

***CITY OF BARTLESVILLE, OKLAHOMA  
2014-2015 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, 2013**

Executive Director

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# INTRODUCTION



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***CITY OF BARTLESVILLE***  
2014-15 Operating Budget

**CITY OFFICIALS**

**Tom Gorman**

Mayor  
Ward 3

*Term Expires: November 2014*



**Ted Lockin**

Vice-Mayor  
Ward 1

*Term Expires: November 2014*



**Mike McGrew**

Council Member  
Ward 2

*Term Expires: November 2014*



**Vacant**

Council Member  
Ward 4

*Term Expires: November 2014*

**Dale Copeland**

Council Member  
Ward 5

*Term Expires: November 2014*



# ***CITY OF BARTLESVILLE***

## 2014-15 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***

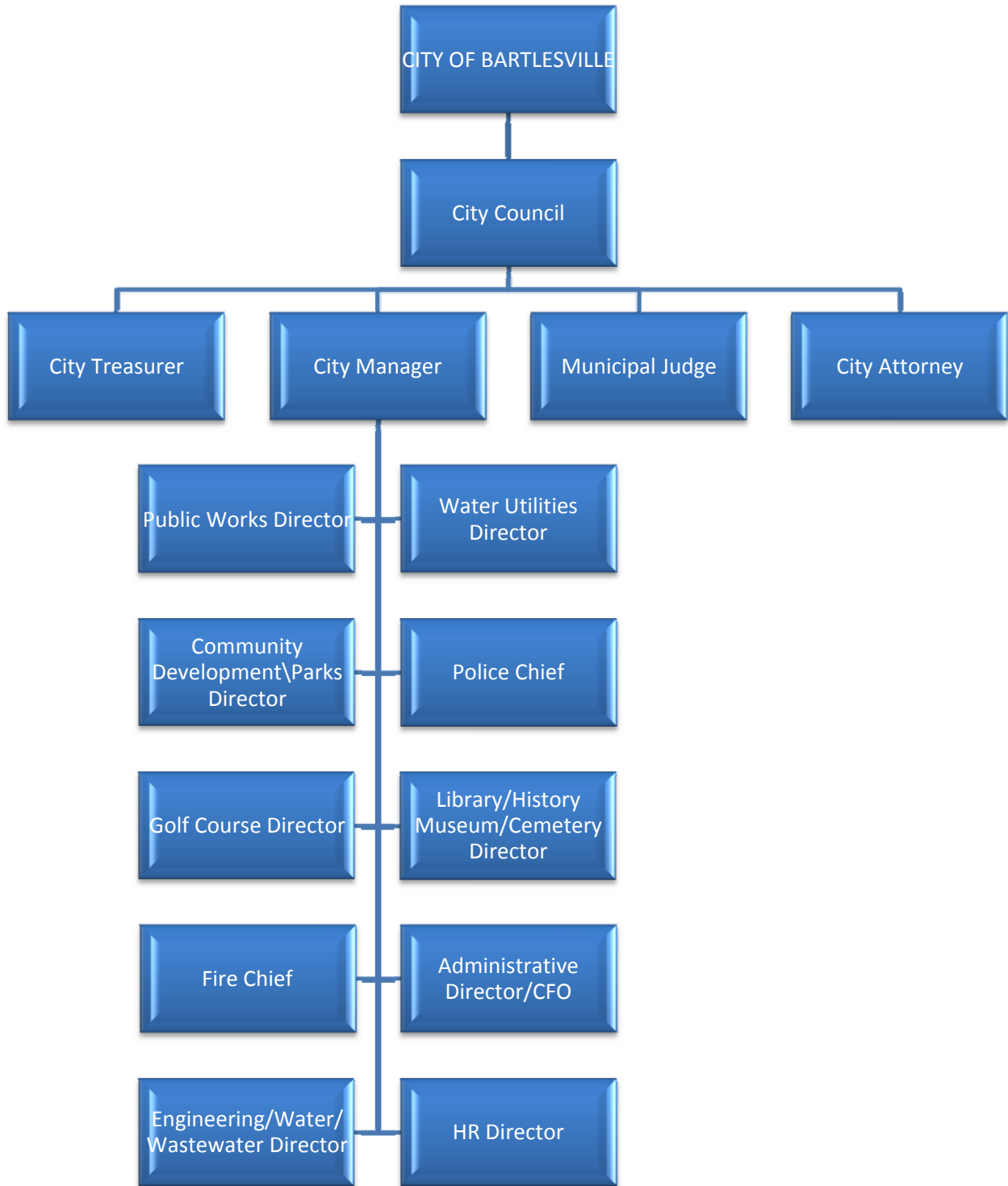
working together for positive results

### **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, Water, and Wastewater	Terry Lauritsen
Interim Fire Chief	Billy Phillips
Golf Course	Jerry Benedict
Library/History Museum	Joan Singleton
Police Chief	Tom Holland
Public Works	Keith Henry
Interim Parks and Recreation	Lisa Beeman

# ***CITY OF BARTLESVILLE***

## 2014-15 Operating Budget Organizational Chart



# ***THE CITY OF BARTLESVILLE***

**Office of the City Manager**

401 SE Johnstone

Bartlesville, OK 74003



May 12, 2014

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, 2014 and ending June 30, 2015 (FY 2014-15). 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 sales tax revenue which is our largest single generator of income) have continued to grow over the last ten years, that growth has not outpaced inflation. During this period of time, the City has continued to expand its services to meet the ever changing needs of the citizens of Bartlesville. The City's ability to meet these needs, in spite of the lack of growth in financial resources, reveals that the City has become much more efficient with the use and application of the resources it does have. The City must, therefore, continue to explore areas where additional efficiencies can be implemented, again, as more is being required of the City and its services than ever before.

Revenue

As we are all aware, five 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. The City's sales tax pulled out of that recession with strong growth and signs of a slow but steady recovery. As the recovery continued, the City began to reestablish service levels and staffing in the areas that were the most impacted. Due to this recent trend, staff and Council felt comfortable in estimating a conservative sales tax growth of 1% for the last fiscal year. Unfortunately, despite indicators to the contrary, sales tax again suffered a setback in fiscal year 2013-14. The expectation of growth, coupled with a 1.5% decline in sales tax, has once again left the City with a budget deficit and the need to adjust service levels.

The City does have a "rainy day" that was established to stabilize our revenue sources in the event of a severe down turn. However, I am not recommending using this fund at this time, as Staff and I believe that this is a temporary correction in local sales tax receipts and not the harbinger of a prolonged trend of decline. Therefore, certain adjustments have been made to the City's operations to deal with this temporary shortfall.

- Hiring freeze for open positions
- Reassignment of Park Maintenance Staff to the Water Department during off-peak months
- Reductions in operating budgets
- Reductions in the size and scope of the City's abatement program
- Adjustments to the cost of service analysis for enterprise fund transfers

The hiring freeze has been in effect for several weeks, and it has resulted in the temporary vacancy of several positions in the fire department (3 fire fighters), the police department (3 patrol officers), and the neighborhood services department (1 abatement officer). Other positions will be evaluated as they become vacant.

Additionally, 3 park employees will be assigned to the Water department for approximately half of the year during off-peak months. These individuals will fill existing vacancies in the water department, so the move is beneficial to everyone involved.

The City's department directors have been challenged to rethink their budgets and the services that they offer. This has resulted in budget cuts organization wide and a notable change to the City's abatement program. The City will no longer be able to mow yards that are being abated. Instead, existing staff will focus on enforcement and compliance with priority being given to dilapidated structures. Abatements will continue to be enforced through the court process, but the City will no longer step in to correct the problem directly.

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The 2014-15 year's budget assumes that there will be zero growth from 2013-14 sales tax for reasons that are more fully explained in the Economic Outlook sections of this letter.

For years the City of Bartlesville has operated under the philosophy that the utility funds should pay their share of the administrative costs that are incurred on their behalf. The current circumstances have caused Staff to reevaluate the methods by which we calculate these costs. The result is a more accurate and complete evaluation of the enterprise funds cost of services. This new evaluation led to the realization that the enterprise funds have been underfunding their portion of the General fund's administration costs.

These adjustments have been sufficient to balance the General Fund budget without tapping into the City's reserves and minimize the impact to service levels in the short term. However, these reductions are not feasible long-term as the neglect to the City's parks, dilapidated structures, and manning will become an issue.

Over the last few years, we have changed the way that utility rates are calculated. For many years, the City only considered utility rates based on a single year's budget. While this is sufficient to meet all applicable laws, it creates unnecessarily large fluctuations in rates. To avoid this scenario as much as possible, Council adopted an ordinance that requires 5 year capital plans for water, wastewater, and sanitation. The necessary resources required to fund these plans are included in the utility budgets on an ongoing basis which helps to smooth the impact of these one-time expenditures over a longer period of time. These capital plans are included in this budget and the funding level necessary to cover them are included in transfers from the utility funds to a Capital Reserve Fund (with one exception that is noted below).

This policy has been extremely beneficial and allowed the decision makers of the City to take a longer term look at our utility needs and rates. In last year's budget, the City Council appropriated, at Staff's request, funds to pay for a consultant to perform a comprehensive rate study for our water and wastewater operations. This analysis is approximately 75% complete with an estimated completion date of July 21, 2014. While it is apparent that rate increases will be necessary in the long run, I am not requesting any rate increases until the results of the study are complete. Once we have this information, then we can make informed, forward thinking decisions about rate design and levels.



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However, in order to operate with our current rates, it is necessary to delay transfers from the wastewater fund to the capital reserve fund. There will be sufficient resources to pay for the department's immediate capital needs, but we will need to "catch up" the delayed contributions once the new rates are adopted. This can easily be accomplished by amending the budget at that time.

**Sales Tax Increase**

While this particular item has no impact on the proposed budget, I am requesting that the City Council call for an election to increase the City's sales tax rate by 1/2% for operational purposes. Over the past several years, it has become evident that an operational increase will be necessary in order maintain service levels, protect the public health and safety, and ensure adequate financial stability for the City. I am asking that the sales tax be for a 5 year period. I think this is the best approach to ensure the confidence of the City's citizens and to allow for the possibility that the internet sales tax issue will be addressed in the near future.

This 1/2% increase would generate approximately \$2.5 million per year. This would allow the City to undo the most drastic budget cuts that have been enacted. Primarily this will increase staffing levels back to a more optimum level, but it will also allow the reinstatement of the demolition and abatement programs to a more effective level. The proposed annual uses of the \$2.5 million are detailed below:

**Restore currently frozen and reassigned positions:**

Park - 1.5 FTEs (maintenance workers)	\$	75,000
Police - 3 FTEs (patrol officers)		152,264
Fire - 3 FTEs (fire fighters)		153,917
B&N Services - 1 FTE (abatement officer)		52,409
		<hr/>
		433,590

**Increase staffing over recent levels:**

Street department - 6 FTEs		297,219
Park department - 8.5 FTEs		445,844
Police department - 3 FTEs		152,264
B&N Services department - 2 FTEs		109,238
Engineering - 1 FTE		81,110
IT - 1 FTE		69,949
Vehicle maintenance - 1 FTE		56,829
		<hr/>
		1,212,453

**Restore program levels:**

Demolition program		100,000
Road repair materials		50,000
		<hr/>
		150,000

**Additional reserve contribution**

35,921

**Annual capital contribution**

668,036

**Total**

**\$ 2,500,000**

**Economic Outlook**

The current decline in sales tax is somewhat of an enigma that bears further reflection. The City's business and residential base have continued to grow and retail offerings in Bartlesville have never been more diverse. It would seem that all of the pieces are in place for a continued expansion, but this was not the case in fiscal year 2013-14.

A careful look at the confidential data available from the State of Oklahoma seems to indicate that our decline this year actually stems from a temporary boost in business spending from the prior few years. It is Staff's opinion that the current levels of sales tax represent a new baseline.

Our opinion that the decline is temporary is further strengthened by strong sales tax growth across the State of Oklahoma. Bartlesville stands in the minority of cities experiencing a decline in sales tax.

**Personnel**

The City's operating funds' expenses are heavily weighted towards personnel, so budget reductions of any significance must inevitably require personnel adjustments. This year's adjustments are no different. Overall, the City is eliminating 16.5 FTEs through various methods.

The General Fund's personnel schedule has been reduced by 8.5 FTEs in the Building and Neighborhood Services department (1 FTE), Fire department (3 FTEs), Police department (3 FTEs), and the Parks department (1.5 FTEs). The reductions in Neighborhood Services, Fire, and Police departments were all accomplished by freezing vacant positions. The reduction to the Parks department was accomplished by sharing employees with the Water department. The Water department currently has 6 vacant positions that these employees will fill, so no adjustments are required to the Water budget for this change. It is also possible that some of these positions will not need to be filled (or may be moved to value added positions) due to efficiencies brought about by the implementation of the City's AMI system.

Additionally, the City has been able to reduce staffing in the Sanitation department by 8 FTEs. These are vacant positions that will not need to be filled due to the City's recent conversion to our automated poly-cart system. Further adjustments to staffing will most likely be realized as the system is fully implemented.

The budget contains no provisions for pay increases for any employee in this budget.

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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 \$7.9MM with the result that our plan is only 60.6% funded. Due primarily to factors discussed in the following paragraph, this is a significant improvement from the previous fiscal year when our UAAL stood at \$8.8MM (54.6% funded) or the year before \$9.4MM (49.1% funded).

To help offset this UAAL in a more expedient manner, the City has been contributing more than the required amount towards our retirement plan. The City’s funding history for the defined benefit plan is included below:

Fiscal Year	Required Contribution Funding					City's Actual	UAAL	FUNDED RATIO
	Retiree Medical	Defined Benefit	Total	Less Employee	City's Required			
FY 2011-12			0.00%	6.00%	-6.00%	22.41%		
FY 2012-13	1.84%	26.05%	27.89%	6.00%	21.89%	23.00%	9,352,643	49.10%
FY 2013-14	1.58%	26.06%	27.64%	6.00%	21.64%	23.00%	8,763,945	54.60%
FY 2014-15	1.02%	25.66%	26.68%	6.00%	20.68%	22.00%	7,924,051	60.60%

The improvement in the City’s UAAL and Funded Ratio can be directly attributed to our policy of intentional overfunding. This policy has allowed us to not only slow the trend of increasing contributions but to actually reverse it.

Staff is once again recommending that we contribute amounts in excess of the “actuarial required contribution” of which the employer’s portion is 20.68% of covered payroll. Staff is recommending that we keep a similar differential to last year and fund at 22% of covered payroll which is estimated to cost an additional \$75,000 over the required minimum. As has been evidenced by our recent required contribution decline, 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 2013-14) 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 and bring efficiencies in the long term.

As expected, the City is once again under an ODEQ mandated consent order. There are a number of tasks listed in the order that will be fulfilled primarily through the City's wastewater capital investment fee. Ultimately, the City will be forced to construct a new wastewater treatment facility to meet all of the ODEQ requirements.

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.

**Reserve Status**

During the recent economic downturn, it became evident that a more effective and consistent method of accumulating reserve funds was needed. With the guidance of the City Council, Staff established several mechanisms that will aid in the City's future financial stability. These were the creation of the Stabilization Reserve Fund, Capital Reserve Fund, Auto Collision Insurance Fund, and the formalization of inner-fund reserve policies. The following schedules detail the current and prior year's reserve levels.

**Budget Levels for June 30, 2014**

	<b>Stabilization</b>	<b>Capital</b>	<b>Inner-Fund</b>	
	<b>Reserve</b>	<b>Reserve</b>	<b>Reserves</b>	<b>Total</b>
General Fund	1,816,459	-	755,853	<b>2,572,312</b>
Wastewater	313,709	314,756	194,242	<b>822,707</b>
Water	627,714	910,406	6,567,266	<b>8,105,386</b>
Sanitation	422,451	32,079	1,138,682	<b>1,593,212</b>
<b>Total</b>	<b>3,180,333</b>	<b>1,257,241</b>	<b>8,656,043</b>	<b>13,093,617</b>

**Budget Levels for June 30, 2015**

	<b>Stabilization</b>	<b>Capital</b>	<b>Inner-Fund</b>	
	<b>Reserve</b>	<b>Reserve</b>	<b>Reserves</b>	<b>Total</b>
General Fund	2,207,773	-	766,068	<b>2,973,841</b>
Wastewater	375,049	240,819	133,701	<b>749,569</b>
Water	749,032	1,395,849	2,160,404	<b>4,305,285</b>
Sanitation	500,494	110,115	895,063	<b>1,505,672</b>
<b>Total</b>	<b>3,832,348</b>	<b>1,746,783</b>	<b>3,955,236</b>	<b>9,534,367</b>

**Increase (Decrease) from FY 2014 to FY 2015**

	<b>Stabilization</b>	<b>Capital</b>	<b>Inner-Fund</b>	
	<b>Reserve</b>	<b>Reserve</b>	<b>Reserves</b>	<b>Total</b>
General Fund	391,314	-	10,215	<b>401,529</b>
Wastewater	61,340	(73,937)	(60,541)	<b>(73,138)</b>
Water	121,318	485,443	(4,406,862)	<b>(3,800,101)</b>
Sanitation	78,043	78,036	(243,619)	<b>(87,540)</b>
<b>Total</b>	<b>652,015</b>	<b>489,542</b>	<b>(4,700,807)</b>	<b>(3,559,250)</b>

The City's reserve policies have allowed for constant, incremental increases to the Stabilization Reserve Fund while providing for more predictability in the utility funds for capital needs. A majority of the decline in reserves is directly related to large, ongoing capital projects in the utility funds. It is not unusual for these projects to deplete capital reserve funds during construction which are later replenished. However, some of the decline in reserves is due to shortfalls in operations. These shortfalls, as well as long-term capital needs, will be addressed when the rate study is completed as was discussed earlier.

**Summary**

With this budget, we have attempted to meet the diverse needs of our population while planning for the possibility of continued stagnation of the City's sales tax revenues.

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 challenge is the continued uncertainty of the global/national economic climate. Even with this uncertainty facing us, I believe that the budget presented herein places us in a position to meet these challenges and maintain the long-term financial health of the City.

It is prudent that I 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, Alicia Shelton, without whom the quality and accuracy of this document would not be possible.

Sincerely,

A handwritten signature in black ink, appearing to be 'Ed Gordon', written in a cursive style.

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 35,750 according to the 2010 US Census. The City is located in Washington County and encompasses 21.1 square miles at an elevation of 700 feet above sea level.



***CITY OF BARTLESVILLE***  
2014-15 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***  
2014-15 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 35,000 people as well as industrial giants Phillips 66, ConocoPhillips, Schlumberger REDA Production Systems, Zinc Corporation of America, ABB Total Flow, SGS, and Siemens. 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***

## 2014-15 Operating Budget Miscellaneous Statistics

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

Total	332
Non-union	209
Union	123

### **Economic Information:**

Cost of living (when compared to national average) <sup>3</sup>	89.49%
Number of citizens in labor force <sup>2</sup>	15,750

### **Population Overview:**

Total population <sup>4</sup>	34,748
Total male population <sup>4</sup>	17,075
Total female population <sup>4</sup>	18,675
Median age <sup>4</sup>	39.9
Total population over eighteen (18) years old	27,308
Per capita income (dollars) <sup>2</sup>	21,195
Median earnings – male full-time (dollars) <sup>2</sup>	35,699
Median earnings – female full-time (dollars) <sup>2</sup>	23,071
Percent of families below poverty level <sup>2</sup>	9.4%
Percent of individual below poverty level <sup>2</sup>	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***

## 2014-15 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	52
Number of firemen	66

# ***CITY OF BARTLESVILLE***

## 2014-15 Operating Budget Miscellaneous Statistics (continued)

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

Phillips 66	1,600
ConocoPhillips	1,500
Bartlesville Public Schools	815
Wal-Mart Distribution Center	800
Jane Phillips Medical Center	800
Wal-Mart SuperCenter #41	450
SITEL	351
City of Bartlesville	351
Diversified Systems Resources	275
Schlumberger	200
Chevron Phillips	200
ABB, Inc	195
Arvest Bank	195
66 Federal Credit Union	152
Washington County	150
Siemens Industry	145
Oilfield Pipe and Supply	132
Wal-Mart Administrative Services	125
United Linen	125
Springs Global US, Inc.	100
Tri County Technology Center	100

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

<sup>2</sup> Source – 2010 US Census

<sup>3</sup> Source – Bartlesville Development Corporation (2013 website)

<sup>4</sup> Source – 2010 US Census

# ***CITY OF BARTLESVILLE***

## **2014-15 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***

### 2014-15 Operating Budget

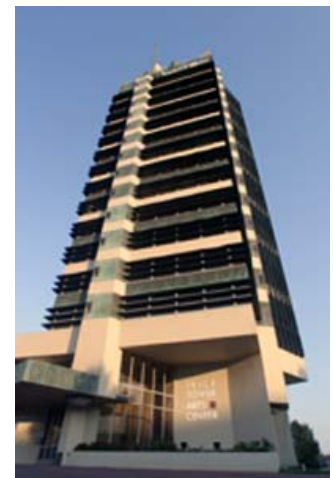
#### Local Attractions



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***

## 2014-15 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***

## 2014-15 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***

## 2014-15 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. In addition to the engine, a caboose has been added and an oil car will soon make its debut. 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***

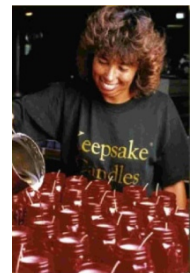
## **2014-15 Operating Budget Local Attractions (continued)**

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***

## **2014-15 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



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

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...**

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.

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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***

## **2014-15 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)*

One of the largest changes 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.

The most recent change occurred on May 1, 2012 when ConocoPhillips spun off its downstream operations into a company whose name resonates with Bartlesville heritage...Phillips 66. Due to this recent change, Bartlesville is now home to the global services for two of the world's most recognized energy companies.



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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***

## **2014-15 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***

## **2014-15 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, another 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***

## **2014-15 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***  
2014-15 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***

## **2014-15 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***

## **2014-15 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***

## **2014-15 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.

Harshfield Library Donation Fund – In fiscal year 2014, the City of Bartlesville's Library received a sizable donation from the Harshfield Trust. These revenues are restricted for use to the City of Bartlesville's library.

Restricted Revenues – The Restricted Revenues Fund accounts for receipts and expenditures of revenues that are restricted to a specific purpose. The main sources of revenue for this fund are donations, grants, and drug seizures.

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.

# ***CITY OF BARTLESVILLE***

## **2014-15 Operating Budget**

### **Description of Funds**

(continued)

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

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

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



# ***CITY OF BARTLESVILLE***

## **2014-15 Operating Budget**

### **Description of Funds**

(continued)

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

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

Capital Improvements: City Hall – The Capital Improvements: City Hall Fund accounts for specific revenues and expenditures associated with improvements to City Hall. The fund was originally established to account for lease revenues associated with the 3<sup>rd</sup> party lease for the 4<sup>th</sup> floor of City Hall. As there is no guarantee that these revenues will be sustainable long-term, it was determined that they should not be used to support ongoing operations and were therefore restricted for improvements to City Hall. The major sources of current revenue for this fund are lease revenues and investment earnings.

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

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

# ***CITY OF BARTLESVILLE***

## **2014-15 Operating Budget**

### **Description of Funds**

(continued)

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

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

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

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

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.

2012 G.O. Bond – The 2012 G.O. Bond fund accounts for the revenues and expenditures related to the 2012 general obligation debt issuance. The fund's only sources of revenue are proceeds from the issuance of debt and investment income.

2014 G.O. Bond – The 2014 G.O. Bond fund accounts for the revenues and expenditures related to the 2014 general obligation debt issuance. The fund's only sources of revenue are proceeds from the issuance of debt and investment income.

# ***CITY OF BARTLESVILLE***

## 2014-15 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***

## **2014-15 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***

## 2014-15 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***

## **2014-15 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.

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.

# ***CITY OF BARTLESVILLE***

## **2014-15 Operating Budget**

### **Description of Funds**

(continued)

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***

## 2014-15 Operating Budget

### Fund Structure Charts





# ***CITY OF BARTLESVILLE***

2014-15 Operating Budget

Fund Structure Charts

(continued)

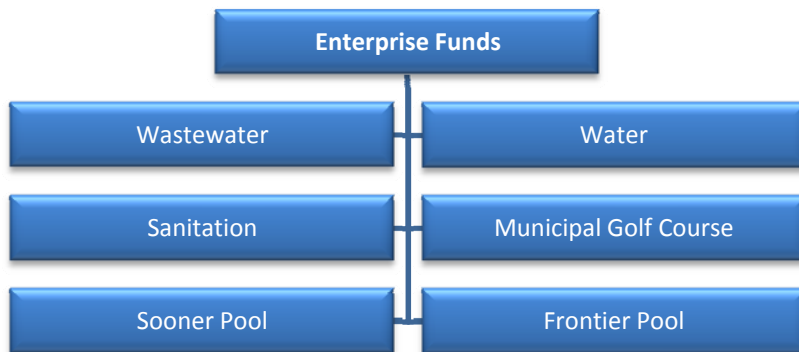


# ***CITY OF BARTLESVILLE***

## **2014-15 Operating Budget**

### **Fund Structure Charts**

(continued)

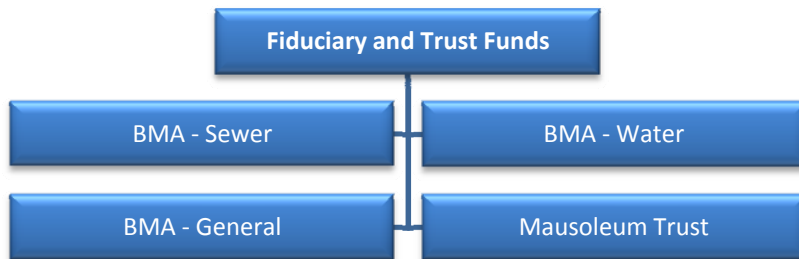
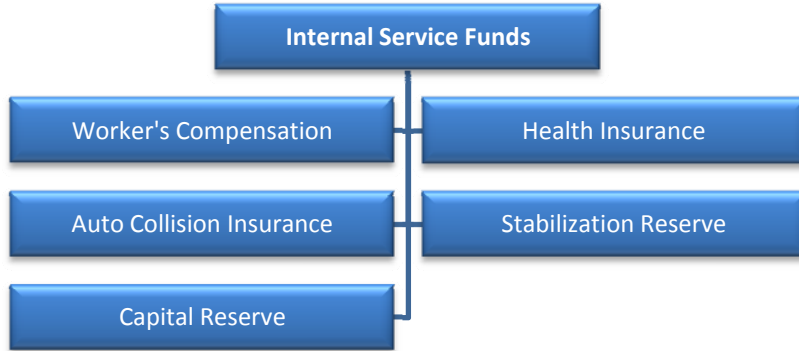


**CITY OF BARTLESVILLE**

2014-15 Operating Budget

Fund Structure Charts

(continued)



# ***CITY OF BARTLESVILLE***

## **2014-15 Operating Budget**

### **Budget Calendar**

<b><u>TARGET DATE</u></b>	<b><u>ACTIVITY</u></b>
March 10	Distribute Budget Preparation Packets to Directors
March 14	Directors verify personnel and line estimates
March 10 – March 31	Directors prepare budget requests and submit to Finance Director
May 5 – May 9	Directors Budget Meetings with City Manager
May 14	Submit Proposed Budget to City Council
May 19	City Council Consideration of Budget
May 21	Publish Budget Summary and Notice of Public Hearing (actual publish date will be Sunday, May 25)
June 2	Public Hearing on Budget and 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

# FINANCIAL SUMMARY



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***CITY OF BARTLESVILLE***  
**2014-15 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 2008-09 to 2012-13 is presented below.

<u>REVENUE SOURCE</u>	<u>TOTAL</u>	<u>AVERAGE</u>	<u>AVERAGE %</u>
General Sales Tax	77,131,116	15,426,223	36.7%
Water Fees	40,951,837	8,190,367	19.5%
Wastewater Fees	21,583,237	4,316,647	10.3%
Sanitation Fees	19,909,142	3,981,828	9.5%
Ad Valorem	14,495,099	2,899,020	6.9%
Fees for Services (Other than Utilities)	8,423,879	1,684,776	4.0%
Franchise Fees	7,998,750	1,599,750	3.8%
Investment Earnings	5,255,134	1,051,027	2.5%
Fines & Fees	3,872,403	774,481	1.8%
E-911	2,175,572	435,114	1.0%
Hotel/Motel Tax	2,162,030	432,406	1.0%
Miscellaneous	2,020,982	404,196	1.0%
County Motor Veh Tax	1,238,981	247,796	0.7%
Licenses & Permits	1,187,249	237,450	0.6%
Cigarette Tax	1,095,319	219,064	0.5%
State Alcohol Tax	465,009	93,002	0.2%
Fuel Tax	337,258	67,452	0.2%
<b>TOTAL</b>	<b><u>210,302,997</u></b>	<b><u>42,060,599</u></b>	<b><u>100.0%</u></b>

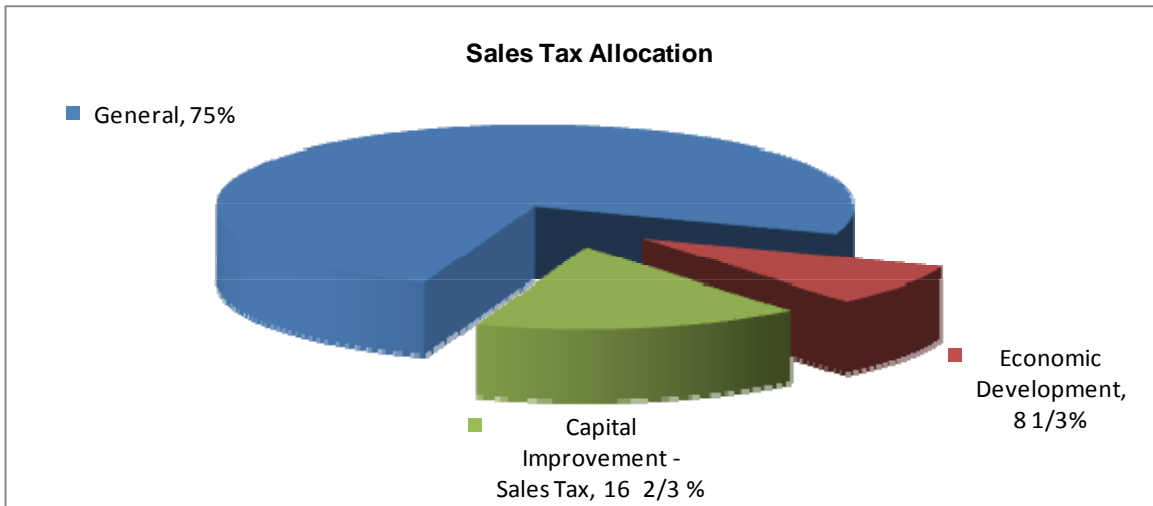
These revenue sources are used in conjunction with the residual fund equities to determine the amount available for operations. The top five revenue sources on average make up 83.9% of the total external recurring revenue used by the City to fund its operations. An analysis of these major sources of recurring revenue is presented in the following sections.

**CITY OF BARTLESVILLE**  
2014-15 Operating Budget  
Description of Major Revenue Sources  
(continued)

(All amounts in the following sections for the fiscal year 2013-14 consist of actual amounts as of February 29, 2014 projected to June 30, 2014 with the exception of sales tax which includes actuals as of April 30, 2014 projected to June 30, 2014)

**SALES TAX**

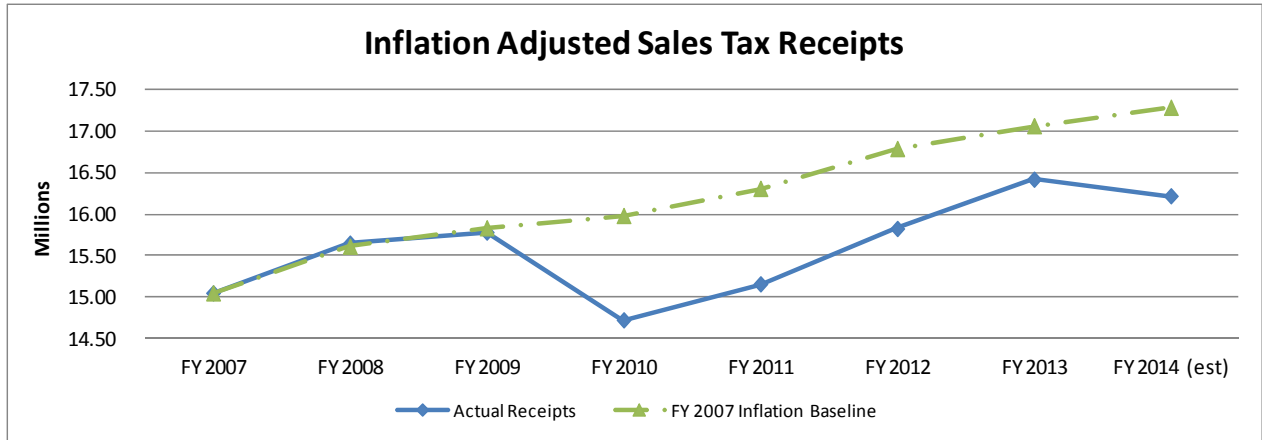
The 3% municipal sales tax has been and continues to be Bartlesville's largest source of recurring revenue, accounting for, on average, 36.7% of the City's recurring external revenues. Sales taxes are divided between the General Fund (75%), Economic Development Fund (8 1/3 %), and the Capital Improvements: Sales Tax Fund (16 2/3 %).



The City's sales tax revenues have experienced significant ups and downs as is evident in the graph below. Unfortunately, sales taxes have once again showed signs of weakness in fiscal year 2013-14 which have further eroded the City's buying power. It's important to note however, that even the periods of growth from before and after the recession have barely kept pace with inflation. The recent declines have once again widened this gap and further illustrated the disparity between today's receipts and the pre-recession amounts once inflation is factored in.



**CITY OF BARTLESVILLE**  
 2014-15 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>
2010	14,725,587	
2011	15,158,193	2.94%
2012	15,822,160	4.38%
2013	16,413,475	3.74%
2014	16,214,590	(1.21%)
<b>Total</b>	<b>78,334,005</b>	<b>9.85%</b>
<b>Average</b>	<b>15,666,801</b>	<b>2.46%</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 City's most recent experience with sales tax shows extreme weakness in this revenue source that is further exacerbated by economic uncertainty and the internet sales tax loop hole that has yet to be addressed by Congress.

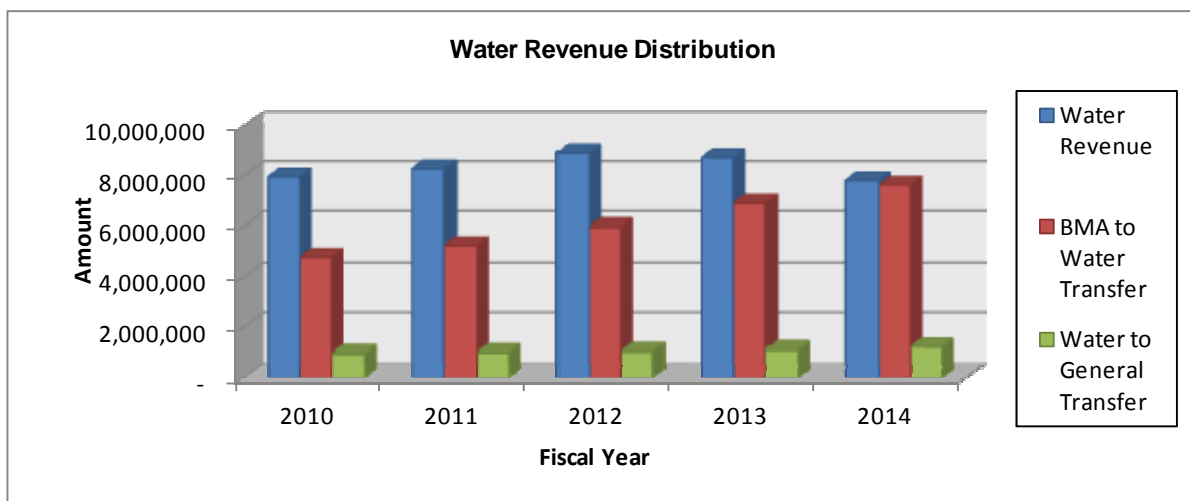
**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Description of Major Revenue Sources  
 (continued)

The results for the last 12 months suggest that sales tax receipts may continue to retract into the foreseeable future. However, a closer look at the underlying, confidential data suggests that the current decline is more the result of prior year business spending and not a decline in consumer spending. The City feels that the current levels represent a new baseline, and that continued declines are unlikely over the next 12 months. Therefore, the City is utilizing a zero growth scenario for sales tax.

Using this scenario, the amount of sales tax revenue to be budgeted for fiscal year 2014-2015 is \$16,214,590. This amount will be available to the following funds based on the percentages previously discussed. The General Fund will receive \$12,160,977, the Capital Improvement – Sales Tax Fund will receive \$2,702,465, and the Economic Development Fund will receive \$1,351,148.

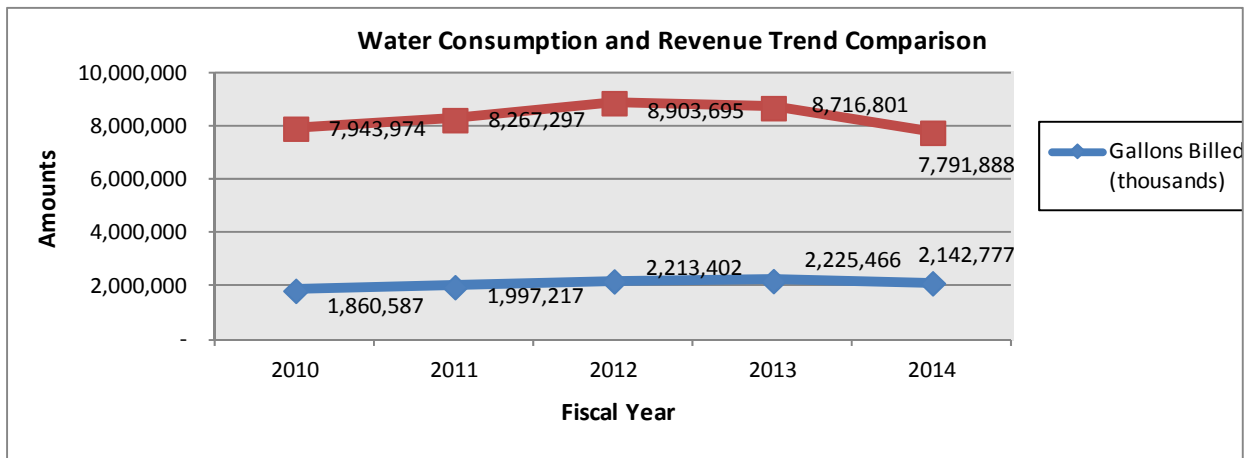
WATER UTILITY REVENUES

The revenues received from the City of Bartlesville’s water utilities are the City’s second largest source of revenue, accounting for, on average, 19.5% 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 for administrative overhead. The relationship between water revenues and operating transfers is shown below in graphic form.



**CITY OF BARTLESVILLE**  
 2014-15 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>
2010	1,860,587		7,943,974	
2011	1,997,217	7.34%	8,267,297	4.07%
2012	2,213,402	10.82%	8,903,695	7.70%
2013	2,225,466	0.55%	8,716,801	(2.10%)
2014	2,142,777	(3.72%)	7,791,888	(10.61%)
<b>Total</b>	<b>10,439,449</b>	<b>14.99%</b>	<b>41,623,655</b>	<b>(0.94%)</b>
<b>Average</b>	<b>2,087,890</b>	<b>3.75%</b>	<b>8,324,731</b>	<b>(0.24%)</b>

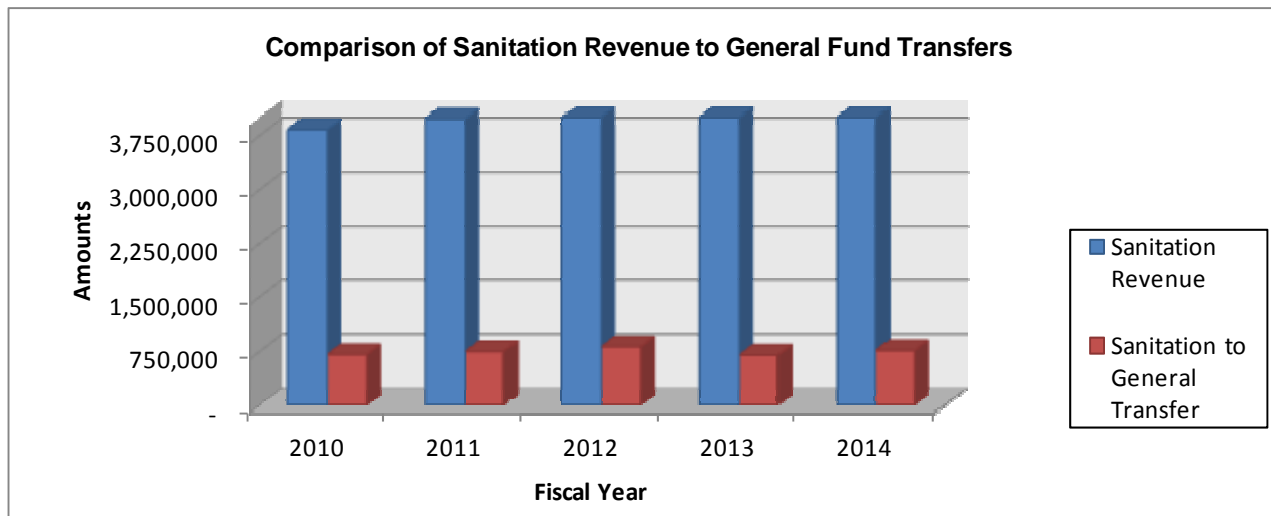
***CITY OF BARTLESVILLE***  
 2014-15 Operating Budget  
 Description of Major Revenue Sources  
 (continued)

The above analysis indicates that the City’s water sales have grown on average 3.75% per year with large fluctuations from year to year. At the same time, the City’s water revenues have declined due to differences in the types of users. The City’s current rate structure is a declining block system that provides discounts for larger water users. This system is currently under evaluation and will most likely change in the next year. However, based on the trend analysis and recent results, the City is budgeting for a 3.86% increase in water revenues.

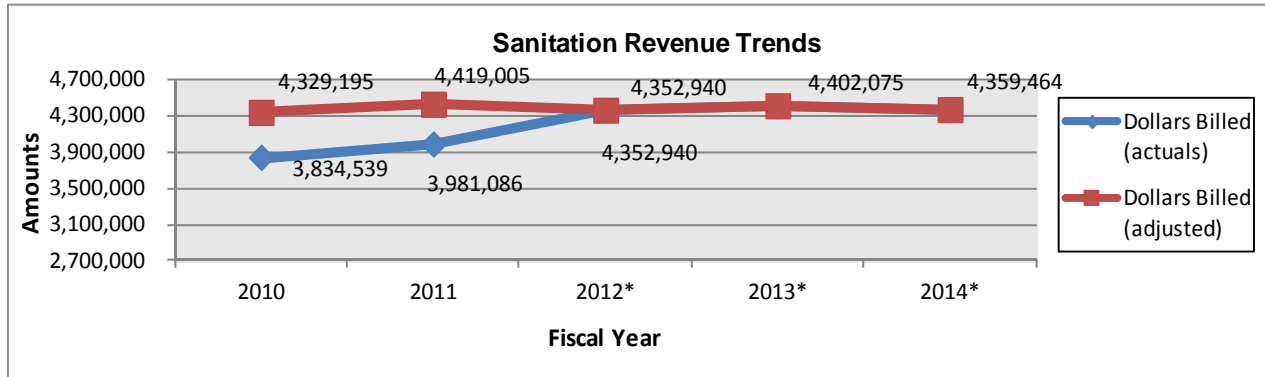
The resulting amount of \$8,092,406 is the estimated water utility revenue for the City of Bartlesville.

**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 for administrative overhead. This source of revenue accounts for, on average, 9.5% of all external recurring revenues; which makes it the fourth largest source of revenue for the City.



**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Description of Major Revenue Sources  
 (continued)



**Sanitation Utility Revenue Estimate  
 Trend Analysis Method**

<b>Fiscal Year</b>	<b>Percent</b>		<b>Percent</b>	
	<b>Dollars Billed</b> <b>(actuals)</b>	<b>Increase</b> <b>(Decrease)</b>	<b>Dollars Billed</b> <b>(adjusted)</b>	<b>Increase</b> <b>(Decrease)</b>
2010	3,834,539		4,329,195	
2011	3,981,086	3.82%	4,419,005	2.07%
2012*	4,352,940	9.34%	4,352,940	(1.50%)
2013*	4,402,075	1.13%	4,402,075	1.13%
2014*	4,359,464	(0.97%)	4,359,464	(0.97%)
<b>Total</b>	<b>20,930,104</b>	<b>13.32%</b>	<b>21,862,679</b>	<b>0.73%</b>
<b>Average</b>	<b>4,186,021</b>	<b>3.33%</b>	<b>4,372,536</b>	<b>0.18%</b>

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

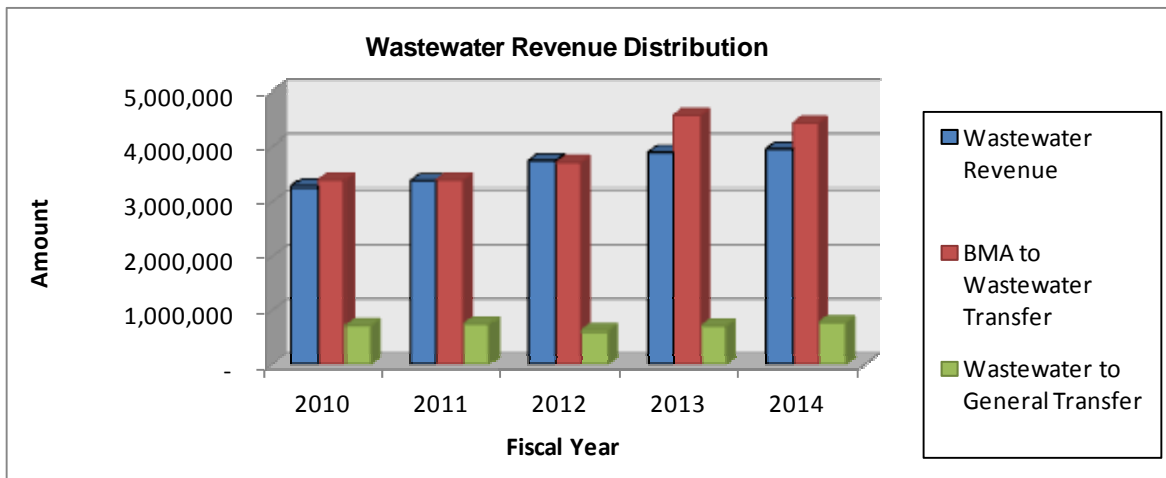
Due to an increase and restructuring of rates for commercial customers, the amounts billed have been adjusted to assume that the rate increases were in effect for the entire five year period. The adjusted column removes the impact of the rate increase and allows for an analysis of the true trend in our sanitation revenues. This adjusted analysis indicates only moderate increases for these years. The resulting average increase of 0.18% has not been applied due to the high/low variations observed in this trend analysis. Instead a more conservative .09% decline scenario has been applied to the amounts estimated in 2013-14. This results in \$4,355,632 for the 2014-15 fiscal year sanitation revenues.

**CITY OF BARTLESVILLE**  
 2014-15 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 third largest source of revenue, accounting for, on average, 10.3% 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.

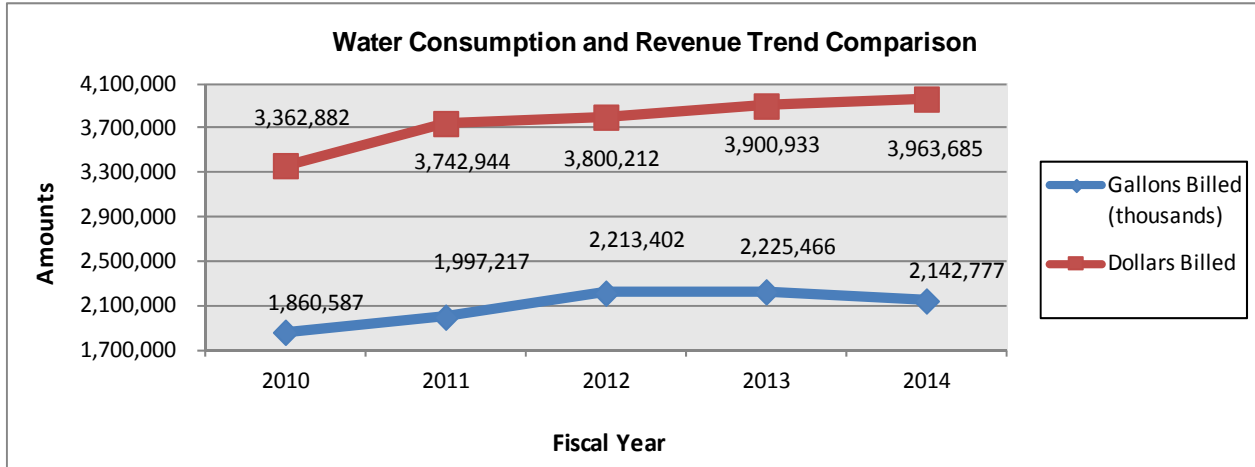
The amounts needed to fund the operations of the City’s wastewater utility are transferred back to the City operated wastewater utility fund. From there, the revenues are used to fund the operation, maintenance, and improvement of the City’s wastewater utility and also to provide operating transfers 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 2008-09 and 2011-12. The City 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. In fiscal year 2011-12 the City implemented a five year capital plan for its wastewater system and increased rates by 5% effective July 1, 2012. In fiscal year 2014-15, the City will complete a comprehensive rate study began in the previous fiscal year to determine future rate increases. Until this study is concluded, no further rate increases will be initiated.

**CITY OF BARTLESVILLE**  
 2014-15 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**

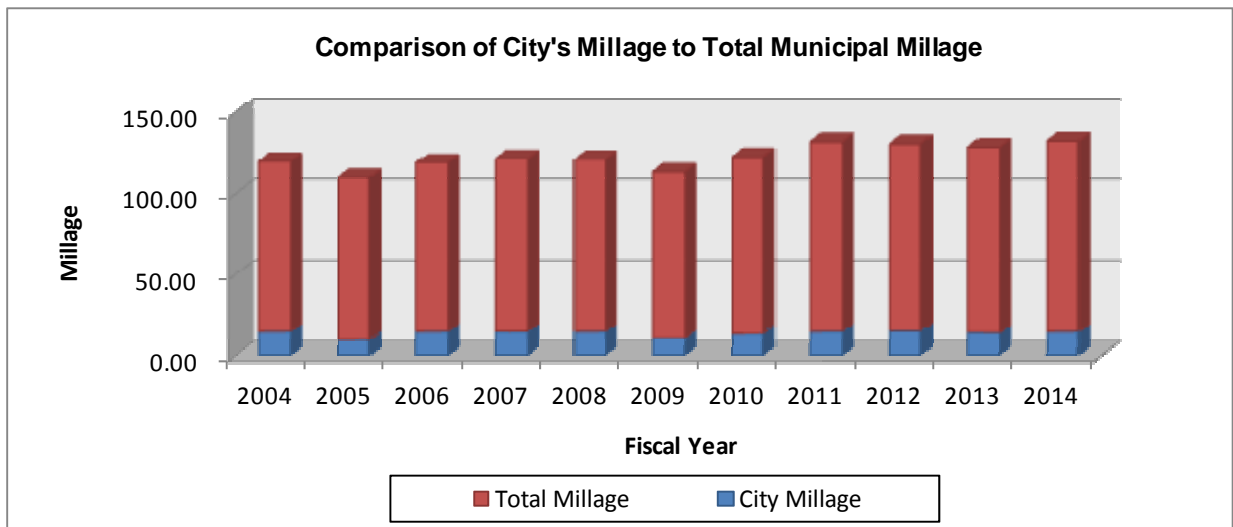
<u>Fiscal Year</u>	<u>Gallons Billed (thousands)</u>	<u>Percent Increase (Decrease)</u>	<u>Dollars Billed</u>	<u>Percent Increase (Decrease)</u>
2010	1,860,587		3,362,882	
2011	1,997,217	7.34%	3,742,944	11.30%
2012	2,213,402	10.82%	3,800,212	1.53%
2013	2,225,466	0.55%	3,900,933	2.65%
2014	2,142,777	(3.72%)	3,963,685	1.61%
<b>Total</b>	<b>10,439,449</b>	<b>14.99%</b>	<b>18,770,656</b>	<b>17.09%</b>
<b>Average</b>	<b>2,087,890</b>	<b>3.75%</b>	<b>3,754,131</b>	<b>4.27%</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Description of Major Revenue Sources  
 (continued)

Utilizing the same revenue base as was used for water sales, wastewater revenues are estimated to increase by 1.28% for a balance of \$4,014,231 for the City of Bartlesville in fiscal year 2014-15.

AD VALOREM

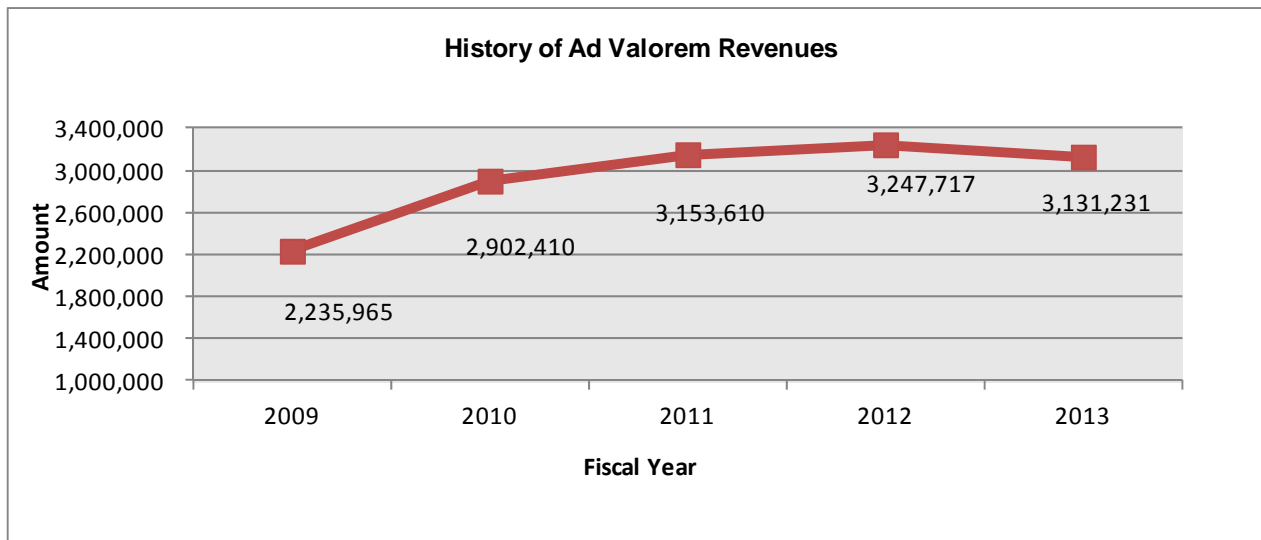
By law, municipalities in the State of Oklahoma are only allowed to levy ad valorem property taxes for two purposes. The first is to pay general obligation debt service requirements, and the second is to pay court ordered judgments. Due to the restrictive nature of these funds, the process for estimating 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**  
 2014-15 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, 6.9% 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 estimating all sinking fund related expenses for the upcoming 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. Additionally, principal amounts are calculated for court ordered judgments. The sum of these two items provides an annualized principal requirement.

The actual amount of interest to be paid during the year for both general obligation debt and judgments 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**  
 2014-15 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 2014-15 is considered to be the actual amount necessary to levy.

