

***CITY OF BARTLESVILLE, OKLAHOMA  
2020-2021 BUDGET***



**Prepared by:**

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City Manager

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CFO/City Clerk

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Accountant

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# INTRODUCTION



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***CITY OF BARTLESVILLE***  
2020-21 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***

## 2020-21 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

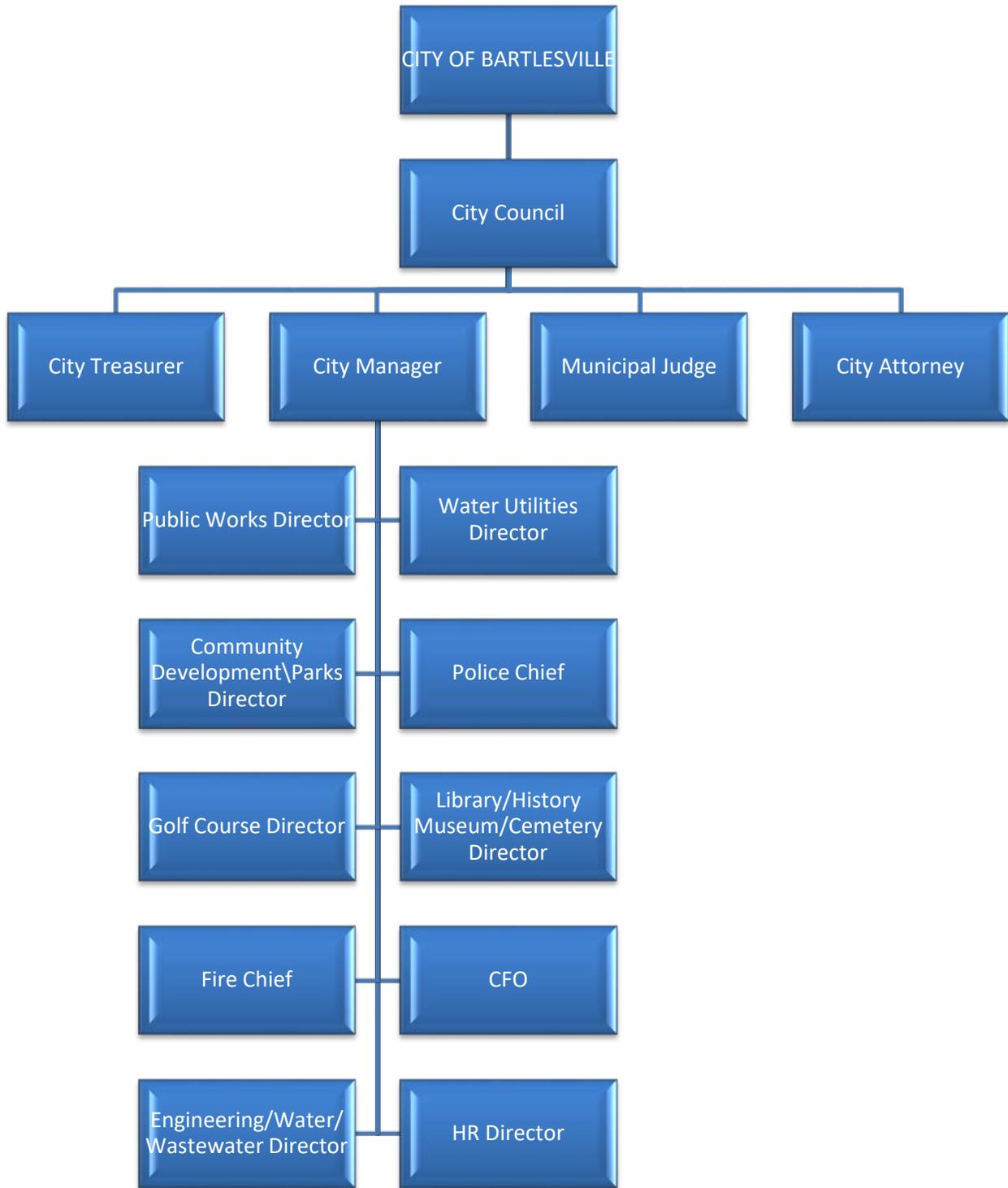
#### ***TEAMWORK***

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**  
2020-21 Operating Budget  
Organizational Chart



# ***THE CITY OF BARTLESVILLE***

**Office of the City Manager**

401 SE Johnstone

Bartlesville, OK 74003



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May 12, 2020

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, 2020 and ending June 30, 2021 (FY 2020-21). 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**

Never have I prepared a budget during times of greater uncertainty than those we now face. However, the City of Bartlesville enters this potential financial crisis in a stronger financial position than at any other point in my 15-year career here. The creation and consistent funding of the Stabilization Reserve Fund has provided us with a great resource to ensure solvency without damaging the services provided by the City, but it is also critical that this resource be preserved as much as is possible for the equally uncertain years ahead. I believe the attached budget as described in this letter accomplishes both of these goals.

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.

## **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 most 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 and restoring staffing levels during the fiscal year 2016-17 budget.

As we enter fiscal year 2020-21, we again face a period of uncertainty related to sales tax. As we consider this budget, the State of Oklahoma is currently "reopening" the State's economy. After a period of extended restriction that heavily impacted retail stores, it is unknown what the new normal look like, so staff has relied on a combination of a McKinsey & Company economic report, local information, and our own experiences to make predictions about sales tax in the upcoming year.

We are estimating that sales tax will decline by 4.3% in fiscal year 2020-21. This is an expected reduction of almost \$814k from the current fiscal year's expected results.

#### **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 are being 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 fifth and final phase will go into effect with this proposed budget, beginning July 1, 2020. No other rate increases are proposed with this budget.

### **Economic Outlook**

Similar to the retail sector, Bartlesville's primary jobs sector has entered a time of great uncertainty. With tremendous price weakness in the oil industry, our most significant employment sector will also face difficult times. It is impossible to predict with any accuracy what will happen with our major employers, but any adverse effects to their businesses will undoubtedly impact our local economy negatively.

**Personnel**

**Staffing Levels**

Staffing levels remain relatively unchanged from the previous budget, but if the downturn in our revenues is worse than predicted, then a hiring freeze may be implemented at any time during the year. The only changes in personnel are described below:

- Addition of one police officer to act as a 3<sup>rd</sup> school resource officer. This officer was hired in partnership with the Bartlesville Public Schools and is being funded primarily by BPS.
- Addition of one Wastewater/Water Supervisor. This position was funded in the previous year by consolidating existing positions in the departments. This is part of an ongoing restructuring in this department.

**Compensation**

No compensation increases are provided in this budget. However, during negotiations with our two union organizations, we have offered to provide a “wage opener” as of January 1, 2021 in both contracts. This would allow us to reevaluate our financial position in January, and if financial conditions are better than expected, we could provide increases at that time. This item is subject to negotiation and has not been accepted by either group at this time.

**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 \$4.5MM and our plan is now 82% funded. Due primarily to factors discussed in the following paragraph, this is a significant improvement from the previous fiscal years.

**Page 4**

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	Required Contribution Funding						UAAL	FUNDED RATIO
	Retiree Medical	Defined Benefit	Total	Less Employee	City's Required	City's Actual		
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%
FY 2020-21	0.00%	25.95%	25.95%	6.00%	19.95%	19.95%	4,461,762	82.22%

The swift 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 have increased slightly over the prior year, the annual cost of this plan has actually decreased from \$1,225,298 in FY 2019-20 to \$1,190,199 in FY 2020-21. This is a decrease of \$35,099 in the last year.

In the current year, Staff is recommending that we contribute only the amounts recommended in the “actuarial required contribution”. These have increased slightly due to expected market changes that will impact the assets of the plan. The recommended employer’s portion is 19.95% of covered payroll. Funding at the recommended level is a change from our previous practice of overfunding, but given the uncertain nature of the current year, we believe that funding at 100% of recommendation is a more prudent course for this year.

**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 the recent history of the Stabilization Reserve Fund’s levels.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021		% of
	<u>Contributions</u>	<u>Total Balance</u>	<u>Budget</u>						
General Fund	\$ 391,380	\$ 392,444	\$ 508,111	\$ 436,308	\$ 441,899	\$ 471,846	\$ 473,295	\$ 4,902,410	20.7%
Wastewater	61,397	82,423	81,251	84,803	86,503	88,230	92,945	891,261	19.3%
Water	121,318	119,618	122,293	128,003	129,242	126,879	136,225	1,511,292	22.1%
Sanitation	78,043	78,830	80,849	80,508	85,204	80,501	88,396	994,782	22.5%
Total	<u>\$ 652,138</u>	<u>\$ 673,315</u>	<u>\$ 792,504</u>	<u>\$ 729,622</u>	<u>\$ 742,848</u>	<u>\$ 767,456</u>	<u>\$ 790,861</u>	<u>\$ 8,299,745</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 but are years from the maximum level.

As we entered this budget preparation cycle, we believed it would be necessary to utilize a portion of these reserves in order to balance our budget. However, the revenues of fiscal year 2019-20 finished ahead of budgeted expectations, and as a result, we were able to balance a flat budget without withdrawing funds from the Stabilization Reserve Fund.

The preservation of these funds allows us much greater certainty as we navigate both the near-term and long-term future of our organization. If our revenues do not meet expectations in this year, then the Council may declare an emergency and appropriate these funds to allow services to continue uninterrupted. Likewise, these funds will allow us to gradually adjust our budgets in the long-term if the recovery takes longer than expected.

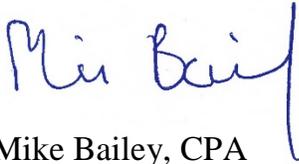
**Summary**

Never before have we faced a period of greater uncertainty in our local economy and the prediction of our revenues, however, through fiscally prudent policies and management, the Councilmembers and Staff of the last ten years have placed the City in a position to weather this period of turmoil. The challenges ahead are great because, despite the uncertainty of our revenues, the demands on local government only grow during times such as these. 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.

**Page 6**

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, Accountant Alicia Shelton, and Accountant Meghan Snead, 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 written in a cursive style with a long, vertical tail on the letter "y".

Mike Bailey, CPA  
City Manager

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# COMMUNITY PROFILE



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# city of bartlesville

CONNECTED / CREATIVE / VIBRANT

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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.

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***CITY OF BARTLESVILLE***  
2020-21 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***  
2020-21 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***

## 2020-21 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) <sup>3</sup>	89.49%
Number of citizens in labor force <sup>2</sup>	15,750

#### **Population Overview:**

Total population <sup>4</sup>	34,748
Total male population <sup>4</sup>	17,075
Total female population <sup>4</sup>	18,675
Median age <sup>4</sup>	39.9
Total population over eighteen (18) years old	27,308
Per capita income (dollars) <sup>2</sup>	21,195
Median earnings – male full-time (dollars) <sup>2</sup>	35,699
Median earnings – female full-time (dollars) <sup>2</sup>	23,071
Percent of families below poverty level <sup>2</sup>	9.4%
Percent of individual below poverty level <sup>2</sup>	12.7%

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

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

#### **Hospital: <sup>3</sup>**

Number of hospitals	1
Number of licensed beds in hospital	137

# ***CITY OF BARTLESVILLE***

## 2020-21 Operating Budget

### Miscellaneous Statistics

(continued)

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

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

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

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

#### **Public Safety:**

Number of police stations	1
Number of fire stations	4
Number of policemen	62
Number of firemen	71

# ***CITY OF BARTLESVILLE***

## **2020-21 Operating Budget Miscellaneous Statistics (continued)**

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

Phillips 66	1,600
ConocoPhillips	1,500
Bartlesville Public Schools	815
Wal-Mart Distribution Center	800
Jane Phillips Medical Center	800
Wal-Mart SuperCenter #41	450
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

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

<sup>2</sup> Source – 2010 US Census

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

<sup>4</sup> Source – 2010 US Census

***CITY OF BARTLESVILLE***  
2020-21 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***

### 2020-21 Operating Budget

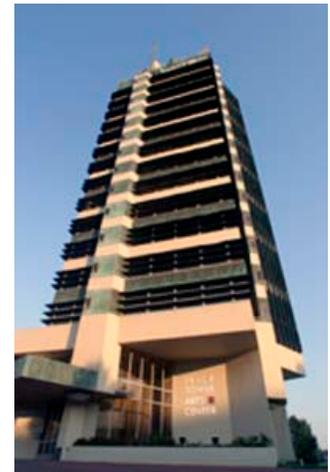
#### Local Attractions



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***

## 2020-21 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***

## **2020-21 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***

## 2020-21 Operating Budget

### Local Attractions

(continued)

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



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

Soon visitors will be able to experience the early days of the oil industry first hand with the development of the "Discovery 1" park featuring working gushers and hands on experiences. The park is the former home of the only **Santa Fe engine 940 series** in existence,



but it has now been relocated to the City's historic **Santa Fe Depot** at 2<sup>nd</sup> and Keeler. The 900-class/940 series were the first locomotives to burn fuel oil instead of coal and were synonymous with the Santa Fe engine. Built by Vulcain, this Santa Fe engine, built in 1903,



was originally a compound steam locomotive, and later converted to a simplified locomotive that could burn diesel. In addition to the engine, a caboose has been added and an oil car will soon make its debut. It has 2/10/2 wheels (2 pilot, 10 drivers and 2 trailing). Also to be seen at the park is the restored **Hulah Santa Fe Depot** (a #1 Santa Fe Depot), built in 1923. Both have been relocated to Johnstone Park as reminders of the important role each played in the development of the area.

# ***CITY OF BARTLESVILLE***

2020-21 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***

## **2020-21 Operating Budget**

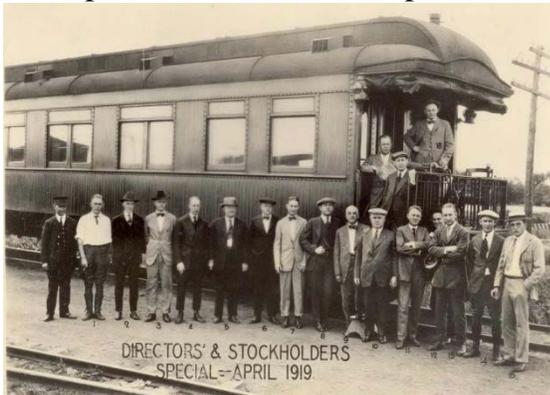
### **Local Attractions**

(continued)

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

### **The birth of a giant...**

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



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

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

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

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

Frank knew that more needed to be done in order to position his company to take advantage of the

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



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

# ***CITY OF BARTLESVILLE***

2020-21 Operating Budget

Local Attractions

(continued)

## **The reformation...**

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



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

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

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



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

# **BUDGET AND ACCOUNTING OVERVIEW**



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# ***CITY OF BARTLESVILLE***

## **2020-21 Operating Budget Financial Policies**

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

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

# ***CITY OF BARTLESVILLE***

## **2020-21 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***  
2020-21 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***  
2020-21 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***  
2020-21 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***

## **2020-21 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***

## **2020-21 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***

## **2020-21 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***

## **2020-21 Operating Budget**

### **Description of Funds**

(continued)

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

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

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

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

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

# ***CITY OF BARTLESVILLE***

## **2020-21 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***

## **2020-21 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.

2019A G.O Bond – The 2019A G.O. Bond fund accounts for the revenues and expenditures related to the 2019A general obligation debt issuance. The fund’s only source of revenue are proceeds from the issuance of debt.

2019B G.O Bond – The 2019B G.O. Bond fund accounts for the revenues and expenditures related to the 2019B 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.

# ***CITY OF BARTLESVILLE***

## **2020-21 Operating Budget**

### **Description of Funds**

(continued)

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.

#### 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.

# ***CITY OF BARTLESVILLE***

## 2020-21 Operating Budget

### Description of Funds

(continued)

#### FIDUCIARY FUND TYPES:

##### Expendable Trust Funds:

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

#### OTHER FUNDS AND COMPONENT UNITS

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

The authorities created in accordance with **O.S. 60 Sec. 176** are governed by the budget laws set forth in **O.S. 60 Sec. 176** and not the Municipal Budget Act. In accordance with this statute, these public trust authorities are required to prepare an annual budget and submit a copy to the City as beneficiary. However, there are no further requirements such as form of budget or definition of legal spending limit. The 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***

## **2020-21 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***

## **2020-21 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 9<sup>th</sup> 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**  
2020-21 Operating Budget  
Fund Structure Charts



**CITY OF BARTLESVILLE**

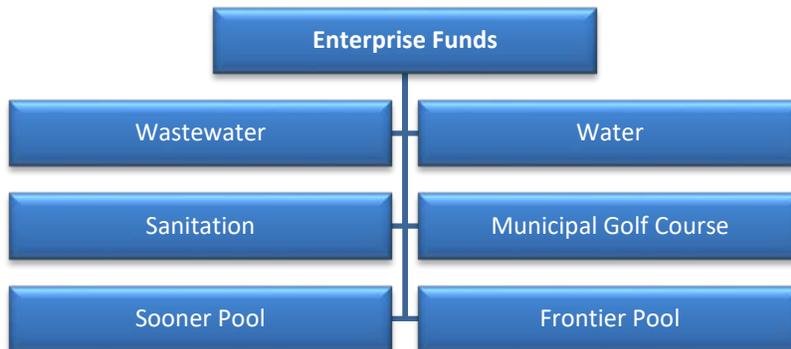
2020-21 Operating Budget

Fund Structure Charts

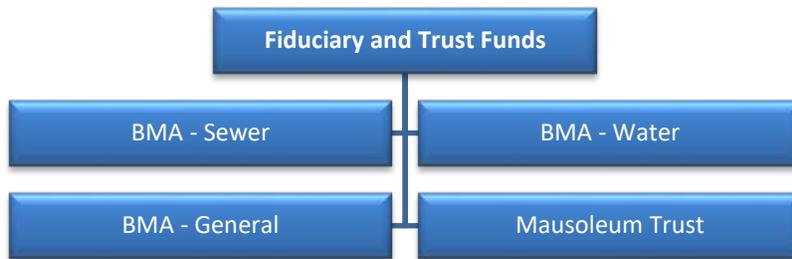
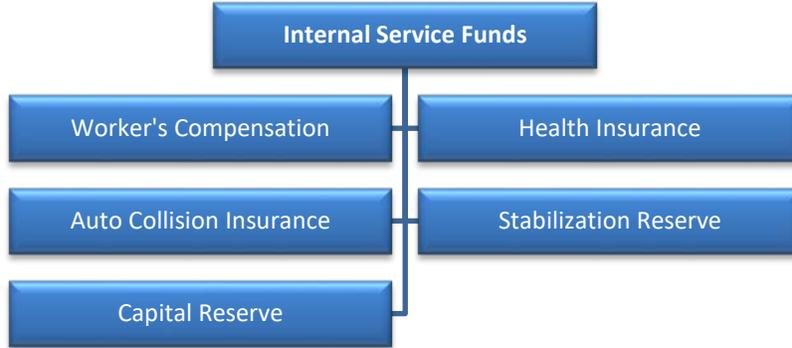
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**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Fund Structure Charts  
 (continued)



**CITY OF BARTLESVILLE**  
2020-21 Operating Budget  
Fund Structure Charts  
(continued)



# ***CITY OF BARTLESVILLE***

## **2020-21 Operating Budget**

### **Budget Calendar**

<b><u>TARGET DATE</u></b>	<b><u>ACTIVITY</u></b>
March 24	Distribute Budget Preparation Packets to Directors
March 24	Directors verify personnel and line estimates
March 24 – April 7	Directors prepare budget requests and submit to Finance Director
April 20– April 24	Directors Budget Meetings with City Manager
May 14	Submit Proposed Budget to City Council
May 18	City Council Consideration of Budget
May 25	Publish Budget Summary and Notice of Public Hearing (actual publish date will be Sunday, May 29)
June 1	Public Hearing on Budget and Budget Adoption (Legal Deadline is June 23)
June 30	Budget published and filed with State Auditor and City Clerk
July 1	New fiscal year begins

# FINANCIAL SUMMARY



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***CITY OF BARTLESVILLE***  
**2020-21 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 2014-15 to 2018-19 is presented below.

<u>REVENUESOURCE</u>	<u>TOTAL</u>	<u>AVERAGE</u>	<u>AVERAGE %</u>
General Sales Tax Total	88,731,341	17,746,268	37.4%
Water Fees Total	47,045,251	9,409,050	19.8%
Wastewater Fees Total	29,011,364	5,802,273	12.2%
Sanitation Fees Total	22,378,466	4,475,693	9.4%
Ad Valorem Total	18,660,110	3,732,022	7.9%
Fees for Services (Other than Utilities) Total	8,845,077	1,769,015	3.7%
Franchise Fees Total	7,191,710	1,438,342	3.0%
Fines & Fees Total	3,522,085	704,417	1.5%
Investment Earnings Total	2,539,702	507,940	1.1%
E-911 Total	2,275,579	455,116	1.0%
Miscellaneous Total	1,030,242	206,048	0.4%
Hotel/Motel Tax Total	1,635,780	327,156	0.7%
County Motor Veh Tax Total	1,309,161	261,832	0.7%
Licenses & Permits Total	1,144,793	228,959	0.5%
Cigarette Tax Total	1,004,926	200,985	0.4%
State Alcohol Tax Total	596,577	119,315	0.3%
Fuel Tax Total	300,194	60,039	0.1%
<b>TOTAL</b>	<b><u>237,222,358</u></b>	<b><u>47,444,470</u></b>	<b><u>100.0%</u></b>

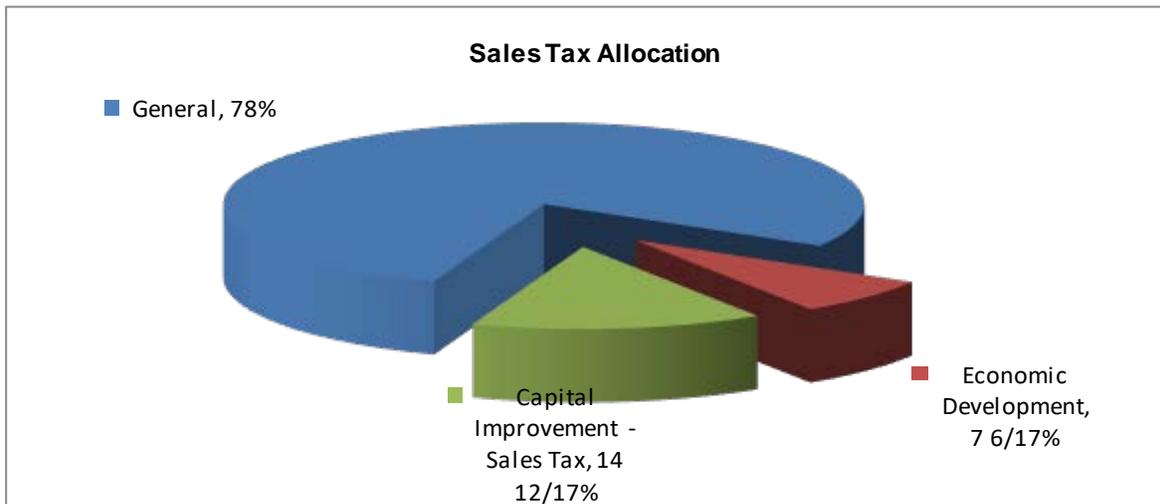
These revenue sources are used in conjunction with the residual fund equities to determine the amount available for operations. The top five revenue sources on average make up 86.7% of the total external recurring revenue used by the City to fund its operations. An analysis of these major sources of recurring revenue is presented in the following sections.

**CITY OF BARTLESVILLE**  
2020-21 Operating Budget  
Description of Major Revenue Sources  
(continued)

(All amounts in the following sections for the fiscal year 2019-20 consist of actual amounts as of February 28, 2020 projected to June 30, 2019 with the exception of sales tax which includes actuals as of May 33, 2020 projected to June 30, 2020)

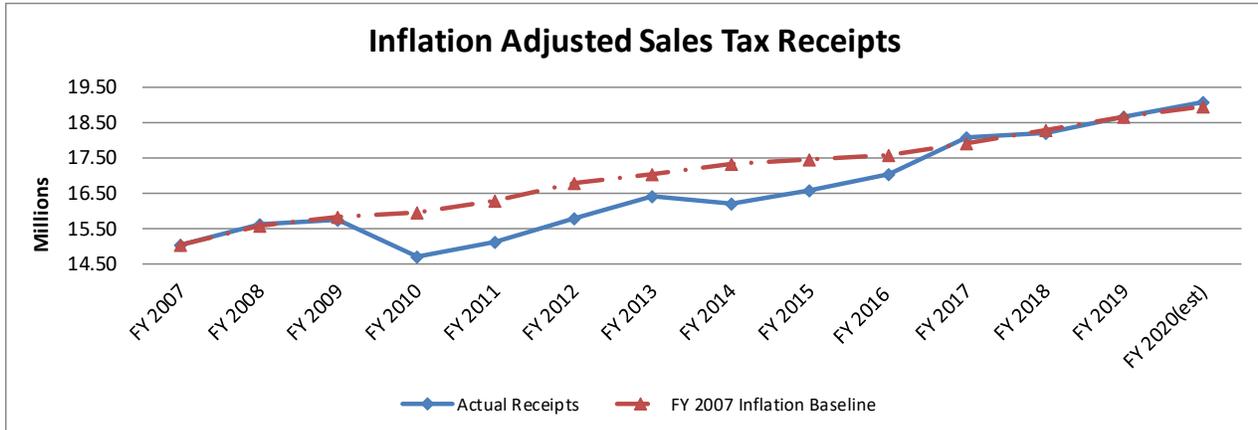
**SALES TAX**

The 3.4% municipal sales tax has been and continues to be Bartlesville’s largest source of recurring revenue, accounting for, on average, 37.4% 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**  
 2020-21 Operating Budget  
 Description of Major Revenue Sources  
 (continued)



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

**Sales Tax Revenue Estimate  
 Trend Analysis Method**

<b>Fiscal Year</b>	<b>Amount Received (Unadjusted)</b>	<b>Percent Increase (Unadjusted)</b>	<b>Amount Received (Adjusted)</b>	<b>Percent Increase (Adjusted)</b>
2016	17,032,315		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%
2020	19,096,104	2.36%	19,096,104	2.36%
<b>Total</b>	<b>91,077,624</b>	<b>11.67%</b>	<b>92,686,599</b>	<b>1.55%</b>
<b>Average</b>	<b>18,215,525</b>	<b>2.92%</b>	<b>18,537,320</b>	<b>0.39%</b>

The preceding trend analysis accounts solely for historic amounts and disregards current and anticipated economic factors that could significantly influence the amount of sales tax growth. The unadjusted columns represent actual dollars received. This column is skewed by the rate increase in FY 16.

***CITY OF BARTLESVILLE***  
2020-21 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.

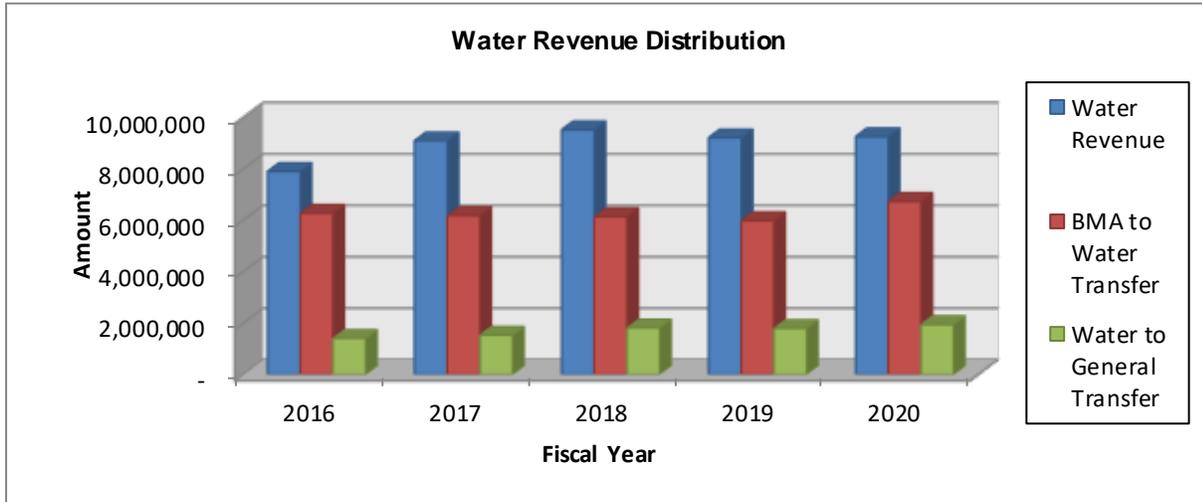
The City's most recent experience with sales tax shows great uncertainty. As we considered this budget, the State of Oklahoma is currently reopening the State's economy. After an extended period of heavy restrictions placed on retail establishments it is unknown at this time what the new sales tax trends will be. The City has looked at a few methods largely based on predictions of GDP help formulate an estimate for the upcoming year. The City is going to take a conservative approach and assume negative growth for 2020-21 to the tune of 4.3% this is an expected reduction of almost \$814,000.

Using this scenario, the amount of sales tax revenue to be budgeted for fiscal year 2020-2021 is \$18,282,352. This amount will be available to the following funds based on the percentages previously discussed. The General Fund will receive \$14,249,480, the Capital Improvement – Sales Tax Fund will receive \$2,688,581, and the Economic Development Fund will receive \$1,344,291.

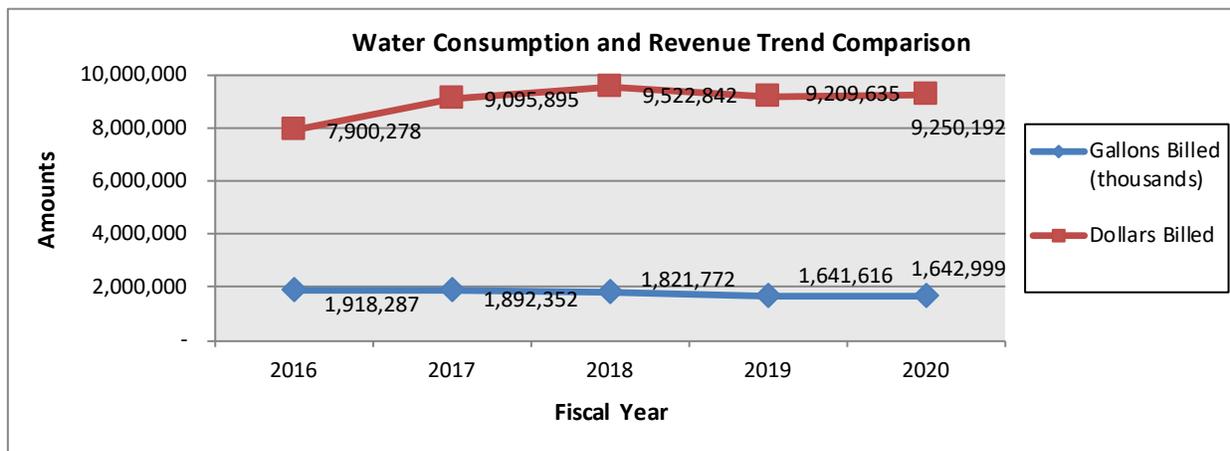
**WATER UTILITY REVENUES**

The revenues received from the City of Bartlesville's water utilities are the City's second largest source of revenue, accounting for, on average, 19.8% of all external recurring revenues. These revenues are pledged to provide debt service on a portion of the Bartlesville Municipal Authority's ("BMA") debt, and are therefore recorded initially in the BMA. This is still an important source of revenue to the City however, since the amount needed to fund the operations of the City's water utility is transferred back to the water utility fund. From there, the revenues are used to fund the operation, maintenance, and improvement of the City's water utility and also to provide operating transfers to the City's General Fund for administrative overhead. The relationship between water revenues and operating transfers is shown below in graphic form.

**CITY OF BARTLESVILLE**  
 2020-21 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**  
 2020-21 Operating Budget  
 Description of Major Revenue Sources  
 (continued)

**Water Utility Revenue Estimate  
 Trend Analysis Method**

<u>Fiscal Year</u>	<u>Gallons Billed</u> <u>(thousands)</u>	<u>Percent</u> <u>Increase</u> <u>(Decrease)</u>	<u>Dollars Billed</u>	<u>Percent</u> <u>Increase</u> <u>(Decrease)</u>
2016	1,918,287		7,900,278	
2017	1,892,352	(1.35%)	9,095,895	15.13%
2018	1,821,772	(3.73%)	9,522,842	4.69%
2019	1,641,616	(9.89%)	9,209,635	(3.29%)
2020	1,642,999	0.08%	9,250,192	0.44%
<b>Total</b>	<b><u>8,917,026</u></b>	<b><u>(14.89%)</u></b>	<b><u>44,978,842</u></b>	<b><u>16.97%</u></b>
<b>Average</b>	<b><u>1,783,405</u></b>	<b><u>(3.72%)</u></b>	<b><u>8,995,768</u></b>	<b><u>4.24%</u></b>

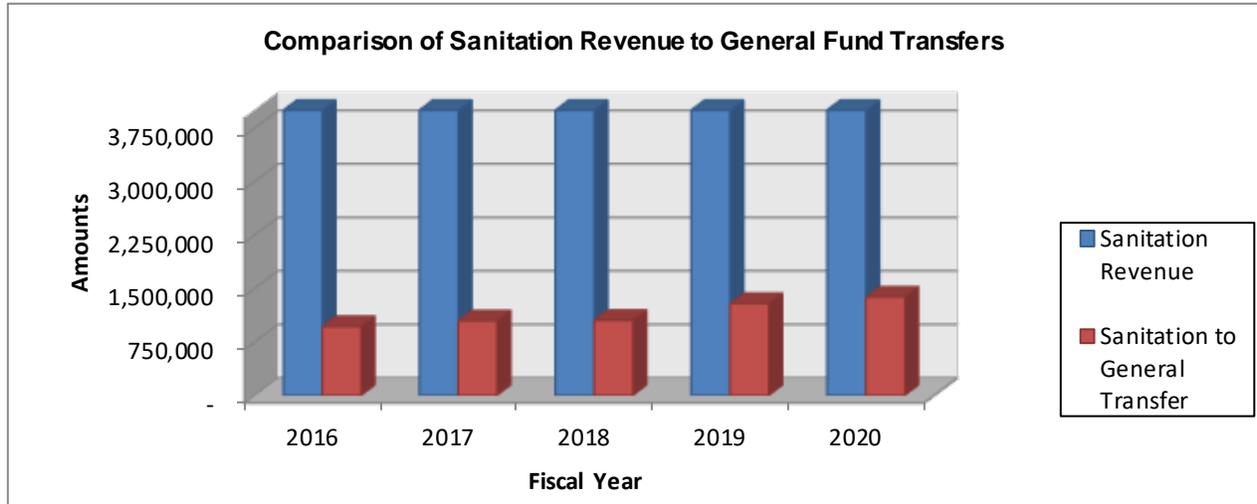
The above analysis indicates that the City's water sales have shrunk by 3.72% per year but revenue has increased by 4.24% per year. The large jump in FY 2016-17 was due to the system change that took effect July 1, 2016 to an inclining block structure for customers with meters smaller than 3" and a flat 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 V of this plan will take effect on July 1, 2020.

With all of these changes included, the resulting amount of \$10,725,588 is the estimated water utility revenue for the City of Bartlesville. This amount also includes \$1,050,000 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, 9.4% of all external recurring revenues; which makes it the fourth largest source of revenue for the City.

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Description of Major Revenue Sources  
 (continued)



**Sanitation Utility Revenue Estimate  
 Trend Analysis Method**

<u>Fiscal Year</u>	<u>Dollars Billed (actuals)</u>	<u>Percent Increase (Decrease)</u>
2016	4,417,513	
2017	4,527,670	2.49%
2018	4,466,926	(1.34%)
2019	4,520,032	1.19%
2020	4,532,040	0.27%
<b>Total</b>	<b><u>22,464,181</u></b>	<b><u>2.61%</u></b>
<b>Average</b>	<b><u>4,492,836</u></b>	<b><u>0.65%</u></b>

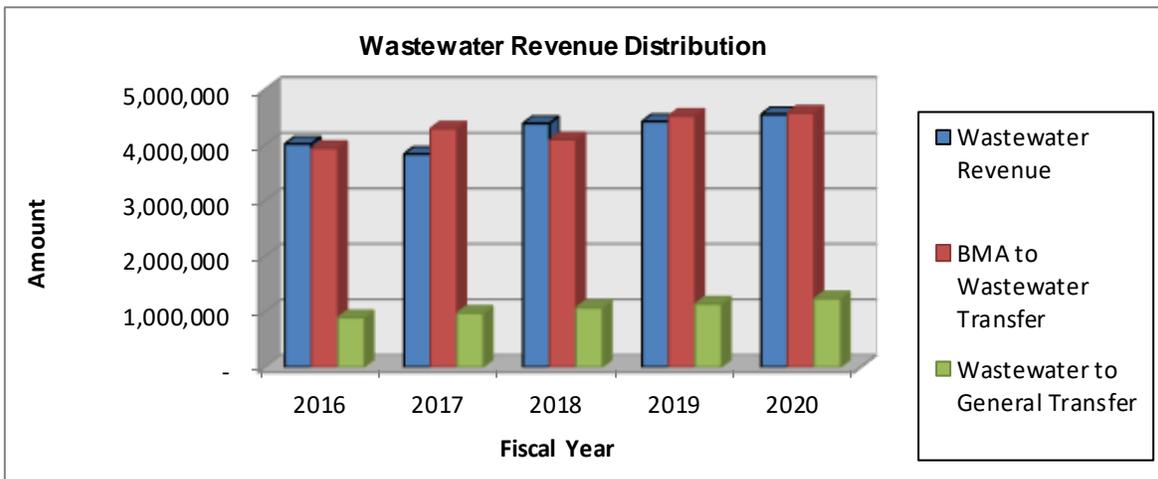
The above analysis indicates that the City’s sanitation sales have marginally increased on average 0.65% per year with very small fluctuations from year to year. Based on the trend analysis and recent results, the City is budgeting for a 0.65% increase in sanitation revenues. This results in \$4,561,498 for the 2020-21 fiscal year sanitation revenues.

**CITY OF BARTLESVILLE**  
 2020-21 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.

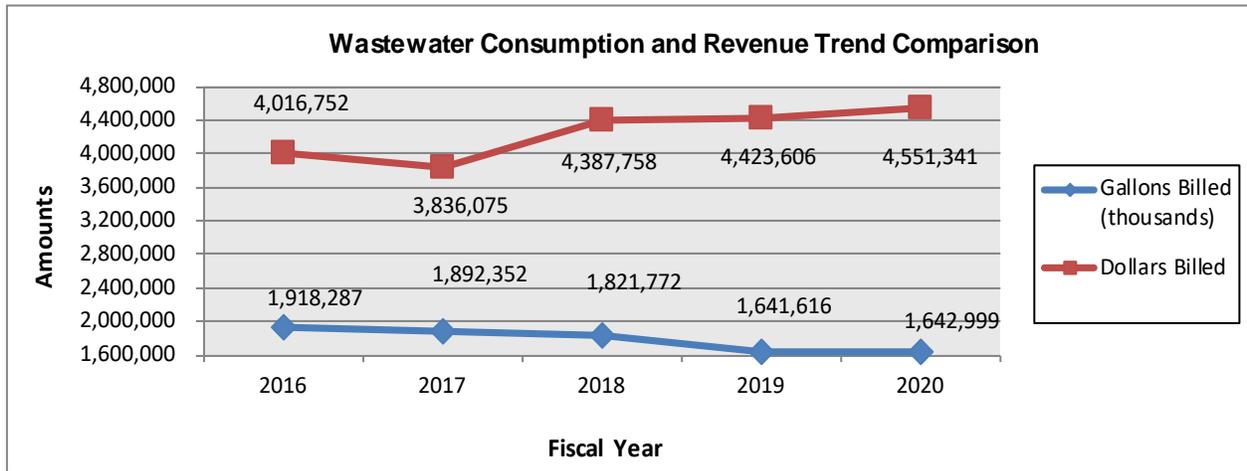
The amounts needed to fund the operations of the City’s wastewater utility are transferred back to the City operated wastewater utility fund. From there, the revenues are used to fund the operation, maintenance, and improvement of the City’s wastewater utility and also to provide operating transfers 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 V of this plan will be effective on July 1, 2020. These changes and the changes to the water rates are the result of a comprehensive water and wastewater study.

**CITY OF BARTLESVILLE**  
 2020-21 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**

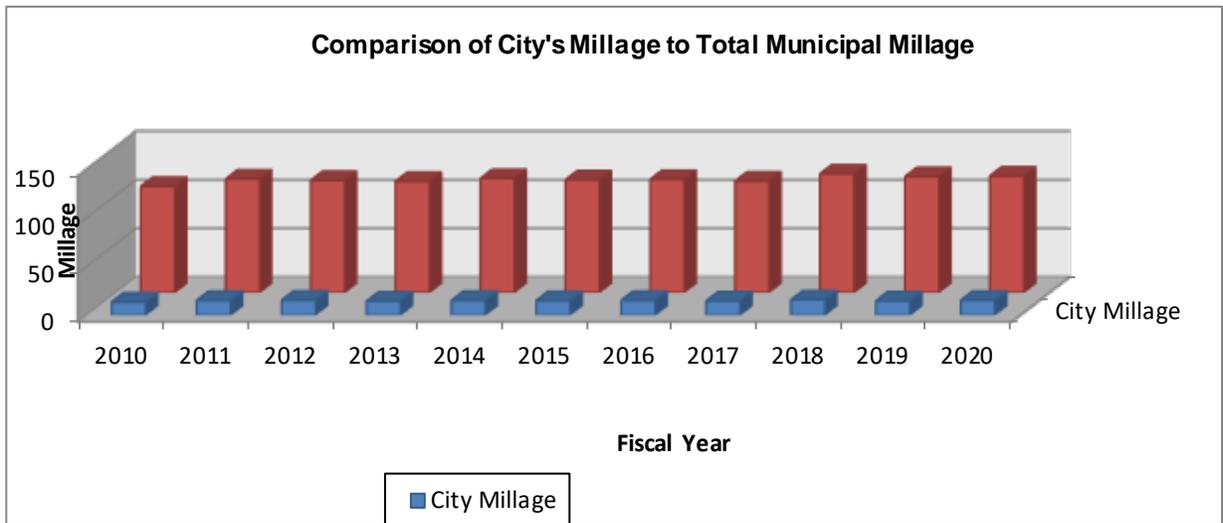
<u>Fiscal Year</u>	<u>Gallons Billed (thousands)</u>	<u>Percent Increase (Decrease)</u>	<u>Dollars Billed</u>	<u>Percent Increase (Decrease)</u>
2016	1,918,287		4,016,752	
2017	1,892,352	(1.35%)	3,836,075	(4.50%)
2018	1,821,772	(3.73%)	4,387,758	14.38%
2019	1,641,616	(9.89%)	4,423,606	0.82%
2020	1,642,999	0.08%	4,551,341	2.89%
<b>Total</b>	<b>8,917,026</b>	<b>(14.89%)</b>	<b>21,215,532</b>	<b>13.59%</b>
<b>Average</b>	<b>1,783,405</b>	<b>(3.72%)</b>	<b>4,243,106</b>	<b>3.40%</b>

Utilizing the results of the comprehensive wastewater study, the City estimates that the new wastewater rates will generate \$6,928,725 in revenue.

**CITY OF BARTLESVILLE**  
2020-21 Operating Budget  
Description of Major Revenue Sources  
(continued)

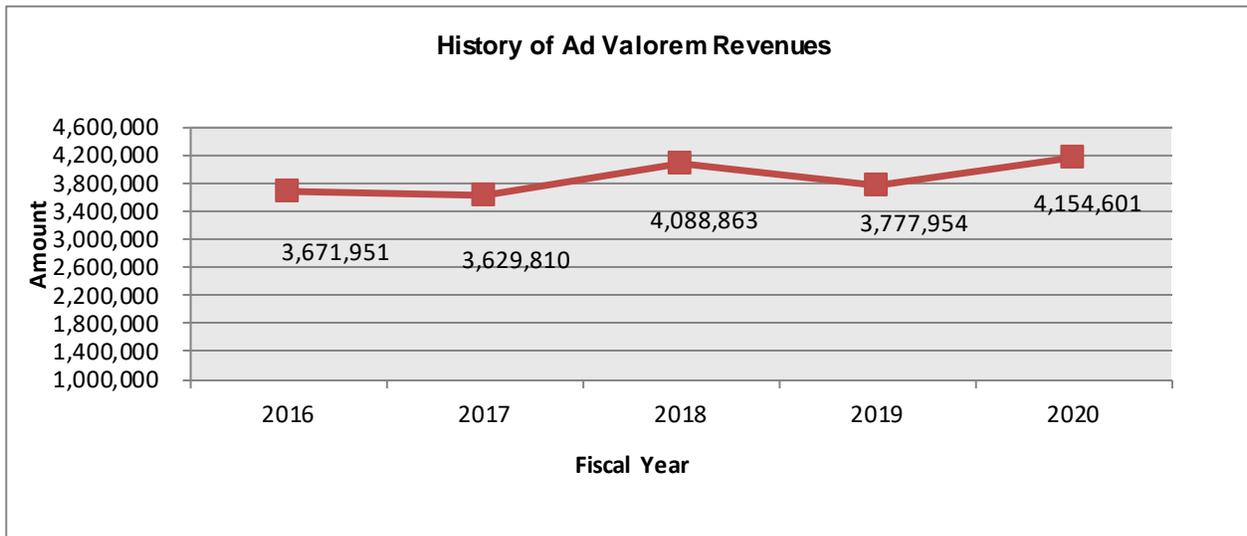
AD VALOREM

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**  
 2020-21 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**  
 2020-21 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 2020-21 is considered to be the actual amount necessary to levy.

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

<u>Bond Issue/Purpose</u>	<u>Principal Requirement</u>	<u>Interest Requirement</u>	<u>Total Requirement</u>
2012 Combined Purpose Bonds	330,000	14,565	344,565
2014 Combined Purpose Bonds	165,000	13,770	178,770
2014B Combined Purpose Bonds	575,000	48,825	623,825
2015 Combined Purpose Bonds	220,000	20,215	240,215
2017 Combined Purpose Bonds	825,000	33,000	858,000
2018A Combined Purpose Bonds	1,140,000	259,350	1,399,350
2018C Combined Purpose Bonds	275,000	76,625	351,625
2019A Combined Purpose Bonds	-	57,525	57,525
2019B Combined Purpose Bonds	-	15,750	15,750
Judgement	<u>65,000</u>	<u>-</u>	<u>65,000</u>
<b>Totals</b>	<b><u>3,595,000</u></b>	<b><u>539,625</u></b>	<b><u>4,134,625</u></b>
		Add: Financial Agent Fees	<u>2,100</u>
	<b>Balance to Levy</b>		<b><u>4,136,725</u></b>

# ***CITY OF BARTLESVILLE***

## 2020-21 Operating Budget All Funds Personnel Summary

<b>PERSONNEL COUNTS BY FUND &amp; DEPARTMENT</b>	<b>2018-19 ACTUAL FTEs</b>	<b>2019-20 BUDGETED FTEs</b>	<b>2019-20 ACTUAL FTEs</b>	<b>2020-21 BUDGETED FTEs</b>
General Fund:				
Administration	7	6	6	6
Accounting and Finance	16	16.5	16.5	16.5
Legal	2.23	2.23	2.23	2.23
Building and Neighborhood Service	7	7.5	7.5	7.5
Building Maintenance	5	5	5	5
Community Development	3	4	3	4
Technical Services	4	4	4	4
Engineering	7	7	7	7
Fleet Maintenance	4	5	5	5
Fire	70	70	70	70
Police	70	70	71	71
Street	17	16	16	16
Library	18.7	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>	<b>252.56</b>	<b>253.56</b>	<b>253.56</b>	<b>254.56</b>
E-911 Fund:				
Emergency Dispatch	<b>15.1</b>	<b>15.1</b>	<b>15.1</b>	<b>15.1</b>
Special Library:				
Library	<b>1.13</b>	<b>1.13</b>	<b>1.13</b>	<b>1.13</b>
Special Museum:				
Museum	<b>1.23</b>	<b>1.23</b>	<b>1.23</b>	<b>1.23</b>
Wastewater Fund:				
Wastewater Maintenance	<b>10.5</b>	<b>10.5</b>	<b>11.5</b>	<b>11</b>
Water Fund:				
Water Plant	15	15	15	15
Water Administration	2	2	2	2
Water Distribution	20.5	20.5	21.5	21
<i>Total Water</i>	<b>37.5</b>	<b>37.5</b>	<b>38.5</b>	<b>38</b>
Sanitation Fund:				
Sanitation	<b>31</b>	<b>31</b>	<b>31</b>	<b>31</b>
Golf Course Fund:				
Municipal Golf Course	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>Total Personnel</b>	<b><u>352.02</u></b>	<b><u>353.02</u></b>	<b><u>355.02</u></b>	<b><u>355.02</u></b>

As explained more fully in the City Manager’s Letter earlier in this document, there is an increase of 1 full time positions added to the budget and one position that was created in the current fiscal year. The new position is the addition of a school resource officer. This officer was hired at the request of BPS and is primarily funded by them. The position added in the current fiscal year was the addition of a Wastewater/Water Supervisor. This resulted in an increase of 2 FTEs over the prior fiscal year budget.

