

***CITY OF BARTLESVILLE, OKLAHOMA***  
***2024-2025 BUDGET***



**Prepared by:**

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City Manager

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CFO/City Clerk

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Finance Supervisor

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# INTRODUCTION



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# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget**

### **CITY OFFICIALS**

#### **Dale Copeland**

Mayor

Ward 1

*Term Expires: November 2024*



#### **Loren Roszel**

Council Member

Ward 2

*Term Expires: November 2024*



#### **Jim Curd**

Vice Mayor

Ward 3

*Term Expires: November 2024*



#### **Vacant**

Council Member

Ward 4

*Term Expires: November 2024*

#### **Trevor Dorsey**

Council Member

Ward 5

*Term Expires: November 2024*



# ***CITY OF BARTLESVILLE***

## **2024-25 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***

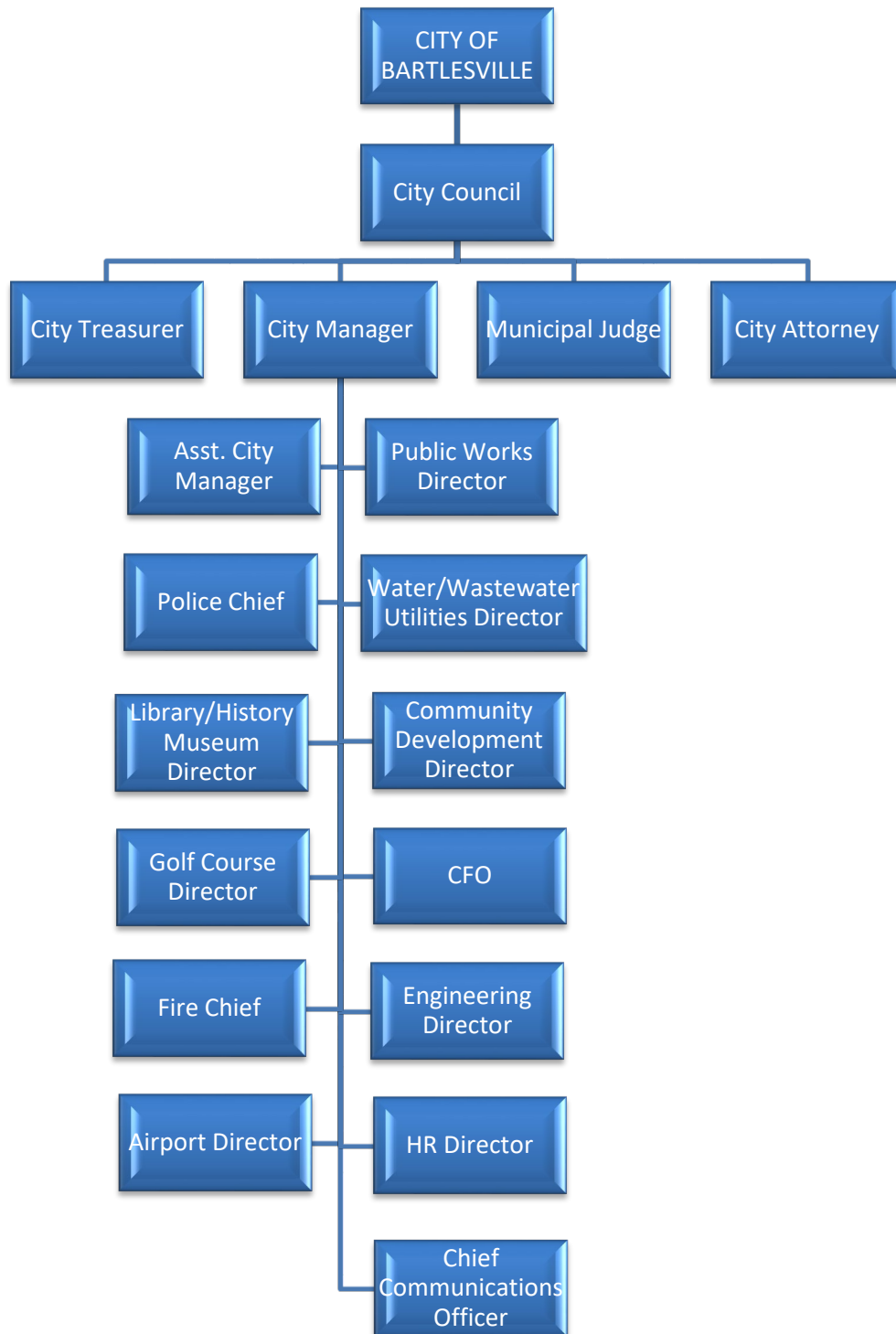
working together for positive results

### **MANAGEMENT STAFF:**

City Manager	Mike Bailey
Asst. City Manager	Laura Sanders
CFO/City Clerk	Jason Muninger
Human Resources-Interim	Robin Betts
City Attorney	Jess Kane
Municipal Judge	Alan Gentges
Community Development	Larry Curtis
Water and Wastewater	Terry Lauritsen
Engineering	Micah Siemers
Fire Chief	Harold Call
Golf Course	Jerry Benedict
Library/History Museum	Shellie McGill
Police Chief	Kevin Ickleberry
Public Works	Keith Henry
Chief Communications Officer	Kelli Williams
Airport	Michael Richardson

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget Organizational Chart**



# ***THE CITY OF BARTLESVILLE***

**Office of the City Manager**

401 SE Johnstone

Bartlesville, OK 74003



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April 11, 2024

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, 2024 and ending June 30, 2025 (FY 2024-25). 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**

Once again, we find the future of our region, state, and country to be somewhat clouded by factors well beyond our control. However, those factors that most influence the operation of our local government, sales tax, use tax, economic development, and relationships with business partners, are all reasons for optimism. Additionally, with the adoption of our Bartlesville NEXT strategic plan, our path forward has never been clearer.

In the next several months, we will again look at our Bartlesville NEXT plan and develop additional goals to continue improving our community and organization. Provisions for some of these as yet unidentified objectives are included in this budget along with funding for major objectives already identified in the plan.

While the Bartlesville NEXT plan lays out a long-term plan for our community and organization, the budget is the Council's annual planning tool that allows for the execution of our policies and plans. By adopting this budget, the Council provides direction and focus, and allocates resources to City staff for the next year.

This policy document is one of the most important functions of the City Council, and it is with great respect that I once again present a draft budget for your consideration.

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### Revenue

#### Sales and Use Tax

Over the last 10 years, the City's most important revenue source, sales tax, has undergone many ups and downs, which has resulted in service contractions and expansions to the citizens of Bartlesville. All City services were affected, and most departments suffered staffing decreases, including streets, parks, fire, police, and many other departments.

As we enter fiscal year 2024-25, our main revenue concern, as it is in most other years, is sales tax. The performance of sales tax in Fiscal Year 2023-24 was historic, and we expect to finish the year about \$30 thousand ahead of the previous fiscal year, which also produced record sales tax collections. However, despite the tremendous growth in sales tax over the last few years, there are still many unanswered questions for the near future, including:

- How much of our growth in sales tax was caused by inflation?
- Did increasing labor costs provide more money for citizens to spend, resulting in higher sales tax?
- What effect will the Fed raising interest rates have on the economy, and will the Fed continue to raise rates now that inflation appears to be cooling?
- Will the combination of all of these factors (inflation, labor cost inflation, labor pool shrinkage, and rising interest rates) lead to a recession?
- With all of the preceding factors considered, what do we believe a recession would do to sales tax revenues in the next fiscal year?

As with previous years, we have taken a conservative approach to estimating sales tax results, and due to the uncertainties mentioned above, we are budgeting for a 1.5% overall decline in sales tax from fiscal year 2023-24 to fiscal year 2024-25. This provides a \$349-thousand-dollar decrease in sales tax across the entire organization.

Our newest source of revenue is our use tax that went into effect on Jan. 1, 2023. Use tax is a companion tax to sales tax that was intended to close any loopholes in the sales tax law. In its simplest terms, use tax applies to anything that would have normally been subject to sales tax that didn't get charged sales tax. These transactions range from business assets purchased out of state to the more common online purchases.

We have now received twelve months of use tax at this point and have been pleasantly surprised by the results. In fiscal year 2023-24, we estimated that use tax would provide about \$2.5 million total, but actual results have far exceeded these early estimates. We now expect to receive about \$4.8 million in 2023-24. Based on these results, we are estimating \$4.5 million in Fiscal Year 2024-25.

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### **Utility Revenue**

The City completed a comprehensive water and wastewater rate study in fiscal year 2020-21. The study included recommendations for new rates sufficient to support the operations of the system and capital fees to support mandatory improvements to the system. 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 first year of the five-year rate structure effective on July 1, 2022, and later adopted a slightly modified version of our rate structure for years two through five of the plan. The fourth phase will go into effect with the fiscal year 2024-25 budget.

A summary of the increases for average residential customers is included below:

#### **Water Rates:**

- Water base rates will not increase
- Water incremental rates will not increase
- Water capital investment fees will increase by about 15.6%

#### **Wastewater Rates:**

- Wastewater base rates will increase by about 10.4%
- Wastewater incremental rates will increase by about 5.1%
- Wastewater capital investment fees will increase by about 7.2%

#### **Sanitation Rates:**

- Sanitation cart rates will increase by about 5.2%
- Sanitation commercial rates will increase by about 10%

### **Economic Outlook**

The same factors that influenced our sales tax estimates are impacting the rest of our local economy as well. There is increased competition for labor, which is resulting in a higher cost of labor. This is providing more income for our residents, but it has the potential to hamper business growth. Regardless, there are signs of growth in both our retail and primary jobs sectors.

Our restaurant offerings have increased over the last few years with the addition of a Schlotzsky's, Tropical Smoothie Café, Scooter's Coffee, HTeaO, Bricktown Brewery, Whataburger, Jimmy's Egg, Remi's Arcade, Palace Rooms, and Lollipops Woodfire and Grocery. Existing restaurants have also undergone substantial upgrades and expansions, including Luigi's, Wendy's, and McAlister's. This growth has fueled a facelift for some of our most prominent properties, and discussions about additional retail offerings in the next year are again positive.



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Primary job opportunities have also exploded over the last year. The Bartlesville Development Authority and the City Council approved major incentives for new businesses Lincoln Electric and Blue Whale and another major expansion of ABB. These three opportunities are expected to bring 230 new jobs to our community. Additionally, Buffalo Roam continues to make progress on their project to renovate the historic First Christian Church facility into a state-of-the-art sound stage and film academy.

In addition to this economic growth, there has been tremendous growth in our housing stock, but demand continues to outstrip supply for residential real estate. DR Horton has constructed around 100 new homes in the Park Place and Bison Trails additions. Brent Taylor has completed the infrastructure for 113 lots in the Stone Branch 3<sup>rd</sup> addition and construction of new homes has begun. Most recently, the City Council approved a PUD (Planned Unit Development) for the Oak Wood Addition of Oak Park. This development should provide over 100 new homes and is expected to begin within the next several months.

Overall, our economy appears to be performing well, but the same concerns addressed above related to sales tax could weigh on our local economy as well.

## **Personnel**

### **Staffing Levels**

Staff is proposing to add six new positions to the City of Bartlesville to meet the most prominent needs of our growing community. Four of these added positions will be funded through staffing reductions in other areas.

One of the fastest growing internal responsibilities of the City are the increased demands related to expanding information technology. As such, we are proposing to add an application specialist to our IT staff. This position will be responsible for managing all of the applications of the City of Bartlesville. Many of these are internal facing systems that allow us to perform our daily functions, but there are also a number of outward facing systems used directly by citizens including utility billing, our GIS mapping system, permit applications, criminal reporting systems, and our new app to name a few.

We are also proposing to add a new project engineer. This position will consolidate a number of disparate functions that currently occupy a large amount of time for Directors and other project managers. The most critical functions that will be performed by this position are plan reviews, storm water permitting, flood plain permitting, and project design and oversight. Plan reviews are currently conducted by our Director of Engineering and our Director of Water Utilities. This function includes reviewing development plans for necessary public and utility infrastructure and participating in multiple predevelopment meetings. These Director's schedules make attendance at these meetings and the necessary follow-ups difficult to schedule.

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The permitting aspects of this position are a responsibility assigned to us by other regulatory agencies, and as with other regulatory responsibilities, they are growing in requirements and complexity. The remainder of this position's time will be spent on engineering, design, and project oversight which should save money currently spent on contracted design services.

We are also proposing to add 4 dispatchers to our emergency dispatch staff. The growing volume of calls and first responders served will soon exceed our ability to service with our existing number of dispatchers. We already have the stations necessary to add the dispatchers, so there will be no added capital costs. The cost of this addition will be offset by a reduction in patrol officers in the Police Department. With the addition of new specialized units and reorganization of the department, we believe that these vacant positions can be eliminated without adversely impacting public safety.

All staffing level changes are described below:

- Addition of one applications specialist in the IT department.
- Addition of one project engineer in the Engineering department.
- Addition of four dispatchers in our E-911 department.
- Reduction of three vacant patrol positions in the Police department

## **Compensation**

As we entered this budget, our highest priority was to ensure that the wages for our employees stayed competitive in this market of increasing labor competition. In the last several years, the Council has authorized cost of living and merit increases that have allowed us to continue recruiting and retaining critical talent. However, coming into this year, we had still fallen 3% behind the rate of inflation, and inflation has increased by another 3% this year. As a result, we are proposing a 6 percent COLA and 2.5 percent merit increase for all eligible employees.

We are still in negotiations with the fire union, and as with previous contracts, we expect to provide increases that will bring our employees above the average of their peers in similarly sized cities. We believe that the raises offered to general employees will accomplish this and hope that a contract can be negotiated to reflect this. These increases are expected to cost about \$1.16MM in the General Fund and \$494K across the rest of the organization.

## **Additional Compensation Programs**

In addition to the standard compensation increases described above, we are proposing to continue both of the new programs that were added last year. These included an employee bonus program that provided \$250 per employee to be given in November 2024, and recognition and award bonus program that reward our highest performers. Both of these programs were well received by our employees and have been very successful. We intend to offer both of these to our unionized employees as well. These proposals are estimated to cost \$95K.

**General Employee Retirement**

In FY 2009-10, the City terminated new enrollment in our traditional defined benefit (DB) retirement plan and replaced it with a more cost-effective and predictable defined contribution (DC) plan. Existing employees were allowed to retain their status in the DB plan, but all new employees automatically participate in the DC plan. This has allowed the City to better control our retirement costs. However, the DB plan still has a significant “unfunded actuarial accrued liability” (UAAL). This is a comparison of the plan’s total long-term assets less its total actuarial liability.

This UAAL is typically funded over a fixed period of time (generally 30 years after the establishment of the plan) but varies greatly in response to market gains/losses, investment returns, and actuarial assumption changes. The City’s UAAL currently stands at \$1.7MM and our plan is now 93.86 percent 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>Required Contribution Funding</b>					<b>City's Actual</b>	<b>UAAL</b>	<b>FUNDED RATIO</b>
	<b>Retiree Medical</b>	<b>Defined Benefit</b>	<b>Total</b>	<b>Less Employee</b>	<b>City's Required</b>			
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%
FY 2022-23	0.00%	23.53%	23.53%	6.00%	17.53%	19.53%	2,697,891	89.80%
FY 2023-24	0.00%	21.81%	21.81%	6.00%	15.81%	17.81%	1,697,419	93.70%
FY 2024-25	0.00%	22.03%	22.03%	6.00%	16.03%	17.00%	1,728,982	93.86%

The swift improvement in the City’s UAAL and Funded Ratio can be directly attributed to our policy of intentional overfunding. This policy has allowed us to stabilize the funding requirements for the retirement plan. It is important to note that while the plan’s required contributions have decreased slightly over the prior year, the annual cost of this plan has actually decreased from \$953,743 in FY 2023-24 to \$935,439 in FY 2024-25. This is a decrease of \$18,304 in the last year.

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In the current year, Staff is recommending that we contribute 1 percent more than is recommended in the “actuarial required contribution.” The recommended employer’s portion is 16.03 percent of covered payroll.

### **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 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025		% 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	\$ 441,899	\$ 471,846	\$ 1,495,895	\$ 538,879	\$ 1,354,469	\$ 901,017	\$ 1,130,524	\$ 9,867,042	27.5%
Wastewater	86,503	88,230	92,945	93,567	102,430	106,831	117,301	1,311,390	22.4%
Water	129,242	126,879	136,225	143,830	163,442	179,340	191,928	2,189,832	22.8%
Sanitation	85,204	80,501	88,396	95,244	102,302	104,586	110,390	1,407,304	25.5%
Total	<u>\$ 742,848</u>	<u>\$ 767,456</u>	<u>\$ 1,813,461</u>	<u>\$ 871,520</u>	<u>\$ 1,722,643</u>	<u>\$ 1,291,774</u>	<u>\$ 1,550,143</u>	<u>\$ 14,775,568</u>	

The City’s stabilization reserve policy calls for a contribution equal to 2 percent of the operating budget of these four funds until the maximum level is reached. We are proposing to exceed this minimum contribution level by adding an additional \$412,299, which will move us towards the maximum level defined in our ordinance more quickly. The maximum level is defined as 35 percent of the operating budget of the fund. The minimum level set by the ordinance is 16 percent 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.

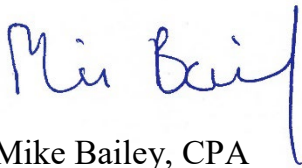
### **Summary**

The attached budget attempts to address the myriad challenges we currently face while preparing for an uncertain future. I am confident that this conservative budget strikes an excellent balance between fiscal prudence and operational excellence. I look forward to updating our strategic plan and continuing to improve our organization and service to our citizens over the next year.

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It is important to point out that this budget is not just the City Manager's budget. This policy document is the result of hours of research, hearings, and work from a talented and dedicated group that includes the City Council, directors, staff, and advisory groups. I would also like to issue a special word of thanks to CFO Jason Muninger and Finance Supervisor Alicia Shelton, without whom the quality and accuracy of this document would not be possible.

Sincerely,

A handwritten signature in blue ink that reads "Mike Bailey". The signature is written in a cursive, flowing style.

Mike Bailey, CPA  
City Manager

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# COMMUNITY PROFILE



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A detailed map of Oklahoma showing its major highway network. The state is outlined in black, with major interstate highways (I-40, I-44, I-75, I-76, I-240, I-190, I-35, I-49) and state routes (SR-1, SR-51, SR-56, SR-60, SR-64, SR-66, SR-68, SR-70, SR-72, SR-74, SR-76, SR-78, SR-80, SR-82, SR-84, SR-86, SR-88, SR-90, SR-92, SR-94, SR-96, SR-98, SR-100, SR-102, SR-104, SR-106, SR-108, SR-110, SR-112, SR-114, SR-116, SR-118, SR-120, SR-122, SR-124, SR-126, SR-128, SR-130, SR-132, SR-134, SR-136, SR-138, SR-140, SR-142, SR-144, SR-146, SR-148, SR-150, SR-152, SR-154, SR-156, SR-158, SR-160, SR-162, SR-164, SR-166, SR-168, SR-170, SR-172, SR-174, SR-176, SR-178, SR-180, SR-182, SR-184, SR-186, SR-188, SR-190, SR-192, SR-194, SR-196, SR-198, SR-200, SR-202, SR-204, SR-206, SR-208, SR-210, SR-212, SR-214, SR-216, SR-218, SR-220, SR-222, SR-224, SR-226, SR-228, SR-230, SR-232, SR-234, SR-236, SR-238, SR-240, SR-242, SR-244, SR-246, SR-248, SR-250, SR-252, SR-254, SR-256, SR-258, SR-260, SR-262, SR-264, SR-266, SR-268, SR-270, SR-272, SR-274, SR-276, SR-278, SR-280, SR-282, SR-284, SR-286, SR-288, SR-290, SR-292, SR-294, SR-296, SR-298, SR-300, SR-302, SR-304, SR-306, SR-308, SR-310, SR-312, SR-314, SR-316, SR-318, SR-320, SR-322, SR-324, SR-326, SR-328, SR-330, SR-332, SR-334, SR-336, SR-338, SR-340, SR-342, SR-344, SR-346, SR-348, SR-350, SR-352, SR-354, SR-356, SR-358, SR-360, SR-362, SR-364, SR-366, SR-368, SR-370, SR-372, SR-374, SR-376, SR-378, SR-380, SR-382, SR-384, SR-386, SR-388, SR-390, SR-392, SR-394, SR-396, SR-398, SR-400, SR-402, SR-404, SR-406, SR-408, SR-410, SR-412, SR-414, SR-416, SR-418, SR-420, SR-422, SR-424, SR-426, SR-428, SR-430, SR-432, SR-434, SR-436, SR-438, SR-440, SR-442, SR-444, SR-446, SR-448, SR-450, SR-452, SR-454, SR-456, SR-458, SR-460, SR-462, SR-464, SR-466, SR-468, SR-470, SR-472, SR-474, SR-476, SR-478, SR-480, SR-482, SR-484, SR-486, SR-488, SR-490, SR-492, SR-494, SR-496, SR-498, SR-500, SR-502, SR-504, SR-506, SR-508, SR-510, SR-512, SR-514, SR-516, SR-518, SR-520, SR-522, SR-524, SR-526, SR-528, SR-530, SR-532, SR-534, SR-536, SR-538, SR-540, SR-542, SR-544, SR-546, SR-548, SR-550, SR-552, SR-554, SR-556, SR-558, SR-560, SR-562, SR-564, SR-566, SR-568, SR-570, SR-572, SR-574, SR-576, SR-578, SR-580, SR-582, SR-584, SR-586, SR-588, SR-590, SR-592, SR-594, SR-596, SR-598, SR-600, SR-602, SR-604, SR-606, SR-608, SR-610, SR-612, SR-614, SR-616, SR-618, SR-620, SR-622, SR-624, SR-626, SR-628, SR-630, SR-632, SR-634, SR-636, SR-638, SR-640, SR-642, SR-644, SR-646, SR-648, SR-650, SR-652, SR-654, SR-656, SR-658, SR-660, SR-662, SR-664, SR-666, SR-668, SR-670, SR-672, SR-674, SR-676, SR-678, SR-680, SR-682, SR-684, SR-686, SR-688, SR-690, SR-692, SR-694, SR-696, SR-698, SR-700, SR-702, SR-704, SR-706, SR-708, SR-710, SR-712, SR-714, SR-716, SR-718, SR-720, SR-722, SR-724, SR-726, SR-728, SR-730, SR-732, SR-734, SR-736, SR-738, SR-740, SR-742, SR-744, SR-746, SR-748, SR-750, SR-752, SR-754, SR-756, SR-758, SR-760, SR-762, SR-764, SR-766, SR-768, SR-770, SR-772, SR-774, SR-776, SR-778, SR-780, SR-782, SR-784, SR-786, SR-788, SR-790, SR-792, SR-794, SR-796, SR-798, SR-800, SR-802, SR-804, SR-806, SR-808, SR-810, SR-812, SR-814, SR-816, SR-818, SR-820, SR-822, SR-824, SR-826, SR-828, SR-830, SR-832, SR-834, SR-836, SR-838, SR-840, SR-842, SR-844, SR-846, SR-848, SR-850, SR-852, SR-854, SR-856, SR-858, SR-860, SR-862, SR-864, SR-866, SR-868, SR-870, SR-872, SR-874, SR-876, SR-878, SR-880, SR-882, SR-884, SR-886, SR-888, SR-890, SR-892, SR-894, SR-896, SR-898, SR-900, SR-902, SR-904, SR-906, SR-908, SR-910, SR-912, SR-914, SR-916, SR-918, SR-920, SR-922, SR-924, SR-926, SR-928, SR-930, SR-932, SR-934, SR-936, SR-938, SR-940, SR-942, SR-944, SR-946, SR-948, SR-950, SR-952, SR-954, SR-956, SR-958, SR-960, SR-962, SR-964, SR-966, SR-968, SR-970, SR-972, SR-974, SR-976, SR-978, SR-980, SR-982, SR-984, SR-986, SR-988, SR-990, SR-992, SR-994, SR-996, SR-998, SR-1000, SR-1002, SR-1004, SR-1006, SR-1008, SR-1010, SR-1012, SR-1014, SR-1016, SR-1018, SR-1020, SR-1022, SR-1024, SR-1026, SR-1028, SR-1030, SR-1032, SR-1034, SR-1036, SR-1038, SR-1040, SR-1042, SR-1044, SR-1046, SR-1048, SR-1050, SR-1052, SR-1054, SR-1056, SR-1058, SR-1060, SR-1062, SR-1064, SR-1066, SR-1068, SR-1070, SR-1072, SR-1074, SR-1076, SR-1078, SR-1080, SR-1082, SR-1084, SR-1086, SR-1088, SR-1090, SR-1092, SR-1094, SR-1096, SR-1098, SR-1100, SR-1102, SR-1104, SR-1106, SR-1108, SR-1110, SR-1112, SR-1114, SR-1116, SR-1118, SR-1120, SR-1122, SR-1124, SR-1126, SR-1128, SR-1130, SR-1132, SR-1134, SR-1136, SR-1138, SR-1140, SR-1142, SR-1144, SR-1146, SR-1148, SR-1150, SR-1152, SR-1154, SR-1156, SR-1158, SR-1160, SR-1162, SR-1164, SR-1166, SR-1168, SR-1170, SR-1172, SR-1174, SR-1176, SR-1178, SR-1180, SR-1182, SR-1184, SR-1186, SR-1188, SR-1190, SR-1192, SR-1194, SR-1196, SR-1198, SR-1200, SR-1202, SR-1204, SR-1206, SR-1208, SR-1210, SR-1212, SR-1214, SR-1216, SR-1218, SR-1220, SR-1222, SR-1224, SR-1226, SR-1228, SR-1230, SR-1232, SR-1234, SR-1236, SR-1238, SR-1240, SR-1242, SR-1244, SR-1246, SR-1248, SR-1250, SR-1252, SR-1254, SR-1256, SR-1258, SR-1260, SR-1262, SR-1264, SR-1266, SR-1268, SR-1270, SR-1272, SR-1274, SR-1276, SR-1278, SR-1280, SR-1282, SR-1284, SR-1286, SR-1288, SR-1290, SR-1292, SR-1294, SR-1296, SR-1298, SR-1300, SR-1302, SR-1304, SR-1306, SR-1308, SR-1310, SR-1312, SR-1314, SR-1316, SR-1318, SR-1320, SR-1322, SR-1324, SR-1326, SR-1328, SR-1330,

***CITY OF BARTLESVILLE***  
2024-25 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 named Nelson Carr established a gristmill and trading post on the north side of the Caney River horseshoe bend. And so the legend of Bartlesville began.

In 1873, Jacob Bartles—a Civil War veteran who saw an opportunity in Indian Territory—bought the gristmill 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 trader and business owner in Indian Territory.

William Johnstone and George Keeler also came to the area in the early 1870s. 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 merchant businesses and dwellings. The population grew to nearly 200 as settlers moved to the area and January 15, 1897, Bartlesville became incorporated as a first-class city, taking the name from its early settler and businessman.

Soon the railroad arrived and established a depot. The Johnstone-Keeler settlement moved towards the depot and began to build along current Second Street. 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 Spanish-American War victory at Manila Bay was current news.

**The Boom...**

It was Keeler and fellow traveler, Jasper Exendine, 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. In the spring of 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 on the Delaware allotment of Anna Anderson, followed by 80 straight producers.

The two founded Phillips Petroleum Company in 1917. This company grew to become Bartlesville's largest employer and one of the nation's top oil companies.

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

### **Today...**

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

## **2024-25 Operating Budget Miscellaneous Statistics**

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

Total	361
Non-union	224
Union	137

### **Economic Information:**

Cost of living (when compared to national average) <sup>3</sup>	87%
Number of citizens in labor force <sup>2</sup>	15,963

### **Population Overview:**

Total population <sup>4</sup>	37,314
Total male population <sup>4</sup>	18,282
Total female population <sup>4</sup>	19,032
Median age <sup>4</sup>	37.5
Total population over eighteen (18) years old	28,317
Per capita income (dollars) <sup>2</sup>	34,131
Median earnings – male full-time (dollars) <sup>2</sup>	38,950
Median earnings – female full-time (dollars) <sup>2</sup>	31,769
Percent of families below poverty level <sup>2</sup>	11%
Percent of individual below poverty level <sup>2</sup>	14.4%

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

Total housing units	17,140
Total housing units older than 20 years	13,841
Median number of rooms	5.7
Median value (dollars)	146,700

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

Number of hospitals	1
Number of licensed beds in hospital	137

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget**

### **Miscellaneous Statistics**

(continued)

#### **Education: <sup>5</sup>**

Total school enrollment 2023-2024	6,199
Total public school enrollment 2023-2024	6,199
Total private school enrollment 2023-2024	452
Total enrollment at Rogers State University	300
Total enrollment at Tri-County Technology Center 2023-2024	695
Total enrollment at Oklahoma Wesleyan University	650
Number of public elementary schools	6
Number of students enrolled in public elementary schools	3145
Number of public middle schools	1
Number of students enrolled in public middle schools	1392
Number of public high schools	1
Number of students enrolled in public high schools	1662

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

Number of community centers	2
Number of parks	14
Number of lighted tennis courts	14
Number of miles of pathfinder parkway (miles)	12.64
Number of public pools	2
Number of public golf courses (18 hole)	1
Number of private golf courses (18 hole)	1
Number of pickleball courts (under construction)	6

#### **Public Safety:**

Number of police stations	1
Number of police sub stations	1
Number of fire stations	4
Number of policemen	69
Number of firemen	68

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget Miscellaneous Statistics (continued)**

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

Phillips 66	1,350
ConocoPhillips	1,300
Wal-Mart Supply Chain	928
Ascension St John-Jane Phillips	841
Bartlesville Public Schools	779
Wal-Mart Supercenter	417
Diversified Systems Resources	400
City of Bartlesville	362
ABB Process Automations, INC	270
Schlumberger	232
Truity Credit Union	219
Osage Casino-Bartlesville	197
Chevron Phillips	179
Washington County	138
Arvest Bank	119
Oklahoma Wesleyan University	119
Imagefirst	112
Ignite Medical Resort-Adams PARC	110

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<sup>1</sup> Source – Bartlesville Chamber of Commerce (2024 website)

<sup>2</sup> Source – 2020 US Census

<sup>3</sup> Source – Bartlesville Development Corporation (2024 website)

<sup>4</sup> Source – 2020 US Census

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget Community Calendar**

### May-October



Bartlesville's Farmer's Market

*(pictures courtesy of Bartlesville Chamber of Commerce)*

### JUNE



SunFest



OK Mozart

*(pictures courtesy of Bartlesville Chamber of Commerce)*

### NOVEMBER/DECEMBER



Fantasyland of Lights

*(picture courtesy of FantasyLand Forest)*



Woolaroc Wonderland

*(picture courtesy of Woolaroc)*

## ***CITY OF BARTLESVILLE***

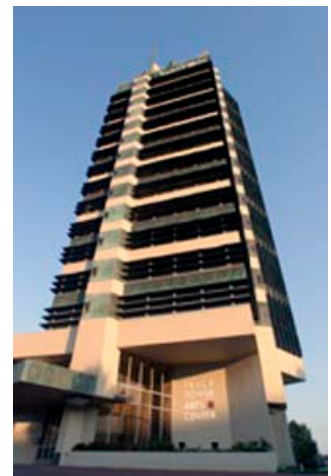
### 2024-25 Operating Budget Local Attractions



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***

### **2024-25 Operating Budget**

#### **Local Attractions**

(continued)

Unity Square is a pet-friendly outdoor space located in Downtown Bartlesville featuring beautiful landscape's, an amphitheater, and an interactive water feature. The lawn at Unity Square is a local meeting space for community events, an outdoor exercise space and concerts.



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 **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***

### **2024-25 Operating Budget**

#### **Local Attractions**

(continued)

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



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



Golfers can test their skills at the recently renovated 18-hole **Adams Memorial Golf Course**. Architect Mark Hayes designed the \$1.1 million, 2000-2001 renovations. The course meanders through the beautiful Eastern Oklahoma terrain that is interwoven with Turkey Creek. The creek has been coffer dammed to provide beautiful ponds that come into play on 12 of the 18 holes. The fairways and rough are Bermuda grass and the greens are Pen Cross Bent for a fast pace of putting. The “practice facility” is new and one of the finest in the Midwest. It includes practice putting greens, a chipping green, practice bunkers, and a 25-station driving range with target greens.

## ***CITY OF BARTLESVILLE***

### **2024-25 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 in the Spring of 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***

### **2024-25 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***

## **2024-25 Operating Budget**

### **Local Attractions**

(continued)

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

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

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



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

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.



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

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

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget**

### **Local Attractions**

**(continued)**

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

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



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

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

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



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

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# **BUDGET AND ACCOUNTING OVERVIEW**



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# ***CITY OF BARTLESVILLE***

## **2024-25 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***  
2024-25 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***  
2024-25 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***  
2024-25 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***  
2024-25 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***

## **2024-25 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***

## **2024-25 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.

CDBG-COVID – The CDBG-COVID fund was formed for the receipt of federal funds to help with rent and utility assistance for qualified citizens. There was a onetime source of revenue to be utilized until expended.

ARPA Fund – This fund was formed to help the tracking of all expenditures related to the onetime source of funds received from the Federal Government for the American Rescue Plan Act. These funds are not restricted to use and are intended to aid in the financial recovery of the COVID 19 pandemic.

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.

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget**

### **Description of Funds**

(continued)

developments within the City. The major source of revenue for this fund is the Park Fee of \$500 per acre or portion thereof on all residential developments

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

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***

## **2024-25 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***

## **2024-25 Operating Budget**

### **Description of Funds**

**(continued)**

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.

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.

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.

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.

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget**

### **Description of Funds**

(continued)

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.

2022 G.O Bond – The 2022 G.O. Bond fund accounts for the revenues and expenditures related to the 2022 general obligation debt issuance. The fund's only source of revenue are proceeds from the issuance of debt.

2023 G.O Bond – The 2023 G.O. Bond fund accounts for the revenues and expenditures related to the 2023 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***

## **2024-25 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.

Airport Operating – The Airport Operating Fund accounts for the operations of the City’s municipal airport. Revenues received are from the sale of fuel, hanger rentals, and transfers from other funds.

#### **Internal Service Funds:**

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

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

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

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget**

### **Description of Funds**

(continued)

these capital plans, and the funding levels for this fund are to be provided based on the needs established in these plans.

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

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

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

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

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

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

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget**

### **Description of Funds**

**(continued)**

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.

#### **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***

## **2024-25 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***

## **2024-25 Operating Budget Fund Structure Charts**



# ***CITY OF BARTLESVILLE***

2024-25 Operating Budget

Fund Structure Charts

(continued)

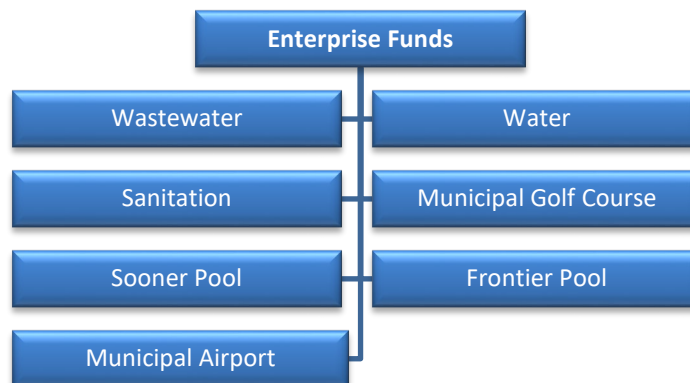
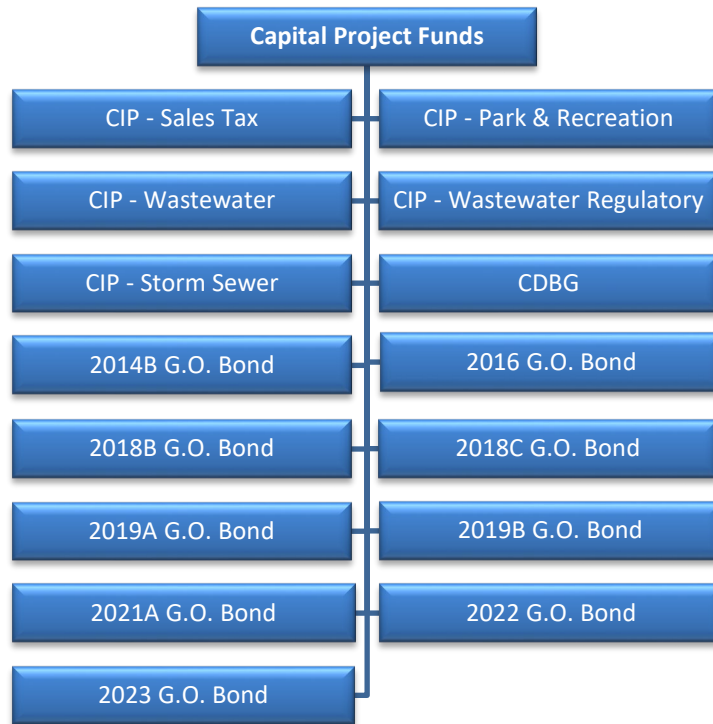


# ***CITY OF BARTLESVILLE***

2024-25 Operating Budget

Fund Structure Charts

(continued)

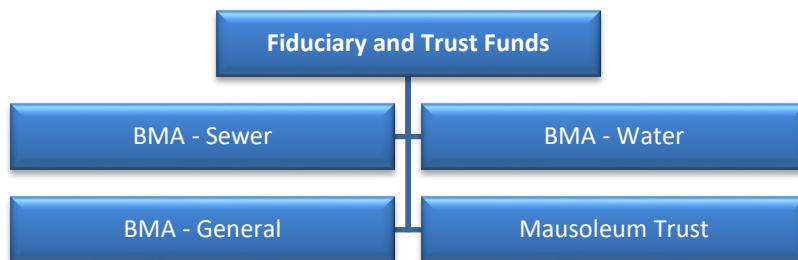
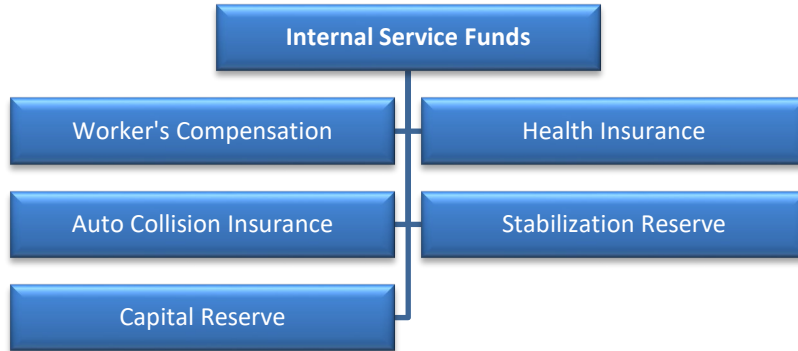


# ***CITY OF BARTLESVILLE***

2024-25 Operating Budget

Fund Structure Charts

(continued)



# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget**

### **Budget Calendar**

<b><u>TARGET DATE</u></b>	<b><u>ACTIVITY</u></b>
March 8	Distribute Budget Preparation Packets to Directors
March 8	Directors verify personnel and line estimates
March 8 – March 18	Directors prepare budget requests and submit to Finance Director
March 25 – 27	Directors Budget Meetings with City Manager
April 10	Submit Proposed Budget to City Council
April 15	City Council Consideration of Budget
April 23	Publish Budget Summary and Notice of Public Hearing (actual publish date will be Sunday, April 28)
May 6	Public Hearing on Budget and Budget Adoption (Legal Deadline is June 24)
June 30	Budget published and filed with State Auditor and City Clerk
July 1	New fiscal year begins

# FINANCIAL SUMMARY



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***CITY OF BARTLESVILLE***  
**2024-25 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 2018-19 to 2022-23 is presented below.

<u>REVENUE SOURCE</u>	<u>TOTAL</u>	<u>AVERAGE</u>	<u>AVERAGE %</u>
General Sales Tax Total	103,827,892	20,765,578	38.4%
Water Fees Total	58,369,198	11,673,840	21.6%
Sanitation Fees Total	24,895,103	4,979,021	9.2%
Wastewater Fees Total	24,271,554	4,854,311	9.0%
Ad Valorem Total	20,442,533	4,088,507	7.6%
Fees for Services (Other than Utilities) Total	10,470,824	2,094,165	3.9%
Franchise Fees Total	7,214,863	1,442,973	2.7%
Investment Earnings Total	3,964,683	792,937	1.5%
Fines & Fees Total	3,644,828	728,966	1.3%
Miscellaneous Total	3,462,773	692,555	1.3%
E-911 Total	2,566,647	513,329	0.9%
Hotel/Motel Tax Total	2,559,841	511,968	0.9%
County Motor Veh Tax Total	1,292,815	258,563	0.6%
Licenses & Permits Total	1,231,259	246,252	0.5%
Cigarette Tax Total	874,379	174,876	0.3%
State Alcohol Tax Total	894,152	178,830	0.3%
Fuel Tax Total	287,317	57,463	0.1%
<b>TOTAL</b>	<b><u>270,270,661</u></b>	<b><u>54,054,134</u></b>	<b><u>100.0%</u></b>

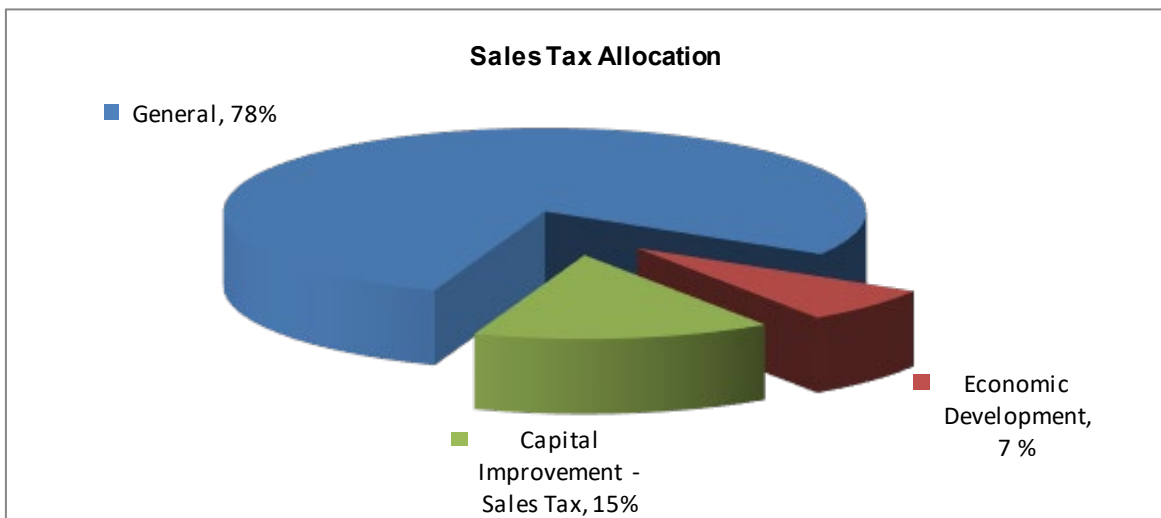
These revenue sources are used in conjunction with the residual fund equities to determine the amount available for operations. The top five revenue sources on average make up 85.8% of the total external recurring revenue used by the City to fund its operations. An analysis of these major sources of recurring revenue is presented in the following sections.

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Description of Major Revenue Sources  
(continued)

(All amounts in the following sections for the fiscal year 2023-24 consist of actual amounts as of February 28, 2024 projected to June 30, 2024.)

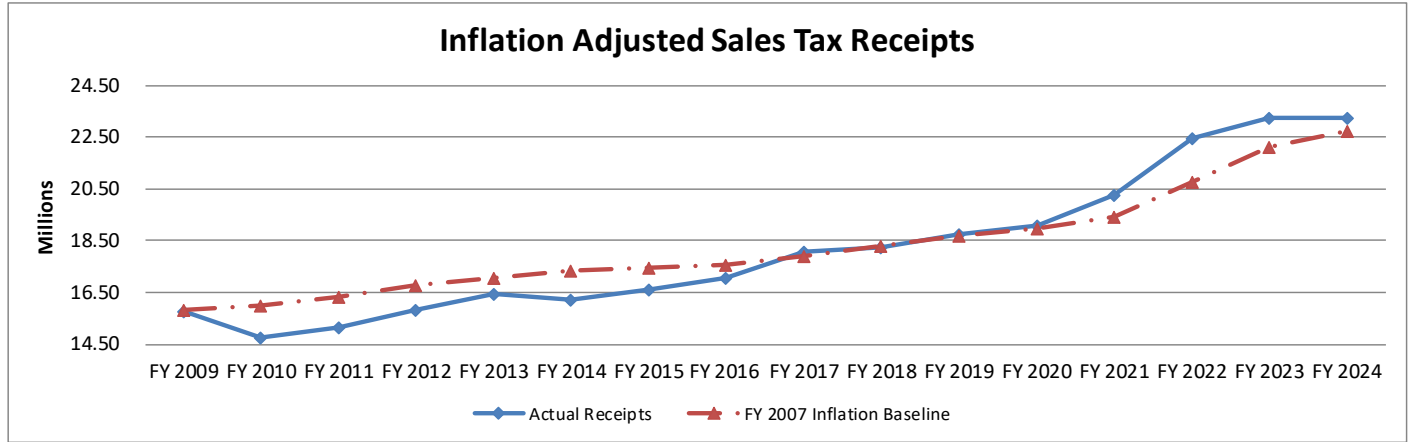
**SALES TAX**

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***  
2024-25 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>
2020	19,061,969	
2021	20,330,758	6.66%
2022	22,480,003	10.57%
2023	23,241,859	3.39%
2024	23,275,589	0.15%
<b>Total</b>	<b>108,390,178</b>	<b>20.77%</b>
<b>Average</b>	<b>21,678,036</b>	<b>5.19%</b>

***CITY OF BARTLESVILLE***  
2024-25 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.

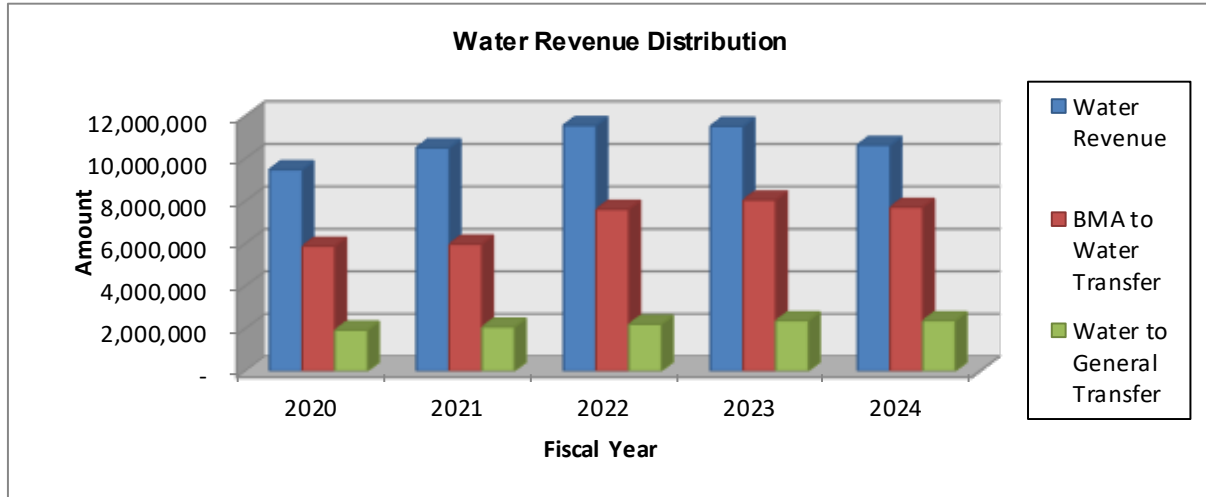
The City's most recent experience with sales tax shows great uncertainty. As shown on the Sales Tax trend chart there has been sizable growth. We feel that utilizing the trend analysis would be a bit aggressive on future year projections, so have chosen to budget a 1.5% decrease for the FY 2025. The results were a decrease of over \$349K from fiscal year 2023-24 to fiscal year 2024-25.

