

***CITY OF BARTLESVILLE, OKLAHOMA
2019-2020 BUDGET***



Prepared by:

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City Manager

Jason Muninger
CFO/City Clerk

Alicia Shelton
Accountant

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INTRODUCTION



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CITY OF BARTLESVILLE

2019-20 Operating Budget

CITY OFFICIALS

Dale Copeland

Mayor

Ward 1

Term Expires: November 2020



Paul Stuart

Council Member

Ward 2

Term Expires: November 2020



Jim Curd

Council Member

Ward 3

Term Expires: November 2020

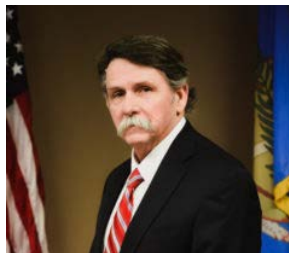


Alan Gentges

Vice Mayor

Ward 4

Term Expires: November 2020



Trevor Dorsey

Council Member

Ward 5

Term Expires: November 2020



CITY OF BARTLESVILLE

2019-20 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

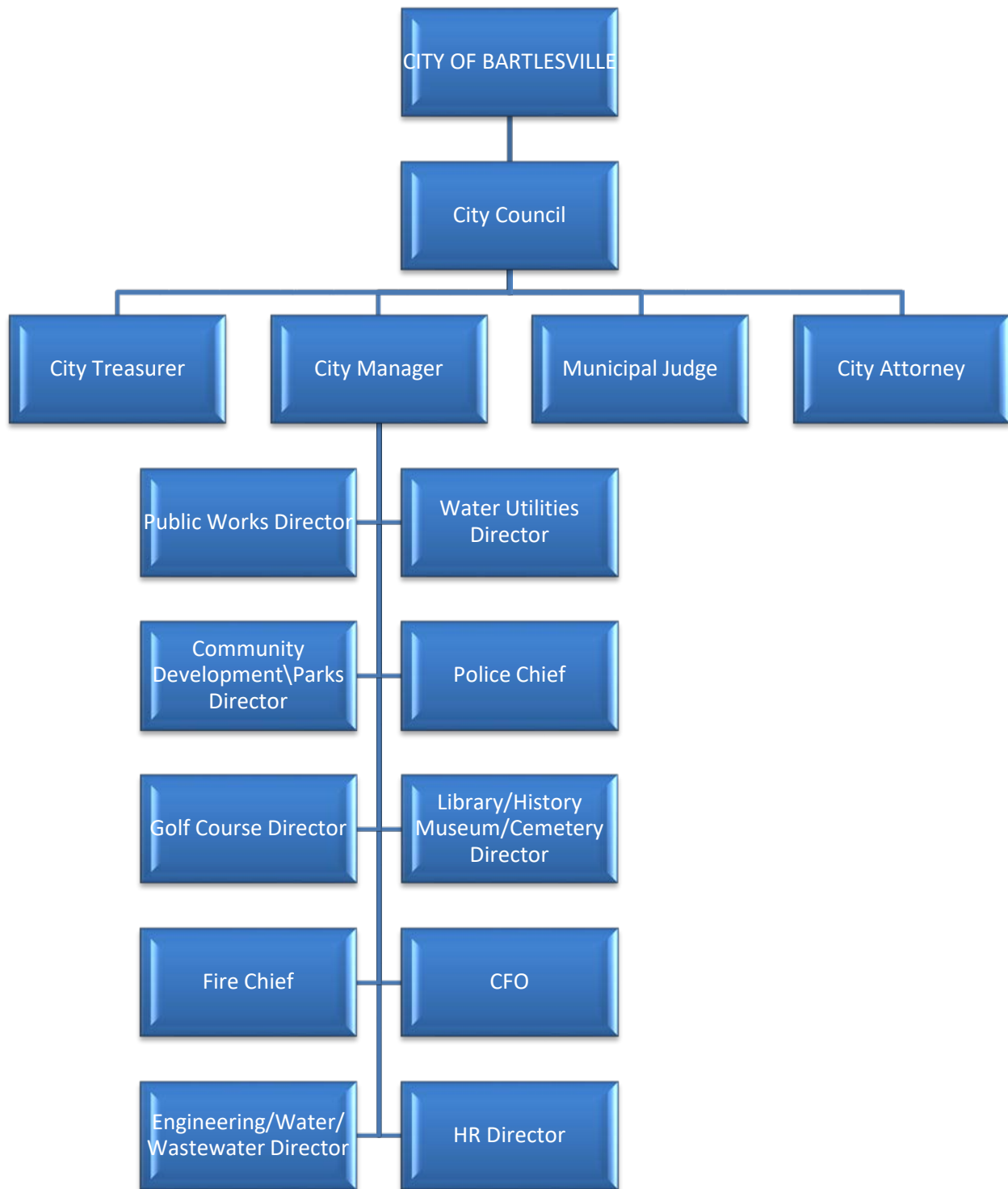
working together for positive results

MANAGEMENT STAFF:

City Manager	Mike Bailey
CFO/City Clerk	Jason Muninger
Human Resources	Laura Sanders
City Attorney	Jess Kane
Municipal Judge	Steve Conatser
Community and Park Development	Lisa Beeman
Water and Wastewater	Terry Lauritsen
Engineering	Micah Siemers
Fire Chief	John Banks
Golf Course	Jerry Benedict
Library/History Museum	Shellie McGill
Police Chief	Tracy Roles
Public Works	Keith Henry
Chief Communications Officer	Kelli Williams

CITY OF BARTLESVILLE

2019-20 Operating Budget Organizational Chart



THE CITY OF BARTLESVILLE

Office of the City Manager

401 SE Johnstone

Bartlesville, OK 74003



May 22, 2019

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

Mayor Copeland 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, 2019 and ending June 30, 2020 (FY 2019-20). The review and adoption of the budget is one of the most important duties that the City Council performs. The budget is compiled, reviewed, 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

The budget is a planning tool reflecting the present position and future direction of the City. By adopting this budget, the Council provides goals, objectives, and responsibility to the City staff for the next year.

All policies are driven by the allocation of resources, and outside of the restricted resources of the utility and bond funds, the largest collection of resources in the City are accounted for in the General Fund. The revenues of the General Fund have become increasingly unpredictable over the last ten years and have rarely kept pace with inflation. During this same period of time, the City has continued to change and expand its services to meet the ever-changing needs of the citizens of Bartlesville. The City's ability to meet these needs, in spite of the lack of growth in financial resources, reveals that the City has become much more efficient with the use and application of its resources.

Page 2

Revenue

Sales Tax

Over the last ten years, the City's most important revenue source, sales tax, has undergone many ups and downs that resulted in service reductions to the citizens of Bartlesville. All City services were affected and most departments suffered staffing decreases including streets, parks, fire, police, and many other departments.

Fortunately, the citizens of Bartlesville approved a 0.4% sales tax increase for general operations that went into effect during the fiscal year 2016-17. The additional revenues from this increase were sufficient to allow for the removal of the previous operational restrictions including eliminating the hiring freezes, restoring staffing levels, dilapidation budget, and street materials budget during the fiscal year 2016-17 budget.

Despite the closing of a few of Bartlesville's more well-known retail stores, the City's retail base seems to have obtained some stability. Much of this can be attributed to several new retail stores and restaurants in the Silver Lake Village, along U.S. 75, and the addition of a new Dunham's Sporting Goods. While Bartlesville's retail sector has suffered many setbacks over the last years, these have been overcome by the largest addition of new retail in Bartlesville in several decades.

Despite these additions, Bartlesville's sales tax growth has trailed the rest of the State's larger municipalities.

Utility Revenue

The City completed a comprehensive water and wastewater rate study in fiscal year 2014-15. The study included recommendations for new rates sufficient to support the operations of the system, new capital fees to support mandatory improvements to the system, and a new inclining block rate structure that will encourage conservation. These new rates are effective for customers inside and outside of our city limits and will be phased in over a five-year period. The City Council adopted the five-year rate structure with the first phase going into effect on July 1, 2016. The fourth phase will go into effect with this proposed budget, beginning July 1, 2019.

Economic Outlook

Similar to the retail sector, Bartlesville's primary jobs sector has suffered a number of setbacks including the closure of Siemens. At the time of the announcement, Siemens employed about 150 people in Bartlesville. Fortunately, many of Siemens employees have found employment with other local companies that are currently expanding employment. These transitions have helped to offset the anticipated loss of jobs. Additionally, ABB has recently announced the expansion of its Bartlesville operation, and our community appears to be relatively stable in total jobs. In addition to our current stability, the Bartlesville Development Authority is launching new programs that should positively impact Bartlesville's job market.

Personnel

Staffing Levels

Outside of some internal restructuring within departments, there are only a few changes to personnel. They are:

- Transfer of one Grants Director to an Assistant Planner's position in Community Development as part of a restructuring and succession plan.
- Transfer of one Street Maintenance Worker to a Garage Mechanic to better meet demand for preventative maintenance and vehicle repair.
- Addition of two Police Officers to serve as a traffic unit. These officers will be dedicated to traffic enforcement. However, they will largely be placed in residential areas to act as a speed and property crime deterrent.
- Addition of one position to serve as a half time Collections Agent and half time Code Enforcement Officer.

Compensation

In fiscal year 2018-2019, the City entered into two-year contracts with both the Fire and Police unions. These agreements provided for 2.5% merit (also known as step) increases in fiscal years 2018-2019 and 2019-2020. This budget contains provisions for both the guaranteed 2.5% merit and an additional 1% COLA adjustment.

These adjustments provide two different types of increase. The merit increase rewards employees who have successfully passed their annual evaluation. In essence this increase is an incentive for skilled, long-term workers to stay with the City. The COLA increase recognizes that it costs more to live today than it did a year ago. It not only affects our current workers, but it also increases the bottom and top of our pay scales, making it easier to recruit employees in the future.

Page 4

General Employee Retirement

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 and predictable defined contribution (DC) plan. Existing employees were allowed to retain their status in the DB plan, but all new employees automatically participate in the DC plan. This has allowed the City to better control our retirement costs. 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 currently stands at \$4.9MM and our plan is now almost 80% funded. Due primarily to factors discussed in the following paragraph, this is a significant improvement from the previous fiscal years.

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

Fiscal Year	Retiree Medical	Defined Benefit	Total	Less Employee	City's Required	City's Actual	UAAL	FUNDED RATIO
FY 2012-13	1.84%	26.05%	27.89%	6.00%	21.89%	23.00%	9,352,643	49.10%
FY 2013-14	1.58%	26.06%	27.64%	6.00%	21.64%	23.00%	8,763,945	54.60%
FY 2014-15	1.02%	25.66%	26.68%	6.00%	20.68%	22.00%	7,924,051	60.60%
FY 2015-16	0.83%	25.94%	26.77%	6.00%	20.77%	22.00%	7,104,071	64.94%
FY 2016-17	0.84%	25.46%	26.30%	6.00%	20.30%	22.00%	6,592,350	69.82%
FY 2017-18	0.82%	26.17%	26.99%	6.00%	20.99%	22.00%	6,267,287	72.60%
FY 2018-19	0.12%	25.20%	25.32%	6.00%	19.32%	20.32%	5,408,146	76.67%
FY 2019-20	0.00%	23.95%	23.95%	6.00%	17.95%	18.95%	4,867,658	79.90%

The improvement in the City’s UAAL and Funded Ratio can be directly attributed to our policy of intentional overfunding. This policy has allowed us to stabilize the funding requirements for the retirement plan. It is important to note that while the plan’s required contributions as a percent of covered payroll is relatively stable, the annual cost of this plan has actually decreased from \$1,271,209 in FY 2018-19 to \$1,225,298 in FY 2019-20. This is a decrease of \$45,911 in the last year.

City’s Staff is once again recommending that we contribute amounts in excess of the “actuarial required contribution” of which the employer’s portion is 17.95% of covered payroll. Staff is recommending that we continue to overfund by 1% of covered payroll, which results in a funding level of 18.95% for FY 2019-20.

Program Changes

While this budget is relatively straightforward and departs little from previous budgets, there are a few items that I am proposing that are worthy of note.

- Creation of traffic enforcement unit at PD as discussed above. This unit's cost will be largely offset by increased revenue from citations.
- Code enforcement will now be given a new tool similar to our voluntary demolition program. This program will provide assistance for roof repair on distressed properties. Roof failure is the No. 1 cause of eventual demolition, and it is staff's hope that this program may prevent future demolitions. The budget for this program is \$40,000.
- Employee Idea Contest. Employees will be given a chance to participate in a contest to provide ideas on how to improve customer service, efficiency, or costs. The winner will receive a week of vacation and a travel voucher for a trip of their choice. The budget for this program is \$5,000.

Reserve Status

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

The following schedule details a history of the Stabilization Reserve Fund's levels.

	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total	% of
	Contributions	Contributions	Contributions	Contributions	Contributions	Contributions	Contributions	Balance	Budget
General Fund	\$ 393,760	\$ 391,380	\$ 392,444	\$ 508,111	\$ 436,308	\$ 441,899	\$ 470,804	\$ 4,428,073	18.8%
Wastewater	57,715	61,397	82,423	81,251	84,803	86,503	87,815	797,901	18.2%
Water	120,916	121,318	119,618	122,293	128,003	129,242	133,460	1,381,648	20.7%
Sanitation	80,160	78,043	78,830	80,849	80,508	85,204	87,618	913,503	20.9%
Total	<u>\$ 652,551</u>	<u>\$ 652,138</u>	<u>\$ 673,315</u>	<u>\$ 792,504</u>	<u>\$ 729,622</u>	<u>\$ 742,848</u>	<u>\$ 779,697</u>	<u>\$ 7,521,125</u>	

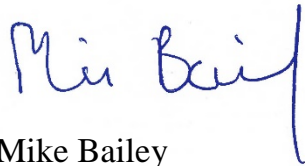
The City's stabilization reserve policy calls for a contribution equal to 2% of the operating budget of these four funds until the maximum level is reached. The maximum level is defined as 35% of the operating budget of the fund. The minimum level set by the ordinance is 16% of the operating budget of the fund. As you can see from the results above, all funds have now reached the minimum level. However, it is estimated that it will take between eight and ten years for all of the funds to reach the maximum level (assuming there are no withdraws during that period).

Summary

With this budget, we have attempted to meet the diverse needs of our population while planning for the possibility of only modest growth in the City's sales tax revenues. As always, we have attempted to be forward thinking during budget planning and anticipate our most likely and greatest future challenges. With these challenges in mind, we attempt to fashion the budget in a manner that addresses these challenges while best positioning the City to deal with the unforeseen. I believe the budget presented herein places us in a position to meet these challenges and maintain the long-term financial health of the City.

It is 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 CFO Jason Muninger and Accountant Alicia Shelton, without whom the quality and accuracy of this document would not be possible.

Sincerely,

A handwritten signature in blue ink that reads "Mike Bailey". The signature is fluid and cursive, with the first name "Mike" and last name "Bailey" clearly distinguishable.

Mike Bailey
City Manager

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COMMUNITY PROFILE



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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
2019-20 Operating Budget
A Brief History of Bartlesville, Oklahoma

Bartlesville's Beginnings...

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

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

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

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

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

The Boom...

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

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

CITY OF BARTLESVILLE
2019-20 Operating Budget
A Brief History of Bartlesville, Oklahoma
(continued)

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

Today...

Bartlesville is proud of the many attractions and assets that continue the legend of exploration and innovation, including museums, dramatic architecture, art collections, scenic prairie life, and world-renowned events. With a balanced mixture of natural resources and abundant space, Bartlesville has grown to be the home of more than 35,000 people as well as industrial giants Phillips 66, ConocoPhillips, Schlumberger REDA Production Systems, Zinc Corporation of America, and ABB Total Flow. 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

2019-20 Operating Budget

Miscellaneous Statistics

Municipal Full-Time Employment:

Total	342
Non-union	214
Union	128

Economic Information:

Cost of living (when compared to national average) ³	89.49%
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

2019-20 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	55
Number of firemen	66

CITY OF BARTLESVILLE

2019-20 Operating Budget Miscellaneous Statistics (continued)

Major Employers: ³

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

¹ Source – Bartlesville Chamber of Commerce (2006 website)

² Source – 2010 US Census

³ Source – Bartlesville Development Corporation (2013 website)

⁴ Source – 2010 US Census

CITY OF BARTLESVILLE
2019-20 Operating Budget
Community Calendar

SEPTEMBER



Indian Summer

(pictures courtesy of Bartlesville Chamber of Commerce)

NOVEMBER/DECEMBER



Fantasyland of Lights

(picture courtesy of FantasyLand Forest)



Woolaroc Wonderland

(picture courtesy of Woolaroc)

JUNE



SunFest

(pictures courtesy of Bartlesville Chamber of Commerce)



OK Mozart

CITY OF BARTLESVILLE

2019-20 Operating Budget

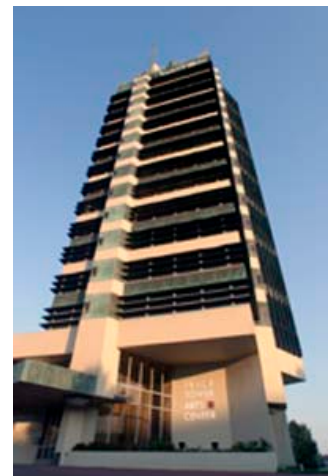
Local Attractions



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

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

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



CITY OF BARTLESVILLE

2019-20 Operating Budget

Local Attractions

(continued)



Experience the sumptuous residence of oil baron Frank Phillips, founder of Phillips Petroleum Company, and his family. Designed by architect Walton Everman, the **Frank Phillips Mansion** was completed in 1909 and occupied by the Phillips until their deaths. Preserved by the Oklahoma Historical Society, this National Register Historic Site reflects the family life of one of the legends of the Oklahoma oil industry. The mansion, which underwent a \$500,000 renovation in 1930 in the midst of the Depression, reflects an opulent yet comfortable lifestyle.

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



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



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

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

CITY OF BARTLESVILLE

2019-20 Operating Budget

Local Attractions

(continued)

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



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



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

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

CITY OF BARTLESVILLE

2019-20 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.

CITY OF BARTLESVILLE

2019-20 Operating Budget

Local Attractions

(continued)

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



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

CITY OF BARTLESVILLE

2019-20 Operating Budget

Local Attractions

(continued)

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

The birth of a giant...

On June 13, 1917 the Phillips Petroleum Company was incorporated under the laws of Delaware. This auspicious occasion was due mostly to the work of the new company's soon to be president, Frank Phillips, and his brother L.E. Phillips. Frank was a man of great



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

vision who excelled at predicting the changes in market forces and at obtaining creative financing for his new company. Frank saw the news of increasing automobile production, the use of mechanized war equipment in World War I, and the increase in use of commercial aircraft as more than just sensational news. He saw this as opportunity.

The first decade...

Frank knew that more needed to be done in order to position his company to take advantage of the promising crude oil and energy market. During and after World War I, demand far outstripped supply and oil prices reached peak levels. By the end of 1923, Phillips Petroleum Company's net daily production approximated 25,000 barrels of crude oil, 100,000 gallons of natural gasoline, and 24,000,000 cubic feet of natural gas.

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



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

CITY OF BARTLESVILLE

2019-20 Operating Budget

Local Attractions

(continued)

The reformation...

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



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

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

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



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

BUDGET AND ACCOUNTING OVERVIEW



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CITY OF BARTLESVILLE

2019-20 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 4/5th vote of the City Council. The Capital Reserve is funded in accordance with the needs of long-term capital plans for the Water, Wastewater, and Sanitation Funds.
- Maintain adequate financial records and documentation to provide for a cost effective audit and positive auditor's opinion.
- Maintain a sound financial condition through careful planning to obtain the highest possible bond rating. The City's bond rating was upgraded in fiscal year 2007-2008 to AA- and still maintains this rating today. This is one of the highest bond ratings for a municipality in the State of Oklahoma with only two other municipalities receiving any A rating.
- Monitor the budget to maintain necessary flexibility to meet the needs of the City as a whole.
- Maintain a balanced budget by paying for all current year operating expenses from current year revenues and/or available fund balance.
- Monitor all debt service reserves for compliance with the active debt covenants of the City.
- Maintain a positive cash balance in all operating funds at year-end.
- The City of Bartlesville adopted the "Municipal Budget Act," a provision of State Statute located at §11-17-201 through §11-17-216.

CITY OF BARTLESVILLE
2019-20 Operating Budget
Budget and Accounting Process

THE BUDGET PROCESS

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

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

BASIS OF PRESENTATION

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

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

CITY OF BARTLESVILLE
2019-20 Operating Budget
Budget and Accounting Process
(continued)

THE BUDGET PROCESS AND GUIDELINES

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

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

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

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

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

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

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

CITY OF BARTLESVILLE
2019-20 Operating Budget
Budget and Accounting Process
(continued)

THE ACCOUNTING PROCESS

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

MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

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

MEASUREMENT FOCUS

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

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

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

CITY OF BARTLESVILLE
2019-20 Operating Budget
Budget and Accounting Process
(continued)

BASIS OF ACCOUNTING

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

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

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

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

CITY OF BARTLESVILLE

2019-20 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 a 2.65% sales tax, 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 a ¼% sales tax.

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

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

CITY OF BARTLESVILLE

2019-20 Operating Budget

Description of Funds

(continued)

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

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

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

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

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

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

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

CITY OF BARTLESVILLE

2019-20 Operating Budget

Description of Funds

(continued)

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

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

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

Capital Projects Funds:

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

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

CITY OF BARTLESVILLE

2019-20 Operating Budget

Description of Funds

(continued)

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

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

Capital Improvements: City Hall – The Capital Improvements: City Hall Fund accounts for specific revenues and expenditures associated with improvements to City Hall. The fund was originally established to account for lease revenues associated with the 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.

CITY OF BARTLESVILLE

2019-20 Operating Budget

Description of Funds

(continued)

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 source of revenue are proceeds from the issuance of debt.

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 source of revenue are proceeds from the issuance of debt .

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 source of revenue are proceeds from the issuance of debt.

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

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

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

2015 G.O Bond – The 2015 G.O. Bond fund accounts for the revenues and expenditures related to the 2015 general obligation debt issuance. The fund's only source of revenue are proceeds from the issuance of debt.

2017 G.O Bond – The 2017 G.O. Bond fund accounts for the revenues and expenditures related to the 2017 general obligation debt issuance. The fund's only source of revenue are proceeds from the issuance of debt.

2018A G.O Bond – The 2018A G.O. Bond fund accounts for the revenues and expenditures related to the 2018A general obligation debt issuance. The fund's only source of revenue are proceeds from the issuance of debt.

2018B G.O Bond – The 2018B G.O. Bond fund accounts for the revenues and expenditures related to the 2018B general obligation debt issuance. The fund's only source of revenue are proceeds from the issuance of debt.

CITY OF BARTLESVILLE

2019-20 Operating Budget

Description of Funds

(continued)

2018C G.O Bond – The 2018C G.O. Bond fund accounts for the revenues and expenditures related to the 2018C general obligation debt issuance. The fund's only source of revenue are proceeds from the issuance of debt.

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 BMA 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 BMA 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. Beginning in April 2015, both of the City's pools are run by management agreement, so the only major source of revenue for this fund is transfers from other funds.

Frontier Pool – The Frontier Pool Fund accounts for the operations of the City of Bartlesville's Frontier Pool. Beginning in April 2015, both of the City's pools are run by management agreement, so the only major source of revenue for this fund is transfers from other funds.

CITY OF BARTLESVILLE

2019-20 Operating Budget

Description of Funds

(continued)

Internal Service Funds:

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

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

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

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

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

FIDUCIARY FUND TYPES:

Expendable Trust Funds:

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

CITY OF BARTLESVILLE

2019-20 Operating Budget

Description of Funds

(continued)

OTHER FUNDS AND COMPONENT UNITS

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

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

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

AGENCY FUNDS:

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

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

CITY OF BARTLESVILLE

2019-20 Operating Budget

Description of Funds

(continued)

BLENDED COMPONENT UNITS:

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 blended as a business type fund for the purposes of the audited financial statements but is not included in this budget document.

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 business type fund for the purposes of the audited financial statements but is not included in this budget document.

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

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

CITY OF BARTLESVILLE

2019-20 Operating Budget

Description of Funds

(continued)

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

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

Bartlesville Education Authority – The Bartlesville Education Authority was created to assist the Bartlesville Public School District with financing and construction of a 9th grade center at the Bartlesville High School and the renovation of Central Middle School. 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 business type 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

2019-20 Operating Budget Fund Structure Charts



CITY OF BARTLESVILLE

2019-20 Operating Budget

Fund Structure Charts

(continued)

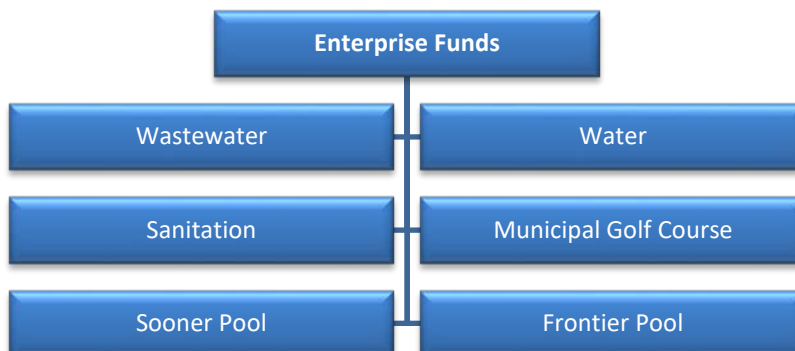


CITY OF BARTLESVILLE

2019-20 Operating Budget

Fund Structure Charts

(continued)

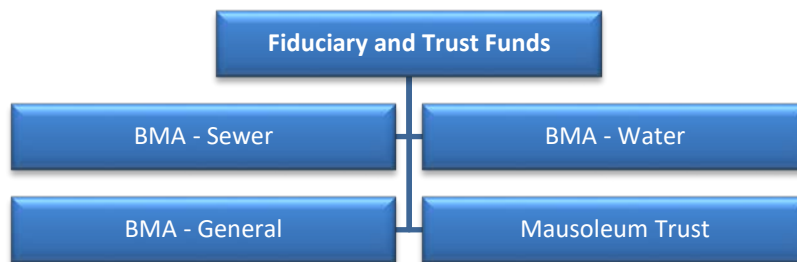
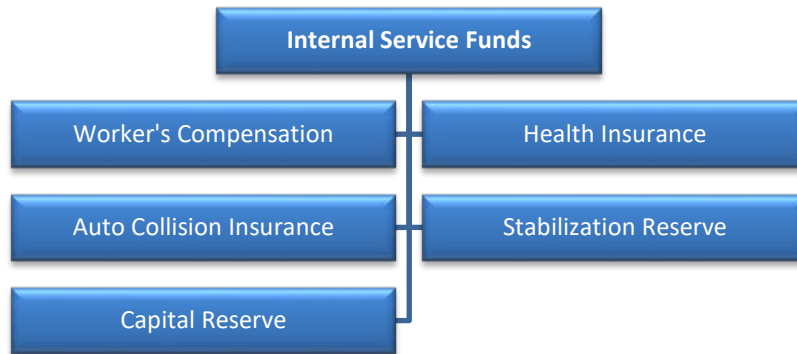


CITY OF BARTLESVILLE

2019-20 Operating Budget

Fund Structure Charts

(continued)



CITY OF BARTLESVILLE

2019-20 Operating Budget Budget Calendar

<u>TARGET DATE</u>	<u>ACTIVITY</u>
April 2	Distribute Budget Preparation Packets to Directors
April 2	Directors verify personnel and line estimates
April 2 – April 17	Directors prepare budget requests and submit to Finance Director
April 22– April 26	Directors Budget Meetings with City Manager
May 24	Submit Proposed Budget to City Council
May 28	City Council Consideration of Budget
May 29	Publish Budget Summary and Notice of Public Hearing (actual publish date will be Sunday, June 2)
June 3	Public Hearing on Budget and Budget Adoption (Legal Deadline is June 24)
June 30	Budget published and filed with State Auditor and City Clerk
July 1	New fiscal year begins

FINANCIAL SUMMARY



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CITY OF BARTLESVILLE
2019-20 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 2013-14 to 2017-18 is presented below.

REVENUE SOURCE	TOTAL	AVERAGE	AVERAGE %
General Sales Tax	86,197,725	17,239,545	37.2%
Water Fees	45,081,436	9,016,287	19.5%
Wastewater Fees	28,159,369	5,631,874	12.2%
Sanitation Fees	22,320,382	4,464,076	9.6%
Ad Valorem	18,399,730	3,679,946	7.9%
Fees (Other than Utilities)	8,988,853	1,797,771	3.9%
Franchise Fees	7,273,139	1,454,628	3.1%
Fines & Fees	3,728,988	745,798	1.6%
E-911	2,179,005	435,801	0.9%
Miscellaneous	1,682,651	336,530	0.7%
Investment Earnings	1,650,746	330,149	0.7%
Hotel/Motel Tax	1,624,745	324,949	0.7%
County Motor Veh Tax	1,338,512	267,702	0.7%
Licenses & Permits	1,146,941	229,388	0.5%
Cigarette Tax	1,031,861	206,372	0.4%
State Alcohol Tax	547,123	109,425	0.2%
Fuel Tax	337,230	67,446	0.1%
TOTAL	231,688,436	46,337,687	100.0%

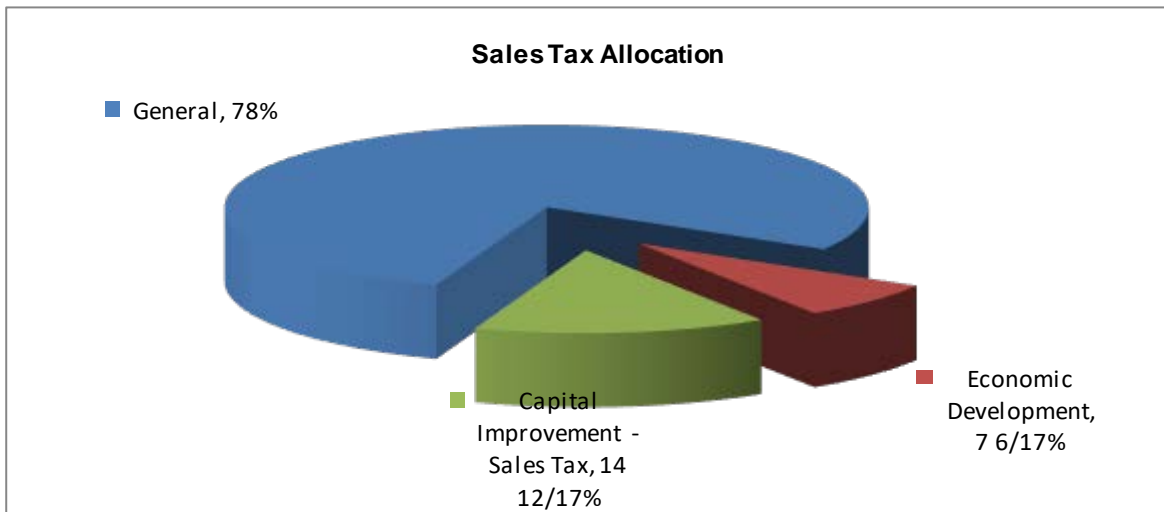
These revenue sources are used in conjunction with the residual fund equities to determine the amount available for operations. The top five revenue sources on average make up 86.4% of the total external recurring revenue used by the City to fund its operations. An analysis of these major sources of recurring revenue is presented in the following sections.

CITY OF BARTLESVILLE
2019-20 Operating Budget
Description of Major Revenue Sources
(continued)

(All amounts in the following sections for the fiscal year 2018-19 consist of actual amounts as of February 28, 2019 projected to June 30, 2019 with the exception of sales tax which includes actuals as of May 23, 2019 projected to June 30, 2019)

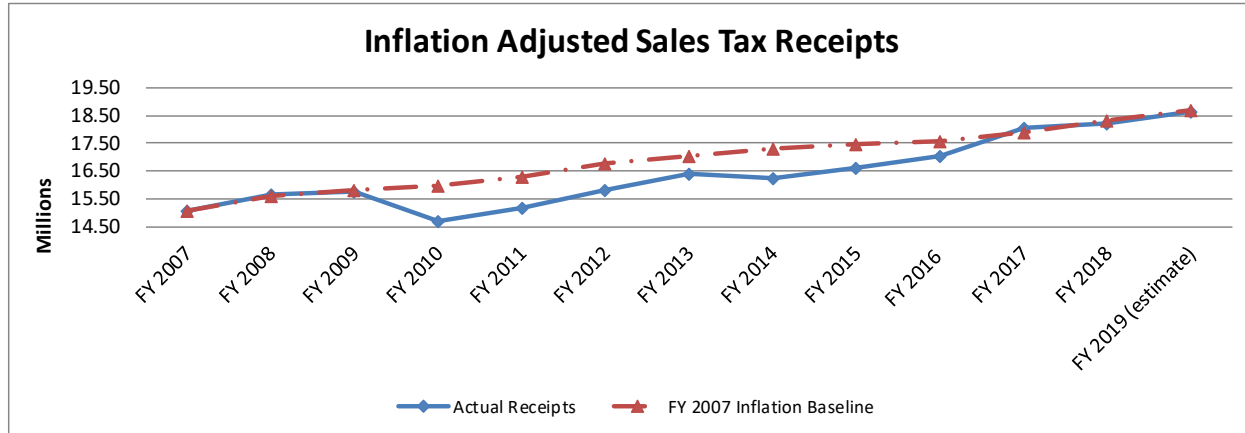
SALES TAX

The 3.4% municipal sales tax has been and continues to be Bartlesville's largest source of recurring revenue, accounting for, on average, 37.2% of the City's recurring external revenues. Sales taxes are divided between the General Fund (77.9%), Economic Development Fund (7.4%), and the Capital Improvements: Sales Tax Fund (14.7%).



The following chart shows how sales tax reacts to uncertainty in the local and national economy, and it compares those changes over time to an inflation-adjusted baseline. As is evident in the chart, the City's inflation adjusted buying power has only just recently recovered back to pre-recession levels. This is primarily due to a voter approved 0.4% sales tax rate increase that took effect in fiscal year 2015-16.

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 Description of Major Revenue Sources
 (continued)



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

**Sales Tax Revenue Estimate
Trend Analysis Method**

Fiscal Year	Amount Received (Unadjusted)	Percent Increase (Unadjusted)	Amount Received (Adjusted)	Percent Increase (Adjusted)
2015	16,640,842		18,823,424	
2016	17,032,315	2.35%	18,641,290	(0.97%)
2017	18,071,957	6.10%	18,071,957	(3.05%)
2018	18,220,955	0.82%	18,220,955	0.82%
2019	18,656,293	2.39%	18,656,293	2.39%
Total	88,622,362	11.66%	92,413,919	(0.81%)
Average	17,724,472	2.92%	18,482,784	(0.20%)

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. The unadjusted columns represent actual dollars received. This column is skewed by the rate increase in FY 16.

CITY OF BARTLESVILLE
2019-20 Operating Budget
Description of Major Revenue Sources
(continued)

The adjusted column does not represent actual dollars received. Instead it represents the amounts that would have been received if the rate increase had been in effect during the entire period of the analysis. This column allows for an analysis of the historical underlying economic activity and provides a better picture of these trends. It is the policy of the City of Bartlesville to examine historical trends, but to also weigh heavily the most recent factors.

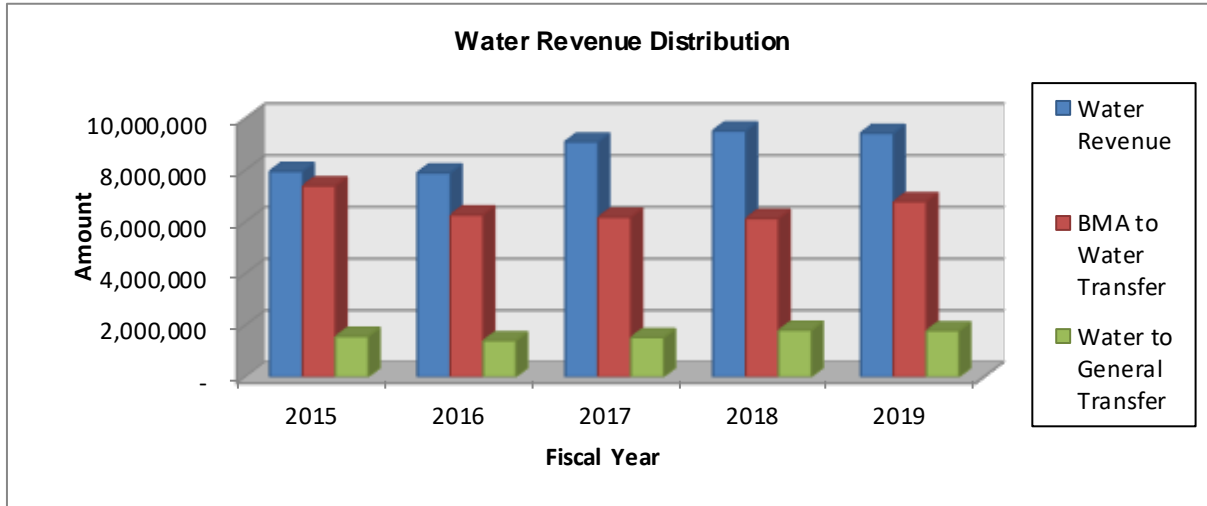
The City's most recent experience with sales tax shows continued uncertainty but also signs of growth. In recent years, the City's retail development initiatives operated by the Bartlesville Development Authority are showing results and over 100,000 sf of new retail opened its doors in the past year. There have also been store closures of some chain retail stores including JCPenney's, Sears, and K-Mart. Fortunately, the Sears location is already filled with a tenant, Dunham's Sporting Goods, that is expected to generate more sales tax per square foot than Sear's did. While sales tax outpaced budgeted expectations for 2018-19 the City is going to take a conservative approach and assume no growth for 2019-20.

Using this scenario, the amount of sales tax revenue to be budgeted for fiscal year 2019-2020 is \$18,656,293. This amount will be available to the following funds based on the percentages previously discussed. The General Fund will receive \$14,540,934, the Capital Improvement – Sales Tax Fund will receive \$2,743,573, and the Economic Development Fund will receive \$1,371,786.

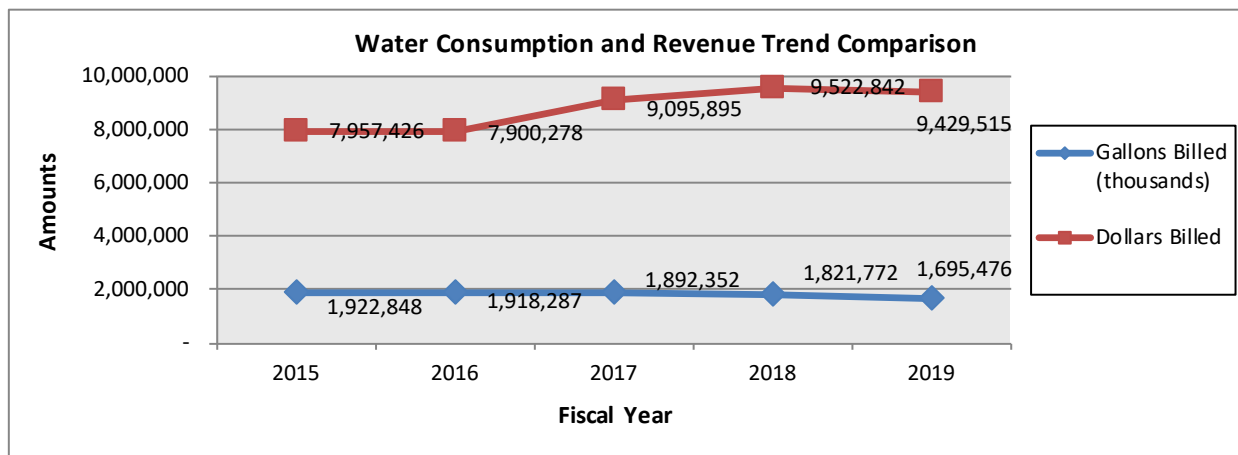
WATER UTILITY REVENUES

The revenues received from the City of Bartlesville's water utilities are the City's second largest source of revenue, accounting for, on average, 19.5% of all external recurring revenues. These revenues are pledged to provide debt service on a portion of the Bartlesville Municipal Authority's ("BMA") debt, and are therefore recorded initially in the BMA. This is still an important source of revenue to the City however, since the amount needed to fund the operations of the City's water utility is transferred back to the water utility fund. From there, the revenues are used to fund the operation, maintenance, and improvement of the City's water utility and also to provide operating transfers to the City's General Fund for administrative overhead. The relationship between water revenues and operating transfers is shown below in graphic form.

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 Description of Major Revenue Sources
 (continued)



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



CITY OF BARTLESVILLE
2019-20 Operating Budget
Description of Major Revenue Sources
(continued)

**Water Utility Revenue Estimate
Trend Analysis Method**

Fiscal Year	Gallons Billed (thousands)	Percent Increase (Decrease)	Dollars Billed	Percent Increase (Decrease)
2015	1,922,848		7,957,426	
2016	1,918,287	(0.24%)	7,900,278	(0.72%)
2017	1,892,352	(1.35%)	9,095,895	15.13%
2018	1,821,772	(3.73%)	9,522,842	4.69%
2019	1,695,476	(6.93%)	9,429,515	(0.98%)
Total	9,250,735	(12.25%)	43,905,956	18.12%
Average	1,850,147	(3.06%)	8,781,191	4.53%

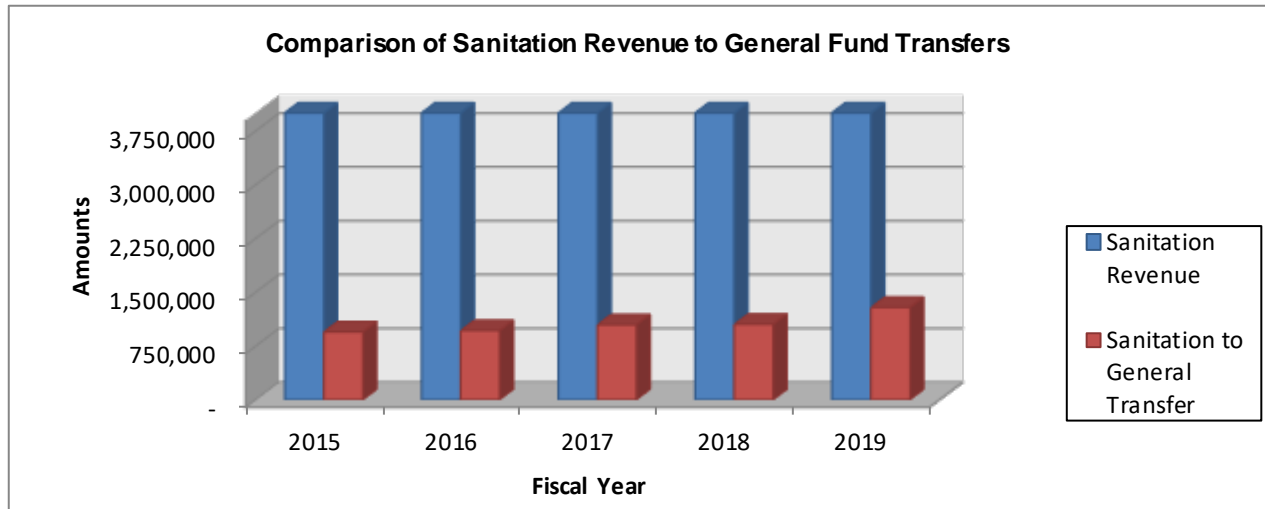
The above analysis indicates that the City's water sales have shrunk by 3.06% per year but revenue has increased by 4.53% per year. The large jump in FY 2016-17 was due to the system change that took effect July 1, 2016 to an inclining block structure for customers with meters smaller than 3" and a flat rate system for customers with meters 3" or larger. The change from declining to inclining block is also accompanied by water rate increases and the addition of a water capital fee. These rate increases are part of a larger rate increase plan that is being phased over five years. Phase IV of this plan will take effect on July 1, 2019.

With all of these changes included, the resulting amount of \$10,942,491 is the estimated water utility revenue for the City of Bartlesville. This amount also includes \$1,082,009 in capital investment fees that are not included in the analysis above.

SANITATION UTILITY REVENUE

The City of Bartlesville also operates a sanitation utility for the purpose of collecting and disposing of solid waste. The fees derived from the sanitation utility are used to operate, maintain, and improve the sanitation utility and are also used to fund the City's General Fund with operating transfers for administrative overhead. This source of revenue accounts for, on average, 9.6% of all external recurring revenues; which makes it the fourth largest source of revenue for the City.

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 Description of Major Revenue Sources
 (continued)



**Sanitation Utility Revenue Estimate
 Trend Analysis Method**

<u>Fiscal Year</u>	<u>Dollars Billed</u> <u>(actuals)</u>	Percent
		<u>Increase</u> <u>(Decrease)</u>
2015	4,446,325	
2016	4,417,513	(0.65%)
2017	4,527,670	2.49%
2018	4,466,926	(1.34%)
2019	4,519,437	1.18%
Total	<u>22,377,871</u>	<u>1.68%</u>
Average	<u>4,475,574</u>	<u>0.42%</u>

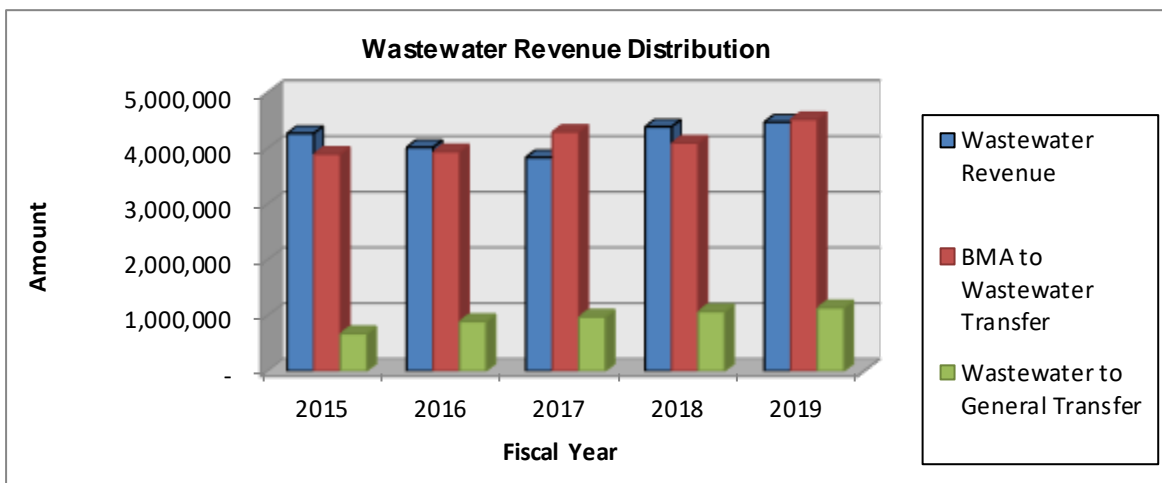
The above analysis indicates that the City's sanitation sales have shrunk on average 0.42% per year with very small fluctuations from year to year. Based on the trend analysis and recent results, the City is budgeting for a 0.5% increase in sanitation revenues. This results in \$4,542,034 for the 2019-20 fiscal year sanitation revenues.

CITY OF BARTLESVILLE
2019-20 Operating Budget
Description of Major Revenue Sources
(continued)

WASTEWATER UTILITY REVENUES

The revenues received from the City of Bartlesville's wastewater utilities are the City's third largest source of revenue, accounting for, on average, 12.2% of all external recurring revenues.

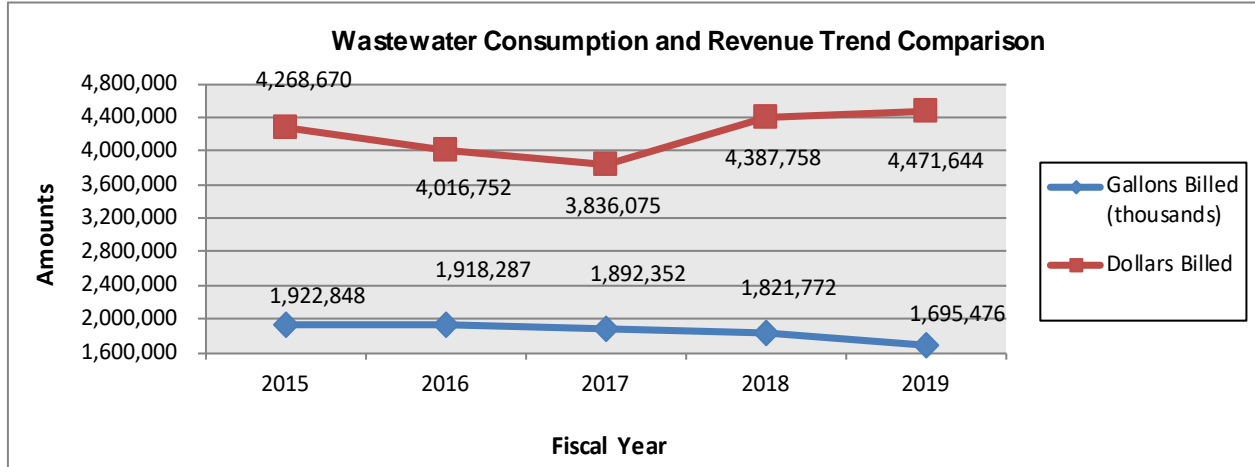
The amounts needed to fund the operations of the City's wastewater utility are transferred back to the City operated wastewater utility fund. From there, the revenues are used to fund the operation, maintenance, and improvement of the City's wastewater utility and also to provide operating transfers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



In addition to the water rate changes discussed above, the City has also adopted a five-year rate increase plan for wastewater rates. Phase IV of this plan will be effective on July 1, 2019. These changes and the changes to the water rates are the result of a comprehensive water and wastewater study.