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**All Funds Capital Expenditures Summary**

<b>EXPENDITURES BY FUND &amp; DEPARTMENT</b>	<b>2020-21 BUDGETED CAPITAL EXPENDITURES</b>
Municipal Airport Fund:	
Airport	276,827
Neighborhood Park Fund:	
Park and Recreation	8,353
General Services	945,000
Engineering	57,378
Fire	115,000
Street	2,862,000
Park and Recreation	2,747,255
<i>Total CIP - Sales Tax</i>	<b>7,011,633</b>
CIP - City Hall:	
General Services	18,898
CIP - Storm Sewer Fund:	
Storm Sewer	93,012
2008B GO Bond Fund:	
Parks & Recreation	88
2009 GO Bond Fund:	
Street	2,636
2012 GO Bond Fund:	
Sooner Pool	106,472
2014 GO Bond Fund:	
Street	73,351
2014B GO Bond Fund:	
Police	26,634
2015 GO Bond Fund:	
Street	13,011
2017 GO Bond Fund:	
Street	140,000
Park and Recreation	106,407
<i>Total 2017 GO Bond</i>	<b>246,407</b>
2018A GO Bond Fund:	
Library	180,000
Park and Recreation	190,000
<i>Total 2018A GO Bond</i>	<b>370,000</b>
2018B GO Bond Fund:	
Storm Sewer	442,439
2018C GO Bond Fund:	
Library	30,500
Street	680,000
Park and Recreation	160,000
<i>Total 2018C GO Bond</i>	<b>870,500</b>
2019A GO Bond Fund:	
Street	853,831
Park and Recreation	894,959
<i>Total 2019A GO Bond</i>	<b>1,748,790</b>
2019B GO Bond Fund:	
Storm Sewer	546,570
Capital Reserve Fund:	
General Services	10,000
IT	79,400
Police	16,000
Park and Recreation	138,000
Adams Municipal Golf Course	-
Chickasaw Wastewater Treatment Plant	3,513,400
Wastewater Maintenance	3,300,000
Water Plant	25,000
Water Administration	9,145,000
Water Distribution	1,850,000
Sanitation	2,650,000
<i>Total Capital Reserve Fund</i>	<b>20,726,800</b>
	<b>\$ 32,582,421</b>

***CITY OF BARTLESVILLE***  
**2020-21 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.

<u>Fund</u>	<u>Dept</u>	<u>Title</u>	<u>Amount</u>	<u>Description</u>
CIP - Sales Tax	General	Renovation	\$ 550,000	Community Center Auditorium Renovations
CIP - Sales Tax	Police	Vehicles	\$ 210,000	Purchase of 7 new police vehicles
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	Parks	Pathfinder Improvements	\$ 197,255	Improvements to the cities pathfinder parkways
CIP - Sales Tax	Sooner Pool	Improvements	\$ 2,550,000	Sooner Pool recreational expansion
CIP - Wastewater Reg	Wastewater Maint	Replace Channel Monster	\$ 40,000	Replace Channel Monster at WWTP
2012 G.O. Bond Fund	Sooner Pool	Sooner Pool repair	\$ 106,472	Sooner Pool maintenance and repairs
2014 G.O. Bond Fund	Street	Street Maintenance	\$ 73,351	Preventative street maintenance projects
2015 G.O. Bond Fund	Street	Street Maintenance	\$ 13,011	Preventative street maintenance projects
2017 G.O. Bond Fund	Parks	Pathfinder Parkway Improvements	\$ 73,907	Renovate and Expand Pathfinder
2017 G.O. Bond Fund	Street	Overlay	\$ 140,000	Nova Road Asphalt Overlay
2018A G.O. Bond Fund	Parks	Signage	\$ 100,000	City Gateway Signage
2018B G.O. Bond Fund	Storm Sewer	Quail Place	\$ 442,439	Quail Place Tributary
2018C G.O. Bond Fund	Street	Street Maintenance	\$ 500,000	Preventative street maintenance projects
2019A G.O. Bond Fund	Street	Rehab	\$ 400,000	Cudahy Concrete Rehab
2019A G.O. Bond Fund	Parks	Johnstone Pavilion	\$ 350,000	Johnstone Pavilion Splash Pad
2019B G.O. Bond Fund	Storm Sewer	Candlestick Court	\$ 346,000	Candlestick Court Storm Drain Rehab

Total \$ 9,192,435

**CITY OF BARTLESVILLE**  
**2020-21 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
2020	\$ 201,487	605,062	806,549	\$ 2,075,050	\$ -	806,549	5,696,383
2021	3,300,000	200,000	3,500,000	2,075,050	-	3,500,000	4,271,433
2022	217,500	2,355,000	2,572,500	2,075,050	-	2,572,500	3,773,983
2023	50,100,000	80,000	50,180,000	2,075,050	50,000,000	50,180,000	5,669,033
2024	-	450,000	450,000	2,075,050	-	450,000	7,294,083
2025	210,000	2,292,500	2,502,500	2,075,050	-	2,502,500	6,866,633
<b>Total</b>	<b>\$ 53,827,500</b>	<b>5,377,500</b>	<b>59,205,000</b>	<b>\$ 10,375,250</b>	<b>\$ 50,000,000</b>	<b>59,205,000</b>	

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

Fiscal Year	Fund/Dept	Item Description	Number of Items	Cost of Purchase
2021	509-710	SCADA upgrades for remaining 8 stations	1	\$ 100,000
2021	509-710	Replace 1/2 ton truck 4x4 (2007)	1	\$ 30,000
2021	509-710	Engineering Design for WWTP	1	\$ 3,000,000
2021	509-710	Replace farm tractor for land application of biosolids	1	\$ 170,000
2022	509-710	Replace 1/2 ton truck 4x2 (2007)	1	\$ 27,500
2022	509-710	Replace injection unit for land application of biosolids	1	\$ 150,000
2022	509-710	Replace Vacuum tank trailer for land application of biosolids	1	\$ 40,000
2023	509-710	Replace Pumps at Polaris	1	\$ 50,000
2023	509-710	Replace Pumps at Herrick	1	\$ 50,000
2023	509-710	Expand Existing WWTP	1	\$ 50,000,000
2025	509-710	Replace Pumps at Tuxedo	1	\$ 150,000
2025	509-710	Replace 1/2 ton trucks 4x2 (2012)	1	\$ 60,000

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**All Funds Capital Expenditures Summary**  
(continued)

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

<b>Fiscal Year</b>	<b>Fund/Dept</b>	<b>Item Description</b>	<b>Number of Items</b>	<b>Cost of Purchase</b>
2021	509-715	Maple Lift station and FM replacement (design)	1	\$ 200,000
2022	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
2025	509-715	Turkey Creek 36" Sewer Line Rehab	1	\$ 2,250,000
2025	509-715	Replace 1.25-ton with dump bed (2014)	1	\$ 42,500

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

<b>Fiscal Year</b>	<b>Capital Plan Summaries</b>				<b>Funding Summaries</b>			
	<b>Water Plant</b>	<b>Water Admin</b>	<b>Water Distribution</b>	<b>Total</b>	<b>Revenue to Cap Res Fund</b>	<b>Debt Issued</b>	<b>Expenses</b>	<b>Cash Balance</b>
2020	\$ 285,939	1,555,423	103,995	1,945,357	\$ 1,007,280	\$ -	1,945,357	2,413,014
2021	9,125,000	225,000	2,200,000	11,550,000	1,007,280	8,500,000	11,550,000	370,294
2022	50,000	-	35,000	85,000	1,007,280	-	85,000	1,292,574
2023	225,000	-	170,000	395,000	1,007,280	-	395,000	1,904,854
2024	250,000	-	30,000	280,000	1,007,280	-	280,000	2,632,134
2025	100,000	-	145,000	245,000	1,007,280	-	245,000	3,394,414
<b>Total</b>	<b>\$ 9,750,000</b>	<b>225,000</b>	<b>2,580,000</b>	<b>12,555,000</b>	<b>\$ 5,036,400</b>	<b>\$ 8,500,000</b>	<b>12,555,000</b>	

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

<b>Fiscal Year</b>	<b>Fund</b>	<b>Item Description</b>	<b>Number of Items</b>	<b>Cost of Purchase</b>
2021	510-720	Pump Station and Force Main for WW Reuse	1	\$ 9,000,000
2021	510-720	PLC Replacement - Pump Stations	1	\$ 50,000
2021	510-720	1/2 ton truck (replaces 2006 unit)	1	\$ 25,000
2021	510-720	PLC Replacement - Pump Stations	1	\$ 50,000
2022	510-720	Refurbish Peristaltic Pumps	1	\$ 50,000
2023	510-720	PLC Replacement - Water Plant	1	\$ 125,000
2023	510-720	Refurbish Transfer Pumps and Motors	1	\$ 100,000
2024	510-720	Replace High Service Pump VFD	1	\$ 250,000
2025	510-720	Replace blowers (2) for filter backwash	1	\$ 100,000

**CITY OF BARTLESVILLE**  
 2020-21 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
2021	510-725	Replace truck shed	1	\$ 225,000

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

Fiscal			Number of	
Year	Fund	Item Description	Items	Cost of Purchase
2021	510-730	Replace Water Lines in-House (material purchase only)	3000 ft	\$ 50,000
2021	510-730	Mueller Communication Upgrade (move to 4G, 3G phased out)	1	\$ 225,000
2021	510-730	20" Water Line (Frank Phillips, Silver Lake to Highway 75)	4,880 ft.	\$ 1,850,000
2021	510-730	1-ton truck with flatbed dump (replaces 2008 unit)	1	\$ 40,000
2021	510-730	3/4 ton extended cab truck 4x4 (replaces 2009 unit)	1	\$ 35,000
2022	510-730	3/4-ton truck with utility bed (replaces 2009 unit)	1	\$ 35,000
2023	510-730	Dump Truck (10 wheel) - replaces 2005 unit	1	\$ 130,000
2023	510-730	1-ton truck with flatbed dump	1	\$ 40,000
2024	510-730	1/2 ton 4x4 (replaces 2014 unit)	1	\$ 30,000
2025	510-730	Backhoe	1	\$ 115,000
2025	510-730	1/2 ton 4x4 (replaces 2014 unit)	1	\$ 30,000

**CITY OF BARTLESVILLE**  
**2020-21 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
2020	\$ 1,619,425	1,619,425	\$ 740,000	\$ -	1,619,425	888,294
2021	195,000	195,000	200,000	-	195,000	893,294
2022	475,000	475,000	750,000	-	475,000	1,168,294
2023	1,890,000	1,890,000	750,000	-	1,890,000	28,294
2024	350,000	350,000	750,000	-	350,000	428,294
2025	1,800,000	1,800,000	750,000	-	1,800,000	(621,706)
<b>Total</b>	<b>\$ 4,710,000</b>	<b>4,710,000</b>	<b>\$ 3,200,000</b>	<b>\$ -</b>	<b>4,710,000</b>	

**SANITATION 5 YR CAPITAL PLAN - DETAIL**

Fiscal Year	Fund	Item Description	Number of Items	Cost of Purchase
2021	511-750	Half Ton Pickup	1	\$ 35,000
2021	511-750	Grapppler Loader	1	\$ 160,000
2022	511-750	Rear Load Refuse Truck	2	\$ 300,000
2022	511-750	Roll Off Refuse Truck	1	\$ 175,000
2023	511-750	One Ton Truck	2	\$ 90,000
2023	511-750	Poly Carts	25,000	\$ 1,500,000
2023	511-750	Rear Load Refuse Truck	2	\$ 300,000
2024	511-750	Roll Off Refuse Truck	2	\$ 350,000
2025	511-750	Automated Refuse Truck	4	\$ 1,500,000
2025	511-750	Rear Load Refuse Truck	2	\$ 300,000

***CITY OF BARTLESVILLE***  
2020-21 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***  
2020-21 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%.

**2018C Combined Purpose Bonds - \$2,500,000**

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%.

**2019A Combined Purpose Bonds - \$2,000,000**

The 2019A bonds are due in annual payments of \$220,000 with a final payment of \$240,000 on Dec 1, 2029. The bonds pay semi-annual int rates varying from 1.25-2.0%.

**2019B Combined Purpose Bonds - \$600,000**

The 2019B bonds are due in annual payments of \$100,000 with a final payment being on Dec 1, 2026. The bonds pay semi-annual interest rates varying from 1.25-2.0%.

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**  
 2020-21 Operating Budget  
 Debt Service Calculations and Information  
 (continued)

**Debt Service Requirements**

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2021	3,530,000	539,625	4,069,625
2022	3,850,000	436,726	4,286,726
2023	3,055,000	352,950	3,407,950
2024	2,710,000	286,019	2,996,019
2025	2,555,000	219,995	2,774,995
2026	1,975,000	163,335	2,138,335
2027	1,735,000	112,325	1,847,325
2028	1,635,000	63,100	1,698,100
2029	520,000	13,000	533,000
2030	240,000	2,400	242,400
<b>Grand Total</b>	<b><u>21,805,000</u></b>	<b><u>2,189,475</u></b>	<b><u>23,994,475</u></b>

**REVENUE BONDS**

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

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

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

***CITY OF BARTLESVILLE***  
2020-21 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 refinanced the Drinking Water SRF Series 2008 to reduce interest cost and shorten the payback period. Principal payments ranging between \$450,000 and \$1,145,000 are due semiannually starting April 1, 2020. The note has an interest rate of 2.75%.

**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***  
 2020-21 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>
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>
<b>Grand Total</b>	<b><u>33,746,871</u></b>	<b><u>11,106,098</u></b>	<b><u>44,852,969</u></b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Current and Prior Years' Revenue Summary by Fund Type

<b>FUND &amp; SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 APPROVED</b>
<b>GENERAL FUND</b>				
<b>General Fund:</b>				
Sales Tax	\$ 14,625,639	\$ 14,540,934	\$ 14,883,728	\$ 14,249,480
Franchise Tax	1,436,660	1,449,600	1,465,497	1,437,700
Licenses & Permits	251,917	229,000	283,747	215,600
Intergovernmental	625,342	637,800	712,940	703,500
Charges for Services	710,444	688,700	740,876	686,700
Fines and Forfeits	705,471	869,500	750,636	858,600
Interest and Investment Income	406,584	100,000	201,268	100,000
Donations and Miscellaneous	166,156	31,600	67,287	41,600
Transfers In	4,223,351	4,553,111	4,553,111	4,872,210
<b>Total General Fund</b>	<b>\$ 23,151,564</b>	<b>\$ 23,100,245</b>	<b>\$ 23,659,090</b>	<b>\$ 23,165,390</b>
<b>SPECIAL REVENUE FUNDS</b>				
<b>Economic Development Fund:</b>				
Sales Tax	\$ 1,388,719	\$ 1,371,786	\$ 1,404,125	\$ 1,344,291
Hotel-Motel Tax	209,612	208,600	208,600	208,600
Interest and Investment Income	11,018	-	-	-
<b>Total Economic Development</b>	<b>\$ 1,609,349</b>	<b>\$ 1,580,386</b>	<b>\$ 1,612,725</b>	<b>\$ 1,552,891</b>
<b>E-911 Fund:</b>				
E-911 Service Tax	\$ 114,661	\$ 95,100	\$ 83,262	\$ 83,200
E-911 Wireless Fee	412,124	402,400	421,039	429,400
Charges for Services	2,400	2,400	2,400	2,400
Interest and Investment Income	269	-	-	-
Transfers In	434,488	551,414	551,414	498,118
<b>Total E-911</b>	<b>\$ 963,942</b>	<b>\$ 1,051,314</b>	<b>\$ 1,058,115</b>	<b>\$ 1,013,118</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Current and Prior Years' Revenue Summary by Fund Type  
 (continued)

<b>FUND &amp; SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 APPROVED</b>
<b>Special Library Fund:</b>				
Intergovernmental	\$ 37,893	\$ 27,100	\$ 27,100	\$ 27,100
Interest and Investment Income	2,627	-	-	-
Donations and Miscellaneous	28,653	-	12,928	-
Transfers In	72,350	70,000	74,850	70,000
Total Special Library	<u>\$ 141,523</u>	<u>\$ 97,100</u>	<u>\$ 114,878</u>	<u>\$ 97,100</u>
<b>Special Museum Fund:</b>				
Interest and Investment Income	\$ 1,090	\$ -	\$ -	\$ -
Donations and Miscellaneous	21,582	-	35,210	-
Transfers In	-	5,000	5,000	-
Total Special Museum	<u>\$ 22,672</u>	<u>\$ 5,000</u>	<u>\$ 40,210</u>	<u>\$ -</u>
<b>Municipal Airport Fund:</b>				
Intergovernmental	\$ 260,349	\$ -	\$ -	\$ -
Interest and Investment Income	2,635	-	-	-
Total Municipal Airport	<u>\$ 262,984</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Harshfield Library Donation Fund:</b>				
Donations and Miscellaneous	\$ 6,971	\$ -	\$ -	\$ -
Total Restricted Donations	<u>\$ 6,971</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Restricted Revenue Fund:</b>				
Donations and Miscellaneous	\$ 166,651	\$ -	\$ 731,672	\$ -
Total Restricted Donations	<u>\$ 166,651</u>	<u>\$ -</u>	<u>\$ 731,672</u>	<u>\$ -</u>
<b>Golf Course Memorial Fund:</b>				
Interest and Investment Income	\$ 211	\$ -	\$ -	\$ -
Donations and Miscellaneous	76,920	-	7,850	-
Total Golf Course Memorial	<u>\$ 77,131</u>	<u>\$ -</u>	<u>\$ 7,850</u>	<u>\$ -</u>
<b>JAG Fund:</b>				
Intergovernmental	\$ -	\$ 6,000	\$ 2,770	\$ -
Interest and Investment Income	-	-	-	-
Donations and Miscellaneous	-	-	-	-
Total JAG	<u>\$ -</u>	<u>\$ 6,000</u>	<u>\$ 2,770</u>	<u>\$ -</u>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Current and Prior Years' Revenue Summary by Fund Type  
 (continued)

<b>FUND &amp; SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 APPROVED</b>
<b>Neighborhood Park Fund:</b>				
Interest and Investment Income	\$ 77	\$ -	\$ -	\$ -
Total Neighborhood Park	<u>\$ 77</u>	<u>\$ -</u>	<u>\$ 6,170</u>	<u>\$ -</u>
<b>Cemetery Perpetual Care Fund:</b>				
Charges for Services	\$ 2,456	\$ 2,700	\$ 1,352	\$ 1,200
Interest and Investment Income	38	-	-	-
Donations and Miscellaneous	-	-	-	-
Total Cemetery Perpetual Care	<u>\$ 2,494</u>	<u>\$ 2,700</u>	<u>\$ 1,352</u>	<u>\$ 1,200</u>
<b>Memorial Stadium Fund:</b>				
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Transfers In	-	-	-	-
Total Memorial Stadium	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Total Special Revenue Funds</b>	<b><u>\$ 3,253,794</u></b>	<b><u>\$ 2,742,500</u></b>	<b><u>\$ 3,575,742</u></b>	<b><u>\$ 2,664,309</u></b>

**DEBT SERVICE FUND**

**Debt Service Fund:**

Ad Valorem - Current Year	\$ 3,777,954	\$ 3,889,308	\$ 4,154,601	\$ 4,137,025
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**CAPITAL PROJECTS FUNDS**

**CIP - Sales Tax Fund:**

Sales Tax	\$ 2,679,550	\$ 2,743,573	\$ 2,808,251	\$ 2,688,581
Intergovernmental	-	-	138,813	-
Interest and Investment Income	28,873	-	-	-
Donations and Miscellaneous	368,398	-	595	-
Total CIP - Sales Tax	<u>\$ 3,076,821</u>	<u>\$ 2,743,573</u>	<u>\$ 2,947,659</u>	<u>\$ 2,688,581</u>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Current and Prior Years' Revenue Summary by Fund Type  
 (continued)

<b>FUND &amp; SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 APPROVED</b>
<b>CIP - Wastewater Fund:</b>				
Charges for Services	\$ 13,000	\$ -	\$ 14,696	\$ -
Interest and Investment Income	4,348	-	-	-
Total CIP - Wastewater	<u>\$ 17,348</u>	<u>\$ -</u>	<u>\$ 14,696</u>	<u>\$ -</u>
<b>CIP - Wastewater Regulatory Fund:</b>				
Interest and Investment Income	\$ 34,058	\$ -	\$ -	\$ -
Transfer in from BMA - Water	-	-	-	-
Total CIP - Wastewater	<u>\$ 34,058</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>CIP - City Hall Fund:</b>				
Charges for Services	\$ 25,464	\$ 21,049	\$ 28,155	\$ 5,000
Interest and Investment Income	1,396	-	-	-
Total CIP - City Hall	<u>\$ 26,860</u>	<u>\$ 21,049</u>	<u>\$ 28,155</u>	<u>\$ 5,000</u>
<b>CIP - Storm Sewer Fund:</b>				
Charges for Services	\$ 5,088	\$ -	\$ 3,881	\$ -
Interest and Investment Income	\$ 3,246	\$ -	\$ -	\$ -
Total CIP - Storm Sewer	<u>\$ 8,334</u>	<u>\$ -</u>	<u>\$ 3,881</u>	<u>\$ -</u>
<b>CDBG Fund:</b>				
Intergovernmental	<u>\$ 80,578</u>	<u>\$ -</u>	<u>\$ 150,547</u>	<u>\$ -</u>
<b>2008B G.O. Bond Fund:</b>				
Interest and Investment Income	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>2009 G.O. Bond Fund:</b>				
Interest and Investment Income	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>2010 G.O. Bond Fund:</b>				
Interest and Investment Income	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>2012 G.O. Bond Fund:</b>				
Interest and Investment Income	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Current and Prior Years' Revenue Summary by Fund Type  
 (continued)

<b>FUND &amp; SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 APPROVED</b>
<b>2014 G.O. Bond Fund:</b>				
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
<b>2014B G.O. Bond Fund:</b>				
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
<b>2015 G.O. Bond Fund:</b>				
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
<b>2017 G.O. Bond Fund:</b>				
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
<b>2018A G.O. Bond Fund:</b>				
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
<b>2018B G.O. Bond Fund:</b>				
Proceeds from Issuance of Debt	-	471,439	-	-
<b>2018C G.O. Bond Fund:</b>				
Proceeds from Issuance of Debt	\$ 2,500,000	\$ -	\$ -	\$ -
<b>2019A G.O. Bond Fund:</b>				
Proceeds from Issuance of Debt	\$ -	\$ 2,000,000	\$ 2,000,000	\$ -
<b>2019B G.O. Bond Fund:</b>				
Proceeds from Issuance of Debt	\$ -	\$ 600,000	\$ 600,000	\$ -
<b>Total Capital Project Funds</b>	<b>\$ 5,738,911</b>	<b>\$ 5,836,061</b>	<b>\$ 5,741,057</b>	<b>\$ 2,693,581</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Current and Prior Years' Revenue Summary by Fund Type  
 (continued)

<b>FUND &amp; SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 APPROVED</b>
<b>ENTERPRISE FUNDS</b>				
<b>Wastewater Operating Fund:</b>				
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Donations and Miscellaneous	4,351	-	-	-
Transfers In	4,500,473	4,577,622	4,577,622	4,824,591
Total Wastewater Operating	<u>\$ 4,504,824</u>	<u>\$ 4,577,622</u>	<u>\$ 4,577,622</u>	<u>\$ 4,824,591</u>
<b>Water Operating Fund:</b>				
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Donations and Miscellaneous	894	-	5,958	5,000
Transfers In	5,987,628	6,737,055	6,737,055	6,453,922
Total Water Operating	<u>\$ 5,988,522</u>	<u>\$ 6,737,055</u>	<u>\$ 6,743,013</u>	<u>\$ 6,458,922</u>
<b>Sanitation Operating Fund:</b>				
Charges for Services	\$ 4,520,032	\$ 4,543,333	\$ 4,536,441	\$ 4,564,998
Interest and Investment Income	5,725	5,000	-	-
Donations and Miscellaneous	2,789	1,000	901	-
Total Sanitation Operating	<u>\$ 4,528,546</u>	<u>\$ 4,549,333</u>	<u>\$ 4,537,342</u>	<u>\$ 4,564,998</u>
<b>Golf Course Operating Fund:</b>				
Charges for Services	\$ 295,124	\$ 299,500	\$ 310,232	\$ 314,700
Interest and Investment Income	341	-	-	-
Transfers In	133,549	173,382	173,387	137,296
Total Golf Course Operating	<u>\$ 429,014</u>	<u>\$ 472,882</u>	<u>\$ 483,619</u>	<u>\$ 451,996</u>
<b>Sooner Pool Fund:</b>				
Interest and Investment Income	\$ 85	\$ -	\$ -	\$ -
Transfers In	29,902	44,750	44,744	37,360
Total Sooner Pool	<u>\$ 29,987</u>	<u>\$ 44,750</u>	<u>\$ 44,744</u>	<u>\$ 37,360</u>
<b>Frontier Pool Fund:</b>				
Interest and Investment Income	\$ 190	\$ -	\$ -	\$ -
Transfers In	40,820	49,681	49,677	35,806
Total Frontier Pool	<u>\$ 41,010</u>	<u>\$ 49,681</u>	<u>\$ 49,677</u>	<u>\$ 35,806</u>
<b>Total Enterprise Funds</b>	<b><u>\$ 15,521,903</u></b>	<b><u>\$ 16,431,323</u></b>	<b><u>\$ 16,436,017</u></b>	<b><u>\$ 16,373,673</u></b>

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**Current and Prior Years' Revenue Summary by Fund Type**  
(continued)

<b>FUND &amp; SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 APPROVED</b>
<b>INTERNAL SERVICE FUNDS</b>				
<b>Worker's Compensation Fund:</b>				
Interest and Investment Income	\$ 857	\$ 1,000	\$ -	\$ -
Donations and Miscellaneous	-	-	9,803	-
Contribution from Operate Dept.	242,046	258,991	258,991	150,966
Total Worker's Compensation	<u>\$ 242,903</u>	<u>\$ 259,991</u>	<u>\$ 268,794</u>	<u>\$ 150,966</u>
<b>Health Insurance Fund:</b>				
Employee Contributions	\$ 386,672	\$ 395,000	\$ 429,000	\$ 429,000
Retiree Contributions	281,317	185,000	145,000	145,000
Interest and Investment Income	3,000	5,100	5,100	2,500
Reimbursement of Operations	2,385,106	2,838,412	2,838,412	2,519,598
Reimbursement by Contract	-	300,000	411,029	300,000
Total Health Insurance	<u>\$ 3,056,095</u>	<u>\$ 3,723,512</u>	<u>\$ 3,828,541</u>	<u>\$ 3,396,098</u>
<b>Auto Collision Fund:</b>				
Donations and Miscellaneous	\$ -	\$ -	\$ 37,210	\$ -
Transfers In	100,000	75,000	75,000	75,000
Total Auto Collision	<u>\$ 100,000</u>	<u>\$ 75,000</u>	<u>\$ 112,210</u>	<u>\$ 75,000</u>
<b>Stabilization Reserve Fund:</b>				
Transfers In	\$ 746,648	\$ 767,456	\$ 767,456	\$ 790,861
<b>Capital Reserve Fund:</b>				
Charges for Services	\$ 2,935,438	\$ 2,996,706	\$ 3,032,330	\$ 3,150,000
Grants	35,934	-	12,000	-
Debt Proceeds	-	8,500,000	-	8,500,000
Transfers In	1,080,000	1,140,000	1,140,000	450,000
Total Capital Reserve Fund	<u>\$ 4,051,372</u>	<u>\$12,636,706</u>	<u>\$ 4,184,330</u>	<u>\$12,100,000</u>
<b>Total Internal Service Funds</b>	<b><u>\$ 8,197,018</u></b>	<b><u>\$17,462,665</u></b>	<b><u>\$ 9,161,331</u></b>	<b><u>\$16,512,925</u></b>
<b>FIDUCIARY FUNDS</b>				
<b>Mausoleum Trust Fund:</b>				
Interest and Investment Income	\$ 81	\$ -	\$ 86	\$ -
<b>BARTLESVILLE MUNICIPAL AUTHORITY</b>				
<b>BMA - Wastewater Fund:</b>				
Charges for Services	\$ 4,387,758	\$ 4,452,797	\$ 4,551,341	\$ 4,828,725
Donations and Miscellaneous	42,873	40,400	58,369	30,300
Total BMA - Wastewater	<u>\$ 4,430,631</u>	<u>\$ 4,493,197</u>	<u>\$ 4,609,710</u>	<u>\$ 4,859,025</u>
<b>BMA - Water Fund:</b>				
Charges for Services	\$ 9,522,845	\$ 9,532,281	\$ 9,250,152	\$ 9,675,588
Interest and Investment Income	3,654	-	-	-
Total BMA - Water	<u>\$ 9,526,499</u>	<u>\$ 9,532,281</u>	<u>\$ 9,250,152</u>	<u>\$ 9,675,588</u>
<b>Total BMA Funds</b>	<b><u>\$13,957,130</u></b>	<b><u>\$14,025,478</u></b>	<b><u>\$13,859,862</u></b>	<b><u>\$14,534,613</u></b>
<b>TOTAL REVENUE ALL FUNDS</b>	<b><u>\$73,598,355</u></b>	<b><u>\$83,487,580</u></b>	<b><u>\$76,587,786</u></b>	<b><u>\$80,081,516</u></b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Current and Prior Years' Expenditure Summary by Fund Type

<b>FUND &amp; DEPARTMENT</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 APPROVED</b>
<b>GENERAL FUND</b>				
<b>General Fund:</b>				
City Council	\$ 14,660	\$ 22,660	\$ 12,420	\$ 20,560
Administration	784,086	710,986	710,248	732,443
Accounting and Finance	1,496,780	1,472,406	1,403,696	1,461,691
Legal	168,868	194,358	170,666	191,334
Building & Neighborhood Service	588,369	697,907	694,017	688,726
Building Maintenance	459,716	487,450	480,612	477,308
General Services	658,945	705,486	652,629	701,786
Cemetery	18,311	16,710	10,009	16,710
Community Development	364,047	508,705	501,963	529,828
Technical Services	491,379	818,796	817,116	960,307
Engineering	489,265	389,147	380,123	413,881
Fleet Maintenance	342,336	427,935	402,280	410,068
Fire	5,798,753	5,971,140	6,013,800	6,110,760
Police	5,454,041	5,952,219	5,975,549	5,903,475
Street	1,360,208	1,515,509	1,488,419	1,503,945
Library	1,314,768	1,383,377	1,362,724	1,383,723
History Museum	165,153	183,537	195,153	183,076
Park and Recreation	1,158,071	1,314,764	1,189,411	1,266,572
Transfers Out	1,387,658	1,666,073	1,666,073	1,406,875
Reserves	-	720,700	-	744,606
<b>Total General Fund</b>	<b>\$ 22,515,414</b>	<b>\$ 25,159,865</b>	<b>\$ 24,126,908</b>	<b>\$ 25,107,674</b>
<b>SPECIAL REVENUE FUNDS</b>				
<b>Economic Development Fund:</b>				
Economic Development	\$ 1,635,000	\$ 2,517,557	\$ 1,315,740	\$ 3,069,247
<b>E-911 Fund:</b>				
Emergency Dispatch	\$ 1,003,291	\$ 1,037,323	\$ 1,035,030	\$ 1,056,766
Reserves	-	19,513	-	20,905
<b>Total E-911 Fund</b>	<b>\$ 1,003,291</b>	<b>\$ 1,056,836</b>	<b>\$ 1,035,030</b>	<b>\$ 1,077,671</b>
<b>Special Library Fund:</b>				
Library	\$ 152,342	\$ 178,000	\$ 176,410	\$ 158,700

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Current and Prior Years' Expenditure Summary by Fund Type  
 (continued)

<b>FUND &amp; DEPARTMENT</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 APPROVED</b>
<b>Special Museum Fund:</b>				
Museum	\$ 33,651	\$ 42,500	\$ 25,262	\$ 40,500
<b>Municipal Airport Fund:</b>				
Airport	\$ 280,850	\$ 276,827	\$ -	\$ 279,033
<b>Harshfield Library Donation Fund:</b>				
Library	\$ 30,651	\$ 782,539	\$ 100,390	\$ 650,077
<b>Restricted Revenue Fund:</b>				
General Services	\$ 9,261	\$ 16,092	\$ 53	\$ 63,136
Cemetery	155	21,570	-	24,117
Community Development	-	1,591	-	1,591
Fire	24,460	46,411	45,954	9,289
Police	33,892	95,532	78,895	39,384
Park and Recreation	6,231	731,650	675,688	79,992
Swimming Pools	-	6,192	-	6,192
Total Restricted Donations	<u>\$ 73,999</u>	<u>\$ 919,038</u>	<u>\$ 800,590</u>	<u>\$ 223,701</u>
<b>Golf Course Memorial Fund:</b>				
Municipal Golf Course	\$ 77,429	\$ 16,800	\$ 16,587	\$ 10,130
<b>JAG Fund:</b>				
Police	\$ -	\$ 6,000	\$ 3	\$ 2,778
Transfers Out	-	-	-	-
Total JAG Fund	<u>\$ -</u>	<u>\$ 6,000</u>	<u>\$ 3</u>	<u>\$ 2,778</u>
<b>Neighborhood Park Fund:</b>				
Park and Recreation	\$ -	\$ 8,353	\$ -	\$ 14,659
<b>Cemetery Perpetual Care Fund:</b>				
Cemetery	\$ -	\$ 8,895	\$ -	\$ 8,538
<b>Stadium Operating Fund:</b>				
Transfers	\$ 2,134	\$ -	\$ -	\$ -
<b>Total Special Revenue Funds</b>	<b><u>\$ 3,291,481</u></b>	<b><u>\$ 5,813,345</u></b>	<b><u>\$ 3,470,012</u></b>	<b><u>\$ 5,535,034</u></b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Current and Prior Years' Expenditure Summary by Fund Type  
 (continued)

<b>FUND &amp; DEPARTMENT</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 APPROVED</b>
<b>DEBT SERVICE FUND</b>				
<b>Debt Service Fund:</b>				
Judgments	\$ 70,000	\$ 70,000	\$ 70,000	\$ 65,000
2008A Combined Purpose Bonds	-	-	-	-
2008B Combined Purpose Bonds	244,750	-	-	-
2009 Combined Purpose Bonds	347,231	366,100	366,100	-
2010 Combined Purpose Bonds	748,205	-	-	-
2012 Combined Purpose Bonds	353,312	349,435	349,435	344,865
2014 Combined Purpose Bonds	184,020	181,545	181,545	179,070
2014B Combined Purpose Bonds	637,638	631,312	631,312	624,125
2015 Combined Purpose Bonds	245,740	243,265	243,265	240,515
2017 Combined Purpose Bonds	891,150	874,800	874,800	858,300
2018A Combined Purpose Bonds	276,138	881,300	881,300	1,399,650
2018B Combined Purpose Bonds	15,900	541,050	541,050	-
2018C Combined Purpose Bonds	-	121,550	121,550	351,925
2019A Combined Purpose Bonds	-	-	-	57,525
2019B Combined Purpose Bonds	-	-	-	15,750
<b>Total Debt Service Fund</b>	<b>\$ 4,014,084</b>	<b>\$ 4,260,357</b>	<b>\$ 4,260,357</b>	<b>\$ 4,136,725</b>
<b>CAPITAL PROJECTS FUNDS</b>				
<b>CIP - Sales Tax Fund:</b>				
Building Maintenance	\$ -	\$ -	\$ -	\$ -
General Services	\$ 111,329	\$ 25,000	\$ 2,181	\$ 945,000
Engineering	-	7,378	7,378	57,378
Fire	28,390	-	10,304	115,000
Police	285,247	310,000	210,308	285,000
Storm Sewer	347,654	1,800,000	1,525,000	-
Street	526,660	3,585,000	656,963	2,862,000
Park and Recreation	257,794	532,000	378,514	2,747,255
Municipal Golf Course	37,150	-	26,870	-
Unallocated	-	350,893	-	140,968
<b>Total CIP - Sales Tax</b>	<b>\$ 1,594,224</b>	<b>\$ 6,610,271</b>	<b>\$ 2,817,518</b>	<b>\$ 7,152,601</b>
<b>CIP - Wastewater Fund:</b>				
Wastewater Maintenance	\$ 116,054	\$ 50,000	\$ -	\$ 83,800
Unallocated	-	56,310	-	41,208
<b>Total CIP - Wastewater</b>	<b>\$ 116,054</b>	<b>\$ 106,310</b>	<b>\$ -</b>	<b>\$ 125,008</b>
<b>CIP - Wastewater Regulatory Fund:</b>				
CWWTP	\$ 77,920	\$ -	\$ -	\$ -
Wastewater Maintenance	662,932	360,000	500	-
Transfers Out	255,242	-	-	-
Unallocated	-	-	-	583,531
<b>Total CIP - Wastewater Regulatory</b>	<b>\$ 996,094</b>	<b>\$ 360,000</b>	<b>\$ 500</b>	<b>\$ 583,531</b>

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**Current and Prior Years' Expenditure Summary by Fund Type**  
 (continued)

<b>FUND &amp; DEPARTMENT</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 APPROVED</b>
<b>CIP - City Hall Fund:</b>				
General Services	\$ 24,824	\$ 25,000	\$ 20,480	\$ 18,898
Unallocated	-	25,952	-	-
Total CIP - City Hall	<u>\$ 24,824</u>	<u>\$ 50,952</u>	<u>\$ 20,480</u>	<u>\$ 18,898</u>
<b>CIP - Storm Sewer Fund:</b>				
Storm Sewer	<u>\$ 25,812</u>	<u>\$ 112,656</u>	<u>\$ 28,299</u>	<u>\$ 93,012</u>
<b>CDBG Fund:</b>				
Street	<u>\$ 84,125</u>	<u>\$ 147,000</u>	<u>\$ 147,000</u>	<u>\$ -</u>
<b>2008B G.O Bond Fund</b>				
Parks & Recreation	<u>\$ -</u>	<u>\$ 89</u>	<u>\$ -</u>	<u>\$ 88</u>
<b>2010 G.O Bond Fund</b>				
Street	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 410</u>
<b>2012 G.O Bond Fund</b>				
Police	\$ -	\$ -	\$ -	\$ -
Sooner Pool	-	126,062	19,065	106,472
Total 2012 G.O. Bond	<u>\$ -</u>	<u>\$ 126,062</u>	<u>\$ 19,065</u>	<u>\$ 106,472</u>
<b>2014 G.O Bond Fund</b>				
Street	\$ 222,497	\$ 326,207	\$ 325,000	\$ 73,351
Parks	-	-	-	-
Total 2014 G.O. Bond	<u>\$ 222,497</u>	<u>\$ 326,207</u>	<u>\$ 325,000</u>	<u>\$ 73,351</u>
<b>2014B G.O Bond Fund</b>				
Police	\$ 61,275	\$ 29,970	\$ -	\$ 26,634
Park and Rec	18,336	11,000	15,000	-
Total 2014B G.O. Bond	<u>\$ 79,611</u>	<u>\$ 40,970</u>	<u>\$ 15,000</u>	<u>\$ 26,634</u>
<b>2015 G.O Bond Fund</b>				
Street	\$ 1,811,017	\$ 82,575	\$ 99,645	\$ 13,011
Adams Municipal Golf Course	-	-	-	-
Unallocated	-	-	-	-
Total 2015 G.O. Bond	<u>\$ 1,811,017</u>	<u>\$ 82,575</u>	<u>\$ 99,645</u>	<u>\$ 13,011</u>

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**Current and Prior Years' Expenditure Summary by Fund Type**  
(continued)

<b>FUND &amp; DEPARTMENT</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 APPROVED</b>
<b>2017 G.O Bond Fund</b>				
Street	\$ -	\$ 598,363	\$ 451,148	\$ 140,000
Park and Recreation	1,531,173	332,500	250,000	106,407
Unallocated	34,277	82,148	-	-
Total 2017 G.O. Bond	<u>\$ 1,565,450</u>	<u>\$ 1,013,011</u>	<u>\$ 701,148</u>	<u>\$ 246,407</u>
<b>2018A G.O Bond Fund</b>				
Fire	\$ -	\$ -	\$ 589,266	\$ -
Tech Services	295,979	-	-	-
Library	-	180,000	-	180,000
General Services	19,185	-	-	-
Park and Recreation	668,603	5,557,600	5,444,691	190,000
Adams Municipal Golf Course	104,080	-	-	-
Street	-	2,040,000	2,040,000	-
Unallocated	-	-	-	44,012
Total 2018A G.O. Bond	<u>\$ 1,087,847</u>	<u>\$ 7,777,600</u>	<u>\$ 8,073,957</u>	<u>\$ 414,012</u>
<b>2018B G.O Bond Fund</b>				
Storm Swere	\$ 7,650	\$ 471,439	\$ 29,000	\$ 442,439
Unallocated	-	-	-	-
Total 2018A G.O. Bond	<u>\$ 7,650</u>	<u>\$ 471,439</u>	<u>\$ 29,000</u>	<u>\$ 442,439</u>
<b>2018C G.O Bond Fund</b>				
Accounting and finance	\$ 39,500	\$ -	\$ -	\$ -
Police	43,588	-	431,412	-
Library	-	30,500	-	30,500
Street	-	1,848,000	1,032,106	680,000
Park and Recreation	-	80,000	80,000	160,000
Unallocated	-	-	-	2,894
Total 2018C G.O. Bond	<u>\$ 83,088</u>	<u>\$ 1,958,500</u>	<u>\$ 1,543,518</u>	<u>\$ 873,394</u>
<b>2019A G.O Bond Fund</b>				
Accounting and Finance	\$ -	\$ 62,989	\$ 62,988	\$ -
Golf	-	49,281	48,275	-
Street	-	853,831	-	853,831
Park and Recreation	-	1,033,899	138,940	894,959
Unallocated	-	-	-	1,007
Total 2019A G.O. Bond	<u>\$ -</u>	<u>\$ 2,000,000</u>	<u>\$ 250,203</u>	<u>\$ 1,749,797</u>
<b>2019B G.O Bond Fund</b>				
Accounting and Finance	\$ -	\$ 49,430	\$ 49,430	\$ -
Storm Sewer	-	550,570	4,000	546,570
Total 2019B G.O. Bond	<u>\$ -</u>	<u>\$ 600,000</u>	<u>\$ 53,430</u>	<u>\$ 546,570</u>
<b>Total Capital Projects Funds</b>	<u><b>\$ 7,700,929</b></u>	<u><b>\$ 21,787,814</b></u>	<u><b>\$ 14,127,935</b></u>	<u><b>\$ 12,468,271</b></u>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Current and Prior Years' Expenditure Summary by Fund Type  
 (continued)

<b>FUND &amp; DEPARTMENT</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 APPROVED</b>
<b>ENTERPRISE FUNDS</b>				
<b>Wastewater Operating Fund:</b>				
Wastewater Treatment Plant	\$ 2,587,604	\$ 2,425,664	\$ 2,460,767	\$ 2,469,227
Wastewater Maintenance	685,745	732,193	675,606	855,828
Transfers Out	1,251,444	1,345,334	1,345,334	1,440,164
Reserves	-	74,079	-	77,423
Total Wastewater Operating	<u>\$ 4,524,793</u>	<u>\$ 4,577,270</u>	<u>\$ 4,481,707</u>	<u>\$ 4,842,642</u>
<b>Water Operating Fund:</b>				
Water Plant	\$ 2,416,827	\$ 2,913,754	\$ 2,583,307	\$ 2,804,466
Water Administration	313,549	330,537	324,524	334,438
Water Distribution	1,308,766	1,491,330	1,321,243	1,594,570
Transfers Out	1,949,377	2,095,829	2,095,829	2,238,997
Reserves	-	152,928	-	152,885
Total Water Operating	<u>\$ 5,988,519</u>	<u>\$ 6,984,378</u>	<u>\$ 6,324,903</u>	<u>\$ 7,125,356</u>
<b>Sanitation Operating Fund:</b>				
Sanitation	\$ 2,865,470	\$ 2,998,045	\$ 2,874,543	\$ 2,947,604
Transfers Out	2,150,145	2,203,372	2,203,372	1,760,615
Reserves	-	128,611	-	108,677
Total Sanitation Operating	<u>\$ 5,015,615</u>	<u>\$ 5,330,028</u>	<u>\$ 5,077,915</u>	<u>\$ 4,816,896</u>
<b>Municipal Golf Course Fund:</b>				
Golf Course	\$ 466,536	\$ 490,229	\$ 479,794	\$ 491,906
Reserves	-	13,653	-	15,841
Total Municipal Golf Course	<u>\$ 466,536</u>	<u>\$ 503,882</u>	<u>\$ 479,794</u>	<u>\$ 507,747</u>
<b>Sooner Pool Fund:</b>				
Sooner Pool	\$ 60,735	\$ 47,590	\$ 39,228	\$ 47,590
Reserves	-	921	-	952
Total Sooner Pool	<u>\$ 60,735</u>	<u>\$ 48,511</u>	<u>\$ 39,228</u>	<u>\$ 48,542</u>
<b>Frontier Pool Fund:</b>				
Frontier Pool	\$ 66,989	\$ 60,620	\$ 47,320	\$ 60,620
Reserves	-	1,175	-	1,212
Total Frontier Pool	<u>\$ 66,989</u>	<u>\$ 61,795</u>	<u>\$ 47,320</u>	<u>\$ 61,832</u>
<b>Total Enterprise Funds</b>	<b><u>\$ 16,123,187</u></b>	<b><u>\$ 17,505,864</u></b>	<b><u>\$ 16,450,867</u></b>	<b><u>\$ 17,403,015</u></b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Current and Prior Years' Expenditure Summary by Fund Type  
 (continued)

<b>FUND &amp; DEPARTMENT</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 APPROVED</b>
<b>INTERNAL SERVICE FUNDS</b>				
<b>Workers' Compensation Fund:</b>				
Work Comp Claims	\$ 280,375	\$ 400,000	\$ 89,901	\$ 400,000
Administration	-	25,000	33,013	25,000
Total Workers' Compensation	<u>\$ 280,375</u>	<u>\$ 425,000</u>	<u>\$ 122,914</u>	<u>\$ 425,000</u>
<b>Health Insurance Fund:</b>				
Medical Claims	\$ 2,547,150	\$ 3,493,695	\$ 2,899,438	\$ 3,180,000
Administration Fees	615,426	733,760	735,234	753,182
Total Health Insurance	<u>\$ 3,162,576</u>	<u>\$ 4,227,455</u>	<u>\$ 3,634,672</u>	<u>\$ 3,933,182</u>
<b>Auto Collision Fund:</b>				
Auto Collision Claims	<u>\$ 38,582</u>	<u>\$ 337,407</u>	<u>\$ 23,331</u>	<u>\$ 337,407</u>
<b>Stabilization Reserve Fund:</b>				
General Fund Reserve	\$ -	\$ 4,429,115	\$ -	\$ 4,902,410
Wastewater Fund Reserve	-	798,316	-	891,261
Water Fund Reserve	-	1,375,067	-	1,511,292
Sanitation Fund Reserve	-	906,386	-	994,782
Total Stabilization Reserve	<u>\$ -</u>	<u>\$ 7,508,884</u>	<u>\$ -</u>	<u>\$ 8,299,745</u>
<b>Capital Reserve Fund:</b>				
General	\$ 402,239	\$ 436,300	\$ 495,257	\$ 243,400
Wastewater	551,086	3,342,500	806,549	3,525,000
Water	290,840	12,610,000	2,273,237	11,560,000
Sanitation	180,942	2,025,000	1,619,425	495,000
Total Capital Reserve	<u>\$ 1,425,107</u>	<u>\$ 18,413,800</u>	<u>\$ 5,194,468</u>	<u>\$ 15,823,400</u>
<b>Total Internal Service Funds</b>	<b><u>\$ 4,906,640</u></b>	<b><u>\$ 30,912,546</u></b>	<b><u>\$ 8,975,385</u></b>	<b><u>\$ 28,818,734</u></b>
<b>FIDUCIARY FUNDS</b>				
<b>Mausoleum Trust Fund:</b>				
Mausoleum	<u>\$ -</u>	<u>\$ 6,016</u>	<u>\$ -</u>	<u>\$ 8,323</u>
<b>BARTLESVILLE MUNICIPAL AUTHORITY</b>				
<b>BMA - Wastewater Fund:</b>				
BMA Wastewater Operating	\$ 29,658	\$ 29,500	\$ 28,430	\$ 29,000
Transfers Out	4,097,567	4,520,780	4,577,622	4,824,591
Total BMA - Wastewater	<u>\$ 4,127,225</u>	<u>\$ 4,550,280</u>	<u>\$ 4,606,052</u>	<u>\$ 4,853,591</u>
<b>BMA - Water Fund:</b>				
BMA - Water Operating	\$ 3,002,741	\$ 3,026,000	\$ 3,026,000	\$ 3,026,408
Transfers Out	6,137,691	6,789,324	6,737,055	6,453,922
Total BMA - Water	<u>\$ 9,140,432</u>	<u>\$ 9,815,324</u>	<u>\$ 9,763,055</u>	<u>\$ 9,480,330</u>
<b>Total BMA Funds</b>	<b><u>\$ 13,267,657</u></b>	<b><u>\$ 14,365,604</u></b>	<b><u>\$ 14,369,107</u></b>	<b><u>\$ 14,333,921</u></b>
<b>TOTAL EXPENSES ALL FUNDS</b>	<b><u>\$ 71,819,392</u></b>	<b><u>\$ 119,811,411</u></b>	<b><u>\$ 85,780,571</u></b>	<b><u>\$ 107,811,697</u></b>

**CITY OF BARTLESVILLE**  
 2020-21 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

Account Title	Balance
Cash and Investments	2,558,885
Petty Cash	3,250
Inventory	51,044
Accounts Receivable (net of allowance)	(9,915)
Total Assets	2,603,264
Cleet Payable	(13,759)
Other Payables	(68,822)
Deferred Revenue	(25,747)
Total Liabilities	(108,328)
<b>Total Budgetary Fund Balance</b>	<b>2,494,936</b>

By nature, certain components of fund balance are restricted as to use. However, if the restricted assets and liabilities that the fund balance represents are used to fund the City’s operating budget, then these amounts will be included in fund balance as well. An example of this is the restricted donations fund. This entire fund is restricted as to use, but the expenditures for the restricted donations 2020-21 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**  
 2020-21 Operating Budget  
 Estimated Change in Fund Equity – All Funds  
 (continued)

<b>FUND</b>	<b>FUND BALANCE JULY 1, 2020</b>	<b>ADDITIONS</b>	<b>REDUCTIONS</b>	<b>FUND BALANCE JUNE 30, 2021</b>
<b>GENERAL FUND</b>				
General	\$ 1,942,284	\$ 23,165,390	\$ 24,363,068	\$ 744,606
<b>SPECIAL REVENUE FUNDS</b>				
Economic Development	\$ 1,516,356	\$ 1,552,891	\$ 3,069,247	\$ -
E-911	64,553	1,013,118	1,056,766	20,905
Special Library	221,801	97,100	158,700	160,201
Special Museum	116,410	-	40,500	75,910
Municipal Airport	279,033	-	279,033	-
Harshfield Library Donation	650,077	-	650,077	-
Restricted Revenue	223,701	-	223,701	-
Golf Course Memorial	10,130	-	10,130	-
JAG	2,778	-	2,778	-
Neighborhood Park	14,659	-	14,659	-
Cemetery Perpetual Care	7,338	1,200	8,538	-
Special Revenue Funds	<u>\$ 3,106,836</u>	<u>\$ 2,664,309</u>	<u>\$ 5,514,129</u>	<u>\$ 257,016</u>
<b>DEBT SERVICE FUND</b>				
Debt Service	\$ 3,468,895	\$ 4,137,025	\$ 4,136,725	\$ 3,469,195
<b>CAPITAL PROJECTS FUNDS</b>				
CIP - Sales Tax	\$ 4,464,020	\$ 2,688,581	\$ 7,152,601	\$ -
CIP - Wastewater	125,008	-	125,008	-
CIP - Wastewater Reg	583,531	-	583,531	-
CIP - City Hall	13,898	5,000	18,898	-
CIP - Storm Sewer	93,012	-	93,012	-
2008B GO Bond	88	-	88	-
2009 GO Bond	2,636	-	2,636	-
2010 GO Bond	410	-	410	-
2012 GO Bond	106,472	-	106,472	-
2014 GO Bond	73,351	-	73,351	-
2014B GO Bond	26,634	-	26,634	-
2015 GO Bond	13,011	-	13,011	-
2017 GO Bond	246,407	-	246,407	-
2018A GO Bond	414,012	-	414,012	-
2018B GO Bond	442,439	-	442,439	-
2018C GO Bond	873,394	-	873,394	-
2019A GO Bond	1,749,797	-	1,749,797	-
2019B GO Bond	546,570	-	546,570	-
Capital Projects Funds	<u>\$ 9,774,690</u>	<u>\$ 2,693,581</u>	<u>\$ 12,468,271</u>	<u>\$ -</u>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Estimated Change in Fund Equity – All Funds  
 (continued)

<b>FUND</b>	<b>FUND BALANCE JULY 1, 2020</b>	<b>ADDITIONS</b>	<b>REDUCTIONS</b>	<b>FUND BALANCE JUNE 30, 2021</b>
<b>ENTERPRISE FUNDS</b>				
Wastewater Operating	\$ 18,051	\$ 4,824,591	\$ 4,765,219	\$ 77,423
Water Operating	666,434	6,458,922	6,972,471	152,885
Sanitation Operating	260,243	4,564,998	4,708,219	117,022
Municipal Golf Course	55,751	451,996	491,906	15,841
Sooner Pool	11,182	37,360	47,590	952
Frontier Pool	26,026	35,806	60,620	1,212
Enterprise Funds	<u>\$ 1,037,687</u>	<u>\$ 16,373,673</u>	<u>\$ 17,046,025</u>	<u>\$ 365,335</u>
<b>INTERNAL SERVICE FUNDS</b>				
Workers' Compensation	\$ 274,034	\$ 150,966	\$ 425,000	\$ -
Health Insurance	537,084	3,396,098	3,933,182	-
Auto Collision Insurance	337,171	75,000	337,407	74,764
Stabilization Reserve	7,508,884	790,861	-	8,299,745
Capital Reserve	9,577,457	12,100,000	15,823,400	5,854,057
Internal Service Funds	<u>\$ 18,234,630</u>	<u>\$ 16,512,925</u>	<u>\$ 20,518,989</u>	<u>\$ 14,228,566</u>
<b>FIDUCIARY FUNDS</b>				
Mausoleum Trust	<u>\$ 8,323</u>	<u>\$ -</u>	<u>\$ 8,323</u>	<u>\$ -</u>
<b>BARTLESVILLE MUNICIPAL AUTHORITY FUNDS</b>				
BMA - Wastewater	\$ 407,941	\$ 4,859,025	\$ 4,853,591	\$ 413,375
BMA - Water	777,786	9,675,588	9,480,330	973,044
BMA Funds	<u>\$ 1,185,727</u>	<u>\$ 14,534,613</u>	<u>\$ 14,333,921</u>	<u>\$ 1,386,419</u>
<b>All Funds Total</b>	<u><b>\$ 38,759,072</b></u>	<u><b>\$ 80,081,516</b></u>	<u><b>\$ 98,389,451</b></u>	<u><b>\$ 20,451,137</b></u>

