

***CITY OF BARTLESVILLE, OKLAHOMA  
2010-2011 BUDGET***



**Prepared by:**

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City Manager

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City Clerk/Treasurer/Finance  
Director

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Accountant

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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, 2009**

President

Executive Director

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# INTRODUCTION



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# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

### **CITY OFFICIALS**

#### **Ron Nikkel**

Mayor

Ward 1

*Term Expires: May 2011*



#### **Victory Holcomb**

Vice-Mayor

Ward 5

*Term Expires: May 2011*



#### **Mike McGrew**

Council Member

Ward 2

*Term Expires: May 2013*



#### **Tom Gorman**

Council Member

Ward 3

*Term Expires: May 2011*



#### **Erin Tullos**

Council Member

Ward 4

*Term Expires: May 2013*



# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

### **MISSION STATEMENT:**

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

#### ***EXCELLENT SERVICE***

quality product, timely – with available resources

#### ***TRUST***

faith in others to do their part

#### ***INTEGRITY***

ethics in action

#### ***PROACTIVE LEADERSHIP***

constantly creating higher standards

#### ***DEDICATION***

sense of ownership

#### ***TEAMWORK***

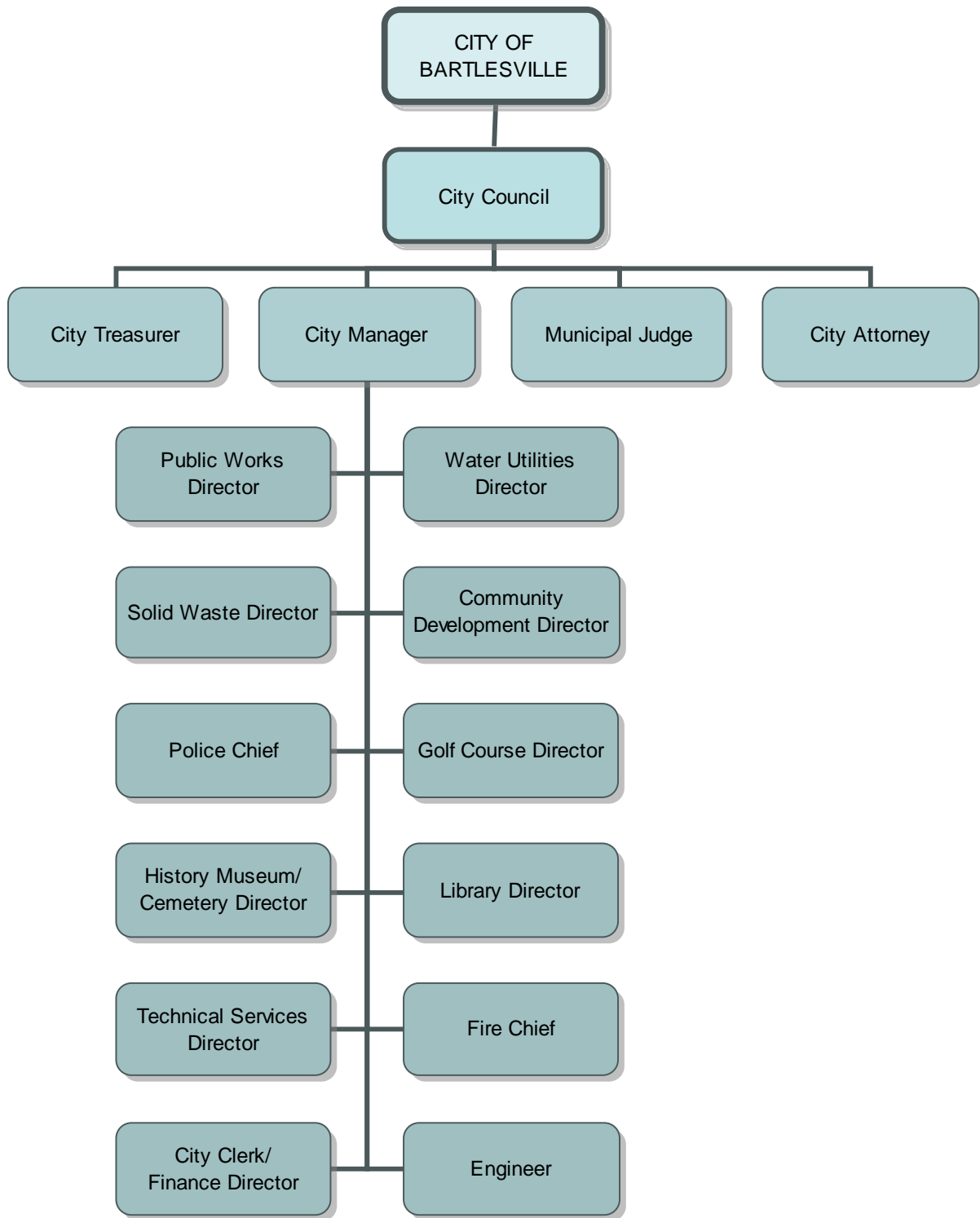
working together for positive results

### **MANAGEMENT STAFF:**

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

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget Organizational Chart**



# ***THE CITY OF BARTLESVILLE***

**Office of the City Manager**

401 SE Johnstone

Bartlesville, OK 74003

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May 14, 2010

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

Mayor Nikkel and Council Members:

It is my pleasure to present to you the budgets for the City of Bartlesville and the Bartlesville Municipal Authority for the fiscal year starting July 1, 2010 and ending June 30, 2011 (FY 2010-11). The review and adoption of the budget is, perhaps, one of the most important duties that the City Council performs. The budget is compiled, considered, and approved at this time every year because:

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

## **Introduction**

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

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

**Revenue**

As we are all aware, this trend of growth has dramatically reversed over the last eighteen months, and in light of this new trend, Staff has taken a conservative approach to projecting General Fund revenues. Staff believes that this approach is necessary because of our past revenue growth patterns and the continued uncertainty of our state's and nation's economic status. Staff's cautious approach to revenue prediction is evidenced by the fact that there is actually a 4.4% estimated decline in the General Fund revenues for FY 2010-11 from FY 2009-10. With next year's revenue growth predicted to fall below the current year's already depressed results, the funding levels for many departments have shrunk considerably. The FY 2009-10 budget as presented represents the amended budget for that fiscal year, which due to the proactive planning of Staff and Council, is already much reduced from the original FY 2009-10 budget.

In last year's budget (FY 2009-10), the City Council approved a budget with some wastewater utility fee increases. This was the second year that the City had implemented a phased rate increase for wastewater. The first phase in FY 2008-09 created a new "Wastewater Capital Improvement Fee" of \$0.75/thousand gallons of billable discharge. This fee was established to meet the growing demands from regulatory agencies. The second phase increased wastewater operating fees by 7% and increased the wastewater capital improvement fee by \$0.25/thousand gallons or 33%. Staff anticipated that further rate increases would be necessary, but in keeping with the philosophy of phasing rate increases over time to reduce the impact on the citizens, only implemented about half of what was necessary. In FY 2010-11, Staff is requesting that the third phase of these rate increases be implemented, which will consist of a 6% rate increase this fiscal year. Once again, Staff feels that additional rate increases will be necessary in FY 2011-12, but those increases should be smaller than what has been implemented in the last two years.

These rate increases are expected to increase the average citizen's utility bill by about \$0.93/month. However, these are also expected to generate almost \$195,000 in additional revenue annually. A summary of the impact of this proposed increase is presented below.

	<b>Average Residential</b>		<b>City of Bartlesville Revenues</b>	
	<b>Customer Expense</b>			
	<b>Monthly</b>	<b>Annually</b>	<b>Monthly</b>	<b>Annually</b>
Unit charge	\$ 0.77	\$ 9.24	\$ 13,945	\$ 167,343
Monthly billing charge	0.16	1.92	2,169	26,022
<b>Total</b>	<b>\$ 0.93</b>	<b>\$ 11.16</b>	<b>\$ 16,114</b>	<b>\$ 193,365</b>

**Budget Balancing Strategies**

The greatest challenges in compiling this year's budget revolved around the City's uncertain sales tax revenue collections for the next twelve months. The City went fifteen straight months without even a slight increase in sales tax collections, and then in May 2010, the City experienced a 4.7% increase over last year. This one single month's turn-around has given us some hope that our extended retail sales slump may be nearing an end, but it hasn't given us enough reason to alter our conservative revenue projections for next fiscal year.

These conservative revenue projections combined with the already sparse departmental budgets from fiscal year 2009-10 have created the difficult challenge of needing to reduce operating expenditures when there is little left to cut. This is especially true in light of the fact that the City's General Fund budget is comprised of 78% personnel related expenses. In fact, the City's two largest General Fund departments, Fire and Police, are comprised collectively of 92% personnel related expenses. These factors combined make it difficult to reduce budgets without adjustments to personnel.

Staff has made several modifications to our standard budget strategies in order to close the general fund gap while minimizing the impact on existing employees and city services.

- Continuation of hiring freeze in General Fund departments has resulted in personnel reductions without the use of layoffs
- Required use of "comp time" and strict enforcement of vacation expiration has resulted in a reduction of compensated absence reserves
- Continuation of FY 2009-10 budget reductions as new year's baseline
- Reduction of operating reserve from 7% of non-capital operating expenses to 2% of non-capital operating expenses

The application of reserve amounts to help balance the current year's budget was not done without great consideration and debate. In the end it was decided that these reserves were established in order to preserve the operations of the City in the event of a significant downturn in the City's revenue streams, and that we were experiencing just such an event. If we do not apply these reserves at this time, in these circumstances, then it begs the question, why were they established? Staff feels that not only are the use of these reserves justified, but that their use is crucial to the preservation of the City's services. Staff is still recommending that the reserves be retained at the 2% level, which Staff feels will be sufficient to prevent a moderate deviation from our expectations in fiscal year 2010-11 from disrupting essential City services.



Even after the application of the strategies listed above, the City's General Fund budget was still short by almost \$183,000. It is this amount that must be made up by modifications to personnel expenses that are described fully below in the Personnel Section of this letter.

**Personnel**

In last year's budget, the City was faced with the realization that our traditional defined benefit plan may eventually become unsustainable due to heavy investment losses and poor market conditions. This possibility led Staff to modify the City's standard retirement plan and to offer a defined contribution plan to future employees. Existing employees were offered the option of increasing their contributions from 3% to 6% and keeping their current plan, or they were allowed to switch to the new defined benefit plan and keep their 3% contribution rate. These changes helped to control the City's retirement costs for general employees, but there was still an overall increase of more than \$300,000 citywide.

In this new budget year (FY 2010-11), there has been a significant reduction in the employee base. Most of these reductions occurred in the General Fund. The overall impact was a reduction in full time equivalents (FTEs) by 11.238 this year, which results in a total personnel schedule of 347.343 FTEs for all positions. The City has not added any additional positions in this fiscal year, and the position reductions necessary to balance the budget have been accomplished through a retirement incentive in FY 2009-10, attrition, elimination of vacant positions, inter-fund transfers, and an extended hiring freeze. Staff feels that the City can continue to operate with minimal reductions in service even at these reduced employee levels. In many cases this will be accomplished through greater inter-departmental cooperation, increased automation, efficiency, and reduction of less essential service levels as necessary.

Mid-way through fiscal year 2009-10, Staff, with Council approval, implemented unpaid furlough days for most employees and implemented other types of personnel cost reduction strategies for "non-furloughable" emergency personnel. Council approved two furlough days for general employees, five furlough days for directors, incremental daily reductions for patrol officers, and reductions of insurance contributions for firemen.

The budget deficit described above has again led to the necessity of employee furloughs (or their equivalents), but due to the longer time frame to realize savings, Staff has implemented a plan that allows the employees' sacrifices to be spread over a longer period of time. Staff's plan calls for three employee furlough days and five director furlough days. Staff is also recommending a delayed start to the furloughs. This will allow Staff and the Council to further evaluate the state of the City's revenues in light of recent sales tax receipt improvements, and in the event of sufficient continued improvement, the furloughs could be eliminated all together.

The value of these furloughs has been included in the proposed budget, but as with last year, not all employee groups will be able to accomplish (or may choose to accomplish) the needed cost savings through furlough days. In these instances, the needed savings will be accomplished in some other manner through union negotiations, with management having only the ultimate authority of a layoff. However, Staff does not feel that drastic of a step will be necessary.

The savings generated by the furloughs that occur in other funds will be transferred to the General Fund in order to balance the budget. This will result in some transfers being higher than normal, and two charts have been included below to help identify the budgetary impact of these furloughs. The first chart shows the savings by employee group of three 8 hour furlough equivalents for employees and five 8 hour furlough equivalents for directors.

***SAVINGS BY EMPLOYEE GROUP***

	Furlough Hours Equivalent	Dollar Savings/8hr Furlough Equivalent	Total Dollar Savings
Directors	40	\$ 4,547	\$ 22,736
General Employees Union and Non-union	24	36,109	108,326
Police Union	24	10,548	31,645
Fire Union	24	8,593	25,780
Total		<u>\$ 59,798</u>	<u>\$ 188,487</u>

The second chart shows the savings by fund for the furlough equivalents mentioned above. These amounts will need to be transferred to the General Fund in addition to ordinary transfers in order to balance the General Fund Budget.

***SAVINGS BY FUND***

	Employees at 24 Hour Equivalent	Directors at 40 Hour Equivalent	Total Savings
General Fund	\$ 116,657	\$ 17,086	\$ 133,743
E-911 Fund	5,888	-	5,888
Wastewater Operating Fund	5,708	-	5,708
Water Operating Fund	18,451	2,398	20,849
Sanitation	16,497	1,860	18,357
Golf Course Fund	2,550	1,392	3,942
Total	<u>\$ 165,751</u>	<u>\$ 22,736</u>	<u>\$ 188,487</u>

**Initiatives**

Due to budget constraints, the City of Bartlesville has added very little in the way of new initiatives or programs since last year's (FY 2009-10) budget. However, there are a few significant items that the City is continuing to implement from prior year appropriations. The most important of these is the continued implementation of the City's automated poly-cart system.

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

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

Among the most significant are plans to upgrade the energy efficiency of City Hall with funds of more than \$500,000 from CIP – Sales Tax, 2005 G.O. Bond funds, and an Energy Efficiency Block Grant received through the ARRA program. This project is currently in the design phase and construction is expected to begin in the late fall.

The budget will allow for the completion of the City's extensive water system updates that were partially funded through ARRA grants and OWRB financing in fiscal year 2009-10. There are also plans to continue progress on the City's current ODEQ consent order which mandates improvements to our wastewater collection and treatment system. The next step in this process is Phase II of the wastewater collection system improvements, which was originally budgeted for \$1.1 million in 2009-10. This improvement is being funded ultimately through the City's Wastewater Capital Improvement Fee, but through the use of OWRB financing, the City should again be able to take advantage of approximately \$250,000 in federal funds as well.

As for major road projects, Silver Lake will once again be extended. This time from Frank Phillips Blvd to Tuxedo Blvd using 2007 G.O. Bond funds in the amount of \$2.4 million. Another major road project is the rehab of Madison Blvd between Nowata and Tuxedo. This project is estimated to cost \$1.1 million, and will be funded through the City's 2008A G.O. Bond proceeds. Also being funded from the 2008A G.O. Bond proceeds is the expansion and renovation of Grand Prairie Detention Pond. This project is estimated to cost \$1.4 million.

**Summary**

With this budget, we have attempted to meet the diverse needs of our population while planning for the reality of a recession that has impacted us for nearly two years. This year's budget has truly been the most challenging budget that I have been faced with in my time in municipal government, but I feel confident that through the application of multiple strategies, we have produced a budget that will carry the City through this most difficult of times. If the economic crisis for some reason worsens, then the City will be faced with the necessity of making more drastic service level reductions than are contained in this budget, but I do not feel that the current situation warrants such actions at this time.

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

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

Sincerely,

A handwritten signature in black ink, appearing to read 'Ed Gordon', with a stylized flourish at the end.

Ed Gordon  
City Manager

# COMMUNITY PROFILE



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**bartlesville**  
IT'S TIME FOR LIVING.

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



***CITY OF BARTLESVILLE***  
2010-11 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***  
2010-11 Operating Budget  
A Brief History of Bartlesville, Oklahoma  
(continued)

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

**Today...**

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

**Our Future...**

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

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget Miscellaneous Statistics**

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

Total	341
Non-union	224
Union	117

### **Economic Information:**

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

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

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

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

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

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

Number of hospitals	1
Number of licensed beds in hospital	309

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

### **Miscellaneous Statistics**

(continued)

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

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

#### **Culture and Recreation: <sup>1</sup>**

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

#### **Public Safety:**

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

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget Miscellaneous Statistics (continued)**

### **Major Employers: <sup>1</sup>**

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

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

<sup>2</sup> Source – 2000 US Census

# ***CITY OF BARTLESVILLE***

## **2010-11 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***

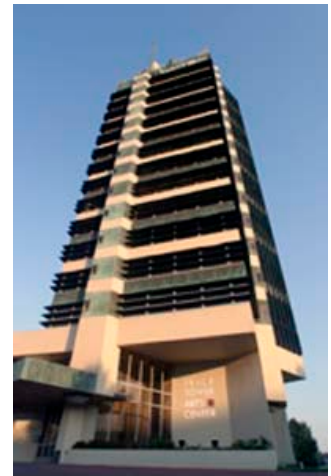
### 2010-11 Operating Budget Local Attractions



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***

## **2010-11 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***

### **2010-11 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***

### **2010-11 Operating Budget**

#### **Local Attractions**

(continued)

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



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

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

home of the only **Santa Fe engine 940 series** in existence, but it has now been relocated to the City's historic **Santa Fe Depot** at 2<sup>nd</sup> and Keeler. The 900-class/940 series were the first locomotives to burn fuel oil instead of coal and were synonymous with the Santa Fe engine.



Built by Vulcain, this Santa Fe engine, built in 1903, was originally a compound steam locomotive, and later converted to a simplified locomotive that could burn diesel. It has 2/10/2 wheels (2 pilot, 10 drivers and 2 trailing). Also to be seen at the park is the restored **Hulah Santa Fe Depot** (a #1 Santa Fe Depot), built in 1923. Both have been relocated to Johnstone Park as reminders of the important role each played in the development of the area.

## ***CITY OF BARTLESVILLE***

### **2010-11 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.



# ***CITY OF BARTLESVILLE***

## **2010-11 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.

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***

## **2010-11 Operating Budget**

### **Local Attractions**

(continued)

#### **The reformation...**

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



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

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





# BUDGET AND ACCOUNTING OVERVIEW



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# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget Financial Policies**

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

- Prepare an annual budget according to the "Budget Act" of the State of Oklahoma that is submitted to the Council for approval and made available to all citizens of the City of Bartlesville.
- Manage the City's cash flows to minimize the loss of investment revenues during short-term cash shortages.
- Provide for sound financial planning to maintain adequate reserves in all operating funds. Reserve levels are currently set at 2% of non-capital operating expenditures. This level represents a significant decrease from the 7% level of the 2009-2010 budget. This decline was necessary to meet the City's short term needs during this period of economic decline. However, this decrease does not change the City's goal of continuing to increase the reserve level by increments as conditions allow to reach a targeted reserve balance of 16% of non-capital expenditures.
- Maintain adequate financial records and documentation to provide for a cost effective audit and positive auditor's opinion.
- Maintain a sound financial condition through careful planning to obtain the highest possible bond rating. The City's bond rating was upgraded in fiscal year 2007-2008 to AA-, which is one of the highest bond ratings for a municipality in the State of Oklahoma.
- Provide necessary resources to maintain and replace capital assets and capital improvements.
- Monitor the budget to maintain necessary flexibility to meet the needs of the City as a whole.
- Maintain a balanced budget by paying for all current year operating expenses from current year revenues and/or available fund balance.
- Monitor all debt service reserves for compliance with the active debt covenants of the City.
- Maintain a positive cash balance in all operating funds at year end.
- The City of Bartlesville adopted the "Municipal Budget Act," a provision of State Statute located at §11-17-201 through §11-17-216.

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget Budget and Accounting Process**

### **THE BUDGET PROCESS**

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

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

### **BASIS OF PRESENTATION**

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

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



***CITY OF BARTLESVILLE***  
2010-11 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***  
2010-11 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***  
2010-11 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***

## **2010-11 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***

## **2010-11 Operating Budget**

### **Description of Funds**

(continued)

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

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

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

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

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

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

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

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

### **Description of Funds**

(continued)

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

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

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

#### Capital Projects Funds:

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

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

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

### **Description of Funds**

(continued)

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

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

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

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

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

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

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

# ***CITY OF BARTLESVILLE***

## **2010-11 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.

##### **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.



# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

### **Description of Funds**

(continued)

#### **FIDUCIARY FUND TYPES:**

##### **Expendable Trust Funds:**

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

#### **OTHER FUNDS AND COMPONENT UNITS**

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

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:

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

### **Description of Funds**

(continued)

#### **AGENCY FUNDS:**

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

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

#### **DISCRETELY PRESENTED COMPONENT UNITS:**

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

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

#### **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.

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

### **Description of Funds**

(continued)

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

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

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

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

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***

## **2010-11 Operating Budget Fund Structure Charts**

### General Fund:



# ***CITY OF BARTLESVILLE***

2010-11 Operating Budget

Fund Structure Charts

(continued)

## Special Revenue Funds:



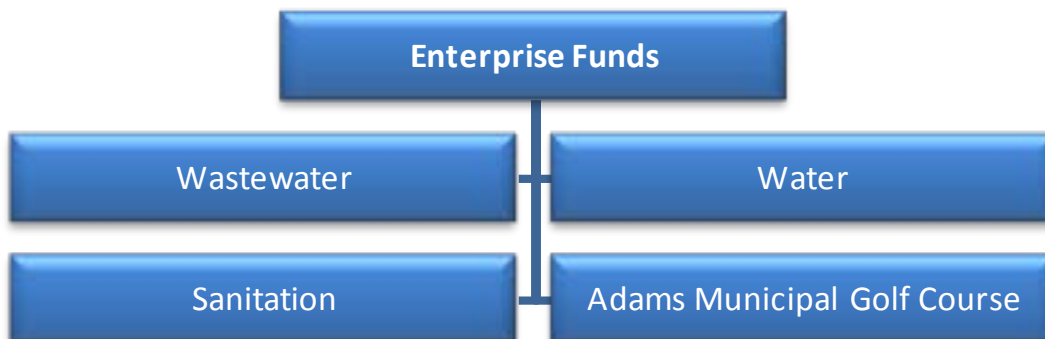
# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget Fund Structure Charts (continued)**

### Capital Project Funds:



### Enterprise Funds:



# ***CITY OF BARTLESVILLE***

2010-11 Operating Budget

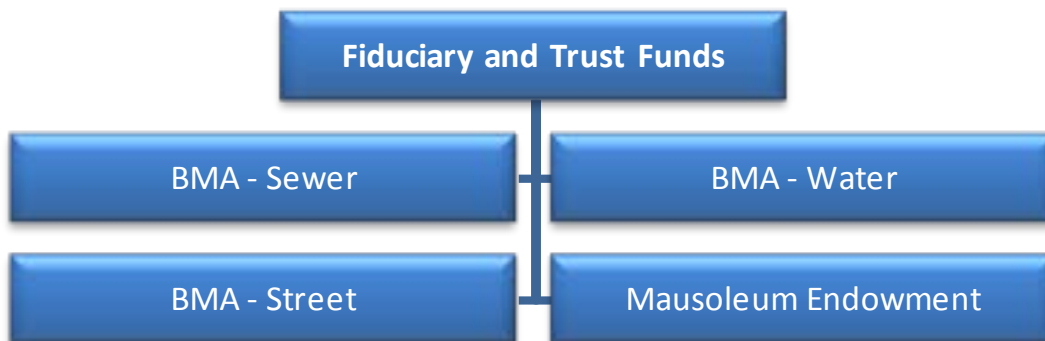
Fund Structure Charts

(continued)

## Internal Service Funds:



## Fiduciary and Trust Funds:



# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget Budget Calendar**

<b><u>TARGET DATE</u></b>	<b><u>ACTIVITY</u></b>
March 8	Distribute Budget Preparation Packets to Directors
March 8	Directors verify personnel and line estimates
March 8 - April 5	Directors prepare budget requests and submit to Finance Director
April 12 - April 16	Directors Budget Meetings with City Manager
May 19	Submit Proposed Budget to City Council
May 24 - May 25	City Council Consideration of Budget
May 26	Publish Budget Summary and Notice of Public Hearing (actual publish date will be Sunday, May 30)
June 7	Public Hearing on Budget as required by law
June 7	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***  
**2010-11 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 2004-05 to 2008-09 is presented below.

<b>REVENUE SOURCE</b>	<b>TOTAL</b>	<b>AVERAGE</b>	<b>AVERAGE %</b>
General Sales Tax	76,395,809	15,279,162	37.3%
Water Utility Fees	42,164,577	8,432,915	20.6%
Sanitation Utility Fees	18,724,630	3,744,926	9.1%
Wastewater Utility Fees	15,819,848	3,163,970	7.7%
Ad Valorem	13,622,659	2,724,532	6.6%
Fees (Other Than Utilities)	8,373,556	1,674,711	4.1%
Franchise Fees	8,262,448	1,652,490	4.0%
Investment Earnings	7,348,538	1,469,708	3.6%
Court Fines & Fees	3,900,124	780,025	1.9%
Hotel/Motel	2,030,811	406,162	1.0%
E911	1,907,088	381,418	0.9%
Licenses & Permits	1,347,331	269,466	0.7%
Donations	1,221,433	244,287	0.7%
County Motor Vehicle Tax	1,236,225	247,245	0.6%
Cigarette Tax	1,113,001	222,600	0.5%
Miscellaneous	703,116	140,623	0.3%
Fuel Tax	348,027	69,605	0.2%
State Alcohol Tax	424,544	84,909	0.2%
<b>TOTAL</b>	<b>204,943,765</b>	<b>40,988,754</b>	<b>100.0%</b>

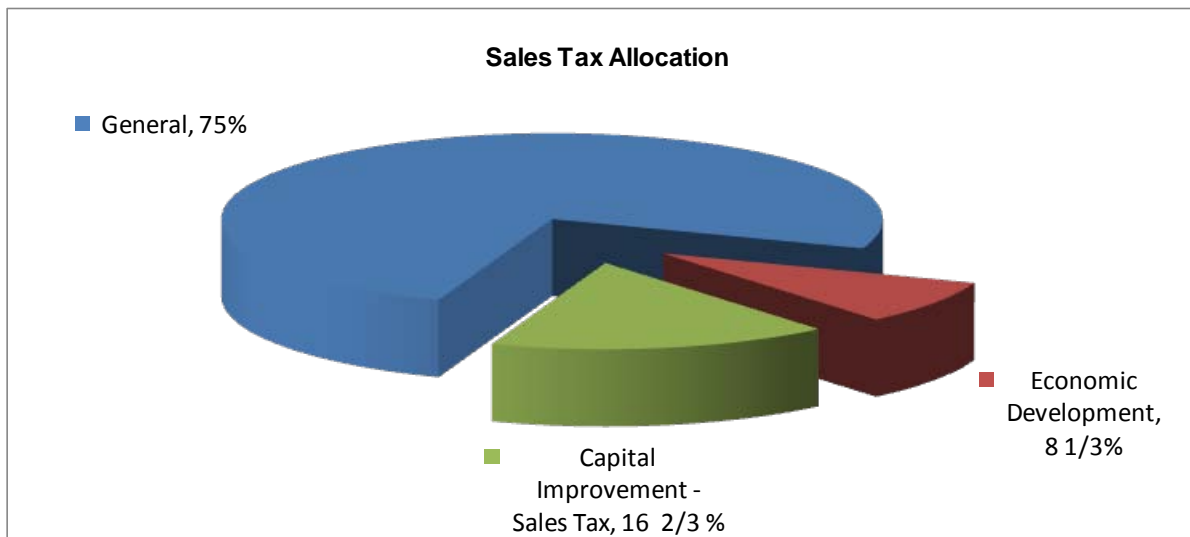
These revenue sources are used in conjunction with the residual fund equities to determine the amount available for operations. The top five revenue sources on average make up 81.3% of the total external recurring revenue used by the City to fund its operations. An analysis of these major sources of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

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Description of Major Revenue Sources  
(continued)

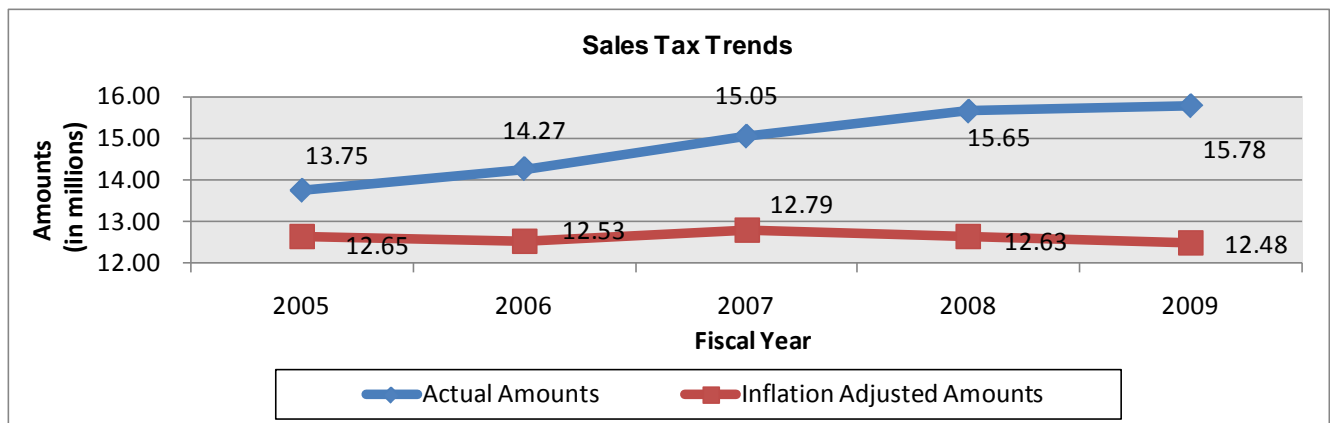
(All amounts in the following sections for the fiscal year 2009-10 consist of actual amounts as of March 31, 2010 projected to June 30, 2010.)

**SALES TAX**

The 3% municipal sales tax has been and continues to be Bartlesville's largest source of recurring revenue, accounting for, on average, 37.3% of the City's recurring external revenues. Sales taxes are divided between the General Fund (75%), Economic Development Fund (8⅓ %), and the Capital Improvements: Sales Tax Fund (16⅔ %).



Through the end of fiscal year 2008-09, sales tax receipts have continued to show a slight increase. Although, when adjusted for inflation, the amount of growth from 2008 to 2009 (the last non-estimated year) is actually a 1.1% decrease as opposed to the 0.8% growth indicated by the unadjusted amounts.



***CITY OF BARTLESVILLE***  
2010-11 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**

<b>Fiscal Year</b>	<b>Amount</b>	<b>Percent Increase</b>
2006	14,274,721	
2007	15,049,611	5.43%
2008	15,646,299	3.96%
2009	15,778,877	0.85%
2010	14,421,512	(8.60%)
<b>Total</b>	<b>75,171,020</b>	<b>1.64%</b>
<b>Average</b>	<b>15,034,204</b>	<b>0.41%</b>

The preceding trend analysis accounts solely for historic amounts and disregards current and anticipated economic factors that could significantly influence the amount of sales tax growth. It is the policy of the City of Bartlesville to examine historical trends, but to also weigh heavily the most recent factors. The most significant factor that is anticipated to affect sales tax revenues well into the foreseeable future is the continuing local retail sales decline that appears to be linked to the nation's slowly recovering economy.

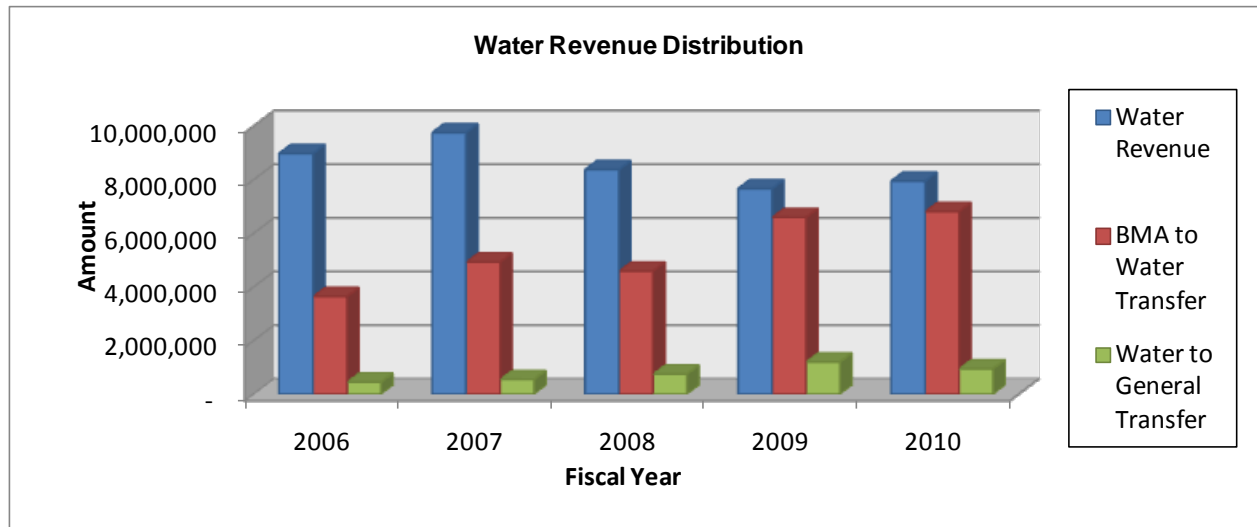
At this point last year, the large scale issues that presaged the current recession had not greatly affected our local economy. However, as was predicted last year, this is no longer the case. The City of Bartlesville has begun to feel the impact of the larger economic slowdown and has experienced several months of consistent sales tax declines. In keeping with the City's policy of conservative revenue projections, the calculated sales tax growth of 0.41% has been modified to reflect a 2.5% decrease, a level considered more realistic in relation to existing economic factors and the City's most recent sales tax revenue experiences.

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Description of Major Revenue Sources  
(continued)

After applying the estimated negative growth factor of 2.5% to the projected fiscal year 2009-2010 sales tax revenues, the amount of sales tax revenue to be budgeted for fiscal year 2010-2011 is \$14,249,124. This amount will be available to the following funds based on the percentages previously discussed. The General Fund will receive \$10,686,843, the Capital Improvement – Sales Tax Fund will receive \$2,374,895, and the Economic Development Fund will receive \$1,187,386.

**WATER UTILITY REVENUES**

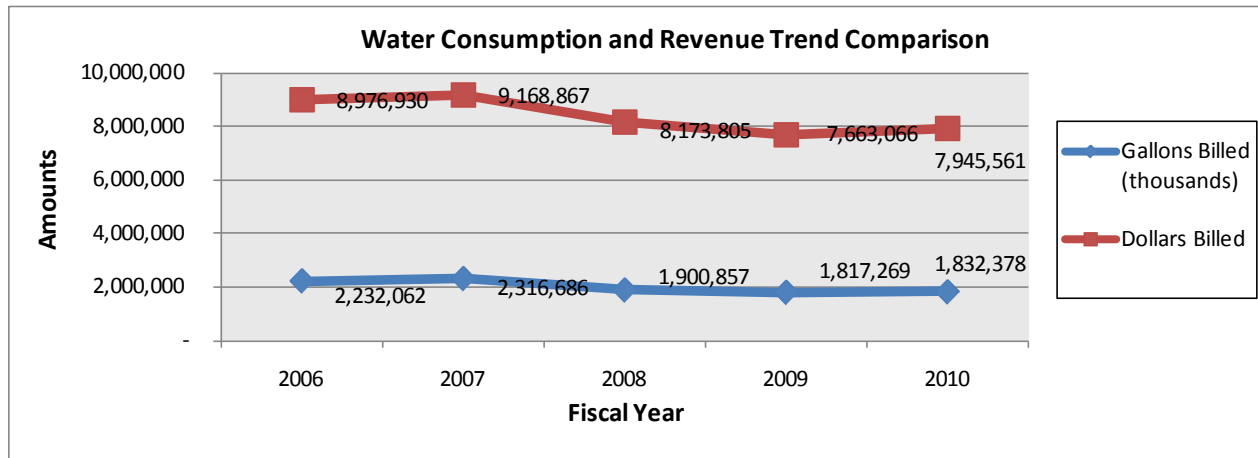
The revenues received from the City of Bartlesville's water utilities are the City's second largest source of revenue, accounting for, on average, 20.6% of all external recurring revenues. These revenues are pledged to provide debt service on a portion of the Bartlesville Municipal Authority's ("BMA") debt, and are therefore recorded initially in the BMA. This is still an important source of revenue to the City however, since the amount needed to fund the operations of the City's water utility is transferred back to the water utility fund. From there, the revenues are used to fund the operation, maintenance, and improvement of the City's water utility and also to provide operating transfers to the City's General Fund. The relationship between water revenues and operating transfers is shown below in graphic form.



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

***CITY OF BARTLESVILLE***  
**2010-11 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**

<b>Fiscal Year</b>	<b>Gallons Billed (thousands)</b>	<b>Percent Increase (Decrease)</b>	<b>Dollars Billed</b>	<b>Percent Increase (Decrease)</b>
2006	2,232,062		8,976,930	
2007	2,316,686	3.79%	9,168,867	2.14%
2008	1,900,857	(17.95%)	8,173,805	(10.85%)
2009	1,817,269	(4.40%)	7,663,066	(6.25%)
2010	1,832,378	0.83%	7,945,561	3.69%
<b>Total</b>	<b>10,099,252</b>	<b>(17.73%)</b>	<b>41,928,229</b>	<b>(11.27%)</b>
<b>Average</b>	<b>2,019,850</b>	<b>(4.43%)</b>	<b>8,385,646</b>	<b>(2.82%)</b>

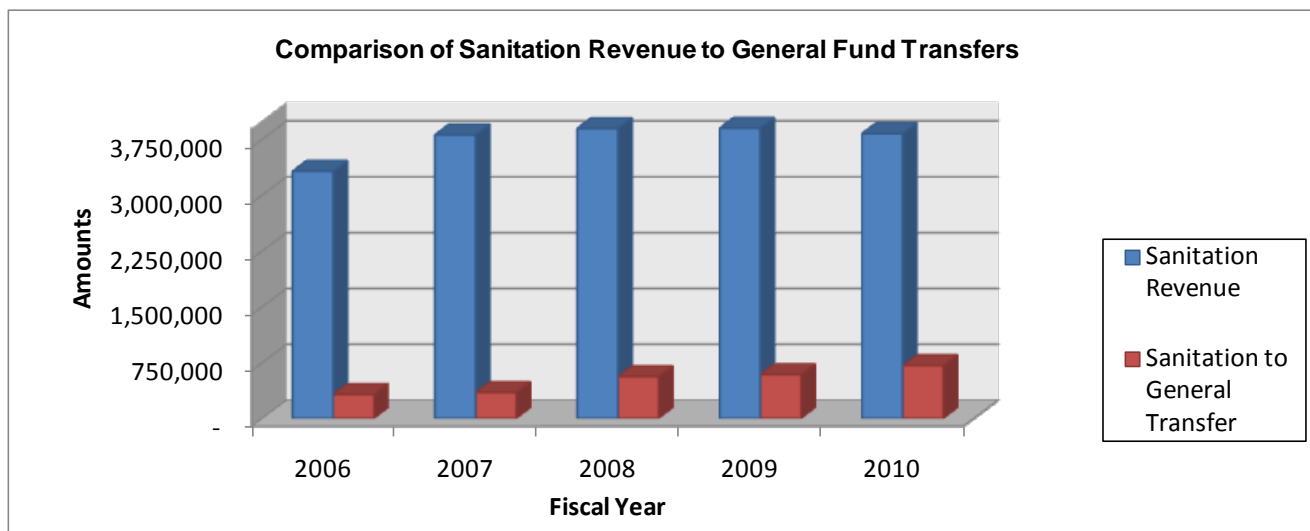
***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Description of Major Revenue Sources  
(continued)

The City of Bartlesville experienced a combination of events in the fiscal years 2007-08 and 2008-09 that negatively impacted the City's water customers' water usage. The two main factors were significant rain events in both fiscal years, some of which resulted in severe flooding during the City's highest water use periods, and a series of water treatment plant malfunctions that led to voluntary water use restrictions. As such, we consider the results from fiscal year 2007-08 and 2008-09 to be nearly the worst possible scenario. However, given the current short term trend of deepening declines, we have chosen to conservatively estimate water usage for fiscal year 2010-11 by modifying the trend indicated decrease of 2.82% to a decrease of 2.50% in usage.

The negative growth factor of 2.50% was applied to the projected 2009-10 fiscal year water usage to calculate the estimated revenue base of 1,786,568,550 gallons. This amount was multiplied by the current rate that will still be in effect as of July 1, 2010. The resulting amount of \$7,640,265 is the estimated water utility revenue for the City of Bartlesville.

**SANITATION UTILITY REVENUE**

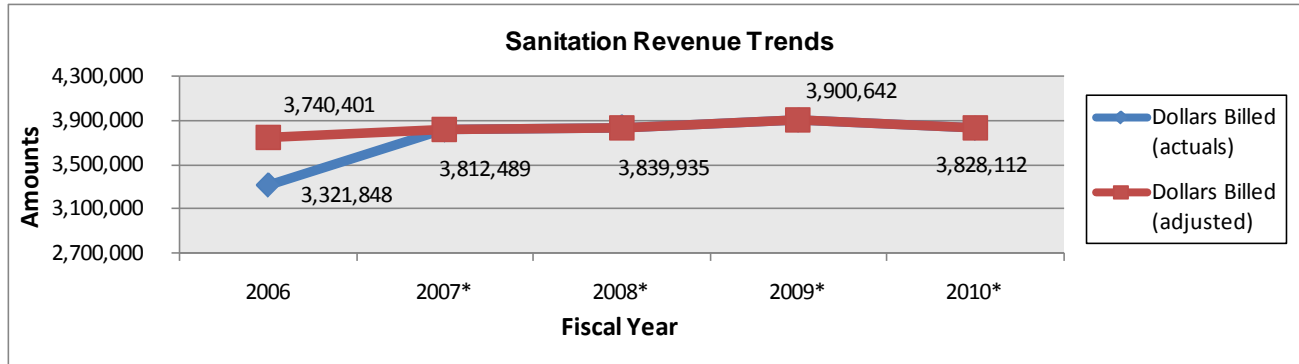
The City of Bartlesville also operates a sanitation utility for the purpose of collecting and disposing of solid waste. The fees derived from the sanitation utility are used to operate, maintain, and improve the sanitation utility and are also used to fund the City's General Fund with operating transfers. This source of revenue accounts for, on average, 9.1% of all external recurring revenues; which makes it the third largest source of revenue for the City.





**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**Description of Major Revenue Sources**  
(continued)

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



**Sanitation Utility Revenue Estimate**  
**Trend Analysis Method**

<b>Fiscal Year</b>	<b>Dollars Billed (actuals)</b>	<b>Percent Increase (Decrease)</b>	<b>Dollars Billed (adjusted)</b>	<b>Percent Increase (Decrease)</b>
2006	3,321,848		3,740,401	
2007*	3,812,489	14.77%	3,812,489	1.93%
2008*	3,839,935	0.72%	3,839,935	0.72%
2009*	3,900,642	1.58%	3,900,642	1.58%
2010*	3,828,112	(1.86%)	3,828,112	(1.86%)
<b>Total</b>	<b>18,703,026</b>	<b>15.21%</b>	<b>19,121,579</b>	<b>2.37%</b>
<b>Average</b>	<b>3,740,605</b>	<b>3.80%</b>	<b>3,824,316</b>	<b>0.59%</b>

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

The trend analysis performed above indicates that revenue growth in sanitation revenues has been relatively small until the 2005-06 and 2006-07 fiscal years. The growth in these two fiscal years can actually be attributed almost entirely to the rate increases. The amounts adjusted to assume that the rate increases have been in effect for the entire five year period show only moderate increases for these years. The resulting average decrease of 0.59% has been applied to the 2010-11 fiscal year sanitation revenues resulting in an estimate of \$3,849,549.

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Description of Major Revenue Sources  
(continued)

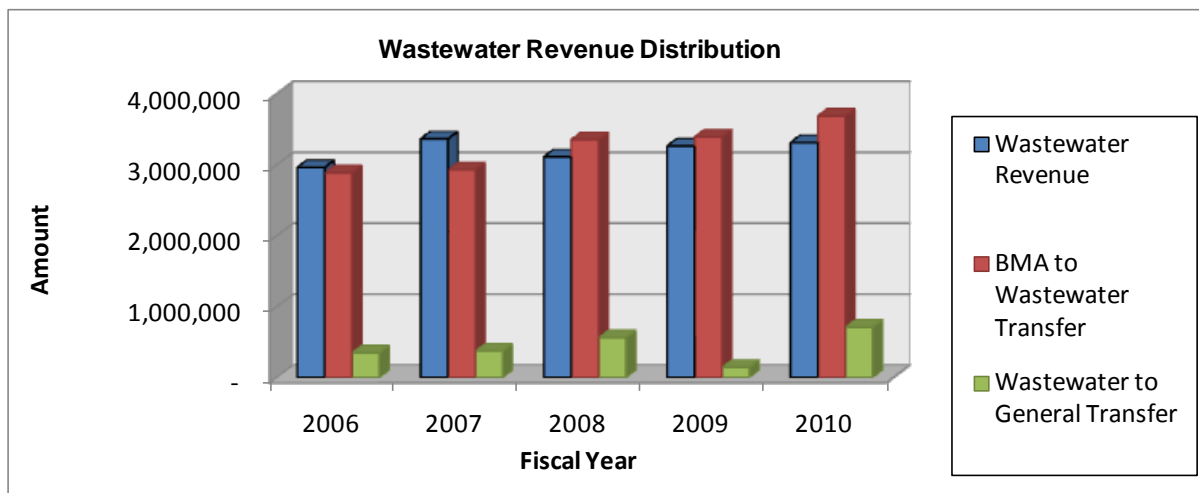
The only rate increases in sanitation rates during the period between fiscal years 2002-03 and 2006-07 occurred at the beginning of the 2005-06 and 2006-07 fiscal years. The rate increases were done in varying steps to the different billing classes. The rate increase resulted in an average increase of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

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

**WASTEWATER UTILITY REVENUES**

The revenues received from the City of Bartlesville's wastewater utilities are the City's fourth largest source of revenue, accounting for, on average, 7.7% 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.

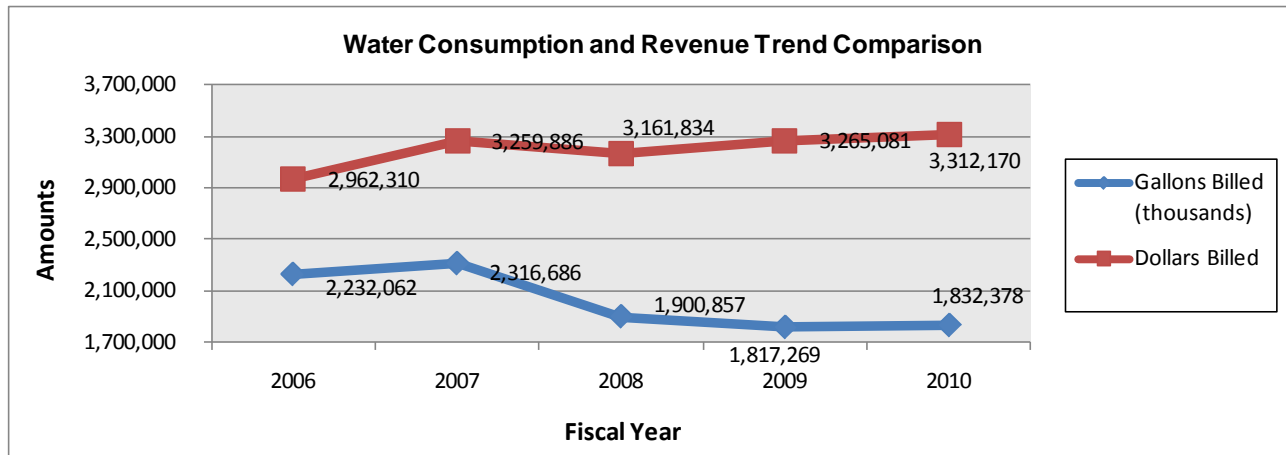
The amounts needed to fund the operations of the City's wastewater utility are transferred back to the City operated wastewater utility fund. From there, the revenues are used to fund the operation, maintenance, and improvement of the City's wastewater utility and also to provide operating transfers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



**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**Description of Major Revenue Sources**  
 (continued)

The City's wastewater utility rates have been changed several times between 2002-03 and 2009-10. There was a 6% rate increase on all sewer related rates that was imposed July 1, 2003 and a 10% increase in 2006-07. The City also implemented the first of a series of planned increases effective July 1, 2009. This increase was for an estimated 7%, and the City will continue the planned rate increases in FY 2010-11 with another 6% rate increase effective July 1, 2010 to offset the increased costs of operations and debt services.

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



**Sewer Utility Revenue Estimate**  
**Trend Analysis Method**

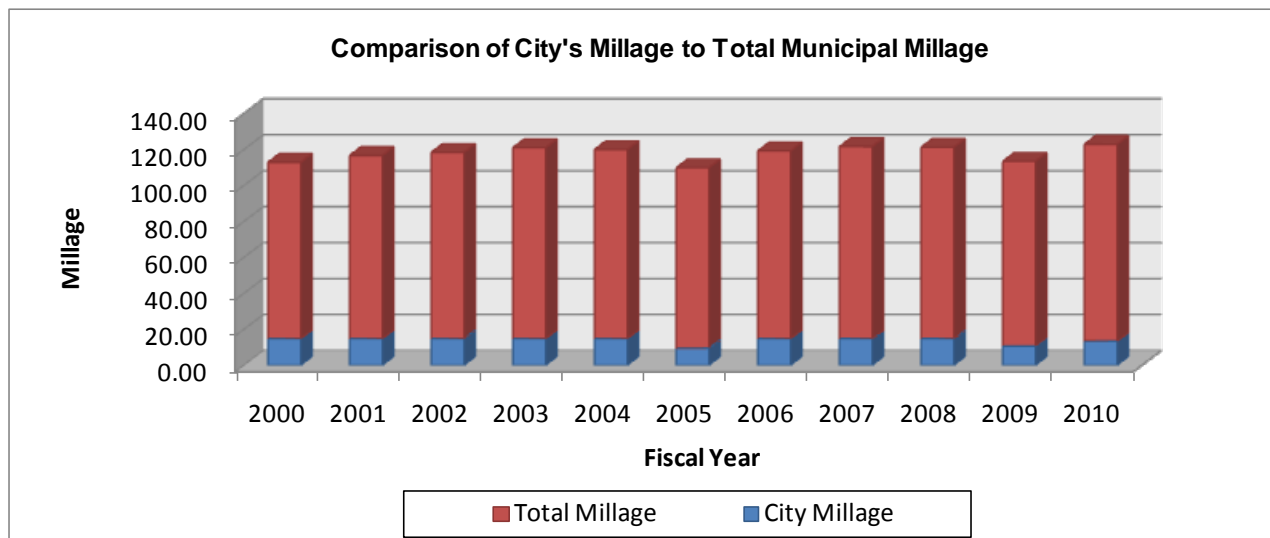
<b>Fiscal Year</b>	<b>Gallons Billed (thousands)</b>	<b>Percent Increase (Decrease)</b>	<b>Dollars Billed</b>	<b>Percent Increase (Decrease)</b>
2006	2,232,062		2,962,310	
2007	2,316,686	3.79%	3,259,886	10.05%
2008	1,900,857	(17.95%)	3,161,834	(3.01%)
2009	1,817,269	(4.40%)	3,265,081	3.27%
2010	1,832,378	0.83%	3,312,170	1.44%
<b>Total</b>	<b>10,099,252</b>	<b>(17.73%)</b>	<b>15,961,281</b>	<b>11.75%</b>
<b>Average</b>	<b>2,019,850</b>	<b>(4.43%)</b>	<b>3,192,256</b>	<b>2.94%</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Description of Major Revenue Sources  
(continued)

As discussed above, the City of Bartlesville experienced a significant downturn in billed water usage due to several factors. The same negative growth factor of 2% that was used for water revenues was applied to the wastewater usage. For the budget year 2.50% was applied to the projected 2009-10 fiscal year water usage to calculate the estimated revenue base of 1,786,568,550 gallons. This combined with a 6% rate increase result in the amount of \$3,422,729 is the estimated wastewater utility revenue for the City of Bartlesville.

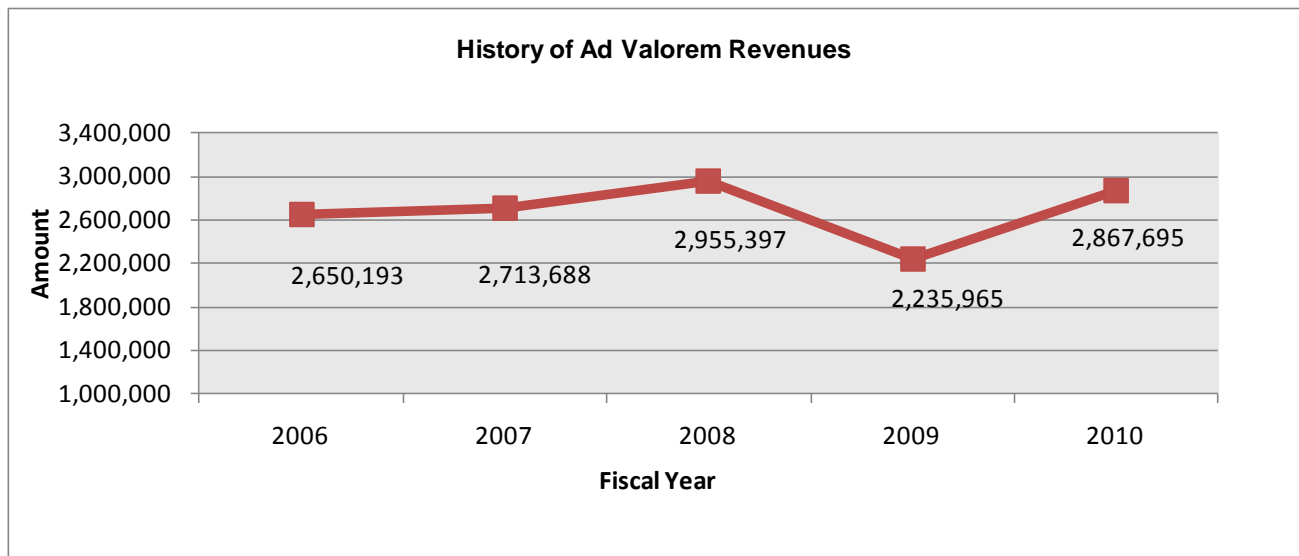
**AD VALOREM**

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



***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Description of Major Revenue Sources  
(continued)

As the above graphic illustrates, the City's share of total ad valorem taxes have been a very small portion of total ad valorem taxes for the citizens of the City of Bartlesville. However, even though small by comparison to the total ad valorem, the City's revenues from ad valorem taxes are still its fifth largest source of recurring revenue, accounting for, on average, 6.6% of total external recurring revenue.



