

***CITY OF BARTLESVILLE, OKLAHOMA  
2021-2022 BUDGET***



**Prepared by:**

Mike Bailey  
City Manager

Jason Muninger  
CFO/City Clerk

Alicia Shelton  
Accountant

Meghan Snead  
Accountant

*PAGE LEFT BLANK INTENTIONALLY*

# **TABLE OF CONTENTS**

## **Table of Contents**

### **Introduction**

Mayor and City Council.....	i
Mission Statement and City Management Staff.....	ii
Organizational Chart .....	iii
City Manager's Budget Message .....	iv-x

### **Community Profile**

General Information .....	1
A Brief History of Bartlesville, Oklahoma .....	2-3
Miscellaneous Statistics .....	4-6
Community Calendar .....	7
Local Attractions .....	8-14

### **Budget and Accounting Overview**

Financial Policies .....	15
Budget and Accounting Process.....	16-19
Description of Funds .....	20
Appropriated Funds:	
General Fund .....	20
Special Revenue Funds .....	20-22
Debt Service Fund .....	22
Capital Projects Funds.....	22-25
Enterprise Funds.....	25-26
Internal Service Funds.....	27
Expendable Trust Funds.....	27
Nonappropriated Funds:	
Agency Funds.....	27
Blended Component Units .....	28-29
Fund Organization.....	30-33
Budget Calendar .....	34

### **Financial Summary**

Description of Major Revenue Sources .....	35-46
All Funds Personnel Summary.....	47
Capital Expenditures Summary.....	48-53
Debt Service Calculations and Information .....	54
General Obligation Bonds .....	54-56

## **TABLE OF CONTENTS**

(continued)

Revenue Bonds .....	56-58
Current and Prior Years' Revenue Summary by Fund Type .....	59-65
Current and Prior Years' Expenditure Summary by Fund Type .....	66-72
Estimated Change in Fund Equity – All Funds.....	73-76
Percentage Change from Prior Budget – General and Enterprise.....	77-82

### **General Fund**

General Fund Expenditure Graphs.....	83
General Fund Expenditure Summary by Function.....	84
General Fund Expenditure Summary by Line Item .....	85-86
General Fund Revenue Graphs .....	87
General Fund Revenue Summary by Source .....	88
General Fund Personnel Summary.....	89
General Fund Detail by Departments:	
City Council.....	90-91
Administration .....	92-94
Accounting and Finance .....	95-97
Legal .....	98-100
Building and Neighborhood Services.....	101-104
Building Maintenance.....	105-107
General Services .....	108-109
Cemetery.....	110-112
Community Development.....	113-116
Tech Services.....	117-119
Engineering.....	120-123
Fleet Maintenance.....	124-126
Fire .....	127-130
Police .....	131-134
Street .....	135-137
Library .....	138-141
Museum .....	142-145
Park and Recreation.....	146-148
Transfers .....	149-150

### **Special Revenue Funds**

Special Revenue Funds Expenditure Graphs .....	151
Special Revenue Funds Expenditure Summary by Fund.....	152
Special Revenue Funds Expenditure Summary by Line Item .....	153-154
Special Revenue Funds Revenue Graphs.....	155
Special Revenue Funds Revenue Summary by Source .....	156
Special Revenue Funds Personnel Summary.....	157

## **TABLE OF CONTENTS**

(continued)

### **Special Revenue Funds Detail by Fund:**

Economic Development.....	158-160
E-911.....	161-164
Special Library.....	165-169
Special Museum.....	170-173
Municipal Airport .....	174-176
Harshfield Library Donation .....	177-179
Restricted Revenue .....	180-183
Golf Course Memorial.....	184-186
JAG .....	187-189
Neighborhood Park.....	190-192
Cemetery Perpetual Care .....	193-195

### **Debt Service Fund**

Debt Service Fund Expenditure Graphs.....	196
Debt Service Fund Revenue Graphs .....	197
Debt Service Fund Summary .....	198
Debt Service Fund Summary by Function or Source .....	199

### **Capital Project Funds**

Capital Project Funds Expenditure Graphs .....	200
Capital Project Funds Revenue Graphs.....	201
Capital Project Funds Expenditure Summary by Fund or Source .....	202
Capital Project Funds Capital Outlay Summary .....	203
Capital Project Funds Detail by Fund:	
Capital Improvements – Sales Tax .....	204-208
Capital Improvements – Wastewater.....	209-211
Capital Improvements – Wastewater Regulatory .....	212-214
Capital Improvements – City Hall.....	215-217
Capital Improvements – Storm Sewer.....	218-220
Community Development Block Grant.....	221-223
2008B G.O. Bond .....	224-226
2009 G.O. Bond .....	227-228
2010 G.O. Bond.....	229-230
2012 G.O. Bond.....	231-233
2014 G.O. Bond.....	234-236
2014B G.O. Bond .....	237-239
2015 G.O. Bond.....	240-242
2017 G.O. Bond.....	243-245
2018A G.O. Bond.....	246-248

## **TABLE OF CONTENTS**

(continued)

2018B G.O. Bond .....	249-251
2018C G.O. Bond .....	252-254
2019A G.O. Bond .....	255-257
2019B G.O. Bond .....	258-260
2021A G.O. Bond .....	261-263

### **Enterprise Funds**

Enterprise Funds Expenditure Graphs.....	264
Enterprise Funds Revenue Graphs .....	265
Enterprise Funds Summary by Fund or Source .....	266
Enterprise Funds Expenditure Summary by Line Item .....	267-268
Enterprise Funds Personnel Summary .....	269
Enterprise Funds Detail by Fund:	
Wastewater .....	270-279
Water .....	280-293
Solid Waste .....	294-299
Adams Municipal Golf Course .....	300-303
Sooner Pool .....	304-306
Frontier Pool.....	307-309

### **Internal Service Funds**

Internal Service Funds Summary by Function or Source .....	310
Internal Service Funds Detail by Fund:	
Worker's Compensation .....	311-312
Health Insurance .....	313-314
Auto Collision Insurance .....	315-316
Stabilization Reserve .....	317-318
Capital Reserve .....	319-324

### **Mausoleum Endowment**

Mausoleum Endowment Fund Summary .....	325
Mausoleum Endowment Fund Summary by Function or Source .....	326
Mausoleum Endowment Fund Detail.....	327

### **Bartlesville Municipal Authority**

Bartlesville Municipal Authority Expenditure Graphs .....	328
Bartlesville Municipal Authority Revenue Graphs.....	329
Bartlesville Municipal Authority Summary by Fund or Source .....	330
Bartlesville Municipal Authority Expenditure Summary by Line Item .....	331
Bartlesville Municipal Authority Detail by Function:	
Wastewater .....	332-335
Water.....	336-340

<b>Glossary</b> .....	341-345
-----------------------	---------

# INTRODUCTION



*PAGE LEFT BLANK INTENTIONALLY*



# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget**

### **CITY OFFICIALS**

#### **Dale Copeland**

Mayor

Ward 1

*Term Expires: November 2022*



#### **Paul Stuart**

Council Member

Ward 2

*Term Expires: November 2022*



#### **Jim Curd**

Vice Mayor

Ward 3

*Term Expires: November 2022*



#### **Billie Roane**

Council Member

Ward 4

*Term Expires: November 2022*



#### **Trevor Dorsey**

Council Member

Ward 5

*Term Expires: November 2022*



# ***CITY OF BARTLESVILLE***

## **2021-22 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***

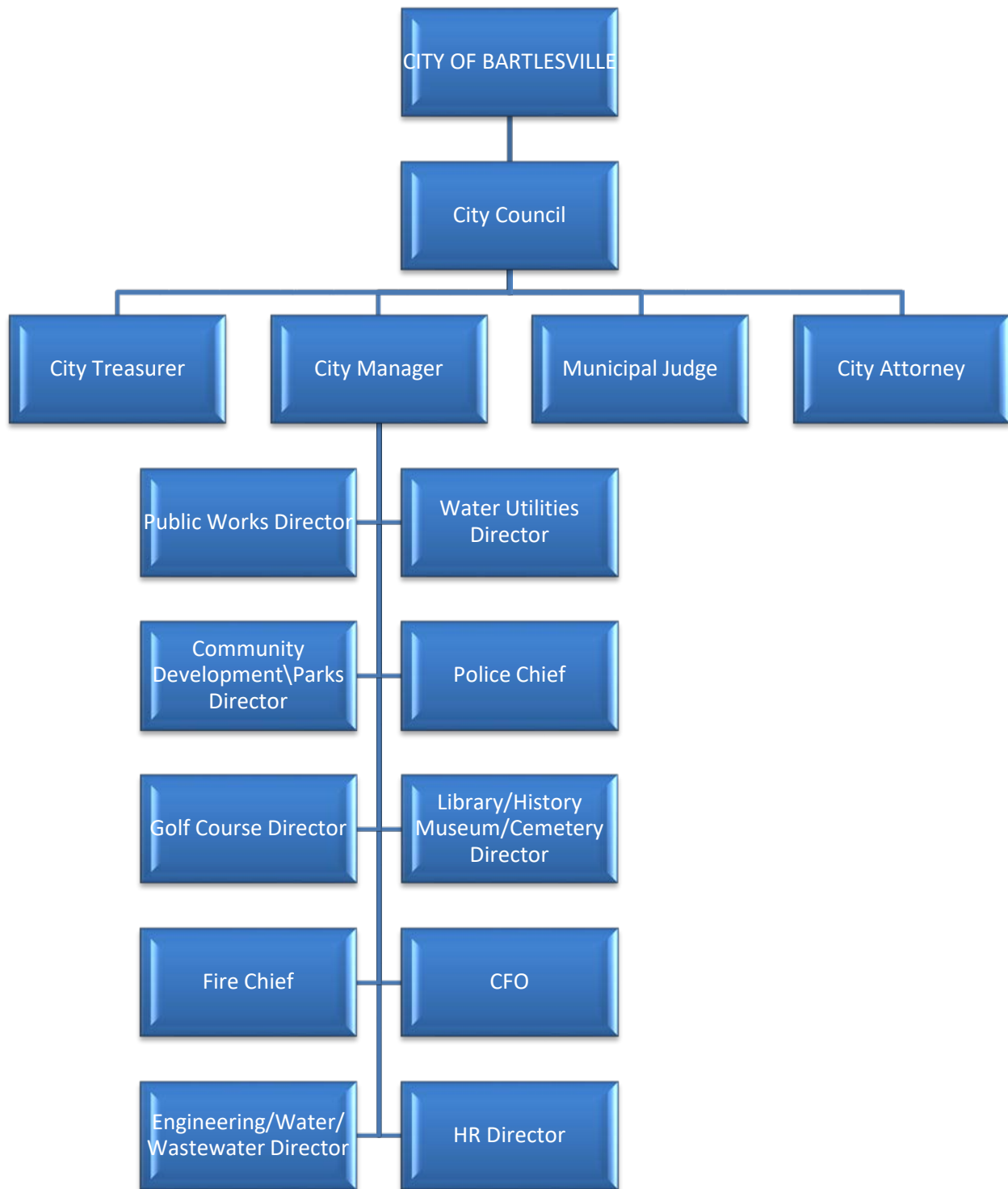
working together for positive results

### **MANAGEMENT STAFF:**

City Manager	Mike Bailey
CFO/City Clerk	Jason Muninger
Human Resources	Laura Sanders
City Attorney	Jess Kane
Municipal Judge	Alan Gentges
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***

## **2021-22 Operating Budget Organizational Chart**



# ***THE CITY OF BARTLESVILLE***

**Office of the City Manager**

401 SE Johnstone

Bartlesville, OK 74003



---

May 13, 2021

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, 2021 and ending June 30, 2022 (FY 2021-22). 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 demands it.

## **Introduction**

After the many difficulties our organization and community faced over the last twelve months, it is with great relief that I can report that we fared better than we expected during the COVID health crisis. Our revenues have largely outpaced our budget expectations that were formed at the beginning of this crisis. However, as we begin to look past our COVID troubles, we are faced with different challenges and opportunities.

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 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 2021-22, the future of sales tax remains uncertain due to the recent economic restrictions caused by the COVID health crisis. However, our sales tax fared much better during the current fiscal year 2020-21 than we expected. We entered this year expecting to lose about 4% of our sales tax revenues. Instead, it now appears that we will finish almost 3% above last year. However, much of this may be related to COVID relief payments to individuals and businesses, and therefore is difficult to predict into the future.

Given the continued economic uncertainty, we are estimating that sales tax will have no change between fiscal years 2020-21 and 2021-22.

#### **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 were effective for customers inside and outside our city limits and were 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 went into effect with the fiscal year 2020-21 budget.

Also included in the fiscal year 2020-21 budget was funding for another comprehensive rate study that will be used to determine rates for the next five years for water, wastewater, and sanitation. Results of that study will be presented at our May 17, 2021 budget workshop and additional information will be provided that night. However, included in this budget are rate increases that will be recommended as part of that study. A summary is included below:

## **Page 3**

### Water Rates:

- Water base rates will increase by \$1 for residential customers
- Water incremental rates will increase by \$.25 per thousand gallons
- Water capital investment fees will increase by \$.10 per thousand gallons

### Wastewater Rates:

- Wastewater base rates will increase by \$2 for residential customers
- Wastewater incremental rates will increase by \$.20 per thousand gallons
- Wastewater capital investment fees will not increase

### Sanitation Rates:

- Sanitation cart rates will increase by \$1.50 for a single cart
- Sanitation commercial rates will increase by various amounts determined by what service is being utilized

All rate increases are subject to Council approval at our regular June 7, 2021 meeting.

## **Economic Outlook**

Similar to the retail sector, Bartlesville's primary jobs sector is recovering from the past 12 months, but there is continued uncertainty. Fortunately, oil pricing and stock prices have improved for our energy sector employers, so the outlook is more positive as we enter this year than last.

There are a number of challenges and opportunities in the coming months. There are planned expansions of local retail and prospects are beginning to enquire about incentives for primary jobs additions. The increase in activity is a good sign, and with the rise in home purchases, we are in good position to capitalize on employment and population growth opportunities. While none of these are certain, it is clear that we have a more positive outlook as we enter this fiscal year.

## **Personnel**

### Staffing Levels

Staffing levels have remained relatively stagnant within the City over the last several years. Much of that was driven by a lack of resources, but some was driven by a lack of increase in demand for City services. Demand for development services is on the rise, and we are hopeful that it will continue. This, coupled with our desire to increase police staffing to better meet the law enforcement needs of our community, drove most of the staffing increases that are proposed in this budget. All staffing level changes are described below:

## Page 4

- Addition of one building inspector position that was removed in previous budgets during a downturn in development in Bartlesville. This position will allow us to meet the timelines for inspections as required by law.
- Addition of one Assistant Fire Marshall. All fire inspection and fire development related services are currently assigned to the Deputy Chief. With the upcoming change in the Fire Department's leadership and the increase in local development activity, this position is now justified.
- Addition of two maintenance workers. One maintenance worker will fill a previously authorized position in the Street department that was eliminated in previous budgets, and one maintenance worker will be added to Adams Golf Course. Adams Golf Course will reduce temporary help by about 1,000 hours this year to partially offset the addition of this full-time employee.
- Reduction in number of Lieutenants in the Police Department by two. One of these command positions will be converted to a Sergeant, and the other Lieutenant's duties will be filled by existing staff.
- Addition of one Administrative Specialist to the Police Department. This employee will serve as a property and evidence technician. This position is currently filled by a certified officer, so the Administrative Specialist will allow the certified officer to return to the field.
- Addition of three Police Officers. These new positions will move us closer to the average of our peer cities as it relates to officers per population.

## Compensation

Standard compensation increases are included in this budget, and there are some positions that will receive greater increases due to differences between the City's pay and the pay of our peers. The standard compensation increases will be a 2% COLA and a 2.5% merit increase. All employees will be eligible for a merit increase on their anniversary date. All employees will also receive either a 2% COLA or a greater increase to their base pay as a result of our peer city market study. Given the City's and other local businesses' recent difficulties in recruiting and retaining talent, now is an excellent time to make these adjustments. This item will be discussed in greater detail at the May 17, 2021 workshop, and additional information is also available in a separate agenda item in this packet.

## 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.

## **Page 5**

This UAAL is typically funded over a fixed period of time (generally 30 years after the establishment of the plan) but varies greatly in response to market gains/losses, investment returns, and actuarial assumption changes. The City's UAAL currently stands at \$4.9MM and our plan is now 81.36% funded. Due primarily to factors discussed in the following paragraph, this is a significant improvement from the previous fiscal years.

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

<b>Fiscal Year</b>	<b>Retiree Medical</b>	<b>Defined Benefit</b>	<b>Total</b>	<b>Less Employee</b>	<b>City's Required</b>	<b>City's Actual</b>	<b>UAAL</b>	<b>FUNDED RATIO</b>
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%
FY 2021-22	0.00%	27.92%	27.92%	6.00%	21.92%	22.92%	4,977,374	81.36%

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. Due to market losses the plans annual cost increased by \$76,812(6.4%) over the prior year, which brings a higher recommended contribution rate.

In the current year, Staff is recommending that we overfund the recommended "actuarial required contribution" by 1%. These have increased slightly due to expected market changes that will impact the assets of the plan. The recommended employer's portion is 21.92% of covered payroll. By adding the additional contribution, The City will buying down its unfunded liability.

## **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 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022		% of
	<u>Contributions</u>	<u>Contributions</u>	<u>Contributions</u>	<u>Contributions</u>	<u>Contributions</u>	<u>Contributions</u>	<u>Contributions</u>	<u>Total Balance</u>	<u>Budget</u>
General Fund	\$ 392,444	\$ 508,111	\$ 436,308	\$ 441,899	\$ 471,846	\$ 1,495,895	\$ 538,879	\$ 6,481,032	24.1%
Wastewater	82,423	81,251	84,803	86,503	88,230	92,945	93,567	984,828	20.5%
Water	119,618	122,293	128,003	129,242	126,879	136,225	143,830	1,655,122	22.5%
Sanitation	78,830	80,849	80,508	85,204	80,501	88,396	95,244	1,090,026	19.9%
Total	<u>\$ 673,315</u>	<u>\$ 792,504</u>	<u>\$ 729,622</u>	<u>\$ 742,848</u>	<u>\$ 767,456</u>	<u>\$ 1,813,461</u>	<u>\$ 871,520</u>	<u>\$ 10,211,008</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.

### **New and Noteworthy Items**

Included in this budget is \$70,000 to contract with a qualified facilitator who is familiar with municipal strategic planning to assist us in building the first comprehensive strategic plan our organization has ever possessed. This plan will provide the basis for measuring our successes and failures as an organization and provide a path forward into a time horizon greater than that for which we generally plan.

Also included in this budget is \$250,000 for the operation of the Bartlesville Municipal Airport. While the airport has long been a municipal asset, we have benefited from an operating arrangement with ConocoPhillips that covered all net losses at the airport. With the notice that ConocoPhillips is terminating this agreement effective August 15, 2021, the City will now be primarily responsible for the operation of this critical asset. Plans are being finalized for the airport's operation, but Staff believes that this \$250,000 will be sufficient to cover the net losses of the operation.

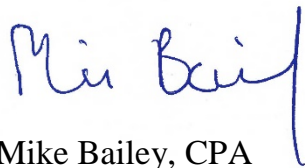
One of the largest changes to this budget is the inclusion of about \$2.9 million of federal stimulus money from the American Recovery Plan Act of 2021. The City expects to receive approximately \$5.8 million over the next two years. There are a number of categories for which these funds may be spent. The current budget anticipates appropriating about \$900,000 of these funds for revenue loss and/or premium pay for essential workers as defined by the Act. More information on this item will be discussed on May 17, 2021 at our budget workshop and is included in this packet as a separate agenda item.

**Summary**

Never before had we been faced with a period of greater uncertainty in our local economy than that which we just endured. However, through fiscally prudent policies and management, the Council members and staff of the last ten years placed the City in a position to weather that period of turmoil. I am grateful that our community persevered as well as we did, and I am also grateful that our careful planning for a worst-case scenario went unneeded. As we look to the near future, our organization is well prepared to meet the challenges and opportunities that we foresee.

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 fluid and cursive, with the first name "Mike" and last name "Bailey" clearly distinguishable.

Mike Bailey, CPA  
City Manager

# COMMUNITY PROFILE



*PAGE LEFT BLANK INTENTIONALLY*



***CITY OF BARTLESVILLE***  
2021-22 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***  
2021-22 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***

## **2021-22 Operating Budget**

### **Miscellaneous Statistics**

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

Total	362
Non-union	226
Union	136

#### **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***

## **2021-22 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***

## **2021-22 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

---

<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***

## **2021-22 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***

### 2021-22 Operating Budget

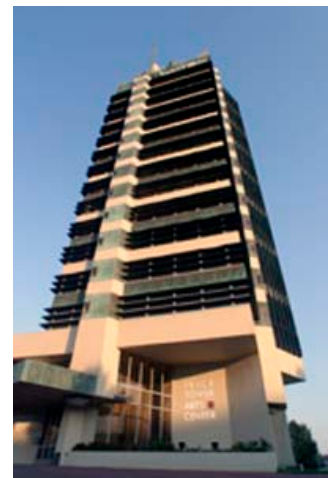
#### Local Attractions



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***

## **2021-22 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***

## **2021-22 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 damned to provide beautiful ponds that come into play on 12 of the 18 holes. The fairways and rough are Bermuda grass and the greens are Pen Cross Bent for a fast pace of putting.

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

## ***CITY OF BARTLESVILLE***

### **2021-22 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***

### **2021-22 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***

## **2021-22 Operating Budget**

### **Local Attractions**

(continued)

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

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

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



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

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

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

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

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



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

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget**

### **Local Attractions**

**(continued)**

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

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



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

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

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



---

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

# **BUDGET AND ACCOUNTING OVERVIEW**



*PAGE LEFT BLANK INTENTIONALLY*

# ***CITY OF BARTLESVILLE***

## **2021-22 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***

## **2021-22 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***  
2021-22 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***  
2021-22 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***  
2021-22 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***

## **2021-22 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***

## **2021-22 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***

## **2021-22 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.

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***

## **2021-22 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***

## **2021-22 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***

### **2021-22 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.

2021A G.O Bond – The 2021A G.O. Bond fund accounts for the revenues and expenditures related to the 2021A 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 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***

## **2021-22 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***

## **2021-22 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***

## **2021-22 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***

## **2021-22 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.

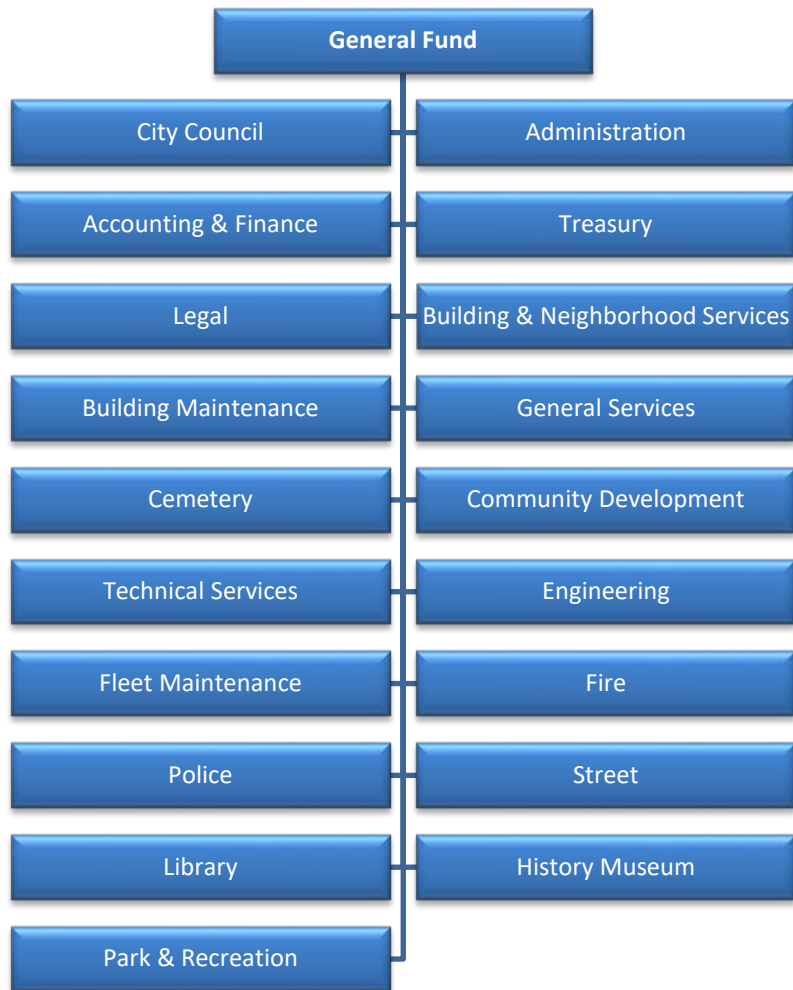
Bartlesville Community Center Trust Authority – The Bartlesville Community Center Trust Authority was created to develop, finance, and operate the Bartlesville Community Center for cultural and recreational activities for the citizens of Bartlesville and surrounding areas. The Board of Trustees consists 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***

## **2021-22 Operating Budget Fund Structure Charts**



# ***CITY OF BARTLESVILLE***

2021-22 Operating Budget

Fund Structure Charts

(continued)

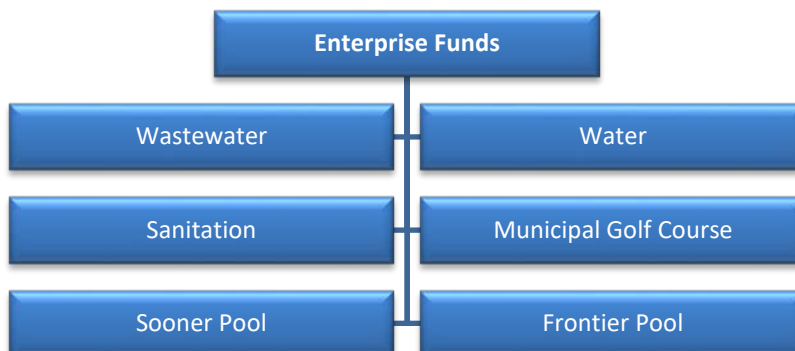


# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget**

### **Fund Structure Charts**

(continued)

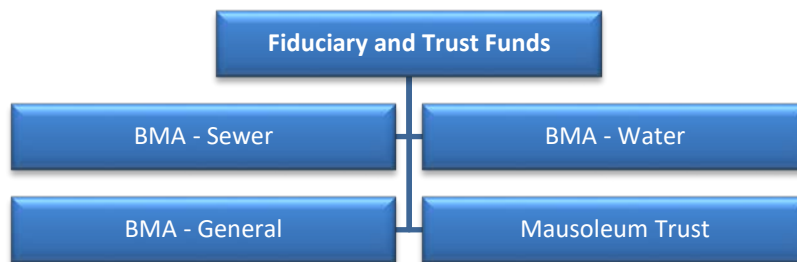
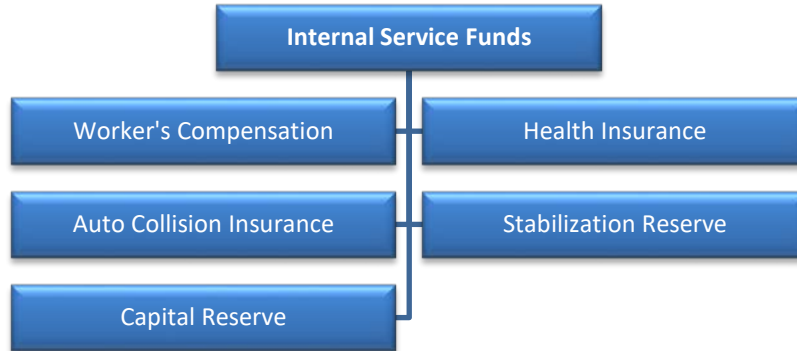


# ***CITY OF BARTLESVILLE***

2021-22 Operating Budget

Fund Structure Charts

(continued)



# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget Budget Calendar**

<b><u>TARGET DATE</u></b>	<b><u>ACTIVITY</u></b>
March 29	Distribute Budget Preparation Packets to Directors
March 29	Directors verify personnel and line estimates
March 29 – April 9	Directors prepare budget requests and submit to Finance Director
April 19 – April 23	Directors Budget Meetings with City Manager
May 13	Submit Proposed Budget to City Council
May 17	City Council Consideration of Budget
May 24	Publish Budget Summary and Notice of Public Hearing (actual publish date will be Sunday, May 29)
June 7	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



*PAGE LEFT BLANK INTENTIONALLY*

***CITY OF BARTLESVILLE***  
**2021-22 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 2015-16 to 2019-20 is presented below.

<u>REVENUE SOURCE</u>	<u>TOTAL</u>	<u>AVERAGE</u>	<u>AVERAGE %</u>
General Sales Tax Total	91,152,467	18,230,493	37.2%
Water Fees Total	49,590,499	9,918,100	20.2%
Wastewater Fees Total	29,919,350	5,983,870	12.2%
Sanitation Fees Total	22,429,010	4,485,802	9.1%
Ad Valorem Total	19,237,434	3,847,487	7.8%
Fees for Services (Other than Utilities) Total	8,567,563	1,713,513	3.5%
Franchise Fees Total	7,002,041	1,400,408	2.9%
Investment Earnings Total	3,259,106	651,821	1.3%
Fines & Fees Total	3,514,404	702,881	1.4%
Miscellaneous Total	2,005,157	401,031	0.8%
E-911 Total	2,377,317	475,463	1.0%
Hotel/Motel Tax Total	1,666,808	333,362	0.7%
County Motor Veh Tax Total	1,287,979	257,596	0.6%
Licenses & Permits Total	1,171,646	234,329	0.5%
Cigarette Tax Total	991,228	198,246	0.4%
State Alcohol Tax Total	665,681	133,136	0.3%
Fuel Tax Total	299,238	59,848	0.1%
<b>TOTAL</b>	<b><u>245,136,928</u></b>	<b><u>49,027,386</u></b>	<b><u>100.0%</u></b>

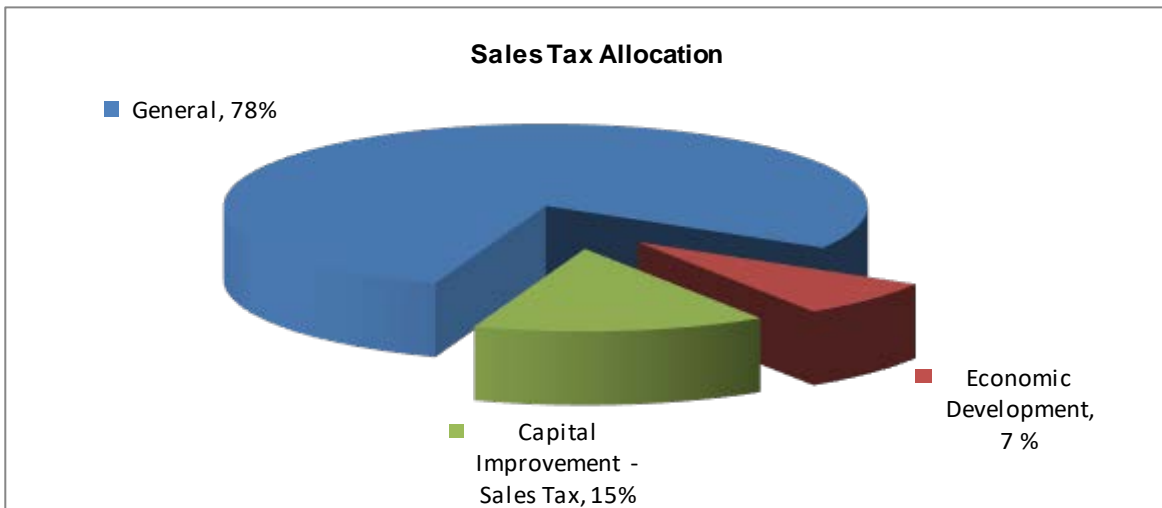
These revenue sources are used in conjunction with the residual fund equities to determine the amount available for operations. The top five revenue sources on average make up 86.5% of the total external recurring revenue used by the City to fund its operations. An analysis of these major sources of recurring revenue is presented in the following sections.

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Description of Major Revenue Sources  
(continued)

(All amounts in the following sections for the fiscal year 2020-21 consist of actual amounts as of February 28, 2021 projected to June 30, 2021 with the exception of sales tax which includes actuals as of May 10, 2020 projected to June 30, 2020)

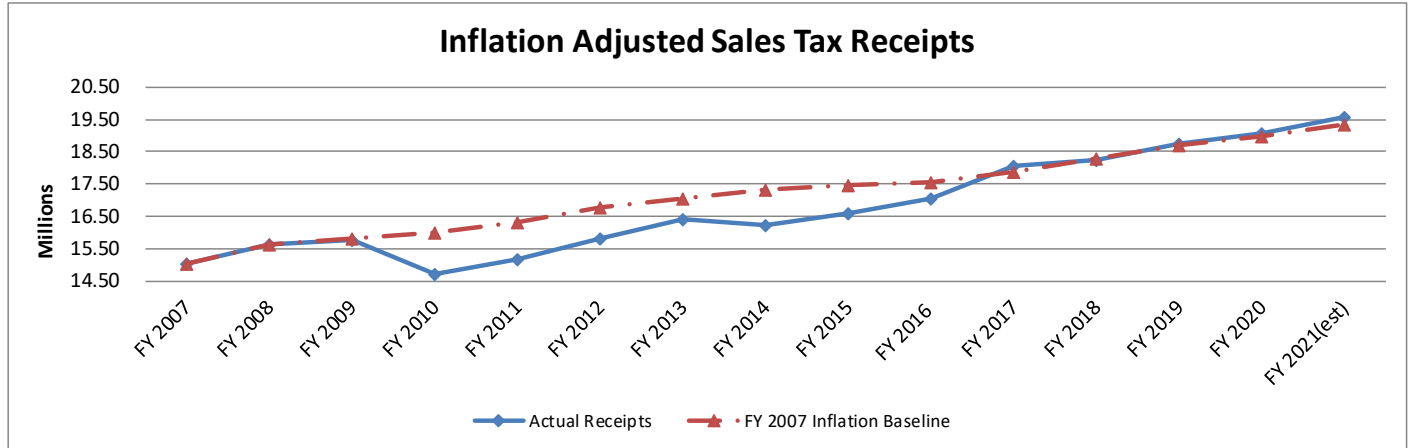
**SALES TAX**

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**  
 2021-22 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</b>	<b>Percent Increase</b>
2017	18,071,957	
2018	18,220,955	6.10%
2019	18,765,270	0.82%
2020	19,061,969	2.39%
2021	19,593,589	2.79%
<b>Total</b>	<b>93,713,740</b>	<b>12.10%</b>
<b>Average</b>	<b>18,742,748</b>	<b>3.03%</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Description of Major Revenue Sources  
(continued)

This chart 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.

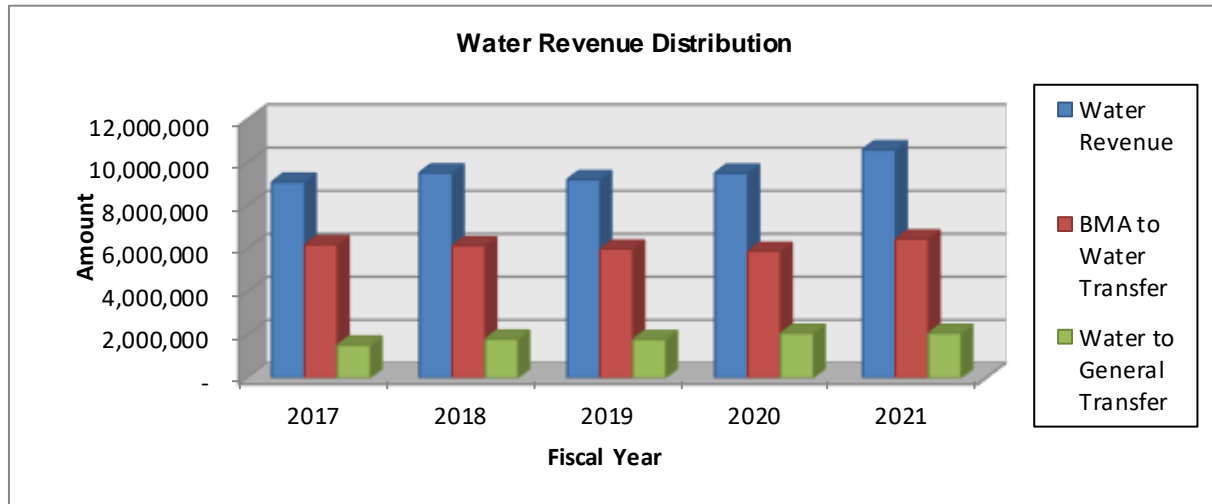
The City's most recent experience with sales tax shows great uncertainty. As we considered the prior year's budget, the State of Oklahoma is currently reopening the State's economy. After an extended period of heavy restrictions placed on retail establishments it is unknown at this time what the new sales tax trends will be. With the economy, now free of most restrictions that were placed by the pandemic the city will conservatively budget sales tax with no growth over the prior year.

Using this scenario, the amount of sales tax revenue to be budgeted for fiscal year 2021-2022 is \$19,593,589. This amount will be available to the following funds based on the percentages previously discussed. The General Fund will receive \$15,271,474, the Capital Improvement – Sales Tax Fund will receive \$2,881,410, and the Economic Development Fund will receive \$1,440,705.

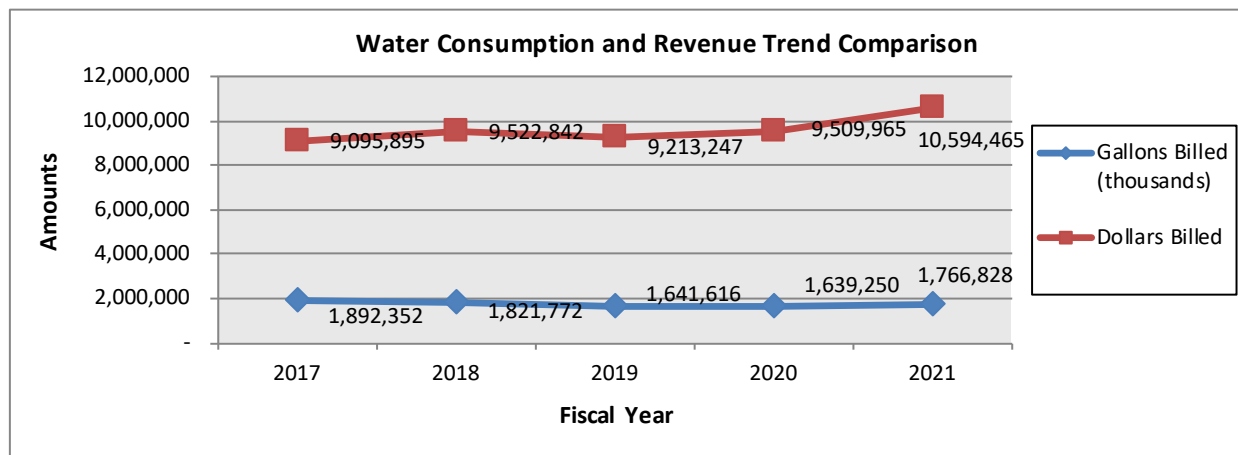
**WATER UTILITY REVENUES**

The revenues received from the City of Bartlesville's water utilities are the City's second largest source of revenue, accounting for, on average, 20.2% 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**  
**2021-22 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***  
2021-22 Operating Budget  
Description of Major Revenue Sources  
(continued)

**Water Utility Revenue Estimate  
Trend Analysis Method**

<b>Fiscal Year</b>	<b>Gallons Billed (thousands)</b>	<b>Percent Increase (Decrease)</b>	<b>Dollars Billed</b>	<b>Percent Increase (Decrease)</b>
2017	1,892,352		9,095,895	
2018	1,821,772	(3.73%)	9,522,842	4.69%
2019	1,641,616	(9.89%)	9,213,247	(3.25%)
2020	1,639,250	(0.14%)	9,509,965	3.22%
2021	1,766,828	7.78%	10,594,465	11.40%
<b>Total</b>	<b>8,761,818</b>	<b>(5.98%)</b>	<b>47,936,414</b>	<b>16.06%</b>
<b>Average</b>	<b>1,752,364</b>	<b>(1.50%)</b>	<b>9,587,283</b>	<b>4.02%</b>

The above analysis indicates that the City's water sales have shrunk by 1.50% per year but revenue has increased by 4.02% 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. The final Phase of this plan took effect on July 1, 2020. The City has engaged with NewGen Strategies to complete another 5-year comprehensive rate study. The outcome of this new rate study will retain the same principles as the previous and will be exhibited in the estimated revenues for FY 2021-22.

With the new changes included, the resulting amount of \$11,091,152 is the estimated water utility revenue for the City of Bartlesville. This amount also includes \$1,099,557 in capital investment fees that are not included in the analysis above.

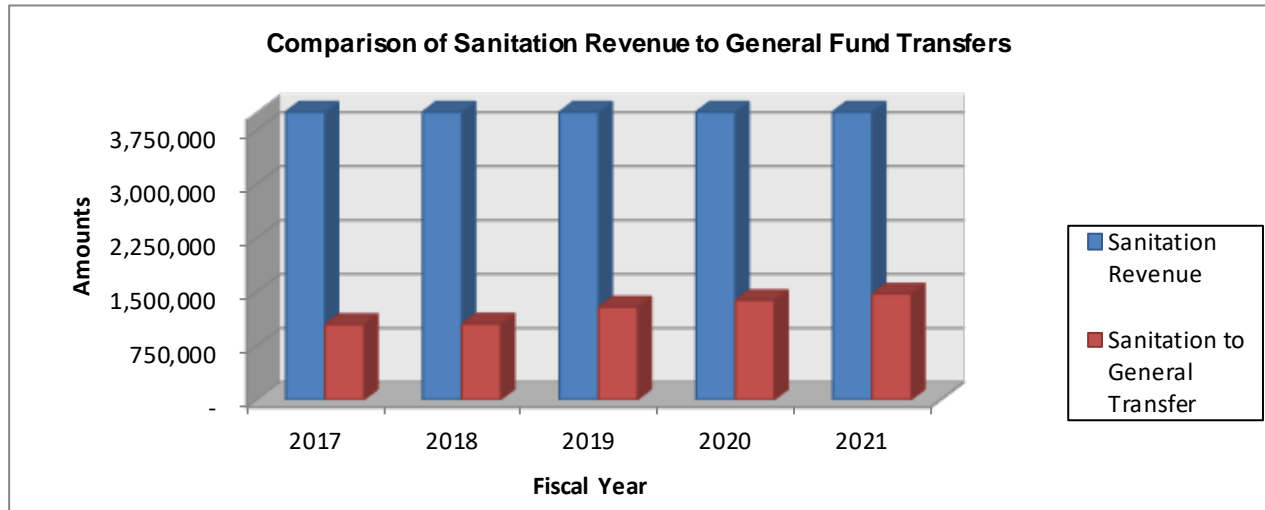
**SANITATION UTILITY REVENUE**

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



***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 Description of Major Revenue Sources  
 (continued)

for, on average, 9.1% of all external recurring revenues; which makes it the fourth largest source of revenue for the City.



**Sanitation Utility Revenue Estimate  
Trend Analysis Method**

	Dollars Billed	Percent Increase
<u>Fiscal Year</u>	<u>(actuals)</u>	<u>(Decrease)</u>
2017	4,527,670	
2018	4,471,311	(1.24%)
2019	4,535,867	1.44%
2020	4,505,427	(0.67%)
2021	4,452,414	(1.18%)
<b>Total</b>	<b>22,492,689</b>	<b>(1.65%)</b>
<b>Average</b>	<b>4,498,538</b>	<b>(0.41%)</b>

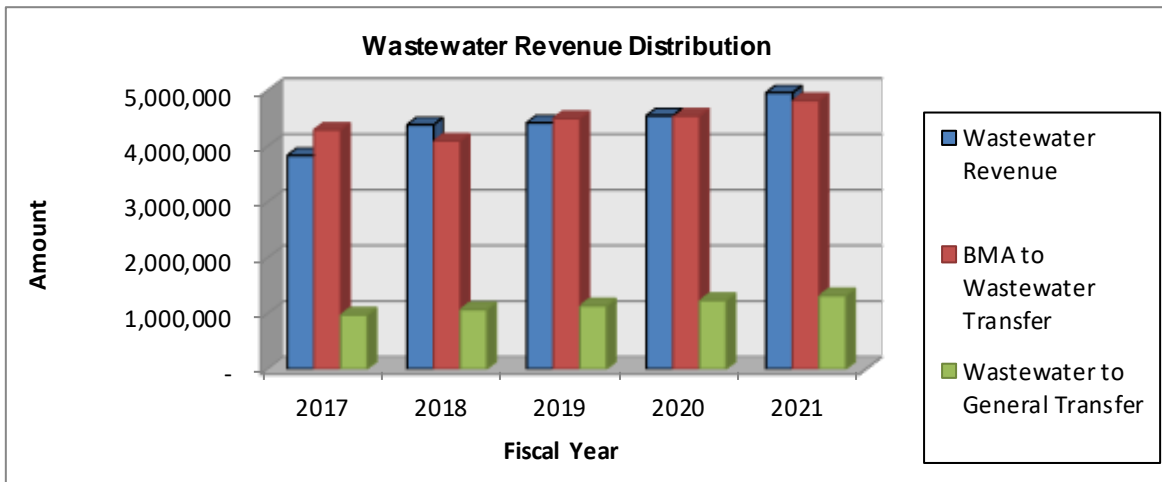
The above analysis indicates that the City's sanitation sales have marginally decreased on average 0.41% per year with very small fluctuations from year to year. The City is utilizing the results from the current rate study to project \$5,309,864 for the 2021-22 fiscal year sanitation revenues.

***CITY OF BARTLESVILLE***  
2021-22 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.

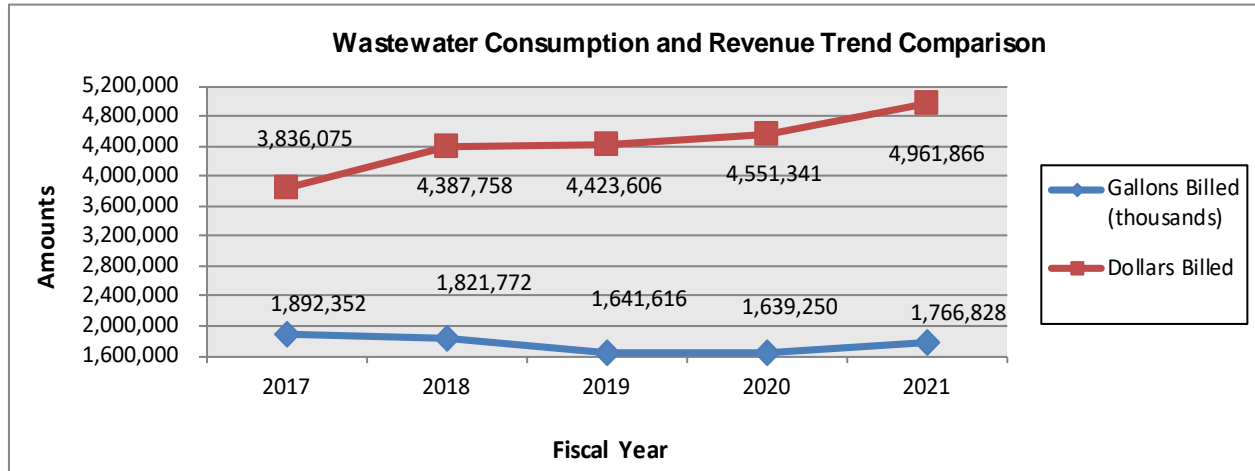
The amounts needed to fund the operations of the City's wastewater utility are transferred back to the City operated wastewater utility fund. From there, the revenues are used to fund the operation, maintenance, and improvement of the City's wastewater utility and also to provide operating transfers 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 another five-year rate increase plan for wastewater rates. Phase I of this plan will be effective on July 1, 2021. These changes and the changes to the water rates are the result of a comprehensive water, wastewater, and solid waste study.

**CITY OF BARTLESVILLE**  
 2021-22 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**

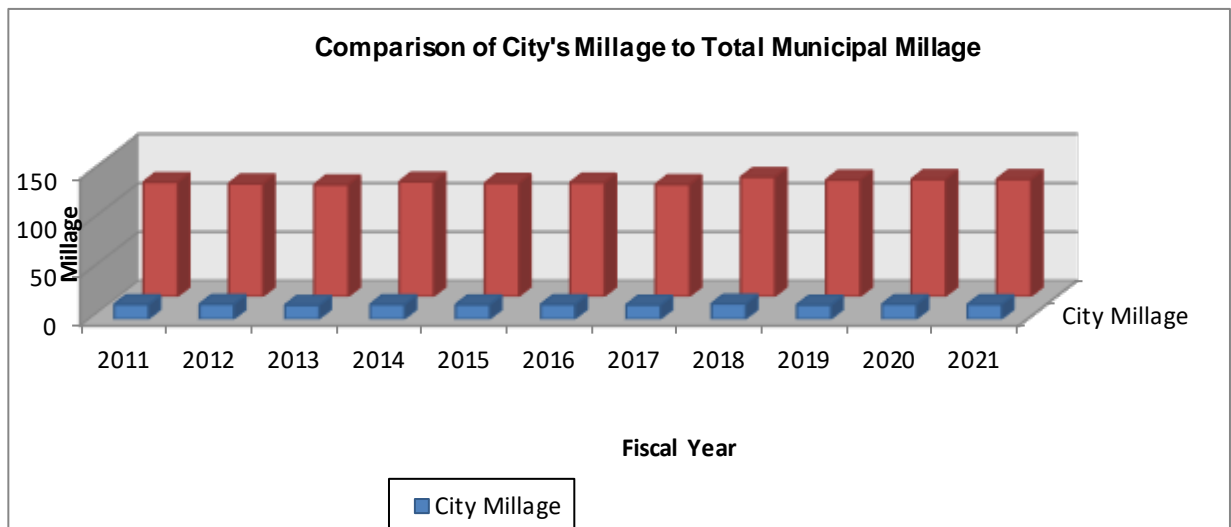
<b>Fiscal Year</b>	<b>Gallons Billed (thousands)</b>	<b>Percent Increase (Decrease)</b>	<b>Dollars Billed</b>	<b>Percent Increase (Decrease)</b>
2017	1,892,352		3,836,075	
2018	1,821,772	(3.73%)	4,387,758	14.38%
2019	1,641,616	(9.89%)	4,423,606	0.82%
2020	1,639,250	(0.14%)	4,551,341	2.89%
2021	1,766,828	7.78%	4,961,866	9.02%
<b>Total</b>	<b>8,761,818</b>	<b>(5.98%)</b>	<b>22,160,646</b>	<b>27.11%</b>
<b>Average</b>	<b>1,752,364</b>	<b>(1.50%)</b>	<b>4,432,129</b>	<b>6.78%</b>

Utilizing the results of the comprehensive wastewater study, the City estimates that the new wastewater rates will generate \$7,361,914 in revenue. This amount also includes \$2,305,141 in capital investment fees that are not included in the analysis above.

