CITY OF BARTLESVILLE, OKLAHOMA
2012-2013 BUDGET

Prepared by:

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City Manager

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Administrative Director/CFO

Jason Muninger
Internal Services Supervisor

Alicia Shelton, CPA
Graduate 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, 2011

Linda C. Dawson Jeffrey R. Esser

President Executive Director

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INTRODUCTION

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CITY OF BARTLESVILLE

2012-13 Operating Budget

CITY OFFICIALS

Tom Gorman
Mayor
Ward 3
Term Expires: November 2012

Ted Lockin
Vice-Mayor
Ward 1
Term Expires: November 2012

Mike McGrew
Council Member
Ward 2
Term Expires: November 2012

Erin Tullos
Council Member
Ward 4
Term Expires: November 2012

Dale Copeland
Council Member
Ward 5
Term Expires: November 2012

CITY OF BARTLESVILLE

2012-13 Operating Budget

MISSION STATEMENT:

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

EXCELLENT SERVICE
quality product, timely – with available resources

TRUST
faith in others to do their part

INTEGRITY
ethics in action

PROACTIVE LEADERSHIP
constantly creating higher standards

DEDICATION
sense of ownership

TEAMWORK
working together for positive results

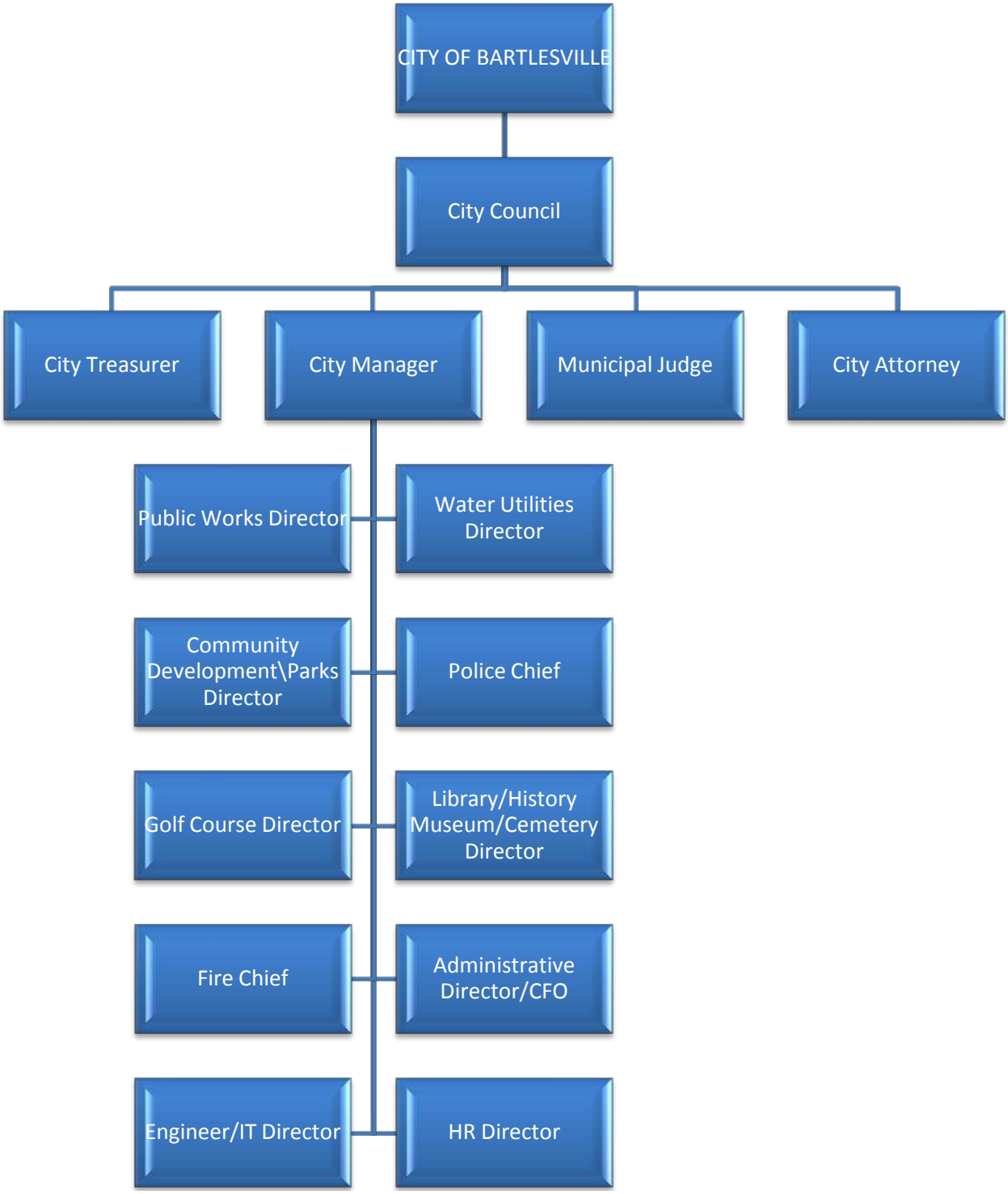
MANAGEMENT STAFF:

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

CITY OF BARTLESVILLE

2012-13 Operating Budget

Organizational Chart



THE CITY OF BARTLESVILLE
Office of the City Manager
401 SE Johnstone
Bartlesville, OK 74003

May 7, 2012

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

Mayor Gorman and Council Members:

It is my pleasure to present to you the budgets for the City of Bartlesville and the Bartlesville Municipal Authority for the fiscal year starting July 1, 2012 and ending June 30, 2013 (FY 2012-13). The review and adoption of the budget is, perhaps, one of the most important duties that the City Council performs. The budget is compiled, considered, and approved at this time every year because:

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

Introduction

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

In order to address the policies and objectives of the budget document many resources are used, but some of the most important revenues are collected in the General Fund. While the revenues of the General Fund (mostly comprised of sales tax revenue which is our largest single generator of income) has, continued to grow steadily over the last ten years, that growth has not outpaced inflation. During this period of time, the City has continued to expand its services to meet the ever changing needs of the citizens of Bartlesville. The Cities ability to meet these needs, in spite of the lack of growth in financial resources, reveals that the City has become much more efficient with the use and application of the resources it does have. The City must, therefore, continue to explore areas where additional efficiencies can be implemented, again, as more is being required of the City and its services than ever before.

Revenue

As we are all aware, three and a half years ago this trend of growth dramatically reversed and reduced the City's sales tax revenue to its lowest levels in five years. Thankfully, sales tax revenue has stabilized over the last two years and shows signs of a continued but slow recovery. In light of these recent events, Staff has continued to take a conservative approach to projecting General Fund revenues. Staff believes that this approach is necessary because of our past revenue growth patterns and the continued uncertainty of our state's and nation's economic status. In keeping with this policy of conservative predictions, Staff is predicting a 2% growth scenario for sales tax revenues in the next fiscal.

In last year's budget (FY 2011-12), the City Council approved a budget with a slight increase to the City's "Wastewater Capital Improvement Fee" (WCIF). This was the culmination of the City's planned, phased rate increases related to wastewater. The first phase in FY 2008-09 created a new "Wastewater Capital Improvement Fee" of $.75/1,000 gal of billable discharge. This fee was established to meet the growing demands from regulatory agencies. The second phase implemented in FY 2009-10 increased wastewater operating fees by 7% and increased the wastewater capital improvement fee by $0.25/thousand gallons or 33%. The third phase, implemented in FY 2010-11 increased wastewater operating rates by 6%. The fourth phase, discussed above, brought the WCIF up to a level that should be sufficient to meet our known regulatory obligations, pay the debt service on the new wastewater plant, and fund continuing studies and improvements through FY 2018-19 using current estimates.

Last year, Staff discussed with Council that additional rate increases may be necessary, but that Staff did not feel comfortable raising rates for operating purposes any further until the long-term capital plans mandated by our new Capital Reserve Ordinance were completed and evaluated. These capital plans are now in place, and it appears that a 5% wastewater rate increase is now justified to fund current operations and long-term capital replacements. This rate increase is expected to generate $188k in additional revenue and will cost the average residential customer about $0.84/mo or $10.08/yr.

There are no rate increases proposed for Water, Sanitation, Street Light, or Mosquito spray, since the present levels are sufficient to finance current operations and long-term capital replacements. As always, these rates will be reevaluated during the next budget cycle, and some form of increase will most likely be necessary on an ongoing basis to keep up with rising costs.

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Economic Outlook

As was mentioned in the revenue section above, Staff has some expectation that sales tax will continue to recover through the next fiscal year. While this assumption may seem somewhat risky given the state of the European economies and continued uncertainty about the pace of the American recovery, Staff feels that it is justified for several reasons.

First, in almost every documented recession the State of Oklahoma has entered into a decline twelve months following most of the country. This pattern gives us ample warning with which to make adjustments and prepare for the worst.

Second, our revenues have grown apace with the rest of the state for the last 18 to 24 months, and at almost all levels in Oklahoma, there is an expectation that our economy will continue to recover due to the strength of the energy sector.

Personnel

Four years ago (FY 2008-09), the City of Bartlesville's budget provided for approximately 363 full time employee equivalents (FTEs). Following that budget, the City faced lean economic times and began reducing staff through various strategies including incentivized retirements and an extended hiring freeze. These strategies resulted in a FY 2011-12 budget that included funding for approximately 336 FTEs, a reduction of 27 FTEs from FY 2008-09.

These staffing reductions have resulted in some service reductions. The proposed budget provides funding for approximately 342 FTEs which is an increase of 6 FTEs over the current budget. This increase is attributable mainly to an increase of 1 FTE in HR, .25 FTEs in A&F, .5 FTEs in Neighborhood Services, 1 FTE in Parks, 3 FTEs in E-911, .5 FTEs in Water, and decreases of .5 FTE and .1 FTE in the Garage and Library respectively.

Of these increases, the addition of 3 dispatchers in E-911 and the addition of an Assistant Utilities Director in Water are the most significant. The dispatchers will allow the City's E-911 center to provide 3 dispatchers on duty at all times. This has become more important as the call volume and radio traffic has increased dramatically over the last several years. The Assistant Water Utilities Director will allow for succession planning in the Water and Wastewater Utility Funds. The current Director has expressed a desire to retire in the near future, and the addition of this position should help to smooth the transition in this critical leadership role.

Personnel (continued)

The City of Bartlesville's recent downturn in revenues has adversely affected not only the City's service levels but also the employees of the City of Bartlesville. The City's employees have only received a 2.5% COLA raise over the last four years, but during this period of time the employees have faced increased retirement and insurance costs, furloughs, and an overall inflation rate of 10.3%. While the City clearly cannot repay the full amount of the sacrifices made by its employees, Staff feels that it is important to offer some compensation increase to our employees to help offset their increased cost of living and to show the City's appreciation and support for these individuals who have sacrificed greatly during this difficult period. To that end, Staff is proposing a 3% COLA adjustment for all eligible employees. This raise is estimated to cost about $500,000 ($387k General Fund and $113k Other Funds).

In addition to the COLA raise, Staff is recommending that the employees also receive a 5% merit raise for all eligible employees who receive a satisfactory evaluation. This raise will help to ensure that the City is able to retain its well trained staff while rewarding those employees whose value has increased with their experience. This raise is estimated to cost about $340k ($283 General Fund and $57k Other Funds).

These raises are offset to some degree by the expiration of the 27th pay period that the City incurred last year. This event occurs every 11 years and has a significant financial impact on the City. The lapse of this event decreases the City's payroll by $675k. The total change in payroll costs (excluding the position changes mentioned above) due to the lapse of the 27 pay periods, raises, changes in pensions, and rounding for budget purposes is $217k which is an increase over last year's personnel budget of 1.2%.

In FY 2009-10, the City terminated new enrollment in our traditional defined benefit (DB) retirement plan and replaced it with a more cost effective defined contribution (DC) plan. Existing employees were allowed to retain their status in the DB plan, but all new employees will automatically participate in the DC plan. This has allowed the City to better control our retirement costs even as the DB plan's costs continue to grow as a percent of participants' salaries. However, the DB plan still has a significant "unfunded actuarial accrued liability" (UAAL). This is a comparison of the plan's total long term assets less its total actuarial liability. This UAAL is typically funded over a fixed period of time (generally 30 years after the establishment of the plan) but varies greatly in response to market gains/losses, investment returns, and actuarial assumption changes. The City's UAAL has increased dramatically in response to all of these factors and now stands at $9.4MM with the result that our plan is only 49.1% funded.

Personnel (continued)

To help offset this UAAL in a more expedient manner, last year's budget contributed 22.41% of covered payroll when only 20.38% of covered payroll was required. Staff is recommending that we once again contribute amounts in excess of the "actuarial required contribution" which our portion is 21.89% of covered payroll. Staff is instead recommending a funding level of 23% of covered payroll which is estimated to cost an additional $64,000. Continually exceeding our required contribution will have a similar effect to making extra monthly payments on a mortgage and will allow us to reach a sound funded ratio in a more reasonable period of time.

Initiatives

Due to budget constraints, the City of Bartlesville has added few new initiatives or programs since last year's (FY 2011-12) budget. However, there are a few significant items that the City is continuing to implement from prior year appropriations, some large capital items from restricted sources, and a few new programs intended to ensure the City's financial stability and bring efficiencies in the long term.

One initiative carried over is the implementation of the City's automated poly-cart system. Prior year appropriations from the Solid Waste budget will be carried over to finalize this transition. The current year's budget also provides for some fairly large new capital expenditures. However almost all of these capital items are being funded from the City's capital improvement funds and very little is being funded from the City's operational funds. Thanks to the willingness of the citizens of Bartlesville to continue the City's ½ cent Capital Improvement Sales Tax and G.O. bond programs and the foresight of the Council and Staff to provide sensible long-term capital improvement plans, the City of Bartlesville will be able to improve and maintain our infrastructure and equipment even in these tough economic times.

One program that Council authorized staff to move forward with is the Automated Meter reading/Automatic Meter Information system (AMR/AMI). The purpose of the AMR/AMI system is multi-functional. Reduction in cost of operation, better customer interface, energy savings, and conservation of resources are the primary objectives. Additional benefits of this system will be improved services through automatic reading and remote reporting provided by the AMR/AMI system, which includes and provides for enhanced customer service, reduced water loss, improved leak detection capability, reduced manpower, fuel, vehicle, and energy savings. The total annual savings to the City of Bartlesville is estimated to be $367,368. The total annual benefit realized from the project is estimated to be $1,194,368. The project cost is estimated to be $3,900,000. Funding for the AMR/AMI system will be provided by a low interest loan and a "green" grant (in the amount of $500,000.) from the Oklahoma Water Resources Board (OWRB). Current water rates will cover the cost of the loan.

Initiatives (continued)

The City is continuing progress in achieving the milestones established by the ODEQ mandated consent order. Tetra Tech Engineers, Inc has been retained and is currently performing a post rehabilitation flow study of the city's wastewater collection system. Thirty nine (39) permanent and three (3) roaming flow meters have been installed at locations across the entire system. These locations, originally selected during the 2005 flow monitoring study, will allow a comparative analysis of the data gathered during both monitoring events. The result will indicate the measure of effectiveness from the City's rehabilitation projects, assist in the identification of future projects, and provide information to calibrate a system hydraulic model.

Work continues on the South Wastewater Treatment Plant Project. Site selection activities are once again progressing as ODEQ has given approval of the Caney River model information produced during the Total Maximum Daily Load (TMDL) Study. Some non-site specific work has been completed for the new facility. Our next steps will be the finalization of the Caney River Model and ODEQ's approval of a modification to the Oklahoma 208 Water Quality Management Plan. Approval of this modification will permit the City to apply for the discharge permits required for both the old and new treatment facilities. Funds for the Post Rehabilitation Flow Monitoring Study and the activities associated with the new South Wastewater Treatment Plant are being obtained from the City's Wastewater Capital Investment Fee.

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

One other item that is implemented with this budget is the establishment of the Capital Reserve Fund. The Capital Reserve Fund is mandated by the City's recently adopted reserve fund ordinances and requires a five year capital plan for the Wastewater, Water, and Sanitation Funds. These five year plans are used to determine the necessary funding for capital replacements which are shown as transfers out of the utility funds into the Capital Reserve Fund.

Two items that were implemented with last year's budget was the establishment of the Stabilization Reserve Fund and the Auto Collision Insurance Fund. At a minimum, the City is required to contribute 2% of non-capital operating expenditures on an annual basis until the minimum required balance is established for the General, Wastewater, Water, and Sanitation Funds. In FY 2011-12, this 2% requirement was exceeded and the City contributed 3%. Staff is recommending that due to the existence of large amounts of one-time resources that the funding level be set at 4% for the coming fiscal year.

The Auto Collision Insurance Fund is a fund that was created in FY 2011-12. The City's vehicles are only insured for liability, and we are "own risk" for damage to our vehicles. This fund was established with an initial funding level of $300,000 which is contributed by the General Fund ($100k), Wastewater Fund ($50k), Water Fund ($100k), and the Sanitation Fund ($50k). Staff feels that the current level in this fund is sufficient for the next fiscal year and no additional transfers are budgeted for this fiscal year.

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Summary

With this budget, we have attempted to meet the diverse needs of our population while planning for the possibility of limited growth after the recent recession.

As always, we have attempted to be forward thinking during budget planning and anticipate our most likely and greatest future challenges. With these challenges in mind, we attempt to fashion the budget in a manner that addresses these challenges while best positioning the City to deal with the unforeseen. At this time, I feel that the City of Bartlesville's greatest challenges are the continued uncertainty of the global/national economic climate and the relatively low levels of the City's reserves, but I believe that we are on the right track to replenishing these reserves in a responsible manner. 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 also like to issue a special word of thanks to the Administrative Director/CFO, Mike Bailey, Internal Services Supervisor, Jason Muninger, and Graduate Accountant, Alicia Shelton, without whom the quality and accuracy of this document would not be possible.

Sincerely,

Ed Gordon
City Manager

COMMUNITY PROFILE

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bartlesville

IT'S TIME FOR LIVING.

The City of Bartlesville is a charter city in the State of Oklahoma. The City has a population of 35,750 according to the 2010 US Census. The City is located in Washington County and encompasses 21.1 square miles at an elevation of 700 feet above sea level.

CITY OF BARTLESVILLE

2012-13 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.

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

Today…
Bartlesville is proud of the many attractions and assets that continue the legend of exploration and innovation, including museums, dramatic architecture, art collections, scenic prairie life, and world-renowned events. With a balanced mixture of natural resources and abundant space, Bartlesville has grown to be the home of more than 35,000 people as well as industrial giants Phillips 66, ConocoPhillips, Schlumberger REDA Production Systems, Zinc Corporation of America, ABB Total Flow, SGS, and Siemens. Since the early days, the economic foundations of Bartlesville area business have been natural gas, oil, agriculture, and ranching.

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

CITY OF BARTLESVILLE

2012-13 Operating Budget
Miscellaneous Statistics

Municipal Full-Time Employment:	
Total	335
Non-union	224
Union	111
Economic Information:	
Cost of living (when compared to national average) [3]	96.28%
Number of citizens in labor force [2]	15,750
Population Overview:	
Total population [4]	34,748
Total male population [4]	17,075
Total female population [4]	18,675
Median age [4]	39.9
Total population over eighteen (18) years old	27,308
Per capita income (dollars) [2]	21,195
Median earnings – male full-time (dollars) [2]	35,699
Median earnings – female full-time (dollars) [2]	23,071
Percent of families below poverty level [2]	9.4%
Percent of individual below poverty level [2]	12.7%
Housing Overview: [2]	
Total housing units	16,104
Total housing units older than 20 years	12,916
Median number of rooms	5.7
Median value (dollars)	64,700
Hospital: [3]	
Number of hospitals	1
Number of licensed beds in hospital	137

CITY OF BARTLESVILLE

2012-13 Operating Budget
Miscellaneous Statistics
(continued)

Education: [1]

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

Culture and Recreation: [1]

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

Public Safety:

Number of police stations	1
Number of fire stations	4
Number of policemen	52
Number of firemen	66

CITY OF BARTLESVILLE

2012-13 Operating Budget
Miscellaneous Statistics
(continued)

Major Employers: [3]

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

[1] Source – Bartlesville Chamber of Commerce (2006 website)
[2] Source – 2010 US Census
[3] Source – Bartlesville Chamber of Commerce (2011 website)
[4] Source – 2010 US Census

CITY OF BARTLESVILLE
2012-13 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

OK Mozart

(pictures courtesy of Bartlesville Chamber of Commerce)

CITY OF BARTLESVILLE

2012-13 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 **WOO**ds, **LA**kes, and **ROC**ks 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.

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.

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 damned 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

2012-13 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 2nd and Keeler. The 900-class/940 series were the first locomotives to burn fuel oil instead of coal and were synonymous with the Santa Fe engine. Built by Vulcain, this Santa Fe engine, built in 1903, was originally a compound steam locomotive, and later converted to a simplified locomotive that could burn diesel. In addition to the engine, a caboose has been added and an oil car will soon make its debut. It has 2/10/2 wheels (2 pilot, 10 drivers and 2 trailing). Also to be seen at the park is the restored **Hulah Santa Fe Depot** (a #1 Santa Fe Depot), built in 1923. Both have been relocated to Johnstone Park as reminders of the important role each played in the development of the area.

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

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

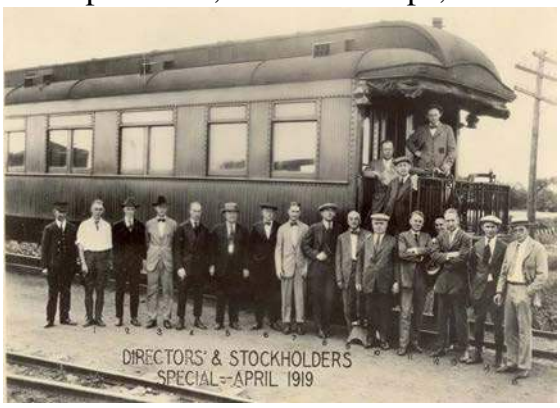
Before you ever open the door to **Keepsake Candle Factory**, you will detect the aura of vibrant scents of the hand-made candles made in this facility. These beautiful "Antiques in Wax" have been made in Bartlesville since 1970 as part of a business that began on a kitchen stove. There's also a short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

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

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

The birth of a giant…

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



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

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.

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

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.

The reformation…

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

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

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

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

ConocoPhillips

PHILLIPS 66

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

BUDGET AND ACCOUNTING OVERVIEW

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CITY OF BARTLESVILLE

2012-13 Operating Budget

Financial Policies

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

- Prepare an annual budget according to the "Budget Act" of the State of Oklahoma that is submitted to the Council for approval and made available to all citizens of the City of Bartlesville.
- Manage the City's cash flows to minimize the loss of investment revenues during short-term cash shortages.
- Provide for sound financial planning to maintain adequate reserves in all operating funds. In FY 2011, the City adopted an ordinance establishing the Stabilization Reserve Fund and Capital Reserve Fund. The Stabilization Reserve Fund must be funded by a minimum annual contribution equivalent to 2% of non-capital operating expenses for the General, Water, Wastewater, and Sanitation Funds. The use of any resources deposited in the Stabilization Reserve Fund is restricted by the ordinance and requires a 4/5^{ths} vote of the City Council. The Capital Reserve is funded in accordance with the needs of long term capital plans for the Water, Wastewater, and Sanitation Funds.
- Maintain adequate financial records and documentation to provide for a cost effective audit and positive auditor's opinion.
- Maintain a sound financial condition through careful planning to obtain the highest possible bond rating. The City's bond rating was upgraded in fiscal year 2007-2008 to AA- and still maintains this rating today. This is one of the highest bond ratings for a municipality in the State of Oklahoma with only two other municipalities receiving any A rating.
- Monitor the budget to maintain necessary flexibility to meet the needs of the City as a whole.
- Maintain a balanced budget by paying for all current year operating expenses from current year revenues and/or available fund balance.
- Monitor all debt service reserves for compliance with the active debt covenants of the City.
- Maintain a positive cash balance in all operating funds at year end.
- The City of Bartlesville adopted the "Municipal Budget Act," a provision of State Statute located at §11-17-201 through §11-17-216.

THE BUDGET PROCESS

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

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

BASIS OF PRESENTATION

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

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

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.

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.

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

2012-13 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.

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

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

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

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

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

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

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

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

Capital Projects Funds:

Capital Improvements: Sales Tax – The Capital Improvements: Sales Tax Fund accounts for revenues and expenditures associated with funds from sales tax that are dedicated to capital improvements. This fund was originally established to account for the 1999 ½ cent sales tax issue that was extended in 2003. The major sources of current revenue for this fund are 16⅔ % of the municipal 3 cent sales tax (or ½ cent) and investment earnings.

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

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

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

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

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

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

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

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

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

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

PROPRIETARY FUND TYPES:

Enterprise Funds:

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

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

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

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

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

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

Internal Service Funds:

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

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

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

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

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

FIDUCIARY FUND TYPES:

Expendable Trust Funds:

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

OTHER FUNDS AND COMPONENT UNITS

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

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

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

AGENCY FUNDS:

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

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

DISCRETELY PRESENTED COMPONENT UNITS:

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

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

BLENDED COMPONENT UNITS:

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

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

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

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.

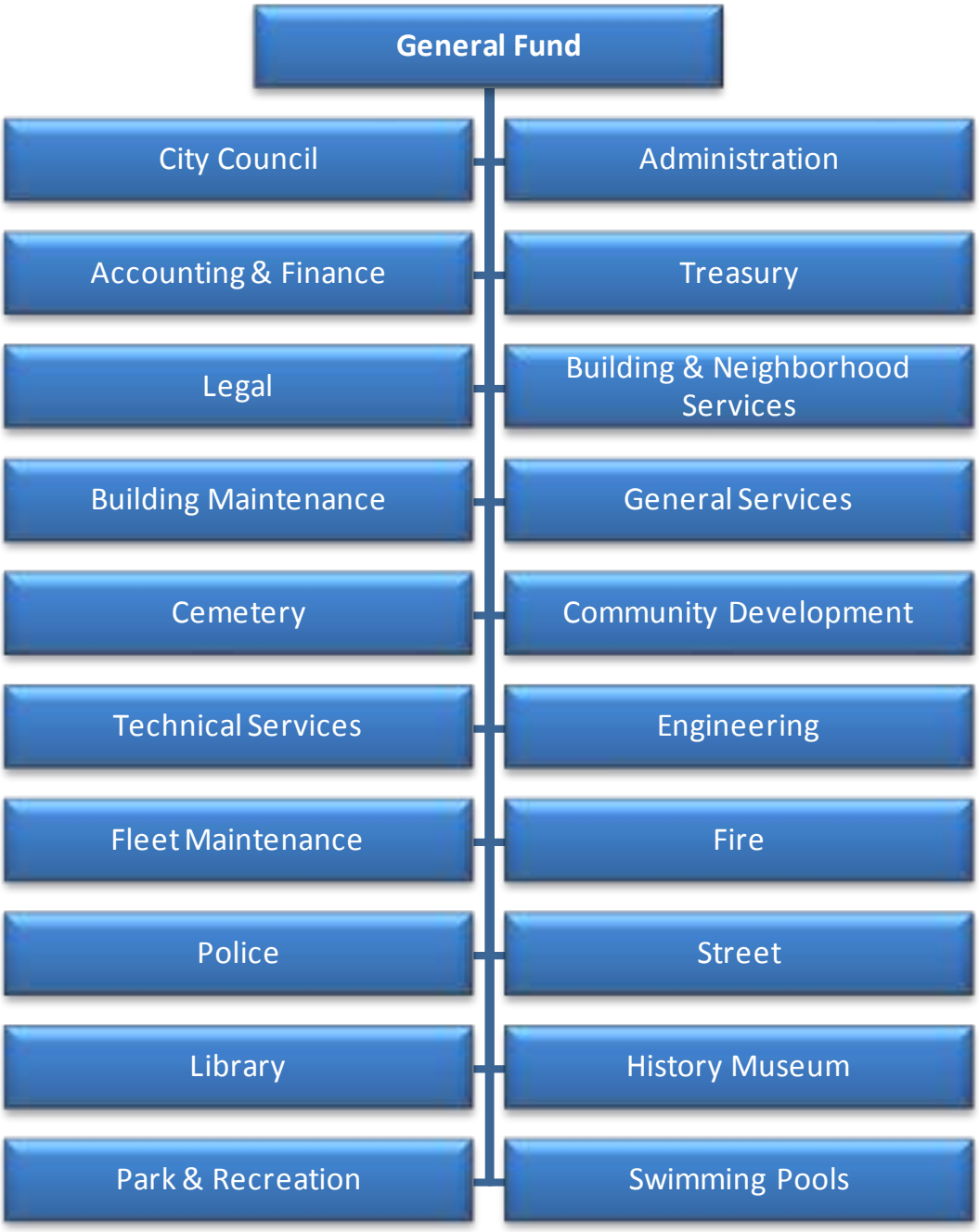
Bartlesville Municipal Authority – The Bartlesville Municipal Authority was created originally to finance projects and developments for the City's water and wastewater utilities. The Authority's purpose has recently been expanded to include financing of certain street projects. The formation of this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

2012-13 Operating Budget

Fund Structure Charts

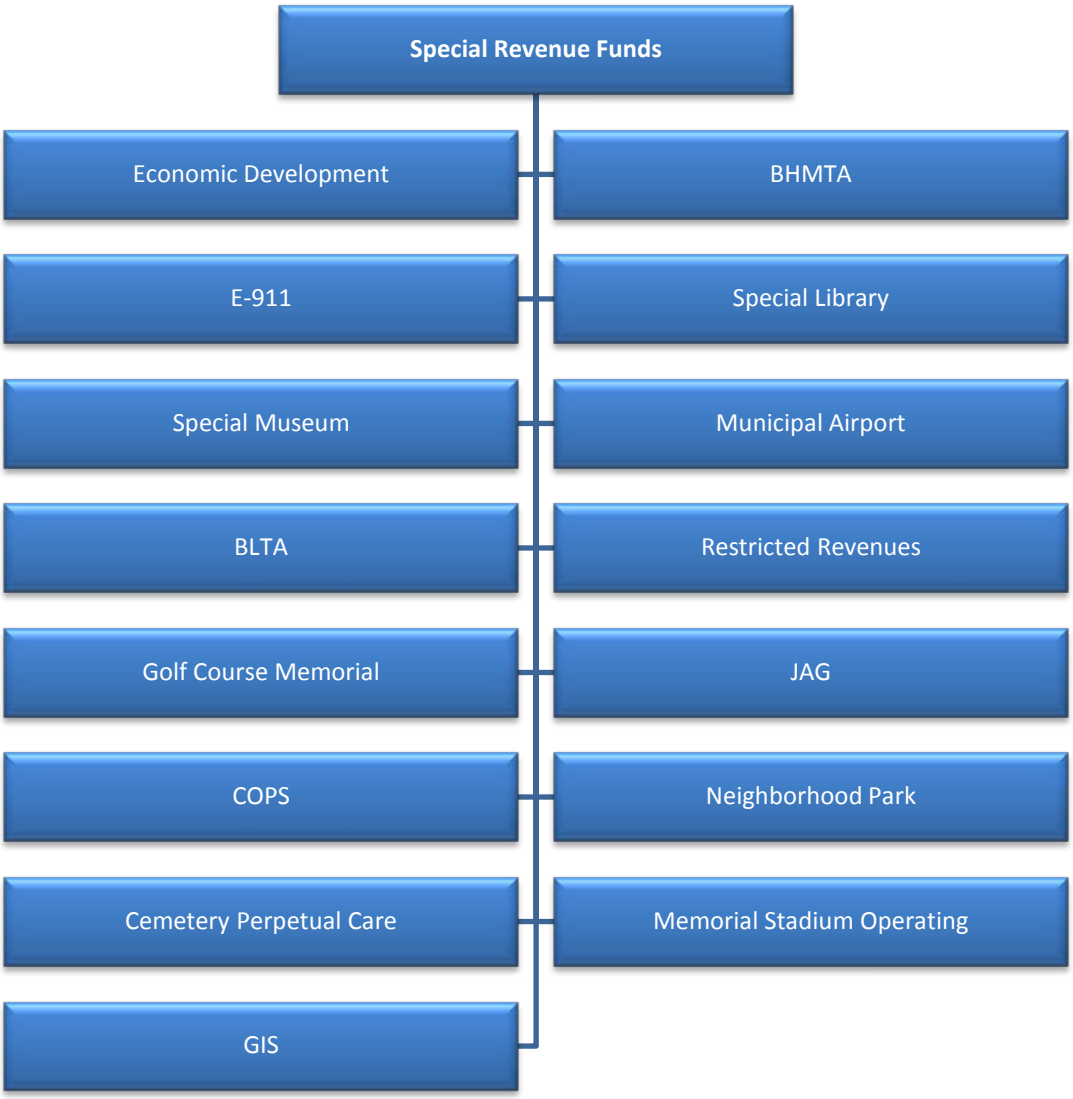
General Fund:



CITY OF BARTLESVILLE

2012-13 Operating Budget
Fund Structure Charts
(continued)

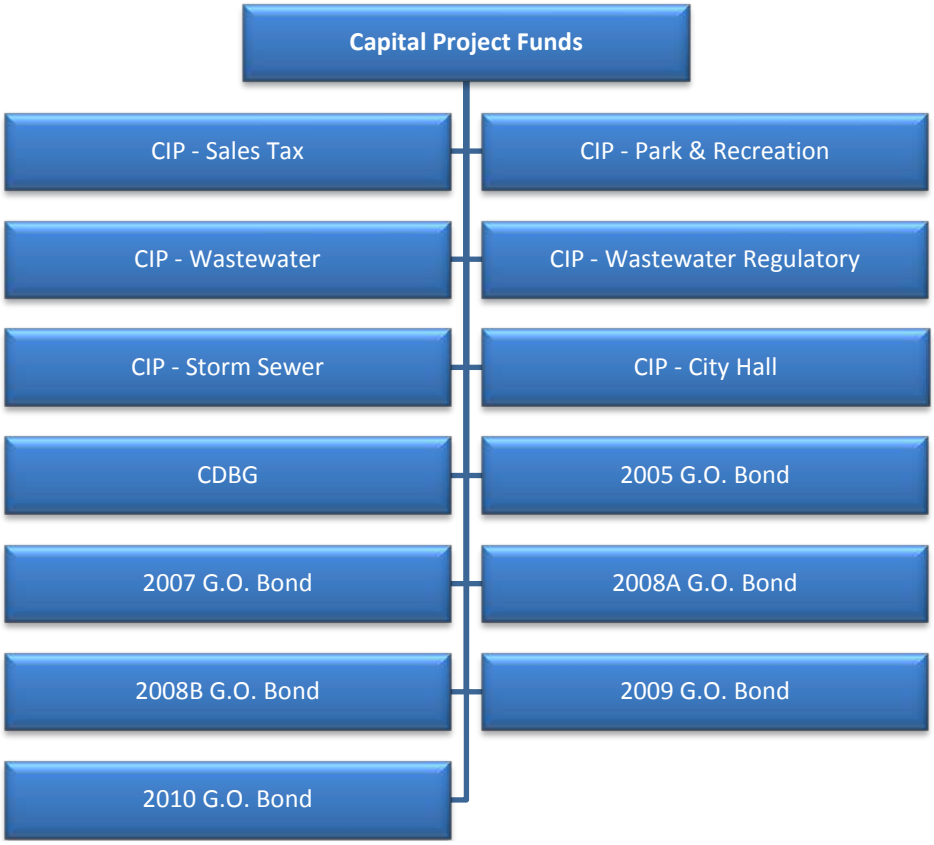
Special Revenue Funds:



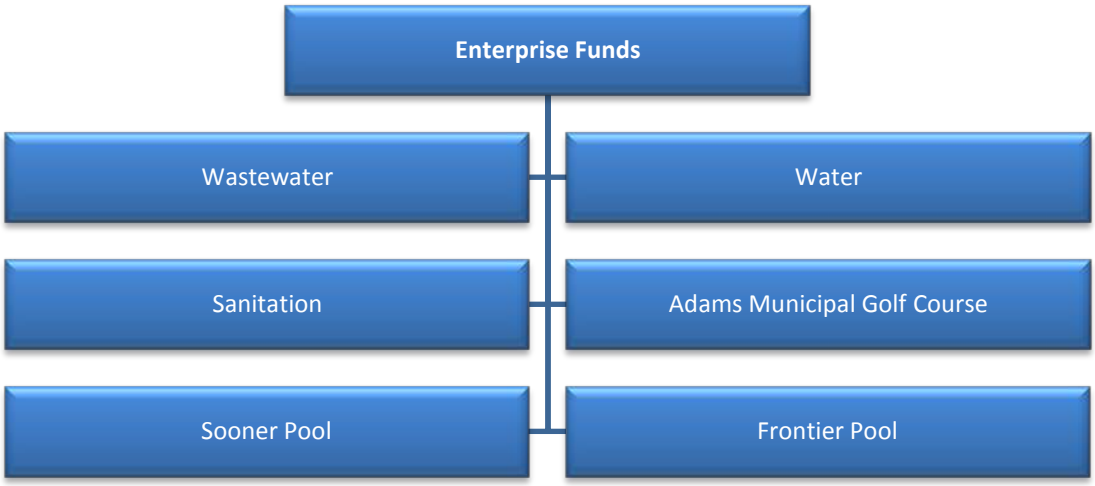
CITY OF BARTLESVILLE

2012-13 Operating Budget
Fund Structure Charts
(continued)

Capital Project Funds:



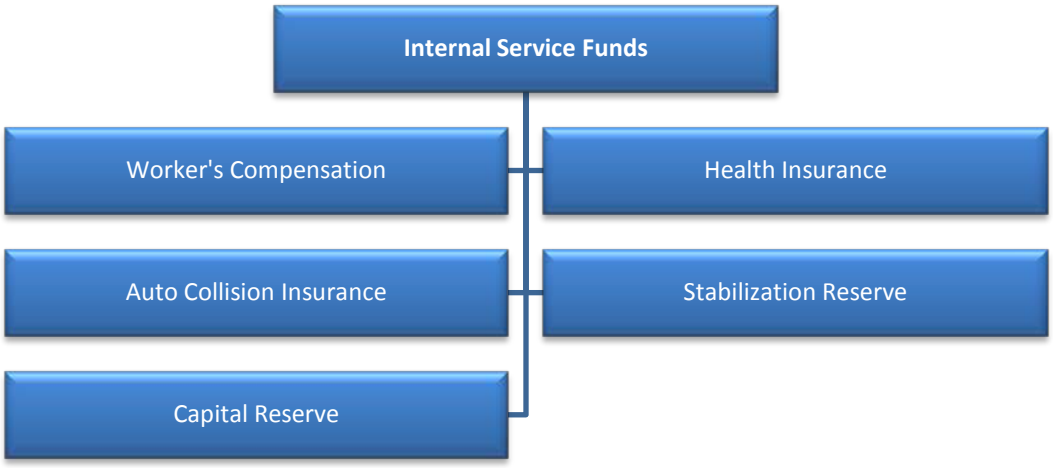
Enterprise Funds:



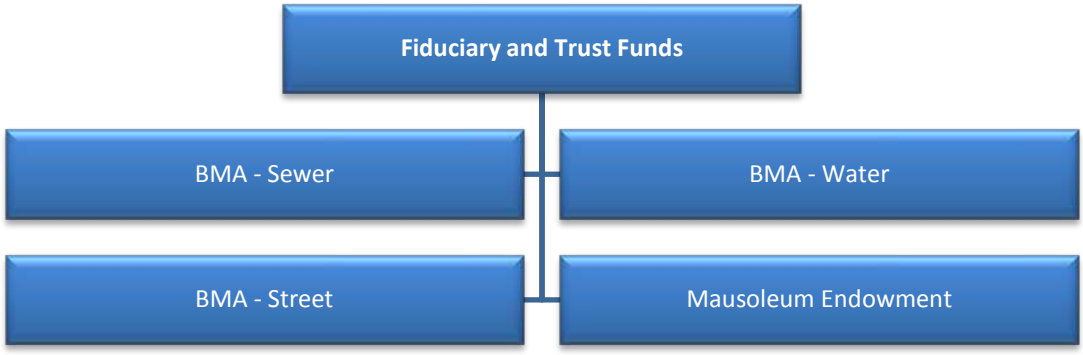
CITY OF BARTLESVILLE

2012-13 Operating Budget
Fund Structure Charts
(continued)

Internal Service Funds:



Fiduciary and Trust Funds:



CITY OF BARTLESVILLE

2012-13 Operating Budget

Budget Calendar

TARGET DATE	***ACTIVITY***
March 5	Distribute Budget Preparation Packets to Directors
March 5	Directors verify personnel and line estimates
March 5 - April 2	Directors prepare budget requests and submit to Finance Director
April 9 - April 13	Directors Budget Meetings with City Manager
May 7	Initial Presentation of Significant Issues to City Council
May 16	Submit Proposed Budget to City Council
May 21	City Council Consideration of Budget
May 23	Publish Budget Summary and Notice of Public Hearing (actual publish date will be Sunday, May 27)
June 4	Public Hearing on Budget and Budget Adoption (Legal Deadline is June 23)
June 30	Budget published and filed with State Auditor and City Clerk
July 1	New fiscal year begins

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FINANCIAL SUMMARY

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CITY OF BARTLESVILLE

2012-13 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 2006-07 to 2010-11 is presented below.

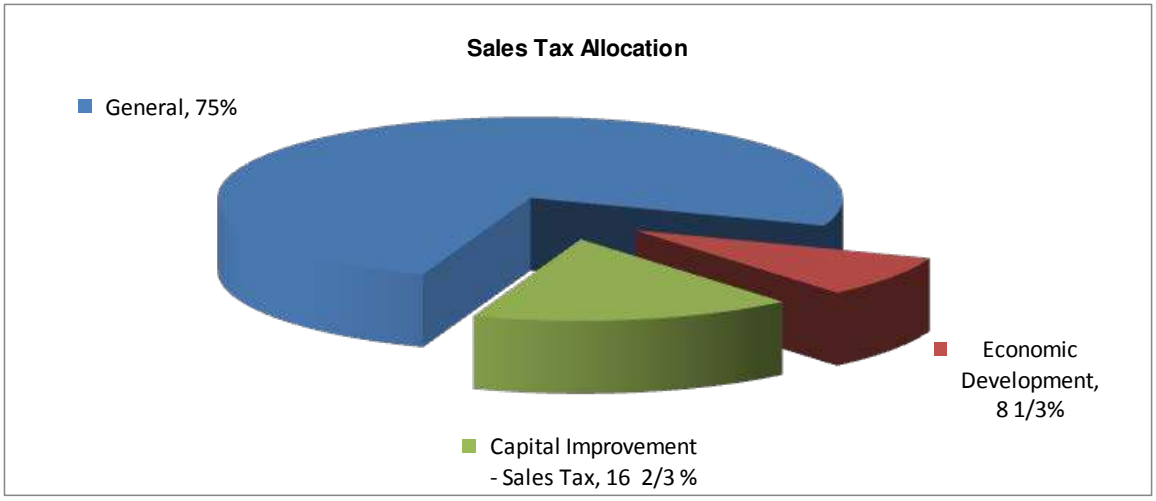
REVENUE SOURCE	TOTAL	AVERAGE	AVERAGE %
General Sales Tax	76,358,567	15,271,713	36.6%
Water Fees	41,217,010	8,243,402	19.8%
Wastewater Fees	19,626,180	3,925,236	9.4%
Sanitation Fees	19,368,691	3,873,738	9.3%
Ad Valorem	13,961,070	2,792,214	6.7%
Fees for Services (Other than Utilitie	8,694,271	1,738,854	4.2%
Franchise Fees	8,124,471	1,624,894	3.9%
Investment Earnings	6,099,613	1,219,923	2.9%
Fines & Fees	3,741,291	748,258	1.8%
E-911	2,124,314	424,863	1.0%
Hotel/Motel Tax	1,992,307	398,461	1.0%
Miscellaneous	1,864,591	372,918	0.9%
County Motor Veh Tax	1,241,158	248,232	0.7%
Licenses & Permits	1,227,675	245,535	0.6%
Donations	1,083,959	216,792	0.5%
Cigarette Tax	1,082,364	216,473	0.5%
State Alchohol Tax	448,338	89,668	0.2%
Fuel Tax	314,382	62,876	0.2%
TOTAL	**208,570,252**	**41,714,050**	**100.0%**

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 81.8% 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.

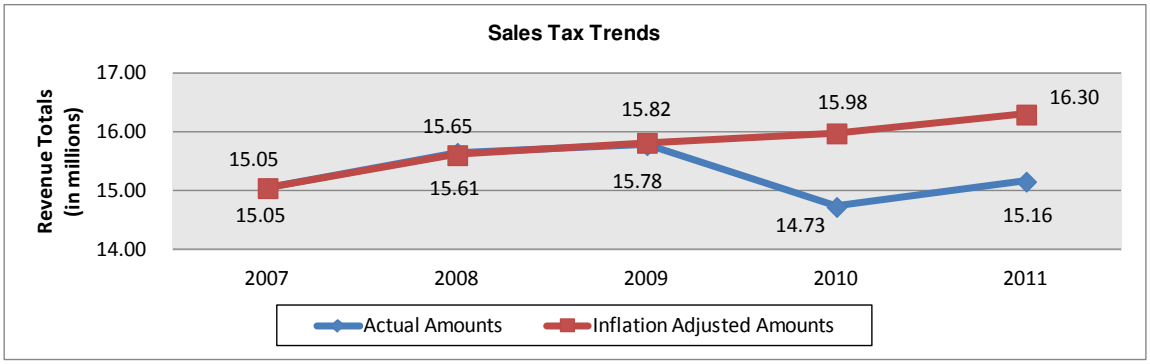
(All amounts in the following sections for the fiscal year 2011-12 consist of actual amounts as of March 31, 2012 projected to June 30, 2012 except for sales tax which consists of actual amounts as of May 31, 2012 projected to June 30, 2012.)

SALES TAX

The 3% municipal sales tax has been and continues to be Bartlesville's largest source of recurring revenue, accounting for, on average, 36.6% 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 %).



The City experienced a sharp decline in sales tax during fiscal year 2010. Fortunately fiscal year 2011 began a period of recovery that has lasted through May 2012. Prior to fiscal year 2010, the City had experienced steady growth in this most important revenue source. However, even the periods of growth from before and after the recession have barely kept place with inflation. Once the final data is in for fiscal year 2012, this gap should have closed somewhat, but it will still be many years, if ever, before the City's buying power returns to its prerecession levels.



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

Fiscal Year	Amount	Percent Increase
2008	15,646,299	
2009	15,778,877	0.85%
2010	14,725,587	(6.68%)
2011	15,158,193	2.94%
2012	15,840,739	4.50%
Total	**77,149,695**	**1.61%**
Average	**15,429,939**	**0.40%**

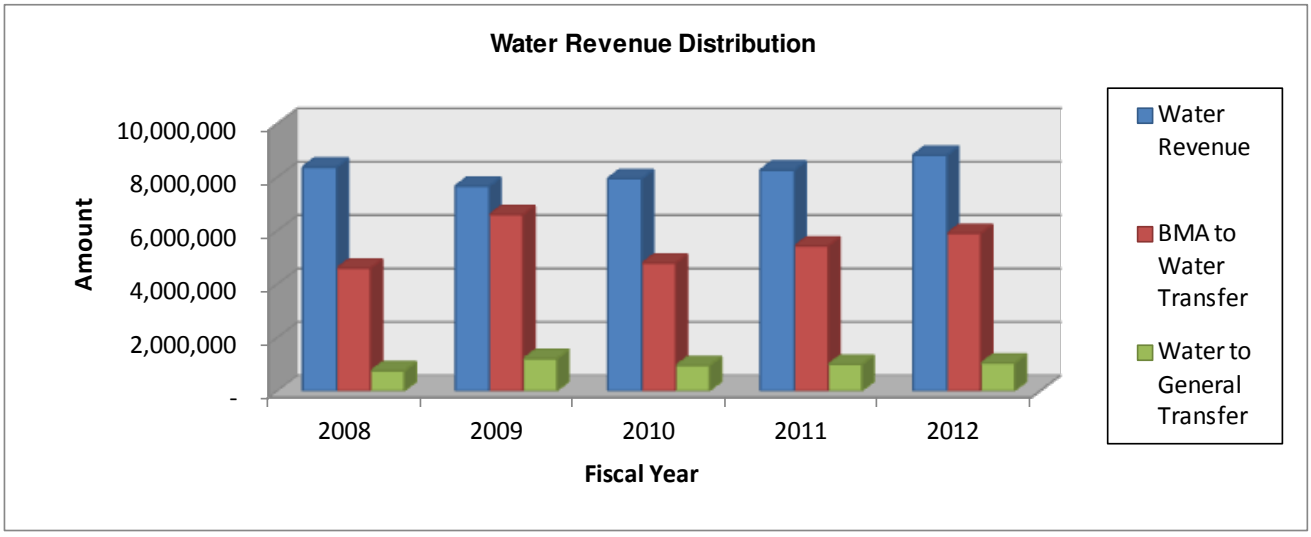
The preceding trend analysis accounts solely for historic amounts and disregards current and anticipated economic factors that could significantly influence the amount of sales tax growth. It is the policy of the City of Bartlesville to examine historical trends, but to also weigh heavily the most recent factors. The City's most recent experience with sales tax suggests a pattern of growth and recovery following the recent recession. However, expectations for the next year are tempered by the recent experiences of the fiscal year 2010 recession and the continuing global economic uncertainty.

The results for the last 24 months suggest that sales tax receipts may grow at nearly 4% in the coming year, but the analysis above (which includes the decline of fiscal year 2010) indicates growth at only 1.61%. The City feels that greatest weight should be given to recent patterns while considering current circumstances. With these factors in mind, the City is predicting a modest growth scenario for fiscal year 2013 of 2% growth over the expected results for fiscal year 2012.

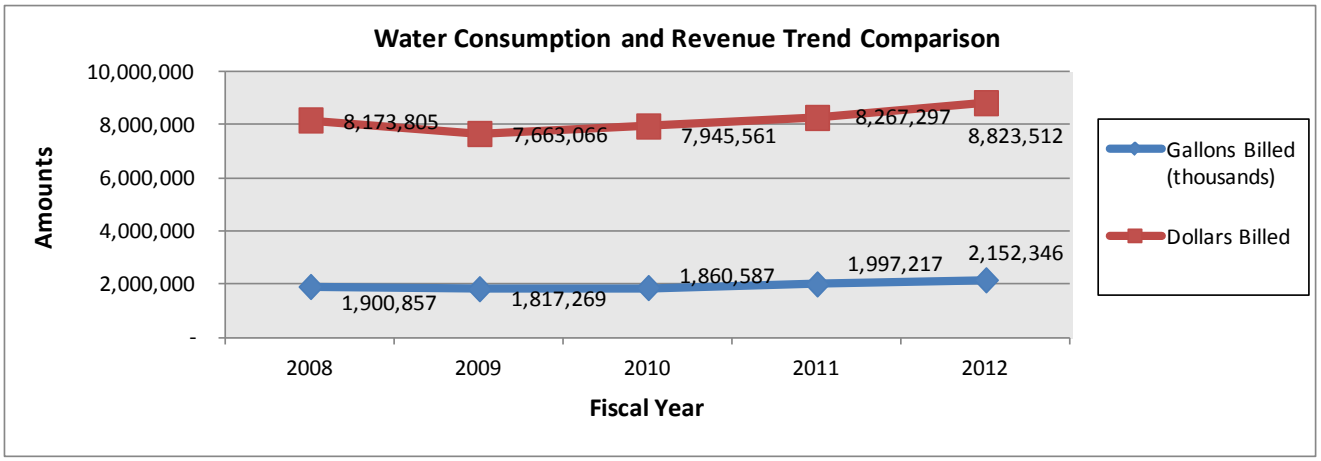
Using this scenario, the amount of sales tax revenue to be budgeted for fiscal year 2012-2013 is $16,157,554. This amount will be available to the following funds based on the percentages previously discussed. The General Fund will receive $12,118,166, the Capital Improvement – Sales Tax Fund will receive $2,692,929, and the Economic Development Fund will receive $1,346,459.

WATER UTILITY REVENUES

The revenues received from the City of Bartlesville's water utilities are the City's second largest source of revenue, accounting for, on average, 19.8% 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 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

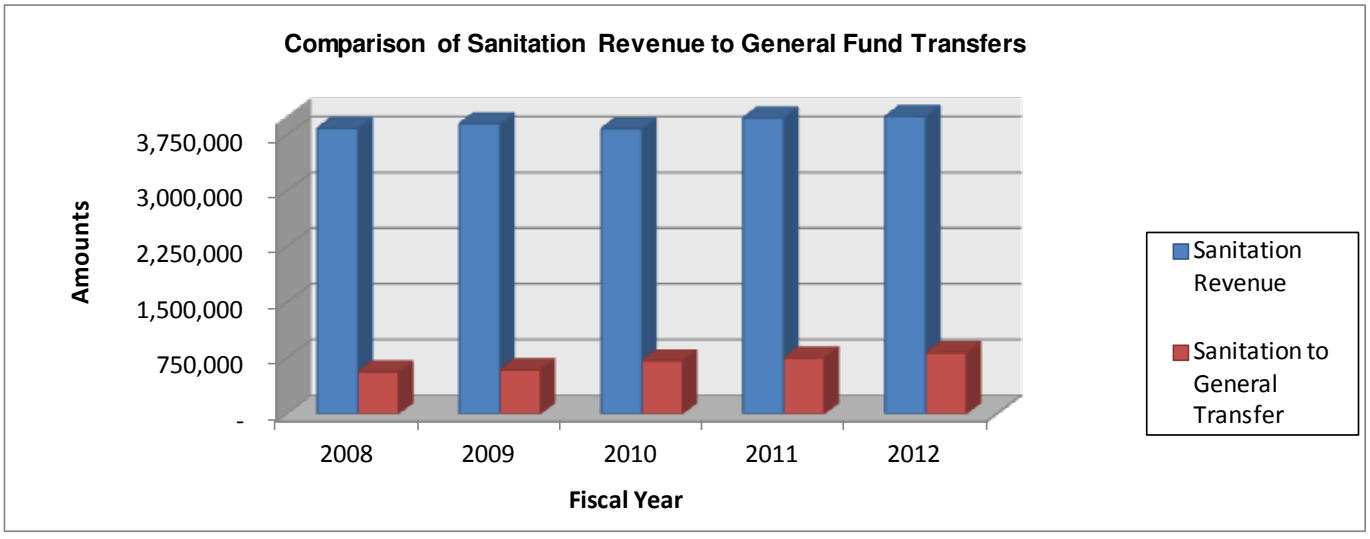
Fiscal Year	Gallons Billed (thousands)	Percent Increase (Decrease)	Dollars Billed	Percent Increase (Decrease)
2008	1,900,857		8,173,805	
2009	1,817,269	(4.40%)	7,663,066	(6.25%)
2010	1,860,587	2.38%	7,945,561	3.69%
2011	1,997,217	7.34%	8,267,297	4.05%
2012	2,152,346	7.77%	8,823,512	6.73%
Total	**9,728,276**	**13.09%**	**40,873,241**	**8.22%**
Average	**1,945,655**	**3.27%**	**8,174,648**	**2.06%**

The City of Bartlesville experienced a combination of events in the fiscal years 2007-08 and 2008-09 that negatively impacted the City's water customers' water usage. The two main factors were significant rain events in both fiscal years, some of which resulted in severe flooding during the City's highest water use periods, and a series of water treatment plant malfunctions that led to voluntary water use restrictions. As such, we consider the results from fiscal year 2007-08 and 2008-09 to be nearly the worst possible scenarios. Conversely, the amounts billed in fiscal year 2011-12 are skewed somewhat by recent drought conditions. Because of these two factors and the uncertain nature of Oklahoma weather, we have elected to utilize a moderated expectation that is not indicated by the trend analysis above. The City instead expects water usage to return closer to the fiscal year 2010-11 levels.

To this end, we utilized 1,990,558,000 gallons as the base. This amount was multiplied by the current rate that will still be in effect as of July 1, 2011. The resulting amount of $8,200,000 is the estimated water utility revenue for the City of Bartlesville.

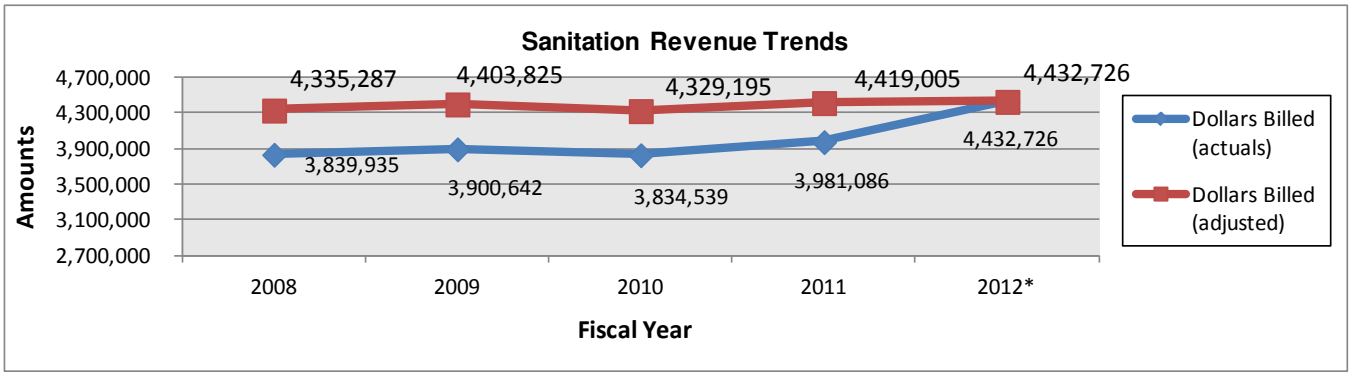
SANITATION UTILITY REVENUE

The City of Bartlesville also operates a sanitation utility for the purpose of collecting and disposing of solid waste. The fees derived from the sanitation utility are used to operate, maintain, and improve the sanitation utility and are also used to fund the City's General Fund with operating transfers. This source of revenue accounts for, on average, 9.3% of all external recurring revenues; which makes it the third largest source of revenue for the City.