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

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

***CITY OF BARTLESVILLE***  
2010-11 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 2010-11 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>
2009 Combined Purpose Bonds	-	133,999	133,999
2008B Combined Purpose Bonds	220,000	64,055	284,055
2008A Combined Purpose Bonds	440,000	110,140	550,140
2007 Combined Purpose Bonds	500,000	122,250	622,250
2005 Combined Purpose Bonds	500,000	89,750	589,750
2002 Combined Purpose Bonds	385,000	34,230	419,230
2001 Combined Purpose Bonds	330,000	19,425	349,425
Judgement	<u>250,000</u>	<u>-</u>	<u>250,000</u>
<b>Totals</b>	<b><u>2,625,000</u></b>	<b><u>573,849</u></b>	3,198,849
	Add: Financial Agent Fees		<u>2,250</u>
	<b>Balance to Levy</b>		<b><u>3,201,099</u></b>

# ***CITY OF BARTLESVILLE***

## 2010-11 Operating Budget All Funds Personnel Summary

<b><i>PERSONNEL COUNTS BY FUND &amp; DEPARTMENT</i></b>	<b><i>2008-09 ACTUAL FTEs</i></b>	<b><i>2009-10 BUDGETED FTEs</i></b>	<b><i>2009-10 ACTUAL FTEs</i></b>	<b><i>2010-11 BUDGETED FTEs</i></b>
General Fund:				
Administration	5.5	4.5	4.5	4.5
Accounting and Finance	15.75	15.75	15.75	15.75
Legal	2	2	2	2
Building and Neighborhood Service	11	11	10	10
Building Maintenance	8	8	8	8
Cemetery	1	1	1	1
Community Development	4	4	4	4
Engineering	9	9	9	9
Fleet Maintenance	5	5	5	4
Fire	70	71	71	68
Police	71	70	69	68
Street	13.5	12.5	12.5	11
Library	18.385	18.385	18.385	18.385
History Museum	4.47	4.696	3.958	3.958
Park and Recreation	13.75	13.75	13	11.25
Swimming Pools	NA	NA	NA	NA
<i>Total General Fund</i>	<b>252.355</b>	<b>250.581</b>	<b>247.093</b>	<b>238.843</b>
E-911 Fund:				
Emergency Dispatch	12	12	12	12
Special Library:				
Library	1	1	1	1
Special Museum:				
Museum	0	0	0	0.5
Memorial Stadium Operating Fund:				
Doenges Memorial Stadium	0.5	0.5	0.5	0.5
Wastewater Fund:				
Wastewater Maintenance	12	11	11	11
Water Fund:				
Water Plant	14	14	14	15
Water Administration	3	3	3	3
Water Distribution	23	23	20.75	23.5
<i>Total Water</i>	<b>40</b>	<b>40</b>	<b>37.75</b>	<b>41.5</b>
Sanitation Fund:				
Sanitation	38.5	38.5	38.5	39
Golf Course Fund:				
Municipal Golf Course	5	5	5	4
<b>Total Personnel</b>	<b>361.355</b>	<b>358.581</b>	<b>352.843</b>	<b>348.343</b>

As explained more fully in the City Manager's Letter earlier in this document, there were no additional positions added to this budget, but there were some transfers from one department or fund to another to help alleviate general fund expenses. The end result is a decrease of 11.738 FTEs from FY 2009-10 to FY 2010-11.

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**All Funds Capital Expenditures Summary**

<b><i>EXPENDITURES BY FUND &amp; DEPARTMENT</i></b>	<b><i>2010-11 BUDGETED CAPITAL EXPENDITURES</i></b>
Municipal Airport Fund:	
Airport	<b>1,456,542</b>
CIP - Sales Tax Fund:	
Building Maintenance	60,000
General Services	555,886
Community Development	264,381
Tech Services	28,000
Police	626,600
Storm Sewer	200,000
Street	2,390,000
Park and Recreation	1,135,000
CWWTP	140,000
<i>Total CIP - Sales Tax</i>	<b>5,399,867</b>
CIP - Park & Recreation Fund:	
Park and Recreation	<b>238,000</b>
CIP - Wastewater Regulatory Fund:	
Wastewater Maintenance	<b>1,425,000</b>
CDBG Fund:	
Park	<b>105,886</b>
2005 GO Bond Fund:	
General Services	296,772
Tech Services	100,616
<i>Total 2005 GO Bond</i>	<b>397,388</b>
2007 GO Bond Fund:	
Street	<b>840,781</b>
2008A GO Bond Fund:	
Storm Sewer	100,000
Street	1,100,000
<i>Total 2008A GO Bond</i>	<b>1,200,000</b>
2008B GO Bond Fund:	
Parks & Recreation	<b>19,330</b>
2009 GO Bond Fund:	
Street	<b>2,700,000</b>
Wastewater Fund:	
Chickasaw Wastewater Treatment Plant	205,000
Wastewater Maintenance	2,500
<i>Total Wastewater</i>	<b>207,500</b>
Water Fund:	
Water Plant	30,000
Water Distribution	283,326
<i>Total Water</i>	<b>313,326</b>
Sanitation Fund:	
Sanitation	<b>1,831,147</b>
BMA - Water Fund:	
BMA - Water Construction	<b>125,000</b>
	<b>\$ 16,259,767</b>



# **CITY OF BARTLESVILLE**

## **2010-11 Operating Budget**

### **All Funds Capital Expenditures Summary**

(continued)

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

<u>Fund</u>	<u>Dept</u>	<u>Title</u>	<u>Amount</u>	<u>Description</u>
2005 G.O. Bond Fund	General	City Hall Energy Efficiency Improvements	\$ 296,772	These funds will be used as matching funds for the Energy Efficiency Block Grant that the City expects to receive. They will be spent in accordance with the energy audit that the City has already performed on City Hall.
2005 G.O. Bond Fund	IT	City Wireless	\$ 100,616	These funds will complete the City's wireless network which can be used to link emergency service vehicles to the City's intranet through secure wireless technology.
2007 G.O. Bond Fund	Street	Silver Lake Road Extension	\$ 840,781	Silver Lake Road will be extended from Frank Phillips north to Tuxedo Boulevard. This extension should further alleviate some traffic congestion on Highway 75 between these two cross streets.
2008A G.O. Bond Fund	Street	Madison Blvd Rehab - Nowata to Tuxedo	\$ 1,100,000	This rehab will provide an overlay and other improvements to approximately 2.5 miles of a heavily traveled street.
2009 G.O. Bond Fund	Street	Woodland Road Rehab	\$ 400,000	Improvements to Woodland Road from Highway 75 to Silverlake Road.
2009 G.O. Bond Fund	Street	Frank Phillips Rehab	\$ 1,500,000	Improvements to Frank Phillips Boulevard from Highway 75 to Madison Ave.
2009 G.O. Bond Fund	Street	Nowata Rd Rehab	\$ 800,000	Improvements to Nowata Road from Highway 75 to Bison Road.
CIP - Sales Tax	General	City Hall Energy Efficiency Improvements	\$ 250,000	These funds will be used as matching funds for the Energy Efficiency Block Grant that the City expects to receive. They will be spent in accordance with the energy audit that the City has already performed on City Hall.
CIP - Sales Tax	General	Operation Yard Improvements	\$ 150,000	For the purchase of adjacent land (Bellco/APAC land and southern portion of Indian Coating), assessment of adjacent buildings and preparation of a development plan (professional services)
CIP - Sales Tax	Parks	Phase II Robinwood Park	\$ 550,000	Renovation of south fields, parking and Bathroom facility.
CIP - Sales Tax	Parks	Pathfinder Improvements	\$ 150,000	Overlay, widen and add leisure facilities to Pathfinder Trail System
CIP - Sales Tax	Parks	MJ Lee Lake Improvements	\$ 300,000	Various improvements to MJ Lee Lake. These funds will be used as matching funds for an Oklahoma Fish and Wildlife Grant that will be used to transform this lake into a true fishing lake.
CIP - Sales Tax	Police	Evidence Storage Building	\$ 250,000	This project has been on hold for several years pending a decision on the final disposition of the existing Police Station and will once again be carried over. In the event that the City elects to build a police station in another location, these funds will most likely be used in site acquisition, engineering, and design of the new facility.
CIP - Sales Tax	Police	Police Roof Replacement	\$ 140,000	This project has been on hold for several years pending a decision on the final disposition of the existing Police Station and will once again be carried over. In the event that the City elects to build a police station in another location, these funds will most likely be used in site acquisition, engineering, and design of the new facility.
CIP - Sales Tax	Police	Police Dept Vehicles	\$ 201,600	Patrol Cars

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**All Funds Capital Expenditures Summary**  
**(continued)**

<b>Fund</b>	<b>Dept</b>	<b>Title</b>	<b>Amount</b>	<b>Description</b>
CIP - Sales Tax	Storm Sewer	Hillcrest Heights Drainage-Phase II	\$ 150,000	Miscellaneous drainage improvements to the Hillcrest Heights area.
CIP - Sales Tax	Street	Lights/Landscape Dewey 2nd-4th	\$ 300,000	Install new street lights and replace landscaping on Dewey between 2nd and 4th in accordance with downtown masterplan.
CIP - Sales Tax	Street	Kane Hill Realignment	\$ 950,000	Realignment of the intersection of Price and Hillcrest.
CIP - Sales Tax	Street	Bison Rd Rehab	\$ 400,000	Local match with ODOT to widen Bison Rd between Adams and Tuxedo.
CIP - Sales Tax	Street	Cherokee Drive Resurfacing	\$ 167,500	Resurfacing of Cherokee between 20th and 14th
CIP - Sales Tax	Wastewater Plant	Chickasaw Wastewater Treatment Plant Renovations	\$ 140,000	This project will remediate mold in the existing facility and provide for renovation to help prevent a reoccurrence of these prior problems.
Wastewater Fund	Wastewater Plant	Final Floating Clarifier	\$ 135,000	The existing floating clarifier siphons are cracked and worn from 25 years of use and have been the focus of several comments during the ODEQ annual inspection. This cost is for parts only with staff performing installation.
Wastewater Regulatory Fund	Wastewater Maintenance	Wastewater Collection System Phase II	\$ 1,000,000	This project is for the engineering and construction of wastewater improvements related to the City's current consent order from the ODEQ.
Water Fund	Water Distr	Circle Mountain Water Line	\$ 283,326	Repair and replacement of Circle Mountain Water Lines.
Total			<b><u>\$ 10,555,595</u></b>	

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
All Funds Capital Expenditures Summary  
(continued)

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

**Polycart System**

The fully automated polycart system that the City intends to implement over the next 3 to 5 years will involve a significant investment in additional capital assets. The City will need to purchase an additional 8,000 to 10,000 polycarts and approximately six new auto-loading packer trucks. These trucks will also represent higher maintenance and repair expenses due to the complexity of the armature device. These expenditures are expected to be offset by decreased labor costs, lower worker's compensation claims, and a decrease in the total number of packer trucks necessary to collect all of the City's solid waste. The City recently engaged a firm to evaluate our sanitation rate structure and assist in scaling the size of our operations. The result was a series of recommendations that will be implemented during the course of the next fiscal year involving increasing commercial sanitation rates, restructuring residential rates to fit the new multi-sized cart system, and beginning the purchase of the equipment necessary to complete the transition.

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

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

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Debt Service Calculations and Information

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

**GENERAL OBLIGATION BONDS**

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

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

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

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

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

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

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

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

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

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Debt Service Calculations and Information  
(continued)

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

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

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

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

**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%.

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

<b>General Obligation Bonds Debt Service Requirements</b>			
<u><b>Fiscal Year</b></u>	<u><b>Principal</b></u>	<u><b>Interest</b></u>	<u><b>Total</b></u>
2011	2,375,000	573,849	2,948,849
2012	2,770,000	434,213	3,204,213
2013	1,990,000	346,417	2,336,417
2014	1,990,000	283,558	2,273,558
2015	1,990,000	220,085	2,210,085
2016	1,490,000	154,463	1,644,463
2017	1,490,000	106,215	1,596,215
2018	1,030,000	56,150	1,086,150
2019	240,000	21,356	261,356
2020	360,000	5,850	365,850
<b>Grand Total</b>	<u><b>15,725,000</b></u>	<u><b>2,202,156</b></u>	<u><b>17,927,156</b></u>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Debt Service Calculations and Information  
(continued)

**REVENUE BONDS**

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

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

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

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

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

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

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

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Debt Service Calculations and Information  
(continued)

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

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

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

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

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

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

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

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

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

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Debt Service Calculations and Information  
(continued)

**BMA Revenue Bonds  
Debt Service Requirements**

<b><u>Fiscal Year</u></b>	<b><u>Principal</u></b>	<b><u>Interest</u></b>	<b><u>Total</u></b>
2011	1,424,458	1,839,202	3,263,660
2012	1,621,858	1,720,017	3,341,875
2013	1,666,858	1,661,896	3,328,754
2014	1,716,858	1,602,030	3,318,888
2015	1,766,858	1,540,220	3,307,078
2016	1,456,858	1,479,885	2,936,743
2017	1,496,858	1,427,962	2,924,820
2018	1,384,458	1,317,472	2,701,930
2019	1,586,858	1,324,310	2,911,168
2020	1,631,858	1,267,303	2,899,161
2021	1,986,658	1,290,052	3,276,710
2022	1,731,858	1,137,654	2,869,512
2023	1,758,725	1,074,928	2,833,653
2024	1,783,725	1,009,999	2,793,724
2025	1,794,800	943,587	2,738,387
2026	1,849,800	874,872	2,724,672
2027	1,919,800	803,909	2,723,709
2028	1,944,800	746,338	2,691,138
2029	1,863,600	654,861	2,518,461
2030	1,805,000	584,252	2,389,252
2031	1,875,000	512,992	2,387,992
2032	1,950,000	438,995	2,388,995
2033	2,025,000	362,066	2,387,066
2034	2,105,000	282,107	2,387,107
2035	2,185,000	199,019	2,384,019
2036	2,275,000	112,706	2,387,706
2037	1,170,000	22,874	1,192,874
<b>Grand Total</b>	<b><u>47,777,546</u></b>	<b><u>26,231,508</u></b>	<b><u>74,009,054</u></b>



**CITY OF BARTLESVILLE**  
 2010-11 Operating Budget  
 Current and Prior Years' Revenue Summary by Fund Type

<b>FUND &amp; SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 APPROVED</b>
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**GENERAL FUND**

**General Fund:**

Sales Tax	\$11,834,158	\$11,079,917	\$10,960,865	\$10,686,843
Hotel-Motel Tax	223,727	214,600	205,717	206,700
Franchise Tax	1,718,721	1,629,978	1,459,738	1,463,300
Licenses & Permits	221,094	233,922	214,120	213,000
Intergovernmental	602,211	590,484	566,006	556,421
Charges for Services	350,684	434,290	429,812	411,326
Fines and Forfeits	767,322	716,878	760,733	764,600
Interest and Investment Income	136,821	117,951	120,833	120,800
Donations and Miscellaneous	239,712	182,059	152,407	114,700
Transfers In	1,940,163	2,374,640	2,374,640	2,488,660
<b>Total General Fund</b>	<b>\$18,034,613</b>	<b>\$17,574,719</b>	<b>\$17,244,871</b>	<b>\$17,026,350</b>

**SPECIAL REVENUE FUNDS**

**Economic Development Fund:**

Sales Tax	\$ 1,314,860	\$ 1,296,468	\$ 1,217,832	\$ 1,187,386
Hotel-Motel Tax	148,246	143,000	135,824	136,500
Cigarette Tax	17,970	17,650	16,572	16,158
Interest and Investment Income	85,397	26,040	32,784	29,430
Donations and Miscellaneous	15,000	-	-	-
<b>Total Economic Development</b>	<b>\$ 1,581,473</b>	<b>\$ 1,483,158</b>	<b>\$ 1,403,012</b>	<b>\$ 1,369,474</b>

**E-911 Fund:**

E-911 Service Tax	\$ 211,661	\$ 206,800	\$ 209,922	\$ 205,700
E-911 Wireless Fee	225,585	226,600	234,835	239,500
Charges for Services	2,200	2,400	2,475	2,400
Interest and Investment Income	4,735	1,290	576	150
Transfers In	-	157,635	157,635	212,908
<b>Total E-911</b>	<b>\$ 444,181</b>	<b>\$ 594,725</b>	<b>\$ 605,443</b>	<b>\$ 660,658</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Current and Prior Years' Revenue Summary by Fund Type  
(continued)

<b><i>FUND &amp; SOURCE</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 APPROVED</i></b>
<b>Special Library Fund:</b>				
Intergovernmental	\$ 29,023	\$ 35,000	\$ 33,339	\$ 25,500
Interest and Investment Income	10,641	8,100	6,871	6,120
Donations and Miscellaneous	68,664	30,000	32,237	14,770
Transfers In	58,773	38,000	38,000	40,000
Total Special Library	<u>\$ 167,101</u>	<u>\$ 111,100</u>	<u>\$ 110,447</u>	<u>\$ 86,390</u>
<b>Special Museum Fund:</b>				
Interest and Investment Income	\$ -	\$ -	\$ 255	\$ 200
Donations and Miscellaneous	752	-	5,559	-
Transfers In	-	31,500	31,500	42,516
Total Special Museum	<u>\$ 752</u>	<u>\$ 31,500</u>	<u>\$ 37,314</u>	<u>\$ 42,716</u>
<b>Municipal Airport Fund:</b>				
Intergovernmental	\$ 25,208	\$ -	\$ 3,491,683	\$ -
Interest and Investment Income	80,253	63,000	50,913	45,810
Donations and Miscellaneous	88,077	-	-	-
Total Municipal Airport	<u>\$ 193,538</u>	<u>\$ 63,000</u>	<u>\$ 3,542,596</u>	<u>\$ 45,810</u>
<b>Restricted Donations Fund:</b>				
Intergovernmental	\$ 209,208	\$ -	\$ -	\$ -
Interest and Investment Income	21,599	17,820	12,341	-
Donations and Miscellaneous	309,344	7,500	58,450	-
Total Restricted Donations	<u>\$ 330,943</u>	<u>\$ 25,320</u>	<u>\$ 70,791</u>	<u>\$ -</u>
<b>Golf Course Memorial Fund:</b>				
Charges for Services	\$ 21,296	\$ -	\$ -	\$ -
Interest and Investment Income	348	180	51	-
Donations and Miscellaneous	2,325	-	2,238	-
Total Golf Course Memorial	<u>\$ 23,969</u>	<u>\$ 180</u>	<u>\$ 2,289</u>	<u>\$ -</u>
<b>JAG Fund:</b>				
Intergovernmental	\$ -	\$ 68,954	\$ 68,954	\$ -
Interest and Investment Income	182	90	1,015	1,000
Total JAG	<u>\$ 182</u>	<u>\$ 69,044</u>	<u>\$ 69,969</u>	<u>\$ 1,000</u>
<b>Neighborhood Park Fund:</b>				
Interest and Investment Income	\$ 4,844	\$ 3,960	\$ 2,579	\$ 2,250
Donations and Miscellaneous	4,950	-	3,445	-
Total Neighborhood Park	<u>\$ 9,794</u>	<u>\$ 3,960</u>	<u>\$ 6,024</u>	<u>\$ 2,250</u>

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Current and Prior Years' Revenue Summary by Fund Type  
(continued)

<b>FUND &amp; SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 APPROVED</b>
<b>Cemetery Perpetual Care Fund:</b>				
Charges for Services	\$ 1,907	\$ 1,300	\$ 3,206	\$ 3,200
Interest and Investment Income	3,526	2,700	2,368	2,070
Donations and Miscellaneous	1,404	-	1,585	-
Total Cemetery Perpetual Care	<u>\$ 6,837</u>	<u>\$ 4,000</u>	<u>\$ 7,159</u>	<u>\$ 5,270</u>
<b>Memorial Stadium Fund:</b>				
Interest and Investment Income	\$ 3,055	\$ 2,250	\$ 2,255	\$ 1,980
Donations and Miscellaneous	47,472	27,300	25,975	24,900
Transfers In	59,992	-	-	-
Total Memorial Stadium	<u>\$ 110,519</u>	<u>\$ 29,550</u>	<u>\$ 28,230</u>	<u>\$ 26,880</u>
<b>GIS Fund:</b>				
Charges for Services	\$ 10	\$ -	\$ -	\$ -
Interest and Investment Income	40	-	-	-
Total GIS	<u>\$ 50</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Total Special Revenue Funds</b>	<b><u>\$ 2,869,339</u></b>	<b><u>\$ 2,415,537</u></b>	<b><u>\$ 5,883,274</u></b>	<b><u>\$ 2,240,448</u></b>
<b>DEBT SERVICE FUND</b>				
<b>Debt Service Fund:</b>				
Ad Valorem - Current Year	\$ 2,177,897	\$ 2,438,877	\$ 2,813,058	\$ 3,140,110
Ad Valorem - Prior Year	58,069	290,388	54,637	60,989
Transfers In	6,322	-	-	-
<b>Total Debt Service Fund</b>	<b><u>\$ 2,242,288</u></b>	<b><u>\$ 2,729,265</u></b>	<b><u>\$ 2,867,695</u></b>	<b><u>\$ 3,201,099</u></b>
<b>CAPITAL PROJECTS FUNDS</b>				
<b>CIP - Sales Tax Fund:</b>				
Sales Tax	\$ 2,629,859	\$ 2,563,116	\$ 2,435,790	\$ 2,374,895
Intergovernmental	35,941	235,404	33,145	251,910
Interest and Investment Income	102,293	86,130	74,927	67,410
Donations and Miscellaneous	1,734	-	6,852	-
Transfer In From BMA General	-	135,252	135,252	-
Total CIP - Sales Tax	<u>\$ 2,769,827</u>	<u>\$ 3,019,902</u>	<u>\$ 2,685,966</u>	<u>\$ 2,694,215</u>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Current and Prior Years' Revenue Summary by Fund Type**  
(continued)

<b><i>FUND &amp; SOURCE</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 APPROVED</i></b>
<b>CIP - Park &amp; Recreation Fund:</b>				
Intergovernmental	\$ 11,446	\$ 2,850	\$ 6,342	\$ 5,670
Total CIP - Park & Recreation	<u>\$ 11,446</u>	<u>\$ 2,850</u>	<u>\$ 6,342</u>	<u>\$ 5,670</u>
<b>CIP - Wastewater Fund:</b>				
Charges for Services	\$ 122,000	\$ -	\$ 42,017	\$ -
Interest and Investment Income	23,780	-	4,564	450
Total CIP - Wastewater	<u>\$ 145,780</u>	<u>\$ -</u>	<u>\$ 46,581</u>	<u>\$ 450</u>
<b>CIP - Wastewater Regulatory Fund:</b>				
Charges for Services	\$ 712,760	\$ 925,197	\$ 1,023,251	\$ 1,000,000
Interest and Investment Income	8,561	19,710	22,128	19,890
Total CIP - Wastewater	<u>\$ 721,321</u>	<u>\$ 944,907</u>	<u>\$ 1,045,379</u>	<u>\$ 1,019,890</u>
<b>CIP - Storm Sewer Fund:</b>				
Charges for Services	\$ 18,197	\$ -	\$ 17,891	\$ -
Interest and Investment Income	542	270	656	540
Total CIP - Storm Sewer	<u>\$ 18,739</u>	<u>\$ 270</u>	<u>\$ 18,547</u>	<u>\$ 540</u>
<b>CDBG Fund:</b>				
Intergovernmental	<u>\$ 85,910</u>	<u>\$ 184,566</u>	<u>\$ 184,566</u>	<u>\$ 105,886</u>
<b>2005 G.O. Bond Fund:</b>				
Interest and Investment Income	\$ 30,327	\$ 24,030	\$ 15,871	\$ 14,220
Transfers in	126,500	-	-	-
Total 2005 G.O. Bond Fund	<u>\$ 156,827</u>	<u>\$ 24,030</u>	<u>\$ 15,871</u>	<u>\$ 14,220</u>
<b>2007 G.O. Bond Fund:</b>				
Interest and Investment Income	<u>\$ 91,629</u>	<u>\$ 71,730</u>	<u>\$ 51,856</u>	<u>\$ 23,310</u>

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Current and Prior Years' Revenue Summary by Fund Type  
(continued)

<b>FUND &amp; SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 APPROVED</b>
<b>2008A G.O. Bond Fund:</b>				
Interest and Investment Income	\$ 138,972	\$ 117,990	\$ 86,957	\$ 39,105
<b>2008B G.O. Bond Fund:</b>				
Interest and Investment Income	\$ 63,162	\$ 5,000	\$ 10,521	\$ -
Donations and Miscellaneous	-	-	250	-
Proceeds from Issuance of Debt	2,000,391	-	-	-
Total 2008B G.O. Bond Fund	\$ 2,063,553	\$ 5,000	\$ 10,771	\$ -
<b>2009 G.O. Bond Fund:</b>				
Interest and Investment Income	\$ -	\$ -	\$ 31,689	\$ 28,440
Proceeds from Issuance of Debt	-	3,000,000	3,000,000	-
Total 2009 G.O. Bond Fund	\$ -	\$ 3,000,000	\$ 3,031,689	\$ 28,440
<b>Total Capital Project Funds</b>	<b>\$ 6,204,004</b>	<b>\$ 7,371,245</b>	<b>\$ 7,184,525</b>	<b>\$ 3,931,726</b>
<b>ENTERPRISE FUNDS</b>				
<b>Wastewater Operating Fund:</b>				
Interest and Investment Income	\$ 9,685	\$ 10,620	\$ 1,223	\$ 1,200
Donations and Miscellaneous	63,239	-	83,697	-
Transfers In	3,390,773	3,686,746	3,453,855	3,538,910
Total Wastewater Operating	\$ 3,463,697	\$ 3,697,366	\$ 3,538,775	\$ 3,540,110
<b>Water Operating Fund:</b>				
Interest and Investment Income	\$ 7,643	\$ 8,910	\$ 983	\$ 810
Donations and Miscellaneous	61,911	42,000	42,217	37,900
Transfers In	6,597,539	6,810,828	5,411,134	5,696,817
Total Water Operating	\$ 6,667,093	\$ 6,861,738	\$ 5,454,334	\$ 5,735,527
<b>Sanitation Operating Fund:</b>				
Charges for Services	\$ 3,900,642	\$ 3,925,440	\$ 3,828,112	\$ 3,849,549
Interest and Investment Income	46,431	35,370	35,767	32,130
Donations and Miscellaneous	8,644	8,400	9,247	9,200
Total Sanitation Operating	\$ 3,955,717	\$ 3,969,210	\$ 3,873,126	\$ 3,890,879

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Current and Prior Years' Revenue Summary by Fund Type  
(continued)

<b>FUND &amp; SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 APPROVED</b>
<b>Golf Course Operating Fund:</b>				
Charges for Services	\$ 348,553	\$ 363,500	\$ 359,446	\$ 361,400
Interest and Investment Income	3,210	1,890	2,972	2,610
Other Financing Sources	3,090	-	-	-
Transfers In	311,492	117,897	117,897	100,348
Total Golf Course Operating	<u>\$ 666,345</u>	<u>\$ 483,287</u>	<u>\$ 480,315</u>	<u>\$ 464,358</u>
<b>Total Enterprise Funds</b>	<b><u>\$14,752,852</u></b>	<b><u>\$15,011,601</u></b>	<b><u>\$13,346,550</u></b>	<b><u>\$13,630,874</u></b>

**INTERNAL SERVICE FUNDS**

**Worker's Compensation Fund:**

Interest and Investment Income	\$ 4,661	\$ 3,240	\$ -	\$ -
Donations and Miscellaneous	2,855	-	14,288	-
Contribution from Operate Dept.	277,597	417,428	417,428	239,538
Transfers In	47,019	-	-	-
Total Worker's Compensation	<u>\$ 332,132</u>	<u>\$ 420,668</u>	<u>\$ 431,716</u>	<u>\$ 239,538</u>

**Health Insurance Fund:**

Employee Contributions	\$ 320,113	\$ 365,460	\$ 340,000	\$ 340,000
Retiree Contributions	131,547	138,264	165,000	165,000
Interest and Investment Income	3,965	1,440	2,075	2,000
Reimbursement of Operations	2,130,214	1,892,160	1,892,160	1,894,213
Reimbursement by Contract	230,240	100,000	51,603	50,000
Total Health Insurance	<u>\$ 2,816,079</u>	<u>\$ 2,497,324</u>	<u>\$ 2,450,838</u>	<u>\$ 2,451,213</u>

<b>Total Internal Service Funds</b>	<b><u>\$ 3,148,211</u></b>	<b><u>\$ 2,917,992</u></b>	<b><u>\$ 2,882,554</u></b>	<b><u>\$ 2,690,751</u></b>
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**FIDUCIARY FUNDS**

**Mausoleum Trust Fund:**

Interest and Investment Income	\$ 631	\$ 180	\$ 499	\$ 360
<b>Total Mausoleum Trust</b>	<b><u>\$ 631</u></b>	<b><u>\$ 180</u></b>	<b><u>\$ 499</u></b>	<b><u>\$ 360</u></b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Current and Prior Years' Revenue Summary by Fund Type  
(continued)

<b><i>FUND &amp; SOURCE</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 APPROVED</i></b>
<b>BARTLESVILLE MUNICIPAL AUTHORITY</b>				
<b>BMA - Wastewater Fund:</b>				
Charges for Services	\$ 3,266,137	\$ 3,490,114	\$ 3,315,750	\$ 3,422,729
Interest and Investment Income	1,893	90	4,248	-
Donations and Miscellaneous	6,408	6,000	6,878	6,000
Total BMA - Wastewater	<u>\$ 3,274,438</u>	<u>\$ 3,496,204</u>	<u>\$ 3,326,876</u>	<u>\$ 3,428,729</u>
<b>BMA - Water Fund:</b>				
Charges for Services	\$ 7,663,066	\$ 7,451,438	\$ 7,945,561	\$ 7,640,264
Interest and Investment Income	335,854	249,570	194,529	194,500
Donations and Miscellaneous	7,162	7,000	10,322	7,600
Debt Obligation Proceeds	-	7,620,000	7,404,686	125,000
Total BMA - Water	<u>\$ 8,006,082</u>	<u>\$15,328,008</u>	<u>\$15,555,098</u>	<u>\$ 7,967,364</u>
<b>BMA - General Fund:</b>				
Interest and Investment Income	\$ 16,103	\$ -	\$ 13	\$ -
Transfers In	442,750	2,250	-	51,346
Total BMA - Street	<u>\$ 458,853</u>	<u>\$ 2,250</u>	<u>\$ 13</u>	<u>\$ 51,346</u>
<b>Total BMA Funds</b>	<b><u>\$11,739,373</u></b>	<b><u>\$18,826,462</u></b>	<b><u>\$18,881,987</u></b>	<b><u>\$11,447,439</u></b>
<b>TOTAL REVENUE ALL FUNDS</b>	<b><u>\$58,991,311</u></b>	<b><u>\$66,847,001</u></b>	<b><u>\$68,291,955</u></b>	<b><u>\$54,169,047</u></b>

# **CITY OF BARTLESVILLE**

## 2010-11 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 APPROVED</b>
<b>GENERAL FUND</b>				
<b>General Fund:</b>				
City Council	\$ 17,662	\$ 32,611	\$ 9,999	\$ 32,611
Administration	414,908	381,092	371,385	406,435
Accounting and Finance	1,023,638	1,189,415	1,166,278	1,211,698
Treasury	70,116	-	-	-
Legal	135,449	136,539	129,718	144,231
Building & Neighborhood Service	645,358	746,958	680,674	680,365
Building Maintenance	445,863	470,033	466,646	469,645
General Services	903,518	932,618	882,250	892,795
Cemetery	48,381	57,457	55,609	56,305
Community Development	380,594	424,250	422,850	400,214
Technical Services	137,830	97,822	81,790	47,200
Engineering	696,896	619,668	584,823	585,245
Fleet Maintenance	372,744	393,034	378,650	351,724
Fire	4,930,793	4,929,517	4,908,765	4,648,914
Police	4,667,567	4,641,212	4,640,814	4,397,920
Street	1,178,182	1,265,112	1,153,953	1,215,533
Library	1,098,639	1,097,739	1,081,623	1,105,157
History Museum	154,977	167,418	167,412	174,383
Park and Recreation	941,451	941,582	809,271	820,332
Swimming Pools	80,563	124,933	108,259	76,350
Transfers Out	371,484	275,532	275,532	313,256
Reserves	-	1,928,133	-	878,629
<b>Total General Fund</b>	<b>\$ 18,716,613</b>	<b>\$ 20,852,675</b>	<b>\$ 18,376,301</b>	<b>\$18,908,942</b>
<b>SPECIAL REVENUE FUNDS</b>				
<b>Economic Development Fund:</b>				
Economic Development	\$ 3,326,399	\$ 2,395,562	\$ 1,353,053	\$ 2,623,608
<b>E-911 Fund:</b>				
Emergency Dispatch	\$ 616,771	\$ 653,155	\$ 642,607	\$ 674,473
Reserves	-	15,101	-	10,275
<b>Total E-911 Fund</b>	<b>\$ 616,771</b>	<b>\$ 668,256</b>	<b>\$ 642,607</b>	<b>\$ 684,748</b>
<b>Special Library Fund:</b>				
Library	\$ 125,601	\$ 211,595	\$ 184,454	\$ 128,450
Reserves	-	-	-	723



***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Current and Prior Years' Expenditure Summary by Fund Type  
(continued)

<b><i>FUND &amp; DEPARTMENT</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 APPROVED</i></b>
<b>Special Museum Fund:</b>				
Museum	\$ -	\$ 31,500	\$ 18,000	\$ 40,200
<b>Municipal Airport Fund:</b>				
Airport	\$ 243,441	\$ 5,675,376	\$ 3,960,537	\$ 1,714,006
<b>Restricted Donations Fund:</b>				
General Services	\$ -	\$ 3,814	\$ -	\$ 5,427
Community Development	-	1,700	717	931
Fire	13,406	66,498	16,428	59,231
Police	140,368	156,868	85,822	107,469
Park and Recreation	1,500	47,114	7,843	45,191
Swimming Pools	5,975	334,360	334,360	1,138
Stadium	-	-	-	3,062
Transfers Out	-	52,193	52,193	-
Total Restricted Donations	\$ 161,249	\$ 662,547	\$ 497,363	\$ 222,449
<b>Golf Course Memorial Fund:</b>				
Municipal Golf Course	\$ 14,696	\$ 8,468	\$ 7,541	\$ 3,268
Transfers Out	6,322	-	-	-
Total Golf Course Memorial	\$ 21,018	\$ 8,468	\$ 7,541	\$ 3,268
<b>JAG Fund:</b>				
Police	\$ -	\$ 68,954	\$ 44,000	\$ 29,396
<b>Neighborhood Park Fund:</b>				
Park and Recreation	\$ 53,165	\$ 111,843	\$ 8,140	\$ 59,472
Transfer Out	-	-	-	51,346
Total Neighborhood Park	\$ 53,165	\$ 111,843	\$ 8,140	\$ 110,818
<b>Cemetery Perpetual Care Fund:</b>				
Cemetery	\$ 2,252	\$ 94,120	\$ 5,000	\$ 103,691
<b>Stadium Operating Fund:</b>				
Doenges Memorial Stadium	\$ 53,288	\$ 108,312	\$ 42,681	\$ 68,039
Reserves	-	-	-	128
Total Stadium Operating	\$ 53,288	\$ 108,312	\$ 42,681	\$ 68,167
<b>GIS Fund:</b>				
Tech Services	\$ 3,857	\$ -	\$ -	\$ -

# CITY OF BARTLESVILLE

## 2010-11 Operating Budget

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

(continued)

<b>FUND &amp; DEPARTMENT</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 APPROVED</b>
<b>DEBT SERVICE FUND</b>				
<b>Debt Service Fund:</b>				
Judgments	\$ 33,687	\$ 50,000	\$ -	\$ 250,000
2009 Combined Purpose Bonds	-	-	-	-
2001 Combined Purpose Bonds	450,715	435,316	435,316	419,530
2002 Combined Purpose Bonds	741,125	-	-	-
2003 Combined Purpose Bonds	621,900	606,150	606,150	590,150
2005 Combined Purpose Bonds	667,250	643,750	643,750	622,500
2007 Combined Purpose Bonds	131,665	571,290	571,290	550,390
2008A Combined Purpose Bonds	-	70,825	70,825	284,305
2008B Combined Purpose Bonds	-	-	-	134,499
<b>Total Debt Service Fund</b>	<b>\$ 3,020,322</b>	<b>\$ 2,739,266</b>	<b>\$ 2,689,266</b>	<b>\$ 3,201,099</b>
<b>CAPITAL PROJECTS FUNDS</b>				
<b>CIP - Sales Tax Fund:</b>				
Building Maintenance	\$ -	\$ 60,000	\$ -	\$ 60,000
General Services	-	400,500	29,000	555,886
Community Development	186,658	624,522	360,141	264,381
Tech Services	-	70,000	54,050	28,000
Police	227,379	542,600	-	626,600
Storm Sewer	188,477	392,000	90,750	200,000
Street	1,402,613	1,639,882	808,521	2,390,000
Library	-	154,000	150,000	-
Park and Recreation	245,014	1,194,210	528,312	1,135,000
Swimming Pools	200,646	35,990	1,115	-
Municipal Golf Course	9,800	77,700	77,868	-
CWWTP	8,318	140,000	99,714	140,000
Water Plant	-	99,714	-	-
Water Distribution	3,843	-	-	-
Sanitation	184,973	-	-	-
Unallocated	136,132	294,084	-	362,591
Transfers Out	442,750	-	-	-
<b>Total CIP - Sales Tax</b>	<b>\$ 3,236,603</b>	<b>\$ 5,725,202</b>	<b>\$ 2,199,471</b>	<b>\$ 5,762,458</b>
<b>CIP - Park &amp; Recreation Fund:</b>				
Park & Recreation	\$ 142,448	\$ 221,568	\$ 15,486	\$ 238,000
Unallocated	16,555	54,684	-	33,747
<b>Total CIP - Park &amp; Recreation</b>	<b>\$ 159,003</b>	<b>\$ 276,252</b>	<b>\$ 15,486</b>	<b>\$ 271,747</b>
<b>CIP - Wastewater Fund:</b>				
Wastewater Maintenance	\$ 246,631	\$ 577,677	\$ 577,677	\$ -
Unallocated	-	13,143	-	71,259

# ***CITY OF BARTLESVILLE***

## 2010-11 Operating Budget

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

<b><i>FUND &amp; DEPARTMENT</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 APPROVED</i></b>
<b>CIP - Wastewater Regulatory Fund:</b>				
CWWTP	\$ 163,905	\$ 82,693	\$ 82,693	\$ -
Wastewater Maintenance	-	1,235,759	309,737	1,425,000
Unallocated	-	175,328	-	805,255
Total CIP - Wastewater Regulatory	<u>\$ 163,905</u>	<u>\$ 1,493,780</u>	<u>\$ 392,430</u>	<u>\$ 2,230,255</u>
<b>CIP - Storm Sewer Fund:</b>				
Storm Sewer	\$ -	\$ 606	\$ 606	\$ -
Unallocated	-	19,448	-	44,721
Total CIP - Storm Sewer	<u>\$ -</u>	<u>\$ 20,054</u>	<u>\$ 606</u>	<u>\$ 44,721</u>
<b>CDBG Fund:</b>				
Community Development	\$ -	\$ 78,680	\$ 78,680	\$ -
Street	80,705	-	-	-
Park	-	105,886	105,886	105,886
Unallocated	96,084	-	-	-
Total CDBG	<u>\$ 176,789</u>	<u>\$ 184,566</u>	<u>\$ 184,566</u>	<u>\$ 105,886</u>
<b>2005 G.O Bond Fund</b>				
General Services	\$ 5,000	\$ 408,200	\$ 85,000	\$ 296,772
Tech Services	4,299	113,616	13,000	100,616
Street	4,836	-	-	-
Park and Recreation	-	28,460	28,460	-
Swimming Pools	87,077	117,080	117,080	-
Water Plant	-	126,500	126,500	-
Unallocated	-	53,380	-	-
Total 2005 G.O. Bond	<u>\$ 101,212</u>	<u>\$ 847,236</u>	<u>\$ 370,040</u>	<u>\$ 397,388</u>
<b>2007 G.O Bond Fund</b>				
Street	779,337	2,406,956	1,590,000	840,781
Unallocated	-	9,043	-	-
Total 2007 G.O. Bond	<u>\$ 779,337</u>	<u>\$ 2,415,999</u>	<u>\$ 1,590,000</u>	<u>\$ 840,781</u>
<b>2008A G.O Bond Fund</b>				
Storm Sewer	\$ 94,648	\$ 2,553,207	\$ 1,771,000	\$ 100,000
Street	292,523	1,100,000	7,500	1,100,000
Unallocated	-	202,126	-	849,327
Total 2008A G.O. Bond	<u>\$ 387,171</u>	<u>\$ 3,855,333</u>	<u>\$ 1,778,500</u>	<u>\$ 2,049,327</u>

# **CITY OF BARTLESVILLE**

## 2010-11 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 APPROVED</b>
<b>2008B G.O Bond Fund</b>				
General Services	\$ 46,552	\$ -	\$ -	\$ -
Parks & Recreation	598,317	1,410,124	1,410,124	19,330
Unallocated	-	-	-	-
Total 2008B G.O. Bond	<u>\$ 644,869</u>	<u>\$ 1,410,124</u>	<u>\$ 1,410,124</u>	<u>\$ 19,330</u>
<b>2009 G.O Bond Fund</b>				
General Services	\$ -	\$ 50,337	\$ 50,335	\$ -
Street	-	2,949,663	295,000	2,700,000
Unallocated	-	-	-	14,794
Total 2008B G.O. Bond	<u>\$ -</u>	<u>\$ 3,000,000</u>	<u>\$ 345,335</u>	<u>\$ 2,714,794</u>
<b>Total Capital Projects Funds</b>	<b>\$ 5,895,520</b>	<b>\$ 19,819,366</b>	<b>\$ 8,864,235</b>	<b>\$14,507,946</b>
<b>ENTERPRISE FUNDS</b>				
<b>Wastewater Operating Fund:</b>				
Wastewater Treatment Plant	\$ 2,334,007	\$ 2,302,180	\$ 2,227,787	\$ 2,121,512
Wastewater Maintenance	991,931	698,173	664,268	686,643
Transfers Out	144,784	711,042	711,042	738,082
Reserves	-	253,413	-	247,286
Total Wastewater Operating	<u>\$ 3,470,722</u>	<u>\$ 3,964,808</u>	<u>\$ 3,603,097</u>	<u>\$ 3,793,523</u>
<b>Water Operating Fund:</b>				
Water Plant	\$ 2,448,753	\$ 3,045,849	\$ 2,844,847	\$ 2,655,843
Water Administration	246,358	370,585	212,916	243,061
Water Distribution	2,592,645	1,561,076	1,448,515	1,701,310
Transfers Out	1,330,830	948,056	948,056	997,347
Reserves	-	483,904	-	418,795
Total Water Operating	<u>\$ 6,618,586</u>	<u>\$ 6,409,470</u>	<u>\$ 5,454,334</u>	<u>\$ 6,016,356</u>
<b>Sanitation Operating Fund:</b>				
Sanitation	\$ 2,954,280	\$ 3,875,036	\$ 2,879,832	\$ 4,810,256
Transfers Out	591,049	711,042	711,042	750,731
Reserves	-	376,546	-	392,978
Total Sanitation Operating	<u>\$ 3,545,329</u>	<u>\$ 4,962,624</u>	<u>\$ 3,590,874</u>	<u>\$ 5,953,965</u>
<b>Municipal Golf Course Fund:</b>				
Golf Course	\$ 591,019	\$ 566,929	\$ 512,749	\$ 520,768
Reserves	-	5,693	-	5,872
Total Municipal Golf Course	<u>\$ 591,019</u>	<u>\$ 572,622</u>	<u>\$ 512,749</u>	<u>\$ 526,640</u>

# **CITY OF BARTLESVILLE**

## 2010-11 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 APPROVED</b>
<b>INTERNAL SERVICE FUNDS</b>				
<b>Workers' Compensation Fund:</b>				
Work Comp Claims	\$ 450,829	\$ 404,250	\$ 358,335	\$ 250,000
Administration	60,965	\$ 65,175	80,594	25,000
Total Workers' Compensation	<u>\$ 511,794</u>	<u>\$ 469,425</u>	<u>\$ 438,929</u>	<u>\$ 275,000</u>
<b>Health Insurance Fund:</b>				
Medical Claims	\$ 2,442,011	\$ 2,250,000	\$ 1,904,197	\$ 2,200,000
Administration Fees	319,373	450,000	410,000	450,000
Total Health Insurance	<u>\$ 2,761,384</u>	<u>\$ 2,700,000</u>	<u>\$ 2,314,197</u>	<u>\$ 2,650,000</u>
<b>Total Internal Service Funds</b>	<b><u>\$ 3,273,178</u></b>	<b><u>\$ 3,169,425</u></b>	<b><u>\$ 2,753,126</u></b>	<b><u>\$ 2,925,000</u></b>
<b>FIDUCIARY FUNDS</b>				
<b>Mausoleum Trust Fund:</b>				
Mausoleum	<u>\$ 631</u>	<u>\$ 13,137</u>	<u>\$ 1,250</u>	<u>\$ 13,634</u>
<b>BARTLESVILLE MUNICIPAL AUTHORITY</b>				
<b>BMA - Wastewater Fund:</b>				
BMA Wastewater Operating	\$ 29,781	\$ 33,000	\$ 29,603	\$ 33,000
Transfers Out	3,390,773	3,686,746	3,453,855	3,538,910
Total BMA - Wastewater	<u>\$ 3,420,554</u>	<u>\$ 3,719,746</u>	<u>\$ 3,483,458</u>	<u>\$ 3,571,910</u>
<b>BMA - Water Fund:</b>				
BMA - Water Operating	\$ 3,737,690	\$ 2,875,000	\$ 2,981,450	\$ 3,255,000
BMA - Water Construction	-	7,744,585	6,735,024	125,000
Transfers Out	6,644,558	6,810,828	5,411,134	5,696,817
Total BMA - Water	<u>\$ 10,382,248</u>	<u>\$ 17,430,413</u>	<u>\$ 15,127,608</u>	<u>\$ 9,076,817</u>
<b>BMA - Street Fund:</b>				
BMA Street Operating	\$ 442,747	\$ 272,750	\$ 219,965	\$ 51,346
Total BMA - Street	<u>\$ 442,747</u>	<u>\$ 272,750</u>	<u>\$ 219,965</u>	<u>\$ 51,346</u>
<b>Total BMA Funds</b>	<b><u>\$ 14,245,549</u></b>	<b><u>\$ 21,422,909</u></b>	<b><u>\$ 18,831,031</u></b>	<b><u>\$12,700,073</u></b>

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Estimated Change in Fund Equity – All Funds

The City uses the term “fund balance” to represent the net beginning balance of resources and obligations available to be budgeted. The resources and obligations that the fund balance represents differs in each fund, but all of them are derived from the City’s budgetary basis of accounting. Using the definition of the City’s budget basis of accounting that was supplied earlier, fund balance could be comprised of cash, investments, inventory, trade accounts receivable, and accounts payable. An example of the General Fund’s fund balance as of July 1, 2009 is provided below.

**General Fund**  
**Budgetary Fund Balance Calculation**  
**As of July 1, 2009**

<b>Account Title</b>	<b>Balance</b>
Cash	(29,937,528)
Petty Cash	2,775
Investments	32,970,751
Accounts Receivable	16,640
Total Assets	<u>3,052,638</u>
 Vouchers Payable	 -
Sales Tax Payable	-
Cleet Payable	(13,106)
Deferred Revenue	(14,440)
Deposit Payable	(11,070)
Total Liabilities	<u>(38,616)</u>
 <b>Total Budgetary Fund Balance</b>	 <b><u>3,014,022</u></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 2010-11 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**  
2010-11 Operating Budget  
Estimated Change in Fund Equity – All Funds  
(continued)

<b>FUND</b>	<b>FUND BALANCE JULY 1, 2010</b>	<b>ADDITIONS</b>	<b>REDUCTIONS</b>	<b>FUND BALANCE JUNE 30, 2011</b>
<b>GENERAL FUND</b>				
General	\$ 1,882,592	\$ 17,026,350	\$ 18,030,313	\$ 878,629
<b>SPECIAL REVENUE FUNDS</b>				
Economic Development	\$ 1,254,134	\$ 1,369,474	\$ 2,623,608	\$ -
E-911	24,090	660,658	674,473	10,275
Special Library	233,924	86,390	128,450	191,864
Special Museum	20,066	42,716	40,200	22,582
Municipal Airport	1,668,196	45,810	1,714,006	-
Restricted Donations	222,449	-	222,449	-
Golf Course Memorial	3,268	-	3,268	-
JAG	28,396	1,000	29,396	-
Neighborhood Park	108,568	2,250	110,818	-
Cemetery Perpetual Care	98,691	5,270	103,691	270
Stadium Operating	88,688	26,880	68,167	47,401
Special Revenue Funds	\$ 3,750,470	\$ 2,240,448	\$ 5,718,526	\$ 272,392
<b>DEBT SERVICE FUND</b>				
Debt Service	\$ 2,137,085	\$ 3,201,099	\$ 3,201,099	\$ 2,137,085
<b>CAPITAL PROJECTS FUNDS</b>				
CIP - Sales Tax	\$ 3,068,243	\$ 2,694,215	\$ 5,762,458	\$ -
CIP - Park & Recreation	266,077	5,670	271,747	-
CIP - Wastewater	70,809	450	71,259	-
CIP - Wastewater Reg	1,210,365	1,019,890	2,230,255	-
CIP - Storm Sewer	44,181	540	44,721	-
2005 GO Bond	383,168	14,220	397,388	-
2007 GO Bond	817,471	23,310	840,781	-
2008A GO Bond	2,010,222	39,105	2,049,327	-
2008B GO Bond	19,330	-	19,330	-
2009 GO Bond	2,686,354	28,440	2,714,794	-
Capital Projects Funds	\$ 10,576,220	\$ 3,931,726	\$ 14,507,946	\$ -
<b>ENTERPRISE FUNDS</b>				
Wastewater Operating	\$ 253,413	\$ 3,540,110	\$ 3,546,237	\$ 247,286
Water Operating	280,829	5,735,527	5,597,561	418,795
Sanitation Operating	2,063,086	3,890,879	5,560,987	392,978
Municipal Golf Course	62,282	464,358	520,768	5,872
Enterprise Funds	\$ 2,659,610	\$ 13,630,874	\$ 15,225,553	\$ 1,064,931

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Estimated Change in Fund Equity – All Funds  
(continued)

<b>FUND</b>	<b>FUND BALANCE JULY 1, 2009</b>	<b>ADDITIONS</b>	<b>REDUCTIONS</b>	<b>FUND BALANCE JUNE 30, 2010</b>
<b>INTERNAL SERVICE FUNDS</b>				
Workers' Compensation	\$ 35,462	\$ 239,538	\$ 275,000	\$ -
Health Insurance	198,787	2,451,213	2,650,000	-
Internal Service Funds	<u>\$ 234,249</u>	<u>\$ 2,690,751</u>	<u>\$ 2,925,000</u>	<u>\$ -</u>
<b>FIDUCIARY FUNDS</b>				
Mausoleum Trust	<u>\$ 13,274</u>	<u>\$ 360</u>	<u>\$ 13,634</u>	<u>\$ -</u>
<b>BARTLESVILLE MUNICIPAL AUTHORITY FUNDS</b>				
BMA - Wastewater	\$ 148,404	\$ 3,428,729	\$ 3,571,910	\$ 5,223
BMA - Water	9,099,768	7,967,364	9,076,817	7,990,315
BMA - General	-	51,346	51,346	-
BMA Funds	<u>\$ 9,248,172</u>	<u>\$ 11,447,439</u>	<u>\$ 12,700,073</u>	<u>\$ 7,995,538</u>
<b>All Funds Total</b>	<b><u>\$ 30,501,672</u></b>	<b><u>\$ 54,169,047</u></b>	<b><u>\$ 72,322,144</u></b>	<b><u>\$ 12,348,575</u></b>

**Significant Increases or Decreases**

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

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

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



***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Estimated Change in Fund Equity – All Funds  
(continued)

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

The General Fund has been the fund most affected by the recent economic crisis. This is due to the General Fund's high reliance on sales tax revenues, which are notoriously volatile during difficult economic times. As was explained in detail in the City Manager's letter earlier in this document, the City has cut expenses as low as is feasible without serious impact to city services, but this has still left the City with a short term deficit of revenues under expenditures. The City has used some of its reserve balances to cover the shortfall, which are actually a component of fund balance. This is what led to the reduction in the General Fund's fund balance. This one time planned use of fund balance can be absorbed in the current fiscal year without jeopardizing the City's financial stability. However, if the decline in sales tax revenues accelerates or continues past the next twelve months, then the City will be forced to consider more drastic reductions to service levels.

