed and installed.
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**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Cemetery – Summary

2012 Objectives:

- Open new McCaleb Addition at Cemetery before the end of Fiscal Year 2011 and Increase lot sales by 10%.
- Collaborate with the Cherokee Nation on the installation of historical markers for William Keeler. Coordinate with their scheduled events to plan dedication
- Create landscaping plan for new Cemetery entrance by Spring 2012. Plan is to also include area surrounding new Bell Tower and additional funding resources.
- Secure funding for Bell Tower for project completion by Spring 2012.
- Increase attendance for annual programs, i.e., OK Mozart Notables, Memorial Day Service and Luminary Service by 10% in 2012.
- Install gates on new fence around Cemetery Office building

Budget Highlights:

The major budgeted expenditures for the Cemetery are personnel costs.

<b>FUND 101 GENERAL DEPT 174 CEMETERY</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$53,207</b>	<b>\$56,305</b>	<b>\$55,620</b>	<b>\$61,473</b>	<b>\$61,473</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**General Fund – Cemetery – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 30,819	\$ 31,592	\$ 31,000	\$ 33,000	\$ 33,825	\$ 33,825
51130 FICA	2,335	2,400	2,400	2,500	2,563	2,563
51140 GROUP INSURANCE	6,956	6,913	6,913	7,860	7,860	7,860
51150 DB RETIREMENT	2,066	1,000	-	-	-	-
51155 DC RETIREMENT	394	-	932	1,000	1,025	1,025
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 42,570</b>	<b>\$ 41,905</b>	<b>\$ 41,245</b>	<b>\$ 44,360</b>	<b>\$ 45,273</b>	<b>\$ 45,273</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ -	\$ 100	\$ -	\$ 100	\$ 100	\$ 100
52310 UTILITIES & COMMUNICATIONS	3,529	4,800	5,000	4,800	4,800	4,800
52410 PROFESSIONAL SERVICES	-	-	-	-	-	-
52510 OTHER SERVICES	2,556	1,050	1,050	1,050	1,050	1,050
52610 MAINT. & REPAIR SERVICE	2,919	2,725	2,725	2,725	2,725	2,725
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 9,004</b>	<b>\$ 8,675</b>	<b>\$ 8,775</b>	<b>\$ 8,675</b>	<b>\$ 8,675</b>	<b>\$ 8,675</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 897	\$ 1,300	\$ 1,300	\$ 1,800	\$ 1,800	\$ 1,800
53210 JANITORIAL SUPPLIES	124	300	300	300	300	300
53310 GENERAL SUPPLIES	491	2,500	2,500	2,300	2,300	2,300
53410 TOOLS & EQUIPMENT	-	125	-	125	125	125
53510 FUEL	-	-	-	-	-	-
53610 MAINT. & REPAIR MATERIALS	121	1,500	1,500	3,000	3,000	3,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,633</b>	<b>\$ 5,725</b>	<b>\$ 5,600</b>	<b>\$ 7,525</b>	<b>\$ 7,525</b>	<b>\$ 7,525</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 53,207</b>	<b>\$ 56,305</b>	<b>\$ 55,620</b>	<b>\$ 60,560</b>	<b>\$ 61,473</b>	<b>\$ 61,473</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Cemetery – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 174 CEMETERY**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
Cemetery Relations	1	1	1	1
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

***CITY OF BARTLESVILLE***  
2011-12 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.

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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.

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- 2011 Accomplishments:
- Wrote and submitted a grant application for FY 2011 CDBG Program; grant application was successfully funded
  - Successfully administered and completed the West Bartlesville Redevelopment Plan (2009 CDBG Grant Program) which was adopted by the City Council on April 4, 2011
  - Successfully administered and completed the City Hall building lighting improvements project using EECBG funding
  - Processed – applications for Metropolitan Area Planning Commission and/or City Council review involving private development activities
  - Processed – application for City or County Board of Adjustment review involving private development activities
  - Processed – applications for Design Review Approval in the Downtown Redevelopment District involving private development activities
  - Successfully completed the 2011 Update to the Hazard Mitigation Plan which was adopted by the City Council in March 2011
  - Successfully administered and completed public involvement requirements for the Safe Routes to Schools Grant Program which included a Bicycle Rodeo and a Walk to School Day
-

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Community Development – Summary

- 2012 Objectives:
- Continue to support private development activity in the community by processing applications for same through required boards for approval
  - Continue to apply for Community Development Block Grant Funding for the making of public improvements in the low-moderate income areas of Bartlesville
  - Continue to support the Downtown Redevelopment Project by administering the Design Review Process for new private improvements
  - Begin implementation of various elements contained within the West Bartlesville Redevelopment Plan, including the possibility of a TIF District for this area.

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

<b>FUND 101 GENERAL DEPT 180 COMMUNITY DEVELOPMENT</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$397,552</b>	<b>\$400,214</b>	<b>\$364,989</b>	<b>\$353,260</b>	<b>\$353,260</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**General Fund – Community Development – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 234,011	\$ 233,561	\$ 206,790	\$ 184,000	\$ 188,600	\$ 188,600
51130 FICA	17,112	18,200	15,308	14,100	14,453	14,453
51140 GROUP INSURANCE	27,826	27,653	27,653	23,579	23,579	23,579
51150 DB RETIREMENT	28,488	43,700	37,246	41,100	42,128	42,128
51170 WORKER'S COMPENSATION	1,426	-	-	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 308,863</b>	<b>\$ 323,114</b>	<b>\$ 286,997</b>	<b>\$ 262,779</b>	<b>\$ 268,760</b>	<b>\$ 268,760</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 3,333	\$ 3,500	\$ 1,864	\$ 3,100	\$ 3,100	\$ 3,100
52310 UTILITIES & COMMUNICATIONS	1,292	1,200	1,223	1,200	1,200	1,200
52410 PROFESSIONAL SERVICES	-	-	-	-	-	-
52510 OTHER SERVICES	78,714	65,000	67,812	70,000	70,000	70,000
52610 MAINT. & REPAIR SERVICE	-	500	65	500	500	500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 83,339</b>	<b>\$ 70,200</b>	<b>\$ 70,964</b>	<b>\$ 74,800</b>	<b>\$ 74,800</b>	<b>\$ 74,800</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 895	\$ 5,500	\$ 1,071	\$ 4,800	\$ 4,800	\$ 4,800
53310 GENERAL SUPPLIES	3,139	1,200	5,491	4,700	4,700	4,700
53410 TOOLS & EQUIPMENT	-	100	-	100	100	100
53510 FUEL	1,028	-	454	-	-	-
53610 MAINT. & REPAIR MATERIALS	288	100	12	100	100	100
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 5,350</b>	<b>\$ 6,900</b>	<b>\$ 7,028</b>	<b>\$ 9,700</b>	<b>\$ 9,700</b>	<b>\$ 9,700</b>
<b>TOTAL BUDGET</b>	<b>\$ 397,552</b>	<b>\$ 400,214</b>	<b>\$ 364,989</b>	<b>\$ 347,279</b>	<b>\$ 353,260</b>	<b>\$ 353,260</b>



**CITY OF BARTLESVILLE**

2011-12 Operating Budget

General Fund – Community Development – Personnel and Capital Detail

FUND 101 GENERAL  
DEPT 180 COMMUNITY DEVELOPMENT

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
Community Dev Director	1	1	1	1
Asst.Planner	2	2	0	0
Administrative Assistant	1	1	1	1
Planning and Zoning Administrator	0	0	1	1
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>3</b>

**CITY OF BARTLESVILLE**  
 2011-12 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 networking infrastructure 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.

- 2011 Accomplishments:
- Move and install of wireless backbone at new water tank
  - Evaluate and build VMWare Server environment
  - Evaluate and build SAN environment
  - Convert and upgrade RECTRAC database
  - Prepare for County / City share of data and new Dispatch

- 2012 Objectives:
- Lower cost of internet service and virus protection support
  - Install and upgrade of Sleuth PD Database
  - Upgrade to GroupWise 8
  - Install and configure 40 PD mobile units
  - Convert servers to Windows 2008 in virtual environment
  - Build Windows Active Directory and convert from NDS
  - Continue build out and support of City Wireless WAN

Budget Highlights: The major budgeted expenditures for the Tech Services department are maintenance contracts for software systems and network replacement serves and network equipment.

**FUND 101 GENERAL  
 DEPT 185 TECH SERVICES**

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$80,771	\$47,200	\$46,072	\$47,250	\$47,250

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**General Fund – Tech Services – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
52310 UTILITIES & COMMUNICATIONS	\$ 6,168	\$ 9,100	\$ 9,252	\$ 9,100	\$ 9,100	\$ 9,100
52410 PROFESSIONAL SERVICES	37,413	25,000	21,220	30,550	30,550	30,550
52510 OTHER SERVICES	2,006	12,600	2,100	7,100	7,100	7,100
52610 MAINT. & REPAIR SERVICE	-	-	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 45,587</b>	<b>\$ 46,700</b>	<b>\$ 32,572</b>	<b>\$ 46,750</b>	<b>\$ 46,750</b>	<b>\$ 46,750</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 19,567	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
53310 GENERAL SUPPLIES	35	-	13,000	-	-	-
53610 MAINT. & REPAIR MATERIALS	22	-	-	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 19,624</b>	<b>\$ 500</b>	<b>\$ 13,500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>
<b>CAPITAL OUTLAY</b>						
55950 OFFICE EQUIP & FURNISH	\$ 15,560	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 15,560</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 80,771</b>	<b>\$ 47,200</b>	<b>\$ 46,072</b>	<b>\$ 47,250</b>	<b>\$ 47,250</b>	<b>\$ 47,250</b>

***CITY OF BARTLESVILLE***  
2011-12 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.

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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, storm water 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.

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2011 Accomplishments:

- Performed detailed designs and project management for 18 capital improvement and planning projects
- Maintained GIS website information which averages approximately 14,000 hits per month.
- Managed floodplain development and drainage complaints. Received 4 permit requests for development and investigated 16 drainage complaints.
- Responded to a July 6, 2010 flood in the Turkey Creek basin that required 21 substantial damage inspections that were completed by July 9, 2010.
- Managed the right of way and easement closing program currently 6 requests have been received and brought before City Council for consideration
- Conducted 6 traffic studies for calming devices, stop signs or parking restrictions
- Had 89% of the ½ cent projects (non equipment or evergreen type) approved for the FY 2010-2011 designed, and either out for bids/under construction or completed.

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**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Engineering – Summary  
 (continued)

- 2012 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 within the fiscal year they are approved

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

<b>FUND 101 GENERAL DEPT 190 ENGINEERING</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$575,353</b>	<b>\$585,245</b>	<b>\$467,943</b>	<b>\$533,178</b>	<b>\$533,178</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**General Fund – Engineering – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 417,419	\$ 404,816	\$ 333,965	\$ 351,346	\$ 360,130	\$ 360,130
51130 FICA	30,010	31,415	23,509	26,850	27,521	27,521
51140 GROUP INSURANCE	50,417	62,219	29,161	54,265	54,265	54,265
51150 DB RETIREMENT	46,569	54,370	49,126	58,762	60,231	60,231
51155 DC RETIREMENT	1,386	3,600	2,542	2,915	2,988	2,988
51170 WORKER'S COMPENSATION	341	-	-	218	218	218
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 546,142</b>	<b>\$ 556,420</b>	<b>\$ 438,303</b>	<b>\$ 494,356</b>	<b>\$ 505,353</b>	<b>\$ 505,353</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 3,487	\$ 4,000	\$ 6,750	\$ 3,500	\$ 3,500	\$ 3,500
52310 UTILITIES & COMMUNICATIONS	3,551	3,600	3,461	3,600	3,600	3,600
52410 PROFESSIONAL SERVICES	11,760	9,000	5,250	8,500	8,500	8,500
52510 OTHER SERVICES	1,846	3,750	1,196	3,750	3,750	3,750
52610 MAINT. & REPAIR SERVICE	1,085	500	-	500	500	500
52710 OPERATIONAL SERVICES	709	725	-	725	725	725
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 22,438</b>	<b>\$ 21,575</b>	<b>\$ 16,657</b>	<b>\$ 20,575</b>	<b>\$ 20,575</b>	<b>\$ 20,575</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,032	\$ 1,500	\$ 1,341	\$ 1,500	\$ 1,500	\$ 1,500
53310 GENERAL SUPPLIES	1,221	1,000	7,000	1,000	1,000	1,000
53410 TOOLS & EQUIPMENT	-	-	-	-	-	-
53510 FUEL	3,878	3,750	3,627	3,750	3,750	3,750
53610 MAINT. & REPAIR MATERIALS	642	1,000	1,015	1,000	1,000	1,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 6,773</b>	<b>\$ 7,250</b>	<b>\$ 12,983</b>	<b>\$ 7,250</b>	<b>\$ 7,250</b>	<b>\$ 7,250</b>
<b>TOTAL BUDGET</b>	<b>\$ 575,353</b>	<b>\$ 585,245</b>	<b>\$ 467,943</b>	<b>\$ 522,181</b>	<b>\$ 533,178</b>	<b>\$ 533,178</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Engineering – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 190 ENGINEERING**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
City Engineer	1	1	1	1
Civil Engineer	2	2	2	2
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
<b>TOTAL</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>

**CITY OF BARTLESVILLE**  
 2011-12 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.

- 2011 Accomplishments:
- Implemented new maintenance management software
  - Restructured preventive maintenance scheduling
  - Rotated (dead) stock for usable inventory at no additional cost to the city
  - Installed waste oil heater to help reduce utility bills

- 2012 Objectives:
- Continue development of vehicle history files
  - Additional training and certifications for mechanics
  - Reduction of unit down time
  - Reduction of unit breakdowns

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 MAINTENANCE				
2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$400,795	\$386,234	\$407,509	\$382,263	\$382,263



**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**General Fund – Fleet Maintenance – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 214,883	\$ 197,081	\$ 218,140	\$ 214,000	\$ 219,350	\$ 219,350
51120 OVERTIME		-	235	-	-	-
51130 FICA	15,370	15,250	15,699	16,400	16,810	16,810
51140 GROUP INSURANCE	34,782	34,566	39,117	31,439	31,439	31,439
51150 DB RETIREMENT	21,587	18,800	20,996	23,300	23,883	23,883
51155 DC RETIREMENT	1,648	4,000	3,897	4,600	4,715	4,715
51170 WORKER'S COMPENSATION	18,463	49,321	47,494	18,850	18,850	18,850
51180 UNEMPLOYMENT COMP	4,450	-	-	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 311,183</b>	<b>\$ 319,018</b>	<b>\$ 345,578</b>	<b>\$ 308,589</b>	<b>\$ 315,047</b>	<b>\$ 315,047</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 1,411	\$ 3,000	\$ 1,458	\$ 3,000	\$ 3,000	\$ 3,000
52310 UTILITIES & COMMUNICATIONS	13,711	16,286	10,955	16,286	16,286	16,286
52410 PROFESSIONAL SERVICES	-	-	-	-	-	-
52510 OTHER SERVICES	3,141	3,367	4,050	3,367	3,367	3,367
52610 MAINT. & REPAIR SERVICE	3,254	3,000	6,422	3,000	3,000	3,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 21,517</b>	<b>\$ 25,653</b>	<b>\$ 22,885</b>	<b>\$ 25,653</b>	<b>\$ 25,653</b>	<b>\$ 25,653</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 600	\$ 500	\$ 1,214	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	829	700	361	700	700	700
53310 GENERAL SUPPLIES	1,251	2,800	4,097	2,800	2,800	2,800
53410 TOOLS & EQUIPMENT	3,763	4,599	4,055	4,599	4,599	4,599
53510 FUEL	941	2,964	1,262	2,964	2,964	2,964
53610 MAINT. & REPAIR MATERIALS	24,308	30,000	28,057	30,000	30,000	30,000
53910 INVENTORY ADJUSTMENT	36,403	-	-	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 68,095</b>	<b>\$ 41,563</b>	<b>\$ 39,046</b>	<b>\$ 41,563</b>	<b>\$ 41,563</b>	<b>\$ 41,563</b>
<b>TOTAL BUDGET</b>	<b>\$ 400,795</b>	<b>\$ 386,234</b>	<b>\$ 407,509</b>	<b>\$ 375,805</b>	<b>\$ 382,263</b>	<b>\$ 382,263</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Fleet Maintenance – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 195 FLEET MAINTENANCE**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGTED NUMBER OF EMPLOYEES</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
Municipal Garage Supervisor	1	1	1	1
Parts Supervisor	1	0	0.5	0.5
Senior Vehicle Mechanic	3	3	3	3
<b>TOTAL</b>	<b>5</b>	<b>4</b>	<b>4.5</b>	<b>4.5</b>

# ***CITY OF BARTLESVILLE***

## **2011-12 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.

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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.

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2011 Accomplishments:

- Updated Captain Promotional Curriculum
- Completed 40 hr. ARFF course for all personnel
- Completed 24 hr. Confined Space Class for all personnel
- Completed Comprehensive Emergency Contact List
- Completed Pre-Plans now available to all personnel

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2012 Objectives:

- Increase training hours by 35% over 2011
- Increase Pre-Plans by 50% over 2011
- Complete *Fire Command* Course for all personnel

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**CITY OF BARTLESVILLE**

2011-12 Operating Budget  
General Fund – Fire – Summary  
(continued)

Budget Highlights: The major budgeted expenditures for the Fire department are personnel costs (which make up 92% of the Fire department’s non-capital budget), utilities and repair services, and a down payment on a replacement pumper truck.

				FUND 101 GENERAL DEPT 250 FIRE
2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$4,925,840	\$4,672,923	\$4,642,363	\$5,143,992	\$5,143,992

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**General Fund – Fire – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 3,040,556	\$ 2,835,400	\$ 2,846,165	\$ 3,032,000	\$ 3,107,800	\$ 3,107,800
51120 OVERTIME	400,115	404,000	386,731	428,000	438,700	438,700
51130 FICA	41,775	46,200	40,645	46,100	47,253	47,253
51140 GROUP INSURANCE	587,379	611,540	611,540	627,260	645,260	645,260
51150 DB RETIREMENT	10,602	16,200	12,069	9,300	9,533	9,533
51160 PENSION	413,106	410,300	397,385	443,300	454,383	454,383
51170 WORKER'S COMPENSATION	49,342	49,838	49,838	66,160	66,160	66,160
51180 UNEMPLOYMENT COMP	-	-	-	8,280	8,487	8,487
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 4,542,875</b>	<b>\$ 4,373,478</b>	<b>\$ 4,344,373</b>	<b>\$ 4,660,400</b>	<b>\$ 4,777,576</b>	<b>\$ 4,777,576</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 55,629	\$ 52,690	\$ 63,288	\$ 59,925	\$ 59,925	\$ 59,925
52210 FINANCIAL SERVICES	133		244			
52310 UTILITIES & COMMUNICATIONS	33,891	43,746	35,746	39,890	39,890	39,890
52410 PROFESSIONAL SERVICES	3,860	4,000	2,000	4,000	4,000	4,000
52510 OTHER SERVICES	5,963	5,300	5,730	5,300	5,300	5,300
52610 MAINT. & REPAIR SERVICE	20,471	22,159	20,000	23,773	23,773	23,773
52910 DEBT SERVICE - INTEREST	5,380					
52911 DEBT SERVICE - PRINCIPAL	125,689					
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 251,016</b>	<b>\$ 127,895</b>	<b>\$ 127,008</b>	<b>\$ 132,888</b>	<b>\$ 132,888</b>	<b>\$ 132,888</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 4,295	\$ 1,600	\$ 948	\$ 1,300	\$ 1,300	\$ 1,300
53210 JANITORIAL SUPPLIES	9,056	8,000	11,276	10,700	10,700	10,700
53310 GENERAL SUPPLIES	28,083	70,100	73,605	144,678	144,678	144,678
53410 TOOLS & EQUIPMENT	7	2,850	2,800	6,750	6,750	6,750
53510 FUEL	21,280	27,500	22,698	37,100	37,100	37,100
53610 MAINT. & REPAIR MATERIALS	37,377	61,500	59,655	33,000	33,000	33,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 100,098</b>	<b>\$ 171,550</b>	<b>\$ 170,982</b>	<b>\$ 233,528</b>	<b>\$ 233,528</b>	<b>\$ 233,528</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Fire – Line Item Detail  
 (continued)

<b>CAPITAL OUTLAY</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
55920 BUILDINGS & STRUCTURES	\$ 18,611	_____	_____	\$ -	\$ -	\$ -
55940 MACHINERY & EQUIPMENT	13,240	_____	_____	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 31,851</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 4,925,840</b>	<b>\$ 4,672,923</b>	<b>\$ 4,642,363</b>	<b>\$ 5,026,816</b>	<b>\$ 5,143,992</b>	<b>\$ 5,143,992</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Fire – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 250 FIRE**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
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	30	30	33
Technical Support	1	1	0	0
Administrative Assistant	1	1	1	1
<b>TOTAL</b>	<b>71</b>	<b>68</b>	<b>67</b>	<b>70</b>

***CITY OF BARTLESVILLE***  
2011-12 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.

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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.

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- 2011 Accomplishments:
- Responded to nearly 22,000 calls for service through March 2011.
  - Arrested nearly 1,700 offenders for approx. 2,820 offenses.
  - Issued nearly 8,500 traffic citations and warnings and about 650 parking citations.
  - Investigated nearly 925 traffic accidents.
  - Improved communications and I.T. in patrol cars by use of grant funds. Currently testing and evaluating video and computer equipment.
  - Expanded and enhanced traffic safety programs and crime prevention programs. Over the limit under arrest and click it or ticket campaigns. Implemented Digi-Ticket electronic ticketing device.
  - Enhanced local training by putting on accredited training utilizing our own instructors and bringing additional training to the city, thus reducing travel and related expenses
  - Enhanced and improved safety of officers with updated vehicle lighting and safety equipment.
  - Held two police property room auctions to better organize property and evidence, as well as generated about \$40,000 revenue for the city.
  - Sold six surplus department vehicles at city equipment and vehicle auction generating about \$6500 revenue for the city.
  - Surplus and trade wrecked vehicles to purchase a used car.
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**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Police – Summary  
 (continued)

- 2012 Objectives:
- Complete testing and evaluating of in-car video and computer equipment. Purchase equipment utilizing reimbursement grant funds.
  - Reduce traffic accidents by utilizing special enforcement units for specialized traffic enforcement.
  - Reduce property and drug crimes by utilizing special enforcement street crime units to patrol and apprehend offenders.
  - Increase enforcement through utilization of Digi-Ticket electronic ticketing device(s) and possibly add more electronic ticketing devices.
  - Participate in more traffic safety and crime prevention programs similar to last budget year, such as Over the Limit under Arrest and Click it or Ticket campaigns.
  - Participate and/or assist with Safe Kids to Schools grant program.
  - Complete the purchase of additional radio equipment for increased repeater coverage of east side units using portable radios.
  - Increase manpower and minimum staffing levels through added police officer positions by replacing two investigator positions and detention officer positions with uniformed police officers.

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.

<b>FUND 101 GENERAL DEPT 270 POLICE</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$4,614,824</b>	<b>\$4,439,614</b>	<b>\$4,539,633</b>	<b>\$4,694,031</b>	<b>\$4,694,031</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**General Fund – Police – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 2,877,219	\$ 2,783,622	\$ 2,706,976	\$ 2,773,000	\$ 2,842,325	\$ 2,842,325
51120 OVERTIME	44,196	58,000	29,277	67,400	69,085	69,085
51130 FICA	213,983	215,100	200,843	210,900	216,173	216,173
51140 GROUP INSURANCE	471,676	463,183	479,517	463,728	463,728	463,728
51150 DB RETIREMENT	67,857	72,500	70,719	77,200	79,130	79,130
51155 DC RETIREMENT	3,403	8,100	5,606	5,100	5,228	5,228
51160 PENSION	287,944	301,900	275,918	311,400	319,185	319,185
51170 WORKER'S COMPENSATION	161,771	86,549	83,344	144,242	144,242	144,242
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 4,128,049</b>	<b>\$ 3,988,954</b>	<b>\$ 3,852,200</b>	<b>\$ 4,052,970</b>	<b>\$ 4,139,096</b>	<b>\$ 4,139,096</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 100,765	\$ 72,896	\$ 115,033	\$ 77,201	\$ 77,201	\$ 77,201
52210 FINANCIAL SERVICES	1,381	1,500	1,423	1,500	1,500	1,500
52310 UTILITIES & COMMUNICATIONS	41,367	44,500	53,926	44,500	44,500	44,500
52410 PROFESSIONAL SERVICES	1,560	1,000	-	1,000	1,000	1,000
52510 OTHER SERVICES	86,349	80,750	277,853	149,250	149,250	149,250
52610 MAINT. & REPAIR SERVICE	20,456	39,660	24,826	39,660	39,660	39,660
52810 INSURANCE & BONDS	105	500	-	500	500	500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 251,983</b>	<b>\$ 240,806</b>	<b>\$ 473,061</b>	<b>\$ 313,611</b>	<b>\$ 313,611</b>	<b>\$ 313,611</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 6,169	\$ 10,060	\$ 8,454	\$ 10,060	\$ 10,060	\$ 10,060
53210 JANITORIAL SUPPLIES	4,149	3,500	3,244	3,500	3,500	3,500
53310 GENERAL SUPPLIES	57,482	52,816	47,162	53,036	53,036	53,036
53410 TOOLS & EQUIPMENT	17,661	11,120	200	30,370	30,370	30,370
53510 FUEL	101,630	107,000	99,659	119,000	119,000	119,000
53610 MAINT. & REPAIR MATERIALS	33,801	25,358	45,653	25,358	25,358	25,358
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 220,892</b>	<b>\$ 209,854</b>	<b>\$ 204,372</b>	<b>\$ 241,324</b>	<b>\$ 241,324</b>	<b>\$ 241,324</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Police – Line Item Detail  
 (continued)

<b>CAPITAL OUTLAY</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
55960 VEHICLES & EQUIPMENT	\$ 13,900	\$ -	\$ 10,000	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 13,900</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 4,614,824</b>	<b>\$ 4,439,614</b>	<b>\$ 4,539,633</b>	<b>\$ 4,607,905</b>	<b>\$ 4,694,031</b>	<b>\$ 4,694,031</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Police – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 270 POLICE**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
Police Chief	1	1	1	1
Captain	3	3	3	3
Lieutenant	4	4	4	4
Sergeant	8	8	8	8
Detective	7	7	5	5
Police Officer	31	31	33	36
Senior Administrative Assistant	2	2	2	2
Property & Evidence Tech	1	1	1	1
Administrative Assistant	1	1	1	1
Animal Control Officer	2	2	2	2
Parking Enforcement Officer	1	1	1	1
Detention Officer	5	5	0	0
Administrative Specialist	3	2	2	2
<b>TOTAL</b>	<b>69</b>	<b>68</b>	<b>63</b>	<b>66</b>

**CITY OF BARTLESVILLE**

2011-12 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.

- 2011 Accomplishments:
- Frontier Pool Reconstruction
  - Improvements to the 940 train relocation
  - Improvements to the Nellie Johnstone
  - Improvements to the Sooner Pond drainage
  - Storm drain replacement on East Frank Phillips
  - Kane school drainage improvements
  - Replaced wiring at Tuxedo & 75 traffic Signal
  - Up-graded traffic signals to LED lamps

- 2012 Objectives:
- Overlay streets identified in PMA
  - Re-stripe traffic markings on arterial roads
  - Transition street signage to new MUTCD standards
  - Coordinate the intersections of Camelot and Price on 75Hwy
  - Continue to provide routine maintenance on City facilities

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

<b>FUND 101 GENERAL DEPT 328 STREET</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
\$1,147,489	\$1,219,161	\$995,190	\$1,196,389	\$1,196,389

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**General Fund – Street – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 435,860	\$ 392,256	\$ 343,907	\$ 368,000	\$ 377,200	\$ 377,200
51120 OVERTIME	6,640	4,700	7,500	10,100	10,353	10,353
51130 FICA	30,119	30,400	25,775	28,100	28,803	28,803
51140 GROUP INSURANCE	104,347	96,785	96,785	86,458	86,458	86,458
51150 DB RETIREMENT	50,144	68,600	56,050	71,000	72,775	72,775
51155 DC RETIREMENT	302	800	713	2,300	2,358	2,358
51170 WORKER'S COMPENSATION	1,242	7,531	7,531	353	353	353
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 628,654</b>	<b>\$ 601,072</b>	<b>\$ 538,261</b>	<b>\$ 566,311</b>	<b>\$ 578,300</b>	<b>\$ 578,300</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 1,358	\$ 16,830	\$ 12,000	\$ 16,830	\$ 16,830	\$ 16,830
52310 UTILITIES & COMMUNICATIONS	172,007	238,000	194,753	238,000	238,000	238,000
52510 OTHER SERVICES	3,747	6,327	3,033	6,327	6,327	6,327
52610 MAINT. & REPAIR SERVICE	6,033	20,000	3,053	20,000	20,000	20,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 183,145</b>	<b>\$ 281,157</b>	<b>\$ 212,845</b>	<b>\$ 281,157</b>	<b>\$ 281,157</b>	<b>\$ 281,157</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,249	\$ 1,500	\$ 36	\$ 1,500	\$ 1,500	\$ 1,500
53210 JANITORIAL SUPPLIES	284	300	408	300	300	300
53310 GENERAL SUPPLIES	2,982	5,000	2,833	5,000	5,000	5,000
53410 TOOLS & EQUIPMENT	1,816	2,200	1,055	2,200	2,200	2,200
53510 FUEL	38,354	52,000	41,730	52,000	52,000	52,000
53610 MAINT. & REPAIR MATERIALS	291,005	275,932	198,022	275,932	275,932	275,932
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 335,690</b>	<b>\$ 336,932</b>	<b>\$ 244,084</b>	<b>\$ 336,932</b>	<b>\$ 336,932</b>	<b>\$ 336,932</b>
<b>CAPITAL OUTLAY</b>						
55950 OFFICE EQUIP & FURNISH		\$ -	\$ -	\$ -	\$ -	\$ -
55960 VEHICLES & EQUIPMENT		-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,147,489</b>	<b>\$ 1,219,161</b>	<b>\$ 995,190</b>	<b>\$ 1,184,400</b>	<b>\$ 1,196,389</b>	<b>\$ 1,196,389</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Street – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 328 STREET**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
Public Workers Director	0.5	0	0	0
Street Supervisor	1	1	1	1
Sign and Signal Tech	2	2	2	2
Equipment Operator-Crewleader	3	4	4	4
Concrete Mason	1	1	1	1
Equipment Operator	1	0	0	0
Maintence Worker	5	3	3	3
<b>TOTAL</b>	<b>13.5</b>	<b>11</b>	<b>11</b>	<b>11</b>

***CITY OF BARTLESVILLE***  
2011-12 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.

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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.

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2011 Accomplishments:

- Bartlesville Public Library was named as a recipient of a multi-year grant from the Oklahoma Department of Libraries. BTOP (Broadband Technology Opportunities Program) will provide faster Internet connections, videoconferencing and upgrade computing capabilities.
- Literacy Services has expanded to 30 tutors and 34 pairs of students and tutors. This is a 50% increase over last year. Currently, 5 persons are enrolled in the Citizenship Classes in preparation of the U.S. Citizenship Test.
- Basic computer classes were presented to 120 beginning students.
- The Library's Interlibrary Loan Service of materials increased 60% since joining OCLC (Online Computer Library Center).
- Library staff attended 30+ continuing education events.
- 850 children registered in the 2010 Summer Reading Program. 750 children attended the 7 special event programs
- Completed several maintenance and repair projects: (1) New carpet and 3 new ergonomically correct workstations were installed. (2) Replacement light pole was installed and all poles repainted in the parking lots. (3) New office was created in the staff workroom. (4) Emergency telephones were installed in both elevators to comply with new elevator safety regulations. (5) The electronic signboard was replaced with a new one. (6) Termite treatments were done to the building in March 2011.

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**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Library – Summary  
 (continued)

- 2012 Objectives:
- Increase program attendance to all library sponsored events by 5%.
  - Increase circulation back to 2010 levels. (June 30, 2010-end of fiscal year 2010 recorded highest circulation at 502,399.)
  - Increase publicity of Library services by 10%.
  - Secure funding needed to replace 3 public computers.
  - Increase outreach services to daycare centers and the Books @ Home Program by 5%.
  - Increase circulating Book Club Kits to 25.
  - Certified Staff will attend at least two continuing education events per year for certification purposes.
  - Increase in-service training for tutors by 10%.
  - Continue maintenance and repair projects when needed, i.e., 5 year light bulb change out and repair of library grounds due to snow removal.