CITY OF BARTLESVILLE

2012-13 Operating Budget
Description of Major Revenue Sources
(continued)



Sanitation Utility Revenue Estimate
Trend Analysis Method

Fiscal Year	Dollars Billed (actuals)	Percent Increase (Decrease)	Dollars Billed (adjusted)	Percent Increase (Decrease)
2008	3,839,935		4,335,287	
2009	3,900,642	1.58%	4,403,825	1.58%
2010	3,834,539	(1.69%)	4,329,195	(1.69%)
2011	3,981,086	3.82%	4,419,005	2.07%
2012*	4,432,726	11.34%	4,432,726	0.31%
Total	**19,988,928**	**15.05%**	**21,920,038**	**2.27%**
Average	**3,997,786**	**3.76%**	**4,384,008**	**0.57%**

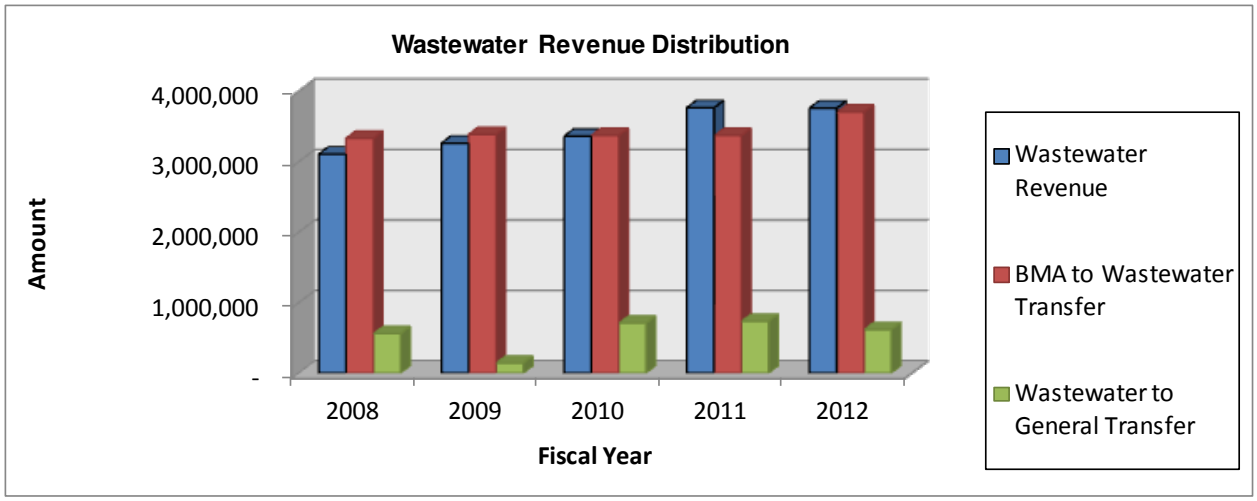
***** The Dollars Billed actuals and adjusted columns are the same for these years, since the rate increase was in effect for the entire fiscal year.

Due to an increase and restructuring of rates for commercial customers, the amounts billed have been adjusted to assume that the rate increases were in effect for the entire five year period. The adjusted column removes the impact of the rate increase and allows for an analysis of the true trend in our sanitation revenues. This adjusted analysis indicates only moderate increases for these years. The resulting average increase of 0.57% has not been applied due to the high/low variations observed in this trend analysis. Instead a more conservative zero growth scenario has been applied to the actual amount received in 2010-11. This results in $4,432,726 for the 2012-13 fiscal year sanitation revenues.

WASTEWATER UTILITY REVENUES

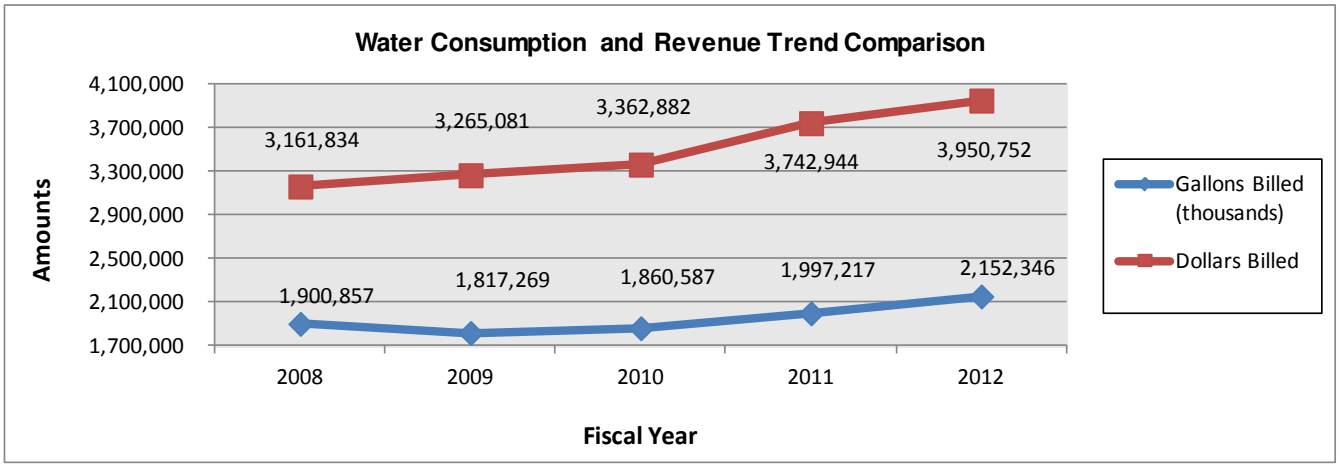
The revenues received from the City of Bartlesville's wastewater utilities are the City's fourth largest source of revenue, accounting for, on average, 9.4% of all external recurring revenues. Similar to the water utility revenues, these revenues have been pledged to provide debt service on a portion of the Bartlesville Municipal Authority's ("BMA") debt since fiscal year 2003-04, and therefore, during this period, were recorded initially in the BMA.

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



The City's wastewater utility rates have been changed several times between 2007-08 and 2009-12. The City implemented the first of a series of planned increases effective July 1, 2009 with a 7% rate increase. The second phase of these increases was effective on July 1, 2010 with an estimated 6% rate increase. The City originally planned to increase rates again effective July 1, 2011 but instead elected to await the results of the Wastewater Long Term Capital Plan. With the implementation of this plan the City has elected to increase rates by 5% effective July 1, 2012.

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.



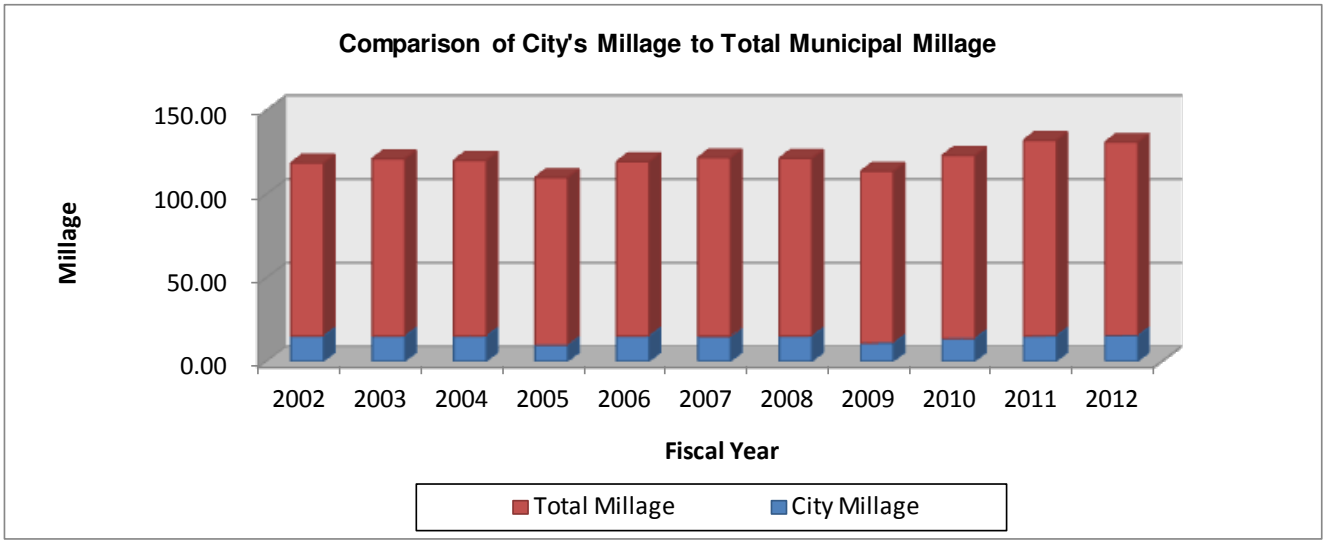
Sewer Utility Revenue Estimate
Trend Analysis Method

Fiscal Year	Gallons Billed (thousands)	Percent Increase (Decrease)	Dollars Billed	Percent Increase (Decrease)
2008	1,900,857		3,161,834	
2009	1,817,269	(4.40%)	3,265,081	3.27%
2010	1,860,587	2.38%	3,362,882	3.00%
2011	1,997,217	7.34%	3,742,944	11.30%
2012	2,152,346	7.77%	3,950,752	5.55%
Total	**9,728,276**	**13.09%**	**17,483,493**	**23.12%**
Average	**1,945,655**	**3.27%**	**3,496,699**	**5.78%**

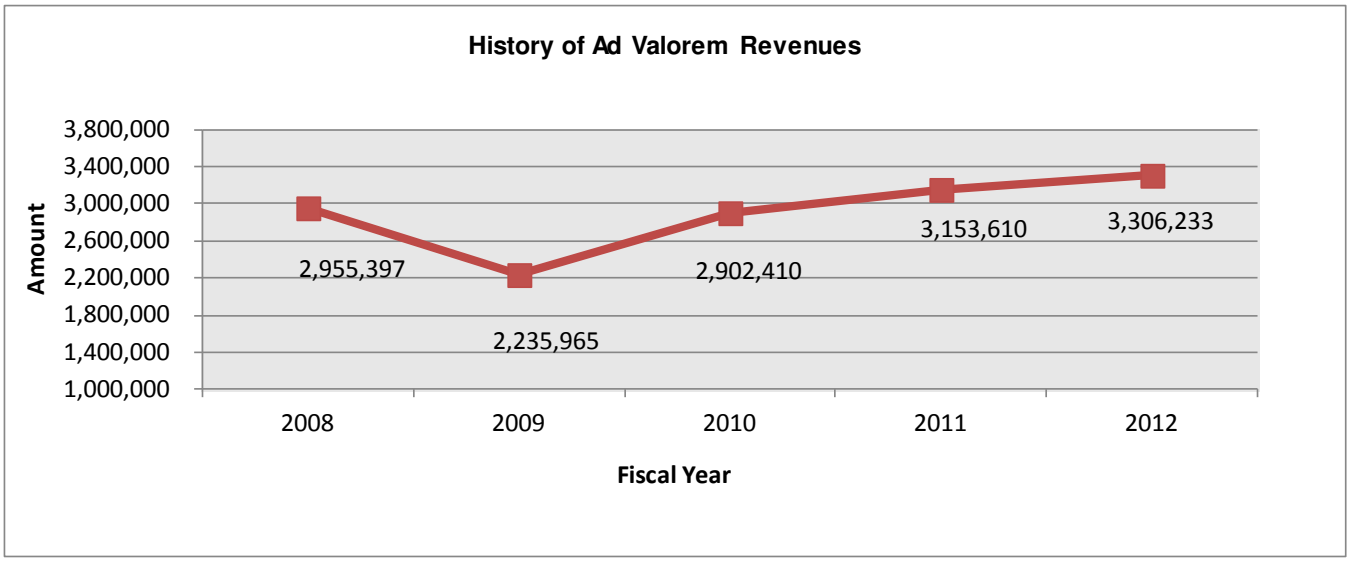
As discussed above in the water revenue section, the City of Bartlesville has elected to assume a return to fiscal year 2010-11 water demand levels. The same revenue base of 1,990,558,000 gallons was utilized to calculate the wastewater revenues. After adding the effect of the 5% rate increase, wastewater revenues of $3,950,752 were calculated as the estimated wastewater utility revenue for the City of Bartlesville in fiscal year 2012-13.

AD VALOREM

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



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



The ad valorem tax levy is prepared using an estimate of needs form. The estimate of needs is prepared by estimating all sinking fund related expenses for the upcoming year. The first amount taken into consideration is the principal requirement on the general obligation bonds. This is calculated by taking the amount of the bond issue and dividing it by the term of the bond issue. Additionally, principal amounts are calculated for court ordered judgments. The sum of these two items provides an annualized principal requirement.

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

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 2012-13 is considered to be the actual amount necessary to levy.

Ad Valorem Revenue Estimate
Debt Service Requirements Estimation Method

Bond Issue/Purpose	Principal Requirement	Interest Requirement	Total Requirement
2010 Combined Purpose Bonds	710,000	78,213	788,213
2009 Combined Purpose Bonds	330,000	68,212	398,212
2008B Combined Purpose Bonds	220,000	48,765	268,765
2008A Combined Purpose Bonds	440,000	85,940	525,940
2007 Combined Purpose Bonds	500,000	88,000	588,000
2005 Combined Purpose Bonds	500,000	55,500	555,500
Judgement	234,043	-	234,043
Totals	**2,934,043**	**424,630**	3,358,673
	Add: Financial Agent Fees		2,600
	Balance to Levy		**3,361,273**

CITY OF BARTLESVILLE

2012-13 Operating Budget

All Funds Personnel Summary

PERSONNEL COUNTS BY FUND & DEPARTMENT	***2010-11 ACTUAL FTEs***	***2011-12 BUDGETED FTEs***	***2011-12 ACTUAL FTEs***	***2012-13 BUDGETED FTEs***
General Fund:				
Administration	4.5	5	5	6
Accounting and Finance	15.75	15.75	15.75	16
Legal	2	2	2	2
Building and Neighborhood Services	10	6.5	7	7
Building Maintenance	8	8	8	8
Cemetery	1	1	1	1
Community Development	4	3	3	3
Engineering	9	9	9	9
Fleet Maintenance	4.5	4.5	4	4
Fire	67	70	70	70
Police	69	66	66	66
Street	13	11	11	11
Library	18.165	17.567	17.567	17.47
History Museum	3.945	3.945	3.945	3.945
Park and Recreation	8	8.5	8	9.5
Total General Fund	**237.86**	**231.762**	**231.262**	**233.915**
E-911 Fund:				
Emergency Dispatch	**12**	**12**	**13**	**15**
Special Library:				
Library	**1**	**0**	**0**	**0**
Special Museum:				
Museum	**0**	**0.5**	**0.5**	**0.5**
Memorial Stadium Operating Fund:				
Doenges Memorial Stadium	**0.5**	**0.5**	**0.5**	**0.5**
Wastewater Fund:				
Wastewater Maintenance	**11**	**11**	**11**	**11**
Water Fund:				
Water Plant	15	15	15	15
Water Administration	2	3	2	3
Water Distribution	23	20.5	20.5	21
Total Water	**40**	**38.5**	**37.5**	**39**
Sanitation Fund:				
Sanitation	**38.5**	**39**	**39**	**39**
Golf Course Fund:				
Municipal Golf Course	**5**	**3**	**3**	**3**
Total Personnel	**345.86**	**336.262**	**335.762**	**341.915**

As explained more fully in the City Manager's Letter earlier in this document, there were 7 additional full time positions added to this budget, some adjustments to part time positions, and a few vacant positions that were not refilled. The end result is a net increase of 5.653 FTEs from FY 2011-12 to FY 2012-13 for a 1.7% increase in total personnel.

CITY OF BARTLESVILLE

2012-13 Operating Budget

All Funds Capital Expenditures Summary

EXPENDITURES BY FUND & DEPARTMENT	*2012-13 BUDGETED CAPITAL EXPENDITURES*
Municipal Airport Fund:	
Airport	**336,690**
Restricted Revenues Fund:	
Police	7,500
Park and Recreation	39,536
Total Restricted Revenues Fund	**47,036**
Golf Course Memorial Fund:	
Municipal Golf Course	**22,981**
COPS Grant Fund:	
Police	**363,721**
Cemetery Perpetual Care Fund:	
Cemetery	**64,285**
CIP - Sales Tax Fund:	
General Services	325,000
Community Development	193,987
Tech Services	10,000
Police	540,000
Storm Sewer	1,450,000
Street	2,895,000
Library	50,000
Park and Recreation	1,075,000
Municipal Golf Course	15,000
CWWTP	100,000
Transfers Out:	32,252
Total CIP - Sales Tax	**6,686,239**
CIP - Park & Recreation Fund:	
Park and Recreation	**150,000**
CIP - Wastewater Regulatory Fund:	
Wastewater Treatment Plant	1,950,000
Wastewater Maintenance	400,000
Total CIP - Wastewater Regulatory	**2,350,000**
CIP - City Hall:	
General Services	**50,000**
CIP - Storm Sewer Fund:	
Storm Sewer	**35,000**
2005 GO Bond Fund:	
Tech Services	**77,365**
2008A GO Bond Fund:	
Storm Sewer	**500,000**
2010 GO Bond Fund:	
Street	**2,475,000**
Capital Reserve Fund:	
Chickasaw Wastewater Treatment Plant	126,300
Wastewater Maintenance	343,200
Water Plant	252,875
Water Administration	76,000
Water Distribution	707,870
Sanitation	2,007,365
Total Capital Reserve Fund	**3,513,610**
Golf Course Fund:	
Municipal Golf Course	**15,000**
BMA - Water Fund:	
BMA - Water Construction	**4,025,000**
	$ 20,711,927

CITY OF BARTLESVILLE

2012-13 Operating Budget

All Funds Capital Expenditures Summary

(continued)

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

Fund	Dept	Title	Amount	Description
CIP - Sales Tax	General	Operation Yard Engineering and Design	$ 100,000	These funds will be used for engineering and design for the City's new operations center which will house Street, Garage, Building Maintenance, Sanitation, Water, and Wastwater.
CIP - Sales Tax	General	Operation Yard Land Acquisition	$ 175,000	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	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	$ 150,000	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	Storm Sewer	Hillcrest Heights Drainage-Phase 11	$ 150,000	Miscellaneous drainage improvements to the Hillcrest Heights area.
CIP - Sales Tax	Storm Sewer	Willow Hill Detention rehab	$ 500,000	Miscellaneous drainage improvements to the Willow Hill area.
CIP - Sales Tax	Storm Sewer	Wayside Drainage Phase II	$ 300,000	Miscellaneous drainage improvements to the Wayside area.
CIP - Sales Tax	Storm Sewer	Interurban Drainage Phase II	$ 500,000	Miscellaneous drainage improvements to the Interurban area.
CIP - Sales Tax	Street	Lights/Landscape Dewey 2nd-4th	$ 625,000	Install new street lights and replace landscaping on Dewey between 2nd and 4th in accordance with downtown masterplan.
CIP - Sales Tax	Street	Light and Landscaping Imprv on 2nd Street	$ 325,000	Install new street lights and replace landscaping on 2nd Street between Cherokee and Keeler in accordance with downtown masterplan.
CIP - Sales Tax	Street	Johnstone Ave. Rehab 14th-Adams	$ 270,000	Resurface Johnstone Ave between 14th Street and Adams.
CIP - Sales Tax	Street	Kane Hill Realignment	$ 975,000	Realignment of the intersection of Price and Hillcrest.
CIP - Sales Tax	Street	Bison Rd Rehab	$ 450,000	Local match with ODOT to widen Bison Rd between Adams and Tuxedo.

CITY OF BARTLESVILLE

2012-13 Operating Budget

All Funds Capital Expenditures Summary

(continued)

Fund	Dept	Title	Amount	Description
CIP - Sales Tax	Street	Fenway Ave. RehabTuxedo-Ohio	$ 130,000	
CIP - Sales Tax	Parks	MJ Lee Lake Improvements	$ 300,000	Improvements to MJ Lee Lake to be utilized to match a grant for the improvement of fishing conditions on the lake.
CIP - Sales Tax	Parks	Pathfinder Improvements	$ 125,000	Widening, extension, and overlay of pathfinder parkway.
CIP - Sales Tax	Parks	Pathfinder Parkway Trail Connection	$ 175,000	Extension and connection of pathfinder parkway trails between Washington and Frank Phillips.
CIP - Sales Tax	Wastewater Plant	Chickasaw Wastewater Treatment Plant Renovations	$ 100,000	This project will remediate mold in the existing facility and provide for renovation to help prevent a reoccurence of these prior problems.
2010 G.O. Bond Fund	Street	Silver Lake Road Extension	$ 2,200,000	Silver Lake Road will be extended from Frank Phillips north to Tuxedo Boulevard. This extension should further alleviate some traffic congestion on Highway 75 between these two cross streets.
2010 G.O. Bond Fund	Street	Silver Lake Road Extension	$ 2,200,000	Silver Lake Road will be extended from Frank Phillips north to Tuxedo Boulevard. This extension should further alleviate some traffic congestion on Highway 75 between these two cross streets.
Wastewater Regulatory Fund	CWWTP	Wastewater Treatment facilty design	$ 1,750,000	This project is for the engineering and design of wastewater treatment facility.
Capital Reserve Fund	Water Distr	Circle Mountain Water Line	$ 660,120	Repair and replacement of Circle Mountain Water Lines.
		Total	**$ 12,410,120**	

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

WASTEWATER - 5 YR CAPITAL PLAN & FUNDING SUMMARY

	Capital Plan Summaries			Funding Summaries		
Fiscal Year	Wastewater Plant	Wastewater Maint	Total	Tsf to Cap Res Fund	Expenses	Cash Balance
2013	$ 126,300	343,200	469,500	$ 520,000	469,500	50,500
2014	-	569,725	569,725	520,000	569,725	775
2015	-	252,000	252,000	451,000	252,000	199,775
2016	-	650,000	650,000	451,000	650,000	775
2017	-	250,000	250,000	450,000	250,000	200,775
Total	**$ 126,300**	**2,064,925**	**2,191,225**	**$ 2,392,000**	**2,191,225**	

CITY OF BARTLESVILLE

2012-13 Operating Budget

All Funds Capital Expenditures Summary

(continued)

WASTEWATER - WASTEWATER PLANT - 5 YR CAPITAL PLAN DETAIL

Fiscal Year	Fund/Dept	Item Description	Number of Items	Cost of Purchase
2013	509-710	Refrigerated Effluent Sampler	1	$ 4,900
2013	509-710	Channel Monster Grinder	3	$ 75,000
2013	509-710	Tuxedo Pump Station Valves	4	$ 20,400
2013	509-710	Zero Turn Mower	1	$ 7,700
2013	509-710	1/2 ton Pickup Truck	1	$ 18,300

Note: No further amounts are included for this dept, since all immediate future capital needs will be addressed along with the construction of the new plant.

WASTEWATER - WASTEWATER MAINT - 5 YR CAPITAL PLAN DETAIL

Fiscal Year	Fund/Dept	Item Description	Number of Items	Cost of Purchase
2013	509-715	Dump Truck, 8 yd	1	$ 63,400
2013	509-715	Harvard Sewer Line	1,600 ft.	$ 275,200
2013	509-715	Concrete Chain Saw	1	$ 4,600
2014	509-715	Rehabilitation of Sanitary Sewer Lines	4,000 ft.	$ 250,000
2014	509-715	Truck Mounted Hydro Sewer Cleaner	1	$ 319,725
2015	509-715	Maple Force Main Replacement	2,200 ft.	$ 185,000
2015	509-715	Mini Excavator	1	$ 67,000
2016	509-715	Turkey Creek 36" Sewer Line Rehab	1400 ft.	$ 650,000
2017	509-715	Rehabilitation of Sanitary Sewer Lines	4,000 ft.	$ 250,000

WATER - 5 YR CAPITAL PLAN & FUNDING SUMMARY

	Capital Plan Summaries				Funding Summaries		
Fiscal Year	Water Plant	Water Admin	Water Distribution	Total	Tsf to Cap Res Fund	Expenses	Cash Balance
2013	$ 252,875	76,000	707,870	1,036,745	$ 1,177,730	1,036,745	140,985
2014	70,532	-	121,000	191,532	1,177,730	191,532	1,127,183
2015	75,250	-	443,370	518,620	1,177,730	518,620	1,786,293
2016	15,778	-	88,750	104,528	1,177,730	104,528	2,859,495
2017	1,977,000	-	2,060,225	4,037,225	1,177,730	4,037,225	-
Total	**$ 2,391,435**	**76,000**	**3,421,215**	**5,888,650**	**$ 5,888,650**	**5,888,650**	

CITY OF BARTLESVILLE

2012-13 Operating Budget

All Funds Capital Expenditures Summary

(continued)

WATER - WATER PLANT - 5 YR CAPITAL PLAN DETAIL

Fiscal Year	Fund	Item Description	Number of Items	Cost of Purchase
2013	510-720	Tank Mixing System	5	$ 231,525
2013	510-720	72" ZTR Mower	1	$ 11,800
2013	510-720	Altitude Valve	1	$ 9,550
2014	510-720	Variable Frequency Drive	3	$ 25,812
2014	510-720	Variable Frequency Drive	1	$ 44,720
2015	510-720	Dump Truck, 8 Yard	1	$ 75,250
2016	510-720	Sand Pump	1	$ 15,778
2017	510-720	Mechanical Sludge Dewatering	1	$ 1,977,000

WATER - WATER ADMINISTRATION - 5 YR CAPITAL PLAN DETAIL

Fiscal Year	Fund	Item Description	Number of Items	Cost of Purchase
2013	510-725	Roof replacement for water utilities building	1	$ 76,000

WATER - WATER DISTRIBUTION - 5 YR CAPITAL PLAN DETAIL

Fiscal Year	Fund	Item Description	Number of Items	Cost of Purchase
2013	510-730	6" Water Line (Oak , 14th to 16th Street, In-House)	1,900 ft.	$ 38,350
2013	510-730	Portable Light Tower	1	$ 9,400
2013	510-730	Circle Mountain Water Line		$ 660,120
2014	510-730	12" Water Line (Highway 60 West, Contract)	2,200 ft.	$ 121,000
2015	510-730	Dump Truck	1	$ 66,570
2015	510-730	8" Water Line (Cherokee, Adams to 14th, Contract)	2,200 ft.	$ 205,800
2015	510-730	8" Water Line (18th Street, Keeler to Hillcrest, Contract)	1,900 ft.	$ 171,000
2016	510-730	Backhoe	1	$ 88,750
2017	510-730	6" Water Line (Osage, 14th to 18th Street, In-House)	2,400 ft.	$ 60,075
2017	510-730	20" Water Line (Frank Phillips, Commanche to Highway 75)	7,880 ft.	$ 1,907,000
2017	510-730	Backhoe	1	$ 93,150

CITY OF BARTLESVILLE

2012-13 Operating Budget
All Funds Capital Expenditures Summary
(continued)

SANITATION 5 YR CAPITAL PLAN

Fiscal Year	Capital Plan Summaries: Sanitation	Capital Plan Summaries: Total	Funding Summaries: Tsf to Cap Res Fund	Funding Summaries: Expenses	Funding Summaries: Cash Balance
2012	$ 2,007,365	2,007,365	$ 2,050,000	2,007,365	42,635
2013	450,000	450,000	410,000	450,000	2,635
2014	210,000	210,000	230,000	210,000	22,635
2015	150,000	150,000	230,000	150,000	102,635
2016	325,000	325,000	230,000	325,000	7,635
Total	**$ 3,142,365**	**3,142,365**	**$ 3,150,000**	**3,142,365**	

SANITATION 5 YR CAPITAL PLAN - DETAIL

Fiscal Year	Fund	Item Description	Number of Items	Cost of Purchase
2013	511-750	Automated Refuse Trucks	5	$ 1,125,000
2013	511-750	Poly Carts	16,043	$ 882,365
2014	511-750	Rear Load Refuse Truck	3	$ 450,000
2015	511-750	Roll Off Refuse Truck	1	$ 150,000
2015	511-750	One Ton Truck	2	$ 60,000
2016	511-750	Roll Off Refuse Truck	1	$ 150,000
2017	511-750	Half Ton Pickup	1	$ 25,000
2017	511-750	Rear Load Refuse Truck	2	$ 300,000

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 current year non-routine capital expenditures that fall into this latter category are explained in more detail below.

Polycart System

The fully automated polycart system that the City intends to implement over the next 3 to 5 years will involve a significant investment in additional capital assets. The City will need to purchase an additional 8,000 to 10,000 polycarts and approximately six new auto-loading packer trucks. These trucks will also represent higher maintenance and repair expenses due to the complexity of the armature device. These expenditures are expected to be offset by decreased labor costs, lower worker's compensation claims, and a decrease in the total number of packer trucks necessary to collect all of the City's solid waste. The City recently engaged a firm to evaluate our sanitation rate structure and assist in scaling the size of our operations. The result was a series of recommendations that were either implemented in fiscal year 2010-11 or will be implemented during the course of fiscal year 2011-12 involving increasing commercial sanitation rates, restructuring residential rates to fit the new multi-sized cart system, and beginning the purchase of the equipment necessary to complete the transition.

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

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

Automated Meter Intelligence (AMI) System

The automated meter intelligence system that the City will implement in the next 24 months will involve a significant investment in capital and technology including the replacement of all of approximately 15,250 water meters, the installation of either a "mesh" or "fixed base" data collection system, and the installation of the software systems that will control the system, manage the data, interface with the existing billing system, and provide a customer interface.

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

AMI ANNUAL SAVINGS (COSTS)

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

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

GENERAL OBLIGATION BONDS

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

2001 Combined Purpose Bonds - $3,000,000

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

2002 Combined Purpose Bonds - $3,500,000

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

2005 Combined Purpose Bonds - $4,500,000

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

2007 Combined Purpose Bonds - $4,500,000

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

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

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

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

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

2009 Combined Purpose Bonds - $3,000,000

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

2010 Combined Purpose Bonds - $5,000,000

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

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

General Obligation Bonds
Debt Service Requirements

Fiscal Year	Principal	Interest	Total
2013	2,700,000	424,630	3,124,630
2014	2,700,000	353,073	3,053,073
2015	2,700,000	277,530	2,977,530
2016	2,200,000	200,903	2,400,903
2017	2,200,000	141,828	2,341,828
2018	1,740,000	78,983	1,818,983
2019	1,310,000	29,311	1,339,311
2020	36,000	5,850	41,850
Grand Total	**15,586,000**	**1,512,108**	**17,098,108**

REVENUE BONDS

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

Drinking Water SRF Series 2002A - $743,591

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

Drinking Water SRF Series 2004A - $726,006

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

Clean Water SRF Series 2004C - $552,498

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

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

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

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

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

Drinking Water SRF Series 2009 - $5,330,688

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

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

2012-13 Operating Budget
Debt Service Calculations and Information
(continued)

BMA Revenue Bonds
Debt Service Requirements

Fiscal Year	Principal	Interest	Total
2013	1,566,898	1,664,445	3,231,343
2014	1,623,760	1,607,683	3,231,443
2015	1,680,852	1,548,748	3,229,600
2016	1,277,783	1,491,450	2,769,233
2017	1,425,744	1,441,532	2,867,276
2018	1,473,573	1,390,183	2,863,756
2019	1,531,664	1,336,910	2,868,574
2020	1,584,715	1,281,820	2,866,535
2021	1,643,658	1,223,980	2,867,638
2022	1,702,589	1,164,198	2,866,787
2023	1,738,687	1,102,208	2,840,895
2024	1,773,016	1,037,917	2,810,933
2025	1,794,154	971,408	2,765,562
2026	1,859,343	902,471	2,761,814
2027	1,939,874	830,944	2,770,818
2028	1,972,682	775,531	2,748,213
2029	2,077,003	679,394	2,756,397
2030	2,163,628	599,344	2,762,972
2031	2,058,788	516,070	2,574,858
2032	1,950,000	438,995	2,388,995
2033	2,025,000	362,066	2,387,066
2034	2,105,000	282,107	2,387,107
2035	2,185,000	199,019	2,384,019
2036	2,275,000	112,706	2,387,706
2037	1,170,000	22,874	1,192,874
Grand Total	**44,598,407**	**22,984,003**	**67,582,414**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Current and Prior Years' Revenue Summary by Fund Type

FUND & SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 APPROVED*
GENERAL FUND				
General Fund:				
Sales Tax	$ 11,368,644	$ 11,457,587	$ 11,880,555	$ 12,118,166
Hotel-Motel Tax	223,326	212,700	288,178	293,900
Franchise Tax	1,636,219	1,575,700	1,556,024	1,546,200
Licenses & Permits	239,218	226,100	253,924	249,400
Intergovernmental	678,551	642,029	764,936	646,451
Charges for Services	454,062	400,000	457,264	444,000
Fines and Forfeits	761,973	757,500	937,821	758,600
Interest and Investment Income	88,563	81,100	62,663	46,900
Donations and Miscellaneous	174,702	56,600	77,167	62,700
Transfers In	2,488,660	2,481,657	2,481,837	2,512,085
Total General Fund	**$ 18,113,918**	**$ 17,890,973**	**$ 18,760,369**	**$ 18,678,402**
SPECIAL REVENUE FUNDS				
Economic Development Fund:				
Sales Tax	$ 1,263,200	$ 1,272,714	$ 1,320,057	$ 1,346,459
Hotel-Motel Tax	148,884	142,500	192,119	195,900
Cigarette Tax	18,250	-	-	-
Interest and Investment Income	30,004	28,500	20,928	15,600
Donations and Miscellaneous	209,619	-	17,750	-
Total Economic Development	$ 1,669,957	$ 1,443,714	$ 1,550,854	$ 1,557,959
E-911 Fund:				
E-911 Service Tax	$ 195,067	$ 193,200	$ 186,087	$ 183,200
E-911 Wireless Fee	248,756	247,400	261,684	265,600
Charges for Services	2,400	2,400	2,400	2,400
Interest and Investment Income	226	100	664	400
Transfers In	212,908	319,519	319,519	343,119
Total E-911	$ 659,357	$ 762,619	$ 770,354	$ 794,719

CITY OF BARTLESVILLE

2012-13 Operating Budget

Current and Prior Years' Revenue Summary by Fund Type

(continued)

FUND & SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 APPROVED*
Special Library Fund:				
Intergovernmental	$ 35,299	$ 27,500	$ 41,020	$ 30,000
Interest and Investment Income	4,206	3,510	2,611	1,900
Donations and Miscellaneous	28,289	31,000	47,880	29,000
Transfers In	51,463	40,000	57,968	50,000
Total Special Library	$ 119,257	$ 102,010	$ 149,479	$ 110,900
Special Museum Fund:				
Interest and Investment Income	$ 653	$ 500	$ 506	$ 300
Donations and Miscellaneous	12,172	-	10,252	-
Transfers In	42,516	40,000	40,443	40,000
Total Special Museum	$ 55,341	$ 40,500	$ 51,201	$ 40,300
Municipal Airport Fund:				
Intergovernmental	$ -	$ -	$ 169,676	$ -
Interest and Investment Income	26,064	17,475	13,833	10,300
Total Municipal Airport	$ 26,064	$ 17,475	$ 183,509	$ 10,300
Restricted Revenue Fund:				
Donations and Miscellaneous	$ 55,001	$ -	$ 35,588	$ -
Total Restricted Donations	$ 55,001	$ -	$ 35,588	$ -
Golf Course Memorial Fund:				
Charges for Services	$ 109	$ 20,000	$ 15,069	$ 15,000
Interest and Investment Income	154	-	802	600
Donations and Miscellaneous	52,653	100,000	86,110	-
Total Golf Course Memorial	$ 52,916	$ 120,000	$ 101,981	$ 15,600
JAG Fund:				
Intergovernmental	$ 18,939	$ -	$ 22,912	$ 11,621
Interest and Investment Income	556	500	264	100
Donations and Miscellaneous	9,000	-	-	-
Total JAG	$ 28,495	$ 500	$ 23,176	$ 11,721
COPS Grant Fund:				
Intergovernmental	$ -	$ 800,000	$ 286,411	$ 513,589
Neighborhood Park Fund:				
Interest and Investment Income	$ 1,415	$ 910	$ 346	$ -
Donations and Miscellaneous	2,175	-	5,900	-
Total Neighborhood Park	$ 3,590	$ 910	$ 6,246	$ -

CITY OF BARTLESVILLE

2012-13 Operating Budget

Current and Prior Years' Revenue Summary by Fund Type

(continued)

FUND & SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 APPROVED*
Cemetery Perpetual Care Fund:				
Charges for Services	$ 1,709	$ 1,100	$ 2,260	$ 2,200
Interest and Investment Income	1,549	1,260	933	600
Donations and Miscellaneous	1,934	-	3,090	-
Total Cemetery Perpetual Care	$ 5,192	$ 2,360	$ 6,283	$ 2,800
Memorial Stadium Fund:				
Interest and Investment Income	$ 998	$ 700	$ 507	$ 200
Donations and Miscellaneous	22,089	8,100	9,291	9,200
Transfers In	-	7,127	7,127	43,552
Total Memorial Stadium	$ 23,087	$ 15,927	$ 16,925	$ 52,952
Total Special Revenue Funds	**$ 2,698,257**	**$ 3,306,015**	**$ 3,182,007**	**$ 3,110,840**
DEBT SERVICE FUND				
Debt Service Fund:				
Ad Valorem - Current Year	$ 3,076,299	$ 3,339,459	$ 3,216,904	$ 3,270,444
Ad Valorem - Prior Year	77,311	80,834	89,329	90,829
Transfers In	-	-	-	-
Total Debt Service Fund	**$ 3,153,610**	**$ 3,420,293**	**$ 3,306,233**	**$ 3,361,273**
CAPITAL PROJECTS FUNDS				
CIP - Sales Tax Fund:				
Sales Tax	$ 2,526,349	$ 2,545,399	$ 2,640,126	$ 2,692,929
Intergovernmental	109,535	189,308	195,122	-
Interest and Investment Income	66,071	61,500	40,399	30,200
Donations and Miscellaneous	2,606	290,927	156,214	-
Transfer In From BMA General	153,164	-	-	-
Total CIP - Sales Tax	$ 2,857,725	$ 3,087,134	$ 3,031,861	$ 2,723,129

CITY OF BARTLESVILLE

2012-13 Operating Budget

Current and Prior Years' Revenue Summary by Fund Type

(continued)

FUND & SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 APPROVED*
CIP - Park & Recreation Fund:				
Interest and Investment Income	$ 3,527	$ 2,970	$ 1,583	$ -
CIP - Wastewater Fund:				
Charges for Services	$ 81,000	$ -	$ 67,135	$ -
Interest and Investment Income	2,561	1,500	2,083	-
Total CIP - Wastewater	$ 83,561	$ 1,500	$ 69,218	$ -
CIP - Wastewater Regulatory Fund:				
Charges for Services	$ 1,106,919	$ 1,250,000	$ 1,396,664	$ 1,107,000
Interest and Investment Income	26,895	19,890	21,289	-
Transfer in from BMA - Water	-	500,000	500,000	-
Total CIP - Wastewater	$ 1,133,814	$ 1,769,890	$ 1,917,953	$ 1,107,000
CIP - City Hall Fund:				
Charges for Services	$ -	$ -	$ 136	$ -
Interest and Investment Income	-	65,406	65,406	112,128
Total CIP - City Hall	$ -	$ 65,406	$ 65,542	$ 112,128
CIP - Storm Sewer Fund:				
Charges for Services	$ 192	$ -	$ 2,811	$ -
Interest and Investment Income	547	360	356	-
Total CIP - Storm Sewer	$ 739	$ 360	$ 3,167	$ -
CDBG Fund:				
Intergovernmental	$ 160,421	$ 158,726	$ 79,402	$ -
2005 G.O. Bond Fund:				
Interest and Investment Income	$ 6,001	$ 3,480	$ 1,328	$ -
2007 G.O. Bond Fund:				
Interest and Investment Income	$ 17,912	$ 13,275	$ 1,342	$ -

CITY OF BARTLESVILLE

2012-13 Operating Budget

Current and Prior Years' Revenue Summary by Fund Type

(continued)

FUND & SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 APPROVED*
2008A G.O. Bond Fund:				
Interest and Investment Income	$ 33,155	$ 22,650	$ 6,179	$ -
Donations and Miscellaneous	3,000	-	-	-
Total 2008A G.O. Bond Fund	$ 36,155	$ 22,650	$ 6,179	$ -
2008B G.O. Bond Fund:				
Interest and Investment Income	$ 236	$ -	$ 139	$ -
2009 G.O. Bond Fund:				
Interest and Investment Income	$ 39,608	$ 3,870	$ 7,370	$ -
2010 G.O. Bond Fund:				
Interest and Investment Income	$ 32,421	$ 16,950	$ 34,510	$ -
Proceeds from Issuance of Debt	5,000,000	-	-	-
Total 2010 G.O. Bond Fund	$ 5,032,421	$ 16,950	$ 34,510	$ -
Total Capital Project Funds	**$ 9,372,120**	**$ 5,146,211**	**$ 5,219,594**	**$ 3,942,257**
ENTERPRISE FUNDS				
Wastewater Operating Fund:				
Interest and Investment Income	$ 915	$ 525	$ 1,189	$ -
Donations and Miscellaneous	78,364	-	-	-
Transfers In	3,373,979	4,313,930	3,996,684	4,401,956
Total Wastewater Operating	$ 3,453,258	$ 4,314,455	$ 3,997,873	$ 4,401,956
Water Operating Fund:				
Interest and Investment Income	$ 90	$ -	$ 2,035	$ -
Donations and Miscellaneous	46,885	41,500	56,068	43,900
Transfers In	5,428,255	6,400,925	5,896,521	7,068,577
Total Water Operating	$ 5,475,230	$ 6,442,425	$ 5,954,624	$ 7,112,477
Sanitation Operating Fund:				
Charges for Services	$ 3,981,086	$ 4,164,264	$ 4,432,726	$ 4,432,726
Interest and Investment Income	27,168	23,130	17,580	13,100
Donations and Miscellaneous	892	15,704	6,161	-
Total Sanitation Operating	$ 4,009,146	$ 4,203,098	$ 4,456,467	$ 4,445,826

CITY OF BARTLESVILLE

2012-13 Operating Budget

Current and Prior Years' Revenue Summary by Fund Type

(continued)

FUND & SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 APPROVED*
Golf Course Operating Fund:				
Charges for Services	$ 366,471	$ 361,600	$ 350,079	$ 354,300
Interest and Investment Income	2,693	1,710	536	400
Donations and Miscellaneous	-	-	597	-
Transfers In	113,110	54,296	54,296	75,123
Total Golf Course Operating	$ 482,274	$ 417,606	$ 405,508	$ 429,823
Sooner Pool Fund:				
Charges for Services	$ 25,536	$ 23,100	$ 31,165	$ 29,607
Interest and Investment Income	95	-	463	300
Donations and Miscellaneous	63,872	-	-	-
Transfers In	-	26,000	26,000	37,313
Total Sooner Pool	$ 89,503	$ 49,100	$ 57,628	$ 67,220
Frontier Pool Fund:				
Charges for Services	$ 44,170	$ 69,000	$ 68,400	$ 64,980
Interest and Investment Income	79	-	450	300
Donations and Miscellaneous	500	-	520	-
Transfers In	34,000	68,000	68,000	24,744
Total Frontier Pool	$ 78,749	$ 137,000	$ 137,370	$ 90,024
Total Enterprise Funds	**$ 13,588,160**	**$ 15,563,684**	**$ 15,009,470**	**$ 16,547,326**
INTERNAL SERVICE FUNDS				
Worker's Compensation Fund:				
Interest and Investment Income	$ -	$ -	$ 1,181	$ -
Donations and Miscellaneous	8,310	-	11,065	-
Contribution from Operate Dept.	462,144	516,494	516,494	79,771
Total Worker's Compensation	$ 470,454	$ 516,494	$ 528,740	$ 79,771
Health Insurance Fund:				
Employee Contributions	$ 358,209	$ 350,000	$ 286,381	$ 290,000
Retiree Contributions	169,914	185,000	161,308	150,000
Interest and Investment Income	5,198	2,000	4,036	2,000
Reimbursement of Operations	1,894,213	1,858,769	1,858,769	1,550,134
Reimbursement by Contract	49,868	30,000	195	-
Total Health Insurance	$ 2,477,402	$ 2,425,769	$ 2,310,689	$ 1,992,134
Auto Collision Fund:				
Transfers In	$ -	$ 300,000	$ 300,000	$ -

CITY OF BARTLESVILLE

2012-13 Operating Budget

Current and Prior Years' Revenue Summary by Fund Type

(continued)

FUND & SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 APPROVED*
Stabilization Reserve Fund:				
Transfers In	$ -	$ 1,185,717	$ 1,185,717	$ 1,312,733
Capital Reserve Fund:				
Transfers In	$ -	$ -	$ -	$ 3,747,730
Total Internal Service Funds	**$ 2,947,856**	**$ 4,427,980**	**$ 4,325,146**	**$ 7,132,368**
FIDUCIARY FUNDS				
Mausoleum Trust Fund:				
Interest and Investment Income	$ 184	$ 90	$ 65	$ -
BARTLESVILLE MUNICIPAL AUTHORITY				
BMA - Wastewater Fund:				
Charges for Services	$ 3,743,554	$ 3,655,494	$ 3,762,620	$ 3,950,752
Interest and Investment Income	4,305	4,100	3,033	2,200
Donations and Miscellaneous	2,719	1,300	95,554	-
Total BMA - Wastewater	$ 3,750,578	$ 3,660,894	$ 3,861,207	$ 3,952,952
BMA - Water Fund:				
Charges for Services	$ 8,267,297	$ 8,145,435	$ 8,823,512	$ 8,200,000
Interest and Investment Income	140,258	102,300	81,022	60,700
Donations and Miscellaneous	1,138	1,000	-	-
Debt Obligation Proceeds	2,300,243	-	-	4,500,000
Transfers In	-	-	-	403,282
Total BMA - Water	$ 10,708,936	$ 8,248,735	$ 8,904,534	$ 13,163,982
BMA - General Fund:				
Interest and Investment Income	$ 314	$ -	$ 247	$ 100
Transfers In	51,346	51,348	51,348	50,683
Total BMA - Street	$ 51,660	$ 51,348	$ 51,595	$ 50,783
Total BMA Funds	**$ 14,511,174**	**$ 11,960,977**	**$ 12,817,336**	**$ 17,167,717**
TOTAL REVENUE ALL FUNDS	**$ 64,385,279**	**$ 61,716,223**	**$ 62,620,220**	**$ 69,940,183**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Current and Prior Years' Expenditure Summary by Fund Type

FUND & DEPARTMENT	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 APPROVED*
GENERAL FUND				
General Fund:				
City Council	$ 30,823	$ 24,611	$ 11,631	$ 27,761
Administration	432,501	548,833	549,245	620,962
Accounting and Finance	1,246,540	1,430,947	1,357,679	1,386,513
Legal	149,401	151,650	158,124	160,179
Building & Neighborhood Service	566,370	584,752	571,885	558,150
Building Maintenance	473,488	519,692	512,707	510,288
General Services	823,998	924,172	956,839	1,107,290
Cemetery	53,578	61,473	60,972	62,323
Community Development	337,234	353,260	349,230	348,036
Technical Services	50,900	47,250	47,552	158,750
Engineering	448,763	533,178	449,755	552,828
Fleet Maintenance	405,869	382,263	382,263	342,020
Fire	4,585,071	5,143,992	4,940,001	4,947,214
Police	4,456,846	4,694,031	4,717,888	4,594,870
Street	1,101,042	1,196,389	1,155,939	1,148,986
Library	1,042,930	1,188,296	1,181,865	1,190,278
History Museum	156,688	174,960	171,287	169,769
Park and Recreation	773,941	733,271	728,949	773,184
Swimming Pools	85,894	-	-	-
Transfers Out	360,018	1,149,981	1,149,981	1,342,179
Reserves	-	705,419	-	755,833
Total General Fund	**$ 17,581,895**	**$ 20,548,420**	**$ 19,453,792**	**$ 20,757,413**
SPECIAL REVENUE FUNDS				
Economic Development Fund:				
Economic Development	$ 1,116,489	$ 3,691,184	$ 895,000	$ 4,327,503
E-911 Fund:				
Emergency Dispatch	$ 642,742	$ 748,679	$ 720,400	$866,456
Reserves	-	13,940	-	16,665
Total E-911 Fund	$ 642,742	$ 762,619	$ 720,400	$ 883,121
Special Library Fund:				
Library	$ 153,411	$ 133,250	$ 133,250	$ 121,705
Reserves	-	723	-	-
	$ 153,411	$ 133,973	$ 133,250	$ 121,705

CITY OF BARTLESVILLE

2012-13 Operating Budget

Current and Prior Years' Expenditure Summary by Fund Type

(continued)

FUND & DEPARTMENT	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 APPROVED*
Special Museum Fund:				
Museum	$ 19,696	$ 40,443	$ 42,043	$ 44,751
Municipal Airport Fund:				
Airport	$ 698,801	$ 1,797,051	$ 1,180,842	$ 336,690
Restricted Revenue Fund:				
General Services	$ 1,940	$ 3,399	$ 2,878	$ 630
Community Development	-	189	-	1,996
Fire	58,392	3,775	650	2,965
Police	113,873	48,565	43,735	36,229
Park and Recreation	2,324	51,109	15,161	45,168
Swimming Pools	(4,889)	4,151	-	6,042
Stadium	-	3,080	-	4,075
Transfers Out	-	-	-	-
Total Restricted Donations	$ 171,640	$ 114,268	$ 62,424	$ 97,105
Golf Course Memorial Fund:				
Municipal Golf Course	$ 17,104	$ 120,000	$ 130,000	$ 22,981
Transfers Out	6,322	-	-	-
Total Golf Course Memorial	$ 23,426	$ 120,000	$ 130,000	$ 22,981
JAG Fund:				
Police	$ 41,643	$ 24,444	$ 6,554	$ 18,497
COPS Grant Fund:				
Police	$ 60,053	$ 800,000	$ 214,203	$ 525,744
Neighborhood Park Fund:				
Park and Recreation	$ -	$ 59,472	$ -	$ -
Transfer Out	51,346	51,348	51,348	18,431
Total Neighborhood Park	$ 51,346	$ 110,820	$ 51,348	$ 18,431
Cemetery Perpetual Care Fund:				
Cemetery	$ 1,000	$ 87,990	$ 35,000	$ 74,285
Stadium Operating Fund:				
Doenges Memorial Stadium	$ 38,928	$ 71,079	$ 65,001	$72,950
Reserves	-	-	-	-
Total Stadium Operating	$ 38,928	$ 71,079	$ 65,001	$ 72,950
Total Special Revenue Funds	**$ 3,019,175**	**$ 7,753,871**	**$ 3,536,065**	**$ 6,543,763**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Current and Prior Years' Expenditure Summary by Fund Type

(continued)

FUND & DEPARTMENT	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 APPROVED*
DEBT SERVICE FUND				
Debt Service Fund:				
Judgments	$ 7,994	$ 129,875	$ 100,000	$ 200,000
2001 Combined Purpose Bonds	349,725	366,810	366,810	-
2002 Combined Purpose Bonds	419,530	438,360	438,360	-
2005 Combined Purpose Bonds	590,150	573,400	573,400	555,900
2007 Combined Purpose Bonds	622,500	605,500	605,500	588,250
2008A Combined Purpose Bonds	550,390	538,510	538,510	526,190
2008B Combined Purpose Bonds	284,305	275,065	275,065	269,015
2009 Combined Purpose Bonds	134,249	411,748	411,498	398,462
2010 Combined Purpose Bonds	125	121,813	121,563	788,463
Total Debt Service Fund	**$ 2,958,968**	**$ 3,461,081**	**$ 3,430,706**	**$ 3,326,280**
CAPITAL PROJECTS FUNDS				
CIP - Sales Tax Fund:				
Building Maintenance	$ 53,726	$ -	$ -	$ -
General Services	232,531	596,523	508,999	325,000
Community Development	70,394	193,987	-	193,987
Tech Services	30,342	8,000	450	10,000
Engineering	-	49,500	49,624	-
Police	196,449	496,635	84,060	540,000
Emergency Dispatch	92,156	146,615	146,612	-
Storm Sewer	155,680	635,000	19,985	1,450,000
Street	394,399	2,668,500	783,312	2,895,000
Library	11,962	-	-	50,000
Park and Recreation	107,697	2,406,108	1,801,413	1,075,000
Municipal Golf Course	(1,400)	-	-	15,000
CWWTP	-	100,000	-	100,000
Water Plant	78	-	-	-
Transfers Out:	-	-	-	32,252
Unallocated	-	146,723	-	400,496
Total CIP - Sales Tax	$ 1,344,014	$ 7,447,591	$ 3,394,455	$ 7,086,735
CIP - Park & Recreation Fund:				
Park & Recreation	$ 583	$ 195,555	$ 53,887	$ 150,000
Unallocated	-	40,000	-	26,895
Total CIP - Park & Recreation	$ 583	$ 235,555	$ 53,887	$ 176,895
CIP - Wastewater Fund:				
Wastewater Maintenance	$ 9,050	$ 150,000	$ 150,000	$ -
Unallocated	-	9,736	-	83,607
Total CIP - Wastewater	$ 9,050	$ 159,736	$ 150,000	$ 83,607

CITY OF BARTLESVILLE

2012-13 Operating Budget

Current and Prior Years' Expenditure Summary by Fund Type

(continued)

FUND & DEPARTMENT	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 APPROVED*
CIP - Wastewater Regulatory Fund:				
CWWTP	$ 336,300	$ 1,852,000	$ 100,300	$ 1,950,000
Wastewater Maintenance	809,542	625,000	562,397	400,000
Transfers Out	-	-	-	255,242
Unallocated	-	77,459	-	938,559
Total CIP - Wastewater Regulatory	$ 1,145,842	$ 2,554,459	$ 662,697	$ 3,543,801
CIP - City Hall Fund:				
General Services	$ -	$ 65,406	$ -	$ 50,000
Unallocated	-	-	-	127,670
Total CIP - City Hall	$ -	$ 65,406	$ -	$ 177,670
CIP - Storm Sewer Fund:				
Storm Sewer	$ -	$ 35,000	$ -	$ 35,000
Unallocated	-	1,377	-	4,265
Total CIP - Storm Sewer	$ -	$ 36,377	$ -	$ 39,265
CDBG Fund:				
Community Development	$ -	$ -	$ -	$ -
Street	-	158,776	79,402	-
Total CDBG	$ -	$ 158,776	$ 79,402	$ -
2005 G.O Bond Fund				
General Services	$ 214	$ 283,797	$ 283,797	$ -
Tech Services	4,255	96,379	15,652	77,365
Park and Recreation	-	-	-	-
Swimming Pools	-	-	-	-
Water Plant	-	-	-	-
Total 2005 G.O. Bond	$ 4,469	$ 380,176	$ 299,449	$ 77,365
2007 G.O Bond Fund				
Street	1,072,530	218,706	160,460	-
Unallocated	-	-	-	-
Total 2007 G.O. Bond	$ 1,072,530	$ 218,706	$ 160,460	$ -
2008A G.O Bond Fund				
Storm Sewer	$ (19,065)	$ 75,000	$ 9,127	$ 500,000
Street	1,117,233	15,000	(43,189)	-
Unallocated	-	660,714	-	304,364
Total 2008A G.O. Bond	$ 1,098,168	$ 750,714	$ (34,062)	$ 804,364

CITY OF BARTLESVILLE

2012-13 Operating Budget

Current and Prior Years' Expenditure Summary by Fund Type

(continued)

FUND & DEPARTMENT	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 APPROVED*
2008B G.O Bond Fund				
Parks & Recreation	$ 4,156	$ -	$ -	$ -
Unallocated	-	-	-	15,247
Total 2008B G.O. Bond	$ 4,156	$ -	$ -	$ 15,247
2009 G.O Bond Fund				
Street	$ 427,767	$ 2,576,497	$ 2,305,636	$ -
Unallocated	-	11,119	-	-
Total 2009 G.O. Bond	$ 427,767	$ 2,587,616	$ 2,305,636	$ -
2010 G.O Bond Fund				
General Services	$ 62,622	$ -	$ -	$ -
Street	886,267	3,998,000	1,634,790	2,475,000
Unallocated	-	1,181	-	8,251
Total 2010 G.O. Bond	$ 948,889	$ 3,999,181	$ 1,634,790	$ 2,483,251
Total Capital Projects Funds	**$ 6,055,468**	**$ 18,594,293**	**$ 8,706,714**	**$ 14,488,200**
ENTERPRISE FUNDS				
Wastewater Operating Fund:				
Wastewater Treatment Plant	$ 1,965,231	$ 2,320,299	$ 2,301,883	$2,113,517
Wastewater Maintenance	672,261	1,359,273	1,070,482	798,607
Transfers Out	738,082	809,755	809,755	1,487,209
Reserves	-	72,414	-	75,037
Total Wastewater Operating	$ 3,375,574	$ 4,561,741	$ 4,182,120	$ 4,474,370
Water Operating Fund:				
Water Plant	$ 2,339,119	$ 2,767,114	$ 2,772,504	$ 2,764,816
Water Administration	214,031	270,154	233,924	370,009
Water Distribution	1,476,078	2,252,109	1,604,926	1,454,866
Transfers Out	997,347	1,418,335	1,418,335	2,509,703
Reserves	-	153,508	-	166,591
Total Water Operating	$ 5,026,575	$ 6,861,220	$ 6,029,689	$ 7,265,985
Sanitation Operating Fund:				
Sanitation	$ 3,051,814	$ 4,483,988	$ 3,044,346	$ 3,051,427
Transfers Out	711,042	1,061,745	1,061,745	2,902,848
Reserves	-	138,780	-	133,495
Total Sanitation Operating	$ 3,762,856	$ 5,684,513	$ 4,106,091	$ 6,087,770
Municipal Golf Course Fund:				
Golf Course	$ 465,603	$ 450,909	$ 442,771	$467,687
Reserves	-	17,411	-	14,102
Total Municipal Golf Course	$ 465,603	$ 468,320	$ 442,771	$ 481,789

CITY OF BARTLESVILLE

2012-13 Operating Budget

Current and Prior Years' Expenditure Summary by Fund Type

(continued)

FUND & DEPARTMENT	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 APPROVED*
Sooner Pool Fund:				
Sooner Pool	$ 37,824	$ 79,707	$ 79,728	$ 95,932
Frontier Pool Fund:				
Frontier Pool	$ 37,169	$ 135,188	$ 137,239	$ 131,736
Total Enterprise Funds	**$ 12,705,601**	**$ 17,790,689**	**$ 14,977,638**	**$ 18,537,582**
INTERNAL SERVICE FUNDS				
Workers' Compensation Fund:				
Work Comp Claims	$ 415,050	$ 500,000	$ 192,000	$ 400,000
Administration	20,100	25,000	21,000	25,000
Total Workers' Compensation	$ 435,150	$ 525,000	$ 213,000	$ 425,000
Health Insurance Fund:				
Medical Claims	$ 1,942,378	$ 2,300,000	$ 1,697,876	$ 2,200,000
Administration Fees	364,143	470,000	355,184	365,000
Total Health Insurance	$ 2,306,521	$ 2,770,000	$ 2,053,060	$ 2,565,000
Auto Collision Fund:				
Auto Collision Claims	$ -	$ 300,000	$ -	$ 300,000
Total Auto Collision	$ -	$ 300,000	$ -	$ 300,000
Stabilization Reserve Fund:				
General Fund Reserve	$ -	$ 575,039	$ -	$ 1,393,367
Wastewater Fund Reserve	-	139,509	-	255,994
Water Fund Reserve	-	279,042	-	506,798
Sanitation Fund Reserve	-	192,127	-	342,291
Total Stabilization Reserve	$ -	$ 1,185,717	$ -	$ 2,498,450
Capital Reserve Fund:				
Wastewater	$ -	$ -	$ -	$ 469,500
Water	-	-	-	1,036,745
Sanitation	-	-	-	2,007,365
Total Capital Reserve	$ -	$ -	$ -	$ 3,513,610
Total Internal Service Funds	**$ 2,741,671**	**$ 4,780,717**	**$ 2,266,060**	**$ 9,302,060**
FIDUCIARY FUNDS				
Mausoleum Trust Fund:				
Mausoleum	**$ -**	**$ 13,331**	**$ 3,100**	**$ 10,234**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Current and Prior Years' Expenditure Summary by Fund Type

(continued)

FUND & DEPARTMENT	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 APPROVED*
BARTLESVILLE MUNICIPAL AUTHORITY				
BMA - Wastewater Fund:				
BMA Wastewater Operating	$ 29,513	$ 33,000	$ 29,386	$ 33,000
Transfers Out	3,373,979	4,023,930	3,706,684	4,401,956
Total BMA - Wastewater	$ 3,403,492	$ 4,056,930	$ 3,736,070	$ 4,434,956
BMA - Water Fund:				
BMA - Water Operating	$ 3,079,577	$ 3,255,000	$ 3,207,489	$ 3,305,000
BMA - Water Construction	(249,395)	-	-	4,025,000
Transfers Out	5,428,255	7,190,925	6,686,521	7,068,577
Total BMA - Water	$ 8,258,437	$ 10,445,925	$ 9,894,010	$ 14,398,577
BMA - Street Fund:				
BMA Street Operating	$ 51,346	$ 51,348	$ 51,346	$ 51,346
Transfers Out	135,252	-	-	-
Total BMA - Street	$ 186,598	$ 51,348	$ 51,346	$ 51,346
Total BMA Funds	**$ 11,848,527**	**$ 14,554,203**	**$ 13,681,426**	**$ 18,884,879**
TOTAL EXPENSES ALL FUNDS	**$ 56,911,305**	**$ 87,496,605**	**$ 66,055,501**	**$ 91,850,411**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Estimated Change in Fund Equity – All Funds

The City uses the term "fund balance" to represent the net beginning balance of resources and obligations available to be budgeted. The resources and obligations that the fund balance represents differ in each fund, but all of them are derived from the City's budgetary basis of accounting. Using the definition of the City's budget basis of accounting that was supplied earlier, fund balance could be comprised of cash, investments, inventory, trade accounts receivable, and accounts payable. An example of the General Fund's fund balance as of July 1, 2010 is provided below.