# ***CITY OF BARTLESVILLE***

## 2010-11 Operating Budget

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

<b><i>FUND &amp; DEPARTMENT</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2010-11 BUDGET</i></b>	<b><i>% INCREASE (DECREASE)</i></b>
<b>GENERAL FUND</b>			
<b>General Fund:</b>			
City Council			
Contractual Services	\$ 31,261	\$ 31,261	0.0%
Materials and Supplies	1,350	1,350	0.0%
City Council Total	<u>\$ 32,611</u>	<u>\$ 32,611</u>	<u>0.0%</u>
Administration			
Personnel Services	\$ 342,777	\$ 366,653	7.0%
Contractual Services	29,655	36,715	23.8%
Materials and Supplies	8,660	8,660	0.0%
Administration Total	<u>\$ 381,092</u>	<u>\$ 412,028</u>	<u>8.1%</u>
Accounting and Finance			
Personnel Services	\$ 824,445	\$ 865,698	5.0%
Contractual Services	351,120	345,455	-1.6%
Materials and Supplies	13,850	10,100	-27.1%
Accounting and Finance Total	<u>\$ 1,189,415</u>	<u>\$ 1,221,253</u>	<u>2.7%</u>
Legal			
Personnel Services	\$ 116,626	\$ 117,826	1.0%
Contractual Services	19,863	26,355	32.7%
Materials and Supplies	50	50	0.0%
Legal Total	<u>\$ 136,539</u>	<u>\$ 144,231</u>	<u>5.6%</u>
Building & Neighbor Service			
Personnel Services	\$ 551,678	\$ 529,413	-4.0%
Contractual Services	138,518	131,960	-4.7%
Materials and Supplies	56,762	24,300	-57.2%
Building & Neighbor Service Total	<u>\$ 746,958</u>	<u>\$ 685,673</u>	<u>-8.2%</u>
Building Maintenance			
Personnel Services	\$ 434,441	\$ 438,472	0.9%
Contractual Services	18,131	18,131	0.0%
Materials and Supplies	17,461	17,461	0.0%
Building Maintenance Total	<u>\$ 470,033</u>	<u>\$ 474,064</u>	<u>0.9%</u>

# ***CITY OF BARTLESVILLE***

## 2010-11 Operating Budget

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

<b><i>FUND &amp; DEPARTMENT</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2010-11 BUDGET</i></b>	<b><i>% INCREASE (DECREASE)</i></b>
General Services			
Contractual Services	\$ 876,341	\$ 852,295	-2.7%
Materials and Supplies	56,277	40,500	-28.0%
General Services Total	<u>\$ 932,618</u>	<u>\$ 892,795</u>	<u>-4.3%</u>
Cemetery			
Personnel Services	\$ 43,582	\$ 42,313	-2.9%
Contractual Services	9,500	8,675	-8.7%
Materials and Supplies	4,375	5,725	30.9%
Cemetery Total	<u>\$ 57,457</u>	<u>\$ 56,713</u>	<u>-1.3%</u>
Community Development			
Personnel Services	\$ 321,647	\$ 327,553	1.8%
Contractual Services	95,744	70,200	-26.7%
Materials and Supplies	6,859	6,900	0.6%
Community Development Total	<u>\$ 424,250</u>	<u>\$ 404,653</u>	<u>-4.6%</u>
Technical Services			
Contractual Services	\$ 64,400	\$ 46,700	-27.5%
Materials and Supplies	1,500	500	-66.7%
Capital Outlay	31,922	-	-100.0%
Technical Services Total	<u>\$ 97,822</u>	<u>\$ 47,200</u>	<u>-51.7%</u>
Engineering			
Personnel Services	\$ 587,141	\$ 563,519	-4.0%
Contractual Services	24,220	21,575	-10.9%
Materials and Supplies	8,307	7,250	-12.7%
Engineering Total	<u>\$ 619,668</u>	<u>\$ 592,344</u>	<u>-4.4%</u>
Fleet Maintenance			
Personnel Services	\$ 325,818	\$ 287,127	-11.9%
Contractual Services	25,653	25,653	0.0%
Materials and Supplies	41,563	41,563	0.0%
Fleet Maintenance Total	<u>\$ 393,034</u>	<u>\$ 354,343</u>	<u>-9.8%</u>
Fire			
Personnel Services	\$ 4,542,144	\$ 4,380,349	-3.6%
Contractual Services	258,239	127,895	-50.5%
Materials and Supplies	110,523	171,550	55.2%
Capital Outlay	18,611	-	-100.0%
Fire Total	<u>\$ 4,929,517</u>	<u>\$ 4,679,794</u>	<u>-5.1%</u>

# ***CITY OF BARTLESVILLE***

## 2010-11 Operating Budget

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

<b><i>FUND &amp; DEPARTMENT</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2010-11 BUDGET</i></b>	<b><i>% INCREASE (DECREASE)</i></b>
Police			
Personnel Services	\$ 4,176,652	\$ 3,987,638	-4.5%
Contractual Services	240,806	240,806	0.0%
Materials and Supplies	209,854	209,854	0.0%
Capital Outlay	13,900	-	-100.0%
Police Total	<u>\$ 4,641,212</u>	<u>\$ 4,438,298</u>	<u>-4.4%</u>
Street			
Personnel Services	\$ 647,023	\$ 603,188	-6.8%
Contractual Services	281,157	281,157	0.0%
Materials and Supplies	336,932	336,932	0.0%
Street Total	<u>\$ 1,265,112</u>	<u>\$ 1,221,277</u>	<u>-3.5%</u>
Library			
Personnel Services	\$ 826,835	\$ 867,971	5.0%
Contractual Services	150,625	138,325	-8.2%
Materials and Supplies	105,755	108,400	2.5%
Capital Outlay	14,524	-	-100.0%
Library Total	<u>\$ 1,097,739</u>	<u>\$ 1,114,696</u>	<u>1.5%</u>
History Museum			
Personnel Services	\$ 147,923	\$ 157,037	6.2%
Contractual Services	9,865	9,250	-6.2%
Materials and Supplies	9,630	9,700	0.7%
History Museum Total	<u>\$ 167,418</u>	<u>\$ 175,987</u>	<u>5.1%</u>
Park and Recreation			
Personnel Services	\$ 683,187	\$ 628,168	-8.1%
Contractual Services	102,540	95,822	-6.6%
Materials and Supplies	130,805	102,500	-21.6%
Capital Outlay	25,050	-	-100.0%
Park and Recreation Total	<u>\$ 941,582</u>	<u>\$ 826,490</u>	<u>-12.2%</u>
Swimming Pools			
Personnel Services	\$ 55,469	\$ 34,500	-37.8%
Contractual Services	23,148	12,000	-48.2%
Materials and Supplies	46,316	29,850	-35.6%
Swimming Pools Total	<u>\$ 124,933</u>	<u>\$ 76,350</u>	<u>-38.9%</u>

# **CITY OF BARTLESVILLE**

## 2010-11 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2009-10 BUDGET</b>	<b>2010-11 BUDGET</b>	<b>% INCREASE (DECREASE)</b>
Transfers Out			
To E-911 Fund	\$ 157,635	\$ 212,908	35.1%
To Adams Golf Course	117,897	100,348	-14.9%
Total Transfers Out	<u>\$ 275,532</u>	<u>\$ 313,256</u>	<u>13.7%</u>
Reserves			
Compensated Absences Reserve	\$ 525,241	\$ 484,326	-7.8%
Severance Reserve	25,000	25,000	0.0%
Operating Reserve	1,377,892	369,303	-73.2%
Total Reserves	<u>\$ 1,928,133</u>	<u>\$ 878,629</u>	<u>-54.4%</u>
<b>Total General Fund</b>	<b><u>\$ 20,852,675</u></b>	<b><u>\$ 19,042,685</u></b>	<b><u>-8.7%</u></b>
<b>ENTERPRISE FUNDS</b>			
<b>Wastewater Operating Fund:</b>			
Wastewater Treatment Plant			
Contractual Services	\$ 2,061,327	\$ 1,916,512	-7.0%
Materials and Supplies	-	-	N/A
Capital Outlay	240,853	205,000	-14.9%
Wastewater Treatment Plant Total	<u>\$ 2,302,180</u>	<u>\$ 2,121,512</u>	<u>-7.8%</u>
Wastewater Maintenance			
Personnel Services	\$ 571,018	\$ 579,420	1.5%
Contractual Services	44,625	38,066	-14.7%
Materials and Supplies	76,755	72,365	-5.7%
Capital Outlay	5,775	2,500	-56.7%
Wastewater Maintenance Total	<u>\$ 698,173</u>	<u>\$ 692,351</u>	<u>-0.8%</u>
Transfers Out			
To General	<u>\$ 711,042</u>	<u>\$ 738,082</u>	<u>3.8%</u>
Reserves			
Operating Reserve	\$ 238,000	\$ 233,712	-1.8%
Compensated Absences Reserve	15,413	13,574	-11.9%
Total Reserves	<u>\$ 253,413</u>	<u>\$ 247,286</u>	<u>-2.4%</u>
Total Wastewater Operating	<u>\$ 3,964,808</u>	<u>\$ 3,799,231</u>	<u>-4.2%</u>

# ***CITY OF BARTLESVILLE***

## 2010-11 Operating Budget

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

<b><i>FUND &amp; DEPARTMENT</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2010-11 BUDGET</i></b>	<b><i>% INCREASE (DECREASE)</i></b>
<b>Water Operating Fund:</b>			
Water Plant			
Personnel Services	\$ 715,797	\$ 765,301	6.9%
Contractual Services	1,023,740	960,052	-6.2%
Materials and Supplies	905,745	907,910	0.2%
Capital Outlay	400,567	30,000	-92.5%
Water Plant Total	<u>\$ 3,045,849</u>	<u>\$ 2,663,263</u>	<u>-12.6%</u>
Water Administration			
Personnel Services	\$ 196,786	\$ 220,826	12.2%
Contractual Services	19,762	19,912	0.8%
Materials and Supplies	5,350	5,700	6.5%
Capital Outlay	148,687	-	-100.0%
Water Administration Total	<u>\$ 370,585</u>	<u>\$ 246,438</u>	<u>-33.5%</u>
Water Distribution			
Personnel Services	\$ 1,203,766	\$ 1,096,616	-8.9%
Contractual Services	31,245	30,395	-2.7%
Materials and Supplies	306,625	301,025	-1.8%
Capital Outlay	19,440	283,326	1357.4%
Water Distribution Total	<u>\$ 1,561,076</u>	<u>\$ 1,711,362</u>	<u>9.6%</u>
Transfers Out			
To General	\$ 948,056	\$ 997,347	5.2%
Total Transfers Out	<u>\$ 948,056</u>	<u>\$ 997,347</u>	<u>5.2%</u>
Reserves			
Operating Reserve	\$ 429,650	\$ 369,896	-13.9%
Compensated Absences Reserve	54,254	48,899	-9.9%
Total Reserves	<u>\$ 483,904</u>	<u>\$ 418,795</u>	<u>-13.5%</u>
Total Water Operating	<u>\$ 6,409,470</u>	<u>\$ 6,037,205</u>	<u>-5.8%</u>
<b>Sanitation Operating Fund:</b>			
Sanitation			
Personnel Services	\$ 1,647,076	\$ 1,894,205	15.0%
Contractual Services	837,288	837,288	0.0%
Materials and Supplies	265,973	265,973	0.0%
Capital Outlay	1,124,699	1,831,147	62.8%
Sanitation Total	<u>\$ 3,875,036</u>	<u>\$ 4,828,613</u>	<u>24.6%</u>

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

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

<b><i>FUND &amp; DEPARTMENT</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2010-11 BUDGET</i></b>	<b><i>% INCREASE (DECREASE)</i></b>
Transfers Out			
To General	\$ 711,042	\$ 750,731	5.6%
Reserves			
Operating Reserve	\$ 319,487	\$ 335,686	5.1%
Compensated Absences Reserve	57,059	57,292	0.4%
Total Reserves	\$ 376,546	\$ 392,978	4.4%
Total Sanitation Operating	\$ 4,962,624	\$ 5,972,322	20.3%
<b>Municipal Golf Course Fund:</b>			
Golf Course			
Personnel Services	\$ 277,832	\$ 266,909	-3.9%
Contractual Services	165,707	142,702	-13.9%
Materials and Supplies	123,390	107,599	-12.8%
Golf Course Total	\$ 566,929	\$ 517,210	-8.8%
Reserves			
Compensated Absences Reserve	\$ 5,693	\$ 5,872	3.1%
Total Reserves	\$ 5,693	\$ 5,872	3.1%
Total Municipal Golf Course	\$ 572,622	\$ 523,082	-8.7%
<b>Total Enterprise Funds</b>	<b>\$ 15,909,524</b>	<b>\$ 16,331,840</b>	<b>2.7%</b>

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# GENERAL FUND

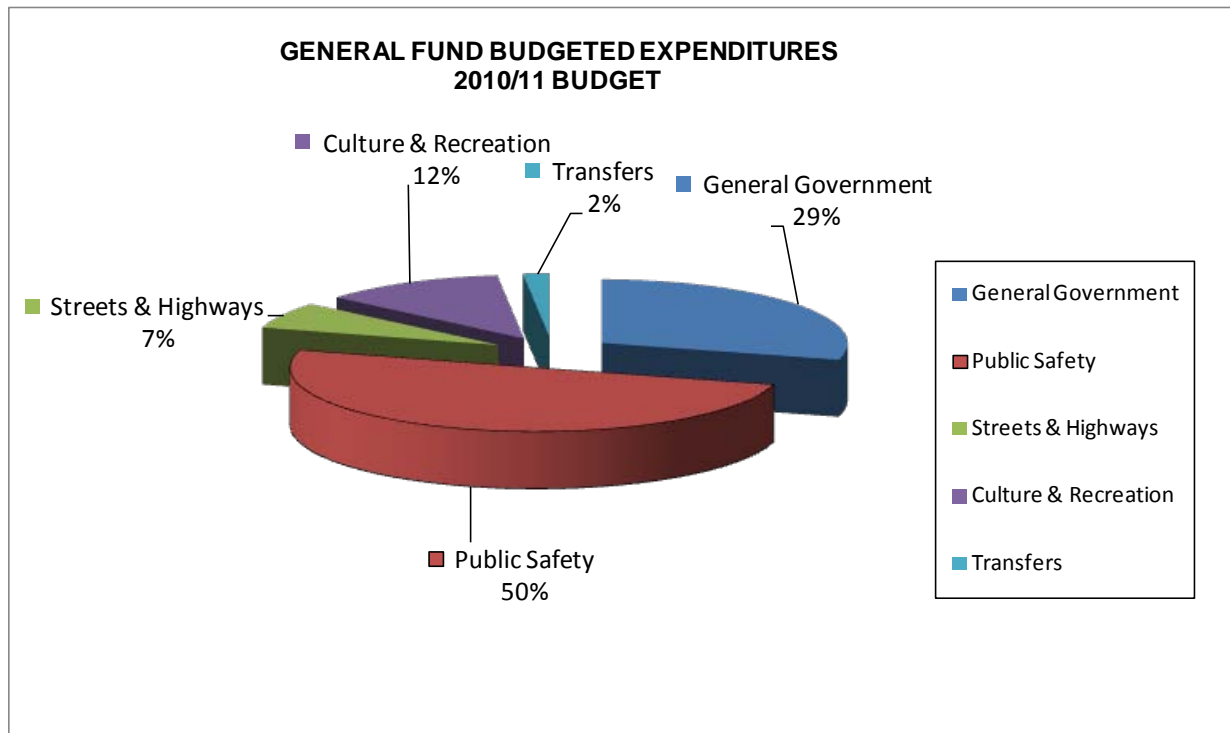
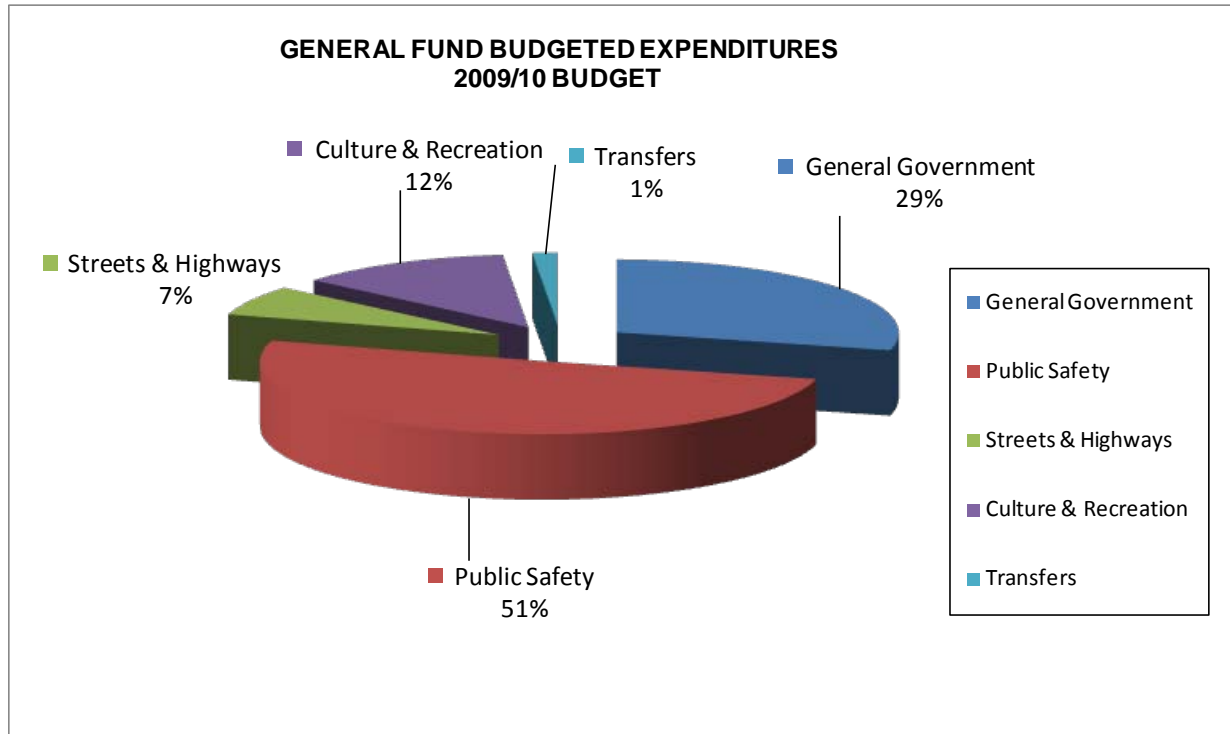


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# ***CITY OF BARTLESVILLE***

## 2010-11 Operating Budget

### General Fund – Expenditure Graphs



**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
General Fund – Expenditure Summary by Function

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>		<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>
City Council		\$ 17,662	\$ 32,611	\$ 9,999	\$ 32,611
Administration		414,908	381,092	371,385	406,435
Accounting and Finance		1,023,638	1,189,415	1,166,278	1,211,698
Treasury		70,116	-	-	-
Legal		135,449	136,539	129,718	144,231
Building and Neighborhood Services		645,358	746,958	680,674	680,365
Building Maintenance		445,863	470,033	466,646	469,645
General Services		903,518	932,618	882,250	892,795
Cemetery		48,381	57,457	55,609	56,305
Community Development		380,594	424,250	422,850	400,214
Technical Services		137,830	97,822	81,790	47,200
Engineering		696,896	619,668	584,823	585,245
Fleet Maintenance		372,744	393,034	378,650	351,724
Fire		4,930,793	4,929,517	4,908,765	4,648,914
Police		4,667,567	4,641,212	4,640,814	4,397,920
Street		1,178,182	1,265,112	1,153,953	1,215,533
Library		1,098,639	1,097,739	1,081,623	1,105,157
History Museum		154,977	167,418	167,412	174,383
Park and Recreation		941,451	941,582	809,271	820,332
Swimming Pools		80,563	124,933	108,259	76,350
Transfer Out:	To E-911 Fund	-	157,635	157,635	212,908
	To Doenges Memorial Stadium	59,992	-	-	-
	To Adams Golf Course	311,492	117,897	117,897	100,348
Reserves:	Compensated Absences Reserve	-	525,241	-	484,326
	Severance Reserve	-	25,000	-	25,000
	Operating Reserve	-	1,377,892	-	369,303
<b>Total Expenditures and Reserves</b>		<b>\$ 18,716,613</b>	<b>\$ 20,852,675</b>	<b>\$ 18,376,301</b>	<b>\$ 18,908,942</b>

**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**General Fund – Expenditure Summary by Line Item**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 10,208,486	\$ 10,247,657	\$ 10,150,134	\$ 9,802,195	\$ 9,668,452	\$ 9,668,452
51120 OVERTIME	479,939	470,549	477,904	473,800	473,800	473,800
51130 FICA	575,448	598,918	570,872	577,515	577,515	577,515
51140 GROUP INSURANCE	1,604,026	1,752,659	1,724,913	1,786,652	1,786,652	1,786,652
51150 DB RETIREMENT	570,240	537,960	519,523	701,070	701,070	701,070
51155 DC RETIREMENT	-	-	11,373	29,700	29,700	29,700
51160 PENSION	701,525	749,324	707,650	712,200	712,200	712,200
51170 WORKER'S COMPENSATION	161,647	270,321	270,278	114,293	114,293	114,293
51180 UNEMPLOYMENT COMP	4,151	-	6,675	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 14,305,462</b>	<b>\$ 14,627,388</b>	<b>\$ 14,439,322</b>	<b>\$ 14,197,425</b>	<b>\$ 14,063,682</b>	<b>\$ 14,063,682</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 307,625	\$ 322,509	\$ 321,079	\$ 305,586	\$ 305,586	\$ 305,586
52210 FINANCIAL SERVICES	75,623	117,000	102,396	104,220	104,220	104,220
52310 UTILITIES & COMMUNICATIONS	621,182	638,543	531,737	636,820	636,820	636,820
52410 PROFESSIONAL SERVICES	185,322	153,844	152,921	153,500	153,500	153,500
52510 OTHER SERVICES	623,673	649,733	577,167	593,110	593,110	593,110
52610 MAINT. & REPAIR SERVICE	190,000	225,438	198,065	234,719	234,719	234,719
52710 OPERATIONAL SERVICES	230,963	210,300	222,565	210,325	210,325	210,325
52810 INSURANCE & BONDS	294,368	302,350	284,022	281,950	281,950	281,950
52910 DEBT SERVICE - INTEREST	10,538	5,380	5,380	-	-	-
52911 DEBT SERVICE - PRINCIPAL	120,530	125,689	125,689	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 2,659,824</b>	<b>\$ 2,750,786</b>	<b>\$ 2,521,021</b>	<b>\$ 2,520,230</b>	<b>\$ 2,520,230</b>	<b>\$ 2,520,230</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 178,597	\$ 103,459	\$ 60,186	\$ 60,835	\$ 60,835	\$ 60,835
53210 JANITORIAL SUPPLIES	28,594	25,515	27,055	26,750	26,750	26,750
53310 GENERAL SUPPLIES	304,767	292,754	274,365	300,641	300,641	300,641
53410 TOOLS & EQUIPMENT	21,245	34,803	21,021	29,994	29,994	29,994
53510 FUEL	210,922	240,872	181,121	231,125	231,125	231,125
53610 MAINT. & REPAIR MATERIALS	450,899	469,426	461,850	483,800	483,800	483,800
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,195,024</b>	<b>\$ 1,166,829</b>	<b>\$ 1,025,598</b>	<b>\$ 1,133,145</b>	<b>\$ 1,133,145</b>	<b>\$ 1,133,145</b>

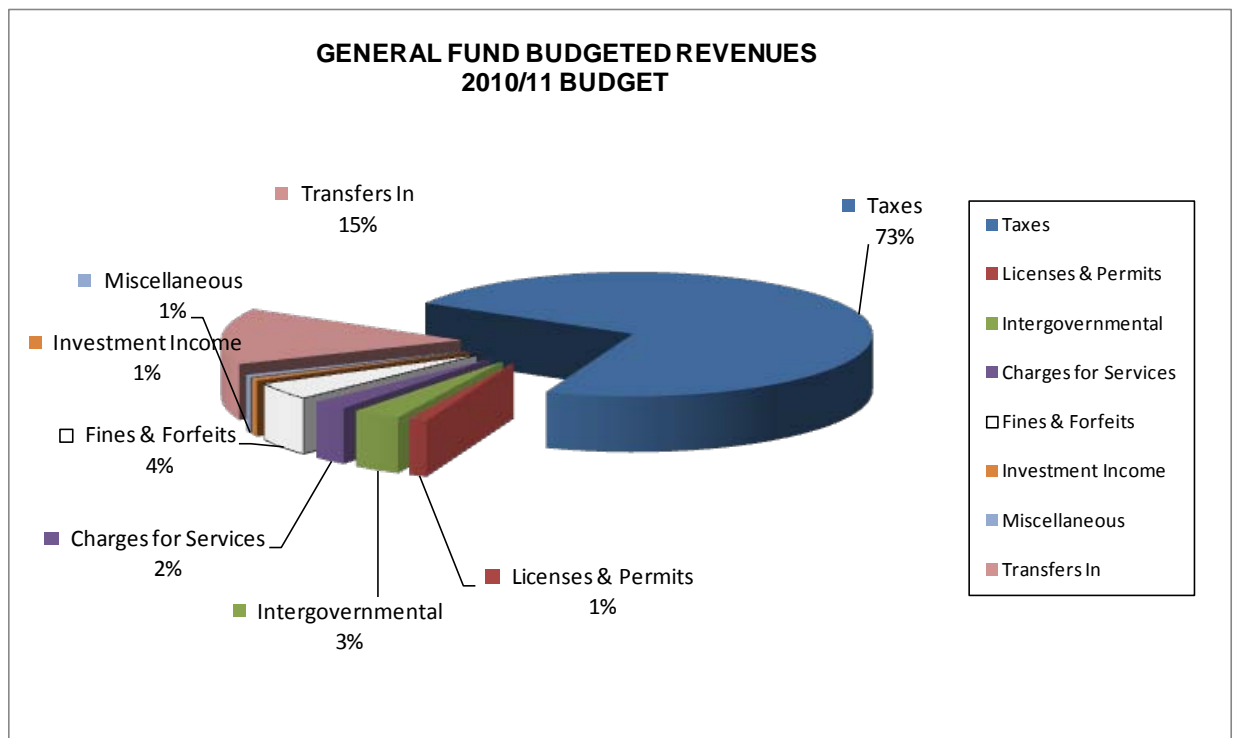
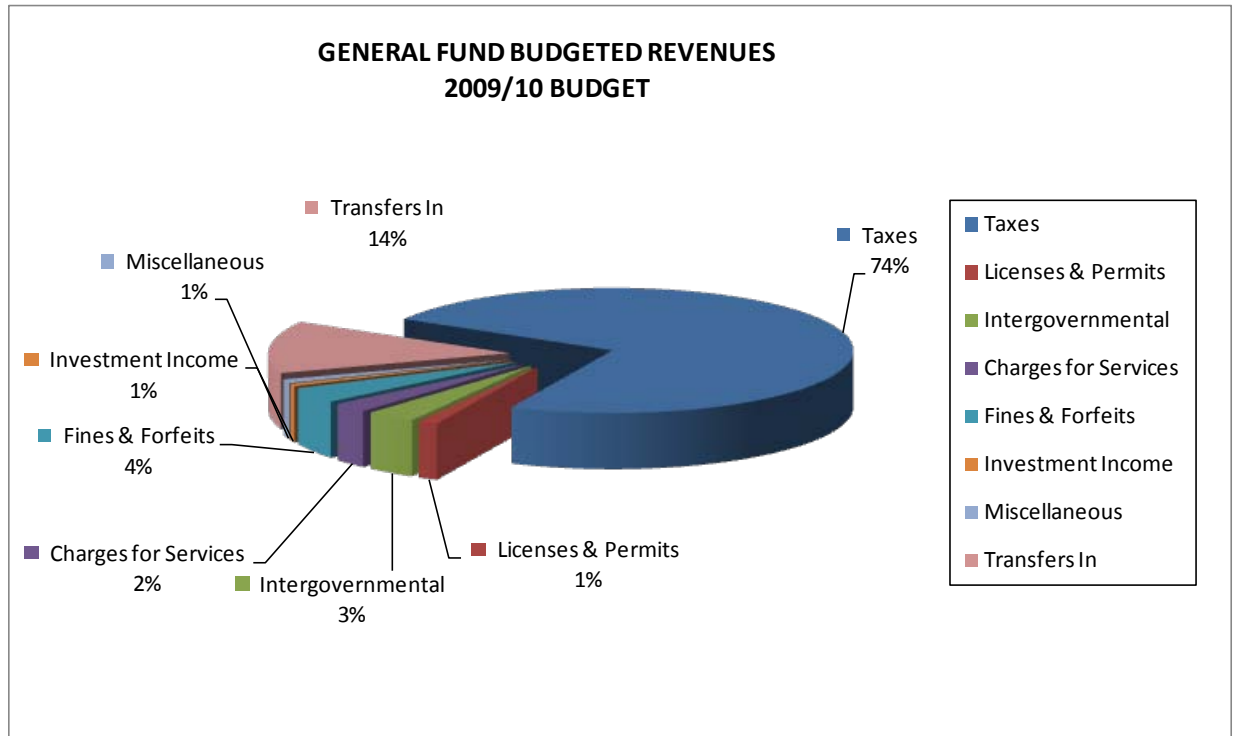
***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**General Fund – Expenditure Summary by Line Item**  
**(continued)**

<b>CAPITAL OUTLAY</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
55920 BUILDINGS & STRUCTURES	\$ 70,992	\$ 58,185	\$ 58,185	\$ -	\$ -	\$ -
55930 OTHER IMPROVEMENTS	79	-	12,578	-	-	-
55940 MACHINERY & EQUIPMENT	27,122	-	-	-	-	-
55950 OFFICE EQUIP & FURNISH	39,459	31,922	30,165	-	-	-
55960 VEHICLES & EQUIPMENT	47,167	13,900	13,900	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 184,819</b>	<b>\$ 104,007</b>	<b>\$ 114,828</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TRANSFERS OUT</b>						
59207 E 9-1-1 FUND	\$ -	\$ 157,635	\$ 157,635	\$ 212,908	\$ 212,908	\$ 212,908
59276 DOENGES MEMORIAL STADIUM	59,992	-	-	-	-	-
59513 ADAMS GOLF COURSE	311,492	117,897	117,897	100,348	100,348	100,348
<b>TOTAL TRANSFERS</b>	<b>\$ 371,484</b>	<b>\$ 275,532</b>	<b>\$ 275,532</b>	<b>\$ 313,256</b>	<b>\$ 313,256</b>	<b>\$ 313,256</b>
<b>TOTAL BUDGET</b>	<b>\$ 18,716,613</b>	<b>\$ 18,924,542</b>	<b>\$ 18,376,301</b>	<b>\$ 18,164,056</b>	<b>\$ 18,030,313</b>	<b>\$ 18,030,313</b>

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

### **General Fund – Revenue Graphs**



***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**General Fund – Revenue Summary by Source**

		<i>Revenues</i>			
<b>REVENUE BY SOURCE</b>		<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Sales Tax		\$11,834,158	\$11,079,917	\$10,960,865	\$ 10,686,843
Hotel-Motel Tax		223,727	214,600	205,717	206,700
Franchise Tax		1,718,721	1,629,978	1,459,738	1,463,300
Licenses & Permits		221,094	233,922	214,120	213,000
Intergovernmental		602,211	590,484	566,006	556,421
Charges for Services		350,684	434,290	429,812	411,326
Fines and Forfeits		767,322	716,878	760,733	764,600
Interest and Investment Income		136,821	117,951	120,833	120,800
Donations and Miscellaneous		239,712	182,059	152,407	114,700
Transfer In:					
	Wastewater	144,784	711,042	711,042	738,082
	Water	1,204,330	948,056	948,056	997,347
	Sanitation	591,049	711,042	711,042	750,731
	BHMTA	-	4,500	4,500	2,500
Fund Balance		3,288,962	3,277,956	3,014,022	1,882,592
<b>Total Available for Appropriation</b>		<b>\$21,323,575</b>	<b>\$20,852,675</b>	<b>\$20,258,893</b>	<b>\$ 18,908,942</b>



***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
General Fund – Personnel Summary

*Personnel*

<b>PERSONNEL COUNTS BY DEPARTMENT</b>	<b>2008-09 ACTUAL FTEs</b>	<b>2009-10 BUDGETED FTEs</b>	<b>2009-10 ACTUAL FTEs</b>	<b>2010-11 BUDGETED FTEs</b>
Administration	5.5	4.5	4.5	4.5
Accounting and Finance	15.75	15.75	15.75	15.75
Legal	2	2	2	2
Building and Neighbor Services	11	11	10	10
Building Maintenance	8	8	8	8
Cemetery	1	1	1	1
Community Development	4	4	4	4
Engineering	9	9	9	9
Fleet Maintenance	5	5	5	4
Fire	70	71	71	68
Police	71	70	69	68
Street	13.5	12.5	12.5	11
Library	18.385	18.385	18.385	18.385
History Museum	4.47	4.696	3.958	3.958
Park and Recreation	13.75	13.75	13	11.25
Swimming Pools	NA	NA	NA	NA
<b>Total Personnel</b>	<b>252.355</b>	<b>250.581</b>	<b>247.093</b>	<b>238.84</b>

***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 General Fund – City Council – Summary

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

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

2010 Accomplishments: • Formation of Charter Review Committee

2011 Objectives: • Hold election regarding charter changes  
 • Hold Council Election

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

**FUND 101 GENERAL  
 DEPT 110 CITY COUNCIL**

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$17,662</b>	<b>\$32,611</b>	<b>\$9,999</b>	<b>\$32,611</b>	<b>\$32,611</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**General Fund – City Council – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
52110 EMPLOYMENT SERVICES	\$ 6,774	\$ 6,925	\$ 7,112	\$ 6,925	\$ 6,925	\$ 6,925
52410 PROFESSIONAL SERVICES	2,000	4,000	-	4,000	4,000	4,000
52510 OTHER SERVICES	7,095	20,336	1,568	20,336	20,336	20,336
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 15,869</b>	<b>\$ 31,261</b>	<b>\$ 8,680</b>	<b>\$ 31,261</b>	<b>\$ 31,261</b>	<b>\$ 31,261</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 170	\$ 100	\$ -	\$ 100	\$ 100	\$ 100
53310 GENERAL SUPPLIES	1,623	1,250	1,319	1,250	1,250	1,250
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,793</b>	<b>\$ 1,350</b>	<b>\$ 1,319</b>	<b>\$ 1,350</b>	<b>\$ 1,350</b>	<b>\$ 1,350</b>
<b>TOTAL BUDGET</b>	<b>\$ 17,662</b>	<b>\$ 32,611</b>	<b>\$ 9,999</b>	<b>\$ 32,611</b>	<b>\$ 32,611</b>	<b>\$ 32,611</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
General Fund – Administration – Summary

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

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

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2010 Accomplishments:

- Introduced new retirement options and modified existing plan for long term viability
- Strong leadership through an economically turbulent year

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***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
General Fund – Administration – Summary  
(continued)

- 2011 Objectives:
- Completion of contract with AFSCME
  - Implement a character and ethics training program

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

FUND 101 GENERAL DEPT 120 ADMINISTRATION				
2008-09 ACTUAL	2009-10 BUDGET	2009-10 ESTIMATE	2010-11 CITY MGR RECOMMENDS	2010-11 APPROVED BUDGET
\$414,908	\$381,092	\$371,385	\$406,435	\$406,435

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***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**General Fund – Administration – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 266,447	\$ 258,447	\$ 263,806	\$ 265,000	\$ 259,407	\$ 259,407
51120 OVERTIME	4,039	4,000	3,456	4,000	4,000	4,000
51130 FICA	19,713	21,421	19,040	21,000	21,000	21,000
51140 GROUP INSURANCE	11,981	27,826	27,826	27,653	27,653	27,653
51150 DB RETIREMENT	31,621	31,083	31,763	49,000	49,000	49,000
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 333,801</b>	<b>\$ 342,777</b>	<b>\$ 345,891</b>	<b>\$ 366,653</b>	<b>\$ 361,060</b>	<b>\$ 361,060</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 44,744	\$ 13,880	\$ 10,361	\$ 22,940	\$ 22,940	\$ 22,940
52310 UTILITIES & COMMUNICATIONS	1,966	2,310	1,823	2,310	2,310	2,310
52410 PROFESSIONAL SERVICES	4,023	3,000	439	1,000	1,000	1,000
52510 OTHER SERVICES	19,989	9,965	6,336	9,965	9,965	9,965
52610 MAINT. & REPAIR SERVICE	-	500	-	500	500	500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 70,722</b>	<b>\$ 29,655</b>	<b>\$ 18,959</b>	<b>\$ 36,715</b>	<b>\$ 36,715</b>	<b>\$ 36,715</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 5,619	\$ 4,500	\$ 4,300	\$ 4,500	\$ 4,500	\$ 4,500
53310 GENERAL SUPPLIES	4,755	4,000	2,235	4,000	4,000	4,000
53610 MAINT. & REPAIR MATERIALS	11	160	-	160	160	160
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 10,385</b>	<b>\$ 8,660</b>	<b>\$ 6,535</b>	<b>\$ 8,660</b>	<b>\$ 8,660</b>	<b>\$ 8,660</b>
<b>TOTAL BUDGET</b>	<b>\$ 414,908</b>	<b>\$ 381,092</b>	<b>\$ 371,385</b>	<b>\$ 412,028</b>	<b>\$ 406,435</b>	<b>\$ 406,435</b>

***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 General Fund – Administration – Personnel and Capital Detail

**FUND 101 GENERAL  
DEPT 120 ADMINISTRATION**

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2008-09 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2010-11 BUDGTED NUMBER OF EMPLOYEES</i></b>
City Manager	1	1	1	1
Human Resources Director	0	0	1	1
Executive Assistant	1	1	1	1
Human Resources Manager	1	0	0	1
HR Generalist	1	1.5	1.5	0.5
Communication Specialist	0.5	0	0	0
<b>TOTAL</b>	<b>5.5</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
General Fund – Accounting and Finance – Summary

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

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

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

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

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

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

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

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

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

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

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***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
General Fund – Accounting and Finance – Summary  
(continued)

- 2010 Accomplishments:
- Finalized implementation of new utility billing software to increase accuracy and automation, while decreasing errors
  - Completed approximately 70% of the process of documenting and adopting a formal, comprehensive accounting policies and procedures manual
  - Maintained a AA- bond rating which is the third highest in the State among municipalities
  - With Council approval, implemented a risk based utility account deposit system that rewards low risk utility customers while better protecting the City against higher risk debtors
  - Received GFOA's Distinguished Budget Award for 4th straight year
  - Implemented revised AP procedures which integrated a digital document management system with built in work flow routing
  - Finalized consolidating Treasury functions into A&F department which increased efficiency without endangering controls
  - Assisted other City Directors to find creative solutions to reduce the City's FY 09/10 budgeted expenditures/increase the City's budgeted revenues in the General Fund by approximately \$1.4MM with minimal reductions in service levels and without the use of layoffs
-

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

### **General Fund – Accounting and Finance – Summary (continued)**

#### **2011 Objectives:**

- Continue to seek out opportunities for budget reductions in the FY 10/11 budget that maximize savings and minimize impacts on service levels
- Continue to seek web based solutions to increase citizen accessibility for court, utility billing, cashiering, and municipal clerk records
- Seek a solution that will allow electronic reporting to DPS
- Continue the use of sound financial policies aimed at retaining the City's AA- bond rating
- Apply for and obtain the GFOA's distinguished budget award for the 5<sup>th</sup> straight year
- Finalize and continue to update the City's Accounting Policies and Procedures Manual
- Market our eCare online payment system and other alternative electronic payment option to increase customer utilization of these more cost effective methods of collecting payments

#### **Budget Highlights:**

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

#### **FUND 101 GENERAL DEPT 130 ACCOUNTING & FINANCE**

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$1,023,638</b>	<b>\$1,189,415</b>	<b>\$1,166,278</b>	<b>\$1,211,698</b>	<b>\$1,211,698</b>

**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**General Fund – Accounting and Finance – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 598,137	\$ 602,452	\$ 599,900	\$ 608,000	\$ 598,445	\$ 598,445
51120 OVERTIME	1,883	686	536	1,000	1,000	1,000
51130 FICA	42,170	44,075	43,430	47,000	47,000	47,000
51140 GROUP INSURANCE	61,265	104,347	104,347	103,698	103,698	103,698
51150 DB RETIREMENT	71,764	71,345	72,203	102,000	102,000	102,000
51155 DC RETIREMENT	-	-	1,146	3,000	3,000	3,000
51170 WORKER'S COMPENSATION	-	1,540	1,540	1,000	1,000	1,000
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 775,219</b>	<b>\$ 824,445</b>	<b>\$ 823,102</b>	<b>\$ 865,698</b>	<b>\$ 856,143</b>	<b>\$ 856,143</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 13,020	\$ 5,505	\$ 5,128	\$ 3,785	\$ 3,785	\$ 3,785
52210 FINANCIAL SERVICES	1,140	112,500	97,590	99,720	99,720	99,720
52310 UTILITIES & COMMUNICATIONS	1,614	2,220	2,767	2,480	2,480	2,480
52410 PROFESSIONAL SERVICES	47,778	45,000	45,000	47,000	47,000	47,000
52510 OTHER SERVICES	112,546	125,000	115,000	120,920	120,920	120,920
52610 MAINT. & REPAIR SERVICE	59,665	60,745	68,001	71,300	71,300	71,300
52810 INSURANCE & BONDS	-	150	150	250	250	250
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 235,763</b>	<b>\$ 351,120</b>	<b>\$ 333,636</b>	<b>\$ 345,455</b>	<b>\$ 345,455</b>	<b>\$ 345,455</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 10,842	\$ 11,850	\$ 7,435	\$ 7,850	\$ 7,850	\$ 7,850
53310 GENERAL SUPPLIES	1,796	2,000	2,105	2,250	2,250	2,250
53610 MAINT. & REPAIR MATERIALS	18	-	-	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 12,656</b>	<b>\$ 13,850</b>	<b>\$ 9,540</b>	<b>\$ 10,100</b>	<b>\$ 10,100</b>	<b>\$ 10,100</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,023,638</b>	<b>\$ 1,189,415</b>	<b>\$ 1,166,278</b>	<b>\$ 1,221,253</b>	<b>\$ 1,211,698</b>	<b>\$ 1,211,698</b>

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

### **General Fund – Accounting and Finance – Personnel and Capital Detail**

**FUND 101 GENERAL  
DEPT 130 ACCOUNTING & FINANCE**

#### ***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2008-09 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2010-11 BUDGTED NUMBER OF EMPLOYEES</i></b>
City Clerk	1	1	1	1
Accountant	2	2	2	2
Fiscal Tech	7	7	7	7
Purchasing Tech	2	2	2	2
Payroll Administrator	1	1	1	1
Customer Service Supervisor	1	1	1	1
Part Time Fiscal Tech	0.75	0.75	0.75	0.75
Court Clerk	1	1	1	1
<b>TOTAL</b>	<b>15.75</b>	<b>15.75</b>	<b>15.75</b>	<b>15.75</b>

***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 General Fund – Treasury – Summary

Department Mission: N/A

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Department Description: N/A

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2010 Accomplishments: N/A

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2011 Objectives: N/A

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

**FUND 101 GENERAL  
DEPT 140 TREASURY**

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$70,116</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**General Fund – Treasury – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
52210 FINANCIAL SERVICES	\$ 69,360	\$ -	\$ -	\$ -	\$ -	\$ -
52510 OTHER SERVICES	6	-	-	-	-	-
52610 MAINT. & REPAIR SERVICE	750	-	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 70,116</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 70,116</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# ***CITY OF BARTLESVILLE***

## **2010-11 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.

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**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.

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**2010 Accomplishments:**

- Successfully and timely negotiated the 2009-2010 union contracts

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**2011 Objectives:**

- Timely and successful completion of 2010-2011 union contracts

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**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>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$135,449</b>	<b>\$136,539</b>	<b>\$129,718</b>	<b>\$144,231</b>	<b>\$144,231</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**General Fund – Legal – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 96,454	\$ 95,263	\$ 95,019	\$ 96,000	\$ 96,000	\$ 96,000
51130 FICA	6,999	7,450	6,884	8,000	8,000	8,000
51140 GROUP INSURANCE	16,383	13,913	13,913	13,826	13,826	13,826
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 119,836</b>	<b>\$ 116,626</b>	<b>\$ 115,816</b>	<b>\$ 117,826</b>	<b>\$ 117,826</b>	<b>\$ 117,826</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 1,281	\$ 1,000	\$ 1,105	\$ 1,355	\$ 1,355	\$ 1,355
52410 PROFESSIONAL SERVICES	14,280	18,863	12,523	25,000	25,000	25,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 15,561</b>	<b>\$ 19,863</b>	<b>\$ 13,683</b>	<b>\$ 26,355</b>	<b>\$ 26,355</b>	<b>\$ 26,355</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 10	\$ 25	\$ -	\$ 25	\$ 25	\$ 25
53310 GENERAL SUPPLIES	42	25	22	25	25	25
53610 MAINT. & REPAIR MATERIALS	-	-	197	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 52</b>	<b>\$ 50</b>	<b>\$ 219</b>	<b>\$ 50</b>	<b>\$ 50</b>	<b>\$ 50</b>
<b>TOTAL BUDGET</b>	<b>\$ 135,449</b>	<b>\$ 136,539</b>	<b>\$ 129,718</b>	<b>\$ 144,231</b>	<b>\$ 144,231</b>	<b>\$ 144,231</b>



***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 General Fund – Legal – Personnel and Capital Detail

**FUND 101 GENERAL  
DEPT 150 LEGAL**

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2008-09 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2010-11 BUDGTED NUMBER OF EMPLOYEES</i></b>
City Attorney	1	1	1	1
City Judge	1	1	1	1
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

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

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

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

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

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2010 Accomplishments:

- Developed a program to work with the County Sheriff to use inmate labor on property abatement
- Continued to support the BRTA's efforts to improve the stability and viability of neighborhoods within the Downtown Redevelopment District
- Continue aggressive property maintenance program and dilapidated structure removal program
- Implemented a program to aggressively secure compliance with business license and vending machine regulations, thereby increasing city revenues

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2011 Objectives:

- Continue efforts to secure compliance with the business license and vending machine regulations
- Develop program with the Oklahoma Tax Commission to secure compliance with the city sales tax laws
- Continue to aggressively enforce the property maintenance, nuisance, and dilapidated structure regulations

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# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

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

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

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

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$645,358</b>	<b>\$746,958</b>	<b>\$680,674</b>	<b>\$680,365</b>	<b>\$680,365</b>

**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
General Fund – Building and Neighborhood Services – Line Item Detail

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 350,259	\$ 405,155	\$ 389,905	\$ 379,000	\$ 373,692	\$ 373,692
51130 FICA	25,944	31,783	28,701	29,000	29,000	29,000
51140 GROUP INSURANCE	43,982	69,565	69,565	69,132	69,132	69,132
51150 DB RETIREMENT	42,501	45,175	36,925	46,000	46,000	46,000
51155 DC RETIREMENT	-	-	2,065	6,000	6,000	6,000
51170 WORKER'S COMPENSATION	1,826	-	-	281	281	281
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 464,512</b>	<b>\$ 551,678</b>	<b>\$ 527,161</b>	<b>\$ 529,413</b>	<b>\$ 524,105</b>	<b>\$ 524,105</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 9,946	\$ 22,760	\$ 18,846	\$ 7,760	\$ 7,760	\$ 7,760
52310 UTILITIES & COMMUNICATIONS	3,070	3,200	3,575	3,200	3,200	3,200
52410 PROFESSIONAL SERVICES	10,000	10,000	14,167	25,000	25,000	25,000
52510 OTHER SERVICES	125,890	101,558	95,000	95,000	95,000	95,000
52610 MAINT. & REPAIR SERVICE	450	1,000	300	1,000	1,000	1,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 149,356</b>	<b>\$ 138,518</b>	<b>\$ 131,888</b>	<b>\$ 131,960</b>	<b>\$ 131,960</b>	<b>\$ 131,960</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 7,387	\$ 35,000	\$ 2,015	\$ 3,000	\$ 3,000	\$ 3,000
53310 GENERAL SUPPLIES	4,768	5,112	7,950	8,000	8,000	8,000
53410 TOOLS & EQUIPMENT	2,502	5,250	962	2,500	2,500	2,500
53510 FUEL	8,931	8,800	7,427	8,200	8,200	8,200
53610 MAINT. & REPAIR MATERIALS	2,677	2,600	3,271	2,600	2,600	2,600
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 26,265</b>	<b>\$ 56,762</b>	<b>\$ 21,625</b>	<b>\$ 24,300</b>	<b>\$ 24,300</b>	<b>\$ 24,300</b>
<b>TOTAL BUDGET</b>	<b>\$ 645,358</b>	<b>\$ 746,958</b>	<b>\$ 680,674</b>	<b>\$ 685,673</b>	<b>\$ 680,365</b>	<b>\$ 680,365</b>

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

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

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

#### ***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2008-09 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2010-11 BUDGTED NUMBER OF EMPLOYEES</i></b>
Chief Building Official	1	1	1	1
Building Inspector	2	2	2	2
Neighborhood Service Supervisor	1	1	1	1
Neighborhood Svc Officer	3	4	3	3
Abatement-Compliance Officer	1	1	1	1
Permit Tech	2	2	2	2
Property Maintenance Code Offic	1	0	0	0
<b>TOTAL</b>	<b>11</b>	<b>11</b>	<b>10</b>	<b>10</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**General Fund – Building Maintenance – Summary**

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

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

2010 Accomplishments:

- Remodel Frontier Pool
- Repair storm sirens
- Provide janitorial services to the city buildings
- Painted new entry gates at Doenges Stadium

2011 Objectives:

- To keep providing janitorial service to city buildings
- Maintain storm sirens
- Maintain lighting and all electrical needs for city buildings

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

**FUND 101 GENERAL  
DEPT 160 BUILDING MAINTENANCE**

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$445,863</b>	<b>\$470,033</b>	<b>\$466,646</b>	<b>\$469,645</b>	<b>\$469,645</b>

**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**General Fund – Building Maintenance – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 302,242	\$ 301,673	\$ 302,546	\$ 304,000	\$ 299,581	\$ 299,581
51130 FICA	22,739	23,022	22,619	23,200	23,200	23,200
51140 GROUP INSURANCE	22,189	55,652	55,652	55,305	55,305	55,305
51150 DB RETIREMENT	36,248	36,517	36,633	55,800	55,800	55,800
51170 WORKER'S COMPENSATION	30,158	17,577	17,577	167	167	167
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 413,576</b>	<b>\$ 434,441</b>	<b>\$ 435,027</b>	<b>\$ 438,472</b>	<b>\$ 434,053</b>	<b>\$ 434,053</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 728	\$ 880	\$ 654	\$ 880	\$ 880	\$ 880
52310 UTILITIES & COMMUNICATIONS	15,513	15,831	13,557	15,831	15,831	15,831
52510 OTHER SERVICES	139	420	420	420	420	420
52610 MAINT. & REPAIR SERVICE	145	1,000	1,000	1,000	1,000	1,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 16,525</b>	<b>\$ 18,131</b>	<b>\$ 15,631</b>	<b>\$ 18,131</b>	<b>\$ 18,131</b>	<b>\$ 18,131</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 241	\$ 300	\$ 223	\$ 300	\$ 300	\$ 300
53210 JANITORIAL SUPPLIES	219	200	100	200	200	200
53310 GENERAL SUPPLIES	1,345	2,000	2,000	2,000	2,000	2,000
53410 TOOLS & EQUIPMENT	1,882	2,000	2,000	2,000	2,000	2,000
53510 FUEL	5,513	5,711	4,415	5,711	5,711	5,711
53610 MAINT. & REPAIR MATERIALS	6,562	7,250	7,250	7,250	7,250	7,250
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 15,762</b>	<b>\$ 17,461</b>	<b>\$ 15,988</b>	<b>\$ 17,461</b>	<b>\$ 17,461</b>	<b>\$ 17,461</b>
<b>TOTAL BUDGET</b>	<b>\$ 445,863</b>	<b>\$ 470,033</b>	<b>\$ 466,646</b>	<b>\$ 474,064</b>	<b>\$ 469,645</b>	<b>\$ 469,645</b>

***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 General Fund – Building Maintenance – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 160 BUILDING MAINTENANCE**

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2008-09 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2010-11 BUDGTED NUMBER OF EMPLOYEES</i></b>
Bldg Maintenance Supervisor	1	1	1	1
Senior Maint-Repair Tech	1	1	1	1
Janitor	2	2	2	2
Maint-Repair Tech	4	4	4	4
<b>TOTAL</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>



***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 General Fund – General Services – Summary

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

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

2010 Accomplishments: N/A

2011 Objectives: N/A

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

**FUND 101 GENERAL  
DEPT 170 GENERAL SERVICES**

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$903,518</b>	<b>\$932,618</b>	<b>\$882,250</b>	<b>\$892,795</b>	<b>\$892,795</b>

**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**General Fund – General Services – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
52110 EMPLOYMENT SERVICES	\$ 34,098	\$ 51,950	\$ 51,959	\$ 53,200	\$ 53,200	\$ 53,200
52210 FINANCIAL SERVICES	250	-	-	-	-	-
52310 UTILITIES & COMMUNICATIONS	144,397	137,370	129,318	140,870	140,870	140,870
52410 PROFESSIONAL SERVICES	2,606	5,000	5,000	5,000	5,000	5,000
52510 OTHER SERVICES	140,147	134,521	119,000	128,925	128,925	128,925
52610 MAINT. & REPAIR SERVICE	15,705	36,200	18,228	33,500	33,500	33,500
52710 OPERATIONAL SERVICES	230,280	209,600	221,855	209,600	209,600	209,600
52810 INSURANCE & BONDS	293,464	301,700	283,714	281,200	281,200	281,200
52950 MISCELLANEOUS	759	-	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 861,706</b>	<b>\$ 876,341</b>	<b>\$ 829,074</b>	<b>\$ 852,295</b>	<b>\$ 852,295</b>	<b>\$ 852,295</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 19,365	\$ 6,000	\$ 9,575	\$ 6,000	\$ 6,000	\$ 6,000
53210 JANITORIAL SUPPLIES	5,129	4,000	4,820	5,000	5,000	5,000
53310 GENERAL SUPPLIES	5,199	23,277	12,173	10,000	10,000	10,000
53410 TOOLS & EQUIPMENT	279	-	-	-	-	-
53510 FUEL	3,250	2,500	1,293	2,000	2,000	2,000
53610 MAINT. & REPAIR MATERIALS	8,590	20,500	12,737	17,500	17,500	17,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 41,812</b>	<b>\$ 56,277</b>	<b>\$ 40,598</b>	<b>\$ 40,500</b>	<b>\$ 40,500</b>	<b>\$ 40,500</b>
<b>CAPITAL OUTLAY</b>						
55930 OTHER IMPROVEMENTS	\$ -	\$ -	\$ 12,578	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,578</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 903,518</b>	<b>\$ 932,618</b>	<b>\$ 882,250</b>	<b>\$ 892,795</b>	<b>\$ 892,795</b>	<b>\$ 892,795</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
General Fund – Cemetery – Summary

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

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

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2010 Accomplishments:

- Installation of a new security system for the cemetery office building
- The Cemetery Gazebo was painted by the City Parks Department
- The White Rose Cemetery website has been updated twice weekly
- Design and installation of a new cemetery entrance sign
- Memorial Day and the Notables Programs were presented

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***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
General Fund – Cemetery – Summary

2011 Objectives:

- Secure funding for the replacement of 10 benches to be installed by Parks Department to by year end
- Continue to work on block 2 in the Unmarked Graves Project
- Continue to update website burial search directory twice weekly to ensure the accuracy of cemetery records
- Secure the funding needed to complete the ground work around the cemetery office
- Work with Parks Department to have sod laid on the east side of office
- Continue to present Luminary Service, Memorial Day, and the Bartlesville Notables Programs

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Budget Highlights:      The major budgeted expenditures for the Cemetery are personnel costs.