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

				<b>FUND 101 GENERAL DEPT 421 LIBRARY</b>
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$1,044,336</b>	<b>\$1,110,157</b>	<b>\$1,085,002</b>	<b>\$1,188,296</b>	<b>\$1,188,296</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**General Fund – Library – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 621,393	\$ 626,461	\$ 596,481	\$ 643,000	\$ 659,075	\$ 659,075
51130 FICA	45,847	48,700	45,631	49,200	50,430	50,430
51140 GROUP INSURANCE	90,434	89,871	89,871	94,318	94,318	94,318
51150 DB RETIREMENT	62,248	91,600	85,243	114,900	117,773	117,773
51155 DC RETIREMENT	748	1,800	1,826	2,000	2,050	2,050
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 820,670</b>	<b>\$ 858,432</b>	<b>\$ 819,052</b>	<b>\$ 903,418</b>	<b>\$ 923,646</b>	<b>\$ 923,646</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 2,803	\$ 3,950	\$ 3,950	\$ 3,950	\$ 3,950	\$ 3,950
52210 FINANCIAL SERVICES	3,705	3,000	3,500	3,200	3,200	3,200
52310 UTILITIES & COMMUNICATIONS	52,741	70,000	68,000	70,000	70,000	70,000
52510 OTHER SERVICES	29,300	34,500	38,500	26,150	26,150	26,150
52610 MAINT. & REPAIR SERVICE	30,909	31,875	35,000	36,150	36,150	36,150
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 119,458</b>	<b>\$ 143,325</b>	<b>\$ 148,950</b>	<b>\$ 139,450</b>	<b>\$ 139,450</b>	<b>\$ 139,450</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 8,144	\$ 11,000	\$ 12,500	\$ 13,900	\$ 13,900	\$ 13,900
53210 JANITORIAL SUPPLIES	3,089	4,500	4,500	6,000	6,000	6,000
53310 GENERAL SUPPLIES	72,143	82,000	82,000	82,000	82,000	82,000
53610 MAINT. & REPAIR MATERIALS	6,308	10,900	18,000	23,300	23,300	23,300
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 89,684</b>	<b>\$ 108,400</b>	<b>\$ 117,000</b>	<b>\$ 125,200</b>	<b>\$ 125,200</b>	<b>\$ 125,200</b>
<b>CAPITAL OUTLAY</b>						
55920 BUILDINGS & STRUCTURES	\$ 14,524	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 14,524</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 1,044,336</b>	<b>\$ 1,110,157</b>	<b>\$ 1,085,002</b>	<b>\$ 1,168,068</b>	<b>\$ 1,188,296</b>	<b>\$ 1,188,296</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Library – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 421 LIBRARY**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
Library Director	0.78	0.78	0.78	0.78
Assistant Library Director	1	1	1	1
Senior Librarian	1	1	1	1
Librarian	4	4	3	3
Literacy	0	0	0	1
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	6.571	5.787	5.787
<b>TOTAL</b>	<b>18.165</b>	<b>18.351</b>	<b>16.567</b>	<b>17.567</b>

***CITY OF BARTLESVILLE***  
2011-12 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.

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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.

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2011 Accomplishments:

- Enhanced Permanent Gallery with additional oil artifacts by working with Woolaroc to bring a collection of Phillips Petroleum Company memorabilia and “Lil Phil” dolls.
- Completed organization of the Griggs panorama negative collection.
- Secured \$10,000 Lyon Foundation Grant to replace the adult mannequins in the Osage Exhibit. Completion is expected by end of fiscal year.
- The Staff cataloged and added 5,727 new items and updated 13,589 items in the Museum’s collection.
- Implemented digital 2010 accession book by creating a permanent record of all donations.
- Created and hosted three temporary exhibits: *Gone but Not Forgotten*, *Spiritual Journey Through History*, and *Mom & Pop Grocery Stores*.
- The Museum staff presented 26 tours and programs with 1,100+ in attendance this fiscal year.

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**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Museum – Summary  
 (continued)

2012 Objectives:

- Increase volunteer base by a minimum of two new volunteers to work in the Museum Gift Shop.
- Research and present feasibility plan for a Museum Gift Shop sale at the Johnstone-Keeler Store during community event(s).
- Locate venues and increase Museum publicity outlets by 20%.
- Organize 3<sup>rd</sup> floor photo collection to better serve Museum visitors as well as staff when working on exhibits.
- Present three temporary exhibits.
- Increase programming efforts, both on and off-site by 10% by end of fiscal year.
- Continue with ongoing projects, i.e., inventory of donated items and accession records, reorganizing collection storage areas, digitalization preservation project.

Budget Highlights:

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

<b>FUND 101 GENERAL DEPT 425 HISTORY MUSEUM</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$159,727</b>	<b>\$174,383</b>	<b>\$171,275</b>	<b>\$174,960</b>	<b>\$174,960</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**General Fund – Museum – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 111,667	\$ 103,396	\$ 102,000	\$ 109,000	\$ 111,725	\$ 111,725
51130 FICA	8,343	8,000	7,803	8,300	8,508	8,508
51140 GROUP INSURANCE	20,869	34,437	34,437	23,579	23,579	23,579
51150 DB RETIREMENT	7,427	8,200	3,183	10,400	10,660	10,660
51155 DC RETIREMENT	1,246	1,400	2,952	1,500	1,538	1,538
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 149,552</b>	<b>\$ 155,433</b>	<b>\$ 150,375</b>	<b>\$ 152,779</b>	<b>\$ 156,010</b>	<b>\$ 156,010</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 909	\$ 1,250	\$ 700	\$ 1,250	\$ 1,250	\$ 1,250
52310 UTILITIES & COMMUNICATIONS	300	-	-	-	-	-
52410 PROFESSIONAL SERVICES	2,620	3,500	-	3,500	3,500	3,500
52510 OTHER SERVICES	855	2,000	1,000	2,000	2,000	2,000
52610 MAINT. & REPAIR SERVICE	1,739	2,500	2,500	2,500	2,500	2,500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 6,423</b>	<b>\$ 9,250</b>	<b>\$ 4,200</b>	<b>\$ 9,250</b>	<b>\$ 9,250</b>	<b>\$ 9,250</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 609	\$ 2,000	\$ 2,500	\$ 2,000	\$ 2,000	\$ 2,000
53210 JANITORIAL SUPPLIES	268	500	-	500	500	500
53310 GENERAL SUPPLIES	1,151	3,200	3,200	3,200	3,200	3,200
53610 MAINT. & REPAIR MATERIALS	1,724	4,000	11,000	4,000	4,000	4,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 3,752</b>	<b>\$ 9,700</b>	<b>\$ 16,700</b>	<b>\$ 9,700</b>	<b>\$ 9,700</b>	<b>\$ 9,700</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 159,727</b>	<b>\$ 174,383</b>	<b>\$ 171,275</b>	<b>\$ 171,729</b>	<b>\$ 174,960</b>	<b>\$ 174,960</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Museum – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 425 HISTORY MUSEUM**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
Director	0.22	0.22	0.22	0.22
Curator	1	1	1	1
Registrar	1	1	1	1
Volunteer Coordinator	1	1	1	1
Education Coordinator	1.475	0.725	0.725	0.725
Temporary	0	0	0	0
<b>TOTAL</b>	<b>4.695</b>	<b>3.945</b>	<b>3.945</b>	<b>3.945</b>

***CITY OF BARTLESVILLE***  
2011-12 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.

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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.

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2011 Accomplishments:

- Through the award and acceptance of a Tree Grant from the Oklahoma Department of Transportation, planted – trees in Jo Allyn Lowe Park and Civitan Park
- Received recognition from the State of Oklahoma for participation in the Tree City USA program for 26 years
- Completed a Parks and Recreation Feasibility Study which, through surveying, identifies what Bartlesville citizens desire in terms of park maintenance, facilities, and amenities.
- Divested of approximately 18 acres of underutilized and park properties.
- Maintained 403 acres of park land and 454 acres of right-of-way and other city owned properties with 10 employees, equating to 69 football fields per staff member.
- Made improvements at Oak Park Neighborhood Park, including two new wheelchair accessible picnic tables and a large charcoal cooker, through a grant from ConocoPhillips and volunteer help from the COP New Hire Network.
- Began a pilot program for the maintenance of landscape islands by private citizens

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**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Park and Recreation – Summary  
 (continued)

- 2012 Objectives:
- Develop a focused maintenance schedule based upon the results of the Parks and Recreation Feasibility Study
  - Fully implement and market the landscape island private maintenance program to Bartlesville residents and citizens

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

<b>FUND 101 GENERAL DEPT 431 PARK &amp; RECREATION</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$779,143</b>	<b>\$832,134</b>	<b>\$780,137</b>	<b>\$733,271</b>	<b>\$733,271</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**General Fund – Park and Recreation – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 429,926	\$ 410,842	\$ 419,424	\$ 331,000	\$ 339,275	\$ 339,275
51120 OVERTIME	1,089	2,100	1,188	2,100	2,153	2,153
51130 FICA	31,595	31,900	30,269	25,300	25,933	25,933
51140 GROUP INSURANCE	76,521	89,871	94,347	70,738	70,738	70,738
51150 DB RETIREMENT	51,470	74,600	71,885	71,400	73,185	73,185
51170 WORKER'S COMPENSATION	18,619	24,499	23,592	23,665	23,665	23,665
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 609,220</b>	<b>\$ 633,812</b>	<b>\$ 640,705</b>	<b>\$ 524,203</b>	<b>\$ 534,949</b>	<b>\$ 534,949</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 23,993	\$ 48,025	\$ 20,000	\$ 48,025	\$ 48,025	\$ 48,025
52310 UTILITIES & COMMUNICATIONS	23,976	33,197	21,969	33,197	33,197	33,197
52410 PROFESSIONAL SERVICES	\$ 300	4,000	-	4,000	4,000	4,000
52510 OTHER SERVICES	3,801	7,100	1,685	7,100	7,100	7,100
52610 MAINT. & REPAIR SERVICE	1,867	3,500	9,102	3,500	3,500	3,500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 53,937</b>	<b>\$ 95,822</b>	<b>\$ 52,756</b>	<b>\$ 95,822</b>	<b>\$ 95,822</b>	<b>\$ 95,822</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 711	\$ 3,000	\$ 208	\$ 3,000	\$ 3,000	\$ 3,000
53210 JANITORIAL SUPPLIES	4,293	3,000	3,810	3,000	3,000	3,000
53310 GENERAL SUPPLIES	14,780	28,000	15,094	28,000	28,000	28,000
53410 TOOLS & EQUIPMENT	2,103	4,000	2,530	4,000	4,000	4,000
53510 FUEL	23,491	22,000	24,141	22,000	22,000	22,000
53610 MAINT. & REPAIR MATERIALS	38,901	42,500	40,893	42,500	42,500	42,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 84,279</b>	<b>\$ 102,500</b>	<b>\$ 86,676</b>	<b>\$ 102,500</b>	<b>\$ 102,500</b>	<b>\$ 102,500</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Park and Recreation – Line Item Detail  
 (continued)

<b>CAPITAL OUTLAY</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
55920 BUILDINGS & STRUCTURES	31,707			\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 31,707</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 779,143</b>	<b>\$ 832,134</b>	<b>\$ 780,137</b>	<b>\$ 722,525</b>	<b>\$ 733,271</b>	<b>\$ 733,271</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Park and Recreation – Personnel and Capital Detail

FUND 101 GENERAL  
 DEPT 431 PARK & RECREATION

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
Forester	1	0	0	0
Park and Recreation Asst Planner	1	1	0	0
Parks Supervisor	1	1	1	1
Equipment Operator	4	2	1	1
Pesticide Applicator	1	1	1	1
Maintenance Worker	1	1	3	3
1/2 Maint Worker (shared w/ Stadium)	0.5	0.5	0.5	0.5
3/4 Equip Oper (Shared w/ Water)	0	0.75	0.75	0.75
3/4 Maint Worker (shared w/ Water)	2.25	0.75	0.75	0.75
Seasonal	1.25	1.25	0.5	0.5
<b>TOTAL</b>	<b>13</b>	<b>9.25</b>	<b>8.5</b>	<b>8.5</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Swimming Pools – Summary

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

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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.

---

2011 Accomplishments: • Completed the first successful operating year for Frontier Pool

---

2012 Objectives: • Develop options to raise private funding for the operation of the swimming pools similar to Tulsa’s program

---

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

<b>FUND 101 GENERAL DEPT 432 SWIMMING POOLS</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$85,894</b>	<b>\$74,350</b>	<b>\$76,256</b>	<b>\$0</b>	<b>\$0</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**General Fund – Swimming Pools – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 43,505	\$ 32,000	\$ 49,557	\$ -	\$ -	\$ -
51130 FICA	3,328	2,500	3,791	-	-	-
51180 UNEMPLOYMENT COMP	-	-	866	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 46,833</b>	<b>\$ 34,500</b>	<b>\$ 54,214</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 2,341	\$ 2,500	\$ 970	\$ -	\$ -	\$ -
52310 UTILITIES & COMMUNICATIONS	7,642	7,700	10,370	-	-	-
52410 PROFESSIONAL SERVICES	1,908	-	470	-	-	-
52510 OTHER SERVICES	47	800	56	-	-	-
52610 MAINT. & REPAIR SERVICE	1,416	1,000	537	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 13,360</b>	<b>\$ 12,000</b>	<b>\$ 12,403</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 80	\$ 600	\$ 30	\$ -	\$ -	\$ -
53210 JANITORIAL SUPPLIES	865	750	600	-	-	-
53310 GENERAL SUPPLIES	20,769	22,500	6,000	-	-	-
53410 TOOLS & EQUIPMENT	34	500	9	-	-	-
53610 MAINT. & REPAIR MATERIALS	3,953	3,500	3,000	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 25,701</b>	<b>\$ 27,850</b>	<b>\$ 9,639</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 85,894</b>	<b>\$ 74,350</b>	<b>\$ 76,256</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

***CITY OF BARTLESVILLE***  
2011-12 Operating Budget  
General Fund – Swimming Pools – Personnel and Capital Detail

**FUND 101 GENERAL  
DEPT 432 SWIMMING POOLS**

***PERSONNEL SCHEDULE***

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All pool personnel are now recorded in the Pool Enterprise Funds.

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 General Fund – Transfers – Summary

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

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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.

---

2011 Accomplishments: N/A

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2012 Objectives: N/A

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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.

<b>FUND 101 GENERAL DEPT 900 TRANSFERS</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$275,532</b>	<b>\$360,018</b>	<b>\$360,018</b>	<b>\$1,149,981</b>	<b>\$1,149,981</b>



**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**General Fund – Transfers – Line Item Detail**

<b>TRANSFERS</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
59207 E 9-1-1 FUND	\$ 157,635	\$ 212,908	\$ 212,908	\$ 319,519	\$ 319,519	\$ 319,519
59276 DOENGES MEMORIAL STADIUM	-	-	-	7,127	7,127	7,127
59513 ADAMS GOLF COURSE	117,897	113,110	113,110	54,296	54,296	54,296
59515 SOONER POOL	-	-	-	26,000	26,000	26,000
59516 FRONTIER POOL	-	34,000	34,000	68,000	68,000	68,000
59663 AUTO COLLISION INSURANCE	-	-	-	100,000	100,000	100,000
59670 STABILIZATION RESERVE	-	-	-	575,039	575,039	575,039
<b>TOTAL TRANSFERS</b>	<b>\$ 275,532</b>	<b>\$ 360,018</b>	<b>\$ 360,018</b>	<b>\$ 1,149,981</b>	<b>\$ 1,149,981</b>	<b>\$ 1,149,981</b>
<b>TOTAL BUDGET</b>	<b>\$ 275,532</b>	<b>\$ 360,018</b>	<b>\$ 360,018</b>	<b>\$ 1,149,981</b>	<b>\$ 1,149,981</b>	<b>\$ 1,149,981</b>

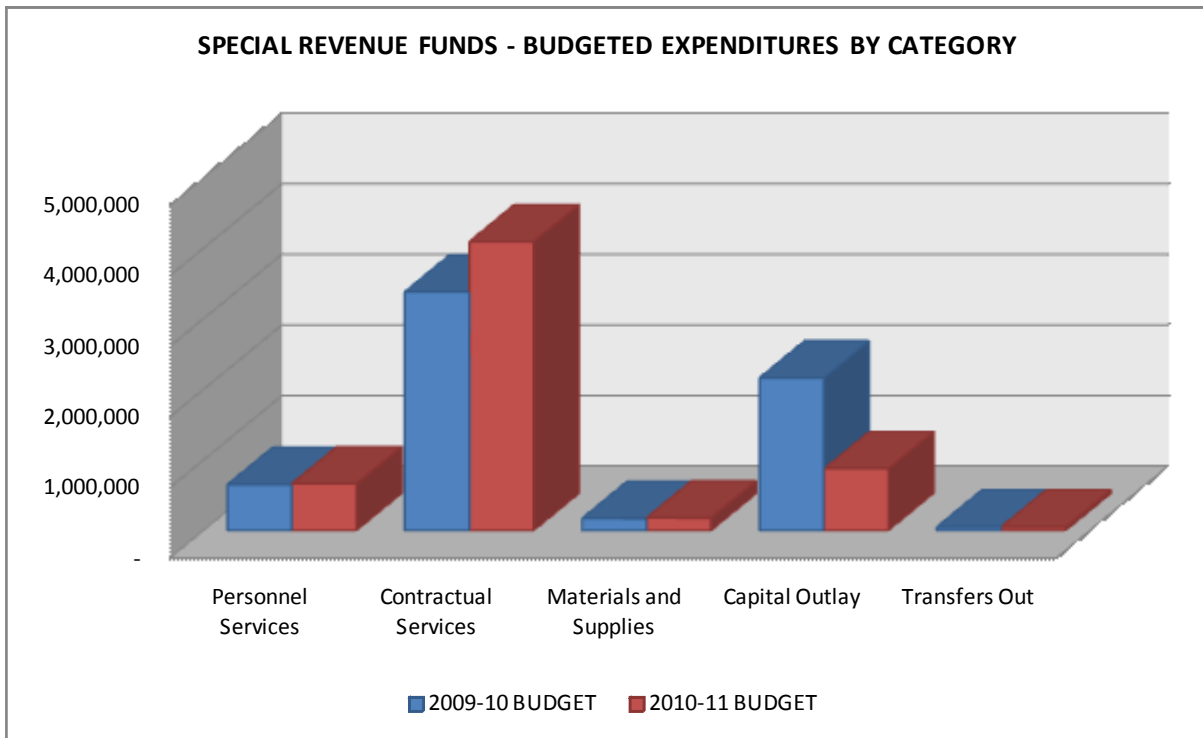
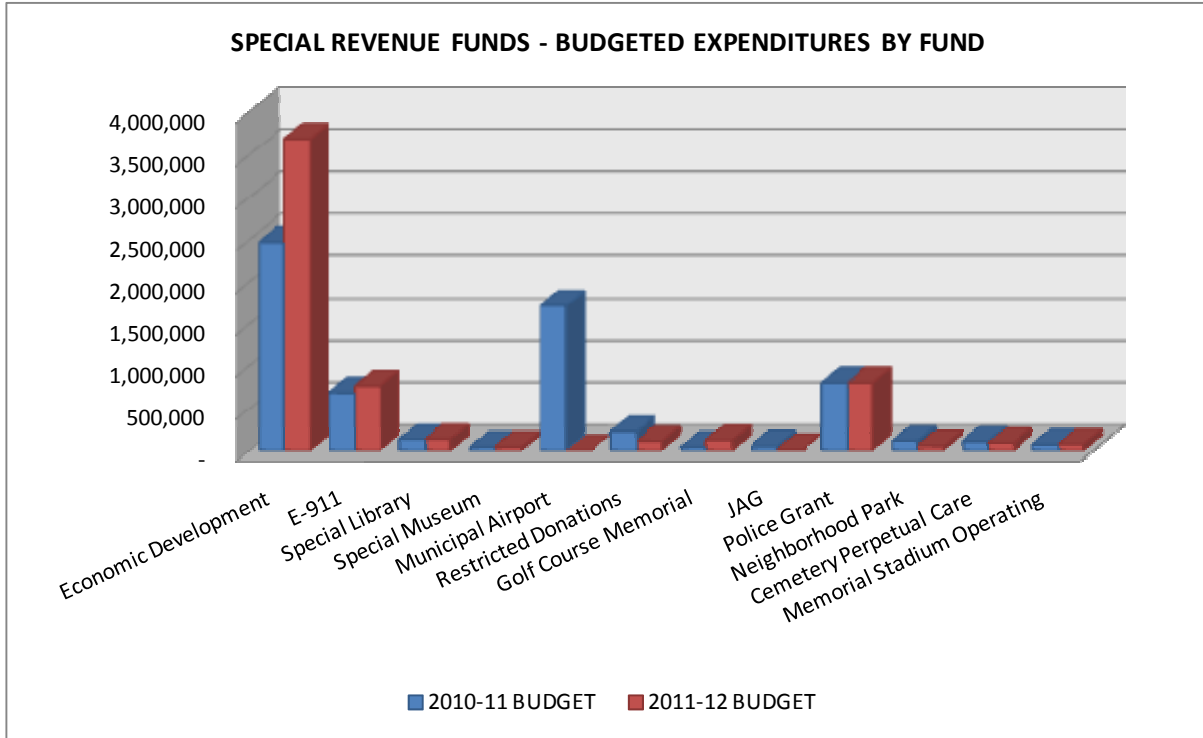
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# SPECIAL REVENUE FUNDS



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**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Special Revenue Funds – Expenditure Graphs



**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Special Revenue Funds – Expenditure Summary by Fund

*Expenditures and Reserves*

<b>EXPENDITURES AND RESERVES BY FUND</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Economic Development	\$ 1,060,817	\$ 2,470,444	\$ 991,242	\$ 3,691,184
E-911	643,991	684,748	649,469	762,619
Special Library	157,923	129,173	128,450	133,250
Special Museum	19,829	40,200	28,765	40,443
Municipal Airport	3,619,450	1,714,006	1,714,006	-
Restricted Donations	434,240	222,449	165,727	108,839
Golf Course Memorial	14,761	41,473	41,600	120,000
JAG	44,000	48,433	48,433	11,340
Police Grant	-	800,000	-	800,000
Neighborhood Park	5,207	110,818	51,346	51,348
Cemetery Perpetual Care	6,600	103,691	15,000	87,990
Memorial Stadium Operating	40,857	68,167	38,012	71,079
<b>Total Expenditures and Reserves</b>	<b>\$ 6,047,675</b>	<b>\$ 6,433,602</b>	<b>\$ 3,872,050</b>	<b>\$ 5,878,092</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**Special Revenue Funds – Expenditure Summary by Line Item**

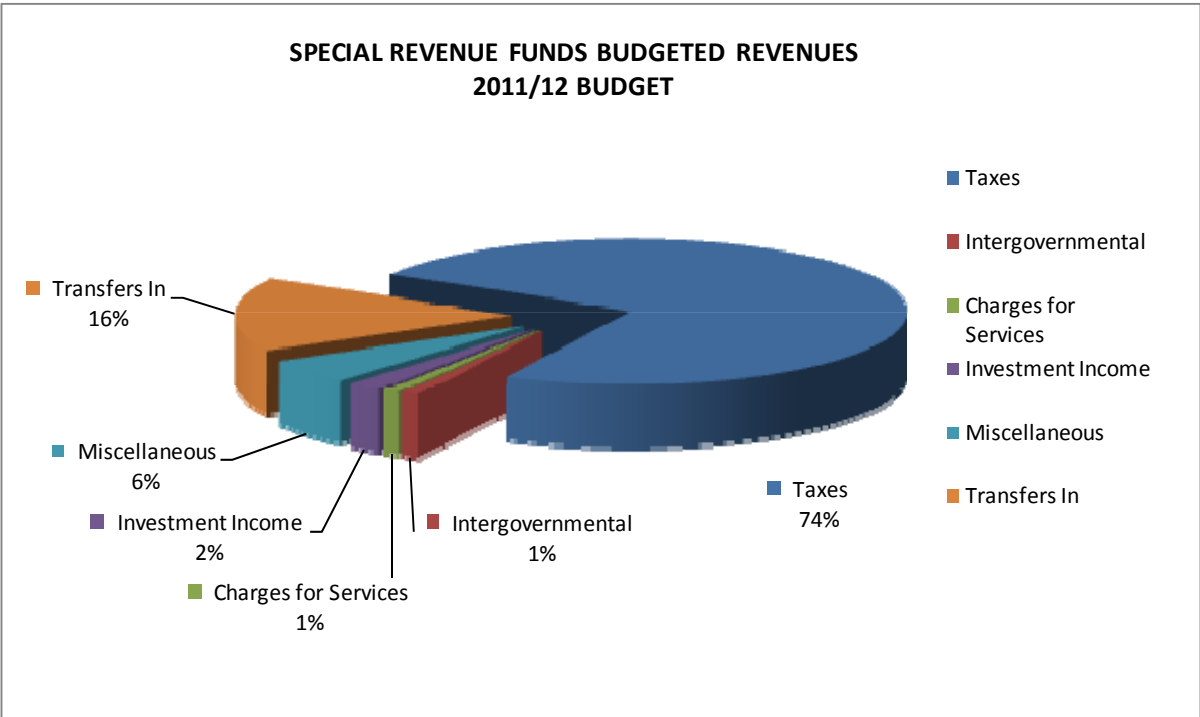
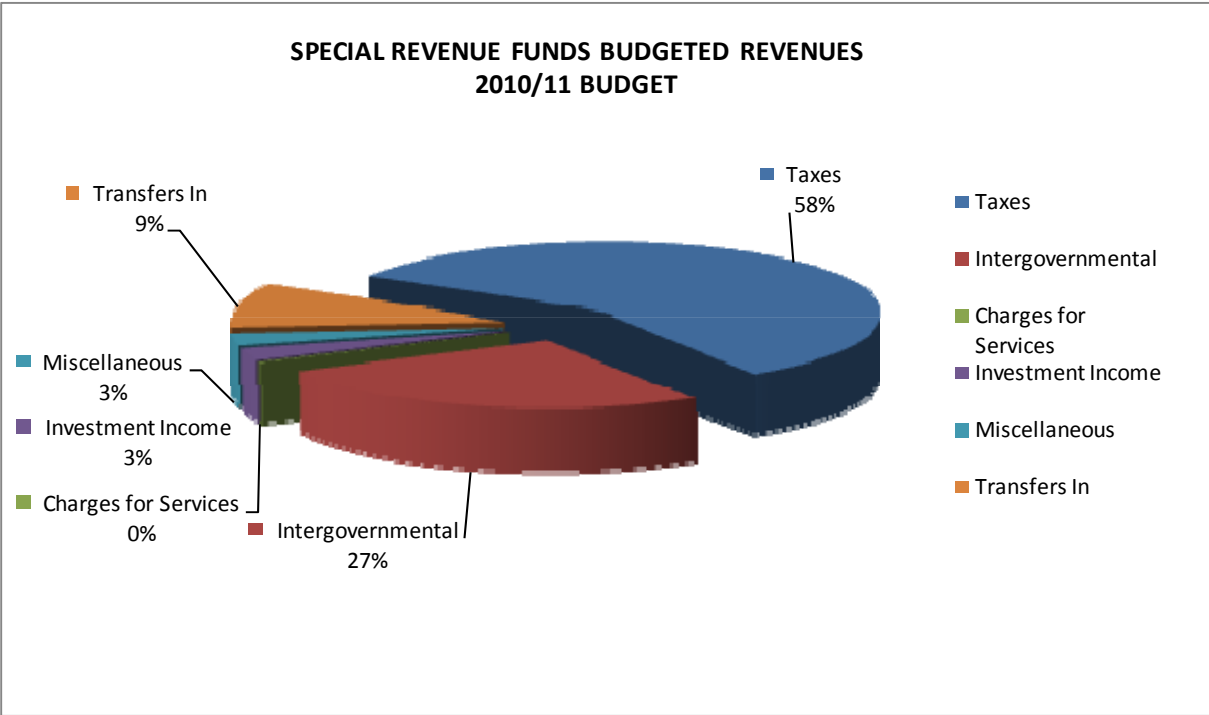
<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 465,076	\$ 478,016	\$ 473,880	\$ 469,000	\$ 480,725	\$ 480,725
51120 OVERTIME	1,565	3,200	1,698	3,200	3,280	3,280
51130 FICA	34,365	37,020	35,125	35,829	36,725	36,725
51140 GROUP INSURANCE	76,729	82,958	83,550	86,458	86,458	86,458
51150 DB RETIREMENT	43,397	41,088	41,295	46,300	47,458	47,458
51155 DC RETIREMENT	4,556	10,100	10,803	9,300	9,533	9,533
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 625,688</b>	<b>\$ 652,382</b>	<b>\$ 646,351</b>	<b>\$ 650,087</b>	<b>\$ 664,179</b>	<b>\$ 664,179</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 6,177	\$ 15,704	\$ 2,000	\$ 15,454	\$ 15,454	\$ 15,454
52310 UTILITIES & COMMUNICATIONS	65,914	80,218	65,052	107,418	107,418	107,418
52410 PROFESSIONAL SERVICES	289,632	790,764	556,156	251,000	251,000	251,000
52510 OTHER SERVICES	107,943	1,539,164	111,121	2,820,284	2,820,284	2,820,284
52610 MAINT. & REPAIR SERVICE	1,251	6,338	-	2,000	2,000	2,000
52710 OPERATIONAL SERVICES	939,977	950,000	894,996	895,000	895,000	895,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 1,410,904</b>	<b>\$ 3,382,188</b>	<b>\$ 1,633,432</b>	<b>\$ 4,091,156</b>	<b>\$ 4,091,156</b>	<b>\$ 4,091,156</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 4,431	\$ 2,500	\$ 966	\$ 12,500	\$ 12,500	\$ 12,500
53210 JANITORIAL SUPPLIES	554	750	750	750	750	750
53310 GENERAL SUPPLIES	141,403	131,496	132,034	144,440	144,440	144,440
53410 TOOLS & EQUIPMENT	21,318	9,700	11,023	700	700	700
53510 FUEL	-	250	250	250	250	250
53610 MAINT. & REPAIR MATERIALS	11,584	28,973	7,892	22,000	22,000	22,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 179,290</b>	<b>\$ 173,669</b>	<b>\$ 152,915</b>	<b>\$ 180,640</b>	<b>\$ 180,640</b>	<b>\$ 180,640</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**Special Revenue Funds – Expenditure Summary by Line Item**  
**(continued)**

<b>CAPITAL OUTLAY</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
55910 LAND	\$ 30,500	\$ -	\$ -	\$ -	\$ -	\$ -
55920 BUILDINGS & STRUCTURES	3,336,579	1,930,405	1,212,242	767,990	767,990	767,990
55930 OTHER IMPROVEMENTS	454,592	232,486	175,764	108,839	108,839	108,839
55950 OFFICE EQUIP & FURNISH	3,800	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 3,825,471</b>	<b>\$ 2,162,891</b>	<b>\$ 1,388,006</b>	<b>\$ 876,829</b>	<b>\$ 876,829</b>	<b>\$ 876,829</b>
<b>TRANSFERS OUT</b>						
59204 BOND FINANCING	\$ 6,322	\$ -	\$ -	\$ -	\$ -	\$ -
59715 BMA - WATER	-	51,346	51,346	51,348	51,348	51,348
<b>TOTAL TRANSFERS</b>	<b>\$ 6,322</b>	<b>\$ 51,346</b>	<b>\$ 51,346</b>	<b>\$ 51,348</b>	<b>\$ 51,348</b>	<b>\$ 51,348</b>
<b>TOTAL BUDGET</b>	<b>\$ 6,047,675</b>	<b>\$ 6,422,476</b>	<b>\$ 3,872,050</b>	<b>\$ 5,850,060</b>	<b>\$ 5,864,152</b>	<b>\$ 5,864,152</b>



**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Special Revenue Funds – Revenue Graphs



**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Special Revenue Funds – Revenue Summary by Source

<b>REVENUE BY SOURCE</b>		<i>Revenues</i>			
		<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Sales Tax		\$ 1,227,132	\$ 1,187,386	\$ 1,272,714	\$ 1,272,714
Hotel-Motel Tax		142,174	136,500	149,297	142,500
Cigarette Tax		17,066	16,158	18,327	-
Franchise Tax		443,939	445,200	435,818	440,600
Intergovernmental		138,923	835,537	850,967	27,500
Charges for Services		4,612	5,600	3,992	23,500
Interest and Investment Income		103,382	89,010	61,923	53,455
Donations and Miscellaneous		336,715	86,875	125,523	139,100
Transfer In:	From BLTA	47,779	40,000	51,463	40,000
	From General	157,635	212,908	212,908	326,646
	From History Museum Trust	31,500	42,516	42,516	40,000
Fund Balance		4,630,571	3,750,470	4,650,093	3,203,491
<b>Total Available for Appropriation</b>		<b>\$ 7,281,428</b>	<b>\$ 6,848,160</b>	<b>\$ 7,875,541</b>	<b>\$ 5,709,506</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Special Revenue Funds – Personnel Summary

*Personnel*

<b>PERSONNEL COUNTS BY DEPARTMENT</b>	<b>2009-10 ACTUAL FTEs</b>	<b>2010-11 BUDGETED FTEs</b>	<b>2010-11 ACTUAL FTEs</b>	<b>2011-12 BUDGETED FTEs</b>
E-911 Fund:				
Dispatch	12	12	12	12
Special Library:				
Library	1	1	1	0
Special Museum:				
Museum	0	0.5	0.5	0.5
Memorial Stadium Operating Fund:				
Doenges Memorial Stadium	0.5	0.5	0.5	0.5
<b>Total Expenditures</b>	<b>13.5</b>	<b>14</b>	<b>14</b>	<b>13</b>

***CITY OF BARTLESVILLE***  
2011-12 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.

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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.

---

2011 Accomplishments:

- Refreshed the community's five-year economic development plan and validated targeted industry sectors.
- Formalized incentive policies and organizational performance metrics.
- Launched an aggressive direct mail campaign for business recruitment prospects in the targeted sectors.
- Revamped BDC website and marketing collateral.
- Facilitated the filming of a major motion picture (Redbud Pictures) in the Bartlesville area.
- Earned Oklahoma Tourism's highest honor for Best Social Media Campaign.