General Fund
Budgetary Fund Balance Calculation
As of July 1, 2011

Account Title	Balance
Cash and Investments	3,019,420
Petty Cash	2,775
Inventory	49,009
Accounts Receivable	37,340
Total Assets	3,108,544
Cleet Payable	(8,383)
Other Payables	(5,470)
Deferred Revenue	(10,451)
Deposit Payable	(1,866)
Reserved for Encumbrances	(309,940)
Total Liabilities	(336,110)
Total Budgetary Fund Balance	**2,772,434**

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 2012-13 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

2012-13 Operating Budget

Estimated Change in Fund Equity – All Funds

(continued)

FUND	*FUND BALANCE JULY 1, 2012*	*ADDITIONS*	*REDUCTIONS*	*FUND BALANCE JUNE 30, 2013*
GENERAL FUND				
General	$ 2,079,011	$ 18,678,402	$ 20,001,580	$ 755,833
SPECIAL REVENUE FUNDS				
Economic Development	$ 2,769,544	$ 1,557,959	$ 4,327,503	$ -
E-911	88,402	794,719	866,456	16,665
Special Library	287,359	110,900	121,705	276,554
Special Museum	63,721	40,300	44,751	59,270
Municipal Airport	326,390	10,300	336,690	-
Restricted Revenue	97,105	-	97,105	-
Golf Course Memorial	7,381	15,600	22,981	-
JAG	6,776	11,721	18,497	-
COPS Grant Fund	12,155	513,589	525,744	-
Neighborhood Park	18,431	-	18,431	-
Cemetery Perpetual Care	71,485	2,800	74,285	-
Stadium Operating	19,998	52,952	72,950	-
Special Revenue Funds	$ 3,768,747	$ 3,110,840	$ 6,527,098	$ 352,489
DEBT SERVICE FUND				
Debt Service	$ 2,243,593	$ 3,361,273	$ 3,326,280	$ 2,278,586
CAPITAL PROJECTS FUNDS				
CIP - Sales Tax	$ 4,363,606	$ 2,723,129	$ 7,086,735	$ -
CIP - Park & Recreation	176,895	-	176,895	-
CIP - Wastewater	83,607	-	83,607	-
CIP - Wastewater Reg	2,436,801	1,107,000	3,543,801	-
CIP - City Hall	65,542	112,128	177,670	-
CIP - Storm Sewer	39,265	-	39,265	-
2005 GO Bond	77,365	-	77,365	-
2008A GO Bond	804,364	-	804,364	-
2008B GO Bond	15,247	-	15,247	-
2010 GO Bond	2,483,251	-	2,483,251	-
Capital Projects Funds	$ 10,545,943	$ 3,942,257	$ 14,488,200	$ -
ENTERPRISE FUNDS				
Wastewater Operating	$ 72,414	$ 4,401,956	$ 4,399,333	$ 75,037
Water Operating	153,508	7,112,477	7,099,394	166,591
Sanitation Operating	1,665,509	4,445,826	5,954,275	157,060
Municipal Golf Course	51,966	429,823	467,687	14,102
Sooner Pool	28,712	67,220	95,932	-
Frontier Pool	41,712	90,024	131,736	-
Enterprise Funds	$ 2,013,821	$ 16,547,326	$ 18,148,357	$ 412,790

CITY OF BARTLESVILLE

2012-13 Operating Budget

Estimated Change in Fund Equity – All Funds

(continued)

FUND	*FUND BALANCE JULY 1, 2011*	*ADDITIONS*	*REDUCTIONS*	*FUND BALANCE JUNE 30, 2012*
INTERNAL SERVICE FUNDS				
Workers' Compensation	$ 345,229	$ 79,771	$ 425,000	$ -
Health Insurance	572,866	1,992,134	2,565,000	-
Auto Collision Insurace	300,000	-	300,000	-
Stabilization Reserve	1,185,717	1,312,733	-	2,498,450
Capital Reserve	-	3,747,730	3,513,610	234,120
Internal Service Funds	$ 2,403,812	$ 7,132,368	$ 6,803,610	$ 2,732,570
FIDUCIARY FUNDS				
Mausoleum Trust	$ 10,234	$ -	$ 10,234	$ -
BARTLESVILLE MUNICIPAL AUTHORITY FUNDS				
BMA - Wastewater	$ 747,542	$ 3,952,952	$ 4,434,956	$ 265,538
BMA - Water	8,787,522	13,163,982	14,398,577	7,552,927
BMA - General	563	50,783	51,346	-
BMA Funds	$ 9,535,627	$ 17,167,717	$ 18,884,879	$ 7,818,465
All Funds Total	**$ 32,600,788**	**$ 69,940,183**	**$ 88,190,238**	**$ 14,350,733**

Significant Increases or Decreases

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

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

The only funds with large anticipated variances in fund balance are the Sanitation Operating Fund, the BMA – Wastewater Fund, and the BMA – Water Fund. The Sanitation Operating Fund's decrease is related to several large, one-time expenditures planned for this fiscal year that are related to the implantation of the automated poly-cart system that was explained earlier in this section. These expenditures will be funded through transfers to the Capital Reserve Fund. The BMA – Wastewater and BMA – Water Funds both have a substantial planned use of fund balance in this fiscal year. The BMA – Wastewater Fund will require further phased rate increases as described in the Revenues section of this budget and will continue to run at a loss as these increases are phased in. Additionally, this fund will support several large capital purchases in this year through transfers to the Capital Reserve Fund. The BMA – Water Fund is scheduled to support several large capital purchases in this year transfers to the Capital Reserve Fund.

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

CITY OF BARTLESVILLE

2012-13 Operating Budget

Percentage Change from Prior Budget – General and Enterprise Funds

FUND & DEPARTMENT	*2011-12 BUDGET*	*2012-13 BUDGET*	*% INCREASE (DECREASE)*
GENERAL FUND			
General Fund:			
City Council			
Contractual Services	$ 23,261	$ 26,361	13.3%
Materials and Supplies	1,350	1,400	3.7%
City Council Total	$ 24,611	$ 27,761	12.8%
Administration			
Personnel Services	$ 497,748	$ 533,368	7.2%
Contractual Services	41,305	77,144	86.8%
Materials and Supplies	9,780	10,450	6.9%
Administration Total	$ 548,833	$ 620,962	13.1%
Accounting and Finance			
Personnel Services	$ 976,507	$ 921,393	-5.6%
Contractual Services	447,090	457,770	2.4%
Materials and Supplies	7,350	7,350	0.0%
Accounting and Finance Total	$ 1,430,947	$ 1,386,513	-3.1%
Legal			
Personnel Services	$ 125,395	$ 128,924	2.8%
Contractual Services	26,205	31,205	19.1%
Materials and Supplies	50	50	0.0%
Legal Total	$ 151,650	$ 160,179	5.6%
Building & Neighbor Service			
Personnel Services	$ 403,252	$ 390,290	-3.2%
Contractual Services	157,900	143,260	-9.3%
Materials and Supplies	23,600	24,600	4.2%
Building & Neighbor Service Total	$ 584,752	$ 558,150	-4.5%
Building Maintenance			
Personnel Services	$ 484,100	$ 474,696	-1.9%
Contractual Services	18,131	18,131	0.0%
Materials and Supplies	17,461	17,461	0.0%
Building Maintenance Total	$ 519,692	$ 510,288	-1.8%

CITY OF BARTLESVILLE

2012-13 Operating Budget

Percentage Change from Prior Budget – General and Enterprise Funds

(continued)

FUND & DEPARTMENT	*2011-12 BUDGET*	*2012-13 BUDGET*	*% INCREASE (DECREASE)*
General Services			
Contractual Services	$ 885,172	$ 1,069,290	20.8%
Materials and Supplies	39,000	38,000	-2.6%
General Services Total	$ 924,172	$ 1,107,290	19.8%
Cemetery			
Personnel Services	$ 45,273	$ 45,898	1.4%
Contractual Services	8,675	8,800	1.4%
Materials and Supplies	7,525	7,625	1.3%
Cemetery Total	$ 61,473	$ 62,323	1.4%
Community Development			
Personnel Services	$ 268,760	$ 266,886	-0.7%
Contractual Services	74,800	75,550	1.0%
Materials and Supplies	9,700	5,600	-42.3%
Community Development Total	$ 353,260	$ 348,036	-1.5%
Technical Services			
Contractual Services	$ 46,750	$ 146,250	212.8%
Materials and Supplies	500	12,500	2400.0%
Technical Services Total	$ 47,250	$ 158,750	236.0%
Engineering			
Personnel Services	$ 505,353	$ 517,253	2.4%
Contractual Services	20,575	24,075	17.0%
Materials and Supplies	7,250	11,500	58.6%
Engineering Total	$ 533,178	$ 552,828	3.7%
Fleet Maintenance			
Personnel Services	$ 315,047	$ 280,804	-10.9%
Contractual Services	25,653	21,653	-15.6%
Materials and Supplies	41,563	39,563	-4.8%
Fleet Maintenance Total	$ 382,263	$ 342,020	-10.5%
Fire			
Personnel Services	$ 4,777,576	$ 4,574,048	-4.3%
Contractual Services	132,888	148,486	11.7%
Materials and Supplies	233,528	224,680	-3.8%
Fire Total	$ 5,143,992	$ 4,947,214	-3.8%

CITY OF BARTLESVILLE

2012-13 Operating Budget

Percentage Change from Prior Budget – General and Enterprise Funds

(continued)

FUND & DEPARTMENT	*2011-12 BUDGET*	*2012-13 BUDGET*	*% INCREASE (DECREASE)*
Police			
Personnel Services	$ 4,139,096	$ 4,028,166	-2.7%
Contractual Services	313,611	280,000	-10.7%
Materials and Supplies	241,324	286,704	18.8%
Police Total	$ 4,694,031	$ 4,594,870	-2.1%
Street			
Personnel Services	$ 578,300	$ 559,897	-3.2%
Contractual Services	281,157	253,157	-10.0%
Materials and Supplies	336,932	335,932	-0.3%
Street Total	$ 1,196,389	$ 1,148,986	-4.0%
Library			
Personnel Services	$ 923,646	$ 927,278	0.4%
Contractual Services	139,450	143,000	2.5%
Materials and Supplies	125,200	120,000	-4.2%
Library Total	$ 1,188,296	$ 1,190,278	0.2%
History Museum			
Personnel Services	$ 156,010	$ 149,069	-4.4%
Contractual Services	9,250	8,750	-5.4%
Materials and Supplies	9,700	11,950	23.2%
History Museum Total	$ 174,960	$ 169,769	-3.0%
Park and Recreation			
Personnel Services	$ 534,949	$ 571,584	6.8%
Contractual Services	95,822	100,000	4.4%
Materials and Supplies	102,500	101,600	-0.9%
Park and Recreation Total	$ 733,271	$ 773,184	5.4%
Transfers Out			
To E-911 Fund	$ 319,519	$ 343,119	7.4%
To Doenges Memorial Stadium	7,127	43,552	511.1%
To Adams Golf Course	54,296	75,123	38.4%
To Sooner Pool	26,000	37,313	43.5%
To Frontier Pool	68,000	24,744	-63.6%
To Auto Collision Insurance	100,000	-	-100.0%
To Stabilization Reserve	575,039	818,328	42.3%
Total Transfers Out	$ 1,149,981	$ 1,342,179	16.7%

CITY OF BARTLESVILLE

2012-13 Operating Budget

Percentage Change from Prior Budget – General and Enterprise Funds

(continued)

FUND & DEPARTMENT	*2011-12 BUDGET*	*2012-13 BUDGET*	*% INCREASE (DECREASE)*
Reserves			
Compensated Absences Reserve	655,419	630,833	-3.8%
Severance Reserve	50,000	125,000	150.0%
Contingency	-	-	N/A
Total Reserves	$ 705,419	$ 755,833	7.1%
Total General Fund	**$ 20,548,420**	**$ 20,757,413**	**1.0%**
ENTERPRISE FUNDS			
Wastewater Operating Fund:			
Wastewater Treatment Plant			
Contractual Services	$ 2,077,649	$ 2,113,517	1.7%
Capital Outlay	242,650	-	-100.0%
Wastewater Treatment Plant Total	$ 2,320,299	$ 2,113,517	-8.9%
Wastewater Maintenance			
Personnel Services	$ 670,152	$ 625,737	-6.6%
Contractual Services	40,281	87,570	117.4%
Materials and Supplies	79,400	85,300	7.4%
Capital Outlay	569,440	-	-100.0%
Wastewater Maintenance Total	$ 1,359,273	$ 798,607	-41.2%
Transfers Out			
To General Fund	$ 620,246	$ 702,684	13.3%
To BMA - Water Fund	-	148,040	N/A
To Auto Collision Reserve Fund	50,000	-	-100.0%
To Stabilization Reserve Fund	139,509	116,485	-16.5%
To Capital Reserve Fund	-	520,000	N/A
Total Transfers Out	$ 809,755	$ 1,487,209	83.7%
Reserves			
Contingency	$ 57,350	$ 58,242	1.6%
Compensated Absences Reserve	15,064	16,795	11.5%
Total Reserves	$ 72,414	$ 75,037	3.6%
Total Wastewater Operating	$ 4,561,741	$ 4,474,370	-1.9%

CITY OF BARTLESVILLE

2012-13 Operating Budget

Percentage Change from Prior Budget – General and Enterprise Funds

(continued)

FUND & DEPARTMENT	*2011-12 BUDGET*	*2012-13 BUDGET*	*% INCREASE (DECREASE)*
Water Operating Fund:			
Water Plant			
Personnel Services	$ 844,214	$ 820,720	-2.8%
Contractual Services	948,250	997,721	5.2%
Materials and Supplies	894,200	946,375	5.8%
Capital Outlay	80,450	-	-100.0%
Water Plant Total	$ 2,767,114	$ 2,764,816	-0.1%
Water Administration			
Personnel Services	$ 242,554	$ 338,384	39.5%
Contractual Services	21,300	22,675	6.5%
Materials and Supplies	6,300	8,950	42.1%
Capital Outlay	-	-	N/A
Water Administration Total	$ 270,154	$ 370,009	37.0%
Water Distribution			
Personnel Services	$ 1,240,703	$ 1,109,496	-10.6%
Contractual Services	37,485	37,020	-1.2%
Materials and Supplies	306,550	308,350	0.6%
Capital Outlay	667,371	-	-100.0%
Water Distribution Total	$ 2,252,109	$ 1,454,866	-35.4%
Transfers Out			
To General	$ 1,039,293	$ 1,104,217	6.2%
To Auto Collision Insurance	100,000	-	-100.0%
To Stabilization Reserve	51,965	227,756	338.3%
To Capital Reserve	-	1,177,730	N/A
Total Transfers Out	$ 1,191,258	$ 2,509,703	110.7%
Reserves			
Contingency	$ 90,831	$ 91,794	1.1%
Compensated Absences Reserve	62,677	74,797	19.3%
Total Reserves	$ 153,508	$ 166,591	8.5%
Total Water Operating	$ 6,634,143	$ 7,265,985	9.5%
Sanitation Operating Fund:			
Sanitation			
Personnel Services	$ 1,919,653	$ 1,873,185	-2.4%
Contractual Services	837,288	837,288	0.0%
Materials and Supplies	265,973	340,954	28.2%
Capital Outlay	1,461,074	-	-100.0%
Sanitation Total	$ 4,483,988	$ 3,051,427	-31.9%

CITY OF BARTLESVILLE

2012-13 Operating Budget

Percentage Change from Prior Budget – General and Enterprise Funds

(continued)

FUND & DEPARTMENT	*2011-12 BUDGET*	*2012-13 BUDGET*	*% INCREASE (DECREASE)*
Transfers Out			
To General	$ 819,618	$ 702,684	-14.3%
To Auto Collision Insurance	50,000	-	-100.0%
To Stabilization Reserve	192,127	150,164	-21.8%
To Capitalization Reserve	-	2,050,000	N/A
Total Transfers Out	$ 1,061,745	$ 2,902,848	173.4%
Reserves			
Contingency	$ 60,458	$ 61,029	0.9%
Compensated Absences Reserve	78,322	72,466	-7.5%
Total Reserves	$ 138,780	$ 133,495	-3.8%
Total Sanitation Operating	$ 5,684,513	$ 6,087,770	7.1%
Municipal Golf Course Fund:			
Golf Course			
Personnel Services	$ 193,108	$ 194,886	0.9%
Contractual Services	150,202	150,202	0.0%
Materials and Supplies	107,599	107,599	0.0%
Capital Outlay	-	15,000	N/A
Golf Course Total	$ 450,909	$ 467,687	3.7%
Reserves			
Contingency	$ 9,018	$ 9,354	3.7%
Compensated Absences Reserve	8,393	4,748	-43.4%
Total Reserves	$ 17,411	$ 14,102	-19.0%
Total Municipal Golf Course	$ 468,320	$ 481,789	2.9%
Sooner Pool Fund:			
Swimming pool			
Personnel Services	$ 43,830	$ 51,101	16.6%
Contractual Services	15,494	10,000	-35.5%
Materials and Supplies	15,691	32,950	110.0%
Contingency	-	1,881	N/A
Swimming pool Total	$ 75,015	$ 95,932	27.9%
Frontier Pool Fund:			
Swimming pool			
Personnel Services	$ 72,150	$ 76,803	6.4%
Contractual Services	25,664	21,400	-16.6%
Materials and Supplies	24,935	30,950	24.1%
Contingency	-	2,583	N/A
Swimming pool Total	$ 122,749	$ 131,736	7.3%
Total Enterprise Funds	**$ 17,546,481**	**$ 18,537,582**	**5.6%**

GENERAL FUND

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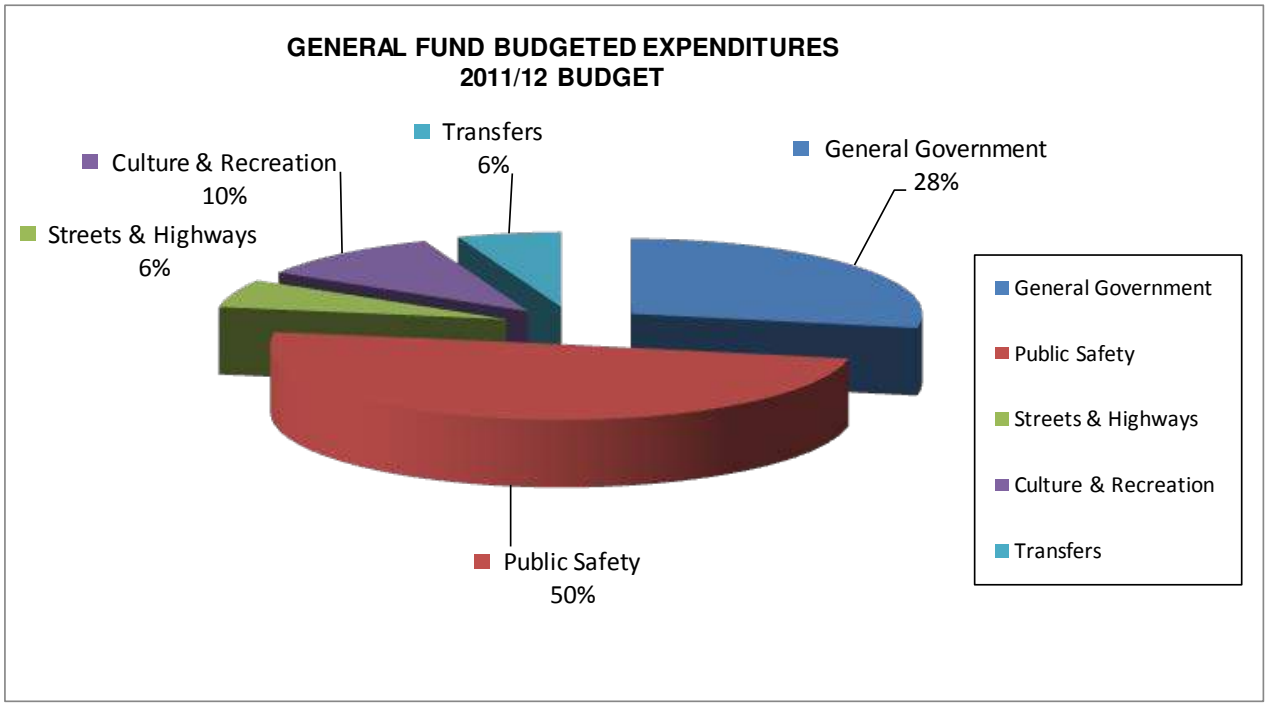
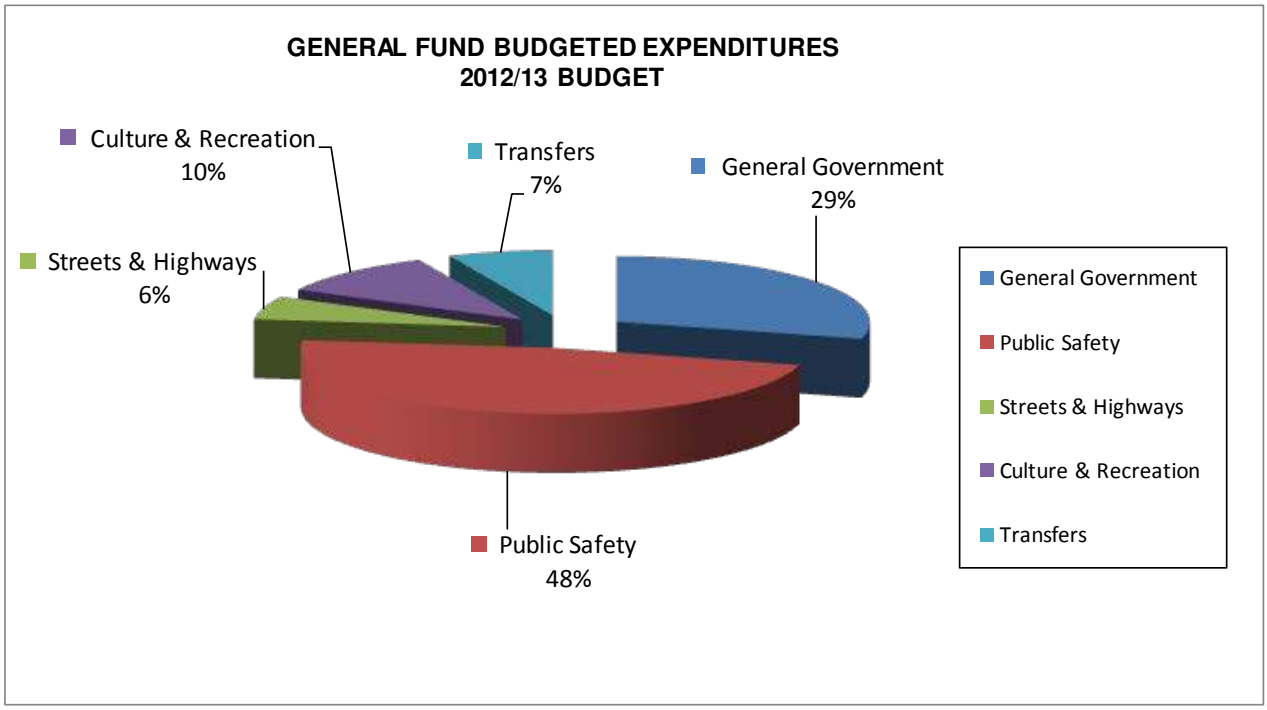
CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Expenditure Graphs





CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Expenditure Summary by Function

EXPENDITURES BY DEPARTMENT OR PURPOSE		*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*
City Council		$ 30,823	$ 24,611	$ 11,631	$ 27,761
Administration		432,501	548,833	549,245	620,962
Accounting and Finance		1,246,540	1,430,947	1,357,679	1,386,513
Legal		149,401	151,650	158,124	160,179
Building and Neighborhood Services		566,370	584,752	571,885	558,150
Building Maintenance		473,488	519,692	512,707	510,288
General Services		823,998	924,172	956,839	1,107,290
Cemetery		53,578	61,473	60,972	62,323
Community Development		337,234	353,260	349,230	348,036
Technical Services		50,900	47,250	47,552	158,750
Engineering		448,763	533,178	449,755	552,828
Fleet Maintenance		405,869	382,263	382,263	342,020
Fire		4,585,071	5,143,992	4,940,001	4,947,214
Police		4,456,846	4,694,031	4,717,888	4,594,870
Street		1,101,042	1,196,389	1,155,939	1,148,986
Library		1,042,930	1,188,296	1,181,865	1,190,278
History Museum		156,688	174,960	171,287	169,769
Park and Recreation		773,941	733,271	728,949	773,184
Swimming Pools		85,894	-	-	-
Transfer Out:	To E-911 Fund	212,908	319,519	319,519	343,119
	To Doenges Memorial Stadium	-	7,127	7,127	43,552
	To Adams Golf Course	113,110	54,296	54,296	75,123
	To Sooner Pool	-	26,000	26,000	37,313
	To Frontier Pool	34,000	68,000	68,000	24,744
	To Auto Collision Insurance	-	100,000	100,000	-
	To Stabilization Reserve	-	575,039	575,039	818,328
Reserves:	Compensated Absences Reserve	-	655,419	-	630,833
	Severance Reserve	-	50,000	-	125,000
	Contingency	-	-	-	-
Total Expenditures and Reserves		**$ 17,581,895**	**$ 20,548,420**	**$ 19,453,792**	**$ 20,757,413**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Expenditure Summary by Line Item

PERSONNEL SERVICES	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 REQUEST***	***CITY MGR REC***	***2012-13 APPROVED***
51110 REGULAR SALARIES	$ 9,415,073	$ 9,958,517	$ 9,754,845	$ 10,216,834	$ 10,089,293	$ 10,089,293
51120 OVERTIME	423,089	525,416	505,561	521,000	517,800	517,800
51130 FICA	521,552	570,775	548,438	613,288	606,585	606,585
51140 GROUP INSURANCE	1,738,589	1,792,037	1,752,336	1,474,084	1,462,600	1,462,600
51150 DB RETIREMENT	642,161	826,113	798,633	806,124	806,124	806,124
51155 DC RETIREMENT	25,445	24,002	25,020	49,660	46,742	46,742
51160 PENSION	671,504	773,568	726,264	839,800	775,000	775,000
51170 WORKER'S COMPENSATION	220,396	260,584	261,868	65,410	65,410	65,410
TOTAL PERSONNEL SERVICES	$ 13,657,809	$ 14,731,012	$ 14,372,965	$ 14,586,200	$ 14,369,554	$ 14,369,554
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 242,462	$ 275,361	$ 313,426	$ 346,422	$ 376,722	$ 376,722
52210 FINANCIAL SERVICES	136,689	185,540	159,452	183,600	183,600	183,600
52310 UTILITIES & COMMUNICATIONS	546,450	642,994	571,838	649,222	615,502	615,502
52410 PROFESSIONAL SERVICES	133,903	166,050	164,515	210,250	254,250	254,250
52510 OTHER SERVICES	719,033	730,533	696,574	720,672	696,672	696,672
52610 MAINT. & REPAIR SERVICE	193,111	240,258	180,444	290,711	263,011	263,011
52710 OPERATIONAL SERVICES	218,654	213,425	288,178	294,625	294,625	294,625
52810 INSURANCE & BONDS	236,265	293,534	278,316	323,500	348,500	348,500
52950 MISCELLANEOUS	34	-	4	-	-	-
TOTAL CONTRACTUAL SERVICES	$ 2,426,601	$ 2,747,695	$ 2,652,747	$ 3,019,002	$ 3,032,882	$ 3,032,882
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 49,289	$ 65,915	$ 64,894	$ 80,835	$ 65,835	$ 65,835
53210 JANITORIAL SUPPLIES	27,948	30,200	28,464	31,350	31,350	31,350
53310 GENERAL SUPPLIES	278,536	350,489	386,172	384,271	365,771	365,771
53410 TOOLS & EQUIPMENT	666	52,644	25,212	47,624	25,124	25,124
53510 FUEL	238,081	252,025	279,956	302,445	302,445	302,445
53610 MAINT. & REPAIR MATERIALS	517,387	463,040	493,400	464,940	466,440	466,440
TOTAL MATERIALS & SUPPLIES	$ 1,111,907	$ 1,214,313	$ 1,278,098	$ 1,311,465	$ 1,256,965	$ 1,256,965

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Expenditure Summary by Line Item

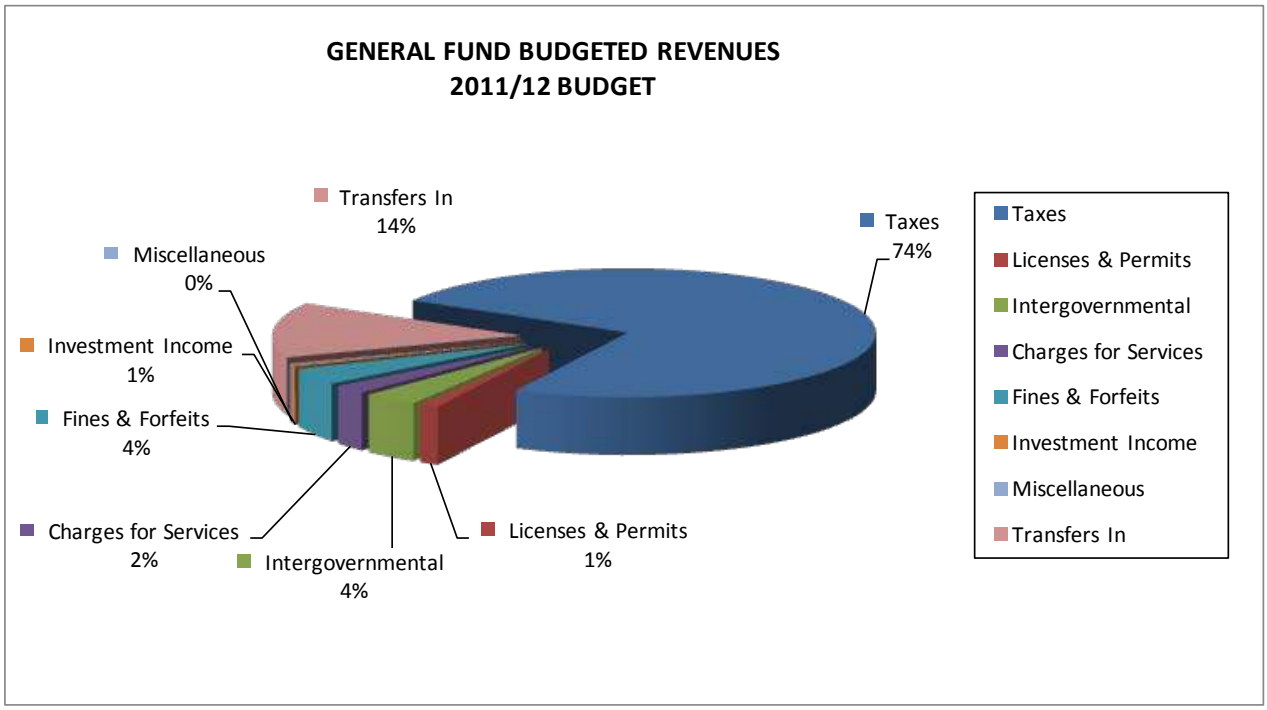
(continued)

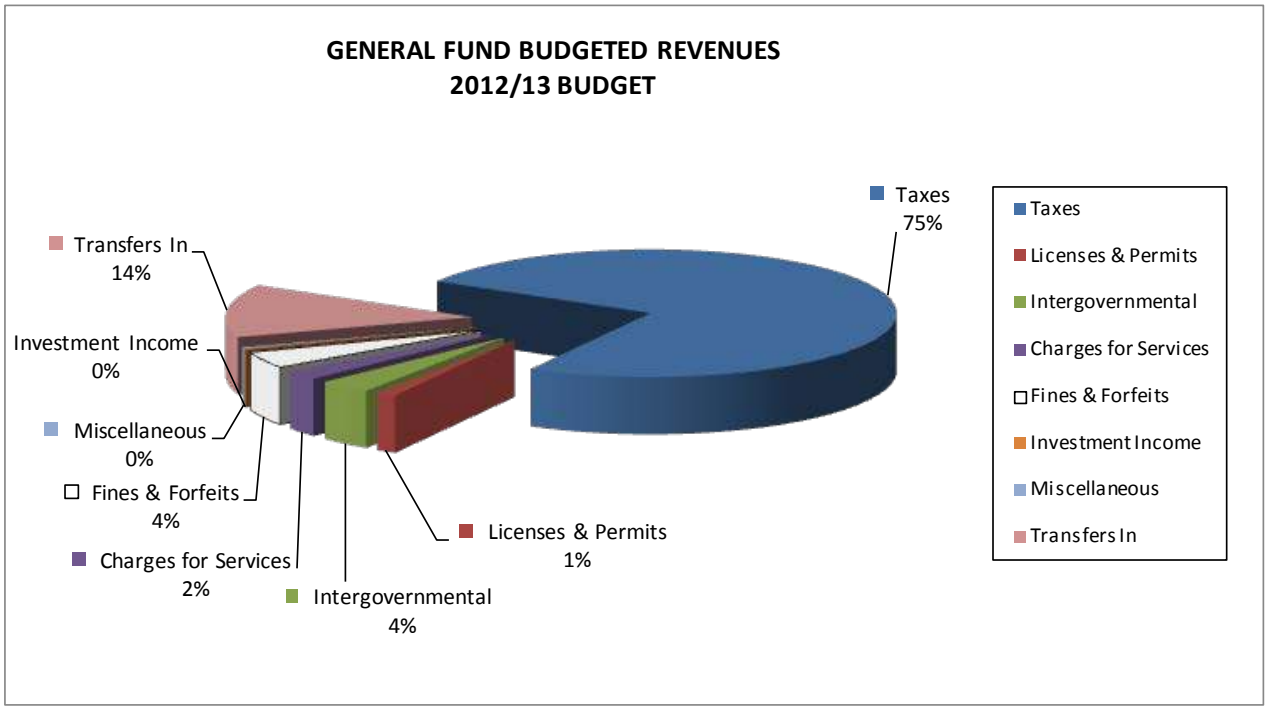
CAPITAL OUTLAY	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
55940 MACHINERY & EQUIPMENT	$ -	$ -	$ -	$ 28,000	$ -	$ -
55950 OFFICE EQUIP & FURNISH	15,560	-	-	-	-	-
55960 VEHICLES & EQUIPMENT	10,000	-	-	140,000	-	-
TOTAL CAPITAL OUTLAY	$ 25,560	$ -	$ -	$ 168,000	$ -	$ -
TRANSFERS OUT						
59207 E 9-1-1 FUND	$ 212,908	$ 319,519	$ 319,519	$ 350,587	$ 343,119	$ 343,119
59276 DOENGES MEMORIAL STADIUM	-	7,127	7,127	47,506	43,552	43,552
59513 ADAMS GOLF COURSE	113,110	54,296	54,296	60,123	75,123	75,123
59515 FRONTIER POOL	-	26,000	26,000	37,313	37,313	37,313
59516 SOONER POOL	34,000	68,000	68,000	24,744	24,744	24,744
59663 AUTO COLLISION INSURANCE	-	100,000	100,000	-	-	-
59670 STABILIZATION RESERVE	-	575,039	575,039	784,198	767,330	818,328
59675 CAPITAL RESERVE	-	-	-	-	-	-
TOTAL TRANSFERS	$ 360,018	$ 1,149,981	$ 1,149,981	$ 1,304,471	$ 1,291,181	$ 1,342,179
TOTAL BUDGET	**$ 17,581,895**	**$ 19,843,001**	**$ 19,453,791**	**$ 20,389,138**	**$ 19,950,582**	**$ 20,001,580**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Revenue Graphs





CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Revenue Summary by Source

REVENUE BY SOURCE		*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Sales Tax		$ 11,368,644	$ 11,457,587	$ 11,880,555	$ 12,118,166
Hotel-Motel Tax		223,326	212,700	288,178	293,900
Franchise Tax		1,636,219	1,575,700	1,556,024	1,546,200
Licenses & Permits		239,218	226,100	253,924	249,400
Intergovernmental		678,551	642,029	764,936	646,451
Charges for Services		454,062	400,000	457,264	444,000
Fines and Forfeits		761,973	757,500	937,821	758,600
Interest and Investment Income		88,563	81,100	62,663	46,900
Donations and Miscellaneous		174,702	56,600	77,167	62,700
Transfer In:	Wastewater	738,082	620,246	620,426	702,684
	Water	997,347	1,039,293	1,039,293	1,104,217
	Sanitation	750,731	819,618	819,618	702,684
	BHMTA	2,500	2,500	2,500	2,500
Fund Balance		2,309,857	2,657,447	2,772,434	2,079,011
Total Available for Appropriation		**$ 20,423,775**	**$ 20,548,420**	**$ 21,532,803**	**$ 20,757,413**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Personnel Summary

PERSONNEL COUNTS BY DEPARTMENT	***2010-11 ACTUAL FTEs***	***2011-12 BUDGETED FTEs***	***2011-12 ACTUAL FTEs***	***2012-13 BUDGETED FTEs***
Administration	4.5	5	5	6
Accounting and Finance	15.75	15.75	15.75	16
Legal	2	2	2	2
Building and Neighbor Services	10	6.5	7	7
Building Maintenance	8	8	8	8
Cemetery	1	1	1	1
Community Development	4	3	3	3
Engineering	9	9	9	9
Fleet Maintenance	4.5	4.5	4	4
Fire	67	70	70	70
Police	69	66	66	66
Street	13	11	11	11
Library	18.165	17.567	17.567	17.47
History Museum	3.945	3.945	3.945	3.945
Park and Recreation	8	8.5	8	9.5
Swimming Pools	NA	NA	NA	NA
Total Personnel	**237.86**	**231.762**	**231.262**	**233.92**

CITY OF BARTLESVILLE

2012-13 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.
2012 Accomplishments:	• Met Charter Implementation Objectives • Ethics Committee Code Completed
2013 Objectives:	• General Obligation Bond Election • Council Election • Continue to lobby for WRDA Initiatives
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

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$30,823	$24,611	$11,631	$27,761	$27,761

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – City Council – Line Item Detail

CONTRACTUAL SERVICES	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 REQUEST***	***CITY MGR REC***	***2012-13 APPROVED***
52110 EMPLOYMENT SERVICES	$ 2,896	$ 8,925	$ 7,086	$ 10,025	$ 10,025	$ 10,025
52410 PROFESSIONAL SERVICES	8,000	4,000	-	4,000	4,000	4,000
52510 OTHER SERVICES	18,681	10,336	3,275	12,336	12,336	12,336
TOTAL CONTRACTUAL SERVICES	$ 29,577	$ 23,261	$ 10,361	$ 26,361	$ 26,361	$ 26,361
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 69	$ 100	$ -	$ 100	$ 100	$ 100
53310 GENERAL SUPPLIES	1,177	1,250	1,270	1,300	1,300	1,300
TOTAL MATERIALS & SUPPLIES	$ 1,246	$ 1,350	$ 1,270	$ 1,400	$ 1,400	$ 1,400
TOTAL BUDGET	**$ 30,823**	**$ 24,611**	**$ 11,631**	**$ 27,761**	**$ 27,761**	**$ 27,761**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Administration – Summary

Department Mission:	To implement the policies of Council and manage the day to day affairs of the City while keeping in mind the long range goals of the City as a whole, fostering a positive relationship with employees while performing personnel duties and to seek out and administer grant funding for the City.
Department Description:	This department includes the activities of the City Manager, Human Resources Director, and Grants Administration. The City Manager is responsible to the City Council for administering the daily activities of the various departments of the city government and for implementing the policies and procedures adopted by the City Council. The manager is also responsible for preparing the annual budget and implementing the budget approved by the City Council. The Human Resources Director is responsible for the personnel policies and administration of the payroll plan and various benefit plans of the City. Grants Administration is responsible for administering the City's grants and identifying and responding to various grant opportunities.
2012 Accomplishments:	• Implementation of policies that provided long-term cost savings and efficiencies for taxpayers • Engaged citizenry in City operations • Served on multiple state committees to represent the City of Bartlesville, providing leadership and direction for the benefit of our City • Identification of General Obligation Bond Projects • Reduction of benefit costs to City while maintaining benefit levels • Provided both on site and online training to employees and supervisors, empowering employees and increasing their value to the City • Received Healthy Business & Healthy Community award from the State of Oklahoma • Sponsor for American Planning Association State Conference

CITY OF BARTLESVILLE

2012-13 Operating Budget
General Fund – Administration – Summary
(continued)

2013 Objectives:

- Continue analysis and combinations of responsibilities and/or services where possible to obtain efficiencies
- Increase grant applications to accomplish maximum grant opportunities
- Provide administration, oversight, management and leadership of self insured health care plan, workers compensation and unemployment programs
- Provide a comprehensive program to recognize and demonstrate employee appreciation
- Proactive monitoring of the Retirement Plan to insure stability and reductions of unfunded liability
- Research and take steps to implement a Wellness Initiative

Budget Highlights:

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

FUND 101 GENERAL
DEPT 120 ADMINISTRATION

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$432,501	$548,833	$549,245	$620,962	$620,962

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Administration – Line Item Detail

PERSONNEL SERVICES	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 REQUEST***	***CITY MGR REC***	***2012-13 APPROVED***
51110 REGULAR SALARIES	$ 298,257	$ 348,500	$ 347,134	$ 384,120	$ 384,120	$ 384,120
51120 OVERTIME	-	4,100	-	5,000	5,000	5,000
51130 FICA	21,762	26,650	24,795	30,228	30,228	30,228
51140 GROUP INSURANCE	27,653	39,299	39,299	29,810	29,810	29,810
51150 DB RETIREMENT	54,182	77,900	77,569	82,000	82,000	82,000
51155 DC RETIREMENT	-	-	-	1,747	1,747	1,747
51170 WORKER'S COMPENSATION	-	1,299	1,299	463	463	463
TOTAL PERSONAL SERVICES	$ 401,854	$ 497,748	$ 490,096	$ 533,368	$ 533,368	$ 533,368
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 10,098	$ 24,710	$ 24,995	$ 40,372	$ 62,072	$ 62,072
52310 UTILITIES & COMMUNICATIONS	1,905	3,060	7,723	2,925	2,925	2,925
52410 PROFESSIONAL SERVICES	-	1,000	-	1,500	1,500	1,500
52510 OTHER SERVICES	8,800	12,035	11,339	10,147	10,147	10,147
52610 MAINT. & REPAIR SERVICE	-	500	-	500	500	500
TOTAL CONTRACTUAL SERVICES	$ 20,803	$ 41,305	$ 44,057	$ 55,444	$ 77,144	$ 77,144
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 3,411	$ 5,780	$ 9,405	$ 6,300	$ 6,300	$ 6,300
53310 GENERAL SUPPLIES	6,433	4,000	2,577	4,150	4,150	4,150
53610 MAINT. & REPAIR MATERIALS	-	-	3,110	-	-	-
TOTAL MATERIALS & SUPPLIES	$ 9,844	$ 9,780	$ 15,092	$ 10,450	$ 10,450	$ 10,450
TOTAL BUDGET	**$ 432,501**	**$ 548,833**	**$ 549,245**	**$ 599,262**	**$ 620,962**	**$ 620,962**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Administration – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 120 ADMINISTRATION

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-11 ACTUAL NUMBER OF EMPLOYEES*	*2011-12 BUDGETED NUMBER OF EMPLOYEES*	*2011-12 ACTUAL NUMBER OF EMPLOYEES*	*2012-13 BUDGTED NUMBER OF EMPLOYEES*
City Manager	1	1	1	1
Human Resources Director	1	1	1	1
Executive Assistant	1	1	1	1
Human Resources Manager	0	1	1	1
HR Assistant	0	0	0	1
HR Generalist	1.5	0	0	0
Grants Administrator	0	1	1	1
TOTAL	**4.5**	**5**	**5**	**6**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Accounting and Finance – Summary

Department Mission:	We will embody the spirit of our community by striving to attain excellence in customer service, teamwork, ethics, and accountability.
Department Description:	Under the supervision of the Administrative Director/CFO, the Accounting and Finance department performs all of the finance and treasury functions for the City. These combined functions are divided into the following divisions: Internal Services: responsible for all duties associated with the accounts payable, payroll, accounting, City Clerk, and Treasury services. Customer Services: responsible for all duties associated with the utility billing, accounts receivable, and municipal court services.
2012 Accomplishments:	• Continued the use of sound financial policies and retained the City's AA- bond rating • Applied for and obtained the GFOA's distinguished budget award for the 6th straight year • Implemented a contract with a collections agency for the collection of court fines • Received an unqualified opinion on our financial statement audit

CITY OF BARTLESVILLE

2012-13 Operating Budget
General Fund – Accounting and Finance – Summary
(continued)

2013 Objectives:

- Finalize and continue to update the City's Accounting Policies and Procedures Manual
- Apply for and obtain the GFOA's distinguished budget award for the 7th straight year
- Continue the use of sound financial policies aimed at retaining the City's AA- bond rating
- Fully integrate the collections process for our Utility Billing division
- Continue to receive unqualified opinions on our financial statement audits

Budget Highlights:

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

FUND 101 GENERAL
DEPT 130 ACCOUNTING & FINANCE

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$1,246,540	$1,430,947	$1,357,679	$1,386,513	$1,386,513

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Accounting and Finance – Line Item Detail

PERSONNEL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
51110 REGULAR SALARIES	$ 600,347	$ 661,125	$ 637,126	$ 652,000	$ 652,000	$ 652,000
51120 OVERTIME	1,236	1,025	209	1,000	1,000	1,000
51130 FICA	43,007	51,250	46,064	50,000	50,000	50,000
51140 GROUP INSURANCE	103,698	125,757	125,757	95,393	95,393	95,393
51150 DB RETIREMENT	95,206	134,275	116,747	116,000	116,000	116,000
51155 DC RETIREMENT	3,605	3,075	4,659	7,000	7,000	7,000
51170 WORKER'S COMPENSATION	1,794	-	-	-	-	-
TOTAL PERSONAL SERVICES	$ 848,893	$ 976,507	$ 930,562	$ 921,393	$ 921,393	$ 921,393
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 3,763	$ 11,860	$ 13,102	$ 11,010	$ 11,010	$ 11,010
52210 FINANCIAL SERVICES	131,558	180,840	155,142	178,800	178,800	178,800
52310 UTILITIES & COMMUNICATIONS	1,980	2,290	3,600	5,060	5,060	5,060
52410 PROFESSIONAL SERVICES	52,083	54,500	54,328	54,500	62,000	62,000
52510 OTHER SERVICES	134,416	120,100	115,959	120,100	120,100	120,100
52610 MAINT. & REPAIR SERVICE	69,615	77,200	78,688	80,500	80,500	80,500
52810 INSURANCE & BONDS	-	300	300	300	300	300
TOTAL CONTRACTUAL SERVICES	$ 393,415	$ 447,090	$ 421,119	$ 450,270	$ 457,770	$ 457,770
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 3,752	$ 5,850	$ 5,162	$ 5,850	$ 5,850	$ 5,850
53210 JANITORIAL SUPPLIES	-	-	31	-	-	-
53310 GENERAL SUPPLIES	480	1,500	725	1,500	1,500	1,500
53610 MAINT. & REPAIR MATERIALS	-	-	80	-	-	-
TOTAL MATERIALS & SUPPLIES	$ 4,232	$ 7,350	$ 5,998	$ 7,350	$ 7,350	$ 7,350
TOTAL BUDGET	**$ 1,246,540**	**$ 1,430,947**	**$ 1,357,679**	**$ 1,379,013**	**$ 1,386,513**	**$ 1,386,513**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Accounting and Finance – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 130 ACCOUNTING & FINANCE

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-11 ACTUAL NUMBER OF EMPLOYEES*	*2011-12 BUDGETED NUMBER OF EMPLOYEES*	*2011-12 ACTUAL NUMBER OF EMPLOYEES*	*2012-13 BUDGTED NUMBER OF EMPLOYEES*
AD/CFO	1	1	1	1
Internal Services Supervisor	0	0	1	1
Customer Service Supervisor	1	1	1	1
Accountant	2	2	1	1
Purchasing Tech	2	2	2	2
Payroll Administrator	1	1	1	1
Court Clerk	1	1	1	1
Fiscal Tech	7	7	7	8
Part-time Fiscal Tech	0.75	0.75	0.75	0
TOTAL	**15.75**	**15.75**	**15.75**	**16**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Legal – Summary

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

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

2012 Accomplishments:

- Successfully and timely negotiated the 2011-2012 union contracts

2013 Objectives:

- Timely and successful completion of 2012-2013 union contracts

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

FUND 101 GENERAL
DEPT 150 LEGAL

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$149,401	$151,650	$158,124	$160,179	$160,179

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Legal – Line Item Detail

PERSONNEL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
51110 REGULAR SALARIES	$ 95,014	$ 101,475	$ 101,008	$ 108,000	$ 108,000	$ 108,000
51130 FICA	6,735	8,200	7,184	9,000	9,000	9,000
51140 GROUP INSURANCE	13,826	15,720	15,720	11,924	11,924	11,924
TOTAL PERSONAL SERVICES	$ 115,575	$ 125,395	$ 123,912	$ 128,924	$ 128,924	$ 128,924
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 625	$ 1,205	$ 1,205	$ 1,205	$ 1,205	$ 1,205
52410 PROFESSIONAL SERVICES	33,002	25,000	33,007	30,000	30,000	30,000
52510 OTHER SERVICES	184	-	-	-	-	-
TOTAL CONTRACTUAL SERVICES	$ 33,811	$ 26,205	$ 34,212	$ 31,205	$ 31,205	$ 31,205
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 15	$ 25	$ -	$ 25	$ 25	$ 25
53310 GENERAL SUPPLIES	-	25	-	25	25	25
TOTAL MATERIALS & SUPPLIES	$ 15	$ 50	$ -	$ 50	$ 50	$ 50
TOTAL BUDGET	**$ 149,401**	**$ 151,650**	**$ 158,124**	**$ 160,179**	**$ 160,179**	**$ 160,179**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Legal – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 150 LEGAL

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-11 ACTUAL NUMBER OF EMPLOYEES*	*2011-12 BUDGETED NUMBER OF EMPLOYEES*	*2011-12 ACTUAL NUMBER OF EMPLOYEES*	*2012-13 BUDGTED NUMBER OF EMPLOYEES*
City Attorney	1	1	1	1
City Judge	1	1	1	1
TOTAL	**2**	**2**	**2**	**2**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Building and Neighborhood Services – Summary

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

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

Neighborhood Services is responsible for the inspection of private property and nuisances (tall grass, weeds, trash, inoperable vehicles, etc.) as well as property maintenance, and the use of property to assure compliance with city codes. The department is also responsible for the registration of rental properties within the city limits.

2012 Accomplishments:

- Issued 2,776 building related permits, resulting in over $11.3 million in commercial construction and over $15.4 million in residential construction
- Processed 2,015 nuisance complaints for code compliance, an average of 7.75 complaints per day (50% were for weed/trash violations)
- Issued 474 new business licenses
- Processed 115 dilapidated or unsecured structures compliance
- Adopted the 2009 International Energy Conservation Code as a voluntary code in the City of Bartlesville

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2013 Objectives:

- Continue to provide quality customer service to the building community in the issuance of required permits within the limits of existing resources
- Continue to respond to the public as efficiently and as quickly as possible in processing code complaints within the limits of existing resources

- Continue to seek ways to improve customer service through the use of web-based online permitting and related services
- Continue to educate the building community and promote energy conservation building practices

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

FUND 101 GENERAL
DEPT 155 BUILDING & NEIGHBORHOOD SERVICES

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$566,370	$584,752	$571,885	$558,150	$558,150

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Building and Neighborhood Services – Line Item Detail

PERSONNEL SERVICES	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 REQUEST***	***CITY MGR REC***	***2012-13 APPROVED***
51110 REGULAR SALARIES	$ 314,353	$ 275,725	$ 278,250	$ 291,000	$ 291,000	$ 291,000
51130 FICA	23,115	21,525	20,000	23,000	23,000	23,000
51140 GROUP INSURANCE	69,132	47,159	47,159	35,772	35,772	35,772
51150 DB RETIREMENT	41,136	52,275	51,318	36,000	36,000	36,000
51155 DC RETIREMENT	3,403	1,025	797	4,000	4,000	4,000
51170 WORKER'S COMPENSATION	542	5,543	5,543	518	518	518
TOTAL PERSONAL SERVICES	$ 451,681	$ 403,252	$ 403,067	$ 390,290	$ 390,290	$ 390,290
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ (4,091)	$ 7,700	$ 6,500	$ 7,700	$ 7,700	$ 7,700
52310 UTILITIES & COMMUNICATIONS	3,146	3,200	3,568	3,560	3,560	3,560
52410 PROFESSIONAL SERVICES	10,000	25,000	13,500	25,000	10,000	10,000
52510 OTHER SERVICES	88,226	120,000	120,000	120,000	120,000	120,000
52610 MAINT. & REPAIR SERVICE	622	2,000	2,000	2,000	2,000	2,000
TOTAL CONTRACTUAL SERVICES	$ 97,903	$ 157,900	$ 145,568	$ 158,260	$ 143,260	$ 143,260
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 2,292	$ 3,000	$ 3,000	$ 3,000	$ 2,000	$ 2,000
53310 GENERAL SUPPLIES	2,487	8,000	8,000	8,000	8,000	8,000
53410 TOOLS & EQUIPMENT	55	2,500	1,250	2,500	2,500	2,500
53510 FUEL	8,091	7,500	9,500	9,500	9,500	9,500
53610 MAINT. & REPAIR MATERIALS	3,861	2,600	1,500	2,600	2,600	2,600
TOTAL MATERIALS & SUPPLIES	$ 16,786	$ 23,600	$ 23,250	$ 25,600	$ 24,600	$ 24,600
TOTAL BUDGET	**$ 566,370**	**$ 584,752**	**$ 571,885**	**$ 574,150**	**$ 558,150**	**$ 558,150**

CITY OF BARTLESVILLE

2012-13 Operating Budget

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

FUND 101 GENERAL
DEPT 155 BUILDING & NEIGHBORHOOD SERVICES

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-11 ACTUAL NUMBER OF EMPLOYEES*	*2011-12 BUDGETED NUMBER OF EMPLOYEES*	*2011-12 ACTUAL NUMBER OF EMPLOYEES*	*2012-13 BUDGTED NUMBER OF EMPLOYEES*
Chief Building Official	1	1	1	1
Building Inspector	2	2	2	2
Neighborhood Service Supervisor	1	1	1	1
Neighborhood Srvc Officer	3	1.5	2	2
Abatement-Compliance Officer	1	1	1	1
Permit Tech	2	0	0	0
TOTAL	**10**	**6.5**	**7**	**7**

CITY OF BARTLESVILLE

2012-13 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, and storm sirens.
2012 Accomplishments:	• Built new shelter and fence for golf course • Completed light change at library • Painted and opened pools • Repaired lights downtown • Maintained storm sirens
2013 Objectives:	• Remodel 1st floor of City Hall • Maintain city pools • Maintenance of HVAC systems in City building • Storm siren maintenance • Provide janitorial services • Roof the operation building
Budget Highlights:	The major budgeted expenditures for the Building Maintenance department are personnel costs and replacement of vehicles and tools.