CITY OF BARTLESVILLE
2019-20 Operating Budget
Description of Major Revenue Sources
(continued)

The City typically 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

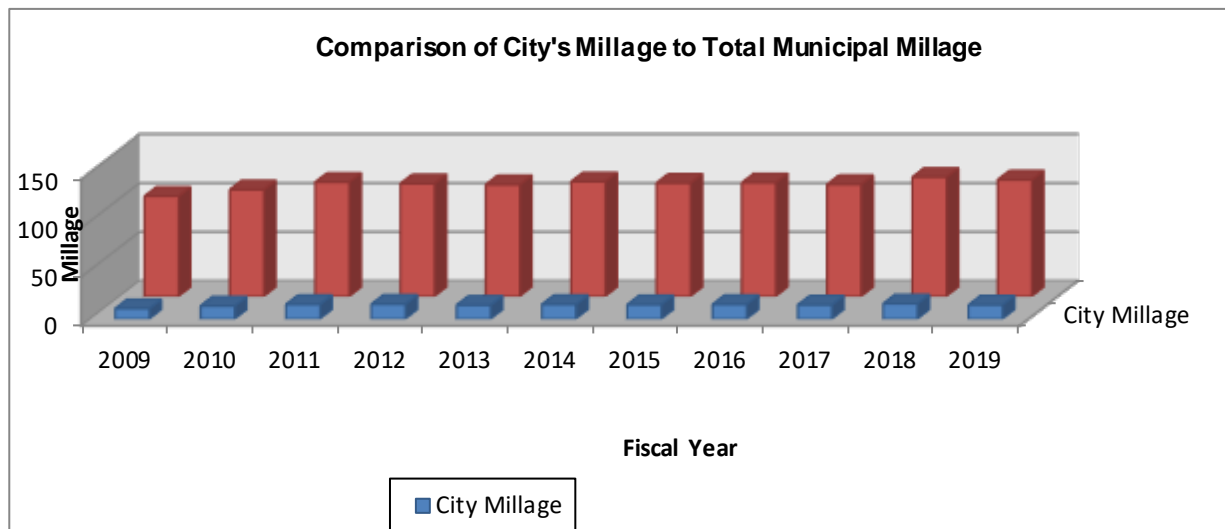
Fiscal Year	Gallons Billed (thousands)	Percent Increase (Decrease)	Dollars Billed	Percent Increase (Decrease)
2015	1,922,848		4,268,670	
2016	1,918,287	(0.24%)	4,016,752	(5.90%)
2017	1,892,352	(1.35%)	3,836,075	(4.50%)
2018	1,821,772	(3.73%)	4,387,758	14.38%
2019	1,695,476	(6.93%)	4,471,644	1.91%
Total	9,250,735	(12.25%)	20,980,899	5.89%
Average	1,850,147	(3.06%)	4,196,180	1.47%

Utilizing the results of the comprehensive wastewater study, the City estimates that the new wastewater rates will generate \$6,457,895 in revenue.

CITY OF BARTLESVILLE
2019-20 Operating Budget
Description of Major Revenue Sources
(continued)

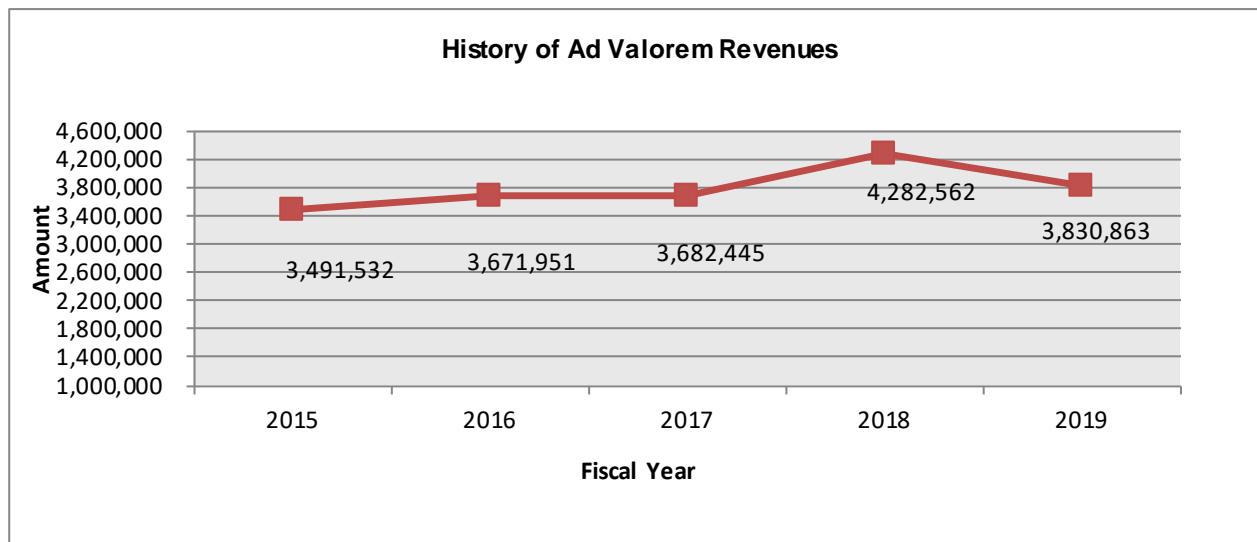
AD VALOREM

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



CITY OF BARTLESVILLE
2019-20 Operating Budget
Description of Major Revenue Sources
(continued)

As the above graphic illustrates, the City's share of total ad valorem taxes have been a very small portion of total ad valorem taxes for the citizens of the City of Bartlesville. However, even though small by comparison to the total ad valorem, the City's revenues from ad valorem taxes are still its fifth largest source of recurring revenue, accounting for, on average, 7.9% of total external recurring revenue.



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

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

CITY OF BARTLESVILLE
2019-20 Operating Budget
Description of Major Revenue Sources
(continued)

The City takes a simpler approach to estimating its ad valorem revenues for budget purposes than that used for its estimate of needs. As shown below, the City calculates the actual principal and interest requirements for the fiscal budget year, adds the estimated amounts of any court ordered judgments and financial agent fees. The estimated ad valorem revenue for fiscal year 2019-20 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
2012 Combined Purpose Bonds	330,000	19,185	349,185
2014 Combined Purpose Bonds	165,000	16,245	181,245
2014B Combined Purpose Bonds	575,000	56,013	631,013
2015 Combined Purpose Bonds	220,000	22,965	242,965
2017 Combined Purpose Bonds	825,000	49,500	874,500
2018A Combined Purpose Bonds	605,000	276,000	881,000
2018B Combined Purpose Bonds	525,000	15,750	540,750
2018C Combined Purpose Bonds	-	121,250	121,250
Judgement	<u>65,000</u>	<u>-</u>	<u>65,000</u>
Totals	<u>3,310,000</u>	<u>576,908</u>	<u>3,886,908</u>
	Add: Financial Agent Fees		<u>2,400</u>
	Balance to Levy		<u>3,889,308</u>

CITY OF BARTLESVILLE

2019-20 Operating Budget All Funds Personnel Summary

<i>PERSONNEL COUNTS BY FUND & DEPARTMENT</i>	<i>2017-18 ACTUAL FTEs</i>	<i>2018-19 BUDGETED FTEs</i>	<i>2018-19 ACTUAL FTEs</i>	<i>2019-20 BUDGETED FTEs</i>
General Fund:				
Administration	7	7	7	6
Accounting and Finance	16	16	16	16.5
Legal	2.23	2.23	2.23	2.23
Building and Neighborhood Service	8	7	7	7.5
Building Maintenance	5	5	5	5
Community Development	3	3	3	4
Technical Services	0	4	4	4
Engineering	6	7	7	7
Fleet Maintenance	4	4	4	5
Fire	70	70	70	70
Police	68	68	68	70
Street	17	17	17	16
Library	19.14	18.7	18.7	18.7
History Museum	3.63	3.63	3.63	3.63
Park and Recreation	18	18	18	18
<i>Total General Fund</i>	247	250.56	250.56	253.56
E-911 Fund:				
Emergency Dispatch	15.1	15.1	15.1	15.1
Special Library:				
Library	1.13	1.13	1.13	1.13
Special Museum:				
Museum	1.18	1.23	1.23	1.23
Wastewater Fund:				
Wastewater Maintenance	11	11	10.5	10.5
Water Fund:				
Water Plant	15	15	15	15
Water Administration	2	2	2	2
Water Distribution	21	21	20.5	20.5
<i>Total Water</i>	38	38	37.5	37.5
Sanitation Fund:				
Sanitation	31	31	31	31
Golf Course Fund:				
Municipal Golf Course	3	3	3	3
Total Personnel	<u>347.41</u>	<u>351.02</u>	<u>350.02</u>	<u>353.02</u>

As explained more fully in the City Manager's Letter earlier in this document, there is an increase of 3 full time positions added to the budget. One position was reallocated from Administration to Community Development; one position was reallocated from Street to Fleet Maintenance. There is the addition of 2 full time positions in the Police Department for traffic enforcement officers and 1 full time position split between Accounting and Finance and Building and Neighborhood Services for a collections agent and code enforcement officer. During FY 2019-20 Water Distribution and Wastewater Maintenance filled 2 positions with one supervisor. This resulted in a increase of 0.4 FTEs.

CITY OF BARTLESVILLE

2019-20 Operating Budget

All Funds Capital Expenditures Summary

EXPENDITURES BY FUND & DEPARTMENT	2019-20 BUDGETED CAPITAL EXPENDITURES
Municipal Airport Fund:	
Airport	276,827
Harshfield Trust Fund:	
Library	35,000
Neighborhood Park Fund:	
Park and Recreation	8,353
CIP - Sales Tax Fund:	
General Services	25,000
Engineering	7,378
Police	310,000
Storm Sewer	1,800,000
Street	3,585,000
Park and Recreation	532,000
<i>Total CIP - Sales Tax</i>	6,259,378
CIP - Wastewater Regulatory Fund:	
Wastewater Maintenance	360,000
CIP - City Hall:	
General Services	25,000
CIP - Storm Sewer Fund:	
Storm Sewer	112,656
CDBG Fund:	
Street	147,000
2008B GO Bond Fund:	
Parks & Recreation	89
2009 GO Bond Fund:	
Street	4,172
2012 GO Bond Fund:	
Sooner Pool	126,062
2014 GO Bond Fund:	
Street	326,207
2014B GO Bond Fund:	
Police	29,970
Park and Rec	11,000
<i>Total 2014B GO Bond</i>	40,970
2015 GO Bond Fund:	
Street	82,575
2017 GO Bond Fund:	
Street	598,363
Park and Recreation	332,500
<i>Total 2017 GO Bond</i>	930,863
2018A GO Bond Fund:	
Library	180,000
Park and Recreation	5,557,600
Street	2,000,000
<i>Total 2018A GO Bond</i>	7,737,600
2018B GO Bond Fund:	
Storm Sewer	471,439
2018C GO Bond Fund:	
Library	30,500
Street	1,848,000
Park and Recreation	80,000
<i>Total 2018C GO Bond</i>	1,958,500
Capital Reserve Fund:	
Neighborhood Services	35,000
IT	93,300
Fire	20,000
Police	211,000
Park and Recreation	32,000
Sooner & Frontier Pool	10,000
Adams Municipal Golf Course	23,000
Chickasaw Wastewater Treatment Plant	3,220,000
Wastewater Maintenance	122,500
Water Plant	9,225,000
Water Administration	1,565,000
Water Distribution	1,820,000
Sanitation	2,025,000
<i>Total Capital Reserve Fund</i>	18,401,800
	\$ 37,304,491

CITY OF BARTLESVILLE
2019-20 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 \$10,000. Any item that meets the test of benefiting more than one fiscal year and exceeding \$10,000 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	Police	Vehicles	\$ 210,000	Purchase of 7 new police vehicles
CIP - Sales Tax	Storm Sewer	East Downtown Drainage Improvements	\$ 1,800,000	Storm Sewer drainage improvements in east downtown
CIP - Sales Tax	Street	Hillcrest Drive Construction	\$ 2,200,000	Hillcrest Drive construction
CIP - Sales Tax	Street	Street Maintenance	\$ 900,000	Preventative street maintenance projects
CIP - Sales Tax	Street	Street Maintenance	\$ 500,000	Improvements to the cities pathfinder parkways
CIP - Sales Tax	Parks	Pathfinder Improvements	\$ 270,000	Improvements to the cities pathfinder parkways
CIP - Wastewater Reg	Wastewater Maint	Brookline Sewer line replacement	\$ 270,000	Brookline to Harvard sewer line replacement
2012 G.O. Bond Fund	Sooner Pool	Sooner Pool repair	\$ 126,062	Resurface and Construct shade structure at sooner pool
2014 G.O. Bond Fund	Street	Street Maintenance	\$ 3,226,207	Preventative street maintenance projects
2015 G.O. Bond Fund	Street	Street Maintenance	\$ 82,575	Preventative street maintenance projects
2017 G.O. Bond Fund	Parks	Pathfinder Parkway Improvements	\$ 250,000	Improvements, repairs and new trail sections of existing Pathfinder Parkway
2017 G.O. Bond Fund	Street	Kiddie Park	\$ 350,000	Kiddie Park road improvements
2017 G.O. Bond Fund	Street	Street Maintenance	\$ 200,129	Preventative street maintenance projects
2018A G.O. Bond Fund	Parks	Price Field	\$ 3,361,600	Price Field Phase 3
2018A G.O. Bond Fund	Parks	Price Tower	\$ 1,658,000	Price Tower Green
2018A G.O. Bond Fund	Street	Mill & Overlay	\$ 200,000	Keeler-Cherokee and Adams-Hensley Mill and Overlay
2018B G.O. Bond Fund	Storm Sewer	Quail Place	\$ 471,439	Quail Place Tributary
2018C G.O. Bond Fund	Street	Street Maintenance	\$ 1,848,000	Preventative street maintenance projects

Total	<u><u>\$ 17,924,012</u></u>
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CITY OF BARTLESVILLE
2019-20 Operating Budget
All Funds Capital Expenditures Summary
(continued)

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

WASTEWATER - 5 YR CAPITAL PLAN & FUNDING SUMMARY

Fiscal Year	Capital Plan Summaries			Funding Summaries			
	Wastewater Plant	Wastewater Maint	Total	Revenue to Cap Res Fund	Debt Issued	Expenses	Cash Balance
2019	\$ 213	142,296	142,509	\$ 1,914,697	\$ -	142,509	4,833,595
2020	3,220,000	115,000	3,335,000	1,914,697	-	3,335,000	3,413,292
2021	50,150,000	2,275,000	52,425,000	1,914,697	50,000,000	52,425,000	2,902,989
2022	190,000	80,000	270,000	1,914,697	-	270,000	4,547,686
2023	100,000	80,000	180,000	1,914,697	-	180,000	6,282,383
2024	-	450,000	450,000	1,914,697	-	450,000	7,747,080
Total	\$ 53,660,000	3,000,000	56,660,000	\$ 9,573,485	\$ 50,000,000	56,660,000	

WASTEWATER - WASTEWATER PLANT - 5 YR CAPITAL PLAN DETAIL

Fiscal Year	Fund/Dept	Item Description	Number of	
			Items	Cost of Purchase
2020	509-710	Repair Lift Station Telemetry (SCADA)	1	\$ 50,000
2020	509-710	Engineering Design for WWTP	1	\$ 3,000,000
2020	509-710	Replace farm tractor for land application of biosolids	1	\$ 170,000
2021	509-710	Expand Existing WWTP	1	\$ 50,000,000
2021	509-710	Replace injection unit for land application of biosolids	1	\$ 150,000
2022	509-710	Replace Pumps at Tuxedo	1	\$ 150,000
2022	509-710	Replace Vacuum tank trailer for land application of bio:	1	\$ 40,000
2023	509-710	Replace Pumps at Polaris	1	\$ 50,000
2023	509-710	Replace Pumps at Herrick	1	\$ 50,000

CITY OF BARTLESVILLE
2019-20 Operating Budget
All Funds Capital Expenditures Summary
(continued)

WASTEWATER - WASTEWATER MAINT - 5 YR CAPITAL PLAN DETAIL

Fiscal Year	Fund/Dept	Item Description	Number of	
			Items	Cost of Purchase
2020	511-750	Tyler Utility Billing (33% of total)	1	\$ 65,000
2020	509-715	Replace Camera and Transporter	1	\$ 50,000
2021	509-715	Maple Force Main Replacement and Lift Station Impro	2,200 ft.	\$ 2,275,000
2022	509-715	Replace Skid Steer	1	\$ 80,000
2023	509-715	Replace Foaming Unit	1	\$ 80,000
2024	509-715	Replace Vactor Truck	1	\$ 450,000

WATER - 5 YR CAPITAL PLAN & FUNDING SUMMARY

Fiscal Year	Capital Plan Summaries				Funding Summaries			
	Water Plant	Water Admin	Water Distribution	Total	Revenue to Cap Res Fund	Debt Issued	Expenses	Cash Balance
2019	\$ 49,222	72,535	103,995	225,752	\$ 1,132,009	\$ -	225,752	3,416,224
2020	9,225,000	1,565,000	1,820,000	12,610,000	1,132,009	8,500,000	12,610,000	438,233
2021	125,000	-	35,000	160,000	1,132,009	-	160,000	1,410,242
2022	50,000	-	35,000	85,000	1,132,009	-	85,000	2,457,251
2023	100,000	30,000	155,000	285,000	1,132,009	-	285,000	3,304,260
2024	250,000	-	580,000	830,000	1,132,009	-	830,000	3,606,269
Total	\$ 9,750,000	1,595,000	2,625,000	13,970,000	\$ 5,660,045	\$ 8,500,000	13,970,000	

WATER - WATER PLANT - 5 YR CAPITAL PLAN DETAIL

Fiscal Year	Fund	Item Description	Number of	
			Items	Cost of Purchase
2020	510-720	Pump Station and Force Main for WW Reuse	1	\$ 9,000,000
2020	510-720	PLC Replacement - Pump Stations	1	\$ 100,000
2020	510-720	SUV	1	\$ 25,000
2020	510-720	Server Replacement	1	\$ 100,000
2021	510-720	PLC Replacement - Water Plant	1	\$ 125,000
2022	510-720	Refurbish Peristaltic Pumps	1	\$ 50,000
2023	510-720	Refurbish Transfer Pumps and Motors	1	\$ 100,000
2024	510-720	Replace High Service Pump VFD	1	\$ 250,000

CITY OF BARTLESVILLE
2019-20 Operating Budget
All Funds Capital Expenditures Summary
(continued)

WATER - WATER ADMINISTRATION - 5 YR CAPITAL PLAN DETAIL

Fiscal			Number of	
Year	Fund	Item Description	Items	Cost of Purchase
2020	511-750	Tyler Utility Billing (33% of total)	1	\$ 65,000
2020	510-725	Renovate and Expand Water Utilities Bldg	1	\$ 1,500,000
2023	510-725	1/2 ton truck	1	\$ 30,000

WATER - WATER DISTRIBUTION - 5 YR CAPITAL PLAN DETAIL

Fiscal			Number of	
Year	Fund	Item Description	Items	Cost of Purchase
2020	510-730	Replace Water Lines in-House (material purchase only	3000 ft	\$ 50,000
2020	510-730	20" Water Line (Frank Phillips, Silver Lake to Highway	4,880 ft.	\$ 1,650,000
2020	510-730	Mini-Excavator	1	\$ 80,000
2020	510-730	1-ton truck with flatbed dump	1	\$ 40,000
2021	510-730	3/4-ton truck with Utility Bed	1	\$ 35,000
2022	510-730	1/2-ton Extended Cab Truck (4 wheel drive)	1	\$ 35,000
2023	510-730	Backhoe	1	\$ 115,000
2023	510-730	1-ton truck with flatbed dump	1	\$ 40,000
2024	510-730	Dump Truck (10 wheel)	1	\$ 130,000
2024	510-730	Replace Water Line - Adams (between Johnstone and	2850 ft	\$ 450,000

CITY OF BARTLESVILLE
2019-20 Operating Budget
All Funds Capital Expenditures Summary
(continued)

SANITATION 5 YR CAPITAL PLAN

Fiscal Year	Capital Plan Summaries		Funding Summaries			
	Sanitation	Total	Revenue to Cap Res Fund	Debt Issued	Expenses	Cash Balance
2019	\$ 72,535	72,535	\$ 750,000	\$ -	72,535	1,876,126
2020	2,025,000	2,025,000	740,000	-	2,025,000	591,126
2021	300,000	300,000	750,000	-	300,000	1,041,126
2022	1,710,000	1,710,000	750,000	-	1,710,000	81,126
2023	390,000	390,000	750,000	-	390,000	441,126
2024	-	-	750,000	-	-	1,191,126
Total	\$ 4,425,000	4,425,000	\$ 3,740,000	\$ -	4,425,000	

SANITATION 5 YR CAPITAL PLAN - DETAIL

Fiscal Year	Fund	Item Description	Number of	
			Items	Cost of Purchase
2020	511-750	Tyler Utility Billing (33% of total)	1	\$ 65,000
2020	511-750	Grappler/Loader Truck	1	\$ 160,000
2020	511-750	Automated Refuse Truck	4	\$ 1,300,000
2020	511-750	Street Sweeper	2	\$ 500,000
2021	511-750	Rear Load Refuse Truck	2	\$ 300,000
2022	511-750	Poly Carts	25,000	\$ 1,500,000
2022	511-750	Half Ton Pickup	1	\$ 35,000
2022	511-750	Roll Off Refuse Truck	1	\$ 175,000
2023	511-750	One Ton Truck	2	\$ 90,000
2023	511-750	Rear Load Refuse Truck	2	\$ 300,000

CITY OF BARTLESVILLE
2019-20 Operating Budget
Debt Service Calculations and Information

The City of Bartlesville and its component unit, the Bartlesville Municipal Authority (BMA), will have fourteen debt issues outstanding as of July 1, 2018. 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.

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

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

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

The 2014 bonds are due in annual installments of \$165,000 with a final payment of \$180,000 due on June 1, 2024. The bonds pay semi-annual interest at rates varying from 1.00% to 2.15%.

2014B Combined Purpose Bonds - \$5,200,000

The 2014B bonds are due in annual installments of \$575,000 with a final payment of \$600,000 due on Dec 1, 2024. The bonds pay semi-annual interest at rates varying from 1.1% to 2.10%.

CITY OF BARTLESVILLE
2019-20 Operating Budget
Debt Service Calculations and Information
(continued)

2015 Combined Purpose Bonds - \$2,000,000

The 2015 bonds are due in annual installments of \$220,000 with a final payment of \$240,000 due on December 1, 2025. The bonds pay semi-annual interest at rates varying from 1.00% to 2.00%.

2017 Combined Purpose Bonds - \$3,300,000

The 2016 bonds are due in annual installments of \$825,000 with a final payment due on June 1, 2022. The bonds pay semi-annual interest at rates varying from 1.25% to 1.80%

2018A Combined Purpose Bonds - \$9,725,000

The 2018A bonds are due in initial payment of \$605,000 then annual installments of \$1,140,000 until on Jun 1, 2028. The bonds pay semi-annual interest at rates varying from 1.99% to 2.75%.

2018B Combined Purpose Bonds - \$525,000

The 2018B bond is due on Jun 1, 2020 with one payment. The bonds pay semi-annual interest rates of 2.50% .

2018C Combined Purpose Bonds - \$3,300,000

The 2018C bonds are due in annual installments of \$275,000 with a final payment of \$300,000 on Dec 1, 2028. The bonds pay semi-annual interest at rates varying from 2.25% to 3.10%.

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:

CITY OF BARTLESVILLE
2019-20 Operating Budget
Debt Service Calculations and Information
(continued)

Debt Service Requirements

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2020	3,605,000	598,372	4,203,372
2021	3,530,000	466,350	3,996,350
2022	3,530,000	389,876	3,919,876
2023	2,735,000	310,925	3,045,925
2024	2,390,000	250,019	2,640,019
2025	2,235,000	190,395	2,425,395
2026	1,655,000	140,135	1,795,135
2027	1,415,000	95,525	1,510,525
2028	1,415,000	51,700	1,466,700
2029	300,000	6,000	306,000
Grand Total	<u>22,810,000</u>	<u>2,499,297</u>	<u>25,309,297</u>

REVENUE BONDS

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

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

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

CITY OF BARTLESVILLE
2019-20 Operating Budget
Debt Service Calculations and Information
(continued)

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

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

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

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

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

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

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

The 2012 revenue bonds were used to fund the Automated Meter Intelligence project. Principal and interest payments of \$131,300 are due semiannually starting on March 15, 2014. The bonds carry an interest rate of 2.29%.

Utility System Revenue Note Series 2016 - \$3,355,000

The 2016 revenue bonds were used to refinance the BMA's Drinking Water SRF Series 2009 revenue bonds that were originally used to fund various water system improvements that were completed in the Spring 2011. Principal and interest payments are due semiannually starting on September 1, 2016. Principal payments vary from \$85,000 to \$135,000. The bonds carry an interest rate of 2.20%.

CITY OF BARTLESVILLE
2019-20 Operating Budget
Debt Service Calculations and Information
(continued)

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

**BMA Revenue Bonds
Debt Service Requirements**

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2020	1,749,032	1,276,168	3,025,200
2021	1,814,117	1,217,512	3,031,629
2022	1,869,186	1,156,751	3,025,937
2023	1,911,240	1,093,910	3,005,150
2024	1,946,470	1,028,658	2,975,128
2025	1,968,054	961,478	2,929,532
2026	2,033,613	891,891	2,925,504
2027	2,114,302	819,761	2,934,063
2028	2,175,108	744,820	2,919,928
2029	2,119,781	667,396	2,787,177
2030	2,075,000	591,677	2,666,677
2031	2,010,000	514,477	2,524,477
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	<u>1,170,000</u>	<u>22,874</u>	<u>1,192,874</u>
Grand Total	<u>35,495,903</u>	<u>12,382,266</u>	<u>47,878,169</u>

CITY OF BARTLESVILLE
2019-20 Operating Budget
Current and Prior Years' Revenue Summary by Fund Type

FUND & SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 APPROVED
GENERAL FUND				
General Fund:				
Sales Tax	\$ 14,199,695	\$ 14,342,014	\$ 14,540,934	\$ 14,540,934
Franchise Tax	1,391,616	1,412,900	1,449,343	1,449,600
Licenses & Permits	257,513	271,300	225,207	229,000
Intergovernmental	661,374	664,500	634,859	637,800
Charges for Services	379,744	672,200	460,311	439,800
Fines and Forfeits	658,989	680,000	737,299	898,300
Interest and Investment Income	121,567	85,000	308,372	100,000
Donations and Miscellaneous	439,598	20,800	386,385	251,700
Transfers In	3,956,071	4,263,594	4,263,594	4,553,111
Total General Fund	\$ 22,066,167	\$ 22,412,308	\$ 23,006,304	\$ 23,100,245
SPECIAL REVENUE FUNDS				
Economic Development Fund:				
Sales Tax	\$ 1,341,711	\$ 1,353,020	\$ 1,371,786	\$ 1,371,786
Hotel-Motel Tax	223,000	223,400	204,578	208,600
Interest and Investment Income	9,538	-	13,260	-
Total Economic Development	\$ 1,574,249	\$ 1,576,420	\$ 1,589,624	\$ 1,580,386
E-911 Fund:				
E-911 Service Tax	\$ 123,287	\$ 91,300	\$ 98,137	\$ 95,100
E-911 Wireless Fee	424,080	418,500	402,442	402,400
Charges for Services	2,400	2,400	2,400	2,400
Interest and Investment Income	697	-	761	-
Transfers In	473,187	434,488	434,488	551,414
Total E-911	\$ 1,023,651	\$ 946,688	\$ 938,228	\$ 1,051,314

CITY OF BARTLESVILLE
2019-20 Operating Budget
Current and Prior Years' Revenue Summary by Fund Type
(continued)

FUND & SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 APPROVED
Special Library Fund:				
Intergovernmental	\$ 67,980	\$ 29,500	\$ 38,055	\$ 27,100
Interest and Investment Income	3,292	-	3,067	-
Donations and Miscellaneous	22,290	-	52,587	-
Transfers In	70,265	65,000	65,000	70,000
Total Special Library	<u>\$ 163,827</u>	<u>\$ 94,500</u>	<u>\$ 158,709</u>	<u>\$ 97,100</u>
Special Museum Fund:				
Interest and Investment Income	\$ 1,203	\$ -	\$ 1,166	\$ -
Donations and Miscellaneous	13,187	-	21,582	-
Transfers In	-	6,500	-	5,000
Total Special Museum	<u>\$ 14,390</u>	<u>\$ 6,500</u>	<u>\$ 22,748</u>	<u>\$ 5,000</u>
Municipal Airport Fund:				
Intergovernmental	\$ 10,800	\$ -	\$ 260,349	\$ -
Interest and Investment Income	3,037	-	3,148	-
Total Municipal Airport	<u>\$ 13,837</u>	<u>\$ -</u>	<u>\$ 263,497</u>	<u>\$ -</u>
Harshfield Library Donation Fund:				
Donations and Miscellaneous	<u>\$ 7,851</u>	<u>\$ -</u>	<u>\$ 8,214</u>	<u>\$ -</u>
Total Restricted Donations	<u>\$ 7,851</u>	<u>\$ -</u>	<u>\$ 8,214</u>	<u>\$ -</u>
Restricted Revenue Fund:				
Donations and Miscellaneous	<u>\$ 68,986</u>	<u>\$ -</u>	<u>\$ 65,582</u>	<u>\$ -</u>
Total Restricted Donations	<u>\$ 68,986</u>	<u>\$ -</u>	<u>\$ 65,582</u>	<u>\$ -</u>
Golf Course Memorial Fund:				
Interest and Investment Income	\$ 144	\$ -	\$ 77	\$ -
Donations and Miscellaneous	16,293	57,400	95,938	-
Total Golf Course Memorial	<u>\$ 16,437</u>	<u>\$ 57,400</u>	<u>\$ 96,015</u>	<u>\$ -</u>
JAG Fund:				
Intergovernmental	\$ 5,950	\$ 6,000	\$ 6,000	\$ 6,000
Interest and Investment Income	406	-	-	-
Donations and Miscellaneous	-	-	-	-
Total JAG	<u>\$ 6,356</u>	<u>\$ 6,000</u>	<u>\$ 6,000</u>	<u>\$ 6,000</u>

CITY OF BARTLESVILLE
2019-20 Operating Budget
Current and Prior Years' Revenue Summary by Fund Type
(continued)

<i>FUND & SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 APPROVED</i>
Neighborhood Park Fund:				
Interest and Investment Income	\$ 84	\$ -	\$ 89	\$ -
Total Neighborhood Park	\$ 84	\$ -	\$ 89	\$ -
Cemetery Perpetual Care Fund:				
Charges for Services	\$ 3,061	\$ 2,600	\$ 2,759	\$ 2,700
Interest and Investment Income	19	-	36	-
Donations and Miscellaneous	-	-	-	-
Total Cemetery Perpetual Care	\$ 3,080	\$ 2,600	\$ 2,795	\$ 2,700
Memorial Stadium Fund:				
Interest and Investment Income	\$ 84	\$ -	\$ -	\$ -
Transfers In	-	-	-	-
Total Memorial Stadium	\$ 84	\$ -	\$ -	\$ -
Total Special Revenue Funds	\$ 2,892,832	\$ 2,690,108	\$ 3,151,501	\$ 2,742,500
DEBT SERVICE FUND				
Debt Service Fund:				
Ad Valorem - Current Year	\$ 4,027,233	\$ 3,707,577	\$ 3,830,863	\$ 3,889,308
Ad Valorem - Prior Year	\$ 61,630	\$ 48,995	-	-
Proceeds from Issuance of Debt	\$ 193,699	\$ -	-	-
Transfers In	-	-	-	-
Total Debt Service Fund	\$ 4,282,562	\$ 3,756,572	\$ 3,830,863	\$ 3,889,308
CAPITAL PROJECTS FUNDS				
CIP - Sales Tax Fund:				
Sales Tax	\$ 2,679,550	\$ 2,706,040	\$ 2,743,573	\$ 2,743,573
Intergovernmental	-	-	155,702	-
Interest and Investment Income	28,873	-	32,832	-
Donations and Miscellaneous	368,398	-	14,000	-
Total CIP - Sales Tax	\$ 3,076,821	\$ 2,706,040	\$ 2,946,107	\$ 2,743,573

CITY OF BARTLESVILLE
2019-20 Operating Budget
Current and Prior Years' Revenue Summary by Fund Type
 (continued)

<i>FUND & SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 APPROVED</i>
CIP - Wastewater Fund:				
Charges for Services	\$ 42,800	\$ -	\$ 15,877	\$ -
Interest and Investment Income	2,367	-	2,414	-
Total CIP - Wastewater	<u>\$ 45,167</u>	<u>\$ -</u>	<u>\$ 18,291</u>	<u>\$ -</u>
CIP - Wastewater Regulatory Fund:				
Interest and Investment Income	\$ 18,405	\$ -	\$ 10,000	\$ -
Transfer in from BMA - Water	150,000	-	-	-
Total CIP - Wastewater	<u>\$ 168,405</u>	<u>\$ -</u>	<u>\$ 10,000</u>	<u>\$ -</u>
CIP - City Hall Fund:				
Charges for Services	\$ 20,736	\$ 21,049	\$ 26,301	\$ 5,000
Interest and Investment Income	717	-	519	-
Total CIP - City Hall	<u>\$ 21,453</u>	<u>\$ 21,049</u>	<u>\$ 26,820</u>	<u>\$ 5,000</u>
CIP - Storm Sewer Fund:				
Interest and Investment Income	<u>\$ 1,204</u>	<u>\$ -</u>	<u>\$ 1,456</u>	<u>\$ -</u>
CDBG Fund:				
Intergovernmental	<u>\$ 155,561</u>	<u>\$ -</u>	<u>\$ 84,125</u>	<u>\$ 147,000</u>
2008B G.O. Bond Fund:				
Interest and Investment Income	<u>\$ 1</u>	<u>\$ -</u>	<u>\$ 1</u>	<u>\$ -</u>
2009 G.O. Bond Fund:				
Interest and Investment Income	<u>\$ 148</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
2010 G.O. Bond Fund:				
Interest and Investment Income	<u>\$ 4</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
2012 G.O. Bond Fund:				
Interest and Investment Income	<u>\$ 1,310</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

CITY OF BARTLESVILLE
2019-20 Operating Budget
Current and Prior Years' Revenue Summary by Fund Type
(continued)

FUND & SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 APPROVED
2014 G.O. Bond Fund:				
Interest and Investment Income	\$ 8,671	\$ -	\$ -	\$ -
2014B G.O. Bond Fund:				
Interest and Investment Income	\$ 2,089	\$ -	\$ -	\$ -
2015 G.O. Bond Fund:				
Interest and Investment Income	\$ 19,380	\$ -	\$ -	\$ -
2017 G.O. Bond Fund:				
Interest and Investment Income	\$ 32,116	\$ -	\$ -	\$ -
2018A G.O. Bond Fund:				
Interest and Investment Income	\$ 3,366	\$ -	\$ -	\$ -
Proceeds from Issuance of Debt	9,725,000	-	-	-
Total 2014B G.O. Bond Fund	\$ 9,728,366	\$ -	\$ -	\$ -
2018B G.O. Bond Fund:				
Interest and Investment Income	\$ 169	\$ -	\$ -	\$ -
Proceeds from Issuance of Debt	525,000	-	-	-
Total 2014B G.O. Bond Fund	\$ 525,169	\$ -	\$ -	\$ -
2018C G.O. Bond Fund:				
Interest and Investment Income	\$ -	\$ 3,813	\$ -	\$ -
Proceeds from Issuance of Debt	-	2,500,000	2,500,000	-
Total 2014B G.O. Bond Fund	\$ -	\$ 2,503,813	\$ 2,500,000	\$ -
Total Capital Project Funds	\$13,834,344	\$ 5,230,902	\$ 5,589,725	\$ 2,895,573
ENTERPRISE FUNDS				
Wastewater Operating Fund:				
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Donations and Miscellaneous	50,202	-	4,351	-
Transfers In	4,097,567	4,520,780	4,638,654	4,577,622
Total Wastewater Operating	\$ 4,147,769	\$ 4,520,780	\$ 4,643,005	\$ 4,577,622
Water Operating Fund:				
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Donations and Miscellaneous	12,399	400	1,529	-
Transfers In	6,137,691	6,789,324	6,438,207	6,737,055
Total Water Operating	\$ 6,150,090	\$ 6,789,724	\$ 6,439,736	\$ 6,737,055

CITY OF BARTLESVILLE
2019-20 Operating Budget
Current and Prior Years' Revenue Summary by Fund Type
(continued)

FUND & SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 APPROVED
Sanitation Operating Fund:				
Charges for Services	\$ 4,469,676	\$ 4,477,523	\$ 4,520,812	\$ 4,543,333
Interest and Investment Income	9,210	-	8,927	5,000
Donations and Miscellaneous	1,104	-	2,088	1,000
Total Sanitation Operating	<u>\$ 4,479,990</u>	<u>\$ 4,477,523</u>	<u>\$ 4,531,827</u>	<u>\$ 4,549,333</u>
Golf Course Operating Fund:				
Charges for Services	\$ 316,933	\$ 321,000	\$ 298,409	\$ 299,500
Interest and Investment Income	529	-	593	-
Transfers In	147,484	135,549	135,549	173,382
Total Golf Course Operating	<u>\$ 464,946</u>	<u>\$ 456,549</u>	<u>\$ 434,551</u>	<u>\$ 472,882</u>
Sooner Pool Fund:				
Interest and Investment Income	\$ 276	\$ -	\$ 385	\$ -
Transfers In	44,393	29,902	29,902	44,750
Total Sooner Pool	<u>\$ 44,669</u>	<u>\$ 29,902</u>	<u>\$ 30,287</u>	<u>\$ 44,750</u>
Frontier Pool Fund:				
Interest and Investment Income	\$ 304	\$ -	\$ 530	\$ -
Transfers In	58,446	40,820	40,820	49,681
Total Frontier Pool	<u>\$ 58,750</u>	<u>\$ 40,820</u>	<u>\$ 41,350</u>	<u>\$ 49,681</u>
Total Enterprise Funds	<u>\$ 15,346,214</u>	<u>\$ 16,315,298</u>	<u>\$ 16,120,756</u>	<u>\$ 16,431,323</u>
INTERNAL SERVICE FUNDS				
Worker's Compensation Fund:				
Interest and Investment Income	\$ 1,558	\$ 1,000	\$ 1,750	\$ 1,000
Donations and Miscellaneous	-	-	24,000	-
Contribution from Operate Dept.	169,167	236,170	208,476	258,991
Total Worker's Compensation	<u>\$ 170,725</u>	<u>\$ 237,170</u>	<u>\$ 234,226</u>	<u>\$ 259,991</u>
Health Insurance Fund:				
Employee Contributions	\$ 393,174	\$ 405,000	\$ 395,000	\$ 395,000
Retiree Contributions	185,926	250,000	185,000	185,000
Interest and Investment Income	6,152	5,000	5,126	5,100
Reimbursement of Operations	2,088,055	2,409,972	2,409,972	2,838,412
Reimbursement by Contract	44,962	300,000	-	300,000
Total Health Insurance	<u>\$ 2,718,269</u>	<u>\$ 3,369,972</u>	<u>\$ 2,995,098</u>	<u>\$ 3,723,512</u>

CITY OF BARTLESVILLE
2019-20 Operating Budget
Current and Prior Years' Revenue Summary by Fund Type
 (continued)

FUND & SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 APPROVED
Auto Collision Fund:				
Donations and Miscellaneous	\$ 533	\$ -	\$ 533	\$ -
Transfers In	39,379	100,000	100,000	75,000
Total Auto Collision	<u>\$ 39,912</u>	<u>\$ 100,000</u>	<u>\$ 100,533</u>	<u>\$ 75,000</u>
Stabilization Reserve Fund:				
Transfers In	<u>\$ 729,622</u>	<u>\$ 742,848</u>	<u>\$ 742,848</u>	<u>\$ 780,739</u>
Capital Reserve Fund:				
Charges for Services	\$ 2,956,573	\$ 3,180,441	\$ 2,996,706	\$ 2,996,706
Debt Proceeds	-	6,000,000	-	8,500,000
Transfers In	1,212,500	1,080,000	1,080,000	1,140,000
Total Capital Reserve Fund	<u>\$ 4,169,073</u>	<u>\$ 10,260,441</u>	<u>\$ 4,076,706</u>	<u>\$ 12,636,706</u>
Total Internal Service Funds	<u>\$ 7,827,601</u>	<u>\$ 14,710,431</u>	<u>\$ 8,149,411</u>	<u>\$ 17,475,948</u>
FIDUCIARY FUNDS				
Mausoleum Trust Fund:				
Interest and Investment Income	<u>\$ 81</u>	<u>\$ -</u>	<u>\$ 86</u>	<u>\$ -</u>
BARTLESVILLE MUNICIPAL AUTHORITY				
BMA - Wastewater Fund:				
Charges for Services	\$ 4,387,758	\$ 4,452,797	\$ 4,471,644	\$ 4,543,198
Donations and Miscellaneous	42,873	40,400	30,322	30,400
Total BMA - Wastewater	<u>\$ 4,430,631</u>	<u>\$ 4,493,197</u>	<u>\$ 4,501,966</u>	<u>\$ 4,573,598</u>
BMA - Water Fund:				
Charges for Services	\$ 9,522,845	\$ 9,532,281	\$ 9,429,515	\$ 9,860,482
Interest and Investment Income	3,654	-	-	-
Total BMA - Water	<u>\$ 9,526,499</u>	<u>\$ 9,532,281</u>	<u>\$ 9,429,515</u>	<u>\$ 9,860,482</u>
Total BMA Funds	<u>\$ 13,957,130</u>	<u>\$ 14,025,478</u>	<u>\$ 13,931,481</u>	<u>\$ 14,434,080</u>
TOTAL REVENUE ALL FUNDS	<u>\$ 80,206,931</u>	<u>\$ 79,141,097</u>	<u>\$ 73,780,127</u>	<u>\$ 80,968,977</u>

CITY OF BARTLESVILLE
2019-20 Operating Budget
Current and Prior Years' Expenditure Summary by Fund Type

FUND & DEPARTMENT	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 APPROVED
GENERAL FUND				
General Fund:				
City Council	\$ 18,448	\$ 30,560	\$ 17,004	\$ 22,660
Administration	676,165	774,430	777,317	710,986
Accounting and Finance	1,558,904	1,563,786	1,543,673	1,472,406
Legal	180,346	179,417	179,253	194,358
Building & Neighborhood Service	632,912	603,838	609,929	697,907
Building Maintenance	447,919	468,411	462,710	487,450
General Services	696,736	695,321	662,078	705,486
Cemetery	7,478	25,860	20,801	16,710
Community Development	395,828	370,029	374,545	508,705
Technical Services	416,268	518,544	517,524	818,796
Engineering	315,910	346,938	342,356	389,147
Fleet Maintenance	340,193	357,848	343,473	427,935
Fire	5,580,935	5,860,105	5,762,604	5,971,140
Police	5,375,508	5,501,503	5,447,070	5,952,219
Street	1,438,047	1,507,502	1,341,211	1,515,509
Library	1,281,775	1,345,079	1,336,254	1,383,377
History Museum	164,014	178,609	165,279	183,537
Park and Recreation	1,184,650	1,199,899	1,095,855	1,314,764
Transfers Out	1,645,300	1,387,658	1,387,658	1,666,073
Reserves	-	859,994	-	752,849
Total General Fund	\$ 22,357,336	\$ 23,775,331	\$ 22,386,594	\$ 25,192,014
SPECIAL REVENUE FUNDS				
Economic Development Fund:				
Economic Development	\$ 1,096,168	\$ 2,521,563	\$ 1,876,875	\$ 2,517,557
E-911 Fund:				
Emergency Dispatch	\$ 999,571	\$ 1,012,071	\$ 1,011,707	\$ 1,037,323
Reserves	-	19,513	-	20,905
Total E-911 Fund	\$ 999,571	\$ 1,031,584	\$ 1,011,707	\$ 1,058,228
Special Library Fund:				
Library	\$ 165,166	\$ 189,779	\$ 171,577	\$ 178,000

CITY OF BARTLESVILLE

2019-20 Operating Budget

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

FUND & DEPARTMENT	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 APPROVED
Special Museum Fund:				
Museum	\$ 33,371	\$ 45,000	\$ 37,447	\$ 42,500
Municipal Airport Fund:				
Airport	\$ 13,213	\$ 309,800	\$ 278,374	\$ 276,827
Harshfield Library Donation Fund:				
Library	\$ 38,595	\$ 740,239	\$ 40,527	\$ 728,708
Restricted Revenue Fund:				
General Services	\$ 27,263	\$ 59,804	\$ 43,710	\$ 16,092
Cemetery	-	19,158	-	21,570
Community Development	448	1,591	-	1,591
Fire	363	60,663	43,693	26,411
Police	113,473	47,371	9,633	51,529
Park and Recreation	607	73,755	6,235	81,650
Swimming Pools	-	6,192	-	6,192
Stadium	7,075	7,075	-	-
Total Restricted Donations	\$ 149,229	\$ 275,609	\$ 103,271	\$ 205,035
Golf Course Memorial Fund:				
Municipal Golf Course	\$ 20,508	\$ 77,480	\$ 77,480	\$ 16,800
JAG Fund:				
Police	\$ 5,950	\$ 6,000	\$ 6,000	\$ 6,000
Transfers Out	-	40,243	40,243	-
Total JAG Fund	\$ 5,950	\$ 46,243	\$ 46,243	\$ 6,000
Neighborhood Park Fund:				
Park and Recreation	\$ -	\$ 8,262	\$ -	\$ 8,353
Cemetery Perpetual Care Fund:				
Cemetery	\$ 74,096	\$ 5,682	\$ -	\$ 8,895
Stadium Operating Fund:				
Doenges Memorial Stadium	\$ -	\$ -	\$ -	\$ -
Transfers	14,171	2,134	2,134	-
Total Stadium Operating	\$ 14,171	\$ 2,134	\$ 2,134	\$ -
Total Special Revenue Funds	\$ 2,610,038	\$ 5,253,375	\$ 3,645,635	\$ 5,046,903

CITY OF BARTLESVILLE

2019-20 Operating Budget

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

FUND & DEPARTMENT	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 APPROVED
DEBT SERVICE FUND				
Debt Service Fund:				
Judgments	\$ 25,961	\$ 70,000	\$ 70,000	\$ 65,000
2008A Combined Purpose Bonds	496,450	-	-	-
2008B Combined Purpose Bonds	233,238	249,250	249,250	-
2009 Combined Purpose Bonds	365,293	377,106	377,106	-
2010 Combined Purpose Bonds	725,003	748,205	748,205	-
2012 Combined Purpose Bonds	357,520	353,313	353,313	349,485
2014 Combined Purpose Bonds	185,670	184,020	184,020	181,545
2014B Combined Purpose Bonds	643,963	637,638	637,638	631,313
2015 Combined Purpose Bonds	247,940	245,740	245,740	243,265
2017 Combined Purpose Bonds	66,150	891,300	891,300	874,800
2018A Combined Purpose Bonds	-	276,138	276,138	881,300
2018B Combined Purpose Bonds	-	15,900	15,900	541,050
2018C Combined Purpose Bonds	-	-	-	121,550
Total Debt Service Fund	\$ 3,347,188	\$ 4,048,610	\$ 4,048,610	\$ 3,889,308
CAPITAL PROJECTS FUNDS				
CIP - Sales Tax Fund:				
Building Maintenance	\$ -	\$ 33,845	\$ 33,485	\$ -
General Services	\$ 581,860	\$ 106,553	\$ 25,535	\$ 25,000
Engineering	7,378	7,378	7,378	7,378
Fire	185,446	28,390	-	-
Police	230,403	300,000	293,626	310,000
Storm Sewer	29,992	2,200,000	400,000	1,800,000
Street	1,424,620	1,434,892	897,257	3,585,000
Park and Recreation	234,720	728,669	314,413	532,000
Municipal Golf Course	-	30,000	30,000	-
Unallocated	-	222,778	-	350,893
Total CIP - Sales Tax	\$ 2,694,419	\$ 5,092,505	\$ 2,001,694	\$ 6,610,271
CIP - Wastewater Fund:				
Wastewater Maintenance	\$ 35,584	\$ 118,910	\$ 116,054	\$ 50,000
Unallocated	-	56,310	-	57,661
Total CIP - Wastewater	\$ 35,584	\$ 175,220	\$ 116,054	\$ 107,661
CIP - Wastewater Regulatory Fund:				
CWWTP	\$ 337,845	\$ 330,255	\$ 330,255	\$ -
Wastewater Maintenance	967,019	1,047,061	781,514	360,000
Transfers Out	255,242	-	-	-
Unallocated	-	-	-	111,908
Total CIP - Wastewater Regulatory	\$ 1,560,106	\$ 1,377,316	\$ 1,111,769	\$ 471,908

CITY OF BARTLESVILLE
2019-20 Operating Budget
Current and Prior Years' Expenditure Summary by Fund Type
(continued)

<i>FUND & DEPARTMENT</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 APPROVED</i>
CIP - City Hall Fund:				
General Services	\$ 108,183	\$ 29,067	\$ 23,225	\$ 25,000
Unallocated	-	25,952	-	12,076
Total CIP - City Hall	<u>\$ 108,183</u>	<u>\$ 55,019</u>	<u>\$ 23,225</u>	<u>\$ 37,076</u>
CIP - Storm Sewer Fund:				
Storm Sewer	<u>\$ 4,110</u>	<u>\$ 86,342</u>	<u>\$ 26,633</u>	<u>\$ 112,656</u>
CDBG Fund:				
Street	<u>\$ 155,561</u>	<u>\$ 84,125</u>	<u>\$ 84,125</u>	<u>\$ 147,000</u>
2008B G.O Bond Fund				
Parks & Recreation	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 89</u>
2010 G.O Bond Fund				
Street	<u>\$ -</u>	<u>\$ 410</u>	<u>\$ 410</u>	<u>\$ -</u>
2012 G.O Bond Fund				
Police	\$ 7,914	\$ -	\$ -	\$ -
Sooner Pool	-	136,447	2,500	126,062
Total 2012 G.O. Bond	<u>\$ 7,914</u>	<u>\$ 136,447</u>	<u>\$ 2,500</u>	<u>\$ 126,062</u>
2014 G.O Bond Fund				
Street	\$ 701,779	\$ 374,904	\$ 284,000	\$ 326,207
Parks	150,097	-	-	-
Total 2014 G.O. Bond	<u>\$ 851,876</u>	<u>\$ 374,904</u>	<u>\$ 284,000</u>	<u>\$ 326,207</u>
2014B G.O Bond Fund				
Police	\$ 130,899	\$ 121,745	\$ 61,276	\$ 29,970
Park and Rec	-	40,000	19,000	11,000
Total 2014B G.O. Bond	<u>\$ 130,899</u>	<u>\$ 161,745</u>	<u>\$ 80,276</u>	<u>\$ 40,970</u>
2015 G.O Bond Fund				
Street	\$ 54,095	\$ 1,875,164	\$ 1,790,450	\$ 82,575
Adams Municipal Golf Course	-	-	-	-
Unallocated	-	-	-	-
Total 2015 G.O. Bond	<u>\$ 54,095</u>	<u>\$ 1,875,164</u>	<u>\$ 1,790,450</u>	<u>\$ 82,575</u>

CITY OF BARTLESVILLE

2019-20 Operating Budget

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

<i>FUND & DEPARTMENT</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 APPROVED</i>
2017 G.O Bond Fund				
Street	\$ 500,000	\$ 2,012,253	\$ 1,519,264	\$ 598,363
Park and Recreation	20,609	362,500	30,775	332,500
Unallocated	-	82,148	-	-
Total 2005 G.O. Bond	<u>\$ 520,609</u>	<u>\$ 2,456,901</u>	<u>\$ 1,550,039</u>	<u>\$ 930,863</u>
2018A G.O Bond Fund				
Accounting and Finance	\$ 134,047	\$ 182,932	\$ -	\$ -
Fire	-	610,000	590,000	-
Tech Services	-	300,000	295,980	-
Library	-	180,000	-	180,000
General Services	-	20,000	19,185	-
Park and Recreation	-	6,340,000	690,400	5,557,600
Adams Municipal Golf Course	-	100,000	100,000	-
Street	-	2,000,000	-	2,000,000
Unallocated	-	-	-	161,153
Total 2014B G.O. Bond	<u>\$ 134,047</u>	<u>\$ 9,732,932</u>	<u>\$ 1,695,565</u>	<u>\$ 7,898,753</u>
2018B G.O Bond Fund				
Accounting and Finance	\$ 46,080	\$ 49,235	\$ -	\$ -
Storm Swere	-	478,921	7,650	471,439
Unallocated	-	-	-	-
Total 2014B G.O. Bond	<u>\$ 46,080</u>	<u>\$ 528,156</u>	<u>\$ 7,650</u>	<u>\$ 471,439</u>
2018C G.O Bond Fund				
Accounting and finance	\$ -	\$ 66,500	\$ 65,610	\$ -
Police	-	475,000	475,000	-
Library	-	30,500	-	30,500
Street	-	1,848,000	-	1,848,000
Park and Recreation	-	80,000	-	80,000
Unallocated	-	-	-	890
Total 2005 G.O. Bond	<u>\$ -</u>	<u>\$ 2,500,000</u>	<u>\$ 540,610</u>	<u>\$ 1,959,390</u>
Total Capital Projects Funds	<u>\$ 6,314,803</u>	<u>\$ 24,639,822</u>	<u>\$ 9,317,636</u>	<u>\$ 19,471,152</u>

CITY OF BARTLESVILLE
2019-20 Operating Budget
Current and Prior Years' Expenditure Summary by Fund Type
(continued)

FUND & DEPARTMENT	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 APPROVED
ENTERPRISE FUNDS				
Wastewater Operating Fund:				
Wastewater Treatment Plant	\$ 2,145,987	\$ 2,601,325	\$ 2,600,722	\$ 2,425,664
Wastewater Maintenance	852,185	801,097	732,943	732,193
Transfers Out	1,156,837	1,251,444	1,251,444	1,345,686
Reserves	-	84,135	-	74,079
Total Wastewater Operating	<u>\$ 4,155,009</u>	<u>\$ 4,738,001</u>	<u>\$ 4,585,109</u>	<u>\$ 4,577,622</u>
Water Operating Fund:				
Water Plant	\$ 2,507,219	\$ 2,889,535	\$ 2,752,450	\$ 2,913,754
Water Administration	310,718	323,472	328,546	330,537
Water Distribution	1,408,382	1,491,208	1,413,163	1,491,330
Transfers Out	1,953,427	1,945,577	1,945,577	2,095,829
Reserves	-	173,377	-	152,928
Total Water Operating	<u>\$ 6,179,746</u>	<u>\$ 6,823,169</u>	<u>\$ 6,439,736</u>	<u>\$ 6,984,378</u>
Sanitation Operating Fund:				
Sanitation	\$ 2,784,873	\$ 2,970,254	\$ 2,905,249	\$ 2,998,045
Transfers Out	1,885,847	2,150,145	2,150,145	2,210,489
Reserves	-	128,611	-	109,686
Total Sanitation Operating	<u>\$ 4,670,720</u>	<u>\$ 5,249,010</u>	<u>\$ 5,055,394</u>	<u>\$ 5,318,220</u>
Municipal Golf Course Fund:				
Golf Course	\$ 457,107	\$ 470,763	\$ 470,000	\$ 490,229
Reserves	-	13,653	-	15,808
Total Municipal Golf Course	<u>\$ 457,107</u>	<u>\$ 484,416</u>	<u>\$ 470,000</u>	<u>\$ 506,037</u>
Sooner Pool Fund:				
Sooner Pool	\$ 44,675	\$ 62,540	\$ 62,540	\$ 47,590
Reserves	-	921	-	952
Total Sooner Pool	<u>\$ 44,675</u>	<u>\$ 63,461</u>	<u>\$ 62,540</u>	<u>\$ 48,542</u>
Frontier Pool Fund:				
Frontier Pool	\$ 54,115	\$ 78,515	\$ 78,353	\$ 60,620
Reserves	-	1,175	-	1,212
Total Frontier Pool	<u>\$ 54,115</u>	<u>\$ 79,690</u>	<u>\$ 78,353</u>	<u>\$ 61,832</u>
Total Enterprise Funds	<u>\$ 15,561,372</u>	<u>\$ 17,437,747</u>	<u>\$ 16,691,132</u>	<u>\$ 17,496,631</u>

CITY OF BARTLESVILLE

2019-20 Operating Budget

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

FUND & DEPARTMENT	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 APPROVED
INTERNAL SERVICE FUNDS				
Workers' Compensation Fund:				
Work Comp Claims	\$ 239,218	\$ 400,000	\$ 211,303	\$ 400,000
Administration	-	25,000	22,200	25,000
Total Workers' Compensation	\$ 239,218	\$ 425,000	\$ 233,503	\$ 425,000
Health Insurance Fund:				
Medical Claims	\$ 2,487,851	\$ 3,331,518	\$ 2,357,254	\$ 3,493,695
Administration Fees	583,968	755,445	592,686	733,760
Total Health Insurance	\$ 3,071,819	\$ 4,086,963	\$ 2,949,940	\$ 4,227,455
Auto Collision Fund:				
Auto Collision Claims	\$ 43,179	\$ 305,053	\$ 25,000	\$ 337,407
Stabilization Reserve Fund:				
General Fund Reserve	\$ -	\$ 3,957,269	\$ -	\$ 4,429,115
Wastewater Fund Reserve	-	710,086	-	797,901
Water Fund Reserve	-	1,248,188	-	1,381,648
Sanitation Fund Reserve	-	825,885	-	913,503
Total Stabilization Reserve	\$ -	\$ 6,741,428	\$ -	\$ 7,522,167
Capital Reserve Fund:				
General	\$ 329,282	\$ 530,466	\$ 428,769	\$ 424,300
Wastewater	305,062	1,478,162	734,031	3,342,500
Water	554,021	9,435,662	225,752	12,610,000
Sanitation	103,128	773,162	72,535	2,025,000
Total Capital Reserve	\$ 1,291,493	\$ 12,217,452	\$ 1,461,087	\$ 18,401,800
Total Internal Service Funds	\$ 4,645,709	\$ 23,775,896	\$ 4,669,530	\$ 30,913,829
FIDUCIARY FUNDS				
Mausoleum Trust Fund:				
Mausoleum	\$ -	\$ 6,016	\$ -	\$ 8,104
BARTLESVILLE MUNICIPAL AUTHORITY				
BMA - Wastewater Fund:				
BMA Wastewater Operating	\$ 29,658	\$ 29,500	\$ 30,000	\$ 29,500
Transfers Out	4,097,567	4,520,780	4,638,654	4,577,622
Total BMA - Wastewater	\$ 4,127,225	\$ 4,550,280	\$ 4,668,654	\$ 4,607,122
BMA - Water Fund:				
BMA - Water Operating	\$ 3,002,741	\$ 3,026,000	\$ 3,026,000	\$ 3,006,000
Transfers Out	6,137,691	6,789,324	6,438,207	6,737,055
Total BMA - Water	\$ 9,140,432	\$ 9,815,324	\$ 9,464,207	\$ 9,743,055
Total BMA Funds	\$ 13,267,657	\$ 14,365,604	\$ 14,132,861	\$ 14,350,177
TOTAL EXPENSES ALL FUNDS	\$ 68,104,103	\$ 113,302,401	\$ 74,891,998	\$ 116,368,118

CITY OF BARTLESVILLE
2019-20 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, 2019 is provided below.