Using this scenario, the amount of sales tax revenue to be budgeted for fiscal year 2024-2025 is \$22,926,454. This amount will be available to the following funds based on the percentages previously discussed. The General Fund will receive \$17,869,148, the Capital Improvement – Sales Tax Fund will receive \$3,371,537 and the Economic Development Fund will receive \$1,685,537.

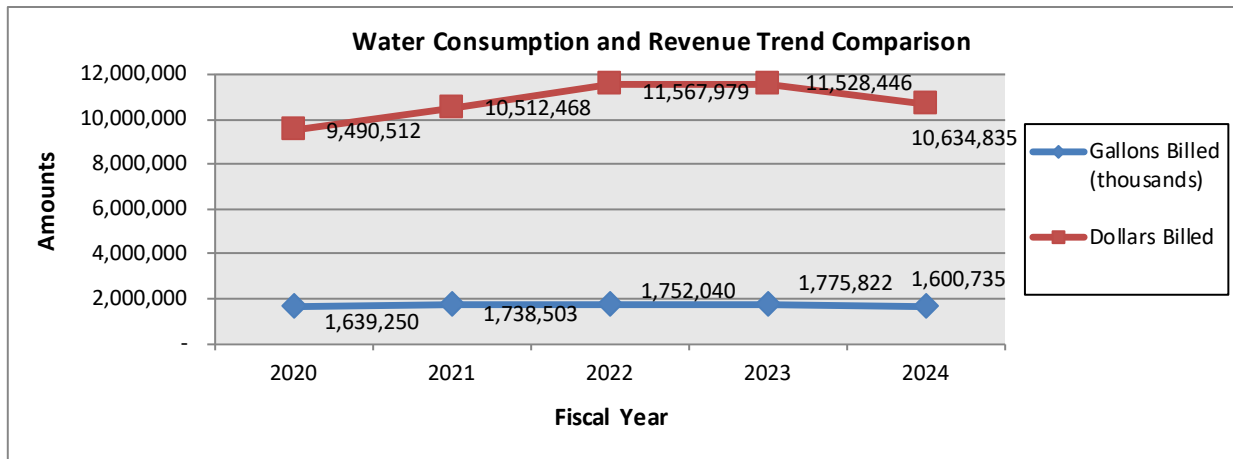
**WATER UTILITY REVENUES**

The revenues received from the City of Bartlesville's water utilities are the City's second largest source of revenue, accounting for, on average, 21.6% of all external recurring revenues. These revenues are pledged to provide debt service on a portion of the Bartlesville Municipal Authority's ("BMA") debt, and are therefore recorded initially in the BMA. This is still an important source of revenue to the City however, since the amount needed to fund the operations of the City's water utility is transferred back to the water utility fund. From there, the revenues are used to fund the operation, maintenance, and improvement of the City's water utility and also to provide operating transfers to the City's General Fund for administrative overhead. The relationship between water revenues and operating transfers is shown below in graphic form.

**CITY OF BARTLESVILLE**  
 2024-25 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***  
2024-25 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>
2020	1,639,250		9,490,512	
2021	1,738,503	6.05%	10,512,468	10.77%
2022	1,752,040	0.78%	11,567,979	10.04%
2023	1,775,822	1.36%	11,528,446	(0.34%)
2024	1,600,735	(9.86%)	10,634,835	(7.75%)
<b>Total</b>	<b>8,506,350</b>	<b>(1.67%)</b>	<b>53,734,240</b>	<b>12.72%</b>
<b>Average</b>	<b>1,701,270</b>	<b>(0.42%)</b>	<b>10,746,848</b>	<b>3.18%</b>

The above analysis indicates that the City's water sales have decreased by .42% per year but revenue has increased by 3.18% per year. The City engaged with NewGen Strategies to complete a 5-year comprehensive rate study. The billed amount and revenue amount is skewed due to drought conditions experienced through FY 2024. 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 2024-25. There is minimal decrease in the volumetric rate, and a more modest increase to the water capital investment fee.

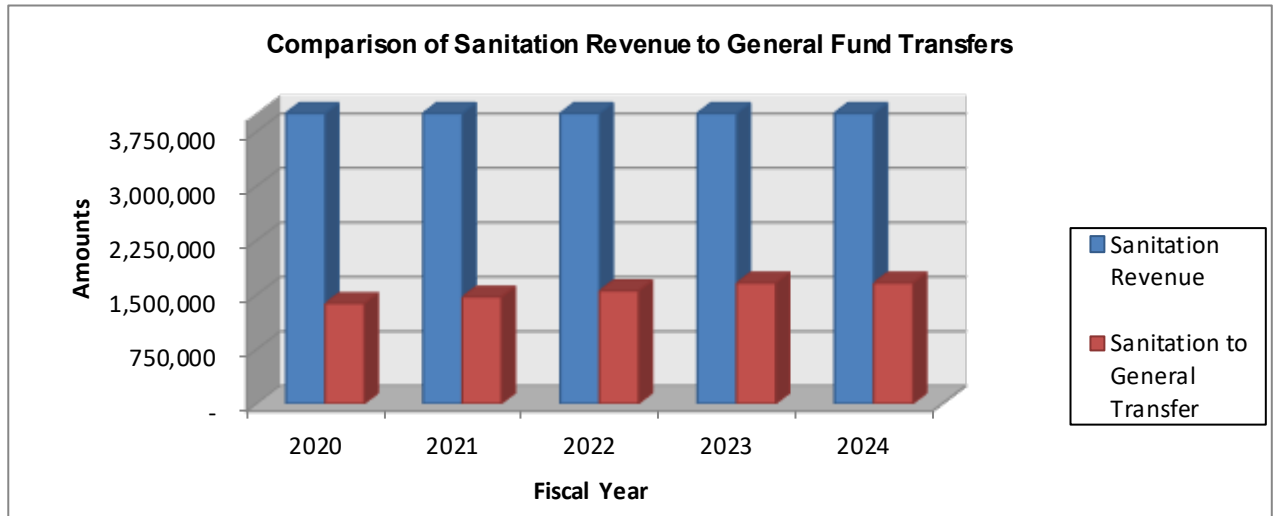
With the new changes included, the resulting amount of \$12,861,140 is the estimated water utility revenue for the City of Bartlesville. This amount also includes \$1,770,000 in capital investment fees that are not included in the analysis above.

**SANITATION UTILITY REVENUE**

The City of Bartlesville also operates a sanitation utility for the purpose of collecting and disposing of solid waste. The fees derived from the sanitation utility are used to operate, maintain, and improve the sanitation utility and are also used to fund the City's General Fund with operating transfers for administrative overhead. This source of revenue accounts

**CITY OF BARTLESVILLE**  
 2024-25 Operating Budget  
 Description of Major Revenue Sources  
 (continued)

for, on average, 9.2% of all external recurring revenues; which makes it the fourth largest source of revenue for the City.



**Sanitation Utility Revenue Estimate  
 Trend Analysis Method**

<u>Fiscal Year</u>	<u>Dollars Billed (actuals)</u>	<u>Percent Increase (Decrease)</u>
2020	4,496,869	
2021	4,529,959	0.74%
2022	5,404,125	19.30%
2023	5,944,118	9.99%
2024	6,347,413	6.78%
<b>Total</b>	<b>26,722,484</b>	<b>36.81%</b>
<b>Average</b>	<b>5,344,497</b>	<b>9.20%</b>

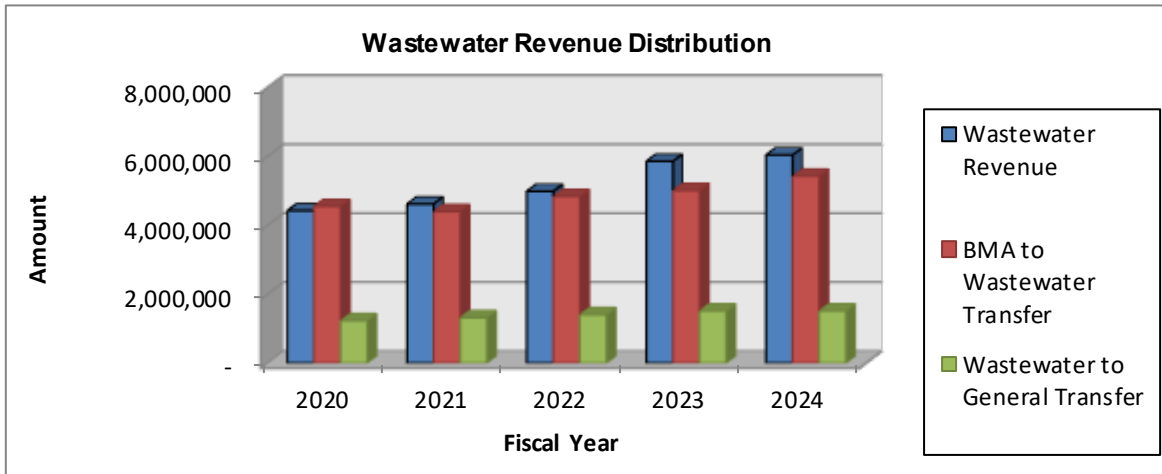
The above analysis indicates that the City's sanitation sales have increased on average 9.2% per year with almost all of that coming in FY 22. The City is utilizing the results from the current rate study to project \$6,681,148 for the 2024-25 fiscal year sanitation revenues.

**CITY OF BARTLESVILLE**  
2024-25 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, 9.0% 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.

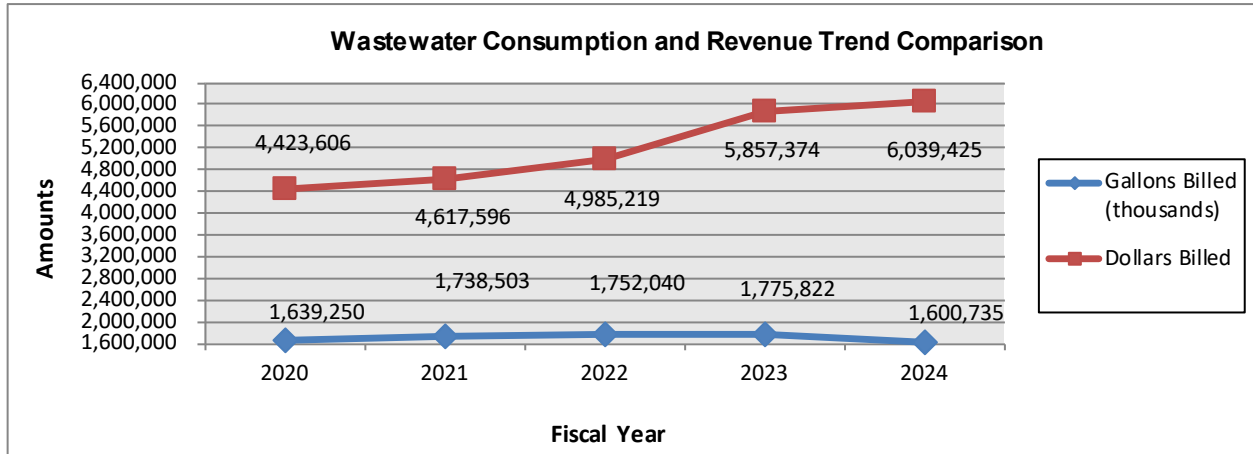


In addition to the water rate changes discussed above, the City has also adopted another five-year rate increase plan for wastewater rates. Phase IV of this plan will be effective on July 1, 2024. These changes and the changes to the water rates are the result of a comprehensive water, wastewater, and solid waste study.



**CITY OF BARTLESVILLE**  
**2024-25 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**

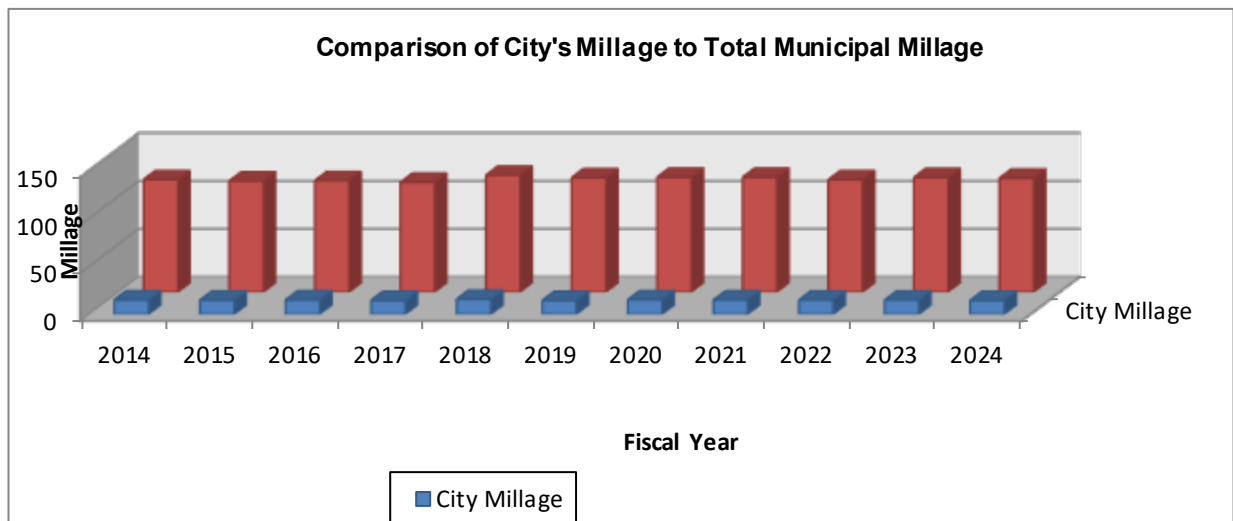
<b>Fiscal Year</b>	<b>Gallons Billed (thousands)</b>	<b>Percent Increase (Decrease)</b>	<b>Dollars Billed</b>	<b>Percent Increase (Decrease)</b>
2020	1,639,250		4,423,606	
2021	1,738,503	6.05%	4,617,596	4.39%
2022	1,752,040	0.78%	4,985,219	7.96%
2023	1,775,822	1.36%	5,857,374	17.49%
2024	1,600,735	(9.86%)	6,039,425	3.11%
<b>Total</b>	<b>8,506,350</b>	<b>(1.67%)</b>	<b>25,923,220</b>	<b>32.95%</b>
<b>Average</b>	<b>1,701,270</b>	<b>(0.42%)</b>	<b>5,184,644</b>	<b>8.24%</b>

Utilizing the results of the comprehensive wastewater study, the City estimates that the new wastewater rates will generate \$10,149,586 in revenue. This amount also includes \$3,407,005 in capital investment fees that are not included in the analysis above.

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Description of Major Revenue Sources  
(continued)

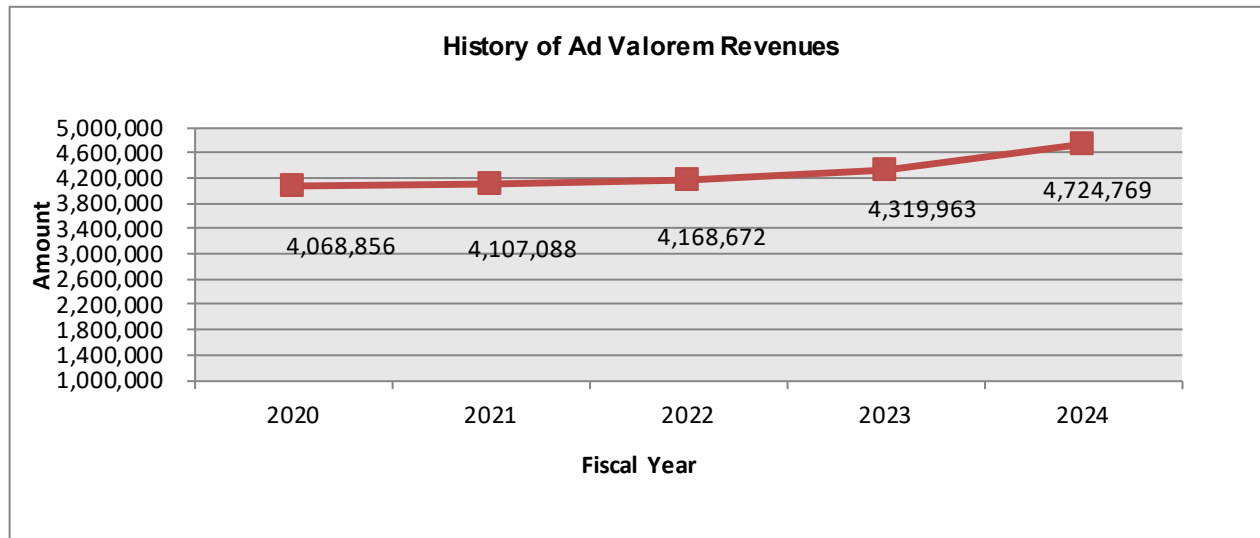
**AD VALOREM**

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 a formal 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**  
2024-25 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, 7.6% of total external recurring revenue.



The ad valorem tax levy is prepared using an estimate of needs form. The estimate of needs is prepared by 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***  
**2024-25 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 2024-25 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>
2014B Combined Purpose Bonds	600,000	6,300	606,300
2015 Combined Purpose Bonds	220,000	6,520	226,520
2018A Combined Purpose Bonds	1,140,000	133,950	1,273,950
2018C Combined Purpose Bonds	275,000	43,625	318,625
2019A Combined Purpose Bonds	220,000	24,600	244,600
2019B Combined Purpose Bonds	100,000	5,000	105,000
2021A Combined Purpose Bonds	230,000	11,500	241,500
2022 Combined Purpose Bonds	1,185,000	285,200	1,470,200
2023 Combined Purpose Bonds	-	379,575	379,575
 Judgement	 70,000	 -	 70,000
 <b>Totals</b>	 <b><u>4,040,000</u></b>	 <b><u>896,270</u></b>	 <b><u>4,936,270</u></b>
	Add: Financial Agent Fees		<u>4,500</u>
	<b>Balance to Levy</b>		<b><u>4,940,770</u></b>

# ***CITY OF BARTLESVILLE***

## 2024-25 Operating Budget All Funds Personnel Summary

<b>PERSONNEL COUNTS BY FUND &amp; DEPARTMENT</b>	<b>2022-23 ACTUAL FTEs</b>	<b>2023-24 BUDGETED FTEs</b>	<b>2023-24 ACTUAL FTEs</b>	<b>2024-25 BUDGETED FTEs</b>
General Fund:				
Administration	7	8	8	8
Accounting and Finance	15.5	16.5	15.5	16.5
Legal	2.23	2.23	2.23	2.23
Building and Neighborhood Service	8.5	8.5	7.5	7.5
Building Maintenance	5	5	5	5
Community Development	4	4	4	5
Technical Services	4	4	4	5
Engineering	5	6.5	6	7.5
Fleet Maintenance	5	5	5	5
Fire	71	71	71	71
Police	81	85	79	84
Street	15	17.5	14	17.5
Library	18.7	19.7	18.15	18.7
History Museum	2.63	3.63	3.63	3.63
Park and Recreation	17	18	17	18
<i>Total General Fund</i>	<b>261.56</b>	<b>274.56</b>	<b>260.01</b>	<b>274.56</b>
E-911 Fund:				
Emergency Dispatch	<b>15</b>	<b>15.1</b>	<b>15.7</b>	<b>19.7</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>0.79</b>
Wastewater Fund:				
Wastewater Maintenance	<b>10</b>	<b>11.5</b>	<b>8</b>	<b>11.5</b>
Water Fund:				
Water Plant	14	15	13	15
Water Administration	2	2	2	2
Water Distribution	16	22	16	22
<i>Total Water</i>	<b>32</b>	<b>39</b>	<b>31</b>	<b>39</b>
Sanitation Fund:				
Sanitation	<b>29</b>	<b>31.5</b>	<b>28</b>	<b>31.5</b>
Golf Course Fund:				
Municipal Golf Course	<b>4</b>	<b>4</b>	<b>3</b>	<b>4</b>
Airport Fund:				
Municipal Airport	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>Total Personnel</b>	<b>358.92</b>	<b>383.02</b>	<b>353.07</b>	<b>387.18</b>

As explained more fully in the City Manager's Letter earlier in this document, there is an increase of 2 full time positions added to the budget. The new positions are; an Engineer in the Engineering Department and four additional dispatchers in Dispatch, one additional program specialist in IT, and the reduction of three police officers.

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**All Funds Capital Expenditures Summary**

<b>EXPENDITURES BY FUND &amp; DEPARTMENT</b>	<b>2024-25 BUDGETED CAPITAL EXPENDITURES</b>
Municipal Airport Fund:	
Airport	\$ 241,443
Neighborhood Park Fund:	
Park and Recreation	8,353
CIP - Sales Tax Fund:	
Building and Neighborhood Services	100,000
General Services	498,638
Tech Services	259,500
Engineering	100,000
Police	682,360
Storm Sewer	249,500
Street	4,385,000
Park and Recreation	2,311,906
Municipal Golf Course	5,000
<i>Total CIP - Sales Tax</i>	<b>8,591,904</b>
CIP - Wastewater Fund:	
Wastewater Maintenance	43,000
CIP - Wastewater Regulatory Fund:	
Wastewater Treatment Plant	430,000
CIP - City Hall:	
General Services	120,000
CIP - Storm Sewer Fund:	
Storm Sewer	48,130
2019A GO Bond Fund:	
Park and Recreation	326,564
2019B GO Bond Fund:	
Storm Sewer	300,000
2021A GO Bond Fund:	
Park	510,000
2022 GO Bond Fund:	
Street	2,360,000
Park	810,750
Total 2022 GO Bond	<b>3,170,750</b>
2023 GO Bond Fund:	
General Services	300,000
Information Technology	388,000
Fire	246,900
Street	4,175,745
Park	501,500
Golf	700,000
Total 2023 GO Bond	<b>6,312,145</b>
Capital Reserve Fund:	
General Fund	3,875,000
Wastewater Maintenance	350,000
Water Plant	400,000
Water Administration	225,000
Water Distribution	50,000
Sanitation	42,000
<i>Total Capital Reserve Fund</i>	<b>2,888,000</b>
	<b>\$ 22,990,289</b>

***CITY OF BARTLESVILLE***  
**2024-25 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.

<b>Fund</b>	<b>Dept</b>	<b>Title</b>	<b>Amount</b>	<b>Description</b>
CIP - Sales Tax	General	Vehicles	\$ 315,138	General Fund Vehicle Replacement
CIP - Sales Tax	Street	Street Maintenance	\$ 3,188,000	Preventative Street Maintenance Projects
CIP - Sales Tax	Parks	Improvements	\$ 800,000	Downtown Landscape Improvements
CIP - Sales Tax	Parks	Improvements	\$ 700,000	Sunset Pathfinder Pedestrian Bridge
CIP - Sales Tax	Parks	Oak Park	\$ 150,000	Oak Park Basketball Court
CIP - Wastewater	WWTP	Improvements	\$ 250,000	Replace FEB Liner at Tuxedo Lift Station
2019A G.O. Bond Fund	Parks	Improvements	\$ 326,564	Pathfinder Parkway Repaving
2019B G.O. Bond Fund	Storm Sewer	8th Street	\$ 300,000	8th Street Storm Drain Rehab
2021A G.O. Bond Fund	Parks	Improvements	\$ 425,000	Johnstone Park Parking Lot/Entry Access
2021A G.O. Bond Fund	Parks	Improvements	\$ 45,000	Douglas Park Walkway
2021A G.O. Bond Fund	Parks	Improvements	\$ 40,000	Drinking Fountain Replacement
2022 G.O. Bond Fund	Street	Improvements	\$ 2,310,000	Bridge Rehabilitation
2022 G.O. Bond Fund	Parks	Improvements	\$ 343,750	Sooner Park Parking Lot/Ring Road Access
2023 G.O. Bond Fund	General	Improvements	\$ 300,000	City Hall Window Replacement
2023 G.O. Bond Fund	Street	Improvements	\$ 2,985,000	Concrete Panel and Mill/Overlays
2023 G.O. Bond Fund	Parks	Improvements	\$ 100,000	Basketball Courts
202 G.O. Bond Fund	Golf	Improvements	\$ 700,000	Greens Rebuild
		Total	<b>\$ 13,278,452</b>	

***CITY OF BARTLESVILLE***  
**2024-25 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***

<b>Fiscal Year</b>	<b>Capital Plan Summaries</b>			<b>Funding Summaries</b>			
	<b>Wastewater Plant</b>	<b>Wastewater Maint</b>	<b>Total</b>	<b>Revenue to Cap Res Fund</b>	<b>Debt Issued</b>	<b>Expenses</b>	<b>Cash Balance</b>
2024	\$ 760,702	84,360	845,061	\$ 3,178,176	\$ -	845,061	14,156,291
2025	4,950,000	450,000	5,400,000	3,407,005	-	5,400,000	12,163,295
2026	80,125,000	1,055,000	81,180,000	3,407,005	80,000,000	81,180,000	14,390,300
2027	950,000	3,055,000	4,005,000	3,407,005	-	4,005,000	13,792,305
2028	200,000	550,000	750,000	3,407,005	-	750,000	16,449,309
2029	20,000,000	750,000	20,750,000	3,407,005	20,000,000	20,750,000	19,106,314
<b>Total</b>	<b>\$ 106,225,000</b>	<b>5,860,000</b>	<b>112,085,000</b>	<b>\$ 17,035,023</b>	<b>\$ 100,000,000</b>	<b>112,085,000</b>	

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

<b>Fiscal Year</b>	<b>Fund/Dept</b>	<b>Item Description</b>	<b>Number of Items</b>	<b>Cost of Purchase</b>
2025	509-710	Engineering Design for WWTP Expansion	1	\$ 4,500,000
2025	509-710	Replace crane truck (1998)	1	\$ 200,000
2025	509-710	Replace FEB liner at Tuxedo lift station	1	\$ 250,000
2026	509-710	Construction of WWTP Expansion	1	\$ 80,000,000
2026	509-710	Replace 1/2 ton trucks 4x4 (2012)	2	\$ 65,000
2026	509-710	Replace Polaris L/S Pumps	2	\$ 60,000
2027	509-710	Engineering Design Caney PS Corridor Imprmts (Limestone to	1	\$ 750,000
2027	509-710	Replace Pumps at Tuxedo LS	1	\$ 200,000
2028	509-710	Replace liner at Limestone FEB	1	\$ 200,000
2029	509-710	Construction of Caney PS Corridor Imprmts	1	\$ 20,000,000



**CITY OF BARTLESVILLE**  
**2024-25 Operating Budget**  
**All Funds Capital Expenditures Summary**  
**(continued)**

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

Fiscal Year	Fund/Dept	Item Description	Number of		Cost of Purchase
			Items		
2025	509-715	Turkey Creek 36" Sewer Line Evaluation/Design	1	\$	100,000
2025	509-715	Sewer Line Point Repairs/Replacement (contract and m	1	\$	350,000
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
2027	509-715	Turkey Creek 36" Sewer Line Rehab	1	\$	1,000,000
2027	509-715	Replace 1.25-ton utility bed truck (2017)	1	\$	55,000
2027	509-715	Sewer Line Point Repairs/Replacement (contract and m	1	\$	400,000
2027	509-715	Maple LS and force main replacement	2500 ft	\$	1,600,000
2028	509-715	Replace backhoe (replaces 2005 unit)	1	\$	150,000
2028	509-715	Sewer Line Point Repairs/Replacement (contract and m	1	\$	400,000
2029	509-715	Replace Excavator (replaces 2015 unit)	1	\$	150,000
2029	509-715	Sewer Line Point Repairs/Replacement (contract	1	\$	400,000
2030	509-715	Replace Dump Truck (10 wheel) - replaces 2014	1	\$	200,000

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

Fiscal Year	Capital Plan Summaries				Funding Summaries			
	Water Plant	Water Admin	Water Distribution	Total	Revenue to Cap Res Fund	Debt Issued	Expenses	Cash Balance
2024	\$ 341,548	-	357,584	699,132	\$ 1,689,501	\$ -	699,132	1,875,339
2025	550,000	225,000	9,917,500	10,692,500	1,770,000	7,750,000	10,692,500	702,839
2026	-	-	767,500	767,500	1,770,000	-	767,500	1,705,339
2027	550,000	-	770,000	1,320,000	1,770,000	-	1,320,000	2,155,339
2028	-	-	655,000	655,000	1,770,000	-	655,000	3,270,339
2029	-	30,000	680,500	710,500	1,770,000	-	710,500	4,329,839
<b>Total</b>	<b>\$ 1,100,000</b>	<b>255,000</b>	<b>12,790,500</b>	<b>14,145,500</b>	<b>\$ 8,850,000</b>	<b>\$ 7,750,000</b>	<b>14,145,500</b>	

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

Fiscal Year	Fund	Item Description	Number of		Cost of Purchase
			Items		
2025	510-720	Replace High Service Pump VFD	1	\$	400,000
2025	510-720	Replace blowers (2) for filter backwash	1	\$	150,000
2027	510-720	Refurbish Transfer Pumps and Motors	1	\$	100,000
2027	510-720	Replace High Service Pump VFD	1	\$	450,000

**CITY OF BARTLESVILLE**  
**2024-25 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>
2025	510-725	Replace truck shed - operations	1	\$ 225,000
2029	510-725	1/2 ton truck (replaces 2002 unit)	1	\$ 30,000

***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>
2025	510-730	New AMI System	1	\$ 7,750,000
2025	510-730	1.25-ton utility bed truck w/ accessories (comprsr, genertr, ext fue	1	\$ 55,000
2025	510-730	1.25-ton truck with dump bed	1	\$ 50,000
2025	510-730	Replace Water Lines (contract and materials for staff)	4050 ft	\$ 500,000
2025	510-730	1/2 ton 4x4 (replaces 2014 units)	2	\$ 62,500
2025	510-730	Replace Water Line - Adams (between Quapaw and Hickory)	8000 ft	\$ 1,500,000
2026	510-730	Dump Truck (10 wheel) - replaces 2005 unit	1	\$ 165,000
2026	510-730	1.25-ton truck with dump bed (replaces 2016 unit)	1	\$ 52,500
2026	510-730	Replace Water Lines (contract and materials for staff)	4400 ft	\$ 550,000
2027	510-730	Dump Truck (10 wheel) - replaces 2005 unit	1	\$ 170,000
2027	510-730	Replace Water Lines (contract and materials for staff)	4750 ft	\$ 600,000
2028	510-730	Replace Water Lines (contract and materials for staff)	4750 ft	\$ 600,000
2028	510-730	1.25-ton utility bed truck (replaceds 2017 unit)	1	\$ 55,000
2029	510-730	1.25-ton utility bed truck (replaceds 2017 unit)	1	\$ 55,500
2029	510-730	Replace Water Lines (contract and materials for staff)	4750 ft	\$ 625,000

***CITY OF BARTLESVILLE***  
**2024-25 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 Cap Res Fund</b>	<b>Debt Issued</b>	<b>Expenses</b>	<b>Cash Balance</b>
2024	\$ 24,979	24,979	\$ 880,000	\$ -	24,979	3,073,330
2025	3,018,000	3,018,000	880,000	-	3,018,000	935,330
2026	600,000	600,000	880,000	-	600,000	1,215,330
2027	-	-	880,000	-	-	2,095,330
2028	400,000	400,000	880,000	-	400,000	2,575,330
2029	1,500,000	1,500,000	880,000	-	1,500,000	1,955,330
<b>Total</b>	<b>\$ 5,518,000</b>	<b>5,518,000</b>	<b>\$ 4,400,000</b>	<b>\$ -</b>	<b>5,518,000</b>	

***SANITATION 5 YR CAPITAL PLAN - DETAIL***

<b>Fiscal Year</b>	<b>Fund</b>	<b>Item Description</b>	<b>Number of</b>	
			<b>Items</b>	<b>Cost of Purchase</b>
2025	511-750	Rear Load Refuse Truck	2	\$ 375,000
2025	511-750	Roll Off Refuse Truck	2	\$ 350,000
2025	511-750	Automated Refuse Truck	5	\$ 1,750,000
2025	511-750	One Ton Truck	2	\$ 90,000
2025	511-750	2 & 3 cy Containers	36	\$ 36,000
2025	511-750	30 yard Roll-offs	6	\$ 42,000
2025	511-750	Rear Load Refuse Truck	2	\$ 375,000
2026	511-750	Street Sweeper	2	\$ 600,000
2028	511-750	Rear Load Refuse Truck	2	\$ 400,000
2029	511-750	Poly Carts	25,000	\$ 1,500,000

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Debt Service Calculations and Information

The City of Bartlesville and its component unit, the Bartlesville Municipal Authority (BMA), will have eight debt issues outstanding as of July 1, 2024. 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 nine bond issues. These bonds are described below.

**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%.

**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%.

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Debt Service Calculations and Information  
(continued)

**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 interest 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%.

**2021A Combined Purpose Bonds - \$1,150,000**

The 2021A bonds are due in annual payments of \$230,000 with a final payment being on Jun 1, 2027. The bonds pay semi-annual interest rates varying from 1.0-2.0%.

**2022 Combined Purpose Bonds - \$9,500,000**

The 2022 bonds are due in annual payments of \$1,185,000 with a final payment being of \$1,205,000 Jun 1, 2031. The bonds pay semi-annual interest rates varying from 2.55-3.2%.

**2023 Combined Purpose Bonds - \$6,900,000**

The 2023 bonds are due in annual payments of \$765,000 with a final payment being of \$780,000 Nov 1, 2033. The bonds pay semi-annual interest rates varying from 2.80-3.45%.

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***  
2024-25 Operating Budget  
Debt Service Calculations and Information  
(continued)

**General Obligation Bonds  
Debt Service Requirements**

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2025	3,970,000	896,270	4,866,270
2026	4,155,000	663,760	4,818,760
2027	3,915,000	549,650	4,464,650
2028	3,585,000	437,325	4,022,325
2029	2,470,000	324,900	2,794,900
2030	2,190,000	236,300	2,426,300
2031	1,970,000	155,900	2,125,900
2032	765,000	77,100	842,100
2033	765,000	46,500	811,500
2034	<u>780,000</u>	<u>15,600</u>	<u>795,600</u>

**REVENUE BONDS**

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

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

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

***CITY OF BARTLESVILLE***  
2024-25 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***  
2024-25 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:

<b>BMA Revenue Bonds Debt Service Requirements</b>			
<b><u>Fiscal Year</u></b>	<b><u>Principal</u></b>	<b><u>Interest</u></b>	<b><u>Total</u></b>
2025	2,543,054	587,581	3,130,635
2026	2,587,613	540,751	3,128,364
2027	2,633,302	492,947	3,126,249
2028	2,679,108	444,252	3,123,360
2029	2,596,781	394,553	2,991,334
2030	2,516,000	348,399	2,864,399
2031	2,421,000	302,809	2,723,809
2032	2,322,000	260,914	2,582,914
2033	2,361,000	219,754	2,580,754
2034	2,401,000	177,824	2,578,824
2035	2,447,000	135,064	2,582,064
2036	<u>1,372,000</u>	<u>91,374</u>	<u>1,463,374</u>
			-
 <b>Grand Total</b>	 <b><u><u>28,879,858</u></u></b>	 <b><u><u>3,996,222</u></u></b>	 <b><u><u>32,876,080</u></u></b>



***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Current and Prior Years' Revenue Summary by Fund Type**

<b>FUND &amp; SOURCE</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 APPROVED</b>
<b>GENERAL FUND</b>				
<b>General Fund:</b>				
Sales Tax	\$ 18,114,705	\$ 17,643,955	\$ 18,141,268	\$ 17,869,148
Use Tax	1,550,537	2,500,000	4,750,688	4,513,154
Franchise Tax	1,696,390	1,582,000	1,638,252	1,656,600
Licenses & Permits	256,345	255,800	257,242	257,900
Intergovernmental	713,390	700,400	649,123	629,000
Charges for Services	1,116,505	1,123,900	1,321,763	1,304,800
Fines and Forfeits	694,191	748,100	645,575	679,200
Interest and Investment Income	958,765	150,000	1,187,009	150,000
Donations and Miscellaneous	258,051	127,000	247,440	101,200
Transfers In	9,170,941	6,561,228	6,561,228	6,549,579
<b>Total General Fund</b>	<b>\$ 34,529,820</b>	<b>\$ 31,392,383</b>	<b>\$ 35,399,588</b>	<b>\$ 33,710,581</b>
<b>SPECIAL REVENUE FUNDS</b>				
<b>Economic Development Fund:</b>				
Sales Tax	\$ 1,708,277	\$ 1,663,883	\$ 1,711,440	\$ 1,685,769
Hotel-Motel Tax	248,571	238,200	195,747	195,700
Interest and Investment Income	150,557	-	159,069	-
Donations and Miscellaneous	-	-	-	-
<b>Total Economic Development</b>	<b>\$ 2,107,405</b>	<b>\$ 1,902,083</b>	<b>\$ 2,066,256</b>	<b>\$ 1,881,469</b>
<b>E-911 Fund:</b>				
E-911 Service Tax	\$ 41,551	\$ 63,400	\$ 37,500	\$ 37,500
E-911 Wireless Fee	457,773	443,000	537,780	548,500
Charges for Services	2,400	2,400	2,400	2,400
Interest and Investment Income	4,083	-	-	-
Transfers In	698,433	586,603	586,603	778,436
<b>Total E-911</b>	<b>\$ 1,204,240</b>	<b>\$ 1,095,403</b>	<b>\$ 1,164,283</b>	<b>\$ 1,366,836</b>

**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
Current and Prior Years' Revenue Summary by Fund Type  
(continued)

<b>FUND &amp; SOURCE</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 APPROVED</b>
<b>Special Library Fund:</b>				
Intergovernmental	\$ 45,065	\$ 18,000	\$ 34,600	\$ 18,000
Interest and Investment Income	15,854	-	14,095	-
Donations and Miscellaneous	14,389	-	60,066	-
Transfers In	76,994	70,000	107,687	70,000
Total Special Library	<u>\$ 152,302</u>	<u>\$ 88,000</u>	<u>\$ 216,448</u>	<u>\$ 88,000</u>
<b>Special Museum Fund:</b>				
Interest and Investment Income	\$ 6,482	\$ -	\$ 6,147	\$ -
Donations and Miscellaneous	33,107	-	40,149	-
Total Special Museum	<u>\$ 39,589</u>	<u>\$ -</u>	<u>\$ 46,296</u>	<u>\$ -</u>
<b>Municipal Airport Fund:</b>				
Intergovernmental	\$ 450,830	\$ -	\$ 75,583	\$ -
Interest and Investment Income	10,129	-	3,580	-
Total Municipal Airport	<u>\$ 460,959</u>	<u>\$ -</u>	<u>\$ 79,163</u>	<u>\$ -</u>
<b>Harshfield Library Donation Fund:</b>				
Donations and Miscellaneous	<u>\$ 20,477</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Restricted Revenue Fund:</b>				
Donations and Miscellaneous	<u>\$ 86,198</u>	<u>\$ 55,000</u>	<u>\$ 131,945</u>	<u>\$ -</u>
<b>Golf Course Memorial Fund:</b>				
Interest and Investment Income	\$ 578	\$ -	\$ 1,978	\$ -
Donations and Miscellaneous	44,980	25,000	26,100	-
Total Golf Course Memorial	<u>\$ 45,558</u>	<u>\$ 25,000</u>	<u>\$ 28,078</u>	<u>\$ -</u>
<b>JAG Fund:</b>				
Intergovernmental	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 7,185</u>	<u>\$ -</u>

**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
Current and Prior Years' Revenue Summary by Fund Type  
(continued)

<b>FUND &amp; SOURCE</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 APPROVED</b>
<b>CDBG-COVID Fund:</b>				
Intergovernmental	\$ 70,086	\$ -	\$ -	\$ 485,000
<b>ARPA Fund:</b>				
Intergovernmental	\$ 3,186,294	\$ -	\$ -	\$ -
<b>Neighborhood Park Fund:</b>				
Interest and Investment Income	\$ 1,535	\$ -	\$ 2,575	\$ -
Donations and Miscellaneous	30,965	-	-	-
Total Neighborhood Park	\$ 32,500	\$ -	\$ 2,575	\$ -
<b>Cemetery Perpetual Care Fund:</b>				
Charges for Services	\$ 2,759	\$ 2,600	\$ 2,486	\$ 2,400
Interest and Investment Income	396	-	433	-
Total Cemetery Perpetual Care	\$ 3,155	\$ 2,600	\$ 2,919	\$ 2,400
<b>Total Special Revenue Funds</b>	<b>\$ 7,408,763</b>	<b>\$ 3,168,086</b>	<b>\$ 3,745,148</b>	<b>\$ 3,823,705</b>
<b>DEBT SERVICE FUND</b>				
<b>Debt Service Fund:</b>				
Ad Valorem - Current Year	\$ 4,319,963	\$ 4,156,550	\$ 4,724,769	\$ 4,940,770
Proceeds from Issuance of Debt	-	-	-	-
<b>Total Debt Service Fund</b>	<b>\$ 4,319,963</b>	<b>\$ 4,156,550</b>	<b>\$ 4,724,769</b>	<b>\$ 4,940,770</b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Current and Prior Years' Revenue Summary by Fund Type**  
**(continued)**

<b><i>FUND &amp; SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 APPROVED</i></b>
<b>CAPITAL PROJECTS FUNDS</b>				
<b>CIP - Sales Tax Fund:</b>				
Sales Tax	\$ 3,418,877	\$ 3,330,030	\$ 3,422,881	\$ 3,371,537
Interest and Investment Income	152,183	-	159,830	-
Donations and Miscellaneous	199,750	-	432,918	-
Total CIP - Sales Tax	<u>\$ 3,770,810</u>	<u>\$ 3,330,030</u>	<u>\$ 4,015,629</u>	<u>\$ 3,371,537</u>
<b>CIP - Wastewater Fund:</b>				
Charges for Services	\$ 51,050	\$ -	\$ 20,000	\$ -
Interest and Investment Income	6,452	-	6,889	-
Total CIP - Wastewater	<u>\$ 57,502</u>	<u>\$ -</u>	<u>\$ 26,889</u>	<u>\$ -</u>
<b>CIP - Wastewater Regulatory Fund:</b>				
Interest and Investment Income	<u>35,103</u>	<u>-</u>	<u>34,894</u>	<u>-</u>
<b>CIP - City Hall Fund:</b>				
Charges for Services	\$ 5,509	\$ -	\$ 6,187	\$ -
Interest and Investment Income	47,880	-	47,880	47,880
Total CIP - City Hall	<u>\$ 53,389</u>	<u>\$ -</u>	<u>\$ 54,067</u>	<u>\$ 47,880</u>
<b>CIP - Storm Sewer Fund:</b>				
Charges for Services	\$ 1,609	\$ -	\$ 3,406	\$ -
Interest and Investment Income	2,437	-	2,250	-
Total CIP - Storm Sewer	<u>\$ 4,046</u>	<u>\$ -</u>	<u>\$ 5,656</u>	<u>\$ -</u>
<b>CDBG Fund:</b>				
Intergovernmental	<u>\$ 9,246</u>	<u>\$ -</u>	<u>\$ 219,087</u>	<u>\$ -</u>
<b>Total Capital Project Funds</b>	<b><u>\$ 3,930,096</u></b>	<b><u>\$ 3,330,030</u></b>	<b><u>\$ 4,356,222</u></b>	<b><u>\$ 3,419,417</u></b>

**CITY OF BARTLESVILLE**  
**2024-25 Operating Budget**  
**Current and Prior Years' Revenue Summary by Fund Type**  
(continued)