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Description of Major Revenue Sources  
(continued)

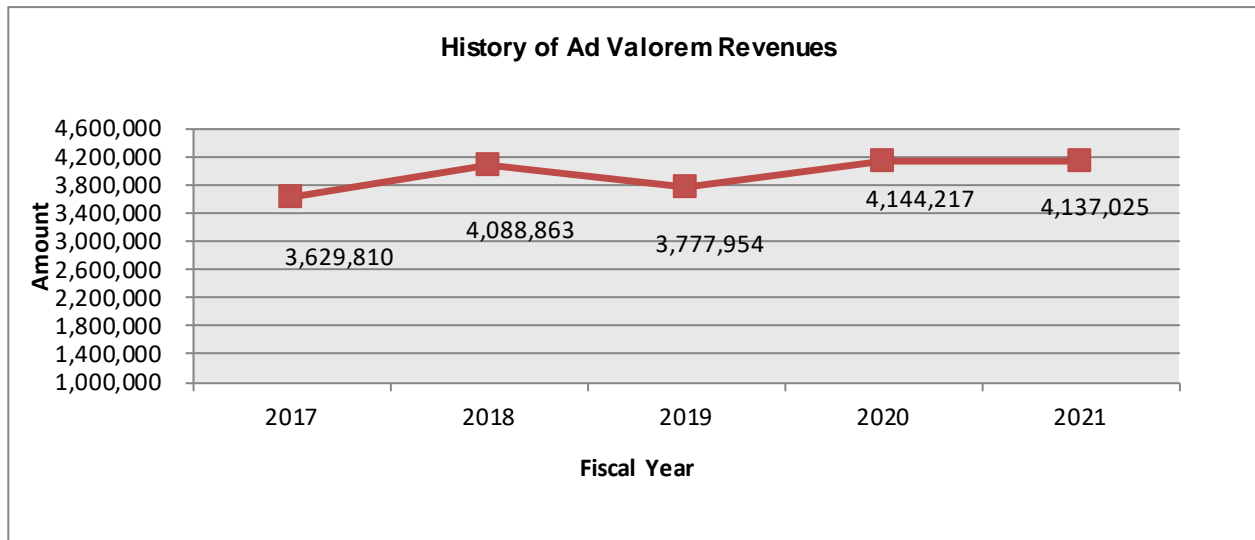
**AD VALOREM**

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***  
2021-22 Operating Budget  
Description of Major Revenue Sources  
(continued)

As the previous 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, 7.8% 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***  
2021-22 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 2021-22 is considered to be the actual amount necessary to levy.

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

<b>Bond Issue/Purpose</b>	<b>Principal Requirement</b>	<b>Interest Requirement</b>	<b>Total Requirement</b>
2012 Combined Purpose Bonds	330,000	9,285	339,285
2014 Combined Purpose Bonds	165,000	10,470	175,470
2014B Combined Purpose Bonds	575,000	40,056	615,056
2015 Combined Purpose Bonds	220,000	17,190	237,190
2017 Combined Purpose Bonds	825,000	16,500	841,500
2018A Combined Purpose Bonds	1,140,000	228,000	1,368,000
2018C Combined Purpose Bonds	275,000	68,375	343,375
2019A Combined Purpose Bonds	220,000	36,975	256,975
2019B Combined Purpose Bonds	100,000	9,875	109,875
Judgement	<u>65,000</u>	<u>-</u>	<u>65,000</u>
<b>Totals</b>	<b><u>3,915,000</u></b>	<b><u>436,726</u></b>	<b><u>4,351,726</u></b>
	Add: Financial Agent Fees		<u>2,100</u>
	<b>Balance to Levy</b>		<b><u>4,353,826</u></b>

# ***CITY OF BARTLESVILLE***

## 2021-22 Operating Budget All Funds Personnel Summary

<b><i>PERSONNEL COUNTS BY FUND &amp; DEPARTMENT</i></b>	<b><i>2019-20 ACTUAL FTEs</i></b>	<b><i>2020-21 BUDGETED FTEs</i></b>	<b><i>2020-21 ACTUAL FTEs</i></b>	<b><i>2021-22 BUDGETED FTEs</i></b>
General Fund:				
Administration	6	6	6	6
Accounting and Finance	16.5	16.5	16.5	16.5
Legal	2.23	2.23	2.23	2.23
Building and Neighborhood Service	7.5	7.5	7.5	8.5
Building Maintenance	5	5	5	5
Community Development	3	4	4	4
Technical Services	4	4	4	4
Engineering	7	7	7	7
Fleet Maintenance	5	5	5	5
Fire	70	70	70	71
Police	71	72	72	74
Street	16	16	16	17
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>253.56</b>	<b>255.56</b>	<b>255.56</b>	<b>260.56</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>12</b>	<b>11</b>	<b>9</b>	<b>11</b>
Water Fund:				
Water Plant	15	15	15	15
Water Administration	2	2	2	2
Water Distribution	22	21	15	21
<i>Total Water</i>	<b>39</b>	<b>38</b>	<b>32</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>4</b>
<b>Total Personnel</b>	<b><u>356.02</u></b>	<b><u>356.02</u></b>	<b><u>348.02</u></b>	<b><u>362.02</u></b>

As explained more fully in the City Manager's Letter earlier in this document, there is an increase of 6 full time positions added to the budget. The new positions are; Inspector in the Building and Neighborhood Services Department, Maintenance Worker at the Golf Course, Maintenance Worker in the Street Department, One Additional Police Officer, One Admin Assistant at the PD, and an Assistant Fire Marshall for the Fire Department.

# **CITY OF BARTLESVILLE**

## 2021-22 Operating Budget

### All Funds Capital Expenditures Summary

<b>EXPENDITURES BY FUND &amp; DEPARTMENT</b>	<b>2021-22 BUDGETED CAPITAL EXPENDITURES</b>
Municipal Airport Fund:	
Airport	285,736
Neighborhood Park Fund:	
Park and Recreation	8,353
CIP - Sales Tax Fund:	
General Services	1,252,000
Tech Services	305,000
Engineering	57,378
Police	447,860
Street	965,000
Park and Recreation	3,197,000
Municipal Golf Course	21,000
<i>Total CIP - Sales Tax</i>	<b>6,245,238</b>
CIP - Wastewater Fund:	
Wastewater Maintenance	60,000
CIP - City Hall:	
General Services	20,000
CIP - Storm Sewer Fund:	
Storm Sewer	45,848
CDBG Fund:	
Street	196,000
2012 GO Bond Fund:	
Sooner Pool	106,472
2017 GO Bond Fund:	
Park and Recreation	36,704
2018B GO Bond Fund:	
Storm Sewer	10,000
2018C GO Bond Fund:	
Street	290,000
Park and Recreation	100,000
<i>Total 2018C GO Bond</i>	<b>390,000</b>
2019A GO Bond Fund:	
Park and Recreation	725,000
2019B GO Bond Fund:	
Storm Sewer	300,000
2021A GO Bond Fund:	-
General Services	-
Street	581,600
Total 2021A GO Bond	1,016,200
Capital Reserve Fund:	
General Services	620,000
Cemetery	7,000
Fleet Maintenance	59,500
Fire	55,000
Street	850,000
Library	24,000
Park and Recreation	220,000
Adams Municipal Golf Course	15,000
Wastewater Maintenance	590,000
Water Plant	8,160,000
Water Administration	290,000
Sanitation	650,000
<i>Total Capital Reserve Fund</i>	<b>14,383,000</b>
	<b>\$ 22,752,351</b>



***CITY OF BARTLESVILLE***  
**2021-22 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	\$ 520,000	Community Center Auditorium Renovations
CIP - Sales Tax	Police	Vehicles	\$ 290,000	Purchase of 7 new police vehicles
CIP - Sales Tax	Street	Street Maintenance	\$ 515,000	Preventative street maintenance projects
CIP - Sales Tax	Street	Equipment	\$ 270,000	Dump Trucks w/ Snow Equipment (2)
CIP - Sales Tax	Parks	Pathfinder Improvements	\$ 150,000	Improvements to the cities pathfinder parkways
CIP - Sales Tax	Sooner Pool	Improvements	\$ 2,450,000	Sooner Pool recreational expansion
CIP - Wastewater Reg	Wastewater Maint	Improvements	\$ 30,000	Spare Pumps- Hillcrest, Golf Course, Virginia
2012 G.O. Bond Fund	Sooner Pool	Sooner Pool repair	\$ 106,472	Sooner Pool maintenance and repairs
2017 G.O. Bond Fund	Parks	Pathfinder Parkway Improvements	\$ 36,704	Renovate and Expand Pathfinder
2018B G.O. Bond Fund	Storm Sewer	Quail Place	\$ 10,000	Quail Place Tributary
2018C G.O. Bond Fund	Street	Street Maintenance	\$ 250,000	Preventative street maintenance projects
2018C G.O. Bond Fund	Parks	Improvements	\$ 100,000	Signs- City Gateway, Parks & Pathfinder
2019A G.O. Bond Fund	Parks	Pathfinder Parkway Improvements	\$ 350,000	Pathfinder Parkway Repaving
2019A G.O. Bond Fund	Parks	Improvements	\$ 100,000	Misc Park Improvements
2019A G.O. Bond Fund	Parks	Cooper Dog Park	\$ 75,000	Cooper Dog Park Parking Lot Paving
2019B G.O. Bond Fund	Storm Sewer	8th Street	\$ 300,000	8th Street Storm Drain Rehab
Total			<u><u>\$ 5,553,176</u></u>	

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**All Funds Capital Expenditures Summary**  
 (continued)

In addition to the capital items listed previously, 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
2021	\$ 2,129,978	137,635	2,267,613	\$ 2,437,578	\$ -	2,267,613	5,769,828
2022	2,210,000	525,000	2,735,000	2,305,141	-	2,735,000	5,339,969
2023	45,050,000	800,000	45,850,000	2,305,141	45,000,000	45,850,000	6,795,110
2024	830,000	1,250,000	2,080,000	2,305,141	-	2,080,000	7,020,251
2025	20,305,000	300,000	20,605,000	2,305,141	20,000,000	20,605,000	8,720,392
2026	-	1,055,000	1,055,000	2,305,141	-	1,055,000	9,970,533
<b>Total</b>	<b>\$ 68,395,000</b>	<b>3,930,000</b>	<b>72,325,000</b>	<b>\$ 11,525,705</b>	<b>\$ 65,000,000</b>	<b>72,325,000</b>	

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

Fiscal Year	Fund/Dept	Item Description	Number of Items	Cost of Purchase
2022	509-710	Engineering Design for WWTP Expansion	1	\$ 1,700,000
2022	509-710	Replace farm tractor for land application of biosolids	1	\$ 250,000
2022	509-710	Replace 1/2 ton truck 4x4 (2007)	1	\$ 30,000
2022	509-710	Replace injection unit for land application of biosolids	1	\$ 75,000
2022	509-710	Replace Vacuum tank trailer for land application of biosolids	1	\$ 50,000
2022	509-710	Backup pump for Golf Course, Hillcrest and Virginia LS	1	\$ 25,000
2022	509-710	Replace Comanche Generator and Control Panel	1	\$ 80,000
2023	509-710	Replace Golf Course LS control panel	1	\$ 50,000
2023	509-710	Construction of WWTP Expansion	1	\$ 45,000,000
2024	509-710	Engineering Design Caney PS Corridor Imprmts (Limestone to	1	\$ 750,000
2024	509-710	Replace Virginia LS control panel	1	\$ 40,000
2024	509-710	Replace Herrick LS control panel	1	\$ 40,000
2025	509-710	Replace Pumps at Tuxedo LS	1	\$ 200,000
2025	509-710	Replace Dewey Place LS control panel	1	\$ 40,000
2025	509-710	Replace 1/2 ton trucks 4x4 (2012)	2	\$ 65,000
2025	509-710	Construction of Caney PS Corridor Imprmts	1	\$ 20,000,000

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**All Funds Capital Expenditures Summary**  
(continued)

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

<b>Fiscal</b>			<b>Number of</b>	
<b>Year</b>	<b>Fund/Dept</b>	<b>Item Description</b>	<b>Items</b>	<b>Cost of Purchase</b>
2022	509-715	Nebraska & Maple Lift station and FM replacement (de	1	\$ 200,000
2022	509-715	Sewer Line Point Repairs/Replacement (contract and m	1	\$ 150,000
2022	509-715	Turkey Creek 36" Sewer Line Rehab (design)	4500 ft	\$ 175,000
2023	509-715	Nebraska Lift Station/Basin Improvements	1	\$ 600,000
2023	509-715	Sewer Line Point Repairs/Replacement (contract and m	1	\$ 200,000
2024	509-715	Turkey Creek 36" Sewer Line Rehab	1	\$ 1,000,000
2024	509-715	Sewer Line Point Repairs/Replacement (contract and m	1	\$ 250,000
2025	509-715	Sewer Line Point Repairs/Replacement (contract and m	1	\$ 300,000
2026	509-715	Replace Vactor truck with root foaming	1	\$ 650,000
2026	509-715	Replace 1.25-ton with dump bed (2014)	1	\$ 55,000
2026	509-715	Sewer Line Point Repairs/Replacement (contract and m	1	\$ 350,000

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

<b>Fiscal</b>	<b>Capital Plan Summaries</b>				<b>Funding Summaries</b>			
<b>Year</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>
2021	\$ 490,190	204,891	8,524,144	9,219,225	\$ 1,125,391	\$ 8,500,000	9,219,225	1,997,649
2022	260,000	225,000	737,500	1,222,500	1,099,557	-	1,222,500	1,874,706
2023	225,000	-	600,000	825,000	1,099,557	-	825,000	2,149,263
2024	275,000	-	610,000	885,000	1,099,557	-	885,000	2,363,820
2025	100,000	-	532,500	632,500	1,099,557	-	632,500	2,830,877
2026	275,000	-	1,140,000	1,415,000	1,188,930	-	1,415,000	2,604,807
<b>Total</b>	<b>\$ 1,135,000</b>	<b>225,000</b>	<b>3,620,000</b>	<b>4,980,000</b>	<b>\$ 5,587,158</b>	<b>\$ -</b>	<b>4,980,000</b>	

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

<b>Fiscal</b>			<b>Number of</b>	
<b>Year</b>	<b>Fund</b>	<b>Item Description</b>	<b>Items</b>	<b>Cost of Purchase</b>
2022	510-720	PLC Replacement - Pump Stations	1	\$ 130,000
2022	510-720	Refurbish Peristaltic Pumps	1	\$ 50,000
2022	510-720	1/2-ton truck 4x4 (replaces 2006 unit)	1	\$ 30,000
2022	510-720	Risk and Resiliency Assessment Improv.	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	\$ 275,000
2025	510-720	Replace blowers (2) for filter backwash	1	\$ 100,000
2026	510-720	Replace High Service Pump VFD	1	\$ 275,000

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**All Funds Capital Expenditures Summary**  
 (continued)

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

<b>Fiscal</b>			<b>Number of</b>	
<b>Year</b>	<b>Fund</b>	<b>Item Description</b>	<b>Items</b>	<b>Cost of Purchase</b>
2022	510-725	Replace truck shed	1	\$ 225,000

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

<b>Fiscal</b>			<b>Number of</b>	
<b>Year</b>	<b>Fund</b>	<b>Item Description</b>	<b>Items</b>	<b>Cost of Purchase</b>
2022	510-730	Replace Water Lines (contract and materials for staff)	3000 ft	\$ 350,000
2022	510-730	Mueller Communications Upgrade (move to V6)	1	\$ 350,000
2022	510-730	3/4-ton truck with utility bed (replaces 2009 unit)	1	\$ 37,500
2023	510-730	Replace Water Lines (contract and materials for staff)	3350 ft	\$ 400,000
2023	510-730	Dump Truck (10 wheel) - replaces 2003 unit	1	\$ 150,000
2023	510-730	1.25-ton truck with flatbed dump	1	\$ 50,000
2024	510-730	1/2 ton 4x4 (replaces 2014 unit)	1	\$ 30,000
2024	510-730	Backhoe (replaces 2001 unit)	1	\$ 130,000
2024	510-730	Replace Water Lines (contract and materials for staff)	3700 ft	\$ 450,000
2025	510-730	Replace Water Lines (contract and materials for staff)	4050 ft	\$ 500,000
2025	510-730	1/2 ton 4x4 (replaces 2014 unit)	1	\$ 32,500
2026	510-730	Replace Water Line - Adams (between Johnstone and Hickory)	3000 ft	\$ 425,000
2026	510-730	Replace Water Lines (contract and materials for staff)	4400 ft	\$ 550,000
2026	510-730	Dump Truck (10 wheel) - replaces 2005 unit	1	\$ 165,000

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**All Funds Capital Expenditures Summary**  
**(continued)**

***SANITATION 5 YR CAPITAL PLAN***

<b>Fiscal Year</b>	<b>Capital Plan Summaries</b>		<b>Funding Summaries</b>			
	<b>Sanitation</b>	<b>Total</b>	<b>Revenue to</b>		<b>Expenses</b>	<b>Cash</b>
			<b>Cap Res Fund</b>	<b>Debt Issued</b>		<b>Balance</b>
2021	\$ 389,510	389,510	\$ 650,000	\$ -	389,510	1,145,709
2022	585,000	585,000	606,491	-	585,000	1,167,200
2023	467,250	467,250	980,691	-	467,250	1,680,641
2024	1,940,250	1,940,250	980,691	-	1,940,250	721,082
2025	1,160,956	1,160,956	980,691	-	1,160,956	540,817
2026	1,350,000	1,350,000	980,691	-	1,350,000	171,508
<b>Total</b>	<b>\$ 5,503,456</b>	<b>5,503,456</b>	<b>\$ 4,529,255</b>	<b>\$ -</b>	<b>5,503,456</b>	

***SANITATION 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>
2022	511-750	Grappler/Loader Truck	1	\$ 160,000
2022	511-750	Washout Station	1	\$ 250,000
2022	511-750	Roll Off Refuse Truck	1	\$ 175,000
2023	511-750	One Ton Truck	2	\$ 94,500
2023	511-750	Rear Load Refuse Truck	2	\$ 372,750
2024	511-750	Automated Refuse Truck	5	\$ 1,940,250
2025	511-750	Rear Load Refuse Truck	2	\$ 410,956
2025	511-750	Poly Carts	12,500	\$ 750,000
2026	511-750	Poly Carts	12,500	\$ 750,000
2026	511-750	Street Sweeper	2	\$ 600,000

***CITY OF BARTLESVILLE***  
2021-22 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***  
2021-22 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***  
2021-22 Operating Budget  
Debt Service Calculations and Information  
(continued)

**Debt Service Requirements**

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
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>18,275,000</u></b>	<b><u>1,649,850</u></b>	<b><u>19,924,850</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***  
2021-22 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.

**BMA Utility System Revenue Note, Series 2021- \$27,966,000**

The 2019 revenue bonds were refinanced to reduce interest cost and shorten the payback period. Principal payments ranging between \$812,000 and \$1,098,000 are due semiannually starting October 1, 2021. The note has an interest rate of 2.00%.

**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***  
2021-22 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>
2022	2,129,186	841,965	2,971,151
2023	2,161,240	787,558	2,948,798
2024	2,186,470	731,710	2,918,180
2025	2,198,054	674,674	2,872,728
2026	2,253,613	616,260	2,869,873
2027	2,314,302	556,313	2,870,615
2028	2,365,108	494,820	2,859,928
2029	2,289,781	431,825	2,721,606
2030	2,235,000	371,800	2,606,800
2031	2,150,000	311,479	2,461,479
2032	2,070,000	254,238	2,324,238
2033	2,125,000	196,969	2,321,969
2034	2,180,000	138,188	2,318,188
2035	2,240,000	77,825	2,317,825
2036	<u>1,145,000</u>	<u>15,744</u>	<u>1,160,744</u>
<b>Grand Total</b>	<b><u>32,042,754</u></b>	<b><u>6,501,368</u></b>	<b><u>38,544,122</u></b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Current and Prior Years' Revenue Summary by Fund Type**

<b>FUND &amp; SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 APPROVED</b>
<b>GENERAL FUND</b>				
<b>General Fund:</b>				
Sales Tax	\$ 14,929,620	\$ 14,249,480	\$ 15,271,474	\$ 15,271,474
Franchise Tax	1,345,070	1,437,700	1,232,181	1,321,300
Licenses & Permits	216,615	215,600	221,255	222,400
Intergovernmental	709,694	3,489,488	3,543,511	3,611,100
Charges for Services	726,773	686,700	692,747	687,700
Fines and Forfeits	802,913	858,600	759,153	913,000
Interest and Investment Income	719,007	100,000	100,365	100,000
Donations and Miscellaneous	119,499	41,600	288,759	71,200
Transfers In	4,553,111	4,872,210	4,872,210	5,176,590
<b>Total General Fund</b>	<b>\$ 24,122,302</b>	<b>\$ 25,951,378</b>	<b>\$ 26,981,655</b>	<b>\$ 27,374,764</b>
<b>SPECIAL REVENUE FUNDS</b>				
<b>Economic Development Fund:</b>				
Sales Tax	\$ 1,407,909	\$ 1,344,291	\$ 1,440,705	\$ 1,440,705
Hotel-Motel Tax	190,427	208,600	108,239	108,200
Interest and Investment Income	45,026	-	-	-
<b>Total Economic Development</b>	<b>\$ 1,643,362</b>	<b>\$ 1,552,891</b>	<b>\$ 1,548,944</b>	<b>\$ 1,548,905</b>
<b>E-911 Fund:</b>				
E-911 Service Tax	\$ 80,671	\$ 83,200	\$ 77,093	\$ 77,000
E-911 Wireless Fee	426,547	429,400	454,175	458,700
Charges for Services	2,400	2,400	2,400	2,400
Interest and Investment Income	236	-	-	-
Transfers In	551,414	498,118	498,118	524,835
<b>Total E-911</b>	<b>\$ 1,061,268</b>	<b>\$ 1,013,118</b>	<b>\$ 1,031,786</b>	<b>\$ 1,062,935</b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Current and Prior Years' Revenue Summary by Fund Type**  
 (continued)

<b><i>FUND &amp; SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 APPROVED</i></b>
<b>Special Library Fund:</b>				
Intergovernmental	\$ 27,237	\$ 27,100	\$ 45,880	\$ 27,100
Interest and Investment Income	10,552	-	-	-
Donations and Miscellaneous	18,684	-	91,476	-
Transfers In	74,850	70,000	70,000	70,000
Total Special Library	<u>\$ 131,323</u>	<u>\$ 97,100</u>	<u>\$ 207,356</u>	<u>\$ 97,100</u>
<b>Special Museum Fund:</b>				
Interest and Investment Income	\$ 3,879	\$ -	\$ 176	\$ -
Donations and Miscellaneous	37,163	-	25,182	-
Transfers In	5,000	-	-	-
Total Special Museum	<u>\$ 46,042</u>	<u>\$ -</u>	<u>\$ 25,358</u>	<u>\$ -</u>
<b>Municipal Airport Fund:</b>				
Interest and Investment Income	\$ 8,895	\$ -	\$ -	\$ -
<b>Harshfield Library Donation Fund:</b>				
Donations and Miscellaneous	\$ 22,769	\$ -	\$ -	\$ -
<b>Restricted Revenue Fund:</b>				
Donations and Miscellaneous	\$ 736,646	\$ 510,000	\$ 519,934	\$ -
<b>Golf Course Memorial Fund:</b>				
Interest and Investment Income	\$ 602	\$ -	\$ -	\$ -
Donations and Miscellaneous	10,600	-	9,086	-
Total Golf Course Memorial	<u>\$ 11,202</u>	<u>\$ -</u>	<u>\$ 9,086</u>	<u>\$ -</u>
<b>JAG Fund:</b>				
Intergovernmental	\$ 5,886	\$ -	\$ -	\$ -

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Current and Prior Years' Revenue Summary by Fund Type**  
 (continued)

<b>FUND &amp; SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 APPROVED</b>
<b>Neighborhood Park Fund:</b>				
Interest and Investment Income	\$ 414	\$ -	\$ -	\$ -
Donations and Miscellaneous	6,170	-	272	-
Total Neighborhood Park	<u>\$ 6,584</u>	<u>\$ -</u>	<u>\$ 272</u>	<u>\$ -</u>
<b>Cemetery Perpetual Care Fund:</b>				
Charges for Services	\$ 1,691	\$ 1,200	\$ 3,197	\$ 3,100
Interest and Investment Income	208	-	-	-
Total Cemetery Perpetual Care	<u>\$ 1,899</u>	<u>\$ 1,200</u>	<u>\$ 3,197</u>	<u>\$ 3,100</u>
<b>Total Special Revenue Funds</b>	<b><u>\$ 3,675,876</u></b>	<b><u>\$ 3,174,309</u></b>	<b><u>\$ 3,345,933</u></b>	<b><u>\$ 2,712,040</u></b>
<b>DEBT SERVICE FUND</b>				
<b>Debt Service Fund:</b>				
Ad Valorem - Current Year	\$ 4,071,163	\$ 4,137,025	\$ 4,144,217	\$ 4,353,826
Proceeds from Issuance of Debt	\$ 43,315	\$ -	-	-
<b>Total Debt Service Fund</b>	<b><u>\$ 4,114,478</u></b>	<b><u>\$ 4,137,025</u></b>	<b><u>\$ 4,144,217</u></b>	<b><u>\$ 4,353,826</u></b>
<b>CAPITAL PROJECTS FUNDS</b>				
<b>CIP - Sales Tax Fund:</b>				
Sales Tax	\$ 2,817,745	\$ 2,688,581	\$ 2,881,410	\$ 2,910,224
Intergovernmental	190,220	-	72,020	-
Interest and Investment Income	155,020	-	-	-
Donations and Miscellaneous	16,954	-	-	-
Total CIP - Sales Tax	<u>\$ 3,179,939</u>	<u>\$ 2,688,581</u>	<u>\$ 2,953,430</u>	<u>\$ 2,910,224</u>
<b>CIP - Wastewater Fund:</b>				
Charges for Services	\$ 16,400	\$ -	\$ 9,200	\$ -
Interest and Investment Income	4,342	-	-	-
Total CIP - Wastewater	<u>\$ 20,742</u>	<u>\$ -</u>	<u>\$ 9,200</u>	<u>\$ -</u>
<b>CIP - Wastewater Regulatory Fund:</b>				
Interest and Investment Income	<u>25,106</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>CIP - City Hall Fund:</b>				
Charges for Services	\$ 22,585	\$ 5,000	\$ 11,301	\$ 11,000
Interest and Investment Income	1,549	-	-	-
Total CIP - City Hall	<u>\$ 24,134</u>	<u>\$ 5,000</u>	<u>\$ 11,301</u>	<u>\$ 11,000</u>

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
Current and Prior Years' Revenue Summary by Fund Type  
(continued)

<b>FUND &amp; SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 APPROVED</b>
<b>CIP - Storm Sewer Fund:</b>				
Charges for Services	\$ 1,632	\$ -	\$ 580	\$ -
Interest and Investment Income	3,286	-	-	-
Total CIP - Storm Sewer	<u>\$ 4,918</u>	<u>\$ -</u>	<u>\$ 580</u>	<u>\$ -</u>
<b>CDBG Fund:</b>				
Intergovernmental	<u>\$ 67,962</u>	<u>\$ -</u>	<u>\$ 82,510</u>	<u>\$ 196,000</u>
<b>2018B G.O. Bond Fund:</b>				
Proceeds from Issuance of Debt	<u>-</u>	<u>442,439</u>	<u>-</u>	<u>-</u>
<b>2019A G.O. Bond Fund:</b>				
Proceeds from Issuance of Debt	<u>\$ 2,000,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>2019B G.O. Bond Fund:</b>				
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Proceeds from Issuance of Debt	<u>\$ 600,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>2021A G.O. Bond Fund:</b>				
Proceeds from Issuance of Debt	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,150,000</u>	<u>\$ -</u>
<b>Total Capital Project Funds</b>	<u><b>\$ 5,922,801</b></u>	<u><b>\$ 3,136,020</b></u>	<u><b>\$ 4,207,021</b></u>	<u><b>\$ 3,088,410</b></u>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Current and Prior Years' Revenue Summary by Fund Type  
(continued)

<b><i>FUND &amp; SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 APPROVED</i></b>
<b>ENTERPRISE FUNDS</b>				
<b>Wastewater Operating Fund:</b>				
Donations and Miscellaneous	\$ 5,000	\$ -	\$ -	\$ -
Transfers In	4,546,368	4,824,591	4,824,591	4,574,224
Total Wastewater Operating	<u>\$ 4,551,368</u>	<u>\$ 4,824,591</u>	<u>\$ 4,824,591</u>	<u>\$ 4,574,224</u>
<b>Water Operating Fund:</b>				
Donations and Miscellaneous	\$ 958	\$ 5,000	\$ -	\$ -
Transfers In	5,884,198	6,453,922	6,453,922	7,146,368
Total Water Operating	<u>\$ 5,885,156</u>	<u>\$ 6,458,922</u>	<u>\$ 6,453,922</u>	<u>\$ 7,146,368</u>
<b>Sanitation Operating Fund:</b>				
Charges for Services	\$ 4,499,869	\$ 4,564,998	\$ 4,452,061	\$ 5,312,465
Interest and Investment Income	4,877	-	-	-
Donations and Miscellaneous	681	-	353	-
Total Sanitation Operating	<u>\$ 4,505,427</u>	<u>\$ 4,564,998</u>	<u>\$ 4,452,414</u>	<u>\$ 5,312,465</u>
<b>Golf Course Operating Fund:</b>				
Charges for Services	\$ 307,324	\$ 314,700	\$ 368,592	\$ 368,500
Interest and Investment Income	1,057	-	-	-
Transfers In	173,382	137,296	137,296	58,804
Total Golf Course Operating	<u>\$ 481,763</u>	<u>\$ 451,996</u>	<u>\$ 505,888</u>	<u>\$ 427,304</u>
<b>Sooner Pool Fund:</b>				
Interest and Investment Income	\$ 103	\$ -	\$ -	\$ -
Transfers In	44,750	37,360	37,360	40,546
Total Sooner Pool	<u>\$ 44,853</u>	<u>\$ 37,360</u>	<u>\$ 38,360</u>	<u>\$ 40,546</u>
<b>Frontier Pool Fund:</b>				
Interest and Investment Income	\$ 552	\$ -	\$ -	\$ -
Transfers In	49,681	35,806	35,806	50,404
Total Frontier Pool	<u>\$ 50,233</u>	<u>\$ 35,806</u>	<u>\$ 35,806</u>	<u>\$ 50,404</u>
<b>Total Enterprise Funds</b>	<b><u>\$15,518,800</u></b>	<b><u>\$16,373,673</u></b>	<b><u>\$16,310,981</u></b>	<b><u>\$17,551,311</u></b>

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**Current and Prior Years' Revenue Summary by Fund Type**  
(continued)

<b>FUND &amp; SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 APPROVED</b>
<b>INTERNAL SERVICE FUNDS</b>				
<b>Worker's Compensation Fund:</b>				
Interest and Investment Income	\$ 3,820	\$ -	\$ -	\$ -
Donations and Miscellaneous	9,803	-	-	-
Contribution from Operate Dept.	257,681	150,966	150,966	163,134
Total Worker's Compensation	<u>\$ 271,304</u>	<u>\$ 150,966</u>	<u>\$ 150,966</u>	<u>\$ 163,134</u>
<b>Health Insurance Fund:</b>				
Employee Contributions	\$ 429,752	\$ 429,000	\$ 448,144	\$ 400,000
Retiree Contributions	80,698	145,000	74,867	125,000
Interest and Investment Income	4,207	2,500	-	-
Reimbursement of Operations	2,819,436	2,519,598	2,519,598	2,866,626
Reimbursement by Contract	373,607	300,000	153,476	300,000
Total Health Insurance	<u>\$ 3,707,700</u>	<u>\$ 3,396,098</u>	<u>\$ 3,196,085</u>	<u>\$ 3,691,626</u>
<b>Auto Collision Fund:</b>				
Donations and Miscellaneous	\$ 37,210	\$ -	\$ 6,050	\$ -
Transfers In	75,000	75,000	75,000	75,000
Total Auto Collision	<u>\$ 112,210</u>	<u>\$ 75,000</u>	<u>\$ 81,050</u>	<u>\$ 75,000</u>
<b>Stabilization Reserve Fund:</b>				
Transfers In	<u>\$ 780,739</u>	<u>\$ 1,813,461</u>	<u>\$ 1,813,461</u>	<u>\$ 871,580</u>
<b>Capital Reserve Fund:</b>				
Charges for Services	\$ 2,935,438	\$ 3,150,000	\$ 3,562,969	\$ 3,865,936
Grants	35,934	-	25,000	-
Debt Proceeds	-	8,500,000	1,039,000	7,461,000
Transfers In	1,020,000	900,000	900,000	2,456,491
Total Capital Reserve Fund	<u>\$ 3,991,372</u>	<u>\$ 12,550,000</u>	<u>\$ 5,526,969</u>	<u>\$ 13,783,427</u>
<b>Total Internal Service Funds</b>	<b><u>\$ 8,863,325</u></b>	<b><u>\$ 17,985,525</u></b>	<b><u>\$ 10,768,531</u></b>	<b><u>\$ 18,584,767</u></b>
<b>FIDUCIARY FUNDS</b>				
<b>Mausoleum Trust Fund:</b>				
Interest and Investment Income	<u>\$ 263</u>	<u>\$ -</u>	<u>\$ 86</u>	<u>\$ -</u>



***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Current and Prior Years' Revenue Summary by Fund Type  
(continued)

<b><i>FUND &amp; SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 APPROVED</i></b>
<b>BARTLESVILLE MUNICIPAL AUTHORITY</b>				
<b>BMA - Wastewater Fund:</b>				
Charges for Services	\$ 4,617,596	\$ 4,828,725	\$ 4,961,866	\$ 5,056,535
Donations and Miscellaneous	58,394	30,300	30,000	30,000
Total BMA - Wastewater	<u>\$ 4,675,990</u>	<u>\$ 4,859,025</u>	<u>\$ 4,991,866</u>	<u>\$ 5,086,535</u>
<b>BMA - Water Fund:</b>				
Charges for Services	\$ 9,490,513	\$ 9,675,588	\$ 10,594,465	\$ 9,991,595
Interest and Investment Income	19,183	-	-	-
Total BMA - Water	<u>\$ 9,509,696</u>	<u>\$ 9,675,588</u>	<u>\$ 10,594,465</u>	<u>\$ 9,991,595</u>
<b>Total BMA Funds</b>	<b><u>\$ 14,185,686</u></b>	<b><u>\$ 14,534,613</u></b>	<b><u>\$ 15,586,331</u></b>	<b><u>\$ 15,078,130</u></b>
<b>TOTAL REVENUE ALL FUNDS</b>	<b><u>\$ 76,403,531</u></b>	<b><u>\$ 85,292,543</u></b>	<b><u>\$ 81,344,755</u></b>	<b><u>\$ 88,772,062</u></b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Current and Prior Years' Expenditure Summary by Fund Type**

<b>FUND &amp; DEPARTMENT</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 APPROVED</b>
<b>GENERAL FUND</b>				
<b>General Fund:</b>				
City Council	\$ 12,768	\$ 20,560	\$ 19,641	\$ 22,660
Administration	688,013	779,331	745,334	873,348
Accounting and Finance	1,400,531	1,478,691	1,447,411	1,620,829
Legal	168,428	195,734	158,428	218,844
Building & Neighborhood Service	668,436	697,826	650,696	816,529
Building Maintenance	478,671	481,708	446,185	484,290
General Services	624,088	801,786	775,889	727,059
Cemetery	8,580	16,710	8,269	16,710
Community Development	491,892	536,028	518,358	575,474
Technical Services	761,475	966,907	952,893	1,063,110
Engineering	567,228	422,581	413,013	440,517
Fleet Maintenance	407,861	414,868	414,207	453,050
Fire	6,008,198	6,276,539	6,062,400	6,925,166
Police	5,927,123	6,061,942	5,769,404	7,024,231
Street	1,400,703	1,526,892	1,346,491	1,666,671
Library	1,344,312	1,403,523	1,384,646	1,477,411
History Museum	187,721	186,276	172,665	200,929
Park and Recreation	1,148,426	1,301,845	1,193,018	1,415,528
Transfers Out	1,666,073	2,949,309	2,949,309	3,338,528
Reserves	-	1,350,700	-	2,090,000
<b>Total General Fund</b>	<b>\$ 23,960,527</b>	<b>\$ 27,869,756</b>	<b>\$ 25,428,257</b>	<b>\$ 31,450,884</b>
<b>SPECIAL REVENUE FUNDS</b>				
<b>Economic Development Fund:</b>				
Economic Development	\$ 1,163,790	\$ 3,069,247	\$ 1,080,000	\$ 3,708,789
<b>E-911 Fund:</b>				
Emergency Dispatch	\$ 1,055,032	\$ 1,069,766	\$ 1,037,845	\$ 1,083,677
Reserves	-	20,905	-	20,905
<b>Total E-911 Fund</b>	<b>\$ 1,055,032</b>	<b>\$ 1,090,671</b>	<b>\$ 1,037,845</b>	<b>\$ 1,104,582</b>
<b>Special Library Fund:</b>				
Library	\$ 123,541	\$ 158,700	\$ 185,369	\$ 210,000

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Current and Prior Years' Expenditure Summary by Fund Type  
(continued)

<b><i>FUND &amp; DEPARTMENT</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 APPROVED</i></b>
<b>Special Museum Fund:</b>				
Museum	\$ 24,499	\$ 40,500	\$ 27,846	\$ 41,000
<b>Municipal Airport Fund:</b>				
Airport	\$ -	\$ 279,033	\$ 2,192	\$ 285,736
<b>Harshfield Library Donation Fund:</b>				
Library	\$ 101,197	\$ 650,077	\$ 96,014	\$ 567,025
<b>Restricted Revenue Fund:</b>				
General Services	\$ 53	\$ 563,136	\$ 506,601	\$ 56,534
Cemetery	-	24,117	-	24,317
Community Development	-	1,591	-	1,591
Fire	27,163	9,289	-	7,988
Police	63,399	39,384	8,990	27,319
Park and Recreation	-	-	7,324	2,676
Swimming Pools	447,892	79,992	70,729	241,042
Stadium	-	6,192	-	6,192
Total Restricted Donations	\$ 538,507	\$ 723,701	\$ 593,644	\$ 367,659
<b>Golf Course Memorial Fund:</b>				
Municipal Golf Course	\$ 23,330	\$ 10,130	\$ 2,908	\$ 12,917
<b>JAG Fund:</b>				
Police	\$ -	\$ 2,778	\$ 2,760	\$ 3,134
Transfers Out	-	-	-	-
Total JAG Fund	\$ -	\$ 2,778	\$ 2,760	\$ 3,134
<b>Neighborhood Park Fund:</b>				
Park and Recreation	\$ -	\$ 14,659	\$ -	\$ 15,346
<b>Cemetery Perpetual Care Fund:</b>				
Cemetery	\$ -	\$ 8,538	\$ 400	\$ 13,781
<b>Total Special Revenue Funds</b>	<b>\$ 3,029,896</b>	<b>\$ 6,048,034</b>	<b>\$ 3,028,978</b>	<b>\$ 6,329,969</b>

# CITY OF BARTLESVILLE

## 2021-22 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 APPROVED</b>
<b>DEBT SERVICE FUND</b>				
<b>Debt Service Fund:</b>				
Judgments	\$ 70,000	\$ 65,000	\$ 65,000	\$ 65,000
2009 Combined Purpose Bonds	366,100	-	-	-
2012 Combined Purpose Bonds	349,435	344,865	344,865	339,585
2014 Combined Purpose Bonds	181,545	179,070	179,070	175,770
2014B Combined Purpose Bonds	631,312	624,125	624,125	615,356
2015 Combined Purpose Bonds	243,265	240,515	240,515	237,490
2017 Combined Purpose Bonds	874,800	858,300	858,300	841,800
2018A Combined Purpose Bonds	276,138	1,399,650	1,399,650	1,368,300
2018B Combined Purpose Bonds	15,900	-	-	-
2018C Combined Purpose Bonds	-	351,925	351,925	343,675
2019A Combined Purpose Bonds	-	57,525	57,525	257,275
2019B Combined Purpose Bonds	-	15,750	15,750	110,175
<b>Total Debt Service Fund</b>	<b>\$ 3,008,495</b>	<b>\$ 4,136,725</b>	<b>\$ 4,136,725</b>	<b>\$ 4,354,426</b>
<b>CAPITAL PROJECTS FUNDS</b>				
<b>CIP - Sales Tax Fund:</b>				
General Services	\$ -	\$ 945,000	\$ 258,022	\$ 1,252,000
Tech Services	-	-	-	305,000
Engineering	-	57,378	-	57,378
Fire	-	115,000	90,152	-
Police	-	285,000	281,948	447,860
Storm Sewer	1,510,395	-	-	-
Street	901,584	2,862,000	2,454,452	965,000
Park and Recreation	122,374	3,127,710	941,996	3,197,000
Municipal Golf Course	-	-	-	21,000
Unallocated	-	350,893	-	372,027
<b>Total CIP - Sales Tax</b>	<b>\$ 2,534,353</b>	<b>\$ 7,742,981</b>	<b>\$ 4,026,570</b>	<b>\$ 6,617,265</b>
<b>CIP - Wastewater Fund:</b>				
Wastewater Maintenance	\$ -	\$ 83,800	\$ 38,462	\$ 60,000
Unallocated	-	56,310	-	47,288
<b>Total CIP - Wastewater</b>	<b>\$ -</b>	<b>\$ 140,110</b>	<b>\$ 38,462</b>	<b>\$ 107,288</b>
<b>CIP - Wastewater Regulatory Fund:</b>				
Wastewater Maintenance	\$ 500	\$ -	\$ -	\$ -
Transfers Out	255,242	-	-	-
Unallocated	-	-	-	805,434
<b>Total CIP - Wastewater Regulatory</b>	<b>\$ 255,742</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 805,434</b>

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget**

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

<b>FUND &amp; DEPARTMENT</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 APPROVED</b>
<b>CIP - City Hall Fund:</b>				
General Services	\$ -	\$ 18,898	\$ 792	\$ 20,000
Unallocated	-	25,952	-	43,758
Total CIP - City Hall	<u>\$ -</u>	<u>\$ 44,850</u>	<u>\$ 792</u>	<u>\$ 63,758</u>
<b>CIP - Storm Sewer Fund:</b>				
Storm Sewer	<u>\$ 68,849</u>	<u>\$ 93,012</u>	<u>\$ 8,232</u>	<u>\$ 45,848</u>
<b>CDBG Fund:</b>				
Street	<u>\$ 68,103</u>	<u>\$ 78,822</u>	<u>\$ 78,822</u>	<u>\$ 196,000</u>
<b>2008B G.O Bond Fund</b>				
Parks & Recreation	<u>\$ -</u>	<u>\$ 88</u>	<u>\$ 88</u>	<u>\$ -</u>
<b>2010 G.O Bond Fund</b>				
Street	<u>\$ -</u>	<u>\$ 410</u>	<u>\$ 410</u>	<u>\$ -</u>
<b>2012 G.O Bond Fund</b>				
Police	\$ -	\$ -	\$ -	\$ -
Sooner Pool	-	106,472	-	106,472
Total 2012 G.O. Bond	<u>\$ -</u>	<u>\$ 106,472</u>	<u>\$ -</u>	<u>\$ 106,472</u>
<b>2014 G.O Bond Fund</b>				
Street	\$ 389,941	\$ 73,351	\$ -	\$ -
Parks	-	-	-	-
Total 2014 G.O. Bond	<u>\$ 389,941</u>	<u>\$ 73,351</u>	<u>\$ -</u>	<u>\$ -</u>
<b>2014B G.O Bond Fund</b>				
Police	\$ -	\$ 26,634	\$ 24,239	\$ -
Unallocated	-	-	-	3,885
Total 2014B G.O. Bond	<u>\$ -</u>	<u>\$ 26,634</u>	<u>\$ 24,239</u>	<u>\$ 3,885</u>
<b>2015 G.O Bond Fund</b>				
Street	<u>\$ 69,929</u>	<u>\$ 13,011</u>	<u>\$ -</u>	<u>\$ -</u>

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**Current and Prior Years' Expenditure Summary by Fund Type**  
(continued)

<b>FUND &amp; DEPARTMENT</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 APPROVED</b>
<b>2017 G.O Bond Fund</b>				
Street	\$ -	\$ 140,000	\$ 140,000	\$ -
Park and Recreation	446,303	106,407	47,834	36,704
Unallocated	262,163	82,148	-	-
Total 2017 G.O. Bond	<u>\$ 708,466</u>	<u>\$ 328,555</u>	<u>\$ 187,834</u>	<u>\$ 36,704</u>
<b>2018A G.O Bond Fund</b>				
Library	\$ -	\$ 180,000	\$ 180,000	\$ -
Park and Recreation	3,251,115	2,245,750	2,331,690	-
Street	42,429	1,990,643	1,983,047	-
Unallocated	-	-	-	13,015
Total 2018A G.O. Bond	<u>\$ 3,293,544</u>	<u>\$ 4,416,393</u>	<u>\$ 4,494,737</u>	<u>\$ 13,015</u>
<b>2018B G.O Bond Fund</b>				
Storm Swere	\$ 22,821	\$ 442,439	\$ 390,627	\$ 10,000
Unallocated	-	-	-	47,992
Total 2018A G.O. Bond	<u>\$ 22,821</u>	<u>\$ 442,439</u>	<u>\$ 390,627</u>	<u>\$ 57,992</u>
<b>2018C G.O Bond Fund</b>				
Police	\$ 246,084	\$ -	\$ 48,825	\$ -
Library	-	30,500	-	-
Street	636,876	985,000	735,757	290,000
Park and Recreation	70	160,000	240,003	100,000
Unallocated	-	-	-	57,791
Total 2018C G.O. Bond	<u>\$ 883,030</u>	<u>\$ 1,175,500</u>	<u>\$ 1,024,585</u>	<u>\$ 447,791</u>
<b>2019A G.O Bond Fund</b>				
Street	\$ -	\$ 853,831	\$ 787,187	\$ -
Park and Recreation	21,138	1,182,564	308,495	725,000
Unallocated	-	-	-	27,367
Total 2019A G.O. Bond	<u>\$ 21,138</u>	<u>\$ 2,036,395</u>	<u>\$ 1,095,682</u>	<u>\$ 752,367</u>
<b>2019B G.O Bond Fund</b>				
Storm Sewer	\$ 4,000	\$ 546,570	\$ 168,380	\$ 300,000
Unallocated	-	-	-	78,190
Total 2019B G.O. Bond	<u>\$ 4,000</u>	<u>\$ 546,570</u>	<u>\$ 168,380</u>	<u>\$ 378,190</u>
<b>2021A G.O Bond Fund</b>				
Accounting and Finance	\$ -	\$ -	\$ 120,000	\$ -
Street	-	-	-	581,600
Park and Recreation	-	-	-	434,600
Unallocated	-	-	-	13,800
Total 2021A G.O. Bond	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 120,000</u>	<u>\$ 1,030,000</u>
<b>Total Capital Projects Funds</b>	<u><b>\$ 8,319,916</b></u>	<u><b>\$ 17,268,229</b></u>	<u><b>\$ 11,782,096</b></u>	<u><b>\$ 11,228,595</b></u>

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**Current and Prior Years' Expenditure Summary by Fund Type**  
 (continued)

<b>FUND &amp; DEPARTMENT</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 APPROVED</b>
<b>ENTERPRISE FUNDS</b>				
<b>Wastewater Operating Fund:</b>				
Wastewater Treatment Plant	\$ 2,441,444	\$ 2,469,227	\$ 2,445,869	\$ 2,423,985
Wastewater Maintenance	686,374	864,193	625,986	846,942
Transfers Out	1,345,686	1,440,164	1,440,164	1,526,012
Reserves	-	77,423	-	76,341
Total Wastewater Operating	<u>\$ 4,473,504</u>	<u>\$ 4,851,007</u>	<u>\$ 4,512,019</u>	<u>\$ 4,873,280</u>
<b>Water Operating Fund:</b>				
Water Plant	\$ 2,142,367	\$ 2,818,894	\$ 2,406,616	\$ 2,927,538
Water Administration	318,069	338,064	343,820	352,856
Water Distribution	1,328,891	1,613,432	1,281,629	1,699,406
Transfers Out	2,095,829	2,238,997	2,238,997	2,380,530
Reserves	-	152,885	-	157,812
Total Water Operating	<u>\$ 5,885,156</u>	<u>\$ 7,162,272</u>	<u>\$ 6,271,062</u>	<u>\$ 7,518,142</u>
<b>Sanitation Operating Fund:</b>				
Sanitation	\$ 2,855,906	\$ 2,972,821	\$ 2,665,279	\$ 3,204,733
Transfers Out	2,210,489	1,760,615	1,760,615	2,259,180
Reserves	-	108,677	-	113,820
Total Sanitation Operating	<u>\$ 5,066,395</u>	<u>\$ 4,842,113</u>	<u>\$ 4,425,894</u>	<u>\$ 5,577,733</u>
<b>Municipal Golf Course Fund:</b>				
Golf Course	\$ 458,295	\$ 498,740	\$ 501,091	\$ 543,684
Reserves	-	15,841	-	16,877
Total Municipal Golf Course	<u>\$ 458,295</u>	<u>\$ 514,581</u>	<u>\$ 501,091</u>	<u>\$ 560,561</u>
<b>Sooner Pool Fund:</b>				
Sooner Pool	\$ 31,755	\$ 47,590	\$ 43,911	\$ 50,040
Reserves	-	952	-	1,001
Total Sooner Pool	<u>\$ 31,755</u>	<u>\$ 48,542</u>	<u>\$ 43,911</u>	<u>\$ 51,041</u>
<b>Frontier Pool Fund:</b>				
Frontier Pool	\$ 38,551	\$ 60,620	\$ 61,735	\$ 62,765
Reserves	-	1,212	-	1,255
Total Frontier Pool	<u>\$ 38,551</u>	<u>\$ 61,832</u>	<u>\$ 61,735</u>	<u>\$ 64,020</u>
<b>Total Enterprise Funds</b>	<b><u>\$ 15,953,656</u></b>	<b><u>\$ 17,480,347</u></b>	<b><u>\$ 15,815,712</u></b>	<b><u>\$ 18,644,777</u></b>