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

<b>Bond Issue/Purpose</b>	<b>Principal Requirement</b>	<b>Interest Requirement</b>	<b>Total Requirement</b>
2012 Combined Purpose Bonds	330,000	42,120	372,120
2010 Combined Purpose Bonds	710,000	57,445	767,445
2009 Combined Purpose Bonds	330,000	52,950	382,950
2008B Combined Purpose Bonds	220,000	35,565	255,565
2008A Combined Purpose Bonds	440,000	59,320	499,320
2007 Combined Purpose Bonds	500,000	53,250	553,250
2005 Combined Purpose Bonds	500,000	19,000	519,000
Judgement	<u>209,527</u>	-	<u>209,527</u>
<b>Totals</b>	<b><u>3,239,527</u></b>	<b><u>319,650</u></b>	3,559,177
	Add: Financial Agent Fees		<u>2,600</u>
	<b>Balance to Levy</b>		<b><u>3,561,777</u></b>

# ***CITY OF BARTLESVILLE***

## 2014-15 Operating Budget All Funds Personnel Summary

<b>PERSONNEL COUNTS BY FUND &amp; DEPARTMENT</b>	<b>2012-13 ACTUAL FTEs</b>	<b>2013-14 BUDGETED FTEs</b>	<b>2013-14 ACTUAL FTEs</b>	<b>2014-15 BUDGETED FTEs</b>
General Fund:				
Administration	6	6	6	6
Accounting and Finance	16	16	16	16
Legal	2.23	2.23	2.23	2.23
Building and Neighborhood Service	7	7	7	6
Building Maintenance	8	6	6	6
Cemetery	1	1	1	1
Community Development	3	3	3	3
Engineering	9	8	8	8
Fleet Maintenance	4	4	4	4
Fire	70	70	70	67
Police	66	66	66	63
Street	11	11	11	11
Library	17.47	17.47	17.47	17.47
History Museum	3.85	3.85	3.85	3.85
Park and Recreation	8	9.5	9.5	8
<i>Total General Fund</i>	<b>232.55</b>	<b>231.05</b>	<b>231.05</b>	<b>222.55</b>
E-911 Fund:				
Emergency Dispatch	<b>13</b>	<b>15</b>	<b>13</b>	<b>15</b>
Special Library:				
Library	<b>0.5</b>	<b>0.51</b>	<b>0.5</b>	<b>0.51</b>
Special Museum:				
Museum	<b>1.66</b>	<b>1.66</b>	<b>1.66</b>	<b>1.66</b>
Memorial Stadium Operating Fund:				
Doenges Memorial Stadium	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>
Wastewater Fund:				
Wastewater Maintenance	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>
Water Fund:				
Water Plant	15	15	15	15
Water Administration	2	2	2	2
Water Distribution	21	21	17.5	21
<i>Total Water</i>	<b>38</b>	<b>38</b>	<b>34.5</b>	<b>38</b>
Sanitation Fund:				
Sanitation	<b>39</b>	<b>39</b>	<b>39</b>	<b>31</b>
Golf Course Fund:				
Municipal Golf Course	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>Total Personnel</b>	<b><u>339.21</u></b>	<b><u>339.72</u></b>	<b><u>334.21</u></b>	<b><u>323.22</u></b>

As explained more fully in the City Manager's Letter earlier in this document, there were 15 full time positions eliminated from this budget and 1.5 FTEs reassigned temporarily from the Parks department. The end result is a decrease of 16.5 FTEs from FY 2013-14 to FY 2014-15 for a 4.9% decrease in total personnel.

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 All Funds Capital Expenditures Summary

<b>EXPENDITURES BY FUND &amp; DEPARTMENT</b>	<b>2012-13 BUDGETED CAPITAL EXPENDITURES</b>
Municipal Airport Fund:	
Airport	<b>139,972</b>
Restricted Revenues Fund:	
Fire	8,676
Park and Recreation	100,911
<i>Total Restricted Revenues Fund</i>	<b>109,587</b>
COPS Grant Fund:	
Police	<b>112,386</b>
Cemetery Perpetual Care Fund:	
Cemetery	<b>84,785</b>
CIP - Sales Tax Fund:	
General Services	812,500
Community Development	193,987
Tech Services	10,000
Fire	151,400
Police	610,000
Storm Sewer	830,000
Street	1,851,514
History Museum	4,500
Park and Recreation	995,000
Sooner Pool	3,000
Stadium	30,000
CWWTP	-
<i>Total CIP - Sales Tax</i>	<b>5,491,901</b>
CIP - Park & Recreation Fund:	
Park and Recreation	<b>149,861</b>
CIP - Wastewater Regulatory Fund:	
Wastewater Treatment Plant	3,400,000
Wastewater Maintenance	1,480,000
<i>Total CIP - Wastewater Regulatory</i>	<b>4,880,000</b>
CIP - City Hall:	
General Services	<b>70,000</b>
CIP - Storm Sewer Fund:	
Storm Sewer	<b>36,396</b>
CDBG Fund:	
Street	-
2012 GO Bond Fund:	
Tech Services	215,878
History Museum	-
Parks	-
Sooner Pool	115,000
<i>Total 2012 GO Bond</i>	<b>330,878</b>
Capital Reserve Fund:	
Chickasaw Wastewater Treatment Plant	166,000
Wastewater Maintenance	227,000
Water Plant	365,000
Water Administration	285,000
Water Distribution	-
Sanitation	150,000
<i>Total Capital Reserve Fund</i>	<b>1,193,000</b>
	<b>\$ 12,598,766</b>

**CITY OF BARTLESVILLE**  
**2014-15 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 \$5,000. Any item that meets the test of benefiting more than one fiscal year and exceeding \$5,000 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>
CIP - Sales Tax	General	Community Center Roof Replacement	\$ 770,000	These funds will be used to replace the 30+ year old curved roof at Bartlesville's iconic Community Center.
CIP - Sales Tax	Storm Sewer	Wayside Drainage Phase II	\$ 300,000	Miscellaneous drainage improvements to the Wayside area.
CIP - Sales Tax	Storm Sewer	Interurban Drainage Phase II	\$ 525,000	Miscellaneous drainage improvements to the Interurban area.
CIP - Sales Tax	Street	Lights/Landscape Dewey 2nd-4th	\$ 625,000	Install new street lights and replace landscaping on Dewey between 2nd and 4th in accordance with downtown masterplan.
CIP - Sales Tax	Street	Lights/Landscape 2nd Street	\$ 180,000	Install new street lights and replace landscaping on 2nd Street in accordance with downtown masterplan.
CIP - Sales Tax	Street	Lupa Rehab	\$ 200,000	Improvements from Seminole to Woodrow
CIP - Sales Tax	Street	Rolling Meadows Rehab	\$ 250,000	Improvements from Madison to Lariat
CIP - Sales Tax	Street	Frank Phillips Rehab	\$ 300,000	Improvements from Keeler to Cherokee
CIP - Sales Tax	Street	Limestone Rehab	\$ 200,000	Improvements from Hwy 75 to Stonehenge
CIP - Sales Tax	Street	Parkview Rehab	\$ 300,000	Improvements from Sunset to Mulberry
CIP - Sales Tax	Parks	MJ Lee Lake Improvements	\$ 400,000	Improvements to MJ Lee Lake to be utilized to match a grant for the improvement of fishing conditions on the lake.
CIP - Sales Tax	Parks	Pathfinder Improvements	\$ 125,000	Overlay and widening of various stretches of Pathfinder Trail
CIP - Sales Tax	Parks	Pathfinder Parkway Trail Connection	\$ 175,000	New trail section to connect existing sections of Pathfinder Parkway
CIP - Park and Rec	Parks	MJ Lee Lake Improvements	\$ 149,861	Improvements to MJ Lee Lake to be utilized to match a grant for the improvement of fishing conditions on the lake.
Wastewater Regulatory Fund	CWWTP	Wastewater Treatment facility design	\$ 2,200,000	This project is for the engineering and design of wastewater treatment facility.
Wastewater Regulatory Fund	CWWTP	Wastewater Treatment facility land acquisition	\$ 1,200,000	This project is for the purchase of land to construct the new wastewater treatment facility.
Wastewater Regulatory Fund	WWMaint	Collections System Improvements Phase 5	\$ 1,300,000	Rehab of sanitary sewer system in accordance with ODEQ consent order
2014 G.O. Bond Fund	Street	Rehab Moonlight and Skyline Drive	\$ 625,000	Improvements to Moonlight and Skyline
2014 G.O. Bond Fund	Street	Rehab 14th Street	\$ 350,000	Improvements from Cherokee to Armstrong
2014 G.O. Bond Fund	Street	Rehab Sirroco	\$ 325,000	Improvements from Virginia Ave to Oak Park Rd
2014 G.O. Bond Fund	Parks	Sooner Park Play Equipment	\$ 140,000	Replace play equipment at Sooner Park and make play area ADA accessible
Capital Reserve Fund	Water Plant	Wastewater Reuse Design	\$ 250,000	Design of pump station and force main for wastewater to water reuse plan
Capital Reserve Fund	Water Admin	Design of Water Utilities Building	\$ 135,000	Engineering and design for new Water/Wastewater Utilities building
Capital Reserve Fund	Water Dist	8" Cherokee Water Line	\$ 210,000	Replace existing 8" water line from Adams to 14th St
Capital Reserve Fund	Water Dist	8" 18th Street Water Line	\$ 180,000	Replace existing 8" water line from Keeler to Hillcrest
Various	General	ERP System	\$ 575,000	Fully integrated accounting and enterprise resource planning software.
Total			<u><u>\$ 11,989,861</u></u>	

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**All Funds Capital Expenditures Summary**  
(continued)

In addition to the capital items listed above, the City recently adopted an ordinance that mandated five year capital plans for the Wastewater, Water, and Sanitation Funds. Also part of this ordinance was the requirement that the City create a Capital Reserve Fund to accumulate the funds necessary to finance the capital needs identified in the five-year plans over time. Listed below are the capital plans by fund and department, the annual required funding necessary to support these plans by fund, and the detailed items included in the capital plans.

**WASTEWATER - 5 YR CAPITAL PLAN & FUNDING SUMMARY**

Fiscal Year	Capital Plan Summaries			Funding Summaries		
	Wastewater Plant	Wastewater Maint	Total	Tsf to Cap Res Fund	Expenses	Cash Balance
2014	\$ 62,716	261,106	323,822	\$ 550,000	323,822	633,819
2015	166,000	227,000	393,000	-	393,000	240,819
2016	265,000	6,000	271,000	550,000	271,000	519,819
2017	65,000	2,275,000	2,340,000	550,000	2,340,000	(1,270,181)
2018	100,000	30,000	130,000	550,000	130,000	(850,181)
2019	-	35,000	35,000	550,000	35,000	(335,181)
<b>Total</b>	<b>\$ 596,000</b>	<b>2,573,000</b>	<b>3,169,000</b>	<b>\$2,200,000</b>	<b>3,169,000</b>	

**WASTEWATER - WASTEWATER PLANT - 5 YR CAPITAL PLAN DETAIL**

Fiscal Year	Fund/Dept	Item Description	Number of Items	Cost of Purchase
2015	509-710	Truck Crane	1	\$ 80,000
2015	509-710	Tuxedo Pump Station Valves	1	\$ 6,000
2015	509-710	Final effluent pressurized water system upgrade	1	\$ 80,000
2016	509-710	Replace Aeration Basin Diffuser Elements - Tanks 1&2	3,500	\$ 100,000
2016	509-710	Replace WWTP Equilization Basin Liner	1	\$ 165,000
2017	509-710	Spare Channel Monster Grinder	1	\$ 65,000
2018	509-710	Replace Process Pumps	1	\$ 100,000
2020	509-710	Secondary WWTP	1	\$ 35,000,000

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 All Funds Capital Expenditures Summary  
 (continued)

**WASTEWATER - WASTEWATER MAINT - 5 YR CAPITAL PLAN DETAIL**

Fiscal Year	Fund/Dept	Item Description	Number of	
			Items	Cost of Purchase
2015	509-715	ERP System (25% of total)	1	\$ 150,000
2015	509-715	Mini Excavator	1	\$ 67,000
2015	509-715	Shorty Camera	1	\$ 10,000
2016	509-715	TV Cable for Camera Truck	1	\$ 6,000
2017	509-715	Maple Force Main Replacement and Lift Station Impro'	2,200 ft.	\$ 2,275,000
2018	509-715	1/2-ton Extended Cab Truck	1	\$ 30,000
2019	509-715	1-ton Flatbed Truck	1	\$ 35,000

**WATER - 5 YR CAPITAL PLAN & FUNDING SUMMARY**

Fiscal Year	Capital Plan Summaries				Funding Summaries		
	Water Plant	Water	Water	Total	Tsf to Cap	Cash	Balance
		Admin	Distribution		Res Fund		
2014	\$ 204,139	25,000	1,288,130	1,517,269	\$ 1,500,000	1,517,269	1,123,349
2015	365,000	285,000	577,500	1,227,500	1,500,000	1,227,500	1,395,849
2016	1,016,000	2,250,000	365,000	3,631,000	1,500,000	3,631,000	(735,151)
2017	3,500,000	-	1,515,000	5,015,000	1,500,000	5,015,000	(4,250,151)
2018	18,000,000	-	120,000	18,120,000	1,500,000	18,120,000	(17,355,151)
2019	-	-	-	-	1,500,000	-	(2,750,151)
<b>Total</b>	<b>\$ 22,881,000</b>	<b>2,535,000</b>	<b>2,577,500</b>	<b>27,993,500</b>	<b>\$7,500,000</b>	<b>27,993,500</b>	

**WATER - WATER PLANT - 5 YR CAPITAL PLAN DETAIL**

Fiscal Year	Fund	Item Description	Number of	
			Items	Cost of Purchase
2015	510-720	Altitude Valve Replacement - Toalson	1	\$ 12,500
2015	510-720	Hudson Lake Aeration System	1	\$ 100,000
2015	510-720	WW Resuse Engineering and Design	1	\$ 250,000
2015	510-720	Variable Frequency Drive (Toalson)	1	\$ 2,500
2016	510-720	Sand Pump	1	\$ 16,000
2016	510-720	Engineering Design for Copan Raw Water Line	1	\$ 1,000,000
2017	510-720	Pump Station and Force Main for WW Reuse	1	\$ 3,500,000
2018	510-720	Copan Raw Water Line	1	\$ 18,000,000

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 All Funds Capital Expenditures Summary  
 (continued)

**WATER - WATER ADMINISTRATION - 5 YR CAPITAL PLAN DETAIL**

<b>Fiscal Year</b>	<b>Fund</b>	<b>Item Description</b>	<b>Number of Items</b>	<b>Cost of Purchase</b>
2015	510-725	ERP System (25% of total)	1	\$ 150,000
2015	510-725	Engineering Design for Water Utilities Bldg	1	\$ 135,000
2016	510-725	Replace Water Utilities Bldg and pipe covered storage	1	\$ 2,250,000

**WATER - WATER DISTRIBUTION - 5 YR CAPITAL PLAN DETAIL**

<b>Fiscal Year</b>	<b>Fund</b>	<b>Item Description</b>	<b>Number of Items</b>	<b>Cost of Purchase</b>
2015	510-730	Dump Truck	1	\$ 87,500
2015	510-730	8" Water Line (Cherokee, Adams to 14th, Contract)	2,200 ft.	\$ 210,000
2015	510-730	8" Water Line (18th Street, Keeler to Hillcrest, Contract)	1,900 ft.	\$ 180,000
2015	510-730	6" Water Line (Oak , 14th to 16th Street)		\$ 40,000
2015	510-730	Circle Mountain Water Line		\$ 5,000
2015	510-730	120' by 30' covered pipe storage at Bison Tank		\$ 50,000
2015	510-730	12" Water Line (Highway 60 West, Contract)		\$ 5,000
2016	510-730	Water System Assessment and Capital Planning	1	\$ 250,000
2016	510-730	Backhoe	1	\$ 115,000
2017	510-730	6" Water Line (Osage, 14th to 18th Street, In-House)	2,400 ft.	\$ 65,000
2017	510-730	20" Water Line (Frank Phillips, Silver Lake to Highway	4,880 ft.	\$ 1,450,000
2018	510-730	Backhoe	1	\$ 120,000



**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 All Funds Capital Expenditures Summary  
 (continued)

**SANITATION 5 YR CAPITAL PLAN**

Fiscal Year	Capital Plan Summaries		Funding Summaries		
	Sanitation	Total	Tsf to Cap Res Fund	Expenses	Cash Balance
2014	\$ 413,098	413,098	\$ 260,000	413,098	210,115
2015	360,000	360,000	260,000	360,000	110,115
2016	150,000	150,000	260,000	150,000	220,115
2017	325,000	325,000	260,000	325,000	155,115
2018	360,000	360,000	260,000	360,000	55,115
2019	200,000	200,000	260,000	200,000	115,115
<b>Total</b>	<b>\$1,395,000</b>	<b>1,395,000</b>	<b>\$1,300,000</b>	<b>1,395,000</b>	

**SANITATION 5 YR CAPITAL PLAN - DETAIL**

Fiscal Year	Fund	Item Description	Number of Items	Cost of Purchase
2015	511-750	ERP System (25% of total)	1	\$ 150,000
2015	511-750	Roll Off Refuse Truck	1	\$ 150,000
2015	511-750	One Ton Truck	2	\$ 60,000
2016	511-750	Roll Off Refuse Truck	1	\$ 150,000
2017	511-750	Half Ton Pickup	1	\$ 25,000
2017	511-750	Rear Load Refuse Truck	2	\$ 300,000
2018	511-750	Street Sweeper	1	\$ 200,000
2018	511-750	Grappler/Loader Truck	1	\$ 160,000
2019	511-750	Street Sweeper	1	\$ 200,000

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. None of the future projects funded in this budget are expected to fall within this category. However, there are two previous year projects whose implementation continues on in the current year that are explained in more detail below.

***CITY OF BARTLESVILLE***  
2014-15 Operating Budget  
All Funds Capital Expenditures Summary  
(continued)

**Poly-Cart System**

The fully automated poly-cart system that the City recently implemented involved a significant investment in additional capital assets. The automated trucks used in this system 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 have been implemented over the last several fiscal years that involved increasing commercial sanitation rates, restructuring residential rates to fit the new multi-sized cart system, and purchasing the equipment necessary to complete the transition.

The ultimate result of a poly-cart system implementation will be a decrease in operating costs of approximately \$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, allowed the City to offer slight rate reductions to all residential sanitation customers. The new rate system is also be tiered, so that customers choosing a smaller cart receive an even greater rate reduction. The combination of these events have brought a high degree of parity and accountability to the rate levels being charged for each type of account in addition to the annual savings. As discussed earlier, the department has already been able to eliminate 8 FTEs due to the conversion and more are expected as the system is finalized.

**Automated Meter Intelligence (AMI) System**

The automated meter intelligence system that the City recently finished implementing involves a significant investment in capital and technology including the replacement of approximately 16,500 water meters, the installation of a data collection system, and the installation of the software systems that will control the system, manage the data, interface with the existing billing system, and provide a customer interface.

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 All Funds Capital Expenditures Summary  
 (continued)

The AMI system has many benefits including hourly read data for all meters, increased customer service, and reduced costs for manpower, vehicles, and fuel due to the automation of the system. Once this system is completely implemented, the City will no longer have a need for our meter reader positions. The individuals employed in these positions will be transferred to value added positions in the Water Department or absorbed into other vacancies throughout the City. In addition to the cost savings, the installation of all new water meters should provide significantly greater accuracy in our meter readings which will reduce costly water loss. The anticipated annual savings and costs associated with this system are summarized in the chart below:

***AMI ANNUAL SAVINGS (COSTS)***

Staff reduction related to meter reader positions	\$	165,000
Manpower reduction related to rereads and meter service calls		98,469
Vehicle maintenance and fuel savings (meter readers)		18,700
Vehicle maintenance and fuel savings (meter service calls)		24,255
Water plant energy savings associated with reduced water loss		60,944
Increased revenue associated with more accurate meters		827,000
Additional licensing costs associated with software system		<u>(50,000)</u>
<b>Total savings</b>	<b>\$</b>	<b><u>1,144,368</u></b>

***CITY OF BARTLESVILLE***  
2014-15 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.

**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%.

**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%.

***CITY OF BARTLESVILLE***  
2014-15 Operating Budget  
Debt Service Calculations and Information  
(continued)

**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%.

**2012 Combined Purpose Bonds - \$3,000,000**

The 2012 bonds are due in annual installments of \$330,000 with a final payment of \$360,000 due on Nov 1, 2022. The bonds pay semi-annual interest at rates varying from 1.05% to 1.80%.

**2014 Combined Purpose Bonds - \$1,500,000**

The 2014 bonds will be awarded on May 19, 2014. The rates and maturities for these bonds is unknown at this point.

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 (excluding the amounts for the 2014 G.O. bond) are detailed below:

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Debt Service Calculations and Information  
 (continued)

<b>General Obligation Bonds</b>			
<b>Debt Service Requirements</b>			
<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2015	3,030,000	319,651	3,349,651
2016	2,530,000	238,074	2,768,074
2017	2,530,000	174,049	2,704,049
2018	2,070,000	106,254	2,176,254
2019	1,640,000	52,374	1,692,374
2020	690,000	25,035	715,035
2021	330,000	14,565	344,565
2022	330,000	9,285	339,285
2023	360,000	3,240	363,240
<b>Grand Total</b>	<b><u>13,510,000</u></b>	<b><u>942,527</u></b>	<b><u>14,452,527</u></b>

**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.

***CITY OF BARTLESVILLE***  
2014-15 Operating Budget  
Debt Service Calculations and Information  
(continued)

**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.

**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 - \$5,330,688**

The 2009 revenue bonds are currently being used to fund various water system improvements that were completed in the Spring of 2011. The note calls for interest and principal payments of \$186,860.10 due semiannually starting March 15, 2011. The bonds have an interest rate of 3.28%. This notes original principle balance for this note was \$7,513,936. The City was awarded \$2,000,000 in debt forgiveness through an ARRA program. That coupled with principle payments on the interim construction note brought the principle amount to the \$5,330.688.

**Drinking Water SRF Series 2012 - \$3,810,000**

The 2012 revenue bonds are currently being used to fund the Automated Meter Intelligence project. Principal payments are \$127,000 and are due semiannually starting on March 15, 2014. The bonds carry an interest rate of 2.29%.

***CITY OF BARTLESVILLE***  
 2014-15 Operating Budget  
 Debt Service Calculations and Information  
 (continued)

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:

**BMA Revenue Bonds  
 Debt Service Requirements**

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2015	1,934,852	1,631,634	3,566,486
2016	1,631,783	1,568,520	3,200,303
2017	1,679,744	1,512,786	3,192,530
2018	1,727,573	1,455,620	3,183,193
2019	1,785,664	1,396,530	3,182,194
2020	1,838,715	1,335,624	3,174,339
2021	1,897,658	1,271,967	3,169,625
2022	1,956,589	1,206,368	3,162,957
2023	1,992,687	1,138,562	3,131,249
2024	2,027,016	1,068,454	3,095,470
2025	2,048,154	996,129	3,044,283
2026	2,113,343	921,375	3,034,718
2027	2,193,874	844,031	3,037,905
2028	2,254,661	763,792	3,018,453
2029	2,204,003	680,848	2,884,851
2030	2,163,628	599,344	2,762,972
2031	2,058,788	516,070	2,574,858
2032	1,950,000	438,995	2,388,995
2033	2,025,000	362,066	2,387,066
2034	2,105,000	282,107	2,387,107
2035	2,185,000	199,019	2,384,019
2036	2,275,000	112,706	2,387,706
2037	1,170,000	22,874	1,192,874
<b>Grand Total</b>	<b><u>45,218,732</u></b>	<b><u>20,325,421</u></b>	<b><u>65,544,153</u></b>



**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Current and Prior Years' Revenue Summary by Fund Type

<b>FUND &amp; SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 APPROVED</b>
<b>GENERAL FUND</b>				
<b>General Fund:</b>				
Sales Tax	\$ 12,310,105	\$ 12,524,526	\$ 12,160,977	\$ 12,160,977
Hotel-Motel Tax	299,728	305,300	297,762	-
Franchise Tax	1,423,739	1,347,200	1,499,267	1,498,100
Licenses & Permits	249,187	241,500	265,121	266,700
Intergovernmental	692,608	691,295	659,554	634,749
Charges for Services	424,982	394,900	418,919	415,733
Fines and Forfeits	959,944	914,200	964,996	964,900
Interest and Investment Income	26,981	30,600	-	-
Donations and Miscellaneous	225,153	80,400	288,058	182,202
Transfers In	2,512,085	2,748,360	2,745,860	3,196,264
<b>Total General Fund</b>	<b>\$ 19,124,512</b>	<b>\$ 19,278,281</b>	<b>\$ 19,300,514</b>	<b>\$ 19,319,625</b>
<b>SPECIAL REVENUE FUNDS</b>				
<b>Economic Development Fund:</b>				
Sales Tax	\$ 1,367,789	\$ 1,391,612	\$ 1,351,148	\$ 1,351,148
Hotel-Motel Tax	199,819	203,700	198,508	178,600
Interest and Investment Income	7,539	10,100	-	-
Donations and Miscellaneous	-	-	-	-
<b>Total Economic Development</b>	<b>\$ 1,575,147</b>	<b>\$ 1,605,412</b>	<b>\$ 1,549,656</b>	<b>\$ 1,529,748</b>
<b>E-911 Fund:</b>				
E-911 Service Tax	\$ 175,928	\$ 170,400	\$ 217,009	\$ 206,100
E-911 Wireless Fee	273,066	270,600	219,871	224,200
Charges for Services	2,400	2,400	2,400	2,100
Interest and Investment Income	220	300	-	300
Transfers In	343,119	418,313	418,313	504,629
<b>Total E-911</b>	<b>\$ 794,733</b>	<b>\$ 862,013</b>	<b>\$ 857,593</b>	<b>\$ 937,329</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Current and Prior Years' Revenue Summary by Fund Type  
 (continued)

<b>FUND &amp; SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 APPROVED</b>
<b>Special Library Fund:</b>				
Intergovernmental	\$ 31,264	\$ 29,500	\$ 27,200	\$ 25,000
Interest and Investment Income	911	900	-	-
Donations and Miscellaneous	38,734	-	8,852	-
Transfers In	56,072	50,000	50,000	50,000
Total Special Library	<u>\$ 126,981</u>	<u>\$ 80,400</u>	<u>\$ 86,052</u>	<u>\$ 75,000</u>
<b>Special Museum Fund:</b>				
Interest and Investment Income	\$ 328	\$ 900	\$ -	\$ -
Donations and Miscellaneous	47,606	-	2,501	-
Transfers In	40,000	40,000	10,000	-
Total Special Museum	<u>\$ 87,934</u>	<u>\$ 40,900</u>	<u>\$ 12,501</u>	<u>\$ -</u>
<b>Municipal Airport Fund:</b>				
Intergovernmental	\$ 61,061	\$ 588,466	\$ 588,466	\$ -
Interest and Investment Income	1,584	1,800	-	-
Total Municipal Airport	<u>\$ 62,645</u>	<u>\$ 590,266</u>	<u>\$ 588,466</u>	<u>\$ -</u>
<b>Harshfield Library Donation Fund:</b>				
Donations and Miscellaneous	\$ -	\$ -	\$ 896,470	\$ -
Total Restricted Donations	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 896,470</u>	<u>\$ -</u>
<b>Restricted Revenue Fund:</b>				
Donations and Miscellaneous	\$ 103,803	\$ 28,736	\$ 68,598	\$ -
Total Restricted Donations	<u>\$ 103,803</u>	<u>\$ 28,736</u>	<u>\$ 68,598</u>	<u>\$ -</u>
<b>Golf Course Memorial Fund:</b>				
Charges for Services	\$ 13,126	\$ -	\$ -	\$ -
Interest and Investment Income	108	-	-	-
Donations and Miscellaneous	10,148	-	300	-
Total Golf Course Memorial	<u>\$ 23,382</u>	<u>\$ -</u>	<u>\$ 300</u>	<u>\$ -</u>
<b>JAG Fund:</b>				
Intergovernmental	\$ 17,246	\$ 7,000	\$ 10,515	\$ -
Interest and Investment Income	116	-	-	-
Total JAG	<u>\$ 17,362</u>	<u>\$ 7,000</u>	<u>\$ 10,515</u>	<u>\$ -</u>
<b>COPS Grant Fund:</b>				
Intergovernmental	\$ 152,495	\$ -	\$ 397,698	\$ 112,386

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Current and Prior Years' Revenue Summary by Fund Type  
 (continued)

<b>FUND &amp; SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 APPROVED</b>
<b>Neighborhood Park Fund:</b>				
Interest and Investment Income	\$ 35	\$ -	\$ -	\$ -
Donations and Miscellaneous	4,200	-	-	-
Total Neighborhood Park	<u>\$ 4,235</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Cemetery Perpetual Care Fund:</b>				
Charges for Services	\$ 2,215	\$ 2,200	\$ 1,559	\$ 1,500
Interest and Investment Income	245	600	-	-
Donations and Miscellaneous	2,459	-	1,425	-
Total Cemetery Perpetual Care	<u>\$ 4,919</u>	<u>\$ 2,800</u>	<u>\$ 2,984</u>	<u>\$ 1,500</u>
<b>Memorial Stadium Fund:</b>				
Interest and Investment Income	\$ 129	\$ -	\$ -	\$ -
Donations and Miscellaneous	25,285	22,500	20,644	20,600
Transfers In	43,552	-	-	53,079
Total Memorial Stadium	<u>\$ 68,966</u>	<u>\$ 22,500</u>	<u>\$ 20,644</u>	<u>\$ 73,679</u>
<b>Total Special Revenue Funds</b>	<b><u>\$ 3,022,602</u></b>	<b><u>\$ 3,240,027</u></b>	<b><u>\$ 4,491,477</u></b>	<b><u>\$ 2,729,642</u></b>
<b>DEBT SERVICE FUND</b>				
<b>Debt Service Fund:</b>				
Ad Valorem - Current Year	\$ 3,070,024	\$ 3,232,831	\$ 3,474,384	\$ 3,511,997
Ad Valorem - Prior Year	61,207	89,784	49,247	49,780
Accrued Interest on Bonds Sold	26,250	-	-	-
Total Debt Service Fund	<u>\$ 3,157,481</u>	<u>\$ 3,322,615</u>	<u>\$ 3,523,631</u>	<u>\$ 3,561,777</u>
<b>CAPITAL PROJECTS FUNDS</b>				
<b>CIP - Sales Tax Fund:</b>				
Sales Tax	\$ 2,735,581	\$ 2,783,231	\$ 2,702,465	\$ 2,702,465
Intergovernmental	-	-	-	-
Interest and Investment Income	14,621	12,600	-	-
Donations and Miscellaneous	4,554	-	3,441	-
Transfer In	-	-	-	-
Total CIP - Sales Tax	<u>\$ 2,754,756</u>	<u>\$ 2,795,831</u>	<u>\$ 2,705,906</u>	<u>\$ 2,702,465</u>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**Current and Prior Years' Revenue Summary by Fund Type**  
 (continued)

<b>FUND &amp; SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 APPROVED</b>
<b>CIP - Park &amp; Recreation Fund:</b>				
Interest and Investment Income	\$ 561	\$ -	\$ -	\$ -
<b>CIP - Wastewater Fund:</b>				
Charges for Services	\$ 117,800	\$ -	\$ 125,860	\$ -
Interest and Investment Income	577	-	-	-
Total CIP - Wastewater	<u>\$ 118,377</u>	<u>\$ -</u>	<u>\$ 125,860</u>	<u>\$ -</u>
<b>CIP - Wastewater Regulatory Fund:</b>				
Charges for Services	\$ 1,404,109	\$ 1,400,000	\$ 1,408,599	\$ 1,400,000
Interest and Investment Income	11,186	-	-	-
Transfer in from BMA - Water	-	-	-	-
Total CIP - Wastewater	<u>\$ 1,415,295</u>	<u>\$ 1,400,000</u>	<u>\$ 1,408,599</u>	<u>\$ 1,400,000</u>
<b>CIP - City Hall Fund:</b>				
Charges for Services	\$ 112,126	\$ 112,128	\$ 112,126	\$ 112,126
Interest and Investment Income	411	-	-	-
Total CIP - City Hall	<u>\$ 112,537</u>	<u>\$ 112,128</u>	<u>\$ 112,126</u>	<u>\$ 112,126</u>
<b>CIP - Storm Sewer Fund:</b>				
Charges for Services	\$ 13,537	\$ -	\$ 856	\$ -
Interest and Investment Income	143	-	-	-
Total CIP - Storm Sewer	<u>\$ 13,680</u>	<u>\$ -</u>	<u>\$ 856</u>	<u>\$ -</u>
<b>CDBG Fund:</b>				
Intergovernmental	\$ 77,857	\$ 85,206	\$ 85,206	\$ -
<b>2005 G.O. Bond Fund:</b>				
Interest and Investment Income	\$ 96	\$ -	\$ -	\$ -
<b>2007 G.O. Bond Fund:</b>				
Interest and Investment Income	\$ 17	\$ -	\$ -	\$ -

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Current and Prior Years' Revenue Summary by Fund Type  
 (continued)

<b>FUND &amp; SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 APPROVED</b>
<b>2008A G.O. Bond Fund:</b>				
Interest and Investment Income	\$ 1,498	\$ -	\$ -	\$ -
Donations and Miscellaneous	-	-	-	-
Total 2008A G.O. Bond Fund	<u>\$ 1,498</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>2008B G.O. Bond Fund:</b>				
Interest and Investment Income	\$ 48	\$ -	\$ -	\$ -
<b>2009 G.O. Bond Fund:</b>				
Interest and Investment Income	\$ 202	\$ -	\$ -	\$ -
<b>2010 G.O. Bond Fund:</b>				
Interest and Investment Income	\$ 7,304	\$ -	\$ -	\$ -
Proceeds from Issuance of Debt	-	-	-	-
Total 2010 G.O. Bond Fund	<u>\$ 7,304</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>2012 G.O. Bond Fund:</b>				
Interest and Investment Income	\$ 4,438	\$ 2,700	\$ -	\$ -
Proceeds from Issuance of Debt	3,000,000	-	-	-
Total 2010 G.O. Bond Fund	<u>\$ 3,004,438</u>	<u>\$ 2,700</u>	<u>\$ -</u>	<u>\$ -</u>
<b>2014 G.O. Bond Fund:</b>				
Proceeds from Issuance of Debt	-	-	1,500,000	-
Total 2010 G.O. Bond Fund	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,500,000</u>	<u>\$ -</u>
<b>Total Capital Project Funds</b>	<b><u>\$ 7,506,666</u></b>	<b><u>\$ 4,395,865</u></b>	<b><u>\$ 5,938,553</u></b>	<b><u>\$ 4,214,591</u></b>
<b>ENTERPRISE FUNDS</b>				
<b>Wastewater Operating Fund:</b>				
Interest and Investment Income	\$ 792	\$ -	\$ -	\$ -
Transfers In	4,565,938	4,417,506	4,342,764	3,801,835
Total Wastewater Operating	<u>\$ 4,566,730</u>	<u>\$ 4,417,506</u>	<u>\$ 4,342,764</u>	<u>\$ 3,801,835</u>
<b>Water Operating Fund:</b>				
Interest and Investment Income	\$ 758	\$ -	\$ -	\$ -
Donations and Miscellaneous	57,467	43,900	85,371	400
Transfers In	6,893,287	7,620,080	7,004,787	7,723,568
Total Water Operating	<u>\$ 6,951,512</u>	<u>\$ 7,663,980</u>	<u>\$ 7,090,158</u>	<u>\$ 7,723,968</u>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Current and Prior Years' Revenue Summary by Fund Type  
 (continued)

<b>FUND &amp; SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 APPROVED</b>
<b>Sanitation Operating Fund:</b>				
Charges for Services	\$ 4,402,075	\$ 4,427,344	\$ 4,359,464	\$ 4,355,632
Interest and Investment Income	3,865	5,500	-	-
Donations and Miscellaneous	79	-	-	-
Total Sanitation Operating	<u>\$ 4,406,019</u>	<u>\$ 4,432,844</u>	<u>\$ 4,359,464</u>	<u>\$ 4,355,632</u>
<b>Golf Course Operating Fund:</b>				
Charges for Services	\$ 328,705	\$ 358,800	\$ 312,963	\$ 298,100
Interest and Investment Income	419	200	-	-
Transfers In	75,123	18,551	18,551	148,416
Total Golf Course Operating	<u>\$ 404,247</u>	<u>\$ 377,551</u>	<u>\$ 331,514</u>	<u>\$ 446,516</u>
<b>Sooner Pool Fund:</b>				
Charges for Services	\$ 31,073	\$ 29,963	\$ 30,339	\$ 29,700
Interest and Investment Income	175	-	-	-
Transfers In	37,313	22,443	22,443	25,876
Total Sooner Pool	<u>\$ 68,561</u>	<u>\$ 52,406</u>	<u>\$ 52,782</u>	<u>\$ 55,576</u>
<b>Frontier Pool Fund:</b>				
Charges for Services	\$ 75,890	\$ 64,980	\$ 53,962	\$ 67,000
Interest and Investment Income	213	300	-	-
Transfers In	24,744	14,381	14,381	60,280
Total Frontier Pool	<u>\$ 100,847</u>	<u>\$ 79,661</u>	<u>\$ 68,343</u>	<u>\$ 127,280</u>
<b>Total Enterprise Funds</b>	<b><u>\$ 16,497,916</u></b>	<b><u>\$ 17,023,948</u></b>	<b><u>\$ 16,245,025</u></b>	<b><u>\$ 16,510,807</u></b>
<b>INTERNAL SERVICE FUNDS</b>				
<b>Worker's Compensation Fund:</b>				
Interest and Investment Income	\$ 660	\$ -	\$ -	\$ -
Donations and Miscellaneous	8,007	-	27,339	-
Contribution from Operate Dept.	79,771	238,135	238,135	204,156
Total Worker's Compensation	<u>\$ 88,438</u>	<u>\$ 238,135</u>	<u>\$ 265,474</u>	<u>\$ 204,156</u>
<b>Health Insurance Fund:</b>				
Employee Contributions	\$ 293,113	\$ 300,000	\$ 309,955	\$ 300,000
Retiree Contributions	159,087	150,000	141,651	150,000
Interest and Investment Income	823	-	-	-
Reimbursement of Operations	1,550,134	2,332,775	2,332,775	2,271,696
Reimbursement by Contract	-	-	38,768	-
Total Health Insurance	<u>\$ 2,003,157</u>	<u>\$ 2,782,775</u>	<u>\$ 2,823,149</u>	<u>\$ 2,721,696</u>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Current and Prior Years' Revenue Summary by Fund Type  
 (continued)

<b>FUND &amp; SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 APPROVED</b>
<b>Auto Collision Fund:</b>				
Donations and Miscellaneous	\$ 19,582	\$ -	\$ -	\$ -
Transfers In	-	28,243	28,243	-
Total Auto Collision	<u>\$ 19,582</u>	<u>\$ 28,243</u>	<u>\$ 28,243</u>	<u>\$ -</u>
<b>Stabilization Reserve Fund:</b>				
Transfers In	<u>\$ 1,312,733</u>	<u>\$ 681,883</u>	<u>\$ 681,883</u>	<u>\$ 652,138</u>
<b>Capital Reserve Fund:</b>				
Transfers In	<u>\$ 3,747,730</u>	<u>\$ 2,310,000</u>	<u>\$ 2,310,000</u>	<u>\$ 1,760,000</u>
<b>Total Internal Service Funds</b>	<b><u>\$ 7,171,640</u></b>	<b><u>\$ 6,041,036</u></b>	<b><u>\$ 6,108,749</u></b>	<b><u>\$ 5,337,990</u></b>
<b>FIDUCIARY FUNDS</b>				
<b>Mausoleum Trust Fund:</b>				
Interest and Investment Income	<u>\$ 414</u>	<u>\$ 300</u>	<u>\$ -</u>	<u>\$ -</u>
<b>BARTLESVILLE MUNICIPAL AUTHORITY</b>				
<b>BMA - Wastewater Fund:</b>				
Charges for Services	\$ 3,901,279	\$ 3,855,900	\$ 3,963,685	\$ 4,014,231
Interest and Investment Income	370	1,100	-	-
Donations and Miscellaneous	76,792	76,000	58,153	58,000
Total BMA - Wastewater	<u>\$ 3,978,441</u>	<u>\$ 3,933,000</u>	<u>\$ 4,021,838</u>	<u>\$ 4,072,231</u>
<b>BMA - Water Fund:</b>				
Charges for Services	\$ 8,716,801	\$ 8,673,455	\$ 7,791,888	\$ 8,092,406
Interest and Investment Income	42,659	37,800	-	-
Donations and Miscellaneous	2,608	929	1	-
Debt Obligation Proceeds	3,292,533	-	517,467	-
Transfers In	403,282	403,282	403,282	-
Total BMA - Water	<u>\$ 12,457,883</u>	<u>\$ 9,115,466</u>	<u>\$ 8,712,638</u>	<u>\$ 8,092,406</u>
<b>BMA - General Fund:</b>				
Interest and Investment Income	\$ 15	\$ -	\$ -	\$ -
Transfers In	50,683	20,753	20,753	127
Total BMA - Street	<u>\$ 50,698</u>	<u>\$ 20,753</u>	<u>\$ 20,753</u>	<u>\$ 127</u>
<b>Total BMA Funds</b>	<b><u>\$ 16,487,022</u></b>	<b><u>\$ 13,069,219</u></b>	<b><u>\$ 12,755,229</u></b>	<b><u>\$ 12,164,764</u></b>
<b>TOTAL REVENUE ALL FUNDS</b>	<b><u>\$ 72,968,253</u></b>	<b><u>\$ 66,371,291</u></b>	<b><u>\$ 68,363,178</u></b>	<b><u>\$ 63,839,196</u></b>

# CITY OF BARTLESVILLE

## 2014-15 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 APPROVED</b>
<b>GENERAL FUND</b>				
<b>General Fund:</b>				
City Council	\$ 25,543	\$ 27,300	\$ 12,735	\$ 27,700
Administration	594,679	661,212	615,081	670,066
Accounting and Finance	1,332,221	1,440,565	1,416,804	1,431,288
Legal	168,807	197,199	185,872	187,717
Building & Neighborhood Service	517,660	604,355	554,964	518,260
Building Maintenance	494,904	550,539	540,067	537,461
General Services	1,040,952	1,085,050	1,082,079	765,111
Cemetery	56,159	65,672	59,681	65,259
Community Development	330,472	351,817	342,646	344,986
Technical Services	60,525	66,600	48,212	66,153
Engineering	445,097	485,569	473,135	472,869
Fleet Maintenance	345,291	367,631	352,031	383,265
Fire	4,938,330	5,099,694	5,001,628	5,221,871
Police	4,632,057	4,812,791	4,885,902	4,786,304
Street	1,082,473	1,181,270	1,135,999	1,170,687
Library	1,134,347	1,248,767	1,175,703	1,212,013
History Museum	161,959	183,817	175,827	183,276
Park and Recreation	698,950	826,067	806,118	732,419
Transfers Out	1,342,179	895,691	895,691	1,183,660
Reserves	-	755,833	-	762,741
<b>Total General Fund</b>	<b>\$ 19,402,605</b>	<b>\$ 20,907,439</b>	<b>\$ 19,760,175</b>	<b>\$ 20,723,106</b>
<b>SPECIAL REVENUE FUNDS</b>				
<b>Economic Development Fund:</b>				
Economic Development	\$ 2,800,810	\$ 5,226,512	\$ 1,343,000	\$ 3,316,364
<b>E-911 Fund:</b>				
Emergency Dispatch	\$ 826,520	\$ 895,346	\$ 895,473	\$ 925,329
Reserves	-	16,665	-	19,868
<b>Total E-911 Fund</b>	<b>\$ 826,520</b>	<b>\$ 912,011</b>	<b>\$ 895,473</b>	<b>\$ 945,197</b>
<b>Special Library Fund:</b>				
Library	\$ 113,613	\$ 148,375	\$ 82,508	\$ 141,350
Reserves	-	723	-	-
<b>Total Special Library Fund</b>	<b>\$ 113,613</b>	<b>\$ 149,098</b>	<b>\$ 82,508</b>	<b>\$ 141,350</b>



**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**Current and Prior Years' Expenditure Summary by Fund Type**  
**(continued)**

<b>FUND &amp; DEPARTMENT</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 APPROVED</b>
<b>Special Museum Fund:</b>				
Museum	\$ 56,479	\$ 44,000	\$ 40,975	\$ 46,500
<b>Harshfield Library Donation Fund:</b>				
Library	\$ -	\$ -	\$ -	\$ 896,470
<b>Municipal Airport Fund:</b>				
Airport	\$ 229,912	\$ 1,253,491	\$ 811,719	\$ 139,972
<b>Restricted Revenue Fund:</b>				
General Services	\$ -	\$ 17,759	\$ 10,872	\$ 10,325
Cemetery	-	11,086	-	11,086
Community Development	1,807	468	1,528	189
Fire	169	32,592	21,324	12,360
Police	32,139	42,467	12,749	21,656
Park and Recreation	-	102,530	-	130,796
Swimming Pools	-	6,042	-	6,042
Stadium	-	4,075	-	6,075
Total Restricted Donations	<u>\$ 34,115</u>	<u>\$ 217,019</u>	<u>\$ 46,473</u>	<u>\$ 198,529</u>
<b>Golf Course Memorial Fund:</b>				
Municipal Golf Course	\$ 129,442	\$ 16,230	\$ 14,837	\$ 2,205
<b>JAG Fund:</b>				
Police	\$ 9,511	\$ 37,130	\$ 12,347	\$ 30,409
<b>COPS Grant Fund:</b>				
Police	\$ 201,405	\$ 508,852	\$ 284,694	\$ 112,386
<b>Neighborhood Park Fund:</b>				
Transfer Out	\$ 18,431	\$ 3,489	\$ 3,489	\$ -
<b>Cemetery Perpetual Care Fund:</b>				
Cemetery	\$ 27,525	\$ 107,013	\$ -	\$ 84,785
<b>Stadium Operating Fund:</b>				
Doenges Memorial Stadium	\$ 60,800	\$ 68,850	\$ 59,407	\$ 73,700
<b>Total Special Revenue Funds</b>	<b><u>\$ 4,508,563</u></b>	<b><u>\$ 8,543,695</u></b>	<b><u>\$ 3,594,922</u></b>	<b><u>\$ 5,987,867</u></b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Current and Prior Years' Expenditure Summary by Fund Type  
 (continued)

<b>FUND &amp; DEPARTMENT</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 APPROVED</b>
<b>DEBT SERVICE FUND</b>				
<b>Debt Service Fund:</b>				
Judgments	\$ 176,662	\$ 200,000	\$ 200,000	\$ 209,527
2001 Combined Purpose Bonds	366,810	-	-	-
2005 Combined Purpose Bonds	555,900	537,900	537,800	519,400
2007 Combined Purpose Bonds	588,250	571,000	571,000	553,500
2008A Combined Purpose Bonds	526,190	513,210	513,210	499,570
2008B Combined Purpose Bonds	269,015	262,635	262,635	255,816
2009 Combined Purpose Bonds	398,463	390,213	390,213	383,200
2010 Combined Purpose Bonds	788,463	779,765	779,765	767,695
2012 Combined Purpose Bonds	125	67,143	67,143	372,371
<b>Total Debt Service Fund</b>	<b>\$ 3,669,878</b>	<b>\$ 3,321,866</b>	<b>\$ 3,321,766</b>	<b>\$ 3,561,079</b>
<b>CAPITAL PROJECTS FUNDS</b>				
<b>CIP - Sales Tax Fund:</b>				
Building Maintenance	\$ -	\$ 30,000	\$ 12,259	\$ -
General Services	187,126	1,654,000	1,582,428	812,500
Community Development	-	240,987	40,892	193,987
Tech Services	5,043	65,000	54,277	10,000
Engineering	5,500	-	-	-
Fire	55,287	115,520	45,027	151,400
Police	140,853	460,000	409,445	610,000
Emergency Dispatch	-	-	-	-
Storm Sewer	248,905	1,138,000	322,493	830,000
Street	2,429,783	1,998,000	1,096,364	1,851,514
Library	31,632	18,368	-	-
History Museum	-	16,204	11,850	4,500
Park and Recreation	326,191	1,057,000	339,069	995,000
Sooner Pool	-	8,000	4,668	3,000
Municipal Golf Course	12,028	-	-	-
Stadium	-	30,000	60	30,000
CWWTP	-	100,000	-	-
Transfers Out:	32,252	17,264	17,264	-
Unallocated	-	98,429	-	100,285
<b>Total CIP - Sales Tax</b>	<b>\$ 3,474,600</b>	<b>\$ 7,046,772</b>	<b>\$ 3,936,096</b>	<b>\$ 5,592,186</b>
<b>CIP - Park &amp; Recreation Fund:</b>				
Park & Recreation	\$ -	\$ 150,000	\$ -	\$ 149,861
Transfers Out	-	30,588	30,588	-
Unallocated	-	26,895	-	-
<b>Total CIP - Park &amp; Recreation</b>	<b>\$ -</b>	<b>\$ 207,483</b>	<b>\$ 30,588</b>	<b>\$ 149,861</b>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**Current and Prior Years' Expenditure Summary by Fund Type**  
 (continued)

<b>FUND &amp; DEPARTMENT</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 APPROVED</b>
<b>CIP - Wastewater Fund:</b>				
Wastewater Maintenance	\$ -	\$ 19,500	\$ 18,500	\$ -
Unallocated	-	146,177	-	349,765
<b>Total CIP - Wastewater</b>	<b>\$ -</b>	<b>\$ 165,677</b>	<b>\$ 18,500</b>	<b>\$ 349,765</b>
<b>CIP - Wastewater Regulatory Fund:</b>				
CWWTP	\$ 24,553	\$ 2,200,000	\$ 1,450	\$ 3,400,000
Wastewater Maintenance	133,641	400,000	379,290	1,480,000
Transfers Out	255,242	255,242	255,242	-
Unallocated	-	2,084,453	-	746,095
<b>Total CIP - Wastewater Regulatory</b>	<b>\$ 413,436</b>	<b>\$ 4,939,695</b>	<b>\$ 635,982</b>	<b>\$ 5,626,095</b>
<b>CIP - City Hall Fund:</b>				
General Services	\$ 35,329	\$ 70,000	\$ 4,846	\$ 70,000
Unallocated	-	202,536	-	301,589
<b>Total CIP - City Hall</b>	<b>\$ 35,329</b>	<b>\$ 272,536</b>	<b>\$ 4,846</b>	<b>\$ 371,589</b>
<b>CIP - Storm Sewer Fund:</b>				
Storm Sewer	\$ 2,174	\$ 40,000	\$ 15,221	\$ 36,396
Unallocated	-	3,439	-	-
<b>Total CIP - Storm Sewer</b>	<b>\$ 2,174</b>	<b>\$ 43,439</b>	<b>\$ 15,221</b>	<b>\$ 36,396</b>
<b>CDBG Fund:</b>				
Street	\$ 77,776	\$ 85,206	\$ 85,198	\$ -
<b>2005 G.O Bond Fund</b>				
General Services	\$ -	\$ -	\$ -	\$ -
Tech Services	72,597	-	-	-
<b>Total 2005 G.O. Bond</b>	<b>\$ 72,597</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>2007 G.O Bond Fund</b>				
Street	\$ -	\$ -	\$ 5,788	\$ -
<b>2008A G.O Bond Fund</b>				
Storm Sewer	\$ -	\$ -	\$ -	\$ -
Street	804,364	-	24,949	-
Unallocated	-	17,698	-	-
<b>Total 2008A G.O. Bond</b>	<b>\$ 804,364</b>	<b>\$ 17,698</b>	<b>\$ 24,949</b>	<b>\$ -</b>
<b>2008B G.O Bond Fund</b>				
Parks & Recreation	\$ -	\$ -	\$ -	\$ 15,289
Unallocated	-	15,304	-	-
<b>Total 2008B G.O. Bond</b>	<b>\$ -</b>	<b>\$ 15,304</b>	<b>\$ -</b>	<b>\$ 15,289</b>

# CITY OF BARTLESVILLE

## 2014-15 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 APPROVED</b>
<b>2009 G.O Bond Fund</b>				
Street	\$ 20,272	\$ -	\$ 61,281	\$ -
Unallocated	-	29,150	-	-
Total 2009 G.O. Bond	<u>\$ 20,272</u>	<u>\$ 29,150</u>	<u>\$ 61,281</u>	<u>\$ -</u>
<b>2010 G.O Bond Fund</b>				
Street	\$ 997,099	\$ -	\$ 114,046	\$ 50,000
Unallocated	-	2,684	-	35,466
Total 2010 G.O. Bond	<u>\$ 997,099</u>	<u>\$ 2,684</u>	<u>\$ 114,046</u>	<u>\$ 85,466</u>
<b>2012 G.O Bond Fund</b>				
Accounting and Finance	\$ 53,350	\$ -	\$ -	\$ -
Tech Services	112,071	239,515	22,630	215,878
Fire	625,129	-	-	-
Police	3,927	-	5,250	-
Library	30,103	-	-	-
History Museum	5,789	54,000	54,000	-
Parks	591,445	220,000	152,324	-
Sooner Pool	19,446	115,000	-	115,000
Golf Course	849,271	-	-	-
Unallocated	-	6,650	-	-
Total 2010 G.O. Bond	<u>\$ 2,290,531</u>	<u>\$ 635,165</u>	<u>\$ 234,204</u>	<u>\$ 330,878</u>
<b>2014 G.O Bond Fund</b>				
Street	\$ -	\$ -	\$ -	\$ 1,300,000
Parks	-	-	-	140,000
Accounting and Finance	-	-	60,000	-
Total 2010 G.O. Bond	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 60,000</u>	<u>\$ 1,440,000</u>
<b>Total Capital Projects Funds</b>	<b><u>\$ 8,188,178</u></b>	<b><u>\$ 13,460,809</u></b>	<b><u>\$ 5,226,699</u></b>	<b><u>\$ 13,997,525</u></b>
<b>ENTERPRISE FUNDS</b>				
<b>Wastewater Operating Fund:</b>				
Wastewater Treatment Plant	\$ 2,274,879	\$ 2,072,540	\$ 2,054,884	\$ 2,235,954
Wastewater Maintenance	1,040,002	803,185	745,896	833,884
Transfers Out	1,487,209	1,524,596	1,524,596	735,351
Reserves	-	75,037	-	77,339
Total Wastewater Operating	<u>\$ 4,802,090</u>	<u>\$ 4,475,358</u>	<u>\$ 4,325,376</u>	<u>\$ 3,882,528</u>
<b>Water Operating Fund:</b>				
Water Plant	\$ 2,557,875	\$ 2,901,380	\$ 2,685,220	\$ 2,705,740
Water Administration	338,386	326,167	320,026	303,117
Water Distribution	1,545,623	1,610,073	1,462,910	1,483,680
Transfers Out	2,509,703	2,829,094	2,829,094	3,194,674
Reserves	-	166,591	-	156,956
Total Water Operating	<u>\$ 6,951,587</u>	<u>\$ 7,833,305</u>	<u>\$ 7,297,250</u>	<u>\$ 7,844,167</u>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**Current and Prior Years' Expenditure Summary by Fund Type**  
(continued)

<b>FUND &amp; DEPARTMENT</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 APPROVED</b>
<b>Sanitation Operating Fund:</b>				
Sanitation	\$ 2,838,404	\$ 3,785,812	\$ 3,472,911	\$ 2,953,217
Transfers Out	2,902,848	1,109,001	1,220,968	1,286,997
Reserves	-	133,495	-	127,694
Total Sanitation Operating	<u>\$ 5,741,252</u>	<u>\$ 5,028,308</u>	<u>\$ 4,693,879</u>	<u>\$ 4,367,908</u>
<b>Municipal Golf Course Fund:</b>				
Golf Course	\$ 435,878	\$ 459,469	\$ 411,215	\$ 450,509
Reserves	-	14,102	-	14,225
Total Municipal Golf Course	<u>\$ 435,878</u>	<u>\$ 473,571</u>	<u>\$ 411,215</u>	<u>\$ 464,734</u>
<b>Sooner Pool Fund:</b>				
Sooner Pool	<u>\$ 70,764</u>	<u>\$ 90,041</u>	<u>\$ 72,600</u>	<u>\$ 88,677</u>
<b>Frontier Pool Fund:</b>				
Frontier Pool	<u>\$ 117,933</u>	<u>\$ 130,733</u>	<u>\$ 117,000</u>	<u>\$ 140,922</u>
<b>Total Enterprise Funds</b>	<b><u>\$ 18,119,504</u></b>	<b><u>\$ 18,031,316</u></b>	<b><u>\$ 16,917,320</u></b>	<b><u>\$ 16,788,936</u></b>
<b>INTERNAL SERVICE FUNDS</b>				
<b>Workers' Compensation Fund:</b>				
Work Comp Claims	\$ 178,391	\$ 400,000	\$ 287,706	\$ 400,000
Administration	20,100	25,000	21,000	25,000
Total Workers' Compensation	<u>\$ 198,491</u>	<u>\$ 425,000</u>	<u>\$ 308,706</u>	<u>\$ 425,000</u>
<b>Health Insurance Fund:</b>				
Medical Claims	\$ 2,170,963	\$ 2,250,000	\$ 2,048,631	\$ 2,450,000
Administration Fees	274,399	575,000	386,796	736,000
Total Health Insurance	<u>\$ 2,445,362</u>	<u>\$ 2,825,000</u>	<u>\$ 2,435,427</u>	<u>\$ 3,186,000</u>
<b>Auto Collision Fund:</b>				
Auto Collision Claims	<u>\$ -</u>	<u>\$ 300,000</u>	<u>\$ 47,825</u>	<u>\$ 252,175</u>
<b>Stabilization Reserve Fund:</b>				
General Fund Reserve	\$ -	\$ 1,816,459	\$ -	\$ 2,207,839
Wastewater Fund Reserve	-	313,709	-	375,106
Water Fund Reserve	-	627,714	-	749,032
Sanitation Fund Reserve	-	422,451	-	500,494
Total Stabilization Reserve	<u>\$ -</u>	<u>\$ 3,180,333</u>	<u>\$ -</u>	<u>\$ 3,832,471</u>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Current and Prior Years' Expenditure Summary by Fund Type  
 (continued)

<b>FUND &amp; DEPARTMENT</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 APPROVED</b>
<b>Capital Reserve Fund:</b>				
Wastewater	\$ 112,359	\$ 554,500	\$ 323,822	\$ 393,000
Water	37,112	1,596,382	1,517,269	1,227,500
Sanitation	1,686,787	600,000	413,098	360,000
Total Capital Reserve	<u>\$ 1,836,258</u>	<u>\$ 2,750,882</u>	<u>\$ 2,254,189</u>	<u>\$ 1,980,500</u>
<b>Total Internal Service Funds</b>	<b><u>\$ 4,480,111</u></b>	<b><u>\$ 9,481,215</u></b>	<b><u>\$ 5,046,147</u></b>	<b><u>\$ 9,676,146</u></b>
<b>FIDUCIARY FUNDS</b>				
<b>Mausoleum Trust Fund:</b>				
Mausoleum	<u>\$ -</u>	<u>\$ 9,037</u>	<u>\$ -</u>	<u>\$ 10,724</u>
<b>BARTLESVILLE MUNICIPAL AUTHORITY</b>				
<b>BMA - Wastewater Fund:</b>				
BMA Wastewater Operating	\$ 29,256	\$ 33,000	\$ 29,131	\$ 33,000
Transfers Out	4,565,938	4,417,506	4,342,764	3,801,835
Total BMA - Wastewater	<u>\$ 4,595,194</u>	<u>\$ 4,450,506</u>	<u>\$ 4,371,895</u>	<u>\$ 3,834,835</u>
<b>BMA - Water Fund:</b>				
BMA - Water Operating	\$ 3,194,792	\$ 3,455,000	\$ 3,420,545	\$ 3,542,516
BMA - Water Construction	3,508,108	330,000	221,351	-
Transfers Out	6,893,287	7,620,080	7,620,080	7,723,568
Total BMA - Water	<u>\$ 13,596,187</u>	<u>\$ 11,405,080</u>	<u>\$ 11,261,976</u>	<u>\$ 11,266,084</u>
<b>BMA - Street Fund:</b>				
BMA General Operating	\$ 51,346	\$ 51,346	\$ 51,346	\$ -
<b>Total BMA Funds</b>	<b><u>\$ 18,242,727</u></b>	<b><u>\$ 15,906,932</u></b>	<b><u>\$ 15,685,217</u></b>	<b><u>\$ 15,100,919</u></b>
<b>TOTAL EXPENSES ALL FUNDS</b>	<b><u>\$ 76,611,566</u></b>	<b><u>\$ 89,662,309</u></b>	<b><u>\$ 69,552,246</u></b>	<b><u>\$ 85,846,302</u></b>

**CITY OF BARTLESVILLE**  
 2014-15 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 differ 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, 2013 is provided below.