General Fund
Budgetary Fund Balance Calculation
As of July 1, 2019

<u>Account Title</u>	<u>Balance</u>
Cash and Investments	1,438,865
Petty Cash	3,250
Inventory	52,718
Accounts Receivable (net of allowance)	11,156
Total Assets	<u>1,505,989</u>
Cleet Payable	(5,927)
Other Payables	(3,321)
Deferred Revenue	<u>(24,682)</u>
Total Liabilities	<u>(33,930)</u>
Total Budgetary Fund Balance	<u>1,472,059</u>

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 2019-20 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
2019-20 Operating Budget
Estimated Change in Fund Equity – All Funds
(continued)

FUND	FUND BALANCE JULY 1, 2019	ADDITIONS	REDUCTIONS	FUND BALANCE JUNE 30, 2020
GENERAL FUND				
General	\$ 2,091,769	\$ 23,100,245	\$ 24,439,165	\$ 752,849
SPECIAL REVENUE FUNDS				
Economic Development	\$ 937,171	\$ 1,580,386	\$ 2,517,557	\$ -
E-911	6,914	1,051,314	1,037,323	20,905
Special Library	291,770	97,100	178,000	210,870
Special Museum	94,127	5,000	42,500	56,627
Municipal Airport	276,827	-	276,827	-
Harshfield Library Donation	728,708	-	728,708	-
Restricted Revenue	205,035	-	205,035	-
Golf Course Memorial	37,433	-	16,800	20,633
JAG	-	6,000	6,000	-
Neighborhood Park	8,353	-	8,353	-
Cemetery Perpetual Care	6,195	2,700	8,895	-
Stadium Operating	-	-	-	-
Special Revenue Funds	\$ 2,592,533	\$ 2,742,500	\$ 5,025,998	\$ 309,035
DEBT SERVICE FUND				
Debt Service	\$ -	\$ 3,889,308	\$ 3,889,308	\$ -
CAPITAL PROJECTS FUNDS				
CIP - Sales Tax	\$ 3,866,698	\$ 2,743,573	\$ 6,610,271	\$ -
CIP - Wastewater	107,661	-	107,661	-
CIP - Wastewater Reg	471,908	-	471,908	-
CIP - City Hall	32,076	5,000	37,076	-
CIP - Storm Sewer	112,656	-	112,656	-
CDBG	144,060	147,000	291,060	-
2008B GO Bond	89	-	89	-
2009 GO Bond	4,172	-	4,172	-
2010 GO Bond	-	-	-	-
2012 GO Bond	126,062	-	126,062	-
2014 GO Bond	326,207	-	326,207	-
2014B GO Bond	40,970	-	40,970	-
2015 GO Bond	82,575	-	82,575	-
2017 GO Bond	930,863	-	930,863	-
2018A GO Bond	7,898,753	-	7,898,753	-
2018B GO Bond	471,439	-	471,439	-
2018C GO Bond	1,959,390	-	1,959,390	-
Capital Projects Funds	\$ 16,575,579	\$ 2,895,573	\$ 19,471,152	\$ -

CITY OF BARTLESVILLE
2019-20 Operating Budget
Estimated Change in Fund Equity – All Funds
(continued)

FUND	FUND BALANCE JULY 1, 2018	ADDITIONS	REDUCTIONS	FUND BALANCE JUNE 30, 2019
ENTERPRISE FUNDS				
Wastewater Operating	\$ -	\$ 4,577,622	\$ 4,503,543	\$ 74,079
Water Operating	247,323	6,737,055	6,831,450	152,928
Sanitation Operating	772,933	4,549,333	5,208,534	113,732
Municipal Golf Course	33,155	472,882	490,229	15,808
Sooner Pool	3,792	44,750	47,590	952
Frontier Pool	12,151	49,681	60,620	1,212
Enterprise Funds	<u>\$ 1,069,354</u>	<u>\$ 16,431,323</u>	<u>\$ 17,141,966</u>	<u>\$ 358,711</u>
INTERNAL SERVICE FUNDS				
Workers' Compensation	\$ 165,009	\$ 259,991	\$ 425,000	\$ -
Health Insurance	503,943	3,723,512	4,227,455	-
Auto Collision Insurance	262,407	75,000	337,407	-
Stabilization Reserve	6,741,428	780,739	-	7,522,167
Capital Reserve	9,640,934	12,636,706	18,401,800	3,875,840
Internal Service Funds	<u>\$ 17,313,721</u>	<u>\$ 17,475,948</u>	<u>\$ 23,391,662</u>	<u>\$ 11,398,007</u>
FIDUCIARY FUNDS				
Mausoleum Trust	<u>\$ 8,104</u>	<u>\$ -</u>	<u>\$ 8,104</u>	<u>\$ -</u>
BARTLESVILLE MUNICIPAL AUTHORITY FUNDS				
BMA - Wastewater	\$ 237,595	\$ 4,573,598	\$ 4,607,122	\$ 204,071
BMA - Water	1,255,997	9,860,482	9,743,055	1,373,424
BMA Funds	<u>\$ 1,493,592</u>	<u>\$ 14,434,080</u>	<u>\$ 14,350,177</u>	<u>\$ 1,577,495</u>
All Funds Total	<u>\$ 41,144,652</u>	<u>\$ 80,968,977</u>	<u>\$ 107,717,532</u>	<u>\$ 14,396,097</u>

Significant Increases or Decreases

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

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

CITY OF BARTLESVILLE
2019-20 Operating Budget
Estimated Change in Fund Equity – All Funds
(continued)

In addition to the above-described uses of fund balance, the City has also implemented a new reserve policy in accordance with an 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

2019-20 Operating Budget

Percentage Change from Prior Budget – General and Enterprise Funds

FUND & DEPARTMENT	2018-19 BUDGET	2019-20 BUDGET	% INCREASE (DECREASE)
GENERAL FUND			
General Fund:			
City Council			
Contractual Services	\$ 27,660	\$ 19,760	-28.6%
Materials and Supplies	2,900	2,900	0.0%
City Council Total	<u>\$ 30,560</u>	<u>\$ 22,660</u>	<u>-25.9%</u>
Administration			
Personnel Services	\$ 648,708	\$ 577,895	-10.9%
Contractual Services	97,472	126,341	29.6%
Materials and Supplies	28,250	6,750	-76.1%
Administration Total	<u>\$ 774,430</u>	<u>\$ 710,986</u>	<u>-8.2%</u>
Accounting and Finance			
Personnel Services	\$ 1,037,336	\$ 1,051,426	1.4%
Contractual Services	500,450	390,380	-22.0%
Materials and Supplies	26,000	30,600	17.7%
Accounting and Finance Total	<u>\$ 1,563,786</u>	<u>\$ 1,472,406</u>	<u>-5.8%</u>
Legal			
Personnel Services	\$ 150,417	\$ 155,358	3.3%
Contractual Services	29,000	39,000	34.5%
Materials and Supplies	-	-	N/A
Legal Total	<u>\$ 179,417</u>	<u>\$ 194,358</u>	<u>8.3%</u>
Building & Neighbor Service			
Personnel Services	\$ 446,888	\$ 460,822	3.1%
Contractual Services	141,400	213,165	50.8%
Materials and Supplies	15,550	23,920	53.8%
Building & Neighbor Service Total	<u>\$ 603,838</u>	<u>\$ 697,907</u>	<u>15.6%</u>
Building Maintenance			
Personnel Services	\$ 378,431	\$ 393,370	3.9%
Contractual Services	72,480	76,580	5.7%
Materials and Supplies	17,500	17,500	0.0%
Building Maintenance Total	<u>\$ 468,411</u>	<u>\$ 487,450</u>	<u>4.1%</u>

CITY OF BARTLESVILLE

2019-20 Operating Budget

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

<i>FUND & DEPARTMENT</i>	<i>2018-19 BUDGET</i>	<i>2019-20 BUDGET</i>	<i>% INCREASE (DECREASE)</i>
General Services			
Contractual Services	\$ 661,321	\$ 671,486	1.5%
Materials and Supplies	34,000	34,000	0.0%
General Services Total	<u>\$ 695,321</u>	<u>\$ 705,486</u>	<u>1.5%</u>
Cemetery			
Contractual Services	\$ 9,610	\$ 10,260	6.8%
Materials and Supplies	16,250	6,450	-60.3%
Cemetery Total	<u>\$ 25,860</u>	<u>\$ 16,710</u>	<u>-35.4%</u>
Community Development			
Personnel Services	\$ 301,459	\$ 421,895	40.0%
Contractual Services	66,870	82,210	22.9%
Materials and Supplies	1,700	4,600	170.6%
Community Development Total	<u>\$ 370,029</u>	<u>\$ 508,705</u>	<u>37.5%</u>
Technical Services			
Personnel Services	\$ 378,944	\$ 398,432	5.1%
Contractual Services	94,500	363,964	285.1%
Materials and Supplies	45,100	56,400	25.1%
Technical Services Total	<u>\$ 518,544</u>	<u>\$ 818,796</u>	<u>57.9%</u>
Engineering			
Personnel Services	\$ 306,027	\$ 351,377	14.8%
Contractual Services	23,370	25,870	10.7%
Materials and Supplies	17,541	11,900	-32.2%
Engineering Total	<u>\$ 346,938</u>	<u>\$ 389,147</u>	<u>12.2%</u>
Fleet Maintenance			
Personnel Services	\$ 303,944	\$ 373,296	22.8%
Contractual Services	19,305	20,040	3.8%
Materials and Supplies	34,599	34,599	0.0%
Fleet Maintenance Total	<u>\$ 357,848</u>	<u>\$ 427,935</u>	<u>19.6%</u>
Fire			
Personnel Services	\$ 5,498,339	\$ 5,591,983	1.7%
Contractual Services	180,216	195,592	8.5%
Materials and Supplies	181,550	183,565	1.1%
Fire Total	<u>\$ 5,860,105</u>	<u>\$ 5,971,140</u>	<u>1.9%</u>

CITY OF BARTLESVILLE

2019-20 Operating Budget

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

FUND & DEPARTMENT	2018-19 BUDGET	2019-20 BUDGET	% INCREASE (DECREASE)
Police			
Personnel Services	\$ 4,865,053	\$ 5,254,585	8.0%
Contractual Services	360,150	378,134	5.0%
Materials and Supplies	276,300	319,500	15.6%
Police Total	<u>\$ 5,501,503</u>	<u>\$ 5,952,219</u>	<u>8.2%</u>
Street			
Personnel Services	\$ 918,263	\$ 923,109	0.5%
Contractual Services	255,339	258,500	1.2%
Materials and Supplies	333,900	333,900	0.0%
Street Total	<u>\$ 1,507,502</u>	<u>\$ 1,515,509</u>	<u>0.5%</u>
Library			
Personnel Services	\$ 1,048,319	\$ 1,095,327	4.5%
Contractual Services	164,310	167,400	1.9%
Materials and Supplies	132,450	120,650	-8.9%
Library Total	<u>\$ 1,345,079</u>	<u>\$ 1,383,377</u>	<u>2.8%</u>
History Museum			
Personnel Services	\$ 159,459	\$ 162,537	1.9%
Contractual Services	9,450	11,225	18.8%
Materials and Supplies	9,700	9,775	0.8%
History Museum Total	<u>\$ 178,609</u>	<u>\$ 183,537</u>	<u>2.8%</u>
Park and Recreation			
Personnel Services	\$ 911,749	\$ 1,011,614	11.0%
Contractual Services	123,650	138,650	12.1%
Materials and Supplies	164,500	164,500	0.0%
Park and Recreation Total	<u>\$ 1,199,899</u>	<u>\$ 1,314,764</u>	<u>9.6%</u>
Transfers Out			
To E-911 Fund	\$ 434,488	\$ 551,414	26.9%
To Adams Golf Course	135,549	173,382	27.9%
To Sooner Pool	29,902	44,750	49.7%
To Frontier Pool	40,820	49,681	21.7%
To Auto Collision Insurance	25,000	25,000	0.0%
To Stabilization Reserve	441,899	471,846	6.8%
To Capital Reserve	280,000	350,000	25.0%
Total Transfers Out	<u>\$ 1,387,658</u>	<u>\$ 1,666,073</u>	<u>20.1%</u>

CITY OF BARTLESVILLE

2019-20 Operating Budget

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

<i>FUND & DEPARTMENT</i>	<i>2018-19 BUDGET</i>	<i>2019-20 BUDGET</i>	<i>% INCREASE (DECREASE)</i>
Reserves			
Compensated Absences Reserve	684,994	610,000	-10.9%
Severance Reserve	175,000	110,700	-36.7%
Contingency	-	32,149	N/A
Total Reserves	<u>\$ 859,994</u>	<u>\$ 752,849</u>	<u>-12.5%</u>
Total General Fund	<u>\$ 23,775,331</u>	<u>\$ 25,192,014</u>	<u>6.0%</u>
ENTERPRISE FUNDS			
Wastewater Operating Fund:			
Wastewater Treatment Plant			
Contractual Services	<u>\$ 2,601,325</u>	<u>\$ 2,425,664</u>	<u>-6.8%</u>
Wastewater Maintenance			
Personnel Services	\$ 623,347	\$ 553,918	-11.1%
Contractual Services	47,850	50,875	6.3%
Materials and Supplies	129,900	127,400	-1.9%
Wastewater Maintenance Total	<u>\$ 801,097</u>	<u>\$ 732,193</u>	<u>-8.6%</u>
Transfers Out			
To General Fund	\$ 1,139,941	\$ 1,232,871	8.2%
To Auto Collision Reserve Fund	25,000	25,000	0.0%
To Stabilization Reserve Fund	86,503	87,815	1.5%
Total Transfers Out	<u>\$ 1,251,444</u>	<u>\$ 1,345,686</u>	<u>7.5%</u>
Reserves			
Contingency	\$ 63,704	\$ 63,157	-0.9%
Compensated Absences Reserve	20,431	10,922	-46.5%
Total Reserves	<u>\$ 84,135</u>	<u>\$ 74,079</u>	<u>-12.0%</u>
Total Wastewater Operating	<u>\$ 4,738,001</u>	<u>\$ 4,577,622</u>	<u>-3.4%</u>

CITY OF BARTLESVILLE

2019-20 Operating Budget

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

FUND & DEPARTMENT	2018-19 BUDGET	2019-20 BUDGET	% INCREASE (DECREASE)
Water Operating Fund:			
Water Plant			
Personnel Services	\$ 906,291	\$ 941,054	3.8%
Contractual Services	1,120,244	1,123,700	0.3%
Materials and Supplies	863,000	849,000	-1.6%
Water Plant Total	<u>\$ 2,889,535</u>	<u>\$ 2,913,754</u>	<u>0.8%</u>
Water Administration			
Personnel Services	\$ 249,972	\$ 254,537	1.8%
Contractual Services	65,550	66,700	1.8%
Materials and Supplies	7,950	9,300	17.0%
Water Administration Total	<u>\$ 323,472</u>	<u>\$ 330,537</u>	<u>2.2%</u>
Water Distribution			
Personnel Services	\$ 1,140,208	\$ 1,144,330	0.4%
Contractual Services	82,500	83,250	0.9%
Materials and Supplies	268,500	263,750	-1.8%
Water Distribution Total	<u>\$ 1,491,208</u>	<u>\$ 1,491,330</u>	<u>0.0%</u>
Transfers Out			
To General	\$ 1,791,335	\$ 1,937,369	8.2%
To Auto Collision Insurance	25,000	25,000	0.0%
To Stabilization Reserve	129,242	133,460	3.3%
Total Transfers Out	<u>\$ 1,945,577</u>	<u>\$ 2,095,829</u>	<u>7.7%</u>
Reserves			
Contingency	\$ 93,415	\$ 94,712	1.4%
Compensated Absences Reserve	79,962	58,216	-27.2%
Total Reserves	<u>\$ 173,377</u>	<u>\$ 152,928</u>	<u>-11.8%</u>
Total Water Operating	<u>\$ 6,823,169</u>	<u>\$ 6,984,378</u>	<u>2.4%</u>
Sanitation Operating Fund:			
Sanitation			
Personnel Services	\$ 1,710,068	\$ 1,777,859	4.0%
Contractual Services	893,500	853,500	-4.5%
Materials and Supplies	366,686	366,686	0.0%
Sanitation Total	<u>\$ 2,970,254</u>	<u>\$ 2,998,045</u>	<u>0.9%</u>

CITY OF BARTLESVILLE

2019-20 Operating Budget

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

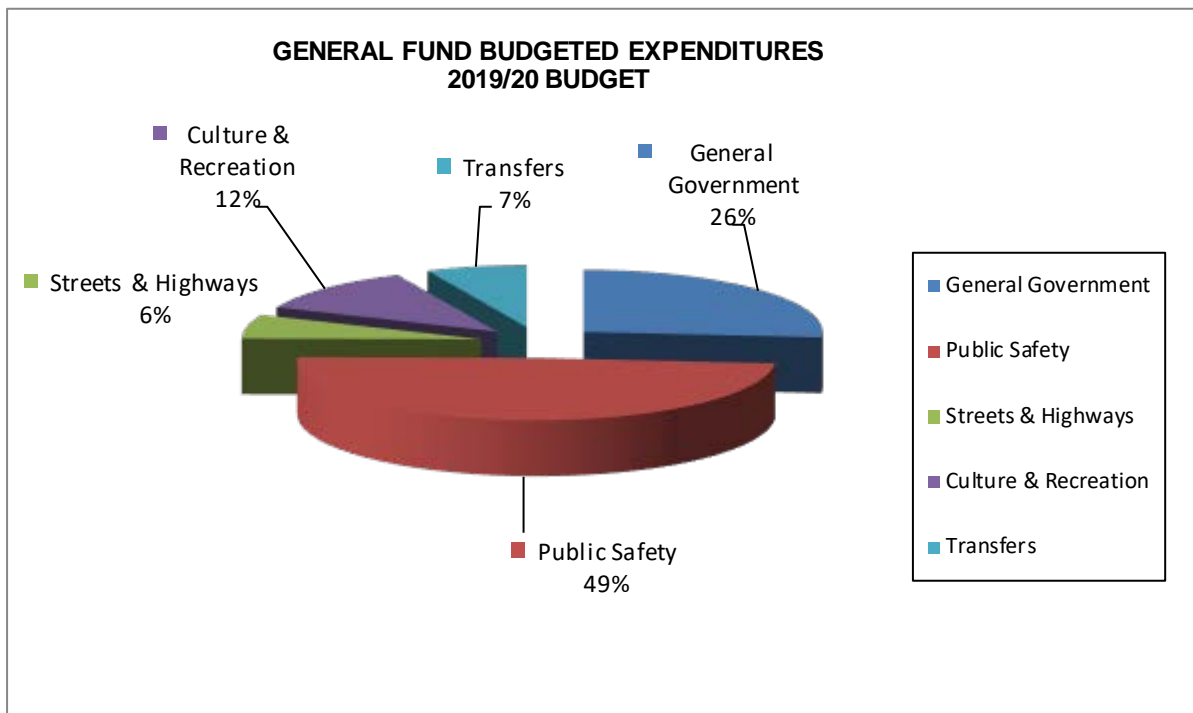
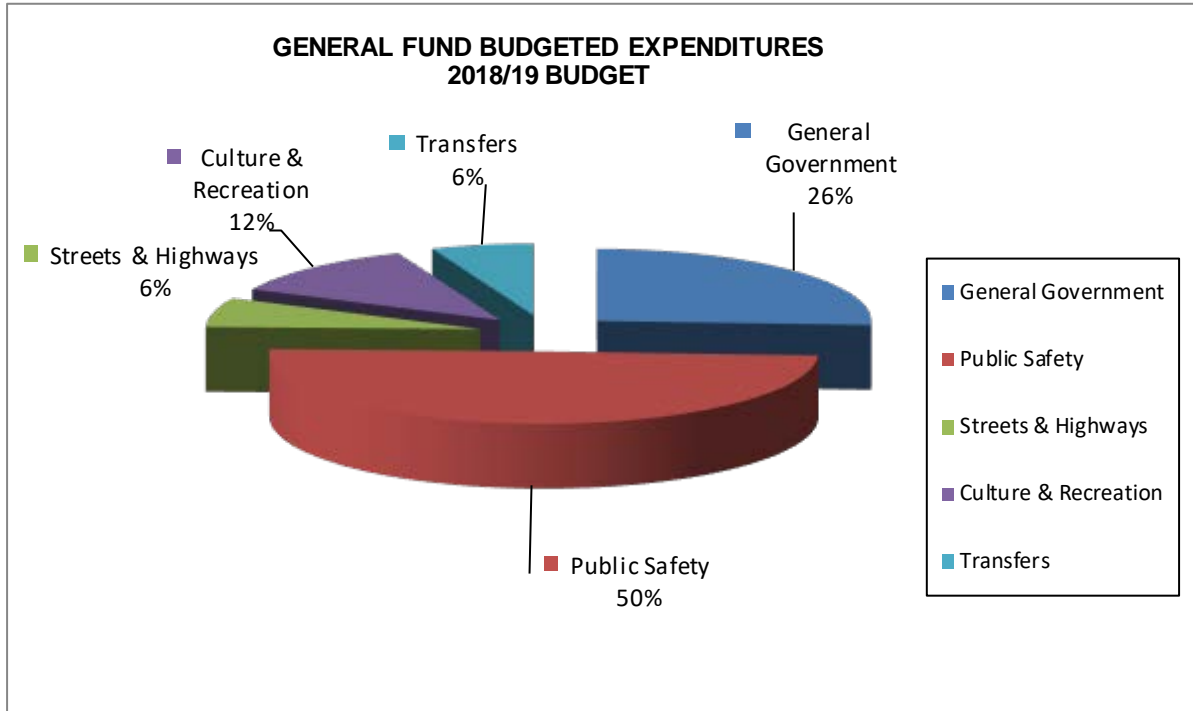
FUND & DEPARTMENT	2018-19 BUDGET	2019-20 BUDGET	% INCREASE (DECREASE)
Transfers Out			
To General	\$ 1,289,941	\$ 1,382,871	7.2%
To Auto Collision Insurance	25,000	-	-100.0%
To Stabilization Reserve	85,204	87,618	2.8%
To Capitalization Reserve	750,000	740,000	-1.3%
Total Transfers Out	<u>\$ 2,150,145</u>	<u>\$ 2,210,489</u>	<u>2.8%</u>
Reserves			
Contingency	\$ 59,405	\$ 59,961	0.9%
Compensated Absences Reserve	69,206	49,725	-28.1%
Total Reserves	<u>\$ 128,611</u>	<u>\$ 109,686</u>	<u>-14.7%</u>
Total Sanitation Operating	<u>\$ 5,249,010</u>	<u>\$ 5,318,220</u>	<u>1.3%</u>
Municipal Golf Course Fund:			
Golf Course			
Personnel Services	\$ 227,459	\$ 237,222	4.3%
Contractual Services	147,904	157,607	6.6%
Materials and Supplies	95,400	95,400	0.0%
Golf Course Total	<u>\$ 470,763</u>	<u>\$ 490,229</u>	<u>4.1%</u>
Reserves			
Contingency	\$ 9,415	\$ 9,805	4.1%
Compensated Absences Reserve	4,238	6,003	41.6%
Total Reserves	<u>\$ 13,653</u>	<u>\$ 15,808</u>	<u>15.8%</u>
Total Municipal Golf Course	<u>\$ 484,416</u>	<u>\$ 506,037</u>	<u>4.5%</u>
Sooner Pool Fund:			
Swimming pool			
Contractual Services	\$ 52,340	\$ 37,340	-28.7%
Materials and Supplies	10,200	10,250	0.5%
Contingency	921	952	3.4%
Swimming pool Total	<u>\$ 63,461</u>	<u>\$ 48,542</u>	<u>-23.5%</u>
Frontier Pool Fund:			
Swimming pool			
Contractual Services	\$ 67,815	\$ 50,065	-26.2%
Materials and Supplies	10,700	10,555	-1.4%
Contingency	1,175	1,212	3.1%
Swimming pool Total	<u>\$ 79,690</u>	<u>\$ 61,832</u>	<u>-22.4%</u>
Total Enterprise Funds	<u>\$ 17,437,747</u>	<u>\$ 17,496,631</u>	<u>0.3%</u>

GENERAL FUND



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CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Expenditure Graphs



CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Expenditure Summary by Function

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>		<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 REQUEST</i>
City Council		\$ 18,448	\$ 30,560	\$ 17,004	\$ 22,660
Administration		676,165	774,430	777,317	710,986
Accounting and Finance		1,558,904	1,563,786	1,543,673	1,472,406
Legal		180,346	179,417	179,253	194,358
Building and Neighborhood Services		632,912	603,838	609,929	697,907
Building Maintenance		447,919	468,411	462,710	487,450
General Services		696,736	695,321	662,078	705,486
Cemetery		7,478	25,860	20,801	16,710
Community Development		395,828	370,029	374,545	508,705
Technical Services		416,268	518,544	517,524	818,796
Engineering		315,910	346,938	342,356	389,147
Fleet Maintenance		340,193	357,848	343,473	427,935
Fire		5,580,935	5,860,105	5,762,604	5,971,140
Police		5,375,508	5,501,503	5,447,070	5,952,219
Street		1,438,047	1,507,502	1,341,211	1,515,509
Library		1,281,775	1,345,079	1,336,254	1,383,377
History Museum		164,014	178,609	165,279	183,537
Park and Recreation		1,184,650	1,199,899	1,095,855	1,314,764
Transfer Out:	To E-911 Fund	473,187	434,488	434,488	551,414
	To Adams Golf Course	147,484	135,549	135,549	173,382
	To Sooner Pool	44,393	29,902	29,902	44,750
	To Frontier Pool	58,446	40,820	40,820	49,681
	To Auto Collision Insurance	38,982	25,000	25,000	25,000
	To Stabilization Reserve	436,308	441,899	441,899	471,846
	To Capital Reserve	446,500	280,000	280,000	350,000
Reserves:	Compensated Absences Reserve	-	684,994	-	610,000
	Severance Reserve	-	175,000	-	110,700
	Contingency	-	-	-	32,149
Total Expenditures and Reserves		\$ 22,357,336	\$ 23,775,331	\$ 22,386,594	\$ 25,192,014

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Expenditure Summary by Line Item

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$11,857,819	\$11,982,760	\$11,775,186	\$12,589,073	\$12,450,193	\$12,450,193
51120 OVERTIME	494,752	503,000	502,569	530,000	530,000	530,000
51130 FICA	667,630	722,335	658,448	745,930	748,172	748,172
51140 GROUP INSURANCE	2,034,828	2,300,553	2,300,553	2,596,718	2,596,718	2,596,718
51150 DB RETIREMENT	682,249	612,953	572,294	565,167	565,167	565,167
51155 DC RETIREMENT	85,758	103,429	94,181	116,952	118,700	118,700
51160 PENSION	906,385	973,000	946,491	1,091,200	1,033,000	1,033,000
51170 WORKER'S COMPENSATION	72,731	155,306	155,306	181,076	181,076	181,076
TOTAL PERSONNEL SERVICES	\$16,802,152	\$17,353,336	\$17,005,028	\$18,416,116	\$18,223,026	\$18,223,026
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 357,729	\$ 435,519	\$ 398,209	\$ 540,694	\$ 500,694	\$ 500,694
52210 FINANCIAL SERVICES	194,638	189,180	205,689	192,416	192,416	192,416
52310 UTILITIES & COMMUNICATIONS	588,475	584,807	589,407	604,243	591,243	591,243
52410 PROFESSIONAL SERVICES	148,852	171,050	190,303	417,745	417,745	417,745
52510 OTHER SERVICES	825,054	820,449	862,648	856,027	893,627	893,627
52610 MAINT. & REPAIR SERVICE	262,037	316,548	323,420	263,407	254,351	254,351
52710 OPERATIONAL SERVICES	749	2,000	-	4,500	1,000	1,000
52810 INSURANCE & BONDS	362,111	317,000	308,700	337,481	337,481	337,481
TOTAL CONTRACTUAL SERVICES	\$ 2,739,645	\$ 2,836,553	\$ 2,878,376	\$ 3,216,513	\$ 3,188,557	\$ 3,188,557
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 58,282	\$ 107,350	\$ 103,719	\$ 128,350	\$ 128,350	\$ 128,350
53210 JANITORIAL SUPPLIES	33,476	36,300	33,560	39,800	39,800	39,800
53310 GENERAL SUPPLIES	315,894	382,550	348,806	413,190	374,190	374,190
53410 TOOLS & EQUIPMENT	19,263	41,340	28,180	29,369	29,369	29,369
53510 FUEL	249,676	245,000	236,498	251,250	251,250	251,250
53610 MAINT. & REPAIR MATERIALS	487,823	525,250	364,769	538,550	538,550	538,550
TOTAL MATERIALS & SUPPLIES	\$ 1,164,414	\$ 1,337,790	\$ 1,115,532	\$ 1,400,509	\$ 1,361,509	\$ 1,361,509

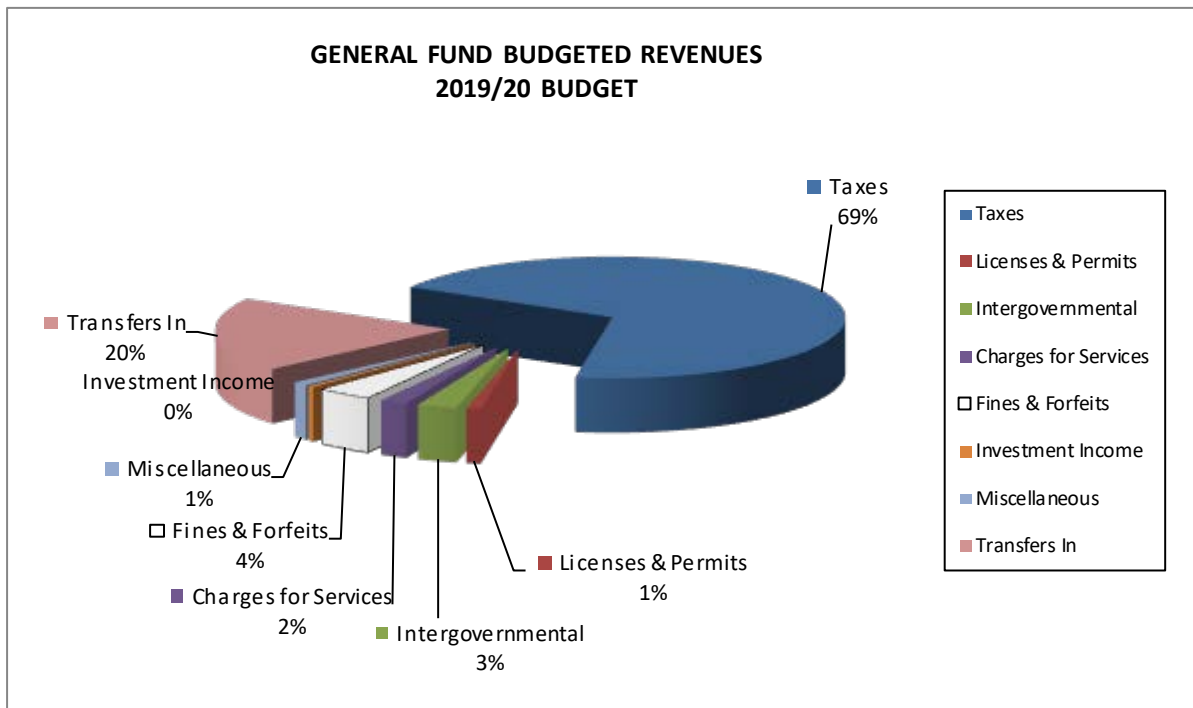
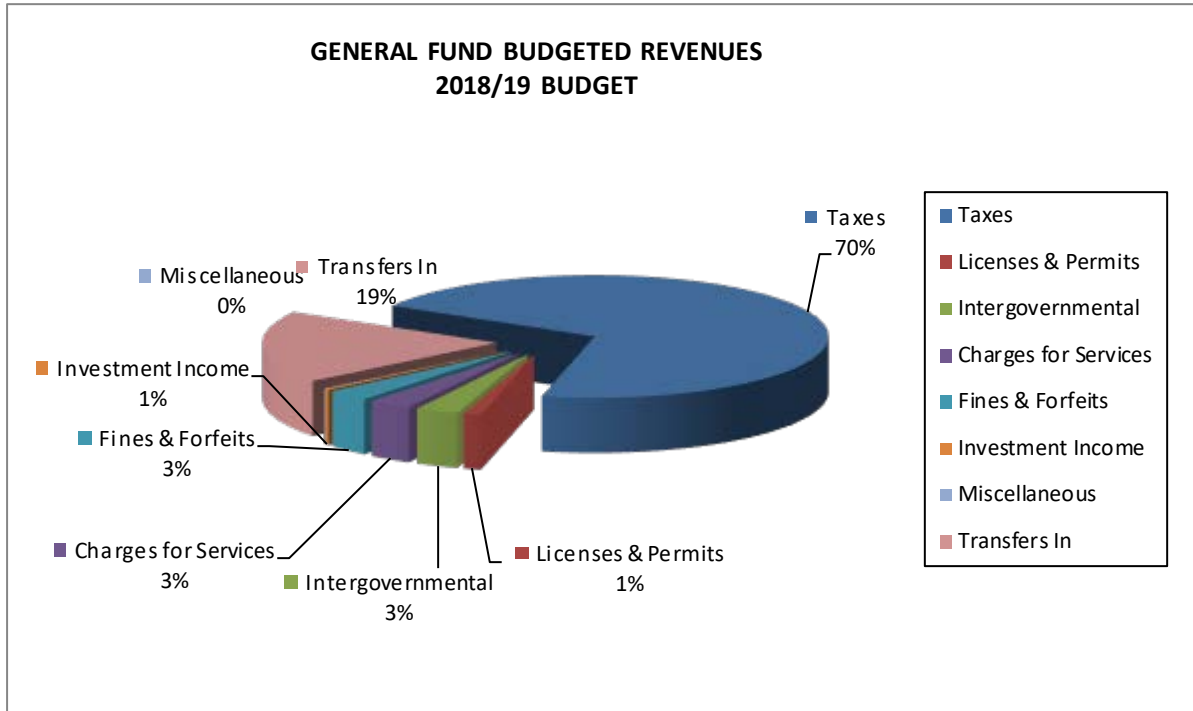
CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Expenditure Summary by Line Item
(continued)

CAPITAL OUTLAY	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATE	2018-19 REQUEST	CITY MGR REC	2018-19 APPROVED
55930 OTHER IMPROVEMENTS	\$ 5,825	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY	\$ 5,825	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFERS OUT	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
59207 E 9-1-1 FUND	\$ 473,187	\$ 434,488	\$ 434,488	\$ 551,414	\$ 551,414	\$ 551,414
59276 DOENGES MEMORIAL STADIUM	-	-	-	-	-	-
59513 ADAMS GOLF COURSE	147,484	135,549	135,549	180,382	173,382	173,382
59515 FRONTIER POOL	44,393	29,902	29,902	44,750	44,750	44,750
59516 SOONER POOL	58,446	40,820	40,820	49,681	49,681	49,681
59663 AUTO COLLISION INSURANCE	38,982	25,000	25,000	25,000	25,000	25,000
59670 STABILIZATION RESERVE	436,308	441,899	441,899	477,187	471,846	471,846
59675 CAPITAL RESERVE	446,500	280,000	280,000	350,000	350,000	350,000
TOTAL TRANSFERS	\$ 1,645,300	\$ 1,387,658	\$ 1,387,658	\$ 1,678,414	\$ 1,666,073	\$ 1,666,073
TOTAL BUDGET	\$22,357,336	\$22,915,337	\$22,386,594	\$24,711,552	\$24,439,165	\$24,439,165

CITY OF BARTLESVILLE

2019-20 Operating Budget

General Fund – Revenue Graphs



CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Revenue Summary by Source

REVENUE BY SOURCE		2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST
Sales Tax		\$ 14,199,695	\$ 14,342,014	\$ 14,540,934	\$ 14,540,934
Franchise Tax		1,391,616	1,412,900	1,449,343	1,449,600
Licenses & Permits		257,513	271,300	225,207	229,000
Intergovernmental		661,374	664,500	634,859	637,800
Charges for Services		379,744	672,200	460,311	439,800
Fines and Forfeits		658,989	680,000	737,299	898,300
Interest and Investment Income		121,567	85,000	308,372	100,000
Donations and Miscellaneous		439,598	20,800	386,385	251,700
Transfer In:					
	Wastewater	1,072,034	1,139,941	1,139,941	1,232,871
	Water	1,809,027	1,791,335	1,791,335	1,937,369
	Sanitation	1,055,339	1,289,941	1,289,941	1,382,871
	JAG Grant	-	40,243	40,243	-
	BHMTA	5,500	-	-	-
	Stadium	14,171	2,134	2,134	-
Fund Balance		<u>1,436,720</u>	<u>1,195,986</u>	<u>1,472,059</u>	<u>2,091,769</u>
Total Available for Appropriation		<u>\$ 23,502,887</u>	<u>\$ 23,608,294</u>	<u>\$ 24,478,363</u>	<u>\$ 25,192,014</u>

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Personnel Summary

PERSONNEL COUNTS BY DEPARTMENT	2017-18 ACTUAL FTEs	2018-19 BUDGETED FTEs	2018-19 ACTUAL FTEs	2019-20 BUDGETED FTEs
Administration	7	7	7	6
Accounting and Finance	16	16	16	16.5
Legal	2.23	2.23	2.23	2.23
Building and Neighbor Services	8	7	7	7.5
Building Maintenance	5	5	5	5
Community Development	3	3	3	4
Technical Services	0	4	4	4
Engineering	6	7	7	7
Fleet Maintenance	4	4	4	5
Fire	70	70	70	70
Police	68	68	68	70
Street	17	17	17	16
Library	19.14	18.7	18.7	18.7
History Museum	3.63	3.63	3.63	3.63
Park and Recreation	18	18	18	18
Total Personnel	247	250.56	250.56	253.56

CITY OF BARTLESVILLE
 2019-20 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.

2019 Accomplishments:

- Hired a new City Manager
- Hired a new City Attorney
- Adopted a budget in accordance with State law
- Worked with Federal and State elected officials to obtain reasonable pricing for water storage at Copan Lake

2020 Objectives:

- Adopt a budget in accordance with State law that best meets the needs of our citizens using existing resources
- Finalize a contract with the Corp of Engineers for water storage at Copan Lake

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				
2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$18,448	\$30,560	\$17,004	\$22,660	\$22,660

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – City Council – Line Item Detail

CONTRACTUAL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
52110 EMPLOYMENT SERVICES	\$ 138	\$ 4,000	\$ 4,058	\$ 6,100	\$ 6,100	\$ 6,100
52310 UTILITIES & COMMUNICATIONS	1,630	160	89	160	160	160
52410 PROFESSIONAL SERVICES	2,498	2,300	525	2,300	2,300	2,300
52510 OTHER SERVICES	11,800	21,200	9,509	11,200	11,200	11,200
TOTAL CONTRACTUAL SERVICES	\$ 16,066	\$ 27,660	\$ 14,181	\$ 19,760	\$ 19,760	\$ 19,760
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ 400	\$ 427	\$ 400	\$ 400	\$ 400
53310 GENERAL SUPPLIES	2,382	2,500	2,396	2,500	2,500	2,500
TOTAL MATERIALS & SUPPLIES	\$ 2,382	\$ 2,900	\$ 2,823	\$ 2,900	\$ 2,900	\$ 2,900
TOTAL BUDGET	\$ 18,448	\$ 30,560	\$ 17,004	\$ 22,660	\$ 22,660	\$ 22,660

CITY OF BARTLESVILLE
2019-20 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.

Department Description: This department includes the activities of the City Manager, Human Resources Director, and Chief Communications Officer. 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 benefit plans of the City. The Chief Communications Officer is responsible for the coordination, development and dissemination of clear, accurate and comprehensive information about City programs, services, policies, and other issues.

2019 Accomplishments:

- Conducted staff appreciation events and programs
- Implemented new self-service software for employees to enroll in their benefits and complete time entry
- Worked with local media to help further City interests and maintain good working relationships with local journalists

2020 Objectives:

- Update and revise the City of Bartlesville employee Rules and Regulations
- Increase the City's presence on social media

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

FUND 101 GENERAL DEPT 120 ADMINISTRATION				
2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$676,165	\$774,430	\$777,317	\$710,986	\$710,986

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Administration – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 422,996	\$ 480,000	\$ 476,023	\$ 436,000	\$ 436,000	\$ 436,000
51120 OVERTIME	-	1,000	-	2,000	2,000	2,000
51130 FICA	30,911	37,000	35,377	34,000	34,000	34,000
51140 GROUP INSURANCE	53,560	61,567	61,567	52,000	52,000	52,000
51150 DB RETIREMENT	59,931	57,000	57,177	40,000	40,000	40,000
51155 DC RETIREMENT	6,635	11,000	7,942	13,000	13,000	13,000
51170 WORKER'S COMPENSATION	-	1,141	1,141	895	895	895
TOTAL PERSONAL SERVICES	\$ 574,033	\$ 648,708	\$ 639,227	\$ 577,895	\$ 577,895	\$ 577,895
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 75,853	\$ 72,469	\$ 72,571	\$ 88,089	\$ 88,089	\$ 88,089
52310 UTILITIES & COMMUNICATIONS	3,431	3,215	5,349	3,215	3,215	3,215
52410 PROFESSIONAL SERVICES	1,604	3,000	22,580	8,925	8,925	8,925
52510 OTHER SERVICES	16,373	18,288	16,625	25,612	25,612	25,612
52610 MAINT. & REPAIR SERVICE	-	500	-	500	500	500
TOTAL CONTRACTUAL SERVICES	\$ 97,261	\$ 97,472	\$ 117,125	\$ 126,341	\$ 126,341	\$ 126,341
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 4,230	\$ 3,750	\$ 7,644	\$ 3,750	\$ 3,750	\$ 3,750
53210 JANITORIAL SUPPLIES	5	-	-	-	-	-
53310 GENERAL SUPPLIES	636	24,500	12,706	3,000	3,000	3,000
53610 MAINT. & REPAIR MATERIALS	-	-	615	-	-	-
TOTAL MATERIALS & SUPPLIES	\$ 4,871	\$ 28,250	\$ 20,965	\$ 6,750	\$ 6,750	\$ 6,750
TOTAL BUDGET	\$ 676,165	\$ 774,430	\$ 777,317	\$ 710,986	\$ 710,986	\$ 710,986

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 General Fund – Administration – Personnel and Capital Detail

FUND 101 GENERAL
 DEPT 120 ADMINISTRATION

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
City Manager	1	1	1	1
Human Resources Director	1	1	1	1
Chief Communications Officer	1	1	1	1
Executive Assistant	1	1	1	1
Human Resources Manager	1	1	1	1
Administrative Assistant	1	1	1	1
Grants Administrator	1	1	1	0
TOTAL	7	7	7	6

CITY OF BARTLESVILLE
2019-20 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 AP, payroll, accounting, City Clerk, and Treasury services.