---

2012 Objectives:

- Initiate a direct mail recruitment campaign targeting small manufacturers in the Upper Midwest.
- Secure 50+ primary-industry jobs through recruitment, retention, and/or expansion projects.
- Revamp Convention and Visitors Bureau website.
- Increase group tour traffic by 15%.

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***CITY OF BARTLESVILLE***  
 2011-12 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.

<b>FUND 203 ECONOMIC DEVELOPMENT DEPT 538 ECONOMIC DEVELOPMENT</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$1,060,817</b>	<b>\$2,470,444</b>	<b>\$991,242</b>	<b>\$3,691,184</b>	<b>\$3,691,184</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Economic Development Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Economic Development	\$ 1,060,817	\$ 2,470,444	\$ 991,242	\$ 3,691,184
<b>Total Expenditures</b>	<b>\$ 1,060,817</b>	<b>\$ 2,470,444</b>	<b>\$ 991,242</b>	<b>\$ 3,691,184</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Sales Tax	\$ 1,227,132	\$ 1,187,386	\$ 1,272,714	\$ 1,272,714
Hotel-Motel Tax	142,174	136,500	149,297	142,500
Cigarette Tax	17,066	16,158	18,327	-
Interest and Investment Income	30,492	29,430	28,533	28,500
Donations and Miscellaneous	209,619	-	-	-
Fund Balance	1,204,175	1,254,134	1,769,841	2,247,470
<b>Total Available for Appropriation</b>	<b>\$ 2,830,658</b>	<b>\$ 2,623,608</b>	<b>\$ 3,238,712</b>	<b>\$ 3,691,184</b>

**CITY OF BARTLESVILLE**

2011-12 Operating Budget

Economic Development Fund – Economic Development – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
52410 PROFESSIONAL SERVICES	\$ 39,340	\$ -	\$ 9,921	\$ -	\$ -	\$ -
52510 OTHER SERVICES	81,500	1,520,444	82,218	2,796,184	2,796,184	2,796,184
52710 OPERATIONAL SERVICES	939,977	950,000	894,996	895,000	895,000	895,000
52950 MISCELLANEOUS	-	-	4,107	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 1,060,817</b>	<b>\$ 2,470,444</b>	<b>\$ 991,242</b>	<b>\$ 3,691,184</b>	<b>\$ 3,691,184</b>	<b>\$ 3,691,184</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,060,817</b>	<b>\$ 2,470,444</b>	<b>\$ 991,242</b>	<b>\$ 3,691,184</b>	<b>\$ 3,691,184</b>	<b>\$ 3,691,184</b>

# ***CITY OF BARTLESVILLE***

## **2011-12 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.

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**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.

---

**2011 Accomplishments:**

- Installation of updated CAD software for dispatch
- Training on new software
- Add county radio frequency to dispatch consoles to allow dispatchers to become accustomed to radio traffic on that frequency
- Coordinate with the Sheriff Office to develop a uniform set of codes for use by both agencies to reduce confusion in dispatch

---

**2012 Objectives:**

- Move dispatch center to new location
- Implement AT&T hosted solution for E-911
- Improve call answering methods to improve efficiency
- Implement silent dispatch to units
- Take over dispatching for Washington County Sheriff Office

---

**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***

2011-12 Operating Budget

E-911 Fund – Summary

(continued)

<b>FUND 207 E-911 DEPT 275 EMERGENCY DISPATCH</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$643,991</b>	<b>\$674,473</b>	<b>\$649,469</b>	<b>\$748,679</b>	<b>\$748,679</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 E-911 Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Emergency Dispatch	\$ 643,991	\$ 674,473	\$ 649,469	\$ 748,679
Reserves:           Compensated Absences Reserve	-	10,275	-	13,940
<b>Total Expenditures and Reserves</b>	<b>\$ 643,991</b>	<b>\$ 684,748</b>	<b>\$ 649,469</b>	<b>\$ 762,619</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
E-911 Service Tax	\$ 207,899	\$ 205,700	\$ 193,261	\$ 193,200
E-911 Wireless Fee	236,040	239,500	242,557	247,400
Charges for Services	2,400	2,400	2,400	2,400
Interest and Investment Income	596	150	202	100
Transfer In:       General	157,635	212,908	212,908	319,519
Fund Balance	61,254	24,090	21,833	23,692
<b>Total Available for Appropriation</b>	<b>\$ 665,824</b>	<b>\$ 684,748</b>	<b>\$ 673,161</b>	<b>\$ 762,619</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**E-911 Fund – Emergency Dispatch – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 420,852	\$ 427,112	\$ 418,679	\$ 447,000	\$ 458,175	\$ 458,175
51120 OVERTIME	1,565	3,200	1,698	3,200	3,280	3,280
51130 FICA	31,127	33,027	31,057	34,129	34,982	34,982
51140 GROUP INSURANCE	76,521	82,958	82,958	86,458	86,458	86,458
51150 DB RETIREMENT	38,256	34,200	33,437	43,300	44,383	44,383
51155 DC RETIREMENT	4,540	10,100	10,754	9,300	9,533	9,533
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 572,861</b>	<b>\$ 590,597</b>	<b>\$ 578,583</b>	<b>\$ 623,387</b>	<b>\$ 636,811</b>	<b>\$ 636,811</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 588	\$ 1,000	\$ -	\$ 750	\$ 750	\$ 750
52310 UTILITIES & COMMUNICATIONS	55,053	68,218	53,273	95,418	95,418	95,418
52510 OTHER SERVICES	12,413	6,720	16,647	12,100	12,100	12,100
52610 MAINT. & REPAIR SERVICE	1,231	5,338	-	1,000	1,000	1,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 69,285</b>	<b>\$ 81,276</b>	<b>\$ 69,920</b>	<b>\$ 109,268</b>	<b>\$ 109,268</b>	<b>\$ 109,268</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 894	\$ 2,000	\$ 966	\$ 2,000	\$ 2,000	\$ 2,000
53310 GENERAL SUPPLIES	787	500	-	500	500	500
53610 MAINT. & REPAIR MATERIALS	164	100	-	100	100	100
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,845</b>	<b>\$ 2,600</b>	<b>\$ 966</b>	<b>\$ 2,600</b>	<b>\$ 2,600</b>	<b>\$ 2,600</b>
<b>TOTAL BUDGET</b>	<b>\$ 643,991</b>	<b>\$ 674,473</b>	<b>\$ 649,469</b>	<b>\$ 735,255</b>	<b>\$ 748,679</b>	<b>\$ 748,679</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 E-911 Fund – Emergency Dispatch – Personnel and Capital Detail

FUND 207 E-911  
 DEPT 275 EMERGENCY DISPATCH

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
Emergency Comm. Tech	12	12	12	12
<b>TOTAL</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>

# ***CITY OF BARTLESVILLE***

## 2011-12 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.

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

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- 2011 Accomplishments:
- The Bartlesville Library Trust Authority allocation increased by 7.21% for collection materials this fiscal year
  - Grants received from ConocoPhillips provided downloadable books, new Book Club Kits, Literacy training materials, student materials, and books for preschool kids at the three Title I schools in Bartlesville.
  - Friends of the Library contributed \$7,700 for special event programs.
- 

- 2012 Objectives:
- Secure funding for programs to increase attendance by 5%.
  - Increase Literacy tutor training sessions by 10%.
  - Provide a superior collection by purchasing materials with monies allocated by the Bartlesville Library Trust Authority and grant monies.
  - Research, select, and purchase new assessment materials for ESL (English as Second Language) students
- 

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

<b>FUND 208 SPECIAL LIBRARY DEPT 421 LIBRARY</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$157,923</b>	<b>\$128,450</b>	<b>\$128,450</b>	<b>\$133,250</b>	<b>\$133,250</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Special Library Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Library	\$ 157,923	\$ 128,450	\$ 128,450	\$ 133,250
Reserves:       Compensated Absences Reserve	-	723	-	-
<b>Total Expenditures</b>	<b>\$ 157,923</b>	<b>\$ 129,173</b>	<b>\$ 128,450</b>	<b>\$ 133,250</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Intergovernmental	\$ 33,339	\$ 25,500	\$ 32,028	\$ 27,500
Interest and Investment Income	6,280	6,120	3,999	3,510
Donations and Miscellaneous	33,824	14,770	10,285	31,000
Transfer In:       From BLTA	47,779	40,000	51,463	40,000
Fund Balance	307,931	233,924	271,130	240,455
<b>Total Available for Appropriation</b>	<b>\$ 429,153</b>	<b>\$ 320,314</b>	<b>\$ 368,905</b>	<b>\$ 342,465</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Special Library Fund – Library – Line Item Detail

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 30,612	\$ 30,000	\$ 34,662	\$ -	\$ -	\$ -
51130 FICA	2,323	2,300	2,635	-	-	-
51150 DB RETIREMENT	3,516	5,400	5,172	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 36,451</b>	<b>\$ 37,700</b>	<b>\$ 42,469</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 679	\$ 650	\$ 2,000	\$ 650	\$ 650	\$ 650
52510 OTHER SERVICES	3,740	3,000	3,000	3,000	3,000	3,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 4,419</b>	<b>\$ 3,650</b>	<b>\$ 5,000</b>	<b>\$ 3,650</b>	<b>\$ 3,650</b>	<b>\$ 3,650</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 3,537	-	-	\$ 10,000	\$ 10,000	\$ 10,000
53310 GENERAL SUPPLIES	83,016	87,100	80,981	119,600	119,600	119,600
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 86,553</b>	<b>\$ 87,100</b>	<b>\$ 80,981</b>	<b>\$ 129,600</b>	<b>\$ 129,600</b>	<b>\$ 129,600</b>
<b>CAPITAL OUTLAY</b>						
55920 BUILDINGS & STRUCTURES	\$ 30,500	-	-	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 30,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 157,923</b>	<b>\$ 128,450</b>	<b>\$ 128,450</b>	<b>\$ 133,250</b>	<b>\$ 133,250</b>	<b>\$ 133,250</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Special Library Fund – Library – Personnel and Capital Detail

FUND 208 SPECIAL LIBRARY  
 DEPT 421 LIBRARY

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
Literacy Coordinator	1	1	1	0
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>



**CITY OF BARTLESVILLE**  
 2011-12 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

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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.

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- 2011 Accomplishments:
- Museum Clerk began the multi-year project of digitalizing the Griggs Photo Collection. By June 30, 2011, 2,286 photos were cataloged which is believed to be approximately 20%. Exact numbers are undetermined due to the fact that many photos are unaccessioned
  - The funding for the Osage Exhibit renovation was secured in part with a \$10,000 grant from the Lyon Foundation
- 

- 2012 Objectives:
- The History Museum Trust Authority again provided the funds for the continuation of the Museum’s four billboards. Historical photos of Bartlesville are rotated no less than twice per year
  - Three temporary exhibits will be created and on display during fiscal year 2012
- 

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

<b>FUND 209 SPECIAL MUSEUM DEPT 425 MUSUEM</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$19,829</b>	<b>\$40,200</b>	<b>\$28,765</b>	<b>\$40,443</b>	<b>\$40,443</b>

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**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Special Museum Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Museum	\$ 19,829	\$ 40,200	\$ 28,765	\$ 40,443
<b>Total Expenditures</b>	<b>\$ 19,829</b>	<b>\$ 40,200</b>	<b>\$ 28,765</b>	<b>\$ 40,443</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Interest and Investment Income	\$ 265	\$ 200	\$ 593	\$ 500
Donations and Miscellaneous	8,728	-	10,573	-
Transfer In: History Musuem Trust	31,500	42,516	42,516	40,000
Fund Balance	752	20,066	21,416	46,333
<b>Total Available for Appropriation</b>	<b>\$ 41,245</b>	<b>\$ 62,782</b>	<b>\$ 75,098</b>	<b>\$ 86,833</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Special Museum Fund – Museum – Line Item Detail

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ -	\$ 9,000	\$ 4,890	\$ 9,000	\$ 9,225	\$ 9,225
51130 FICA	-	700	375	700	718	718
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ -</b>	<b>\$ 9,700</b>	<b>\$ 5,265</b>	<b>\$ 9,700</b>	<b>\$ 9,943</b>	<b>\$ 9,943</b>
<b>CONTRACTUAL SERVICES</b>						
52410 PROFESSIONAL SERVICES	\$ 7,725	\$ 14,500	\$ 10,000	\$ 11,000	\$ 11,000	\$ 11,000
52510 OTHER SERVICES	9,655	8,500	8,500	8,500	8,500	8,500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 17,380</b>	<b>\$ 23,000</b>	<b>\$ 18,500</b>	<b>\$ 19,500</b>	<b>\$ 19,500</b>	<b>\$ 19,500</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53310 GENERAL SUPPLIES	\$ 2,449	\$ 7,500	\$ 5,000	\$ 11,000	\$ 11,000	\$ 11,000
53610 MAINT. & REPAIR MATERIALS	-	-	-	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 2,449</b>	<b>\$ 7,500</b>	<b>\$ 5,000</b>	<b>\$ 11,000</b>	<b>\$ 11,000</b>	<b>\$ 11,000</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 19,829</b>	<b>\$ 40,200</b>	<b>\$ 28,765</b>	<b>\$ 40,200</b>	<b>\$ 40,443</b>	<b>\$ 40,443</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Special Museum Fund – Museum – Personnel and Capital Detail

FUND 209 SPECIAL MUSEUM  
 DEPT 425 MUSUEM

**PERSONNEL SCHEDULE**

<u>CLASSIFICATION</u>	<u>2009-10 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2010-11 BUDGETED NUMBER OF EMPLOYEES</u>	<u>2010-11 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2011-12 BUDGTED NUMBER OF EMPLOYEES</u>
Special Projects Clerk	0	0.5	0.5	0.5
<b>TOTAL</b>	<b>0</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>

**CITY OF BARTLESVILLE**  
 2011-12 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 3<sup>rd</sup> 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 3<sup>rd</sup> party lessees directly, and the City no longer acts as the pass-through for these funds.

- 2011 Accomplishments:
- Completed construction of the taxiway lights and distance remaining signs.
  - Revised capital 5-year plans for the Oklahoma Aeronautics Commission and FAA
  - Started the obstruction survey to determine the feasibility of pursuing instrument landing systems for the airport.
  - Designed 10-Unit T-Hangers.
  - Replacement of approximately 1,200 feet of taxiway.

- 2012 Objectives:
- Complete construction of 10 unit T-Hanger Project.
  - Complete construction of the Taxiway Pavement replacement.

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

<b>FUND 240 MUNICIPAL AIRPORT DEPT 147 AIRPORT</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$3,619,450</b>	<b>\$1,714,006</b>	<b>\$1,714,006</b>	<b>\$0</b>	<b>\$0</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Municipal Airport Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Airport	\$ 3,619,450	\$ 1,714,006	\$ 1,714,006	\$ -
<b>Total Expenditures</b>	<b>\$ 3,619,450</b>	<b>\$ 1,714,006</b>	<b>\$ 1,714,006</b>	<b>\$ -</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Intergovernmental	\$ 36,630	\$ -	\$ -	\$ -
Interest and Investment Income	46,353	45,810	23,318	17,475
Fund Balance	2,086,137	1,668,196	2,012,185	321,497
<b>Total Available for Appropriation</b>	<b>\$ 2,169,120</b>	<b>\$ 1,714,006</b>	<b>\$ 2,035,503</b>	<b>\$ 338,972</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**Municipal Airport Fund – Airport – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 1,228	\$ -	\$ 3,443	\$ -	\$ -	\$ -
51120 OVERTIME	-	-	-	-	-	-
51130 FICA	94	-	263	-	-	-
51140 GROUP INSURANCE	208	-	592	-	-	-
51150 DB RETIREMENT	118	-	482	-	-	-
51155 DC RETIREMENT	16	-	49	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 1,664</b>	<b>\$ -</b>	<b>\$ 4,829</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CONTRACTUAL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
52210 FINANCIAL SERVICES	\$ 10			\$ -	\$ -	\$ -
52410 PROFESSIONAL SERVICES	\$ 239,414	\$ 536,264	\$ 531,435			
52510 OTHER SERVICES	490	-	-			
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 239,914</b>	<b>\$ 536,264</b>	<b>\$ 531,435</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53310 GENERAL SUPPLIES	\$ 2,660	\$ -	\$ -	\$ -	\$ -	\$ -
53410 TOOLS & EQUIPMENT	20,335	-	-	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 22,995</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>						
55930 OTHER IMPROVEMENTS	\$ 3,334,525	\$ 1,177,742	\$ 1,177,742	\$ -	\$ -	\$ -
55940 MACHINERY & EQUIPMENT	20,352	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 3,354,877</b>	<b>\$ 1,177,742</b>	<b>\$ 1,177,742</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 3,619,450</b>	<b>\$ 1,714,006</b>	<b>\$ 1,714,006</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**CITY OF BARTLESVILLE**  
 2011-12 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.

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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.

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- 2011 Accomplishments:
- Purchased equipment and supplies otherwise unavailable through reduced budgetary funds.
  - Purchased ballistic plates and vests for special ops team.
  - Purchased new NFPA compliant 4,500 psi breathing system as old compressor finally wore out. Fill station was not compliant and dangerous. This addition will help allow us to meet NFPA regulations for SCBA equipment in High Rise firefighting.
  - Purchased individual SCBA masks for each fire fighter.
- 

- 2012 Objectives:
- Funding for specialized training
  - Purchase materials for drug enforcement activities.
  - Funding for specialized for K-9 drug dogs, Police Reserves.
  - Purchase shelving for new Rope Rescue and Confined Space Trailer that was donated by financial institution to allow for proper care and protection of this equipment.
- 

Budget Highlights: The major budgeted expenditures in this fund include equipment for the Fire and Police departments, street improvements, the Centennial Plaza project in the Park and Recreation department, and renovations to Veteran’s Park and Frontier Pool.

**FUND 243 RESTRICTED DONATIONS  
 ALL DEPARTMENTS**

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$ 434,240	\$ 222,449	\$ 165,727	\$ 108,839	\$ 108,839

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**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Restricted Donations Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
General Services	\$ -	\$ 5,427	\$ 1,941	\$ 3,399
Community Development	1,570	931	-	189
Fire	6,429	59,231	68,298	3,775
Police	45,109	107,469	92,288	48,565
Park and Recreation	343	45,191	2,324	45,680
Swimming Pools	328,596	1,138	876	4,151
Stadium	-	3,062	-	3,080
Transfers Out: 2007 G.O. Bond fund	<u>52,193</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Expenditures</b>	<b><u>\$ 434,240</u></b>	<b><u>\$ 222,449</u></b>	<b><u>\$ 165,727</u></b>	<b><u>\$ 108,839</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Interest and Investment Income	\$ 11,885	\$ -	\$ 751	\$ -
Donations and Miscellaneous	<u>57,645</u>	<u>-</u>	<u>42,940</u>	<u>-</u>
Fund Balance	<u>649,020</u>	<u>222,449</u>	<u>230,875</u>	<u>108,839</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 718,550</u></b>	<b><u>\$ 222,449</u></b>	<b><u>\$ 274,566</u></b>	<b><u>\$ 108,839</u></b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Restricted Donations Fund – Expense Outlay Detail

**FUND 243 SPECIAL REVENUE  
 ALL DEPARTMENTS**

*Expense Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>09/10 ACTUAL</b>	<b>10/11 BUDGET</b>	<b>10/11 ESTIMATE</b>	<b>11/12 BUDGET</b>
170	04037	Homeland Security	\$ -	\$ 5,427	\$ 1,941	\$ 3,399
180	10034	Bicycle Rodeo	1,570	931	-	189
250	99005	Albright Fire Trust	6,429	58,794	58,392	808
250	08024	Fire Station #3	-	437	-	780
250	99042	General Fire Donations	-	-	-	2,100
250	10043	Walton Family	-	-	9,906	87
270	10043	Walton Family	8,548	-	-	1,600
270	NA	Police	-	-	17,011	-
270	99006	Albright Police Trust	200	559	559	-
270	99030	Police Reserve	-	1,552	-	2,278
270	99031	Police Explorer	3,500	1,782	-	-
270	99028	Federal Drug Task Force Reimbursements	28,028	103,576	27,708	29,770
270	99027	State Drug Seizures	-	-	22,613	14,751
270	99036	K9 police dog	4,136	-	7,596	-
270	10041	Cherokee Nation Gun Rack	697	-	15,808	-
270	10046	SOT-Special Operations Team	-	-	993	166
431	00016	Centennial Plaza	343	39,377	-	38,747
431	99038	Flag Football Fields	-	-	-	586
431	10023	Bruce Goff Tower	-	620	-	623
431	10024	Dog Park Donations	-	4,880	-	4,909
431	10045	Leadership Bartlesville Class XIX Project	-	-	2,324	-
431	99033	Sante Fe Engine Preservation	-	314	-	315
431	11013	McAlister Park	-	-	-	500
432	08029	Frontier Park Project	328,596	1,138	876	4,151
476	10026	Stadium renovations	-	3,062	-	3,080
900	06041	Camelot/Southport Intersection	52,193	-	-	-
<b>TOTAL</b>			<b>\$ 434,240</b>	<b>\$ 222,449</b>	<b>\$ 165,727</b>	<b>\$ 108,839</b>

***CITY OF BARTLESVILLE***  
2011-12 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 and to account for the expenditure of such funds.

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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.

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2011 Accomplishments:

- Purchased architectural plans for improvements to the clubhouse
- Received a grant for the installation of a new deck, scoreboard area, outdoor kitchen and remodel of the clubhouse.

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2012 Objectives:

- Install new deck with scoreboard and outdoor kitchen
- Continue to raise money for improvements through golf tournaments and solicitation of members.
- Raise additional funds to complete improvements to the clubhouse.

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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***  
 2011-12 Operating Budget  
 Golf Course Memorial Fund – Summary  
 (continued)

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

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$8,439	\$41,473	\$41,600	\$120,000	\$120,000

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

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$6,322	\$0	\$0	\$0	\$0

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Golf Course Memorial Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Municipal Golf Course	\$ 8,439	\$ 41,473	\$ 41,600	\$ 120,000
Transfers Out: Bond Financing	6,322	-	-	-
<b>Total Expenditures</b>	<b>\$ 14,761</b>	<b>\$ 41,473</b>	<b>\$ 41,600</b>	<b>\$ 120,000</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Charges for Services	\$ -	\$ -	\$ -	\$ 20,000
Interest and Investment Income	54	-	31	-
Donations and Miscellaneous	2,338	38,205	40,840	100,000
Fund Balance	8,520	3,268	800	71
<b>Total Available for Appropriation</b>	<b>\$ 10,912</b>	<b>\$ 41,473</b>	<b>\$ 41,671</b>	<b>\$ 120,071</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Golf Course Memorial Fund – Golf Course – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
52410 PROFESSIONAL SERVICES	\$ -	\$ -	\$ 4,800	\$ -	\$ -	\$ -
52510 OTHER SERVICES	-	-	600	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,400</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53310 GENERAL SUPPLIES	\$ 1,222	\$ -	\$ 377	\$ -	\$ -	\$ -
53410 TOOLS & EQUIPMENT	983	-	1,323	-	-	-
53610 MAINT. & REPAIR MATERIALS	\$ 2,434	\$ 6,973	\$ -	\$ -	\$ -	\$ -
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 4,639</b>	<b>\$ 6,973</b>	<b>\$ 1,700</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>						
55930 OTHER IMPROVEMENTS	\$ -	\$ 34,500	\$ 34,500	\$ 120,000	\$ 120,000	\$ 120,000
55960 VEHICLES & EQUIPMENT	3,800	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 3,800</b>	<b>\$ 34,500</b>	<b>\$ 34,500</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>
<b>TOTAL BUDGET</b>	<b>\$ 8,439</b>	<b>\$ 41,473</b>	<b>\$ 41,600</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Golf Course Memorial Fund – Transfers – Line Item Detail

<i>TRANSFERS OUT</i>	<i>2009-10 ACTUAL</i>	<i>2010-11 BUDGET</i>	<i>2010-11 ESTIMATE</i>	<i>2011-12 REQUEST</i>	<i>CITY MGR REC</i>	<i>2011-12 APPROVED</i>
59204 BOND FINANCING	\$ 6,322	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL TRANSFERS</b>	<b>\$ 6,322</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 6,322</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# ***CITY OF BARTLESVILLE***

## **2011-12 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.

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**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.

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**2011 Accomplishments:**

- Purchase fifty-four (54) AR-15 patrol rifles
- Purchase fifty-four (54) Glock Model 22 for patrol
- Purchase shorter barrels for twenty-five (25) shotguns to enable them to fit in racks currently installed in units.
- Purchase hand held radios for officers

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**2012 Objectives:**

- Continue to review department equipment needs and make those purchases that are in line with LLEBG requirements and meet funding restrictions
- Close out any grants in which the funds have been depleted.

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

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#### **FUND 262 LOCAL LAW ENFORCEMENT BLOCK GRANT DEPT 270 POLICE**

<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$44,000</b>	<b>\$48,433</b>	<b>\$48,433</b>	<b>\$11,340</b>	<b>\$11,340</b>

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**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 JAG Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Police	\$ 44,000	\$ 48,433	\$ 48,433	\$ 11,340
<b>Total Expenditures</b>	<b>\$ 44,000</b>	<b>\$ 48,433</b>	<b>\$ 48,433</b>	<b>\$ 11,340</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Intergovernmental	\$ 68,954	\$ 10,037	\$ 18,939	\$ -
Interest and Investment Income	874	1,000	571	500
Donations and Miscellaneous	-	9,000	9,000	-
Fund Balance	2,427	28,396	30,763	10,840
<b>Total Available for Appropriation</b>	<b>\$ 72,255</b>	<b>\$ 48,433</b>	<b>\$ 59,273</b>	<b>\$ 11,340</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**JAG Fund – Police – Line Item Detail**

<b>MATERIALS &amp; SUPPLIES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
53310 GENERAL SUPPLIES	\$ 44,000	\$ 29,396	\$ 29,396	\$ 11,340	\$ 11,340	\$ 11,340
53410 TOOLS & EQUIPMENT	-	9,000	9,000			
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 44,000</b>	<b>\$ 38,396</b>	<b>\$ 38,396</b>	<b>\$ 11,340</b>	<b>\$ 11,340</b>	<b>\$ 11,340</b>
<b>CAPITAL OUTLAY</b>						
55940 MACHINERY & EQUIPMENT	\$ -	\$ 10,037	\$ 10,037	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ 10,037</b>	<b>\$ 10,037</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 44,000</b>	<b>\$ 48,433</b>	<b>\$ 48,433</b>	<b>\$ 11,340</b>	<b>\$ 11,340</b>	<b>\$ 11,340</b>

**CITY OF BARTLESVILLE**

2011-12 Operating Budget  
COPS Grant Fund – Summary

Fund Mission: To provide for the receipt COPS Grant.

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Fund Description: The COPS Grant Fund was established originally to account for the receipt and disbursement of Police grant funds associated with the COPS Grant. After the final COPS Grant funds have been received and spent, this fund will be closed.

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2011 Accomplishments: • N/A

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2012 Objectives: • To provide networking infrastructure upgrades laptop computers in patrol cars.

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Budget Highlights: The only budgeted expenditure in this fund is for Police department technology upgrades.

<b>FUND 263 POLICE GRANT FUND DEPT 270 POLICE</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$0</b>	<b>\$800,000</b>	<b>\$0</b>	<b>\$800,000</b>	<b>\$800,000</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 COPS Grant Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Police	\$ -	\$ 800,000	\$ -	\$ 800,000
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 800,000</b>	<b>\$ -</b>	<b>\$ 800,000</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Intergovernmental	\$ -	\$ 800,000	\$ 800,000	\$ -
Fund Balance	-	-	-	800,000
<b>Total Available for Appropriation</b>	<b>\$ -</b>	<b>\$ 800,000</b>	<b>\$ 800,000</b>	<b>\$ 800,000</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 COPS Grant Fund – Police – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
52410 PROFESSIONAL SERVICES	\$ -	\$ 240,000	\$ -	\$ 240,000	\$ 240,000	\$ 240,000
<b>TOTAL CONTRACTUAL SERVICES</b>	\$ -	\$ 240,000	\$ -	\$ 240,000	\$ 240,000	\$ 240,000
<b>CAPITAL OUTLAY</b>						
55930 OTHER IMPROVEMENTS	\$ -	\$ 560,000	\$ -	\$ 560,000	\$ 560,000	\$ 560,000
<b>TOTAL CAPITAL OUTLAY</b>	\$ -	\$ 560,000	\$ -	\$ 560,000	\$ 560,000	\$ 560,000
<b>TOTAL BUDGET</b>	\$ -	\$ 800,000	\$ -	\$ 800,000	\$ 800,000	\$ 800,000

**CITY OF BARTLESVILLE**  
 2011-12 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.

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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.

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2011 Accomplishments: • N/A

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2012 Objectives: • N/A

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Budget Highlights: The only budgeted expenditures in this fund are for miscellaneous improvements to the City’s park system and a transfer to BMA – General.

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

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$5,207	\$59,472	\$0	\$0	\$0

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**FUND 271 NEIGHBORHOOD PARK  
 DEPT 900 TRANSFERS**

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$0	\$51,346	\$51,346	\$51,348	\$51,348

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**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Neighborhood Park Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Park and Recreation	\$ 5,207	\$ 59,472	\$ -	\$ -
Transfers Out: BMA - General	-	51,346	51,346	51,348
<b>Total Expenditures</b>	<b>\$ 5,207</b>	<b>\$ 110,818</b>	<b>\$ 51,346</b>	<b>\$ 51,348</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Interest and Investment Income	\$ 2,365	\$ 2,250	\$ 1,395	\$ 910
Donations and Miscellaneous	3,445	-	2,175	-
Fund Balance	110,684	108,568	111,288	63,512
<b>Total Available for Appropriation</b>	<b>\$ 116,494</b>	<b>\$ 110,818</b>	<b>\$ 114,858</b>	<b>\$ 64,422</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Neighborhood Park Fund – Park and Recreation – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
52410 PROFESSIONAL SERVICES	\$ 3,153	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 3,153</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>						
55930 OTHER IMPROVEMENTS	\$ 2,054	\$ 59,472	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 2,054</b>	<b>\$ 59,472</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 5,207</b>	<b>\$ 59,472</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Neighborhood Park Fund – Transfers – Line Item Detail

<i>TRANSFERS OUT</i>	<i>2009-10 ACTUAL</i>	<i>2010-11 BUDGET</i>	<i>2010-11 ESTIMATE</i>	<i>2011-12 REQUEST</i>	<i>CITY MGR REC</i>	<i>2011-12 APPROVED</i>
59720 BMA - GENERAL	\$ -	\$ 51,346	\$ 51,346	\$ 51,348	\$ 51,348	\$ 51,348
<b>TOTAL TRANSFERS</b>	<u>\$ -</u>	<u>\$ 51,346</u>	<u>\$ 51,346</u>	<u>\$ 51,348</u>	<u>\$ 51,348</u>	<u>\$ 51,348</u>
<b><i>TOTAL BUDGET</i></b>	<u>\$ -</u>	<u>\$ 51,346</u>	<u>\$ 51,346</u>	<u>\$ 51,348</u>	<u>\$ 51,348</u>	<u>\$ 51,348</u>

**CITY OF BARTLESVILLE**  
 2011-12 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.

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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.

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2011 Accomplishments: N/A

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2012 Objectives: N/A

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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**

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$6,600	\$103,691	\$15,000	\$87,990	\$87,990

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Cemetery Perpetual Care Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Cemetery	\$ 6,600	\$ 103,691	\$ 15,000	\$ 87,990
<b>Total Expenditures</b>	<b>\$ 6,600</b>	<b>\$ 103,691</b>	<b>\$ 15,000</b>	<b>\$ 87,990</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Charges for Services	\$ 2,212	\$ 3,200	\$ 1,592	\$ 1,100
Interest and Investment Income	2,158	2,070	1,448	1,260
Donations and Miscellaneous	1,709	-	1,579	-
Fund Balance	96,532	98,691	96,011	85,630
<b>Total Available for Appropriation</b>	<b>\$ 102,611</b>	<b>\$ 103,961</b>	<b>\$ 100,630</b>	<b>\$ 87,990</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**Cemetery Perpetual Care Fund – Cemetery – Line Item Detail**

<b>MATERIALS &amp; SUPPLIES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
53310 GENERAL SUPPLIES	\$ 6,600	\$ 5,000	\$ 15,000	\$ -	\$ -	\$ -
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 6,600</b>	<b>\$ 5,000</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>						
55930 OTHER IMPROVEMENTS	\$ -	\$ 98,691	\$ -	\$ 87,990	\$ 87,990	\$ 87,990
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ 98,691</b>	<b>\$ -</b>	<b>\$ 87,990</b>	<b>\$ 87,990</b>	<b>\$ 87,990</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 6,600</b>	<b>\$ 103,691</b>	<b>\$ 15,000</b>	<b>\$ 87,990</b>	<b>\$ 87,990</b>	<b>\$ 87,990</b>

**CITY OF BARTLESVILLE**  
 2011-12 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.

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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.