Significant Increases or Decreases

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

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

***CITY OF BARTLESVILLE***  
2020-21 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

## 2020-21 Operating Budget

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

<i>FUND &amp; DEPARTMENT</i>	<i>2019-20 BUDGET</i>	<i>2020-21 BUDGET</i>	<i>% INCREASE (DECREASE)</i>
<b>GENERAL FUND</b>			
<b>General Fund:</b>			
City Council			
Contractual Services	\$ 19,760	\$ 17,660	-10.6%
Materials and Supplies	2,900	2,900	0.0%
City Council Total	<u>\$ 22,660</u>	<u>\$ 20,560</u>	<u>-9.3%</u>
Administration			
Personnel Services	\$ 577,895	\$ 598,500	3.6%
Contractual Services	126,341	127,193	0.7%
Materials and Supplies	6,750	6,750	0.0%
Administration Total	<u>\$ 710,986</u>	<u>\$ 732,443</u>	<u>3.0%</u>
Accounting and Finance			
Personnel Services	\$ 1,051,426	\$ 1,044,311	-0.7%
Contractual Services	390,380	390,380	0.0%
Materials and Supplies	30,600	27,000	-11.8%
Accounting and Finance Total	<u>\$ 1,472,406</u>	<u>\$ 1,461,691</u>	<u>-0.7%</u>
Legal			
Personnel Services	\$ 155,358	\$ 152,334	-1.9%
Contractual Services	39,000	39,000	0.0%
Materials and Supplies	-	-	N/A
Legal Total	<u>\$ 194,358</u>	<u>\$ 191,334</u>	<u>-1.6%</u>
Building & Neighbor Service			
Personnel Services	\$ 460,822	\$ 460,976	0.0%
Contractual Services	213,165	203,650	-4.5%
Materials and Supplies	23,920	24,100	0.8%
Building & Neighbor Service Total	<u>\$ 697,907</u>	<u>\$ 688,726</u>	<u>-1.3%</u>
Building Maintenance			
Personnel Services	\$ 393,370	\$ 385,928	-1.9%
Contractual Services	76,580	75,880	-0.9%
Materials and Supplies	17,500	15,500	-11.4%
Building Maintenance Total	<u>\$ 487,450</u>	<u>\$ 477,308</u>	<u>-2.1%</u>

# CITY OF BARTLESVILLE

## 2020-21 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2019-20 BUDGET</b>	<b>2020-21 BUDGET</b>	<b>% INCREASE (DECREASE)</b>
General Services			
Contractual Services	\$ 671,486	\$ 672,786	0.2%
Materials and Supplies	34,000	29,000	-14.7%
General Services Total	<u>\$ 705,486</u>	<u>\$ 701,786</u>	<u>-0.5%</u>
Cemetery			
Contractual Services	\$ 10,260	\$ 10,260	0.0%
Materials and Supplies	6,450	6,450	0.0%
Cemetery Total	<u>\$ 16,710</u>	<u>\$ 16,710</u>	<u>0.0%</u>
Community Development			
Personnel Services	\$ 421,895	\$ 438,068	3.8%
Contractual Services	82,210	86,110	4.7%
Materials and Supplies	4,600	5,650	22.8%
Community Development Total	<u>\$ 508,705</u>	<u>\$ 529,828</u>	<u>4.2%</u>
Technical Services			
Personnel Services	\$ 398,432	\$ 397,082	-0.3%
Contractual Services	363,964	515,825	41.7%
Materials and Supplies	56,400	47,400	-16.0%
Technical Services Total	<u>\$ 818,796</u>	<u>\$ 960,307</u>	<u>17.3%</u>
Engineering			
Personnel Services	\$ 351,377	\$ 376,111	7.0%
Contractual Services	25,870	25,870	0.0%
Materials and Supplies	11,900	11,900	0.0%
Engineering Total	<u>\$ 389,147</u>	<u>\$ 413,881</u>	<u>6.4%</u>
Fleet Maintenance			
Personnel Services	\$ 373,296	\$ 354,928	-4.9%
Contractual Services	20,040	20,040	0.0%
Materials and Supplies	34,599	35,100	1.4%
Fleet Maintenance Total	<u>\$ 427,935</u>	<u>\$ 410,068</u>	<u>-4.2%</u>
Fire			
Personnel Services	\$ 5,591,983	\$ 5,726,768	2.4%
Contractual Services	195,592	198,002	1.2%
Materials and Supplies	183,565	185,990	1.3%
Fire Total	<u>\$ 5,971,140</u>	<u>\$ 6,110,760</u>	<u>2.3%</u>

# **CITY OF BARTLESVILLE**

## 2020-21 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2019-20 BUDGET</b>	<b>2020-21 BUDGET</b>	<b>% INCREASE (DECREASE)</b>
<b>Police</b>			
Personnel Services	\$ 5,254,585	\$ 5,218,075	-0.7%
Contractual Services	378,134	365,400	-3.4%
Materials and Supplies	319,500	320,000	0.2%
Police Total	<u>\$ 5,952,219</u>	<u>\$ 5,903,475</u>	<u>-0.8%</u>
<b>Street</b>			
Personnel Services	\$ 923,109	\$ 911,545	-1.3%
Contractual Services	258,500	258,500	0.0%
Materials and Supplies	333,900	333,900	0.0%
Street Total	<u>\$ 1,515,509</u>	<u>\$ 1,503,945</u>	<u>-0.8%</u>
<b>Library</b>			
Personnel Services	\$ 1,095,327	\$ 1,099,338	0.4%
Contractual Services	167,400	163,935	-2.1%
Materials and Supplies	120,650	120,450	-0.2%
Library Total	<u>\$ 1,383,377</u>	<u>\$ 1,383,723</u>	<u>0.0%</u>
<b>History Museum</b>			
Personnel Services	\$ 162,537	\$ 156,501	-3.7%
Contractual Services	11,225	13,375	19.2%
Materials and Supplies	9,775	13,200	35.0%
History Museum Total	<u>\$ 183,537</u>	<u>\$ 183,076</u>	<u>-0.3%</u>
<b>Park and Recreation</b>			
Personnel Services	\$ 1,011,614	\$ 978,422	-3.3%
Contractual Services	138,650	138,650	0.0%
Materials and Supplies	164,500	149,500	-9.1%
Park and Recreation Total	<u>\$ 1,314,764</u>	<u>\$ 1,266,572</u>	<u>-3.7%</u>
<b>Transfers Out</b>			
To E-911 Fund	\$ 551,414	\$ 498,118	-9.7%
To Adams Golf Course	173,382	137,296	-20.8%
To Sooner Pool	44,750	37,360	-16.5%
To Frontier Pool	49,681	35,806	-27.9%
To Auto Collision Insurance	25,000	25,000	0.0%
To Stabilization Reserve	471,846	473,295	0.3%
To Capital Reserve	350,000	200,000	-42.9%
Total Transfers Out	<u>\$ 1,666,073</u>	<u>\$ 1,406,875</u>	<u>-15.6%</u>

# CITY OF BARTLESVILLE

## 2020-21 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2019-20 BUDGET</b>	<b>2020-21 BUDGET</b>	<b>% INCREASE (DECREASE)</b>
Reserves			
Compensated Absences Reserve	610,000	610,000	0.0%
Severance Reserve	110,700	110,700	0.0%
Contingency	-	23,906	N/A
Total Reserves	<u>\$ 720,700</u>	<u>\$ 744,606</u>	<u>3.3%</u>
<b>Total General Fund</b>	<b><u>\$ 25,159,865</u></b>	<b><u>\$ 25,107,674</u></b>	<b><u>-0.2%</u></b>
<b>ENTERPRISE FUNDS</b>			
<b>Wastewater Operating Fund:</b>			
Wastewater Treatment Plant			
Contractual Services	<u>\$ 2,425,664</u>	<u>\$ 2,469,227</u>	<u>1.8%</u>
Wastewater Maintenance			
Personnel Services	\$ 553,918	\$ 653,778	18.0%
Contractual Services	50,875	79,850	57.0%
Materials and Supplies	127,400	122,200	-4.1%
Wastewater Maintenance Total	<u>\$ 732,193</u>	<u>\$ 855,828</u>	<u>16.9%</u>
Transfers Out			
To General Fund	\$ 1,232,871	\$ 1,322,219	7.2%
To Auto Collision Reserve Fund	25,000	25,000	0.0%
To Stabilization Reserve Fund	87,463	92,945	6.3%
Total Transfers Out	<u>\$ 1,345,334</u>	<u>\$ 1,440,164</u>	<u>7.0%</u>
Reserves			
Contingency	\$ 63,157	\$ 66,501	5.3%
Compensated Absences Reserve	10,922	10,922	0.0%
Total Reserves	<u>\$ 74,079</u>	<u>\$ 77,423</u>	<u>4.5%</u>
<b>Total Wastewater Operating</b>	<b><u>\$ 4,577,270</u></b>	<b><u>\$ 4,842,642</u></b>	<b><u>5.8%</u></b>

# ***CITY OF BARTLESVILLE***

## 2020-21 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2019-20 BUDGET</b>	<b>2020-21 BUDGET</b>	<b>% INCREASE (DECREASE)</b>
<b>Water Operating Fund:</b>			
Water Plant			
Personnel Services	\$ 941,054	\$ 917,616	-2.5%
Contractual Services	1,123,700	1,036,350	-7.8%
Materials and Supplies	849,000	850,500	0.2%
Water Plant Total	<u>\$ 2,913,754</u>	<u>\$ 2,804,466</u>	<u>-3.8%</u>
Water Administration			
Personnel Services	\$ 254,537	\$ 258,938	1.7%
Contractual Services	66,700	67,200	0.7%
Materials and Supplies	9,300	8,300	-10.8%
Water Administration Total	<u>\$ 330,537</u>	<u>\$ 334,438</u>	<u>1.2%</u>
Water Distribution			
Personnel Services	\$ 1,144,330	\$ 1,232,820	7.7%
Contractual Services	83,250	93,250	12.0%
Materials and Supplies	263,750	268,500	1.8%
Water Distribution Total	<u>\$ 1,491,330</u>	<u>\$ 1,594,570</u>	<u>6.9%</u>
Transfers Out			
To General	\$ 1,937,369	\$ 2,077,772	7.2%
To Auto Collision Insurance	25,000	25,000	0.0%
To Stabilization Reserve	133,460	136,225	2.1%
Total Transfers Out	<u>\$ 2,095,829</u>	<u>\$ 2,238,997</u>	<u>6.8%</u>
Reserves			
Contingency	\$ 94,712	\$ 94,669	0.0%
Compensated Absences Reserve	58,216	58,216	0.0%
Total Reserves	<u>\$ 152,928</u>	<u>\$ 152,885</u>	<u>0.0%</u>
<b>Total Water Operating</b>	<b><u>\$ 6,984,378</u></b>	<b><u>\$ 7,125,356</u></b>	<b><u>2.0%</u></b>
<b>Sanitation Operating Fund:</b>			
Sanitation			
Personnel Services	\$ 1,777,859	\$ 1,727,418	-2.8%
Contractual Services	853,500	853,500	0.0%
Materials and Supplies	366,686	366,686	0.0%
Sanitation Total	<u>\$ 2,998,045</u>	<u>\$ 2,947,604</u>	<u>-1.7%</u>

# CITY OF BARTLESVILLE

## 2020-21 Operating Budget

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

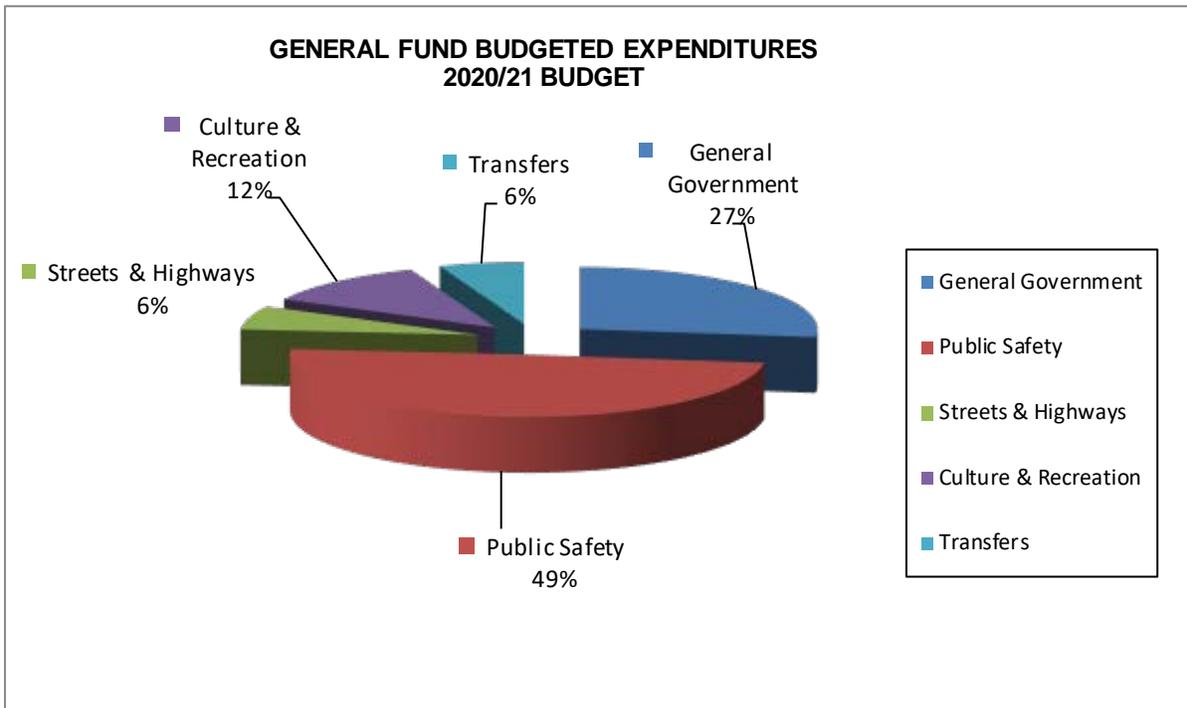
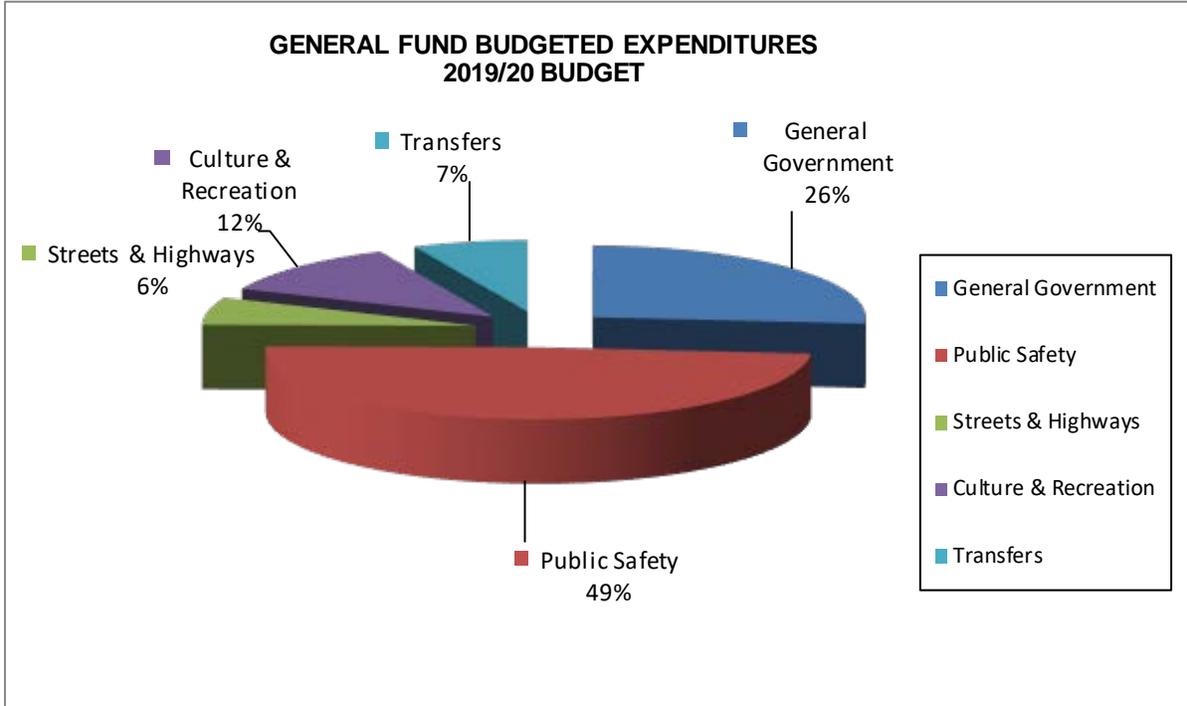
<i>FUND &amp; DEPARTMENT</i>	<i>2019-20 BUDGET</i>	<i>2020-21 BUDGET</i>	<i>% INCREASE (DECREASE)</i>
Transfers Out			
To General	\$ 1,382,871	\$ 1,472,219	6.5%
To Auto Collision Insurance	-	-	N/A
To Stabilization Reserve	80,501	88,396	9.8%
To Capitalization Reserve	740,000	200,000	-73.0%
Total Transfers Out	<u>\$ 2,203,372</u>	<u>\$ 1,760,615</u>	<u>-20.1%</u>
Reserves			
Contingency	\$ 59,405	\$ 58,952	-0.8%
Compensated Absences Reserve	69,206	49,725	-28.1%
Total Reserves	<u>\$ 128,611</u>	<u>\$ 108,677</u>	<u>-15.5%</u>
<b>Total Sanitation Operating</b>	<b><u>\$ 5,330,028</u></b>	<b><u>\$ 4,816,896</u></b>	<b><u>-9.6%</u></b>
<b>Municipal Golf Course Fund:</b>			
Golf Course			
Personnel Services	\$ 237,222	\$ 238,056	0.4%
Contractual Services	157,607	158,450	0.5%
Materials and Supplies	95,400	95,400	0.0%
Golf Course Total	<u>\$ 490,229</u>	<u>\$ 491,906</u>	<u>0.3%</u>
Reserves			
Contingency	\$ 9,415	\$ 9,838	4.5%
Compensated Absences Reserve	4,238	6,003	41.6%
Total Reserves	<u>\$ 13,653</u>	<u>\$ 15,841</u>	<u>16.0%</u>
<b>Total Municipal Golf Course</b>	<b><u>\$ 503,882</u></b>	<b><u>\$ 507,747</u></b>	<b><u>0.8%</u></b>
<b>Sooner Pool Fund:</b>			
Swimming pool			
Contractual Services	\$ 37,340	\$ 37,340	0.0%
Materials and Supplies	10,250	10,250	0.0%
Contingency	921	952	3.4%
Swimming pool Total	<u>\$ 48,511</u>	<u>\$ 48,542</u>	<u>0.1%</u>
<b>Frontier Pool Fund:</b>			
Swimming pool			
Contractual Services	\$ 50,065	\$ 50,065	0.0%
Materials and Supplies	10,555	10,555	0.0%
Contingency	1,175	1,212	3.1%
Swimming pool Total	<u>\$ 61,795</u>	<u>\$ 61,832</u>	<u>0.1%</u>
<b>Total Enterprise Funds</b>	<b><u>\$ 17,505,864</u></b>	<b><u>\$ 17,403,015</u></b>	<b><u>-0.6%</u></b>

# GENERAL FUND



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**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Expenditure Graphs



**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**General Fund – Expenditure Summary by Function**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>
City Council	\$ 14,660	\$ 22,660	\$ 12,420	\$ 20,560
Administration	784,086	710,986	710,248	732,443
Accounting and Finance	1,496,780	1,472,406	1,403,696	1,461,691
Legal	168,868	194,358	170,666	191,334
Building and Neighborhood Services	588,369	697,907	694,017	688,726
Building Maintenance	459,716	487,450	480,612	477,308
General Services	658,945	705,486	652,629	701,786
Cemetery	18,311	16,710	10,009	16,710
Community Development	364,047	508,705	501,963	529,828
Technical Services	491,379	818,796	817,116	960,307
Engineering	489,265	389,147	380,123	413,881
Fleet Maintenance	342,336	427,935	402,280	410,068
Fire	5,798,753	5,971,140	6,013,800	6,110,760
Police	5,454,041	5,952,219	5,975,549	5,903,475
Street	1,360,208	1,515,509	1,488,419	1,503,945
Library	1,314,768	1,383,377	1,362,724	1,383,723
History Museum	165,153	183,537	195,153	183,076
Park and Recreation	1,158,071	1,314,764	1,189,411	1,266,572
Transfer Out:				
To E-911 Fund	434,488	551,414	551,414	498,118
To Adams Golf Course	135,549	173,382	173,382	137,296
To Sooner Pool	29,902	44,750	44,750	37,360
To Frontier Pool	40,820	49,681	49,681	35,806
To Auto Collision Insurance	25,000	25,000	25,000	25,000
To Stabilization Reserve	441,899	471,846	471,846	473,295
To Capital Reserve	280,000	350,000	350,000	200,000
Reserves:				
Compensated Absences Reserve	-	610,000	-	610,000
Severance Reserve	-	110,700	-	110,700
Contingency	-	-	-	23,906
<b>Total Expenditures and Reserves</b>	<b><u>\$ 22,515,414</u></b>	<b><u>\$ 25,159,865</u></b>	<b><u>\$ 24,126,908</u></b>	<b><u>\$ 25,107,674</u></b>

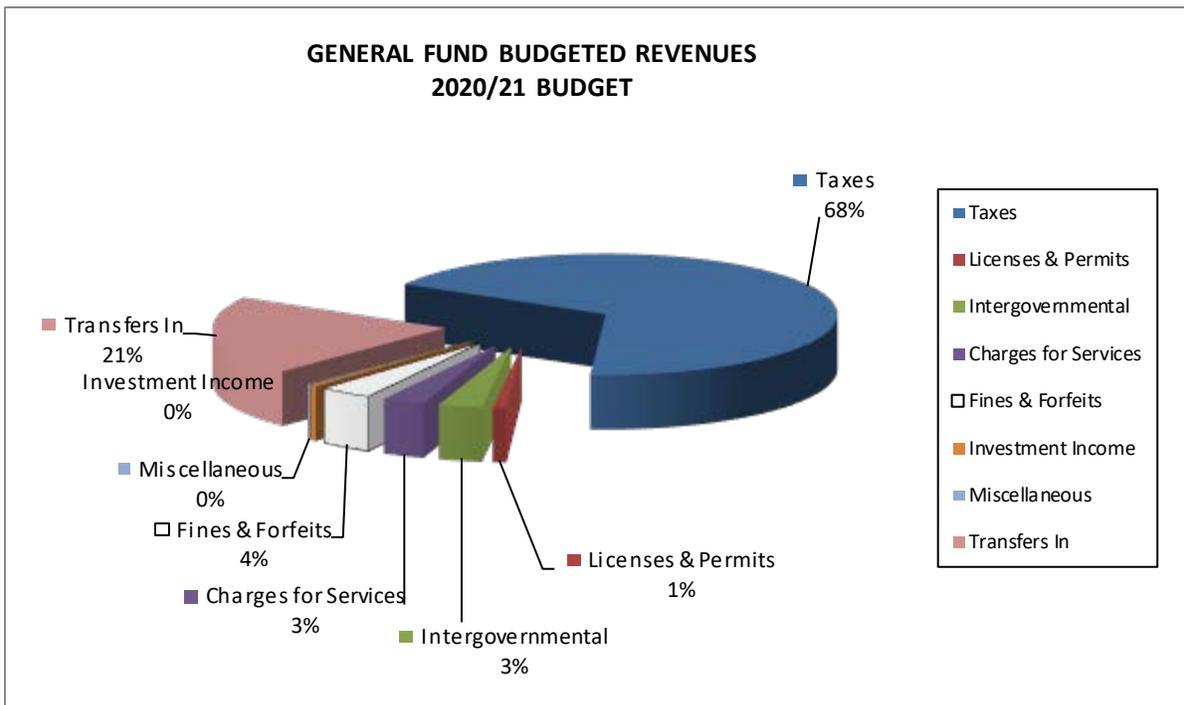
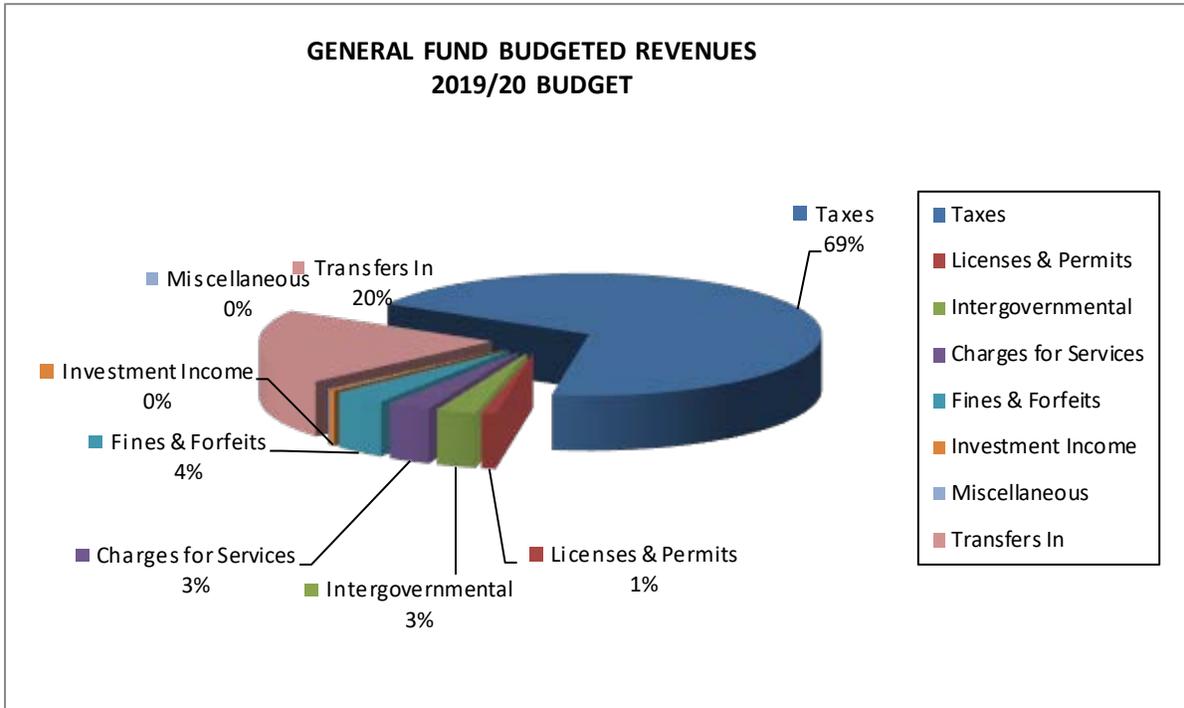
**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**General Fund – Expenditure Summary by Line Item**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$11,942,219	\$12,450,193	\$12,362,927	\$12,692,140	\$12,692,140	\$12,692,140
51120 OVERTIME	554,023	530,000	591,516	560,000	558,000	558,000
51130 FICA	671,222	748,172	699,996	776,500	776,500	776,500
51140 GROUP INSURANCE	2,299,971	2,596,718	2,596,718	2,429,858	2,429,858	2,429,858
51150 DB RETIREMENT	580,987	565,167	542,222	589,700	589,700	589,700
51155 DC RETIREMENT	104,203	118,700	112,910	125,100	125,100	125,100
51160 PENSION	929,277	1,033,000	970,690	1,021,000	1,021,000	1,021,000
51170 WORKER'S COMPENSATION	155,107	181,076	181,076	106,589	106,589	106,589
51180 UNEMPLOYMENT COMP	3,603	-	17,648	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$17,240,612</b>	<b>\$18,223,026</b>	<b>\$18,075,703</b>	<b>\$18,300,887</b>	<b>\$18,298,887</b>	<b>\$18,298,887</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 369,016	\$ 500,694	\$ 497,145	\$ 550,896	\$ 496,546	\$ 496,546
52210 FINANCIAL SERVICES	179,406	192,416	187,177	191,500	191,500	191,500
52310 UTILITIES & COMMUNICATIONS	568,470	591,243	602,854	626,828	615,828	615,828
52410 PROFESSIONAL SERVICES	170,878	417,745	330,741	576,800	570,800	570,800
52510 OTHER SERVICES	853,008	893,627	862,830	900,823	878,723	878,723
52610 MAINT. & REPAIR SERVICE	307,269	254,351	280,254	235,638	230,638	230,638
52710 OPERATIONAL SERVICES	748	1,000	-	1,000	1,000	1,000
52810 INSURANCE & BONDS	312,624	337,481	324,280	337,481	337,481	337,481
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 2,761,419</b>	<b>\$ 3,188,557</b>	<b>\$ 3,085,281</b>	<b>\$ 3,420,966</b>	<b>\$ 3,322,516</b>	<b>\$ 3,322,516</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 103,810	\$ 128,350	\$ 114,739	\$ 119,100	\$ 119,100	\$ 119,100
53210 JANITORIAL SUPPLIES	32,951	39,800	36,158	40,600	40,600	40,600
53310 GENERAL SUPPLIES	301,475	374,190	358,869	382,940	354,940	354,940
53410 TOOLS & EQUIPMENT	31,383	29,369	36,484	52,900	34,900	34,900
53510 FUEL	254,039	251,250	244,381	252,250	252,250	252,250
53610 MAINT. & REPAIR MATERIALS	402,067	538,550	509,220	541,000	533,000	533,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,125,725</b>	<b>\$ 1,361,509</b>	<b>\$ 1,299,851</b>	<b>\$ 1,388,790</b>	<b>\$ 1,334,790</b>	<b>\$ 1,334,790</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Expenditure Summary by Line Item  
 (continued)

<b>CAPITAL OUTLAY</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
55930 OTHER IMPROVEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TRANSFERS OUT</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
59207 E 9-1-1 FUND	\$ 434,488	\$ 551,414	\$ 551,414	\$ 502,118	\$ 498,118	\$ 498,118
59276 DOENGES MEMORIAL STADIUM	-	-	-	-	-	-
59513 ADAMS GOLF COURSE	135,549	173,382	173,382	144,296	137,296	137,296
59515 FRONTIER POOL	29,902	44,750	44,750	37,360	37,360	37,360
59516 SOONER POOL	40,820	49,681	49,681	35,806	35,806	35,806
59663 AUTO COLLISION INSURANCE	25,000	25,000	25,000	25,000	25,000	25,000
59670 STABILIZATION RESERVE	441,899	471,846	471,846	476,604	473,295	473,295
59675 CAPITAL RESERVE	280,000	350,000	350,000	200,000	200,000	200,000
<b>TOTAL TRANSFERS</b>	<b>\$ 1,387,658</b>	<b>\$ 1,666,073</b>	<b>\$ 1,666,073</b>	<b>\$ 1,421,184</b>	<b>\$ 1,406,875</b>	<b>\$ 1,406,875</b>
<b>TOTAL BUDGET</b>	<b>\$22,515,414</b>	<b>\$24,439,165</b>	<b>\$24,126,908</b>	<b>\$24,531,827</b>	<b>\$24,363,068</b>	<b>\$24,363,068</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Revenue Graphs



**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Revenue Summary by Source

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>
Sales Tax	\$ 14,625,639	\$ 14,540,934	\$ 14,883,728	\$ 14,249,480
Franchise Tax	1,436,660	1,449,600	1,465,497	1,437,700
Licenses & Permits	251,917	229,000	283,747	215,600
Intergovernmental	625,342	637,800	712,940	703,500
Charges for Services	710,444	688,700	740,876	686,700
Fines and Forfeits	705,471	869,500	750,636	858,600
Interest and Investment Income	406,584	100,000	201,268	100,000
Donations and Miscellaneous	166,156	31,600	67,287	41,600
Transfer In:				
Wastewater	1,139,941	1,232,871	1,232,871	1,322,219
Water	1,791,335	1,937,369	1,937,369	2,077,772
Sanitation	1,289,941	1,382,871	1,382,871	1,472,219
JAG Grant	40,243	-	-	-
Stadium	2,134	-	-	-
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Fund Balance	1,197,596	2,091,769	2,410,102	1,942,284
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<b>Total Available for Appropriation</b>	<b><u>\$ 24,389,403</u></b>	<b><u>\$ 25,192,014</u></b>	<b><u>\$ 26,069,192</u></b>	<b><u>\$ 25,107,674</u></b>

***CITY OF BARTLESVILLE***  
 2020-21 Operating Budget  
 General Fund – Personnel Summary

<b>PERSONNEL COUNTS BY DEPARTMENT</b>	<b>2018-19 ACTUAL FTEs</b>	<b>2019-20 BUDGETED FTEs</b>	<b>2019-20 ACTUAL FTEs</b>	<b>2020-21 BUDGETED FTEs</b>
Administration	7	6	6	6
Accounting and Finance	16	16.5	16.5	16.5
Legal	2.23	2.23	2.23	2.23
Building and Neighbor Services	7	7.5	7.5	7.5
Building Maintenance	5	5	5	5
Community Development	3	4	3	4
Technical Services	4	4	4	4
Engineering	7	7	7	7
Fleet Maintenance	4	5	5	5
Fire	70	70	70	70
Police	70	70	71	71
Street	17	16	16	16
Library	18.7	18.7	18.7	18.7
History Museum	3.63	3.63	3.63	3.63
Park and Recreation	18	18	18	18
<b>Total Personnel</b>	<b><u>252.56</u></b>	<b><u>253.56</u></b>	<b><u>253.56</u></b>	<b><u>254.56</u></b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – City Council – Summary

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

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

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2020 Accomplishments: • Adopted a budget in accordance with State law

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2021 Objectives: • Adopt a budget in accordance with State law that best meets the needs of our citizens using existing resources  
 • General Obligation Bond Election  
 • Council Election

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

<b>FUND 101 GENERAL DEPT 110 CITY COUNCIL</b>				
<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$14,660</b>	<b>\$22,660</b>	<b>\$12,420</b>	<b>\$20,560</b>	<b>\$20,560</b>

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**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**General Fund – City Council – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
52110 EMPLOYMENT SERVICES	\$ 4,156	\$ 6,100	\$ 4,766	\$ 6,100	\$ 4,000	\$ 4,000
52310 UTILITIES & COMMUNICATIONS	59	160	-	160	160	160
52410 PROFESSIONAL SERVICES	350	2,300	-	2,300	2,300	2,300
52510 OTHER SERVICES	7,208	11,200	5,913	11,200	11,200	11,200
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 11,773</b>	<b>\$ 19,760</b>	<b>\$ 10,679</b>	<b>\$ 19,760</b>	<b>\$ 17,660</b>	<b>\$ 17,660</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 429	\$ 400	\$ -	\$ 400	\$ 400	\$ 400
53310 GENERAL SUPPLIES	2,458	2,500	1,741	2,500	2,500	2,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 2,887</b>	<b>\$ 2,900</b>	<b>\$ 1,741</b>	<b>\$ 2,900</b>	<b>\$ 2,900</b>	<b>\$ 2,900</b>
<b>TOTAL BUDGET</b>	<b>\$ 14,660</b>	<b>\$ 22,660</b>	<b>\$ 12,420</b>	<b>\$ 22,660</b>	<b>\$ 20,560</b>	<b>\$ 20,560</b>

**CITY OF BARTLESVILLE**  
 2020-21 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.

- 2020 Accomplishments:
- Implemented Safety Program for employees
  - Significantly reduced the number of workplace injuries
  - Implemented leadership training for employees

- 2021 Objectives:
- Fully implement the newly revised Rules and Regulations
  - Implement an employee engagement survey
  - Continue to 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.

<b>FUND 101 GENERAL DEPT 120 ADMINISTRATION</b>				
<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$784,086</b>	<b>\$710,986</b>	<b>\$710,248</b>	<b>\$732,443</b>	<b>\$732,443</b>

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**General Fund – Administration – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 486,782	\$ 436,000	\$ 449,216	\$ 451,000	\$ 451,000	\$ 451,000
51120 OVERTIME	-	2,000	-	2,000	2,000	2,000
51130 FICA	36,220	34,000	31,592	34,500	34,500	34,500
51140 GROUP INSURANCE	61,758	52,000	52,000	54,378	54,378	54,378
51150 DB RETIREMENT	57,064	40,000	40,704	42,000	42,000	42,000
51155 DC RETIREMENT	9,234	13,000	12,066	14,000	14,000	14,000
51170 WORKER'S COMPENSATION	1,141	895	895	622	622	622
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 652,199</b>	<b>\$ 577,895</b>	<b>\$ 586,473</b>	<b>\$ 598,500</b>	<b>\$ 598,500</b>	<b>\$ 598,500</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 39,828	\$ 88,089	\$ 89,004	\$ 88,941	\$ 88,941	\$ 88,941
52310 UTILITIES & COMMUNICATIONS	4,104	3,215	3,176	3,215	3,215	3,215
52410 PROFESSIONAL SERVICES	50,529	8,925	4,172	8,925	8,925	8,925
52510 OTHER SERVICES	17,009	25,612	21,921	25,612	25,612	25,612
52610 MAINT. & REPAIR SERVICE	-	500	-	500	500	500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 111,470</b>	<b>\$ 126,341</b>	<b>\$ 118,273</b>	<b>\$ 127,193</b>	<b>\$ 127,193</b>	<b>\$ 127,193</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 7,534	\$ 3,750	\$ 1,736	\$ 3,750	\$ 3,750	\$ 3,750
53210 JANITORIAL SUPPLIES	-	-	-	-	-	-
53310 GENERAL SUPPLIES	12,473	3,000	3,766	3,000	3,000	3,000
53610 MAINT. & REPAIR MATERIALS	410	-	-	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 20,417</b>	<b>\$ 6,750</b>	<b>\$ 5,502</b>	<b>\$ 6,750</b>	<b>\$ 6,750</b>	<b>\$ 6,750</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 784,086</b>	<b>\$ 710,986</b>	<b>\$ 710,248</b>	<b>\$ 732,443</b>	<b>\$ 732,443</b>	<b>\$ 732,443</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Administration – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 120 ADMINISTRATION**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2018-19 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2019-20 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2019-20 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2020-21 BUDGETED NUMBER OF EMPLOYEES</b>
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	0	0	0
<b>TOTAL</b>	<b>7</b>	<b>6</b>	<b>6</b>	<b>6</b>

***CITY OF BARTLESVILLE***  
 2020-21 Operating Budget  
 General Fund – Accounting and Finance – Summary

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

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

Internal Services: responsible for all duties associated with 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.

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- 2020 Accomplishments:
- Continued use of sound financial practices and maintained the City’s AA- bond rating
  - Continue implementation of the E-GOV applications of the City wide ERP system
- 

- 2021 Objectives:
- Continue use of sound financial practices aimed at maintaining the City’s reserves and retaining the City’s AA- bond rating
  - 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**

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$1,496,780	\$1,472,406	\$1,403,696	\$1,461,691	\$1,461,691

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**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**General Fund – Accounting and Finance – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 646,812	\$ 738,560	\$ 693,991	\$ 749,439	\$ 749,439	\$ 749,439
51120 OVERTIME	8,501	2,000	132	2,000	1,000	1,000
51130 FICA	47,630	57,128	50,675	58,000	58,000	58,000
51140 GROUP INSURANCE	141,110	166,000	166,000	145,013	145,013	145,013
51150 DB RETIREMENT	70,262	67,000	66,836	72,000	72,000	72,000
51155 DC RETIREMENT	13,433	17,874	15,227	17,200	17,200	17,200
51170 WORKER'S COMPENSATION	2,608	2,864	2,864	1,659	1,659	1,659
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 930,356</b>	<b>\$ 1,051,426</b>	<b>\$ 995,725</b>	<b>\$ 1,045,311</b>	<b>\$ 1,044,311</b>	<b>\$ 1,044,311</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 7,828	\$ 12,900	\$ 12,332	\$ 12,900	\$ 12,900	\$ 12,900
52210 FINANCIAL SERVICES	176,552	187,800	183,242	187,800	187,800	187,800
52310 UTILITIES & COMMUNICATIONS	1,529	1,580	1,137	1,580	1,580	1,580
52410 PROFESSIONAL SERVICES	38,745	58,500	53,974	58,500	58,500	58,500
52510 OTHER SERVICES	206,068	127,300	127,261	127,300	127,300	127,300
52610 MAINT. & REPAIR SERVICE	117,667	2,000	-	2,000	2,000	2,000
52810 INSURANCE & BONDS	-	300	300	300	300	300
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 548,389</b>	<b>\$ 390,380</b>	<b>\$ 378,246</b>	<b>\$ 390,380</b>	<b>\$ 390,380</b>	<b>\$ 390,380</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 16,853	\$ 27,600	\$ 27,500	\$ 24,000	\$ 24,000	\$ 24,000
53210 JANITORIAL SUPPLIES	-	-	-	-	-	-
53310 GENERAL SUPPLIES	1,162	3,000	2,210	3,000	3,000	3,000
53610 MAINT. & REPAIR MATERIALS	20	-	15	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 18,035</b>	<b>\$ 30,600</b>	<b>\$ 29,725</b>	<b>\$ 27,000</b>	<b>\$ 27,000</b>	<b>\$ 27,000</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 1,496,780</b>	<b>\$ 1,472,406</b>	<b>\$ 1,403,696</b>	<b>\$ 1,462,691</b>	<b>\$ 1,461,691</b>	<b>\$ 1,461,691</b>

**CITY OF BARTLESVILLE**

2020-21 Operating Budget

General Fund – Accounting and Finance – Personnel and Capital Detail

FUND 101 GENERAL  
DEPT 130 ACCOUNTING & FINANCE

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2018-19 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2019-20 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2019-20 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2020-21 BUDGETED NUMBER OF EMPLOYEES</b>
AD/CFO	1	1	1	1
Internal Services Supervisor	1	0	0	0
Customer Service Supervisor	1	1	1	1
Accountant	1	2	2	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	0.5	0.5	0.5
<b>TOTAL</b>	<b>16</b>	<b>16.5</b>	<b>16.5</b>	<b>16.5</b>

**CITY OF BARTLESVILLE**  
 2020-21 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.

2020 Accomplishments: • Successfully negotiated the 2020-21 labor agreements with the City’s two unions

2021 Objectives: • Successfully negotiate the 2021-22 labor agreements with the City’s two unions

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

<b>FUND 101 GENERAL DEPT 150 LEGAL</b>				
2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$168,868	\$194,358	\$170,666	\$191,334	\$191,334

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**General Fund – Legal – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 120,477	124,000	\$ 124,446	124,000	\$ 124,000	\$ 124,000
51130 FICA	8,670	10,000	8,968	10,000	10,000	10,000
51140 GROUP INSURANCE	17,639	21,000	21,000	18,127	18,127	18,127
51170 WORKER'S COMPENSATION	326	358	358	207	207	207
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 147,112</b>	<b>\$ 155,358</b>	<b>\$ 154,772</b>	<b>\$ 152,334</b>	<b>\$ 152,334</b>	<b>\$ 152,334</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 926	\$ 1,600	\$ 720	\$ 1,600	\$ 1,600	\$ 1,600
52410 PROFESSIONAL SERVICES	16,514	30,000	15,001	30,000	30,000	30,000
52510 OTHER SERVICES	4,200	7,200	-	7,200	7,200	7,200
52810 INSURANCE & BONDS	100	200	150	200	200	200
52950 MISCELLANEOUS	-	-	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 21,740</b>	<b>\$ 39,000</b>	<b>\$ 15,871</b>	<b>\$ 39,000</b>	<b>\$ 39,000</b>	<b>\$ 39,000</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 16	\$ -	\$ 23	\$ -	\$ -	\$ -
<b>TOTAL BUDGET</b>	<b>\$ 168,868</b>	<b>\$ 194,358</b>	<b>\$ 170,666</b>	<b>\$ 191,334</b>	<b>\$ 191,334</b>	<b>\$ 191,334</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Legal – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 150 LEGAL**

**PERSONNEL SCHEDULE**

<u>CLASSIFICATION</u>	<u>2018-19 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2019-20 BUDGETED NUMBER OF EMPLOYEES</u>	<u>2019-20 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2020-21 BUDGETED NUMBER OF EMPLOYEES</u>
City Attorney	1	1	1	1
City Judge	1	1	1	1
Bailiff	0.23	0.23	0.23	0.23
<b>TOTAL</b>	<b><u>2.23</u></b>	<b><u>2.23</u></b>	<b><u>2.23</u></b>	<b><u>2.23</u></b>

# ***CITY OF BARTLESVILLE***

## **2020-21 Operating Budget**

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

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

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

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

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2020 Accomplishments:

- Implemented the first phase of EnerGov eServices in January of 2020 for the building permit process
- Processed 2,524 code complaints this year
- Continued collaboration with Oklahoma DHS for code cases involving child and adult protective services
- With the addition of a shared staff person with Accounting & Finance, we were able to begin personal contact with those businesses who had not renewed their annual business license either for one or more previous years

**CITY OF BARTLESVILLE**

2020-21 Operating Budget

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

- 2021 Objectives:
- Fully implement the EnerGov code compliance module
  - Respond to nuisance complaints and resolve violations as quickly as possible with special concern for reducing the impact of vacant, abandoned and foreclosed properties on the community
  - Continue removal of dilapidated structures that have been certified as per Oklahoma State Law
  - 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.

<b>FUND 101 GENERAL DEPT 155 BUILDING &amp; NEIGHBORHOOD SERVICES</b>				
<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
\$588,369	\$697,907	\$694,017	\$688,726	\$688,726

**CITY OF BARTLESVILLE**

**2020-21 Operating Budget**

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

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 297,105	\$ 311,560	\$ 307,817	\$ 320,000	\$ 320,000	\$ 320,000
51130 FICA	21,901	24,114	22,473	24,500	24,500	24,500
51140 GROUP INSURANCE	70,533	82,873	82,873	72,506	72,506	72,506
51150 DB RETIREMENT	26,857	32,000	22,121	35,000	35,000	35,000
51155 DC RETIREMENT	6,563	6,874	8,164	7,000	7,000	7,000
51170 WORKER'S COMPENSATION	5,524	3,401	3,401	1,970	1,970	1,970
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 428,483</b>	<b>\$ 460,822</b>	<b>\$ 446,849</b>	<b>\$ 460,976</b>	<b>\$ 460,976</b>	<b>\$ 460,976</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 3,215	\$ 16,300	\$ 14,242	\$ 17,750	\$ 15,500	\$ 15,500
52310 UTILITIES & COMMUNICATIONS	2,085	3,665	3,108	3,850	3,850	3,850
52410 PROFESSIONAL SERVICES	388	-	509	-	-	-
52510 OTHER SERVICES	139,633	193,200	202,365	199,000	184,000	184,000
52610 MAINT. & REPAIR SERVICE	-	-	81	300	300	300
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 145,321</b>	<b>\$ 213,165</b>	<b>\$ 220,305</b>	<b>\$ 220,900</b>	<b>\$ 203,650</b>	<b>\$ 203,650</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 932	\$ 2,300	\$ 3,058	\$ 5,950	\$ 5,950	\$ 5,950
53310 GENERAL SUPPLIES	2,138	-	3,217	1,000	1,000	1,000
53410 TOOLS & EQUIPMENT	1,265	6,370	6,370	2,900	2,900	2,900
53510 FUEL	6,510	8,750	7,837	8,750	8,750	8,750
53610 MAINT. & REPAIR MATERIALS	3,720	6,500	6,381	5,500	5,500	5,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 14,565</b>	<b>\$ 23,920</b>	<b>\$ 26,863</b>	<b>\$ 24,100</b>	<b>\$ 24,100</b>	<b>\$ 24,100</b>
<b>TOTAL BUDGET</b>	<b>\$ 588,369</b>	<b>\$ 697,907</b>	<b>\$ 694,017</b>	<b>\$ 705,976</b>	<b>\$ 688,726</b>	<b>\$ 688,726</b>

**CITY OF BARTLESVILLE**

2020-21 Operating Budget

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

FUND 101 GENERAL  
DEPT 155 BUILDING & NEIGHBORHOOD SERVICES

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2018-19 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2019-20 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2019-20 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2020-21 BUDGETED NUMBER OF EMPLOYEES</b>
Chief Building Official	1	1	1	1
Building Inspector	1	1	1	1
Neighborhood Service Supervisor	1	1	1	1
Neighborhood Svc Officer	2	2.5	2.5	2.5
Zoning Technician	1	1	1	1
Abatement-Compliance Officer	1	1	1	1
<b>TOTAL</b>	<b>7</b>	<b>7.5</b>	<b>7.5</b>	<b>7.5</b>

***CITY OF BARTLESVILLE***  
 2020-21 Operating Budget  
 General Fund – Building Maintenance – Summary

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

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Department Description: The Building Maintenance Department is responsible for the routine maintenance of City buildings, HVAC systems, and storm sirens.

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- 2020 Accomplishments:
- Extensive maintenance and remodel projects for the Library
  - Prepared pools and splash pads for 2019 season
  - Provided maintenance and service to all City facilities
  - Annual service and maintenance of storm sirens
  - Remodeled Johnstone restroom
- 

- 2021 Objectives:
- Continue to provide maintenance and service to all City facilities
  - Prepare pools and splash pads for upcoming season
  - Do annual checks and maintenance of storm sirens
  - Complete Library renovations
- 

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				
2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$459,716	\$487,450	\$480,612	\$477,308	\$477,308

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**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**General Fund – Building Maintenance – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 265,931	\$ 272,000	\$ 271,416	\$ 272,500	\$ 272,500	\$ 272,500
51120 OVERTIME	257	-	3,116	-	-	-
51130 FICA	19,357	21,000	19,776	21,000	21,000	21,000
51140 GROUP INSURANCE	44,106	52,000	52,000	45,317	45,317	45,317
51150 DB RETIREMENT	40,888	40,000	38,762	41,000	41,000	41,000
51155 DC RETIREMENT	2,599	3,000	2,678	3,000	3,000	3,000
51170 WORKER'S COMPENSATION	3,453	5,370	5,370	3,111	3,111	3,111
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 376,591</b>	<b>\$ 393,370</b>	<b>\$ 393,118</b>	<b>\$ 385,928</b>	<b>\$ 385,928</b>	<b>\$ 385,928</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 367	\$ 880	\$ 735	\$ 880	\$ 880	\$ 880
52310 UTILITIES & COMMUNICATIONS	7,231	9,000	8,428	9,000	9,000	9,000
52410 PROFESSIONAL SERVICES	-	100	-	-	-	-
52510 OTHER SERVICES	61,517	65,600	62,869	67,100	65,000	65,000
52610 MAINT. & REPAIR SERVICE	433	1,000	2,327	1,000	1,000	1,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 69,548</b>	<b>\$ 76,580</b>	<b>\$ 74,359</b>	<b>\$ 77,980</b>	<b>\$ 75,880</b>	<b>\$ 75,880</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 317	\$ 300	\$ 225	\$ 300	\$ 300	\$ 300
53210 JANITORIAL SUPPLIES	198	200	200	200	200	200
53310 GENERAL SUPPLIES	2,198	3,000	3,000	3,000	3,000	3,000
53410 TOOLS & EQUIPMENT	2,146	2,000	1,053	2,000	2,000	2,000
53510 FUEL	5,195	4,500	5,211	5,500	5,500	5,500
53610 MAINT. & REPAIR MATERIALS	3,523	7,500	3,446	7,500	4,500	4,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 13,577</b>	<b>\$ 17,500</b>	<b>\$ 13,135</b>	<b>\$ 18,500</b>	<b>\$ 15,500</b>	<b>\$ 15,500</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 459,716</b>	<b>\$ 487,450</b>	<b>\$ 480,612</b>	<b>\$ 482,408</b>	<b>\$ 477,308</b>	<b>\$ 477,308</b>

**CITY OF BARTLESVILLE**

2020-21 Operating Budget

General Fund – Building Maintenance – Personnel and Capital Detail

FUND 101 GENERAL  
DEPT 160 BUILDING MAINTENANCE

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2018-19 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2019-20 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2019-20 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2020-21 BUDGETED NUMBER OF EMPLOYEES</b>
Bldg Maintenance Supervisor	1	1	1	1
Senior Maint-Repair Tech	2	2	2	2
Maint-Repair Tech	2	2	2	2
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – General Services – Summary

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

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

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2020 Accomplishments: N/A

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2021 Objectives: N/A

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

<b>FUND 101 GENERAL DEPT 170 GENERAL SERVICES</b>				
<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$658,945</b>	<b>\$705,486</b>	<b>\$652,629</b>	<b>\$701,786</b>	<b>\$701,786</b>

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**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**General Fund – General Services – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
52110 EMPLOYMENT SERVICES	\$ 4,412	\$ -	\$ -	\$ -	\$ -	\$ -
52210 FINANCIAL SERVICES	-	-	7	-	-	-
52310 UTILITIES & COMMUNICATIONS	97,485	93,000	98,156	99,300	99,300	99,300
52410 PROFESSIONAL SERVICES	8,946	-	-	-	-	-
52510 OTHER SERVICES	202,142	215,605	206,687	215,605	210,605	210,605
52610 MAINT. & REPAIR SERVICE	9,488	28,400	4,607	28,400	28,400	28,400
52810 INSURANCE & BONDS	310,906	334,481	322,506	334,481	334,481	334,481
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 633,379</b>	<b>\$ 671,486</b>	<b>\$ 631,963</b>	<b>\$ 677,786</b>	<b>\$ 672,786</b>	<b>\$ 672,786</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 4,852	\$ 7,000	\$ 3,124	\$ 7,000	\$ 7,000	\$ 7,000
53210 JANITORIAL SUPPLIES	4,179	4,000	5,980	4,000	4,000	4,000
53310 GENERAL SUPPLIES	3,144	4,000	1,620	4,000	4,000	4,000
53510 FUEL	463	1,000	313	1,000	1,000	1,000
53610 MAINT. & REPAIR MATERIALS	12,928	18,000	9,629	18,000	13,000	13,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 25,566</b>	<b>\$ 34,000</b>	<b>\$ 20,666</b>	<b>\$ 34,000</b>	<b>\$ 29,000</b>	<b>\$ 29,000</b>
<b>TOTAL BUDGET</b>	<b>\$ 658,945</b>	<b>\$ 705,486</b>	<b>\$ 652,629</b>	<b>\$ 711,786</b>	<b>\$ 701,786</b>	<b>\$ 701,786</b>

**CITY OF BARTLESVILLE**  
 2020-21 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.

2020 Accomplishments:
 

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

2021 Objectives:
 

- Continue routine maintenance and repairs

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

<b>FUND 101 GENERAL DEPT 174 CEMETERY</b>				
<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$18,311</b>	<b>\$16,710</b>	<b>\$10,009</b>	<b>\$16,710</b>	<b>\$16,710</b>

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**General Fund – Cemetery – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
52110 EMPLOYMENT SERVICES	\$ -	\$ 100	\$ -	\$ 100	\$ 100	\$ 100
52310 UTILITIES & COMMUNICATIONS	3,673	4,400	2,847	4,400	4,400	4,400
52510 OTHER SERVICES	455	2,900	556	400	400	400
52610 MAINT. & REPAIR SERVICE	2,797	2,860	3,890	5,360	5,360	5,360
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 6,925</b>	<b>\$ 10,260</b>	<b>\$ 7,293</b>	<b>\$ 10,260</b>	<b>\$ 10,260</b>	<b>\$ 10,260</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ 300	\$ -	\$ 300	\$ 300	\$ 300
53210 JANITORIAL SUPPLIES	-	300	-	300	300	300
53310 GENERAL SUPPLIES	1,303	3,750	716	3,750	3,750	3,750
53410 TOOLS & EQUIPMENT	9,877	100	-	100	100	100
53610 MAINT. & REPAIR MATERIALS	206	2,000	2,000	2,000	2,000	2,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 11,386</b>	<b>\$ 6,450</b>	<b>\$ 2,716</b>	<b>\$ 6,450</b>	<b>\$ 6,450</b>	<b>\$ 6,450</b>
<b>TOTAL BUDGET</b>	<b>\$ 18,311</b>	<b>\$ 16,710</b>	<b>\$ 10,009</b>	<b>\$ 16,710</b>	<b>\$ 16,710</b>	<b>\$ 16,710</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Cemetery – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 174 CEMETERY**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2018-19 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2019-20 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2019-20 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2020-21 BUDGETED NUMBER OF EMPLOYEES</b>
Cemetery Relations	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

***CITY OF BARTLESVILLE***  
2020-21 Operating Budget  
General Fund – Community Development – Summary

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

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

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2020 Accomplishments:

- Reviewed and issued 193 zoning clearance permits or special event permit applications
- Implemented the first phase of EnerGov eServices in January of 2020
- Assisted the Engineering Department with project design of the park projects approved in the 2018 GO Bond election
- Assisted all City departments as needed with City-related projects

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**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Community Development – Summary  
 (continued)

- 2021 Objectives:
- Enter historical zoning data into the EnerGov system to enable records to be tied to parcels
  - 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
  - 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.