# CITY OF BARTLESVILLE

## 2021-22 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 APPROVED</b>
<b>INTERNAL SERVICE FUNDS</b>				
<b>Workers' Compensation Fund:</b>				
Work Comp Claims	\$ 130,008	\$ 400,000	\$ 110,882	\$ 400,000
Administration	12,667	25,000	30,000	30,000
Total Workers' Compensation	<u>\$ 142,675</u>	<u>\$ 425,000</u>	<u>\$ 140,882</u>	<u>\$ 430,000</u>
<b>Health Insurance Fund:</b>				
Medical Claims	\$ 2,744,454	\$ 3,180,000	\$ 2,898,390	\$ 2,993,594
Administration Fees	636,620	753,182	750,000	766,159
Total Health Insurance	<u>\$ 3,381,074</u>	<u>\$ 3,933,182</u>	<u>\$ 3,648,390</u>	<u>\$ 3,759,753</u>
<b>Auto Collision Fund:</b>				
Auto Collision Claims	<u>\$ 27,993</u>	<u>\$ 337,407</u>	<u>\$ 45,000</u>	<u>\$ 443,559</u>
<b>Stabilization Reserve Fund:</b>				
General Fund Reserve	\$ -	\$ 5,942,093	\$ -	\$ 6,481,032
Wastewater Fund Reserve	-	891,261	-	984,828
Water Fund Reserve	-	1,511,292	-	1,655,122
Sanitation Fund Reserve	-	994,782	-	1,090,026
Total Stabilization Reserve	<u>\$ -</u>	<u>\$ 9,339,428</u>	<u>\$ -</u>	<u>\$ 10,211,008</u>
<b>Capital Reserve Fund:</b>				
General	\$ 116,910	\$ 243,400	\$ 238,720	\$ 1,850,500
Wastewater	555,582	3,525,000	156,000	2,800,000
Water	853,895	12,396,191	2,293,300	9,287,500
Sanitation	1,649,425	495,000	389,510	650,000
Total Capital Reserve	<u>\$ 3,175,812</u>	<u>\$ 16,659,591</u>	<u>\$ 3,077,530</u>	<u>\$ 14,588,000</u>
<b>Total Internal Service Funds</b>	<b><u>\$ 6,727,554</u></b>	<b><u>\$ 30,694,608</u></b>	<b><u>\$ 6,911,802</u></b>	<b><u>\$ 29,432,320</u></b>
<b>FIDUCIARY FUNDS</b>				
<b>Mausoleum Trust Fund:</b>				
Mausoleum	<u>\$ -</u>	<u>\$ 8,323</u>	<u>\$ 400</u>	<u>\$ 8,323</u>
<b>BARTLESVILLE MUNICIPAL AUTHORITY</b>				
<b>BMA - Wastewater Fund:</b>				
BMA Wastewater Operating	\$ 28,282	\$ 29,000	\$ 28,518	\$ 28,400
Transfers Out	4,546,368	4,824,591	4,824,591	4,574,224
Total BMA - Wastewater	<u>\$ 4,574,650</u>	<u>\$ 4,853,591</u>	<u>\$ 4,853,109</u>	<u>\$ 4,602,624</u>
<b>BMA - Water Fund:</b>				
BMA - Water Operating	\$ 2,998,420	\$ 3,026,408	\$ 3,026,408	\$ 3,048,026
Transfers Out	5,884,198	6,453,922	6,453,922	7,146,368
Total BMA - Water	<u>\$ 8,882,618</u>	<u>\$ 9,480,330</u>	<u>\$ 9,480,330</u>	<u>\$ 10,194,394</u>
<b>Total BMA Funds</b>	<b><u>\$ 13,457,268</u></b>	<b><u>\$ 14,333,921</u></b>	<b><u>\$ 14,333,439</u></b>	<b><u>\$ 14,797,018</u></b>
<b>TOTAL EXPENSES ALL FUNDS</b>	<b><u>\$ 74,457,312</u></b>	<b><u>\$ 117,839,943</u></b>	<b><u>\$ 81,437,409</u></b>	<b><u>\$ 116,275,126</u></b>



**CITY OF BARTLESVILLE**  
2021-22 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, 2020 is provided below.

**General Fund**  
**Budgetary Fund Balance Calculation**  
**As of July 1, 2020**

<u>Account Title</u>	<u>Balance</u>
Cash and Investments	2,619,564
Petty Cash	3,250
Inventory	36,468
Accounts Receivable (net of allowance)	<u>(46,063)</u>
Total Assets	<u>2,613,219</u>
Cleet Payable	(14,445)
Other Payables	5,155
Deferred Revenue	(4,994)
Deposit Payable	(2,769)
Reserved for Encumbrances	<u>-</u>
Total Liabilities	<u>(17,053)</u>
<b>Total Budgetary Fund Balance</b>	<b><u><u>2,596,166</u></u></b>

By nature, certain components of fund balance are restricted as to use. However, if the restricted assets and liabilities that the fund balance represents are used to fund the City’s operating budget, then these amounts will be included in fund balance as well. An example of this is the restricted donations fund. This entire fund is restricted as to use, but the expenditures for the restricted donations 2021-22 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**  
2021-22 Operating Budget  
Estimated Change in Fund Equity – All Funds  
(continued)

<b>FUND</b>	<b>FUND BALANCE JULY 1, 2021</b>	<b>ADDITIONS</b>	<b>REDUCTIONS</b>	<b>FUND BALANCE JUNE 30, 2022</b>
<b>GENERAL FUND</b>				
General	\$ 4,107,205	\$ 27,374,764	\$ 29,360,884	\$ 2,121,085
<b>SPECIAL REVENUE FUNDS</b>				
Economic Development	\$ 2,159,884	\$ 1,548,905	\$ 3,708,789	\$ -
E-911	41,647	1,062,935	1,083,677	20,905
Special Library	335,844	97,100	210,000	222,944
Special Museum	120,517	-	41,000	79,517
Municipal Airport	285,736	-	285,736	-
Harshfield Library Donation	567,025	-	567,025	-
Restricted Revenue	367,660	-	367,660	-
Golf Course Memorial	12,917	-	12,917	-
JAG	3,134	-	3,134	-
Neighborhood Park	15,346	-	15,346	-
Cemetery Perpetual Care	10,681	3,100	13,781	-
Special Revenue Funds	\$ 3,920,391	\$ 2,712,040	\$ 6,309,065	\$ 323,366
<b>DEBT SERVICE FUND</b>				
Debt Service	\$ 2,517,426	\$ 4,353,826	\$ 4,354,426	\$ 2,516,826
<b>CAPITAL PROJECTS FUNDS</b>				
CIP - Sales Tax	\$ 3,707,041	\$ 2,910,224	\$ 6,617,265	\$ -
CIP - Wastewater	107,288	-	107,288	-
CIP - Wastewater Reg	805,434	-	805,434	-
CIP - City Hall	52,758	11,000	63,758	-
CIP - Storm Sewer	45,848	-	45,848	-
2012 GO Bond	106,472	-	106,472	-
2014B GO Bond	3,885	-	3,885	-
2017 GO Bond	36,704	-	36,704	-
2018A GO Bond	13,015	-	13,015	-
2018B GO Bond	57,992	-	57,992	-
2018C GO Bond	447,791	-	447,791	-
2019A GO Bond	752,367	-	752,367	-
2019B GO Bond	378,190	-	378,190	-
Capital Projects Funds	\$ 6,514,785	\$ 3,117,224	\$ 9,632,009	\$ -

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
Estimated Change in Fund Equity – All Funds  
(continued)

<b>FUND</b>	<b>FUND BALANCE JULY 1, 2021</b>	<b>ADDITIONS</b>	<b>REDUCTIONS</b>	<b>FUND BALANCE JUNE 30, 2022</b>
<b>ENTERPRISE FUNDS</b>				
Wastewater Operating	\$ 299,056	\$ 4,574,224	\$ 4,796,939	\$ 76,341
Water Operating	371,774	7,146,368	7,360,330	157,812
Sanitation Operating	265,277	5,312,465	5,463,913	113,829
Municipal Golf Course	133,257	427,304	543,684	16,877
Sooner Pool	10,495	40,546	50,040	1,001
Frontier Pool	13,616	50,404	62,765	1,255
Enterprise Funds	<u>\$ 1,093,475</u>	<u>\$ 17,551,311</u>	<u>\$ 18,277,671</u>	<u>\$ 367,115</u>
<b>INTERNAL SERVICE FUNDS</b>				
Workers' Compensation	\$ 266,866	\$ 163,134	\$ 430,000	\$ -
Health Insurance	68,127	3,691,626	3,759,753	-
Auto Collision Insurance	368,559	75,000	443,559	-
Stabilization Reserve	9,339,428	871,580	-	10,211,008
Capital Reserve	12,839,988	13,783,427	14,588,000	12,035,415
Internal Service Funds	<u>\$ 22,882,968</u>	<u>\$ 18,584,767</u>	<u>\$ 19,221,312</u>	<u>\$ 22,246,423</u>
<b>FIDUCIARY FUNDS</b>				
Mausoleum Trust	<u>\$ 8,185</u>	<u>\$ -</u>	<u>\$ 8,185</u>	<u>\$ -</u>
<b>BARTLESVILLE MUNICIPAL AUTHORITY FUNDS</b>				
BMA - Wastewater	\$ 560,109	\$ 5,086,535	\$ 4,602,624	\$ 1,044,020
BMA - Water	3,137,482	9,991,595	10,194,394	2,934,683
BMA Funds	<u>\$ 3,697,591</u>	<u>\$ 15,078,130</u>	<u>\$ 14,797,018</u>	<u>\$ 3,978,703</u>
<b>All Funds Total</b>	<b><u>\$ 44,742,026</u></b>	<b><u>\$ 88,772,062</u></b>	<b><u>\$ 101,960,570</u></b>	<b><u>\$ 31,553,518</u></b>

**Significant Increases or Decreases**

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

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

***CITY OF BARTLESVILLE***  
2021-22 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**

## 2021-22 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2020-21 BUDGET</b>	<b>2021-22 BUDGET</b>	<b>% INCREASE (DECREASE)</b>
<b>GENERAL FUND</b>			
<b>General Fund:</b>			
City Council			
Contractual Services	\$ 17,660	\$ 19,760	11.9%
Materials and Supplies	2,900	2,900	0.0%
City Council Total	<u>\$ 20,560</u>	<u>\$ 22,660</u>	<u>10.2%</u>
Administration			
Personnel Services	\$ 612,000	\$ 666,529	8.9%
Contractual Services	160,581	198,569	23.7%
Materials and Supplies	6,750	8,250	22.2%
Administration Total	<u>\$ 779,331</u>	<u>\$ 873,348</u>	<u>12.1%</u>
Accounting and Finance			
Personnel Services	\$ 1,061,311	\$ 1,153,749	8.7%
Contractual Services	390,380	441,080	13.0%
Materials and Supplies	27,000	26,000	-3.7%
Accounting and Finance Total	<u>\$ 1,478,691</u>	<u>\$ 1,620,829</u>	<u>9.6%</u>
Legal			
Personnel Services	\$ 156,734	\$ 164,844	5.2%
Contractual Services	39,000	54,000	38.5%
Materials and Supplies	-	-	N/A
Legal Total	<u>\$ 195,734</u>	<u>\$ 218,844</u>	<u>11.8%</u>
Building & Neighbor Service			
Personnel Services	\$ 470,076	\$ 567,329	20.7%
Contractual Services	203,650	217,350	6.7%
Materials and Supplies	24,100	31,850	32.2%
Building & Neighbor Service Total	<u>\$ 697,826</u>	<u>\$ 816,529</u>	<u>17.0%</u>
Building Maintenance			
Personnel Services	\$ 390,328	\$ 388,910	-0.4%
Contractual Services	75,880	76,880	1.3%
Materials and Supplies	15,500	18,500	19.4%
Building Maintenance Total	<u>\$ 481,708</u>	<u>\$ 484,290</u>	<u>0.5%</u>

# ***CITY OF BARTLESVILLE***

## 2021-22 Operating Budget

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

<b><i>FUND &amp; DEPARTMENT</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2021-22 BUDGET</i></b>	<b><i>% INCREASE (DECREASE)</i></b>
General Services			
Contractual Services	\$ 772,786	\$ 693,059	-10.3%
Materials and Supplies	29,000	34,000	17.2%
General Services Total	<u>\$ 801,786</u>	<u>\$ 727,059</u>	<u>-9.3%</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	\$ 444,268	\$ 478,687	7.7%
Contractual Services	86,110	84,187	-2.2%
Materials and Supplies	5,650	12,600	123.0%
Community Development Total	<u>\$ 536,028</u>	<u>\$ 575,474</u>	<u>7.4%</u>
Technical Services			
Personnel Services	\$ 403,682	\$ 441,135	9.3%
Contractual Services	515,825	561,575	8.9%
Materials and Supplies	47,400	60,400	27.4%
Technical Services Total	<u>\$ 966,907</u>	<u>\$ 1,063,110</u>	<u>9.9%</u>
Engineering			
Personnel Services	\$ 384,811	\$ 402,747	4.7%
Contractual Services	25,870	25,870	0.0%
Materials and Supplies	11,900	11,900	0.0%
Engineering Total	<u>\$ 422,581</u>	<u>\$ 440,517</u>	<u>4.2%</u>
Fleet Maintenance			
Personnel Services	\$ 359,728	\$ 392,910	9.2%
Contractual Services	20,040	25,040	25.0%
Materials and Supplies	35,100	35,100	0.0%
Fleet Maintenance Total	<u>\$ 414,868</u>	<u>\$ 453,050</u>	<u>9.2%</u>
Fire			
Personnel Services	\$ 5,892,547	\$ 6,470,634	9.8%
Contractual Services	198,002	229,002	15.7%
Materials and Supplies	185,990	225,530	21.3%
Fire Total	<u>\$ 6,276,539</u>	<u>\$ 6,925,166</u>	<u>10.3%</u>

# ***CITY OF BARTLESVILLE***

## 2021-22 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2020-21 BUDGET</b>	<b>2021-22 BUDGET</b>	<b>% INCREASE (DECREASE)</b>
Police			
Personnel Services	\$ 5,376,542	\$ 6,270,121	16.6%
Contractual Services	365,400	402,360	10.1%
Materials and Supplies	320,000	351,750	9.9%
Police Total	<u>\$ 6,061,942</u>	<u>\$ 7,024,231</u>	<u>15.9%</u>
Street			
Personnel Services	\$ 934,492	\$ 1,070,721	14.6%
Contractual Services	258,500	262,050	1.4%
Materials and Supplies	333,900	333,900	0.0%
Street Total	<u>\$ 1,526,892</u>	<u>\$ 1,666,671</u>	<u>9.2%</u>
Library			
Personnel Services	\$ 1,119,138	\$ 1,184,906	5.9%
Contractual Services	163,935	167,575	2.2%
Materials and Supplies	120,450	124,930	3.7%
Library Total	<u>\$ 1,403,523</u>	<u>\$ 1,477,411</u>	<u>5.3%</u>
History Museum			
Personnel Services	\$ 159,701	\$ 172,265	7.9%
Contractual Services	13,375	15,975	19.4%
Materials and Supplies	13,200	12,689	-3.9%
History Museum Total	<u>\$ 186,276</u>	<u>\$ 200,929</u>	<u>7.9%</u>
Park and Recreation			
Personnel Services	\$ 1,013,695	\$ 1,120,228	10.5%
Contractual Services	138,650	153,800	10.9%
Materials and Supplies	149,500	141,500	-5.4%
Park and Recreation Total	<u>\$ 1,301,845</u>	<u>\$ 1,415,528</u>	<u>8.7%</u>
Transfers Out			
To E-911 Fund	\$ 511,118	\$ 524,835	2.7%
To Adams Golf Course	144,130	58,804	-59.2%
To Sooner Pool	37,360	40,546	8.5%
To Frontier Pool	35,806	50,404	40.8%
To Auto Collision Insurance	25,000	25,000	0.0%
To Stabilization Reserve	1,495,895	538,939	-64.0%
To Capital Reserve	700,000	1,850,000	164.3%
Total Transfers Out	<u>\$ 2,949,309</u>	<u>\$ 3,088,528</u>	<u>4.7%</u>

# ***CITY OF BARTLESVILLE***

## 2021-22 Operating Budget

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

<b><i>FUND &amp; DEPARTMENT</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2021-22 BUDGET</i></b>	<b><i>% INCREASE (DECREASE)</i></b>
Reserves			
Compensated Absences Reserve	610,000	724,000	18.7%
Severance Reserve	110,700	166,000	50.0%
Compensation Increase Reserve	630,000	1,200,000	90.5%
Total Reserves	<u>\$ 1,350,700</u>	<u>\$ 2,090,000</u>	<u>54.7%</u>
<b>Total General Fund</b>	<b><u>\$ 27,869,756</u></b>	<b><u>\$ 31,200,884</u></b>	<b><u>12.0%</u></b>
<b>ENTERPRISE FUNDS</b>			
<b>Wastewater Operating Fund:</b>			
Wastewater Treatment Plant			
Contractual Services	<u>\$ 2,469,227</u>	<u>\$ 2,423,985</u>	<u>-1.8%</u>
Wastewater Maintenance			
Personnel Services	\$ 662,143	\$ 634,242	-4.2%
Contractual Services	79,850	90,500	13.3%
Materials and Supplies	122,200	122,200	0.0%
Wastewater Maintenance Total	<u>\$ 864,193</u>	<u>\$ 846,942</u>	<u>-2.0%</u>
Transfers Out			
To General Fund	\$ 1,322,219	\$ 1,407,445	6.4%
To Auto Collision Reserve Fund	25,000	25,000	0.0%
To Stabilization Reserve Fund	92,945	93,567	0.7%
Total Transfers Out	<u>\$ 1,440,164</u>	<u>\$ 1,526,012</u>	<u>6.0%</u>
Reserves			
Contingency	\$ 66,501	\$ 65,419	-1.6%
Compensated Absences Reserve	10,922	10,922	0.0%
Total Reserves	<u>\$ 77,423</u>	<u>\$ 76,341</u>	<u>-1.4%</u>
<b>Total Wastewater Operating</b>	<b><u>\$ 4,851,007</u></b>	<b><u>\$ 4,873,280</u></b>	<b><u>0.5%</u></b>



# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget**

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

<b><i>FUND &amp; DEPARTMENT</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2021-22 BUDGET</i></b>	<b><i>% INCREASE (DECREASE)</i></b>
<b>Water Operating Fund:</b>			
Water Plant			
Personnel Services	\$ 932,044	\$ 1,033,688	10.9%
Contractual Services	1,036,350	1,067,350	3.0%
Materials and Supplies	850,500	826,500	-2.8%
Water Plant Total	<u>\$ 2,818,894</u>	<u>\$ 2,927,538</u>	<u>3.9%</u>
Water Administration			
Personnel Services	\$ 262,564	\$ 274,956	4.7%
Contractual Services	67,200	68,400	1.8%
Materials and Supplies	8,300	9,500	14.5%
Water Administration Total	<u>\$ 338,064</u>	<u>\$ 352,856</u>	<u>4.4%</u>
Water Distribution			
Personnel Services	\$ 1,251,682	\$ 1,307,606	4.5%
Contractual Services	93,250	93,300	0.1%
Materials and Supplies	268,500	298,500	11.2%
Water Distribution Total	<u>\$ 1,613,432</u>	<u>\$ 1,699,406</u>	<u>5.3%</u>
Transfers Out			
To General	\$ 2,077,772	\$ 2,211,700	6.4%
To Auto Collision Insurance	25,000	25,000	0.0%
To Stabilization Reserve	136,225	143,830	5.6%
Total Transfers Out	<u>\$ 2,238,997</u>	<u>\$ 2,380,530</u>	<u>6.3%</u>
Reserves			
Contingency	\$ 94,669	\$ 99,596	5.2%
Compensated Absences Reserve	58,216	58,216	0.0%
Total Reserves	<u>\$ 152,885</u>	<u>\$ 157,812</u>	<u>3.2%</u>
<b>Total Water Operating</b>	<b><u>\$ 7,162,272</u></b>	<b><u>\$ 7,518,142</u></b>	<b><u>5.0%</u></b>
<b>Sanitation Operating Fund:</b>			
Sanitation			
Personnel Services	\$ 1,752,635	\$ 1,921,547	9.6%
Contractual Services	853,500	916,500	7.4%
Materials and Supplies	366,686	366,686	0.0%
Sanitation Total	<u>\$ 2,972,821</u>	<u>\$ 3,204,733</u>	<u>7.8%</u>

# **CITY OF BARTLESVILLE**

## 2021-22 Operating Budget

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

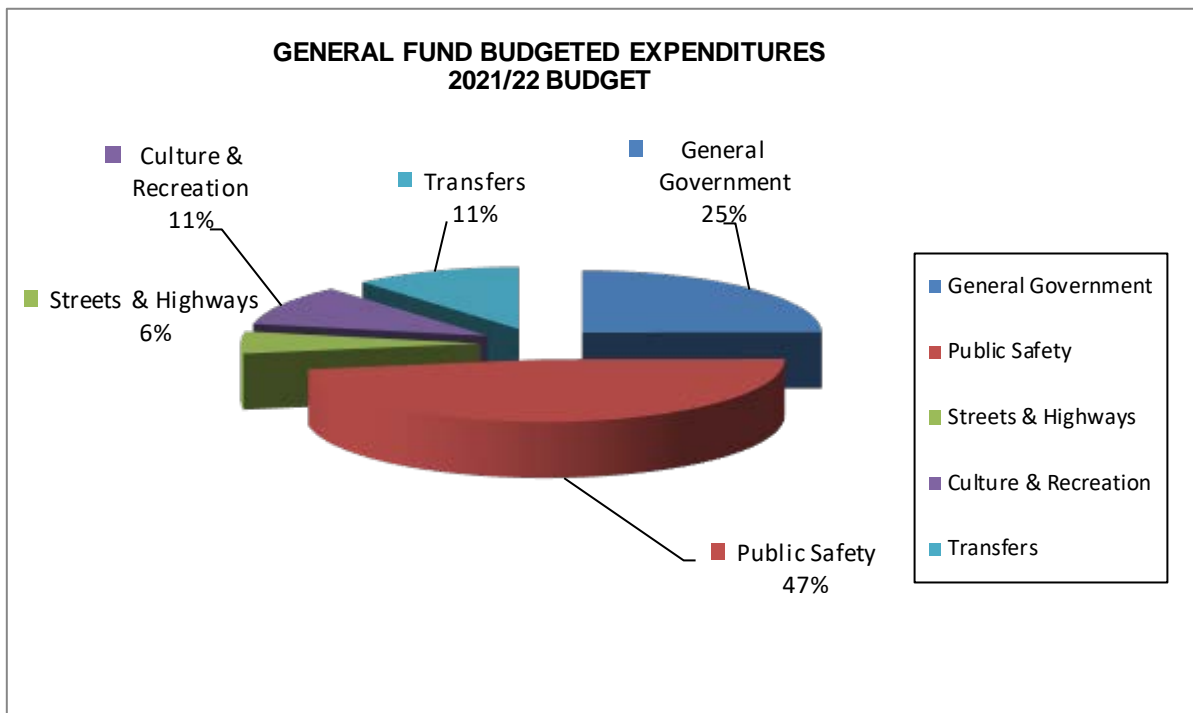
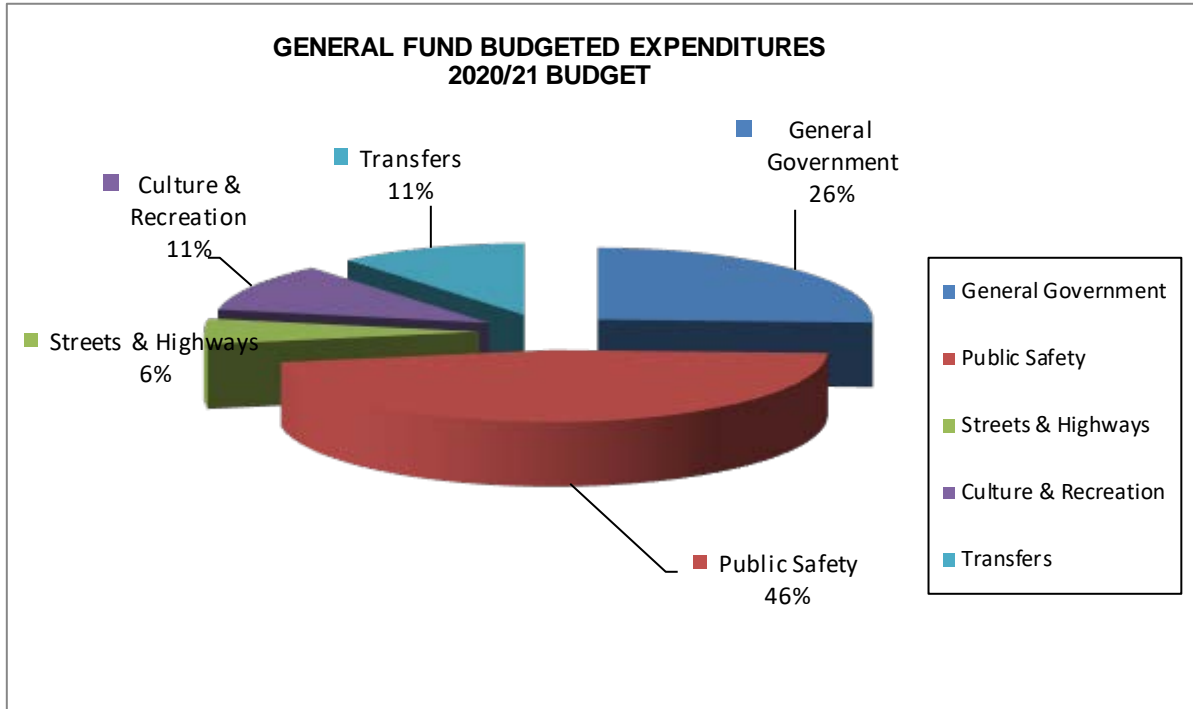
<b>FUND &amp; DEPARTMENT</b>	<b>2020-21 BUDGET</b>	<b>2021-22 BUDGET</b>	<b>% INCREASE (DECREASE)</b>
Transfers Out			
To General	\$ 1,472,219	\$ 1,557,445	5.8%
To Auto Collision Insurance	-	-	N/A
To Stabilization Reserve	88,396	95,244	7.7%
To Capitalization Reserve	200,000	606,491	203.2%
Total Transfers Out	<u>\$ 1,760,615</u>	<u>\$ 2,259,180</u>	<u>28.3%</u>
Reserves			
Contingency	\$ 58,952	\$ 64,095	8.7%
Compensated Absences Reserve	49,725	49,725	0.0%
Total Reserves	<u>\$ 108,677</u>	<u>\$ 113,820</u>	<u>4.7%</u>
<b>Total Sanitation Operating</b>	<b><u>\$ 4,842,113</u></b>	<b><u>\$ 5,577,733</u></b>	<b><u>15.2%</u></b>
<b>Municipal Golf Course Fund:</b>			
Golf Course			
Personnel Services	\$ 244,890	\$ 295,634	20.7%
Contractual Services	158,450	152,650	-3.7%
Materials and Supplies	95,400	95,400	0.0%
Golf Course Total	<u>\$ 498,740</u>	<u>\$ 543,684</u>	<u>9.0%</u>
Reserves			
Contingency	\$ 9,838	\$ 10,874	10.5%
Compensated Absences Reserve	6,003	6,003	0.0%
Total Reserves	<u>\$ 15,841</u>	<u>\$ 16,877</u>	<u>6.5%</u>
<b>Total Municipal Golf Course</b>	<b><u>\$ 514,581</u></b>	<b><u>\$ 560,561</u></b>	<b><u>8.9%</u></b>
<b>Sooner Pool Fund:</b>			
Swimming pool			
Contractual Services	\$ 37,340	\$ 37,340	0.0%
Materials and Supplies	10,250	12,700	23.9%
Contingency	952	1,001	5.1%
Swimming pool Total	<u>\$ 48,542</u>	<u>\$ 51,041</u>	<u>5.1%</u>
<b>Frontier Pool Fund:</b>			
Swimming pool			
Contractual Services	\$ 50,065	\$ 50,065	0.0%
Materials and Supplies	10,555	12,700	20.3%
Contingency	1,212	1,255	3.5%
Swimming pool Total	<u>\$ 61,832</u>	<u>\$ 64,020</u>	<u>3.5%</u>
<b>Total Enterprise Funds</b>	<b><u>\$ 17,480,347</u></b>	<b><u>\$ 18,644,777</u></b>	<b><u>6.7%</u></b>

# GENERAL FUND



*PAGE LEFT BLANK INTENTIONALLY*

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
General Fund – Expenditure Graphs



**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**General Fund – Expenditure Summary by Function**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>		<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>
City Council		\$ 12,768	\$ 20,560	\$ 19,641	\$ 22,660
Administration		688,013	779,331	745,334	873,348
Accounting and Finance		1,400,531	1,478,691	1,447,411	1,620,829
Legal		168,428	195,734	158,428	218,844
Building and Neighborhood Services		668,436	697,826	650,696	816,529
Building Maintenance		478,671	481,708	446,185	484,290
General Services		624,088	801,786	775,889	727,059
Cemetery		8,580	16,710	8,269	16,710
Community Development		491,892	536,028	518,358	575,474
Technical Services		761,475	966,907	952,893	1,063,110
Engineering		567,228	422,581	413,013	440,517
Fleet Maintenance		407,861	414,868	414,207	453,050
Fire		6,008,198	6,276,539	6,062,400	6,925,166
Police		5,927,123	6,061,942	5,769,404	7,024,231
Street		1,400,703	1,526,892	1,346,491	1,666,671
Library		1,344,312	1,403,523	1,384,646	1,477,411
History Museum		187,721	186,276	172,665	200,929
Park and Recreation		1,148,426	1,301,845	1,193,018	1,415,528
Transfer Out:	To E-911 Fund	551,414	511,118	511,118	524,835
	To Municipal Airport	-	-	-	250,000
	To Adams Golf Course	173,382	144,130	144,130	58,804
	To Sooner Pool	44,750	37,360	37,360	40,546
	To Frontier Pool	49,681	35,806	35,806	50,404
	To Auto Collision Insurance	25,000	25,000	25,000	25,000
	To Stabilization Reserve	471,846	1,495,895	1,495,895	538,939
	To Capital Reserve	350,000	700,000	700,000	1,850,000
Reserves:	Compensated Absences Reserve	-	610,000	-	724,000
	Severance Reserve	-	110,700	-	166,000
	Compensation Increase Reserve	-	630,000	-	1,200,000
	Contingency	-	23,906	-	31,085
<b>Total Expenditures and Reserves</b>		<b>\$ 23,960,527</b>	<b>\$ 27,893,662</b>	<b>\$ 25,428,257</b>	<b>\$ 31,481,969</b>

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**General Fund – Expenditure Summary by Line Item**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$12,530,871	\$13,172,306	\$12,459,495	\$14,621,408	\$14,621,408	\$14,621,408
51120 OVERTIME	586,213	558,000	719,534	641,000	641,000	641,000
51130 FICA	708,675	776,500	719,086	872,000	872,000	872,000
51140 GROUP INSURANCE	2,619,202	2,429,858	2,429,858	2,640,828	2,640,828	2,640,828
51150 DB RETIREMENT	547,441	589,700	575,666	699,000	699,000	699,000
51155 DC RETIREMENT	118,615	125,100	126,536	150,300	150,300	150,300
51160 PENSION	975,252	1,021,000	966,126	1,206,000	1,206,000	1,206,000
51170 WORKER'S COMPENSATION	181,076	106,589	106,589	115,179	115,179	115,179
51180 UNEMPLOYMENT COMP	11,766	-	1,109	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$18,279,111</b>	<b>\$18,779,053</b>	<b>\$18,103,999</b>	<b>\$20,945,715</b>	<b>\$20,945,715</b>	<b>\$20,945,715</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 388,066	\$ 496,546	\$ 443,633	\$ 664,826	\$ 639,826	\$ 639,826
52210 FINANCIAL SERVICES	235,964	191,500	216,961	239,300	239,300	239,300
52310 UTILITIES & COMMUNICATIONS	589,824	615,828	528,274	633,233	622,233	622,233
52410 PROFESSIONAL SERVICES	274,268	570,800	544,314	655,150	654,150	654,150
52510 OTHER SERVICES	820,252	1,012,111	945,283	901,546	885,946	885,946
52610 MAINT. & REPAIR SERVICE	288,194	230,638	238,974	261,583	251,583	251,583
52710 OPERATIONAL SERVICES	-	1,000	748	1,000	1,000	1,000
52810 INSURANCE & BONDS	296,739	337,481	352,657	344,354	344,354	344,354
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 2,893,307</b>	<b>\$ 3,455,904</b>	<b>\$ 3,270,844</b>	<b>\$ 3,700,992</b>	<b>\$ 3,638,392</b>	<b>\$ 3,638,392</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 85,082	\$ 119,100	\$ 88,510	\$ 135,900	\$ 133,400	\$ 133,400
53210 JANITORIAL SUPPLIES	31,426	40,600	47,408	46,100	46,100	46,100
53310 GENERAL SUPPLIES	334,351	354,940	356,355	415,569	404,569	404,569
53410 TOOLS & EQUIPMENT	48,293	34,900	34,625	47,500	42,500	42,500
53510 FUEL	202,018	252,250	174,408	257,500	257,500	257,500
53610 MAINT. & REPAIR MATERIALS	420,866	533,000	402,799	571,180	554,180	554,180
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,122,036</b>	<b>\$ 1,334,790</b>	<b>\$ 1,104,105</b>	<b>\$ 1,473,749</b>	<b>\$ 1,438,249</b>	<b>\$ 1,438,249</b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**General Fund – Expenditure Summary by Line Item**  
**(continued)**

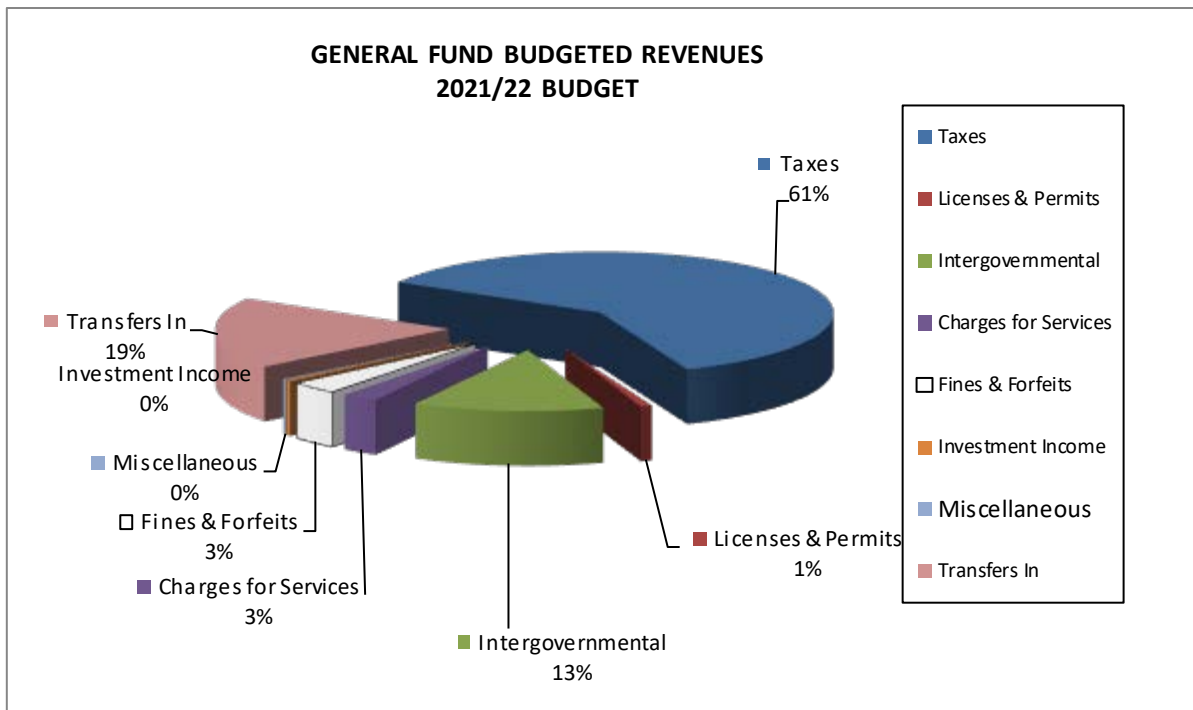
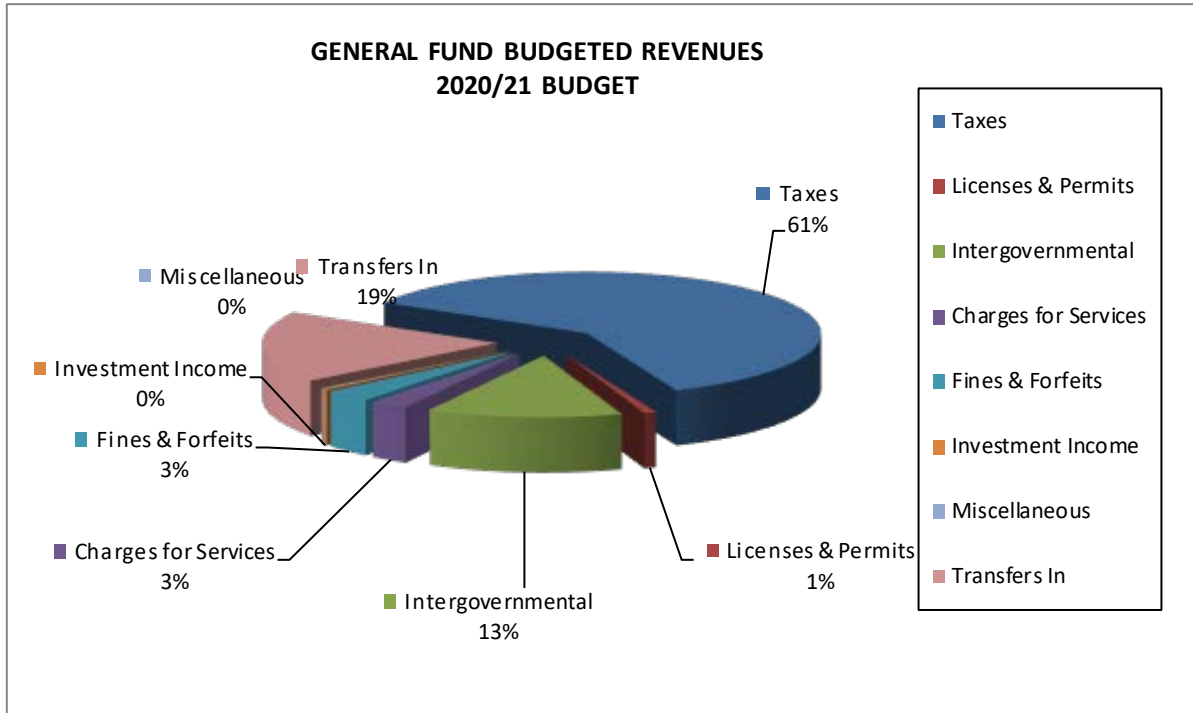
<b>TRANSFERS OUT</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
59207 E 9-1-1 FUND	\$ 551,414	\$ 511,118	\$ 511,118	\$ 524,835	\$ 524,835	\$ 524,835
59513 ADAMS GOLF COURSE	173,382	144,130	144,130	58,804	58,804	58,804
59515 FRONTIER POOL	44,750	37,360	37,360	40,546	40,546	40,546
59516 SOONER POOL	49,681	35,806	35,806	50,404	50,404	50,404
59663 AUTO COLLISION INSURANCE	25,000	25,000	25,000	25,000	25,000	25,000
59670 STABILIZATION RESERVE	471,846	1,495,895	1,495,895	540,901	538,939	538,939
59675 CAPITAL RESERVE	350,000	700,000	700,000	1,850,000	1,850,000	1,850,000
<b>TOTAL TRANSFERS</b>	<b>\$ 1,666,073</b>	<b>\$ 2,949,309</b>	<b>\$ 2,949,309</b>	<b>\$ 3,090,490</b>	<b>\$ 3,088,528</b>	<b>\$ 3,088,528</b>
<b>TOTAL BUDGET</b>	<b>\$23,960,527</b>	<b>\$26,519,056</b>	<b>\$25,428,257</b>	<b>\$29,210,946</b>	<b>\$29,110,884</b>	<b>\$29,110,884</b>



# ***CITY OF BARTLESVILLE***

## 2021-22 Operating Budget

### General Fund – Revenue Graphs



***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**General Fund – Revenue Summary by Source**

<b>REVENUE BY SOURCE</b>		<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>
Sales Tax		\$ 14,929,620	\$ 14,249,480	\$ 15,271,474	\$ 15,271,474
Franchise Tax		1,345,070	1,437,700	1,232,181	1,321,300
Licenses & Permits		216,615	215,600	221,255	222,400
Intergovernmental		709,694	3,489,488	3,543,511	3,611,100
Charges for Services		726,773	686,700	692,747	687,700
Fines and Forfeits		802,913	858,600	759,153	913,000
Interest and Investment Income		719,007	100,000	100,365	100,000
Donations and Miscellaneous		119,499	41,600	288,759	71,200
Transfer In:	Wastewater	1,232,871	1,322,219	1,322,219	1,407,445
	Water	1,937,369	2,077,772	2,077,772	2,211,700
	Sanitation	<u>1,382,871</u>	<u>1,472,219</u>	<u>1,472,219</u>	<u>1,557,445</u>
Fund Balance		<u>2,410,102</u>	<u>1,942,284</u>	<u>2,553,807</u>	<u>4,107,205</u>
<b>Total Available for Appropriation</b>		<b><u>\$ 26,532,404</u></b>	<b><u>\$ 27,893,662</u></b>	<b><u>\$ 29,535,462</u></b>	<b><u>\$ 31,481,969</u></b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
General Fund – Personnel Summary

<b>PERSONNEL COUNTS BY DEPARTMENT</b>	<b>2019-20 ACTUAL FTEs</b>	<b>2020-21 BUDGETED FTEs</b>	<b>2020-21 ACTUAL FTEs</b>	<b>2021-22 BUDGETED FTEs</b>
Administration	6	6	6	6
Accounting and Finance	16.5	16.5	16.5	16.5
Legal	2.23	2.23	2.23	2.23
Building and Neighbor Services	7.5	7.5	7.5	8.5
Building Maintenance	5	5	5	5
Community Development	3	4	4	4
Technical Services	4	4	4	4
Engineering	7	7	7	7
Fleet Maintenance	5	5	5	5
Fire	70	70	70	71
Police	71	72	72	74
Street	16	16	16	17
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>253.56</b>	<b>255.56</b>	<b>255.56</b>	<b>260.56</b>

***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 General Fund – City Council – Summary

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

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

2021 Accomplishments: • Adopted a budget in accordance with State law

2022 Objectives: • Adopt a budget in accordance with State law that best meets the needs of our citizens using existing resources

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

**FUND 101 GENERAL  
DEPT 110 CITY COUNCIL**

2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED
\$12,768	\$20,560	\$19,641	\$22,660	\$22,660

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**General Fund – City Council – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
52110 EMPLOYMENT SERVICES	\$ 3,808	\$ 4,000	\$ 5,803	\$ 6,100	\$ 6,100	\$ 6,100
52310 UTILITIES & COMMUNICATIONS	-	160	-	160	160	160
52410 PROFESSIONAL SERVICES	-	2,300	-	2,300	2,300	2,300
52510 OTHER SERVICES	7,354	11,200	13,451	11,200	11,200	11,200
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 11,162</b>	<b>\$ 17,660</b>	<b>\$ 19,254</b>	<b>\$ 19,760</b>	<b>\$ 19,760</b>	<b>\$ 19,760</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ 400	\$ 293	\$ 400	\$ 400	\$ 400
53310 GENERAL SUPPLIES	1,606	2,500	94	2,500	2,500	2,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,606</b>	<b>\$ 2,900</b>	<b>\$ 387</b>	<b>\$ 2,900</b>	<b>\$ 2,900</b>	<b>\$ 2,900</b>
<b>TOTAL BUDGET</b>	<b>\$ 12,768</b>	<b>\$ 20,560</b>	<b>\$ 19,641</b>	<b>\$ 22,660</b>	<b>\$ 22,660</b>	<b>\$ 22,660</b>

***CITY OF BARTLESVILLE***  
**2021-22 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.

---

**2021 Accomplishments:**

- Implemented policies and safe practices for employees in response to the COVID-19 pandemic
- The City’s free, weekly e-newsletter (City Beat), website and Facebook page all served as a hub of information with frequent, timely updates regarding the pandemic

---

**2022 Objectives:**

- Continue to reduce workplace injuries
- Increase employee training

---

**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>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED</b>
<b>\$688,013</b>	<b>\$779,331</b>	<b>\$745,334</b>	<b>\$873,348</b>	<b>\$873,348</b>

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**General Fund – Administration – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 442,780	\$ 464,500	\$ 445,471	\$ 495,000	\$ 495,000	\$ 495,000
51120 OVERTIME	-	2,000	-	2,000	2,000	2,000
51130 FICA	31,547	34,500	30,377	38,000	38,000	38,000
51140 GROUP INSURANCE	52,000	54,378	54,378	61,857	61,857	61,857
51150 DB RETIREMENT	40,415	42,000	43,008	53,000	53,000	53,000
51155 DC RETIREMENT	11,893	14,000	12,632	16,000	16,000	16,000
51170 WORKER'S COMPENSATION	895	622	622	672	672	672
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 579,530</b>	<b>\$ 612,000</b>	<b>\$ 586,488</b>	<b>\$ 666,529</b>	<b>\$ 666,529</b>	<b>\$ 666,529</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 50,140	\$ 88,941	\$ 68,479	\$ 160,777	\$ 165,777	\$ 165,777
52310 UTILITIES & COMMUNICATIONS	3,186	3,215	2,404	3,215	3,215	3,215
52410 PROFESSIONAL SERVICES	2,811	8,925	1,082	5,425	5,425	5,425
52510 OTHER SERVICES	46,361	59,000	80,578	23,652	23,652	23,652
52610 MAINT. & REPAIR SERVICE	-	500	-	500	500	500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 102,498</b>	<b>\$ 160,581</b>	<b>\$ 152,543</b>	<b>\$ 193,569</b>	<b>\$ 198,569</b>	<b>\$ 198,569</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,262	\$ 3,750	\$ 3,349	\$ 3,750	\$ 3,750	\$ 3,750
53310 GENERAL SUPPLIES	4,723	3,000	2,954	4,500	4,500	4,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 5,985</b>	<b>\$ 6,750</b>	<b>\$ 6,303</b>	<b>\$ 8,250</b>	<b>\$ 8,250</b>	<b>\$ 8,250</b>
<b>TOTAL BUDGET</b>	<b>\$ 688,013</b>	<b>\$ 779,331</b>	<b>\$ 745,334</b>	<b>\$ 868,348</b>	<b>\$ 873,348</b>	<b>\$ 873,348</b>

***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 General Fund – Administration – Personnel and Capital Detail

FUND 101 GENERAL  
 DEPT 120 ADMINISTRATION

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></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
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>



***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 General Fund – Accounting and Finance – Summary

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

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

Internal Services: responsible for all duties associated with AP, payroll, accounting, City Clerk, and Treasury services.