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2011 Accomplishments:
 

- Provided home field for American Legion Baseball program
- Provided home field for Bruin Baseball program

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2012 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

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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**

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$40,857	\$68,039	\$38,012	\$71,079	\$71,079

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Memorial Stadium Operating Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Doenges Memorial Stadium	\$ 40,857	\$ 68,039	\$ 38,012	\$71,079
Reserves:       Compensated Absences Reserve	-	128	-	-
<b>Total Expenditures</b>	<b>\$ 40,857</b>	<b>\$ 68,167</b>	<b>\$ 38,012</b>	<b>\$ 71,079</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Interest and Investment Income	\$ 2,060	\$ 1,980	\$ 1,082	\$ 700
Donations and Miscellaneous	19,407	24,900	8,131	8,100
Transfer In:       From General	-	-	-	7,127
Fund Balance	103,139	88,688	83,951	55,152
<b>Total Available for Appropriation</b>	<b>\$ 124,606</b>	<b>\$ 115,568</b>	<b>\$ 93,164</b>	<b>\$ 71,079</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**Memorial Stadium Operating Fund – Stadium – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 12,384	\$ 11,904	\$ 12,206	\$ 13,000	\$ 13,325	\$ 13,325
51130 FICA	821	993	795	1,000	1,025	1,025
51150 DB RETIREMENT	1,507	1,488	2,204	3,000	3,075	3,075
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 14,712</b>	<b>\$ 14,385</b>	<b>\$ 15,205</b>	<b>\$ 17,000</b>	<b>\$ 17,425</b>	<b>\$ 17,425</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 4,910	\$ 14,054	\$ -	\$ 14,054	\$ 14,054	\$ 14,054
52310 UTILITIES & COMMUNICATIONS	10,861	12,000	11,779	12,000	12,000	12,000
52510 OTHER SERVICES	145	500	156	500	500	500
52610 MAINT. & REPAIR SERVICE	20	1,000	-	1,000	1,000	1,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 15,936</b>	<b>\$ 27,554</b>	<b>\$ 11,935</b>	<b>\$ 27,554</b>	<b>\$ 27,554</b>	<b>\$ 27,554</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ 500	\$ -	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	554	750	750	750	750	750
53310 GENERAL SUPPLIES	669	2,000	1,280	2,000	2,000	2,000
53410 TOOLS & EQUIPMENT	-	700	700	700	700	700
53510 FUEL	-	250	250	250	250	250
53610 MAINT. & REPAIR MATERIALS	8,986	21,900	7,892	21,900	21,900	21,900
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 10,209</b>	<b>\$ 26,100</b>	<b>\$ 10,872</b>	<b>\$ 26,100</b>	<b>\$ 26,100</b>	<b>\$ 26,100</b>
<b>TOTAL BUDGET</b>	<b>\$ 40,857</b>	<b>\$ 68,039</b>	<b>\$ 38,012</b>	<b>\$ 70,654</b>	<b>\$ 71,079</b>	<b>\$ 71,079</b>

**CITY OF BARTLESVILLE**

2011-12 Operating Budget

Memorial Stadium Operating Fund – Stadium – Personnel and Capital Detail

FUND 276 MEMORIAL STADIUM OPERATING  
DEPT 476 DOENGES MEMORIAL STADIUM

**PERSONNEL SCHEDULE**

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<b>CLASSIFICATION</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
Maintenance Worker	0.5	0.5	0.5	0.5
<b>TOTAL</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>

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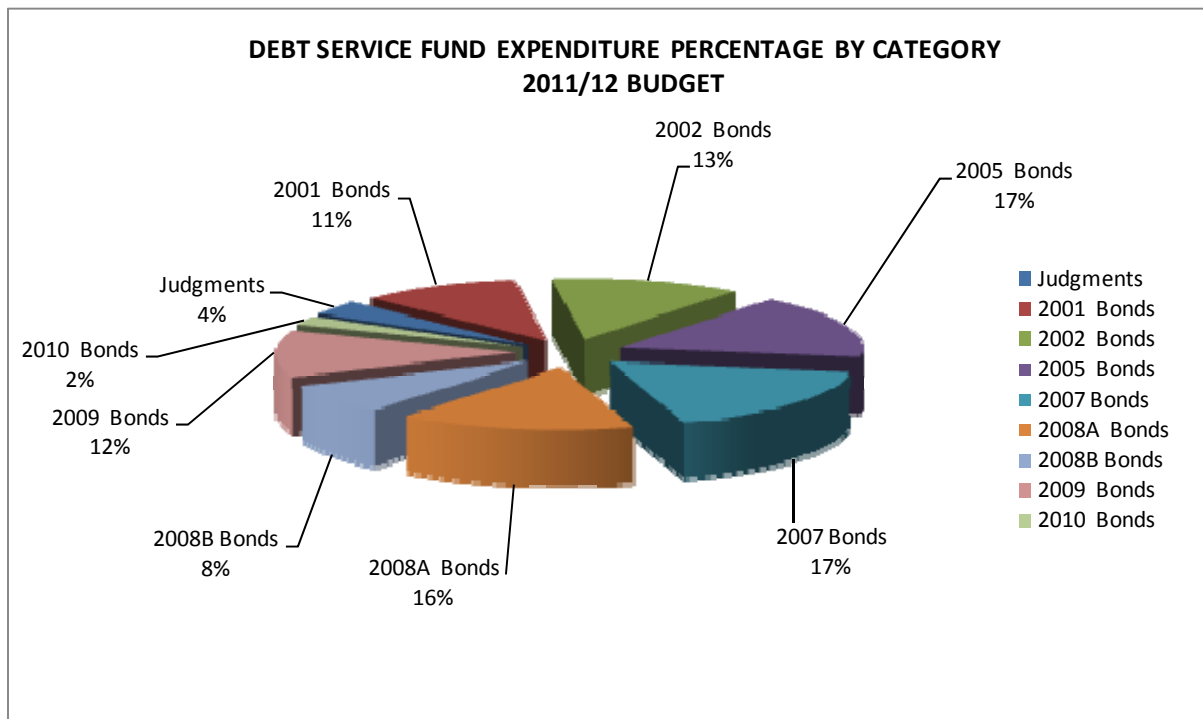
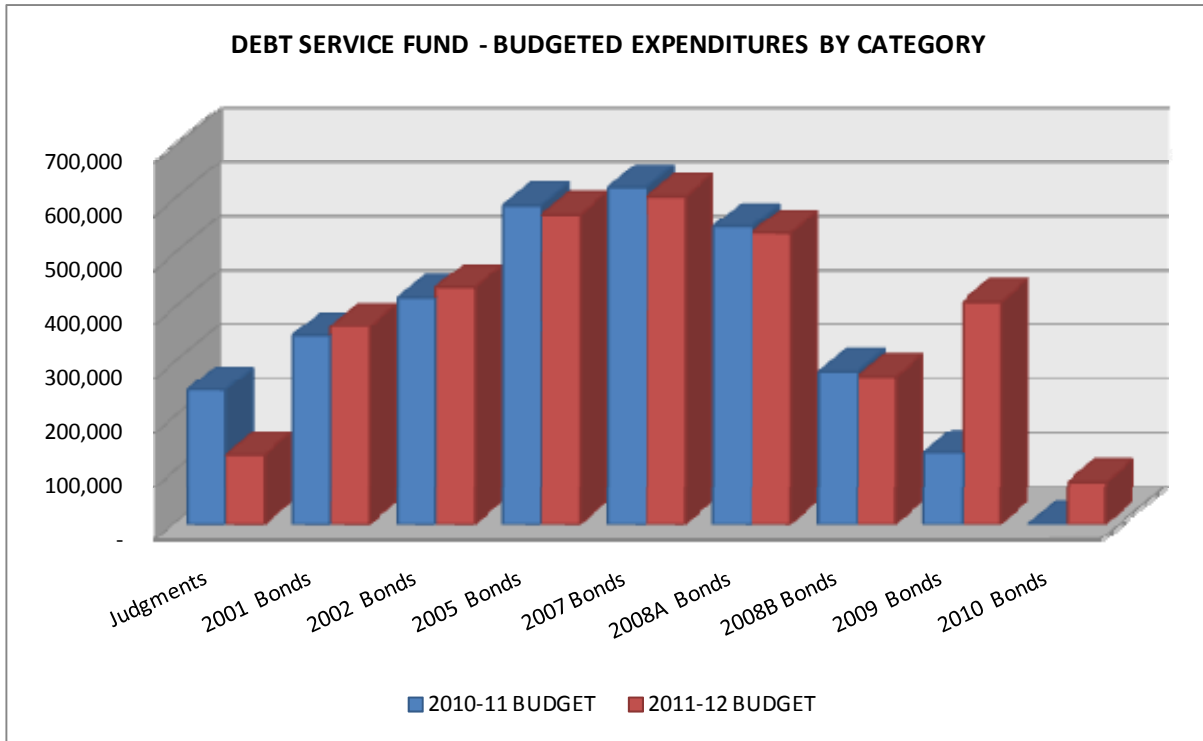


# DEBT SERVICE FUND

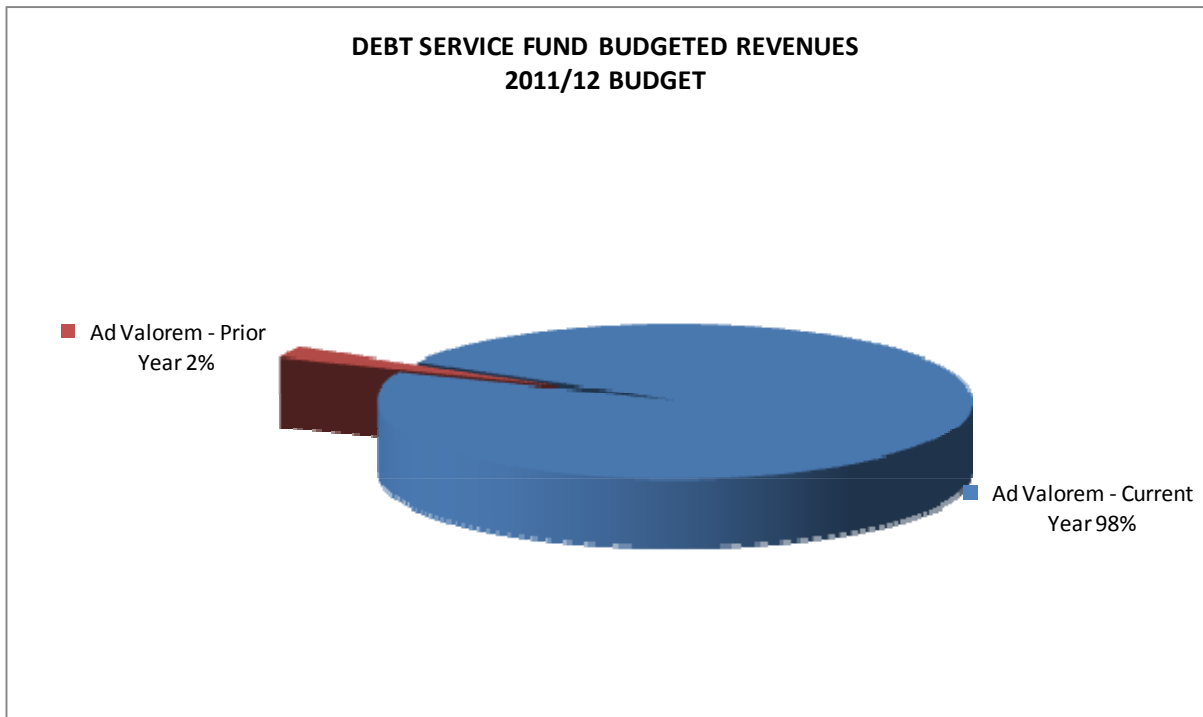
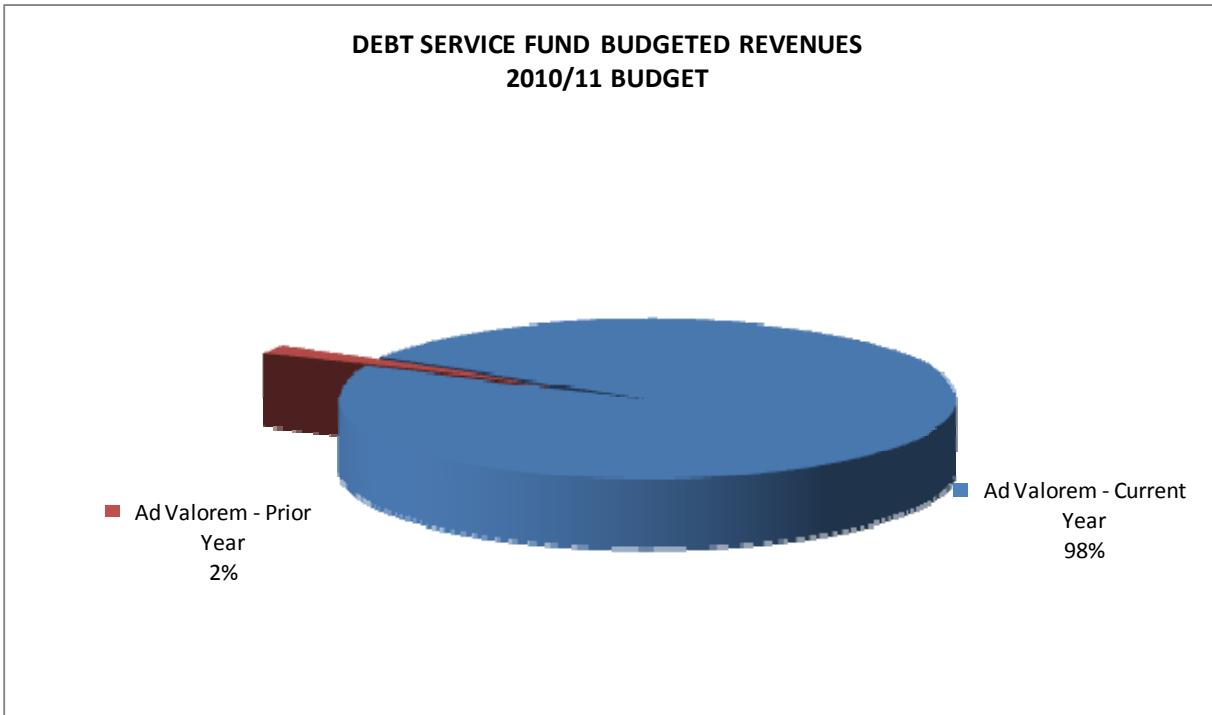


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**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Debt Service Fund – Expenditure Graphs



**CITY OF BARTLESVILLE**  
2011-12 Operating Budget  
Debt Service Fund – Revenue Graphs



***CITY OF BARTLESVILLE***

2011-12 Operating Budget  
Debt Service Fund – Summary

Fund Mission: N/A

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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.

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2011 Accomplishments: N/A

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2012 Objectives: N/A

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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**  
 2011-12 Operating Budget  
 Debt Service Fund – Summary by Function or Source

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Judgments	\$ -	\$ 250,000	\$ 7,994	\$ 129,875
2001 Combined Purpose Bonds	361,935	349,725	349,725	366,810
2002 Combined Purpose Bonds	435,316	419,530	419,530	438,360
2005 Combined Purpose Bonds	606,150	590,150	590,150	573,400
2007 Combined Purpose Bonds	643,500	622,500	622,500	605,500
2008A Combined Purpose Bonds	571,165	550,390	550,390	538,510
2008B Combined Purpose Bonds	105,738	284,305	284,305	275,065
2009 Combined Purpose Bonds	125	134,499	134,499	411,748
2010 Combined Purpose Bonds	-	125	125	81,375
<b>Total Expenditures</b>	<b><u>\$ 2,723,929</u></b>	<b><u>\$ 3,201,224</u></b>	<b><u>\$ 2,959,218</u></b>	<b><u>\$ 3,420,643</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Ad Valorem - Current Year	\$ 2,846,533	\$ 3,140,110	\$ 3,064,590	\$ 3,339,459
Ad Valorem - Prior Year	55,877	60,989	74,181	80,834
Transfer In: From CIP Park & Rec	36,285	-	-	-
Fund Balance	1,958,656	2,137,085	2,173,424	2,352,977
<b>Total Available for Appropriation</b>	<b><u>\$ 4,897,351</u></b>	<b><u>\$ 5,338,184</u></b>	<b><u>\$ 5,312,195</u></b>	<b><u>\$ 5,773,270</u></b>

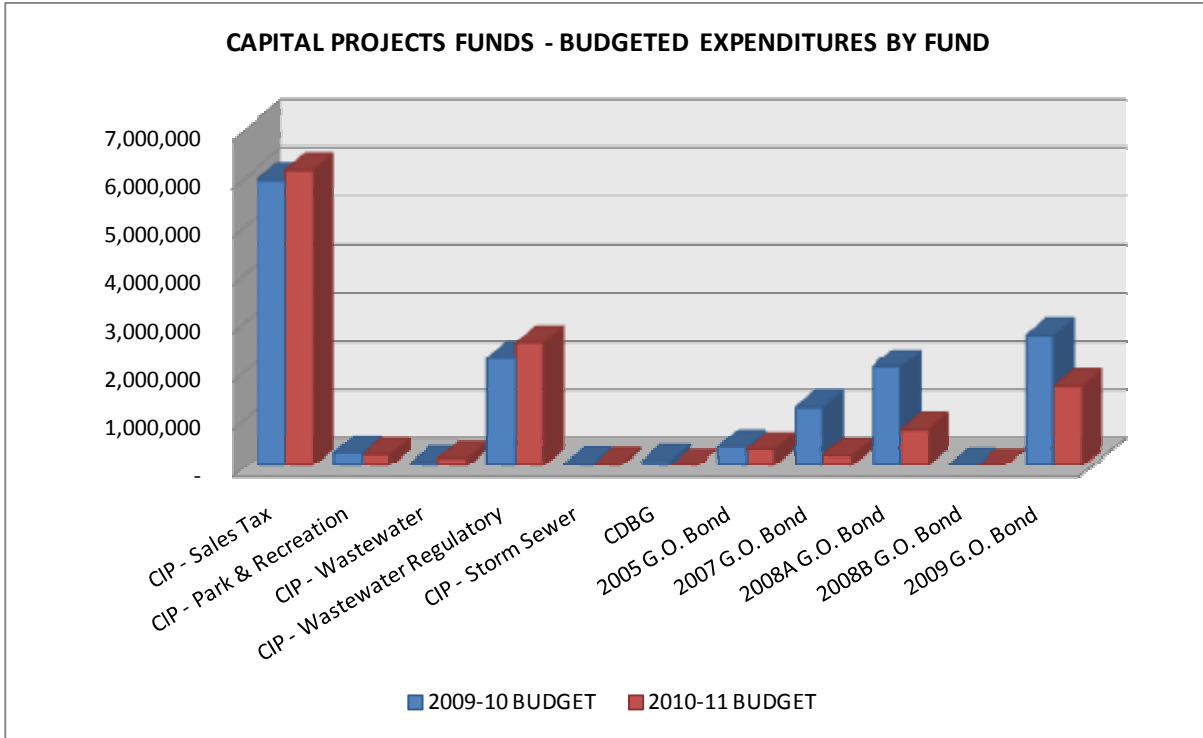
# CAPITAL PROJECTS FUNDS



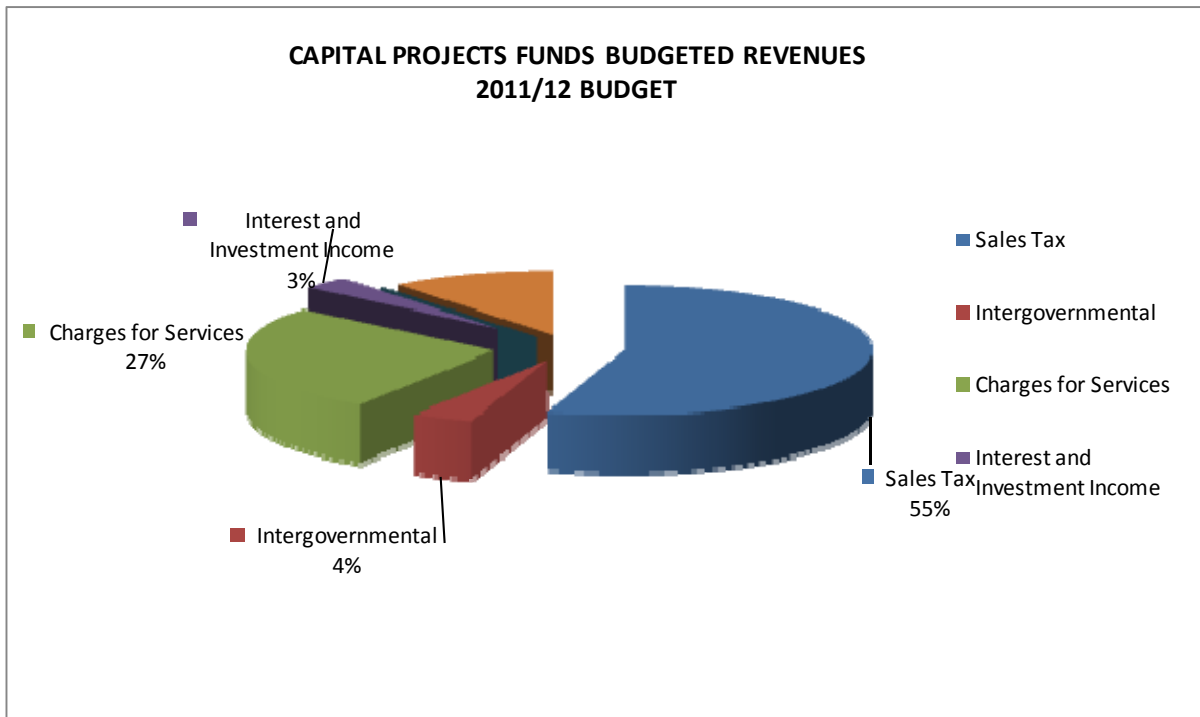
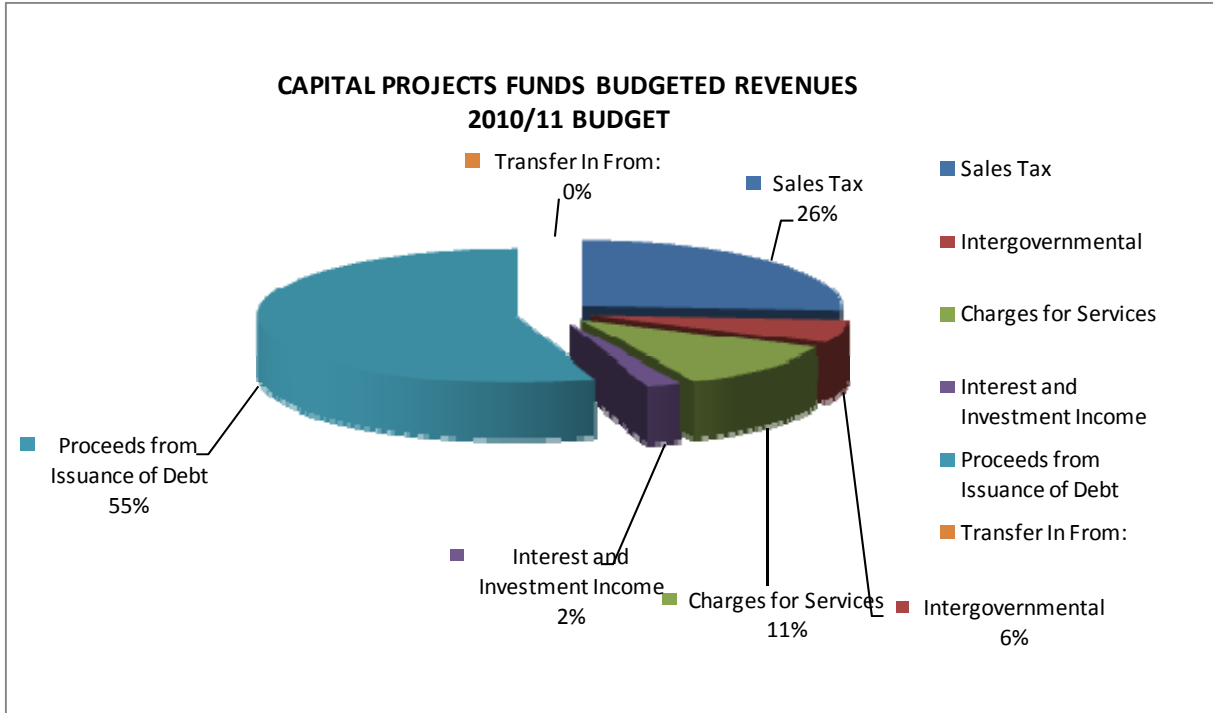
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**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Capital Projects Funds – Expenditure Graph



**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Capital Projects Funds – Revenue Graphs



**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Capital Projects Funds – Summary by Fund or Source

*Expenditures and Reserves*

<b>EXPENDITURES BY FUND</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
CIP - Sales Tax	2,480,802	5,930,769	2,679,381	6,126,483
CIP - Park & Recreation	51,771	271,747	-	235,555
CIP - Wastewater	577,649	71,259	13,000	159,736
CIP - Wastewater Regulatory	398,515	2,230,255	1,539,795	2,554,459
CIP - Storm Sewer	606	44,721	-	36,377
CDBG	184,566	105,886	160,421	-
2005 G.O. Bond	330,634	397,388	37,737	345,919
2007 G.O. Bond	1,240,294	1,230,781	1,025,000	218,706
2008A G.O. Bond	1,843,675	2,049,327	1,240,941	750,714
2008B G.O. Bond	1,410,124	19,330	19,255	-
2009 G.O. Bond	344,467	2,714,794	1,062,893	1,666,119
2010 G.O. Bond	-	5,002,920	1,040,422	3,999,181
<b>Total Expenditures and Reserves</b>	<b>\$ 8,863,103</b>	<b>\$ 20,069,177</b>	<b>\$ 8,818,845</b>	<b>\$ 16,093,249</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Sales Tax	\$ 2,454,265	\$ 2,374,895	\$ 2,545,399	\$ 2,545,399
Intergovernmental	56,635	526,107	208,985	189,308
Charges for Services	1,078,371	1,000,000	1,185,057	1,250,000
Interest and Investment Income	280,348	201,955	208,080	146,445
Donations and Miscellaneous	15,217	-	114,001	-
Proceeds from Issuance of Debt	3,000,000	5,000,000	5,000,000	-
Transfer In From: BMA - Water	-	-	-	500,000
Restricted Donations	52,193	-	-	-
BMA - General	135,252	-	-	-
Fund Balance	12,255,930	10,576,220	11,019,420	7,479,866
<b>Total Available for Appropriation</b>	<b>\$ 19,328,211</b>	<b>\$ 19,679,177</b>	<b>\$ 20,280,942</b>	<b>\$ 12,111,018</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Capital Projects Funds – Capital Outlay Summary

*Capital*

<b>EXPENDITURES BY FUND &amp; DEPARTMENT</b>	<b>2010-11 BUDGETED CAPITAL EXPENDITURES</b>
CIP - Sales Tax Fund:	
General Services	\$ 525,000
Community Development	193,987
Tech Services	8,000
Engineering	49,500
Police	528,250
Emergency Dispatch	87,000
Storm Sewer	635,000
Street	2,656,500
Park and Recreation	1,085,000
CWWTP	100,000
<i>Total CIP - Sales Tax</i>	<b>5,868,237</b>
CIP - Park & Recreation Fund:	
Park and Recreation	<b>195,555</b>
CIP - Wastewater Fund:	
Wastewater Maintenance	<b>150,000</b>
CIP - Wastewater Regulatory Fund:	
Wastewater Treatment Plant	2,202,000
Wastewater Maintenance	275,000
<i>Total CIP - Wastewater Regulatory</i>	<b>2,477,000</b>
2005 GO Bond Fund:	
General Services	283,797
Tech Services	62,122
<i>Total 2005 GO Bond</i>	<b>345,919</b>
2007 GO Bond Fund:	
Street	<b>15,000</b>
2008A GO Bond Fund:	
Storm Sewer	5,000
Street	15,000
<i>Total 2008A GO Bond</i>	<b>20,000</b>
2009 GO Bond Fund:	
Street	<b>1,655,000</b>
2010 GO Bond Fund:	
Street	<b>3,998,000</b>
<b>Total Expenditures</b>	<b>\$ 14,724,711</b>

# ***CITY OF BARTLESVILLE***

## 2011-12 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.

- 2011 Accomplishments:
- Completed the light conversion project at City Hall.
  - Out for bids on Price Fields improvements.
  - Out for bids on Virginia, Cherokee and Price Road resurfacing.
  - Start construction on the new 160’ self-supporting tower at the new County correctional facility.

- 2012 Objectives:
- Complete the Price Fields improvements.
  - Complete the Virginia, Cherokee and Price Road resurfacing project.
  - Complete Robinwood Park Phase II improvements.
  - Complete construction on the 160’ self-supporting tower.
  - Have 90% of the Council approved projects out for bids or under construction by late summer 2012

Budget Highlights: The major expenditures in this fund are capital improvements to various types of public infrastructure.

### FUND 449 CIP - SALES TAX ALL DEPARTMENTS

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$2,480,802	\$5,930,769	\$2,679,381	\$6,126,483	\$6,126,483

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 CIP Sales Tax Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Building Maintenance	\$ -	\$ 60,000	\$ 58,000	\$ -
General Services	27,395	724,197	337,586	525,000
Community Development	359,240	264,381	70,394	193,987
Tech Services	62,131	28,000	28,000	8,000
Engineering	-	-	-	49,500
Police	-	626,600	202,805	528,250
Emergency Dispatch	-	150,000	63,000	87,000
Storm Sewer	93,618	200,000	151,563	635,000
Street	860,000	2,390,000	519,065	2,656,500
Library	140,312	7,564	8,661	-
Park and Recreation	548,978	1,120,000	1,240,307	1,085,000
Swimming Pools	3,922	-	-	-
Municipal Golf Course	77,868	-	-	-
CWWTP	-	140,000	-	100,000
Water Plant	99,714	-	-	-
Unallocated	207,624	220,027	-	258,246
	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenditures	<b>\$ 2,480,802</b>	<b>\$ 5,930,769</b>	<b>\$ 2,679,381</b>	<b>\$ 6,126,483</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 CIP Sales Tax Fund – Expenditure and Revenue Summary  
 (continued)

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Sales Tax	\$ 2,454,265	\$ 2,374,895	\$ 2,545,399	\$ 2,545,399
Intergovernmental	34,135	420,221	48,564	189,308
Interest and Investment Income	70,044	67,410	61,574	61,500
Donations and Miscellaneous	14,967	-	111,501	-
Transfer In From BMA General	135,252	-	-	-
Fund Balance	2,581,748	3,068,243	3,242,619	3,330,276
<b>Total Available for Appropriation</b>	<b>\$ 5,290,411</b>	<b>\$ 5,930,769</b>	<b>\$ 6,009,657</b>	<b>\$ 6,126,483</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 CIP Sales Tax Fund Capital Outlay Detail

**FUND 449 CIP - SALES TAX  
 ALL DEPARTMENTS**

**Capital Outlay Schedule**

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>09/10 ACTUAL</b>	<b>10/11 BUDGET</b>	<b>10/11 ESTIMATE</b>	<b>11/12 BUDGET</b>
160	N/A	Building Maintenance Vehicles	\$ -	\$ 60,000	\$ 58,000	\$ -
170	10010	City Hall Improvements	2,884	418,311	185,000	350,000
170	10012	Operation Yard Improvements	5,380	150,000	1,700	150,000
170	10016	Remove Underground Tanks VFW	18,631	-	-	-
170	10032	Microtel Sidewalk	500	-	-	-
170	11008	Misc Building Improvements	-	50,000	45,000	25,000
170	N/A	CDBG	-	105,886	105,886	-
180	08010	Incentive for Development	93,500	176,000	-	176,000
180	09014	Downtown Implementation Plan	5,046	-	-	-
180	09016	Incentives and Land Acquisitions	209,619	88,381	70,394	17,987
180	09029	Hazard Mitigation Plan	11,735	-	-	-
180	10021	West B-Ville Redevelopment Plan	39,340	-	-	-
185	10011	Dry Sprinkler Server Room	62,130	-	-	-
185	N/A	IT - Various Computers/ Software License	-	28,000	28,000	-
185	New	Computer and Server Replacement	-	-	-	8,000
190	New	Resurvey of Street Network	-	-	-	49,500
270	02021	Evidence Storage Building	-	250,000	-	250,000
270	03021	Police Roof Replacement	-	140,000	-	140,000
270	10015	Needs Assessment Police	-	35,000	-	35,000
270	N/A	Vehicles	-	201,600	202,805	-
270	New	Digi Ticket	-	-	-	19,250
270	New	Police Patrol Cars	-	-	-	84,000
275	11014	Dispatch Facility	-	150,000	63,000	87,000
327	02016	East Dr. Drainage	-	-	-	-
327	08008	Nova Rd. Extension	750	-	-	-



**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 CIP Sales Tax Fund Capital Outlay Detail

**Capital Outlay Schedule**  
 (continued)

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>09/10 ACTUAL</b>	<b>10/11 BUDGET</b>	<b>10/11 ESTIMATE</b>	<b>11/12 BUDGET</b>
327	09008	Misc Drainage Improvements	\$ 92,722	\$ 50,000	\$ 2,694	\$ -
327	09009	FEMA Matching Funds	-	-	148,869	-
327	10008	Hillcrest Heights Drainage Phase II	145	150,000	-	135,000
327	New	Willow Hill Detention Rehab	-	-	-	500,000
328	00030	Madison & Hwy 60 Signal to ODOT	1,494	-	-	-
328	05011	FPB Angled Parking	68,304	10,000	35,659	-
328	06039	Misc Signal Controllers	1,936	10,000	-	10,000
328	07036	FPB Street Scape and Sidewalks	1,445	-	-	-
328	08008	Nova Rd. Extension	51,360	-	-	-
328	09001	Misc Bridge Repair	23,377	20,000	1,100	20,000
328	09003	Slurry Seal	64,240	-	-	-
328	09004	Hazel Dr. Rehab	9,297	-	-	-
328	09006	Fleetwood Rehab	47,614	-	-	-
328	09009	FEMA Matching Funds	-	50,000	45,000	-
328	10001	Traffic Signal/Beacon LED Conversion	56,441	-	-	-
328	10002	Bison Road	8,569	40,000	16,000	-
328	10003	Cherokee Drive Resurfacing	94,748	-	-	-
328	10004	Fairview Road Rehabilitation	67,050	-	-	-
328	10005	Oakdale Dr Rehabilitation	172,733	-	-	-
328	10006	Sooner Road Resurfacing	60,050	-	-	-
328	10007	Materials for Misc Street Repairs	86,895	50,000	15,000	50,000
328	10019	Light/Landscaping Dewey between 2nd & 4th	-	300,000	954	300,000
328	10020	Safe Routes to School local match	11,649	45,000	189,308	21,500
328	11002	Bison Rd Rehab	-	400,000	-	400,000
328	11003	Kane Hill Realignment	-	950,000	71,000	950,000