FUND 101 GENERAL DEPT 174 CEMETERY				
2008-09 ACTUAL	2009-10 BUDGET	2009-10 ESTIMATE	2010-11 CITY MGR RECOMMENDS	2010-11 APPROVED BUDGET
\$48,381	\$57,457	\$55,609	\$56,305	\$56,305

**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**General Fund – Cemetery – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 30,416	\$ 31,779	\$ 30,882	\$ 32,000	\$ 31,592	\$ 31,592
51130 FICA	2,304	2,383	2,332	2,400	2,400	2,400
51140 GROUP INSURANCE	261	6,956	6,956	6,913	6,913	6,913
51150 DB RETIREMENT	3,679	2,464	1,241	-	-	-
51155 DC RETIREMENT	-	-	323	1,000	1,000	1,000
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 36,660</b>	<b>\$ 43,582</b>	<b>\$ 41,734</b>	<b>\$ 42,313</b>	<b>\$ 41,905</b>	<b>\$ 41,905</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ -	\$ -	\$ -	\$ 100	\$ 100	\$ 100
52310 UTILITIES & COMMUNICATIONS	3,687	5,000	4,600	4,800	4,800	4,800
52410 PROFESSIONAL SERVICES	10	-	-	-	-	-
52510 OTHER SERVICES	1,193	2,800	2,800	1,050	1,050	1,050
52610 MAINT. & REPAIR SERVICE	1,191	1,700	3,100	2,725	2,725	2,725
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 6,081</b>	<b>\$ 9,500</b>	<b>\$ 10,500</b>	<b>\$ 8,675</b>	<b>\$ 8,675</b>	<b>\$ 8,675</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,819	\$ 1,175	\$ 1,175	\$ 1,300	\$ 1,300	\$ 1,300
53210 JANITORIAL SUPPLIES	273	300	300	300	300	300
53310 GENERAL SUPPLIES	2,240	2,500	1,500	2,500	2,500	2,500
53410 TOOLS & EQUIPMENT	300	-	-	125	125	125
53510 FUEL	277	-	-	-	-	-
53610 MAINT. & REPAIR MATERIALS	731	400	400	1,500	1,500	1,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 5,640</b>	<b>\$ 4,375</b>	<b>\$ 3,375</b>	<b>\$ 5,725</b>	<b>\$ 5,725</b>	<b>\$ 5,725</b>
<b>TOTAL BUDGET</b>	<b>\$ 48,381</b>	<b>\$ 57,457</b>	<b>\$ 55,609</b>	<b>\$ 56,713</b>	<b>\$ 56,305</b>	<b>\$ 56,305</b>

***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 General Fund – Cemetery – Personnel and Capital Detail

**FUND 101 GENERAL  
DEPT 174 CEMETERY**

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2008-09 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2010-11 BUDGTED NUMBER OF EMPLOYEES</i></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***  
2010-11 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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2010 Accomplishments:

- Participated with the U.S. Census Bureau in activities required for the upcoming 2010 Census and to promote the importance of the census to Bartlesville's citizens
- Began two-year implementation of the Safe Route to Schools Program, including hosting a community wide "Walk to School" Day at each elementary school, and a community wide bicycle rodeo.
- Prepared and presented to the City Council a draft ordinance providing incentives for the development of affordable housing in our community
- Presented to the MAPC and City Council a draft ordinance creating a voluntary historic preservation overlay district
- Successfully wrote, submitted, and received approval of the FY 2009 CDBG grant application (West Bartlesville Redevelopment Planning Project)
- Began implementation of the FY 2008 CDBG grant project (Frontier Pool parking lot and basketball courts)
- Successfully wrote, submitted, and received approval of a Energy Efficiency and Conservation Block Grant application in the amount of \$155,200 to make building lighting improvements to City Hall
- Provided staff support to the Bartlesville Redevelopment Trust Authority in the absence of the economic development director

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***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 General Fund – Community Development – Summary

- 2011 Objectives:
- Write and submit grant application for FY 2010 CDBG program
  - Administer and complete West Bartlesville Redevelopment Plan (2009 CDBG Grant program)
  - Introduce for Council consideration a possible incentive program to encourage Voluntary Green Building and Development methods in our community
  - Administer and complete the City Hall building lighting improvements using EECBG grant funding
  - Continue efforts to promote affordable housing within the community
  - Seek out grant opportunities which may provide funding for community development activities in a time of declining city revenues

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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>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$380,594</b>	<b>\$424,250</b>	<b>\$422,850</b>	<b>\$400,214</b>	<b>\$400,214</b>

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**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**General Fund – Community Development – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 239,423	\$ 243,013	\$ 235,392	\$ 238,000	\$ 233,561	\$ 233,561
51130 FICA	17,498	18,572	17,175	18,200	18,200	18,200
51140 GROUP INSURANCE	15,702	27,826	27,826	27,653	27,653	27,653
51150 DB RETIREMENT	28,964	29,437	28,690	43,700	43,700	43,700
51160 PENSION	-	1,373	-	-	-	-
51170 WORKER'S COMPENSATION	-	1,426	1,426	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 301,587</b>	<b>\$ 321,647</b>	<b>\$ 310,509</b>	<b>\$ 327,553</b>	<b>\$ 323,114</b>	<b>\$ 323,114</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 6,396	\$ 1,550	\$ 3,337	\$ 3,500	\$ 3,500	\$ 3,500
52310 UTILITIES & COMMUNICATIONS	701	900	1,234	1,200	1,200	1,200
52410 PROFESSIONAL SERVICES	3,750	2,500	1,500	-	-	-
52510 OTHER SERVICES	62,687	90,294	99,255	65,000	65,000	65,000
52610 MAINT. & REPAIR SERVICE	-	500	-	500	500	500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 73,534</b>	<b>\$ 95,744</b>	<b>\$ 105,326</b>	<b>\$ 70,200</b>	<b>\$ 70,200</b>	<b>\$ 70,200</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 4,267	\$ 5,800	\$ 1,362	\$ 5,500	\$ 5,500	\$ 5,500
53310 GENERAL SUPPLIES	963	859	3,453	1,200	1,200	1,200
53410 TOOLS & EQUIPMENT	64	100	-	100	100	100
53510 FUEL	154	-	1,148	-	-	-
53610 MAINT. & REPAIR MATERIALS	25	100	1,052	100	100	100
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 5,473</b>	<b>\$ 6,859</b>	<b>\$ 7,015</b>	<b>\$ 6,900</b>	<b>\$ 6,900</b>	<b>\$ 6,900</b>
<b>TOTAL BUDGET</b>	<b>\$ 380,594</b>	<b>\$ 424,250</b>	<b>\$ 422,850</b>	<b>\$ 404,653</b>	<b>\$ 400,214</b>	<b>\$ 400,214</b>

# ***CITY OF BARTLESVILLE***

2010-11 Operating Budget

General Fund – Community Development – Personnel and Capital Detail

**FUND 101 GENERAL  
DEPT 180 COMMUNITY DEVELOPMENT**

## ***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2008-09 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2010-11 BUDGTED NUMBER OF EMPLOYEES</i></b>
Community Dev Director	1	1	1	1
Asst.Planner	2	2	2	2
Administrative Assistant	1	1	1	1
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

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

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

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

2010 Accomplishments:

- Installation of Library sign
- Attended Microsoft, Harris, and Sleuth training
- Completed Harris Utility Billing conversion
- Installed server room fire suppression system
- Upgraded multiple department computers & servers
- Upgraded Video server and software

2011 Objectives:

- Upgrade phone system at operations
- Install wireless system on new water tanks
- Setup camera system at Library
- Upgrade backbone of Wireless system
- Coordinate proper assembly for County jail dispatch

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

**FUND 101 GENERAL  
DEPT 185 TECH SERVICES**

2008-09 ACTUAL	2009-10 BUDGET	2009-10 ESTIMATE	2010-11 CITY MGR RECOMMENDS	2010-11 APPROVED BUDGET
\$137,830	\$97,822	\$81,790	\$47,200	\$47,200

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**General Fund – Tech Services – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
52110 EMPLOYMENT SERVICES	\$ 8,799	\$ -	\$ -	\$ -	\$ -	\$ -
52310 UTILITIES & COMMUNICATIONS	6,168	9,100	9,100	9,100	9,100	9,100
52410 PROFESSIONAL SERVICES	9,117	31,300	40,500	25,000	25,000	25,000
52510 OTHER SERVICES	7,851	24,000	1,200	12,600	12,600	12,600
52610 MAINT. & REPAIR SERVICE	712	-	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 32,647</b>	<b>\$ 64,400</b>	<b>\$ 50,800</b>	<b>\$ 46,700</b>	<b>\$ 46,700</b>	<b>\$ 46,700</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 79,838	\$ 1,500	\$ 800	\$ 500	\$ 500	\$ 500
53310 GENERAL SUPPLIES	7,126	-	-	-	-	-
53610 MAINT. & REPAIR MATERIALS	44	-	25	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 87,008</b>	<b>\$ 1,500</b>	<b>\$ 825</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>
<b>CAPITAL OUTLAY</b>						
55950 OFFICE EQUIP & FURNISH	\$ 18,175	\$ 31,922	\$ 30,165	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 18,175</b>	<b>\$ 31,922</b>	<b>\$ 30,165</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 137,830</b>	<b>\$ 97,822</b>	<b>\$ 81,790</b>	<b>\$ 47,200</b>	<b>\$ 47,200</b>	<b>\$ 47,200</b>

***CITY OF BARTLESVILLE***  
2010-11 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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2010 Accomplishments:

- Performed detailed designs and project management for 21 capital improvement and planning projects
- Reviewed and released for construction 1 new subdivision
- Received a \$113,177 grant from FEMA for acquisition of substantially damaged floodplain property
- Maintained GIS website information which averages approximately 14,000 hits per month
- Managed drainage complaints: received 3 permit requests for development and investigated 10 drainage complaints
- Managed the right of way and easement closing program currently 5 requests have been received and brought before City Council for consideration
- Conducted 9 traffic studies for calming devices, stop signs or parking restrictions
- Had all ½ cent projects (non equipment or evergreen type) approved for the FY 2009-2010 designed, and either out for bids/under construction or completed

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***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
General Fund – Engineering – Summary  
(continued)

- 2011 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

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

FUND 101 GENERAL DEPT 190 ENGINEERING				
2008-09 ACTUAL	2009-10 BUDGET	2009-10 ESTIMATE	2010-11 CITY MGR RECOMMENDS	2010-11 APPROVED BUDGET
\$696,896	\$619,668	\$584,823	\$585,245	\$585,245

**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**General Fund – Engineering – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 436,858	\$ 441,600	\$ 419,086	\$ 411,915	\$ 404,816	\$ 404,816
51130 FICA	31,879	33,650	34,198	31,415	31,415	31,415
51140 GROUP INSURANCE	126,941	62,608	52,753	62,219	62,219	62,219
51150 DB RETIREMENT	52,732	48,942	47,253	54,370	54,370	54,370
51155 DC RETIREMENT	-	-	1,832	3,600	3,600	3,600
51170 WORKER'S COMPENSATION	-	341	298	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 648,410</b>	<b>\$ 587,141</b>	<b>\$ 555,420</b>	<b>\$ 563,519</b>	<b>\$ 556,420</b>	<b>\$ 556,420</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 3,606	\$ 4,750	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
52310 UTILITIES & COMMUNICATIONS	2,917	3,000	3,573	3,600	3,600	3,600
52410 PROFESSIONAL SERVICES	19,635	11,000	9,750	9,000	9,000	9,000
52510 OTHER SERVICES	3,895	3,750	3,750	3,750	3,750	3,750
52610 MAINT. & REPAIR SERVICE	2,269	1,020	1,020	500	500	500
52710 OPERATIONAL SERVICES	683	700	710	725	725	725
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 33,005</b>	<b>\$ 24,220</b>	<b>\$ 22,803</b>	<b>\$ 21,575</b>	<b>\$ 21,575</b>	<b>\$ 21,575</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 7,685	\$ 1,607	\$ 1,300	\$ 1,500	\$ 1,500	\$ 1,500
53310 GENERAL SUPPLIES	519	950	900	1,000	1,000	1,000
53410 TOOLS & EQUIPMENT	573	-	-	-	-	-
53510 FUEL	4,348	4,250	3,500	3,750	3,750	3,750
53610 MAINT. & REPAIR MATERIALS	2,356	1,500	900	1,000	1,000	1,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 15,481</b>	<b>\$ 8,307</b>	<b>\$ 6,600</b>	<b>\$ 7,250</b>	<b>\$ 7,250</b>	<b>\$ 7,250</b>
<b>TOTAL BUDGET</b>	<b>\$ 696,896</b>	<b>\$ 619,668</b>	<b>\$ 584,823</b>	<b>\$ 592,344</b>	<b>\$ 585,245</b>	<b>\$ 585,245</b>

***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 General Fund – Engineering – Personnel and Capital Detail

**FUND 101 GENERAL  
DEPT 190 ENGINEERING**

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2008-09 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2010-11 BUDGTED NUMBER OF EMPLOYEES</i></b>
City Engineer	1	1	1	1
Civil Engineer	2	2	2	2
Construction	2	2	2	2
Drafting Tech	1	1	1	1
Engineering Technician	1	1	1	1
Network Admin	1	1	1	1
Administrative Assistant	1	1	1	1
<b>TOTAL</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>



***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**General Fund – Fleet Maintenance – Summary**

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

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

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**2010 Accomplishments:**

- Accomplished a 50% reduction in unit down time
- Improved road call frequency by 12% increasing reliability
- Improved department labor efficiency by 10%
- Installed new fleet management software

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**2011 Objectives:**

- Reduce road call frequency by 10%
- Continue to improve internal customer satisfaction
- Establish vendor relationships that will assist in reducing inventory overhead and decrease unit down time
- Develop preventative maintenance
- Initiate cost per mile tracking to improve cost control

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

<b>FUND 101 GENERAL DEPT 195 FLEET MAINTENANCE</b>				
<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$372,744</b>	<b>\$393,034</b>	<b>\$378,650</b>	<b>\$351,724</b>	<b>\$351,724</b>

**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**General Fund – Fleet Maintenance – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 222,658	\$ 230,285	\$ 227,173	\$ 190,000	\$ 187,381	\$ 187,381
51130 FICA	16,103	17,569	16,297	14,500	14,500	14,500
51140 GROUP INSURANCE	25,761	34,782	34,782	34,566	34,566	34,566
51150 DB RETIREMENT	26,952	24,719	20,987	18,500	18,500	18,500
51155 DC RETIREMENT	-	-	1,348	4,000	4,000	4,000
51170 WORKER'S COMPENSATION	2,401	18,463	18,463	25,561	25,561	25,561
51180 UNEMPLOYMENT COMP	-	-	6,675	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 293,875</b>	<b>\$ 325,818</b>	<b>\$ 325,725</b>	<b>\$ 287,127</b>	<b>\$ 284,508</b>	<b>\$ 284,508</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 2,566	\$ 3,000	\$ 1,347	\$ 3,000	\$ 3,000	\$ 3,000
52310 UTILITIES & COMMUNICATIONS	15,607	16,286	12,895	16,286	16,286	16,286
52410 PROFESSIONAL SERVICES	400	-	-	-	-	-
52510 OTHER SERVICES	3,080	3,367	3,367	3,367	3,367	3,367
52610 MAINT. & REPAIR SERVICE	3,420	3,000	4,404	3,000	3,000	3,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 25,073</b>	<b>\$ 25,653</b>	<b>\$ 22,013</b>	<b>\$ 25,653</b>	<b>\$ 25,653</b>	<b>\$ 25,653</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 7,854	\$ 500	\$ 334	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	1,513	700	702	700	700	700
53310 GENERAL SUPPLIES	2,630	2,800	790	2,800	2,800	2,800
53410 TOOLS & EQUIPMENT	3,706	4,599	4,000	4,599	4,599	4,599
53510 FUEL	2,655	2,964	974	2,964	2,964	2,964
53610 MAINT. & REPAIR MATERIALS	29,293	30,000	24,112	30,000	30,000	30,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 47,651</b>	<b>\$ 41,563</b>	<b>\$ 30,912</b>	<b>\$ 41,563</b>	<b>\$ 41,563</b>	<b>\$ 41,563</b>
<b>CAPITAL OUTLAY</b>						
55940 MACHINERY & EQUIPMENT	\$ 6,145	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 6,145</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 372,744</b>	<b>\$ 393,034</b>	<b>\$ 378,650</b>	<b>\$ 354,343</b>	<b>\$ 351,724</b>	<b>\$ 351,724</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
General Fund – Fleet Maintenance – Personnel and Capital Detail

**FUND 101 GENERAL  
DEPT 195 FLEET MAINTENANCE**

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2008-09 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 BUDGTED NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2010-11 BUDGTED NUMBER OF EMPLOYEES</i></b>
Municipal Garage Supervisor	1	1	1	1
Parts Supervisor/Unfunded	1	1	1	1
Senior Vehicle Mechanic	3	3	3	3
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>4</b>

# ***CITY OF BARTLESVILLE***

## **2010-11 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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2010 Accomplishments:

- Had a 207% increase in training hours over 2008-09
- Had an 486% increase in pre-incident plans over 2008-09
- Have all positions from Battalion Chief down with personnel who work up out of class having passed the promotional tests for those positions
- Established a Rural Fire Services Program
- Updated Battalion Chief Promotional Curriculum

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2011 Objectives:

- Increase training hours by 50% over prior year
- Increase building inspections by 30% over prior year
- Continue updating M.P.'s
- Update Captain promotion curriculum

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# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget General Fund – Fire – Summary (continued)**

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

<b>FUND 101 GENERAL DEPT 250 FIRE</b>				
<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$4,930,793</b>	<b>\$4,929,517</b>	<b>\$4,908,765</b>	<b>\$4,648,914</b>	<b>\$4,648,914</b>

**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**General Fund – Fire – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 3,025,564	\$ 3,012,436	\$ 3,026,243	\$ 2,866,280	\$ 2,835,400	\$ 2,835,400
51120 OVERTIME	391,075	403,000	409,158	404,000	404,000	404,000
51130 FICA	41,343	42,482	41,633	46,200	46,200	46,200
51140 GROUP INSURANCE	577,202	590,929	573,038	611,540	611,540	611,540
51150 DB RETIREMENT	10,760	11,955	10,632	16,200	16,200	16,200
51160 PENSION	416,417	432,000	417,951	410,300	410,300	410,300
51170 WORKER'S COMPENSATION	39,023	49,342	49,342	25,829	25,829	25,829
51180 UNEMPLOYMENT COMP	-	-	-	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 4,501,384</b>	<b>\$ 4,542,144</b>	<b>\$ 4,527,997</b>	<b>\$ 4,380,349</b>	<b>\$ 4,349,469</b>	<b>\$ 4,349,469</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 56,000	\$ 55,104	\$ 59,500	\$ 52,690	\$ 52,690	\$ 52,690
52210 FINANCIAL SERVICES	2	-	194	-	-	-
52310 UTILITIES & COMMUNICATIONS	52,148	46,291	33,877	43,746	43,746	43,746
52410 PROFESSIONAL SERVICES	7,524	3,500	5,790	4,000	4,000	4,000
52510 OTHER SERVICES	5,136	5,250	6,950	5,300	5,300	5,300
52610 MAINT. & REPAIR SERVICE	15,365	17,025	23,553	22,159	22,159	22,159
52910 DEBT SERVICE - INTEREST	10,538	5,380	5,380	-	-	-
52911 DEBT SERVICE - PRINCIPAL	120,530	125,689	125,689	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 267,243</b>	<b>\$ 258,239</b>	<b>\$ 260,933</b>	<b>\$ 127,895</b>	<b>\$ 127,895</b>	<b>\$ 127,895</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 2,301	\$ 2,250	\$ 2,167	\$ 1,600	\$ 1,600	\$ 1,600
53210 JANITORIAL SUPPLIES	8,571	8,500	8,600	8,000	8,000	8,000
53310 GENERAL SUPPLIES	68,297	31,827	27,478	70,100	70,100	70,100
53410 TOOLS & EQUIPMENT	366	350	11	2,850	2,850	2,850
53510 FUEL	26,186	27,528	19,950	27,500	27,500	27,500
53610 MAINT. & REPAIR MATERIALS	37,152	40,068	43,018	61,500	61,500	61,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 142,873</b>	<b>\$ 110,523</b>	<b>\$ 101,224</b>	<b>\$ 171,550</b>	<b>\$ 171,550</b>	<b>\$ 171,550</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**General Fund – Fire – Line Item Detail**  
**(continued)**

<b>CAPITAL OUTLAY</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
55920 BUILDINGS & STRUCTURES	\$ -	\$ 18,611	\$ 18,611	\$ -	\$ -	\$ -
55960 VEHICLES & EQUIPMENT	19,293	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<u>\$ 19,293</u>	<u>\$ 18,611</u>	<u>\$ 18,611</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>TOTAL BUDGET</b>	<u>\$ 4,930,793</u>	<u>\$ 4,929,517</u>	<u>\$ 4,908,765</u>	<u>\$ 4,679,794</u>	<u>\$ 4,648,914</u>	<u>\$ 4,648,914</u>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
General Fund – Fire – Personnel and Capital Detail

**FUND 101 GENERAL  
DEPT 250 FIRE**

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2008-09 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2010-11 BUDGTED NUMBER OF EMPLOYEES</i></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	32	33	33	30
Unfunded (Firefighter)	0	0	0	3
Technical Support	1	1	1	1
Administrative Assistant	1	1	1	1
<b>TOTAL</b>	<b>70</b>	<b>71</b>	<b>71</b>	<b>68</b>



***CITY OF BARTLESVILLE***  
2010-11 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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2010 Accomplishments:

- Improved Training program by assigning a full-time training coordinator, added lesson plans to training program for C.L.E.E.T. accreditation
- Brought Sheriff's Department into the Special Operations Unit to better serve the City of Bartlesville and Washington County as a Multi-Jurisdictional Unit to enhance public safety
- Reduced surplus vehicles from fleet in order to eliminate obsolete and unnecessary equipment and return funding to the city's General Fund, and to improve efficiency
- In conjunction with Community Services Division, the police department added new traffic radar equipment to better service the "Safe Routes to School Grant", coordinated safety talks with the schools, and provided law enforcement related services to the program
- Coordinated selective traffic enforcement activities in areas identified as high-violation areas, and in construction zones to enhance the safety of construction workers
- Overall reduction in traffic related fatalities over fiscal 2008-2009
- Maintained adequate coverage and protection for citizen's while reducing minimum staffing levels

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***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 General Fund – Police – Summary  
 (continued)

- 2011 Objectives:
- Improve communications and I.T. in patrol cars by use of grant funds
  - Expand and enhance traffic safety programs and crime prevention programs
  - Enhance local training by putting on accredited training utilizing our own instructors and bringing additional training to the city, thus reducing travel and related expenses
  - Implement fleet replacement program with available funding to improve efficiency and service to the community
  - Enhance and improve safety of officers with updated vehicle lighting and safety equipment as funding becomes available
  - Continue to reduce surplus fleet to improve efficiency
  - Continue to maintain adequate coverage and protection for citizens while reducing staffing minimum staffing levels

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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>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$4,667,567</b>	<b>\$4,641,212</b>	<b>\$4,640,814</b>	<b>\$4,397,920</b>	<b>\$4,397,920</b>

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**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**General Fund – Police – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 2,963,010	\$ 2,892,236	\$ 2,892,105	\$ 2,824,000	\$ 2,783,622	\$ 2,783,622
51120 OVERTIME	77,091	56,263	54,315	58,000	58,000	58,000
51130 FICA	224,199	226,304	216,208	215,100	215,100	215,100
51140 GROUP INSURANCE	449,429	466,084	466,084	463,183	463,183	463,183
51150 DB RETIREMENT	82,787	58,043	61,547	72,500	72,500	72,500
51155 DC RETIREMENT	-	-	2,780	8,100	8,100	8,100
51160 PENSION	285,108	315,951	289,699	301,900	301,900	301,900
51170 WORKER'S COMPENSATION	69,587	161,771	161,771	44,855	44,855	44,855
51180 UNEMPLOYMENT COMP	3,581	-	-	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 4,154,792</b>	<b>\$ 4,176,652</b>	<b>\$ 4,144,509</b>	<b>\$ 3,987,638</b>	<b>\$ 3,947,260</b>	<b>\$ 3,947,260</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 79,050	\$ 72,896	\$ 106,051	\$ 72,896	\$ 72,896	\$ 72,896
52210 FINANCIAL SERVICES	2,153	1,500	1,112	1,500	1,500	1,500
52310 UTILITIES & COMMUNICATIONS	47,942	44,500	43,461	44,500	44,500	44,500
52410 PROFESSIONAL SERVICES	532	1,000	2,340	1,000	1,000	1,000
52510 OTHER SERVICES	87,701	80,750	84,539	80,750	80,750	80,750
52610 MAINT. & REPAIR SERVICE	41,523	39,660	24,778	39,660	39,660	39,660
52810 INSURANCE & BONDS	145	500	158	500	500	500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 259,046</b>	<b>\$ 240,806</b>	<b>\$ 262,439</b>	<b>\$ 240,806</b>	<b>\$ 240,806</b>	<b>\$ 240,806</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 7,197	\$ 10,060	\$ 8,634	\$ 10,060	\$ 10,060	\$ 10,060
53210 JANITORIAL SUPPLIES	3,986	3,500	4,138	3,500	3,500	3,500
53310 GENERAL SUPPLIES	68,264	52,816	72,936	52,816	52,816	52,816
53410 TOOLS & EQUIPMENT	8,764	11,120	8,739	11,120	11,120	11,120
53510 FUEL	92,944	107,000	84,516	107,000	107,000	107,000
53610 MAINT. & REPAIR MATERIALS	44,543	25,358	41,003	25,358	25,358	25,358
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 225,698</b>	<b>\$ 209,854</b>	<b>\$ 219,966</b>	<b>\$ 209,854</b>	<b>\$ 209,854</b>	<b>\$ 209,854</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
General Fund – Police – Line Item Detail  
(continued)

<b><i>CAPITAL OUTLAY</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 REQUEST</i></b>	<b><i>CITY MGR REC</i></b>	<b><i>2010-11 APPROVED</i></b>
55940 MACHINERY & EQUIPMENT	\$ 5,985	\$ -	\$ -	\$ -	\$ -	\$ -
55960 VEHICLES & EQUIPMENT	22,046	13,900	13,900	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 28,031</b>	<b>\$ 13,900</b>	<b>\$ 13,900</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><i>TOTAL BUDGET</i></b>	<b><u>\$ 4,667,567</u></b>	<b><u>\$ 4,641,212</u></b>	<b><u>\$ 4,640,814</u></b>	<b><u>\$ 4,438,298</u></b>	<b><u>\$ 4,397,920</u></b>	<b><u>\$ 4,397,920</u></b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
General Fund – Police – Personnel and Capital Detail

**FUND 101 GENERAL  
DEPT 270 POLICE**

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2008-09 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2010-11 BUDGTED NUMBER OF EMPLOYEES</i></b>
Police Chief	1	1	1	1
Captain	3	3	3	3
Lieutenant	4	4	4	4
Sergeant	8	9	8	8
Detective	6	7	7	7
Police Officer	33	31	31	31
Unfunded (Police Officer)	0	0	0	1
Senior Administrative Assistant	2	2	2	2
Property & Evidence Tech	1	1	1	1
Administrative Assistant	2	1	1	1
Animal Control Officer	2	2	2	2
Parking Enforcement Officer	1	1	1	1
Detention Officer	5	5	5	5
Administrative Specialist	3	3	3	2
<b>TOTAL</b>	<b>71</b>	<b>70</b>	<b>69</b>	<b>68</b>

# ***CITY OF BARTLESVILLE***

## **2010-11 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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2010 Accomplishments:

- Up-graded traffic signals to LED lamps
- Laid asphalt for street repairs
- Poured concrete for street repairs
- Laid rock for repair and maintenance of alleys
- Re-stripe traffic markings on arterial roads
- Overlay of Lincoln Rd., McKinley Rd., 8<sup>th</sup> Street, Rice Creek Rd., and Jupiter Ct
- Johnstone steam engine move
- Drainage way ditch digging and cleaning
- Snow and ice removal
- Sooner Pool improvements
- Frontier Pool improvements
- Paint street markings on speed humps
- Concrete replacement on pathfinder
- Wayside project for Engineering

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***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 General Fund – Street – Summary  
 (continued)

- 2011 Objectives:
- Continue with routine maintenance (potholes, asphalt overlay, concrete replacement, alleys, and drainage)
  - Overlay additional streets identified in Street Evaluation
  - Re-stripe traffic markings on arterial roads
  - Continue up-grading arterial street signage
  - Crack seal streets for preventive maintenance
  - Traffic control maintenance

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>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$1,178,182</b>	<b>\$1,265,112</b>	<b>\$1,153,953</b>	<b>\$1,215,533</b>	<b>\$1,215,533</b>

**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**General Fund – Street – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 435,908	\$ 454,291	\$ 440,242	\$ 398,000	\$ 392,256	\$ 392,256
51120 OVERTIME	4,991	4,600	8,867	4,700	4,700	4,700
51130 FICA	32,324	32,310	29,654	30,400	30,400	30,400
51140 GROUP INSURANCE	102,526	104,347	104,347	96,785	96,785	96,785
51150 DB RETIREMENT	51,607	50,233	51,562	68,600	68,600	68,600
51155 DC RETIREMENT	-	-	247	800	800	800
51170 WORKER'S COMPENSATION	7,228	1,242	1,242	3,903	3,903	3,903
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 634,584</b>	<b>\$ 647,023</b>	<b>\$ 636,161</b>	<b>\$ 603,188</b>	<b>\$ 597,444</b>	<b>\$ 597,444</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 4,481	\$ 16,830	\$ 1,508	\$ 16,830	\$ 16,830	\$ 16,830
52310 UTILITIES & COMMUNICATIONS	223,466	238,000	174,344	238,000	238,000	238,000
52510 OTHER SERVICES	7,075	6,327	3,137	6,327	6,327	6,327
52610 MAINT. & REPAIR SERVICE	5,220	20,000	18,000	20,000	20,000	20,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 240,242</b>	<b>\$ 281,157</b>	<b>\$ 196,989</b>	<b>\$ 281,157</b>	<b>\$ 281,157</b>	<b>\$ 281,157</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
53210 JANITORIAL SUPPLIES	946	300	300	300	300	300
53310 GENERAL SUPPLIES	1,571	5,000	3,904	5,000	5,000	5,000
53410 TOOLS & EQUIPMENT	1,158	2,200	2,200	2,200	2,200	2,200
53510 FUEL	37,020	52,000	36,967	52,000	52,000	52,000
53610 MAINT. & REPAIR MATERIALS	247,209	275,932	275,932	275,932	275,932	275,932
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 288,404</b>	<b>\$ 336,932</b>	<b>\$ 320,803</b>	<b>\$ 336,932</b>	<b>\$ 336,932</b>	<b>\$ 336,932</b>
<b>CAPITAL OUTLAY</b>						
55950 OFFICE EQUIP & FURNISH	\$ 9,124	\$ -	\$ -	\$ -	\$ -	\$ -
55960 VEHICLES & EQUIPMENT	5,828	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 14,952</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,178,182</b>	<b>\$ 1,265,112</b>	<b>\$ 1,153,953</b>	<b>\$ 1,221,277</b>	<b>\$ 1,215,533</b>	<b>\$ 1,215,533</b>



***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
General Fund – Street – Personnel and Capital Detail

**FUND 101 GENERAL  
DEPT 328 STREET**

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2008-09 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2010-11 BUDGTED NUMBER OF EMPLOYEES</i></b>
Public Workers Director	0.5	0.5	0.5	0
Street Supervisor	1	1	1	1
Sign and Signal Tech	2	2	2	2
Equipment Operator-Crewleader	3	3	3	4
Concrete Mason	1	1	1	1
Equipment Operator	1	1	1	0
Unfunded (Equipment Operator)	0	0	0	1
Maintence Worker	5	4	4	3
<b>TOTAL</b>	<b>13.5</b>	<b>12.5</b>	<b>12.5</b>	<b>11</b>

***CITY OF BARTLESVILLE***  
2010-11 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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2010 Accomplishments:

- Purchased security cameras to increase surveillance capabilities
- Installation of a color electronic signboard
- Literacy Services completed the second year of service
- Citizenship classes are now offered on Wednesdays each week. Five students have passed the test and were sworn in as new citizens
- The annual summer reading program had 800 plus children and adults participants
- A total of 22 staff members participated in continuing education events

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***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 General Fund – Library – Summary  
 (continued)

2011 Objectives:

- Continue maintenance and repair projects by refurbishing stairway railings, wallpaper repair, and painting interior columns
- Continue to expand literacy services department by increasing the number of tutors and students
- Change to the newest teaching curriculum, Endeavor, for qualified literacy students
- Continue to be the community's information center by providing up-to-date information through books, magazines, newspapers, databases, and other information resources
- Continue to provide quality programming for people of all ages
- Secure the funding needed to grant all certified staff continuing education opportunities to maintain state requirements
- Continue outreach programming to daycare centers through the Youth Services Department and to persons unable to get to the library through the Books @ Home Program

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>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$1,098,639</b>	<b>\$1,097,739</b>	<b>\$1,081,623</b>	<b>\$1,105,157</b>	<b>\$1,105,157</b>

**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**General Fund – Library – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 631,725	\$ 625,630	\$ 625,630	\$ 636,000	\$ 626,461	\$ 626,461
51130 FICA	46,802	47,889	47,889	48,700	48,700	48,700
51140 GROUP INSURANCE	106,849	90,434	90,434	89,871	89,871	89,871
51150 DB RETIREMENT	65,221	62,882	61,549	91,600	91,600	91,600
51155 DC RETIREMENT	-	-	612	1,800	1,800	1,800
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 850,597</b>	<b>\$ 826,835</b>	<b>\$ 826,114</b>	<b>\$ 867,971</b>	<b>\$ 858,432</b>	<b>\$ 858,432</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 4,677	\$ 3,950	\$ 3,500	\$ 3,950	\$ 3,950	\$ 3,950
52210 FINANCIAL SERVICES	2,718	3,000	3,500	3,000	3,000	3,000
52310 UTILITIES & COMMUNICATIONS	64,459	73,000	65,000	70,000	70,000	70,000
52510 OTHER SERVICES	29,189	29,500	31,500	29,500	29,500	29,500
52610 MAINT. & REPAIR SERVICE	38,428	41,175	32,000	31,875	31,875	31,875
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 139,471</b>	<b>\$ 150,625</b>	<b>\$ 135,500</b>	<b>\$ 138,325</b>	<b>\$ 138,325</b>	<b>\$ 138,325</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 11,828	\$ 10,000	\$ 10,000	\$ 11,000	\$ 11,000	\$ 11,000
53210 JANITORIAL SUPPLIES	3,737	4,500	4,500	4,500	4,500	4,500
53310 GENERAL SUPPLIES	80,893	82,270	82,000	82,000	82,000	82,000
53610 MAINT. & REPAIR MATERIALS	12,113	8,985	8,985	10,900	10,900	10,900
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 108,571</b>	<b>\$ 105,755</b>	<b>\$ 105,485</b>	<b>\$ 108,400</b>	<b>\$ 108,400</b>	<b>\$ 108,400</b>
<b>CAPITAL OUTLAY</b>						
55920 BUILDINGS & STRUCTURES	\$ -	\$ 14,524	\$ 14,524	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ 14,524</b>	<b>\$ 14,524</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,098,639</b>	<b>\$ 1,097,739</b>	<b>\$ 1,081,623</b>	<b>\$ 1,114,696</b>	<b>\$ 1,105,157</b>	<b>\$ 1,105,157</b>

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
General Fund – Library – Personnel and Capital Detail

**FUND 101 GENERAL  
DEPT 421 LIBRARY**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2008-09 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2009-10 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGTED NUMBER OF EMPLOYEES</b>
Library Director	1	1	1	1
Assistant Library Director	1	1	1	1
Senior Librarian	1	1	1	1
Librarian	4	4	4	4
Literacy	0	0	0	0
Circulation Supervisor	1	1	1	1
Library Assistant	2	2	2	2
Acquisitions Clerk	1	1	1	1
Senior Administrative Assistant	1	1	1	1
Part-time Clerks-Pages	6.385	6.385	6.385	6.385
<b>TOTAL</b>	<b>18.385</b>	<b>18.385</b>	<b>18.385</b>	<b>18.385</b>

***CITY OF BARTLESVILLE***  
2010-11 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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2010 Accomplishments:

- History Museum collection areas were cleaned and reorganized. New cabinets were purchased by the Friends for secure storage of collection items
- The History Museum website was restructured and now more user friendly. More updated information is now readily available
- The Museum presented several new exhibits. They included Girl Scouts, Schools, Gone But Not Forgotten, Outlaws and Lawmen, and Winter in Green Country
- Fallen Heroes of Washington County Exhibit was in place for Memorial Day, 2010. It will be on display at the Museum for one year and available for loan afterwards
- Museum and Library Staff members worked on the multi-year digitalization project. Approximately 2,245 photos, 649 archives, 671 objects, and 109 research collection items have been scanned
- Museum staff participated in continuing education events including the “Oral History for the 21<sup>st</sup> Century” Seminar held in Oklahoma City

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***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 General Fund – Museum – Summary  
 (continued)

2011 Objectives:

- Three temporary exhibits will be created. Churches in Washington County will debut in October 2010. Spring 2011 Exhibit will feature Mom & Pop Stores
- Secure funding for small traveling exhibits featuring historic Bartlesville
- Continue to provide educational programs to area schools and organizations
- Secure funding to continue the digitalization preservation project
- Continue reorganizing and begin inventory of collection storage areas
- Continue inventory of all donated items and accession records
- Secure funding to purchase replacement mannequins for permanent exhibits

Budget Highlights:

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

**FUND 101 GENERAL  
DEPT 425 HISTORY MUSEUM**

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$154,977</b>	<b>\$167,418</b>	<b>\$167,412</b>	<b>\$174,383</b>	<b>\$174,383</b>

**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**General Fund – Museum – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 102,224	\$ 112,630	\$ 116,694	\$ 105,000	\$ 103,396	\$ 103,396
51120 OVERTIME	251	-	-	-	-	-
51130 FICA	7,734	8,606	8,784	8,000	8,000	8,000
51140 GROUP INSURANCE	3,957	20,869	20,869	34,437	34,437	34,437
51150 DB RETIREMENT	9,876	5,818	5,445	8,200	8,200	8,200
51155 DC RETIREMENT	-	-	1,020	1,400	1,400	1,400
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 124,042</b>	<b>\$ 147,923</b>	<b>\$ 152,812</b>	<b>\$ 157,037</b>	<b>\$ 155,433</b>	<b>\$ 155,433</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 1,973	\$ 1,400	\$ 1,300	\$ 1,250	\$ 1,250	\$ 1,250
52310 UTILITIES & COMMUNICATIONS	378	600	400	-	-	-
52410 PROFESSIONAL SERVICES	1,310	3,940	3,100	3,500	3,500	3,500
52510 OTHER SERVICES	2,681	2,200	1,000	2,000	2,000	2,000
52610 MAINT. & REPAIR SERVICE	1,453	1,725	2,000	2,500	2,500	2,500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 7,795</b>	<b>\$ 9,865</b>	<b>\$ 7,800</b>	<b>\$ 9,250</b>	<b>\$ 9,250</b>	<b>\$ 9,250</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 4,796	\$ 2,200	\$ 1,300	\$ 2,000	\$ 2,000	\$ 2,000
53210 JANITORIAL SUPPLIES	138	-	400	500	500	500
53310 GENERAL SUPPLIES	2,811	3,230	1,600	3,200	3,200	3,200
53610 MAINT. & REPAIR MATERIALS	3,235	4,200	3,500	4,000	4,000	4,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 10,980</b>	<b>\$ 9,630</b>	<b>\$ 6,800</b>	<b>\$ 9,700</b>	<b>\$ 9,700</b>	<b>\$ 9,700</b>
<b>CAPITAL OUTLAY</b>						
55950 OFFICE EQUIP & FURNISH	\$ 12,160	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 12,160</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 154,977</b>	<b>\$ 167,418</b>	<b>\$ 167,412</b>	<b>\$ 175,987</b>	<b>\$ 174,383</b>	<b>\$ 174,383</b>



***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 General Fund – Museum – Personnel and Capital Detail

**FUND 101 GENERAL  
DEPT 425 HISTORY MUSEUM**

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2008-09 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2010-11 BUDGTED NUMBER OF EMPLOYEES</i></b>
Director	0.22	0.22	0.22	0.22
Curator	1	1	1	1
Registrar	1	1	1	1
Volunteer Coordinator	1	1	1	1
Education Coordinator	0.625	0.738	0.738	0.738
Temporary	0.625	0.738	0	0
<b>TOTAL</b>	<b>4.47</b>	<b>4.696</b>	<b>3.958</b>	<b>3.958</b>

***CITY OF BARTLESVILLE***  
2010-11 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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2010 Accomplishments:

- Completed the Parks and Recreation Development Plan to provide guidance on the maintenance and future development of park and recreation facilities and programs to meet community demands
- Completed the master plan for the development of the city-owned southeast Bartlesville park site
- Using FY 2009 CDBG funding, began construction of new parking lot for Frontier Pool and construction of one new basketball court for Veterans' Park
- Began implementing elements of the Parks and Recreation Development Plan as directed by the Park Board and City Council and as funding permits
- Began a process to standardize lease agreements with the various users of the public park and recreation facilities to provide equity in the process
- Successfully wrote, submitted, and received approval of two FY 2009 State of Oklahoma Highway Tree Program grant applications which provides \$13,000 in matching funding for tree and shrub planting at Civitan Park and Jo Allyn Lowe Park

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***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**General Fund – Park and Recreation – Summary**  
**(continued)**

- 2011 Objectives:
- Continue efforts to divest of underutilized and unnecessary park land
  - Develop and seek approval of park maintenance standards and seek adequate funding to support the adherence to these standards
  - Continue efforts to strengthen partnerships with existing recreation providers in the community to ensure appropriate mix of program offers to meet the needs of Bartlesville residents, including development of partnership policies and agreements under the umbrella of the City of Bartlesville Park and Recreation Department
  - Continue efforts to take a leadership position in the community to market and educate the community on park and recreation services and opportunities (web site updates, public speaking opportunities, Facebook, Twitter, cross promotions and information dissemination with all recreation providers, etc.)

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

<b>FUND 101 GENERAL DEPT 431 PARK &amp; RECREATION</b>				
<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$941,451</b>	<b>\$941,582</b>	<b>\$809,271</b>	<b>\$820,332</b>	<b>\$820,332</b>

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***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**General Fund – Park and Recreation – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 467,104	\$ 489,258	\$ 445,549	\$ 417,000	\$ 410,842	\$ 410,842
51120 OVERTIME	609	2,000	1,572	2,100	2,100	2,100
51130 FICA	34,633	37,442	32,971	31,900	31,900	31,900
51140 GROUP INSURANCE	39,598	76,521	76,521	89,871	89,871	89,871
51150 DB RETIREMENT	55,528	59,347	53,093	74,600	74,600	74,600
51170 WORKER'S COMPENSATION	11,424	18,619	18,619	12,697	12,697	12,697
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 608,896</b>	<b>\$ 683,187</b>	<b>\$ 628,325</b>	<b>\$ 628,168</b>	<b>\$ 622,010</b>	<b>\$ 622,010</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 29,219	\$ 57,931	\$ 43,589	\$ 48,025	\$ 48,025	\$ 48,025
52310 UTILITIES & COMMUNICATIONS	28,563	33,197	24,540	33,197	33,197	33,197
52410 PROFESSIONAL SERVICES	58,007	2,300	450	4,000	4,000	4,000
52510 OTHER SERVICES	7,288	9,028	2,275	7,100	7,100	7,100
52610 MAINT. & REPAIR SERVICE	3,529	84	1,626	3,500	3,500	3,500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 126,606</b>	<b>\$ 102,540</b>	<b>\$ 72,480</b>	<b>\$ 95,822</b>	<b>\$ 95,822</b>	<b>\$ 95,822</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 6,878	\$ 5,320	\$ 1,066	\$ 3,000	\$ 3,000	\$ 3,000
53210 JANITORIAL SUPPLIES	3,680	2,805	2,985	3,000	3,000	3,000
53310 GENERAL SUPPLIES	35,537	40,180	19,000	28,000	28,000	28,000
53410 TOOLS & EQUIPMENT	1,651	5,419	3,109	4,000	4,000	4,000
53510 FUEL	29,644	30,119	20,931	22,000	22,000	22,000
53610 MAINT. & REPAIR MATERIALS	47,721	46,962	36,325	42,500	42,500	42,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 125,111</b>	<b>\$ 130,805</b>	<b>\$ 83,416</b>	<b>\$ 102,500</b>	<b>\$ 102,500</b>	<b>\$ 102,500</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**General Fund – Park and Recreation – Line Item Detail**  
**(continued)**

<b><i>CAPITAL OUTLAY</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 REQUEST</i></b>	<b><i>CITY MGR REC</i></b>	<b><i>2010-11 APPROVED</i></b>
55920 BUILDINGS & STRUCTURES	\$ 70,992	\$ 25,050	\$ 25,050	\$ -	\$ -	\$ -
55930 OTHER IMPROVEMENTS	79	-	-	-	-	-
55940 MACHINERY & EQUIPMENT	9,767	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 80,838</b>	<b>\$ 25,050</b>	<b>\$ 25,050</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><i>TOTAL BUDGET</i></b>	<b>\$ 941,451</b>	<b>\$ 941,582</b>	<b>\$ 809,271</b>	<b>\$ 826,490</b>	<b>\$ 820,332</b>	<b>\$ 820,332</b>

**CITY OF BARTLESVILLE**  
 2010-11 Operating Budget  
 General Fund – Park and Recreation – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 431 PARK & RECREATION**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2008-09 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2009-10 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGTED NUMBER OF EMPLOYEES</b>
Forester	1	1	1	0
Parks Director	1	0	0	0
Park and Recreation Asst Planner	0	1	1	1
Parks Supervisor	1	1	1	1
Equipment Operator	4	4	4	4
Pesticide Applicator	1	1	1	1
Maintenance Worker	4	4	1	1
1/2 Maint Worker (shared w/ Stadium)	0.5	0.5	0.5	0.5
1/2 Maint Worker (shared w/ Water)	0	0	2.25	1.5
Seasonal	1.25	1.25	1.25	1.25
<b>TOTAL</b>	<b>13.75</b>	<b>13.75</b>	<b>13</b>	<b>11.25</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**General Fund – Swimming Pools – Summary**

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

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

2010 Accomplishments:

- Completed construction of and opened the new Frontier Aquatics Facility by Memorial Day 2010
- Completed improvements at Sooner Pool, including the construction of the City's first splash pad
- Improved security at Sooner Pool
- Developed new programming opportunities to increase use of Sooner Pool
- Prepared and implemented a new Standard Operations Procedure Manual for Sooner Pool
- Completed launch operations training and preparation and implementation of a Standard Operations Procedure Manual for Frontier Aquatics Facility

2011 Objectives:

- Continue to develop programming opportunities to increase the use of Bartlesville's two public swimming pools, recognizing that each pool serves a different user group
- Increase revenues which come from swimming pool related activities.