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

2021 Accomplishments:

- Continued use of sound financial practices and maintained the City's AA- bond rating
- Completed implementation of the E-GOV applications of the City wide ERP system
- Completed implementation of the Court module of the City wide ERP system

2022 Objectives:

- Continue use of sound financial practices aimed at maintaining the City's reserves and retaining the City's AA- bond rating
- Begin implementation of the Utility Billing module 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**

2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED
\$1,400,531	\$1,478,691	\$1,447,411	\$1,620,829	\$1,620,829

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**General Fund – Accounting and Finance – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 709,774	\$ 766,439	\$ 751,370	\$ 814,000	\$ 814,000	\$ 814,000
51120 OVERTIME	104	1,000	-	1,000	1,000	1,000
51130 FICA	51,795	58,000	55,132	63,000	63,000	63,000
51140 GROUP INSURANCE	166,000	145,013	145,013	164,956	164,956	164,956
51150 DB RETIREMENT	67,132	72,000	72,026	88,000	88,000	88,000
51155 DC RETIREMENT	16,337	17,200	18,704	21,000	21,000	21,000
51170 WORKER'S COMPENSATION	2,864	1,659	1,659	1,793	1,793	1,793
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 1,014,006</b>	<b>\$ 1,061,311</b>	<b>\$ 1,043,904</b>	<b>\$ 1,153,749</b>	<b>\$ 1,153,749</b>	<b>\$ 1,153,749</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 8,945	\$ 12,900	\$ 2,189	\$ 14,000	\$ 14,000	\$ 14,000
52210 FINANCIAL SERVICES	231,773	187,800	210,830	235,800	235,800	235,800
52310 UTILITIES & COMMUNICATIONS	1,527	1,580	1,766	1,580	1,580	1,580
52410 PROFESSIONAL SERVICES	19,399	58,500	58,500	58,500	58,500	58,500
52510 OTHER SERVICES	101,894	127,300	114,104	127,300	127,300	127,300
52610 MAINT. & REPAIR SERVICE	-	2,000	-	2,000	2,000	2,000
52810 INSURANCE & BONDS	-	300	-	1,900	1,900	1,900
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 363,538</b>	<b>\$ 390,380</b>	<b>\$ 387,389</b>	<b>\$ 441,080</b>	<b>\$ 441,080</b>	<b>\$ 441,080</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 21,284	\$ 24,000	\$ 13,951	\$ 25,500	\$ 23,000	\$ 23,000
53210 JANITORIAL SUPPLIES	-	-	271	-	-	-
53310 GENERAL SUPPLIES	1,693	3,000	1,896	3,000	3,000	3,000
53610 MAINT. & REPAIR MATERIALS	10	-	-	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 22,987</b>	<b>\$ 27,000</b>	<b>\$ 16,118</b>	<b>\$ 28,500</b>	<b>\$ 26,000</b>	<b>\$ 26,000</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,400,531</b>	<b>\$ 1,478,691</b>	<b>\$ 1,447,411</b>	<b>\$ 1,623,329</b>	<b>\$ 1,620,829</b>	<b>\$ 1,620,829</b>

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget**

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

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

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

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></b>
AD/CFO	1	1	1	1
Customer Service Supervisor	1	1	1	1
Accountant	2	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	6	6	6
Lead Customer Service Tech	0	1	1	1
Collections Agent	0.5	0.5	0.5	0.5
<b>TOTAL</b>	<b>16.5</b>	<b>16.5</b>	<b>16.5</b>	<b>16.5</b>

# ***CITY OF BARTLESVILLE***

## **2021-22 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.

---

**2021 Accomplishments:**

- Successfully negotiated the 2021-22 labor agreements with the City's two unions

---

**2022 Objectives:**

- Successfully negotiate the 2022-23 labor agreements with the City's two unions

---

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

#### **FUND 101 GENERAL DEPT 150 LEGAL**

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED</b>
<b>\$168,428</b>	<b>\$195,734</b>	<b>\$158,428</b>	<b>\$218,844</b>	<b>\$218,844</b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**General Fund – Legal – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 120,989	128,400	\$ 107,923	132,000	\$ 132,000	\$ 132,000
51130 FICA	8,671	10,000	7,719	11,000	11,000	11,000
51140 GROUP INSURANCE	21,000	18,127	18,127	20,620	20,620	20,620
51155 DC RETIREMENT	-	-	-	1,000	1,000	1,000
51170 WORKER'S COMPENSATION	358	207	207	224	224	224
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 151,018</b>	<b>\$ 156,734</b>	<b>\$ 133,976</b>	<b>\$ 164,844</b>	<b>\$ 164,844</b>	<b>\$ 164,844</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 480	\$ 1,600	\$ 3,414	\$ 1,600	\$ 1,600	\$ 1,600
52410 PROFESSIONAL SERVICES	16,787	30,000	19,729	45,000	45,000	45,000
52510 OTHER SERVICES	-	7,200	-	7,200	7,200	7,200
52810 INSURANCE & BONDS	100	200	-	200	200	200
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 17,367</b>	<b>\$ 39,000</b>	<b>\$ 23,143</b>	<b>\$ 54,000</b>	<b>\$ 54,000</b>	<b>\$ 54,000</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 43	\$ -	\$ 1,309	\$ -	\$ -	\$ -
<b>TOTAL BUDGET</b>	<b>\$ 168,428</b>	<b>\$ 195,734</b>	<b>\$ 158,428</b>	<b>\$ 218,844</b>	<b>\$ 218,844</b>	<b>\$ 218,844</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
General Fund – Legal – Personnel and Capital Detail

FUND 101 GENERAL  
DEPT 150 LEGAL

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></b>
City Attorney	1	1	1	1
City Judge	1	1	1	1
Bailiff	0.23	0.23	0.23	0.23
<b>TOTAL</b>	<b>2.23</b>	<b>2.23</b>	<b>2.23</b>	<b>2.23</b>

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget**

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

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

---

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

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

---

2021 Accomplishments:

- Facilitated increased business license renewal compliance with the hiring of a code enforcement officer
- Implemented test version of Tyler 311 and MyCivic to enable residents to communicate and submit questions and requests to city staff in all departments by smart phone app
- For the first three quarters of FY 2020-2021, Code Enforcement processed 1,660 code complaints
- Continued collaboration with Oklahoma DHS for code cases involving child and adult protective services

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget**

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

---

**2022 Objectives:**

- Continue accreditation and training of inspectors and officers
- Respond to nuisance complaints and resolve violations as quickly as possible with special concern for reducing the impact of vacant, abandoned and foreclosed properties
- 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.

---

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

---

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED</b>
<b>\$668,436</b>	<b>\$697,826</b>	<b>\$650,696</b>	<b>\$816,529</b>	<b>\$816,529</b>

---



**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
General Fund – Building and Neighborhood Services – Line Item Detail

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 310,373	\$ 329,100	\$ 321,813	\$ 412,722	\$ 412,722	\$ 412,722
51130 FICA	22,630	24,500	23,774	28,000	28,000	28,000
51140 GROUP INSURANCE	82,873	72,506	72,506	82,478	82,478	82,478
51150 DB RETIREMENT	22,136	35,000	23,662	31,000	31,000	31,000
51155 DC RETIREMENT	8,245	7,000	8,660	11,000	11,000	11,000
51170 WORKER'S COMPENSATION	3,401	1,970	1,970	2,129	2,129	2,129
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 449,658</b>	<b>\$ 470,076</b>	<b>\$ 452,385</b>	<b>\$ 567,329</b>	<b>\$ 567,329</b>	<b>\$ 567,329</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 9,511	\$ 15,500	\$ 15,500	\$ 17,750	\$ 17,750	\$ 17,750
52310 UTILITIES & COMMUNICATIONS	3,405	3,850	4,656	3,850	3,850	3,850
52410 PROFESSIONAL SERVICES	2,779	-	-	-	-	-
52510 OTHER SERVICES	179,523	184,000	156,872	210,600	195,000	195,000
52610 MAINT. & REPAIR SERVICE	80	300	-	750	750	750
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 195,298</b>	<b>\$ 203,650</b>	<b>\$ 177,028</b>	<b>\$ 232,950</b>	<b>\$ 217,350</b>	<b>\$ 217,350</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 2,377	\$ 5,950	\$ 5,950	\$ 10,600	\$ 10,600	\$ 10,600
53310 GENERAL SUPPLIES	2,393	1,000	1,000	600	600	600
53410 TOOLS & EQUIPMENT	7,387	2,900	2,900	2,250	2,250	2,250
53510 FUEL	6,749	8,750	5,933	6,000	6,000	6,000
53610 MAINT. & REPAIR MATERIALS	4,574	5,500	5,500	12,400	12,400	12,400
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 23,480</b>	<b>\$ 24,100</b>	<b>\$ 21,283</b>	<b>\$ 31,850</b>	<b>\$ 31,850</b>	<b>\$ 31,850</b>
<b>TOTAL BUDGET</b>	<b>\$ 668,436</b>	<b>\$ 697,826</b>	<b>\$ 650,696</b>	<b>\$ 832,129</b>	<b>\$ 816,529</b>	<b>\$ 816,529</b>

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget**

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

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

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

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></b>
Chief Building Official	1	1	1	1
Building Inspector	1	1	1	2
Neighborhood Service Supervisor	1	1	1	1
Neighborhood Svc Officer	2.5	2.5	2.5	2.5
Zoning Technician	1	1	1	0
Planner 1	0	0	0	1
Abatement-Compliance Officer	1	1	1	1
<b>TOTAL</b>	<b>7.5</b>	<b>7.5</b>	<b>7.5</b>	<b>8.5</b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**General Fund – Building Maintenance – Summary**

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

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

2021 Accomplishments:

- Extensive maintenance and remodel projects for the Library
- Prepared pools and splash pads for 2020 season
- Provided maintenance and service to all City facilities
- Annual service and maintenance of storm sirens
- Remodeled Veterans and Douglas park restrooms
- Renovated 4<sup>th</sup> floor of City Hall

2022 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
- Reconstruct the Cemetery gazebo

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**

2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED
\$478,671	\$481,708	\$446,185	\$484,290	\$484,290

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**General Fund – Building Maintenance – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	271,753	\$ 276,900	\$ 252,784	\$ 274,000	\$ 274,000	\$ 274,000
51120 OVERTIME	2,157	-	-	-	-	-
51130 FICA	19,654	21,000	18,185	21,000	21,000	21,000
51140 GROUP INSURANCE	52,000	45,317	45,317	51,549	51,549	51,549
51150 DB RETIREMENT	38,744	41,000	40,999	37,000	37,000	37,000
51155 DC RETIREMENT	2,691	3,000	1,535	2,000	2,000	2,000
51170 WORKER'S COMPENSATION	5,370	3,111	3,111	3,361	3,361	3,361
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 392,369</b>	<b>\$ 390,328</b>	<b>\$ 361,931</b>	<b>\$ 388,910</b>	<b>\$ 388,910</b>	<b>\$ 388,910</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 490	\$ 880	\$ 897	\$ 1,880	\$ 1,880	\$ 1,880
52310 UTILITIES & COMMUNICATIONS	7,915	9,000	7,238	9,000	9,000	9,000
52510 OTHER SERVICES	62,541	65,000	63,880	65,000	65,000	65,000
52610 MAINT. & REPAIR SERVICE	2,927	1,000	-	1,000	1,000	1,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 73,873</b>	<b>\$ 75,880</b>	<b>\$ 72,015</b>	<b>\$ 76,880</b>	<b>\$ 76,880</b>	<b>\$ 76,880</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 302	\$ 300	\$ 60	\$ 300	\$ 300	\$ 300
53210 JANITORIAL SUPPLIES	117	200	334	200	200	200
53310 GENERAL SUPPLIES	2,010	3,000	3,967	3,000	3,000	3,000
53410 TOOLS & EQUIPMENT	1,938	2,000	227	2,000	2,000	2,000
53510 FUEL	4,179	5,500	3,838	5,500	5,500	5,500
53610 MAINT. & REPAIR MATERIALS	3,883	4,500	3,813	7,500	7,500	7,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 12,429</b>	<b>\$ 15,500</b>	<b>\$ 12,239</b>	<b>\$ 18,500</b>	<b>\$ 18,500</b>	<b>\$ 18,500</b>
<b>TOTAL BUDGET</b>	<b>\$ 478,671</b>	<b>\$ 481,708</b>	<b>\$ 446,185</b>	<b>\$ 484,290</b>	<b>\$ 484,290</b>	<b>\$ 484,290</b>

***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 General Fund – Building Maintenance – Personnel and Capital Detail

FUND 101 GENERAL  
 DEPT 160 BUILDING MAINTENANCE

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></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***  
 2021-22 Operating Budget  
 General Fund – General Services – Summary

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

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

2021 Accomplishments: N/A

2022 Objectives: N/A

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

**FUND 101 GENERAL  
DEPT 170 GENERAL SERVICES**

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED</b>
<b>\$624,088</b>	<b>\$801,786</b>	<b>\$775,889</b>	<b>\$727,059</b>	<b>\$727,059</b>

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**General Fund – General Services – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
52110 EMPLOYMENT SERVICES	\$ 153	\$ -	\$ -	\$ -	\$ -	\$ -
52210 FINANCIAL SERVICES	1,505	-	2,571	-	-	-
52310 UTILITIES & COMMUNICATIONS	92,069	99,300	87,275	99,300	99,300	99,300
52410 PROFESSIONAL SERVICES	6,100	-	7,607	10,000	10,000	10,000
52510 OTHER SERVICES	202,260	310,605	290,844	215,605	215,605	215,605
52610 MAINT. & REPAIR SERVICE	9,846	28,400	13,139	28,400	28,400	28,400
52810 INSURANCE & BONDS	295,648	334,481	351,889	339,754	339,754	339,754
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 607,581</b>	<b>\$ 772,786</b>	<b>\$ 753,325</b>	<b>\$ 693,059</b>	<b>\$ 693,059</b>	<b>\$ 693,059</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 2,492	\$ 7,000	\$ 3,699	\$ 7,000	\$ 7,000	\$ 7,000
53210 JANITORIAL SUPPLIES	4,822	4,000	5,316	4,000	4,000	4,000
53310 GENERAL SUPPLIES	1,599	4,000	1,617	4,000	4,000	4,000
53510 FUEL	231	1,000	-	1,000	1,000	1,000
53610 MAINT. & REPAIR MATERIALS	7,363	13,000	11,932	18,000	18,000	18,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 16,507</b>	<b>\$ 29,000</b>	<b>\$ 22,564</b>	<b>\$ 34,000</b>	<b>\$ 34,000</b>	<b>\$ 34,000</b>
<b>TOTAL BUDGET</b>	<b>\$ 624,088</b>	<b>\$ 801,786</b>	<b>\$ 775,889</b>	<b>\$ 727,059</b>	<b>\$ 727,059</b>	<b>\$ 727,059</b>

***CITY OF BARTLESVILLE***  
**2021-22 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.

2021 Accomplishments:

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

2022 Objectives:

- Continue routine maintenance and repairs
- Address public concerns and issues

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

**FUND 101 GENERAL  
DEPT 174 CEMETERY**

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED</b>
<b>\$8,580</b>	<b>\$16,710</b>	<b>\$8,269</b>	<b>\$16,710</b>	<b>\$16,710</b>



***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**General Fund – Cemetery – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
52110 EMPLOYMENT SERVICES	\$ 48	\$ 100	\$ -	\$ 100	\$ 100	\$ 100
52310 UTILITIES & COMMUNICATIONS	2,576	4,400	1,948	4,400	4,400	4,400
52510 OTHER SERVICES	431	400	317	400	400	400
52610 MAINT. & REPAIR SERVICE	2,593	5,360	4,809	5,360	5,360	5,360
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 5,648</b>	<b>\$ 10,260</b>	<b>\$ 7,074</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	1,555	3,750	-	3,750	3,750	3,750
53410 TOOLS & EQUIPMENT	-	100	102	100	100	100
53610 MAINT. & REPAIR MATERIALS	1,377	2,000	1,093	2,000	2,000	2,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 2,932</b>	<b>\$ 6,450</b>	<b>\$ 1,195</b>	<b>\$ 6,450</b>	<b>\$ 6,450</b>	<b>\$ 6,450</b>
<b>TOTAL BUDGET</b>	<b>\$ 8,580</b>	<b>\$ 16,710</b>	<b>\$ 8,269</b>	<b>\$ 16,710</b>	<b>\$ 16,710</b>	<b>\$ 16,710</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
General Fund – Cemetery – Personnel and Capital Detail

FUND 101 GENERAL  
DEPT 174 CEMETERY

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></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***  
2021-22 Operating Budget  
General Fund – Community Development – Summary

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

---

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

---

2021 Accomplishments:

- 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
- Secured annual CDBG funding and received an award for the 2020 CDBG-CV COVID-19 grant program
- Implemented test version of Tyler 311 and MyCivic to enable residents to communicate and submit questions and request to city staff in all departments by smart phone app

---

***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 General Fund – Community Development – Summary  
 (continued)

- 2022 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
  - Evaluate opportunities to promote environmental responsibility and community sustainability through land use policies and regulations

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>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED</b>
<b>\$491,892</b>	<b>\$536,028</b>	<b>\$518,358</b>	<b>\$575,474</b>	<b>\$575,474</b>

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**General Fund – Community Development – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 293,842	\$ 335,200	\$ 332,319	\$ 351,000	\$ 351,000	\$ 351,000
51130 FICA	21,863	25,200	24,739	27,000	27,000	27,000
51140 GROUP INSURANCE	52,000	36,253	36,253	41,239	41,239	41,239
51150 DB RETIREMENT	44,831	41,000	41,174	50,000	50,000	50,000
51155 DC RETIREMENT	3,290	6,200	7,488	9,000	9,000	9,000
51170 WORKER'S COMPENSATION	895	415	415	448	448	448
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 416,721</b>	<b>\$ 444,268</b>	<b>\$ 442,388</b>	<b>\$ 478,687</b>	<b>\$ 478,687</b>	<b>\$ 478,687</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 2,016	\$ 6,010	\$ 5,030	\$ 10,754	\$ 10,754	\$ 10,754
52310 UTILITIES & COMMUNICATIONS	2,060	3,100	2,003	4,600	4,600	4,600
52510 OTHER SERVICES	66,486	77,000	65,000	68,633	68,633	68,633
52610 MAINT. & REPAIR SERVICE	-	-	-	200	200	200
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 70,562</b>	<b>\$ 86,110</b>	<b>\$ 72,033</b>	<b>\$ 84,187</b>	<b>\$ 84,187</b>	<b>\$ 84,187</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,843	\$ 2,750	\$ 1,812	\$ 2,200	\$ 2,200	\$ 2,200
53310 GENERAL SUPPLIES	2,766	2,000	2,125	9,500	9,500	9,500
53410 TOOLS & EQUIPMENT	-	400	-	400	400	400
53610 MAINT. & REPAIR MATERIALS	-	500	-	500	500	500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 4,609</b>	<b>\$ 5,650</b>	<b>\$ 3,937</b>	<b>\$ 12,600</b>	<b>\$ 12,600</b>	<b>\$ 12,600</b>
<b>TOTAL BUDGET</b>	<b>\$ 491,892</b>	<b>\$ 536,028</b>	<b>\$ 518,358</b>	<b>\$ 575,474</b>	<b>\$ 575,474</b>	<b>\$ 575,474</b>

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget**

### **General Fund – Community Development – Personnel and Capital Detail**

**FUND 101 GENERAL  
DEPT 180 COMMUNITY DEVELOPMENT**

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

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></b>
Community Dev Director	1	1	1	1
Assistant Dev Director	0	1	1	1
Senior Administrative Assistant	1	1	1	1
Assistant City Planner	1	1	1	1
<b>TOTAL</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>4</b>

***CITY OF BARTLESVILLE***  
 2021-22 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.

2021 Accomplishments:

- Tyler New World Implementations
- Replacement of 30 computers
- WTP SCADA Server upgrade
- Switch upgrades at Fire Department
- Offsite Backup

2022 Objectives:

- Upgrade Microsoft Servers
- Firehouse Upgrade
- Finish Implementation of Work Order system
- GIS Streamline Points/Parcel Layers

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

**FUND 101 GENERAL  
DEPT 185 TECH SERVICES**

2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED
\$761,475	\$966,907	\$952,893	\$1,063,110	\$1,063,110

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**General Fund – Tech Services – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 286,273	\$ 294,600	\$ 292,572	\$ 313,000	\$ 313,000	\$ 313,000
51130 FICA	21,229	22,000	21,735	24,000	24,000	24,000
51140 GROUP INSURANCE	42,000	36,253	36,253	41,239	41,239	41,239
51150 DB RETIREMENT	45,092	48,000	48,098	60,000	60,000	60,000
51155 DC RETIREMENT	1,457	2,000	1,505	2,000	2,000	2,000
51170 WORKER'S COMPENSATION	1,432	829	829	896	896	896
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 397,483</b>	<b>\$ 403,682</b>	<b>\$ 400,992</b>	<b>\$ 441,135</b>	<b>\$ 441,135</b>	<b>\$ 441,135</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ -	\$ 7,000	\$ 6,800	\$ 7,000	\$ 7,000	\$ 7,000
52310 UTILITIES & COMMUNICATIONS	8,682	22,800	21,951	24,450	24,450	24,450
52410 PROFESSIONAL SERVICES	220,706	450,825	450,825	509,425	509,425	509,425
52510 OTHER SERVICES	3,544	10,700	10,700	10,700	10,700	10,700
52610 MAINT. & REPAIR SERVICE	88,702	24,500	24,440	10,000	10,000	10,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 321,634</b>	<b>\$ 515,825</b>	<b>\$ 514,716</b>	<b>\$ 561,575</b>	<b>\$ 561,575</b>	<b>\$ 561,575</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 33,382	\$ 37,500	\$ 28,500	\$ 50,500	\$ 50,500	\$ 50,500
53210 JANITORIAL SUPPLIES	44	300	290	300	300	300
53310 GENERAL SUPPLIES	4,635	1,100	765	1,100	1,100	1,100
53410 TOOLS & EQUIPMENT	1,423	2,500	2,490	2,500	2,500	2,500
53510 FUEL	346	1,000	145	1,000	1,000	1,000
53610 MAINT. & REPAIR MATERIALS	2,528	5,000	4,995	5,000	5,000	5,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 42,358</b>	<b>\$ 47,400</b>	<b>\$ 37,185</b>	<b>\$ 60,400</b>	<b>\$ 60,400</b>	<b>\$ 60,400</b>
<b>TOTAL BUDGET</b>	<b>\$ 761,475</b>	<b>\$ 966,907</b>	<b>\$ 952,893</b>	<b>\$ 1,063,110</b>	<b>\$ 1,063,110</b>	<b>\$ 1,063,110</b>



***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 General Fund – Tech Services – Personnel and Capital Detail

FUND 101 GENERAL  
DEPT 185 TECH SERVICES

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></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***  
2021-22 Operating Budget  
General Fund – Engineering – Summary

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

---

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

---

2021 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 16 drainage complaints
- Managed the right of way and easement-closing program. Currently two (2) were brought before City Council.
- Had 88% of the Capital projects planned for FY 20-21 designed, out for bids, under construction, or completed.

---

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
General Fund – Engineering – Summary  
(continued)

- 2022 Objectives:
- Continue to support other departments and infrastructure projects with engineering design, surveys, and project management
  - Have 80% of the current capital improvement and bond projects out for bids or under construction within the fiscal year they are approved

---

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

**FUND 101 GENERAL  
DEPT 190 ENGINEERING**

---

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED</b>
<b>\$567,228</b>	<b>\$422,581</b>	<b>\$413,013</b>	<b>\$440,517</b>	<b>\$440,517</b>

---

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**General Fund – Engineering – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 431,774	\$ 282,700	\$ 282,700	\$ 308,500	\$ 308,500	\$ 308,500
51130 FICA	31,886	31,000	29,279	24,000	24,000	24,000
51140 GROUP INSURANCE	36,845	36,845	36,845	30,930	30,930	30,930
51150 DB RETIREMENT	21,974	20,200	19,740	26,000	26,000	26,000
51155 DC RETIREMENT	16,019	12,200	14,760	11,300	11,300	11,300
51170 WORKER'S COMPENSATION	1,910	1,866	1,866	2,017	2,017	2,017
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 540,408</b>	<b>\$ 384,811</b>	<b>\$ 385,190</b>	<b>\$ 402,747</b>	<b>\$ 402,747</b>	<b>\$ 402,747</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 771	\$ 2,120	\$ 1,209	\$ 2,120	\$ 2,120	\$ 2,120
52310 UTILITIES & COMMUNICATIONS	1,940	2,000	2,031	2,000	2,000	2,000
52410 PROFESSIONAL SERVICES	4,689	12,250	5,000	12,250	12,250	12,250
52510 OTHER SERVICES	8,973	7,500	7,228	7,500	7,500	7,500
52610 MAINT. & REPAIR SERVICE	205	1,000	148	1,000	1,000	1,000
52710 OPERATIONAL SERVICES	-	1,000	748	1,000	1,000	1,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 16,578</b>	<b>\$ 25,870</b>	<b>\$ 16,364</b>	<b>\$ 25,870</b>	<b>\$ 25,870</b>	<b>\$ 25,870</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 292	\$ 3,400	\$ 3,944	\$ 3,400	\$ 3,400	\$ 3,400
53310 GENERAL SUPPLIES	4,456	1,500	4,030	1,500	1,500	1,500
53410 TOOLS & EQUIPMENT	-	-	235	-	-	-
53510 FUEL	2,602	4,000	1,857	4,000	4,000	4,000
53610 MAINT. & REPAIR MATERIALS	2,892	3,000	1,393	3,000	3,000	3,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 10,242</b>	<b>\$ 11,900</b>	<b>\$ 11,459</b>	<b>\$ 11,900</b>	<b>\$ 11,900</b>	<b>\$ 11,900</b>
<b>TOTAL BUDGET</b>	<b>\$ 567,228</b>	<b>\$ 422,581</b>	<b>\$ 413,013</b>	<b>\$ 440,517</b>	<b>\$ 440,517</b>	<b>\$ 440,517</b>

***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 General Fund – Engineering – Personnel and Capital Detail

**FUND 101 GENERAL  
DEPT 190 ENGINEERING**

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></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
Senior Administrative Assistant	1	1	1	1
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>

***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 General Fund – Fleet Maintenance – Summary

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

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

2021 Accomplishments:

- Built a new grass rig for the Fire Department
- Maintained extensive maintenance program for PD units
- Helped in implementing new automated trash trucks
- Provided maintenance and support for all City owned vehicles and equipment

2022 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

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

**FUND 101 GENERAL  
DEPT 195 FLEET MAINTENANCE**

2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED
\$407,861	\$414,868	\$414,207	\$453,050	\$453,050

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**General Fund – Fleet Maintenance – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 269,316	\$ 264,800	\$ 275,640	\$ 285,000	\$ 285,000	\$ 285,000
51130 FICA	19,851	20,000	20,355	22,000	22,000	22,000
51140 GROUP INSURANCE	42,000	45,317	45,317	51,549	51,549	51,549
51150 DB RETIREMENT	13,895	15,000	14,766	18,000	18,000	18,000
51155 DC RETIREMENT	11,741	11,500	12,073	13,000	13,000	13,000
51170 WORKER'S COMPENSATION	4,296	3,111	3,111	3,361	3,361	3,361
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 361,099</b>	<b>\$ 359,728</b>	<b>\$ 371,262</b>	<b>\$ 392,910</b>	<b>\$ 392,910</b>	<b>\$ 392,910</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 2,494	\$ 2,735	\$ 3,060	\$ 2,735	\$ 2,735	\$ 2,735
52310 UTILITIES & COMMUNICATIONS	8,156	9,400	7,280	9,400	9,400	9,400
52510 OTHER SERVICES	2,733	2,872	1,556	2,872	2,872	2,872
52610 MAINT. & REPAIR SERVICE	5,718	5,033	8,799	10,033	10,033	10,033
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 19,101</b>	<b>\$ 20,040</b>	<b>\$ 20,695</b>	<b>\$ 25,040</b>	<b>\$ 25,040</b>	<b>\$ 25,040</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 223	\$ 500	\$ 246	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	-	700	-	700	700	700
53310 GENERAL SUPPLIES	1,861	2,800	1,429	2,800	2,800	2,800
53410 TOOLS & EQUIPMENT	5,219	5,100	4,944	5,100	5,100	5,100
53510 FUEL	729	1,000	615	1,000	1,000	1,000
53610 MAINT. & REPAIR MATERIALS	19,629	25,000	15,016	25,000	25,000	25,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 27,661</b>	<b>\$ 35,100</b>	<b>\$ 22,250</b>	<b>\$ 35,100</b>	<b>\$ 35,100</b>	<b>\$ 35,100</b>
<b>TOTAL BUDGET</b>	<b>\$ 407,861</b>	<b>\$ 414,868</b>	<b>\$ 414,207</b>	<b>\$ 453,050</b>	<b>\$ 453,050</b>	<b>\$ 453,050</b>

***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 General Fund – Fleet Maintenance – Personnel and Capital Detail

FUND 101 GENERAL  
 DEPT 195 FLEET MAINTENANCE

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></b>
Municipal Garage Supervisor	1	1	1	1
Senior Vehicle Mechanic	4	4	4	4
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>



# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget**

### **General Fund – Fire – Summary**

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

---

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

---

2021 Accomplishments:

- Replaced a 1996 Brush 1 truck
- Replaced support vehicle
- Acquired funding to purchase a new 95' aerial truck to replace a 1975 aerial truck
- Acquired funding to replace the roofs on Station 1, 3, and 4

---

2022 Objectives:

- Prepare specifications for a new ladder truck
- Bid and purchase a new SCBA air compressor for Station 4
- Add an Assistant Fire Marshall

---

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget General Fund – Fire – Summary**

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

<b>FUND 101 GENERAL DEPT 250 FIRE</b>				
<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED</b>
<b>\$6,008,198</b>	<b>\$6,276,539</b>	<b>\$6,062,400</b>	<b>\$6,925,166</b>	<b>\$6,925,166</b>

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**General Fund – Fire – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 3,701,992	\$ 3,891,779	\$ 3,652,785	\$ 4,282,205	\$ 4,282,205	\$ 4,282,205
51120 OVERTIME	471,450	470,000	583,111	548,000	548,000	548,000
51130 FICA	59,039	70,100	60,933	80,000	80,000	80,000
51140 GROUP INSURANCE	838,484	834,127	834,127	836,620	836,620	836,620
51150 DB RETIREMENT	9,273	10,000	9,937	13,000	13,000	13,000
51160 PENSION	556,319	576,000	549,964	667,000	667,000	667,000
51170 WORKER'S COMPENSATION	69,983	40,541	40,541	43,809	43,809	43,809
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 5,706,540</b>	<b>\$ 5,892,547</b>	<b>\$ 5,731,398</b>	<b>\$ 6,470,634</b>	<b>\$ 6,470,634</b>	<b>\$ 6,470,634</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 89,511	\$ 87,010	\$ 75,439	\$ 93,760	\$ 93,760	\$ 93,760
52310 UTILITIES & COMMUNICATIONS	51,465	58,548	53,477	63,548	58,548	58,548
52410 PROFESSIONAL SERVICES	-	6,000	571	8,000	8,000	8,000
52510 OTHER SERVICES	5,488	10,134	5,118	10,134	10,134	10,134
52610 MAINT. & REPAIR SERVICE	29,177	36,310	50,497	58,560	58,560	58,560
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 175,641</b>	<b>\$ 198,002</b>	<b>\$ 185,102</b>	<b>\$ 234,002</b>	<b>\$ 229,002</b>	<b>\$ 229,002</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ (540)	\$ 5,350	\$ 1,371	\$ 5,350	\$ 5,350	\$ 5,350
53210 JANITORIAL SUPPLIES	12,294	15,000	14,907	15,000	15,000	15,000
53310 GENERAL SUPPLIES	44,481	82,440	56,738	110,980	100,980	100,980
53410 TOOLS & EQUIPMENT	2,645	3,200	6,264	3,200	3,200	3,200
53510 FUEL	17,782	25,000	15,225	33,000	33,000	33,000
53610 MAINT. & REPAIR MATERIALS	49,355	55,000	51,395	73,000	68,000	68,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 126,017</b>	<b>\$ 185,990</b>	<b>\$ 145,900</b>	<b>\$ 240,530</b>	<b>\$ 225,530</b>	<b>\$ 225,530</b>
<b>TOTAL BUDGET</b>	<b>\$ 6,008,198</b>	<b>\$ 6,276,539</b>	<b>\$ 6,062,400</b>	<b>\$ 6,945,166</b>	<b>\$ 6,925,166</b>	<b>\$ 6,925,166</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
General Fund – Fire – Personnel and Capital Detail

FUND 101 GENERAL  
DEPT 250 FIRE

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></b>
Fire Chief	1	1	1	1
Assistant Chief	1	1	1	1
Fire Marshall	0	0	0	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>71</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
General Fund – Police – Summary

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

---

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

---

2021 Accomplishments:

- Implemented Tyler (New World Public Safety) Software
- Secured funding for communications upgrades to the radio communications infrastructure
- Assisted Tri-County Tech Center with implementation of the MILO firearms training simulator
- Purchased seven new police vehicles
- Upgraded security and equipment at the East Side Sub-Station at TCTC
- Added an emotional support K-9 and equipment to help crime victims and children within public schools
- Implemented a third SRO position contracted through BPS
- Purchased a Mobile Command Post with two telephones, modem for internet connectivity and computer field access in emergency situations

---

***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 General Fund – Police – Summary  
 (continued)

2022 Objectives:

- Continue Citizen Police Academy
- Collaborate with GLMH for mental health transport alternatives and implement new legislation
- Replace 7 police vehicles
- Add mobile computers to Animal Control vehicles and Parking Enforcement vehicle
- Implement approved chalkless parking enforcement system
- Complete implementation of Tyler New World Software
- Continue accreditation and policy development
- Continue development of existing and alternative funding programs

Budget Highlights:

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

**FUND 101 GENERAL  
DEPT 270 POLICE**

2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED
\$5,927,123	\$6,061,942	\$5,769,404	\$7,024,231	\$7,024,231

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**General Fund – Police – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 3,629,598	\$ 3,844,668	\$ 3,625,874	\$ 4,483,300	\$ 4,483,300	\$ 4,483,300
51120 OVERTIME	110,291	83,000	132,068	87,000	87,000	87,000
51130 FICA	271,302	289,000	273,325	347,000	347,000	347,000
51140 GROUP INSURANCE	705,000	643,494	643,494	731,993	731,993	731,993
51150 DB RETIREMENT	27,082	29,000	29,121	36,000	36,000	36,000
51155 DC RETIREMENT	10,543	12,000	11,432	13,000	13,000	13,000
51160 PENSION	418,933	445,000	416,162	539,000	539,000	539,000
51170 WORKER'S COMPENSATION	52,085	30,380	30,380	32,828	32,828	32,828
51180 UNEMPLOYMENT COMP	9,848	-	-	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 5,234,682</b>	<b>\$ 5,376,542</b>	<b>\$ 5,161,856</b>	<b>\$ 6,270,121</b>	<b>\$ 6,270,121</b>	<b>\$ 6,270,121</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 124,178	\$ 167,900	\$ 108,764	\$ 226,200	\$ 196,200	\$ 196,200
52210 FINANCIAL SERVICES	609	-	560	-	-	-
52310 UTILITIES & COMMUNICATIONS	79,041	48,950	46,811	58,230	52,230	52,230
52410 PROFESSIONAL SERVICES	-	1,000	-	1,000	1,000	1,000
52510 OTHER SERVICES	81,922	92,900	86,306	94,100	94,100	94,100
52610 MAINT. & REPAIR SERVICE	68,045	52,150	58,871	56,330	56,330	56,330
52810 INSURANCE & BONDS	776	2,500	768	2,500	2,500	2,500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 354,571</b>	<b>\$ 365,400</b>	<b>\$ 302,080</b>	<b>\$ 438,360</b>	<b>\$ 402,360</b>	<b>\$ 402,360</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 7,841	\$ 7,000	\$ 6,906	\$ 7,000	\$ 7,000	\$ 7,000
53210 JANITORIAL SUPPLIES	1,795	2,000	2,450	2,500	2,500	2,500
53310 GENERAL SUPPLIES	152,004	119,000	141,111	139,000	139,000	139,000
53410 TOOLS & EQUIPMENT	-	10,000	10,000	23,250	18,250	18,250
53510 FUEL	117,143	130,000	98,194	130,000	130,000	130,000
53610 MAINT. & REPAIR MATERIALS	59,087	52,000	46,807	55,000	55,000	55,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 337,870</b>	<b>\$ 320,000</b>	<b>\$ 305,468</b>	<b>\$ 356,750</b>	<b>\$ 351,750</b>	<b>\$ 351,750</b>
<b>TOTAL BUDGET</b>	<b>\$ 5,927,123</b>	<b>\$ 6,061,942</b>	<b>\$ 5,769,404</b>	<b>\$ 7,065,231</b>	<b>\$ 7,024,231</b>	<b>\$ 7,024,231</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
General Fund – Police – Personnel and Capital Detail

**FUND 101 GENERAL  
DEPT 270 POLICE**

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></b>
Police Chief	1	1	1	1
Special Assistant to Police Chief	1	1	1	1
Deputy Chief	1	1	1	1
Captain	3	3	3	3
Lieutenant	5	6	6	4
Sergeant	9	9	9	10
Police Corporal	10	10	10	10
Police Officer	34	34	34	36
Senior Administrative Assistant	2	2	2	2
Administrative Assistant	1	1	1	2
Animal Control Officer	2	2	2	2
Community Service Officer	1	1	1	1
Administrative Specialist	1	1	1	1
<b>TOTAL</b>	<b>71</b>	<b>72</b>	<b>72</b>	<b>74</b>



# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget General Fund – Street – Summary**

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

---

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

---

2021 Accomplishments:

- Worked severe winter storm in February
- Constructed parking lot at the old Police Department location
- Constructed drainage control in Jo Allen Lowe Park
- Re-striped public streets and school zones
- Installed new school flashers in multiple locations

---

2022 Objectives:

- Perform annual asphalt overlays
- Provide routine maintenance for roads and storm drains
- Implement work orders within Tyler operations
- Re-lamp traffic signals as part of scheduled maintenance

---

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

### **FUND 101 GENERAL DEPT 328 STREET**

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED</b>
<b>\$1,400,703</b>	<b>\$1,526,892</b>	<b>\$1,346,491</b>	<b>\$1,666,671</b>	<b>\$1,666,671</b>

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**General Fund – Street – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 581,902	\$ 652,947	\$ 631,049	\$ 741,681	\$ 741,681	\$ 741,681
51120 OVERTIME	1,331	1,000	1,040	2,000	2,000	2,000
51130 FICA	42,107	48,200	45,321	54,000	54,000	54,000
51140 GROUP INSURANCE	176,000	145,013	145,013	164,956	164,956	164,956
51150 DB RETIREMENT	60,271	65,000	64,905	81,000	81,000	81,000
51155 DC RETIREMENT	12,750	13,000	14,463	17,000	17,000	17,000
51170 WORKER'S COMPENSATION	16,109	9,332	9,332	10,084	10,084	10,084
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 890,470</b>	<b>\$ 934,492</b>	<b>\$ 911,123</b>	<b>\$ 1,070,721</b>	<b>\$ 1,070,721</b>	<b>\$ 1,070,721</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 8,771	\$ 14,500	\$ 1,457	\$ 18,050	\$ 18,050	\$ 18,050
52310 UTILITIES & COMMUNICATIONS	218,339	230,500	190,953	230,500	230,500	230,500
52510 OTHER SERVICES	4,524	3,500	4,708	3,500	3,500	3,500
52610 MAINT. & REPAIR SERVICE	14,343	10,000	1,671	10,000	10,000	10,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 245,977</b>	<b>\$ 258,500</b>	<b>\$ 198,789</b>	<b>\$ 262,050</b>	<b>\$ 262,050</b>	<b>\$ 262,050</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 353	\$ 500	\$ 60	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	687	1,000	1,617	1,000	1,000	1,000
53310 GENERAL SUPPLIES	10,918	15,000	11,441	15,000	15,000	15,000
53410 TOOLS & EQUIPMENT	28,378	2,200	6,805	2,200	2,200	2,200
53510 FUEL	27,067	43,000	24,028	43,000	43,000	43,000
53610 MAINT. & REPAIR MATERIALS	196,853	272,200	192,628	272,200	272,200	272,200
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 264,256</b>	<b>\$ 333,900</b>	<b>\$ 236,579</b>	<b>\$ 333,900</b>	<b>\$ 333,900</b>	<b>\$ 333,900</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,400,703</b>	<b>\$ 1,526,892</b>	<b>\$ 1,346,491</b>	<b>\$ 1,666,671</b>	<b>\$ 1,666,671</b>	<b>\$ 1,666,671</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
General Fund – Street – Personnel and Capital Detail

**FUND 101 GENERAL  
DEPT 328 STREET**

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></b>
Street Supervisor	1	1	1	1
Sign and Signal Tech	2	2	2	2
Equipment Operator-Crewleader	3	3	3	3
Concrete Mason	1	1	1	1
Maintenance Worker	9	9	9	10
<b>TOTAL</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>17</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
General Fund – Library – Summary

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

---

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

---

2021 Accomplishments:

- Shifted all programming events to virtual or to an outside venue due to the pandemic
- Created Curbside Pick-up
- Checkouts for e-books increased 110%
- Added children's books to e-book selections
- Installed new ADA ramp on eastside of Library
- Added the "My Library App"

---

***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 General Fund – Library – Summary  
 (continued)

- 2022 Objectives:
- Resume all programs, services, and hours of operation to pre-pandemic levels
  - Join community events as they are scheduled
  - Upgrade elevators for ADA compliance
  - Continue with building and department repairs and renovations
  - Complete the new teen area, *The Fortress*

---

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>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED</b>
<b>\$1,344,312</b>	<b>\$1,403,523</b>	<b>\$1,384,646</b>	<b>\$1,477,411</b>	<b>\$1,477,411</b>

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**General Fund – Library – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 779,140	\$ 823,800	\$ 789,758	\$ 849,000	\$ 849,000	\$ 849,000
51120 OVERTIME	343	-	-	-	-	-
51130 FICA	56,712	62,000	57,629	65,000	65,000	65,000
51140 GROUP INSURANCE	135,000	126,886	126,886	144,337	144,337	144,337
51150 DB RETIREMENT	89,489	95,000	95,784	115,000	115,000	115,000
51155 DC RETIREMENT	9,802	10,000	9,057	10,000	10,000	10,000
51170 WORKER'S COMPENSATION	2,327	1,452	1,452	1,569	1,569	1,569
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 1,072,813</b>	<b>\$ 1,119,138</b>	<b>\$ 1,080,566</b>	<b>\$ 1,184,906</b>	<b>\$ 1,184,906</b>	<b>\$ 1,184,906</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 8,530	\$ 3,800	\$ 2,750	\$ 5,300	\$ 5,300	\$ 5,300
52210 FINANCIAL SERVICES	2,077	3,700	3,000	3,500	3,500	3,500
52310 UTILITIES & COMMUNICATIONS	72,587	69,000	69,000	69,000	69,000	69,000
52410 PROFESSIONAL SERVICES	-	-	-	750	750	750
52510 OTHER SERVICES	31,650	29,800	32,000	28,450	28,450	28,450
52610 MAINT. & REPAIR SERVICE	56,867	57,635	57,635	70,575	60,575	60,575
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 171,711</b>	<b>\$ 163,935</b>	<b>\$ 164,385</b>	<b>\$ 177,575</b>	<b>\$ 167,575</b>	<b>\$ 167,575</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 10,710	\$ 15,900	\$ 13,000	\$ 15,100	\$ 15,100	\$ 15,100
53210 JANITORIAL SUPPLIES	5,059	9,000	9,000	10,500	10,500	10,500
53310 GENERAL SUPPLIES	73,396	80,750	102,895	81,250	81,250	81,250
53610 MAINT. & REPAIR MATERIALS	10,623	14,800	14,800	18,080	18,080	18,080
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 99,788</b>	<b>\$ 120,450</b>	<b>\$ 139,695</b>	<b>\$ 124,930</b>	<b>\$ 124,930</b>	<b>\$ 124,930</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,344,312</b>	<b>\$ 1,403,523</b>	<b>\$ 1,384,646</b>	<b>\$ 1,487,411</b>	<b>\$ 1,477,411</b>	<b>\$ 1,477,411</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
General Fund – Library – Personnel and Capital Detail

FUND 101 GENERAL  
DEPT 421 LIBRARY

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></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
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***  
2021-22 Operating Budget  
General Fund – Museum – Summary

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

---

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

---

2021 Accomplishments:

- Worked with the Oklahoma Transportation Department to create the history for the information kiosk that will be placed in Johnstone Park
- Education Coordinator presented programs to third and fourth grade students and to local organizations via Zoom
- Museum Collections Manager worked with the “Killers of the Flower Moon” movie crew for site locations
- Museum Collections Manager worked with CNN, OETA, and PBS to create documentaries about the Osage Reign of Terror

---



***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 General Fund – Museum – Summary  
 (continued)

2022 Objectives:

- Increase offsite programming by 10% for children and adults with emphasis on the senior population
- Create new educational programs for children and adults
- Create and produce videos for YouTube using Museum archived materials
- Host additional *Search the Ville* programs for community participants
- Increase Museum programming to host one event per month

Budget Highlights:

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

**FUND 101 GENERAL  
DEPT 425 HISTORY MUSEUM**

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED</b>
<b>\$187,721</b>	<b>\$186,276</b>	<b>\$172,665</b>	<b>\$200,929</b>	<b>\$200,929</b>

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**General Fund – Museum – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 121,570	\$ 118,200	\$ 106,560	\$ 125,000	\$ 125,000	\$ 125,000
51130 FICA	8,988	9,000	7,662	10,000	10,000	10,000
51140 GROUP INSURANCE	31,000	27,190	27,190	30,929	30,929	30,929
51155 DC RETIREMENT	5,908	5,000	5,295	6,000	6,000	6,000
51170 WORKER'S COMPENSATION	537	311	311	336	336	336
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 168,003</b>	<b>\$ 159,701</b>	<b>\$ 147,018</b>	<b>\$ 172,265</b>	<b>\$ 172,265</b>	<b>\$ 172,265</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 712	\$ 600	\$ 697	\$ 600	\$ 600	\$ 600
52310 UTILITIES & COMMUNICATIONS	2	25	-	-	-	-
52410 PROFESSIONAL SERVICES	-	1,000	1,000	2,500	1,500	1,500
52510 OTHER SERVICES	10,950	9,300	10,500	11,000	11,000	11,000
52610 MAINT. & REPAIR SERVICE	540	2,450	2,450	2,875	2,875	2,875
52810 INSURANCE & BONDS	215	-	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 12,419</b>	<b>\$ 13,375</b>	<b>\$ 14,647</b>	<b>\$ 16,975</b>	<b>\$ 15,975</b>	<b>\$ 15,975</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 2,916	\$ 4,000	\$ 4,000	\$ 3,000	\$ 3,000	\$ 3,000
53210 JANITORIAL SUPPLIES	-	100	-	1,600	1,600	1,600
53310 GENERAL SUPPLIES	3,551	5,100	4,500	6,089	5,089	5,089
53610 MAINT. & REPAIR MATERIALS	832	4,000	2,500	3,000	3,000	3,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 7,299</b>	<b>\$ 13,200</b>	<b>\$ 11,000</b>	<b>\$ 13,689</b>	<b>\$ 12,689</b>	<b>\$ 12,689</b>
<b>TOTAL BUDGET</b>	<b>\$ 187,721</b>	<b>\$ 186,276</b>	<b>\$ 172,665</b>	<b>\$ 202,929</b>	<b>\$ 200,929</b>	<b>\$ 200,929</b>

***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 General Fund – Museum – Personnel and Capital Detail

FUND 101 GENERAL  
 DEPT 425 HISTORY MUSEUM

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></b>
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***  
**2021-22 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.