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

2019 Accomplishments:

- Continued use of sound financial practices and maintained the City's AA- bond rating
- Continued the implementation of the HRIS Payroll and Financials modules of the City wide ERP system
- Continue implementation of the E-GOV applications of the City wide ERP system

2020 Objectives:

- Continue use of sound financial practices aimed at maintaining the City's reserves and retaining the City's AA- bond rating
- Finalize the E-GOV applications of the City wide ERP system
- Begin implementations of Utility Billing and Court modules of the City wide ERP system

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**

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$1,558,904	\$1,563,786	\$1,543,673	\$1,472,406	\$1,472,406

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Accounting and Finance – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 743,879	\$ 734,000	\$ 639,832	\$ 724,000	\$ 738,560	\$ 738,560
51120 OVERTIME	2,396	1,000	10,337	2,000	2,000	2,000
51130 FICA	54,192	57,000	47,331	56,000	57,128	57,128
51140 GROUP INSURANCE	122,504	140,728	140,728	166,000	166,000	166,000
51150 DB RETIREMENT	96,725	89,000	70,177	67,000	67,000	67,000
51155 DC RETIREMENT	12,919	13,000	13,101	17,000	17,874	17,874
51170 WORKER'S COMPENSATION	-	2,608	2,608	2,864	2,864	2,864
TOTAL PERSONAL SERVICES	\$ 1,032,615	\$ 1,037,336	\$ 924,114	\$ 1,034,864	\$ 1,051,426	\$ 1,051,426
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 8,323	\$ 12,650	\$ 6,669	\$ 12,900	\$ 12,900	\$ 12,900
52210 FINANCIAL SERVICES	190,299	185,400	201,758	187,800	187,800	187,800
52310 UTILITIES & COMMUNICATIONS	2,069	2,600	1,693	1,580	1,580	1,580
52410 PROFESSIONAL SERVICES	64,245	58,000	59,789	58,500	58,500	58,500
52510 OTHER SERVICES	122,630	129,700	179,072	127,300	127,300	127,300
52610 MAINT. & REPAIR SERVICE	117,570	111,800	145,987	2,000	2,000	2,000
52810 INSURANCE & BONDS	122	300	-	300	300	300
TOTAL CONTRACTUAL SERVICES	\$ 505,258	\$ 500,450	\$ 594,968	\$ 390,380	\$ 390,380	\$ 390,380
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 20,015	\$ 23,000	\$ 23,101	\$ 27,600	\$ 27,600	\$ 27,600
53210 JANITORIAL SUPPLIES	8	-	-	-	-	-
53310 GENERAL SUPPLIES	1,008	3,000	1,490	3,000	3,000	3,000
53610 MAINT. & REPAIR MATERIALS	-	-	-	-	-	-
TOTAL MATERIALS & SUPPLIES	\$ 21,031	\$ 26,000	\$ 24,591	\$ 30,600	\$ 30,600	\$ 30,600
TOTAL BUDGET	\$ 1,558,904	\$ 1,563,786	\$ 1,543,673	\$ 1,455,844	\$ 1,472,406	\$ 1,472,406

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Accounting and Finance – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 130 ACCOUNTING & FINANCE

PERSONNEL SCHEDULE

CLASSIFICATION	2017-18 ACTUAL NUMBER OF EMPLOYEES	2018-19 BUDGETED NUMBER OF EMPLOYEES	2018-19 ACTUAL NUMBER OF EMPLOYEES	2019-20 BUDGETED NUMBER OF EMPLOYEES
AD/CFO	1	1	1	1
Internal Services Supervisor	1	1	1	0
Customer Service Supervisor	1	1	1	1
Accountant	1	1	1	2
Purchasing Tech	2	2	2	2
Senior Administrative Assistant	1	1	1	1
Court Clerk	2	2	2	2
Fiscal Tech	7	7	7	7
Collections Agent	0	0	0	0.5
TOTAL	16	16	16	16.5

CITY OF BARTLESVILLE

2019-20 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.

2019 Accomplishments:

- Successfully negotiated the 2019-20 labor agreements with the City's two unions

2020 Objectives:

- Successfully negotiate the 2020-21 labor agreements with the City's two unions

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

FUND 101 GENERAL DEPT 150 LEGAL

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$180,346	\$179,417	\$179,253	\$194,358	\$194,358

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Legal – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 124,190	122,500	\$ 122,397	124,000	\$ 124,000	\$ 124,000
51130 FICA	8,861	10,000	8,789	10,000	10,000	10,000
51140 GROUP INSURANCE	15,312	17,591	17,591	21,000	21,000	21,000
51170 WORKER'S COMPENSATION	-	326	326	358	358	358
TOTAL PERSONAL SERVICES	\$ 148,363	\$ 150,417	\$ 149,103	\$ 155,358	\$ 155,358	\$ 155,358
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 95	\$ 1,600	\$ 1,200	\$ 1,600	\$ 1,600	\$ 1,600
52410 PROFESSIONAL SERVICES	24,466	20,000	21,000	30,000	30,000	30,000
52510 OTHER SERVICES	7,314	7,200	7,800	7,200	7,200	7,200
52810 INSURANCE & BONDS	100	200	150	200	200	200
52950 MISCELLANEOUS	-	-	-	-	-	-
TOTAL CONTRACTUAL SERVICES	\$ 31,975	\$ 29,000	\$ 30,150	\$ 39,000	\$ 39,000	\$ 39,000
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 8	\$ -	\$ -	\$ -	\$ -	\$ -
53310 GENERAL SUPPLIES	-	-	-	-	-	-
TOTAL BUDGET	\$ 180,346	\$ 179,417	\$ 179,253	\$ 194,358	\$ 194,358	\$ 194,358

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Legal – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 150 LEGAL

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
City Attorney	1	1	1	1
City Judge	1	1	1	1
Bailiff	0.23	0.23	0.23	0.23
TOTAL	2.23	2.23	2.23	2.23

CITY OF BARTLESVILLE

2019-20 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.

2019 Accomplishments:

- Processed 3,349 code complaints, averaging approximately 13 complaints per workday. This is an increase of 8% over last year
- Ordered the removal of 42 dilapidated structures
- Issued 1,461 building related permits

CITY OF BARTLESVILLE

2019-20 Operating Budget

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

-
- 2020 Objectives:
- Transition building and neighborhood services processes to Tyler EnerGov
 - Provide a timely, well-understood, streamlined and consistent development review process that seamlessly integrates all required steps and approval processes
 - Respond to nuisance complaints and resolving violations as quickly as possible with special concern for reducing the impact of vacant, abandoned and foreclosed properties on the community
 - Continue to promote and educate the construction community on energy and green building construction techniques
-

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

FUND 101 GENERAL DEPT 155 BUILDING & NEIGHBORHOOD SERVICES				
2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$632,912	\$603,838	\$609,929	\$697,907	\$697,907

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Building and Neighborhood Services – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 334,087	\$ 305,000	\$ 310,969	\$ 297,000	\$ 311,560	\$ 311,560
51130 FICA	24,640	24,000	22,952	23,000	24,114	24,114
51140 GROUP INSURANCE	61,227	70,364	70,364	82,873	82,873	82,873
51150 DB RETIREMENT	47,054	36,000	28,689	32,000	32,000	32,000
51155 DC RETIREMENT	5,116	6,000	6,421	6,000	6,874	6,874
51170 WORKER'S COMPENSATION	404	5,524	5,524	3,401	3,401	3,401
TOTAL PERSONAL SERVICES	\$ 472,528	\$ 446,888	\$ 444,919	\$ 444,274	\$ 460,822	\$ 460,822
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 4,870	\$ 7,000	\$ 3,418	\$ 16,300	\$ 16,300	\$ 16,300
52310 UTILITIES & COMMUNICATIONS	2,630	3,900	2,415	3,665	3,665	3,665
52410 PROFESSIONAL SERVICES	-	-	581	-	-	-
52510 OTHER SERVICES	140,373	130,000	144,147	173,200	193,200	193,200
52610 MAINT. & REPAIR SERVICE	227	500	-	-	-	-
TOTAL CONTRACTUAL SERVICES	\$ 148,100	\$ 141,400	\$ 150,561	\$ 193,165	\$ 213,165	\$ 213,165
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 499	\$ 900	\$ 963	\$ 2,300	\$ 2,300	\$ 2,300
53210 JANITORIAL SUPPLIES	95	-	-	-	-	-
53310 GENERAL SUPPLIES	1,993	2,250	2,742	-	-	-
53410 TOOLS & EQUIPMENT	-	1,900	1,591	6,370	6,370	6,370
53510 FUEL	6,709	7,500	6,088	8,750	8,750	8,750
53610 MAINT. & REPAIR MATERIALS	2,988	3,000	3,065	6,500	6,500	6,500
TOTAL MATERIALS & SUPPLIES	\$ 12,284	\$ 15,550	\$ 14,449	\$ 23,920	\$ 23,920	\$ 23,920
TOTAL BUDGET	\$ 632,912	\$ 603,838	\$ 609,929	\$ 661,359	\$ 697,907	\$ 697,907

CITY OF BARTLESVILLE

2019-20 Operating Budget

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

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

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
Chief Building Official	1	1	1	1
Building Inspector	2	1	1	1
Neighborhood Service Supervisor	1	1	1	1
Neighborhood Svc Officer	2	2	2	2.5
Zoning Technician	1	1	1	1
Abatement-Compliance Officer	1	1	1	1
TOTAL	8	7	7	7.5

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments:

- Painted and renovated various offices at City Hall
- Constructed new offices in Code Enforcement
- Prepared pools and splash pad for 2018 season
- Continued routine storm siren maintenance
- Provided maintenance service to all City facilities
- Renovated Robinwood Park bathrooms
- Installed new scoreboards at Price Fields

2020 Objectives:

- Prepare pools and splash pad for 2019 season
- Continue routine storm siren maintenance
- Provide maintenance service to all City facilities
- Upgrade HVAC at City Hall
- Renovate and maintain Artunoff concession stand

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				
2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$447,919	\$468,411	\$462,710	\$487,450	\$487,450

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Building Maintenance – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 256,276	\$ 266,000	\$ 265,380	\$ 272,000	\$ 272,000	\$ 272,000
51120 OVERTIME	-	-	282	-	-	-
51130 FICA	18,998	21,000	19,419	21,000	21,000	21,000
51140 GROUP INSURANCE	38,276	43,978	43,978	52,000	52,000	52,000
51150 DB RETIREMENT	48,537	41,000	40,906	40,000	40,000	40,000
51155 DC RETIREMENT	1,416	3,000	2,584	3,000	3,000	3,000
51170 WORKER'S COMPENSATION	741	3,453	3,453	5,370	5,370	5,370
TOTAL PERSONAL SERVICES	\$ 364,244	\$ 378,431	\$ 376,002	\$ 393,370	\$ 393,370	\$ 393,370
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 1,216	\$ 880	\$ 550	\$ 880	\$ 880	\$ 880
52310 UTILITIES & COMMUNICATIONS	8,077	9,000	7,790	9,000	9,000	9,000
52410 PROFESSIONAL SERVICES	-	100	-	100	100	100
52510 OTHER SERVICES	58,591	61,500	69,073	61,500	65,600	65,600
52610 MAINT. & REPAIR SERVICE	-	1,000	-	1,000	1,000	1,000
TOTAL CONTRACTUAL SERVICES	\$ 67,884	\$ 72,480	\$ 77,413	\$ 72,480	\$ 76,580	\$ 76,580
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 227	\$ 300	\$ 166	\$ 300	\$ 300	\$ 300
53210 JANITORIAL SUPPLIES	300	200	-	200	200	200
53310 GENERAL SUPPLIES	2,165	3,000	3,004	3,000	3,000	3,000
53410 TOOLS & EQUIPMENT	798	2,000	91	2,000	2,000	2,000
53510 FUEL	4,949	4,500	4,754	4,500	4,500	4,500
53610 MAINT. & REPAIR MATERIALS	7,352	7,500	1,280	7,500	7,500	7,500
TOTAL MATERIALS & SUPPLIES	\$ 15,791	\$ 17,500	\$ 9,295	\$ 17,500	\$ 17,500	\$ 17,500
TOTAL BUDGET	\$ 447,919	\$ 468,411	\$ 462,710	\$ 483,350	\$ 487,450	\$ 487,450

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 General Fund – Building Maintenance – Personnel and Capital Detail

FUND 101 GENERAL
 DEPT 160 BUILDING MAINTENANCE

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
Bldg Maintenance Supervisor	1	1	1	1
Senior Maint-Repair Tech	2	2	2	2
Maint-Repair Tech	2	2	2	2
TOTAL	5	5	5	5

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments: N/A

2020 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**

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$ 696,736	\$695,321	\$662,078	\$705,486	\$705,486

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – General Services – Line Item Detail

CONTRACTUAL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
52110 EMPLOYMENT SERVICES	\$ 2,935	\$ -	\$ 4,512	\$ -	\$ -	\$ -
52310 UTILITIES & COMMUNICATIONS	94,212	95,400	100,222	93,000	93,000	93,000
52410 PROFESSIONAL SERVICES	2,025	-	8,946	-	-	-
52510 OTHER SERVICES	196,204	230,671	208,860	215,605	215,605	215,605
52610 MAINT. & REPAIR SERVICE	9,625	20,250	5,336	28,400	28,400	28,400
52810 INSURANCE & BONDS	361,829	315,000	306,550	334,481	334,481	334,481
TOTAL CONTRACTUAL SERVICES	\$ 666,830	\$ 661,321	\$ 634,426	\$ 671,486	\$ 671,486	\$ 671,486
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 3,331	\$ 7,000	\$ 3,910	\$ 7,000	\$ 7,000	\$ 7,000
53210 JANITORIAL SUPPLIES	3,674	4,000	4,340	4,000	4,000	4,000
53310 GENERAL SUPPLIES	2,036	4,000	4,008	4,000	4,000	4,000
53510 FUEL	707	1,000	462	1,000	1,000	1,000
53610 MAINT. & REPAIR MATERIALS	14,333	18,000	14,932	18,000	18,000	18,000
TOTAL MATERIALS & SUPPLIES	\$ 24,081	\$ 34,000	\$ 27,652	\$ 34,000	\$ 34,000	\$ 34,000
CAPITAL OUTLAY						
55930 OTHER IMPROVEMENTS	\$ 5,825	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY	\$ 5,825	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET	\$ 696,736	\$ 695,321	\$ 662,078	\$ 705,486	\$ 705,486	\$ 705,486

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments:

- Provided for multiple interments
- Provided maintenance of the grounds and facilities

2020 Objectives:

- Continue routine maintenance and repairs

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

FUND 101 GENERAL DEPT 174 CEMETERY				
2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$7,478	\$25,860	\$20,801	\$16,710	\$16,710

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Cemetery – Line Item Detail

CONTRACTUAL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
52110 EMPLOYMENT SERVICES	\$ -	\$ 100	\$ -	\$ 100	\$ 100	\$ 100
52310 UTILITIES & COMMUNICATIONS	2,694	3,750	4,410	4,400	4,400	4,400
52510 OTHER SERVICES	214	2,900	597	2,900	2,900	2,900
52610 MAINT. & REPAIR SERVICE	2,857	2,860	4,119	2,860	2,860	2,860
TOTAL CONTRACTUAL SERVICES	\$ 5,765	\$ 9,610	\$ 9,126	\$ 10,260	\$ 10,260	\$ 10,260
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ 300	\$ -	\$ 300	\$ 300	\$ 300
53210 JANITORIAL SUPPLIES	-	300	-	300	300	300
53310 GENERAL SUPPLIES	1,600	3,750	1,761	3,750	3,750	3,750
53410 TOOLS & EQUIPMENT	-	9,900	9,800	100	100	100
53610 MAINT. & REPAIR MATERIALS	113	2,000	114	2,000	2,000	2,000
TOTAL MATERIALS & SUPPLIES	\$ 1,713	\$ 16,250	\$ 11,675	\$ 6,450	\$ 6,450	\$ 6,450
TOTAL BUDGET	\$ 7,478	\$ 25,860	\$ 20,801	\$ 16,710	\$ 16,710	\$ 16,710

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Cemetery – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 174 CEMETERY

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
Cemetery Relations	0	0	0	0
TOTAL	0	0	0	0

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments:

- Reviewed and issued 168 zoning permit or special event permit applications
- Administered annual CDBG funding by closing the 2016 CDBG project, contracting for construction of the 2017 CDBG project, and applying for 2018 CDBG grant funding
- Assisted the Engineering Department with project design of the park projects approved in the 2018 GO Bond election

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 General Fund – Community Development – Summary
 (continued)

- 2020 Objectives:
- Transition planning and land use development processes to Tyler EnerGov
 - Continue to seek and develop partnerships with the private sector to meet community demands, improve the quality of life, create jobs, build wealth, and strengthen the urban environment
 - Evaluate opportunities to promote environmental responsibility and community sustainability through land use policies and regulations
 - Provide resources and information to citizens and organizations concerning development activities within the City

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				
2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$395,828	\$370,029	\$374,545	\$508,705	\$508,705

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Community Development – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 218,167	\$ 217,000	\$ 212,340	\$ 294,000	\$ 294,000	\$ 294,000
51130 FICA	16,356	17,000	15,948	23,000	23,000	23,000
51140 GROUP INSURANCE	22,966	26,387	26,387	52,000	52,000	52,000
51150 DB RETIREMENT	47,564	36,000	35,416	48,000	48,000	48,000
51155 DC RETIREMENT	-	3,000	2,428	4,000	4,000	4,000
51170 WORKER'S COMPENSATION	-	2,072	2,072	895	895	895
TOTAL PERSONAL SERVICES	\$ 305,053	\$ 301,459	\$ 294,591	\$ 421,895	\$ 421,895	\$ 421,895
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 2,881	\$ 3,050	\$ 5,301	\$ 6,410	\$ 6,410	\$ 6,410
52310 UTILITIES & COMMUNICATIONS	1,328	1,420	2,659	1,600	1,600	1,600
52510 OTHER SERVICES	79,905	62,200	63,058	64,000	74,000	74,000
52610 MAINT. & REPAIR SERVICE	-	200	-	200	200	200
TOTAL CONTRACTUAL SERVICES	\$ 84,114	\$ 66,870	\$ 71,018	\$ 72,210	\$ 82,210	\$ 82,210
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,521	\$ 1,000	\$ 1,411	\$ 2,700	\$ 2,700	\$ 2,700
53310 GENERAL SUPPLIES	4,849	200	7,067	1,000	1,000	1,000
53410 TOOLS & EQUIPMENT	280	400	-	400	400	400
53610 MAINT. & REPAIR MATERIALS	11	100	458	500	500	500
TOTAL MATERIALS & SUPPLIES	\$ 6,661	\$ 1,700	\$ 8,936	\$ 4,600	\$ 4,600	\$ 4,600
TOTAL BUDGET	\$ 395,828	\$ 370,029	\$ 374,545	\$ 498,705	\$ 508,705	\$ 508,705

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 General Fund – Community Development – Personnel and Capital Detail

FUND 101 GENERAL
 DEPT 180 COMMUNITY DEVELOPMENT

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
Community Dev Director	1	1	1	1
Assistant Dev Director	0	0	0	0.5
Senior Administrative Assistant	1	1	1	1
Assistant City Planner	1	1	1	1.5
TOTAL	3	3	3	4

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments:

- Upgraded Core Server
- Implemented 911 Call Works
- Implemented City wide Tyler AP
- Implemented internal phishing testing
- Replaced tablets in all patrol cars
- Implemented Tyler HR/Payroll/ESS

2020 Objectives:

- Continue to assist in the ERP installation
- City wide computer upgrade
- Install a secondary wireless connection to Operations and WTP
- Install Body Cams and software

Budget Highlights: The major budgeted expenditures for the Tech Services department are maintenance contracts for software systems (email, anti-virus, firewall, etc.), and web site hosting/licensing.

**FUND 101 GENERAL
DEPT 185 TECH SERVICES**

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$416,268	\$518,544	\$517,524	\$818,796	\$818,796

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Tech Services – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 253,173	\$ 272,000	\$ 273,345	\$ 285,000	\$ 285,000	\$ 285,000
51130 FICA	18,698	21,000	20,250	22,000	22,000	22,000
51140 GROUP INSURANCE	30,617	35,182	35,182	42,000	42,000	42,000
51150 DB RETIREMENT	45,046	46,000	46,161	46,000	46,000	46,000
51155 DC RETIREMENT	1,392	2,000	1,405	2,000	2,000	2,000
51170 WORKER'S COMPENSATION	-	2,762	2,762	1,432	1,432	1,432
TOTAL PERSONAL SERVICES	\$ 348,926	\$ 378,944	\$ 379,105	\$ 398,432	\$ 398,432	\$ 398,432
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 308	\$ 5,000	\$ 4,943	\$ 7,000	\$ 7,000	\$ 7,000
52310 UTILITIES & COMMUNICATIONS	6,767	9,000	8,959	10,100	10,100	10,100
52410 PROFESSIONAL SERVICES	15,520	67,900	67,690	289,670	289,670	289,670
52510 OTHER SERVICES	9,426	10,600	10,801	14,694	14,694	14,694
52610 MAINT. & REPAIR SERVICE	22,739	2,000	1,768	42,500	42,500	42,500
TOTAL CONTRACTUAL SERVICES	\$ 54,760	\$ 94,500	\$ 94,161	\$ 363,964	\$ 363,964	\$ 363,964
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 5,157	\$ 38,700	\$ 38,620	\$ 49,700	\$ 49,700	\$ 49,700
53210 JANITORIAL SUPPLIES	-	100	73	200	200	200
53310 GENERAL SUPPLIES	146	800	1,000	1,000	1,000	1,000
53410 TOOLS & EQUIPMENT	4,668	2,500	2,498	2,500	2,500	2,500
53510 FUEL	259	1,000	131	1,000	1,000	1,000
53610 MAINT. & REPAIR MATERIALS	2,352	2,000	1,936	2,000	2,000	2,000
TOTAL MATERIALS & SUPPLIES	\$ 12,582	\$ 45,100	\$ 44,258	\$ 56,400	\$ 56,400	\$ 56,400
TOTAL BUDGET	\$ 416,268	\$ 518,544	\$ 517,524	\$ 818,796	\$ 818,796	\$ 818,796

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 General Fund – Tech Services – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 185 TECH SERVICES

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
Tech Services Director	0	1	1	1
Network Administrator	0	3	3	3
TOTAL	0	4	4	4

CITY OF BARTLESVILLE
2019-20 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, 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.

2019 Accomplishments:

- Maintained GIS website information, which averages 14,000 hits per month
- Managed floodplain development and drainage complaints. Received 5 permit requests for development and investigated 23 drainage complaints
- Managed the right of way and easement-closing program. Currently two (2) requests have been received, one (1) was brought before City Council.
- Had 65% of the Capital projects planned for FY 18-19 designed, out for bids, under construction, or completed.

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Engineering – Summary
(continued)

- 2020 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				
2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$315,910	\$346,938	\$342,356	\$389,147	\$389,147

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Engineering – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 215,285	\$ 236,260	\$ 236,260	\$ 268,073	\$ 268,073	\$ 268,073
51130 FICA	15,097	18,335	18,335	20,930	20,930	20,930
51140 GROUP INSURANCE	24,266	27,907	27,907	36,845	36,845	36,845
51150 DB RETIREMENT	12,792	9,953	9,953	11,667	11,667	11,667
51155 DC RETIREMENT	8,286	9,429	9,429	11,952	11,952	11,952
51170 WORKER'S COMPENSATION	-	4,143	4,143	1,910	1,910	1,910
TOTAL PERSONAL SERVICES	\$ 275,726	\$ 306,027	\$ 306,027	\$ 351,377	\$ 351,377	\$ 351,377
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 5,300	\$ 2,120	\$ 565	\$ 2,120	\$ 2,120	\$ 2,120
52310 UTILITIES & COMMUNICATIONS	1,695	2,000	1,487	2,000	2,000	2,000
52410 PROFESSIONAL SERVICES	14,919	12,250	5,172	12,250	12,250	12,250
52510 OTHER SERVICES	7,185	4,000	6,980	4,000	7,500	7,500
52610 MAINT. & REPAIR SERVICE	370	1,000	3,752	1,000	1,000	1,000
52710 OPERATIONAL SERVICES	749	2,000	-	4,500	1,000	1,000
TOTAL CONTRACTUAL SERVICES	\$ 30,218	\$ 23,370	\$ 17,956	\$ 25,870	\$ 25,870	\$ 25,870
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 610	\$ 3,400	\$ 2,984	\$ 3,400	\$ 3,400	\$ 3,400
53310 GENERAL SUPPLIES	1,039	1,500	10,932	1,500	1,500	1,500
53410 TOOLS & EQUIPMENT	227	6,641	1,000	-	-	-
53510 FUEL	3,210	4,000	2,875	4,000	4,000	4,000
53610 MAINT. & REPAIR MATERIALS	4,880	2,000	582	3,000	3,000	3,000
TOTAL MATERIALS & SUPPLIES	\$ 9,966	\$ 17,541	\$ 18,373	\$ 11,900	\$ 11,900	\$ 11,900
TOTAL BUDGET	\$ 315,910	\$ 346,938	\$ 342,356	\$ 389,147	\$ 389,147	\$ 389,147

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 General Fund – Engineering – Personnel and Capital Detail

**FUND 101 GENERAL
DEPT 190 ENGINEERING**

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
Engineering Director	1	1	1	1
Civil Engineer	1	2	2	2
Construction Inspector	2	2	2	2
GIS Technician	1	1	1	1
Administrative Assistant	1	1	1	1
TOTAL	6	7	7	7

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments:

- Provided maintenance and support of all City owned vehicles and equipment
- Provided supply, distribution, usage reports, and billing of all fuel for City and City Ride
- Managed and accounted for inventory control of parts department
- Equipped new Police vehicles
- Reduced number of offsite repairs

2020 Objectives:

- Continue providing maintenance and support of City equipment
- Monitor trial external fleet fueling
- Plan and execute purchase and rigging of new assets
- Continue efforts to increase efficiency

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

**FUND 101 GENERAL
DEPT 195 FLEET MAINTENANCE**

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$340,193	\$357,848	\$343,473	\$427,935	\$427,935

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Fleet Maintenance – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 226,398	\$ 225,000	\$ 224,492	\$ 286,000	\$ 286,000	\$ 286,000
51130 FICA	16,375	18,000	16,312	18,000	18,000	18,000
51140 GROUP INSURANCE	30,626	35,182	35,182	42,000	42,000	42,000
51150 DB RETIREMENT	15,201	15,000	14,124	15,000	15,000	15,000
51155 DC RETIREMENT	8,626	8,000	9,026	8,000	8,000	8,000
51170 WORKER'S COMPENSATION	2,422	2,762	2,762	4,296	4,296	4,296
TOTAL PERSONAL SERVICES	\$ 299,648	\$ 303,944	\$ 301,898	\$ 373,296	\$ 373,296	\$ 373,296
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 2,489	\$ 2,000	\$ 2,703	\$ 2,735	\$ 2,735	\$ 2,735
52310 UTILITIES & COMMUNICATIONS	8,394	9,400	8,411	9,400	9,400	9,400
52510 OTHER SERVICES	2,206	2,872	3,232	2,872	2,872	2,872
52610 MAINT. & REPAIR SERVICE	4,027	5,033	3,666	5,033	5,033	5,033
52950 MISCELLANEOUS	-	-	-	-	-	-
TOTAL CONTRACTUAL SERVICES	\$ 17,116	\$ 19,305	\$ 18,012	\$ 20,040	\$ 20,040	\$ 20,040
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 34	\$ 500	\$ -	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	11	700	-	700	700	700
53310 GENERAL SUPPLIES	879	2,800	8,045	2,800	2,800	2,800
53410 TOOLS & EQUIPMENT	3,048	4,599	4,841	4,599	4,599	4,599
53510 FUEL	631	1,000	584	1,000	1,000	1,000
53610 MAINT. & REPAIR MATERIALS	18,826	25,000	10,093	25,000	25,000	25,000
TOTAL MATERIALS & SUPPLIES	\$ 23,429	\$ 34,599	\$ 23,563	\$ 34,599	\$ 34,599	\$ 34,599
TOTAL BUDGET	\$ 340,193	\$ 357,848	\$ 343,473	\$ 427,935	\$ 427,935	\$ 427,935

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 General Fund – Fleet Maintenance – Personnel and Capital Detail

FUND 101 GENERAL
 DEPT 195 FLEET MAINTENANCE

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
Municipal Garage Supervisor	1	1	1	1
Senior Vehicle Mechanic	3	3	3	4
TOTAL	4	4	4	5

CITY OF BARTLESVILLE

2019-20 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.

2019 Accomplishments:

- Prepared bid specs for a new Pumper truck to replace Pumper Trunk at Station 3
- Conducted Fire Fighter Candidate testing
- Purchased cleaning equipment for bunker gear
- Outfitted Fire Captains with Thermal Imaging Technology integrated within their SCBA Mask

2020 Objectives:

- Purchase equipment for drying bunker gear
- Purchase replacement vehicles
- Work towards hiring an Assistant to the Fire Marshall

CITY OF BARTLESVILLE

2019-20 Operating Budget General Fund – Fire – Summary

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

FUND 101 GENERAL DEPT 250 FIRE				
2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$5,580,935	\$5,860,105	\$5,762,604	\$5,971,140	\$5,971,140

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Fire – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 3,499,746	\$ 3,589,000	\$ 3,585,138	\$ 3,615,000	\$ 3,615,000	\$ 3,615,000
51120 OVERTIME	427,668	420,000	425,851	440,000	440,000	440,000
51130 FICA	53,732	66,000	55,171	68,000	68,000	68,000
51140 GROUP INSURANCE	721,995	795,000	795,000	816,000	816,000	816,000
51150 DB RETIREMENT	10,441	12,000	9,553	10,000	10,000	10,000
51160 PENSION	525,422	568,000	543,003	573,000	573,000	573,000
51170 WORKER'S COMPENSATION	24,546	48,339	48,339	69,983	69,983	69,983
TOTAL PERSONNEL SERVICES	\$ 5,263,550	\$ 5,498,339	\$ 5,462,055	\$ 5,591,983	\$ 5,591,983	\$ 5,591,983
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 70,572	\$ 82,200	\$ 75,067	\$ 87,710	\$ 87,710	\$ 87,710
52310 UTILITIES & COMMUNICATIONS	49,093	55,948	51,608	61,948	55,948	55,948
52410 PROFESSIONAL SERVICES	3,000	4,000	2,430	12,000	12,000	12,000
52510 OTHER SERVICES	8,983	8,068	9,953	9,934	9,934	9,934
52610 MAINT. & REPAIR SERVICE	24,812	30,000	19,763	39,056	30,000	30,000
TOTAL CONTRACTUAL SERVICES	\$ 156,460	\$ 180,216	\$ 158,821	\$ 210,648	\$ 195,592	\$ 195,592
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 4,156	\$ 4,850	\$ 4,090	\$ 4,850	\$ 4,850	\$ 4,850
53210 JANITORIAL SUPPLIES	13,023	15,000	13,844	15,000	15,000	15,000
53310 GENERAL SUPPLIES	73,442	77,000	51,024	83,615	79,015	79,015
53410 TOOLS & EQUIPMENT	2,176	4,700	3,741	4,700	4,700	4,700
53510 FUEL	23,584	25,000	22,658	25,000	25,000	25,000
53610 MAINT. & REPAIR MATERIALS	44,544	55,000	46,371	55,000	55,000	55,000
TOTAL MATERIALS & SUPPLIES	\$ 160,925	\$ 181,550	\$ 141,728	\$ 188,165	\$ 183,565	\$ 183,565
TOTAL BUDGET	\$ 5,580,935	\$ 5,860,105	\$ 5,762,604	\$ 5,990,796	\$ 5,971,140	\$ 5,971,140

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Fire – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 250 FIRE

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
Fire Chief	1	1	1	1
Assistant Chief	1	1	1	1
Training Officer	1	1	1	1
Shift Commander	3	3	3	3
Fire Captain	15	15	15	15
Fire Equipment Operator	15	15	15	15
Fire Fighter	33	33	33	33
Senior Administrative Assistant	1	1	1	1
TOTAL	70	70	70	70

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments:

- Hired Tracy Roles as new Chief
- Completed vendor selection and contractual processes for replacing the public safety software
- Completed and implemented new policy updates
- Purchased seven new police vehicles
- Secured funding for 3rd and 4th K-9 handlers
- Worked with the IT department to replace 50 mobile computers
- Implemented 10 Corporal positions for Patrol/Training and Criminal Investigations
- Completed promotional processes for open Sgt. and Lt. positions

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 General Fund – Police – Summary
 (continued)

- 2020 Objectives:
- Continue to recruit, hire, and train personnel to fill open positions within the department
 - Implement new Tyler Software
 - Fully implement newly acquired Watch Guard body cameras
 - Purchase seven new police vehicles
 - Replace Animal Control vehicle

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				
2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$5,375,508	\$5,501,503	\$5,447,070	\$5,952,219	\$5,952,219

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Police – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 3,458,980	\$ 3,411,000	\$ 3,391,954	\$ 3,802,000	\$ 3,634,000	\$ 3,634,000
51120 OVERTIME	63,283	78,000	63,761	83,000	83,000	83,000
51130 FICA	256,498	268,000	250,253	280,000	280,000	280,000
51140 GROUP INSURANCE	523,029	598,095	598,095	705,000	705,000	705,000
51150 DB RETIREMENT	54,473	51,000	30,021	28,500	28,500	28,500
51155 DC RETIREMENT	6,350	7,000	6,542	12,000	12,000	12,000
51160 PENSION	380,963	405,000	403,488	518,200	460,000	460,000
51170 WORKER'S COMPENSATION	19,841	46,958	46,958	52,085	52,085	52,085
TOTAL PERSONNEL SERVICES	\$ 4,763,417	\$ 4,865,053	\$ 4,791,072	\$ 5,480,785	\$ 5,254,585	\$ 5,254,585
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 122,846	\$ 142,000	\$ 130,000	\$ 206,100	\$ 166,100	\$ 166,100
52210 FINANCIAL SERVICES	942	-	916	916	916	916
52310 UTILITIES & COMMUNICATIONS	70,442	57,650	48,634	54,650	47,650	47,650
52410 PROFESSIONAL SERVICES	525	2,000	90	1,000	1,000	1,000
52510 OTHER SERVICES	89,003	91,200	92,441	93,060	93,060	93,060
52610 MAINT. & REPAIR SERVICE	44,229	65,800	66,491	66,908	66,908	66,908
52810 INSURANCE & BONDS	60	1,500	2,000	2,500	2,500	2,500
TOTAL CONTRACTUAL SERVICES	\$ 328,047	\$ 360,150	\$ 340,572	\$ 425,134	\$ 378,134	\$ 378,134
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 6,506	\$ 7,000	\$ 5,613	\$ 7,000	\$ 7,000	\$ 7,000
53210 JANITORIAL SUPPLIES	2,144	1,800	1,800	1,800	1,800	1,800
53310 GENERAL SUPPLIES	91,166	96,500	111,871	163,100	128,700	128,700
53510 FUEL	132,742	125,000	133,475	130,000	130,000	130,000
53610 MAINT. & REPAIR MATERIALS	51,486	46,000	62,667	52,000	52,000	52,000
TOTAL MATERIALS & SUPPLIES	\$ 284,044	\$ 276,300	\$ 315,426	\$ 353,900	\$ 319,500	\$ 319,500
TOTAL BUDGET	\$ 5,375,508	\$ 5,501,503	\$ 5,447,070	\$ 6,259,819	\$ 5,952,219	\$ 5,952,219

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Police – Personnel and Capital Detail

**FUND 101 GENERAL
DEPT 270 POLICE**

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
Police Chief	1	1	1	1
Special Assistant to Police Chief	0	0	1	1
Captain	2	2	3	3
Lieutenant	5	5	4	4
Sergeant	9	9	9	9
Detective	6	6	6	0
Police Corporal	0	0	0	11
Police Officer	38	38	37	34
Senior Administrative Assistant	2	2	2	2
Administrative Assistant	1	1	1	1
Animal Control Officer	2	2	2	2
Parking Enforcement Officer	1	1	1	1
Administrative Specialist	1	1	1	1
TOTAL	68	68	68	70

CITY OF BARTLESVILLE

2019-20 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.

2019 Accomplishments:

- Completed Wyandotte road extension
- Replaced storm drainage pipe on Braddock St
- Completed annual asphalt overlays
- Completed multiple concrete panel replacements
- Repaired guardrails along arterial streets
- Repaired multiple storm drain lines
- Performed striping maintenance

2020 Objectives:

- Perform annual asphalt overlays
- Provide routine maintenance for roads and storm drains
- Construct connector road for Cooper Dog park
- Upgrade signage and striping at City Hall parking lot
- Provide inclement weather services for public safety

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				
2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$1,438,047	\$1,507,502	\$1,341,211	\$1,515,509	\$1,515,509

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Street – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 618,932	\$ 629,000	\$ 599,164	\$ 609,000	\$ 609,000	\$ 609,000
51120 OVERTIME	369	2,000	566	2,000	2,000	2,000
51130 FICA	45,197	49,000	43,703	47,000	47,000	47,000
51140 GROUP INSURANCE	130,129	149,524	149,524	176,000	176,000	176,000
51150 DB RETIREMENT	68,444	63,000	62,636	60,000	60,000	60,000
51155 DC RETIREMENT	12,790	14,000	14,159	13,000	13,000	13,000
51170 WORKER'S COMPENSATION	654	11,739	11,739	16,109	16,109	16,109
TOTAL PERSONAL SERVICES	\$ 876,515	\$ 918,263	\$ 881,491	\$ 923,109	\$ 923,109	\$ 923,109
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 3,651	\$ 14,500	\$ 6,957	\$ 14,500	\$ 14,500	\$ 14,500
52310 UTILITIES & COMMUNICATIONS	232,134	227,339	230,374	230,500	230,500	230,500
52510 OTHER SERVICES	3,441	3,500	5,031	3,500	3,500	3,500
52610 MAINT. & REPAIR SERVICE	10,184	10,000	8,419	10,000	10,000	10,000
TOTAL CONTRACTUAL SERVICES	\$ 249,410	\$ 255,339	\$ 250,781	\$ 258,500	\$ 258,500	\$ 258,500
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 119	\$ 500	\$ 70	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	986	1,000	1,235	1,000	1,000	1,000
53310 GENERAL SUPPLIES	20,406	15,000	12,574	15,000	15,000	15,000
53410 TOOLS & EQUIPMENT	3,172	2,200	2,781	2,200	2,200	2,200
53510 FUEL	42,507	43,000	31,777	43,000	43,000	43,000
53610 MAINT. & REPAIR MATERIALS	244,932	272,200	160,502	272,200	272,200	272,200
TOTAL MATERIALS & SUPPLIES	\$ 312,122	\$ 333,900	\$ 208,939	\$ 333,900	\$ 333,900	\$ 333,900
TOTAL BUDGET	\$ 1,438,047	\$ 1,507,502	\$ 1,341,211	\$ 1,515,509	\$ 1,515,509	\$ 1,515,509

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 General Fund – Street – Personnel and Capital Detail

**FUND 101 GENERAL
DEPT 328 STREET**

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
Street Supervisor	1	1	1	1
Senior Sign and Signal Tech	1	1	0	0
Sign and Signal Tech	1	1	2	2
Equipment Operator-Crewleader	3	3	3	3
Concrete Mason	1	1	1	1
Maintenance Worker	10	10	10	9
TOTAL	17	17	17	16

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments:

- Created new digital Library cards
- Added a new adult iPad bar
- Youth Services Programming was increased to include one special program for both children and teens each month
- A new Interlibrary Loan Processing Workstation is now being created. It will be operational by May 31st
- A \$10,000 grant was received from the Children's Charitable Trust Foundation for children's materials
- The Library began participating in community events and promoting the Library

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 General Fund – Library – Summary
 (continued)

2020 Objectives:

- Create and implement new shelving design plan for the Adult Fiction, Adult Non-Fiction, Reference, and Youth Services
- Continue to promote Library services and programs to the community
- Provide Polaris Training for key staff members
- Increase adult programming by 10%. Provide one special program for adults bi-monthly
- Continue to provide classes that are of patron interest. New classes include gardening, crafting, cooking, digital photography, and calligraphy

Budget Highlights:

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

FUND 101 GENERAL DEPT 421 LIBRARY				
2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$1,281,775	\$1,345,079	\$1,336,254	\$1,383,377	\$1,383,377

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Library – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 758,128	\$ 764,000	\$ 758,955	\$ 795,000	\$ 795,000	\$ 795,000
51120 OVERTIME	1,036	-	170	-	-	-
51130 FICA	55,073	59,000	55,303	62,000	62,000	62,000
51140 GROUP INSURANCE	99,569	114,342	114,342	135,000	135,000	135,000
51150 DB RETIREMENT	100,313	93,000	92,833	91,000	91,000	91,000
51155 DC RETIREMENT	8,405	9,000	8,664	10,000	10,000	10,000
51170 WORKER'S COMPENSATION	367	8,977	8,977	2,327	2,327	2,327
TOTAL PERSONAL SERVICES	\$ 1,022,891	\$ 1,048,319	\$ 1,039,244	\$ 1,095,327	\$ 1,095,327	\$ 1,095,327
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 4,287	\$ 4,075	\$ 4,100	\$ 6,600	\$ 6,600	\$ 6,600
52210 FINANCIAL SERVICES	3,227	3,780	3,015	3,700	3,700	3,700
52310 UTILITIES & COMMUNICATIONS	65,543	69,000	66,525	69,000	69,000	69,000
52410 PROFESSIONAL SERVICES	50	-	-	1,500	1,500	1,500
52510 OTHER SERVICES	62,185	27,850	26,376	28,600	28,600	28,600
52610 MAINT. & REPAIR SERVICE	22,167	59,605	61,000	58,000	58,000	58,000
TOTAL CONTRACTUAL SERVICES	\$ 157,459	\$ 164,310	\$ 161,016	\$ 167,400	\$ 167,400	\$ 167,400
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 10,437	\$ 13,750	\$ 13,750	\$ 15,800	\$ 15,800	\$ 15,800
53210 JANITORIAL SUPPLIES	4,005	5,000	4,500	8,500	8,500	8,500
53310 GENERAL SUPPLIES	73,631	100,500	100,500	80,500	80,500	80,500
53610 MAINT. & REPAIR MATERIALS	13,352	13,200	17,244	15,850	15,850	15,850
TOTAL MATERIALS & SUPPLIES	\$ 101,425	\$ 132,450	\$ 135,994	\$ 120,650	\$ 120,650	\$ 120,650
TOTAL BUDGET	\$ 1,281,775	\$ 1,345,079	\$ 1,336,254	\$ 1,383,377	\$ 1,383,377	\$ 1,383,377

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 General Fund – Library – Personnel and Capital Detail

FUND 101 GENERAL
DEPT 421 LIBRARY

PERSONNEL SCHEDULE

CLASSIFICATION	2017-18 ACTUAL NUMBER OF EMPLOYEES	2018-19 BUDGETED NUMBER OF EMPLOYEES	2018-19 ACTUAL NUMBER OF EMPLOYEES	2019-20 BUDGETED NUMBER OF EMPLOYEES
Library Director	1	1	1	1
Senior Librarian	2	2	2	2
Librarian	1	1	1	1
Library Specialist	4	4	4	4
Literacy	1	1	1	1
Circulation Supervisor	1	1	1	1
Cemetary Relations	1	1	1	1
Library Assistant	1	1	1	1
Acquisitions Clerk	1	1	1	1
Senior Administrative Assistant	1	0	0	0
Operations Manager	0	1	1	1
Part-time Clerks-Pages	5.14	4.7	4.7	4.7
TOTAL	19.14	18.7	18.7	18.7

CITY OF BARTLESVILLE
2019-20 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, the Bartlesville Area History Museum is located on the fifth floor of the City Center.

2019 Accomplishments:

- Museum visitors and activities increased 14.19% this fiscal year
- Offsite outreach increased 50% due to the Education Coordinator presenting historical programs to schools
- Programs for adults increased 26.6%. Movie Mondays, Black History Month, and *Badges and Blazes* were a few of the programs presented
- Effective May 1st, the Museum's hours were changed to 8:00 AM – 4:00 PM to better serve the public
- Activity/visits to the Museum's Facebook Page increased 81% in 6 months

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 General Fund – Museum – Summary
 (continued)

2020 Objectives:

- Continue to increase community awareness of the historical information, displays, and programs available at the Museum
- Continue with the Museum Physical Archive Inventory Project
- Increase offsite outreach programming for children and adults
- Expand Spring Break Programs and Summer History Camps
- Work with City Maintenance Department to complete the refurbishment of floors in the Cherokee/Delaware Exhibit

Budget Highlights:

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

**FUND 101 GENERAL
DEPT 425 HISTORY MUSEUM**

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$164,014	\$178,609	\$165,279	\$183,537	\$183,537

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Museum – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 117,324	\$ 117,000	\$ 110,537	\$ 117,000	\$ 117,000	\$ 117,000
51130 FICA	8,851	9,000	8,343	9,000	9,000	9,000
51140 GROUP INSURANCE	22,969	26,387	26,387	31,000	31,000	31,000
51155 DC RETIREMENT	4,228	5,000	4,269	5,000	5,000	5,000
51170 WORKER'S COMPENSATION	-	2,072	2,072	537	537	537
TOTAL PERSONAL SERVICES	\$ 153,372	\$ 159,459	\$ 151,608	\$ 162,537	\$ 162,537	\$ 162,537
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 489	\$ 925	\$ 547	\$ 600	\$ 600	\$ 600
52310 UTILITIES & COMMUNICATIONS	3	25	5	25	25	25
52410 PROFESSIONAL SERVICES	-	1,500	1,500	1,500	1,500	1,500
52510 OTHER SERVICES	5,316	5,000	5,612	7,150	7,150	7,150
52610 MAINT. & REPAIR SERVICE	1,922	2,000	1,107	1,950	1,950	1,950
TOTAL CONTRACTUAL SERVICES	\$ 7,730	\$ 9,450	\$ 8,771	\$ 11,225	\$ 11,225	\$ 11,225
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,313	\$ 1,500	\$ 900	\$ 1,750	\$ 1,750	\$ 1,750
53210 JANITORIAL SUPPLIES	9	200	-	100	100	100
53310 GENERAL SUPPLIES	619	5,250	3,000	5,425	5,425	5,425
53610 MAINT. & REPAIR MATERIALS	971	2,750	1,000	2,500	2,500	2,500
TOTAL MATERIALS & SUPPLIES	\$ 2,912	\$ 9,700	\$ 4,900	\$ 9,775	\$ 9,775	\$ 9,775
TOTAL BUDGET	\$ 164,014	\$ 178,609	\$ 165,279	\$ 183,537	\$ 183,537	\$ 183,537

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 General Fund – Museum – Personnel and Capital Detail

FUND 101 GENERAL
 DEPT 425 HISTORY MUSEUM

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
Director	0	0	0	0
Collections Manager	1	1	1	1
Museum Registrar	1	1	1	1
Museum Coordinator	1	1	1	1
Library Assistant	0.63	0.63	0.63	0.63
TOTAL	3.63	3.63	3.63	3.63

CITY OF BARTLESVILLE
2019-20 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 the goal of reforestation of our street rights-of-way, parks and public areas. Mosquito control is also the responsibility of this department.

2019 Accomplishments:

- Installed new nets at Price Fields batting cages
- Installed new benches at City parks and trails
- Provided maintenance of all City owned parks and athletic fields
- Edged curbs along City right of ways
- Removed old playgrounds

2020 Objectives:

- Continue to mow and maintain all City properties and facilities
- Increase herbicide maintenance program for better efficiency
- Work to increase quality control of mowing and maintenance programs

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

FUND 101 GENERAL DEPT 431 PARK & RECREATION				
2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$1,184,650	\$1,199,899	\$1,095,855	\$1,314,764	\$1,314,764

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Park and Recreation – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 610,258	\$ 615,000	\$ 568,400	\$ 665,000	\$ 665,000	\$ 665,000
51120 OVERTIME	-	1,000	1,602	1,000	1,000	1,000
51130 FICA	44,151	48,000	40,962	52,000	52,000	52,000
51140 GROUP INSURANCE	137,783	158,319	158,319	187,000	187,000	187,000
51150 DB RETIREMENT	75,728	64,000	74,648	76,000	76,000	76,000
51155 DC RETIREMENT	9,595	13,000	8,211	12,000	12,000	12,000
51170 WORKER'S COMPENSATION	23,756	12,430	12,430	18,614	18,614	18,614
TOTAL PERSONNEL SERVICES	\$ 901,271	\$ 911,749	\$ 864,572	\$ 1,011,614	\$ 1,011,614	\$ 1,011,614
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 51,476	\$ 80,950	\$ 75,048	\$ 80,950	\$ 80,950	\$ 80,950
52210 FINANCIAL SERVICES	170	-	-	-	-	-
52310 UTILITIES & COMMUNICATIONS	38,333	35,000	48,777	50,000	50,000	50,000
52410 PROFESSIONAL SERVICES	20,000	-	-	-	-	-
52510 OTHER SERVICES	3,905	3,700	3,481	3,700	3,700	3,700
52610 MAINT. & REPAIR SERVICE	1,308	4,000	2,012	4,000	4,000	4,000
TOTAL CONTRACTUAL SERVICES	\$ 115,192	\$ 123,650	\$ 129,318	\$ 138,650	\$ 138,650	\$ 138,650
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 119	\$ 500	\$ 70	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	9,216	8,000	7,768	8,000	8,000	8,000
53310 GENERAL SUPPLIES	37,897	40,000	14,686	40,000	40,000	40,000
53410 TOOLS & EQUIPMENT	4,894	6,500	1,837	6,500	6,500	6,500
53510 FUEL	34,378	33,000	33,694	33,000	33,000	33,000
53610 MAINT. & REPAIR MATERIALS	81,683	76,500	43,910	76,500	76,500	76,500
TOTAL MATERIALS & SUPPLIES	\$ 168,187	\$ 164,500	\$ 101,965	\$ 164,500	\$ 164,500	\$ 164,500
TOTAL BUDGET	\$ 1,184,650	\$ 1,199,899	\$ 1,095,855	\$ 1,314,764	\$ 1,314,764	\$ 1,314,764

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 General Fund – Park and Recreation – Personnel and Capital Detail

FUND 101 GENERAL
 DEPT 431 PARK & RECREATION

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
Parks Supervisor	1	1	1	1
Equipment Operator	2	2	2	2
Maintenance Worker	15	15	15	15
TOTAL	18	18	18	18

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments: N/A

2020 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.