**General Fund**  
**Budgetary Fund Balance Calculation**  
**As of July 1, 2013**

Account Title	Balance
Cash and Investments	1,764,793
Petty Cash	2,775
Inventory	61,733
Accounts Receivable	69,533
Total Assets	1,898,834
Cleet Payable	(7,223)
Other Payables	(1,906)
Deferred Revenue	(26,563)
Reserved for Encumbrances	-
Total Liabilities	(35,692)
<b>Total Budgetary Fund Balance</b>	<b>1,863,142</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 2014-15 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**  
 2014-15 Operating Budget  
 Estimated Change in Fund Equity – All Funds  
 (continued)

<b>FUND</b>	<b>FUND BALANCE JULY 1, 2014</b>	<b>ADDITIONS</b>	<b>REDUCTIONS</b>	<b>FUND BALANCE JUNE 30, 2015</b>
<b>GENERAL FUND</b>				
General	\$ 1,403,481	\$ 19,319,625	\$ 19,960,365	\$ 762,741
<b>SPECIAL REVENUE FUNDS</b>				
Economic Development	\$ 1,786,616	\$ 1,529,748	\$ 3,316,364	\$ -
E-911	7,868	937,329	925,329	19,868
Special Library	287,858	75,000	141,350	221,508
Special Museum	103,765	-	46,500	57,265
Harshfield Library Donation	896,470	-	896,470	-
Municipal Airport	139,972	-	139,972	-
Restricted Revenue	199,400	-	198,529	871
Golf Course Memorial	2,205	-	2,205	-
JAG	30,409	-	30,409	-
COPS Grant Fund	-	112,386	112,386	-
Neighborhood Park	2,434	-	-	2,434
Cemetery Perpetual Care	83,285	1,500	84,785	-
Stadium Operating	21	73,679	73,700	-
Special Revenue Funds	<u>\$ 3,540,303</u>	<u>\$ 2,729,642</u>	<u>\$ 5,967,999</u>	<u>\$ 301,946</u>
<b>DEBT SERVICE FUND</b>				
Debt Service	\$ -	\$ 3,561,777	\$ 3,561,079	\$ 698
<b>CAPITAL PROJECTS FUNDS</b>				
CIP - Sales Tax	\$ 2,889,721	\$ 2,702,465	\$ 5,592,186	\$ -
CIP - Park & Recreation	149,861	-	149,861	-
CIP - Wastewater	349,765	-	349,765	-
CIP - Wastewater Reg	4,226,095	1,400,000	5,626,095	-
CIP - City Hall	259,463	112,126	371,589	-
CIP - Storm Sewer	36,396	-	36,396	-
2008B GO Bond	15,289	-	15,289	-
2010 GO Bond	85,466	-	85,466	-
2012 GO Bond	330,878	-	330,878	-
2014 GO Bond	1,440,000	-	1,440,000	-
Capital Projects Funds	<u>\$ 9,782,934</u>	<u>\$ 4,214,591</u>	<u>\$ 13,997,525</u>	<u>\$ -</u>



**CITY OF BARTLESVILLE**  
2014-15 Operating Budget  
Estimated Change in Fund Equity – All Funds  
(continued)

<b>FUND</b>	<b>FUND BALANCE JULY 1, 2014</b>	<b>ADDITIONS</b>	<b>REDUCTIONS</b>	<b>FUND BALANCE JUNE 30, 2015</b>
<b>ENTERPRISE FUNDS</b>				
Wastewater Operating	\$ 80,693	\$ 3,801,835	\$ 3,805,189	\$ 77,339
Water Operating	120,199	7,723,968	7,687,211	156,956
Sanitation Operating	779,645	4,355,632	4,240,214	895,063
Municipal Golf Course	18,218	446,516	450,509	14,225
Sooner Pool	33,101	55,576	88,677	-
Frontier Pool	13,642	127,280	140,922	-
Enterprise Funds	<u>\$ 1,045,498</u>	<u>\$ 16,510,807</u>	<u>\$ 16,412,722</u>	<u>\$ 1,143,583</u>
<b>INTERNAL SERVICE FUNDS</b>				
Workers' Compensation	\$ 220,844	\$ 204,156	\$ 425,000	\$ -
Health Insurance	464,304	2,721,696	3,186,000	-
Auto Collision Insurance	252,175	-	252,175	-
Stabilization Reserve	3,180,333	652,138	-	3,832,471
Capital Reserve	1,465,340	1,760,000	1,980,500	1,244,840
Internal Service Funds	<u>\$ 5,582,996</u>	<u>\$ 5,337,990</u>	<u>\$ 5,843,675</u>	<u>\$ 5,077,311</u>
<b>FIDUCIARY FUNDS</b>				
Mausoleum Trust	\$ 10,724	\$ -	\$ 10,724	\$ -
<b>BARTLESVILLE MUNICIPAL AUTHORITY FUNDS</b>				
BMA - Wastewater	\$ (183,949)	\$ 4,072,231	\$ 3,834,835	\$ 53,447
BMA - Water	5,177,126	8,092,406	11,266,084	2,003,448
BMA - General	(127)	127	-	-
BMA Funds	<u>\$ 4,993,050</u>	<u>\$ 12,164,764</u>	<u>\$ 15,100,919</u>	<u>\$ 2,056,895</u>
<b>All Funds Total</b>	<u><b>\$ 26,358,986</b></u>	<u><b>\$ 63,839,196</b></u>	<u><b>\$ 80,855,008</b></u>	<u><b>\$ 9,343,174</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.

***CITY OF BARTLESVILLE***  
2014-15 Operating Budget  
Estimated Change in Fund Equity – All Funds  
(continued)

The only fund with a large anticipated variances in fund balance is the BMA – Water Fund. The BMA – Water Fund has a substantial planned use of fund balance in this fiscal year. This fund may require phased rate increases as described in the City Manager’s Letter included in 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 through transfers to the Capital Reserve Fund.

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 and the amounts contained in the Capital Reserve Fund should be included when considering the overall financial health of these funds.

# CITY OF BARTLESVILLE

## 2014-15 Operating Budget

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

<i>FUND &amp; DEPARTMENT</i>	<i>2013-14 BUDGET</i>	<i>2014-15 BUDGET</i>	<i>% INCREASE (DECREASE)</i>
<b>GENERAL FUND</b>			
<b>General Fund:</b>			
City Council			
Contractual Services	\$ 24,400	\$ 25,300	3.7%
Materials and Supplies	2,900	2,400	-17.2%
City Council Total	<u>\$ 27,300</u>	<u>\$ 27,700</u>	<u>1.5%</u>
Administration			
Personnel Services	\$ 566,846	\$ 577,987	2.0%
Contractual Services	64,501	78,789	22.2%
Materials and Supplies	29,865	13,290	-55.5%
Administration Total	<u>\$ 661,212</u>	<u>\$ 670,066</u>	<u>1.3%</u>
Accounting and Finance			
Personnel Services	\$ 1,003,555	\$ 1,003,538	0.0%
Contractual Services	428,010	396,600	-7.3%
Materials and Supplies	9,000	31,150	246.1%
Accounting and Finance Total	<u>\$ 1,440,565</u>	<u>\$ 1,431,288</u>	<u>-0.6%</u>
Legal			
Personnel Services	\$ 149,944	\$ 146,817	-2.1%
Contractual Services	47,205	40,900	-13.4%
Materials and Supplies	50	-	-100.0%
Legal Total	<u>\$ 197,199</u>	<u>\$ 187,717</u>	<u>-4.8%</u>
Building & Neighbor Service			
Personnel Services	\$ 433,255	\$ 409,360	-5.5%
Contractual Services	149,500	90,400	-39.5%
Materials and Supplies	21,600	18,500	-14.4%
Building & Neighbor Service Total	<u>\$ 604,355</u>	<u>\$ 518,260</u>	<u>-14.2%</u>
Building Maintenance			
Personnel Services	\$ 461,778	\$ 448,082	-3.0%
Contractual Services	71,300	72,429	1.6%
Materials and Supplies	17,461	16,950	-2.9%
Building Maintenance Total	<u>\$ 550,539</u>	<u>\$ 537,461</u>	<u>-2.4%</u>

# **CITY OF BARTLESVILLE**

## 2014-15 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2013-14 BUDGET</b>	<b>2014-15 BUDGET</b>	<b>% INCREASE (DECREASE)</b>
<b>General Services</b>			
Contractual Services	\$ 1,041,050	\$ 732,611	-29.6%
Materials and Supplies	44,000	32,500	-26.1%
General Services Total	<u>\$ 1,085,050</u>	<u>\$ 765,111</u>	<u>-29.5%</u>
<b>Cemetery</b>			
Personnel Services	\$ 49,972	\$ 50,909	1.9%
Contractual Services	8,775	8,900	1.4%
Materials and Supplies	6,925	5,450	-21.3%
Cemetery Total	<u>\$ 65,672</u>	<u>\$ 65,259</u>	<u>-0.6%</u>
<b>Community Development</b>			
Personnel Services	\$ 281,917	\$ 278,726	-1.1%
Contractual Services	63,500	61,760	-2.7%
Materials and Supplies	6,400	4,500	-29.7%
Community Development Total	<u>\$ 351,817</u>	<u>\$ 344,986</u>	<u>-1.9%</u>
<b>Technical Services</b>			
Contractual Services	\$ 66,100	\$ 65,653	-0.7%
Materials and Supplies	500	500	0.0%
Technical Services Total	<u>\$ 66,600</u>	<u>\$ 66,153</u>	<u>-0.7%</u>
<b>Engineering</b>			
Personnel Services	\$ 451,319	\$ 440,869	-2.3%
Contractual Services	24,750	23,000	-7.1%
Materials and Supplies	9,500	9,000	-5.3%
Engineering Total	<u>\$ 485,569</u>	<u>\$ 472,869</u>	<u>-2.6%</u>
<b>Fleet Maintenance</b>			
Personnel Services	\$ 308,201	\$ 324,299	5.2%
Contractual Services	19,867	21,367	7.6%
Materials and Supplies	39,563	37,599	-5.0%
Fleet Maintenance Total	<u>\$ 367,631</u>	<u>\$ 383,265</u>	<u>4.3%</u>
<b>Fire</b>			
Personnel Services	\$ 4,808,287	\$ 4,937,113	2.7%
Contractual Services	139,787	142,485	1.9%
Materials and Supplies	151,620	142,273	-6.2%
Fire Total	<u>\$ 5,099,694</u>	<u>\$ 5,221,871</u>	<u>2.4%</u>

# **CITY OF BARTLESVILLE**

## 2014-15 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2013-14 BUDGET</b>	<b>2014-15 BUDGET</b>	<b>% INCREASE (DECREASE)</b>
<b>Police</b>			
Personnel Services	\$ 4,238,491	\$ 4,208,004	-0.7%
Contractual Services	275,400	279,400	1.5%
Materials and Supplies	298,900	298,900	0.0%
Police Total	<u>\$ 4,812,791</u>	<u>\$ 4,786,304</u>	<u>-0.6%</u>
<b>Street</b>			
Personnel Services	\$ 616,021	\$ 637,000	3.4%
Contractual Services	230,827	227,997	-1.2%
Materials and Supplies	334,422	305,690	-8.6%
Street Total	<u>\$ 1,181,270</u>	<u>\$ 1,170,687</u>	<u>-0.9%</u>
<b>Library</b>			
Personnel Services	\$ 974,667	\$ 944,903	-3.1%
Contractual Services	161,500	153,210	-5.1%
Materials and Supplies	112,600	113,900	1.2%
Library Total	<u>\$ 1,248,767</u>	<u>\$ 1,212,013</u>	<u>-2.9%</u>
<b>History Museum</b>			
Personnel Services	\$ 167,917	\$ 167,726	-0.1%
Contractual Services	7,900	6,900	-12.7%
Materials and Supplies	8,000	8,650	8.1%
History Museum Total	<u>\$ 183,817</u>	<u>\$ 183,276</u>	<u>-0.3%</u>
<b>Park and Recreation</b>			
Personnel Services	\$ 590,035	\$ 519,119	-12.0%
Contractual Services	124,032	99,300	-19.9%
Materials and Supplies	112,000	114,000	1.8%
Park and Recreation Total	<u>\$ 826,067</u>	<u>\$ 732,419</u>	<u>-11.3%</u>
<b>Transfers Out</b>			
To E-911 Fund	\$ 418,313	\$ 504,629	20.6%
To Doenges Memorial Stadium	-	53,079	N/A
To Adams Golf Course	18,551	148,416	700.0%
To Sooner Pool	22,443	25,876	15.3%
To Frontier Pool	14,381	60,280	319.2%
To Auto Collision Insurance	28,243	-	-100.0%
To Stabilization Reserve	393,760	391,380	-0.6%
Total Transfers Out	<u>\$ 895,691</u>	<u>\$ 1,183,660</u>	<u>32.2%</u>

# CITY OF BARTLESVILLE

## 2014-15 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2013-14 BUDGET</b>	<b>2014-15 BUDGET</b>	<b>% INCREASE (DECREASE)</b>
<b>Reserves</b>			
Compensated Absences Reserve	630,833	637,741	1.1%
Severance Reserve	125,000	125,000	0.0%
Contingency	-	-	N/A
Total Reserves	<u>\$ 755,833</u>	<u>\$ 762,741</u>	<u>0.9%</u>
<b>Total General Fund</b>	<u><b>\$ 20,907,439</b></u>	<u><b>\$ 20,723,106</b></u>	<u><b>-0.9%</b></u>
<b>ENTERPRISE FUNDS</b>			
<b>Wastewater Operating Fund:</b>			
<b>Wastewater Treatment Plant</b>			
Contractual Services	\$ 2,072,540	\$ 2,235,954	7.9%
Capital Outlay	-	-	N/A
Wastewater Treatment Plant Total	<u>\$ 2,072,540</u>	<u>\$ 2,235,954</u>	<u>7.9%</u>
<b>Wastewater Maintenance</b>			
Personnel Services	\$ 663,985	\$ 668,784	0.7%
Contractual Services	64,200	76,900	19.8%
Materials and Supplies	75,000	88,200	17.6%
Capital Outlay	-	-	N/A
Wastewater Maintenance Total	<u>\$ 803,185</u>	<u>\$ 833,884</u>	<u>3.8%</u>
<b>Transfers Out</b>			
To General Fund	\$ 768,841	\$ 673,954	-12.3%
To BMA - Water Fund	148,040	-	-100.0%
To Auto Collision Reserve Fund	-	-	N/A
To Stabilization Reserve Fund	57,715	61,397	6.4%
To Capital Reserve Fund	550,000	-	-100.0%
Total Transfers Out	<u>\$ 1,524,596</u>	<u>\$ 735,351</u>	<u>-51.8%</u>
<b>Reserves</b>			
Contingency	\$ 58,242	\$ 61,397	5.4%
Compensated Absences Reserve	16,795	15,942	-5.1%
Total Reserves	<u>\$ 75,037</u>	<u>\$ 77,339</u>	<u>3.1%</u>
<b>Total Wastewater Operating</b>	<u><b>\$ 4,475,358</b></u>	<u><b>\$ 3,882,528</b></u>	<u><b>-13.2%</b></u>

# CITY OF BARTLESVILLE

## 2014-15 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2013-14 BUDGET</b>	<b>2014-15 BUDGET</b>	<b>% INCREASE (DECREASE)</b>
<b>Water Operating Fund:</b>			
Water Plant			
Personnel Services	\$ 892,160	\$ 885,648	-0.7%
Contractual Services	1,081,800	882,536	-18.4%
Materials and Supplies	927,420	937,556	1.1%
Capital Outlay	-	-	N/A
Water Plant Total	<u>\$ 2,901,380</u>	<u>\$ 2,705,740</u>	<u>-6.7%</u>
Water Administration			
Personnel Services	\$ 237,917	\$ 232,817	-2.1%
Contractual Services	81,300	63,100	-22.4%
Materials and Supplies	6,950	7,200	3.6%
Capital Outlay	-	-	N/A
Water Administration Total	<u>\$ 326,167</u>	<u>\$ 303,117</u>	<u>-7.1%</u>
Water Distribution			
Personnel Services	\$ 1,275,373	\$ 1,151,155	-9.7%
Contractual Services	28,825	21,950	-23.9%
Materials and Supplies	305,875	310,575	1.5%
Capital Outlay	-	-	N/A
Water Distribution Total	<u>\$ 1,610,073</u>	<u>\$ 1,483,680</u>	<u>-7.9%</u>
Transfers Out			
To General	\$ 1,208,178	\$ 1,573,356	30.2%
To Auto Collision Insurance	-	-	N/A
To Stabilization Reserve	120,916	121,318	0.3%
To Capital Reserve	1,500,000	1,500,000	0.0%
Total Transfers Out	<u>\$ 2,829,094</u>	<u>\$ 3,194,674</u>	<u>12.9%</u>
Reserves			
Contingency	\$ 91,794	\$ 89,851	-2.1%
Compensated Absences Reserve	74,797	67,105	-10.3%
Total Reserves	<u>\$ 166,591</u>	<u>\$ 156,956</u>	<u>-5.8%</u>
Total Water Operating	<u>\$ 7,833,305</u>	<u>\$ 7,844,167</u>	<u>0.1%</u>
<b>Sanitation Operating Fund:</b>			
Sanitation			
Personnel Services	\$ 2,030,925	\$ 1,744,975	-14.1%
Contractual Services	837,288	837,288	0.0%
Materials and Supplies	370,954	370,954	0.0%
Capital Outlay	546,645	-	-100.0%
Sanitation Total	<u>\$ 3,785,812</u>	<u>\$ 2,953,217</u>	<u>-22.0%</u>

# CITY OF BARTLESVILLE

## 2014-15 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2013-14 BUDGET</b>	<b>2014-15 BUDGET</b>	<b>% INCREASE (DECREASE)</b>
Transfers Out			
To General	\$ 768,841	\$ 948,954	23.4%
To Auto Collision Insurance	-	-	N/A
To Stabilization Reserve	80,160	78,043	-2.6%
To Capitalization Reserve	260,000	260,000	0.0%
Total Transfers Out	<u>\$ 1,109,001</u>	<u>\$ 1,286,997</u>	<u>16.1%</u>
Reserves			
Contingency	\$ 61,029	\$ 59,064	-3.2%
Compensated Absences Reserve	72,466	68,630	-5.3%
Total Reserves	<u>\$ 133,495</u>	<u>\$ 127,694</u>	<u>-4.3%</u>
Total Sanitation Operating	<u>\$ 5,028,308</u>	<u>\$ 4,367,908</u>	<u>-13.1%</u>
<b>Municipal Golf Course Fund:</b>			
Golf Course			
Personnel Services	\$ 208,368	\$ 211,726	1.6%
Contractual Services	144,502	139,583	-3.4%
Materials and Supplies	106,599	99,200	-6.9%
Capital Outlay	-	-	N/A
Golf Course Total	<u>\$ 459,469</u>	<u>\$ 450,509</u>	<u>-2.0%</u>
Reserves			
Contingency	\$ 9,354	\$ 9,010	-3.7%
Compensated Absences Reserve	4,748	5,215	9.8%
Total Reserves	<u>\$ 14,102</u>	<u>\$ 14,225</u>	<u>0.9%</u>
Total Municipal Golf Course	<u>\$ 473,571</u>	<u>\$ 464,734</u>	<u>-1.9%</u>
<b>Sooner Pool Fund:</b>			
Swimming pool			
Personnel Services	\$ 59,560	\$ 54,138	-9.1%
Contractual Services	7,100	10,400	46.5%
Materials and Supplies	19,800	22,400	13.1%
Contingency	1,881	1,739	-7.5%
Swimming pool Total	<u>\$ 88,341</u>	<u>\$ 88,677</u>	<u>0.4%</u>
<b>Frontier Pool Fund:</b>			
Swimming pool			
Personnel Services	\$ 84,250	\$ 91,059	8.1%
Contractual Services	16,000	16,800	5.0%
Materials and Supplies	28,300	30,300	7.1%
Contingency	2,583	2,763	7.0%
Swimming pool Total	<u>\$ 131,133</u>	<u>\$ 140,922</u>	<u>7.5%</u>
<b>Total Enterprise Funds</b>	<u><b>\$ 18,030,016</b></u>	<u><b>\$ 16,788,936</b></u>	<u><b>-6.9%</b></u>

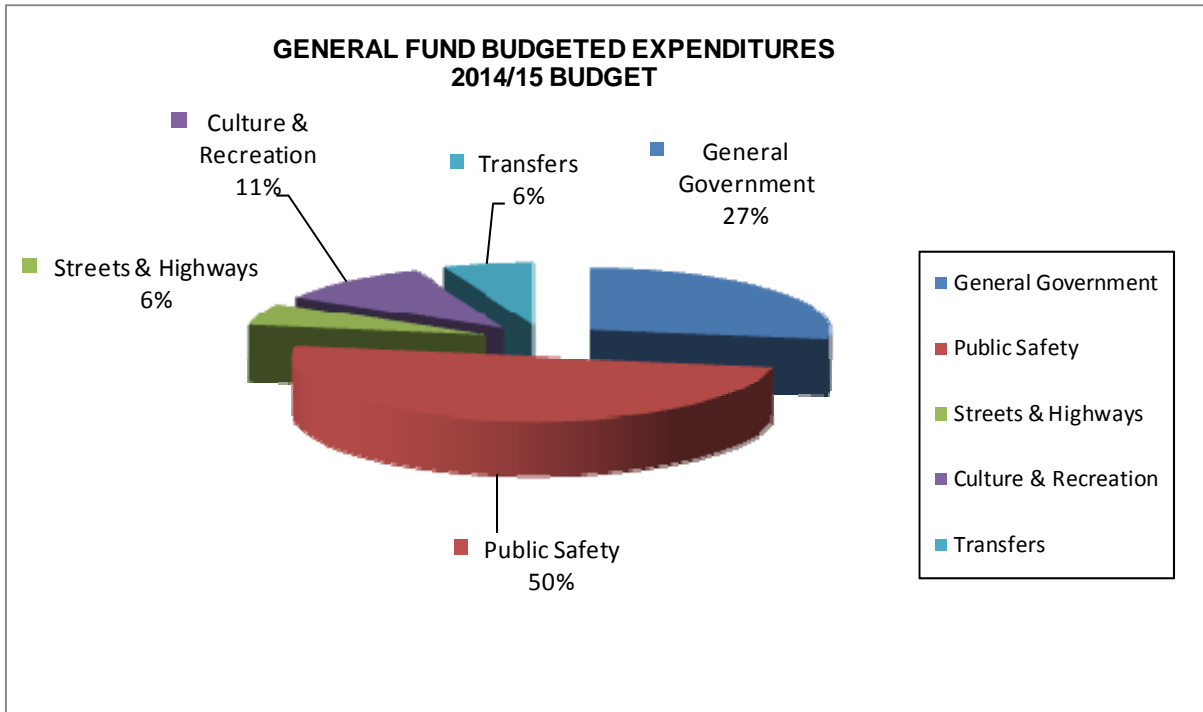
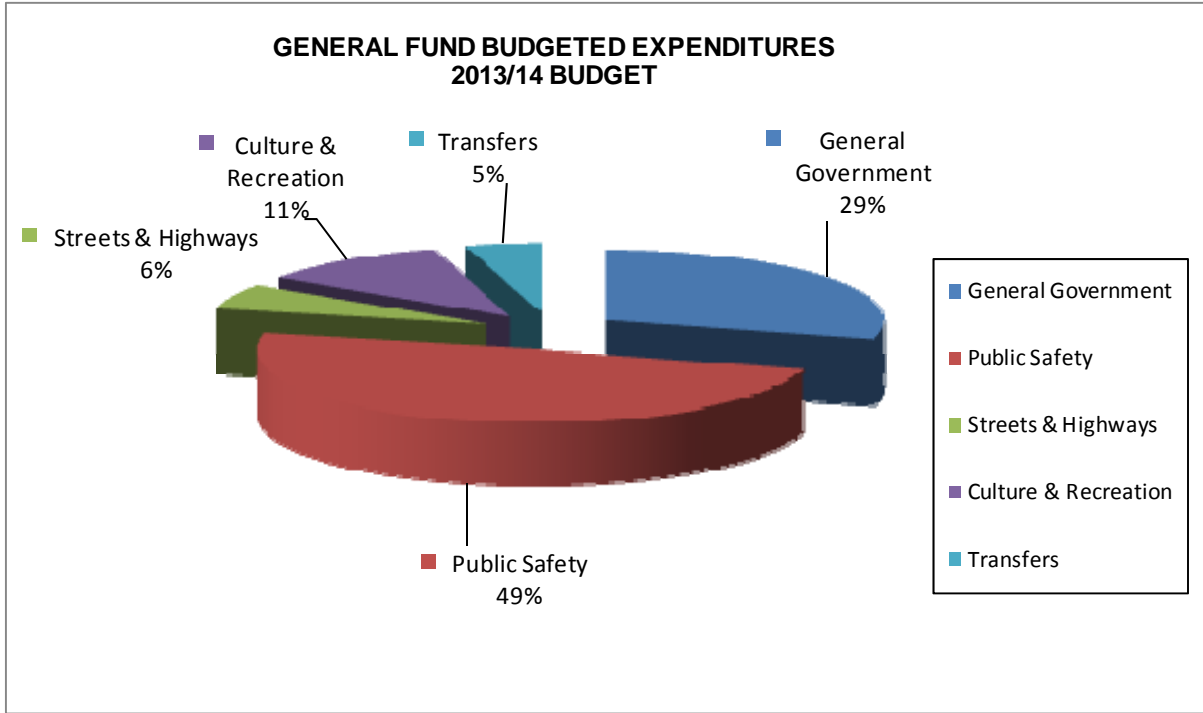


# GENERAL FUND



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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Expenditure Graphs



**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Expenditure Summary by Function

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>
City Council	\$ 25,543	\$ 27,300	\$ 12,735	\$ 27,700
Administration	594,679	661,212	615,081	670,066
Accounting and Finance	1,332,221	1,440,565	1,416,804	1,431,288
Legal	168,807	197,199	185,872	187,717
Building and Neighborhood Services	517,660	604,355	554,964	518,260
Building Maintenance	494,904	550,539	540,067	537,461
General Services	1,040,952	1,085,050	1,082,079	765,111
Cemetery	56,159	65,672	59,681	65,259
Community Development	330,472	351,817	342,646	344,986
Technical Services	60,525	66,600	48,212	66,153
Engineering	445,097	485,569	473,135	472,869
Fleet Maintenance	345,291	367,631	352,031	383,265
Fire	4,938,330	5,099,694	5,001,628	5,221,871
Police	4,632,057	4,812,791	4,885,902	4,786,304
Street	1,082,473	1,181,270	1,135,999	1,170,687
Library	1,134,347	1,248,767	1,175,703	1,212,013
History Museum	161,959	183,817	175,827	183,276
Park and Recreation	698,950	826,067	806,118	732,419
Swimming Pools	-	-	-	-
Transfer Out:				
To E-911 Fund	343,119	418,313	418,313	504,629
To Doenges Memorial Stadium	43,552	-	-	53,079
To Adams Golf Course	75,123	18,551	18,551	148,416
To Sooner Pool	37,313	22,443	22,443	25,876
To Frontier Pool	24,744	14,381	14,381	60,280
To Auto Collision Insurance	-	28,243	28,243	-
To Stabilization Reserve	818,328	393,760	393,760	391,380
Reserves:				
Compensated Absences Reserve	-	630,833	-	637,741
Severance Reserve	-	125,000	-	125,000
Contingency	-	-	-	-
<b>Total Expenditures and Reserves</b>	<b><u>\$ 19,402,605</u></b>	<b><u>\$ 20,907,439</u></b>	<b><u>\$ 19,760,175</u></b>	<b><u>\$ 20,723,106</u></b>

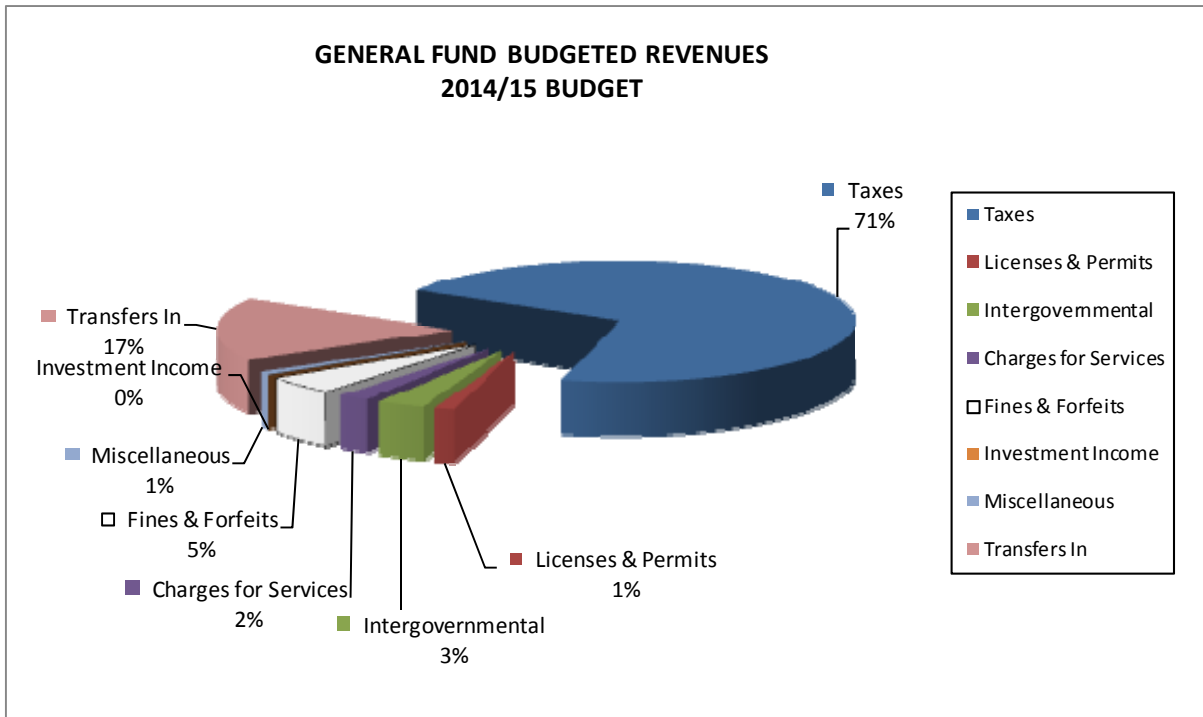
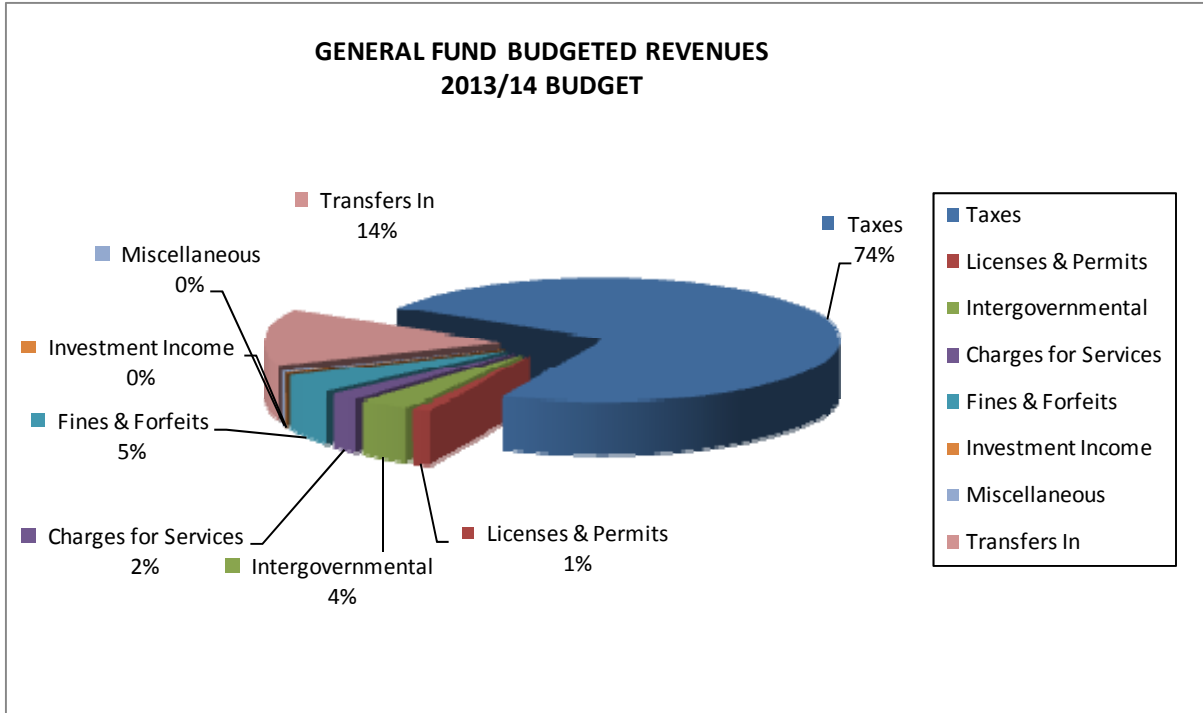
**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**General Fund – Expenditure Summary by Line Item**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 9,925,964	\$10,162,500	\$10,157,586	\$10,316,300	\$ 9,985,300	\$ 9,985,300
51120 OVERTIME	480,025	493,000	438,123	537,000	572,000	572,000
51130 FICA	552,811	602,800	556,008	614,100	597,100	597,100
51140 GROUP INSURANCE	1,522,085	2,016,468	2,120,824	2,236,524	2,236,524	2,236,524
51150 DB RETIREMENT	772,793	803,700	759,935	730,900	717,900	717,900
51155 DC RETIREMENT	33,063	48,300	43,521	48,300	47,300	47,300
51160 PENSION	741,477	846,000	780,683	850,000	813,000	813,000
51170 WORKER'S COMPENSATION	66,926	129,437	129,437	125,328	125,328	125,328
51180 UNEMPLOYMENT COMP	2,980	-	2,324	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$14,098,124</b>	<b>\$15,102,205</b>	<b>\$14,988,441</b>	<b>\$15,458,452</b>	<b>\$15,094,452</b>	<b>\$15,094,452</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 358,944	\$ 391,430	\$ 318,363	\$ 409,900	\$ 368,759	\$ 368,759
52210 FINANCIAL SERVICES	158,494	163,050	145,203	169,400	169,400	169,400
52310 UTILITIES & COMMUNICATIONS	506,140	552,625	575,350	589,451	583,451	583,451
52410 PROFESSIONAL SERVICES	194,695	168,800	128,187	152,625	150,625	150,625
52510 OTHER SERVICES	641,738	770,299	687,210	757,219	650,001	650,001
52610 MAINT. & REPAIR SERVICE	221,887	236,950	207,130	250,865	233,740	233,740
52710 OPERATIONAL SERVICES	304,147	306,050	297,762	306,000	1,000	1,000
52810 INSURANCE & BONDS	327,235	359,200	353,771	370,025	370,025	370,025
52950 MISCELLANEOUS	-	-	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 2,713,280</b>	<b>\$ 2,948,404</b>	<b>\$ 2,712,976</b>	<b>\$ 3,005,485</b>	<b>\$ 2,527,001</b>	<b>\$ 2,527,001</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 55,977	\$ 53,175	\$ 63,220	\$ 82,450	\$ 75,300	\$ 75,300
53210 JANITORIAL SUPPLIES	28,147	29,315	25,359	30,950	30,950	30,950
53310 GENERAL SUPPLIES	354,940	327,335	272,604	295,403	292,003	292,003
53410 TOOLS & EQUIPMENT	18,051	16,324	16,015	18,124	16,299	16,299
53510 FUEL	310,065	304,675	331,555	313,195	295,200	295,200
53610 MAINT. & REPAIR MATERIALS	467,994	474,482	453,564	487,232	445,500	445,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,235,174</b>	<b>\$ 1,205,306</b>	<b>\$ 1,162,317</b>	<b>\$ 1,227,354</b>	<b>\$ 1,155,252</b>	<b>\$ 1,155,252</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Expenditure Summary by Line Item  
 (continued)

<b>CAPITAL OUTLAY</b>	<b>2011-12 ACTUAL</b>	<b>2012-13 BUDGET</b>	<b>2012-13 ESTIMATE</b>	<b>2013-14 REQUEST</b>	<b>CITY MGR REC</b>	<b>2013-14 APPROVED</b>
55910 LAND	\$ -	\$ -	\$ 750	\$ -	\$ -	\$ -
55940 MACHINERY & EQUIPMENT	8,010	-	-	-	-	-
55950 OFFICE EQUIP & FURNISH	5,838	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 13,848</b>	<b>\$ -</b>	<b>\$ 750</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TRANSFERS OUT</b>						
59207 E 9-1-1 FUND	\$ 343,119	\$ 418,313	\$ 418,313	\$ 504,629	\$ 504,629	\$ 504,629
59276 DOENGES MEMORIAL STADIUM	43,552	-	-	54,079	53,079	53,079
59513 ADAMS GOLF COURSE	75,123	18,551	18,551	148,416	148,416	148,416
59515 FRONTIER POOL	37,313	22,443	22,443	25,876	25,876	25,876
59516 SOONER POOL	24,744	14,381	14,381	60,280	60,280	60,280
59663 AUTO COLLISION INSURANCE	-	28,243	28,243	-	-	-
59670 STABILIZATION RESERVE	818,328	393,760	393,760	409,691	391,380	391,380
59675 CAPITAL RESERVE	-	-	-	-	-	-
<b>TOTAL TRANSFERS</b>	<b>\$ 1,342,179</b>	<b>\$ 895,691</b>	<b>\$ 895,691</b>	<b>\$ 1,202,971</b>	<b>\$ 1,183,660</b>	<b>\$ 1,183,660</b>
<b>TOTAL BUDGET</b>	<b>\$19,402,605</b>	<b>\$20,151,606</b>	<b>\$19,760,175</b>	<b>\$20,894,262</b>	<b>\$19,960,365</b>	<b>\$19,960,365</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Revenue Graphs



**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Revenue Summary by Source

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Sales Tax	\$ 12,310,105	\$ 12,524,526	\$ 12,160,977	\$ 12,160,977
Hotel-Motel Tax	299,728	305,300	297,762	-
Franchise Tax	1,423,739	1,347,200	1,499,267	1,498,100
Licenses & Permits	249,187	241,500	265,121	266,700
Intergovernmental	692,608	691,295	659,554	634,749
Charges for Services	424,982	394,900	418,919	415,733
Fines and Forfeits	959,944	914,200	964,996	964,900
Interest and Investment Income	26,981	30,600	-	-
Donations and Miscellaneous	225,153	80,400	288,058	182,202
Transfer In:				
Wastewater	702,684	768,841	768,841	873,954
Water	1,104,217	1,208,178	1,208,178	1,373,356
Sanitation	702,684	768,841	768,841	948,954
BHMTA	2,500	2,500	-	-
Fund Balance	<u>1,990,176</u>	<u>1,616,081</u>	<u>1,863,142</u>	<u>1,403,481</u>
<b>Total Available for Appropriation</b>	<b><u><u>\$ 21,114,688</u></u></b>	<b><u><u>\$ 20,894,362</u></u></b>	<b><u><u>\$ 21,163,656</u></u></b>	<b><u><u>\$ 20,723,106</u></u></b>



***CITY OF BARTLESVILLE***  
 2014-15 Operating Budget  
 General Fund – Personnel Summary

<b>PERSONNEL COUNTS BY DEPARTMENT</b>	<b>2012-13 ACTUAL FTEs</b>	<b>2013-14 BUDGETED FTEs</b>	<b>2013-14 ACTUAL FTEs</b>	<b>2014-15 BUDGETED FTEs</b>
Administration	6	6	6	6
Accounting and Finance	16	16	16	16
Legal	2.23	2.23	2.23	2.23
Building and Neighbor Services	7	7	7	6
Building Maintenance	8	6	6	6
Cemetery	1	1	1	1
Community Development	3	3	3	3
Engineering	9	8	8	8
Fleet Maintenance	4	4	4	4
Fire	70	70	70	67
Police	66	66	66	63
Street	11	11	11	11
Library	17.47	17.47	17.47	17.47
History Museum	3.85	3.85	3.85	3.85
Park and Recreation	8	9.5	9.5	8
<b>Total Personnel</b>	<b>232.55</b>	<b>231.05</b>	<b>231.05</b>	<b>222.55</b>

***CITY OF BARTLESVILLE***  
 2014-15 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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2014 Accomplishments:
 

- Collaborated with Bartlesville ISD 30 to obtain loans to assist in funding Capital Improvements
- Completion of AMI Meter Project
- Implementation of Solid Waste Poly Cart Program

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2015 Objectives:
 

- Continue to lobby for WRDA Initiatives
- Continue to build trust between City Council & Constituents

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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>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$25,543</b>	<b>\$27,300</b>	<b>\$12,735</b>	<b>\$27,700</b>	<b>\$27,700</b>

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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – City Council – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
52110 EMPLOYMENT SERVICES	\$ 3,503	\$ 7,050	\$ 4,123	\$ 9,950	\$ 9,950	\$ 9,950
52410 PROFESSIONAL SERVICES	847	3,300	-	3,300	3,300	3,300
52510 OTHER SERVICES	19,393	14,050	6,769	12,050	12,050	12,050
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 23,743</b>	<b>\$ 24,400</b>	<b>\$ 10,892</b>	<b>\$ 25,300</b>	<b>\$ 25,300</b>	<b>\$ 25,300</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ 100	\$ 320	\$ 400	\$ 400	\$ 400
53310 GENERAL SUPPLIES	1,800	2,800	1,523	2,000	2,000	2,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,800</b>	<b>\$ 2,900</b>	<b>\$ 1,843</b>	<b>\$ 2,400</b>	<b>\$ 2,400</b>	<b>\$ 2,400</b>
<b>TOTAL BUDGET</b>	<b>\$ 25,543</b>	<b>\$ 27,300</b>	<b>\$ 12,735</b>	<b>\$ 27,700</b>	<b>\$ 27,700</b>	<b>\$ 27,700</b>

***CITY OF BARTLESVILLE***  
2014-15 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, fostering a positive relationship with employees while performing personnel duties and to seek out and administer grant funding for the City.

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

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2014 Accomplishments:

- Engaged a consultant to assist Bartlesville in the ACA transition, to evaluate and vet vendors and to make sure the City health plan is operating within industry benchmarks and at maximum efficiency
- Updated Service Award Program. Implemented a catalog system allowing employees to choose awards
- Placed six AED units and provided onsite training
- Received Certified Healthy Business & Community Certification
- Obtained a grant for bulletproof vests and radars for Police Dept

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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Administration – Summary  
 (continued)

- 2015 Objectives:
- Implement Wellness Initiatives including the opening of a onsite wellness facility
  - Update Health Plan as needed to proactive manage the plan and comply with ACA provisions
  - Implement changes to the Workers’ Compensation policy to reflect changes made by the new commission and to proactively manage our self-funded plan
  - Update Hazard Mitigation Plan
  - Implementation of projects for 2013 Healthy Communities Incentives Grant

Budget Highlights: The major budgeted expenditures for Administration are personnel expenditures for the City Manager, Human Resources Director, Grants Administrator and their employees. The Educational reimbursements program will be reinstated for the City as a whole as the budget allows.

<b>FUND 101 GENERAL DEPT 120 ADMINISTRATION</b>				
<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$594,679</b>	<b>\$661,212</b>	<b>\$615,081</b>	<b>\$670,066</b>	<b>\$670,066</b>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**General Fund – Administration – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 381,677	\$ 402,000	\$ 402,344	\$ 407,000	\$ 407,000	\$ 407,000
51120 OVERTIME	-	1,000	-	2,000	2,000	2,000
51130 FICA	27,866	31,000	28,918	32,000	32,000	32,000
51140 GROUP INSURANCE	30,086	44,861	44,861	53,452	53,452	53,452
51150 DB RETIREMENT	82,623	86,000	85,795	81,000	81,000	81,000
51155 DC RETIREMENT	650	1,000	874	2,000	2,000	2,000
51170 WORKER'S COMPENSATION	463	985	985	535	535	535
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 523,365</b>	<b>\$ 566,846</b>	<b>\$ 563,777</b>	<b>\$ 577,987</b>	<b>\$ 577,987</b>	<b>\$ 577,987</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 41,064	\$ 50,000	\$ 31,689	\$ 58,588	\$ 59,947	\$ 59,947
52310 UTILITIES & COMMUNICATIONS	1,905	2,725	1,966	2,725	2,725	2,725
52410 PROFESSIONAL SERVICES	1,049	2,500	703	2,500	2,500	2,500
52510 OTHER SERVICES	5,123	8,776	943	10,405	13,117	13,117
52610 MAINT. & REPAIR SERVICE	-	500	-	500	500	500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 49,141</b>	<b>\$ 64,501</b>	<b>\$ 35,301</b>	<b>\$ 74,718</b>	<b>\$ 78,789</b>	<b>\$ 78,789</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 11,138	\$ 6,300	\$ 2,407	\$ 6,300	\$ 6,300	\$ 6,300
53210 JANITORIAL SUPPLIES	38	65	4	-	-	-
53310 GENERAL SUPPLIES	10,826	23,500	13,540	6,990	6,990	6,990
53610 MAINT. & REPAIR MATERIALS	171	-	52	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 22,173</b>	<b>\$ 29,865</b>	<b>\$ 16,003</b>	<b>\$ 13,290</b>	<b>\$ 13,290</b>	<b>\$ 13,290</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 594,679</b>	<b>\$ 661,212</b>	<b>\$ 615,081</b>	<b>\$ 665,995</b>	<b>\$ 670,066</b>	<b>\$ 670,066</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Administration – Personnel and Capital Detail

FUND 101 GENERAL  
 DEPT 120 ADMINISTRATION

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGTED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 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	1	1	1	1
HR Assistant	1	1	1	1
Grants Administrator	1	1	1	1
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>

***CITY OF BARTLESVILLE***  
2014-15 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 Administrative Director/CFO, 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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- 2014 Accomplishments:
- Continued the use of sound financial practices and maintained the City's AA- bond rating
  - Applied for an obtained the GFOA's distinguished budget award for the 8<sup>th</sup> straight year
  - Received an unqualified opinion on our financial statement audit
  - Implemented an onsite, automated mailing system that will realize substantial savings and increase the City's flexibility for utility bills and other mass mailings
  - Fully integrated the collections process for the Utility Billing Division
  - Implemented an automated phone system capable of taking payments after hours
  - Integrated the water department's AMI system into the billing system which increased customer service and streamlined operations
  - Switched to a cycle billing system for utility billing which smoothed cash flow and workload throughout the month



**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Accounting and Finance – Summary  
 (continued)

- 2015 Objectives:
- Apply for an obtain the GFOA’s distinguished budget award for the 9<sup>th</sup> straight year
  - Continue the use of sound financial practices aimed at retaining the City’s AA- bond rating
  - Implement a city-wide ERP system that will increase efficiencies and reporting capabilities
  - Continue to receive unqualified opinions on our financial statement audits

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>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$1,332,221</b>	<b>\$1,440,565</b>	<b>\$1,416,804</b>	<b>\$1,431,288</b>	<b>\$1,431,288</b>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**General Fund – Accounting and Finance – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 631,987	\$ 679,000	\$ 671,143	\$ 692,000	\$ 692,000	\$ 692,000
51120 OVERTIME	383	1,000	1,472	2,000	2,000	2,000
51130 FICA	46,011	52,000	48,999	53,000	53,000	53,000
51140 GROUP INSURANCE	100,217	143,555	143,555	142,538	142,538	142,538
51150 DB RETIREMENT	109,482	120,000	106,752	104,000	104,000	104,000
51155 DC RETIREMENT	6,772	8,000	9,201	10,000	10,000	10,000
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 894,852</b>	<b>\$ 1,003,555</b>	<b>\$ 981,122</b>	<b>\$ 1,003,538</b>	<b>\$ 1,003,538</b>	<b>\$ 1,003,538</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 18,096	\$ 11,010	\$ 8,277	\$ 6,650	\$ 8,650	\$ 8,650
52210 FINANCIAL SERVICES	152,561	158,000	141,201	164,400	164,400	164,400
52310 UTILITIES & COMMUNICATIONS	2,936	5,000	2,894	5,000	5,000	5,000
52410 PROFESSIONAL SERVICES	58,934	43,000	42,019	42,500	42,500	42,500
52510 OTHER SERVICES	119,457	124,000	108,594	85,400	85,400	85,400
52610 MAINT. & REPAIR SERVICE	77,260	86,700	96,918	90,350	90,350	90,350
52810 INSURANCE & BONDS	-	300	75	300	300	300
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 429,244</b>	<b>\$ 428,010</b>	<b>\$ 399,978</b>	<b>\$ 394,600</b>	<b>\$ 396,600</b>	<b>\$ 396,600</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 5,094	\$ 6,500	\$ 28,444	\$ 28,500	\$ 28,150	\$ 28,150
53310 GENERAL SUPPLIES	1,899	2,500	7,260	3,000	3,000	3,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 6,993</b>	<b>\$ 9,000</b>	<b>\$ 35,704</b>	<b>\$ 31,500</b>	<b>\$ 31,150</b>	<b>\$ 31,150</b>
<b>CAPITAL OUTLAY</b>						
55950 OFFICE EQUIP & FURNISH	\$ 1,132	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 1,132</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,332,221</b>	<b>\$ 1,440,565</b>	<b>\$ 1,416,804</b>	<b>\$ 1,429,638</b>	<b>\$ 1,431,288</b>	<b>\$ 1,431,288</b>

**CITY OF BARTLESVILLE**

2014-15 Operating Budget

General Fund – Accounting and Finance – Personnel and Capital Detail

FUND 101 GENERAL  
DEPT 130 ACCOUNTING & FINANCE

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGTED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 BUDGTED NUMBER OF EMPLOYEES</b>
AD/CFO	1	1	1	1
Internal Services Supervisor	1	1	1	1
Customer Service Supervisor	1	1	1	1
Accountant	1	1	1	1
Purchasing Tech	2	2	2	2
Payroll Administrator	1	1	1	1
Court Clerk	1	1	2	2
Fiscal Tech	8	8	7	7
<b>TOTAL</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>

**CITY OF BARTLESVILLE**  
 2014-15 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.

2014 Accomplishments: • Successfully negotiated the 2013-14 labor agreements with the City’s two unions

2015 Objectives: • Successfully negotiate the 2014-15 labor agreements with the City’s two unions

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>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$168,807</b>	<b>\$197,199</b>	<b>\$185,872</b>	<b>\$187,717</b>	<b>\$187,717</b>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**General Fund – Legal – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 101,894	\$ 122,000	\$ 114,029	119,000	\$ 119,000	\$ 119,000
51130 FICA	7,265	10,000	8,150	10,000	10,000	10,000
51140 GROUP INSURANCE	12,020	17,944	17,944	17,817	17,817	17,817
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 121,179</b>	<b>\$ 149,944</b>	<b>\$ 140,123</b>	<b>\$ 146,817</b>	<b>\$ 146,817</b>	<b>\$ 146,817</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 1,251	\$ 17,205	\$ 938	\$ 10,800	\$ 10,800	\$ 10,800
52410 PROFESSIONAL SERVICES	45,649	30,000	42,365	30,000	30,000	30,000
52510 OTHER SERVICES	628	-	2,446	-	-	-
52810 INSURANCE & BONDS	100	-	-	100	100	100
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 47,628</b>	<b>\$ 47,205</b>	<b>\$ 45,749</b>	<b>\$ 40,900</b>	<b>\$ 40,900</b>	<b>\$ 40,900</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ 25	\$ -	\$ -	\$ -	\$ -
53310 GENERAL SUPPLIES	-	25	-	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ -</b>	<b>\$ 50</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 168,807</b>	<b>\$ 197,199</b>	<b>\$ 185,872</b>	<b>\$ 187,717</b>	<b>\$ 187,717</b>	<b>\$ 187,717</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Legal – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 150 LEGAL**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGTED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 BUDGTED NUMBER OF EMPLOYEES</b>
City Attorney	1	1	1	1
City Judge	1	1	1	1
Bailiff	0.23	0.23	0.23	0.23
<b>TOTAL</b>	<b>2.23</b>	<b>2.23</b>	<b>2.23</b>	<b>2.23</b>

# ***CITY OF BARTLESVILLE***

## **2014-15 Operating Budget**

### **General Fund – Building and Neighborhood Services – Summary**

Department Mission: To ensure all codes and ordinances related to land use, 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 and 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 property maintenance, and the use of property to assure compliance with city codes. The department is also responsible for the registration of rental properties within the city limits.