FUND 101 GENERAL
DEPT 160 BUILDING MAINTENANCE

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$473,488	$519,692	$512,707	$510,288	$510,288

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Building Maintenance – Line Item Detail

PERSONNEL SERVICES	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 REQUEST***	***CITY MGR REC***	***2012-13 APPROVED***
51110 REGULAR SALARIES	$ 301,476	$ 323,900	$ 319,184	$ 328,000	$ 328,000	$ 328,000
51130 FICA	22,358	24,703	23,710	26,000	26,000	26,000
51140 GROUP INSURANCE	55,305	62,878	62,878	47,696	47,696	47,696
51150 DB RETIREMENT	54,587	72,365	70,955	71,000	71,000	71,000
51155 DC RETIREMENT	-	-	-	2,000	2,000	2,000
51170 WORKER'S COMPENSATION	322	254	255	-	-	-
TOTAL PERSONAL SERVICES	$ 434,048	$ 484,100	$ 476,982	$ 474,696	$ 474,696	$ 474,696
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 424	$ 880	$ 1,837	$ 880	$ 880	$ 880
52310 UTILITIES & COMMUNICATIONS	14,737	15,831	13,991	15,831	15,831	15,831
52510 OTHER SERVICES	886	420	928	420	420	420
52610 MAINT. & REPAIR SERVICE	8,724	1,000	228	1,000	1,000	1,000
TOTAL CONTRACTUAL SERVICES	$ 24,771	$ 18,131	$ 16,984	$ 18,131	$ 18,131	$ 18,131
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ -	$ 300	$ 160	$ 300	$ 300	$ 300
53210 JANITORIAL SUPPLIES	-	200	536	200	200	200
53310 GENERAL SUPPLIES	785	2,000	5,304	2,000	2,000	2,000
53410 TOOLS & EQUIPMENT	381	2,000	569	2,000	2,000	2,000
53510 FUEL	5,773	5,711	4,858	5,711	5,711	5,711
53610 MAINT. & REPAIR MATERIALS	7,730	7,250	7,314	7,250	7,250	7,250
TOTAL MATERIALS & SUPPLIES	$ 14,669	$ 17,461	$ 18,741	$ 17,461	$ 17,461	$ 17,461
TOTAL BUDGET	**$ 473,488**	**$ 519,692**	**$ 512,707**	**$ 510,288**	**$ 510,288**	**$ 510,288**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Building Maintenance – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 160 BUILDING MAINTENANCE

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-11 ACTUAL NUMBER OF EMPLOYEES*	*2011-12 BUDGETED NUMBER OF EMPLOYEES*	*2011-12 ACTUAL NUMBER OF EMPLOYEES*	*2012-13 BUDGTED NUMBER OF EMPLOYEES*
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
TOTAL	**8**	**8**	**8**	**8**

CITY OF BARTLESVILLE

2012-13 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.
2012 Accomplishments:	N/A
2013 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

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$823,998	$924,172	$956,839	$1,107,290	$1,107,290

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – General Services – Line Item Detail

CONTRACTUAL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
52110 EMPLOYMENT SERVICES	$ 49,197	$ 3,200	$ 2,177	$ 3,200	$ 3,200	$ 3,200
52210 FINANCIAL SERVICES	25	-	8	-	-	-
52310 UTILITIES & COMMUNICATIONS	135,298	158,040	132,085	158,040	158,040	158,040
52410 PROFESSIONAL SERVICES	-	5,000	21,225	5,000	9,000	9,000
52510 OTHER SERVICES	138,040	186,248	200,442	225,200	225,200	225,200
52610 MAINT. & REPAIR SERVICE	21,820	27,250	7,277	32,250	32,250	32,250
52710 OPERATIONAL SERVICES	217,952	212,700	288,178	293,900	293,900	293,900
52810 INSURANCE & BONDS	236,025	292,734	277,504	322,700	347,700	347,700
52950 MISCELLANEOUS	34	-	4	-	-	-
TOTAL CONTRACTUAL SERVICES	$ 798,391	$ 885,172	$ 928,900	$ 1,040,290	$ 1,069,290	$ 1,069,290
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 11,265	$ 10,000	$ 4,686	$ 10,000	$ 9,000	$ 9,000
53210 JANITORIAL SUPPLIES	3,195	5,000	4,004	5,000	5,000	5,000
53310 GENERAL SUPPLIES	2,854	7,000	4,496	7,000	6,000	6,000
53410 TOOLS & EQUIPMENT	-	-	2,938	-	-	-
53510 FUEL	1,940	2,000	8,002	8,000	8,000	8,000
53610 MAINT. & REPAIR MATERIALS	6,353	15,000	3,813	15,000	10,000	10,000
TOTAL MATERIALS & SUPPLIES	$ 25,607	$ 39,000	$ 27,939	$ 45,000	$ 38,000	$ 38,000
TOTAL BUDGET	**$ 823,998**	**$ 924,172**	**$ 956,839**	**$ 1,085,290**	**$ 1,107,290**	**$ 1,107,290**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Cemetery – Summary

Department Mission:	To commemorate lives lived in surroundings of beauty and tranquility that provide comfort and inspiration to the bereaved and the public, and to provide cemetery services to all faiths at a reasonable charge.
Department Description:	Under the supervision of the Cemetery Director, the City operates White Rose Cemetery. The cemetery has an advisory board whose mission is to preserve and enhance the cemetery by maintaining park-like surroundings which offer peace and comfort to all visiting the cemetery.
2012 Accomplishments:	• Gates were installed on the fence behind the Cemetery Office • Attendance at two annual programs- the Luminary Service and the Memorial Day Service, increased again this year, approximate growth of 30%. • Continued updating information on the Cemetery's database, making corrections when needed • A replacement computer was purchased for the Cemetery Office • Landscaping was done around the Gazebo
2013 Objectives:	• Install a new, wind resistant, flag pole near the Gazebo by December 2012 • Replace all American flags to a more weather resistant fabric by Veteran's Day-November 2012 • Increase visitation by 10% by presenting the *Bartlesville Notables* Program on Cemetery grounds in October, 2012 • Continue to beautify Cemetery grounds by creating a Landscaping Plan to include the Cemetery entrance and the area around the new Bell Tower • Open Blocks 10 and 11 in the new McCaleb addition to the public by end of fiscal year 2013 • Increase Cemetery lot sales by 10% by end of fiscal year • Create a new position, Cemetery Grounds Keeper, by August 1, 2012

CITY OF BARTLESVILLE

2012-13 Operating Budget
General Fund – Cemetery – Summary
(continued)

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

FUND 101 GENERAL
DEPT 174 CEMETERY

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$53,578	$61,473	$60,972	$62,323	$62,323

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Cemetery – Line Item Detail

PERSONNEL SERVICES	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 REQUEST***	***CITY MGR REC***	***2012-13 APPROVED***
51110 REGULAR SALARIES	$ 30,849	$ 33,825	$ 33,046	$ 49,600	$ 34,000	$ 34,000
51130 FICA	2,355	2,563	2,524	4,193	3,000	3,000
51140 GROUP INSURANCE	6,913	7,860	7,860	5,962	5,962	5,962
51155 DC RETIREMENT	932	1,025	992	2,936	2,936	2,936
TOTAL PERSONAL SERVICES	$ 41,049	$ 45,273	$ 44,422	$ 62,691	$ 45,898	$ 45,898
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 10	$ 100	$ -	$ 100	$ 100	$ 100
52310 UTILITIES & COMMUNICATIONS	4,676	4,800	4,900	4,900	4,900	4,900
52510 OTHER SERVICES	394	1,050	500	1,075	1,075	1,075
52610 MAINT. & REPAIR SERVICE	2,565	2,725	2,725	2,725	2,725	2,725
TOTAL CONTRACTUAL SERVICES	$ 7,645	$ 8,675	$ 8,125	$ 8,800	$ 8,800	$ 8,800
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 1,211	$ 1,800	$ 2,500	$ 11,200	$ 1,200	$ 1,200
53210 JANITORIAL SUPPLIES	249	300	300	300	300	300
53310 GENERAL SUPPLIES	2,045	2,300	2,300	3,400	3,400	3,400
53410 TOOLS & EQUIPMENT	68	125	125	125	125	125
53610 MAINT. & REPAIR MATERIALS	1,311	3,000	3,200	2,600	2,600	2,600
TOTAL MATERIALS & SUPPLIES	$ 4,884	$ 7,525	$ 8,425	$ 17,625	$ 7,625	$ 7,625
TOTAL BUDGET	**$ 53,578**	**$ 61,473**	**$ 60,972**	**$ 89,116**	**$ 62,323**	**$ 62,323**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Cemetery – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 174 CEMETERY

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-11 ACTUAL NUMBER OF EMPLOYEES*	*2011-12 BUDGETED NUMBER OF EMPLOYEES*	*2011-12 ACTUAL NUMBER OF EMPLOYEES*	*2012-13 BUDGTED NUMBER OF EMPLOYEES*
Cemetery Relations	1	1	1	1
TOTAL	**1**	**1**	**1**	**1**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Community Development – Summary

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

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

2012 Accomplishments:

- Processed 18 applications for review and approval by the Metropolitan Area Planning Commission, and/or City Council/County Commission involving private development activities
- Processed 20 applications for City or County Board of Adjustment review involving private development activities
- Processed 25 applications for Design Review Approval in the Downtown Redevelopment District involving private development activities
- Completed review of the 2010 Census data for redistricting of the five wards within the City of Bartlesville and reported findings to the City Manager for City Council consideration
- Prepared and received Council approval on the creation of the West Bartlesville Redevelopment District based upon the approved plan adopted by Council in April of 2011
- Participated with Bring It Home Oklahoma to promote green building practices as a voluntary program in the community

CITY OF BARTLESVILLE

2012-13 Operating Budget
General Fund – Community Development – Summary
(continued)

2013 Objectives:

- Continue to support private development activity in the community by processing applications for same through required board for approval
- Continue to support the Downtown Redevelopment Project by administering the Design Review Process for new private improvements
- Seek opportunities to promote development within the West Bartlesville Redevelopment District in accordance with the adopted Redevelopment Plan
- Continue to seek efficiencies in the development review process through the use of web-based online services
- Continue to educate the development community and promote energy conservation building practices in site development

Budget Highlights:

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

FUND 101 GENERAL
DEPT 180 COMMUNITY DEVELOPMENT

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$337,234	$353,260	$349,230	$348,036	$348,036

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Community Development – Line Item Detail

PERSONNEL SERVICES	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 REQUEST***	***CITY MGR REC***	***2012-13 APPROVED***
51110 REGULAR SALARIES	$ 197,460	$ 188,600	$ 187,740	$ 190,000	$ 190,000	$ 190,000
51130 FICA	14,642	14,453	14,009	15,000	15,000	15,000
51140 GROUP INSURANCE	28,046	23,579	25,194	17,886	17,886	17,886
51150 DB RETIREMENT	35,782	42,128	42,017	44,000	44,000	44,000
TOTAL PERSONAL SERVICES	$ 275,930	$ 268,760	$ 268,960	$ 266,886	$ 266,886	$ 266,886
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 1,339	$ 3,100	$ 901	$ 6,350	$ 6,350	$ 6,350
52210 FINANCIAL SERVICES	540	-	-	-	-	-
52310 UTILITIES & COMMUNICATIONS	1,169	1,200	3,024	1,200	1,200	1,200
52410 PROFESSIONAL SERVICES	-	-	-	20,000	17,500	17,500
52510 OTHER SERVICES	52,121	70,000	70,000	70,000	50,000	50,000
52610 MAINT. & REPAIR SERVICE	43	500	-	500	500	500
TOTAL CONTRACTUAL SERVICES	$ 55,212	$ 74,800	$ 73,925	$ 98,050	$ 75,550	$ 75,550
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 960	$ 4,800	$ 4,559	$ 4,800	$ 3,800	$ 3,800
53310 GENERAL SUPPLIES	4,626	4,700	1,450	1,600	1,600	1,600
53410 TOOLS & EQUIPMENT	-	100	-	100	100	100
53510 FUEL	303	-	-	-	-	-
53610 MAINT. & REPAIR MATERIALS	203	100	336	100	100	100
TOTAL MATERIALS & SUPPLIES	$ 6,092	$ 9,700	$ 6,345	$ 6,600	$ 5,600	$ 5,600
TOTAL BUDGET	**$ 337,234**	**$ 353,260**	**$ 349,230**	**$ 371,536**	**$ 348,036**	**$ 348,036**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Community Development – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 180 COMMUNITY DEVELOPMENT

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-11 ACTUAL NUMBER OF EMPLOYEES*	*2011-12 BUDGETED NUMBER OF EMPLOYEES*	*2011-12 ACTUAL NUMBER OF EMPLOYEES*	*2012-13 BUDGTED NUMBER OF EMPLOYEES*
Community Dev Director	1	1	1	1
Asst.Planner	2	0	0	0
Administrative Assistant	1	1	1	1
Planning and Zoning Administrator	0	1	1	1
TOTAL	**4**	**3**	**3**	**3**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Tech Services – Summary

Department Mission:	To provide timely support for all of the City's hardware and software systems. Advise and assist in the procurement of hardware and software. To maintain the security of City's networking infrastructure and systems.
Department Description:	The Technical Services department provides support and assistance in the operation and maintenance of the City's computer and telephone systems. This department assists in problem solving for applications that are on the systems. Its responsibilities also include computer training and maintaining the wired and wireless network and security cams and systems.
2012 Accomplishments:	• New Madison Water Tank Wireless installed • Built two Virtual Server Environments for City and Water Plant hosting over 11 servers • Built SAN environment and started to move servers and files • Built Active Directory Domain • Setup and moved Dispatch to new location • Upgraded and built GroupWise, Sleuth, Windows 2008, BackupExec Servers and Software • Setup Pools with Video, Networks, VOIP and PC's • City Council video stream upgrade
2013 Objectives:	• Finish out Active Directory Domain and integrate PC and Network security • Move all main wireless backbones to City Center from PB • Upgrade to GroupWise 2012 • Install and configure 40 PD mobile units • Move all Servers and Desktops to new virtual servers • Assist in Water AMR system build • Continue build out and support of City Wireless WAN

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

FUND 101 GENERAL
DEPT 185 TECH SERVICES

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$50,900	$47,250	$47,552	$158,750	$158,750

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Tech Services – Line Item Detail

CONTRACTUAL SERVICES	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 REQUEST***	***CITY MGR REC***	***2012-13 APPROVED***
52310 UTILITIES & COMMUNICATIONS	$ 6,168	$ 9,100	$ 8,568	$ 9,300	$ 9,300	$ 9,300
52410 PROFESSIONAL SERVICES	22,570	30,550	26,955	53,250	103,250	103,250
52510 OTHER SERVICES	1,717	7,100	864	8,700	8,700	8,700
52610 MAINT. & REPAIR SERVICE	-	-	-	25,000	25,000	25,000
TOTAL CONTRACTUAL SERVICES	$ 30,455	$ 46,750	$ 36,387	$ 96,250	$ 146,250	$ 146,250
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 471	$ 500	$ 10,700	$ 500	$ 12,500	$ 12,500
53310 GENERAL SUPPLIES	4,408	-	378	-	-	-
53410 TOOLS & EQUIPMENT	6	-	57	-	-	-
53610 MAINT. & REPAIR MATERIALS	-	-	30	-	-	-
TOTAL MATERIALS & SUPPLIES	$ 4,885	$ 500	$ 11,165	$ 500	$ 12,500	$ 12,500
CAPITAL OUTLAY						
55950 OFFICE EQUIP & FURNISH	$ 15,560	$ -	$ -	$ -	$ -	$ -
TOTAL CAPITAL OUTLAY	$ 15,560	$ -	$ -	$ -	$ -	$ -
TOTAL BUDGET	**$ 50,900**	**$ 47,250**	**$ 47,552**	**$ 96,750**	**$ 158,750**	**$ 158,750**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Engineering – Summary

Department Mission:	To maintain infrastructure records of the City. To provide engineering support including planning, project design, management, land survey, construction inspection, and geographic information services to all departments. To assist with short and long term capital improvement planning and implementation.
Department Description:	The Engineering department prepares plans for and performs construction inspection services for public improvements. It is also responsible for traffic engineering services, capital improvements, 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.
2012 Accomplishments:	• Performed detailed designs and project management for 10 capital improvement and planning projects • Maintained GIS website information which averages approximately 14,000 hits per month • Managed floodplain development and drainage complaints. Received 6 permit requests for development and investigated 8 drainage complaints • Managed the right of way and easement closing program. Currently 10 requests have been received and brought before City Council for consideration • Conducted 3 traffic studies for calming devices, stop signs or parking restrictions • Had 83% of the ½ cent projects (non-equipment or evergreen type) approved for the FY 2011-2012 designed, out for bids/under construction or completed

2013 Objectives:

- Continue to support other departments and infrastructure projects with engineering design, surveys and project management
- Have 80% of the current capital improvement and bond projects out for bids or under construction within the fiscal year they are approved

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

FUND 101 GENERAL
DEPT 190 ENGINEERING

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$448,763	$533,178	$449,755	$552,828	$552,828

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Engineering – Line Item Detail

PERSONNEL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
51110 REGULAR SALARIES	$ 310,782	$ 360,130	$ 302,207	$ 388,993	$ 365,000	$ 365,000
51130 FICA	21,807	27,521	21,146	29,835	28,000	28,000
51140 GROUP INSURANCE	29,660	54,265	30,167	53,658	53,658	53,658
51150 DB RETIREMENT	46,374	60,231	64,845	63,000	63,000	63,000
51155 DC RETIREMENT	2,231	2,988	1,362	7,440	6,000	6,000
51170 WORKER'S COMPENSATION	-	218	218	1,595	1,595	1,595
TOTAL PERSONAL SERVICES	$ 410,854	$ 505,353	$ 419,945	$ 544,521	$ 517,253	$ 517,253
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 5,907	$ 3,500	$ 2,647	$ 7,350	$ 6,350	$ 6,350
52310 UTILITIES & COMMUNICATIONS	3,539	3,600	6,236	4,250	4,250	4,250
52410 PROFESSIONAL SERVICES	2,340	8,500	7,500	8,500	8,500	8,500
52510 OTHER SERVICES	1,872	3,750	3,120	3,750	3,750	3,750
52610 MAINT. & REPAIR SERVICE	-	500	-	500	500	500
52710 OPERATIONAL SERVICES	702	725	-	725	725	725
TOTAL CONTRACTUAL SERVICES	$ 14,360	$ 20,575	$ 19,503	$ 25,075	$ 24,075	$ 24,075
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 1,132	$ 1,500	$ 800	$ 1,000	$ 1,000	$ 1,000
53310 GENERAL SUPPLIES	16,964	1,000	1,700	1,500	1,500	1,500
53410 TOOLS & EQUIPMENT	337	-	1,500	10,750	3,250	3,250
53510 FUEL	4,387	3,750	5,144	4,750	4,750	4,750
53610 MAINT. & REPAIR MATERIALS	729	1,000	1,163	1,000	1,000	1,000
TOTAL MATERIALS & SUPPLIES	$ 23,549	$ 7,250	$ 10,307	$ 19,000	$ 11,500	$ 11,500
TOTAL BUDGET	**$ 448,763**	**$ 533,178**	**$ 449,755**	**$ 588,596**	**$ 552,828**	**$ 552,828**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Engineering – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 190 ENGINEERING

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-11 ACTUAL NUMBER OF EMPLOYEES*	*2011-12 BUDGETED NUMBER OF EMPLOYEES*	*2011-12 ACTUAL NUMBER OF EMPLOYEES*	*2012-13 BUDGTED NUMBER OF EMPLOYEES*
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
TOTAL	**9**	**9**	**9**	**9**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Fleet Maintenance – Summary

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

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.

2012 Accomplishments:

- First full year of using waste oil burner to heat the shop producing a reduction of Natural Gas usage by 85%
- Reduced tow charges caused by breakdowns by 30%
- Restructured parts room operations and reduced inventory by 40%
- Continued to reduce unit down time while increasing both cost effective repairs and reliability

2013 Objectives:

- Continue implementing cost saving strategies
- Implement internal training to aide in effective coverage during employee vacation
- Continue to reduce costs associated with breakdowns and tow charges
- Increase customer satisfaction

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

FUND 101 GENERAL
DEPT 195 FLEET MAINTENANCE

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$405,869	$382,263	$382,263	$342,020	$342,020

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Fleet Maintenance – Line Item Detail

PERSONNEL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
51110 REGULAR SALARIES	$ 216,499	$ 219,350	$ 227,185	$ 206,835	$ 206,835	$ 206,835
51120 OVERTIME	163	-	-	-	-	-
51130 FICA	15,535	16,810	16,383	16,218	16,218	16,218
51140 GROUP INSURANCE	39,117	31,439	31,440	23,848	23,848	23,848
51150 DB RETIREMENT	21,558	23,883	29,478	25,655	25,655	25,655
51155 DC RETIREMENT	3,897	4,715	4,143	6,000	6,000	6,000
51170 WORKER'S COMPENSATION	49,321	18,850	18,850	2,248	2,248	2,248
TOTAL PERSONAL SERVICES	$ 346,090	$ 315,047	$ 327,479	$ 280,804	$ 280,804	$ 280,804
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 1,859	$ 3,000	$ 3,000	$ 3,000	$ 3,000	$ 3,000
52210 FINANCIAL SERVICES	31	-	-	-	-	-
52310 UTILITIES & COMMUNICATIONS	11,154	16,286	9,656	16,286	12,286	12,286
52510 OTHER SERVICES	3,080	3,367	3,367	3,367	3,367	3,367
52610 MAINT. & REPAIR SERVICE	6,937	3,000	5,269	3,000	3,000	3,000
TOTAL CONTRACTUAL SERVICES	$ 23,061	$ 25,653	$ 21,292	$ 25,653	$ 21,653	$ 21,653
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 817	$ 500	$ 1,382	$ 500	$ 500	$ 500
53210 JANITORIAL SUPPLIES	545	700	700	700	700	700
53310 GENERAL SUPPLIES	4,609	2,800	2,800	2,800	2,800	2,800
53410 TOOLS & EQUIPMENT	2,786	4,599	4,599	4,599	4,599	4,599
53510 FUEL	1,484	2,964	1,632	2,964	2,964	2,964
53610 MAINT. & REPAIR MATERIALS	26,477	30,000	22,379	30,000	28,000	28,000
53910 INVENTORY ADJUSTMENT	-	-	-	-	-	-
TOTAL MATERIALS & SUPPLIES	$ 36,718	$ 41,563	$ 33,492	$ 41,563	$ 39,563	$ 39,563
TOTAL BUDGET	**$ 405,869**	**$ 382,263**	**$ 382,263**	**$ 348,020**	**$ 342,020**	**$ 342,020**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Fleet Maintenance – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 195 FLEET MAINTENANCE

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-11 ACTUAL NUMBER OF EMPLOYEES*	*2011-12 BUDGETED NUMBER OF EMPLOYEES*	*2011-12 ACTUAL NUMBER OF EMPLOYEES*	*2012-13 BUDGTED NUMBER OF EMPLOYEES*
Municipal Garage Supervisor	1	1	1	1
Parts Supervisor	0.5	0.5	0	0
Senior Vehicle Mechanic	3	3	3	3
TOTAL	**4.5**	**4.5**	**4**	**4**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Fire – Summary

Department Mission:	To provide fire prevention, fire suppression, other fire related services, first responder emergency medical services, and hazardous materials incident control to the City and surrounding areas in a timely manner.
Department Description:	The Fire Department is engaged in the prevention and suppression of fires for the City. It also provides emergency medical service for life threatening situations and responds to hazardous materials incidents. The Department conducts fire code inspections and investigates suspicious fires in cooperation with the Police Department. It serves the immediate surrounding rural area on a fee basis and assists other nearby fire departments on request for mutual aid.
2012 Accomplishments:	• Training hours were increased by 18% with a goal of 35% • Pre-Plans were increased by 72% with a goal of 50% • The "Fire Command" course was completed by all personnel • Completed implementing the accounting system • The department is about 35% complete in upgrading our self-contained breathing apparatus to 4500 psig
2013 Objectives:	• Increase training hours by 20% or more over 2012 • Increase preplans by 50% or more over 2012 • Working in conjunction with various citizen's groups, install 2,000 10-year smoke alarms in the City • Continue to upgrade the self-contained breathing apparatus to reach approximately 65% complete

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

FUND 101 GENERAL
DEPT 250 FIRE

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$4,585,071	$5,143,992	$4,940,001	$4,947,214	$4,947,214

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Fire – Line Item Detail

PERSONNEL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
51110 REGULAR SALARIES	$ 2,864,254	$ 3,116,287	$ 2,979,195	$ 3,069,000	$ 3,069,000	$ 3,069,000
51120 OVERTIME	378,195	438,700	413,820	434,000	434,000	434,000
51130 FICA	39,828	47,253	42,463	55,000	55,000	55,000
51140 GROUP INSURANCE	581,585	645,260	628,040	538,483	538,483	538,483
51150 DB RETIREMENT	10,607	9,533	9,461	10,000	10,000	10,000
51160 PENSION	395,764	454,383	420,532	485,000	451,000	451,000
51170 WORKER'S COMPENSATION	49,838	66,160	66,160	16,565	16,565	16,565
TOTAL PERSONNEL SERVICES	$ 4,320,071	$ 4,777,576	$ 4,559,671	$ 4,608,048	$ 4,574,048	$ 4,574,048
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 52,517	$ 59,925	$ 71,717	$ 76,400	$ 76,400	$ 76,400
52210 FINANCIAL SERVICES	163	-	-	-	-	-
52310 UTILITIES & COMMUNICATIONS	31,842	39,890	37,103	41,150	39,150	39,150
52410 PROFESSIONAL SERVICES	-	4,000	4,500	5,000	5,000	5,000
52510 OTHER SERVICES	4,730	5,300	5,500	5,400	5,400	5,400
52610 MAINT. & REPAIR SERVICE	9,949	23,773	21,250	22,536	22,536	22,536
TOTAL CONTRACTUAL SERVICES	$ 99,201	$ 132,888	$ 140,070	$ 150,486	$ 148,486	$ 148,486
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 3,277	$ 1,300	$ 1,150	$ 7,200	$ 1,200	$ 1,200
53210 JANITORIAL SUPPLIES	10,827	10,700	9,950	11,100	11,100	11,100
53310 GENERAL SUPPLIES	70,747	144,678	154,280	132,260	132,260	132,260
53410 TOOLS & EQUIPMENT	4,305	6,750	6,560	600	600	600
53510 FUEL	27,292	37,100	33,320	44,520	44,520	44,520
53610 MAINT. & REPAIR MATERIALS	49,351	33,000	35,000	35,000	35,000	35,000
TOTAL MATERIALS & SUPPLIES	$ 165,799	$ 233,528	$ 240,260	$ 230,680	$ 224,680	$ 224,680
TOTAL BUDGET	**$ 4,585,071**	**$ 5,143,992**	**$ 4,940,001**	**$ 4,989,214**	**$ 4,947,214**	**$ 4,947,214**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Fire – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 250 FIRE

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-11 ACTUAL NUMBER OF EMPLOYEES*	*2011-12 BUDGETED NUMBER OF EMPLOYEES*	*2011-12 ACTUAL NUMBER OF EMPLOYEES*	*2012-13 BUDGTED NUMBER OF EMPLOYEES*
Fire Chief	1	1	1	1
Assistant Chief	1	1	1	1
Training Officer	1	1	1	1
Shift Commander	3	3	3	3
Fire Captain	15	15	15	15
Fire Equipment Operator	15	15	15	15
Fire Fighter	29	33	33	33
Technical Support	1	0	0	0
Administrative Assistant	1	1	1	1
TOTAL	**67**	**70**	**70**	**70**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Police – Summary

Department Mission:	To protect and serve the citizens of Bartlesville through crime prevention, investigation, law enforcement, and detention of prisoners.
Department Description:	The Police department's primary functions are crime prevention and suppression, investigation of criminal activity, recovery of property and apprehension of offenders. Patrol activity is used for crime prevention and enforcement of traffic and other ordinances of the City. The Department operates a Criminal Investigation Division, Patrol Division, Service Division, Community Policing Division, parking enforcement, records and identification, animal control, and a detention facility.
2012 Accomplishments:	• Responded to over 27,470 calls • Made 1,544 arrests for approximately 2,516 offenses • Issued approximately 2,771 citations and warnings and 423 parking citations • Investigated approximately 634 traffic accidents • Transfer of Jail to WCSO has made the Arrest Process more efficient • Transfer of jail services to WCSO has also reduced the number of civilian employees by five • Transfer of jail services has cut down on the cities liability while inmates are in custody

2013 Objectives:

- Complete testing and evaluating in-car video and computer equipment
- Reduce property and drug crimes by utilizing special street crimes units to patrol and apprehend offenders
- Increase enforcement of traffic violations through the utilization of Digi-Ticket electronic ticketing device(s) and the Mobile Sleuth program
- Participate in programs, such as Over the Limit Under Arrest and Click it or ticket it
- Utilize grant program to start up Neighborhood Watch Programs throughout the City.

Budget Highlights:

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

FUND 101 GENERAL
DEPT 270 POLICE

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$4,456,846	$4,694,031	$4,717,888	$4,594,870	$4,594,870

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Police – Line Item Detail

PERSONNEL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
51110 REGULAR SALARIES	$ 2,708,642	$ 2,842,325	$ 2,855,241	$ 2,942,254	$ 2,902,380	$ 2,902,380
51120 OVERTIME	35,327	69,085	86,592	67,000	63,800	63,800
51130 FICA	201,513	216,173	217,371	229,150	229,150	229,150
51140 GROUP INSURANCE	475,016	463,728	463,728	393,496	393,496	393,496
51150 DB RETIREMENT	68,994	79,130	73,921	78,000	78,000	78,000
51155 DC RETIREMENT	5,695	5,228	6,262	7,000	7,000	7,000
51160 PENSION	275,740	319,185	305,732	354,800	324,000	324,000
51170 WORKER'S COMPENSATION	86,549	144,242	145,525	30,340	30,340	30,340
TOTAL PERSONNEL SERVICES	$ 3,857,476	$ 4,139,096	$ 4,154,372	$ 4,102,040	$ 4,028,166	$ 4,028,166
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 90,162	$ 77,201	$ 108,229	$ 106,500	$ 106,500	$ 106,500
52210 FINANCIAL SERVICES	1,045	1,500	1,000	1,500	1,500	1,500
52310 UTILITIES & COMMUNICATIONS	49,443	44,500	44,777	44,500	44,500	44,500
52410 PROFESSIONAL SERVICES	-	1,000	-	1,000	1,000	1,000
52510 OTHER SERVICES	220,140	149,250	122,006	90,000	90,000	90,000
52610 MAINT. & REPAIR SERVICE	22,341	39,660	20,639	56,000	36,000	36,000
52810 INSURANCE & BONDS	240	500	512	500	500	500
TOTAL CONTRACTUAL SERVICES	$ 383,371	$ 313,611	$ 297,163	$ 300,000	$ 280,000	$ 280,000
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 7,302	$ 10,060	$ 6,230	$ 10,060	$ 8,060	$ 8,060
53210 JANITORIAL SUPPLIES	2,804	3,500	2,538	3,500	3,500	3,500
53310 GENERAL SUPPLIES	43,206	53,036	79,226	94,036	84,036	84,036
53410 TOOLS & EQUIPMENT	(10,239)	30,370	-	20,750	5,750	5,750
53510 FUEL	116,303	119,000	142,500	150,000	150,000	150,000
53610 MAINT. & REPAIR MATERIALS	46,623	25,358	35,859	25,358	35,358	35,358
TOTAL MATERIALS & SUPPLIES	$ 205,999	$ 241,324	$ 266,353	$ 303,704	$ 286,704	$ 286,704

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Police – Line Item Detail

(continued)

CAPITAL OUTLAY	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
55960 VEHICLES & EQUIPMENT	$ 10,000			$ 140,000	$ -	$ -
TOTAL CAPITAL OUTLAY	$ 10,000	$ -	$ -	$ 140,000	$ -	$ -
TOTAL BUDGET	**$ 4,456,846**	**$ 4,694,031**	**$ 4,717,888**	**$ 4,845,744**	**$ 4,594,870**	**$ 4,594,870**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Police – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 270 POLICE

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-11 ACTUAL NUMBER OF EMPLOYEES*	*2011-12 BUDGETED NUMBER OF EMPLOYEES*	*2011-12 ACTUAL NUMBER OF EMPLOYEES*	*2012-13 BUDGTED NUMBER OF EMPLOYEES*
Police Chief	1	1	1	1
Captain	3	3	2	2
Lieutenant	4	4	4	4
Sergeant	8	8	9	9
Detective	7	5	5	6
Police Officer	31	36	36	36
Senior Administrative Assistant	2	2	2	2
Property & Evidence Tech	1	1	1	0
Administrative Assistant	1	1	1	1
Animal Control Officer	2	2	2	2
Parking Enforcement Officer	1	1	1	1
Detention Officer	5	0	0	0
Administrative Specialist	3	2	2	2
TOTAL	**69**	**66**	**66**	**66**

CITY OF BARTLESVILLE

2012-13 Operating Budget
General Fund – Street – Summary

Department Mission:	To develop, expand, and maintain the street system for the City in accordance with long range plans and to meet unanticipated short term needs.
Department Description:	The Street department is responsible for the maintenance of the City's streets, bridges, drainage structures, traffic signs, and signals. In order to keep streets drivable, the department patches potholes, maintains ditches and drainage ways, and maintains signs, signals, and traffic markings in accordance with traffic safety standards.
2012 Accomplishments:	• Concrete Replacement (Ridgecrest Ct., Meadow Lane) • Asphalt Overlay (Sheridan Rd., Vista Dr., Smysor Dr., Rice Creek Rd., Nebraska St., Spruce Ave, Shannon Ave, King Dr., Hazel Rd.) • Put up cameras for traffic detection at Tuxedo Blvd. & Washington Blvd. Intersection • Airport Drainage (West side of Sunset Golf Course) • Partnered with ABB to construct a park at the Industrial detention pond • Installed restroom at Veterans Park • Re-striped traffic markings on City roads
2013 Objectives:	• Continue with routine maintenance (asphalt, concrete, alleys, and drainage) • Overlay streets identified in Street Evaluation • Re-stripe traffic markings on arterial roads • Continue up-grading street signage • Crack seal streets for preventive maintenance • Traffic control maintenance and upgrades

CITY OF BARTLESVILLE

2012-13 Operating Budget
General Fund – Street – Summary
(continued)

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

FUND 101 GENERAL
DEPT 328 STREET

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$1,101,042	$1,196,389	$1,155,939	$1,148,986	$1,148,986

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Street – Line Item Detail

PERSONNEL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
51110 REGULAR SALARIES	$ 347,718	$ 377,200	$ 377,517	$ 410,358	$ 385,252	$ 385,252
51120 OVERTIME	7,317	10,353	2,787	11,000	11,000	11,000
51130 FICA	25,942	28,803	28,134	32,017	30,096	30,096
51140 GROUP INSURANCE	96,785	86,458	86,458	65,583	65,583	65,583
51150 DB RETIREMENT	55,975	72,775	67,179	62,000	62,000	62,000
51155 DC RETIREMENT	890	2,358	1,556	4,791	4,791	4,791
51170 WORKER'S COMPENSATION	7,531	353	353	1,175	1,175	1,175
TOTAL PERSONAL SERVICES	$ 542,158	$ 578,300	$ 563,984	$ 586,924	$ 559,897	$ 559,897
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 2,901	$ 16,830	$ 16,830	$ 16,830	$ 16,830	$ 16,830
52210 FINANCIAL SERVICES	4	-	2	-	-	-
52310 UTILITIES & COMMUNICATIONS	194,498	238,000	201,107	238,000	215,000	215,000
52510 OTHER SERVICES	2,969	6,327	2,324	6,327	6,327	6,327
52610 MAINT. & REPAIR SERVICE	5,775	20,000	6,231	20,000	15,000	15,000
TOTAL CONTRACTUAL SERVICES	$ 206,147	$ 281,157	$ 226,494	$ 281,157	$ 253,157	$ 253,157
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 283	$ 1,500	$ 160	$ 1,500	$ 500	$ 500
53210 JANITORIAL SUPPLIES	372	300	405	300	300	300
53310 GENERAL SUPPLIES	2,762	5,000	6,166	5,000	5,000	5,000
53410 TOOLS & EQUIPMENT	1,508	2,200	1,614	2,200	2,200	2,200
53510 FUEL	43,460	52,000	50,000	52,000	52,000	52,000
53610 MAINT. & REPAIR MATERIALS	304,352	275,932	307,116	275,932	275,932	275,932
TOTAL MATERIALS & SUPPLIES	$ 352,737	$ 336,932	$ 365,461	$ 336,932	$ 335,932	$ 335,932
TOTAL BUDGET	**$ 1,101,042**	**$ 1,196,389**	**$ 1,155,939**	**$ 1,205,013**	**$ 1,148,986**	**$ 1,148,986**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Street – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 328 STREET

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-11 ACTUAL NUMBER OF EMPLOYEES*	*2011-12 BUDGETED NUMBER OF EMPLOYEES*	*2011-12 ACTUAL NUMBER OF EMPLOYEES*	*2012-13 BUDGTED NUMBER OF EMPLOYEES*
Street Supervisor	1	1	1	1
Sign and Signal Tech	2	2	2	2
Equipment Operator-Crewleader	3	3	3	3
Concrete Mason	1	1	1	1
Equipment Operator	1	0	0	0
Maintence Worker	5	4	4	4
TOTAL	**13**	**11**	**11**	**11**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Library – Summary

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

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

2012 Accomplishments:

- The Library successfully launched the downloadable books service through the Overdrive subscription service. Classes were presented to teach individuals how to use their E-Readers, Kindles, and Nooks as well as downloading books. A total of 300 people attended the classes
- The change out of all lights was completed in April 2012
- Additional Book Discussion Kits were added to the collection. A total of 21 kits can now be checked out by area book clubs
- Programs were held throughout the year for both children and adults. Some of those include: Cherokee Genealogy, Fly-fishing, Model Trains, several author programs, and the annual Halloween Spooktacular for kids. Over 500 people attended these programs
- A total of 35 people are now registered with the Books @ Home Program
- Computer classes were held every Tuesday in spring to teach individuals how to use the new Windows 7 program. An average of 20 people attended each class
- Five part-time staff were accepted into the Institute of Public Librarianship and are attending certification classes

2013 Objectives:

- Increase awareness of the Library's programs and services by advertising on billboards and in newspaper ads
- Create a programming event calendar by September 2012
- Increase number of programs for adults and children by 10%
- Increase program attendance by 10% by end of fiscal year
- Continue maintenance and repair projects when needed
- Work with the Street Department to repair concrete on sidewalks and curbs by December 2012
- Work with the Maintenance Department to paint and repair interior columns, handrails and wallpaper replacement
- All certified staff will attend two continuing education events during Fiscal Year 2013

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

FUND 101 GENERAL
DEPT 421 LIBRARY

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$1,042,930	$1,188,296	$1,181,865	$1,190,278	$1,190,278

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Library – Line Item Detail

PERSONNEL SERVICES	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 REQUEST***	***CITY MGR REC***	***2012-13 APPROVED***
51110 REGULAR SALARIES	$ 588,019	$ 659,075	$ 659,075	$ 669,914	$ 669,914	$ 669,914
51130 FICA	43,222	50,430	50,430	52,146	52,146	52,146
51140 GROUP INSURANCE	89,871	94,318	94,318	71,545	71,545	71,545
51150 DB RETIREMENT	85,319	117,773	117,503	133,469	133,469	133,469
51155 DC RETIREMENT	1,840	2,050	1,989	-	-	-
51170 WORKER'S COMPENSATION	-	-	-	204	204	204
TOTAL PERSONAL SERVICES	$ 808,271	$ 923,646	$ 923,315	$ 927,278	$ 927,278	$ 927,278
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 3,050	$ 3,950	$ 3,950	$ 3,950	$ 3,950	$ 3,950
52210 FINANCIAL SERVICES	3,317	3,200	3,300	3,300	3,300	3,300
52310 UTILITIES & COMMUNICATIONS	57,746	70,000	70,000	70,000	70,000	70,000
52510 OTHER SERVICES	35,494	26,150	28,150	34,750	30,750	30,750
52610 MAINT. & REPAIR SERVICE	34,118	36,150	32,150	37,700	35,000	35,000
TOTAL CONTRACTUAL SERVICES	$ 133,725	$ 139,450	$ 137,550	$ 149,700	$ 143,000	$ 143,000
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 10,776	$ 13,900	$ 12,000	$ 13,500	$ 10,500	$ 10,500
53210 JANITORIAL SUPPLIES	3,814	6,000	6,000	6,000	6,000	6,000
53310 GENERAL SUPPLIES	73,747	82,000	82,500	86,500	83,000	83,000
53610 MAINT. & REPAIR MATERIALS	12,597	23,300	20,500	20,500	20,500	20,500
TOTAL MATERIALS & SUPPLIES	$ 100,934	$ 125,200	$ 121,000	$ 126,500	$ 120,000	$ 120,000
TOTAL BUDGET	**$ 1,042,930**	**$ 1,188,296**	**$ 1,181,865**	**$ 1,203,478**	**$ 1,190,278**	**$ 1,190,278**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Library – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 421 LIBRARY

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-11 ACTUAL NUMBER OF EMPLOYEES*	*2011-12 BUDGETED NUMBER OF EMPLOYEES*	*2011-12 ACTUAL NUMBER OF EMPLOYEES*	*2012-13 BUDGTED NUMBER OF EMPLOYEES*
Library Director	0.78	0.78	0.78	0.78
Assistant Library Director	1	1	1	1
Senior Librarian	1	1	1	1
Librarian	4	3	3	3
Literacy	0	1	1	1
Circulation Supervisor	1	1	1	1
Library Assistant	2	2	2	2
Acquisitions Clerk	1	1	1	1
Senior Administrative Assistant	1	1	1	1
Part-time Clerks-Pages	6.385	5.787	5.787	5.69
TOTAL	**18.165**	**17.567**	**17.567**	**17.47**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Museum – Summary

Department Mission:	To collect, preserve, and exhibit materials relevant to the social and natural history of the city of Bartlesville and the surrounding areas. To provide exhibits, research, and other education programs.
Department Description:	Under the supervision of the Museum Director/Curator, the Bartlesville Area History Museum is located on the fifth floor of the City Center.
2012 Accomplishments:	• Hosted 5 exhibits this fiscal year. These included *Church Exhibit, Fallen Heroes of Washington County, The County that Washington Built, Mom and Pop Exhibit*, and *Interurban.* The exhibits generated a 10% increase in Museum visitors • The multi-year Osage Exhibit Renovation Project was completed in April 2012 • Approximately 8 offsite presentations were presented by staff-an increase of 5% • A new Bartlesville History Production was created for Museum visitors • Special events were held at the Museum this fiscal year including the College High/Sooner High Reunions, Dewey High and Straight Family Reunion. The events brought an additional 200 visitors to the Museum • Assisted with photos and information for the Mural Project in downtown • Assisted Chris Wilson, Bartlesville Downtown Redevelopment, and local business owners with renovation providing photos and historical information • The Museum had 3,832 visitors this fiscal year

2013 Objectives:

- Increase programming efforts by another 10%
- Continue to increase Community awareness of the Museum's wealth of resources by using billboards and program ads
- Increase visitors to the Museum by 15% by end of fiscal year 2013
- Continue working towards completing the digitalization of the Griggs Photo Collection
- Increase school tours of Museum and Nelson Carr room by 5% by May 2013
- Begin the Cherokee and Delaware Exhibits repair/renovation project by end of fiscal year
- Work with City Maintenance personnel to paint all wall surfaces. Contract carpet cleaning and professionally clean Museum interior windows and glass surfaces by December 2012

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

FUND 101 GENERAL
DEPT 425 HISTORY MUSEUM

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$156,688	$174,960	$171,287	$169,769	$169,769

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Museum – Line Item Detail

PERSONNEL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
51110 REGULAR SALARIES	$ 101,956	$ 111,725	$ 111,663	$ 113,000	$ 113,000	$ 113,000
51120 OVERTIME	-	-	-	-	-	-
51130 FICA	7,519	8,508	8,292	9,000	9,000	9,000
51140 GROUP INSURANCE	27,653	23,579	23,580	17,886	17,886	17,886
51150 DB RETIREMENT	3,225	10,660	4,455	5,000	5,000	5,000
51155 DC RETIREMENT	2,952	1,538	3,260	4,000	4,000	4,000
51170 WORKER'S COMPENSATION	-	-	-	183	183	183
TOTAL PERSONAL SERVICES	$ 143,305	$ 156,010	$ 151,250	$ 149,069	$ 149,069	$ 149,069
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 368	$ 1,250	$ 1,250	$ 1,250	$ 1,250	$ 1,250
52410 PROFESSIONAL SERVICES	-	3,500	3,500	2,500	2,500	2,500
52510 OTHER SERVICES	574	2,000	1,800	2,000	2,000	2,000
52610 MAINT. & REPAIR SERVICE	2,117	2,500	2,487	3,000	3,000	3,000
TOTAL CONTRACTUAL SERVICES	$ 3,059	$ 9,250	$ 9,037	$ 8,750	$ 8,750	$ 8,750
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 2,037	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000
53210 JANITORIAL SUPPLIES	-	500	-	250	250	250
53310 GENERAL SUPPLIES	2,085	3,200	5,000	5,200	4,200	4,200
53610 MAINT. & REPAIR MATERIALS	6,202	4,000	4,000	7,000	5,500	5,500
TOTAL MATERIALS & SUPPLIES	$ 10,324	$ 9,700	$ 11,000	$ 14,450	$ 11,950	$ 11,950
TOTAL BUDGET	**$ 156,688**	**$ 174,960**	**$ 171,287**	**$ 172,269**	**$ 169,769**	**$ 169,769**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Museum – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 425 HISTORY MUSEUM

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-11 ACTUAL NUMBER OF EMPLOYEES*	*2011-12 BUDGETED NUMBER OF EMPLOYEES*	*2011-12 ACTUAL NUMBER OF EMPLOYEES*	*2012-13 BUDGTED NUMBER OF EMPLOYEES*
Director	0.22	0.22	0.22	0.22
Collections Manager	1	1	1	1
Registrar	1	1	1	1
Volunteer Coordinator	1	1	1	1
Education Coordinator	0.725	0.725	0.725	0.725
TOTAL	**3.945**	**3.945**	**3.945**	**3.945**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Park and Recreation – Summary

Department Mission:	To beautify and maintain the City's parks, rights-of-way, lakes and public areas. To reforest the City and control the mosquito population.
Department Description:	The Park and Recreation department is responsible for the maintenance of Pathfinder Parkway, Hudson Lake, and all City parks and playgrounds, as well as the mowing of all rights-of-way. It is also responsible for the Bartlesville Tree Program, which has as its goal the reforestation of our street rights-of-way, parks and public areas. Mosquito control is also the responsibility of this department.
2012 Accomplishments:	• Submitted and received an award for a Tree Grant from the Oklahoma Department of Transportation which will provide additional tree plantings in Veterans' Park • Constructed and opened to the public Bartlesville's first public dog park in January of 2012 • Submitted and received a grant from the Lyon Foundation in the amount of $15,000 for improvements to Cooper Dog Park • Received recognition from the State of Oklahoma for participation in the Tree City USA program for 27 years • Secured property and developed a plan for the construction of a public playground in Oak Park on the site of the former Oak Park Elementary School • With assistance from a variety of volunteer groups, various maintenance improvements were made in all of the parks • With assistance from the Oklahoma Department of Wildlife, developed a plan and received Council approval to improve Lake Hudson as a quality fishing lake • Submitted a grant application to the Oklahoma Tourism and Recreation Department Recreation Trails Program in the amount of $148,000 for improvements to Pathfinder Parkway

CITY OF BARTLESVILLE

2012-13 Operating Budget
General Fund – Park and Recreation – Summary
(continued)

2013 Objectives:

- Secure funding for and complete the construction of Oak Park Playground
- Continue to provide safe, clean and maintained park and recreation facilities to the citizens of Bartlesville within constraints of existing limited resources
- Continue to seek partnerships with other non-profit recreation associations and organizations to develop recreational opportunities for Bartlesville citizens
- Develop a plan and identify funding to develop consistent park signage throughout all parks

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

FUND 101 GENERAL
DEPT 431 PARK & RECREATION

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$773,941	$733,271	$728,949	$773,184	$773,184

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Park and Recreation – Line Item Detail

PERSONNEL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
51110 REGULAR SALARIES	$ 395,942	$ 339,275	$ 339,275	$ 413,760	$ 390,792	$ 390,792
51120 OVERTIME	851	2,153	2,153	3,000	3,000	3,000
51130 FICA	28,884	25,933	25,933	32,501	30,747	30,747
51140 GROUP INSURANCE	94,329	70,738	70,738	65,142	53,658	53,658
51150 DB RETIREMENT	69,216	73,185	73,185	80,000	80,000	80,000
51155 DC RETIREMENT	-	-	-	2,746	1,268	1,268
51170 WORKER'S COMPENSATION	24,499	23,665	23,665	12,119	12,119	12,119
TOTAL PERSONNEL SERVICES	$ 613,721	$ 534,949	$ 534,949	$ 609,268	$ 571,584	$ 571,584
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 19,096	$ 48,025	$ 48,000	$ 50,300	$ 59,900	$ 59,900
52310 UTILITIES & COMMUNICATIONS	21,507	33,197	25,500	34,220	29,500	29,500
52410 PROFESSIONAL SERVICES	4,000	4,000	-	-	-	-
52510 OTHER SERVICES	6,662	7,100	7,000	7,100	7,100	7,100
52610 MAINT. & REPAIR SERVICE	7,069	3,500	1,500	3,500	3,500	3,500
TOTAL CONTRACTUAL SERVICES	$ 58,334	$ 95,822	$ 82,000	$ 95,120	$ 100,000	$ 100,000
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 139	$ 3,000	$ 1,000	$ 3,000	$ 1,000	$ 1,000
53210 JANITORIAL SUPPLIES	5,277	3,000	4,000	4,000	4,000	4,000
53310 GENERAL SUPPLIES	18,352	28,000	28,000	28,000	25,000	25,000
53410 TOOLS & EQUIPMENT	1,425	4,000	6,000	4,000	4,000	4,000
53510 FUEL	29,048	22,000	25,000	25,000	25,000	25,000
53610 MAINT. & REPAIR MATERIALS	47,645	42,500	48,000	42,600	42,600	42,600
TOTAL MATERIALS & SUPPLIES	$ 101,886	$ 102,500	$ 112,000	$ 106,600	$ 101,600	$ 101,600

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Park and Recreation – Line Item Detail

(continued)

CAPITAL OUTLAY	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
55940 MACHINERY & EQUIPMENT	$ -	$ -	$ -	$ 28,000	$ -	$ -
TOTAL CAPITAL OUTLAY	$ -	$ -	$ -	$ 28,000	$ -	$ -
TOTAL BUDGET	**$ 773,941**	**$ 733,271**	**$ 728,949**	**$ 838,988**	**$ 773,184**	**$ 773,184**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Park and Recreation – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 431 PARK & RECREATION

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-11 ACTUAL NUMBER OF EMPLOYEES*	*2011-12 BUDGETED NUMBER OF EMPLOYEES*	*2011-12 ACTUAL NUMBER OF EMPLOYEES*	*2012-13 BUDGTED NUMBER OF EMPLOYEES*
Parks Supervisor	1	1	1	1
Equipment Operator	1	1	2	3
Pesticide Applicator	1	1	1	1
Maintenance Worker	3	3.5	2	4
1/2 Maint Worker (shared w/ Stadium)	0.5	0.5	0.5	0.5
3/4 Equip Oper (Shared w/ Water)	0.75	0.75	0.75	0
3/4 Maint Worker (shared w/ Water)	0.75	0.75	0.75	0
TOTAL	**8**	**8.5**	**8**	**9.5**

CITY OF BARTLESVILLE

2012-13 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 a recreational style aquatic facility located in Frontier Park.
2012 Accomplishments:	• N/A
2013 Objectives:	• N/A
Budget Highlights:	The swimming pools are now operated in separate enterprise funds.

FUND 101 GENERAL
DEPT 432 SWIMMING POOLS

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$85,894	$0	$0	$0	$0

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Swimming Pools – Line Item Detail

PERSONNEL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
51110 REGULAR SALARIES	$ 43,505	$ -	$ -	$ -	$ -	$ -
51130 FICA	3,328	-	-	-	-	-
TOTAL PERSONNEL SERVICES	$ 46,833	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 2,341	$ -	$ -	$ -	$ -	$ -
52210 FINANCIAL SERVICES	6	-	-	-	-	-
52310 UTILITIES & COMMUNICATIONS	7,642	-	-	-	-	-
52410 PROFESSIONAL SERVICES	1,908	-	-	-	-	-
52510 OTHER SERVICES	47	-	-	-	-	-
52610 MAINT. & REPAIR SERVICE	1,416	-	-	-	-	-
TOTAL CONTRACTUAL SERVICES	$ 13,360	$ -	$ -	$ -	$ -	$ -
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 80	$ -	$ -	$ -	$ -	$ -
53210 JANITORIAL SUPPLIES	865	-	-	-	-	-
53310 GENERAL SUPPLIES	20,769	-	-	-	-	-
53410 TOOLS & EQUIPMENT	34	-	-	-	-	-
53610 MAINT. & REPAIR MATERIALS	3,953	-	-	-	-	-
TOTAL MATERIALS & SUPPLIES	$ 25,701	$ -	$ -	$ -	$ -	$ -
TOTAL BUDGET	**$ 85,894**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Swimming Pools – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 432 SWIMMING POOLS

PERSONNEL SCHEDULE

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

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Transfers – Summary

Department Mission:	The Transfers department is not an operating department, and therefore has no mission.
Department Description:	The Transfers department is used to account for transfers out to other funds. These activities are generally non-departmental, and therefore utilize this department.
2012 Accomplishments:	N/A
2013 Objectives:	N/A
Budget Highlights:	The three transfers from the general fund that are used to subsidize the operating costs of other funds are the transfers to the E-911, Stadium Operating, and Golf Course funds. The transfer to the Health Insurance fund represents the General fund's portion of the amount necessary to establish the Health Insurance fund to be used by the City to provide for health insurance coverage when the City switches to self-insured health insurance on July 1, 2006.