<b>FUND &amp; SOURCE</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 APPROVED</b>
<b>ENTERPRISE FUNDS</b>				
<b>Wastewater Operating Fund:</b>				
Donations and Miscellaneous	\$ 12,349	\$ -	\$ 1,068	\$ -
Transfers In	5,009,621	5,262,141	5,427,118	5,818,507
Total Wastewater Operating	<u>\$ 5,021,970</u>	<u>\$ 5,262,141</u>	<u>\$ 5,428,186</u>	<u>\$ 5,818,507</u>
<b>Water Operating Fund:</b>				
Donations and Miscellaneous	\$ 7,343	\$ -	\$ 2,293	\$ -
Transfers In	8,059,350	8,959,701	7,720,442	9,929,087
Total Water Operating	<u>\$ 8,066,693</u>	<u>\$ 8,959,701</u>	<u>\$ 7,722,735</u>	<u>\$ 9,929,087</u>
<b>Sanitation Operating Fund:</b>				
Charges for Services	\$ 5,946,618	\$ 6,228,424	\$ 6,349,556	\$ 6,683,248
Donations and Miscellaneous	922	-	856	-
Total Sanitation Operating	<u>\$ 5,947,540</u>	<u>\$ 6,228,424</u>	<u>\$ 6,350,412</u>	<u>\$ 6,683,248</u>
<b>Golf Course Operating Fund:</b>				
Charges for Services	\$ 420,466	\$ 381,600	\$ 470,988	\$ 469,200
Interest and Investment Income	2,292	-	-	-
Transfers In	135,941	282,054	282,052	686,514
Total Golf Course Operating	<u>\$ 558,699</u>	<u>\$ 663,654</u>	<u>\$ 753,040</u>	<u>\$ 1,155,714</u>
<b>Sooner Pool Fund:</b>				
Interest and Investment Income	\$ 213	\$ -	\$ 743	\$ -
Transfers In	49,871	72,245	74,240	71,179
Total Sooner Pool	<u>\$ 50,084</u>	<u>\$ 72,245</u>	<u>\$ 74,983</u>	<u>\$ 71,179</u>
<b>Frontier Pool Fund:</b>				
Interest and Investment Income	\$ 209	\$ -	\$ 840	\$ -
Transfers In	60,921	94,205	94,201	95,013
Total Frontier Pool	<u>\$ 61,130</u>	<u>\$ 94,205</u>	<u>\$ 95,041</u>	<u>\$ 95,013</u>
<b>Airport Operating Fund:</b>				
Charges for Services	\$ 526,201	\$ 358,000	\$ 544,369	\$ 526,200
Transfers In	36,472	227,975	227,968	-
Total Airport Operating	<u>\$ 562,673</u>	<u>\$ 585,975</u>	<u>\$ 772,337</u>	<u>\$ 526,200</u>
<b>Total Enterprise Funds</b>	<u><b>\$ 20,268,789</b></u>	<u><b>\$ 21,866,345</b></u>	<u><b>\$ 21,196,734</b></u>	<u><b>\$ 24,278,948</b></u>

**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
Current and Prior Years' Revenue Summary by Fund Type  
(continued)

<b>FUND &amp; SOURCE</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 APPROVED</b>
<b>INTERNAL SERVICE FUNDS</b>				
<b>Worker's Compensation Fund:</b>				
Interest and Investment Income	\$ 14,282	\$ -	\$ 12,413	\$ -
Donations and Miscellaneous	5,126	-	7,666	-
Contribution from Operate Dept.	101,160	93,460	93,460	132,951
Total Worker's Compensation	<u>\$ 120,568</u>	<u>\$ 93,460</u>	<u>\$ 113,539</u>	<u>\$ 132,951</u>
<b>Health Insurance Fund:</b>				
Employee Contributions	\$ 513,214	\$ 450,000	\$ 565,000	\$ 537,000
Retiree Contributions	72,254	125,000	67,123	140,000
Interest and Investment Income	103,601	-	165,000	-
Reimbursement of Operations	3,122,739	3,771,526	3,771,526	4,533,171
Reimbursement by Contract	468,952	320,000	400,000	320,000
Total Health Insurance	<u>\$ 4,280,760</u>	<u>\$ 4,666,526</u>	<u>\$ 4,968,649</u>	<u>\$ 5,530,171</u>
<b>Auto Collision Fund:</b>				
Donations and Miscellaneous	\$ 7,936	\$ -	\$ 22,043	\$ -
Transfers In	75,000	75,000	75,000	75,000
Total Auto Collision	<u>\$ 82,936</u>	<u>\$ 75,000</u>	<u>\$ 97,043</u>	<u>\$ 75,000</u>
<b>Stabilization Reserve Fund:</b>				
Transfers In	<u>\$ 1,722,643</u>	<u>\$ 1,291,774</u>	<u>\$ 1,291,774</u>	<u>\$ 1,550,943</u>
<b>Capital Reserve Fund:</b>				
Charges for Services	\$ 4,894,209	\$ 4,118,023	\$ 4,867,677	\$ 5,177,005
Transfers In	2,530,000	2,880,000	2,880,000	2,880,000
Total Capital Reserve Fund	<u>\$ 7,424,209</u>	<u>\$ 6,998,023</u>	<u>\$ 7,747,677</u>	<u>\$ 8,057,005</u>
<b>Total Internal Service Funds</b>	<b><u>\$ 13,631,116</u></b>	<b><u>\$ 13,124,783</u></b>	<b><u>\$ 14,218,682</u></b>	<b><u>\$ 15,346,070</u></b>
<b>FIDUCIARY FUNDS</b>				
<b>Mausoleum Trust Fund:</b>				
Interest and Investment Income	<u>\$ 351</u>	<u>\$ -</u>	<u>\$ 200</u>	<u>\$ 174</u>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Current and Prior Years' Revenue Summary by Fund Type  
(continued)

<b><i>FUND &amp; SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 APPROVED</i></b>
<b>BARTLESVILLE MUNICIPAL AUTHORITY</b>				
<b>BMA - Wastewater Fund:</b>				
Charges for Services	\$ 5,857,374	\$ 6,007,344	\$ 6,038,403	\$ 6,741,440
Interest and Investment Income	61,147	-	-	-
Donations and Miscellaneous	164,384	30,000	135,630	31,141
Debt Obligation Proceeds	-	-	-	83,000,000
Total BMA - Wastewater	<u>\$ 6,082,905</u>	<u>\$ 6,037,344</u>	<u>\$ 6,174,033</u>	<u>\$ 89,772,581</u>
<b>BMA - Water Fund:</b>				
Charges for Services	\$ 11,528,446	\$ 11,091,140	\$ 10,634,835	\$ 11,091,140
Interest and Investment Income	85,121	-	75,256	-
Donations and Miscellaneous	-	-	747,123	-
Debt Obligation Proceeds	5,268,006	-	329,089	7,500,000
Total BMA - Water	<u>\$ 16,881,573</u>	<u>\$ 11,091,140</u>	<u>\$ 11,786,303</u>	<u>\$ 18,591,140</u>
<b>Total BMA Funds</b>	<b><u>\$ 22,964,478</u></b>	<b><u>\$ 17,128,484</u></b>	<b><u>\$ 17,960,336</u></b>	<b><u>\$ 108,363,721</u></b>
<b>TOTAL REVENUE ALL FUNDS</b>	<b><u>\$ 107,053,376</u></b>	<b><u>\$ 94,166,661</u></b>	<b><u>\$ 101,601,679</u></b>	<b><u>\$ 193,883,386</u></b>

# ***CITY OF BARTLESVILLE***

## 2024-25 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 APPROVED</b>
<b>GENERAL FUND</b>				
<b>General Fund:</b>				
City Council	\$ 22,130	\$ 22,660	\$ 19,696	\$ 22,660
Administration	962,241	1,299,110	1,186,595	1,456,800
Accounting and Finance	1,607,894	1,835,178	1,675,040	2,041,416
Legal	247,260	267,375	228,953	266,829
Building & Neighborhood Service	863,525	1,074,420	945,987	1,048,315
Building Maintenance	486,760	516,292	470,086	549,356
General Services	795,055	843,350	683,084	959,650
Cemetery	13,438	16,860	9,197	16,860
Community Development	578,598	599,057	571,907	687,965
Technical Services	1,071,836	1,308,074	1,295,075	1,491,757
Engineering	703,606	856,208	789,094	1,009,762
Fleet Maintenance	467,125	512,721	486,779	543,183
Fire	7,606,741	7,778,633	7,946,599	8,241,858
Police	7,762,461	9,162,018	8,744,208	10,131,557
Street	1,769,671	2,103,511	1,733,626	2,180,609
Library	1,587,325	1,840,902	1,756,541	1,814,914
History Museum	203,127	227,627	220,092	248,743
Park and Recreation	1,402,613	1,721,651	1,410,077	1,756,898
Transfers Out	4,011,107	4,011,107	4,011,107	4,787,466
Reserves	-	1,215,725	-	1,225,200
<b>Total General Fund</b>	<b>\$ 32,162,513</b>	<b>\$ 37,212,479</b>	<b>\$ 34,183,743</b>	<b>\$ 40,481,798</b>
<b>SPECIAL REVENUE FUNDS</b>				
<b>Economic Development Fund:</b>				
Economic Development	\$ 1,378,267	\$ 5,416,131	\$ 1,927,503	\$ 5,708,341
<b>E-911 Fund:</b>				
Emergency Dispatch	\$ 1,103,215	\$ 1,197,905	\$ 1,159,190	\$ 1,487,474
Reserves	-	28,115	-	27,620
<b>Total E-911 Fund</b>	<b>\$ 1,103,215</b>	<b>\$ 1,226,020</b>	<b>\$ 1,159,190</b>	<b>\$ 1,515,094</b>
<b>Special Library Fund:</b>				
Library	\$ 161,647	\$ 220,970	\$ 216,772	\$ 202,000



2024-25 Operating Budget  
Current and Prior Years' Expenditure Summary by Fund Type  
(continued)

<b>FUND &amp; DEPARTMENT</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 APPROVED</b>
<b>Special Museum Fund:</b>				
Museum	\$ 30,336	\$ 51,500	\$ 37,024	\$ 25,100
<b>Municipal Airport Fund:</b>				
Airport	\$ 639,119	\$ 150,000	\$ 149,693	\$ 7,598
<b>Harshfield Library Donation Fund:</b>				
Library	\$ 169,237	\$ 382,568	\$ 77,876	\$ 375,860
<b>Restricted Revenue Fund:</b>				
General Services	\$ 5,125	\$ 59,373	\$ 6,627	\$ 87,276
Cemetery	-	27,532	-	27,892
Community Development	-	3,168	-	3,168
Fire	-	59,116	58,482	1,284
Police	38,035	88,252	46,969	77,655
Park and Recreation	-	2,676	-	2,676
Swimming Pools	5,849	92,993	791	93,980
Stadium	-	12,331	-	12,331
Total Restricted Donations	\$ 49,009	\$ 345,441	\$ 112,869	\$ 306,262
<b>Golf Course Memorial Fund:</b>				
Municipal Golf Course	\$ 31,116	\$ 65,940	\$ 52,812	\$ 21,528
<b>JAG Fund:</b>				
Police	\$ -	\$ 7,619	\$ -	\$ 14,804
<b>CDBG-COVID Fund:</b>				
General Services	\$ 16,328	\$ -	\$ -	\$ 485,000
<b>ARPA Fund:</b>				
Transfer to General	\$ 3,609,713	\$ 1,000,000	\$ 1,000,000	\$ 500,000
<b>Neighborhood Park Fund:</b>				
Park and Recreation	\$ -	\$ 29,599	\$ -	\$ 62,723
<b>Cemetery Perpetual Care Fund:</b>				
Cemetery	\$ 1,334	\$ 12,303	\$ 343	\$ 15,009
<b>Total Special Revenue Funds</b>	<b>\$ 7,189,321</b>	<b>\$ 8,908,091</b>	<b>\$ 4,734,082</b>	<b>\$ 9,239,319</b>

# CITY OF BARTLESVILLE

## 2024-25 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 APPROVED</b>
<b>DEBT SERVICE FUND</b>				
<b>Debt Service Fund:</b>				
Judgments	\$ 36,838	\$ 70,000	\$ 70,000	\$ 70,000
2012 Combined Purpose Bonds	339,585	-	-	-
2014 Combined Purpose Bonds	175,770	184,370	184,370	-
2014B Combined Purpose Bonds	615,356	593,994	593,994	606,800
2015 Combined Purpose Bonds	237,490	230,980	230,980	227,020
2018A Combined Purpose Bonds	1,368,300	1,305,800	1,305,800	1,274,450
2018C Combined Purpose Bonds	343,675	327,375	327,375	319,125
2019A Combined Purpose Bonds	257,275	249,500	249,500	245,100
2019B Combined Purpose Bonds	110,175	107,500	107,500	105,500
2021A Combined Purpose Bonds	16,100	244,300	244,300	242,000
2022 Combined Purpose Bonds	160,375	1,506,250	1,506,250	1,470,700
2023 Combined Purpose Bonds	-	-	-	380,075
<b>Total Debt Service Fund</b>	<b>\$ 3,660,939</b>	<b>\$ 4,820,069</b>	<b>\$ 4,820,069</b>	<b>\$ 4,940,770</b>
<b>CAPITAL PROJECTS FUNDS</b>				
<b>CIP - Sales Tax Fund:</b>				
Building and Neighborhood Services	\$ 3,000	\$ -	\$ 52,839	\$ 100,000
General Services	352,463	448,512	410,674	498,638
Community Development	-	-	-	-
Tech Services	144,980	95,000	120,761	259,500
Engineering	7,378	60,000	-	100,000
Fire	184,337	-	82,389	-
Police	777,101	44,860	156,495	682,360
Storm Sewer	-	75,000	500	249,500
Street	498,742	2,835,000	54,833	4,385,000
Park and Recreation	1,309,462	1,601,906	585,326	2,311,906
Municipal Golf Course	45,974	20,500	324,965	5,000
Unallocated	-	-	-	796,993
<b>Total CIP - Sales Tax</b>	<b>\$ 3,323,437</b>	<b>\$ 5,180,778</b>	<b>\$ 1,788,782</b>	<b>\$ 9,388,897</b>
<b>CIP - Wastewater Fund:</b>				
Wastewater Maintenance	\$ 20,276	\$ 28,000	\$ 74,999	\$ 43,000
Unallocated	-	43,269	-	44,205
<b>Total CIP - Wastewater</b>	<b>\$ 20,276</b>	<b>\$ 71,269</b>	<b>\$ 74,999</b>	<b>\$ 87,205</b>
<b>CIP - Wastewater Regulatory Fund:</b>				
Transfers Out	\$ 255,242	\$ -	\$ -	\$ -
Unallocated	-	549,945	-	154,032
<b>Total CIP - Wastewater Regulatory</b>	<b>\$ 255,242</b>	<b>\$ 589,945</b>	<b>\$ 24,431</b>	<b>\$ 584,032</b>

# ***CITY OF BARTLESVILLE***

## 2024-25 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 APPROVED</b>
<b>CIP - City Hall Fund:</b>				
General Services	\$ 1,780	\$ 120,000	\$ -	\$ 120,000
Unallocated	-	101,971	-	107,358
Total CIP - City Hall	<u>\$ 1,780</u>	<u>\$ 221,971</u>	<u>\$ -</u>	<u>\$ 227,358</u>
<b>CIP - Storm Sewer Fund:</b>				
Storm Sewer	<u>\$ -</u>	<u>\$ 55,577</u>	<u>\$ 7,447</u>	<u>\$ 48,130</u>
<b>CDBG Fund:</b>				
Street	<u>\$ 227,068</u>	<u>\$ -</u>	<u>\$ 7,700</u>	<u>\$ -</u>
<b>2012 G.O Bond Fund</b>				
Sooner Pool	<u>\$ 22,372</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>2014B G.O Bond Fund</b>				
Unallocated	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,885</u>
<b>2018B G.O Bond Fund</b>				
Storm Swere	\$ -	\$ -	\$ -	\$ 31,386
Unallocated	-	31,386	-	-
Total 2018A G.O. Bond	<u>\$ -</u>	<u>\$ 31,386</u>	<u>\$ -</u>	<u>\$ 31,386</u>
<b>2018C G.O Bond Fund</b>				
Police	\$ 35,288	\$ -	\$ -	\$ -
Street	8,378	-	-	-
Park and Recreation	20,943	-	-	-
Total 2018C G.O. Bond	<u>\$ 64,609</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
Current and Prior Years' Expenditure Summary by Fund Type  
(continued)

<b>FUND &amp; DEPARTMENT</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 APPROVED</b>
<b>2019A G.O Bond Fund</b>				
Park and Recreation	\$ 329,800	\$ 326,564	\$ -	\$ 326,564
Total 2019A G.O. Bond	\$ 329,800	\$ 326,564	\$ -	\$ 327,431
<b>2019B G.O Bond Fund</b>				
Storm Sewer	\$ -	\$ 300,000	\$ 44,400	\$ 300,000
Unallocated	-	41,460	-	41,460
Total 2019B G.O. Bond	\$ -	\$ 341,460	\$ 44,400	\$ 341,460
<b>2021A G.O Bond Fund</b>				
Street	\$ 582,556	\$ -	\$ -	\$ -
Park and Recreation	-	443,000	-	510,000
Unallocated	-	-	-	16,494
Total 2021A G.O. Bond	\$ 582,556	\$ 443,000	\$ -	\$ 526,494
<b>2022 G.O Bond Fund</b>				
General Services	\$ -	\$ -	\$ 124,781	\$ -
Tech Services	3,800	-	1,199,925	-
Fire	7,219	25,000	13,500	-
Police	499,969	-	-	-
Street	1,187,250	3,584,585	1,594,877	2,360,000
Library	59,677	37,860	137,817	-
Park	331,981	1,232,952	470,200	810,750
Unallocated	7,973	-	-	53,234
Total 2022 G.O. Bond	\$ 2,097,869	\$ 4,880,397	\$ 3,541,100	\$ 3,223,984
<b>2023 G.O Bond Fund</b>				
Accounting & Finance	\$ -	\$ 104,230	\$ -	\$ -
General Services	-	300,000	-	300,000
Tech Services	-	430,000	25,000	388,000
Fire	-	246,900	-	246,900
Street	-	4,408,720	204,255	4,175,745
Library	-	208,650	229,361	-
Park	-	501,500	-	501,500
Golf	-	700,000	-	700,000
Unallocated	-	-	-	25,009
Total 2023 G.O. Bond	\$ -	\$ 6,900,000	\$ 562,846	\$ 6,337,154
<b>Total Capital Projects Funds</b>	<b>\$ 6,925,009</b>	<b>\$ 19,042,347</b>	<b>\$ 6,051,705</b>	<b>\$ 21,134,379</b>

# CITY OF BARTLESVILLE

## 2024-25 Operating Budget

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

<i><b>FUND &amp; DEPARTMENT</b></i>	<i><b>2022-23 ACTUAL</b></i>	<i><b>2023-24 BUDGET</b></i>	<i><b>2023-24 ESTIMATE</b></i>	<i><b>2024-25 APPROVED</b></i>
<b>ENTERPRISE FUNDS</b>				
<b>Wastewater Operating Fund:</b>				
Wastewater Treatment Plant	\$ 2,677,905	\$ 2,965,385	\$ 2,962,135	\$ 3,177,550
Wastewater Maintenance	701,493	861,009	813,129	993,617
Transfers Out	1,642,574	1,646,975	1,526,012	1,836,183
Reserves	-	88,790	-	97,138
Total Wastewater Operating	<u>\$ 5,021,972</u>	<u>\$ 5,562,159</u>	<u>\$ 5,301,276</u>	<u>\$ 6,104,488</u>
<b>Water Operating Fund:</b>				
Water Plant	\$ 3,445,062	\$ 3,930,908	\$ 3,324,580	\$ 4,094,740
Water Administration	369,592	403,611	384,292	465,954
Water Distribution	1,682,660	2,251,525	1,733,033	2,373,912
Transfers Out	2,569,382	2,585,280	2,385,530	2,878,743
Reserves	-	294,520	-	368,397
Total Water Operating	<u>\$ 8,066,696</u>	<u>\$ 9,465,844</u>	<u>\$ 7,827,435</u>	<u>\$ 10,181,746</u>
<b>Sanitation Operating Fund:</b>				
Sanitation	\$ 3,248,715	\$ 3,564,131	\$ 3,058,932	\$ 3,825,601
Transfers Out	2,647,446	2,649,730	2,647,446	2,684,272
Reserves	-	134,997	-	140,718
Total Sanitation Operating	<u>\$ 5,896,161</u>	<u>\$ 6,348,858</u>	<u>\$ 5,706,378</u>	<u>\$ 6,650,591</u>
<b>Municipal Golf Course Fund:</b>				
Golf Course	\$ 465,916	\$ 491,691	\$ 519,493	\$ 609,957
Pro Shop	128,428	143,650	142,398	655,700
Reserves	-	30,581	-	30,939
Total Municipal Golf Course	<u>\$ 594,344</u>	<u>\$ 665,922</u>	<u>\$ 661,891</u>	<u>\$ 1,296,596</u>
<b>Sooner Pool Fund:</b>				
Sooner Pool	\$ 51,904	\$ 78,002	\$ 28,379	\$ 78,002
Reserves	-	1,560	-	1,560
Total Sooner Pool	<u>\$ 51,904</u>	<u>\$ 79,562</u>	<u>\$ 28,379</u>	<u>\$ 79,562</u>
<b>Frontier Pool Fund:</b>				
Frontier Pool	\$ 52,275	\$ 92,382	\$ 49,313	\$ 92,382
Reserves	-	1,848	-	1,848
Total Frontier Pool	<u>\$ 52,275</u>	<u>\$ 94,230</u>	<u>\$ 49,313</u>	<u>\$ 94,230</u>
<b>Municipal Airport Fund:</b>				
Airport	\$ 605,714	\$ 640,466	\$ 616,150	\$ 706,086
Reserves	-	29,570	-	41,528
Total Municipal Airport	<u>\$ 605,714</u>	<u>\$ 670,036</u>	<u>\$ 616,150</u>	<u>\$ 747,614</u>
<b>Total Enterprise Funds</b>	<u><b>\$ 20,289,066</b></u>	<u><b>\$ 22,886,611</b></u>	<u><b>\$ 20,190,822</b></u>	<u><b>\$ 25,154,827</b></u>

# CITY OF BARTLESVILLE

## 2024-25 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 APPROVED</b>
<b>INTERNAL SERVICE FUNDS</b>				
<b>Workers' Compensation Fund:</b>				
Work Comp Claims	\$ 136,786	\$ 400,000	\$ 138,208	\$ 400,000
Administration	35,235	30,000	28,717	30,000
Total Workers' Compensation	<u>\$ 172,021</u>	<u>\$ 430,000</u>	<u>\$ 166,925</u>	<u>\$ 430,000</u>
<b>Health Insurance Fund:</b>				
Medical Claims	\$ 3,718,707	\$ 4,291,576	\$ 4,291,576	\$ 4,618,050
Administration Fees	865,929	696,204	696,204	913,158
Total Health Insurance	<u>\$ 4,584,636</u>	<u>\$ 4,987,780</u>	<u>\$ 4,987,780</u>	<u>\$ 5,531,208</u>
<b>Auto Collision Fund:</b>				
Auto Collision Claims	<u>\$ 50,692</u>	<u>\$ 443,559</u>	<u>\$ 21,513</u>	<u>\$ 443,559</u>
<b>Stabilization Reserve Fund:</b>				
General Fund Reserve	\$ -	\$ 8,736,518	\$ -	\$ 9,867,842
Wastewater Fund Reserve	-	1,194,089	-	1,311,390
Water Fund Reserve	-	1,997,904	-	2,189,832
Sanitation Fund Reserve	-	1,296,914	-	1,407,304
Total Stabilization Reserve	<u>\$ -</u>	<u>\$ 13,225,425</u>	<u>\$ -</u>	<u>\$ 14,776,368</u>
<b>Capital Reserve Fund:</b>				
General	\$ 1,342,664	\$ 3,817,050	\$ 1,688,890	\$ 3,875,000
Wastewater	907,701	3,860,000	938,369	5,190,000
Water	976,990	1,825,000	790,644	8,500,000
Sanitation	59,119	2,888,000	24,979	2,888,000
Total Capital Reserve	<u>\$ 3,286,474</u>	<u>\$ 12,390,050</u>	<u>\$ 3,442,882</u>	<u>\$ 20,453,000</u>
<b>Total Internal Service Funds</b>	<b><u>\$ 8,093,823</u></b>	<b><u>\$ 31,476,814</u></b>	<b><u>\$ 8,619,100</u></b>	<b><u>\$ 41,634,135</u></b>
<b>FIDUCIARY FUNDS</b>				
<b>Mausoleum Trust Fund:</b>				
Mausoleum	<u>\$ -</u>	<u>\$ 7,791</u>	<u>\$ -</u>	<u>\$ 8,515</u>
<b>BARTLESVILLE MUNICIPAL AUTHORITY</b>				
<b>BMA - Wastewater Fund:</b>				
BMA Wastewater Operating	\$ 27,870	\$ 27,735	\$ 27,870	\$ 1,500,000
BMA - WasteWater Construction	-	45,000,000	-	81,500,000
Transfers Out	5,009,621	5,262,141	5,427,118	5,818,507
Total BMA - Wastewater	<u>\$ 5,037,491</u>	<u>\$ 50,289,876</u>	<u>\$ 5,454,988</u>	<u>\$ 88,818,507</u>
<b>BMA - Water Fund:</b>				
BMA - Water Operating	\$ 208,712	\$ 3,086,970	\$ 2,983,460	\$ 3,275,784
BMA - Water Construction	3,362,502	739,054	329,089	7,500,000
Transfers Out	8,059,350	8,959,701	7,720,442	9,929,087
Total BMA - Water	<u>\$ 11,630,564</u>	<u>\$ 12,785,725</u>	<u>\$ 11,032,991</u>	<u>\$ 20,704,871</u>
<b>Total BMA Funds</b>	<b><u>\$ 16,668,055</u></b>	<b><u>\$ 63,075,601</u></b>	<b><u>\$ 16,487,979</u></b>	<b><u>\$ 109,523,378</u></b>

**CITY OF BARTLESVILLE**  
2024-25 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, 2024 is provided below.

**General Fund**  
**Budgetary Fund Balance Calculation**  
**As of July 1, 2024**

<u>Account Title</u>	<u>Balance</u>
Cash and Investments	5,812,677
Petty Cash	3,250
Inventory	134,722
Accounts Receivable (net of allowance)	<u>(173,225)</u>
Total Assets	<u>5,777,424</u>
Cleat Payable	1,960
Other Payables	(3,920)
Deferred Revenue	(4,994)
Deposit Payable	(2,830)
Reserved for Encumbrances	<u>(212,268)</u>
Total Liabilities	<u>(222,052)</u>
<b>Total Budgetary Fund Balance</b>	<b><u>5,555,372</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 2024-25 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**  
2024-25 Operating Budget  
Estimated Change in Fund Equity – All Funds  
(continued)

<b>FUND</b>	<b>FUND BALANCE JULY 1, 2024</b>	<b>ADDITIONS</b>	<b>REDUCTIONS</b>	<b>FUND BALANCE JUNE 30, 2025</b>
<b>GENERAL FUND</b>				
General	\$ 6,771,217	\$ 33,710,581	\$ 39,256,598	\$ 1,225,200
<b>SPECIAL REVENUE FUNDS</b>				
Economic Development	\$ 3,826,872	\$ 1,881,469	\$ 5,708,341	\$ -
E-911	148,258	1,366,836	1,487,474	27,620
Special Library	328,106	88,000	202,000	214,106
Special Museum	147,978	-	25,100	122,878
Municipal Airport	7,598	-	7,598	-
Harshfield Library Donation	375,860	-	375,860	-
Restricted Revenue	306,263	-	306,263	-
Golf Course Memorial	21,528	-	21,528	-
JAG	14,804	-	14,804	-
CDBG-COVID	-	485,000	485,000	-
ARPA	1,732,952	-	500,000	1,232,952
Neighborhood Park	62,723	-	62,723	-
Cemetery Perpetual Care	12,609	2,400	15,009	-
Special Revenue Funds	\$ 6,985,551	\$ 3,823,705	\$ 9,211,700	\$ 1,597,556
<b>DEBT SERVICE FUND</b>				
Debt Service	\$ 3,639,119	\$ 4,940,770	\$ 4,940,770	\$ 3,639,119
<b>CAPITAL PROJECTS FUNDS</b>				
CIP - Sales Tax	\$ 6,017,360	\$ 3,371,537	\$ 9,388,897	\$ -
CIP - Wastewater	87,205	-	87,205	-
CIP - Wastewater Reg	584,032	-	584,032	-
CIP - City Hall	179,478	47,880	227,358	-
CIP - Storm Sewer	55,093	-	55,093	-
CDBG	-	-	-	-
2014B GO Bond	3,885	-	3,885	-
2018B GO Bond	31,386	-	31,386	-
2019A GO Bond	327,431	-	327,431	-
2019B GO Bond	341,460	-	341,460	-
2021A GO Bond	526,494	-	526,494	-
2022 GO Bond	3,223,984	-	3,223,984	-
2023 GO Bond	6,337,154	-	6,337,154	-
Capital Projects Funds	\$ 17,714,962	\$ 3,419,417	\$ 21,134,379	\$ -



**CITY OF BARTLESVILLE**  
**2024-25 Operating Budget**  
**Estimated Change in Fund Equity – All Funds**  
**(continued)**

<b>FUND</b>	<b>FUND BALANCE JULY 1, 2024</b>	<b>ADDITIONS</b>	<b>REDUCTIONS</b>	<b>FUND BALANCE JUNE 30, 2025</b>
<b>ENTERPRISE FUNDS</b>				
Wastewater Operating	\$ 285,981	\$ 5,818,507	\$ 6,007,350	\$ 97,138
Water Operating	252,659	9,929,087	9,813,349	368,397
Sanitation Operating	905,353	6,683,248	6,509,873	1,078,728
Municipal Golf Course	140,882	1,155,714	1,296,596	-
Sooner Pool	68,383	71,179	78,002	61,560
Frontier Pool	69,217	95,013	92,382	71,848
Municipal Airport	469,646	526,200	747,614	248,232
Enterprise Funds	<u>\$ 2,192,121</u>	<u>\$ 24,278,948</u>	<u>\$ 24,545,166</u>	<u>\$ 1,925,903</u>
<b>INTERNAL SERVICE FUNDS</b>				
Workers' Compensation	\$ 297,049	\$ 132,951	\$ 430,000	\$ -
Health Insurance	1,037	5,530,171	5,531,208	-
Auto Collision Insurance	585,395	75,000	443,559	216,836
Stabilization Reserve	13,225,425	1,550,943	-	14,776,368
Capital Reserve	21,752,292	8,057,005	20,453,000	9,356,297
Internal Service Funds	<u>\$ 35,861,198</u>	<u>\$ 15,346,070</u>	<u>\$ 26,857,767</u>	<u>\$ 24,349,501</u>
<b>FIDUCIARY FUNDS</b>				
Mausoleum Trust	<u>\$ 8,341</u>	<u>\$ 174</u>	<u>\$ 8,377</u>	<u>\$ 138</u>
<b>BARTLESVILLE MUNICIPAL AUTHORITY FUNDS</b>				
BMA - Wastewater	\$ 3,485,092	\$ 89,772,581	\$ 88,818,507	\$ 4,439,166
BMA - Water	8,084,740	18,591,140	20,704,871	5,971,009
BMA Funds	<u>\$ 11,569,832</u>	<u>\$ 108,363,721</u>	<u>\$ 109,523,378</u>	<u>\$ 10,410,175</u>
<b>All Funds Total</b>	<b><u>\$ 84,742,341</u></b>	<b><u>\$ 193,883,386</u></b>	<b><u>\$ 235,478,135</u></b>	<b><u>\$ 43,147,592</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***  
2024-25 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***

## 2024-25 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2023-24 BUDGET</b>	<b>2024-25 BUDGET</b>	<b>% INCREASE (DECREASE)</b>
<b>GENERAL FUND</b>			
<b>General Fund:</b>			
City Council			
Contractual Services	\$ 19,760	\$ 19,760	0.0%
Materials and Supplies	2,900	2,900	0.0%
City Council Total	<u>\$ 22,660</u>	<u>\$ 22,660</u>	<u>0.0%</u>
Administration			
Personnel Services	\$ 1,080,107	\$ 1,171,512	8.5%
Contractual Services	209,753	277,038	32.1%
Materials and Supplies	9,250	8,250	-10.8%
Administration Total	<u>\$ 1,299,110</u>	<u>\$ 1,456,800</u>	<u>12.1%</u>
Accounting and Finance			
Personnel Services	\$ 1,301,098	\$ 1,419,436	9.1%
Contractual Services	503,580	588,780	16.9%
Materials and Supplies	30,500	33,200	8.9%
Accounting and Finance Total	<u>\$ 1,835,178</u>	<u>\$ 2,041,416</u>	<u>11.2%</u>
Legal			
Personnel Services	\$ 206,175	\$ 205,629	-0.3%
Contractual Services	61,200	61,200	0.0%
Materials and Supplies	-	-	N/A
Legal Total	<u>\$ 267,375</u>	<u>\$ 266,829</u>	<u>-0.2%</u>
Building & Neighbor Service			
Personnel Services	\$ 673,376	\$ 640,921	-4.8%
Contractual Services	347,229	353,579	1.8%
Materials and Supplies	53,815	53,815	0.0%
Building & Neighbor Service Total	<u>\$ 1,074,420</u>	<u>\$ 1,048,315</u>	<u>-2.4%</u>
Building Maintenance			
Personnel Services	\$ 411,239	\$ 436,738	6.2%
Contractual Services	80,215	89,230	11.2%
Materials and Supplies	24,838	23,388	-5.8%
Building Maintenance Total	<u>\$ 516,292</u>	<u>\$ 549,356</u>	<u>6.4%</u>

# ***CITY OF BARTLESVILLE***

## 2024-25 Operating Budget

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

<b><i>FUND &amp; DEPARTMENT</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2024-25 BUDGET</i></b>	<b><i>% INCREASE (DECREASE)</i></b>
General Services			
Contractual Services	\$ 809,350	\$ 925,650	14.4%
Materials and Supplies	34,000	34,000	0.0%
General Services Total	<u>\$ 843,350</u>	<u>\$ 959,650</u>	<u>13.8%</u>
Cemetery			
Contractual Services	\$ 10,410	\$ 10,410	0.0%
Materials and Supplies	6,450	6,450	0.0%
Cemetery Total	<u>\$ 16,860</u>	<u>\$ 16,860</u>	<u>0.0%</u>
Community Development			
Personnel Services	\$ 482,349	\$ 571,257	18.4%
Contractual Services	97,108	97,108	0.0%
Materials and Supplies	19,600	19,600	0.0%
Community Development Total	<u>\$ 599,057</u>	<u>\$ 687,965</u>	<u>14.8%</u>
Technical Services			
Personnel Services	\$ 517,349	\$ 628,257	21.4%
Contractual Services	749,025	825,200	10.2%
Materials and Supplies	41,700	38,300	-8.2%
Technical Services Total	<u>\$ 1,308,074</u>	<u>\$ 1,491,757</u>	<u>14.0%</u>
Engineering			
Personnel Services	\$ 788,888	\$ 935,642	18.6%
Contractual Services	52,420	57,420	9.5%
Materials and Supplies	14,900	16,700	12.1%
Engineering Total	<u>\$ 856,208</u>	<u>\$ 1,009,762</u>	<u>17.9%</u>
Fleet Maintenance			
Personnel Services	\$ 441,937	\$ 471,071	6.6%
Contractual Services	33,717	35,045	3.9%
Materials and Supplies	37,067	37,067	0.0%
Fleet Maintenance Total	<u>\$ 512,721</u>	<u>\$ 543,183</u>	<u>5.9%</u>
Fire			
Personnel Services	\$ 7,210,674	\$ 7,633,772	5.9%
Contractual Services	278,676	295,813	6.1%
Materials and Supplies	289,283	312,273	7.9%
Fire Total	<u>\$ 7,778,633</u>	<u>\$ 8,241,858</u>	<u>6.0%</u>

# **CITY OF BARTLESVILLE**

## 2024-25 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2023-24 BUDGET</b>	<b>2024-25 BUDGET</b>	<b>% INCREASE (DECREASE)</b>
Police			
Personnel Services	\$ 8,177,793	\$ 8,951,233	9.5%
Contractual Services	490,725	587,324	19.7%
Materials and Supplies	493,500	593,000	20.2%
Police Total	<u>\$ 9,162,018</u>	<u>\$ 10,131,557</u>	<u>10.6%</u>
Street			
Personnel Services	\$ 1,360,208	\$ 1,414,603	4.0%
Contractual Services	325,333	355,604	9.3%
Materials and Supplies	417,970	410,402	-1.8%
Street Total	<u>\$ 2,103,511</u>	<u>\$ 2,180,609</u>	<u>3.7%</u>
Library			
Personnel Services	\$ 1,485,362	\$ 1,449,214	-2.4%
Contractual Services	221,295	234,225	5.8%
Materials and Supplies	134,245	131,475	-2.1%
Library Total	<u>\$ 1,840,902</u>	<u>\$ 1,814,914</u>	<u>-1.4%</u>
History Museum			
Personnel Services	\$ 204,862	\$ 218,443	6.6%
Contractual Services	13,425	19,500	45.3%
Materials and Supplies	9,340	10,800	15.6%
History Museum Total	<u>\$ 227,627</u>	<u>\$ 248,743</u>	<u>9.3%</u>
Park and Recreation			
Personnel Services	\$ 1,300,940	\$ 1,328,253	2.1%
Contractual Services	210,240	222,145	5.7%
Materials and Supplies	210,471	206,500	-1.9%
Park and Recreation Total	<u>\$ 1,721,651</u>	<u>\$ 1,756,898</u>	<u>2.0%</u>
Transfers Out			
To E 911 Fund	\$ 698,433	\$ 778,436	11.5%
To Adams Golf Course	135,941	686,514	405.0%
To Sooner Pool	49,871	71,179	42.7%
To Frontier Pool	60,921	95,013	56.0%
To Airport	36,472	-	-100.0%
To Auto Collision Insurance	25,000	25,000	0.0%
To Stabilization Reserve	1,354,469	1,131,324	-16.5%
To Capital Reserve	1,650,000	2,000,000	21.2%
Total Transfers Out	<u>\$ 4,011,107</u>	<u>\$ 4,787,466</u>	<u>19.4%</u>

# ***CITY OF BARTLESVILLE***

## 2024-25 Operating Budget

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

<b><i>FUND &amp; DEPARTMENT</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2024-25 BUDGET</i></b>	<b><i>% INCREASE (DECREASE)</i></b>
Reserves			
Compensated Absences Reserve	1,009,800	1,030,000	2.0%
Severance Reserve	185,000	185,000	0.0%
Contingency	20,925	10,200	-51.3%
Total Reserves	<u>\$ 1,215,725</u>	<u>\$ 1,225,200</u>	<u>0.8%</u>
<b>Total General Fund</b>	<b><u>\$ 37,212,479</u></b>	<b><u>\$ 40,481,798</u></b>	<b><u>8.8%</u></b>
<b>ENTERPRISE FUNDS</b>			
<b>Wastewater Operating Fund:</b>			
Wastewater Treatment Plant			
Contractual Services	<u>\$ 2,965,385</u>	<u>\$ 3,177,550</u>	<u>7.2%</u>
Wastewater Maintenance			
Personnel Services	\$ 650,359	\$ 780,367	20.0%
Contractual Services	96,150	88,750	-7.7%
Materials and Supplies	114,500	124,500	8.7%
Wastewater Maintenance Total	<u>\$ 861,009</u>	<u>\$ 993,617</u>	<u>15.4%</u>
Transfers Out			
To General Fund	\$ 1,515,144	\$ 1,693,882	11.8%
To Auto Collision Reserve Fund	25,000	25,000	0.0%
To Stabilization Reserve Fund	106,831	117,301	9.8%
Total Transfers Out	<u>\$ 1,646,975</u>	<u>\$ 1,836,183</u>	<u>11.5%</u>
Reserves			
Contingency	\$ 76,528	\$ 83,423	9.0%
Compensated Absences Reserve	12,262	13,715	11.8%
Total Reserves	<u>\$ 88,790</u>	<u>\$ 97,138</u>	<u>9.4%</u>
<b>Total Wastewater Operating</b>	<b><u>\$ 5,562,159</u></b>	<b><u>\$ 6,104,488</u></b>	<b><u>9.8%</u></b>

# ***CITY OF BARTLESVILLE***

## 2024-25 Operating Budget

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

<b>FUND &amp; DEPARTMENT</b>	<b>2023-24 BUDGET</b>	<b>2024-25 BUDGET</b>	<b>% INCREASE (DECREASE)</b>
<b>Water Operating Fund:</b>			
Water Plant			
Personnel Services	\$ 1,122,958	\$ 1,261,390	12.3%
Contractual Services	1,565,450	1,494,475	-4.5%
Materials and Supplies	1,242,500	1,338,875	7.8%
Water Plant Total	<u>\$ 3,930,908</u>	<u>\$ 4,094,740</u>	<u>4.2%</u>
Water Administration			
Personnel Services	\$ 300,661	\$ 323,629	7.6%
Contractual Services	92,950	131,825	41.8%
Materials and Supplies	10,000	10,500	5.0%
Water Administration Total	<u>\$ 403,611</u>	<u>\$ 465,954</u>	<u>15.4%</u>
Water Distribution			
Personnel Services	\$ 1,550,150	\$ 1,725,287	11.3%
Contractual Services	96,875	92,625	-4.4%
Materials and Supplies	604,500	556,000	-8.0%
Water Distribution Total	<u>\$ 2,251,525</u>	<u>\$ 2,373,912</u>	<u>5.4%</u>
Transfers Out			
To General	\$ 2,380,940	\$ 2,661,815	11.8%
To Auto Collision Insurance	25,000	25,000	0.0%
To Stabilization Reserve	179,340	191,928	7.0%
Total Transfers Out	<u>\$ 2,585,280</u>	<u>\$ 2,878,743</u>	<u>11.4%</u>
Reserves			
Contingency	\$ 131,721	\$ 138,692	5.3%
Compensated Absences Reserve	162,799	229,705	41.1%
Total Reserves	<u>\$ 294,520</u>	<u>\$ 368,397</u>	<u>25.1%</u>
<b>Total Water Operating</b>	<b><u>\$ 9,465,844</u></b>	<b><u>\$ 10,181,746</u></b>	<b><u>7.6%</u></b>
<b>Sanitation Operating Fund:</b>			
Sanitation			
Personnel Services	\$ 2,166,795	\$ 2,356,665	8.8%
Contractual Services	979,400	1,061,400	8.4%
Materials and Supplies	417,936	407,536	-2.5%
Sanitation Total	<u>\$ 3,564,131</u>	<u>\$ 3,825,601</u>	<u>7.3%</u>

# CITY OF BARTLESVILLE

## 2024-25 Operating Budget

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

<i><b>FUND &amp; DEPARTMENT</b></i>	<i><b>2023-24 BUDGET</b></i>	<i><b>2024-25 BUDGET</b></i>	<i><b>% INCREASE (DECREASE)</b></i>
Transfers Out			
To General	\$ 1,665,144	\$ 1,693,882	1.7%
To Stabilization Reserve	104,586	110,390	5.5%
To Capitalization Reserve	880,000	880,000	0.0%
Total Transfers Out	<u>\$ 2,649,730</u>	<u>\$ 2,684,272</u>	<u>1.3%</u>
Reserves			
Contingency	\$ 71,283	\$ 76,512	7.3%
Compensated Absences Reserve	63,714	64,206	0.8%
Total Reserves	<u>\$ 134,997</u>	<u>\$ 140,718</u>	<u>4.2%</u>
<b>Total Sanitation Operating</b>	<b><u>\$ 6,348,858</u></b>	<b><u>\$ 6,650,591</u></b>	<b><u>4.8%</u></b>
<b>Municipal Golf Course Fund:</b>			
Golf Course			
Personnel Services	\$ 333,241	\$ 383,257	15.0%
Contractual Services	50,100	80,150	60.0%
Materials and Supplies	108,350	146,550	35.3%
Golf Course Total	<u>\$ 491,691</u>	<u>\$ 609,957</u>	<u>24.1%</u>
Pro Shop			
Contractual Services	\$ 135,800	\$ 647,050	376.5%
Materials and Supplies	7,850	8,650	10.2%
Pro Shop Total	<u>\$ 143,650</u>	<u>\$ 655,700</u>	<u>356.5%</u>
Reserves			
Contingency	\$ 9,834	\$ 12,199	24.0%
Compensated Absences Reserve	20,747	18,740	-9.7%
Total Reserves	<u>\$ 30,581</u>	<u>\$ 30,939</u>	<u>1.2%</u>
<b>Total Municipal Golf Course</b>	<b><u>\$ 665,922</u></b>	<b><u>\$ 1,296,596</u></b>	<b><u>94.7%</u></b>
<b>Sooner Pool Fund:</b>			
Swimming pool			
Contractual Services	\$ 56,355	\$ 56,355	0.0%
Materials and Supplies	21,647	21,647	0.0%
Contingency	1,560	1,560	0.0%
Swimming pool Total	<u>\$ 79,562</u>	<u>\$ 79,562</u>	<u>0.0%</u>
<b>Frontier Pool Fund:</b>			
Swimming pool			
Contractual Services	\$ 63,365	\$ 63,365	0.0%
Materials and Supplies	29,017	29,017	0.0%
Contingency	1,848	1,848	0.0%
Swimming pool Total	<u>\$ 94,230</u>	<u>\$ 94,230</u>	<u>0.0%</u>
<b>Municipal Airport Fund:</b>			
Airport			
Personnel Services	\$ 473,491	\$ 533,446	12.7%
Contractual Services	151,475	144,890	-4.3%
Materials and Supplies	15,500	27,750	79.0%
Airport Total	<u>\$ 640,466</u>	<u>\$ 706,086</u>	<u>10.2%</u>
Reserves			
Contingency	\$ 12,809	\$ 14,122	10.3%
Compensated Absences Reserve	16,761	27,406	63.5%
Total Reserves	<u>29,570</u>	<u>41,528</u>	<u>40.4%</u>
<b>Total Municipal Airport</b>	<b><u>\$ 670,036</u></b>	<b><u>\$ 747,614</u></b>	<b><u>11.6%</u></b>
<b>Total Enterprise Funds</b>	<b><u>\$ 22,886,611</u></b>	<b><u>\$ 25,154,827</u></b>	<b><u>9.9%</u></b>