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 CIP Sales Tax Fund Capital Outlay Detail

**Capital Outlay Schedule**  
 (continued)

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>09/10 ACTUAL</b>	<b>10/11 BUDGET</b>	<b>10/11 ESTIMATE</b>	<b>11/12 BUDGET</b>
328	11004	Virginia Rehab	\$ -	\$ 85,000	\$ 4,000	\$ 85,000
328	11005	Cherokee Resurfacing	-	167,500	-	167,500
328	11006	Price Rd Resurfacing	-	77,500	-	77,500
328	11007	Materials Misc Street Repairs	-	20,000	12,457	-
328	N/A	Vehicles and Equipment	26,527	165,000	128,587	-
328	New	1 Ton Truck	-	-	-	30,000
328	New	Pro Patch Asphalt Truck	-	-	-	150,000
328	New	Virginia Rehab	-	-	-	170,000
328	New	Baylor Resurfacing	-	-	-	145,000
328	New	CDBG Matching Funds	-	-	-	80,000
421	10013	Library Carpet Replacement	100,514	7,564	8,661	-
421	10014	Misc Library Improvements	39,797	-	-	-
431	04006	MJ Lee Lake Improvements	-	300,000	-	300,000
431	04008	Nellie Johnstone Improvements	938	-	-	-
431	07015	Misc Park Facilities Improvement	-	-	-	35,000
431	08029	Frontier Park	82,961	-	12,500	-
431	09011	Overlay of Pathfinder	200,473	-	287	-
431	10017	Pathfinder Improvements	203,279	150,000	1,000	125,000
431	10018	Douglas Park Bathroom/Drinking Fountain	53,075	10,000	2,860	-
431	10031	Doenges Stadium Entry Gates	6,353	-	-	-
431	11009	Price Fields (Phase 1) Engineering only	-	100,000	1,210,955	-
431	11010	Phase 2 Robinwood Soccer Fields	-	550,000	2,500	550,000
431	11015	ODOT Rimburseable Tree Grant Park	-	10,000	10,205	-
431	N/A	Tools & Equipment	1,896	-	-	-
431	New	Tractor	-	-	-	52,000

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 CIP Sales Tax Fund Capital Outlay Detail

**Capital Outlay Schedule**  
*(continued)*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>09/10 ACTUAL</b>	<b>10/11 BUDGET</b>	<b>10/11 ESTIMATE</b>	<b>11/12 BUDGET</b>
431	New	Deck Mower	\$ -	\$ -	\$ -	\$ 23,000
432	09012	Splash Pad Sooner Pool	3,797	-	-	-
432	10018	Douglas Park Bathroom/Drinking Fountain	125	-	-	-
445	10009	Roof Improvements Golf Cart Barn	16,600	-	-	-
445	N/A	Golf Course Mowers	1,197	-	-	-
445	N/A	Machinery & Equipment	60,071	-	-	-
710	09010	CWWTP Bld renovation	-	140,000	-	100,000
715	N/A	Vehicles	99,714	-	-	-
<b>TOTAL</b>			<b>\$ 2,266,901</b>	<b>\$ 5,710,742</b>	<b>\$ 2,679,381</b>	<b>\$ 5,868,237</b>

**CITY OF BARTLESVILLE**  
 2011-12 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.

2011 Accomplishments: • The balance of the funds were utilized in FY 2009, program is complete

2012 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**

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$51,771	\$271,747	\$0	\$235,555	\$235,555

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 CIP Park and Recreation Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Park and Recreation	\$ 15,486	\$ 238,000	\$ -	\$ 195,555
Transfers Out: Debt Service	36,285	-	-	-
Unallocated	-	33,747	-	40,000
<b>Total Expenditures</b>	<b>\$ 51,771</b>	<b>\$ 271,747</b>	<b>\$ -</b>	<b>\$ 235,555</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Interest and Investment Income	\$ 5,749	\$ 5,670	\$ 3,386	\$ 2,970
Fund Balance	275,221	266,077	229,199	232,585
<b>Total Available for Appropriation</b>	<b>\$ 280,970</b>	<b>\$ 271,747</b>	<b>\$ 232,585</b>	<b>\$ 235,555</b>

**CITY OF BARTLESVILLE**

2011-12 Operating Budget

CIP Park and Recreation Fund – Park and Recreation – Capital Outlay Detail

FUND 451 CIP - PARK AND RECREATION  
ALL DEPARTMENTS

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>09/10 ACTUAL</b>	<b>10/11 BUDGET</b>	<b>10/11 ESTIMATE</b>	<b>11/12 BUDGET</b>
431	02004	SE Park Improvements	\$ 15,486	\$ 40,000	\$ -	\$ -
431	04006	MJ Lee Fishing Improvements	-	138,000	-	135,555
431	04016	Westside Athletic Fields	-	60,000	-	60,000
<b>TOTAL</b>			<b>\$ 15,486</b>	<b>\$ 238,000</b>	<b>\$ -</b>	<b>\$ 195,555</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 CIP Wastewater Fund– Summary

Fund Mission: N/A

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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.

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2011 Accomplishments: • Wastewater Collection System Phase II under construction.

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2012 Objectives: • Complete the Wastewater Collection System Phase II  
 • Begin wastewater collection system hydraulic study.

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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**

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$577,649	\$71,259	\$13,000	\$159,736	\$159,736

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 CIP Wastewater Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Wastewater Maintenance	\$ 577,649	\$ -	\$ 13,000	\$ 150,000
Unallocated	-	71,259	-	9,736
<b>Total Expenditures</b>	<b>\$ 577,649</b>	<b>\$ 71,259</b>	<b>\$ 13,000</b>	<b>\$ 159,736</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Charges for Services	\$ 55,400	\$ -	\$ 79,022	\$ -
Interest and Investment Income	4,532	450	2,335	1,500
Fund Balance	601,905	70,809	89,879	158,236
<b>Total Available for Appropriation</b>	<b>\$ 661,837</b>	<b>\$ 71,259</b>	<b>\$ 171,236</b>	<b>\$ 159,736</b>



**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 CIP Wastewater Fund Capital Outlay Detail

**FUND 453 CIP - WASTEWATER  
 ALL DEPARTMENTS**

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>09/10 ACTUAL</b>	<b>10/11 BUDGET</b>	<b>10/11 ESTIMATE</b>	<b>11/12 BUDGET</b>
715	08011	Wastewater Collection Improvement	\$ 575,000	\$ -	\$ 13,000	\$ -
715	08012	Misc. Sewer Improvements	2,736	\$ -	\$ -	\$ -
715	08012	Misc. Sewer Improvements	-	-	-	150,000
<b>TOTAL</b>			<b>\$ 577,736</b>	<b>\$ -</b>	<b>\$ 13,000</b>	<b>\$ 150,000</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 CIP Wastewater Regulatory Fund– Summary

Fund Mission: N/A

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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.

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2011 Accomplishments:
 

- Completed design of the Wastewater Collection System Improvements Phase II project.
- Started construction on the Wastewater Collection System Improvements Phase II project.

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2012 Objectives:
 

- Complete construction on the Wastewater Collection System Improvements Phase II project.
- Begin post rehabilitation sewer system flow evaluation.

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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. In fiscal year 2011-12 this fund will receive a \$500,000 loan from the BMA – Water Fund. In accordance with the City’s budget basis of accounting, this transaction will be shown as a transfer in (revenue) at the time of receipt but will be converted to a loan when the City adjusts it basis of accounting to GAAP basis for annual year end reporting and auditing purposes. This loan will be repaid over a two year period starting in fiscal year 2012-13 and bearing interest at a rate of 2% per annum.

**FUND 454 CIP - WASTEWATER REGULATORY**

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$398,515	\$2,230,255	\$1,539,795	\$ 2,477,000	\$ 2,477,000

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 CIP Wastewater Regulatory Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Chickasaw Wastewater Treatment Plant	\$ 82,693	\$ 438,300	\$ 351,700	\$ 2,202,000
Wastewater Maintenance	315,822	1,488,902	1,188,095	275,000
Unallocated	-	303,053	-	77,459
<b>Total Expenditures</b>	<b>\$ 398,515</b>	<b>\$ 2,230,255</b>	<b>\$ 1,539,795</b>	<b>\$ 2,554,459</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Charges for Services	\$ 1,013,874	\$ 1,000,000	\$ 1,105,843	\$ 1,250,000
Interest and Investment Income	20,797	19,890	24,949	19,890
Transfer In From BMA - Water	-	-	-	500,000
Fund Balance	557,416	1,210,365	1,193,572	784,569
<b>Total Available for Appropriation</b>	<b>\$ 1,592,087</b>	<b>\$ 2,230,255</b>	<b>\$ 2,324,364</b>	<b>\$ 2,554,459</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 CIP Wastewater Regulatory Fund Capital Outlay Detail

**FUND 454 CIP - WASTEWATER REGULATORY  
 ALL DEPARTMENTS**

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>09/10 ACTUAL</b>	<b>10/11 BUDGET</b>	<b>10/11 ESTIMATE</b>	<b>11/12 BUDGET</b>
710	02047	Wastewater treatment plant	\$ 82,693	\$ -	\$ -	\$ -
710	11021	Waste Water - South Plant	-	336,300	336,300	102,000
710	11023	Waste Load South Plant	-	102,000	-	-
710	11024	Wastewater South Plant Design	-	-	-	2,100,000
710	N/A	Facility Plan Update	-	-	15,400	-
715	08011	Wastewater Collection System Imp.	188,095	-	188,095	-
715	08017	Silverlake /Price Rehab	-	63,902	-	-
715	10022	Wastewater Collection Phase II	127,726	1,000,000	1,000,000	-
715	11001	Wastewater I&I Survey	-	425,000	-	275,000
<b>TOTAL</b>			<b>\$ 398,514</b>	<b>\$ 1,927,202</b>	<b>\$ 1,539,795</b>	<b>\$ 2,477,000</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 CIP Storm Sewer Fund– Summary

Fund Mission: N/A

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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.

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2011 Accomplishments: • No significant funds were collected this past fiscal year, thus no projects were complete.

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2012 Objectives: • Utilize funds to participate with developers on regional detention facilities

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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**

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$606	\$44,721	\$0	\$36,377	\$36,377

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 CIP Storm Sewer Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Storm Sewer	\$ 606	\$ -	\$ -	\$ 35,000
Unallocated	-	44,721	-	1,377
<b>Total Expenditures</b>	<b>\$ 606</b>	<b>\$ 44,721</b>	<b>\$ -</b>	<b>\$ 36,377</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Charges for Services	\$ 9,097	\$ -	\$ 192	\$ -
Interest and Investment Income	630	540	465	360
Fund Balance	26,240	44,181	35,360	36,017
<b>Total Available for Appropriation</b>	<b>\$ 35,967</b>	<b>\$ 44,721</b>	<b>\$ 36,017</b>	<b>\$ 36,377</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 CIP Storm Sewer Fund Capital Outlay Detail

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>09/10 ACTUAL</b>	<b>10/11 BUDGET</b>	<b>10/11 ESTIMATE</b>	<b>11/12 BUDGET</b>
327	N/A	Misc Storm Sewer Improvements	\$ 606	\$ -	\$ -	\$ 35,000
<b>TOTAL</b>			<b>\$ 606</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,000</b>

**CITY OF BARTLESVILLE**  
 2011-12 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.

- 2011 Accomplishments:
- Completed the Frontier Pool Parking Lot
  - Out for bids on the Virginia Road resurfacing.

- 2012 Objectives:
- Complete the Virginia Road resurfacing.
  - Implement the 2012 CDBG project and have it out for construction by FY 2013.

Budget Highlights: All expenditures in this fund are for the actual construction costs related to the approved CDBG projects.

FUND 467 CDBG				
2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$184,566	\$105,886	\$160,421	\$0	\$0



**CITY OF BARTLESVILLE**

2011-12 Operating Budget

Community Development Block Grant Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Community Development	\$ 78,680	\$ -	\$ 54,535	\$ -
Park	105,886	105,886	105,886	-
<b>Total Expenditures</b>	<b>\$ 184,566</b>	<b>\$ 105,886</b>	<b>\$ 160,421</b>	<b>\$ -</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Intergovernmental	\$ 22,500	\$ 105,886	\$ 160,421	\$ -
Fund Balance	-	-	-	-
<b>Total Available for Appropriation</b>	<b>\$ 22,500</b>	<b>\$ 105,886</b>	<b>\$ 160,421</b>	<b>\$ -</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Community Development Block Grant Fund Capital Outlay Detail

**FUND 467 CIP - CDBG  
 ALL DEPARTMENTS**

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>09/10 ACTUAL</b>	<b>10/11 BUDGET</b>	<b>10/11 ESTIMATE</b>	<b>11/12 BUDGET</b>
180	10021	West B-Ville Redevelopment Plan	\$ 78,680	\$ -	\$ 54,535	\$ -
431	08029	Frontier Park Project	105,886			
431	N/A	Other Improvements	-	105,886	105,886	-
<b>TOTAL</b>			<b>\$ 184,566</b>	<b>\$ 105,886</b>	<b>\$ 160,421</b>	<b>\$ -</b>

***CITY OF BARTLESVILLE***  
 2011-12 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.

2011 Accomplishments:
 

- Started construction on the light retrofit improvements for City Hall.
- Completed design of HVAC and light retrofit improvements for City Hall.

2012 Objectives:
 

- Complete light retrofit improvements at City Hall.
- Start and complete construction of HVAC improvements at City Hall.
- Complete wireless improvements for the WAN within the City.

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**

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$330,634	\$397,388	\$37,737	\$345,919	\$345,919

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 2005 G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
General Services	\$ 45,106	\$ 296,772	\$ 33,500	\$ 283,797
Tech Services	12,011	100,616	4,237	62,122
Park and Recreation	28,460	-	-	-
Swimming Pools	118,557	-	-	-
Water Plant	126,500	-	-	-
Unallocated	-	-	-	-
<b>Total Expenditures</b>	<b><u>\$ 330,634</u></b>	<b><u>\$ 397,388</u></b>	<b><u>\$ 37,737</u></b>	<b><u>\$ 345,919</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Interest and Investment Income	\$ 14,123	\$ 14,220	\$ 5,805	\$ 3,480
Fund Balance	737,337	383,168	374,371	342,439
<b>Total Available for Appropriation</b>	<b><u>\$ 751,460</u></b>	<b><u>\$ 397,388</u></b>	<b><u>\$ 380,176</u></b>	<b><u>\$ 345,919</u></b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 2005 G.O. Bond Fund Capital Outlay Detail

FUND 471 CIP - 2005 G.O. BOND FUND  
 ALL DEPARTMENTS

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>09/10 ACTUAL</b>	<b>10/11 BUDGET</b>	<b>10/11 ESTIMATE</b>	<b>11/12 BUDGET</b>
170	08013	City center Windows and HVAC	\$ 82,880	\$ 296,772	\$ 33,500	\$ 283,797
170	09022	Misc Building Improvements	1,303	-	-	-
185	06002	Wireless MAN	13,033	100,616	4,237	96,379
431	08029	Frontier Park	28,460	-	-	-
432	06005	Pool Renovation	17,119	-	-	-
432	08029	Frontier Park	92,426	-	-	-
720	06020	Hulah Lake Pump Station	126,500	-	-	-
<b>TOTAL</b>			<b>\$ 361,721</b>	<b>\$ 397,388</b>	<b>\$ 37,737</b>	<b>\$ 380,176</b>

**CITY OF BARTLESVILLE**  
 2011-12 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.

2011 Accomplishments:
 

- Completed the road portion of Silver Lake Road improvements between Adams and Price Road.
- Started construction on the intersection improvements at Silver Lake and Price.

2012 Objectives:
 

- Complete intersection improvements at Silver Lake and Price.

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**

2009-10 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$1,240,294	\$1,230,781	\$1,025,000	\$218,706	\$218,706

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 2007 G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Street	\$ 1,240,294	\$ 1,230,781	\$ 1,025,000	\$ 15,000
Unallocated	-	-	-	203,706
<b>Total Expenditures</b>	<b>\$ 1,240,294</b>	<b>\$ 1,230,781</b>	<b>\$ 1,025,000</b>	<b>\$ 218,706</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Interest and Investment Income	\$ 45,187	\$ 23,310	\$ 17,729	\$ 13,275
Transfer In From Restricted Donations	52,193	-	-	-
Fund Balance	2,355,615	817,471	1,212,702	205,431
<b>Total Available for Appropriation</b>	<b>\$ 2,452,995</b>	<b>\$ 840,781</b>	<b>\$ 1,230,431</b>	<b>\$ 218,706</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 2007 G.O. Bond Fund Capital Outlay Detail

FUND 472 CIP - 2007 G.O. BOND FUND  
 ALL DEPARTMENTS

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>09/10 ACTUAL</b>	<b>10/11 BUDGET</b>	<b>10/11 ESTIMATE</b>	<b>11/12 BUDGET</b>
328	08017	Silverlake Rehab	1,240,294	1,230,781	1,025,000	15,000
<b>TOTAL</b>			<b><u>\$ 1,240,294</u></b>	<b><u>\$ 1,230,781</u></b>	<b><u>\$ 1,025,000</u></b>	<b><u>\$ 15,000</u></b>



**CITY OF BARTLESVILLE**  
 2011-12 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.

- 2011 Accomplishments:
- Completed construction of Sooner Drainage and Detention improvements.
  - Started construction on the Cambridge Park Drainage and Detention improvements.
  - Started construction on the Madison Blvd. rehabilitation between Nowata and Tuxedo.

- 2012 Objectives:
- Complete construction on the Cambridge Park Drainage and Detention improvements.
  - Complete construction on the Madison Blvd. rehabilitation between Nowata and Tuxedo.

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**

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$1,843,675	\$2,049,327	\$1,240,941	\$750,714	\$750,714

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 2008A G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Storm Sewer	\$ 1,041,327	\$ 285,800	\$ 118,941	\$ 5,000
Street	802,348	1,100,000	1,122,000	15,000
Unallocated	-	663,527	-	730,714
<b>Total Expenditures</b>	<b>\$ 1,843,675</b>	<b>\$ 2,049,327</b>	<b>\$ 1,240,941</b>	<b>\$ 750,714</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Interest and Investment Income	\$ 78,176	\$ 39,105	\$ 30,239	\$ 22,650
Donations	-	-	2,500	-
Fund Balance	3,701,765	2,010,222	1,936,266	728,064
<b>Total Available for Appropriation</b>	<b>\$ 3,779,941</b>	<b>\$ 2,049,327</b>	<b>\$ 1,969,005</b>	<b>\$ 750,714</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 2008A G.O. Bond Fund Capital Outlay Detail

FUND 473 CIP - 2008A G.O. BOND FUND  
 ALL DEPARTMENTS

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>09/10 ACTUAL</b>	<b>10/11 BUDGET</b>	<b>10/11 ESTIMATE</b>	<b>11/12 BUDGET</b>
327	08017	Silverlake Rd Rehab Nowata to Price Rd		\$ 150,000	\$ -	\$ -
327	09025	Grand Prairie Detention Pond	\$ 15,886	\$ 65,800	\$ 24,000	5,000
327	09026	Sooner Park Detention Pond	1,025,441	70,000	94,941	-
328	09023	Madison Rehab Nowata-Tuxedo	7,372	1,100,000	1,122,000	15,000
328	09025	Grand Prairie Detention Pond	794,976			-
<b>TOTAL</b>			<b><u>\$ 1,843,675</u></b>	<b><u>\$ 1,385,800</u></b>	<b><u>\$ 1,240,941</u></b>	<b><u>\$ 20,000</u></b>

**CITY OF BARTLESVILLE**  
 2011-12 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.

2011 Accomplishments: • Completed construction on the Frontier Pool renovation

2012 Objectives: • Program complete, no future projects planned from this funding source.

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**

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$1,410,124	\$19,330	\$19,255	\$0	\$0

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 2008B G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Parks & Recreation	\$ 1,410,124	\$ 19,330	\$ 19,255	\$ -
<b>Total Expenditures</b>	<b>\$ 1,410,124</b>	<b>\$ 19,330</b>	<b>\$ 19,255</b>	<b>\$ -</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Interest and Investment Income	\$ 10,218	\$ -	\$ 228	\$ -
Donations and Miscellaneous	250	-	-	-
Fund Balance	1,418,683	19,330	19,027	-
<b>Total Available for Appropriation</b>	<b>\$ 1,429,151</b>	<b>\$ 19,330</b>	<b>\$ 19,255</b>	<b>\$ -</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 2008B G.O. Bond Fund Capital Outlay Detail

FUND 474 CIP - 2008B G.O. BOND FUND  
 ALL DEPARTMENTS

*Capital Outlay Schedule*

<i>DEPARTMENT</i>	<i>PROJECT NUMBER</i>	<i>DESCRIPTION</i>	<i>09/10 ACTUAL</i>	<i>10/11 BUDGET</i>	<i>10/11 ESTIMATE</i>	<i>11/12 BUDGET</i>
431	08029	Frontier Park Project	\$ 1,410,124	\$ 19,330	\$ 19,255	\$ -
<b>TOTAL</b>			<b>\$ 1,410,124</b>	<b>\$ 19,330</b>	<b>\$ 19,255</b>	<b>\$ -</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 2009 G.O. Bond Fund– Summary

Fund Mission: N/A

Fund Description: The 2009 G.O. Bond Fund was established to account for the 2009 General Obligation Bond proceeds that were dedicated to Street improvements.

- 2011 Accomplishments:
- Completed design of the Tuxedo Blvd widening project between Madison and Bison.
  - 75% complete on the Silver Lake Road extension between Frank Phillips and Tuxedo design.
  - Completed construction on the Woodland Road resurfacing between Swan and Madison.
  - Started construction on the Frank Phillips Rehabilitation between 75 and Madison.
  - Started construction on the Nowata Road resurfacing between Silver Lake and 75.

- 2012 Objectives:
- Complete the Silver Lake Road extension between Frank Phillips and Tuxedo design.
  - Complete construction on the Frank Phillips Rehabilitation between 75 and Madison.
  - Complete construction on the Nowata Road resurfacing between Silver Lake and 75. Complete all funded projects

Budget Highlights: The major expenditures in this fund are for Street improvement projects funded by 2009 bond issue.

**FUND 475 2009 G.O. BOND**

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$344,467	\$2,714,794	\$1,062,893	\$1,666,119	\$1,666,119

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 2009 G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
General Services	\$ 50,335	\$ -	\$ -	\$ -
Street	294,132	2,700,000	1,062,893	1,655,000
Unallocated	-	14,794	-	11,119
<b>Total Expenditures</b>	<b>\$ 344,467</b>	<b>\$ 2,714,794</b>	<b>\$ 1,062,893</b>	<b>\$ 1,666,119</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Interest and Investment Income	\$ 30,892	\$ 28,440	\$ 38,717	\$ 3,870
Proceeds from Issuance of Debt	3,000,000	-	-	-
Fund Balance	-	2,686,354	2,686,425	1,662,249
<b>Total Available for Appropriation</b>	<b>\$ 3,030,892</b>	<b>\$ 2,714,794</b>	<b>\$ 2,725,142</b>	<b>\$ 1,666,119</b>



**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 2009 G.O. Bond Fund Capital Outlay Detail

FUND 475 CIP - 2009 G.O. BOND FUND  
 ALL DEPARTMENTS

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>09/10 ACTUAL</b>	<b>10/11 BUDGET</b>	<b>10/11 ESTIMATE</b>	<b>11/12 BUDGET</b>
170	N/A	Agent Fees for G.O. Bond	\$ 50,335	\$ -	\$ -	\$ -
328	10036	FPB Rehab from 75 to Madison	83,297	1,500,000	105,000	1,630,000
328	10037	Tuxedo Rehab from Madison to Bison	80,240	-	-	-
328	10038	Silverlake Rd Tuxedo to FP Engineering	124,156	-	94,393	-
328	10039	Nowata Rd Rehab from 75 to Silverlake	1,895	800,000	500,000	25,000
328	10040	Woodland Rd Rehab from 75 to Silverlake	4,544	400,000	363,500	-
<b>TOTAL</b>			<b>\$ 344,467</b>	<b>\$ 2,700,000</b>	<b>\$ 1,062,893</b>	<b>\$ 1,655,000</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 2010 G.O. Bond Fund– Summary

Fund Mission: N/A

Fund Description: The 2010 G.O. Bond Fund was established to account for the 2009 General Obligation Bond proceeds that were dedicated to Street improvements.

2011 Accomplishments: •

2012 Objectives: •

Budget Highlights: The major expenditures in this fund are for Street improvement projects funded by 2009 bond issue.

**FUND 476 2010 G.O. BOND**

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$0	\$5,002,920	\$1,040,422	\$3,999,181	\$3,999,181

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 2010 G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
General Services	\$ -	\$ 62,635	\$ 62,623	\$ -
Street	-	4,940,285	977,799	3,998,000
Unallocated	-	-	-	1,181
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 5,002,920</b>	<b>\$ 1,040,422</b>	<b>\$ 3,999,181</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Interest and Investment Income	\$ -	\$ 2,920	\$ 22,653	\$ 16,950
Proceeds from Issuance of Debt	-	5,000,000	5,000,000	-
Fund Balance	-	-	-	3,982,231
<b>Total Available for Appropriation</b>	<b>\$ -</b>	<b>\$ 5,002,920</b>	<b>\$ 5,022,653</b>	<b>\$ 3,999,181</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 2010 G.O. Bond Fund Capital Outlay Detail

FUND 476 CIP - 2010 G.O. BOND FUND  
 ALL DEPARTMENTS

*Capital Outlay Schedule*

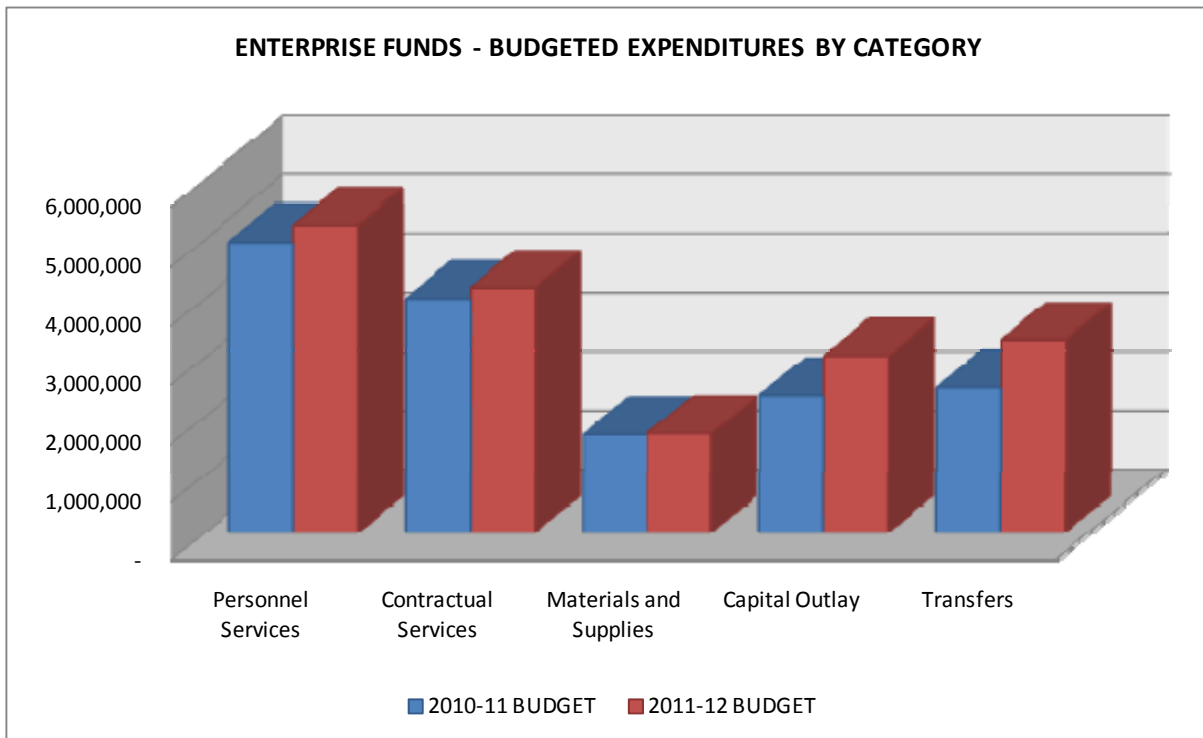
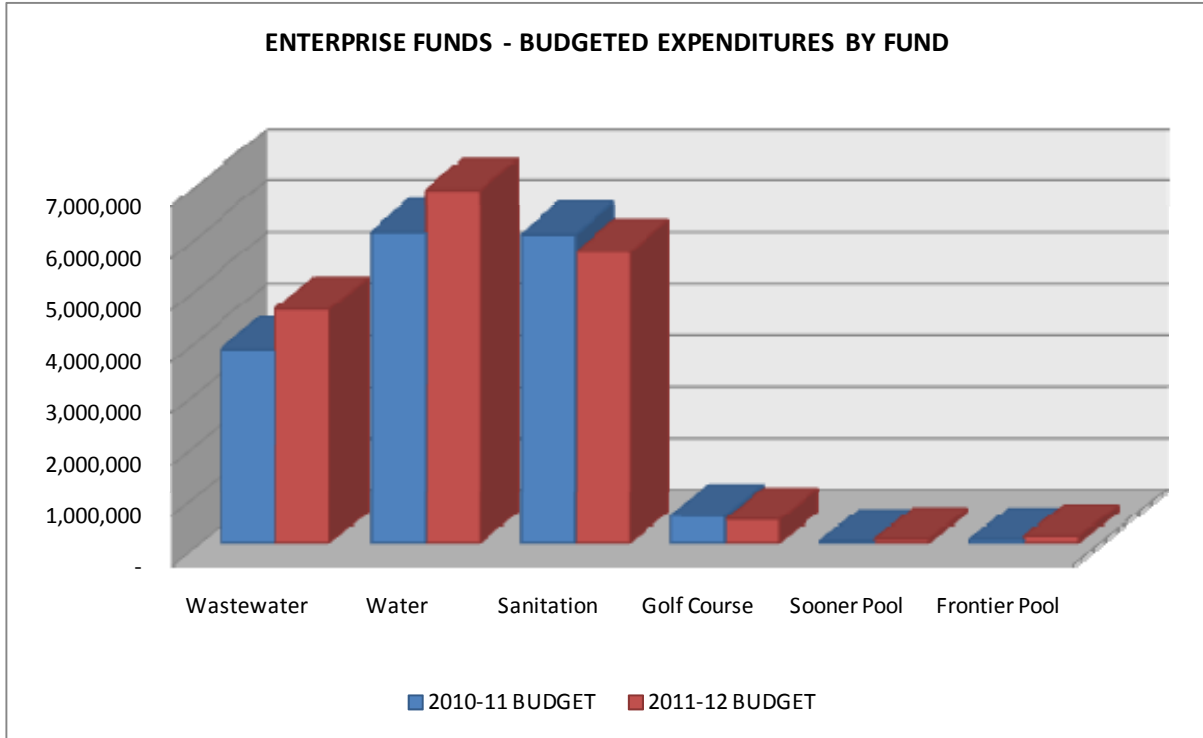
<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>09/10 ACTUAL</b>	<b>10/11 BUDGET</b>	<b>10/11 ESTIMATE</b>	<b>11/12 BUDGET</b>
170		Financial	\$ -	\$ 62,635	\$ 62,799	\$ -
328	10037	Tuxedo Rehab Engineering	-	-	95,000	1,500,000
328	10038	Silver Lake FP & Tuxedo Engineering Only				2,200,000
328	11016	Howard Ave from Kentucky to Tuxedo				250,000
328	11017	Brentwood and Brookside Prkwy			820,000	48,000
328	NA		-	4,940,285	-	-
<b>TOTAL</b>			<b>\$ -</b>	<b>\$ 5,002,920</b>	<b>\$ 977,799</b>	<b>\$ 3,998,000</b>