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

**FUND 101 GENERAL  
DEPT 432 SWIMMING POOLS**

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$80,563</b>	<b>\$124,933</b>	<b>\$108,259</b>	<b>\$76,350</b>	<b>\$76,350</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**General Fund – Swimming Pools – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 40,057	\$ 51,509	\$ 39,962	\$ 32,000	\$ 32,000	\$ 32,000
51130 FICA	3,064	3,960	3,057	2,500	2,500	2,500
51180 UNEMPLOYMENT COMP	570	-	-	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 43,691</b>	<b>\$ 55,469</b>	<b>\$ 43,019</b>	<b>\$ 34,500</b>	<b>\$ 34,500</b>	<b>\$ 34,500</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 267	\$ 2,198	\$ 1,782	\$ 2,500	\$ 2,500	\$ 2,500
52310 UTILITIES & COMMUNICATIONS	8,586	7,738	7,673	7,700	7,700	7,700
52410 PROFESSIONAL SERVICES	4,350	12,441	12,362	-	-	-
52510 OTHER SERVICES	85	667	70	800	800	800
52610 MAINT. & REPAIR SERVICE	175	104	-	1,000	1,000	1,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 13,463</b>	<b>\$ 23,148</b>	<b>\$ 21,887</b>	<b>\$ 12,000</b>	<b>\$ 12,000</b>	<b>\$ 12,000</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ 3,772	\$ 7,000	\$ 600	\$ 600	\$ 600
53210 JANITORIAL SUPPLIES	402	710	210	750	750	750
53310 GENERAL SUPPLIES	14,388	32,658	33,000	24,500	24,500	24,500
53410 TOOLS & EQUIPMENT	-	3,765	-	500	500	500
53610 MAINT. & REPAIR MATERIALS	8,619	5,411	3,143	3,500	3,500	3,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 23,409</b>	<b>\$ 46,316</b>	<b>\$ 43,353</b>	<b>\$ 29,850</b>	<b>\$ 29,850</b>	<b>\$ 29,850</b>
<b>TOTAL BUDGET</b>	<b>\$ 80,563</b>	<b>\$ 124,933</b>	<b>\$ 108,259</b>	<b>\$ 76,350</b>	<b>\$ 76,350</b>	<b>\$ 76,350</b>



***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
General Fund – Swimming Pools – Personnel and Capital Detail

**FUND 101 GENERAL  
DEPT 432 SWIMMING POOLS**

***PERSONNEL SCHEDULE***

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**All pool personnel are seasonal part-time employees**

<b>Staff Estimate:</b>	<b>Frontier Pool</b>	<b>Hourly Rate</b>	<b>Hours/Week</b>
Pool Manager	1	\$11.75	40
Asst. Pool Manager	1	\$10.75	40
Head Guard	1	\$8.75	40
FT Life Guards (returning)	4	\$7.50	40
FT Life Guards (new)	1	\$7.25	40
PT Life Guards (returning)	0	\$7.50	20
PT Life Guards (new)	6	\$7.25	30
Cashiers	6	\$7.25	30

***CITY OF BARTLESVILLE***  
 2010-11 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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2010 Accomplishments:      N/A

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2011 Objectives:      N/A

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

<b>FUND 101 GENERAL DEPT 900 TRANSFERS</b>				
<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$371,484</b>	<b>\$275,532</b>	<b>\$275,532</b>	<b>\$313,256</b>	<b>\$313,256</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**General Fund – Transfers – Line Item Detail**

<b>TRANSFERS</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
59207 E 9-1-1 FUND	\$ -	\$ 157,635	\$ 157,635	\$ 212,908	\$ 212,908	\$ 212,908
59276 DOENGES MEMORIAL STADIUM	59,992	-	-	-	-	-
59513 ADAMS GOLF COURSE	311,492	117,897	117,897	100,348	100,348	100,348
<b>TOTAL TRANSFERS</b>	<b>\$ 371,484</b>	<b>\$ 275,532</b>	<b>\$ 275,532</b>	<b>\$ 313,256</b>	<b>\$ 313,256</b>	<b>\$ 313,256</b>
<b>TOTAL BUDGET</b>	<b>\$ 371,484</b>	<b>\$ 275,532</b>	<b>\$ 275,532</b>	<b>\$ 313,256</b>	<b>\$ 313,256</b>	<b>\$ 313,256</b>

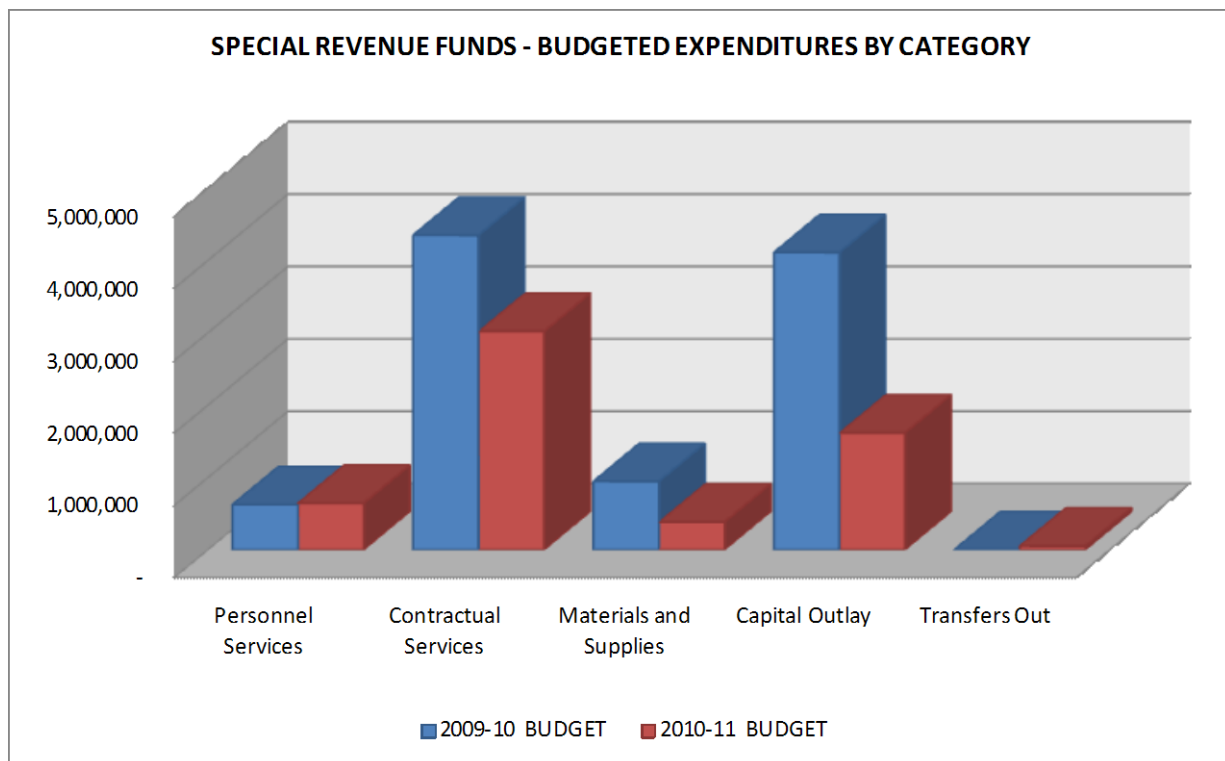
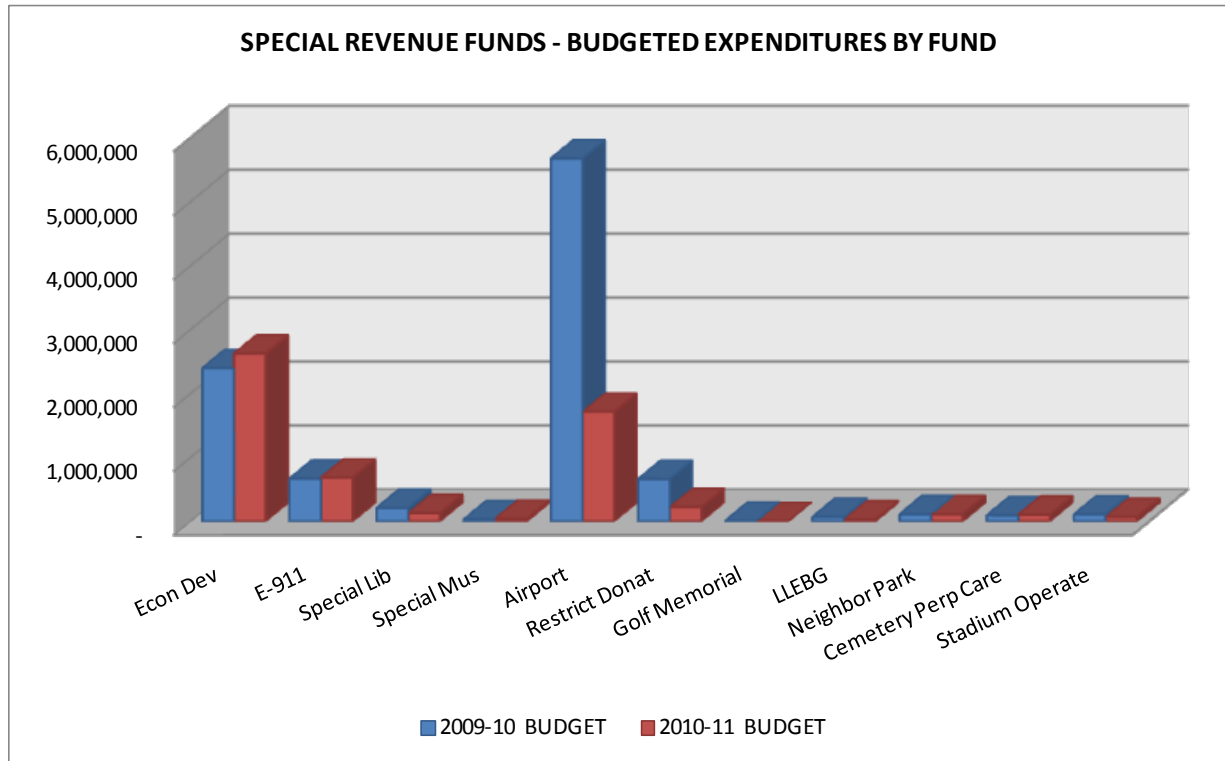
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# SPECIAL REVENUE FUNDS



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***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Special Revenue Funds – Expenditure Graphs**



**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Special Revenue Funds – Expenditure Summary by Fund

***Expenditures and Reserves***

<b>EXPENDITURES AND RESERVES BY FUND</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Economic Development	\$ 3,326,399	\$ 2,395,562	\$ 1,353,053	\$ 2,623,608
E-911	616,771	668,256	642,607	684,748
Special Library	125,601	211,595	184,454	129,173
Special Museum	-	31,500	18,000	40,200
Municipal Airport	243,441	5,675,376	3,960,537	1,714,006
Restricted Donations	161,249	662,547	497,363	222,449
Golf Course Memorial	21,018	8,468	7,541	3,268
JAG	-	68,954	44,000	29,396
Neighborhood Park	53,165	111,843	8,140	110,818
Cemetery Perpetual Care	2,252	94,120	5,000	103,691
Memorial Stadium Operating	53,288	108,312	42,681	68,167
GIS	3,857	-	-	-
<b>Total Expenditures and Reserves</b>	<b>\$ 4,607,041</b>	<b>\$10,036,533</b>	<b>\$ 6,763,376</b>	<b>\$ 5,729,524</b>



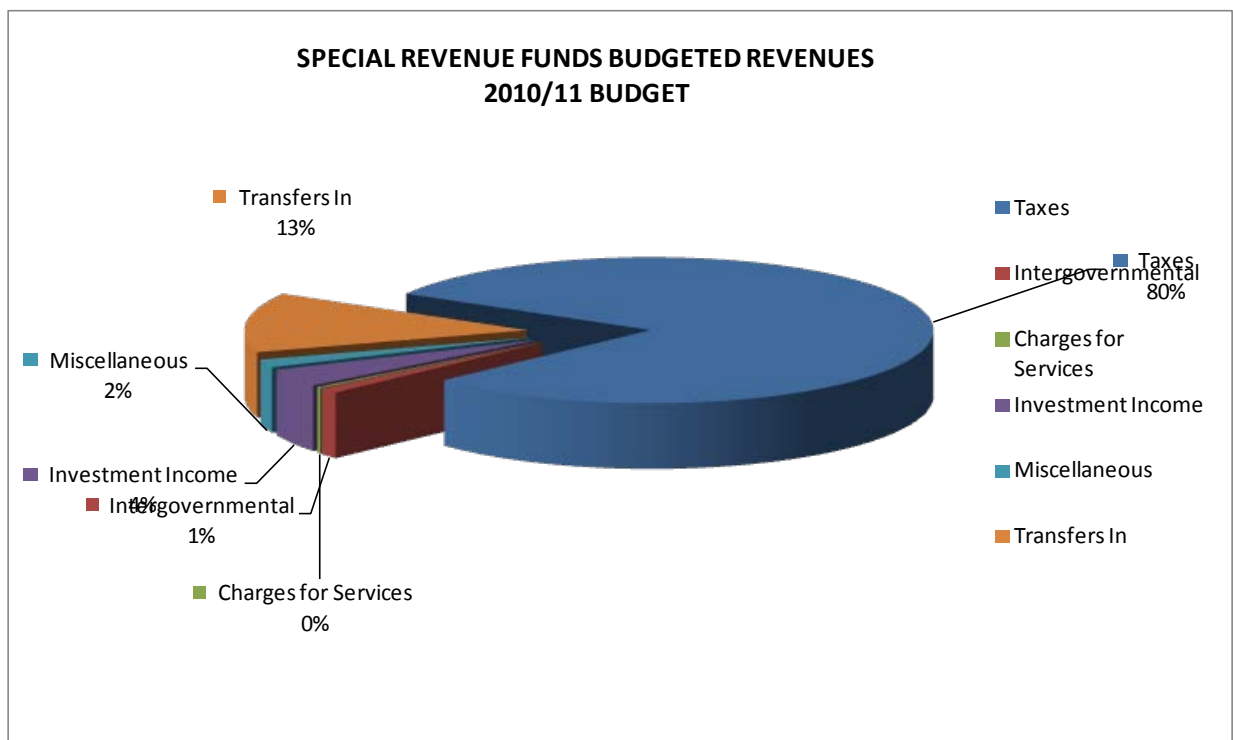
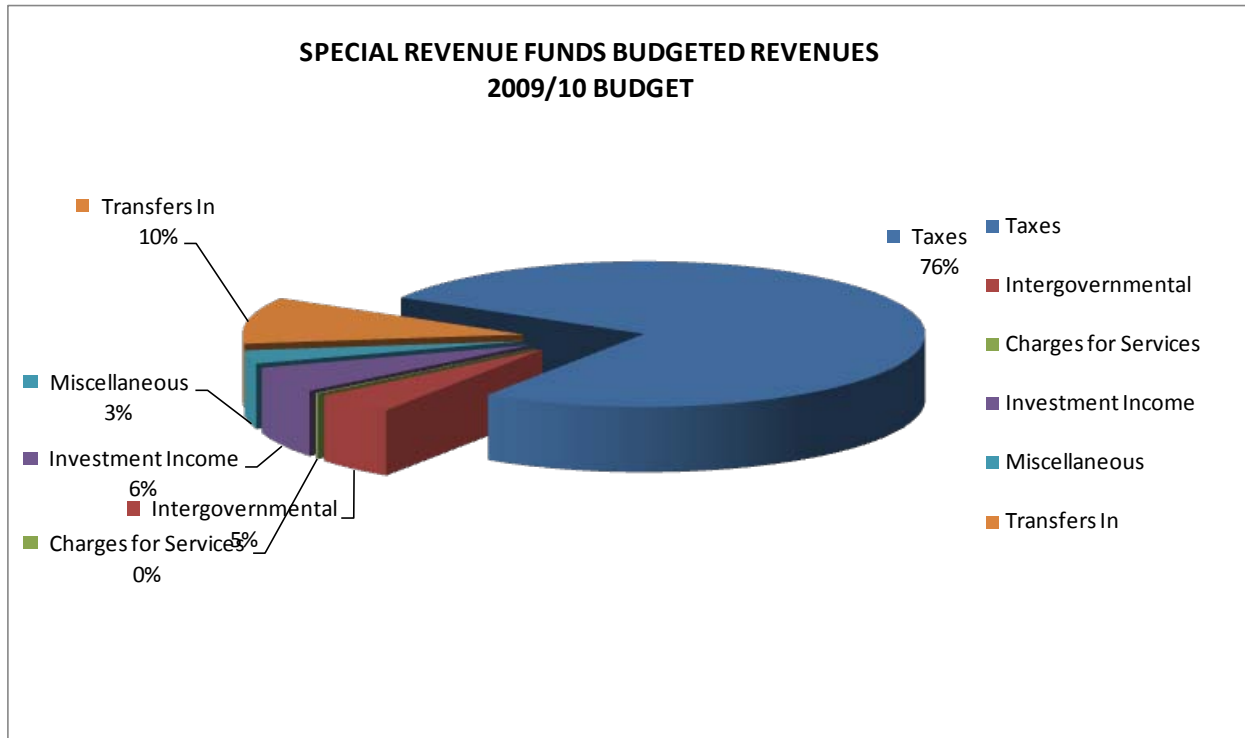
**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**Special Revenue Funds – Expenditure Summary by Line Item**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 450,433	\$ 461,557	\$ 463,906	\$ 483,904	\$ 478,016	\$ 478,016
51120 OVERTIME	2,938	3,100	1,877	3,200	3,200	3,200
51130 FICA	33,885	35,257	34,332	37,020	37,020	37,020
51140 GROUP INSURANCE	40,406	76,521	76,521	82,958	82,958	82,958
51150 RETIREMENT	54,001	47,757	36,973	41,088	41,088	41,088
51160 PENSION	513	-	-	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 582,176</b>	<b>\$ 624,192</b>	<b>\$ 613,609</b>	<b>\$ 648,170</b>	<b>\$ 642,282</b>	<b>\$ 642,282</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 6,598	\$ 25,460	\$ 8,114	\$ 15,704	\$ 15,704	\$ 15,704
52310 UTILITIES & COMMUNICATIONS	65,509	80,218	67,083	80,218	80,218	80,218
52410 PROFESSIONAL SERVICES	154,798	274,117	242,193	271,964	271,964	271,964
52510 OTHER SERVICES	1,383,521	1,463,282	130,973	1,692,328	1,692,328	1,692,328
52610 MAINT. & REPAIR SERVICE	9,687	370	1,030	6,338	6,338	6,338
52710 OPERATIONAL SERVICES	1,006,260	2,502,125	1,253,303	950,000	950,000	950,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 2,626,412</b>	<b>\$ 4,345,572</b>	<b>\$ 1,702,712</b>	<b>\$ 3,016,552</b>	<b>\$ 3,016,552</b>	<b>\$ 3,016,552</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 10,050	\$ 17,864	\$ 5,438	\$ 7,500	\$ 7,500	\$ 7,500
53210 JANITORIAL SUPPLIES	1,270	1,000	302	750	750	750
53310 GENERAL SUPPLIES	242,160	889,563	645,276	348,945	348,945	348,945
53410 TOOLS & EQUIPMENT	2,396	700	983	700	700	700
53510 FUEL	-	250	-	250	250	250
53610 MAINT. & REPAIR MATERIALS	32,774	35,194	10,883	25,268	25,268	25,268
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 288,650</b>	<b>\$ 944,571</b>	<b>\$ 662,882</b>	<b>\$ 383,413</b>	<b>\$ 383,413</b>	<b>\$ 383,413</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Special Revenue Funds – Expenditure Summary by Line Item**  
**(continued)**

<b>CAPITAL OUTLAY</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
55910 LAND	\$ 999,026	\$ -	\$ -	\$ -	\$ -	\$ -
55920 BUILDINGS & STRUCTURES	-	36,000	45,750	-	-	-
55930 OTHER IMPROVEMENTS	93,332	4,071,097	3,730,978	1,614,705	1,614,705	1,614,705
55940 MACHINERY & EQUIPMENT	7,623	-	-	-	-	-
55960 VEHICLES & EQUIPMENT	3,500	-	3,800	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 1,103,481</b>	<b>\$ 4,107,097</b>	<b>\$ 3,780,528</b>	<b>\$ 1,614,705</b>	<b>\$ 1,614,705</b>	<b>\$ 1,614,705</b>
<b>TRANSFERS OUT</b>						
59204 BOND FINANCING	\$ 6,322	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL TRANSFERS</b>	<b>\$ 6,322</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 51,346</b>	<b>\$ 51,346</b>	<b>\$ 51,346</b>
<b>TOTAL BUDGET</b>	<b>\$ 4,607,041</b>	<b>\$ 10,021,432</b>	<b>\$ 6,759,731</b>	<b>\$ 5,714,186</b>	<b>\$ 5,708,298</b>	<b>\$ 5,708,298</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Special Revenue Funds – Revenue Graphs**



**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**Special Revenue Funds – Revenue Summary by Source**

		<i>Revenues</i>			
<b>REVENUE BY SOURCE</b>		<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Sales Tax		\$ 1,314,860	\$ 1,296,468	\$ 1,217,832	\$ 1,187,386
Hotel-Motel Tax		148,246	143,000	135,824	136,500
Cigarette Tax		17,970	17,650	16,572	16,158
Franchise Tax		211,661	206,800	209,922	445,200
Intergovernmental		263,439	103,954	3,593,976	25,500
Charges for Services		25,413	3,700	5,681	5,600
Interest and Investment Income		214,620	125,430	112,008	89,010
Donations and Miscellaneous		537,988	64,800	129,489	39,670
Transfer In:	From BLTA	58,773	38,000	38,000	40,000
	From Golf Course	-	-	-	-
	From General	59,992	157,635	157,635	212,908
	From History Museum Trust	-	31,500	31,500	42,516
Fund Balance		6,211,808	3,934,740	4,630,572	3,750,470
<b>Total Available for Appropriation</b>		<b>\$ 9,064,770</b>	<b>\$ 6,123,677</b>	<b>\$10,279,011</b>	<b>\$ 5,990,918</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Special Revenue Funds – Personnel Summary

<i>Personnel</i>				
<b>PERSONNEL COUNTS BY DEPARTMENT</b>	<b>2008-09 ACTUAL FTEs</b>	<b>2009-10 BUDGETED FTEs</b>	<b>2009-10 ACTUAL FTEs</b>	<b>2010-11 BUDGETED FTEs</b>
E-911 Fund:				
Dispatch	12	12	12	12
Special Library:				
Library	1	1	1	1
Special Museum:				
Museum	0	0	0	0.5
Memorial Stadium Operating Fund:				
Doenges Memorial Stadium	0.5	0.5	0.5	0.5
<b>Total Expenditures</b>	<b>13.5</b>	<b>13.5</b>	<b>13.5</b>	<b>14</b>

***CITY OF BARTLESVILLE***  
2010-11 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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2010 Accomplishments:

- Instituted national search and successfully recruited experienced BDC President and CEO
- BDC-initiated Hilton Garden Inn project opened in Downtown Bartlesville in June
- Identified rail-served brownfield site and is working with OK Department of Environmental Quality to achieve market viability
- Facilitated BRTA meetings and provided staff support in the absence of BRTA Development Director
- Hosted the Lone Star Conference & Western National Gymnastics for a combined economic impact of 1.75 million dollars

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2011 Objectives:

- Refresh the community's five-year economic development plan and validate targeted-industry sectors
- Launch an aggressive business recruitment campaign to grow primary sector employment for the City of Bartlesville and surrounding areas
- Assist with the retention and expansion of existing employers.
- Increase Sales Tax collections through destination-retail recruitment and increased visitor-related expenditures
- Revamp website and marketing collateral for targeted audiences

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***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Economic Development Fund – Summary  
(continued)

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

FUND 203 ECONOMIC DEVELOPMENT DEPT 538 ECONOMIC DEVELOPMENT				
2008-09 ACTUAL	2009-10 BUDGET	2009-10 ESTIMATE	2010-11 CITY MGR RECOMMENDS	2010-11 APPROVED BUDGET
\$3,326,399	\$2,395,562	\$1,353,053	\$2,623,608	\$2,623,608

**CITY OF BARTLESVILLE**  
 2010-11 Operating Budget  
 Economic Development Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Economic Development	\$ 3,326,399	\$ 2,395,562	\$ 1,353,053	\$ 2,623,608
<b>Total Expenditures</b>	<b>\$ 3,326,399</b>	<b>\$ 2,395,562</b>	<b>\$ 1,353,053</b>	<b>\$ 2,623,608</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Sales Tax	\$ 1,314,860	\$ 1,296,468	\$ 1,217,832	\$ 1,187,386
Hotel-Motel Tax	148,246	143,000	135,824	136,500
Cigarette Tax	17,970	17,650	16,572	16,158
Interest and Investment Income	85,397	26,040	32,784	29,430
Donations and Miscellaneous	15,000	-	-	-
 Fund Balance	 2,949,584	 912,404	 1,204,175	 1,254,134
<b>Total Available for Appropriation</b>	<b>\$ 4,531,057</b>	<b>\$ 2,395,562</b>	<b>\$ 2,607,187</b>	<b>\$ 2,623,608</b>



***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Economic Development Fund – Economic Development – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
52410 PROFESSIONAL SERVICES	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -
52510 OTHER SERVICES	1,368,754	1,445,562	99,750	1,673,608	1,673,608	1,673,608
52710 OPERATIONAL SERVICES	937,887	950,000	1,253,303	950,000	950,000	950,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 2,336,641</b>	<b>\$ 2,395,562</b>	<b>\$ 1,353,053</b>	<b>\$ 2,623,608</b>	<b>\$ 2,623,608</b>	<b>\$ 2,623,608</b>
<b>CAPITAL OUTLAY</b>						
55910 LAND	\$ 989,758	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 989,758</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 3,326,399</b>	<b>\$ 2,395,562</b>	<b>\$ 1,353,053</b>	<b>\$ 2,623,608</b>	<b>\$ 2,623,608</b>	<b>\$ 2,623,608</b>

# ***CITY OF BARTLESVILLE***

## **2010-11 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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**2010 Accomplishments:**

- Dispatched over 31,000 calls
- Handled over 11,000 911 calls for service
- 4,254 911 calls dispatched to Bartlesville Police

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**2011 Objectives:**

- Implement a wireless solution to allow for Phase I and Phase II wireless information availability in E911 center

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

***CITY OF BARTLESVILLE***

2010-11 Operating Budget

E-911 Fund – Summary

(continued)

FUND 207 E-911 DEPT 275 EMERGENCY DISPATCH				
2006-07 ACTUAL	2009-10 BUDGET	2009-10 ESTIMATE	2010-11 CITY MGR RECOMMENDS	2010-11 APPROVED BUDGET
\$616,771	\$653,155	\$642,607	\$674,473	\$674,473

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
E-911 Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Emergency Dispatch	\$ 616,771	\$ 653,155	\$ 642,607	\$ 674,473
Reserves:       Compensated Absences Reserve	-	15,101	-	10,275
<b>Total Expenditures and Reserves</b>	<b>\$ 616,771</b>	<b>\$ 668,256</b>	<b>\$ 642,607</b>	<b>\$ 684,748</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
E-911 Service Tax	\$ 211,661	\$ 206,800	\$ 209,922	\$ 205,700
E-911 Wireless Fee	225,585	226,600	234,835	239,500
Charges for Services	2,200	2,400	2,475	2,400
Interest and Investment Income	4,735	1,290	576	150
Transfer In:       General		157,635	157,635	212,908
Fund Balance	265,959	92,215	61,254	24,090
<b>Total Available for Appropriation</b>	<b>\$ 710,140</b>	<b>\$ 686,940</b>	<b>\$ 666,697</b>	<b>\$ 684,748</b>

**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**E-911 Fund – Emergency Dispatch – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 419,764	\$ 419,877	\$ 422,295	\$ 433,000	\$ 427,112	\$ 427,112
51120 OVERTIME	2,938	3,100	1,877	3,200	3,200	3,200
51130 FICA	31,597	32,053	31,271	33,027	33,027	33,027
51140 GROUP INSURANCE	40,406	76,521	76,521	82,958	82,958	82,958
51150 DB RETIREMENT	50,278	42,696	31,936	34,200	34,200	34,200
51155 DC RETIREMENT	-	-	3,645	10,100	10,100	10,100
51160 PENSION	513	-	-	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 545,496</b>	<b>\$ 574,247</b>	<b>\$ 567,545</b>	<b>\$ 596,485</b>	<b>\$ 590,597</b>	<b>\$ 590,597</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 435	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
52310 UTILITIES & COMMUNICATIONS	56,668	68,218	55,997	68,218	68,218	68,218
52510 OTHER SERVICES	6,600	6,720	17,205	6,720	6,720	6,720
52610 MAINT. & REPAIR SERVICE	5,543	370	1,000	5,338	5,338	5,338
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 69,246</b>	<b>\$ 76,308</b>	<b>\$ 74,202</b>	<b>\$ 81,276</b>	<b>\$ 81,276</b>	<b>\$ 81,276</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 2,029	\$ 2,000	\$ 438	\$ 2,000	\$ 2,000	\$ 2,000
53310 GENERAL SUPPLIES	-	500	422	500	500	500
53610 MAINT. & REPAIR MATERIALS	-	100	-	100	100	100
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 2,029</b>	<b>\$ 2,600</b>	<b>\$ 860</b>	<b>\$ 2,600</b>	<b>\$ 2,600</b>	<b>\$ 2,600</b>
<b>TOTAL BUDGET</b>	<b>\$ 616,771</b>	<b>\$ 653,155</b>	<b>\$ 642,607</b>	<b>\$ 680,361</b>	<b>\$ 674,473</b>	<b>\$ 674,473</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
E-911 Fund – Emergency Dispatch – Personnel and Capital Detail

FUND 207 E-911  
DEPT 275 EMERGENCY DISPATCH

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2008-09 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2010-11 BUDGTED NUMBER OF EMPLOYEES</i></b>
Emergency Comm. Tech	12	12	12	12
<b>TOTAL</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>

## ***CITY OF BARTLESVILLE***

### **2010-11 Operating Budget**

#### **Special Library Fund – Summary**

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

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

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**2010 Accomplishments:**

- The Bartlesville Library Trust Authority allocated more than \$48,000 for collection materials this fiscal year
- From monies received from a ConocoPhillips Grant, the Library created two new collections and literacy services
- The Friends of the Library supplied monies to purchase a new paperback book rack, CD rack, two information kiosk towers, and two brochure racks
- The Friends provided funds for the summer reading program, Battle of the Books, and this first annual Lego's contest

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**2011 Objectives:**

- Secure funding through various resources to continue and expand literacy services program
- Continue to provide a superior collection by purchasing materials with monies allocated by the Bartlesville Library Trust Authority and grants
- Secure the funding needed to continue popular programs such as the summer reading program and Battle of the Books

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

**FUND 208 SPECIAL LIBRARY  
DEPT 421 LIBRARY**

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<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$125,601</b>	<b>\$211,595</b>	<b>\$184,454</b>	<b>\$128,450</b>	<b>\$128,450</b>

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**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Special Library Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Library	\$ 125,601	\$ 211,595	\$ 184,454	\$ 128,450
Reserves:       Compensated Absences Reserve	-	-	-	723
<b>Total Expenditures</b>	<b>\$ 125,601</b>	<b>\$ 211,595</b>	<b>\$ 184,454</b>	<b>\$ 129,173</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Intergovernmental	\$ 29,023	\$ 35,000	\$ 33,339	\$ 25,500
Interest and Investment Income	10,641	8,100	6,871	6,120
Donations and Miscellaneous	68,664	30,000	32,237	14,770
Transfer In:       From BLTA	58,773	38,000	38,000	40,000
Fund Balance	266,433	177,669	307,931	233,924
<b>Total Available for Appropriation</b>	<b>\$ 433,534</b>	<b>\$ 288,769</b>	<b>\$ 418,378</b>	<b>\$ 320,314</b>



***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Special Library Fund – Library – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 25,760	\$ 29,776	\$ 29,200	\$ 30,000	\$ 30,000	\$ 30,000
51130 FICA	1,960	2,211	2,228	2,300	2,300	2,300
51150 DB RETIREMENT	3,127	3,573	3,526	5,400	5,400	5,400
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 30,847</b>	<b>\$ 35,560</b>	<b>\$ 34,954</b>	<b>\$ 37,700</b>	<b>\$ 37,700</b>	<b>\$ 37,700</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 1,552	\$ 7,500	\$ 750	\$ 650	\$ 650	\$ 650
52510 OTHER SERVICES	7,599	-	3,000	3,000	3,000	3,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 9,151</b>	<b>\$ 7,500</b>	<b>\$ 3,750</b>	<b>\$ 3,650</b>	<b>\$ 3,650</b>	<b>\$ 3,650</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 8,021	\$ 15,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
53310 GENERAL SUPPLIES	77,582	152,535	95,000	82,100	82,100	82,100
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 85,603</b>	<b>\$ 167,535</b>	<b>\$ 100,000</b>	<b>\$ 87,100</b>	<b>\$ 87,100</b>	<b>\$ 87,100</b>
<b>CAPITAL OUTLAY</b>						
55920 BUILDINGS & STRUCTURES	\$ -	\$ 1,000	\$ 45,750	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ 45,750</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 125,601</b>	<b>\$ 211,595</b>	<b>\$ 184,454</b>	<b>\$ 128,450</b>	<b>\$ 128,450</b>	<b>\$ 128,450</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Special Library Fund – Library – Personnel and Capital Detail

FUND 208 SPECIAL LIBRARY  
DEPT 421 LIBRARY

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2008-09 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2010-11 BUDGTED NUMBER OF EMPLOYEES</i></b>
Literacy Coordinator	1	1	1	1
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 Special Museum Fund – Summary

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

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

2010 Accomplishments:

- Four display cases were built for the Museum
- The HMTA provided funds for the continuation of four billboards featuring photos of early Bartlesville
- Two scanners were purchased for the digitalization project
- Additional hours for the Education Coordinator were provided by the HMTA expanding the Museum programs

2011 Objectives:

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

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

<b>FUND 209 SPECIAL MUSEUM DEPT 425 MUSUEM</b>				
<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$0</b>	<b>\$31,500</b>	<b>\$18,000</b>	<b>\$40,200</b>	<b>\$40,200</b>

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Special Museum Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Museum	\$ -	\$ 31,500	\$ 18,000	\$ 40,200
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 31,500</b>	<b>\$ 18,000</b>	<b>\$ 40,200</b>

***Revenues***

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ 255	\$ 200
Donations and Miscellaneous	752	-	5,559	-
Transfer In: History Musuem Trust	-	31,500	31,500	42,516
Fund Balance	-	344	752	20,066
<b>Total Available for Appropriation</b>	<b>\$ 752</b>	<b>\$ 31,844</b>	<b>\$ 38,066</b>	<b>\$ 62,782</b>

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Special Museum Fund – Museum – Line Item Detail

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ -	\$ -	\$ -	\$ 9,000	\$ 9,000	\$ 9,000
51130 FICA	-	-	-	700	700	700
<b>TOTAL PERSONAL SERVICES</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 9,700</u>	<u>\$ 9,700</u>	<u>\$ 9,700</u>
<b>CONTRACTUAL SERVICES</b>						
52410 PROFESSIONAL SERVICES	\$ -	\$ 16,000	\$ 5,000	\$ 14,500	\$ 14,500	\$ 14,500
52510 OTHER SERVICES	-	10,500	10,500	8,500	8,500	8,500
<b>TOTAL CONTRACTUAL SERVICES</b>	<u>\$ -</u>	<u>\$ 26,500</u>	<u>\$ 15,500</u>	<u>\$ 23,000</u>	<u>\$ 23,000</u>	<u>\$ 23,000</u>
<b>MATERIALS &amp; SUPPLIES</b>						
53310 GENERAL SUPPLIES	\$ -	\$ 2,500	\$ 2,500	\$ 7,500	\$ 7,500	\$ 7,500
53610 MAINT. & REPAIR MATERIALS	-	2,500	-	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<u>\$ -</u>	<u>\$ 5,000</u>	<u>\$ 2,500</u>	<u>\$ 7,500</u>	<u>\$ 7,500</u>	<u>\$ 7,500</u>
<b>TOTAL BUDGET</b>	<u>\$ -</u>	<u>\$ 31,500</u>	<u>\$ 18,000</u>	<u>\$ 40,200</u>	<u>\$ 40,200</u>	<u>\$ 40,200</u>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Special Museum Fund – Museum – Personnel and Capital Detail

**FUND 209 SPECIAL MUSEUM  
DEPT 425 MUSUEM**

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2008-09 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2010-11 BUDGTED NUMBER OF EMPLOYEES</i></b>
Special Projects Clerk	0	0	0	0.5
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.5</b>

***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 Municipal Airport Fund – Summary

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

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

2010 Accomplishments:

- Completed 4,500ft of concrete overlay on the runway
- Designed and bid taxiway lights and distance remaining signs
- Revised capital 5-year plans for the Oklahoma Aeronautics Commission and FAA

2011 Objectives:

- Complete construction of the taxiway lights and distance remaining signs
- Complete an obstruction survey to determine the feasibility of pursuing instrument landing systems for the airport

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

**FUND 240 MUNICIPAL AIRPORT  
DEPT 147 AIRPORT**

2008-09 ACTUAL	2009-10 BUDGET	2009-10 ESTIMATE	2010-11 CITY MGR RECOMMENDS	2010-11 APPROVED BUDGET
\$243,441	\$5,675,376	\$3,960,537	\$1,714,006	\$1,714,006

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Municipal Airport Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Airport	\$ 243,441	\$ 5,675,376	\$ 3,960,537	\$ 1,714,006
<b>Total Expenditures</b>	<b>\$ 243,441</b>	<b>\$ 5,675,376</b>	<b>\$ 3,960,537</b>	<b>\$ 1,714,006</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Intergovernmental	\$ 25,208	\$ -	\$ 3,491,683	\$ -
Interest and Investment Income	80,253	63,000	50,913	45,810
Donations and Miscellaneous	88,077	-	-	-
Fund Balance	2,154,113	2,046,625	2,086,137	1,668,196
<b>Total Available for Appropriation</b>	<b>\$ 2,347,651</b>	<b>\$ 2,109,625</b>	<b>\$ 5,628,733</b>	<b>\$ 1,714,006</b>



***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Municipal Airport Fund – Airport – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
52210 FINANCIAL SERVICES	\$ 10	\$ -	\$ 16	\$ -	\$ -	\$ -
52410 PROFESSIONAL SERVICES	81,000	257,464	232,464	257,464	257,464	257,464
52510 OTHER SERVICES	-	-	490	-	-	-
52610 MAINT. & REPAIR SERVICE	1,625	-	-	-	-	-
52710 OPERATIONAL SERVICES	68,373	1,552,125	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 151,008</b>	<b>\$ 1,809,589</b>	<b>\$ 232,970</b>	<b>\$ 257,464</b>	<b>\$ 257,464</b>	<b>\$ 257,464</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53610 MAINT. & REPAIR MATERIALS	\$ 3,028	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 3,028</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>						
55930 OTHER IMPROVEMENTS	89,405	3,865,787	3,727,567	1,456,542	1,456,542	1,456,542
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 89,405</b>	<b>\$ 3,865,787</b>	<b>\$ 3,727,567</b>	<b>\$ 1,456,542</b>	<b>\$ 1,456,542</b>	<b>\$ 1,456,542</b>
<b>TOTAL BUDGET</b>	<b>\$ 243,441</b>	<b>\$ 5,675,376</b>	<b>\$ 3,960,537</b>	<b>\$ 1,714,006</b>	<b>\$ 1,714,006</b>	<b>\$ 1,714,006</b>

***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 Restricted Donations Fund – Summary

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

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

2010 Accomplishments:

- Purchase operating equipment and supplies otherwise unavailable through reduced budgetary funds
- Improve firearms training program
- Improvements to Frontier Pool

2011 Objectives:

- Funding for specialized training
- Purchase ballistic plates and vests for special operations team

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

**FUND 243 RESTRICTED DONATIONS  
ALL DEPARTMENTS**

2008-09 ACTUAL	2009-10 BUDGET	2009-10 ESTIMATE	2010-11 CITY MGR RECOMMENDS	2010-11 APPROVED BUDGET
\$ 161,249	\$ 662,547	\$ 497,363	\$ 222,449	\$ 222,449

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Restricted Donations Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
General Services	\$ -	\$ 3,814	\$ -	\$ 5,427
Community Development	-	1,700	717	931
Fire	13,406	66,498	16,428	59,231
Police	140,368	156,868	85,822	107,469
Park and Recreation	1,500	47,114	7,843	45,191
Swimming Pools	5,975	334,360	334,360	1,138
Stadium	-	-	-	3,062
Transfers Out: 2007 G.O. Bond fund	-	52,193	52,193	-
<b>Total Expenditures</b>	<b>\$ 161,249</b>	<b>\$ 662,547</b>	<b>\$ 497,363</b>	<b>\$ 222,449</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Intergovernmental	\$ 209,208	\$ -	\$ -	\$ -
Interest and Investment Income	21,599	17,820	12,341	-
Donations and Miscellaneous	309,344	7,500	58,450	-
Fund Balance	270,160	413,767	649,021	222,449
<b>Total Available for Appropriation</b>	<b>\$ 810,311</b>	<b>\$ 439,087</b>	<b>\$ 719,812</b>	<b>\$ 222,449</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Restricted Donations Fund – Expense Outlay Detail

**FUND 243 SPECIAL REVENUE  
ALL DEPARTMENTS**

*Expense Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>08/09 ACTUAL</b>	<b>09/10 BUDGET</b>	<b>09/10 ESTIMATE</b>	<b>10/11 BUDGET</b>
170	04037	Homeland Security	\$ -	\$ 3,814	\$ -	\$ 5,427
180	10034	Bicycle Rodeo	-	1,700	717	931
250	99005	Albright Fire Trust	13,406	56,498	6,428	58,794
250	08024	Fire Station #3	-	-	-	437
250	10043	Walton Family	-	10,047	10,047	-
270	10043	Walton Family	-	10,047	10,047	-
270	NA	Police	-	94,175	59,389	-
270	99006	Albright Police Trust	70,736	-	-	559
270	99030	Police Reserve	-	-	-	1,552
270	99031	Police Explorer	1,100	1,200	-	1,782
270	99028	Federal Drug Task Force Reimbursements	68,532	35,000	-	103,576
270	99027	State Drug Seizures	-	-	-	-
270	10041	Cherokee Nation Gun Rack	-	16,493	16,493	-
431	00016	Centennial Plaza	1,500	38,614	343	39,377
431	10023	Bruce Goff Tower	-	-	-	620
431	10024	Dog Park Donations	-	1,000	-	4,880
431	10045	Leadership Bartlesville Class XIX Project	-	7,500	7,500	-
431	99033	Sante Fe Engine Preservation	-	-	-	314
432	08029	Frontier Park Project	5,975	334,360	334,360	1,138
476	10026	Stadium renovations	-	-	-	3,062
900	06041	Camelot/Southport Intersection	-	52,193	52,193	-
<b>TOTAL</b>			<b>\$ 161,249</b>	<b>\$ 662,641</b>	<b>\$ 497,517</b>	<b>\$ 222,449</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Golf Course Memorial Fund – Summary

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

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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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2010 Accomplishments:

- Purchased a greens spiker to help control algae on the greens thus reducing chemical cost
- Installed irrigation in 4 high play rough areas, allowing us to maintain the cool season grass in these areas
- Have built 2 misting stations to be used by golfers in the extreme heat

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2011 Objectives:

- To continue to hold golf tournaments to raise money for improvements
- Install a deck with new scoreboard and outdoor cooking facilities to be used during tournaments

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

***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 Golf Course Memorial Fund – Summary  
 (continued)

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

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$14,696</b>	<b>\$8,468</b>	<b>\$7,541</b>	<b>\$3,268</b>	<b>\$3,268</b>

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

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$6,322</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Golf Course Memorial Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Municipal Golf Course	\$ 14,696	\$ 8,468	\$ 7,541	\$ 3,268
Transfers Out: Bond Financing	6,322	-	-	-
<b>Total Expenditures</b>	<b>\$ 21,018</b>	<b>\$ 8,468</b>	<b>\$ 7,541</b>	<b>\$ 3,268</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Charges for Services	\$ 21,296	\$ -	\$ -	\$ -
Interest and Investment Income	348	180	51	-
Donations and Miscellaneous	2,325	-	2,238	-
Fund Balance	4,944	8,288	8,520	3,268
<b>Total Available for Appropriation</b>	<b>\$ 28,913</b>	<b>\$ 8,468</b>	<b>\$ 10,809</b>	<b>\$ 3,268</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Golf Course Memorial Fund – Golf Course – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
52510 OTHER SERVICES	\$ 202	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 202</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53310 GENERAL SUPPLIES	\$ 1,362	\$ -	\$ 19	\$ -	\$ -	\$ -
53410 TOOLS & EQUIPMENT	2,001	-	983	-	-	-
53610 MAINT. & REPAIR MATERIALS	\$ 4,752	\$ 8,468	\$ 2,739	\$ 3,268	\$ 3,268	\$ 3,268
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 8,115</b>	<b>\$ 8,468</b>	<b>\$ 3,741</b>	<b>\$ 3,268</b>	<b>\$ 3,268</b>	<b>\$ 3,268</b>
<b>CAPITAL OUTLAY</b>						
55940 MACHINERY & EQUIPMENT	\$ 2,879	\$ -	\$ -	\$ -	\$ -	\$ -
55960 VEHICLES & EQUIPMENT	3,500	-	3,800	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 6,379</b>	<b>\$ -</b>	<b>\$ 3,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 14,696</b>	<b>\$ 8,468</b>	<b>\$ 7,541</b>	<b>\$ 3,268</b>	<b>\$ 3,268</b>	<b>\$ 3,268</b>



***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Golf Course Memorial Fund – Transfers – Line Item Detail

<b>TRANSFERS OUT</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
59204 BOND FINANCING	\$ 6,322	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL TRANSFERS</b>	<u>\$ 6,322</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>TOTAL BUDGET</b>	<u>\$ 6,322</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

# ***CITY OF BARTLESVILLE***

## **2010-11 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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**2010 Accomplishments:**

- Purchase rifles for all sworn officers who currently do not have a rifle

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**2011 Objectives:**

- Purchase Glock handguns to replace aging Berettas
- Purchase laser surveying system for accurate measurements in crime scenes and automobile accidents

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

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

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$0</b>	<b>\$68,954</b>	<b>\$44,000</b>	<b>\$29,396</b>	<b>\$29,396</b>

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**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
JAG Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Police	\$ -	\$ 68,954	\$ 44,000	\$ 29,396
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 68,954</b>	<b>\$ 44,000</b>	<b>\$ 29,396</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Intergovernmental	\$ -	\$ 68,954	\$ 68,954	\$ -
Interest and Investment Income	182	90	1,015	1,000
Fund Balance	4,753	4,913	2,427	28,396
<b>Total Available for Appropriation</b>	<b>\$ 4,935</b>	<b>\$ 73,957</b>	<b>\$ 72,396</b>	<b>\$ 29,396</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**JAG Fund – Police – Line Item Detail**

<b>MATERIALS &amp; SUPPLIES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
53310 GENERAL SUPPLIES	\$ -	\$ 68,954	\$ 44,000	\$ 29,396	\$ 29,396	\$ 29,396
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<u>\$ -</u>	<u>\$ 68,954</u>	<u>\$ 44,000</u>	<u>\$ 29,396</u>	<u>\$ 29,396</u>	<u>\$ 29,396</u>
<b>TOTAL BUDGET</b>	<u>\$ -</u>	<u>\$ 68,954</u>	<u>\$ 44,000</u>	<u>\$ 29,396</u>	<u>\$ 29,396</u>	<u>\$ 29,396</u>

***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 Neighborhood Park Fund – Summary

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

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

2010 Accomplishments: • Completed the Parks and Recreation Development plan to provide guidance on the maintenance and future development of park and recreation facilities and programs

2011 Objectives: • Continue to develop and improve Bartlesville's Park and Recreation system in conjunction with the development of new residential subdivisions

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

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

2008-09 ACTUAL	2009-10 BUDGET	2009-10 ESTIMATE	2010-11 CITY MGR RECOMMENDS	2010-11 APPROVED BUDGET
\$53,165	\$111,843	\$8,140	\$59,472	\$59,472

**FUND 271 NEIGHBORHOOD PARK  
DEPT 900 TRANSFERS**

2008-09 ACTUAL	2009-10 BUDGET	2009-10 ESTIMATE	2010-11 CITY MGR RECOMMENDS	2010-11 APPROVED BUDGET
\$0	\$0	\$0	\$51,346	\$51,346

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Neighborhood Park Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Park and Recreation	\$ 53,165	\$ 111,843	\$ 8,140	\$ 59,472
Transfers Out: BMA - General	-	-	-	51,346
<b>Total Expenditures</b>	<b>\$ 53,165</b>	<b>\$ 111,843</b>	<b>\$ 8,140</b>	<b>\$ 110,818</b>

***Revenues***

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Interest and Investment Income	\$ 4,844	\$ 3,960	\$ 2,579	\$ 2,250
Donations and Miscellaneous	4,950	-	3,445	-
Fund Balance	154,080	105,258	110,684	108,568
<b>Total Available for Appropriation</b>	<b>\$ 163,874</b>	<b>\$ 109,218</b>	<b>\$ 116,708</b>	<b>\$ 110,818</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Neighborhood Park Fund – Park and Recreation – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
52410 PROFESSIONAL SERVICES	\$ 39,941	\$ 653	\$ 4,729	\$ -	\$ -	\$ -
52950 MISCELLANEOUS	29	-	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 39,970</b>	<b>\$ 653</b>	<b>\$ 4,729</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>						
55910 LAND	\$ 9,268	\$ -	-	\$ -	\$ -	\$ -
55920 BUILDINGS & STRUCTURES	-	-	-	-	-	-
55930 OTHER IMPROVEMENTS	\$ 3,927	\$ 111,190	\$ 3,411	\$ 59,472	\$ 59,472	\$ 59,472
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 13,195</b>	<b>\$ 111,190</b>	<b>\$ 3,411</b>	<b>\$ 59,472</b>	<b>\$ 59,472</b>	<b>\$ 59,472</b>
<b>TOTAL BUDGET</b>	<b>\$ 53,165</b>	<b>\$ 111,843</b>	<b>\$ 8,140</b>	<b>\$ 59,472</b>	<b>\$ 59,472</b>	<b>\$ 59,472</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Neighborhood Park Fund – Transfers – Line Item Detail**

<b>TRANSFERS OUT</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
59720 BMA - GENERAL	-	-	-	51,346	51,346	51,346
<b>TOTAL TRANSFERS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 51,346</b>	<b>\$ 51,346</b>	<b>\$ 51,346</b>
<b>TOTAL BUDGET</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 51,346</b>	<b>\$ 51,346</b>	<b>\$ 51,346</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Cemetery Perpetual Care Fund – Summary**

**Fund Mission:** To expand and improve the City owned White Rose Cemetery utilizing State mandated funds and all accrued earnings.

**Fund Description:** The Cemetery Perpetual Care fund is mandated by State Law for operators of cemeteries. A portion of each lot sale and interment income is required to be deposited in the fund. Principal may only be used for capital improvements to the cemetery and for purchase of land. Interest and other income may be used for operations.

**2010 Accomplishments:** N/A

**2011 Objectives:** N/A

**Budget Highlights:** The only budgeted expenditures for this fund are for paving the roads within the cemetery, replacement of benches, cleaning up/improving former office site, fencing around new office and various improvements to the cemetery.

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

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$2,252</b>	<b>\$94,120</b>	<b>\$5,000</b>	<b>\$103,691</b>	<b>\$103,691</b>



**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Cemetery Perpetual Care Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Cemetery	\$ 2,252	\$ 94,120	\$ 5,000	\$ 103,691
<b>Total Expenditures</b>	<b>\$ 2,252</b>	<b>\$ 94,120</b>	<b>\$ 5,000</b>	<b>\$ 103,691</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Charges for Services	\$ 1,907	\$ 1,300	\$ 3,206	\$ 3,200
Interest and Investment Income	3,526	2,700	2,368	2,070
Donations and Miscellaneous	1,404	-	1,585	-
Fund Balance	91,961	90,120	96,532	98,691
<b>Total Available for Appropriation</b>	<b>\$ 98,798</b>	<b>\$ 94,120</b>	<b>\$ 103,691</b>	<b>\$ 103,961</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Cemetery Perpetual Care Fund – Cemetery – Line Item Detail**

<b>MATERIALS &amp; SUPPLIES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
53310 GENERAL SUPPLIES	\$ 600	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
53610 MAINT. & REPAIR MATERIALS	1,652	-	-	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 2,252</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
<b>CAPITAL OUTLAY</b>						
55930 OTHER IMPROVEMENTS	\$ -	\$ 94,120	\$ -	\$ 98,691	\$ 98,691	\$ 98,691
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ 94,120</b>	<b>\$ -</b>	<b>\$ 98,691</b>	<b>\$ 98,691</b>	<b>\$ 98,691</b>
<b>TOTAL BUDGET</b>	<b>\$ 2,252</b>	<b>\$ 94,120</b>	<b>\$ 5,000</b>	<b>\$ 103,691</b>	<b>\$ 103,691</b>	<b>\$ 103,691</b>

***CITY OF BARTLESVILLE***  
 2010-11 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.

2010 Accomplishments:

- Provided home field for American Legion Baseball program
- Provided home field for Bruin Baseball program
- Completed entry gate improvements

2011 Objectives:

- Continue to provide excellent field maintenance for users
- Continue to research other possibilities to bring more people and revenue to the stadium
- To work with the Stadium Operating Committee to make various improvements to the stadium

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

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

2008-09 ACTUAL	2009-10 BUDGET	2009-10 ESTIMATE	2010-11 CITY MGR RECOMMENDS	2010-11 APPROVED BUDGET
\$53,288	\$108,312	\$42,681	\$68,039	\$68,039

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Memorial Stadium Operating Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Doenges Memorial Stadium	\$ 53,288	\$ 108,312	\$ 42,681	\$ 68,039
Reserves:       Compensated Absences Reserve	-	-	-	128
<b>Total Expenditures</b>	<b>\$ 53,288</b>	<b>\$ 108,312</b>	<b>\$ 42,681</b>	<b>\$ 68,167</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Interest and Investment Income	\$ 3,055	\$ 2,250	\$ 2,255	\$ 1,980
Donations and Miscellaneous	47,472	27,300	25,975	24,900
Transfer In:       From General	59,992	-	-	-
Fund Balance	46,014	83,137	103,139	88,688
<b>Total Available for Appropriation</b>	<b>\$ 156,533</b>	<b>\$ 112,687</b>	<b>\$ 131,369</b>	<b>\$ 115,568</b>

**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**Memorial Stadium Operating Fund – Stadium – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 4,909	\$ 11,904	\$ 12,411	\$ 11,904	\$ 11,904	\$ 11,904
51130 FICA	328	993	833	993	993	993
51150 DB RETIREMENT	596	1,488	1,511	1,488	1,488	1,488
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 5,833</b>	<b>\$ 14,385</b>	<b>\$ 14,755</b>	<b>\$ 14,385</b>	<b>\$ 14,385</b>	<b>\$ 14,385</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 4,611	\$ 16,960	\$ 7,364	\$ 14,054	\$ 14,054	\$ 14,054
52310 UTILITIES & COMMUNICATIONS	8,841	12,000	11,086	12,000	12,000	12,000
52510 OTHER SERVICES	366	500	28	500	500	500
52610 MAINT. & REPAIR SERVICE	2,519	-	30	1,000	1,000	1,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 16,337</b>	<b>\$ 29,460</b>	<b>\$ 18,508</b>	<b>\$ 27,554</b>	<b>\$ 27,554</b>	<b>\$ 27,554</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ 864	\$ -	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	1,270	1,000	302	750	750	750
53310 GENERAL SUPPLIES	1,367	2,527	972	2,000	2,000	2,000
53410 TOOLS & EQUIPMENT	395	700	-	700	700	700
53510 FUEL	-	250	-	250	250	250
53610 MAINT. & REPAIR MATERIALS	23,342	24,126	8,144	21,900	21,900	21,900
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 26,374</b>	<b>\$ 29,467</b>	<b>\$ 9,418</b>	<b>\$ 26,100</b>	<b>\$ 26,100</b>	<b>\$ 26,100</b>
<b>CAPITAL OUTLAY</b>						
55920 BUILDINGS & STRUCTURES	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -
55940 MACHINERY & EQUIPMENT	4,744	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 4,744</b>	<b>\$ 35,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 53,288</b>	<b>\$ 108,312</b>	<b>\$ 42,681</b>	<b>\$ 68,039</b>	<b>\$ 68,039</b>	<b>\$ 68,039</b>

# ***CITY OF BARTLESVILLE***

2010-11 Operating Budget

Memorial Stadium Operating Fund – Stadium – Personnel and Capital Detail

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

## ***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2008-09 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2010-11 BUDGTED NUMBER OF EMPLOYEES</i></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>

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

### **GIS Fund – Summary**

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

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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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**2010 Accomplishments:** • N/A

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**2011 Objectives:** • N/A

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**Budget Highlights:** This fund has now expended all available resources and will closed. Future expenditures for the upkeep of the GIS system will have to be funded through general revenues and future GIS revenues will be deposited in the General Fund.