FUND 101 GENERAL DEPT 900 TRANSFERS				
2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$1,645,300	\$1,387,658	\$1,387,658	\$1,666,073	\$1,666,073

CITY OF BARTLESVILLE
2019-20 Operating Budget
General Fund – Transfers – Line Item Detail

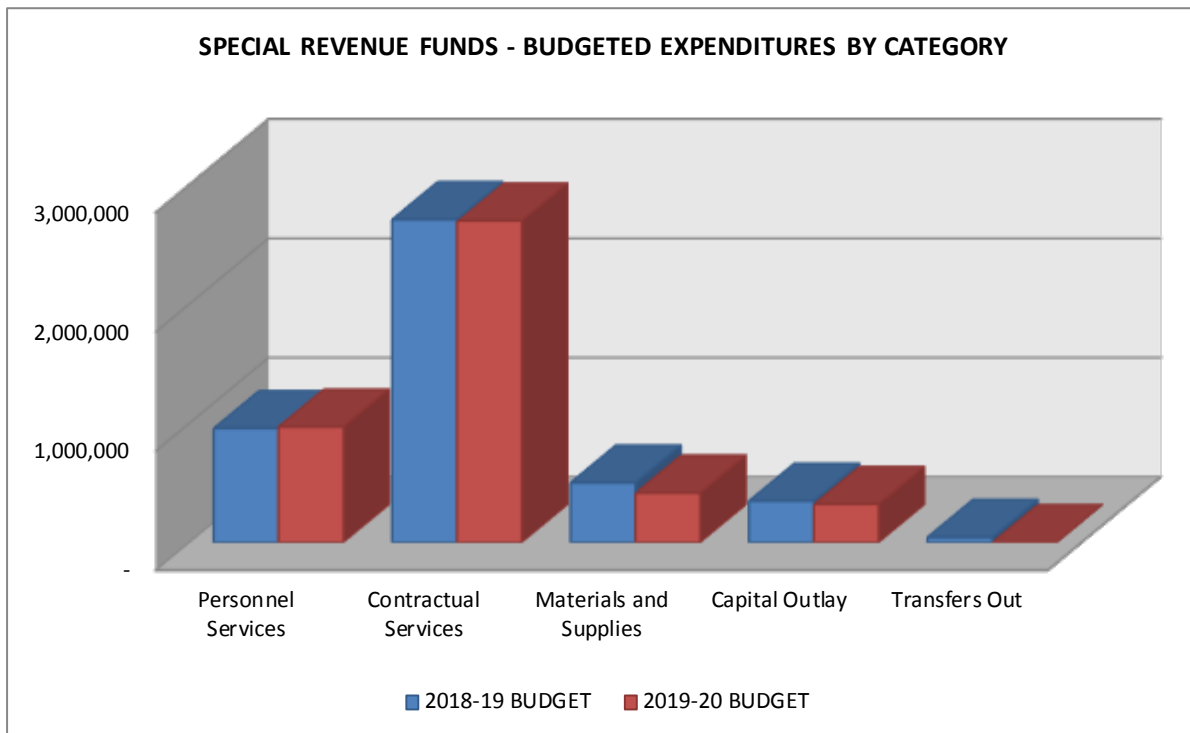
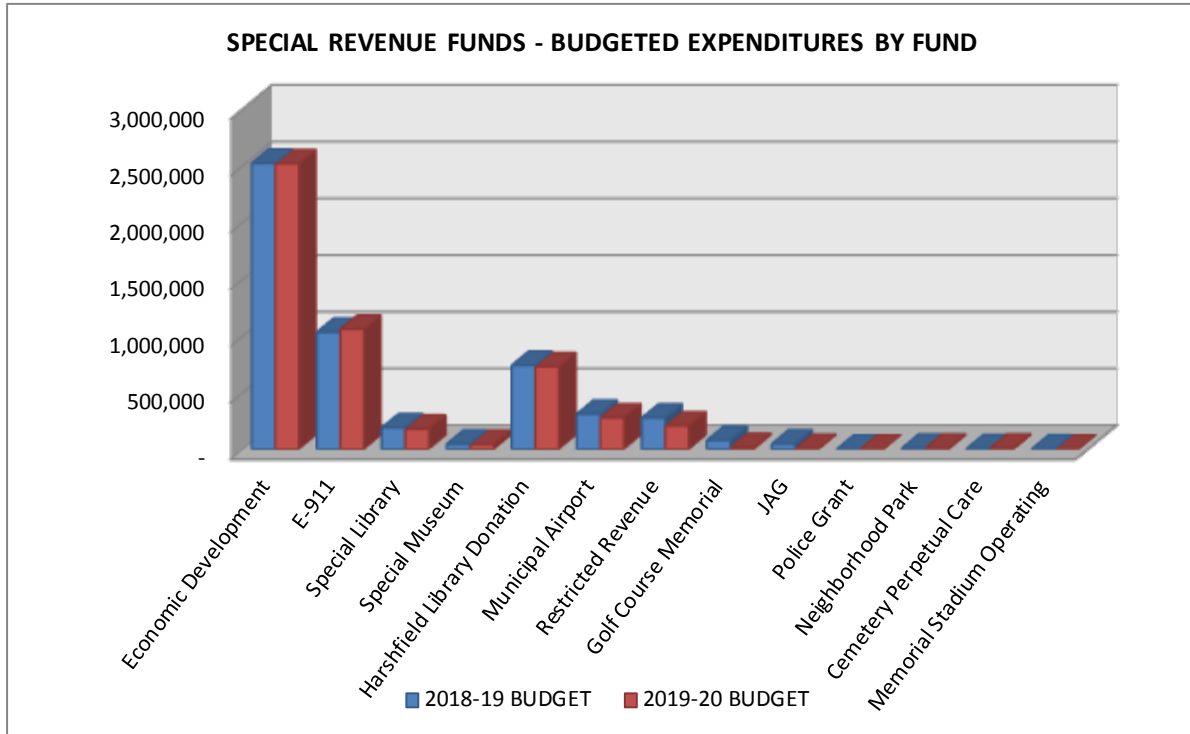
TRANSFERS	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
59207 E 9-1-1 FUND	\$ 473,187	\$ 434,488	\$ 434,488	\$ 551,414	\$ 551,414	\$ 551,414
59513 ADAMS GOLF COURSE	147,484	135,549	135,549	180,382	173,382	173,382
59515 SOONER POOL	44,393	29,902	29,902	44,750	44,750	44,750
59516 FRONTIER POOL	58,446	40,820	40,820	49,681	49,681	49,681
59663 AUTO COLLISION INSURANCE	38,982	25,000	25,000	25,000	25,000	25,000
59670 STABILIZATION RESERVE	436,308	441,899	441,899	477,187	471,846	471,846
59675 CAPITAL RESERVE	446,500	280,000	280,000	350,000	350,000	350,000
TOTAL TRANSFERS	\$ 1,645,300	\$ 1,387,658	\$ 1,387,658	\$ 1,678,414	\$ 1,666,073	\$ 1,666,073
TOTAL BUDGET	\$ 1,645,300	\$ 1,387,658	\$ 1,387,658	\$ 1,678,414	\$ 1,666,073	\$ 1,666,073

SPECIAL REVENUE FUNDS



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CITY OF BARTLESVILLE
2019-20 Operating Budget
Special Revenue Funds – Expenditure Graphs



CITY OF BARTLESVILLE
2019-20 Operating Budget
Special Revenue Funds – Expenditure Summary by Fund

<i>EXPENDITURES AND RESERVES BY FUND</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Economic Development	\$ 1,096,168	\$ 2,521,563	\$ 1,876,875	\$ 2,517,557
E-911	999,571	1,031,584	1,011,707	1,058,228
Special Library	165,166	189,779	171,577	178,000
Special Museum	33,371	45,000	37,447	42,500
Harshfield Library Donation	38,595	740,239	40,527	728,708
Municipal Airport	13,213	309,800	278,374	276,827
Restricted Revenue	149,229	275,609	103,271	205,035
Golf Course Memorial	20,508	77,480	77,480	16,800
JAG	5,950	46,243	46,243	6,000
Neighborhood Park	-	8,262	-	8,353
Cemetery Perpetual Care	74,096	5,682	-	8,895
Memorial Stadium Operating	14,171	2,134	2,134	-
Total Expenditures and Reserves	<u>\$ 2,610,038</u>	<u>\$ 5,253,375</u>	<u>\$ 3,645,635</u>	<u>\$ 5,046,903</u>

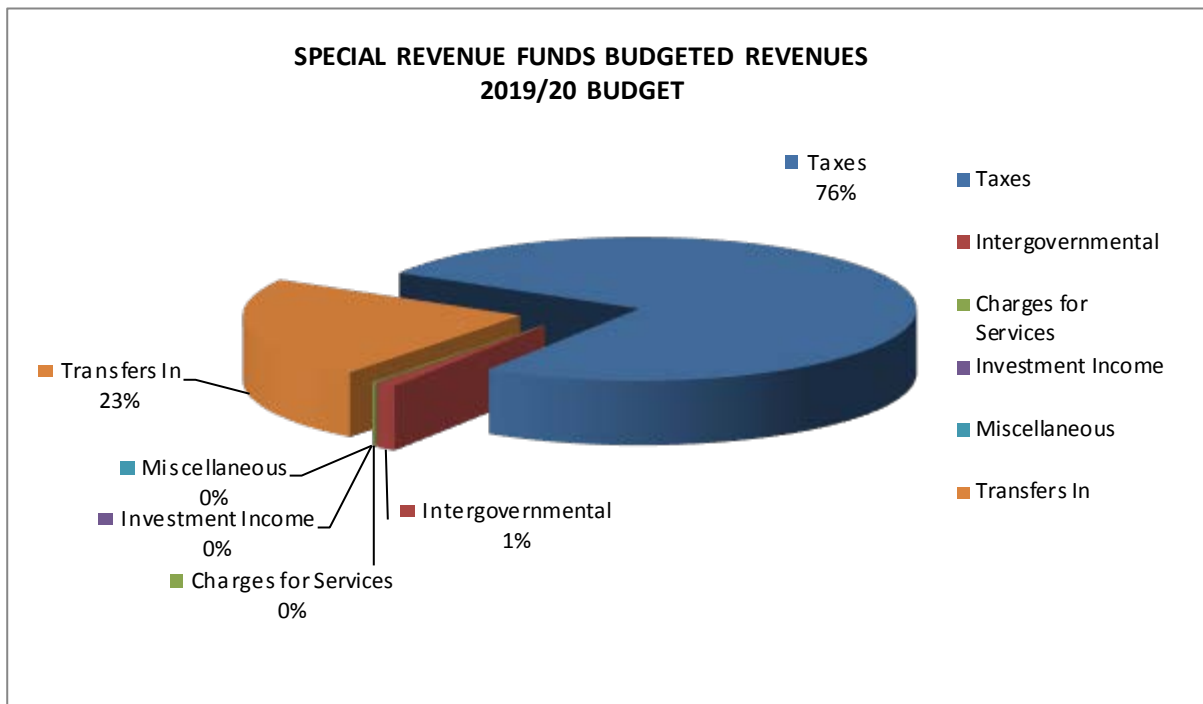
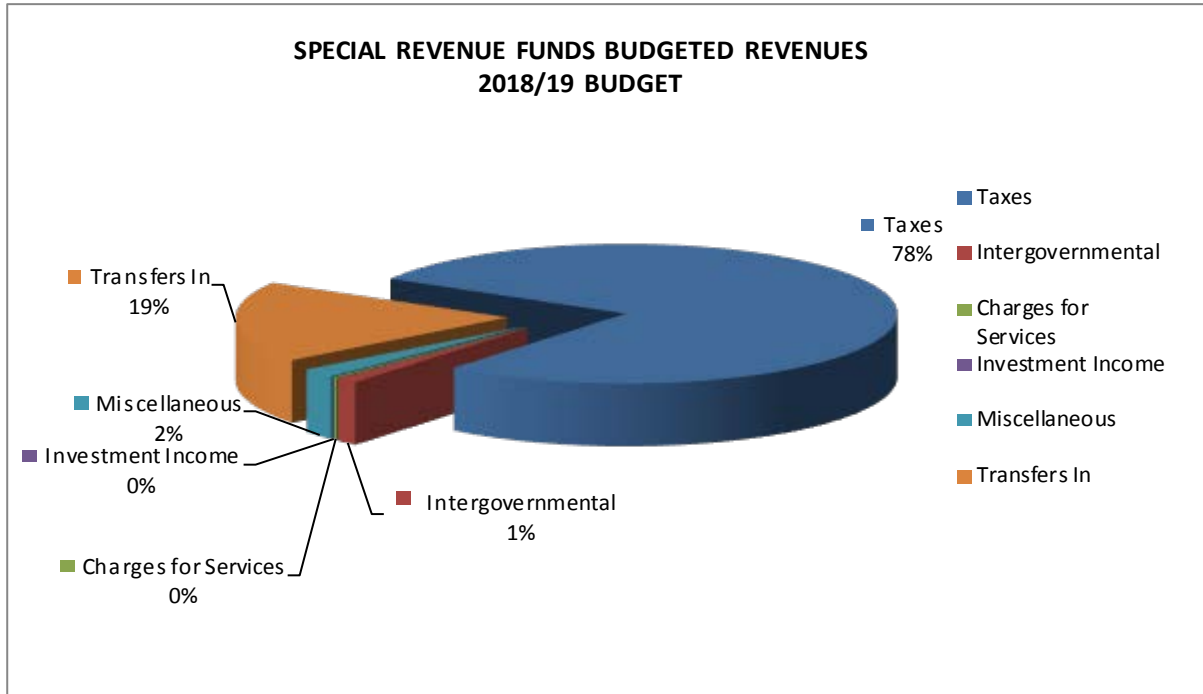
CITY OF BARTLESVILLE
2019-20 Operating Budget
Special Revenue Funds – Expenditure Summary by Line Item

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 670,047	\$ 672,000	\$ 676,711	\$ 676,000	\$ 676,000	\$ 676,000
51120 OVERTIME	18,945	18,000	20,635	18,000	18,000	18,000
51130 FICA	50,182	53,000	50,639	54,000	54,000	54,000
51140 GROUP INSURANCE	114,834	131,933	131,933	156,000	156,000	156,000
51150 DB RETIREMENT	59,316	55,000	54,231	45,000	45,000	45,000
51155 DC RETIREMENT	13,447	15,000	14,000	16,000	16,000	16,000
51170 WORKER'S COMPENSATION	-	10,358	10,358	2,685	2,685	2,685
TOTAL PERSONNEL SERVICES	\$ 926,771	\$ 955,291	\$ 958,507	\$ 967,685	\$ 967,685	\$ 967,685
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 5,080	\$ 6,300	\$ 4,873	\$ 9,050	\$ 9,050	\$ 9,050
52310 UTILITIES & COMMUNICATIONS	105,113	95,209	95,180	103,500	103,500	103,500
52410 PROFESSIONAL SERVICES	11,000	53,300	70,000	33,000	33,000	33,000
52510 OTHER SERVICES	145,219	1,561,113	843,578	1,555,545	1,555,545	1,555,545
52610 MAINT. & REPAIR SERVICE	965	1,000	1,128	4,000	4,000	4,000
52710 OPERATIONAL SERVICES	980,000	990,000	1,051,875	990,000	990,000	990,000
52810 INSURANCE & BONDS	-	-	-	300	300	300
TOTAL CONTRACTUAL SERVICES	\$ 1,247,377	\$ 2,706,922	\$ 2,066,634	\$ 2,695,395	\$ 2,695,395	\$ 2,695,395
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 6,255	\$ 14,500	\$ 17,062	\$ 14,300	\$ 14,300	\$ 14,300
53310 GENERAL SUPPLIES	143,921	183,962	154,179	169,195	169,195	169,195
53410 TOOLS & EQUIPMENT	2,284	-	-	-	-	-
53610 MAINT. & REPAIR MATERIALS	185,313	301,609	125,102	231,035	231,035	231,035
TOTAL MATERIALS & SUPPLIES	\$ 337,773	\$ 500,071	\$ 296,343	\$ 414,530	\$ 414,530	\$ 414,530

CITY OF BARTLESVILLE
2019-20 Operating Budget
Special Revenue Funds – Expenditure Summary by Line Item
(continued)

<i>CAPITAL OUTLAY</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 REQUEST</i>	<i>CITY MGR REC</i>	<i>2019-20 APPROVED</i>
55920 BUILDINGS & STRUCTURES	\$ 84,071	\$ 347,162	\$ 281,774	\$ 285,180	\$ 285,180	\$ 285,180
55950 OFFICE EQUIP & FURNISH	-	-	-	35,000	35,000	35,000
TOTAL CAPITAL OUTLAY	\$ 83,946	\$ 347,162	\$ 281,774	\$ 320,180	\$ 320,180	\$ 320,180
<i>TRANSFERS OUT</i>						
59101 GENERAL FUND	\$ 14,171	\$ 42,377	\$ 42,377	\$ -	\$ -	\$ -
TOTAL TRANSFERS	\$ 14,171	\$ 42,377	\$ 42,377	\$ -	\$ -	\$ -
<i>TOTAL BUDGET</i>	\$ 2,610,038	\$ 4,551,823	\$ 3,645,635	\$ 4,397,790	\$ 4,397,790	\$ 4,397,790

CITY OF BARTLESVILLE
2019-20 Operating Budget
Special Revenue Funds – Revenue Graphs



CITY OF BARTLESVILLE
2019-20 Operating Budget
Special Revenue Funds – Revenue Summary by Source

REVENUE BY SOURCE		2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Sales Tax		\$ 1,341,711	\$ 1,353,020	\$ 1,371,786	\$ 1,371,786
Hotel-Motel Tax		223,000	223,400	204,578	208,600
Franchise Tax		547,367	509,800	500,579	497,500
Intergovernmental		84,730	35,500	304,404	33,100
Charges for Services		5,461	5,000	5,159	5,100
Interest and Investment Income		18,504	-	21,604	-
Donations and Miscellaneous		128,607	57,400	243,903	-
Transfer In:	From BLTA	70,265	65,000	65,000	70,000
	From General	473,187	434,488	434,488	551,414
	From History Museum Trust	-	6,500	-	5,000
Fund Balance		<u>2,566,288</u>	<u>2,825,516</u>	<u>3,086,678</u>	<u>2,592,544</u>
Total Available for Appropriation		<u>\$ 5,459,120</u>	<u>\$ 5,515,624</u>	<u>\$ 6,238,179</u>	<u>\$ 5,335,044</u>

CITY OF BARTLESVILLE
2019-20 Operating Budget
Special Revenue Funds – Personnel Summary

<i>PERSONNEL COUNTS BY DEPARTMENT</i>	<i>2017-18 ACTUAL FTEs</i>	<i>2018-19 BUDGETED FTEs</i>	<i>2018-19 ACTUAL FTEs</i>	<i>2019-20 BUDGETED FTEs</i>
E-911 Fund:				
Dispatch	15.1	15.1	15.1	15.1
Special Library:				
Library	1.13	1.13	1.13	1.13
Special Museum:				
Museum	<u>1.18</u>	<u>1.23</u>	<u>1.23</u>	<u>1.23</u>
Total Expenditures	<u>17.41</u>	<u>17.46</u>	<u>17.46</u>	<u>17.46</u>

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments: • N/A

2020 Objectives: • N/A

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

FUND 203 ECONOMIC DEVELOPMENT
DEPT 538 ECONOMIC DEVELOPMENT

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$1,096,168	\$2,521,563	\$1,876,875	\$2,517,557	\$2,517,557

CITY OF BARTLESVILLE
2019-20 Operating Budget
Economic Development Fund – Expenditure and Revenue Summary

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Economic Development	<u>\$ 1,096,168</u>	<u>\$ 2,521,563</u>	<u>\$ 1,876,875</u>	<u>\$ 2,517,557</u>
Total Expenditures	<u>\$ 1,096,168</u>	<u>\$ 2,521,563</u>	<u>\$ 1,876,875</u>	<u>\$ 2,517,557</u>

Revenues

<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Sales Tax	\$ 1,341,711	\$ 1,353,020	\$ 1,371,786	\$ 1,371,786
Hotel-Motel Tax	223,000	223,400	204,578	208,600
Interest and Investment Income	<u>9,538</u>	<u>-</u>	<u>13,260</u>	<u>-</u>
Fund Balance	<u>645,194</u>	<u>945,143</u>	<u>1,224,422</u>	<u>937,171</u>
Total Available for Appropriation	<u>\$ 2,219,443</u>	<u>\$ 2,521,563</u>	<u>\$ 2,814,046</u>	<u>\$ 2,517,557</u>

CITY OF BARTLESVILLE
2019-20 Operating Budget
Economic Development Fund – Economic Development – Line Item Detail

CONTRACTUAL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
52410 PROFESSIONAL SERVICES	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -
52510 OTHER SERVICES	114,168	1,531,563	825,000	1,527,557	1,527,557	1,527,557
52710 OPERATIONAL SERVICES	980,000	990,000	1,051,875	990,000	990,000	990,000
52950 MISCELLANEOUS	-	-	-	-	-	-
TOTAL CONTRACTUAL SERVICES	\$ 1,096,168	\$ 2,521,563	\$ 1,876,875	\$ 2,517,557	\$ 2,517,557	\$ 2,517,557
CAPITAL OUTLAY						
55910 LAND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET	\$ 1,096,168	\$ 2,521,563	\$ 1,876,875	\$ 2,517,557	\$ 2,517,557	\$ 2,517,557

CITY OF BARTLESVILLE

2019-20 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 landline telephone customers within Bartlesville, Dewey, and other Washington County telephone customers as well as Bartlesville/Washington County's portion of the statewide \$0.75 per line per month fee on all cellular services. The Bartlesville Police Department is the agency that operates the E-911 Dispatch Center for these jurisdictions.

2019 Accomplishments:

- Replaced and updated the AT&T E911 call solution with Motorola Emergency Call Works E911 Solution
- Replaced and updated Lexipol policies
- Added a 4th E911 workstations
- Promoted three (3) dispatchers to dispatch leads

2020 Objectives:

- Join APCO to increase the training opportunities within Dispatch
- Certify Dispatcher's as Emergency Medical Dispatchers.
- Provide additional Dispatch training
- Research and plan for possibly moving the Dispatch Center to the new Police Department in FY-2021

Budget Highlights: The transfer from the General Fund is to assist in paying E-911 dispatching costs. Major expenditures include personnel costs and utilities.

FUND 207 E-911 DEPT 275 EMERGENCY DISPATCH				
2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$999,571	\$1,012,071	\$1,011,707	\$1,037,323	\$1,037,323

CITY OF BARTLESVILLE
2019-20 Operating Budget
E-911 Fund – Expenditure and Revenue Summary

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Emergency Dispatch	\$ 999,571	\$ 1,012,071	\$ 1,011,707	\$ 1,037,323
Reserves: Compensated Absences Reserve	-	19,513	-	20,905
Total Expenditures and Reserves	<u>\$ 999,571</u>	<u>\$ 1,031,584</u>	<u>\$ 1,011,707</u>	<u>\$ 1,058,228</u>

Revenues

<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
E-911 Service Tax	\$ 123,287	\$ 91,300	\$ 98,137	\$ 95,100
E-911 Wireless Fee	424,080	418,500	402,442	402,400
Charges for Services	2,400	2,400	2,400	2,400
Interest and Investment Income	697	-	761	-
Transfer In: General	473,187	434,488	434,488	551,414
Fund Balance	56,313	84,896	80,393	6,914
Total Available for Appropriation	<u>\$ 1,079,964</u>	<u>\$ 1,031,584</u>	<u>\$ 1,018,621</u>	<u>\$ 1,058,228</u>

CITY OF BARTLESVILLE
2019-20 Operating Budget
E-911 Fund – Emergency Dispatch – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 615,178	\$ 615,000	\$ 619,183	\$ 618,000	\$ 618,000	\$ 618,000
51120 OVERTIME	18,945	18,000	20,635	18,000	18,000	18,000
51130 FICA	45,943	48,000	46,285	49,000	49,000	49,000
51140 GROUP INSURANCE	114,834	131,933	131,933	156,000	156,000	156,000
51150 DB RETIREMENT	59,316	55,000	54,231	45,000	45,000	45,000
51155 DC RETIREMENT	13,447	15,000	14,000	16,000	16,000	16,000
51170 WORKER'S COMPENSATION	-	10,358	10,358	2,685	2,685	2,685
TOTAL PERSONAL SERVICES	\$ 867,663	\$ 893,291	\$ 896,625	\$ 904,685	\$ 904,685	\$ 904,685
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 4,189	\$ 6,300	\$ 4,424	\$ 9,050	\$ 9,050	\$ 9,050
52310 UTILITIES & COMMUNICATIONS	105,084	95,180	95,180	103,500	103,500	103,500
52510 OTHER SERVICES	18,986	10,300	9,828	8,988	8,988	8,988
52610 MAINT. & REPAIR SERVICE	-	1,000	1,128	4,000	4,000	4,000
52810 INSURANCE & BONDS	-	-	-	300	300	300
TOTAL CONTRACTUAL SERVICES	\$ 128,259	\$ 112,780	\$ 110,560	\$ 125,838	\$ 125,838	\$ 125,838
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,469	\$ 4,000	\$ 2,678	\$ 4,800	\$ 4,800	\$ 4,800
53310 GENERAL SUPPLIES	1,450	1,000	844	1,000	1,000	1,000
53610 MAINT. & REPAIR MATERIALS	730	1,000	1,000	1,000	1,000	1,000
TOTAL MATERIALS & SUPPLIES	\$ 3,649	\$ 6,000	\$ 4,522	\$ 6,800	\$ 6,800	\$ 6,800
TOTAL BUDGET	\$ 999,571	\$ 1,012,071	\$ 1,011,707	\$ 1,037,323	\$ 1,037,323	\$ 1,037,323

CITY OF BARTLESVILLE
2019-20 Operating Budget
E-911 Fund – Emergency Dispatch – Personnel and Capital Detail

FUND 207 E-911
DEPT 275 EMERGENCY DISPATCH

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
Lead Emergency Comm. Tech	0	0	0	3
Emergency Comm. Tech	15.1	15.1	15.1	12.1
TOTAL	15.1	15.1	15.1	15.1

CITY OF BARTLESVILLE

2019-20 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.

2019 Accomplishments:

- Two grants from the Oklahoma Department of Libraries Funding secured the salaries of one Literacy Assistant and an Immigration/Citizenship Literacy Assistant for this fiscal year
- The Health Literacy Grant-Year 4 provided the continuation of popular classes such as Tai Chi, Refit, and Yoga as well as many other health and wellness programs
- The Library received a ConocoPhillips Grant to establish a “Creative Corner” for teachers and crafters. The Corner will be complete and ready for the public by June 30, 2019
- A Phillips 66 Grant will provide funds for a new program series for area teens. “The Game of Life” an ongoing series of adult programs supported by the Library and other area organizations
- The 2018 Summer Reading Program had record-breaking sign-ups and a total of 1,200 area youth participated

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 Special Library Fund – Summary
 (continued)

2020 Objectives:

- Continue Library participation in community events and festivals
- Increase adult programming and attendance by 15%
- Increase teen programming by 10%
- Revise and improve website making it appealing and mobile friendly
- Increase funding for both adult and children programming.
- Purchase large format printer for Library use.
- Begin replacement of laptops used at the Library. Replace two per year
- Create “Outdoor Things” Collection upon completion of new Tower Green Project

Budget Highlights:

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

FUND 208 SPECIAL LIBRARY DEPT 421 LIBRARY				
2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$165,166	\$189,779	\$171,577	\$178,000	\$178,000

CITY OF BARTLESVILLE
2019-20 Operating Budget
Special Library Fund – Expenditure and Revenue Summary

EXPENDITURES BY DEPARTMENT OR PURPOSE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Library	\$ 165,166	\$ 189,779	\$ 171,577	\$ 178,000
Total Expenditures	\$ 165,166	\$ 189,779	\$ 171,577	\$ 178,000

Revenues

REVENUE BY SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Intergovernmental	\$ 67,980	\$ 29,500	\$ 38,055	\$ 27,100
Interest and Investment Income	3,292	-	3,067	-
Donations and Miscellaneous	22,290	-	52,587	-
Transfer In: From BLTA	70,265	65,000	65,000	70,000
Fund Balance	305,538	246,080	304,638	291,770
Total Available for Appropriation	\$ 469,365	\$ 340,580	\$ 463,347	\$ 388,870

CITY OF BARTLESVILLE
2019-20 Operating Budget
Special Library Fund – Library – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 25,674	\$ 25,000	\$ 26,414	\$ 25,000	\$ 25,000	\$ 25,000
51130 FICA	2,006	2,000	2,021	2,000	2,000	2,000
TOTAL PERSONAL SERVICES	\$ 27,680	\$ 27,000	\$ 28,435	\$ 27,000	\$ 27,000	\$ 27,000
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 891	\$ -	\$ 449	\$ -	\$ -	\$ -
52310 UTILITIES & COMMUNICATIONS	29	29	-	-	-	-
52410 PROFESSIONAL SERVICES	-	8,000	-	12,000	12,000	12,000
52510 OTHER SERVICES	10,615	8,750	8,750	12,500	12,500	12,500
52610 MAINT. & REPAIR SERVICE	965	-	-	-	-	-
TOTAL CONTRACTUAL SERVICES	\$ 12,500	\$ 16,779	\$ 9,199	\$ 24,500	\$ 24,500	\$ 24,500
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 2,843	\$ 4,500	\$ 11,346	\$ 9,500	\$ 9,500	\$ 9,500
53310 GENERAL SUPPLIES	122,140	141,500	122,500	117,000	117,000	117,000
53610 MAINT. & REPAIR MATERIALS	3	-	97	-	-	-
TOTAL MATERIALS & SUPPLIES	\$ 124,986	\$ 146,000	\$ 133,943	\$ 126,500	\$ 126,500	\$ 126,500
TOTAL BUDGET	\$ 165,166	\$ 189,779	\$ 171,577	\$ 178,000	\$ 178,000	\$ 178,000

CITY OF BARTLESVILLE
2019-20 Operating Budget
Special Library Fund – Library – Personnel and Capital Detail

FUND 208 SPECIAL LIBRARY
DEPT 421 LIBRARY

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
Library Assistant	1.13	1.13	1.13	1.13
TOTAL	1.13	1.13	1.13	1.13

CITY OF BARTLESVILLE
 2019-20 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.

2019 Accomplishments:

- Digitized 10 years of the *Bartlesville Daily Enterprise* newspaper
- Completed the cataloging of the Native American records at both the Museum and the Library

2020 Objectives:

- Secure funding for the Martha Jane Starr Field of Interest Grant, Year 8
- Digitize 9 years of *the Ramona Herald* (1916-1925) and 3 years of Vera newspapers
- Complete cataloging the Museum's biographical files into the PastPerfect software

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

FUND 209 SPECIAL MUSEUM DEPT 425 MUSUEM				
2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$33,371	\$45,000	\$37,447	\$42,500	\$42,500

CITY OF BARTLESVILLE
2019-20 Operating Budget
Special Museum Fund – Expenditure and Revenue Summary

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Museum	\$ 33,371	\$ 45,000	\$ 37,447	\$ 42,500
Total Expenditures	\$ 33,371	\$ 45,000	\$ 37,447	\$ 42,500

Revenues

<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Interest and Investment Income	\$ 1,203	\$ -	\$ 1,166	\$ -
Donations and Miscellaneous	13,187	-	21,582	-
Transfer In: History Musuem Trust	-	6,500	-	5,000
Fund Balance	127,806	146,786	108,826	94,127
Total Available for Appropriation	\$ 142,196	\$ 153,286	\$ 131,574	\$ 99,127

CITY OF BARTLESVILLE
2019-20 Operating Budget
Special Museum Fund – Museum – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 29,195	\$ 32,000	\$ 31,114	\$ 33,000	\$ 33,000	\$ 33,000
51130 FICA	2,233	3,000	2,333	3,000	3,000	3,000
TOTAL PERSONAL SERVICES	\$ 31,428	\$ 35,000	\$ 33,447	\$ 36,000	\$ 36,000	\$ 36,000
CONTRACTUAL SERVICES						
52410 PROFESSIONAL SERVICES	\$ -	\$ 1,000	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
52510 OTHER SERVICES	-	3,000	-	-	-	-
TOTAL CONTRACTUAL SERVICES	\$ -	\$ 4,000	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,943	\$ 6,000	\$ -	\$ -	\$ -	\$ -
53310 GENERAL SUPPLIES	-	-	4,000	4,500	4,500	4,500
TOTAL MATERIALS & SUPPLIES	\$ 1,943	\$ 6,000	\$ 4,000	\$ 4,500	\$ 4,500	\$ 4,500
TOTAL BUDGET	\$ 33,371	\$ 45,000	\$ 37,447	\$ 42,500	\$ 42,500	\$ 42,500

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 Special Museum Fund – Museum – Personnel and Capital Detail

**FUND 209 SPECIAL MUSEUM
 DEPT 425 MUSUEM**

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
Library Assistant	1.18	1.23	1.23	1.23
TOTAL	1.18	1.23	1.23	1.23

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments: • Completed design and construction of the Runway Rehabilitation project consisting of concrete patching and crack sealing on Runway 17/35

2020 Objectives: • No projects are planned for FY 19-20 to allow FAA funds to build for the next capital project

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**

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$13,213	\$309,800	\$278,374	\$276,827	\$276,827

CITY OF BARTLESVILLE
2019-20 Operating Budget
Municipal Airport Fund – Expenditure and Revenue Summary

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Airport	\$ 13,213	\$ 309,800	\$ 278,374	\$ 276,827
Total Expenditures	\$ 13,213	\$ 309,800	\$ 278,374	\$ 276,827

Revenues

<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Intergovernmental	\$ 10,800	\$ -	\$ 260,349	\$ -
Interest and Investment Income	3,037	-	3,148	-
Fund Balance	308,685	265,500	291,704	276,827
Total Available for Appropriation	\$ 322,522	\$ 265,500	\$ 555,201	\$ 276,827

CITY OF BARTLESVILLE
2019-20 Operating Budget
Municipal Airport Fund – Airport – Line Item Detail

CONTRACTUAL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
52410 PROFESSIONAL SERVICES	\$ 9,000	\$ 44,300	\$ 70,000	\$ -	\$ -	\$ -
TOTAL CONTRACTUAL SERVICES	\$ 9,000	\$ 44,300	\$ 70,000	\$ -	\$ -	\$ -
CAPITAL OUTLAY						
55930 OTHER IMPROVEMENTS	\$ 4,213	\$ 265,500	\$ 208,374	\$ 276,827	\$ 276,827	\$ 276,827
TOTAL CAPITAL OUTLAY	\$ 4,213	\$ 265,500	\$ 208,374	\$ 276,827	\$ 276,827	\$ 276,827
TOTAL BUDGET	\$ 13,213	\$ 309,800	\$ 278,374	\$ 276,827	\$ 276,827	\$ 276,827

CITY OF BARTLESVILLE
2019-20 Operating Budget
Harshfield Library Donation Fund – Summary

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

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

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

2019 Accomplishments:

- Larger outside book drop was purchased and installed in new location in Library parking lot
- 2 STEM Carts were purchased for children and teen programming

2020 Objectives:

- Install 3 infrared door detection devices on the Library’s 2 elevators to comply with current ADA Guidelines
- Host one well-known author for programming special event

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

FUND 241 Harshfield Library Donation Fund
DEPT 421 LIBRARY

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$38,595	\$740,239	\$40,527	\$728,708	\$728,708

CITY OF BARTLESVILLE
2019-20 Operating Budget
Harshfield Library Donation Fund – Expenditure and Revenue Summary

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Museum	\$ 38,595	\$ 58,200	\$ 40,527	\$ 100,500
Unallocated	-	682,039	-	628,208
Total Expenditures	<u>\$ 38,595</u>	<u>\$ 740,239</u>	<u>\$ 40,527</u>	<u>\$ 728,708</u>
<i>Revenues</i>				
<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Donations and Miscellaneous	\$ 7,851	\$ -	\$ 8,214	\$ -
Fund Balance	788,066	760,544	761,021	728,708
Total Available for Appropriation	<u>\$ 795,917</u>	<u>\$ 760,544</u>	<u>\$ 769,235</u>	<u>\$ 728,708</u>

CITY OF BARTLESVILLE
2019-20 Operating Budget
Harshfield Library Donation Fund – Library – Line Item Detail

CONTRACTUAL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
52410 PROFESSIONAL SERVICES	\$ -	\$ -	\$ -	\$ 19,000	\$ 19,000	\$ 19,000
52510 OTHER SERVICES	1,045	7,500	-	6,500	6,500	6,500
TOTAL CONTRACTUAL SERVICES	\$ 1,045	\$ 7,500	\$ -	\$ 25,500	\$ 25,500	\$ 25,500
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ -	\$ 3,038	\$ -	\$ -	\$ -
53310 GENERAL SUPPLIES	13,721	25,700	16,755	15,000	15,000	15,000
53610 MAINT. & REPAIR MATERIALS	23,829	25,000	20,734	25,000	25,000	25,000
TOTAL MATERIALS & SUPPLIES	\$ 37,550	\$ 50,700	\$ 40,527	\$ 40,000	\$ 40,000	\$ 40,000
CAPITAL OUTLAY						
55960 VEHICLES & EQUIPMENT	\$ -	\$ -	\$ -	\$ 35,000	\$ 35,000	\$ 35,000
TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ 35,000	\$ 35,000	\$ 35,000
TOTAL BUDGET	\$ 38,595	\$ 58,200	\$ 40,527	\$ 100,500	\$ 100,500	\$ 100,500

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments:

- Purchased additional equipment deemed necessary for Operations Division, Criminal Investigations Division, and Training Division & Administration at the Police Department

2020 Objectives:

- Purchase additional equipment deemed necessary for Operations Division, Criminal Investigations Division, and Training Division & Administration at the Police Department

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**

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$149,229	\$275,609	\$103,271	\$205,035	\$205,035

CITY OF BARTLESVILLE
2019-20 Operating Budget
Restricted Revenue Fund – Expenditure and Revenue Summary

EXPENDITURES BY DEPARTMENT OR PURPOSE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
General Services	\$ 27,263	\$ 59,804	\$ 43,710	\$ 16,092
Cemetery	-	19,158	-	21,570
Community Development	448	1,591	-	1,591
Fire	363	60,663	43,693	26,411
Police	113,473	47,371	9,633	51,529
Park and Recreation	607	73,755	6,235	81,650
Swimming Pools	-	6,192	-	6,192
Stadium	7,075	7,075	-	-
Total Expenditures	\$ 149,229	\$ 275,609	\$ 103,271	\$ 205,035

Revenues

REVENUE BY SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Donations and Miscellaneous	\$ 68,986	\$ -	\$ 65,582	\$ -
Fund Balance	247,170	318,766	242,724	205,035
Total Available for Appropriation	\$ 316,156	\$ 318,766	\$ 308,306	\$ 205,035

CITY OF BARTLESVILLE
2019-20 Operating Budget
Restricted Revenue Fund – Expense Outlay Detail

Expense Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	17/18 ACTUAL	18/19 BUDGET	18/19 ESTIMATE	19/20 BUDGET
170	04037	Homeland Security	-	109	-	109
170	13112	Freedom Flag	763	5,345	1,239	4,105
170	99055	Bike racks	-	300	-	300
170	15045	Copier Lease Buyout	-	19,199	7,620	11,578
170	16023	Sale of Second St Property	-	34,851	34,851	-
170	N/A	TIF Reimbursement	26,500	-	-	-
		Total Building Maintenance	27,263	59,804	43,710	16,092
174	04012	Luminary Beautification	-	17,858	-	20,270
174	99051	Bell Tower Maintenance	-	1,300	-	1,300
		Total Cemetery	-	19,158	-	21,570
180	10034	Bicycle Rodeo	-	189	-	189
180	18051	Demolition Of 109 SW Cheyenne	448	1,402	-	1,402
		Total Community Development	448	1,591	-	1,591
250	99005	Albright Fire Trust	-	77	-	77
250	99042	General Fire Donations	53	7,469	7,089	380
250	13064	Communication Equipment	-	43,676	27,163	16,513
250	15039	Fire Prevention and Safety Grant	310	9,441	9,441	9,441
		Total Fire	363	60,663	43,693	26,411
270	99006	General Police Donations	1,486	25	-	90
270	10046	SOT-Special Operations Team	20	856	-	1,555
270	99028	Federal Drug Task Force Reimbursements	14,689	8,034	3,506	4,933
270	99030	Police Reserve	-	1,437	-	1,812
270	99031	Police Explorer	200	-	-	235
270	99036	K9 police dog	21,913	3,881	2,302	10,208
270	14001	SWAT Training	-	-	-	225
270	15040	Police Benefit Fund Donation	8,540	-	-	-
270	16022	Safe Oklahoma Grant		19,797	-	19,797

CITY OF BARTLESVILLE
2019-20 Operating Budget
Restricted Revenue Fund – Expense Outlay Detail
(continued)

Expense Schedule
(continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	17/18 ACTUAL	18/19 BUDGET	18/19 ESTIMATE	19/20 BUDGET
270	16028	Joe Glenn Memorial	-	255	-	255
270	17061	Police Training Donation	8,212	165	-	8,489
270	17062	PD Honor Guard	48	1,095	-	1,095
270	17063	P66 Handheld Radios Donation	58,365	1,826	3,825	2,835
270	19031	Body Worn Cameras (OMAG)	-	10,000	-	-
		Total Police	113,473	47,371	9,633	51,529
431	00016	Centennial Plaza	-	38,876	842	38,876
431	10023	Bruce Goff Tower	-	15,997	-	15,997
431	10024	Dog Park Donations	-	230	-	230
431	12020	Sale of Park Property	-	-	-	12,525
431	99033	Sante Fe Engine Preservation	-	315	-	315
431	99037	Arutunoff Softball Fields	-	2,325	-	2,325
431	99038	Flag Football Fields	-	6,064	-	6,064
431	99039	MJ Lee Soccer Fields	-	1,045	-	1,045
431	99040	Robinwood Soccer Fields	-	1,043	-	1,043
431	99047	Sooner Jr	607	6,038	5,393	1,137
431	99048	Price Fields NE Quad	-	800	-	800
431	99049	Price Fields Other	-	715	-	715
431	16024	Monarch Butterfly Garden	-	35	-	35
431	16025	Safe Routes To School Grant	-	272	-	272
431	16030	Freewheel	-	-	-	271
		Total Parks and Recreation	607	73,755	6,235	81,650
432	08029	Frontier Park Project	-	6,192	-	6,192
476	10026	Stadium renovations	7,075	7,075	-	-
TOTAL			\$ 149,229	\$ 275,609	\$ 103,271	\$ 205,035

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments:

- Raised \$22,000 in the 2018 memorial tournament to help fund bunker renovation
- Raised over \$70,000 in charitable contributions to help with funding of the bunker renovation.

2020 Objectives:

- Raise \$20,000 with the 2019 memorial tournament to help fund the bunker renovation

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.

FUND 244 GOLF COURSE MEMORIAL
DEPT 445 GOLF COURSE

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$20,508	\$77,480	\$77,480	\$16,800	\$16,800

CITY OF BARTLESVILLE
2019-20 Operating Budget
Golf Course Memorial Fund – Expenditure and Revenue Summary

Expenditures and Reserves

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Municipal Golf Course	\$ 20,508	\$ 77,480	\$ 77,480	\$ 16,800
Total Expenditures	\$ 20,508	\$ 77,480	\$ 77,480	\$ 16,800

Revenues

<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Interest and Investment Income	\$ 144	\$ -	\$ 77	\$ -
Donations and Miscellaneous	16,293	57,400	95,938	-
Fund Balance	22,969	4,080	18,898	37,433
Total Available for Appropriation	\$ 39,406	\$ 61,480	\$ 114,913	\$ 37,433

CITY OF BARTLESVILLE
2019-20 Operating Budget
Golf Course Memorial Fund – Golf Course – Line Item Detail

CONTRACTUAL SERVICES	2015-16 ACTUAL	2016-17 BUDGET	2016-17 ESTIMATE	2017-18 REQUEST	CITY MGR REC	2017-18 APPROVED
52510 OTHER SERVICES	\$ 405	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CONTRACTUAL SERVICES	\$ 405	\$ -	\$ -	\$ -	\$ -	\$ -
MATERIALS & SUPPLIES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
53310 GENERAL SUPPLIES	\$ 660	\$ 4,080	\$ 4,080	\$ 16,800	16,800	16,800
53410 TOOLS & EQUIPMENT	2,284	-	-	-	-	-
53610 MAINT. & REPAIR MATERIALS	11,522	-	-	-	-	-
TOTAL MATERIALS & SUPPLIES	\$ 14,466	\$ 4,080	\$ 4,080	\$ 16,800	\$ 16,800	\$ 16,800
CAPITAL OUTLAY						
55930 OTHER IMPROVEMENTS	\$ 5,762	\$ 73,400	\$ 73,400	\$ -	\$ -	\$ -
55950 OFFICE EQUIP & FURNISH	(125)	-	-	-	-	-
TOTAL CAPITAL OUTLAY	\$ 5,637	\$ 73,400	\$ 73,400	\$ -	\$ -	\$ -
TOTAL BUDGET	\$ 20,508	\$ 77,480	\$ 77,480	\$ 16,800	\$ 16,800	\$ 16,800

CITY OF BARTLESVILLE

2019-20 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.

2019 Accomplishments: • N/A

2020 Objectives: • N/A

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

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$5,950	\$6,000	\$6,000	\$6,000	\$6,000

CITY OF BARTLESVILLE
2019-20 Operating Budget
JAG Fund – Expenditure and Revenue Summary

Expenditures and Reserves

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Police	\$ 5,950	\$ 6,000	\$ 6,000	\$ 6,000
Transfer to: General Fund	-	40,243	40,243	-
Total Expenditures	\$ 5,950	\$ 46,243	\$ 46,243	\$ 6,000

Revenues

<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Intergovernmental	\$ 5,950	\$ 6,000	\$ 6,000	\$ 6,000
Interest and Investment Income	406	-	-	-
Fund Balance	39,847	40,243	40,254	11
Total Available for Appropriation	\$ 46,203	\$ 46,243	\$ 46,254	\$ 6,011

CITY OF BARTLESVILLE
2019-20 Operating Budget
JAG Fund – Police – Line Item Detail

<i>MATERIALS & SUPPLIES</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 REQUEST</i>	<i>CITY MGR REC</i>	<i>2019-20 APPROVED</i>
53310 GENERAL SUPPLIES	\$ 5,950	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
TOTAL MATERIALS & SUPPLIES	<u>\$ 5,950</u>	<u>\$ 6,000</u>	<u>\$ 6,000</u>	<u>\$ 6,000</u>	<u>\$ 6,000</u>	<u>\$ 6,000</u>
<i>TOTAL BUDGET</i>	<u>\$ 5,950</u>	<u>\$ 6,000</u>	<u>\$ 6,000</u>	<u>\$ 6,000</u>	<u>\$ 6,000</u>	<u>\$ 6,000</u>

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments: • N/A

2020 Objectives: • N/A

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

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

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$0	\$8,262	\$0	\$8,353	\$8,353

CITY OF BARTLESVILLE
2019-20 Operating Budget
Neighborhood Park Fund – Expenditure and Revenue Summary

Expenditures and Reserves

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Park and Recreation	\$ -	\$ 8,262	\$ -	\$ 8,353
Total Expenditures	\$ -	\$ 8,262	\$ -	\$ 8,353

Revenues

<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Interest and Investment Income	\$ 84	\$ -	\$ 89	\$ -
Fund Balance	8,181	8,262	8,264	8,353
Total Available for Appropriation	\$ 8,265	\$ 8,262	\$ 8,353	\$ 8,353

CITY OF BARTLESVILLE
2019-20 Operating Budget
Neighborhood Park Fund – Park & Recreation – Line Item Detail

<i>CAPITAL OUTLAY</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 REQUEST</i>	<i>CITY MGR REC</i>	<i>2019-20 APPROVED</i>
55930 OTHER IMPROVEMENTS	\$ -	\$ 8,262	\$ -	\$ 8,353	\$ 8,353	\$ 8,353
TOTAL CAPITAL OUTLAY	\$ -	\$ 8,262	\$ -	\$ 8,353	\$ 8,353	\$ 8,353
<i>TOTAL BUDGET</i>	\$ -	\$ 8,262	\$ -	\$ 8,353	\$ 8,353	\$ 8,353

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments: • No projects were scheduled for this budget year

2020 Objectives: • No projects are scheduled for this budget 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

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$74,096	\$5,682	\$0	\$8,895	\$8,895

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 Cemetery Perpetual Care Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Cemetery	\$ 74,096	\$ 5,682	\$ -	\$ 8,895
Total Expenditures	\$ 74,096	\$ 5,682	\$ -	\$ 8,895

Revenues

REVENUE BY SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Charges for Services	\$ 3,061	\$ 2,600	\$ 2,759	\$ 2,700
Interest and Investment Income	19	-	36	-
Fund Balance	320	3,082	3,400	6,195
Total Available for Appropriation	\$ 3,400	\$ 5,682	\$ 6,195	\$ 8,895

CITY OF BARTLESVILLE
2019-20 Operating Budget
Cemetery Perpetual Care Fund – Cemetery – Line Item Detail

MATERIALS & SUPPLIES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
53310 GENERAL SUPPLIES	\$ -	\$ 5,682	\$ -	\$ 8,895	\$ 8,895	\$ 8,895
TOTAL MATERIALS & SUPPLIES	\$ -	\$ 5,682	\$ -	\$ 8,895	\$ 8,895	\$ 8,895
CAPITAL OUTLAY						
55930 OTHER IMPROVEMENTS	\$ 74,096	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY	\$ 74,096	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET	\$ 74,096	\$ 5,682	\$ -	\$ 8,895	\$ 8,895	\$ 8,895

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments: • Continued to support the School District in its use, maintenance, and management of the Stadium

2020 Objectives: • Continue to support the School District in its use, maintenance, and management of 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**

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$0	\$0	\$0	\$0	\$0

CITY OF BARTLESVILLE
2019-20 Operating Budget
Memorial Stadium Operating Fund – Expenditure and Revenue Summary

Expenditures and Reserves

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Doenges Memorial Stadium	\$ -	\$ -	\$ -	\$ -
Transfer to: General Fund	<u>14,171</u>	<u>2,134</u>	<u>2,134</u>	<u>-</u>
Total Expenditures	<u>\$ 14,171</u>	<u>\$ 2,134</u>	<u>\$ 2,134</u>	<u>\$ -</u>

Revenues

<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Interest and Investment Income	\$ 84	\$ -	\$ -	\$ -
Fund Balance	<u>16,199</u>	<u>2,134</u>	<u>2,134</u>	<u>-</u>
Total Available for Appropriation	<u>\$ 16,283</u>	<u>\$ 2,134</u>	<u>\$ 2,134</u>	<u>\$ -</u>