**2021 Accomplishments:**

- Installed irrigation at Douglas Park
- Provided mosquito control for public safety
- Provided maintenance of City playgrounds and restrooms

**2022 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
- Construct two new shelters at Lee Lake
- Execute top leveling of Daniels Soccer Fields

**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**

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED</b>
<b>\$1,148,426</b>	<b>\$1,301,845</b>	<b>\$1,193,018</b>	<b>\$1,415,528</b>	<b>\$1,415,528</b>

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**General Fund – Park and Recreation – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 579,795	\$ 698,273	\$ 590,877	\$ 755,000	\$ 755,000	\$ 755,000
51120 OVERTIME	537	1,000	3,315	1,000	1,000	1,000
51130 FICA	41,401	52,000	42,921	58,000	58,000	58,000
51140 GROUP INSURANCE	187,000	163,139	163,139	185,576	185,576	185,576
51150 DB RETIREMENT	67,107	76,500	72,446	91,000	91,000	91,000
51155 DC RETIREMENT	7,939	12,000	8,932	18,000	18,000	18,000
51170 WORKER'S COMPENSATION	18,614	10,783	10,783	11,652	11,652	11,652
51180 UNEMPLOYMENT COMP	1,918	-	1,109	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 904,311</b>	<b>\$ 1,013,695</b>	<b>\$ 893,522</b>	<b>\$ 1,120,228</b>	<b>\$ 1,120,228</b>	<b>\$ 1,120,228</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 77,508	\$ 80,950	\$ 142,145	\$ 96,100	\$ 96,100	\$ 96,100
52310 UTILITIES & COMMUNICATIONS	36,874	50,000	29,481	50,000	50,000	50,000
52410 PROFESSIONAL SERVICES	997	-	-	-	-	-
52510 OTHER SERVICES	3,618	3,700	2,121	3,700	3,700	3,700
52610 MAINT. & REPAIR SERVICE	9,151	4,000	16,515	4,000	4,000	4,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 128,148</b>	<b>\$ 138,650</b>	<b>\$ 190,262</b>	<b>\$ 153,800</b>	<b>\$ 153,800</b>	<b>\$ 153,800</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 302	\$ 500	\$ 60	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	6,608	8,000	13,223	10,000	10,000	10,000
53310 GENERAL SUPPLIES	20,704	25,000	19,793	27,000	27,000	27,000
53410 TOOLS & EQUIPMENT	1,303	6,500	658	6,500	6,500	6,500
53510 FUEL	25,190	33,000	24,573	33,000	33,000	33,000
53610 MAINT. & REPAIR MATERIALS	61,860	76,500	50,927	76,500	64,500	64,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 115,967</b>	<b>\$ 149,500</b>	<b>\$ 109,234</b>	<b>\$ 153,500</b>	<b>\$ 141,500</b>	<b>\$ 141,500</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,148,426</b>	<b>\$ 1,301,845</b>	<b>\$ 1,193,018</b>	<b>\$ 1,427,528</b>	<b>\$ 1,415,528</b>	<b>\$ 1,415,528</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
General Fund – Park and Recreation – Personnel and Capital Detail

FUND 101 GENERAL  
DEPT 431 PARK & RECREATION

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></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***  
**2021-22 Operating Budget**  
**General Fund – Transfers – Summary**

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

---

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

---

2021 Accomplishments:    N/A

---

2022 Objectives:            N/A

---

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

**FUND 101 GENERAL  
DEPT 900 TRANSFERS**

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED</b>
<b>\$1,666,073</b>	<b>\$2,949,309</b>	<b>\$2,949,309</b>	<b>\$3,088,528</b>	<b>\$3,088,528</b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**General Fund – Transfers – Line Item Detail**

<b>TRANSFERS</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
59207 E 9-1-1 FUND	\$ 551,414	\$ 511,118	\$ 511,118	\$ 524,835	\$ 524,835	\$ 524,835
59513 ADAMS GOLF COURSE	173,382	144,130	144,130	58,804	58,804	58,804
59515 SOONER POOL	44,750	37,360	37,360	40,546	40,546	40,546
59516 FRONTIER POOL	49,681	35,806	35,806	50,404	50,404	50,404
59663 AUTO COLLISION INSURANCE	25,000	25,000	25,000	25,000	25,000	25,000
59670 STABILIZATION RESERVE	471,846	1,495,895	1,495,895	540,901	538,939	538,939
59675 CAPITAL RESERVE	350,000	700,000	700,000	1,850,000	1,850,000	1,850,000
<b>TOTAL TRANSFERS</b>	<b>\$ 1,666,073</b>	<b>\$ 2,949,309</b>	<b>\$ 2,949,309</b>	<b>\$ 3,090,490</b>	<b>\$ 3,088,528</b>	<b>\$ 3,088,528</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,666,073</b>	<b>\$ 2,949,309</b>	<b>\$ 2,949,309</b>	<b>\$ 3,090,490</b>	<b>\$ 3,088,528</b>	<b>\$ 3,088,528</b>

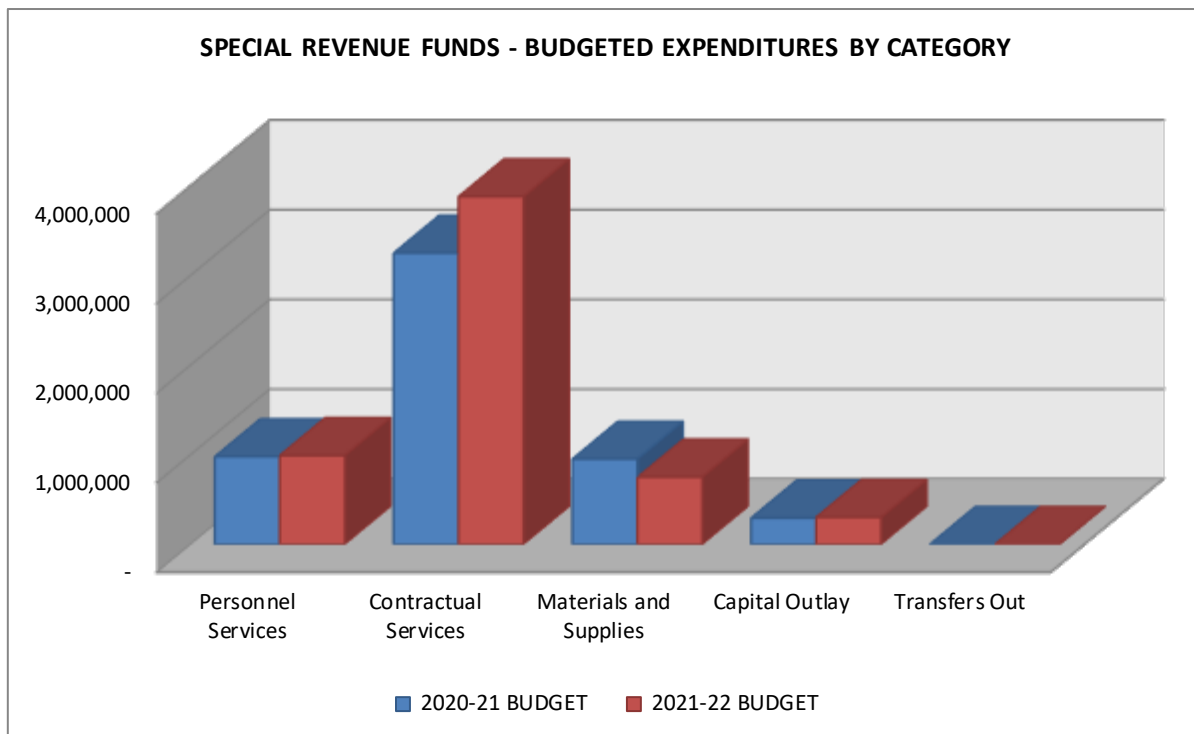
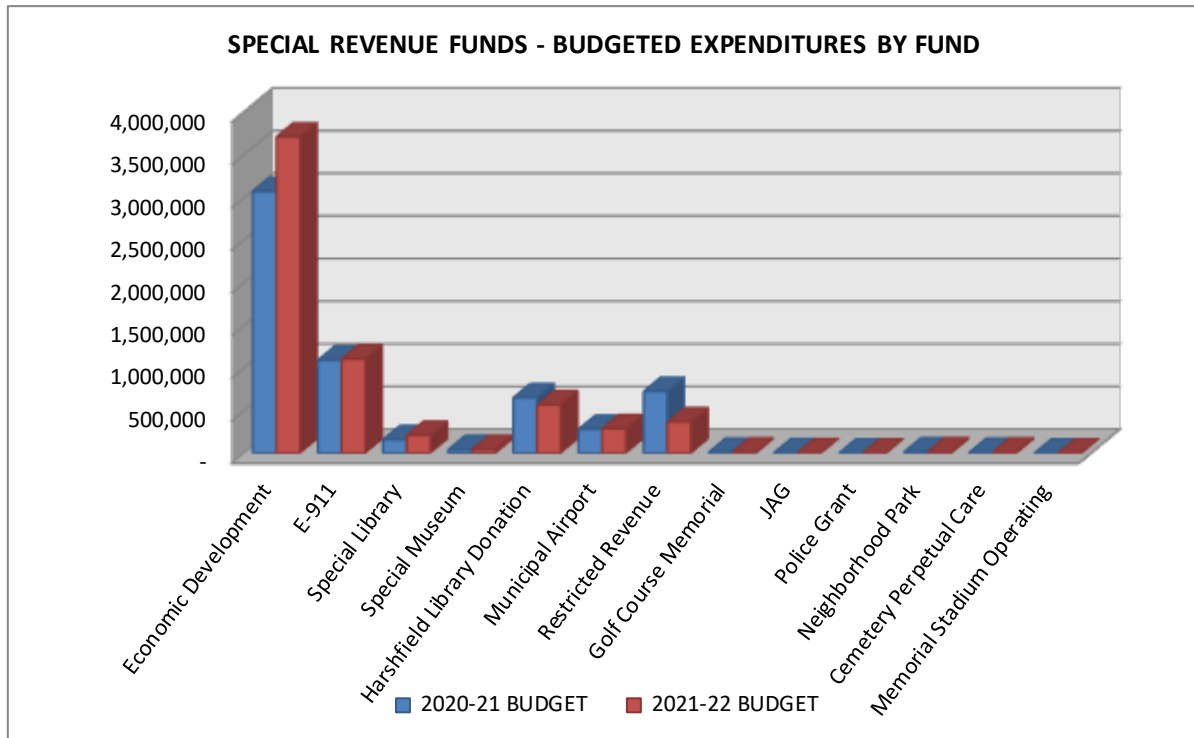


# **SPECIAL REVENUE FUNDS**



*PAGE LEFT BLANK INTENTIONALLY*

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Special Revenue Funds – Expenditure Graphs**



***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Special Revenue Funds – Expenditure Summary by Fund**

<b><i>EXPENDITURES AND RESERVES BY FUND</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Economic Development	\$ 1,163,790	\$ 3,069,247	\$ 1,080,000	\$ 3,708,789
E-911	1,055,032	1,090,671	1,037,845	1,104,582
Special Library	123,541	158,700	185,369	210,000
Special Museum	24,499	40,500	27,846	41,000
Harshfield Library Donation	101,197	650,077	96,014	567,025
Municipal Airport	-	279,033	2,192	285,736
Restricted Revenue	538,507	723,701	593,644	367,659
Golf Course Memorial	23,330	10,130	2,908	12,917
JAG	-	2,778	2,760	3,134
Neighborhood Park	-	14,659	-	15,346
Cemetery Perpetual Care	-	8,538	400	13,781
<b>Total Expenditures and Reserves</b>	<b><u>\$ 3,029,896</u></b>	<b><u>\$ 6,048,034</u></b>	<b><u>\$ 3,028,978</u></b>	<b><u>\$ 6,329,969</u></b>

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**Special Revenue Funds – Expenditure Summary by Line Item**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 680,495	\$ 705,511	\$ 656,009	\$ 705,000	\$ 705,000	\$ 705,000
51120 OVERTIME	14,484	18,000	39,110	19,000	19,000	19,000
51130 FICA	49,831	53,500	49,970	55,000	55,000	55,000
51140 GROUP INSURANCE	156,000	135,950	128,869	154,646	154,646	154,646
51150 DB RETIREMENT	43,842	47,000	37,468	35,000	35,000	35,000
51155 DC RETIREMENT	15,595	16,000	16,575	21,000	21,000	21,000
51170 WORKER'S COMPENSATION	2,685	1,555	1,555	1,681	1,681	1,681
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 962,932</b>	<b>\$ 977,516</b>	<b>\$ 929,556</b>	<b>\$ 991,327</b>	<b>\$ 991,327</b>	<b>\$ 991,327</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 4,298	\$ 10,050	\$ 23,246	\$ 12,050	\$ 12,050	\$ 12,050
52310 UTILITIES & COMMUNICATIONS	126,250	119,500	124,565	119,800	119,800	119,800
52410 PROFESSIONAL SERVICES	-	28,500	9,000	6,500	6,500	6,500
52510 OTHER SERVICES	306,097	2,095,747	239,633	2,853,289	2,853,289	2,853,289
52610 MAINT. & REPAIR SERVICE	2,090	4,000	1,500	7,000	7,000	7,000
52710 OPERATIONAL SERVICES	880,000	990,000	880,000	880,000	880,000	880,000
52810 INSURANCE & BONDS	-	300	-	300	300	300
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 1,318,735</b>	<b>\$ 3,248,097</b>	<b>\$ 1,277,944</b>	<b>\$ 3,878,939</b>	<b>\$ 3,878,939</b>	<b>\$ 3,878,939</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 3,245	\$ 20,900	\$ 12,059	\$ 16,200	\$ 16,200	\$ 16,200
53310 GENERAL SUPPLIES	159,448	150,646	177,315	237,915	237,915	237,915
53410 TOOLS & EQUIPMENT	6,312	-	717	12,917	12,917	12,917
53610 MAINT. & REPAIR MATERIALS	572,605	779,701	629,195	483,659	483,659	483,659
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 741,610</b>	<b>\$ 951,247</b>	<b>\$ 819,286</b>	<b>\$ 750,691</b>	<b>\$ 750,691</b>	<b>\$ 750,691</b>

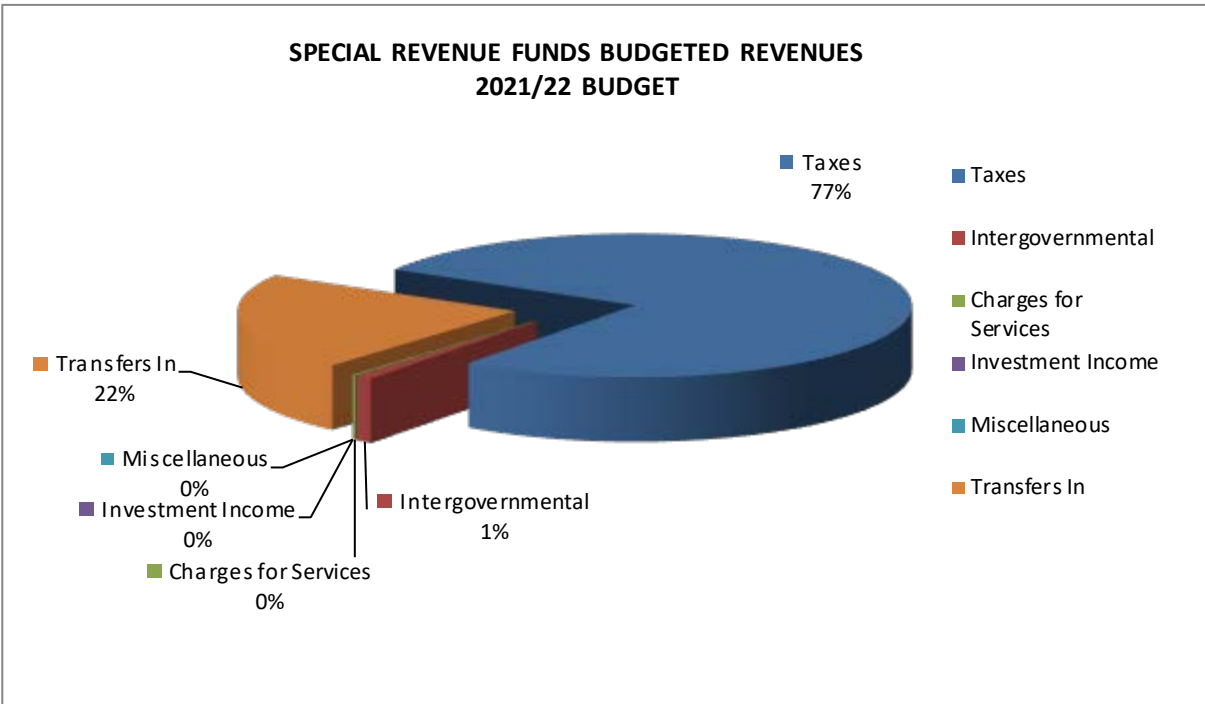
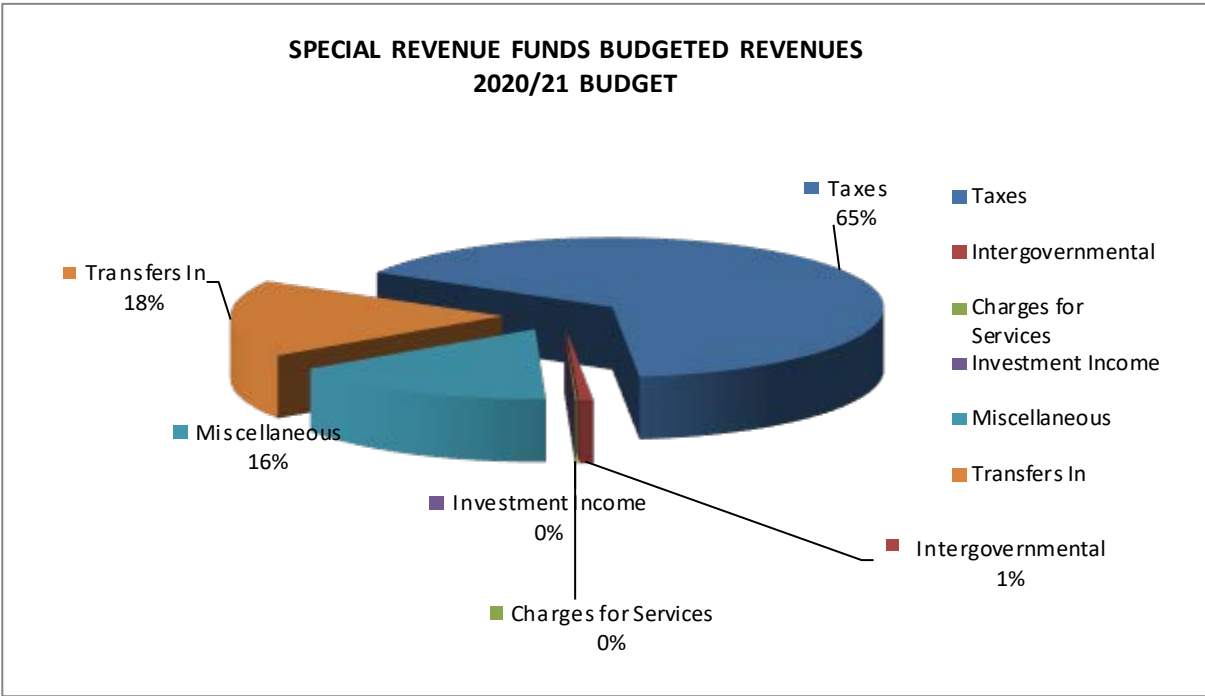
***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Special Revenue Funds – Expenditure Summary by Line Item**  
**(continued)**

<b><i>CAPITAL OUTLAY</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 REQUEST</i></b>	<b><i>CITY MGR REC</i></b>	<b><i>2021-22 APPROVED</i></b>
55920 BUILDINGS & STRUCTURES	\$ -	\$ 293,692	\$ 2,192	\$ 301,082	\$ 301,082	\$ 301,082
55950 OFFICE EQUIP & FURNISH	6,619	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 6,619</b>	<b>\$ 293,692</b>	<b>\$ 2,192</b>	<b>\$ 301,082</b>	<b>\$ 301,082</b>	<b>\$ 301,082</b>
<b><i>TRANSFERS OUT</i></b>						
59101 GENERAL FUND	\$ 2,134	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL TRANSFERS</b>	<b>\$ 2,134</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><i>TOTAL BUDGET</i></b>	<b>\$ 3,032,030</b>	<b>\$ 5,470,552</b>	<b>\$ 3,028,978</b>	<b>\$ 5,922,039</b>	<b>\$ 5,922,039</b>	<b>\$ 5,922,039</b>

# ***CITY OF BARTLESVILLE***

## 2021-22 Operating Budget

### Special Revenue Funds – Revenue Graphs



***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Special Revenue Funds – Revenue Summary by Source**

<b>REVENUE BY SOURCE</b>		<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Sales Tax		\$ 1,407,909	\$ 1,344,291	\$ 1,440,705	\$ 1,440,705
Hotel-Motel Tax		190,427	208,600	108,239	108,200
Franchise Tax		507,218	512,600	531,268	535,700
Intergovernmental		33,123	27,100	45,880	27,100
Charges for Services		4,091	3,600	5,597	5,500
Interest and Investment Income		69,812	-	176	-
Donations and Miscellaneous		832,032	510,000	645,950	-
Transfer In:	From BLTA	74,850	70,000	70,000	70,000
	From General	551,414	498,118	498,118	524,835
	From History Museum Trust	5,000	-	-	-
Fund Balance		<u>3,001,106</u>	<u>3,106,836</u>	<u>3,603,436</u>	<u>3,920,391</u>
<b>Total Available for Appropriation</b>		<b><u>\$ 6,676,982</u></b>	<b><u>\$ 6,281,145</u></b>	<b><u>\$ 6,949,369</u></b>	<b><u>\$ 6,632,431</u></b>



***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Special Revenue Funds – Personnel Summary

<b><i>PERSONNEL COUNTS BY DEPARTMENT</i></b>	<b><i>2019-20 ACTUAL FTEs</i></b>	<b><i>2020-21 BUDGETED FTEs</i></b>	<b><i>2020-21 ACTUAL FTEs</i></b>	<b><i>2021-22 BUDGETED FTEs</i></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	<u>1.23</u>	<u>1.23</u>	<u>1.23</u>	<u>1.23</u>
<b>Total Expenditures</b>	<b><u>17.46</u></b>	<b><u>17.46</u></b>	<b><u>17.46</u></b>	<b><u>17.46</u></b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Economic Development Fund – Summary**

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

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

**2021 Accomplishments:** • N/A

**2022 Objectives:** • N/A

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

**FUND 203 ECONOMIC DEVELOPMENT  
DEPT 538 ECONOMIC DEVELOPMENT**

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$1,163,790</b>	<b>\$3,069,247</b>	<b>\$1,080,000</b>	<b>\$3,708,789</b>	<b>\$3,708,789</b>

**CITY OF BARTLESVILLE**  
 2021-22 Operating Budget  
 Economic Development Fund – Expenditure and Revenue Summary

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Economic Development	\$ 1,163,790	\$ 3,069,247	\$ 1,080,000	\$ 3,708,789
<b>Total Expenditures</b>	<b>\$ 1,163,790</b>	<b>\$ 3,069,247</b>	<b>\$ 1,080,000</b>	<b>\$ 3,708,789</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Sales Tax	\$ 1,407,909	\$ 1,344,291	\$ 1,440,705	\$ 1,440,705
Hotel-Motel Tax	190,427	208,600	108,239	108,200
Interest and Investment Income	45,026	-	-	-
Fund Balance	1,219,371	1,516,356	1,690,940	2,159,884
<b>Total Available for Appropriation</b>	<b>\$ 2,862,733</b>	<b>\$ 3,069,247</b>	<b>\$ 3,239,884</b>	<b>\$ 3,708,789</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Economic Development Fund – Economic Development – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
52510 OTHER SERVICES	\$ 283,790	\$ 2,079,247	\$ 200,000	\$ 2,828,789	\$ 2,828,789	\$ 2,828,789
52710 OPERATIONAL SERVICES	880,000	990,000	880,000	880,000	880,000	880,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<u>\$ 1,163,790</u>	<u>\$ 3,069,247</u>	<u>\$ 1,080,000</u>	<u>\$ 3,708,789</u>	<u>\$ 3,708,789</u>	<u>\$ 3,708,789</u>
<b>TOTAL BUDGET</b>	<u>\$ 1,163,790</u>	<u>\$ 3,069,247</u>	<u>\$ 1,080,000</u>	<u>\$ 3,708,789</u>	<u>\$ 3,708,789</u>	<u>\$ 3,708,789</u>

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget**

### **E-911 Fund – Summary**

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

---

**Fund Description:** The E-911 Fund is financed by the levy of a monthly 5% fee on the landline telephone customers within Bartlesville, Dewey, and other Washington County telephone customers as well as Bartlesville/Washington County's portion of the statewide \$0.75 per line per month fee on all cellular services. The Bartlesville Police Department is the agency that operates the E-911 Dispatch Center for these jurisdictions.

---

**2021 Accomplishments:**

- Implemented Computer Aided Dispatch (CAD) and Report Management System (RMS) Software
- Replaced 24/7 Dispatch chairs
- Joined APCO to increase training opportunities within Dispatch
- Certified some Dispatch staff as EMD

---

**2022 Objectives:**

- Continue EMD certification for staff
- CPR certification for staff
- Work with TCTC staff for Dispatcher training programs

---

**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>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$1,055,032</b>	<b>\$1,069,766</b>	<b>\$1,037,845</b>	<b>\$1,083,677</b>	<b>\$1,083,677</b>

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
E-911 Fund – Expenditure and Revenue Summary

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Emergency Dispatch	\$ 1,055,032	\$ 1,069,766	\$ 1,037,845	\$ 1,083,677
Reserves:       Compensated Absences Reserve	<u>-</u>	<u>20,905</u>	<u>-</u>	<u>20,905</u>
<b>Total Expenditures and Reserves</b>	<b><u>\$ 1,055,032</u></b>	<b><u>\$ 1,090,671</u></b>	<b><u>\$ 1,037,845</u></b>	<b><u>\$ 1,104,582</u></b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
E-911 Service Tax	\$ 80,671	\$ 83,200	\$ 77,093	\$ 77,000
E-911 Wireless Fee	426,547	429,400	454,175	458,700
Charges for Services	2,400	2,400	2,400	2,400
Interest and Investment Income	236	-	-	-
Transfer In:       General	<u>551,414</u>	<u>498,118</u>	<u>498,118</u>	<u>524,835</u>
Fund Balance	<u>41,468</u>	<u>64,553</u>	<u>47,706</u>	<u>41,647</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 1,102,736</u></b>	<b><u>\$ 1,077,671</u></b>	<b><u>\$ 1,079,492</u></b>	<b><u>\$ 1,104,582</u></b>

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**E-911 Fund – Emergency Dispatch – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 631,182	\$ 648,511	\$ 608,009	\$ 646,000	\$ 646,000	\$ 646,000
51120 OVERTIME	14,484	18,000	39,110	19,000	19,000	19,000
51130 FICA	46,059	49,000	46,287	50,000	50,000	50,000
51140 GROUP INSURANCE	156,000	135,950	128,869	154,646	154,646	154,646
51150 DB RETIREMENT	43,842	47,000	37,468	35,000	35,000	35,000
51155 DC RETIREMENT	15,595	16,000	16,575	21,000	21,000	21,000
51170 WORKER'S COMPENSATION	2,685	1,555	1,555	1,681	1,681	1,681
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 909,847</b>	<b>\$ 916,016</b>	<b>\$ 877,873</b>	<b>\$ 927,327</b>	<b>\$ 927,327</b>	<b>\$ 927,327</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 3,527	\$ 10,050	\$ 23,046	\$ 12,050	\$ 12,050	\$ 12,050
52310 UTILITIES & COMMUNICATIONS	126,250	119,500	117,591	119,800	119,800	119,800
52510 OTHER SERVICES	9,856	9,000	9,600	9,000	9,000	9,000
52610 MAINT. & REPAIR SERVICE	2,090	4,000	1,500	7,000	7,000	7,000
52810 INSURANCE & BONDS	-	300	-	300	300	300
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 141,723</b>	<b>\$ 142,850</b>	<b>\$ 151,737</b>	<b>\$ 148,150</b>	<b>\$ 148,150</b>	<b>\$ 148,150</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,993	\$ 8,900	\$ 6,878	\$ 6,200	\$ 6,200	\$ 6,200
53310 GENERAL SUPPLIES	760	1,000	1,357	1,000	1,000	1,000
53610 MAINT. & REPAIR MATERIALS	709	1,000	-	1,000	1,000	1,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 3,462</b>	<b>\$ 10,900</b>	<b>\$ 8,235</b>	<b>\$ 8,200</b>	<b>\$ 8,200</b>	<b>\$ 8,200</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,055,032</b>	<b>\$ 1,069,766</b>	<b>\$ 1,037,845</b>	<b>\$ 1,083,677</b>	<b>\$ 1,083,677</b>	<b>\$ 1,083,677</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
E-911 Fund – Emergency Dispatch – Personnel and Capital Detail

FUND 207 E-911  
DEPT 275 EMERGENCY DISPATCH

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></b>
Lead Emergency Comm. Tech	3	3	3	3
Emergency Comm. Tech	12.1	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***

### **2021-22 Operating Budget**

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

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

---

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

---

**2021 Accomplishments:**

- Installed lockers for patron use while in the Library
- The Friends of the Library funded the 2020 summer reading program. 752 children and adults attended special events
- Added STEM Kits for children and teens
- Secured a Health Literacy Grant that enabled the Library/Literacy Services to host 324 health and wellness programs and exercise classes for the community
- Purchased new laptops for Literacy staff and students

---

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget Special Library Fund – Summary (continued)**

- 2022 Objectives:
- Resume adult, teen, and children’s programming to pre-covid levels
  - Build the STEM Kit Collection for children and teens
  - Continue to monitor the collection to ensure the Library has the materials/items patrons seek

---

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>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$123,541</b>	<b>\$158,700</b>	<b>\$185,369</b>	<b>\$210,000</b>	<b>\$210,000</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Special Library Fund – Expenditure and Revenue Summary

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Library	\$ 123,541	\$ 158,700	\$ 185,369	\$ 210,000
<b>Total Expenditures</b>	<b>\$ 123,541</b>	<b>\$ 158,700</b>	<b>\$ 185,369</b>	<b>\$ 210,000</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Intergovernmental	\$ 27,237	\$ 27,100	\$ 45,880	\$ 27,100
Interest and Investment Income	10,552	-	-	-
Donations and Miscellaneous	18,684	-	91,476	-
Transfer In: From BLTA	74,850	70,000	70,000	70,000
Fund Balance	283,333	221,801	313,857	335,844
<b>Total Available for Appropriation</b>	<b>\$ 414,656</b>	<b>\$ 318,901</b>	<b>\$ 521,213</b>	<b>\$ 432,944</b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Special Library Fund – Library – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 28,069	\$ 25,000	\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000
51130 FICA	2,147	2,000	2,000	2,000	2,000	2,000
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 30,216</b>	<b>\$ 27,000</b>	<b>\$ 28,000</b>	<b>\$ 28,000</b>	<b>\$ 28,000</b>	<b>\$ 28,000</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 771	\$ -	\$ 200	\$ -	\$ -	\$ -
52310 UTILITIES & COMMUNICATIONS	-	-	6,974	-	-	-
52410 PROFESSIONAL SERVICES	-	19,500	-	4,500	4,500	4,500
52510 OTHER SERVICES	9,246	4,500	21,856	15,500	15,500	15,500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 10,017</b>	<b>\$ 24,000</b>	<b>\$ 29,030</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,252	\$ 7,000	\$ 3,041	\$ 10,000	\$ 10,000	\$ 10,000
53310 GENERAL SUPPLIES	82,056	100,700	125,298	152,000	152,000	152,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 83,308</b>	<b>\$ 107,700</b>	<b>\$ 128,339</b>	<b>\$ 162,000</b>	<b>\$ 162,000</b>	<b>\$ 162,000</b>
<b>TOTAL BUDGET</b>	<b>\$ 123,541</b>	<b>\$ 158,700</b>	<b>\$ 185,369</b>	<b>\$ 210,000</b>	<b>\$ 210,000</b>	<b>\$ 210,000</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Special Library Fund – Library – Personnel and Capital Detail

FUND 208 SPECIAL LIBRARY  
DEPT 421 LIBRARY

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></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***  
 2021-22 Operating Budget  
 Special Museum Fund – Summary

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

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

2021 Accomplishments: 

- Secured the Martha Jane Starr Field of Interest Fund Grant to pay the salaries of two part-time staff

2022 Objectives: 

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

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

FUND 209 SPECIAL MUSEUM DEPT 425 MUSUEM				
2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED BUDGET
\$24,499	\$40,500	\$27,846	\$41,000	\$41,000

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Special Museum Fund – Expenditure and Revenue Summary

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Museum	\$ 24,499	\$ 40,500	\$ 27,846	\$ 41,000
<b>Total Expenditures</b>	<b>\$ 24,499</b>	<b>\$ 40,500</b>	<b>\$ 27,846</b>	<b>\$ 41,000</b>

*Revenues*

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Interest and Investment Income	\$ 3,879	\$ -	\$ 176	\$ -
Donations and Miscellaneous	37,163	-	25,182	-
Transfer In: History Musuem Trust	5,000	-	-	-
Fund Balance	101,462	116,410	123,005	120,517
<b>Total Available for Appropriation</b>	<b>\$ 147,504</b>	<b>\$ 116,410</b>	<b>\$ 148,363</b>	<b>\$ 120,517</b>

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
Special Museum Fund – Museum – Line Item Detail

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 21,244	\$ 32,000	\$ 22,000	\$ 33,000	\$ 33,000	\$ 33,000
51130 FICA	1,625	2,500	1,683	3,000	3,000	3,000
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 22,869</b>	<b>\$ 34,500</b>	<b>\$ 23,683</b>	<b>\$ 36,000</b>	<b>\$ 36,000</b>	<b>\$ 36,000</b>
<b>CONTRACTUAL SERVICES</b>						
52410 PROFESSIONAL SERVICES	\$ -	\$ 2,000	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
52510 OTHER SERVICES	-	-	1,663	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ -</b>	<b>\$ 2,000</b>	<b>\$ 1,663</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -
53310 GENERAL SUPPLIES	1,630	3,000	2,500	4,000	4,000	4,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,630</b>	<b>\$ 4,000</b>	<b>\$ 2,500</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>
<b>TOTAL BUDGET</b>	<b>\$ 24,499</b>	<b>\$ 40,500</b>	<b>\$ 27,846</b>	<b>\$ 41,000</b>	<b>\$ 41,000</b>	<b>\$ 41,000</b>



***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 Special Museum Fund – Museum – Personnel and Capital Detail

FUND 209 SPECIAL MUSEUM  
 DEPT 425 MUSUEM

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></b>
Library Assistant	1.23	1.23	1.23	1.23
<b>TOTAL</b>	<b>1.23</b>	<b>1.23</b>	<b>1.23</b>	<b>1.23</b>

***CITY OF BARTLESVILLE***  
 2021-22 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.

2021 Accomplishments: • No projects were planned for FY 20-21

2022 Objectives: • No projects are planned for FY 21-22 to allow FAA funds to build for the next capital project

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

**FUND 240 MUNICIPAL AIRPORT  
DEPT 147 AIRPORT**

2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED BUDGET
\$0	\$279,033	\$2,192	\$285,736	\$285,736

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Municipal Airport Fund – Expenditure and Revenue Summary

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Airport	\$ -	\$ 279,033	\$ 2,192	\$ 285,736
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 279,033</b>	<b>\$ 2,192</b>	<b>\$ 285,736</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Intergovernmental	\$ -	\$ -	\$ -	\$ -
Interest and Investment Income	8,895	-	-	-
Fund Balance	279,033	279,033	287,928	285,736
<b>Total Available for Appropriation</b>	<b>\$ 287,928</b>	<b>\$ 279,033</b>	<b>\$ 287,928</b>	<b>\$ 285,736</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Municipal Airport Fund – Airport – Line Item Detail

<b><i>CAPITAL OUTLAY</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 REQUEST</i></b>	<b><i>CITY MGR REC</i></b>	<b><i>2021-22 APPROVED</i></b>
55930 OTHER IMPROVEMENTS	\$ -	\$ 279,033	\$ 2,192	\$ 285,736	\$ 285,736	\$ 285,736
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ 279,033</b>	<b>\$ 2,192</b>	<b>\$ 285,736</b>	<b>\$ 285,736</b>	<b>\$ 285,736</b>
<b><i>TOTAL BUDGET</i></b>	<b>\$ -</b>	<b>\$ 279,033</b>	<b>\$ 2,192</b>	<b>\$ 285,736</b>	<b>\$ 285,736</b>	<b>\$ 285,736</b>

***CITY OF BARTLESVILLE***  
 2021-22 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

---

2021 Accomplishments:

- Completed renovations of the Children’s area
- Installed two self-checkout stations for patron use
- Purchased 10 flip-down tables for Meeting Room A

---

2022 Objectives:

- Complete construction and furnishing the new teen area, *The Fortress*
- Begin next renovation phase-Reference Area Upgrade
- Replace refrigerator in Meeting Room A

---

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**

2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED BUDGET
\$101,197	\$650,077	\$96,014	\$567,025	\$567,025

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Harshfield Library Donation Fund – Expenditure and Revenue Summary

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Museum	\$ 101,197	\$ 93,500	\$ 96,014	\$ 180,000
Unallocated	-	556,577	-	387,025
<b>Total Expenditures</b>	<b>\$ 101,197</b>	<b>\$ 650,077</b>	<b>\$ 96,014</b>	<b>\$ 567,025</b>
<b><i>Revenues</i></b>				
<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Donations and Miscellaneous	\$ 22,769	\$ -	\$ -	\$ -
Fund Balance	750,467	650,077	663,039	567,025
<b>Total Available for Appropriation</b>	<b>\$ 773,236</b>	<b>\$ 650,077</b>	<b>\$ 663,039</b>	<b>\$ 567,025</b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Harshfield Library Donation Fund – Library – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
52410 PROFESSIONAL SERVICES	\$ -	\$ 7,000	\$ 9,000	\$ 1,000	\$ 1,000	\$ 1,000
52510 OTHER SERVICES	3,205	3,000	6,514	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 3,205</b>	<b>\$ 10,000</b>	<b>\$ 15,514</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ 4,000	\$ -	\$ -	\$ -	\$ -
53310 GENERAL SUPPLIES	67,830	24,500	45,000	64,000	64,000	64,000
53610 MAINT. & REPAIR MATERIALS	30,162	55,000	35,500	115,000	115,000	115,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 97,992</b>	<b>\$ 83,500</b>	<b>\$ 80,500</b>	<b>\$ 179,000</b>	<b>\$ 179,000</b>	<b>\$ 179,000</b>
<b>TOTAL BUDGET</b>	<b>\$ 101,197</b>	<b>\$ 93,500</b>	<b>\$ 96,014</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Restricted Revenue Fund – Summary**

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

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

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

**2022 Objectives:** • Purchase additional equipment deemed necessary for Operations Division, Criminal Investigations Division, and Training Division & Administration at the Police Department

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

**FUND 243 RESTRICTED REVENUE  
ALL DEPARTMENTS**

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$538,507</b>	<b>\$723,701</b>	<b>\$593,644</b>	<b>\$367,659</b>	<b>\$367,659</b>



**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**Restricted Revenue Fund – Expenditure and Revenue Summary**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
General Services	\$ 53	\$ 563,136	\$ 506,601	\$ 56,534
Cemetery	-	24,117	-	24,317
Community Development	-	1,591	-	1,591
Fire	27,163	9,289	-	7,988
Police	63,399	39,384	8,990	27,319
Street	-	-	7,324	2,676
Park and Recreation	447,892	79,992	70,729	241,042
Swimming Pools	-	6,192	-	6,192
<b>Total Expenditures</b>	<b>\$ 538,507</b>	<b>\$ 723,701</b>	<b>\$ 593,644</b>	<b>\$ 367,659</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Donations and Miscellaneous	\$ 736,646	\$ 510,000	\$ 519,934	\$ -
Fund Balance	292,619	223,701	441,370	367,660
<b>Total Available for Appropriation</b>	<b>\$ 1,029,265</b>	<b>\$ 733,701</b>	<b>\$ 961,304</b>	<b>\$ 367,660</b>

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
Restricted Revenue Fund – Expense Outlay Detail

*Expense Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>19/20 ACTUAL</b>	<b>20/21 BUDGET</b>	<b>20/21 ESTIMATE</b>	<b>21/22 BUDGET</b>
170	04037	Homeland Security	-	109	-	109
170	13112	Freedom Flag	53	3,249	966	2,283
170	99055	Bike racks	-	300	-	300
170	15045	Copier Lease Buyout	-	25,532	5,635	19,896
170	16023	Sale of Parr Property	-	33,946	-	33,946
170	N/A	Hotel Phillips Grant	-	500,000	500,000	-
		<b>Total General Services</b>	<b>53</b>	<b>563,136</b>	<b>506,601</b>	<b>56,534</b>
174	04012	Luminary Beautification	-	22,817	-	23,017
174	99051	Bell Tower Maintenance	-	1,300	-	1,300
		<b>Total Cemetery</b>	<b>-</b>	<b>24,117</b>	<b>-</b>	<b>24,317</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	-	629	-	729
250	13064	Communication Equipment	27,163	8,583	-	7,182
		<b>Total Fire</b>	<b>27,163</b>	<b>9,289</b>	<b>-</b>	<b>7,988</b>
270	99006	General Police Donations	32,299	-	6,898	585
270	10046	SOT-Special Operations Team	3,309	1,555	-	700
270	99028	Federal Drug Task Force Reimbursements	2,291	101	-	142
270	99030	Police Reserve	365	9,437	-	1,646
270	99031	Police Explorer	-	235	-	-
270	99036	K9 police dog	11,301	4,809	1,971	3,323
270	14001	SWAT Training	104	225	121	-
270	16022	Safe Oklahoma Grant		19,797	-	19,797

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
Restricted Revenue Fund – Expense Outlay Detail  
(continued)

**Expense Schedule**  
(continued)

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>19/20 ACTUAL</b>	<b>20/21 BUDGET</b>	<b>20/21 ESTIMATE</b>	<b>21/22 BUDGET</b>
270	16028	Joe Glenn Memorial	224	31	-	31
270	17061	Police Training Donation	9,155	2,099	-	-
270	17062	PD Honor Guard	-	1,095	-	1,095
270	19031	Body Worn Cameras (OMAG)	4,351	-	-	-
		<b>Total Police</b>	<b>63,399</b>	<b>39,384</b>	<b>8,990</b>	<b>27,319</b>
328	21003	St. Johns School Zone	-	-	7,324	2,676
		<b>Total Street</b>	<b>-</b>	<b>-</b>	<b>7,324</b>	<b>2,676</b>
431	00016	Centennial Plaza	-	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	3,926	8,599
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	-	-	-
431	99040	Robinwood Soccer Fields	1,043	-	-	-
431	99047	Sooner Jr	-	2,492	-	2,492
431	99048	Price Fields NE Quad	800	-	-	-
431	99049	Price Fields Other	715	-	-	-
431	16024	Monarch Butterfly Garden	-	35	-	35
431	16025	Safe Routes To School Grant	-	60	-	60
431	16030	Freewheel	-	271	-	271
431	19022	Park Imp	435,091	-	66,803	164,976
	19033	Playground equipment	-	-	-	-
431	19032	Civitan Park Pavillion	9,198	802	-	802
		<b>Total Parks and Recreation</b>	<b>447,892</b>	<b>79,992</b>	<b>70,729</b>	<b>241,042</b>
432	08029	Frontier Park Project	-	6,192	-	6,192
<b>TOTAL</b>			<b>\$ 538,507</b>	<b>\$ 723,701</b>	<b>\$ 593,644</b>	<b>\$ 367,659</b>

***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 Golf Course Memorial Fund – Summary

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

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

**2021 Accomplishments:**

- Raised a small percentage of money without having the tournament

**2022 Objectives:**

- Reinstate tournament to raise funds for special projects

**Budget Highlights:** The major budgeted expenditures in this fund are for maintenance, 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**

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$23,330</b>	<b>\$10,130</b>	<b>\$2,908</b>	<b>\$12,917</b>	<b>\$12,917</b>

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
Golf Course Memorial Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Municipal Golf Course	\$ 23,330	\$ 10,130	\$ 2,908	\$ 12,917
<b>Total Expenditures</b>	<b>\$ 23,330</b>	<b>\$ 10,130</b>	<b>\$ 2,908</b>	<b>\$ 12,917</b>

***Revenues***

<b>REVENUE BY SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Interest and Investment Income	\$ 602	\$ -	\$ -	\$ -
Donations and Miscellaneous	10,600	-	9,086	-
Fund Balance	18,867	10,130	6,739	12,917
<b>Total Available for Appropriation</b>	<b>\$ 30,069</b>	<b>\$ 10,130</b>	<b>\$ 15,825</b>	<b>\$ 12,917</b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Golf Course Memorial Fund – Golf Course – Line Item Detail**

<b>MATERIALS &amp; SUPPLIES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ -	\$ 2,140	\$ -	\$ -	\$ -
53310 GENERAL SUPPLIES	7,172	10,130	-	-	-	-
53410 TOOLS & EQUIPMENT	6,312	-	717	12,917	12,917	12,917
53610 MAINT. & REPAIR MATERIALS	3,227	-	51	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 16,711</b>	<b>\$ 10,130</b>	<b>\$ 2,908</b>	<b>\$ 12,917</b>	<b>\$ 12,917</b>	<b>\$ 12,917</b>
<b>CAPITAL OUTLAY</b>						
55960 VEHICLES & EQUIPMENT	\$ 6,619	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 6,619</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 23,330</b>	<b>\$ 10,130</b>	<b>\$ 2,908</b>	<b>\$ 12,917</b>	<b>\$ 12,917</b>	<b>\$ 12,917</b>

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget**

### **JAG Fund – Summary**

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

---

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

---

**2021 Accomplishments:** • N/A

---

**2022 Objectives:** • N/A

---

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

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

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$0</b>	<b>\$2,778</b>	<b>\$2,760</b>	<b>\$3,134</b>	<b>\$3,134</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
JAG Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Police	\$ -	\$ 2,778	\$ 2,760	\$ 3,134
Transfer to:            General Fund	-	-	-	-
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 2,778</b>	<b>\$ 2,760</b>	<b>\$ 3,134</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Intergovernmental	\$ 5,886	\$ -	\$ -	\$ -
Interest and Investment Income	-	-	-	-
Fund Balance	11	2,778	5,894	3,134
<b>Total Available for Appropriation</b>	<b>\$ 5,897</b>	<b>\$ 2,778</b>	<b>\$ 5,894</b>	<b>\$ 3,134</b>



***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 JAG Fund – Police – Line Item Detail

<b>MATERIALS &amp; SUPPLIES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
53310 GENERAL SUPPLIES	\$ -	\$ 2,778	\$ 2,760	\$ 3,134	\$ 3,134	\$ 3,134
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ -</b>	<b>\$ 2,778</b>	<b>\$ 2,760</b>	<b>\$ 3,134</b>	<b>\$ 3,134</b>	<b>\$ 3,134</b>
<b>TOTAL BUDGET</b>	<b>\$ -</b>	<b>\$ 2,778</b>	<b>\$ 2,760</b>	<b>\$ 3,134</b>	<b>\$ 3,134</b>	<b>\$ 3,134</b>

***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 Neighborhood Park Fund – Summary

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

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

2021 Accomplishments: • N/A

2022 Objectives: • N/A

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

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

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$0</b>	<b>\$14,659</b>	<b>\$0</b>	<b>\$15,346</b>	<b>\$15,346</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Neighborhood Park Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Park and Recreation	\$ -	\$ 14,659	\$ -	\$ 15,346
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 14,659</b>	<b>\$ -</b>	<b>\$ 15,346</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Interest and Investment Income	\$ 414	\$ -	\$ -	\$ -
Donations and Miscellaneous	6,170	-	272	-
Fund Balance	8,489	14,659	15,074	15,346
<b>Total Available for Appropriation</b>	<b>\$ 15,073</b>	<b>\$ 14,659</b>	<b>\$ 15,346</b>	<b>\$ 15,346</b>

***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 Neighborhood Park Fund – Park & Recreation – Line Item Detail

<b><i>CAPITAL OUTLAY</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 REQUEST</i></b>	<b><i>CITY MGR REC</i></b>	<b><i>2021-22 APPROVED</i></b>
55930 OTHER IMPROVEMENTS	\$ -	\$ 14,659	\$ -	\$ 15,346	\$ 15,346	\$ 15,346
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ 14,659</b>	<b>\$ -</b>	<b>\$ 15,346</b>	<b>\$ 15,346</b>	<b>\$ 15,346</b>
<b><i>TOTAL BUDGET</i></b>	<b>\$ -</b>	<b>\$ 14,659</b>	<b>\$ -</b>	<b>\$ 15,346</b>	<b>\$ 15,346</b>	<b>\$ 15,346</b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Cemetery Perpetual Care Fund – Summary**

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

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

**2021 Accomplishments:** • No projects were scheduled for this budget year

**2022 Objectives:** • No projects are scheduled for this budget year

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

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

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$0</b>	<b>\$8,538</b>	<b>\$400</b>	<b>\$13,781</b>	<b>\$13,781</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Cemetery Perpetual Care Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Cemetery	\$ -	\$ 8,538	\$ 400	\$ 13,781
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 8,538</b>	<b>\$ 400</b>	<b>\$ 13,781</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Charges for Services	\$ 1,691	\$ 1,200	\$ 3,197	\$ 3,100
Interest and Investment Income	208	-	-	-
Fund Balance	5,986	7,338	7,884	10,681
<b>Total Available for Appropriation</b>	<b>\$ 7,885</b>	<b>\$ 8,538</b>	<b>\$ 11,081</b>	<b>\$ 13,781</b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Cemetery Perpetual Care Fund – Cemetery – Line Item Detail**

<b>MATERIALS &amp; SUPPLIES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
53310 GENERAL SUPPLIES	\$ -	\$ 8,538	\$ 400	\$ 13,781	\$ 13,781	\$ 13,781
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ -</b>	<b>\$ 8,538</b>	<b>\$ 400</b>	<b>\$ 13,781</b>	<b>\$ 13,781</b>	<b>\$ 13,781</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>\$ 8,538</b>	<b>\$ 400</b>	<b>\$ 13,781</b>	<b>\$ 13,781</b>	<b>\$ 13,781</b>

*PAGE LEFT BLANK INTENTIONALLY*



# DEBT SERVICE FUND

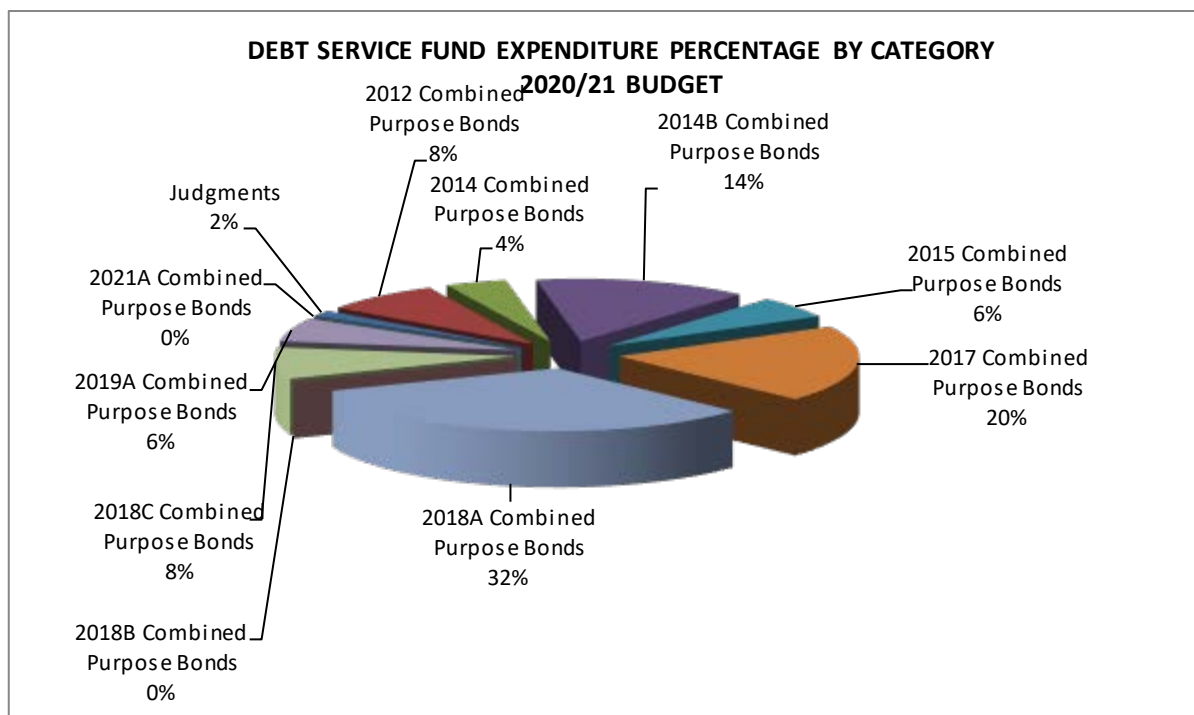
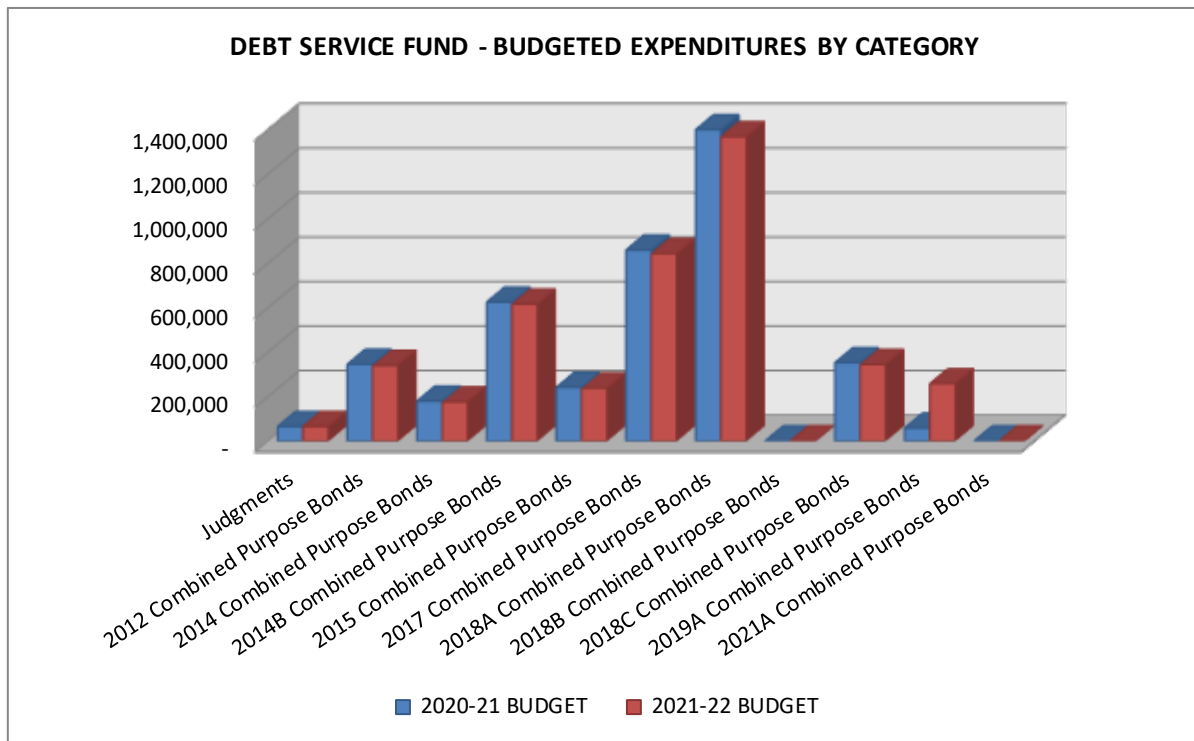