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2014 Accomplishments:

- Issued 2,550 building related permits, resulting in over \$26.1 million in commercial construction and over \$19.6 million in residential construction (average new single family residential construction value of \$229,624)
- Processed 2,323 nuisance complaints for code compliance, an average of 9.71 complaints per day
- Issued 622 new business licenses
- Processed 77 dilapidated or unsecured structures for removal, maintenance and other code compliance issues
- Prepared for and completed an ISO audit of the Building Code Effectiveness Grading System (BCGES) which resulted in the retention of our current rating of 4 for residential and 4 for commercial (on a scale of 1 to 10 with 1 being exemplary)

**CITY OF BARTLESVILLE**

2014-15 Operating Budget

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

2015 Objectives:

- Continue to develop innovative practices in the development permitting process for maximum efficiency and effectiveness
- Provide quality customer service to the building community in the issuance of required permits within the limits of existing resources
- Respond to the public as efficiently and as quickly as possible in processing code complaints within the limits of existing resources
- Seek ways to improve customer service through the use of web-based online permitting and related services
- Educate the building community and promote energy conservation building practices
- Review and adopt the 2015 Editions of the International Building Codes as approved by the State of Oklahoma Uniform Building Code Commission
- Provide training for the staff, construction industry, and the public on the new State building codes
- Work with the Chamber of Commerce to develop a user-friendly process for small business development, which includes the issuance of business licenses and inspection of new business facilities
- Maintain certification of code enforcement officers through training as required by State law

Budget Highlights:

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

<b>FUND 101 GENERAL DEPT 155 BUILDING &amp; NEIGHBORHOOD SERVICES</b>				
<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
\$517,660	\$604,355	\$554,964	\$518,260	\$518,260



**CITY OF BARTLESVILLE**

2014-15 Operating Budget

General Fund – Building and Neighborhood Services – Line Item Detail

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 254,795	\$ 305,000	\$ 286,406	\$ 302,000	\$ 275,000	\$ 275,000
51130 FICA	18,740	24,000	21,272	24,000	22,000	22,000
51140 GROUP INSURANCE	36,026	53,833	53,833	62,360	62,360	62,360
51150 DB RETIREMENT	44,794	46,000	47,050	47,000	47,000	47,000
51155 DC RETIREMENT	1,190	4,000	2,932	4,000	3,000	3,000
51170 WORKER'S COMPENSATION	518	422	422	-	-	-
51180 UNEMPLOYMENT COMP	1,472	-	662	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 357,535</b>	<b>\$ 433,255</b>	<b>\$ 412,577</b>	<b>\$ 439,360</b>	<b>\$ 409,360</b>	<b>\$ 409,360</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 23,743	\$ 8,000	\$ 25,540	\$ 26,900	\$ 8,900	\$ 8,900
52310 UTILITIES & COMMUNICATIONS	3,052	3,500	2,727	3,300	3,300	3,300
52410 PROFESSIONAL SERVICES	10,000	10,000	11,200	10,000	10,000	10,000
52510 OTHER SERVICES	105,611	125,000	83,677	125,000	65,000	65,000
52610 MAINT. & REPAIR SERVICE	80	3,000	1,585	3,200	3,200	3,200
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 142,486</b>	<b>\$ 149,500</b>	<b>\$ 124,729</b>	<b>\$ 168,400</b>	<b>\$ 90,400</b>	<b>\$ 90,400</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,928	\$ 2,000	\$ 915	\$ 1,200	\$ 1,200	\$ 1,200
53310 GENERAL SUPPLIES	2,356	4,500	914	2,500	2,500	2,500
53410 TOOLS & EQUIPMENT	2,250	3,000	202	2,500	2,500	2,500
53510 FUEL	9,338	9,500	10,354	9,500	9,500	9,500
53610 MAINT. & REPAIR MATERIALS	1,767	2,600	5,273	2,800	2,800	2,800
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 17,639</b>	<b>\$ 21,600</b>	<b>\$ 17,658</b>	<b>\$ 18,500</b>	<b>\$ 18,500</b>	<b>\$ 18,500</b>
<b>TOTAL BUDGET</b>	<b>\$ 517,660</b>	<b>\$ 604,355</b>	<b>\$ 554,964</b>	<b>\$ 626,260</b>	<b>\$ 518,260</b>	<b>\$ 518,260</b>

**CITY OF BARTLESVILLE**

2014-15 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>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGTED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 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 Svc Officer	2	2	2	2
Abatement-Compliance Officer	1	1	1	0
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>6</b>

***CITY OF BARTLESVILLE***  
 2014-15 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, and storm sirens.

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- 2014 Accomplishments:
- Installed new restrooms at Oak Park and Cooper Dog Park
  - Completed renovations to the 2<sup>nd</sup> floor of City Hall
  - Completed renovations at Bartlesville Public Library
  - Remodeled golf course club house
  - Installation of the Veteran’s Memorial Flag
  - Construction of the Solid Waste paint shop
  - Completed HVAC updates at City Hall
- 

- 2015 Objectives:
- Assist with construction of new Public Works Building
  - Start up and maintenance of the pools for the summer
  - Maintenance of downtown lighting
  - Maintenance of storm sirens
  - General maintenance to all City facilities
- 

Budget Highlights: The major budgeted expenditures for the Building Maintenance department are personnel costs and replacement of vehicles and tools.

<b>FUND 101 GENERAL DEPT 160 BUILDING MAINTENANCE</b>				
<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$494,904</b>	<b>\$550,539</b>	<b>\$540,067</b>	<b>\$537,461</b>	<b>\$537,461</b>

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**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**General Fund – Building Maintenance – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 290,781	\$ 298,000	\$ 297,236	\$ 302,000	\$ 302,000	\$ 302,000
51130 FICA	21,649	23,000	22,116	24,000	24,000	24,000
51140 GROUP INSURANCE	47,988	71,778	71,778	53,452	53,452	53,452
51150 DB RETIREMENT	66,431	69,000	68,260	67,000	67,000	67,000
51170 WORKER'S COMPENSATION	39	-	-	1,630	1,630	1,630
51180 UNEMPLOYMENT COMP	-	-	6	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 426,888</b>	<b>\$ 461,778</b>	<b>\$ 459,396</b>	<b>\$ 448,082</b>	<b>\$ 448,082</b>	<b>\$ 448,082</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 837	\$ 880	\$ 2,393	\$ 880	\$ 880	\$ 880
52310 UTILITIES & COMMUNICATIONS	13,654	15,000	13,929	16,000	16,000	16,000
52510 OTHER SERVICES	41,195	54,420	54,637	54,549	54,549	54,549
52610 MAINT. & REPAIR SERVICE	120	1,000	345	1,000	1,000	1,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 55,806</b>	<b>\$ 71,300</b>	<b>\$ 71,304</b>	<b>\$ 72,429</b>	<b>\$ 72,429</b>	<b>\$ 72,429</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,100	\$ 300	\$ -	\$ 300	\$ 300	\$ 300
53210 JANITORIAL SUPPLIES	-	200	-	200	200	200
53310 GENERAL SUPPLIES	1,408	2,000	1,377	2,000	2,000	2,000
53410 TOOLS & EQUIPMENT	1,243	2,000	373	2,000	2,000	2,000
53510 FUEL	4,901	5,711	5,190	5,711	5,200	5,200
53610 MAINT. & REPAIR MATERIALS	3,558	7,250	2,427	7,250	7,250	7,250
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 12,210</b>	<b>\$ 17,461</b>	<b>\$ 9,367</b>	<b>\$ 17,461</b>	<b>\$ 16,950</b>	<b>\$ 16,950</b>
<b>TOTAL BUDGET</b>	<b>\$ 494,904</b>	<b>\$ 550,539</b>	<b>\$ 540,067</b>	<b>\$ 537,972</b>	<b>\$ 537,461</b>	<b>\$ 537,461</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Building Maintenance – Personnel and Capital Detail

FUND 101 GENERAL  
 DEPT 160 BUILDING MAINTENANCE

**PERSONNEL SCHEDULE**

<u>CLASSIFICATION</u>	<u>2012-13 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2013-14 BUDGTED NUMBER OF EMPLOYEES</u>	<u>2013-14 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2014-15 BUDGTED NUMBER OF EMPLOYEES</u>
Bldg Maintenance Supervisor	1	1	1	1
Senior Maint-Repair Tech	1	1	1	1
Janitor	2	0	0	0
Maint-Repair Tech	4	4	4	4
<b>TOTAL</b>	<b>8</b>	<b>6</b>	<b>6</b>	<b>6</b>

**CITY OF BARTLESVILLE**  
 2014-15 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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2014 Accomplishments: N/A

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2015 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.

**FUND 101 GENERAL  
 DEPT 170 GENERAL SERVICES**

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$1,040,952	\$1,085,050	\$1,082,079	\$765,111	\$765,111

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**General Fund – General Services – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
52110 EMPLOYMENT SERVICES	\$ 35,492	\$ 3,150	\$ 11,180	\$ 3,000	\$ -	\$ -
52210 FINANCIAL SERVICES	225	-	-	-	-	-
52310 UTILITIES & COMMUNICATIONS	128,816	115,000	148,292	129,240	129,240	129,240
52410 PROFESSIONAL SERVICES	43,078	5,000	-	-	-	-
52510 OTHER SERVICES	153,625	229,200	222,455	248,996	213,996	213,996
52610 MAINT. & REPAIR SERVICE	15,299	25,000	11,913	21,250	21,250	21,250
52710 OPERATIONAL SERVICES	303,414	305,300	297,762	305,000	-	-
52810 INSURANCE & BONDS	327,004	358,400	352,105	368,125	368,125	368,125
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 1,006,953</b>	<b>\$ 1,041,050</b>	<b>\$ 1,043,707</b>	<b>\$ 1,075,611</b>	<b>\$ 732,611</b>	<b>\$ 732,611</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 4,217	\$ 7,000	\$ 8,415	\$ 7,000	\$ 7,000	\$ 7,000
53210 JANITORIAL SUPPLIES	4,643	5,000	2,834	5,000	5,000	5,000
53310 GENERAL SUPPLIES	5,149	6,000	3,051	6,000	6,000	6,000
53510 FUEL	9,813	11,000	12,752	10,000	4,500	4,500
53610 MAINT. & REPAIR MATERIALS	10,177	15,000	10,570	10,000	10,000	10,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 33,999</b>	<b>\$ 44,000</b>	<b>\$ 37,622</b>	<b>\$ 38,000</b>	<b>\$ 32,500</b>	<b>\$ 32,500</b>
<b>CAPITAL OUTLAY</b>						
55910 LAND	\$ -	\$ -	\$ 750	-	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 750</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,040,952</b>	<b>\$ 1,085,050</b>	<b>\$ 1,082,079</b>	<b>\$ 1,113,611</b>	<b>\$ 765,111</b>	<b>\$ 765,111</b>

***CITY OF BARTLESVILLE***  
2014-15 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 Cemetery Director, 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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2014 Accomplishments:

- All American flags displayed on holidays have been replaced with weather resistant fabric
- Bartlesville Notables program was changed to Mausoleum Stories and performed by members of the Bartlesville Theater Guild in October 2013. The audience size grew from 30 in 2012 to 122 in 2013; two performances were held to accommodate the crowd
- Attendance at the Memorial Day Service in May and the Luminary Service in November both increased by 10%
- In a collaborative effort with Tri County Tech's EAST Program, new stationary and brochures were created and have been printed
- New lighting was installed at the Gazebo
- Information in the Cemetery's database was updated and corrected, assisting visitors and researchers

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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Cemetery – Summary  
 (continued)

2015 Objectives:

- Install external security cameras for Cemetery office area
- Begin project to repair damaged grave markers, this will be a long running project, but will preserve the “life” of the stones
- The following are carry-over projects from previous years.
  - Replace the Gazebo flagpole with a 25’ secured, wind-resistant pole by September 2014
  - Apply for matching grant funding to create roads for the McCaleb Addition, Blocks 10 & 11. With a total of 624 new spaces available, the goal is to raise lot sales by 10%
  - Develop Landscaping Plan for Blocks 10 & 11
  - Work with City Parks Department to continue to improve upkeep of WRC
- Increase public program attendance by 10% for each service, Memorial Day, Mausoleum Stories, and Luminary

Budget Highlights:

The major budgeted expenditures for the Cemetery are personnel costs and a replacement mower.

<b>FUND 101 GENERAL DEPT 174 CEMETERY</b>				
<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$56,159</b>	<b>\$65,672</b>	<b>\$59,681</b>	<b>\$65,259</b>	<b>\$65,259</b>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**General Fund – Cemetery – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 33,351	\$ 36,000	\$ 34,998	\$ 37,000	\$ 37,000	\$ 37,000
51130 FICA	2,540	3,000	2,657	3,000	3,000	3,000
51140 GROUP INSURANCE	6,010	8,972	8,972	8,909	8,909	8,909
51155 DC RETIREMENT	1,001	2,000	1,134	2,000	2,000	2,000
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 42,902</b>	<b>\$ 49,972</b>	<b>\$ 47,761</b>	<b>\$ 50,909</b>	<b>\$ 50,909</b>	<b>\$ 50,909</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ -	\$ 100	\$ -	\$ 100	\$ 100	\$ 100
52310 UTILITIES & COMMUNICATIONS	4,316	4,900	5,084	5,300	4,900	4,900
52510 OTHER SERVICES	484	975	202	900	900	900
52610 MAINT. & REPAIR SERVICE	4,973	2,800	4,101	3,000	3,000	3,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 9,773</b>	<b>\$ 8,775</b>	<b>\$ 9,387</b>	<b>\$ 9,300</b>	<b>\$ 8,900</b>	<b>\$ 8,900</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,101	\$ 1,500	\$ 704	\$ 1,500	\$ 1,200	\$ 1,200
53210 JANITORIAL SUPPLIES	234	300	168	300	300	300
53310 GENERAL SUPPLIES	1,640	2,500	1,142	3,550	1,950	1,950
53410 TOOLS & EQUIPMENT	-	125	-	125	-	-
53610 MAINT. & REPAIR MATERIALS	509	2,500	519	3,500	2,000	2,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 3,484</b>	<b>\$ 6,925</b>	<b>\$ 2,533</b>	<b>\$ 8,975</b>	<b>\$ 5,450</b>	<b>\$ 5,450</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 56,159</b>	<b>\$ 65,672</b>	<b>\$ 59,681</b>	<b>\$ 69,184</b>	<b>\$ 65,259</b>	<b>\$ 65,259</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Cemetery – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 174 CEMETERY**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGTED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 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***  
2014-15 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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2014 Accomplishments:

- Developed and hosted Bartlesville’s first Homeowner’s Workshop, a series of four informational meetings that cover topics including Homeowner’s Associations, Energy Efficiency, Planning and Permitting, Code Enforcement, and Public Safety
- Completed and received approval for the Bartlesville Strategic Plan Update and worked with various committees and subcommittees to begin implementation of the plan
- Participated in the Washington County Affordable Housing Coalition which partnered with the Neighborhood Services Department to assist low income homeowners in making necessary repairs to their property and avoid nuisance abatement by the City
- Participated in the Downtown Bartlesville Inc. Landscape Design Committee to identify improvements to and maintenance of the downtown landscape beds and other streetscape elements
- Processed 20 applications for review and approval by the Metropolitan Area Planning Commission, and/or City Council/County Commission involving private development activities
- Processed 11 applications for City or County Board of Adjustment review involving private development activities

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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Community Development – Summary  
 (continued)

- 2015 Objectives:
- Complete and bring forward for approval comprehensive amendments to the zoning ordinance, including updates to the regulations pertaining to signs, landscaping, swimming pools, and other sections, with a goal of maximizing the efficiency of the City’s development review process
  - Support private development activity in the community by efficiently processing applications for same through required board or commission for approval
  - Support the Downtown Redevelopment Project by administering the Design Review Process for new private improvements
  - Seek opportunities to promote development within the West Bartlesville Redevelopment District in accordance with the adopted Redevelopment Plan
  - Seek efficiencies in the development review process through the use of web-based online services
  - Educate the development community and promote energy conservation building practices and low impact development practices in site development and land use planning

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>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$330,472</b>	<b>\$351,817</b>	<b>\$342,646</b>	<b>\$344,986</b>	<b>\$344,986</b>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**General Fund – Community Development – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 189,995	\$ 195,000	\$ 195,935	\$ 194,000	\$ 194,000	\$ 194,000
51130 FICA	14,235	15,000	14,686	15,000	15,000	15,000
51140 GROUP INSURANCE	18,030	26,917	26,917	26,726	26,726	26,726
51150 DB RETIREMENT	43,699	45,000	44,897	43,000	43,000	43,000
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 265,959</b>	<b>\$ 281,917</b>	<b>\$ 282,435</b>	<b>\$ 278,726</b>	<b>\$ 278,726</b>	<b>\$ 278,726</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 1,144	\$ 2,100	\$ 664	\$ 3,100	\$ 2,600	\$ 2,600
52310 UTILITIES & COMMUNICATIONS	1,213	1,200	445	960	960	960
52410 PROFESSIONAL SERVICES	3,921	10,000	-	-	-	-
52510 OTHER SERVICES	52,251	50,000	55,431	59,500	58,000	58,000
52610 MAINT. & REPAIR SERVICE	-	200	-	200	200	200
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 58,529</b>	<b>\$ 63,500</b>	<b>\$ 56,540</b>	<b>\$ 63,760</b>	<b>\$ 61,760</b>	<b>\$ 61,760</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,880	\$ 4,600	\$ 1,149	\$ 4,500	\$ 3,500	\$ 3,500
53310 GENERAL SUPPLIES	3,663	1,600	2,522	1,300	500	500
53410 TOOLS & EQUIPMENT	441	100	-	400	400	400
53610 MAINT. & REPAIR MATERIALS	-	100	-	100	100	100
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 5,984</b>	<b>\$ 6,400</b>	<b>\$ 3,671</b>	<b>\$ 6,300</b>	<b>\$ 4,500</b>	<b>\$ 4,500</b>
<b>TOTAL BUDGET</b>	<b>\$ 330,472</b>	<b>\$ 351,817</b>	<b>\$ 342,646</b>	<b>\$ 348,786</b>	<b>\$ 344,986</b>	<b>\$ 344,986</b>

**CITY OF BARTLESVILLE**

2014-15 Operating Budget

General Fund – Community Development – Personnel and Capital Detail

FUND 101 GENERAL  
DEPT 180 COMMUNITY DEVELOPMENT

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGTED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 BUDGTED NUMBER OF EMPLOYEES</b>
Community Dev Director	1	1	1	1
Administrative Assistant	1	1	1	1
Planning and Zoning Administrator	1	1	1	1
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>

**CITY OF BARTLESVILLE**  
 2014-15 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.

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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.

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- 2014 Accomplishments:
- 45 Patrol Cars outfitted with mobile access units
  - Upgrade of City Wireless Backbone
  - Fortis, FireHouse and Email system upgraded
  - Conversion from ATT to BTC phone lines and Internet
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- 2015 Objectives:
- Roll out of Virtual Desktops
  - Assist in accounting and finance database upgrade and ERP implementation
- 

Budget Highlights: The major budgeted expenditures for the Tech Services department are personnel costs, maintenance contracts for software systems, and replacement servers and network equipment. The Tech Support Specialist’s position is being phased out and has only been budgeted for one month in the next budget year.

<b>FUND 101 GENERAL DEPT 185 TECH SERVICES</b>				
<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$60,525</b>	<b>\$66,600</b>	<b>\$48,212</b>	<b>\$66,153</b>	<b>\$66,153</b>

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**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**General Fund – Tech Services – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
52310 UTILITIES & COMMUNICATIONS	\$ 8,586	\$ 9,400	\$ 9,252	\$ 9,528	\$ 9,528	\$ 9,528
52410 PROFESSIONAL SERVICES	16,680	48,000	26,725	47,325	47,325	47,325
52510 OTHER SERVICES	1,610	8,700	10,470	8,800	8,800	8,800
52610 MAINT. & REPAIR SERVICE	25,255	-	550	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 52,131</b>	<b>\$ 66,100</b>	<b>\$ 46,997</b>	<b>\$ 65,653</b>	<b>\$ 65,653</b>	<b>\$ 65,653</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 3,380	\$ 500	\$ 236	\$ 500	\$ 500	\$ 500
53310 GENERAL SUPPLIES	-	-	12	-	-	-
53410 TOOLS & EQUIPMENT	158	-	-	-	-	-
53610 MAINT. & REPAIR MATERIALS	150	-	967	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 3,688</b>	<b>\$ 500</b>	<b>\$ 1,215</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>
<b>CAPITAL OUTLAY</b>						
55950 OFFICE EQUIP & FURNISH	\$ 4,706	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 4,706</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 60,525</b>	<b>\$ 66,600</b>	<b>\$ 48,212</b>	<b>\$ 66,153</b>	<b>\$ 66,153</b>	<b>\$ 66,153</b>

**CITY OF BARTLESVILLE**  
2014-15 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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2014 Accomplishments:

- Performed detailed designs and project management for 22 capital improvement and planning projects. Value of these projects were \$3MM funded through G.O. Bonds; \$5.7MM funded through the ½ cent sales tax; \$0.3MM funded through the airport fund
- Maintained GIS website information which averages approximately 14,000 hits per month
- Managed floodplain development and drainage complaints. Received 2 permit requests for development and investigated 10 drainage complaints
- Managed the right of way and easement closing program. Currently 4 requests have been received and brought before City Council for consideration
- Conducted 2 traffic studies for calming devices, stop signs or parking restrictions
- Had 80% of the ½ cent projects (non-equipment or evergreen type) approved for the FY 2014-2015 designed, out for bids/under construction or completed

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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Engineering – Summary  
 (continued)

- 2015 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>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$445,097</b>	<b>\$485,569</b>	<b>\$473,135</b>	<b>\$472,869</b>	<b>\$472,869</b>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**General Fund – Engineering – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 299,504	\$ 311,500	\$ 311,500	\$ 300,300	\$ 300,300	\$ 300,300
51130 FICA	21,215	23,800	23,800	23,100	23,100	23,100
51140 GROUP INSURANCE	24,817	56,525	56,525	71,269	71,269	71,269
51150 DB RETIREMENT	54,534	49,700	49,700	39,900	39,900	39,900
51155 DC RETIREMENT	2,741	6,300	6,300	6,300	6,300	6,300
51170 WORKER'S COMPENSATION	1,595	3,494	3,494	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 404,406</b>	<b>\$ 451,319</b>	<b>\$ 451,319</b>	<b>\$ 440,869</b>	<b>\$ 440,869</b>	<b>\$ 440,869</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 4,046	\$ 5,000	\$ 1,675	\$ 3,750	\$ 3,750	\$ 3,750
52310 UTILITIES & COMMUNICATIONS	4,366	5,000	3,553	5,000	5,000	5,000
52410 PROFESSIONAL SERVICES	9,397	9,500	1,675	9,500	9,500	9,500
52510 OTHER SERVICES	2,540	3,750	2,426	3,000	3,000	3,000
52610 MAINT. & REPAIR SERVICE	60	750	90	750	750	750
52710 OPERATIONAL SERVICES	733	750	-	1,000	1,000	1,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 21,142</b>	<b>\$ 24,750</b>	<b>\$ 9,419</b>	<b>\$ 23,000</b>	<b>\$ 23,000</b>	<b>\$ 23,000</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 2,552	\$ 1,000	\$ 1,086	\$ 1,000	\$ 1,000	\$ 1,000
53310 GENERAL SUPPLIES	2,186	1,000	526	1,000	1,000	1,000
53410 TOOLS & EQUIPMENT	-	-	5,204	-	-	-
53510 FUEL	4,974	5,500	4,556	5,500	5,000	5,000
53610 MAINT. & REPAIR MATERIALS	1,827	2,000	1,025	2,000	2,000	2,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 11,539</b>	<b>\$ 9,500</b>	<b>\$ 12,397</b>	<b>\$ 9,500</b>	<b>\$ 9,000</b>	<b>\$ 9,000</b>
<b>CAPITAL OUTLAY</b>						
55940 MACHINERY & EQUIPMENT	\$ 8,010	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 8,010</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 445,097</b>	<b>\$ 485,569</b>	<b>\$ 473,135</b>	<b>\$ 473,369</b>	<b>\$ 472,869</b>	<b>\$ 472,869</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Engineering – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 190 ENGINEERING**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGTED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 BUDGTED NUMBER OF EMPLOYEES</b>
Engineering Director	1	0	0	0
Engineering Supervisor	0	1	1	1
Civil Engineer	2	1	1	1
Construction	2	2	2	2
Drafting Tech	1	1	1	1
Network Admin	2	2	2	2
Administrative Assistant	1	1	1	1
<b>TOTAL</b>	<b>9</b>	<b>8</b>	<b>8</b>	<b>8</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Fleet Maintenance – Summary

Department Mission: To maintain all 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.

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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.

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- 2014 Accomplishments:
- Equipped seven new police patrol units
  - Equipped the entire police fleet with wireless internet capability
  - Reduced overhead by eliminating unnecessary parts stock
  - Reduced on road breakdowns through routine maintenance
  - Extended tire life and reduced costs of sanitation vehicles maintenance, by changing tire design
- 

- 2015 Objectives:
- Continue to track inventory usage rates to eliminate slow moving items from overhead
  - Continue to educate staff through training of new technologies
  - Continue to provide safe and well maintained vehicles and equipment
- 

Budget Highlights: The major budgeted expenditures for the Fleet Maintenance department are personnel costs and repair parts.

**FUND 101 GENERAL  
 DEPT 195 FLEET MAINTENANCE**

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$345,291	\$367,631	\$352,031	\$383,265	\$383,265

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**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**General Fund – Fleet Maintenance – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 205,636	\$ 212,000	\$ 210,810	\$ 213,000	\$ 213,000	\$ 213,000
51130 FICA	14,923	17,000	15,278	17,000	17,000	17,000
51140 GROUP INSURANCE	24,040	35,889	35,889	35,634	35,634	35,634
51150 DB RETIREMENT	25,335	27,000	25,927	26,000	26,000	26,000
51155 DC RETIREMENT	4,214	6,000	4,331	5,000	5,000	5,000
51170 WORKER'S COMPENSATION	2,248	10,312	10,312	27,665	27,665	27,665
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 276,396</b>	<b>\$ 308,201</b>	<b>\$ 302,547</b>	<b>\$ 324,299</b>	<b>\$ 324,299</b>	<b>\$ 324,299</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 1,358	\$ 2,000	\$ 1,183	\$ 2,000	\$ 2,000	\$ 2,000
52310 UTILITIES & COMMUNICATIONS	10,388	11,500	11,680	13,000	13,000	13,000
52510 OTHER SERVICES	1,632	3,367	1,697	3,367	3,367	3,367
52610 MAINT. & REPAIR SERVICE	20,117	3,000	2,994	3,000	3,000	3,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 33,495</b>	<b>\$ 19,867</b>	<b>\$ 17,554</b>	<b>\$ 21,367</b>	<b>\$ 21,367</b>	<b>\$ 21,367</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 708	\$ 500	\$ 828	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	603	700	568	700	700	700
53310 GENERAL SUPPLIES	1,761	2,800	1,066	2,800	2,800	2,800
53410 TOOLS & EQUIPMENT	4,380	4,599	5,607	4,599	4,599	4,599
53510 FUEL	794	2,964	719	2,964	1,000	1,000
53610 MAINT. & REPAIR MATERIALS	27,154	28,000	23,142	28,000	28,000	28,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 35,400</b>	<b>\$ 39,563</b>	<b>\$ 31,930</b>	<b>\$ 39,563</b>	<b>\$ 37,599</b>	<b>\$ 37,599</b>
<b>TOTAL BUDGET</b>	<b>\$ 345,291</b>	<b>\$ 367,631</b>	<b>\$ 352,031</b>	<b>\$ 385,229</b>	<b>\$ 383,265</b>	<b>\$ 383,265</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Fleet Maintenance – Personnel and Capital Detail

FUND 101 GENERAL  
 DEPT 195 FLEET MAINTENANCE

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGTED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 BUDGTED NUMBER OF EMPLOYEES</b>
Municipal Garage Supervisor	1	1	1	1
Senior Vehicle Mechanic	3	3	3	3
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>



# ***CITY OF BARTLESVILLE***

## **2014-15 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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2014 Accomplishments:

- Hosted a HazMat operations training
- Hosted the Oklahoma Regional Fire training
- Increased training
- Updated Management guidelines

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2015 Objectives:

- Update and modify rural fire billing
- Re-structure our promotional guidelines
- Modify application process

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**CITY OF BARTLESVILLE**

2014-15 Operating Budget  
General Fund – Fire – Summary

Budget Highlights: The major budgeted expenditures for the Fire department are personnel costs (which make up 93% of the Fire department’s non-capital budget), utilities, and fuel and repair services.

<b>FUND 101 GENERAL DEPT 250 FIRE</b>				
<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$4,938,330</b>	<b>\$5,099,694</b>	<b>\$5,001,628</b>	<b>\$5,221,871</b>	<b>\$5,221,871</b>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**General Fund – Fire – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 3,079,326	\$ 3,128,000	\$ 3,082,965	\$ 3,160,000	\$ 3,028,000	\$ 3,028,000
51120 OVERTIME	413,485	418,000	368,305	450,000	470,000	470,000
51130 FICA	45,014	54,000	43,863	54,000	52,000	52,000
51140 GROUP INSURANCE	610,745	650,000	754,356	855,689	855,689	855,689
51150 DB RETIREMENT	9,649	10,000	9,955	10,000	10,000	10,000
51160 PENSION	427,530	495,000	446,413	500,000	479,000	479,000
51170 WORKER'S COMPENSATION	16,565	53,287	53,287	42,424	42,424	42,424
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 4,602,314</b>	<b>\$ 4,808,287</b>	<b>\$ 4,759,144</b>	<b>\$ 5,072,113</b>	<b>\$ 4,937,113</b>	<b>\$ 4,937,113</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 69,019	\$ 75,303	\$ 66,309	\$ 82,082	\$ 76,082	\$ 76,082
52210 FINANCIAL SERVICES	189	-	-	-	-	-
52310 UTILITIES & COMMUNICATIONS	36,008	36,000	38,257	41,398	39,398	39,398
52410 PROFESSIONAL SERVICES	4,150	5,000	2,250	5,000	3,000	3,000
52510 OTHER SERVICES	5,361	5,484	6,227	6,060	6,060	6,060
52610 MAINT. & REPAIR SERVICE	11,256	18,000	11,544	25,945	17,945	17,945
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 125,983</b>	<b>\$ 139,787</b>	<b>\$ 124,587</b>	<b>\$ 160,485</b>	<b>\$ 142,485</b>	<b>\$ 142,485</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,080	\$ 1,600	\$ 444	\$ 3,000	\$ 3,000	\$ 3,000
53210 JANITORIAL SUPPLIES	9,655	11,100	11,717	12,750	12,750	12,750
53310 GENERAL SUPPLIES	130,458	66,620	27,649	48,923	48,923	48,923
53410 TOOLS & EQUIPMENT	887	2,300	427	2,300	600	600
53510 FUEL	32,512	35,000	34,733	44,520	35,000	35,000
53610 MAINT. & REPAIR MATERIALS	35,441	35,000	42,927	45,000	42,000	42,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 210,033</b>	<b>\$ 151,620</b>	<b>\$ 117,897</b>	<b>\$ 156,493</b>	<b>\$ 142,273</b>	<b>\$ 142,273</b>
<b>TOTAL BUDGET</b>	<b>\$ 4,938,330</b>	<b>\$ 5,099,694</b>	<b>\$ 5,001,628</b>	<b>\$ 5,389,091</b>	<b>\$ 5,221,871</b>	<b>\$ 5,221,871</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Fire – Personnel and Capital Detail

FUND 101 GENERAL  
 DEPT 250 FIRE

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGTED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 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	33	33	30
Administrative Assistant	1	1	1	1
<b>TOTAL</b>	<b>70</b>	<b>70</b>	<b>70</b>	<b>67</b>

***CITY OF BARTLESVILLE***  
2014-15 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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2014 Accomplishments:

- Purchased in-car video units for 7 vehicles.
- Resources have been added to the Drug Task Force to assist with narcotics investigations. Two B.P.D. officers currently assigned
- Resources have been assigned to specifically work Drug & Criminal Interdiction. Two canine units are being utilized for this position
- School Resource Officer Program continues. There are two Police Officers currently assigned to this program full-time during in-school sessions. One SRO paid by the City and one by the Schools District
- Received a \$4,000 incentive award from the Oklahoma Highway Safety Office regarding More Cops, More Stops campaign efforts
- Added driver's license bar code readers and thermal printers to patrol vehicles via COPS grant
- Software was purchased and added for mobile computers in Police vehicles to allow Officer access to vehicle registrations, N.C.I.C., and driver's license records. Purchased software via COPS grant

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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Police – Summary  
 (continued)

- 2015 Objectives:
- FLEET replacement by purchasing seven new vehicles per year for Patrol Division. 75% of current FLEET in need of replacement. Reduce vehicle maintenance, repairs & fuel consumption
  - Add seven additional in-car video systems for seven new patrol units
  - Department Policy updates as needed
  - Utilize personnel to perform Special Assignments such as Safety Checks, DUI Enforcement, Bar Checks, Seat Belt Enforcement & any other related statewide or national driver safety programs
  - With assistance from Bartlesville Public Schools, maintain the School Resource Officer Program
  - Proactive units utilized to reduce overall crime & narcotics activity
  - Add the Criminal Investigations Division In-Service program for a six month training regiment for patrol officers to cycle through

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>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$4,632,057</b>	<b>\$4,812,791</b>	<b>\$4,885,902</b>	<b>\$4,786,304</b>	<b>\$4,786,304</b>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**General Fund – Police – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 2,944,617	\$ 2,896,000	\$ 2,997,876	\$ 3,008,000	\$ 2,894,000	\$ 2,894,000
51120 OVERTIME	63,810	64,000	61,000	72,000	87,000	87,000
51130 FICA	221,754	227,000	211,784	236,000	227,000	227,000
51140 GROUP INSURANCE	401,781	592,166	592,166	587,968	587,968	587,968
51150 DB RETIREMENT	69,754	76,000	59,159	58,000	58,000	58,000
51155 DC RETIREMENT	6,307	7,000	6,473	7,000	7,000	7,000
51160 PENSION	313,947	351,000	334,270	350,000	334,000	334,000
51170 WORKER'S COMPENSATION	31,817	25,325	25,325	13,036	13,036	13,036
51180 UNEMPLOYMENT COMP	1,294	-	-	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 4,055,081</b>	<b>\$ 4,238,491</b>	<b>\$ 4,288,053</b>	<b>\$ 4,332,004</b>	<b>\$ 4,208,004</b>	<b>\$ 4,208,004</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 111,687	\$ 103,000	\$ 99,404	\$ 103,000	\$ 103,000	\$ 103,000
52210 FINANCIAL SERVICES	1,768	1,500	652	1,500	1,500	1,500
52310 UTILITIES & COMMUNICATIONS	33,744	57,400	48,930	57,400	57,400	57,400
52410 PROFESSIONAL SERVICES	990	-	-	-	-	-
52510 OTHER SERVICES	92,278	90,000	93,160	90,000	90,000	90,000
52610 MAINT. & REPAIR SERVICE	19,360	23,000	28,371	26,000	26,000	26,000
52810 INSURANCE & BONDS	131	500	1,591	1,500	1,500	1,500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 259,958</b>	<b>\$ 275,400</b>	<b>\$ 272,108</b>	<b>\$ 279,400</b>	<b>\$ 279,400</b>	<b>\$ 279,400</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 6,374	\$ 7,500	\$ 6,798	\$ 7,500	\$ 7,500	\$ 7,500
53210 JANITORIAL SUPPLIES	1,774	1,400	1,508	1,400	1,400	1,400
53310 GENERAL SUPPLIES	82,448	86,000	87,622	86,000	86,000	86,000
53410 TOOLS & EQUIPMENT	6,462	-	-	-	-	-
53510 FUEL	169,249	160,000	175,309	160,000	160,000	160,000
53610 MAINT. & REPAIR MATERIALS	50,711	44,000	54,504	44,000	44,000	44,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 317,018</b>	<b>\$ 298,900</b>	<b>\$ 325,741</b>	<b>\$ 298,900</b>	<b>\$ 298,900</b>	<b>\$ 298,900</b>
<b>TOTAL BUDGET</b>	<b>\$ 4,632,057</b>	<b>\$ 4,812,791</b>	<b>\$ 4,885,902</b>	<b>\$ 4,910,304</b>	<b>\$ 4,786,304</b>	<b>\$ 4,786,304</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Police – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 270 POLICE**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGTED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 BUDGTED NUMBER OF EMPLOYEES</b>
Police Chief	1	1	1	1
Captain	2	2	2	2
Lieutenant	4	4	4	4
Sergeant	9	9	9	10
Detective	5	6	5	5
Police Officer	36	36	36	33
Senior Administrative Assistant	2	2	2	2
Property & Evidence Tech	1	0	1	0
Administrative Assistant	1	1	1	1
Animal Control Officer	2	2	2	2
Parking Enforcement Officer	1	1	1	1
Administrative Specialist	2	2	2	2
<b>TOTAL</b>	<b>66</b>	<b>66</b>	<b>66</b>	<b>63</b>



***CITY OF BARTLESVILLE***  
2014-15 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.

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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.

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2014 Accomplishments:

- Completed drainage project on Hensley Blvd
- Laid 2867 tons of asphalt for street overlays
- Applied 975 tons of salt/sand for winter storms
- Replaced traffic signal wiring at three intersections
- Constructed new storage/parking lot at Public Works
- Laid new storm drain and conduits for new Public Works facility
- Constructed Veteran's Flag Memorial

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2015 Objectives:

- Continue construction of the new Public Works facility
- Overlay streets identified in Pavement Management Analysis
- Provide routine maintenance and service
- Restripe City arterial streets
- Do annual conflicts monitor testing of all traffic signals

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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Street – Summary  
 (continued)

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>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$1,082,473</b>	<b>\$1,181,270</b>	<b>\$1,135,999</b>	<b>\$1,170,687</b>	<b>\$1,170,687</b>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**General Fund – Street – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 382,139	\$ 400,000	\$ 400,881	\$ 410,000	\$ 410,000	\$ 410,000
51120 OVERTIME	2,216	8,000	7,216	9,000	9,000	9,000
51130 FICA	28,479	31,000	29,926	32,000	32,000	32,000
51140 GROUP INSURANCE	66,084	98,694	98,694	97,995	97,995	97,995
51150 DB RETIREMENT	60,960	64,000	63,898	63,000	63,000	63,000
51155 DC RETIREMENT	4,257	5,000	4,693	6,000	6,000	6,000
51170 WORKER'S COMPENSATION	1,175	9,327	9,327	19,005	19,005	19,005
51180 UNEMPLOYMENT COMP	160	-	1,626	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 545,470</b>	<b>\$ 616,021</b>	<b>\$ 616,261</b>	<b>\$ 637,000</b>	<b>\$ 637,000</b>	<b>\$ 637,000</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 13,960	\$ 14,500	\$ 6,654	\$ 14,500	\$ 14,500	\$ 14,500
52210 FINANCIAL SERVICES	-	-	-	-	-	-
52310 UTILITIES & COMMUNICATIONS	179,547	200,000	194,794	201,000	201,000	201,000
52510 OTHER SERVICES	5,056	6,327	3,960	6,327	2,497	2,497
52610 MAINT. & REPAIR SERVICE	12,314	10,000	9,897	10,000	10,000	10,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 210,877</b>	<b>\$ 230,827</b>	<b>\$ 215,305</b>	<b>\$ 231,827</b>	<b>\$ 227,997</b>	<b>\$ 227,997</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 339	\$ 500	\$ -	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	721	300	415	300	300	300
53310 GENERAL SUPPLIES	4,784	5,490	4,518	5,490	5,490	5,490
53410 TOOLS & EQUIPMENT	747	2,200	718	2,200	2,200	2,200
53510 FUEL	50,274	50,000	57,550	50,000	50,000	50,000
53610 MAINT. & REPAIR MATERIALS	269,261	275,932	241,232	275,932	247,200	247,200
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 326,126</b>	<b>\$ 334,422</b>	<b>\$ 304,433</b>	<b>\$ 334,422</b>	<b>\$ 305,690</b>	<b>\$ 305,690</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 1,082,473</b>	<b>\$ 1,181,270</b>	<b>\$ 1,135,999</b>	<b>\$ 1,203,249</b>	<b>\$ 1,170,687</b>	<b>\$ 1,170,687</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Street – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 328 STREET**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGTED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 BUDGTED NUMBER OF EMPLOYEES</b>
Street Supervisor	1	1	1	1
Sign and Signal Tech	2	2	2	2
Equipment Operator-Crewleader	3	3	3	3
Concrete Mason	1	1	1	1
Maintence Worker	4	4	4	4
<b>TOTAL</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>

**CITY OF BARTLESVILLE**  
2014-15 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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2014 Accomplishments:

- Began Painting Project on the ground floor beginning with the book drop room and Circulation Workroom where structural repairs were needed. City Maintenance staff painted as high as their scaffolding would safely allow
- Developing a new Long Range Plan, to be completed by end of June 2014, will be used to set objectives for the next 3 years
- Increased use of e-books by an average of 5.25% over a 12 month period
- Sent 3 staff to national or large-state conferences
- Literacy Services continue to remain strong
- April Programming will highlight “Celebrating the 1950’s” including children’s programs, Sock Hop Event, celebrating Bartlesville history and Korean War veterans, and video conference program on *The Big Bang: The Birth of Rock and Roll*, and *Golden Age of Television*

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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Library – Summary  
 (continued)

2015 Objectives:

- Finish painting 1<sup>st</sup> floor of the Library, followed by painting offices and meeting rooms on 2<sup>nd</sup> floor
- Upgrade 8 remaining public access computers, from XP to Windows 7
- Replace controllers on HVAC Units 2, 5, 6, & 8 with wireless communication. Current semi-functioning controllers are part of the original equipment and have reached EOL
- Increase programming attendance by 10%. Fall programming will include the statewide Let's Read program featuring *True Grit* by Charles Portis. Spring events in April will include Celebrating the '60's

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>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$1,134,347</b>	<b>\$1,248,767</b>	<b>\$1,175,703</b>	<b>\$1,212,013</b>	<b>\$1,212,013</b>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**General Fund – Library – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 659,641	\$ 685,000	\$ 662,120	\$ 671,000	\$ 671,000	\$ 671,000
51130 FICA	48,363	53,000	48,373	52,000	52,000	52,000
51140 GROUP INSURANCE	72,111	107,667	107,667	106,903	106,903	106,903
51150 DB RETIREMENT	122,328	126,000	115,289	110,000	110,000	110,000
51155 DC RETIREMENT	2,106	3,000	2,801	5,000	5,000	5,000
51170 WORKER'S COMPENSATION	204	-	-	-	-	-
51180 UNEMPLOYMENT COMP	54	-	30	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 904,807</b>	<b>\$ 974,667</b>	<b>\$ 936,280</b>	<b>\$ 944,903</b>	<b>\$ 944,903</b>	<b>\$ 944,903</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 5,399	\$ 3,950	\$ 4,584	\$ 4,800	\$ 3,800	\$ 3,800
52210 FINANCIAL SERVICES	3,718	3,550	3,350	3,500	3,500	3,500
52310 UTILITIES & COMMUNICATIONS	52,449	60,000	65,000	70,000	67,000	67,000
52410 PROFESSIONAL SERVICES	-	-	1,250	-	-	-
52510 OTHER SERVICES	28,993	36,000	25,600	32,465	29,865	29,865
52610 MAINT. & REPAIR SERVICE	31,503	58,000	30,986	57,045	49,045	49,045
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 122,062</b>	<b>\$ 161,500</b>	<b>\$ 130,770</b>	<b>\$ 167,810</b>	<b>\$ 153,210</b>	<b>\$ 153,210</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 13,006	\$ 10,500	\$ 10,520	\$ 17,500	\$ 12,000	\$ 12,000
53210 JANITORIAL SUPPLIES	4,993	5,000	2,987	4,500	4,500	4,500
53310 GENERAL SUPPLIES	76,162	83,000	85,980	84,250	84,250	84,250
53610 MAINT. & REPAIR MATERIALS	13,317	14,100	9,166	18,150	13,150	13,150
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 107,478</b>	<b>\$ 112,600</b>	<b>\$ 108,653</b>	<b>\$ 124,400</b>	<b>\$ 113,900</b>	<b>\$ 113,900</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,134,347</b>	<b>\$ 1,248,767</b>	<b>\$ 1,175,703</b>	<b>\$ 1,237,113</b>	<b>\$ 1,212,013</b>	<b>\$ 1,212,013</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Library – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 421 LIBRARY**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGTED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 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	3	3	3	3
Literacy	1	1	1	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	5.69	5.69	5.69	5.69
<b>TOTAL</b>	<b>17.47</b>	<b>17.47</b>	<b>17.47</b>	<b>17.47</b>



***CITY OF BARTLESVILLE***  
2014-15 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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2014 Accomplishments:

- Twenty-one events were hosted by the Education Coordinator with 828 attendees. This is an increase of 15% over programming held in 2013
- In addition fifteen events were presented offsite with a total attendance of 670, an increase of 18% over the past fiscal year. Presentations included programs on Bartlesville history and Mary Todd Lincoln bringing more interest to our year-long Civil War exhibit
- Special presentations included movie showings, book signings, Carr One Room School Visits, Civil War re-enactors from North & South telling their side of the story, and other related programs. A total of 17 special events were held in 2014 which is a 90% increase over the previous year
- Six non-CoB groups and organizations held special meetings and trainings in the Museum
- A new visitor counter will be installed by end of June 2014
- Two new security cameras have been ordered and will be installed by end of June

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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Museum – Summary  
 (continued)

- 2015 Objectives:
- Continue the Digitization project as outlined in the Martha Jane Staff grant, K.S. Adams Endowment, and as upcoming grant opportunities arise
  - Carpet 7 additional exhibit walls at the availability of City Maintenance Department
  - Work to increase community awareness of Museum resources through advertising, programming, events hosted by non-city groups and organizations, and one-on-one assistance for visitors and researchers

Budget Highlights: The major budgeted expenditures for the Museum are personnel costs, supplies, and replacement computers.

<b>FUND 101 GENERAL DEPT 425 HISTORY MUSEUM</b>				
<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$161,959</b>	<b>\$183,817</b>	<b>\$175,827</b>	<b>\$183,276</b>	<b>\$183,276</b>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**General Fund – Museum – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 117,535	\$ 122,000	\$ 121,879	\$ 126,000	\$ 126,000	\$ 126,000
51120 OVERTIME	-	-	-	-	-	-
51130 FICA	8,684	10,000	9,025	10,000	10,000	10,000
51140 GROUP INSURANCE	18,040	26,917	26,917	26,726	26,726	26,726
51150 DB RETIREMENT	4,559	5,000	4,855	5,000	5,000	5,000
51155 DC RETIREMENT	3,573	4,000	4,000	-	-	-
51170 WORKER'S COMPENSATION	183	-	-	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 152,574</b>	<b>\$ 167,917</b>	<b>\$ 166,676</b>	<b>\$ 167,726</b>	<b>\$ 167,726</b>	<b>\$ 167,726</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 1,634	\$ 1,550	\$ 501	\$ 1,500	\$ 1,500	\$ 1,500
52210 FINANCIAL SERVICES	33	-	-	-	-	-
52410 PROFESSIONAL SERVICES	-	2,500	-	2,500	2,500	2,500
52510 OTHER SERVICES	1,782	2,350	909	2,400	1,400	1,400
52610 MAINT. & REPAIR SERVICE	866	1,500	3,240	2,625	1,500	1,500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 4,315</b>	<b>\$ 7,900</b>	<b>\$ 4,650</b>	<b>\$ 9,025</b>	<b>\$ 6,900</b>	<b>\$ 6,900</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,376	\$ 1,750	\$ 954	\$ 1,750	\$ 1,750	\$ 1,750
53210 JANITORIAL SUPPLIES	4	250	-	300	300	300
53310 GENERAL SUPPLIES	3,194	4,000	1,637	5,600	4,600	4,600
53610 MAINT. & REPAIR MATERIALS	496	2,000	1,910	3,000	2,000	2,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 5,070</b>	<b>\$ 8,000</b>	<b>\$ 4,501</b>	<b>\$ 10,650</b>	<b>\$ 8,650</b>	<b>\$ 8,650</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 161,959</b>	<b>\$ 183,817</b>	<b>\$ 175,827</b>	<b>\$ 187,401</b>	<b>\$ 183,276</b>	<b>\$ 183,276</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Museum – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 425 HISTORY MUSEUM**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGTED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 BUDGTED NUMBER OF EMPLOYEES</b>
Director	0.22	0.22	0.22	0.22
Collections Manager	1	1	1	1
Registrar	1	1	1	1
Volunteer Coordinator	1	1	1	1
Education Coordinator	0.63	0.63	0.63	0.63
<b>TOTAL</b>	<b>3.85</b>	<b>3.85</b>	<b>3.85</b>	<b>3.85</b>

***CITY OF BARTLESVILLE***  
2014-15 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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2014 Accomplishments:

- Maintained over 850 acres of land: 403 acres of park land and 454 acres of right-of-way and other City property
- Received recognition from the State of Oklahoma for participation in the Tree City USA program for 31 years
- Working with existing user groups, expanded the use of existing recreation facilities for tournament use (Oklahoma National Softball Association for 9 tournaments at Artunoff Softball Complex and 1<sup>st</sup> Annual Sunfest Classic, a 6 v 6 adult soccer tournament at Robinwood Park Soccer Complex)
- Provided support services for a variety of community special events, including Sunfest in Sooner Park, FantasyLand of Lights annual Christmas display in Johnstone Park, Indian Summer Festival, Freedom Fest annual 4<sup>th</sup> of July celebration, Downtown HOT Summer Nights, and OK Mozart

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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 General Fund – Park and Recreation – Summary  
 (continued)

- 2015 Objectives:
- Continue to provide safe, clean and maintained park and recreation facilities to the citizens of Bartlesville within constraints of existing limited resources
  - Continue to seek opportunities to increase the use of existing recreation facilities by other user groups and tournaments
  - Work with existing user groups to improve citizen access to registration for youth and adult sports programs

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

<b>FUND 101 GENERAL DEPT 431 PARK &amp; RECREATION</b>				
<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$698,950</b>	<b>\$826,067</b>	<b>\$806,118</b>	<b>\$732,419</b>	<b>\$732,419</b>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**General Fund – Park and Recreation – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 353,086	\$ 371,000	\$ 367,464	\$ 375,000	\$ 317,000	\$ 317,000
51120 OVERTIME	131	1,000	130	2,000	2,000	2,000
51130 FICA	26,073	29,000	27,161	29,000	25,000	25,000
51140 GROUP INSURANCE	54,090	80,750	80,750	89,086	89,086	89,086
51150 DB RETIREMENT	78,645	80,000	78,398	77,000	64,000	64,000
51155 DC RETIREMENT	252	2,000	782	1,000	1,000	1,000
51170 WORKER'S COMPENSATION	12,119	26,285	26,285	21,033	21,033	21,033
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 524,396</b>	<b>\$ 590,035</b>	<b>\$ 580,970</b>	<b>\$ 594,119</b>	<b>\$ 519,119</b>	<b>\$ 519,119</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 26,711	\$ 86,632	\$ 53,249	\$ 78,300	\$ 62,300	\$ 62,300
52310 UTILITIES & COMMUNICATIONS	25,160	26,000	28,547	29,600	29,000	29,000
52510 OTHER SERVICES	4,719	7,900	7,607	8,000	2,000	2,000
52610 MAINT. & REPAIR SERVICE	3,424	3,500	4,596	6,000	6,000	6,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 60,014</b>	<b>\$ 124,032</b>	<b>\$ 93,999</b>	<b>\$ 121,900</b>	<b>\$ 99,300</b>	<b>\$ 99,300</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 704	\$ 1,000	\$ -	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	5,482	5,000	5,158	5,500	5,500	5,500
53310 GENERAL SUPPLIES	25,206	33,000	32,265	34,000	34,000	34,000
53410 TOOLS & EQUIPMENT	1,483	2,000	3,484	4,000	4,000	4,000
53510 FUEL	28,210	25,000	30,392	25,000	25,000	25,000
53610 MAINT. & REPAIR MATERIALS	53,455	46,000	59,850	47,500	45,000	45,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 114,540</b>	<b>\$ 112,000</b>	<b>\$ 131,149</b>	<b>\$ 116,500</b>	<b>\$ 114,000</b>	<b>\$ 114,000</b>
<b>TOTAL BUDGET</b>	<b>\$ 698,950</b>	<b>\$ 826,067</b>	<b>\$ 806,118</b>	<b>\$ 832,519</b>	<b>\$ 732,419</b>	<b>\$ 732,419</b>

**CITY OF BARTLESVILLE**

2014-15 Operating Budget

General Fund – Park and Recreation – Personnel and Capital Detail

FUND 101 GENERAL  
DEPT 431 PARK & RECREATION

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGTED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 BUDGTED NUMBER OF EMPLOYEES</b>
Parks Supervisor	1	1	1	1
Equipment Operator	2	3	3	2
Pesticide Applicator	1	1	1	1
Maintenance Worker	2	4	4	2
1/2 Maint Worker (shared w/ Stadium)	0.5	0.5	0.5	0.5
1/2 Equip Oper (Shared w/ Water)	0.75	0	0	1
1/2 Maint Worker (shared w/ Water)	0.75	0	0	0.5
<b>TOTAL</b>	<b>8</b>	<b>9.5</b>	<b>9.5</b>	<b>8</b>



**CITY OF BARTLESVILLE**  
 2014-15 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.

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2014 Accomplishments: N/A

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2015 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 E-911, Stadium Operating, and Golf Course funds.