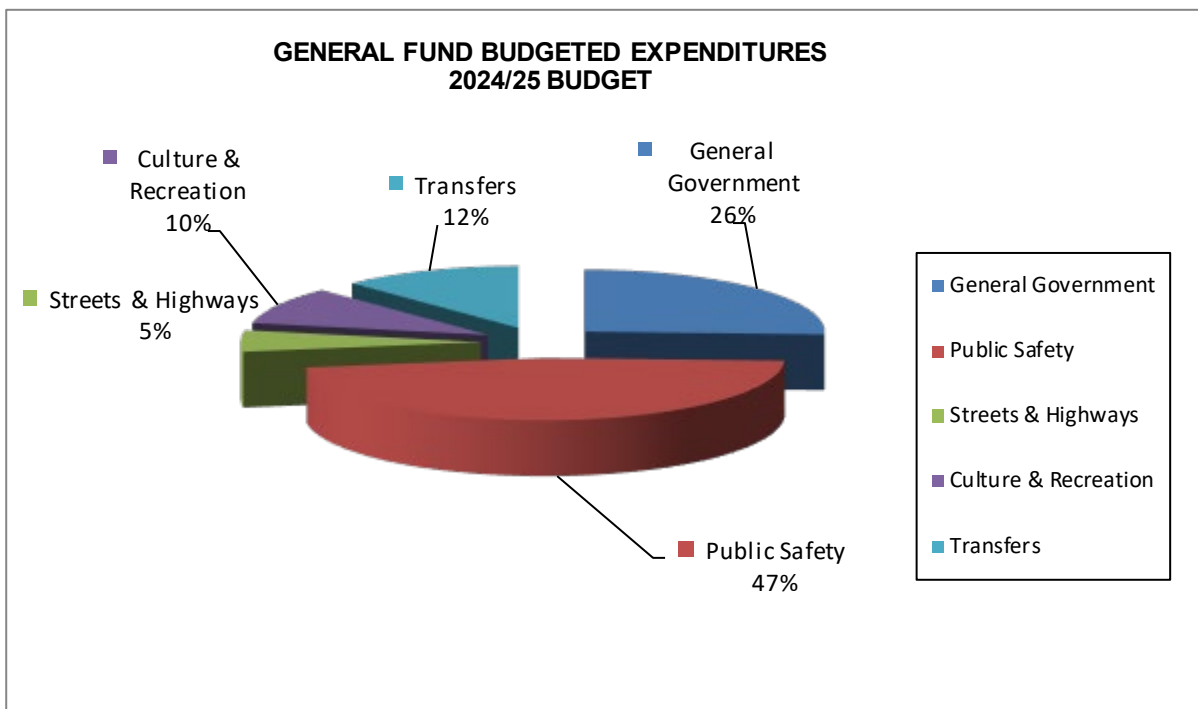
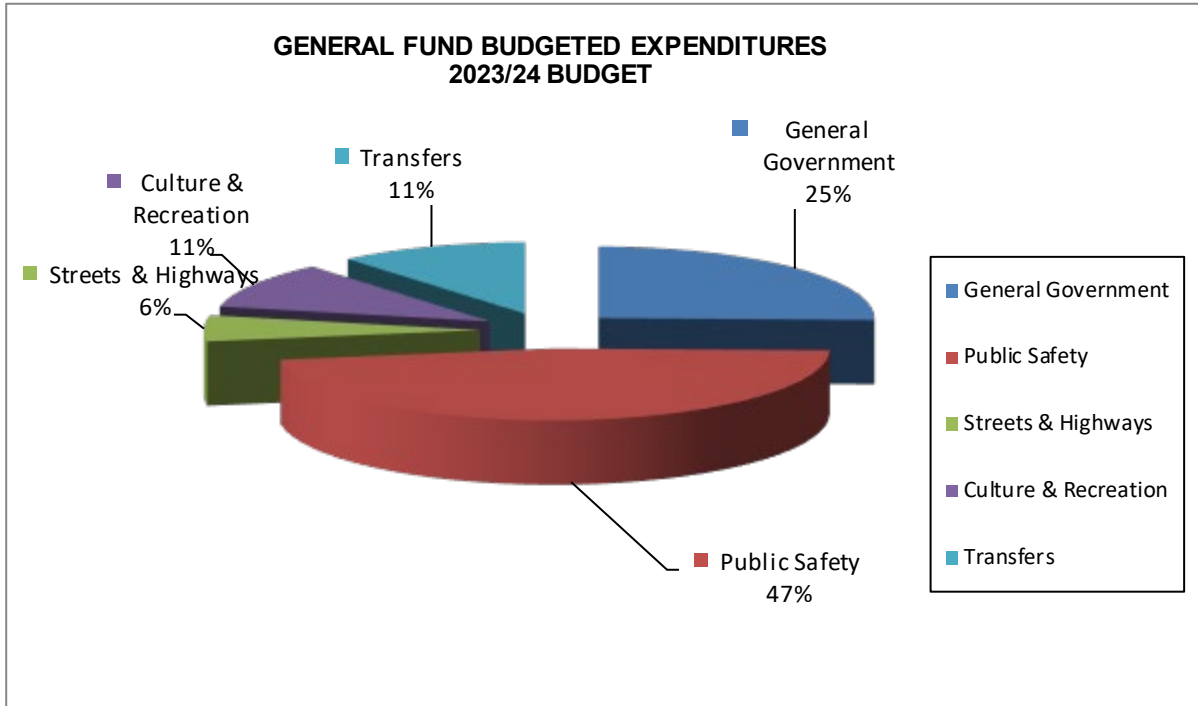


# GENERAL FUND



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***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
General Fund – Expenditure Graphs



***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**General Fund – Expenditure Summary by Function**

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>		<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>
City Council		\$ 22,130	\$ 22,660	\$ 19,696	\$ 22,660
Administration		962,241	1,299,110	1,186,595	1,456,800
Accounting and Finance		1,607,894	1,835,178	1,675,040	2,041,416
Legal		247,260	267,375	228,953	266,829
Building and Neighborhood Services		863,525	1,074,420	945,987	1,048,315
Building Maintenance		486,760	516,292	470,086	549,356
General Services		795,055	843,350	683,084	959,650
Cemetery		13,438	16,860	9,197	16,860
Community Development		578,598	599,057	571,907	687,965
Technical Services		1,071,836	1,308,074	1,295,075	1,491,757
Engineering		703,606	856,208	789,094	1,009,762
Fleet Maintenance		467,125	512,721	486,779	543,183
Fire		7,606,741	7,778,633	7,946,599	8,241,858
Police		7,762,461	9,162,018	8,744,208	10,131,557
Street		1,769,671	2,103,511	1,733,626	2,180,609
Library		1,587,325	1,840,902	1,756,541	1,814,914
History Museum		203,127	227,627	220,092	248,743
Park and Recreation		1,402,613	1,721,651	1,410,077	1,756,898
Transfer Out:	To E-911 Fund	698,433	698,433	698,433	778,436
	To Municipal Airport	36,472	36,472	36,472	-
	To Adams Golf Course	135,941	135,941	135,941	686,514
	To Sooner Pool	49,871	49,871	49,871	71,179
	To Frontier Pool	60,921	60,921	60,921	95,013
	To Auto Collision Insurance	25,000	25,000	25,000	25,000
	To Stabilization Reserve	1,354,469	1,354,469	1,354,469	1,131,324
	To Capital Reserve	1,650,000	1,650,000	1,650,000	2,000,000
Reserves:	Compensated Absences Reserve	-	1,009,800	-	1,030,000
	Severance Reserve	-	185,000	-	185,000
	Contingency	-	20,925	-	10,200
<b>Total Expenditures and Reserves</b>		<b>\$ 32,162,513</b>	<b>\$ 37,212,479</b>	<b>\$ 34,183,743</b>	<b>\$ 40,481,798</b>

**CITY OF BARTLESVILLE**  
**2024-25 Operating Budget**  
**General Fund – Expenditure Summary by Line Item**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$16,304,679	\$18,286,044	\$17,530,351	\$19,303,000	\$19,303,000	\$19,303,000
51120 OVERTIME	754,443	739,000	991,348	782,000	782,000	782,000
51130 FICA	920,466	1,087,000	1,029,504	1,198,000	1,198,000	1,198,000
51140 GROUP INSURANCE	2,783,333	3,252,688	2,712,750	3,762,854	3,762,854	3,762,854
51150 DB RETIREMENT	589,766	534,000	490,201	478,000	478,000	478,000
51155 DC RETIREMENT	168,986	232,000	206,545	266,000	266,000	266,000
51160 PENSION	1,311,127	1,446,000	1,393,179	1,602,000	1,602,000	1,602,000
51170 WORKER'S COMPENSATION	70,231	65,625	65,625	84,127	84,127	84,127
51180 UNEMPLOYMENT COMP	952	-	3,755	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$22,903,983</b>	<b>\$25,642,357</b>	<b>\$24,423,258</b>	<b>\$27,475,981</b>	<b>\$27,475,981</b>	<b>\$27,475,981</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 439,471	\$ 828,251	\$ 719,449	\$ 939,676	\$ 951,676	\$ 951,676
52210 FINANCIAL SERVICES	294,745	290,350	322,847	362,500	362,500	362,500
52310 UTILITIES & COMMUNICATIONS	785,512	849,097	783,854	941,776	936,776	936,776
52410 PROFESSIONAL SERVICES	749,718	867,100	782,051	970,275	970,275	970,275
52510 OTHER SERVICES	867,109	1,066,746	922,171	1,105,184	1,100,184	1,100,184
52610 MAINT. & REPAIR SERVICE	173,306	258,847	284,141	318,250	308,250	308,250
52710 OPERATIONAL SERVICES	1,728	1,000	1,000	1,000	1,000	1,000
52810 INSURANCE & BONDS	322,603	352,070	368,763	424,370	424,370	424,370
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 3,634,192</b>	<b>\$ 4,513,461</b>	<b>\$ 4,184,276</b>	<b>\$ 5,063,031</b>	<b>\$ 5,055,031</b>	<b>\$ 5,055,031</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 117,988	\$ 119,600	\$ 115,190	\$ 111,750	\$ 111,750	\$ 111,750
53210 JANITORIAL SUPPLIES	39,875	51,800	36,518	55,500	55,500	55,500
53310 GENERAL SUPPLIES	405,956	519,708	428,280	590,638	556,920	556,920
53410 TOOLS & EQUIPMENT	49,622	58,258	43,597	73,258	73,258	73,258
53510 FUEL	377,067	400,171	396,360	422,500	422,500	422,500
53610 MAINT. & REPAIR MATERIALS	596,996	680,292	544,768	718,192	718,192	718,192
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,587,504</b>	<b>\$ 1,829,829</b>	<b>\$ 1,564,713</b>	<b>\$ 1,971,838</b>	<b>\$ 1,938,120</b>	<b>\$ 1,938,120</b>

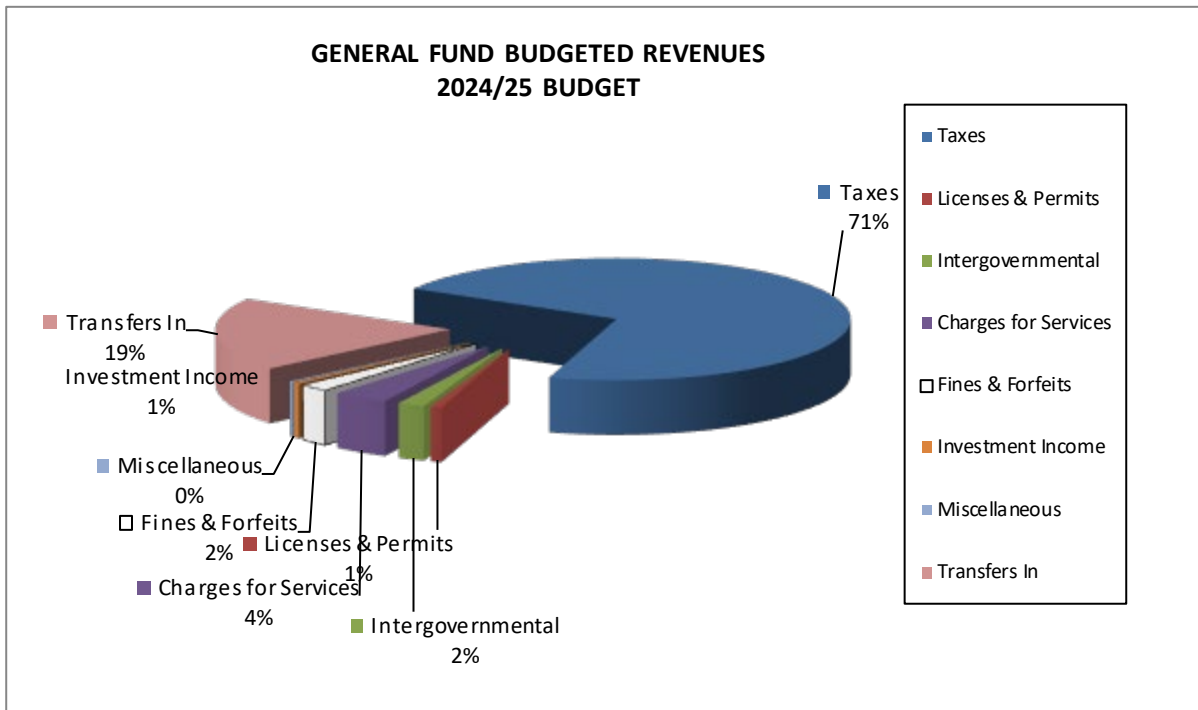
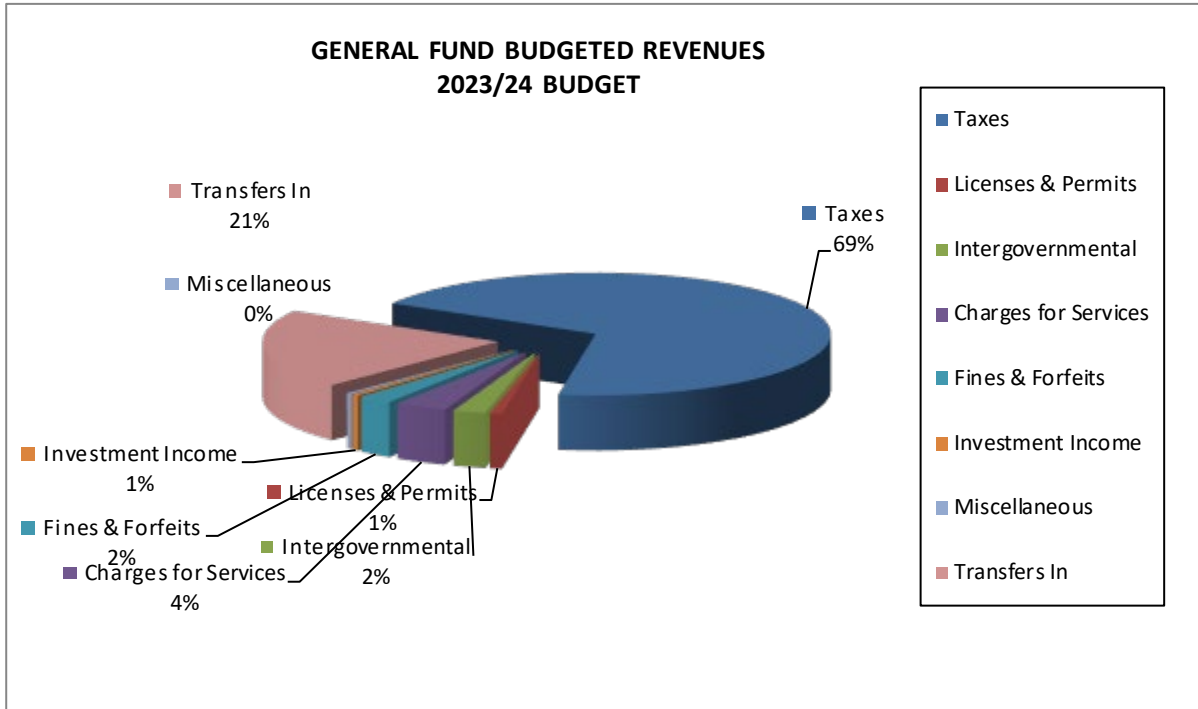
***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**General Fund – Expenditure Summary by Line Item**  
**(continued)**

<b>TRANSFERS OUT</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
59207 E 9-1-1 FUND	\$ 698,433	\$ 698,433	\$ 698,433	\$ 778,436	\$ 778,436	\$ 778,436
59513 ADAMS GOLF COURSE	135,941	135,941	135,941	689,014	686,514	686,514
59515 FRONTIER POOL	49,871	49,871	49,871	71,179	71,179	71,179
59516 SOONER POOL	60,921	60,921	60,921	95,013	95,013	95,013
51517 AIRPORT	36,472	36,472	36,472	-	-	-
59663 AUTO COLLISION INSURANCE	25,000	25,000	25,000	25,000	25,000	25,000
59670 STABILIZATION RESERVE	1,354,469	1,354,469	1,354,469	1,132,209	1,131,324	1,131,324
59675 CAPITAL RESERVE	1,650,000	1,650,000	1,650,000	2,000,000	2,000,000	2,000,000
<b>TOTAL TRANSFERS</b>	<b>\$ 4,011,107</b>	<b>\$ 4,011,107</b>	<b>\$ 4,011,107</b>	<b>\$ 4,790,851</b>	<b>\$ 4,787,466</b>	<b>\$ 4,787,466</b>
<b>TOTAL BUDGET</b>	<b>\$32,162,513</b>	<b>\$35,996,754</b>	<b>\$34,183,743</b>	<b>\$39,301,701</b>	<b>\$39,256,598</b>	<b>\$39,256,598</b>

# ***CITY OF BARTLESVILLE***

## 2024-25 Operating Budget

### General Fund – Revenue Graphs



***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**General Fund – Revenue Summary by Source**

<b>REVENUE BY SOURCE</b>		<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>
Sales Tax		\$ 18,114,705	\$ 17,643,955	\$ 18,141,268	\$ 17,869,148
Use Tax		1,550,537	2,500,000	4,750,688	4,513,154
Franchise Tax		1,696,390	1,582,000	1,638,252	1,656,600
Licenses & Permits		256,345	255,800	257,242	257,900
Intergovernmental		713,390	700,400	649,123	629,000
Charges for Services		1,116,505	1,123,900	1,321,763	1,304,800
Fines and Forfeits		694,191	748,100	645,575	679,200
Interest and Investment Income		958,765	150,000	1,187,009	150,000
Donations and Miscellaneous		258,051	127,000	247,440	101,200
Transfer In:					
	Wastewater	1,515,144	1,515,144	1,515,144	1,693,882
	Water	2,380,940	2,380,940	2,380,940	2,661,815
	Sanitation	1,665,144	1,665,144	1,665,144	1,693,882
	ARPA Funds	3,609,713	1,000,000	1,000,000	500,000
Fund Balance		3,121,336	5,279,284	5,555,372	6,771,217
<b>Total Available for Appropriation</b>		<b>\$ 37,651,156</b>	<b>\$ 36,671,667</b>	<b>\$ 40,954,960</b>	<b>\$ 40,481,798</b>



***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
General Fund – Personnel Summary

<b><i>PERSONNEL COUNTS BY DEPARTMENT</i></b>	<b><i>2022-23 ACTUAL FTEs</i></b>	<b><i>2023-24 BUDGETED FTEs</i></b>	<b><i>2023-24 ACTUAL FTEs</i></b>	<b><i>2024-25 BUDGETED FTEs</i></b>
Administration	7	8	8	8
Accounting and Finance	15.5	16.5	15.5	16.5
Legal	2.23	2.23	2.23	2.23
Building and Neighbor Services	8.5	8.5	7.5	7.5
Building Maintenance	5	5	5	5
Community Development	4	4	4	5
Technical Services	4	4	4	5
Engineering	5	6.5	6	7.5
Fleet Maintenance	5	5	5	5
Fire	71	71	71	71
Police	81	85	79	84
Street	15	17.5	14	17.5
Library	18.7	19.7	18.15	18.7
History Museum	2.63	3.63	3.63	3.63
Park and Recreation	17	18	17	18
<b>Total Personnel</b>	<b><u>261.56</u></b>	<b><u>274.56</u></b>	<b><u>260.01</u></b>	<b><u>274.56</u></b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
General Fund – City Council – Summary

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

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

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2024 Accomplishments: 

- Adopted a budget in accordance with State law

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2024 Objectives: 

- Adopt a budget in accordance with State law that best meets the needs of our citizens using existing resources

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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**

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2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED
\$22,130	\$22,660	\$19,696	\$22,660	\$22,660

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***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**General Fund – City Council – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
52110 EMPLOYMENT SERVICES	\$ 14,024	\$ 6,100	\$ 2,185	\$ 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	6,186	11,200	15,704	11,200	11,200	11,200
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 20,210</b>	<b>\$ 19,760</b>	<b>\$ 17,889</b>	<b>\$ 19,760</b>	<b>\$ 19,760</b>	<b>\$ 19,760</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ 400	\$ -	\$ 400	\$ 400	\$ 400
53310 GENERAL SUPPLIES	1,920	2,500	1,807	2,500	2,500	2,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,920</b>	<b>\$ 2,900</b>	<b>\$ 1,807</b>	<b>\$ 2,900</b>	<b>\$ 2,900</b>	<b>\$ 2,900</b>
<b>TOTAL BUDGET</b>	<b>\$ 22,130</b>	<b>\$ 22,660</b>	<b>\$ 19,696</b>	<b>\$ 22,660</b>	<b>\$ 22,660</b>	<b>\$ 22,660</b>

***CITY OF BARTLESVILLE***  
**2024-25 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.

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**2024 Accomplishments:**

- Launched inaugural citywide Citizens Academy
- Completed Bartlesville NEXT video project
- Held inaugural State of the City event for city employees
- Implemented vacation buyback program

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**2025 Objectives:**

- Increase focus on employee recruitment
- Create and implement Communications Strategic Plan
- Set up and implement Applicant Tracking System

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

**FUND 101 GENERAL  
DEPT 120 ADMINISTRATION**

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED</b>
<b>\$962,241</b>	<b>\$1,299,110</b>	<b>\$1,186,595</b>	<b>\$1,456,800</b>	<b>\$1,456,800</b>

**CITY OF BARTLESVILLE**  
**2024-25 Operating Budget**  
**General Fund – Administration – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 588,034	\$ 849,750	\$ 795,077	\$ 895,000	\$ 895,000	\$ 895,000
51120 OVERTIME	-	2,000	-	2,000	2,000	2,000
51130 FICA	41,477	58,000	54,920	69,000	69,000	69,000
51140 GROUP INSURANCE	66,914	93,357	71,344	118,512	118,512	118,512
51150 DB RETIREMENT	50,632	48,000	50,121	50,000	50,000	50,000
51155 DC RETIREMENT	19,263	29,000	29,921	37,000	37,000	37,000
51170 WORKER'S COMPENSATION	405	-	-	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 766,725</b>	<b>\$ 1,080,107</b>	<b>\$ 1,001,383</b>	<b>\$ 1,171,512</b>	<b>\$ 1,171,512</b>	<b>\$ 1,171,512</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 73,650	\$ 173,821	\$ 155,214	\$ 198,296	\$ 238,296	\$ 238,296
52210 FINANCIAL SERVICES	-	-	372	-	-	-
52310 UTILITIES & COMMUNICATIONS	2,149	3,215	2,673	3,215	3,215	3,215
52410 PROFESSIONAL SERVICES	69,967	5,425	-	5,425	5,425	5,425
52510 OTHER SERVICES	40,852	26,792	13,342	29,602	29,602	29,602
52610 MAINT. & REPAIR SERVICE	-	500	-	500	500	500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 186,618</b>	<b>\$ 209,753</b>	<b>\$ 171,601</b>	<b>\$ 237,038</b>	<b>\$ 277,038</b>	<b>\$ 277,038</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 5,583	\$ 4,750	\$ 4,903	\$ 3,750	\$ 3,750	\$ 3,750
53310 GENERAL SUPPLIES	3,315	4,500	7,284	4,500	4,500	4,500
53610 MAINT. & REPAIR MATERIALS	-	-	1,424	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 8,898</b>	<b>\$ 9,250</b>	<b>\$ 13,611</b>	<b>\$ 8,250</b>	<b>\$ 8,250</b>	<b>\$ 8,250</b>
<b>TOTAL BUDGET</b>	<b>\$ 962,241</b>	<b>\$ 1,299,110</b>	<b>\$ 1,186,595</b>	<b>\$ 1,416,800</b>	<b>\$ 1,456,800</b>	<b>\$ 1,456,800</b>

***CITY OF BARTLESVILLE***  
 2024-25 Operating Budget  
 General Fund – Administration – Personnel and Capital Detail

FUND 101 GENERAL  
 DEPT 120 ADMINISTRATION

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 BUDGETED NUMBER OF EMPLOYEES</i></b>
City Manager	1	1	1	1
Assistant City Manager	1	1	1	1
Human Resources Director	1	1	1	1
Chief Communications Officer	1	1	1	1
Marketing Specialist	0	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>7</b>	<b>8</b>	<b>8</b>	<b>8</b>

***CITY OF BARTLESVILLE***  
 2024-25 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.

2024 Accomplishments:

- Continued use of sound financial practices and maintained the City's AA- bond rating
- Started implementation of the Utility Billing module of the City-wide ERP system

2025 Objectives:

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

2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED
\$1,607,894	\$1,835,178	\$1,675,040	\$2,041,416	\$2,041,416

**CITY OF BARTLESVILLE**  
**2024-25 Operating Budget**  
**General Fund – Accounting and Finance – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 799,491	\$ 925,600	\$ 876,732	\$ 1,003,000	\$ 1,003,000	\$ 1,003,000
51120 OVERTIME	-	1,000	-	1,000	1,000	1,000
51130 FICA	57,886	71,050	63,876	77,000	77,000	77,000
51140 GROUP INSURANCE	178,442	213,398	163,077	244,436	244,436	244,436
51150 DB RETIREMENT	65,091	62,000	64,198	65,000	65,000	65,000
51155 DC RETIREMENT	20,959	28,050	22,780	29,000	29,000	29,000
51170 WORKER'S COMPENSATION	1,080	-	-	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 1,122,949</b>	<b>\$ 1,301,098</b>	<b>\$ 1,190,663</b>	<b>\$ 1,419,436</b>	<b>\$ 1,419,436</b>	<b>\$ 1,419,436</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 2,982	\$ 16,000	\$ 6,556	\$ 19,000	\$ 19,000	\$ 19,000
52210 FINANCIAL SERVICES	290,159	286,800	316,689	359,000	359,000	359,000
52310 UTILITIES & COMMUNICATIONS	1,591	1,580	4,535	1,580	1,580	1,580
52410 PROFESSIONAL SERVICES	62,193	67,500	18,257	77,500	77,500	77,500
52510 OTHER SERVICES	105,198	129,700	115,904	129,700	129,700	129,700
52610 MAINT. & REPAIR SERVICE	-	200	-	200	200	200
52810 INSURANCE & BONDS	-	1,800	-	1,800	1,800	1,800
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 462,123</b>	<b>\$ 503,580</b>	<b>\$ 461,941</b>	<b>\$ 588,780</b>	<b>\$ 588,780</b>	<b>\$ 588,780</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 20,982	\$ 27,500	\$ 21,260	\$ 30,200	\$ 30,200	\$ 30,200
53310 GENERAL SUPPLIES	1,584	3,000	1,176	3,000	3,000	3,000
53610 MAINT. & REPAIR MATERIALS	256	-	-	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 22,822</b>	<b>\$ 30,500</b>	<b>\$ 22,436</b>	<b>\$ 33,200</b>	<b>\$ 33,200</b>	<b>\$ 33,200</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,607,894</b>	<b>\$ 1,835,178</b>	<b>\$ 1,675,040</b>	<b>\$ 2,041,416</b>	<b>\$ 2,041,416</b>	<b>\$ 2,041,416</b>



# ***CITY OF BARTLESVILLE***

## **2024-25 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>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 BUDGETED NUMBER OF EMPLOYEES</i></b>
AD/CFO	1	1	1	1
Finance Supervisor	2	2	2	2
Accountant	0	1	0	1
Accounts Payable Specialist	1	1	1	1
Purchasing Tech	1	1	1	1
Finance/Payroll Specialist	1	1	1	1
Court Clerk	1	1	1	1
Deputy Court Clerk	1	1	1	1
Fiscal Tech	6	6	6	6
Lead Customer Service Tech	1	1	1	1
Collections Agent	0.5	0.5	0.5	0.5
<b>TOTAL</b>	<b>15.5</b>	<b>16.5</b>	<b>15.5</b>	<b>16.5</b>

***CITY OF BARTLESVILLE***  
 2024-25 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.

2024 Accomplishments: • Successfully negotiated the 2024-25 labor agreements with the City’s two unions

2025 Objectives: • Successfully negotiate the 2025-26 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				
2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED
\$247,260	\$267,375	\$228,953	\$266,829	\$266,829

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**General Fund – Legal – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 139,633	165,500	\$ 142,844	163,000	\$ 163,000	\$ 163,000
51130 FICA	10,039	13,000	10,292	13,000	13,000	13,000
51140 GROUP INSURANCE	22,305	26,675	20,385	29,629	29,629	29,629
51155 DC RETIREMENT	356	1,000	23	-	-	-
51170 WORKER'S COMPENSATION	135	-	-	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 172,468</b>	<b>\$ 206,175</b>	<b>\$ 173,544</b>	<b>\$ 205,629</b>	<b>\$ 205,629</b>	<b>\$ 205,629</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 19,356	\$ 1,600	\$ 343	\$ 1,600	\$ 1,600	\$ 1,600
52410 PROFESSIONAL SERVICES	38,576	45,000	40,666	45,000	45,000	45,000
52510 OTHER SERVICES	16,860	14,400	14,400	14,400	14,400	14,400
52810 INSURANCE & BONDS	-	200	-	200	200	200
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 74,792</b>	<b>\$ 61,200</b>	<b>\$ 55,409</b>	<b>\$ 61,200</b>	<b>\$ 61,200</b>	<b>\$ 61,200</b>
<b>TOTAL BUDGET</b>	<b>\$ 247,260</b>	<b>\$ 267,375</b>	<b>\$ 228,953</b>	<b>\$ 266,829</b>	<b>\$ 266,829</b>	<b>\$ 266,829</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
General Fund – Legal – Personnel and Capital Detail

**FUND 101 GENERAL  
DEPT 150 LEGAL**

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 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***

## **2024-25 Operating Budget**

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

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

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

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

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- 2024 Accomplishments:
- Increased efficiency and effectiveness: The division has streamlined its processes and implemented new technology to improve the efficiency and effectiveness of inspections and code enforcement. This has resulted in faster turnaround times for inspections, increased compliance with building codes, and reduced administrative costs
  - Improved customer service: The division has implemented new strategies to improve customer service and communication with property owners and tenants. This includes expanding online resources, offering educational seminars, and providing personalized support to help property owners comply with building codes and regulations
  - Stronger partnerships: The division has established strong partnerships with other departments within the City government, as well as with community organizations and advocacy groups. This collaborative approach has allowed the division to more effectively address complex issues related to building inspections and code enforcement, and to develop innovative solutions that benefit the community as a whole

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget**

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

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**2025 Objectives:**

- Increase compliance: The division will aim to improve compliance with building codes and regulations by working with property owners and tenants to address violations and provide education about compliance requirements
- Improve safety: The division will focus on improving safety in buildings and public spaces by conducting targeted inspections, identifying safety hazards, and working with property owners and tenants to address them
- Professional development: The division will encourage and support professional development opportunities for staff to ensure they are equipped with the latest knowledge and skills to perform their duties effectively. This may include training in new technologies, updates to building codes and regulations, and customer service skills

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**Budget Highlights:**

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

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

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<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED</b>
<b>\$863,525</b>	<b>\$1,074,420</b>	<b>\$945,987</b>	<b>\$1,048,315</b>	<b>\$1,048,315</b>

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***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**General Fund – Building and Neighborhood Services – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 462,469	\$ 484,650	\$ 464,274	\$ 446,000	\$ 446,000	\$ 446,000
51130 FICA	34,245	36,950	34,329	35,000	35,000	35,000
51140 GROUP INSURANCE	89,221	106,699	81,539	125,921	125,921	125,921
51150 DB RETIREMENT	27,713	28,000	16,060	16,000	16,000	16,000
51155 DC RETIREMENT	14,947	15,950	17,033	18,000	18,000	18,000
51170 WORKER'S COMPENSATION	1,283	1,127	1,127	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 629,878</b>	<b>\$ 673,376</b>	<b>\$ 614,362</b>	<b>\$ 640,921</b>	<b>\$ 640,921</b>	<b>\$ 640,921</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 7,018	\$ 23,650	\$ 19,000	\$ 23,650	\$ 19,650	\$ 19,650
52310 UTILITIES & COMMUNICATIONS	11,500	12,979	9,349	11,329	11,329	11,329
52410 PROFESSIONAL SERVICES	-	-	-	12,000	12,000	12,000
52510 OTHER SERVICES	180,751	310,600	264,712	310,600	310,600	310,600
52610 MAINT. & REPAIR SERVICE	509	-	3,545	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 199,778</b>	<b>\$ 347,229</b>	<b>\$ 296,606</b>	<b>\$ 357,579</b>	<b>\$ 353,579</b>	<b>\$ 353,579</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,164	\$ 4,000	\$ 963	\$ 4,000	\$ 4,000	\$ 4,000
53310 GENERAL SUPPLIES	325	-	917	-	-	-
53410 TOOLS & EQUIPMENT	14,996	21,475	20,135	21,475	21,475	21,475
53510 FUEL	12,723	11,000	11,275	11,000	11,000	11,000
53610 MAINT. & REPAIR MATERIALS	4,661	17,340	1,729	17,340	17,340	17,340
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 33,869</b>	<b>\$ 53,815</b>	<b>\$ 35,019</b>	<b>\$ 53,815</b>	<b>\$ 53,815</b>	<b>\$ 53,815</b>
<b>TOTAL BUDGET</b>	<b>\$ 863,525</b>	<b>\$ 1,074,420</b>	<b>\$ 945,987</b>	<b>\$ 1,052,315</b>	<b>\$ 1,048,315</b>	<b>\$ 1,048,315</b>

# ***CITY OF BARTLESVILLE***

## **2024-25 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>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 BUDGETED NUMBER OF EMPLOYEES</i></b>
Chief Building Official	1	1	1	1
Building Inspector	2	2	2	2
Neighborhood Service Supervisor	1	1	1	1
Neighborhood Srvc Officer	2.5	2.5	1.5	1.5
Planner I	1	1	1	0
Abatement-Compliance Officer	1	1	1	2
<b>TOTAL</b>	<b>8.5</b>	<b>8.5</b>	<b>7.5</b>	<b>7.5</b>



***CITY OF BARTLESVILLE***  
**2024-25 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.

2024 Accomplishments:

- Remodeled park restrooms
- Performed annual storm siren inspections
- Renovated Adams Golf Course Pro Shop
- Remodeled Police Sub Station at Tri County Tech

2025 Objectives:

- Continue to provide maintenance and service to all City facilities
- Open pools and splash pads for the summer season
- Perform monthly HVAC maintenance and inspections
- Install new cooling tower and boiler at City Hall
- Perform annual storm siren inspections

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**

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED</b>
<b>\$486,760</b>	<b>\$516,292</b>	<b>\$470,086</b>	<b>\$549,356</b>	<b>\$549,356</b>

**CITY OF BARTLESVILLE**  
**2024-25 Operating Budget**  
**General Fund – Building Maintenance – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	279,927	\$ 294,250	\$ 279,201	\$ 313,000	\$ 313,000	\$ 313,000
51120 OVERTIME	146	-	-	-	-	-
51130 FICA	20,160	23,000	19,629	24,000	24,000	24,000
51140 GROUP INSURANCE	55,763	66,687	50,962	74,071	74,071	74,071
51150 DB RETIREMENT	28,042	12,000	11,301	12,000	12,000	12,000
51155 DC RETIREMENT	6,750	14,000	10,441	13,000	13,000	13,000
51170 WORKER'S COMPENSATION	2,026	1,302	1,302	667	667	667
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 392,814</b>	<b>\$ 411,239</b>	<b>\$ 372,836</b>	<b>\$ 436,738</b>	<b>\$ 436,738</b>	<b>\$ 436,738</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 806	\$ 1,880	\$ 1,243	\$ 1,880	\$ 1,880	\$ 1,880
52310 UTILITIES & COMMUNICATIONS	10,477	10,650	11,008	11,150	11,150	11,150
52510 OTHER SERVICES	61,160	66,400	66,400	74,900	74,900	74,900
52610 MAINT. & REPAIR SERVICE	931	1,285	1,457	1,300	1,300	1,300
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 73,374</b>	<b>\$ 80,215</b>	<b>\$ 80,108</b>	<b>\$ 89,230</b>	<b>\$ 89,230</b>	<b>\$ 89,230</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 348	\$ 300	\$ 286	\$ 300	\$ 300	\$ 300
53210 JANITORIAL SUPPLIES	687	200	1,029	400	400	400
53310 GENERAL SUPPLIES	3,675	3,838	4,567	3,838	2,188	2,188
53410 TOOLS & EQUIPMENT	3,115	2,000	2,230	2,000	2,000	2,000
53510 FUEL	10,174	11,000	7,515	11,000	11,000	11,000
53610 MAINT. & REPAIR MATERIALS	2,549	7,500	1,126	7,500	7,500	7,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 20,548</b>	<b>\$ 24,838</b>	<b>\$ 16,753</b>	<b>\$ 25,038</b>	<b>\$ 23,388</b>	<b>\$ 23,388</b>
55960 VEHICLES & EQUIPMENT	\$ 24	\$ -	\$ 389	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 24</b>	<b>\$ -</b>	<b>\$ 389</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 486,760</b>	<b>\$ 516,292</b>	<b>\$ 470,086</b>	<b>\$ 551,006</b>	<b>\$ 549,356</b>	<b>\$ 549,356</b>

**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
General Fund – Building Maintenance – Personnel and Capital Detail

FUND 101 GENERAL  
DEPT 160 BUILDING MAINTENANCE

<i>PERSONNEL SCHEDULE</i>				
<i>CLASSIFICATION</i>	<i>2022-23 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i>	<i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i>	<i>2024-25 BUDGETED NUMBER OF EMPLOYEES</i>
Bldg Maintenance Supervisor	1	1	1	1
Senior Maint-Repair Tech	2	2	2	2
Maint-Repair Tech	2	2	2	2
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

***CITY OF BARTLESVILLE***  
 2024-25 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.

2024 Accomplishments: N/A

2025 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>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED</b>
<b>\$795,055</b>	<b>\$843,350</b>	<b>\$683,084</b>	<b>\$959,650</b>	<b>\$959,650</b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**General Fund – General Services – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
52210 FINANCIAL SERVICES	\$ 1,500	\$ -	\$ 2,571	\$ -	\$ -	\$ -
52310 UTILITIES & COMMUNICATIONS	140,938	203,300	143,213	245,300	245,300	245,300
52410 PROFESSIONAL SERVICES	67,059	10,000	15,274	10,000	10,000	10,000
52510 OTHER SERVICES	218,635	223,080	132,861	223,080	223,080	223,080
52610 MAINT. & REPAIR SERVICE	12,285	23,700	4,636	28,700	28,700	28,700
52810 INSURANCE & BONDS	320,803	349,270	364,839	418,570	418,570	418,570
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 761,220</b>	<b>\$ 809,350</b>	<b>\$ 663,394</b>	<b>\$ 925,650</b>	<b>\$ 925,650</b>	<b>\$ 925,650</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 5,095	\$ 7,000	\$ 4,557	\$ 7,000	\$ 7,000	\$ 7,000
53210 JANITORIAL SUPPLIES	5,550	4,000	3,638	4,000	4,000	4,000
53310 GENERAL SUPPLIES	2,061	4,000	1,973	4,000	4,000	4,000
53510 FUEL	212	1,000	239	1,000	1,000	1,000
53610 MAINT. & REPAIR MATERIALS	12,723	18,000	9,283	18,000	18,000	18,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 25,641</b>	<b>\$ 34,000</b>	<b>\$ 19,690</b>	<b>\$ 34,000</b>	<b>\$ 34,000</b>	<b>\$ 34,000</b>
<b>CAPITAL OUTLAY</b>						
55930 OTHER IMPROVEMENTS	\$ 8,194	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 8,194</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 795,055</b>	<b>\$ 843,350</b>	<b>\$ 683,084</b>	<b>\$ 959,650</b>	<b>\$ 959,650</b>	<b>\$ 959,650</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
General Fund – Cemetery – Summary

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

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Department Description: Under the supervision of the 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.