*PAGE LEFT BLANK INTENTIONALLY*

# **CITY OF BARTLESVILLE**

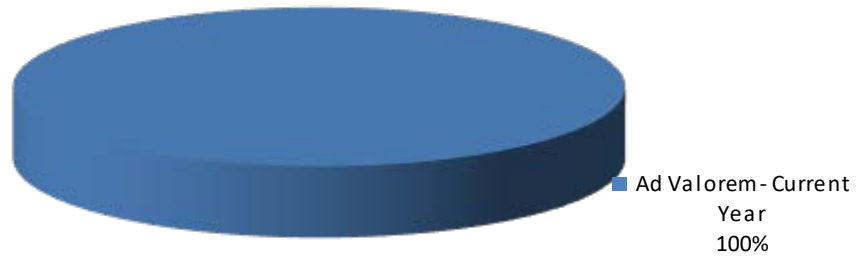
## 2021-22 Operating Budget

### Debt Service Fund – Expenditure Graphs

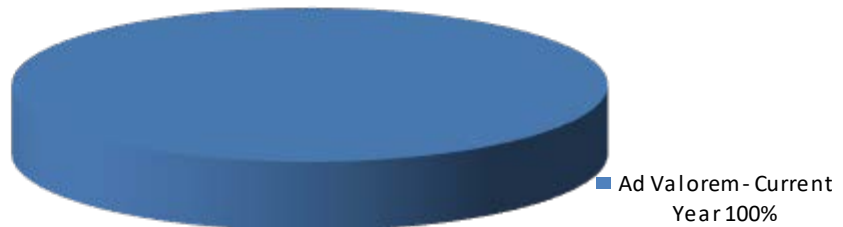


***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Debt Service Fund – Revenue Graphs

**DEBT SERVICE FUND BUDGETED REVENUES  
2020/21 BUDGET**



**DEBT SERVICE FUND BUDGETED REVENUES  
2021/22 BUDGET**



# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget Debt Service Fund – Summary**

Fund Mission: N/A

---

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

---

2021 Accomplishments: N/A

---

2022 Objectives: N/A

---

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

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
Debt Service Fund – Summary by Function or Source

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Judgments	\$ 70,000	\$ 65,000	\$ 65,000	\$ 65,000
2009 Combined Purpose Bonds	366,100	-	-	-
2012 Combined Purpose Bonds	349,435	344,865	344,865	339,585
2014 Combined Purpose Bonds	181,545	179,070	179,070	175,770
2014B Combined Purpose Bonds	631,312	624,125	624,125	615,356
2015 Combined Purpose Bonds	243,265	240,515	240,515	237,490
2017 Combined Purpose Bonds	874,800	858,300	858,300	841,800
2018A Combined Purpose Bonds	276,138	1,399,650	1,399,650	1,368,300
2018B Combined Purpose Bonds	15,900	-	-	-
2018C Combined Purpose Bonds	-	351,925	351,925	343,675
2019A Combined Purpose Bonds	-	57,525	57,525	257,275
2019B Combined Purpose Bonds	-	15,750	15,750	110,175
<b>Total Expenditures</b>	<b>\$ 3,008,495</b>	<b>\$ 4,136,725</b>	<b>\$ 4,136,725</b>	<b>\$ 4,354,426</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Ad Valorem - Current Year	\$ 4,071,163	\$ 4,137,025	\$ 4,144,217	\$ 4,353,826
Proceeds from Issuance of Debt	43,315	-	-	-
Fund Balance	3,574,651	3,468,895	2,509,934	2,517,426
<b>Total Available for Appropriation</b>	<b>\$ 7,689,129</b>	<b>\$ 7,605,920</b>	<b>\$ 6,654,151</b>	<b>\$ 6,871,252</b>

# CAPITAL PROJECTS FUNDS



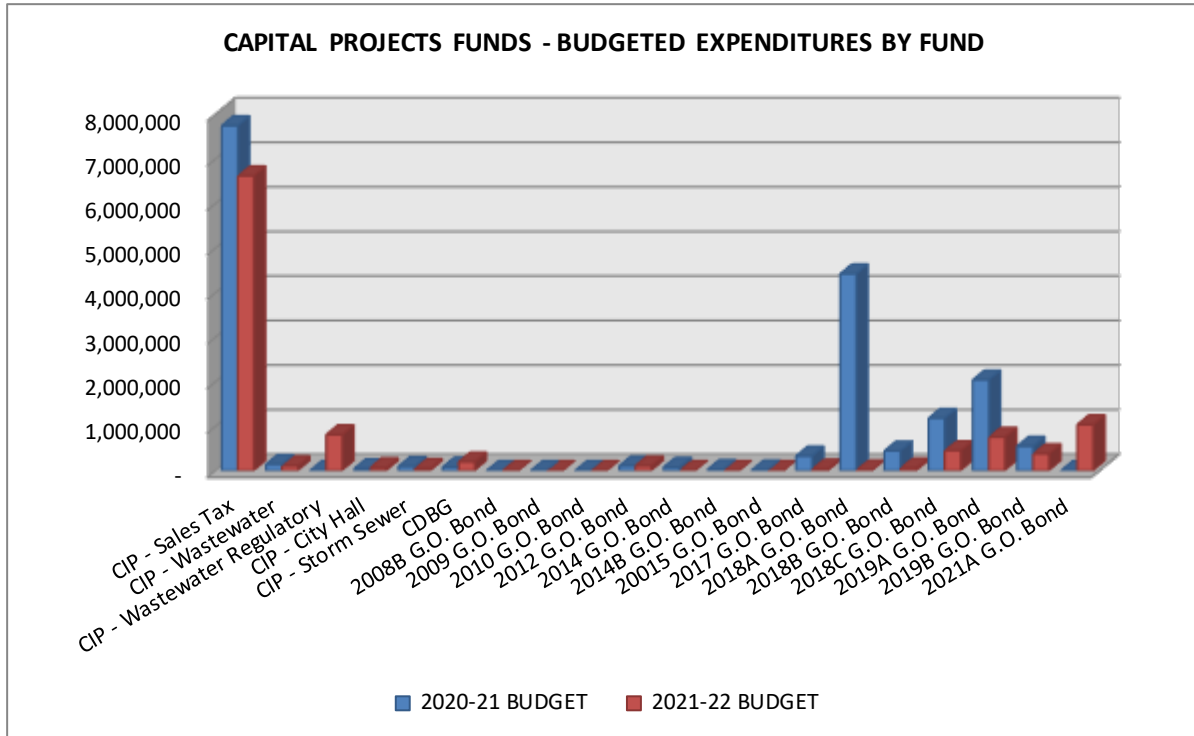
*PAGE LEFT BLANK INTENTIONALLY*



# ***CITY OF BARTLESVILLE***

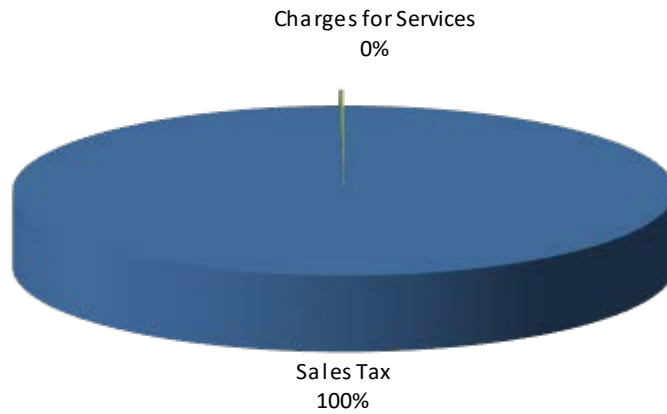
## 2021-22 Operating Budget

### Capital Projects Funds – Expenditure Graph

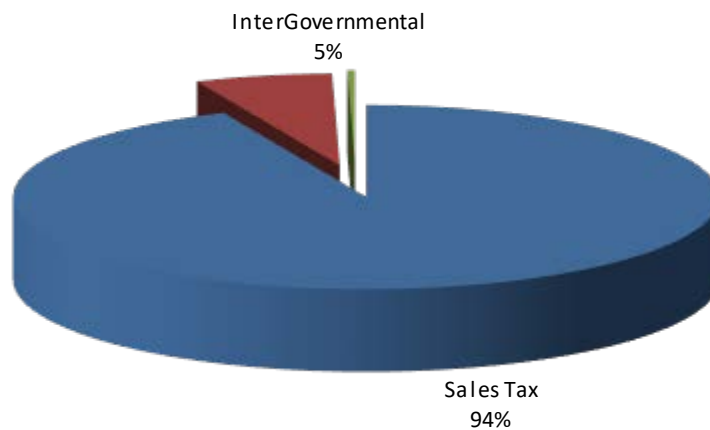


***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Capital Projects Funds – Revenue Graphs

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



**CAPITAL PROJECTS FUNDS BUDGETED REVENUES  
2021/22 BUDGET**



**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**Capital Projects Funds – Summary by Fund or Source**

**Expenditures and Reserves**

<b>EXPENDITURES BY FUND</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
CIP - Sales Tax	\$ 2,534,353	\$ 7,742,981	\$ 4,026,570	\$ 6,617,265
CIP - Wastewater	-	140,110	38,462	107,288
CIP - Wastewater Regulatory	255,742	-	-	805,434
CIP - City Hall	-	44,850	792	63,758
CIP - Storm Sewer	68,849	93,012	8,232	45,848
CDBG	68,103	78,822	78,822	196,000
2008B G.O. Bond	-	88	88	-
2009 G.O. Bond	-	2,636	2,636	-
2010 G.O. Bond	-	410	410	-
2012 G.O. Bond	-	106,472	-	106,472
2014 G.O. Bond	389,941	73,351	-	-
2014B G.O. Bond	-	26,634	24,239	3,885
20015 G.O. Bond	69,929	13,011	-	-
2017 G.O. Bond	708,466	328,555	187,834	36,704
2018A G.O. Bond	3,293,544	4,416,393	4,494,737	13,015
2018B G.O. Bond	22,821	442,439	390,627	57,992
2018C G.O. Bond	883,030	1,175,500	1,024,585	447,791
2019A G.O. Bond	-	2,036,395	1,095,682	752,367
2019B G.O. Bond	4,000	546,570	168,380	378,190
2021A G.O. Bond	-	-	120,000	1,030,000
<b>Total Expenditures and Reserves</b>	<b>\$ 8,298,778</b>	<b>\$ 17,268,229</b>	<b>\$ 11,662,096</b>	<b>\$ 10,662,009</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Sales Tax	\$ 2,817,745	\$ 2,688,581	\$ 2,881,410	\$ 2,910,224
Intergovernmental	258,182	-	154,530	196,000
Charges for Services	40,617	5,000	21,081	11,000
Interest and Investment Income	189,303	-	-	-
Donations and Miscellaneous	16,954	-	-	-
Fund Balance	18,175,930	9,774,690	15,012,748	7,544,785
<b>Total Available for Appropriation</b>	<b>\$ 21,498,731</b>	<b>\$ 12,468,271</b>	<b>\$ 19,219,769</b>	<b>\$ 10,662,009</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Capital Projects Funds – Capital Outlay Summary

***Capital***

<b><i>EXPENDITURES BY FUND &amp; DEPARTMENT</i></b>	<b><i>2021-22 BUDGETED CAPITAL EXPENDITURES</i></b>
CIP - Sales Tax Fund:	
General Services	\$ 1,252,000
Tech Services	305,000
Engineering	57,378
Police	447,860
Street	965,000
Park and Recreation	3,197,000
Municipal Golf Course	21,000
<i>Total CIP - Sales Tax</i>	<b>6,245,238</b>
CIP - Wastewater Fund:	
Wastewater Maintenance	<b>60,000</b>
CIP - City Hall:	
General Services	<b>20,000</b>
CIP - Storm Sewer Fund:	
Storm Sewer	<b>45,848</b>
CDBG Fund:	
Street	<b>196,000</b>
2012 GO Bond Fund:	
Sooner Pool	<b>106,472</b>
2017 GO Bond Fund:	
Park and Recreation	<b>36,704</b>
2018B GO Bond Fund:	
Storm Sewer	<b>10,000</b>
2018C GO Bond Fund:	
Street	290,000
Park and Recreation	100,000
<i>Total 2018C GO Bond</i>	<b>390,000</b>
2019A GO Bond Fund:	
Park and Recreation	<b>725,000</b>
2019B GO Bond Fund:	
Storm Sewer	<b>300,000</b>
2021A GO Bond Fund:	
Street	581,600
Park	434,600
<i>Total 2021A GO Bond</i>	<b>1,016,200</b>
<b>Total Expenditures</b>	<b>\$ 10,167,662</b>

# ***CITY OF BARTLESVILLE***

## **2021-22 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.

---

2021 Accomplishments:

- Completed design and started construction on the Hillcrest Drive Reconstruction Project
- Completed the Nova, Jennings, and Williamsburg Asphalt Rehabilitation project
- Completed the Eastland Pathfinder Extension project
- Completed the Silver Lake Road and Frank Phillips Boulevard Pathfinder Rehabilitation project
- Completed the Community Center Carpet and Stair Nosing project

---

2022 Objectives:

- Complete construction of the Hillcrest Drive Reconstruction project
- Complete the Kristen, Guinn, and Huntington Rehabilitation project
- Complete the Community Center Concrete Drive Repair project
- Complete the Community Center Auditorium Renovation project

---

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

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

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$2,534,353</b>	<b>\$7,742,981</b>	<b>\$4,026,570</b>	<b>\$6,617,265</b>	<b>\$6,617,265</b>

---

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
CIP Sales Tax Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
General Services	\$ -	\$ 945,000	\$ 258,022	\$ 1,252,000
Tech Services	-	-	-	305,000
Engineering	-	57,378	-	57,378
Fire	-	115,000	90,152	-
Police	-	285,000	281,948	447,860
Storm Sewer	1,510,395	-	-	-
Street	901,584	2,862,000	2,454,452	965,000
Park and Recreation	122,374	3,127,710	941,996	3,197,000
Municipal Golf Course	-	-	-	21,000
Unallocated	-	350,893	-	372,027
Total Expenditures	<u><b>\$ 2,534,353</b></u>	<u><b>\$ 7,742,981</b></u>	<u><b>\$ 4,026,570</b></u>	<u><b>\$ 6,617,265</b></u>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Sales Tax	\$ 2,817,745	\$ 2,688,581	\$ 2,881,410	\$ 2,910,224
Intergovernmental	190,220	-	72,020	-
Interest and Investment Income	155,020	-	-	-
Donations and Miscellaneous	16,954	-	-	-
Fund Balance	<u>4,333,879</u>	<u>4,464,020</u>	<u>4,780,181</u>	<u>3,707,041</u>
Total Available for Appropriation	<u><b>\$ 7,513,818</b></u>	<u><b>\$ 7,152,601</b></u>	<u><b>\$ 7,733,611</b></u>	<u><b>\$ 6,617,265</b></u>

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
CIP Sales Tax Fund Capital Outlay Detail

**Capital Outlay Schedule**

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
170	17002	Misc. Facility & Building Upgrades	\$ -	\$ 25,000	\$ 2,500	\$ 25,000
170	21010	Community Center Concrete Drive Repair	-	150,000	-	150,000
170	21009	Community Center Carpet & Stair Nosing	-	220,000	255,522	-
170	New	Community Center Auditorium Renov.	-	550,000	-	520,000
170	New	Community Center Speaker Replacement	-	-	-	75,000
170	New	General Fund Vehicle Replacement	-	-	-	285,000
170	New	City Hall Cooling Tower Replacement	-	-	-	126,500
170	New	City Hall Roof Repair	-	-	-	70,500
		<b>Total General Services</b>	-	<b>945,000</b>	<b>258,022</b>	<b>1,252,000</b>
185	New	Annual IT Equipment Replacement	-	-	-	58,000
185	New	Virtual Desktop Server Refresh (7)	-	-	-	160,000
185	New	Secondary Site Server Relocate/Refresh	-	-	-	57,000
185	New	Operations Server Room Upgrade	-	-	-	30,000
		<b>Total Information Technology</b>	-	-	-	<b>305,000</b>
190	17005	Update City Wide Aerials	-	57,378	-	57,378
		<b>Total Engineering</b>	-	<b>57,378</b>	-	<b>57,378</b>
250	N/A	Thermal Imaging Camera	-	10,000	8,388	-
250	N/A	Genesis Rescue Tool	-	30,000	-	-
250	N/A	Fire Chief Vehicle	-	-	36,764	-
250	N/A	Brush Truck Station 1	-	75,000	45,000	-
		<b>Total Fire</b>	-	<b>115,000</b>	<b>90,152</b>	-

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
CIP Sales Tax Fund Capital Outlay Detail

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

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
270	18002	Police Department Vehicles	-	210,000	210,728	-
270	17012	Demolition old Police Station and construct i	-	75,000	71,220	-
270	19031	Body Worn Cameras	-	-	-	20,000
270	New	Police Department Vehicles	-	-	-	290,000
270	New	Police Vehicle Equip/Labor	-	-	-	116,000
270	New	Taser Lease Purchase	-	-	-	17,060
270	New	24 Hour Dispatch Chairs	-	-	-	4,800
		<b>Total Police</b>	-	<b>285,000</b>	<b>281,948</b>	<b>447,860</b>
327	18003	East Downtown Storm Drain Impv	1,510,395	-	-	-
		<b>Total Storm Sewer</b>	<b>1,510,395</b>	-	-	-
328	17016	Bridge Repairs	-	12,000	-	-
328	16025	Safe Routes to School	31,274	-	-	-
328	19001	Barlow Concrete Rehab (FY 18-19 PM)	429,424	-	-	-
328	19002	Shawnee/16th Rehab	306,960	-	-	-
328	19003	Ohio/Harvard/Hazel Rehab	176	-	-	-
328	20005	Hillcrest Drive (Testing)	-	-	17,200	-
328	20005	Hillcrest Drive Const	133,750	2,200,000	2,222,637	75,000
328	21002	Jennings Asphalt Rehab (FY 19-20 PM)	-	250,000	187,415	-
328	21002	Williamsburg Rehab (FY 19-20 PM)	-	100,000	4,700	-
328	21005	Sunset Bridge	-	-	22,500	-
328	N/A	Eastland Turn Lane	-	-	-	75,000
328	N/A	Preventative Maintenance Street Projects	-	-	-	515,000
328	New	Hydraulic Hammer	-	30,000	-	30,000
328	New	Dump Trucks w/ Snow Equipment (2)	-	270,000	-	270,000
		<b>Total Street</b>	<b>901,584</b>	<b>2,862,000</b>	<b>2,454,452</b>	<b>965,000</b>



**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
CIP Sales Tax Fund Capital Outlay Detail

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

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
431	13011	Pathfinder Parkway Trail Connection	1,436	355,455	363,318	-
431	19025	Johnstone Park Skate Park Expansion	141	25,000	25,000	-
431	17018	Pathfinder Improvements	-	197,255	-	150,000
431	19018	CDBG project 2018	76,786	-	-	-
431	20009	CDBG project 2019	192	-	-	-
431	19022	Tower Green	43,819	-	143,715	-
431	19027	City Gateway & Park Signage	-	-	126,263	-
431	21008	Sooner Pool Recreational Expansion	-	2,550,000	267,500	2,450,000
431	New	TCUS- First Christian Church Sewer	-	-	16,200	-
431	New	Brush Hog	-	-	-	22,000
431	New	Playground Mulch Replacement	-	-	-	50,000
431	New	Sooner Pool Liner Epoxy Repair	-	-	-	200,000
431	New	Artunoff Softball/Lee Lake Parking Lot	-	-	-	160,000
431	New	Frontier Pool Liner Epoxy Repair	-	-	-	100,000
431	New	Park Amenity Replacement	-	-	-	15,000
431	New	Douglas Park Parking Lot Rehab	-	-	-	50,000
		<b>Total Park and Rec</b>	<b>122,374</b>	<b>3,127,710</b>	<b>941,996</b>	<b>3,197,000</b>
445		Golf Course Irrigation Control System	-	-	-	21,000
		<b>Total Adams Golf Course</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>21,000</b>
<b>TOTAL</b>			<b>\$ 2,534,353</b>	<b>\$ 7,392,088</b>	<b>\$ 4,026,570</b>	<b>\$ 6,245,238</b>

# ***CITY OF BARTLESVILLE***

## **2021-22 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.

---

2021 Accomplishments:

- Completed repairs to the WWTP Channel Monster
- Replaced the Tuxedo LS pump impeller, the pump for the DAF unit at the WWTP, sludge transfer pump and the grit collector chain and buckets at the WWTP headworks

---

2022 Objectives:

- No projects are proposed from this fund next FY

---

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**

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$0</b>	<b>\$140,110</b>	<b>\$38,462</b>	<b>\$107,288</b>	<b>\$107,288</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
CIP Wastewater Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Wastewater Maintenance	\$ -	\$ 83,800	\$ 38,462	\$ 60,000
Unallocated	-	56,310	-	47,288
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 140,110</b>	<b>\$ 38,462</b>	<b>\$ 107,288</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Charges for Services	\$ 16,400	\$ -	\$ 9,200	\$ -
Interest and Investment Income	4,342	-	-	-
Fund Balance	125,008	125,008	145,750	107,288
<b>Total Available for Appropriation</b>	<b>\$ 145,750</b>	<b>\$ 125,008</b>	<b>\$ 154,950</b>	<b>\$ 107,288</b>

***CITY OF BARTLESVILLE***  
2021-22 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>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
710	N/A	Replace Channel Monster at WWTP	\$ -	\$ 40,000	\$ 38,462	\$ -
710	N/A	Replace Tuxedo Pump Impeller	-	17,000	-	-
710	N/A	Replace Pump for DAF at WWTP	-	8,800	-	-
710	N/A	Replace Sludge Transfer pump at WWTP	-	9,500	-	15,000
710	N/A	Replace Grit Collector Chain and Buckets	-	8,500	-	-
710	New	Replace Telemetry (SCADA)	-	-	-	15,000
710	New	Spare Pumps- Hillcrest, Golf Course, Virginia	-	-	-	30,000
<b>TOTAL</b>			<b>\$ -</b>	<b>\$ 83,800</b>	<b>\$ 38,462</b>	<b>\$ 60,000</b>

***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 CIP Wastewater Regulatory Fund – Summary

Fund Mission: N/A

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

2021 Accomplishments: • No projects were budgeted from this fund last FY

2022 Objectives: • No projects are proposed from this fund next FY

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**

2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED BUDGET
\$255,742	\$0	\$0	\$805,434	\$805,434

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
CIP Wastewater Regulatory Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Wastewater Maintenance	\$ 500	\$ -	\$ -	\$ -
Transfer out to BMA - Water	255,242	-	-	-
Unallocated	-	-	-	805,434
<b>Total Expenditures</b>	<b><u>\$ 255,742</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 805,434</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Interest and Investment Income	\$ 25,106	\$ -	\$ -	\$ -
Fund Balance	584,031	583,531	805,434	805,434
<b>Total Available for Appropriation</b>	<b><u>\$ 609,137</u></b>	<b><u>\$ 583,531</u></b>	<b><u>\$ 805,434</u></b>	<b><u>\$ 805,434</u></b>

***CITY OF BARTLESVILLE***  
2021-22 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>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
715	18008	Brookline/Harvard Sewer Line replacement	\$ 500	\$ -	\$ -	\$ -
		<b><i>Total Wastewater Maintenance</i></b>	<u>500</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL</b>			<u><b>\$ 500</b></u>	<u><b>\$ -</b></u>	<u><b>\$ -</b></u>	<u><b>\$ -</b></u>

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget CIP City Hall Fund– Summary**

Fund Mission: N/A

---

Fund Description: The CIP City Hall Fund was established for purpose of capturing the fourth floor rental revenue. These funds are restricted for building improvements at City Hall.

---

2021 Accomplishments: 

- Completed renovations to the 4<sup>th</sup> Floor to facilitate leasing space to Washington County

---

2022 Objectives: 

- Continue to identify and complete projects to improve City Hall

---

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

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

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$0</b>	<b>\$44,850</b>	<b>\$792</b>	<b>\$63,758</b>	<b>\$63,758</b>



***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
CIP City Hall Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
General Services	\$ -	\$ 18,898	\$ 792	\$ 20,000
Unallocated	-	25,952	-	43,758
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 44,850</b>	<b>\$ 792</b>	<b>\$ 63,758</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Interest and Investment Income	\$ 1,549	\$ -	\$ -	\$ -
Charges for Service	22,585	5,000	11,301	11,000
Fund Balance	6,223	13,898	42,249	52,758
<b>Total Available for Appropriation</b>	<b>\$ 30,357</b>	<b>\$ 18,898</b>	<b>\$ 53,550</b>	<b>\$ 63,758</b>

***CITY OF BARTLESVILLE***  
2021-22 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>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
170	18010	Misc City Hall Improvements and Repairs	\$ -	\$ 18,898	\$ 792	\$ 20,000
<b>TOTAL</b>			<u>\$ -</u>	<u>\$ 18,898</u>	<u>\$ 792</u>	<u>\$ 20,000</u>

***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 CIP Storm Sewer Fund– Summary

Fund Mission: N/A

---

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

---

2021 Accomplishments: • Purchased new storm sewer manhole lids

---

2022 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**

2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED BUDGET
\$68,849	\$93,012	\$8,232	\$45,848	\$45,848

---

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
CIP Storm Sewer Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Storm Sewer	\$ 68,849	\$ 93,012	\$ 8,232	\$ 45,848
Unallocated	-	-	-	-
<b>Total Expenditures</b>	<b><u>\$ 68,849</u></b>	<b><u>\$ 93,012</u></b>	<b><u>\$ 8,232</u></b>	<b><u>\$ 45,848</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Charges for Services	\$ 1,632	\$ -	\$ 580	\$ -
Interest and Investment Income	3,286	-	-	-
Fund Balance	117,430	93,012	53,500	45,848
<b>Total Available for Appropriation</b>	<b><u>\$ 122,348</u></b>	<b><u>\$ 93,012</u></b>	<b><u>\$ 54,080</u></b>	<b><u>\$ 45,848</u></b>

***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 CIP Storm Sewer Fund Capital Outlay Detail

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

***Capital Outlay Schedule***

<b><i>DEPARTMENT</i></b>	<b><i>PROJECT NUMBER</i></b>	<b><i>DESCRIPTION</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
327	N/A	Misc Storm Sewer Improvements	<u>\$ 68,849</u>	<u>\$ 93,012</u>	<u>\$ 8,232</u>	<u>\$ 45,848</u>
<b>TOTAL</b>			<u><b>\$ 68,849</b></u>	<u><b>\$ 93,012</b></u>	<u><b>\$ 8,232</b></u>	<u><b>\$ 45,848</b></u>

***CITY OF BARTLESVILLE***  
**2021-22 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.

2021 Accomplishments: 

- Closed out FY 18 CDBG
- Closed out FY 19 CDBG

2022 Objectives: 

- Apply for and receive a grant award of the FY 2022 CDBG Program

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

**FUND 467 CDBG**

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$68,103</b>	<b>\$78,822</b>	<b>\$78,822</b>	<b>\$196,000</b>	<b>\$196,000</b>

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget**

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

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

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Street	<u>\$ 68,103</u>	<u>\$ 78,822</u>	<u>\$ 78,822</u>	<u>\$ 196,000</u>
<b>Total Expenditures</b>	<b><u>\$ 68,103</u></b>	<b><u>\$ 78,822</u></b>	<b><u>\$ 78,822</u></b>	<b><u>\$ 196,000</u></b>

#### ***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Intergovernmental	<u>\$ 67,962</u>	<u>\$ -</u>	<u>\$ 82,510</u>	<u>\$ 196,000</u>
Fund Balance	<u>(3,547)</u>	<u>-</u>	<u>(3,688)</u>	<u>-</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 64,415</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 78,822</u></b>	<b><u>\$ 196,000</u></b>

***CITY OF BARTLESVILLE***  
 2021-22 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>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
328	13016	CDBG 2018	\$ 68,103	\$ -	\$ -	\$ -
328	20009	CDBG 2019	-	78,822	78,822	-
328	New	CDBG 2020	-	-	-	196,000
<b>TOTAL</b>			<b>\$ 68,103</b>	<b>\$ 78,822</b>	<b>\$ 78,822</b>	<b>\$ 196,000</b>



***CITY OF BARTLESVILLE***  
 2021-22 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.

2021 Accomplishments: • All monies have been expended from this fund

2022 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**

2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED BUDGET
\$0	\$88	\$88	\$0	\$0

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
2008B G.O. Bond Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Parks & Recreation	\$ -	\$ 88	\$ 88	\$ -
Unallocated	-	-	-	-
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 88</b>	<b>\$ 88</b>	<b>\$ -</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Fund Balance	88	88	88	-
<b>Total Available for Appropriation</b>	<b>\$ 88</b>	<b>\$ 88</b>	<b>\$ 88</b>	<b>\$ -</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
2008B G.O. Bond Fund Capital Outlay Detail

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

***Capital Outlay Schedule***

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
431	N/A	Misc Park Improvements	\$ -	\$ 88	\$ -	\$ -
431	19027	City Gateway & Parks Signage	-	-	88	-
<b>TOTAL</b>			<u><u>\$ -</u></u>	<u><u>\$ 88</u></u>	<u><u>\$ 88</u></u>	<u><u>\$ -</u></u>

# ***CITY OF BARTLESVILLE***

## **2021-22 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.

---

2021 Accomplishments: • All monies have been expended from this fund

---

2022 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**

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$0</b>	<b>\$2,636</b>	<b>\$2,636</b>	<b>\$0</b>	<b>\$0</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
2009 G.O. Bond Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Street	\$ -	\$ 2,636	\$ 2,636	\$ -
Unallocated	-	-	-	-
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 2,636</b>	<b>\$ 2,636</b>	<b>\$ -</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Fund Balance	6,808	2,636	2,636	-
<b>Total Available for Appropriation</b>	<b>\$ 6,808</b>	<b>\$ 2,636</b>	<b>\$ 2,636</b>	<b>\$ -</b>

# ***CITY OF BARTLESVILLE***

## **2021-22 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.

---

2021 Accomplishments: 

- All monies have been expended from this fund

---

2022 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**

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$0</b>	<b>\$410</b>	<b>\$410</b>	<b>\$0</b>	<b>\$0</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
2010 G.O. Bond Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Street	\$ -	\$ 410	\$ 410	\$ -
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 410</b>	<b>\$ 410</b>	<b>\$ -</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Fund Balance	410	410	410	-
<b>Total Available for Appropriation</b>	<b>\$ 410</b>	<b>\$ 410</b>	<b>\$ 410</b>	<b>\$ -</b>

# ***CITY OF BARTLESVILLE***

## **2021-22 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.

---

2021 Accomplishments: 

- No projects were completed in FY 20-21

---

2022 Objectives: 

- Remaining funds are for resurfacing Sooner Pool.

---

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**

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$0</b>	<b>\$106,472</b>	<b>\$0</b>	<b>\$106,472</b>	<b>\$106,472</b>



***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
2012 G.O. Bond Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Sooner Pool	\$ -	\$ 106,472	\$ -	\$ 106,472
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 106,472</b>	<b>\$ -</b>	<b>\$ 106,472</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Fund Balance	125,537	106,472	106,472	106,472
<b>Total Available for Appropriation</b>	<b>\$ 125,537</b>	<b>\$ 106,472</b>	<b>\$ 106,472</b>	<b>\$ 106,472</b>

***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 2012 G.O. Bond Fund Capital Outlay Detail

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

***Capital Outlay Schedule***

<b><i>DEPARTMENT</i></b>	<b><i>PROJECT NUMBER</i></b>	<b><i>DESCRIPTION</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
433	13055	Sooner Pool Maint & Repairs	\$ -	\$ 106,472	\$ -	\$ 106,472
<b>TOTAL</b>			<u><u>\$ -</u></u>	<u><u>\$ 106,472</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 106,472</u></u>

# ***CITY OF BARTLESVILLE***

## **2021-22 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.

---

2021 Accomplishments: 

- Funds were allocated to supplement Reclamite Asphalt Preventative maintenance project on Tuxedo Blvd

---

2022 Objectives: 

- Complete construction of the Reclamite Asphalt Preventative Maintenance project for Tuxedo Blvd

---

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**

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$389,941</b>	<b>\$73,351</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
2014 G.O. Bond Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Street	\$ 389,941	\$ 73,351	\$ -	\$ -
Park and Rec	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 389,941</b>	<b>\$ 73,351</b>	<b>\$ -</b>	<b>\$ -</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Fund Balance	398,351	73,351	-	-
<b>Total Available for Appropriation</b>	<b>\$ 398,351</b>	<b>\$ 73,351</b>	<b>\$ -</b>	<b>\$ -</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
2014 G.O. Bond Fund Capital Outlay Detail

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

***Capital Outlay Schedule***

<b><i>DEPARTMENT</i></b>	<b><i>PROJECT NUMBER</i></b>	<b><i>DESCRIPTION</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
328	19006	Preventative Maint. Street Projects	\$ 389,941	\$ 73,351	\$ -	\$ -
<b>TOTAL</b>			<b><u>\$ 389,941</u></b>	<b><u>\$ 73,351</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

***CITY OF BARTLESVILLE***  
 2021-22 Operating Budget  
 2014B G.O. Bond Fund– Summary

Fund Mission: N/A

---

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

---

2021 Accomplishments: 

- Purchased materials for the Old Police Station parking lot project completed by City staff

---

2022 Objectives: 

- All monies have been expended from this fund

---

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**

2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED BUDGET
\$0	\$26,634	\$24,239	\$3,885	\$3,885

---

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
2014B G.O. Bond Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Police	\$ -	\$ 26,634	\$ 24,239	\$ -
Unallocated	-	-	-	3,885
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 26,634</b>	<b>\$ 24,239</b>	<b>\$ 3,885</b>

***Revenues***

<b>REVENUE BY SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Fund Balance	41,634	26,634	28,124	3,885
<b>Total Available for Appropriation</b>	<b>\$ 41,634</b>	<b>\$ 26,634</b>	<b>\$ 28,124</b>	<b>\$ 3,885</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
2014B G.O. Bond Fund Capital Outlay Detail

***Capital Outlay Schedule***

<b><i>DEPARTMENT</i></b>	<b><i>PROJECT NUMBER</i></b>	<b><i>DESCRIPTION</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
270	17012	Demo of Old Police Station	\$ -	\$ 26,634	\$ 24,239	\$ -
<b>TOTAL</b>			<u><u>\$ -</u></u>	<u><u>\$ 26,634</u></u>	<u><u>\$ 24,239</u></u>	<u><u>\$ -</u></u>



# ***CITY OF BARTLESVILLE***

## **2021-22 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.

---

2021 Accomplishments: 

- Remaining funds were used to supplement other active street rehabilitation projects

---

2022 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**

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$69,929</b>	<b>\$13,011</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
2015 G.O. Bond Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Street	\$ 69,929	\$ 13,011	\$ -	\$ -
Unallocated	-	-	-	-
<b>Total Expenditures</b>	<b><u>\$ 69,929</u></b>	<b><u>\$ 13,011</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Fund Balance	112,656	13,011	-	-
<b>Total Available for Appropriation</b>	<b><u>\$ 112,656</u></b>	<b><u>\$ 13,011</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
2015 G.O. Bond Fund Capital Outlay Detail

***Capital Outlay Schedule***

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
328	19003	Preventative Maint. Street Projects	\$ -	\$ 13,011	\$ -	\$ -
328	17023	Price road Rehab	22,929	-	-	-
328	20006	Oakdale Rehab	47,000	-	-	-
<b>TOTAL</b>			<b>\$ 69,929</b>	<b>\$ 13,011</b>	<b>\$ -</b>	<b>\$ -</b>

# ***CITY OF BARTLESVILLE***

## **2021-22 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.

---

2021 Accomplishments: 

- Completed the Nova Asphalt Rehabilitation project

---

2022 Objectives: 

- Use remaining Pathfinder funds to supplement larger Pathfinder Parkway rehabilitation project

---

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**

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$708,466</b>	<b>\$328,555</b>	<b>\$187,834</b>	<b>\$36,704</b>	<b>\$36,704</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
2017 G.O. Bond Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Street	\$ 446,303	\$ 140,000	\$ 140,000	\$ -
Park and Recreation	262,163	106,407	47,834	36,704
Unallocated	-	82,148	-	-
<b>Total Expenditures</b>	<b><u>\$ 708,466</u></b>	<b><u>\$ 328,555</u></b>	<b><u>\$ 187,834</u></b>	<b><u>\$ 36,704</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Fund Balance	947,555	246,407	224,538	36,704
<b>Total Available for Appropriation</b>	<b><u>\$ 947,555</u></b>	<b><u>\$ 246,407</u></b>	<b><u>\$ 224,538</u></b>	<b><u>\$ 36,704</u></b>

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
2017 G.O. Bond Fund Capital Outlay Detail

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

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
431	18012	Renovate and Expand Pathfinder	\$ 205,048	\$ 73,907	\$ 15,334	\$ 36,704
431	18014	Pavillions at Sooner and Civitan Parks	57,115	-	-	-
431	18015	6' Deck Mowers	-	32,500	32,500	-
		<b>Total Park</b>	<b>262,163</b>	<b>106,407</b>	<b>47,834</b>	<b>36,704</b>
328	18018	Rehab Mountain Rd 2100 to Mountain	445	-	-	-
328	19024	Kiddie Park Road Improvements	20,050	-	-	-
328	19003	Ohio/Harvard/Hazel Asphalt Rehab	403,180	-	-	-
328	20006	Oakdale Rehab	22,628	-	-	-
328	21002	Nova Road Asphalt Overlay (FY 19-20 PM)	-	140,000	140,000	-
		<b>Total Street</b>	<b>446,303</b>	<b>140,000</b>	<b>140,000</b>	<b>-</b>
<b>TOTAL</b>			<b>\$ 708,466</b>	<b>\$ 246,407</b>	<b>\$ 187,834</b>	<b>\$ 36,704</b>

***CITY OF BARTLESVILLE***  
 2021-22 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.

2021 Accomplishments:

- Completed the Price Fields Phase 3 project
- Completed the Lee Lake Skate Park project
- Completed the Downtown Central Business District Asphalt Street Rehabilitation project
- Completed the Library HVAC Controls project
- Started construction on the City Gateway Signage and Park Signage projects

2022 Objectives:

- Complete construction of the City Gateway 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**

2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED BUDGET
\$3,293,544	\$4,416,393	\$4,494,737	\$13,015	\$13,015

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
2018A G.O. Bond Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Library	\$ -	\$ 180,000	\$ 180,000	\$ -
Park and Recreation	3,251,115	2,245,750	2,331,690	-
Street	42,429	1,990,643	1,983,047	-
Unallocated	-	-	-	13,015
<b>Total Expenditures</b>	<b>\$ 3,293,544</b>	<b>\$ 4,416,393</b>	<b>\$ 4,494,737</b>	<b>\$ 13,015</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Proceeds from Issuance of Debt	-	-	-	-
Fund Balance	8,487,969	414,012	4,507,752	13,015
<b>Total Available for Appropriation</b>	<b>\$ 8,487,969</b>	<b>\$ 414,012</b>	<b>\$ 4,507,752</b>	<b>\$ 13,015</b>



**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
2018A G.O. Bond Fund Capital Outlay Detail

*Capital Outlay Schedule*

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 BUDGET
421	19020	Library HVAC Upgrades	\$ -	\$ 180,000	\$ 180,000	\$ -
		<b>Total Library</b>	-	<b>180,000</b>	<b>180,000</b>	-
431	19021	Price Field Phase 3	1,507,548	2,055,750	2,000,000	-
431	19022	Price Tower Green	1,585,686	-	37,328	-
431	19023	Lighting at Daniels Field	8,298	-	-	-
431	19025	Skate Park	118,715	-	230,335	-
431	19027	City Gateway Signage	-	100,000	62,777	-
431	19028	Park Signage	-	90,000	-	-
431	18014	Sooner Park Shelter	30,868	-	1,250	-
		<b>Total Park</b>	<b>3,251,115</b>	<b>2,245,750</b>	<b>2,331,690</b>	-
328	19029	Keeler-Cherokee/Adams-Hensley Mill & Overlay	10,453	1,990,643	1,983,047	-
328	20006	Oakdale Rehab	31,976	-	-	-
		<b>Total Street</b>	<b>42,429</b>	<b>1,990,643</b>	<b>1,983,047</b>	-
<b>TOTAL</b>			<b>\$ 3,293,544</b>	<b>\$ 4,416,393</b>	<b>\$ 4,494,737</b>	<b>\$ -</b>

***CITY OF BARTLESVILLE***  
 2021-22 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.

2021 Accomplishments: 

- Started construction on the Quail Place Tributary project

2022 Objectives: 

- Complete construction of the Quail Place Tributary project
- Utilize remaining funds to supplement other storm sewer improvement projects

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**

2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED BUDGET
\$22,821	\$442,439	\$390,627	\$57,992	\$57,992

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
2018B G.O. Bond Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Storm Sewer	\$ 22,821	\$ 442,439	\$ 390,627	\$ 10,000
Unallocated	-	-	-	47,992
<b>Total Expenditures</b>	<b><u>\$ 22,821</u></b>	<b><u>\$ 442,439</u></b>	<b><u>\$ 390,627</u></b>	<b><u>\$ 57,992</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Proceeds from Issuance of Debt	-	-	-	-
Fund Balance	471,439	442,439	448,619 <span style="color: red;">▼</span>	57,992
<b>Total Available for Appropriation</b>	<b><u>\$ 471,439</u></b>	<b><u>\$ 442,439</u></b>	<b><u>\$ 448,619</u></b>	<b><u>\$ 57,992</u></b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
2018B G.O. Bond Fund Capital Outlay Detail

***Capital Outlay Schedule***

<b><i>DEPARTMENT</i></b>	<b><i>PROJECT NUMBER</i></b>	<b><i>DESCRIPTION</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
327	19030	Quail Place Tributary	<u>\$ 22,821</u>	<u>\$ 442,439</u>	<u>\$ 390,627</u>	<u>\$ 10,000</u>
<b>TOTAL</b>			<u><u>\$ 22,821</u></u>	<u><u>\$ 442,439</u></u>	<u><u>\$ 390,627</u></u>	<u><u>\$ 10,000</u></u>

***CITY OF BARTLESVILLE***  
 2021-22 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.

2021 Accomplishments:

- Tech Services and Police Department staff have completed development and implementation of the New World software
- Completed construction of the 13<sup>th</sup> Street Concrete Rehabilitation project
- Completed the Downtown Landscaping Phase 2 project
- Completed the West Bartlesville Pathfinder Connection project
- Completed construction of the Williamsburg/Vicksburg Asphalt Rehabilitation project
- Completed design and started construction on the Kristen, Guinn, and Huntington Asphalt Rehabilitation project

2022 Objectives:

- Complete construction of the Kristen, Guinn, and Huntington Asphalt Rehabilitation project
- Utilize any remaining funds to supplement other Street, Park, Library or Police projects

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

**FUND 484 2018C G.O. BOND**

2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED BUDGET
\$883,030	\$1,175,500	\$1,024,585	\$447,791	\$447,791

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
2018C G.O. Bond Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Police	\$ 246,084	\$ -	\$ 48,825	\$ -
Library	-	30,500	-	-
Street	636,876	985,000	735,757	290,000
Park and Recreation	70	160,000	240,003	100,000
Unallocated	-	-	-	57,791
<b>Total Expenditures</b>	<b>\$ 883,030</b>	<b>\$ 1,175,500</b>	<b>\$ 1,024,585</b>	<b>\$ 447,791</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Proceeds from Issuance of Debt	-	-	-	-
Fund Balance	2,416,912	873,394	1,472,376	447,791
<b>Total Available for Appropriation</b>	<b>\$ 2,416,912</b>	<b>\$ 873,394</b>	<b>\$ 1,472,376</b>	<b>\$ 447,791</b>

**CITY OF BARTLESVILLE**  
2021-22 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	2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 BUDGET
270	19011	Police Software	\$ 246,084	\$ -	\$ 48,825	\$ -
		<b>Total Police</b>	<b>246,084</b>	<b>-</b>	<b>48,825</b>	<b>-</b>
421	N/A	Library HVAC	-	30,500	-	-
		<b>Total Library</b>	<b>-</b>	<b>30,500</b>	<b>-</b>	<b>-</b>
328	20002	Frank Phillips Asph Rehab (Keeler-Sunset)	542,393	10,000	-	-
328	20003	13th St Conc. Rehab (Garden-Cherokee)	94,483	315,000	269,398	-
328	21002	Williamsburg/Vicksburg Rehab (FY 19-20)	-	110,000	68,000	-
328	N/A	Preventative Maintenance Streets (FY20-21)	-	500,000	-	-
328	New	Tuxedo/Rogers/Penn/Lannon Asph	-	-	-	30,000
328	21007	Huntington/Kristen/Guinn Ashp Rehab	-	-	278,359	10,000
328	20005	Hillcrest Drive- Borrow Area Land Purchase	-	-	70,000	-
328	N/A	Downtown Wayfinding Signs	-	50,000	50,000	-
328	New	Preventative Maintenance Streets (FY21-22)	-	-	-	250,000
		<b>Total Street</b>	<b>636,876</b>	<b>985,000</b>	<b>735,757</b>	<b>290,000</b>
431	N/A	Price Fields Restroom Equipment	-	-	2,003	-
431	N/A	Signs - City Gateway, Parks & Pathfinder	-	160,000	158,000	100,000
431	20009	2019 CDBG	-	-	80,000	-
		<b>Total Park</b>	<b>70</b>	<b>160,000</b>	<b>240,003</b>	<b>100,000</b>
<b>TOTAL</b>			<b>\$ 883,030</b>	<b>\$ 1,175,500</b>	<b>\$ 1,024,585</b>	<b>\$ 390,000</b>

***CITY OF BARTLESVILLE***  
 2021-22 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.

2021 Accomplishments:

- Completed design of the parking lot improvements at Cooper Dog Park and Lee Lake
- Completed design and construction of the Johnstone Park Splash Pad and Tower Center Interactive Art Feature
- Completed the Candlestick Court Storm Drain project
- Completed the Cudahy Concrete Rehabilitation project

2022 Objectives:

- Identify, design and construct a large Pathfinder Parkway repaving project and supplement with Pathfinder funds from other capital funds
- Advertise bids and complete construction of the Cooper Dog Park and Lee Lake parking lots 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**

2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED BUDGET
\$21,138	\$2,036,395	\$1,095,682	\$752,367	\$752,367



**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
2019A G.O. Bond Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Street	\$ -	\$ 853,831	\$ 787,187	\$ -
Park and Recreation	21,138	1,182,564	308,495	725,000
Unallocated	-	-	-	27,367
<b>Total Expenditures</b>	<b>\$ 21,138</b>	<b>\$ 2,036,395</b>	<b>\$ 1,095,682</b>	<b>\$ 752,367</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Proceeds from Issuance of Debt	2,000,000	-	-	-
Fund Balance	-	1,749,797	1,848,049	752,367
<b>Total Available for Appropriation</b>	<b>\$ 2,000,000</b>	<b>\$ 1,749,797</b>	<b>\$ 1,848,049</b>	<b>\$ 752,367</b>

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
2019A G.O. Bond Fund Capital Outlay Detail

**Capital Outlay Schedule**

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
328	19029	Mill and Overlay- Keeler and Cherokee	\$ -	\$ -	\$ 135,000	\$ -
328	N/A	Gradall Excavator	-	350,000	372,557	-
328	20012	Cudahy Concrete Rehab (SantaFe-Virginia)	-	400,000	275,284	-
328	N/A	Cudahy Asphalt Rehab (SantaFe-Johnstone)	-	103,831	-	-
328	N/A	Street Dept Asphalt- 10th & Virginia	-	-	4,346	-
		<b>Total Street</b>	-	<b>853,831</b>	<b>787,187</b>	-
431	N/A	Pathfinder Parkway Repaving	-	300,000	-	350,000
431	N/A	Johnstone Park Restroom Remodel	-	25,649	-	-
431	19025	Community Skate Park Supplemental	-	287,605	26,450	-
431	20014	Johnstone Splash Pad/TCUS Water feature	21,138	244,310	275,645	-
431	N/A	Park Parking Lot Rehab/Improvements	-	150,000	6,400	200,000
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>21,138</b>	<b>1,182,564</b>	<b>308,495</b>	<b>725,000</b>
<b>TOTAL</b>			<b>\$ 21,138</b>	<b>\$ 2,036,395</b>	<b>\$ 1,095,682</b>	<b>\$ 725,000</b>

***CITY OF BARTLESVILLE***  
2021-22 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.

2021 Accomplishments: 

- Completed construction of the Candlestick Court Storm Drain Rehabilitation project

2022 Objectives: 

- Complete design and construction of the 8<sup>th</sup> Street Storm Drain Rehabilitation 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**

2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED BUDGET
\$4,000	\$546,570	\$168,380	\$378,190	\$378,190

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
2019B G.O. Bond Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Storm Sewer	\$ 4,000	\$ 546,570	\$ 168,380	\$ 300,000
Unallocated	-	-	-	78,190
<b>Total Expenditures</b>	<b>\$ 4,000</b>	<b>\$ 546,570</b>	<b>\$ 168,380</b>	<b>\$ 378,190</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Proceeds from Issuance of Debt	600,000	-	-	-
Fund Balance	-	546,570	546,570	378,190
<b>Total Available for Appropriation</b>	<b>\$ 600,000</b>	<b>\$ 546,570</b>	<b>\$ 546,570</b>	<b>\$ 378,190</b>

***CITY OF BARTLESVILLE***  
2021-22 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>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
327	20011	Candlestick Court Storm Drain Rehab	\$ 4,000	\$ 346,000	\$ 162,380	\$ -
327	N/A	Price Tower Alley	-	-	6,000	-
327	N/A	8th Street Strom Drain Rehab	-	200,570	-	300,000
		<b><i>Total Storm Sewer</i></b>	<b><i>4,000</i></b>	<b><i>546,570</i></b>	<b><i>168,380</i></b>	<b><i>300,000</i></b>
<b>TOTAL</b>			<b><i>\$ 4,000</i></b>	<b><i>\$ 546,570</i></b>	<b><i>\$ 168,380</i></b>	<b><i>\$ 300,000</i></b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
2021A G.O. Bond Fund– Summary

Fund Mission: N/A

Fund Description: The 2021A G.O. Bond Fund was established to account for the 2021A General Obligation Bond proceeds that were dedicated to Street and Park Improvements.

2021 Accomplishments: 

- Closed on Bonds

2022 Objectives: 

- Complete design and construction of the Minnesota Street project and various park projects

Budget Highlights: The expenditures in this fund are for Street and Park projects funded by the 2021A GO Bond issuance.