<b>FUND 101 GENERAL DEPT 900 TRANSFERS</b>				
<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2014-15 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$1,342,179</b>	<b>\$895,691</b>	<b>\$895,691</b>	<b>\$1,183,660</b>	<b>\$1,183,660</b>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**General Fund – Transfers – Line Item Detail**

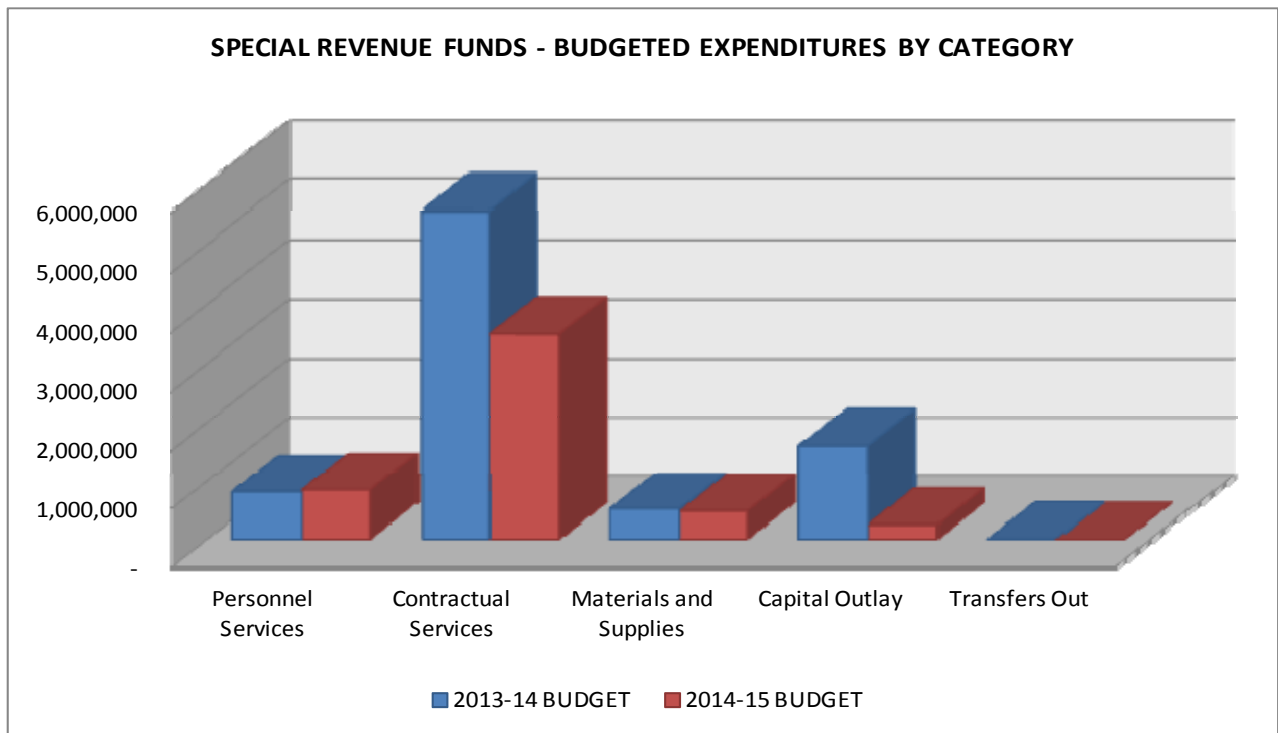
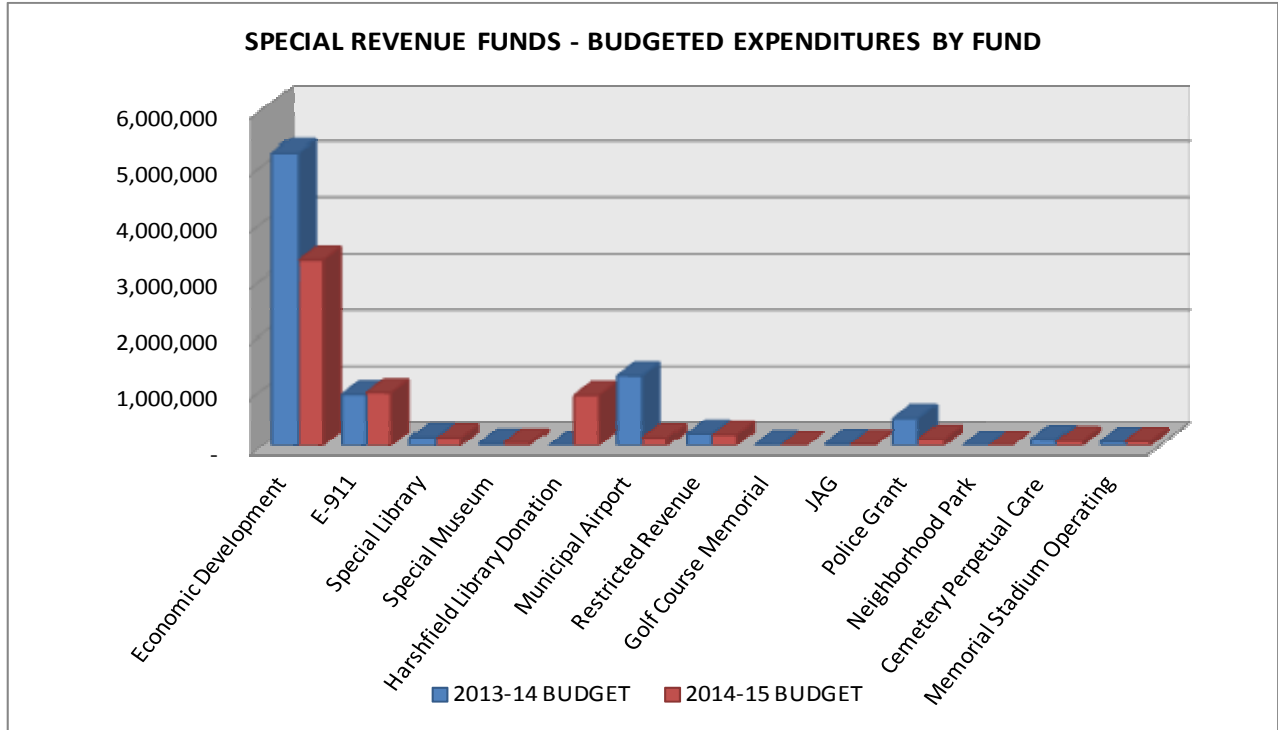
<b>TRANSFERS</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
59207 E 9-1-1 FUND	\$ 343,119	\$ 418,313	\$ 418,313	\$ 504,629	\$ 504,629	\$ 504,629
59276 DOENGES MEMORIAL STADIUM	43,552	-	-	54,079	53,079	53,079
59513 ADAMS GOLF COURSE	75,123	18,551	18,551	148,416	148,416	148,416
59515 SOONER POOL	37,313	22,443	22,443	25,876	25,876	25,876
59516 FRONTIER POOL	24,744	14,381	14,381	60,280	60,280	60,280
59663 AUTO COLLISION INSURANCE	-	28,243	28,243	-	-	-
59670 STABILIZATION RESERVE	818,328	393,760	393,760	409,691	391,380	391,380
59675 CAPITAL RESERVE	-	-	-	-	-	-
<b>TOTAL TRANSFERS</b>	<b>\$ 1,342,179</b>	<b>\$ 895,691</b>	<b>\$ 895,691</b>	<b>\$ 1,202,971</b>	<b>\$ 1,183,660</b>	<b>\$ 1,183,660</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,342,179</b>	<b>\$ 895,691</b>	<b>\$ 895,691</b>	<b>\$ 1,202,971</b>	<b>\$ 1,183,660</b>	<b>\$ 1,183,660</b>

# SPECIAL REVENUE FUNDS



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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Special Revenue Funds – Expenditure Graphs



**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Special Revenue Funds – Expenditure Summary by Fund

*Expenditures and Reserves*

<b>EXPENDITURES AND RESERVES BY FUND</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Economic Development	\$ 2,800,810	\$ 5,226,512	\$ 1,343,000	\$ 3,316,364
E-911	826,520	912,011	895,473	945,197
Special Library	113,613	149,098	82,508	141,350
Special Museum	56,479	44,000	40,975	46,500
Harshfield Library Donation	-	-	-	896,470
Municipal Airport	229,912	1,253,491	811,719	139,972
Restricted Revenue	34,115	217,019	46,473	198,529
Golf Course Memorial	129,442	16,230	14,837	2,205
JAG	9,511	37,130	12,347	30,409
Police Grant	201,405	508,852	284,694	112,386
Neighborhood Park	18,431	3,489	3,489	-
Cemetery Perpetual Care	27,525	107,013	-	84,785
Memorial Stadium Operating	60,800	68,850	59,407	73,700
<b>Total Expenditures and Reserves</b>	<b><u>\$ 4,508,563</u></b>	<b><u>\$ 8,543,695</u></b>	<b><u>\$ 3,594,922</u></b>	<b><u>\$ 5,987,867</u></b>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**Special Revenue Funds – Expenditure Summary by Line Item**

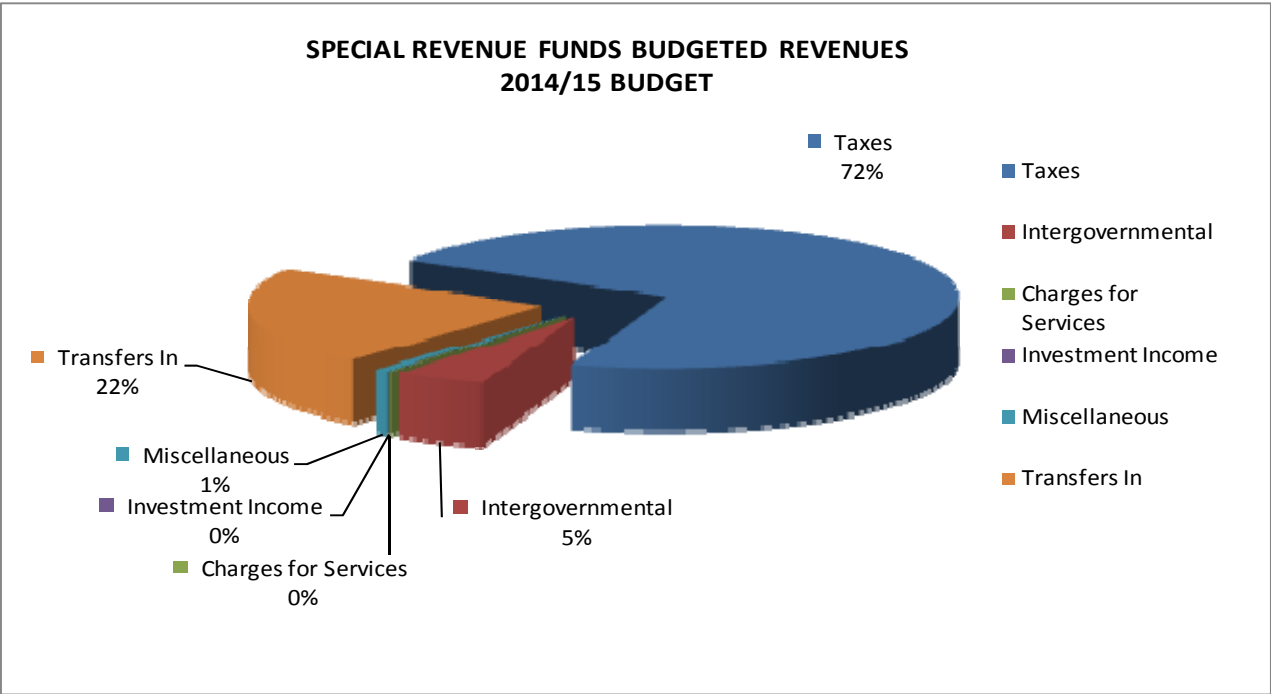
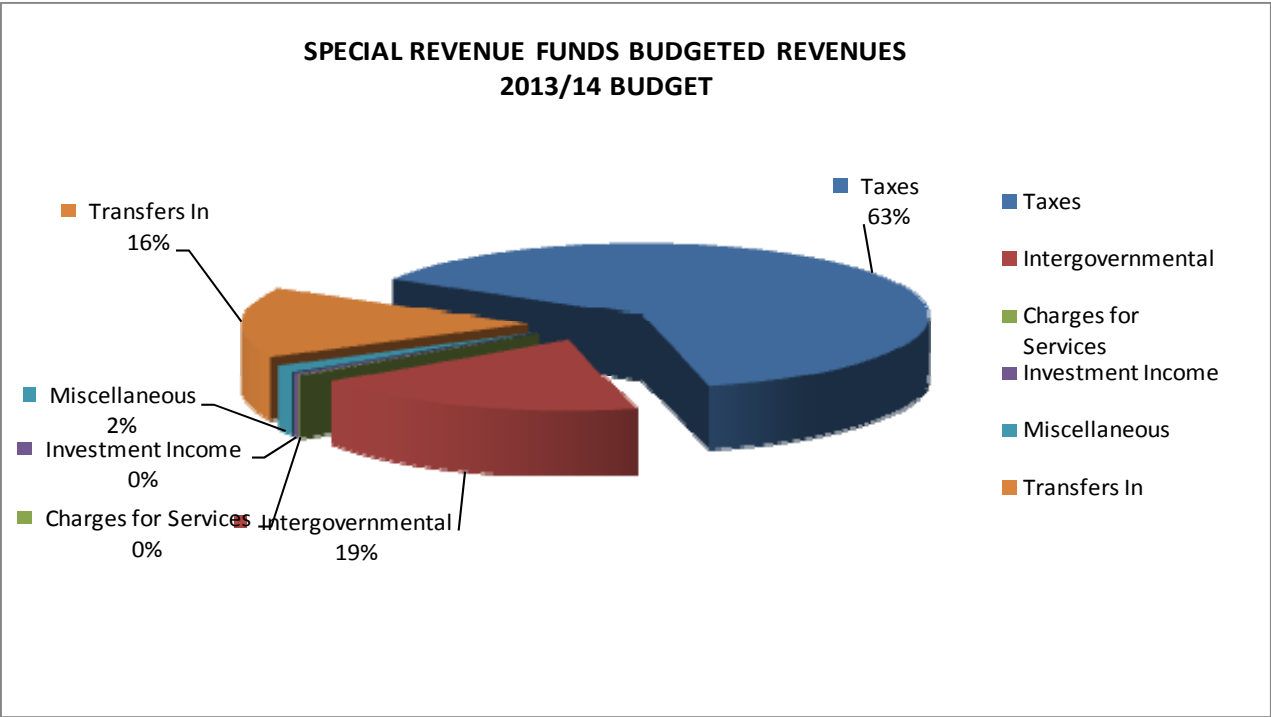
<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 552,711	\$ 595,000	\$ 578,682	\$ 593,000	\$ 593,000	\$ 593,000
51120 OVERTIME	31,273	15,000	26,101	16,000	16,000	16,000
51130 FICA	43,343	48,000	44,410	48,000	48,000	48,000
51140 GROUP INSURANCE	73,158	107,667	107,926	133,629	133,629	133,629
51150 DB RETIREMENT	51,207	41,000	49,371	48,000	48,000	48,000
51155 DC RETIREMENT	11,382	15,000	12,652	14,000	14,000	14,000
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 763,074</b>	<b>\$ 821,667</b>	<b>\$ 819,142</b>	<b>\$ 852,629</b>	<b>\$ 852,629</b>	<b>\$ 852,629</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 9,388	\$ 10,729	\$ 13,741	\$ 12,000	\$ 11,000	\$ 11,000
52310 UTILITIES & COMMUNICATIONS	121,407	130,000	136,477	124,701	124,701	124,701
52410 PROFESSIONAL SERVICES	38,580	154,132	12,956	19,250	19,250	19,250
52510 OTHER SERVICES	2,031,657	4,442,862	693,516	2,536,863	2,536,863	2,536,863
52610 MAINT. & REPAIR SERVICE	2,071	3,000	40,145	2,000	2,000	2,000
52710 OPERATIONAL SERVICES	770,000	815,000	770,366	815,000	815,000	815,000
52950 MISCELLANEOUS	5,000	-	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 2,978,103</b>	<b>\$ 5,555,723</b>	<b>\$ 1,667,201</b>	<b>\$ 3,509,814</b>	<b>\$ 3,508,814</b>	<b>\$ 3,508,814</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 4,665	\$ 116,013	\$ 6,923	\$ 96,654	\$ 96,654	\$ 96,654
53210 JANITORIAL SUPPLIES	906	1,000	377	1,000	1,000	1,000
53310 GENERAL SUPPLIES	167,925	154,005	212,258	162,540	162,540	162,540
53410 TOOLS & EQUIPMENT	1,350	7,700	10,969	700	700	700
53510 FUEL	-	250	-	300	300	300
53610 MAINT. & REPAIR MATERIALS	61,675	244,749	69,797	226,734	226,734	226,734
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 236,521</b>	<b>\$ 523,717</b>	<b>\$ 300,324</b>	<b>\$ 487,928</b>	<b>\$ 487,928</b>	<b>\$ 487,928</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Special Revenue Funds – Expenditure Summary by Line Item  
 (continued)

<b>CAPITAL OUTLAY</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
55910 LAND	\$ 21,957	\$ -	\$ -	\$ -	\$ -	\$ -
55920 BUILDINGS & STRUCTURES	336,782	1,621,711	804,766	252,358	252,358	252,358
55930 OTHER IMPROVEMENTS	149,879	-	-	-	-	-
55940 MACHINERY & EQUIPMENT	3,816	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 512,434</b>	<b>\$ 1,621,711</b>	<b>\$ 804,766</b>	<b>\$ 252,358</b>	<b>\$ 252,358</b>	<b>\$ 252,358</b>
<b>TRANSFERS OUT</b>						
59715 BMA - WATER	\$ 18,431	\$ 3,489	\$ 3,489	\$ -	\$ -	\$ -
<b>TOTAL TRANSFERS</b>	<b>\$ 18,431</b>	<b>\$ 3,489</b>	<b>\$ 3,489</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 4,508,563</b>	<b>\$ 8,526,307</b>	<b>\$ 3,594,922</b>	<b>\$ 5,102,729</b>	<b>\$ 5,101,729</b>	<b>\$ 5,101,729</b>



**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Special Revenue Funds – Revenue Graphs



**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Special Revenue Funds – Revenue Summary by Source

<b>REVENUE BY SOURCE</b>		<i>Revenues</i>			
		<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Sales Tax		\$ 1,367,789	\$ 1,391,612	\$ 1,351,148	\$ 1,351,148
Hotel-Motel Tax		199,819	203,700	198,508	178,600
Franchise Tax		448,994	441,000	436,880	430,300
Intergovernmental		414,561	624,966	1,023,879	137,386
Charges for Services		17,741	4,600	3,959	3,600
Interest and Investment Income		11,215	14,600	-	300
Donations and Miscellaneous		232,235	51,236	998,790	20,600
Transfer In:	From BLTA	56,072	50,000	50,000	50,000
	From General	386,671	418,313	418,313	557,708
	From History Museum Trust	40,000	40,000	10,000	-
Fund Balance		<u>4,130,496</u>	<u>5,033,623</u>	<u>2,756,752</u>	<u>3,540,303</u>
<b>Total Available for Appropriation</b>		<b><u><u>\$ 7,305,593</u></u></b>	<b><u><u>\$ 8,273,650</u></u></b>	<b><u><u>\$ 7,248,229</u></u></b>	<b><u><u>\$ 6,269,945</u></u></b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Special Revenue Funds – Personnel Summary

*Personnel*

<b>PERSONNEL COUNTS BY DEPARTMENT</b>	<b>2012-13 ACTUAL FTEs</b>	<b>2013-14 BUDGETED FTEs</b>	<b>2013-14 ACTUAL FTEs</b>	<b>2014-15 BUDGETED FTEs</b>
E-911 Fund:				
Dispatch	13	15	13	15
Special Library:				
Library	0.5	0.51	0.5	0.51
Special Museum:				
Museum	1.66	1.66	1.66	1.66
Memorial Stadium Operating Fund:				
Doenges Memorial Stadium	0.5	0.5	0.5	0.5
<b>Total Expenditures</b>	<b>15.66</b>	<b>17.67</b>	<b>15.66</b>	<b>17.67</b>

**CITY OF BARTLESVILLE**  
 2014-15 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.

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2014 Accomplishments: • N/A

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2015 Objectives: • N/A

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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>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$2,800,810</b>	<b>\$5,226,512</b>	<b>\$1,343,000</b>	<b>\$3,316,364</b>	<b>\$3,316,364</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Economic Development Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Economic Development	\$ 2,800,810	\$ 5,226,512	\$ 1,343,000	\$ 3,316,364
<b>Total Expenditures</b>	<b>\$ 2,800,810</b>	<b>\$ 5,226,512</b>	<b>\$ 1,343,000</b>	<b>\$ 3,316,364</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Sales Tax	\$ 1,367,789	\$ 1,391,612	\$ 1,351,148	\$ 1,351,148
Hotel-Motel Tax	199,819	203,700	198,508	178,600
Interest and Investment Income	7,539	10,100	-	-
Donations and Miscellaneous	-	-	-	-
Fund Balance	2,805,624	3,621,100	1,579,960	1,786,616
<b>Total Available for Appropriation</b>	<b>\$ 4,380,771</b>	<b>\$ 5,226,512</b>	<b>\$ 3,129,616</b>	<b>\$ 3,316,364</b>

**CITY OF BARTLESVILLE**

2014-15 Operating Budget

Economic Development Fund – Economic Development – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
52410 PROFESSIONAL SERVICES	\$ 25,810	\$ -	\$ 3,000	\$ -	\$ -	\$ -
52510 OTHER SERVICES	2,000,000	4,411,512	570,000	2,501,364	2,501,364	2,501,364
52710 OPERATIONAL SERVICES	770,000	815,000	770,000	815,000	815,000	815,000
52950 MISCELLANEOUS	5,000	-	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 2,800,810</b>	<b>\$ 5,226,512</b>	<b>\$ 1,343,000</b>	<b>\$ 3,316,364</b>	<b>\$ 3,316,364</b>	<b>\$ 3,316,364</b>
<b>TOTAL BUDGET</b>	<b>\$ 2,800,810</b>	<b>\$ 5,226,512</b>	<b>\$ 1,343,000</b>	<b>\$ 3,316,364</b>	<b>\$ 3,316,364</b>	<b>\$ 3,316,364</b>

# ***CITY OF BARTLESVILLE***

## **2014-15 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.

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**2014 Accomplishments:**

- Added Smart 911 software to service Smart Cellular telephones
- Provided updated Dispatch Training to Dispatchers
- Fully staffed E-911 Center with 15 full time dispatchers and one part time dispatcher
- Continued to collaborate and cooperate with all outside stakeholders for the Bartlesville/Washington County E-911 Center
- Reached agreement with Washington County Emergency Management to supplement dispatching services for rural fire departments during high fire weather situations
- Renewed master address street guide agreement between the City of Bartlesville and Washington County

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**CITY OF BARTLESVILLE**

2014-15 Operating Budget  
E-911 Fund – Summary  
(continued)

2015 Objectives:

- Review revenue streams and work to increase contributions to the E-911 Bartlesville-Washington County Communications Center
- Add E-911 telephone services to the fourth console to increase the level of service when funding is available
- Telephone crisis negotiation training for dispatchers
- NEXT Generation E-911 Service upgrade
- Continue to increase professionalism through advanced dispatcher training where deemed appropriate

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.

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

<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
\$826,520	\$895,346	\$895,473	\$925,329	\$925,329



**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 E-911 Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Emergency Dispatch	\$ 826,520	\$ 895,346	\$ 895,473	\$ 925,329
Reserves:           Compensated Absences Reserve	-	16,665	-	19,868
<b>Total Expenditures and Reserves</b>	<b>\$ 826,520</b>	<b>\$ 912,011</b>	<b>\$ 895,473</b>	<b>\$ 945,197</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
E-911 Service Tax	\$ 175,928	\$ 170,400	\$ 217,009	\$ 206,100
E-911 Wireless Fee	273,066	270,600	219,871	224,200
Charges for Services	2,400	2,400	2,400	2,100
Interest and Investment Income	220	300	-	300
Transfer In:           General	343,119	418,313	418,313	504,629
Fund Balance	78,388	53,201	45,748	7,868
<b>Total Available for Appropriation</b>	<b>\$ 873,121</b>	<b>\$ 915,214</b>	<b>\$ 903,341</b>	<b>\$ 945,197</b>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**E-911 Fund – Emergency Dispatch – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 499,677	\$ 542,000	\$ 523,417	\$ 537,000	\$ 537,000	\$ 537,000
51120 OVERTIME	31,253	15,000	25,971	16,000	16,000	16,000
51130 FICA	39,431	42,000	40,325	42,000	42,000	42,000
51140 GROUP INSURANCE	72,160	107,667	107,667	133,629	133,629	133,629
51150 DB RETIREMENT	47,162	37,000	46,144	44,000	44,000	44,000
51155 DC RETIREMENT	11,365	15,000	12,547	14,000	14,000	14,000
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 701,048</b>	<b>\$ 758,667</b>	<b>\$ 756,071</b>	<b>\$ 786,629</b>	<b>\$ 786,629</b>	<b>\$ 786,629</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 2,372	\$ 4,079	\$ 4,849	\$ 4,000	\$ 4,000	\$ 4,000
52310 UTILITIES & COMMUNICATIONS	105,926	115,000	122,201	109,701	109,701	109,701
52510 OTHER SERVICES	11,098	11,100	9,531	18,999	18,999	18,999
52610 MAINT. & REPAIR SERVICE	1,205	2,000	911	1,000	1,000	1,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 120,601</b>	<b>\$ 132,179</b>	<b>\$ 137,492</b>	<b>\$ 133,700</b>	<b>\$ 133,700</b>	<b>\$ 133,700</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,118	\$ 1,000	\$ 120	\$ 3,369	\$ 3,369	\$ 3,369
53210 JANITORIAL SUPPLIES	6	-	-	-	-	-
53310 GENERAL SUPPLIES	3,310	2,400	1,790	331	331	331
53610 MAINT. & REPAIR MATERIALS	437	1,100	-	1,300	1,300	1,300
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 4,871</b>	<b>\$ 4,500</b>	<b>\$ 1,910</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
<b>TOTAL BUDGET</b>	<b>\$ 826,520</b>	<b>\$ 895,346</b>	<b>\$ 895,473</b>	<b>\$ 925,329</b>	<b>\$ 925,329</b>	<b>\$ 925,329</b>

**CITY OF BARTLESVILLE**

2014-15 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>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGTED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 BUDGTED NUMBER OF EMPLOYEES</b>
Emergency Comm. Tech	13	15	13	15
<b>TOTAL</b>	<b>13</b>	<b>15</b>	<b>13</b>	<b>15</b>

# ***CITY OF BARTLESVILLE***

## **2014-15 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 Bartlesville Library Trust Authority, and donations are the principal revenues of the Special Library Fund.

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**2014 Accomplishments:**

- The canteen style event, emceed by Joe Sears was attended by 300+ people of all ages. Other programs of the series included a children’s program on games of the decade and a tribute to WWII veterans. Sponsored by BPL, ODL and FOL (Friends of the Library), and CoP
- Literacy Volunteer Appreciation Luncheon, tutor and student materials, and In-Service training expenses was funded by a CoP Grant
- We now have an e-Music Collection of 208 albums, courtesy of a Phillips 66 Community Grant as well as an additional 702 e-books

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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Special Library Fund – Summary  
 (continued)

2015 Objectives:

- Add 1 bi-lingual part-time assistant in Literacy to assist Coordinator with ESL students and their needs and assessments
- Continue to grow the e-Book and e-Music collections by 10% to meet the tsunami-like demands for this medium of information and service
- Increase Adult Programming increase by 15%
- Increase online subscriptions by 2-3 in LFH. Strapped for shelving space, we are beginning a process of making shelf room for new materials by adding on-line subscriptions to provide access to the same materials/information, and more, that is currently in print format

Budget Highlights:

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

**FUND 208 SPECIAL LIBRARY  
 DEPT 421 LIBRARY**

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$113,613	\$148,375	\$82,508	\$141,350	\$141,350

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Special Library Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Library	\$ 113,613	\$ 148,375	\$ 82,508	\$ 141,350
Reserves:       Compensated Absences Reserve	-	723	-	-
<b>Total Expenditures</b>	<b>\$ 113,613</b>	<b>\$ 149,098</b>	<b>\$ 82,508</b>	<b>\$ 141,350</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Intergovernmental	\$ 31,264	\$ 29,500	\$ 27,200	\$ 25,000
Interest and Investment Income	911	900	-	-
Donations and Miscellaneous	38,734	-	8,852	-
Transfer In:       From BLTA	56,072	50,000	50,000	50,000
Fund Balance	270,946	225,247	284,314	287,858
<b>Total Available for Appropriation</b>	<b>\$ 397,927</b>	<b>\$ 305,647</b>	<b>\$ 370,366</b>	<b>\$ 362,858</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Special Library Fund – Library – Line Item Detail

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 11,142	\$ 10,000	\$ 9,911	\$ 10,000	\$ 10,000	\$ 10,000
51130 FICA	852	1,000	758	1,000	1,000	1,000
51150 DB RETIREMENT	-	-	-	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 11,994</b>	<b>\$ 11,000</b>	<b>\$ 10,669</b>	<b>\$ 11,000</b>	<b>\$ 11,000</b>	<b>\$ 11,000</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 791	\$ 650	\$ 5,208	\$ 2,000	\$ 2,000	\$ 2,000
52510 OTHER SERVICES	7,922	11,250	8,490	4,000	4,000	4,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 8,713</b>	<b>\$ 11,900</b>	<b>\$ 13,698</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 3,369	\$ 7,500	\$ 6,653	\$ 7,500	\$ 7,500	\$ 7,500
53310 GENERAL SUPPLIES	89,537	117,975	51,488	116,850	116,850	116,850
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 92,906</b>	<b>\$ 125,475</b>	<b>\$ 58,141</b>	<b>\$ 124,350</b>	<b>\$ 124,350</b>	<b>\$ 124,350</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 113,613</b>	<b>\$ 148,375</b>	<b>\$ 82,508</b>	<b>\$ 141,350</b>	<b>\$ 141,350</b>	<b>\$ 141,350</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Special Library Fund – Library – Personnel and Capital Detail

**FUND 208 SPECIAL LIBRARY  
 DEPT 421 LIBRARY**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 BUDGTED NUMBER OF EMPLOYEES</b>
Literacy Assistant (2)	0.5	0.51	0.5	0.51
<b>TOTAL</b>	<b>0.5</b>	<b>0.51</b>	<b>0.5</b>	<b>0.51</b>



***CITY OF BARTLESVILLE***  
2014-15 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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2014 Accomplishments:

- Full and Part time staff continued working on the digitization project funded by the Martha Jane Staff Grant. Collection items included funeral records, city directories, photos, and archived newspapers
- The Trust continues to provide four billboards throughout the year giving a strong visual presence in the community

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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Special Museum Fund – Summary  
 (continued)

- 2015 Objectives:
- Seek grant opportunities to fund the Photo Archivist (part time) position
  - Continually work to increase awareness of the Museum and its valued collections though working with DBI, Inc., local and franchise business owners, individuals, and public and private schools, at every opportunity possible
  - Continue to increase awareness through billboard advertising using collection photos.

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>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$56,479</b>	<b>\$44,000</b>	<b>\$40,975</b>	<b>\$46,500</b>	<b>\$46,500</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Special Museum Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Museum	\$ 56,479	\$ 44,000	\$ 40,975	\$ 46,500
<b>Total Expenditures</b>	<b>\$ 56,479</b>	<b>\$ 44,000</b>	<b>\$ 40,975</b>	<b>\$ 46,500</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Interest and Investment Income	\$ 328	\$ 900	\$ -	\$ -
Donations and Miscellaneous	47,606	-	2,501	-
Transfer In: History Musuem Trust	40,000	40,000	10,000	-
Fund Balance	67,702	93,432	132,239	103,765
<b>Total Available for Appropriation</b>	<b>\$ 155,636</b>	<b>\$ 134,332</b>	<b>\$ 144,740</b>	<b>\$ 103,765</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Special Museum Fund – Museum – Line Item Detail

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 23,716	\$ 29,000	\$ 29,522	\$ 31,000	\$ 31,000	\$ 31,000
51130 FICA	1,814	3,000	2,258	3,000	3,000	3,000
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 25,530</b>	<b>\$ 32,000</b>	<b>\$ 31,780</b>	<b>\$ 34,000</b>	<b>\$ 34,000</b>	<b>\$ 34,000</b>
<b>CONTRACTUAL SERVICES</b>						
52410 PROFESSIONAL SERVICES	\$ -	\$ 2,000	\$ 1,327	\$ 1,000	\$ 1,000	\$ 1,000
52510 OTHER SERVICES	6,897	8,500	6,240	6,500	6,500	6,500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 6,897</b>	<b>\$ 10,500</b>	<b>\$ 7,567</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53310 GENERAL SUPPLIES	\$ 24,052	\$ 1,500	\$ 1,628	\$ 5,000	\$ 5,000	\$ 5,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 24,052</b>	<b>\$ 1,500</b>	<b>\$ 1,628</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 56,479</b>	<b>\$ 44,000</b>	<b>\$ 40,975</b>	<b>\$ 46,500</b>	<b>\$ 46,500</b>	<b>\$ 46,500</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Special Museum Fund – Museum – Personnel and Capital Detail

**FUND 209 SPECIAL MUSEUM  
 DEPT 425 MUSUEM**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 BUDGTED NUMBER OF EMPLOYEES</b>
Temporary Clerk	0.53	0.53	0.53	0.53
Temporary Clerk	0.63	0.63	0.63	0.63
Photo Archivist Clerk	0.5	0.5	0.5	0.5
<b>TOTAL</b>	<b>1.66</b>	<b>1.66</b>	<b>1.66</b>	<b>1.66</b>

***CITY OF BARTLESVILLE***  
 2014-15 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 Conoco-Phillips Global Aviation Services. The airport is available to the public and has large hangars and t-hangars available for rent. Conoco-Phillips donates most of the operating costs to the City as Conoco-Phillips only accepts the amount collected in rent as compensation for the operations.

2014 Accomplishments: • Completed the parallel and connecting taxiway replacement

2015 Objectives: • Contingent on the reimbursement schedule from the FAA for the parallel and connecting taxiway replacement project, begin engineering design of the FBO concrete apron rehabilitation

Budget Highlights: The major budgeted expenditures in this fund are operational services, which is the amount paid to Conoco-Phillips as part of our operating agreement with them, and capital outlay for the improvement of the runways and taxiways. The amount of operational services paid to Conoco-Phillips has increased dramatically over the last two years, due to an increase in the rates that Conoco-Phillips is paying for their heavy use of the airport.

**FUND 240 MUNICIPAL AIRPORT  
 DEPT 147 AIRPORT**

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$229,912	\$1,253,491	\$811,719	\$139,972	\$139,972

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Municipal Airport Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Airport	\$ 229,912	\$ 1,253,491	\$ 811,719	\$ 139,972
<b>Total Expenditures</b>	<b>\$ 229,912</b>	<b>\$ 1,253,491</b>	<b>\$ 811,719</b>	<b>\$ 139,972</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Intergovernmental	\$ 61,061	\$ 588,466	\$ 588,466	\$ -
Interest and Investment Income	1,584	1,800	-	-
Fund Balance	623,992	663,225	363,225	139,972
<b>Total Available for Appropriation</b>	<b>\$ 686,637</b>	<b>\$ 1,253,491</b>	<b>\$ 951,691</b>	<b>\$ 139,972</b>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**Municipal Airport Fund – Airport – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 4,263	\$ -	\$ 1,865	\$ -	\$ -	\$ -
51130 FICA	326	-	143	-	-	-
51140 GROUP INSURANCE	886	-	235	-	-	-
51150 DB RETIREMENT	945	-	14	-	-	-
51155 DC RETIREMENT	4	-	105	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 6,424</b>	<b>\$ -</b>	<b>\$ 2,362</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CONTRACTUAL SERVICES</b>						
52410 PROFESSIONAL SERVICES	\$ 7,000	\$ -	\$ 4,225	\$ -	\$ -	\$ -
52710 OPERATIONAL SERVICES	-	-	366	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 7,000</b>	<b>\$ -</b>	<b>\$ 4,591</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53610 MAINT. & REPAIR MATERIALS	\$ 8,348	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 8,348</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>						
55930 OTHER IMPROVEMENTS	\$ 208,140	\$ 1,253,491	\$ 804,766	\$ 139,972	\$ 139,972	\$ 139,972
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 208,140</b>	<b>\$ 1,253,491</b>	<b>\$ 804,766</b>	<b>\$ 139,972</b>	<b>\$ 139,972</b>	<b>\$ 139,972</b>
<b>TOTAL BUDGET</b>	<b>\$ 229,912</b>	<b>\$ 1,253,491</b>	<b>\$ 811,719</b>	<b>\$ 139,972</b>	<b>\$ 139,972</b>	<b>\$ 139,972</b>



***CITY OF BARTLESVILLE***  
 2014-15 Operating Budget  
 Harshfield Library Donation Fund – Summary

Fund Mission: To provide support to the Bartlesville Public Library for items that are beyond the limits of the Library’s operating budget. Funds are to be used as a supplement to, but not a replacement for City provided revenue.

Fund Description: This fund was established to provide additional support for the operation of the Bartlesville Public Library through the Harshfield Library Donation. Funds will be used:

- To enhance Library programming including author visits and/or speakers of educational or literary interest, and related expenses
- Provide additional materials or subscriptions not provided through the annual disbursements by the City, the Library Trust Authority, State Aid through ODL, or outside granting agencies
- Provide for extraordinary purchases

2014 Accomplishments: • N/A

2015 Objectives:

- Invite author Roy Blount, Jr., or someone of similar qualifications to present during the Oklahoma Reads programming series celebrating Charles Portis’ novel, True Grit. Funds will cover all related expenses, including publicity for the event
- Used for expenses relating to “Celebrating the 1960’s” program series in 2015

Budget Highlights: Advertising, speaker fees, video conferencing fees, supplies for events and rental fees.

**FUND 241 Harshfield Library Donation Fund  
 DEPT 421 LIBRARY**

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$0	\$0	\$0	\$30,200	\$30,200

**CITY OF BARTLESVILLE**

2014-15 Operating Budget

Harshfield Library Donation Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Museum	\$ -	\$ -	\$ -	\$ 30,200
Unallocated	-	-	-	866,270
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 896,470</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Donations and Miscellaneous	\$ -	\$ -	\$ 896,470	\$ -
Fund Balance	-	-	-	896,470
<b>Total Available for Appropriation</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 896,470</b>	<b>\$ 896,470</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Harshfield Library Donation Fund – Airport – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
52410 PROFESSIONAL SERVICES	\$ -	\$ -	\$ -	\$ 18,250	\$ 18,250	\$ 18,250
52510 OTHER SERVICES	-	-	-	5,000	5,000	5,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 23,250</b>	<b>\$ 23,250</b>	<b>\$ 23,250</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53310 GENERAL SUPPLIES	\$ -	\$ -	\$ -	\$ 6,950	\$ 6,950	\$ 6,950
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,950</b>	<b>\$ 6,950</b>	<b>\$ 6,950</b>
<b>TOTAL BUDGET</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,200</b>	<b>\$ 30,200</b>	<b>\$ 30,200</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Restricted Revenue Fund – Summary

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

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

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2014 Accomplishments: • Purchased additional equipment deemed necessary for Operations Division, Criminal Investigations Division, and Training Division & Administration at the Police Department

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2015 Objectives: • Purchase additional equipment deemed necessary for Operations Division, Criminal Investigations Division, and Training Division & Administration at the Police Department

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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 REVENUE  
 ALL DEPARTMENTS**

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$34,115	\$217,019	\$46,473	\$198,529	\$198,529

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Restricted Revenue Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
General Services	\$ -	\$ 17,759	\$ 10,872	\$ 10,325
Cemetery	-	11,086	-	11,086
Community Development	1,807	468	1,528	189
Fire	169	32,592	21,324	12,360
Police	32,139	42,467	12,749	21,656
Park and Recreation	-	102,530	-	130,796
Swimming Pools	-	6,042	-	6,042
Stadium	-	4,075	-	6,075
<b>Total Expenditures</b>	<b>\$ 34,115</b>	<b>\$ 217,019</b>	<b>\$ 46,473</b>	<b>\$ 198,529</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Donations and Miscellaneous	\$ 103,803	\$ 28,736	\$ 68,598	\$ -
Fund Balance	90,188	188,283	177,275	199,400
<b>Total Available for Appropriation</b>	<b>\$ 193,991</b>	<b>\$ 217,019</b>	<b>\$ 245,873</b>	<b>\$ 199,400</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Restricted Revenue Fund – Expense Outlay Detail

FUND 243 SPECIAL REVENUE  
 ALL DEPARTMENTS

*Expense Schedule*

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	12/13 ACTUAL	13/14 BUDGET	13/14 ESTIMATE	14/15 BUDGET
170	04037	Homeland Security	-	109	-	109
170	13112	Freedom Flag	-	17,650	10,872	10,216
		<b>Total Building Maintenance</b>	-	<b>17,759</b>	<b>10,872</b>	<b>10,325</b>
174	04012	Luminary Beautification	-	9,986	-	9,986
174	99051	Bell Tower Maintenance	-	1,100	-	1,100
		<b>Total Cemetery</b>	-	<b>11,086</b>	-	<b>11,086</b>
180	10034	Bicycle Rodeo	-	189	-	189
180	12018	Rides for the Disabled	1,807	279	1,528	-
		<b>Total Community Development</b>	<b>1,807</b>	<b>468</b>	<b>1,528</b>	<b>189</b>
250	99005	Albright Fire Trust	169	950	-	1,042
250	99042	General Fire Donations	-	1,642	-	2,642
250	13064	Communication Equipment	-	30,000	21,324	8,676
		<b>Total Fire</b>	<b>169</b>	<b>32,592</b>	<b>21,324</b>	<b>12,360</b>
270	10043	Walton Family	-	1,603	-	-
270	10046	SOT-Special Operations Team	-	974	-	974
270	11026	Cherokee Nation Radio Repeaters	-	6,020	-	6,020
270	99006	Albright Police Trust	-	-	-	250
270	99028	Federal Drug Task Force Reimbursements	29,414	5,280	4,763	13,326
270	99030	Police Reserve	-	1,925	1,298	627
270	99031	Police Explorer	-	249	-	249
270	99036	K9 police dog	-	201	388	210
270	13066	Shot guns	2,725	26,215	-	-
270	14001	SWAT Training	-	-	6,300	-
		<b>Total Police</b>	<b>32,139</b>	<b>42,467</b>	<b>12,749</b>	<b>21,656</b>
431	00016	Centennial Plaza	-	39,536	-	39,536
431	10023	Bruce Goff Tower	-	54,677	-	61,305

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Restricted Revenue Fund – Expense Outlay Detail  
 (continued)

*Expense Schedule*  
 (continued)

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>12/13 ACTUAL</b>	<b>13/14 BUDGET</b>	<b>13/14 ESTIMATE</b>	<b>14/15 BUDGET</b>
431	11013	McAlister Park	-	281	-	500
431	11027	Leadership Bartlesville Class XX Project	-	123	-	123
432	12020	Sale of Park Property	-	-	-	17,400
431	99033	Sante Fe Engine Preservation	-	315	-	315
431	99037	Arutunoff Softball Fields	-	1,240	-	1,840
431	99038	Flag Football Fields	-	4,784	-	5,939
431	99039	MJ Lee Soccer Fields	-	500	-	645
431	99040	Robinwood Soccer Fields	-	543	-	793
431	99047	Sooner Jr	-	531	-	2,400
		<b>Total Parks and Recreation</b>	-	<b>102,530</b>	-	<b>130,796</b>
432	08029	<b>Frontier Park Project</b>	-	<b>6,042</b>	-	<b>6,042</b>
476	10026	<b>Stadium renovations</b>	-	<b>4,075</b>	-	<b>6,075</b>
<b>TOTAL</b>			<b>\$ 34,115</b>	<b>\$ 217,019</b>	<b>\$ 46,473</b>	<b>\$ 198,529</b>

**CITY OF BARTLESVILLE**  
2014-15 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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2014 Accomplishments: 

- Held a 50 year celebration tournament to raise revenue to add improvements to the practice facility Areas

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2015 Objectives: 

- To continue raising money for facility and clubhouse improvements

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Budget Highlights: The major budgeted expenditures in this fund are for maintenance and repairs and a transfer to the Bond Financing fund. The transfer to the Bond Financing Fund is to reimburse that fund for an advance which enabled the balance of the renovation project to be completed in a single phase rather than phased over several years. As of July 1, 2006, the balance owed to the Bond Financing Fund is \$63,000. This amount will be paid back over a few years by revenue generated from a \$1.00 per round assessment on green fees and memberships.



***CITY OF BARTLESVILLE***  
 2014-15 Operating Budget  
 Golf Course Memorial Fund – Summary  
 (continued)

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

<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$129,442</b>	<b>\$16,230</b>	<b>\$14,837</b>	<b>\$2,205</b>	<b>\$2,205</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Golf Course Memorial Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Municipal Golf Course	\$129,442	\$ 16,230	\$ 14,837	\$ 2,205
<b>Total Expenditures</b>	<b>\$ 129,442</b>	<b>\$ 16,230</b>	<b>\$ 14,837</b>	<b>\$ 2,205</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Charges for Services	\$ 13,126	\$ -	\$ -	\$ -
Interest and Investment Income	108	-	-	-
Donations and Miscellaneous	10,148	-	300	-
Fund Balance	18,327	4,730	16,742	2,205
<b>Total Available for Appropriation</b>	<b>\$ 41,709</b>	<b>\$ 4,730</b>	<b>\$ 17,042</b>	<b>\$ 2,205</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Golf Course Memorial Fund – Golf Course – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2013-14 APPROVED</b>
52410 PROFESSIONAL SERVICES	\$ -	\$ -	\$ 4,404	\$ -	\$ -	\$ -
52510 OTHER SERVICES	-	-	812	-	-	-
52610 MAINT. & REPAIR SERVICE	781	-	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 781</b>	<b>\$ -</b>	<b>\$ 5,216</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ -	\$ 150	-	-	\$ -
53210 JANITORIAL SUPPLIES	-	-	-	-	-	-
53310 GENERAL SUPPLIES	\$ 2,498	\$ -	\$ 3,110	\$ -	\$ -	\$ -
53610 MAINT. & REPAIR MATERIALS	1,564	4,730	6,361	2,205	2,205	2,205
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 4,062</b>	<b>\$ 4,730</b>	<b>\$ 9,621</b>	<b>\$ 2,205</b>	<b>\$ 2,205</b>	<b>\$ 2,205</b>
<b>CAPITAL OUTLAY</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
55920 BUILDINGS & STRUCTURES	\$ 21,957	\$ -	\$ -	\$ -	\$ -	\$ -
55930 OTHER IMPROVEMENTS	102,642	11,500	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 124,599</b>	<b>\$ 11,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 129,442</b>	<b>\$ 16,230</b>	<b>\$ 14,837</b>	<b>\$ 2,205</b>	<b>\$ 2,205</b>	<b>\$ 2,205</b>

# **CITY OF BARTLESVILLE**

## **2014-15 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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**2014 Accomplishments:**

- Purchased four moving radar systems for Patrol Division

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**2015 Objectives:**

- Purchase needed equipment such as additional radar systems and any other traffic safety or crime scene protection related items currently requiring replacement

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

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

<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$9,511</b>	<b>\$37,130</b>	<b>\$12,347</b>	<b>\$30,409</b>	<b>\$30,409</b>

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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 JAG Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Police	\$ 9,511	\$ 37,130	\$ 12,347	\$ 30,409
<b>Total Expenditures</b>	<b>\$ 9,511</b>	<b>\$ 37,130</b>	<b>\$ 12,347</b>	<b>\$ 30,409</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Intergovernmental	\$ 17,246	\$ 7,000	\$ 10,515	\$ -
Interest and Investment Income	116	-	-	-
Fund Balance	24,390	30,130	32,241	30,409
<b>Total Available for Appropriation</b>	<b>\$ 41,752</b>	<b>\$ 37,130</b>	<b>\$ 42,756</b>	<b>\$ 30,409</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 JAG Fund – Police – Line Item Detail

<b>MATERIALS &amp; SUPPLIES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
53310 GENERAL SUPPLIES	\$ 5,390	\$ 30,130	\$ 1,733	\$ 30,409	\$ 30,409	\$ 30,409
53410 TOOLS & EQUIPMENT	-	7,000	10,614	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<u>\$ 5,390</u>	<u>\$ 37,130</u>	<u>\$ 12,347</u>	<u>\$ 30,409</u>	<u>\$ 30,409</u>	<u>\$ 30,409</u>
<b>TOTAL BUDGET</b>	<u>\$ 9,511</u>	<u>\$ 37,130</u>	<u>\$ 12,347</u>	<u>\$ 30,409</u>	<u>\$ 30,409</u>	<u>\$ 30,409</u>

# ***CITY OF BARTLESVILLE***

## **2014-15 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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2014 Accomplishments:

- Added software to 45 mobile laptop computers to give Patrol Officers in-car access to real time Oklahoma Law Enforcement Telecommunications (O.L.E.T.S.), National Crime Information Center (N.C.I.C.), and Law Enforcement Records Management Systems (R.M.S.) sharing
- Added hardware to 45 mobile laptop computers to give Patrol Officers in-car capability to scan driver's license information on a bar-code/magnetic-stripe reader into mobile computer & SLEUTH software operating system
- Added hardware to 45 mobile laptop computers to give Patrol Officers in-car capability to print copies of electronic citations from a thermal printer.
- Upgraded wireless network to a modern 4G system through the purchase of Wireless Receivers/Transmitters-Base Stations & mobile units' equivalent

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2015 Objectives:

- Exhaust remaining COPS grant funds

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**CITY OF BARTLESVILLE**

2014-15 Operating Budget  
COPS Grant Fund – Summary  
(continued)

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>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$201,405</b>	<b>\$508,852</b>	<b>\$284,694</b>	<b>\$112,386</b>	<b>\$112,386</b>



**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 COPS Grant Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Police	\$ 201,405	\$ 508,852	\$ 284,694	\$ 112,386
<b>Total Expenditures</b>	<b>\$ 201,405</b>	<b>\$ 508,852</b>	<b>\$ 284,694</b>	<b>\$ 112,386</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Intergovernmental	\$ 152,495	\$ -	\$ 397,698	\$ 112,386
Fund Balance	3,154	508,852	(113,004)	-
<b>Total Available for Appropriation</b>	<b>\$ 155,649</b>	<b>\$ 508,852</b>	<b>\$ 284,694</b>	<b>\$ 112,386</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 COPS Grant Fund – Police – Line Item Detail

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2006-07 APPROVED</b>
51110 REGULAR SALARIES	\$ 521	\$ -	\$ -	\$ -	\$ -	\$ -
51130 FICA	40	-	-	-	-	-
51140 GROUP INSURANCE	88	-	-	-	-	-
51150 DB RETIREMENT	22	-	-	-	-	-
51155 DC RETIREMENT	13	-	-	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 684</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CONTRACTUAL SERVICES</b>						
52410 PROFESSIONAL SERVICES	\$ 5,770	\$ 152,132	\$ -	\$ -	\$ -	\$ -
52510 OTHER SERVICES	-	-	97,710	-	-	-
52610 MAINT. & REPAIR SERVICE	-	-	37,276	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 5,770</b>	<b>\$ 152,132</b>	<b>\$ 134,986</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53310 GENERAL SUPPLIES	\$ 40,668	\$ -	\$ 149,708	\$ -	\$ -	\$ -
53410 TOOLS & EQUIPMENT	46	-	-	-	-	-
53610 MAINT. & REPAIR MATERIALS	542	-	-	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 41,256</b>	<b>\$ -</b>	<b>\$ 149,708</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>						
55930 OTHER IMPROVEMENTS	\$ -	\$ 356,720	\$ -	\$ 112,386	\$ 112,386	\$ 112,386
55940 MACHINERY & EQUIPMENT	149,879	-	-	-	-	-
55950 OFFICE EQUIP & FURNISH	3,816	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 153,695</b>	<b>\$ 356,720</b>	<b>\$ -</b>	<b>\$ 112,386</b>	<b>\$ 112,386</b>	<b>\$ 112,386</b>
<b>TOTAL BUDGET</b>	<b>\$ 201,405</b>	<b>\$ 508,852</b>	<b>\$ 284,694</b>	<b>\$ 112,386</b>	<b>\$ 112,386</b>	<b>\$ 112,386</b>

**CITY OF BARTLESVILLE**  
 2014-15 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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2014 Accomplishments: • N/A

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2015 Objectives: • N/A

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Budget Highlights: The only budgeted expenditures in this fund are for a transfer to BMA – General that is being used to pay debt service on the purchase of new park land adjacent to Johnstone Park.

**FUND 271 NEIGHBORHOOD PARK  
 DEPT 900 TRANSFERS**

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$18,431	\$3,489	\$3,489	\$0	\$0

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Neighborhood Park Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Park and Recreation	\$ -	\$ -	\$ -	\$ -
Transfers Out: BMA - General	18,431	3,489	3,489	-
<b>Total Expenditures</b>	<b>\$ 18,431</b>	<b>\$ 3,489</b>	<b>\$ 3,489</b>	<b>\$ -</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Interest and Investment Income	\$ 35	\$ -	\$ -	\$ -
Donations and Miscellaneous	4,200	-	-	-
Fund Balance	20,119	3,489	5,923	2,434
<b>Total Available for Appropriation</b>	<b>\$ 24,354</b>	<b>\$ 3,489</b>	<b>\$ 5,923</b>	<b>\$ 2,434</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Neighborhood Park Fund – Transfers – Line Item Detail

<b>TRANSFERS OUT</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
59720 BMA - GENERAL	\$ 18,431	\$ 3,489	\$ 3,489	\$ -	\$ -	\$ -
<b>TOTAL TRANSFERS</b>	<u>\$ 18,431</u>	<u>\$ 3,489</u>	<u>\$ 3,489</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>TOTAL BUDGET</b>	<u>\$ 18,431</u>	<u>\$ 3,489</u>	<u>\$ 3,489</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

***CITY OF BARTLESVILLE***  
 2014-15 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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2014 Accomplishments: 

- No Projects were planned and no funds were spent from this budget during the FY2014 budget year

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2015 Objectives: 

- Create roads in the McCaleb Addition and open Blocks 10 & 11
- Purchase and install external security cameras for the Office area

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Budget Highlights: The only budgeted expenditures for this fund are for various improvements to the cemetery.

**FUND 274 CEMETERY PERPETUAL CARE  
 DEPT 174 CEMETERY**

2012-13 ACTUAL	2013-14 BUDGET	2014-15 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$27,525	\$107,013	\$0	\$84,785	\$84,785

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Cemetery Perpetual Care Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Cemetery	\$ 27,525	\$ 107,013	\$ -	\$ 84,785
<b>Total Expenditures</b>	<b>\$ 27,525</b>	<b>\$ 107,013</b>	<b>\$ -</b>	<b>\$ 84,785</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2014-15 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Charges for Services	\$ 2,215	\$ 2,200	\$ 1,559	\$ 1,500
Interest and Investment Income	245	600	-	-
Donations and Miscellaneous	2,459	-	1,425	-
Fund Balance	100,202	104,213	80,301	83,285
<b>Total Available for Appropriation</b>	<b>\$ 105,121</b>	<b>\$ 107,013</b>	<b>\$ 83,285</b>	<b>\$ 84,785</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Cemetery Perpetual Care Fund – Cemetery – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2014-15 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
52510 OTHER SERVICES	\$ 525	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 525</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ 107,013	\$ -	\$ 84,785	\$ 84,785	\$ 84,785
53310 GENERAL SUPPLIES	1,000	-	-	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,000</b>	<b>\$ 107,013</b>	<b>\$ -</b>	<b>\$ 84,785</b>	<b>\$ 84,785</b>	<b>\$ 84,785</b>
<b>CAPITAL OUTLAY</b>						
55930 OTHER IMPROVEMENTS	\$ 26,000	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 26,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 27,525</b>	<b>\$ 107,013</b>	<b>\$ -</b>	<b>\$ 84,785</b>	<b>\$ 84,785</b>	<b>\$ 84,785</b>



**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Memorial Stadium Operating Fund – Summary

Fund Mission: To operate, improve, and maintain the Doenges Memorial Stadium in order to create a unique experience for athletes and spectators alike.

Fund Description: The Stadium Operating Fund was established in 1999 to receive the proceeds of stadium rentals which were approved by the City Council and the Stadium Operating Committee. The proceeds from these sources, along with a general fund subsidy, are used exclusively for the operation, improvement, and maintenance of the Doenges Memorial Stadium.

- 2014 Accomplishments:
- Provided home field for American Legion Baseball program and Bruin Baseball program
  - Provided a facility for other baseball teams, including Oklahoma Wesleyan University
  - Hosted the 2013 AABC Sandy Koufax Division World Series on August 1-4
  - Hosted annual Police (Bravest) vs. Fire (Finest) Department Softball Game Fundraiser for Make-A-Wish Oklahoma

- 2015 Objectives:
- Continue to provide excellent field maintenance for users
  - Continue to work with Stadium Operating Committee to make various improvements to the stadium

Budget Highlights: The major budgeted expenditures for this fund are personnel costs, utilities, maintenance and repair services, and various stadium improvements and upgrades.