<b>FUND 101 GENERAL DEPT 180 COMMUNITY DEVELOPMENT</b>				
<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$364,047</b>	<b>\$508,705</b>	<b>\$501,963</b>	<b>\$529,828</b>	<b>\$529,828</b>

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**General Fund – Community Development – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 215,353	\$ 294,000	\$ 296,183	\$ 329,000	\$ 329,000	\$ 329,000
51130 FICA	15,965	23,000	22,079	25,200	25,200	25,200
51140 GROUP INSURANCE	26,464	52,000	52,000	36,253	36,253	36,253
51150 DB RETIREMENT	35,460	48,000	47,714	41,000	41,000	41,000
51155 DC RETIREMENT	2,449	4,000	2,536	6,200	6,200	6,200
51170 WORKER'S COMPENSATION	2,072	895	895	415	415	415
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 297,763</b>	<b>\$ 421,895</b>	<b>\$ 421,407</b>	<b>\$ 438,068</b>	<b>\$ 438,068</b>	<b>\$ 438,068</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 3,534	\$ 6,410	\$ 731	\$ 6,010	\$ 6,010	\$ 6,010
52310 UTILITIES & COMMUNICATIONS	1,978	1,600	673	3,100	3,100	3,100
52510 OTHER SERVICES	56,361	74,000	67,059	77,000	77,000	77,000
52610 MAINT. & REPAIR SERVICE	-	200	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 61,873</b>	<b>\$ 82,210</b>	<b>\$ 68,463</b>	<b>\$ 86,110</b>	<b>\$ 86,110</b>	<b>\$ 86,110</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,174	\$ 2,700	\$ 4,560	\$ 2,750	\$ 2,750	\$ 2,750
53310 GENERAL SUPPLIES	3,138	1,000	7,533	2,000	2,000	2,000
53410 TOOLS & EQUIPMENT	20	400	-	400	400	400
53610 MAINT. & REPAIR MATERIALS	79	500	-	500	500	500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 4,411</b>	<b>\$ 4,600</b>	<b>\$ 12,093</b>	<b>\$ 5,650</b>	<b>\$ 5,650</b>	<b>\$ 5,650</b>
<b>TOTAL BUDGET</b>	<b>\$ 364,047</b>	<b>\$ 508,705</b>	<b>\$ 501,963</b>	<b>\$ 529,828</b>	<b>\$ 529,828</b>	<b>\$ 529,828</b>

**CITY OF BARTLESVILLE**

2020-21 Operating Budget

General Fund – Community Development – Personnel and Capital Detail

FUND 101 GENERAL  
DEPT 180 COMMUNITY DEVELOPMENT

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2018-19 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2019-20 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2019-20 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2020-21 BUDGETED NUMBER OF EMPLOYEES</b>
Community Dev Director	1	1	1	1
Assistant Dev Director	0	0.5	0	1
Senior Administrative Assistant	1	1	1	1
Assistant City Planner	1	1.5	1	1
<b>TOTAL</b>	<b>3</b>	<b>4</b>	<b>3</b>	<b>4</b>

**CITY OF BARTLESVILLE**  
 2020-21 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.

- 2020 Accomplishments:
- Install of Tyler Energov software system
  - Upgrade of over 80 computers to Windows10
  - Tyler New World Implementations
  - Start of Tyler Work Order system
  - Tri County Tech substation for PD
  - VPN Work from home

- 2021 Objectives:
- Complete Implementation of Work Order system
  - Complete Implementation of New World Software System
  - 38 Computer Replacement
  - Core Server Hard Drive upgrade

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.

<b>FUND 101 GENERAL DEPT 185 TECH SERVICES</b>				
<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$491,379</b>	<b>\$818,796</b>	<b>\$817,116</b>	<b>\$960,307</b>	<b>\$960,307</b>

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**General Fund – Tech Services – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 276,069	\$ 285,000	\$ 286,214	\$ 288,000	\$ 288,000	\$ 288,000
51130 FICA	20,464	22,000	21,250	22,000	22,000	22,000
51140 GROUP INSURANCE	35,284	42,000	42,000	36,253	36,253	36,253
51150 DB RETIREMENT	45,563	46,000	45,130	48,000	48,000	48,000
51155 DC RETIREMENT	1,408	2,000	1,454	2,000	2,000	2,000
51170 WORKER'S COMPENSATION	2,762	1,432	1,432	829	829	829
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 381,550</b>	<b>\$ 398,432</b>	<b>\$ 397,480</b>	<b>\$ 397,082</b>	<b>\$ 397,082</b>	<b>\$ 397,082</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 4,109	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000
52310 UTILITIES & COMMUNICATIONS	7,289	10,100	10,091	22,800	22,800	22,800
52410 PROFESSIONAL SERVICES	48,554	289,670	242,555	450,825	450,825	450,825
52510 OTHER SERVICES	2,379	14,694	14,687	10,700	10,700	10,700
52610 MAINT. & REPAIR SERVICE	1,179	42,500	89,267	24,500	24,500	24,500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 63,510</b>	<b>\$ 363,964</b>	<b>\$ 363,600</b>	<b>\$ 515,825</b>	<b>\$ 515,825</b>	<b>\$ 515,825</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 41,984	\$ 49,700	\$ 49,436	\$ 37,500	\$ 37,500	\$ 37,500
53210 JANITORIAL SUPPLIES	49	200	166	300	300	300
53310 GENERAL SUPPLIES	525	1,000	1,000	1,100	1,100	1,100
53410 TOOLS & EQUIPMENT	1,874	2,500	2,496	2,500	2,500	2,500
53510 FUEL	202	1,000	938	1,000	1,000	1,000
53610 MAINT. & REPAIR MATERIALS	1,685	2,000	2,000	5,000	5,000	5,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 46,319</b>	<b>\$ 56,400</b>	<b>\$ 56,036</b>	<b>\$ 47,400</b>	<b>\$ 47,400</b>	<b>\$ 47,400</b>
<b>TOTAL BUDGET</b>	<b>\$ 491,379</b>	<b>\$ 818,796</b>	<b>\$ 817,116</b>	<b>\$ 960,307</b>	<b>\$ 960,307</b>	<b>\$ 960,307</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Tech Services – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 185 TECH SERVICES**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2018-19 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2019-20 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2019-20 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2020-21 BUDGETED NUMBER OF EMPLOYEES</b>
Tech Services Director	1	1	1	1
Network Administrator	3	3	3	3
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

***CITY OF BARTLESVILLE***  
2020-21 Operating Budget  
General Fund – Engineering – Summary

Department Mission: To maintain infrastructure records of the City. To provide engineering support including planning, project design, management, land survey, construction inspection, and geographic information services to all departments. To assist with short and long term capital improvement planning and implementation.

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Department Description: The Engineering department prepares, plans, and performs construction inspection services for public improvements. It is also responsible for traffic engineering services, capital improvements, storm water management, including compliance with NPDES Phase II requirements, right of way and easement closings, and the preparation, update, and maintenance of all city-related maps and associated records, including the in-house geographic information system (GIS) and public access to the GIS system through the City's web.

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2020 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 25 drainage complaints
- Managed the right of way and easement-closing program. Currently four (4) requests have been received; two (2) were brought before City Council.
- Had 70% of the Capital projects planned for FY 19-20 designed, out for bids, under construction, or completed.

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**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Engineering – Summary  
 (continued)

- 2021 Objectives:
- Continue to support other departments and infrastructure projects with engineering design, surveys, and project management
  - Have 80% of the current capital improvement and bond projects out for bids or under construction within the fiscal year they are approved

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

<b>FUND 101 GENERAL DEPT 190 ENGINEERING</b>				
<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$489,265</b>	<b>\$389,147</b>	<b>\$380,123</b>	<b>\$413,881</b>	<b>\$413,881</b>

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**General Fund – Engineering – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 367,729	\$ 268,073	\$ 268,073	\$ 274,000	\$ 274,000	\$ 274,000
51130 FICA	26,834	20,930	20,930	31,000	31,000	31,000
51140 GROUP INSURANCE	25,520	36,845	36,845	36,845	36,845	36,845
51150 DB RETIREMENT	19,005	11,667	11,667	20,200	20,200	20,200
51155 DC RETIREMENT	15,129	11,952	11,952	12,200	12,200	12,200
51170 WORKER'S COMPENSATION	3,944	1,910	1,910	1,866	1,866	1,866
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 458,161</b>	<b>\$ 351,377</b>	<b>\$ 351,377</b>	<b>\$ 376,111</b>	<b>\$ 376,111</b>	<b>\$ 376,111</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 839	\$ 2,120	\$ 1,029	\$ 2,120	\$ 2,120	\$ 2,120
52310 UTILITIES & COMMUNICATIONS	1,329	2,000	2,001	2,000	2,000	2,000
52410 PROFESSIONAL SERVICES	5,172	12,250	7,034	12,250	12,250	12,250
52510 OTHER SERVICES	7,463	7,500	9,321	7,500	7,500	7,500
52610 MAINT. & REPAIR SERVICE	2,501	1,000	-	1,000	1,000	1,000
52710 OPERATIONAL SERVICES	748	1,000	-	1,000	1,000	1,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 18,052</b>	<b>\$ 25,870</b>	<b>\$ 19,385</b>	<b>\$ 25,870</b>	<b>\$ 25,870</b>	<b>\$ 25,870</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 323	\$ 3,400	\$ 1,438	\$ 3,400	\$ 3,400	\$ 3,400
53310 GENERAL SUPPLIES	8,630	1,500	4,749	1,500	1,500	1,500
53410 TOOLS & EQUIPMENT	349	-	-	-	-	-
53510 FUEL	3,509	4,000	3,051	4,000	4,000	4,000
53610 MAINT. & REPAIR MATERIALS	241	3,000	123	3,000	3,000	3,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 13,052</b>	<b>\$ 11,900</b>	<b>\$ 9,361</b>	<b>\$ 11,900</b>	<b>\$ 11,900</b>	<b>\$ 11,900</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 489,265</b>	<b>\$ 389,147</b>	<b>\$ 380,123</b>	<b>\$ 413,881</b>	<b>\$ 413,881</b>	<b>\$ 413,881</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Engineering – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 190 ENGINEERING**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2018-19 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2019-20 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2019-20 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2020-21 BUDGETED NUMBER OF EMPLOYEES</b>
Engineering Director	1	1	1	1
Civil Engineer	2	2	2	2
Construction Inspector	2	2	2	2
GIS Technician	1	1	1	1
Administrative Assistant	1	1	1	1
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Fleet Maintenance – Summary

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

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

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2020 Accomplishments:

- Implemented vending dispensing machines for PPE’s and frequently used items
- Assisted in build specifications for emergency vehicles
- Added an additional vehicle lift to increase efficiency
- Provided maintenance and support of all City owned vehicles and equipment

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2021 Objectives:

- Implement a work order system within Tyler for City wide use
- Continue providing maintenance and support for City vehicles and equipment
- Implement a replacement program for all City owned general department passenger cars and pickups

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

<b>FUND 101 GENERAL DEPT 195 FLEET MAINTENANCE</b>				
<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$342,336</b>	<b>\$427,935</b>	<b>\$402,280</b>	<b>\$410,068</b>	<b>\$410,068</b>

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**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**General Fund – Fleet Maintenance – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 223,459	\$ 286,000	\$ 266,685	\$ 260,000	\$ 260,000	\$ 260,000
51130 FICA	16,299	18,000	19,689	20,000	20,000	20,000
51140 GROUP INSURANCE	35,284	42,000	42,000	45,317	45,317	45,317
51150 DB RETIREMENT	14,176	15,000	13,715	15,000	15,000	15,000
51155 DC RETIREMENT	9,040	8,000	11,639	11,500	11,500	11,500
51170 WORKER'S COMPENSATION	2,762	4,296	4,296	3,111	3,111	3,111
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 301,020</b>	<b>\$ 373,296</b>	<b>\$ 358,024</b>	<b>\$ 354,928</b>	<b>\$ 354,928</b>	<b>\$ 354,928</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 2,730	\$ 2,735	\$ 2,725	\$ 2,735	\$ 2,735	\$ 2,735
52310 UTILITIES & COMMUNICATIONS	8,529	9,400	7,955	9,400	9,400	9,400
52510 OTHER SERVICES	2,935	2,872	3,192	2,872	2,872	2,872
52610 MAINT. & REPAIR SERVICE	3,069	5,033	3,152	5,033	5,033	5,033
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 17,263</b>	<b>\$ 20,040</b>	<b>\$ 17,024</b>	<b>\$ 20,040</b>	<b>\$ 20,040</b>	<b>\$ 20,040</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 466	\$ 500	\$ 72	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	-	700	-	700	700	700
53310 GENERAL SUPPLIES	363	2,800	2,510	2,800	2,800	2,800
53410 TOOLS & EQUIPMENT	4,187	4,599	6,956	5,100	5,100	5,100
53510 FUEL	669	1,000	934	1,000	1,000	1,000
53610 MAINT. & REPAIR MATERIALS	18,368	25,000	16,760	25,000	25,000	25,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 24,053</b>	<b>\$ 34,599</b>	<b>\$ 27,232</b>	<b>\$ 35,100</b>	<b>\$ 35,100</b>	<b>\$ 35,100</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 342,336</b>	<b>\$ 427,935</b>	<b>\$ 402,280</b>	<b>\$ 410,068</b>	<b>\$ 410,068</b>	<b>\$ 410,068</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Fleet Maintenance – Personnel and Capital Detail

FUND 101 GENERAL  
 DEPT 195 FLEET MAINTENANCE

**PERSONNEL SCHEDULE**

<u>CLASSIFICATION</u>	<u>2018-19 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2019-20 BUDGETED NUMBER OF EMPLOYEES</u>	<u>2019-20 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2020-21 BUDGETED NUMBER OF EMPLOYEES</u>
Municipal Garage Supervisor	1	1	1	1
Senior Vehicle Mechanic	3	4	4	4
<b>TOTAL</b>	<b>4</b>	<b>5</b>	<b>5</b>	<b>5</b>

# ***CITY OF BARTLESVILLE***

## **2020-21 Operating Budget General Fund – Fire – Summary**

Department Mission: To provide fire prevention, fire suppression, other fire related services, first responder emergency medical services, and hazardous materials incident control to the City and surrounding areas in a timely manner.

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Department Description: The Fire Department is engaged in the prevention and suppression of fires for the City. It also provides emergency medical service for life threatening situations and responds to hazardous materials incidents. The Department conducts fire code inspections and investigates suspicious fires in cooperation with the Police Department. It serves the immediate surrounding rural area on a fee basis and assists other nearby fire departments on request for mutual aid.

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2020 Accomplishments:

- Held Swift Water and Static Water Rescue training for 15 BFD members
- Took delivery of new 2020 Pumper Truck for Station 3
- Conducted Firefighter Candidate testing
- Had equipment built and put in service to dry Bunker Gear
- Purchased 1 staff vehicle

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2021 Objectives:

- Host Swift Water Rescue class for 15 more BFD members
- Write specs for new Tower Truck
- Write specs and purchase a new Brush Truck for Central Station

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**CITY OF BARTLESVILLE**

2020-21 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
2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$5,798,753	\$5,971,140	\$6,013,800	\$6,110,760	\$6,110,760

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**General Fund – Fire – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 3,595,848	\$ 3,615,000	\$ 3,706,409	\$ 3,726,000	\$ 3,726,000	\$ 3,726,000
51120 OVERTIME	433,878	440,000	471,172	470,000	470,000	470,000
51130 FICA	55,387	68,000	58,842	70,100	70,100	70,100
51140 GROUP INSURANCE	792,572	816,000	816,000	834,127	834,127	834,127
51150 DB RETIREMENT	9,648	10,000	9,224	10,000	10,000	10,000
51160 PENSION	542,853	573,000	555,723	576,000	576,000	576,000
51170 WORKER'S COMPENSATION	48,339	69,983	69,983	40,541	40,541	40,541
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 5,478,525</b>	<b>\$ 5,591,983</b>	<b>\$ 5,687,353</b>	<b>\$ 5,726,768</b>	<b>\$ 5,726,768</b>	<b>\$ 5,726,768</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 71,727	\$ 87,710	\$ 93,528	\$ 87,010	\$ 87,010	\$ 87,010
52310 UTILITIES & COMMUNICATIONS	49,372	55,948	55,214	63,548	58,548	58,548
52410 PROFESSIONAL SERVICES	1,620	12,000	6,000	12,000	6,000	6,000
52510 OTHER SERVICES	9,757	9,934	5,880	10,134	10,134	10,134
52610 MAINT. & REPAIR SERVICE	30,906	30,000	26,608	41,310	36,310	36,310
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 163,382</b>	<b>\$ 195,592</b>	<b>\$ 187,230</b>	<b>\$ 214,002</b>	<b>\$ 198,002</b>	<b>\$ 198,002</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 5,985	\$ 4,850	\$ 1,458	\$ 5,350	\$ 5,350	\$ 5,350
53210 JANITORIAL SUPPLIES	13,228	15,000	13,027	15,000	15,000	15,000
53310 GENERAL SUPPLIES	65,404	79,015	44,615	82,440	82,440	82,440
53410 TOOLS & EQUIPMENT	4,116	4,700	508	3,200	3,200	3,200
53510 FUEL	25,235	25,000	25,063	25,000	25,000	25,000
53610 MAINT. & REPAIR MATERIALS	42,878	55,000	54,546	55,000	55,000	55,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 156,846</b>	<b>\$ 183,565</b>	<b>\$ 139,217</b>	<b>\$ 185,990</b>	<b>\$ 185,990</b>	<b>\$ 185,990</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 5,798,753</b>	<b>\$ 5,971,140</b>	<b>\$ 6,013,800</b>	<b>\$ 6,126,760</b>	<b>\$ 6,110,760</b>	<b>\$ 6,110,760</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Fire – Personnel and Capital Detail

FUND 101 GENERAL  
 DEPT 250 FIRE

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2018-19 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2019-20 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2019-20 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2020-21 BUDGETED NUMBER OF EMPLOYEES</b>
Fire Chief	1	1	1	1
Assistant Chief	1	1	1	1
Training Officer	1	1	1	1
Shift Commander	3	3	3	3
Fire Captain	15	15	15	15
Fire Equipment Operator	15	15	15	15
Fire Fighter	33	33	33	33
Senior Administrative Assistant	1	1	1	1
<b>TOTAL</b>	<b>70</b>	<b>70</b>	<b>70</b>	<b>70</b>

***CITY OF BARTLESVILLE***  
2020-21 Operating Budget  
General Fund – Police – Summary

Department Mission: To protect and serve the citizens of Bartlesville through crime prevention, investigation, law enforcement, and detention of prisoners.

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Department Description: The Police department’s primary functions are crime prevention and suppression, investigation of criminal activity, recovery of property and apprehension of offenders. Patrol activity is used for crime prevention and enforcement of traffic and other ordinances of the City. The Department operates a Criminal Investigation Division, Patrol Division, Service Division, Community Policing Division, parking enforcement, records and identification, animal control, and a detention facility.

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2020 Accomplishments:

- Implemented Watch Guard body worn cameras and 11 in-car cameras for field use
- Purchased seven new police vehicles and equipment
- Replaced Animal Control Vehicle
- Added a Deputy Police Chief position
- Secured and implemented East Side Police Sub-station/Training Division location
- Continued work on accreditation through the State and OACP

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**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Police – Summary  
 (continued)

- 2021 Objectives:
- Continue development of existing and alternative funding programs
  - Implement third SRO position contracted through BPS
  - Continue Citizen Police Academy
  - Implement New World software

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

<b>FUND 101 GENERAL DEPT 270 POLICE</b>				
<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$5,454,041</b>	<b>\$5,952,219</b>	<b>\$5,975,549</b>	<b>\$5,903,475</b>	<b>\$5,903,475</b>

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**General Fund – Police – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 3,389,646	\$ 3,634,000	\$ 3,599,709	\$ 3,686,201	\$ 3,686,201	\$ 3,686,201
51120 OVERTIME	108,049	83,000	115,484	83,000	83,000	83,000
51130 FICA	252,838	280,000	271,767	289,000	289,000	289,000
51140 GROUP INSURANCE	599,901	705,000	705,000	643,494	643,494	643,494
51150 DB RETIREMENT	29,418	28,500	26,993	29,000	29,000	29,000
51155 DC RETIREMENT	7,824	12,000	10,505	12,000	12,000	12,000
51160 PENSION	386,424	460,000	414,967	445,000	445,000	445,000
51170 WORKER'S COMPENSATION	46,958	52,085	52,085	30,380	30,380	30,380
51180 UNEMPLOYMENT COMP	2,950	-	14,772	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 4,824,008</b>	<b>\$ 5,254,585</b>	<b>\$ 5,211,282</b>	<b>\$ 5,218,075</b>	<b>\$ 5,218,075</b>	<b>\$ 5,218,075</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 126,156	\$ 166,100	\$ 162,739	\$ 217,900	\$ 167,900	\$ 167,900
52210 FINANCIAL SERVICES	521	916	628	-	-	-
52310 UTILITIES & COMMUNICATIONS	46,915	47,650	77,650	54,950	48,950	48,950
52410 PROFESSIONAL SERVICES	60	1,000	-	1,000	1,000	1,000
52510 OTHER SERVICES	91,811	93,060	83,183	92,900	92,900	92,900
52610 MAINT. & REPAIR SERVICE	62,732	66,908	62,349	52,150	52,150	52,150
52810 INSURANCE & BONDS	1,618	2,500	1,109	2,500	2,500	2,500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 329,813</b>	<b>\$ 378,134</b>	<b>\$ 387,658</b>	<b>\$ 421,400</b>	<b>\$ 365,400</b>	<b>\$ 365,400</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 5,386	\$ 7,000	\$ 6,483	\$ 7,000	\$ 7,000	\$ 7,000
53210 JANITORIAL SUPPLIES	1,791	1,800	1,800	2,000	2,000	2,000
53310 GENERAL SUPPLIES	90,711	128,700	163,900	129,000	119,000	119,000
53410 TOOLS & EQUIPMENT	-	-	-	28,000	10,000	10,000
53510 FUEL	138,200	130,000	137,426	130,000	130,000	130,000
53610 MAINT. & REPAIR MATERIALS	64,132	52,000	67,000	52,000	52,000	52,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 300,220</b>	<b>\$ 319,500</b>	<b>\$ 376,609</b>	<b>\$ 348,000</b>	<b>\$ 320,000</b>	<b>\$ 320,000</b>
<b>TOTAL BUDGET</b>	<b>\$ 5,454,041</b>	<b>\$ 5,952,219</b>	<b>\$ 5,975,549</b>	<b>\$ 5,987,475</b>	<b>\$ 5,903,475</b>	<b>\$ 5,903,475</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Police – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 270 POLICE**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2018-19 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2019-20 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2019-20 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2020-21 BUDGETED NUMBER OF EMPLOYEES</b>
Police Chief	1	1	1	1
Special Assistant to Police Chief	1	1	1	1
Deputy Chief	0	0	1	1
Captain	3	3	3	3
Lieutenant	4	4	5	5
Sergeant	9	9	9	9
Detective	0	0	0	0
Police Corporal	11	11	10	10
Police Officer	34	34	34	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
<b>TOTAL</b>	<b>70</b>	<b>70</b>	<b>71</b>	<b>71</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Street – Summary

Department Mission: To develop, expand, and maintain the street system for the City in accordance with long range plans and to meet unanticipated short term needs.

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Department Description: The Street department is responsible for the maintenance of the City’s streets, bridges, drainage structures, traffic signs, and signals. In order to keep streets drivable, the department patches potholes, maintains ditches and drainage ways, and maintains signs, signals, and traffic markings in accordance with traffic safety standards.

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- 2020 Accomplishments:
- Provided public assistance to citizens for May 7<sup>th</sup> flooding
  - Provided public assistance to citizens for July wind storm
  - Overlaid south Bison road and other city streets
  - Made multiple storm drain repairs
  - Re-striped public streets and school zones
  - Upgraded signage and striping at City Hall parking lot
- 

- 2021 Objectives:
- Perform annual asphalt overlays
  - Provide routine maintenance for roads and storm drains
  - Implement work orders within Tyler operations
- 

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

<b>FUND 101 GENERAL DEPT 328 STREET</b>				
2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$1,360,208	\$1,515,509	\$1,488,419	\$1,503,945	\$1,503,945

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**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**General Fund – Street – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 600,151	\$ 609,000	\$ 584,118	\$ 630,000	\$ 630,000	\$ 630,000
51120 OVERTIME	498	2,000	1,127	2,000	1,000	1,000
51130 FICA	43,660	47,000	42,412	48,200	48,200	48,200
51140 GROUP INSURANCE	149,933	176,000	176,000	145,013	145,013	145,013
51150 DB RETIREMENT	62,700	60,000	60,200	65,000	65,000	65,000
51155 DC RETIREMENT	14,403	13,000	13,023	13,000	13,000	13,000
51170 WORKER'S COMPENSATION	11,739	16,109	16,109	9,332	9,332	9,332
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 883,084</b>	<b>\$ 923,109</b>	<b>\$ 892,989</b>	<b>\$ 912,545</b>	<b>\$ 911,545</b>	<b>\$ 911,545</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 13,293	\$ 14,500	\$ 14,500	\$ 14,500	\$ 14,500	\$ 14,500
52310 UTILITIES & COMMUNICATIONS	228,037	230,500	220,572	230,500	230,500	230,500
52510 OTHER SERVICES	3,926	3,500	4,659	3,500	3,500	3,500
52610 MAINT. & REPAIR SERVICE	12,441	10,000	18,699	10,000	10,000	10,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 257,697</b>	<b>\$ 258,500</b>	<b>\$ 258,430</b>	<b>\$ 258,500</b>	<b>\$ 258,500</b>	<b>\$ 258,500</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 560	\$ 500	\$ 301	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	1,198	1,000	439	1,000	1,000	1,000
53310 GENERAL SUPPLIES	9,693	15,000	13,840	15,000	15,000	15,000
53410 TOOLS & EQUIPMENT	3,865	2,200	17,357	2,200	2,200	2,200
53510 FUEL	38,206	43,000	32,863	43,000	43,000	43,000
53610 MAINT. & REPAIR MATERIALS	165,905	272,200	272,200	272,200	272,200	272,200
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 219,427</b>	<b>\$ 333,900</b>	<b>\$ 337,000</b>	<b>\$ 333,900</b>	<b>\$ 333,900</b>	<b>\$ 333,900</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 1,360,208</b>	<b>\$ 1,515,509</b>	<b>\$ 1,488,419</b>	<b>\$ 1,504,945</b>	<b>\$ 1,503,945</b>	<b>\$ 1,503,945</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Street – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 328 STREET**

**PERSONNEL SCHEDULE**

<u>CLASSIFICATION</u>	<u>2018-19 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2019-20 BUDGETED NUMBER OF EMPLOYEES</u>	<u>2019-20 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2020-21 BUDGETED NUMBER OF EMPLOYEES</u>
Street Supervisor	1	1	1	1
Senior Sign and Signal Tech	0	0	0	0
Sign and Signal Tech	2	2	2	2
Equipment Operator-Crewleader	3	3	3	3
Concrete Mason	1	1	1	1
Maintenance Worker	10	9	9	9
<b>TOTAL</b>	<b>17</b>	<b>16</b>	<b>16</b>	<b>16</b>

***CITY OF BARTLESVILLE***  
2020-21 Operating Budget  
General Fund – Library – Summary

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

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

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2020 Accomplishments:

- Hosted a 3-part information series for college bound students
- Increased the downloadable materials budget by 20% to keep up with public demand
- Created a Creative Corner Area
- Increased programming by 10% for children, teens, and adults each month

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**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Library – Summary  
 (continued)

- 2021 Objectives:
- Host specific library events at the new Tower Green
  - Reevaluate collection needs according to circulation and public requests
  - Continue to expand downloadable book collection
  - Make the new “My Library App” available to patrons

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

<b>FUND 101 GENERAL DEPT 421 LIBRARY</b>				
<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$1,314,768</b>	<b>\$1,383,377</b>	<b>\$1,362,724</b>	<b>\$1,383,723</b>	<b>\$1,383,723</b>

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**General Fund – Library – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 762,706	\$ 795,000	\$ 781,009	\$ 804,000	\$ 804,000	\$ 804,000
51120 OVERTIME	671	-	286	-	-	-
51130 FICA	55,665	62,000	57,098	62,000	62,000	62,000
51140 GROUP INSURANCE	114,700	135,000	135,000	126,886	126,886	126,886
51150 DB RETIREMENT	93,109	91,000	89,350	95,000	95,000	95,000
51155 DC RETIREMENT	8,958	10,000	9,604	10,000	10,000	10,000
51170 WORKER'S COMPENSATION	8,977	2,327	2,327	1,452	1,452	1,452
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 1,044,786</b>	<b>\$ 1,095,327</b>	<b>\$ 1,074,674</b>	<b>\$ 1,099,338</b>	<b>\$ 1,099,338</b>	<b>\$ 1,099,338</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 4,888	\$ 6,600	\$ 7,800	\$ 3,800	\$ 3,800	\$ 3,800
52210 FINANCIAL SERVICES	2,333	3,700	3,300	3,700	3,700	3,700
52310 UTILITIES & COMMUNICATIONS	63,373	69,000	74,000	69,000	69,000	69,000
52410 PROFESSIONAL SERVICES	-	1,500	-	-	-	-
52510 OTHER SERVICES	31,028	28,600	31,000	29,800	29,800	29,800
52610 MAINT. & REPAIR SERVICE	59,880	58,000	58,000	57,635	57,635	57,635
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 161,502</b>	<b>\$ 167,400</b>	<b>\$ 174,100</b>	<b>\$ 163,935</b>	<b>\$ 163,935</b>	<b>\$ 163,935</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 15,721	\$ 15,800	\$ 12,600	\$ 15,900	\$ 15,900	\$ 15,900
53210 JANITORIAL SUPPLIES	3,934	8,500	7,200	9,000	9,000	9,000
53310 GENERAL SUPPLIES	75,450	80,500	82,500	83,750	80,750	80,750
53610 MAINT. & REPAIR MATERIALS	13,375	15,850	11,650	14,800	14,800	14,800
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 108,480</b>	<b>\$ 120,650</b>	<b>\$ 113,950</b>	<b>\$ 123,450</b>	<b>\$ 120,450</b>	<b>\$ 120,450</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,314,768</b>	<b>\$ 1,383,377</b>	<b>\$ 1,362,724</b>	<b>\$ 1,386,723</b>	<b>\$ 1,383,723</b>	<b>\$ 1,383,723</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Library – Personnel and Capital Detail

**FUND 101 GENERAL  
 DEPT 421 LIBRARY**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2018-19 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2019-20 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2019-20 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2020-21 BUDGETED NUMBER OF EMPLOYEES</b>
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	0	0	0	0
Operations Manager	1	1	1	1
Part-time Clerks-Pages	4.7	4.7	4.7	4.7
<b>TOTAL</b>	<b>18.7</b>	<b>18.7</b>	<b>18.7</b>	<b>18.7</b>

**CITY OF BARTLESVILLE**  
2020-21 Operating Budget  
General Fund – Museum – Summary

Department Mission: To collect, preserve, and exhibit materials relevant to the social and natural history of the city of Bartlesville and the surrounding areas. To provide exhibits, research, and other education programs.

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Department Description: Under the supervision of the Museum Director, the Bartlesville Area History Museum is located on the fifth floor of the City Center.

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2020 Accomplishments:

- Refurbished the Cherokee/Delaware Exhibit
- Developed and presented new educational programs for area third and fourth grade students
- Increased offsite programming
- Worked with the Cherokee Nation and the Cherokee Heritage Center to host the 17-panel *Trail of Tears* Exhibit

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**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Museum – Summary  
 (continued)

- 2021 Objectives:
- Increase rotating exhibits to four times annually.
  - Update the Museum’s newsletter
  - Create new educational programs
  - Strengthen ties with local and regional organizations

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

<b>FUND 101 GENERAL DEPT 425 HISTORY MUSEUM</b>				
<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$165,153</b>	<b>\$183,537</b>	<b>\$195,153</b>	<b>\$183,076</b>	<b>\$183,076</b>

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**General Fund – Museum – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 111,256	\$ 117,000	\$ 125,241	\$ 115,000	\$ 115,000	\$ 115,000
51130 FICA	8,365	9,000	9,348	9,000	9,000	9,000
51140 GROUP INSURANCE	26,455	31,000	31,000	27,190	27,190	27,190
51155 DC RETIREMENT	4,842	5,000	6,027	5,000	5,000	5,000
51170 WORKER'S COMPENSATION	2,072	537	537	311	311	311
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 152,990</b>	<b>\$ 162,537</b>	<b>\$ 172,153</b>	<b>\$ 156,501</b>	<b>\$ 156,501</b>	<b>\$ 156,501</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 365	\$ 600	\$ 725	\$ 600	\$ 600	\$ 600
52310 UTILITIES & COMMUNICATIONS	2	25	10	25	25	25
52410 PROFESSIONAL SERVICES	-	1,500	-	1,000	1,000	1,000
52510 OTHER SERVICES	5,729	7,150	12,000	9,300	9,300	9,300
52610 MAINT. & REPAIR SERVICE	2,191	1,950	1,000	2,450	2,450	2,450
52810 INSURANCE & BONDS	-	-	215	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 8,287</b>	<b>\$ 11,225</b>	<b>\$ 13,950</b>	<b>\$ 13,375</b>	<b>\$ 13,375</b>	<b>\$ 13,375</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 718	\$ 1,750	\$ 2,500	\$ 4,000	\$ 4,000	\$ 4,000
53210 JANITORIAL SUPPLIES	-	100	50	100	100	100
53310 GENERAL SUPPLIES	2,373	5,425	5,000	5,100	5,100	5,100
53610 MAINT. & REPAIR MATERIALS	785	2,500	1,500	4,000	4,000	4,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 3,876</b>	<b>\$ 9,775</b>	<b>\$ 9,050</b>	<b>\$ 13,200</b>	<b>\$ 13,200</b>	<b>\$ 13,200</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 165,153</b>	<b>\$ 183,537</b>	<b>\$ 195,153</b>	<b>\$ 183,076</b>	<b>\$ 183,076</b>	<b>\$ 183,076</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Museum – Personnel and Capital Detail

FUND 101 GENERAL  
 DEPT 425 HISTORY MUSEUM

**PERSONNEL SCHEDULE**

<u>CLASSIFICATION</u>	<u>2018-19 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2019-20 BUDGETED NUMBER OF EMPLOYEES</u>	<u>2019-20 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2020-21 BUDGETED NUMBER OF EMPLOYEES</u>
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
<b>TOTAL</b>	<b>3.63</b>	<b>3.63</b>	<b>3.63</b>	<b>3.63</b>

***CITY OF BARTLESVILLE***  
 2020-21 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.

- 2020 Accomplishments:
- Edged curbs along City right of ways
  - Maintained all City owned athletic fields
  - Provided mosquito control for public safety
  - Provided maintenance of City playgrounds and restrooms

- 2021 Objectives:
- Continue maintenance of City right of ways, parks, and properties
  - Continue operation of a mosquito control program for public safety
  - Mow and maintain all City athletic fields
  - Maintain Pathfinder trail

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				
2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$1,158,071	\$1,314,764	\$1,189,411	\$1,266,572	\$1,266,572

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**General Fund – Park and Recreation – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 582,895	\$ 665,000	\$ 602,400	\$ 663,000	\$ 663,000	\$ 663,000
51120 OVERTIME	2,169	1,000	199	1,000	1,000	1,000
51130 FICA	41,967	52,000	43,097	52,000	52,000	52,000
51140 GROUP INSURANCE	158,712	187,000	187,000	163,139	163,139	163,139
51150 DB RETIREMENT	76,837	76,000	69,806	76,500	76,500	76,500
51155 DC RETIREMENT	8,321	12,000	8,035	12,000	12,000	12,000
51170 WORKER'S COMPENSATION	12,430	18,614	18,614	10,783	10,783	10,783
51180 UNEMPLOYMENT COMP	653	-	2,876	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 883,984</b>	<b>\$ 1,011,614</b>	<b>\$ 932,027</b>	<b>\$ 978,422</b>	<b>\$ 978,422</b>	<b>\$ 978,422</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 80,643	\$ 80,950	\$ 84,569	\$ 80,950	\$ 80,950	\$ 80,950
52310 UTILITIES & COMMUNICATIONS	45,480	50,000	37,836	50,000	50,000	50,000
52410 PROFESSIONAL SERVICES	-	-	1,496	-	-	-
52510 OTHER SERVICES	3,387	3,700	4,277	3,700	3,700	3,700
52610 MAINT. & REPAIR SERVICE	1,985	4,000	10,274	4,000	4,000	4,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 131,495</b>	<b>\$ 138,650</b>	<b>\$ 138,452</b>	<b>\$ 138,650</b>	<b>\$ 138,650</b>	<b>\$ 138,650</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 560	\$ 500	\$ 225	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	8,374	8,000	7,296	8,000	8,000	8,000
53310 GENERAL SUPPLIES	20,312	40,000	16,952	40,000	25,000	25,000
53410 TOOLS & EQUIPMENT	3,684	6,500	1,744	6,500	6,500	6,500
53510 FUEL	35,850	33,000	30,745	33,000	33,000	33,000
53610 MAINT. & REPAIR MATERIALS	73,812	76,500	61,970	76,500	76,500	76,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 142,592</b>	<b>\$ 164,500</b>	<b>\$ 118,932</b>	<b>\$ 164,500</b>	<b>\$ 149,500</b>	<b>\$ 149,500</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,158,071</b>	<b>\$ 1,314,764</b>	<b>\$ 1,189,411</b>	<b>\$ 1,281,572</b>	<b>\$ 1,266,572</b>	<b>\$ 1,266,572</b>

**CITY OF BARTLESVILLE**

2020-21 Operating Budget

General Fund – Park and Recreation – Personnel and Capital Detail

FUND 101 GENERAL  
DEPT 431 PARK & RECREATION

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2018-19 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2019-20 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2019-20 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2020-21 BUDGETED NUMBER OF EMPLOYEES</b>
Parks Supervisor	1	1	1	1
Equipment Operator	2	2	2	2
Maintenance Worker	15	15	15	15
<b>TOTAL</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 General Fund – Transfers – Summary

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

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Department Description:    The Transfers department is used to account for transfers out to other funds. These activities are generally non-departmental, and therefore utilize this department.

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2020 Accomplishments:    N/A

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2021 Objectives:            N/A

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Budget Highlights:         The three transfers from the general fund that are used to subsidize the operating costs of other funds are the transfers to the E-911, Stadium Operating, and Golf Course funds.

<b>FUND 101 GENERAL DEPT 900 TRANSFERS</b>				
<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$1,387,658</b>	<b>\$1,666,073</b>	<b>\$1,666,073</b>	<b>\$1,406,875</b>	<b>\$1,406,875</b>

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**General Fund – Transfers – Line Item Detail**

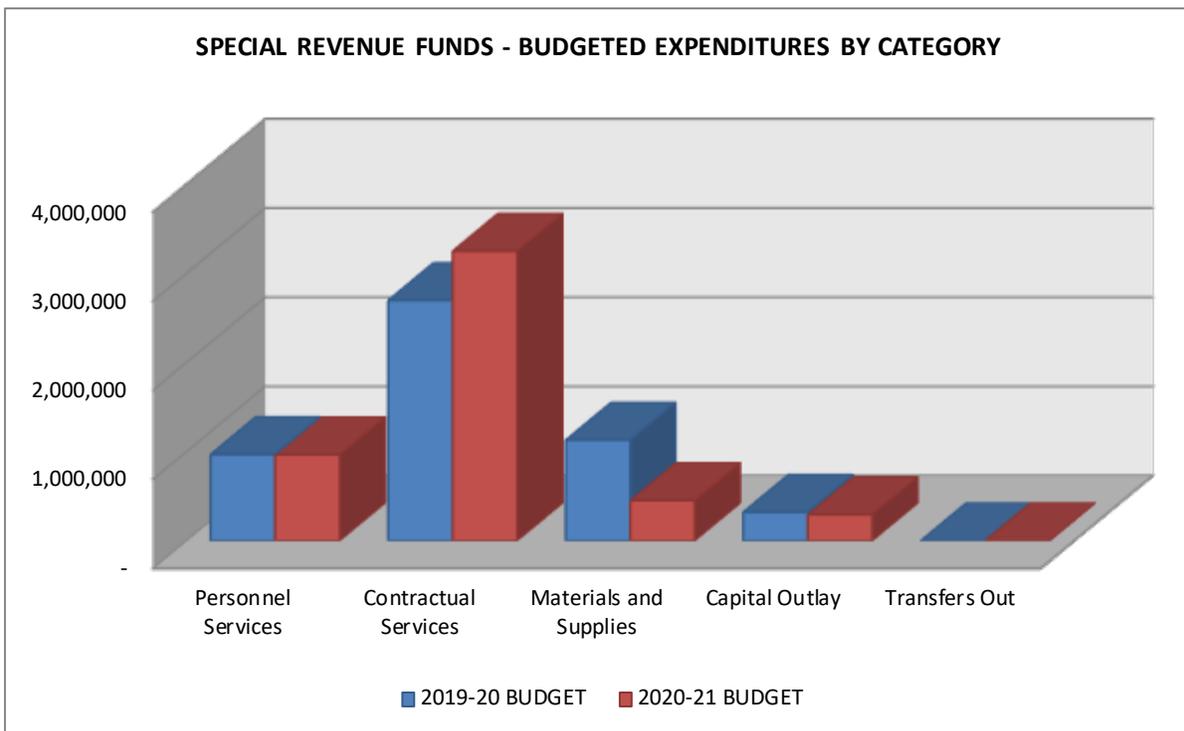
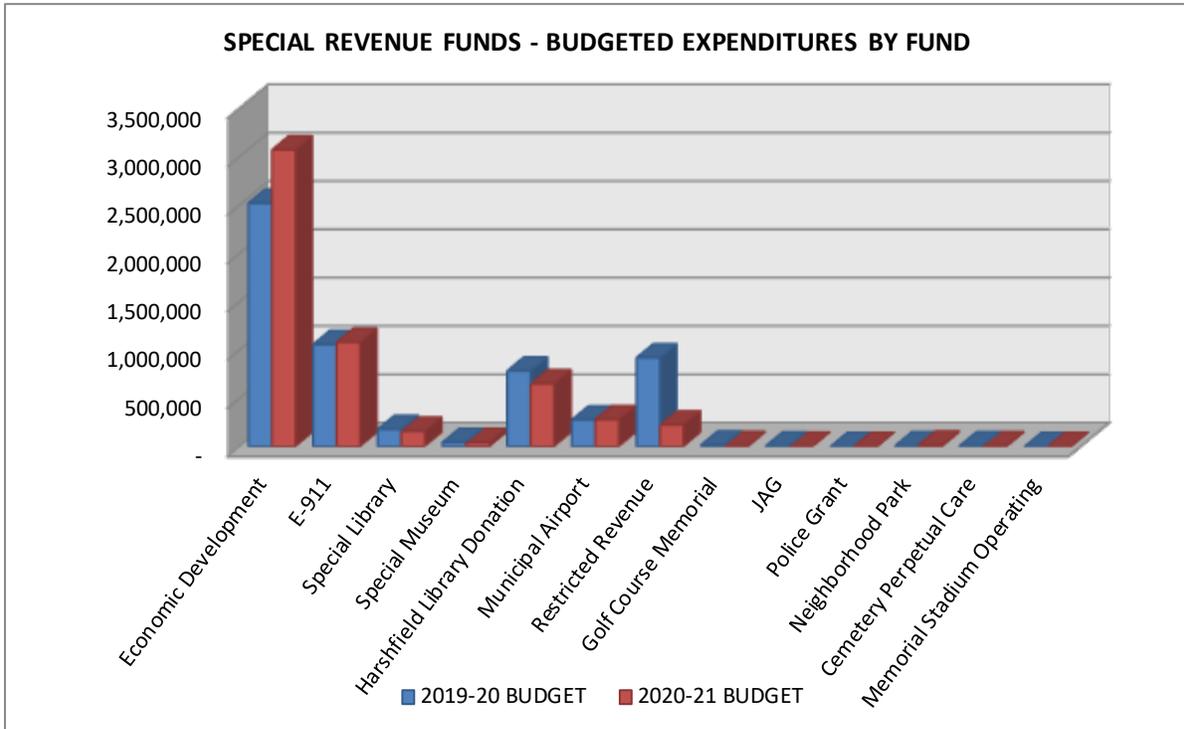
<b>TRANSFERS</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
59207 E 9-1-1 FUND	\$ 434,488	\$ 551,414	\$ 551,414	\$ 502,118	\$ 498,118	\$ 498,118
59513 ADAMS GOLF COURSE	135,549	173,382	173,382	144,296	137,296	137,296
59515 SOONER POOL	29,902	44,750	44,750	37,360	37,360	37,360
59516 FRONTIER POOL	40,820	49,681	49,681	35,806	35,806	35,806
59663 AUTO COLLISION INSURANCE	25,000	25,000	25,000	25,000	25,000	25,000
59670 STABILIZATION RESERVE	441,899	471,846	471,846	476,604	473,295	473,295
59675 CAPITAL RESERVE	280,000	350,000	350,000	200,000	200,000	200,000
<b>TOTAL TRANSFERS</b>	<b>\$ 1,387,658</b>	<b>\$ 1,666,073</b>	<b>\$ 1,666,073</b>	<b>\$ 1,421,184</b>	<b>\$ 1,406,875</b>	<b>\$ 1,406,875</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,387,658</b>	<b>\$ 1,666,073</b>	<b>\$ 1,666,073</b>	<b>\$ 1,421,184</b>	<b>\$ 1,406,875</b>	<b>\$ 1,406,875</b>

# **SPECIAL REVENUE FUNDS**



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**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Special Revenue Funds – Expenditure Graphs



**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Special Revenue Funds – Expenditure Summary by Fund

<b>EXPENDITURES AND RESERVES BY FUND</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Economic Development	\$ 1,635,000	\$ 2,517,557	\$ 1,315,740	\$ 3,069,247
E-911	1,003,291	1,056,836	1,035,030	1,077,671
Special Library	152,342	178,000	176,410	158,700
Special Museum	33,651	42,500	25,262	40,500
Harshfield Library Donation	30,651	782,539	100,390	650,077
Municipal Airport	280,850	276,827	-	279,033
Restricted Revenue	73,999	919,038	800,590	223,701
Golf Course Memorial	77,429	16,800	16,587	10,130
JAG	-	6,000	3	2,778
Neighborhood Park	-	8,353	-	14,659
Cemetery Perpetual Care	-	8,895	-	8,538
Memorial Stadium Operating	4,268	-	-	-
<b>Total Expenditures and Reserves</b>	<b><u>\$ 3,291,481</u></b>	<b><u>\$ 5,813,345</u></b>	<b><u>\$ 3,470,012</u></b>	<b><u>\$ 5,535,034</u></b>

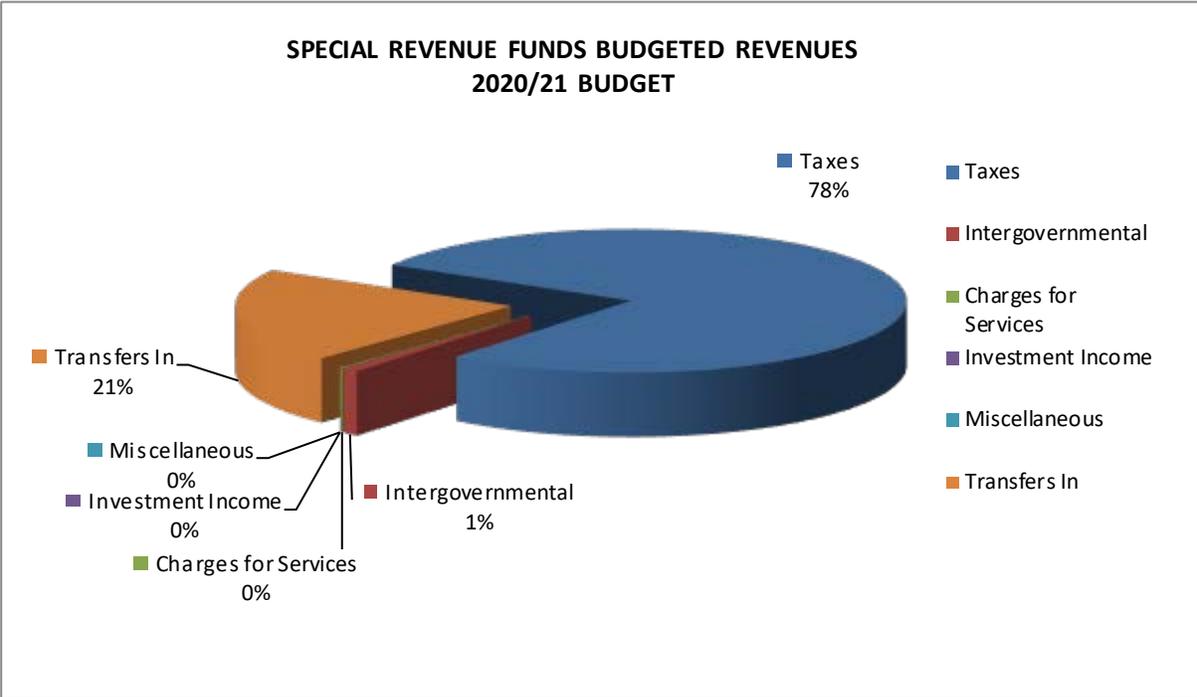
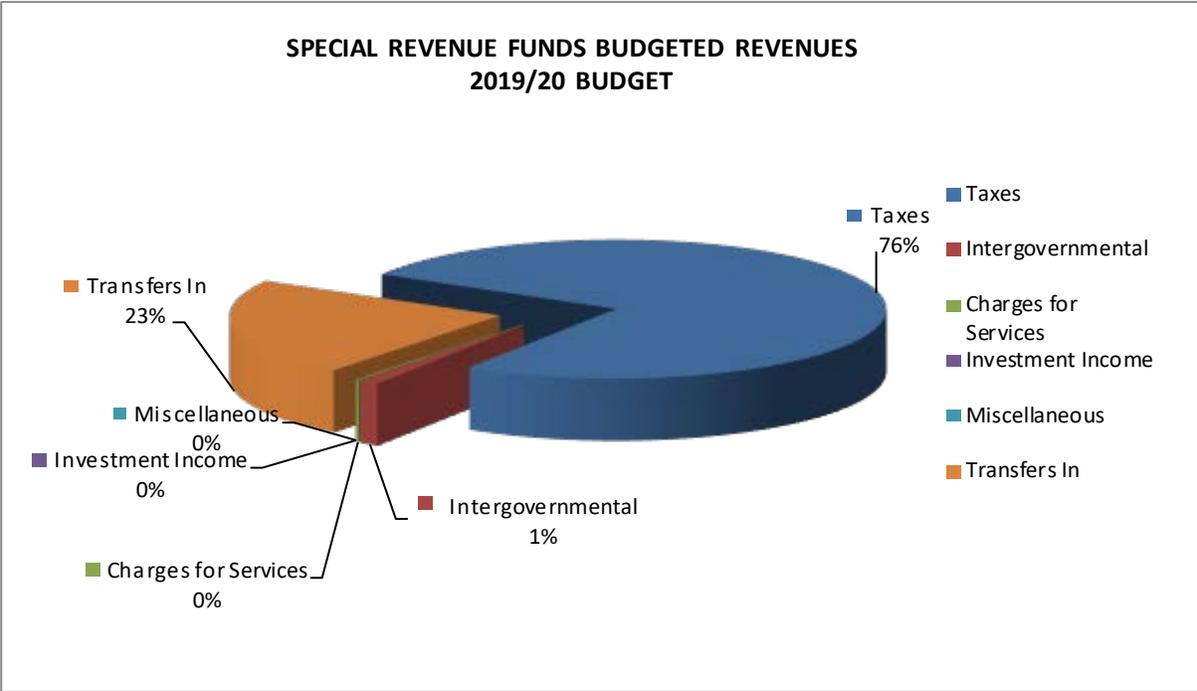
**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**Special Revenue Funds – Expenditure Summary by Line Item**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 677,702	\$ 676,000	\$ 678,903	\$ 692,511	\$ 692,511	\$ 692,511
51120 OVERTIME	21,294	18,000	14,869	18,000	18,000	18,000
51130 FICA	50,558	54,000	49,986	53,500	53,500	53,500
51140 GROUP INSURANCE	132,317	156,000	156,000	135,950	135,950	135,950
51150 DB RETIREMENT	51,751	45,000	43,714	47,000	47,000	47,000
51155 DC RETIREMENT	14,188	16,000	15,545	16,000	16,000	16,000
51170 WORKER'S COMPENSATION	10,358	2,685	2,685	1,555	1,555	1,555
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 958,168</b>	<b>\$ 967,685</b>	<b>\$ 961,702</b>	<b>\$ 964,516</b>	<b>\$ 964,516</b>	<b>\$ 964,516</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 2,615	\$ 9,050	\$ 6,065	\$ 12,050	\$ 10,050	\$ 10,050
52310 UTILITIES & COMMUNICATIONS	86,149	103,500	105,500	119,500	119,500	119,500
52410 PROFESSIONAL SERVICES	72,763	33,000	-	28,500	28,500	28,500
52510 OTHER SERVICES	927,199	1,555,545	350,007	2,095,747	2,095,747	2,095,747
52610 MAINT. & REPAIR SERVICE	752	4,000	3,135	6,000	4,000	4,000
52710 OPERATIONAL SERVICES	935,000	990,000	990,000	990,000	990,000	990,000
52810 INSURANCE & BONDS	-	300	-	300	300	300
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 2,024,478</b>	<b>\$ 2,695,395</b>	<b>\$ 1,454,707</b>	<b>\$ 3,252,097</b>	<b>\$ 3,248,097</b>	<b>\$ 3,248,097</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 14,276	\$ 14,300	\$ 11,017	\$ 20,900	\$ 20,900	\$ 20,900
53310 GENERAL SUPPLIES	122,749	169,195	190,654	150,646	150,646	150,646
53410 TOOLS & EQUIPMENT	-	-	2,060	-	-	-
53610 MAINT. & REPAIR MATERIALS	92,570	945,038	839,943	279,701	279,701	279,701
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 229,595</b>	<b>\$ 1,128,533</b>	<b>\$ 1,043,674</b>	<b>\$ 451,247</b>	<b>\$ 451,247</b>	<b>\$ 451,247</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Special Revenue Funds – Expenditure Summary by Line Item  
 (continued)

<b>CAPITAL OUTLAY</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
55920 BUILDINGS & STRUCTURES	\$ 74,972	\$ 285,180	\$ 9,929	\$ 293,692	\$ 293,692	\$ 293,692
55950 OFFICE EQUIP & FURNISH	-	35,000	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<u>\$ 74,972</u>	<u>\$ 320,180</u>	<u>\$ 9,929</u>	<u>\$ 293,692</u>	<u>\$ 293,692</u>	<u>\$ 293,692</u>
<b>TRANSFERS OUT</b>						
59101 GENERAL FUND	\$ 2,134	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL TRANSFERS</b>	<u>\$ 2,134</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>TOTAL BUDGET</b>	<u><u>\$ 3,289,347</u></u>	<u><u>\$ 5,111,793</u></u>	<u><u>\$ 3,470,012</u></u>	<u><u>\$ 4,961,552</u></u>	<u><u>\$ 4,957,552</u></u>	<u><u>\$ 4,957,552</u></u>

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**Special Revenue Funds – Revenue Graphs**



**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Special Revenue Funds – Revenue Summary by Source

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Sales Tax	\$ 1,388,719	\$ 1,371,786	\$ 1,404,125	\$ 1,344,291
Hotel-Motel Tax	209,612	208,600	208,600	208,600
Franchise Tax	526,785	497,500	504,301	512,600
Intergovernmental	298,242	33,100	29,870	27,100
Charges for Services	4,856	5,100	3,752	3,600
Interest and Investment Income	17,965	-	-	-
Donations and Miscellaneous	300,777	-	793,830	-
Transfer In:				
From BLTA	72,350	70,000	74,850	70,000
From General	434,488	551,414	551,414	498,118
From History Museum Trust	-	5,000	5,000	-
	<u>3,001,156</u>	<u>2,592,544</u>	<u>3,001,106</u>	<u>3,106,836</u>
Fund Balance				
	<u>3,001,156</u>	<u>2,592,544</u>	<u>3,001,106</u>	<u>3,106,836</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 6,254,950</u></b>	<b><u>\$ 5,335,044</u></b>	<b><u>\$ 6,576,848</u></b>	<b><u>\$ 5,771,145</u></b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Special Revenue Funds – Personnel Summary

<b>PERSONNEL COUNTS BY DEPARTMENT</b>	<b>2018-19 ACTUAL FTEs</b>	<b>2019-20 BUDGETED FTEs</b>	<b>2019-20 ACTUAL FTEs</b>	<b>2020-21 BUDGETED FTEs</b>
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	1.23	1.23	1.23	1.23
<b>Total Expenditures</b>	<b>17.46</b>	<b>17.46</b>	<b>17.46</b>	<b>17.46</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Economic Development Fund – Summary

Fund Mission: To stimulate local economic development through the use of incentives and dissemination of favorable information about the local economy and culture.