**FUND 487 2021A G.O. BOND**

2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED BUDGET
\$0	\$0	\$120,000	\$1,030,000	\$1,030,000

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
2021A G.O. Bond Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Accounting and Finance	\$ -	\$ -	\$ 120,000	\$ -
Street	-	-	-	581,600
Park	-	-	-	434,600
Unallocated	-	-	-	13,800
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 120,000</b>	<b>\$ 1,030,000</b>

***Revenues***

<b>REVENUE BY SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Proceeds from Issuance of Debt	\$ -	\$ -	\$ 1,150,000	\$ -
Fund Balance	-	-	-	1,030,000
<b>Total Available for Appropriation</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,150,000</b>	<b>\$ 1,030,000</b>

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
2021A G.O. Bond Fund Capital Outlay Detail

FUND 487 CIP - 2021A G.O. BOND FUND  
ALL DEPARTMENTS

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
328	New	Minnesota Rehabilitation- 75 to Madison	\$ -	\$ -	\$ -	\$ 581,600
		<b>Total Streets</b>	-	-	-	<b>581,600</b>
431	New	Johnstone Park Parking Lot/Entry Access	-	-	-	358,000
431	New	Douglas Park Walkway	-	-	-	40,200
431	New	Drinking Fountain Replacement	-	-	-	36,400
		<b>Total Parks</b>	-	-	-	<b>434,600</b>
<b>TOTAL</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,016,200</b>

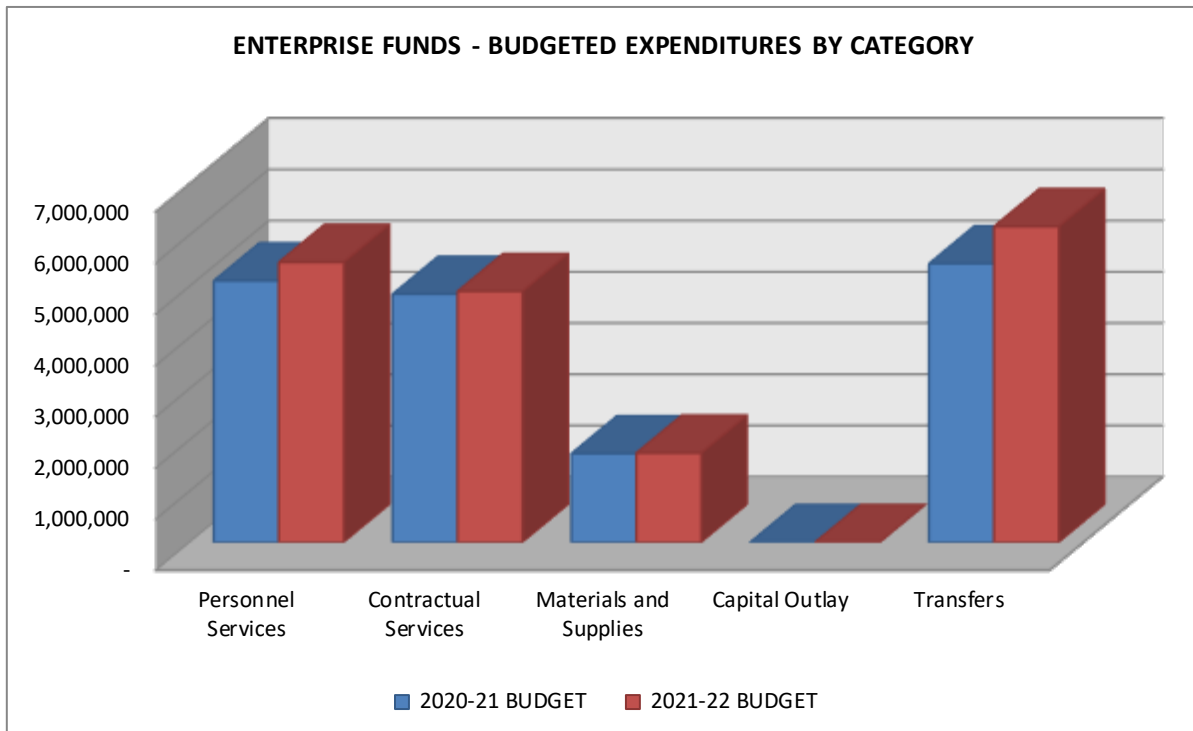
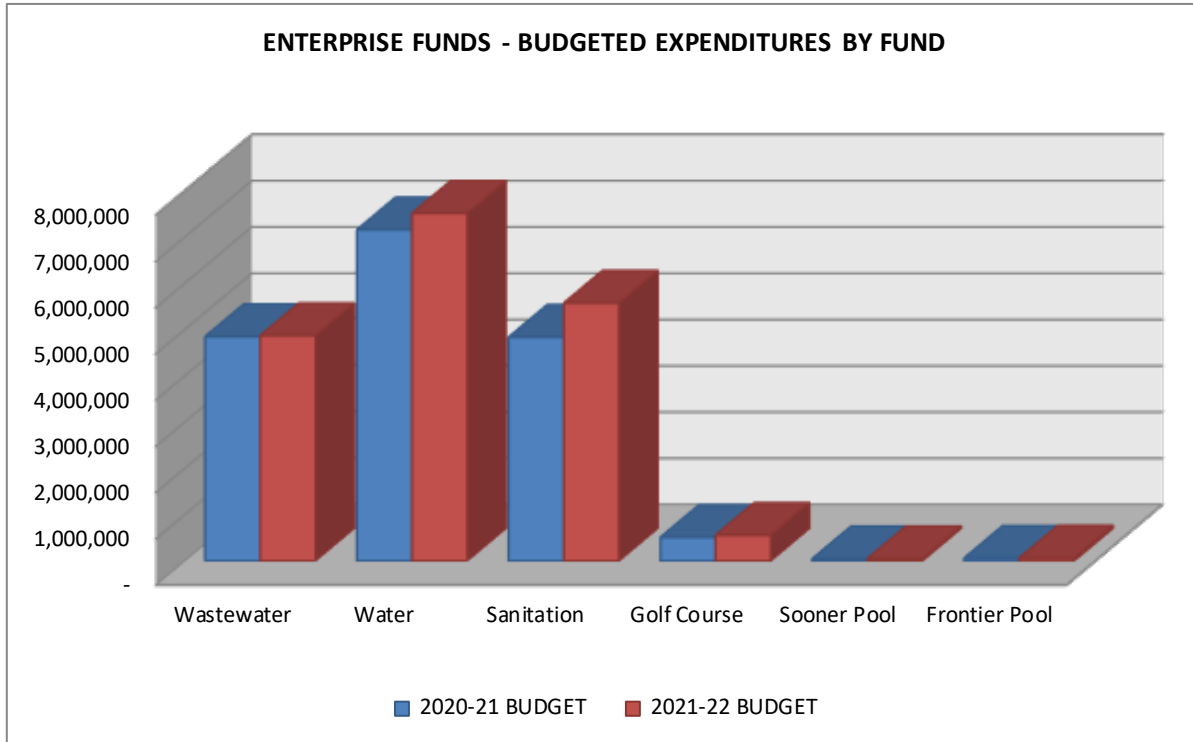


# ENTERPRISE FUNDS

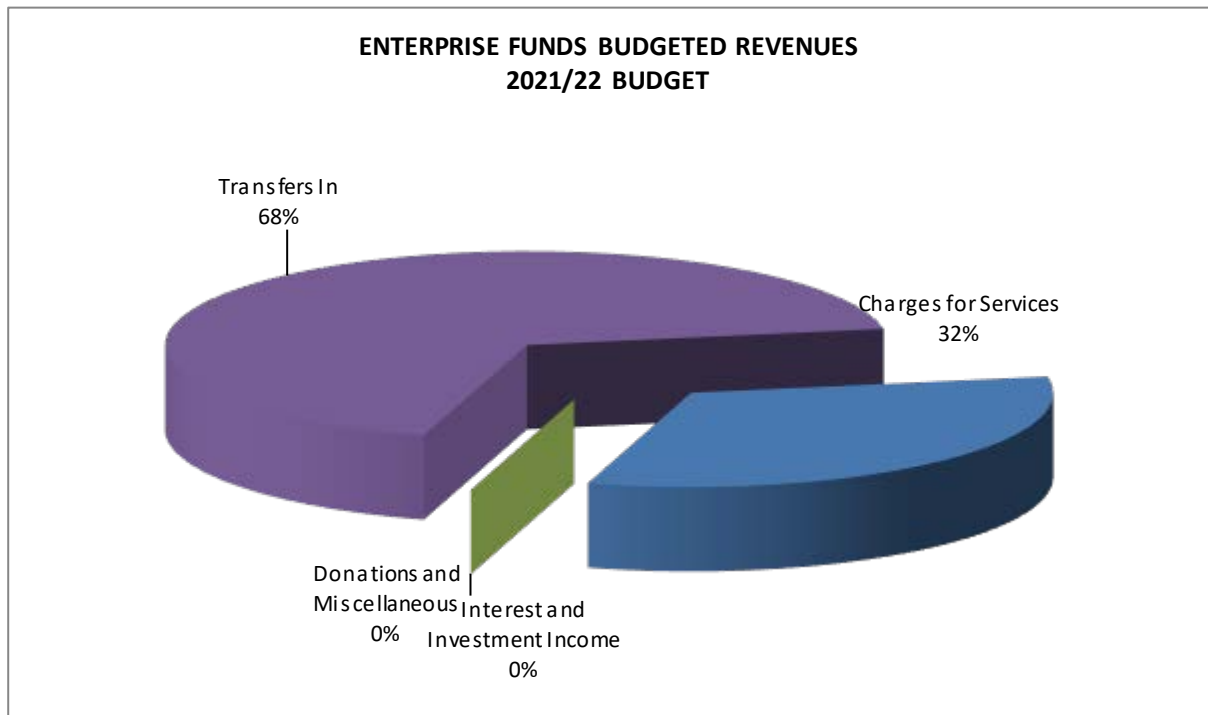
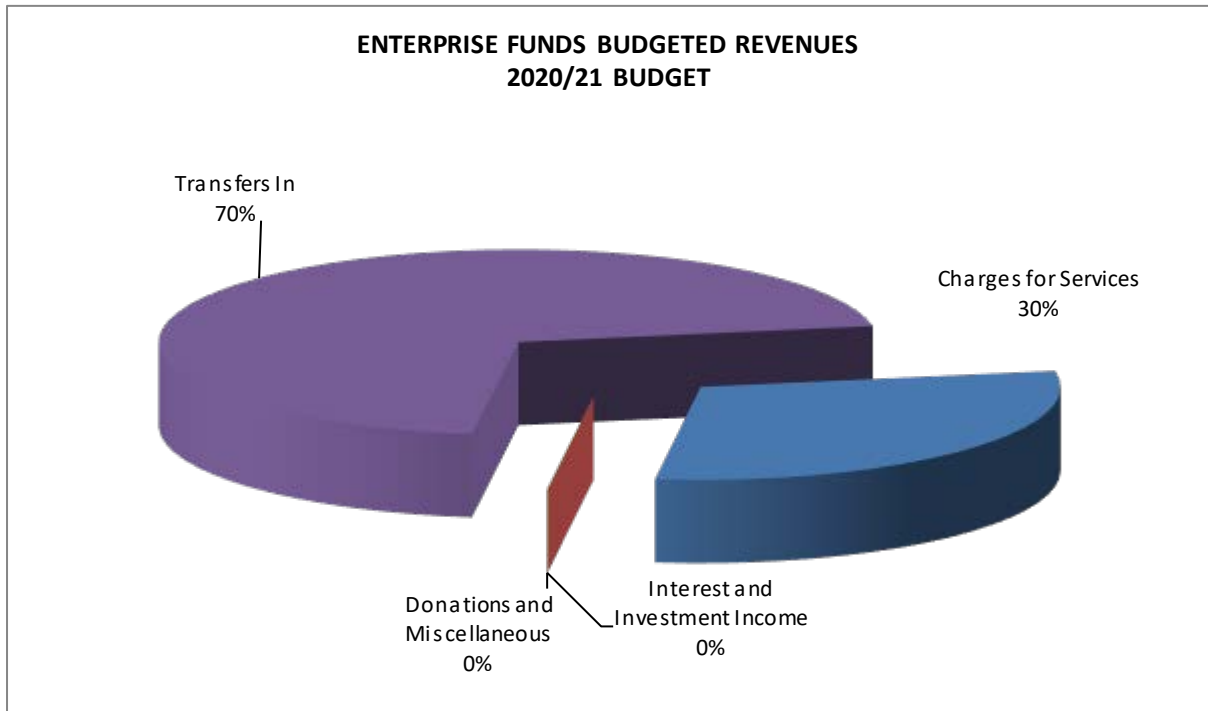


*PAGE LEFT BLANK INTENTIONALLY*

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Enterprise Funds – Expenditure Graphs**



***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Enterprise Funds – Revenue Graphs



**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**Enterprise Funds – Summary by Fund or Source**

**Expenditures and Reserves**

<b>EXPENDITURES BY FUND</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Wastewater	\$ 4,473,504	\$ 4,851,007	\$ 4,512,019	\$ 4,873,280
Water	5,885,156	7,162,272	6,271,062	7,518,142
Sanitation	5,066,395	4,842,113	4,425,894	5,577,733
Golf Course	458,295	514,581	501,091	560,561
Sooner Pool	31,755	48,542	43,911	51,041
Frontier Pool	38,551	61,832	61,735	64,020
<b>Total Expenditures and Reserves</b>	<b>\$15,953,656</b>	<b>\$17,480,347</b>	<b>\$15,815,712</b>	<b>\$18,644,777</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Charges for Services	\$ 4,807,193	\$ 4,879,698	\$ 4,820,653	\$ 5,680,965
Interest and Investment Income	6,589	-	-	-
Donations and Miscellaneous	6,639	5,000	1,353	-
Transfer In: From General Fund	267,813	210,462	210,462	149,754
From BMA - Wastewater	4,546,368	4,824,591	4,824,591	4,574,224
From BMA - Water	5,884,198	6,453,922	6,453,922	7,146,368
Fund Balance	1,023,202	1,000,479	542,615	1,093,475
<b>Total Available for Appropriation</b>	<b>\$16,542,002</b>	<b>\$17,374,152</b>	<b>\$16,853,596</b>	<b>\$18,644,786</b>

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**Enterprise Funds – Expenditure Summary by Line Item**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 2,986,019	\$ 3,546,560	\$ 2,988,353	\$ 3,721,688	\$ 3,721,688	\$ 3,721,688
51120 OVERTIME	57,496	93,000	86,802	97,000	97,000	97,000
51130 FICA	221,931	269,292	224,648	285,000	285,000	285,000
51140 GROUP INSURANCE	862,040	752,254	752,254	855,710	855,710	855,710
51150 DB RETIREMENT	286,881	321,200	299,391	364,000	364,000	364,000
51155 DC RETIREMENT	61,431	80,830	63,371	98,000	98,000	98,000
51170 WORKER'S COMPENSATION	73,920	42,822	42,822	46,275	46,275	46,275
51180 UNEMPLOYMENT COMP	-	-	19,421	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 4,549,718</b>	<b>\$ 5,105,958</b>	<b>\$ 4,477,062</b>	<b>\$ 5,467,673</b>	<b>\$ 5,467,673</b>	<b>\$ 5,467,673</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 62,382	\$ 79,100	\$ 84,191	\$ 72,150	\$ 72,150	\$ 72,150
52310 UTILITIES & COMMUNICATIONS	441,974	597,905	463,520	601,605	601,605	601,605
52410 PROFESSIONAL SERVICES	212,214	297,150	300,933	304,900	304,900	304,900
52510 OTHER SERVICES	975,143	1,032,750	948,556	1,066,800	1,066,800	1,066,800
52610 MAINT. & REPAIR SERVICE	304,229	421,350	399,510	476,650	486,650	486,650
52710 OPERATIONAL SERVICES	2,413,291	2,416,977	2,435,400	2,367,985	2,367,985	2,367,985
52810 INSURANCE & BONDS	1,000	-	1,714	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 4,410,233</b>	<b>\$ 4,845,232</b>	<b>\$ 4,633,824</b>	<b>\$ 4,890,090</b>	<b>\$ 4,900,090</b>	<b>\$ 4,900,090</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 4,798	\$ 13,500	\$ 46,367	\$ 13,500	\$ 13,500	\$ 13,500
53210 JANITORIAL SUPPLIES	11,487	11,700	9,642	12,400	12,400	12,400
53310 GENERAL SUPPLIES	493,370	797,691	433,119	802,286	802,286	802,286
53410 TOOLS & EQUIPMENT	122,973	62,500	67,720	62,500	62,500	62,500
53510 FUEL	176,227	207,500	131,646	208,500	208,500	208,500
53610 MAINT. & REPAIR MATERIALS	523,130	639,500	562,045	645,000	645,000	645,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,331,985</b>	<b>\$ 1,732,391</b>	<b>\$ 1,250,539</b>	<b>\$ 1,744,186</b>	<b>\$ 1,744,186</b>	<b>\$ 1,744,186</b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Enterprise Funds – Expenditure Summary by Line Item**  
**(continued)**

<b><i>CAPITAL OUTLAY</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 REQUEST</i></b>	<b><i>CITY MGR REC</i></b>	<b><i>2021-22 APPROVED</i></b>
55940 MACHINERY & EQUIPMENT	\$ 9,716	\$ -	\$ 14,055	\$ -	\$ -	\$ -
55960 VEHICLES & EQUIPMENT	-	-	456	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 9,716</b>	<b>\$ -</b>	<b>\$ 14,511</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><i>TRANSFERS OUT</i></b>						
59101 GENERAL FUND	\$ 4,553,111	\$ 4,872,210	\$ 4,872,210	\$ 5,176,590	\$ 5,176,590	\$ 5,176,590
59663 AUTO COLLISION INSURANCE	50,000	50,000	50,000	50,000	50,000	50,000
59670 STABILIZATION RESERVE FUND	308,893	317,566	317,566	332,641	332,641	332,641
59675 CAPITAL RESERVE FUND	740,000	200,000	200,000	606,491	606,491	606,491
<b>TOTAL TRANSFERS</b>	<b>\$ 5,652,004</b>	<b>\$ 5,439,776</b>	<b>\$ 5,439,776</b>	<b>\$ 6,165,722</b>	<b>\$ 6,165,722</b>	<b>\$ 6,165,722</b>
<b><i>TOTAL BUDGET</i></b>	<b>\$15,953,656</b>	<b>\$17,123,357</b>	<b>\$15,815,712</b>	<b>\$18,267,671</b>	<b>\$18,277,671</b>	<b>\$18,277,671</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Enterprise Funds – Personnel Summary

***Personnel***

<b>PERSONNEL COUNTS BY DEPARTMENT</b>	<b>2019-20 ACTUAL FTEs</b>	<b>2020-21 BUDGETED FTEs</b>	<b>2020-21 ACTUAL FTEs</b>	<b>2021-22 BUDGETED FTEs</b>
Wastewater Fund:				
Wastewater Maintenance	12	11	9	11
Water Fund:				
Water Plant	15	15	15	15
Water Administration	2	2	2	2
Water Distribution	22	21	15	21
<i>Total Water</i>	<b>39</b>	<b>38</b>	<b>32</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>4</u>
<b>Total Personnel</b>	<b><u>85</u></b>	<b><u>83</u></b>	<b><u>75</u></b>	<b><u>84</u></b>



**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
Wastewater Operating Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>		<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Chickasaw Wastewater Treatment Plant		\$ 2,441,444	\$ 2,469,227	\$ 2,445,869	\$ 2,423,985
Wastewater Maintenance		686,374	864,193	625,986	846,942
Transfers Out:	To General	1,232,871	1,322,219	1,322,219	1,407,445
	To Auto Collision Insurance Fund	25,000	25,000	25,000	25,000
	To Stabilization Reserve Fund	87,815	92,945	92,945	93,567
	To Capital Reserve Fund	-	-	-	-
Reserves:	Contingency	-	66,501	-	65,419
	Compensated Absences Reserve	-	10,922	-	10,922
<b>Total Expenditures and Reserves</b>		<b>\$ 4,473,504</b>	<b>\$ 4,851,007</b>	<b>\$ 4,512,019</b>	<b>\$ 4,873,280</b>

**Revenues**

<b>REVENUE BY SOURCE</b>		<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Donations and Miscellaneous		\$ 5,000	\$ -	\$ -	\$ -
Transfer In:	From BMA - Wastewater	4,546,368	4,824,591	4,824,591	4,574,224
Fund Balance		(77,864)	18,051	(13,516)	299,056
<b>Total Available for Appropriation</b>		<b>\$ 4,473,504</b>	<b>\$ 4,842,642</b>	<b>\$ 4,811,075</b>	<b>\$ 4,873,280</b>

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget**

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

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

---

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

---

2021 Accomplishments:

- The Chickasaw Wastewater Treatment Plant treated over 2.98 billion gallons of wastewater averaging 8.17 million gallons per day
- Monitored four (4) Significant Industrial Users under the City of Bartlesville Industrial Pretreatment Program
- Replaced three pumps at Hillcrest lift station as well as brackets and rails
- Replaced stuffing box, mechanical seal, and impeller on Tuxedo lift station pump No. 1
- Installed new overload pump protection at Golf Course and Hillcrest lift stations
- Replaced transfer pump motor and speed reducer from digester to secondary sludge storage

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget**

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

---

2022 Objectives:	<ul style="list-style-type: none"><li>• Continue operation of the Chickasaw Wastewater Treatment Plant and land application of biosolids to meet all state and federal regulations</li><li>• Continue monitoring and regulating significant industrial users to assure compliance with the City of Bartlesville Industrial Pretreatment Program</li><li>• Drain, clean, and inspect secondary clarifier #4</li><li>• Overhaul chlorine feed system and replace scales</li><li>• Replace the SCADA communication systems at the remaining remote L/S's and plant</li></ul>
------------------	---

---

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>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$2,441,444</b>	<b>\$2,469,227</b>	<b>\$2,445,869</b>	<b>\$2,423,985</b>	<b>\$2,423,985</b>

---

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget**

### **Wastewater Operating Fund – Wastewater Treatment Plant – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
52310 UTILITIES & COMMUNICATIONS	\$ 7,727	\$ 3,500	\$ 6,794	\$ 7,000	\$ 7,000	\$ 7,000
52510 OTHER SERVICES	3,390	23,750	22,101	24,000	24,000	24,000
52610 MAINT. & REPAIR SERVICE	46,496	25,000	-	25,000	25,000	25,000
52710 OPERATIONAL SERVICES	2,383,413	2,416,977	2,416,974	2,367,985	2,367,985	2,367,985
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 2,441,026</b>	<b>\$ 2,469,227</b>	<b>\$ 2,445,869</b>	<b>\$ 2,423,985</b>	<b>\$ 2,423,985</b>	<b>\$ 2,423,985</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53610 MAINT. & REPAIR MATERIALS	\$ 202	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 202</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>						
55940 MACHINERY & EQUIPMENT	\$ 216	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 216</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 2,441,444</b>	<b>\$ 2,469,227</b>	<b>\$ 2,445,869</b>	<b>\$ 2,423,985</b>	<b>\$ 2,423,985</b>	<b>\$ 2,423,985</b>

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget**

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

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

---

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

---

2021 Accomplishments:

- Responded to 156 call outs, requested by residents when their private service line was backed up
- Responded to 67 sewer main line backups
- Conducted SL-RAT inspection of 80,258 feet of pipe
- Jet cleaned and jet sawed 39,364 feet of sanitary sewer line
- Capped 18 sewer services for dilapidated structures

---

2022 Objectives:

- Utilize SL-RAT to inspect entire collection system
- Continue root control program
- Utilizing the video inspection system to identify both private side and main line defects for corrections
- Continue make emergency and or critical repairs to main sewer lines as needed
- Continue identifying leaking manholes and seal to reduce inflow and infiltration into sanitary sewer system

---

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget**

### **Wastewater Operating Fund – Wastewater Maintenance – Summary (continued)**

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

<b>FUND 509 WASTEWATER DEPT 715 WASTEWATER MAINTENANCE</b>				
<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$686,374</b>	<b>\$864,193</b>	<b>\$625,986</b>	<b>\$846,942</b>	<b>\$846,942</b>

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**Wastewater Operating Fund – Wastewater Maintenance – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 335,545	\$ 469,014	\$ 296,345	\$ 438,000	\$ 438,000	\$ 438,000
51120 OVERTIME	3,921	11,000	6,631	12,000	12,000	12,000
51130 FICA	24,602	35,946	22,330	34,000	34,000	34,000
51140 GROUP INSURANCE	114,000	99,696	99,696	113,407	113,407	113,407
51150 DB RETIREMENT	12,255	27,100	15,618	13,000	13,000	13,000
51155 DC RETIREMENT	11,109	13,062	9,010	17,000	17,000	17,000
51170 WORKER'S COMPENSATION	10,918	6,325	6,325	6,835	6,835	6,835
51180 UNEMPLOYMENT COMP	-	-	11,534	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 512,350</b>	<b>\$ 662,143</b>	<b>\$ 467,489</b>	<b>\$ 634,242</b>	<b>\$ 634,242</b>	<b>\$ 634,242</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 6,551	\$ 9,850	\$ 11,109	\$ 12,000	\$ 12,000	\$ 12,000
52310 UTILITIES & COMMUNICATIONS	436	2,500	949	2,500	2,500	2,500
52410 PROFESSIONAL SERVICES	3,350	23,000	20,000	21,500	21,500	21,500
52510 OTHER SERVICES	8,283	9,500	1,351	9,500	9,500	9,500
52610 MAINT. & REPAIR SERVICE	21,260	35,000	15,451	35,000	45,000	45,000
52810 INSURANCE & BONDS	1,000	-	1,714	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 40,880</b>	<b>\$ 79,850</b>	<b>\$ 50,574</b>	<b>\$ 80,500</b>	<b>\$ 90,500</b>	<b>\$ 90,500</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 231	\$ 2,000	\$ 19,646	\$ 2,000	\$ 2,000	\$ 2,000
53210 JANITORIAL SUPPLIES	-	-	838	-	-	-
53310 GENERAL SUPPLIES	5,307	11,200	9,756	11,200	11,200	11,200
53410 TOOLS & EQUIPMENT	32,623	11,500	15,397	11,500	11,500	11,500
53510 FUEL	14,914	22,500	13,586	22,500	22,500	22,500
53610 MAINT. & REPAIR MATERIALS	80,069	75,000	48,700	75,000	75,000	75,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 133,144</b>	<b>\$ 122,200</b>	<b>\$ 107,923</b>	<b>\$ 122,200</b>	<b>\$ 122,200</b>	<b>\$ 122,200</b>
<b>TOTAL BUDGET</b>	<b>\$ 686,374</b>	<b>\$ 864,193</b>	<b>\$ 625,986</b>	<b>\$ 836,942</b>	<b>\$ 846,942</b>	<b>\$ 846,942</b>

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget**

### **Wastewater Operating Fund – Wastewater Maintenance – Personnel and Capital Detail**

#### **FUND 509 WASTEWATER DEPT 715 WASTEWATER MAINTENANCE**

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

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></b>
Water/Wastewater Manager	0.5	0	0	0
WW Maint Supervisor	1	1	1	1
Wastewater Equip Operator	5	4	2	3
Construction Crewleader	0	0	0	0.25
Construction Equipment Operator	0	0	0	0
Construction Laborer	0	0	0	0
Maintenance Worker	5	6	6	6.75
Construction Inspector	0.5	0	0	0
<b>TOTAL</b>	<b>12</b>	<b>11</b>	<b>9</b>	<b>11</b>



***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Wastewater Operating Fund – Transfers – Summary**

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

---

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

---

2021 Accomplishments:      N/A

---

2022 Objectives:              N/A

---

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

**FUND 509 WASTEWATER  
DEPT 900 TRANSFERS**

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$1,345,686</b>	<b>\$1,440,164</b>	<b>\$1,440,164</b>	<b>\$1,526,012</b>	<b>\$1,526,012</b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Wastewater Operating Fund – Transfers – Line Item Detail**

<b>TRANSFERS OUT</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
59101 GENERAL FUND	\$ 1,232,871	\$ 1,322,219	\$ 1,322,219	\$ 1,407,445	\$ 1,407,445	\$ 1,407,445
59663 AUTO COLLISION INSURANCE	25,000	25,000	25,000	25,000	25,000	25,000
59670 STABILIZATION RESERVE FUND	87,815	92,945	92,945	93,567	93,567	93,567
<b>TOTAL TRANSFERS</b>	<b>\$ 1,345,686</b>	<b>\$ 1,440,164</b>	<b>\$ 1,440,164</b>	<b>\$ 1,526,012</b>	<b>\$ 1,526,012</b>	<b>\$ 1,526,012</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,345,686</b>	<b>\$ 1,440,164</b>	<b>\$ 1,440,164</b>	<b>\$ 1,526,012</b>	<b>\$ 1,526,012</b>	<b>\$ 1,526,012</b>

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**Water Operating Fund – Expenditure and Revenue Summary**

***Expenditures and Reserves***

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>		<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Water Plant		\$ 2,142,367	\$ 2,818,894	\$ 2,406,616	\$ 2,927,538
Water Administration		318,069	338,064	343,820	352,856
Water Distribution		1,328,891	1,613,432	1,281,629	1,699,406
Transfers Out:	To General	1,937,369	2,077,772	2,077,772	2,211,700
	To Auto Collision Insurance Fund	25,000	25,000	25,000	25,000
	To Stabilization Reserve Fund	133,460	136,225	136,225	143,830
Reserves:	Contingency	-	94,669	-	99,596
	Compensated Absences Reserve	-	58,216	-	58,216
<b>Total Expenditures and Reserves</b>		<b>\$ 5,885,156</b>	<b>\$ 7,162,272</b>	<b>\$ 6,271,062</b>	<b>\$ 7,518,142</b>

***Revenues***

<b>REVENUE BY SOURCE</b>		<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Donations and Miscellaneous		\$ 958	\$ 5,000	\$ -	\$ -
Transfer In:	From BMA - Water	5,884,198	6,453,922	6,453,922	7,146,368
Fund Balance		248,324	666,434	188,914	371,774
<b>Total Available for Appropriation</b>		<b>\$ 6,133,480</b>	<b>\$ 7,125,356</b>	<b>\$ 6,642,836</b>	<b>\$ 7,518,142</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Water Operating Fund – Water Plant – Summary

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

---

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

---

2021 Accomplishments:

- Treated over 1.95 billion gallons, averaging 4.89 million gallons per day
- Rebuilt Hulah pump #3
- Replaced Hulah intake grate
- Rebuilt Caney River pump #2
- Replaced Caney River Station main breaker

---

2022 Objectives:

- Continue to produce safe and reliable drinking water for the city and wholesale customers
- Continue replacing PLC units at pump stations
- Continue replacing turbidity meters
- Continue replacing chlorine meters
- Rebuild two pumps at Circle Mountain Pump Station

---

***CITY OF BARTLESVILLE***  
**2021-22 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>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$2,142,367</b>	<b>\$2,818,894</b>	<b>\$2,406,616</b>	<b>\$2,927,538</b>	<b>\$2,927,538</b>

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**Water Operating Fund – Water Plant – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 582,246	\$ 644,428	\$ 610,091	\$ 702,000	\$ 702,000	\$ 702,000
51120 OVERTIME	20,496	34,000	19,576	35,000	35,000	35,000
51130 FICA	44,135	50,000	46,177	54,000	54,000	54,000
51140 GROUP INSURANCE	156,000	135,950	135,950	154,646	154,646	154,646
51150 DB RETIREMENT	38,337	44,000	44,707	62,000	62,000	62,000
51155 DC RETIREMENT	16,470	19,000	17,316	21,000	21,000	21,000
51170 WORKER'S COMPENSATION	8,054	4,666	4,666	5,042	5,042	5,042
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 865,738</b>	<b>\$ 932,044</b>	<b>\$ 878,483</b>	<b>\$ 1,033,688</b>	<b>\$ 1,033,688</b>	<b>\$ 1,033,688</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 7,386	\$ 9,600	\$ 9,995	\$ 10,100	\$ 10,100	\$ 10,100
52310 UTILITIES & COMMUNICATIONS	385,308	527,000	412,966	527,000	527,000	527,000
52410 PROFESSIONAL SERVICES	2,650	27,500	11,469	27,500	27,500	27,500
52510 OTHER SERVICES	113,660	166,200	250,129	142,000	142,000	142,000
52610 MAINT. & REPAIR SERVICE	197,946	306,050	353,953	360,750	360,750	360,750
52710 OPERATIONAL SERVICES	29,878	-	18,426	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 736,828</b>	<b>\$ 1,036,350</b>	<b>\$ 1,056,938</b>	<b>\$ 1,067,350</b>	<b>\$ 1,067,350</b>	<b>\$ 1,067,350</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 913	\$ 3,000	\$ 4,358	\$ 3,000	\$ 3,000	\$ 3,000
53210 JANITORIAL SUPPLIES	5,464	5,000	1,203	5,000	5,000	5,000
53310 GENERAL SUPPLIES	417,219	701,000	340,618	701,000	701,000	701,000
53410 TOOLS & EQUIPMENT	18,035	9,500	27,552	9,500	9,500	9,500
53510 FUEL	4,645	6,000	6,864	7,000	7,000	7,000
53610 MAINT. & REPAIR MATERIALS	84,025	126,000	76,545	101,000	101,000	101,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 530,301</b>	<b>\$ 850,500</b>	<b>\$ 457,140</b>	<b>\$ 826,500</b>	<b>\$ 826,500</b>	<b>\$ 826,500</b>
<b>CAPITAL OUTLAY</b>						
55940 MACHINERY & EQUIPMENT	\$ 9,500	\$ -	\$ 14,055	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 9,500</b>	<b>\$ -</b>	<b>\$ 14,055</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 2,142,367</b>	<b>\$ 2,818,894</b>	<b>\$ 2,406,616</b>	<b>\$ 2,927,538</b>	<b>\$ 2,927,538</b>	<b>\$ 2,927,538</b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Water Operating Fund – Water Plant – Personnel and Capital Detail**

**FUND 510 WATER**  
**DEPT 720 WATER PLANT**

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></b>
Water Plant Superintendent	1	1	1	1
Assistant Water Plant Supt	0	0	1	1
Electronics Technician	1	1	1	1
Plant Mechanic	3	3	3	3
Lab Technician	1	1	0	0
Lead Water Plant Operator	2	3	2	2
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***  
 2021-22 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.

2021 Accomplishments:

- Completed construction on Water Utility Building renovation
- Completed engineering design for WW reuse pump station and pipeline
- Started construction on the of 20-inch water main replacement on Frank Phillips

2022 Objectives:

- Begin construction on WW reuse pipeline and pump station
- Complete construction for 20” water main rehabilitation on Frank Phillips
- Implement a paperless system for work order receipt and reporting for service reps and crews

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

FUND 510 WATER DEPT 725 WATER ADMINISTRATION				
2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED BUDGET
\$318,069	\$338,064	\$343,820	\$352,856	\$352,856



**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**Water Operating Fund – Water Administration – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 185,741	\$ 191,626	\$ 190,531	\$ 194,000	\$ 194,000	\$ 194,000
51130 FICA	13,430	14,500	13,847	15,000	15,000	15,000
51140 GROUP INSURANCE	21,000	18,127	18,127	20,620	20,620	20,620
51150 DB RETIREMENT	35,255	38,000	37,757	45,000	45,000	45,000
51170 WORKER'S COMPENSATION	537	311	311	336	336	336
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 255,963</b>	<b>\$ 262,564</b>	<b>\$ 260,573</b>	<b>\$ 274,956</b>	<b>\$ 274,956</b>	<b>\$ 274,956</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 1,643	\$ 1,750	\$ 2,465	\$ 1,950	\$ 1,950	\$ 1,950
52310 UTILITIES & COMMUNICATIONS	8,545	10,500	6,212	10,500	10,500	10,500
52410 PROFESSIONAL SERVICES	38,500	46,750	36,002	46,750	46,750	46,750
52510 OTHER SERVICES	8,079	6,700	9,571	7,700	7,700	7,700
52610 MAINT. & REPAIR SERVICE	-	1,500	1,260	1,500	1,500	1,500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 56,767</b>	<b>\$ 67,200</b>	<b>\$ 55,510</b>	<b>\$ 68,400</b>	<b>\$ 68,400</b>	<b>\$ 68,400</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,589	\$ 2,500	\$ 14,372	\$ 2,500	\$ 2,500	\$ 2,500
53210 JANITORIAL SUPPLIES	985	1,800	2,280	2,500	2,500	2,500
53310 GENERAL SUPPLIES	1,892	2,500	8,253	2,500	2,500	2,500
53510 FUEL	873	1,000	706	1,000	1,000	1,000
53610 MAINT. & REPAIR MATERIALS	-	500	2,126	1,000	1,000	1,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 5,339</b>	<b>\$ 8,300</b>	<b>\$ 27,737</b>	<b>\$ 9,500</b>	<b>\$ 9,500</b>	<b>\$ 9,500</b>
<b>TOTAL BUDGET</b>	<b>\$ 318,069</b>	<b>\$ 338,064</b>	<b>\$ 343,820</b>	<b>\$ 352,856</b>	<b>\$ 352,856</b>	<b>\$ 352,856</b>

# ***CITY OF BARTLESVILLE***

2021-22 Operating Budget

Water Operating Fund – Water Administration – Personnel and Capital Detail

FUND 510 WATER  
DEPT 725 WATER ADMINISTRATION

## ***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></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***  
2021-22 Operating Budget  
Water Operating Fund – Water Distribution – Summary

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

---

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

---

2021 Accomplishments:

- Repaired 98 water main breaks ranging in size from 2” to 14”
- Repaired 56 service line leaks
- Installed 23 new water services
- Replaced 159 water meters, 846 registers and 4071 nodes
- Completed 3,621 locate work orders
- Removed 37 services for house demolitions

---

2022 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

---

# ***CITY OF BARTLESVILLE***

## **2021-22 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>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$1,328,891</b>	<b>\$1,613,432</b>	<b>\$1,281,629</b>	<b>\$1,699,406</b>	<b>\$1,699,406</b>

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**Water Operating Fund – Water Distribution – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 607,109	\$ 867,441	\$ 559,312	\$ 880,000	\$ 880,000	\$ 880,000
51120 OVERTIME	25,692	36,000	48,392	37,000	37,000	37,000
51130 FICA	46,677	64,846	44,656	68,000	68,000	68,000
51140 GROUP INSURANCE	218,000	190,329	190,329	216,505	216,505	216,505
51150 DB RETIREMENT	56,910	57,100	47,771	61,000	61,000	61,000
51155 DC RETIREMENT	14,094	24,768	16,197	33,000	33,000	33,000
51170 WORKER'S COMPENSATION	19,330	11,198	11,198	12,101	12,101	12,101
51180 UNEMPLOYMENT COMP	-	-	5,839	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 987,812</b>	<b>\$ 1,251,682</b>	<b>\$ 923,694</b>	<b>\$ 1,307,606</b>	<b>\$ 1,307,606</b>	<b>\$ 1,307,606</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 18,033	\$ 14,000	\$ 17,978	\$ 16,000	\$ 16,000	\$ 16,000
52310 UTILITIES & COMMUNICATIONS	1,754	5,500	1,723	5,700	5,700	5,700
52410 PROFESSIONAL SERVICES	43,453	47,750	50,847	50,000	50,000	50,000
52510 OTHER SERVICES	17,138	6,000	1,938	6,000	6,000	6,000
52610 MAINT. & REPAIR SERVICE	21,366	20,000	12,485	15,600	15,600	15,600
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 101,744</b>	<b>\$ 93,250</b>	<b>\$ 84,971</b>	<b>\$ 93,300</b>	<b>\$ 93,300</b>	<b>\$ 93,300</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,276	\$ 2,500	\$ 5,960	\$ 2,500	\$ 2,500	\$ 2,500
53210 JANITORIAL SUPPLIES	142	-	548	-	-	-
53310 GENERAL SUPPLIES	5,023	8,000	5,732	8,000	8,000	8,000
53410 TOOLS & EQUIPMENT	22,019	8,000	6,813	8,000	8,000	8,000
53510 FUEL	32,392	40,000	19,903	40,000	40,000	40,000
53610 MAINT. & REPAIR MATERIALS	178,483	210,000	233,552	240,000	240,000	240,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 239,335</b>	<b>\$ 268,500</b>	<b>\$ 272,508</b>	<b>\$ 298,500</b>	<b>\$ 298,500</b>	<b>\$ 298,500</b>
<b>CAPITAL OUTLAY</b>						
55960 VEHICLES & EQUIPMENT	\$ -	\$ -	\$ 456	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 456</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,328,891</b>	<b>\$ 1,613,432</b>	<b>\$ 1,281,629</b>	<b>\$ 1,699,406</b>	<b>\$ 1,699,406</b>	<b>\$ 1,699,406</b>

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget**

### **Water Operating Fund – Water Distribution – Personnel and Capital Detail**

**FUND 510 WATER  
DEPT 730 WATER DISTRIBUTION**

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

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></b>
Water/Wastewater Manager	0.5	1	1	1
Water Distribution Supervisor	1	1	0	0
Equip Operator Crew Leader	4	4	1	4
Equipment Operator	1	0	0	0
Construction Crewleader	0	0	0	0.75
Construction Equipment Operator	0	0	0	1
Construction Laborer	0	0	0	0
Senior Utility Service Coordinator	1	1	1	1
Water Utility Service Rep.	2	2	2	2
Meter Technician	2	3	3	3
Maintenance Worker	9	8	7	8.25
Administrative Assistant	1	1	0	0
Construction Inspector	0.5	0	0	0
<b>TOTAL</b>	<b>22</b>	<b>21</b>	<b>15</b>	<b>21</b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Water Operating Fund – Transfers – Summary**

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

---

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

---

2021 Accomplishments:      N/A

---

2022 Objectives:              N/A

---

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

<b>FUND 510 WATER DEPT 900 TRANSFERS</b>				
<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$2,095,829</b>	<b>\$2,238,997</b>	<b>\$2,238,997</b>	<b>\$2,380,530</b>	<b>\$2,380,530</b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Water Operating Fund – Transfers – Line Item Detail**

<b><i>TRANSFERS OUT</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 REQUEST</i></b>	<b><i>CITY MGR REC</i></b>	<b><i>2021-22 APPROVED</i></b>
59101 GENERAL FUND	\$ 1,937,369	\$ 2,077,772	\$ 2,077,772	\$ 2,211,700	\$ 2,211,700	\$ 2,211,700
59663 AUTO COLLISION INSURANCE	25,000	25,000	25,000	25,000	25,000	25,000
59670 STABILIZATION RESERVE FUND	133,460	136,225	136,225	143,830	143,830	143,830
<b>TOTAL TRANSFERS</b>	<b>\$ 2,095,829</b>	<b>\$ 2,238,997</b>	<b>\$ 2,238,997</b>	<b>\$ 2,380,530</b>	<b>\$ 2,380,530</b>	<b>\$ 2,380,530</b>
<b><i>TOTAL BUDGET</i></b>	<b>\$ 2,095,829</b>	<b>\$ 2,238,997</b>	<b>\$ 2,238,997</b>	<b>\$ 2,380,530</b>	<b>\$ 2,380,530</b>	<b>\$ 2,380,530</b>



**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
Sanitation Operating Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>		<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Sanitation		\$ 2,855,906	\$ 2,972,821	\$ 2,665,279	\$ 3,204,733
Transfers Out:	To General	1,382,871	1,472,219	1,472,219	1,557,445
	To Stabilization Reserve Fund	87,618	88,396	88,396	95,244
	To Capital Reserve Fund	740,000	200,000	200,000	606,491
Reserves:	Contingency	-	58,952	-	64,095
	Compensated Absences Reserve	-	49,725	-	49,725
<b>Total Expenditures and Reserves</b>		<b>\$ 5,066,395</b>	<b>\$ 4,842,113</b>	<b>\$ 4,425,894</b>	<b>\$ 5,577,733</b>

*Revenues*

<b>REVENUE BY SOURCE</b>		<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Charges for Services		\$ 4,499,869	\$ 4,564,998	\$ 4,452,061	\$ 5,312,465
Interest and Investment Income		4,877	-	-	-
Donations and Miscellaneous		681	-	353	-
Fund Balance		800,816	260,243	238,757	265,277
<b>Total Available for Appropriation</b>		<b>\$ 5,306,243</b>	<b>\$ 4,825,241</b>	<b>\$ 4,691,171</b>	<b>\$ 5,577,742</b>

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
Sanitation Operating Fund – Sanitation – Summary

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

---

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

---

2021 Accomplishments:

- Purchased new automated refuse trucks
- Continued to cross train and develop staff
- Provided spring and fall curbside yard waste programs
- Provided free residential clean up coupons to citizens
- Installed container repair paint booth

---

2022 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
- Construct new washout bay for refuse trucks

---

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

FUND 511 SANITATION DEPT 750 SANITATION				
2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED BUDGET
\$2,855,906	\$2,972,821	\$2,665,279	\$3,204,733	\$3,204,733

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Sanitation Operating Fund – Sanitation – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 1,114,935	\$ 1,205,217	\$ 1,165,684	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000
51120 OVERTIME	7,387	11,000	11,203	12,000	12,000	12,000
51130 FICA	81,443	91,000	85,453	100,000	100,000	100,000
51140 GROUP INSURANCE	322,000	280,962	280,962	319,603	319,603	319,603
51150 DB RETIREMENT	113,662	122,000	120,548	143,000	143,000	143,000
51155 DC RETIREMENT	19,758	24,000	20,848	27,000	27,000	27,000
51170 WORKER'S COMPENSATION	31,859	18,456	18,456	19,944	19,944	19,944
51180 UNEMPLOYMENT COMP		-	2,048	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 1,691,044</b>	<b>\$ 1,752,635</b>	<b>\$ 1,705,202</b>	<b>\$ 1,921,547</b>	<b>\$ 1,921,547</b>	<b>\$ 1,921,547</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 3,546	\$ 6,300	\$ 5,050	\$ 7,300	\$ 7,300	\$ 7,300
52310 UTILITIES & COMMUNICATIONS	5,496	7,200	4,483	7,200	7,200	7,200
52510 OTHER SERVICES	818,884	810,000	659,157	872,000	872,000	872,000
52610 MAINT. & REPAIR SERVICE	13,975	30,000	14,573	30,000	30,000	30,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 841,901</b>	<b>\$ 853,500</b>	<b>\$ 683,263</b>	<b>\$ 916,500</b>	<b>\$ 916,500</b>	<b>\$ 916,500</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 302	\$ 2,500	\$ 930	\$ 2,500	\$ 2,500	\$ 2,500
53210 JANITORIAL SUPPLIES	2,668	2,500	2,093	2,500	2,500	2,500
53310 GENERAL SUPPLIES	15,825	19,686	19,688	19,686	19,686	19,686
53410 TOOLS & EQUIPMENT	48,915	32,000	17,148	32,000	32,000	32,000
53510 FUEL	117,402	130,000	83,392	130,000	130,000	130,000
53610 MAINT. & REPAIR MATERIALS	137,849	180,000	153,563	180,000	180,000	180,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 322,961</b>	<b>\$ 366,686</b>	<b>\$ 276,814</b>	<b>\$ 366,686</b>	<b>\$ 366,686</b>	<b>\$ 366,686</b>
<b>TOTAL BUDGET</b>	<b>\$ 2,855,906</b>	<b>\$ 2,972,821</b>	<b>\$ 2,665,279</b>	<b>\$ 3,204,733</b>	<b>\$ 3,204,733</b>	<b>\$ 3,204,733</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Sanitation Operating Fund – Sanitation – Personnel and Capital Detail

**FUND 511 SANITATION  
DEPT 750 SANITATION**

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></b>
Public Works Director	1	1	1	1
Sanitation Supervisor	1	1	1	1
Equipment Operator	2	2	2	2
Refuse Driver	11	9	9	9
Senior Administrative Assistant	1	1	1	1
Sanitation Maintenance Tech	1	1	1	1
Sanitation Collector	14	16	16	16
<b>TOTAL</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>31</b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Sanitation Operating Fund – Transfers – Summary**

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

---

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

---

2021 Accomplishments:      N/A

---

2022 Objectives:              N/A

---

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

<b>FUND 511 SANITATION DEPT 900 TRANSFERS</b>				
<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$2,210,489</b>	<b>\$1,760,615</b>	<b>\$1,760,615</b>	<b>\$2,259,180</b>	<b>\$2,259,180</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Sanitation Operating Fund – Transfers – Line Item Detail

<b><i>TRANSFERS OUT</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 REQUEST</i></b>	<b><i>CITY MGR REC</i></b>	<b><i>2021-22 APPROVED</i></b>
59101 GENERAL FUND	\$ 1,382,871	\$ 1,472,219	\$ 1,472,219	\$ 1,557,445	\$ 1,557,445	\$ 1,557,445
59670 STABILIZATION RESERVE FUND	87,618	88,396	88,396	95,244	95,244	95,244
59675 CAPITAL RESERVE FUND	740,000	200,000	200,000	606,491	606,491	606,491
<b>TOTAL TRANSFERS</b>	<b>\$ 2,210,489</b>	<b>\$ 1,760,615</b>	<b>\$ 1,760,615</b>	<b>\$ 2,259,180</b>	<b>\$ 2,259,180</b>	<b>\$ 2,259,180</b>
<b><i>TOTAL BUDGET</i></b>	<b>\$ 2,210,489</b>	<b>\$ 1,760,615</b>	<b>\$ 1,760,615</b>	<b>\$ 2,259,180</b>	<b>\$ 2,259,180</b>	<b>\$ 2,259,180</b>

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
Adams Municipal Golf Course Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Golf Course	\$ 458,295	\$ 498,740	\$ 501,091	\$ 543,684
Reserves: Contingency	-	9,838	-	10,874
Compensated Absences Reserve	-	6,003	-	6,003
<b>Total Expenditures and Reserves</b>	<b>\$ 458,295</b>	<b>\$ 514,581</b>	<b>\$ 501,091</b>	<b>\$ 560,561</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Charges for Services	\$ 307,324	\$ 314,700	\$ 368,592	\$ 368,500
Interest and Investment Income	1,057	-	-	-
Transfer In: From General	173,382	137,296	137,296	58,804
Fund Balance	51,926	55,751	128,460	133,257
<b>Total Available for Appropriation</b>	<b>\$ 533,689</b>	<b>\$ 507,747</b>	<b>\$ 634,348</b>	<b>\$ 560,561</b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Adams Municipal Golf Course Fund – Golf Course – Summary**

Department Mission: To provide a top quality public golf course at competitive rates with all of the features and benefits of a full-service golf facility.

Department Description: The Adams Municipal Golf Course is a full-service golf facility featuring an eighteen-hole course, driving range, pro shop, and cart rentals. The facility has a maintenance staff and a professional golf staff. Golf lessons and clinics are available to the public. This facility is operated by the City with the advice of the Adams Golf Course Operating Committee.