**FUND 276 MEMORIAL STADIUM OPERATING  
 DEPT 476 DOENGES MEMORIAL STADIUM**

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$60,800	\$68,850	\$59,407	\$73,700	\$73,700

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Memorial Stadium Operating Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Doenges Memorial Stadium	\$ 60,800	\$ 68,850	\$ 59,407	\$ 73,700
<b>Total Expenditures</b>	<b>\$ 60,800</b>	<b>\$ 68,850</b>	<b>\$ 59,407</b>	<b>\$ 73,700</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Interest and Investment Income	\$ 129	\$ -	\$ -	\$ -
Donations and Miscellaneous	25,285	22,500	20,644	20,600
Transfer In: From General	43,552	-	-	53,079
Fund Balance	30,618	46,573	38,784	21
<b>Total Available for Appropriation</b>	<b>\$ 99,584</b>	<b>\$ 69,073</b>	<b>\$ 59,428</b>	<b>\$ 73,700</b>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**Memorial Stadium Operating Fund – Stadium – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 13,392	\$ 14,000	\$ 13,967	\$ 15,000	\$ 15,000	\$ 15,000
51120 OVERTIME	20	-	130	-	-	-
51130 FICA	880	2,000	926	2,000	2,000	2,000
51140 GROUP INSURANCE	24	-	24	-	-	-
51150 DB RETIREMENT	3,078	4,000	3,213	4,000	4,000	4,000
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 17,394</b>	<b>\$ 20,000</b>	<b>\$ 18,260</b>	<b>\$ 21,000</b>	<b>\$ 21,000</b>	<b>\$ 21,000</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 6,225	\$ 6,000	\$ 3,684	\$ 6,000	\$ 5,000	\$ 5,000
52310 UTILITIES & COMMUNICATIONS	15,481	15,000	14,276	15,000	15,000	15,000
52510 OTHER SERVICES	1,094	500	733	1,000	1,000	1,000
52610 MAINT. & REPAIR SERVICE	85	1,000	1,958	1,000	1,000	1,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 22,885</b>	<b>\$ 22,500</b>	<b>\$ 20,651</b>	<b>\$ 23,000</b>	<b>\$ 22,000</b>	<b>\$ 22,000</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 178	\$ 500	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
53210 JANITORIAL SUPPLIES	900	1,000	377	1,000	1,000	1,000
53310 GENERAL SUPPLIES	1,470	2,000	2,801	3,000	3,000	3,000
53410 TOOLS & EQUIPMENT	1,304	700	355	700	700	700
53510 FUEL	-	250	-	300	300	300
53610 MAINT. & REPAIR MATERIALS	16,669	21,900	16,963	24,700	24,700	24,700
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 20,521</b>	<b>\$ 26,350</b>	<b>\$ 20,496</b>	<b>\$ 30,700</b>	<b>\$ 30,700</b>	<b>\$ 30,700</b>
<b>TOTAL BUDGET</b>	<b>\$ 60,800</b>	<b>\$ 68,850</b>	<b>\$ 59,407</b>	<b>\$ 74,700</b>	<b>\$ 73,700</b>	<b>\$ 73,700</b>

**CITY OF BARTLESVILLE**

2014-15 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><u>CLASSIFICATION</u></b>	<b><u>2012-13 ACTUAL NUMBER OF EMPLOYEES</u></b>	<b><u>2013-14 BUDGTED NUMBER OF EMPLOYEES</u></b>	<b><u>2014-15 ACTUAL NUMBER OF EMPLOYEES</u></b>	<b><u>2014-15 BUDGTED NUMBER OF EMPLOYEES</u></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>

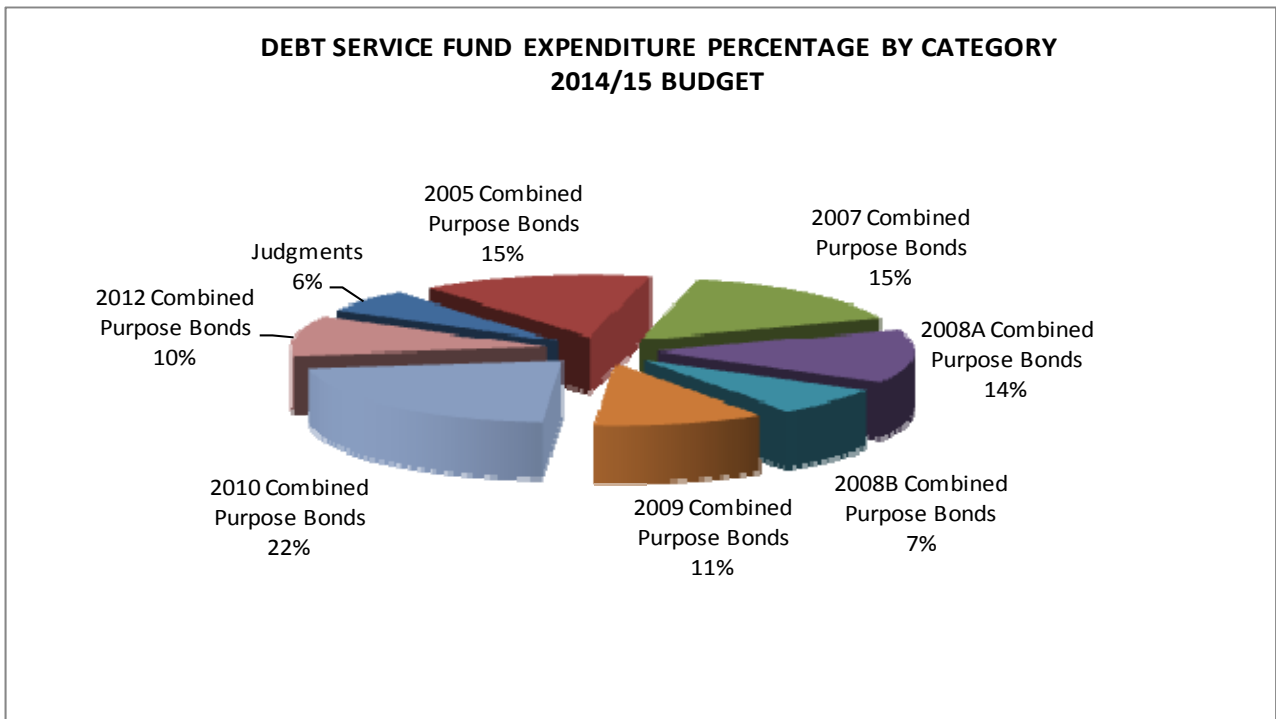
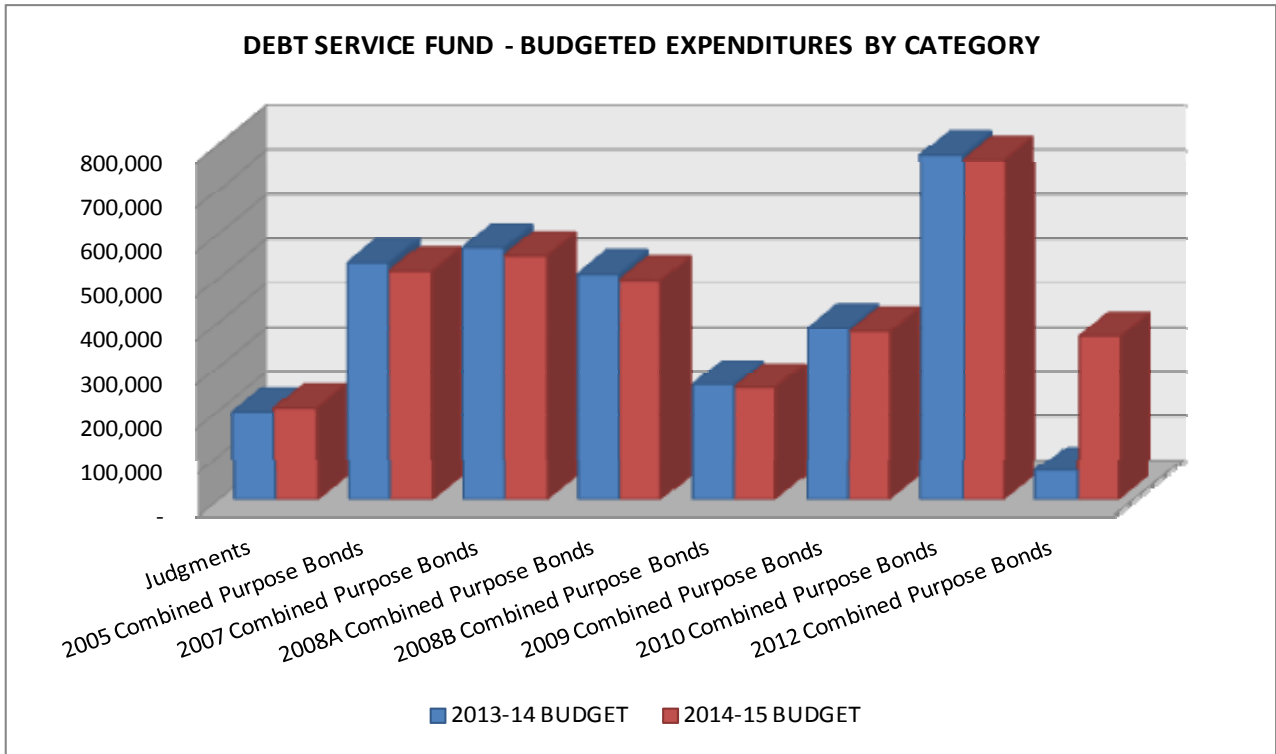
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# DEBT SERVICE FUND

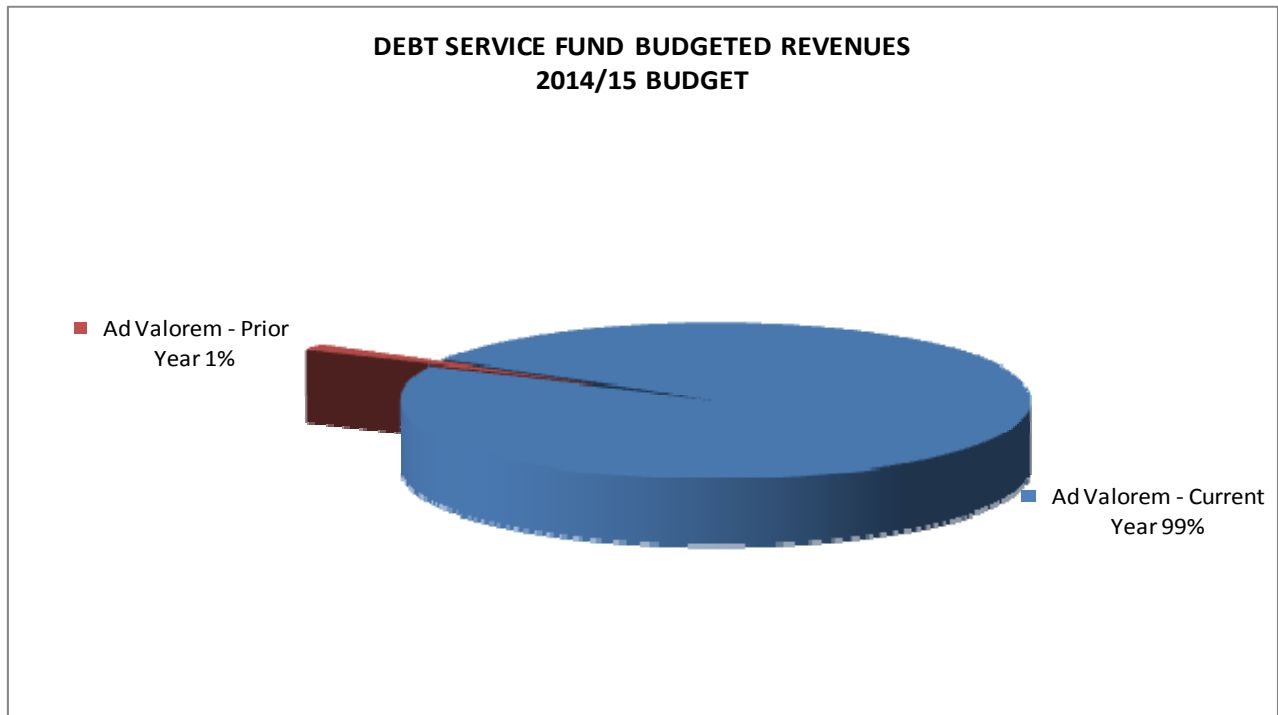
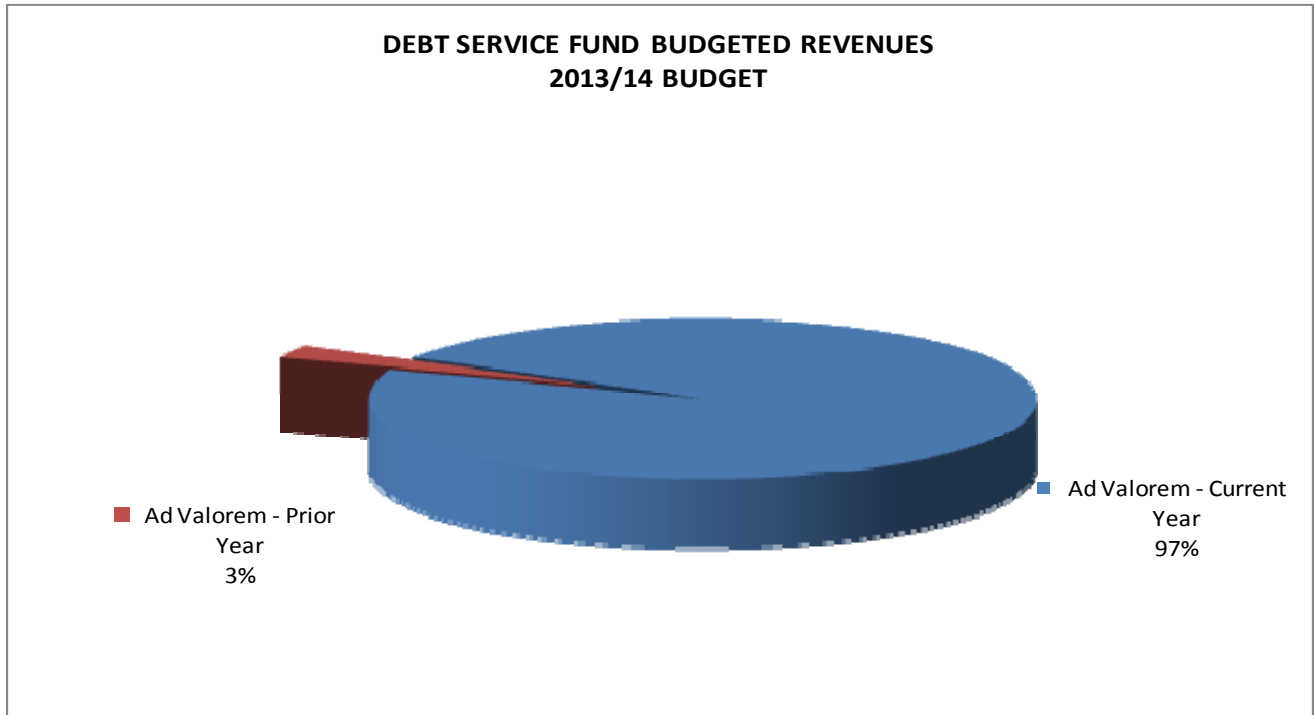


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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Debt Service Fund – Expenditure Graphs



**CITY OF BARTLESVILLE**  
2014-15 Operating Budget  
Debt Service Fund – Revenue Graphs





# ***CITY OF BARTLESVILLE***

## **2014-15 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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2014 Accomplishments: N/A

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2015 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**  
 2014-15 Operating Budget  
 Debt Service Fund – Summary by Function or Source

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Judgments	\$ 176,662	\$ 200,000	\$ 200,000	\$ 209,527
2001 Combined Purpose Bonds	366,810	-	-	-
2002 Combined Purpose Bonds	-	-	-	-
2005 Combined Purpose Bonds	555,900	537,900	537,800	519,400
2007 Combined Purpose Bonds	588,250	571,000	571,000	553,500
2008A Combined Purpose Bonds	526,190	513,210	513,210	499,570
2008B Combined Purpose Bonds	269,015	262,635	262,635	255,816
2009 Combined Purpose Bonds	398,463	390,213	390,213	383,200
2010 Combined Purpose Bonds	788,463	779,765	779,765	767,695
2012 Combined Purpose Bonds	125	67,143	67,143	372,371
<b>Total Expenditures</b>	<b><u>\$ 3,669,878</u></b>	<b><u>\$ 3,321,866</u></b>	<b><u>\$ 3,321,766</u></b>	<b><u>\$ 3,561,079</u></b>

*Revenues*

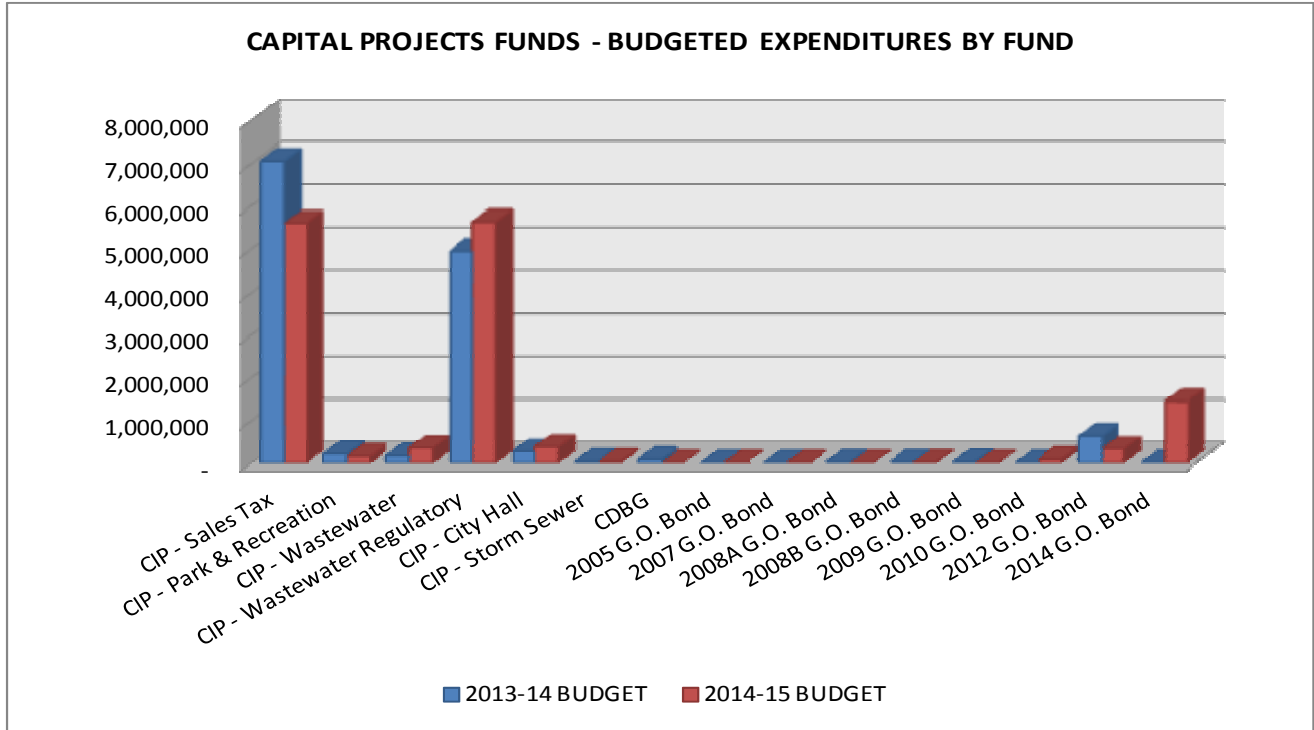
<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Ad Valorem - Current Year	\$ 3,070,024	\$ 3,232,831	\$ 3,474,384	\$ 3,511,997
Ad Valorem - Prior Year	61,207	89,784	49,247	49,780
Proceeds from Issuance of Debt	26,250	-	-	-
Fund Balance	2,181,197	1,931,145	2,035,611	2,237,476
<b>Total Available for Appropriation</b>	<b><u>\$ 5,338,678</u></b>	<b><u>\$ 5,253,760</u></b>	<b><u>\$ 5,559,242</u></b>	<b><u>\$ 5,799,253</u></b>

# CAPITAL PROJECTS FUNDS

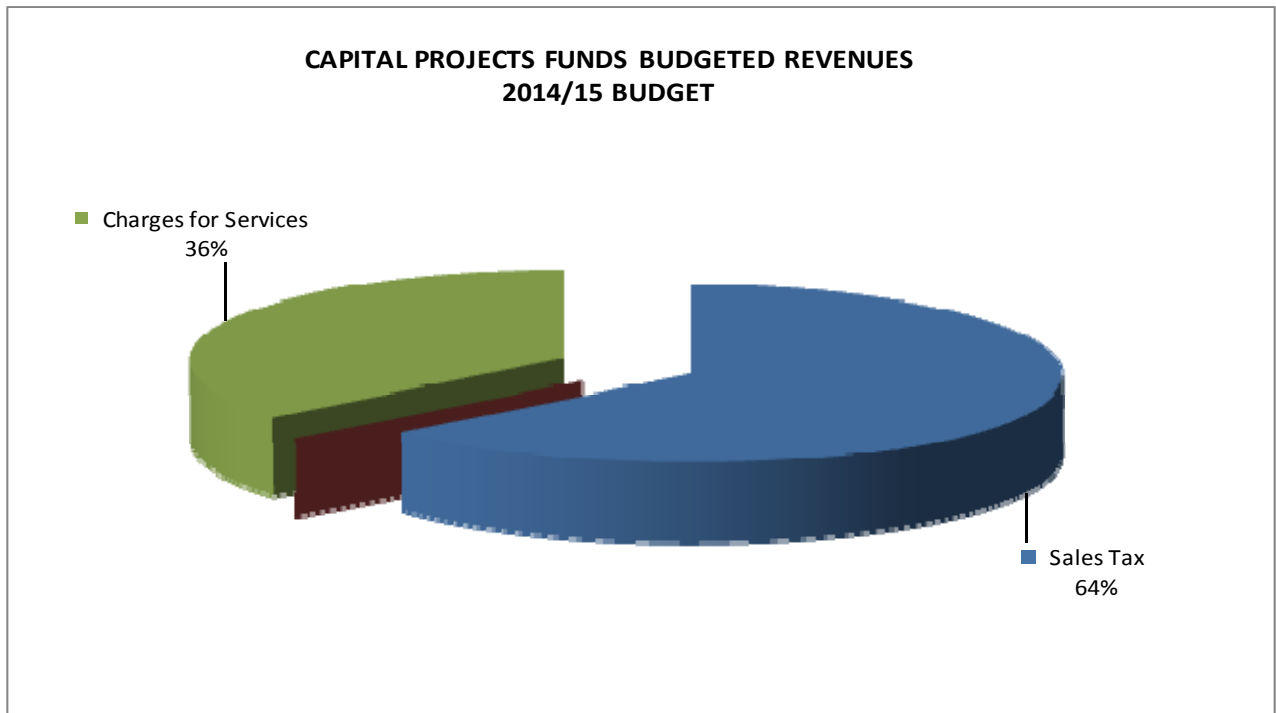
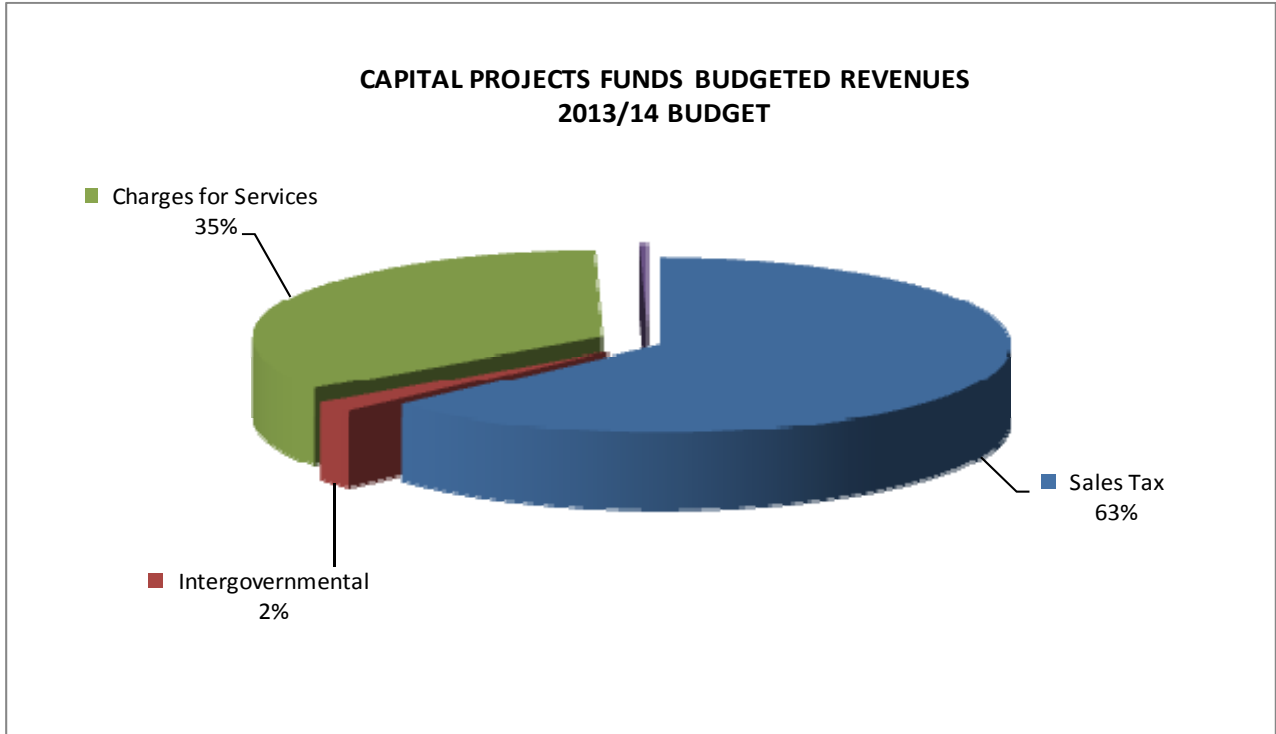


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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Capital Projects Funds – Expenditure Graph



**CITY OF BARTLESVILLE**  
2014-15 Operating Budget  
Capital Projects Funds – Revenue Graphs



**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Capital Projects Funds – Summary by Fund or Source

*Expenditures and Reserves*

<b>EXPENDITURES BY FUND</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
CIP - Sales Tax	3,474,600	7,046,772	3,936,096	5,592,186
CIP - Park & Recreation	-	207,483	30,588	149,861
CIP - Wastewater	-	165,677	18,500	349,765
CIP - Wastewater Regulatory	413,436	4,939,695	635,982	5,626,095
CIP - City Hall	35,329	272,536	4,846	371,589
CIP - Storm Sewer	2,174	43,439	15,221	36,396
CDBG	77,776	85,206	85,198	-
2005 G.O. Bond	72,597	-	-	-
2007 G.O. Bond	-	-	5,788	-
2008A G.O. Bond	804,364	17,698	24,949	-
2008B G.O. Bond	-	15,304	-	15,289
2009 G.O. Bond	20,272	29,150	61,281	-
2010 G.O. Bond	997,099	2,684	114,046	85,466
2012 G.O. Bond	2,290,531	635,165	234,204	330,878
2014 G.O. Bond	-	-	60,000	1,440,000
<b>Total Expenditures and Reserves</b>	<b>\$ 8,188,178</b>	<b>\$ 13,460,809</b>	<b>\$ 5,226,699</b>	<b>\$ 13,997,525</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Sales Tax	\$ 2,735,581	\$ 2,783,231	\$ 2,702,465	\$ 2,702,465
Intergovernmental	77,857	85,206	85,206	-
Charges for Services	1,647,572	1,512,128	1,647,441	1,512,126
Interest and Investment Income	41,102	15,300	-	-
Donations and Miscellaneous	4,554	-	3,441	-
Proceeds from Issuance of Debt	3,000,000	-	1,500,000	-
Transfer In From: BMA - Water	-	-	-	-
Fund Balance	11,063,757	9,031,399	9,071,080	9,782,934
<b>Total Available for Appropriation</b>	<b>\$ 18,570,423</b>	<b>\$ 13,427,264</b>	<b>\$ 15,009,633</b>	<b>\$ 13,997,525</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Capital Projects Funds – Capital Outlay Summary

*Capital*

<b>EXPENDITURES BY FUND &amp; DEPARTMENT</b>	<b>2014-15 BUDGETED CAPITAL EXPENDITURES</b>
CIP - Sales Tax Fund:	
General Services	\$ 812,500
Community Development	193,987
Tech Services	10,000
Fire	151,400
Police	610,000
Storm Sewer	830,000
Street	1,851,514
History Museum	4,500
Park and Recreation	995,000
Sooner Pool	3,000
Stadium	30,000
<i>Total CIP - Sales Tax</i>	<b>5,491,901</b>
CIP - Park & Recreation Fund:	
Park and Recreation	<b>149,861</b>
CIP - Wastewater Regulatory Fund:	
Wastewater Treatment Plant	3,400,000
Wastewater Maintenance	1,480,000
<i>Total CIP - Wastewater Regulatory</i>	<b>4,880,000</b>
CIP - City Hall:	
General Services	<b>70,000</b>
CIP - Storm Sewer Fund:	
Storm Sewer	<b>36,396</b>
2008B GO Bond Fund:	
Parks & Recreation	<b>15,289</b>
2010 GO Bond Fund:	
Street	<b>50,000</b>
2012 GO Bond Fund:	
Tech Services	215,878
Sooner Pool	115,000
<i>Total 2012 GO Bond</i>	<b>330,878</b>
2014 GO Bond Fund:	
Street	1,300,000
Park and Rec	140,000
<i>Total 2014 GO Bond</i>	<b>1,440,000</b>
<b>Total Expenditures</b>	<b>\$ 12,133,447</b>



# ***CITY OF BARTLESVILLE***

## **2014-15 Operating Budget CIP Sales Tax Fund– Summary**

Fund Mission: N/A

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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.

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- 2014 Accomplishments:
- Completed design of Willow Hill Detention Pond improvements and received bids
  - Completed design on light improvements for Dewey and 2<sup>nd</sup> Street downtown
  - Construction of public works facility and operation yard improvements underway
  - Completed design of pathfinder trail connection between Highway 75 and Frank Phillips.
  - Completed design of Adams Road Rehabilitation between Adams Blvd and Highway 75
  - Completed design of Lupa Rehabilitation between Seminole and Woodrow
  - Completed design of Rolling Meadows Rehabilitation between Lariat and Madison
  - Completed design of Wayside Drainage Improvement Phase II. Construction summer 2014
  - Completed design of Interurban Drainage Improvements Phase II
-

**CITY OF BARTLESVILLE**

2014-15 Operating Budget  
 CIP Sales Tax Fund– Summary  
 (continued)

2015 Objectives:

- Complete construction of the public works facility and operation yard improvements
- Complete construction of Interurban Drainage Improvements Phase II
- Complete construction of light improvements for Dewey and 2<sup>nd</sup> Street downtown
- Complete construction of pathfinder trail connection between Highway 75 and Frank Phillips
- Complete construction of Willow Hill Detention Pond improvements
- Complete construction of Rolling Meadows Rehabilitation between Lariat and Madison
- Complete construction of Adams Road Rehabilitation between Adams Blvd and Highway 75
- Complete construction of Lupa Rehabilitation between Seminole and Woodrow

Budget Highlights:

The major expenditures in this fund are capital improvements on City infrastructure and equipment.

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

<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$3,474,600</b>	<b>\$7,046,772</b>	<b>\$3,936,096</b>	<b>\$5,592,186</b>	<b>\$5,592,186</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 CIP Sales Tax Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Building Maintenance	\$ -	\$ 30,000	\$ 12,259	\$ -
General Services	187,126	1,654,000	1,582,428	812,500
Community Development	-	240,987	40,892	193,987
Tech Services	5,043	65,000	54,277	10,000
Engineering	5,500	-	-	-
Fire	55,287	115,520	45,027	151,400
Police	140,853	460,000	409,445	610,000
Emergency Dispatch	-	-	-	-
Storm Sewer	248,905	1,138,000	322,493	830,000
Street	2,429,783	1,998,000	1,096,364	1,851,514
Library	31,632	18,368	-	-
History Museum	-	16,204	11,850	4,500
Park and Recreation	326,191	1,057,000	339,069	995,000
Sooner Pool	-	8,000	4,668	3,000
Municipal Golf Course	12,028	-	-	-
Stadium	-	30,000	60	30,000
CWWTP	-	100,000	-	-
Water Plant	-	-	-	-
Transfers Out:	32,252	17,264	17,264	-
Unallocated	-	98,429	-	100,285
	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenditures	<b><u>\$ 3,474,600</u></b>	<b><u>\$ 7,046,772</u></b>	<b><u>\$ 3,936,096</u></b>	<b><u>\$ 5,592,186</u></b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 CIP Sales Tax Fund – Expenditure and Revenue Summary  
 (continued)

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Sales Tax	\$ 2,735,581	\$ 2,783,231	\$ 2,702,465	\$ 2,702,465
Interest and Investment Income	14,621	12,600	-	-
Donations and Miscellaneous	4,554	-	3,441	-
Fund Balance	<u>4,626,357</u>	<u>4,250,941</u>	<u>4,119,911</u> <span style="color: red;">▼</span>	<u>2,889,721</u>
<b>Total Available for Appropriation</b>	<b><u><u>\$ 7,381,113</u></u></b>	<b><u><u>\$ 7,046,772</u></u></b>	<b><u><u>\$ 6,825,817</u></u></b>	<b><u><u>\$ 5,592,186</u></u></b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 CIP Sales Tax Fund Capital Outlay Detail

**Capital Outlay Schedule**

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>12/13 ACTUAL</b>	<b>13/14 BUDGET</b>	<b>13/14 ESTIMATE</b>	<b>14/15 BUDGET</b>
160	14004	City Hall Boiler	\$ -	\$ 30,000	\$ 12,259	\$ -
		<b>Total Building Maintenance</b>	-	<b>30,000</b>	<b>12,259</b>	-
170	10010	City Hall Improvements	1,191	-	-	-
170	10012	Operation Yard Improvements	157,914	1,629,000	1,554,849	7,500
170	11008	Misc Building Improvements	233	-	2,679	-
170	12017	Storm Sirens	13,667	-	-	-
170	13001	Operation Yard Imprv - Engineering Design	-	-	-	-
170	13002	Misc Imprv to City Buildings and Facilities	14,121	25,000	-	20,000
170	N/A	Vehicle	-	-	24,900	-
170	New	Fuel Master Key Control System	-	-	-	15,000
170	New	Community Center Roof Replacement	-	-	-	770,000
		<b>Total General Services</b>	<b>187,126</b>	<b>1,654,000</b>	<b>1,582,428</b>	<b>812,500</b>
180	08010	Incentive for Development	-	176,000	-	176,000
180	09016	Incentives and Land Acquisitions	-	17,987	-	17,987
180	13068	2 SUV's	-	40,000	35,457	-
180	13069	Zero Turn Mower	-	7,000	5,435	-
		<b>Total Community Development</b>	-	<b>240,987</b>	<b>40,892</b>	<b>193,987</b>
185	13059	Wireless upgrades	-	55,000	54,277	-
185	10011	Dry Sprinkler Server Room	3,328	-	-	-
185	N/A	Computer and Server Replacement	-	10,000	-	-
185	13003	Information Technology	1,715	-	-	-
185	New	Information Technology Improvements	-	-	-	10,000
		<b>Total Information Technology</b>	<b>5,043</b>	<b>65,000</b>	<b>54,277</b>	<b>10,000</b>
190	12003	Resurvey of Street Network	5,500	-	-	-
		<b>Total Engineering</b>	<b>5,500</b>	-	-	-
250	N/A	Brush Truck	55,287	-	-	-
250	13070	Demo for Public Safety Complex	-	50,000	-	50,000
250	13071	Rapid Deployment Watercraft	-	8,800	8,980	-
250	13072	Portable Radios	-	7,000	6,911	-
250	13073	Voice Amplifiers for SCBA	-	2,000	1,786	-
250	13074	Piston Intake Valve	-	1,400	-	1,400
250	13075	Rescue Airbag and Cribbing	-	7,150	7,150	-

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 CIP Sales Tax Fund Capital Outlay Detail

**Capital Outlay Schedule**  
 (continued)

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>12/13 ACTUAL</b>	<b>13/14 BUDGET</b>	<b>13/14 ESTIMATE</b>	<b>14/15 BUDGET</b>
250	13076	Respirator Fit Tester	-	9,170	9,215	-
250	13077	Tornado Shelters for Firestations	-	30,000	10,985	-
250	New	Generators for Stations 1,2, & 4	-	-	-	100,000
		<b>Total Fire</b>	<b>55,287</b>	<b>115,520</b>	<b>45,027</b>	<b>151,400</b>
270	02021	Evidence Storage Building	-	250,000	-	250,000
270	03021	Police Roof Replacement	-	-	-	150,000
270	13004	Vehicles	140,853	-	-	-
	13048	Land Aquasition	-	-	200,252	-
270	13078	7 Patrol Cars	-	210,000	209,193	-
270	New	7 Patrol Cars	-	-	-	210,000
		<b>Total Police</b>	<b>140,853</b>	<b>460,000</b>	<b>409,445</b>	<b>610,000</b>
327	10008	Hillcrest Heights Drainage Phase II	200,761	-	-	-
327	12004	Willow Hill Detention Rehab	39,034	288,000	284,652	5,000
327	13005	Wayside Drainage Phase II	3,787	300,000	7,889	300,000
327	13006	Interurban Drainage Phase II	5,323	550,000	29,952	525,000
		<b>Total Storm Sewer</b>	<b>248,905</b>	<b>1,138,000</b>	<b>322,493</b>	<b>830,000</b>
328	06039	Misc Signal Controllers	4,100	20,000	20,000	-
328	09001	Misc Bridge Repair	-	20,000	1,778	-
328	10002	Bison Road	25,917	-	3,755	-
328	10019	Light/Landscaping Dewey between 2nd & 4tl	894	325,000	3,486	321,514
328	10038	Silver Lake Rd Engineering	87,813	-	(72,116)	-
328	11002	Bison Rd Rehab	641,575	-	3,930	-
328	11003	Kane Hill Realignment	807,528	-	(6,612)	-
328	N/A	1 Ton Truck	-	30,000	82	-
328	N/A	Patch Truck	137,277	-	-	-
328	12001	Virginia Rehab	125,654	-	2,231	-
328	12002	Baylor Resurfacing	99,952	-	-	-

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 CIP Sales Tax Fund Capital Outlay Detail

**Capital Outlay Schedule**  
 (continued)

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>12/13 ACTUAL</b>	<b>13/14 BUDGET</b>	<b>13/14 ESTIMATE</b>	<b>14/15 BUDGET</b>
328	11011	CDBG Matching Funds	85,822	-	-	-
328	13007	Light and Landscaping Imprv on 2nd Street	11,209	625,000	445,096	180,000
328	13008	Johnstone Ave. Rehab 14th-Adams	284,875	-	-	-
328	13009	Fenway Ave. RehabTuxedo-Ohio	102,245	-	-	-
328	13010	Materials for Miscellaneous Street Repairs	12,000	50,000	-	-
328	13041	County Jail Sidewalks	2,922	-	-	-
328	13079	3 Single Axel Dump Trucks w/Snow equip	-	375,000	391,254	-
328	13080	2 One Ton Trucks w/Flat Bed Dump	-	60,000	92,502	-
328	13081	Lupa Rehab Seminole to Woodrow	-	200,000	930	200,000
328	13082	Rolling Meadows Rehab Madison to Lariat	-	-	930	250,000
328	13083	Adams Road Rehab Adams Blvd to Hwy 75	-	213,000	208,983	5,000
328	13084	CDBG Matching Funds	-	80,000	135	80,000
328	New	Frank Phillips Rehab Keeler to Cherokee	-	-	-	300,000
328	New	Limestone Rehab 75 to Stonehenge	-	-	-	200,000
328	New	Parkview Rehab Sunset to Mulberry	-	-	-	300,000
328	New	Thermoplastic Striper	-	-	-	15,000
		<b>Total Street</b>	<b>2,429,783</b>	<b>1,998,000</b>	<b>1,096,364</b>	<b>1,851,514</b>
421	10014	Misc Library Improvements	31,632	18,368	-	-
		<b>Total Library</b>	<b>31,632</b>	<b>18,368</b>	-	-
425	13050	Environmental Controls	-	11,704	11,850	-
425	13085	Exhibit Track Lighting	-	4,500	-	4,500
		<b>Total History Museum</b>	-	<b>16,204</b>	<b>11,850</b>	<b>4,500</b>
431	04006	MJ Lee Lake Improvements	43,508	400,000	354	400,000
431	10017	Pathfinder Improvements	4,886	125,000	-	125,000
431	11009	Price Fields (Phase 1) Engineering only	342	-	-	-
431	11010	Phase 2 Robinwood Soccer Fields	16,004	-	-	-
432	12019	Price Field Bathroom	42,600	-	-	-
431	N/A	Land	-	25,000	25,324	-
431	N/A	Deck Mower	37,695	-	-	-
431	N/A	Tractor	39,604	-	-	-

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 CIP Sales Tax Fund Capital Outlay Detail

**Capital Outlay Schedule**  
 (continued)

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>12/13 ACTUAL</b>	<b>13/14 BUDGET</b>	<b>13/14 ESTIMATE</b>	<b>14/15 BUDGET</b>
431	13011	Pathfinder Parkway Trail Connection	12,332	175,000	15,219	175,000
431	13012	Fountain for Jo Allyn Lowe pond	757	25,000	-	-
431	13013	Goff Tower Restoration	7,302	85,000	112,661	30,000
431	13014	Park Bathrooms	88,576	80,000	58,291	-
431	13015	Misc Imprv to Park and Rec Facilities	30,143	35,000	30,000	-
431	13016	CDBG project	2,442	85,000	97,190	-
431	13086	Zero Turn Mower	-	7,000	30	7,000
431	13087	Playground Equipment at Price Fields	-	15,000	-	15,000
431	New	Price Fields Phase 2 quad & parking E&D	-	-	-	100,000
431	New	MJ Lee Lake Trail and Facility Imp	-	-	-	125,000
431	New	15 Foot Wing Mower	-	-	-	18,000
		<b>Total Park and Rec</b>	<b>326,191</b>	<b>1,057,000</b>	<b>339,069</b>	<b>995,000</b>
433	13088	ADA Lift For Sooner Pool	-	3,500	3,261	-
433	13089	Sooner Pool Deck Flooring	-	3,000	-	3,000
433	13090	Poolside Basketball Hoop Sooner Pool	-	1,500	1,407	-
		<b>Total Sooner Pool</b>	<b>-</b>	<b>8,000</b>	<b>4,668</b>	<b>3,000</b>
445	N/A	Mower	8,995	-	-	-
445	13017	Replace Driving Range Fence - Golf Course	1,825	-	-	-
445	13056	Rough Mower	1,208	-	-	-
		<b>Total Adams Golf Course</b>	<b>12,028</b>	<b>-</b>	<b>-</b>	<b>-</b>
476	13091	Reel Mower	-	20,000	30	20,000
476	13092	Infield Groomer	-	10,000	30	10,000
		<b>Total Stadium</b>	<b>-</b>	<b>30,000</b>	<b>60</b>	<b>30,000</b>
710	09010	CWWTP Bld renovation	-	100,000	-	-
		<b>Total CWWTP</b>	<b>-</b>	<b>100,000</b>	<b>-</b>	<b>-</b>
900	N/A	Transfer for Pitzer Property Debt Service	32,252	17,264	17,264	-
		<b>Total Transfer</b>	<b>32,252</b>	<b>17,264</b>	<b>17,264</b>	<b>-</b>
<b>TOTAL</b>			<b>\$ 3,474,600</b>	<b>\$ 6,948,343</b>	<b>\$ 3,936,096</b>	<b>\$ 5,491,901</b>



**CITY OF BARTLESVILLE**  
 2014-15 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.

2014 Accomplishments: • Completed the design of MJ Lee Fishing Lake improvements and secured a grant from the OK Department of Wildlife Conservation for portions of the proposed project

2015 Objectives: • Complete construction of MJ Lee Fishing Lake Improvements

Budget Highlights: The major expenditures in this fund are capital improvements for City parks.

**FUND 451 CIP - PARK & RECREATION**

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$0	\$207,483	\$30,588	\$149,861	\$149,861

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 CIP Park and Recreation Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Park and Recreation	\$ -	\$ 150,000	\$ -	\$ 149,861
Transfers Out: BMA - General	-	30,588	30,588	-
Unallocated	-	26,895	-	-
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 207,483</b>	<b>\$ 30,588</b>	<b>\$ 149,861</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Interest and Investment Income	\$ 561	\$ -	\$ -	\$ -
Fund Balance	179,888	180,588	180,449	149,861
<b>Total Available for Appropriation</b>	<b>\$ 180,449</b>	<b>\$ 180,588</b>	<b>\$ 180,449</b>	<b>\$ 149,861</b>

**CITY OF BARTLESVILLE**

2014-15 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>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
431	04006	MJ Lee Fishing Improvements	\$ -	\$ 150,000	\$ -	\$ 149,861
900	N/A	Transfer to BMA - General	-	30,588	30,588	-
<b>TOTAL</b>			<b>\$ -</b>	<b>\$ 180,588</b>	<b>\$ 30,588</b>	<b>\$ 149,861</b>

**CITY OF BARTLESVILLE**  
 2014-15 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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2014 Accomplishments: • No projects were pursued this FY due to lack of funds

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2015 Objectives: • Supplement funding for projects identified in the CIP Wastewater Regulatory Fund

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Budget Highlights: The major expenditures in this fund are capital improvements and professional services for the wastewater collection and treatment system.

**FUND 453 CIP - WASTEWATER**

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$0	\$165,677	\$18,500	\$349,765	\$349,765

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 CIP Wastewater Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Wastewater Maintenance	\$ -	\$ 19,500	\$ 18,500	\$ -
Unallocated	-	146,177	-	349,765
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 165,677</b>	<b>\$ 18,500</b>	<b>\$ 349,765</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Charges for Services	\$ 117,800	\$ -	\$ 125,860	\$ -
Interest and Investment Income	577	-	-	-
Fund Balance	124,028	165,677	242,405	349,765
<b>Total Available for Appropriation</b>	<b>\$ 242,405</b>	<b>\$ 165,677</b>	<b>\$ 368,265</b>	<b>\$ 349,765</b>

**CITY OF BARTLESVILLE**  
 2014-15 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>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
715	N/A	Maintenance and Repair	\$ -	\$ 19,500	\$ 18,500	\$ -
<b>TOTAL</b>			<b>\$ -</b>	<b>\$ 19,500</b>	<b>\$ 18,500</b>	<b>\$ -</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 CIP Wastewater Regulatory Fund – Summary

Fund Mission: N/A

Fund Description: The CIP Wastewater Regulatory Fund was established for purpose of capturing the wastewater capital investment fee. These funds are restricted for use in complying with ODEQ/EPA mandates, consent orders, decrees, and other standards in the City’s wastewater infrastructure.

2014 Accomplishments: • Completed Sanitary Sewer Evaluation Survey (SSES)

2015 Objectives: • Complete design of collection system improvements identified through SSES  
 • Secure site for new secondary wastewater treatment plant

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**

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$668,678	\$5,194,937	\$891,224	\$4,880,000	\$4,880,000

**CITY OF BARTLESVILLE**

2014-15 Operating Budget

CIP Wastewater Regulatory Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Chickasaw Wastewater Treatment Plant	\$ 24,553	\$ 2,200,000	\$ 1,450	\$ 3,400,000
Wastewater Maintenance	133,641	400,000	379,290	1,480,000
Transfer out to BMA - Water	255,242	255,242	255,242	-
Unallocated	-	2,084,453	-	746,095
<b>Total Expenditures</b>	<b>\$ 413,436</b>	<b>\$ 4,939,695</b>	<b>\$ 635,982</b>	<b>\$ 5,626,095</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Charges for Services	\$ 1,404,109	\$ 1,400,000	\$ 1,408,599	\$ 1,400,000
Interest and Investment Income	11,186	-	-	-
Fund Balance	2,456,757	3,539,695	3,453,478 <sup>▼</sup>	4,226,095
<b>Total Available for Appropriation</b>	<b>\$ 3,872,052</b>	<b>\$ 4,939,695</b>	<b>\$ 4,862,077</b>	<b>\$ 5,626,095</b>



**CITY OF BARTLESVILLE**  
 2014-15 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>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
710	11021	Waste Water - South Plant	\$ 24,553	\$ -	\$ -	\$ -
710	11024	Wastewater South Plant Design	-	1,750,000	-	2,200,000
710	13093	Land Acquisition for South WWTP	-	450,000	1,450	1,200,000
		<b>Total CWWTP</b>	<b>24,553</b>	<b>2,200,000</b>	<b>1,450</b>	<b>3,400,000</b>
715	10022	Wastewater Collection Phase II	37	-	-	-
715	11001	Wastewater I&I Survey	132,534	-	-	-
715	12012	Caney Riverbank Stabilization	1,070	-	-	-
715	13110	Wastewater Collection System SSES	-	400,000	379,290	-
715	New	Engin and Des Coll Syst Imp phase 5 & 6	-	-	-	180,000
715	New	Const Collection System Imp Phase 5	-	-	-	1,300,000
		<b>Total Wastewater Maintenance</b>	<b>133,641</b>	<b>400,000</b>	<b>379,290</b>	<b>1,480,000</b>
<b>TOTAL</b>			<b>\$ 158,194</b>	<b>\$ 2,600,000</b>	<b>\$ 380,740</b>	<b>\$ 4,880,000</b>

# ***CITY OF BARTLESVILLE***

## **2014-15 Operating Budget CIP City Hall Fund– Summary**

Fund Mission: N/A

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Fund Description: The CIP City Hall Fund was established for purpose of capturing the 4<sup>th</sup> floor rental revenue. These funds are restricted for building improvements at City Hall.

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2014 Accomplishments: • Completed several miscellaneous projects within City Hall

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2015 Objectives: • Improve City Hall as funds allow

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Budget Highlights: The major expenditures in this fund are building improvements, including the 1<sup>st</sup> floor remodel and ergonomic improvements to the customer service division of the Accounting and Finance Department.

### **FUND 455 CIP CITY HALL**

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<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$35,329</b>	<b>\$272,536</b>	<b>\$4,846</b>	<b>\$371,589</b>	<b>\$371,589</b>

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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 CIP City Hall Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
General Services	\$ 35,329	\$ 70,000	\$ 4,846	\$ 70,000
Unallocated	-	202,536	-	301,589
<b>Total Expenditures</b>	<b>\$ 35,329</b>	<b>\$ 272,536</b>	<b>\$ 4,846</b>	<b>\$ 371,589</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Interest and Investment Income	\$ 411	\$ -	\$ -	\$ -
Charges for Service	112,126	112,128	112,126	112,126
Fund Balance	74,976	160,408	152,183 <span style="color: red;">▼</span>	259,463
<b>Total Available for Appropriation</b>	<b>\$ 187,513</b>	<b>\$ 272,536</b>	<b>\$ 264,309</b>	<b>\$ 371,589</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 CIP City Hall Fund Capital Outlay Detail

**FUND 455 CIP CITY HALL  
 ALL DEPARTMENTS**

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
170	11008	Misc Improvements to City Hall	\$ 25,100	\$ 70,000	\$ -	\$ 70,000
170	13042	2nd floor remodel	10,229	-	4,846	-
<b>TOTAL</b>			<b>\$ 35,329</b>	<b>\$ 70,000</b>	<b>\$ 4,846</b>	<b>\$ 70,000</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 CIP Storm Sewer Fund– Summary

Fund Mission: N/A

Fund Description: The CIP – Storm Sewer Fund was established to account for the 1997 General Obligation Bond funds that were dedicated to storm sewer system improvements. The remainder of these funds and the continued receipt of storm water detention in-lieu fees will be used for continued storm sewer system capital improvements.

2014 Accomplishments: • No projects were pursued this FY due to lack of funds

2015 Objectives: • Improve local drainage systems as funds allow

Budget Highlights: The major expenditures in this fund are capital improvements to the storm water infrastructure.

**FUND 457 CIP - STORM SEWER**

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$2,174	\$43,439	\$15,221	\$36,396	\$36,396

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 CIP Storm Sewer Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Storm Sewer	\$ 2,174	\$ 40,000	\$ 15,221	\$ 36,396
Unallocated	-	3,439	-	-
<b>Total Expenditures</b>	<b>\$ 2,174</b>	<b>\$ 43,439</b>	<b>\$ 15,221</b>	<b>\$ 36,396</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Charges for Services	\$ 13,537	\$ -	\$ 856	\$ -
Interest and Investment Income	143	-	-	-
Fund Balance	39,254	43,439	50,761 <span style="color: red;">▼</span>	36,396
<b>Total Available for Appropriation</b>	<b>\$ 52,934</b>	<b>\$ 43,439</b>	<b>\$ 51,617</b>	<b>\$ 36,396</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 CIP Storm Sewer Fund Capital Outlay Detail

**FUND 457 CIP - STORM SEWER  
 ALL DEPARTMENTS**

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
327	N/A	Misc Storm Sewer Improvements	\$ 2,174	\$ 40,000	\$ 15,221	\$ 36,396
<b>TOTAL</b>			<b>\$ 2,174</b>	<b>\$ 40,000</b>	<b>\$ 15,221</b>	<b>\$ 36,396</b>

**CITY OF BARTLESVILLE**  
 2014-15 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.

2014 Accomplishments:
 

- Completed the Virginia Sidewalks project to install/widen sidewalks on the west side of Virginia from 14<sup>th</sup> to 8<sup>th</sup>. The grant was a 100% match up to \$85,000

2015 Objectives:
 

- Continue the Virginia Sidewalk project from 8<sup>th</sup> Street to 5<sup>th</sup> Street

Budget Highlights: The major expenditures in this fund are capital improvements for City infrastructure.

**FUND 467 CDBG**

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$77,776	\$85,206	\$85,198	\$0	\$0



**CITY OF BARTLESVILLE**

2014-15 Operating Budget

Community Development Block Grant Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Street	\$ 77,776	\$ 85,206	\$ 85,198	\$ -
<b>Total Expenditures</b>	<b>\$ 77,776</b>	<b>\$ 85,206</b>	<b>\$ 85,198</b>	<b>\$ -</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Intergovernmental	\$ 77,857	\$ 85,206	\$ 85,206	\$ -
Fund Balance	(89)	-	(8)	-
<b>Total Available for Appropriation</b>	<b>\$ 77,768</b>	<b>\$ 85,206</b>	<b>\$ 85,198</b>	<b>\$ -</b>

**CITY OF BARTLESVILLE**  
 2014-15 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>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
328	11011	Virginia Resurfacing	\$ 77,776	\$ -	\$ -	\$ -
328	13016	CDBG 2012	-	85,206	85,198	-
<b>TOTAL</b>			<b>\$ 77,776</b>	<b>\$ 85,206</b>	<b>\$ 85,198</b>	<b>\$ -</b>

**CITY OF BARTLESVILLE**  
 2014-15 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.

2014 Accomplishments: • N/A

2015 Objectives: • N/A

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**

2011-12 ACTUAL	2012-13 BUDGET	2012-13 ESTIMATE	2013-14 CITY MGR RECOMMENDS	2013-14 APPROVED BUDGET
\$72,597	\$0	\$0	\$0	\$0

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 2005 G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Tech Services	\$ 72,597	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 72,597</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Interest and Investment Income	\$ 96	\$ -	\$ -	\$ -
Fund Balance	72,501	-	-	-
<b>Total Available for Appropriation</b>	<b>\$ 72,597</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**CITY OF BARTLESVILLE**  
 2014-15 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>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
185	06002	Wireless MAN	\$ 72,597	\$ -	\$ -	\$ -
<b>TOTAL</b>			<b>\$ 72,597</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**CITY OF BARTLESVILLE**  
 2014-15 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.

2014 Accomplishments: • Used remaining balance for the Silver Lake Road Extension between Frank Phillips and Tuxedo

2015 Objectives: • N/A

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**

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$0	\$0	\$5,788	\$0	\$0

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 2007 G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Street	\$ -	\$ -	\$ 5,788	\$ -
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,788</b>	<b>\$ -</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Interest and Investment Income	\$ 17	\$ -	\$ -	\$ -
Fund Balance	-	-	5,788	-
<b>Total Available for Appropriation</b>	<b>\$ 17</b>	<b>\$ -</b>	<b>\$ 5,788</b>	<b>\$ -</b>

**CITY OF BARTLESVILLE**  
 2014-15 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>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
328	10038	Silverlake Rd Extension	\$ -	\$ -	\$ 5,788	\$ -
<b>TOTAL</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,788</b>	<b>\$ -</b>



**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 2008A G.O. Bond Fund– Summary

Fund Mission: N/A

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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.