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Fund Description: The Economic Development Fund was established in 1986 when the City determined that a sustained effort was necessary to stimulate and grow the local economy in light of many ups and downs related to the City’s dependence upon the oil and gas industry. It is funded by a ¼% sales tax and a 2% Hotel Tax.

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2020 Accomplishments: • N/A

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2021 Objectives: • N/A

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

<b>FUND 203 ECONOMIC DEVELOPMENT DEPT 538 ECONOMIC DEVELOPMENT</b>				
<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$1,635,000</b>	<b>\$2,517,557</b>	<b>\$1,315,740</b>	<b>\$3,069,247</b>	<b>\$3,069,247</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Economic Development Fund – Expenditure and Revenue Summary

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Economic Development	\$ 1,635,000	\$ 2,517,557	\$ 1,315,740	\$ 3,069,247
<b>Total Expenditures</b>	<b>\$ 1,635,000</b>	<b>\$ 2,517,557</b>	<b>\$ 1,315,740</b>	<b>\$ 3,069,247</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Sales Tax	\$ 1,388,719	\$ 1,371,786	\$ 1,404,125	\$ 1,344,291
Hotel-Motel Tax	209,612	208,600	208,600	208,600
Interest and Investment Income	11,018	-	-	-
Fund Balance	1,224,422	937,171	1,219,371	1,516,356
<b>Total Available for Appropriation</b>	<b>\$ 2,833,771</b>	<b>\$ 2,517,557</b>	<b>\$ 2,832,096</b>	<b>\$ 3,069,247</b>

**CITY OF BARTLESVILLE**

2020-21 Operating Budget

Economic Development Fund – Economic Development – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
52410 PROFESSIONAL SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
52510 OTHER SERVICES	700,000	1,527,557	325,740	2,079,247	2,079,247	2,079,247
52710 OPERATIONAL SERVICES	935,000	990,000	990,000	990,000	990,000	990,000
52950 MISCELLANEOUS	-	-	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 1,635,000</b>	<b>\$ 2,517,557</b>	<b>\$ 1,315,740</b>	<b>\$ 3,069,247</b>	<b>\$ 3,069,247</b>	<b>\$ 3,069,247</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,635,000</b>	<b>\$ 2,517,557</b>	<b>\$ 1,315,740</b>	<b>\$ 3,069,247</b>	<b>\$ 3,069,247</b>	<b>\$ 3,069,247</b>

# ***CITY OF BARTLESVILLE***

## 2020-21 Operating Budget

### E-911 Fund – Summary

**Fund Mission:** To offer an enhanced E-911 service to the City of Bartlesville and surrounding areas providing dispatch assistance and coordination to all public safety entities in the area.

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**Fund Description:** The E-911 Fund is financed by the levy of a monthly 5% fee on the 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.

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- 2020 Accomplishments:**
- Began Tyler software upgrade
  - Joined APCO to increase training opportunities
  - Certified some staff as Emergency Medical Dispatchers
- 

- 2021 Objectives:**
- Continue EMD certification for staff
  - CPR certification for staff
  - Implement New World software
- 

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

				<b>FUND 207 E-911 DEPT 275 EMERGENCY DISPATCH</b>	
<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>	
<b>\$1,003,291</b>	<b>\$1,037,323</b>	<b>\$1,035,030</b>	<b>\$1,056,766</b>	<b>\$1,056,766</b>	

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**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 E-911 Fund – Expenditure and Revenue Summary

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Emergency Dispatch	\$ 1,003,291	\$ 1,037,323	\$ 1,035,030	\$ 1,056,766
Reserves:       Compensated Absences Reserve	-	19,513	-	20,905
<b>Total Expenditures and Reserves</b>	<b><u>\$ 1,003,291</u></b>	<b><u>\$ 1,056,836</u></b>	<b><u>\$ 1,035,030</u></b>	<b><u>\$ 1,077,671</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
E-911 Service Tax	\$ 114,661	\$ 95,100	\$ 83,262	\$ 83,200
E-911 Wireless Fee	412,124	402,400	421,039	429,400
Charges for Services	2,400	2,400	2,400	2,400
Interest and Investment Income	269	-	-	-
Transfer In:       General	434,488	551,414	551,414	498,118
Fund Balance	80,343	6,914	41,468	64,553
<b>Total Available for Appropriation</b>	<b><u>\$ 1,044,285</u></b>	<b><u>\$ 1,058,228</u></b>	<b><u>\$ 1,099,583</u></b>	<b><u>\$ 1,077,671</u></b>

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**E-911 Fund – Emergency Dispatch – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 621,660	\$ 618,000	\$ 630,185	\$ 635,511	\$ 635,511	\$ 635,511
51120 OVERTIME	21,294	18,000	14,869	18,000	18,000	18,000
51130 FICA	46,455	49,000	46,259	49,000	49,000	49,000
51140 GROUP INSURANCE	132,317	156,000	156,000	135,950	135,950	135,950
51150 DB RETIREMENT	51,751	45,000	43,714	47,000	47,000	47,000
51155 DC RETIREMENT	14,188	16,000	15,545	16,000	16,000	16,000
51170 WORKER'S COMPENSATION	10,358	2,685	2,685	1,555	1,555	1,555
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 898,023</b>	<b>\$ 904,685</b>	<b>\$ 909,257</b>	<b>\$ 903,016</b>	<b>\$ 903,016</b>	<b>\$ 903,016</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 2,316	\$ 9,050	\$ 5,290	\$ 12,050	\$ 10,050	\$ 10,050
52310 UTILITIES & COMMUNICATIONS	86,149	103,500	105,500	119,500	119,500	119,500
52510 OTHER SERVICES	10,174	8,988	8,562	9,000	9,000	9,000
52610 MAINT. & REPAIR SERVICE	752	4,000	3,135	6,000	4,000	4,000
52810 INSURANCE & BONDS	-	300	-	300	300	300
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 99,391</b>	<b>\$ 125,838</b>	<b>\$ 122,487</b>	<b>\$ 146,850</b>	<b>\$ 142,850</b>	<b>\$ 142,850</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 3,804	\$ 4,800	\$ 1,517	\$ 8,900	\$ 8,900	\$ 8,900
53310 GENERAL SUPPLIES	2,073	1,000	705	1,000	1,000	1,000
53610 MAINT. & REPAIR MATERIALS	-	1,000	1,064	1,000	1,000	1,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 5,877</b>	<b>\$ 6,800</b>	<b>\$ 3,286</b>	<b>\$ 10,900</b>	<b>\$ 10,900</b>	<b>\$ 10,900</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 1,003,291</b>	<b>\$ 1,037,323</b>	<b>\$ 1,035,030</b>	<b>\$ 1,060,766</b>	<b>\$ 1,056,766</b>	<b>\$ 1,056,766</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 E-911 Fund – Emergency Dispatch – Personnel and Capital Detail

FUND 207 E-911  
 DEPT 275 EMERGENCY DISPATCH

**PERSONNEL SCHEDULE**

<u>CLASSIFICATION</u>	<u>2018-19 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2019-20 BUDGETED NUMBER OF EMPLOYEES</u>	<u>2019-20 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2020-21 BUDGETED NUMBER OF EMPLOYEES</u>
Lead Emergency Comm. Tech	0	3	3	3
Emergency Comm. Tech	15.1	12.1	12.1	12.1
<b>TOTAL</b>	<b>15.1</b>	<b>15.1</b>	<b>15.1</b>	<b>15.1</b>

***CITY OF BARTLESVILLE***  
2020-21 Operating Budget  
Special Library Fund – Summary

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

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

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- 2020 Accomplishments:
- Purchased a large format printer for Library use
  - Created a new “Binge Box” Collection for patron checkout
  - Created an “Outdoor Things” Collection available for checkout for use at the Tower Green
  - Secured a Health Literacy Grant that enabled the Library to host weekly exercise classes, cooking classes, and programs related to health and wellness
  - Purchased a new barcode scanner for the Circulation Desk
  - Increased adult, teen, and children’s programs by 10%
-

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Special Library Fund – Summary  
 (continued)

2021 Objectives:

- Revise and improve the Library’s website making it more mobile and user friendly
- Increase the Library’s presence in all social media formats
- Build the annual Summer Reading Program for children and teens
- Increase STEM programming for children and teens per grant guidelines

Budget Highlights:

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

<b>FUND 208 SPECIAL LIBRARY DEPT 421 LIBRARY</b>				
<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$152,342</b>	<b>\$178,000</b>	<b>\$176,410</b>	<b>\$158,700</b>	<b>\$158,700</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Special Library Fund – Expenditure and Revenue Summary

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Library	\$ 152,342	\$ 178,000	\$ 176,410	\$ 158,700
<b>Total Expenditures</b>	<b>\$ 152,342</b>	<b>\$ 178,000</b>	<b>\$ 176,410</b>	<b>\$ 158,700</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Intergovernmental	\$ 37,893	\$ 27,100	\$ 27,100	\$ 27,100
Interest and Investment Income	2,627	-	-	-
Donations and Miscellaneous	28,653	-	12,928	-
Transfer In: From BLTA	<u>72,350</u>	<u>70,000</u>	<u>74,850</u>	<u>70,000</u>
Fund Balance	<u>299,638</u>	<u>291,770</u>	<u>283,333</u>	<u>221,801</u>
<b>Total Available for Appropriation</b>	<b>\$ 441,161</b>	<b>\$ 388,870</b>	<b>\$ 398,211</b>	<b>\$ 318,901</b>

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**Special Library Fund – Library – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 26,383	\$ 25,000	\$ 27,523	\$ 25,000	\$ 25,000	\$ 25,000
51130 FICA	2,018	2,000	2,106	2,000	2,000	2,000
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 28,401</b>	<b>\$ 27,000</b>	<b>\$ 29,629</b>	<b>\$ 27,000</b>	<b>\$ 27,000</b>	<b>\$ 27,000</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 299	\$ -	\$ 775	\$ -	\$ -	\$ -
52410 PROFESSIONAL SERVICES	-	12,000	-	19,500	19,500	19,500
52510 OTHER SERVICES	9,016	12,500	12,500	4,500	4,500	4,500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 9,315</b>	<b>\$ 24,500</b>	<b>\$ 13,275</b>	<b>\$ 24,000</b>	<b>\$ 24,000</b>	<b>\$ 24,000</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 8,236	\$ 9,500	\$ 9,500	\$ 7,000	\$ 7,000	\$ 7,000
53310 GENERAL SUPPLIES	106,296	117,000	124,006	100,700	100,700	100,700
53610 MAINT. & REPAIR MATERIALS	94	-	-	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 114,626</b>	<b>\$ 126,500</b>	<b>\$ 133,506</b>	<b>\$ 107,700</b>	<b>\$ 107,700</b>	<b>\$ 107,700</b>
<b>TOTAL BUDGET</b>	<b>\$ 152,342</b>	<b>\$ 178,000</b>	<b>\$ 176,410</b>	<b>\$ 158,700</b>	<b>\$ 158,700</b>	<b>\$ 158,700</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Special Library Fund – Library – Personnel and Capital Detail

**FUND 208 SPECIAL LIBRARY  
 DEPT 421 LIBRARY**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2018-19 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2019-20 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2019-20 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2020-21 BUDGETED NUMBER OF EMPLOYEES</b>
Library Assistant	1.13	1.13	1.13	1.13
<b>TOTAL</b>	<b>1.13</b>	<b>1.13</b>	<b>1.13</b>	<b>1.13</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Special Museum Fund – Summary

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

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

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2020 Accomplishments:
 

- Secured the Martha Jane Starr Field of Interest Fund Grant to pay the salaries of two part-time staff
- Grant facilitators continued digitizing History Museum Records

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2021 Objectives:
 

- Secure the Martha Jane Starr Field of Interest Fund Grant from the Greater Kansas City Community Foundation to continue the digitizing of History Museum documents

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

<b>FUND 209 SPECIAL MUSEUM DEPT 425 MUSUEM</b>				
<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$33,651</b>	<b>\$42,500</b>	<b>\$25,262</b>	<b>\$40,500</b>	<b>\$40,500</b>

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**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Special Museum Fund – Expenditure and Revenue Summary

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Museum	\$ 33,651	\$ 42,500	\$ 25,262	\$ 40,500
<b>Total Expenditures</b>	<b>\$ 33,651</b>	<b>\$ 42,500</b>	<b>\$ 25,262</b>	<b>\$ 40,500</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ 1,090	\$ -	\$ -	\$ -
Donations and Miscellaneous	21,582	-	35,210	-
Transfer In: History Musuem Trust	-	5,000	5,000	-
Fund Balance	108,826	94,127	101,462	116,410
<b>Total Available for Appropriation</b>	<b>\$ 131,498</b>	<b>\$ 99,127</b>	<b>\$ 141,672</b>	<b>\$ 116,410</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Special Museum Fund – Museum – Line Item Detail

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 29,659	\$ 33,000	\$ 21,195	\$ 32,000	\$ 32,000	\$ 32,000
51130 FICA	2,085	3,000	1,621	2,500	2,500	2,500
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 31,744</b>	<b>\$ 36,000</b>	<b>\$ 22,816</b>	<b>\$ 34,500</b>	<b>\$ 34,500</b>	<b>\$ 34,500</b>
<b>CONTRACTUAL SERVICES</b>						
52410 PROFESSIONAL SERVICES	\$ -	\$ 2,000	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
52510 OTHER SERVICES	494	-	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 494</b>	<b>\$ 2,000</b>	<b>\$ -</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
53310 GENERAL SUPPLIES	1,413	4,500	2,446	3,000	3,000	3,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,413</b>	<b>\$ 4,500</b>	<b>\$ 2,446</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 33,651</b>	<b>\$ 42,500</b>	<b>\$ 25,262</b>	<b>\$ 40,500</b>	<b>\$ 40,500</b>	<b>\$ 40,500</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Special Museum Fund – Museum – Personnel and Capital Detail

**FUND 209 SPECIAL MUSEUM  
 DEPT 425 MUSUEM**

**PERSONNEL SCHEDULE**

<u>CLASSIFICATION</u>	<u>2018-19 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2019-20 BUDGETED NUMBER OF EMPLOYEES</u>	<u>2019-20 ACTUAL NUMBER OF EMPLOYEES</u>	<u>2020-21 BUDGETED NUMBER OF EMPLOYEES</u>
Library Assistant	1.23	1.23	1.23	1.23
<b>TOTAL</b>	<b><u>1.23</u></b>	<b><u>1.23</u></b>	<b><u>1.23</u></b>	<b><u>1.23</u></b>

**CITY OF BARTLESVILLE**  
 2020-21 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.

2020 Accomplishments: • No projects were planned for FY 19-20

2021 Objectives: • No projects are planned for FY 20-21 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.

<b>FUND 240 MUNICIPAL AIRPORT DEPT 147 AIRPORT</b>				
2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$280,850	\$276,827	\$0	\$279,033	\$279,033

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Municipal Airport Fund – Expenditure and Revenue Summary

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Airport	\$ 280,850	\$ 276,827	\$ -	\$ 279,033
<b>Total Expenditures</b>	<b><u>\$ 280,850</u></b>	<b><u>\$ 276,827</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 279,033</u></b>
<i>Revenues</i>				
<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Intergovernmental	\$ 260,349	\$ -	\$ -	\$ -
Interest and Investment Income	<u>2,635</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance	<u>247,404</u>	<u>276,827</u>	<u>279,033</u>	<u>279,033</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 510,388</u></b>	<b><u>\$ 276,827</u></b>	<b><u>\$ 279,033</u></b>	<b><u>\$ 279,033</u></b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Municipal Airport Fund – Airport – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
52410 PROFESSIONAL SERVICES	\$ 72,763	\$ -	\$ -	\$ -	\$ -	\$ -
52510 OTHER SERVICES	<u>207,515</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL CONTRACTUAL SERVICES</b>	<u>\$ 280,278</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>CAPITAL OUTLAY</b>						
55930 OTHER IMPROVEMENTS	\$ 572	\$ 276,827	\$ -	\$ 279,033	\$ 279,033	\$ 279,033
<b>TOTAL CAPITAL OUTLAY</b>	<u>\$ 572</u>	<u>\$ 276,827</u>	<u>\$ -</u>	<u>\$ 279,033</u>	<u>\$ 279,033</u>	<u>\$ 279,033</u>
<b>TOTAL BUDGET</b>	<u>\$ 280,850</u>	<u>\$ 276,827</u>	<u>\$ -</u>	<u>\$ 279,033</u>	<u>\$ 279,033</u>	<u>\$ 279,033</u>

**CITY OF BARTLESVILLE**  
 2020-21 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

2020 Accomplishments:

- Purchased a Cricut machine and supplies for the Creative Corner
- Completed the renovations on all public restrooms
- Renovated the Storytime Room

2021 Objectives:

- Create a Self-Checkout Station for patron use
- Create a Music Streaming Collection
- Purchase a vehicle for Library use

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**

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$30,651	\$782,539	\$100,390	\$650,077	\$650,077

**CITY OF BARTLESVILLE**

2020-21 Operating Budget

Harshfield Library Donation Fund – Expenditure and Revenue Summary

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Museum	\$ 30,651	\$ 100,500	\$ 100,390	\$ 93,500
Unallocated	-	682,039	-	556,577
<b>Total Expenditures</b>	<b>\$ 30,651</b>	<b>\$ 782,539</b>	<b>\$ 100,390</b>	<b>\$ 650,077</b>
<i>Revenues</i>				
<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Donations and Miscellaneous	\$ 6,971	\$ -	\$ -	\$ -
Fund Balance	761,021	728,708	750,467	650,077
<b>Total Available for Appropriation</b>	<b>\$ 767,992</b>	<b>\$ 728,708</b>	<b>\$ 750,467</b>	<b>\$ 650,077</b>

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**Harshfield Library Donation Fund – Library – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
52410 PROFESSIONAL SERVICES	\$ -	\$ 19,000	\$ -	\$ 7,000	\$ 7,000	\$ 7,000
52510 OTHER SERVICES	-	6,500	3,205	3,000	3,000	3,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ -</b>	<b>\$ 25,500</b>	<b>\$ 3,205</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 2,026	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ 4,000
53310 GENERAL SUPPLIES	11,948	15,000	63,494	24,500	24,500	24,500
53610 MAINT. & REPAIR MATERIALS	16,677	25,000	33,691	55,000	55,000	55,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 30,651</b>	<b>\$ 40,000</b>	<b>\$ 97,185</b>	<b>\$ 83,500</b>	<b>\$ 83,500</b>	<b>\$ 83,500</b>
<b>CAPITAL OUTLAY</b>						
55960 VEHICLES & EQUIPMENT	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ 35,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 30,651</b>	<b>\$ 100,500</b>	<b>\$ 100,390</b>	<b>\$ 93,500</b>	<b>\$ 93,500</b>	<b>\$ 93,500</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Restricted Revenue Fund – Summary

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

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

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2020 Accomplishments: • Purchased additional equipment deemed necessary for Operations Division, Criminal Investigations Division, and Training Division & Administration at the Police Department

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2021 Objectives: • Purchase additional equipment deemed necessary for Operations Division, Criminal Investigations Division, and Training Division & Administration at the Police Department

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

<b>FUND 243 RESTRICTED REVENUE ALL DEPARTMENTS</b>				
2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$73,999	\$919,038	\$800,590	\$223,701	\$223,701

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Restricted Revenue Fund – Expenditure and Revenue Summary

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
General Services	\$ 9,261	\$ 16,092	\$ 53	\$ 63,136
Cemetery	155	21,570	-	24,117
Community Development	-	1,591	-	1,591
Fire	24,460	46,411	45,954	9,289
Police	33,892	95,532	78,895	39,384
Park and Recreation	6,231	731,650	675,688	79,992
Swimming Pools	-	6,192	-	6,192
Stadium	-	-	-	-
<b>Total Expenditures</b>	<b><u>\$ 73,999</u></b>	<b><u>\$ 919,038</u></b>	<b><u>\$ 800,590</u></b>	<b><u>\$ 223,701</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Donations and Miscellaneous	<u>\$ 166,651</u>	<u>\$ -</u>	<u>\$ 731,672</u>	<u>\$ -</u>
Fund Balance	<u>207,873</u>	<u>205,035</u>	<u>292,619</u>	<u>223,701</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 374,524</u></b>	<b><u>\$ 205,035</u></b>	<b><u>\$ 1,024,291</u></b>	<b><u>\$ 223,701</u></b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Restricted Revenue Fund – Expense Outlay Detail

*Expense Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>18/19 ACTUAL</b>	<b>19/20 BUDGET</b>	<b>19/20 ESTIMATE</b>	<b>20/21 BUDGET</b>
170	04037	Homeland Security	-	109	-	109
170	13112	Freedom Flag	1,641	4,105	53	3,249
170	99055	Bike racks	-	300	-	300
170	15045	Copier Lease Buyout	7,620	11,578	-	25,532
170	16023	Sale of Parr Property	-	-	-	33,946
170	N/A	TIF Reimbursement	-	-	-	-
		<b>Total Building Maintenance</b>	<b>9,261</b>	<b>16,092</b>	<b>53</b>	<b>63,136</b>
174	04012	Luminary Beautification	155	20,270	-	22,817
174	99051	Bell Tower Maintenance	-	1,300	-	1,300
		<b>Total Cemetery</b>	<b>155</b>	<b>21,570</b>	<b>-</b>	<b>24,117</b>
180	10034	Bicycle Rodeo	-	189	-	189
180	18051	Demolition Of 109 SW Cheyenne	-	1,402	-	1,402
		<b>Total Community Development</b>	<b>-</b>	<b>1,591</b>	<b>-</b>	<b>1,591</b>
250	99005	Albright Fire Trust	-	77	-	77
250	99042	General Fire Donations	7,089	380	-	629
250	13064	Communication Equipment	7,930	36,513	36,513	8,583
250	15039	Fire Prevention and Safety Grant	9,441	9,441	9,441	-
		<b>Total Fire</b>	<b>24,460</b>	<b>46,411</b>	<b>45,954</b>	<b>9,289</b>
270	99006	General Police Donations	726	37,452	37,452	-
270	10046	SOT-Special Operations Team	-	4,007	2,453	1,555
270	99028	Federal Drug Task Force Reimbursements	3,500	4,933	4,822	101
270	99030	Police Reserve	-	4,652	240	9,437
270	99031	Police Explorer	-	235	-	235
270	99036	K9 police dog	12,458	17,281	17,363	4,809
270	14001	SWAT Training	-	225	-	225
270	15040	Police Benefit Fund Donation	-	-	-	-
270	16022	Safe Oklahoma Grant	-	19,797	-	19,797

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Restricted Revenue Fund – Expense Outlay Detail  
 (continued)

*Expense Schedule*  
 (continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	18/19 ACTUAL	19/20 BUDGET	19/20 ESTIMATE	20/21 BUDGET
270	16028	Joe Glenn Memorial	-	255	224	31
270	17061	Police Training Donation	-	2,765	9,155	2,099
270	17062	PD Honor Guard	-	1,095	-	1,095
270	17063	P66 Handheld Radios Donation	7,208	2,835	2,835	-
270	19031	Body Worn Cameras (OMAG)	10,000	-	4,351	-
		<b>Total Police</b>	<b>33,892</b>	<b>95,532</b>	<b>78,895</b>	<b>39,384</b>
431	00016	Centennial Plaza	838	38,876	-	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	-	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	5,393	1,137	-	2,492
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	-	60
431	16030	Freewheel	-	271	-	271
431	19022	Tower Green	-	650,000	650,000	-
	19033	Playground equipment	-	-	12,888	-
431	19032	Civitan Park Pavillion	-	-	9,197	802
		<b>Total Parks and Recreation</b>	<b>6,231</b>	<b>731,650</b>	<b>675,688</b>	<b>79,992</b>
432	08029	Frontier Park Project	-	6,192	-	6,192
<b>TOTAL</b>			<b>\$ 73,999</b>	<b>\$ 919,038</b>	<b>\$ 800,590</b>	<b>\$ 223,701</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Golf Course Memorial Fund – Summary

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

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Fund Description: The Golf Course Memorial fund was established when members of the Adams Golf Club requested it so that gifts could be made to the Golf Course for purposes of improving it. They wanted to assure that the intended improvements were made and that the money would not be used for everyday operations.

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2020 Accomplishments: 

- Raised \$24,000 with the 2019 memorial tournament to help fund the bunker renovation

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2021 Objectives: 

- Tournament and possible projects have not been identified due to COVID 19

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

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

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$77,429	\$16,800	\$16,587	\$10,130	\$10,130

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Golf Course Memorial Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Municipal Golf Course	\$ 77,429	\$ 16,800	\$ 16,587	\$ 10,130
<b>Total Expenditures</b>	<b>\$ 77,429</b>	<b>\$ 16,800</b>	<b>\$ 16,587</b>	<b>\$ 10,130</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ 211	\$ -	\$ -	\$ -
Donations and Miscellaneous	76,920	-	7,850	-
Fund Balance	17,598	37,433	18,867	10,130
<b>Total Available for Appropriation</b>	<b>\$ 94,729</b>	<b>\$ 37,433</b>	<b>\$ 26,717</b>	<b>\$ 10,130</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Golf Course Memorial Fund – Golf Course – Line Item Detail

<b>MATERIALS &amp; SUPPLIES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
53110 OFFICE EQUIP. & SUPPLIES	\$ 210	\$ -	\$ -	\$ -	\$ -	\$ -
53310 GENERAL SUPPLIES	1,019	16,800	-	10,130	10,130	10,130
53410 TOOLS & EQUIPMENT	-	-	2,060	-	-	-
53610 MAINT. & REPAIR MATERIALS	1,800	-	4,598	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 3,029</b>	<b>\$ 16,800</b>	<b>\$ 6,658</b>	<b>\$ 10,130</b>	<b>\$ 10,130</b>	<b>\$ 10,130</b>
<b>CAPITAL OUTLAY</b>						
55930 OTHER IMPROVEMENTS	\$ 74,400	\$ -	\$ 9,929	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 74,400</b>	<b>\$ -</b>	<b>\$ 9,929</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 77,429</b>	<b>\$ 16,800</b>	<b>\$ 16,587</b>	<b>\$ 10,130</b>	<b>\$ 10,130</b>	<b>\$ 10,130</b>

# **CITY OF BARTLESVILLE**

## **2020-21 Operating Budget**

### **JAG Fund – Summary**

**Fund Mission:** To provide for the receipt of LLEBG and JAG grant funds and to account for the expenditure of such funds.

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**Fund Description:** The JAG Fund was established originally to account for the receipt and disbursement of Police grant funds associated with the Local Law Enforcement Block Grant (LLEBG). The LLEBG was discontinued and replaced by the Police JAG grant. It is anticipated that the JAG grant will also be discontinued in the near future. After the final JAG funds have been received and spent, this fund will be closed.

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**2020 Accomplishments:** • N/A

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**2021 Objectives:** • N/A

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

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

<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$0</b>	<b>\$6,000</b>	<b>\$3</b>	<b>\$2,778</b>	<b>\$2,778</b>

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**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 JAG Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Police	\$ -	\$ 6,000	\$ 3	\$ 2,778
Transfer to:           General Fund	-	-	-	-
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 6,000</b>	<b>\$ 3</b>	<b>\$ 2,778</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Intergovernmental	\$ -	\$ 6,000	\$ 2,770	\$ -
Interest and Investment Income	-	-	-	-
Fund Balance	40,254	11	11	2,778
<b>Total Available for Appropriation</b>	<b>\$ 40,254</b>	<b>\$ 6,011</b>	<b>\$ 2,781</b>	<b>\$ 2,778</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 JAG Fund – Police – Line Item Detail

<i>MATERIALS &amp; SUPPLIES</i>	<i>2018-19 ACTUAL</i>	<i>2019-20 BUDGET</i>	<i>2019-20 ESTIMATE</i>	<i>2020-21 REQUEST</i>	<i>CITY MGR REC</i>	<i>2020-21 APPROVED</i>
53310 GENERAL SUPPLIES	\$ -	\$ 6,000	\$ 3	\$ 2,778	\$ 2,778	\$ 2,778
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<u>\$ -</u>	<u>\$ 6,000</u>	<u>\$ 3</u>	<u>\$ 2,778</u>	<u>\$ 2,778</u>	<u>\$ 2,778</u>
<b>TOTAL BUDGET</b>	<u>\$ -</u>	<u>\$ 6,000</u>	<u>\$ 3</u>	<u>\$ 2,778</u>	<u>\$ 2,778</u>	<u>\$ 2,778</u>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Neighborhood Park Fund – Summary

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

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

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2020 Accomplishments: • N/A

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2021 Objectives: • N/A

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

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

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$0	\$8,353	\$0	\$14,659	\$14,659

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Neighborhood Park Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Park and Recreation	\$ -	\$ 8,353	\$ -	\$ 14,659
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 8,353</b>	<b>\$ -</b>	<b>\$ 14,659</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ 77	\$ -	\$ -	\$ -
Donations and Miscellaneous	-	-	6,170	-
Fund Balance	8,264	8,353	8,489	14,659
<b>Total Available for Appropriation</b>	<b>\$ 8,341</b>	<b>\$ 8,353</b>	<b>\$ 14,659</b>	<b>\$ 14,659</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Neighborhood Park Fund – Park & Recreation – Line Item Detail

<b>CAPITAL OUTLAY</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
55930 OTHER IMPROVEMENTS	\$ -	\$ 8,353	\$ -	\$ 14,659	\$ 14,659	\$ 14,659
<b>TOTAL CAPITAL OUTLAY</b>	<u>\$ -</u>	<u>\$ 8,353</u>	<u>\$ -</u>	<u>\$ 14,659</u>	<u>\$ 14,659</u>	<u>\$ 14,659</u>
<b>TOTAL BUDGET</b>	<u>\$ -</u>	<u>\$ 8,353</u>	<u>\$ -</u>	<u>\$ 14,659</u>	<u>\$ 14,659</u>	<u>\$ 14,659</u>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Cemetery Perpetual Care Fund – Summary

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

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

---

2020 Accomplishments: • No projects were scheduled for this budget year

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2021 Objectives: • No projects are scheduled for this budget year

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

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

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$0	\$8,895	\$0	\$8,538	\$8,538

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Cemetery Perpetual Care Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Cemetery	\$ -	\$ 8,895	\$ -	\$ 8,538
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 8,895</b>	<b>\$ -</b>	<b>\$ 8,538</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Charges for Services	\$ 2,456	\$ 2,700	\$ 1,352	\$ 1,200
Interest and Investment Income	38	-	-	-
Fund Balance	3,400	6,195	5,986	7,338
<b>Total Available for Appropriation</b>	<b>\$ 5,894</b>	<b>\$ 8,895</b>	<b>\$ 7,338</b>	<b>\$ 8,538</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Cemetery Perpetual Care Fund – Cemetery – Line Item Detail

<b>MATERIALS &amp; SUPPLIES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
53310 GENERAL SUPPLIES	\$ -	\$ 8,895	\$ -	\$ 8,538	\$ 8,538	\$ 8,538
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ -</b>	<b>\$ 8,895</b>	<b>\$ -</b>	<b>\$ 8,538</b>	<b>\$ 8,538</b>	<b>\$ 8,538</b>
<b>CAPITAL OUTLAY</b>						
55930 OTHER IMPROVEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ -</b>	<b>\$ 8,895</b>	<b>\$ -</b>	<b>\$ 8,538</b>	<b>\$ 8,538</b>	<b>\$ 8,538</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Memorial Stadium Operating Fund – Summary

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

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

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2020 Accomplishments: • Continued to support the School District in its use, maintenance, and management of the Stadium

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2021 Objectives: • Continue to support the School District in its use, maintenance, and management of the Stadium

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

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

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
2,134	\$0	\$0	\$0	\$0

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Memorial Stadium Operating Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Doenges Memorial Stadium	\$ 2,134	\$ -	\$ -	\$ -
Transfer to:      General Fund	<u>2,134</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Expenditures</b>	<b><u>\$ 4,268</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Fund Balance	<u>2,113</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 2,113</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

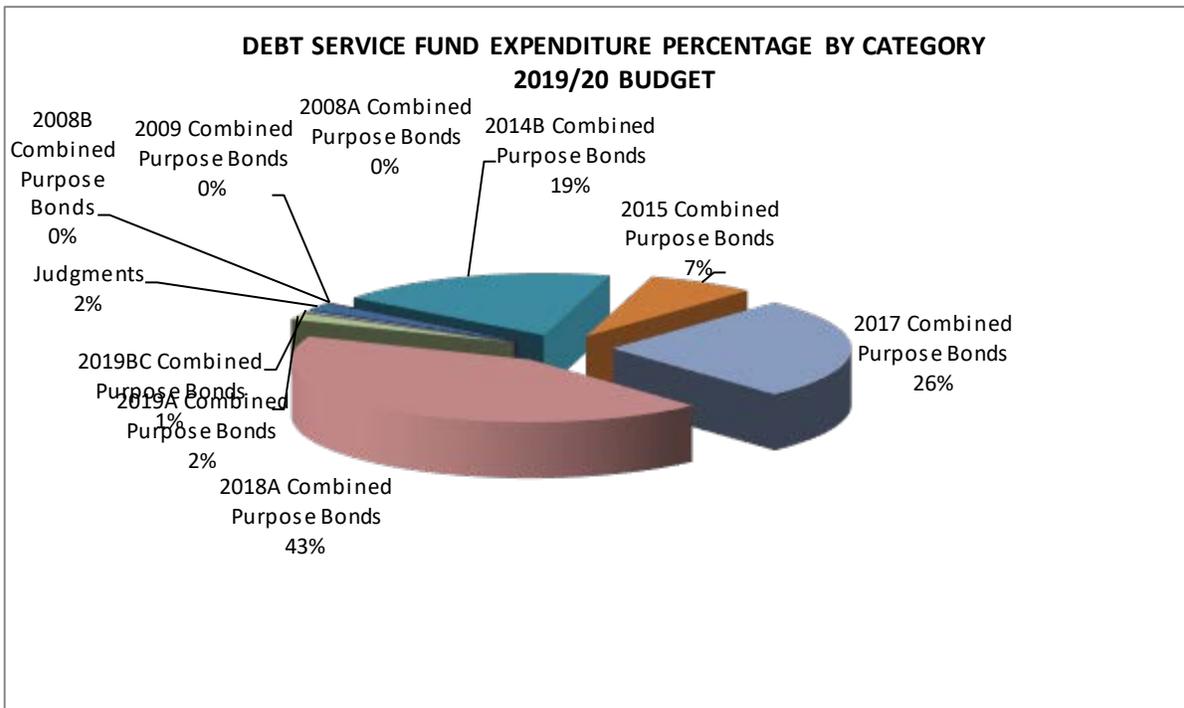
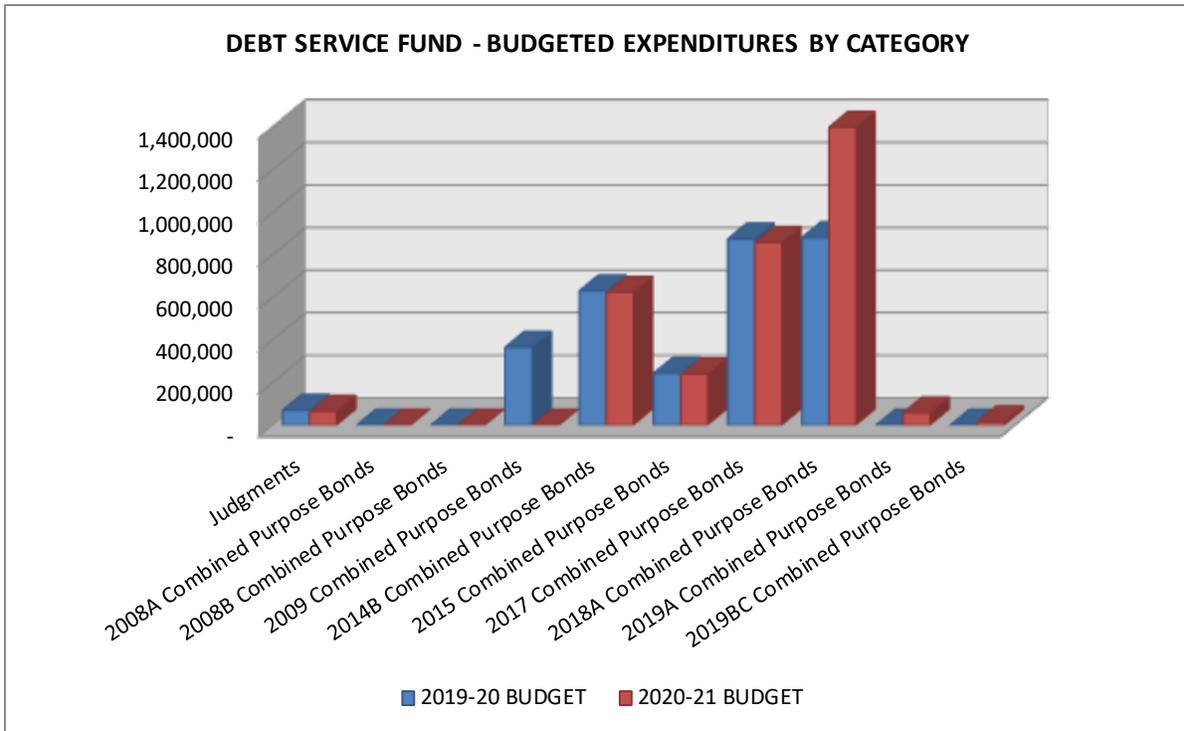
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# DEBT SERVICE FUND

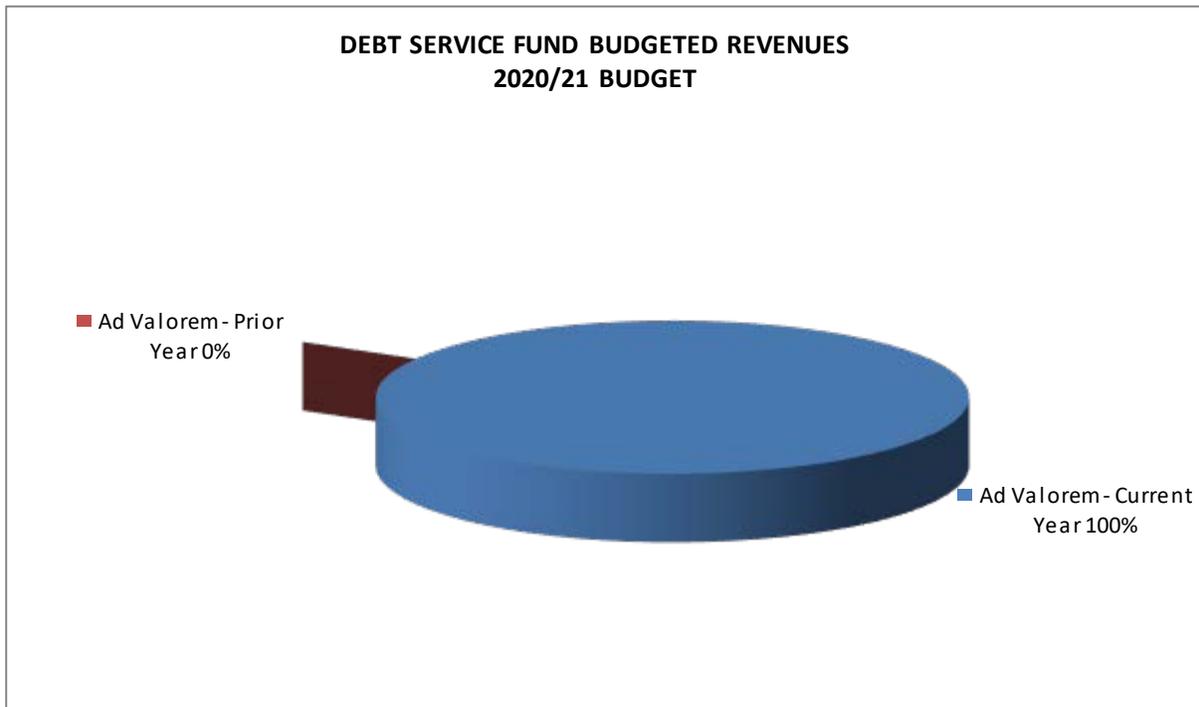
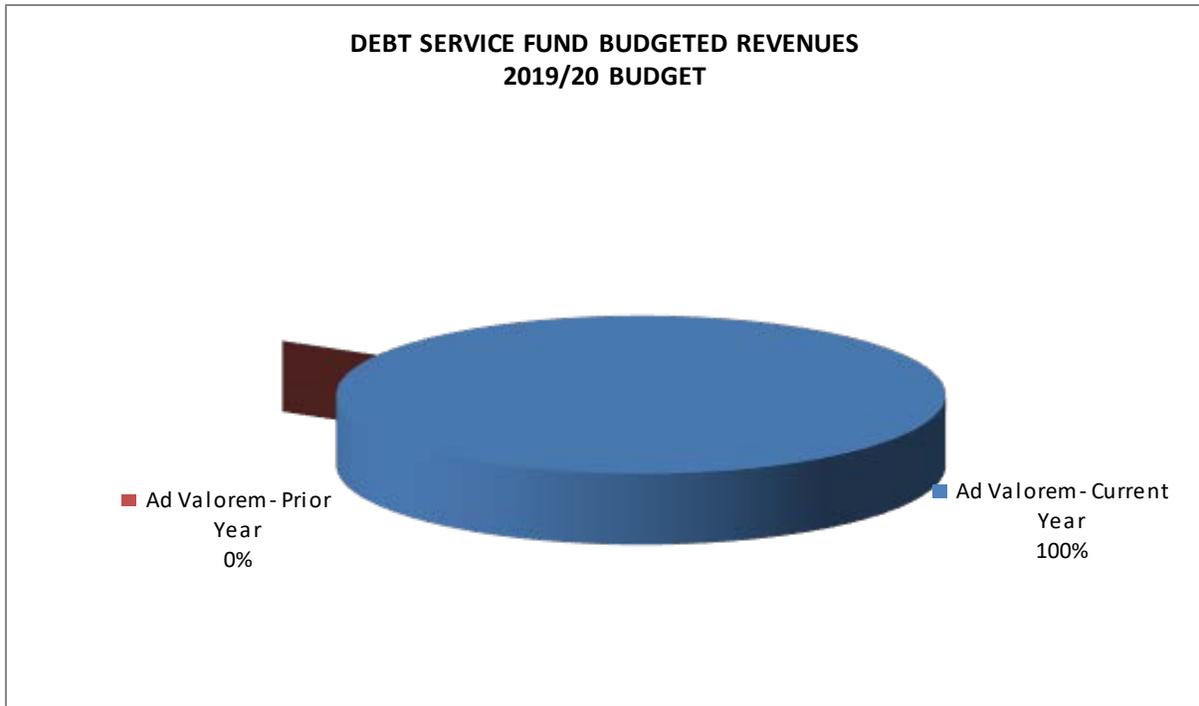


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**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Debt Service Fund – Expenditure Graphs



**CITY OF BARTLESVILLE**  
2020-21 Operating Budget  
Debt Service Fund – Revenue Graphs



***CITY OF BARTLESVILLE***

2020-21 Operating Budget  
Debt Service Fund – Summary

Fund Mission: N/A

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Fund Description: The Debt Service Fund was established in accordance with State law to satisfy the requirement that all ad valorem property taxes levied for the purposes of meeting debt service requirements on general obligation debt and paying court ordered judgments be deposited into a sinking fund.

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2020 Accomplishments: N/A

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2021 Objectives: N/A

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Budget Highlights: This fund pays for the debt service principal and interest requirements on all outstanding general obligation debt, court ordered judgments, and administrative fees. The only sources of revenue in this fund are ad valorem taxes and a transfer from the Bond Financing Fund to help hold property tax levels below 15 mills.