# ENTERPRISE FUNDS

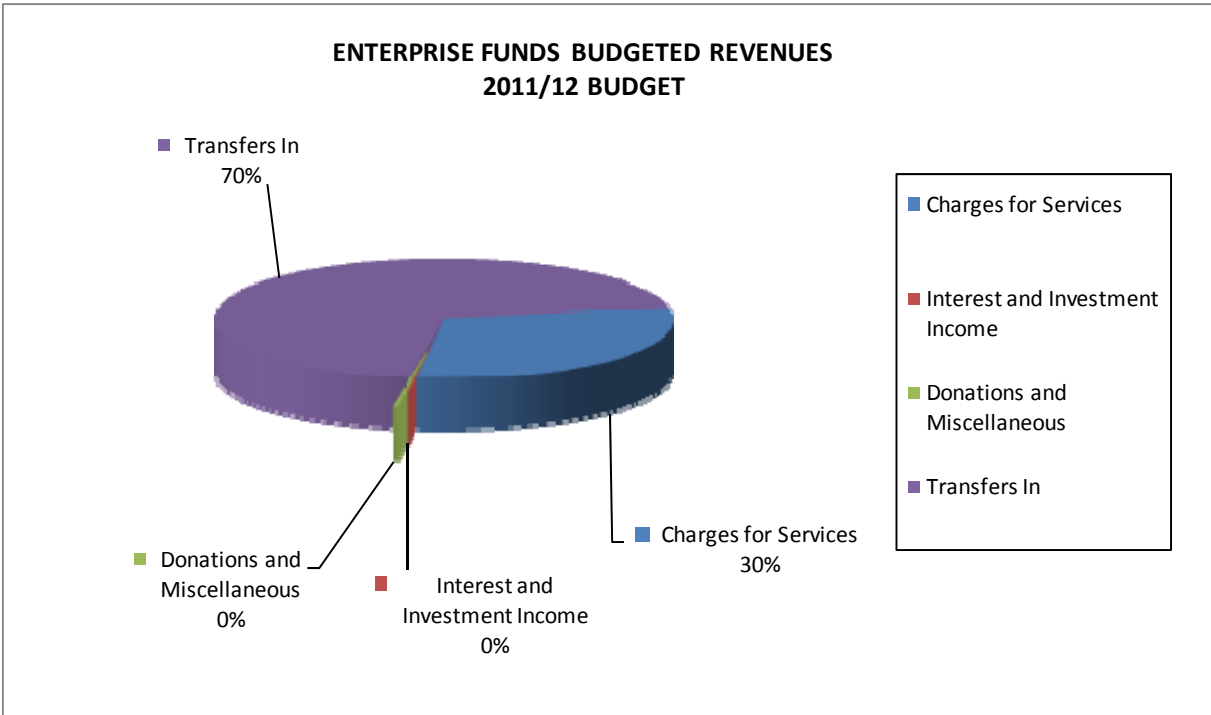
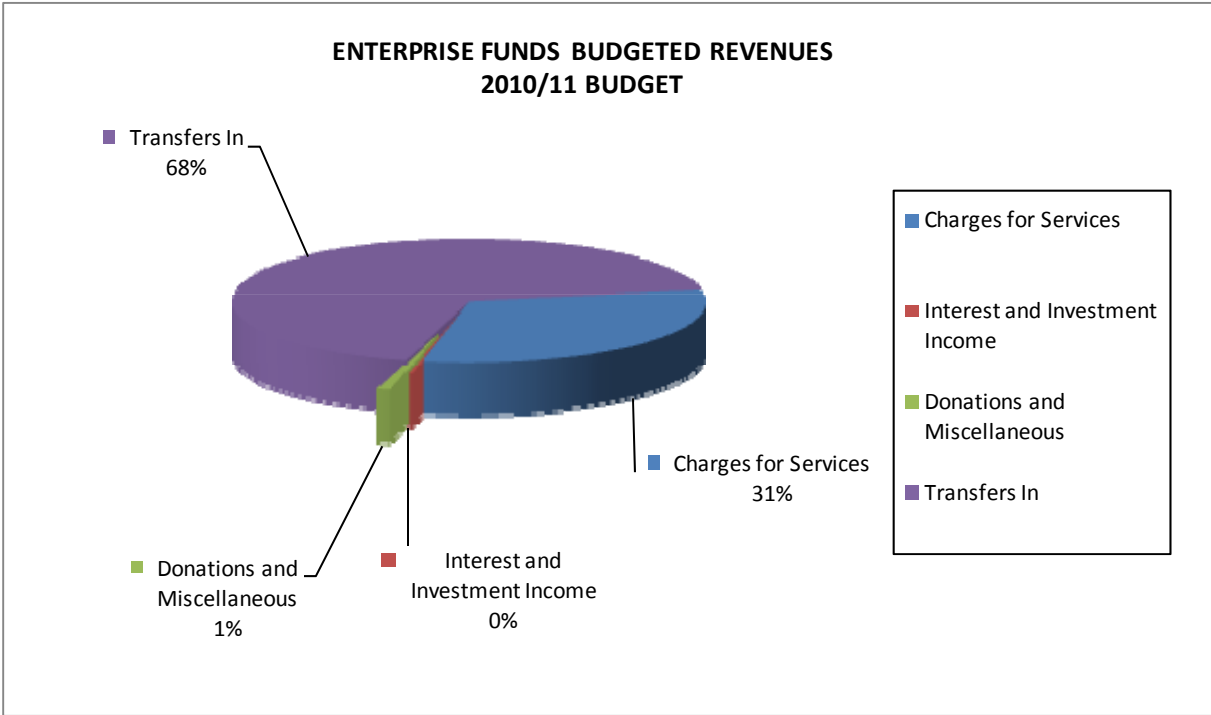


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**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Enterprise Funds – Expenditure Graphs



**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**Enterprise Funds – Revenue Graphs**





**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Enterprise Funds – Summary by Fund or Source

**Expenditures and Reserves**

<b>EXPENDITURES BY FUND</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Wastewater	\$ 3,593,199	\$ 3,793,965	\$ 3,528,604	\$ 4,561,741
Water	5,194,868	6,060,454	5,192,532	6,861,220
Sanitation	4,546,770	6,015,115	3,591,862	5,684,513
Golf Course	516,816	539,999	490,997	468,320
Sooner Pool	-	43,900	43,900	79,707
Frontier Pool	-	72,297	72,297	135,188
<b>Total Expenditures and Reserves</b>	<b><u>\$13,851,653</u></b>	<b><u>\$16,525,730</u></b>	<b><u>\$12,920,192</u></b>	<b><u>\$17,790,689</u></b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Charges for Services	\$ 4,201,385	\$ 4,254,586	\$ 4,337,926	\$ 4,617,964
Interest and Investment Income	39,847	36,750	28,454	25,365
Donations and Miscellaneous	145,632	117,905	205,179	57,204
Other Financing Sources	-	597	597	-
Transfer In:				
From General Fund	117,897	134,348	134,348	148,296
From BMA - Wastewater	3,374,659	3,538,910	3,517,857	4,023,930
From BMA - Water	4,780,592	5,696,817	5,642,519	6,690,925
Fund Balance	<u>2,474,114</u>	<u>2,659,610</u>	<u>1,283,767</u>	<u>2,230,455</u>
<b>Total Available for Appropriation</b>	<b><u>\$15,134,126</u></b>	<b><u>\$16,439,523</u></b>	<b><u>\$15,150,647</u></b>	<b><u>\$17,794,139</u></b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**Enterprise Funds – Expenditure Summary by Line Item**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 3,236,108	\$ 3,246,637	\$ 3,108,488	\$ 3,313,374	\$ 3,393,524	\$ 3,393,524
51120 OVERTIME	57,978	79,800	85,150	101,200	103,731	103,731
51130 FICA	244,435	251,662	240,737	253,014	259,135	259,135
51140 GROUP INSURANCE	641,729	622,187	622,187	628,785	628,785	628,785
51150 DB RETIREMENT	356,841	479,500	442,257	543,800	557,397	557,397
51155 DC RETIREMENT	8,490	23,600	22,722	27,200	27,882	27,882
51170 WORKER'S COMPENSATION	147,107	243,842	243,819	255,910	255,910	255,910
51180 UNEMPLOYMENT COMP	4,098	-	14,114	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 4,696,786</b>	<b>\$ 4,947,228</b>	<b>\$ 4,779,474</b>	<b>\$ 5,123,283</b>	<b>\$ 5,226,364</b>	<b>\$ 5,226,364</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 52,925	\$ 69,187	\$ 65,102	\$ 70,185	\$ 70,185	\$ 70,185
52310 UTILITIES & COMMUNICATIONS	439,673	718,912	617,888	727,337	727,337	727,337
52410 PROFESSIONAL SERVICES	174,741	98,052	79,152	116,652	116,652	116,652
52510 OTHER SERVICES	905,344	982,055	907,084	985,643	985,643	985,643
52610 MAINT. & REPAIR SERVICE	166,695	217,310	212,637	207,600	207,600	207,600
52710 OPERATIONAL SERVICES	2,041,842	1,897,100	1,897,100	2,047,237	2,047,237	2,047,237
52810 INSURANCE & BONDS	1,087	-	-	-	-	-
52950 MISCELLANEOUS	-	9,041	9,041	16,090	16,090	16,090
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 3,782,307</b>	<b>\$ 3,991,657</b>	<b>\$ 3,788,004</b>	<b>\$ 4,170,744</b>	<b>\$ 4,170,744</b>	<b>\$ 4,170,744</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 6,577	\$ 7,849	\$ 6,185	\$ 9,099	\$ 9,099	\$ 9,099
53210 JANITORIAL SUPPLIES	6,244	8,371	7,806	9,041	9,041	9,041
53310 GENERAL SUPPLIES	886,830	963,276	918,462	951,731	951,731	951,731
53410 TOOLS & EQUIPMENT	19,112	34,355	31,743	33,068	33,068	33,068
53510 FUEL	184,137	199,000	184,856	214,700	214,700	214,700
53610 MAINT. & REPAIR MATERIALS	457,123	470,930	472,687	483,009	483,009	483,009
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,560,023</b>	<b>\$ 1,683,781</b>	<b>\$ 1,621,739</b>	<b>\$ 1,700,648</b>	<b>\$ 1,700,648</b>	<b>\$ 1,700,648</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**Enterprise Funds – Expenditure Summary by Line Item**  
**(continued)**

<b>CAPITAL OUTLAY</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
55920 BUILDINGS & STRUCTURES	\$ 279,943	\$ -	\$ -	\$ 1,660,000	\$ -	\$ -
55930 OTHER IMPROVEMENTS	62,173	308,326	27,438	659,800	943,126	943,126
55940 MACHINERY & EQUIPMENT	591,488	2,043,647	215,327	600,535	2,061,609	2,061,609
55950 OFFICE EQUIP & FURNISH	40,794	-	-	-	-	-
55960 VEHICLES & EQUIPMENT	468,000	-	2,050	16,250	16,250	16,250
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 1,442,398</b>	<b>\$ 2,351,973</b>	<b>\$ 244,815</b>	<b>\$ 2,936,585</b>	<b>\$ 3,020,985</b>	<b>\$ 3,020,985</b>
<b>TRANSFERS OUT</b>						
59101 GENERAL FUND	\$ 2,370,140	\$ 2,486,160	\$ 2,486,160	\$ 2,479,157	\$ 2,479,157	\$ 2,479,157
59663 AUTO COLLISION INSURANCE	-	-	-	-	200,000	200,000
59670 STABILIZATION RESERVE FUND	-	-	-	605,871	610,678	610,678
<b>TOTAL TRANSFERS</b>	<b>\$ 2,370,140</b>	<b>\$ 2,486,160</b>	<b>\$ 2,486,160</b>	<b>\$ 3,085,028</b>	<b>\$ 3,289,835</b>	<b>\$ 3,289,835</b>
<b>TOTAL BUDGET</b>						
	<b>\$13,851,654</b>	<b>\$15,460,799</b>	<b>\$12,920,192</b>	<b>\$17,016,288</b>	<b>\$17,408,576</b>	<b>\$17,408,576</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Enterprise Funds – Personnel Summary

*Personnel*

<b>PERSONNEL COUNTS BY DEPARTMENT</b>	<b>2009-10 ACTUAL FTEs</b>	<b>2010-11 BUDGETED FTEs</b>	<b>2010-11 ACTUAL FTEs</b>	<b>2011-12 BUDGETED FTEs</b>
Wastewater Fund:				
Wastewater Maintenance	11	11	11	11
Water Fund:				
Water Plant	14	15	15	15
Water Administration	3	3	3	3
Water Distribution	23	20.5	20.5	20.5
<i>Total Water</i>	<b>40</b>	<b>38.5</b>	<b>38.5</b>	<b>38.5</b>
Sanitation Fund:				
Sanitation	<b>38.5</b>	<b>39</b>	<b>39</b>	<b>39</b>
Golf Course Fund:				
Municipal Golf Course	5	4	3	3
Sooner Pool:				
Swimming Pool	N/A	N/A	N/A	N/A
Frontier Pool:				
Swimming Pool	N/A	N/A	N/A	N/A
<b>Total Personnel</b>	<b>94.5</b>	<b>92.5</b>	<b>91.5</b>	<b>91.5</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Enterprise Funds – Capital Outlay Summary

*Capital*

<b>EXPENDITURES BY FUND &amp; DEPARTMENT</b>	<b>2011-12 BUDGETED CAPITAL EXPENDITURES</b>	
Wastewater Fund:		
Wastewater Treatment Plant	\$	242,650
Wastewater Maintenance		569,440
<i>Total Wastewater</i>		<b>812,090</b>
Water Fund:		
Water Plant		80,450
Water Administration		-
Water Distribution		667,371
<i>Total Water</i>		<b>747,821</b>
Sanitation Fund:		
Sanitation		<b>1,461,074</b>
<b>Total Expenditures</b>	<b>\$</b>	<b>3,020,985</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Wastewater Operating Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Chickasaw Wastewater Treatment Plant	\$ 2,224,443	\$ 2,121,512	\$ 2,121,692	\$2,320,299
Wastewater Maintenance	657,714	687,085	668,830	1,359,273
Transfers Out: To General	711,042	738,082	738,082	620,246
To Auto Collision Insurance Fund	-	-	-	50,000
To Stabilization Reserve Fund	-	-	-	139,509
Reserves: Contingency	-	233,712	-	57,350
Compensated Absences Reserve	-	13,574	-	15,064
<b>Total Expenditures and Reserves</b>	<b><u>\$ 3,593,199</u></b>	<b><u>\$ 3,793,965</u></b>	<b><u>\$ 3,528,604</u></b>	<b><u>\$ 4,561,741</u></b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Interest and Investment Income	\$ 2,106	\$ 1,200	\$ 702	\$ 525
Donations and Miscellaneous	83,697	-	78,364	-
Transfer In: From BMA - Wastewater	3,374,659	3,538,910	3,517,857	4,023,930
From BMA - Water	-	-	-	290,000
Fund Balance	317,735	253,413	178,967	247,286
<b>Total Available for Appropriation</b>	<b><u>\$ 3,778,197</u></b>	<b><u>\$ 3,793,523</u></b>	<b><u>\$ 3,775,890</u></b>	<b><u>\$ 4,561,741</u></b>

# ***CITY OF BARTLESVILLE***

## **2011-12 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.

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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.

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2011 Accomplishments:

- Hauled 4,668,000 gallons of Biosolids for land application.
- Completed inspections of all Industrial Pretreatment Program Significant Industrial Users.
- Passed all quarterly Biomonitoring sampling events.
- Continued planned preventive maintenance program
- Replacement of Grit Chamber Components for efficient operation
- Repairs of expansion joints and liner in the 20 million gallon Plant Flow Equalization Basin.

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2012 Objectives:

- Maintain 100% environmental compliance for plant operation
- Complete all required EPA laboratory proficiency testing with 100% compliance.
- Rebuild Final Clarifier #2 Floating Siphons.
- Replace Supervisory Control and Data Acquisition Radios for compliance with new FCC Regulation.
- Continue reduction of Biosolids inventory with the land application program.

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Budget Highlights: The major expenditures in this department are the contract with Veolia Water, Inc. and replacement structures and equipment.

**CITY OF BARTLESVILLE**

2011-12 Operating Budget

Wastewater Operating Fund – Wastewater Treatment Plant – Summary  
(continued)

FUND 509 WASTEWATER  
DEPT 710 CHICKASAW WASTEWATER TREATMENT PLANT

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$2,224,443	\$2,121,512	\$2,121,692	\$2,320,299	\$2,320,299



**CITY OF BARTLESVILLE**

2011-12 Operating Budget

Wastewater Operating Fund – Wastewater Treatment Plant – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
52310 UTILITIES & COMMUNICATIONS	\$ 411	\$ 412	\$ 412	\$ 412	\$ 412	\$ 412
52410 PROFESSIONAL SERVICES						
52510 OTHER SERVICES	16,713	19,000	\$19,180	20,000	20,000	20,000
52610 MAINT. & REPAIR SERVICE				10,000	10,000	10,000
52710 OPERATIONAL SERVICES	2,041,842	1,897,100	1,897,100	2,047,237	2,047,237	2,047,237
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 2,058,966</b>	<b>\$ 1,916,512</b>	<b>\$ 1,916,692</b>	<b>\$ 2,077,649</b>	<b>\$ 2,077,649</b>	<b>\$ 2,077,649</b>
<b>CAPITAL OUTLAY</b>						
55930 OTHER IMPROVEMENTS	\$ 27,680	\$ 25,000	\$ 25,000	\$ 7,800	\$ 7,800	\$ 7,800
55940 MACHINERY & EQUIPMENT	137,797	180,000	180,000	218,600	218,600	218,600
55960 VEHICLES & EQUIPMENT	-	-	-	16,250	16,250	16,250
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 165,477</b>	<b>\$ 205,000</b>	<b>\$ 205,000</b>	<b>\$ 242,650</b>	<b>\$ 242,650</b>	<b>\$ 242,650</b>
<b>TOTAL BUDGET</b>	<b>\$ 2,224,443</b>	<b>\$ 2,121,512</b>	<b>\$ 2,121,692</b>	<b>\$ 2,320,299</b>	<b>\$ 2,320,299</b>	<b>\$ 2,320,299</b>

**CITY OF BARTLESVILLE**

2011-12 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>
55940	Floating Final Clarifier	Replacement	1	\$ 135,000
55930	EQ Basin Liner	Replacement	1	7,800
55940	Grit Chamber Auger/Trough	Replacement	1	5,200
55940	DAF Pressurizing Pump	Replacement	1	5,400
55960	Truck	Replacement	1	16,250
55940	RTU Radios	Replacement	20	73,000
<b>TOTAL</b>				<b>\$ 242,650</b>

# ***CITY OF BARTLESVILLE***

## **2011-12 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.

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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.

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2011 Accomplishments:

- Completed Video Inspection of 28,745 feet of Sanitary Sewer Line, an increase of almost 100 % over 2010.
- Jet cleaned 631,516 feet of sanitary sewer main.
- Hydraulically jet sawed 49,011 feet of sanitary sewer main.
- Installed sewer line to serve the bathrooms at Douglas and Frontier Parks.
- Completed 43 main line point repairs installing 1,639 feet of new sanitary sewer line of various sizes.
- Identified and repaired 38 private side defects.
- Capped 21 sewer taps for demolition of dilapidated structures.

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2012 Objectives:

- Continue the Routine Main Line Cleaning Program
- Identify leaking manholes for installation of rings and lids to reduce inflow and infiltration
- Continue the root control and chemical grout sealing program.
- Complete the replacement of a 1,600 foot section of the Harvard Trunk Line.
- Utilize camera system to identify and correct private side and public side defects.
- Provide assistance for the correction of private side defects and repair of mainline problems identified in the SSES Study

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**CITY OF BARTLESVILLE**

2011-12 Operating Budget

Wastewater Operating Fund – Wastewater Maintenance – Summary  
(continued)

Budget Highlights: The major expenditures in this department are personnel costs and replacement equipment. In fiscal year 2011-12 this fund will receive a \$290,000 loan from the BMA – Water Fund. In accordance with the City’s budget basis of accounting, this transaction will be shown as a transfer in (revenue) at the time of receipt but will be converted to a loan when the City adjusts its basis of accounting to GAAP basis for annual year end reporting and auditing purposes. This loan will be repaid over a two year period starting in fiscal year 2012-13 and bearing interest at a rate of 2% per annum. This loan will provide sufficient capital to purchase a much needed vector truck without the need to seek outside capital leasing.

**FUND 509 WASTEWATER  
DEPT 715 WASTEWATER MAINTENANCE**

<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$657,714</b>	<b>\$687,085</b>	<b>\$668,830</b>	<b>\$1,359,273</b>	<b>\$1,359,273</b>

# CITY OF BARTLESVILLE

## 2011-12 Operating Budget

### Wastewater Operating Fund – Wastewater Maintenance – Line Item Detail

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 406,878	\$ 397,292	\$ 399,395	\$ 436,000	\$ 446,900	\$ 446,900
51120 OVERTIME	5,387	8,200	14,425	14,600	14,965	14,965
51130 FICA	29,962	30,800	31,657	33,400	34,235	34,235
51140 GROUP INSURANCE	83,478	76,045	76,045	94,318	94,318	94,318
51150 DB RETIREMENT	43,870	58,300	56,009	73,700	75,543	75,543
51155 DC RETIREMENT	1,320	2,600	3,406	3,300	3,383	3,383
51170 WORKER'S COMPENSATION	4,080	917	917	808	808	808
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 574,975</b>	<b>\$ 574,154</b>	<b>\$ 581,854</b>	<b>\$ 656,126</b>	<b>\$ 670,152</b>	<b>\$ 670,152</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 4,729	\$ 5,066	\$ 5,216	\$ 4,506	\$ 4,506	\$ 4,506
52310 UTILITIES & COMMUNICATIONS	1,042	3,000	407	450	450	450
52410 PROFESSIONAL SERVICES	-	19,000	-	24,500	24,500	24,500
52510 OTHER SERVICES	802	1,000	815	825	825	825
52610 MAINT. & REPAIR SERVICE	16,182	10,000	10,000	10,000	10,000	10,000
52810 INSURANCE & BONDS	1,087	-	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 23,842</b>	<b>\$ 38,066</b>	<b>\$ 16,438</b>	<b>\$ 40,281</b>	<b>\$ 40,281</b>	<b>\$ 40,281</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 651	\$ -	\$ -	\$ -	\$ -	\$ -
53310 GENERAL SUPPLIES	5,497	10,500	8,685	14,000	14,000	14,000
53410 TOOLS & EQUIPMENT	1,380	6,865	4,365	5,400	5,400	5,400
53510 FUEL	19,750	20,000	21,517	25,000	25,000	25,000
53610 MAINT. & REPAIR MATERIALS	29,220	35,000	33,471	35,000	35,000	35,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 56,498</b>	<b>\$ 72,365</b>	<b>\$ 68,038</b>	<b>\$ 79,400</b>	<b>\$ 79,400</b>	<b>\$ 79,400</b>

**CITY OF BARTLESVILLE**

2011-12 Operating Budget

Wastewater Operating Fund – Wastewater Maintenance – Line Item Detail  
(continued)

<b>CAPITAL OUTLAY</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
55930 OTHER IMPROVEMENTS	\$ -	\$ -	\$ -	\$ 275,200	\$ 275,200	\$ 275,200
55940 MACHINERY & EQUIPMENT	2,399	2,500	2,500	294,240	294,240	294,240
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 2,399</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ 569,440</b>	<b>\$ 569,440</b>	<b>\$ 569,440</b>
<b>TOTAL BUDGET</b>	<b>\$ 657,714</b>	<b>\$ 687,085</b>	<b>\$ 668,830</b>	<b>\$ 1,345,247</b>	<b>\$ 1,359,273</b>	<b>\$ 1,359,273</b>

**CITY OF BARTLESVILLE**

2011-12 Operating Budget

Wastewater Operating Fund – Wastewater Maintenance – Personnel and Capital Detail

**FUND 509 WASTEWATER  
DEPT 715 WASTEWATER MAINTENANCE**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
WW Maint Supervisor	1	1	1	1
Wastewater Equip Operator	5	5	5	5
Maintenance Worker	4	4	4	4
UT Maint Worker	1	1	1	1
Administrative Assistant	0	0	0	0
<b>TOTAL</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>

**CAPITAL OUTLAY SCHEDULE**

<b>ACCOUNT NUMBER</b>	<b>ITEM</b>	<b>ADDITION OR REPLACEMENT</b>	<b>QUANTITY</b>	<b>BUDGETED EXPENDITURE</b>
509-715-55930	Harvard Sewer Line	Replacement	1,600 ft.	\$ 275,200
509-715-55940	Portable Radios	Replacement	9	4,240
509-715-55960	Vactor Sewer Cleaner	Replacement	1	290,000
<b>TOTAL</b>				<b>\$ 569,440</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Wastewater Operating Fund – Transfers – Summary

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

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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.

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2011 Accomplishments: N/A

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2012 Objectives: N/A

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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**

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$711,042	\$738,082	\$738,082	\$809,755	\$809,755



**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**Wastewater Operating Fund – Transfers – Line Item Detail**

<b>TRANSFERS OUT</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
59101 GENERAL FUND	\$ 711,042	\$ 738,082	\$ 738,082	\$ 620,246	\$ 620,246	\$ 620,246
59663 AUTO COLLISION INSURANCE	-	-	-	-	50,000	50,000
59670 STABILIZATION RESERVE FUND	-	-	-	138,948	139,509	139,509
<b>TOTAL TRANSFERS</b>	<b>\$ 711,042</b>	<b>\$ 738,082</b>	<b>\$ 738,082</b>	<b>\$ 759,194</b>	<b>\$ 809,755</b>	<b>\$ 809,755</b>
<b>TOTAL BUDGET</b>	<b>\$ 711,042</b>	<b>\$ 738,082</b>	<b>\$ 738,082</b>	<b>\$ 759,194</b>	<b>\$ 809,755</b>	<b>\$ 809,755</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Water Operating Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Water Plant	\$ 2,597,483	\$ 2,656,136	\$ 2,515,875	\$ 2,767,114
Water Administration	217,434	243,061	209,286	270,154
Water Distribution	1,431,895	1,745,115	1,470,024	2,252,109
Transfers Out: To General	948,056	997,347	997,347	1,039,293
To Auto Collision Insurance Fund	-	-	-	100,000
To Stabilization Reserve Fund	-	-	-	279,042
Reserves: Contingency	-	369,896	-	90,831
Compensated Absences Reserve	-	48,899	-	62,677
<b>Total Expenditures and Reserves</b>	<b>\$ 5,194,868</b>	<b>\$ 6,060,454</b>	<b>\$ 5,192,532</b>	<b>\$ 6,861,220</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Interest and Investment Income	\$ 2,005	\$ 810	\$ -	\$ -
Donations and Miscellaneous	42,770	37,900	48,096	41,500
Transfer In: From BMA - Water	4,780,592	5,696,817	5,642,519	6,400,925
Fund Balance	280,829	280,829	(79,288)	418,795
<b>Total Available for Appropriation</b>	<b>\$ 5,106,196</b>	<b>\$ 6,016,356</b>	<b>\$ 5,611,327</b>	<b>\$ 6,861,220</b>

***CITY OF BARTLESVILLE***  
2011-12 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.

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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.

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2011 Accomplishments:

- Achieved compliance with all US EPA & ODEQ Regulations
- Completed total renovation of the Hulah Pump Station
- Completed construction of the new 1 MG Madison Elevated Water Storage Tank
- Removed old Madison Elevated Water Storage Tank and Pump Station
- Completed renovation of the Indiana Pump Station
- Completed construction of the new 4 MG Mound Ground Water Storage Tank
- Produced, dried and removed 3,222,778 Cu.Yds. of residuals from our drying beds.

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2012 Objectives:

- Update RMP and insure proper program rating is assigned
- Install operational heaters at various Pump Stations
- Maintain compliance with all US EPA & ODEQ Regulations
- Produce and distribute annual Water Quality Report
- Complete the Water Treatability Study
- Finalize upgrade of Wash Water and Residuals polymer feed pumps

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***CITY OF BARTLESVILLE***  
 2011-12 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.

<b>FUND 510 WATER DEPT 720 WATER PLANT</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$2,597,483</b>	<b>\$2,656,136</b>	<b>\$2,515,875</b>	<b>\$2,767,114</b>	<b>\$2,767,114</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**Water Operating Fund – Water Plant – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 474,836	\$ 520,580	\$ 507,632	\$ 547,000	\$ 560,675	\$ 560,675
51120 OVERTIME	26,823	25,100	26,725	27,100	27,778	27,778
51130 FICA	36,664	40,300	40,878	41,700	42,743	42,743
51140 GROUP INSURANCE	97,391	96,785	96,785	117,897	117,897	117,897
51150 DB RETIREMENT	52,018	68,600	64,800	86,300	88,458	88,458
51155 DC RETIREMENT	1,724	6,200	6,056	6,500	6,663	6,663
51170 WORKER'S COMPENSATION	14,712	609	586	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 704,168</b>	<b>\$ 758,174</b>	<b>\$ 743,462</b>	<b>\$ 826,497</b>	<b>\$ 844,214</b>	<b>\$ 844,214</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 6,139	\$ 6,700	\$ 5,570	\$ 6,000	\$ 6,000	\$ 6,000
52310 UTILITIES & COMMUNICATIONS	401,435	650,000	565,208	650,000	650,000	650,000
52410 PROFESSIONAL SERVICES	50,457	1,800	1,900	8,900	8,900	8,900
52510 OTHER SERVICES	118,595	132,742	130,000	134,350	134,350	134,350
52610 MAINT. & REPAIR SERVICE	125,241	168,810	156,692	149,000	149,000	149,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 701,867</b>	<b>\$ 960,052</b>	<b>\$ 859,370</b>	<b>\$ 948,250</b>	<b>\$ 948,250</b>	<b>\$ 948,250</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,378	\$ 1,500	\$ 1,500	\$ 2,400	\$ 2,400	\$ 2,400
53210 JANITORIAL SUPPLIES	1,775	1,800	1,800	1,800	1,800	1,800
53310 GENERAL SUPPLIES	833,104	859,500	820,255	830,000	830,000	830,000
53410 TOOLS & EQUIPMENT	3,764	3,500	3,000	4,400	4,400	4,400
53510 FUEL	5,209	7,500	7,459	9,000	9,000	9,000
53610 MAINT. & REPAIR MATERIALS	53,439	34,110	46,596	46,600	46,600	46,600
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 898,669</b>	<b>\$ 907,910</b>	<b>\$ 880,610</b>	<b>\$ 894,200</b>	<b>\$ 894,200</b>	<b>\$ 894,200</b>

**CITY OF BARTLESVILLE**

2011-12 Operating Budget

Water Operating Fund – Water Plant – Line Item Detail  
(continued)

<b>CAPITAL OUTLAY</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
55920 BUILDINGS & STRUCTURES	\$ 279,943	\$ -	\$ -	\$ -	\$ -	\$ -
55930 OTHER IMPROVEMENTS	12,836	-	2,438	-	-	-
55940 MACHINERY & EQUIPMENT	-	30,000	29,995	80,450	80,450	80,450
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 292,779</b>	<b>\$ 30,000</b>	<b>\$ 32,433</b>	<b>\$ 80,450</b>	<b>\$ 80,450</b>	<b>\$ 80,450</b>
<b>TOTAL BUDGET</b>	<b>\$ 2,597,483</b>	<b>\$ 2,656,136</b>	<b>\$ 2,515,875</b>	<b>\$ 2,749,397</b>	<b>\$ 2,767,114</b>	<b>\$ 2,767,114</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Water Operating Fund – Water Plant – Personnel and Capital Detail

**FUND 510 WATER  
 DEPT 720 WATER PLANT**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
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	2	2	2
<b>TOTAL</b>	<b>14</b>	<b>15</b>	<b>15</b>	<b>15</b>

**CAPITAL OUTLAY SCHEDULE**

<b>ACCOUNT NUMBER</b>	<b>ITEM</b>	<b>ADDITION OR REPLACEMENT</b>	<b>QUANTITY</b>	<b>BUDGETED EXPENDITURE</b>
510-720-55940	3-point Finishing Mower	Addition	1	\$ 2,700
510-720-55940	A-Frame & Hoint	Addition	1	10,750
510-720-55940	SCADA Radios	Replacement	14	51,100
510-720-55940	Hydraulic Man Lift	Addition	1	7,200
510-720-55940	Flow Meter	Replacement	1	8,700
<b>TOTAL</b>				<b>\$ 80,450</b>

# ***CITY OF BARTLESVILLE***

## **2011-12 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.

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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.

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2011 Accomplishments:

- Provided project oversight for the construction of six (6) contracts contained in the Water Distribution and Storage Facilities Project.
- Completed construction of Hulah Lake Raw Water Pump Station upgrades.
- Began process for implementation of the recommendations contained in the Wastewater Facility Plan.

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2012 Objectives:

- Provide oversight and guidance in maintaining compliance with EPA & ODEQ regulations for water and wastewater treatment.
- Provide recommendations for selection of treatment processes to be used in the new wastewater treatment facility.
- Bid and provide project administration the Circle Mountain Water Line Project.
- Provide project oversight for implementation of the recommendations contained in the recently completed Wastewater Treatment Facility Plan.
- Evaluation and implementation of a new automated meter reading system.

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Budget Highlights: The major expenditures in this department are personnel costs and utility costs.