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2014 Accomplishments: 

- Completed construction of the Silver Lake Road extension between Frank Phillips and Tuxedo

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2015 Objectives: 

- N/A

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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**

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$804,364	\$17,698	\$24,949	\$0	\$0

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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 2008A G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Street	\$ 804,364	\$ -	\$ 24,949	\$ -
Unallocated	-	17,698	-	-
<b>Total Expenditures</b>	<b>\$ 804,364</b>	<b>\$ 17,698</b>	<b>\$ 24,949</b>	<b>\$ -</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Interest and Investment Income	\$ 1,498	\$ -	\$ -	\$ -
Fund Balance	819,607	17,698	24,949	-
<b>Total Available for Appropriation</b>	<b>\$ 821,105</b>	<b>\$ 17,698</b>	<b>\$ 24,949</b>	<b>\$ -</b>

**CITY OF BARTLESVILLE**  
 2014-15 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>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
328	10038	Silverlake Rd Extension	\$ -	\$ -	\$ 24,949	\$ -
328	11002	Bison Rd widening Adams-Tuxedo	804,364	-	-	-
<b>TOTAL</b>			<b>\$ 804,364</b>	<b>\$ -</b>	<b>\$ 24,949</b>	<b>\$ -</b>

**CITY OF BARTLESVILLE**  
 2014-15 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.

2014 Accomplishments: • No projects were pursued this FY due to lack of funds

2015 Objectives: • Expend the balance of this fund on miscellaneous park and recreational improvements

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**

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$3	\$15,304	\$0	\$15,289	\$15,289

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 2008B G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Parks & Recreation	\$ -	\$ -	\$ -	\$ 15,289
Unallocated	-	15,304	-	-
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 15,304</b>	<b>\$ -</b>	<b>\$ 15,289</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Interest and Investment Income	\$ 48	\$ -	\$ -	\$ -
Fund Balance	15,242	15,304	15,289	15,289
<b>Total Available for Appropriation</b>	<b>\$ 15,290</b>	<b>\$ 15,304</b>	<b>\$ 15,289</b>	<b>\$ 15,289</b>

**CITY OF BARTLESVILLE**  
 2014-15 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.

2014 Accomplishments: • No projects were pursued this FY due to lack of funds

2015 Objectives: • Complete street improvement projects as funds allow

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

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

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$20,272	\$29,150	\$61,281	\$0	\$0

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 2009 G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Street	\$ 20,272	\$ -	\$ 61,281	\$ -
Unallocated	-	29,150	-	-
<b>Total Expenditures</b>	<b>\$ 20,272</b>	<b>\$ 29,150</b>	<b>\$ 61,281</b>	<b>\$ -</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Interest and Investment Income	\$ 202	\$ -	\$ -	\$ -
Fund Balance	32,600	29,150	61,281 <span style="color: red;">▲</span>	-
<b>Total Available for Appropriation</b>	<b>\$ 32,802</b>	<b>\$ 29,150</b>	<b>\$ 61,281</b>	<b>\$ -</b>

**CITY OF BARTLESVILLE**  
 2014-15 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>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
328	10036	FPB Rehab from 75 to Madison	\$ -	\$ -	\$ (4,348)	\$ -
328	10037	Tuxedo Rehab from Madison to Bison	343	-	-	-
328	10038	Silverlake Rd Tuxedo to FP Engineering	19,929	-	65,629	-
<b>TOTAL</b>			<b>\$ 20,272</b>	<b>\$ -</b>	<b>\$ 61,281</b>	<b>\$ -</b>



**CITY OF BARTLESVILLE**  
 2014-15 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 2010 General Obligation Bond proceeds that were dedicated to Street improvements.

2014 Accomplishments: • Completed construction of the Silver Lake Road extension between Frank Phillips and Tuxedo

2015 Objectives: • N/A

Budget Highlights: The major expenditures in this fund are for Street improvement projects funded by 2010 bond issue.

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

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$997,099	\$2,684	\$114,046	\$85,466	\$85,466

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 2010 G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Street	\$ 997,099	\$ -	\$ 114,046	\$ 50,000
Unallocated	-	2,684	-	35,466
<b>Total Expenditures</b>	<b>\$ 997,099</b>	<b>\$ 2,684</b>	<b>\$ 114,046</b>	<b>\$ 85,466</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Interest and Investment Income	\$ 7,304	\$ -	\$ -	\$ -
Fund Balance	2,622,636	2,684	199,512 <sup>▼</sup>	85,466
<b>Total Available for Appropriation</b>	<b>\$ 2,629,940</b>	<b>\$ 2,684</b>	<b>\$ 199,512</b>	<b>\$ 85,466</b>

**CITY OF BARTLESVILLE**  
 2014-15 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>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
328	10038	Silverlake Rd Extension	799,778	-	114,046	-
328	11016	Howard Ave from Kentucky to Tuxedo	197,321	-	-	-
328	New	Misc Facility Improvements	-	-	-	50,000
		<b>Total Street</b>	<b>997,099</b>	<b>-</b>	<b>114,046</b>	<b>50,000</b>
<b>TOTAL</b>			<b>\$ 997,099</b>	<b>\$ -</b>	<b>\$ 114,046</b>	<b>\$ 50,000</b>

***CITY OF BARTLESVILLE***  
 2014-15 Operating Budget  
 2012 G.O. Bond Fund– Summary

Fund Mission: N/A

Fund Description: The 2012 G.O. Bond Fund was established to account for the 2012 General Obligation Bond proceeds that were dedicated to Street improvements.

- 2014 Accomplishments:
- Continued implementation and roll out of the virtual server upgrade
  - Completed the environmental control upgrade for the History Museum storage
  - Completed construction on the playground at Oak Park
  - Completed construction of the field improvements at Artunoff
  - Purchased two deck mowers

- 2015 Objectives:
- Implement the ERP software
  - Complete the virtual server roll out
  - Complete construction of the shade structure at Sooner Pool

Budget Highlights: The major expenditures in this fund are for Street improvement projects funded by 2012 bond issue.

**FUND 477 2012 G.O. BOND**

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$2,290,531	\$635,165	\$234,204	\$330,878	\$330,878

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 2012 G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Accounting and Finance	\$ 53,350	\$ -	\$ -	\$ -
Tech Services	112,071	239,515	22,630	215,878
Fire	625,129	-	-	-
Police	3,927	-	5,250	-
Library	30,103	-	-	-
History Museum	5,789	54,000	54,000	-
Parks	591,445	220,000	152,324	-
Sooner Pool	19,446	115,000	-	115,000
Golf Course	849,271	-	-	-
Unallocated	-	6,650	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total Expenditures</b>	<b><u>\$ 2,290,531</u></b>	<b><u>\$ 635,165</u></b>	<b><u>\$ 234,204</u></b>	<b><u>\$ 330,878</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Interest and Investment Income	\$ 4,438	\$ 2,700	\$ -	\$ -
Proceeds from Issuance of Debt	3,000,000	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
Fund Balance	-	625,815	565,082 <sup>▼</sup>	330,878
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total Available for Appropriation</b>	<b><u>\$ 3,004,438</u></b>	<b><u>\$ 628,515</u></b>	<b><u>\$ 565,082</u></b>	<b><u>\$ 330,878</u></b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 2012 G.O. Bond Fund Capital Outlay Detail

FUND 477 CIP - 2012 G.O. BOND FUND  
 ALL DEPARTMENTS

*Capital Outlay Schedule*

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 BUDGET
130	N/A	Issuance costs	\$ 53,350	\$ -	\$ -	\$ -
		<b>Total Accounting and Finance</b>	<b>53,350</b>	-	-	-
185	13043	ERP Software	-	125,000	-	125,000
185	13044	Virtual Server System	112,071	114,515	22,630	90,878
		<b>Total Tech Services</b>	<b>112,071</b>	<b>239,515</b>	<b>22,630</b>	<b>215,878</b>
250	13045	A&E design of public safety complex	53,750	-	-	-
250	13047	Fire Truck Pumper & Equipment	571,379	-	-	-
		<b>Total Fire</b>	<b>625,129</b>	-	-	-
270	13046	A&E design of public safety complex	3,927	-	5,250	-
		<b>Total Police</b>	<b>3,927</b>	-	<b>5,250</b>	-
421	13049	Integrated Library Software	30,103	-	-	-
		<b>Total Library</b>	<b>30,103</b>	-	-	-
425	13050	Environmental Controls	5,789	54,000	54,000	-
		<b>Total History Musuem</b>	<b>5,789</b>	<b>54,000</b>	<b>54,000</b>	-
431	13051	Regulation size soccer fields	582,752	75,000	46,387	-
431	13052	Playground at Oak Park	6,464	55,000	16,943	-
431	13053	Artunoff Facility Upgrades	2,229	50,000	49,216	-
431	13054	Two Deck Mowers	-	40,000	39,778	-
		<b>Total Parks</b>	<b>591,445</b>	<b>220,000</b>	<b>152,324</b>	-
433	13055	Resurface Sooner & Construct Shade Struct	19,446	115,000	-	115,000
		<b>Total Sooner Pool</b>	<b>19,446</b>	<b>115,000</b>	-	<b>115,000</b>
445	13056	Rough Mower	27,500	-	-	-
		<b>Total Adams Golf Course</b>	<b>849,271</b>	-	-	-
<b>TOTAL</b>			<b>\$ 1,468,760</b>	<b>\$ 628,515</b>	<b>\$ 234,204</b>	<b>\$ 330,878</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 2014 G.O. Bond Fund– Summary

Fund Mission: N/A

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Fund Description: The 2014 G.O. Bond Fund was established to account for the 2014 General Obligation Bond proceeds that were dedicated to Street and Park improvements.

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2014 Accomplishments: • N/A

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2015 Objectives:

- ADA and misc improvements to Sooner Park
- Rehab Moonlight Dr.
- Rehab Skyline Dr.
- Rehab 14<sup>th</sup> St.
- Rehab Sirroco Dr.

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Budget Highlights: The expenditures in this fund are for Street and Park improvement projects funded by 2014 bond issue.

**FUND 478 2014 G.O. BOND**

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$0	\$0	\$60,000	\$1,440,000	\$1,440,000

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 2014 G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Accounting and Finance	\$ -	\$ -	\$ 60,000	\$ -
Street	-	-	-	1,300,000
Park and Rec	-	-	-	140,000
Unallocated	-	-	-	-
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ 1,440,000</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Proceeds from Issuance of Debt	\$ -	\$ -	\$ 1,500,000	\$ -
Fund Balance	-	-	-	1,440,000
<b>Total Available for Appropriation</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>	<b>\$ 1,440,000</b>



**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 2014 G.O. Bond Fund Capital Outlay Detail

FUND 478 CIP - 2014 G.O. BOND FUND  
 ALL DEPARTMENTS

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
130	N/A	Issuance costs	\$ -	\$ -	\$ 60,000	\$ -
		<b>Total Accounting and Finance</b>	-	-	<b>60,000</b>	-
328	New	Rehab Moonlight and Skyline Drive	-	-	-	625,000
328	New	Rehab 14th Street Cherokee to Armstrong	-	-	-	350,000
328	New	Rehab Sirroco Virginia Ave to Oakpark Rd	-	-	-	325,000
		<b>Total Street</b>	-	-	-	<b>1,300,000</b>
431	New	Sooner Park playground and ADA Imprvmt	-	-	-	140,000
		<b>Total Park</b>	-	-	-	<b>140,000</b>
<b>TOTAL</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ 1,440,000</b>

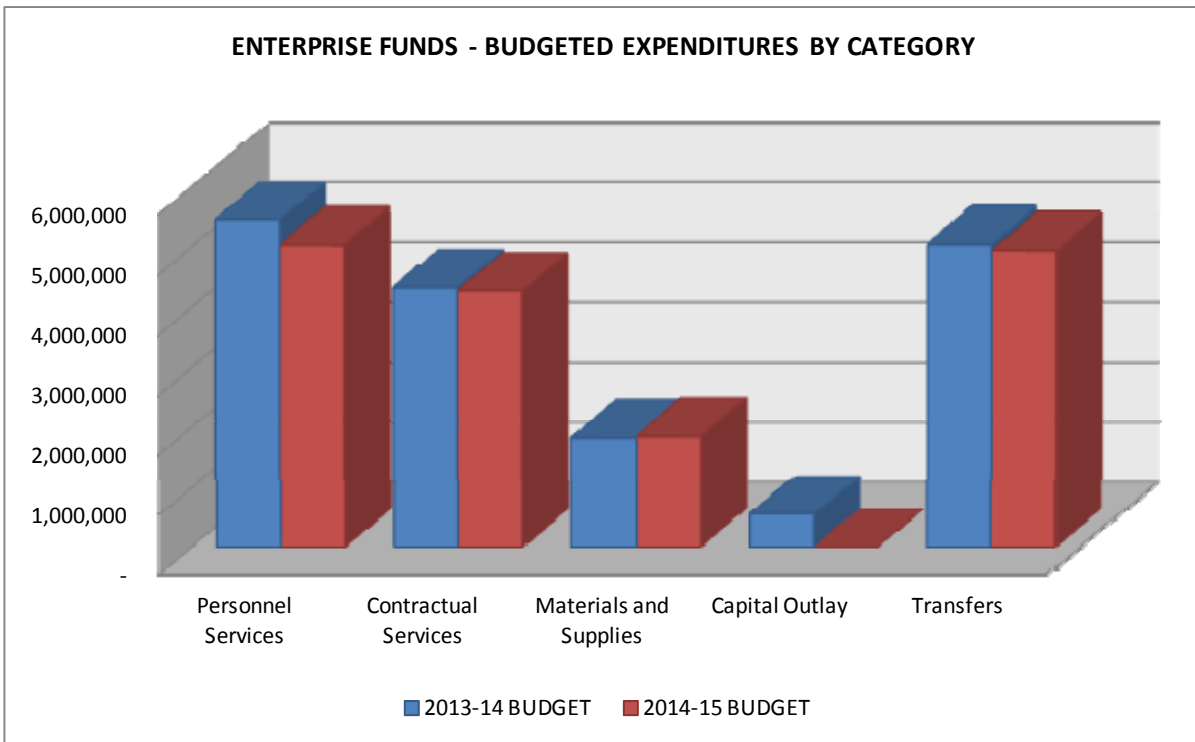
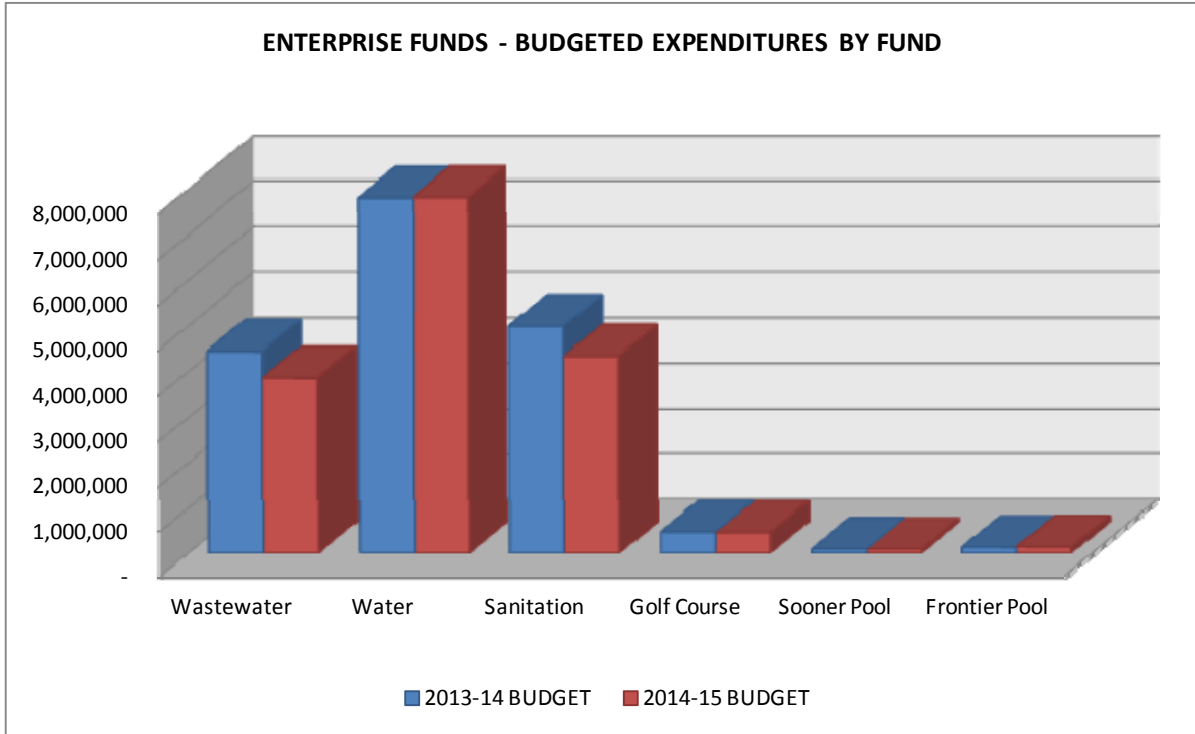
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# ENTERPRISE FUNDS

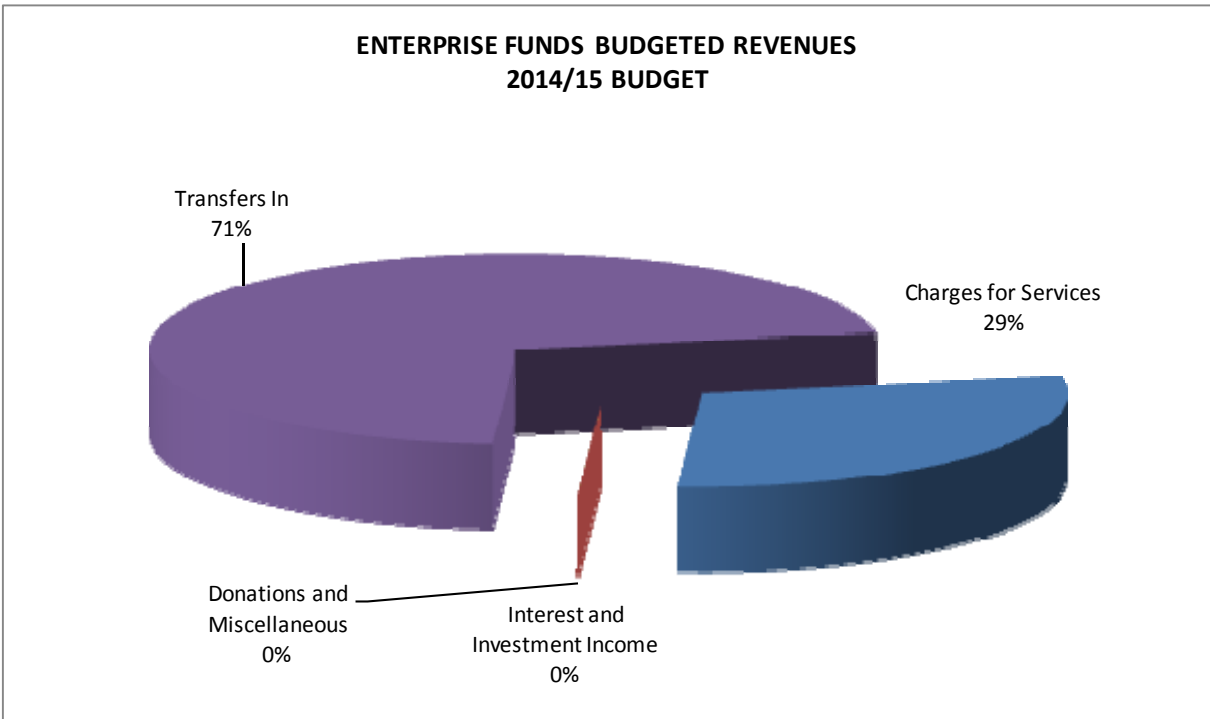
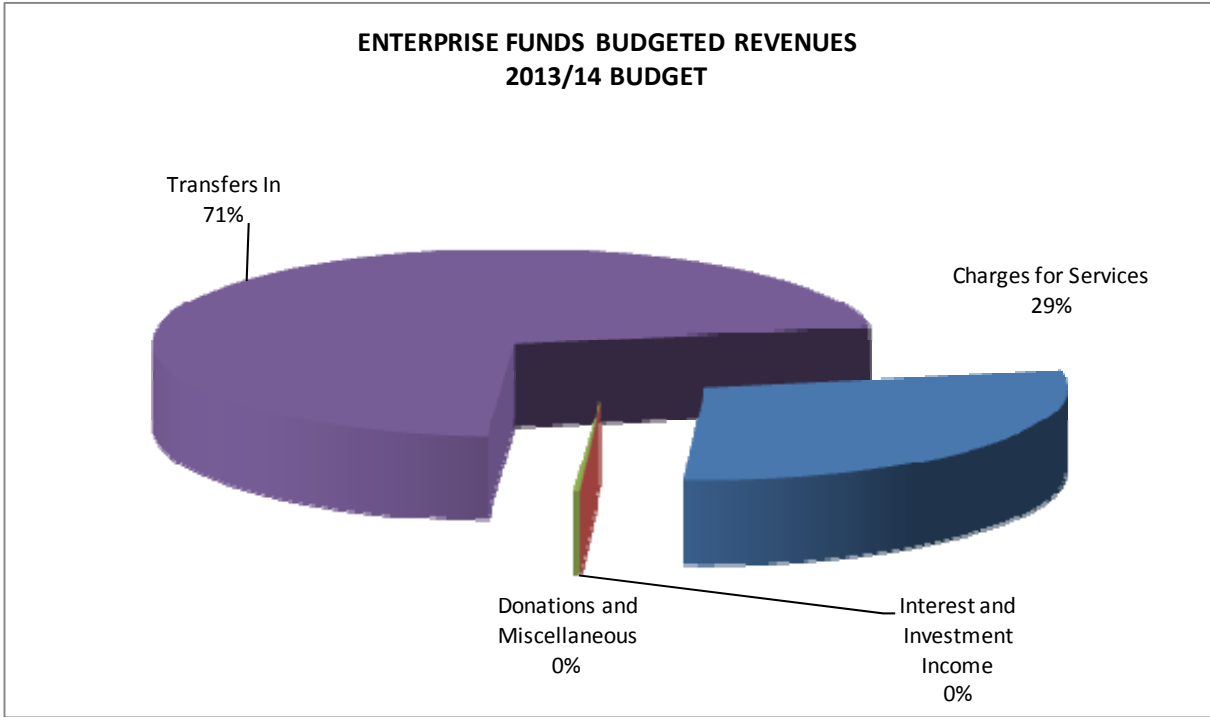


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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Enterprise Funds – Expenditure Graphs



**CITY OF BARTLESVILLE**  
2014-15 Operating Budget  
Enterprise Funds – Revenue Graphs



**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Enterprise Funds – Summary by Fund or Source

*Expenditures and Reserves*

<b>EXPENDITURES BY FUND</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Wastewater	\$ 4,802,090	\$ 4,475,358	\$ 4,325,376	\$ 3,882,528
Water	6,951,587	7,833,305	7,297,250	7,844,167
Sanitation	5,741,252	5,028,308	4,693,879	4,367,908
Golf Course	435,878	473,571	411,215	464,734
Sooner Pool	70,764	90,041	72,600	88,677
Frontier Pool	117,933	130,733	117,000	140,922
<b>Total Expenditures and Reserves</b>	<b><u>\$ 18,119,504</u></b>	<b><u>\$ 18,031,316</u></b>	<b><u>\$ 16,917,320</u></b>	<b><u>\$ 16,788,936</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Charges for Services	\$ 4,837,743	\$ 4,881,087	\$ 4,756,728	\$ 4,750,432
Interest and Investment Income	6,222	6,000	-	-
Donations and Miscellaneous	57,546	43,900	85,371	400
Transfer In:				
From General Fund	137,180	55,375	55,375	234,572
From BMA - Wastewater	4,565,938	4,417,506	4,342,764	3,801,835
From BMA - Water	6,893,287	7,620,080	7,004,787	7,723,568
Fund Balance	3,274,847	1,383,391	1,602,575	1,045,498
<b>Total Available for Appropriation</b>	<b><u>\$ 19,772,763</u></b>	<b><u>\$ 18,407,339</u></b>	<b><u>\$ 17,847,600</u></b>	<b><u>\$ 17,556,305</u></b>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**Enterprise Funds – Expenditure Summary by Line Item**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 3,329,751	\$ 3,559,248	\$ 3,269,181	\$ 3,331,588	\$ 3,331,588	\$ 3,331,588
51120 OVERTIME	88,940	109,000	82,313	114,000	114,000	114,000
51130 FICA	252,671	275,562	246,538	258,471	258,471	258,471
51140 GROUP INSURANCE	549,187	816,471	816,471	739,415	739,415	739,415
51150 DB RETIREMENT	514,857	541,000	506,116	472,000	472,000	472,000
51155 DC RETIREMENT	31,374	40,000	32,470	46,000	46,000	46,000
51170 WORKER'S COMPENSATION	14,361	111,257	111,257	78,828	78,828	78,828
51180 UNEMPLOYMENT COMP	14,025	-	4,508	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 4,795,166</b>	<b>\$ 5,452,538</b>	<b>\$ 5,068,854</b>	<b>\$ 5,040,302</b>	<b>\$ 5,040,302</b>	<b>\$ 5,040,302</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 52,207	\$ 62,355	\$ 38,641	\$ 60,930	\$ 60,930	\$ 60,930
52310 UTILITIES & COMMUNICATIONS	548,728	623,870	532,849	644,004	644,004	644,004
52410 PROFESSIONAL SERVICES	138,559	363,252	335,067	1,148,583	135,583	135,583
52510 OTHER SERVICES	903,027	969,358	868,829	959,308	959,308	959,308
52610 MAINT. & REPAIR SERVICE	290,384	275,420	172,945	259,536	284,536	284,536
52710 OPERATIONAL SERVICES	2,083,074	2,040,600	2,039,405	2,197,292	2,200,150	2,200,150
52810 INSURANCE & BONDS	1,000	-	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 4,016,979</b>	<b>\$ 4,334,855</b>	<b>\$ 3,987,736</b>	<b>\$ 5,269,653</b>	<b>\$ 4,284,511</b>	<b>\$ 4,284,511</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 5,582	\$ 17,299	\$ 4,384	\$ 16,650	\$ 16,650	\$ 16,650
53210 JANITORIAL SUPPLIES	8,760	10,300	5,808	9,050	9,050	9,050
53310 GENERAL SUPPLIES	936,232	968,661	897,782	976,961	976,961	976,961
53410 TOOLS & EQUIPMENT	31,000	34,888	44,634	39,224	39,224	39,224
53510 FUEL	271,113	277,250	297,332	279,000	279,000	279,000
53610 MAINT. & REPAIR MATERIALS	626,043	532,500	390,441	545,500	545,500	545,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,878,730</b>	<b>\$ 1,840,898</b>	<b>\$ 1,640,381</b>	<b>\$ 1,866,385</b>	<b>\$ 1,866,385</b>	<b>\$ 1,866,385</b>



# **CITY OF BARTLESVILLE**

## 2014-15 Operating Budget

### Enterprise Funds – Expenditure Summary by Line Item (continued)

<b>CAPITAL OUTLAY</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
55930 OTHER IMPROVEMENTS	\$ 6,567	\$ 546,645	\$ 640,892	\$ -	\$ -	\$ -
55940 MACHINERY & EQUIPMENT	483,317	-	4,799	-	-	-
55960 VEHICLES & EQUIPMENT	38,985	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 528,869</b>	<b>\$ 546,645</b>	<b>\$ 645,691</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TRANSFERS OUT</b>						
59101 GENERAL FUND	\$ 2,509,585	\$ 2,745,860	\$ 2,745,860	\$ 3,196,264	\$ 3,196,264	\$ 3,196,264
59670 STABILIZATION RESERVE FUND	3,747,730	2,310,000	2,310,000	1,760,000	1,760,000	1,760,000
<b>TOTAL TRANSFERS</b>	<b>\$ 6,257,315</b>	<b>\$ 5,055,860</b>	<b>\$ 5,055,860</b>	<b>\$ 4,956,264</b>	<b>\$ 4,956,264</b>	<b>\$ 4,956,264</b>
<b>TOTAL BUDGET</b>	<b>\$17,477,059</b>	<b>\$17,230,796</b>	<b>\$16,398,522</b>	<b>\$17,132,604</b>	<b>\$16,147,462</b>	<b>\$16,147,462</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Enterprise Funds – Personnel Summary

*Personnel*

<b>PERSONNEL COUNTS BY DEPARTMENT</b>	<b>2012-13 ACTUAL FTEs</b>	<b>2013-14 BUDGETED FTEs</b>	<b>2013-14 ACTUAL FTEs</b>	<b>2014-15 BUDGETED FTEs</b>
Wastewater Fund:				
Wastewater Maintenance	11	11	11	11
Water Fund:				
Water Plant	15	15	15	15
Water Administration	2	2	2	2
Water Distribution	21	21	17.5	21
<i>Total Water</i>	<b>38</b>	<b>38</b>	<b>34.5</b>	<b>38</b>
Sanitation Fund:				
Sanitation	<b>39</b>	<b>39</b>	<b>39</b>	<b>31</b>
Golf Course Fund:				
Municipal Golf Course	3	3	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>91</b>	<b>91</b>	<b>87.5</b>	<b>83</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Wastewater Operating Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Chickasaw Wastewater Treatment Plant	\$ 2,274,879	\$ 2,072,540	\$ 2,054,884	\$ 2,235,954
Wastewater Maintenance	1,040,002	803,185	745,896	833,884
Transfers Out:				
To General	702,684	768,841	768,841	673,954
To BMA - Water	148,040	148,040	148,040	-
To Auto Collision Insurance Fund	-	-	-	-
To Stabilization Reserve Fund	116,485	57,715	57,715	61,397
To Capital Reserve Fund	520,000	550,000	550,000	-
Reserves:				
Contingency	-	58,242	-	61,397
Compensated Absences Reserve	-	16,795	-	15,942
<b>Total Expenditures and Reserves</b>	<b><u>\$ 4,802,090</u></b>	<b><u>\$ 4,475,358</u></b>	<b><u>\$ 4,325,376</u></b>	<b><u>\$ 3,882,528</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Interest and Investment Income	\$ 792	\$ -	\$ -	\$ -
Transfer In: From BMA - Wastewater	4,565,938	4,417,506	4,342,764	3,801,835
Fund Balance	310,351	66,472	63,305	80,693
<b>Total Available for Appropriation</b>	<b><u>\$ 4,877,081</u></b>	<b><u>\$ 4,483,978</u></b>	<b><u>\$ 4,406,069</u></b>	<b><u>\$ 3,882,528</u></b>

# ***CITY OF BARTLESVILLE***

## **2014-15 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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**2014 Accomplishments:**

- Hauled 5,140 K gallons of Biosolids for land application
- Completed 4,927 Preventative and Corrective Maintenance Work Orders
- Refurbished the No. 1 and No. 2 Grit Collectors
- Wastewater Plant treated 2.5 Billion gallons of wastewater
- Completed inspections of 4 Significant Industrial Users permitted in the Industrial Wastewater Treatment Program

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**2015 Objectives:**

- Maintain 100% environmental compliance for plant operation
- Install replacement floating siphon assembly in #3 rectangular Final Clarifier
- Continue land application program of Biosolids for beneficial reuse
- Replace fine bubble diffuser elements in the No.3 Aeration Basin

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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**

2014-15 Operating Budget

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

FUND 509 WASTEWATER  
DEPT 710 CHICKASAW WASTEWATER TREATMENT PLANT

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$2,274,879	\$2,072,540	\$2,054,884	\$2,235,954	\$2,235,954

**CITY OF BARTLESVILLE**

2014-15 Operating Budget

Wastewater Operating Fund – Wastewater Treatment Plant – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
52310 UTILITIES & COMMUNICATIONS	\$ 543	\$ 420	\$ 800	\$ 804	\$ 804	\$ 804
52510 OTHER SERVICES	20,527	10,000	3,848	10,000	10,000	10,000
52610 MAINT. & REPAIR SERVICE	7,100	21,520	5,000	25,000	25,000	25,000
52710 OPERATIONAL SERVICES	2,083,074	2,040,600	2,039,405	2,197,292	2,200,150	2,200,150
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 2,111,244</b>	<b>\$ 2,072,540</b>	<b>\$ 2,049,053</b>	<b>\$ 2,233,096</b>	<b>\$ 2,235,954</b>	<b>\$ 2,235,954</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53310 GENERAL SUPPLIES	\$ -	\$ -	\$ 81	\$ -	\$ -	\$ -
53410 TOOLS & EQUIPMENT	-	-	750	-	-	-
53610 MAINT. & REPAIR MATERIALS	-	-	5,000	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,831</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>						
55940 MACHINERY & EQUIPMENT	\$ 146,650	\$ -	\$ -	\$ -	\$ -	\$ -
55960 VEHICLES & EQUIPMENT	16,985	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 163,635</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 2,274,879</b>	<b>\$ 2,072,540</b>	<b>\$ 2,054,884</b>	<b>\$ 2,233,096</b>	<b>\$ 2,235,954</b>	<b>\$ 2,235,954</b>

# ***CITY OF BARTLESVILLE***

## **2014-15 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 that cause sewer line blockages and sewer backups. Crews can also perform repairs to the lines when necessary.

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2014 Accomplishments:

- Investigated 340 main line call outs, requested by property owners when their private service was backed up
- Responded to 52 sewer main line backups. Cleaning a total of 67,653 feet of main line sewers upon request of residents
- Jet cleaned and jet sawed 623,508 feet of sanitary sewer main
- Completed Televised Inspection of 58,125 feet of sanitary sewer lines
- Treated 17,265 feet of sanitary sewer main with root control agent
- Raised or repaired 52 man holes
- Completed 73 main line point repairs and one full line installation
- Installed 676 feet of 10” pipe for new rest room at MJ Lee Park
- Capped 21 sewer services for dilapidated structures

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2015 Objectives:

- Continue main line sewer cleaning program and upgrades to Hansen software to make program more efficient
- Continue root control program
- Utilizing the video inspection system to identify both private side and main line defects for corrections
- Continue make emergency and or critical repairs to main sewer lines as needed
- Continue identifying leaking manholes and seal to reduce inflow and infiltration into sanitary sewer system

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**CITY OF BARTLESVILLE**

2014-15 Operating Budget

Wastewater Operating Fund – Wastewater Maintenance – Summary  
(continued)

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

**FUND 509 WASTEWATER  
DEPT 715 WASTEWATER MAINTENANCE**

<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$1,040,002</b>	<b>\$803,185</b>	<b>\$745,896</b>	<b>\$833,884</b>	<b>\$833,884</b>



# CITY OF BARTLESVILLE

## 2014-15 Operating Budget

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

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 392,751	\$ 430,000	\$ 417,170	\$ 433,000	\$ 433,000	\$ 433,000
51120 OVERTIME	9,609	16,000	7,205	17,000	17,000	17,000
51130 FICA	29,481	33,000	30,938	34,000	34,000	34,000
51140 GROUP INSURANCE	66,055	98,694	98,694	97,995	97,995	97,995
51150 DB RETIREMENT	68,982	71,000	72,126	68,000	68,000	68,000
51155 DC RETIREMENT	3,573	7,000	4,177	7,000	7,000	7,000
51170 WORKER'S COMPENSATION	154	8,291	8,291	11,789	11,789	11,789
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 570,605</b>	<b>\$ 663,985</b>	<b>\$ 638,601</b>	<b>\$ 668,784</b>	<b>\$ 668,784</b>	<b>\$ 668,784</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 4,698	\$ 8,000	\$ 7,623	\$ 8,250	\$ 8,250	\$ 8,250
52310 UTILITIES & COMMUNICATIONS	386	450	365	400	400	400
52410 PROFESSIONAL SERVICES	5,500	10,000	11,175	15,000	15,000	15,000
52510 OTHER SERVICES	4,776	5,750	611	3,250	3,250	3,250
52610 MAINT. & REPAIR SERVICE	74,214	40,000	3,926	25,000	50,000	50,000
52810 INSURANCE & BONDS	1,000	-	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 90,574</b>	<b>\$ 64,200</b>	<b>\$ 23,700</b>	<b>\$ 51,900</b>	<b>\$ 76,900</b>	<b>\$ 76,900</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 88	\$ -	\$ -	\$ -	\$ -	\$ -
53310 GENERAL SUPPLIES	10,478	1,800	7,160	11,200	11,200	11,200
53410 TOOLS & EQUIPMENT	6,732	6,200	7,547	5,000	5,000	5,000
53510 FUEL	30,785	29,000	30,888	32,000	32,000	32,000
53610 MAINT. & REPAIR MATERIALS	41,199	38,000	38,000	40,000	40,000	40,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 89,282</b>	<b>\$ 75,000</b>	<b>\$ 83,595</b>	<b>\$ 88,200</b>	<b>\$ 88,200</b>	<b>\$ 88,200</b>

**CITY OF BARTLESVILLE**

2014-15 Operating Budget

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

<b>CAPITAL OUTLAY</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
55940 MACHINERY & EQUIPMENT	\$ 289,541	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 289,541</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,040,002</b>	<b>\$ 803,185</b>	<b>\$ 745,896</b>	<b>\$ 808,884</b>	<b>\$ 833,884</b>	<b>\$ 833,884</b>

**CITY OF BARTLESVILLE**

2014-15 Operating Budget

Wastewater Operating Fund – Wastewater Maintenance – Personnel and Capital Detail

FUND 509 WASTEWATER  
DEPT 715 WASTEWATER MAINTENANCE

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGTED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 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
<b>TOTAL</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>

**CITY OF BARTLESVILLE**  
 2014-15 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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2014 Accomplishments: N/A

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2015 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**

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$1,487,209	\$1,524,596	\$1,524,596	\$735,351	\$735,351

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Wastewater Operating Fund – Transfers – Line Item Detail

<b>TRANSFERS OUT</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
59101 GENERAL FUND	\$ 702,684	\$ 768,841	\$ 768,841	\$ 873,954	\$ 673,954	\$ 673,954
59715 BMA - WATER	148,040	148,040	148,040	-	-	-
59670 STABILIZATION RESERVE FUND	116,485	57,715	57,715	60,840	61,397	61,397
59675 CAPITAL RESERVE FUND	520,000	550,000	550,000	-	-	-
<b>TOTAL TRANSFERS</b>	<b>\$ 1,487,209</b>	<b>\$ 1,524,596</b>	<b>\$ 1,524,596</b>	<b>\$ 934,794</b>	<b>\$ 735,351</b>	<b>\$ 735,351</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,487,209</b>	<b>\$ 1,524,596</b>	<b>\$ 1,524,596</b>	<b>\$ 934,794</b>	<b>\$ 735,351</b>	<b>\$ 735,351</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Water Operating Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Water Plant	\$ 2,557,875	\$ 2,901,380	\$ 2,685,220	\$ 2,705,740
Water Administration	338,386	326,167	320,026	303,117
Water Distribution	1,545,623	1,610,073	1,462,910	1,483,680
Transfers Out: To General	1,104,217	1,208,178	1,208,178	1,573,356
To Auto Collision Insurance Fund	-	-	-	-
To Stabilization Reserve Fund	227,756	120,916	120,916	121,318
To Capital Reserve Fund	1,177,730	1,500,000	1,500,000	1,500,000
Reserves: Contingency	-	91,794	-	89,851
Compensated Absences Reserve	-	74,797	-	67,105
<b>Total Expenditures and Reserves</b>	<b><u>\$ 6,951,587</u></b>	<b><u>\$ 7,833,305</u></b>	<b><u>\$ 7,297,250</u></b>	<b><u>\$ 7,844,167</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Interest and Investment Income	\$ 758	\$ -	\$ -	\$ -
Donations and Miscellaneous	57,467	43,900	85,371	400
Transfer In: From BMA - Water	6,893,287	7,620,080	7,004,787	7,723,568
Fund Balance	327,366	166,591	327,291	120,199
<b>Total Available for Appropriation</b>	<b><u>\$ 7,278,878</u></b>	<b><u>\$ 7,830,571</u></b>	<b><u>\$ 7,417,449</u></b>	<b><u>\$ 7,844,167</u></b>

***CITY OF BARTLESVILLE***  
2013-13 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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2014 Accomplishments:

- Cleaned all treatment plant filters with Hydrogen Peroxide
- Staff continued extensive monitoring of Hudson Lake to test for MIB & Geosmin, which are taste and odor causing algae
- Applied a soluble form of copper sulfate to Hudson Lake to eliminate taste and odor causing algae
- Completed (UCMR3) Unregulated Contaminate Monitoring Rule Assessment Monitoring
- Installed K-Tork smart positioners to filter #1, #3, Hudson 42” & Caney 36” Raw Water Valves
- Installed manual override on Hudson 42” Raw Water Valve
- Maintain compliance with Stage 2 Disinfection By Product sampling requirements

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2015 Objectives:

- Continue to monitor and manage Hudson Lake to maximize the treatment efficiency of the current system and to mitigate any taste and odor causing constituents
- Achieve compliance will all US EPA & ODEQ Regulations

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**CITY OF BARTLESVILLE**  
 2014-15 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. During the 2011 calendar year the plant treated 2,452,395,000 gallons of water for use by our customers.

<b>FUND 510 WATER DEPT 720 WATER PLANT</b>				
<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$2,557,875</b>	<b>\$2,901,380</b>	<b>\$2,685,220</b>	<b>\$2,705,740</b>	<b>\$2,705,740</b>



**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**Water Operating Fund – Water Plant – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 547,056	\$ 584,000	\$ 585,126	\$ 579,000	\$ 579,000	\$ 579,000
51120 OVERTIME	35,189	29,000	35,540	30,000	30,000	30,000
51130 FICA	43,220	45,000	45,122	45,000	45,000	45,000
51140 GROUP INSURANCE	90,136	134,583	134,583	133,629	133,629	133,629
51150 DB RETIREMENT	85,087	88,000	83,869	77,000	77,000	77,000
51155 DC RETIREMENT	7,045	9,000	8,447	10,000	10,000	10,000
51170 WORKER'S COMPENSATION	1,287	2,577	2,577	11,019	11,019	11,019
51180 UNEMPLOYMENT COMP	-	-	414	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 809,020</b>	<b>\$ 892,160</b>	<b>\$ 895,678</b>	<b>\$ 885,648</b>	<b>\$ 885,648</b>	<b>\$ 885,648</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 7,569	\$ 8,800	\$ 8,724	\$ 7,800	\$ 7,800	\$ 7,800
52310 UTILITIES & COMMUNICATIONS	496,929	560,000	475,783	581,000	581,000	581,000
52410 PROFESSIONAL SERVICES	25,736	209,000	190,418	1,002,000	2,000	2,000
52510 OTHER SERVICES	119,514	130,000	111,859	121,200	121,200	121,200
52610 MAINT. & REPAIR SERVICE	173,165	174,000	139,187	170,536	170,536	170,536
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 822,913</b>	<b>\$ 1,081,800</b>	<b>\$ 925,971</b>	<b>\$ 1,882,536</b>	<b>\$ 882,536</b>	<b>\$ 882,536</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,370	\$ 1,500	\$ 1,264	\$ 1,400	\$ 1,400	\$ 1,400
53210 JANITORIAL SUPPLIES	1,553	1,600	1,276	1,500	1,500	1,500
53310 GENERAL SUPPLIES	843,643	860,000	800,938	860,000	860,000	860,000
53410 TOOLS & EQUIPMENT	9,352	4,320	6,002	4,656	4,656	4,656
53510 FUEL	9,512	10,000	10,995	10,000	10,000	10,000
53610 MAINT. & REPAIR MATERIALS	40,254	50,000	43,096	60,000	60,000	60,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 905,684</b>	<b>\$ 927,420</b>	<b>\$ 863,571</b>	<b>\$ 937,556</b>	<b>\$ 937,556</b>	<b>\$ 937,556</b>

**CITY OF BARTLESVILLE**

2014-15 Operating Budget

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

<b>CAPITAL OUTLAY</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
55940 MACHINERY & EQUIPMENT	\$ 20,258	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 20,258</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 2,557,875</b>	<b>\$ 2,901,380</b>	<b>\$ 2,685,220</b>	<b>\$ 3,705,740</b>	<b>\$ 2,705,740</b>	<b>\$ 2,705,740</b>

**CITY OF BARTLESVILLE**

2014-15 Operating Budget

Water Operating Fund – Water Plant – Personnel and Capital Detail

FUND 510 WATER  
DEPT 720 WATER PLANT

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGTED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 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	2	2	2	2
<b>TOTAL</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>

**CITY OF BARTLESVILLE**  
2014-15 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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2014 Accomplishments:

- Completed construction and implementation of the new Automated Meter Reading System
- Completed construction of a new 8” water line serving the Circle Mountain subdivision
- Completed installation of variable frequency drives at 2 pump stations as well as completed construction of water tank mixing systems for 5 of the City’s water tanks
- Secured the NPDES permit for the WWTP
- Started the engineering study for a raw water pipeline from Copan Lake

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2015 Objectives:

- Provide project oversight for site selection and design for a new 4 million gallon South Wastewater Treatment Plant
- Provide oversight and guidance in maintaining compliance with EPA and ODEQ regulations for water and wastewater treatment
- Complete the engineering study for a raw water pipeline from Copan Lake

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

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Water Operating Fund – Water Administration – Summary  
 (continued)

				FUND 510 WATER DEPT 725 WATER ADMINISTRATION
2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$338,386	\$326,167	\$320,026	\$303,117	\$303,117

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**Water Operating Fund – Water Administration – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 195,843	\$ 161,000	\$ 161,379	\$ 165,000	\$ 165,000	\$ 165,000
51120 OVERTIME	342	-	-	-	-	-
51130 FICA	14,583	13,000	11,825	13,000	13,000	13,000
51140 GROUP INSURANCE	20,662	26,917	26,917	17,817	17,817	17,817
51150 DB RETIREMENT	41,358	37,000	36,943	37,000	37,000	37,000
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 272,788</b>	<b>\$ 237,917</b>	<b>\$ 237,064</b>	<b>\$ 232,817</b>	<b>\$ 232,817</b>	<b>\$ 232,817</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 1,776	\$ 2,000	\$ 1,686	\$ 1,800	\$ 1,800	\$ 1,800
52310 UTILITIES & COMMUNICATIONS	8,700	12,500	10,731	12,500	12,500	12,500
52410 PROFESSIONAL SERVICES	30,739	60,000	56,891	55,000	42,000	42,000
52510 OTHER SERVICES	10,631	6,300	5,560	6,300	6,300	6,300
52610 MAINT. & REPAIR SERVICE	6,471	500	893	500	500	500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 58,317</b>	<b>\$ 81,300</b>	<b>\$ 75,761</b>	<b>\$ 76,100</b>	<b>\$ 63,100</b>	<b>\$ 63,100</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 2,604	\$ -	\$ 2,164	\$ 2,600	\$ 2,600	\$ 2,600
53210 JANITORIAL SUPPLIES	1,339	1,200	1,042	1,200	1,200	1,200
53310 GENERAL SUPPLIES	1,770	4,500	2,303	2,400	2,400	2,400
53510 FUEL	652	750	528	500	500	500
53610 MAINT. & REPAIR MATERIALS	916	500	1,164	500	500	500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 7,281</b>	<b>\$ 6,950</b>	<b>\$ 7,201</b>	<b>\$ 7,200</b>	<b>\$ 7,200</b>	<b>\$ 7,200</b>
<b>TOTAL BUDGET</b>	<b>\$ 338,386</b>	<b>\$ 326,167</b>	<b>\$ 320,026</b>	<b>\$ 316,117</b>	<b>\$ 303,117</b>	<b>\$ 303,117</b>

**CITY OF BARTLESVILLE**

2014-15 Operating Budget

Water Operating Fund – Water Administration – Personnel and Capital Detail

FUND 510 WATER  
DEPT 725 WATER ADMINISTRATION

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGTED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 BUDGTED NUMBER OF EMPLOYEES</b>
Water Utilities Director	1	1	1	0
Water Utilities and Engineering Director	0	0	0	1
Senior Administrative Assistant	1	1	1	1
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

# ***CITY OF BARTLESVILLE***

## **2014-15 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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2014 Accomplishments:

- Repaired 106 water main breaks ranging in size from 6" to 20"
- Repaired 98 service line leaks
- Installed 68 new water services
- Completed 3,302 locate work orders
- Completed the flushing, of approximately 1,600 fire hydrants
- Completed the installation of new Automated Meter Reading system
- Completed installation of new altitude valve at Toalson pump station
- Replaced approximately 2,000 feet of 6" water main on Oak between 14<sup>th</sup> & 16<sup>th</sup> Streets

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2015 Objectives:

- Replace 1,400 feet of new 6" water main on Parkview Drive between Sunset and Mulberry
- Replace existing 2 inch water main in the alley between Johnstone & Keeler, from 14<sup>th</sup> to 15<sup>th</sup> street
- Complete the annual flushing and testing of fire hydrants

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**CITY OF BARTLESVILLE**  
 2014-15 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 of equipment and main line replacement.

<b>FUND 510 WATER DEPT 730 WATER DISTRIBUTION</b>				
<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$1,545,623</b>	<b>\$1,610,073</b>	<b>\$1,462,910</b>	<b>\$1,483,680</b>	<b>\$1,483,680</b>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**Water Operating Fund – Water Distribution – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 739,526	\$ 782,000	\$ 712,594	\$ 740,000	\$ 740,000	\$ 740,000
51120 OVERTIME	43,229	46,000	28,736	47,000	47,000	47,000
51130 FICA	57,457	60,000	54,215	57,000	57,000	57,000
51140 GROUP INSURANCE	120,220	179,444	179,444	187,081	187,081	187,081
51150 DB RETIREMENT	119,012	121,000	113,155	96,000	96,000	96,000
51155 DC RETIREMENT	7,788	10,000	7,012	15,000	15,000	15,000
51170 WORKER'S COMPENSATION	3,255	76,929	76,929	9,074	9,074	9,074
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 1,090,487</b>	<b>\$ 1,275,373</b>	<b>\$ 1,172,085</b>	<b>\$ 1,151,155</b>	<b>\$ 1,151,155</b>	<b>\$ 1,151,155</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 10,279	\$ 9,275	\$ 9,954	\$ 9,400	\$ 9,400	\$ 9,400
52310 UTILITIES & COMMUNICATIONS	-	-	459	400	400	400
52410 PROFESSIONAL SERVICES	-	7,000	-	-	-	-
52510 OTHER SERVICES	504	2,150	585	2,650	2,650	2,650
52610 MAINT. & REPAIR SERVICE	13,892	10,400	10,271	9,500	9,500	9,500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 24,675</b>	<b>\$ 28,825</b>	<b>\$ 21,269</b>	<b>\$ 21,950</b>	<b>\$ 21,950</b>	<b>\$ 21,950</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 314	\$ 6,000	\$ -	\$ -	\$ -	\$ -
53210 JANITORIAL SUPPLIES	83	-	-	-	-	-
53310 GENERAL SUPPLIES	5,846	6,175	9,044	6,675	6,675	6,675
53410 TOOLS & EQUIPMENT	5,174	6,200	12,437	11,400	11,400	11,400
53510 FUEL	45,932	47,500	40,813	47,500	47,500	47,500
53610 MAINT. & REPAIR MATERIALS	339,677	240,000	108,216	245,000	245,000	245,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 397,026</b>	<b>\$ 305,875</b>	<b>\$ 170,510</b>	<b>\$ 310,575</b>	<b>\$ 310,575</b>	<b>\$ 310,575</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Water Operating Fund – Water Distribution – Line Item Detail  
 (continued)

<b>CAPITAL OUTLAY</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
55930 OTHER IMPROVEMENTS	\$ 6,567	\$ -	\$ 94,247	\$ -	\$ -	\$ -
55940 MACHINERY & EQUIPMENT	26,868	-	4,799	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 33,435</b>	<b>\$ -</b>	<b>\$ 99,046</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,545,623</b>	<b>\$ 1,610,073</b>	<b>\$ 1,462,910</b>	<b>\$ 1,483,680</b>	<b>\$ 1,483,680</b>	<b>\$ 1,483,680</b>

**CITY OF BARTLESVILLE**

2014-15 Operating Budget

Water Operating Fund – Water Distribution – Personnel and Capital Detail

FUND 510 WATER  
DEPT 730 WATER DISTRIBUTION

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGTED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 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	2.5	3
Water Utility Service Coordinator	1	1	1	1
Water Utility Service Rep.	3	3	2	2
Fiscal Technician	2	2	1	1
Meter Technician	1	1	1	2
UT Maintenance Worker	6	6	7	9
Temp	2	2	0	0
1/4 Maint Work (Shared Parks)	0	0	0	0
<b>TOTAL</b>	<b>21</b>	<b>21</b>	<b>17.5</b>	<b>21</b>

**CITY OF BARTLESVILLE**  
 2014-15 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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2014 Accomplishments: N/A

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2015 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>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$2,509,703</b>	<b>\$2,829,094</b>	<b>\$2,829,094</b>	<b>\$3,194,674</b>	<b>\$3,194,674</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Water Operating Fund – Transfers – Line Item Detail

<b>TRANSFERS OUT</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
59101 GENERAL FUND	\$ 1,104,217	\$ 1,208,178	\$ 1,208,178	\$ 1,373,356	\$ 1,573,356	\$ 1,573,356
59670 STABILIZATION RESERVE FUND	227,756	120,916	120,916	137,578	121,318	121,318
59675 CAPITAL RESERVE FUND	1,177,730	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
<b>TOTAL TRANSFERS</b>	<b>\$ 2,509,703</b>	<b>\$ 2,829,094</b>	<b>\$ 2,829,094</b>	<b>\$ 3,010,934</b>	<b>\$ 3,194,674</b>	<b>\$ 3,194,674</b>
<b>TOTAL BUDGET</b>	<b>\$ 2,509,703</b>	<b>\$ 2,829,094</b>	<b>\$ 2,829,094</b>	<b>\$ 3,010,934</b>	<b>\$ 3,194,674</b>	<b>\$ 3,194,674</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Sanitation Operating Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Sanitation	\$ 2,838,404	\$ 3,785,812	\$ 3,472,911	\$ 2,953,217
Transfers Out: To General	702,684	768,841	768,841	948,954
To Stabilization Reserve Fund	150,164	80,160	192,127	78,043
To Capital Reserve Fund	2,050,000	260,000	260,000	260,000
Reserves: Contingency	-	61,029	-	59,064
Compensated Absences Reserve	-	72,466	-	68,630
<b>Total Expenditures and Reserves</b>	<b><u>\$ 5,741,252</u></b>	<b><u>\$ 5,028,308</u></b>	<b><u>\$ 4,693,879</u></b>	<b><u>\$ 4,367,908</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Charges for Services	\$ 4,402,075	\$ 4,427,344	\$ 4,359,464	\$ 4,355,632
Interest and Investment Income	3,865	5,500	-	-
Donations and Miscellaneous	79	-	-	-
Fund Balance	2,509,488	1,054,006	1,114,060	779,645
<b>Total Available for Appropriation</b>	<b><u>\$ 6,915,507</u></b>	<b><u>\$ 5,486,850</u></b>	<b><u>\$ 5,473,524</u></b>	<b><u>\$ 5,135,277</u></b>

***CITY OF BARTLESVILLE***  
2014-15 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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2014 Accomplishments:

- Participated in the annual Operation Clean House
- Provided a free residential fall and spring clean-up program
- Provided a free curbside leaf and grass collection program
- Continued to provide a drop off recycle site for residential customers
- Successfully transitioned into the new automated residential collection system
- Achieved cost reductions and efficiencies, through employee reduction from attrition and fleet reduction

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2015 Objectives:

- Continue to bring more efficiency to our day to day operations
- Continue to provide fall and spring clean-up program
- Improve our fleet maintenance program

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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Sanitation Operating Fund – Sanitation – Summary  
 (continued)

Budget Highlights:           The major expenditures in this department are personnel costs, land fill fees, and replacement of equipment and vehicles.