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**Debt Service Fund – Summary by Function or Source**

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Judgments	\$ 70,000	\$ 70,000	\$ 70,000	\$ 65,000
2008B Combined Purpose Bonds	244,750	-	-	-
2009 Combined Purpose Bonds	347,231	366,100	366,100	-
2010 Combined Purpose Bonds	748,205	-	-	-
2012 Combined Purpose Bonds	353,312	349,435	349,435	344,865
2014 Combined Purpose Bonds	184,020	181,545	181,545	179,070
2014B Combined Purpose Bonds	637,638	631,312	631,312	624,125
2015 Combined Purpose Bonds	245,740	243,265	243,265	240,515
2017 Combined Purpose Bonds	891,150	874,800	874,800	858,300
2018A Combined Purpose Bonds	276,138	881,300	881,300	1,399,650
2018B Combined Purpose Bonds	15,900	541,050	541,050	-
2018C Combined Purpose Bonds	-	121,550	121,550	351,925
2019A Combined Purpose Bonds	-	-	-	57,525
2019BC Combined Purpose Bonds	-	-	-	15,750
<b>Total Expenditures</b>	<b><u>\$ 4,014,084</u></b>	<b><u>\$ 4,260,357</u></b>	<b><u>\$ 4,260,357</u></b>	<b><u>\$ 4,136,725</u></b>

*Revenues*

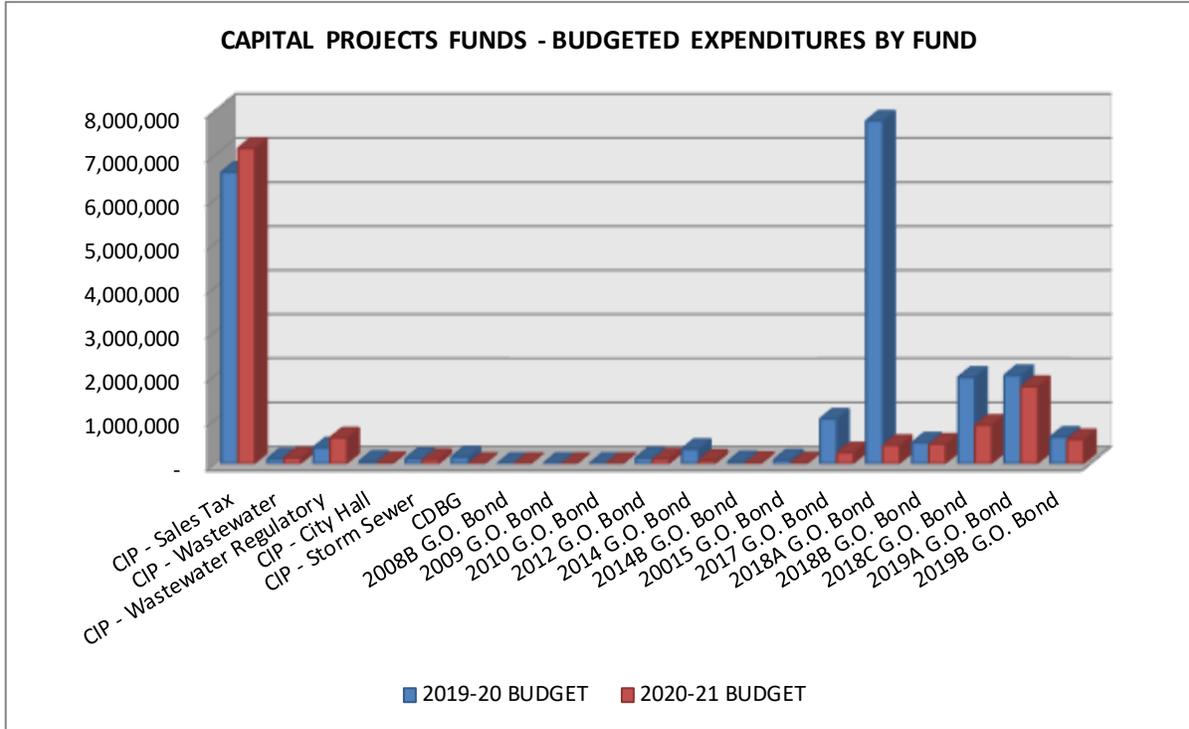
<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Ad Valorem - Current Year	\$ 3,777,954	\$ 3,889,308	\$ 4,154,601	\$ 4,137,025
Ad Valorem - Prior Year	-	-	-	-
Fund Balance	3,740,556	3,522,809	3,574,651	3,468,895
<b>Total Available for Appropriation</b>	<b><u>\$ 7,518,510</u></b>	<b><u>\$ 7,412,117</u></b>	<b><u>\$ 7,729,252</u></b>	<b><u>\$ 7,605,920</u></b>

# CAPITAL PROJECTS FUNDS



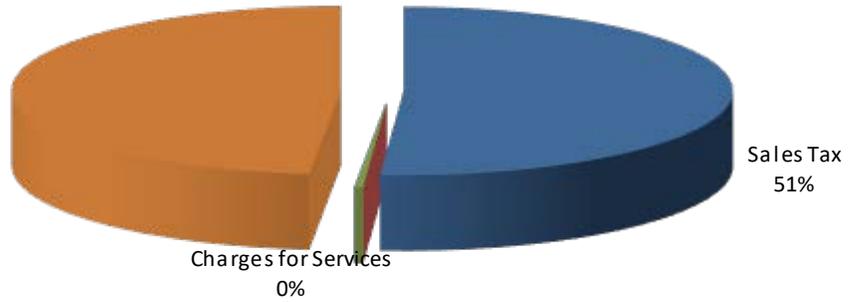
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**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Capital Projects Funds – Expenditure Graph

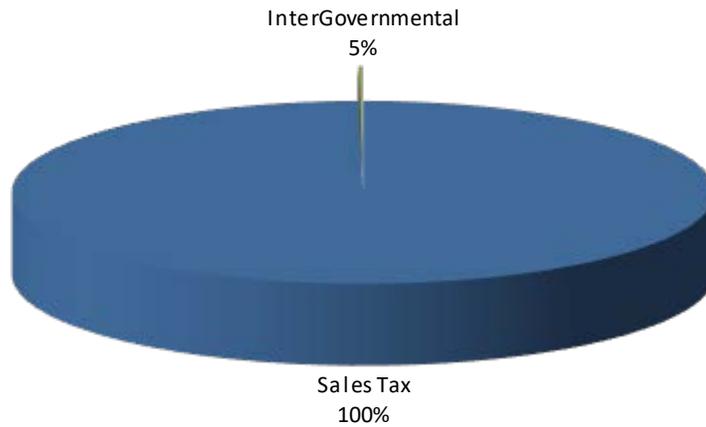


**CITY OF BARTLESVILLE**  
2020-21 Operating Budget  
Capital Projects Funds – Revenue Graphs

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



**CAPITAL PROJECTS FUNDS BUDGETED REVENUES  
2020/21 BUDGET**



**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**Capital Projects Funds – Summary by Fund or Source**

*Expenditures and Reserves*

<b>EXPENDITURES BY FUND</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
CIP - Sales Tax	\$ 1,594,224	\$ 6,610,271	\$ 2,817,518	\$ 7,152,601
CIP - Wastewater	116,054	106,310	-	125,008
CIP - Wastewater Regulatory	996,094	360,000	500	583,531
CIP - City Hall	24,824	50,952	20,480	18,898
CIP - Storm Sewer	25,812	112,656	28,299	93,012
CDBG	84,125	147,000	147,000	-
2008B G.O. Bond	-	89	-	88
2009 G.O. Bond	2,636	4,172	4,172	2,636
2010 G.O. Bond	-	-	-	410
2012 G.O. Bond	-	126,062	19,065	106,472
2014 G.O. Bond	222,497	326,207	325,000	73,351
2014B G.O. Bond	79,611	40,970	15,000	26,634
20015 G.O. Bond	1,811,017	82,575	99,645	13,011
2017 G.O. Bond	1,565,450	1,013,011	701,148	246,407
2018A G.O. Bond	1,087,847	7,777,600	8,073,957	414,012
2018B G.O. Bond	7,650	471,439	29,000	442,439
2018C G.O. Bond	83,088	1,958,500	1,543,518	873,394
2019A G.O. Bond	-	2,000,000	250,203	1,749,797
2019B G.O. Bond	-	600,000	53,430	546,570
<b>Total Expenditures and Reserves</b>	<b><u>\$ 7,700,929</u></b>	<b><u>\$ 21,787,814</u></b>	<b><u>\$ 14,127,935</u></b>	<b><u>\$ 12,468,271</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Sales Tax	\$ 2,679,550	\$ 2,743,573	\$ 2,808,251	\$ 2,688,581
Intergovernmental	80,578	-	289,360	-
Charges for Services	43,552	21,049	46,732	5,000
Interest and Investment Income	71,921	-	-	-
Donations and Miscellaneous	368,398	-	595	-
Proceeds from Issuance of Debt	2,500,000	2,600,000	2,600,000	-
Fund Balance	18,621,096	16,431,519	18,175,930	9,774,690
<b>Total Available for Appropriation</b>	<b><u>\$ 24,365,095</u></b>	<b><u>\$ 21,796,141</u></b>	<b><u>\$ 23,920,868</u></b>	<b><u>\$ 12,468,271</u></b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Capital Projects Funds – Capital Outlay Summary

*Capital*

<b>EXPENDITURES BY FUND &amp; DEPARTMENT</b>	<b>2019-20 BUDGETED CAPITAL EXPENDITURES</b>
CIP - Sales Tax Fund:	
General Services	\$ 945,000
Engineering	57,378
Fire	115,000
Police	285,000
Street	2,862,000
Park and Recreation	2,747,255
<i>Total CIP - Sales Tax</i>	<b>7,011,633</b>
CIP - Wastewater Fund:	
Wastewater Maintenance	<b>83,800</b>
CIP - City Hall:	
General Services	<b>18,898</b>
CIP - Storm Sewer Fund:	
Storm Sewer	<b>93,012</b>
2008B GO Bond Fund:	
Parks & Recreation	<b>88</b>
2009 GO Bond Fund:	
Street	<b>2,636</b>
2010 GO Bond Fund:	
Street	<b>410</b>
2012 GO Bond Fund:	
Sooner Pool	<b>106,472</b>
2014 GO Bond Fund:	
Street	<b>73,351</b>
2014B GO Bond Fund:	
Police	<b>26,634</b>
2015 GO Bond Fund:	
Street	<b>13,011</b>
2017 GO Bond Fund:	
Street	140,000
Park and Recreation	106,407
<i>Total 2017 GO Bond</i>	<b>246,407</b>
2018A GO Bond Fund:	
Library	180,000
Park and Recreation	190,000
<i>Total 2018A GO Bond</i>	<b>370,000</b>
2018B GO Bond Fund:	
Storm Sewer	<b>442,439</b>
2018C GO Bond Fund:	
Library	30,500
Street	680,000
Park and Recreation	160,000
<i>Total 2018C GO Bond</i>	<b>870,500</b>
2019A GO Bond Fund:	
Street	853,831
Park and Recreation	894,959
<i>Total 2019A GO Bond</i>	<b>1,748,790</b>
2019B GO Bond Fund:	
Storm Sewer	<b>546,570</b>
<b>Total Expenditures</b>	<b>\$ 11,654,651</b>

# ***CITY OF BARTLESVILLE***

## 2020-21 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.

- 2020 Accomplishments:
- Completed construction of the East Downtown Drainage Improvement project
  - Completed construction of Stonewall, Shawnee and 16<sup>th</sup> Street Concrete Rehabilitation project
  - Completed Construction of the Barlow Drive Concrete Rehabilitation project
  - Completed design and started construction on the Eastland Pathfinder Extension project

- 2021 Objectives:
- Bid and begin construction on the Hillcrest Drive Reconstruction Project
  - Complete the Eastland Pathfinder Extension project
  - Complete the Silver Lake Road and Frank Phillips Blvd Pathfinder Rehabilitation project

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

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

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$1,594,224	\$6,610,271	\$2,817,518	\$7,152,601	\$7,152,601

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 CIP Sales Tax Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
General Services	\$ 111,329	\$ 25,000	\$ 2,181	\$ 945,000
Engineering	-	7,378	7,378	57,378
Fire	28,390	-	10,304	115,000
Police	285,247	310,000	210,308	285,000
Storm Sewer	347,654	1,800,000	1,525,000	-
Street	526,660	3,585,000	656,963	2,862,000
Park and Recreation	257,794	532,000	378,514	2,747,255
Municipal Golf Course	37,150	-	26,870	-
Unallocated	-	350,893	-	140,968
	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenditures	<u><b>\$ 1,594,224</b></u>	<u><b>\$ 6,610,271</b></u>	<u><b>\$ 2,817,518</b></u>	<u><b>\$ 7,152,601</b></u>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Sales Tax	\$ 2,679,550	\$ 2,743,573	\$ 2,808,251	\$ 2,688,581
Intergovernmental	-	-	138,813	-
Interest and Investment Income	28,873	-	-	-
Donations and Miscellaneous	368,398	-	595	-
	<hr/>	<hr/>	<hr/>	<hr/>
Fund Balance	2,709,831	3,866,698	4,333,879 <sup>▼</sup>	4,464,020
	<hr/>	<hr/>	<hr/>	<hr/>
Total Available for Appropriation	<u><b>\$ 5,786,652</b></u>	<u><b>\$ 6,610,271</b></u>	<u><b>\$ 7,281,538</b></u>	<u><b>\$ 7,152,601</b></u>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 CIP Sales Tax Fund Capital Outlay Detail

**Capital Outlay Schedule**

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
160	N/A	3/4 Ton Pickup 4x4 Super Crew	\$ -	\$ -	\$ -	\$ -
		<b>Total Building Maintenance</b>	-	-	-	-
170	17001	City Hall Elevator	85,156	-	-	-
170	17002	Misc. Facility & Building Upgrades	26,173	25,000	2,181	25,000
170		Community Center Concrete Drive Repair	-	-	-	150,000
170		Community Center Carpet & Stair Nosing	-	-	-	220,000
170		Community Center Auditorium Renov.	-	-	-	550,000
		<b>Total General Services</b>	<b>111,329</b>	<b>25,000</b>	<b>2,181</b>	<b>945,000</b>
190	17005	Update City Wide Aerials	-	7,378	7,378	57,378
		<b>Total Engineering</b>	-	<b>7,378</b>	<b>7,378</b>	<b>57,378</b>
250	18001	Additional Funds for Fire Truck	28,390	-	-	-
250	N/A	SUV	-	-	10,304	-
250	New	Thermal Imaging Camera	-	-	-	10,000
250	New	Genesis Rescue Tool	-	-	-	30,000
250	New	Brush Truck Station 1	-	-	-	75,000
		<b>Total Fire</b>	<b>28,390</b>	-	<b>10,304</b>	<b>115,000</b>
270	13045	Public Safety Complex	1,400	-	-	-
270	16006	7 Patrol Cars	-	-	-	-
270	18002	Police Department Vehicles	207,319	210,000	210,308	210,000

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 CIP Sales Tax Fund Capital Outlay Detail

**Capital Outlay Schedule**  
 (continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 BUDGET
270	17011	Fabricate new police memorial & flag poles	59,167	-	-	-
270	17012	Demolition old Police Station and construct	1,626	100,000	-	75,000
270	19031	Body Worn Cameras	15,735	-	-	-
		<b>Total Police</b>	<b>285,247</b>	<b>310,000</b>	<b>210,308</b>	<b>285,000</b>
327	18003	East Downtown Storm Drain Impv	347,654	1,800,000	1,525,000	-
		<b>Total Storm Sewer</b>	<b>347,654</b>	<b>1,800,000</b>	<b>1,525,000</b>	-
328	10019	Light/Landscaping Dewey between 2nd & 4th	274,907	-	2,039	-
328	17016	Bridge Repairs	-	50,000	38,000	12,000
328	17056	Nebraska Rehab- Hwy 75 & Meadowlark	-	-	-	-
328	17059	Castle Rehab between Adams & Baylor	2,236	-	-	-
328	18054	CMT Wyandotte Ext	-	-	-	-
328	N/A	Soil Conditioner	7,000	-	-	-
328	16025	Safe Routes to School	156,527	-	-	-
328	New	Preventative Maintenance Street Projects	-	500,000	-	-
328	N/A	Barlow Concrete Rehab (FY 18-19 PM)	-	-	429,372	-
328	N/A	SRTS Additional Work	-	-	31,052	-
328	New	Hillcrest Drive (Engineering Design)	-	135,000	156,500	-
328	New	Hillcrest Drive Const	-	2,200,000	-	2,200,000
328	New	Hydraulic Hammer	-	-	-	30,000
328	New	Dump Trucks w/ Snow Equipment (2)	-	-	-	270,000
328	New	Jennings Asphalt Rehab (FY 19-20 PM)	-	-	-	250,000
328	New	Williamsburg Rehab (FY 19-20 PM)	-	-	-	100,000
328	N/A	Preventative Maintenance Street Projects	85,990	700,000	-	-
		<b>Total Street</b>	<b>526,660</b>	<b>3,585,000</b>	<b>656,963</b>	<b>2,862,000</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 CIP Sales Tax Fund Capital Outlay Detail

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

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
431	04006	MJ Lee Lake Improvements	-	-	962	-
431	13011	Pathfinder Parkway Trail Connection	-	90,000	162,745	-
431	13087	Playground Equipment at Price Fields	-	-	-	-
431	15010	Price Fields Phase 2 quad & parking E&D	-	-	-	-
431	16001	Johnstone Park Skate Park Expansion	-	25,000	25,000	-
431		Kiddie Park Entrance	162,531	-	-	-
431	17018	Pathfinder Improvements	-	270,000	-	197,255
431	17067	Relocation of Concession Stand	-	-	-	-
431	18052	CDBG project	95,263	-	-	-
431	N/a	CDBG project 2018	-	68,000	67,459	-
431	N/A	CDBG project 2019	-	79,000	192	-
431		Tower Green	-	-	122,156	-
431		Sooner Pool Recreational Expansion	-	-	-	2,550,000
		<b>Total Park and Rec</b>	<b>257,794</b>	<b>532,000</b>	<b>378,514</b>	<b>2,747,255</b>
445		Golf Course - Bunker Repair	37,150	-	-	-
445		Golf Course - Maintenance Building	-	-	26,870	-
		<b>Total Adams Golf Course</b>	<b>37,150</b>	<b>-</b>	<b>26,870</b>	<b>-</b>
<b>TOTAL</b>			<b><u>\$ 1,594,224</u></b>	<b><u>\$ 6,259,378</u></b>	<b><u>\$ 2,817,518</u></b>	<b><u>\$ 7,011,633</u></b>

**CITY OF BARTLESVILLE**  
 2020-21 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.

2020 Accomplishments: • Completed phase I of the SCADA system replacement for the wastewater collection system

2021 Objectives: • Replace the channel monster at the WWTP  
 • Replace pumps for the DAF unit and Sludge Transfer Pump

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**

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$116,054	\$106,310	\$0	\$125,008	\$125,008

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 CIP Wastewater Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Wastewater Maintenance	\$ 116,054	\$ 50,000	\$ -	\$ 83,800
Unallocated	-	56,310	-	41,208
<b>Total Expenditures</b>	<b>\$ 116,054</b>	<b>\$ 106,310</b>	<b>\$ -</b>	<b>\$ 125,008</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Charges for Services	\$ 13,000	\$ -	\$ 14,696	\$ -
Interest and Investment Income	4,348	-	-	-
Fund Balance	136,477	107,661	125,008	125,008
<b>Total Available for Appropriation</b>	<b>\$ 153,825</b>	<b>\$ 107,661</b>	<b>\$ 139,704</b>	<b>\$ 125,008</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 CIP Wastewater Fund Capital Outlay Detail

**FUND 453 CIP - WASTEWATER  
 ALL DEPARTMENTS**

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
710	New	Replace Telemetry (SCADA)	\$ -	\$ 50,000	\$ -	\$ -
710	18006	Repair #2 Raw Pump	55,636	-	-	-
710	18007	Channel Monster Grinder Rehab	60,418	-	-	-
710	New	Replace Channel Monster at WWTP	-	-	-	40,000
710	New	Replace Tuxedo Pump Impeller	-	-	-	17,000
710	New	Replace Pump for DAF at WWTP	-	-	-	8,800
710	New	Replace Sludge Transfer pump at WWTP	-	-	-	9,500
710	New	Replace Grit Collector Chain and Buckets	-	-	-	8,500
<b>TOTAL</b>			<b>\$ 116,054</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 83,800</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 CIP Wastewater Regulatory Fund – Summary

Fund Mission: N/A

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

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2020 Accomplishments: 

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

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2021 Objectives: 

- No projects are planned for the next FY

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

**FUND 454 CIP - WASTEWATER REGULATORY**

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$996,094	\$360,000	\$500	\$583,531	\$583,531

**CITY OF BARTLESVILLE**

2020-21 Operating Budget

CIP Wastewater Regulatory Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Chickasaw Wastewater Treatment Plant	\$ 77,920	\$ -	\$ -	\$ -
Wastewater Maintenance	662,932	360,000	500	-
Transfer out to BMA - Water	255,242	-	-	-
Unallocated	-	-	-	583,531
<b>Total Expenditures</b>	<b><u>\$ 996,094</u></b>	<b><u>\$ 360,000</u></b>	<b><u>\$ 500</u></b>	<b><u>\$ 583,531</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ 34,058	\$ -	\$ -	\$ -
Fund Balance	1,573,677	471,908	584,031	583,531
<b>Total Available for Appropriation</b>	<b><u>\$ 1,607,735</u></b>	<b><u>\$ 471,908</u></b>	<b><u>\$ 584,031</u></b>	<b><u>\$ 583,531</u></b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 CIP Wastewater Regulatory Fund Capital Outlay Detail

FUND 454 CIP - WASTEWATER REGULATORY  
 ALL DEPARTMENTS

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
710	18039	Engineer & Design for WWTP & Water Reuse	\$ 77,920	\$ -	\$ -	\$ -
		<b>Total CWWTP</b>	<b>77,920</b>	<b>-</b>	<b>-</b>	<b>-</b>
715	New	Turkey Creek 36" sewer rehab - design	-	90,000	-	-
715	18008	Brookline/Harvard Sewer Line replacement	662,932	270,000	500	-
		<b>Total Wastewater Maintenance</b>	<b>662,932</b>	<b>360,000</b>	<b>500</b>	<b>-</b>
<b>TOTAL</b>			<b><u>\$ 740,852</u></b>	<b><u>\$ 360,000</u></b>	<b><u>\$ 500</u></b>	<b><u>\$ -</u></b>

# ***CITY OF BARTLESVILLE***

## **2020-21 Operating Budget CIP City Hall Fund– Summary**

Fund Mission: N/A

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

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2020 Accomplishments: 

- Completed the City Hall Elevator Renovation project

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2021 Objectives: 

- Continue to identify and complete projects to improve City Hall

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

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

<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$24,824</b>	<b>\$50,952</b>	<b>\$20,480</b>	<b>\$18,898</b>	<b>\$18,898</b>

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**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 CIP City Hall Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
General Services	\$ 24,824	\$ 25,000	\$ 20,480	\$ 18,898
Unallocated	-	25,952	-	-
<b>Total Expenditures</b>	<b>\$ 24,824</b>	<b>\$ 50,952</b>	<b>\$ 20,480</b>	<b>\$ 18,898</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ 1,396	\$ -	\$ -	\$ -
Charges for Service	25,464	21,049	28,155	5,000
Fund Balance	24,413	32,076	6,223	13,898
<b>Total Available for Appropriation</b>	<b>\$ 51,273</b>	<b>\$ 53,125</b>	<b>\$ 34,378</b>	<b>\$ 18,898</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 CIP City Hall Fund Capital Outlay Detail

**FUND 455 CIP CITY HALL  
 ALL DEPARTMENTS**

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
170	N/A	HVAC Improvements	\$ -	\$ -	\$ -	\$ -
	17022	City Hall Elevator Improvements	16,856	-	1,763	-
	18009	City Hall Break Room	-	-	-	-
	18010	Misc City Hall Improvements and Repairs	7,968	25,000	18,717	18,898
<b>TOTAL</b>			<b>\$ 24,824</b>	<b>\$ 25,000</b>	<b>\$ 20,480</b>	<b>\$ 18,898</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 CIP Storm Sewer Fund– Summary

Fund Mission: N/A

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

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- 2020 Accomplishments:
- Street Department replaced culvert on Bison Road south of Nowata Road to facilitate asphalt overlay
  - Replaced fence along Manor Drive open channel storm sewer
- 

- 2021 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**

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$25,812	\$112,656	\$28,299	\$93,012	\$93,012

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 CIP Storm Sewer Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Storm Sewer	\$ 25,812	\$ 112,656	\$ 28,299	\$ 93,012
<b>Total Expenditures</b>	<b>\$ 25,812</b>	<b>\$ 112,656</b>	<b>\$ 28,299</b>	<b>\$ 93,012</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Charges for Services	\$ 5,088	\$ -	\$ 3,881	\$ -
Interest and Investment Income	3,246	-	-	-
Fund Balance	134,908	112,656	117,430	93,012
<b>Total Available for Appropriation</b>	<b>\$ 143,242</b>	<b>\$ 112,656</b>	<b>\$ 121,311</b>	<b>\$ 93,012</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 CIP Storm Sewer Fund Capital Outlay Detail

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

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
327	N/A	Misc Storm Sewer Improvements	\$ 25,812	\$ 112,656	\$ 28,299	\$ 93,012
<b>TOTAL</b>			<b>\$ 25,812</b>	<b>\$ 112,656</b>	<b>\$ 28,299</b>	<b>\$ 93,012</b>

**CITY OF BARTLESVILLE**  
 2020-21 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.

2020 Accomplishments: 

- Received grant approval and began construction of 2019 CDBG- playground in Veteran’s Park

2021 Objectives: 

- Complete closeout of the FY 18 CDBG Program
- Complete closeout of the FY 19 CDBG Program
- Apply for and receive a grant award of the FY 2021 CDBG Program

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

**FUND 467 CDBG**

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$84,125	\$147,000	\$147,000	\$0	\$0

**CITY OF BARTLESVILLE**

2020-21 Operating Budget

Community Development Block Grant Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Street	\$ 84,125	\$ 147,000	\$ 147,000	\$ -
Park	-	-	\$ -	\$ -
Transfer CIP Sales Tax	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 84,125</b>	<b>\$ 147,000</b>	<b>\$ 147,000</b>	<b>\$ -</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Intergovernmental	\$ 80,578	\$ -	\$ 150,547	\$ -
Fund Balance	144,060	144,060	(3,547)	-
<b>Total Available for Appropriation</b>	<b>\$ 224,638</b>	<b>\$ 144,060</b>	<b>\$ 147,000</b>	<b>\$ -</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Community Development Block Grant Fund Capital Outlay Detail

**FUND 467 CIP - CDBG  
 ALL DEPARTMENTS**

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
328	N/A	CDBG	\$ -	\$ -	\$ -	\$ -
328	N/A	CDBG 2017	84,125	-	-	-
328	13016	CDBG 2018	-	68,000	68,000	-
328	16026	CDBG 2019	-	79,000	79,000	-
<b>TOTAL</b>			<b>\$ 84,125</b>	<b>\$ 147,000</b>	<b>\$ 147,000</b>	<b>\$ -</b>

**CITY OF BARTLESVILLE**  
 2020-21 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.

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

2021 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**

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$0	\$89	\$0	\$88	\$88

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2008B G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Parks & Recreation	\$ -	\$ 89	\$ -	\$ 88
Unallocated	-	-	-	-
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 89</b>	<b>\$ -</b>	<b>\$ 88</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Fund Balance	88	89	88	88
<b>Total Available for Appropriation</b>	<b>\$ 88</b>	<b>\$ 89</b>	<b>\$ 88</b>	<b>\$ 88</b>

**CITY OF BARTLESVILLE**  
 2020-21 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>2018-19 ACTUAL</i>	<i>2019-20 BUDGET</i>	<i>2019-20 ESTIMATE</i>	<i>2020-21 BUDGET</i>
431	N/A	Misc Park Improvements	\$ -	\$ 89	\$ -	\$ 88
<b>TOTAL</b>			<b>\$ -</b>	<b>\$ 89</b>	<b>\$ -</b>	<b>\$ 88</b>

**CITY OF BARTLESVILLE**  
 2020-21 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.

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

2021 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**

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$2,636	\$4,172	\$4,172	\$2,636	\$2,636

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2009 G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Street	\$ 2,636	\$ 4,172	\$ 4,172	\$ 2,636
Unallocated	-	-	-	-
<b>Total Expenditures</b>	<b><u>\$ 2,636</u></b>	<b><u>\$ 4,172</u></b>	<b><u>\$ 4,172</u></b>	<b><u>\$ 2,636</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Fund Balance	6,808	4,172	6,808	2,636
<b>Total Available for Appropriation</b>	<b><u>\$ 6,808</u></b>	<b><u>\$ 4,172</u></b>	<b><u>\$ 6,808</u></b>	<b><u>\$ 2,636</u></b>

**CITY OF BARTLESVILLE**  
 2020-21 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.

2020 Accomplishments: 

- All monies have been expended from this fund

2021 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**

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$0	\$0	\$0	\$410	\$410

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2010 G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Street	\$ -	\$ -	\$ -	\$ 410
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 410</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Fund Balance	410	-	410	410
<b>Total Available for Appropriation</b>	<b>\$ 410</b>	<b>\$ -</b>	<b>\$ 410</b>	<b>\$ 410</b>

**CITY OF BARTLESVILLE**  
 2020-21 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.

2020 Accomplishments: 

- No projects were completed in FY 19-20

2021 Objectives: 

- Remaining funds are for resurfacing Sooner Pool. That project is on hold until funds become available through the next GO Bond or CIP election

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**

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$0	\$126,062	\$19,065	\$106,472	\$106,472

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2012 G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Sooner Pool	\$ -	\$ 126,062	\$ 19,065	\$ 106,472
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 126,062</b>	<b>\$ 19,065</b>	<b>\$ 106,472</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Fund Balance	128,562	126,062	125,537	106,472
<b>Total Available for Appropriation</b>	<b>\$ 128,562</b>	<b>\$ 126,062</b>	<b>\$ 125,537</b>	<b>\$ 106,472</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2012 G.O. Bond Fund Capital Outlay Detail

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

*Capital Outlay Schedule*

<i>DEPARTMENT</i>	<i>PROJECT NUMBER</i>	<i>DESCRIPTION</i>	<i>2018-19 ACTUAL</i>	<i>2019-20 BUDGET</i>	<i>2019-20 ESTIMATE</i>	<i>2020-21 BUDGET</i>
433	13055	Sooner Pool Maint & Repairs	-	126,062	19,065	106,472
<b>TOTAL</b>			<b>\$ -</b>	<b>\$ 126,062</b>	<b>\$ 19,065</b>	<b>\$ 106,472</b>

**CITY OF BARTLESVILLE**  
 2020-21 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.

2020 Accomplishments:
 

- Completed Palmetto Concrete Rehabilitation
- Completed design and construction of Woodland Road Concrete Rehabilitation

2021 Objectives:
 

- The majority of monies have been expended from this fund – any remaining funds will be used to supplement street projects planned for other funds

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**

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$222,497	\$326,207	\$325,000	\$73,351	\$73,351

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2014 G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Street	\$ 222,497	\$ 326,207	\$ 325,000	\$ 73,351
Park and Rec	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 222,497</b>	<b>\$ 326,207</b>	<b>\$ 325,000</b>	<b>\$ 73,351</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Fund Balance	610,207	326,207	398,351	73,351
<b>Total Available for Appropriation</b>	<b>\$ 610,207</b>	<b>\$ 326,207</b>	<b>\$ 398,351</b>	<b>\$ 73,351</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2014 G.O. Bond Fund Capital Outlay Detail

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

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
328	19006	Preventative Maint. Street Projects	<u>\$ 222,497</u>	<u>\$ 326,207</u>	<u>\$ 325,000</u>	<u>\$ 73,351</u>
<b>TOTAL</b>			<u><u>\$ 222,497</u></u>	<u><u>\$ 326,207</u></u>	<u><u>\$ 325,000</u></u>	<u><u>\$ 73,351</u></u>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2014B G.O. Bond Fund– Summary

Fund Mission: N/A

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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

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2020 Accomplishments:
 

- City staff completed upgrades to park restrooms
- Completed design of the Old Police Station parking lot for City staff to construct

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2021 Objectives:
 

- Complete construction of the Old Police Station parking lot project

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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**

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$79,611	\$40,970	\$15,000	\$26,634	\$26,634

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2014B G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Police	\$ 61,275	\$ 29,970	\$ -	\$ 26,634
Park and Rec	18,336	11,000	15,000	-
Unallocated	-	-	-	-
<b>Total Expenditures</b>	<b><u>\$ 79,611</u></b>	<b><u>\$ 40,970</u></b>	<b><u>\$ 15,000</u></b>	<b><u>\$ 26,634</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Fund Balance	46,747	40,970	41,634	26,634
<b>Total Available for Appropriation</b>	<b><u>\$ 46,747</u></b>	<b><u>\$ 40,970</u></b>	<b><u>\$ 41,634</u></b>	<b><u>\$ 26,634</u></b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2014B G.O. Bond Fund Capital Outlay Detail

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
270	17012	Demo of Old Police Station	\$ 61,275	\$ 29,970	\$ -	\$ 26,634
		<b>Total Police</b>	<b>61,275</b>	<b>29,970</b>	-	<b>26,634</b>
431		Park restroom upgrades	18,336	11,000	15,000	-
		<b>Total Park</b>	<b>18,336</b>	<b>11,000</b>	<b>15,000</b>	-
<b>TOTAL</b>			<b>\$ 79,611</b>	<b>\$ 40,970</b>	<b>\$ 15,000</b>	<b>\$ 26,634</b>

**CITY OF BARTLESVILLE**  
 2020-21 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.

2020 Accomplishments:
 

- Unallocated funds were used to supplement the Price Road Rehabilitation project
- Used portion of monies to fund materials for overlay of Bison Road south of Nowata Road by City staff

2021 Objectives:
 

- The majority of the monies have been expended from this fund – any remaining funds will be used to supplement street projects planned for other funding sources

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**

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$1,811,017	\$82,575	\$99,645	\$13,011	\$13,011

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2015 G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Street	\$ 1,811,017	\$ 82,575	\$ 99,645	\$ 13,011
Unallocated	-	-	-	-
<b>Total Expenditures</b>	<b><u>\$ 1,811,017</u></b>	<b><u>\$ 82,575</u></b>	<b><u>\$ 99,645</u></b>	<b><u>\$ 13,011</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Fund Balance	1,063,912	82,575	112,656	13,011
<b>Total Available for Appropriation</b>	<b><u>\$ 1,063,912</u></b>	<b><u>\$ 82,575</u></b>	<b><u>\$ 112,656</u></b>	<b><u>\$ 13,011</u></b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2015 G.O. Bond Fund Capital Outlay Detail

**Capital Outlay Schedule**

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
328	19003	Preventative Maint. Street Projects	\$ 1,811,017	\$ 82,575	\$ -	\$ 13,011
328	17023	Price road Rehab	-	-	22,362	-
328		Bison Road Overlay (Street Dept)	-	-	30,283	-
328		Woodland Road Concrete Rehab	-	-	47,000	-
<b>TOTAL</b>			<b>\$ 1,811,017</b>	<b>\$ 82,575</b>	<b>\$ 99,645</b>	<b>\$ 13,011</b>

**CITY OF BARTLESVILLE**  
 2020-21 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.

- 2020 Accomplishments:
- Completed construction of the Sooner Park Pavilion
  - Completed the Ohio, Harvard, and Hazel Asphalt Rehabilitation project
  - Used supplementary funds to complete the Kiddie Park Entry project
  - Completed design of the Nova Asphalt Rehabilitation project

- 2021 Objectives:
- Complete the Nova Asphalt Rehabilitation project
  - Use any remaining funds to supplement street projects planned for other funding sources

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**

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$1,565,450	\$1,013,011	\$701,148	\$246,407	\$246,407

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2017 G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Street	\$ 1,531,173	\$ 598,363	\$ 451,148	\$ 140,000
Park and Recreation	34,277	332,500	250,000	106,407
Unallocated	-	82,148	-	-
<b>Total Expenditures</b>	<b><u>\$ 1,565,450</u></b>	<b><u>\$ 1,013,011</u></b>	<b><u>\$ 701,148</u></b>	<b><u>\$ 246,407</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Fund Balance	2,111,649	930,863	947,555 <span style="color: red;">▼</span>	246,407
<b>Total Available for Appropriation</b>	<b><u>\$ 2,111,649</u></b>	<b><u>\$ 930,863</u></b>	<b><u>\$ 947,555</u></b>	<b><u>\$ 246,407</u></b>

**CITY OF BARTLESVILLE**  
 2020-21 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	2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 BUDGET
431	18012	Renovate and Expand Pathfinder	-	250,000	190,000	73,907
431	18013	Playground Improvements	1,452	-	-	-
431	18014	Pavillions at Sooner and Civitan Parks	32,825	50,000	60,000	-
431	18015	6' Deck Mowers	-	32,500	-	32,500
		<b>Total Park</b>	<b>34,277</b>	<b>332,500</b>	<b>250,000</b>	<b>106,407</b>
328	16025	Safe Routes to School	13,728	-	-	-
328	18016	Rehab Johnstone Ave 14th to 17th	392,928	-	-	-
328	18017	Rehab Sooner Park Rd Adams to Baylor	13,928	-	-	-
328	18018	Rehab Mountain Rd 2100 to Mountain	200,583	5,000	445	-
328	18019	Rehab Willow Crk, Arbor, Sooner Park, Fleet	767,831	10,000	-	-
328	19024	Kiddie Park Road Improvements	77,153	-	20,050	-
328	19003	Preventative Maint. Street Projects	65,022	583,363	-	-
328	N/A	Woodland Road Concrete Rehab	-	-	27,028	-
328	N/A	Ohio_Harvard_Hazel Asphalt Rehab	-	-	403,625	-
328	N/A	Nova Road Asphalt Overlay (FY 19-20 PM)	-	-	-	140,000
		<b>Total Street</b>	<b>1,531,173</b>	<b>598,363</b>	<b>451,148</b>	<b>140,000</b>
<b>TOTAL</b>			<b>\$ 1,565,450</b>	<b>\$ 930,863</b>	<b>\$ 701,148</b>	<b>\$ 246,407</b>

**CITY OF BARTLESVILLE**  
 2020-21 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.

- 2020 Accomplishments:
- Started construction of the Price Fields Phase 3 Project
  - Completed construction of the Tower Center at Unity Square Project
  - Completed construction of the Kiddie Park Entrance project
  - Completed design and started construction on the Lee Lake Skate Park project
  - Started design coordination on the City Gateway Signage and Park Signage projects

- 2021 Objectives:
- Complete construction of the Price Fields Phase 3 project
  - Complete construction of the Lee Lake Skate Park project
  - Complete the City Gateway Signage and Park Signage projects

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**

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$1,087,847	\$7,777,600	\$8,073,957	\$414,012	\$414,012

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2018A G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Fire	\$ -	\$ -	\$ 589,266	\$ -
Tech Services	295,979	-	-	-
Library	-	180,000	-	180,000
General Services	19,185	-	-	-
Park and Recreation	668,603	5,557,600	5,444,691	190,000
Adams Municipal Golf Course	104,080	-	-	-
Street	-	2,040,000	2,040,000	-
Unallocated	-	-	-	44,012
<b>Total Expenditures</b>	<b><u>\$ 1,087,847</u></b>	<b><u>\$ 7,777,600</u></b>	<b><u>\$ 8,073,957</u></b>	<b><u>\$ 414,012</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Proceeds from Issuance of Debt	-	-	-	-
Fund Balance	9,594,318	7,898,753	8,487,969	414,012
<b>Total Available for Appropriation</b>	<b><u>\$ 9,594,318</u></b>	<b><u>\$ 7,898,753</u></b>	<b><u>\$ 8,487,969</u></b>	<b><u>\$ 414,012</u></b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2018A G.O. Bond Fund Capital Outlay Detail

*Capital Outlay Schedule*

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 BUDGET
250		Pumper Truck	\$ -	\$ -	\$ 589,266	\$ -
		<b>Total Fire</b>	-	-	<b>589,266</b>	-
185	19019	Server Refresh	295,979	-	-	-
		<b>Total Tech Services</b>	<b>295,979</b>	-	-	-
421	19020	Library HVAC Upgrades	-	180,000	-	180,000
		<b>Total Library</b>	-	<b>180,000</b>	-	<b>180,000</b>
170	N/A	Christmas Lights for Downtown	19,185	-	-	-
		<b>Total General Services</b>	<b>19,185</b>	-	-	-
431	19021	Price Field Phase 3	214,218	3,361,600	3,373,298	-
431	19022	Price Tower Green	86,643	1,658,000	1,658,000	-
431	19023	Lighting at Daniels Field	238,360	-	8,538	-
431	19024	Kiddie Park Entrance and Gate	127,382	-	-	-
431	19025	Skate Park	2,000	348,000	348,000	-
431	19027	City Gateway Signage	-	100,000	-	100,000
431	19028	Park Signage	-	90,000	-	90,000
431	N/A	Sooner Park Shelter	-	-	35,105	-
431	N/A	MJ Lee Lake	-	-	21,750	-
		<b>Total Park</b>	<b>668,603</b>	<b>5,557,600</b>	<b>5,444,691</b>	<b>190,000</b>
445	19026	Bunker Repair	104,080	-	-	-
		<b>Total Golf Course</b>	<b>104,080</b>	-	-	-
328	N/A	Woodland Rd Concrete rehab	-	40,000	40,000	-
328	19029	Keeler-Cherokee/Adams-Hensley Mill & Overlay	-	2,000,000	2,000,000	-
		<b>Total Street</b>	-	<b>2,040,000</b>	<b>2,040,000</b>	-
<b>TOTAL</b>			<b><u>\$ 1,087,847</u></b>	<b><u>\$ 7,777,600</u></b>	<b><u>\$ 8,073,957</u></b>	<b><u>\$ 370,000</u></b>

***CITY OF BARTLESVILLE***  
 2020-21 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.

2020 Accomplishments: 

- Completed Design and advertised bids for the Quail Place Tributary project

2021 Objectives: 

- Complete construction of the Quail Place Tributary project

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**

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$7,650	\$471,439	\$29,000	\$442,439	\$442,439

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2018B G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Storm Sewer	\$ 7,650	\$ 471,439	\$ 29,000	\$ 442,439
<b>Total Expenditures</b>	<b>\$ 7,650</b>	<b>\$ 471,439</b>	<b>\$ 29,000</b>	<b>\$ 442,439</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Proceeds from Issuance of Debt	-	-	-	-
Fund Balance	479,089	471,439	471,439 <span style="color: red;">▼</span>	442,439
<b>Total Available for Appropriation</b>	<b>\$ 479,089</b>	<b>\$ 471,439</b>	<b>\$ 471,439</b>	<b>\$ 442,439</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2018B G.O. Bond Fund Capital Outlay Detail

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
130	N/A	Issuance cost	\$ -	\$ -	\$ -	\$ -
		<b>Total Accounting and Finance</b>	-	-	-	-
327	19030	Quail Place Tributary	7,650	471,439	29,000	442,439
<b>TOTAL</b>			<b>\$ 7,650</b>	<b>\$ 471,439</b>	<b>\$ 29,000</b>	<b>\$ 442,439</b>

**CITY OF BARTLESVILLE**  
 2020-21 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.

- 2020 Accomplishments:
- Coordination of Police Department software
  - Advertised bids for the Library HVAC project
  - Completed design and construction of the Frank Phillips Asphalt Rehabilitation project
  - Completed design and started construction of the 13<sup>th</sup> Street Concrete Rehabilitation project
  - Completed design and started construction on the West Bartlesville Pathfinder Connection project

- 2021 Objectives:
- Complete the Police Department software implementation
  - Complete the 13<sup>th</sup> Street Concrete Rehabilitation project
  - Complete the Downtown Landscaping Phase 2 project
  - Complete the West Bartlesville Pathfinder Connection project

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**

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$83,088	\$1,958,500	\$1,543,518	\$873,394	\$873,394

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2018C G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Accounting and Finance	\$ 39,500	\$ -	\$ -	\$ -
Police	43,588	-	431,412	-
Library	-	30,500	-	30,500
Street	-	1,848,000	1,032,106	680,000
Park and Recreation	-	80,000	80,000	160,000
Unallocated	-	-	-	2,894
<b>Total Expenditures</b>	<b><u>\$ 83,088</u></b>	<b><u>\$ 1,958,500</u></b>	<b><u>\$ 1,543,518</u></b>	<b><u>\$ 873,394</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Proceeds from Issuance of Debt	2,500,000	-	-	-
Fund Balance	-	1,959,390	2,416,912	873,394
<b>Total Available for Appropriation</b>	<b><u>\$ 2,500,000</u></b>	<b><u>\$ 1,959,390</u></b>	<b><u>\$ 2,416,912</u></b>	<b><u>\$ 873,394</u></b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2018C G.O. Bond Fund Capital Outlay Detail

FUND 484 CIP - 2018C G.O. BOND FUND  
 ALL DEPARTMENTS

*Capital Outlay Schedule*

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 BUDGET
130	N/A	Issuance cost	\$ 39,500	\$ -	\$ -	\$ -
		<b>Total Accounting and Finance</b>	<b>39,500</b>	-	-	-
270	N/A	Police Software	43,588	-	431,412	-
		<b>Total Police</b>	<b>43,588</b>	-	<b>431,412</b>	-
421	N/A	Library HVAC	-	30,500	-	30,500
		<b>Total Library</b>	-	<b>30,500</b>	-	<b>30,500</b>
328	N/A	Frank Phillips Asph Rehab (Keeler-Sunset)	-	775,000	583,606	10,000
328	N/A	13th St Conc. Rehab (Garden-Cherokee)	-	450,000	418,000	10,000
328	N/A	Downtown Landscape (Phase 2)	-	250,000	-	-
328	N/A	Pathfinder Connection - Downtown/W. Bville	-	373,000	-	-
328	N/A	Ohio_Harvard_Hazel Additional Funds	-	-	30,500	-
328	N/A	Williamsburg/Vicksburg Rehab (FY 19-20)	-	-	-	110,000
328	N/A	Preventative Maintenance Streets (FY20-21)	-	-	-	500,000
328	N/A	Downtown Wayfinding Signs	-	-	-	50,000
		<b>Total Street</b>	-	<b>1,848,000</b>	<b>1,032,106</b>	<b>680,000</b>
431	N/A	Play Ground & Memorial	-	80,000	80,000	-
431	N/A	Signs - City Gateway, Parks & Pathfinder	-	-	-	160,000
		<b>Total Park</b>	-	<b>80,000</b>	<b>80,000</b>	<b>160,000</b>
<b>TOTAL</b>			<b>\$ 83,088</b>	<b>\$ 1,958,500</b>	<b>\$ 1,543,518</b>	<b>\$ 870,500</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2019A G.O. Bond Fund– Summary

Fund Mission: N/A

Fund Description: The 2019A G.O. Bond Fund was established to account for the 2019 General Obligation Bond proceeds that were dedicated to Streets and Parks.

- 2020 Accomplishments:
- Purchased a Gradall excavator for the Street Department
  - Started design on parking lot improvements at Cooper Dog Park and Lee Lake
  - Started design on the Johnstone Pavilion Splash Pad project
  - Started design on the Cudahy Concrete Rehabilitation project

- 2021 Objectives:
- Complete design and construction of the parking lot improvements at Cooper Dog Park and Lee Lake
  - Complete design and construction of the Johnstone Pavilion Splash Pad project
  - Complete design and construction of the Candlestick Court Storm Drain project
  - Complete design and construction of the Cudahy Concrete Rehabilitation project

Budget Highlights: The expenditures in this fund are for Streets and Parks projects funded by the 2019 GO Bond issuance.

**FUND 485 2019A G.O. BOND**

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$0	\$2,000,000	\$250,203	\$1,749,797	\$1,749,797

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2019A G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Accounting and Finance	\$ -	\$ 62,989	\$ 62,988	\$ -
Golf	-	49,281	48,275	-
Street	-	853,831	-	853,831
Park and Recreation	-	1,033,899	138,940	894,959
Unallocated	-	-	-	1,007
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>	<b>\$ 250,203</b>	<b>\$ 1,749,797</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Proceeds from Issuance of Debt	-	2,000,000	2,000,000	-
Fund Balance	-	-	-	1,749,797
<b>Total Available for Appropriation</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>	<b>\$ 2,000,000</b>	<b>\$ 1,749,797</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2019A G.O. Bond Fund Capital Outlay Detail

*Capital Outlay Schedule*

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 BUDGET
130	N/A	Issuance cost	\$ -	\$ 62,989	\$ 62,988	\$ -
		<b>Total Accounting and Finance</b>	-	<b>62,989</b>	<b>62,988</b>	-
454	N/A	Golf Equipment	-	49,281	48,275	-
		<b>Total Golf</b>	-	<b>49,281</b>	<b>48,275</b>	-
328	N/A	Gradall Excavator	-	350,000	-	350,000
328	N/A	Cudahy Concrete Rehab (SantaFe-Virginia)	-	400,000	-	400,000
328	N/A	Cudahy Asphalt Rehab (SantaFe-Johnstone)	-	103,831	-	103,831
		<b>Total Street</b>	-	<b>853,831</b>	-	<b>853,831</b>
431	N/A	Pathfinder Parkway Repaving	-	300,000	-	300,000
431	N/A	Johnstone Park Restroom Remodel	-	58,899	-	25,649
431	N/A	Community Skate Park Supplemental	-	-	33,250	-
431	N/A	Johnstone Splash Pad/TCUS Water feature	-	350,000	105,690	244,310
431	N/A	Park Parking Lot Rehab/Improvements	-	150,000	-	150,000
431	N/A	Misc Park Improvements/Erosion Rehab	-	100,000	-	100,000
431	N/A	Cooper Dog Park Parking Lot Paving	-	75,000	-	75,000
		<b>Total Park</b>	-	<b>1,033,899</b>	<b>138,940</b>	<b>894,959</b>
<b>TOTAL</b>			<b>\$ -</b>	<b>\$ 2,000,000</b>	<b>\$ 250,203</b>	<b>\$ 1,748,790</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2019B G.O. Bond Fund– Summary

Fund Mission: N/A

Fund Description: The 2019B G.O. Bond Fund was established to account for the 2019 General Obligation Bond proceeds that were dedicated to Storm Sewer Improvements.

2020 Accomplishments:
 

- Started design on the Candlestick Court Storm Drain project

2021 Objectives:
 

- Complete design and construction of the Candlestick Court Storm Drain project

Budget Highlights: The expenditures in this fund are for Storm Sewer Improvements projects funded by the 2019 GO Bond issuance.