***CITY OF BARTLESVILLE***  
 2011-12 Operating Budget  
 Water Operating Fund – Water Administration – Summary  
 (continued)

				FUND 510 WATER DEPT 725 WATER ADMINISTRATION
2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$217,434	\$243,061	\$209,286	\$270,154	\$270,154

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**Water Operating Fund – Water Administration – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 135,755	\$ 163,623	\$ 135,300	\$ 174,000	\$ 178,350	\$ 178,350
51130 FICA	10,257	12,800	10,351	13,300	13,633	13,633
51140 GROUP INSURANCE	13,913	13,826	13,826	15,720	15,720	15,720
51150 DB RETIREMENT	16,520	25,400	24,384	32,100	32,903	32,903
51155 DC RETIREMENT	-	1,800	-	1,900	1,948	1,948
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 176,445</b>	<b>\$ 217,449</b>	<b>\$ 183,861</b>	<b>\$ 237,020</b>	<b>\$ 242,554</b>	<b>\$ 242,554</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 935	\$ 712	\$ 2,077	\$ 2,300	\$ 2,300	\$ 2,300
52310 UTILITIES & COMMUNICATIONS	11,665	13,500	12,275	13,500	13,500	13,500
52510 OTHER SERVICES	4,780	5,200	4,460	5,000	5,000	5,000
52610 MAINT. & REPAIR SERVICE	140	500	478	500	500	500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 17,520</b>	<b>\$ 19,912</b>	<b>\$ 19,290</b>	<b>\$ 21,300</b>	<b>\$ 21,300</b>	<b>\$ 21,300</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,707	\$ 2,150	\$ 2,685	\$ 2,500	\$ 2,500	\$ 2,500
53210 JANITORIAL SUPPLIES	1,244	1,500	1,350	1,500	1,500	1,500
53310 GENERAL SUPPLIES	990	950	1,000	1,000	1,000	1,000
53410 TOOLS & EQUIPMENT	174	100	100	100	100	100
53510 FUEL	-	500	500	700	700	700
53610 MAINT. & REPAIR MATERIALS	317	500	500	500	500	500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 4,432</b>	<b>\$ 5,700</b>	<b>\$ 6,135</b>	<b>\$ 6,300</b>	<b>\$ 6,300</b>	<b>\$ 6,300</b>
<b>CAPITAL OUTLAY</b>						
55920 BUILDINGS & STRUCTURES	\$ -	\$ -	\$ -	\$ 1,660,000	\$ -	\$ -
55950 OFFICE EQUIP & FURNISH	19,037	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 19,037</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,660,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 217,434</b>	<b>\$ 243,061</b>	<b>\$ 209,286</b>	<b>\$ 1,924,620</b>	<b>\$ 270,154</b>	<b>\$ 270,154</b>

**CITY OF BARTLESVILLE**

2011-12 Operating Budget

Water Operating Fund – Water Administration – Personnel and Capital Detail

FUND 510 WATER  
DEPT 725 WATER ADMINISTRATION

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
Water Utilities Director	1	1	1	1
Senior Administrative Assistant	1	1	1	1
Administrative Assistant	0	1	1	1
Temporary	1	0	0	0
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>

# ***CITY OF BARTLESVILLE***

## **2011-12 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.

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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.

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2011 Accomplishments:

- Repaired 134 leaks on water mains ranging in size from 6" to 20".
- Installed 2,000 feet of new 12" water main on Cudahy from Rogers Avenue to Margarite Avenue.
- Installed 38 new water services.
- Worked 2,518 OKIE line locate work orders
- Completed the annual flushing, testing, service and painting approximately 1,600 fire hydrants.

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2012 Objectives:

- Install 2,000 feet of new 12" water main on Cudahy from Rogers Avenue to Santa Fe Avenue.
- Continue replacement of antiquated water meters for increased billing accuracy.
- Install new front feed services to 16 customers currently served by an old 2" water line in the alley between Johnstone and Keeler, 15<sup>th</sup> to 16<sup>th</sup> Streets.
- Test and flush approximately 1,600 fire hydrants providing the required service and maintenance.
- Install approximately 300 feet of new 6" water main on Meadowlark Place.

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**CITY OF BARTLESVILLE**  
 2011-12 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.

<b>FUND 510 WATER DEPT 730 WATER DISTRIBUTION</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$1,431,895</b>	<b>\$1,745,115</b>	<b>\$1,470,024</b>	<b>\$2,252,109</b>	<b>\$2,252,109</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**Water Operating Fund – Water Distribution – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 769,987	\$ 693,948	\$ 659,315	\$ 734,000	\$ 752,350	\$ 752,350
51120 OVERTIME	24,980	30,100	43,250	43,100	44,178	44,178
51130 FICA	58,854	53,700	53,746	56,000	57,400	57,400
51140 GROUP INSURANCE	159,999	152,090	152,090	157,196	157,196	157,196
51150 DB RETIREMENT	83,034	103,400	103,400	124,600	127,715	127,715
51155 DC RETIREMENT	3,056	6,200	6,200	6,500	6,663	6,663
51170 WORKER'S COMPENSATION	76,695	90,931	90,931	95,201	95,201	95,201
51180 UNEMPLOYMENT COMP	-	-	13,433	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 1,176,605</b>	<b>\$ 1,130,369</b>	<b>\$ 1,122,365</b>	<b>\$ 1,216,597</b>	<b>\$ 1,240,703</b>	<b>\$ 1,240,703</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 8,604	\$ 8,640	\$ 5,667	\$ 8,275	\$ 8,275	\$ 8,275
52410 PROFESSIONAL SERVICES	-	-	-	6,000	6,000	6,000
52510 OTHER SERVICES	546	11,755	10,948	13,110	13,110	13,110
52610 MAINT. & REPAIR SERVICE	7,578	10,000	30,000	10,100	10,100	10,100
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 16,728</b>	<b>\$ 30,395</b>	<b>\$ 46,615</b>	<b>\$ 37,485</b>	<b>\$ 37,485</b>	<b>\$ 37,485</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 636	\$ -	\$ -	\$ -	\$ -	\$ -
53210 JANITORIAL SUPPLIES	90	-	-	-	-	-
53310 GENERAL SUPPLIES	5,826	9,400	9,685	6,550	6,550	6,550
53410 TOOLS & EQUIPMENT	6,172	6,125	5,827	6,000	6,000	6,000
53510 FUEL	32,561	36,000	37,400	45,000	45,000	45,000
53610 MAINT. & REPAIR MATERIALS	163,528	249,500	245,300	249,000	249,000	249,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 208,812</b>	<b>\$ 301,025</b>	<b>\$ 298,212</b>	<b>\$ 306,550</b>	<b>\$ 306,550</b>	<b>\$ 306,550</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Water Operating Fund – Water Distribution – Line Item Detail  
 (continued)

<b>CAPITAL OUTLAY</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
55930 OTHER IMPROVEMENTS	\$ 21,657	\$ 283,326	\$ -	\$ 376,800	\$ 660,126	\$ 660,126
55940 MACHINERY & EQUIPMENT	8,093	-	2,832	7,245	7,245	7,245
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 29,750</b>	<b>\$ 283,326</b>	<b>\$ 2,832</b>	<b>\$ 384,045</b>	<b>\$ 667,371</b>	<b>\$ 667,371</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,431,895</b>	<b>\$ 1,745,115</b>	<b>\$ 1,470,024</b>	<b>\$ 1,944,677</b>	<b>\$ 2,252,109</b>	<b>\$ 2,252,109</b>

**CITY OF BARTLESVILLE**

2011-12 Operating Budget

Water Operating Fund – Water Distribution – Personnel and Capital Detail

FUND 510 WATER  
DEPT 730 WATER DISTRIBUTION

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
Water Distribution Supervisor	1	1	1	1
Concrete Mason	1	1	1	1
Utility Const. Crew Leader	1	1	1	1
Equipment Operator	3	3	3	3
Water Utility Service Coordinator	1	1	1	1
Water Utility Service Rep.	3	3	3	3
Fiscal Technician	1	1	1	1
Maintenance Worker	12	9	8	8
UT Maintenance Worker	0	0	0	0
Temp	0	0	1	1
1/4 Maint Work (Shared Parks)	0	0.5	0.5	0.5
<b>TOTAL</b>	<b>23</b>	<b>20.5</b>	<b>20.5</b>	<b>20.5</b>

**CAPITAL OUTLAY SCHEDULE**

<b>ACCOUNT NUMBER</b>	<b>ITEM</b>	<b>ADDITION OR REPLACEMENT</b>	<b>QUANTITY</b>	<b>BUDGETED EXPENDITURE</b>
510-730-55930	Circle Mountain Water Line	Replacement	14,000 ft.	376,800
510-730-55940	Portable Radio	Replacement	13	\$ 7,245
				\$ 283,326
<b>TOTAL</b>				<b>\$ 667,371</b>



**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Water Operating Fund – Transfers – Summary

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

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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.

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2011 Accomplishments: N/A

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2012 Objectives: N/A

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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.

<b>FUND 510 WATER DEPT 900 TRANSFERS</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$948,056</b>	<b>\$997,347</b>	<b>\$997,347</b>	<b>\$1,418,335</b>	<b>\$1,418,335</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Water Operating Fund – Transfers – Line Item Detail

<b>TRANSFERS OUT</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
59101 GENERAL FUND	\$ 948,056	\$ 997,347	\$ 997,347	\$ 1,039,293	\$ 1,039,293	\$ 1,039,293
59663 AUTO COLLISION INSURANCE	-	-	-	-	100,000	100,000
59670 STABILIZATION RESERVE FUND	-	-	-	276,675	279,042	279,042
<b>TOTAL TRANSFERS</b>	<b>\$ 948,056</b>	<b>\$ 997,347</b>	<b>\$ 997,347</b>	<b>\$ 1,315,968</b>	<b>\$ 1,418,335</b>	<b>\$ 1,418,335</b>
<b>TOTAL BUDGET</b>	<b>\$ 948,056</b>	<b>\$ 997,347</b>	<b>\$ 997,347</b>	<b>\$ 1,315,968</b>	<b>\$ 1,418,335</b>	<b>\$ 1,418,335</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Sanitation Operating Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Sanitation	\$ 3,835,728	\$ 4,871,406	\$ 2,841,131	\$ 4,483,988
Transfers Out:				
To General	711,042	750,731	750,731	819,618
To Auto Collision Insurance Fund	-	-	-	50,000
To Stabilization Reserve Fund	-	-	-	192,127
Reserves:				
Contingency	-	335,686	-	60,458
Compensated Absences Reserve	-	57,292	-	78,322
<b>Total Expenditures and Reserves</b>	<b><u>\$ 4,546,770</u></b>	<b><u>\$ 6,015,115</u></b>	<b><u>\$ 3,591,862</u></b>	<b><u>\$ 5,684,513</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Charges for Services	\$ 3,824,277	\$ 3,842,486	\$ 3,922,810	\$ 4,164,264
Interest and Investment Income	32,971	32,130	25,769	23,130
Donations and Miscellaneous	19,165	16,263	14,977	15,704
Fund Balance	1,780,834	2,063,086	1,109,721	1,481,415
<b>Total Available for Appropriation</b>	<b><u>\$ 5,657,247</u></b>	<b><u>\$ 5,953,965</u></b>	<b><u>\$ 5,073,277</u></b>	<b><u>\$ 5,684,513</u></b>

***CITY OF BARTLESVILLE***  
2011-12 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.

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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.

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2011 Accomplishments:

- Continued to move forward towards the implementation of a fully automated refuse collection program.
- Researched the positives and negatives of privatization.
- Researched the recycle bank recycling program.

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2012 Objectives:

- Continue to move forward with implementation of a fully automated refuse collection system
- Begin a public education program on the transition to automated refuse collection
- Finalize the purchase of a fully automated refuse truck
- Begin automated refuse collection on 2 routes

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**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Sanitation Operating Fund – Sanitation – Summary  
 (continued)

Budget Highlights:           The major expenditures in this department are personnel costs, land fill fees, and replacement packer type sanitation trucks.

<b>FUND 511 SANITATION DEPT 750 SANITATION</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$3,835,728</b>	<b>\$4,871,406</b>	<b>\$2,841,131</b>	<b>\$4,483,988</b>	<b>\$4,483,988</b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**Sanitation Operating Fund – Sanitation – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 1,256,091	\$ 1,257,643	\$ 1,211,206	\$ 1,189,000	\$ 1,218,725	\$ 1,218,725
51120 OVERTIME	-	15,200	-	15,200	15,580	15,580
51130 FICA	94,356	97,400	89,478	90,800	93,070	93,070
51140 GROUP INSURANCE	245,209	241,962	241,962	220,075	220,075	220,075
51150 DB RETIREMENT	138,092	193,100	167,588	199,100	204,078	204,078
51155 DC RETIREMENT	2,390	6,800	7,060	9,000	9,225	9,225
51170 WORKER'S COMPENSATION	48,041	124,893	124,893	158,900	158,900	158,900
51180 UNEMPLOYMENT COMP	4,098	-	681	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 1,788,277</b>	<b>\$ 1,936,998</b>	<b>\$ 1,842,868</b>	<b>\$ 1,882,075</b>	<b>\$ 1,919,653</b>	<b>\$ 1,919,653</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 1,379	\$ 3,680	\$ 2,183	\$ 3,680	\$ 3,680	\$ 3,680
52310 UTILITIES & COMMUNICATIONS	4,242	6,500	4,168	6,500	6,500	6,500
52410 PROFESSIONAL SERVICES	52,000	-	-	-	-	-
52510 OTHER SERVICES	756,720	802,108	732,481	802,108	802,108	802,108
52610 MAINT. & REPAIR SERVICE	16,560	25,000	14,167	25,000	25,000	25,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 830,901</b>	<b>\$ 837,288</b>	<b>\$ 752,999</b>	<b>\$ 837,288</b>	<b>\$ 837,288</b>	<b>\$ 837,288</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,249	\$ 3,100	\$ 1,500	\$ 3,100	\$ 3,100	\$ 3,100
53210 JANITORIAL SUPPLIES	678	2,000	2,000	2,000	2,000	2,000
53310 GENERAL SUPPLIES	9,158	19,686	15,597	19,686	19,686	19,686
53410 TOOLS & EQUIPMENT	6,857	16,168	16,168	16,168	16,168	16,168
53510 FUEL	115,706	120,000	104,980	120,000	120,000	120,000
53610 MAINT. & REPAIR MATERIALS	157,946	105,019	105,019	105,019	105,019	105,019
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 291,594</b>	<b>\$ 265,973</b>	<b>\$ 245,264</b>	<b>\$ 265,973</b>	<b>\$ 265,973</b>	<b>\$ 265,973</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Sanitation Operating Fund – Sanitation – Line Item Detail  
 (continued)

<b>CAPITAL OUTLAY</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
55940 MACHINERY & EQUIPMENT	\$ 443,199	\$ 1,831,147	\$ -	\$ -	\$ 1,461,074	\$ 1,461,074
55950 OFFICE EQUIP & FURNISH	21,757					
55960 VEHICLES & EQUIPMENT	460,000					
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 924,956</b>	<b>\$ 1,831,147</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,461,074</b>	<b>\$ 1,461,074</b>
<b>TOTAL BUDGET</b>	<b>\$ 3,835,728</b>	<b>\$ 4,871,406</b>	<b>\$ 2,841,131</b>	<b>\$ 2,985,336</b>	<b>\$ 4,483,988</b>	<b>\$ 4,483,988</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Sanitation Operating Fund – Sanitation – Personnel and Capital Detail

**FUND 511 SANITATION  
 DEPT 750 SANITATION**

**PERSONNEL SCHEDULE**

<u>CLASSIFICATION</u>	<u>2009-10 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2010-11 BUDGETED NUMBER OF EMPLOYEES</u>	<u>2010-11 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2011-12 BUDGETED NUMBER OF EMPLOYEES</u>
Public Works Director	0.5	1	1	1
Sanitation Supervisor	1	1	1	1
Equipment Operator	2	2	2	2
Refuse Driver	11	11	11	11
Senior Administrative Assistant	1	1	1	1
Sanitation Maintenance Tech	1	1	1	1
Refuse Collector	22	22	22	22
<b>TOTAL</b>	<b>38.5</b>	<b>39</b>	<b>39</b>	<b>39</b>

**CAPITAL OUTLAY SCHEDULE**

<u>ACCOUNT NUMBER</u>	<u>ITEM</u>	<u>ADDITION OR REPLACEMENT</u>	<u>QUANTITY</u>	<u>BUDGETED EXPENDITURE</u>
			N/A	\$ 1,461,074
<b>TOTAL</b>				<b>\$ 1,461,074</b>



**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Sanitation Operating Fund – Transfers – Summary

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

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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.

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2011 Accomplishments: N/A

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2012 Objectives: N/A

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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.

<b>FUND 511 SANITATION DEPT 900 TRANSFERS</b>				
2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$711,042	\$750,731	\$750,731	\$1,061,745	\$1,061,745

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Sanitation Operating Fund – Transfers – Line Item Detail

<b>TRANSFERS OUT</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
59101 GENERAL FUND	\$ 711,042	\$ 750,731	\$ 750,731	\$ 819,618	\$ 819,618	\$ 819,618
59663 AUTO COLLISION INSURANCE	-	-	-	-	50,000	50,000
59670 STABILIZATION RESERVE FUND	-	-	-	190,248	192,127	192,127
<b>TOTAL TRANSFERS</b>	<b>\$ 711,042</b>	<b>\$ 750,731</b>	<b>\$ 750,731</b>	<b>\$ 1,009,866</b>	<b>\$ 1,061,745</b>	<b>\$ 1,061,745</b>
<b>TOTAL BUDGET</b>	<b>\$ 711,042</b>	<b>\$ 750,731</b>	<b>\$ 750,731</b>	<b>\$ 1,009,866</b>	<b>\$ 1,061,745</b>	<b>\$ 1,061,745</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Adams Municipal Golf Course Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Golf Course	\$ 516,816	\$ 534,127	\$ 490,997	\$ 450,909
Reserves: Contingency	-	-	-	9,018
Compensated Absences Reserve	-	5,872	-	8,393
<b>Total Expenditures and Reserves</b>	<b>\$ 516,816</b>	<b>\$ 539,999</b>	<b>\$ 490,997</b>	<b>\$ 468,320</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Charges for Services	\$ 377,108	\$ 361,400	\$ 364,416	\$ 361,600
Interest and Investment Income	2,765	2,610	1,983	1,710
Other Financing Sources	-	597	597	-
Transfer In: From General	117,897	100,348	100,348	54,296
Fund Balance	94,716	62,282	74,367	50,714
<b>Total Available for Appropriation</b>	<b>\$ 592,486</b>	<b>\$ 527,237</b>	<b>\$ 541,711</b>	<b>\$ 468,320</b>

# ***CITY OF BARTLESVILLE***

## **2011-12 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.

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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.

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2011 Accomplishments:

- We averaged 2 temporary employees for 72 hours a week for 27 weeks. We actually cut 1 month off the schedule.
- We are now using a volunteer to do our cup setting and the pro shop staff has taken over the trash pickup on the course.
- We were one of the few golf courses in the region that was able to keep 100% of the golf course open during the summer of 2010 and not have to do any major grass replacement on our greens.

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2012 Objectives:

- We are implementing an adopt a hole program that will utilize volunteers to do some things around the golf course such a trimming around bunkers and yardage markers that are hard for the maintenance staff to do on a regular basis
- Continue to try and run a leaner operation and try not be a financial liability to the city.

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**CITY OF BARTLESVILLE**

2011-12 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.

<b>FUND 513 GOLF COURSE DEPT 445 GOLF COURSE</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$516,816</b>	<b>\$534,127</b>	<b>\$490,997</b>	<b>\$450,909</b>	<b>\$450,909</b>

# CITY OF BARTLESVILLE

## 2011-12 Operating Budget

### Adams Municipal Golf Course Fund – Golf Course – Line Item Detail

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ 192,561	\$ 163,058	\$ 145,147	\$ 126,000	\$ 129,150	\$ 129,150
51120 OVERTIME	788	1,200	750	1,200	1,230	1,230
51130 FICA	14,342	12,800	10,765	9,600	9,840	9,840
51140 GROUP INSURANCE	41,739	41,479	41,479	23,579	23,579	23,579
51150 DB RETIREMENT	23,307	30,700	26,076	28,000	28,700	28,700
51170 WORKER'S COMPENSATION	3,579	26,492	26,492	609	609	609
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 276,316</b>	<b>\$ 275,729</b>	<b>\$ 250,709</b>	<b>\$ 188,988</b>	<b>\$ 193,108</b>	<b>\$ 193,108</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 31,139	\$ 23,700	\$ 23,700	\$ 23,700	\$ 23,700	\$ 23,700
52310 UTILITIES & COMMUNICATIONS	20,878	36,000	25,918	36,000	36,000	36,000
52410 PROFESSIONAL SERVICES	72,284	77,252	77,252	77,252	77,252	77,252
52510 OTHER SERVICES	7,188	10,250	9,200	10,250	10,250	10,250
52610 MAINT. & REPAIR SERVICE	994	3,000	1,300	3,000	3,000	3,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 132,483</b>	<b>\$ 150,202</b>	<b>\$ 137,370</b>	<b>\$ 150,202</b>	<b>\$ 150,202</b>	<b>\$ 150,202</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 956	\$ 1,099	\$ 500	\$ 1,099	\$ 1,099	\$ 1,099
53210 JANITORIAL SUPPLIES	2,457	2,500	2,085	2,500	2,500	2,500
53310 GENERAL SUPPLIES	32,255	43,000	43,000	43,000	43,000	43,000
53410 TOOLS & EQUIPMENT	765	1,597	2,283	1,000	1,000	1,000
53510 FUEL	10,911	15,000	13,000	15,000	15,000	15,000
53610 MAINT. & REPAIR MATERIALS	52,673	45,000	40,000	45,000	45,000	45,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 100,017</b>	<b>\$ 108,196</b>	<b>\$ 100,868</b>	<b>\$ 107,599</b>	<b>\$ 107,599</b>	<b>\$ 107,599</b>

**CITY OF BARTLESVILLE**

2011-12 Operating Budget

Adams Municipal Golf Course Fund – Golf Course – Line Item Detail  
(continued)

<b>CAPITAL OUTLAY</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
55960 VEHICLES & EQUIPMENT	\$ 8,000	\$ -	\$ 2,050	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 8,000</b>	<b>\$ -</b>	<b>\$ 2,050</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 516,816</b>	<b>\$ 534,127</b>	<b>\$ 490,997</b>	<b>\$ 446,789</b>	<b>\$ 450,909</b>	<b>\$ 450,909</b>

**CITY OF BARTLESVILLE**

2011-12 Operating Budget

Adams Municipal Golf Course Fund – Golf Course – Personnel and Capital Detail

FUND 513 GOLF COURSE  
DEPT 445 GOLF COURSE

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2010-11 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2011-12 BUDGTED NUMBER OF EMPLOYEES</b>
Golf Course Superintendent	1	1	1	1
Senior Vehicle-Equip. Mechanic	1	1	0	0
Golf Course Supervisor	1	1	1	1
Maintenance Worker	2	1	1	1
<b>TOTAL</b>	<b>5</b>	<b>4</b>	<b>3</b>	<b>3</b>



**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Sooner Pool Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Sooner Pool	\$ -	\$ 43,900	\$ 43,900	\$ 79,707
Reserves:      Contingency	-	-	-	-
Compensated Absences Reserve	-	-	-	-
<b>Total Expenditures and Reserves</b>	<b>\$ -</b>	<b>\$ 43,900</b>	<b>\$ 43,900</b>	<b>\$ 79,707</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Charges for Services	\$ -	\$ 10,800	\$ 10,800	\$ 23,100
Donations and Miscellaneous	-	63,742	63,742	-
Transfer In:      From General	-	-	-	26,000
Fund Balance	-	-	-	30,642
<b>Total Available for Appropriation</b>	<b>\$ -</b>	<b>\$ 74,542</b>	<b>\$ 74,542</b>	<b>\$ 79,742</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Sooner Pool Fund – Swimming Pool – Summary

Department Mission: To provide citizens with affordable access to quality recreational swimming facilities at Sooner Pool.

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

2011 Accomplishments:

- Reopened Sooner Pool through the use of generous community fund raising.
- Added a new concession facility through a partnership with SPF 51, Lyon Foundation, and Bartlesville Community Foundation.

2012 Objectives:

- Investigate opportunities for further public/private partnerships to ensure long term sustainability.
- Reinstigate all programs that were previously held at Sooner Pool prior to the pool’s temporary closure due to the recent recession and resulting revenue declines.

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

					<b>FUND 515 SOONER POOL DEPT 432 POOLS</b>	
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>		
\$	-	\$ 43,900	\$ 43,900	\$ 79,707	\$	79,707

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**Sooner Pool Fund – Swimming Pool – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ -	\$ 18,879	\$ 18,879	\$ 40,533	\$ 40,533	\$ 40,533
51130 FICA	-	1,444	1,444	3,101	3,101	3,101
51170 WORKER'S COMPENSATION	-	-	-	196	196	196
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ -</b>	<b>\$ 20,323</b>	<b>\$ 20,323</b>	<b>\$ 43,830</b>	<b>\$ 43,830</b>	<b>\$ 43,830</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ -	\$ 8,219	\$ 8,219	\$ 8,630	\$ 8,630	\$ 8,630
52310 UTILITIES & COMMUNICATIONS	-	2,000	2,000	5,100	5,100	5,100
52950 MISCELLANEOUS	-	3,683	3,683	6,456	6,456	6,456
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ -</b>	<b>\$ 13,902</b>	<b>\$ 13,902</b>	<b>\$ 20,186</b>	<b>\$ 20,186</b>	<b>\$ 20,186</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53210 JANITORIAL SUPPLIES	\$ -	\$ 201	\$ 201	\$ 441	\$ 441	\$ 441
53310 GENERAL SUPPLIES	-	7,714	7,714	13,403	13,403	13,403
53610 MAINT. & REPAIR MATERIALS	-	1,760	1,760	1,847	1,847	1,847
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ -</b>	<b>\$ 9,675</b>	<b>\$ 9,675</b>	<b>\$ 15,691</b>	<b>\$ 15,691</b>	<b>\$ 15,691</b>
<b>TOTAL BUDGET</b>	<b>\$ -</b>	<b>\$ 43,900</b>	<b>\$ 43,900</b>	<b>\$ 79,707</b>	<b>\$ 79,707</b>	<b>\$ 79,707</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Sooner Pool Fund – Swimming Pool – Personnel and Capital Detail

FUND 515 SOONER POOL  
 DEPT 432 SWIMMING POOLS

**PERSONNEL SCHEDULE**

All pool personnel are seasonal part-time employees

	<u>Hrly Wage</u>	<u>Number Per Day</u>	<u>Average Hours</u>	<u>Total Wage Cost</u>	<u>FICA</u>	<u>Average Cost/Day</u>
Pool manager	\$ 11.75	0.5	6.0	\$ 35.25	\$ 2.70	\$ 37.95
Asst. Pool manager	\$ 10.50	1.0	6.0	\$ 63.00	\$ 4.82	\$ 67.82
Head Lifeguard	\$ 8.50	1.0	6.0	\$ 51.00	\$ 3.90	\$ 54.90
Lifeguards	\$ 7.25	7.0	8.0	\$ 406.00	\$ 31.06	\$ 437.06
Cashiers	\$ 7.25	-	8.0	\$ -	\$ -	\$ -
Total daily employee cost		<u>9.5</u>	<u>34.0</u>	<u>\$ 555.25</u>	<u>\$ 42.48</u>	<u>\$ 597.73</u>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Frontier Pool Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Frontier Pool	\$ -	\$ 72,297	\$ 72,297	\$ 135,188
Reserves:      Contingency	-	-	-	-
Compensated Absences Reserve	-	-	-	-
<b>Total Expenditures and Reserves</b>	<b>\$ -</b>	<b>\$ 72,297</b>	<b>\$ 72,297</b>	<b>\$ 135,188</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Charges for Services	\$ -	\$ 39,900	\$ 39,900	\$ 69,000
Transfer In:      From General	-	34,000	34,000	68,000
Fund Balance	-	-	-	1,603
<b>Total Available for Appropriation</b>	<b>\$ -</b>	<b>\$ 73,900</b>	<b>\$ 73,900</b>	<b>\$ 138,603</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Frontier Pool Fund – Swimming Pool – Summary

Department Mission: To provide citizens with affordable access to quality recreational swimming facilities at Frontier Pool.

Department Description: Frontier Pool is one of the two City-operated public swimming pools. Frontier Pool is a recreational style aquatic facility located in Frontier Park.

2011 Accomplishments: • Successfully opened and operated Frontier Pool during its inaugural season.

2012 Objectives: • Continue to seek additional programs and services to maintain high affordable utilization of our newest aquatic facility.

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

**FUND 516 FRONTIER POOL  
 DEPT 432 POOLS**

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$ -	\$ 72,297	\$ 72,297	\$ 135,188	\$ 135,188

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**Frontier Pool Fund – Swimming Pool – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
51110 REGULAR SALARIES	\$ -	\$ 31,614	\$ 31,614	\$ 66,841	\$ 66,841	\$ 66,841
51130 FICA	-	2,418	2,418	5,113	5,113	5,113
51170 WORKER'S COMPENSATION	-	-	-	196	196	196
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ -</b>	<b>\$ 34,032</b>	<b>\$ 34,032</b>	<b>\$ 72,150</b>	<b>\$ 72,150</b>	<b>\$ 72,150</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ -	\$ 12,470	\$ 12,470	\$ 13,094	\$ 13,094	\$ 13,094
52310 UTILITIES & COMMUNICATIONS	-	7,500	7,500	15,375	15,375	15,375
52950 MISCELLANEOUS	-	5,358	5,358	9,634	9,634	9,634
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ -</b>	<b>\$ 25,328</b>	<b>\$ 25,328</b>	<b>\$ 38,103</b>	<b>\$ 38,103</b>	<b>\$ 38,103</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53210 JANITORIAL SUPPLIES	\$ -	\$ 370	\$ 370	\$ 800	\$ 800	\$ 800
53310 GENERAL SUPPLIES	-	12,526	12,526	24,092	24,092	24,092
53610 MAINT. & REPAIR MATERIALS	-	41	41	43	43	43
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ -</b>	<b>\$ 12,937</b>	<b>\$ 12,937</b>	<b>\$ 24,935</b>	<b>\$ 24,935</b>	<b>\$ 24,935</b>
<b>TOTAL BUDGET</b>	<b>\$ -</b>	<b>\$ 72,297</b>	<b>\$ 72,297</b>	<b>\$ 135,188</b>	<b>\$ 135,188</b>	<b>\$ 135,188</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Frontier Pool Fund – Swimming Pool – Personnel and Capital Detail

**FUND 516 FRONTIER POOL  
 DEPT 432 SWIMMING POOLS**

**PERSONNEL SCHEDULE**

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All pool personnel are seasonal part-time employees

	<u>Hrly Wage</u>	<u>Number Per Day</u>	<u>Average Hours</u>	<u>Total Wage Cost</u>	<u>FICA</u>	<u>Average Cost/Day</u>
Pool manager	\$ 11.75	0.5	6.0	\$ 35.25	\$ 2.70	\$ 37.95
Asst. Pool manager	\$ 10.50	1.0	6.0	\$ 63.00	\$ 4.82	\$ 67.82
Head Lifeguard	\$ 8.50	1.0	6.0	\$ 51.00	\$ 3.90	\$ 54.90
Lifeguards	\$ 7.25	13.0	8.0	\$ 754.00	\$ 57.68	\$ 811.68
Cashiers	\$ 7.25	-	8.0	\$ -	\$ -	\$ -
Total daily employee cost		<u>15.5</u>	<u>34.0</u>	<u>\$ 903.25</u>	<u>\$ 69.10</u>	<u>\$ 972.35</u>



**INTERNAL SERVICE FUNDS**



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**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Internal Service Funds – Summary by Fund or Source

*Expenditures and Reserves*

<b>EXPENDITURES BY FUND</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Workers' Compensation	\$ 471,270	\$ 475,000	\$ 470,055	\$ 525,000
Health Insurance	2,384,926	2,650,000	2,353,859	2,770,000
Auto Collision Insurance	-	-	-	300,000
Stabilization Reserve	-	-	-	1,185,717
Capital Reserve	-	-	-	-
<b>Total Expenditures and Reserves</b>	<b>\$ 2,856,196</b>	<b>\$ 3,125,000</b>	<b>\$ 2,823,914</b>	<b>\$ 4,780,717</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Interest and Investment Income	\$ 1,847	\$ 2,000	\$ 13,493	\$ 2,000
Donations and Miscellaneous	13,988	-	-	-
Employee Contributions	347,153	340,000	354,393	350,000
Retiree Contributions	164,844	165,000	169,407	185,000
Contributions from Operating Departments	417,428	464,093	464,093	516,494
Reimbursement of Operations	1,892,160	1,894,213	1,894,213	1,858,769
Reimbursement by Contract	82,861	50,000	32,949	30,000
Transfers In: General Fund	-	-	-	675,039
Wastewater	-	-	-	189,509
Water	-	-	-	379,042
Sanitation	-	-	-	242,127
Fund Balance	104,822	234,249	248,103	352,737
<b>Total Available for Appropriation</b>	<b>\$ 3,025,103</b>	<b>\$ 3,149,555</b>	<b>\$ 3,176,651</b>	<b>\$ 4,780,717</b>

***CITY OF BARTLESVILLE***  
2011-12 Operating Budget  
Worker's Compensation Fund– Summary

Fund Mission: N/A

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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.

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2011 Accomplishments: N/A

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2012 Objectives: N/A

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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**

2011-12 Operating Budget

Worker's Compensation Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Work Comp Claims	\$ 451,170	\$ 450,000	\$ 445,935	\$ 500,000
Administration	20,100	25,000	24,120	25,000
<b>Total Expenditures</b>	<b>\$ 471,270</b>	<b>\$ 475,000</b>	<b>\$ 470,055</b>	<b>\$ 525,000</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ 9,971	\$ -
Donations and Miscellaneous	13,988	-	-	-
Contributions from Operating Departments	417,428	464,093	464,093	516,494
Fund Balance	42,676	35,462	4,497	8,506
<b>Total Available for Appropriation</b>	<b>\$ 474,092</b>	<b>\$ 499,555</b>	<b>\$ 478,561</b>	<b>\$ 525,000</b>

***CITY OF BARTLESVILLE***  
2011-12 Operating Budget  
Health Insurance Fund– Summary

Fund Mission: N/A

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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.