2021 Accomplishments: 

- Secured funding to rebuild 9 greens
- Improved soil conditions in rough areas

2022 Objectives: 

- Continue promoting play via social media
- Continue improving the rough

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 golf course director funds the operations of the Pro Shop, and the City incurs no expenses and obtains no revenues from its operation.

**FUND 513 GOLF COURSE**  
**DEPT 445 GOLF COURSE**

2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED BUDGET
\$458,295	\$498,740	\$501,091	\$543,684	\$543,684



**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**Adams Municipal Golf Course Fund – Golf Course – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
51110 REGULAR SALARIES	\$ 160,443	\$ 168,834	\$ 166,390	\$ 207,688	\$ 207,688	\$ 207,688
51120 OVERTIME	-	1,000	1,000	1,000	1,000	1,000
51130 FICA	11,644	13,000	12,185	14,000	14,000	14,000
51140 GROUP INSURANCE	31,040	27,190	27,190	30,929	30,929	30,929
51150 DB RETIREMENT	30,462	33,000	32,990	40,000	40,000	40,000
51170 WORKER'S COMPENSATION	3,222	1,866	1,866	2,017	2,017	2,017
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 236,811</b>	<b>\$ 244,890</b>	<b>\$ 241,621</b>	<b>\$ 295,634</b>	<b>\$ 295,634</b>	<b>\$ 295,634</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 25,223	\$ 37,600	\$ 37,594	\$ 24,800	\$ 24,800	\$ 24,800
52310 UTILITIES & COMMUNICATIONS	15,332	21,200	16,958	21,200	21,200	21,200
52410 PROFESSIONAL SERVICES	84,961	86,650	105,472	93,650	93,650	93,650
52510 OTHER SERVICES	4,906	10,000	4,309	5,000	5,000	5,000
52610 MAINT. & REPAIR SERVICE	2,531	3,000	986	8,000	8,000	8,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 132,953</b>	<b>\$ 158,450</b>	<b>\$ 165,319</b>	<b>\$ 152,650</b>	<b>\$ 152,650</b>	<b>\$ 152,650</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 487	\$ 1,000	\$ 1,101	\$ 1,000	\$ 1,000	\$ 1,000
53210 JANITORIAL SUPPLIES	2,228	2,400	2,680	2,400	2,400	2,400
53310 GENERAL SUPPLIES	42,966	43,000	43,829	43,000	43,000	43,000
53410 TOOLS & EQUIPMENT	1,381	1,000	810	1,000	1,000	1,000
53510 FUEL	6,001	8,000	7,195	8,000	8,000	8,000
53610 MAINT. & REPAIR MATERIALS	35,468	40,000	38,536	40,000	40,000	40,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 88,531</b>	<b>\$ 95,400</b>	<b>\$ 94,151</b>	<b>\$ 95,400</b>	<b>\$ 95,400</b>	<b>\$ 95,400</b>
<b>TOTAL BUDGET</b>	<b>\$ 458,295</b>	<b>\$ 498,740</b>	<b>\$ 501,091</b>	<b>\$ 543,684</b>	<b>\$ 543,684</b>	<b>\$ 543,684</b>

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget**

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

**FUND 513 GOLF COURSE  
DEPT 445 GOLF COURSE**

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

<b><i>CLASSIFICATION</i></b>	<b><i>2019-20 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2020-21 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2021-22 BUDGETED NUMBER OF EMPLOYEES</i></b>
Golf Course Superintendent	1	1	1	1
Golf Course Supervisor	1	1	1	1
Maintenance Worker	1	1	1	2
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>4</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Sooner Pool Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Sooner Pool	\$ 31,755	\$ 47,590	\$ 43,911	\$ 50,040
Reserves:           Contingency	-	952	-	1,001
<b>Total Expenditures and Reserves</b>	<b><u>\$ 31,755</u></b>	<b><u>\$ 48,542</u></b>	<b><u>\$ 43,911</u></b>	<b><u>\$ 51,041</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Interest and Investment Income	\$ 103	\$ -	\$ -	\$ -
Donations and Miscellaneous	-	-	1,000	-
Transfer In:           From General	44,750	37,360	37,360	40,546
Fund Balance	5,666	11,182	16,046	10,495
<b>Total Available for Appropriation</b>	<b><u>\$ 50,519</u></b>	<b><u>\$ 48,542</u></b>	<b><u>\$ 54,406</u></b>	<b><u>\$ 51,041</u></b>

***CITY OF BARTLESVILLE***  
**2021-22 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.

2021 Accomplishments:

- Successfully negotiated a management agreement with the YMCA for the operation of Frontier and Sooner Swimming Pools for the Summer 2021 season
- Installed new diving board

2022 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
- Prepare for upcoming expansion of Sooner pool

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

**FUND 515 SOONER POOL  
DEPT 433 POOLS**

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$31,755</b>	<b>\$47,590</b>	<b>\$43,911</b>	<b>\$50,040</b>	<b>\$50,040</b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Sooner Pool Fund – Swimming Pool – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
52310 UTILITIES & COMMUNICATIONS	\$ 5,302	\$ 6,640	\$ 5,654	\$ 6,640	\$ 6,640	\$ 6,640
52410 PROFESSIONAL SERVICES	19,650	30,000	33,857	30,000	30,000	30,000
52510 OTHER SERVICES	306	300	-	300	300	300
52610 MAINT. & REPAIR SERVICE	530	400	401	400	400	400
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 25,788</b>	<b>\$ 37,340</b>	<b>\$ 39,912</b>	<b>\$ 37,340</b>	<b>\$ 37,340</b>	<b>\$ 37,340</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53310 GENERAL SUPPLIES	\$ 2,086	\$ 6,000	\$ 2,050	\$ 8,450	\$ 8,450	\$ 8,450
53410 TOOLS & EQUIPMENT	-	250	-	250	250	250
53610 MAINT. & REPAIR MATERIALS	3,881	4,000	1,949	4,000	4,000	4,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 5,967</b>	<b>\$ 10,250</b>	<b>\$ 3,999</b>	<b>\$ 12,700</b>	<b>\$ 12,700</b>	<b>\$ 12,700</b>
<b>TOTAL BUDGET</b>	<b>\$ 31,755</b>	<b>\$ 47,590</b>	<b>\$ 43,911</b>	<b>\$ 50,040</b>	<b>\$ 50,040</b>	<b>\$ 50,040</b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Frontier Pool Fund – Expenditure and Revenue Summary**

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Frontier Pool	\$ 38,551	\$ 60,620	\$ 61,735	\$ 62,765
Reserves:           Contingency	-	1,212	-	1,255
<b>Total Expenditures and Reserves</b>	<b><u>\$ 38,551</u></b>	<b><u>\$ 61,832</u></b>	<b><u>\$ 61,735</u></b>	<b><u>\$ 64,020</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Interest and Investment Income	\$ 552	\$ -	\$ -	\$ -
Grants	-	-	6,500	-
Transfer In:           From General	49,681	35,806	35,806	50,404
Fund Balance	23,669	26,026	33,045	13,616
<b>Total Available for Appropriation</b>	<b><u>\$ 73,902</u></b>	<b><u>\$ 61,832</u></b>	<b><u>\$ 75,351</u></b>	<b><u>\$ 64,020</u></b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Frontier Pool Fund – Swimming Pool – Summary**

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

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

2021 Accomplishments:

- Successfully negotiated a management agreement with the YMCA for the operation of Frontier and Sooner Swimming Pools for the Summer 2021 season
- Replaced faulty pump

2022 Objectives:

- Continue to work with the YMCA to explore opportunities to maximize the public's opportunities to use Frontier Swimming Pool and minimize the public cost of operation

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

**FUND 516 FRONTIER POOL  
DEPT 432 POOLS**

2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED BUDGET
\$38,551	\$60,620	\$61,735	\$62,765	\$62,765

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Frontier Pool Fund – Swimming Pool – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
52310 UTILITIES & COMMUNICATIONS	\$ 12,074	\$ 13,865	\$ 7,781	\$ 13,865	\$ 13,865	\$ 13,865
52410 PROFESSIONAL SERVICES	19,650	35,500	43,286	35,500	35,500	35,500
52510 OTHER SERVICES	497	300	-	300	300	300
52610 MAINT. & REPAIR SERVICE	125	400	401	400	400	400
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 32,346</b>	<b>\$ 50,065</b>	<b>\$ 51,468</b>	<b>\$ 50,065</b>	<b>\$ 50,065</b>	<b>\$ 50,065</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53310 GENERAL SUPPLIES	\$ 3,052	\$ 6,305	\$ 3,193	\$ 8,450	\$ 8,450	\$ 8,450
53410 TOOLS & EQUIPMENT	-	250	-	250	250	250
53610 MAINT. & REPAIR MATERIALS	3,153	4,000	7,074	4,000	4,000	4,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 6,205</b>	<b>\$ 10,555</b>	<b>\$ 10,267</b>	<b>\$ 12,700</b>	<b>\$ 12,700</b>	<b>\$ 12,700</b>
<b>TOTAL BUDGET</b>	<b>\$ 38,551</b>	<b>\$ 60,620</b>	<b>\$ 61,735</b>	<b>\$ 62,765</b>	<b>\$ 62,765</b>	<b>\$ 62,765</b>



# INTERNAL SERVICE FUNDS



*PAGE LEFT BLANK INTENTIONALLY*

**CITY OF BARTLESVILLE**  
**2021-22 Operating Budget**  
**Internal Service Funds – Summary by Fund or Source**

**Expenditures and Reserves**

<b>EXPENDITURES BY FUND</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Workers' Compensation	\$ 142,675	\$ 425,000	\$ 140,882	\$ 430,000
Health Insurance	3,381,074	3,933,182	3,648,390	3,759,753
Auto Collision Insurance	27,993	337,407	45,000	443,559
Stabilization Reserve	-	9,339,428	-	10,211,008
Capital Reserve	3,175,812	16,659,591	3,077,530	14,588,000
<b>Total Expenditures and Reserves</b>	<b>\$ 6,727,554</b>	<b>\$ 30,694,608</b>	<b>\$ 6,911,802</b>	<b>\$ 29,432,320</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Interest and Investment Income	\$ 8,027	\$ 2,500	\$ -	\$ -
Donations and Miscellaneous	47,013	-	6,050	-
Employee Contributions	429,752	429,000	448,144	400,000
Retiree Contributions	80,698	145,000	74,867	125,000
Contributions from Operating Departments	257,681	150,966	150,966	163,134
Reimbursement of Operations	2,819,436	2,519,598	2,519,598	2,866,626
Reimbursement by Contract	373,607	300,000	153,476	300,000
Wastewater capital investment fee	1,894,537	2,100,000	2,437,578	2,766,379
Water capital investment fee	1,040,901	1,050,000	1,125,391	1,099,557
Debt proceeds	-	8,500,000	1,039,000	7,461,000
Transfers In: General Fund	776,846	2,220,895	2,220,895	2,413,939
Wastewater	112,815	117,945	117,945	118,567
Water	158,460	161,225	161,225	168,830
Sanitation	827,618	288,396	288,396	701,735
Fund Balance	18,048,684	18,244,630	19,026,239	22,882,968
<b>Total Available for Appropriation</b>	<b>\$ 26,876,075</b>	<b>\$ 36,230,155</b>	<b>\$ 29,769,770</b>	<b>\$ 41,467,735</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Worker's Compensation Fund– Summary

Fund Mission: N/A

---

Fund Description: The Worker's Compensation Fund was established to account for the disbursement of funds to pay the City's Worker's compensation claims. The City is self-insured and holds no worker's compensation policy, preferring to be "own-risk" insured.

---

2021 Accomplishments: N/A

---

2022 Objectives: N/A

---

Budget Highlights: The only expenditures in this fund are worker's compensation claims and administrative fees that are paid from the General Services Department.

**CITY OF BARTLESVILLE**  
 2021-22 Operating Budget  
 Worker's Compensation Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Work Comp Claims	\$ 130,008	\$ 400,000	\$ 110,882	\$ 400,000
Administration	12,667	25,000	30,000	30,000
Total Expenditures	<b>\$ 142,675</b>	<b>\$ 425,000</b>	<b>\$ 140,882</b>	<b>\$ 430,000</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Interest and Investment Income	\$ 3,820	\$ -	\$ -	\$ -
Donations and Miscellaneous	9,803	-	-	-
Contributions from Operating Departments	257,681	150,966	150,966	163,134
Fund Balance	128,154	274,034	256,782	266,866
Total Available for Appropriation	<b>\$ 399,458</b>	<b>\$ 425,000</b>	<b>\$ 407,748</b>	<b>\$ 430,000</b>

## ***CITY OF BARTLESVILLE***

### **2021-22 Operating Budget Health Insurance Fund– Summary**

Fund Mission: N/A

---

Fund Description: The Health Insurance Fund was established to account for the receipt and disbursement of funds related to the City's health insurance claims. The City is self-insured and holds only a stop loss health insurance policy that prevents individual claims from exceeding \$75,000.

---

2021 Accomplishments: N/A

---

2022 Objectives: N/A

---

Budget Highlights: The only expenditures in this fund are health insurance claims and administrative fees that are paid from the General Services Department.

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
Health Insurance Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Medical/Dental Claims	\$ 2,744,454	\$ 3,180,000	\$ 2,898,390	\$ 2,993,594
Administration and Consultant Fees	636,620	753,182	750,000	766,159
Total Expenditures	<u><b>\$ 3,381,074</b></u>	<u><b>\$ 3,933,182</b></u>	<u><b>\$ 3,648,390</b></u>	<u><b>\$ 3,759,753</b></u>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Employee Contributions	\$ 429,752	\$ 429,000	\$ 448,144	\$ 400,000
Retiree Contributions	80,698	145,000	74,867	125,000
Investment Earnings	4,207	2,500	-	-
Reimbursement of Operations	2,819,436	2,519,598	2,519,598	2,866,626
Reimbursement by Contract	373,607	300,000	153,476	300,000
Fund Balance	343,215	537,084	520,432	68,127
Total Available for Appropriation	<u><b>\$ 4,050,915</b></u>	<u><b>\$ 3,933,182</b></u>	<u><b>\$ 3,716,517</b></u>	<u><b>\$ 3,759,753</b></u>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Auto Collision Insurance Fund– Summary

Fund Mission: N/A

---

Fund Description: The Auto Collision Fund was established to help mitigate the City’s self-insurance risk as it applies to automobile physical damage and collision. The City insures all vehicles for liability damage, and the City’s employees while operating the vehicles are covered by Worker’s Compensation Insurance. However, the City is “own risk” for purposes of auto collision and physical damage.

---

2021 Accomplishments: N/A

---

2022 Objectives: N/A

---

Budget Highlights: The only budgeted expenditures for this fund are for the payment of auto physical damage and collision claims.



**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
Auto Collision Insurance Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Auto Collision Claims	\$ 27,993	\$ 337,407	\$ 45,000	\$ 443,559
Total Expenditures	<u>\$ 27,993</u>	<u>\$ 337,407</u>	<u>\$ 45,000</u>	<u>\$ 443,559</u>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Donations and Miscellaneous	\$ 37,210	\$ -	\$ 6,050	\$ -
Transfers In: General Fund	25,000	25,000	25,000	25,000
Wastewater	25,000	25,000	25,000	25,000
Water	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
Fund Balance	<u>248,292</u>	<u>337,171</u>	<u>332,509</u>	<u>368,559</u>
Total Available for Appropriation	<u>\$ 360,502</u>	<u>\$ 412,171</u>	<u>\$ 413,559</u>	<u>\$ 443,559</u>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Stabilization Reserve Fund– Summary

Fund Mission: N/A

---

Fund Description: The Stabilization Reserve Fund was established by an ordinance of the Council, which was adopted in fiscal year 2010-11. This ordinance was effective for all fiscal years beginning after July 1, 2011. This fund receives contributions from the operating funds in accordance with this ordinance and provides a means to account for these balances. All balances held in this fund are restricted in accordance with the enabling legislation.

---

2021 Accomplishments: N/A

---

2022 Objectives: N/A

---

Budget Highlights: This fund has no budgeted expenditures and all amounts held in this fund are restricted in accordance with the City's Stabilization Reserve Fund ordinance.

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
Stabilization Reserve Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
General Fund Reserve	\$ -	\$ 5,942,093	\$ -	\$ 6,481,032
Wastewater Fund Reserve	-	891,261	-	984,828
Water Fund Reserve	-	1,511,292	-	1,655,122
Sanitation Fund Reserve	-	994,782	-	1,090,026
Total Expenditures and Reserves	<u>\$ -</u>	<u>\$ 9,339,428</u>	<u>\$ -</u>	<u>\$ 10,211,008</u>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Transfers In: General Fund	\$ 471,846	\$ 1,495,895	\$ 1,495,895	\$ 538,939
Wastewater	87,815	92,945	92,945	93,567
Water	133,460	136,225	136,225	143,830
Sanitation	<u>87,618</u>	<u>88,396</u>	<u>88,396</u>	<u>95,244</u>
Fund Balance	<u>6,741,428</u>	<u>7,508,884</u>	<u>7,525,967</u>	<u>9,339,428</u>
Total Available for Appropriation	<u>\$ 7,522,167</u>	<u>\$ 9,322,345</u>	<u>\$ 9,339,428</u>	<u>\$ 10,211,008</u>

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget Capital Reserve Fund– Summary**

Fund Mission: N/A

---

Fund Description: The Capital Reserve Fund was established by an ordinance of the Council, which was adopted in fiscal year 2010-11. This ordinance was effective for all fiscal years beginning after July 1, 2011. However, the ordinance allowed a grace period for all funds that were required to participate, so that long-term capital plans may be formed prior to participation in this fund. This fund receives contributions from the operating funds in accordance with this ordinance and provides a means to account for these balances. All balances held in this fund are restricted in accordance with the enabling legislation.

---

2021 Accomplishments: N/A

---

2022 Objectives: N/A

---

Budget Highlights: This fund has no budgeted expenditures and all amounts held in this fund are restricted in accordance with the City's Capital Reserve Fund ordinance.

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
Capital Reserve Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
General	\$ 116,910	\$ 243,400	\$ 238,720	\$ 1,850,500
Wastewater	555,582	3,525,000	156,000	2,800,000
Water	853,895	12,396,191	2,293,300	9,287,500
Sanitation	<u>1,649,425</u>	<u>495,000</u>	<u>389,510</u>	<u>650,000</u>
Total Expenditures	<u><b>\$ 3,175,812</b></u>	<u><b>\$16,659,591</b></u>	<u><b>\$ 3,077,530</b></u>	<u><b>\$14,588,000</b></u>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Wastewater capital investment fee	\$ 1,894,537	\$ 2,100,000	\$ 2,437,578	\$ 2,766,379
Water capital investment fee	1,040,901	1,050,000	1,125,391	1,099,557
Grant	35,934	-	25,000	-
Debt proceeds	-	8,500,000	1,039,000	7,461,000
Transfers In: General	280,000	700,000	700,000	1,850,000
Sanitation	<u>740,000</u>	<u>200,000</u>	<u>200,000</u>	<u>606,491</u>
Fund Balance	<u>10,587,595</u>	<u>9,587,457</u>	<u>10,390,549</u>	<u>12,839,988</u>
Total Available for Appropriation	<u><b>\$14,578,967</b></u>	<u><b>\$22,137,457</b></u>	<u><b>\$15,917,518</b></u>	<u><b>\$26,623,415</b></u>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Capital Reserve Fund Capital Outlay Detail**

***Capital Schedule***

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
155	N/A	Zero Turn Mower	\$ -	\$ -	\$ 6,500	\$ -
170	19009	Tyler Doc Mgmt (25% - replace Fortis)	1,925	-	-	-
170	N/A	City APP Development	-	10,000	10,000	-
170	19011	Tyler Incode Court (replace Sleuth)	92,003	-	28,000	-
170	20010	COVID-19	22,982	-	11,720	-
170	New	City Hall Restroom Remodel	-	-	-	300,000
170	New	City Hall Lighting and Energy Eff upgrades	-	-	-	200,000
170	New	City Hall HVAC Controls Retrofit	-	-	-	100,000
170	New	City Hall Staircase Column Rehabilitation	-	-	-	20,000
174	New	Casket Lift	-	-	-	7,000
185	N/A	Replace PC's and Update MS Office	-	49,400	49,400	-
185	N/A	Microsoft Upgrade(New World)	-	30,000	30,000	-
195	New	Paint Municipal Garage	-	-	-	20,000
195	New	Fuel Pump Replacement	-	-	-	27,500
195	New	R1234AC Recovery System	-	-	-	12,000
250	New	SCBA Compressor	-	-	-	55,000
270	18034	Replacement of Tasers (5 yr capital lease)	-	16,000	15,600	-
328	19012	Impv to Turn Lane at Eastland shopping Cent	-	113,000	62,500	-
328	New	Wheel Loader	-	-	-	200,000
328	New	Motor Grader	-	-	-	275,000
328	New	Thermoplastic Striper	-	-	-	15,000
328	New	TAP Grant- Shawnee Sidewalk Match	-	-	-	90,000
328	New	CDBG 2020 Matching Funds	-	-	-	200,000
328	New	Tuxedo Reclamite Prev. Maint. App	-	-	-	70,000
421	New	Automatic Sliding Doors	-	-	-	24,000

**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
Capital Reserve Fund Capital Outlay Detail  
(continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 BUDGET
431	N/A	6-Foot Deck Mower	-	25,000	25,000	-
431	New	Backhoe	-	-	-	175,000
431	New	Bucket Truck	-	-	-	35,000
431	New	Equipment Trailer	-	-	-	10,000
445	New	Zero Turn Mower	-	-	-	15,000
		<b>Total General Fund</b>	<b>116,910</b>	<b>243,400</b>	<b>238,720</b>	<b>1,850,500</b>
710	17042	Replace Lift Station Telemetry (SCADA)	520	100,000	-	-
710	New	Engineering Design for WWTP Expansion	-	-	-	1,700,000
710	New	Replace farm tractor for land application of bic	-	-	-	250,000
710	18039	Engin & Design for WWTP & Water reuse	-	3,000,000	156,000	-
710	New	Replace injection unit for land application of b	-	-	-	75,000
710	New	Replace Vacuum tank trailer for land applicati	-	-	-	50,000
710	N/A	Replace Tractor for application of biosolides	-	170,000	-	-
710	N/A	1/2 Ton Regular Cab Pickup (4x4)	-	30,000	-	30,000
710	New	Backup pump for Golf Course, Hillcrest and V	-	-	-	25,000
710	New	Replace Comanche Generator and Control Pa	-	-	-	80,000
		<b>Total Wastewater Plant</b>	<b>520</b>	<b>3,300,000</b>	<b>156,000</b>	<b>2,210,000</b>
715	19014	Harvard Sewer Rehab Phase II	553,137	-	-	-
715	19009	Tyler Utility Billing (33% of total)	1,925	-	-	65,000
715	N/A	Nebraska & Maple Lift station and FM replace	-	-	-	200,000
715	N/A	Sewer Line Point Repairs/Replacement (conti	-	-	-	150,000
715	N/A	Turkey Creek 36" Sewer Line Rehab (design)	-	-	-	175,000
715	N/A	Maple Lift Station and FM design	-	200,000	-	-
715	N/A	Replace Sewer Lines in-house (materials only	-	25,000	-	-
		<b>Total Wastewater Maintenance</b>	<b>555,062</b>	<b>225,000</b>	<b>-</b>	<b>590,000</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Capital Reserve Fund Capital Outlay Detail  
(continued)

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
720	New	Risk and Resiliency Assessment Improv.	-	-	-	50,000
720	N/A	Refurbish Peristaltic Pumps	-	-	-	50,000
720	N/A	1/2 ton Truck	-	25,000	24,144	30,000
720	19016	Pump Station and Force Main for WW Reuse	27,989	9,000,000	1,300,000	8,000,000
720	N/A	PLC Replacement - Pump Stations	-	50,000	-	130,000
720	N/A	Server Replacement	-	10,000	-	-
		<b>Total Water Plant</b>	<b>27,989</b>	<b>9,085,000</b>	<b>1,324,144</b>	<b>8,260,000</b>
725	19009	Tyler Utility Billing (33% of total)	1,925	-	-	65,000
725	N/A	Replace Truck Shed	-	225,000	-	225,000
725	20007	Renovate and Expand Water Utilities Building	717,623	836,191	803,703	-
		<b>Total Water Administration</b>	<b>719,548</b>	<b>1,061,191</b>	<b>803,703</b>	<b>290,000</b>



**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
Capital Reserve Fund Capital Outlay Detail  
(continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 BUDGET
730	19017	20" Water Line (FPB, Silver Lake to Highway	106,358	1,850,000	38,847	-
730	N/A	Replace Water Lines in-House (material only)	-	100,000	-	350,000
730	N/A	Mueller Communication Upgrade	-	225,000	-	350,000
730	N/A	Skid Steer	-	-	37,450	-
730	N/A	1-ton truck with flatbed dump	-	40,000	58,015	-
730	N/A	3/4 ton extended cab 4x4	-	35,000	31,141	37,500
		<b>Total Water Distribution</b>	<b>106,358</b>	<b>2,250,000</b>	<b>165,453</b>	<b>737,500</b>
750	19009	Tyler Utility Billing (33% of total)	1,925	-	-	65,000
750	New	Washout Station	-	-	-	250,000
750	N/A	Street Sweeper	433,000	-	-	-
750	N/A	Grappler Loader Truck	-	160,000	-	160,000
750	N/A	2 Rear Load Refuse Trucks	-	300,000	355,000	-
750	N/A	Automated Trash Trucks	1,214,500	-	-	-
750	N/A	Half Ton Pickup	-	35,000	34,510	-
750	N/A	Roll Off Refuse Truck	-	-	-	175,000
		<b>Total Sanitation</b>	<b>1,649,425</b>	<b>495,000</b>	<b>389,510</b>	<b>650,000</b>
<b>TOTAL</b>			<b>\$ 3,175,812</b>	<b>\$ 16,659,591</b>	<b>\$ 3,077,530</b>	<b>\$ 14,588,000</b>

*PAGE LEFT BLANK INTENTIONALLY*

# FIDUCIARY FUNDS



*PAGE LEFT BLANK INTENTIONALLY*

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Mausoleum Endowment Fund – Summary

Fund Mission: To provide the appropriate level of fiduciary care relating to the investment and expenditure of the trust fund, and to provide for maintenance and improvement of the mausoleum.

Fund Description: The Mausoleum Endowment Fund was established to account for funds that were already on deposit for the care and improvement of the mausoleum when the City took possession of it.

2021 Accomplishments: • No projects were scheduled

2022 Objectives: • Make masonry repairs to exterior of the Mausoleum

Budget Highlights: The only budget expenditures in this fund are for miscellaneous improvements to the mausoleum.

FUND 773 MAUSOLEUM TRUST DEPT 173 MAUSOLEUM				
2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED BUDGET
\$0	\$8,323	\$400	\$8,323	\$8,323

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Mausoleum Endowment Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Mausoleum	\$ -	\$ 8,323	\$ 400	\$ 8,185
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 8,323</b>	<b>\$ 400</b>	<b>\$ 8,185</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Interest and Investment Income	\$ 263	\$ -	\$ 86	\$ -
Fund Balance	8,237	8,323	8,499	8,185
<b>Total Available for Appropriation</b>	<b>\$ 8,500</b>	<b>\$ 8,323</b>	<b>\$ 8,585</b>	<b>\$ 8,185</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
Mausoleum Endowment Fund – Line Item Detail

<b><i>MATERIALS &amp; SUPPLIES</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 REQUEST</i></b>	<b><i>CITY MGR REC</i></b>	<b><i>2021-22 APPROVED</i></b>
53610 MAINT. & REPAIR MATERIALS	\$ -	\$ 8,323	\$ 400	\$ 8,185	\$ 8,185	\$ 8,185
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ -</b>	<b>\$ 8,323</b>	<b>\$ 400</b>	<b>\$ 8,185</b>	<b>\$ 8,185</b>	<b>\$ 8,185</b>
<b><i>TOTAL BUDGET</i></b>	<b>\$ -</b>	<b>\$ 8,323</b>	<b>\$ 400</b>	<b>\$ 8,185</b>	<b>\$ 8,185</b>	<b>\$ 8,185</b>

*PAGE LEFT BLANK INTENTIONALLY*

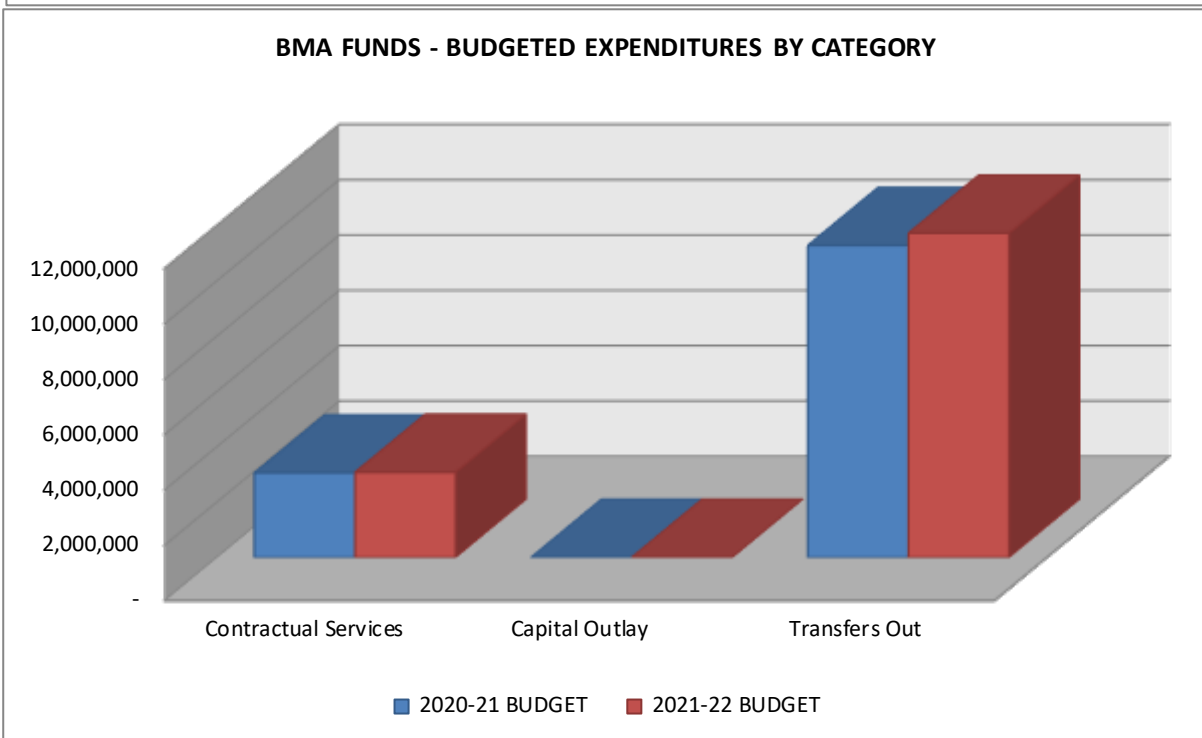
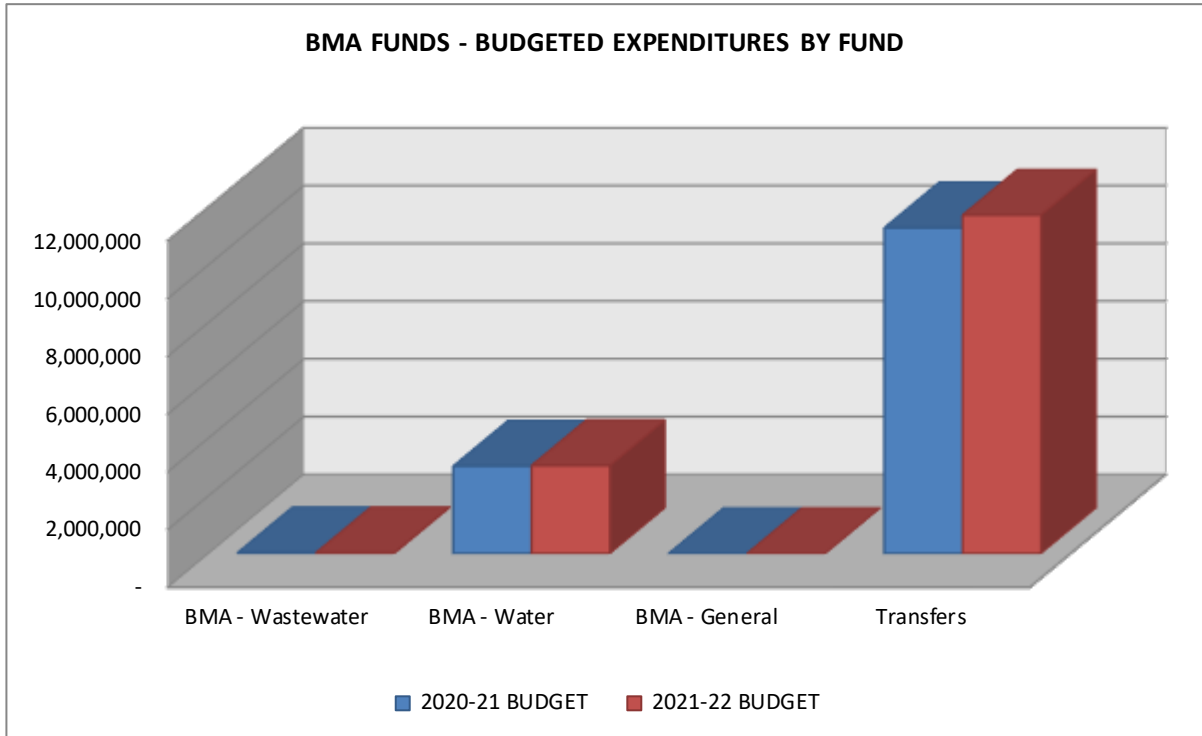


# **BARTLESVILLE MUNICIPAL AUTHORITY FUNDS**

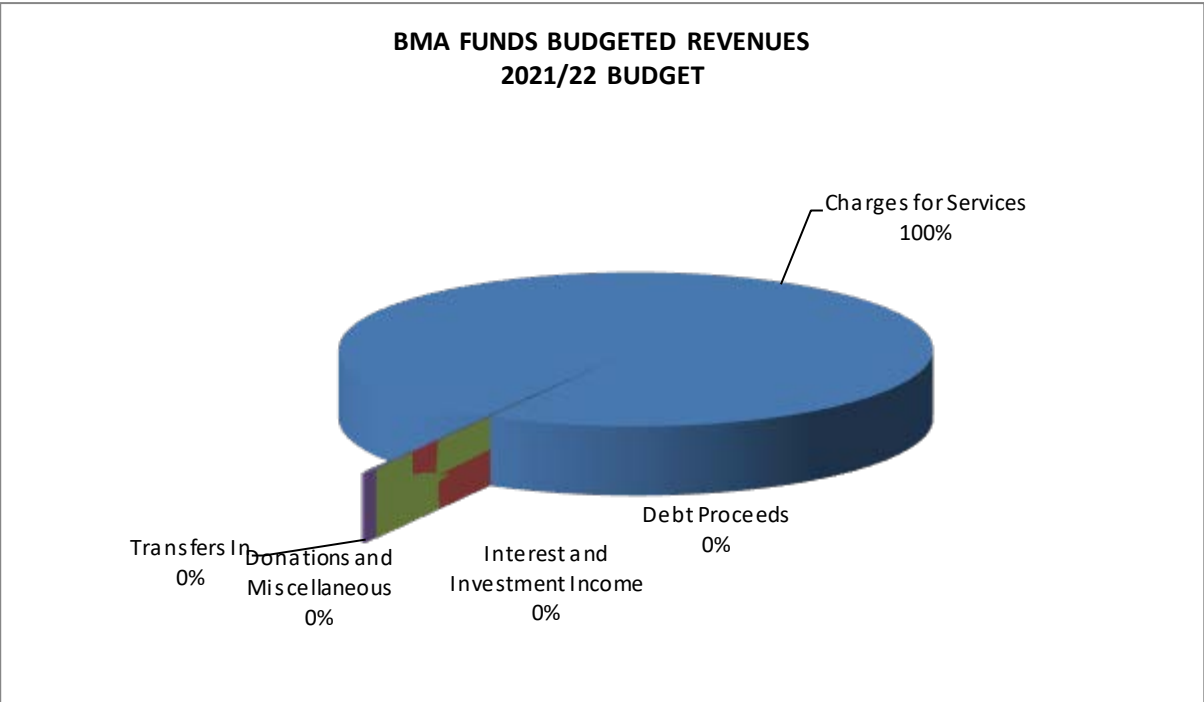
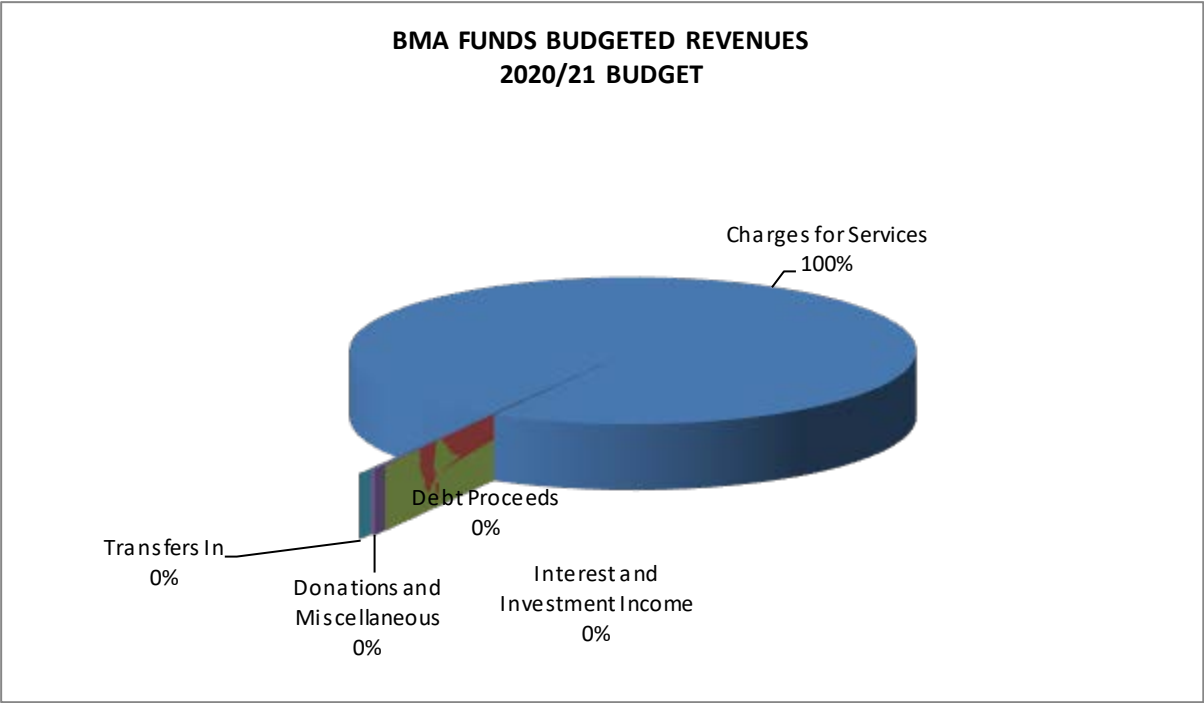


*PAGE LEFT BLANK INTENTIONALLY*

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**Bartlesville Municipal Authority Funds – Expenditure Graphs**



**CITY OF BARTLESVILLE**  
2021-22 Operating Budget  
Bartlesville Municipal Authority Funds – Revenue Graphs



**CITY OF BARTLESVILLE**  
 2021-22 Operating Budget  
 Bartlesville Municipal Authority – Summary by Fund or Source

**Expenditures and Reserves**

<b>EXPENDITURES BY FUND</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
BMA - Wastewater	\$ 28,282	\$ 29,000	\$ 28,518	\$ 28,400
BMA - Water	2,998,420	3,026,408	3,026,408	3,048,026
Transfers to: Wastewater Operating	4,546,368	4,824,591	4,824,591	4,574,224
Water Operating	5,884,198	6,453,922	6,453,922	7,146,368
<b>Total Expenditures</b>	<b>\$13,457,268</b>	<b>\$14,333,921</b>	<b>\$14,333,439</b>	<b>\$14,797,018</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 BUDGET</b>
Charges for Services	\$ 14,108,109	\$ 14,504,313	\$ 15,556,331	\$ 15,048,130
Interest and Investment Income	19,183	-	-	-
Donations and Miscellaneous	58,394	30,300	30,000	30,000
Fund Balance	1,694,972	1,185,727	2,444,699	3,697,591
<b>Total Available for Appropriation</b>	<b>\$15,880,658</b>	<b>\$15,720,340</b>	<b>\$18,031,030</b>	<b>\$18,775,721</b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
Bartlesville Municipal Authority – Expenditure Summary by Line Item

<b>CONTRACTUAL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
52210 FINANCIAL SERVICES	\$ 500	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
52910 DEBT SERVICE - INTEREST	1,276,169	1,301,000	1,300,518	941,864	941,864	941,864
52911 DEBT SERVICE - PRINCIPAL	1,750,033	1,749,408	1,749,408	2,129,562	2,129,562	2,129,562
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 3,026,702</b>	<b>\$ 3,055,408</b>	<b>\$ 3,054,926</b>	<b>\$ 3,076,426</b>	<b>\$ 3,076,426</b>	<b>\$ 3,076,426</b>
<b>TRANSFERS OUT</b>						
59509 WASTEWATER OPERATING	\$ 4,546,368	\$ 4,824,591	\$ 4,824,591	\$ 4,563,824	\$ 4,574,224	\$ 4,574,224
59510 WATER OPERATING	5,884,198	6,453,922	6,453,922	7,146,368	7,146,368	7,146,368
<b>TOTAL TRANSFERS</b>	<b>\$10,430,566</b>	<b>\$11,278,513</b>	<b>\$11,278,513</b>	<b>\$11,710,192</b>	<b>\$11,720,592</b>	<b>\$11,720,592</b>
<b>TOTAL BUDGET</b>	<b>\$13,457,268</b>	<b>\$14,333,921</b>	<b>\$14,333,439</b>	<b>\$14,786,618</b>	<b>\$14,797,018</b>	<b>\$14,797,018</b>

***CITY OF BARTLESVILLE***  
2021-22 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.

2021 Accomplishments: N/A

2022 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**

2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED BUDGET
\$28,282	\$29,000	\$28,518	\$28,400	\$28,400

**FUND 710 BMA - WASTEWATER  
DEPT 900 TRANSFERS**

2019-20 ACTUAL	2020-21 BUDGET	2020-21 ESTIMATE	2021-22 CITY MGR RECOMMENDS	2021-22 APPROVED BUDGET
\$4,546,368	\$4,824,591	\$4,824,591	\$4,574,224	\$4,574,224

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
BMA Wastewater Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
BMA Wastewater Operating	\$ 28,282	\$ 29,000	\$ 28,518	\$ 28,400
Transfers Out: To Wastewater <sup>1</sup>	<u>4,546,368</u>	<u>4,824,591</u>	<u>4,824,591</u>	<u>4,574,224</u>
<b>Total Expenditures</b>	<b><u>\$ 4,574,650</u></b>	<b><u>\$ 4,853,591</u></b>	<b><u>\$ 4,853,109</u></b>	<b><u>\$ 4,602,624</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Charges for Services	\$ 4,617,596	\$ 4,828,725	\$ 4,961,866	\$ 5,056,535
Donations and Miscellaneous	<u>58,394</u>	<u>30,300</u>	<u>30,000</u>	<u>30,000</u>
Fund Balance	<u>404,283</u>	<u>407,941</u>	<u>421,352</u>	<u>560,109</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 5,080,273</u></b>	<b><u>\$ 5,266,966</u></b>	<b><u>\$ 5,413,218</u></b>	<b><u>\$ 5,646,644</u></b>



***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**BMA Wastewater Fund – BMA Wastewater Operating – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
52910 DEBT SERVICE - INTEREST	\$ 657	\$ 1,000	\$ 518	\$ 400	\$ 400	\$ 400
52911 DEBT SERVICE - PRINCIPAL	27,625	28,000	28,000	28,000	28,000	28,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 28,282</b>	<b>\$ 29,000</b>	<b>\$ 28,518</b>	<b>\$ 28,400</b>	<b>\$ 28,400</b>	<b>\$ 28,400</b>
<b>TOTAL BUDGET</b>	<b>\$ 28,282</b>	<b>\$ 29,000</b>	<b>\$ 28,518</b>	<b>\$ 28,400</b>	<b>\$ 28,400</b>	<b>\$ 28,400</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
BMA Wastewater Fund – Transfers – Line Item Detail

<b>TRANSFERS OUT</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
59509 WASTEWATER OPERATING	\$ 4,546,368	\$ 4,824,591	\$ 4,824,591	\$ 4,563,824	\$ 4,574,224	\$ 4,574,224
<b>TOTAL TRANSFERS</b>	<u>\$ 4,546,368</u>	<u>\$ 4,824,591</u>	<u>\$ 4,824,591</u>	<u>\$ 4,563,824</u>	<u>\$ 4,574,224</u>	<u>\$ 4,574,224</u>
<b>TOTAL BUDGET</b>	<u>\$ 4,546,368</u>	<u>\$ 4,824,591</u>	<u>\$ 4,824,591</u>	<u>\$ 4,563,824</u>	<u>\$ 4,574,224</u>	<u>\$ 4,574,224</u>

# ***CITY OF BARTLESVILLE***

## **2021-22 Operating Budget BMA Water Fund – Summary**

Fund Mission: N/A

---

Fund Description: The BMA – Water Fund was established to provide for the issuance of debt secured by utility system revenues. The BMA – Water Operating department of this fund is used to provide for debt service payments on related water improvement revenue bonds and other related finance and operating expenses. The BMA – Water Construction department of this fund is used to provide for construction expenses related to the new water plant and the water distribution system.

---

2021 Accomplishments: N/A

---

2022 Objectives: N/A

---

Budget Highlights: The major expenditures in this fund are debt service payments and transfers. The transfer to the Water Fund is to fund the operating costs of the water utility. The transfer to the Health Insurance Fund is to help fund the initial reserve required to become a self-insured entity.

### **FUND 715 BMA - WATER DEPT 740 BMA - WATER OPERATING**

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$2,998,420</b>	<b>\$3,026,408</b>	<b>\$3,026,408</b>	<b>\$3,048,026</b>	<b>\$3,048,026</b>

***CITY OF BARTLESVILLE***

2021-22 Operating Budget  
BMA Water Fund – Summary  
(continued)

**FUND 715 BMA - WATER  
DEPT 900 TRANSFERS**

<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 CITY MGR RECOMMENDS</b>	<b>2021-22 APPROVED BUDGET</b>
<b>\$5,884,198</b>	<b>\$6,453,922</b>	<b>\$6,453,922</b>	<b>\$7,146,368</b>	<b>\$7,146,368</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
BMA Water Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
BMA - Water Operating	\$ 2,998,420	\$ 3,026,408	\$ 3,026,408	\$ 3,048,026
Transfers Out: To Water	<u>5,884,198</u>	<u>6,453,922</u>	<u>6,453,922</u>	<u>7,146,368</u>
<b>Total Expenditures</b>	<b><u>\$ 8,882,618</u></b>	<b><u>\$ 9,480,330</u></b>	<b><u>\$ 9,480,330</u></b>	<b><u>\$ 10,194,394</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 BUDGET</i></b>
Charges for Services	\$ 9,490,513	\$ 9,675,588	\$ 10,594,465	\$ 9,991,595
Interest and Investment Income	<u>19,183</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance	<u>1,290,689</u>	<u>777,786</u>	<u>2,023,347</u>	<u>3,137,482</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 10,800,385</u></b>	<b><u>\$ 10,453,374</u></b>	<b><u>\$ 12,617,812</u></b>	<b><u>\$ 13,129,077</u></b>

***CITY OF BARTLESVILLE***  
**2021-22 Operating Budget**  
**BMA Water Fund – BMA Water Operating – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2019-20 ACTUAL</b>	<b>2020-21 BUDGET</b>	<b>2020-21 ESTIMATE</b>	<b>2021-22 REQUEST</b>	<b>CITY MGR REC</b>	<b>2021-22 APPROVED</b>
52210 FINANCIAL SERVICES	\$ 500	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
52910 DEBT SERVICE - INTEREST	1,275,512	1,300,000	1,300,000	941,464	941,464	941,464
52911 DEBT SERVICE - PRINCIPAL	1,722,408	1,721,408	1,721,408	2,101,562	2,101,562	2,101,562
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 2,998,420</b>	<b>\$ 3,026,408</b>	<b>\$ 3,026,408</b>	<b>\$ 3,048,026</b>	<b>\$ 3,048,026</b>	<b>\$ 3,048,026</b>
<b>TOTAL BUDGET</b>	<b>\$ 2,998,420</b>	<b>\$ 3,026,408</b>	<b>\$ 3,026,408</b>	<b>\$ 3,048,026</b>	<b>\$ 3,048,026</b>	<b>\$ 3,048,026</b>

***CITY OF BARTLESVILLE***  
2021-22 Operating Budget  
BMA Water Fund – Transfers – Line Item Detail

<b><i>TRANSFERS OUT</i></b>	<b><i>2019-20 ACTUAL</i></b>	<b><i>2020-21 BUDGET</i></b>	<b><i>2020-21 ESTIMATE</i></b>	<b><i>2021-22 REQUEST</i></b>	<b><i>CITY MGR REC</i></b>	<b><i>2021-22 APPROVED</i></b>
59510 WATER OPERATING	\$ 5,884,198	\$ 6,453,922	\$ 6,453,922	\$ 7,146,368	\$ 7,146,368	\$ 7,146,368
<b>TOTAL TRANSFERS</b>	<b>\$ 5,884,198</b>	<b>\$ 6,453,922</b>	<b>\$ 6,453,922</b>	<b>\$ 7,146,368</b>	<b>\$ 7,146,368</b>	<b>\$ 7,146,368</b>
<b><i>TOTAL BUDGET</i></b>	<b>\$ 5,884,198</b>	<b>\$ 6,453,922</b>	<b>\$ 6,453,922</b>	<b>\$ 7,146,368</b>	<b>\$ 7,146,368</b>	<b>\$ 7,146,368</b>

*PAGE LEFT BLANK INTENTIONALLY*



# GLOSSARY



*PAGE LEFT BLANK INTENTIONALLY*

# ***CITY OF BARTLESVILLE***

## **2021-22 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***

## **2021-22 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***

## **2021-22 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***

## **2021-22 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***

## **2021-22 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.

*PAGE LEFT BLANK INTENTIONALLY*