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DEBT SERVICE FUND

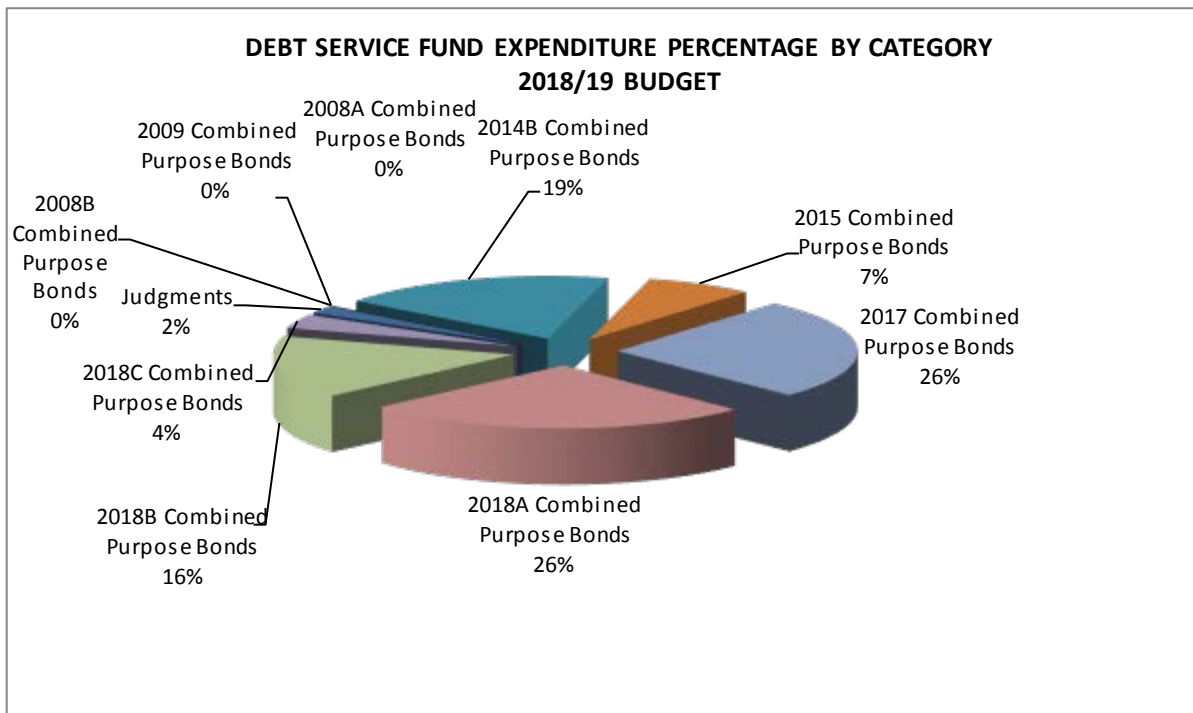
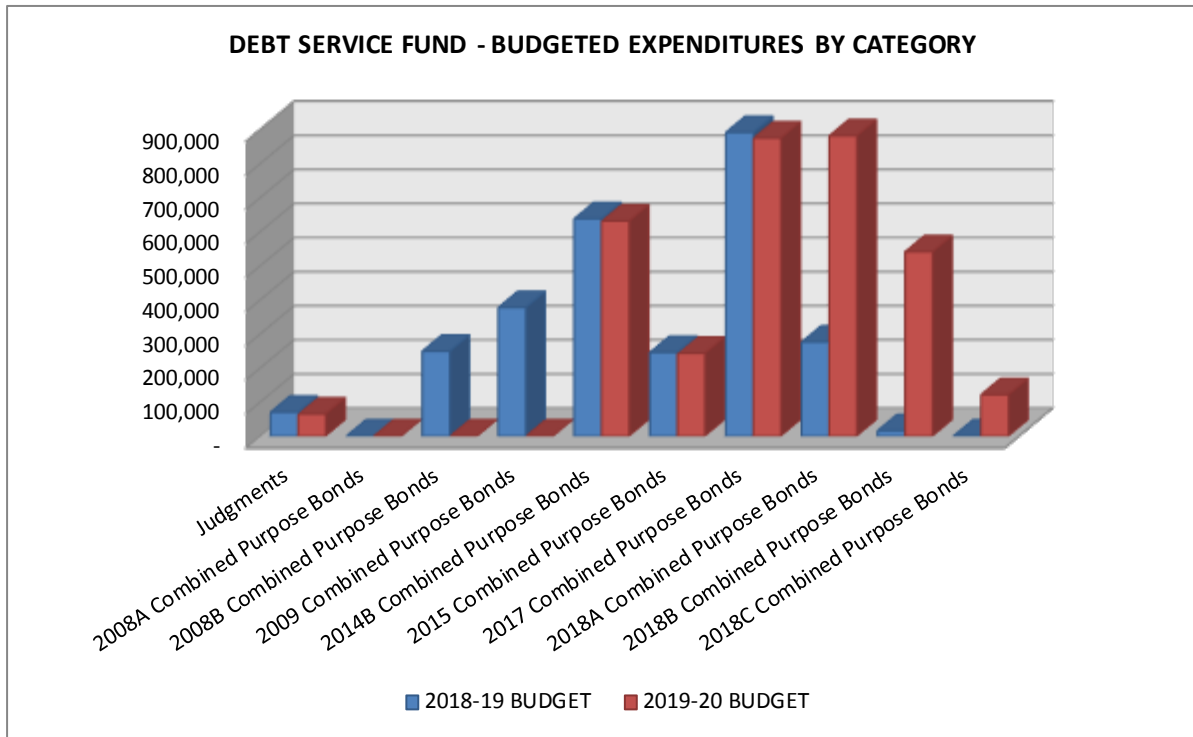


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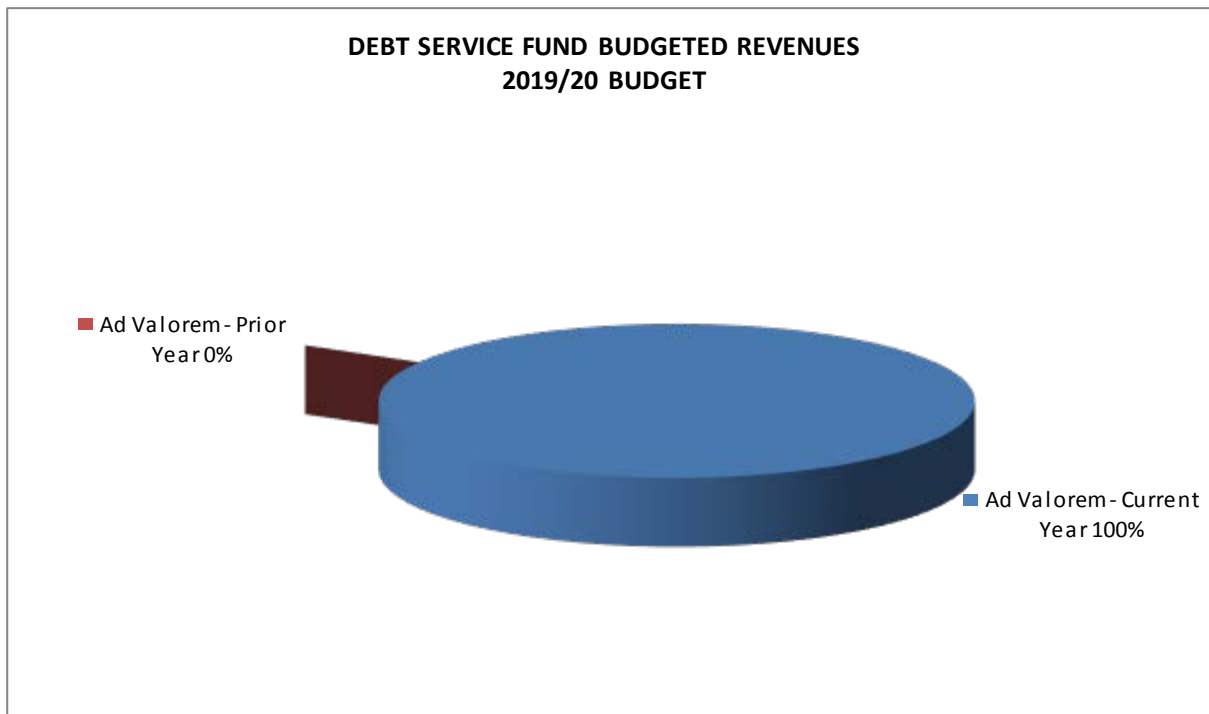
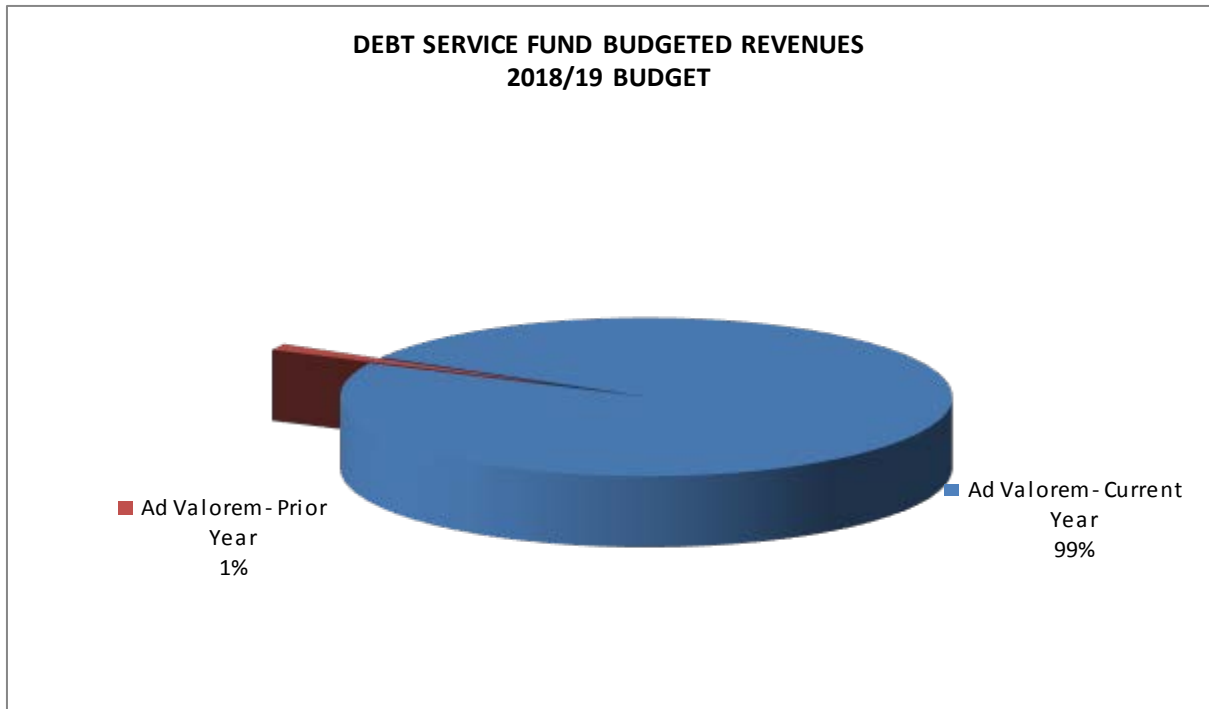
CITY OF BARTLESVILLE

2019-20 Operating Budget

Debt Service Fund – Expenditure Graphs



CITY OF BARTLESVILLE
2019-20 Operating Budget
Debt Service Fund – Revenue Graphs



CITY OF BARTLESVILLE

2019-20 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.

2019 Accomplishments: N/A

2020 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
2019-20 Operating Budget
Debt Service Fund – Summary by Function or Source

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Judgments	\$ 25,961	\$ 70,000	\$ 70,000	\$ 65,000
2008A Combined Purpose Bonds	496,450	-	-	-
2008B Combined Purpose Bonds	233,238	249,250	249,250	-
2009 Combined Purpose Bonds	365,293	377,106	377,106	-
2010 Combined Purpose Bonds	725,003	748,205	748,205	-
2012 Combined Purpose Bonds	357,520	353,313	353,313	349,485
2014 Combined Purpose Bonds	185,670	184,020	184,020	181,545
2014B Combined Purpose Bonds	643,963	637,638	637,638	631,313
2015 Combined Purpose Bonds	247,940	245,740	245,740	243,265
2017 Combined Purpose Bonds	66,150	891,300	891,300	874,800
2018A Combined Purpose Bonds	-	276,138	276,138	881,300
2018B Combined Purpose Bonds	-	15,900	15,900	541,050
2018C Combined Purpose Bonds	-	-	-	121,550
Total Expenditures	\$ 3,347,188	\$ 4,048,610	\$ 4,048,610	\$ 3,889,308

Revenues

REVENUE BY SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Ad Valorem - Current Year	\$ 4,027,233	\$ 3,707,577	\$ 3,830,863	\$ 3,889,308
Ad Valorem - Prior Year	61,630	48,995	-	-
Proceeds from Issuance of Debt	193,699	-	-	-
Fund Balance	2,850,467	3,174,179	3,740,556	3,522,809
Total Available for Appropriation	\$ 7,133,029	\$ 6,930,751	\$ 7,571,419	\$ 7,412,117

CAPITAL PROJECTS FUNDS

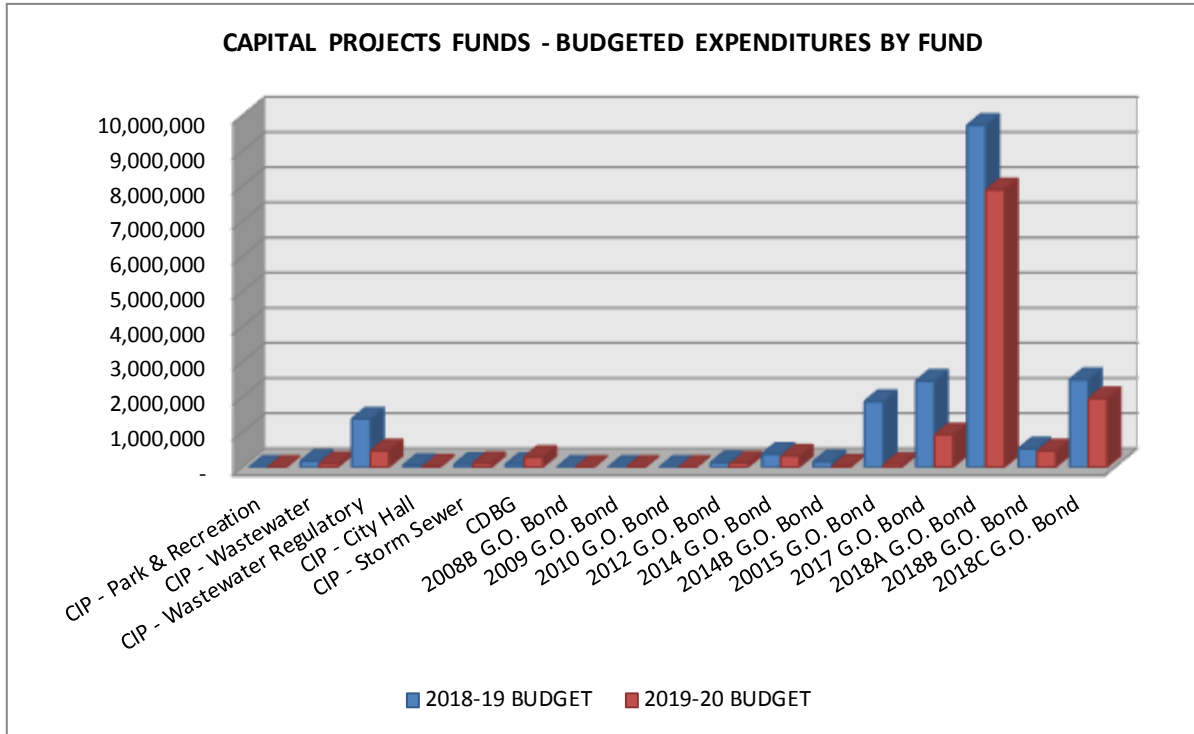


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CITY OF BARTLESVILLE

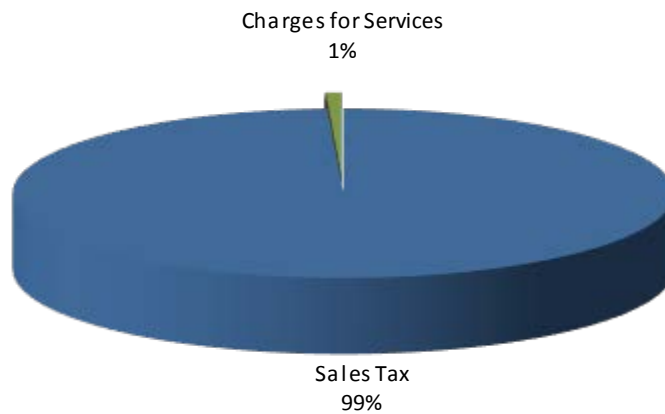
2019-20 Operating Budget

Capital Projects Funds – Expenditure Graph

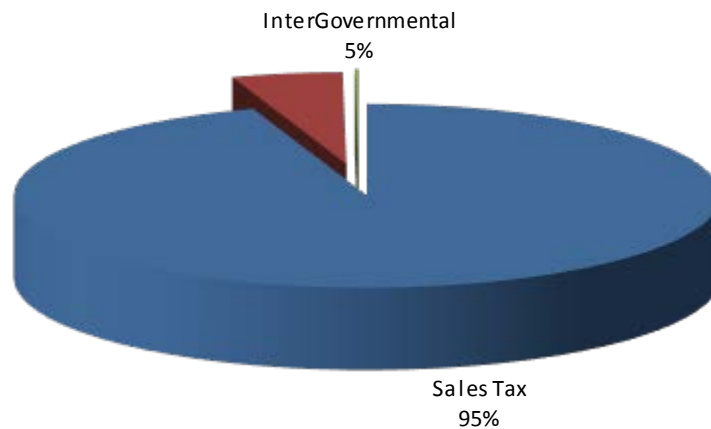


CITY OF BARTLESVILLE
2019-20 Operating Budget
Capital Projects Funds – Revenue Graphs

**CAPITAL PROJECTS FUNDS BUDGETED REVENUES
2018/19 BUDGET**



**CAPITAL PROJECTS FUNDS BUDGETED REVENUES
2019/20 BUDGET**



CITY OF BARTLESVILLE
 2019-20 Operating Budget
 Capital Projects Funds – Summary by Fund or Source

Expenditures and Reserves

EXPENDITURES BY FUND	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
CIP - Sales Tax	\$ 2,694,419	\$ 5,092,505	\$ 2,001,694	\$ 6,610,271
CIP - Wastewater	35,584	175,220	116,054	107,661
CIP - Wastewater Regulatory	1,560,106	1,377,316	1,111,769	471,908
CIP - City Hall	108,183	55,019	23,225	37,076
CIP - Storm Sewer	4,110	86,342	26,633	112,656
CDBG	155,561	84,125	84,125	291,060
2008B G.O. Bond	-	-	-	89
2009 G.O. Bond	11,320	2,636	2,636	4,172
2010 G.O. Bond	-	410	410	-
2012 G.O. Bond	7,914	136,447	2,500	126,062
2014 G.O. Bond	851,876	374,904	284,000	326,207
2014B G.O. Bond	130,899	161,745	80,276	40,970
20015 G.O. Bond	54,095	1,875,164	1,790,450	82,575
2017 G.O. Bond	520,609	2,456,901	1,550,039	930,863
2018A G.O. Bond	134,047	9,732,932	1,695,565	7,898,753
2018B G.O. Bond	46,080	528,156	7,650	471,439
2018C G.O. Bond	-	2,500,000	540,610	1,959,390
Total Expenditures and Reserves	\$ 6,314,803	\$24,639,822	\$ 9,317,636	\$ 19,471,152

Revenues

REVENUE BY SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Sales Tax	\$ 2,679,550	\$ 2,706,040	\$ 2,743,573	\$ 2,743,573
Intergovernmental	155,561	-	239,827	147,000
Charges for Services	112,015	21,049	45,103	5,000
Interest and Investment Income	115,285	-	47,222	-
Donations and Miscellaneous	368,398	-	14,000	-
Fund Balance	8,787,849	6,309,274	10,248,374	6,245,997
Total Available for Appropriation	\$12,218,658	\$ 9,036,363	\$13,338,099	\$ 9,141,570

CITY OF BARTLESVILLE
2019-20 Operating Budget
Capital Projects Funds – Capital Outlay Summary

Capital

<i>EXPENDITURES BY FUND & DEPARTMENT</i>	<i>2019-20 BUDGETED CAPITAL EXPENDITURES</i>
CIP - Sales Tax Fund:	
General Services	\$ 25,000
Engineering	7,378
Police	310,000
Storm Sewer	1,800,000
Street	3,585,000
Park and Recreation	532,000
<i>Total CIP - Sales Tax</i>	6,259,378
CIP - Wastewater Regulatory Fund:	
Wastewater Maintenance	270,000
CIP - City Hall:	
General Services	25,000
CIP - Storm Sewer Fund:	
Storm Sewer	112,656
CDBG Fund:	
Street	147,000
2008B GO Bond Fund:	
Parks & Recreation	89
2009 GO Bond Fund:	
Street	4,172
2012 GO Bond Fund:	
Sooner Pool	126,062
2014 GO Bond Fund:	
Street	326,207
2014B GO Bond Fund:	
Police	29,970
Park and Rec	11,000
<i>Total 2014B GO Bond</i>	40,970
2015 GO Bond Fund:	
Street	82,575
2017 GO Bond Fund:	
Street	598,363
Park and Recreation	332,500
<i>Total 2017 GO Bond</i>	930,863
2018A GO Bond Fund:	
Library	180,000
Park and Recreation	5,557,600
Street	2,000,000
<i>Total 2018A GO Bond</i>	7,737,600
2018B GO Bond Fund:	
Storm Sewer	471,439
2018C GO Bond Fund:	
Library	30,500
Street	1,848,000
Park and Recreation	80,000
<i>Total 2018C GO Bond</i>	1,958,500
Total Expenditures	\$ 18,492,511

CITY OF BARTLESVILLE

2019-20 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.

2019 Accomplishments:

- Managed design of Downtown Drainage Improvement
- Managed design of Price Road Rehab and completed construction
- Completed design of Stonewall, Shawnee, and 16th St Concrete Rehab
- Complete design of the Ohio Asphalt Rehab
- Completed design and construction of Pathfinder improvements between the trailhead at Cherokee Bridge and Johnstone Park associated with a 2018 GO Bond Kiddie Park project

2020 Objectives:

- Complete construction of the Downtown Drainage Improvement project
- Complete construction of the Stonewall, Shawnee and 16th Street Concrete Rehabilitation project
- Complete construction of the Ohio Asphalt Rehab
- Complete design and construction of FY 19-20 Preventative Maintenance Street projects not yet selected
- Select consultant and complete design of the Hillcrest Drive project between 18th and the Caney River

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

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


2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$2,694,419	\$5,092,505	\$2,001,694	\$6,610,271	\$6,610,271

CITY OF BARTLESVILLE
2019-20 Operating Budget
CIP Sales Tax Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Building Maintenance	\$ -	\$ 33,845	\$ 33,485	\$ -
General Services	581,860	106,553	25,535	25,000
Engineering	7,378	7,378	7,378	7,378
Fire	185,446	28,390	-	-
Police	230,403	300,000	293,626	310,000
Storm Sewer	29,992	2,200,000	400,000	1,800,000
Street	1,424,620	1,434,892	897,257	3,585,000
Park and Recreation	234,720	728,669	314,413	532,000
Municipal Golf Course	-	30,000	30,000	-
Unallocated	-	222,778	-	350,893
Total Expenditures	<u><u>\$ 2,694,419</u></u>	<u><u>\$ 5,092,505</u></u>	<u><u>\$ 2,001,694</u></u>	<u><u>\$ 6,610,271</u></u>

Revenues

REVENUE BY SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Sales Tax	\$ 2,679,550	\$ 2,706,040	\$ 2,743,573	\$ 2,743,573
Intergovernmental	-	-	155,702	-
Interest and Investment Income	28,873	-	32,832	-
Donations and Miscellaneous	368,398	-	14,000	-
Fund Balance	<u>1,107,244</u>	<u>2,059,738</u>	<u>2,922,285</u> 	<u>3,866,698</u>
Total Available for Appropriation	<u><u>\$ 4,184,065</u></u>	<u><u>\$ 4,765,778</u></u>	<u><u>\$ 5,868,392</u></u>	<u><u>\$ 6,610,271</u></u>

CITY OF BARTLESVILLE
2019-20 Operating Budget
CIP Sales Tax Fund Capital Outlay Detail

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
160	N/A	3/4 Ton Pickup 4x4 Super Crew	\$ -	\$ 33,845	\$ 33,485	\$ -
		Total Building Maintenance	-	33,845	33,485	-
170	17001	City Hall Elevator	127,635	76,620	8,535	-
170	17002	Misc. Facility & Building Upgrades	2,086	25,000	17,000	25,000
170	17003	Replace Community Center Boilers	174,773	4,933	-	-
170	17004	CDBG project	277,366	-	-	-
		Total General Services	581,860	106,553	25,535	25,000
190	17005	Update City Wide Aerials	7,378	7,378	7,378	7,378
		Total Engineering	7,378	7,378	7,378	7,378
250	18001	Additional Funds for Fire Truck	179,766	28,390	-	-
250	18028	Thermal Imaging Camera	5,680	-	-	-
		Total Fire	185,446	28,390	-	-
270	13045	Public Safety Complex	3,014	-	-	-
270	16006	7 Patrol Cars	9,400	-	-	-
270	18002	Police Department Vehicles	211,553	210,000	210,000	210,000




CITY OF BARTLESVILLE
2019-20 Operating Budget
CIP Sales Tax Fund Capital Outlay Detail

Capital Outlay Schedule
(continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
270	17011	Fabricate new police memorial & flag poles	-	50,000	57,000	-
270	17012	Demolition old Police Station and construct	6,436	40,000	1,626	100,000
270	19031	Body Worn Cameras	-	-	25,000	-
		Total Police	230,403	300,000	293,626	310,000
327	18003	East Downtown Storm Drain Impv	29,992	2,200,000	400,000	1,800,000
		Total Storm Sewer	29,992	2,200,000	400,000	1,800,000
328	10019	Light/Landscaping Dewey between 2nd & 4th	138	-	-	-
328	13007	Light and Landscaping Imprv on 2nd Street	213,794	206,115	282,198	-
328	N/A	Skid Steer	-	-	62,540	-
328	15010	Price Fields Phase 2 Quad	1,172	-	-	-
328	15018	Rehab Sirocco- Virginia Ave to Oakpark Rd	32,848	-	-	-
328	16019	Osage rehab	179,600	-	-	-
328	16020	Rogers rehab	125,000	-	-	-
328	16021	Spruce rehab	76,118	-	-	-
328	17016	Bridge Repairs	-	50,000	-	50,000
328	17056	Nebraska Rehab- Hwy 75 & Meadowlark	421,663	-	-	-
328	17057	Choctaw Rehab- Adams Blvd & Frank Phillip	75,590	-	103	-
328	17058	Penn Rehab between 14th St & Lannom	100,000	-	-	-
328	17059	Castle Rehab between Adams & Baylor	165,874	-	103	-
328	18054	CMT Wyandotte Ext	32,823	-	-	-
328	N/A	Dump Trucks w/ Snow Equipment (2)	-	135,000	-	-
328	16025	Safe Routes to School	-	-	155,702	-
328	New	Preventative Maintenance Street Projects	-	908,777	391,000	500,000
328	New	Hillcrest Drive (Engineering Design)	-	135,000	-	135,000
328	New	Hillcrest Drive Const	-	-	-	2,200,000
328	New	Preventative Maintenance Street Projects	-	-	5,611	700,000
		Total Street	1,424,620	1,434,892	897,257	3,585,000

CITY OF BARTLESVILLE
2019-20 Operating Budget
CIP Sales Tax Fund Capital Outlay Detail

Capital Outlay Schedule
(continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
431	04006	MJ Lee Lake Improvements	20,711	10,669	10,669	-
431	13011	Pathfinder Parkway Trail Connection	-	90,000	-	90,000
431	13087	Playground Equipment at Price Fields	23,182	-	-	-
431	15010	Price Fields Phase 2 quad & parking E&D	95,002	-	-	-
431	16001	Johnstone Park Skate Park Expansion	25,045	25,000	-	25,000
431	16003	CDBG project	15,045	-	-	-
431	17004	CDBG project	12,234	-	-	-
431	17018	Pathfinder Improvements	-	450,000	180,000	270,000
431	17067	Relocation of Concession Stand	42,563	-	-	-
431	18052	CDBG project	-	85,000	123,744	-
431	New	CDBG project 2018	-	68,000	-	68,000
431	New	CDBG project 2019	-	-	-	79,000
		Total Park and Rec	234,720 	728,669 	314,413 	532,000
445		Golf Course - Bunker Repair	-	30,000	30,000	-
		Total Adams Golf Course	-	30,000	30,000	-
TOTAL			<u>\$ 2,694,419</u>	<u>\$ 4,869,727</u>	<u>\$ 2,001,694</u>	<u>\$ 6,259,378</u>

CITY OF BARTLESVILLE
 2019-20 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.

2019 Accomplishments: • Completed repairs to the Tuxedo Channel Monster

2020 Objectives: • No projects are proposed from this fund

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

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$35,584	\$175,220	\$116,054	\$107,661	\$107,661

CITY OF BARTLESVILLE
2019-20 Operating Budget
CIP Wastewater Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Wastewater Maintenance	\$ 35,584	\$ 118,910	\$ 116,054	\$ -
Unallocated	<u>-</u>	<u>56,310</u>	<u>-</u>	<u>107,661</u>
Total Expenditures	<u>\$ 35,584</u>	<u>\$ 175,220</u>	<u>\$ 116,054</u>	<u>\$ 107,661</u>

Revenues

REVENUE BY SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Charges for Services	\$ 42,800	\$ -	\$ 15,877	\$ -
Interest and Investment Income	<u>2,367</u>	<u>-</u>	<u>2,414</u>	<u>-</u>
Fund Balance	<u>214,131</u>	<u>91,310</u>	<u>223,715</u>	<u>107,661</u>
Total Available for Appropriation	<u>\$ 259,298</u>	<u>\$ 91,310</u>	<u>\$ 242,006</u>	<u>\$ 107,661</u>

CITY OF BARTLESVILLE
2019-20 Operating Budget
CIP Wastewater Fund Capital Outlay Detail

**FUND 453 CIP - WASTEWATER
ALL DEPARTMENTS**

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
710	16008	Replace WWTP Equalizer Basin Liner	\$ -	\$ -	\$ -	\$ -
710	17020	Replacement of RAS Pump	-	-	-	-
710	18004	Sluice Gate Repairs WWTP	-	-	-	-
710	18005	Replace Suction Valve	9,584	-	-	-
710	18006	Repair #2 Raw Pump	-	55,636	55,636	-
710	18007	Channel Monster Grinder Rehab	26,000	63,274	60,418	-
TOTAL			\$ 35,584	\$ 118,910	\$ 116,054	\$ -

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments:

- Completed phase 1 of the Harvard and Brookline Sewer Line Replacement project

2020 Objectives:

- Complete phase 2 of the Harvard and Brookline Sewer Line Replacement project

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

FUND 454 CIP - WASTEWATER REGULATORY

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$1,560,106	\$1,377,316	\$1,111,769	\$471,908	\$471,908

CITY OF BARTLESVILLE
2019-20 Operating Budget
CIP Wastewater Regulatory Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Chickasaw Wastewater Treatment Plant	\$ 337,845	\$ 330,255	\$ 330,255	\$ -
Wastewater Maintenance	967,019	1,047,061	781,514	270,000
Transfer out to BMA - Water	255,242	-	-	-
Unallocated	-	-	-	201,908
Total Expenditures	\$ 1,560,106	\$ 1,377,316	\$ 1,111,769	\$ 471,908

Revenues

REVENUE BY SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Interest and Investment Income	\$ 18,405	\$ -	\$ 10,000	\$ -
Grants	150,000	-	-	-
Fund Balance	1,359,501	269,361	1,573,677	471,908
Total Available for Appropriation	\$ 1,527,906	\$ 269,361	\$ 1,583,677	\$ 471,908

CITY OF BARTLESVILLE
2019-20 Operating Budget
CIP Wastewater Regulatory Fund Capital Outlay Detail

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

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
710	18039	Engineer & Design for WWTP & Water Reuse	\$ 337,845	\$ 330,255	\$ 330,255	\$ -
		Total CWWTP	337,845	330,255	330,255	-
715	16010	Const Collection System Imp Phase 6	5,750	-	-	-
715	17021	Const Collection System Imp Phase 7	857,971	-	-	-
715	18008	Brookline/Harvard Sewer Line replacement	103,298	1,047,061	781,514	270,000
		Total Wastewater Maintenance	967,019	1,047,061	781,514	270,000
TOTAL			\$ 1,304,864	\$ 1,377,316	\$ 1,111,769	\$ 270,000

CITY OF BARTLESVILLE

2019-20 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.

2019 Accomplishments: • Completed the City Hall Elevator Renovation project

2020 Objectives: • Continue to identify and complete projects to improve City Hall

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

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$108,183	\$55,019	\$23,225	\$37,076	\$37,076

CITY OF BARTLESVILLE
2019-20 Operating Budget
CIP City Hall Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
General Services	\$ 108,183	\$ 29,067	\$ 23,225	\$ 25,000
Unallocated	-	25,952	-	12,076
Total Expenditures	\$ 108,183	\$ 55,019	\$ 23,225	\$ 37,076

Revenues

REVENUE BY SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Interest and Investment Income	\$ 717	\$ -	\$ 519	\$ -
Charges for Service	20,736	21,049	26,301	5,000
Fund Balance	29,119	29,903	28,481	32,076
Total Available for Appropriation	\$ 50,572	\$ 50,952	\$ 55,301	\$ 37,076

CITY OF BARTLESVILLE
2019-20 Operating Budget
CIP City Hall Fund Capital Outlay Detail

**FUND 455 CIP CITY HALL
ALL DEPARTMENTS**

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
170	N/A	HVAC Improvements	\$ 5,478	\$ -	\$ -	\$ -
	17022	City Hall Elevator Improvements	89,184	4,067	4,067	-
	18009	City Hall Break Room	3,681	-	-	-
	18010	Misc City Hall Improvements and Repairs	9,840	25,000	19,158	25,000
TOTAL			<u>\$ 108,183</u>	<u>\$ 29,067</u>	<u>\$ 23,225</u>	<u>\$ 25,000</u>

CITY OF BARTLESVILLE
 2019-20 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.

2019 Accomplishments: • Identified and completed the Braddock Drainage project utilizing City Staff for construction and Storm Sewer Funds for purchasing materials

2020 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

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$4,110	\$86,342	\$26,633	\$112,656	\$112,656

CITY OF BARTLESVILLE
2019-20 Operating Budget
CIP Storm Sewer Fund – Expenditure and Revenue Summary

Expenditures and Reserves

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Storm Sewer	\$ 4,110	\$ 86,342	\$ 26,633	\$ 112,656
Total Expenditures	\$ 4,110	\$ 86,342	\$ 26,633	\$ 112,656

Revenues

<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Charges for Services	\$ 48,479	\$ -	\$ 2,925	\$ -
Interest and Investment Income	1,204	-	1,456	-
Fund Balance	89,334	86,342	134,908	112,656
Total Available for Appropriation	\$ 139,017	\$ 86,342	\$ 139,289	\$ 112,656

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 CIP Storm Sewer Fund Capital Outlay Detail

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

Capital Outlay Schedule

<i>DEPARTMENT</i>	<i>PROJECT NUMBER</i>	<i>DESCRIPTION</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
327	N/A	Misc Storm Sewer Improvements	<u>\$ 4,110</u>	<u>\$ 86,342</u>	<u>\$ 26,633</u>	<u>\$ 112,656</u>
TOTAL			<u><u>\$ 4,110</u></u>	<u><u>\$ 86,342</u></u>	<u><u>\$ 26,633</u></u>	<u><u>\$ 112,656</u></u>

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments: • Completed construction of the 2017 CDBG project, Johnstone Park Pavilion Phase IV

2020 Objectives: • Apply for and receive approval of funding for 2019 CDBG project

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

FUND 467 CDBG

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$155,561	\$84,125	\$84,125	\$291,060	\$291,060

CITY OF BARTLESVILLE

2019-20 Operating Budget

Community Development Block Grant Fund – Expenditure and Revenue Summary

Expenditures and Reserves

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Street	\$ 155,561	\$ 84,125	\$ 84,125	\$ 147,000
Transfer CIP Sales Tax	-	-	-	144,060
Total Expenditures	\$ 155,561	\$ 84,125	\$ 84,125	\$ 291,060

Revenues

<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Intergovernmental	\$ 155,561	\$ -	\$ 84,125	\$ 147,000
Fund Balance	2,676	-	144,060	144,060
Total Available for Appropriation	\$ 158,237	\$ -	\$ 228,185	\$ 291,060

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 Community Development Block Grant Fund Capital Outlay Detail

**FUND 467 CIP - CDBG
ALL DEPARTMENTS**

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
328	N/A	CDBG	\$ 155,561	\$ -	\$ -	\$ -
328	N/A	CDBG 2017	-	84,125	84,125	-
328	13016	CDBG 2018	-	-	-	68,000
328	16026	CDBG 2019	-	-	-	79,000
TOTAL			\$ 155,561	\$ 84,125	\$ 84,125	\$ 147,000

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments: • All monies have been expended from this fund

2020 Objectives: • All monies have been expended from this fund

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

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$ -	\$0	\$0	\$89	\$89

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 2008B G.O. Bond Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Parks & Recreation	\$ -	\$ -	\$ -	\$ 89
Unallocated	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ 89

Revenues

REVENUE BY SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Interest and Investment Income	\$ 1	\$ -	\$ 1	\$ -
Fund Balance	87	88	88	89
Total Available for Appropriation	\$ 88	\$ 88	\$ 89	\$ 89

CITY OF BARTLESVILLE
2019-20 Operating Budget
2008B G.O. Bond Fund Capital Outlay Detail

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

Capital Outlay Schedule

<i>DEPARTMENT</i>	<i>PROJECT NUMBER</i>	<i>DESCRIPTION</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
431	N/A	Misc Park Improvements	\$ -	\$ -	\$ -	\$ 89
TOTAL			<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 89</u>

CITY OF BARTLESVILLE

2019-20 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.

2019 Accomplishments: • All monies have been expended from this fund

2020 Objectives: • All monies have been expended from this fund

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

FUND 475 2009 G.O. BOND

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$11,320	\$2,636	\$2,636	\$4,172	\$4,172

CITY OF BARTLESVILLE
2019-20 Operating Budget
2009 G.O. Bond Fund – Expenditure and Revenue Summary

Expenditures and Reserves

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Street	\$ 11,320	\$ 2,636	\$ 2,636	\$ 4,172
Unallocated	-	-	-	-
Total Expenditures	<u>\$ 11,320</u>	<u>\$ 2,636</u>	<u>\$ 2,636</u>	<u>\$ 4,172</u>

Revenues

<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Interest and Investment Income	\$ 148	\$ -	\$ -	\$ -
Fund Balance	17,981	2,636	6,808	4,172
Total Available for Appropriation	<u>\$ 18,129</u>	<u>\$ 2,636</u>	<u>\$ 6,808</u>	<u>\$ 4,172</u>

CITY OF BARTLESVILLE

2019-20 Operating Budget 2010 G.O. Bond Fund– Summary

Fund Mission: N/A

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

2019 Accomplishments:

- All monies have been expended from this fund

2020 Objectives:

- All monies have been expended from this fund

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

FUND 476 2010 G.O. BOND

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$0	\$410	\$410	\$0	\$0

CITY OF BARTLESVILLE
2019-20 Operating Budget
2010 G.O. Bond Fund – Expenditure and Revenue Summary

Expenditures and Reserves

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Street	\$ -	\$ 410	\$ 410	\$ -
Total Expenditures	\$ -	\$ 410	\$ 410	\$ -

Revenues

<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Interest and Investment Income	\$ 4	\$ -	\$ -	\$ -
Fund Balance	406	410	410	-
Total Available for Appropriation	\$ 410	\$ 410	\$ 410	\$ -

CITY OF BARTLESVILLE

2019-20 Operating Budget 2012 G.O. Bond Fund– Summary

Fund Mission: N/A

Fund Description: The 2012 G.O. Bond Fund was established to account for the 2012 General Obligation Bond proceeds that were dedicated to Information Technology, Public Safety, and Park and Recreation improvements.

2019 Accomplishments:

- No projects were completed in FY 18-19

2020 Objectives:

- Remaining funds are for resurfacing Sooner Pool. That project is on hold until the future of aquatics in Bartlesville is settled

Budget Highlights: The major expenditures in this fund are for Information Technology, Public Safety, and Park and Recreation improvement projects funded by 2012 bond issue.

FUND 477 2012 G.O. BOND

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$7,914	\$136,447	\$2,500	\$126,062	\$126,062

CITY OF BARTLESVILLE
2019-20 Operating Budget
2012 G.O. Bond Fund – Expenditure and Revenue Summary

Expenditures and Reserves

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Police	\$ 7,914	\$ -	\$ -	\$ -
Sooner Pool	-	136,447	2,500	126,062
Total Expenditures	\$ 7,914	\$ 136,447	\$ 2,500	\$ 126,062

Revenues

<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Interest and Investment Income	\$ 1,310	\$ -	\$ -	\$ -
Fund Balance	135,166	136,447	128,562	126,062
Total Available for Appropriation	\$ 136,476	\$ 136,447	\$ 128,562	\$ 126,062

CITY OF BARTLESVILLE
2019-20 Operating Budget
2012 G.O. Bond Fund Capital Outlay Detail

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

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
270	13046	A&E design of public safety complex	7,914	-	-	-
		Total Police	7,914	-	-	-
433	13055	Resurface Sooner & Construct Shade Struct	-	136,447	2,500	126,062
		Total Sooner Pool	-	136,447	2,500	126,062
TOTAL			\$ 7,914	\$ 136,447	\$ 2,500	\$ 126,062

CITY OF BARTLESVILLE

2019-20 Operating Budget 2014 G.O. Bond Fund– Summary

Fund Mission: N/A

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

2019 Accomplishments:

- Utilized savings to supplement CIP funds to design and construct the Palmetto Concrete Rehabilitation project. Design and construction were completed

2020 Objectives:

- Utilize remaining savings to supplement funding for future street projects

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

FUND 478 2014 G.O. BOND

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$851,876	\$374,904	\$284,000	\$326,207	\$326,207

CITY OF BARTLESVILLE
2019-20 Operating Budget
2014 G.O. Bond Fund – Expenditure and Revenue Summary

Expenditures and Reserves

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Street	\$ 701,779	\$ 374,904	\$ 284,000	\$ 326,207
Park and Rec	150,097	-	-	-
Total Expenditures	\$ 851,876	\$ 374,904	\$ 284,000	\$ 326,207

Revenues

<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Interest and Investment Income	\$ 8,671	\$ -	\$ -	\$ -
Fund Balance	556,791	374,904	610,207	326,207
Total Available for Appropriation	\$ 565,462	\$ 374,904	\$ 610,207	\$ 326,207

CITY OF BARTLESVILLE
2019-20 Operating Budget
2014 G.O. Bond Fund Capital Outlay Detail

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

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
328	15016	Rehab Moonlight and Skyline Drive	\$ 636,765	\$ -	\$ -	\$ -
328	15018	Rehab Sirroco Virginia Ave to Oakpark Rd	55,083	-	-	-
328	17056	Rehab Nebraska 75 to Meadowlark	9,931	-	-	-
328	19006	Preventative Maint. Street Projects	-	374,904	284,000	326,207
		Total Street	701,779	374,904	284,000	326,207
431	15019	Sooner Park playground and ADA Imprvmnt	150,097	-	-	-
		Total Park	150,097	-	-	-
TOTAL			\$ 851,876	\$ 374,904	\$ 284,000	\$ 326,207

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 2014B G.O. Bond Fund– Summary

Fund Mission: N/A

Fund Description: The 2014B G.O. Bond Fund was established to account for the 2012 General Obligation Bond proceeds that were dedicated to Information Technology, Public Safety, and Park and Recreation improvements

2019 Accomplishments:

- Demolished old Police building
- Made improvements to park restrooms

2020 Objectives:

- Complete park restroom improvements
- Fund materials purchase to construct a parking lot at the old police building location

Budget Highlights: The major expenditures in this fund are for Information Technology, Public Safety, Park and Recreation and Street improvement projects funded by 2014 bond issue.

FUND 479 2014B G.O. BOND

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$130,899	\$161,745	\$80,276	\$40,970	\$40,970

CITY OF BARTLESVILLE
2019-20 Operating Budget
2014B G.O. Bond Fund – Expenditure and Revenue Summary

Expenditures and Reserves

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Police	\$ 130,899	\$ 121,745	\$ 61,276	\$ 29,970
Park and Rec	-	40,000	19,000	11,000
Unallocated	-	-	-	-
Total Expenditures	<u>\$ 130,899</u>	<u>\$ 161,745</u>	<u>\$ 80,276</u>	<u>\$ 40,970</u>

Revenues

<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Interest and Investment Income	\$ 2,089	\$ -	\$ -	\$ -
Fund Balance	119,238	87,246	121,246	40,970
Total Available for Appropriation	<u>\$ 121,327</u>	<u>\$ 87,246</u>	<u>\$ 121,246</u>	<u>\$ 40,970</u>

CITY OF BARTLESVILLE
2019-20 Operating Budget
2014B G.O. Bond Fund Capital Outlay Detail

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
270	13045	Public Safty Complex	\$ 130,818	\$ -	\$ -	\$ -
270	17012	Demo of Old Police Station	81	121,745	61,276	29,970
		Total Police	130,899	121,745	61,276	29,970
431		Park restroom upgrades	-	40,000	19,000	11,000
431		Picnic tables and benches	-	-	-	-
		Total Park	-	40,000	19,000	11,000
TOTAL			\$ 130,899	\$ 161,745	\$ 80,276	\$ 40,970

CITY OF BARTLESVILLE

2019-20 Operating Budget 2015 G.O. Bond Fund– Summary

Fund Mission: N/A

Fund Description: The 2015 G.O. Bond Fund was established to account for the 2015 General Obligation Bond proceeds that were dedicated to Streets, and Adams Municipal Golf Course.

2019 Accomplishments:

- Completed design and construction of the Price Road Rehabilitation project
- Completed the Tuxedo Boulevard Rehabilitation project.
- Completed design of the Harvard and Hazel Asphalt Rehabilitation project

2020 Objectives:

- Construct the Harvard and Hazel Asphalt Rehabilitation project

Budget Highlights: The expenditures in this fund are for Public Safety and Misc equipment funded by 2015 bond issue.

FUND 480 2015 G.O. BOND

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$54,095	\$1,875,164	\$1,790,450	\$82,575	\$82,575

CITY OF BARTLESVILLE
2019-20 Operating Budget
2015 G.O. Bond Fund – Expenditure and Revenue Summary

Expenditures and Reserves

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Street	\$ 54,095	\$ 1,875,164	\$ 1,790,450	\$ 82,575
Total Expenditures	\$ 54,095	\$ 1,875,164	\$ 1,790,450	\$ 82,575

Revenues

<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Interest and Investment Income	\$ 19,380	\$ -	\$ -	\$ -
Fund Balance	1,907,741	1,076,271	1,873,025	82,575
Total Available for Appropriation	\$ 1,927,121	\$ 1,076,271	\$ 1,873,025	\$ 82,575

CITY OF BARTLESVILLE
2019-20 Operating Budget
2015 G.O. Bond Fund Capital Outlay Detail

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
328	17023	Price road Rehab	43,506	893,700	1,000,037	-
328	17024	Tuxedo Rehab	10,589	790,193	790,413	-
328	19003	Preventative Maint. Street Projects	-	191,271	-	82,575
328		Total Street	54,095	1,875,164	1,790,450	82,575
445	N/A	Machinery and Equipment	-	-	-	-
TOTAL			\$ 54,095	\$ 1,875,164	\$ 1,790,450	\$ 82,575

CITY OF BARTLESVILLE

2019-20 Operating Budget 2017 G.O. Bond Fund– Summary

Fund Mission: N/A

Fund Description: The 2017 G.O. Bond Fund was established to account for the 2017 General Obligation Bond proceeds that were dedicated to Fire, Streets, and Parks.

2019 Accomplishments:

- Completed design for pavilion at Sooner Park
- Completed playground improvements at Johnstone, Sooner, Douglas, and Robinwood Parks
- Utilized portion of savings cost from street projects to make improvements to Cherokee
- Completed design of the Hazel Road Asphalt rehab
- Completed design of the Stonewall Drive Concrete street rehab

2020 Objectives:

- Complete construction of Sooner Park pavilion
- Identify, design, and complete construction of Pathfinder improvements
- Complete construction of the Hazel Road Asphalt Rehab

Budget Highlights: The expenditures in this fund are for Fire, Park, and Street projects funded by the 2017 GO Bond issuance.

FUND 481 2017 G.O. BOND

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$520,609	\$2,456,901	\$1,550,039	\$930,863	\$930,863

CITY OF BARTLESVILLE
2019-20 Operating Budget
2017 G.O. Bond Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Fire	\$ 500,000	\$ -	\$ -	\$ -
Street	20,609	2,012,253	1,519,264	598,363
Park and Recreation	-	362,500	30,775	332,500
Unallocated	-	82,148	-	-
Total Expenditures	\$ 520,609	\$ 2,456,901	\$ 1,550,039	\$ 930,863

Revenues

REVENUE BY SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Interest and Investment Income	\$ 32,116	\$ -	\$ -	\$ -
Fund Balance	3,248,434	2,094,618	2,480,902	930,863
Total Available for Appropriation	\$ 3,280,550	\$ 2,094,618	\$ 2,480,902	\$ 930,863

CITY OF BARTLESVILLE
2019-20 Operating Budget
2017 G.O. Bond Fund Capital Outlay Detail

FUND 481 CIP - 2017 G.O. BOND FUND
ALL DEPARTMENTS

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
250	18011	Tel-a-Squirt Fire Truck	\$ 500,000	\$ -	\$ -	\$ -
		Total Fire	500,000	-	-	-
431	18012	Renovate and Expand Pathfinder	-	250,000	-	250,000
431	18014	Pavillions at Sooner and Civitan Parks	-	80,000	30,775	50,000
431	18015	6' Deck Mowers	-	32,500	-	32,500
		Total Park	-	362,500	30,775	332,500
328	16025	Safe Routes to School	395	-	-	-
328	18016	Rehab Johnstone Ave 14th to 17th	5,671	382,253	380,348	-
328	18018	Rehab Mountain Rd 2100 to Mountain	4,870	240,000	200,000	5,000
328	18019	Rehab Willow Crk, Arbor, Sooner Park, Fleet	9,673	1,140,000	783,916	10,000
328	19024	Kiddie Park Road Improvements	-	-	90,000	-
328	19003	Preventative Maint. Street Projects	-	250,000	65,000	583,363
		Total Street	20,609	2,012,253	1,519,264	598,363
TOTAL			\$ 520,609	\$ 2,374,753	\$ 1,550,039	\$ 930,863

CITY OF BARTLESVILLE
2019-20 Operating Budget
2018A G.O. Bond Fund– Summary

Fund Mission: N/A

Fund Description: The 2018A G.O. Bond Fund was established to account for the 2018 General Obligation Bond proceeds that were dedicated to Fire, Streets, Parks, Adams Municipal Golf Course, Library, and General Services.

2019 Accomplishments:

- Completed construction of the Pumper Fire Truck
- Started on Price Field Phase 3
- Updated lighting at Daniels Field
- Completed construction of the Kiddie Park Entrance and Gate

2020 Objectives:

- Complete Price Field Phase 3
- Begin and complete construction of Price Tower Green

Budget Highlights: The expenditures in this fund are projects for various departments funded by the 2018 GO Bond issuance.