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2024 Accomplishments:

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

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2025 Objectives:

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

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

**FUND 101 GENERAL  
DEPT 174 CEMETERY**

2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED
\$13,438	\$16,860	\$9,197	\$16,860	\$16,860

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**General Fund – Cemetery – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
52110 EMPLOYMENT SERVICES	\$ -	\$ 100	\$ -	\$ 100	\$ 100	\$ 100
52310 UTILITIES & COMMUNICATIONS	3,727	4,400	2,566	4,400	4,400	4,400
52510 OTHER SERVICES	795	550	686	550	550	550
52610 MAINT. & REPAIR SERVICE	2,805	5,360	5,546	5,360	5,360	5,360
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 7,327</b>	<b>\$ 10,410</b>	<b>\$ 8,798</b>	<b>\$ 10,410</b>	<b>\$ 10,410</b>	<b>\$ 10,410</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ 300	\$ -	\$ 300	\$ 300	\$ 300
53210 JANITORIAL SUPPLIES	-	300	-	300	300	300
53310 GENERAL SUPPLIES	3,615	3,750	103	3,750	3,750	3,750
53410 TOOLS & EQUIPMENT	570	100	100	100	100	100
53610 MAINT. & REPAIR MATERIALS	1,926	2,000	196	2,000	2,000	2,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 6,111</b>	<b>\$ 6,450</b>	<b>\$ 399</b>	<b>\$ 6,450</b>	<b>\$ 6,450</b>	<b>\$ 6,450</b>
<b>TOTAL BUDGET</b>	<b>\$ 13,438</b>	<b>\$ 16,860</b>	<b>\$ 9,197</b>	<b>\$ 16,860</b>	<b>\$ 16,860</b>	<b>\$ 16,860</b>

***CITY OF BARTLESVILLE***  
 2024-25 Operating Budget  
 General Fund – Cemetery – Personnel and Capital Detail

**FUND 101 GENERAL  
DEPT 174 CEMETERY**

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 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***  
2024-25 Operating Budget  
General Fund – Community Development – Summary

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

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

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2024 Accomplishments:

- Improved public engagement: The division has implemented strategies to improve public engagement and outreach. This has increased community involvement in the planning process
- Increased economic development: The division has worked with other organization to help promote economic development in the community by identifying key areas for growth
- Stronger partnerships: The division has established strong partnerships with other City departments, regional planning organizations, and community stakeholders to leverage resources and expertise and to promote coordinated planning efforts. These partnerships have resulted in more effective planning and a greater impact on the community

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# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget**

### **General Fund – Community Development – Summary (continued)**

#### **2025 Objectives:**

- **Comprehensive Plan Update:** The Planning Division will focus on updating the comprehensive plan for the community. This will involve gathering input from community members and stakeholders, identifying areas for growth and improvement, and developing strategies to promote sustainable development, economic growth, and quality of life
- **311 Software Implementation:** The Special Projects Division will work on implementing a new 311 software system to improve communication and service delivery to residents. This will involve identifying the needs and preferences of the community, selecting a software provider, and designing a system that is user-friendly and effective
- **Housing Stock Analysis:** The Planning Division will conduct an analysis of the community's housing stock to identify gaps and opportunities for improvement. This will involve collecting data on housing affordability, accessibility, and quality, and developing strategies to promote the development of affordable and accessible housing
- **Special Project Planning:** The Special Projects Division will identify and plan for new projects that support the goals of the department and community. This may include developing new initiatives to promote economic development, improve transportation infrastructure, or enhance public spaces

#### **Budget Highlights:**

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

#### **FUND 101 GENERAL DEPT 180 COMMUNITY DEVELOPMENT**

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED</b>
<b>\$578,598</b>	<b>\$599,057</b>	<b>\$571,907</b>	<b>\$687,965</b>	<b>\$687,965</b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**General Fund – Community Development – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 389,644	\$ 379,000	\$ 380,086	\$ 452,000	\$ 452,000	\$ 452,000
51130 FICA	29,031	29,000	28,728	35,000	35,000	35,000
51140 GROUP INSURANCE	44,611	53,349	40,769	59,257	59,257	59,257
51150 DB RETIREMENT	23,776	-	-	-	-	-
51155 DC RETIREMENT	11,506	21,000	20,937	25,000	25,000	25,000
51170 WORKER'S COMPENSATION	270	-	-	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 498,838</b>	<b>\$ 482,349</b>	<b>\$ 470,520</b>	<b>\$ 571,257</b>	<b>\$ 571,257</b>	<b>\$ 571,257</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 3,510	\$ 11,760	\$ 11,570	\$ 17,260	\$ 17,260	\$ 17,260
52310 UTILITIES & COMMUNICATIONS	1,842	4,600	1,727	4,600	4,600	4,600
52410 PROFESSIONAL SERVICES	-	10,000	-	4,500	4,500	4,500
52510 OTHER SERVICES	65,213	70,548	69,853	70,548	70,548	70,548
52610 MAINT. & REPAIR SERVICE	-	200	-	200	200	200
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 70,565</b>	<b>\$ 97,108</b>	<b>\$ 83,150</b>	<b>\$ 97,108</b>	<b>\$ 97,108</b>	<b>\$ 97,108</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 865	\$ 2,200	\$ 2,790	\$ 2,200	\$ 2,200	\$ 2,200
53310 GENERAL SUPPLIES	8,014	16,000	15,063	16,000	16,000	16,000
53410 TOOLS & EQUIPMENT	-	400	-	400	400	400
53510 FUEL	215	500	100	500	500	500
53610 MAINT. & REPAIR MATERIALS	101	500	284	500	500	500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 9,195</b>	<b>\$ 19,600</b>	<b>\$ 18,237</b>	<b>\$ 19,600</b>	<b>\$ 19,600</b>	<b>\$ 19,600</b>
<b>TOTAL BUDGET</b>	<b>\$ 578,598</b>	<b>\$ 599,057</b>	<b>\$ 571,907</b>	<b>\$ 687,965</b>	<b>\$ 687,965</b>	<b>\$ 687,965</b>

# ***CITY OF BARTLESVILLE***

## **2024-25 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>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 BUDGETED NUMBER OF EMPLOYEES</i></b>
Community Dev Director	1	1	1	1
Special Projects Manager	1	1	1	1
Administrative Clerk	1	1	1	1
Senior Planner	1	1	1	1
Planner I	0	0	0	1
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>5</b>

***CITY OF BARTLESVILLE***  
 2024-25 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.

2024 Accomplishments:

- Core Wireless upgrade
- Coordination of 800MHZ radio upgrade
- Helpdesk Software upgrade

2025 Objectives:

- Upgrade Core server
- Upgrade Video server
- CCTV refresh

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**

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED</b>
<b>\$1,071,836</b>	<b>\$1,308,074</b>	<b>\$1,295,075</b>	<b>\$1,491,757</b>	<b>\$1,491,757</b>

**CITY OF BARTLESVILLE**  
**2024-25 Operating Budget**  
**General Fund – Tech Services – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 360,463	\$ 377,000	\$ 377,574	\$ 470,000	\$ 470,000	\$ 470,000
51130 FICA	26,674	29,000	28,247	36,000	36,000	36,000
51140 GROUP INSURANCE	44,611	53,349	40,769	59,257	59,257	59,257
51150 DB RETIREMENT	57,660	55,000	55,780	57,000	57,000	57,000
51155 DC RETIREMENT	1,989	3,000	2,060	6,000	6,000	6,000
51170 WORKER'S COMPENSATION	540	-	-	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 491,937</b>	<b>\$ 517,349</b>	<b>\$ 504,430</b>	<b>\$ 628,257</b>	<b>\$ 628,257</b>	<b>\$ 628,257</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 206	\$ 8,000	\$ 7,923	\$ 8,000	\$ 8,000	\$ 8,000
52310 UTILITIES & COMMUNICATIONS	12,259	26,200	26,198	26,700	26,700	26,700
52410 PROFESSIONAL SERVICES	490,853	691,125	675,083	766,800	766,800	766,800
52510 OTHER SERVICES	656	10,700	17,715	10,700	10,700	10,700
52610 MAINT. & REPAIR SERVICE	2,148	13,000	12,875	13,000	13,000	13,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 506,122</b>	<b>\$ 749,025</b>	<b>\$ 739,794</b>	<b>\$ 825,200</b>	<b>\$ 825,200</b>	<b>\$ 825,200</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 64,154	\$ 31,700	\$ 42,766	\$ 28,200	\$ 28,200	\$ 28,200
53210 JANITORIAL SUPPLIES	71	300	434	300	300	300
53310 GENERAL SUPPLIES	7,294	1,200	297	1,300	1,300	1,300
53410 TOOLS & EQUIPMENT	1,188	2,500	1,208	2,500	2,500	2,500
53510 FUEL	566	1,000	1,016	1,000	1,000	1,000
53610 MAINT. & REPAIR MATERIALS	504	5,000	5,130	5,000	5,000	5,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 73,777</b>	<b>\$ 41,700</b>	<b>\$ 50,851</b>	<b>\$ 38,300</b>	<b>\$ 38,300</b>	<b>\$ 38,300</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,071,836</b>	<b>\$ 1,308,074</b>	<b>\$ 1,295,075</b>	<b>\$ 1,491,757</b>	<b>\$ 1,491,757</b>	<b>\$ 1,491,757</b>

***CITY OF BARTLESVILLE***  
2024-25 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>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 BUDGETED NUMBER OF EMPLOYEES</i></b>
Tech Services Director	1	1	1	1
Program Specialist	0	0	0	1
Senior Network Administrator	0	0	0	1
Network Administrator	3	3	3	2
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>5</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
General Fund – Engineering – Summary

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

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

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2024 Accomplishments:

- Maintained GIS website information, which averages 14,000 hits per month
- Managed floodplain development and drainage complaints
- Had 40% of Capital projects planned for FY 23-24 out for bids, under construction, or completed
- Managed the traffic calming program

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***CITY OF BARTLESVILLE***  
 2024-25 Operating Budget  
 General Fund – Engineering – Summary  
 (continued)

- 2025 Objectives:
- Continue to support other departments and infrastructure projects with engineering design, surveys, and project management
  - Have 80% of the current Capital projects out for bid or under construction within the fiscal year they are approved

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

FUND 101 GENERAL DEPT 190 ENGINEERING				
2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED
\$703,606	\$856,208	\$789,094	\$1,009,762	\$1,009,762

**CITY OF BARTLESVILLE**  
**2024-25 Operating Budget**  
**General Fund – Engineering – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 529,953	\$ 608,750	\$ 572,948	\$ 722,000	\$ 722,000	\$ 722,000
51130 FICA	38,682	47,000	41,755	56,000	56,000	56,000
51140 GROUP INSURANCE	33,458	80,024	61,154	96,293	96,293	96,293
51150 DB RETIREMENT	26,418	25,000	26,168	26,000	26,000	26,000
51155 DC RETIREMENT	23,614	28,000	24,769	35,000	35,000	35,000
51170 WORKER'S COMPENSATION	1,216	114	114	349	349	349
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 653,341</b>	<b>\$ 788,888</b>	<b>\$ 726,908</b>	<b>\$ 935,642</b>	<b>\$ 935,642</b>	<b>\$ 935,642</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 1,580	\$ 11,120	\$ 3,508	\$ 6,120	\$ 6,120	\$ 6,120
52310 UTILITIES & COMMUNICATIONS	1,730	2,300	1,518	2,300	2,300	2,300
52410 PROFESSIONAL SERVICES	21,070	27,250	29,771	37,250	37,250	37,250
52510 OTHER SERVICES	8,576	8,950	7,938	8,950	8,950	8,950
52610 MAINT. & REPAIR SERVICE	72	1,800	500	1,800	1,800	1,800
52710 OPERATIONAL SERVICES	1,728	1,000	1,000	1,000	1,000	1,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 34,756</b>	<b>\$ 52,420</b>	<b>\$ 44,235</b>	<b>\$ 57,420</b>	<b>\$ 57,420</b>	<b>\$ 57,420</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ -	\$ 3,400	\$ 5,111	\$ 3,400	\$ 3,400	\$ 3,400
53310 GENERAL SUPPLIES	2,686	-	272	-	-	-
53410 TOOLS & EQUIPMENT	-	1,500	1,500	1,500	1,500	1,500
53510 FUEL	7,486	7,000	8,624	8,800	8,800	8,800
53610 MAINT. & REPAIR MATERIALS	5,337	3,000	2,444	3,000	3,000	3,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 15,509</b>	<b>\$ 14,900</b>	<b>\$ 17,951</b>	<b>\$ 16,700</b>	<b>\$ 16,700</b>	<b>\$ 16,700</b>
<b>TOTAL BUDGET</b>	<b>\$ 703,606</b>	<b>\$ 856,208</b>	<b>\$ 789,094</b>	<b>\$ 1,009,762</b>	<b>\$ 1,009,762</b>	<b>\$ 1,009,762</b>

***CITY OF BARTLESVILLE***  
 2024-25 Operating Budget  
 General Fund – Engineering – Personnel and Capital Detail

**FUND 101 GENERAL  
DEPT 190 ENGINEERING**

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 BUDGETED NUMBER OF EMPLOYEES</i></b>
Engineering Director	1	1	1	1
Civil Engineer	1	2	2	3
Construction Inspector	2	2	2	2
GIS Technician	0	0.5	0	0.5
Senior Administrative Assistant	1	1	1	1
<b>TOTAL</b>	<b>5</b>	<b>6.5</b>	<b>6</b>	<b>7.5</b>

***CITY OF BARTLESVILLE***  
 2024-25 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.

2024 Accomplishments:

- Provided maintenance and repairs for all fleet vehicles and equipment
- Purchased new diagnostic software
- Purchased fleet vehicles for annual fleet replacement program

2025 Objectives:

- Provide service to all city departments in an efficient and professional manner
- Continue to look for ways to improve customer service
- Implement new fleet management software

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

FUND 101 GENERAL DEPT 195 FLEET MAINTENANCE				
2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED
\$467,125	\$512,721	\$486,779	\$543,183	\$543,183

**CITY OF BARTLESVILLE**  
**2024-25 Operating Budget**  
**General Fund – Fleet Maintenance – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 305,308	\$ 320,250	\$ 319,475	\$ 340,000	\$ 340,000	\$ 340,000
51130 FICA	22,352	25,000	23,413	26,000	26,000	26,000
51140 GROUP INSURANCE	55,763	66,687	50,962	74,071	74,071	74,071
51150 DB RETIREMENT	16,496	16,000	15,552	16,000	16,000	16,000
51155 DC RETIREMENT	13,236	14,000	13,611	15,000	15,000	15,000
51170 WORKER'S COMPENSATION	2,026	-	-	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 415,181</b>	<b>\$ 441,937</b>	<b>\$ 423,013</b>	<b>\$ 471,071</b>	<b>\$ 471,071</b>	<b>\$ 471,071</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 3,741	\$ 3,900	\$ 4,956	\$ 5,200	\$ 5,200	\$ 5,200
52310 UTILITIES & COMMUNICATIONS	15,875	14,912	14,125	14,912	14,912	14,912
52510 OTHER SERVICES	2,194	2,872	4,429	4,900	4,900	4,900
52610 MAINT. & REPAIR SERVICE	2,819	12,033	8,382	10,033	10,033	10,033
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 24,629</b>	<b>\$ 33,717</b>	<b>\$ 31,892</b>	<b>\$ 35,045</b>	<b>\$ 35,045</b>	<b>\$ 35,045</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 31	\$ 500	\$ 200	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	214	700	300	700	700	700
53310 GENERAL SUPPLIES	350	4,084	1,000	4,084	4,084	4,084
53410 TOOLS & EQUIPMENT	9,773	8,583	9,127	8,583	8,583	8,583
53510 FUEL	2,749	3,200	1,627	3,200	3,200	3,200
53610 MAINT. & REPAIR MATERIALS	14,198	20,000	19,620	20,000	20,000	20,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 27,315</b>	<b>\$ 37,067</b>	<b>\$ 31,874</b>	<b>\$ 37,067</b>	<b>\$ 37,067</b>	<b>\$ 37,067</b>
<b>TOTAL BUDGET</b>	<b>\$ 467,125</b>	<b>\$ 512,721</b>	<b>\$ 486,779</b>	<b>\$ 543,183</b>	<b>\$ 543,183</b>	<b>\$ 543,183</b>

***CITY OF BARTLESVILLE***  
2024-25 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>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 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***

## **2024-25 Operating Budget**

### **General Fund – Fire – Summary**

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

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

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2024 Accomplishments:

- Purchased new Fire apparatus and equipment to replace Engine 4
- NFPA recognized Fire Command training

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2025 Objectives:

- Implement monthly all chiefs meeting
- Implement quarterly captain meeting
- Increase in-house training

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# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget General Fund – Fire – Summary**

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

FUND 101 GENERAL DEPT 250 FIRE				
2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED
\$7,606,741	\$7,778,633	\$7,946,599	\$8,241,858	\$8,241,858



***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**General Fund – Fire – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 4,789,082	\$ 4,873,750	\$ 4,733,358	\$ 5,154,000	\$ 5,154,000	\$ 5,154,000
51120 OVERTIME	684,936	632,000	884,045	670,000	670,000	670,000
51130 FICA	80,702	93,000	83,210	99,000	99,000	99,000
51140 GROUP INSURANCE	831,622	806,675	888,324	844,443	844,443	844,443
51150 DB RETIREMENT	12,095	12,000	11,480	12,000	12,000	12,000
51160 PENSION	713,892	766,000	716,325	813,000	813,000	813,000
51170 WORKER'S COMPENSATION	26,404	27,249	27,249	41,329	41,329	41,329
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 7,138,733</b>	<b>\$ 7,210,674</b>	<b>\$ 7,343,991</b>	<b>\$ 7,633,772</b>	<b>\$ 7,633,772</b>	<b>\$ 7,633,772</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 92,429	\$ 141,575	\$ 166,197	\$ 119,725	\$ 110,725	\$ 110,725
52210 FINANCIAL SERVICES	-	-	33	-	-	-
52310 UTILITIES & COMMUNICATIONS	66,625	58,548	80,739	70,320	65,320	65,320
52410 PROFESSIONAL SERVICES	-	8,000	3,000	8,000	8,000	8,000
52510 OTHER SERVICES	15,446	13,134	32,019	20,734	20,734	20,734
52610 MAINT. & REPAIR SERVICE	42,774	57,419	108,854	96,034	91,034	91,034
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 217,274</b>	<b>\$ 278,676</b>	<b>\$ 390,842</b>	<b>\$ 314,813</b>	<b>\$ 295,813</b>	<b>\$ 295,813</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,901	\$ 5,350	\$ 1,301	\$ 5,350	\$ 5,350	\$ 5,350
53210 JANITORIAL SUPPLIES	14,770	20,000	10,442	20,000	20,000	20,000
53310 GENERAL SUPPLIES	100,642	134,733	67,722	162,723	152,723	152,723
53410 TOOLS & EQUIPMENT	2,404	5,200	1,416	5,200	5,200	5,200
53510 FUEL	48,518	56,000	49,132	56,000	56,000	56,000
53610 MAINT. & REPAIR MATERIALS	81,049	68,000	81,753	73,000	73,000	73,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 249,284</b>	<b>\$ 289,283</b>	<b>\$ 211,766</b>	<b>\$ 322,273</b>	<b>\$ 312,273</b>	<b>\$ 312,273</b>
<b>CAPITAL OUTLAY</b>						
55940 MACHINERY & EQUIPMENT	\$ 1,450	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 1,450</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 7,606,741</b>	<b>\$ 7,778,633</b>	<b>\$ 7,946,599</b>	<b>\$ 8,270,858</b>	<b>\$ 8,241,858</b>	<b>\$ 8,241,858</b>

***CITY OF BARTLESVILLE***  
 2024-25 Operating Budget  
 General Fund – Fire – Personnel and Capital Detail

**FUND 101 GENERAL  
DEPT 250 FIRE**

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 BUDGETED NUMBER OF EMPLOYEES</i></b>
Fire Chief	1	1	1	1
Deputy Fire Chief	1	1	1	1
Fire Marshal	1	1	1	1
Training Officer	1	1	1	1
Shift Commander	3	3	3	3
Fire Captain	15	15	15	15
Fire Equipment Operator	15	15	15	15
Fire Fighter	33	33	33	33
Senior Administrative Assistant	1	1	1	1
<b>TOTAL</b>	<b>71</b>	<b>71</b>	<b>71</b>	<b>71</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
General Fund – Police – Summary

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

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

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2024 Accomplishments:

- Continued Citizen Police Academy
- Obtained stand-alone police sub-station with Tri-County Tech
- Began fire range upgrade

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***CITY OF BARTLESVILLE***  
 2024-25 Operating Budget  
 General Fund – Police – Summary  
 (continued)

- 2025 Objectives:
- Continue Citizen Police Academy
  - Continue to recruit and train potential police reserve officers and police explorer cadets
  - Explore computer/internet upgrades at the sub-station

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**

2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED
\$7,762,461	\$9,162,018	\$8,744,208	\$10,131,557	\$10,131,557

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**General Fund – Police – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 5,029,813	\$ 5,946,294	\$ 5,734,590	\$ 6,285,000	\$ 6,285,000	\$ 6,285,000
51120 OVERTIME	67,245	100,000	104,668	105,000	105,000	105,000
51130 FICA	366,986	427,000	432,184	493,000	493,000	493,000
51140 GROUP INSURANCE	791,838	995,810	723,656	1,244,400	1,244,400	1,244,400
51150 DB RETIREMENT	11,824	12,000	11,473	12,000	12,000	12,000
51155 DC RETIREMENT	11,504	13,000	12,418	12,000	12,000	12,000
51160 PENSION	597,235	680,000	676,854	789,000	789,000	789,000
51170 WORKER'S COMPENSATION	20,597	3,689	3,689	10,833	10,833	10,833
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 6,897,042</b>	<b>\$ 8,177,793</b>	<b>\$ 7,699,532</b>	<b>\$ 8,951,233</b>	<b>\$ 8,951,233</b>	<b>\$ 8,951,233</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 199,111	\$ 253,200	\$ 318,783	\$ 354,800	\$ 339,800	\$ 339,800
52210 FINANCIAL SERVICES	495	-	413	-	-	-
52310 UTILITIES & COMMUNICATIONS	57,259	57,680	47,743	65,780	65,780	65,780
52510 OTHER SERVICES	95,102	121,800	109,192	123,400	118,400	118,400
52610 MAINT. & REPAIR SERVICE	41,221	57,245	52,828	64,544	59,544	59,544
52810 INSURANCE & BONDS	1,800	800	3,924	3,800	3,800	3,800
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 394,988</b>	<b>\$ 490,725</b>	<b>\$ 532,883</b>	<b>\$ 612,324</b>	<b>\$ 587,324</b>	<b>\$ 587,324</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 7,600	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000
53210 JANITORIAL SUPPLIES	2,316	3,000	3,000	3,000	3,000	3,000
53310 GENERAL SUPPLIES	159,812	182,500	185,455	227,000	217,000	217,000
53410 TOOLS & EQUIPMENT	10,108	5,000	5,000	20,000	20,000	20,000
53510 FUEL	185,434	200,000	200,246	220,000	220,000	220,000
53610 MAINT. & REPAIR MATERIALS	89,102	95,000	110,092	125,000	125,000	125,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 454,372</b>	<b>\$ 493,500</b>	<b>\$ 511,793</b>	<b>\$ 603,000</b>	<b>\$ 593,000</b>	<b>\$ 593,000</b>
<b>CAPITAL OUTLAY</b>						
55960 VEHICLES & EQUIPMENT	\$ 16,059	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 16,059</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 7,762,461</b>	<b>\$ 9,162,018</b>	<b>\$ 8,744,208</b>	<b>\$10,166,557</b>	<b>\$10,131,557</b>	<b>\$10,131,557</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
General Fund – Police – Personnel and Capital Detail

**FUND 101 GENERAL  
DEPT 270 POLICE**

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 BUDGETED NUMBER OF EMPLOYEES</i></b>
Police Chief	1	1	1	1
Deputy Chief	2	2	2	2
Captain	4	4	4	4
Lieutenant	4	4	5	5
Sergeant	9	9	9	9
Police Corporal	10	10	10	10
Police Officer	43	47	40	45
Police Finance/Payroll Coordinator	0	0	1	1
Senior Administrative Assistant	2	2	1	1
Administrative Assistant	3	3	3	3
Animal Control Officer	2	2	2	2
Community Service Officer	1	1	1	1
<b>TOTAL</b>	<b>81</b>	<b>85</b>	<b>79</b>	<b>84</b>

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget General Fund – Street – Summary**

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

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

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2024 Accomplishments:

- Continued street sign replacement program
- Stabilized creek channel at Adams Golf Course
- Constructed pad for park signage

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2025 Objectives:

- Complete annual street overlays
- Perform annual traffic signal maintenance checks
- Restripe school zones and arterial streets
- Maintain City storm drainage system

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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>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED</b>
<b>\$1,769,671</b>	<b>\$2,103,511</b>	<b>\$1,733,626</b>	<b>\$2,180,609</b>	<b>\$2,180,609</b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**General Fund – Street – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 761,724	\$ 965,500	\$ 812,748	\$ 974,000	\$ 974,000	\$ 974,000
51120 OVERTIME	590	2,000	235	2,000	2,000	2,000
51130 FICA	55,003	74,000	58,428	75,000	75,000	75,000
51140 GROUP INSURANCE	178,442	213,398	163,077	259,250	259,250	259,250
51150 DB RETIREMENT	79,740	77,000	76,207	78,000	78,000	78,000
51155 DC RETIREMENT	17,225	27,000	16,058	26,000	26,000	26,000
51170 WORKER'S COMPENSATION	6,078	1,310	1,310	353	353	353
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 1,098,802</b>	<b>\$ 1,360,208</b>	<b>\$ 1,128,063</b>	<b>\$ 1,414,603</b>	<b>\$ 1,414,603</b>	<b>\$ 1,414,603</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 4,090	\$ 18,050	\$ 7,174	\$ 18,050	\$ 18,050	\$ 18,050
52310 UTILITIES & COMMUNICATIONS	295,862	288,548	295,401	315,000	315,000	315,000
52510 OTHER SERVICES	5,188	7,350	7,901	7,350	7,350	7,350
52610 MAINT. & REPAIR SERVICE	6,065	11,385	9,278	15,204	15,204	15,204
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 311,205</b>	<b>\$ 325,333</b>	<b>\$ 319,754</b>	<b>\$ 355,604</b>	<b>\$ 355,604</b>	<b>\$ 355,604</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 291	\$ 500	\$ 300	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	1,962	2,100	2,400	2,100	2,100	2,100
53310 GENERAL SUPPLIES	7,775	18,068	12,089	18,068	10,500	10,500
53410 TOOLS & EQUIPMENT	5,616	5,000	1,535	5,000	5,000	5,000
53510 FUEL	58,402	58,000	56,791	58,000	58,000	58,000
53610 MAINT. & REPAIR MATERIALS	285,618	334,302	212,694	334,302	334,302	334,302
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 359,664</b>	<b>\$ 417,970</b>	<b>\$ 285,809</b>	<b>\$ 417,970</b>	<b>\$ 410,402</b>	<b>\$ 410,402</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,769,671</b>	<b>\$ 2,103,511</b>	<b>\$ 1,733,626</b>	<b>\$ 2,188,177</b>	<b>\$ 2,180,609</b>	<b>\$ 2,180,609</b>



***CITY OF BARTLESVILLE***  
 2024-25 Operating Budget  
 General Fund – Street – Personnel and Capital Detail

**FUND 101 GENERAL  
DEPT 328 STREET**

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 BUDGETED NUMBER OF EMPLOYEES</i></b>
Assitant Public Works Director	0	0.5	0	0.5
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
Maintence Worker	8	10	7	10
<b>TOTAL</b>	<b>15</b>	<b>17.5</b>	<b>14</b>	<b>17.5</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
General Fund – Library – Summary

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

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

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2024 Accomplishments:

- Upgraded elevators to ADA compliance
- Implemented Polaris Vega
- Updated outdoor lighting

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***CITY OF BARTLESVILLE***  
 2024-25 Operating Budget  
 General Fund – Library – Summary  
 (continued)

- 2025 Objectives:
- Install ADA door openers on 1<sup>st</sup> floor restrooms
  - Implement customer feedback survey

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

FUND 101 GENERAL DEPT 421 LIBRARY				
2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED
\$1,587,325	\$1,840,902	\$1,756,541	\$1,814,914	\$1,814,914

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**General Fund – Library – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 941,418	\$ 1,095,400	\$ 1,063,471	\$ 1,058,000	\$ 1,058,000	\$ 1,058,000
51120 OVERTIME	1,526	1,000	2,194	1,000	1,000	1,000
51130 FICA	69,510	84,000	78,321	81,000	81,000	81,000
51140 GROUP INSURANCE	156,137	186,724	142,693	222,214	222,214	222,214
51150 DB RETIREMENT	112,153	107,000	79,010	69,000	69,000	69,000
51155 DC RETIREMENT	7,521	11,000	14,260	18,000	18,000	18,000
51170 WORKER'S COMPENSATION	945	238	238	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 1,289,210</b>	<b>\$ 1,485,362</b>	<b>\$ 1,380,187</b>	<b>\$ 1,449,214</b>	<b>\$ 1,449,214</b>	<b>\$ 1,449,214</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 3,626	\$ 5,200	\$ 5,780	\$ 6,650	\$ 6,650	\$ 6,650
52210 FINANCIAL SERVICES	2,591	3,550	2,769	3,500	3,500	3,500
52310 UTILITIES & COMMUNICATIONS	112,223	110,000	110,010	115,000	115,000	115,000
52510 OTHER SERVICES	31,995	34,275	34,229	41,050	41,050	41,050
52610 MAINT. & REPAIR SERVICE	58,702	68,270	68,270	68,025	68,025	68,025
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 209,137</b>	<b>\$ 221,295</b>	<b>\$ 221,058</b>	<b>\$ 234,225</b>	<b>\$ 234,225</b>	<b>\$ 234,225</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 6,804	\$ 20,700	\$ 20,000	\$ 13,650	\$ 13,650	\$ 13,650
53210 JANITORIAL SUPPLIES	5,194	10,500	8,000	14,000	14,000	14,000
53310 GENERAL SUPPLIES	66,900	85,895	110,146	84,875	84,875	84,875
53610 MAINT. & REPAIR MATERIALS	10,080	17,150	17,150	18,950	18,950	18,950
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 88,978</b>	<b>\$ 134,245</b>	<b>\$ 155,296</b>	<b>\$ 131,475</b>	<b>\$ 131,475</b>	<b>\$ 131,475</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,587,325</b>	<b>\$ 1,840,902</b>	<b>\$ 1,756,541</b>	<b>\$ 1,814,914</b>	<b>\$ 1,814,914</b>	<b>\$ 1,814,914</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
General Fund – Library – Personnel and Capital Detail

FUND 101 GENERAL  
DEPT 421 LIBRARY

***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 BUDGETED NUMBER OF EMPLOYEES</i></b>
Library Director	1	1	1	1
Assistant Library/History Museum Dir	0	1	1	1
Senior Librarian	2	2	2	2
Librarian	1	1	2	2
Library Specialist	4	4	3	3
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	0	0
Part-time Clerks-Pages	4.7	4.7	4.15	4.7
<b>TOTAL</b>	<b>18.7</b>	<b>19.7</b>	<b>18.15</b>	<b>18.7</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
General Fund – Museum – Summary

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

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

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2024 Accomplishments:

- Launched a new website for public
- Established three new annual events

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***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
General Fund – Museum – Summary  
(continued)

- 2025 Objectives:
- Expand catalog to make more collections available to the public
  - Continue updating the website
  - Host Northeast Central Oklahoma Museum Association (NECOMA) meeting

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

FUND 101 GENERAL DEPT 425 HISTORY MUSEUM				
2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED
\$203,127	\$227,627	\$220,092	\$248,743	\$248,743

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**General Fund – Museum – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 134,005	\$ 145,850	\$ 145,667	\$ 154,000	\$ 154,000	\$ 154,000
51120 OVERTIME	-	-	206	-	-	-
51130 FICA	9,656	12,000	10,522	12,000	12,000	12,000
51140 GROUP INSURANCE	33,458	40,012	30,577	44,443	44,443	44,443
51155 DC RETIREMENT	5,921	7,000	6,238	8,000	8,000	8,000
51170 WORKER'S COMPENSATION	203	-	-	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 183,243</b>	<b>\$ 204,862</b>	<b>\$ 193,210</b>	<b>\$ 218,443</b>	<b>\$ 218,443</b>	<b>\$ 218,443</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 295	\$ 750	\$ 1,580	\$ 1,700	\$ 1,700	\$ 1,700
52310 UTILITIES & COMMUNICATIONS	-	25	15	30	30	30
52410 PROFESSIONAL SERVICES	-	500	-	1,500	1,500	1,500
52510 OTHER SERVICES	9,266	9,700	8,568	11,920	11,920	11,920
52610 MAINT. & REPAIR SERVICE	1,817	2,450	2,517	4,350	4,350	4,350
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 11,378</b>	<b>\$ 13,425</b>	<b>\$ 12,680</b>	<b>\$ 19,500</b>	<b>\$ 19,500</b>	<b>\$ 19,500</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 2,879	\$ 2,500	\$ 2,494	\$ 3,500	\$ 3,500	\$ 3,500
53210 JANITORIAL SUPPLIES	-	200	187	200	200	200
53310 GENERAL SUPPLIES	5,270	4,640	2,021	4,000	4,000	4,000
53610 MAINT. & REPAIR MATERIALS	357	2,000	9,500	3,100	3,100	3,100
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 8,506</b>	<b>\$ 9,340</b>	<b>\$ 14,202</b>	<b>\$ 10,800</b>	<b>\$ 10,800</b>	<b>\$ 10,800</b>
<b>TOTAL BUDGET</b>	<b>\$ 203,127</b>	<b>\$ 227,627</b>	<b>\$ 220,092</b>	<b>\$ 248,743</b>	<b>\$ 248,743</b>	<b>\$ 248,743</b>



***CITY OF BARTLESVILLE***  
 2024-25 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>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 BUDGETED NUMBER OF EMPLOYEES</i></b>
Collections Manager	1	1	1	1
Museum Registrar	1	1	1	1
Museum Coordinator	0	1	1	1
Library Assistant	0.63	0.63	0.63	0.63
<b>TOTAL</b>	<b>2.63</b>	<b>3.63</b>	<b>3.63</b>	<b>3.63</b>

***CITY OF BARTLESVILLE***  
**2024-25 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.

2024 Accomplishments:

- Maintained City right of ways, parks, and properties
- Mowed and maintained sports and athletic fields
- Installed irrigation for trees at Douglas Park
- Performed routine spraying for mosquito control
- Performed annual tree maintenance program

2025 Objectives:

- Maintain and clean park restrooms and facilities
- Operate and maintain City irrigation systems
- Continue operation of a mosquito control program for public safety

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>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED</b>
<b>\$1,402,613</b>	<b>\$1,721,651</b>	<b>\$1,410,077</b>	<b>\$1,756,898</b>	<b>\$1,756,898</b>

**CITY OF BARTLESVILLE**  
**2024-25 Operating Budget**  
**General Fund – Park and Recreation – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 793,715	\$ 854,500	\$ 832,306	\$ 874,000	\$ 874,000	\$ 874,000
51120 OVERTIME	-	1,000	-	1,000	1,000	1,000
51130 FICA	58,063	65,000	61,650	67,000	67,000	67,000
51140 GROUP INSURANCE	200,748	249,844	183,462	266,657	266,657	266,657
51150 DB RETIREMENT	78,126	80,000	72,851	65,000	65,000	65,000
51155 DC RETIREMENT	14,195	20,000	15,996	24,000	24,000	24,000
51170 WORKER'S COMPENSATION	7,023	30,596	30,596	30,596	30,596	30,596
51180 UNEMPLOYMENT COMP	952	-	3,755	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 1,152,822</b>	<b>\$ 1,300,940</b>	<b>\$ 1,200,616</b>	<b>\$ 1,328,253</b>	<b>\$ 1,328,253</b>	<b>\$ 1,328,253</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 13,047	\$ 151,545	\$ 7,437	\$ 151,545	\$ 151,545	\$ 151,545
52310 UTILITIES & COMMUNICATIONS	51,455	50,000	33,034	50,000	50,000	50,000
52510 OTHER SERVICES	3,036	4,695	6,318	11,600	11,600	11,600
52610 MAINT. & REPAIR SERVICE	1,158	4,000	5,453	9,000	9,000	9,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 68,696</b>	<b>\$ 210,240</b>	<b>\$ 52,242</b>	<b>\$ 222,145</b>	<b>\$ 222,145</b>	<b>\$ 222,145</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 291	\$ 500	\$ 259	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	9,111	10,500	7,088	10,500	10,500	10,500
53310 GENERAL SUPPLIES	30,718	51,000	16,388	51,000	46,500	46,500
53410 TOOLS & EQUIPMENT	1,852	6,500	1,346	6,500	6,500	6,500
53510 FUEL	50,588	51,471	59,795	52,000	52,000	52,000
53610 MAINT. & REPAIR MATERIALS	88,535	90,500	72,343	90,500	90,500	90,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 181,095</b>	<b>\$ 210,471</b>	<b>\$ 157,219</b>	<b>\$ 211,000</b>	<b>\$ 206,500</b>	<b>\$ 206,500</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,402,613</b>	<b>\$ 1,721,651</b>	<b>\$ 1,410,077</b>	<b>\$ 1,761,398</b>	<b>\$ 1,756,898</b>	<b>\$ 1,756,898</b>

***CITY OF BARTLESVILLE***  
2024-25 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>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 BUDGETED NUMBER OF EMPLOYEES</i></b>
Parks Supervisor	1	1	1	1
Equipment Operator	2	2	2	2
Maintenance Worker	14	15	14	15
<b>TOTAL</b>	<b>17</b>	<b>18</b>	<b>17</b>	<b>18</b>

***CITY OF BARTLESVILLE***  
 2024-25 Operating Budget  
 General Fund – Transfers – Summary

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

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

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2024 Accomplishments:      N/A

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2025 Objectives:              N/A

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

**FUND 101 GENERAL  
DEPT 900 TRANSFERS**

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED</b>
<b>\$4,011,107</b>	<b>\$4,011,107</b>	<b>\$4,011,107</b>	<b>\$4,787,466</b>	<b>\$4,787,466</b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**General Fund – Transfers – Line Item Detail**

<b>TRANSFERS</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
59207 E 9-1-1 FUND	\$ 698,433	\$ 698,433	\$ 698,433	\$ 778,436	\$ 778,436	\$ 778,436
59513 ADAMS GOLF COURSE	135,941	135,941	135,941	689,014	686,514	686,514
59515 SOONER POOL	49,871	49,871	49,871	71,179	71,179	71,179
59516 FRONTIER POOL	60,921	60,921	60,921	95,013	95,013	95,013
59517 AIRPORT	36,472	36,472	36,472	-	-	-
59663 AUTO COLLISION INSURANCE	25,000	25,000	25,000	25,000	25,000	25,000
59670 STABILIZATION RESERVE	1,354,469	1,354,469	1,354,469	1,132,209	1,131,324	1,131,324
59675 CAPITAL RESERVE	1,650,000	1,650,000	1,650,000	2,000,000	2,000,000	2,000,000
<b>TOTAL TRANSFERS</b>	<b>\$ 4,011,107</b>	<b>\$ 4,011,107</b>	<b>\$ 4,011,107</b>	<b>\$ 4,790,851</b>	<b>\$ 4,787,466</b>	<b>\$ 4,787,466</b>
<b>TOTAL BUDGET</b>	<b>\$ 4,011,107</b>	<b>\$ 4,011,107</b>	<b>\$ 4,011,107</b>	<b>\$ 4,790,851</b>	<b>\$ 4,787,466</b>	<b>\$ 4,787,466</b>

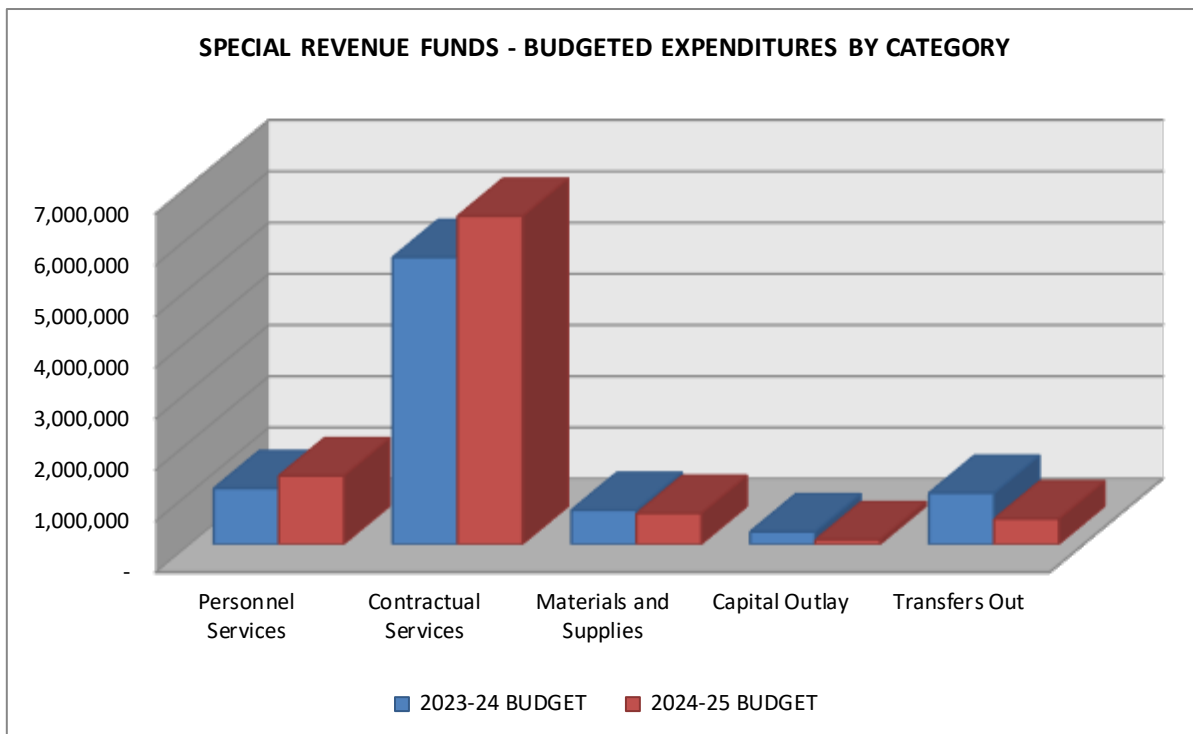
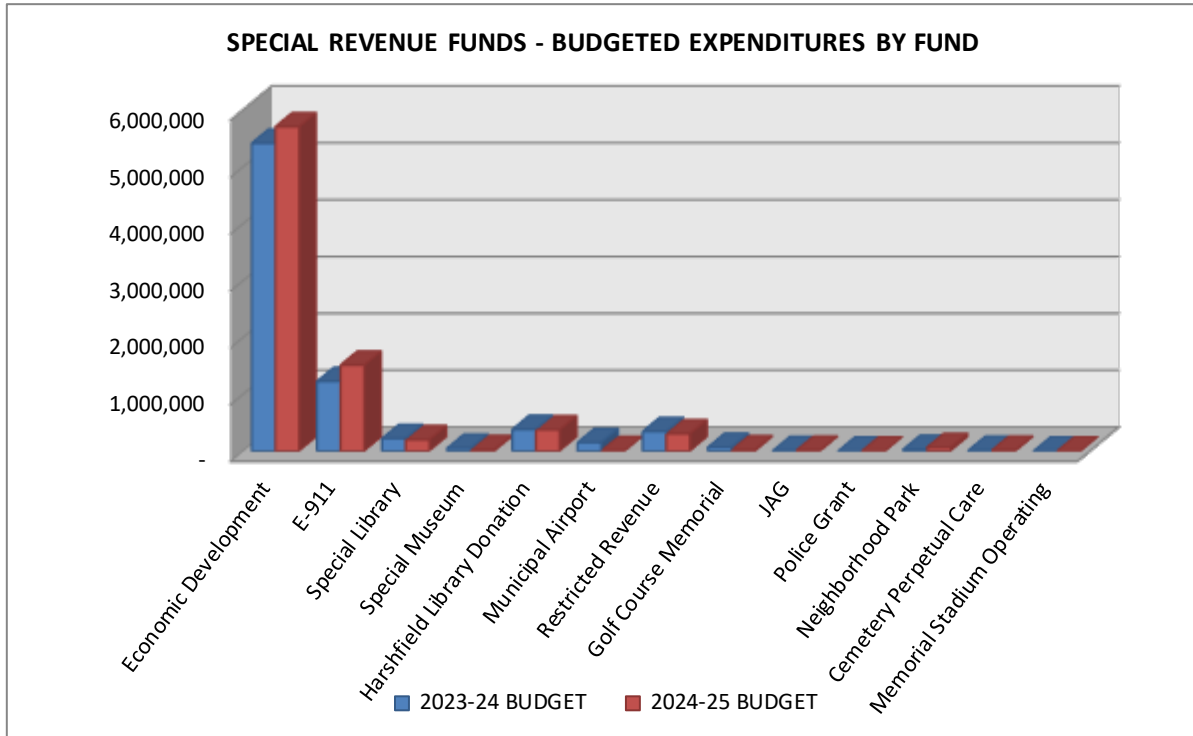
# **SPECIAL REVENUE FUNDS**



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***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Special Revenue Funds – Expenditure Graphs**



***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Special Revenue Funds – Expenditure Summary by Fund**

<b><i>EXPENDITURES AND RESERVES BY FUND</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Economic Development	\$ 1,378,267	\$ 5,416,131	\$ 1,927,503	\$ 5,708,341
E-911	1,103,215	1,226,020	1,159,190	1,515,094
Special Library	161,647	220,970	216,772	202,000
Special Museum	30,336	51,500	37,024	25,100
Harshfield Library Donation	169,237	382,568	77,876	375,860
Municipal Airport	639,119	150,000	149,693	7,598
Restricted Revenue	49,009	345,441	112,869	306,262
Golf Course Memorial	31,116	65,940	52,812	21,528
CDBG-Covid	16,328	-	-	485,000
ARPA	3,609,713	1,000,000	1,000,000	500,000
JAG	-	7,619	-	14,804
Neighborhood Park	-	29,599	-	62,723
Cemetery Perpetual Care	1,334	12,303	343	15,009
<b>Total Expenditures and Reserves</b>	<b><u>\$ 7,189,321</u></b>	<b><u>\$ 8,908,091</u></b>	<b><u>\$ 4,734,082</u></b>	<b><u>\$ 9,239,319</u></b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Special Revenue Funds – Expenditure Summary by Line Item**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 723,136	\$ 801,750	\$ 769,574	\$ 969,000	\$ 969,000	\$ 969,000
51120 OVERTIME	21,949	23,000	39,019	23,000	23,000	23,000
51130 FICA	53,670	63,000	59,083	76,000	76,000	76,000
51140 GROUP INSURANCE	167,290	151,205	152,885	222,214	222,214	222,214
51150 DB RETIREMENT	27,185	30,000	15,592	11,000	11,000	11,000
51155 DC RETIREMENT	22,922	23,000	28,900	37,000	37,000	37,000
51170 WORKER'S COMPENSATION	1,013	-	-	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 1,017,165</b>	<b>\$ 1,091,955</b>	<b>\$ 1,065,053</b>	<b>\$ 1,338,214</b>	<b>\$ 1,338,214</b>	<b>\$ 1,338,214</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 2,115	\$ 10,250	\$ 7,963	\$ 13,500	\$ 13,500	\$ 13,500
52310 UTILITIES & COMMUNICATIONS	113,464	136,200	118,251	159,400	159,400	159,400
52410 PROFESSIONAL SERVICES	136,060	5,500	49,829	5,600	5,600	5,600
52510 OTHER SERVICES	375,867	4,432,631	581,203	4,843,701	4,843,701	4,843,701
52610 MAINT. & REPAIR SERVICE	-	7,000	2,634	7,000	7,000	7,000
52710 OPERATIONAL SERVICES	1,050,000	1,010,000	1,378,000	1,378,000	1,378,000	1,378,000
52810 INSURANCE & BONDS	-	300	-	300	300	300
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 1,677,506</b>	<b>\$ 5,601,881</b>	<b>\$ 2,137,880</b>	<b>\$ 6,407,501</b>	<b>\$ 6,407,501</b>	<b>\$ 6,407,501</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 8,206	\$ 6,200	\$ 6,200	\$ 8,200	\$ 8,200	\$ 8,200
53310 GENERAL SUPPLIES	165,227	211,422	151,537	211,813	211,813	211,813
53410 TOOLS & EQUIPMENT	2,219	-	3,417	-	-	-
53610 MAINT. & REPAIR MATERIALS	61,385	449,411	246,180	387,262	387,262	387,262
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 237,037</b>	<b>\$ 667,033</b>	<b>\$ 407,334</b>	<b>\$ 607,275</b>	<b>\$ 607,275</b>	<b>\$ 607,275</b>

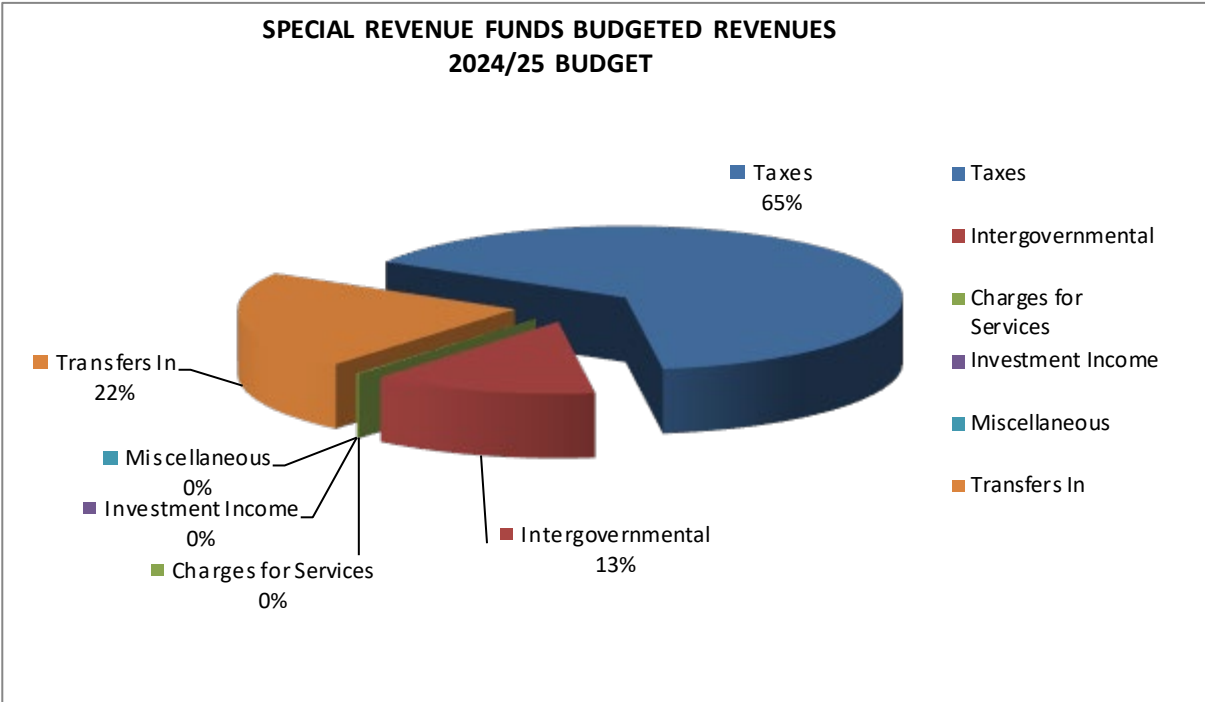
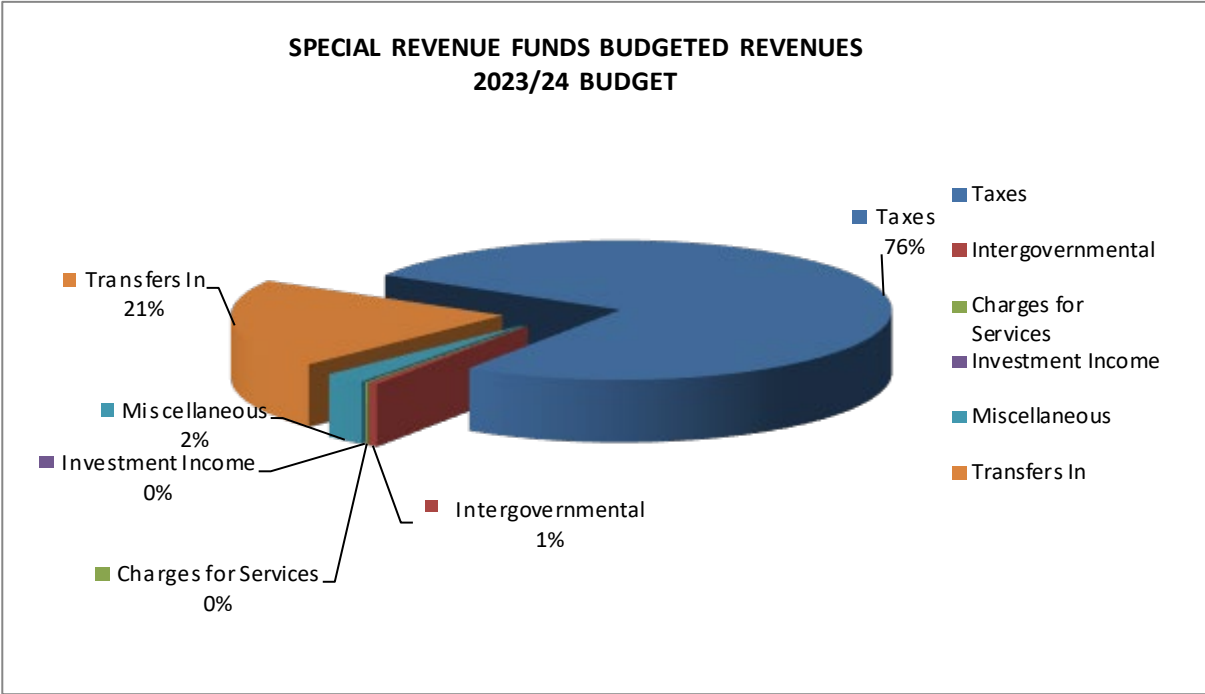
***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Special Revenue Funds – Expenditure Summary by Line Item**  
**(continued)**