**FUND 486 2019B G.O. BOND**

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$0	\$600,000	\$53,430	\$546,570	\$546,570

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2019B G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Accounting and Finance	\$ -	\$ 49,430	\$ 49,430	\$ -
Storm Sewer	-	550,570	4,000	546,570
Unallocated	-	-	-	-
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 600,000</b>	<b>\$ 53,430</b>	<b>\$ 546,570</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Proceeds from Issuance of Debt	-	600,000	600,000	-
Fund Balance	-	-	-	546,570
<b>Total Available for Appropriation</b>	<b>\$ -</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ 546,570</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 2019B G.O. Bond Fund Capital Outlay Detail

FUND 486 CIP - 2019B G.O. BOND FUND  
 ALL DEPARTMENTS

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
130	N/A	Issuance cost	\$ -	\$ 49,430	\$ 49,430	\$ -
		<b>Total Accounting and Finance</b>	-	<b>49,430</b>	<b>49,430</b>	-
327	N/A	Candlestick Court Storm Drain Rehab	-	350,000	4,000	346,000
327	N/A	8th Street Strom Drain Rehab	-	200,570	-	200,570
		<b>Total Storm Sewer</b>	-	<b>550,570</b>	<b>4,000</b>	<b>546,570</b>
<b>TOTAL</b>			<b>\$ -</b>	<b>\$ 600,000</b>	<b>\$ 53,430</b>	<b>\$ 546,570</b>

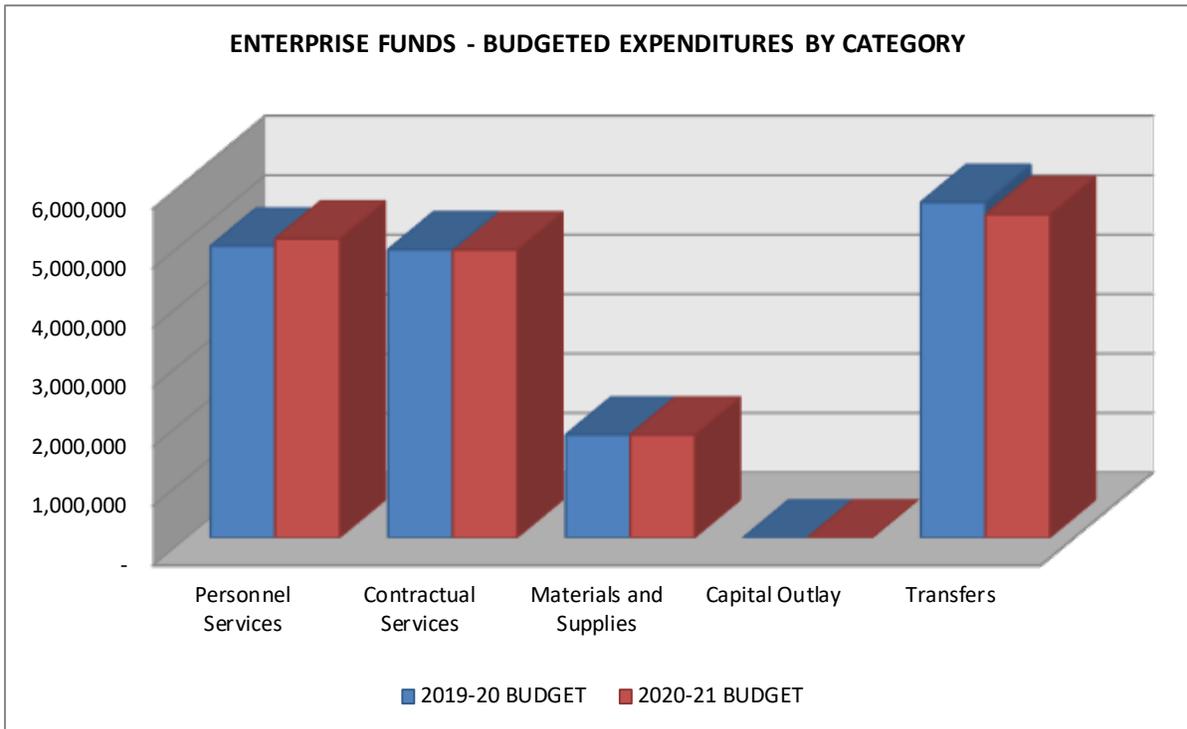
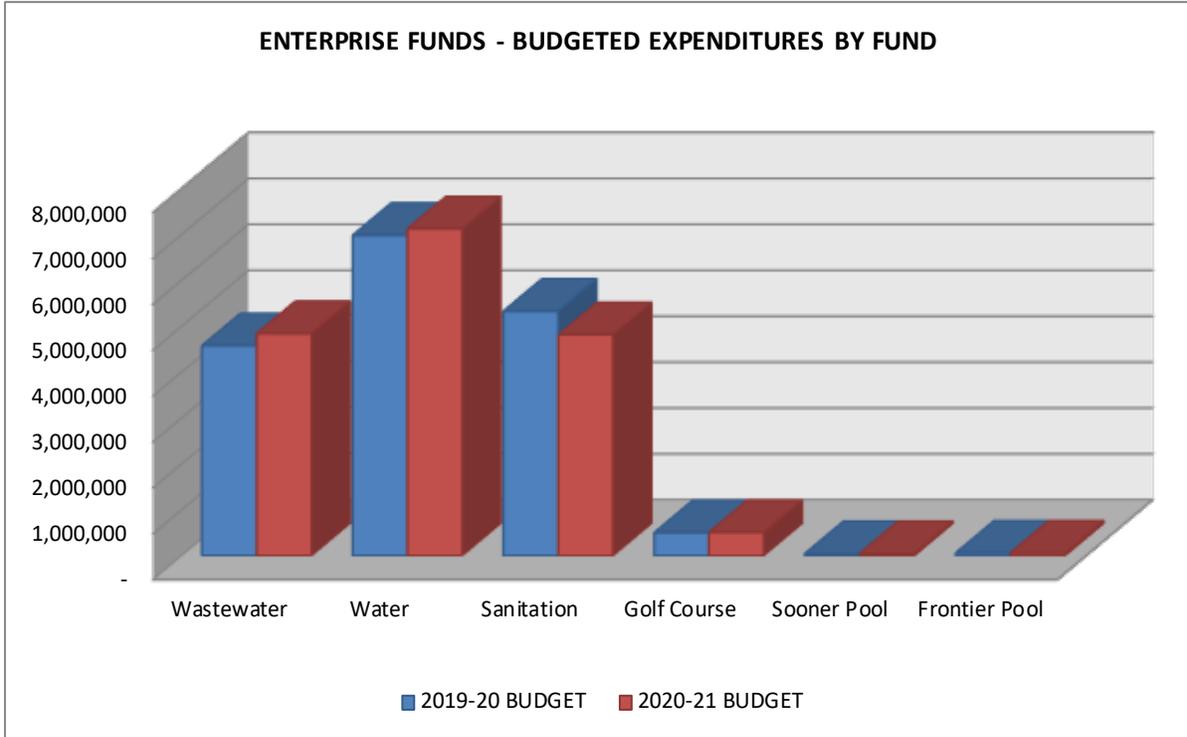


# ENTERPRISE FUNDS

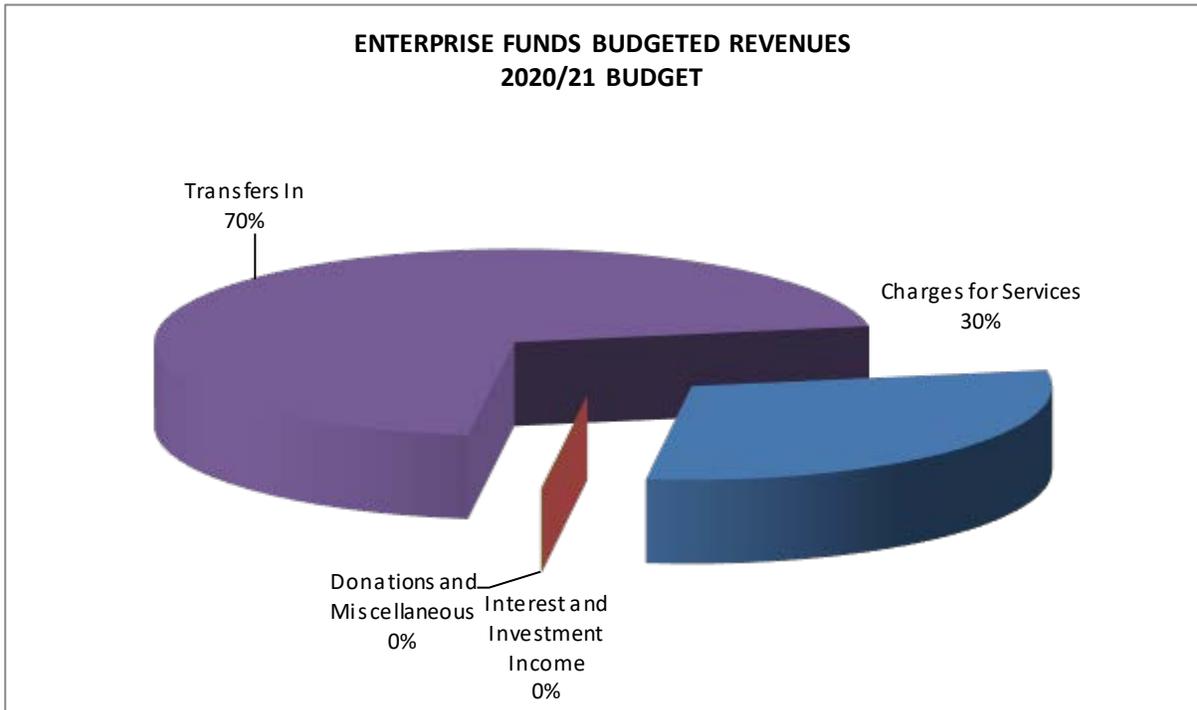
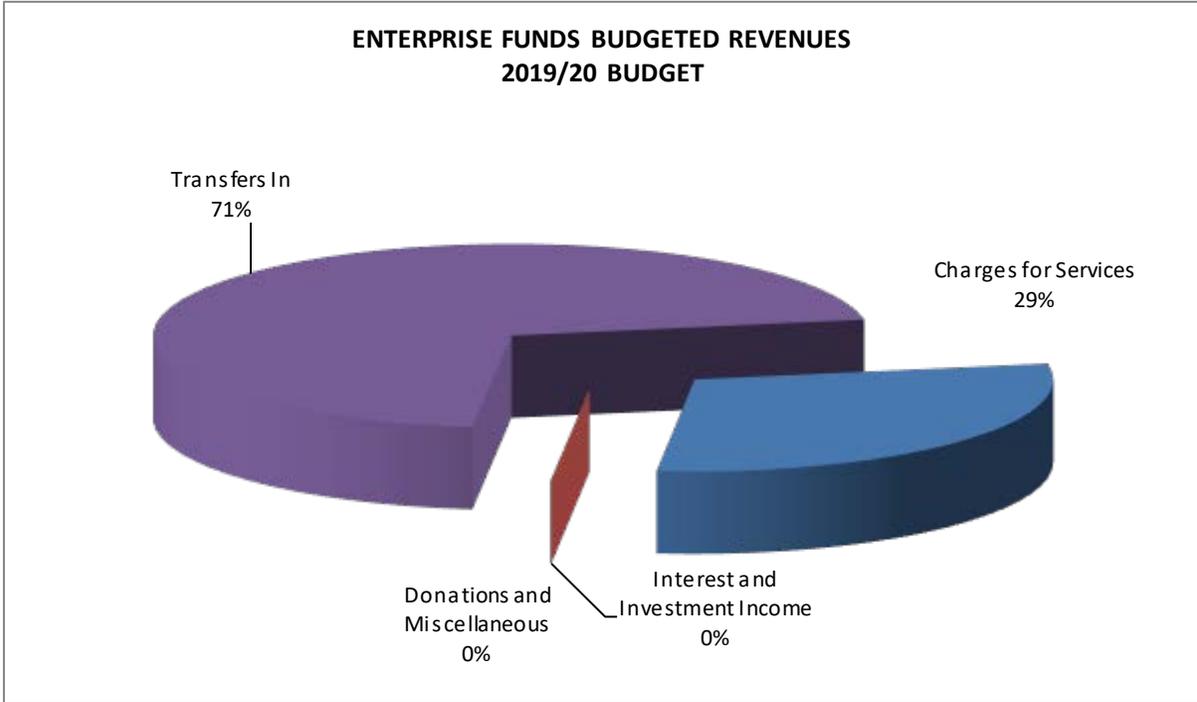


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**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Enterprise Funds – Expenditure Graphs



**CITY OF BARTLESVILLE**  
2020-21 Operating Budget  
Enterprise Funds – Revenue Graphs



**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Enterprise Funds – Summary by Fund or Source

*Expenditures and Reserves*

<b>EXPENDITURES BY FUND</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Wastewater	\$ 4,524,793	\$ 4,577,270	\$ 4,481,707	\$ 4,842,642
Water	5,988,519	6,984,378	6,324,903	7,125,356
Sanitation	5,015,615	5,330,028	5,077,915	4,816,896
Golf Course	466,536	503,882	479,794	507,747
Sooner Pool	60,735	48,511	39,228	48,542
Frontier Pool	66,989	61,795	47,320	61,832
<b>Total Expenditures and Reserves</b>	<b><u>\$16,123,187</u></b>	<b><u>\$17,505,864</u></b>	<b><u>\$16,450,867</u></b>	<b><u>\$17,403,015</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Charges for Services	\$ 4,815,156	\$ 4,842,833	\$ 4,846,673	\$ 4,879,698
Interest and Investment Income	6,341	5,000	-	-
Donations and Miscellaneous	8,034	1,000	6,859	5,000
Transfer In:				
From General Fund	204,271	267,813	267,808	210,462
From BMA - Wastewater	4,500,473	4,577,622	4,577,622	4,824,591
From BMA - Water	5,987,628	6,737,055	6,737,055	6,453,922
Fund Balance	1,155,866	1,053,411	1,023,202	1,037,687
<b>Total Available for Appropriation</b>	<b><u>\$16,677,769</u></b>	<b><u>\$17,484,734</u></b>	<b><u>\$17,459,219</u></b>	<b><u>\$17,411,360</u></b>

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**Enterprise Funds – Expenditure Summary by Line Item**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 3,092,528	\$ 3,253,000	\$ 2,979,442	\$ 3,469,228	\$ 3,469,228	\$ 3,469,228
51120 OVERTIME	55,887	93,000	59,359	93,000	93,000	93,000
51130 FICA	230,442	255,000	232,930	269,292	269,292	269,292
51140 GROUP INSURANCE	680,266	862,000	862,000	752,254	752,254	752,254
51150 DB RETIREMENT	332,858	295,000	286,739	321,200	321,200	321,200
51155 DC RETIREMENT	59,727	77,000	60,236	80,830	80,830	80,830
51170 WORKER'S COMPENSATION	43,013	73,920	73,920	42,822	42,822	42,822
51180 UNEMPLOYMENT COMP	58	-	-	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 4,494,779</b>	<b>\$ 4,908,920</b>	<b>\$ 4,554,626</b>	<b>\$ 5,028,626</b>	<b>\$ 5,028,626</b>	<b>\$ 5,028,626</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 57,318	\$ 78,250	\$ 75,887	\$ 79,100	\$ 79,100	\$ 79,100
52310 UTILITIES & COMMUNICATIONS	452,002	592,780	464,263	597,905	597,905	597,905
52410 PROFESSIONAL SERVICES	280,608	286,307	242,912	304,150	297,150	297,150
52510 OTHER SERVICES	1,012,301	1,147,000	1,335,334	1,032,750	1,032,750	1,032,750
52610 MAINT. & REPAIR SERVICE	260,319	360,950	271,081	411,350	421,350	421,350
52710 OPERATIONAL SERVICES	2,535,869	2,383,414	2,387,704	2,416,977	2,416,977	2,416,977
52810 INSURANCE & BONDS	1,160	-	1,500	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 4,599,577</b>	<b>\$ 4,848,701</b>	<b>\$ 4,778,681</b>	<b>\$ 4,842,232</b>	<b>\$ 4,845,232</b>	<b>\$ 4,845,232</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 16,411	\$ 12,350	\$ 5,108	\$ 13,500	\$ 13,500	\$ 13,500
53210 JANITORIAL SUPPLIES	7,017	8,200	12,188	11,700	11,700	11,700
53310 GENERAL SUPPLIES	758,488	797,691	607,128	797,691	797,691	797,691
53410 TOOLS & EQUIPMENT	71,900	69,700	83,180	62,500	62,500	62,500
53510 FUEL	221,140	202,900	198,617	207,500	207,500	207,500
53610 MAINT. & REPAIR MATERIALS	532,471	641,500	554,804	639,500	639,500	639,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,607,427</b>	<b>\$ 1,732,341</b>	<b>\$ 1,461,025</b>	<b>\$ 1,732,391</b>	<b>\$ 1,732,391</b>	<b>\$ 1,732,391</b>

**CITY OF BARTLESVILLE**

2020-21 Operating Budget

Enterprise Funds – Expenditure Summary by Line Item  
(continued)

<b>CAPITAL OUTLAY</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
55940 MACHINERY & EQUIPMENT	\$ 68,102	\$ -	\$ 12,000	\$ -	\$ -	\$ -
55960 VEHICLES & EQUIPMENT	2,336	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 70,438</b>	<b>\$ -</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TRANSFERS OUT</b>						
59101 GENERAL FUND	\$ 4,221,217	\$ 4,553,111	\$ 4,553,111	\$ 4,872,210	\$ 4,872,210	\$ 4,872,210
59663 AUTO COLLISION INSURANCE	75,000	50,000	50,000	50,000	50,000	50,000
59670 STABILIZATION RESERVE FUND	304,749	301,424	301,424	317,566	317,566	317,566
59675 CAPITAL RESERVE FUND	750,000	740,000	740,000	200,000	200,000	200,000
<b>TOTAL TRANSFERS</b>	<b>\$ 5,350,966</b>	<b>\$ 5,644,535</b>	<b>\$ 5,644,535</b>	<b>\$ 5,439,776</b>	<b>\$ 5,439,776</b>	<b>\$ 5,439,776</b>
<b>TOTAL BUDGET</b>	<b>\$16,123,187</b>	<b>\$17,134,497</b>	<b>\$16,450,867</b>	<b>\$17,043,025</b>	<b>\$17,046,025</b>	<b>\$17,046,025</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Enterprise Funds – Personnel Summary

*Personnel*

<b>PERSONNEL COUNTS BY DEPARTMENT</b>	<b>2018-19 ACTUAL FTEs</b>	<b>2019-20 BUDGETED FTEs</b>	<b>2019-20 ACTUAL FTEs</b>	<b>2020-21 BUDGETED FTEs</b>
Wastewater Fund:				
Wastewater Maintenance	10.5	10.5	11.5	11
Water Fund:				
Water Plant	15	15	15	15
Water Administration	2	2	2	2
Water Distribution	20.5	20.5	21.5	21
<i>Total Water</i>	<b>37.5</b>	<b>37.5</b>	<b>38.5</b>	<b>38</b>
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>
<b>Total Personnel</b>	<b><u>82</u></b>	<b><u>82</u></b>	<b><u>84</u></b>	<b><u>83</u></b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Wastewater Operating Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Chickasaw Wastewater Treatment Plant	\$ 2,587,604	\$ 2,425,664	\$ 2,460,767	\$ 2,469,227
Wastewater Maintenance	685,745	732,193	675,606	855,828
Transfers Out: To General	1,139,941	1,232,871	1,232,871	1,322,219
To Auto Collision Insurance Fund	25,000	25,000	25,000	25,000
To Stabilization Reserve Fund	86,503	87,463	87,463	92,945
To Capital Reserve Fund	-	-	-	-
Reserves: Contingency	-	63,157	-	66,501
Compensated Absences Reserve	-	10,922	-	10,922
<b>Total Expenditures and Reserves</b>	<b><u>\$ 4,524,793</u></b>	<b><u>\$ 4,577,270</u></b>	<b><u>\$ 4,481,707</u></b>	<b><u>\$ 4,842,642</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Donations and Miscellaneous	4,351	-	-	-
Transfer In: From BMA - Wastewater	<u>4,500,473</u>	<u>4,577,622</u>	<u>4,577,622</u>	<u>4,824,591</u>
Fund Balance	<u>(276,824)</u>	<u>-</u>	<u>(77,864)</u>	<u>18,051</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 4,228,000</u></b>	<b><u>\$ 4,577,622</u></b>	<b><u>\$ 4,499,758</u></b>	<b><u>\$ 4,842,642</u></b>

# ***CITY OF BARTLESVILLE***

## **2020-21 Operating Budget**

### **Wastewater Operating Fund – Wastewater Treatment Plant – Summary**

Department Mission: To protect the health and quality of living of the citizens of Bartlesville through sanitary collection and treatment of wastewater.

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Department Description: The Chickasaw Wastewater Treatment Plant and 20 Sewage Lift Stations in the collection system are operated by a private contract with Veolia Water, Inc. The plant treats residential and industrial wastewater from the community. As required by the Oklahoma Pollution Discharge Elimination System (OPDES) Permit, waste sludge from the treatment process is disposed of through injection on agricultural land for beneficial use. Plant personnel also administer the Industrial Pre-treatment Program for the City.

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2020 Accomplishments:

- The Chickasaw Wastewater Treatment Plant treated over 3.4 Billion gallons of wastewater averaging 9.3 million gallons per day
- 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 the SCADA communication system at the Wastewater Treatment Plant and 11 lift stations
- Replaced two submersible pumps at the Dewey Place lift station due to pump failures and reaching the end of service life
- Replaced three pumps at the Hillcrest lift station due to pump failure and age of pumps

**CITY OF BARTLESVILLE**

2020-21 Operating Budget

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

2021 Objectives:

- 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
- Replace farm tractor for land application of biosolids due to age and wear
- Drain clean and inspect and repair worn components on all three primary clarifier sludge collection units
- Replace the SCADA communication systems at the remaining remote lift station sites

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**

<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
\$2,587,604	\$2,425,664	\$2,460,767	\$2,469,227	\$2,469,227

**CITY OF BARTLESVILLE**

2020-21 Operating Budget

Wastewater Operating Fund – Wastewater Treatment Plant – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
52310 UTILITIES & COMMUNICATIONS	\$ 3,417	\$ 3,500	\$ 2,856	\$ 3,500	\$ 3,500	\$ 3,500
52510 OTHER SERVICES	21,838	23,750	22,998	23,750	23,750	23,750
52610 MAINT. & REPAIR SERVICE	26,380	15,000	51,196	25,000	25,000	25,000
52710 OPERATIONAL SERVICES	2,535,869	2,383,414	2,383,414	2,416,977	2,416,977	2,416,977
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 2,587,504</b>	<b>\$ 2,425,664</b>	<b>\$ 2,460,464</b>	<b>\$ 2,469,227</b>	<b>\$ 2,469,227</b>	<b>\$ 2,469,227</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53610 MAINT. & REPAIR MATERIALS	\$ 100	\$ -	\$ 303	\$ -	\$ -	\$ -
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 100</b>	<b>\$ -</b>	<b>\$ 303</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 2,587,604</b>	<b>\$ 2,425,664</b>	<b>\$ 2,460,767</b>	<b>\$ 2,469,227</b>	<b>\$ 2,469,227</b>	<b>\$ 2,469,227</b>

# ***CITY OF BARTLESVILLE***

## **2020-21 Operating Budget**

### **Wastewater Operating Fund – Wastewater Maintenance – Summary**

Department Mission: To maintain the sanitary sewer system in a condition that prevents potentially harmful failures, and to perform emergency repairs in the event of such failures.

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Department Description: The Wastewater Maintenance Department is responsible for maintenance of the sanitary sewer system, including force mains and collector lines. A majority of its work is preventative maintenance to remove tree roots, accumulations of grease and other materials in the system that cause sewer line blockages and sewer backups. Crews can also perform repairs to the lines when necessary.

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2020 Accomplishments:

- Investigated 214 main line call outs, requested by property owners when their private service was backed up
- Responded to 74 sewer main line backups
- Jet cleaned and jet sawed 566,266 feet of sanitary sewer line.
- Completed Televised Inspection of 5,488 feet of sanitary sewer lines.
- Capped 18 sewer services for dilapidated structures
- Completed 27 main line point repairs, and 1 full line rehabilitations or new installations

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2021 Objectives:

- Utilize SL-Rat program through OMAG to prioritize line cleaning activities
- 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

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**CITY OF BARTLESVILLE**

2020-21 Operating Budget

Wastewater Operating Fund – Wastewater Maintenance – Summary  
(continued)

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

**FUND 509 WASTEWATER  
DEPT 715 WASTEWATER MAINTENANCE**

<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$685,745</b>	<b>\$732,193</b>	<b>\$675,606</b>	<b>\$855,828</b>	<b>\$855,828</b>

# CITY OF BARTLESVILLE

## 2020-21 Operating Budget

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

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 369,411	\$ 360,000	\$ 313,117	\$ 460,649	\$ 460,649	\$ 460,649
51120 OVERTIME	5,397	11,000	3,215	11,000	11,000	11,000
51130 FICA	27,732	29,000	23,062	35,946	35,946	35,946
51140 GROUP INSURANCE	99,646	114,000	114,000	99,696	99,696	99,696
51150 DB RETIREMENT	27,097	18,000	11,058	27,100	27,100	27,100
51155 DC RETIREMENT	9,010	11,000	10,265	13,062	13,062	13,062
51170 WORKER'S COMPENSATION	7,795	10,918	10,918	6,325	6,325	6,325
51180 UNEMPLOYMENT COMP	58	-	-	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 546,146</b>	<b>\$ 553,918</b>	<b>\$ 485,635</b>	<b>\$ 653,778</b>	<b>\$ 653,778</b>	<b>\$ 653,778</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 9,862	\$ 9,000	\$ 9,958	\$ 9,850	\$ 9,850	\$ 9,850
52310 UTILITIES & COMMUNICATIONS	240	375	225	2,500	2,500	2,500
52410 PROFESSIONAL SERVICES	9,879	13,000	225	23,000	23,000	23,000
52510 OTHER SERVICES	2,383	3,500	23,491	9,500	9,500	9,500
52610 MAINT. & REPAIR SERVICE	6,383	25,000	22,720	25,000	35,000	35,000
52810 INSURANCE & BONDS	1,160	-	1,500	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 29,907</b>	<b>\$ 50,875</b>	<b>\$ 58,119</b>	<b>\$ 69,850</b>	<b>\$ 79,850</b>	<b>\$ 79,850</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ -	\$ 346	\$ 2,000	\$ 2,000	\$ 2,000
53310 GENERAL SUPPLIES	10,269	11,200	9,788	11,200	11,200	11,200
53410 TOOLS & EQUIPMENT	4,298	18,700	30,049	11,500	11,500	11,500
53510 FUEL	22,588	22,500	17,136	22,500	22,500	22,500
53610 MAINT. & REPAIR MATERIALS	72,537	75,000	74,533	75,000	75,000	75,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 109,692</b>	<b>\$ 127,400</b>	<b>\$ 131,852</b>	<b>\$ 122,200</b>	<b>\$ 122,200</b>	<b>\$ 122,200</b>
<b>TOTAL BUDGET</b>	<b>\$ 685,745</b>	<b>\$ 732,193</b>	<b>\$ 675,606</b>	<b>\$ 845,828</b>	<b>\$ 855,828</b>	<b>\$ 855,828</b>

**CITY OF BARTLESVILLE**

2020-21 Operating Budget

Wastewater Operating Fund – Wastewater Maintenance – Personnel and Capital Detail

FUND 509 WASTEWATER  
DEPT 715 WASTEWATER MAINTENANCE

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2018-19 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2019-20 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2019-20 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2020-21 BUDGETED NUMBER OF EMPLOYEES</b>
Water/Wastewater Manager	0	0	0.5	0
WW Maint Supervisor	0.5	0.5	1	1
Wastewater Equip Operator	5	5	5	5
Maintenance Worker	5	5	5	5
<b>TOTAL</b>	<b>10.5</b>	<b>10.5</b>	<b>11.5</b>	<b>11</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Wastewater Operating Fund – Transfers – Summary

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

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Department Description: The Transfers department is used to account for transfers out to other funds. These activities are generally non-departmental, and therefore utilize this department.

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2020 Accomplishments: N/A

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2021 Objectives: N/A

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Budget Highlights: The Wastewater Fund has two transfers. The transfer to the General Fund is to assist in funding the general operations of the City of Bartlesville, and the transfer to the Health Insurance Fund is for the Wastewater Fund’s portion of the amount necessary to establish the Health Insurance Fund.

**FUND 509 WASTEWATER  
 DEPT 900 TRANSFERS**

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$1,251,444	\$1,345,334	\$1,345,334	\$1,440,164	\$1,440,164

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Wastewater Operating Fund – Transfers – Line Item Detail

<b>TRANSFERS OUT</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
59101 GENERAL FUND	\$ 1,139,941	\$ 1,232,871	\$ 1,232,871	\$ 1,322,219	\$ 1,322,219	\$ 1,322,219
59663 AUTO COLLISION INSURANCE	25,000	25,000	25,000	25,000	25,000	25,000
59670 STABILIZATION RESERVE FUND	86,503	87,463	87,463	92,945	92,945	92,945
<b>TOTAL TRANSFERS</b>	<b>\$ 1,251,444</b>	<b>\$ 1,345,334</b>	<b>\$ 1,345,334</b>	<b>\$ 1,440,164</b>	<b>\$ 1,440,164</b>	<b>\$ 1,440,164</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,251,444</b>	<b>\$ 1,345,334</b>	<b>\$ 1,345,334</b>	<b>\$ 1,440,164</b>	<b>\$ 1,440,164</b>	<b>\$ 1,440,164</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Water Operating Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Water Plant	\$ 2,416,827	\$ 2,913,754	\$ 2,583,307	\$ 2,804,466
Water Administration	313,549	330,537	324,524	334,438
Water Distribution	1,308,766	1,491,330	1,321,243	1,594,570
Transfers Out: To General	1,791,335	1,937,369	1,937,369	2,077,772
To Auto Collision Insurance Fund	25,000	25,000	25,000	25,000
To Stabilization Reserve Fund	133,042	133,460	133,460	136,225
To Capital Reserve Fund	-	-	-	-
Reserves: Contingency	-	94,712	-	94,669
Compensated Absences Reserve	-	58,216	-	58,216
<b>Total Expenditures and Reserves</b>	<b><u>\$ 5,988,519</u></b>	<b><u>\$ 6,984,378</u></b>	<b><u>\$ 6,324,903</u></b>	<b><u>\$ 7,125,356</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Donations and Miscellaneous	\$ 894	\$ -	\$ 5,958	\$ 5,000
Transfer In: From BMA - Water	5,987,628	6,737,055	6,737,055	6,453,922
Fund Balance	134,056	247,323	248,324	666,434
<b>Total Available for Appropriation</b>	<b><u>\$ 6,122,578</u></b>	<b><u>\$ 6,984,378</u></b>	<b><u>\$ 6,991,337</u></b>	<b><u>\$ 7,125,356</u></b>

***CITY OF BARTLESVILLE***  
2020-21 Operating Budget  
Water Operating Fund – Water Plant – Summary

Department Mission: To provide safe drinking water to the citizens of Bartlesville that complies with all applicable standards. To provide maintenance and repair to the water plant, pump stations, and water storage tanks to maintain appropriate water pressures throughout the system.

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Department Description: The Water Treatment Plant is responsible for the supply and treatment of water delivered to the customers of the City of Bartlesville. This includes maintaining water quality to comply with Federal and State standards, performing various analyses on the raw water to determine the best treatment methods, monitoring the treatment process, and delivery of treated water into the distribution system. Operation of the pump stations and water storage tanks to maintain adequate pressure in the distribution system is also a responsibility of the Water Treatment Plant.

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2020 Accomplishments:

- Rebuilt transfer motor #4
- Rebuilt EQ pump #1
- Built trial chemical feed system for coagulant
- Replaced chemical feed lines in process #2
- Upgraded to LED lights in process and thickener rooms
- Replaced panel view on east blower

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2021 Objectives:

- Continue replacing PLC units at pump stations
- Fix or replace bar screens at Hulah Lake
- Replace turbidity meters
- Replace chlorine meters with smaller units that are less expensive to operate and maintain
- Continue with SCADA improvements to facilitate flow pacing of chemicals

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***CITY OF BARTLESVILLE***  
 2020-21 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.

<b>FUND 510 WATER DEPT 720 WATER PLANT</b>				
<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$2,416,827</b>	<b>\$2,913,754</b>	<b>\$2,583,307</b>	<b>\$2,804,466</b>	<b>\$2,804,466</b>

# CITY OF BARTLESVILLE

## 2020-21 Operating Budget

### Water Operating Fund – Water Plant – Line Item Detail

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 592,704	\$ 630,000	\$ 592,953	\$ 630,000	\$ 630,000	\$ 630,000
51120 OVERTIME	20,437	34,000	21,352	34,000	34,000	34,000
51130 FICA	44,637	50,000	45,047	50,000	50,000	50,000
51140 GROUP INSURANCE	132,303	156,000	156,000	135,950	135,950	135,950
51150 DB RETIREMENT	44,902	43,000	40,546	44,000	44,000	44,000
51155 DC RETIREMENT	16,243	20,000	16,365	19,000	19,000	19,000
51170 WORKER'S COMPENSATION	10,358	8,054	8,054	4,666	4,666	4,666
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 861,584</b>	<b>\$ 941,054</b>	<b>\$ 880,317</b>	<b>\$ 917,616</b>	<b>\$ 917,616</b>	<b>\$ 917,616</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 6,349	\$ 9,600	\$ 8,669	\$ 9,600	\$ 9,600	\$ 9,600
52310 UTILITIES & COMMUNICATIONS	399,663	527,000	405,380	527,000	527,000	527,000
52410 PROFESSIONAL SERVICES	2,730	27,500	3,975	27,500	27,500	27,500
52510 OTHER SERVICES	95,567	286,450	449,632	166,200	166,200	166,200
52610 MAINT. & REPAIR SERVICE	180,407	273,150	167,063	306,050	306,050	306,050
52710 OPERATIONAL SERVICES	-	-	4,290	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 684,716</b>	<b>\$ 1,123,700</b>	<b>\$ 1,039,009</b>	<b>\$ 1,036,350</b>	<b>\$ 1,036,350</b>	<b>\$ 1,036,350</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 8,209	\$ 4,500	\$ 776	\$ 3,000	\$ 3,000	\$ 3,000
53210 JANITORIAL SUPPLIES	2,031	2,000	6,054	5,000	5,000	5,000
53310 GENERAL SUPPLIES	648,684	701,000	522,338	701,000	701,000	701,000
53410 TOOLS & EQUIPMENT	16,623	9,500	18,868	9,500	9,500	9,500
53510 FUEL	2,276	4,000	6,368	6,000	6,000	6,000
53610 MAINT. & REPAIR MATERIALS	124,602	128,000	97,577	126,000	126,000	126,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 802,425</b>	<b>\$ 849,000</b>	<b>\$ 651,981</b>	<b>\$ 850,500</b>	<b>\$ 850,500</b>	<b>\$ 850,500</b>
<b>CAPITAL OUTLAY</b>						
55940 MACHINERY & EQUIPMENT	\$ 68,102	\$ -	\$ 12,000	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 68,102</b>	<b>\$ -</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 2,416,827</b>	<b>\$ 2,913,754</b>	<b>\$ 2,583,307</b>	<b>\$ 2,804,466</b>	<b>\$ 2,804,466</b>	<b>\$ 2,804,466</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Water Operating Fund – Water Plant – Personnel and Capital Detail

**FUND 510 WATER  
 DEPT 720 WATER PLANT**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2018-19 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2019-20 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2019-20 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2020-21 BUDGETED NUMBER OF EMPLOYEES</b>
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	3	2	2
Senior Water Plant Operator	0	0	0	0
Water Plant Operator	6	5	6	6
Maintenance Worker	1	1	1	1
<b>TOTAL</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>

**CITY OF BARTLESVILLE**  
 2020-21 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.

- 2020 Accomplishments:
- Secured affordable pricing from the US Army Corps of Engineers for 1 million gallons a day of water storage rights at Copan Lake
  - Completed engineering design for WW reuse pump station and pipeline
  - Started Construction on water utility building renovation

- 2021 Objectives:
- 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.

<b>FUND 510 WATER DEPT 725 WATER ADMINISTRATION</b>				
2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$313,549	\$330,537	\$324,524	\$334,438	\$334,438

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**Water Operating Fund – Water Administration – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 176,331	\$ 183,000	\$ 185,679	\$ 188,000	\$ 188,000	\$ 188,000
51130 FICA	12,718	14,000	13,455	14,500	14,500	14,500
51140 GROUP INSURANCE	17,642	21,000	21,000	18,127	18,127	18,127
51150 DB RETIREMENT	35,883	36,000	35,276	38,000	38,000	38,000
51170 WORKER'S COMPENSATION	1,381	537	537	311	311	311
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 243,955</b>	<b>\$ 254,537</b>	<b>\$ 255,947</b>	<b>\$ 258,938</b>	<b>\$ 258,938</b>	<b>\$ 258,938</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 1,463	\$ 1,750	\$ 1,952	\$ 1,750	\$ 1,750	\$ 1,750
52310 UTILITIES & COMMUNICATIONS	8,762	10,500	9,409	10,500	10,500	10,500
52410 PROFESSIONAL SERVICES	46,571	46,750	42,000	46,750	46,750	46,750
52510 OTHER SERVICES	6,593	6,700	9,332	6,700	6,700	6,700
52610 MAINT. & REPAIR SERVICE	-	1,000	-	1,500	1,500	1,500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 63,389</b>	<b>\$ 66,700</b>	<b>\$ 62,693</b>	<b>\$ 67,200</b>	<b>\$ 67,200</b>	<b>\$ 67,200</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,724	\$ 3,850	\$ 1,591	\$ 2,500	\$ 2,500	\$ 2,500
53210 JANITORIAL SUPPLIES	1,343	1,800	1,206	1,800	1,800	1,800
53310 GENERAL SUPPLIES	2,498	2,500	2,141	2,500	2,500	2,500
53510 FUEL	490	650	946	1,000	1,000	1,000
53610 MAINT. & REPAIR MATERIALS	150	500	-	500	500	500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 6,205</b>	<b>\$ 9,300</b>	<b>\$ 5,884</b>	<b>\$ 8,300</b>	<b>\$ 8,300</b>	<b>\$ 8,300</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 313,549</b>	<b>\$ 330,537</b>	<b>\$ 324,524</b>	<b>\$ 334,438</b>	<b>\$ 334,438</b>	<b>\$ 334,438</b>

**CITY OF BARTLESVILLE**

2020-21 Operating Budget

Water Operating Fund – Water Administration – Personnel and Capital Detail

FUND 510 WATER  
DEPT 725 WATER ADMINISTRATION

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2018-19 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2019-20 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2019-20 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2020-21 BUDGETED NUMBER OF EMPLOYEES</b>
Water Utilities Director	1	1	1	1
Senior Administrative Assistant	1	1	1	1
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

# ***CITY OF BARTLESVILLE***

## **2020-21 Operating Budget**

### **Water Operating Fund – Water Distribution – Summary**

Department Mission: To maintain and monitor the City’s water distribution system and to provide field services necessary for the operation and billing of the water utility system as a whole.

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Department Description: The Water Distribution department is responsible for the maintenance and repair of the water distribution system of the City. It installs new service lines, constructs replacement lines and tests and repairs meters. It also conducts leak inspections, meter checks, connects and disconnects the City’s water customers, and reads water meters.

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2020 Accomplishments:

- Repaired 47 water main breaks ranging in size from 2” to 8”.
- Repaired 21 service line leaks.
- Installed 17 new water services.
- Replaced 129 water meters, 698 registers and 2349 nodes
- Completed 2,672 locate work orders
- Completed the flushing, of approximately 1,600 fire hydrants
- Installed approximately 700 feet of 6” water main on Penn between Frank Phillips and 5th.
- Replaced creek crossing structure on Rice Creek Road west of Silver Lake

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2021 Objectives:

- Continue to monitor and replace water mains nearing the end of their usable life.
- Complete the annual flushing and testing of fire hydrants
- Continue maintenance of AMI system to achieve 95% reporting on water meters
- Upgrade communication system for AMI network to 4G

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**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Water Operating Fund – Water Distribution – Summary  
 (continued)

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

<b>FUND 510 WATER DEPT 730 WATER DISTRIBUTION</b>				
<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$1,308,766</b>	<b>\$1,491,330</b>	<b>\$1,321,243</b>	<b>\$1,594,570</b>	<b>\$1,594,570</b>

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**Water Operating Fund – Water Distribution – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 682,864	\$ 741,000	\$ 598,665	\$ 848,579	\$ 848,579	\$ 848,579
51120 OVERTIME	24,770	36,000	27,943	36,000	36,000	36,000
51130 FICA	52,287	57,000	57,000	64,846	64,846	64,846
51140 GROUP INSURANCE	185,189	218,000	218,000	190,329	190,329	190,329
51150 DB RETIREMENT	70,731	53,000	55,191	57,100	57,100	57,100
51155 DC RETIREMENT	13,961	20,000	13,309	24,768	24,768	24,768
51170 WORKER'S COMPENSATION	-	19,330	19,330	11,198	11,198	11,198
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 1,029,802</b>	<b>\$ 1,144,330</b>	<b>\$ 989,438</b>	<b>\$ 1,232,820</b>	<b>\$ 1,232,820</b>	<b>\$ 1,232,820</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 10,528	\$ 14,000	\$ 14,153	\$ 14,000	\$ 14,000	\$ 14,000
52310 UTILITIES & COMMUNICATIONS	2,297	2,500	1,687	5,500	5,500	5,500
52410 PROFESSIONAL SERVICES	47,660	47,750	44,112	47,750	47,750	47,750
52510 OTHER SERVICES	7,745	6,000	16,948	6,000	6,000	6,000
52610 MAINT. & REPAIR SERVICE	8,020	13,000	19,742	20,000	20,000	20,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 76,250</b>	<b>\$ 83,250</b>	<b>\$ 96,642</b>	<b>\$ 93,250</b>	<b>\$ 93,250</b>	<b>\$ 93,250</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 4,354	\$ -	\$ 1,420	\$ 2,500	\$ 2,500	\$ 2,500
53210 JANITORIAL SUPPLIES	271	-	156	-	-	-
53310 GENERAL SUPPLIES	6,008	8,000	7,822	8,000	8,000	8,000
53410 TOOLS & EQUIPMENT	10,344	8,000	2,729	8,000	8,000	8,000
53510 FUEL	40,728	37,750	39,980	40,000	40,000	40,000
53610 MAINT. & REPAIR MATERIALS	138,673	210,000	183,056	210,000	210,000	210,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 200,378</b>	<b>\$ 263,750</b>	<b>\$ 235,163</b>	<b>\$ 268,500</b>	<b>\$ 268,500</b>	<b>\$ 268,500</b>
<b>CAPITAL OUTLAY</b>						
55960 VEHICLES & EQUIPMENT	\$ 2,336	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 2,336</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>						
	<b>\$ 1,308,766</b>	<b>\$ 1,491,330</b>	<b>\$ 1,321,243</b>	<b>\$ 1,594,570</b>	<b>\$ 1,594,570</b>	<b>\$ 1,594,570</b>

**CITY OF BARTLESVILLE**

2020-21 Operating Budget

Water Operating Fund – Water Distribution – Personnel and Capital Detail

FUND 510 WATER  
DEPT 730 WATER DISTRIBUTION

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2018-19 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2019-20 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2019-20 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2020-21 BUDGETED NUMBER OF EMPLOYEES</b>
Water/Wastewater Manager	0	0	0.5	1
Water Distribution Supervisor	0.5	0.5	1	1
Concrete Mason	0	0	0	0
Equip Operator Crew Leader	4	4	4	4
Equipment Operator	1	1	1	0
Senior Utility Service Coordinator	1	1	1	1
Water Utility Service Rep.	2	2	2	2
Meter Technician	2	2	2	3
Maintenance Worker	9	9	9	8
Administrative Assistant	1	1	1	1
<b>TOTAL</b>	<b>20.5</b>	<b>20.5</b>	<b>21.5</b>	<b>21</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Water Operating Fund – Transfers – Summary

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

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Department Description: The Transfers department is used to account for transfers out to other funds. These activities are generally non-departmental, and therefore utilize this department.

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2020 Accomplishments: N/A

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2021 Objectives: N/A

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Budget Highlights: The Water Fund has two transfers. The transfer to the General Fund is to assist in funding the general operations of the City of Bartlesville, and the transfer to the Health Insurance Fund is for the Water Fund’s portion of the amount necessary to establish the Health Insurance Fund.

<b>FUND 510 WATER DEPT 900 TRANSFERS</b>				
<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$1,949,377</b>	<b>\$2,095,829</b>	<b>\$2,095,829</b>	<b>\$2,238,997</b>	<b>\$2,238,997</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Water Operating Fund – Transfers – Line Item Detail

<b>TRANSFERS OUT</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
59101 GENERAL FUND	\$ 1,791,335	\$ 1,937,369	\$ 1,937,369	\$ 2,077,772	\$ 2,077,772	\$ 2,077,772
59663 AUTO COLLISION INSURANCE	25,000	25,000	25,000	25,000	25,000	25,000
59670 STABILIZATION RESERVE FUND	133,042	133,460	133,460	136,225	136,225	136,225
<b>TOTAL TRANSFERS</b>	<b>\$ 1,949,377</b>	<b>\$ 2,095,829</b>	<b>\$ 2,095,829</b>	<b>\$ 2,238,997</b>	<b>\$ 2,238,997</b>	<b>\$ 2,238,997</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,949,377</b>	<b>\$ 2,095,829</b>	<b>\$ 2,095,829</b>	<b>\$ 2,238,997</b>	<b>\$ 2,238,997</b>	<b>\$ 2,238,997</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Sanitation Operating Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Sanitation	\$ 2,865,470	\$ 2,998,045	\$ 2,874,543	\$ 2,947,604
Transfers Out:				
To General	1,289,941	1,382,871	1,382,871	1,472,219
To Auto Collision Insurance Fund	25,000	-	-	-
To Stabilization Reserve Fund	85,204	80,501	80,501	88,396
To Capital Reserve Fund	750,000	740,000	740,000	200,000
Reserves:				
Contingency	-	59,405	-	58,952
Compensated Absences Reserve	-	69,206	-	49,725
<b>Total Expenditures and Reserves</b>	<b><u>\$ 5,015,615</u></b>	<b><u>\$ 5,330,028</u></b>	<b><u>\$ 5,077,915</u></b>	<b><u>\$ 4,816,896</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Charges for Services	\$ 4,520,032	\$ 4,543,333	\$ 4,536,441	\$ 4,564,998
Interest and Investment Income	5,725	5,000	-	-
Donations and Miscellaneous	2,789	1,000	901	-
Fund Balance	1,262,667	772,933	800,816	260,243
<b>Total Available for Appropriation</b>	<b><u>\$ 5,791,213</u></b>	<b><u>\$ 5,322,266</u></b>	<b><u>\$ 5,338,158</u></b>	<b><u>\$ 4,825,241</u></b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Sanitation Operating Fund – Sanitation – Summary

Department Mission: To provide solid waste removal and disposal services to all citizens of Bartlesville and to provide for litter removal and street sweeping for all major streets and right-of way.

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Department Description: The Sanitation Department is responsible for collection and disposal for all solid waste generated within the City except for a small number of commercial customers serviced by private companies. The Department currently collects residential solid waste twice weekly and commercial solid waste from two to six times weekly, depending upon individual needs and the level of service desired. The Department also collects litter from the rights-of-way of major streets and residential and commercial alleys and is also responsible for street sweeping.

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- 2020 Accomplishments:
- Purchased new street sweepers and redesigned routes
  - Provided spring and fall curbside yard waste programs
  - Consulted with New Gen Solutions to conduct a customer service survey
  - Continued operation of a recycling drop off site
- 

- 2021 Objectives:
- Continue to provide residential and commercial collections
  - Participate in Operation Clean House
  - Continue providing auxiliary programs for our citizens
  - Improve efficiency of the City recycling program
- 

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

<b>FUND 511 SANITATION DEPT 750 SANITATION</b>				
2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$2,865,470	\$2,998,045	\$2,874,543	\$2,947,604	\$2,947,604

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**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**Sanitation Operating Fund – Sanitation – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 1,117,395	\$ 1,180,000	\$ 1,128,890	\$ 1,180,000	\$ 1,180,000	\$ 1,180,000
51120 OVERTIME	4,969	11,000	6,599	11,000	11,000	11,000
51130 FICA	81,895	92,000	82,760	91,000	91,000	91,000
51140 GROUP INSURANCE	218,984	322,000	322,000	280,962	280,962	280,962
51150 DB RETIREMENT	122,971	115,000	114,226	122,000	122,000	122,000
51155 DC RETIREMENT	20,513	26,000	20,297	24,000	24,000	24,000
51170 WORKER'S COMPENSATION	21,407	31,859	31,859	18,456	18,456	18,456
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 1,588,134</b>	<b>\$ 1,777,859</b>	<b>\$ 1,706,631</b>	<b>\$ 1,727,418</b>	<b>\$ 1,727,418</b>	<b>\$ 1,727,418</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 1,507	\$ 6,300	\$ 4,155	\$ 6,300	\$ 6,300	\$ 6,300
52310 UTILITIES & COMMUNICATIONS	4,921	7,200	5,996	7,200	7,200	7,200
52510 OTHER SERVICES	871,986	810,000	806,544	810,000	810,000	810,000
52610 MAINT. & REPAIR SERVICE	37,069	30,000	7,992	30,000	30,000	30,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 915,483</b>	<b>\$ 853,500</b>	<b>\$ 824,687</b>	<b>\$ 853,500</b>	<b>\$ 853,500</b>	<b>\$ 853,500</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,490	\$ 3,000	\$ 225	\$ 2,500	\$ 2,500	\$ 2,500
53210 JANITORIAL SUPPLIES	1,096	2,000	3,022	2,500	2,500	2,500
53310 GENERAL SUPPLIES	15,791	19,686	20,224	19,686	19,686	19,686
53410 TOOLS & EQUIPMENT	38,434	32,000	30,334	32,000	32,000	32,000
53510 FUEL	147,720	130,000	126,687	130,000	130,000	130,000
53610 MAINT. & REPAIR MATERIALS	157,322	180,000	162,733	180,000	180,000	180,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 361,853</b>	<b>\$ 366,686</b>	<b>\$ 343,225</b>	<b>\$ 366,686</b>	<b>\$ 366,686</b>	<b>\$ 366,686</b>
<b>TOTAL BUDGET</b>	<b>\$ 2,865,470</b>	<b>\$ 2,998,045</b>	<b>\$ 2,874,543</b>	<b>\$ 2,947,604</b>	<b>\$ 2,947,604</b>	<b>\$ 2,947,604</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Sanitation Operating Fund – Sanitation – Personnel and Capital Detail

**FUND 511 SANITATION  
 DEPT 750 SANITATION**

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2018-19 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2019-20 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2019-20 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2020-21 BUDGETED NUMBER OF EMPLOYEES</b>
Public Works Director	1	1	1	1
Sanitation Supervisor	1	1	1	1
Equipment Operator	2	2	2	2
Refuse Driver	11	11	11	9
Senior Administrative Assistant	1	1	1	1
Sanitation Maintenance Tech	1	1	1	1
Sanitation Collector	14	14	14	16
<b>TOTAL</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>31</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Sanitation Operating Fund – Transfers – Summary

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

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Department Description: The Transfers department is used to account for transfers out to other funds. These activities are generally non-departmental, and therefore utilize this department.

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2020 Accomplishments: N/A

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2021 Objectives: N/A

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Budget Highlights: The Sanitation Fund has two transfers. The transfer to the General Fund is to assist in funding the general operations of the City of Bartlesville, and the transfer to the Health Insurance Fund is for the Sanitation Fund’s portion of the amount necessary to establish the Health Insurance Fund.

<b>FUND 511 SANITATION DEPT 900 TRANSFERS</b>				
2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$2,150,145	\$2,203,372	\$2,203,372	\$1,760,615	\$1,760,615

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**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Sanitation Operating Fund – Transfers – Line Item Detail

<b>TRANSFERS OUT</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
59101 GENERAL FUND	\$ 1,289,941	\$ 1,382,871	\$ 1,382,871	\$ 1,472,219	\$ 1,472,219	\$ 1,472,219
59663 AUTO COLLISION INSURANCE	25,000	-	-	-	-	-
59670 STABILIZATION RESERVE FUND	85,204	80,501	80,501	88,396	88,396	88,396
59675 CAPITAL RESERVE FUND	750,000	740,000	740,000	200,000	200,000	200,000
<b>TOTAL TRANSFERS</b>	<u>\$ 2,150,145</u>	<u>\$ 2,203,372</u>	<u>\$ 2,203,372</u>	<u>\$ 1,760,615</u>	<u>\$ 1,760,615</u>	<u>\$ 1,760,615</u>
<b>TOTAL BUDGET</b>	<u>\$ 2,150,145</u>	<u>\$ 2,203,372</u>	<u>\$ 2,203,372</u>	<u>\$ 1,760,615</u>	<u>\$ 1,760,615</u>	<u>\$ 1,760,615</u>

**CITY OF BARTLESVILLE**

2020-21 Operating Budget

Adams Municipal Golf Course Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Golf Course	\$ 466,536	\$ 490,229	\$ 479,794	\$ 491,906
Reserves:      Contingency	-	9,415	-	9,838
Compensated Absences Reserve	-	4,238	-	6,003
<b>Total Expenditures and Reserves</b>	<b><u>\$ 466,536</u></b>	<b><u>\$ 503,882</u></b>	<b><u>\$ 479,794</u></b>	<b><u>\$ 507,747</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Charges for Services	\$ 295,124	\$ 299,500	\$ 310,232	\$ 314,700
Interest and Investment Income	341	-	-	-
Transfer In:      From General	<u>133,549</u>	<u>173,382</u>	<u>173,387</u>	<u>137,296</u>
Fund Balance	<u>35,967</u>	<u>33,155</u>	<u>51,926</u>	<u>55,751</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 464,981</u></b>	<b><u>\$ 506,037</u></b>	<b><u>\$ 535,545</u></b>	<b><u>\$ 507,747</u></b>

# ***CITY OF BARTLESVILLE***

## **2020-21 Operating Budget**

### **Adams Municipal Golf Course Fund – Golf Course – Summary**

**Department Mission:** To provide a top quality public golf course at competitive rates with all of the features and benefits of a full-service golf facility.

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**Department Description:** The Adams Municipal Golf Course is a full-service golf facility featuring an eighteen-hole course, driving range, pro shop, and cart rentals. The facility has a maintenance staff and a professional golf staff. Golf lessons and clinics are available to the public. This facility is operated by the City with the advice of the Adams Golf Course Operating Committee.