FUND 482 2018A G.O. BOND

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$134,047	\$9,732,932	\$1,695,565	\$7,898,753	\$7,898,753

CITY OF BARTLESVILLE
2019-20 Operating Budget
2018A G.O. Bond Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Accounting and Finance	\$ 134,047	\$ 182,932	\$ -	\$ -
Fire	-	610,000	590,000	-
Tech Services	-	300,000	295,980	-
Library	-	180,000	-	180,000
General Services	-	20,000	19,185	-
Park and Recreation	-	6,340,000	690,400	5,557,600
Adams Municipal Golf Course	-	100,000	100,000	-
Street	-	2,000,000	-	2,000,000
Unallocated	-	-	-	161,153
Total Expenditures	\$ 134,047	\$ 9,732,932	\$ 1,695,565	\$ 7,898,753

Revenues

REVENUE BY SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Interest and Investment Income	\$ 3,366	\$ -	\$ -	\$ -
Proceeds from Issuance of Debt	9,725,000	-	-	-
Fund Balance	-	9,594,318	9,594,318	7,898,753
Total Available for Appropriation	\$ 9,728,366	\$ 9,594,318	\$ 9,594,318	\$ 7,898,753

CITY OF BARTLESVILLE
2019-20 Operating Budget
2018A G.O. Bond Fund Capital Outlay Detail

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
130	N/A	Issuance cost	\$ 134,047	\$ 182,932	\$ -	\$ -
		Total Accounting and Finance	134,047	182,932	-	-
250		Pumper Truck	-	610,000	590,000	-
		Total Fire	-	610,000	590,000	-
185	19019	Server Refresh	-	300,000	295,980	-
		Total Tech Services	-	300,000	295,980	-
421	19020	Library HVAC Upgrades	-	180,000	-	180,000
		Total Library	-	180,000	-	180,000
170	N/A	Christmas Lights for Downtown	-	20,000	19,185	-
		Total General Services	-	20,000	19,185	-
431	19021	Price Field Phase 3	-	3,600,000	238,400	3,361,600
431	19022	Price Tower Green	-	1,750,000	92,000	1,658,000
431	19023	Lighting at Daniels Field	-	350,000	258,000	-
431	19024	Kiddie Park Entrance and Gate	-	100,000	100,000	-
431	19025	Skate Park	-	350,000	2,000	348,000
431	19027	City Gateway Signage	-	100,000	-	100,000
431	19028	Park Signage	-	90,000	-	90,000
		Total Park	-	6,340,000	690,400	5,557,600
445	19026	Bunker Repair	-	100,000	100,000	-
		Total Golf Course	-	100,000	100,000	-
328	19029	Keeler-Cherokee/Adams-Hensley Mill & Overlay	-	2,000,000	-	2,000,000
		Total Street	-	2,000,000	-	2,000,000
TOTAL			\$ 134,047	\$ 9,732,932	\$ 1,695,565	\$ 7,737,600

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 2018B G.O. Bond Fund– Summary

Fund Mission: N/A

Fund Description: The 2018B G.O. Bond Fund was established to account for the 2018 General Obligation Bond proceeds that were dedicated to Storm Sewer.

2019 Accomplishments:

- Started design and construction of the Quail Place Tributary

2020 Objectives:

- Complete design and construction of the Quail Place Tributary

Budget Highlights: The expenditures in this fund are projects for Storm Sewer improvement projects funded by the 2018 GO Bond issuance.

FUND 483 2018B G.O. BOND

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$46,080	\$528,156	\$7,650	\$471,439	\$471,439

CITY OF BARTLESVILLE
2019-20 Operating Budget
2018B G.O. Bond Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Accounting and Finance	\$ 46,080	\$ 49,235	\$ -	\$ -
Storm Sewer	-	478,921	7,650	471,439
Unallocated	-	-	-	-
Total Expenditures	\$ 46,080	\$ 528,156	\$ 7,650	\$ 471,439

Revenues

REVENUE BY SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Interest and Investment Income	\$ 169	\$ -	\$ -	\$ -
Proceeds from Issuance of Debt	525,000	-	-	-
Fund Balance	-	-	479,089	471,439
Total Available for Appropriation	\$ 525,169	\$ -	\$ 479,089	\$ 471,439

CITY OF BARTLESVILLE
2019-20 Operating Budget
2018B G.O. Bond Fund Capital Outlay Detail

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
130	N/A	Issuance cost	\$ 46,080	\$ 49,235	\$ -	\$ -
		Total Accounting and Finance	46,080	49,235	-	-
327	19030	Quail Place Tributary	-	478,921	7,650	471,439
		Total Fire	-	478,921	7,650	471,439
TOTAL			\$ 46,080	\$ 528,156	\$ 7,650	\$ 471,439

CITY OF BARTLESVILLE
2019-20 Operating Budget
2018C G.O. Bond Fund– Summary

Fund Mission: N/A

Fund Description: The 2018C G.O. Bond Fund was established to account for the 2018 General Obligation Bond proceeds that were dedicated to Police, Streets, Parks, and Library.

2019 Accomplishments:

- Started the process of switching over the Police Department to a new software

2020 Objectives:

- Complete necessary work on the Library’s HVAC system
- Complete design for all street projects

Budget Highlights: The expenditures in this fund are for Police, Park, Street, and Library projects funded by the 2018 GO Bond issuance.

FUND 484 2018C G.O. BOND

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$0	\$2,500,000	\$540,610	\$1,959,390	\$1,959,390

CITY OF BARTLESVILLE
2019-20 Operating Budget
2018C G.O. Bond Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Accounting and Finance	\$ -	\$ 66,500	\$ 65,610	\$ -
Police	-	475,000	475,000	-
Library	-	30,500	-	30,500
Street	-	1,848,000	-	1,848,000
Park and Recreation	-	80,000	-	80,000
Unallocated	-	-	-	890
Total Expenditures	\$ -	\$ 2,500,000	\$ 540,610	\$ 1,959,390

Revenues

REVENUE BY SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Interest and Investment Income	\$ -	\$ 3,813	\$ -	\$ -
Proceeds from Issuance of Debt	-	2,500,000	2,500,000	-
Fund Balance	-	-	-	1,959,390
Total Available for Appropriation	\$ -	\$ 2,503,813	\$ 2,500,000	\$ 1,959,390

CITY OF BARTLESVILLE
2019-20 Operating Budget
2018C G.O. Bond Fund Capital Outlay Detail

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
130	N/A	Issuance cost	\$ -	\$ 66,500	\$ 65,610	\$ -
		Total Accounting and Finance	-	66,500	65,610	-
270	N/A	Police Software	-	475,000	475,000	-
		Total Police	-	475,000	475,000	-
421	N/A	Library HVAC	-	30,500	-	30,500
		Total Library	-	30,500	-	30,500
328	N/A	Street Projects	-	1,848,000	-	1,848,000
		Total Street	-	1,848,000	-	1,848,000
431	N/A	Play Ground & Memorial	-	80,000	-	80,000
		Total Park	-	80,000	-	80,000
TOTAL			\$ -	\$ 2,500,000	\$ 540,610	\$ 1,958,500

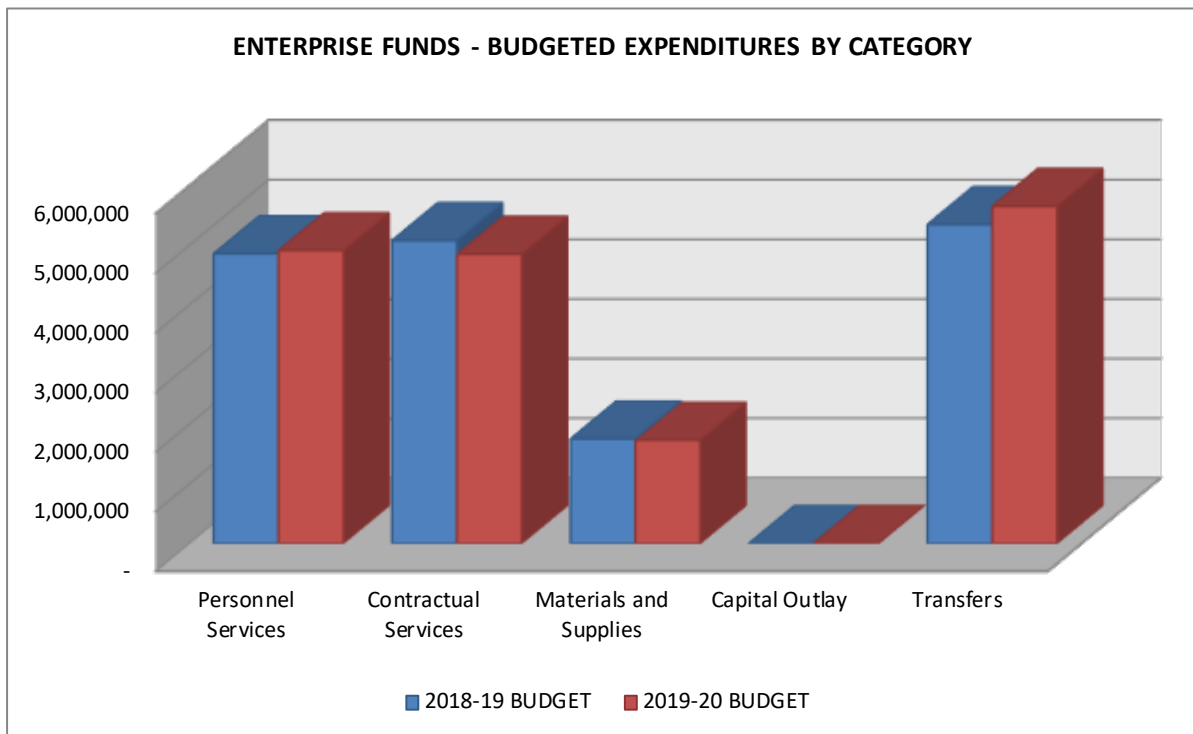
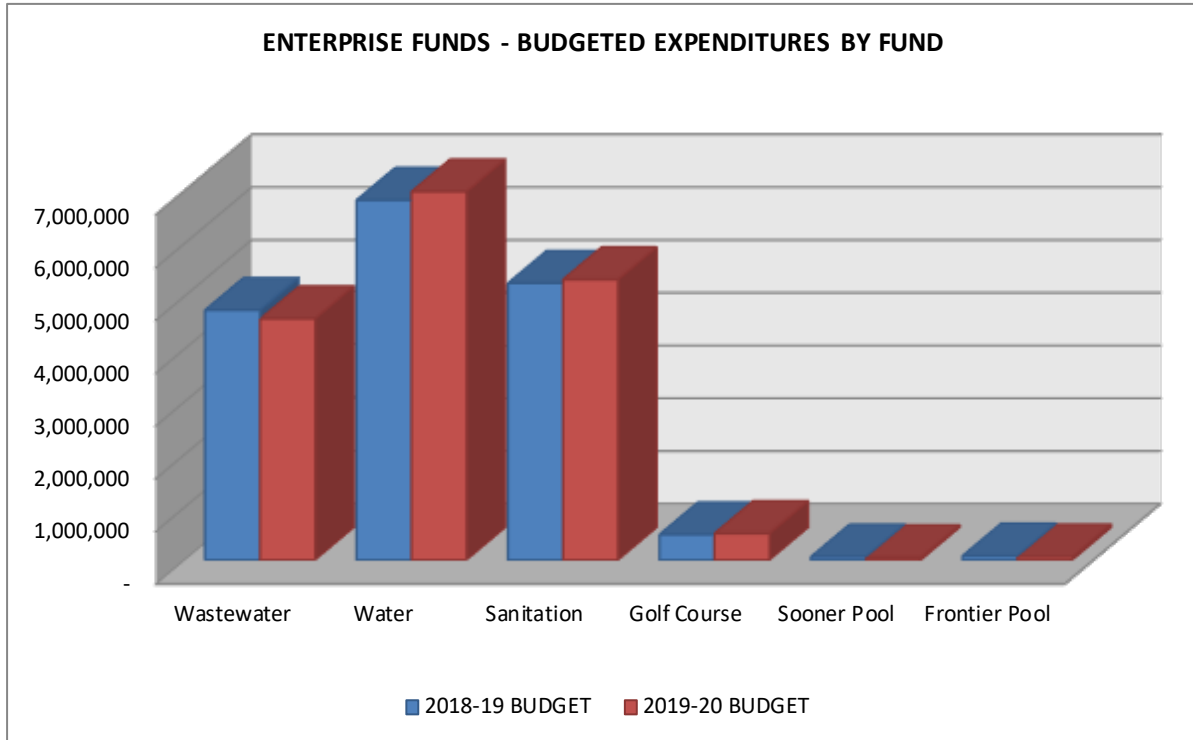
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ENTERPRISE FUNDS

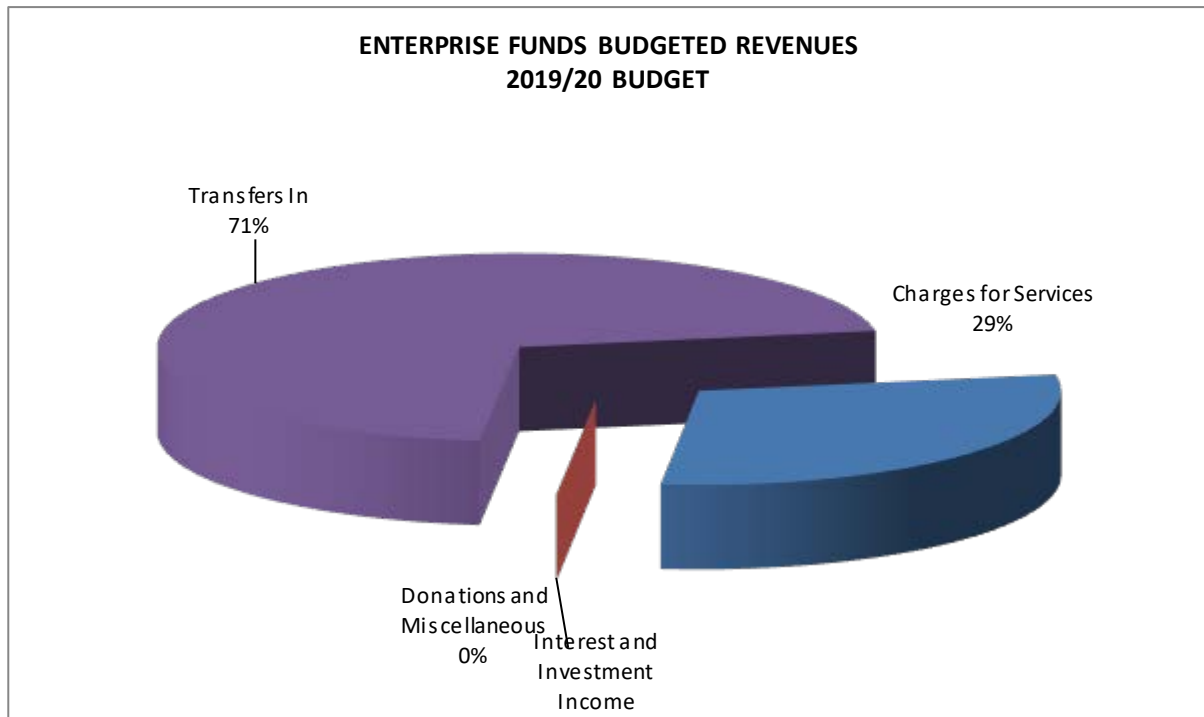
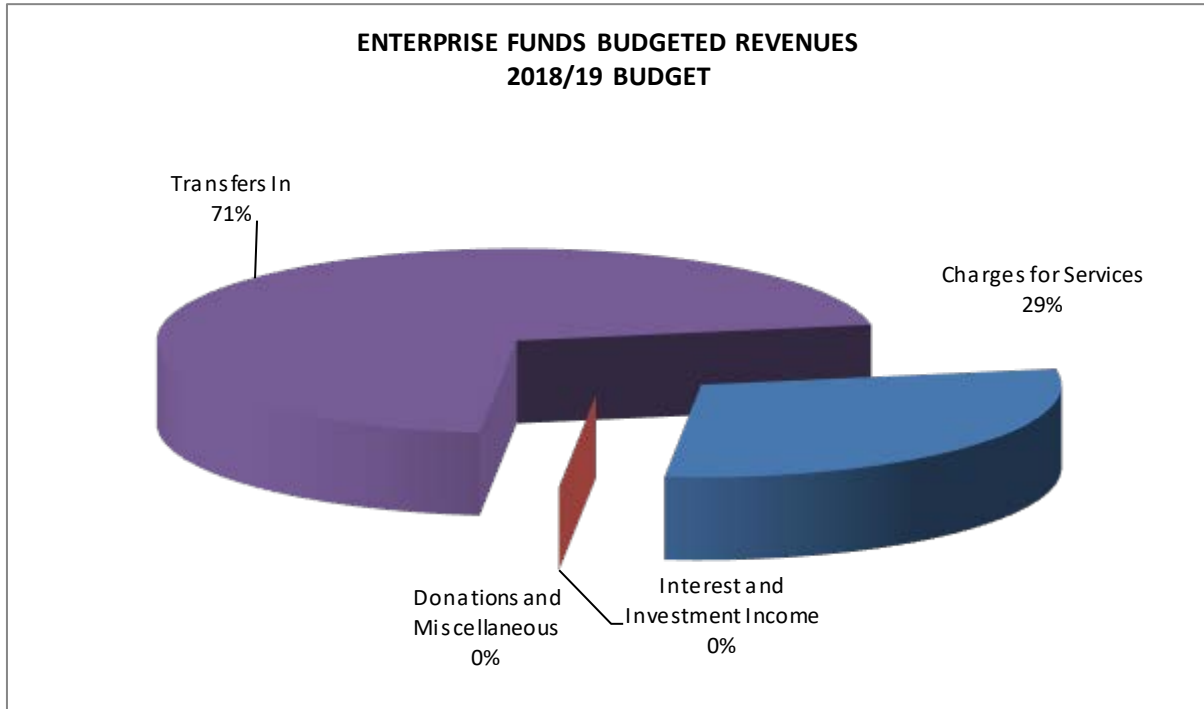


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CITY OF BARTLESVILLE
2019-20 Operating Budget
Enterprise Funds – Expenditure Graphs



CITY OF BARTLESVILLE
2019-20 Operating Budget
Enterprise Funds – Revenue Graphs



CITY OF BARTLESVILLE
2019-20 Operating Budget
Enterprise Funds – Summary by Fund or Source

Expenditures and Reserves

EXPENDITURES BY FUND	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Wastewater	\$ 4,155,009	\$ 4,738,001	\$ 4,585,109	\$ 4,577,622
Water	6,179,746	6,823,169	6,439,736	6,984,378
Sanitation	4,670,720	5,249,010	5,055,394	5,318,220
Golf Course	457,107	484,416	470,000	506,037
Sooner Pool	44,675	63,461	62,540	48,542
Frontier Pool	54,115	79,690	78,353	61,832
Total Expenditures and Reserves	\$ 15,561,372	\$ 17,437,747	\$ 16,691,132	\$ 17,496,631

Revenues

REVENUE BY SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Charges for Services	\$ 4,786,609	\$ 4,798,523	\$ 4,819,221	\$ 4,842,833
Interest and Investment Income	10,319	-	10,435	5,000
Donations and Miscellaneous	63,705	400	7,968	1,000
Transfer In: From General Fund	250,323	206,271	206,271	267,813
From BMA - Wastewater	4,097,567	4,520,780	4,638,654	4,577,622
From BMA - Water	6,137,691	6,789,324	6,438,207	6,737,055
Fund Balance	1,569,578	1,306,384	1,554,531	1,069,354
Total Available for Appropriation	\$ 16,915,792	\$ 17,621,682	\$ 17,675,287	\$ 17,500,677

CITY OF BARTLESVILLE
2019-20 Operating Budget
Enterprise Funds – Expenditure Summary by Line Item

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 3,207,088	\$ 3,291,000	\$ 3,102,434	\$ 3,253,000	\$ 3,253,000	\$ 3,253,000
51120 OVERTIME	61,503	93,000	55,063	93,000	93,000	93,000
51130 FICA	238,963	253,000	230,883	255,000	255,000	255,000
51140 GROUP INSURANCE	639,115	730,029	730,029	862,000	862,000	862,000
51150 DB RETIREMENT	406,535	366,000	340,847	295,000	295,000	295,000
51155 DC RETIREMENT	53,447	67,000	58,975	77,000	77,000	77,000
51170 WORKER'S COMPENSATION	96,456	57,316	57,316	73,920	73,920	73,920
51180 UNEMPLOYMENT COMP	-	-	-	-	-	-
TOTAL PERSONNEL SERVICES	\$ 4,703,107	\$ 4,857,345	\$ 4,575,547	\$ 4,908,920	\$ 4,908,920	\$ 4,908,920
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 75,418	\$ 71,850	\$ 67,976	\$ 85,250	\$ 78,250	\$ 78,250
52220 BAD DEBT WRITE-OFFS	4,110	-	-	-	-	-
52310 UTILITIES & COMMUNICATIONS	551,768	595,405	528,568	592,780	592,780	592,780
52410 PROFESSIONAL SERVICES	200,606	292,327	304,827	286,307	286,307	286,307
52510 OTHER SERVICES	944,201	1,206,822	1,201,684	1,147,000	1,147,000	1,147,000
52610 MAINT. & REPAIR SERVICE	414,208	376,756	336,051	350,950	360,950	360,950
52710 OPERATIONAL SERVICES	2,078,603	2,535,868	2,535,869	2,383,414	2,383,414	2,383,414
52810 INSURANCE & BONDS	-	-	239	-	-	-
52950 MISCELLANEOUS	-	-	-	-	-	-
TOTAL CONTRACTUAL SERVICES	\$ 4,268,914	\$ 5,079,028	\$ 4,975,214	\$ 4,845,701	\$ 4,848,701	\$ 4,848,701
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 9,416	\$ 8,500	\$ 12,450	\$ 12,350	\$ 12,350	\$ 12,350
53210 JANITORIAL SUPPLIES	8,044	8,200	6,962	8,200	8,200	8,200
53310 GENERAL SUPPLIES	678,209	794,786	823,249	797,691	797,691	797,691
53410 TOOLS & EQUIPMENT	61,194	72,200	159,597	69,700	69,700	69,700
53510 FUEL	198,381	200,150	202,575	202,900	202,900	202,900
53610 MAINT. & REPAIR MATERIALS	610,898	668,500	584,868	641,500	641,500	641,500
TOTAL MATERIALS & SUPPLIES	\$ 1,566,142	\$ 1,752,336	\$ 1,789,701	\$ 1,732,341	\$ 1,732,341	\$ 1,732,341

CITY OF BARTLESVILLE
2019-20 Operating Budget
Enterprise Funds – Expenditure Summary by Line Item
(continued)

CAPITAL OUTLAY	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
55930 OTHER IMPROVEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
55960 VEHICLES & EQUIPMENT	27,098	-	3,504	-	-	-
TOTAL CAPITAL OUTLAY	\$ 27,098	\$ -	\$ 3,504	\$ -	\$ -	\$ -
TRANSFERS OUT						
59101 GENERAL FUND	\$ 3,936,400	\$ 4,221,217	\$ 4,221,217	\$ 4,553,111	\$ 4,553,111	\$ 4,553,111
59663 AUTO COLLISION INSURANCE	397	75,000	75,000	50,000	50,000	50,000
59670 STABILIZATION RESERVE FUND	208,511	300,949	300,949	308,893	308,893	308,893
59675 CAPITAL RESERVE FUND	850,803	750,000	750,000	740,000	740,000	740,000
TOTAL TRANSFERS	\$ 4,996,111	\$ 5,347,166	\$ 5,347,166	\$ 5,652,004	\$ 5,652,004	\$ 5,652,004
TOTAL BUDGET	\$15,561,372	\$17,035,875	\$16,691,132	\$17,138,966	\$17,141,966	\$17,141,966

CITY OF BARTLESVILLE
2019-20 Operating Budget
Enterprise Funds – Personnel Summary

Personnel

PERSONNEL COUNTS BY DEPARTMENT	2017-18 ACTUAL FTEs	2018-19 BUDGETED FTEs	2018-19 ACTUAL FTEs	2019-20 BUDGETED FTEs
Wastewater Fund:				
Wastewater Maintenance	11	11	10.5	10.5
Water Fund:				
Water Plant	15	15	15	15
Water Administration	2	2	2	2
Water Distribution	21	21	20.5	20.5
<i>Total Water</i>	38	38	37.5	37.5
Sanitation Fund:				
Sanitation	31	31	31	31
Golf Course Fund:				
Municipal Golf Course	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>
Total Personnel	<u>83</u>	<u>83</u>	<u>82</u>	<u>82</u>

CITY OF BARTLESVILLE
2019-20 Operating Budget
Wastewater Operating Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE		2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Chickasaw Wastewater Treatment Plant		\$ 2,145,987	\$ 2,601,325	\$ 2,600,722	\$ 2,425,664
Wastewater Maintenance		852,185	801,097	732,943	732,193
Transfers Out:	To General	1,072,034	1,139,941	1,139,941	1,232,871
	To Auto Collision Insurance Fund	-	25,000	25,000	25,000
	To Stabilization Reserve Fund	-	86,503	86,503	87,815
	To Capital Reserve Fund	84,803	-	-	-
Reserves:	Contingency	-	63,704	-	63,157
	Compensated Absences Reserve	-	20,431	-	10,922
Total Expenditures and Reserves		\$ 4,155,009	\$ 4,738,001	\$ 4,585,109	\$ 4,577,622

Revenues

REVENUE BY SOURCE		2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Interest and Investment Income		\$ -	\$ -	\$ -	\$ -
Donations and Miscellaneous		50,202	-	4,351	-
Transfer In:	From BMA - Wastewater	4,097,567	4,520,780	4,638,654	4,577,622
Fund Balance		(85,506)	1	(57,896)	-
Total Available for Appropriation		\$ 4,062,263	\$ 4,520,781	\$ 4,585,109	\$ 4,577,622

CITY OF BARTLESVILLE

2019-20 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.

2019 Accomplishments:

- The Chickasaw Wastewater Treatment Plant treated over 2.7 Billion gallons of wastewater.
- Land applied 3.5 M gallons of 4.1% biosolids which equals 595.6 tons
- Monitored four (4) Significant Industrial Users under the City of Bartlesville Industrial Pretreatment Program
- Replaced two pumps at Hughes Fisher lift station with new vortex style pumps due to clogging issues
- Replaced 20hp pump No.2 at Virginia lift station due to mechanical failures, decreased efficiency and age of pump.
- Replaced the channel monster grinder unit at the Shawnee and Chickasaw lift station.
- Replaced grinder pump at 12th Street pump station due to pump failure
- Renewed the Oklahoma Pollutant Discharge Elimination System (OPDES) Permit for the wastewater treatment plant

CITY OF BARTLESVILLE

2019-20 Operating Budget

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

2020 Objectives:	<ul style="list-style-type: none">• Continue operation of the Chickasaw Wastewater Treatment Plant and land application of biosolids to meet all state and federal regulations• Continue monitoring and regulating significant industrial users to assure compliance with the City of Bartlesville Industrial Pretreatment Program• Continue development of the Fats, Oils and Grease (FOG) program under the City of Bartlesville Industrial Pretreatment Program• Replace farm tractor for land application of biosolids due to age and wear.• Repair burn tube in boiler on the No.1 sludge heater that has developed water leaks due to deterioration
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Budget Highlights: The major expenditures in this department are the contract with Veolia Water, Inc. and replacement structures and equipment.

FUND 509 WASTEWATER DEPT 710 CHICKASAW WASTEWATER TREATMENT PLANT

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$2,145,987	\$2,601,325	\$2,600,722	\$2,425,664	\$2,425,664

CITY OF BARTLESVILLE

2019-20 Operating Budget

Wastewater Operating Fund – Wastewater Treatment Plant – Line Item Detail

CONTRACTUAL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
52310 UTILITIES & COMMUNICATIONS	\$ 3,524	\$ 3,500	\$ 3,391	\$ 3,500	\$ 3,500	\$ 3,500
52510 OTHER SERVICES	20,084	27,157	26,742	23,750	23,750	23,750
52610 MAINT. & REPAIR SERVICE	43,776	34,800	34,570	15,000	15,000	15,000
52710 OPERATIONAL SERVICES	2,078,603	2,535,868	2,535,869	2,383,414	2,383,414	2,383,414
TOTAL CONTRACTUAL SERVICES	\$ 2,145,987	\$ 2,601,325	\$ 2,600,572	\$ 2,425,664	\$ 2,425,664	\$ 2,425,664
MATERIALS & SUPPLIES						
53610 MAINT. & REPAIR MATERIALS	\$ -	\$ -	\$ 150	\$ -	\$ -	\$ -
TOTAL MATERIALS & SUPPLIES	\$ -	\$ -	\$ 150	\$ -	\$ -	\$ -
TOTAL BUDGET	\$ 2,145,987	\$ 2,601,325	\$ 2,600,722	\$ 2,425,664	\$ 2,425,664	\$ 2,425,664

CITY OF BARTLESVILLE

2019-20 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.

2019 Accomplishments:

- Investigated 197 main line call outs, requested by property owners when their private service was backed up
- Responded to 38 sewer main line backups
- Jet cleaned and jet sawed 1,229,835 feet of sanitary sewer line.
- Completed Televised Inspection of 13,089 feet of sanitary sewer lines.
- Capped 21 sewer services for dilapidated structures
- Completed 62 main line point repairs, and 7 full line rehabilitations or new installations

2020 Objectives:

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

CITY OF BARTLESVILLE

2019-20 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

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$852,185	\$801,097	\$732,943	\$732,193	\$732,193

CITY OF BARTLESVILLE
2019-20 Operating Budget
Wastewater Operating Fund – Wastewater Maintenance – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 426,645	\$ 418,000	\$ 349,819	\$ 360,000	\$ 360,000	\$ 360,000
51120 OVERTIME	5,094	11,000	2,737	11,000	11,000	11,000
51130 FICA	31,595	32,000	25,973	29,000	29,000	29,000
51140 GROUP INSURANCE	87,994	96,751	96,751	114,000	114,000	114,000
51150 DB RETIREMENT	55,236	52,000	30,033	18,000	18,000	18,000
51155 DC RETIREMENT	5,600	6,000	8,059	11,000	11,000	11,000
51170 WORKER'S COMPENSATION	60,639	7,596	7,596	10,918	10,918	10,918
TOTAL PERSONNEL SERVICES	\$ 672,803	\$ 623,347	\$ 520,968	\$ 553,918	\$ 553,918	\$ 553,918
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 9,340	\$ 8,600	\$ 11,127	\$ 9,000	\$ 9,000	\$ 9,000
52310 UTILITIES & COMMUNICATIONS	757	750	360	375	375	375
52410 PROFESSIONAL SERVICES	1,894	13,000	12,068	13,000	13,000	13,000
52510 OTHER SERVICES	2,647	3,500	3,056	3,500	3,500	3,500
52610 MAINT. & REPAIR SERVICE	27,007	22,000	9,663	15,000	25,000	25,000
52810 INSURANCE & BONDS	-	-	239	-	-	-
TOTAL CONTRACTUAL SERVICES	\$ 41,645	\$ 47,850	\$ 36,513	\$ 40,875	\$ 50,875	\$ 50,875
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 135	\$ -	\$ -	\$ -	\$ -	\$ -
53310 GENERAL SUPPLIES	7,197	11,200	11,359	11,200	11,200	11,200
53410 TOOLS & EQUIPMENT	25,760	21,200	74,214	18,700	18,700	18,700
53510 FUEL	22,323	22,500	21,085	22,500	22,500	22,500
53610 MAINT. & REPAIR MATERIALS	82,322	75,000	68,804	75,000	75,000	75,000
TOTAL MATERIALS & SUPPLIES	\$ 137,737	\$ 129,900	\$ 175,462	\$ 127,400	\$ 127,400	\$ 127,400
TOTAL BUDGET	\$ 852,185	\$ 801,097	\$ 732,943	\$ 722,193	\$ 732,193	\$ 732,193

CITY OF BARTLESVILLE

2019-20 Operating Budget

Wastewater Operating Fund – Wastewater Maintenance – Personnel and Capital Detail

FUND 509 WASTEWATER DEPT 715 WASTEWATER MAINTENANCE

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
WW Maint Supervisor	1	1	0.5	0.5
Wastewater Equip Operator	5	5	5	5
Maintenance Worker	5	5	5	5
TOTAL	11	11	10.5	10.5

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments: N/A

2020 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**

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$1,156,837	\$1,251,444	\$1,251,444	\$1,345,686	\$1,345,686

CITY OF BARTLESVILLE
2019-20 Operating Budget
Wastewater Operating Fund – Transfers – Line Item Detail

TRANSFERS OUT	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
59101 GENERAL FUND	\$ 1,072,034	\$ 1,139,941	\$ 1,139,941	\$ 1,232,871	\$ 1,232,871	\$ 1,232,871
59663 AUTO COLLISION INSURANCE	-	25,000	25,000	25,000	25,000	25,000
59670 STABILIZATION RESERVE FUND	-	86,503	86,503	87,815	87,815	87,815
59675 CAPITAL RESERVE FUND	84,803	-	-	-	-	-
TOTAL TRANSFERS	\$ 1,156,837	\$ 1,251,444	\$ 1,251,444	\$ 1,345,686	\$ 1,345,686	\$ 1,345,686
TOTAL BUDGET	\$ 1,156,837	\$ 1,251,444	\$ 1,251,444	\$ 1,345,686	\$ 1,345,686	\$ 1,345,686

CITY OF BARTLESVILLE
2019-20 Operating Budget
Water Operating Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE		2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Water Plant		\$ 2,507,219	\$ 2,889,535	\$ 2,752,450	\$ 2,913,754
Water Administration		310,718	323,472	328,546	330,537
Water Distribution		1,408,382	1,491,208	1,413,163	1,491,330
Transfers Out:	To General	1,809,027	1,791,335	1,791,335	1,937,369
	To Auto Collision Insurance Fund	397	25,000	25,000	25,000
	To Stabilization Reserve Fund	128,003	129,242	129,242	133,460
	To Capital Reserve Fund	16,000	-	-	-
Reserves:	Contingency	-	93,415	-	94,712
	Compensated Absences Reserve	-	79,962	-	58,216
Total Expenditures and Reserves		\$ 6,179,746	\$ 6,823,169	\$ 6,439,736	\$ 6,984,378

Revenues

REVENUE BY SOURCE		2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Donations and Miscellaneous		\$ 12,399	\$ 400	\$ 1,529	\$ -
Transfer In:	From BMA - Water	6,137,691	6,789,324	6,438,207	6,737,055
Fund Balance		172,927	1	247,323	247,323
Total Available for Appropriation		\$ 6,323,017	\$ 6,789,725	\$ 6,687,059	\$ 6,984,378

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments:

- Replaced motor on dehumidifier at plant
- Replaced sump pump at Indiana pump station
- Replaced Fluoride chemical feed pumps
- Replaced caustic chemical feed pumps
- Replaced drying polymer chemical feed pumps
- Monitored Hudson Lake for water quality
- Implemented an Activated Carbon dosing station at the Caney River pump station

2020 Objectives:

- Replace or rehab air blowers
- Upgrade SCADA to facilitate flow placing of chemicals at plant
- Replace servers at plant
- Replace operator work stations at plant

CITY OF BARTLESVILLE
2019-20 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 2018 calendar year the plant treated 2,026,650,240 gallons of water for use by our customers.

FUND 510 WATER DEPT 720 WATER PLANT				
2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$2,507,219	\$2,889,535	\$2,752,450	\$2,913,754	\$2,913,754

CITY OF BARTLESVILLE
2019-20 Operating Budget
Water Operating Fund – Water Plant – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 625,225	\$ 618,000	\$ 600,419	\$ 630,000	\$ 630,000	\$ 630,000
51120 OVERTIME	29,689	34,000	20,487	34,000	34,000	34,000
51130 FICA	47,613	48,000	45,070	50,000	50,000	50,000
51140 GROUP INSURANCE	114,834	131,933	131,933	156,000	156,000	156,000
51150 DB RETIREMENT	53,125	45,000	44,814	43,000	43,000	43,000
51155 DC RETIREMENT	15,747	19,000	16,682	20,000	20,000	20,000
51170 WORKER'S COMPENSATION	30,950	10,358	10,358	8,054	8,054	8,054
TOTAL PERSONNEL SERVICES	\$ 917,183	\$ 906,291	\$ 869,763	\$ 941,054	\$ 941,054	\$ 941,054
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 9,948	\$ 9,600	\$ 7,750	\$ 9,600	\$ 9,600	\$ 9,600
52310 UTILITIES & COMMUNICATIONS	496,350	530,000	468,873	527,000	527,000	527,000
52410 PROFESSIONAL SERVICES	4,799	7,223	4,095	27,500	27,500	27,500
52510 OTHER SERVICES	100,454	293,265	299,028	286,450	286,450	286,450
52610 MAINT. & REPAIR SERVICE	242,546	280,156	241,136	273,150	273,150	273,150
TOTAL CONTRACTUAL SERVICES	\$ 854,097	\$ 1,120,244	\$ 1,020,882	\$ 1,123,700	\$ 1,123,700	\$ 1,123,700
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,695	\$ 2,000	\$ 9,678	\$ 4,500	\$ 4,500	\$ 4,500
53210 JANITORIAL SUPPLIES	2,422	2,000	2,428	2,000	2,000	2,000
53310 GENERAL SUPPLIES	600,049	700,000	704,513	701,000	701,000	701,000
53410 TOOLS & EQUIPMENT	6,233	7,000	24,935	9,500	9,500	9,500
53510 FUEL	2,828	4,000	1,704	4,000	4,000	4,000
53610 MAINT. & REPAIR MATERIALS	122,712	148,000	118,547	128,000	128,000	128,000
TOTAL MATERIALS & SUPPLIES	\$ 735,939	\$ 863,000	\$ 861,805	\$ 849,000	\$ 849,000	\$ 849,000
TOTAL BUDGET	\$ 2,507,219	\$ 2,889,535	\$ 2,752,450	\$ 2,913,754	\$ 2,913,754	\$ 2,913,754

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 Water Operating Fund – Water Plant – Personnel and Capital Detail

**FUND 510 WATER
DEPT 720 WATER PLANT**

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
Water Plant Superintendent	1	1	1	1
Electronics Technician	1	1	1	1
Plant Mechanic	3	3	3	3
Lab Technician	1	1	1	1
Lead Water Plant Operator	2	2	2	3
Senior Water Plant Operator	0	0	0	0
Water Plant Operator	6	6	6	5
Maintenance Worker	1	1	1	1
TOTAL	15	15	15	15

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments:

- Completed feasibility study for WW reuse
- Renewed OPDES permit for the WWTF
- Started engineering design for pipeline and pump station on WW Reuse
- Completed design of water utility building renovation

2020 Objectives:

- Implement a Fats, Oil and Grease (FOG) program for the wastewater system
- Complete construction on water utilities building renovation
- Begin construction on WW reuse pipeline and pump station
- Begin construction for 20” water main rehabilitation on Frank Phillips between Silver Lake and US 75

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

FUND 510 WATER DEPT 725 WATER ADMINISTRATION				
2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$310,718	\$323,472	\$328,546	\$330,537	\$330,537

CITY OF BARTLESVILLE
2019-20 Operating Budget
Water Operating Fund – Water Administration – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 179,001	\$ 180,000	\$ 174,542	\$ 183,000	\$ 183,000	\$ 183,000
51130 FICA	12,916	14,000	12,569	14,000	14,000	14,000
51140 GROUP INSURANCE	15,312	17,591	17,591	21,000	21,000	21,000
51150 DB RETIREMENT	39,325	37,000	35,559	36,000	36,000	36,000
51170 WORKER'S COMPENSATION	-	1,381	1,381	537	537	537
TOTAL PERSONNEL SERVICES	\$ 246,554	\$ 249,972	\$ 241,642	\$ 254,537	\$ 254,537	\$ 254,537
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 900	\$ 1,750	\$ 1,522	\$ 1,750	\$ 1,750	\$ 1,750
52310 UTILITIES & COMMUNICATIONS	8,325	10,500	8,776	10,500	10,500	10,500
52410 PROFESSIONAL SERVICES	42,000	46,000	56,857	46,750	46,750	46,750
52510 OTHER SERVICES	5,886	6,300	6,814	6,700	6,700	6,700
52610 MAINT. & REPAIR SERVICE	-	1,000	-	1,000	1,000	1,000
TOTAL CONTRACTUAL SERVICES	\$ 57,111	\$ 65,550	\$ 73,969	\$ 66,700	\$ 66,700	\$ 66,700
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 2,254	\$ 2,500	\$ 1,756	\$ 3,850	\$ 3,850	\$ 3,850
53210 JANITORIAL SUPPLIES	1,691	1,800	1,528	1,800	1,800	1,800
53310 GENERAL SUPPLIES	2,401	2,500	8,919	2,500	2,500	2,500
53510 FUEL	707	650	507	650	650	650
53610 MAINT. & REPAIR MATERIALS	-	500	225	500	500	500
TOTAL MATERIALS & SUPPLIES	\$ 7,053	\$ 7,950	\$ 12,935	\$ 9,300	\$ 9,300	\$ 9,300
TOTAL BUDGET	\$ 310,718	\$ 323,472	\$ 328,546	\$ 330,537	\$ 330,537	\$ 330,537

CITY OF BARTLESVILLE

2019-20 Operating Budget

Water Operating Fund – Water Administration – Personnel and Capital Detail

FUND 510 WATER
DEPT 725 WATER ADMINISTRATION

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
Water Utilities Director	1	1	1	1
Senior Administrative Assistant	1	1	1	1
TOTAL	2	2	2	2

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments:

- Repaired 42 water main breaks ranging in size from 2" to 8".
- Repaired 21 service line leaks.
- Installed 40 new water services.
- Replaced 103 water meters, 898 registers and 1852 nodes
- Completed 4,126 locate work orders
- Completed the flushing, of approximately 1,600 fire hydrants
- Installed 430 feet of 18 inch and 24 inch storm drain for the Tower Center project on Silas Street
- Installed 790 feet of 6'x4' box culvert between 5th and Adams for the Downtown Storm Drain improvement project

2020 Objectives:

- Continue to monitor and replace water mains nearing the end of their usable life.
- Complete the annual flushing and testing of fire hydrants

CITY OF BARTLESVILLE
2019-20 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				
2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$1,408,382	\$1,491,208	\$1,413,163	\$1,491,330	\$1,491,330

CITY OF BARTLESVILLE
2019-20 Operating Budget
Water Operating Fund – Water Distribution – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 700,490	\$ 758,000	\$ 704,542	\$ 741,000	\$ 741,000	\$ 741,000
51120 OVERTIME	23,165	36,000	25,623	36,000	36,000	36,000
51130 FICA	53,464	58,000	53,976	57,000	57,000	57,000
51140 GROUP INSURANCE	160,689	184,706	184,706	218,000	218,000	218,000
51150 DB RETIREMENT	84,140	71,000	74,192	53,000	53,000	53,000
51155 DC RETIREMENT	12,881	18,000	14,037	20,000	20,000	20,000
51170 WORKER'S COMPENSATION	-	14,502	14,502	19,330	19,330	19,330
TOTAL PERSONNEL SERVICES	\$ 1,034,829	\$ 1,140,208	\$ 1,071,578	\$ 1,144,330	\$ 1,144,330	\$ 1,144,330
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 19,182	\$ 14,000	\$ 13,302	\$ 14,000	\$ 14,000	\$ 14,000
52310 UTILITIES & COMMUNICATIONS	1,800	2,500	2,039	2,500	2,500	2,500
52410 PROFESSIONAL SERVICES	5,200	45,000	47,750	47,750	47,750	47,750
52510 OTHER SERVICES	3,998	6,000	9,046	6,000	6,000	6,000
52610 MAINT. & REPAIR SERVICE	68,912	15,000	7,382	13,000	13,000	13,000
TOTAL CONTRACTUAL SERVICES	\$ 99,092	\$ 82,500	\$ 79,519	\$ 83,250	\$ 83,250	\$ 83,250
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 4,346	\$ -	\$ -	\$ -	\$ -	\$ -
53310 GENERAL SUPPLIES	8,650	8,000	7,678	8,000	8,000	8,000
53410 TOOLS & EQUIPMENT	10,087	10,500	16,297	8,000	8,000	8,000
53510 FUEL	35,254	35,000	37,805	37,750	37,750	37,750
53610 MAINT. & REPAIR MATERIALS	189,026	215,000	196,782	210,000	210,000	210,000
TOTAL MATERIALS & SUPPLIES	\$ 247,363	\$ 268,500	\$ 258,562	\$ 263,750	\$ 263,750	\$ 263,750
CAPITAL OUTLAY						
55960 VEHICLES & EQUIPMENT	\$ 27,098	\$ -	\$ 3,504	\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY	\$ 27,098	\$ -	\$ 3,504	\$ -	\$ -	\$ -
TOTAL BUDGET	\$ 1,408,382	\$ 1,491,208	\$ 1,413,163	\$ 1,491,330	\$ 1,491,330	\$ 1,491,330

CITY OF BARTLESVILLE

2019-20 Operating Budget

Water Operating Fund – Water Distribution – Personnel and Capital Detail

**FUND 510 WATER
DEPT 730 WATER DISTRIBUTION**

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
Water Distribution Supervisor	1	1	0.5	0.5
Concrete Mason	0	0	0	0
Equip Operator Crew Leader	4	4	4	4
Equipment Operator	1	1	1	1
Senior Utility Service Coordinator	1	1	1	1
Water Utility Service Rep.	2	2	2	2
Meter Technician	2	2	2	2
Maintenance Worker	9	9	9	9
Administrative Assistant	1	1	1	1
TOTAL	21	21	20.5	20.5

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments: N/A

2020 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				
2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$1,953,427	\$1,945,577	\$1,945,577	\$2,095,829	\$2,095,829

CITY OF BARTLESVILLE
2019-20 Operating Budget
Water Operating Fund – Transfers – Line Item Detail

TRANSFERS OUT	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
59101 GENERAL FUND	\$ 1,809,027	\$ 1,791,335	\$ 1,791,335	\$ 1,937,369	\$ 1,937,369	\$ 1,937,369
59663 AUTO COLLISION INSURANCE	397	25,000	25,000	25,000	25,000	25,000
59670 STABILIZATION RESERVE FUND	128,003	129,242	129,242	133,460	133,460	133,460
59675 CAPITAL RESERVE FUND	16,000	-	-	-	-	-
TOTAL TRANSFERS	\$ 1,953,427	\$ 1,945,577	\$ 1,945,577	\$ 2,095,829	\$ 2,095,829	\$ 2,095,829
TOTAL BUDGET	\$ 1,953,427	\$ 1,945,577	\$ 1,945,577	\$ 2,095,829	\$ 2,095,829	\$ 2,095,829

CITY OF BARTLESVILLE
2019-20 Operating Budget
Sanitation Operating Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE		2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Sanitation		\$ 2,784,873	\$ 2,970,254	\$ 2,905,249	\$ 2,998,045
Transfers Out:	To General	1,055,339	1,289,941	1,289,941	1,382,871
	To Auto Collision Insurance Fund	-	25,000	25,000	-
	To Stabilization Reserve Fund	80,508	85,204	85,204	87,618
	To Capital Reserve Fund	750,000	750,000	750,000	740,000
Reserves:	Contingency	-	59,405	-	59,961
	Compensated Absences Reserve	-	69,206	-	49,725
Total Expenditures and Reserves		\$ 4,670,720	\$ 5,249,010	\$ 5,055,394	\$ 5,318,220

Revenues

REVENUE BY SOURCE		2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Charges for Services		\$ 4,469,676	\$ 4,477,523	\$ 4,520,812	\$ 4,543,333
Interest and Investment Income		9,210	-	8,927	5,000
Donations and Miscellaneous		1,104	-	2,088	1,000
Fund Balance		1,456,928	1,278,515	1,296,500	772,933
Total Available for Appropriation		\$ 5,936,918	\$ 5,756,038	\$ 5,828,327	\$ 5,322,266

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments:

- Provided free residential clean up coupons to citizens
- Provided Spring and Fall curbside yard waste program
- Participated in Operation Clean House

2020 Objectives:

- Bring better efficiency to our street sweeping program
- Crosstrain employee's on multiple positions
- Increase our container repair maintenance program
- Continue to provide all essential sanitation services

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

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$2,784,873	\$2,970,254	\$2,905,249	\$2,998,045	\$2,998,045

CITY OF BARTLESVILLE
2019-20 Operating Budget
Sanitation Operating Fund – Sanitation – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 1,122,015	\$ 1,163,000	\$ 1,119,645	\$ 1,180,000	\$ 1,180,000	\$ 1,180,000
51120 OVERTIME	2,855	11,000	5,445	11,000	11,000	11,000
51130 FICA	82,049	89,000	82,126	92,000	92,000	92,000
51140 GROUP INSURANCE	237,281	272,661	272,661	322,000	322,000	322,000
51150 DB RETIREMENT	141,003	129,000	125,025	115,000	115,000	115,000
51155 DC RETIREMENT	19,219	24,000	20,197	26,000	26,000	26,000
51170 WORKER'S COMPENSATION	3,532	21,407	21,407	31,859	31,859	31,859
TOTAL PERSONNEL SERVICES	\$ 1,607,954	\$ 1,710,068	\$ 1,646,506	\$ 1,777,859	\$ 1,777,859	\$ 1,777,859
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 5,959	\$ 6,300	\$ 1,685	\$ 6,300	\$ 6,300	\$ 6,300
52220 BAD DEBT WRITE-OFFS	4,110	-	-	-	-	-
52310 UTILITIES & COMMUNICATIONS	5,502	7,200	5,502	7,200	7,200	7,200
52510 OTHER SERVICES	803,593	860,000	850,103	810,000	810,000	810,000
52610 MAINT. & REPAIR SERVICE	29,850	20,000	41,416	30,000	30,000	30,000
TOTAL CONTRACTUAL SERVICES	\$ 849,014	\$ 893,500	\$ 898,706	\$ 853,500	\$ 853,500	\$ 853,500
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 321	\$ 3,000	\$ 415	\$ 3,000	\$ 3,000	\$ 3,000
53210 JANITORIAL SUPPLIES	1,982	2,000	1,019	2,000	2,000	2,000
53310 GENERAL SUPPLIES	11,953	19,686	21,457	19,686	19,686	19,686
53410 TOOLS & EQUIPMENT	18,139	32,000	42,859	32,000	32,000	32,000
53510 FUEL	131,042	130,000	134,086	130,000	130,000	130,000
53610 MAINT. & REPAIR MATERIALS	164,468	180,000	160,201	180,000	180,000	180,000
TOTAL MATERIALS & SUPPLIES	\$ 327,905	\$ 366,686	\$ 360,037	\$ 366,686	\$ 366,686	\$ 366,686
TOTAL BUDGET	\$ 2,784,873	\$ 2,970,254	\$ 2,905,249	\$ 2,998,045	\$ 2,998,045	\$ 2,998,045

CITY OF BARTLESVILLE
2019-20 Operating Budget
Sanitation Operating Fund – Sanitation – Personnel and Capital Detail

**FUND 511 SANITATION
DEPT 750 SANITATION**

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
Public Works Director	1	1	1	1
Sanitation Supervisor	1	1	1	1
Equipment Operator	2	2	2	2
Refuse Driver	11	11	11	9
Senior Administrative Assistant	1	1	1	1
Sanitation Maintenance Tech	1	1	1	1
Sanitation Collector	14	14	14	16
TOTAL	31	31	31	31

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments: N/A

2020 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				
2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$1,885,847	\$2,150,145	\$2,150,145	\$2,210,489	\$2,210,489

CITY OF BARTLESVILLE
2019-20 Operating Budget
Sanitation Operating Fund – Transfers – Line Item Detail

<i>TRANSFERS OUT</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 REQUEST</i>	<i>CITY MGR REC</i>	<i>2019-20 APPROVED</i>
59101 GENERAL FUND	\$ 1,055,339	\$ 1,289,941	\$ 1,289,941	\$ 1,382,871	\$ 1,382,871	\$ 1,382,871
59663 AUTO COLLISION INSURANCE	-	25,000	25,000	-	-	-
59670 STABILIZATION RESERVE FUND	80,508	85,204	85,204	87,618	87,618	87,618
59675 CAPITAL RESERVE FUND	750,000	750,000	750,000	740,000	740,000	740,000
TOTAL TRANSFERS	\$ 1,885,847	\$ 2,150,145	\$ 2,150,145	\$ 2,210,489	\$ 2,210,489	\$ 2,210,489
<i>TOTAL BUDGET</i>	\$ 1,885,847	\$ 2,150,145	\$ 2,150,145	\$ 2,210,489	\$ 2,210,489	\$ 2,210,489

CITY OF BARTLESVILLE
2019-20 Operating Budget
Adams Municipal Golf Course Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Golf Course	\$ 457,107	\$ 470,763	\$ 470,000	\$ 490,229
Reserves: Contingency	-	9,415	-	9,805
Compensated Absences Reserve	-	4,238	-	6,003
Total Expenditures and Reserves	\$ 457,107	\$ 484,416	\$ 470,000	\$ 506,037

Revenues

REVENUE BY SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Charges for Services	\$ 316,933	\$ 321,000	\$ 298,409	\$ 299,500
Interest and Investment Income	529	-	593	-
Transfer In: From General	147,484	135,549	135,549	173,382
Fund Balance	25,229	27,867	68,604	33,155
Total Available for Appropriation	\$ 490,175	\$ 484,416	\$ 503,155	\$ 506,037

CITY OF BARTLESVILLE

2019-20 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.