#### **FUND 278 GIS DEPT 185 TECH SERVICES**

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$3,857</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
GIS Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 BUDGET</i></b>
Tech Services	\$ 3,857	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 3,857</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 BUDGET</i></b>
Charges for Services	\$ 10	\$ -	\$ -	\$ -
Interest and Investment Income	40	-	-	-
Fund Balance	3,807	-	-	-
<b>Total Available for Appropriation</b>	<b>\$ 3,857</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
GIS Fund – Tech Services – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
52410 PROFESSIONAL SERVICES	\$ 3,857	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CONTRACTUAL SERVICES</b>	<u>\$ 3,857</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>TOTAL BUDGET</b>	<u>\$ 3,857</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

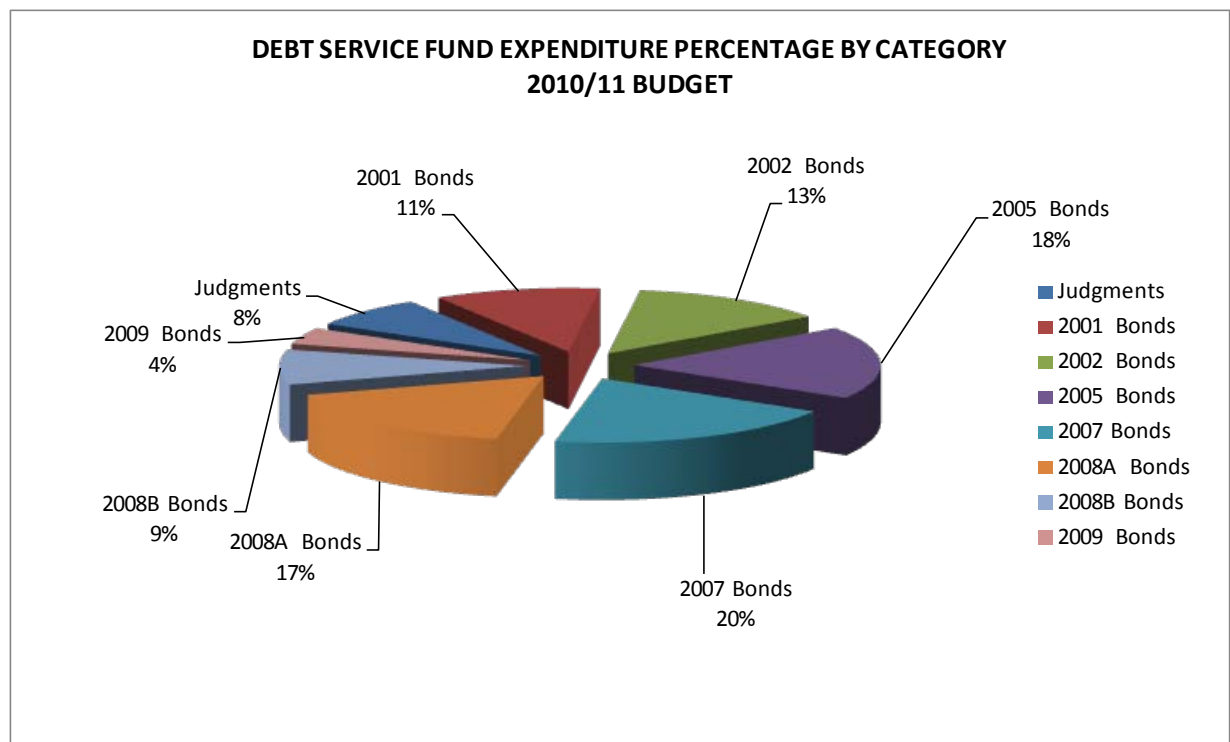
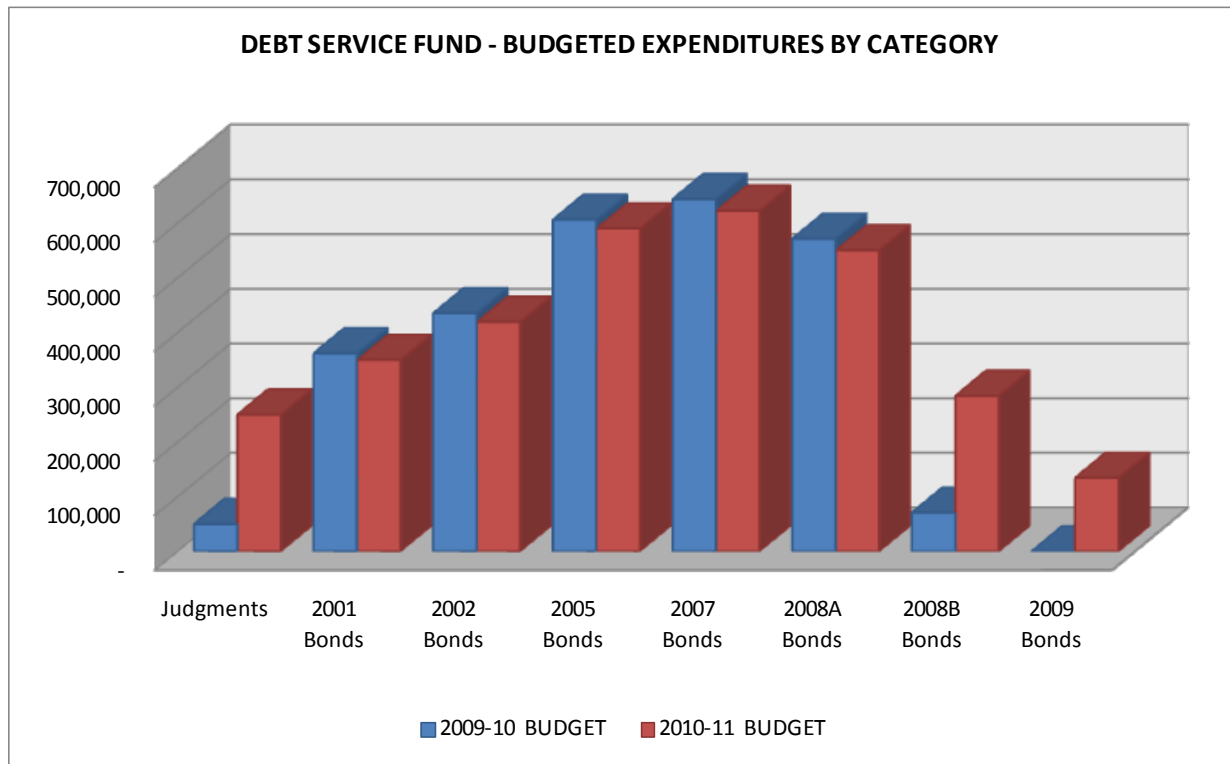
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# DEBT SERVICE FUND

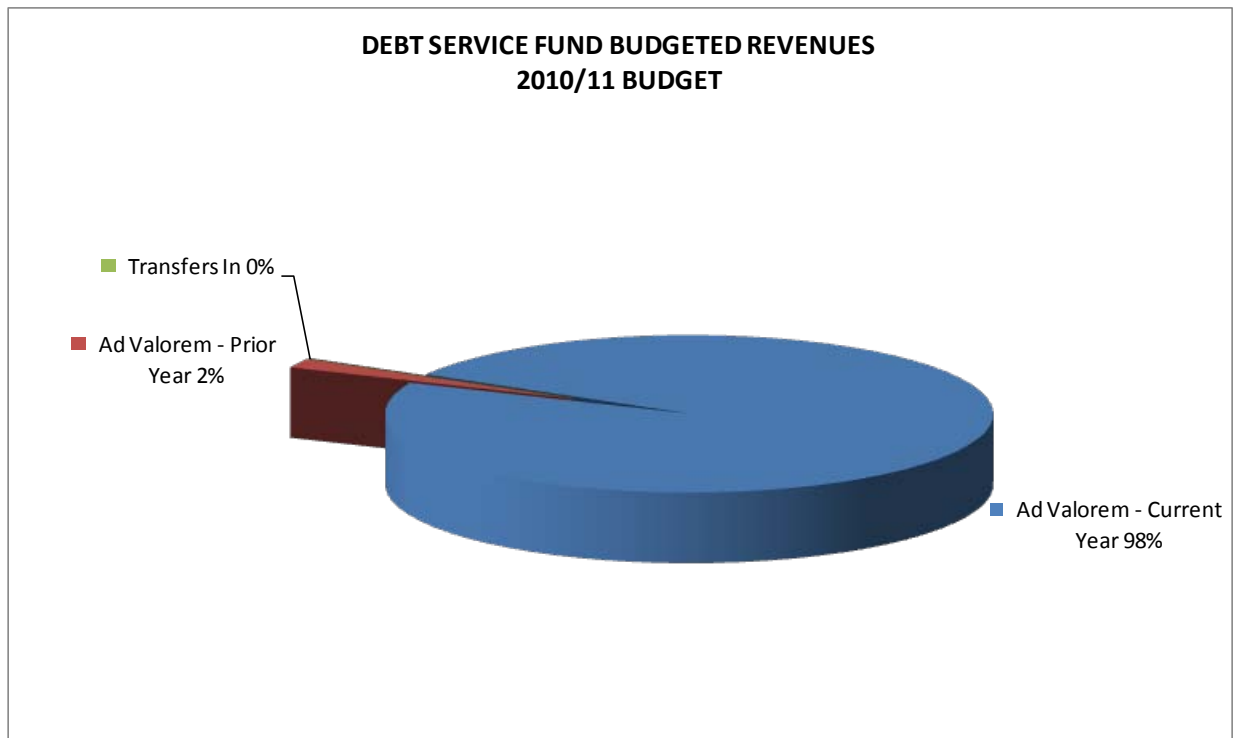
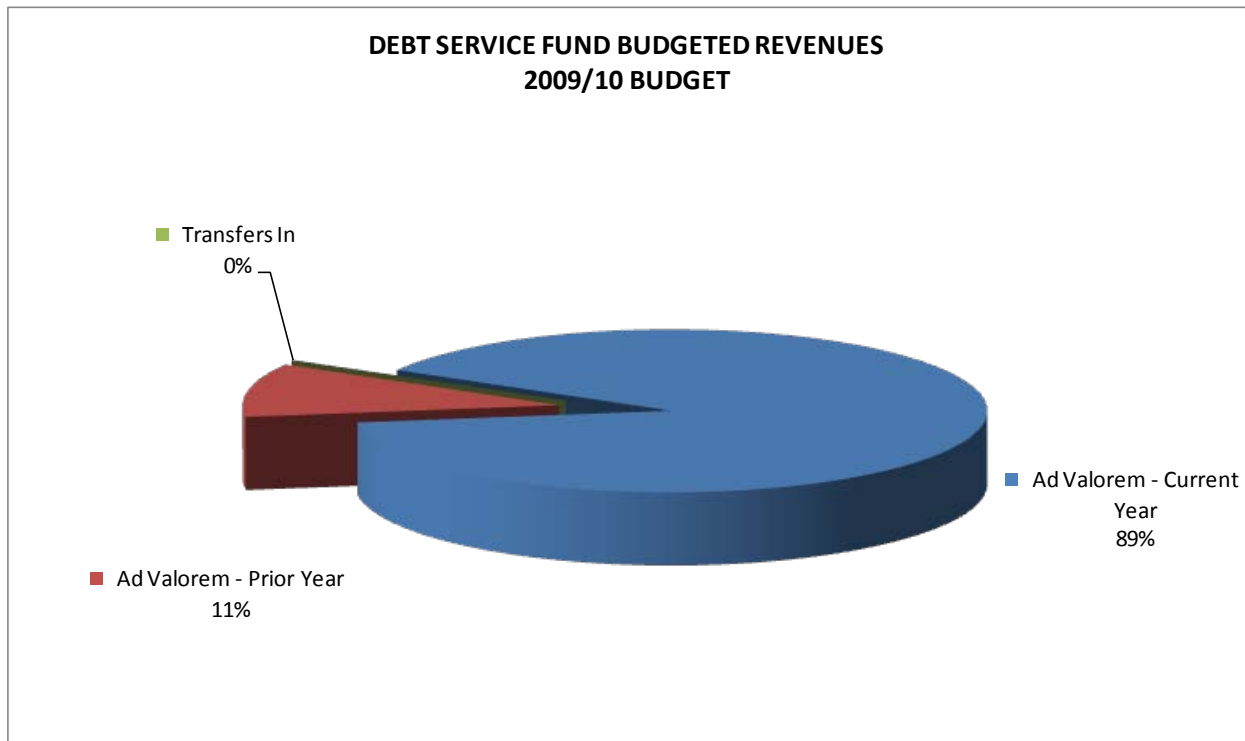


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***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Debt Service Fund – Expenditure Graphs**



***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Debt Service Fund – Revenue Graphs



# ***CITY OF BARTLESVILLE***

## **2010-11 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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2010 Accomplishments: N/A

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2011 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**  
2010-11 Operating Budget  
Debt Service Fund – Summary by Function or Source

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Judgments	\$ 33,687	\$ 50,000	\$ -	\$ 250,000
2001 Combined Purpose Bonds	373,980	361,935	361,935	349,725
2002 Combined Purpose Bonds	450,715	435,316	435,316	419,530
2003 Combined Purpose Bonds	741,125	-	-	-
2005 Combined Purpose Bonds	621,900	606,150	606,150	590,150
2007 Combined Purpose Bonds	667,250	643,750	643,750	622,500
2008A Combined Purpose Bonds	131,665	571,290	571,290	550,390
2008B Combined Purpose Bonds	-	70,825	70,825	284,305
2009 Combined Purpose Bonds	-	-	-	134,499
<b>Total Expenditures</b>	<b>\$ 3,020,322</b>	<b>\$ 2,739,266</b>	<b>\$ 2,689,266</b>	<b>\$ 3,201,099</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Ad Valorem - Current Year	\$ 2,177,897	\$ 2,438,877	\$ 2,813,058	\$ 3,140,110
Ad Valorem - Prior Year	58,069	290,388	54,637	60,989
Transfer In: From Golf Course Memorial	6,322	-	-	-
Fund Balance	2,769,541	1,802,725	1,958,656	2,137,085
<b>Total Available for Appropriation</b>	<b>\$ 5,011,829</b>	<b>\$ 4,531,990</b>	<b>\$ 4,826,351</b>	<b>\$ 5,338,184</b>

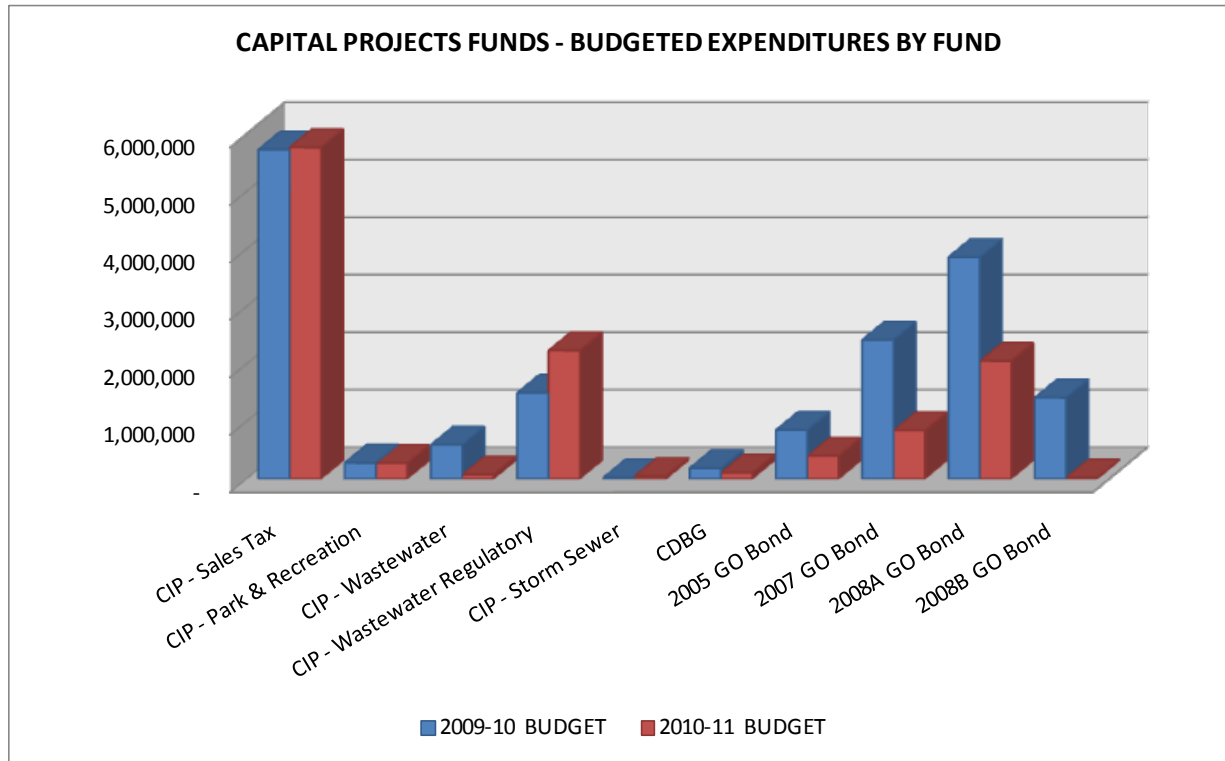


# CAPITAL PROJECTS FUNDS



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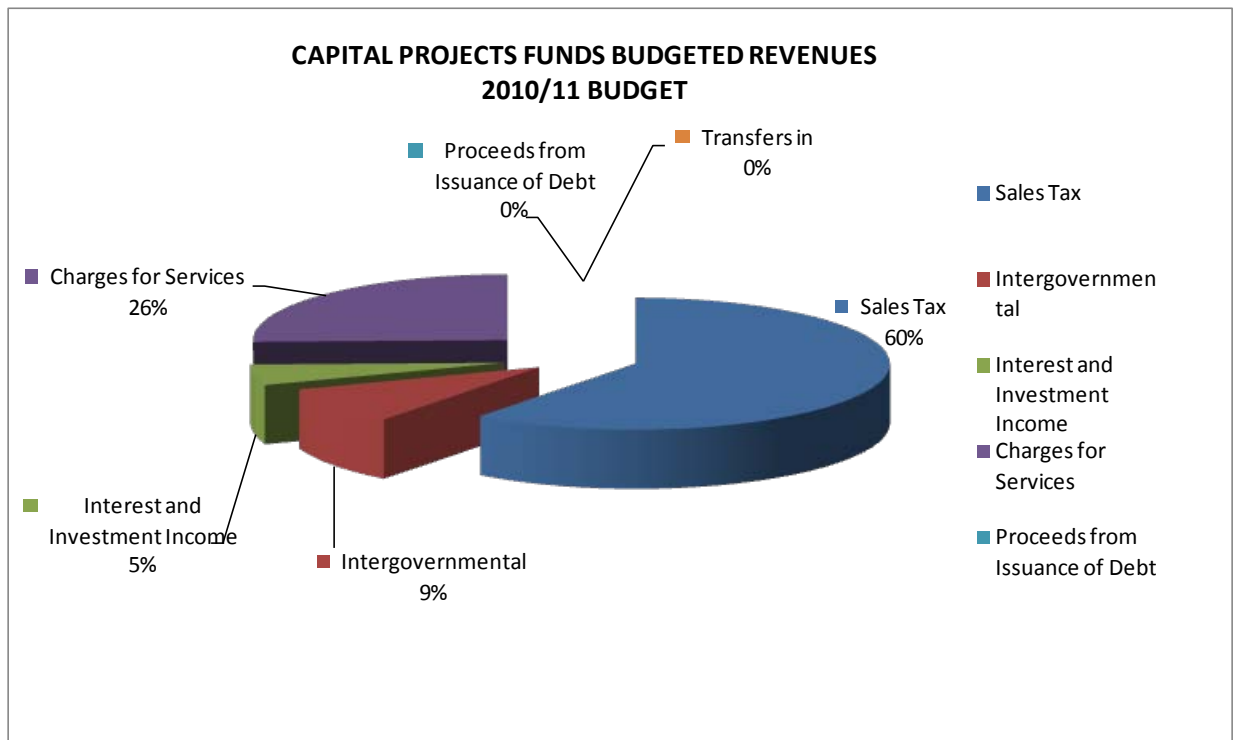
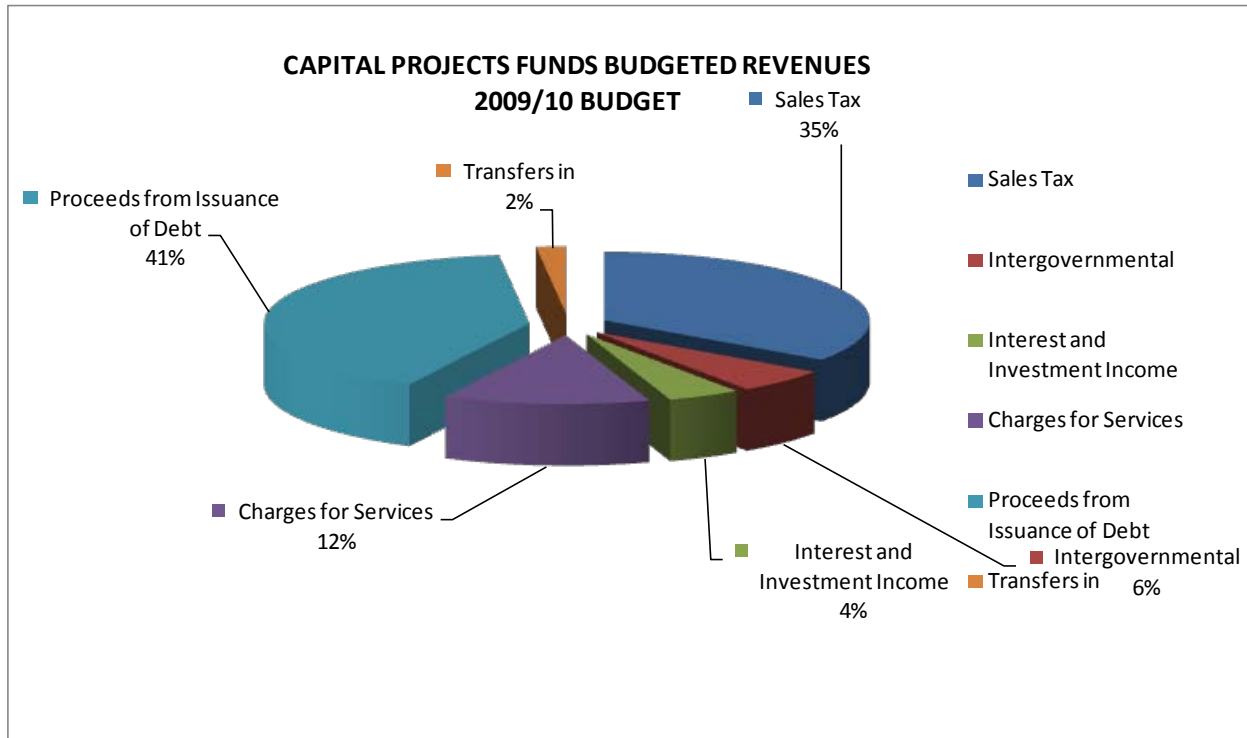
***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 Capital Projects Funds – Expenditure Graph



# ***CITY OF BARTLESVILLE***

## 2010-11 Operating Budget

### Capital Projects Funds – Revenue Graphs



**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Capital Projects Funds – Summary by Fund or Source

**Expenditures and Reserves**

<b>EXPENDITURES BY FUND</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
CIP - Sales Tax	3,236,603	5,725,202	2,199,471	5,762,458
CIP - Park & Recreation	159,003	276,252	15,486	271,747
CIP - Wastewater	246,631	590,820	577,677	71,259
CIP - Wastewater Regulatory	163,905	1,493,780	392,430	2,230,255
CIP - Storm Sewer	-	20,054	606	44,721
CDBG	176,789	184,566	184,566	105,886
2005 G.O. Bond	101,212	847,236	370,040	397,388
2007 G.O. Bond	779,337	2,415,999	1,590,000	840,781
2008A G.O. Bond	387,171	3,855,333	1,778,500	2,049,327
2008B G.O. Bond	644,869	1,410,124	1,410,124	19,330
2009 G.O. Bond	-	3,000,000	345,335	2,714,794
<b>Total Expenditures and Reserves</b>	<b>\$ 5,895,520</b>	<b>\$19,819,366</b>	<b>\$ 8,864,235</b>	<b>\$ 14,507,946</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Sales Tax	\$ 2,629,859	\$ 2,563,116	\$ 2,435,790	\$ 2,374,895
Intergovernmental	121,851	419,970	217,711	357,796
Charges for Services	852,957	925,197	1,083,159	1,000,000
Interest and Investment Income	470,712	327,710	305,511	199,035
Donations and Miscellaneous	1,734	-	7,102	-
Proceeds from Issuance of Debt	2,000,391	3,000,000	3,000,000	-
Transfer In From: Water	126,500	-	-	-
BMA - General	-	135,252	135,252	-
Fund Balance	11,749,199	9,651,630	12,255,930	10,576,220
<b>Total Available for Appropriation</b>	<b>\$17,953,203</b>	<b>\$17,022,875</b>	<b>\$19,440,455</b>	<b>\$ 14,507,946</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Capital Projects Funds – Capital Outlay Summary

***Capital***

<b><i>EXPENDITURES BY FUND &amp; DEPARTMENT</i></b>	<b><i>2010-11 BUDGETED CAPITAL EXPENDITURES</i></b>
CIP - Sales Tax Fund:	
Building Maintenance	\$ 60,000
General Services	555,886
Community Development	264,381
Tech Services	28,000
Police	626,600
Storm Sewer	200,000
Street	2,390,000
Park and Recreation	1,135,000
CWWTP	140,000
<i>Total CIP - Sales Tax</i>	<b>5,399,867</b>
CIP - Park & Recreation Fund:	
Park and Recreation	<b>238,000</b>
CIP - Wastewater Regulatory Fund:	
Wastewater Maintenance	<b>1,425,000</b>
CDBG Fund:	
Park	105,886
2005 GO Bond Fund:	
General Services	296,772
Tech Services	100,616
<i>Total 2005 GO Bond</i>	<b>397,388</b>
2007 GO Bond Fund:	
Street	<b>840,781</b>
2008A GO Bond Fund:	
Storm Sewer	100,000
Street	1,100,000
<i>Total 2008A GO Bond</i>	<b>1,200,000</b>
2008B GO Bond Fund:	
Parks & Recreation	<b>19,330</b>
2009 GO Bond Fund:	
Street	<b>2,700,000</b>
<b>Total Expenditures</b>	<b>\$ 12,326,252</b>

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget CIP Sales Tax Fund– Summary**

Fund Mission: N/A

Fund Description: The CIP – Sales Tax Fund accounts for revenues and expenditures associated with a 1/2 cent sales tax issue that was first passed in 1999 and extended in 2003.

2010 Accomplishments:

- Completed Cherokee, Fairview and Sooner Road Resurfacing
- Completed Hillcrest Heights Phase I and Price Drainage improvements
- Completed preventative pavement improvements throughout town
- Completed Pathfinder Trails overlay and realignments
- Completed a new restroom for Douglas Park
- Completed a dry sprinkler system for the server room
- Completed a new roof for the Adams golf course cart barn
- Completed a retrofit of all the traffic signals in town converting them to LED lights
- Completed the design for Bison Road improvements

2011 Objectives:

- Continue implementing the Council approved projects
- Have 90% of the Council approved projects out for bids or under construction by late summer 2012

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

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

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$3,236,603</b>	<b>\$5,725,202</b>	<b>\$2,199,471</b>	<b>\$5,762,458</b>	<b>\$5,762,458</b>

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
CIP Sales Tax Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Building Maintenance	\$ -	\$ 60,000	\$ -	\$ 60,000
General Services	-	400,500	29,000	555,886
Community Development	186,658	624,522	360,141	264,381
Tech Services	-	70,000	54,050	28,000
Police	227,379	542,600	-	626,600
Storm Sewer	188,477	392,000	90,750	200,000
Street	1,402,613	1,639,882	808,521	2,390,000
Library	-	154,000	150,000	-
Park and Recreation	245,014	1,194,210	528,312	1,135,000
Swimming Pools	200,646	35,990	1,115	-
Municipal Golf Course	9,800	77,700	77,868	-
CWWTP	8,318	140,000	99,714	140,000
Water Plant	-	99,714	-	-
Water Distribution	3,843	-	-	-
Sanitation	184,973	-	-	-
Unallocated	136,132	294,084	-	362,591
Transfers Out: BMA - Street Fund	442,750	-	-	-
Total Expenditures	<u><u>\$ 3,236,603</u></u>	<u><u>\$ 5,725,202</u></u>	<u><u>\$ 2,199,471</u></u>	<u><u>\$ 5,762,458</u></u>



***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
CIP Sales Tax Fund – Expenditure and Revenue Summary  
(continued)

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 BUDGET</i></b>
Sales Tax	\$ 2,629,859	\$ 2,563,116	\$ 2,435,790	\$ 2,374,895
Intergovernmental	35,941	235,404	33,145	251,910
Interest and Investment Income	102,293	86,130	74,927	67,410
Donations and Miscellaneous	1,734	-	6,852	-
Transfer In From BMA General	-	135,252	135,252	-
Fund Balance	2,923,090	2,044,473	2,581,748	3,068,243
<b>Total Available for Appropriation</b>	<b><u>\$ 5,692,917</u></b>	<b><u>\$ 5,064,375</u></b>	<b><u>\$ 5,267,714</u></b>	<b><u>\$ 5,762,458</u></b>

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
CIP Sales Tax Fund Capital Outlay Detail

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

***Capital Outlay Schedule***

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>08/09 ACTUAL</b>	<b>09/10 BUDGET</b>	<b>09/10 ESTIMATE</b>	<b>10/11 BUDGET</b>
160	N/A	Building Maintenance Vehicles	\$ -	\$ -	\$ -	\$ 60,000
170	10010	City Hall Improvements	-	215,000	3,775	250,000
170	10012	Operation Yard Improvements	-	150,000	6,200	150,000
170	10016	Remove Underground Tanks VFW	-	35,000	18,525	-
170	10032	Microtel Sidewalk	-	500	500	-
170	11008	Misc Building Improvements	-	-	-	50,000
170	N/A	CDBG	-	-	-	105,886
180	08010	Incentive for Development	42,979	269,500	93,500	176,000
180	09014	Downtown Implementation Plan	113,705	5,065	5,065	-
180	09015	Landscape Maintenance contract	22,209	882	882	-
180	09016	Incentives and Land Acquisitions	-	298,000	209,619	88,381
180	09029	Hazard Mitigation Plan	7,765	11,735	11,735	-
180	10021	West B-Ville Redevelopment Plan	-	39,340	39,340	-
185	10011	Dry Sprinkler Server Room	-	25,000	16,050	-
185	N/A	IT - Various Computers/ Software License	-	45,000	38,000	25,000
185	N/A	Audio and Video Equipment	-	-	-	3,000
270	10015	Needs Assessment Police	-	35,000	-	35,000
270	02021	Evidence Storage Building	-	250,000	-	250,000
270	03021	Police Roof Replacement	-	140,000	-	140,000
270	N/A	Police Car Lease Payment	137,379	-	-	-
270	N/A	Vehicles	-	117,600	-	117,600
270	N/A	Vehicles	-	-	-	84,000
270	N/A	Police Dept Vehicles	90,000	-	-	-
327	10008	Hillcrest Heights Drainage-Phase 11	-	120,000	-	150,000
327	02016	East Dr. Drainage	-	130,000	-	-
327	07044	Drainage Improvements	83,836	-	-	-
327	08008	Nova Rd. Extension	591	750	750	-

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
CIP Sales Tax Fund Capital Outlay Detail

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

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>08/09 ACTUAL</b>	<b>09/10 BUDGET</b>	<b>09/10 ESTIMATE</b>	<b>10/11 BUDGET</b>
327	09008	Misc Drainage Improvements	\$ 104,491	\$ 130,000	\$ 90,000	\$ 50,000
328	00030	Madison & Hwy 60 Signal to ODOT	-	1,494	1,494	-
328	10001	Traffic Signal/Beacon LED Conversion	-	70,000	56,442	-
328	10002	Bison Road	-	66,000	9,000	40,000
328	10003	Cherokee Drive Resurfacing	-	123,000	95,171	-
328	10004	Fairview Road Rehabilitation	-	67,000	67,000	-
328	10005	Oakdale Dr Rehabilitation	-	154,000	172,731	-
328	10006	Sooner Road Resurfacing	-	60,000	60,000	-
328	10007	Materials for Misc Street Repairs	-	50,000	70,000	50,000
328	10019	Light/Landscaping Dewey between 2nd & 4th	-	315,000	-	300,000
328	10020	Safe Routes to School local match	-	42,500	13,000	45,000
328	04025	Street Improvements	110,406	-	-	-
328	05011	FPB Angled Parking	-	70,000	36,699	10,000
328	06039	Misc Signal Controllers	702	25,042	2,000	10,000
328	07003	Oak Park Rd Improvements	18,121	-	-	-
328	07004	Ohio St. Improvements	29,032	-	-	-
328	07010	Vehicles	25,298	-	-	-
328	07036	FPB Street Scape and Sidewalks	27,036	1,500	1,446	-
328	08005	Kentucky St Improvements	200,343	-	-	-
328	08006	Melody Ln Street Repairs	\$ 7,008	\$ -	\$ -	\$ -
328	08007	CDBG Street Improvements	165,542	-	-	-
328	08008	Nova Rd. Extension	112,893	51,360	51,360	-
328	09001	Misc Bridge Repair	1,570	53,500	1,500	20,000
328	09002	Camelot Dr. Resurfacing	165,082	-	-	-
328	09003	Slurry Seal	-	84,000	64,240	-
328	09004	Hazel Dr. Rehab	65,703	9,297	9,297	-
328	09006	Fleetwood Rehab	23,117	51,884	47,614	-

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
CIP Sales Tax Fund Capital Outlay Detail

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

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>08/09 ACTUAL</b>	<b>09/10 BUDGET</b>	<b>09/10 ESTIMATE</b>	<b>10/11 BUDGET</b>
328	09008	Misc Drainage Improvements	9,221	-	-	-
328	09009	FEMA Matching Funds	-	50,000	-	50,000
328	11002	Bison Rd Rehab	-	-	-	400,000
328	11003	Kane Hill Realignment	-	-	-	950,000
328	11004	Virginia Rehab	-	-	-	85,000
328	11005	Cherokee Resurfacing	-	-	-	167,500
328	11006	Price Rd Resurfacing	-	-	-	77,500
328	11007	Materials Misc Street Repairs	-	-	-	20,000
328	N/A	Vehicles and Equipment	416,556	208,000	49,527	165,000
328	N/A	Street Dept Equipment	24,984	-	-	-
421	10013	Library Carpet Replacement	-	104,000	100,000	-
421	10014	Misc Library Improvements	-	50,000	50,000	-
431	10017	Pathfinder Improvements	-	500,000	203,460	150,000
431	02002	Pathfinder Impr at Turkey Creek	93,000	-	-	-
431	04006	MJ Lee Lake Improvements	300,000	-	-	300,000
431	04008	Nellie Johnstone Improvements	738	-	-	-
431	04015	Soccer Field Improvements	71,481	-	-	-
431	07008	Vehicles	26,488	-	-	-
431	11009	Price Fields (Phase 1) Engineering only	\$ -	\$ -	\$ -	100,000
431	11010	Phase 2 Robinwood Soccer Fields	-	-	-	550,000
431	07015	Misc Park Facilities Improvement	-	50,000	-	25,000
431	08029	Frontier Park	-	57,500	67,000	-
431	09011	Overlay of Pathfinder	173	199,358	200,500	-
431	09013	Phase 1 Robinwood Soccer fields	10,492	-	-	-
431	10018	Douglas Park Bathroom/Drinking Fountain	-	66,000	51,000	10,000
431	10031	Doenges Stadium Entry Gates	-	6,352	6,352	-
431	N/A	Vehicles	42,642	-	-	-

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
CIP Sales Tax Fund Capital Outlay Detail

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

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>08/09 ACTUAL</b>	<b>09/10 BUDGET</b>	<b>09/10 ESTIMATE</b>	<b>10/11 BUDGET</b>
432	09012	Splash Pad Sooner Pool	200,646	35,990	990	-
432	10018	Douglas Park Bathroom/Drinking Fountain	-	-	125	-
445	10009	Roof Improvements Golf Cart Barn	-	15,000	16,600	-
445	N/A	Golf Course Mowers	9,800	62,700	61,268	-
710	09010	CWWTP Bld renovation	-	140,000	-	140,000
715	07018	Caney Pump Renovation	8,318	-	-	-
715	N/A	Vehicles	-	99,714	99,714	-
730	06021	Waterline improvements	3,843	-	-	-
750	N/A	Street Sweeper	184,973	-	-	-
900	N/A	Silver Lake Extension Debt Service	442,750	-	-	-
<b>TOTAL</b>			<b><u>\$3,400,913</u></b>	<b><u>\$4,958,563</u></b>	<b><u>\$2,199,471</u></b>	<b><u>\$5,399,867</u></b>

***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 CIP Park and Recreation Fund – Summary

Fund Mission: N/A

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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.

---

2010 Accomplishments: • The balance of the funds were utilized in FY 2009, program is complete

---

2011 Objectives: • Program complete, no future projects planned from this funding source

---

Budget Highlights: The major expenditures in this fund are capital improvements, including planning and engineering related costs, for park and recreation infrastructure.

**FUND 451 CIP - PARK & RECREATION**

2008-09 ACTUAL	2009-10 BUDGET	2009-10 ESTIMATE	2010-11 CITY MGR RECOMMENDS	2010-11 APPROVED BUDGET
\$159,003	\$276,252	\$15,486	\$271,747	\$271,747

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**CITY OF BARTLESVILLE**  
 2010-11 Operating Budget  
 CIP Park and Recreation Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Park and Recreation	\$ 142,448	\$ 221,568	\$ 15,486	\$ 238,000
Unallocated	16,555	54,684	-	33,747
<b>Total Expenditures</b>	<b>\$ 159,003</b>	<b>\$ 276,252</b>	<b>\$ 15,486</b>	<b>\$ 271,747</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Interest and Investment Income	\$ 11,446	\$ 2,850	\$ 6,342	\$ 5,670
Fund Balance	406,285	257,916	275,221	266,077
<b>Total Available for Appropriation</b>	<b>\$ 417,731</b>	<b>\$ 260,766</b>	<b>\$ 281,563</b>	<b>\$ 271,747</b>

# ***CITY OF BARTLESVILLE***

2010-11 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>08/09 ACTUAL</b>	<b>09/10 BUDGET</b>	<b>09/10 ESTIMATE</b>	<b>10/11 BUDGET</b>
431	02004	SE Park Improvements	\$ 49,760	\$ 51,771	\$ 15,486	\$ 40,000
431	04006	MJ Lee Fishing Improvements	-	138,000	-	138,000
431	04015	Soccer Field Improvements	92,688	-	-	-
431	04016	Westside Athletic Fields	-	31,797	-	60,000
<b>TOTAL</b>			<b><u>\$ 142,448</u></b>	<b><u>\$ 221,568</u></b>	<b><u>\$ 15,486</u></b>	<b><u>\$ 238,000</u></b>



## ***CITY OF BARTLESVILLE***

### **2010-11 Operating Budget**

#### **CIP Wastewater Fund– Summary**

Fund Mission: N/A

---

Fund Description: The CIP – Wastewater Fund was established to account for the 1998 General Obligation Bond funds that were dedicated to wastewater system improvements. It has since received funds from the 2001, 2002, and 2003 General Obligation Bond issues. The remainder of these funds and the continued receipt of sewer impact fees will be used for continued wastewater system capital improvements.

---

2010 Accomplishments: 

- Complete Phase I Wastewater Collection System rehabilitation
- Complete design for Phase II of the Wastewater Collection System rehabilitation

---

2011 Objectives: 

- Complete construction of Phase II Wastewater Collection System improvements
- Begin a flow monitoring and hydraulic study of the collection system

---

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.

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#### **FUND 453 CIP - WASTEWATER**

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$246,631</b>	<b>\$590,820</b>	<b>\$577,677</b>	<b>\$71,259</b>	<b>\$71,259</b>

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**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
CIP Wastewater Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Wastewater Maintenance	\$ 246,631	\$ 577,677	\$ 577,677	\$ -
Unallocated	-	13,143	-	71,259
<b>Total Expenditures</b>	<b>\$ 246,631</b>	<b>\$ 590,820</b>	<b>\$ 577,677</b>	<b>\$ 71,259</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Charges for Services	\$ 122,000	\$ -	\$ 42,017	\$ -
Interest and Investment Income	23,780	-	4,564	450
Fund Balance	708,670	13,143	601,905	70,809
<b>Total Available for Appropriation</b>	<b>\$ 854,450</b>	<b>\$ 13,143</b>	<b>\$ 648,486</b>	<b>\$ 71,259</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
CIP Wastewater Fund Capital Outlay Detail

**FUND 453 CIP - WASTEWATER  
ALL DEPARTMENTS**

***Capital Outlay Schedule***

<b><i>DEPARTMENT</i></b>	<b><i>PROJECT NUMBER</i></b>	<b><i>DESCRIPTION</i></b>	<b><i>08/09 ACTUAL</i></b>	<b><i>09/10 BUDGET</i></b>	<b><i>09/10 ESTIMATE</i></b>	<b><i>10/11 BUDGET</i></b>
715	08011	Wastewater Collection Improvement	\$ 107,821	\$ 577,677	\$ 575,027	\$ -
715	08012	Misc. Sewer Improvements	138,810	-	2,650	-
<b>TOTAL</b>			<b><u>\$ 246,631</u></b>	<b><u>\$ 577,677</u></b>	<b><u>\$ 577,677</u></b>	<b><u>\$ -</u></b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**CIP Wastewater Regulatory Fund– Summary**

Fund Mission: N/A

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

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2010 Accomplishments: • Continue phase 5 wastewater collection system improvements

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2011 Objectives: • Comply with DEQ mandates  
• Complete Infrastructure updates

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Budget Highlights: The major expenditures in this fund are capital improvements, including planning and engineering related costs, for capital improvements to City owned wastewater facilities.

**FUND 454 CIP - WASTEWATER REGULATORY**

2008-09 ACTUAL	2009-10 BUDGET	2009-10 ESTIMATE	2010-11 CITY MGR RECOMMENDS	2010-11 APPROVED BUDGET
\$163,905	\$1,493,780	\$392,430	\$2,230,255	\$2,230,255

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**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
CIP Wastewater Regulatory Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Chickasaw Wastewater Treatment Plant	\$ 163,905	\$ 82,693	\$ 82,693	\$ -
Wastewater Maintenance		1,235,759	309,737	1,425,000
Unallocated	-	175,328	-	805,255
<b>Total Expenditures</b>	<b>\$ 163,905</b>	<b>\$ 1,493,780</b>	<b>\$ 392,430</b>	<b>\$ 2,230,255</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Charges for Services	\$ 712,760	\$ 925,197	\$ 1,023,251	\$ 1,000,000
Interest and Investment Income	8,561	19,710	22,128	19,890
Fund Balance	-	554,623	557,416	1,210,365
<b>Total Available for Appropriation</b>	<b>\$ 721,321</b>	<b>\$ 1,499,530</b>	<b>\$ 1,602,795</b>	<b>\$ 2,230,255</b>

***CITY OF BARTLESVILLE***  
2010-11 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>08/09 ACTUAL</b>	<b>09/10 BUDGET</b>	<b>09/10 ESTIMATE</b>	<b>10/11 BUDGET</b>
710	02047	Wastewater treatment plant	\$ -	\$ 82,693	\$ 82,693	\$ -
715	08011	Wastewater Collection System Imp.	163,905	135,759	188,095	-
715	10022	Wastewater Collection Phase II	-	1,100,000	121,642	1,000,000
715	11001	Wastewater I&I Survey	-	-	-	425,000
<b>TOTAL</b>			<b><u>\$ 163,905</u></b>	<b><u>\$1,318,452</u></b>	<b><u>\$ 392,430</u></b>	<b><u>\$1,425,000</u></b>

***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 CIP Storm Sewer Fund– Summary

Fund Mission: N/A

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

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2010 Accomplishments: • N/A

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2011 Objectives: • Utilize funds to participate with developers on regional detention facilities

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Budget Highlights: The major expenditures in this fund are capital improvements, including planning and engineering related costs, for capital improvements to storm sewer facilities.

**FUND 457 CIP - STORM SEWER**

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$0</b>	<b>\$20,054</b>	<b>\$606</b>	<b>\$44,721</b>	<b>\$44,721</b>

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
CIP Storm Sewer Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Storm Sewer	\$ -	\$ 606	\$ 606	\$ -
Unallocated	-	19,448	-	44,721
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 20,054</b>	<b>\$ 606</b>	<b>\$ 44,721</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Charges for Services	\$ 18,197	\$ -	\$ 17,891	\$ -
Interest and Investment Income	542	270	656	540
Fund Balance	7,502	19,784	26,240	44,181
<b>Total Available for Appropriation</b>	<b>\$ 26,241</b>	<b>\$ 20,054</b>	<b>\$ 44,787</b>	<b>\$ 44,721</b>



***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 CIP Storm Sewer Fund Capital Outlay Detail

***Capital Outlay Schedule***

<b><i>DEPARTMENT</i></b>	<b><i>PROJECT NUMBER</i></b>	<b><i>DESCRIPTION</i></b>	<b><i>08/09 ACTUAL</i></b>	<b><i>09/10 BUDGET</i></b>	<b><i>09/10 ESTIMATE</i></b>	<b><i>10/11 BUDGET</i></b>
327	N/A	Misc Storm Sewer Improvements	\$ -	\$ 606	\$ 606	\$ -
<b>TOTAL</b>			<b>\$ -</b>	<b>\$ 606</b>	<b>\$ 606</b>	<b>\$ -</b>

***CITY OF BARTLESVILLE***  
2010-11 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

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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.

---

2010 Accomplishments:

- Complete construction of the FY 08 CDBG grant for parking and basketball court improvements to Frontier (Veterans) Park
- Wrote and received approval and started the FY 09 CDBG grant application for a redevelopment plan for the City's west side
- Administered activities to promote fair housing objectives within the City of Bartlesville as required by the CDBG grant program

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2011 Objectives:

- Write and receive approval of the FY 10 CDBG grant application as directed by the City Council
- Complete construction and achieve closeout of the FY 09 CDBG grant
- Further efforts to promote the fair housing objectives within the City of Bartlesville as required by the CDBG grant program

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

***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 Community Development Block Grant Fund– Summary  
 (continued)

**FUND 467 CDBG**

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$176,789</b>	<b>\$184,566</b>	<b>\$184,566</b>	<b>\$105,886</b>	<b>\$105,886</b>

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

### **Community Development Block Grant Fund – Expenditure and Revenue Summary**

#### ***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 BUDGET</i></b>
Community Development	\$ -	\$ 78,680	\$ 78,680	\$ -
Street	80,705	-	-	-
Park	-	105,886	105,886	105,886
Unallocated	96,084	-	-	-
<b>Total Expenditures</b>	<b>\$ 176,789</b>	<b>\$ 184,566</b>	<b>\$ 184,566</b>	<b>\$ 105,886</b>

#### ***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 BUDGET</i></b>
Intergovernmental	\$ 85,910	\$ 184,566	\$ 184,566	\$ 105,886
Fund Balance	-	-	-	-
<b>Total Available for Appropriation</b>	<b>\$ 85,910</b>	<b>\$ 184,566</b>	<b>\$ 184,566</b>	<b>\$ 105,886</b>

***CITY OF BARTLESVILLE***  
 2010-11 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>08/09 ACTUAL</b>	<b>09/10 BUDGET</b>	<b>09/10 ESTIMATE</b>	<b>10/11 BUDGET</b>
180	10021	West B-Ville Redevelopment Plan	\$ -	\$ 78,680	\$ 78,680	\$ -
328	07036	FPB Sidewalks and Streetscapes	11,913	-	-	-
328	08007	Street Improvements	68,792	-	-	-
431	08029	Frontier Park Project	-	105,886	105,886	-
<b>TOTAL</b>			<b>\$ 80,705</b>	<b>\$ 184,566</b>	<b>\$ 184,566</b>	<b>\$ -</b>

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget 2005 G.O. Bond Fund– Summary**

Fund Mission: N/A

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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.

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2010 Accomplishments: 

- Began energy efficient building improvements at city center
- Improvements to Frontier pool

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2011 Objectives: 

- Complete all funded projects

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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**

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$101,212</b>	<b>\$847,236</b>	<b>\$370,040</b>	<b>\$397,388</b>	<b>\$397,388</b>

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
2005 G.O. Bond Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
General Services	\$ 5,000	\$ 408,200	\$ 85,000	\$ 296,772
Tech Services	4,299	113,616	13,000	100,616
Street	4,836	-	-	-
Park and Recreation	-	28,460	28,460	-
Swimming Pools	87,077	117,080	117,080	-
Water Plant	-	126,500	126,500	-
Unallocated	-	53,380	-	-
<b>Total Expenditures</b>	<b>\$ 101,212</b>	<b>\$ 847,236</b>	<b>\$ 370,040</b>	<b>\$ 397,388</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Interest and Investment Income	\$ 30,327	\$ 24,030	\$ 15,871	\$ 14,220
Transfer in: Water	126,500	-	-	-
Fund Balance	659,080	690,637	737,337	383,168
<b>Total Available for Appropriation</b>	<b>\$ 815,907</b>	<b>\$ 714,667</b>	<b>\$ 753,208</b>	<b>\$ 397,388</b>

***CITY OF BARTLESVILLE***  
2010-11 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>08/09 ACTUAL</b>	<b>09/10 BUDGET</b>	<b>09/10 ESTIMATE</b>	<b>10/11 BUDGET</b>
170	N/A	Misc	\$ 5,000	\$ -	\$ -	\$ -
170	08013	City center Windows and HVAC	-	308,200	85,000	296,772
170	09022	Misc Building Improvements	-	100,000	-	-
185	06002	Wireless MAN	4,299	113,616	13,000	100,616
431	08029	Frontier Park	-	28,460	28,460	-
432	06005	Pool Renovation	87,077	112,923	99,961	-
432	08029	Frontier Park	-	4,157	17,119	-
720	06020	Hulah Lake Pump Station	-	126,500	126,500	-
<b>TOTAL</b>			<b><u>\$ 96,376</u></b>	<b><u>\$ 793,856</u></b>	<b><u>\$ 370,040</u></b>	<b><u>\$ 397,388</u></b>



# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget 2007 G.O. Bond Fund– Summary**

Fund Mission: N/A

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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.

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2010 Accomplishments: • Continue work on Silver lake Rehab

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2011 Objectives: • Complete all funded projects

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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**

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<b>2008-09 ACTUAL</b>	<b>2010-11 BUDGET</b>	<b>2010-11 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$779,337</b>	<b>\$2,415,999</b>	<b>\$1,590,000</b>	<b>\$840,781</b>	<b>\$840,781</b>

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**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
2007 G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Street	779,337	2,406,956	1,590,000	840,781
Unallocated	-	9,043	-	-
<b>Total Expenditures</b>	<b>\$ 779,337</b>	<b>\$ 2,415,999</b>	<b>\$ 1,590,000</b>	<b>\$ 840,781</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Interest and Investment Income	\$ 91,629	\$ 71,730	\$ 51,856	\$ 23,310
Fund Balance	3,043,844	2,337,313	2,355,615	817,471
<b>Total Available for Appropriation</b>	<b>\$ 3,135,473</b>	<b>\$ 2,409,043</b>	<b>\$ 2,407,471</b>	<b>\$ 840,781</b>

***CITY OF BARTLESVILLE***  
2010-11 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>08/09 ACTUAL</b>	<b>09/10 BUDGET</b>	<b>09/10 ESTIMATE</b>	<b>10/11 BUDGET</b>
328	06041	Camelot and Southport Improvements	\$ 3,228	\$ -	\$ -	\$ -
328	08004	FPB Improvements	647,989	-	-	-
328	08017	Silverlake Rehab	128,120	2,406,956	1,590,000	840,781
<b>TOTAL</b>			<b><u>\$ 779,337</u></b>	<b><u>\$2,406,956</u></b>	<b><u>\$1,590,000</u></b>	<b><u>\$ 840,781</u></b>

***CITY OF BARTLESVILLE***  
2010-11 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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2010 Accomplishments: 

- Began improvements on Grand Prairie detention pond
- Began improvements on Sooner detention pond

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2011 Objectives: 

- Complete all funded projects

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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**

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2008-09 ACTUAL	2009-10 BUDGET	2009-10 ESTIMATE	2010-11 CITY MGR RECOMMENDS	2010-11 APPROVED BUDGET
\$387,171	\$3,855,333	\$1,778,500	\$2,049,327	\$2,049,327

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**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
2008A G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Storm Sewer	\$ 94,648	\$ 2,553,207	\$ 1,771,000	\$ 100,000
Street	292,523	1,100,000	7,500	1,100,000
Unallocated	-	202,126	-	849,327
<b>Total Expenditures</b>	<b>\$ 387,171</b>	<b>\$ 3,855,333</b>	<b>\$ 1,778,500</b>	<b>\$ 2,049,327</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Interest and Investment Income	\$ 138,972	\$ 117,990	\$ 86,957	\$ 39,105
Fund Balance	4,000,728	3,684,136	3,701,765	2,010,222
<b>Total Available for Appropriation</b>	<b>\$ 4,139,700</b>	<b>\$ 3,802,126</b>	<b>\$ 3,788,722</b>	<b>\$ 2,049,327</b>

***CITY OF BARTLESVILLE***  
2010-11 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>08/09 ACTUAL</b>	<b>09/10 BUDGET</b>	<b>09/10 ESTIMATE</b>	<b>10/11 BUDGET</b>
327	09025	Grand Prairie Detention Pond	\$ 73,928	\$ 1,400,000	\$ 811,000	\$ 50,000
327	09026	Sooner Park Detention Pond	20,721	1,153,207	960,000	50,000
328	09023	Madison Rehab Nowata-Tuxedo	3,600	1,100,000	7,500	1,100,000
328	09024	Sunset Rd Rehab	246,348	-	-	-
328	09034	Hudson Lake Rd Overlay	42,576	-	-	-
<b>TOTAL</b>			<b><u>\$ 387,173</u></b>	<b><u>\$3,653,207</u></b>	<b><u>\$1,778,500</u></b>	<b><u>\$1,200,000</u></b>

***CITY OF BARTLESVILLE***  
2010-11 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.

2010 Accomplishments: • N/A.

2011 Objectives: • N/A

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**

2008-09 ACTUAL	2009-10 BUDGET	2009-10 ESTIMATE	2010-11 CITY MGR RECOMMENDS	2010-11 APPROVED BUDGET
\$644,869	\$1,410,124	\$1,410,124	\$19,330	\$19,330

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
2008B G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
General Services	\$ 46,552	\$ -	\$ -	\$ -
Parks & Recreation	598,317	1,410,124	1,410,124	19,330
<b>Total Expenditures</b>	<b>\$ 644,869</b>	<b>\$ 1,410,124</b>	<b>\$ 1,410,124</b>	<b>\$ 19,330</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Interest and Investment Income	\$ 63,162	\$ 5,000	\$ 10,521	\$ -
Donations and Miscellaneous	-	-	250	-
Proceeds from Issuance of Debt	2,000,391	-	-	-
Fund Balance	-	49,605	1,418,683	19,330
<b>Total Available for Appropriation</b>	<b>\$ 2,063,553</b>	<b>\$ 54,605</b>	<b>\$ 1,429,454</b>	<b>\$ 19,330</b>



***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
2008B G.O. Bond Fund Capital Outlay Detail

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

***Capital Outlay Schedule***

<b><i>DEPARTMENT</i></b>	<b><i>PROJECT NUMBER</i></b>	<b><i>DESCRIPTION</i></b>	<b><i>08/09 ACTUAL</i></b>	<b><i>09/10 BUDGET</i></b>	<b><i>09/10 ESTIMATE</i></b>	<b><i>10/11 BUDGET</i></b>
170	N/A	Agent Fees for G.O. Bond	\$ 46,552	\$ -	\$ -	\$ -
431	08029	Frontier Park Project	<u>598,317</u>	<u>1,410,124</u>	<u>1,410,124</u>	<u>19,330</u>
<b>TOTAL</b>			<b><u>\$ 644,869</u></b>	<b><u>\$1,410,124</u></b>	<b><u>\$1,410,124</u></b>	<b><u>\$ 19,330</u></b>

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget 2009 G.O. Bond Fund– Summary**

Fund Mission: N/A

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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.