<b>FUND 511 SANITATION DEPT 750 SANITATION</b>				
<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$2,838,404</b>	<b>\$3,785,812</b>	<b>\$3,472,911</b>	<b>\$2,953,217</b>	<b>\$2,953,217</b>

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**Sanitation Operating Fund – Sanitation – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 1,212,123	\$ 1,333,000	\$ 1,144,085	\$ 1,139,000	\$ 1,139,000	\$ 1,139,000
51120 OVERTIME	-	17,000	10,356	18,000	18,000	18,000
51130 FICA	89,708	102,000	85,160	88,000	88,000	88,000
51140 GROUP INSURANCE	234,084	349,916	349,916	276,167	276,167	276,167
51150 DB RETIREMENT	170,099	192,000	168,278	163,000	163,000	163,000
51155 DC RETIREMENT	12,968	14,000	12,834	14,000	14,000	14,000
51170 WORKER'S COMPENSATION	9,665	23,009	23,009	46,808	46,808	46,808
51180 UNEMPLOYMENT COMP	14,025	-	4,094	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 1,742,672</b>	<b>\$ 2,030,925</b>	<b>\$ 1,797,732</b>	<b>\$ 1,744,975</b>	<b>\$ 1,744,975</b>	<b>\$ 1,744,975</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 2,404	\$ 3,680	\$ 316	\$ 3,680	\$ 3,680	\$ 3,680
52310 UTILITIES & COMMUNICATIONS	4,046	6,500	3,956	6,500	6,500	6,500
52510 OTHER SERVICES	738,069	802,108	735,663	802,108	802,108	802,108
52610 MAINT. & REPAIR SERVICE	12,030	25,000	6,616	25,000	25,000	25,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 756,549</b>	<b>\$ 837,288</b>	<b>\$ 746,551</b>	<b>\$ 837,288</b>	<b>\$ 837,288</b>	<b>\$ 837,288</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 339	\$ 8,100	\$ 33	\$ 8,100	\$ 8,100	\$ 8,100
53210 JANITORIAL SUPPLIES	2,133	2,000	1,315	2,000	2,000	2,000
53310 GENERAL SUPPLIES	14,763	19,686	7,929	19,686	19,686	19,686
53410 TOOLS & EQUIPMENT	7,428	16,168	16,091	16,168	16,168	16,168
53510 FUEL	173,923	175,000	202,321	175,000	175,000	175,000
53610 MAINT. & REPAIR MATERIALS	140,597	150,000	154,294	150,000	150,000	150,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 339,183</b>	<b>\$ 370,954</b>	<b>\$ 381,983</b>	<b>\$ 370,954</b>	<b>\$ 370,954</b>	<b>\$ 370,954</b>
<b>CAPITAL OUTLAY</b>						
55930 OTHER IMPROVEMENTS	\$ -	\$ 546,645	\$ 546,645	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ 546,645</b>	<b>\$ 546,645</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 2,838,404</b>	<b>\$ 3,785,812</b>	<b>\$ 3,472,911</b>	<b>\$ 2,953,217</b>	<b>\$ 2,953,217</b>	<b>\$ 2,953,217</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Sanitation Operating Fund – Sanitation – Personnel and Capital Detail

**FUND 511 SANITATION  
 DEPT 750 SANITATION**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGTED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 BUDGTED NUMBER OF EMPLOYEES</b>
Public Works Director	1	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	14
<b>TOTAL</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>31</b>

**CITY OF BARTLESVILLE**  
 2014-15 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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2014 Accomplishments: N/A

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2015 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>				
<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$2,902,848</b>	<b>\$1,109,001</b>	<b>\$1,109,001</b>	<b>\$1,286,997</b>	<b>\$1,286,997</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Sanitation Operating Fund – Transfers – Line Item Detail

<b>TRANSFERS OUT</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
59101 GENERAL FUND	\$ 702,684	\$ 768,841	\$ 768,841	\$ 948,954	\$ 948,954	\$ 948,954
59670 STABILIZATION RESERVE FUND	150,164	80,160	80,160	78,043	78,043	78,043
59675 CAPITAL RESERVE FUND	2,050,000	260,000	260,000	260,000	260,000	260,000
<b>TOTAL TRANSFERS</b>	<b>\$ 2,902,848</b>	<b>\$ 1,109,001</b>	<b>\$ 1,109,001</b>	<b>\$ 1,286,997</b>	<b>\$ 1,286,997</b>	<b>\$ 1,286,997</b>
<b>TOTAL BUDGET</b>	<b>\$ 2,902,848</b>	<b>\$ 1,109,001</b>	<b>\$ 1,109,001</b>	<b>\$ 1,286,997</b>	<b>\$ 1,286,997</b>	<b>\$ 1,286,997</b>

**CITY OF BARTLESVILLE**

2014-15 Operating Budget

Adams Municipal Golf Course Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Golf Course	\$ 435,878	\$ 459,469	\$ 411,215	\$ 450,509
Reserves:      Contingency	-	9,354	-	9,010
Compensated Absences Reserve	-	4,748	-	5,215
<b>Total Expenditures and Reserves</b>	<b>\$ 435,878</b>	<b>\$ 473,571</b>	<b>\$ 411,215</b>	<b>\$ 464,734</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Charges for Services	\$ 328,705	\$ 358,800	\$ 312,963	\$ 298,100
Interest and Investment Income	419	200	-	-
Transfer In:      From General	75,123	18,551	18,551	148,416
Fund Balance	127,642	96,322	97,919	18,218
<b>Total Available for Appropriation</b>	<b>\$ 531,889</b>	<b>\$ 473,873</b>	<b>\$ 429,433</b>	<b>\$ 464,734</b>

# ***CITY OF BARTLESVILLE***

## **2014-15 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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2014 Accomplishments:

- Cut water consumption by changing settings and a different water scheduling
- Made progress on filling settled ditches
- Put drainage in on #1 tee
- Put drainage on #14 and #15 fairways
- Added 1 extra foot to 3 greens to help reduce the encroachment problem on the greens.
- Installed motion sensor and timer light switches at the bathroom and maintenance shop to help with electricity consumption

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2015 Objectives:

- Continue to market the golf course to improve rounds of golf to 35,000 rounds per year
- Work on 3 more greens to help with encroachment and work to expand greens back to their original square footage
- Start an inventory system that will track needs and expenses more accurately

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**CITY OF BARTLESVILLE**

2014-15 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>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$435,878</b>	<b>\$459,469</b>	<b>\$411,215</b>	<b>\$450,509</b>	<b>\$450,509</b>



# CITY OF BARTLESVILLE

## 2014-15 Operating Budget

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

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 132,357	\$ 137,000	\$ 138,827	\$ 141,000	\$ 141,000	\$ 141,000
51120 OVERTIME	571	1,000	476	2,000	2,000	2,000
51130 FICA	9,791	11,000	10,278	11,000	11,000	11,000
51140 GROUP INSURANCE	18,030	26,917	26,917	26,726	26,726	26,726
51150 DB RETIREMENT	30,319	32,000	31,745	31,000	31,000	31,000
51170 WORKER'S COMPENSATION	-	451	451	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 191,068</b>	<b>\$ 208,368</b>	<b>\$ 208,694</b>	<b>\$ 211,726</b>	<b>\$ 211,726</b>	<b>\$ 211,726</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 23,179	\$ 26,000	\$ 7,838	\$ 26,000	\$ 26,000	\$ 26,000
52310 UTILITIES & COMMUNICATIONS	22,838	28,000	24,255	24,000	24,000	24,000
52410 PROFESSIONAL SERVICES	76,584	77,252	76,583	76,583	76,583	76,583
52510 OTHER SERVICES	8,685	10,250	10,103	10,000	10,000	10,000
52610 MAINT. & REPAIR SERVICE	2,169	3,000	3,552	3,000	3,000	3,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 133,455</b>	<b>\$ 144,502</b>	<b>\$ 122,331</b>	<b>\$ 139,583</b>	<b>\$ 139,583</b>	<b>\$ 139,583</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 797	\$ 1,099	\$ 923	\$ 950	\$ 950	\$ 950
53210 JANITORIAL SUPPLIES	3,135	2,500	2,175	2,250	2,250	2,250
53310 GENERAL SUPPLIES	28,185	43,000	40,827	41,000	41,000	41,000
53410 TOOLS & EQUIPMENT	2,314	1,000	1,807	1,000	1,000	1,000
53510 FUEL	10,309	15,000	11,787	14,000	14,000	14,000
53610 MAINT. & REPAIR MATERIALS	44,615	44,000	22,671	40,000	40,000	40,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 89,355</b>	<b>\$ 106,599</b>	<b>\$ 80,190</b>	<b>\$ 99,200</b>	<b>\$ 99,200</b>	<b>\$ 99,200</b>

**CITY OF BARTLESVILLE**

2014-15 Operating Budget

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

<b>CAPITAL OUTLAY</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
55960 VEHICLES & EQUIPMENT	\$ 22,000	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 22,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 435,878</b>	<b>\$ 459,469</b>	<b>\$ 411,215</b>	<b>\$ 450,509</b>	<b>\$ 450,509</b>	<b>\$ 450,509</b>

**CITY OF BARTLESVILLE**

2014-15 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>2012-13 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2013-14 BUDGTED NUMBER OF EMPLOYEES</b>	<b>2013-14 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2014-15 BUDGTED NUMBER OF EMPLOYEES</b>
Golf Course Superintendent	1	1	1	1
Senior Vehicle-Equip. Mechanic	0	0	0	0
Golf Course Supervisor	1	1	1	1
Maintenance Worker	1	1	1	1
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Sooner Pool Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Sooner Pool	\$ 70,764	\$ 88,160	\$ 72,600	\$ 86,938
Reserves:      Contingency	-	1,881	-	1,739
<b>Total Expenditures and Reserves</b>	<b>\$ 70,764</b>	<b>\$ 90,041</b>	<b>\$ 72,600</b>	<b>\$ 88,677</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Charges for Services	\$ 31,073	\$ 29,963	\$ 30,339	\$ 29,700
Interest and Investment Income	175	-	-	-
Transfer In:      From General	37,313	22,443	22,443	25,876
Fund Balance	55,495	37,517	52,919	33,101
<b>Total Available for Appropriation</b>	<b>\$ 124,056</b>	<b>\$ 89,923</b>	<b>\$ 105,701</b>	<b>\$ 88,677</b>

***CITY OF BARTLESVILLE***  
2014-15 Operating Budget  
Sooner Pool Fund – Swimming Pool – Summary

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

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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.

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2014 Accomplishments:

- In spite of an unusually cold and rainy summer, opened, operated, and managed Sooner Pool for a 69 day season during the summer of 2013
- Provided a swimming lesson program which served 157 children

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2015 Objectives:

- Explore options to increase revenues and attendance by special programming and events
- Explore options for additional swimming classes, particularly for adults
- Continue to operate a public swimming pool and program which provides a safe, clean environment for children, adults, and families which meets or exceeds the minimum operating standards required by the State of Oklahoma

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

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Sooner Pool Fund – Swimming Pool – Summary  
 (continued)

**FUND 515 SOONER POOL  
 DEPT 433 POOLS**

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$ 70,764	\$ 88,160	\$ 72,600	\$ 86,938	\$ 86,938

**CITY OF BARTLESVILLE**  
**2014-15 Operating Budget**  
**Sooner Pool Fund – Swimming Pool – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 38,538	\$ 54,000	\$ 35,000	\$ 50,000	\$ 50,000	\$ 50,000
51130 FICA	2,948	5,560	3,000	4,000	4,000	4,000
51170 WORKER'S COMPENSATION	-	-	-	138	138	138
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 41,486</b>	<b>\$ 59,560</b>	<b>\$ 38,000</b>	<b>\$ 54,138</b>	<b>\$ 54,138</b>	<b>\$ 54,138</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 1,176	\$ 2,200	\$ 1,000	\$ 1,700	\$ 1,700	\$ 1,700
52310 UTILITIES & COMMUNICATIONS	4,180	4,700	4,500	5,800	5,800	5,800
52510 OTHER SERVICES	64	1,400	100	2,400	2,400	2,400
52610 MAINT. & REPAIR SERVICE	1,079	500	1,500	500	500	500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 6,499</b>	<b>\$ 8,800</b>	<b>\$ 7,100</b>	<b>\$ 10,400</b>	<b>\$ 10,400</b>	<b>\$ 10,400</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 25	\$ 300	\$ -	\$ 1,800	\$ 1,800	\$ 1,800
53210 JANITORIAL SUPPLIES	334	1,000	-	600	600	600
53310 GENERAL SUPPLIES	11,910	13,000	12,000	14,500	14,500	14,500
53410 TOOLS & EQUIPMENT	-	500	-	500	500	500
53610 MAINT. & REPAIR MATERIALS	10,510	5,000	15,500	5,000	5,000	5,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 22,779</b>	<b>\$ 19,800</b>	<b>\$ 27,500</b>	<b>\$ 22,400</b>	<b>\$ 22,400</b>	<b>\$ 22,400</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 70,764</b>	<b>\$ 88,160</b>	<b>\$ 72,600</b>	<b>\$ 86,938</b>	<b>\$ 86,938</b>	<b>\$ 86,938</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Sooner Pool Fund – Swimming Pool – Personnel and Capital Detail

FUND 515 SOONER POOL  
 DEPT 432 SWIMMING POOLS

**PERSONNEL SCHEDULE**

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All pool personnel are seasonal part-time employees

	Hrly Wage	Number Per Day	Average Hours	Total Wage Cost	FICA	Average Cost/Day
Pool Manager	\$ 12.50	0.5	6.0	\$ 37.50	\$ 2.87	\$ 40.37
Asst. Pool Manager	\$ 10.75	1.0	6.0	\$ 64.50	\$ 4.93	\$ 69.43
Head Lifeguard	\$ 8.75	1.0	6.0	\$ 52.50	\$ 4.02	\$ 56.52
Lifeguards	\$ 7.50	7.0	8.0	\$ 420.00	\$ 32.13	\$ 452.13
Cashiers	\$ 7.50	1.0	8.0	\$ 60.00	\$ 4.59	\$ 64.59
Total daily employee cost		<u>10.5</u>	<u>34.0</u>	<u>\$ 634.50</u>	<u>\$ 48.54</u>	<u>\$ 683.04</u>



**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Frontier Pool Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Frontier Pool	\$ 117,933	\$ 128,150	\$ 117,000	\$ 138,159
Reserves:       Contingency	-	2,583	-	2,763
<b>Total Expenditures and Reserves</b>	<b>\$ 117,933</b>	<b>\$ 130,733</b>	<b>\$ 117,000</b>	<b>\$ 140,922</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Charges for Services	\$ 75,890	\$ 64,980	\$ 53,962	\$ 67,000
Interest and Investment Income	213	300	-	-
Transfer In:       From General	24,744	14,381	14,381	60,280
Fund Balance	79,339	51,052	62,299	13,642
<b>Total Available for Appropriation</b>	<b>\$ 180,186</b>	<b>\$ 130,713</b>	<b>\$ 130,642</b>	<b>\$ 140,922</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Frontier Pool Fund – Swimming Pool – Summary

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

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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.

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2014 Accomplishments:

- In spite of an unusually cold and rainy summer, opened, operated, and managed Frontier Pool for a 73 day season during the summer of 2013
- Provided a quality facility for 42 private pool parties

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2015 Objectives:

- Continue to operate a public swimming pool and program which provides a safe, clean environment for children, adults, and families which meets or exceeds the minimum operating standards required by the State of Oklahoma

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

					<b>FUND 516 FRONTIER POOL DEPT 432 POOLS</b>	
<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>		
\$ 117,933	\$ 128,150	\$ 117,000	\$ 138,159	\$ 138,159		

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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Frontier Pool Fund – Swimming Pool – Line Item Detail

<b>PERSONNEL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
51110 REGULAR SALARIES	\$ 71,557	\$ 78,248	\$ 75,000	\$ 84,588	\$ 84,588	\$ 84,588
51130 FICA	5,483	6,002	6,000	6,471	6,471	6,471
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 77,040</b>	<b>\$ 84,250</b>	<b>\$ 81,000</b>	<b>\$ 91,059</b>	<b>\$ 91,059</b>	<b>\$ 91,059</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 1,126	\$ 2,400	\$ 1,500	\$ 2,300	\$ 2,300	\$ 2,300
52310 UTILITIES & COMMUNICATIONS	11,106	11,300	12,000	12,600	12,600	12,600
52510 OTHER SERVICES	257	1,400	500	1,400	1,400	1,400
52610 MAINT. & REPAIR SERVICE	264	500	2,000	500	500	500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 12,753</b>	<b>\$ 15,600</b>	<b>\$ 16,000</b>	<b>\$ 16,800</b>	<b>\$ 16,800</b>	<b>\$ 16,800</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 45	\$ 300	\$ -	\$ 1,800	\$ 1,800	\$ 1,800
53210 JANITORIAL SUPPLIES	183	2,000	-	1,500	1,500	1,500
53310 GENERAL SUPPLIES	19,637	20,500	17,500	21,500	21,500	21,500
53410 TOOLS & EQUIPMENT	-	500	-	500	500	500
53610 MAINT. & REPAIR MATERIALS	8,275	5,000	2,500	5,000	5,000	5,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 28,140</b>	<b>\$ 28,300</b>	<b>\$ 20,000</b>	<b>\$ 30,300</b>	<b>\$ 30,300</b>	<b>\$ 30,300</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 117,933</b>	<b>\$ 128,150</b>	<b>\$ 117,000</b>	<b>\$ 138,159</b>	<b>\$ 138,159</b>	<b>\$ 138,159</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Frontier Pool Fund – Swimming Pool – Personnel and Capital Detail

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

**PERSONNEL SCHEDULE**

All pool personnel are seasonal part-time employees

	<b>Hrly Wage</b>	<b>Number Per Day</b>	<b>Average Hours</b>	<b>Total Wage Cost</b>	<b>FICA</b>	<b>Average Cost/Day</b>
Pool Manager	\$ 12.50	0.5	6.0	\$ 37.50	\$ 2.87	\$ 40.37
Asst. Pool Manager	\$ 10.75	1.0	9.0	\$ 96.75	\$ 7.40	\$ 104.15
Head Lifeguard	\$ 8.75	1.0	9.0	\$ 78.75	\$ 6.02	\$ 84.77
Lifeguards	\$ 7.50	13.0	8.0	\$ 780.00	\$ 59.67	\$ 839.67
Cashiers	\$ 7.50	2.0	8.0	\$ 120.00	\$ 9.18	\$ 129.18
Total daily employee cost		<u>17.5</u>	<u>40.0</u>	<u>\$ 1,113.00</u>	<u>\$ 85.14</u>	<u>\$ 1,198.14</u>

**INTERNAL SERVICE FUNDS**



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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Internal Service Funds – Summary by Fund or Source

*Expenditures and Reserves*

<b>EXPENDITURES BY FUND</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Workers' Compensation	\$ 198,491	\$ 425,000	\$ 308,706	\$ 425,000
Health Insurance	2,445,362	2,825,000	2,435,427	3,186,000
Auto Collision Insurance	-	300,000	47,825	252,175
Stabilization Reserve	-	3,180,333	-	3,832,471
Capital Reserve	1,836,258	2,750,882	2,254,189	1,980,500
<b>Total Expenditures and Reserves</b>	<b>\$ 4,480,111</b>	<b>\$ 9,481,215</b>	<b>\$ 5,046,147</b>	<b>\$ 9,676,146</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Interest and Investment Income	\$ 1,483	\$ -	\$ -	\$ -
Donations and Miscellaneous	8,007	-	27,339	-
Employee Contributions	293,113	300,000	309,955	300,000
Retiree Contributions	159,087	150,000	141,651	150,000
Contributions from Operating Departments	79,771	238,135	238,135	204,156
Reimbursement of Operations	1,550,134	2,332,775	2,332,775	2,271,696
Reimbursement by Contract	-	-	38,768	-
Transfers In: General Fund	818,328	451,335	451,335	391,380
Wastewater	636,485	607,715	607,715	61,397
Water	1,405,486	1,620,916	1,620,916	1,621,318
Sanitation	2,200,164	340,160	340,160	338,043
Fund Balance	2,418,652	4,910,589	4,520,394	5,582,996
<b>Total Available for Appropriation</b>	<b>\$ 9,570,710</b>	<b>\$ 10,951,625</b>	<b>\$ 10,629,143</b>	<b>\$ 10,920,986</b>

***CITY OF BARTLESVILLE***  
2014-15 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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2014 Accomplishments: N/A

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2015 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**

2014-15 Operating Budget

Worker's Compensation Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Work Comp Claims	\$ 178,391	\$ 400,000	\$ 287,706	\$ 400,000
Administration	20,100	25,000	21,000	25,000
<b>Total Expenditures</b>	<b>\$ 198,491</b>	<b>\$ 425,000</b>	<b>\$ 308,706</b>	<b>\$ 425,000</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Interest and Investment Income	\$ 660	\$ -	\$ -	\$ -
Donations and Miscellaneous	8,007	-	27,339	-
Contributions from Operating Departments	79,771	238,135	238,135	204,156
Fund Balance	348,215	186,685	264,076	220,844
<b>Total Available for Appropriation</b>	<b>\$ 436,653</b>	<b>\$ 424,820</b>	<b>\$ 529,550</b>	<b>\$ 425,000</b>

***CITY OF BARTLESVILLE***  
2014-15 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 \$75,000.

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2014 Accomplishments: N/A

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2015 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**  
 2014-15 Operating Budget  
 Health Insurance Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Medical Claims	\$ 2,170,963	\$ 2,250,000	\$ 2,048,631	\$ 2,450,000
Administration Fees	274,399	575,000	386,796	736,000
<b>Total Expenditures</b>	<b><u>\$ 2,445,362</u></b>	<b><u>\$ 2,825,000</u></b>	<b><u>\$ 2,435,427</u></b>	<b><u>\$ 3,186,000</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Employee Contributions	\$ 293,113	\$ 300,000	\$ 309,955	\$ 300,000
Retiree Contributions	159,087	150,000	141,651	150,000
Investment Earnings	823	-	-	-
Reimbursement of Operations	1,550,134	2,332,775	2,332,775	2,271,696
Reimbursement by Contract	-	-	38,768	-
Fund Balance	584,720	42,225	76,582	464,304
<b>Total Available for Appropriation</b>	<b><u>\$ 2,587,877</u></b>	<b><u>\$ 2,825,000</u></b>	<b><u>\$ 2,899,731</u></b>	<b><u>\$ 3,186,000</u></b>

**CITY OF BARTLESVILLE**  
2014-15 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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2014 Accomplishments: N/A

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2015 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**  
 2014-15 Operating Budget  
 Auto Collision Insurance Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Auto Collision Claims	\$ -	\$ 300,000	\$ 47,825	\$ 252,175
Total Expenditures	<u>\$ -</u>	<u>\$ 300,000</u>	<u>\$ 47,825</u>	<u>\$ 252,175</u>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Donations and Miscellaneous	\$ 19,582	\$ -	\$ -	\$ -
Transfers In:      General Fund	<u>-</u>	<u>28,243</u>	<u>28,243</u>	<u>-</u>
Fund Balance	<u>300,000</u>	<u>271,757</u>	<u>271,757</u>	<u>252,175</u>
<b>Total Available for Appropriation</b>	<u><b>\$ 319,582</b></u>	<u><b>\$ 300,000</b></u>	<u><b>\$ 300,000</b></u>	<u><b>\$ 252,175</b></u>

**CITY OF BARTLESVILLE**  
2014-15 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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2014 Accomplishments: N/A

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2015 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**  
 2014-15 Operating Budget  
 Stabilization Reserve Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
General Fund Reserve		\$ 1,816,459	\$ -	\$ 2,207,839
Wastewater Fund Reserve	-	313,709	-	375,106
Water Fund Reserve	-	627,714	-	749,032
Sanitation Fund Reserve	-	422,451	-	500,494
Total Expenditures and Reserves	<u>\$ -</u>	<u>\$ 3,180,333</u>	<u>\$ -</u>	<u>\$ 3,832,471</u>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Transfers In: General Fund	\$ 818,328	\$ 423,092	\$ 423,092	\$ 391,380
Wastewater	116,485	57,715	57,715	61,397
Water	227,756	120,916	120,916	121,318
Sanitation	150,164	80,160	80,160	78,043
Fund Balance	<u>1,185,717</u>	<u>2,498,450</u>	<u>2,498,450</u>	<u>3,180,333</u>
<b>Total Available for Appropriation</b>	<u><b>\$ 2,498,450</b></u>	<u><b>\$ 3,180,333</b></u>	<u><b>\$ 3,180,333</b></u>	<u><b>\$ 3,832,471</b></u>

***CITY OF BARTLESVILLE***  
2014-15 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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2014 Accomplishments: N/A

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2015 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**  
 2014-15 Operating Budget  
 Capital Reserve Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Wastewater	\$ 112,359	\$ 554,500	\$ 323,822	\$ 393,000
Water	37,112	1,596,382	1,517,269	1,227,500
Sanitation	<u>1,686,787</u>	<u>600,000</u>	<u>413,098</u>	<u>360,000</u>
 Total Expenditures	 <u><b>\$ 1,836,258</b></u>	 <u><b>\$ 2,750,882</b></u>	 <u><b>\$ 2,254,189</b></u>	 <u><b>\$ 1,980,500</b></u>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Transfers In: Wastewater	\$ 520,000	\$ 550,000	\$ 550,000	\$ -
Water	1,177,730	1,500,000	1,500,000	1,500,000
Sanitation	<u>2,050,000</u>	<u>260,000</u>	<u>260,000</u>	<u>260,000</u>
 Fund Balance	 <u>-</u>	 <u>1,911,472</u>	 <u>1,409,529</u>	 <u>1,465,340</u>
 <b>Total Available for Appropriation</b>	 <u><b>\$ 3,747,730</b></u>	 <u><b>\$ 4,221,472</b></u>	 <u><b>\$ 3,719,529</b></u>	 <u><b>\$ 3,225,340</b></u>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Capital Reserve Fund Capital Outlay Detail

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	12/13 ACTUAL	13/14 BUDGET	13/14 ESTIMATE	14/15 BUDGET
710	13021	Refrigerated Effluent Sampler	\$ 4,690	\$ -	\$ -	\$ -
710	13022	Channel Monster Grinder	79,866	-	-	-
710	13023	Tuxedo Pump Station Valves	-	27,500	21,436	6,000
710	13024	Zero Turn Mower	7,699	-	-	-
710	13025	1/2 Ton Pickup Truck	16,985	-	-	-
710	13094	6" Trailer mounted dewatering/trash system	-	25,000	24,500	-
710	13095	SCADA telemetry system	-	15,000	16,780	-
710	13096	Final effluent pressurized water system upgr	-	45,000	-	80,000
710	New	Truck Crane	-	-	-	80,000
		<b>Total Wastewater Plant</b>	<b>109,240</b>	<b>112,500</b>	<b>62,716</b>	<b>166,000</b>
715	13026	Dump Truck, 8 yd	-	-	-	-
715	13027	Harvard Sewer Line	3,119	-	-	-
715	13028	Concrete Chain Saw	-	-	-	-
715	13097	Truck Mounted Hydro Sewer Cleaner	-	250,000	224,151	-
715	13098	1-ton Flatbed Truck	-	42,000	36,955	-
715	13099	ERP System (25% of total)	-	150,000	-	150,000
715	New	Mini Excavator	-	-	-	67,000
715	New	Shorty Camera	-	-	-	10,000
		<b>Total Wastewater Maintenance</b>	<b>3,119</b>	<b>442,000</b>	<b>261,106</b>	<b>227,000</b>
720	13029	Tank Mixing System	-	135,000	115,487	-
720	13030	72" ZTR Mower	9,199	-	-	-
720	13031	Altitude Valve	-	12,500	9,752	-
720	13100	Variable Frequency Drive (Toalson & Circle I	-	25,812	33,511	-
720	13101	Variable Frequency Drive (Toalson)	-	44,720	45,389	2,500
720	New	Altitude Valve Replacement - Toalson	-	-	-	12,500
720	New	Hudson Lake Aeration System	-	-	-	100,000
720	New	WW Resuse Engineering and Design	-	-	-	250,000
		<b>Total Water Plant</b>	<b>9,199</b>	<b>218,032</b>	<b>204,139</b>	<b>365,000</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Capital Reserve Fund Capital Outlay Detail  
 (continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	12/13 ACTUAL	13/14 BUDGET	13/14 ESTIMATE	14/15 BUDGET
725	13032	Roof replacement for water utilities building	-	-	-	-
725	13102	Payment Kiosk	-	75,000	-	-
725	13103	Automated Phone Payment System	-	25,000	25,000	-
725	13104	ERP System (25% of total)	-	150,000	-	150,000
725	New	Engineering Design for Water Utilities Bldg	-	-	-	135,000
		<b>Total Water Administration</b>	<b>-</b>	<b>250,000</b>	<b>25,000</b>	<b>285,000</b>
730	10038	Silver Lake Ext Water line	-	-	499,999	-
730	13033	6" Water Line (Oak , 14th to 16th Street)	12,620	38,350	8,496	40,000
730	13034	Portable Light Tower	4,733	-	-	-
730	13035	Circle Mountain Water Line	10,560	725,000	609,412	5,000
730	13105	120' by 30' covered pipe storage at Bison Ta	-	185,000	-	50,000
730	13106	12" Water Line (Highway 60 West, Contract	-	130,000	129,599	5,000
730	13107	1/2-ton Truck	-	50,000	40,624	-
730	New	Dump Truck	-	-	-	87,500
730	New	8" Water Line (Cherokee, Adams to 14th, C	-	-	-	210,000
730	New	8" Water Line (18th Street, Keeler to Hillcres	-	-	-	180,000
		<b>Total Water Distribution</b>	<b>27,913</b>	<b>1,128,350</b>	<b>1,288,130</b>	<b>577,500</b>
750	13036	Automated Refuse Trucks	1,053,963	-	-	-
750	13037	Poly Carts	632,824	-	8,866	-
750	13108	Rear Load Refuse Trucks	-	450,000	404,232	-
750	13109	ERP System (25% of total)	-	150,000	-	150,000
750	New	Roll Off Refuse Truck	-	-	-	150,000
750	New	One Ton Truck	-	-	-	60,000
		<b>Total Sanitation</b>	<b>1,686,787</b>	<b>600,000</b>	<b>413,098</b>	<b>360,000</b>
<b>TOTAL</b>			<b>\$ 1,836,258</b>	<b>\$ 2,750,882</b>	<b>\$ 2,254,189</b>	<b>\$ 1,980,500</b>

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**FIDUCIARY FUNDS**



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**CITY OF BARTLESVILLE**  
 2014-15 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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2014 Accomplishments:
 

- ADA compliant entrance ramp was completed
- Iron railing for steps were installed

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2015 Objectives:
 

- Continue to maintain and make repairs as needed

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Budget Highlights: The only budget expenditures in this fund are for miscellaneous improvements to the mausoleum.

<b>FUND 773 MAUSOLEUM TRUST DEPT 173 MAUSOLEUM</b>				
<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$0</b>	<b>\$9,037</b>	<b>\$0</b>	<b>\$10,724</b>	<b>\$10,724</b>

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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Mausoleum Endowment Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Mausoleum	\$ -	\$ 9,037	\$ -	\$ 10,724
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 9,037</b>	<b>\$ -</b>	<b>\$ 10,724</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Interest and Investment Income	\$ 414	\$ 300	\$ -	\$ -
Fund Balance	13,269	8,737	10,724	10,724
<b>Total Available for Appropriation</b>	<b>\$ 13,683</b>	<b>\$ 9,037</b>	<b>\$ 10,724</b>	<b>\$ 10,724</b>



**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Mausoleum Endowment Fund – Line Item Detail

<b>MATERIALS &amp; SUPPLIES</b>	<b>2012-12 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
53610 MAINT. & REPAIR MATERIALS	\$ -	\$ 9,037	\$ -	\$ 10,724	\$ 10,724	\$ 10,724
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ -</b>	<b>\$ 9,037</b>	<b>\$ -</b>	<b>\$ 10,724</b>	<b>\$ 10,724</b>	<b>\$ 10,724</b>
<b>TOTAL BUDGET</b>	<b>\$ -</b>	<b>\$ 9,037</b>	<b>\$ -</b>	<b>\$ 10,724</b>	<b>\$ 10,724</b>	<b>\$ 10,724</b>

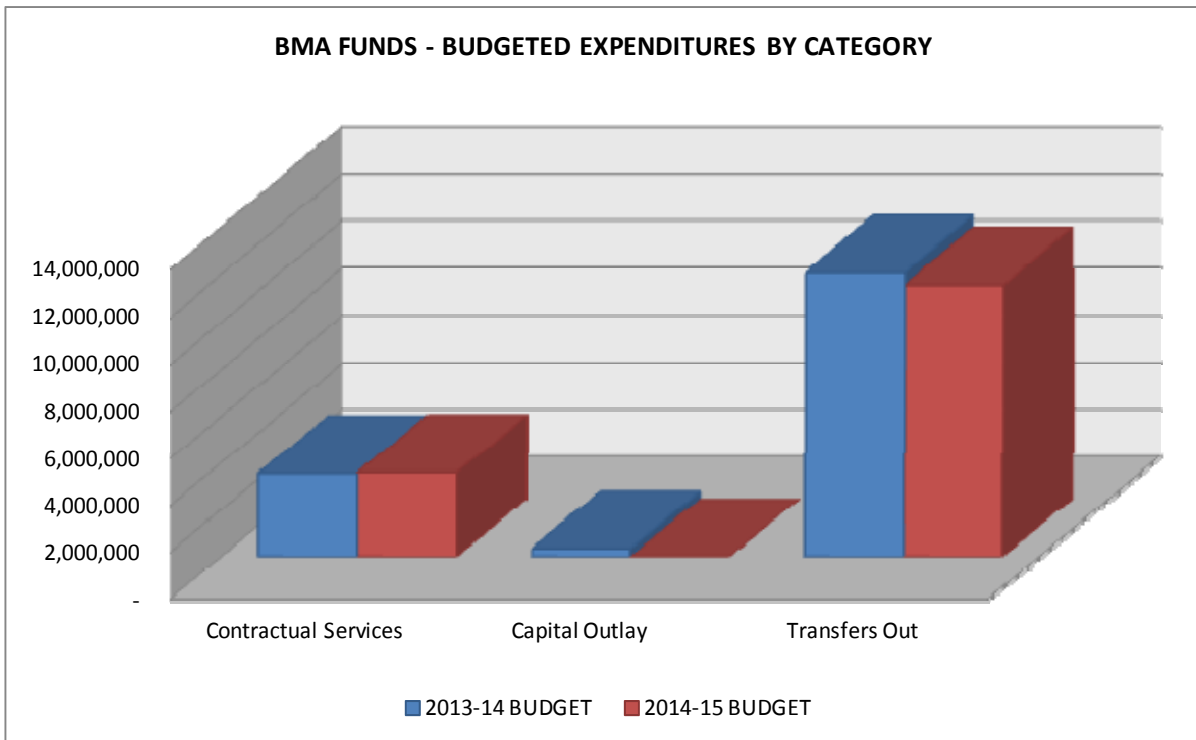
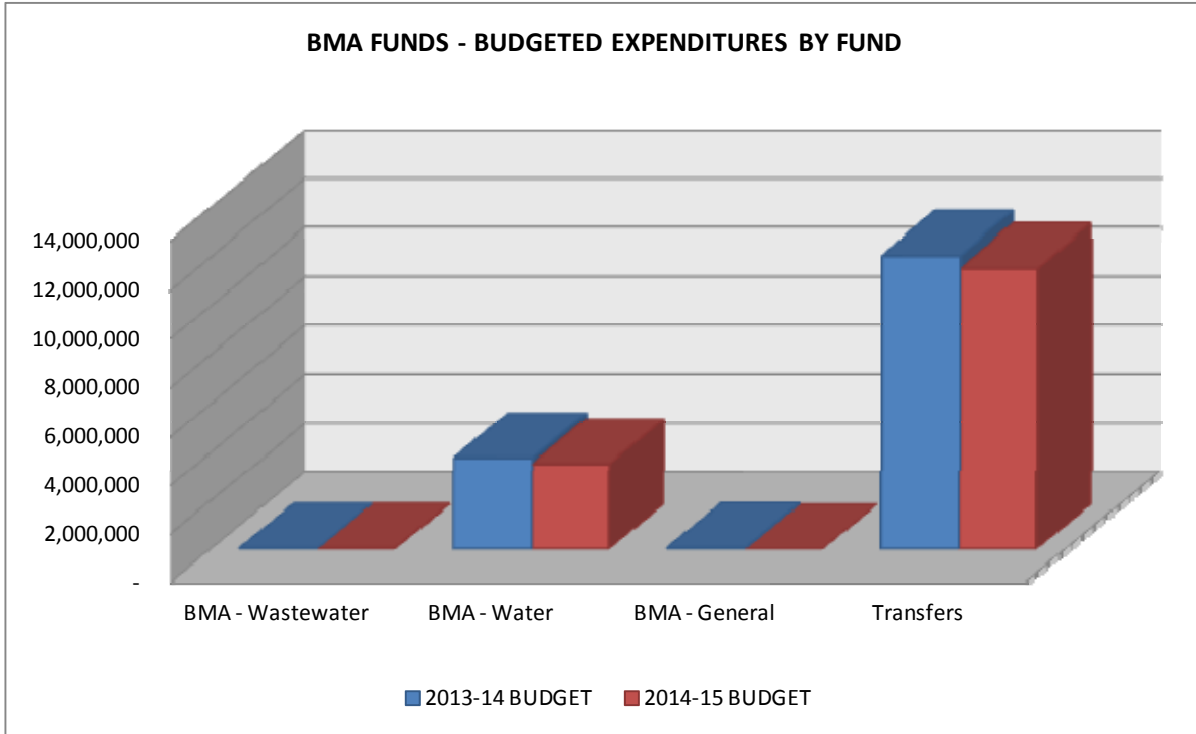
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# BARTLESVILLE MUNICIPAL AUTHORITY FUNDS

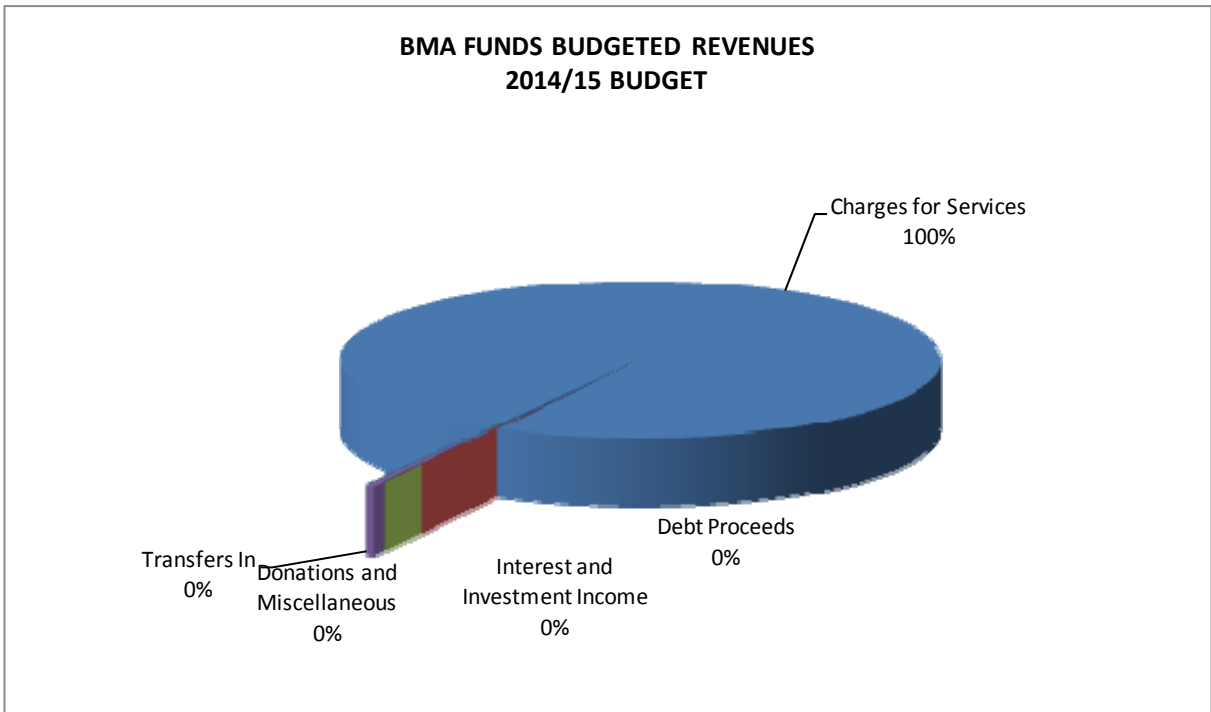
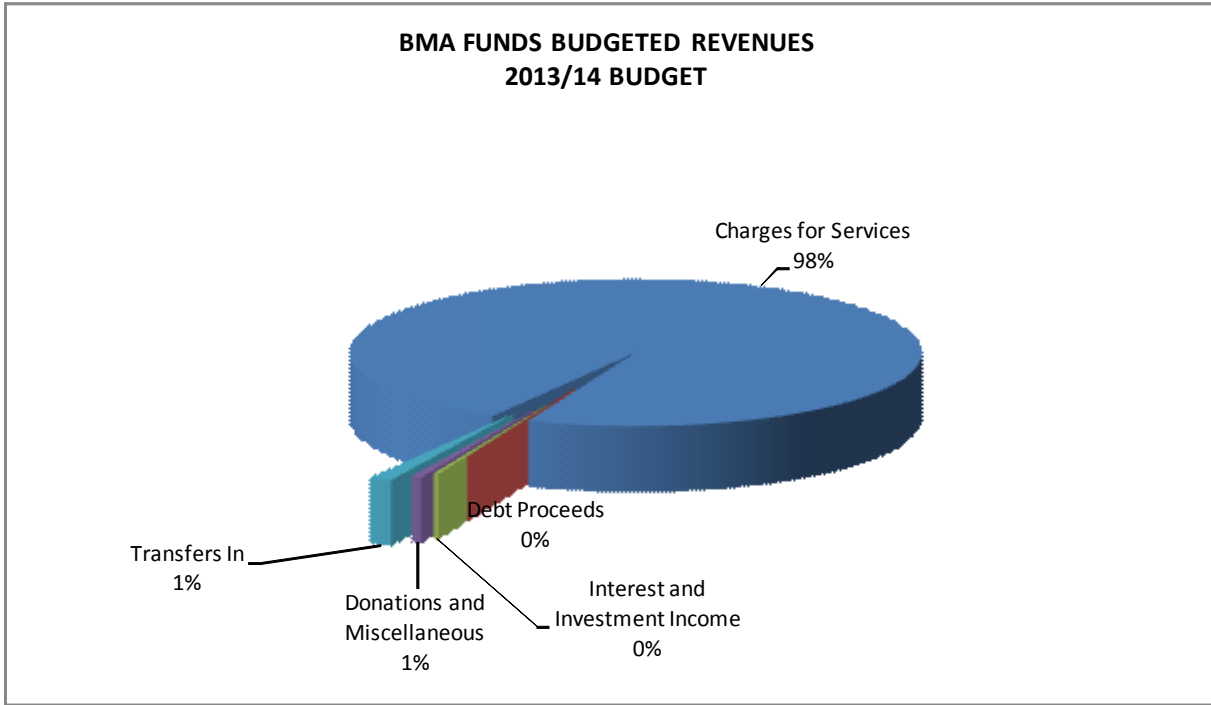


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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 Bartlesville Municipal Authority Funds – Expenditure Graphs



**CITY OF BARTLESVILLE**  
2014-15 Operating Budget  
Bartlesville Municipal Authority Funds – Revenue Graphs



**CITY OF BARTLESVILLE**

2014-15 Operating Budget

Bartlesville Municipal Authority – Summary by Fund or Source

*Expenditures and Reserves*

<b>EXPENDITURES BY FUND</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
BMA - Wastewater	\$ 29,256	\$ 33,000	\$ 29,131	\$ 33,000
BMA - Water	6,702,900	3,785,000	3,641,896	3,542,516
BMA - General	51,346	51,346	51,346	-
Transfers to: Wastewater Operating	4,565,938	4,417,506	4,342,764	3,801,835
Water Operating	<u>6,893,287</u>	<u>7,620,080</u>	<u>7,620,080</u>	<u>7,723,568</u>
<b>Total Expenditures</b>	<b><u>\$18,242,727</u></b>	<b><u>\$15,906,932</u></b>	<b><u>\$15,685,217</u></b>	<b><u>\$15,100,919</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Charges for Services	\$ 12,618,080	\$ 12,529,355	\$ 11,755,573	\$ 12,106,637
Interest and Investment Income	43,044	38,900	-	-
Donations and Miscellaneous	79,400	76,929	58,154	58,000
Debt Obligation Proceeds	3,292,533	-	517,467	-
Transfer In: BMA - Wastewater	148,040	148,040	148,040	-
Neighborhood Park	18,431	3,489	3,489	-
Wastewater Regulatory	255,242	255,242	255,242	-
CIP-Sales Tax	<u>32,252</u>	<u>17,264</u>	<u>17,264</u>	<u>127</u>
Fund Balance	<u>9,918,204</u>	<u>9,001,119</u>	<u>7,892,450</u>	<u>4,962,462</u>
<b>Total Available for Appropriation</b>	<b><u>\$26,405,226</u></b>	<b><u>\$22,070,338</u></b>	<b><u>\$20,647,679</u></b>	<b><u>\$17,127,226</u></b>

**CITY OF BARTLESVILLE**

2014-15 Operating Budget

Bartlesville Municipal Authority – Expenditure Summary by Line Item

<b>CONTRACTUAL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
52210 FINANCIAL SERVICES	\$ 82,700	\$ 5,000	\$ 4,000	\$ 5,000	\$ 5,000	\$ 5,000
52910 DEBT SERVICE - INTEREST	1,656,933	1,705,677	1,697,593	1,633,289	1,633,289	1,633,289
52911 DEBT SERVICE - PRINCIPAL	1,616,461	1,828,669	1,799,429	1,937,227	1,937,227	1,937,227
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 3,356,094</b>	<b>\$ 3,539,346</b>	<b>\$ 3,501,022</b>	<b>\$ 3,575,516</b>	<b>\$ 3,575,516</b>	<b>\$ 3,575,516</b>
<b>CAPITAL OUTLAY</b>						
55940 MACHINERY & EQUIPMENT	\$ 3,427,408	\$ 330,000	\$ 221,351	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 3,427,408</b>	<b>\$ 330,000</b>	<b>\$ 221,351</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TRANSFERS OUT</b>						
59509 WASTEWATER OPERATING	\$ 4,565,938	\$ 4,417,506	\$ 4,342,764	\$ 3,972,863	\$ 3,801,835	\$ 3,801,835
59510 WATER OPERATING	6,893,287	7,620,080	7,620,080	8,573,088	7,723,568	7,723,568
<b>TOTAL TRANSFERS</b>	<b>\$11,459,225</b>	<b>\$12,037,586</b>	<b>\$11,962,844</b>	<b>\$12,545,951</b>	<b>\$11,525,403</b>	<b>\$11,525,403</b>
<b>TOTAL BUDGET</b>	<b>\$18,242,727</b>	<b>\$15,906,932</b>	<b>\$15,685,217</b>	<b>\$16,121,467</b>	<b>\$15,100,919</b>	<b>\$15,100,919</b>



**CITY OF BARTLESVILLE**  
 2014-15 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.

2014 Accomplishments: N/A

2015 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**

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$29,256	\$33,000	\$29,131	\$33,000	\$33,000

**FUND 710 BMA - WASTEWATER  
 DEPT 900 TRANSFERS**

2012-13 ACTUAL	2013-14 BUDGET	2013-14 ESTIMATE	2014-15 CITY MGR RECOMMENDS	2014-15 APPROVED BUDGET
\$4,565,938	\$4,417,506	\$4,342,764	\$3,801,835	\$3,801,835

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 BMA Wastewater Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
BMA Wastewater Operating	\$ 29,256	\$ 33,000	\$ 29,131	\$ 33,000
Transfers Out: To Wastewater <sup>1</sup>	<u>4,565,938</u>	<u>4,417,506</u>	<u>4,342,764</u>	<u>3,801,835</u>
<b>Total Expenditures</b>	<b><u>\$ 4,595,194</u></b>	<b><u>\$ 4,450,506</u></b>	<b><u>\$ 4,371,895</u></b>	<b><u>\$ 3,834,835</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Charges for Services	\$ 3,901,279	\$ 3,855,900	\$ 3,963,685	\$ 4,014,231
Interest and Investment Income	370	1,100	-	-
Donations and Miscellaneous	<u>76,792</u>	<u>76,000</u>	<u>58,153</u>	<u>58,000</u>
Fund Balance	<u>782,862</u>	<u>638,091</u>	<u>166,108</u>	<u>(183,949)</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 4,761,303</u></b>	<b><u>\$ 4,571,091</u></b>	<b><u>\$ 4,187,946</u></b>	<b><u>\$ 3,888,282</u></b>

**CITY OF BARTLESVILLE**

2014-15 Operating Budget

BMA Wastewater Fund – BMA Wastewater Operating – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
52910 DEBT SERVICE - INTEREST	\$ 1,631	\$ 3,000	\$ 1,506	\$ 3,000	\$ 3,000	\$ 3,000
52911 DEBT SERVICE - PRINCIPAL	27,625	30,000	27,625	30,000	30,000	30,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 29,256</b>	<b>\$ 33,000</b>	<b>\$ 29,131</b>	<b>\$ 33,000</b>	<b>\$ 33,000</b>	<b>\$ 33,000</b>
<b>TOTAL BUDGET</b>	<b>\$ 29,256</b>	<b>\$ 33,000</b>	<b>\$ 29,131</b>	<b>\$ 33,000</b>	<b>\$ 33,000</b>	<b>\$ 33,000</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 BMA Wastewater Fund – Transfers – Line Item Detail

<b>TRANSFERS OUT</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
59509 WASTEWATER OPERATING	\$ 4,565,938	\$ 4,417,506	\$ 4,342,764	\$ 3,972,863	\$ 3,801,835	\$ 3,801,835
<b>TOTAL TRANSFERS</b>	<u>\$ 4,565,938</u>	<u>\$ 4,417,506</u>	<u>\$ 4,342,764</u>	<u>\$ 3,972,863</u>	<u>\$ 3,801,835</u>	<u>\$ 3,801,835</u>
<b>TOTAL BUDGET</b>	<u>\$ 4,565,938</u>	<u>\$ 4,417,506</u>	<u>\$ 4,342,764</u>	<u>\$ 3,972,863</u>	<u>\$ 3,801,835</u>	<u>\$ 3,801,835</u>

**CITY OF BARTLESVILLE**

2014-15 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.

2014 Accomplishments: N/A

2015 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.

<b>FUND 715 BMA - WATER DEPT 740 BMA - WATER OPERATING</b>				
<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
\$3,194,792	\$3,455,000	\$3,420,545	\$3,542,516	\$3,542,516

**CITY OF BARTLESVILLE**

2014-15 Operating Budget  
BMA Water Fund – Summary  
(continued)

**FUND 715 BMA - WATER  
DEPT 741 BMA - CONSTRUCTION**

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<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$3,508,108</b>	<b>\$330,000</b>	<b>\$221,351</b>	<b>\$0</b>	<b>\$0</b>

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**FUND 715 BMA - WATER  
DEPT 900 TRANSFERS**

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<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
<b>\$6,893,287</b>	<b>\$7,620,080</b>	<b>\$7,620,080</b>	<b>\$7,723,568</b>	<b>\$7,723,568</b>

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**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 BMA Water Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
BMA - Water Operating	\$ 3,194,792	\$ 3,455,000	\$ 3,420,545	\$ 3,542,516
BMA - Water Construction	3,508,108	330,000	221,351	-
Transfers Out: To Water	<u>6,893,287</u>	<u>7,620,080</u>	<u>7,620,080</u>	<u>7,723,568</u>
<b>Total Expenditures</b>	<b><u>\$ 13,596,187</u></b>	<b><u>\$ 11,405,080</u></b>	<b><u>\$ 11,261,976</u></b>	<b><u>\$ 11,266,084</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Charges for Services	\$ 8,716,801	\$ 8,673,455	\$ 7,791,888	\$ 8,092,406
Interest and Investment Income	42,659	37,800	-	-
Donations and Miscellaneous	2,608	929	1	-
Debt Obligation Proceeds	3,292,533	-	517,467	-
Transfer in: From Wastewater Regulatory	255,242	255,242	255,242	-
From Wastewater	<u>148,040</u>	<u>148,040</u>	<u>148,040</u>	<u>-</u>
Fund Balance	<u>9,134,779</u>	<u>8,363,023</u>	<u>7,726,464</u>	<u>5,177,126</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 21,592,662</u></b>	<b><u>\$ 17,478,489</u></b>	<b><u>\$ 16,439,102</u></b>	<b><u>\$ 13,269,532</u></b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 BMA Water Fund – BMA Water Operating – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
52210 FINANCIAL SERVICES	\$ 2,000	\$ 5,000	\$ 4,000	\$ 5,000	\$ 5,000	\$ 5,000
52910 DEBT SERVICE - INTEREST	1,650,088	1,700,000	1,693,410	1,630,289	1,630,289	1,630,289
52911 DEBT SERVICE - PRINCIPAL	1,542,704	1,750,000	1,723,135	1,907,227	1,907,227	1,907,227
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 3,194,792</b>	<b>\$ 3,455,000</b>	<b>\$ 3,420,545</b>	<b>\$ 3,542,516</b>	<b>\$ 3,542,516</b>	<b>\$ 3,542,516</b>
<b>TOTAL BUDGET</b>	<b>\$ 3,194,792</b>	<b>\$ 3,455,000</b>	<b>\$ 3,420,545</b>	<b>\$ 3,542,516</b>	<b>\$ 3,542,516</b>	<b>\$ 3,542,516</b>



**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 BMA Water Fund – BMA Construction – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
52210 FINANCIAL SERVICES	\$ 80,700	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 80,700</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>						
55940 MACHINERY & EQUIPMENT	\$ 3,427,408	\$ 330,000	\$ 221,351	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 3,427,408</b>	<b>\$ 330,000</b>	<b>\$ 221,351</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 3,508,108</b>	<b>\$ 330,000</b>	<b>\$ 221,351</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 BMA Water Fund – Transfers – Line Item Detail

<i>TRANSFERS OUT</i>	<i>2012-13 ACTUAL</i>	<i>2013-14 BUDGET</i>	<i>2014-15 ESTIMATE</i>	<i>2014-15 REQUEST</i>	<i>CITY MGR REC</i>	<i>2014-15 APPROVED</i>
59510 WATER OPERATING	\$ 6,893,287	\$ 7,620,080	\$ 7,620,080	\$ 8,573,088	\$ 7,723,568	\$ 7,723,568
<b>TOTAL TRANSFERS</b>	<u>\$ 6,893,287</u>	<u>\$ 7,620,080</u>	<u>\$ 7,620,080</u>	<u>\$ 8,573,088</u>	<u>\$ 7,723,568</u>	<u>\$ 7,723,568</u>
<b>TOTAL BUDGET</b>	<u>\$ 6,893,287</u>	<u>\$ 7,620,080</u>	<u>\$ 7,620,080</u>	<u>\$ 8,573,088</u>	<u>\$ 7,723,568</u>	<u>\$ 7,723,568</u>

**CITY OF BARTLESVILLE**

2014-15 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.

2014 Accomplishments: N/A

2015 Objectives: N/A

Budget Highlights: The major budgeted expenditure in this fund is for debt service payments.

**FUND 720 BMA - GENERAL  
DEPT 325 BMA STREET OPERATING**

<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 CITY MGR RECOMMENDS</b>	<b>2014-15 APPROVED BUDGET</b>
\$51,346	\$51,346	\$51,346	\$0	\$0

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 BMA General Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
BMA General Operating	\$ 51,346	\$ 51,346	\$ 51,346	\$ -
<b>Total Expenditures</b>	<b>\$ 51,346</b>	<b>\$ 51,346</b>	<b>\$ 51,346</b>	<b>\$ -</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 BUDGET</b>
Interest and Investment Income	\$ 15	\$ -	\$ -	\$ -
Transfer In:				
From CIP - Sales Tax	32,252	17,264	17,264	127
From CIP - Park and Recreation	-	30,588	30,588	-
From Neighborhood Park	18,431	3,489	3,489	-
Fund Balance	563	5	(122)	(127)
<b>Total Available for Appropriation</b>	<b>\$ 51,261</b>	<b>\$ 51,346</b>	<b>\$ 51,219</b>	<b>\$ -</b>

**CITY OF BARTLESVILLE**  
 2014-15 Operating Budget  
 BMA General Fund – BMA Street Operating – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 BUDGET</b>	<b>2013-14 ESTIMATE</b>	<b>2014-15 REQUEST</b>	<b>CITY MGR REC</b>	<b>2014-15 APPROVED</b>
52910 DEBT SERVICE - INTEREST	\$ 5,214	\$ 2,677	\$ 2,677	\$ -	\$ -	\$ -
52911 DEBT SERVICE - PRINCIPAL	46,132	48,669	48,669	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 51,346</b>	<b>\$ 51,346</b>	<b>\$ 51,346</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 51,346</b>	<b>\$ 51,346</b>	<b>\$ 51,346</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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# GLOSSARY



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# ***CITY OF BARTLESVILLE***

## 2014-15 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)

**BMA** – Bartlesville Municipal Authority

**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.

# ***CITY OF BARTLESVILLE***

## 2014-15 Operating Budget

### Glossary

(continued)

**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.

**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.

**CIP** – Capital Improvement Project

**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.

# ***CITY OF BARTLESVILLE***

## 2014-15 Operating Budget

### Glossary

(continued)

**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)

**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.

# ***CITY OF BARTLESVILLE***

## 2014-15 Operating Budget

### Glossary

(continued)

**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.

**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.

# ***CITY OF BARTLESVILLE***

## 2014-15 Operating Budget

### Glossary

(continued)

**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.

**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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