2019 Accomplishments:

- Added irrigation to roughs and fairway edge to #4 fairway
- Installed new point of sale system to allow easier access for the public to book reservations to play.
- Promoted play through Facebook and website to notify the public of programs, events and special promotions

2020 Objectives:

- Complete bunker renovation with new better billy bunker liners and quartz crystal white sand
- Begin fundraising efforts and strategy to rebuild our 55 year old greens

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 operations of the Pro Shop are funded 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

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$457,107	\$470,763	\$470,000	\$490,229	\$490,229

CITY OF BARTLESVILLE
2019-20 Operating Budget
Adams Municipal Golf Course Fund – Golf Course – Line Item Detail

PERSONNEL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
51110 REGULAR SALARIES	\$ 153,712	\$ 154,000	\$ 153,467	\$ 159,000	\$ 159,000	\$ 159,000
51120 OVERTIME	700	1,000	771	1,000	1,000	1,000
51130 FICA	11,326	12,000	11,169	13,000	13,000	13,000
51140 GROUP INSURANCE	23,005	26,387	26,387	31,000	31,000	31,000
51150 DB RETIREMENT	33,706	32,000	31,224	30,000	30,000	30,000
51170 WORKER'S COMPENSATION	1,335	2,072	2,072	3,222	3,222	3,222
TOTAL PERSONAL SERVICES	\$ 223,784	\$ 227,459	\$ 225,090	\$ 237,222	\$ 237,222	\$ 237,222
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 30,089	\$ 31,600	\$ 32,590	\$ 44,600	\$ 37,600	\$ 37,600
52310 UTILITIES & COMMUNICATIONS	19,339	20,450	18,178	21,200	21,200	21,200
52410 PROFESSIONAL SERVICES	81,213	82,854	85,807	85,807	85,807	85,807
52510 OTHER SERVICES	7,368	10,000	6,895	10,000	10,000	10,000
52610 MAINT. & REPAIR SERVICE	1,406	3,000	1,236	3,000	3,000	3,000
TOTAL CONTRACTUAL SERVICES	\$ 139,415	\$ 147,904	\$ 144,706	\$ 164,607	\$ 157,607	\$ 157,607
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 665	\$ 1,000	\$ 601	\$ 1,000	\$ 1,000	\$ 1,000
53210 JANITORIAL SUPPLIES	1,949	2,400	1,987	2,400	2,400	2,400
53310 GENERAL SUPPLIES	40,903	43,000	59,071	43,000	43,000	43,000
53410 TOOLS & EQUIPMENT	975	1,000	998	1,000	1,000	1,000
53510 FUEL	6,227	8,000	7,388	8,000	8,000	8,000
53610 MAINT. & REPAIR MATERIALS	43,189	40,000	30,159	40,000	40,000	40,000
TOTAL MATERIALS & SUPPLIES	\$ 93,908	\$ 95,400	\$ 100,204	\$ 95,400	\$ 95,400	\$ 95,400
TOTAL BUDGET	\$ 457,107	\$ 470,763	\$ 470,000	\$ 497,229	\$ 490,229	\$ 490,229

CITY OF BARTLESVILLE

2019-20 Operating Budget

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

**FUND 513 GOLF COURSE
DEPT 445 GOLF COURSE**

PERSONNEL SCHEDULE

<i>CLASSIFICATION</i>	<i>2017-18 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2018-19 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2018-19 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2019-20 BUDGETED NUMBER OF EMPLOYEES</i>
Golf Course Superintendent	1	1	1	1
Golf Course Supervisor	1	1	1	1
Maintenance Worker	1	1	1	1
TOTAL	3	3	3	3

CITY OF BARTLESVILLE
2019-20 Operating Budget
Sooner Pool Fund – Expenditure and Revenue Summary

Expenditures and Reserves

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Sooner Pool	\$ 44,675	\$ 62,540	\$ 62,540	\$ 47,590
Reserves: Contingency	-	921	-	952
Total Expenditures and Reserves	<u>\$ 44,675</u>	<u>\$ 63,461</u>	<u>\$ 62,540</u>	<u>\$ 48,542</u>

Revenues

<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Interest and Investment Income	\$ 276	\$ -	\$ 385	\$ -
Transfer In: From General	44,393	29,902	29,902	44,750
Fund Balance	32,552	17,059	36,045	3,792
Total Available for Appropriation	<u>\$ 77,221</u>	<u>\$ 46,961</u>	<u>\$ 66,332</u>	<u>\$ 48,542</u>

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments: • Successfully negotiated a management agreement with the YMCA for the operation of Frontier and Sooner Swimming Pools for the Summer 2019 season

2020 Objectives: • Continue to work with the YMCA to explore opportunities to maximize the public's opportunities to use Sooner Swimming Pool and minimize the public cost of operation

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.

**FUND 515 SOONER POOL
DEPT 433 POOLS**

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$44,675	\$62,540	\$62,540	\$47,590	\$47,590

CITY OF BARTLESVILLE
2019-20 Operating Budget
Sooner Pool Fund – Swimming Pool – Line Item Detail

CONTRACTUAL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
52310 UTILITIES & COMMUNICATIONS	\$ 4,805	\$ 6,640	\$ 6,972	\$ 6,640	\$ 6,640	\$ 6,640
52410 PROFESSIONAL SERVICES	29,500	45,000	45,000	30,000	30,000	30,000
52510 OTHER SERVICES	-	300	-	300	300	300
52610 MAINT. & REPAIR SERVICE	423	400	324	400	400	400
TOTAL CONTRACTUAL SERVICES	\$ 34,728	\$ 52,340	\$ 52,296	\$ 37,340	\$ 37,340	\$ 37,340
MATERIALS & SUPPLIES						
53310 GENERAL SUPPLIES	\$ 4,240	\$ 5,950	\$ 5,950	\$ 6,000	\$ 6,000	\$ 6,000
53410 TOOLS & EQUIPMENT	-	250	294	250	250	250
53610 MAINT. & REPAIR MATERIALS	5,707	4,000	4,000	4,000	4,000	4,000
TOTAL MATERIALS & SUPPLIES	\$ 9,947	\$ 10,200	\$ 10,244	\$ 10,250	\$ 10,250	\$ 10,250
TOTAL BUDGET	\$ 44,675	\$ 62,540	\$ 62,540	\$ 47,590	\$ 47,590	\$ 47,590

CITY OF BARTLESVILLE
2019-20 Operating Budget
Frontier Pool Fund – Expenditure and Revenue Summary

Expenditures and Reserves

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Frontier Pool	\$ 54,115	\$ 78,515	\$ 78,353	\$ 60,620
Reserves: Contingency	-	1,175	-	1,212
Total Expenditures and Reserves	<u>\$ 54,115</u>	<u>\$ 79,690</u>	<u>\$ 78,353</u>	<u>\$ 61,832</u>

Revenues

<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Interest and Investment Income	\$ 304	\$ -	\$ 530	\$ -
Transfer In: From General	58,446	40,820	40,820	49,681
Fund Balance	38,788	19,120	49,154	12,151
Total Available for Appropriation	<u>\$ 97,538</u>	<u>\$ 59,940</u>	<u>\$ 90,504</u>	<u>\$ 61,832</u>

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments: • Successfully negotiated a management agreement with the YMCA for the operation of Frontier and Sooner Swimming Pools for the Summer 2019 season

2020 Objectives: • Continue to work with the YMCA to explore opportunities to maximize the public's opportunities to use Frontier Swimming Pool and minimize the public cost of operation

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**

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$54,115	\$78,515	\$78,353	\$60,620	\$60,620

CITY OF BARTLESVILLE
2019-20 Operating Budget
Frontier Pool Fund – Swimming Pool – Line Item Detail

CONTRACTUAL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
52310 UTILITIES & COMMUNICATIONS	\$ 11,366	\$ 13,865	\$ 14,477	\$ 13,865	\$ 13,865	\$ 13,865
52410 PROFESSIONAL SERVICES	36,000	53,250	53,250	35,500	35,500	35,500
52510 OTHER SERVICES	171	300	-	300	300	300
52610 MAINT. & REPAIR SERVICE	288	400	324	400	400	400
TOTAL CONTRACTUAL SERVICES	\$ 47,825	\$ 67,815	\$ 68,051	\$ 50,065	\$ 50,065	\$ 50,065
MATERIALS & SUPPLIES						
53310 GENERAL SUPPLIES	\$ 2,816	\$ 4,450	\$ 4,302	\$ 6,305	\$ 6,305	\$ 6,305
53410 TOOLS & EQUIPMENT	-	250	-	250	250	250
53610 MAINT. & REPAIR MATERIALS	3,474	6,000	6,000	4,000	4,000	4,000
TOTAL MATERIALS & SUPPLIES	\$ 6,290	\$ 10,700	\$ 10,302	\$ 10,555	\$ 10,555	\$ 10,555
TOTAL BUDGET	\$ 54,115	\$ 78,515	\$ 78,353	\$ 60,620	\$ 60,620	\$ 60,620

INTERNAL SERVICE FUNDS



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CITY OF BARTLESVILLE
2019-20 Operating Budget
Internal Service Funds – Summary by Fund or Source

Expenditures and Reserves

EXPENDITURES BY FUND	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Workers' Compensation	\$ 239,218	\$ 425,000	\$ 233,503	\$ 425,000
Health Insurance	3,071,819	4,086,963	2,949,940	4,227,455
Auto Collision Insurance	43,179	305,053	25,000	337,407
Stabilization Reserve	-	6,741,428	-	7,522,167
Capital Reserve	1,291,493	12,217,452	1,461,087	18,401,800
Total Expenditures and Reserves	\$ 4,645,709	\$ 23,775,896	\$ 4,669,530	\$ 30,913,829

Revenues

REVENUE BY SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Interest and Investment Income	\$ 7,710	\$ 6,000	\$ 6,876	\$ 6,100
Donations and Miscellaneous	533	-	24,533	-
Employee Contributions	393,174	405,000	395,000	395,000
Retiree Contributions	185,926	250,000	185,000	185,000
Contributions from Operating Departments	169,167	236,170	208,476	258,991
Reimbursement of Operations	2,088,055	2,409,972	2,409,972	2,838,412
Reimbursement by Contract	44,962	300,000	-	300,000
Wastewater capital investment fee	1,770,624	2,039,484	1,914,697	1,914,697
Water capital investment fee	1,185,949	1,140,957	1,082,009	1,082,009
Debt proceeds	-	6,000,000	-	8,500,000
Transfers In: General Fund	921,790	746,899	746,899	846,846
Wastewater	84,803	111,503	111,503	112,815
Water	144,400	204,242	204,242	208,460
Sanitation	830,508	860,204	860,204	827,618
Fund Balance	10,835,137	14,091,936	13,833,840	17,313,721
Total Available for Appropriation	\$ 18,662,738	\$ 28,802,367	\$ 21,983,251	\$ 34,789,669

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments: N/A

2020 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
 2019-20 Operating Budget
 Worker's Compensation Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Work Comp Claims	\$ 239,218	\$ 400,000	\$ 211,303	\$ 400,000
Administration	-	25,000	22,200	25,000
Total Expenditures	<u>\$ 239,218</u>	<u>\$ 425,000</u>	<u>\$ 233,503</u>	<u>\$ 425,000</u>

Revenues

REVENUE BY SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Interest and Investment Income	\$ 1,558	\$ 1,000	\$ 1,750	\$ 1,000
Donations and Miscellaneous	-	-	24,000	-
Contributions from Operating Departments	169,167	236,170	208,476	258,991
Fund Balance	243,579	187,830	164,286	165,009
Total Available for Appropriation	<u>\$ 414,304</u>	<u>\$ 425,000</u>	<u>\$ 398,512</u>	<u>\$ 425,000</u>

CITY OF BARTLESVILLE

2019-20 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.

2019 Accomplishments: N/A

2020 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
2019-20 Operating Budget
Health Insurance Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Medical/Dental Claims	\$ 2,487,851	\$ 3,331,518	\$ 2,357,254	\$ 3,493,695
Administration and Consultant Fees	583,968	755,445	592,686	733,760
Total Expenditures	<u>\$ 3,071,819</u>	<u>\$ 4,086,963</u>	<u>\$ 2,949,940</u>	<u>\$ 4,227,455</u>

Revenues

REVENUE BY SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Employee Contributions	\$ 393,174	\$ 405,000	\$ 395,000	\$ 395,000
Retiree Contributions	185,926	250,000	185,000	185,000
Investment Earnings	6,152	5,000	5,126	5,100
Reimbursement of Operations	2,088,055	2,409,972	2,409,972	2,838,412
Reimbursement by Contract	44,962	300,000	-	300,000
Fund Balance	984,724	716,991	458,785	503,943
Total Available for Appropriation	<u>\$ 3,702,993</u>	<u>\$ 4,086,963</u>	<u>\$ 3,453,883</u>	<u>\$ 4,227,455</u>

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments: N/A

2020 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

2019-20 Operating Budget

Auto Collision Insurance Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Auto Collision Claims	\$ 43,179	\$ 305,053	\$ 25,000	\$ 337,407
Total Expenditures	<u>\$ 43,179</u>	<u>\$ 305,053</u>	<u>\$ 25,000</u>	<u>\$ 337,407</u>

Revenues

REVENUE BY SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Donations and Miscellaneous	\$ 533	\$ -	\$ 533	\$ -
Transfers In: General Fund	38,982	25,000	25,000	25,000
Wastewater	-	25,000	25,000	25,000
Water	397	25,000	25,000	25,000
Sanitation	<u>-</u>	<u>25,000</u>	<u>25,000</u>	<u>-</u>
Fund Balance	<u>190,141</u>	<u>205,053</u>	<u>186,874</u>	<u>262,407</u>
Total Available for Appropriation	<u>\$ 230,053</u>	<u>\$ 305,053</u>	<u>\$ 287,407</u>	<u>\$ 337,407</u>

CITY OF BARTLESVILLE
2019-20 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.

2019 Accomplishments: N/A

2020 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
 2019-20 Operating Budget
 Stabilization Reserve Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
General Fund Reserve	\$ -	\$ 3,957,269	\$ -	\$ 4,429,115
Wastewater Fund Reserve	-	710,086	-	797,901
Water Fund Reserve	-	1,248,188	-	1,381,648
Sanitation Fund Reserve	-	825,885	-	913,503
Total Expenditures and Reserves	<u>\$ -</u>	<u>\$ 6,741,428</u>	<u>\$ -</u>	<u>\$ 7,522,167</u>

Revenues

REVENUE BY SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Transfers In: General Fund	\$ 436,308	\$ 441,899	\$ 441,899	\$ 471,846
Wastewater	84,803	86,503	86,503	87,815
Water	128,003	129,242	129,242	133,460
Sanitation	80,508	85,204	85,204	87,618
Fund Balance	<u>5,268,958</u>	<u>5,998,580</u>	<u>5,998,580</u>	<u>6,741,428</u>
Total Available for Appropriation	<u>\$ 5,998,580</u>	<u>\$ 6,741,428</u>	<u>\$ 6,741,428</u>	<u>\$ 7,522,167</u>

CITY OF BARTLESVILLE

2019-20 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.

2019 Accomplishments: N/A

2020 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
2019-20 Operating Budget
Capital Reserve Fund – Expenditure and Revenue Summary

Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
General	\$ 329,282	\$ 530,466	\$ 428,769	\$ 424,300
Wastewater	305,062	1,478,162	734,031	3,342,500
Water	554,021	9,435,662	225,752	12,610,000
Sanitation	103,128	773,162	72,535	2,025,000
Total Expenditures	<u>\$ 1,291,493</u>	<u>\$12,217,452</u>	<u>\$ 1,461,087</u>	<u>\$18,401,800</u>

Revenues

REVENUE BY SOURCE	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 BUDGET
Wastewater capital investment fee	\$ 1,770,624	\$ 2,039,484	\$ 1,914,697	\$ 1,914,697
Water capital investment fee	1,185,949	1,140,957	1,082,009	1,082,009
Debt proceeds	-	6,000,000	-	8,500,000
Transfers In: General	446,500	280,000	280,000	350,000
Wastewater	-	-	-	-
Water	16,000	50,000	50,000	50,000
Sanitation	750,000	750,000	750,000	740,000
Fund Balance	<u>4,147,735</u>	<u>6,983,482</u>	<u>7,025,315</u>	<u>9,640,934</u>
Total Available for Appropriation	<u>\$ 8,316,808</u>	<u>\$17,243,923</u>	<u>\$11,102,021</u>	<u>\$22,277,640</u>

CITY OF BARTLESVILLE
2019-20 Operating Budget
Capital Reserve Fund Capital Outlay Detail

Capital Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	17/18 ACTUAL	18/19 BUDGET	18/19 ESTIMATE	19/20 BUDGET
155	N/A	Two Small SUV's	\$ -	\$ -	\$ -	\$ 35,000
170	17041	ERP Phase II	99,428	-	-	-
170	13043	ERP Final Phase	-	57,162	57,162	-
170	19009	Tyler Doc Mgmt (25% - replace Fortis)	-	21,373	21,737	-
170	19010	Tyler Parking Ticket Module	-	42,588	42,588	-
170	19011	Tyler Incode Court (replace Sleuth)	-	135,000	135,000	-
185	18022	Switch Replacement	43,931	-	-	-
185	18023	Replace PC's at Dispatch	11,963	-	-	-
185	N/A	Replace PC's and Updat MS Office	32,581	-	-	38,500
185	18025	Replace UPS Units for Servers	11,502	-	-	-
185	New	Data Cntr, Sql Lic & User CAL Lic Upgrade	-	-	-	54,800
185	18026	Replace Video Server	2,413	-	-	-
185	N/A	Patrol Car Laptop Replacement (50%)	-	120,000	120,000	-
190	17025	1/2 Ton Regular Cab 4x4 Pickup	23,450	1,550	-	-
250	N/A	AWD SUV 4X4	-	-	-	20,000
250	18028	Thermal Imaging Camera	3,371	-	-	-
250	18029	West Parking Lot Concrete work	14,629	-	-	-
270	N/A	Police Vehicle	-	-	-	30,000
270	18030	Replace Old Polygraph	4,515	-	-	-
270	18031	Digital Cameras for New Officers	2,388	-	-	-
270	18032	Replacement of Radars	8,455	-	-	-
270	18033	SOT Hearing Protection/Radios	-	-	-	-
270	18034	Replacement of Tasers (5 yr capital lease)	28,366	15,800	15,600	16,000
270	19031	Body Worn Camera	-	-	-	165,000
328	19012	Impv to Turn Lane at Eastland shopping Cen	-	98,593	-	-

CITY OF BARTLESVILLE
2019-20 Operating Budget
Capital Reserve Fund Capital Outlay Detail
(continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	17/18 ACTUAL	18/19 BUDGET	18/19 ESTIMATE	19/20 BUDGET
431	17033	Weedeater	-	-	-	-
431	N/A	6-Foot Deck Mower	42,290	-	-	25,000
431	N/A	Civitan Shade Structure Replace Fabric	-	-	-	7,000
432	N/A	Pool Vacuums Frontier and Sooner	-	-	-	10,000
445	N/A	Sprayer	-	25,000	23,439	-
445	N/A	Golf Course VFD	-	4,500	4,343	-
445	19013	Golf Maintenance Building Roof Repair	-	8,900	8,900	-
445	N/A	Pull Behind Rough Mower	-	-	-	23,000
		Total General Fund	329,282	530,466	428,769	424,300
710	17042	Replace Lift Station Telemetry (SCADA)	10,027	50,000	-	50,000
710	18037	3/4 ton Truck with Utility Bed	38,398	-	-	-
710	18038	Replace Truck Mounted Utility Crane	10,927	-	-	-
710	18039	Engin & Design for WWTP & Water reuse	104,100	-	-	3,000,000
710	N/A	Replace Pump #2 at Virginia	-	15,000	109	-
710	N/A	Replace pumps at Hughes Fisher	-	10,000	104	-
710	N/A	Replace Tractor for application of biosolides	-	120,000	-	170,000
710	N/A	Replace trailer for application of biosolids	-	40,000	-	-
		Total Wastewater Plant	163,452	235,000	213	3,220,000
715	13099	ERP System (25% of total)	107,828	57,162	57,162	-
715	18040	1 Ton Repair Truck with Flat Bed	33,782	-	-	-
715	19014	Harvard Sewer Rehab Phase II	-	1,000,000	591,522	7,500
715	19009	Tyler Utility Billing (33% of total)	-	56,000	-	65,000
715	N/A	Tyler Doc Mgmt (25% - replace Fortis)	-	-	15,373	-
715	N/A	Replace Mini-Excavator	-	80,000	69,761	-
715	N/A	Replace Camera and Transporter	-	50,000	-	50,000
		Total Wastewater Maintenance	141,610	1,243,162	733,818	122,500

CITY OF BARTLESVILLE
2019-20 Operating Budget
Capital Reserve Fund Capital Outlay Detail
(continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	17/18 ACTUAL	18/19 BUDGET	18/19 ESTIMATE	19/20 BUDGET
720	18041	1 Ton Truck with Utility Bed and Crane	45,366	-	41,703	-
720	18042	Pump Rebuild at Caney River	-	5,000	-	-
720	18043	Replace Altitude Valve at Toalson Hot Tank	9,556	-	-	-
720	18045	Zero Turn Mower	12,800	-	-	-
720	18047	Generator Circle Mountain Pump Station	131,159	-	-	-
720	N/A	Copan Water Rights	-	500,000	-	-
720	19015	Engineering Design for WW Reuse	-	500,000	-	-
720	N/A	Install Flow Meter for Caney River Pump Sta	-	10,000	-	-
720	N/A	Zero Turn Mower (54")	-	10,000	7,519	-
720	19016	Pump Station and Force Main for WW Reus	-	6,000,000	-	9,000,000
720		PLC Replacement - Pump Stations	-	-	-	100,000
720		SUV	-	-	-	25,000
720		Server Replacement	-	-	-	100,000
		Total Water Plant	198,881	7,025,000	49,222	9,225,000
725	19009	Tyler Utility Billing (33% of total)	-	56,000	-	65,000
725	N/A	Tyler Doc Mgmt (25% - replace Fortis)	-	-	15,373	-
725	13104	ERP System (25% of total)	95,428	57,162	57,162	-
725	15026	Engineering Design for Water Utilities Bldg	90,000	15,500	-	-
725		Renovate and Expand Water Utilities Buildin	-	-	-	1,500,000
		Total Water Administration	185,428	128,662	72,535	1,565,000
730	15028	8" Water Line (Cherokee, Adams to 14th, C	-	-	-	-

CITY OF BARTLESVILLE
2019-20 Operating Budget
Capital Reserve Fund Capital Outlay Detail
(continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	17/18 ACTUAL	18/19 BUDGET	18/19 ESTIMATE	19/20 BUDGET
730	17050	Replace Water Line - in house (Delaware an	38,831	-	-	-
730	17051	Replace Water Line - Adams (between John	101,657	375,000	-	-
730	18048	1/2 ton truck with Utility Bed	29,224	-	29,224	-
730	N/A	Replace Water Lines in-House (material only	-	50,000	45	50,000
730	19017	20" Water Line (FPB, Silver Lake to Highwa	-	1,650,000	-	1,650,000
730		Mini Excavator	-	-	-	80,000
730		1-ton truck with Dump Bed	-	-	-	40,000
730	N/A	Dump Truck (10 wheel)	-	130,000	-	-
730	N/A	Replace Locator	-	12,000	-	-
730	N/A	Ditch Witch	-	-	4,626	-
730	N/A	Soil Conditioner	-	65,000	70,100	-
		Total Water Distribution	169,712	2,282,000	103,995	1,820,000
750	13109	ERP System (25% of total)	103,128	57,162	57,162	-
750	N/A	Tyler Doc Mgmt (25% - replace Fortis)	-	-	15,373	-
750	19009	Tyler Utility Billing (33% of total)	-	56,000	-	65,000
750		Automated Refuse Truck	-	-	-	1,300,000
750	18049	Street Sweeper	-	500,000	-	500,000
750	18050	Grappler Loader Truck	-	160,000	-	160,000
		Total Sanitation	103,128	773,162	72,535	2,025,000
TOTAL			\$ 1,291,493	\$ 12,217,452	\$ 1,461,087	\$ 18,401,800

FIDUCIARY FUNDS



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CITY OF BARTLESVILLE
 2019-20 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.

2019 Accomplishments: • No projects were scheduled

2020 Objectives: • Make masonry repairs to exterior of the Mausoleum

Budget Highlights: The only budget expenditures in this fund are for miscellaneous improvements to the mausoleum.

FUND 773 MAUSOLEUM TRUST DEPT 173 MAUSOLEUM				
2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$0	\$6,016	\$0	\$8,104	\$8,104

CITY OF BARTLESVILLE
2019-20 Operating Budget
Mausoleum Endowment Fund – Expenditure and Revenue Summary

Expenditures and Reserves

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Mausoleum	\$ -	\$ 6,016	\$ -	\$ 8,104
Total Expenditures	\$ -	\$ 6,016	\$ -	\$ 8,104

Revenues

<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Interest and Investment Income	\$ 81	\$ -	\$ 86	\$ -
Fund Balance	5,937	6,016	8,018	8,104
Total Available for Appropriation	\$ 6,018	\$ 6,016	\$ 8,104	\$ 8,104

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 Mausoleum Endowment Fund – Line Item Detail

<i>MATERIALS & SUPPLIES</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 REQUEST</i>	<i>CITY MGR REC</i>	<i>2019-20 APPROVED</i>
53610 MAINT. & REPAIR MATERIALS	\$ -	\$ 6,016	\$ -	\$ 8,104	\$ 8,104	\$ 8,104
TOTAL MATERIALS & SUPPLIES	\$ -	\$ 6,016	\$ -	\$ 8,104	\$ 8,104	\$ 8,104
<i>TOTAL BUDGET</i>	\$ -	\$ 6,016	\$ -	\$ 8,104	\$ 8,104	\$ 8,104

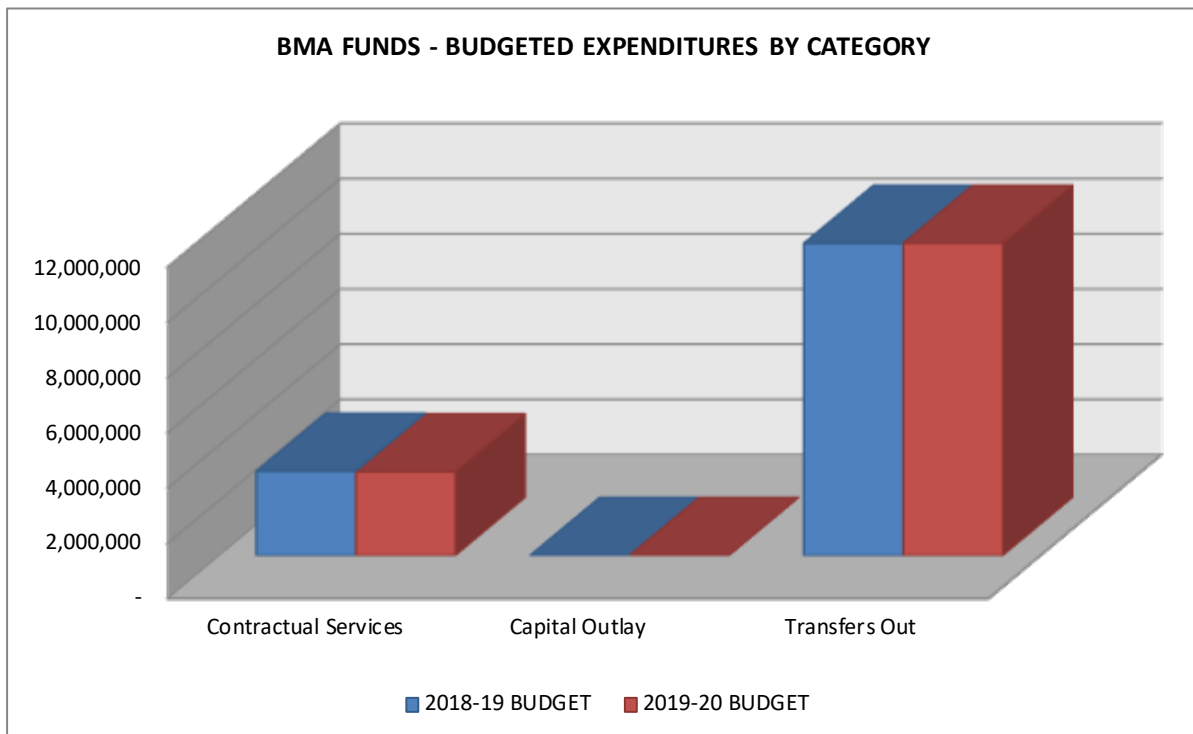
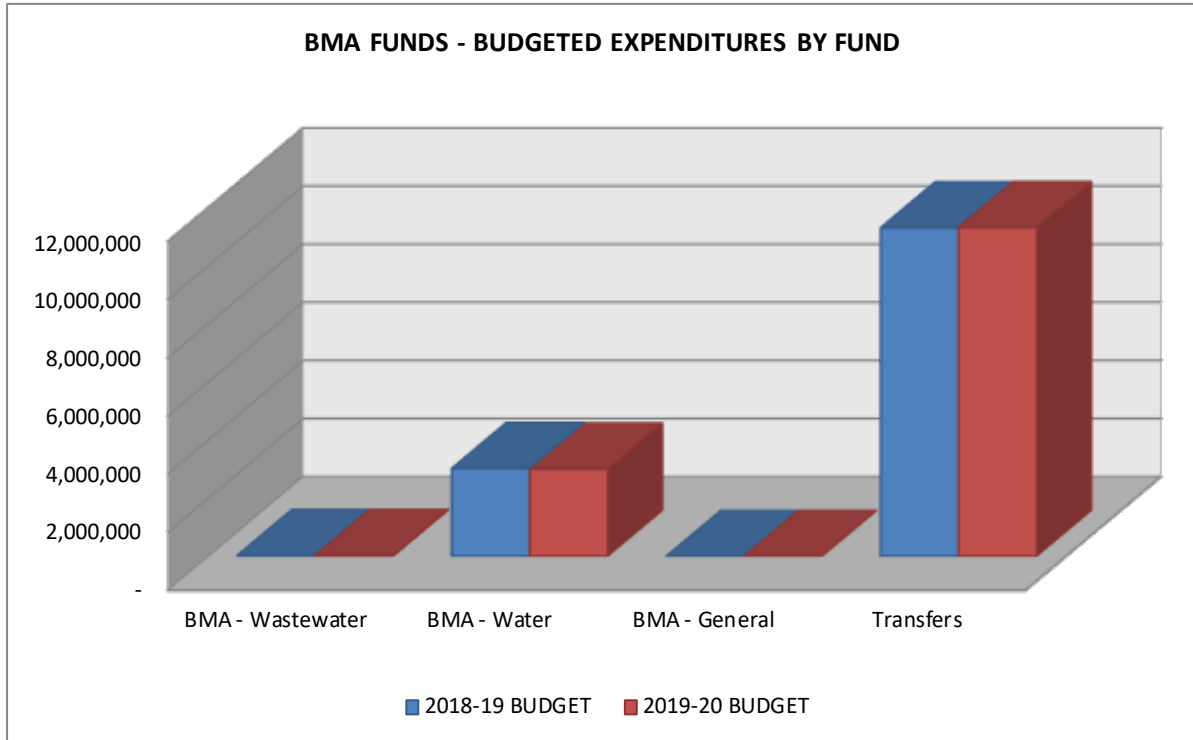
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BARTLESVILLE MUNICIPAL AUTHORITY FUNDS

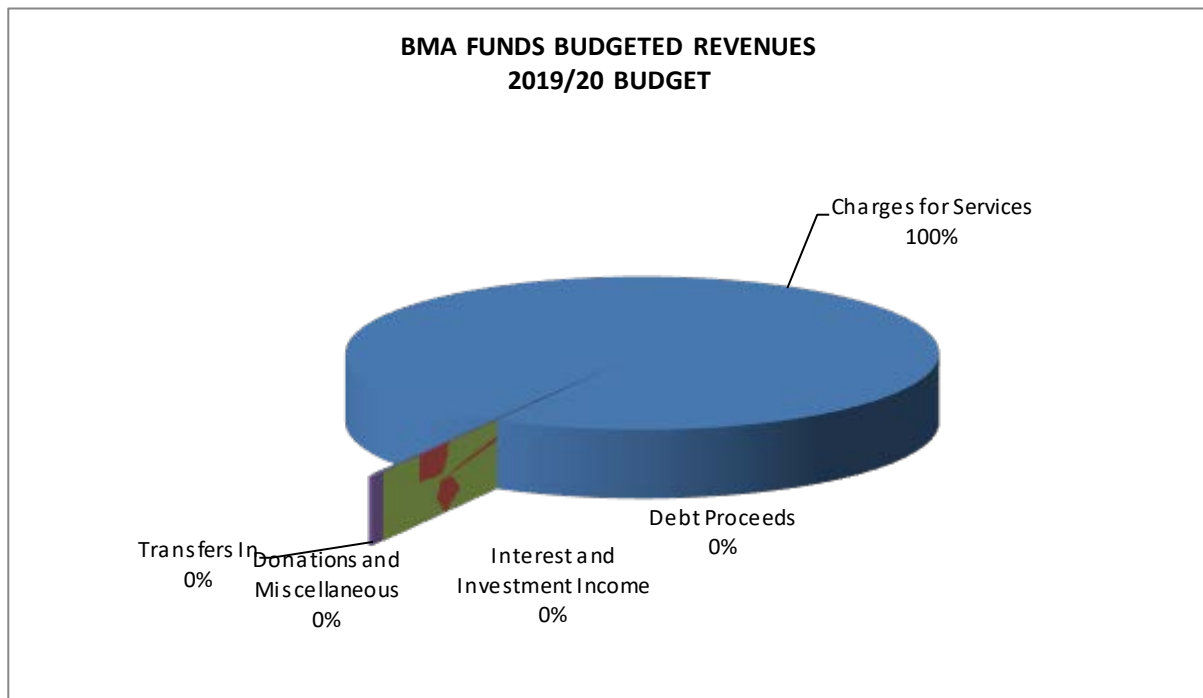
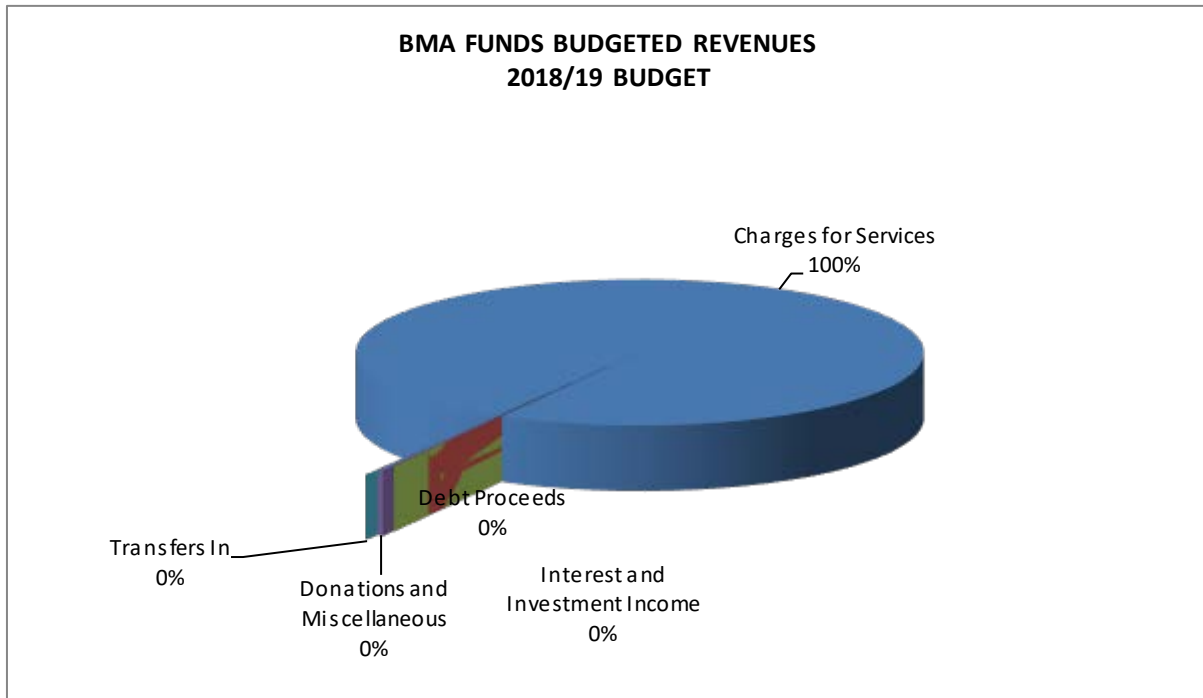


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CITY OF BARTLESVILLE
2019-20 Operating Budget
Bartlesville Municipal Authority Funds – Expenditure Graphs



CITY OF BARTLESVILLE
2019-20 Operating Budget
Bartlesville Municipal Authority Funds – Revenue Graphs



CITY OF BARTLESVILLE
2019-20 Operating Budget
Bartlesville Municipal Authority – Summary by Fund or Source

Expenditures and Reserves

<i>EXPENDITURES BY FUND</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
BMA - Wastewater	\$ 29,658	\$ 29,500	\$ 30,000	\$ 29,500
BMA - Water	3,002,741	3,026,000	3,026,000	3,006,000
Transfers to: Wastewater Operating	4,097,567	4,520,780	4,638,654	4,577,622
Water Operating	<u>6,137,691</u>	<u>6,789,324</u>	<u>6,438,207</u>	<u>6,737,055</u>
Total Expenditures	<u>\$13,267,657</u>	<u>\$14,365,604</u>	<u>\$14,132,861</u>	<u>\$14,350,177</u>

Revenues

<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Charges for Services	\$13,910,603	\$13,985,078	\$13,901,159	\$14,403,680
Interest and Investment Income	3,654	-	-	-
Donations and Miscellaneous	<u>42,873</u>	<u>40,400</u>	<u>30,322</u>	<u>30,400</u>
Fund Balance	<u>1,013,135</u>	<u>945,081</u>	<u>1,694,972</u>	<u>1,493,592</u>
Total Available for Appropriation	<u>\$14,970,265</u>	<u>\$14,970,559</u>	<u>\$15,626,453</u>	<u>\$15,927,672</u>

CITY OF BARTLESVILLE
2019-20 Operating Budget
Bartlesville Municipal Authority – Expenditure Summary by Line Item

CONTRACTUAL SERVICES	2016-17 ACTUAL	2017-18 BUDGET	2017-18 ESTIMATE	2018-19 REQUEST	CITY MGR REC	2018-19 APPROVED
52210 FINANCIAL SERVICES	\$ 1,976	\$ 5,000	\$ 1,000	\$ 5,000	\$ 5,000	\$ 5,000
52220 BAD DEBT WRITE-OFFS	3,748	-	-	-	-	-
52910 DEBT SERVICE - INTEREST	1,387,078	1,350,500	1,401,500	1,280,500	1,280,500	1,280,500
52911 DEBT SERVICE - PRINCIPAL	1,639,597	1,700,000	1,653,500	1,750,000	1,750,000	1,750,000
TOTAL CONTRACTUAL SERVICES	\$ 3,032,399	\$ 3,055,500	\$ 3,056,000	\$ 3,035,500	\$ 3,035,500	\$ 3,035,500
TRANSFERS OUT						
59509 WASTEWATER OPERATING	\$ 4,097,567	\$ 4,520,780	\$ 4,638,654	\$ 4,567,222	\$ 4,577,622	\$ 4,577,622
59510 WATER OPERATING	6,137,691	6,789,324	6,438,207	6,737,055	6,737,055	6,737,055
TOTAL TRANSFERS	\$10,235,258	\$11,310,104	\$11,076,861	\$11,304,277	\$11,314,677	\$11,314,677
TOTAL BUDGET	\$13,267,657	\$14,365,604	\$14,132,861	\$14,339,777	\$14,350,177	\$14,350,177

CITY OF BARTLESVILLE
 2019-20 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.

2019 Accomplishments: N/A

2020 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**

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$29,658	\$29,500	\$30,000	\$29,500	\$29,500

**FUND 710 BMA - WASTEWATER
 DEPT 900 TRANSFERS**

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$4,097,567	\$4,520,780	\$4,638,654	\$4,577,622	\$4,577,622

CITY OF BARTLESVILLE
2019-20 Operating Budget
BMA Wastewater Fund – Expenditure and Revenue Summary

Expenditures and Reserves

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
BMA Wastewater Operating	\$ 29,658	\$ 29,500	\$ 30,000	\$ 29,500
Transfers Out: To Wastewater ¹	<u>4,097,567</u>	<u>4,520,780</u>	<u>4,638,654</u>	<u>4,577,622</u>
Total Expenditures	<u>\$ 4,127,225</u>	<u>\$ 4,550,280</u>	<u>\$ 4,668,654</u>	<u>\$ 4,607,122</u>

Revenues

<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Charges for Services	\$ 4,387,758	\$ 4,452,797	\$ 4,471,644	\$ 4,543,198
Donations and Miscellaneous	<u>42,873</u>	<u>40,400</u>	<u>30,322</u>	<u>30,400</u>
Fund Balance	<u>96,902</u>	<u>143,735</u>	<u>404,283</u>	<u>237,595</u>
Total Available for Appropriation	<u>\$ 4,527,533</u>	<u>\$ 4,636,932</u>	<u>\$ 4,906,249</u>	<u>\$ 4,811,193</u>

CITY OF BARTLESVILLE
2019-20 Operating Budget
BMA Wastewater Fund – BMA Wastewater Operating – Line Item Detail

CONTRACTUAL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
52220 BAD DEBT WRITE-OFFS	\$ 1,087	\$ -	\$ -	\$ -	\$ -	\$ -
52910 DEBT SERVICE - INTEREST	946	1,500	1,500	1,500	1,500	1,500
52911 DEBT SERVICE - PRINCIPAL	27,625	28,000	28,500	28,000	28,000	28,000
TOTAL CONTRACTUAL SERVICES	\$ 29,658	\$ 29,500	\$ 30,000	\$ 29,500	\$ 29,500	\$ 29,500
TOTAL BUDGET	\$ 29,658	\$ 29,500	\$ 30,000	\$ 29,500	\$ 29,500	\$ 29,500

CITY OF BARTLESVILLE
2019-20 Operating Budget
BMA Wastewater Fund – Transfers – Line Item Detail

TRANSFERS OUT	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
59509 WASTEWATER OPERATING	\$ 4,097,567	\$ 4,520,780	\$ 4,638,654	\$ 4,567,222	\$ 4,577,622	\$ 4,577,622
TOTAL TRANSFERS	<u>\$ 4,097,567</u>	<u>\$ 4,520,780</u>	<u>\$ 4,638,654</u>	<u>\$ 4,567,222</u>	<u>\$ 4,577,622</u>	<u>\$ 4,577,622</u>
TOTAL BUDGET	<u>\$ 4,097,567</u>	<u>\$ 4,520,780</u>	<u>\$ 4,638,654</u>	<u>\$ 4,567,222</u>	<u>\$ 4,577,622</u>	<u>\$ 4,577,622</u>

CITY OF BARTLESVILLE

2019-20 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.

2019 Accomplishments: N/A

2020 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

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$3,002,741	\$3,026,000	\$3,026,000	\$3,006,000	\$3,006,000

CITY OF BARTLESVILLE

2019-20 Operating Budget BMA Water Fund – Summary (continued)

FUND 715 BMA - WATER DEPT 741 BMA - CONSTRUCTION

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$0	\$0	\$0	\$0	\$0

FUND 715 BMA - WATER DEPT 900 TRANSFERS

2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 CITY MGR RECOMMENDS	2019-20 APPROVED BUDGET
\$6,137,691	\$6,789,324	\$6,438,207	\$6,737,055	\$6,737,055

CITY OF BARTLESVILLE
2019-20 Operating Budget
BMA Water Fund – Expenditure and Revenue Summary

Expenditures and Reserves

<i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
BMA - Water Operating	\$ 3,002,741	\$ 3,026,000	\$ 3,026,000	\$ 3,006,000
Transfers Out: To Water	<u>6,137,691</u>	<u>6,789,324</u>	<u>6,438,207</u>	<u>6,737,055</u>
Total Expenditures	<u>\$ 9,140,432</u>	<u>\$ 9,815,324</u>	<u>\$ 9,464,207</u>	<u>\$ 9,743,055</u>

Revenues

<i>REVENUE BY SOURCE</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 BUDGET</i>
Charges for Services	\$ 9,522,845	\$ 9,532,281	\$ 9,429,515	\$ 9,860,482
Interest and Investment Income	<u>3,654</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance	<u>916,233</u>	<u>801,346</u>	<u>1,290,689</u>	<u>1,255,997</u>
Total Available for Appropriation	<u>\$10,442,732</u>	<u>\$10,333,627</u>	<u>\$10,720,204</u>	<u>\$11,116,479</u>

CITY OF BARTLESVILLE
2019-20 Operating Budget
BMA Water Fund – BMA Water Operating – Line Item Detail

CONTRACTUAL SERVICES	2017-18 ACTUAL	2018-19 BUDGET	2018-19 ESTIMATE	2019-20 REQUEST	CITY MGR REC	2019-20 APPROVED
52210 FINANCIAL SERVICES	\$ 1,976	\$ 5,000	\$ 1,000	\$ 5,000	\$ 5,000	\$ 5,000
52220 BAD DEBT WRITE-OFFS	2,661	-	-	-	-	-
52910 DEBT SERVICE - INTEREST	1,386,132	1,349,000	1,400,000	1,279,000	1,279,000	1,279,000
52911 DEBT SERVICE - PRINCIPAL	1,611,972	1,672,000	1,625,000	1,722,000	1,722,000	1,722,000
TOTAL CONTRACTUAL SERVICES	\$ 3,002,741	\$ 3,026,000	\$ 3,026,000	\$ 3,006,000	\$ 3,006,000	\$ 3,006,000
TOTAL BUDGET	\$ 3,002,741	\$ 3,026,000	\$ 3,026,000	\$ 3,006,000	\$ 3,006,000	\$ 3,006,000

CITY OF BARTLESVILLE
 2019-20 Operating Budget
 BMA Water Fund – Transfers – Line Item Detail

<i>TRANSFERS OUT</i>	<i>2017-18 ACTUAL</i>	<i>2018-19 BUDGET</i>	<i>2018-19 ESTIMATE</i>	<i>2019-20 REQUEST</i>	<i>CITY MGR REC</i>	<i>2019-20 APPROVED</i>
59510 WATER OPERATING	\$ 6,137,691	\$ 6,789,324	\$ 6,438,207	\$ 6,737,055	\$ 6,737,055	\$ 6,737,055
TOTAL TRANSFERS	<u>\$ 6,137,691</u>	<u>\$ 6,789,324</u>	<u>\$ 6,438,207</u>	<u>\$ 6,737,055</u>	<u>\$ 6,737,055</u>	<u>\$ 6,737,055</u>
<i>TOTAL BUDGET</i>	<u>\$ 6,137,691</u>	<u>\$ 6,789,324</u>	<u>\$ 6,438,207</u>	<u>\$ 6,737,055</u>	<u>\$ 6,737,055</u>	<u>\$ 6,737,055</u>

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GLOSSARY



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CITY OF BARTLESVILLE

2019-20 Operating Budget

Glossary

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

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

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

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

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

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

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

BDA – Bartlesville Development Authority

BDC – Bartlesville Development Corporation

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

BMA – Bartlesville Municipal Authority

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

CITY OF BARTLESVILLE

2019-20 Operating Budget

Glossary

(continued)

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

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

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

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

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

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

CIP – Capital Improvement Project

COMPENSATED ABSENCE RESERVE – appropriated budget amount that is set aside for payment of accrued compensated absences. The City uses $\frac{3}{4}$ of the accrued compensated absences as a guideline.

COMPONENT UNIT – entity that is included in the financial statements of a municipality even though the governing bodies differ. These could be public trusts or certain nonprofit corporations that benefit the municipality. These units can be presented as either blended or discrete. (see also Blended Component Unit, Discretely Presented Component Unit)

CURRENT ASSET – asset having a life of one year or less. Examples include cash, inventory, trade receivables, and prepaid expenses.

CURRENT LIABILITY – liability that will be settled within one year or less. Current liabilities should be payable from current assets or other current liabilities. Examples include accounts payable, short-term notes payable, and accrued expenses payable.

DEBT SERVICE FUND – fund used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

DEPARTMENT – operating unit of the City. Departments are organized within funds. Some departments can be further broken down into divisions.

CITY OF BARTLESVILLE

2019-20 Operating Budget

Glossary (continued)

DISBURSEMENT – payment by check or cash.

DISCRETELY PRESENTED COMPONENT UNIT – component unit that is presented on the face of the government wide financial statements as a completely separate entity from the general government. (see also Component Unit, Blended Component Unit)

ENCUMBRANCES – represent an unfilled obligation on contracts or purchase orders. The purpose of an encumbrance is to prevent multiple commitments from being made on the same budgeted resources. An encumbrance must be entered into the system to reserve a portion of the budgeted resources prior to committing to a contract or ordering the goods or services.

ENTERPRISE FUND – fund that provides services to the community for a fee. These funds follow accounting principles similar to a not-for-profit entity.

EQUITY – represents the difference between assets and liabilities. In governmental funds, equity is referred to as fund balance, but in business type funds, equity is referred to as net assets. (formula is “assets – liabilities = equity”) (see also Fund Balance, Net Assets)

EXPENDABLE TRUST FUND – a trust fund that can be fully spent for the designated purposes. (see also Fiduciary Fund, Expendable Trust Fund)

EXPENDITURE – payment of cash or property, or the issuance of a liability, to obtain an asset or service.

FIDUCIARY FUND – term used to describe a fund used by the government to act in a fiduciary capacity such as a trustee or agent. The government is responsible for the assets placed in its care. (see also Expendable Trust Fund)

FISCAL YEAR – consecutive twelve month period used by an entity to account for and report its business transactions. The City and most municipalities in the State of Oklahoma use June 30 as the last day of their fiscal year.

FUND – fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with associated liabilities and residual equities. Funds are segregated for the purpose of conducting specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

GAAP – Generally Accepted Accounting Principles. GAAP is a set of standards, conventions, and rules accountants follow in recording and summarizing transactions and in the preparation of the financial statements.

GASB – Governmental Accounting Standards Board. GASB is the highest authority in governmental accounting.

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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.

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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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