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2010 Accomplishments: • Began engineering and preliminary work on approved bond projects

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2011 Objectives: • Complete all funded projects

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

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

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$0</b>	<b>\$3,000,000</b>	<b>\$345,335</b>	<b>\$2,714,794</b>	<b>\$2,714,794</b>

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
2009 G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
General Services	\$ -	\$ 50,337	\$ 50,335	\$ -
Street	-	2,949,663	295,000	2,700,000
Unallocated	-	-	-	14,794
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 3,000,000</b>	<b>\$ 345,335</b>	<b>\$ 2,714,794</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ 31,689	\$ 28,440
Proceeds from Issuance of Debt	-	3,000,000	3,000,000	-
Fund Balance	-	-	-	2,686,354
<b>Total Available for Appropriation</b>	<b>\$ -</b>	<b>\$ 3,000,000</b>	<b>\$ 3,031,689</b>	<b>\$ 2,714,794</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
2009 G.O. Bond Fund Capital Outlay Detail

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

***Capital Outlay Schedule***

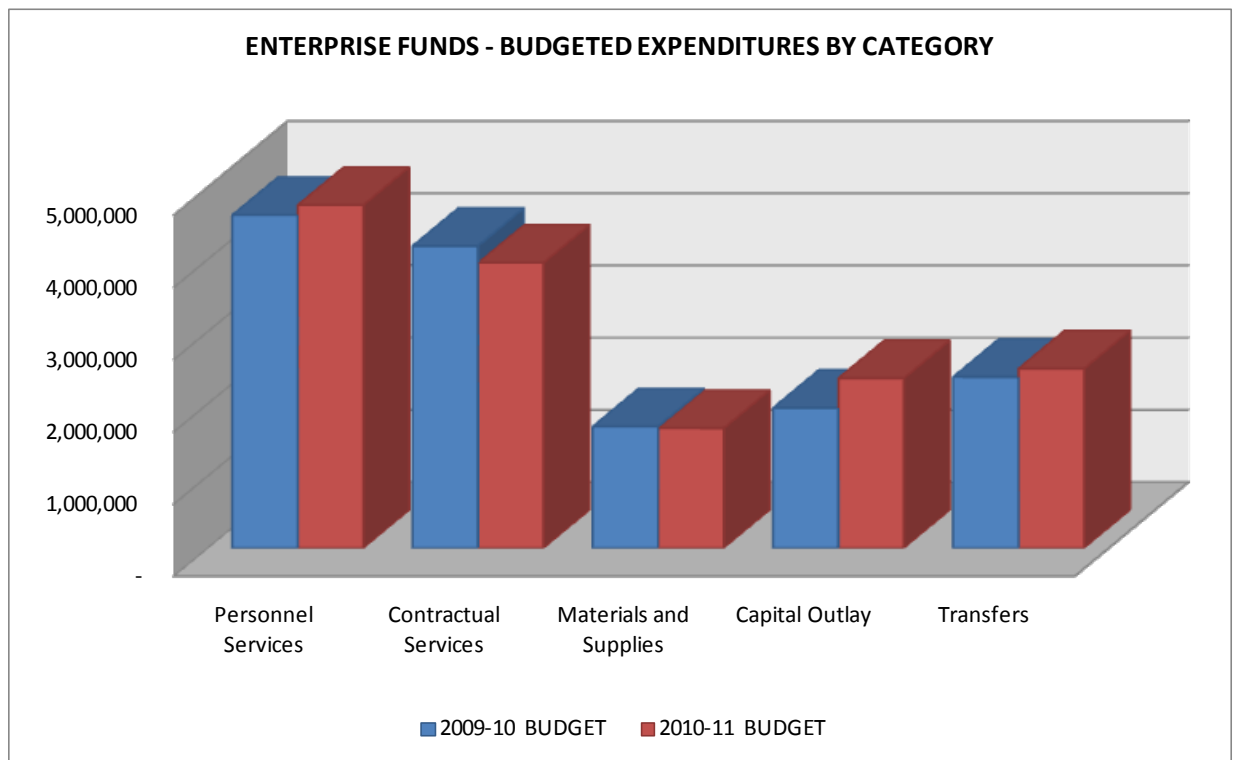
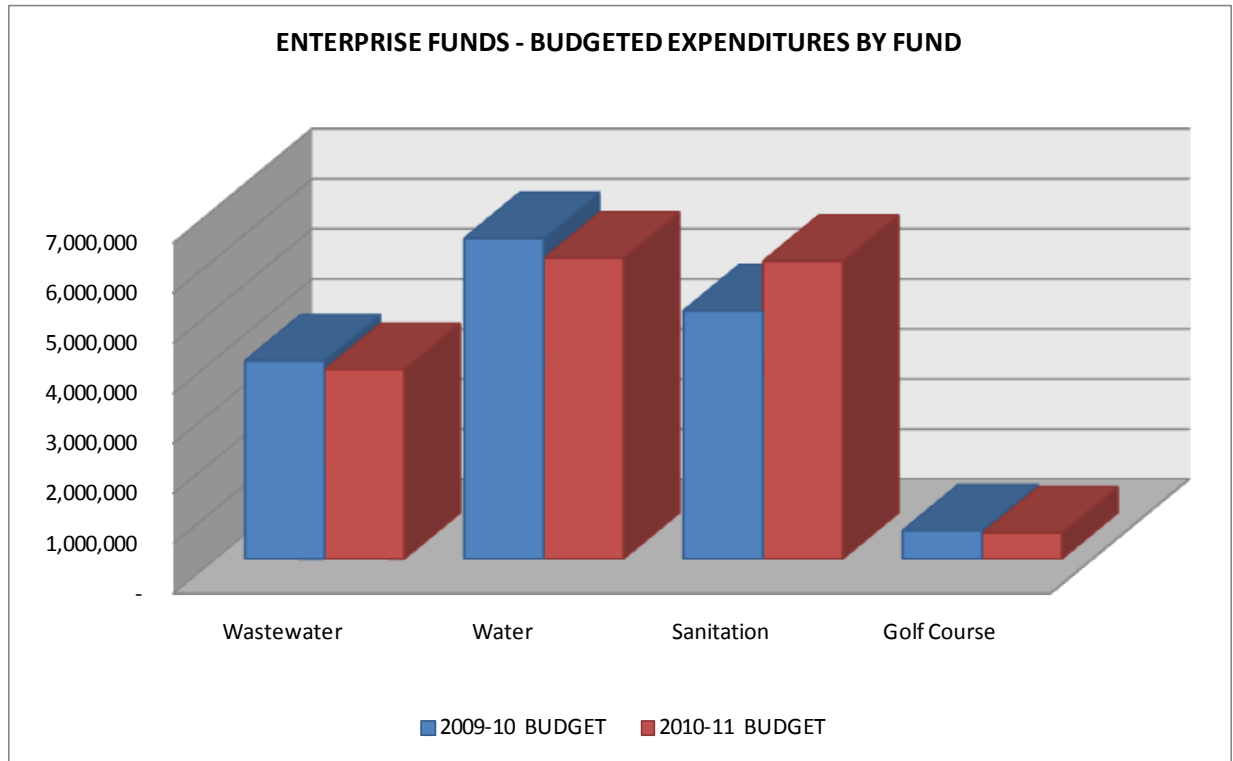
<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>08/09 ACTUAL</b>	<b>09/10 BUDGET</b>	<b>09/10 ESTIMATE</b>	<b>10/11 BUDGET</b>
170	N/A	Agent Fees for G.O. Bond	\$ -	\$ 50,337	\$ 50,335	\$ -
328	10036	FPB Rehab from 75 to Madison	-	1,549,663	169,394	1,500,000
328	10037	Tuxedo Rehab from Madison to Bison	-	80,000	131	-
328	10038	Silverlake Rd Tuxedo to FP Engineering	-	120,000	123,741	-
328	10039	Nowata Rd Rehab from 75 to Silverlake	-	800,000	1,421	800,000
328	10040	Woodland Rd Rehab from 75 to Silverlake	-	400,000	313	400,000
<b>TOTAL</b>			<b>\$ -</b>	<b>\$3,000,000</b>	<b>\$ 345,335</b>	<b>\$2,700,000</b>

# ENTERPRISE FUNDS

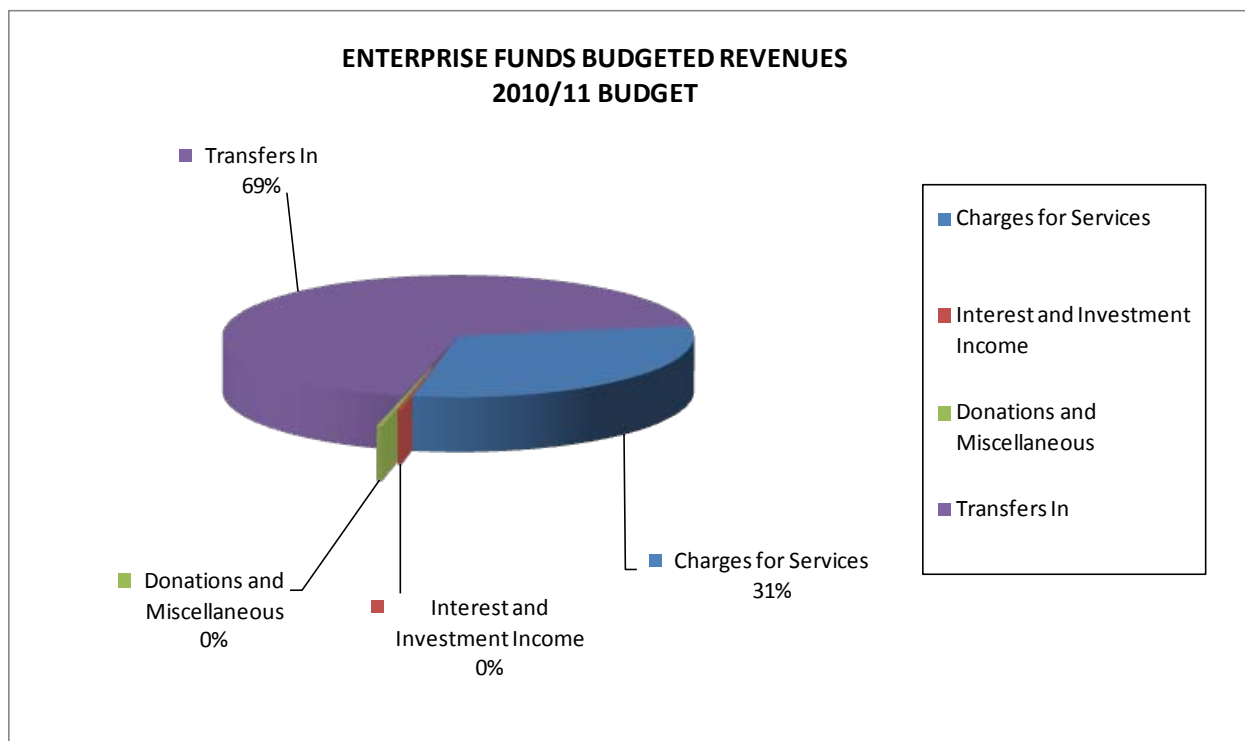
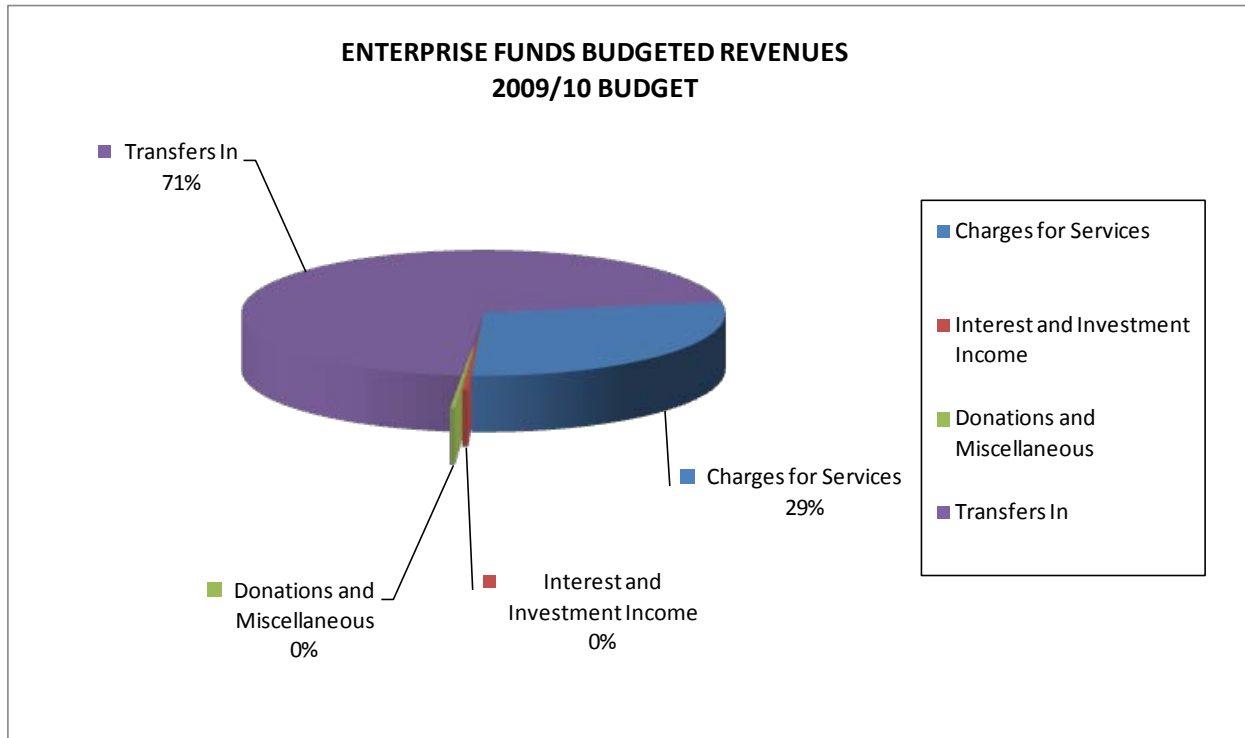


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***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Enterprise Funds – Expenditure Graphs**



***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Enterprise Funds – Revenue Graphs





**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Enterprise Funds – Summary by Fund or Source

**Expenditures and Reserves**

<b>EXPENDITURES BY FUND</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Wastewater	\$ 3,470,722	\$ 3,964,808	\$ 3,603,097	\$ 3,793,523
Water	6,618,586	6,409,470	5,454,334	6,016,356
Sanitation	3,545,329	4,962,624	3,590,874	5,953,965
Golf Course	591,019	572,622	512,749	526,640
<b>Total Expenditures and Reserves</b>	<b>\$14,225,656</b>	<b>\$15,909,524</b>	<b>\$13,161,054</b>	<b>\$16,290,484</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Charges for Services	4,249,195	4,288,940	4,187,558	4,210,949
Interest and Investment Income	66,969	56,790	40,945	36,750
Donations and Miscellaneous	133,794	50,400	135,161	47,100
Other Financing Sources	3,090	-	-	-
Transfer In: From General Fund	311,492	117,897	117,897	100,348
From BMA - Wastewater	3,390,773	3,686,746	3,453,855	3,538,910
From BMA - Water	6,597,539	6,810,828	5,411,134	5,696,817
Fund Balance	2,063,533	1,544,947	2,474,114	2,659,610
<b>Total Available for Appropriation</b>	<b>\$16,816,385</b>	<b>\$16,556,548</b>	<b>\$15,820,664</b>	<b>\$16,290,484</b>

**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**Enterprise Funds – Expenditure Summary by Line Item**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 3,319,126	\$ 3,258,166	\$ 3,270,622	\$ 3,245,000	\$ 3,196,144	\$ 3,196,144
51120 OVERTIME	56,699	79,300	61,641	79,800	79,800	79,800
51130 FICA	250,265	251,931	251,553	247,800	247,800	247,800
51140 GROUP INSURANCE	1,029,074	633,040	633,040	622,187	622,187	622,187
51150 RETIREMENT	391,694	242,731	350,069	479,500	479,500	479,500
51170 WORKER'S COMPENSATION	123,306	147,107	147,107	125,390	125,390	125,390
51180 UNEMPLOYMENT COMP	10,712	-	1,797	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 5,180,876</b>	<b>\$ 4,612,275</b>	<b>\$ 4,715,829</b>	<b>\$ 4,799,677</b>	<b>\$ 4,750,821</b>	<b>\$ 4,750,821</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 55,950	\$ 61,227	\$ 40,752	\$ 40,998	\$ 48,498	\$ 48,498
52310 UTILITIES & COMMUNICATIONS	544,173	709,956	544,768	709,412	709,412	709,412
52410 PROFESSIONAL SERVICES	103,554	137,422	204,997	98,052	98,052	98,052
52510 OTHER SERVICES	879,158	1,034,387	893,111	982,055	982,055	982,055
52610 MAINT. & REPAIR SERVICE	164,277	198,860	198,891	217,310	217,310	217,310
52710 OPERATIONAL SERVICES	1,978,250	2,041,842	2,041,842	1,897,100	1,897,100	1,897,100
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 3,727,362</b>	<b>\$ 4,183,694</b>	<b>\$ 3,924,361</b>	<b>\$ 3,944,927</b>	<b>\$ 3,952,427</b>	<b>\$ 3,952,427</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 46,966	\$ 8,199	\$ 10,670	\$ 7,849	\$ 7,849	\$ 7,849
53210 JANITORIAL SUPPLIES	7,145	7,800	6,565	7,800	7,800	7,800
53310 GENERAL SUPPLIES	952,092	958,835	919,950	943,036	943,036	943,036
53410 TOOLS & EQUIPMENT	18,658	28,868	22,194	33,758	33,758	33,758
53510 FUEL	222,100	215,190	174,156	199,000	199,000	199,000
53610 MAINT. & REPAIR MATERIALS	417,576	464,946	392,572	469,129	469,129	469,129
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,664,537</b>	<b>\$ 1,683,838</b>	<b>\$ 1,526,107</b>	<b>\$ 1,660,572</b>	<b>\$ 1,660,572</b>	<b>\$ 1,660,572</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Enterprise Funds – Expenditure Summary by Line Item**  
**(continued)**

<b>CAPITAL OUTLAY</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
55920 BUILDINGS & STRUCTURES	-	150,000	150,000	25,000	25,000	25,000
55930 OTHER IMPROVEMENTS	1,414,548	501,920	436,657	463,326	463,326	463,326
55940 MACHINERY & EQUIPMENT	88,687	506,914	8,348	1,863,647	1,863,647	1,863,647
55950 OFFICE EQUIP & FURNISH	35,515	321,187	23,684	-	-	-
55960 VEHICLES & EQUIPMENT	47,468	460,000	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 1,586,218</b>	<b>\$ 1,940,021</b>	<b>\$ 618,689</b>	<b>\$ 2,351,973</b>	<b>\$ 2,351,973</b>	<b>\$ 2,351,973</b>
<b>TRANSFERS OUT</b>						
59101 GENERAL FUND	\$ 1,940,163	\$ 2,370,140	\$ 2,370,140	\$ 2,486,160	\$ 2,486,160	\$ 2,486,160
59471 2005 GO BOND FUND	126,500	-	-	-	-	-
<b>TOTAL TRANSFERS</b>	<b>\$ 2,066,663</b>	<b>\$ 2,370,140</b>	<b>\$ 2,370,140</b>	<b>\$ 2,486,160</b>	<b>\$ 2,486,160</b>	<b>\$ 2,486,160</b>
<b>TOTAL BUDGET</b>	<b>\$ 14,225,656</b>	<b>\$ 14,789,968</b>	<b>\$ 13,155,126</b>	<b>\$ 15,243,309</b>	<b>\$ 15,201,953</b>	<b>\$ 15,201,953</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Enterprise Funds – Personnel Summary

***Personnel***

<b><i>PERSONNEL COUNTS BY DEPARTMENT</i></b>	<b><i>2008-09 ACTUAL FTEs</i></b>	<b><i>2009-10 BUDGETED FTEs</i></b>	<b><i>2009-10 ACTUAL FTEs</i></b>	<b><i>2010-11 BUDGETED FTEs</i></b>
Wastewater Fund:				
Wastewater Maintenance	12	11	11	11
Water Fund:				
Fleet Maintenance	0	0	0	0
Water Plant	14	14	14	15
Water Administration	3	3	3	3
Water Distribution	23	23	20.75	23.5
<i>Total Water</i>	<b>40</b>	<b>40</b>	<b>37.75</b>	<b>41.5</b>
Sanitation Fund:				
Sanitation	38.5	38.5	38.5	39
Golf Course Fund:				
Municipal Golf Course	<u>5</u>	<u>5</u>	<u>5</u>	<u>4</u>
<b>Total Personnel</b>	<b><u>95.5</u></b>	<b><u>94.5</u></b>	<b><u>92.25</u></b>	<b><u>95.5</u></b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Enterprise Funds – Capital Outlay Summary

***Capital***

<b><i>EXPENDITURES BY FUND &amp; DEPARTMENT</i></b>	<b><i>2010-11 BUDGETED CAPITAL EXPENDITURES</i></b>
Wastewater Fund:	
Wastewater Treatment Plant	\$ 205,000
Wastewater Maintenance	2,500
<i>Total Wastewater</i>	<b>207,500</b>
Water Fund:	
Water Plant	30,000
Water Distribution	283,326
<i>Total Water</i>	<b>313,326</b>
Sanitation Fund:	
Sanitation	<u>1,831,147</u>
<b>Total Expenditures</b>	<b><u>\$ 2,351,973</u></b>

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Wastewater Operating Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Chickasaw Wastewater Treatment Plant	\$ 2,334,007	\$ 2,302,180	\$ 2,227,787	\$ 2,121,512
Wastewater Maintenance	991,931	698,173	664,268	686,643
Transfers Out: To General	144,784	711,042	711,042	738,082
Reserves: Operating Reserve	-	238,000	-	233,712
Compensated Absences Reserve	-	15,413	-	13,574
<b>Total Expenditures and Reserves</b>	<b>\$ 3,470,722</b>	<b>\$ 3,964,808</b>	<b>\$ 3,603,097</b>	<b>\$ 3,793,523</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Interest and Investment Income	\$ 9,685	\$ 10,620	\$ 1,223	\$ 1,200
Donations and Miscellaneous	63,239	-	83,697	-
Transfer In: From BMA - Wastewater	3,390,773	3,686,746	3,453,855	3,538,910
Fund Balance	318,862	267,442	317,735	253,413
<b>Total Available for Appropriation</b>	<b>\$ 3,782,559</b>	<b>\$ 3,964,808</b>	<b>\$ 3,856,510</b>	<b>\$ 3,793,523</b>

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

### **Wastewater Operating Fund – Wastewater Treatment Plant – Summary**

Department Mission: To protect the health and quality of living of the citizens of Bartlesville through sanitary collection and treatment of wastewater.

---

Department Description: The Chickasaw Wastewater Treatment Plant and 20 Sewage Lift Stations in the collection system are operated by a private contract with Veolia Water, Inc. The plant treats residential and industrial wastewater from the community. As required by the Oklahoma Pollution Discharge Elimination System (OPDES) Permit, waste sludge from the treatment process is disposed of through injection on agricultural land for beneficial use. Plant personnel also administer the Industrial Pre-treatment Program for the City.

---

2010 Accomplishments:

- Rebuild #3 Final Clarifier Floating Siphons
- Purchased 3 Primary Clarifier Drive Units for replacement
- Factory Reconditioned the Channel Monster Grinder
- Completed all scheduled preventative maintenance tasks to extend equipment life and efficiency
- Hauled 945 loads, 4,723,000 gallons of Biosolids for land application
- Maintained Compliance with City's Industrial Pretreatment Program

---

2011 Objectives:

- Maintain 100% environmental compliance for plant operation
- Replacement of Grit Collection Components for efficient operation
- Complete annual inspections of all Industrial Pretreatment Program Significant Industrial Users
- Maintain the Planned Maintenance and Biosolids disposal programs
- Update Industrial Pretreatment Program

---

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

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***CITY OF BARTLESVILLE***

**2010-11 Operating Budget**

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

<b>FUND 509 WASTEWATER DEPT 710 CHICKASAW WASTEWATER TREATMENT PLANT</b>				
<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$2,334,007</b>	<b>\$2,302,180</b>	<b>\$2,227,787</b>	<b>\$2,121,512</b>	<b>\$2,121,512</b>



# ***CITY OF BARTLESVILLE***

## 2010-11 Operating Budget

### Wastewater Operating Fund – Wastewater Treatment Plant – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
52310 UTILITIES & COMMUNICATIONS	\$ 465	\$ 485	\$ 412	\$ 412	\$ 412	\$ 412
52410 PROFESSIONAL SERVICES	2,010	-	-	-	-	-
52510 OTHER SERVICES	21,979	19,000	\$19,000	19,000	19,000	19,000
52710 OPERATIONAL SERVICES	1,978,250	2,041,842	2,041,842	1,897,100	1,897,100	1,897,100
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 2,002,704</b>	<b>\$ 2,061,327</b>	<b>\$ 2,061,254</b>	<b>\$ 1,916,512</b>	<b>\$ 1,916,512</b>	<b>\$ 1,916,512</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53610 MAINT. & REPAIR MATERIALS	\$ 901	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 901</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>						
55920 BUILDINGS & STRUCTURES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
55930 OTHER IMPROVEMENTS	-	-	-	25,000	25,000	25,000
55940 MACHINERY & EQUIPMENT	330,402	240,853	166,533	180,000	180,000	180,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 330,402</b>	<b>\$ 240,853</b>	<b>\$ 166,533</b>	<b>\$ 205,000</b>	<b>\$ 205,000</b>	<b>\$ 205,000</b>
<b>TOTAL BUDGET</b>	<b>\$ 2,334,007</b>	<b>\$ 2,302,180</b>	<b>\$ 2,227,787</b>	<b>\$ 2,121,512</b>	<b>\$ 2,121,512</b>	<b>\$ 2,121,512</b>

***CITY OF BARTLESVILLE***

2010-11 Operating Budget

Wastewater Operating Fund – Wastewater Treatment Plant – Personnel and Capital Detail

**FUND 509 WASTEWATER**

**DEPT 710 CHICKASAW WASTEWATER TREATMENT PLANT**

***CAPITAL OUTLAY SCHEDULE***

<b><i>ACCOUNT NUMBER</i></b>	<b><i>ITEM</i></b>	<b><i>ADDITION OR REPLACEMENT</i></b>	<b><i>QUANTITY</i></b>	<b><i>BUDGETED EXPENDITURE</i></b>
55930	Equal Basin Joint Repair	Replace	N/A	\$ 25,000
55940	Floating Final Clarifier Siphon	Replace	1	135,000
55940	Grit Collector Components	Replace	N/A	45,000
<b>TOTAL</b>				<b>\$ 205,000</b>

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

### **Wastewater Operating Fund – Wastewater Maintenance – Summary**

Department Mission: To maintain the sanitary sewer system in a condition that prevents potentially harmful failures, and to perform emergency repairs in the event of such failures.

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Department Description: The Wastewater Maintenance Department is responsible for maintenance of the sanitary sewer system, including force mains and collector lines. A majority of its work is preventative maintenance to remove tree roots, accumulations of grease and other materials in the system which cause sewer line blockages and sewer backups. Crews can also perform repairs to the lines when necessary.

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2010 Accomplishments:

- Completed Video of 14,652 feet of sanitary sewer main for routine maintenance and Sanitary Sewer Inflow and Infiltration Elimination Study
- Hydraulically jet cleaned 574,856 feet of sanitary sewer main
- Jet sawed 46,884 feet of mainline
- Installed 11,145 feet of foam for root control
- Completed 28 point repairs, installing 1,943 feet of pipe
- Installed new manhole ring & lids for reduction of inflow and infiltration
- Purchased a new camera van for evaluation of the sanitary sewer system
- Provided assistance as required to complete the SSES Study
- Continued the identification and remediation of Private Side Defect

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2011 Objectives:

- Continue the Routine Main Line Cleaning Program
- Identify leaking manholes for installation of rings and lids to reduce inflow and infiltration
- Continue the root control and chemical grout sealing program.
- Complete point repairs as required to reduce backups
- Provide assistance for the correction of private side defects and repair of mainline problems identified in the SSES Study

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# ***CITY OF BARTLESVILLE***

## **2010-11 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>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$991,931</b>	<b>\$698,173</b>	<b>\$664,268</b>	<b>\$686,643</b>	<b>\$686,643</b>

**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**Wastewater Operating Fund – Wastewater Maintenance – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 439,484	\$ 399,897	\$ 408,320	\$ 403,000	\$ 397,292	\$ 397,292
51120 OVERTIME	3,508	8,100	5,900	8,200	8,200	8,200
51130 FICA	32,803	30,562	31,688	30,800	30,800	30,800
51140 GROUP INSURANCE	359,960	83,478	83,478	76,045	76,045	76,045
51150 DB RETIREMENT	52,363	44,901	41,696	58,300	58,300	58,300
51155 DC RETIREMENT	-	-	894	2,600	2,600	2,600
51170 WORKER'S COMPENSATION	3,253	4,080	4,080	475	475	475
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 891,371</b>	<b>\$ 571,018</b>	<b>\$ 576,056</b>	<b>\$ 579,420</b>	<b>\$ 573,712</b>	<b>\$ 573,712</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 4,948	\$ 6,100	\$ 4,638	\$ 5,066	\$ 5,066	\$ 5,066
52310 UTILITIES & COMMUNICATIONS	2,947	3,350	1,326	3,000	3,000	3,000
52410 PROFESSIONAL SERVICES	-	19,000	-	19,000	19,000	19,000
52510 OTHER SERVICES	3,754	1,175	775	1,000	1,000	1,000
52610 MAINT. & REPAIR SERVICE	9,489	15,000	18,275	10,000	10,000	10,000
52810 INSURANCE & BONDS	2,000	-	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 23,138</b>	<b>\$ 44,625</b>	<b>\$ 25,014</b>	<b>\$ 38,066</b>	<b>\$ 38,066</b>	<b>\$ 38,066</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 91	\$ -	\$ 651	\$ -	\$ -	\$ -
53310 GENERAL SUPPLIES	8,900	10,740	12,455	10,500	10,500	10,500
53410 TOOLS & EQUIPMENT	2,839	1,475	1,665	6,865	6,865	6,865
53510 FUEL	22,717	27,040	20,000	20,000	20,000	20,000
53610 MAINT. & REPAIR MATERIALS	39,175	37,500	28,427	35,000	35,000	35,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 73,722</b>	<b>\$ 76,755</b>	<b>\$ 63,198</b>	<b>\$ 72,365</b>	<b>\$ 72,365</b>	<b>\$ 72,365</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Wastewater Operating Fund – Wastewater Maintenance – Line Item Detail  
(continued)

<b><i>CAPITAL OUTLAY</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 REQUEST</i></b>	<b><i>CITY MGR REC</i></b>	<b><i>2010-11 APPROVED</i></b>
55940 MACHINERY & EQUIPMENT	\$ 3,700	\$ 2,775	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
55950 OFFICE EQUIP & FURNISH	-	3,000	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<u>\$ 3,700</u>	<u>\$ 5,775</u>	<u>\$ -</u>	<u>\$ 2,500</u>	<u>\$ 2,500</u>	<u>\$ 2,500</u>
<b><i>TOTAL BUDGET</i></b>	<u>\$ 991,931</u>	<u>\$ 698,173</u>	<u>\$ 664,268</u>	<u>\$ 692,351</u>	<u>\$ 686,643</u>	<u>\$ 686,643</u>

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

### **Wastewater Operating Fund – Wastewater Maintenance – Personnel and Capital Detail**

#### **FUND 509 WASTEWATER DEPT 715 WASTEWATER MAINTENANCE**

#### ***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2008-09 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2010-11 BUDGTED NUMBER OF EMPLOYEES</i></b>
WW Maint Supervisor	1	1	1	1
Wastewater Equip Operator	5	5	5	5
Maintenance Worker	4	4	4	4
UT Maint Worker	1	1	1	1
Administrative Assistant	1	0	0	0
<b>TOTAL</b>	<b>12</b>	<b>11</b>	<b>11</b>	<b>11</b>

#### ***CAPITAL OUTLAY SCHEDULE***

<b><i>ACCOUNT NUMBER</i></b>	<b><i>ITEM</i></b>	<b><i>ADDITION OR REPLACEMENT</i></b>	<b><i>QUANTITY</i></b>	<b><i>BUDGETED EXPENDITURE</i></b>
55940	Sonde and Receiver	Replacement	1	\$ 2,500
<b>TOTAL</b>				<b>\$ 2,500</b>

***CITY OF BARTLESVILLE***  
**2010-11 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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2010 Accomplishments:      N/A

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2011 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**

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$144,784</b>	<b>\$711,042</b>	<b>\$711,042</b>	<b>\$738,082</b>	<b>\$738,082</b>



***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Wastewater Operating Fund – Transfers – Line Item Detail

<b>TRANSFERS OUT</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
59101 GENERAL FUND	\$ 144,784	\$ 711,042	\$ 711,042	\$ 738,082	\$ 738,082	\$ 738,082
<b>TOTAL TRANSFERS</b>	<u>\$ 144,784</u>	<u>\$ 711,042</u>	<u>\$ 711,042</u>	<u>\$ 738,082</u>	<u>\$ 738,082</u>	<u>\$ 738,082</u>
<b>TOTAL BUDGET</b>	<u>\$ 144,784</u>	<u>\$ 711,042</u>	<u>\$ 711,042</u>	<u>\$ 738,082</u>	<u>\$ 738,082</u>	<u>\$ 738,082</u>

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Water Operating Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Water Plant	\$ 2,448,753	\$ 3,045,849	\$ 2,844,847	\$ 2,655,843
Water Administration	246,358	370,585	212,916	243,061
Water Distribution	2,592,645	1,561,076	1,448,515	1,701,310
Transfers Out: To General	1,204,330	948,056	948,056	997,347
To 2005 G.O. Bond Fund	126,500	-	-	-
Reserves: Operating Reserve	-	429,650	-	369,896
Compensated Absences Reserve	-	54,254	-	48,899
<b>Total Expenditures and Reserves</b>	<b>\$ 6,618,586</b>	<b>\$ 6,409,470</b>	<b>\$ 5,454,334</b>	<b>\$ 6,016,356</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Interest and Investment Income	\$ 7,643	\$ 8,910	\$ 983	\$ 810
Donations and Miscellaneous	61,911	42,000	42,217	37,900
Transfer In: From BMA - Water	6,597,539	6,810,828	5,411,134	5,696,817
Fund Balance	287,552	172,529	280,829	280,829
<b>Total Available for Appropriation</b>	<b>\$ 6,954,645</b>	<b>\$ 7,034,267</b>	<b>\$ 5,735,163</b>	<b>\$ 6,016,356</b>

***CITY OF BARTLESVILLE***  
2010-11 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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2010 Accomplishments:

- Achieved compliance with all US EPA & ODEQ Regulations
- Completed the Initial Distribution System Evaluation Study
- Began work on the Water System Improvements Project which will include a new 4MG Mound Tank, new elevated Madison Tank, Indiana Pump Station Renovation, and standby power for 4 booster pump stations
- Treated 2,122,240,000 gallons of water during the 2009 calendar year
- Completed the contractual installation of 4,240 feet of new 36” water line to serve the new Mound Tank
- Completed the demolition of the Mound Pump Station

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2011 Objectives:

- Complete replacement of pumps, valves, piping for the Hulah Pump Station renovation
- Complete the new Mound Water Ground Storage Tank
- Complete the renovation of the Indiana Pump Station
- Maintain compliance with all EPA and ODEQ Regulations
- Prepare and distribute the Consumer Confidence Report
- Complete the Water Treatability Study

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***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Water Operating Fund – Water Plant – Summary**  
**(continued)**

Budget Highlights:      The major expenditures in this department are personnel costs, utilities to operate the water plant and pumping stations, and the chemicals necessary to treat the raw water.

<b>FUND 510 WATER DEPT 720 WATER PLANT</b>				
<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$2,448,753</b>	<b>\$3,045,849</b>	<b>\$2,844,847</b>	<b>\$2,655,843</b>	<b>\$2,655,843</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Water Operating Fund – Water Plant – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 478,853	\$ 486,085	\$ 476,500	\$ 528,000	\$ 520,580	\$ 520,580
51120 OVERTIME	27,803	25,000	25,000	25,100	25,100	25,100
51130 FICA	37,125	39,077	38,283	40,300	40,300	40,300
51140 GROUP INSURANCE	171,000	97,391	97,391	96,785	96,785	96,785
51150 DB RETIREMENT	58,856	53,532	51,372	68,600	68,600	68,600
51155 DC RETIREMENT	-	-	705	6,200	6,200	6,200
51170 WORKER'S COMPENSATION	30,624	14,712	14,712	316	316	316
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 804,261</b>	<b>\$ 715,797</b>	<b>\$ 703,963</b>	<b>\$ 765,301</b>	<b>\$ 757,881</b>	<b>\$ 757,881</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 8,224	\$ 6,000	\$ 5,907	\$ 6,700	\$ 6,700	\$ 6,700
52310 UTILITIES & COMMUNICATIONS	491,415	650,000	500,000	650,000	650,000	650,000
52410 PROFESSIONAL SERVICES	26,734	41,170	51,170	1,800	1,800	1,800
52510 OTHER SERVICES	93,541	180,710	131,365	132,742	132,742	132,742
52610 MAINT. & REPAIR SERVICE	114,019	145,860	151,260	168,810	168,810	168,810
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 733,933</b>	<b>\$ 1,023,740</b>	<b>\$ 839,702</b>	<b>\$ 960,052</b>	<b>\$ 960,052</b>	<b>\$ 960,052</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 3,212	\$ 2,000	\$ 2,000	\$ 1,500	\$ 1,500	\$ 1,500
53210 JANITORIAL SUPPLIES	1,545	1,800	1,800	1,800	1,800	1,800
53310 GENERAL SUPPLIES	867,852	863,918	855,000	859,500	859,500	859,500
53410 TOOLS & EQUIPMENT	7,239	3,500	3,500	3,500	3,500	3,500
53510 FUEL	5,773	9,500	7,428	7,500	7,500	7,500
53610 MAINT. & REPAIR MATERIALS	24,938	25,027	30,887	34,110	34,110	34,110
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 910,559</b>	<b>\$ 905,745</b>	<b>\$ 900,615</b>	<b>\$ 907,910</b>	<b>\$ 907,910</b>	<b>\$ 907,910</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Water Operating Fund – Water Plant – Line Item Detail**  
**(continued)**

<b><i>CAPITAL OUTLAY</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 REQUEST</i></b>	<b><i>CITY MGR REC</i></b>	<b><i>2010-11 APPROVED</i></b>
55920 BUILDINGS & STRUCTURES	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -
55930 OTHER IMPROVEMENTS	-	250,567	250,567	-	-	-
55940 MACHINERY & EQUIPMENT	-	-	-	30,000	30,000	30,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ 400,567</b>	<b>\$ 400,567</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>
<b><i>TOTAL BUDGET</i></b>	<b><u>\$ 2,448,753</u></b>	<b><u>\$ 3,045,849</u></b>	<b><u>\$ 2,844,847</u></b>	<b><u>\$ 2,663,263</u></b>	<b><u>\$ 2,655,843</u></b>	<b><u>\$ 2,655,843</u></b>

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Water Operating Fund – Water Plant – Personnel and Capital Detail

**FUND 510 WATER  
DEPT 720 WATER PLANT**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2008-09 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2009-10 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGTED NUMBER OF EMPLOYEES</b>
Water Plant Superintendent	1	1	1	1
Electronics Technician	1	1	1	1
Plant Mechanic	2	2	2	2
Lab Technician	1	1	1	1
Water Plant Operator	8	8	8	8
Maintenance Worker	1	1	1	2
<b>TOTAL</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>15</b>

**CAPITAL OUTLAY SCHEDULE**

<b>ACCOUNT NUMBER</b>	<b>ITEM</b>	<b>ADDITION OR REPLACEMENT</b>	<b>QUANTITY</b>	<b>BUDGETED EXPENDITURE</b>
510-720-55940	Tractor with attachments	Replacement	1	\$ 30,000
<b>TOTAL</b>				<b>\$ 30,000</b>

***CITY OF BARTLESVILLE***  
2010-11 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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2010 Accomplishments:

- Completed the EPA Initial Distribution System Evaluation Program
- Project startup for construction of the \$7.62 million dollar Water System Improvements Project that includes a new Mound Water Tank, the addition of Standby Power, a new Madison Tank, Indiana Pump Station renovation, & demolition of the old water treatment plant
- Planned and bid a construction project for upgrading the Hulah Lake Raw Water Pump Station
- Completed construction of the Shawnee Lift Station VFD Installation Project

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2011 Objectives:

- Provide project oversight for the six contracts contained in the Water Distribution and Storage Facilities Project
- Complete the Wastewater Treatment and Collection System Facility Plan Update
- Oversee bidding and construction of approximately 13,000 feet of existing 8" water line feeding Circle Mountain
- Complete construction of Hulah Lake Raw Water Pump Station upgrades
- Evaluate treatment processes and plan for a new south wastewater treatment facility

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



***CITY OF BARTLESVILLE***  
 2010-11 Operating Budget  
 Water Operating Fund – Water Administration – Summary  
 (continued)

FUND 510 WATER DEPT 725 WATER ADMINISTRATION				
2008-09 ACTUAL	2009-10 BUDGET	2009-10 ESTIMATE	2010-11 CITY MGR RECOMMENDS	2010-11 APPROVED BUDGET
\$246,358	\$370,585	\$212,916	\$243,061	\$243,061

**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**Water Operating Fund – Water Administration – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 154,873	\$ 154,507	\$ 136,580	\$ 167,000	\$ 163,623	\$ 163,623
51130 FICA	11,770	11,931	10,316	12,800	12,800	12,800
51140 GROUP INSURANCE	4,348	13,913	13,913	13,826	13,826	13,826
51150 DB RETIREMENT	16,898	16,435	16,637	25,400	25,400	25,400
51155 DC RETIREMENT	-	-	-	1,800	1,800	1,800
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 187,889</b>	<b>\$ 196,786</b>	<b>\$ 177,446</b>	<b>\$ 220,826</b>	<b>\$ 217,449</b>	<b>\$ 217,449</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 713	\$ 750	\$ 1,185	\$ 712	\$ 712	\$ 712
52310 UTILITIES & COMMUNICATIONS	12,748	13,500	13,049	13,500	13,500	13,500
52510 OTHER SERVICES	7,591	5,512	5,030	5,200	5,200	5,200
52610 MAINT. & REPAIR SERVICE	-	-	140	500	500	500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 21,052</b>	<b>\$ 19,762</b>	<b>\$ 19,404</b>	<b>\$ 19,912</b>	<b>\$ 19,912</b>	<b>\$ 19,912</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 22,136	\$ 2,000	\$ 2,165	\$ 2,150	\$ 2,150	\$ 2,150
53210 JANITORIAL SUPPLIES	1,523	1,500	1,250	1,500	1,500	1,500
53310 GENERAL SUPPLIES	841	700	950	950	950	950
53410 TOOLS & EQUIPMENT	-	100	149	100	100	100
53510 FUEL	305	550	-	500	500	500
53610 MAINT. & REPAIR MATERIALS	187	500	500	500	500	500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 24,992</b>	<b>\$ 5,350</b>	<b>\$ 5,014</b>	<b>\$ 5,700</b>	<b>\$ 5,700</b>	<b>\$ 5,700</b>
<b>CAPITAL OUTLAY</b>						
55950 OFFICE EQUIP & FURNISH	\$ 12,425	\$ 148,687	\$ 11,052	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 12,425</b>	<b>\$ 148,687</b>	<b>\$ 11,052</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 246,358</b>	<b>\$ 370,585</b>	<b>\$ 212,916</b>	<b>\$ 246,438</b>	<b>\$ 243,061</b>	<b>\$ 243,061</b>

# ***CITY OF BARTLESVILLE***

2010-11 Operating Budget

Water Operating Fund – Water Administration – Personnel and Capital Detail

FUND 510 WATER  
DEPT 725 WATER ADMINISTRATION

## ***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2008-09 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2010-11 BUDGTED NUMBER OF EMPLOYEES</i></b>
Water Utilities Director	1	1	1	1
Senior Administrative Assistant	1	1	1	1
Administrative Assistant	0	0	1	1
Temporary	1	1	0	0
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>

# ***CITY OF BARTLESVILLE***

## **2010-11 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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2010 Accomplishments:

- Install new front feed water services to 13 customers currently served by an old line in the alley between 15<sup>th</sup> Street and 16<sup>th</sup> Street, Dewey and Osage
- Completed the annual flushing, testing, service and painting approximately 1,600 fire hydrants
- Installed 1,250 feet of new 2" water line on the top of Radar Hill
- Installed 650 feet of new 8" water line on Monticello from Camelot to Regency
- Repaired 81 Water Leaks and installed 47 new water service
- Installed 600 feet of new 8" water line in the on Jefferson south of Wayside

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2011 Objectives:

- Complete the installation of approximately 13,700 feet of new 8" water line in the Circle Mountain Water Line Replacement Project
- Continue replacement of antiquated water meters for increased billing accuracy
- Test and flush approximately 1,600 fire hydrants providing the required service and maintenance
- Install new front feed services to 16 customers currently served by an old 2" water line in the alley between Johnstone and Keeler, 15<sup>th</sup> to 16<sup>th</sup> Streets

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***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Water Operating Fund – Water Distribution – Summary**  
**(continued)**

Budget Highlights:      The major expenditures in this department are personnel costs, fuel, maintenance and repair services, and replacement equipment and improvements.

<b>FUND 510 WATER DEPT 730 WATER DISTRIBUTION</b>				
<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$2,592,645</b>	<b>\$1,561,076</b>	<b>\$1,448,515</b>	<b>\$1,701,310</b>	<b>\$1,701,310</b>

**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**Water Operating Fund – Water Distribution – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 799,104	\$ 785,840	\$ 793,943	\$ 704,000	\$ 693,948	\$ 693,948
51120 OVERTIME	24,509	30,000	30,064	30,100	30,100	30,100
51130 FICA	61,218	61,074	60,964	53,700	53,700	53,700
51140 GROUP INSURANCE	81,053	159,999	159,999	152,090	152,090	152,090
51150 DB RETIREMENT	96,034	90,158	80,547	103,400	103,400	103,400
51155 DC RETIREMENT	-	-	2,677	6,200	6,200	6,200
51170 WORKER'S COMPENSATION	24,011	76,695	76,695	47,126	47,126	47,126
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 1,085,929</b>	<b>\$ 1,203,766</b>	<b>\$ 1,204,889</b>	<b>\$ 1,096,616</b>	<b>\$ 1,086,564</b>	<b>\$ 1,086,564</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 9,630	\$ 10,725	\$ 8,570	\$ 8,640	\$ 8,640	\$ 8,640
52510 OTHER SERVICES	3,302	12,020	750	11,755	11,755	11,755
52610 MAINT. & REPAIR SERVICE	31,533	8,500	9,900	10,000	10,000	10,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 44,465</b>	<b>\$ 31,245</b>	<b>\$ 19,220</b>	<b>\$ 30,395</b>	<b>\$ 30,395</b>	<b>\$ 30,395</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ -	\$ 636	\$ -	\$ -	\$ -
53210 JANITORIAL SUPPLIES	126	-	-	-	-	-
53310 GENERAL SUPPLIES	11,970	9,400	5,805	9,400	9,400	9,400
53410 TOOLS & EQUIPMENT	3,702	6,125	6,125	6,125	6,125	6,125
53510 FUEL	33,808	41,600	33,435	36,000	36,000	36,000
53610 MAINT. & REPAIR MATERIALS	215,724	249,500	150,500	249,500	249,500	249,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 265,330</b>	<b>\$ 306,625</b>	<b>\$ 196,501</b>	<b>\$ 301,025</b>	<b>\$ 301,025</b>	<b>\$ 301,025</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Water Operating Fund – Water Distribution – Line Item Detail**  
**(continued)**

<b><i>CAPITAL OUTLAY</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 REQUEST</i></b>	<b><i>CITY MGR REC</i></b>	<b><i>2010-11 APPROVED</i></b>
55930 OTHER IMPROVEMENTS	\$ 1,084,146	\$ 10,500	\$ 19,557	\$ 283,326	\$ 283,326	\$ 283,326
55940 MACHINERY & EQUIPMENT	84,987	8,940	8,348	-	-	-
55960 VEHICLES & EQUIPMENT	27,788	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 1,196,921</b>	<b>\$ 19,440</b>	<b>\$ 27,905</b>	<b>\$ 283,326</b>	<b>\$ 283,326</b>	<b>\$ 283,326</b>
<b><i>TOTAL BUDGET</i></b>	<b><i>\$ 2,592,645</i></b>	<b><i>\$ 1,561,076</i></b>	<b><i>\$ 1,448,515</i></b>	<b><i>\$ 1,711,362</i></b>	<b><i>\$ 1,701,310</i></b>	<b><i>\$ 1,701,310</i></b>

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

### **Water Operating Fund – Water Distribution – Personnel and Capital Detail**

**FUND 510 WATER  
DEPT 730 WATER DISTRIBUTION**

#### ***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2008-09 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2010-11 BUDGTED NUMBER OF EMPLOYEES</i></b>
Water Distribution Supervisor	1	1	1	1
Concrete Mason	1	1	1	1
Utility Const. Crew Leader	1	1	1	1
Equipment Operator	3	3	3	3
Water Utility Service Coordinator	1	1	1	1
Water Utility Service Rep.	3	3	3	3
Fiscal Technician	1	1	1	1
Maintenance Worker	12	12	9	9
Unfunded (Maintenance Worker)	0	0	0	3
1/4 Maint Work (Shared Parks)	0	0	0.75	0.5
<b>TOTAL</b>	<b>23</b>	<b>23</b>	<b>20.75</b>	<b>23.5</b>

#### ***CAPITAL OUTLAY SCHEDULE***

<b><i>ACCOUNT NUMBER</i></b>	<b><i>ITEM</i></b>	<b><i>ADDITION OR REPLACEMENT</i></b>	<b><i>QUANTITY</i></b>	<b><i>BUDGETED EXPENDITURE</i></b>
510-730-55930	Circle Mountain Water Line	Replacement	13,000 ft	\$ 283,326
<b>TOTAL</b>				<b>\$ 283,326</b>



***CITY OF BARTLESVILLE***  
**2010-11 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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2010 Accomplishments:      N/A

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2011 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>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$1,330,830</b>	<b>\$948,056</b>	<b>\$948,056</b>	<b>\$997,347</b>	<b>\$997,347</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Water Operating Fund – Transfers – Line Item Detail**

<b>TRANSFERS OUT</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
59101 GENERAL FUND	\$ 1,204,330	\$ 948,056	\$ 948,056	\$ 997,347	\$ 997,347	\$ 997,347
59471 2005 GO BOND FUND	126,500	-	-	-	-	-
<b>TOTAL TRANSFERS</b>	<b>\$ 1,330,830</b>	<b>\$ 948,056</b>	<b>\$ 948,056</b>	<b>\$ 997,347</b>	<b>\$ 997,347</b>	<b>\$ 997,347</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,330,830</b>	<b>\$ 948,056</b>	<b>\$ 948,056</b>	<b>\$ 997,347</b>	<b>\$ 997,347</b>	<b>\$ 997,347</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Sanitation Operating Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>		<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 BUDGET</i></b>
Sanitation		\$ 2,954,280	\$ 3,875,036	\$ 2,879,832	\$ 4,810,256
Transfers Out:	To General	591,049	711,042	711,042	750,731
Reserves:	Operating Reserve	-	319,487	-	335,686
	Compensated Absences Reserve	-	57,059	-	57,292
<b>Total Expenditures and Reserves</b>		<b><u>\$ 3,545,329</u></b>	<b><u>\$ 4,962,624</u></b>	<b><u>\$ 3,590,874</u></b>	<b><u>\$ 5,953,965</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>		<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 BUDGET</i></b>
Charges for Services		\$ 3,900,642	\$ 3,925,440	\$ 3,828,112	\$ 3,849,549
Interest and Investment Income		46,431	35,370	35,767	32,130
Donations and Miscellaneous		8,644	8,400	9,247	9,200
Fund Balance		1,425,924	993,414	1,780,834	2,063,086
<b>Total Available for Appropriation</b>		<b><u>\$ 5,381,641</u></b>	<b><u>\$ 4,962,624</u></b>	<b><u>\$ 5,653,960</u></b>	<b><u>\$ 5,953,965</u></b>

***CITY OF BARTLESVILLE***  
2010-11 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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2010 Accomplishments:

- Provided a neighborhood clean-up program with community development
- Offered a drop off site fall cleanup program thru assistance with Osage landfill
- Hired R.W Beck Company to do a cost of services analysis to determine what changes can be made to our rate structure in an effort to save our citizens money
- Operated a community drop off site for recyclables

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2011 Objectives:

- Continue to move forward with implementation of a fully automated refuse collection system
- Begin a public education program on the transition to automated refuse collection
- Finalize the purchase of a fully automated refuse truck
- Begin automated refuse collection on 2 routes
- Move the billing and work order generation process to the billing department

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***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Sanitation Operating Fund – Sanitation – Summary  
(continued)

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

<b>FUND 511 SANITATION DEPT 750 SANITATION</b>				
<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$2,954,280</b>	<b>\$3,875,036</b>	<b>\$2,879,832</b>	<b>\$4,810,256</b>	<b>\$4,810,256</b>