<b><i>CAPITAL OUTLAY</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 REQUEST</i></b>	<b><i>CITY MGR REC</i></b>	<b><i>2024-25 APPROVED</i></b>
55910 LAND	\$ 144,979	\$ -	\$ -	\$ -	\$ -	\$ -
55920 BUILDINGS & STRUCTURES	502,921	211,499	103,000	70,321	70,321	70,321
55950 OFFICE EQUIP & FURNISH	-	34,040	20,815	21,528	21,528	21,528
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 647,900</b>	<b>\$ 245,539</b>	<b>\$ 123,815</b>	<b>\$ 91,849</b>	<b>\$ 91,849</b>	<b>\$ 91,849</b>
<b><i>TRANSFERS OUT</i></b>						
59101 GENERAL FUND	\$ 3,609,713	\$ 1,000,000	\$ 1,000,000	\$ 500,000	\$ 500,000	\$ 500,000
<b>TOTAL TRANSFERS</b>	<b>\$ 3,609,713</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>
<b><i>TOTAL BUDGET</i></b>	<b>\$ 7,189,321</b>	<b>\$ 8,606,408</b>	<b>\$ 4,734,082</b>	<b>\$ 8,944,839</b>	<b>\$ 8,944,839</b>	<b>\$ 8,944,839</b>

# ***CITY OF BARTLESVILLE***

## 2024-25 Operating Budget

### Special Revenue Funds – Revenue Graphs



***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Special Revenue Funds – Revenue Summary by Source**

<b>REVENUE BY SOURCE</b>		<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
Sales Tax		\$ 1,708,277	\$ 1,663,883	\$ 1,711,440	\$ 1,685,769
Hotel-Motel Tax		248,571	238,200	195,747	195,700
Franchise Tax		499,324	506,400	575,280	586,000
Intergovernmental		6,938,569	18,000	117,368	503,000
Charges for Services		5,159	5,000	4,886	4,800
Interest and Investment Income		189,614	-	187,877	-
Donations and Miscellaneous		230,116	80,000	258,260	-
Transfer In:	From BLTA	76,994	70,000	107,687	70,000
	From General	698,433	586,603	586,603	778,436
Fund Balance		7,807,958	6,536,979	7,974,484	6,985,550
<b>Total Available for Appropriation</b>		<b>\$18,403,015</b>	<b>\$ 9,705,065</b>	<b>\$11,719,632</b>	<b>\$ 10,809,255</b>

***CITY OF BARTLESVILLE***  
 2024-25 Operating Budget  
 Special Revenue Funds – Personnel Summary

<b><i>PERSONNEL COUNTS BY DEPARTMENT</i></b>	<b><i>2022-23 ACTUAL FTEs</i></b>	<b><i>2023-24 BUDGETED FTEs</i></b>	<b><i>2023-24 ACTUAL FTEs</i></b>	<b><i>2024-25 BUDGETED FTEs</i></b>
E-911 Fund:				
Dispatch	15	15.1	15.7	19.7
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>0.79</u>
<b>Total Expenditures</b>	<b><u>17.36</u></b>	<b><u>17.46</u></b>	<b><u>18.06</u></b>	<b><u>21.62</u></b>

***CITY OF BARTLESVILLE***  
**2024-25 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.

**2024 Accomplishments:** • N/A

**2025 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>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$1,378,267</b>	<b>\$5,416,131</b>	<b>\$1,927,503</b>	<b>\$5,708,341</b>	<b>\$5,708,341</b>



***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Economic Development Fund – Expenditure and Revenue Summary

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Economic Development	<u>\$ 1,378,267</u>	<u>\$ 5,416,131</u>	<u>\$ 1,927,503</u>	<u>\$ 5,708,341</u>
<b>Total Expenditures</b>	<b><u>\$ 1,378,267</u></b>	<b><u>\$ 5,416,131</u></b>	<b><u>\$ 1,927,503</u></b>	<b><u>\$ 5,708,341</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Sales Tax	\$ 1,708,277	\$ 1,663,883	\$ 1,711,440	\$ 1,685,769
Hotel-Motel Tax	248,571	238,200	195,747	195,700
Interest and Investment Income	<u>150,557</u>	<u>-</u>	<u>159,069</u>	<u>-</u>
Fund Balance	<u>2,958,981</u>	<u>3,514,048</u>	<u>3,688,119</u>	<u>3,826,872</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 5,066,386</u></b>	<b><u>\$ 5,416,131</u></b>	<b><u>\$ 5,754,375</u></b>	<b><u>\$ 5,708,341</u></b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Economic Development Fund – Economic Development – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
52510 OTHER SERVICES	\$ 328,267	\$ 4,406,131	\$ 549,503	\$ 4,330,341	4,330,341	\$ 4,330,341
52710 OPERATIONAL SERVICES	1,050,000	1,010,000	1,378,000	1,378,000	1,378,000	1,378,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 1,378,267</b>	<b>\$ 5,416,131</b>	<b>\$ 1,927,503</b>	<b>\$ 5,708,341</b>	<b>\$ 5,708,341</b>	<b>\$ 5,708,341</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,378,267</b>	<b>\$ 5,416,131</b>	<b>\$ 1,927,503</b>	<b>\$ 5,708,341</b>	<b>\$ 5,708,341</b>	<b>\$ 5,708,341</b>

# ***CITY OF BARTLESVILLE***

## **2024-25 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.

**2024 Accomplishments:**

- Provided Virtual Academy training
- Worked with Tri-County Tech staff for E911/Dispatcher training program and possible simulator attainment
- Installed new radio consoles

**2025 Objectives:**

- Certify some dispatch staff as Emergency Medical Dispatchers
- CPR certification for dispatch staff
- Implement E911/Dispatch training program and possible simulator attainment at Tri-County Tech

**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>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$1,103,215</b>	<b>\$1,197,905</b>	<b>\$1,159,190</b>	<b>\$1,487,474</b>	<b>\$1,487,474</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
E-911 Fund – Expenditure and Revenue Summary

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Emergency Dispatch	\$ 1,103,215	\$ 1,197,905	\$ 1,159,190	\$ 1,487,474
Reserves:       Compensated Absences Reserve	-	28,115	-	27,620
<b>Total Expenditures and Reserves</b>	<b><u>\$ 1,103,215</u></b>	<b><u>\$ 1,226,020</u></b>	<b><u>\$ 1,159,190</u></b>	<b><u>\$ 1,515,094</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
E-911 Service Tax	\$ 41,551	\$ 63,400	\$ 37,500	\$ 37,500
E-911 Wireless Fee	457,773	443,000	537,780	548,500
Charges for Services	2,400	2,400	2,400	2,400
Interest and Investment Income	4,083	-	-	-
Transfer In:       General	698,433	586,603	586,603	778,436
Fund Balance	42,138	130,617	143,165	148,258
<b>Total Available for Appropriation</b>	<b><u>\$ 1,246,378</u></b>	<b><u>\$ 1,226,020</u></b>	<b><u>\$ 1,307,448</u></b>	<b><u>\$ 1,515,094</u></b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**E-911 Fund – Emergency Dispatch – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 681,769	\$ 741,750	\$ 720,034	\$ 920,000	\$ 920,000	\$ 920,000
51120 OVERTIME	21,949	23,000	39,019	23,000	23,000	23,000
51130 FICA	50,505	57,000	55,297	71,000	71,000	71,000
51140 GROUP INSURANCE	167,290	151,205	152,885	222,214	222,214	222,214
51150 DB RETIREMENT	27,185	30,000	15,592	11,000	11,000	11,000
51155 DC RETIREMENT	22,922	23,000	28,900	37,000	37,000	37,000
51170 WORKER'S COMPENSATION	1,013	-	-	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 972,633</b>	<b>\$ 1,025,955</b>	<b>\$ 1,011,727</b>	<b>\$ 1,284,214</b>	<b>\$ 1,284,214</b>	<b>\$ 1,284,214</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 2,115	\$ 10,250	\$ 7,963	\$ 13,500	\$ 13,500	\$ 13,500
52310 UTILITIES & COMMUNICATIONS	113,464	136,200	118,251	159,400	159,400	159,400
52510 OTHER SERVICES	9,925	10,000	10,000	11,860	11,860	11,860
52610 MAINT. & REPAIR SERVICE	-	7,000	2,634	7,000	7,000	7,000
52810 INSURANCE & BONDS	-	300	-	300	300	300
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 125,504</b>	<b>\$ 163,750</b>	<b>\$ 138,848</b>	<b>\$ 192,060</b>	<b>\$ 192,060</b>	<b>\$ 192,060</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 4,091	\$ 6,200	\$ 6,200	\$ 8,200	\$ 8,200	\$ 8,200
53310 GENERAL SUPPLIES	987	1,000	1,915	2,000	2,000	2,000
53610 MAINT. & REPAIR MATERIALS	-	1,000	500	1,000	1,000	1,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 5,078</b>	<b>\$ 8,200</b>	<b>\$ 8,615</b>	<b>\$ 11,200</b>	<b>\$ 11,200</b>	<b>\$ 11,200</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,103,215</b>	<b>\$ 1,197,905</b>	<b>\$ 1,159,190</b>	<b>\$ 1,487,474</b>	<b>\$ 1,487,474</b>	<b>\$ 1,487,474</b>

***CITY OF BARTLESVILLE***  
 2024-25 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>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 BUDGETED NUMBER OF EMPLOYEES</i></b>
Lead Emergency Comm. Tech	3	3	3	3
Emergency Comm. Tech	12	12.1	12.7	16.7
<b>TOTAL</b>	<b>15</b>	<b>15.1</b>	<b>15.7</b>	<b>19.7</b>

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget**

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

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

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

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2024 Accomplishments:

- Began renovation of Reference Area
- Replaced LED signboard

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***CITY OF BARTLESVILLE***  
 2024-25 Operating Budget  
 Special Library Fund – Summary  
 (continued)

- 2025 Objectives:
- Complete renovation of Reference Area
  - Update and upgrade circulation area

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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>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$161,647</b>	<b>\$220,970</b>	<b>\$216,772</b>	<b>\$202,000</b>	<b>\$202,000</b>

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***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Special Library Fund – Expenditure and Revenue Summary

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Library	\$ 161,647	\$ 220,970	\$ 216,772	\$ 202,000
<b>Total Expenditures</b>	<b>\$ 161,647</b>	<b>\$ 220,970</b>	<b>\$ 216,772</b>	<b>\$ 202,000</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Intergovernmental	\$ 45,065	\$ 18,000	\$ 34,600	\$ 18,000
Interest and Investment Income	15,854	-	14,095	-
Donations and Miscellaneous	14,389	-	60,066	-
Transfer In: From BLTA	76,994	70,000	107,687	70,000
Fund Balance	337,864	242,413	328,430	328,106
<b>Total Available for Appropriation</b>	<b>\$ 490,166</b>	<b>\$ 330,413</b>	<b>\$ 544,878</b>	<b>\$ 416,106</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Special Library Fund – Library – Line Item Detail

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 14,993	\$ 27,000	\$ 23,972	\$ 30,000	\$ 30,000	\$ 30,000
51130 FICA	1,147	3,000	1,830	3,000	3,000	3,000
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 16,140</b>	<b>\$ 30,000</b>	<b>\$ 25,802</b>	<b>\$ 33,000</b>	<b>\$ 33,000</b>	<b>\$ 33,000</b>
<b>CONTRACTUAL SERVICES</b>						
52410 PROFESSIONAL SERVICES	\$ -	\$ 4,500	\$ 3,136	\$ 4,500	\$ 4,500	\$ 4,500
52510 OTHER SERVICES	18,606	16,500	16,500	16,500	16,500	16,500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 18,606</b>	<b>\$ 21,000</b>	<b>\$ 19,636</b>	<b>\$ 21,000</b>	<b>\$ 21,000</b>	<b>\$ 21,000</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 4,115	\$ -	\$ -	\$ -	\$ -	\$ -
53310 GENERAL SUPPLIES	122,786	134,000	128,528	148,000	148,000	148,000
53610 MAINT. & REPAIR MATERIALS	-	35,970	42,806	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 126,901</b>	<b>\$ 169,970</b>	<b>\$ 171,334</b>	<b>\$ 148,000</b>	<b>\$ 148,000</b>	<b>\$ 148,000</b>
<b>TOTAL BUDGET</b>	<b>\$ 161,647</b>	<b>\$ 220,970</b>	<b>\$ 216,772</b>	<b>\$ 202,000</b>	<b>\$ 202,000</b>	<b>\$ 202,000</b>

***CITY OF BARTLESVILLE***  
2024-25 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>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 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***  
 2024-25 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.

- 2024 Accomplishments:
- Received Martha Jane Starr Grant
  - Continued digitization of collections
  - Added projector for events in museum gallery

- 2025 Objectives:
- Evaluate archived films to be converted to digital format
  - Search for potential grant funds

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

**FUND 209 SPECIAL MUSEUM  
DEPT 425 MUSUEM**

2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED BUDGET
\$30,336	\$51,500	\$37,024	\$25,100	\$25,100

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Special Museum Fund – Expenditure and Revenue Summary

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Museum	\$ 30,336	\$ 51,500	\$ 37,024	\$ 25,100
<b>Total Expenditures</b>	<b>\$ 30,336</b>	<b>\$ 51,500</b>	<b>\$ 37,024</b>	<b>\$ 25,100</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Interest and Investment Income	\$ 6,482	\$ -	\$ 6,147	\$ -
Donations and Miscellaneous	33,107	-	40,149	-
Fund Balance	129,452	124,471	138,706	147,978
<b>Total Available for Appropriation</b>	<b>\$ 169,041</b>	<b>\$ 124,471</b>	<b>\$ 185,002</b>	<b>\$ 147,978</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Special Museum Fund – Museum – Line Item Detail

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 26,374	\$ 33,000	\$ 25,568	\$ 19,000	\$ 19,000	\$ 19,000
51130 FICA	2,018	3,000	1,956	2,000	2,000	2,000
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 28,392</b>	<b>\$ 36,000</b>	<b>\$ 27,524</b>	<b>\$ 21,000</b>	<b>\$ 21,000</b>	<b>\$ 21,000</b>
<b>CONTRACTUAL SERVICES</b>						
52410 PROFESSIONAL SERVICES	\$ -	\$ 1,000	\$ -	\$ 1,100	\$ 1,100	\$ 1,100
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ 1,100</b>	<b>\$ 1,100</b>	<b>\$ 1,100</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53310 GENERAL SUPPLIES	\$ 1,944	\$ 14,500	\$ 9,500	\$ 3,000	\$ 3,000	\$ 3,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,944</b>	<b>\$ 14,500</b>	<b>\$ 9,500</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>
<b>TOTAL BUDGET</b>	<b>\$ 30,336</b>	<b>\$ 51,500</b>	<b>\$ 37,024</b>	<b>\$ 25,100</b>	<b>\$ 25,100</b>	<b>\$ 25,100</b>

***CITY OF BARTLESVILLE***  
2024-25 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>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 BUDGETED NUMBER OF EMPLOYEES</i></b>
Library Assistant	1.23	1.23	1.23	0.79
<b>TOTAL</b>	<b>1.23</b>	<b>1.23</b>	<b>1.23</b>	<b>0.79</b>

***CITY OF BARTLESVILLE***  
 2024-25 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 and operated by the City. The airport is available to the public and has large hangars and t-hangars available for rent.

2024 Accomplishments:

- Worked with Airport Consultant to complete the Hangar Development Plan
- Worked with Airport Consultant to complete design of the Taxilane Extensions project
- Started construction on the Taxilane Extension project

2025 Objectives:

- Complete Taxilane Extension project
- Complete design of the Hangar Construction project and begin construction
- Continue to update the 5-year Capital Plan and DBE goals

Budget Highlights: The major budgeted expenditures in this fund are capital outlay for the improvement of the runways and taxiways.

**FUND 240 MUNICIPAL AIRPORT  
DEPT 147 AIRPORT**

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$639,119</b>	<b>\$150,000</b>	<b>\$149,693</b>	<b>\$7,598</b>	<b>\$7,598</b>



***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Municipal Airport Fund – Expenditure and Revenue Summary

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Airport	\$ 639,119	\$ 150,000	\$ 149,693	\$ 7,598
<b>Total Expenditures</b>	<b>\$ 639,119</b>	<b>\$ 150,000</b>	<b>\$ 149,693</b>	<b>\$ 7,598</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Intergovernmental	\$ 450,830	\$ -	\$ 75,583	\$ -
Interest and Investment Income	10,129	-	3,580	-
Fund Balance	256,288	28,508	78,128	7,598
<b>Total Available for Appropriation</b>	<b>\$ 717,247</b>	<b>\$ 28,508</b>	<b>\$ 157,291</b>	<b>\$ 7,598</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Municipal Airport Fund – Airport – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
52410 PROFESSIONAL SERVICES	\$ 136,060	\$ -	\$ 46,693	\$ -	\$ -	\$ -
52510 OTHER SERVICES	138	-	-	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 136,198</b>	<b>\$ -</b>	<b>\$ 46,693</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>						
55930 OTHER IMPROVEMENTS	\$ 502,921	\$ 150,000	\$ 103,000	\$ 7,598	\$ 7,598	\$ 7,598
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 502,921</b>	<b>\$ 150,000</b>	<b>\$ 103,000</b>	<b>\$ 7,598</b>	<b>\$ 7,598</b>	<b>\$ 7,598</b>
<b>TOTAL BUDGET</b>	<b>\$ 639,119</b>	<b>\$ 150,000</b>	<b>\$ 149,693</b>	<b>\$ 7,598</b>	<b>\$ 7,598</b>	<b>\$ 7,598</b>

***CITY OF BARTLESVILLE***  
**2024-25 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.

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**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

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**2024 Accomplishments:**

- Installed two new Hush rooms
- Started staff kitchen update

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**2025 Objectives:**

- Complete renovation of Reference Area
- Update aging motorized window shades

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**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**

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$169,237</b>	<b>\$382,568</b>	<b>\$77,876</b>	<b>\$375,860</b>	<b>\$375,860</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Harshfield Library Donation Fund – Expenditure and Revenue Summary

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Library	\$ 169,237	\$ 109,000	\$ 77,876	\$ 109,000
Unallocated	<u>-</u>	<u>273,568</u>	<u>-</u>	<u>266,860</u>
<b>Total Expenditures</b>	<b><u>\$ 169,237</u></b>	<b><u>\$ 382,568</u></b>	<b><u>\$ 77,876</u></b>	<b><u>\$ 375,860</u></b>
<b><i>Revenues</i></b>				
<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Donations and Miscellaneous	<u>\$ 20,477</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Fund Balance	<u>602,497</u>	<u>382,568</u>	<u>453,736</u>	<u>375,860</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 622,974</u></b>	<b><u>\$ 382,568</u></b>	<b><u>\$ 453,736</u></b>	<b><u>\$ 375,860</u></b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Harshfield Library Donation Fund – Library – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
52510 OTHER SERVICES	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 2,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53310 GENERAL SUPPLIES	\$ 21,848	\$ 42,000	\$ 10,876	\$ 29,000	\$ 29,000	\$ 29,000
53610 MAINT. & REPAIR MATERIALS	410	67,000	67,000	80,000	80,000	80,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 22,258</b>	<b>\$ 109,000</b>	<b>\$ 77,876</b>	<b>\$ 109,000</b>	<b>\$ 109,000</b>	<b>\$ 109,000</b>
<b>CAPITAL OUTLAY</b>						
55920 BUILDINGS & STRUCTURES	\$ 144,979	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 144,979</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 169,237</b>	<b>\$ 109,000</b>	<b>\$ 77,876</b>	<b>\$ 109,000</b>	<b>\$ 109,000</b>	<b>\$ 109,000</b>

***CITY OF BARTLESVILLE***  
**2024-25 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.

**2024 Accomplishments:** • Purchased additional equipment deemed necessary for Operations Division, Criminal Investigations Division, and Training Division & Administration at the Police Department

**2025 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>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$49,009</b>	<b>\$345,441</b>	<b>\$112,869</b>	<b>\$306,262</b>	<b>\$306,262</b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Restricted Revenue Fund – Expenditure and Revenue Summary**

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
General Services	\$ 5,125	\$ 59,373	\$ 6,627	\$ 87,276
Cemetery	-	27,532	-	27,892
Community Development	-	3,168	-	3,168
Fire	-	59,116	58,482	1,284
Police	38,035	88,252	46,969	77,655
Street	-	2,676	-	2,676
Park and Recreation	5,849	92,993	791	93,980
Swimming Pools	-	12,331	-	12,331
<b>Total Expenditures</b>	<b><u>\$ 49,009</u></b>	<b><u>\$ 345,441</u></b>	<b><u>\$ 112,869</u></b>	<b><u>\$ 306,262</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Donations and Miscellaneous	<u>\$ 86,198</u>	<u>\$ 55,000</u>	<u>\$ 131,945</u>	<u>\$ -</u>
Fund Balance	<u>249,068</u>	<u>295,441</u>	<u>287,186</u>	<u>306,262</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 335,266</u></b>	<b><u>\$ 350,441</u></b>	<b><u>\$ 419,131</u></b>	<b><u>\$ 306,262</u></b>

**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
Restricted Revenue Fund – Expense Outlay Detail

*Expense Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>22/23 ACTUAL</b>	<b>23/24 BUDGET</b>	<b>23/24 ESTIMATE</b>	<b>24/25 BUDGET</b>
170	04037	Homeland Security	-	217	-	217
170	13112	Freedom Flag	1,120	627	-	627
170	99055	Bike racks	-	598	-	598
170	22006	Brush up Bartlesville	-	75	-	75
170	15045	Copier Lease Buyout	-	14,097	6,627	42,000
170	16023	Sale of Parr Property	-	33,946	-	33,946
170	22004	Time Capsule	-	5,000	-	5,000
170	N/A	Community Center audio/Lights	-	4,813	-	4,813
170	N/A	Hope Grant	4,005	-	-	-
		<b>Total General Services</b>	<b>5,125</b>	<b>59,373</b>	<b>6,627</b>	<b>87,276</b>
174	04012	Luminary Beautification	-	26,232	-	26,592
174	99051	Bell Tower Maintenance	-	1,300	-	1,300
		<b>Total Cemetery</b>	<b>-</b>	<b>27,532</b>	<b>-</b>	<b>27,892</b>
180	10034	Bicycle Rodeo	-	376	-	376
180	18051	Demolition Of 109 SW Cheyenne	-	2,792	-	2,792
		<b>Total Community Development</b>	<b>-</b>	<b>3,168</b>	<b>-</b>	<b>3,168</b>
250	99005	Albright Fire Trust	-	154	-	154
250	99042	General Fire Donations	-	1,780	650	1,130
250	13064	Communication Equipment	-	57,182	57,832	-
		<b>Total Fire</b>	<b>-</b>	<b>59,116</b>	<b>58,482</b>	<b>1,284</b>
270	99006	General Police Donations	25,560	18,070	13,381	31,253
270	10046	SOT-Special Operations Team	1,248	671	383	1,073
270	99028	Federal Drug Task Force Reimbursements	8,372	33,692	22,698	17,599
270	99030	Police Reserve	-	5,524	2,508	4,434
270	99031	Police Explorer	-	564	499	65
270	99036	K9 police dog	1,955	8,778	7,500	1,278
270	99056	BPD Christmas Food Baskets	900	-	-	-
270	16022	Safe Oklahoma Grant	-	19,797	-	19,797



**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
Restricted Revenue Fund – Expense Outlay Detail  
(continued)

*Expense Schedule*  
(continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	22/23 ACTUAL	23/24 BUDGET	23/24 ESTIMATE	24/25 BUDGET
270	16028	Joe Glenn Memorial	-	62	-	62
270	17062	PD Honor Guard	-	1,094	-	1,094
270	23016	Mental Heslth	-	-	-	1,000
		<b>Total Police</b>	<b>38,035</b>	<b>88,252</b>	<b>46,969</b>	<b>77,655</b>
328	21003	St. Johns School Zone	-	2,676	-	2,676
		<b>Total Street</b>	<b>-</b>	<b>2,676</b>	<b>-</b>	<b>2,676</b>
431	00016	Centennial Plaza	-	38,037	-	38,037
431	10023	Bruce Goff Tower	-	31,858	-	31,858
431	10024	Dog Park Donations	-	458	-	458
431	12020	Sale of Park Property	-	8,599	-	8,599
431	99033	Sante Fe Engine Preservation	-	627	-	627
431	99037	Arutunoff Softball Fields	-	2,325	-	2,325
431	99038	Flag Football Fields	-	6,064	-	6,064
431	99047	Sooner Jr	-	2,492	-	2,492
431	23011	Friends of the Parks	1,754	1,365	791	1,365
431	16024	Monarch Butterfly Garden	-	35	-	35
431	16025	Safe Routes To School Grant	-	60	-	60
431	16030	Freewheel	-	271	-	271
431	23011	Ex Friends of the Park	4,095	-	-	574
431	22002	P66 Landscaping Grant	-	-	-	413
431	19032	Civitan Park Pavillion	-	802	-	802
		<b>Total Parks and Recreation</b>	<b>5,849</b>	<b>92,993</b>	<b>791</b>	<b>93,980</b>
432	08029	Frontier Park Project	-	12,331	-	12,331
<b>TOTAL</b>			<b>\$ 49,009</b>	<b>\$ 345,441</b>	<b>\$ 112,869</b>	<b>\$ 306,262</b>

***CITY OF BARTLESVILLE***  
**2024-25 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.

**2024 Accomplishments:**

- Raised \$40,000 for greens renovations
- Improved irrigation heads to conserve water

**2025 Objectives:**

- Raise \$30,000 for Course improvements

**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>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$31,116</b>	<b>\$65,940</b>	<b>\$52,812</b>	<b>\$21,528</b>	<b>\$21,528</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Golf Course Memorial Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Municipal Golf Course	\$ 31,116	\$ 65,940	\$ 52,812	\$ 21,528
<b>Total Expenditures</b>	<b>\$ 31,116</b>	<b>\$ 65,940</b>	<b>\$ 52,812</b>	<b>\$ 21,528</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Interest and Investment Income	\$ 578	\$ -	\$ 1,978	\$ -
Donations and Miscellaneous	44,980	25,000	26,100	-
Fund Balance	31,820	9,040	46,262	21,528
<b>Total Available for Appropriation</b>	<b>\$ 77,378</b>	<b>\$ 34,040</b>	<b>\$ 74,340</b>	<b>\$ 21,528</b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Golf Course Memorial Fund – Golf Course – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
52510 OTHER SERVICES	\$ 603	\$ -	\$ 5,200	\$ -	\$ -	\$ -
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 603</b>	<b>\$ -</b>	<b>\$ 5,200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53310 GENERAL SUPPLIES	\$ 16,328	\$ -	\$ 375	\$ -	\$ -	\$ -
53410 TOOLS & EQUIPMENT	2,219	-	3,417	-	-	-
53610 MAINT. & REPAIR MATERIALS	11,966	-	23,005	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 30,513</b>	<b>\$ -</b>	<b>\$ 26,797</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>						
55930 OTHER IMPROVEMENTS	\$ -	\$ 31,900	\$ -	\$ -	\$ -	\$ -
55960 VEHICLES & EQUIPMENT	-	34,040	20,815	21,528	21,528	21,528
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ 65,940</b>	<b>\$ 20,815</b>	<b>\$ 21,528</b>	<b>\$ 21,528</b>	<b>\$ 21,528</b>
<b>TOTAL BUDGET</b>	<b>\$ 31,116</b>	<b>\$ 65,940</b>	<b>\$ 52,812</b>	<b>\$ 21,528</b>	<b>\$ 21,528</b>	<b>\$ 21,528</b>

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget CDBG-COVID Fund – Summary**

Fund Mission: These funds are intended to pay costs not covered by other forms of assistance and specifically benefit persons of low and moderate income for cost incurred related to the coronavirus.

Fund Description: The CDBG-COVID Fund was established to account for revenues and expenditures related to the receipt of a federal grant of the same name.

2024 Accomplishments: • N/A

2025 Objectives: • N/A

Budget Highlights: The major expenditures in this fund are rent and utility expenses for persons of low and moderate income that were impacted by the coronavirus.

### **FUND 245 CDBG-COVID DEPT 170 CDBG-COVID**

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$16,328</b>	<b>\$0</b>	<b>\$0</b>	<b>\$485,000</b>	<b>\$485,000</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
CDBG-COVID Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
CDBG-COVID	\$ 16,328	\$ -	\$ -	\$ 485,000
<b>Total Expenditures</b>	<b>\$ 16,328</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 485,000</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Intergovernmental	\$ 70,086	\$ -	\$ -	\$ 485,000
Fund Balance	-	-	-	-
<b>Total Available for Appropriation</b>	<b>\$ 70,086</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 485,000</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
CDBG-COVID Fund – General Services – Line Item Detail

<b>CONTRACTUAL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
52510 OTHER SERVICES	\$ 16,328	\$ -	\$ -	\$ 485,000	\$ 485,000	\$ 485,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<u>\$ 16,328</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 485,000</u>	<u>\$ 485,000</u>	<u>\$ 485,000</u>
<b>TOTAL BUDGET</b>	<u>\$ 16,328</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 485,000</u>	<u>\$ 485,000</u>	<u>\$ 485,000</u>

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget**

### **ARPA Fund – Summary**

**Fund Mission:** These funds are to be used under the guidelines of the American Rescue Plan Act.

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**Fund Description:** The American Rescue Plan Act (ARPA) Fund was established to account for revenues and expenditures related to the receipt of federal funding under the same name.

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**2024 Accomplishments:** • N/A

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**2025 Objectives:** • N/A

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**Budget Highlights:** The only expenditure in this fund is a transfer to the General fund, to be spent at City Council discretion.

#### **FUND 246 ARPA FUND DEPT 900 TRANSFERS**

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$3,609,713</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$500,000</b>	<b>\$500,000</b>



***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
ARPA Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Transfer to General	<u>\$ 3,609,713</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	<u>\$ 500,000</u>
<b>Total Expenditures</b>	<b><u>\$ 3,609,713</u></b>	<b><u>\$ 1,000,000</u></b>	<b><u>\$ 1,000,000</u></b>	<b><u>\$ 500,000</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Intergovernmental	<u>\$ 3,186,294</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Fund Balance	<u>3,156,371</u>	<u>1,762,952</u>	<u>2,732,952</u>	<u>1,732,952</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 6,342,665</u></b>	<b><u>\$ 1,762,952</u></b>	<b><u>\$ 2,732,952</u></b>	<b><u>\$ 1,732,952</u></b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**ARPA Fund – Transfers – Line Item Detail**

<b>TRANSFERS OUT</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
59101 TRANSFER TO GENERAL FUND	\$ 3,609,713	\$ 1,000,000	\$ 1,000,000	\$ 500,000	\$ 500,000	\$ 500,000
<b>TOTAL TRANSFERS</b>	<u>\$ 3,609,713</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>
<b>TOTAL BUDGET</b>	<u>\$ 3,609,713</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget**

### **JAG Fund – Summary**

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

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

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2024 Accomplishments: • N/A

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2025 Objectives: • N/A

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

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

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$0</b>	<b>\$7,619</b>	<b>\$0</b>	<b>\$14,804</b>	<b>\$14,804</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
JAG Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Police	\$ -	\$ 7,619	\$ -	\$ 14,804
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 7,619</b>	<b>\$ -</b>	<b>\$ 14,804</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Intergovernmental	\$ -	\$ -	\$ 7,185	\$ -
Fund Balance	7,619	7,619	7,619	14,804
<b>Total Available for Appropriation</b>	<b>\$ 7,619</b>	<b>\$ 7,619</b>	<b>\$ 14,804</b>	<b>\$ 14,804</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
JAG Fund – Police – Line Item Detail

<b><i>MATERIALS &amp; SUPPLIES</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 REQUEST</i></b>	<b><i>CITY MGR REC</i></b>	<b><i>2024-25 APPROVED</i></b>
53310 GENERAL SUPPLIES	\$ -	\$ 7,619	\$ -	\$ 14,804	\$ 14,804	\$ 14,804
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<u>\$ -</u>	<u>\$ 7,619</u>	<u>\$ -</u>	<u>\$ 14,804</u>	<u>\$ 14,804</u>	<u>\$ 14,804</u>
<b><i>TOTAL BUDGET</i></b>	<u>\$ -</u>	<u>\$ 7,619</u>	<u>\$ -</u>	<u>\$ 14,804</u>	<u>\$ 14,804</u>	<u>\$ 14,804</u>

***CITY OF BARTLESVILLE***  
2024-25 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.

2024 Accomplishments: • N/A

2025 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>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$0</b>	<b>\$29,599</b>	<b>\$0</b>	<b>\$62,723</b>	<b>\$62,723</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Neighborhood Park Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Park and Recreation	\$ -	\$ 29,599	\$ -	\$ 62,723
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 29,599</b>	<b>\$ -</b>	<b>\$ 62,723</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Interest and Investment Income	\$ 1,535	\$ -	\$ 2,575	\$ -
Donations and Miscellaneous	30,965	-	-	-
Fund Balance	27,648	29,599	60,148	62,723
<b>Total Available for Appropriation</b>	<b>\$ 60,148</b>	<b>\$ 29,599</b>	<b>\$ 62,723</b>	<b>\$ 62,723</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Neighborhood Park Fund – Park & Recreation – Line Item Detail

<b>CAPITAL OUTLAY</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
55930 OTHER IMPROVEMENTS	\$ -	\$ 29,599	\$ -	\$ 62,723	\$ 62,723	\$ 62,723
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ 29,599</b>	<b>\$ -</b>	<b>\$ 62,723</b>	<b>\$ 62,723</b>	<b>\$ 62,723</b>
<b>TOTAL BUDGET</b>	<b>\$ -</b>	<b>\$ 29,599</b>	<b>\$ -</b>	<b>\$ 62,723</b>	<b>\$ 62,723</b>	<b>\$ 62,723</b>



***CITY OF BARTLESVILLE***  
**2024-25 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.

**2024 Accomplishments:** • No projects were scheduled for this budget year

**2025 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>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$1,334</b>	<b>\$12,303</b>	<b>\$343</b>	<b>\$15,009</b>	<b>\$15,009</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Cemetery Perpetual Care Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Cemetery	\$ 1,334	\$ 12,303	\$ 343	\$ 15,009
<b>Total Expenditures</b>	<b>\$ 1,334</b>	<b>\$ 12,303</b>	<b>\$ 343</b>	<b>\$ 15,009</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Charges for Services	\$ 2,759	\$ 2,600	\$ 2,486	\$ 2,400
Interest and Investment Income	396	-	433	-
Fund Balance	8,212	9,703	10,033	12,609
<b>Total Available for Appropriation</b>	<b>\$ 11,367</b>	<b>\$ 12,303</b>	<b>\$ 12,952</b>	<b>\$ 15,009</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Cemetery Perpetual Care Fund – Cemetery – Line Item Detail

<b>MATERIALS &amp; SUPPLIES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
53310 GENERAL SUPPLIES	\$ 1,334	\$ 12,303	\$ 343	\$ 15,009	\$ 15,009	\$ 15,009
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,334</b>	<b>\$ 12,303</b>	<b>\$ 343</b>	<b>\$ 15,009</b>	<b>\$ 15,009</b>	<b>\$ 15,009</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,334</b>	<b>\$ 12,303</b>	<b>\$ 343</b>	<b>\$ 15,009</b>	<b>\$ 15,009</b>	<b>\$ 15,009</b>

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# DEBT SERVICE FUND

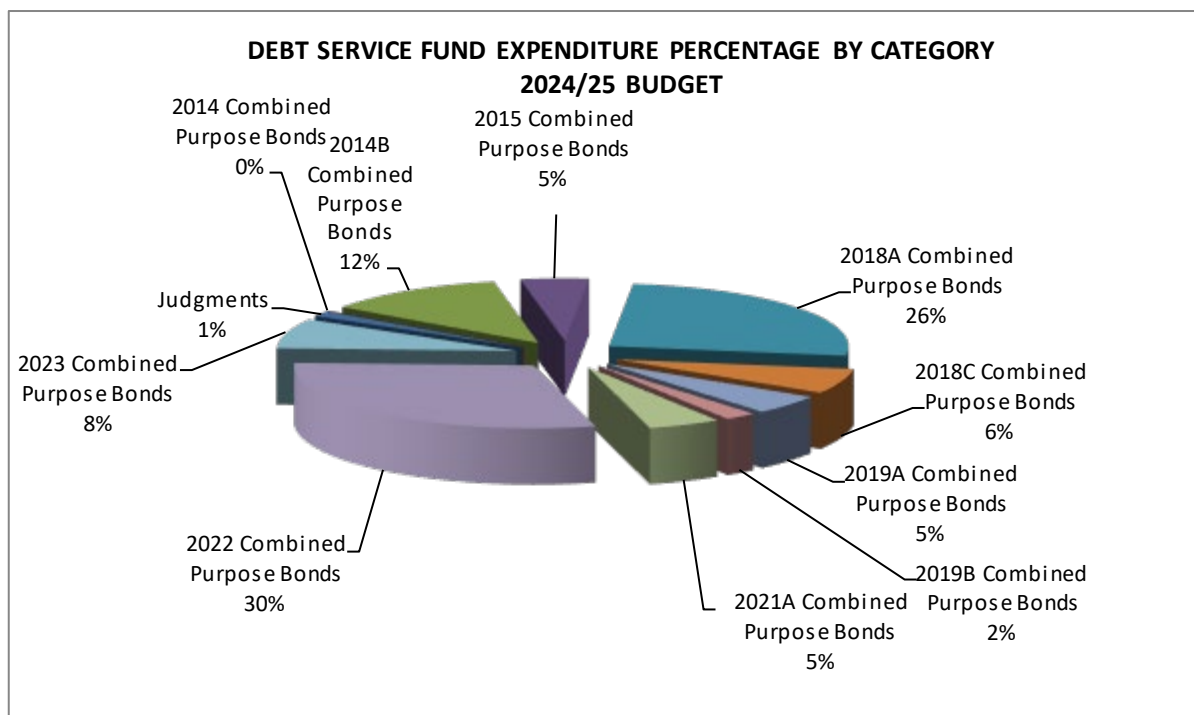
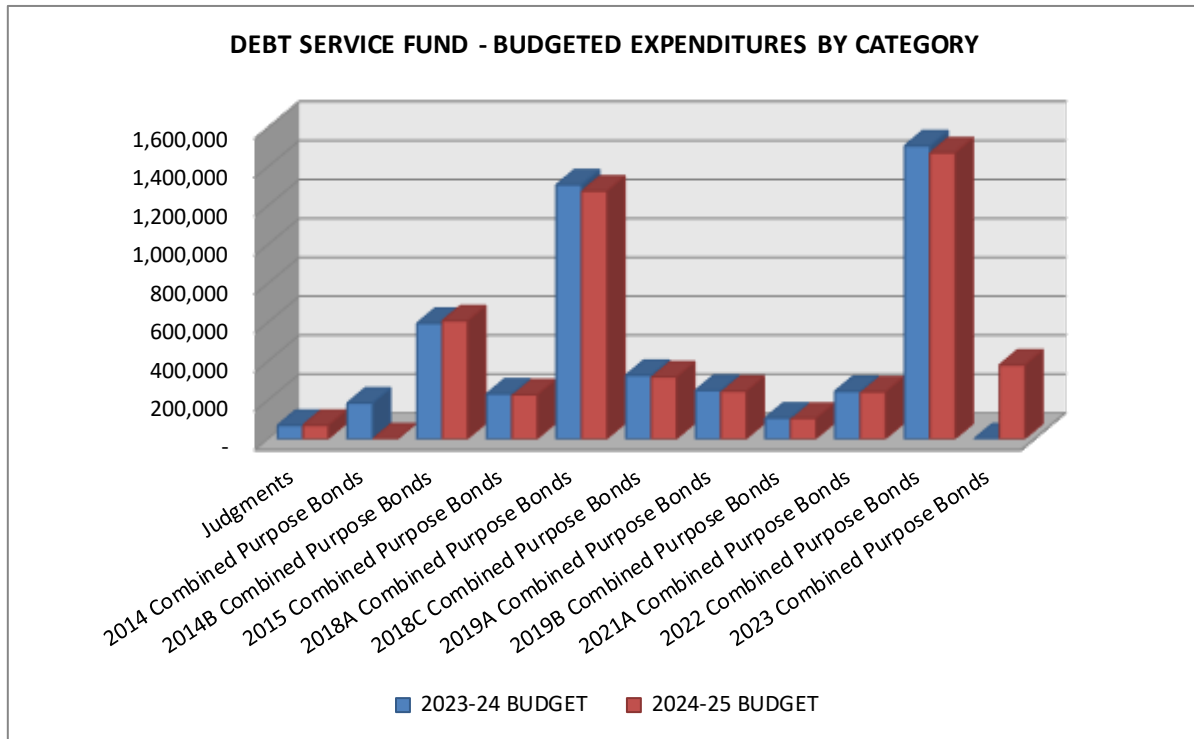


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# **CITY OF BARTLESVILLE**

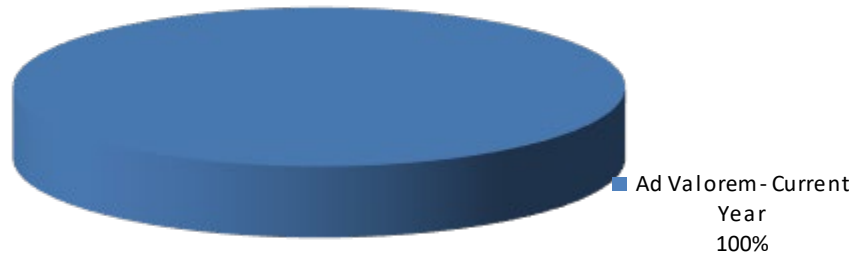
## 2024-25 Operating Budget

### Debt Service Fund – Expenditure Graphs

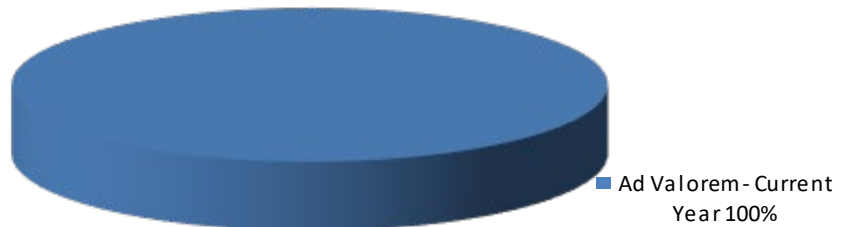


***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Debt Service Fund – Revenue Graphs

**DEBT SERVICE FUND BUDGETED REVENUES  
2023/24 BUDGET**



**DEBT SERVICE FUND BUDGETED REVENUES  
2024/25 BUDGET**





# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget Debt Service Fund – Summary**

Fund Mission: N/A

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

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2024 Accomplishments: N/A

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2025 Objectives: N/A

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

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Debt Service Fund – Summary by Function or Source**

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Judgments	\$ 36,838	\$ 70,000	\$ 70,000	\$ 70,000
2012 Combined Purpose Bonds	339,585	-	-	-
2014 Combined Purpose Bonds	175,770	184,370	184,370	-
2014B Combined Purpose Bonds	615,356	593,994	593,994	606,800
2015 Combined Purpose Bonds	237,490	230,980	230,980	227,020
2018A Combined Purpose Bonds	1,368,300	1,305,800	1,305,800	1,274,450
2018C Combined Purpose Bonds	343,675	327,375	327,375	319,125
2019A Combined Purpose Bonds	257,275	249,500	249,500	245,100
2019B Combined Purpose Bonds	110,175	107,500	107,500	105,500
2021A Combined Purpose Bonds	16,100	244,300	244,300	242,000
2022 Combined Purpose Bonds	160,375	1,506,250	1,506,250	1,470,700
2023 Combined Purpose Bonds	-	-	-	380,075
<b>Total Expenditures</b>	<b><u>\$ 3,660,939</u></b>	<b><u>\$ 4,820,069</u></b>	<b><u>\$ 4,820,069</u></b>	<b><u>\$ 4,940,770</u></b>