FUND 101 GENERAL
DEPT 900 TRANSFERS

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$360,018	$1,149,981	$1,149,981	$1,291,181	$1,342,179

CITY OF BARTLESVILLE

2012-13 Operating Budget

General Fund – Transfers – Line Item Detail

TRANSFERS	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
59207 E 9-1-1 FUND	$ 212,908	$ 319,519	$ 319,519	$ 350,587	$ 343,119	$ 343,119
59276 DOENGES MEMORIAL STADIUM	-	7,127	7,127	47,506	43,552	43,552
59513 ADAMS GOLF COURSE	113,110	54,296	54,296	60,123	75,123	75,123
59515 SOONER POOL	-	26,000	26,000	37,313	37,313	37,313
59516 FRONTIER POOL	34,000	68,000	68,000	24,744	24,744	24,744
59663 AUTO COLLISION INSURANCE	-	100,000	100,000	-	-	-
59670 STABILIZATION RESERVE	-	575,039	575,039	784,198	767,330	818,328
59675 CAPITAL RESERVE	-	-	-	-	-	-
TOTAL TRANSFERS	$ 360,018	$ 1,149,981	$ 1,149,981	$ 1,304,471	$ 1,291,181	$ 1,342,179
TOTAL BUDGET	**$ 360,018**	**$ 1,149,981**	**$ 1,149,981**	**$ 1,304,471**	**$ 1,291,181**	**$ 1,342,179**

SPECIAL REVENUE FUNDS

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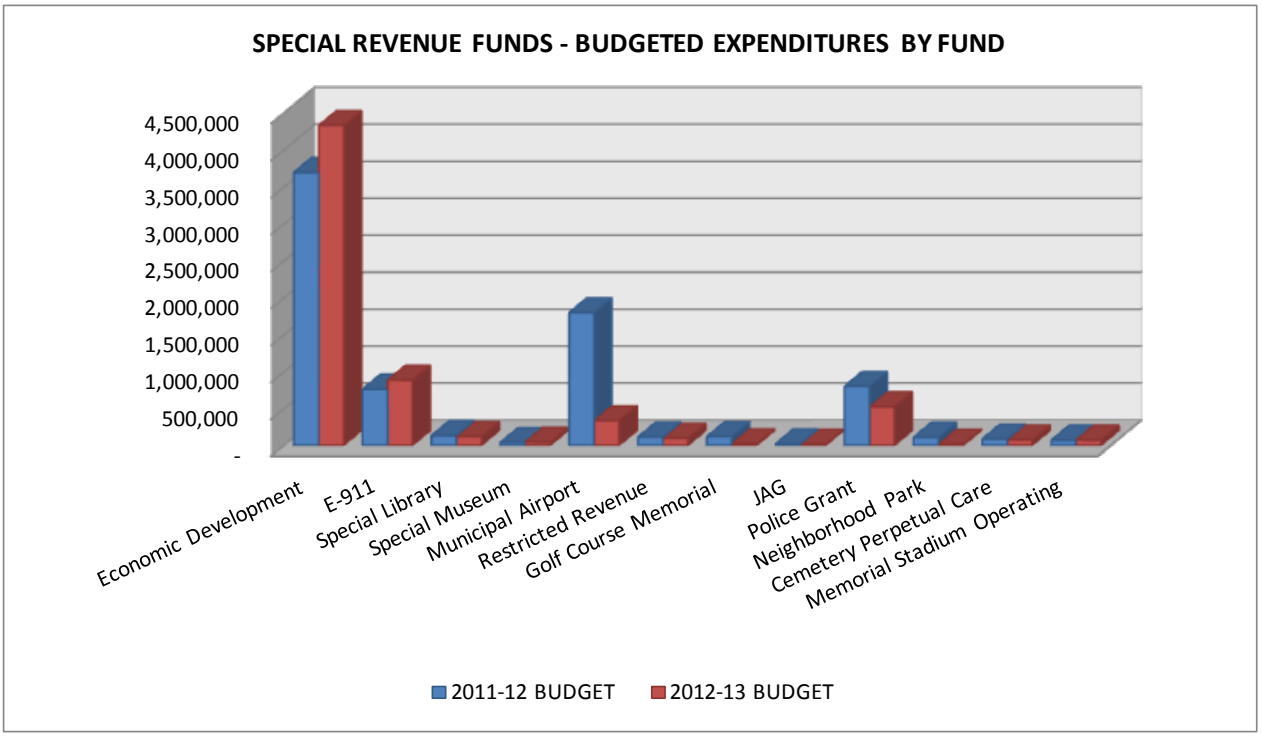
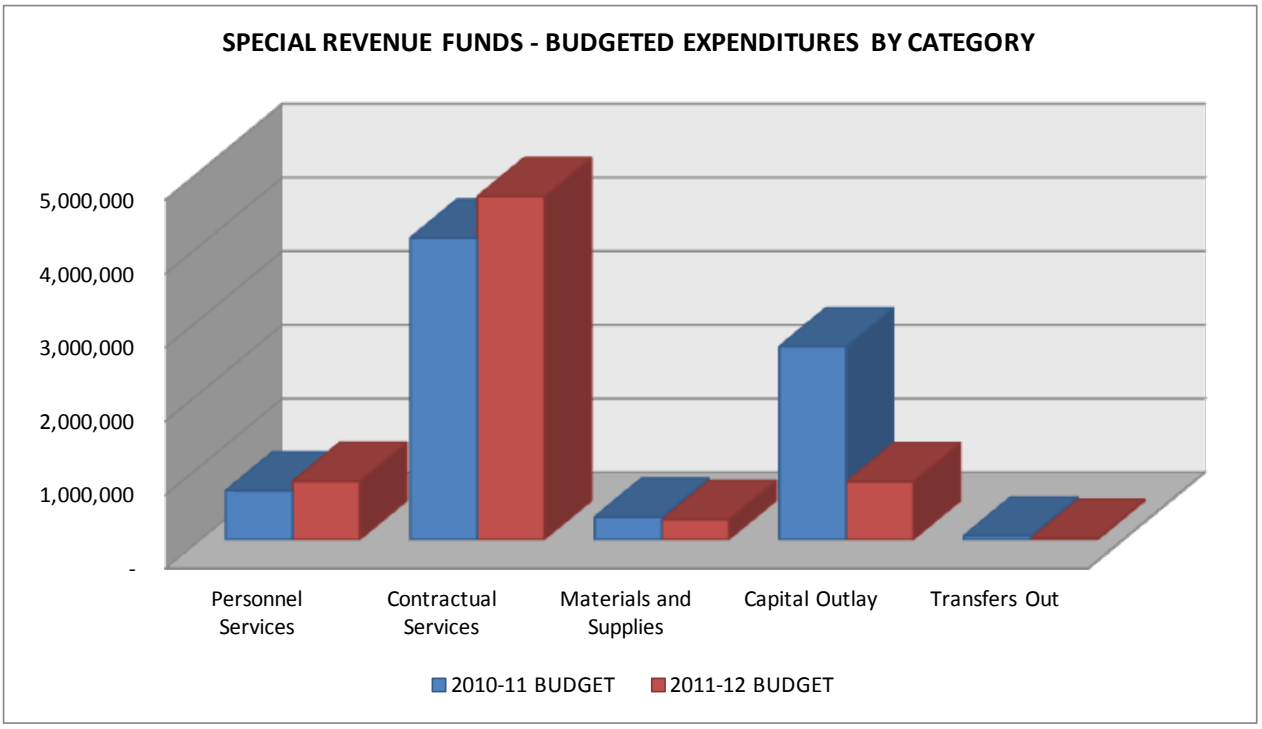
CITY OF BARTLESVILLE

2012-13 Operating Budget

Special Revenue Funds – Expenditure Graphs





CITY OF BARTLESVILLE

2012-13 Operating Budget

Special Revenue Funds – Expenditure Summary by Fund

Expenditures and Reserves

EXPENDITURES AND RESERVES BY FUND	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Economic Development	$ 1,116,489	$ 3,691,184	$ 895,000	$ 4,327,503
E-911	642,742	762,619	720,400	883,121
Special Library	153,411	133,973	133,250	121,705
Special Museum	19,696	40,443	42,043	44,751
Municipal Airport	698,801	1,797,051	1,180,842	336,690
Restricted Revenue	171,640	114,268	62,424	97,105
Golf Course Memorial	23,426	120,000	130,000	22,981
JAG	41,643	24,444	6,554	18,497
Police Grant	60,053	800,000	214,203	525,744
Neighborhood Park	51,346	110,820	51,348	18,431
Cemetery Perpetual Care	1,000	87,990	35,000	74,285
Memorial Stadium Operating	38,928	71,079	65,001	72,950
Total Expenditures and Reserves	**$ 3,019,175**	**$ 7,753,871**	**$ 3,536,065**	**$ 6,543,763**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Special Revenue Funds – Expenditure Summary by Line Item

PERSONNEL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
51110 REGULAR SALARIES	$ 468,147	$ 480,725	$ 479,883	$ 601,797	$ 601,797	$ 601,797
51120 OVERTIME	5,086	3,280	9,856	4,000	4,000	4,000
51130 FICA	34,937	36,725	36,423	47,175	47,175	47,175
51140 GROUP INSURANCE	83,434	86,458	86,458	71,545	71,545	71,545
51150 DB RETIREMENT	41,500	47,458	47,209	50,000	50,000	50,000
51155 DC RETIREMENT	10,754	9,533	11,529	17,390	17,390	17,390
TOTAL PERSONNEL SERVICES	$ 643,858	$ 664,179	$ 671,358	$ 791,907	$ 791,907	$ 791,907
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 1,911	$ 15,454	$ 15,082	$ 16,954	$ 14,900	$ 14,900
52310 UTILITIES & COMMUNICATIONS	60,672	107,418	90,876	110,418	103,350	103,350
52410 PROFESSIONAL SERVICES	318,512	254,100	49,258	175,023	175,023	175,023
52510 OTHER SERVICES	86,874	2,820,284	25,818	3,465,603	3,465,603	3,465,603
52610 MAINT. & REPAIR SERVICE	120	2,000	1,390	2,000	2,000	2,000
52710 OPERATIONAL SERVICES	895,000	895,000	895,000	895,000	895,000	895,000
52950 MISCELLANEOUS	4,107	-	-	-	-	-
TOTAL CONTRACTUAL SERVICES	$ 1,367,196	$ 4,094,256	$ 1,077,424	$ 4,664,998	$ 4,655,876	$ 4,655,876
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 5,366	$ 12,500	$ 20,410	$ 15,000	$ 14,500	$ 14,500
53210 JANITORIAL SUPPLIES	513	750	1,016	1,000	1,000	1,000
53310 GENERAL SUPPLIES	105,602	144,440	116,610	139,552	139,552	139,552
53410 TOOLS & EQUIPMENT	11,473	13,804	1,137	700	700	700
53510 FUEL	-	250	-	250	250	250
53610 MAINT. & REPAIR MATERIALS	179,205	136,268	103,391	119,005	117,205	117,205
TOTAL MATERIALS & SUPPLIES	$ 302,159	$ 308,012	$ 242,564	$ 275,507	$ 273,207	$ 273,207

CITY OF BARTLESVILLE

2012-13 Operating Budget

Special Revenue Funds – Expenditure Summary by Line Item

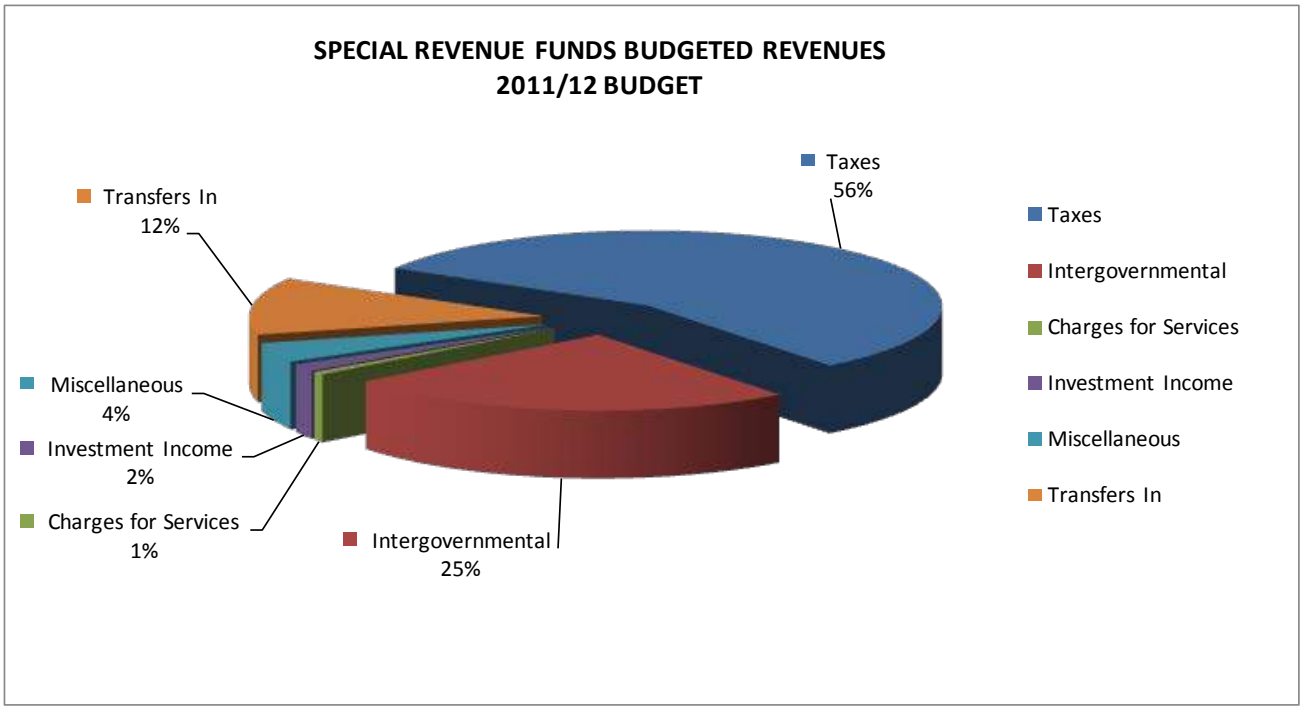
(continued)

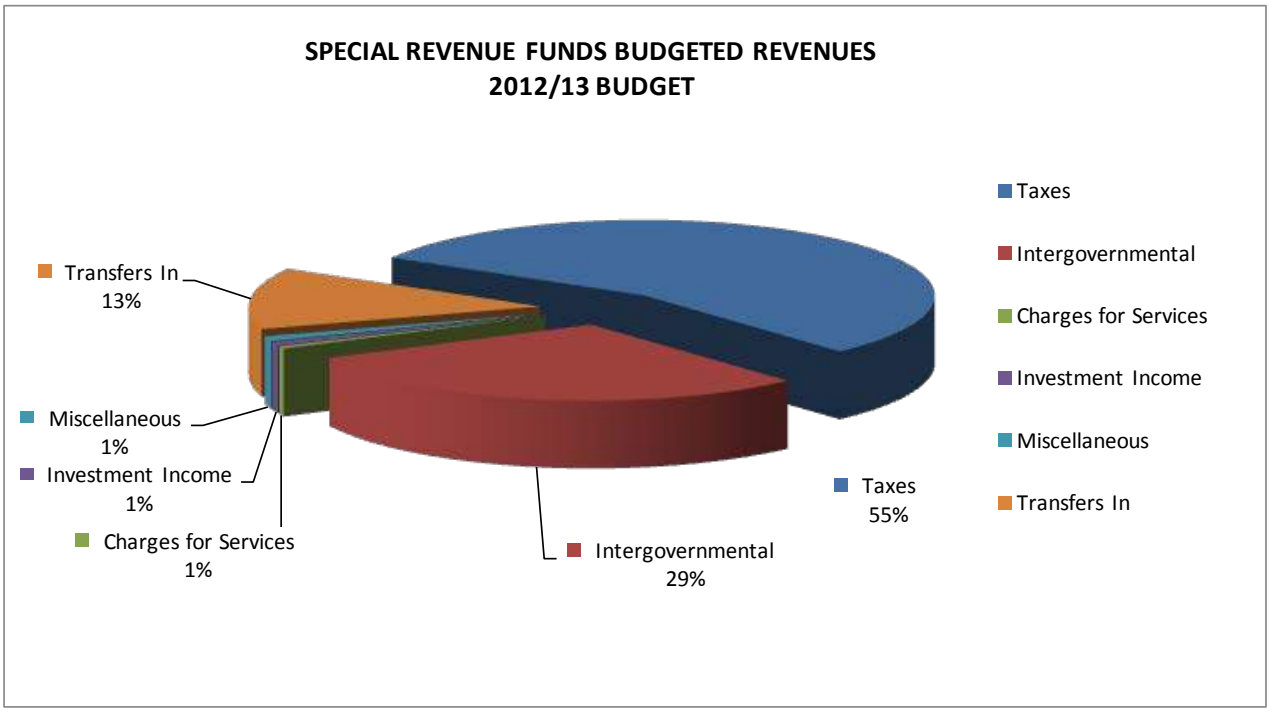
CAPITAL OUTLAY	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
55910 LAND	$ 39,439	$ -	$ 163,684	$ 22,981	$ 22,981	$ 22,981
55920 BUILDINGS & STRUCTURES	437,924	2,621,413	1,301,643	764,696	764,696	764,696
55930 OTHER IMPROVEMENTS	17,767	-	-	-	-	-
55940 MACHINERY & EQUIPMENT	-	-	28,045	-	-	-
TOTAL CAPITAL OUTLAY	$ 495,130	$ 2,621,413	$ 1,493,372	$ 787,677	$ 787,677	$ 787,677
TRANSFERS OUT						
59204 BOND FINANCING	$ 6,322	$ -	$ -	$ -	$ -	$ -
59715 BMA - WATER	51,346	51,348	51,348	18,431	18,431	18,431
TOTAL TRANSFERS	$ 57,668	$ 51,348	$ 51,348	$ 18,431	$ 18,431	$ 18,431
TOTAL BUDGET	**$ 2,866,011**	**$ 7,739,208**	**$ 3,536,066**	**$ 6,538,520**	**$ 6,527,098**	**$ 6,527,098**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Special Revenue Funds – Revenue Graphs





CITY OF BARTLESVILLE

2012-13 Operating Budget

Special Revenue Funds – Revenue Summary by Source

Revenues

REVENUE BY SOURCE		*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Sales Tax		$ 1,263,200	$ 1,272,714	$ 1,320,057	$ 1,346,459
Hotel-Motel Tax		148,884	142,500	192,119	195,900
Cigarette Tax		18,250	-	-	-
Franchise Tax		443,823	440,600	447,771	448,800
Intergovernmental		54,238	827,500	520,019	1,068,799
Charges for Services		4,218	23,500	19,729	19,600
Interest and Investment Income		65,825	53,455	41,394	30,000
Donations and Miscellaneous		392,932	139,100	215,861	38,200
Transfer In:	From BLTA	51,463	40,000	57,968	50,000
	From General	212,908	326,646	326,646	386,671
	From History Museum Trust	42,516	40,000	40,443	40,000
Fund Balance		4,650,093	3,203,491	4,182,858	3,756,592
Total Available for Appropriation		**$ 7,348,350**	**$ 6,509,506**	**$ 7,364,865**	**$ 7,381,021**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Special Revenue Funds – Personnel Summary

Personnel

PERSONNEL COUNTS BY DEPARTMENT	***2010-11 ACTUAL FTEs***	***2011-12 BUDGETED FTEs***	***2011-12 ACTUAL FTEs***	***2012-13 BUDGETED FTEs***
E-911 Fund:				
Dispatch	12	12	13	15
Special Library:				
Library	1	0	0	0
Special Museum:				
Museum	0	0.5	0.5	0.5
Memorial Stadium Operating Fund:				
Doenges Memorial Stadium	0.5	0.5	0.5	0.5
Total Expenditures	**13.5**	**13**	**14**	**16**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Economic Development Fund – Summary

Fund Mission:	To stimulate local economic development through the use of incentives and dissemination of favorable information about the local economy and culture.
Fund Description:	The Economic Development Fund was established in 1986 when the City determined that a sustained effort was necessary to stimulate and grow the local economy in light of many ups and downs related to the City's dependence upon the oil and gas industry. It is funded by a ¼% sales tax and a 2% Hotel Tax.
2012 Accomplishments:	• Logan and Company (recruited by BDC in 2011) acquired additional 30,000 sqft building in the Bartlesville Industrial Park, adding 20 employees, bringing total local employment to 30 • BDC Recruited oilfield services firm Bachman Services to the Bartlesville Industrial Park. Plans call for the construction of a new 7,200 sqft distribution center with three employees • Conducted 23 onsite visits with existing industries identifying three potential expansions • Participated in prospecting trips to Dallas, New York, Chicago and Germany • BDC responded to seven detailed requests for information, brought two incentive proposals approved by the city council • The CVB recorded 24 group tour and convention bookings in 2012, an increase of 25% over 2012 • CVB launched new logo and website

CITY OF BARTLESVILLE

2012-13 Operating Budget
Economic Development Fund – Summary
(continued)

2013 Objectives:

- Secure 50+ primary jobs through recruitment, and/or local expansions
- Facilitate two industrial construction projects in the Bartlesville Industrial Park
- Finalize land acquisition and engineering for new access road for Sunset Industrial Park
- Partner with Rogers State University on an Economic Gardening program to facilitate business expansion
- Continue to enhance CVB group tour database and develop and expand program
- Develop small market meetings strategy to draw more small business conferences and conventions

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

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$963,325	$3,691,184	$895,000	$4,327,503	$4,327,503

FUND 203 ECONOMIC DEVELOPMENT
DEPT 900 TRANSFERS

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$153,164	$0	$0	$0	$0

CITY OF BARTLESVILLE

2012-13 Operating Budget

Economic Development Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Economic Development	$ 963,325	$ 3,691,184	$ 895,000	$ 4,327,503
Transfer Out: CIP - Sales Tax	153,164	-	-	-
Total Expenditures	**$ 1,116,489**	**$ 3,691,184**	**$ 895,000**	**$ 4,327,503**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Sales Tax	$ 1,263,200	$ 1,272,714	$ 1,320,057	$ 1,346,459
Hotel-Motel Tax	148,884	142,500	192,119	195,900
Cigarette Tax	18,250	-	-	-
Interest and Investment Income	30,004	28,500	20,928	15,600
Donations and Miscellaneous	209,619	-	17,750	-
Fund Balance	1,769,841	2,247,470	2,113,690	2,769,544
Total Available for Appropriation	**$ 3,439,798**	**$ 3,691,184**	**$ 3,664,544**	**$ 4,327,503**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Economic Development Fund – Economic Development – Line Item Detail

CONTRACTUAL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
52510 OTHER SERVICES	$ 64,218	$ 2,796,184	$ -	$ 3,432,503	$ 3,432,503	$ 3,432,503
52710 OPERATIONAL SERVICES	895,000	895,000	895,000	895,000	895,000	895,000
52950 MISCELLANEOUS	4,107	-	-	-	-	-
TOTAL CONTRACTUAL SERVICES	$ 963,325	$ 3,691,184	$ 895,000	$ 4,327,503	$ 4,327,503	$ 4,327,503
TOTAL BUDGET	**$ 963,325**	**$ 3,691,184**	**$ 895,000**	**$ 4,327,503**	**$ 4,327,503**	**$ 4,327,503**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Economic Development Fund – Transfers– Line Item Detail

TRANSFERS OUT	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
59449 CIP - SALES TAX	$ 153,164	$ -	$ -	$ -	$ -	$ -
TOTAL TRANSFERS	$ 153,164	$ -	$ -	$ -	$ -	$ -
TOTAL BUDGET	**$ 153,164**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF BARTLESVILLE

2012-13 Operating Budget

E-911 Fund – Summary

Fund Mission:	To offer an enhanced E-911 service to the City of Bartlesville and surrounding areas providing dispatch assistance and coordination to all public safety entities in the area.
Fund Description:	The E-911 Fund is financed by the levy of a monthly 5% fee on the telephone customers within Bartlesville and Dewey and the Bartlesville and Dewey exchanges in Osage County and a monthly 5% fee on other Washington County telephone customers. The Bartlesville Police Department is the agency which operates the E-911 Dispatch Center for these jurisdictions.
2012 Accomplishments:	• Made transition into new dispatch facility • Upgraded to new 911 Patriot phone system and added Vela mapping giving the ability to map wireless calls • Updated Radios, antenna, and 160' tower • Oversee all dispatching for law enforcement in Washington County • Upgraded to a new internet based OLET's teletype
2013 Objectives:	• To add additional dispatchers to increase minimum personnel • Improve communication by adding additional radio repeaters to the east side of Bartlesville • Install monitoring system to allow dispatch to view all city wide IP cameras • Form a Dispatch communication committee
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

2012-13 Operating Budget
E-911 Fund – Summary
(continued)

FUND 207 E-911
DEPT 275 EMERGENCY DISPATCH

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$642,742	$748,679	$720,400	$866,456	$866,456

CITY OF BARTLESVILLE

2012-13 Operating Budget

E-911 Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Emergency Dispatch	$ 642,742	$ 748,679	$ 720,400	$ 866,456
Reserves: Compensated Absences Reserve	-	13,940	-	16,665
Total Expenditures and Reserves	**$ 642,742**	**$ 762,619**	**$ 720,400**	**$ 883,121**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
E-911 Service Tax	$ 195,067	$ 193,200	$ 186,087	$ 183,200
E-911 Wireless Fee	248,756	247,400	261,684	265,600
Charges for Services	2,400	2,400	2,400	2,400
Interest and Investment Income	226	100	664	400
Transfer In: General	212,908	319,519	319,519	343,119
Fund Balance	21,833	23,692	38,448	88,402
Total Available for Appropriation	**$ 681,190**	**$ 786,311**	**$ 808,802**	**$ 883,121**

CITY OF BARTLESVILLE

2012-13 Operating Budget

E-911 Fund – Emergency Dispatch – Line Item Detail

PERSONNEL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
51110 REGULAR SALARIES	$ 416,891	$ 458,175	$ 448,542	$ 578,738	$ 578,738	$ 578,738
51120 OVERTIME	5,086	3,280	9,856	4,000	4,000	4,000
51130 FICA	31,174	34,982	34,155	44,483	44,483	44,483
51140 GROUP INSURANCE	82,958	86,458	86,458	71,545	71,545	71,545
51150 DB RETIREMENT	33,680	44,383	44,236	46,000	46,000	46,000
51155 DC RETIREMENT	10,715	9,533	11,529	17,390	17,390	17,390
TOTAL PERSONAL SERVICES	$ 580,504	$ 636,811	$ 634,776	$ 762,156	$ 762,156	$ 762,156
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 46	$ 750	$ 582	$ 750	$ 750	$ 750
52310 UTILITIES & COMMUNICATIONS	48,923	95,418	73,389	95,418	88,350	88,350
52510 OTHER SERVICES	12,145	12,100	8,794	12,100	12,100	12,100
52610 MAINT. & REPAIR SERVICE	-	1,000	1,030	1,000	1,000	1,000
TOTAL CONTRACTUAL SERVICES	$ 61,114	$ 109,268	$ 83,795	$ 109,268	$ 102,200	$ 102,200
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 1,124	$ 2,000	$ 410	$ 2,000	$ 1,500	$ 1,500
53310 GENERAL SUPPLIES	-	500	1,420	500	500	500
53610 MAINT. & REPAIR MATERIALS	-	100	-	-	100	100
TOTAL MATERIALS & SUPPLIES	$ 1,124	$ 2,600	$ 1,829	$ 2,500	$ 2,100	$ 2,100
TOTAL BUDGET	**$ 642,742**	**$ 748,679**	**$ 720,400**	**$ 873,924**	**$ 866,456**	**$ 866,456**

CITY OF BARTLESVILLE

2012-13 Operating Budget

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

FUND 207 E-911
DEPT 275 EMERGENCY DISPATCH

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-11 ACTUAL NUMBER OF EMPLOYEES*	*2011-12 BUDGETED NUMBER OF EMPLOYEES*	*2011-12 ACTUAL NUMBER OF EMPLOYEES*	*2012-13 BUDGTED NUMBER OF EMPLOYEES*
Emergency Comm. Tech	12	12	13	15
TOTAL	**12**	**12**	**13**	**15**

CITY OF BARTLESVILLE

2012-13 Operating Budget
Special Library Fund – Summary

Fund Mission:	To provide support to the Bartlesville Public Library for items that are beyond the ability of the Library's operating budget to purchase.
Fund Description:	This fund was established to provide additional support for the operation of the Bartlesville Public Library. Grant money from the Oklahoma Dept of Libraries, funding from the Bartlesville Library Trust Authority, and donations are the principal revenues of the Special Library Fund.
2012 Accomplishments:	• The Bartlesville Library Trust Authority allocated a total of $57,976 for the purchase of materials-an increase of approximately 8% • The Oklahoma Department of Libraries Literacy Grant provided funding for a Literacy Assistant position to help with the growing program • New ESL (English as Second Language) materials were purchased. ESL Classes and Conversation Classes are held weekly with 20 participants • The annual Summer Reading Program, Battle of the Books, and the Lego's contest were funded by the Friends of the Library. Approximately 1,000 youth participated in these three program events • With grants received from the Oklahoma Department of Libraries, the Library received 8 new laptops and Literacy Services received 10 • The Library received 5 Netbooks from the Oklahoma Department of Libraries, patrons can check one out for 1 week • Through a grant from ConocoPhillips, the Library established an account with "Library Thing for Libraries". This allows patrons to review books and read reviews from other readers. The mobile application allows patrons to use their smart phones to search the library, place holds, renew books, and see upcoming events

2013 Objectives:

- Secure funding to continue with the Literacy Assistant Position
- Increase Literacy Tutor training to three sessions per fiscal year. Currently, Literacy has 32 active tutors, 88 students with 5 students waiting for tutors
- Create a programming event calendar by September 2012. Secure funding for special programs
- Increase programs and attendance by 10% by the end of the fiscal year
- Continue to use funds provided by the BLTA for a superior collection
- Replace six public computers by the end of the fiscal year
- Continue to add downloadable books for e-readers, kindles, and nooks
- Continue to work with the Oklahoma Department of Libraries on the statewide BTOP Grant to receive increased band width for the Internet, video conferencing equipment, and desktop video conferencing equipment. All equipment to be installed by June 30, 2013

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

FUND 208 SPECIAL LIBRARY
DEPT 421 LIBRARY

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$153,411	$133,250	$133,250	$121,705	$121,705

CITY OF BARTLESVILLE

2012-13 Operating Budget

Special Library Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE		*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Library		$ 153,411	$ 133,250	$ 133,250	$ 121,705
Reserves:	Compensated Absences Reserve	-	723	-	-
Total Expenditures		**$ 153,411**	**$ 133,973**	**$ 133,250**	**$ 121,705**

Revenues

REVENUE BY SOURCE		*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Intergovernmental		$ 35,299	$ 27,500	$ 41,020	$ 30,000
Interest and Investment Income		4,206	3,510	2,611	1,900
Donations and Miscellaneous		28,289	31,000	47,880	29,000
Transfer In:	From BLTA	51,463	40,000	57,968	50,000
Fund Balance		271,130	240,455	271,130	287,359
Total Available for Appropriation		**$ 390,387**	**$ 342,465**	**$ 420,609**	**$ 398,259**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Special Library Fund – Library – Line Item Detail

PERSONNEL SERVICES	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 REQUEST***	***CITY MGR REC***	***2012-13 APPROVED***
51110 REGULAR SALARIES	$ 33,289	$ -	$ 8,856	$ -	$ -	$ -
51130 FICA	2,530	-	677	-	-	-
51150 DB RETIREMENT	5,230	-	-	-	-	-
TOTAL PERSONAL SERVICES	$ 41,049	$ -	$ 9,533	$ -	$ -	$ -
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 1,865	$ 650	$ 4,500	$ 2,150	$ 2,150	$ 2,150
52510 OTHER SERVICES	2,176	3,000	4,000	4,500	4,500	4,500
TOTAL CONTRACTUAL SERVICES	$ 4,041	$ 3,650	$ 8,500	$ 6,650	$ 6,650	$ 6,650
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 3,242	$ 10,000	$ 18,000	$ 7,500	$ 7,500	$ 7,500
53310 GENERAL SUPPLIES	74,579	119,600	97,217	107,555	107,555	107,555
TOTAL MATERIALS & SUPPLIES	$ 77,821	$ 129,600	$ 115,217	$ 115,055	$ 115,055	$ 115,055
CAPITAL OUTLAY						
55920 BUILDINGS & STRUCTURES	$ 30,500	$ -	$ -	$ -	$ -	$ -
TOTAL CAPITAL OUTLAY	$ 30,500	$ -	$ -	$ -	$ -	$ -
TOTAL BUDGET	**$ 153,411**	**$ 133,250**	**$ 133,250**	**$ 121,705**	**$ 121,705**	**$ 121,705**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Special Library Fund – Library – Personnel and Capital Detail

FUND 208 SPECIAL LIBRARY
DEPT 421 LIBRARY

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-11 ACTUAL NUMBER OF EMPLOYEES*	*2011-12 BUDGETED NUMBER OF EMPLOYEES*	*2011-12 ACTUAL NUMBER OF EMPLOYEES*	*2012-13 BUDGTED NUMBER OF EMPLOYEES*
Literacy Coordinator	1	0	0	0
TOTAL	**1**	**0**	**0**	**0**

CITY OF BARTLESVILLE

2012-13 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.
2012 Accomplishments:	• Money allotted by the Bartlesville Area Museum Trust Authority extended the employment of the Museum Photo Archivist • Approximately 7,283 objects, photos, and archive materials were cataloged during a nine month period • The Osage Renovation Project was completed in February 2012 • The Museum's four billboards were rotated quarterly with historical photos of Bartlesville • City Maintenance Employees built a custom display case for the "Jody Doll"-an acquisition from the Lacemakers Guild • A new "Visitors Video" was created by Pioneer Productions and can be viewed on a large screen monitor in the Museum. The monitor was funded by the Friends of the Museum • Special events and class tours were held with approximately 572 students attending. • Five exhibits were created: two of which were displayed throughout the year

CITY OF BARTLESVILLE

2012-13 Operating Budget
Special Museum Fund – Summary
(continued)

2013 Objectives:

- Increase programs and school tours by 10% by end of fiscal year.
- Create two major exhibits during fiscal year 2013.
- Continue to digitalize the Griggs Photo Collection.
- Continue to increase awareness of the History Museum through advertising and billboards.
- Begin the Cherokee and Delaware Exhibits repair/renovation project by end of fiscal year

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

FUND 209 SPECIAL MUSEUM
DEPT 425 MUSUEM

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$19,696	$40,443	$42,043	$44,751	$44,751

CITY OF BARTLESVILLE

2012-13 Operating Budget

Special Museum Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Museum	$ 19,696	$ 40,443	$ 42,043	$ 44,751
Total Expenditures	**$ 19,696**	**$ 40,443**	**$ 42,043**	**$ 44,751**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Interest and Investment Income	$ 653	$ 500	$ 506	$ 300
Donations and Miscellaneous	12,172	-	10,252	-
Transfer In: History Musuem Trust	42,516	40,000	40,443	40,000
Fund Balance	21,416	46,333	54,563	63,721
Total Available for Appropriation	**$ 76,757**	**$ 86,833**	**$ 105,764**	**$ 104,021**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Special Museum Fund – Museum – Line Item Detail

PERSONNEL SERVICES	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 REQUEST***	***CITY MGR REC***	***2012-13 APPROVED***
51110 REGULAR SALARIES	$ 3,079	$ 9,225	$ 9,225	$ 9,059	$ 9,059	$ 9,059
51130 FICA	236	718	718	692	692	692
TOTAL PERSONAL SERVICES	$ 3,315	$ 9,943	$ 9,943	$ 9,751	$ 9,751	$ 9,751
CONTRACTUAL SERVICES						
52410 PROFESSIONAL SERVICES	$ 5,193	$ 11,000	$ 10,000	$ 13,000	$ 13,000	$ 13,000
52510 OTHER SERVICES	7,469	8,500	10,000	11,000	11,000	11,000
TOTAL CONTRACTUAL SERVICES	$ 12,662	$ 19,500	$ 20,000	$ 24,000	$ 24,000	$ 24,000
MATERIALS & SUPPLIES						
53310 GENERAL SUPPLIES	$ 3,719	$ 11,000	$ 11,000	$ 11,000	$ 11,000	$ 11,000
53610 MAINT. & REPAIR MATERIALS	-	-	1,100	-	-	-
TOTAL MATERIALS & SUPPLIES	$ 3,719	$ 11,000	$ 12,100	$ 11,000	$ 11,000	$ 11,000
TOTAL BUDGET	**$ 19,696**	**$ 40,443**	**$ 42,043**	**$ 44,751**	**$ 44,751**	**$ 44,751**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Special Museum Fund – Museum – Personnel and Capital Detail

FUND 209 SPECIAL MUSEUM
DEPT 425 MUSUEM

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-11 ACTUAL NUMBER OF EMPLOYEES*	*2011-12 BUDGETED NUMBER OF EMPLOYEES*	*2011-12 ACTUAL NUMBER OF EMPLOYEES*	*2012-13 BUDGTED NUMBER OF EMPLOYEES*
Special Projects Clerk	0	0.5	0.5	0.5
TOTAL	**0**	**0.5**	**0.5**	**0.5**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Municipal Airport Fund – Summary

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

Fund Description: The Bartlesville Municipal Airport is owned by the City but operated under contract by Conoco-Phillips Global Aviation Services. The airport is available to the public and has large hangars and t-hangars available for rent. Conoco-Phillips donates most of the operating costs to the City as Conoco-Phillips only accepts the amount collected in rent as compensation for the operations.

2012 Accomplishments:

- Completed construction of multi-unit T-Hangers (12 units)
- Completed an obstruction survey for the FAA (this will allow pursuit of a MALSR for runway 17 and possibly reduce minimums for landing)

2013 Objectives:

- Begin construction on parallel taxiway replacement along with the cross connecting taxiways
- Begin design of a MALSR to runway 17

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

FUND 240 MUNICIPAL AIRPORT
DEPT 147 AIRPORT

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$698,801	$1,797,051	$1,180,842	$336,690	$336,690

CITY OF BARTLESVILLE

2012-13 Operating Budget

Municipal Airport Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 BUDGET***
Airport	$ 698,801	$ 1,797,051	$ 1,180,842	$ 336,690
Total Expenditures	**$ 698,801**	**$ 1,797,051**	**$ 1,180,842**	**$ 336,690**

Revenues

REVENUE BY SOURCE	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 BUDGET***
Intergovernmental	$ -	$ -	$ 169,676	$ -
Interest and Investment Income	26,064	17,475	13,833	10,300
Fund Balance	2,012,185	321,497	1,323,723	326,390
Total Available for Appropriation	**$ 2,038,249**	**$ 338,972**	**$ 1,507,232**	**$ 336,690**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Municipal Airport Fund – Airport – Line Item Detail

PERSONNEL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
51110 REGULAR SALARIES	$ 2,771	$ -	$ -	$ -	$ -	$ -
51130 FICA	212	-	-	-	-	-
51140 GROUP INSURANCE	476	-	-	-	-	-
51150 DB RETIREMENT	389	-	-	-	-	-
51155 DC RETIREMENT	39	-	-		-	-
TOTAL PERSONNEL SERVICES	$ 3,887	$ -	$ -	$ -	$ -	$ -
CONTRACTUAL SERVICES						
52410 PROFESSIONAL SERVICES	$ 266,700	$ 3,100	$ 3,100	$ -	$ -	$ -
52510 OTHER SERVICES	133	-	-	-	-	-
TOTAL CONTRACTUAL SERVICES	$ 266,833	$ 3,100	$ 3,100	$ -	$ -	$ -
MATERIALS & SUPPLIES						
53310 GENERAL SUPPLIES	$ 1,985	$ -	$ -	$ -	$ -	$ -
TOTAL MATERIALS & SUPPLIES	$ 1,985	$ -	$ -	$ -	$ -	$ -
CAPITAL OUTLAY						
55930 OTHER IMPROVEMENTS	$ 417,639	$ 1,793,951	$ 1,177,742	$ 336,690	$ 336,690	$ 336,690
55940 MACHINERY & EQUIPMENT	8,457	-	-	-	-	-
TOTAL CAPITAL OUTLAY	$ 426,096	$ 1,793,951	$ 1,177,742	$ 336,690	$ 336,690	$ 336,690
TOTAL BUDGET	**$ 698,801**	**$ 1,797,051**	**$ 1,180,842**	**$ 336,690**	**$ 336,690**	**$ 336,690**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Restricted Revenue Fund – Summary

Fund Mission:	To accept restricted use revenues on behalf of operating departments and track the expenditures of these restricted funds.
Fund Description:	The Restricted Revenue fund was established several years ago to receive and disburse funds the City receives with specific purposes attached as a condition and for accounting for certain grant funds.
2012 Accomplishments:	• Purchased equipment and supplies otherwise unavailable through reduced budgetary funds • Purchased ballistic plates for special ops team • Purchased materials for Dog Park • Purchased specialized equipment for K-9 drug dogs • Aided in the relocation of the caboose to be displayed with the 941 engine
2013 Objectives:	• Funding for specialized training • Purchase materials for drug enforcement activities. • Funding for Centennial Plaza Project
Budget Highlights:	The major budgeted expenditures in this fund include equipment for the Fire and Police departments, street improvements, the Centennial Plaza project in the Park and Recreation department, and renovations to Veteran's Park and Frontier Pool.

FUND 243 RESTRICTED REVENUE
ALL DEPARTMENTS

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$ 171,640	$ 114,268	$ 62,424	$ 97,105	$ 97,105

CITY OF BARTLESVILLE

2012-13 Operating Budget

Restricted Revenue Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
General Services	$ 1,940	$ 3,399	$ 2,878	$ 630
Community Development	-	189	-	1,996
Fire	58,392	3,775	650	2,965
Police	113,873	48,565	43,735	36,229
Park and Recreation	2,324	51,109	15,161	45,168
Swimming Pools	(4,889)	4,151	-	6,042
Stadium	-	3,080	-	4,075
Total Expenditures	**$ 171,640**	**$ 114,268**	**$ 62,424**	**$ 97,105**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Donations and Miscellaneous	$ 55,001	$ -	$ 35,588	$ -
Fund Balance	230,875	108,839	123,941	97,105
Total Available for Appropriation	**$ 285,876**	**$ 108,839**	**$ 159,529**	**$ 97,105**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Restricted Revenue Fund – Expense Outlay Detail

FUND 243 SPECIAL REVENUE
ALL DEPARTMENTS

Expense Schedule

DEPARTMENT	*PROJECT NUMBER*	*DESCRIPTION*	*10/11 ACTUAL*	*11/12 BUDGET*	*11/12 ESTIMATE*	*12/13 BUDGET*
170	04037	Homeland Security	$ 1,940	$ 3,399	$ 2,878	$ 630
		Total Building Maintenance	***1,940***	***3,399***	***2,878***	***630***
180	10034	Bicycle Rodeo	-	189	-	189
180	12018	Rides for the Disabled	-	-	-	1,807
		Total Community Development	***-***	***189***	***-***	***1,996***
250	08024	Fire Station #3	-	780	650	139
250	10043	Walton Family	-	87	-	87
250	99005	Albright Fire Trust	58,392	808	-	639
250	99042	General Fire Donations	-	2,100	-	2,100
		Total Fire	***58,392***	***3,775***	***650***	***2,965***
270	10041	Cherokee Nation Gun Rack	15,777	-	-	-
270	10043	Walton Family	-	1,600	-	1,603
270	10046	SOT-Special Operations Team	-	166	4,590	974
270	11026	Cherokee Nation Radio Repeaters	-	-	-	6,020
270	11028	Drug Containers	-	-	-	7,500
270	99027	State Drug Seizures	34,151	14,751	-	-
270	99028	Federal Drug Task Force Reimbursements	53,783	29,770	28,174	17,958
270	99030	Police Reserve	383	2,278	-	1,925
270	99031	Police Explorer	759	-	1,000	249
270	99036	K9 police dog	9,020	-	9,971	-
		Total Police	***113,873***	***48,565***	***43,735***	***36,229***
431	00016	Centennial Plaza	-	38,747	-	39,536
431	10023	Bruce Goff Tower	-	623	-	622
431	10024	Dog Park Donations	-	4,909	5,238	-
431	10045	Leadership Bartlesville Class XIX Project	2,324	-	-	-
431	11013	McAlister Park	-	500	-	228
431	11027	Leadership Bartlesville Class XX Project	-	-	4,494	123

CITY OF BARTLESVILLE

2012-13 Operating Budget

Restricted Revenue Fund – Expense Outlay Detail

Expense Schedule

(continued)

DEPARTMENT	*PROJECT NUMBER*	*DESCRIPTION*	*10/11 ACTUAL*	*11/12 BUDGET*	*11/12 ESTIMATE*	*12/13 BUDGET*
431	12011	Caboose Relocation	-	5,429	5,429	-
431	99033	Sante Fe Engine Preservation	-	315	-	315
431	99037	Arutunoff Softball Fields	-	-	-	660
431	99038	Flag Football Fields	-	586	-	2,654
431	99039	MJ Lee Soccer Fields	-	-	-	250
431	99040	Robinwood Soccer Fields	-	-	-	250
431	99047	Sooner Jr	-	-	-	530
		Total Parks and Recreation	***2,324***	***51,109***	***15,161***	***45,168***
432	08029	***Frontier Park Project***	***(4,889)***	***4,151***	***-***	***6,042***
476	10026	***Stadium renovations***	***-***	***3,080***	***-***	***4,075***
TOTAL			**$ 171,640**	**$ 114,268**	**$ 62,424**	**$ 97,105**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Golf Course Memorial Fund – Summary

Fund Mission:	To receive donations and other golf revenues that are restricted for the purpose of golf course improvements and to account for the expenditure of such funds.
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.
2012 Accomplishments:	• Had a golf tournament and raised $11,300 for improvements • Received grants from Conoco Phillips for $10,000 and Lyon foundation for $110,000 • Raised additional funds from donations and green fees • Installed new scoreboard, deck, and outdoor cooking facility
2013 Objectives:	• To remodel clubhouse inside • To enclose the existing covered patio to make a new indoor meeting room and lounge • To hold another fund raiser and member appreciation day
Budget Highlights:	The major budgeted expenditures in this fund are for maintenance and repairs and a transfer to the Bond Financing fund. The transfer to the Bond Financing Fund is to reimburse that fund for an advance which enabled the balance of the renovation project to be completed in a single phase rather than phased over several years. As of July 1, 2006, the balance owed to the Bond Financing Fund is $63,000. This amount will be paid back over a few years by revenue generated from a $1.00 per round assessment on green fees and memberships.

CITY OF BARTLESVILLE

2012-13 Operating Budget
Golf Course Memorial Fund – Summary
(continued)

FUND 244 GOLF COURSE MEMORIAL
DEPT 445 GOLF COURSE

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$17,104	$120,000	$130,000	$22,981	$22,981

FUND 244 GOLF COURSE MEMORIAL
DEPT 900 TRANSFERS

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$6,322	$0	$0	$0	$0

CITY OF BARTLESVILLE

2012-13 Operating Budget

Golf Course Memorial Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Municipal Golf Course	$ 17,104	$ 120,000	$ 130,000	$ 22,981
Transfers Out: Bond Financing	6,322	-	-	-
Total Expenditures	**$ 23,426**	**$ 120,000**	**$ 130,000**	**$ 22,981**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Charges for Services	$ 109	$ 20,000	$ 15,069	$ 15,000
Interest and Investment Income	154	-	802	600
Donations and Miscellaneous	52,653	100,000	86,110	-
Fund Balance	800	71	35,400	7,381
Total Available for Appropriation	**$ 53,716**	**$ 120,071**	**$ 137,381**	**$ 22,981**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Golf Course Memorial Fund – Golf Course – Line Item Detail

CONTRACTUAL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
52410 PROFESSIONAL SERVICES	$ 4,800	$ -	$ -	$ -	$ -	$ -
52510 OTHER SERVICES	600	-	-	-	-	-
TOTAL CONTRACTUAL SERVICES	$ 5,400	$ -	$ -	$ -	$ -	$ -
MATERIALS & SUPPLIES						
53410 TOOLS & EQUIPMENT	$ 714		$ 927	$ -	$ -	$ -
53610 MAINT. & REPAIR MATERIALS	-	-	21,488		-	-
TOTAL MATERIALS & SUPPLIES	$ 714	$ -	$ 22,415	$ -	$ -	$ -
CAPITAL OUTLAY						
55920 BUILDINGS & STRUCTURES	$ 8,939	$ -	$ 13,684	$ 22,981	$ 22,981	$ 22,981
55930 OTHER IMPROVEMENTS	2,051	120,000	93,901	-	-	-
TOTAL CAPITAL OUTLAY	$ 10,990	$ 120,000	$ 107,585	$ 22,981	$ 22,981	$ 22,981
TOTAL BUDGET	**$ 17,104**	**$ 120,000**	**$ 130,000**	**$ 22,981**	**$ 22,981**	**$ 22,981**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Golf Course Memorial Fund – Transfers – Line Item Detail

TRANSFERS OUT	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
59204 BOND FINANCING	$ 6,322	$ -	$ -	$ -	$ -	$ -
TOTAL TRANSFERS	$ 6,322	$ -	$ -	$ -	$ -	$ -
TOTAL BUDGET	**$ 6,322**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF BARTLESVILLE

2012-13 Operating Budget

JAG Fund – Summary

Fund Mission:	To provide for the receipt of LLEBG and JAG grant funds and to account for the expenditure of such funds.
Fund Description:	The JAG Fund was established originally to account for the receipt and disbursement of Police grant funds associated with the Local Law Enforcement Block Grant (LLEBG). The LLEBG was discontinued and replaced by the Police JAG grant. It is anticipated that the JAG grant will also be discontinued in the near future. After the final JAG funds have been received and spent, this fund will be closed.
2012 Accomplishments:	• Purchased 15 tactical vests for Special Operations Team • Purchased three LIDAR Radio Units • Purchased one Dash Mount Unit (Raptor Moving Radar)
2013 Objectives:	• Purchase additional unit vests per upcoming JAG grant • Purchase six additional Dash Mount Radar Units
Budget Highlights:	The only budgeted expenditure in this fund is for Police department general supplies.

FUND 262 LOCAL LAW ENFORCEMENT BLOCK GRANT
DEPT 270 POLICE

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$41,643	$24,444	$6,554	$18,497	$18,497

CITY OF BARTLESVILLE

2012-13 Operating Budget

JAG Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Police	$ 41,643	$ 24,444	$ 6,554	$ 18,497
Total Expenditures	**$ 41,643**	**$ 24,444**	**$ 6,554**	**$ 18,497**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Intergovernmental	$ 18,939	$ -	$ 22,912	$ 11,621
Interest and Investment Income	556	500	264	100
Donations and Miscellaneous	9,000	-	-	-
Fund Balance	30,763	10,840	(9,846)	6,776
Total Available for Appropriation	**$ 59,258**	**$ 11,340**	**$ 13,330**	**$ 18,497**

CITY OF BARTLESVILLE

2012-13 Operating Budget

JAG Fund – Police – Line Item Detail

MATERIALS & SUPPLIES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
53310 GENERAL SUPPLIES	$ 22,525	$ 11,340	$ 6,554	$ 18,497	$ 18,497	$ 18,497
53410 TOOLS & EQUIPMENT	9,808	13,104	-	-	-	-
TOTAL MATERIALS & SUPPLIES	$ 32,333	$ 24,444	$ 6,554	$ 18,497	$ 18,497	$ 18,497
CAPITAL OUTLAY						
55940 MACHINERY & EQUIPMENT	$ 9,310	$ -	$ -	$ -	$ -	$ -
TOTAL CAPITAL OUTLAY	$ 9,310	$ -	$ -	$ -	$ -	$ -
TOTAL BUDGET	**$ 41,643**	**$ 24,444**	**$ 6,554**	**$ 18,497**	**$ 18,497**	**$ 18,497**

CITY OF BARTLESVILLE

2012-13 Operating Budget

COPS Grant Fund – Summary

Fund Mission:	To provide for the receipt COPS Grant.
Fund Description:	The COPS Grant Fund was established originally to account for the receipt and disbursement of Police grant funds associated with the COPS Grant. After the final COPS Grant funds have been received and spent, this fund will be closed.
2011 Accomplishments:	• N/A
2012 Objectives:	• To provide networking infrastructure upgrades laptop computers in patrol cars.
Budget Highlights:	The only budgeted expenditure in this fund is for Police department technology upgrades.

FUND 263 POLICE GRANT FUND
DEPT 270 POLICE

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$60,053	$800,000	$214,203	$525,744	$525,744

CITY OF BARTLESVILLE

2012-13 Operating Budget

COPS Grant Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Police	$ 60,053	$ 800,000	$ 214,203	$ 525,744
Total Expenditures	**$ 60,053**	**$ 800,000**	**$ 214,203**	**$ 525,744**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Intergovernmental	$ -	$ 800,000	$ 286,411	$ 513,589
Fund Balance	-	-	(60,053)	12,155
Total Available for Appropriation	**$ -**	**$ 800,000**	**$ 226,358**	**$ 525,744**

CITY OF BARTLESVILLE

2012-13 Operating Budget

COPS Grant Fund – Police – Line Item Detail

CONTRACTUAL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
52410 PROFESSIONAL SERVICES	$ 41,819	$ 240,000	$ 36,158	$ 162,023	$ 162,023	$ 162,023
TOTAL CONTRACTUAL SERVICES	$ 41,819	$ 240,000	$ 36,158	$ 162,023	$ 162,023	$ 162,023
CAPITAL OUTLAY						
55920 BUILDINGS & STRUCTURES	$ -	$ -	$ 150,000	$ -	$ -	$ -
55930 OTHER IMPROVEMENTS	18,234	560,000	-	363,721	363,721	363,721
55950 OFFICE EQUIP & FURNISH	-	-	28,045	-	-	-
TOTAL CAPITAL OUTLAY	$ 18,234	$ 560,000	$ 178,045	$ 363,721	$ 363,721	$ 363,721
TOTAL BUDGET	**$ 60,053**	**$ 800,000**	**$ 214,203**	**$ 525,744**	**$ 525,744**	**$ 525,744**

CITY OF BARTLESVILLE

2012-13 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.

2012 Accomplishments:

- N/A

2013 Objectives:

- N/A

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

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$0	$59,472	$0	$0	$0

FUND 271 NEIGHBORHOOD PARK
DEPT 900 TRANSFERS

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$51,346	$51,348	$51,348	$18,431	$18,431

CITY OF BARTLESVILLE

2012-13 Operating Budget

Neighborhood Park Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Park and Recreation	$ -	$ 59,472	$ -	$ -
Transfers Out: BMA - General	51,346	51,348	51,348	18,431
Total Expenditures	**$ 51,346**	**$ 110,820**	**$ 51,348**	**$ 18,431**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Interest and Investment Income	$ 1,415	$ 910	$ 346	$ -
Donations and Miscellaneous	2,175	-	5,900	-
Fund Balance	111,288	63,512	63,533	18,431
Total Available for Appropriation	**$ 114,878**	**$ 64,422**	**$ 69,779**	**$ 18,431**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Neighborhood Park Fund – Park and Recreation – Line Item Detail

CAPITAL OUTLAY	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*	*CITY MGR REC*	*2012-13 APPROVED*
55930 OTHER IMPROVEMENTS	$ -	$ 59,472	$ -	$ -	$ -	$ -
TOTAL CAPITAL OUTLAY	$ -	$ 59,472	$ -	$ -	$ -	$ -
TOTAL BUDGET	**$ -**	**$ 59,472**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Neighborhood Park Fund – Transfers – Line Item Detail

TRANSFERS OUT	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
59720 BMA - GENERAL	$ 51,346	$ 51,348	$ 51,348	$ 18,431	$ 18,431	$ 18,431
TOTAL TRANSFERS	$ 51,346	$ 51,348	$ 51,348	$ 18,431	$ 18,431	$ 18,431
TOTAL BUDGET	**$ 51,346**	**$ 51,348**	**$ 51,348**	**$ 18,431**	**$ 18,431**	**$ 18,431**

CITY OF BARTLESVILLE

2012-13 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.
2012 Accomplishments:	• The exterior corners of Blocks 10-14, McCaleb Addition, were surveyed • Contract services were secured and construction is underway for the new Bell Tower in the McCaleb Addition. This project is due for completion by June 30, 2012
2013 Objectives:	• Construction of two intersecting roads in the McCaleb Addition by December 2012 • Complete area surrounding the Bell Tower with plantings, benches, and plaque • Open McCaleb Addition to the public to increase cemetery lot sales by 10% by end of fiscal year
Budget Highlights:	The only budgeted expenditures for this fund are for various improvements to the cemetery.