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2011 Accomplishments: N/A

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2012 Objectives: N/A

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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**  
 2011-12 Operating Budget  
 Health Insurance Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Medical Claims	\$ 2,163,009	\$ 2,200,000	\$ 1,956,055	\$ 2,300,000
Administration Fees	221,917	450,000	397,804	470,000
Total Expenditures	<b><u>\$ 2,384,926</u></b>	<b><u>\$ 2,650,000</u></b>	<b><u>\$ 2,353,859</u></b>	<b><u>\$ 2,770,000</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Employee Contributions	\$ 347,153	\$ 340,000	\$ 354,393	\$ 350,000
Retiree Contributions	164,844	165,000	169,407	185,000
Investment Earnings	1,847	2,000	3,522	2,000
Reimbursement of Operations	1,892,160	1,894,213	1,894,213	1,858,769
Reimbursement by Contract	82,861	50,000	32,949	30,000
Fund Balance	62,146	198,787	243,606	344,231
<b>Total Available for Appropriation</b>	<b><u>\$ 2,551,011</u></b>	<b><u>\$ 2,650,000</u></b>	<b><u>\$ 2,698,090</u></b>	<b><u>\$ 2,770,000</u></b>

**CITY OF BARTLESVILLE**  
2011-12 Operating Budget  
Auto Collision Insurance Fund– Summary

Fund Mission: N/A

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Fund Description: The Auto Collision Fund was established to help mitigate the City’s self insurance risk as it applies to automobile physical damage and collision. The City insures all vehicles for liability damage, and the City’s employees while operating the vehicles are covered by Worker’s Compensation Insurance. However, the City is “own risk” for purposes of auto collision and physical damage.

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2011 Accomplishments: N/A

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2012 Objectives: N/A

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Budget Highlights: The only budgeted expenditures for this fund are for the payment of auto physical damage and collision claims.



**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Auto Collision Insurance Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Auto Collision Claims	\$ -	\$ -	\$ -	\$ 300,000
Total Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 300,000</u>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Transfers In: General Fund	\$ -	\$ -	\$ -	\$ 100,000
Wastewater	-	-	-	50,000
Water	-	-	-	100,000
Sanitation	-	-	-	50,000
Fund Balance	-	-	-	-
<b>Total Available for Appropriation</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 300,000</u>

**CITY OF BARTLESVILLE**  
2011-12 Operating Budget  
Stabilization Reserve Fund– Summary

Fund Mission: N/A

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Fund Description: The Stabilization Reserve Fund was established by an ordinance of the Council which was adopted in fiscal year 2010-11. This ordinance was effective for all fiscal years beginning after July 1, 2011. This fund receives contributions from the operating funds in accordance with this ordinance and provides a means to account for these balances. All balances held in this fund are restricted in accordance with the enabling legislation.

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2011 Accomplishments: N/A

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2012 Objectives: N/A

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Budget Highlights: This fund has no budgeted expenditures and all amounts held in this fund are restricted in accordance with the City's Stabilization Reserve Fund ordinance.

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Stabilization Reserve Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
General Fund Reserve	\$ -	\$ -	\$ -	\$ 575,039
Wastewater Fund Reserve	-	-	-	139,509
Water Fund Reserve	-	-	-	279,042
Sanitation Fund Reserve	-	-	-	192,127
Total Expenditures and Reserves	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,185,717</u>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Transfers In: General Fund	\$ -	\$ -	\$ -	\$ 575,039
Wastewater	-	-	-	139,509
Water	-	-	-	279,042
Sanitation	-	-	-	192,127
Fund Balance	-	-	-	-
Total Available for Appropriation	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,185,717</u>

***CITY OF BARTLESVILLE***  
2011-12 Operating Budget  
Capital Reserve Fund– Summary

Fund Mission: N/A

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Fund Description: The Capital Reserve Fund was established by an ordinance of the Council which was adopted in fiscal year 2010-11. This ordinance was effective for all fiscal years beginning after July 1, 2011. However, the ordinance allowed a grace period for all funds that were required to participate, so that long term capital plans may be formed prior to participation in this fund. This fund receives contributions from the operating funds in accordance with this ordinance and provides a means to account for these balances. All balances held in this fund are restricted in accordance with the enabling legislation.

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2011 Accomplishments: N/A

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2012 Objectives: N/A

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Budget Highlights: This fund has no budgeted expenditures and all amounts held in this fund are restricted in accordance with the City's Capital Reserve Fund ordinance.

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Capital Reserve Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Wastewater	-	-	-	-
Water	-	-	-	-
Sanitation	-	-	-	-
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Transfers In: Wastewater	\$ -	\$ -	\$ -	\$ -
Water	-	-	-	-
Sanitation	-	-	-	-
<b>Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Available for Appropriation</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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**FIDUCIARY FUNDS**



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**CITY OF BARTLESVILLE**  
 2011-12 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.

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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.

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2011 Accomplishments:
 

- Mausoleum light project was completed August 2010. Recessed lights were installed. 1920's cloth-covered wiring replaced.

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2012 Objectives:
 

- Rewire and replace electric receptacles in Mausoleum.
- Replace roof over Mausoleum entrance.
- Maintain and complete additional repairs as needed.

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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.

<b>FUND 773 MAUSOLEUM TRUST DEPT 173 MAUSOLEUM</b>				
2008-09 ACTUAL	2009-10 BUDGET	2009-10 ESTIMATE	2010-11 CITY MGR RECOMMENDS	2010-11 APPROVED BUDGET
\$1,250	\$13,634	\$0	\$13,331	\$13,331

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Mausoleum Endowment Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Mausoleum	\$ 1,250	\$ 13,634	\$ -	\$ 13,331
<b>Total Expenditures</b>	<b>\$ 1,250</b>	<b>\$ 13,634</b>	<b>\$ -</b>	<b>\$ 13,331</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Interest and Investment Income	\$ 442	\$ 360	\$ 156	\$ 90
Fund Balance	14,025	13,274	13,085	13,241
<b>Total Available for Appropriation</b>	<b>\$ 14,467</b>	<b>\$ 13,634</b>	<b>\$ 13,241</b>	<b>\$ 13,331</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Mausoleum Endowment Fund – Line Item Detail

<i>MATERIALS &amp; SUPPLIES</i>	<i>2009-10 ACTUAL</i>	<i>2010-11 BUDGET</i>	<i>2010-11 ESTIMATE</i>	<i>2011-12 REQUEST</i>	<i>CITY MGR REC</i>	<i>2011-12 APPROVED</i>
53610 MAINT. & REPAIR MATERIALS	\$ 1,250	\$ 13,634	\$ -	\$ 13,331	\$ 13,331	\$ 13,331
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<u>\$ 1,250</u>	<u>\$ 13,634</u>	<u>\$ -</u>	<u>\$ 13,331</u>	<u>\$ 13,331</u>	<u>\$ 13,331</u>
<b>TOTAL BUDGET</b>	<u>\$ 1,250</u>	<u>\$ 13,634</u>	<u>\$ -</u>	<u>\$ 13,331</u>	<u>\$ 13,331</u>	<u>\$ 13,331</u>

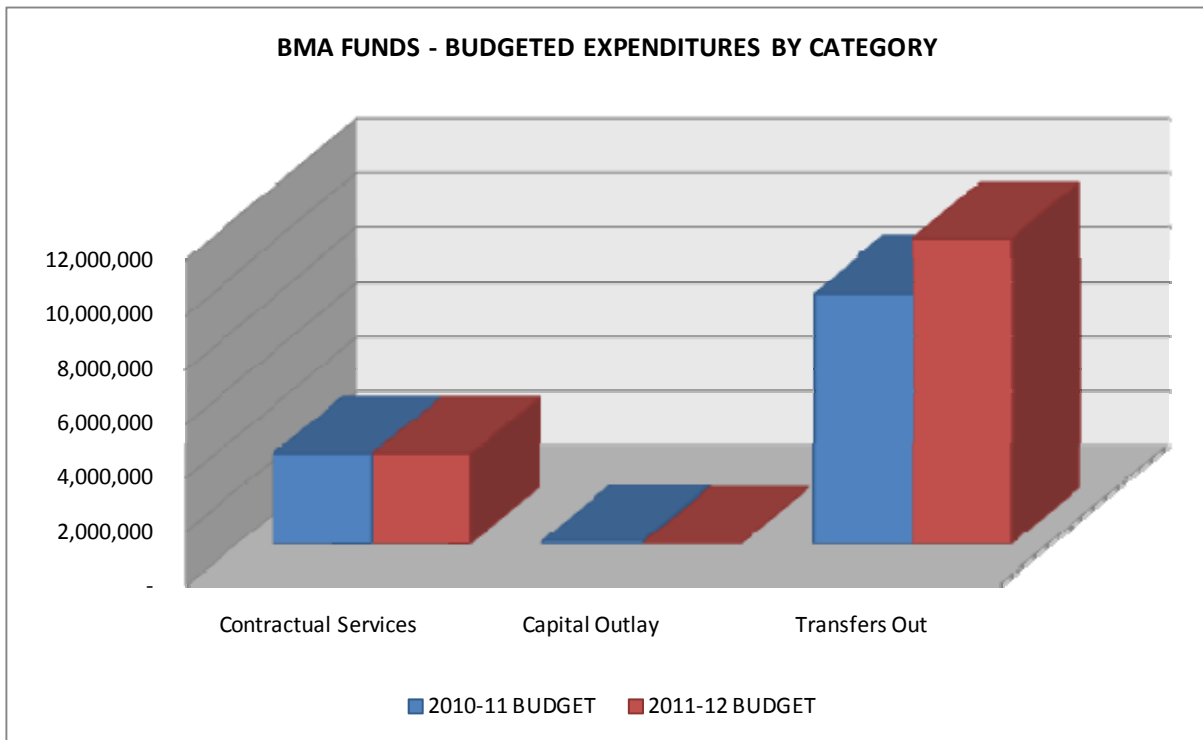
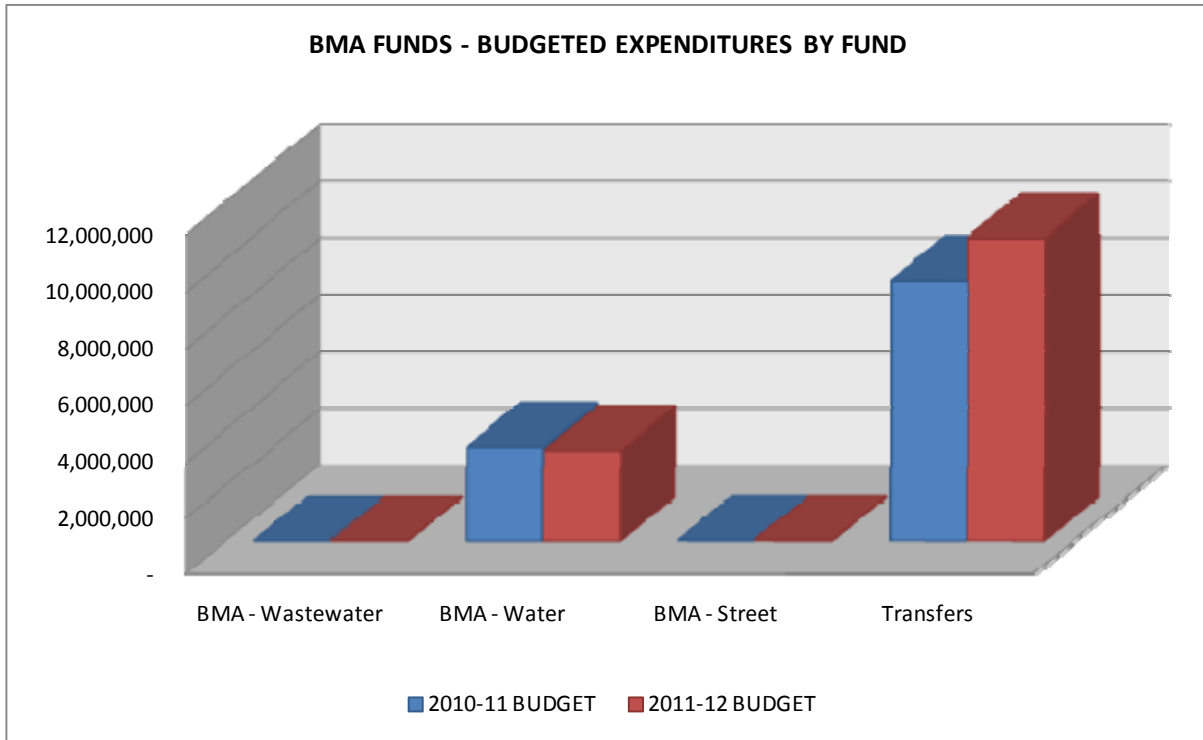
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**BARTLESVILLE MUNICIPAL  
AUTHORITY FUNDS**

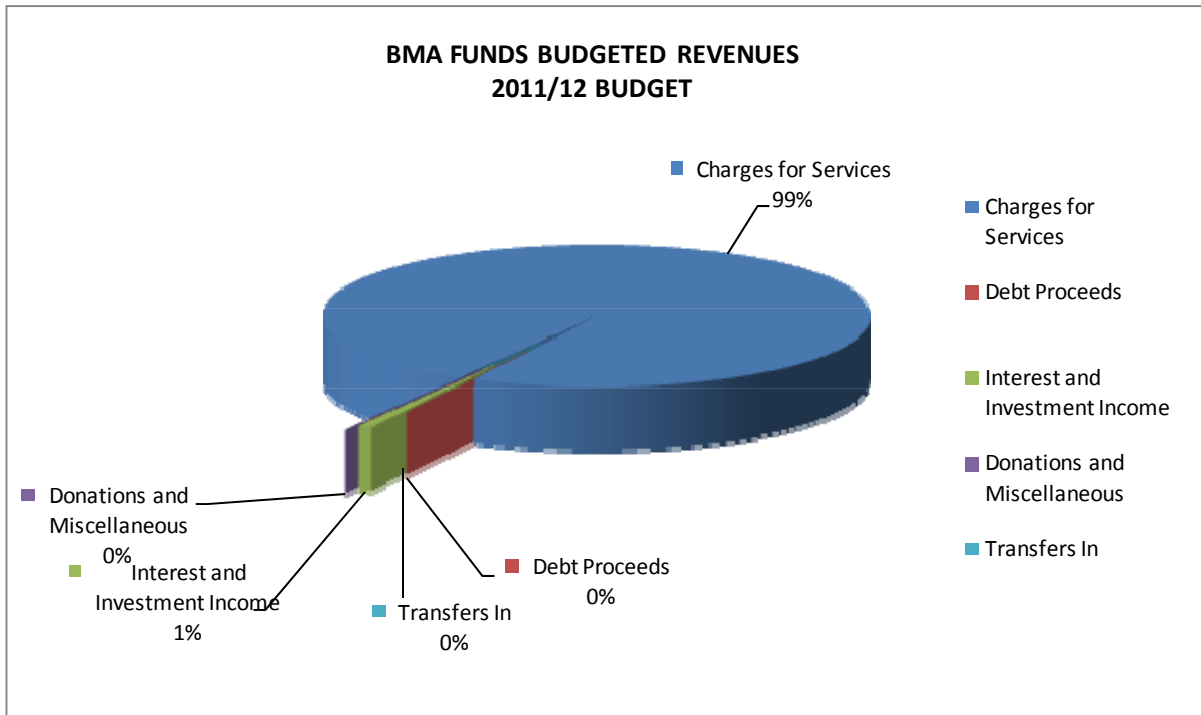
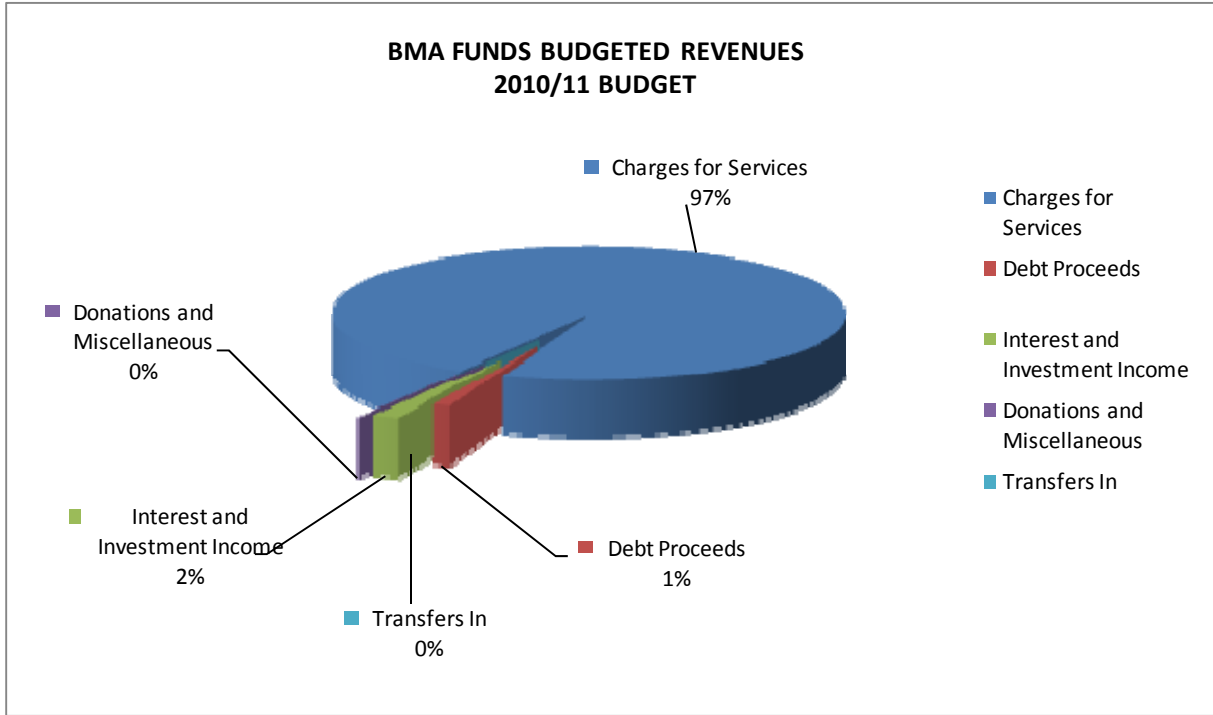


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**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Bartlesville Municipal Authority Funds – Expenditure Graphs



**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 Bartlesville Municipal Authority Funds – Revenue Graphs





# CITY OF BARTLESVILLE

## 2011-12 Operating Budget

### Bartlesville Municipal Authority – Summary by Fund or Source

#### *Expenditures and Reserves*

<b>EXPENDITURES BY FUND</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
BMA - Wastewater	\$ 29,602	\$ 33,000	\$ 29,650	\$ 33,000
BMA - Water	9,720,218	3,380,000	3,204,829	3,255,000
BMA - Street	219,964	51,346	51,346	51,348
Transfers to: CIP Wastewater Regulatory	-	-	-	500,000
Wastewater Operating	3,374,659	3,538,910	3,517,857	4,313,930
Water Operating	4,780,592	5,696,817	5,642,519	6,400,925
CIP Sales Tax	135,252	-	-	-
<b>Total Expenditures</b>	<b><u>\$ 18,260,287</u></b>	<b><u>\$ 12,700,073</u></b>	<b><u>\$ 12,446,201</u></b>	<b><u>\$ 14,554,203</u></b>

#### *Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Charges for Services	\$ 11,309,322	\$ 11,066,493	\$ 12,054,032	\$ 11,800,929
Interest and Investment Income	181,306	194,500	140,827	106,400
Donations and Miscellaneous	16,661	10,100	3,962	2,300
Debt Obligation Proceeds	5,182,845	125,000	1,999,076	-
Transfer In: Neighborhood Park	-	51,346	51,346	51,348
Fund Balance	8,977,264	9,248,172	7,761,129	9,564,171
<b>Total Available for Appropriation</b>	<b><u>\$ 25,667,398</u></b>	<b><u>\$ 20,695,611</u></b>	<b><u>\$ 22,010,372</u></b>	<b><u>\$ 21,525,148</u></b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
 Bartlesville Municipal Authority – Expenditure Summary by Line Item

<b>CONTRACTUAL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
52210 FINANCIAL SERVICES	\$ 155,250	\$ 5,000	\$ 4,000	\$ 5,000	\$ 5,000	\$ 5,000
52910 DEBT SERVICE - INTEREST	1,594,951	1,862,899	1,690,894	1,810,620	1,810,620	1,810,620
52911 DEBT SERVICE - PRINCIPAL	1,481,345	1,471,447	1,465,931	1,523,728	1,523,728	1,523,728
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 3,231,546</b>	<b>\$ 3,339,346</b>	<b>\$ 3,160,825</b>	<b>\$ 3,339,348</b>	<b>\$ 3,339,348</b>	<b>\$ 3,339,348</b>
<b>CAPITAL OUTLAY</b>						
55920 BUILDINGS & STRUCTURES	\$ 6,302,163	\$ 125,000	\$ 125,000	\$ -	\$ -	\$ -
55940 MACHINERY & EQUIPMENT	436,075	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 6,738,238</b>	<b>\$ 125,000</b>	<b>\$ 125,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TRANSFERS OUT</b>						
59449 CIP SALES TAX	\$ 135,252	\$ -	\$ -	\$ -	\$ -	\$ -
59454 CIP WASTEWATER REGULATORY	-	-	-	500,000	500,000	500,000
59509 WASTEWATER OPERATING	3,374,659	3,538,910	3,517,857	4,313,930	4,313,930	4,313,930
59510 WATER OPERATING	4,780,592	5,696,817	5,642,519	6,400,925	6,400,925	6,400,925
<b>TOTAL TRANSFERS</b>	<b>\$ 8,290,503</b>	<b>\$ 9,235,727</b>	<b>\$ 9,160,376</b>	<b>\$11,214,855</b>	<b>\$11,214,855</b>	<b>\$11,214,855</b>
<b>TOTAL BUDGET</b>	<b>\$18,260,287</b>	<b>\$12,700,073</b>	<b>\$12,446,201</b>	<b>\$14,554,203</b>	<b>\$14,554,203</b>	<b>\$14,554,203</b>

**CITY OF BARTLESVILLE**  
 2011-12 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.

2011 Accomplishments: N/A

2012 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**

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$29,602	\$33,000	\$29,650	\$33,000	\$33,000

**FUND 710 BMA - WASTEWATER  
 DEPT 900 TRANSFERS**

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$3,374,659	\$3,538,910	\$3,517,857	\$4,023,930	\$4,023,930

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 BMA Wastewater Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
BMA Wastewater Operating	\$ 29,602	\$ 33,000	\$ 29,650	\$ 33,000
Transfers Out: To Wastewater <sup>1</sup>	<u>3,374,659</u>	<u>3,538,910</u>	<u>3,517,857</u>	<u>4,023,930</u>
<b>Total Expenditures</b>	<b><u>\$ 3,404,261</u></b>	<b><u>\$ 3,571,910</u></b>	<b><u>\$ 3,547,507</u></b>	<b><u>\$ 4,056,930</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Charges for Services	\$ 3,365,348	\$ 3,426,229	\$ 3,769,106	\$ 3,655,494
Interest and Investment Income	3,337	-	4,114	4,100
Donations and Miscellaneous	<u>6,633</u>	<u>2,500</u>	<u>2,952</u>	<u>1,300</u>
Fund Balance	<u>304,986</u>	<u>148,404</u>	<u>275,317</u>	<u>503,982</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 3,680,304</u></b>	<b><u>\$ 3,577,133</u></b>	<b><u>\$ 4,051,489</u></b>	<b><u>\$ 4,164,876</u></b>

**CITY OF BARTLESVILLE**

2011-12 Operating Budget

BMA Wastewater Fund – BMA Wastewater Operating – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
52910 DEBT SERVICE - INTEREST	\$ 1,977	\$ 3,000	\$ 2,000	\$ 3,000	\$ 3,000	\$ 3,000
52911 DEBT SERVICE - PRINCIPAL	27,625	30,000	27,650	30,000	30,000	30,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 29,602</b>	<b>\$ 33,000</b>	<b>\$ 29,650</b>	<b>\$ 33,000</b>	<b>\$ 33,000</b>	<b>\$ 33,000</b>
<b>TOTAL BUDGET</b>	<b>\$ 29,602</b>	<b>\$ 33,000</b>	<b>\$ 29,650</b>	<b>\$ 33,000</b>	<b>\$ 33,000</b>	<b>\$ 33,000</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 BMA Wastewater Fund – Transfers – Line Item Detail

<i>TRANSFERS OUT</i>	<i>2009-10 ACTUAL</i>	<i>2010-11 BUDGET</i>	<i>2010-11 ESTIMATE</i>	<i>2011-12 REQUEST</i>	<i>CITY MGR REC</i>	<i>2011-12 APPROVED</i>
59509 WASTEWATER OPERATING	\$ 3,374,659	\$ 3,538,910	\$ 3,517,857	\$ 4,023,930	\$ 4,023,930	\$ 4,023,930
<b>TOTAL TRANSFERS</b>	<u>\$ 3,374,659</u>	<u>\$ 3,538,910</u>	<u>\$ 3,517,857</u>	<u>\$ 4,023,930</u>	<u>\$ 4,023,930</u>	<u>\$ 4,023,930</u>
<b>TOTAL BUDGET</b>	<u>\$ 3,374,659</u>	<u>\$ 3,538,910</u>	<u>\$ 3,517,857</u>	<u>\$ 4,023,930</u>	<u>\$ 4,023,930</u>	<u>\$ 4,023,930</u>

# **CITY OF BARTLESVILLE**

## 2011-12 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.

2011 Accomplishments: N/A

2012 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

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$3,037,243	\$3,255,000	\$3,079,829	\$3,255,000	\$3,255,000

### FUND 715 BMA - WATER DEPT 741 BMA - CONSTRUCTION

2009-10 ACTUAL	2010-11 BUDGET	2010-11 ESTIMATE	2011-12 CITY MGR RECOMMENDS	2011-12 APPROVED BUDGET
\$6,682,975	\$125,000	\$125,000	\$0	\$0

***CITY OF BARTLESVILLE***

2011-12 Operating Budget  
BMA Water Fund – Summary  
(continued)

**FUND 715 BMA - WATER  
DEPT 900 TRANSFERS**

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<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$4,780,592</b>	<b>\$5,696,817</b>	<b>\$5,642,519</b>	<b>\$7,190,925</b>	<b>\$7,190,925</b>

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**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 BMA Water Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
BMA - Water Operating	\$ 3,037,243	\$ 3,255,000	\$ 3,079,829	\$ 3,255,000
BMA - Water Construction	6,682,975	125,000	125,000	-
Transfers Out: To CIP - Wastewater Regulatory	-	-	-	500,000
To Wastewater	-	-	-	290,000
To Water	4,780,592	5,696,817	5,642,519	6,400,925
<b>Total Expenditures</b>	<b><u>\$14,500,810</u></b>	<b><u>\$ 9,076,817</u></b>	<b><u>\$ 8,847,348</u></b>	<b><u>\$10,445,925</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Charges for Services	\$ 7,943,974	\$ 7,640,264	\$ 8,284,926	\$ 8,145,435
Interest and Investment Income	177,956	194,500	136,407	102,300
Donations and Miscellaneous	10,028	7,600	1,010	1,000
Debt Obligation Proceeds	5,182,845	125,000	1,999,076	-
Fund Balance	8,672,278	9,099,768	7,485,812	9,059,883
<b>Total Available for Appropriation</b>	<b><u>\$21,987,081</u></b>	<b><u>\$17,067,132</u></b>	<b><u>\$17,907,231</u></b>	<b><u>\$17,308,618</u></b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**BMA Water Fund – BMA Water Operating – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
52210 FINANCIAL SERVICES	\$ 153,500	\$ 5,000	\$ 4,000	\$ 5,000	\$ 5,000	\$ 5,000
52910 DEBT SERVICE - INTEREST	1,589,760	1,850,000	1,678,995	1,800,000	1,800,000	1,800,000
52911 DEBT SERVICE - PRINCIPAL	1,238,720	1,400,000	1,396,834	1,450,000	1,450,000	1,450,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 2,981,980</b>	<b>\$ 3,255,000</b>	<b>\$ 3,079,829</b>	<b>\$ 3,255,000</b>	<b>\$ 3,255,000</b>	<b>\$ 3,255,000</b>
<b>CAPITAL OUTLAY</b>						
55920 BUILDINGS & STRUCTURES	\$ 55,263	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 55,263</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 3,037,243</b>	<b>\$ 3,255,000</b>	<b>\$ 3,079,829</b>	<b>\$ 3,255,000</b>	<b>\$ 3,255,000</b>	<b>\$ 3,255,000</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 BMA Water Fund – BMA Construction – Line Item Detail

<b>CAPITAL OUTLAY</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
55920 BUILDINGS & STRUCTURES	\$ 6,246,900	\$ 125,000	\$ 125,000	\$ -	\$ -	\$ -
55940 MACHINERY & EQUIPMENT	436,075	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<u>\$ 6,682,975</u>	<u>\$ 125,000</u>	<u>\$ 125,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>TOTAL BUDGET</b>	<u>\$ 6,682,975</u>	<u>\$ 125,000</u>	<u>\$ 125,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**CITY OF BARTLESVILLE**

2011-12 Operating Budget

BMA Water Fund – BMA Construction – Personnel and Capital Detail

FUND 715 BMA - WATER  
DEPT 740 BMA - WATER OPERATING

**CAPITAL OUTLAY SCHEDULE**

<u>ACCOUNT NUMBER</u>	<u>ITEM</u>	<u>ADDITION OR REPLACEMENT</u>	<u>QUANTITY</u>	<u>BUDGETED EXPENDITURE</u>
715-741-55920	Water Improvements	N/A	N/A	\$ -
<b>TOTAL</b>				<b>\$ -</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 BMA Water Fund – Transfers – Line Item Detail

<b>TRANSFERS OUT</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
59454 CIP - WASTEWATER REGULATORY	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ 500,000
59509 WASTEWATER OPERATING	-	-	-	290,000	290,000	290,000
59510 WATER OPERATING	4,780,592	5,696,817	5,642,519	6,400,925	6,400,925	6,400,925
<b>TOTAL TRANSFERS</b>	<b>\$ 4,780,592</b>	<b>\$ 5,696,817</b>	<b>\$ 5,642,519</b>	<b>\$ 7,190,925</b>	<b>\$ 7,190,925</b>	<b>\$ 7,190,925</b>
<b>TOTAL BUDGET</b>	<b>\$ 4,780,592</b>	<b>\$ 5,696,817</b>	<b>\$ 5,642,519</b>	<b>\$ 7,190,925</b>	<b>\$ 7,190,925</b>	<b>\$ 7,190,925</b>

**CITY OF BARTLESVILLE**

2011-12 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.

2011 Accomplishments: N/A

2012 Objectives: N/A

Budget Highlights: The major budgeted expenditure in this fund is for debt service payments.

<b>FUND 720 BMA - GENERAL DEPT 325 BMA STREET OPERATING</b>				
<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 CITY MGR RECOMMENDS</b>	<b>2011-12 APPROVED BUDGET</b>
<b>\$219,964</b>	<b>\$51,346</b>	<b>\$51,346</b>	<b>\$51,348</b>	<b>\$51,348</b>

**CITY OF BARTLESVILLE**  
 2011-12 Operating Budget  
 BMA General Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
BMA Street Operating	\$ 219,964	\$ 51,346	\$ 51,346	\$ 51,348
Transfers Out: To CIP Sales Tax	<u>135,252</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Expenditures</b>	<b><u>\$ 355,216</u></b>	<b><u>\$ 51,346</u></b>	<b><u>\$ 51,346</u></b>	<b><u>\$ 51,348</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 BUDGET</b>
Interest and Investment Income	\$ 13	\$ -	\$ 306	\$ -
Transfer In: From Neighborhood Park	<u>-</u>	<u>51,346</u>	<u>51,346</u>	<u>51,348</u>
Fund Balance	<u>-</u>	<u>-</u>	<u>-</u>	<u>306</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 13</u></b>	<b><u>\$ 51,346</u></b>	<b><u>\$ 51,652</u></b>	<b><u>\$ 51,654</u></b>

**CITY OF BARTLESVILLE**  
**2011-12 Operating Budget**  
**BMA General Fund – BMA Street Operating – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2009-10 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2011-12 REQUEST</b>	<b>CITY MGR REC</b>	<b>2011-12 APPROVED</b>
52210 FINANCIAL SERVICES	\$ 1,750	\$ -	\$ -	\$ -	\$ -	\$ -
52910 DEBT SERVICE - INTEREST	3,214	9,899	9,899	7,620	7,620	7,620
52911 DEBT SERVICE - PRINCIPAL	215,000	41,447	41,447	43,728	43,728	43,728
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 219,964</b>	<b>\$ 51,346</b>	<b>\$ 51,346</b>	<b>\$ 51,348</b>	<b>\$ 51,348</b>	<b>\$ 51,348</b>
<b>TOTAL BUDGET</b>	<b>\$ 219,964</b>	<b>\$ 51,346</b>	<b>\$ 51,346</b>	<b>\$ 51,348</b>	<b>\$ 51,348</b>	<b>\$ 51,348</b>



# GLOSSARY



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# ***CITY OF BARTLESVILLE***

## 2011-12 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***

## 2011-12 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***

## 2011-12 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 principles 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 Principles. 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***

## 2011-12 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***

## 2011-12 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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