***Revenues***

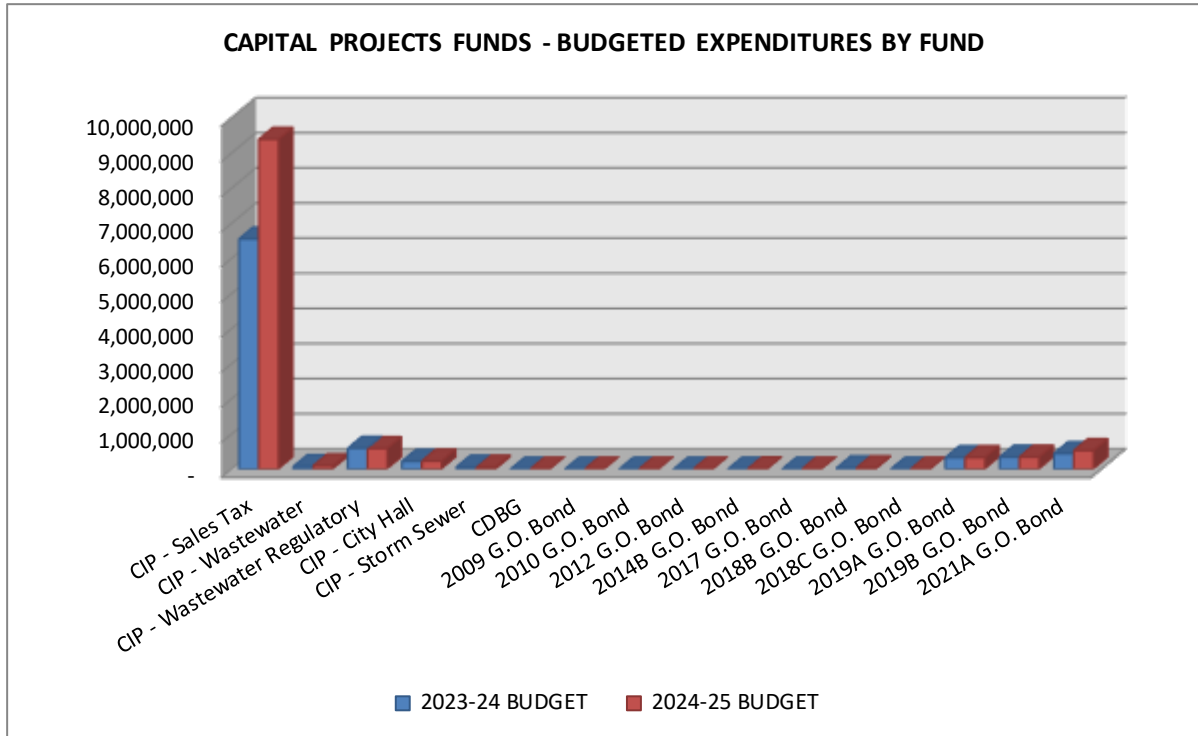
<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Ad Valorem - Current Year	\$ 4,319,963	\$ 4,156,550	\$ 4,724,769	\$ 4,940,770
Proceeds from Issuance of Debt	-	-	-	-
Fund Balance	3,428,769	4,065,871	3,734,419	3,639,119
<b>Total Available for Appropriation</b>	<b><u>\$ 7,748,732</u></b>	<b><u>\$ 8,222,421</u></b>	<b><u>\$ 8,459,188</u></b>	<b><u>\$ 8,579,889</u></b>

# CAPITAL PROJECTS FUNDS



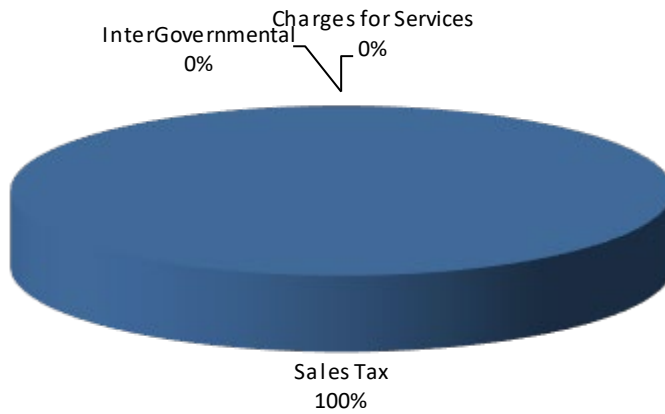
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***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Capital Projects Funds – Expenditure Graph**

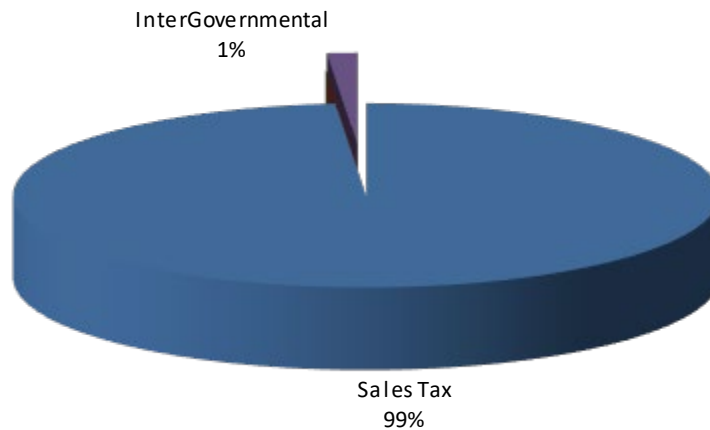


***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Capital Projects Funds – Revenue Graphs

**CAPITAL PROJECTS FUNDS BUDGETED REVENUES  
2023/24 BUDGET**



**CAPITAL PROJECTS FUNDS BUDGETED REVENUES  
2024/25 BUDGET**



**CITY OF BARTLESVILLE**  
**2024-25 Operating Budget**  
**Capital Projects Funds – Summary by Fund or Source**

**Expenditures and Reserves**

<b>EXPENDITURES BY FUND</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
CIP - Sales Tax	\$ 3,323,437	\$ 6,550,879	\$ 1,788,782	\$ 9,388,897
CIP - Wastewater	20,276	71,269	74,999	87,205
CIP - Wastewater Regulatory	255,242	589,945	24,431	584,032
CIP - City Hall	1,780	221,971	-	227,358
CIP - Storm Sewer	-	55,577	7,447	55,093
CDBG	227,068	-	7,700	-
2012 G.O. Bond	22,372	-	-	-
2014B G.O. Bond	-	-	-	3,885
2018B G.O. Bond	-	31,386	-	31,386
2018C G.O. Bond	64,609	-	-	-
2019A G.O. Bond	-	326,564	-	327,431
2019B G.O. Bond	-	341,460	44,400	341,460
2021A G.O. Bond	582,556	443,000	-	526,494
2022 G.O. Bond	2,604,942	4,880,397	3,541,100	3,223,984
<b>Total Expenditures and Reserves</b>	<b>\$ 7,102,282</b>	<b>\$ 13,512,448</b>	<b>\$ 5,488,859</b>	<b>\$ 14,797,225</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
Sales Tax	\$ 3,418,877	\$ 3,330,030	\$ 3,422,881	\$ 3,371,537
Intergovernmental	9,246	-	219,087	-
Charges for Services	58,168	-	29,593	-
Interest and Investment Income	244,055	-	251,743	47,880
Donations and Miscellaneous	199,750	-	432,918	-
Fund Balance	15,372,644	9,308,791	12,748,721	11,377,808
<b>Total Available for Appropriation</b>	<b>\$ 19,302,740</b>	<b>\$ 12,638,821</b>	<b>\$ 17,104,943</b>	<b>\$ 14,797,225</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Capital Projects Funds – Capital Outlay Summary

***Capital***

<b><i>EXPENDITURES BY FUND &amp; DEPARTMENT</i></b>	<b><i>2024-25 BUDGETED CAPITAL EXPENDITURES</i></b>
CIP - Sales Tax Fund:	
Building and Neighborhood Services	\$ 100,000
General Services	498,638
Tech Services	259,500
Engineering	100,000
Police	682,360
Storm Sewer	249,500
Street	4,385,000
Park and Recreation	2,311,906
Municipal Golf Course	5,000
<i>Total CIP - Sales Tax</i>	<b>8,591,904</b>
CIP - Wastewater Fund:	
Wastewater Maintenance	<b>43,000</b>
CIP - Wastewater Regulatory Fund:	
Wastewater Treatment Plant	<b>430,000</b>
CIP - City Hall:	
General Services	<b>120,000</b>
CIP - Storm Sewer Fund:	
Storm Sewer	<b>48,130</b>
2018B GO Bond Fund:	
Storm Sewer	<b>31,386</b>
2019A GO Bond Fund:	
Park and Recreation	<b>326,564</b>
2019B GO Bond Fund:	
Storm Sewer	<b>300,000</b>
2021A GO Bond Fund:	
Park	<b>510,000</b>
2022 GO Bond Fund:	
Street	2,360,000
Park	810,750
<i>Total 2022 GO Bond</i>	<b>3,170,750</b>
2023 GO Bond Fund:	
General Services	300,000
Information Technology	388,000
Fire	246,900
Street	4,175,745
Park	501,500
Golf	700,000
<i>Total 2023 GO Bond</i>	<b>6,312,145</b>
<b>Total Expenditures</b>	<b>\$ 19,883,879</b>



# ***CITY OF BARTLESVILLE***

## **2024-25 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.

2024 Accomplishments:

- Updated pavement condition model and selected preventative maintenance street projects
- Completed design and advertised bids for the City Hall Security and Energy Efficient Upgrades project
- Completed design of the Oak Park Basketball Courts
- Replace the cooling tower and repaired the roof at City Hall

2025 Objectives:

- Complete the City Hall Security and Energy Efficient Upgrades project
- Design and completed the construction on the Downtown Landscaping project
- Advertise, bid, and begin construction on the Sunset Pedestrian Bridge project

Budget Highlights: The major expenditures in this fund are capital improvements.  
**FUND 449 CIP - SALES TAX  
ALL DEPARTMENTS**

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$3,323,437</b>	<b>\$6,550,879</b>	<b>\$1,788,782</b>	<b>\$9,388,897</b>	<b>\$9,388,897</b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**CIP Sales Tax Fund – Expenditure and Revenue Summary**

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Building and Neighborhood Services	\$ 3,000	\$ -	\$ 52,839	\$ 100,000
General Services	352,463	448,512	410,674	498,638
Tech Services	144,980	95,000	120,761	259,500
Engineering	7,378	60,000	-	100,000
Fire	184,337	-	82,389	-
Police	777,101	44,860	156,495	682,360
Storm Sewer	-	75,000	500	249,500
Street	498,742	2,835,000	54,833	4,385,000
Park and Recreation	1,309,462	1,601,906	585,326	2,311,906
Municipal Golf Course	45,974	20,500	324,965	5,000
Unallocated	-	1,370,101	-	796,993
Total Expenditures	<b><u>\$ 3,323,437</u></b>	<b><u>\$ 6,550,879</u></b>	<b><u>\$ 1,788,782</u></b>	<b><u>\$ 9,388,897</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Sales Tax	\$ 3,418,877	\$ 3,330,030	\$ 3,422,881	\$ 3,371,537
Interest and Investment Income	152,183	-	159,830	-
Donations and Miscellaneous	199,750	-	432,918	-
Fund Balance	2,970,840	2,401,176	3,790,513 <sup>▼</sup>	6,017,360
Total Available for Appropriation	<b><u>\$ 6,741,650</u></b>	<b><u>\$ 5,731,206</u></b>	<b><u>\$ 7,806,142</u></b>	<b><u>\$ 9,388,897</u></b>

**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
CIP Sales Tax Fund Capital Outlay Detail

**Capital Outlay Schedule**

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
155	N/A	1-Ton Truck	\$ -	\$ -	\$ 52,839	\$ -
155	N/A	Brush Mower	3,000	-	-	-
155	New	Land for Abatement Building	-	-	-	100,000
		<b>Total Building &amp; Neighborhood Svcs</b>	<b>3,000</b>	<b>-</b>	<b>52,839</b>	<b>100,000</b>
170	17002	Misc. Facility & Building Upgrades	12,288	25,000	21,628	25,000
170	23014	Community Center Speaker Replacement	124,538	-	15,333	-
170	N/A	Communitiy Center Secuirty Sys Repl.	-	78,000	-	78,000
170	N/A	Downtown Lighting	2,025	-	617	-
170	N/A	Storm Sirens	4,460	-	4,810	-
170	N/A	General Fund Vehicle Replacement	192,246	285,000	241,786	315,138
170	N/A	City Hall Cooling Tower Replacement	6,918	-	126,500	10,000
170	N/A	City Hall Roof Repair	9,988	60,512	-	70,500
		<b>Total General Services</b>	<b>352,463</b>	<b>448,512</b>	<b>410,674</b>	<b>498,638</b>
185	N/A	Annual IT Equipment Replacement	56,291	65,000	68,180	57,000
185	N/A	Vehicle Replacement	21,910	-	-	-
185	N/A	Virtual Desktop Server Refresh (7)	6,240	-	-	-
185	N/A	Secondary Site Server Relocate/Refresh	8,275	-	-	-
185	N/A	Operations Server Room Upgrade	33,305	-	-	-
185	N/A	Exchange Server Lic & User Lic Upgrade	18,959	-	-	-
185	N/A	City Hall Server Room A/C Upgrade	-	-	22,581	-
185	N/A	Library Server Replacement (2)	-	30,000	30,000	-
185	New	City-Wide Microsoft Office Upgrades	-	-	-	82,500
185	New	Sharepoint Server	-	-	-	60,000
185	New	Upgrade City Servers (8)	-	-	-	45,000
185	New	Wireless Upgrade (13)	-	-	-	15,000
		<b>Total Information Technology</b>	<b>144,980</b>	<b>95,000</b>	<b>120,761</b>	<b>259,500</b>
190	17005	Update City Wide Aerials	7,378	60,000	-	100,000
190		Service & Survey Truck	-	-	-	-
		<b>Total Engineering</b>	<b>7,378</b>	<b>60,000</b>	<b>-</b>	<b>100,000</b>
250	N/A	Radio Tower Maint	-	-	29,200	-
250	N/A	Additional Funds to 100' Tower Truck	112,863	-	-	-
250	N/A	Tools/Equipment for New 100' Tower Truck	71,474	-	53,189	-
		<b>Total Fire</b>	<b>184,337</b>	<b>-</b>	<b>82,389</b>	<b>-</b>

**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
CIP Sales Tax Fund Capital Outlay Detail

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

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
270	19031	Body Worn Cameras	20,000	20,000	16,976	20,000
270	N/A	Police Department Vehicles	620,570	-	40,991	430,000
270	N/A	Police Vehicle Equip/Labor	93,616	-	73,816	207,500
270	N/A	Taser Lease Purchase	17,060	20,060	19,863	20,060
270	N/A	24 Hour Dispatch Chairs	4,757	4,800	4,849	4,800
270	N/A	Incode Software (Replaces Sleuth)	21,098	-	-	-
		<b>Total Police</b>	<b>777,101</b>	<b>44,860</b>	<b>156,495</b>	<b>682,360</b>
327	18003	East Downtown Storm Drain Impv	-	-	-	-
327	N/A	Drainage Materials	-	75,000	500	99,500
327	New	Turkey Creek Clearing	-	-	-	50,000
327	New	Jefferson Rd Drainage	-	-	-	100,000
		<b>Total Storm Sewer</b>	<b>-</b>	<b>75,000</b>	<b>500</b>	<b>249,500</b>
328	20005	Hillcrest Drive (Testing)	1,602	-	-	-
328	20005	Hillcrest Drive Const	207,866	-	-	-
328	N/A	Update Pavement Condition Model	8,263	-	4,382	-
328	N/A	Preventative Maintenance Street Projects	-	587,000	-	587,000
328	N/A	Dump Trucks w/ Snow Equipment (2)	281,011	-	-	-
328	N/A	Preventative Maintenance Street Projects	-	1,238,000	-	1,238,000
328	N/A	Skid Steer	-	60,000	-	60,000
328	N/A	New Ford F350	-	-	50,451	-
328	N/A	Preventative Maintenance Street Projects	-	950,000	-	950,000
328	New	Preventative Maintenance Street Projects	-	-	-	1,000,000
328	New	Sunset Bridge Supplement	-	-	-	525,000
328	New	Cold Planner (Skid Steer miling equip)	-	-	-	25,000
		<b>Total Street</b>	<b>498,742</b>	<b>2,835,000</b>	<b>54,833</b>	<b>4,385,000</b>

**CITY OF BARTLESVILLE**  
**2024-25 Operating Budget**  
**CIP Sales Tax Fund Capital Outlay Detail**

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

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
431	17018	Pathfinder Improvements	18,337	150,000	-	150,000
431	19022	Tower Green	14,964	-	-	-
431	19027	City Gateway & Park Signage	957		95,000	-
431	21008	Sooner Pool Recreational Expansion	931,113	-	-	-
431	N/A	Sooner Pool Expansion- Testing	2,319	-	-	-
431	N/A	Price Fields- Chem dry for Phase 3 soil	9,246	-	-	-
431	N/a	Brush Hog	-	22,000	-	22,000
431	N/A	Playground Mulch Replacement	8,580	140,000	10,000	50,000
431	22008	Artunoff Softball/Lee Lake Parking Lot	300,198	-	-	-
431	N/A	Testing for Lee Lake Parking Lots	6,176	-	-	-
431	N/A	Park Amenity Replacement	-	42,906	-	57,906
431	N/A	Douglas Park Parking Lot Rehab	-	50,000	-	50,000
431	N/A	Zero Turn Mowers - 3 out of 5	-	20,000	-	20,000
431	N/A	Pathfinder Parkway- Maintenance/Repair	-	157,000	-	157,000
431	N/A	Replace Shade Structures- Sooner/Frontier	9,827	30,000	19,500	-
431	N/A	Civitan Park Shade Structure Repair	-	-	8,189	-
431	N/A	JoAllyn Lowe Turf	3,875	50,000	9,678	40,000
431	N/A	Hulah Depot Repairs	-	-	6,700	-
431	23008	Oak Park Basketball Court	-	100,000	-	150,000
431	N/A	Park Restroom Security	-	-	21,062	-
431	N/A	1-Ton Truck	-	-	50,451	-
431	N/A	Veterans' Park Memorial	-	-	175,000	-
431	N/A	Cricket Fields	3,870	-	1,120	-
431	N/A	New Holand Tractors (2)	-	-	139,580	-
431	N/A	John Deere Mower	-	-	49,046	-
431	N/A	Park Entry Signage	-	40,000	-	40,000
431	N/A	Downtown Landscape Improvements	-	800,000	-	800,000
431	New	Sunset Pathfinder Extension/Pedestrian Brid	-	-	-	700,000
431	New	Security Lighting in Parks	-	-	-	75,000
		<b>Total Park and Rec</b>	<b>1,309,462</b>	<b>1,601,906</b>	<b>585,326</b>	<b>2,311,906</b>
445	N/A	Golf Course Design	-	-	245,000	5,000
445	N/A	Repairs and Updates to Golf Course	-	-	39,307	-
445	N/A	Pump for Golf Course	-	-	10,108	-
445	N/A	Trim & Surround Mower	45,974	-	-	-
445	New	Lightweight Utility Carts (2)	-	20,500	30,550	-
		<b>Total Adams Golf Course</b>	<b>45,974</b>	<b>20,500</b>	<b>324,965</b>	<b>5,000</b>
<b>TOTAL</b>			<b><u>\$ 3,323,437</u></b>	<b><u>\$ 5,180,778</u></b>	<b><u>\$ 1,788,782</u></b>	<b><u>\$ 8,591,904</u></b>

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget**

### **CIP Wastewater Fund– Summary**

Fund Mission: N/A

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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.

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2024 Accomplishments:

- Completed the Sludge Injection Unit project
- Replaced the generator at the Virginia Lift Station

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2025 Objectives:

- Replace the Polaris Lift station pumps
- Replace the Limestone Lift station control panel

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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>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$20,276</b>	<b>\$71,269</b>	<b>\$74,999</b>	<b>\$87,205</b>	<b>\$87,205</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
CIP Wastewater Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Wastewater Maintenance	\$ 20,276	\$ 28,000	\$ 74,999	\$ 43,000
Unallocated	-	43,269	-	44,205
<b>Total Expenditures</b>	<b><u>\$ 20,276</u></b>	<b><u>\$ 71,269</u></b>	<b><u>\$ 74,999</u></b>	<b><u>\$ 87,205</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Charges for Services	\$ 51,050	\$ -	\$ 20,000	\$ -
Interest and Investment Income	6,452	-	6,889	-
Fund Balance	124,977	27,542	162,204	87,205
<b>Total Available for Appropriation</b>	<b><u>\$ 182,479</u></b>	<b><u>\$ 27,542</u></b>	<b><u>\$ 189,093</u></b>	<b><u>\$ 87,205</u></b>

***CITY OF BARTLESVILLE***  
2024-25 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>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
710	N/A	John Deere Tractor	\$ 6,196	\$ -	\$ -	\$ -
710	N/A	Sludge Injection Unit	-	-	45,174	-
710	N/A	Replace Telemetry (SCADA)	14,080	15,000	-	-
710	N/A	Replace Generator at Virginia LS	-	-	29,825	-
710	N/A	Replace Grit Chamber Buckets	-	6,500	-	-
710	New	Replace Limestone LS Control Panel	-	-	-	8,000
710	New	Replace Polaris LS Pumps	-	6,500	-	35,000
<b>TOTAL</b>			<b>\$ 20,276</b>	<b>\$ 28,000</b>	<b>\$ 74,999</b>	<b>\$ 43,000</b>



***CITY OF BARTLESVILLE***  
**2024-25 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.

2024 Accomplishments: • Replaced the grating over process units at the WWTP

2025 Objectives: • Replace the FEB liner at the Tuxedo Lift station  
• Replace the Nebraska Lift station generator  
• Design and evaluation of improvement to the Turkey Creek 36” sewer line

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**

2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED BUDGET
\$255,242	\$589,945	\$24,431	\$584,032	\$584,032

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
CIP Wastewater Regulatory Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Chickasaw Wastewater Treatment Plant	\$ -	\$ 40,000	\$ 24,431	\$ 430,000
Transfer out to BMA - Water	255,242	-	-	-
Unallocated	-	549,945	-	154,032
<b>Total Expenditures</b>	<b>\$ 255,242</b>	<b>\$ 589,945</b>	<b>\$ 24,431</b>	<b>\$ 584,032</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Interest and Investment Income	\$ 35,103	\$ -	\$ 34,894	\$ -
Fund Balance	538,466	554,842	573,569	584,032
<b>Total Available for Appropriation</b>	<b>\$ 573,569</b>	<b>\$ 554,842</b>	<b>\$ 608,463</b>	<b>\$ 584,032</b>

***CITY OF BARTLESVILLE***  
2024-25 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>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
710	N/A	Replace Grating over Process Units at WWTP	\$ -	\$ 25,000	\$ 24,431	\$ -
710	N/A	Tuxedo LS	-	15,000	-	-
710	New	Replace FEB Liner at Tuxedo LS	-	-	-	250,000
710	New	Replace Nebraska LS Generator	-	-	-	80,000
710	New	Turkey Creek 36" Sewer Line- Eval/Design	-	-	-	100,000
<b>TOTAL</b>			<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ 24,431</b>	<b>\$ 430,000</b>

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget CIP City Hall Fund– Summary**

Fund Mission: N/A

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

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2024 Accomplishments: 

- Sent out bid packets for City Hall HVAC control retrofit project

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2025 Objectives: 

- Bid and complete the City Hall HVAC control retrofit project
- Continue to identity and complete minor City Hall improvements

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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>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$1,780</b>	<b>\$221,971</b>	<b>\$0</b>	<b>\$227,358</b>	<b>\$227,358</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
CIP City Hall Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
General Services	\$ 1,780	\$ 120,000	\$ -	\$ 120,000
Unallocated	<u>-</u>	<u>101,971</u>	<u>-</u>	<u>107,358</u>
<b>Total Expenditures</b>	<b><u>\$ 1,780</u></b>	<b><u>\$ 221,971</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 227,358</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Charges for Service	\$ 47,880	\$ -	\$ 47,880	\$ 47,880
Interest and Investment Income	<u>5,509</u>	<u>-</u>	<u>6,187</u>	<u>-</u>
Fund Balance	<u>73,802</u>	<u>122,482</u>	<u>125,411</u>	<u>179,478</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 127,191</u></b>	<b><u>\$ 122,482</u></b>	<b><u>\$ 179,478</u></b>	<b><u>\$ 227,358</u></b>

***CITY OF BARTLESVILLE***  
 2024-25 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>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
170	18010	Misc City Hall Improvements and Repairs	\$ 1,780	\$ 20,000	\$ -	\$ 20,000
170	New	City Hall HVAC Controls Retrofit	-	100,000	-	100,000
<b>TOTAL</b>			<b>\$ 1,780</b>	<b>\$ 120,000</b>	<b>\$ -</b>	<b>\$ 120,000</b>

***CITY OF BARTLESVILLE***  
 2024-25 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.

2024 Accomplishments: • Replaced corroded and non-functional culvert along Penn between Adams Blvd and 8<sup>th</sup> St

2025 Objectives: • Hire consultant to complete assessment of the City’s corrugated metal pipe storm sewer infrastructure

Budget Highlights: The major expenditures in this fund are capital improvements to the storm water infrastructure.

**FUND 457 CIP - STORM SEWER**

2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED BUDGET
\$0	\$55,577	\$7,447	\$55,093	\$55,093

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
CIP Storm Sewer Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Storm Sewer	\$ -	\$ 55,577	\$ 7,447	\$ 48,130
Unallocated	-	-	-	6,963
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 55,577</b>	<b>\$ 7,447</b>	<b>\$ 55,093</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Charges for Services	\$ 1,609	\$ -	\$ 3,406	\$ -
Interest and Investment Income	2,437	-	2,250	-
Fund Balance	52,838	55,577	56,884	55,093
<b>Total Available for Appropriation</b>	<b>\$ 56,884</b>	<b>\$ 55,577</b>	<b>\$ 62,540</b>	<b>\$ 55,093</b>



***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
CIP Storm Sewer Fund Capital Outlay Detail

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

***Capital Outlay Schedule***

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
327	N/A	Materials for Culvert on Penn	\$ -	\$ -	\$ 7,447	
327	N/A	Storm Sewer Assesment	-	55,577	-	48,130
<b>TOTAL</b>			<b>\$ -</b>	<b>\$ 55,577</b>	<b>\$ 7,447</b>	<b>\$ 48,130</b>

***CITY OF BARTLESVILLE***  
**2024-25 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.

2024 Accomplishments: • No funding was available

2025 Objectives: • Apply for and receive a grant award of the FY 2025 CDBG Program

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

**FUND 467 CDBG**

2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED BUDGET
\$227,068	\$0	\$7,700	\$0	\$0

# ***CITY OF BARTLESVILLE***

## **2024-25 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>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Street	\$ 227,068	\$ -	\$ 7,700	\$ -
<b>Total Expenditures</b>	<b>\$ 227,068</b>	<b>\$ -</b>	<b>\$ 7,700</b>	<b>\$ -</b>

#### ***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Intergovernmental	\$ 9,246	\$ -	\$ 219,087	\$ -
Fund Balance	-	-	(211,387)	-
<b>Total Available for Appropriation</b>	<b>\$ 9,246</b>	<b>\$ -</b>	<b>\$ 7,700</b>	<b>\$ -</b>

***CITY OF BARTLESVILLE***  
 2024-25 Operating Budget  
 Community Development Block Grant Fund Capital Outlay Detail

**FUND 467 CIP - CDBG  
 ALL DEPARTMENTS**

*Capital Outlay Schedule*

<i>DEPARTMENT</i>	<i>PROJECT NUMBER</i>	<i>DESCRIPTION</i>	<i>2022-23 ACTUAL</i>	<i>2023-24 BUDGET</i>	<i>2023-24 ESTIMATE</i>	<i>2024-25 BUDGET</i>
328	22010	5th Street Sidewalks	\$ 227,068	\$ -	\$ 7,700	\$ -
TOTAL			<u>\$ 227,068</u>	<u>\$ -</u>	<u>\$ 7,700</u>	<u>\$ -</u>

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget 2012 G.O. Bond Fund– Summary**

Fund Mission: N/A

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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.

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2024 Accomplishments: 

- All monies have been expended from this fund

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2025 Objectives: 

- All monies have been expended from this fund

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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>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$22,372</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

***CITY OF BARTLESVILLE***  
2024-25 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>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Sooner Pool	\$ 22,372	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 22,372</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Fund Balance	22,372	-	-	-
<b>Total Available for Appropriation</b>	<b>\$ 22,372</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

***CITY OF BARTLESVILLE***  
2024-25 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>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
432	13055	Sooner Pool Maint & Repairs	\$ 22,372	\$ -	\$ -	\$ -
<b>TOTAL</b>			<b>\$ 22,372</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
2014B G.O. Bond Fund– Summary

Fund Mission: N/A

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

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2024 Accomplishments: 

- All monies have been expended from this fund

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2025 Objectives: 

- All monies have been expended from this fund

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

**FUND 479 2014B G.O. BOND**

2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED BUDGET
\$0	\$0	\$0	\$3,885	\$3,885



***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
2014B G.O. Bond Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Unallocated	\$ -	\$ -	\$ -	\$ 3,885
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,885</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Fund Balance	3,885	3,885	3,885	3,885
<b>Total Available for Appropriation</b>	<b>\$ 3,885</b>	<b>\$ 3,885</b>	<b>\$ 3,885</b>	<b>\$ 3,885</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
2018B G.O. Bond Fund– Summary

Fund Mission: N/A

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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.

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2024 Accomplishments:      • No projects were proposed from this fund this FY

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2025 Objectives:              • Continue Storm Sewer improvements

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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**


2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED BUDGET
\$0	\$31,386	\$0	\$31,386	\$31,386

***CITY OF BARTLESVILLE***  
2024-25 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>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Storm Sewer	\$ -	\$ -	\$ -	\$ 31,386
Unallocated	-	31,386	-	-
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 31,386</b>	<b>\$ -</b>	<b>\$ 31,386</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Fund Balance	28,659	28,659	31,386 	31,386
<b>Total Available for Appropriation</b>	<b>\$ 28,659</b>	<b>\$ 28,659</b>	<b>\$ 31,386</b>	<b>\$ 31,386</b>

***CITY OF BARTLESVILLE***  
2024-25 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>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
327	New	Storm Sewer Assessment	\$ -	\$ -	\$ -	\$ 31,386
<b>TOTAL</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 31,386</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
2018C G.O. Bond Fund– Summary

Fund Mission: N/A

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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.

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2024 Accomplishments: 

- All monies have been expended from this fund

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2025 Objectives: 

- All monies have been expended from this fund

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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**

2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED BUDGET
\$64,609	\$0	\$0	\$0	\$0

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
2018C G.O. Bond Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Police	\$ 35,288	\$ -	\$ -	\$ -
Street	8,378	-	-	-
Park and Recreation	20,943	-	-	-
<b>Total Expenditures</b>	<b>\$ 64,609</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Fund Balance	64,609	-	-	-
<b>Total Available for Appropriation</b>	<b>\$ 64,609</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
2018C G.O. Bond Fund Capital Outlay Detail

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

*Capital Outlay Schedule*

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
270	19011	Police Software	\$ 35,288	\$ -	\$ -	\$ -
		<b>Total Police</b>	<b>35,288</b>	-	-	-
328	21007	Huntington/Kristen/Guinn Ashp Rehab	8,378	-	-	-
		<b>Total Street</b>	<b>8,378</b>	-	-	-
431	19027	Signs - City Gateway, Parks & Pathfinder	20,943	-	-	-
		<b>Total Park</b>	<b>20,943</b>	-	-	-
<b>TOTAL</b>			<b>\$ 64,609</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

***CITY OF BARTLESVILLE***  
 2024-25 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.

2024 Accomplishments: • Completed design for Pathfinder repaving improvements

2025 Objectives: • Continue Pathfinder Parkway Repaving

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**

2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED BUDGET
\$329,800	\$326,564	\$0	\$327,431	\$327,431




***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
2019A G.O. Bond Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Park and Recreation	\$ 329,800	\$ 326,564	\$ -	\$ 326,564
Unallocated	-	-	-	867
<b>Total Expenditures</b>	<b>\$ 329,800</b>	<b>\$ 326,564</b>	<b>\$ -</b>	<b>\$ 327,431</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Interest and Investment Income	\$ -	\$ -	\$ -	\$ -
Fund Balance	657,231	326,564	327,431 	327,431
<b>Total Available for Appropriation</b>	<b>\$ 657,231</b>	<b>\$ 326,564</b>	<b>\$ 327,431</b>	<b>\$ 327,431</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
2019A G.O. Bond Fund Capital Outlay Detail

***Capital Outlay Schedule***

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
431	N/A	Pathfinder Parkway Repaving	\$ -	\$ 326,564	\$ -	\$ 326,564
431	22008	MJ Lee Lake Parking and Soccer Fields	329,800	-	-	-
		<b><i>Total Park</i></b>	<b><u>329,800</u></b>	<b><u>326,564</u></b>	<b><u>-</u></b>	<b><u>326,564</u></b>
<b>TOTAL</b>			<b><u>\$ 329,800</u></b>	<b><u>\$ 326,564</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 326,564</u></b>

***CITY OF BARTLESVILLE***  
2024-25 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.

2024 Accomplishments: • Completed design of 8<sup>th</sup> Street Storm Drain Rehab

2025 Objectives: • Complete construction of 8<sup>th</sup> Street Storm Drain Rehab

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**


2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED BUDGET
\$0	\$341,460	\$44,400	\$341,460	\$341,460

**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
2019B G.O. Bond Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
Storm Sewer	\$ -	\$ 300,000	\$ 44,400	\$ 300,000
Unallocated	-	41,460	-	41,460
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 341,460</b>	<b>\$ 44,400</b>	<b>\$ 341,460</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
Proceeds from Issuance of Debt	\$ -	\$ -	\$ -	\$ -
Fund Balance	385,860	385,860	385,860 	341,460
<b>Total Available for Appropriation</b>	<b>\$ 385,860</b>	<b>\$ 385,860</b>	<b>\$ 385,860</b>	<b>\$ 341,460</b>

***CITY OF BARTLESVILLE***  
 2024-25 Operating Budget  
 2019B G.O. Bond Fund Capital Outlay Detail

**FUND 486 CIP - 2019B 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>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
327	N/A	8th Street Strom Drain Rehab	\$ -	\$ 300,000	\$ 44,400	\$ 300,000
<b>TOTAL</b>			<u><u>\$ -</u></u>	<u><u>\$ 300,000</u></u>	<u><u>\$ 44,400</u></u>	<u><u>\$ 300,000</u></u>

***CITY OF BARTLESVILLE***  
2024-25 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.

2024 Accomplishments:

- Completed design of the Douglass Park Walkway
- Completed design of parking lot at Johnstone Park

2025 Objectives:

- Complete the Douglas Park Walkway
- Complete Drinking Fountain Replacements
- Compete Johnstone Park Parking Lot

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**

2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED BUDGET
\$582,556	\$443,000	\$0	\$526,494	\$526,494

**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
2021A G.O. Bond Fund – Expenditure and Revenue Summary

*Expenditures and Reserves*

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
Street	\$ 582,556	\$ -	\$ -	\$ -
Park	-	443,000	-	510,000
Unallocated	-	-	-	16,494
<b>Total Expenditures</b>	<b>\$ 582,556</b>	<b>\$ 443,000</b>	<b>\$ -</b>	<b>\$ 526,494</b>

*Revenues*

<b>REVENUE BY SOURCE</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
Proceeds from Issuance of Debt	\$ -	\$ -	\$ -	\$ -
Fund Balance	1,079,080	521,244	526,494	526,494
<b>Total Available for Appropriation</b>	<b>\$ 1,079,080</b>	<b>\$ 521,244</b>	<b>\$ 526,494</b>	<b>\$ 526,494</b>

***CITY OF BARTLESVILLE***  
2024-25 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>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
328	New	Minnesota Rehabilitation- 75 to Madison	\$ 582,556	\$ -	\$ -	\$ -
		<b>Total Streets</b>	<b>582,556</b>	-	-	-
431	New	Johnstone Park Parking Lot/Entry Access	-	358,000	-	425,000
431	New	Douglas Park Walkway	-	45,000	-	45,000
431	New	Drinking Fountain Replacement	-	40,000	-	40,000
		<b>Total Parks</b>	-	<b>443,000</b>	-	<b>510,000</b>
<b>TOTAL</b>			<b>\$ 582,556</b>	<b>\$ 443,000</b>	<b>\$ -</b>	<b>\$ 510,000</b>



# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget 2022 G.O. Bond Fund– Summary**

Fund Mission: N/A

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Fund Description: The 2022 G.O. Bond Fund was established to account for the 2022 General Obligation Bond proceeds that were dedicated to General Services, Tech Services, Fire, Police, Library, Street and Park Improvements.

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2024 Accomplishments:

- Completed the Emergency Communications Radio System replacement
- Replaced the boiler at City Hall
- Completed Pickleball Court

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2025 Objectives:

- Complete design and construction of Bridge Rehab projects
- Complete design and construction of Park Parking lots
- Complete design and construction of Douglass Park Shelter

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Budget Highlights: The expenditures in this fund are for General Services, Tech Services, Fire, Police, Library, Street and Park projects funded by the 2022 GO Bond issuance.

### **FUND 488 2022 G.O. BOND**

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$2,604,942</b>	<b>\$4,880,397</b>	<b>\$3,541,100</b>	<b>\$3,223,984</b>	<b>\$3,223,984</b>

**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
2022 G.O. Bond Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
Building & Neighborhood Services	\$ 3,800	\$ -	\$ -	\$ -
General Services	7,219	-	124,781	-
Information Technology	499,969	-	1,199,925	-
Fire	1,187,250	25,000	13,500	-
Police	59,677	-	-	-
Street	331,981	3,584,585	1,594,877	2,360,000
Library	7,973	37,860	137,817	-
Park	507,073	1,232,952	470,200	810,750
Unallocated	-	-	-	53,234
<b>Total Expenditures</b>	<b>\$ 2,604,942</b>	<b>\$ 4,880,397</b>	<b>\$ 3,541,100</b>	<b>\$ 3,223,984</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
Proceeds from Issuance of Debt	\$ -	\$ -	\$ -	\$ -
Fund Balance	9,370,025	4,880,960	6,765,084	3,223,984
<b>Total Available for Appropriation</b>	<b>\$ 9,370,025</b>	<b>\$ 4,880,960</b>	<b>\$ 6,765,084</b>	<b>\$ 3,223,984</b>

**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
2022 G.O. Bond Fund Capital Outlay Detail

*Capital Outlay Schedule*

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 BUDGET
155	N/A	Trailer for Abatement	\$ 3,800	\$ -	\$ -	\$ -
		<b>Total for Building &amp; Neigh Svcs</b>	<b>3,800</b>	-	-	-
170	23012	City Hall Boiler Replacement	7,219	-	124,781	-
		<b>Total General Services</b>	<b>7,219</b>	-	<b>124,781</b>	-
185	N/A	Emergency Communications Radio System	499,969	-	1,199,925	-
		<b>Total Information Technology</b>	<b>499,969</b>	-	<b>1,199,925</b>	-
250	N/A	95' Tower/Ladder Truck & Equipment	1,187,250	-	-	-
250	New	Central Fire Station Apparatus Bay Insulatio	-	25,000	13,500	-
		<b>Total Fire</b>	<b>1,187,250</b>	<b>25,000</b>	<b>13,500</b>	-
270	N/A	GPS/Camera Parking Enforc. System	59,677	-	-	-
		<b>Total Police</b>	<b>59,677</b>	-	-	-
328	New	Bridge Rehabilitation - Tuxedo over Caney	155,549	1,034,585	50,000	985,000
328	New	Bridge Rehabilitation - Tuxedo Overflow	-	325,000	-	325,000
328	New	Bridge Rehabilitation - Sunset over Butler Cr	176,432	810,000	128,174	1,000,000
328	23015	Crestland Concrete Rehab incl Baylor PI	-	760,000	448,000	50,000
328	New	Delaware & Clear Creek Asphalt Mill/Overlay	-	655,000	968,703	-
		<b>Total Streets</b>	<b>331,981</b>	<b>3,584,585</b>	<b>1,594,877</b>	<b>2,360,000</b>
421	23013	Library Chiller Replacement	7,973	37,860	137,817	-
		<b>Total Library</b>	<b>7,973</b>	<b>37,860</b>	<b>137,817</b>	-
431	N/A	Civitan Park Berm/Fence	-	16,702	-	15,000
431	New	Pickleball Courts	-	420,500	420,500	-
431	N/A	Lighting for Robinwood Park Soccer Fields	507,073	-	-	-
431	New	Johnstone Park Ring Road/Drives	-	168,750	-	275,000
431	New	Sooner Park Parking Lots	-	250,000	49,700	143,750
431	New	Sooner Park Ring Road/Access Drives	-	200,000	-	200,000
431	New	Jo Allyn Lowe Parking Lots	-	85,000	-	85,000
431	New	Douglass Park Shelter	-	80,000	-	80,000
431	New	Lyon Park Access Drive/Parking	-	12,000	-	12,000
		<b>Total Parks</b>	<b>507,073</b>	<b>1,232,952</b>	<b>470,200</b>	<b>810,750</b>
<b>TOTAL</b>			<b>\$ 2,604,942</b>	<b>\$ 4,880,397</b>	<b>\$ 3,541,100</b>	<b>\$ 3,170,750</b>

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget 2023 G.O. Bond Fund– Summary**

Fund Mission: N/A

Fund Description: The 2023 G.O. Bond Fund was established to account for the 2023 General Obligation Bond proceeds that were dedicated to Fire, Facilities, Equipment, Street and Park Improvements.

2024 Accomplishments:

- Replaced the chillers at the Library
- Replaced the skylights at the Library
- Completed the Indiana, Morningside, Roselawn, and Katherine Asphalt Rehab
- Completed the design of the Golf Course Greens Reconstruction

2025 Objectives:

- Complete the Golf Course Greens Reconstruction
- Complete City Hall Window Replacement
- Design the repair and replacement of roofs at Central and Stations 3 and 4
- Design and construct the Sooner Park Basketball Court

Budget Highlights: The expenditures in this fund are for Fire, Facilities, Equipment, Street and Park projects funded by the 2023 GO Bond issuance.