FUND 274 CEMETERY PERPETUAL CARE
DEPT 174 CEMETERY

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$1,000	$87,990	$35,000	$74,285	$74,285

CITY OF BARTLESVILLE

2012-13 Operating Budget

Cemetery Perpetual Care Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Cemetery	$ 1,000	$ 87,990	$ 35,000	$ 74,285
Total Expenditures	**$ 1,000**	**$ 87,990**	**$ 35,000**	**$ 74,285**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Charges for Services	$ 1,709	$ 1,100	$ 2,260	$ 2,200
Interest and Investment Income	1,549	1,260	933	600
Donations and Miscellaneous	1,934	-	3,090	-
Fund Balance	96,011	85,630	100,202	71,485
Total Available for Appropriation	**$ 101,203**	**$ 87,990**	**$ 106,485**	**$ 74,285**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Cemetery Perpetual Care Fund – Cemetery – Line Item Detail

CONTRACTUAL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
52510 OTHER SERVICES	$ -	$ -	$ 3,000	$ 5,000	$ 5,000	$ 5,000
TOTAL CONTRACTUAL SERVICES	$ -	$ -	$ 3,000	$ 5,000	$ 5,000	$ 5,000
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 1,000	$ -	$ 2,000	$ 5,000	$ 5,000	$ 5,000
TOTAL MATERIALS & SUPPLIES	$ 1,000	$ -	$ 2,000	$ 5,000	$ 5,000	$ 5,000
CAPITAL OUTLAY						
55930 OTHER IMPROVEMENTS	$ -	$ 87,990	$ 30,000	$ 64,285	$ 64,285	$ 64,285
TOTAL CAPITAL OUTLAY	$ -	$ 87,990	$ 30,000	$ 64,285	$ 64,285	$ 64,285
TOTAL BUDGET	**$ 1,000**	**$ 87,990**	**$ 35,000**	**$ 74,285**	**$ 74,285**	**$ 74,285**

CITY OF BARTLESVILLE

2012-13 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.
2012 Accomplishments:	• Provided home field for American Legion Baseball program • Provided home field for Bruin Baseball program
2013 Objectives:	• Continue to provide excellent field maintenance for users • Continue to research other possibilities to bring more people and revenue to the stadium • Continue 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

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$38,928	$71,079	$65,001	$72,950	$72,950

CITY OF BARTLESVILLE

2012-13 Operating Budget

Memorial Stadium Operating Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Doenges Memorial Stadium	$ 38,928	$ 71,079	$ 65,001	$ 72,950
Total Expenditures	**$ 38,928**	**$ 71,079**	**$ 65,001**	**$ 72,950**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Interest and Investment Income	$ 998	$ 700	$ 507	$ 200
Donations and Miscellaneous	22,089	8,100	9,291	9,200
Transfer In: From General	-	7,127	7,127	43,552
Fund Balance	83,951	55,152	68,074	19,998
Total Available for Appropriation	**$ 107,038**	**$ 71,079**	**$ 84,999**	**$ 72,950**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Memorial Stadium Operating Fund – Stadium – Line Item Detail

PERSONNEL SERVICES	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 REQUEST***	***CITY MGR REC***	***2012-13 APPROVED***
51110 REGULAR SALARIES	$ 12,117	$ 13,325	$ 13,260	$ 14,000	$ 14,000	$ 14,000
51130 FICA	785	1,025	873	2,000	2,000	2,000
51150 DB RETIREMENT	2,201	3,075	2,973	4,000	4,000	4,000
TOTAL PERSONAL SERVICES	$ 15,103	$ 17,425	$ 17,106	$ 20,000	$ 20,000	$ 20,000
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ -	$ 14,054	$ 10,000	$ 14,054	$ 12,000	$ 12,000
52310 UTILITIES & COMMUNICATIONS	11,749	12,000	17,487	15,000	15,000	15,000
52510 OTHER SERVICES	133	500	24	500	500	500
52610 MAINT. & REPAIR SERVICE	120	1,000	360	1,000	1,000	1,000
TOTAL CONTRACTUAL SERVICES	$ 12,002	$ 27,554	$ 27,871	$ 30,554	$ 28,500	$ 28,500
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ -	$ 500		$ 500	$ 500	$ 500
53210 JANITORIAL SUPPLIES	513	750	1,016	1,000	1,000	1,000
53310 GENERAL SUPPLIES	2,794	2,000	419	2,000	2,000	2,000
53410 TOOLS & EQUIPMENT	951	700	210	700	700	700
53510 FUEL	-	250		250	250	250
53610 MAINT. & REPAIR MATERIALS	7,565	21,900	18,379	21,900	20,000	20,000
TOTAL MATERIALS & SUPPLIES	$ 11,823	$ 26,100	$ 20,024	$ 26,350	$ 24,450	$ 24,450
TOTAL BUDGET	**$ 38,928**	**$ 71,079**	**$ 65,001**	**$ 76,904**	**$ 72,950**	**$ 72,950**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Memorial Stadium Operating Fund – Stadium – Personnel and Capital Detail

FUND 276 MEMORIAL STADIUM OPERATING
DEPT 476 DOENGES MEMORIAL STADIUM

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-11 ACTUAL NUMBER OF EMPLOYEES*	*2011-12 BUDGETED NUMBER OF EMPLOYEES*	*2011-12 ACTUAL NUMBER OF EMPLOYEES*	*2012-13 BUDGTED NUMBER OF EMPLOYEES*
Maintenance Worker	0.5	0.5	0.5	0.5
TOTAL	**0.5**	**0.5**	**0.5**	**0.5**

DEBT SERVICE FUND

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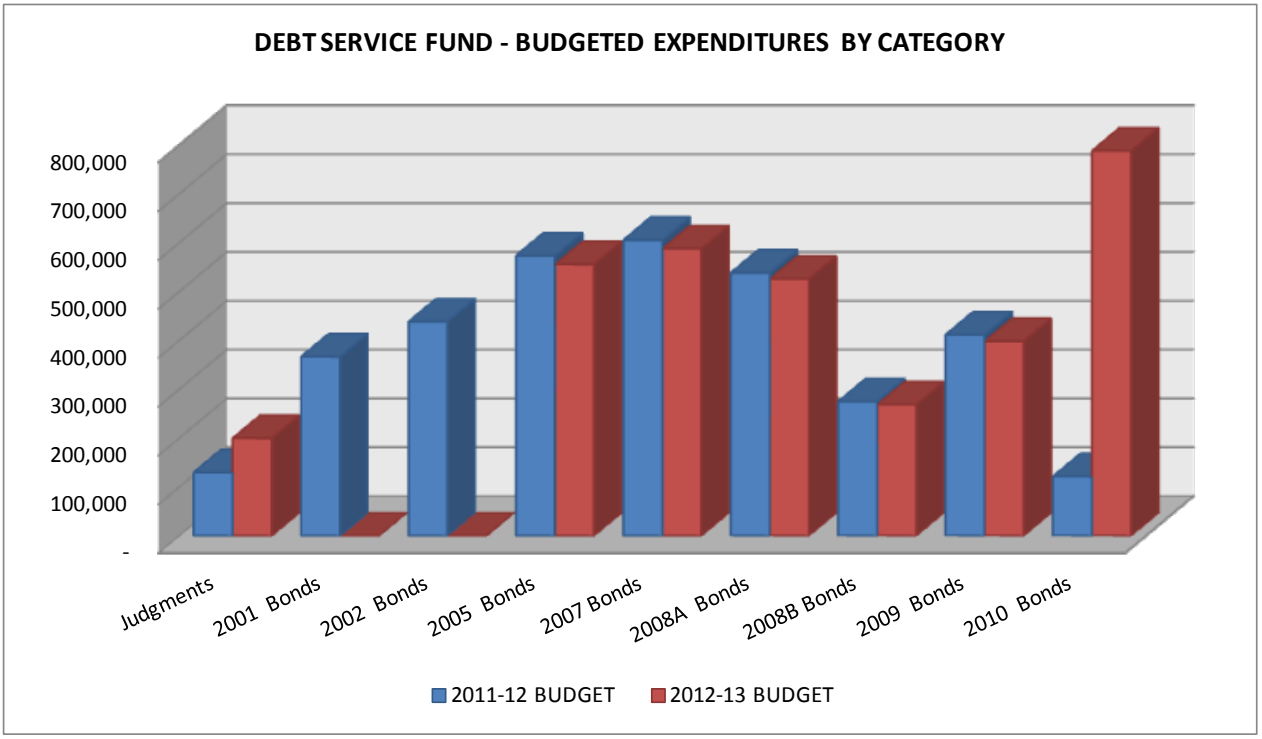
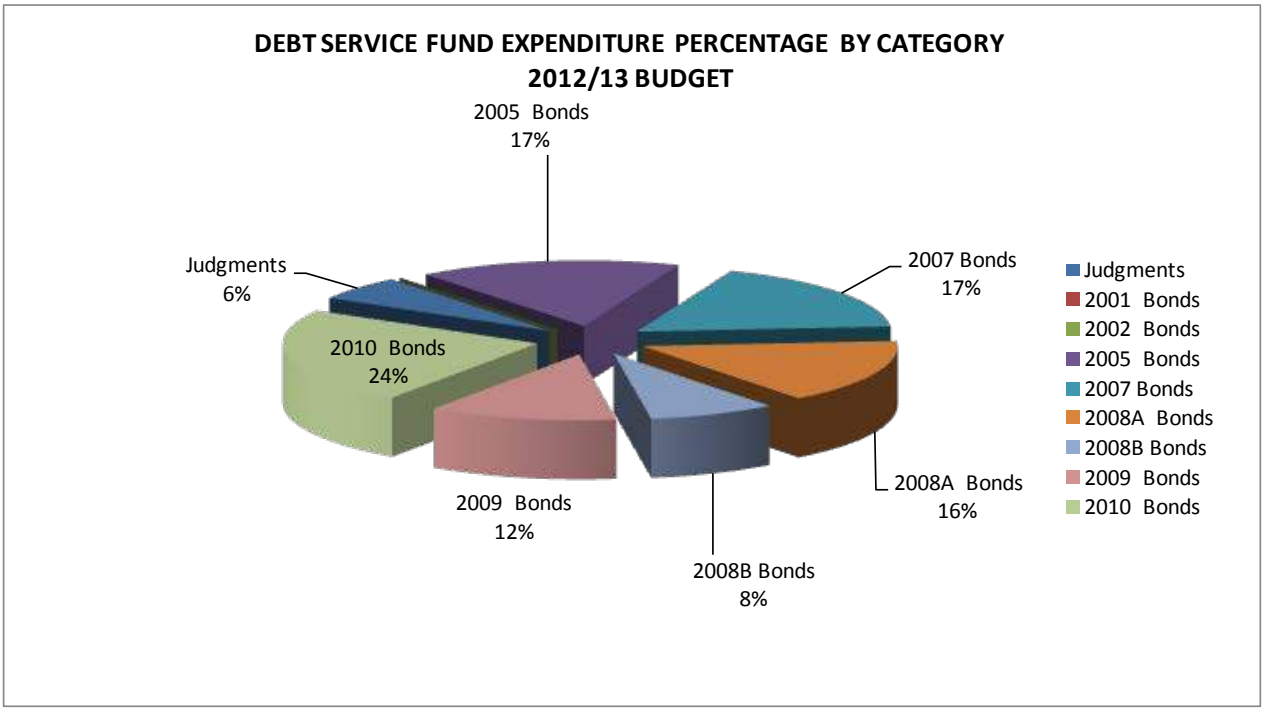
CITY OF BARTLESVILLE

2012-13 Operating Budget

Debt Service Fund – Expenditure Graphs

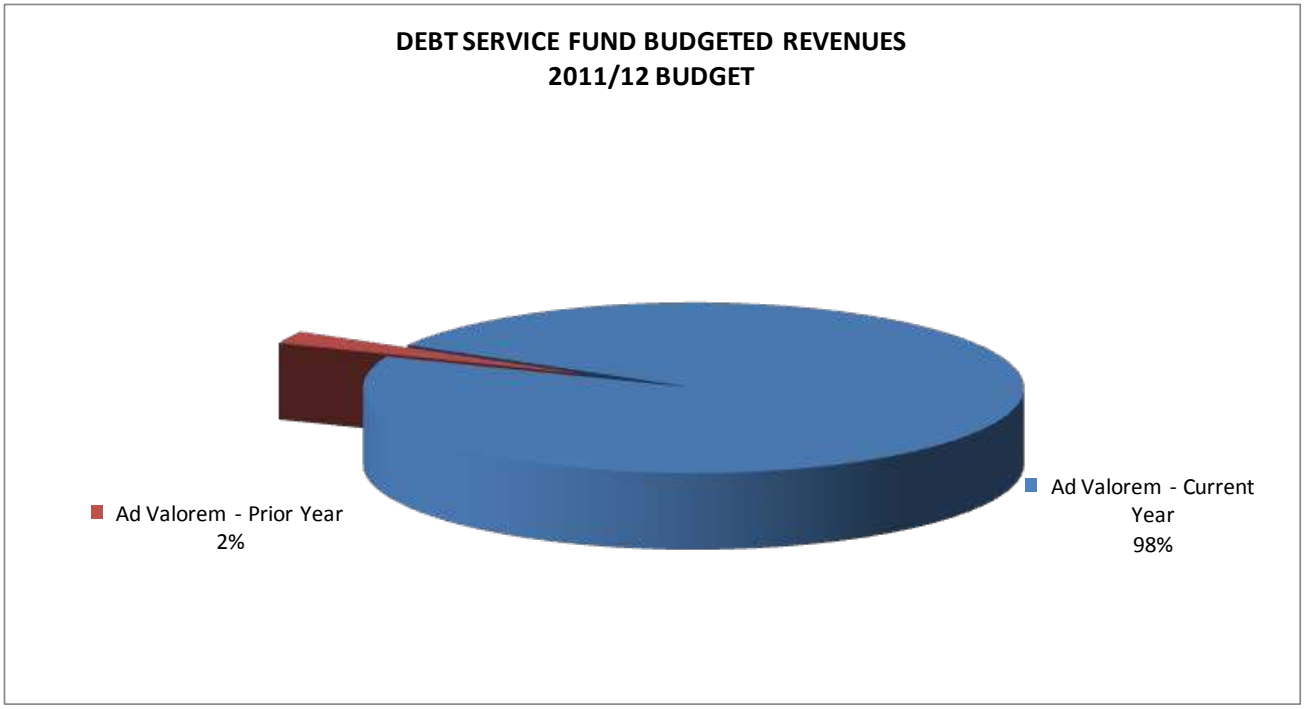


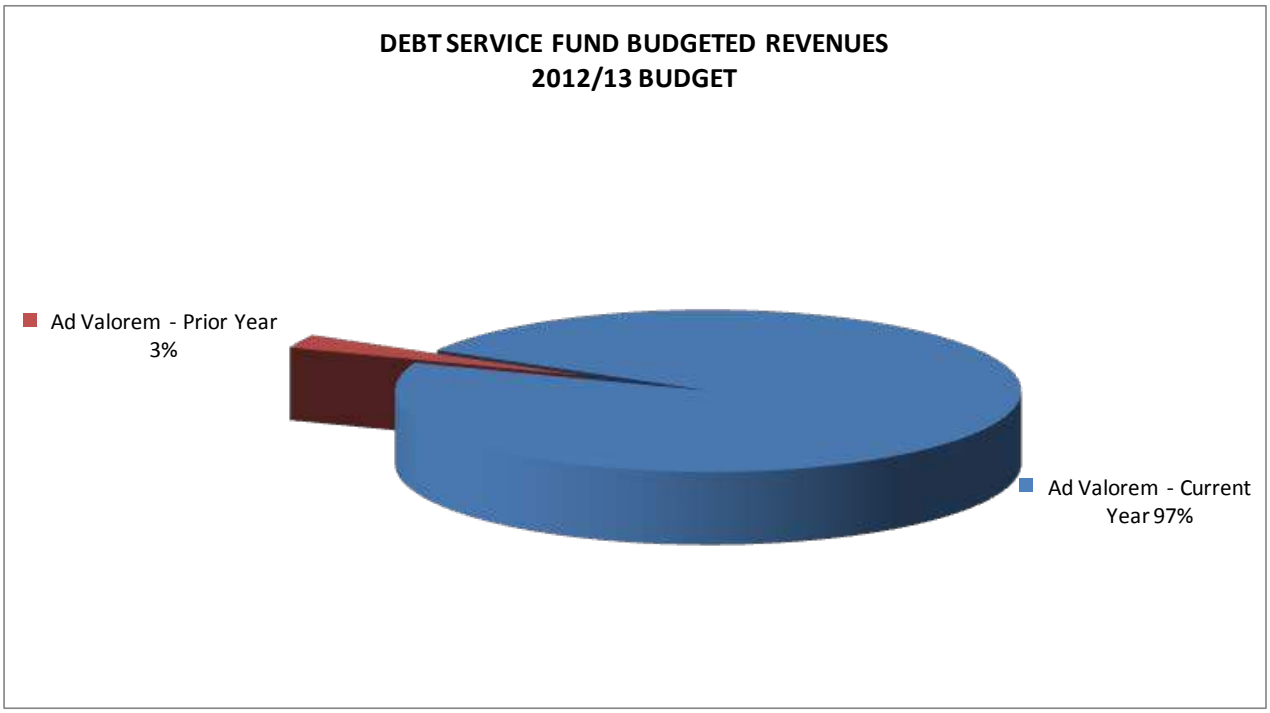


CITY OF BARTLESVILLE

2012-13 Operating Budget

Debt Service Fund – Revenue Graphs





CITY OF BARTLESVILLE

2012-13 Operating Budget

Debt Service Fund – Summary

Fund Mission:	N/A
Fund Description:	The Debt Service Fund was established in accordance with State law to satisfy the requirement that all ad valorem property taxes levied for the purposes of meeting debt service requirements on general obligation debt and paying court ordered judgments be deposited into a sinking fund.
2012 Accomplishments:	N/A
2013 Objectives:	N/A
Budget Highlights:	This fund pays for the debt service principal and interest requirements on all outstanding general obligation debt, court ordered judgments, and administrative fees. The only sources of revenue in this fund are ad valorem taxes and a transfer from the Bond Financing Fund to help hold property tax levels below 15 mills.

CITY OF BARTLESVILLE

2012-13 Operating Budget

Debt Service Fund – Summary by Function or Source

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Judgments	$ 7,994	$ 129,875	$ 100,000	$ 200,000
2001 Combined Purpose Bonds	349,725	366,810	366,810	-
2002 Combined Purpose Bonds	419,530	438,360	438,360	-
2005 Combined Purpose Bonds	590,150	573,400	573,400	555,900
2007 Combined Purpose Bonds	622,500	605,500	605,500	588,250
2008A Combined Purpose Bonds	550,390	538,510	538,510	526,190
2008B Combined Purpose Bonds	284,305	275,065	275,065	269,015
2009 Combined Purpose Bonds	134,249	411,748	411,498	398,462
2010 Combined Purpose Bonds	125	121,813	121,563	788,463
Total Expenditures	**$ 2,958,968**	**$ 3,461,081**	**$ 3,430,706**	**$ 3,326,280**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Ad Valorem - Current Year	$ 3,076,299	$ 3,339,459	$ 3,216,904	$ 3,270,444
Ad Valorem - Prior Year	77,311	80,834	89,329	90,829
Fund Balance	2,173,424	2,352,977	2,368,066	2,243,593
Total Available for Appropriation	**$ 5,327,034**	**$ 5,773,270**	**$ 5,674,299**	**$ 5,604,866**

CAPITAL PROJECTS FUNDS

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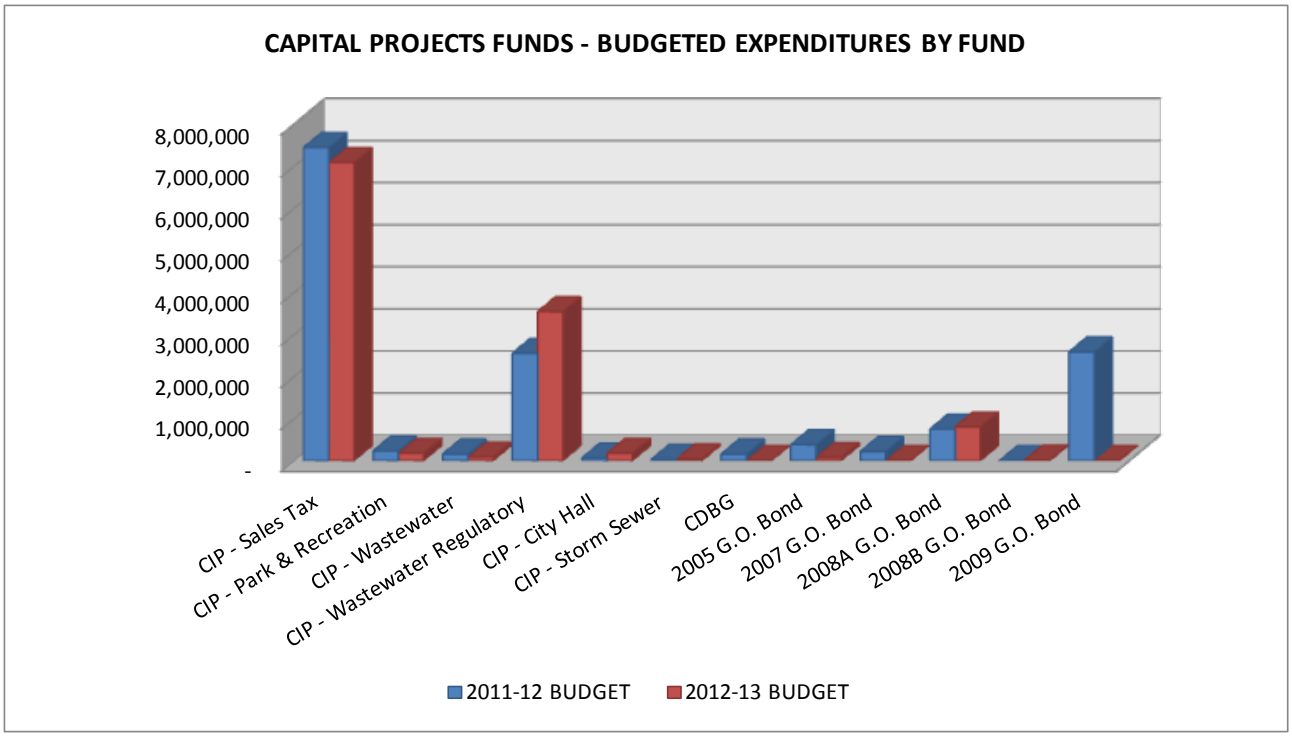
CITY OF BARTLESVILLE

2012-13 Operating Budget

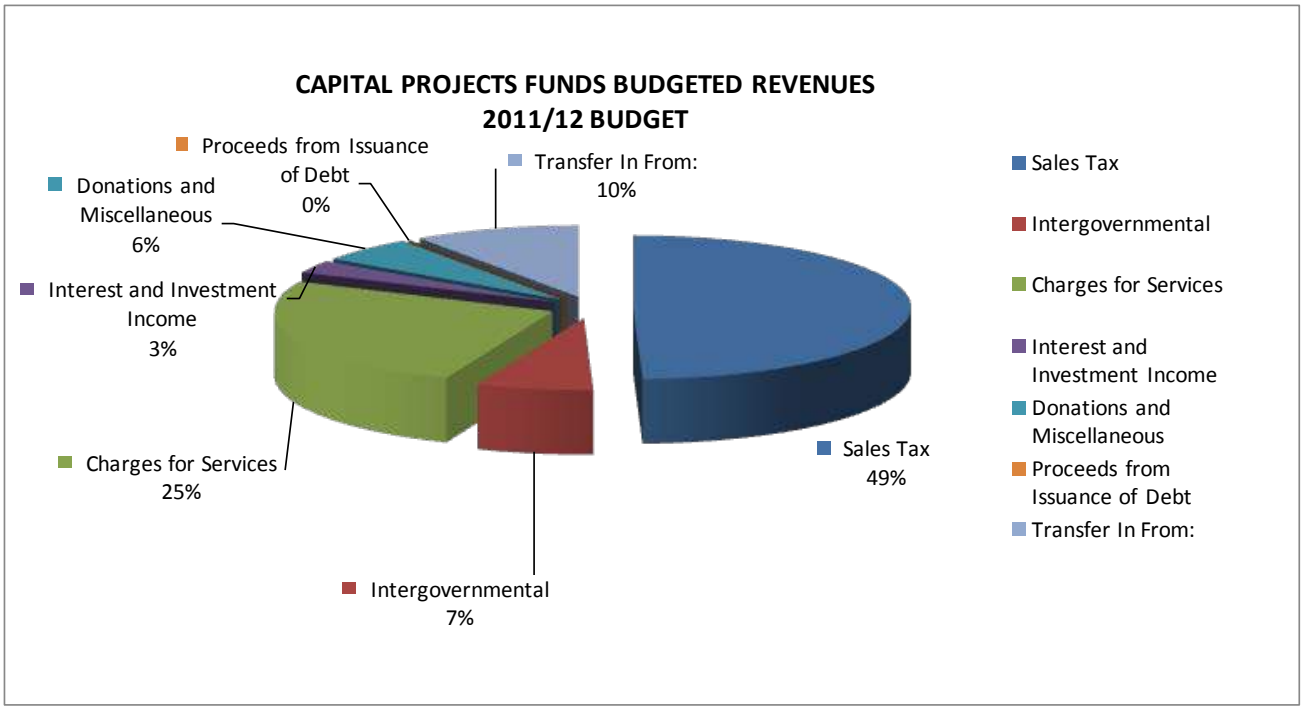
Capital Projects Funds – Expenditure Graph

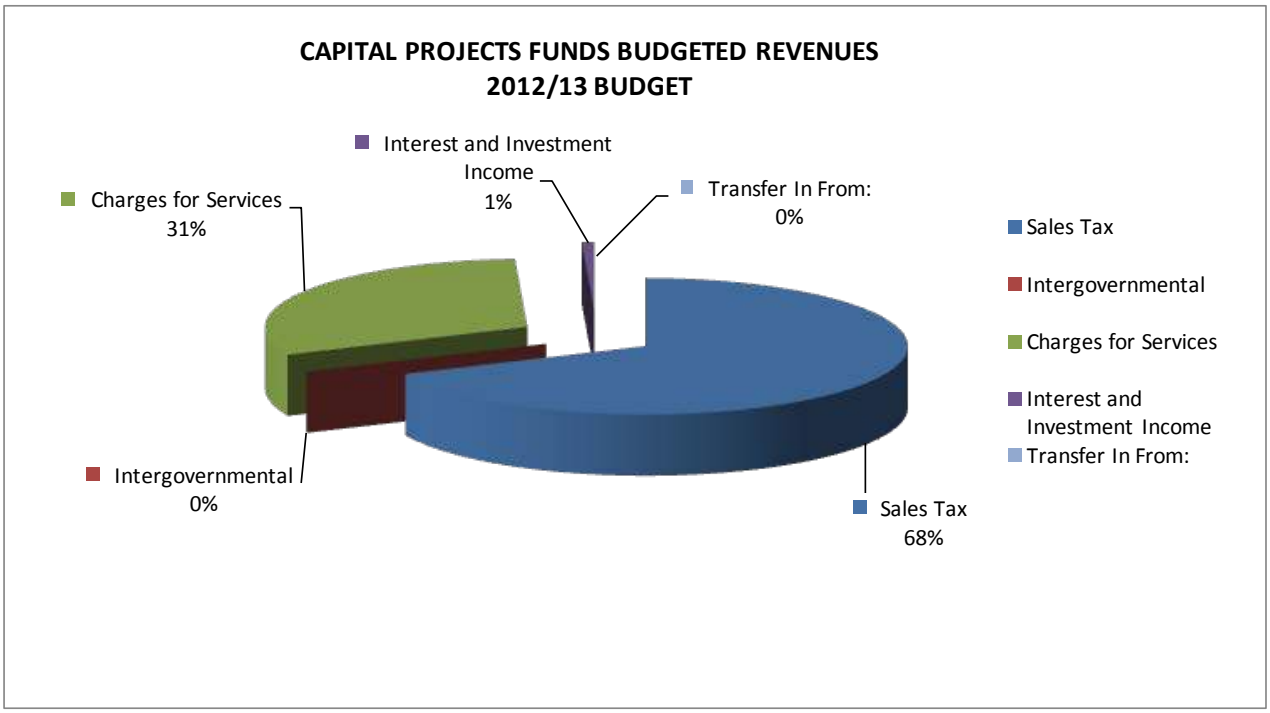


CITY OF BARTLESVILLE

2012-13 Operating Budget

Capital Projects Funds – Revenue Graphs





CITY OF BARTLESVILLE

2012-13 Operating Budget

Capital Projects Funds – Summary by Fund or Source

Expenditures and Reserves

EXPENDITURES BY FUND	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
CIP - Sales Tax	1,344,014	7,447,591	3,394,455	7,086,735
CIP - Park & Recreation	583	235,555	53,887	176,895
CIP - Wastewater	9,050	159,736	150,000	83,607
CIP - Wastewater Regulatory	1,145,842	2,554,459	662,697	3,543,801
CIP - City Hall	-	65,406	-	177,670
CIP - Storm Sewer	-	36,377	-	39,265
CDBG	-	158,776	79,402	-
2005 G.O. Bond	4,469	380,176	299,449	77,365
2007 G.O. Bond	1,072,530	218,706	160,460	-
2008A G.O. Bond	1,098,168	750,714	(34,062)	804,364
2008B G.O. Bond	4,156	-	-	15,247
2009 G.O. Bond	427,767	2,587,616	2,305,636	-
2010 G.O. Bond	948,889	3,999,181	1,634,790	2,483,251
Total Expenditures and Reserves	**$ 6,055,468**	**$ 18,594,293**	**$ 8,706,714**	**$ 14,488,200**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Sales Tax	$ 2,526,349	$ 2,545,399	$ 2,640,126	$ 2,692,929
Intergovernmental	269,956	348,034	274,524	-
Charges for Services	1,188,111	1,315,406	1,532,016	1,219,128
Interest and Investment Income	228,934	146,445	116,714	30,200
Donations and Miscellaneous	5,606	290,927	156,214	-
Proceeds from Issuance of Debt	5,000,000	-	-	-
Transfer In From: BMA - Water	-	500,000	500,000	-
BMA - General	153,164	-	-	-
Fund Balance	11,019,420	7,479,866	9,949,532	8,062,692
Total Available for Appropriation	**$ 20,391,540**	**$ 12,626,077**	**$ 15,169,126**	**$ 12,004,949**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Capital Projects Funds – Capital Outlay Summary

Capital

EXPENDITURES BY FUND & DEPARTMENT	***2012-13 BUDGETED CAPITAL EXPENDITURES***
CIP - Sales Tax Fund:	
General Services	$ 325,000
Community Development	193,987
Tech Services	10,000
Police	540,000
Storm Sewer	1,450,000
Street	2,895,000
Library	50,000
Park and Recreation	1,075,000
Municipal Golf Course	15,000
CWWTP	100,000
Transfers Out:	32,252
Total CIP - Sales Tax	**6,686,239**
CIP - Park & Recreation Fund:	
Park and Recreation	**150,000**
CIP - Wastewater Regulatory Fund:	
Wastewater Treatment Plant	1,950,000
Wastewater Maintenance	400,000
Total CIP - Wastewater Regulatory	**2,350,000**
CIP - City Hall:	
General Services	**50,000**
CIP - Storm Sewer Fund:	
Storm Sewer	**35,000**
2005 GO Bond Fund:	
Tech Services	**77,365**
2008A GO Bond Fund:	
Storm Sewer	**500,000**
2010 GO Bond Fund:	
Street	**2,475,000**
Total Expenditures	**$ 12,323,604**

CITY OF BARTLESVILLE

2012-13 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.
2012 Accomplishments:	• Completed construction of the Virginia, Cherokee and Price Road resurfacing projects • Complete PCI resurvey of City streets • Finished design of Hillcrest Heights Phase II drainage improvements • Completed construction on Price Fields Phase I • Completed design of the Kane Hill road improvements
2013 Objectives:	• Complete construction of Kane Hill road improvements • Complete construction of Hillcrest Heights Phase II drainage improvements • Complete construction of Virginia and Baylor street rehabilitation
Budget Highlights:	The major expenditures in this fund are capital improvements on City infrastructure and equipment.

FUND 449 CIP - SALES TAX
ALL DEPARTMENTS

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$1,344,014	$7,447,591	$3,394,455	$7,086,735	$7,086,735

CITY OF BARTLESVILLE

2012-13 Operating Budget

CIP Sales Tax Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Building Maintenance	$ 53,726	$ -	$ -	$ -
General Services	232,531	596,523	508,999	325,000
Community Development	70,394	193,987	-	193,987
Tech Services	30,342	8,000	450	10,000
Engineering	-	49,500	49,624	-
Police	196,449	496,635	84,060	540,000
Emergency Dispatch	92,156	146,615	146,612	-
Storm Sewer	155,680	635,000	19,985	1,450,000
Street	394,399	2,668,500	783,312	2,895,000
Library	11,962	-	-	50,000
Park and Recreation	107,697	2,406,108	1,801,413	1,075,000
Municipal Golf Course	(1,400)	-	-	15,000
CWWTP	-	100,000	-	100,000
Water Plant	78	-	-	-
Transfers Out:	-	-	-	32,252
Unallocated	-	146,723	-	400,496
Total Expenditures	**$ 1,344,014**	**$ 7,447,591**	**$ 3,394,455**	**$ 7,086,735**

CITY OF BARTLESVILLE

2012-13 Operating Budget

CIP Sales Tax Fund – Expenditure and Revenue Summary

(continued)

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Sales Tax	$ 2,526,349	$ 2,545,399	$ 2,640,126	$ 2,692,929
Intergovernmental	109,535	189,308	195,122	-
Interest and Investment Income	66,071	61,500	40,399	30,200
Donations and Miscellaneous	2,606	290,927	156,214	-
Transfer In From Economic Dev Fund	153,164	-	-	-
Fund Balance	3,242,619	3,330,276	4,726,200	4,363,606
Total Available for Appropriation	**$ 6,100,344**	**$ 6,417,410**	**$ 7,758,061**	**$ 7,086,735**

CITY OF BARTLESVILLE

2012-13 Operating Budget

CIP Sales Tax Fund Capital Outlay Detail

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	10/11 ACTUAL	11/12 BUDGET	11/12 ESTIMATE	12/13 BUDGET
160	N/A	Building Maintenance Vehicles	$ 53,726	$ -	$ -	$ -
		Total Building Maintenance	***53,726***	***-***	***-***	***-***
170	10010	City Hall Improvements	187,315	405,523	461,376	-
170	10012	Operation Yard Improvements	1,682	150,000	-	175,000
170	11008	Misc Building Improvements	43,534	41,000	46,663	-
170	12017	Storm Sirens	-	-	960	-
170	New	Operation Yard Imprv - Engineering Design	-	-	-	100,000
170	New	Misc Imprv to City Buildings and Facilities	-	-	-	50,000
		Total General Services	***232,531***	***596,523***	***508,999***	***325,000***
180	08010	Incentive for Development	-	176,000	-	176,000
180	09016	Incentives and Land Acquisitions	70,394	17,987	-	17,987
		Total Community Development	***70,394***	***193,987***	***-***	***193,987***
185	N/A	IT - Various Computers/ Software License	30,342	-	-	-
185	N/A	Computer and Server Replacement	-	8,000	450	-
185	New	Information Technology	-	-	-	10,000
		Total Information Technology	***30,342***	***8,000***	***450***	***10,000***
190	12003	Resurvey of Street Network	-	49,500	49,624	-
		Total Engineering	***-***	***49,500***	***49,624***	***-***
270	02021	Evidence Storage Building	-	250,000	-	250,000
270	03021	Police Roof Replacement	-	140,000	-	150,000
270	10015	Needs Assessment Police	-	3,385	-	-
270	07011	Vehicles	196,449	-	-	-
270	N/A	Digi Ticket	-	19,250	-	-
270	N/A	Police Patrol Cars	-	84,000	84,060	-
270	New	Vehicles	-	-	-	140,000
		Total Police	***196,449***	***496,635***	***84,060***	***540,000***

CITY OF BARTLESVILLE

2012-13 Operating Budget

CIP Sales Tax Fund Capital Outlay Detail

Capital Outlay Schedule
(continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	10/11 ACTUAL	11/12 BUDGET	11/12 ESTIMATE	12/13 BUDGET
275	11014	Dispatch Facility	$ 92,156	$ 146,615	$ 146,612	$ -
		Total Dispatch	***92,156***	***146,615***	***146,612***	***-***
327	09008	Misc Drainage Improvements	(540)	-	-	-
327	09009	FEMA Matching Funds	155,644	-	-	-
327	09025	Grand Prarie Detention Pond	-	-	7,271	
327	10008	Hillcrest Heights Drainage Phase II	576	135,000	6,000	150,000
327	12004	Willow Hill Detention Rehab	-	500,000	6,714	500,000
327	New	Wayside Drainage Phase II	-	-	-	300,000
327	New	Interurban Drainage Phase II	-	-	-	500,000
		Total Storm Sewer	***155,680***	***635,000***	***19,985***	***1,450,000***
328	05011	FPB Angled Parking	4,053	-	124	-
328	06039	Misc Signal Controllers	-	10,000	-	20,000
328	08008	Nova Rd. Extension	(5,932)	-	-	-
328	09001	Misc Bridge Repair	1,055	20,000	(1,500)	20,000
328	09003	Slurry Seal	(2,386)	-	-	-
328	10002	Bison Road	18,148	-	18,395	-
328	10003	Cherokee Drive Resurfacing	(21,459)	-	-	-
328	10007	Materials for Misc Street Repairs	-	50,000	(57,543)	-
328	10019	Light/Landscaping Dewey between 2nd & 4th	954	300,000	3,701	325,000
328	10020	Safe Routes to School local match	194,591	21,500	18,672	-
328	11002	Bison Rd Rehab	-	400,000	9,000	450,000
328	11003	Kane Hill Realignment	71,306	950,000	22,154	975,000
328	11004	Virginia Rehab	5,320	85,000	99,082	-
328	11005	Cherokee Resurfacing	54	167,500	167,500	-
328	11006	Price Rd Resurfacing	54	77,500	77,500	-

CITY OF BARTLESVILLE

2012-13 Operating Budget

CIP Sales Tax Fund Capital Outlay Detail

Capital Outlay Schedule
(continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	10/11 ACTUAL	11/12 BUDGET	11/12 ESTIMATE	12/13 BUDGET
328	11007	Materials Misc Street Repairs	$ -	$ 12,000	$ -	$ -
328	N/A	Vehicles and Equipment	128,587	-	22,909	-
328	N/A	1 Ton Truck	-	30,000	-	30,000
328	N/A	Pro Patch Asphalt Truck	-	150,000	137,277	-
328	12001	Virginia Rehab	-	170,000	120,000	-
328	12002	Baylor Resurfacing	-	145,000	145,000	-
328	11011	CDBG Matching Funds	54	80,000	1,041	-
328	New	Light and Landscaping Imprv on 2nd Street	-	-	-	625,000
328	New	Johnstone Ave. Rehab 14th-Adams	-	-	-	270,000
328	New	Fenway Ave. RehabTuxedo-Ohio	-	-	-	130,000
328	New	Materials for Miscellaneous Street Repairs	-	-	-	50,000
		Total Street	***394,399***	***2,668,500***	***783,312***	***2,895,000***
421	10013	Library Carpet Replacement	11,832	-	-	-
421	10014	Misc Library Improvements	130	-	-	50,000
		Total Library	***11,962***	***-***	***-***	***50,000***
431	04006	MJ Lee Lake Improvements	-	300,000	-	300,000
431	07015	Misc Park Facilities Improvement	-	35,000	932	-
431	08029	Frontier Park	(1,973)	-	-	-
431	09011	Overlay of Pathfinder	287	-	-	-
431	10017	Pathfinder Improvements	(12,437)	125,000	-	125,000
431	10018	Douglas Park Bathroom/Drinking Fountain	2,859	-	-	-
431	11009	Price Fields (Phase 1) Engineering only	105,914	1,321,108	1,284,963	-
431	11010	Phase 2 Robinwood Soccer Fields	2,842	550,000	515,000	25,000
431	11015	ODOT Rimburseable Tree Grant Park	10,205	-	-	-
431	N/A	Tools & Euipment	-	-	518	-
431	N/A	Deck Mower	-	23,000	-	23,000
431	N/A	Tractor	-	52,000	-	52,000

CITY OF BARTLESVILLE

2012-13 Operating Budget

CIP Sales Tax Fund Capital Outlay Detail

Capital Outlay Schedule
(continued)

DEPARTMENT	*PROJECT NUMBER*	*DESCRIPTION*	*10/11 ACTUAL*	*11/12 BUDGET*	*11/12 ESTIMATE*	*12/13 BUDGET*
431	New	Pathfinder Parkway Trail Connection	$ -	$ -	$ -	$ 175,000
431	New	Fountain for Jo Allyn Lowe pond	-	-	-	25,000
431	New	Goff Tower Restoration	-	-	-	65,000
431	New	Park Bathrooms	-	-	-	180,000
431	New	Misc Imprv to Park and Rec Facilities	-	-	-	20,000
431	New	CDBG project	-	-	-	85,000
		Total Park and Rec	***107,697***	***2,406,108***	***1,801,413***	***1,075,000***
445	10009	Roof Improvements Golf Cart Barn	(1,400)	-	-	-
445	New	Replace Driving Range Fence - Golf Course	-	-	-	15,000
		Total Adams Golf Course	***(1,400)***	***-***	***-***	***15,000***
710	09010	CWWTP Bld renovation	-	100,000	-	100,000
		Total CWWTP	***-***	***100,000***	***-***	***100,000***
715	N/A	Vehicles	78	-	-	-
		Total Wastewater Maintenance	***78***	***-***	***-***	***-***
900	N/A	Transfer for Pitzer Property Debt Service	-	-	-	32,252
		Total Transfer	***-***	***-***	***-***	***32,252***
TOTAL			**$ 1,344,014**	**$ 7,300,868**	**$ 3,394,455**	**$ 6,686,239**

CITY OF BARTLESVILLE

2012-13 Operating Budget

CIP Park and Recreation Fund – Summary

Fund Mission: N/A

Fund Description: The CIP – Park and Recreation Fund was established to account for the 1997 General Obligation Bond funds that were dedicated to park and recreation improvements. The remainder of the original funds will be used for continued improvement of the parks and recreation facilities of the City.

2012 Accomplishments:

- Completed installation of Veterans Park restrooms

2013 Objectives:

- All monies have been expended from this fund

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

FUND 451 CIP - PARK & RECREATION

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$583	$235,555	$53,887	$176,895	$176,895

CITY OF BARTLESVILLE

2012-13 Operating Budget

CIP Park and Recreation Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Park and Recreation	$ 583	$ 195,555	$ 53,887	$ 150,000
Transfers Out: Debt Service	-	-	-	-
Unallocated	-	40,000	-	26,895
Total Expenditures	**$ 583**	**$ 235,555**	**$ 53,887**	**$ 176,895**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Interest and Investment Income	$ 3,527	$ 2,970	$ 1,583	$ -
Fund Balance	229,199	232,585	229,199	176,895
Total Available for Appropriation	**$ 232,726**	**$ 235,555**	**$ 230,782**	**$ 176,895**

CITY OF BARTLESVILLE

2012-13 Operating Budget

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

FUND 451 CIP - PARK AND RECREATION
ALL DEPARTMENTS

Capital Outlay Schedule

DEPARTMENT	*PROJECT NUMBER*	*DESCRIPTION*	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
431	04006	MJ Lee Fishing Improvements	.	$ 135,555	$ -	$ 150,000
431	04016	Westside Athletic Fields	583	60,000	53,887	-
TOTAL			**$ 583**	**$ 195,555**	**$ 53,887**	**$ 150,000**

CITY OF BARTLESVILLE

2012-13 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.

2012 Accomplishments:

- Completed construction of the wastewater collection system improvements – Phase II

2013 Objectives:

- Complete update to the collection system hydraulic study
- Begin SSES of basins identified in the hydraulic study
- Secure site for new secondary wastewater treatment plant

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

FUND 453 CIP - WASTEWATER

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$9,050	$159,736	$150,000	$83,607	$83,607

CITY OF BARTLESVILLE

2012-13 Operating Budget

CIP Wastewater Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Wastewater Maintenance	$ 9,050	$ 150,000	$ 150,000	$ -
Unallocated	-	9,736	-	83,607
Total Expenditures	**$ 9,050**	**$ 159,736**	**$ 150,000**	**$ 83,607**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Charges for Services	$ 81,000	$ -	$ 67,135	$ -
Interest and Investment Income	2,561	1,500	2,083	-
Fund Balance	89,879	158,236	164,389	83,607
Total Available for Appropriation	**$ 173,440**	**$ 159,736**	**$ 233,607**	**$ 83,607**

CITY OF BARTLESVILLE

2012-13 Operating Budget

CIP Wastewater Fund Capital Outlay Detail

FUND 453 CIP - WASTEWATER
ALL DEPARTMENTS

Capital Outlay Schedule

DEPARTMENT	*PROJECT NUMBER*	*DESCRIPTION*	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
715	08011	Wastewater Collection Improvement	$ 9,136	$ -	$ -	$ -
715	08012	Misc. Sewer Improvements	(86)	-	-	-
715	11001	Wastewater I&I Survey	-	150,000	150,000	-
TOTAL			**$ 9,050**	**$ 150,000**	**$ 150,000**	**$ -**

CITY OF BARTLESVILLE

2012-13 Operating Budget

CIP Wastewater Regulatory Fund – Summary

Fund Mission:	N/A
Fund Description:	The CIP Wastewater Regulatory Fund was established for purpose of capturing the wastewater capital investment fee. These funds are restricted for use in complying with ODEQ/EPA mandates, consent orders, decrees, and other standards in the City's wastewater infrastructure.
2012 Accomplishments:	• Completed construction of the Wastewater Collection System Improvements- Phase II
2013 Objectives:	• Complete update to the collection system hydraulic study • Secure site for new secondary wastewater treatment plant
Budget Highlights:	The major expenditures in this fund are capital improvements, including planning and engineering related costs, for capital improvements to City owned wastewater facilities. In fiscal year 2011-12 this fund will receive a $500,000 loan from the BMA – Water Fund. In accordance with the City's budget basis of accounting, this transaction will be shown as a transfer in (revenue) at the time of receipt but will be converted to a loan when the City adjusts it basis of accounting to GAAP basis for annual year end reporting and auditing purposes. This loan will be repaid over a two year period starting in fiscal year 2012-13 and bearing interest at a rate of 2% per annum.

FUND 454 CIP - WASTEWATER REGULATORY

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$ 1,145,842	$ 2,554,459	$ 662,697	$ 2,605,242	$ 2,605,242

CITY OF BARTLESVILLE

2012-13 Operating Budget

CIP Wastewater Regulatory Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Chickasaw Wastewater Treatment Plant	$ 336,300	$ 1,852,000	$ 100,300	$ 1,950,000
Wastewater Maintenance	809,542	625,000	562,397	400,000
Transfer out to BMA - Water	-	-	-	255,242
Unallocated	-	77,459	-	938,559
Total Expenditures	**$ 1,145,842**	**$ 2,554,459**	**$ 662,697**	**$ 3,543,801**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Charges for Services	$ 1,106,919	$ 1,250,000	$ 1,396,664	$ 1,107,000
Interest and Investment Income	26,895	19,890	21,289	-
Transfer In From BMA - Water	-	500,000	500,000	-
Fund Balance	1,193,572	784,569	1,181,545	2,436,801
Total Available for Appropriation	**$ 2,327,386**	**$ 2,554,459**	**$ 3,099,498**	**$ 3,543,801**

CITY OF BARTLESVILLE

2012-13 Operating Budget

CIP Wastewater Regulatory Fund Capital Outlay Detail

FUND 454 CIP - WASTEWATER REGULATORY
ALL DEPARTMENTS

Capital Outlay Schedule

DEPARTMENT	*PROJECT NUMBER*	*DESCRIPTION*	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
710	11021	Waste Water - South Plant	$ 336,300	$ 102,000	$ 100,300	$ -
710	11024	Wastewater South Plant Design	-	1,750,000	-	1,750,000
710	New	Land Acquisition for South WWTP	-	-	-	200,000
		Total CWWTP	***336,300***	***1,852,000***	***100,300***	***1,950,000***
715	08011	Wastewater Collection Improvement	-	-	10,107	-
715	10022	Wastewater Collection Phase II	809,542	150,000	115,801	-
715	11001	Wastewater I&I Survey	-	275,000	237,000	-
715	12012	Caney Riverbank Stabilization	-	200,000	199,489	-
715	new	Wastewater Collection System SSES	-	-	-	400,000
		Total Wastwater Maintenance	***809,542***	***625,000***	***562,397***	***400,000***
TOTAL			**$ 1,145,842**	**$ 2,477,000**	**$ 662,697**	**$ 2,350,000**

CITY OF BARTLESVILLE

2012-13 Operating Budget
CIP City Hall Fund– Summary

Fund Mission:	N/A
Fund Description:	The CIP City Hall Fund was established for purpose of capturing the 4th floor rental revenue. These funds are restricted for building improvements at City Hall.
2012 Accomplishments:	• N/A
2013 Objectives:	• Complete renovation of the first floor entrance and utility billing area
Budget Highlights:	The major expenditures in this fund are building improvements, including the 1st floor remodel and ergonomic improvements to the customer service division of the Accounting and Finance Department.

FUND 455 CIP CITY HALL

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$0	$65,406	$0	$177,670	$177,670

CITY OF BARTLESVILLE

2012-13 Operating Budget

CIP City Hall Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
General Services	$ -	$ 65,406	$ -	$ 50,000
Unallocated	-	-	-	127,670
Total Expenditures	**$ -**	**$ 65,406**	**$ -**	**$ 177,670**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Interest and Investment Income	$ -	$ -	$ 136	$ -
Charges for Service	-	65,406	65,406	112,128
Fund Balance	-	-	-	65,542
Total Available for Appropriation	**$ -**	**$ 65,406**	**$ 65,542**	**$ 177,670**

CITY OF BARTLESVILLE

2012-13 Operating Budget

CIP City Hall Fund Capital Outlay Detail

FUND 455 CIP CITY HALL
ALL DEPARTMENTS

Capital Outlay Schedule

DEPARTMENT	*PROJECT NUMBER*	*DESCRIPTION*	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
170	11008	Misc Improvements to City Hall	$ -	$ 65,406	$ -	$ 50,000
TOTAL			**$ -**	**$ 65,406**	**$ -**	**$ 50,000**

CITY OF BARTLESVILLE

2012-13 Operating Budget

CIP Storm Sewer Fund– Summary

Fund Mission:	N/A
Fund Description:	The CIP – Storm Sewer Fund was established to account for the 1997 General Obligation Bond funds that were dedicated to storm sewer system improvements. The remainder of these funds and the continued receipt of storm water detention in-lieu fees will be used for continued storm sewer system capital improvements.
2012 Accomplishments:	• No projects were pursued this FY due to lack of funds.
2013 Objectives:	• Improve local drainage systems as funds allow.
Budget Highlights:	The major expenditures in this fund are capital improvements to the storm water infrastructure.

FUND 457 CIP - STORM SEWER

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$0	$36,377	$0	$39,265	$39,265

CITY OF BARTLESVILLE

2012-13 Operating Budget

CIP Storm Sewer Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Storm Sewer	$ -	$ 35,000	$ -	$ 35,000
Unallocated	-	1,377	-	4,265
Total Expenditures	**$ -**	**$ 36,377**	**$ -**	**$ 39,265**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Charges for Services	$ 192	$ -	$ 2,811	$ -
Interest and Investment Income	547	360	356	-
Fund Balance	35,360	36,017	36,098	39,265
Total Available for Appropriation	**$ 36,099**	**$ 36,377**	**$ 39,265**	**$ 39,265**

CITY OF BARTLESVILLE

2012-13 Operating Budget

CIP Storm Sewer Fund Capital Outlay Detail

FUND 457 CIP - STORM SEWER
ALL DEPARTMENTS

Capital Outlay Schedule

DEPARTMENT	*PROJECT NUMBER*	*DESCRIPTION*	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
327	N/A	Misc Storm Sewer Improvements	$ -	$ 35,000	$ -	$ 35,000
TOTAL			**$ -**	**$ 35,000**	**$ -**	**$ 35,000**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Community Development Block Grant Fund– Summary

Fund Mission:	Leveraging City capital improvement funds to make infrastructure improvements which will improve the living environment for persons of low and moderate incomes
Fund Description:	The Community Development Block Grant (CDBG) Fund was established to account for revenues and expenditures related to the receipt of a federal grant of the same name.
2012 Accomplishments:	• Completed construction of Virginia resurfacing • Complete design of sidewalk improvements along 14th
2013 Objectives:	• Complete construction of sidewalk improvements along 14th
Budget Highlights:	The major expenditures in this fund are capital improvements for City infrastructure.

FUND 467 CDBG

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$0	$158,776	$79,402	$0	$0

CITY OF BARTLESVILLE

2012-13 Operating Budget

Community Development Block Grant Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Street	$ -	$ 158,776	79,402	-
Total Expenditures	**$ -**	**$ 158,776**	**$ 79,402**	**$ -**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Intergovernmental	$ 160,421	$ 158,726	$ 79,402	$ -
Fund Balance	-	-	-	-
Total Available for Appropriation	**$ 160,421**	**$ 158,726**	**$ 79,402**	**$ -**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Community Development Block Grant Fund Capital Outlay Detail

FUND 467 CIP - CDBG
ALL DEPARTMENTS

Capital Outlay Schedule

DEPARTMENT	*PROJECT NUMBER*	*DESCRIPTION*	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
328	11011	Virginia Resurfacing	$ -	$ 79,388	$ 79,338	$ -
328	N/A	Sidewalks	-	79,388	64	-
TOTAL			**$ -**	**$ 158,776**	**$ 79,402**	**$ -**

CITY OF BARTLESVILLE

2012-13 Operating Budget
2005 G.O. Bond Fund– Summary

Fund Mission:	N/A
Fund Description:	The CIP – General Fund was established to account for the 2005 General Obligation Bond funds that were dedicated to general improvements. The remainder of these funds will be used for continued general capital improvements.
2012 Accomplishments:	• Complete construction of the City Hall HVAC improvements
2013 Objectives:	• Complete Wireless MAN project
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

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$4,469	$380,176	$299,449	$77,365	$77,365

CITY OF BARTLESVILLE

2012-13 Operating Budget

2005 G.O. Bond Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
General Services	$ 214	$ 283,797	$ 283,797	$ -
Tech Services	4,255	96,379	15,652	77,365
Unallocated	-	-	-	-
Total Expenditures	**$ 4,469**	**$ 380,176**	**$ 299,449**	**$ 77,365**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Interest and Investment Income	$ 6,001	$ 3,480	$ 1,328	$ -
Fund Balance	374,371	342,439	375,486	77,365
Total Available for Appropriation	**$ 380,372**	**$ 345,919**	**$ 376,814**	**$ 77,365**

CITY OF BARTLESVILLE

2012-13 Operating Budget

2005 G.O. Bond Fund Capital Outlay Detail

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

Capital Outlay Schedule

DEPARTMENT	*PROJECT NUMBER*	*DESCRIPTION*	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
170	08013	City center Windows and HVAC	$ 214	$ 283,797	$ 283,797	$ -
185	06002	Wireless MAN	4,255	96,379	15,652	77,365
TOTAL			**$ 4,469**	**$ 380,176**	**$ 299,449**	**$ 77,365**

CITY OF BARTLESVILLE

2012-13 Operating Budget
2007 G.O. Bond Fund– Summary

Fund Mission:	N/A
Fund Description:	The 2007 G.O. Bond Fund was established to account for the 2007 General Obligation Bond proceeds that were dedicated to Street improvements.
2012 Accomplishments:	• Completed intersection improvements at Silver Lake and Price Road
2013 Objectives:	• All projects have been completed from this revenue source
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

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$1,072,530	$218,706	$160,460	$0	$0

CITY OF BARTLESVILLE

2012-13 Operating Budget

2007 G.O. Bond Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Street	$ 1,072,530	$ 218,706	$ 160,460	$ -
Total Expenditures	**$ 1,072,530**	**$ 218,706**	**$ 160,460**	**$ -**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Interest and Investment Income	$ 17,912	$ 13,275	$ 1,342	$ -
Fund Balance	1,212,702	205,431	159,118	-
Total Available for Appropriation	**$ 1,230,614**	**$ 218,706**	**$ 160,460**	**$ -**

CITY OF BARTLESVILLE

2012-13 Operating Budget

2007 G.O. Bond Fund Capital Outlay Detail

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

Capital Outlay Schedule

DEPARTMENT	*PROJECT NUMBER*	*DESCRIPTION*	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
327	09025	Grand Prarie Modification	$ 1,034	$ -	$ -	$ -
328	08017	Silverlake Rehab	1,071,496	218,706	63,410	-
328	10037	Tuxedo Rehab from Madison to Bison	-	-	21,751	-
328	10038	Silverlake Rd Tuxedo to FP Engineering	-	-	44,155	-
328	11017	Brentwood Concrete Rehab	-	-	31,144	-
TOTAL			**$ 1,072,530**	**$ 218,706**	**$ 160,460**	**$ -**

CITY OF BARTLESVILLE

2012-13 Operating Budget

2008A G.O. Bond Fund– Summary

Fund Mission:	N/A
Fund Description:	The 2008A G.O. Bond Fund was established to account for the 2008 General Obligation Bond proceeds that were dedicated to Street and Drainage improvements.
2012 Accomplishments:	• No projects were budgeted this fiscal year
2013 Objectives:	• Complete engineering design for Grand Prairie Detention Phase II
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

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$1,098,168	$750,714	($34,062)	$804,364	$804,364

CITY OF BARTLESVILLE

2012-13 Operating Budget

2008A G.O. Bond Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Storm Sewer	$ (19,065)	$ 75,000	$ 9,127	$ 500,000
Street	1,117,233	15,000	(43,189)	-
Unallocated	-	660,714	-	304,364
Total Expenditures	**$ 1,098,168**	**$ 750,714**	**$ (34,062)**	**$ 804,364**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Interest and Investment Income	$ 33,155	$ 22,650	$ 6,179	$ -
Donations	3,000	-	-	-
Fund Balance	1,936,266	728,064	764,123	804,364
Total Available for Appropriation	**$ 1,972,421**	**$ 750,714**	**$ 770,302**	**$ 804,364**

CITY OF BARTLESVILLE

2012-13 Operating Budget

2008A G.O. Bond Fund Capital Outlay Detail

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

Capital Outlay Schedule

DEPARTMENT	*PROJECT NUMBER*	*DESCRIPTION*	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
327	09025	Grand Prairie Detention Pond	$ 39,173	$ 75,000	$ 24,327	$ -
327	09026	Sooner Park Detention Pond	(58,238)	-	(15,200)	-
327	New	Grand Prairie Detention - Phase II	-	-	-	500,000
		Total Storm Sewer	***(19,065)***	***75,000***	***9,127***	***500,000***
328	09023	Madison Rehab Nowata-Tuxedo	1,095,244	15,000	(43,189)	-
328	09025	Grand Prairie Detention Pond	21,989	-	-	-
		Total Street	***1,117,233***	***15,000***	***(43,189)***	***-***
TOTAL			**$ 1,098,168**	**$ 90,000**	**$ (34,062)**	**$ 500,000**

CITY OF BARTLESVILLE

2012-13 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.
2012 Accomplishments:	• No projects were budgeted this fiscal year
2013 Objectives:	• All projects have been completed from this revenue source
Budget Highlights:	The major expenditures in this fund are for Frontier Park improvement projects funded by 2008B bond issue.