**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**Sanitation Operating Fund – Sanitation – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 1,255,709	\$ 1,238,489	\$ 1,260,613	\$ 1,276,000	\$ 1,257,643	\$ 1,257,643
51120 OVERTIME	-	15,100	-	15,200	15,200	15,200
51130 FICA	93,026	94,595	95,801	97,400	97,400	97,400
51140 GROUP INSURANCE	322,826	236,520	236,520	241,962	241,962	241,962
51150 DB RETIREMENT	144,500	14,331	136,242	193,100	193,100	193,100
51155 DC RETIREMENT	-	-	1,652	6,800	6,800	6,800
51170 WORKER'S COMPENSATION	57,052	48,041	48,041	63,743	63,743	63,743
51180 UNEMPLOYMENT COMP	10,712	-	1,797	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 1,883,825</b>	<b>\$ 1,647,076</b>	<b>\$ 1,780,666</b>	<b>\$ 1,894,205</b>	<b>\$ 1,875,848</b>	<b>\$ 1,875,848</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 1,821	\$ 3,680	\$ 1,199	\$ 3,680	\$ 3,680	\$ 3,680
52310 UTILITIES & COMMUNICATIONS	4,365	6,500	3,747	6,500	6,500	6,500
52410 PROFESSIONAL SERVICES	-	-	76,575	-	-	-
52510 OTHER SERVICES	739,823	802,108	726,750	802,108	802,108	802,108
52610 MAINT. & REPAIR SERVICE	7,893	25,000	18,035	25,000	25,000	25,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 753,902</b>	<b>\$ 837,288</b>	<b>\$ 826,306</b>	<b>\$ 837,288</b>	<b>\$ 837,288</b>	<b>\$ 837,288</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 20,630	\$ 3,100	\$ 1,618	\$ 3,100	\$ 3,100	\$ 3,100
53210 JANITORIAL SUPPLIES	1,801	2,000	680	2,000	2,000	2,000
53310 GENERAL SUPPLIES	9,069	19,686	9,888	19,686	19,686	19,686
53410 TOOLS & EQUIPMENT	3,112	16,168	10,080	16,168	16,168	16,168
53510 FUEL	148,661	120,000	101,304	120,000	120,000	120,000
53610 MAINT. & REPAIR MATERIALS	99,400	105,019	136,658	105,019	105,019	105,019
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 282,673</b>	<b>\$ 265,973</b>	<b>\$ 260,228</b>	<b>\$ 265,973</b>	<b>\$ 265,973</b>	<b>\$ 265,973</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Sanitation Operating Fund – Sanitation – Line Item Detail**  
**(continued)**

<b><i>CAPITAL OUTLAY</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 REQUEST</i></b>	<b><i>CITY MGR REC</i></b>	<b><i>2010-11 APPROVED</i></b>
55940 MACHINERY & EQUIPMENT	\$ -	\$ 495,199	\$ -	\$ 1,831,147	\$ 1,831,147	\$ 1,831,147
55950 OFFICE EQUIP & FURNISH	14,200	169,500	12,632	-	-	-
55960 VEHICLES & EQUIPMENT	19,680	460,000	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 33,880</b>	<b>\$ 1,124,699</b>	<b>\$ 12,632</b>	<b>\$ 1,831,147</b>	<b>\$ 1,831,147</b>	<b>\$ 1,831,147</b>
<b><i>TOTAL BUDGET</i></b>	<b><u>\$ 2,954,280</u></b>	<b><u>\$ 3,875,036</u></b>	<b><u>\$ 2,879,832</u></b>	<b><u>\$ 4,828,613</u></b>	<b><u>\$ 4,810,256</u></b>	<b><u>\$ 4,810,256</u></b>

**CITY OF BARTLESVILLE**  
 2010-11 Operating Budget  
 Sanitation Operating Fund – Sanitation – Personnel and Capital Detail

**FUND 511 SANITATION  
 DEPT 750 SANITATION**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2008-09 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2009-10 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2009-10 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2010-11 BUDGETED NUMBER OF EMPLOYEES</b>
Public Works Director	0.5	0.5	0.5	1
Sanitation Supervisor	1	1	1	1
Equipment Operator	2	2	2	2
Refuse Driver	11	11	11	11
Senior Administrative Assistant	1	1	1	1
Sanitation Maintenance Tech	1	1	1	1
Refuse Collector	22	22	22	22
<b>TOTAL</b>	<b>38.5</b>	<b>38.5</b>	<b>38.5</b>	<b>39</b>

**CAPITAL OUTLAY SCHEDULE**

<b>ACCOUNT NUMBER</b>	<b>ITEM</b>	<b>ADDITION OR REPLACEMENT</b>	<b>QUANTITY</b>	<b>BUDGETED EXPENDITURE</b>
511-750-55940	Solid Waste Conversion	Replacement	N/A	\$ 1,831,147
<b>TOTAL</b>				<b>\$ 1,831,147</b>



***CITY OF BARTLESVILLE***  
**2010-11 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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2010 Accomplishments:      N/A

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2011 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>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$591,049</b>	<b>\$711,042</b>	<b>\$711,042</b>	<b>\$750,731</b>	<b>\$750,731</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Sanitation Operating Fund – Transfers – Line Item Detail

<b>TRANSFERS OUT</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
59101 GENERAL FUND	\$ 591,049	\$ 711,042	\$ 711,042	\$ 750,731	\$ 750,731	\$ 750,731
<b>TOTAL TRANSFERS</b>	<u>\$ 591,049</u>	<u>\$ 711,042</u>	<u>\$ 711,042</u>	<u>\$ 750,731</u>	<u>\$ 750,731</u>	<u>\$ 750,731</u>
<b>TOTAL BUDGET</b>	<u>\$ 591,049</u>	<u>\$ 711,042</u>	<u>\$ 711,042</u>	<u>\$ 750,731</u>	<u>\$ 750,731</u>	<u>\$ 750,731</u>

# ***CITY OF BARTLESVILLE***

## 2010-11 Operating Budget

### Adams Municipal Golf Course Fund – Expenditure and Revenue Summary

#### *Expenditures and Reserves*

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 BUDGET</i></b>
Golf Course	\$ 591,019	\$ 566,929	\$ 512,749	\$ 520,768
Reserves:       Compensated Absences Reserve	-	5,693	-	5,872
<b>Total Expenditures and Reserves</b>	<b><u>\$ 591,019</u></b>	<b><u>\$ 572,622</u></b>	<b><u>\$ 512,749</u></b>	<b><u>\$ 526,640</u></b>

#### *Revenues*

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 BUDGET</i></b>
Charges for Services	\$ 348,553	\$ 363,500	\$ 359,446	\$ 361,400
Interest and Investment Income	3,210	1,890	2,972	2,610
Other Financing Sources	3,090	-	-	-
Transfer In:       From General	311,492	117,897	117,897	100,348
Fund Balance	31,195	111,562	94,716	62,282
<b>Total Available for Appropriation</b>	<b><u>\$ 697,540</u></b>	<b><u>\$ 594,849</u></b>	<b><u>\$ 575,031</u></b>	<b><u>\$ 526,640</u></b>

# ***CITY OF BARTLESVILLE***

## **2010-11 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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2010 Accomplishments:

- Maintained the golf course at a high level while at the same time tremendously reducing our original budget. This was accomplished by a reduction in chemicals and the use of more efficient equipment
- Implemented a rotating schedule with full time employees, which led to an 80% decrease in OT pay
- Utilized spot fertilization to tee and collars only during the summer to minimize cost with no noticeable impact
- Utilized the cities GIS mapping system to plan for overall chemical use, this allows for a more precise square footage which leads to more accurate chemical usage thus saving the cost of wasted chemicals

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2011 Objectives:

- To continue to maintain the golf course at the level the players have come to expect while trying to reduce expense at the same time
- To utilize 2 seasonal employees this year, working a staggered spring-summer, summer-fall schedule
- Decrease the frequency of our regular practices such as changing pin placements and giving pro-shop various maintenance duties

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# ***CITY OF BARTLESVILLE***

## **2010-11 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>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$591,019</b>	<b>\$566,929</b>	<b>\$512,749</b>	<b>\$520,768</b>	<b>\$520,768</b>

**CITY OF BARTLESVILLE**  
**2010-11 Operating Budget**  
**Adams Municipal Golf Course Fund – Golf Course – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
51110 REGULAR SALARIES	\$ 191,103	\$ 193,348	\$ 194,666	\$ 167,000	\$ 163,058	\$ 163,058
51120 OVERTIME	879	1,100	677	1,200	1,200	1,200
51130 FICA	14,323	14,692	14,501	12,800	12,800	12,800
51140 GROUP INSURANCE	89,887	41,739	41,739	41,479	41,479	41,479
51150 DB RETIREMENT	23,043	23,374	23,575	30,700	30,700	30,700
51170 WORKER'S COMPENSATION	8,366	3,579	3,579	13,730	13,730	13,730
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 327,601</b>	<b>\$ 277,832</b>	<b>\$ 278,737</b>	<b>\$ 266,909</b>	<b>\$ 262,967</b>	<b>\$ 262,967</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 30,614	\$ 33,972	\$ 19,253	\$ 16,200	\$ 23,700	\$ 23,700
52310 UTILITIES & COMMUNICATIONS	32,233	36,121	26,234	36,000	36,000	36,000
52410 PROFESSIONAL SERVICES	74,810	77,252	77,252	77,252	77,252	77,252
52510 OTHER SERVICES	9,168	13,862	9,441	10,250	10,250	10,250
52610 MAINT. & REPAIR SERVICE	1,343	4,500	1,281	3,000	3,000	3,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 148,168</b>	<b>\$ 165,707</b>	<b>\$ 133,461</b>	<b>\$ 142,702</b>	<b>\$ 150,202</b>	<b>\$ 150,202</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 897	\$ 1,099	\$ 3,600	\$ 1,099	\$ 1,099	\$ 1,099
53210 JANITORIAL SUPPLIES	2,150	2,500	2,835	2,500	2,500	2,500
53310 GENERAL SUPPLIES	53,460	54,391	35,852	43,000	43,000	43,000
53410 TOOLS & EQUIPMENT	1,766	1,500	675	1,000	1,000	1,000
53510 FUEL	10,836	16,500	11,989	15,000	15,000	15,000
53610 MAINT. & REPAIR MATERIALS	37,251	47,400	45,600	45,000	45,000	45,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 106,360</b>	<b>\$ 123,390</b>	<b>\$ 100,551</b>	<b>\$ 107,599</b>	<b>\$ 107,599</b>	<b>\$ 107,599</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Adams Municipal Golf Course Fund – Golf Course – Line Item Detail  
(continued)

<b><i>CAPITAL OUTLAY</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 REQUEST</i></b>	<b><i>CITY MGR REC</i></b>	<b><i>2010-11 APPROVED</i></b>
55960 VEHICLES & EQUIPMENT	\$ 8,890	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<u>\$ 8,890</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b><i>TOTAL BUDGET</i></b>	<u>\$ 591,019</u>	<u>\$ 566,929</u>	<u>\$ 512,749</u>	<u>\$ 517,210</u>	<u>\$ 520,768</u>	<u>\$ 520,768</u>

# ***CITY OF BARTLESVILLE***

2010-11 Operating Budget

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

**FUND 513 GOLF COURSE  
DEPT 445 GOLF COURSE**

## ***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2008-09 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2009-10 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2010-11 BUDGTED NUMBER OF EMPLOYEES</i></b>
Golf Course Superintendent	1	1	1	1
Senior Vehicle-Equip. Mechanic	1	1	1	1
Golf Course Supervisor	1	1	1	1
Maintenance Worker	2	2	2	1
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>4</b>



# INTERNAL SERVICE FUNDS



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**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Internal Service Funds – Summary by Fund or Source

**Expenditures and Reserves**

<b>EXPENDITURES BY FUND</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Workers' Compensation	\$ 511,794	\$ 469,425	\$ 438,929	\$ 275,000
Health Insurance	2,761,384	2,700,000	2,314,197	2,650,000
<b>Total Expenditures and Reserves</b>	<b>\$ 3,273,178</b>	<b>\$ 3,169,425</b>	<b>\$ 2,753,126</b>	<b>\$ 2,925,000</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Interest and Investment Income	\$ 8,626	\$ 4,680	\$ 2,075	\$ 2,000
Donations and Miscellaneous	2,855	-	14,288	-
Employee Contributions	320,113	365,460	340,000	340,000
Retiree Contributions	131,547	138,264	165,000	165,000
Contributions from Operating Departments	277,597	417,428	417,428	239,538
Reimbursement of Operations	2,130,214	1,892,160	1,892,160	1,894,213
Reimbursement by Contract	230,240	100,000	51,603	50,000
Fund Balance	231,500	249,578	104,821	234,249
<b>Total Available for Appropriation</b>	<b>\$ 3,332,692</b>	<b>\$ 3,167,570</b>	<b>\$ 2,987,375</b>	<b>\$ 2,925,000</b>

***CITY OF BARTLESVILLE***  
2010-11 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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2010 Accomplishments: N/A

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2011 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**

## 2010-11 Operating Budget

### Worker's Compensation Fund – Expenditure and Revenue Summary

#### *Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Work Comp Claims	\$ 450,829	\$ 404,250	\$ 358,335	\$ 250,000
Administration	60,965	65,175	80,594	25,000
Total Expenditures	<u><b>\$ 511,794</b></u>	<u><b>\$ 469,425</b></u>	<u><b>\$ 438,929</b></u>	<u><b>\$ 275,000</b></u>

#### *Revenues*

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Interest and Investment Income	\$ 4,661	\$ 3,240	\$ -	\$ -
Donations and Miscellaneous	2,855	-	14,288	-
Contributions from Operating Departments	277,597	417,428	417,428	239,538
Transfer In: Wastewater	47,019	-	-	-
Fund Balance	224,047	46,902	42,675	35,462
Total Available for Appropriation	<u><b>\$ 556,179</b></u>	<u><b>\$ 467,570</b></u>	<u><b>\$ 474,391</b></u>	<u><b>\$ 275,000</b></u>

## ***CITY OF BARTLESVILLE***

### **2010-11 Operating Budget Health Insurance Fund– Summary**

Fund Mission: N/A

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Fund Description: The Health Insurance Fund was established to account for the receipt and disbursement of funds related to the City's health insurance claims. The City is self insured and holds only a stop loss health insurance policy that prevents individual claims from exceeding \$50,000.

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2010 Accomplishments: N/A

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2011 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**  
2010-11 Operating Budget  
Health Insurance Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Medical Claims	\$ 2,442,011	\$ 2,250,000	\$ 1,904,197	\$ 2,200,000
Administration Fees	319,373	450,000	410,000	450,000
Total Expenditures	<u><b>\$ 2,761,384</b></u>	<u><b>\$ 2,700,000</b></u>	<u><b>\$ 2,314,197</b></u>	<u><b>\$ 2,650,000</b></u>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Employee Contributions	\$ 320,113	\$ 365,460	\$ 340,000	\$ 340,000
Retiree Contributions	131,547	138,264	165,000	165,000
Investment Earnings	3,965	1,440	2,075	2,000
Reimbursement of Operations	2,130,214	1,892,160	1,892,160	1,894,213
Reimbursement by Contract	230,240	100,000	51,603	50,000
Fund Balance	7,453	202,676	62,146	198,787
Total Available for Appropriation	<u><b>\$ 2,823,532</b></u>	<u><b>\$ 2,700,000</b></u>	<u><b>\$ 2,512,984</b></u>	<u><b>\$ 2,650,000</b></u>

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# FIDUCIARY FUNDS



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***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Mausoleum Endowment Fund – Summary**

**Fund Mission:** To provide the appropriate level of fiduciary care relating to the investment and expenditure of the trust fund, and to provide for maintenance and improvement of the mausoleum.

**Fund Description:** The Mausoleum Endowment Fund was established to account for funds that were already on deposit for the care and improvement of the mausoleum when the City took possession of it.

**2010 Accomplishments:** N/A

**2011 Objectives:**

- Provide funds for improvements to mausoleum and repairs as dictated by opportunity and necessity

**Budget Highlights:** The only budget expenditures in this fund are for a sidewalk and handicapped accessible ramp to the mausoleum, roof repair and interior water damage repair and miscellaneous improvements to the mausoleum.

**FUND 773 MAUSOLEUM TRUST  
DEPT 173 MAUSOLEUM**

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$631</b>	<b>\$13,137</b>	<b>\$1,250</b>	<b>\$13,634</b>	<b>\$13,634</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
Mausoleum Endowment Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 BUDGET</i></b>
Mausoleum	\$ 631	\$ 13,137	\$ 1,250	\$ 13,634
<b>Total Expenditures</b>	<b>\$ 631</b>	<b>\$ 13,137</b>	<b>\$ 1,250</b>	<b>\$ 13,634</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 BUDGET</i></b>
Interest and Investment Income	\$ 631	\$ 180	\$ 499	\$ 360
Fund Balance	12,880	13,137	14,025	13,274
<b>Total Available for Appropriation</b>	<b>\$ 13,511</b>	<b>\$ 13,317</b>	<b>\$ 14,524</b>	<b>\$ 13,634</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Mausoleum Endowment Fund – Line Item Detail**

<b><i>MATERIALS &amp; SUPPLIES</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 REQUEST</i></b>	<b><i>CITY MGR REC</i></b>	<b><i>2010-11 APPROVED</i></b>
53610 MAINT. & REPAIR MATERIALS	\$ 631	\$ 13,137	\$ 1,250	\$ 13,634	\$ 13,634	\$ 13,634
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<u>\$ 631</u>	<u>\$ 13,137</u>	<u>\$ 1,250</u>	<u>\$ 13,634</u>	<u>\$ 13,634</u>	<u>\$ 13,634</u>
<b><i>TOTAL BUDGET</i></b>	<u>\$ 631</u>	<u>\$ 13,137</u>	<u>\$ 1,250</u>	<u>\$ 13,634</u>	<u>\$ 13,634</u>	<u>\$ 13,634</u>

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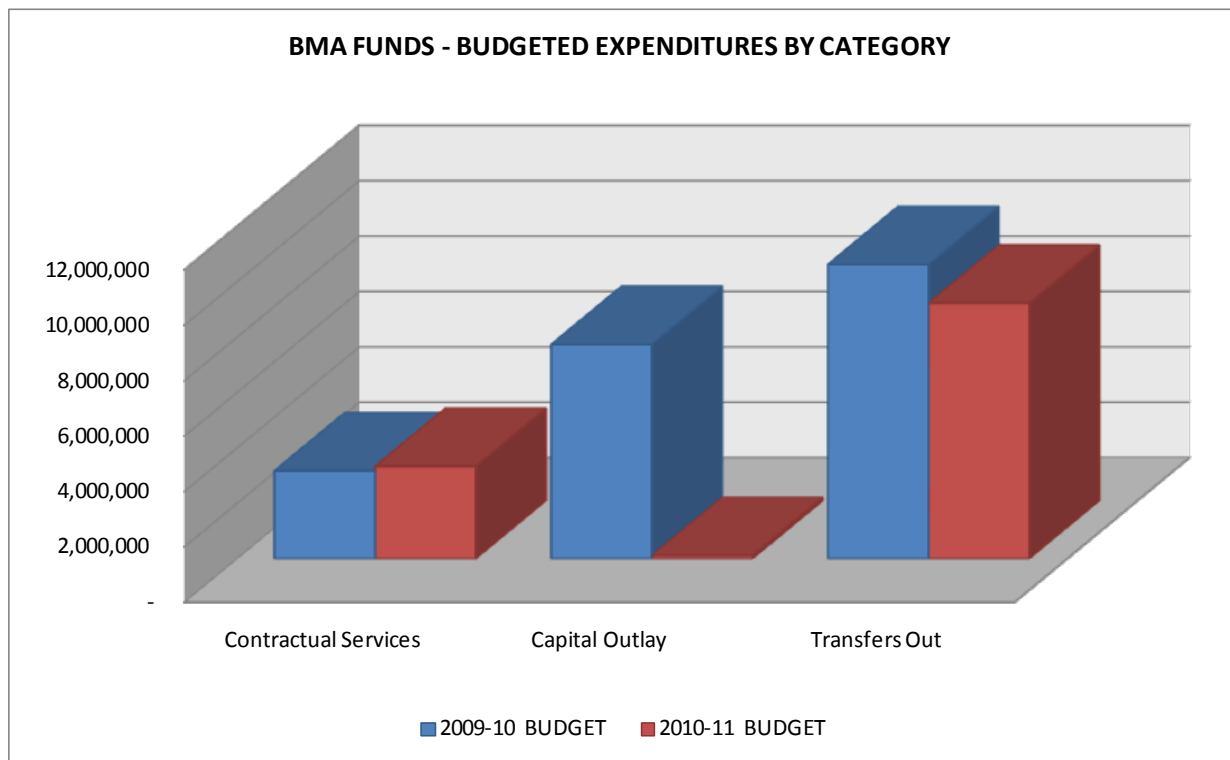
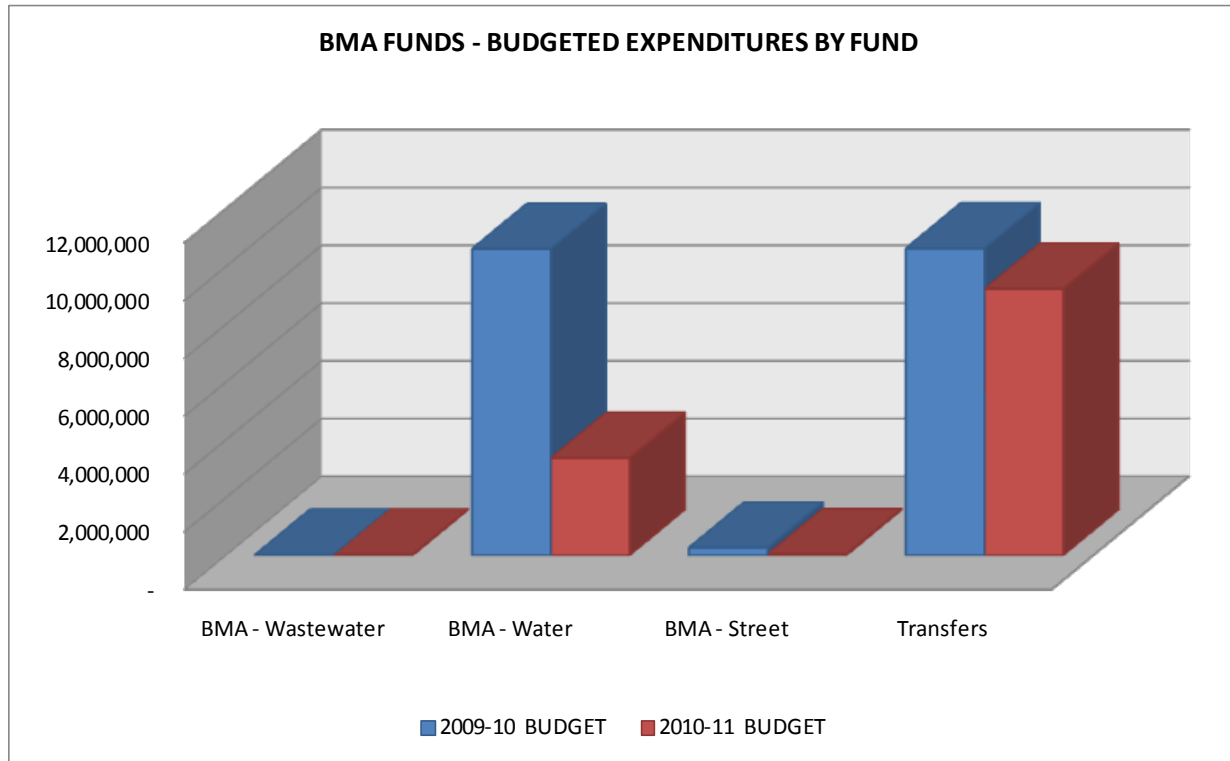
# BARTLESVILLE MUNICIPAL AUTHORITY FUNDS



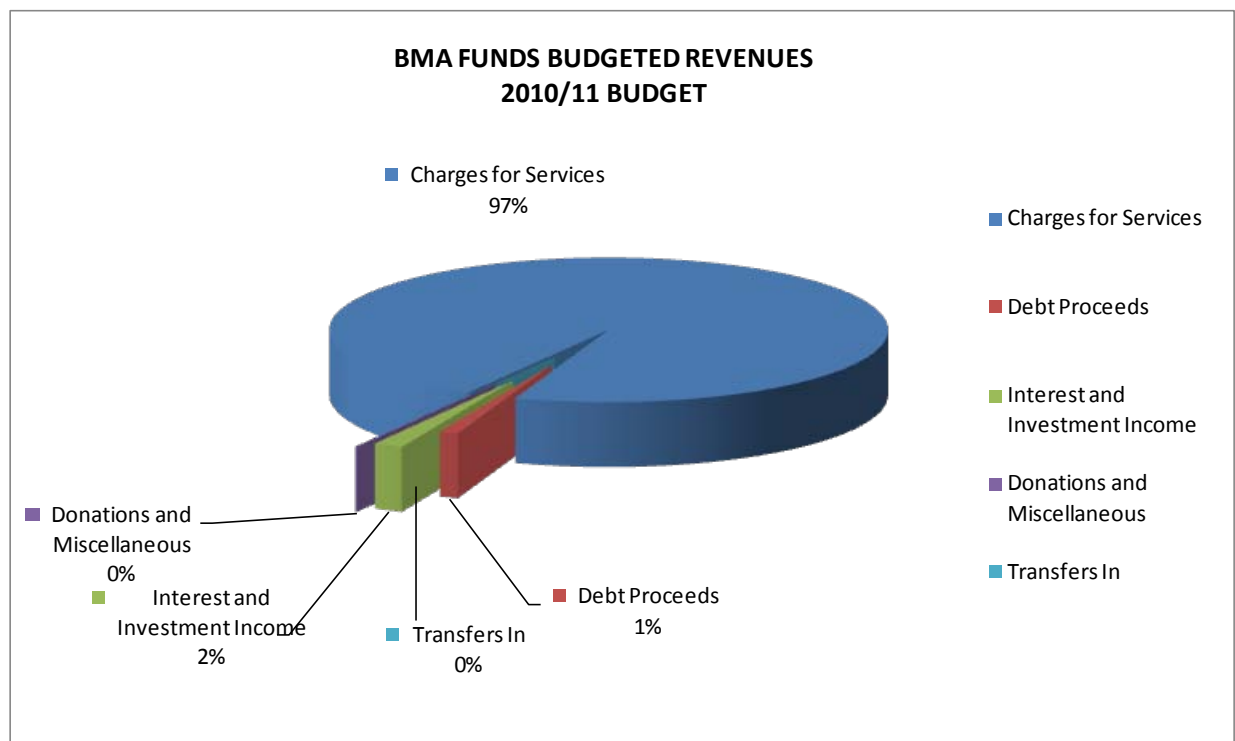
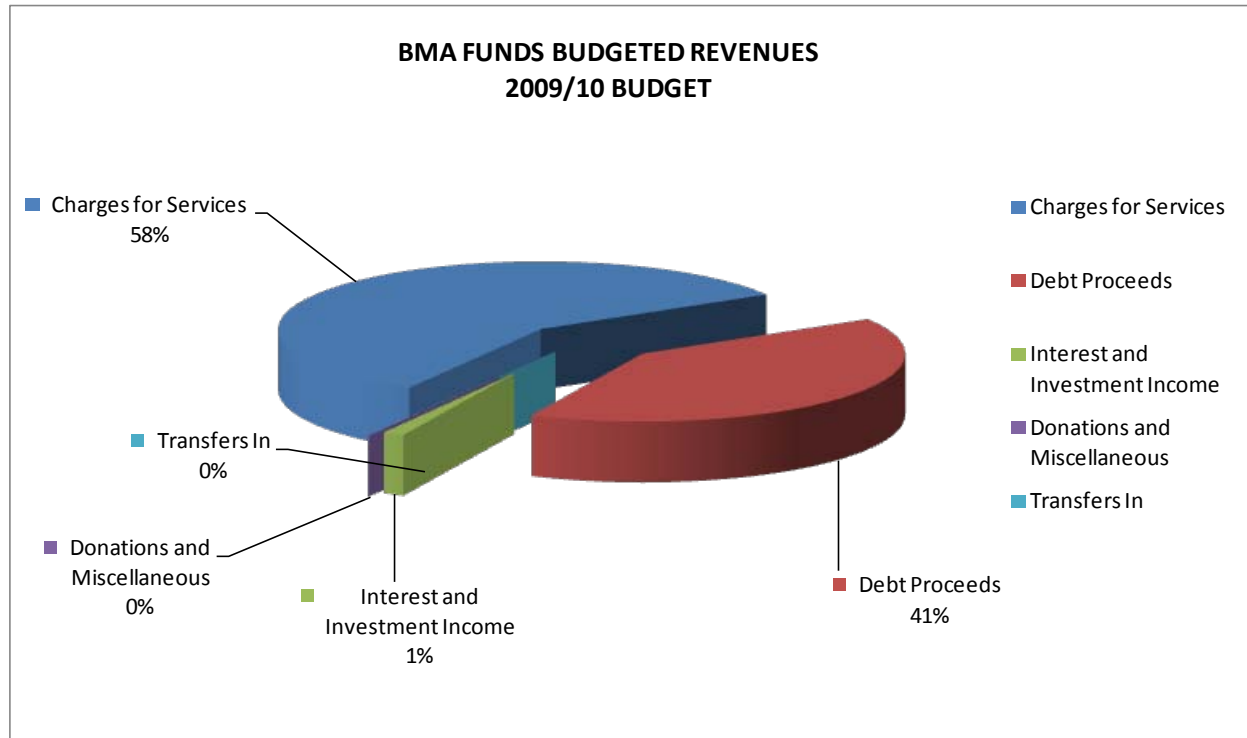
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***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Bartlesville Municipal Authority Funds – Expenditure Graphs**



***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**Bartlesville Municipal Authority Funds – Revenue Graphs**



**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
Bartlesville Municipal Authority – Summary by Fund or Source

**Expenditures and Reserves**

<b>EXPENDITURES BY FUND</b>		<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
BMA - Wastewater		\$ 29,781	\$ 33,000	\$ 29,603	\$ 33,000
BMA - Water		3,737,690	10,619,585	9,716,474	3,380,000
BMA - Street		442,747	272,750	219,965	51,346
Transfers to:	Wastewater Operating	3,390,773	3,686,746	3,453,855	3,538,910
	Water Operating	6,597,539	6,810,828	5,411,134	5,696,817
	Health Insurance	47,019	-	-	-
	CIP Sales Tax	-	135,252	135,252	-
<b>Total Expenditures</b>		<b>\$14,245,549</b>	<b>\$21,558,161</b>	<b>\$18,966,283</b>	<b>\$12,700,073</b>

**Revenues**

<b>REVENUE BY SOURCE</b>		<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Charges for Services		\$10,929,203	\$10,941,552	\$11,261,311	\$11,062,993
Interest and Investment Income		353,850	249,660	198,790	194,500
Donations and Miscellaneous		13,570	13,000	17,200	13,600
Debt Obligation Proceeds		-	7,620,000	7,404,686	125,000
Transfer In:	CIP-Sales Tax	442,750	2,250	-	-
Fund Balance		11,866,291	9,619,346	9,197,216	9,112,920
<b>Total Available for Appropriation</b>		<b>\$23,605,664</b>	<b>\$28,445,808</b>	<b>\$28,079,203</b>	<b>\$20,509,013</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
Bartlesville Municipal Authority – Expenditure Summary by Line Item

<b>CONTRACTUAL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
52210 FINANCIAL SERVICES	\$ 244,475	\$ 6,750	\$ 154,750	\$ 5,000	\$ 5,000	\$ 5,000
52510 OTHER SERVICES	500	-	-	-	-	-
52910 DEBT SERVICE - INTEREST	1,637,996	1,669,000	1,594,923	1,862,899	1,862,899	1,862,899
52911 DEBT SERVICE - PRINCIPAL	1,808,584	1,505,000	1,481,345	1,471,447	1,471,447	1,471,447
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 3,691,555</b>	<b>\$ 3,180,750</b>	<b>\$ 3,231,018</b>	<b>\$ 3,339,346</b>	<b>\$ 3,339,346</b>	<b>\$ 3,339,346</b>
<b>CAPITAL OUTLAY</b>						
55920 BUILDINGS & STRUCTURES	\$ 472,663	\$ 7,728,085	\$ 6,282,449	\$ 125,000	\$ 125,000	\$ 125,000
55940 MACHINERY & EQUIPMENT	46,000	16,500	452,575	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 518,663</b>	<b>\$ 7,744,585</b>	<b>\$ 6,735,024</b>	<b>\$ 125,000</b>	<b>\$ 125,000</b>	<b>\$ 125,000</b>
<b>TRANSFERS OUT</b>						
59449 CIP SALES TAX	\$ -	\$ 135,252	\$ 135,252	\$ -	\$ -	\$ -
59509 WASTEWATER OPERATING	3,390,773	3,686,746	3,453,855	3,538,910	3,538,910	3,538,910
59510 WATER OPERATING	6,597,539	6,810,828	5,411,134	5,696,817	5,696,817	5,696,817
59661 HEALTH INSURANCE	47,019	-	-	-	-	-
<b>TOTAL TRANSFERS</b>	<b>\$ 10,035,331</b>	<b>\$ 10,632,826</b>	<b>\$ 9,000,241</b>	<b>\$ 9,235,727</b>	<b>\$ 9,235,727</b>	<b>\$ 9,235,727</b>
<b>TOTAL BUDGET</b>	<b>\$ 14,245,549</b>	<b>\$ 21,558,161</b>	<b>\$ 18,966,283</b>	<b>\$ 12,700,073</b>	<b>\$ 12,700,073</b>	<b>\$ 12,700,073</b>

***CITY OF BARTLESVILLE***  
 2010-11 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.

2010 Accomplishments: N/A

2011 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**

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$29,781</b>	<b>\$33,000</b>	<b>\$29,603</b>	<b>\$33,000</b>	<b>\$33,000</b>

**FUND 710 BMA - WASTEWATER  
DEPT 900 TRANSFERS**

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$3,390,773</b>	<b>\$3,686,746</b>	<b>\$3,453,855</b>	<b>\$3,538,910</b>	<b>\$3,538,910</b>

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
BMA Wastewater Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
BMA Wastewater Operating	\$ 29,781	\$ 33,000	\$ 29,603	\$ 33,000
Transfers Out: To Wastewater <sup>1</sup>	<u>3,390,773</u>	<u>3,686,746</u>	<u>3,453,855</u>	<u>3,538,910</u>
<b>Total Expenditures</b>	<b><u>\$ 3,420,554</u></b>	<b><u>\$ 3,719,746</u></b>	<b><u>\$ 3,483,458</u></b>	<b><u>\$ 3,571,910</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Charges for Services	\$ 3,266,137	\$ 3,490,114	\$ 3,315,750	\$ 3,422,729
Interest and Investment Income	1,893	90	4,248	-
Donations and Miscellaneous	<u>6,408</u>	<u>6,000</u>	<u>6,878</u>	<u>6,000</u>
Fund Balance	<u>445,810</u>	<u>408,052</u>	<u>304,986</u>	<u>148,404</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 3,720,248</u></b>	<b><u>\$ 3,904,256</u></b>	<b><u>\$ 3,631,862</u></b>	<b><u>\$ 3,577,133</u></b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**BMA Wastewater Fund – BMA Wastewater Operating – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
52910 DEBT SERVICE - INTEREST	\$ 2,156	\$ 3,000	\$ 1,978	\$ 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>\$ 29,781</b>	<b>\$ 33,000</b>	<b>\$ 29,603</b>	<b>\$ 33,000</b>	<b>\$ 33,000</b>	<b>\$ 33,000</b>
<b>TOTAL BUDGET</b>	<b>\$ 29,781</b>	<b>\$ 33,000</b>	<b>\$ 29,603</b>	<b>\$ 33,000</b>	<b>\$ 33,000</b>	<b>\$ 33,000</b>

***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
BMA Wastewater Fund – Transfers – Line Item Detail

<b>TRANSFERS OUT</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
59509 WASTEWATER OPERATING	\$ 3,390,773	\$ 3,686,746	\$ 3,453,855	\$ 3,538,910	\$ 3,538,910	\$ 3,538,910
<b>TOTAL TRANSFERS</b>	<u>\$ 3,390,773</u>	<u>\$ 3,686,746</u>	<u>\$ 3,453,855</u>	<u>\$ 3,538,910</u>	<u>\$ 3,538,910</u>	<u>\$ 3,538,910</u>
<b>TOTAL BUDGET</b>	<u>\$ 3,390,773</u>	<u>\$ 3,686,746</u>	<u>\$ 3,453,855</u>	<u>\$ 3,538,910</u>	<u>\$ 3,538,910</u>	<u>\$ 3,538,910</u>



# ***CITY OF BARTLESVILLE***

## **2010-11 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.

2010 Accomplishments: N/A

2011 Objectives: N/A

Budget Highlights: The major expenditures in this fund are debt service payments and transfers. The transfer to the Water Fund is to fund the operating costs of the water utility. The transfer to the Health Insurance Fund is to help fund the initial reserve required to become a self insured entity.

### **FUND 715 BMA - WATER DEPT 740 BMA - WATER OPERATING**

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$3,737,690</b>	<b>\$2,875,000</b>	<b>\$2,981,450</b>	<b>\$3,255,000</b>	<b>\$3,255,000</b>

### **FUND 715 BMA - WATER DEPT 741 BMA - CONSTRUCTION**

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$0</b>	<b>\$7,744,585</b>	<b>\$6,735,024</b>	<b>\$125,000</b>	<b>\$125,000</b>

***CITY OF BARTLESVILLE***

2010-11 Operating Budget  
BMA Water Fund – Summary  
(continued)

**FUND 715 BMA - WATER  
DEPT 900 TRANSFERS**

<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$6,644,558</b>	<b>\$6,810,828</b>	<b>\$5,411,134</b>	<b>\$5,696,817</b>	<b>\$5,696,817</b>

**CITY OF BARTLESVILLE**  
2010-11 Operating Budget  
BMA Water Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
BMA - Water Operating	\$ 3,737,690	\$ 2,875,000	\$ 2,981,450	\$ 3,255,000
BMA - Water Construction	-	7,744,585	6,735,024	125,000
Transfers Out: To Water <sup>1</sup>	6,597,539	6,810,828	5,411,134	5,696,817
To Workmans Comp Fund	47,019	-	-	-
<b>Total Expenditures</b>	<b><u>\$10,382,248</u></b>	<b><u>\$17,430,413</u></b>	<b><u>\$15,127,608</u></b>	<b><u>\$ 9,076,817</u></b>

<sup>1</sup> Previously shown as part of BMA Water Operating

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 BUDGET</b>
Charges for Services	\$ 7,663,066	\$ 7,451,438	\$ 7,945,561	\$ 7,640,264
Interest and Investment Income	335,854	249,570	194,529	194,500
Donations and Miscellaneous	7,162	7,000	10,322	7,600
Debt Obligation Proceeds	-	7,620,000	7,404,686	125,000
Fund Balance	11,017,293	8,940,794	8,672,278	9,099,768
<b>Total Available for Appropriation</b>	<b><u>\$19,023,375</u></b>	<b><u>\$24,268,802</u></b>	<b><u>\$24,227,376</u></b>	<b><u>\$17,067,132</u></b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**BMA Water Fund – BMA Water Operating – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
52210 FINANCIAL SERVICES	\$ 242,725	\$ 5,000	\$ 153,000	\$ 5,000	\$ 5,000	\$ 5,000
52510 OTHER SERVICES	500	-	-	-	-	-
52910 DEBT SERVICE - INTEREST	1,619,843	1,650,000	1,589,730	1,850,000	1,850,000	1,850,000
52911 DEBT SERVICE - PRINCIPAL	1,355,959	1,220,000	1,238,720	1,400,000	1,400,000	1,400,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 3,219,027</b>	<b>\$ 2,875,000</b>	<b>\$ 2,981,450</b>	<b>\$ 3,255,000</b>	<b>\$ 3,255,000</b>	<b>\$ 3,255,000</b>
<b>CAPITAL OUTLAY</b>						
55920 BUILDINGS & STRUCTURES	\$ 472,663	\$ -	\$ -	\$ -	\$ -	\$ -
55940 MACHINERY & EQUIPMENT	46,000	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 518,663</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 3,737,690</b>	<b>\$ 2,875,000</b>	<b>\$ 2,981,450</b>	<b>\$ 3,255,000</b>	<b>\$ 3,255,000</b>	<b>\$ 3,255,000</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**BMA Water Fund – BMA Construction – Line Item Detail**

<b><i>CAPITAL OUTLAY</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 REQUEST</i></b>	<b><i>CITY MGR REC</i></b>	<b><i>2010-11 APPROVED</i></b>
55920 BUILDINGS & STRUCTURES	\$ -	\$ 7,728,085	\$ 6,282,449	\$ 125,000	\$ 125,000	\$ 125,000
55940 MACHINERY & EQUIPMENT	-	16,500	452,575	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<u>\$ -</u>	<u>\$ 7,744,585</u>	<u>\$ 6,735,024</u>	<u>\$ 125,000</u>	<u>\$ 125,000</u>	<u>\$ 125,000</u>
<b><i>TOTAL BUDGET</i></b>	<u>\$ -</u>	<u>\$ 7,744,585</u>	<u>\$ 6,735,024</u>	<u>\$ 125,000</u>	<u>\$ 125,000</u>	<u>\$ 125,000</u>

***CITY OF BARTLESVILLE***

2010-11 Operating Budget

BMA Water Fund – BMA Construction – Personnel and Capital Detail

FUND 715 BMA - WATER  
DEPT 740 BMA - WATER OPERATING

***CAPITAL OUTLAY SCHEDULE***

<b><i>ACCOUNT NUMBER</i></b>	<b><i>ITEM</i></b>	<b><i>ADDITION OR REPLACEMENT</i></b>	<b><i>QUANTITY</i></b>	<b><i>BUDGETED EXPENDITURE</i></b>
715-741-55920	Water Improvements	N/A	N/A	\$ 125,000
<b>TOTAL</b>				<b>\$ 125,000</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**BMA Water Fund – Transfers – Line Item Detail**

<b>TRANSFERS OUT</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
59510 WATER OPERATING	\$ 6,597,539	\$ 6,810,828	\$ 5,411,134	\$ 5,696,817	\$ 5,696,817	\$ 5,696,817
59660 WORKMAN COMP	47,019	-	-	-	-	-
<b>TOTAL TRANSFERS</b>	<u>\$ 6,644,558</u>	<u>\$ 6,810,828</u>	<u>\$ 5,411,134</u>	<u>\$ 5,696,817</u>	<u>\$ 5,696,817</u>	<u>\$ 5,696,817</u>
<b>TOTAL BUDGET</b>	<u>\$ 6,644,558</u>	<u>\$ 6,810,828</u>	<u>\$ 5,411,134</u>	<u>\$ 5,696,817</u>	<u>\$ 5,696,817</u>	<u>\$ 5,696,817</u>

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget BMA General Fund – Summary**

Fund Mission: N/A

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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.

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2010 Accomplishments: N/A

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2011 Objectives: N/A

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Budget Highlights: The major budgeted expenditure in this fund is for debt service payments.

### **FUND 720 BMA - GENERAL DEPT 325 BMA STREET OPERATING**

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<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 CITY MGR RECOMMENDS</b>	<b>2010-11 APPROVED BUDGET</b>
<b>\$442,747</b>	<b>\$272,750</b>	<b>\$219,965</b>	<b>\$51,346</b>	<b>\$51,346</b>

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***CITY OF BARTLESVILLE***  
2010-11 Operating Budget  
BMA General Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 BUDGET</i></b>
BMA Street Operating	\$ 442,747	\$ 272,750	\$ 219,965	\$ 51,346
<b>Total Expenditures</b>	<b>\$ 442,747</b>	<b>\$ 272,750</b>	<b>\$ 219,965</b>	<b>\$ 51,346</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2008-09 ACTUAL</i></b>	<b><i>2009-10 BUDGET</i></b>	<b><i>2009-10 ESTIMATE</i></b>	<b><i>2010-11 BUDGET</i></b>
Interest and Investment Income	\$ 16,103	\$ -	\$ 13	\$ -
Transfer In: From CIP - Sales Tax	442,750	2,250	-	-
From Neighborhood Park	-	-	-	51,346
Fund Balance	403,188	270,500	219,952	-
<b>Total Available for Appropriation</b>	<b>\$ 862,041</b>	<b>\$ 272,750</b>	<b>\$ 219,965</b>	<b>\$ 51,346</b>

***CITY OF BARTLESVILLE***  
**2010-11 Operating Budget**  
**BMA General Fund – BMA Street Operating – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2008-09 ACTUAL</b>	<b>2009-10 BUDGET</b>	<b>2009-10 ESTIMATE</b>	<b>2010-11 REQUEST</b>	<b>CITY MGR REC</b>	<b>2010-11 APPROVED</b>
52210 FINANCIAL SERVICES	\$ 1,750	\$ 1,750	\$ 1,750	\$ -	\$ -	\$ -
52910 DEBT SERVICE - INTEREST	15,997	16,000	3,215	9,899	9,899	9,899
52911 DEBT SERVICE - PRINCIPAL	425,000	255,000	215,000	41,447	41,447	41,447
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 442,747</b>	<b>\$ 272,750</b>	<b>\$ 219,965</b>	<b>\$ 51,346</b>	<b>\$ 51,346</b>	<b>\$ 51,346</b>
<b>TOTAL BUDGET</b>	<b>\$ 442,747</b>	<b>\$ 272,750</b>	<b>\$ 219,965</b>	<b>\$ 51,346</b>	<b>\$ 51,346</b>	<b>\$ 51,346</b>

# GLOSSARY



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# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

### **Glossary**

**ACCRUAL BASIS ACCOUNTING** – basis used by most corporations and for-profit entities. This basis recognizes revenue when earned and expenditures when incurred. They are recorded at the end of an accounting period even though the cash has not been received or paid.

**AD VALOREM** – levy imposed on the value of property. This is most commonly imposed by counties, states, and municipalities on the value of real estate.

**AGENCY FUND** – holds assets in an agency capacity. The assets do not belong to the municipality but are being held for another entity.

**APPROPRIATION** – authorization of a governmental unit to spend money within specified restrictions such as amount, time period, and purpose.

**ASSESSMENT** – process of placing a value on property for the purpose of taxation; or the amount of the valuation arising from this process.

**ASSETS** – economic resource that is expected to provide benefits to an entity. An asset has three vital characteristics (1) future probable economic benefit; (2) control by the entity; and (3) results from a prior event or transaction. Assets are expressed in money or are convertible into money.

**BALANCE SHEET** – statement showing an entity's financial position at the end of an accounting period. This statement is also called a *Statement of Financial Position* for governmental type funds and a *Statement of Net Assets* for business type funds. It presents the entity's assets, liabilities, and equity. The balance sheet is useful to financial statement users because it indicates the resources of the entity and what it owes.

**BDA** – Bartlesville Development Authority

**BDC** – Bartlesville Development Corporation

**BLENDED COMPONENT UNIT** - component unit included in the municipality's financial statements that is presented as a fund of the municipality. (see also Component Unit, Discretely Presented Component Unit)

**BUDGET ADJUSTMENT** – a reallocation of budgetary resources within a fund or department after the adoption and implementation of the original budget. These adjustments only require the approval of a director or manager.

**BUDGET AMENDMENT** – an increase or decrease in the budget of a fund that is approved after the adoption and implementation of the original budget. These amendments must be approved by the governing body.

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

### **Glossary**

**(continued)**

**BUDGET BASIS ACCOUNTING** – a basis of accounting used solely for budgetary preparation and monitoring. The budget basis used by a municipality is determined by each entity individually to suit their needs and usually differs from GAAP.

**CAPITAL ASSETS** – asset purchased for use over a long period of time and not for resale. It includes land, buildings, plant and equipment, etc...

**CAPITAL EXPENDITURE** – expenditure for capital outlay. These expenditures will either increase the value of an existing capital asset or create a new capital asset.

**CAPITAL PROJECTS FUND** – a fund that accounts for financial resources to be used for the acquisition or construction of capital assets.

**CASH BASIS ACCOUNTING** – method of accounting that recognizes revenue and expenditures when cash is received or disbursed not when earned or incurred.

**COMPENSATED ABSENCE RESERVE** – appropriated budget amount that is set aside for payment of accrued compensated absences. The City uses  $\frac{3}{4}$  of the accrued compensated absences as a guideline.

**COMPONENT UNIT** – entity that is included in the financial statements of a municipality even though the governing bodies differ. These could be public trusts or certain nonprofit corporations that benefit the municipality. These units can be presented as either blended or discrete. (see also Blended Component Unit, Discretely Presented Component Unit)

**CURRENT ASSET** – asset having a life of one year or less. Examples include cash, inventory, trade receivables, and prepaid expenses.

**CURRENT LIABILITY** – liability that will be settled within one year or less. Current liabilities should be payable from current assets or other current liabilities. Examples include accounts payable, short-term notes payable, and accrued expenses payable.

**DEBT SERVICE FUND** – fund used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

**DEPARTMENT** – operating unit of the City. Departments are organized within funds. Some departments can be further broken down into divisions.

**DISBURSEMENT** – payment by check or cash.

**DISCRETELY PRESENTED COMPONENT UNIT** – component unit that is presented on the face of the government wide financial statements as a completely separate entity from the general government. (see also Component Unit, Blended Component Unit)

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

### **Glossary**

**(continued)**

**ENCUMBRANCES** – represent an unfilled obligation on contracts or purchase orders. The purpose of an encumbrance is to prevent multiple commitments from being made on the same budgeted resources. An encumbrance must be entered into the system to reserve a portion of the budgeted resources prior to committing to a contract or ordering the goods or services.

**ENTERPRISE FUND** – fund that provides services to the community for a fee. These funds follow accounting principles similar to a not-for-profit entity.

**EQUITY** – represents the difference between assets and liabilities. In governmental funds, equity is referred to as fund balance, but in business type funds, equity is referred to as net assets. (formula is “assets – liabilities = equity”) (see also Fund Balance, Net Assets)

**EXPENDABLE TRUST FUND** – a trust fund that can be fully spent for the designated purposes. (see also Fiduciary Fund, Expendable Trust Fund)

**EXPENDITURE** – payment of cash or property, or the issuance of a liability, to obtain an asset or service.

**FIDUCIARY FUND** – term used to describe a fund used by the government to act in a fiduciary capacity such as a trustee or agent. The government is responsible for the assets placed in its care. (see also Expendable Trust Fund)

**FISCAL YEAR** – consecutive twelve month period used by an entity to account for and report its business transactions. The City and most municipalities in the State of Oklahoma use June 30 as the last day of their fiscal year.

**FUND** – fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with associated liabilities and residual equities. Funds are segregated for the purpose of conducting specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

**GAAP** – Generally Accepted Accounting Principles. GAAP is a set of standards, conventions, and rules accountants follow in recording and summarizing transactions and in the preparation of the financial statements.

**GASB** – Governmental Accounting Standards Board. GASB is the highest authority in governmental accounting.

**GENERAL FUND** – fund used to account for all assets and liabilities of a government entity except those particularly assigned for other purposes in a more specialized fund. It is the primary operating fund of the government. Much of the usual activities of a government are supported by the general fund.

# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

### **Glossary**

**(continued)**

**GENERAL OBLIGATION BOND** – security whose payment is unconditionally promised by a governmental unit that has the power to levy taxes. General Obligation Bonds are back by the full faith and credit (taxing power) of a municipality.

**GOVERNMENTAL FUND** – describes all funds of the government except the for profit and loss funds (i.e. enterprise fund, internal service fund, agency fund, expendable trust fund). Examples of governmental funds include the general fund, special revenue funds, debt service fund, and capital projects funds.

**INFRASTRUCTURE** – long-lived capital assets that normally cannot be moved and can be preserved for a significantly greater number of years than most capital assets. Examples of infrastructure assets include roads, bridges, tunnels, drainage systems, water and sewer systems, dams and lighting systems. Buildings are not considered infrastructure assets, except those that are part of a network of infrastructure assets, such as a dam project.

**INTERNAL SERVICE FUND** – fund used to account for goods or services given from one department to another on a cost reimbursement basis.

**LEVY** – imposition or collection of an assessment of specific amount.

**LIABILITY** – amount payable in dollars for goods received or services rendered.

**MEASUREMENT FOCUS** – the accounting convention that determines (1) which assets and which liabilities are included on a government's balance sheet and where they are reported there, and (2) whether an operating statement presents information on the flow of financial resources (revenues and expenditures) or information on the flow of economic resources (revenues and expenses).

**MODIFIED ACCRUAL BASIS** – basis of accounting in which revenues are recognized when they are available and measurable. Expenditures are generally recognized when incurred.

**MODIFIED CASH BASIS** – basis of accounting that uses elements of both the cash and accrual bases of accounting.

**MUNICIPALITY** – a political unit, such as a city or town, incorporated for local self-government.

**NET INCOME** – revenue less all expenses.

**OCBOA** – Other Comprehensive Basis of Accounting. These are bases of accounting that are not in compliance with GAAP for the particular entity. Examples include budget basis and income tax basis.



# ***CITY OF BARTLESVILLE***

## **2010-11 Operating Budget**

### **Glossary**

**(continued)**

**OPERATING RESERVE** – appropriated budget amount that is set aside for use in only the most extreme of emergencies. The City uses one month's operating expenditures as a reserve guideline.

**ORDINANCE** – A formal legislative enactment by the legislative body which, if not in conflict with any higher form of law, has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

**PROPRIETARY FUND** – type of fund that focuses on profit and loss similar to a business. The two types of proprietary funds are Enterprise Funds and Internal Service Funds.

**BUDGETED RESERVE** – amounts that are appropriated but not intended to be spent. Examples include operating reserve, severance reserve, compensated absence reserve, etc...

**RESOLUTION** – is a written motion adopted by a deliberative body. The substance of the resolution can be anything that can normally be proposed as a motion. For long or important motions, though, it is often better to have them written out so that discussion is easier or so that it can be distributed outside of the body after its adoption. Resolutions do not carry the weight of law.

**RESTRICTED DONATION** – donation that is restricted as to purpose or timing. An example would be a donation for a specific building project or a donation restricted to being spent in a future period.

**SEVERANCE RESERVE** – appropriated budget amount that is set aside to pay any severance amount specified in an employment contract.

**SPECIAL REVENUE FUND** – fund used to account for the proceeds of specific revenue sources (other than expendable trust or major capital projects) that are legally restricted to expenditure for specified purposes.

**TRANSFER** – amounts paid from one fund to another.

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