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**2020 Accomplishments:**

- Completed bunker renovation
- Added 4 additional tournaments to our schedule
- Promoted play through Facebook, website, email and text

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**2021 Objectives:**

- Continue promoting play via social media
- Continue fund raising efforts and strategy to rebuild greens
- Continue improving the rough

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**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**

<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$466,536</b>	<b>\$490,229</b>	<b>\$479,794</b>	<b>\$491,906</b>	<b>\$491,906</b>

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**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**Adams Municipal Golf Course Fund – Golf Course – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
51110 REGULAR SALARIES	\$ 153,823	\$ 159,000	\$ 160,138	\$ 162,000	\$ 162,000	\$ 162,000
51120 OVERTIME	314	1,000	250	1,000	1,000	1,000
51130 FICA	11,173	13,000	11,606	13,000	13,000	13,000
51140 GROUP INSURANCE	26,502	31,000	31,000	27,190	27,190	27,190
51150 DB RETIREMENT	31,274	30,000	30,442	33,000	33,000	33,000
51170 WORKER'S COMPENSATION	2,072	3,222	3,222	1,866	1,866	1,866
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 225,158</b>	<b>\$ 237,222</b>	<b>\$ 236,658</b>	<b>\$ 238,056</b>	<b>\$ 238,056</b>	<b>\$ 238,056</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 27,609	\$ 37,600	\$ 37,000	\$ 37,600	\$ 37,600	\$ 37,600
52310 UTILITIES & COMMUNICATIONS	16,346	21,200	17,424	21,200	21,200	21,200
52410 PROFESSIONAL SERVICES	82,068	85,807	93,650	93,650	86,650	86,650
52510 OTHER SERVICES	6,114	10,000	5,562	10,000	10,000	10,000
52610 MAINT. & REPAIR SERVICE	874	3,000	2,300	3,000	3,000	3,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 133,011</b>	<b>\$ 157,607</b>	<b>\$ 155,936</b>	<b>\$ 165,450</b>	<b>\$ 158,450</b>	<b>\$ 158,450</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 634	\$ 1,000	\$ 750	\$ 1,000	\$ 1,000	\$ 1,000
53210 JANITORIAL SUPPLIES	2,276	2,400	1,750	2,400	2,400	2,400
53310 GENERAL SUPPLIES	64,699	43,000	41,000	43,000	43,000	43,000
53410 TOOLS & EQUIPMENT	2,062	1,000	1,200	1,000	1,000	1,000
53510 FUEL	7,338	8,000	7,500	8,000	8,000	8,000
53610 MAINT. & REPAIR MATERIALS	31,358	40,000	35,000	40,000	40,000	40,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 108,367</b>	<b>\$ 95,400</b>	<b>\$ 87,200</b>	<b>\$ 95,400</b>	<b>\$ 95,400</b>	<b>\$ 95,400</b>
<b>TOTAL BUDGET</b>	<b>\$ 466,536</b>	<b>\$ 490,229</b>	<b>\$ 479,794</b>	<b>\$ 498,906</b>	<b>\$ 491,906</b>	<b>\$ 491,906</b>

**CITY OF BARTLESVILLE**

2020-21 Operating Budget

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

FUND 513 GOLF COURSE  
DEPT 445 GOLF COURSE

**PERSONNEL SCHEDULE**

<b>CLASSIFICATION</b>	<b>2018-19 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2019-20 BUDGETED NUMBER OF EMPLOYEES</b>	<b>2019-20 ACTUAL NUMBER OF EMPLOYEES</b>	<b>2020-21 BUDGETED NUMBER OF EMPLOYEES</b>
Golf Course Superintendent	1	1	1	1
Golf Course Supervisor	1	1	1	1
Maintenance Worker	1	1	1	1
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Sooner Pool Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Sooner Pool	\$ 60,735	\$ 47,590	\$ 39,228	\$ 47,590
Reserves:      Contingency	-	921	-	952
<b>Total Expenditures and Reserves</b>	<b>\$ 60,735</b>	<b>\$ 48,511</b>	<b>\$ 39,228</b>	<b>\$ 48,542</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ 85	\$ -	\$ -	\$ -
Transfer In:      From General	29,902	44,750	44,744	37,360
Fund Balance	36,045	3,792	5,666	11,182
<b>Total Available for Appropriation</b>	<b>\$ 66,032</b>	<b>\$ 48,542</b>	<b>\$ 50,410</b>	<b>\$ 48,542</b>

**CITY OF BARTLESVILLE**  
 2020-21 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.

- 2020 Accomplishments:
- Successfully negotiated a management agreement with the YMCA for the operation of Frontier and Sooner Swimming Pools for the Summer 2020 season
  - Replaced circulating pump
  - Rebuilt concession stand cabinets

- 2021 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.

<b>FUND 515 SOONER POOL DEPT 433 POOLS</b>				
<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$60,735</b>	<b>\$47,590</b>	<b>\$39,228</b>	<b>\$47,590</b>	<b>\$47,590</b>

**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**Sooner Pool Fund – Swimming Pool – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
52310 UTILITIES & COMMUNICATIONS	\$ 5,012	\$ 6,640	\$ 7,223	\$ 6,640	\$ 6,640	\$ 6,640
52410 PROFESSIONAL SERVICES	43,100	30,000	29,475	30,000	30,000	30,000
52510 OTHER SERVICES	75	300	342	300	300	300
52610 MAINT. & REPAIR SERVICE	773	400	68	400	400	400
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 48,960</b>	<b>\$ 37,340</b>	<b>\$ 37,108</b>	<b>\$ 37,340</b>	<b>\$ 37,340</b>	<b>\$ 37,340</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53310 GENERAL SUPPLIES	\$ 6,123	\$ 6,000	\$ 1,427	\$ 6,000	\$ 6,000	\$ 6,000
53410 TOOLS & EQUIPMENT	196	250	-	250	250	250
53610 MAINT. & REPAIR MATERIALS	5,456	4,000	693	4,000	4,000	4,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 11,775</b>	<b>\$ 10,250</b>	<b>\$ 2,120</b>	<b>\$ 10,250</b>	<b>\$ 10,250</b>	<b>\$ 10,250</b>
<b>TOTAL BUDGET</b>	<b>\$ 60,735</b>	<b>\$ 47,590</b>	<b>\$ 39,228</b>	<b>\$ 47,590</b>	<b>\$ 47,590</b>	<b>\$ 47,590</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Frontier Pool Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Frontier Pool	\$ 66,989	\$ 60,620	\$ 47,320	\$ 60,620
Reserves:      Contingency	-	1,175	-	1,212
<b>Total Expenditures and Reserves</b>	<b>\$ 66,989</b>	<b>\$ 61,795</b>	<b>\$ 47,320</b>	<b>\$ 61,832</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ 190	\$ -	\$ -	\$ -
Transfer In:      From General	40,820	49,681	49,677	35,806
Fund Balance	49,154	12,151	23,669	26,026
<b>Total Available for Appropriation</b>	<b>\$ 90,164</b>	<b>\$ 61,832</b>	<b>\$ 73,346</b>	<b>\$ 61,832</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Frontier Pool Fund – Swimming Pool – Summary

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

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

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2020 Accomplishments:
 

- Successfully negotiated a management agreement with the YMCA for the operation of Frontier and Sooner Swimming Pools for the Summer 2020 season

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2021 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

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

<b>FUND 516 FRONTIER POOL DEPT 432 POOLS</b>				
2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$66,989	\$60,620	\$47,320	\$60,620	\$60,620

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**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**Frontier Pool Fund – Swimming Pool – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
52310 UTILITIES & COMMUNICATIONS	\$ 11,344	\$ 13,865	\$ 14,063	\$ 13,865	\$ 13,865	\$ 13,865
52410 PROFESSIONAL SERVICES	48,600	35,500	29,475	35,500	35,500	35,500
52510 OTHER SERVICES	-	300	485	300	300	300
52610 MAINT. & REPAIR SERVICE	413	400	-	400	400	400
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 60,357</b>	<b>\$ 50,065</b>	<b>\$ 44,023</b>	<b>\$ 50,065</b>	<b>\$ 50,065</b>	<b>\$ 50,065</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53310 GENERAL SUPPLIES	\$ 4,416	\$ 6,305	\$ 2,388	\$ 6,305	\$ 6,305	\$ 6,305
53410 TOOLS & EQUIPMENT	(57)	250	-	250	250	250
53610 MAINT. & REPAIR MATERIALS	2,273	4,000	909	4,000	4,000	4,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 6,632</b>	<b>\$ 10,555</b>	<b>\$ 3,297</b>	<b>\$ 10,555</b>	<b>\$ 10,555</b>	<b>\$ 10,555</b>
<b>TOTAL BUDGET</b>	<b>\$ 66,989</b>	<b>\$ 60,620</b>	<b>\$ 47,320</b>	<b>\$ 60,620</b>	<b>\$ 60,620</b>	<b>\$ 60,620</b>

**INTERNAL SERVICE FUNDS**



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**CITY OF BARTLESVILLE**  
**2020-21 Operating Budget**  
**Internal Service Funds – Summary by Fund or Source**

**Expenditures and Reserves**

<b>EXPENDITURES BY FUND</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Workers' Compensation	\$ 280,375	\$ 425,000	\$ 122,914	\$ 425,000
Health Insurance	3,162,576	4,227,455	3,634,672	3,933,182
Auto Collision Insurance	38,582	337,407	23,331	337,407
Stabilization Reserve	-	7,508,884	-	8,299,745
Capital Reserve	1,425,107	18,413,800	5,194,468	15,823,400
<b>Total Expenditures and Reserves</b>	<b><u>\$ 4,906,640</u></b>	<b><u>\$ 30,912,546</u></b>	<b><u>\$ 8,975,385</u></b>	<b><u>\$ 28,818,734</u></b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ 3,857	\$ 6,100	\$ 5,100	\$ 2,500
Donations and Miscellaneous	-	-	47,013	-
Employee Contributions	386,672	395,000	429,000	429,000
Retiree Contributions	281,317	185,000	145,000	145,000
Contributions from Operating Departments	242,046	258,991	258,991	150,966
Reimbursement of Operations	2,385,106	2,838,412	2,838,412	2,519,598
Reimbursement by Contract	-	300,000	411,029	300,000
Wastewater capital investment fee	1,894,537	1,914,697	2,075,050	2,100,000
Water capital investment fee	1,040,901	1,082,009	957,280	1,050,000
Debt proceeds	-	8,500,000	-	8,500,000
Transfers In: General Fund	746,899	846,846	846,846	698,295
Wastewater	111,503	113,230	113,230	117,945
Water	208,042	201,879	201,879	211,225
Sanitation	860,204	820,501	820,501	288,396
Fund Balance	14,481,682	17,313,721	18,048,684	18,234,630
<b>Total Available for Appropriation</b>	<b><u>\$ 22,642,766</u></b>	<b><u>\$ 34,776,386</u></b>	<b><u>\$ 27,198,015</u></b>	<b><u>\$ 34,747,555</u></b>

**CITY OF BARTLESVILLE**  
2020-21 Operating Budget  
Worker’s Compensation Fund– Summary

Fund Mission: N/A

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Fund Description: The Worker’s Compensation Fund was established to account for the disbursement of funds to pay the City’s workman’s compensation claims. The City is self insured and holds no workman’s compensation policy, preferring to be “own-risk” insured.

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2020 Accomplishments: N/A

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2021 Objectives: N/A

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Budget Highlights: The only expenditures in this fund are workman’s compensation claims and administrative fees that are paid from the General Services Department.

**CITY OF BARTLESVILLE**

2020-21 Operating Budget

Worker's Compensation Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Work Comp Claims	\$ 280,375	\$ 400,000	\$ 89,901	\$ 400,000
Administration	-	25,000	33,013	25,000
<b>Total Expenditures</b>	<b>\$ 280,375</b>	<b>\$ 425,000</b>	<b>\$ 122,914</b>	<b>\$ 425,000</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ 857	\$ 1,000	\$ -	\$ -
Donations and Miscellaneous	-	-	9,803	-
Contributions from Operating Departments	242,046	258,991	258,991	150,966
Fund Balance	164,286	165,009	128,154	274,034
<b>Total Available for Appropriation</b>	<b>\$ 407,189</b>	<b>\$ 425,000</b>	<b>\$ 396,948</b>	<b>\$ 425,000</b>

***CITY OF BARTLESVILLE***  
2020-21 Operating Budget  
Health Insurance Fund– Summary

Fund Mission: N/A

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Fund Description: The Health Insurance Fund was established to account for the receipt and disbursement of funds related to the City’s health insurance claims. The City is self-insured and holds only a stop loss health insurance policy that prevents individual claims from exceeding \$75,000.

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2020 Accomplishments: N/A

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2021 Objectives: N/A

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Budget Highlights: The only expenditures in this fund are health insurance claims and administrative fees that are paid from the General Services Department.

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Health Insurance Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Medical/Dental Claims	\$ 2,547,150	\$ 3,493,695	\$ 2,899,438	\$ 3,180,000
Administration and Consultant Fees	615,426	733,760	735,234	753,182
<b>Total Expenditures</b>	<b><u>\$ 3,162,576</u></b>	<b><u>\$ 4,227,455</u></b>	<b><u>\$ 3,634,672</u></b>	<b><u>\$ 3,933,182</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Employee Contributions	\$ 386,672	\$ 395,000	\$ 429,000	\$ 429,000
Retiree Contributions	281,317	185,000	145,000	145,000
Investment Earnings	3,000	5,100	5,100	2,500
Reimbursement of Operations	2,385,106	2,838,412	2,838,412	2,519,598
Reimbursement by Contract	-	300,000	411,029	300,000
Fund Balance	458,785	503,943	343,215	537,084
<b>Total Available for Appropriation</b>	<b><u>\$ 3,514,880</u></b>	<b><u>\$ 4,227,455</u></b>	<b><u>\$ 4,171,756</u></b>	<b><u>\$ 3,933,182</u></b>

**CITY OF BARTLESVILLE**  
2020-21 Operating Budget  
Auto Collision Insurance Fund– Summary

Fund Mission: N/A

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

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2020 Accomplishments: N/A

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2021 Objectives: N/A

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

**CITY OF BARTLESVILLE**

2020-21 Operating Budget

Auto Collision Insurance Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Auto Collision Claims	\$ 38,582	\$ 337,407	\$ 23,331	\$ 337,407
Total Expenditures	<b>\$ 38,582</b>	<b>\$ 337,407</b>	<b>\$ 23,331</b>	<b>\$ 337,407</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Donations and Miscellaneous	\$ -	\$ -	\$ 37,210	\$ -
Transfers In: General Fund	25,000	25,000	25,000	25,000
Wastewater	25,000	25,000	25,000	25,000
Water	25,000	25,000	25,000	25,000
Sanitation	25,000	-	-	-
Fund Balance	186,874	262,407	248,292	337,171
<b>Total Available for Appropriation</b>	<b>\$ 286,874</b>	<b>\$ 337,407</b>	<b>\$ 360,502</b>	<b>\$ 412,171</b>

**CITY OF BARTLESVILLE**  
2020-21 Operating Budget  
Stabilization Reserve Fund– Summary

Fund Mission: N/A

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

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2020 Accomplishments: N/A

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2021 Objectives: N/A

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

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Stabilization Reserve Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
General Fund Reserve	\$ -	\$ 4,429,115	\$ -	\$ 4,902,410
Wastewater Fund Reserve	-	798,316	-	891,261
Water Fund Reserve	-	1,375,067	-	1,511,292
Sanitation Fund Reserve	-	906,386	-	994,782
Total Expenditures and Reserves	<u>\$ -</u>	<u>\$ 7,508,884</u>	<u>\$ -</u>	<u>\$ 8,299,745</u>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Transfers In: General Fund	\$ 441,899	\$ 471,846	\$ 471,846	\$ 473,295
Wastewater	86,503	88,230	88,230	92,945
Water	133,042	126,879	126,879	136,225
Sanitation	<u>85,204</u>	<u>80,501</u>	<u>80,501</u>	<u>88,396</u>
Fund Balance	<u>5,998,580</u>	<u>6,741,428</u>	<u>6,741,428</u>	<u>7,508,884</u>
<b>Total Available for Appropriation</b>	<u><b>\$ 6,745,228</b></u>	<u><b>\$ 7,508,884</b></u>	<u><b>\$ 7,508,884</b></u>	<u><b>\$ 8,299,745</b></u>

***CITY OF BARTLESVILLE***  
2020-21 Operating Budget  
Capital Reserve Fund– Summary

Fund Mission: N/A

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

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2020 Accomplishments: N/A

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2021 Objectives: N/A

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

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Capital Reserve Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
General	\$ 402,239	\$ 436,300	\$ 495,257	\$ 243,400
Wastewater	551,086	3,342,500	806,549	3,525,000
Water	290,840	12,610,000	2,273,237	11,560,000
Sanitation	180,942	2,025,000	1,619,425	495,000
Total Expenditures	<u>\$ 1,425,107</u>	<u>\$ 18,413,800</u>	<u>\$ 5,194,468</u>	<u>\$ 15,823,400</u>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Wastewater capital investment fee	\$ 1,894,537	\$ 1,914,697	\$ 2,075,050	\$ 2,100,000
Water capital investment fee	1,040,901	1,082,009	957,280	1,050,000
Grant	35,934	-	12,000	-
Debt proceeds	-	8,500,000	-	8,500,000
Transfers In:    General	280,000	350,000	350,000	200,000
Wastewater	-	-	-	-
Water	50,000	50,000	50,000	50,000
Sanitation	750,000	740,000	740,000	200,000
Fund Balance	<u>7,673,157</u>	<u>9,640,934</u>	<u>10,587,595</u>	<u>9,577,457</u>
Total Available for Appropriation	<u>\$ 11,724,529</u>	<u>\$ 22,277,640</u>	<u>\$ 14,771,925</u>	<u>\$ 21,677,457</u>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Capital Reserve Fund Capital Outlay Detail

*Capital Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
155	N/A	Two Small SUV's	\$ -	\$ 35,000	\$ 32,894	\$ -
170	13043	ERP Final Phase	59,720	-	5,924	-
170	19009	Tyler Doc Mgmt (25% - replace Fortis)	2,875	-	1,925	-
170	N/A	City APP Development	-	-	-	10,000
170	19011	Tyler Incode Court (replace Sleuth)	16,296	-	84,403	-
185	N/A	Replace PC's and Updat MS Ofiice	-	38,500	33,596	49,400
185	18025	Replace UPS Units for Servers	-	-	-	-
185	New	Data Cntr, Sql Lic & User CAL Lic Upgrade	-	54,800	54,680	-
185	N/A	Microsoft Upgrade(New World)	-	-	-	30,000
185	N/A	Patrol Car Laptop Replacement (50%)	120,000	-	-	-
190	17025	1/2 Ton Regular Cab 4x4 Pickup	23,450	-	-	-
250	N/A	AWD SUV 4X4	-	20,000	20,000	-
270	N/A	Police Vehicle	-	30,000	17,825	-
270	18034	Replacement of Tasers (5 yr capital lease)	15,600	16,000	15,600	16,000
270	19031	Body Worn Camera	-	165,000	177,575	-
328		Truck	62,540	-	-	-
328		Compact Loader	33,485	-	-	-
328	19012	Impv to Turn Lane at Eastland shopping Cent	-	-	-	113,000

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Capital Reserve Fund Capital Outlay Detail  
 (continued)

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
431	N/A	Brush Chipper	35,934	-	-	-
431	N/A	6-Foot Deck Mower	-	25,000	-	25,000
431	N/A	Civitan Shade Structure Replace Fabric	-	19,000	13,992	-
432	N/A	Pool Vacuums Frontier and Sooner	-	10,000	10,000	-
445	N/A	Sprayer	23,439	-	-	-
445	N/A	Golf Course VFD	-	-	4,343	-
445	19013	Golf Maintenance Building Roof Repair	8,900	-	-	-
445	N/A	Pull Behind Rough Mower	-	23,000	22,500	-
		<b>Total General Fund</b>	<b>402,239</b>	<b>436,300</b>	<b>495,257</b>	<b>243,400</b>
710	17042	Replace Lift Station Telemetry (SCADA)	2,710	50,000	201,487	100,000
710	18037	3/4 ton Truck with Utility Bed	37,485	-	-	-
710	18038	Replace Truck Mounted Utility Crane	115,495	-	-	-
710	18039	Engin & Design for WWTP & Water reuse	101,150	3,000,000	-	3,000,000
710	N/A	Replace Pump #2 at Virginia	15,231	-	-	-
710	N/A	Replace pumps at Hughes Fisher	-	-	-	-
710	N/A	Replace Tractor for application of biosolides	-	170,000	-	170,000
710	N/A	Replace trailer for application of biosolids	59,908	-	-	-
710	N/A	1/2 Ton Regular Cab Pickup (4x4)	-	-	-	30,000
		<b>Total Wastewater Plant</b>	<b>331,979</b>	<b>3,220,000</b>	<b>201,487</b>	<b>3,300,000</b>
715	13099	ERP System (25% of total)	99,482	-	-	-
715	18040	1 Ton Repair Truck with Flat Bed	33,369	-	-	-
715	19014	Harvard Sewer Rehab Phase II	135	7,500	553,137	-
715	19009	Tyler Utility Billing (33% of total)	-	65,000	1,925	-
715	N/A	Tyler Doc Mgmt (25% - replace Fortis)	4,375	-	-	-
715	N/A	Replace Mini-Excavator	81,746	-	-	-
715	N/A	Replace Camera and Transporter	-	50,000	50,000	-
715	N/A	Maple Lift Station and FM design	-	-	-	200,000
715	N/A	Replace Sewer Lines in-house (materials on	-	-	-	25,000
		<b>Total Wastewater Maintenance</b>	<b>219,107</b>	<b>122,500</b>	<b>605,062</b>	<b>225,000</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Capital Reserve Fund Capital Outlay Detail  
 (continued)

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
720	18041	1 Ton Truck with Utility Bed and Crane	41,703	-	-	-
720	19015	Engineering Design for WW Reuse	70,000	-	-	-
720	N/A	Zero Turn Mower (54")	7,519	-	-	-
720	N/A	1/2 ton Truck	-	-	-	25,000
720	19016	Pump Station and Force Main for WW Reus	-	9,000,000	260,939	9,000,000
720		PLC Replacement - Pump Stations	-	100,000	-	50,000
720		SUV	-	25,000	25,000	-
720		Server Replacement	-	100,000	50,000	10,000
		<b>Total Water Plant</b>	<b>119,222</b>	<b>9,225,000</b>	<b>335,939</b>	<b>9,085,000</b>
725	19009	Tyler Utility Billing (33% of total)	-	65,000	1,925	-
725	N/A	Tyler Doc Mgmt (25% - replace Fortis)	4,375	-	-	-
725	13104	ERP System (25% of total)	62,946	-	-	-
725	N/A	Replace Truck Shed	-	-	-	225,000
725		Renovate and Expand Water Utilities Buildin	-	1,500,000	1,553,498	-
		<b>Total Water Administration</b>	<b>67,321</b>	<b>1,565,000</b>	<b>1,555,423</b>	<b>225,000</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Capital Reserve Fund Capital Outlay Detail  
 (continued)

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
730	18048	1/2 ton truck with Utility Bed	29,571	-	-	-
730	N/A	Replace Water Lines in-House (material only)	-	50,000	20,000	-
730	19017	20" Water Line (FPB, Silver Lake to Highway	-	1,650,000	139,862	1,850,000
730		Mini Excavator	-	80,000	25,613	-
730		1-ton truck with Dump Bed	-	40,000	78,405	-
730	N/A	Dump Truck (10 wheel)	-	-	117,995	-
730	N/A	Replace Locator	-	-	-	-
730	N/A	Ditch Witch	4,626	-	-	-
730	N/A	Soil Conditioner	70,100	-	-	-
730	N/A	Replace Water Lines in-House (material only)	-	-	-	100,000
730	N/A	Mueller Communication Upgrade	-	-	-	225,000
730	N/A	1-ton truck with flatbed dump	-	-	-	40,000
730	N/A	3/4 ton extended cab 4x4	-	-	-	35,000
		<b>Total Water Distribution</b>	<b>104,297</b>	<b>1,820,000</b>	<b>381,875</b>	<b>2,250,000</b>
750	13109	ERP System (25% of total)	176,567	-	-	-
750	N/A	Tyler Doc Mgmt (25% - replace Fortis)	4,375	-	-	-
750	19009	Tyler Utility Billing (33% of total)	-	65,000	1,925	-
750	N/A	Automated Refuse Truck	-	1,300,000	1,209,500	-
750	N/A	Street Sweeper	-	500,000	408,000	-
750	N/A	Grappler Loader Truck	-	160,000	-	160,000
750	N/A	2 Rear Load Refuse Trucks	-	-	-	300,000
750		Half Ton Pickup	-	-	-	35,000
		<b>Total Sanitation</b>	<b>180,942</b>	<b>2,025,000</b>	<b>1,619,425</b>	<b>495,000</b>
<b>TOTAL</b>			<b>\$ 1,425,107</b>	<b>\$ 18,413,800</b>	<b>\$ 5,194,468</b>	<b>\$ 15,823,400</b>

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**FIDUCIARY FUNDS**



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**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Mausoleum Endowment Fund – Summary

Fund Mission: To provide the appropriate level of fiduciary care relating to the investment and expenditure of the trust fund, and to provide for maintenance and improvement of the mausoleum.

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Fund Description: The Mausoleum Endowment Fund was established to account for funds that were already on deposit for the care and improvement of the mausoleum when the City took possession of it.

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2020 Accomplishments: • No projects were scheduled

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2021 Objectives: • Make masonry repairs to exterior of the Mausoleum

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Budget Highlights: The only budget expenditures in this fund are for miscellaneous improvements to the mausoleum.

<b>FUND 773 MAUSOLEUM TRUST DEPT 173 MAUSOLEUM</b>				
2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$0	\$6,016	\$0	\$8,323	\$8,323

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**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Mausoleum Endowment Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Mausoleum	\$ -	\$ 6,016	\$ -	\$ 8,323
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 6,016</b>	<b>\$ -</b>	<b>\$ 8,323</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Interest and Investment Income	\$ 81	\$ -	\$ 86	\$ -
Fund Balance	8,018	8,104	8,237	8,323
<b>Total Available for Appropriation</b>	<b>\$ 8,099</b>	<b>\$ 8,104</b>	<b>\$ 8,323</b>	<b>\$ 8,323</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Mausoleum Endowment Fund – Line Item Detail

<i>MATERIALS &amp; SUPPLIES</i>	<i>2018-19 ACTUAL</i>	<i>2019-20 BUDGET</i>	<i>2019-20 ESTIMATE</i>	<i>2020-21 REQUEST</i>	<i>CITY MGR REC</i>	<i>2020-21 APPROVED</i>
53610 MAINT. & REPAIR MATERIALS	\$ -	\$ 6,016	\$ -	\$ 8,323	\$ 8,323	\$ 8,323
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<u>\$ -</u>	<u>\$ 6,016</u>	<u>\$ -</u>	<u>\$ 8,323</u>	<u>\$ 8,323</u>	<u>\$ 8,323</u>
<b>TOTAL BUDGET</b>	<u>\$ -</u>	<u>\$ 6,016</u>	<u>\$ -</u>	<u>\$ 8,323</u>	<u>\$ 8,323</u>	<u>\$ 8,323</u>

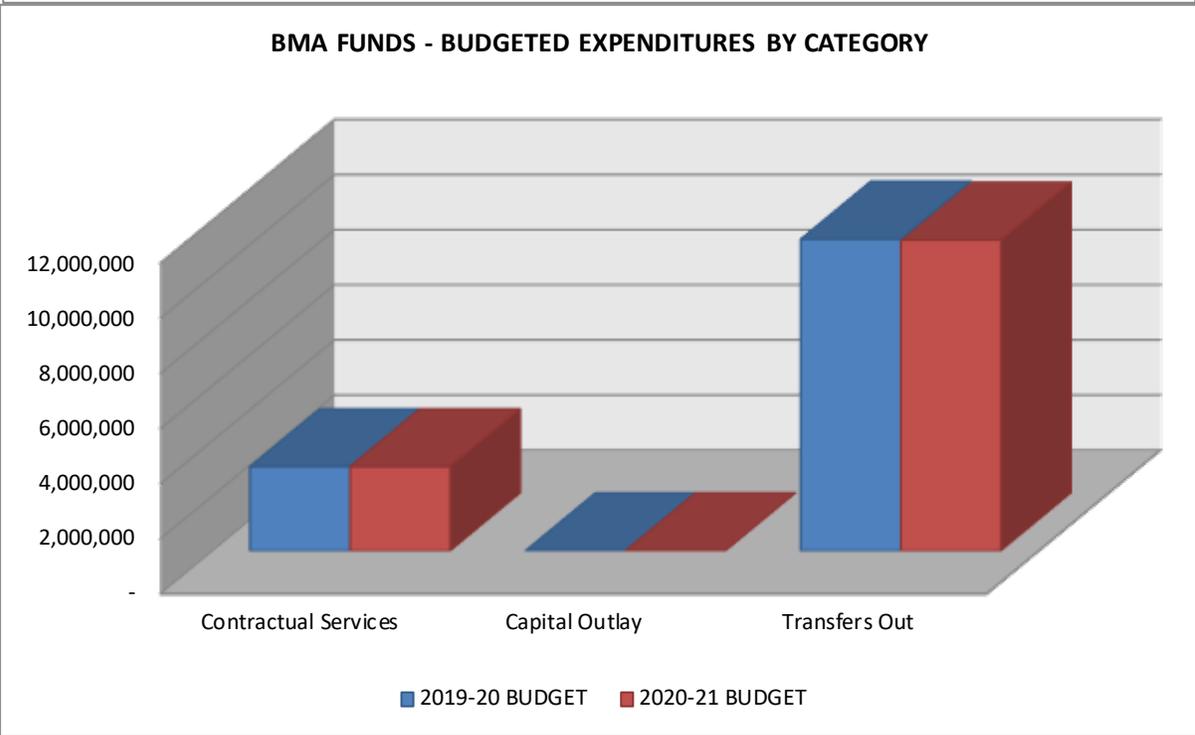
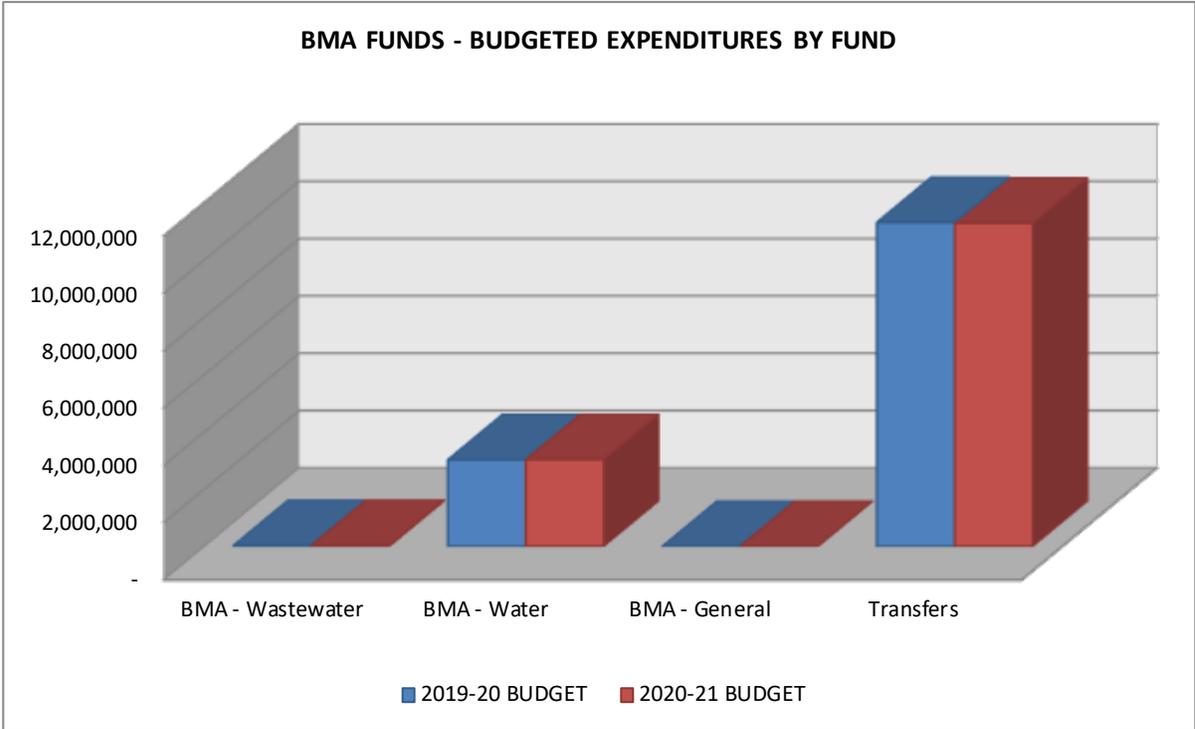
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**BARTLESVILLE MUNICIPAL  
AUTHORITY FUNDS**

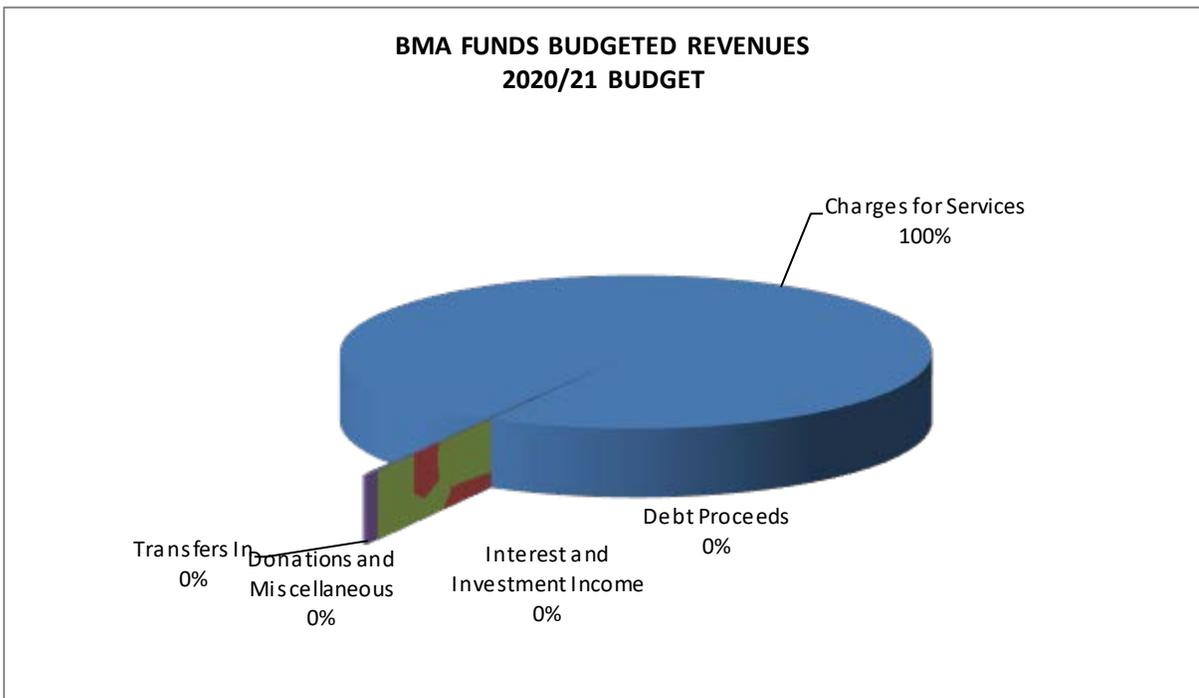
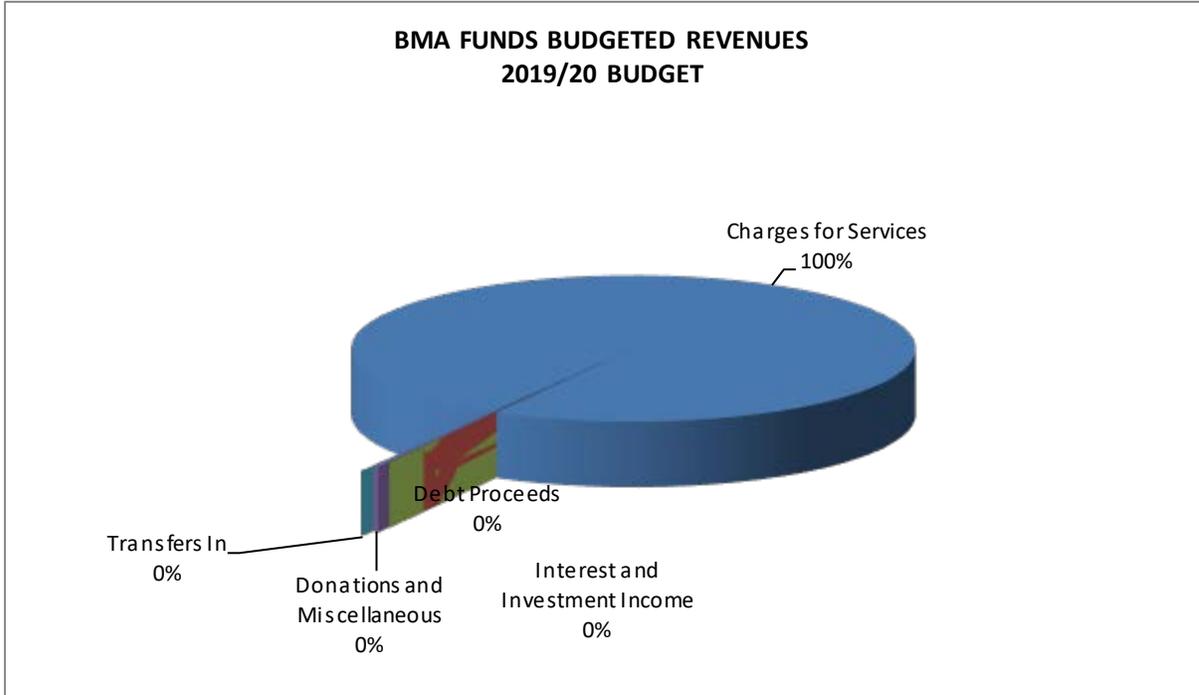


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**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Bartlesville Municipal Authority Funds – Expenditure Graphs



**CITY OF BARTLESVILLE**  
2020-21 Operating Budget  
Bartlesville Municipal Authority Funds – Revenue Graphs



**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 Bartlesville Municipal Authority – Summary by Fund or Source

*Expenditures and Reserves*

<b>EXPENDITURES BY FUND</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
BMA - Wastewater	\$ 29,658	\$ 29,500	\$ 28,430	\$ 29,000
BMA - Water	3,002,741	3,026,000	3,026,000	3,026,408
Transfers to: Wastewater Operating	4,097,567	4,520,780	4,577,622	4,824,591
Water Operating	<u>6,137,691</u>	<u>6,789,324</u>	<u>6,737,055</u>	<u>6,453,922</u>
<b>Total Expenditures</b>	<b><u>\$ 13,267,657</u></b>	<b><u>\$ 14,365,604</u></b>	<b><u>\$ 14,369,107</u></b>	<b><u>\$ 14,333,921</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Charges for Services	\$ 13,910,603	\$ 13,985,078	\$ 13,801,493	\$ 14,504,313
Interest and Investment Income	3,654	-	-	-
Donations and Miscellaneous	<u>42,873</u>	<u>40,400</u>	<u>58,369</u>	<u>30,300</u>
Fund Balance	<u>1,013,135</u>	<u>945,081</u>	<u>1,694,972</u>	<u>1,185,727</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 14,970,265</u></b>	<b><u>\$ 14,970,559</u></b>	<b><u>\$ 15,554,834</u></b>	<b><u>\$ 15,720,340</u></b>

**CITY OF BARTLESVILLE**

2020-21 Operating Budget

Bartlesville Municipal Authority – Expenditure Summary by Line Item

<b>CONTRACTUAL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
52210 FINANCIAL SERVICES	\$ 1,976	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
52220 BAD DEBT WRITE-OFFS	3,748	-	-	-	-	-
52910 DEBT SERVICE - INTEREST	1,387,078	1,350,500	1,349,805	1,301,000	1,301,000	1,301,000
52911 DEBT SERVICE - PRINCIPAL	1,639,597	1,700,000	1,699,625	1,749,408	1,749,408	1,749,408
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 3,032,399</b>	<b>\$ 3,055,500</b>	<b>\$ 3,054,430</b>	<b>\$ 3,055,408</b>	<b>\$ 3,055,408</b>	<b>\$ 3,055,408</b>
<b>TRANSFERS OUT</b>						
59509 WASTEWATER OPERATING	\$ 4,097,567	\$ 4,520,780	\$ 4,577,622	\$ 4,814,191	\$ 4,824,591	\$ 4,824,591
59510 WATER OPERATING	6,137,691	6,789,324	6,737,055	6,453,922	6,453,922	6,453,922
<b>TOTAL TRANSFERS</b>	<b>\$10,235,258</b>	<b>\$11,310,104</b>	<b>\$11,314,677</b>	<b>\$11,268,113</b>	<b>\$11,278,513</b>	<b>\$11,278,513</b>
<b>TOTAL BUDGET</b>	<b>\$13,267,657</b>	<b>\$14,365,604</b>	<b>\$14,369,107</b>	<b>\$14,323,521</b>	<b>\$14,333,921</b>	<b>\$14,333,921</b>

**CITY OF BARTLESVILLE**  
 2020-21 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.

2020 Accomplishments: N/A

2021 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**

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$29,658	\$29,500	\$28,430	\$29,000	\$29,000

**FUND 710 BMA - WASTEWATER  
 DEPT 900 TRANSFERS**

2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATE	2020-21 CITY MGR RECOMMENDS	2020-21 APPROVED BUDGET
\$4,097,567	\$4,520,780	\$4,577,622	\$4,824,591	\$4,824,591

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 BMA Wastewater Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
BMA Wastewater Operating	\$ 29,658	\$ 29,500	\$ 28,430	\$ 29,000
Transfers Out: To Wastewater <sup>1</sup>	<u>4,097,567</u>	<u>4,520,780</u>	<u>4,577,622</u>	<u>4,824,591</u>
<b>Total Expenditures</b>	<b><u>\$ 4,127,225</u></b>	<b><u>\$ 4,550,280</u></b>	<b><u>\$ 4,606,052</u></b>	<b><u>\$ 4,853,591</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Charges for Services	\$ 4,387,758	\$ 4,452,797	\$ 4,551,341	\$ 4,828,725
Donations and Miscellaneous	<u>42,873</u>	<u>40,400</u>	<u>58,369</u>	<u>30,300</u>
Fund Balance	<u>96,902</u>	<u>143,735</u>	<u>404,283</u>	<u>407,941</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 4,527,533</u></b>	<b><u>\$ 4,636,932</u></b>	<b><u>\$ 5,013,993</u></b>	<b><u>\$ 5,266,966</u></b>

**CITY OF BARTLESVILLE**

2020-21 Operating Budget

BMA Wastewater Fund – BMA Wastewater Operating – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
52220 BAD DEBT WRITE-OFFS	\$ 1,087	\$ -	\$ -	\$ -	\$ -	\$ -
52910 DEBT SERVICE - INTEREST	946	1,500	805	1,000	1,000	1,000
52911 DEBT SERVICE - PRINCIPAL	27,625	28,000	27,625	28,000	28,000	28,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 29,658</b>	<b>\$ 29,500</b>	<b>\$ 28,430</b>	<b>\$ 29,000</b>	<b>\$ 29,000</b>	<b>\$ 29,000</b>
<b>TOTAL BUDGET</b>	<b>\$ 29,658</b>	<b>\$ 29,500</b>	<b>\$ 28,430</b>	<b>\$ 29,000</b>	<b>\$ 29,000</b>	<b>\$ 29,000</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 BMA Wastewater Fund – Transfers – Line Item Detail

<b>TRANSFERS OUT</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
59509 WASTEWATER OPERATING	\$ 4,097,567	\$ 4,520,780	\$ 4,577,622	\$ 4,814,191	\$ 4,824,591	\$ 4,824,591
<b>TOTAL TRANSFERS</b>	<u>\$ 4,097,567</u>	<u>\$ 4,520,780</u>	<u>\$ 4,577,622</u>	<u>\$ 4,814,191</u>	<u>\$ 4,824,591</u>	<u>\$ 4,824,591</u>
<b>TOTAL BUDGET</b>	<u>\$ 4,097,567</u>	<u>\$ 4,520,780</u>	<u>\$ 4,577,622</u>	<u>\$ 4,814,191</u>	<u>\$ 4,824,591</u>	<u>\$ 4,824,591</u>

**CITY OF BARTLESVILLE**

2020-21 Operating Budget  
BMA Water Fund – Summary

Fund Mission: N/A

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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.

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2020 Accomplishments: N/A

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2021 Objectives: N/A

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Budget Highlights: The major expenditures in this fund are debt service payments and transfers. The transfer to the Water Fund is to fund the operating costs of the water utility. The transfer to the Health Insurance Fund is to help fund the initial reserve required to become a self insured entity.

<b>FUND 715 BMA - WATER DEPT 740 BMA - WATER OPERATING</b>				
<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
\$3,002,741	\$3,026,000	\$3,026,000	\$3,026,408	\$3,026,408

***CITY OF BARTLESVILLE***

2020-21 Operating Budget  
BMA Water Fund – Summary  
(continued)

**FUND 715 BMA - WATER  
DEPT 900 TRANSFERS**

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<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 CITY MGR RECOMMENDS</b>	<b>2020-21 APPROVED BUDGET</b>
<b>\$6,137,691</b>	<b>\$6,789,324</b>	<b>\$6,737,055</b>	<b>\$6,453,922</b>	<b>\$6,453,922</b>

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**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 BMA Water Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
BMA - Water Operating	\$ 3,002,741	\$ 3,026,000	\$ 3,026,000	\$ 3,026,408
Transfers Out: To Water	<u>6,137,691</u>	<u>6,789,324</u>	<u>6,737,055</u>	<u>6,453,922</u>
<b>Total Expenditures</b>	<b><u>\$ 9,140,432</u></b>	<b><u>\$ 9,815,324</u></b>	<b><u>\$ 9,763,055</u></b>	<b><u>\$ 9,480,330</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 BUDGET</b>
Charges for Services	\$ 9,522,845	\$ 9,532,281	\$ 9,250,152	\$ 9,675,588
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>777,786</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 10,442,732</u></b>	<b><u>\$ 10,333,627</u></b>	<b><u>\$ 10,540,841</u></b>	<b><u>\$ 10,453,374</u></b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 BMA Water Fund – BMA Water Operating – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
52210 FINANCIAL SERVICES	\$ 1,976	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
52220 BAD DEBT WRITE-OFFS	2,661	-	-	-	-	-
52910 DEBT SERVICE - INTEREST	1,386,132	1,349,000	1,349,000	1,300,000	1,300,000	1,300,000
52911 DEBT SERVICE - PRINCIPAL	1,611,972	1,672,000	1,672,000	1,721,408	1,721,408	1,721,408
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 3,002,741</b>	<b>\$ 3,026,000</b>	<b>\$ 3,026,000</b>	<b>\$ 3,026,408</b>	<b>\$ 3,026,408</b>	<b>\$ 3,026,408</b>
<b>TOTAL BUDGET</b>	<b>\$ 3,002,741</b>	<b>\$ 3,026,000</b>	<b>\$ 3,026,000</b>	<b>\$ 3,026,408</b>	<b>\$ 3,026,408</b>	<b>\$ 3,026,408</b>

**CITY OF BARTLESVILLE**  
 2020-21 Operating Budget  
 BMA Water Fund – Transfers – Line Item Detail

<b>TRANSFERS OUT</b>	<b>2018-19 ACTUAL</b>	<b>2019-20 BUDGET</b>	<b>2019-20 ESTIMATE</b>	<b>2020-21 REQUEST</b>	<b>CITY MGR REC</b>	<b>2020-21 APPROVED</b>
59510 WATER OPERATING	\$ 6,137,691	\$ 6,789,324	\$ 6,737,055	\$ 6,453,922	\$ 6,453,922	\$ 6,453,922
<b>TOTAL TRANSFERS</b>	<u>\$ 6,137,691</u>	<u>\$ 6,789,324</u>	<u>\$ 6,737,055</u>	<u>\$ 6,453,922</u>	<u>\$ 6,453,922</u>	<u>\$ 6,453,922</u>
<b>TOTAL BUDGET</b>	<u>\$ 6,137,691</u>	<u>\$ 6,789,324</u>	<u>\$ 6,737,055</u>	<u>\$ 6,453,922</u>	<u>\$ 6,453,922</u>	<u>\$ 6,453,922</u>

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# GLOSSARY



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# ***CITY OF BARTLESVILLE***

## 2020-21 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***

## 2020-21 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***

## 2020-21 Operating Budget

### Glossary

(continued)

**DISBURSEMENT** – payment by check or cash.

**DISCRETELY PRESENTED COMPONENT UNIT** – component unit that is presented on the face of the government wide financial statements as a completely separate entity from the general government. (see also Component Unit, Blended Component Unit)

**ENCUMBRANCES** – represent an unfilled obligation on contracts or purchase orders. The purpose of an encumbrance is to prevent multiple commitments from being made on the same budgeted resources. An encumbrance must be entered into the system to reserve a portion of the budgeted resources prior to committing to a contract or ordering the goods or services.

**ENTERPRISE FUND** – fund that provides services to the community for a fee. These funds follow accounting principles similar to a not-for-profit entity.

**EQUITY** – represents the difference between assets and liabilities. In governmental funds, equity is referred to as fund balance, but in business type funds, equity is referred to as net assets. (formula is “assets – liabilities = equity”) (see also Fund Balance, Net Assets)

**EXPENDABLE TRUST FUND** – a trust fund that can be fully spent for the designated purposes. (see also Fiduciary Fund, Expendable Trust Fund)

**EXPENDITURE** – payment of cash or property, or the issuance of a liability, to obtain an asset or service.

**FIDUCIARY FUND** – term used to describe a fund used by the government to act in a fiduciary capacity such as a trustee or agent. The government is responsible for the assets placed in its care. (see also Expendable Trust Fund)

**FISCAL YEAR** – consecutive twelve month period used by an entity to account for and report its business transactions. The City and most municipalities in the State of Oklahoma use June 30 as the last day of their fiscal year.

**FUND** – fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with associated liabilities and residual equities. Funds are segregated for the purpose of conducting specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

**GAAP** – Generally Accepted Accounting Principles. GAAP is a set of standards, conventions, and rules accountants follow in recording and summarizing transactions and in the preparation of the financial statements.

**GASB** – Governmental Accounting Standards Board. GASB is the highest authority in governmental accounting.

# ***CITY OF BARTLESVILLE***

## 2020-21 Operating Budget

### Glossary

(continued)

**GENERAL FUND** – fund used to account for all assets and liabilities of a government entity except those particularly assigned for other purposes in a more specialized fund. It is the primary operating fund of the government. Much of the usual activities of a government are supported by the general fund.

**GENERAL OBLIGATION BOND** – security whose payment is unconditionally promised by a governmental unit that has the power to levy taxes. General Obligation Bonds are back by the full faith and credit (taxing power) of a municipality.

**GOVERNMENTAL FUND** – describes all funds of the government except the for profit and loss funds (i.e. enterprise fund, internal service fund, agency fund, expendable trust fund). Examples of governmental funds include the general fund, special revenue funds, debt service fund, and capital projects funds.

**INFRASTRUCTURE** – long-lived capital assets that normally cannot be moved and can be preserved for a significantly greater number of years than most capital assets. Examples of infrastructure assets include roads, bridges, tunnels, drainage systems, water and sewer systems, dams and lighting systems. Buildings are not considered infrastructure assets, except those that are part of a network of infrastructure assets, such as a dam project.

**INTERNAL SERVICE FUND** – fund used to account for goods or services given from one department to another on a cost reimbursement basis.

**LEVY** – imposition or collection of an assessment of specific amount.

**LIABILITY** – amount payable in dollars for goods received or services rendered.

**MEASUREMENT FOCUS** – the accounting convention that determines (1) which assets and which liabilities are included on a government's balance sheet and where they are reported there, and (2) whether an operating statement presents information on the flow of financial resources (revenues and expenditures) or information on the flow of economic resources (revenues and expenses).

**MODIFIED ACCRUAL BASIS** – basis of accounting in which revenues are recognized when they are available and measurable. Expenditures are generally recognized when incurred.

**MODIFIED CASH BASIS** – basis of accounting that uses elements of both the cash and accrual bases of accounting.

**MUNICIPALITY** – a political unit, such as a city or town, incorporated for local self-government.

# ***CITY OF BARTLESVILLE***

## 2020-21 Operating Budget

### Glossary

(continued)

**NET INCOME** – revenue less all expenses.

**OCBOA** – Other Comprehensive Basis of Accounting. These are bases of accounting that are not in compliance with GAAP for the particular entity. Examples include budget basis and income tax basis.

**OPERATING RESERVE** – appropriated budget amount that is set aside for use in only the most extreme of emergencies. The City uses one month's operating expenditures as a reserve guideline.

**ORDINANCE** – A formal legislative enactment by the legislative body which, if not in conflict with any higher form of law, has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

**PROPRIETARY FUND** – type of fund that focuses on profit and loss similar to a business. The two types of proprietary funds are Enterprise Funds and Internal Service Funds.

**BUDGETED RESERVE** – amounts that are appropriated but not intended to be spent. Examples include operating reserve, severance reserve, compensated absence reserve, etc...

**RESOLUTION** – is a written motion adopted by a deliberative body. The substance of the resolution can be anything that can normally be proposed as a motion. For long or important motions, though, it is often better to have them written out so that discussion is easier or so that it can be distributed outside of the body after its adoption. Resolutions do not carry the weight of law.

**RESTRICTED DONATION** – donation that is restricted as to purpose or timing. An example would be a donation for a specific building project or a donation restricted to being spent in a future period.

**SEVERANCE RESERVE** – appropriated budget amount that is set aside to pay any severance amount specified in an employment contract.

**SPECIAL REVENUE FUND** – fund used to account for the proceeds of specific revenue sources (other than expendable trust or major capital projects) that are legally restricted to expenditure for specified purposes.

**TRANSFER** – amounts paid from one fund to another.

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