FUND 474 2008B G.O. BOND

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$4,156	$0	$0	$15,247	$15,247

CITY OF BARTLESVILLE

2012-13 Operating Budget

2008B G.O. Bond Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Parks & Recreation	$ 4,156	$ -	$ -	$ -
Unallocated	-	-	-	15,247
Total Expenditures	**$ 4,156**	**$ -**	**$ -**	**$ 15,247**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Interest and Investment Income	$ 236	$ -	$ 139	$ -
Fund Balance	19,027	-	15,108	15,247
Total Available for Appropriation	**$ 19,263**	**$ -**	**$ 15,247**	**$ 15,247**

CITY OF BARTLESVILLE

2012-13 Operating Budget

2008B G.O. Bond Fund Capital Outlay Detail

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

Capital Outlay Schedule

DEPARTMENT	*PROJECT NUMBER*	*DESCRIPTION*	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
431	08029	Frontier Park Project	$ 4,156	$ -	$ -	$ -
TOTAL			**$ 4,156**	**$ -**	**$ -**	**$ -**

CITY OF BARTLESVILLE

2012-13 Operating Budget

2009 G.O. Bond Fund– Summary

Fund Mission:	N/A
Fund Description:	The 2009 G.O. Bond Fund was established to account for the 2009 General Obligation Bond proceeds that were dedicated to Street improvements.
2012 Accomplishments:	• Completed construction of Frank Phillips Rehabilitation between U.S. 75 and Madison Blvd • Completed construction of Nowata Road Rehabilitation between U.S. 75 and Silver Lake • Completed construction of Brentwood and Brookside Parkway Concrete Rehabilitation
2013 Objectives:	• All projects have been completed from this revenue source
Budget Highlights:	The major expenditures in this fund are for Street improvement projects funded by 2009 bond issue.

FUND 475 2009 G.O. BOND

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$427,767	$2,587,616	$2,305,636	$0	$0

CITY OF BARTLESVILLE

2012-13 Operating Budget

2009 G.O. Bond Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Street	$ 427,767	$ 2,576,497	$ 2,305,636	$ -
Unallocated	-	11,119	-	-
Total Expenditures	**$ 427,767**	**$ 2,587,616**	**$ 2,305,636**	**$ -**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Interest and Investment Income	$ 39,608	$ 3,870	$ 7,370	$ -
Proceeds from Issuance of Debt	-	-	-	-
Fund Balance	2,686,425	1,662,249	2,298,266	-
Total Available for Appropriation	**$ 2,726,033**	**$ 1,666,119**	**$ 2,305,636**	**$ -**

CITY OF BARTLESVILLE

2012-13 Operating Budget

2009 G.O. Bond Fund Capital Outlay Detail

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

Capital Outlay Schedule

DEPARTMENT	*PROJECT NUMBER*	*DESCRIPTION*	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
328	10036	FPB Rehab from 75 to Madison	$ 19,865	$ 1,630,000	$ 1,836,223	$ -
328	10037	Tuxedo Rehab from Madison to Bison	13,771	-	-	-
328	10038	Silverlake Rd Tuxedo to FP Engineering	13,804	-	-	-
328	10039	Nowata Rd Rehab from 75 to Silverlake	18,562	25,000	381,904	-
328	10040	Woodland Rd Rehab from 75 to Silverlake	361,518	-	-	-
328	11017	Brentwood Concrete Rehab	247	-	87,509	-
328	N/A	Street Improvements	-	921,497	-	-
TOTAL			**$ 427,767**	**$ 2,576,497**	**$ 2,305,636**	**$ -**

CITY OF BARTLESVILLE

2012-13 Operating Budget
2010 G.O. Bond Fund– Summary

Fund Mission: N/A

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

2012 Accomplishments:

- Completed the engineering design of Silver Lake Road Extension from Frank Phillips to Tuxedo
- Completed the engineering design of Howard Ave Rehabilitation from Kentucky to Tuxedo

2013 Objectives:

- Complete construction of Howard Ave Rehabilitation from Kentucky to Tuxedo
- Begin construction on Silver Lake Road Extension from Frank Phillips to Tuxedo

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

FUND 476 2010 G.O. BOND

2010-11 ACTUAL	2011-12 BUDGET	2011-12ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$948,889	$3,999,181	$1,634,790	$2,483,251	$2,483,251

CITY OF BARTLESVILLE

2012-13 Operating Budget

2010 G.O. Bond Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
General Services	$ 62,622	$ -	$ -	$ -
Street	886,267	3,998,000	1,634,790	2,475,000
Unallocated	-	1,181	-	8,251
Total Expenditures	**$ 948,889**	**$ 3,999,181**	**$ 1,634,790**	**$ 2,483,251**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Interest and Investment Income	$ 32,421	$ 16,950	$ 34,510	$ -
Proceeds from Issuance of Debt	5,000,000	-	-	-
Fund Balance	-	3,982,231	4,083,531	2,483,251
Total Available for Appropriation	**$ 5,032,421**	**$ 3,999,181**	**$ 4,118,041**	**$ 2,483,251**

CITY OF BARTLESVILLE

2012-13 Operating Budget

2010 G.O. Bond Fund Capital Outlay Detail

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

Capital Outlay Schedule

DEPARTMENT	*PROJECT NUMBER*	*DESCRIPTION*	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
170		Financial Service	$ 62,622	$ -	$ -	$ -
		Total General Services	***62,622***	***-***	***-***	***-***
328	10037	Tuxedo Rehab Engineering	59,138	1,500,000	1,500,000	-
328	10038	Silverlake Rd Extension	-	2,200,000	450	2,200,000
328	10039	Nowata Rd Rehab	-	-	104,755	-
328	11016	Howard Ave from Kentucky to Tuxedo	1,887	250,000	15,475	275,000
328	11017	Brentwood and Brookside Prkwy	825,242	48,000	14,110	-
		Total Street	***886,267***	***3,998,000***	***1,634,790***	***2,475,000***
TOTAL			**$ 948,889**	**$ 3,998,000**	**$ 1,634,790**	**$ 2,475,000**

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ENTERPRISE FUNDS

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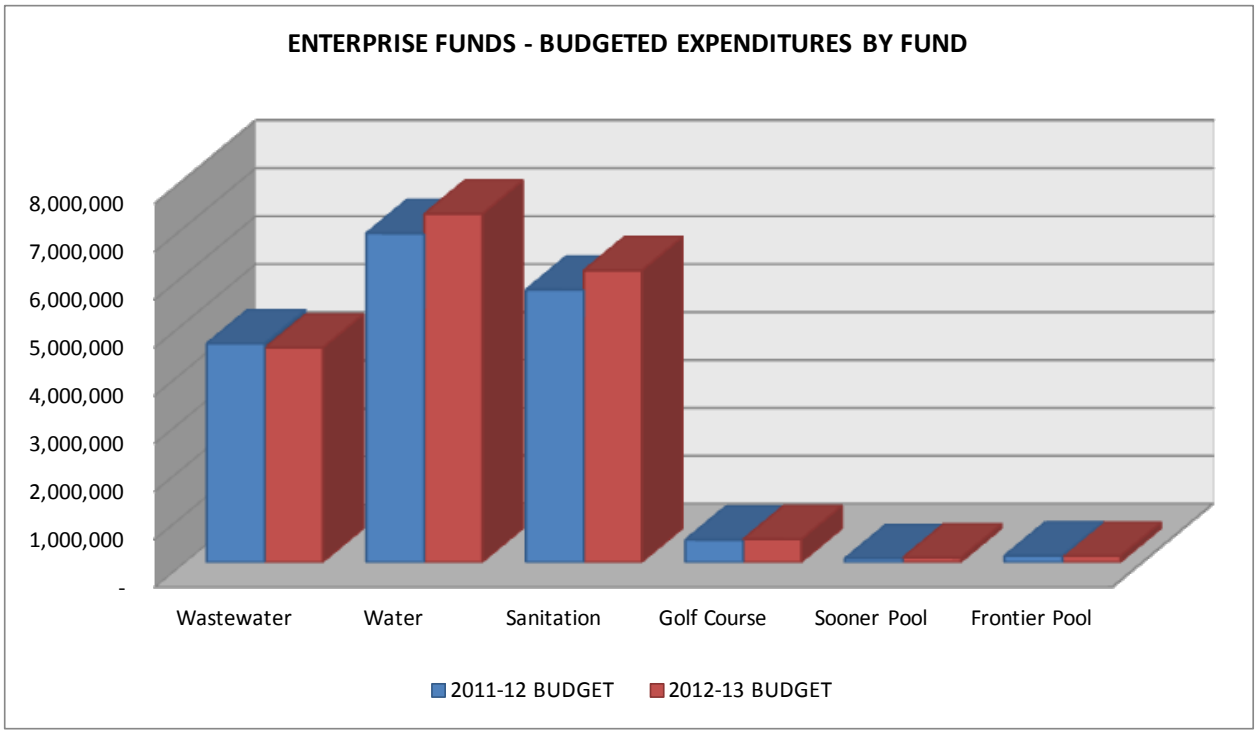
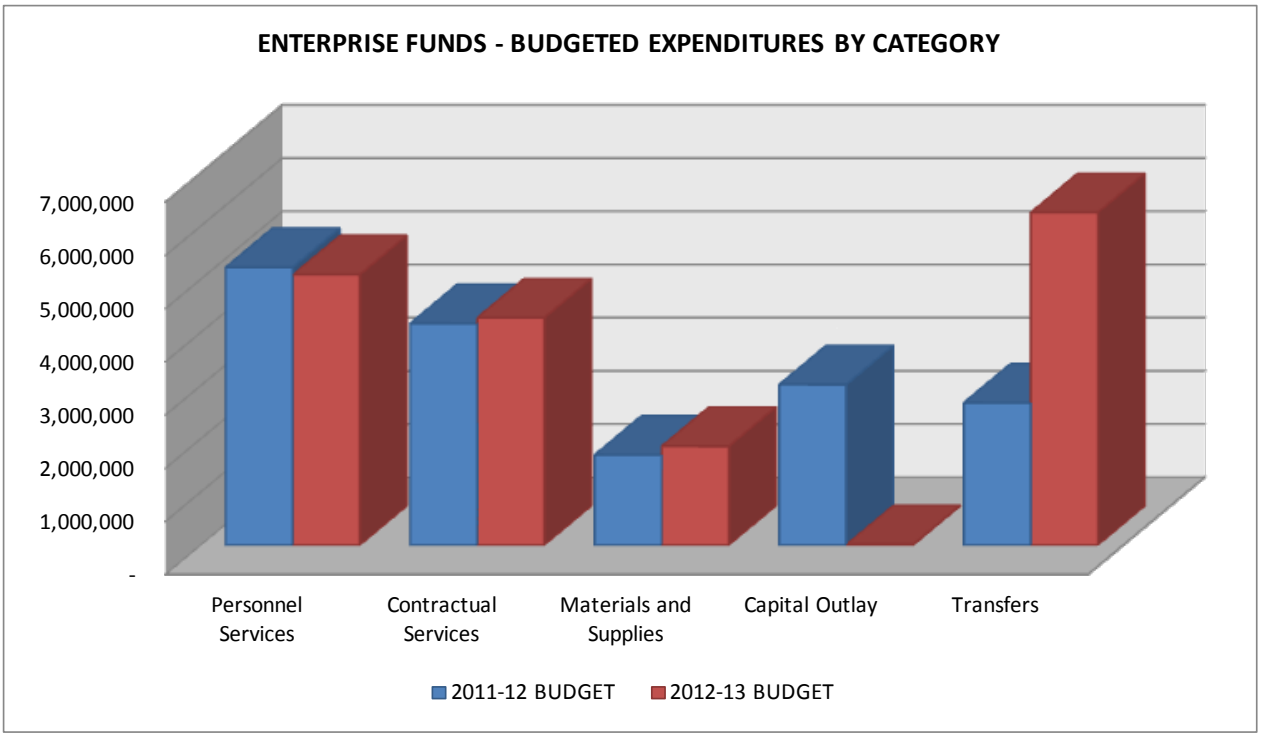
CITY OF BARTLESVILLE

2012-13 Operating Budget

Enterprise Funds – Expenditure Graphs

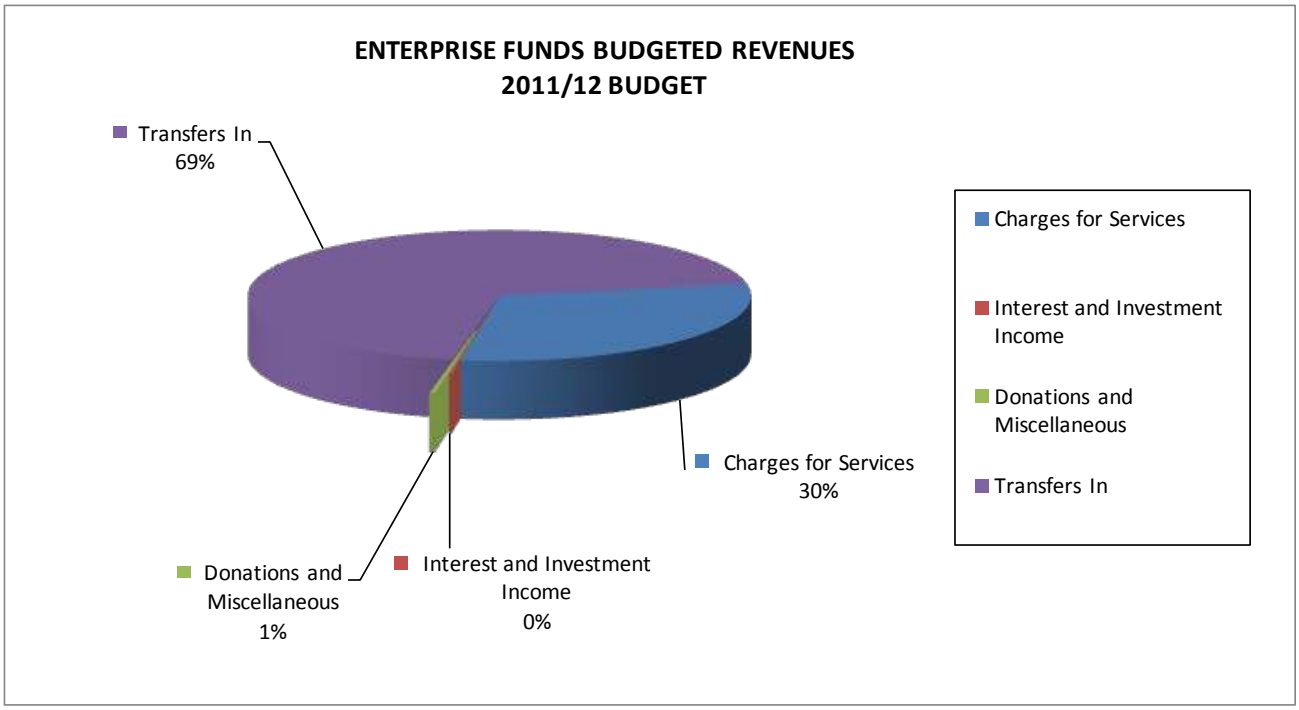


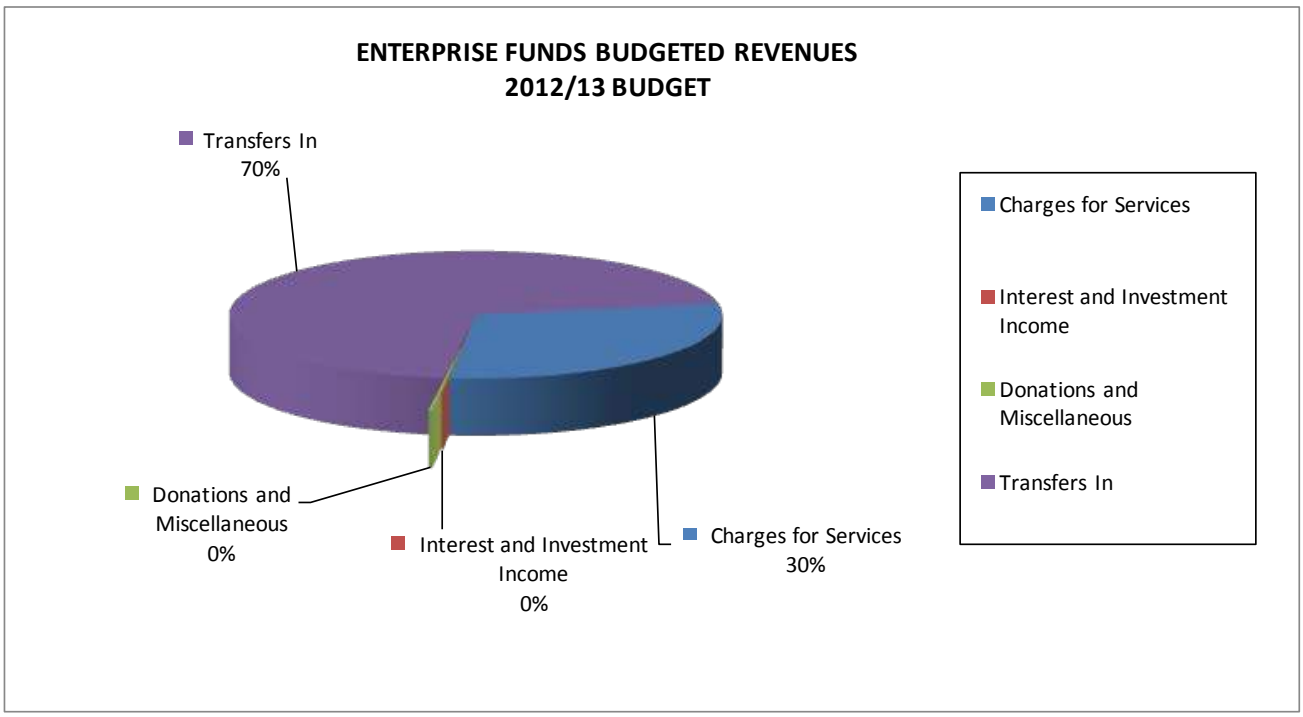


CITY OF BARTLESVILLE

2012-13 Operating Budget

Enterprise Funds – Revenue Graphs





CITY OF BARTLESVILLE

2012-13 Operating Budget

Enterprise Funds – Summary by Fund or Source

Expenditures and Reserves

EXPENDITURES BY FUND	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 BUDGET***
Wastewater	$ 3,375,574	$ 4,561,741	$ 4,182,120	$ 4,474,370
Water	5,026,575	6,861,220	6,029,689	7,265,985
Sanitation	3,762,856	5,684,513	4,106,091	6,087,770
Golf Course	465,603	468,320	442,771	481,789
Sooner Pool	37,824	79,707	79,728	95,932
Frontier Pool	37,169	135,188	137,239	131,736
Total Expenditures and Reserves	**$ 12,705,601**	**$ 17,790,689**	**$ 14,977,638**	**$ 18,537,582**

Revenues

REVENUE BY SOURCE		***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 BUDGET***
Charges for Services		$ 4,417,263	$ 4,617,964	$ 4,882,370	$ 4,881,613
Interest and Investment Income		30,866	25,365	21,340	13,500
Donations and Miscellaneous		190,013	57,204	62,826	43,900
Transfer In:	From General Fund	147,110	148,296	148,296	137,180
	From BMA - Wastewater	3,373,979	4,023,930	3,706,684	4,401,956
	From BMA - Water	5,428,255	6,400,925	5,896,521	7,068,577
Fund Balance		1,283,767	2,198,210	1,889,596	2,013,821
Total Available for Appropriation		**$ 14,871,253**	**$ 17,471,894**	**$ 16,607,633**	**$ 18,560,547**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Enterprise Funds – Expenditure Summary by Line Item

PERSONNEL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
51110 REGULAR SALARIES	$ 3,121,731	$ 3,393,524	$ 3,357,170	$ 3,559,995	$ 3,559,995	$ 3,559,995
51120 OVERTIME	84,356	103,731	91,544	106,000	106,000	106,000
51130 FICA	236,678	259,135	258,271	274,729	274,729	274,729
51140 GROUP INSURANCE	634,697	628,785	628,786	542,549	542,549	542,549
51150 DB RETIREMENT	431,773	557,397	536,903	551,000	551,000	551,000
51155 DC RETIREMENT	21,383	27,882	29,138	41,678	41,678	41,678
51170 WORKER'S COMPENSATION	243,842	255,910	255,730	14,361	14,361	14,361
51180 UNEMPLOYMENT COMP	11,246	-	-	-	-	-
TOTAL PERSONNEL SERVICES	$ 4,785,706	$ 5,226,364	$ 5,157,542	$ 5,090,312	$ 5,090,312	$ 5,090,312
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 46,057	$ 70,185	$ 63,092	$ 57,975	$ 65,975	$ 65,975
52210 FINANCIAL SERVICES	74	-	-	-	-	-
52310 UTILITIES & COMMUNICATIONS	488,554	727,337	719,949	757,462	757,462	757,462
52410 PROFESSIONAL SERVICES	75,051	116,652	106,362	149,648	136,648	136,648
52510 OTHER SERVICES	905,583	985,643	817,150	975,603	975,603	975,603
52610 MAINT. & REPAIR SERVICE	210,295	207,600	241,773	218,600	258,600	258,600
52710 OPERATIONAL SERVICES	1,897,100	2,047,237	2,047,237	2,052,586	2,083,105	2,083,105
52950 MISCELLANEOUS	-	16,090	-	-	-	-
TOTAL CONTRACTUAL SERVICES	$ 3,622,714	$ 4,170,744	$ 3,995,563	$ 4,211,874	$ 4,277,393	$ 4,277,393
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 10,734	$ 9,099	$ 27,738	$ 29,599	$ 29,599	$ 29,599
53210 JANITORIAL SUPPLIES	7,003	9,041	6,326	9,200	9,200	9,200
53310 GENERAL SUPPLIES	926,710	951,731	912,500	1,007,426	1,007,426	1,007,426
53410 TOOLS & EQUIPMENT	23,016	33,068	17,102	34,243	34,243	34,243
53510 FUEL	213,646	214,700	244,608	253,360	253,360	253,360
53610 MAINT. & REPAIR MATERIALS	458,764	483,009	627,280	527,600	527,600	527,600
TOTAL MATERIALS & SUPPLIES	$ 1,639,873	$ 1,700,648	$ 1,835,554	$ 1,861,428	$ 1,861,428	$ 1,861,428

CITY OF BARTLESVILLE

2012-13 Operating Budget

Enterprise Funds – Expenditure Summary by Line Item

(continued)

CAPITAL OUTLAY	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
55910 LAND	$ (19,049)	$ -	$ 215	$ -	$ -	$ -
55920 BUILDINGS & STRUCTURES	$ 855	$ -	$ -	$ -	$ -	$ -
55930 OTHER IMPROVEMENTS	13,730	1,023,576	116,203	1,014,870	15,000	15,000
55940 MACHINERY & EQUIPMENT	40,956	1,981,159	558,976	114,300	-	-
55950 OFFICE EQUIP & FURNISH	29,995	-	-	87,800	-	-
55960 VEHICLES & EQUIPMENT	144,350	16,250	23,750	26,000	-	-
TOTAL CAPITAL OUTLAY	$ 210,837	$ 3,020,985	$ 699,144	$ 1,242,970	$ 15,000	$ 15,000
TRANSFERS OUT						
59101 GENERAL FUND	$ 2,446,471	$ 2,479,157	$ 2,479,157	$ 2,509,585	$ 2,509,585	$ 2,509,585
59663 AUTO COLLISION INSURANCE	-	200,000	200,000	-	-	-
59670 STABILIZATION RESERVE FUND	-	-	-	3,585,730	3,747,730	3,747,730
TOTAL TRANSFERS	$ 2,446,471	$ 2,679,157	$ 2,679,157	$ 6,095,315	$ 6,257,315	$ 6,257,315
TOTAL BUDGET	**$ 12,705,601**	**$ 16,797,898**	**$ 14,366,960**	**$ 18,501,899**	**$ 17,501,448**	**$ 17,501,448**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Enterprise Funds – Personnel Summary

Personnel

PERSONNEL COUNTS BY DEPARTMENT	***2010-11 ACTUAL FTEs***	***2011-12 BUDGETED FTEs***	***2011-12 ACTUAL FTEs***	***2012-13 BUDGETED FTEs***
Wastewater Fund:				
Wastewater Maintenance	**11**	**11**	**11**	**11**
Water Fund:				
Water Plant	15	15	15	15
Water Administration	2	3	2	3
Water Distribution	23	20.5	20.5	21
Total Water	**40**	**38.5**	**37.5**	**39**
Sanitation Fund:				
Sanitation	**38.5**	**39**	**39**	**39**
Golf Course Fund:				
Municipal Golf Course	**5**	**3**	**3**	**3**
Sooner Pool:				
Swimming Pool	**N/A**	**N/A**	**N/A**	**N/A**
Frontier Pool:				
Swimming Pool	**N/A**	**N/A**	**N/A**	**N/A**
Total Personnel	**94.5**	**91.5**	**90.5**	**92**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Enterprise Funds – Capital Outlay Summary

EXPENDITURES BY FUND & DEPARTMENT	***Capital 2012-13 BUDGETED CAPITAL EXPENDITURES***
Golf Course Fund:	
Municipal Golf Course	$ 15,000
Total Expenditures	**$ 15,000**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Wastewater Operating Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE		***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 BUDGET***
Chickasaw Wastewater Treatment Plant		$ 1,965,231	$ 2,320,299	$ 2,301,883	$ 2,113,517
Wastewater Maintenance		672,261	1,359,273	1,070,482	798,607
Transfers Out:	To General	738,082	620,246	620,246	702,684
	To BMA - Water	-	-	-	148,040
	To Auto Collision Insurance Fund	-	50,000	50,000	-
	To Stabilization Reserve Fund	-	139,509	139,509	116,485
	To Capital Reserve Fund	-	-	-	520,000
Reserves:	Contingency	-	57,350	-	58,242
	Compensated Absences Reserve	-	15,064	-	16,795
Total Expenditures and Reserves		**$ 3,375,574**	**$ 4,561,741**	**$ 4,182,120**	**$ 4,474,370**

Revenues

REVENUE BY SOURCE		***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 BUDGET***
Interest and Investment Income		$ 915	$ 525	$ 1,189	$ -
Donations and Miscellaneous		78,364	-	-	-
Transfer In:	From BMA - Wastewater	3,373,979	4,023,930	3,706,684	4,401,956
	From BMA - Water	-	290,000	290,000	-
Fund Balance		178,967	247,286	256,661	72,414
Total Available for Appropriation		**$ 3,632,225**	**$ 4,561,741**	**$ 4,254,534**	**$ 4,474,370**

CITY OF BARTLESVILLE

2012-13 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.
2012 Accomplishments:	• Hauled 4,885,000 gallons of Biosolids for land application • Completed 5,781 Preventative and Corrective Maintenance Work Orders • Refurbished Grit Chamber with new auger and trough components • Wastewater Plant treated 2.7 Billion gallons of wastewater • Completed inspections of 4 Significant Industrial Users permitted in the Industrial Wastewater Treatment Program
2013 Objectives:	• Maintain 100% environmental compliance for plant operation • Recondition Tuxedo, Shawnee, and Raw Water Pump Station Auger Monster Grinders • Renovate #3 Rectangular Final Clarifier Floating Siphons • Land application program of Biosolids for beneficial reuse • Complete cleaning and testing of main plant electrical switch gear • Replace Tuxedo Process Pump suction & discharge valves
Budget Highlights:	The major expenditures in this department are the contract with Veolia Water, Inc. and replacement structures and equipment.

CITY OF BARTLESVILLE

2012-13 Operating Budget

Wastewater Operating Fund – Wastewater Treatment Plant – Summary

(continued)

FUND 509 WASTEWATER
DEPT 710 CHICKASAW WASTEWATER TREATMENT PLANT

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$1,965,231	$2,320,299	$2,301,883	$2,113,517	$2,113,517

CITY OF BARTLESVILLE

2012-13 Operating Budget

Wastewater Operating Fund – Wastewater Treatment Plant – Line Item Detail

CONTRACTUAL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
52310 UTILITIES & COMMUNICATIONS	$ 411	$ 412	$ 412	$ 412	$ 412	$ 412
52510 OTHER SERVICES	16,251	20,000	$18,200	20,000	20,000	20,000
52610 MAINT. & REPAIR SERVICE		10,000	10,000	10,000	10,000	10,000
52710 OPERATIONAL SERVICES	1,897,100	2,047,237	2,047,237	2,052,586	2,083,105	2,083,105
TOTAL CONTRACTUAL SERVICES	$ 1,913,762	$ 2,077,649	$ 2,075,849	$ 2,082,998	$ 2,113,517	$ 2,113,517
CAPITAL OUTLAY						
55930 OTHER IMPROVEMENTS	$ 15,830	$ 7,800	$ 24,725	$ -		$ -
55940 MACHINERY & EQUIPMENT	35,639	218,600	185,059	100,300	-	-
55960 VEHICLES & EQUIPMENT	-	16,250	16,250	26,000	-	-
TOTAL CAPITAL OUTLAY	$ 51,469	$ 242,650	$ 226,034	$ 126,300	$ -	$ -
TOTAL BUDGET	**$ 1,965,231**	**$ 2,320,299**	**$ 2,301,883**	**$ 2,209,298**	**$ 2,113,517**	**$ 2,113,517**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Wastewater Operating Fund – Wastewater Maintenance – Summary

Department Mission:	To maintain the sanitary sewer system in a condition that prevents potentially harmful failures, and to perform emergency repairs in the event of such failures.
Department Description:	The Wastewater Maintenance Department is responsible for maintenance of the sanitary sewer system, including force mains and collector lines. A majority of its work is preventative maintenance to remove tree roots, accumulations of grease and other materials in the system that cause sewer line blockages and sewer backups. Crews can also perform repairs to the lines when necessary.
2012 Accomplishments:	• Responded to 341 sewer backups • Jet cleaned 568,612 feet of sanitary sewer main • Completed Video Inspection of 21,525 feet of sanitary sewer line • Raised or repaired 54 manholes • Completed 40 main line point repairs replacing 405 feet of sanitary sewer line • Installed a pump station and force main for the new Robinwood Park bathroom • Capped 12 sewer lines for dilapidated structures
2013 Objectives:	• Continue the Routine Main Line Cleaning Program • Complete the replacement of approximately 1,600 of 15" sewer line on the Harvard Trunk • Utilize the video inspection system to identify both private side and public defects for correction • Continue the root control and chemical grout sealing programs • Identify leaking manholes and seal for reduction of Inflow and infiltration

CITY OF BARTLESVILLE

2012-13 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

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$672,261	$1,359,273	$1,070,482	$798,607	$798,607

CITY OF BARTLESVILLE

2012-13 Operating Budget

Wastewater Operating Fund – Wastewater Maintenance – Line Item Detail

	2010-11 ACTUAL	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
PERSONNEL SERVICES						
51110 REGULAR SALARIES	$ 403,761	$ 446,900	$ 403,217	$ 429,000	$ 429,000	$ 429,000
51120 OVERTIME	12,488	14,965	11,400	15,000	15,000	15,000
51130 FICA	30,244	34,235	31,718	33,000	33,000	33,000
51140 GROUP INSURANCE	76,045	94,318	94,318	65,583	65,583	65,583
51150 DB RETIREMENT	55,823	75,543	68,342	78,000	78,000	78,000
51155 DC RETIREMENT	3,470	3,383	3,840	5,000	5,000	5,000
51170 WORKER'S COMPENSATION	917	808	808	154	154	154
TOTAL PERSONNEL SERVICES	$ 582,748	$ 670,152	$ 613,643	$ 625,737	$ 625,737	$ 625,737
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 4,480	$ 4,506	$ 4,685	$ 8,320	$ 16,320	$ 16,320
52310 UTILITIES & COMMUNICATIONS	427	450	503	500	500	500
52410 PROFESSIONAL SERVICES	-	24,500	-	33,000	20,000	20,000
52510 OTHER SERVICES	1,039	825	400	750	750	750
52610 MAINT. & REPAIR SERVICE	5,567	10,000	11,660	10,000	50,000	50,000
TOTAL CONTRACTUAL SERVICES	$ 11,513	$ 40,281	$ 17,248	$ 52,570	$ 87,570	$ 87,570
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ -	$ -	$ -	$ 2,400	$ 2,400	$ 2,400
53210 JANITORIAL SUPPLIES	6	-	-	-	-	-
53310 GENERAL SUPPLIES	8,555	14,000	11,335	11,500	11,500	11,500
53410 TOOLS & EQUIPMENT	3,547	5,400	5,025	5,400	5,400	5,400
53510 FUEL	23,191	25,000	29,500	31,000	31,000	31,000
53610 MAINT. & REPAIR MATERIALS	40,216	35,000	35,000	35,000	35,000	35,000
TOTAL MATERIALS & SUPPLIES	$ 75,515	$ 79,400	$ 80,860	$ 85,300	$ 85,300	$ 85,300

CITY OF BARTLESVILLE

2012-13 Operating Budget

Wastewater Operating Fund – Wastewater Maintenance – Line Item Detail

(continued)

CAPITAL OUTLAY	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
55930 OTHER IMPROVEMENTS	$ -	$ 275,200	$ 65,750	$ 345,200	$ -	$ -
55940 MACHINERY & EQUIPMENT	2,485	294,240	292,981	4,600	-	-
TOTAL CAPITAL OUTLAY	$ 2,485	$ 569,440	$ 358,731	$ 349,800	$ -	$ -
TOTAL BUDGET	**$ 672,261**	**$ 1,359,273**	**$ 1,070,482**	**$ 1,113,407**	**$ 798,607**	**$ 798,607**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Wastewater Operating Fund – Wastewater Maintenance – Personnel and Capital Detail

FUND 509 WASTEWATER
DEPT 715 WASTEWATER MAINTENANCE

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-2011 ACTUAL NUMBER OF EMPLOYEES*	*2011-2012 BUDGETED NUMBER OF EMPLOYEES*	*2011-2012 ACTUAL NUMBER OF EMPLOYEES*	*2012-2013 BUDGTED NUMBER OF EMPLOYEES*
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
TOTAL	**11**	**11**	**11**	**11**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Wastewater Operating Fund – Transfers – Summary

Department Mission:	The Transfers department is not an operating department, and therefore has no mission.
Department Description:	The Transfers department is used to account for transfers out to other funds. These activities are generally non-departmental, and therefore utilize this department.
2012 Accomplishments:	N/A
2013 Objectives:	N/A
Budget Highlights:	The Wastewater Fund has two transfers. The transfer to the General Fund is to assist in funding the general operations of the City of Bartlesville, and the transfer to the Health Insurance Fund is for the Wastewater Fund's portion of the amount necessary to establish the Health Insurance Fund.

FUND 509 WASTEWATER
DEPT 900 TRANSFERS

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$738,082	$809,755	$809,755	$1,487,209	$1,487,209

CITY OF BARTLESVILLE

2012-13 Operating Budget

Wastewater Operating Fund – Transfers – Line Item Detail

TRANSFERS OUT	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
59101 GENERAL FUND	$ 738,082	$ 620,246	$ 620,246	$ 702,684	$ 702,684	$ 702,684
59715 BMA - WATER	-	-	-	148,040	148,040	148,040
59663 AUTO COLLISION INSURANCE	-	50,000	50,000	-	-	-
59670 STABILIZATION RESERVE FUND	-	139,509	139,509	113,864	116,485	116,485
59675 CAPITAL RESERVE FUND	-	-	-	358,000	520,000	520,000
TOTAL TRANSFERS	$ 738,082	$ 809,755	$ 809,755	$ 1,322,588	$ 1,487,209	$ 1,487,209
TOTAL BUDGET	**$ 738,082**	**$ 809,755**	**$ 809,755**	**$ 1,322,588**	**$ 1,487,209**	**$ 1,487,209**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Water Operating Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE		***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 BUDGET***
Water Plant		$ 2,339,119	$ 2,767,114	$ 2,772,504	$ 2,764,816
Water Administration		214,031	270,154	233,924	370,009
Water Distribution		1,476,078	2,252,109	1,604,926	1,454,866
Transfers Out:	To General	997,347	1,039,293	1,039,293	1,104,217
	To Auto Collision Insurance Fund	-	100,000	100,000	-
	To Stabilization Reserve Fund	-	279,042	279,042	227,756
	To Capital Reserve Fund	-	-	-	1,177,730
Reserves:	Contingency	-	90,831	-	91,794
	Compensated Absences Reserve	-	62,677	-	74,797
Total Expenditures and Reserves		**$ 5,026,575**	**$ 6,861,220**	**$ 6,029,689**	**$ 7,265,985**

Revenues

REVENUE BY SOURCE		***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 BUDGET***
Interest and Investment Income		$ 90	$ -	$ 2,035	$ -
Donations and Miscellaneous		46,885	41,500	56,068	43,900
Transfer In:	From BMA - Water	5,428,255	6,400,925	5,896,521	7,068,577
Fund Balance		(79,288)	418,795	228,573	153,508
Total Available for Appropriation		**$ 5,395,942**	**$ 6,861,220**	**$ 6,183,197**	**$ 7,265,985**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Water Operating Fund – Water Plant – Summary

Department Mission:	To provide safe drinking water to the citizens of Bartlesville that complies with all applicable standards. To provide maintenance and repair to the water plant, pump stations, and water storage tanks to maintain appropriate water pressures throughout the system.
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.
2012 Accomplishments:	• Installed new Variable Frequency Drive at Toalson Pump Station • Installed heaters at Circle Mountain and Radar #2 Pump Stations • Finalized upgrade of Wash Water and Residuals polymer feed pumps • Installed new booster pump at Circle Mountain Pump Station • Upgraded our Plant SCADA System • Installed new crane and hoist in process area • Updated Risk Management Plan as required by EPA regulations
2013 Objectives:	• Maintain compliance with all US EPA & ODEQ Regulations • Install new Altitude Valve at Toalson Pump Station • Cleaning of plant filters • Install mixing systems in 5 water storage tanks • Begin Stage 2 Disinfection By Product Sampling

CITY OF BARTLESVILLE

2012-13 Operating Budget
Water Operating Fund – Water Plant – Summary
(continued)

Budget Highlights: The major expenditures in this department are personnel costs, utilities to operate the water plant and pumping stations, and the chemicals necessary to treat the raw water. During the 2011 calendar year the plant treated 2,452,395,000 gallons of water for use by our customers.

FUND 510 WATER
DEPT 720 WATER PLANT

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$2,339,119	$2,767,114	$2,772,504	$2,764,816	$2,764,816

CITY OF BARTLESVILLE

2012-13 Operating Budget

Water Operating Fund – Water Plant – Line Item Detail

PERSONNEL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
51110 REGULAR SALARIES	$ 508,378	$ 560,675	$ 555,000	$ 565,000	$ 565,000	$ 565,000
51120 OVERTIME	30,211	27,778	28,073	28,000	28,000	28,000
51130 FICA	39,459	42,743	43,133	44,000	44,000	44,000
51140 GROUP INSURANCE	96,785	117,897	117,897	89,433	89,433	89,433
51150 DB RETIREMENT	65,342	88,458	86,667	85,000	85,000	85,000
51155 DC RETIREMENT	6,089	6,663	6,564	8,000	8,000	8,000
51170 WORKER'S COMPENSATION	609	-	-	1,287	1,287	1,287
TOTAL PERSONNEL SERVICES	$ 746,873	$ 844,214	$ 837,334	$ 820,720	$ 820,720	$ 820,720
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 6,004	$ 6,000	$ 5,729	$ 6,125	$ 6,125	$ 6,125
52310 UTILITIES & COMMUNICATIONS	449,000	650,000	651,800	678,000	678,000	678,000
52410 PROFESSIONAL SERVICES	1,800	8,900	11,736	33,396	33,396	33,396
52510 OTHER SERVICES	99,684	134,350	127,520	120,200	120,200	120,200
52610 MAINT. & REPAIR SERVICE	160,864	149,000	197,424	160,000	160,000	160,000
TOTAL CONTRACTUAL SERVICES	$ 717,352	$ 948,250	$ 994,209	$ 997,721	$ 997,721	$ 997,721
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 1,351	$ 2,400	$ 23,721	$ 1,500	$ 1,500	$ 1,500
53210 JANITORIAL SUPPLIES	1,407	1,800	1,800	1,800	1,800	1,800
53310 GENERAL SUPPLIES	795,800	830,000	822,501	872,740	872,740	872,740
53410 TOOLS & EQUIPMENT	2,530	4,400	3,185	4,575	4,575	4,575
53510 FUEL	7,983	9,000	10,600	11,660	11,660	11,660
53610 MAINT. & REPAIR MATERIALS	54,022	46,600	53,211	54,100	54,100	54,100
TOTAL MATERIALS & SUPPLIES	$ 863,093	$ 894,200	$ 915,018	$ 946,375	$ 946,375	$ 946,375

CITY OF BARTLESVILLE

2012-13 Operating Budget

Water Operating Fund – Water Plant – Line Item Detail

(continued)

CAPITAL OUTLAY	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
55910 LAND	$ (19,049)	$ -	$ 215	$ -	$ -	$ -
55920 BUILDINGS & STRUCTURES	855	-	-	-	-	-
55930 OTHER IMPROVEMENTS	-	80,450	25,728	9,550	-	-
55950 OFFICE EQUIP & FURNISH	29,995	-	-	11,800	-	-
TOTAL CAPITAL OUTLAY	$ 11,801	$ 80,450	$ 25,943	$ 21,350	$ -	$ -
TOTAL BUDGET	**$ 2,339,119**	**$ 2,767,114**	**$ 2,772,504**	**$ 2,786,166**	**$ 2,764,816**	**$ 2,764,816**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Water Operating Fund – Water Plant – Personnel and Capital Detail

FUND 510 WATER
DEPT 720 WATER PLANT

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-2011 ACTUAL NUMBER OF EMPLOYEES*	*2011-2012 BUDGETED NUMBER OF EMPLOYEES*	*2011-2012 ACTUAL NUMBER OF EMPLOYEES*	*2012-2013 BUDGTED NUMBER OF EMPLOYEES*
Water Plant Superintendent	1	1	1	1
Electronics Technician	1	1	1	1
Plant Mechanic	2	2	2	2
Lab Technician	1	1	1	1
Water Plant Operator	8	8	8	8
Maintenance Worker	2	2	2	2
TOTAL	**15**	**15**	**15**	**15**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Water Operating Fund – Water Administration – Summary

Department Mission:	To provide long-term focused planning and management for the City of Bartlesville's water utility services.
Department Description:	The Water Administration department provides the planning, management, and administration for the Water Plant, Water Distribution and Wastewater Maintenance Departments. Also provide contract oversight for the operation of the Chickasaw Wastewater Treatment Plant.
2012 Accomplishments:	• Bid, award and begin construction of a new Automated Meter Reading System including the installation of approximately 16,250 new water meters • Oklahoma Department of Environmental Quality approval of the City's Total Maximum Daily Load Study for the new South Wastewater Treatment Plant (SWTP) • Evaluation of equipment for use in the new SWTP • Bid and begin construction of the Circle Mountain Water Line Construction Project
2013 Objectives:	• Provide project oversight for site selection and design for a new 4 million gallon South Wastewater Treatment Plant • Complete construction and implementation of the new Automated Meter Reading System • Complete construction of a new 8" water line to serve Circle Mountain • Provide oversight and guidance in maintaining compliance with EPA and ODEQ regulations for water and wastewater treatment • Maintain compliance with Stage 2 Disinfection By Product sampling requirements
Budget Highlights:	The major expenditures in this department are personnel costs and utility costs.

CITY OF BARTLESVILLE

2012-13 Operating Budget

Water Operating Fund – Water Administration – Summary

(continued)

FUND 510 WATER
DEPT 725 WATER ADMINISTRATION

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$214,031	$270,154	$233,924	$370,009	$370,009

CITY OF BARTLESVILLE

2012-13 Operating Budget

Water Operating Fund – Water Administration – Line Item Detail

PERSONNEL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
51110 REGULAR SALARIES	$ 135,492	$ 178,350	$ 146,255	$ 259,305	$ 259,305	$ 259,305
51130 FICA	10,252	13,633	11,189	20,515	20,515	20,515
51140 GROUP INSURANCE	13,826	15,720	15,720	17,886	17,886	17,886
51150 DB RETIREMENT	24,636	32,903	32,761	34,000	34,000	34,000
51155 DC RETIREMENT	-	1,948	1,948	6,678	6,678	6,678
TOTAL PERSONNEL SERVICES	$ 184,206	$ 242,554	$ 207,873	$ 338,384	$ 338,384	$ 338,384
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 920	$ 2,300	$ 1,850	$ 1,850	$ 1,850	$ 1,850
52310 UTILITIES & COMMUNICATIONS	9,979	13,500	13,422	14,050	14,050	14,050
52510 OTHER SERVICES	5,031	5,000	4,930	6,275	6,275	6,275
52610 MAINT. & REPAIR SERVICE	478	500	500	500	500	500
TOTAL CONTRACTUAL SERVICES	$ 16,408	$ 21,300	$ 20,702	$ 22,675	$ 22,675	$ 22,675
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 8,829	$ 2,500	$ 2,455	$ 4,900	$ 4,900	$ 4,900
53210 JANITORIAL SUPPLIES	1,268	1,500	1,004	1,300	1,300	1,300
53310 GENERAL SUPPLIES	2,997	1,000	1,440	1,450	1,450	1,450
53410 TOOLS & EQUIPMENT	30	100	100	100	100	100
53510 FUEL	196	700	250	700	700	700
53610 MAINT. & REPAIR MATERIALS	97	500	100	500	500	500
TOTAL MATERIALS & SUPPLIES	$ 13,417	$ 6,300	$ 5,349	$ 8,950	$ 8,950	$ 8,950
CAPITAL OUTLAY						
55950 OFFICE EQUIP & FURNISH	$ -	$ -	$ -	$ 76,000	$ -	$ -
TOTAL CAPITAL OUTLAY	$ -	$ -	$ -	$ 76,000	$ -	$ -
TOTAL BUDGET	**$ 214,031**	**$ 270,154**	**$ 233,924**	**$ 446,009**	**$ 370,009**	**$ 370,009**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Water Operating Fund – Water Administration – Personnel and Capital Detail

FUND 510 WATER
DEPT 725 WATER ADMINISTRATION

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-2011 ACTUAL NUMBER OF EMPLOYEES*	*2011-2012 BUDGETED NUMBER OF EMPLOYEES*	*2011-2012 ACTUAL NUMBER OF EMPLOYEES*	*2012-2013 BUDGTED NUMBER OF EMPLOYEES*
Water Utilities Director	1	1	1	1
Assistant Water Utilities Director	0	0	0	1
Senior Administrative Assistant	1	1	1	1
Administrative Assistant	0	1	0	0
TOTAL	**2**	**3**	**2**	**3**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Water Operating Fund – Water Distribution – Summary

Department Mission:	To maintain and monitor the City's water distribution system and to provide field services necessary for the operation and billing of the water utility system as a whole.
Department Description:	The Water Distribution department is responsible for the maintenance and repair of the water distribution system of the City. It installs new service lines, constructs replacement lines and tests and repairs meters. It also conducts leak inspections, meter checks, connects and disconnects the City's water customers, and reads water meters.
2012 Accomplishments:	• Completed installation of 2,000 feet of new 12" water main on Cudahy from Rogers to Santa Fe • Repaired 178 leaks on water mains ranging in size from 6" to 20" • Installed 25 new water services • Completed 3,105 locate work orders • Completed the flushing, of approximately 1,600 fire hydrants • Installed 1,700 feet of new water main for the Price Field Complex • Installed 670 feet of new water line for the Cooper Dog Park
2013 Objectives:	• Install approximately 2,000 feet of new 6" water main on Oak between 14th and 16th Streets • Install 300 feet of new 6" water main on Meadow Lark Place • Complete the annual flushing and testing of fire hydrants • Implement new Automated Meter Reading System • Install new front feed water services to 16 customers currently served by an old 2" water line in the alley between Johnstone and Keeler, 15th to 16th Streets

CITY OF BARTLESVILLE

2012-13 Operating Budget
Water Operating Fund – Water Distribution – Summary
(continued)

Budget Highlights: The major expenditures in this department are personnel costs, fuel, maintenance and repair services, and replacement of equipment and main line replacement.

FUND 510 WATER
DEPT 730 WATER DISTRIBUTION

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$1,476,078	$2,252,109	$1,604,926	$1,454,866	$1,454,866

CITY OF BARTLESVILLE

2012-13 Operating Budget

Water Operating Fund – Water Distribution – Line Item Detail

PERSONNEL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
51110 REGULAR SALARIES	$ 697,726	$ 752,350	$ 714,806	$ 749,000	$ 749,000	$ 749,000
51120 OVERTIME	40,923	44,178	51,371	45,000	45,000	45,000
51130 FICA	54,861	57,400	58,613	58,000	58,000	58,000
51140 GROUP INSURANCE	161,411	157,196	157,196	119,241	119,241	119,241
51150 DB RETIREMENT	98,521	127,715	127,715	126,000	126,000	126,000
51155 DC RETIREMENT	4,940	6,663	6,663	9,000	9,000	9,000
51170 WORKER'S COMPENSATION	90,931	95,201	95,021	3,255	3,255	3,255
51180 UNEMPLOYMENT COMP	10,741	-	-	-	-	-
TOTAL PERSONNEL SERVICES	$ 1,160,054	$ 1,240,703	$ 1,211,385	$ 1,109,496	$ 1,109,496	$ 1,109,496
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 6,626	$ 8,275	$ 7,746	$ 8,800	$ 8,800	$ 8,800
52410 PROFESSIONAL SERVICES	-	6,000	5,482	6,000	6,000	6,000
52510 OTHER SERVICES	3,756	13,110	6,300	12,120	12,120	12,120
52610 MAINT. & REPAIR SERVICE	31,829	10,100	10,100	10,100	10,100	10,100
TOTAL CONTRACTUAL SERVICES	$ 42,211	$ 37,485	$ 29,628	$ 37,020	$ 37,020	$ 37,020
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ -	$ -	$ -	$ 15,800	$ 15,800	$ 15,800
53310 GENERAL SUPPLIES	12,098	6,550	5,665	6,550	6,550	6,550
53410 TOOLS & EQUIPMENT	5,281	6,000	5,892	6,000	6,000	6,000
53510 FUEL	38,314	45,000	40,220	45,000	45,000	45,000
53610 MAINT. & REPAIR MATERIALS	217,388	249,000	231,200	235,000	235,000	235,000
TOTAL MATERIALS & SUPPLIES	$ 273,081	$ 306,550	$ 282,977	$ 308,350	$ 308,350	$ 308,350

CITY OF BARTLESVILLE

2012-13 Operating Budget

Water Operating Fund – Water Distribution – Line Item Detail

(continued)

CAPITAL OUTLAY	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
55930 OTHER IMPROVEMENTS	$ (2,100)	$ 660,126	$ -	$ 660,120	$ -	$ -
55940 MACHINERY & EQUIPMENT	2,832	7,245	80,936	9,400	-	-
TOTAL CAPITAL OUTLAY	$ 732	$ 667,371	$ 80,936	$ 669,520	$ -	$ -
TOTAL BUDGET	**$ 1,476,078**	**$ 2,252,109**	**$ 1,604,926**	**$ 2,124,386**	**$ 1,454,866**	**$ 1,454,866**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Water Operating Fund – Water Distribution – Personnel and Capital Detail

FUND 510 WATER
DEPT 730 WATER DISTRIBUTION

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-2011 ACTUAL NUMBER OF EMPLOYEES*	*2011-2012 BUDGETED NUMBER OF EMPLOYEES*	*2011-2012 ACTUAL NUMBER OF EMPLOYEES*	*2012-2013 BUDGTED NUMBER OF EMPLOYEES*
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	2
Meter Technician	0	0	0	1
UT Maintenance Worker	6	8	8	6
Temp	6	1	1	2
1/4 Maint Work (Shared Parks)	0	0.5	0.5	0
TOTAL	**23**	**20.5**	**20.5**	**21**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Water Operating Fund – Transfers – Summary

Department Mission:	The Transfers department is not an operating department, and therefore has no mission.
Department Description:	The Transfers department is used to account for transfers out to other funds. These activities are generally non-departmental, and therefore utilize this department.
2012 Accomplishments:	N/A
2013 Objectives:	N/A
Budget Highlights:	The Water Fund has two transfers. The transfer to the General Fund is to assist in funding the general operations of the City of Bartlesville, and the transfer to the Health Insurance Fund is for the Water Fund's portion of the amount necessary to establish the Health Insurance Fund.

FUND 510 WATER
DEPT 900 TRANSFERS

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$997,347	$1,191,258	$1,191,258	$2,509,703	$2,509,703

CITY OF BARTLESVILLE

2012-13 Operating Budget

Water Operating Fund – Transfers – Line Item Detail

TRANSFERS OUT	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
59101 GENERAL FUND	$ 997,347	$ 1,039,293	$ 1,039,293	$ 1,104,217	$ 1,104,217	$ 1,104,217
59663 AUTO COLLISION INSURANCE	-	100,000	100,000	-	-	-
59670 STABILIZATION RESERVE FUND	-	51,965	51,965	227,756	227,756	227,756
59675 CAPITAL RESERVE FUND	-	-	-	1,177,730	1,177,730	1,177,730
TOTAL TRANSFERS	$ 997,347	$ 1,191,258	$ 1,191,258	$ 2,509,703	$ 2,509,703	$ 2,509,703
TOTAL BUDGET	**$ 997,347**	**$ 1,191,258**	**$ 1,191,258**	**$ 2,509,703**	**$ 2,509,703**	**$ 2,509,703**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Sanitation Operating Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE		*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Sanitation		$ 3,051,814	$ 4,483,988	$ 3,044,346	$ 3,051,427
Transfers Out:	To General	711,042	819,618	819,618	702,684
	To Auto Collision Insurance Fund	-	50,000	50,000	-
	To Stabilization Reserve Fund	-	192,127	192,127	150,164
	To Capital Reserve Fund	-	-	-	2,050,000
Reserves:	Contingency	-	60,458	-	61,029
	Compensated Absences Reserve	-	78,322	-	72,466
Total Expenditures and Reserves		**$ 3,762,856**	**$ 5,684,513**	**$ 4,106,091**	**$ 6,087,770**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Charges for Services	$ 3,981,086	$ 4,164,264	$ 4,432,726	$ 4,432,726
Interest and Investment Income	27,168	23,130	17,580	13,100
Donations and Miscellaneous	892	15,704	6,161	-
Fund Balance	1,109,721	1,481,415	1,315,133	1,665,509
Total Available for Appropriation	**$ 5,118,867**	**$ 5,684,513**	**$ 5,771,600**	**$ 6,111,335**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Sanitation Operating Fund – Sanitation – Summary

Department Mission:	To provide solid waste removal and disposal services to all citizens of Bartlesville and to provide for litter removal and street sweeping for all major streets and right-of way.
Department Description:	The Sanitation Department is responsible for collection and disposal for all solid waste generated within the City except for a small number of commercial customers serviced by private companies. The Department currently collects residential solid waste twice weekly and commercial solid waste from two to six times weekly, depending upon individual needs and the level of service desired. The Department also collects litter from the rights-of-way of major streets and residential and commercial alleys and is also responsible for street sweeping.
2012 Accomplishments:	• Continued to move towards implementation of an automated residential refuse collection program • Purchased a new roll-off truck • Drafted new city ordinances for council approval • Sent out bids for automated refuse trucks • Continued to make steps to improve public perception of the department • Provided a fall clean-up program for the citizens of Bartlesville
2013 Objectives:	• Approval of new Solid Waste Ordinances • Purchase automated refuse trucks • Purchase additional polycarts for automated collection • Continue to move towards implementation of an automated refuse collection program • Continue to make steps to improve public perception of the department

CITY OF BARTLESVILLE

2012-13 Operating Budget
Sanitation Operating Fund – Sanitation – Summary
(continued)

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

FUND 511 SANITATION
DEPT 750 SANITATION

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$3,051,814	$4,483,988	$3,044,346	$3,051,427	$3,051,427

CITY OF BARTLESVILLE

2012-13 Operating Budget

Sanitation Operating Fund – Sanitation – Line Item Detail

PERSONNEL SERVICES	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 REQUEST***	***CITY MGR REC***	***2012-13 APPROVED***
51110 REGULAR SALARIES	$ 1,219,495	$ 1,218,725	$ 1,275,749	$ 1,305,000	$ 1,305,000	$ 1,305,000
51120 OVERTIME	-	15,580	-	16,000	16,000	16,000
51130 FICA	90,166	93,070	94,729	100,000	100,000	100,000
51140 GROUP INSURANCE	245,151	220,075	220,075	232,520	232,520	232,520
51150 DB RETIREMENT	162,599	204,078	192,788	197,000	197,000	197,000
51155 DC RETIREMENT	6,884	9,225	10,123	13,000	13,000	13,000
51170 WORKER'S COMPENSATION	124,893	158,900	158,900	9,665	9,665	9,665
51180 UNEMPLOYMENT COMP	472	-		-	-	
TOTAL PERSONNEL SERVICES	$ 1,849,660	$ 1,919,653	$ 1,952,364	$ 1,873,185	$ 1,873,185	$ 1,873,185
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 1,973	$ 3,680	$ 2,568	$ 3,680	$ 3,680	$ 3,680
52310 UTILITIES & COMMUNICATIONS	4,496	6,500	4,196	6,500	6,500	6,500
52410 PROFESSIONAL SERVICES	-	-	9,600	-	-	-
52510 OTHER SERVICES	773,619	802,108	650,000	802,108	802,108	802,108
52610 MAINT. & REPAIR SERVICE	10,271	25,000	9,000	25,000	25,000	25,000
TOTAL CONTRACTUAL SERVICES	$ 790,359	$ 837,288	$ 675,364	$ 837,288	$ 837,288	$ 837,288
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 370	$ 3,100	$ 262	$ 3,100	$ 3,100	$ 3,100
53210 JANITORIAL SUPPLIES	1,410	2,000	1,647	2,000	2,000	2,000
53310 GENERAL SUPPLIES	10,420	19,686	10,959	19,686	19,686	19,686
53410 TOOLS & EQUIPMENT	9,629	16,168	1,000	16,168	16,168	16,168
53510 FUEL	134,379	120,000	153,038	150,000	150,000	150,000
53610 MAINT. & REPAIR MATERIALS	113,487	105,019	249,712	150,000	150,000	150,000
TOTAL MATERIALS & SUPPLIES	$ 269,695	$ 265,973	$ 416,618	$ 340,954	$ 340,954	$ 340,954

CITY OF BARTLESVILLE

2012-13 Operating Budget

Sanitation Operating Fund – Sanitation – Line Item Detail

(continued)

CAPITAL OUTLAY	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
55940 MACHINERY & EQUIPMENT	$ -	$ 1,461,074	$ -	$ -	$ -	$ -
55960 VEHICLES & EQUIPMENT	142,100	-	-	-	-	-
TOTAL CAPITAL OUTLAY	$ 142,100	$ 1,461,074	$ -	$ -	$ -	$ -
TOTAL BUDGET	**$ 3,051,814**	**$ 4,483,988**	**$ 3,044,346**	**$ 3,051,427**	**$ 3,051,427**	**$ 3,051,427**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Sanitation Operating Fund – Sanitation – Personnel and Capital Detail

FUND 511 SANITATION
DEPT 750 SANITATION

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-2011 ACTUAL NUMBER OF EMPLOYEES*	*2011-2012 BUDGETED NUMBER OF EMPLOYEES*	*2011-2012 ACTUAL NUMBER OF EMPLOYEES*	*2012-2013 BUDGTED NUMBER OF EMPLOYEES*
Public Works Director	0.5	1	1	1
Sanitation Supervisor	1	1	1	1
Equipment Operator	2	2	2	2
Refuse Driver	11	11	11	11
Senior Administrative Assistant	1	1	1	1
Sanitation Maintenance Tech	1	1	1	1
Refuse Collector	22	22	22	22
TOTAL	**38.5**	**39**	**39**	**39**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Sanitation Operating Fund – Transfers – Summary

Department Mission:	The Transfers department is not an operating department, and therefore has no mission.
Department Description:	The Transfers department is used to account for transfers out to other funds. These activities are generally non-departmental, and therefore utilize this department.
2012 Accomplishments:	N/A
2013 Objectives:	N/A
Budget Highlights:	The Sanitation Fund has two transfers. The transfer to the General Fund is to assist in funding the general operations of the City of Bartlesville, and the transfer to the Health Insurance Fund is for the Sanitation Fund's portion of the amount necessary to establish the Health Insurance Fund.

FUND 511 SANITATION
DEPT 900 TRANSFERS

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$711,042	$910,599	$910,599	$2,902,848	$2,902,848

CITY OF BARTLESVILLE

2012-13 Operating Budget

Sanitation Operating Fund – Transfers – Line Item Detail

TRANSFERS OUT	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
59101 GENERAL FUND	$ 711,042	$ 819,618	$ 819,618	$ 702,684	$ 702,684	$ 702,684
59663 AUTO COLLISION INSURANCE	-	50,000	50,000	-	-	-
59670 STABILIZATION RESERVE FUND	-	40,981	40,981	150,164	150,164	150,164
59675 CAPITAL RESERVE FUND	-	-	-	2,050,000	2,050,000	2,050,000
TOTAL TRANSFERS	$ 711,042	$ 910,599	$ 910,599	$ 2,902,848	$ 2,902,848	$ 2,902,848
TOTAL BUDGET	**$ 711,042**	**$ 910,599**	**$ 910,599**	**$ 2,902,848**	**$ 2,902,848**	**$ 2,902,848**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Adams Municipal Golf Course Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE		*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Golf Course		$ 465,603	$ 450,909	$ 442,771	$ 467,687
Reserves:	Contingency	-	9,018	-	9,354
	Compensated Absences Reserve	-	8,393	-	4,748
Total Expenditures and Reserves		**$ 465,603**	**$ 468,320**	**$ 442,771**	**$ 481,789**

Revenues

REVENUE BY SOURCE		*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Charges for Services		$ 366,471	$ 361,600	$ 350,079	$ 354,300
Interest and Investment Income		2,693	1,710	536	400
Donations and Miscellaneous		-	-	597	-
Transfer In:	From General	113,110	54,296	54,296	75,123
Fund Balance		74,367	50,714	89,229	51,966
Total Available for Appropriation		**$ 556,641**	**$ 468,320**	**$ 494,737**	**$ 481,789**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Adams Municipal Golf Course Fund – Golf Course – Summary

Department Mission:	To provide a top quality public golf course at competitive rates with all of the features and benefits of a full-service golf facility.
Department Description:	The Adams Municipal Golf Course is a full-service golf facility featuring an eighteen-hole course, driving range, pro shop, and cart rentals. The facility has a maintenance staff and a professional golf staff. Golf lessons and clinics are available to the public. This facility is operated by the City with the advice of the Adams Golf Course Operating Committee.
2012 Accomplishments:	• We were able to shorten the season that we use seasonal employees by a month, saving approximately $3,000 • We were able to decrease the frequency of our cup changing, which saved us 7 man hours a week that could be used somewhere else • The pro shop staff is now empting the trash cans on the course that saves 3 man hours a week • With some golf course user connections we were able to re-deck a bridge at a savings of over $2,000 and used a steel grating instead of wood, so we will not have to do anything to it for years to come
2013 Objectives:	• Trying a new fertilization and maintenance program on our greens with the intention to lower cost and improve our putting surface in hopes of extending the life of our greens • Place a bridge on #18 and replace one on #8 to help speed up play and increase safety

CITY OF BARTLESVILLE

2012-13 Operating Budget

Adams Municipal Golf Course Fund – Golf Course – Summary

(continued)

Budget Highlights: The major expenditures in this department are personnel costs, the director's contract fees, and general supplies necessary to operate a golf course. The Pro Shop is owned and operated by the golf course director, and the City incurs no expenses and obtains no revenues from its operation.

FUND 513 GOLF COURSE
DEPT 445 GOLF COURSE

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$465,603	$450,909	$442,771	$467,687	$467,687

CITY OF BARTLESVILLE

2012-13 Operating Budget

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

PERSONNEL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
51110 REGULAR SALARIES	$ 137,670	$ 129,150	$ 127,752	$ 133,000	$ 133,000	$ 133,000
51120 OVERTIME	734	1,230	700	2,000	2,000	2,000
51130 FICA	10,226	9,840	9,495	11,000	11,000	11,000
51140 GROUP INSURANCE	41,479	23,579	23,580	17,886	17,886	17,886
51150 DB RETIREMENT	24,852	28,700	28,630	31,000	31,000	31,000
51170 WORKER'S COMPENSATION	26,492	609	609	-	-	-
TOTAL PERSONAL SERVICES	$ 241,453	$ 193,108	$ 190,766	$ 194,886	$ 194,886	$ 194,886
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 25,586	$ 23,700	$ 23,700	$ 23,700	$ 23,700	$ 23,700
52310 UTILITIES & COMMUNICATIONS	21,848	36,000	26,661	36,000	36,000	36,000
52410 PROFESSIONAL SERVICES	73,251	77,252	79,544	77,252	77,252	77,252
52510 OTHER SERVICES	6,203	10,250	9,800	10,250	10,250	10,250
52610 MAINT. & REPAIR SERVICE	1,154	3,000	1,700	3,000	3,000	3,000
TOTAL CONTRACTUAL SERVICES	$ 128,042	$ 150,202	$ 141,405	$ 150,202	$ 150,202	$ 150,202
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 174	$ 1,099	$ 1,300	$ 1,099	$ 1,099	$ 1,099
53210 JANITORIAL SUPPLIES	1,904	2,500	1,400	2,500	2,500	2,500
53310 GENERAL SUPPLIES	53,254	43,000	42,500	43,000	43,000	43,000
53410 TOOLS & EQUIPMENT	1,999	1,000	1,900	1,000	1,000	1,000
53510 FUEL	9,583	15,000	11,000	15,000	15,000	15,000
53610 MAINT. & REPAIR MATERIALS	26,944	45,000	45,000	45,000	45,000	45,000
TOTAL MATERIALS & SUPPLIES	$ 93,858	$ 107,599	$ 103,100	$ 107,599	$ 107,599	$ 107,599

CITY OF BARTLESVILLE

2012-13 Operating Budget

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

(continued)

CAPITAL OUTLAY	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
55930 OTHER IMPROVEMENTS	$ -	$ -	$ -	$ -	$ 15,000	$ 15,000
55960 VEHICLES & EQUIPMENT	2,250	-	7,500	-	-	-
TOTAL CAPITAL OUTLAY	$ 2,250	$ -	$ 7,500	$ -	$ 15,000	$ 15,000
TOTAL BUDGET	**$ 465,603**	**$ 450,909**	**$ 442,771**	**$ 452,687**	**$ 467,687**	**$ 467,687**

CITY OF BARTLESVILLE

2012-13 Operating Budget

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

FUND 513 GOLF COURSE
DEPT 445 GOLF COURSE

PERSONNEL SCHEDULE

CLASSIFICATION	*2010-2011 ACTUAL NUMBER OF EMPLOYEES*	*2011-2012 BUDGETED NUMBER OF EMPLOYEES*	*2011-2012 ACTUAL NUMBER OF EMPLOYEES*	*2012-2013 BUDGTED NUMBER OF EMPLOYEES*
Golf Course Superintendent	1	1	1	1
Senior Vehicle-Equip. Mechanic	1	0	0	0
Golf Course Supervisor	1	1	1	1
Maintenance Worker	2	1	1	1
TOTAL	**5**	**3**	**3**	**3**

CAPITAL OUTLAY SCHEDULE

ACCOUNT NUMBER	*ITEM*	*ADDITION OR REPLACEMENT*	*QUANTITY*	*BUDGETED EXPENDITURE*
513-445-55930	Driving Range Fence	Replacement	1	$ 15,000
TOTAL				**$ 15,000**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Sooner Pool Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Sooner Pool	$ 37,824	$ 79,707	$ 79,728	$ 94,051
Reserves: Contingency	-	-	-	1,881
Total Expenditures and Reserves	**$ 37,824**	**$ 79,707**	**$ 79,728**	**$ 95,932**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Charges for Services	$ 25,536	$ 23,100	$ 31,165	$ 29,607
Interest and Investment Income	95	-	463	300
Donations and Miscellaneous	63,872	-	-	-
Transfer In: From General	-	26,000	26,000	37,313
Fund Balance	-	30,642	50,812	28,712
Total Available for Appropriation	**$ 89,503**	**$ 79,742**	**$ 108,440**	**$ 95,932**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Sooner Pool Fund – Swimming Pool – Summary

Department Mission:	To provide citizens with affordable access to quality recreational swimming facilities at Sooner Pool.
Department Description:	Sooner Pool is one of the two City-operated public swimming pools. Sooner Pool is an Olympic-sized pool located in Sooner Park.
2012 Accomplishments:	• Successfully opened, operated, and managed Sooner Pool for a 72 day season, serving 8,087 patrons • Constructed and operated a full service concession stand for Sooner Pool • Provided a swimming lesson program which served 280 children, an increase of 85% over last summer • Revenues covered 62% of the operating costs for the 2011 season, which are comparable with the Summer 2009 season
2013 Objectives:	• Explore options to increase revenues and attendance by special programming and events. • Continue to operate a public swimming pool and program which provides a safe, clean environment for children, adults, and families which meets or exceeds the minimum operating standards required by the State of Oklahoma
Budget Highlights:	The major budgeted expenditures for the Swimming Pools are personnel costs for temporary and part-time labor, concessions items, utilities, chemicals, supplies, maintenance, and repair services.

CITY OF BARTLESVILLE

2012-13 Operating Budget

Sooner Pool Fund – Swimming Pool – Summary

(continued)

FUND 515 SOONER POOL
DEPT 433 POOLS

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$ 37,824	$ 79,707	$ 79,728	$ 94,051	$ 94,051

CITY OF BARTLESVILLE

2012-13 Operating Budget

Sooner Pool Fund – Swimming Pool – Line Item Detail

PERSONNEL SERVICES	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 REQUEST***	***CITY MGR REC***	***2012-13 APPROVED***
51110 REGULAR SALARIES	$ 7,656	$ 40,533	$ 53,803	$ 48,000	$ 48,000	$ 48,000
51130 FICA	586	3,101	4,081	3,101	3,101	3,101
51170 WORKER'S COMPENSATION	-	196	196	-	-	-
TOTAL PERSONNEL SERVICES	$ 8,242	$ 43,830	$ 58,080	$ 51,101	$ 51,101	$ 51,101
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 250	$ 8,630	$ 8,200	$ 2,400	$ 2,400	$ 2,400
52210 FINANCIAL SERVICES	37	-	-	-	-	-
52310 UTILITIES & COMMUNICATIONS	341	5,100	7,162	5,400	5,400	5,400
52510 OTHER SERVICES	-	-	-	2,200	2,200	2,200
52610 MAINT. & REPAIR SERVICE	66	-	132	-	-	-
52950 MISCELLANEOUS	-	6,456	-	-	-	-
TOTAL CONTRACTUAL SERVICES	$ 694	$ 20,186	$ 15,494	$ 10,000	$ 10,000	$ 10,000
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 5	$ -	$ -	$ 400	$ 400	$ 400
53210 JANITORIAL SUPPLIES	587	441	-	800	800	800
53310 GENERAL SUPPLIES	22,496	13,403	5,600	26,250	26,250	26,250
53410 TOOLS & EQUIPMENT	-	-	-	500	500	500
53610 MAINT. & REPAIR MATERIALS	5,800	1,847	554	5,000	5,000	5,000
TOTAL MATERIALS & SUPPLIES	$ 28,888	$ 15,691	$ 6,154	$ 32,950	$ 32,950	$ 32,950
TOTAL BUDGET	**$ 37,824**	**$ 79,707**	**$ 79,728**	**$ 94,051**	**$ 94,051**	**$ 94,051**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Sooner Pool Fund – Swimming Pool – Personnel and Capital Detail

FUND 515 SOONER POOL
DEPT 432 SWIMMING POOLS

PERSONNEL SCHEDULE

All pool personnel are seasonal part-time employees

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

CITY OF BARTLESVILLE

2012-13 Operating Budget

Frontier Pool Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 BUDGET***
Frontier Pool	$ 37,169	$ 135,188	$ 137,239	$ 129,153
Reserves: Contingency	-	-	-	2,583
Total Expenditures and Reserves	**$ 37,169**	**$ 135,188**	**$ 137,239**	**$ 131,736**

Revenues

REVENUE BY SOURCE	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 BUDGET***
Charges for Services	$ 44,170	$ 69,000	$ 68,400	$ 64,980
Interest and Investment Income	79	-	450	300
Donations and Miscellaneous	500	-	520	-
Transfer In: From General	34,000	68,000	68,000	24,744
Fund Balance	-	1,603	41,581	41,712
Total Available for Appropriation	**$ 78,749**	**$ 138,603**	**$ 178,951**	**$ 131,736**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Frontier Pool Fund – Swimming Pool – Summary

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

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

2012 Accomplishments:

- Successfully opened, operated, and managed Sooner Pool for a 72 day season, serving 24,840 patrons
- Provided a quality facility for private pool parties
- Revenues covered 85% of the operating costs for the 2011 season, which is an 8% increase from the Summer 2010 season

2013 Objectives:

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

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

FUND 516 FRONTIER POOL
DEPT 432 POOLS

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$ 37,169	$ 135,188	$ 137,239	$ 129,153	$ 129,153

CITY OF BARTLESVILLE

2012-13 Operating Budget

Frontier Pool Fund – Swimming Pool – Line Item Detail

PERSONNEL SERVICES	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 REQUEST***	***CITY MGR REC***	***2012-13 APPROVED***
51110 REGULAR SALARIES	$ 11,553	$ 66,841	$ 80,588	$ 71,690	$ 71,690	$ 71,690
51130 FICA	884	5,113	5,313	5,113	5,113	5,113
51170 WORKER'S COMPENSATION	-	196	196	-	-	-
51180 UNEMPLOYMENT COMP	33	-	-	-	-	-
TOTAL PERSONNEL SERVICES	$ 12,470	$ 72,150	$ 86,097	$ 76,803	$ 76,803	$ 76,803
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	$ 218	$ 13,094	$ 8,614	$ 3,100	$ 3,100	$ 3,100
52210 FINANCIAL SERVICES	37	-	-	-	-	-
52310 UTILITIES & COMMUNICATIONS	2,052	15,375	15,793	16,600	16,600	16,600
52510 OTHER SERVICES	-	-	-	1,700	1,700	1,700
52610 MAINT. & REPAIR SERVICE	66	-	1,257	-	-	-
52950 MISCELLANEOUS	-	9,634		-	-	-
TOTAL CONTRACTUAL SERVICES	$ 2,373	$ 38,103	$ 25,664	$ 21,400	$ 21,400	$ 21,400
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	$ 5	$ -	$ -	$ 400	$ 400	$ 400
53210 JANITORIAL SUPPLIES	421	800	475	800	800	800
53310 GENERAL SUPPLIES	21,090	24,092	12,500	26,250	26,250	26,250
53410 TOOLS & EQUIPMENT	-	-		500	500	500
53610 MAINT. & REPAIR MATERIALS	810	43	12,503	3,000	3,000	3,000
TOTAL MATERIALS & SUPPLIES	$ 22,326	$ 24,935	$ 25,478	$ 30,950	$ 30,950	$ 30,950
TOTAL BUDGET	**$ 37,169**	**$ 135,188**	**$ 137,239**	**$ 129,153**	**$ 129,153**	**$ 129,153**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Frontier Pool Fund – Swimming Pool – Personnel and Capital Detail

FUND 516 FRONTIER POOL
DEPT 432 SWIMMING POOLS

PERSONNEL SCHEDULE

All pool personnel are seasonal part-time employees

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

INTERNAL SERVICE FUNDS

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CITY OF BARTLESVILLE

2012-13 Operating Budget

Internal Service Funds – Summary by Fund or Source

Expenditures and Reserves

EXPENDITURES BY FUND	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Workers' Compensation	$ 435,150	$ 525,000	$ 213,000	$ 425,000
Health Insurance	2,306,521	2,770,000	2,053,060	2,565,000
Auto Collision Insurance	-	300,000	-	300,000
Stabilization Reserve	-	1,185,717	-	2,498,450
Capital Reserve	-	-	-	3,513,610
Total Expenditures and Reserves	**$ 2,741,671**	**$ 4,780,717**	**$ 2,266,060**	**$ 9,302,060**

Revenues

REVENUE BY SOURCE		*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Interest and Investment Income		$ 5,198	$ 2,000	$ 5,217	$ 2,000
Donations and Miscellaneous		8,310	-	11,065	-
Employee Contributions		358,209	350,000	286,381	290,000
Retiree Contributions		169,914	185,000	161,308	150,000
Contributions from Operating Departments		462,144	516494	516,494	79,771
Reimbursement of Operations		1,894,213	1,858,769	1,858,769	1,550,134
Reimbursement by Contract		49,868	30,000	195	-
Transfers In:	General Fund	-	675,039	675,039	818,328
	Wastewater	-	189,509	189,509	636,485
	Water	-	379,042	379,042	1,405,486
	Sanitation	-	242,127	242,127	2,200,164
Fund Balance		248,103	352,737	344,726	2,403,812
Total Available for Appropriation		**$ 3,195,959**	**$ 4,780,717**	**$ 4,669,872**	**$ 9,536,180**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Worker's Compensation Fund– Summary

Fund Mission:	N/A
Fund Description:	The Worker's Compensation Fund was established to account for the disbursement of funds to pay the City's workman's compensation claims. The City is self insured and holds no workman's compensation policy, preferring to be "own-risk" insured.
2012 Accomplishments:	N/A
2013 Objectives:	N/A
Budget Highlights:	The only expenditures in this fund are workman's compensation claims and administrative fees that are paid from the General Services Department.

CITY OF BARTLESVILLE

2012-13 Operating Budget

Worker's Compensation Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 BUDGET***
Work Comp Claims	$ 415,050	$ 500,000	$ 192,000	$ 400,000
Administration	20,100	25,000	21,000	25,000
Total Expenditures	**$ 435,150**	**$ 525,000**	**$ 213,000**	**$ 425,000**

Revenues

REVENUE BY SOURCE	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 BUDGET***
Interest and Investment Income		$ -	$ 1,181	$ -
Donations and Miscellaneous	8,310	-	11,065	-
Contributions from Operating Departments	462,144	516,494	516,494	79,771
Fund Balance	4,497	8,506	29,489	345,229
Total Available for Appropriation	**$ 474,951**	**$ 525,000**	**$ 558,229**	**$ 425,000**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Health Insurance Fund– Summary

Fund Mission:	N/A
Fund Description:	The Health Insurance Fund was established to account for the receipt and disbursement of funds related to the City's health insurance claims. The City is self insured and holds only a stop loss health insurance policy that prevents individual claims from exceeding $75,000.
2012 Accomplishments:	N/A
2013 Objectives:	N/A
Budget Highlights:	The only expenditures in this fund are health insurance claims and administrative fees that are paid from the General Services Department.

CITY OF BARTLESVILLE

2012-13 Operating Budget

Health Insurance Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 BUDGET***
Medical Claims	$ 1,942,378	$ 2,300,000	$ 1,697,876	$ 2,200,000
Administration Fees	364,143	470,000	355,184	365,000
Total Expenditures	**$ 2,306,521**	**$ 2,770,000**	**$ 2,053,060**	**$ 2,565,000**

Revenues

REVENUE BY SOURCE	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 BUDGET***
Employee Contributions	$ 358,209	$ 350,000	$ 286,381	$ 290,000
Retiree Contributions	169,914	185,000	161,308	150,000
Investment Earnings	5,198	2,000	4,036	2,000
Reimbursement of Operations	1,894,213	1,858,769	1,858,769	1,550,134
Reimbursement by Contract	49,868	30,000	195	-
Fund Balance	243,606	344,231	315,237	572,866
Total Available for Appropriation	**$ 2,721,008**	**$ 2,770,000**	**$ 2,625,926**	**$ 2,565,000**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Auto Collision Insurance Fund– Summary

Fund Mission:	N/A
Fund Description:	The Auto Collision Fund was established to help mitigate the City's self insurance risk as it applies to automobile physical damage and collision. The City insures all vehicles for liability damage, and the City's employees while operating the vehicles are covered by Worker's Compensation Insurance. However, the City is "own risk" for purposes of auto collision and physical damage.
2012 Accomplishments:	N/A
2013 Objectives:	N/A
Budget Highlights:	The only budgeted expenditures for this fund are for the payment of auto physical damage and collision claims.

CITY OF BARTLESVILLE

2012-13 Operating Budget

Auto Collision Insurance Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 BUDGET***
Auto Collision Claims	$ -	$ 300,000	$ -	$ 300,000
Total Expenditures	**$ -**	**$ 300,000**	**$ -**	**$ 300,000**

Revenues

REVENUE BY SOURCE		***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 BUDGET***
Transfers In:	General Fund	$ -	$ 100,000	$ 100,000	$ -
	Wastewater	-	50,000	50,000	-
	Water	-	100,000	100,000	-
	Sanitation	-	50,000	50,000	-
Fund Balance		-	-	-	300,000
Total Available for Appropriation		**$ -**	**$ 300,000**	**$ 300,000**	**$ 300,000**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Stabilization Reserve Fund– Summary

Fund Mission:	N/A
Fund Description:	The Stabilization Reserve Fund was established by an ordinance of the Council which was adopted in fiscal year 2010-11. This ordinance was effective for all fiscal years beginning after July 1, 2011. This fund receives contributions from the operating funds in accordance with this ordinance and provides a means to account for these balances. All balances held in this fund are restricted in accordance with the enabling legislation.
2012 Accomplishments:	N/A
2013 Objectives:	N/A
Budget Highlights:	This fund has no budgeted expenditures and all amounts held in this fund are restricted in accordance with the City's Stabilization Reserve Fund ordinance.

CITY OF BARTLESVILLE

2012-13 Operating Budget

Stabilization Reserve Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
General Fund Reserve	$ -	$ 575,039	$ -	$ 1,393,367
Wastewater Fund Reserve	-	139,509	-	255,994
Water Fund Reserve	-	279,042	-	506,798
Sanitation Fund Reserve	-	192,127	-	342,291
Total Expenditures and Reserves	**$ -**	**$ 1,185,717**	**$ -**	**$ 2,498,450**

Revenues

REVENUE BY SOURCE		*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Transfers In:	General Fund	$ -	$ 575,039	$ 575,039	$ 818,328
	Wastewater	-	139,509	139,509	116,485
	Water	-	279,042	279,042	227,756
	Sanitation	-	192,127	192,127	150,164
Fund Balance		-	-	-	1,185,717
Total Available for Appropriation		**$ -**	**$ 1,185,717**	**$ 1,185,717**	**$ 2,498,450**

CITY OF BARTLESVILLE

2012-13 Operating Budget
Capital Reserve Fund– Summary

Fund Mission:	N/A
Fund Description:	The Capital Reserve Fund was established by an ordinance of the Council which was adopted in fiscal year 2010-11. This ordinance was effective for all fiscal years beginning after July 1, 2011. However, the ordinance allowed a grace period for all funds that were required to participate, so that long term capital plans may be formed prior to participation in this fund. This fund receives contributions from the operating funds in accordance with this ordinance and provides a means to account for these balances. All balances held in this fund are restricted in accordance with the enabling legislation.
2012 Accomplishments:	N/A
2013 Objectives:	N/A
Budget Highlights:	This fund has no budgeted expenditures and all amounts held in this fund are restricted in accordance with the City's Capital Reserve Fund ordinance.

CITY OF BARTLESVILLE

2012-13 Operating Budget

Capital Reserve Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 BUDGET***
Wastewater	-	-	-	469,500
Water	-	-	-	1,036,745
Sanitation	-	-	-	2,007,365
Total Expenditures	**$ -**	**$ -**	**$ -**	**$ 3,513,610**

Revenues

REVENUE BY SOURCE		***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 BUDGET***
Transfers In:	Wastewater	$ -	$ -	$ -	$ 520,000
	Water	-	-	-	1,177,730
	Sanitation	-	-	-	2,050,000
Fund Balance		-	-	-	-
Total Available for Appropriation		**$ -**	**$ -**	**$ -**	**$ 3,747,730**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Capital Reserve Fund Capital Outlay Detail

Capital Schedule

DEPARTMENT	*PROJECT NUMBER*	*DESCRIPTION*	*10/11 ACTUAL*	*11/12 BUDGET*	*11/12 ESTIMATE*	*12/13 BUDGET*
710	New	Refrigerated Effluent Sampler	$ -	$ -	$ -	$ 4,900
710	New	Channel Monster Grinder	-	-	-	75,000
710	New	Tuxedo Pump Station Valves	-	-	-	20,400
710	New	Zero Turn Mower	-	-	-	7,700
710	New	1/2 Ton Pickup Truck	-	-	-	18,300
		Total Wastewater Plant	**-**	**-**	**-**	***126,300***
715	New	Dump Truck, 8 yd	-	-	-	63,400
715	New	Harvard Sewer Line	-	-	-	275,200
715	New	Concrete Chain Saw	-	-	-	4,600
		Total Wastewater Maintenance	**-**	**-**	**-**	***343,200***
720	New	Tank Mixing System	-	-	-	231,525
720	New	72" ZTR Mower	-	-	-	11,800
720	New	Altitude Valve	-	-	-	9,550
		Total Water Plant	**-**	**-**	**-**	***252,875***
725	New	Roof replacement for water utilities building	-	-	-	76,000
		Total Water Administration	**-**	**-**	**-**	***76,000***
720	New	6" Water Line (Oak , 14th to 16th Street)	-	-	-	38,350
720	New	Portable Light Tower	-	-	-	9,400
720	New	Circle Mountain Water Line	-	-	-	660,120
		Total Water Distribution	**-**	**-**	**-**	***707,870***
270	New	Automated Refuse Trucks	-	-	-	1,125,000
270	New	Poly Carts	-	-	-	882,365
		Total Sanitation	**-**	**-**	**-**	***2,007,365***
TOTAL			**$ -**	**$ -**	**$ -**	**$ 3,513,610**

FIDUCIARY FUNDS

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CITY OF BARTLESVILLE

2012-13 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.
2012 Accomplishments:	• A new roof was installed over the Mausoleum Entrance in March 2012
2013 Objectives:	• Complete the re-wiring project. Install new wiring in remaining area by September 2012 • Make improvements or repairs as needed
Budget Highlights:	The only budget expenditures in this fund are for miscellaneous improvements to the mausoleum.

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FUND 773 MAUSOLEUM TRUST
DEPT 173 MAUSOLEUM

2008-09 ACTUAL	2009-10 BUDGET	2009-10 ESTIMATE	2010-11 CITY MGR RECOMMENDS	2010-11 APPROVED BUDGET
$0	$13,331	$3,100	$10,234	$10,234

CITY OF BARTLESVILLE

2012-13 Operating Budget

Mausoleum Endowment Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Mausoleum	$ -	$ 13,331	$ 3,100	$ 10,234
Total Expenditures	**$ -**	**$ 13,331**	**$ 3,100**	**$ 10,234**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Interest and Investment Income	$ 184	$ 90	$ 65	$ -
Fund Balance	13,085	13,241	13,269	10,234
Total Available for Appropriation	**$ 13,269**	**$ 13,331**	**$ 13,334**	**$ 10,234**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Mausoleum Endowment Fund – Line Item Detail

MATERIALS & SUPPLIES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
53610 MAINT. & REPAIR MATERIALS	$ -	$ 13,331	$ 3,100	$ 10,234	$ 10,234	$ 10,234
TOTAL MATERIALS & SUPPLIES	$ -	$ 13,331	$ 3,100	$ 10,234	$ 10,234	$ 10,234
TOTAL BUDGET	**$ -**	**$ 13,331**	**$ 3,100**	**$ 10,234**	**$ 10,234**	**$ 10,234**

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BARTLESVILLE MUNICIPAL AUTHORITY FUNDS

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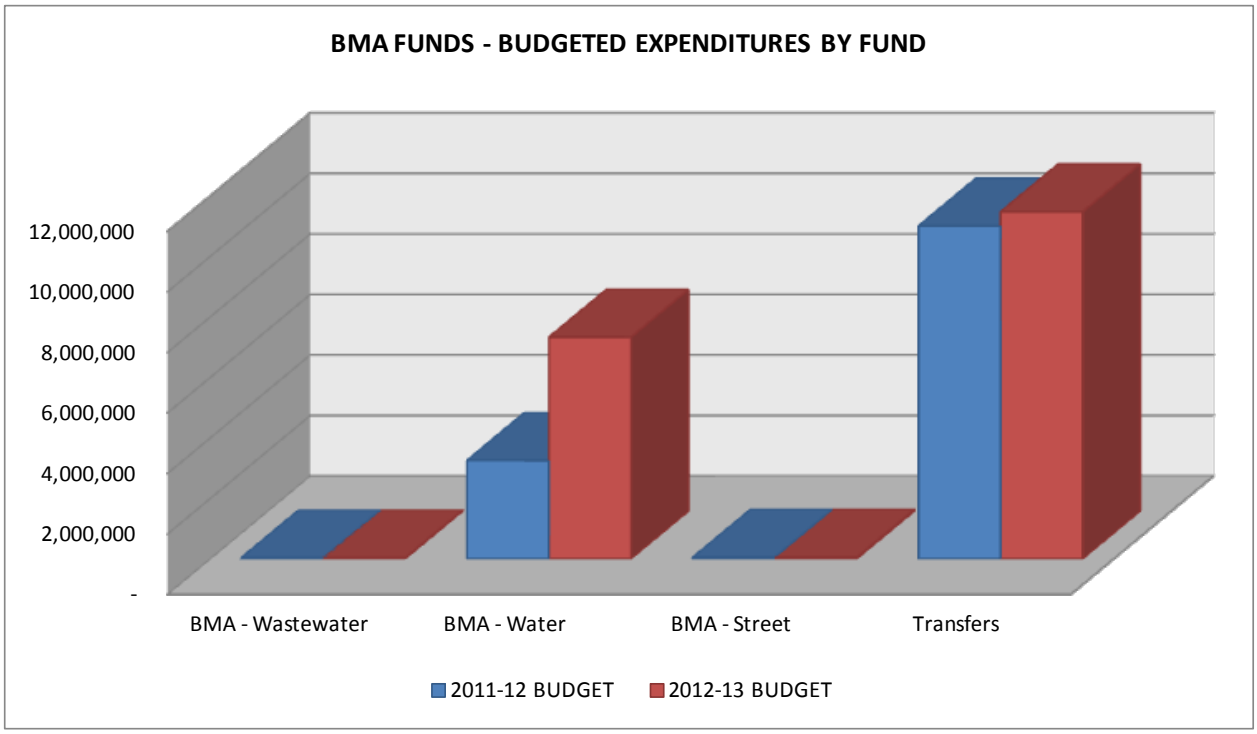
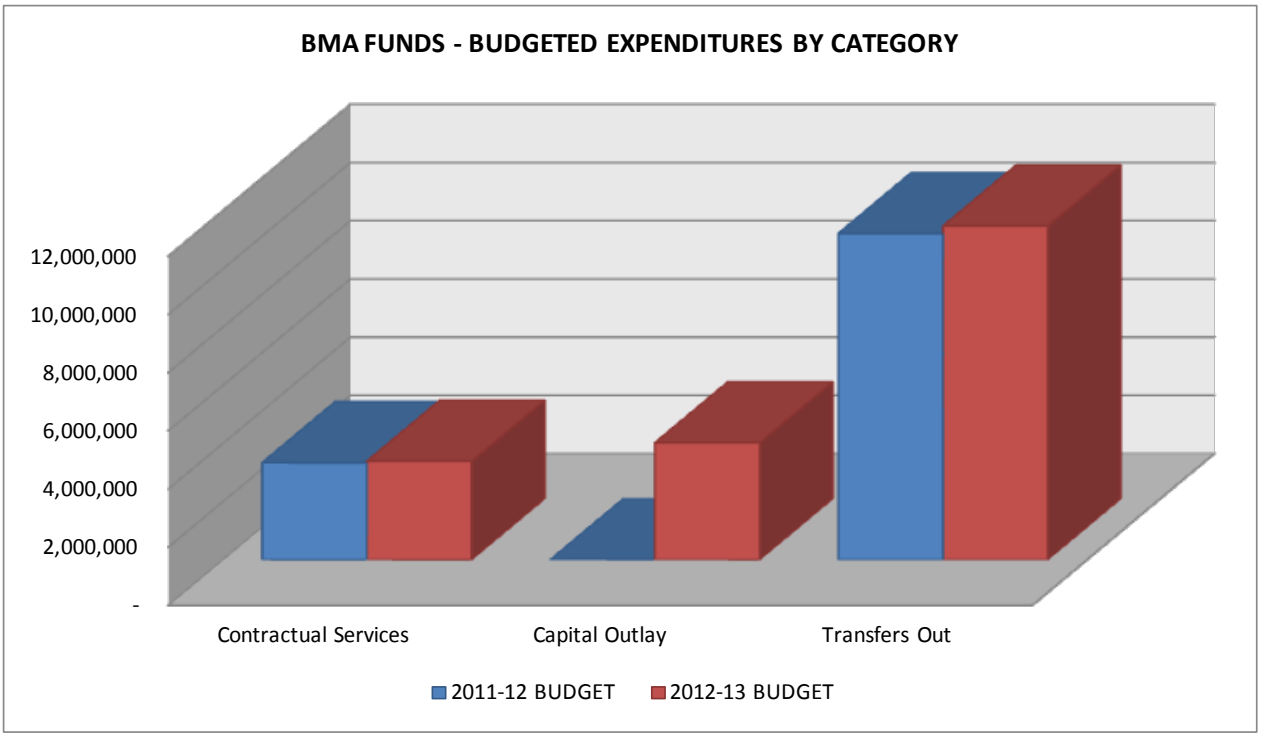
CITY OF BARTLESVILLE

2012-13 Operating Budget

Bartlesville Municipal Authority Funds – Expenditure Graphs

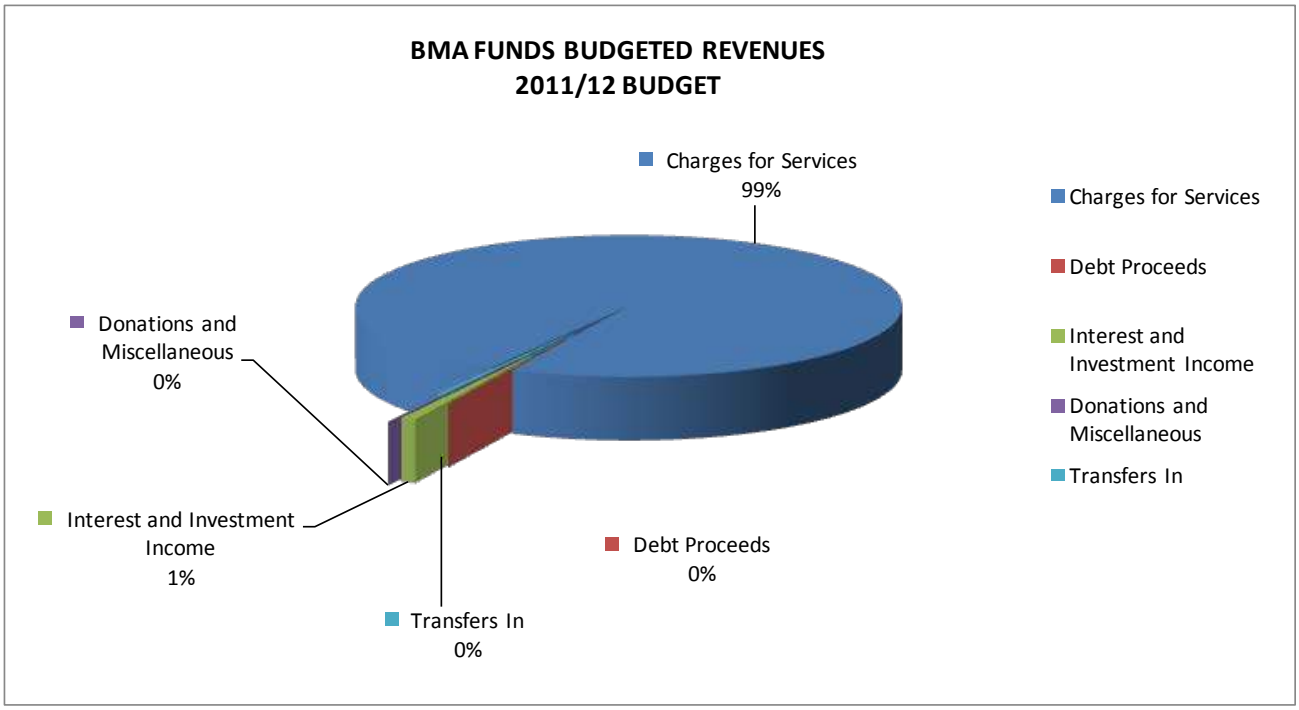


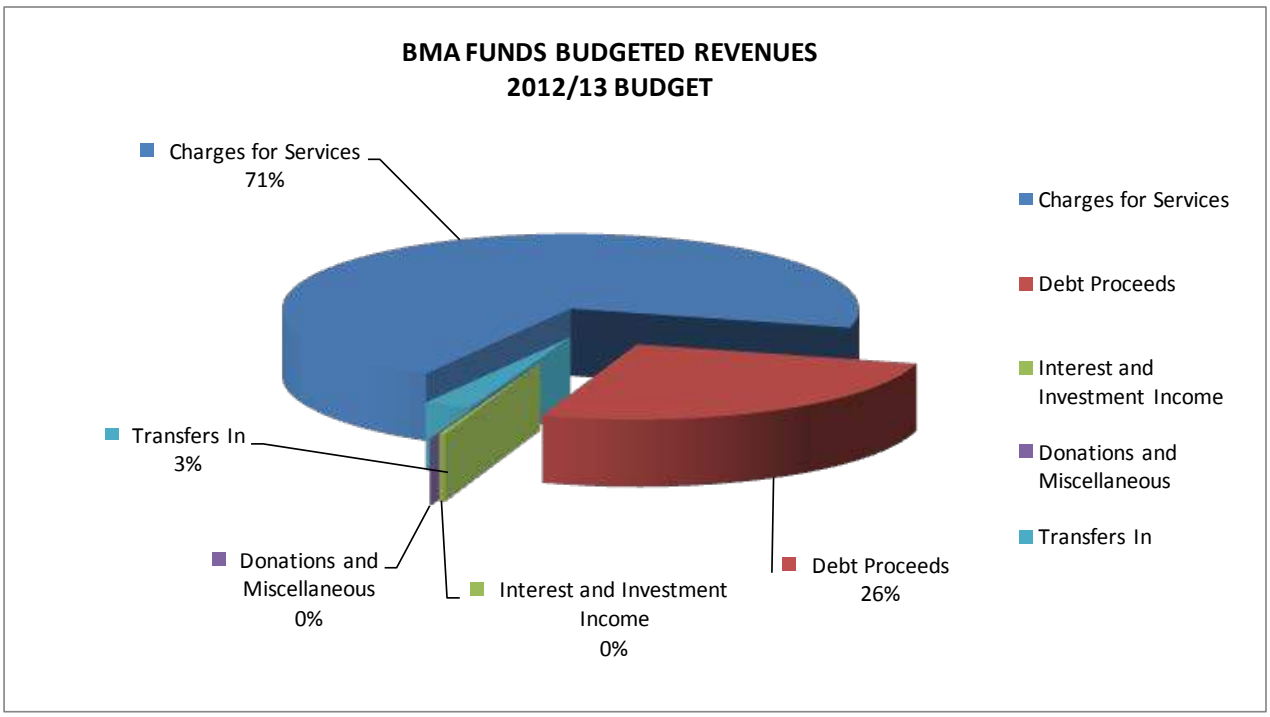


CITY OF BARTLESVILLE

2012-13 Operating Budget

Bartlesville Municipal Authority Funds – Revenue Graphs





CITY OF BARTLESVILLE

2012-13 Operating Budget

Bartlesville Municipal Authority – Summary by Fund or Source

Expenditures and Reserves

EXPENDITURES BY FUND		***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 BUDGET***
BMA - Wastewater		$ 29,513	$ 33,000	$ 29,386	$ 33,000
BMA - Water		2,830,182	3,255,000	3,207,489	7,330,000
BMA - Street		51,346	51,348	51,346	51,346
Transfers to:	CIP Wastewater Regulatory	-	500,000	500,000	-
	Wastewater Operating	3,373,979	4,313,930	3,996,684	4,401,956
	Water Operating	5,428,255	6,690,925	6,186,521	7,068,577
	CIP Sales Tax	135,252	-	-	-
Total Expenditures		**$ 11,848,527**	**$ 14,844,203**	**$ 13,971,426**	**$ 18,884,879**

Revenues

REVENUE BY SOURCE		***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 BUDGET***
Charges for Services		$ 12,010,851	$ 11,800,929	$ 12,586,132	$ 12,150,752
Interest and Investment Income		144,877	106,400	84,302	63,000
Donations and Miscellaneous		3,857	2,300	95,554	-
Debt Obligation Proceeds		2,300,243	-	-	4,500,000
Transfer In:	BMA - Wastewater	-	-	-	148,040
	Neighborhood Park	51,346	51,348	51,348	18,431
	Wastewater Regulatory	-	-	-	255,242
	CIP-Sales Tax	-	-	-	32,252
Fund Balance		7,761,129	9,564,081	10,399,717	9,245,627
Total Available for Appropriation		**$ 22,272,303**	**$ 21,525,058**	**$ 23,217,053**	**$ 26,413,344**

CITY OF BARTLESVILLE

2012-13 Operating Budget

Bartlesville Municipal Authority – Expenditure Summary by Line Item

CONTRACTUAL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
52210 FINANCIAL SERVICES	$ 3,750	$ 5,000	$ 3,250	$ 5,000	$ 5,000	$ 5,000
52910 DEBT SERVICE - INTEREST	1,690,781	1,860,620	1,698,822	1,708,214	1,708,214	1,708,214
52911 DEBT SERVICE - PRINCIPAL	1,465,905	1,473,728	1,586,149	1,676,132	1,676,132	1,676,132
TOTAL CONTRACTUAL SERVICES	$ 3,160,436	$ 3,339,348	$ 3,288,221	$ 3,389,346	$ 3,389,346	$ 3,389,346
CAPITAL OUTLAY						
55920 BUILDINGS & STRUCTURES	$ (249,258)	$ -	$ -	$ -	$ -	$ -
55940 MACHINERY & EQUIPMENT	(137)	-	-	4,025,000	4,025,000	4,025,000
TOTAL CAPITAL OUTLAY	$ (249,395)	$ -	$ -	$ 4,025,000	$ 4,025,000	$ 4,025,000
TRANSFERS OUT						
59449 CIP SALES TAX	$ 135,252	$ -	$ -	$ -	$ -	$ -
59454 CIP WASTEWATER REGULATORY	-	500,000	500,000	-	-	-
59509 WASTEWATER OPERATING	3,373,979	4,313,930	3,996,684	4,651,658	4,401,956	4,401,956
59510 WATER OPERATING	5,428,255	6,400,925	5,896,521	7,835,447	7,068,577	7,068,577
TOTAL TRANSFERS	$ 8,937,486	$ 11,214,855	$ 10,393,205	$ 12,487,105	$ 11,470,533	$ 11,470,533
TOTAL BUDGET	**$ 11,848,527**	**$ 14,554,203**	**$ 13,681,426**	**$ 19,901,451**	**$ 18,884,879**	**$ 18,884,879**

CITY OF BARTLESVILLE

2012-13 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.
2012 Accomplishments:	N/A
2013 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

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$29,513	$33,000	$29,386	$33,000	$33,000

FUND 710 BMA - WASTEWATER
DEPT 900 TRANSFERS

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$3,373,979	$4,023,930	$3,706,684	$4,401,956	$4,401,956

CITY OF BARTLESVILLE

2012-13 Operating Budget

BMA Wastewater Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 BUDGET***
BMA Wastewater Operating	$ 29,513	$ 33,000	$ 29,386	$ 33,000
Transfers Out: To Wastewater[1]	3,373,979	4,023,930	3,706,684	4,401,956
Total Expenditures	**$ 3,403,492**	**$ 4,056,930**	**$ 3,736,070**	**$ 4,434,956**

Revenues

REVENUE BY SOURCE	***2010-11 ACTUAL***	***2011-12 BUDGET***	***2011-12 ESTIMATE***	***2012-13 BUDGET***
Charges for Services	$ 3,743,554	$ 3,655,494	$ 3,762,620	$ 3,950,752
Interest and Investment Income	4,305	4,100	3,033	2,200
Donations and Miscellaneous	2,719	1,300	95,554	-
Fund Balance	275,317	503,892	622,405	747,542
Total Available for Appropriation	**$ 4,025,895**	**$ 4,164,786**	**$ 4,483,612**	**$ 4,700,494**

CITY OF BARTLESVILLE

2012-13 Operating Budget

BMA Wastewater Fund – BMA Wastewater Operating – Line Item Detail

CONTRACTUAL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
52910 DEBT SERVICE - INTEREST	$ 1,888	$ 3,000	$ 1,761	$ 3,000	$ 3,000	$ 3,000
52911 DEBT SERVICE - PRINCIPAL	27,625	30,000	27,625	30,000	30,000	30,000
TOTAL CONTRACTUAL SERVICES	$ 29,513	$ 33,000	$ 29,386	$ 33,000	$ 33,000	$ 33,000
TOTAL BUDGET	**$ 29,513**	**$ 33,000**	**$ 29,386**	**$ 33,000**	**$ 33,000**	**$ 33,000**

CITY OF BARTLESVILLE

2012-13 Operating Budget

BMA Wastewater Fund – Transfers – Line Item Detail

TRANSFERS OUT	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
59509 WASTEWATER OPERATING	$ 3,373,979	$ 4,023,930	$ 3,706,684	$ 4,651,658	$ 4,401,956	$ 4,401,956
TOTAL TRANSFERS	$ 3,373,979	$ 4,023,930	$ 3,706,684	$ 4,651,658	$ 4,401,956	$ 4,401,956
TOTAL BUDGET	**$ 3,373,979**	**$ 4,023,930**	**$ 3,706,684**	**$ 4,651,658**	**$ 4,401,956**	**$ 4,401,956**

CITY OF BARTLESVILLE

2012-13 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.
2012 Accomplishments:	N/A
2013 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

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$3,079,577	$3,255,000	$3,207,489	$3,305,000	$3,305,000

FUND 715 BMA - WATER
DEPT 741 BMA - CONSTRUCTION

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
($249,395)	$0	$0	$4,025,000	$4,025,000

CITY OF BARTLESVILLE

2012-13 Operating Budget
BMA Water Fund – Summary
(continued)

FUND 715 BMA - WATER
DEPT 900 TRANSFERS

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$5,428,255	$7,190,925	$6,686,521	$7,068,577	$7,068,577

CITY OF BARTLESVILLE

2012-13 Operating Budget

BMA Water Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE		*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
BMA - Water Operating		$ 3,079,577	$ 3,255,000	$ 3,207,489	$ 3,305,000
BMA - Water Construction		(249,395)	-	-	4,025,000
Transfers Out:	To CIP - Wastewater Regulatory	-	500,000	500,000	-
	To Wastewater	-	290,000	290,000	-
	To Water	5,428,255	6,400,925	5,896,521	7,068,577
Total Expenditures		**$ 8,258,437**	**$ 10,445,925**	**$ 9,894,010**	**$ 14,398,577**

Revenues

REVENUE BY SOURCE		*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Charges for Services		$ 8,267,297	$ 8,145,435	$ 8,823,512	$ 8,200,000
Interest and Investment Income		140,258	102,300	81,022	60,700
Donations and Miscellaneous		1,138	1,000	-	-
Debt Obligation Proceeds		2,300,243	-	-	4,500,000
Transfer in:	From Wastewater Regulatory	-	-	-	255,242
	From Wastewater	-	-	-	148,040
Fund Balance		7,485,812	9,059,883	9,776,998	8,787,522
Total Available for Appropriation		**$ 18,194,748**	**$ 17,308,618**	**$ 18,681,532**	**$ 21,951,504**

CITY OF BARTLESVILLE

2012-13 Operating Budget

BMA Water Fund – BMA Water Operating – Line Item Detail

CONTRACTUAL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
52210 FINANCIAL SERVICES	$ 3,750	$ 5,000	$ 3,250	$ 5,000	$ 5,000	$ 5,000
52910 DEBT SERVICE - INTEREST	1,678,994	1,850,000	1,689,442	1,700,000	1,700,000	1,700,000
52911 DEBT SERVICE - PRINCIPAL	1,396,833	1,400,000	1,514,797	1,600,000	1,600,000	1,600,000
TOTAL CONTRACTUAL SERVICES	$ 3,079,577	$ 3,255,000	$ 3,207,489	$ 3,305,000	$ 3,305,000	$ 3,305,000
TOTAL BUDGET	**$ 3,079,577**	**$ 3,255,000**	**$ 3,207,489**	**$ 3,305,000**	**$ 3,305,000**	**$ 3,305,000**

CITY OF BARTLESVILLE

2012-13 Operating Budget

BMA Water Fund – BMA Construction – Line Item Detail

CAPITAL OUTLAY	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
55920 BUILDINGS & STRUCTURES	$ (249,258)	$ -	$ -	$ -	$ -	$ -
55940 MACHINERY & EQUIPMENT	(137)	-	-	4,025,000	4,025,000	4,025,000
TOTAL CAPITAL OUTLAY	$ (249,395)	$ -	$ -	$ 4,025,000	$ 4,025,000	$ 4,025,000
TOTAL BUDGET	**$ (249,395)**	**$ -**	**$ -**	**$ 4,025,000**	**$ 4,025,000**	**$ 4,025,000**

CITY OF BARTLESVILLE

2012-13 Operating Budget

BMA Water Fund – BMA Construction – Personnel and Capital Detail

FUND 715 BMA - WATER
DEPT 741 BMA - CONSTRUCTION

CAPITAL OUTLAY SCHEDULE

ACCOUNT NUMBER	*ITEM*	*ADDITION OR REPLACEMENT*	*QUANTITY*	*BUDGETED EXPENDITURE*
715-741-55940	AMI Project	Addition	1	$ 4,025,000
TOTAL				**$ 4,025,000**

CITY OF BARTLESVILLE

2012-13 Operating Budget

BMA Water Fund – Transfers – Line Item Detail

TRANSFERS OUT	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
59454 CIP - WASTEWATER REGULATORY	$ -	$ 500,000	$ 500,000	$ -	$ -	$ -
59509 WASTEWATER OPERATING	-	290,000	290,000	-	-	-
59510 WATER OPERATING	5,428,255	6,400,925	5,896,521	7,835,447	7,068,577	7,068,577
TOTAL TRANSFERS	$ 5,428,255	$ 7,190,925	$ 6,686,521	$ 7,835,447	$ 7,068,577	$ 7,068,577
TOTAL BUDGET	**$ 5,428,255**	**$ 7,190,925**	**$ 6,686,521**	**$ 7,835,447**	**$ 7,068,577**	**$ 7,068,577**

CITY OF BARTLESVILLE

2012-13 Operating Budget

BMA General Fund – Summary

Fund Mission:	N/A
Fund Description:	The BMA - General Fund was established to provide for the issuance of debt secured by a pledge of sales tax revenues. The BMA Street Operating department of this fund is used to provide for debt service payments on related street improvement revenue bonds and other related finance and operating expenses. The BMA Street Construction department of this fund is used to provide for construction expenses related to the Silverlake extension and related improvements.
2012 Accomplishments:	N/A
2013 Objectives:	N/A
Budget Highlights:	The major budgeted expenditure in this fund is for debt service payments.

FUND 720 BMA - GENERAL
DEPT 325 BMA STREET OPERATING

2010-11 ACTUAL	2011-12 BUDGET	2011-12 ESTIMATE	2012-13 CITY MGR RECOMMENDS	2012-13 APPROVED BUDGET
$51,346	$51,348	$51,346	$51,346	$51,346

CITY OF BARTLESVILLE

2012-13 Operating Budget

BMA General Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
BMA Street Operating	$ 51,346	$ 51,348	$ 51,346	$ 51,346
Transfers Out: To CIP Sales Tax	135,252	-	-	-
Total Expenditures	**$ 186,598**	**$ 51,348**	**$ 51,346**	**$ 51,346**

Revenues

REVENUE BY SOURCE	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 BUDGET*
Interest and Investment Income	$ 314	$ -	$ 247	$ 100
Transfer In: From CIP - Sales Tax	-	-	-	32,252
From Neighborhood Park	51,346	51,348	51,348	18,431
Fund Balance	-	306	314	563
Total Available for Appropriation	**$ 51,660**	**$ 51,654**	**$ 51,909**	**$ 51,346**

CITY OF BARTLESVILLE

2012-13 Operating Budget

BMA General Fund – BMA Street Operating – Line Item Detail

CONTRACTUAL SERVICES	*2010-11 ACTUAL*	*2011-12 BUDGET*	*2011-12 ESTIMATE*	*2012-13 REQUEST*	*CITY MGR REC*	*2012-13 APPROVED*
52910 DEBT SERVICE - INTEREST	$ 9,899	$ 7,620	$ 7,619	$ 5,214	$ 5,214	$ 5,214
52911 DEBT SERVICE - PRINCIPAL	41,447	43,728	43,727	46,132	46,132	46,132
TOTAL CONTRACTUAL SERVICES	$ 51,346	$ 51,348	$ 51,346	$ 51,346	$ 51,346	$ 51,346
TOTAL BUDGET	**$ 51,346**	**$ 51,348**	**$ 51,346**	**$ 51,346**	**$ 51,346**	**$ 51,346**

GLOSSARY

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CITY OF BARTLESVILLE

2012-13 Operating Budget

Glossary

ACCRUAL BASIS ACCOUNTING – basis used by most corporations and for-profit entities. This basis recognizes revenue when earned and expenditures when incurred. They are recorded at the end of an accounting period even though the cash has not been received or paid.

AD VALOREM – levy imposed on the value of property. This is most commonly imposed by counties, states, and municipalities on the value of real estate.

AGENCY FUND – holds assets in an agency capacity. The assets do not belong to the municipality but are being held for another entity.

APPROPRIATION – authorization of a governmental unit to spend money within specified restrictions such as amount, time period, and purpose.

ASSESSMENT – process of placing a value on property for the purpose of taxation; or the amount of the valuation arising from this process.

ASSETS – economic resource that is expected to provide benefits to an entity. An asset has three vital characteristics (1) future probable economic benefit; (2) control by the entity; and (3) results from a prior event or transaction. Assets are expressed in money or are convertible into money.

BALANCE SHEET – statement showing an entity's financial position at the end of an accounting period. This statement is also called a *Statement of Financial Position* for governmental type funds and a *Statement of Net Assets* for business type funds. It presents the entity's assets, liabilities, and equity. The balance sheet is useful to financial statement users because it indicates the resources of the entity and what it owes.

BDA – Bartlesville Development Authority

BDC – Bartlesville Development Corporation

BLENDED COMPONENT UNIT - component unit included in the municipality's financial statements that is presented as a fund of the municipality. (see also Component Unit, Discretely Presented Component Unit)

BMA – Bartlesville Municipal Authority

BUDGET ADJUSTMENT – a reallocation of budgetary resources within a fund or department after the adoption and implementation of the original budget. These adjustments only require the approval of a director or manager.

BUDGET AMENDMENT – an increase or decrease in the budget of a fund that is approved after the adoption and implementation of the original budget. These amendments must be approved by the governing body.

BUDGET BASIS ACCOUNTING – a basis of accounting used solely for budgetary preparation and monitoring. The budget basis used by a municipality is determined by each entity individually to suit their needs and usually differs from GAAP.

CAPITAL ASSETS – asset purchased for use over a long period of time and not for resale. It includes land, buildings, plant and equipment, etc…

CAPITAL EXPENDITURE – expenditure for capital outlay. These expenditures will either increase the value of an existing capital asset or create a new capital asset.

CAPITAL PROJECTS FUND – a fund that accounts for financial resources to be used for the acquisition or construction of capital assets.

CASH BASIS ACCOUNTING – method of accounting that recognizes revenue and expenditures when cash is received or disbursed not when earned or incurred.

CIP – Capital Improvement Project

COMPENSATED ABSENCE RESERVE – appropriated budget amount that is set aside for payment of accrued compensated absences. The City uses ¾ 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)

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.

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.

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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