### **FUND 489 2023 G.O. BOND**

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$0</b>	<b>\$6,900,000</b>	<b>\$562,846</b>	<b>\$6,337,154</b>	<b>\$6,337,154</b>

**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
2023 G.O. Bond Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
Accounting & Finance	\$ -	\$ 104,230	\$ 104,230	\$ -
General Services	-	300,000	-	300,000
Information Technology	-	430,000	25,000	388,000
Fire	-	246,900	-	246,900
Street	-	4,408,720	204,255	4,175,745
Library	-	208,650	229,361	-
Park	-	501,500	-	501,500
Golf	-	700,000	-	700,000
Unallocated	-	-	-	25,009
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 6,900,000</b>	<b>\$ 562,846</b>	<b>\$ 6,337,154</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
Proceeds from Issuance of Debt		\$ 6,900,000	\$ -	\$ -
Fund Balance	-	-	6,900,000	6,337,154
<b>Total Available for Appropriation</b>	<b>\$ -</b>	<b>\$ 6,900,000</b>	<b>\$ 6,900,000</b>	<b>\$ 6,337,154</b>

**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
2023 G.O. Bond Fund Capital Outlay Detail

*Capital Outlay Schedule*

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 BUDGET
130	N/A	Cost of Issuance	\$ -	\$ 104,230	\$ -	\$ -
		<b>Total Accounting &amp; Finance</b>	-	<b>104,230</b>	-	-
170	N/A	City Hall Window Replacement	\$ -	\$ 300,000	\$ -	\$ 300,000
		<b>Total General Services</b>	-	<b>300,000</b>	-	<b>300,000</b>
185	N/A	Firehouse Software Replacement	-	380,000	-	380,000
185	N/A	Operations Server Room Generator	-	50,000	25,000	8,000
		<b>Total Information Technology</b>	-	<b>430,000</b>	<b>25,000</b>	<b>388,000</b>
250	N/A	Central Fire Station Roof Repair	-	154,500	-	154,500
250	N/A	Station 4 & 3 Roof Replacement	-	92,400	-	92,400
		<b>Total Fire</b>	-	<b>246,900</b>	-	<b>246,900</b>
328	N/A	Yale Asphalt Rebuild (Adams to FP)	-	850,000	53,855	796,145
328	24010	Highland Concrete Panel & Mill/Overlay	-	575,000	-	575,000
328	24010	Wilshire & Waverly Concrete Panel Rehab	-	550,000	-	550,000
328	24011	Dewey Asphalt Mill/Overlay (Adams to 16th)	-	375,000	-	375,000
328	24009	Indiana/Morningside/Roselawn/Katherline O\	-	370,000	100,000	270,000
328	24010	Oakdale Concrete Panel Rehab	-	275,000	-	275,000
328	24011	Southport Asphalt Mill/Overlay	-	265,000	-	265,000
328	N/A	Madison Recon (Tuxedo to Water Tower)	-	225,000	50,400	174,600
328	24011	Quail Ridge Asphalt Mill/Overlay	-	250,000	-	250,000
328	24011	Cambridge Asphalt Mill/Overlay	-	225,000	-	225,000
328	24011	Braddock Asphalt Mill/Overlay	-	228,720	-	200,000
328	N/A	Paint Striper	-	220,000	-	220,000
		<b>Total Streets</b>	-	<b>4,408,720</b>	<b>204,255</b>	<b>4,175,745</b>
421	N/A	Library Skylight Replacement	-	125,000	112,295	-
421	N/A	Library Chiller Replacement (2)	-	83,650	117,066	-
		<b>Total Library</b>	-	<b>208,650</b>	<b>229,361</b>	-
431	N/A	Basketball Courts w/ Gaga Ball Pit	-	100,000	-	100,000
431	N/A	Sooner Park Restroom Remodel	-	80,000	-	80,000
431	N/A	Bicycle Signage	-	40,000	-	40,000
431	N/A	Front Mount Mowers (4)	-	100,000	-	100,000
431	N/A	Equipment Shed	-	181,500	-	181,500
		<b>Total Parks</b>	-	<b>501,500</b>	-	<b>501,500</b>
445	N/A	Greens Rebuild	-	700,000	-	700,000
		<b>Total Golf</b>	-	<b>700,000</b>	-	<b>700,000</b>
<b>TOTAL</b>			<b>\$ -</b>	<b>\$ 6,900,000</b>	<b>\$ 458,616</b>	<b>\$ 6,312,145</b>

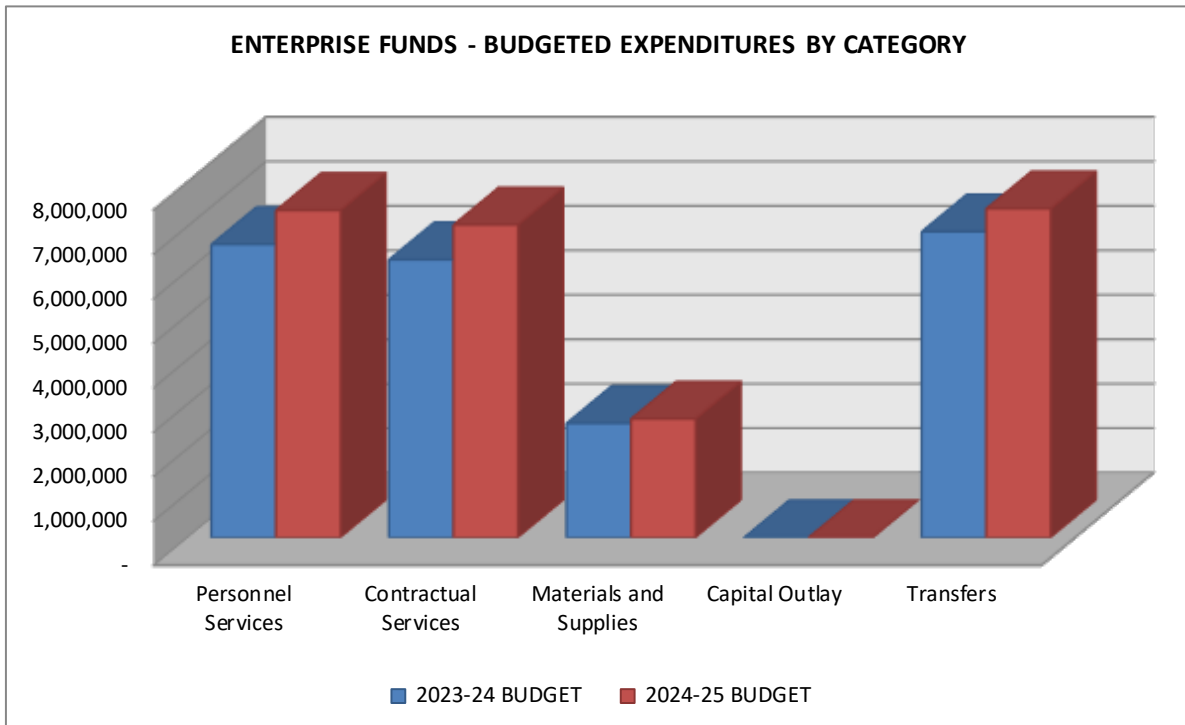
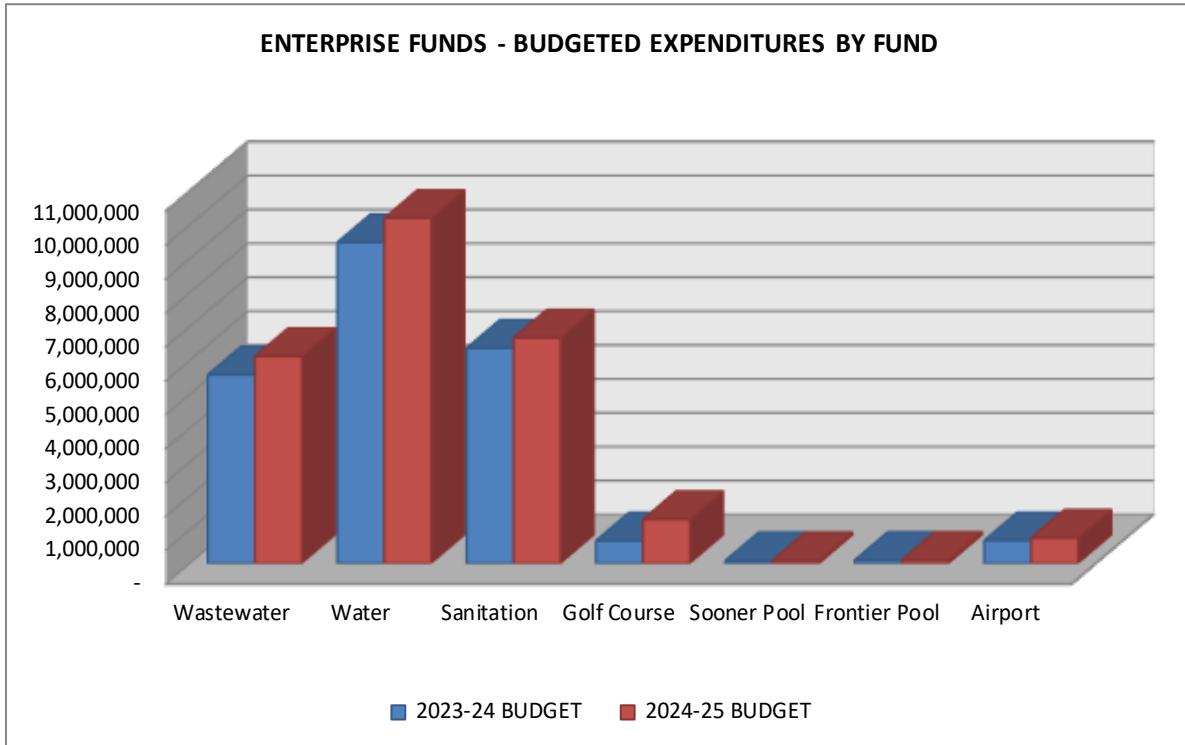
# ENTERPRISE FUNDS



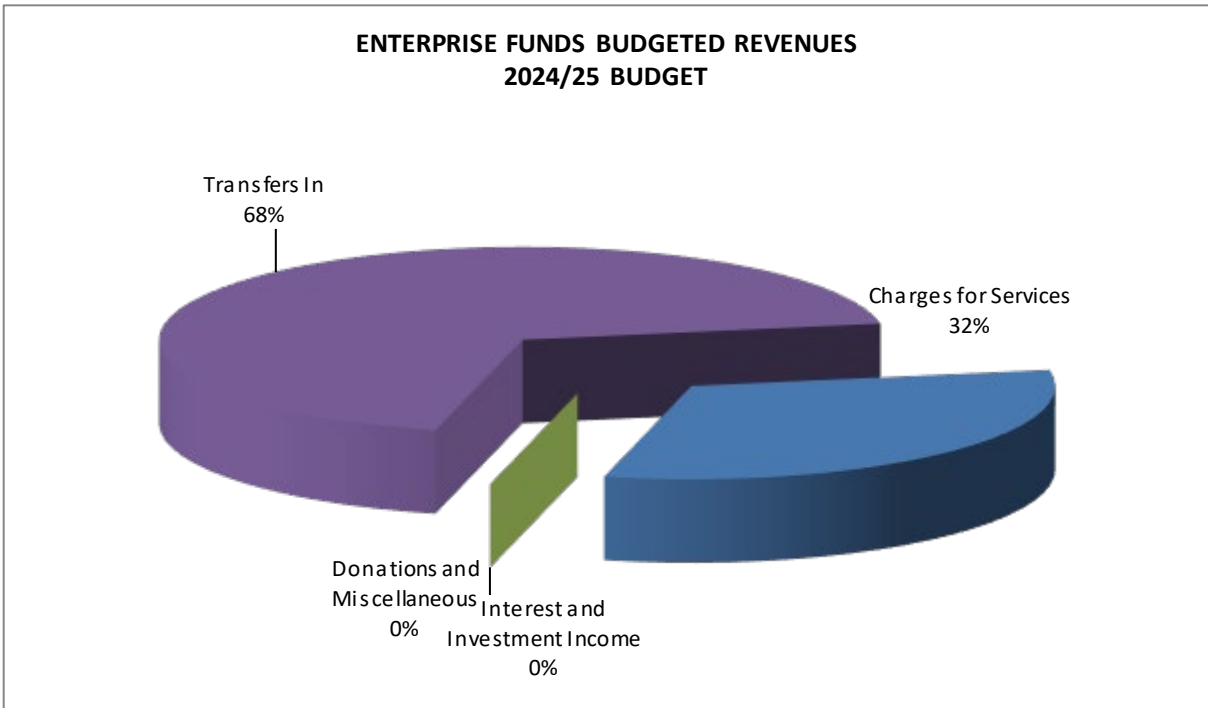
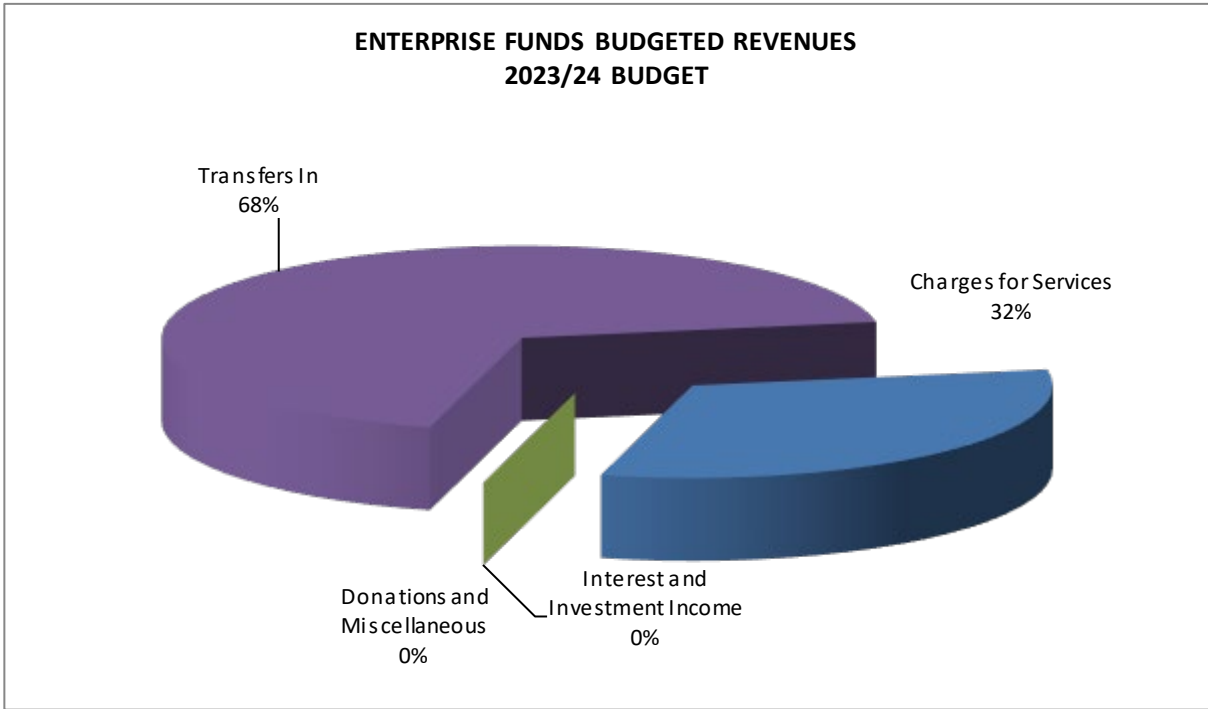
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***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Enterprise Funds – Expenditure Graphs**



***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Enterprise Funds – Revenue Graphs



***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Enterprise Funds – Summary by Fund or Source

***Expenditures and Reserves***

<b><i>EXPENDITURES BY FUND</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Wastewater	\$ 5,021,972	\$ 5,562,159	\$ 5,301,276	\$ 6,104,488
Water	8,066,696	9,465,844	7,827,435	10,181,746
Sanitation	5,896,161	6,348,858	5,706,378	6,650,591
Golf Course	594,344	665,922	661,891	1,296,596
Sooner Pool	51,904	79,562	28,379	79,562
Frontier Pool	52,275	94,230	49,313	94,230
Airport	605,714	670,036	616,150	747,614
<b>Total Expenditures and Reserves</b>	<b><u>\$ 20,289,066</u></b>	<b><u>\$ 22,886,611</u></b>	<b><u>\$ 20,190,822</u></b>	<b><u>\$ 25,154,827</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Charges for Services	\$ 6,893,285	\$ 6,968,024	\$ 7,364,913	\$ 7,678,648
Interest and Investment Income	2,714	-	1,583	-
Donations and Miscellaneous	20,614	-	4,217	-
Transfer In: From General Fund	283,205	676,479	678,461	852,706
From BMA - Wastewater	5,009,621	5,262,141	5,427,118	5,818,507
From BMA - Water	8,059,350	8,959,701	7,720,442	9,929,087
Fund Balance	776,654	1,136,629	1,140,941	2,192,121
<b>Total Available for Appropriation</b>	<b><u>\$ 21,045,443</u></b>	<b><u>\$ 23,002,974</u></b>	<b><u>\$ 22,337,675</u></b>	<b><u>\$ 26,471,069</u></b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Enterprise Funds – Expenditure Summary by Line Item**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 4,037,816	\$ 4,771,750	\$ 4,205,400	\$ 5,051,000	\$ 5,051,000	\$ 5,051,000
51120 OVERTIME	75,817	106,000	78,117	106,000	106,000	106,000
51130 FICA	301,452	366,000	316,154	389,000	389,000	389,000
51140 GROUP INSURANCE	981,433	887,070	896,926	1,348,099	1,348,099	1,348,099
51150 DB RETIREMENT	310,826	299,000	296,014	291,000	291,000	291,000
51155 DC RETIREMENT	107,579	140,000	113,802	159,000	159,000	159,000
51170 WORKER'S COMPENSATION	29,916	27,835	27,835	19,942	19,942	19,942
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 5,844,839</b>	<b>\$ 6,597,655</b>	<b>\$ 5,934,248</b>	<b>\$ 7,364,041</b>	<b>\$ 7,364,041</b>	<b>\$ 7,364,041</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 76,067	\$ 86,925	\$ 108,406	\$ 614,475	\$ 594,975	\$ 594,975
52310 UTILITIES & COMMUNICATIONS	861,659	920,940	728,742	926,615	926,615	926,615
52410 PROFESSIONAL SERVICES	268,352	374,775	255,006	430,250	430,250	430,250
52510 OTHER SERVICES	1,180,073	1,456,150	1,255,344	1,466,465	1,466,465	1,466,465
52610 MAINT. & REPAIR SERVICE	332,486	492,005	336,083	505,280	505,280	505,280
52710 OPERATIONAL SERVICES	2,647,295	2,904,960	2,904,960	3,100,000	3,100,000	3,100,000
52810 INSURANCE & BONDS	13,500	17,550	14,850	14,850	14,850	14,850
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 5,379,432</b>	<b>\$ 6,253,305</b>	<b>\$ 5,603,391</b>	<b>\$ 7,057,935</b>	<b>\$ 7,038,435</b>	<b>\$ 7,038,435</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 9,007	\$ 13,100	\$ 9,526	\$ 13,450	\$ 13,450	\$ 13,450
53210 JANITORIAL SUPPLIES	12,213	14,400	8,746	15,250	15,250	15,250
53310 GENERAL SUPPLIES	1,139,230	1,230,450	980,136	1,351,175	1,339,275	1,339,275
53410 TOOLS & EQUIPMENT	89,354	79,650	39,999	83,300	83,300	83,300
53510 FUEL	267,718	295,000	258,852	297,500	297,500	297,500
53610 MAINT. & REPAIR MATERIALS	678,597	939,200	796,936	922,250	922,250	922,250
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 2,196,119</b>	<b>\$ 2,571,800</b>	<b>\$ 2,094,195</b>	<b>\$ 2,682,925</b>	<b>\$ 2,671,025</b>	<b>\$ 2,671,025</b>

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget**

### **Enterprise Funds – Expenditure Summary by Line Item (continued)**

<b>CAPITAL OUTLAY</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
55930 OTHER IMPROVEMENTS	\$ 9,274	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 9,274</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TRANSFERS OUT</b>						
59101 GENERAL FUND	\$ 5,561,228	\$ 5,561,228	\$ 5,284,289	\$ 6,049,579	\$ 6,049,579	\$ 6,049,579
59663 AUTO COLLISION INSURANCE	50,000	50,000	50,000	50,000	50,000	50,000
59670 STABILIZATION RESERVE FUND	368,174	390,757	344,699	419,864	419,619	419,619
59675 CAPITAL RESERVE FUND	880,000	880,000	880,000	880,000	880,000	880,000
<b>TOTAL TRANSFERS</b>	<b>\$ 6,859,402</b>	<b>\$ 6,881,985</b>	<b>\$ 6,558,988</b>	<b>\$ 7,399,443</b>	<b>\$ 7,399,198</b>	<b>\$ 7,399,198</b>
<b>TOTAL BUDGET</b>	<b>\$20,289,066</b>	<b>\$22,304,745</b>	<b>\$20,190,822</b>	<b>\$24,504,344</b>	<b>\$24,472,699</b>	<b>\$24,472,699</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Enterprise Funds – Personnel Summary

***Personnel***

<b>PERSONNEL COUNTS BY DEPARTMENT</b>	<b>2022-23 ACTUAL FTEs</b>	<b>2023-24 BUDGETED FTEs</b>	<b>2023-24 ACTUAL FTEs</b>	<b>2024-25 BUDGETED FTEs</b>
Wastewater Fund:				
Wastewater Maintenance	10	11.5	8	11.5
Water Fund:				
Water Plant	14	15	13	15
Water Administration	2	2	2	2
Water Distribution	16	22	16	22
<i>Total Water</i>	<b>32</b>	<b>39</b>	<b>31</b>	<b>39</b>
Sanitation Fund:				
Sanitation	29	31.5	28	31.5
Golf Course Fund:				
Municipal Golf Course	<u>4</u>	<u>4</u>	<u>3</u>	<u>4</u>
Municipal Airport Fund:				
Airport	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>
<b>Total Personnel</b>	<b><u>80</u></b>	<b><u>91</u></b>	<b><u>75</u></b>	<b><u>91</u></b>

**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
Wastewater Operating Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>		<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
Chickasaw Wastewater Treatment Plant		\$ 2,677,905	\$ 2,965,385	\$ 2,962,135	\$ 3,177,550
Wastewater Maintenance		701,493	861,009	813,129	993,617
Transfers Out:	To General	1,515,144	1,515,144	1,407,445	1,693,882
	To Auto Collision Insurance Fund	25,000	25,000	25,000	25,000
	To Stabilization Reserve Fund	102,430	106,831	93,567	117,301
Reserves:	Contingency	-	76,528	-	83,423
	Compensated Absences Reserve	-	12,262	-	13,715
<b>Total Expenditures and Reserves</b>		<b>\$ 5,021,972</b>	<b>\$ 5,562,159</b>	<b>\$ 5,301,276</b>	<b>\$ 6,104,488</b>

**Revenues**

<b>REVENUE BY SOURCE</b>		<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
Donations and Miscellaneous		\$ 12,349	\$ -	\$ 1,068	\$ -
Transfer In:	From BMA - Wastewater	5,009,621	5,262,141	5,427,118	5,818,507
Fund Balance		47,579	300,018	159,071	285,981
<b>Total Available for Appropriation</b>		<b>\$ 5,069,549</b>	<b>\$ 5,562,159</b>	<b>\$ 5,587,257</b>	<b>\$ 6,104,488</b>

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget**

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

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

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

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2024 Accomplishments:

- The Chickasaw Wastewater Treatment Plant treated over 1.607 billion gallons of wastewater averaging 4.390 million gallons per day. The plant design flow is 7.0 million gallons per day
- Land applied 6.87 million gallons of 3.20% biosolids, which equals 956.8 tons
- Monitored four (4) Significant Industrial Users under the City of Bartlesville Industrial Pretreatment Program
- Replaced flow meter at the parshall flume
- Repaired bound up flocculator of the Tuxedo L/S FEB
- Installed new channel monster in the RAW wetwell
- Installed new sludge transfer pump
- Installed new generator at the Walmart L/S



# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget**

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

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**2025 Objectives:**

- Continue operation of the Chickasaw Wastewater Treatment Plant and land application of biosolids to meet all state and federal regulations. No permit exceedances
- Install the new skid polymer scale
- Run wire and conduit for the pilot plant
- Install a reverse switch for the grit chamber channel monster
- Replace all eight 8” water jackets and O-rings in heat exchanger #2
- Install a new injection pump for Golf Course L/S generator

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**Budget Highlights:**

The major expenditures in this department are the contract with Veolia Water, Inc. and replacement structures and equipment.

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**FUND 509 WASTEWATER  
DEPT 710 CHICKASAW WASTEWATER TREATMENT PLANT**

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$2,677,905</b>	<b>\$2,965,385</b>	<b>\$2,962,135</b>	<b>\$3,177,550</b>	<b>\$3,177,550</b>

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# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget**

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

<b>CONTRACTUAL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
52310 UTILITIES & COMMUNICATIONS	\$ 6,705	\$ 7,000	\$ 7,521	\$ 7,500	\$ 7,500	\$ 7,500
52410 PROFESSIONAL SERVICES	-	1,675	-	1,800	1,800	1,800
52510 OTHER SERVICES	21,924	26,750	25,429	43,250	43,250	43,250
52610 MAINT. & REPAIR SERVICE	1,583	25,000	24,225	25,000	25,000	25,000
52710 OPERATIONAL SERVICES	2,647,295	2,904,960	2,904,960	3,100,000	3,100,000	3,100,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 2,677,507</b>	<b>\$ 2,965,385</b>	<b>\$ 2,962,135</b>	<b>\$ 3,177,550</b>	<b>\$ 3,177,550</b>	<b>\$ 3,177,550</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53610 MAINT. & REPAIR MATERIALS	\$ 398	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 398</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 2,677,905</b>	<b>\$ 2,965,385</b>	<b>\$ 2,962,135</b>	<b>\$ 3,177,550</b>	<b>\$ 3,177,550</b>	<b>\$ 3,177,550</b>

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget**

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

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

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

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2024 Accomplishments:

- Responded to 209 call outs, requested by residents when their private service line was backed up. Cleaned 52,512 feet of City sewer line upon request of residents
- Responded to 46 sewer main line backups
- Jet cleaned and jet sawed 210,793 feet of sanitary sewer line
- Completed Televised Inspection of 80,423 feet of sanitary sewer lines
- Capped 10 sewer services for demolished structures and raised 13 manholes
- Completed 86 main line point repairs and 3 full line rehabilitations

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2025 Objectives:

- Utilize SL-RAT to inspect entire collection system
- Continue root control program, video inspection and smoke testing to identify both private side and main line defects for corrections
- Continue identifying leaking manholes and seal to reduce inflow and infiltration into sanitary sewer system

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# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget**

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

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

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

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$701,493</b>	<b>\$861,009</b>	<b>\$813,129</b>	<b>\$993,617</b>	<b>\$993,617</b>

# **CITY OF BARTLESVILLE**

## 2024-25 Operating Budget

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

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 365,200	\$ 463,750	\$ 446,936	\$ 529,000	\$ 529,000	\$ 529,000
51120 OVERTIME	16,988	15,000	10,515	15,000	15,000	15,000
51130 FICA	28,071	36,000	33,475	41,000	41,000	41,000
51140 GROUP INSURANCE	122,679	110,884	112,116	170,364	170,364	170,364
51155 DC RETIREMENT	16,911	21,000	19,884	25,000	25,000	25,000
51170 WORKER'S COMPENSATION	4,119	3,725	3,725	3	3	3
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 553,968</b>	<b>\$ 650,359</b>	<b>\$ 626,651</b>	<b>\$ 780,367</b>	<b>\$ 780,367</b>	<b>\$ 780,367</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 11,630	\$ 18,000	\$ 19,986	\$ 14,250	\$ 9,500	\$ 9,500
52310 UTILITIES & COMMUNICATIONS	1,979	7,000	5,512	7,000	7,000	7,000
52410 PROFESSIONAL SERVICES	6,391	26,650	3,571	27,750	27,750	27,750
52510 OTHER SERVICES	185	9,500	2,887	9,500	9,500	9,500
52610 MAINT. & REPAIR SERVICE	11,546	35,000	18,556	35,000	35,000	35,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 31,731</b>	<b>\$ 96,150</b>	<b>\$ 50,512</b>	<b>\$ 93,500</b>	<b>\$ 88,750</b>	<b>\$ 88,750</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 165	\$ -	\$ 101	\$ -	\$ -	\$ -
53210 JANITORIAL SUPPLIES	454	-	43	-	-	-
53310 GENERAL SUPPLIES	3,612	14,000	10,674	14,000	14,000	14,000
53410 TOOLS & EQUIPMENT	14,206	13,000	8,690	13,000	13,000	13,000
53510 FUEL	32,012	32,500	28,446	32,500	32,500	32,500
53610 MAINT. & REPAIR MATERIALS	65,345	55,000	88,012	65,000	65,000	65,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 115,794</b>	<b>\$ 114,500</b>	<b>\$ 135,966</b>	<b>\$ 124,500</b>	<b>\$ 124,500</b>	<b>\$ 124,500</b>
<b>TOTAL BUDGET</b>	<b>\$ 701,493</b>	<b>\$ 861,009</b>	<b>\$ 813,129</b>	<b>\$ 998,367</b>	<b>\$ 993,617</b>	<b>\$ 993,617</b>

# ***CITY OF BARTLESVILLE***

## **2024-25 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>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 BUDGETED NUMBER OF EMPLOYEES</i></b>
WW Maint Supervisor	1	1	1	1
Wastewater Equip Operator	3	3	3	4
Maintenance Worker	6	7	4	6
GIS Technician	0	0.5	0	0.5
<b>TOTAL</b>	<b>10</b>	<b>11.5</b>	<b>8</b>	<b>11.5</b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Wastewater Operating Fund – Transfers – Summary**

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

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

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2024 Accomplishments:      N/A

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2025 Objectives:              N/A

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Budget Highlights:              The Wastewater Fund has three transfers. The transfer to the General Fund is for reimbursements of costs for operations of the utilities at the City of Bartlesville and are allocated using a cost accounting approach, the transfer to the Insurance Collision Fund is the Wastewater Fund’s portion of the amount necessary to provide continual funding for the Fund, and the transfer to the Stabilization Reserve Fund was set by ordinance.

**FUND 509 WASTEWATER  
DEPT 900 TRANSFERS**

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$1,642,574</b>	<b>\$1,646,975</b>	<b>\$1,526,012</b>	<b>\$1,836,183</b>	<b>\$1,836,183</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Wastewater Operating Fund – Transfers – Line Item Detail

<b>TRANSFERS OUT</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
59101 GENERAL FUND	\$ 1,515,144	\$ 1,515,144	\$ 1,407,445	\$ 1,693,882	\$ 1,693,882	\$ 1,693,882
59663 AUTO COLLISION INSURANCE	25,000	25,000	25,000	25,000	25,000	25,000
59670 STABILIZATION RESERVE FUND	102,430	106,831	93,567	117,301	117,301	117,301
<b>TOTAL TRANSFERS</b>	<b>\$ 1,642,574</b>	<b>\$ 1,646,975</b>	<b>\$ 1,526,012</b>	<b>\$ 1,836,183</b>	<b>\$ 1,836,183</b>	<b>\$ 1,836,183</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,642,574</b>	<b>\$ 1,646,975</b>	<b>\$ 1,526,012</b>	<b>\$ 1,836,183</b>	<b>\$ 1,836,183</b>	<b>\$ 1,836,183</b>



**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
Water Operating Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>		<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
Water Plant		\$ 3,445,062	\$ 3,930,908	\$ 3,324,580	\$ 4,094,740
Water Administration		369,592	403,611	384,292	465,954
Water Distribution		1,682,660	2,251,525	1,733,033	2,373,912
Transfers Out:	To General	2,380,940	2,380,940	2,211,700	2,661,815
	To Auto Collision Insurance Fund	25,000	25,000	25,000	25,000
	To Stabilization Reserve Fund	163,442	179,340	148,830	191,928
Reserves:	Contingency	-	131,721	-	138,692
	Compensated Absences Reserve	-	162,799	-	229,705
<b>Total Expenditures and Reserves</b>		<b>\$ 8,066,696</b>	<b>\$ 9,465,844</b>	<b>\$ 7,827,435</b>	<b>\$ 10,181,746</b>

**Revenues**

<b>REVENUE BY SOURCE</b>		<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
Donations and Miscellaneous		\$ 7,343	\$ -	\$ 2,293	\$ -
Transfer In:	From BMA - Water	8,059,350	8,959,701	7,720,442	9,929,087
Fund Balance		209,813	506,143	357,359	252,659
<b>Total Available for Appropriation</b>		<b>\$ 8,276,506</b>	<b>\$ 9,465,844</b>	<b>\$ 8,080,094</b>	<b>\$ 10,181,746</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Water Operating Fund – Water Plant – Summary

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

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

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2024 Accomplishments:

- Treated over 1.7 billion gallons, averaging 4.8 million gallons per day
- Completed renovation of Caney River Pump Station
- Rebuilt valves at sludge drying beds
- Replaced VFDs at Indiana pump station

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2025 Objectives:

- Continue to produce safe and reliable drinking water for the City and wholesale customers
- Rebuild High Service Pump #2 at Water Plant
- Rebuild Circle Mt. #2 pump
- Rebuild 5 sludge drying beds
- Complete replacement of the PLC units at Water Plant

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***CITY OF BARTLESVILLE***  
**2024-25 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 2020 calendar year the plant treated 1,958,867,000 gallons of water for use by our customers.

FUND 510 WATER DEPT 720 WATER PLANT				
2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED BUDGET
\$3,445,062	\$3,930,908	\$3,324,580	\$4,094,740	\$4,094,740

**CITY OF BARTLESVILLE**  
**2024-25 Operating Budget**  
**Water Operating Fund – Water Plant – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 730,807	\$ 804,750	\$ 789,054	\$ 855,000	\$ 855,000	\$ 855,000
51120 OVERTIME	21,383	36,000	29,460	36,000	36,000	36,000
51130 FICA	54,851	62,000	59,751	66,000	66,000	66,000
51140 GROUP INSURANCE	167,290	151,205	152,885	222,214	222,214	222,214
51150 DB RETIREMENT	51,405	47,000	52,026	48,000	48,000	48,000
51155 DC RETIREMENT	21,276	22,000	22,164	28,000	28,000	28,000
51170 WORKER'S COMPENSATION	3,039	3	3	6,176	6,176	6,176
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 1,050,051</b>	<b>\$ 1,122,958</b>	<b>\$ 1,105,343</b>	<b>\$ 1,261,390</b>	<b>\$ 1,261,390</b>	<b>\$ 1,261,390</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 7,627	\$ 11,500	\$ 15,896	\$ 12,150	\$ 6,900	\$ 6,900
52310 UTILITIES & COMMUNICATIONS	729,435	750,000	597,916	750,000	750,000	750,000
52410 PROFESSIONAL SERVICES	6,210	31,500	5,074	33,750	33,750	33,750
52510 OTHER SERVICES	193,784	422,875	268,813	346,575	346,575	346,575
52610 MAINT. & REPAIR SERVICE	271,085	349,575	254,189	357,250	357,250	357,250
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 1,208,141</b>	<b>\$ 1,565,450</b>	<b>\$ 1,141,888</b>	<b>\$ 1,499,725</b>	<b>\$ 1,494,475</b>	<b>\$ 1,494,475</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 2,252	\$ 3,000	\$ 3,439	\$ 3,000	\$ 3,000	\$ 3,000
53210 JANITORIAL SUPPLIES	1,803	5,000	616	5,000	5,000	5,000
53310 GENERAL SUPPLIES	1,041,087	1,091,000	855,495	1,176,875	1,176,875	1,176,875
53410 TOOLS & EQUIPMENT	27,904	11,500	12,234	13,500	13,500	13,500
53510 FUEL	6,603	11,000	16,472	12,000	12,000	12,000
53610 MAINT. & REPAIR MATERIALS	107,221	121,000	189,093	128,500	128,500	128,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 1,186,870</b>	<b>\$ 1,242,500</b>	<b>\$ 1,077,349</b>	<b>\$ 1,338,875</b>	<b>\$ 1,338,875</b>	<b>\$ 1,338,875</b>
<b>TOTAL BUDGET</b>	<b>\$ 3,445,062</b>	<b>\$ 3,930,908</b>	<b>\$ 3,324,580</b>	<b>\$ 4,099,990</b>	<b>\$ 4,094,740</b>	<b>\$ 4,094,740</b>

***CITY OF BARTLESVILLE***  
2024-25 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>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 BUDGETED NUMBER OF EMPLOYEES</i></b>
Water Plant Superintendent	1	1	1	1
Assistant Water Plant Supt	1	1	1	1
Electronics Technician	1	1	1	1
Plant Mechanic	3	3	3	3
Lead Water Plant Operator	1	1	1	1
Water Plant Operator	7	7	6	7
Maintenance Worker	0	1	0	1
<b>TOTAL</b>	<b>14</b>	<b>15</b>	<b>13</b>	<b>15</b>

***CITY OF BARTLESVILLE***  
 2024-25 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.

2024 Accomplishments:

- Completed construction on WW reuse pump station and pipeline
- Completed pilot study of water reuse treatment at WWTP
- Started a pilot study for water meter AMI manufacturers
- Started implementation of a paperless system for work order and reporting for water and wastewater crews

2025 Objectives:

- Begin engineering design of WW treatment plant expansion project
- 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				
2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED BUDGET
\$369,592	\$403,611	\$384,292	\$465,954	\$465,954

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Water Operating Fund – Water Administration – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 216,672	\$ 223,500	\$ 225,604	\$ 236,000	\$ 236,000	\$ 236,000
51130 FICA	15,552	17,000	16,610	18,000	18,000	18,000
51140 GROUP INSURANCE	22,305	20,161	20,385	29,629	29,629	29,629
51150 DB RETIREMENT	42,504	40,000	41,178	40,000	40,000	40,000
51170 WORKER'S COMPENSATION	203	-	-	-	-	-
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 297,236</b>	<b>\$ 300,661</b>	<b>\$ 303,777</b>	<b>\$ 323,629</b>	<b>\$ 323,629</b>	<b>\$ 323,629</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 1,941	\$ 1,950	\$ 2,416	\$ 2,500	\$ 2,500	\$ 2,500
52310 UTILITIES & COMMUNICATIONS	12,249	13,000	11,725	12,325	12,325	12,325
52410 PROFESSIONAL SERVICES	43,120	66,500	50,394	105,500	105,500	105,500
52510 OTHER SERVICES	7,891	10,000	8,426	10,000	10,000	10,000
52610 MAINT. & REPAIR SERVICE	-	1,500	-	1,500	1,500	1,500
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 65,201</b>	<b>\$ 92,950</b>	<b>\$ 72,961</b>	<b>\$ 131,825</b>	<b>\$ 131,825</b>	<b>\$ 131,825</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 3,847	\$ 3,000	\$ 2,444	\$ 3,000	\$ 3,000	\$ 3,000
53210 JANITORIAL SUPPLIES	1,943	2,500	1,225	2,500	2,500	2,500
53310 GENERAL SUPPLIES	1,307	2,500	3,820	3,000	3,000	3,000
53510 FUEL	-	1,000	-	1,000	1,000	1,000
53610 MAINT. & REPAIR MATERIALS	58	1,000	65	1,000	1,000	1,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 7,155</b>	<b>\$ 10,000</b>	<b>\$ 7,554</b>	<b>\$ 10,500</b>	<b>\$ 10,500</b>	<b>\$ 10,500</b>
<b>TOTAL BUDGET</b>	<b>\$ 369,592</b>	<b>\$ 403,611</b>	<b>\$ 384,292</b>	<b>\$ 465,954</b>	<b>\$ 465,954</b>	<b>\$ 465,954</b>

# ***CITY OF BARTLESVILLE***

2024-25 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>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 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***

## **2024-25 Operating Budget**

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

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

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

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2024 Accomplishments:

- Repaired 90 water main breaks
- Repaired 67 service line leaks
- Installed 49 new water services
- Completed 8,315 locate work orders
- Achieved 95% reporting on water meters
- Completed the flushing, of approximately 1600 fire hydrants

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2025 Objectives:

- Continue to monitor and replace water mains nearing the end of life
- Complete the annual flushing and testing of fire hydrants
- Continue maintenance of AMI system to achieve 95% reporting on water meters

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

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***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Water Operating Fund – Water Distribution – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 813,708	\$ 1,090,500	\$ 814,847	\$ 1,158,000	\$ 1,158,000	\$ 1,158,000
51120 OVERTIME	31,806	41,000	29,888	41,000	41,000	41,000
51130 FICA	62,511	83,000	62,592	89,000	89,000	89,000
51140 GROUP INSURANCE	234,206	211,687	214,039	325,914	325,914	325,914
51150 DB RETIREMENT	72,840	72,000	71,645	73,000	73,000	73,000
51155 DC RETIREMENT	18,647	32,000	19,004	36,000	36,000	36,000
51170 WORKER'S COMPENSATION	7,293	19,963	19,963	2,373	2,373	2,373
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 1,241,011</b>	<b>\$ 1,550,150</b>	<b>\$ 1,231,978</b>	<b>\$ 1,725,287</b>	<b>\$ 1,725,287</b>	<b>\$ 1,725,287</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 17,178	\$ 19,875	\$ 20,151	\$ 19,125	\$ 12,125	\$ 12,125
52310 UTILITIES & COMMUNICATIONS	4,481	10,000	9,372	13,500	13,500	13,500
52410 PROFESSIONAL SERVICES	44,026	40,000	33,713	40,000	40,000	40,000
52510 OTHER SERVICES	2,744	11,000	29,507	11,000	11,000	11,000
52610 MAINT. & REPAIR SERVICE	10,754	16,000	2,409	16,000	16,000	16,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 79,183</b>	<b>\$ 96,875</b>	<b>\$ 95,152</b>	<b>\$ 99,625</b>	<b>\$ 92,625</b>	<b>\$ 92,625</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,367	\$ 3,000	\$ 2,418	\$ 3,000	\$ 3,000	\$ 3,000
53210 JANITORIAL SUPPLIES	1,002	-	458	-	-	-
53310 GENERAL SUPPLIES	7,031	9,000	6,989	9,000	9,000	9,000
53410 TOOLS & EQUIPMENT	9,307	12,500	17,468	14,000	14,000	14,000
53510 FUEL	49,902	55,000	43,005	55,000	55,000	55,000
53610 MAINT. & REPAIR MATERIALS	284,583	525,000	335,565	475,000	475,000	475,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 353,192</b>	<b>\$ 604,500</b>	<b>\$ 405,903</b>	<b>\$ 556,000</b>	<b>\$ 556,000</b>	<b>\$ 556,000</b>
<b>CAPITAL OUTLAY</b>						
55930 OTHER IMPROVEMENTS	\$ 9,274	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 9,274</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>	<b>\$ 1,682,660</b>	<b>\$ 2,251,525</b>	<b>\$ 1,733,033</b>	<b>\$ 2,380,912</b>	<b>\$ 2,373,912</b>	<b>\$ 2,373,912</b>

# ***CITY OF BARTLESVILLE***

## **2024-25 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>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 BUDGETED NUMBER OF EMPLOYEES</i></b>
Water/Wastewater Manager	1	1	1	1
Construction Crewleader	1	2	1	2
Construction Equipment Operator	1	3	1	4
Construction Laborer	0	0	0	0
Senior Utility Service Coordinator	1	1	1	1
Water Utility Service Rep.	1	3	1	2
Meter Technician	3	3	3	3
Maintenance Worker	7	8	7	8
Utility Inspector	1	1	1	1
<b>TOTAL</b>	<b>16</b>	<b>22</b>	<b>16</b>	<b>22</b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Water Operating Fund – Transfers – Summary**

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

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

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2024 Accomplishments:      N/A

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2025 Objectives:              N/A

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Budget Highlights:              The Water Fund has three transfers. The transfer to the General Fund is for reimbursements of costs for operations of the utilities at the City of Bartlesville and are allocated using a cost accounting approach, the transfer to the Insurance Collision Fund is the Water Fund’s portion of the amount necessary to provide continual funding for the Fund, and the transfer to the Stabilization Reserve Fund was set by ordinance.

**FUND 510 WATER  
DEPT 900 TRANSFERS**

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$2,569,382</b>	<b>\$2,585,280</b>	<b>\$2,385,530</b>	<b>\$2,878,743</b>	<b>\$2,878,743</b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Water Operating Fund – Transfers – Line Item Detail**

<b>TRANSFERS OUT</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
59101 GENERAL FUND	\$ 2,380,940	\$ 2,380,940	\$ 2,211,700	\$ 2,661,815	\$ 2,661,815	\$ 2,661,815
59663 AUTO COLLISION INSURANCE	25,000	25,000	25,000	25,000	25,000	25,000
59670 STABILIZATION RESERVE FUND	163,442	179,340	148,830	192,173	191,928	191,928
<b>TOTAL TRANSFERS</b>	<b>\$ 2,569,382</b>	<b>\$ 2,585,280</b>	<b>\$ 2,385,530</b>	<b>\$ 2,878,988</b>	<b>\$ 2,878,743</b>	<b>\$ 2,878,743</b>
<b>TOTAL BUDGET</b>	<b>\$ 2,569,382</b>	<b>\$ 2,585,280</b>	<b>\$ 2,385,530</b>	<b>\$ 2,878,988</b>	<b>\$ 2,878,743</b>	<b>\$ 2,878,743</b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Sanitation Operating Fund – Expenditure and Revenue Summary**

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>		<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Sanitation		\$ 3,248,715	\$ 3,564,131	\$ 3,058,932	\$ 3,825,601
Transfers Out:	To General	1,665,144	1,665,144	1,665,144	1,693,882
	To Stabilization Reserve Fund	102,302	104,586	102,302	110,390
	To Capital Reserve Fund	880,000	880,000	880,000	880,000
Reserves:	Contingency	-	71,283	-	76,512
	Compensated Absences Reserve	-	63,714	-	64,206
<b>Total Expenditures and Reserves</b>		<b><u>\$ 5,896,161</u></b>	<b><u>\$ 6,348,858</u></b>	<b><u>\$ 5,706,378</u></b>	<b><u>\$ 6,650,591</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>		<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Charges for Services		\$ 5,946,618	\$ 6,228,424	\$ 6,349,556	\$ 6,683,248
Donations and Miscellaneous		922	-	856	-
Fund Balance		218,575	270,039	261,319	905,353
<b>Total Available for Appropriation</b>		<b><u>\$ 6,166,115</u></b>	<b><u>\$ 6,498,463</u></b>	<b><u>\$ 6,611,731</u></b>	<b><u>\$ 7,588,601</u></b>

***CITY OF BARTLESVILLE***  
**2024-25 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.

2024 Accomplishments:

- Provided routine residential and commercial refuse collection
- Participated in annual hazardous waste disposal
- Provided spring and fall yard waste collections
- Continued annual residential customer coupon program

2025 Objectives:

- Continue to support and provide programs that promote a cleaner community
- Perform street sweeping on a more consistent schedule
- Improve the general maintenance of city owned commercial containers

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**

2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED BUDGET
\$3,248,715	\$3,564,131	\$3,058,932	\$3,825,601	\$3,825,601



***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Sanitation Operating Fund – Sanitation – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 1,316,727	\$ 1,574,000	\$ 1,304,687	\$ 1,609,000	\$ 1,609,000	\$ 1,609,000
51120 OVERTIME	5,640	13,000	8,254	13,000	13,000	13,000
51130 FICA	97,562	120,000	97,161	124,000	124,000	124,000
51140 GROUP INSURANCE	345,732	312,490	315,962	466,650	466,650	466,650
51150 DB RETIREMENT	102,853	101,000	90,434	91,000	91,000	91,000
51155 DC RETIREMENT	30,132	43,000	30,680	44,000	44,000	44,000
51170 WORKER'S COMPENSATION	12,020	3,305	3,305	9,015	9,015	9,015
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 1,910,666</b>	<b>\$ 2,166,795</b>	<b>\$ 1,850,483</b>	<b>\$ 2,356,665</b>	<b>\$ 2,356,665</b>	<b>\$ 2,356,665</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 3,498	\$ 7,900	\$ 6,161	\$ 7,900	\$ 7,900	\$ 7,900
52310 UTILITIES & COMMUNICATIONS	10,898	11,500	10,150	11,500	11,500	11,500
52510 OTHER SERVICES	913,932	930,000	879,625	1,012,000	1,012,000	1,012,000
52610 MAINT. & REPAIR SERVICE	14,404	30,000	13,387	30,000	30,000	30,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 942,732</b>	<b>\$ 979,400</b>	<b>\$ 909,323</b>	<b>\$ 1,061,400</b>	<b>\$ 1,061,400</b>	<b>\$ 1,061,400</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 758	\$ 2,500	\$ 259	\$ 2,500	\$ 2,500	\$ 2,500
53210 JANITORIAL SUPPLIES	2,800	2,750	1,775	2,750	2,750	2,750
53310 GENERAL SUPPLIES	12,036	19,686	17,552	19,686	9,286	9,286
53410 TOOLS & EQUIPMENT	36,459	39,000	202	39,000	39,000	39,000
53510 FUEL	167,733	174,000	151,422	174,000	174,000	174,000
53610 MAINT. & REPAIR MATERIALS	175,531	180,000	127,916	180,000	180,000	180,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 395,317</b>	<b>\$ 417,936</b>	<b>\$ 299,126</b>	<b>\$ 417,936</b>	<b>\$ 407,536</b>	<b>\$ 407,536</b>
<b>TOTAL BUDGET</b>	<b>\$ 3,248,715</b>	<b>\$ 3,564,131</b>	<b>\$ 3,058,932</b>	<b>\$ 3,836,001</b>	<b>\$ 3,825,601</b>	<b>\$ 3,825,601</b>

***CITY OF BARTLESVILLE***  
2024-25 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>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 BUDGETED NUMBER OF EMPLOYEES</i></b>
Public Works Director	1	1	1	1
Assitant Public Works Director	0	0.5	0	0.5
Sanitation Supervisor	1	1	1	1
Equipment Operator	2	2	2	2
Refuse Driver	10	9	8	11
Senior Administrative Assistant	1	1	1	1
Sanitation Maintenance Tech	1	1	1	1
Sanitation Collector	13	16	14	14
<b>TOTAL</b>	<b>29</b>	<b>31.5</b>	<b>28</b>	<b>31.5</b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Sanitation Operating Fund – Transfers – Summary**

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

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

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2024 Accomplishments:      N/A

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2025 Objectives:              N/A

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Budget Highlights:              The Sanitation Fund has three transfers. The transfer to the General Fund is for reimbursements of costs for operations of the utilities at the City of Bartlesville and are allocated using a cost accounting approach, the transfer to the Insurance Collision Fund is the Sanitation Fund's portion of the amount necessary to provide continual funding for the Fund, and the transfer to the Stabilization Reserve Fund was set by ordinance.

**FUND 511 SANITATION  
DEPT 900 TRANSFERS**

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$2,647,446</b>	<b>\$2,649,730</b>	<b>\$2,647,446</b>	<b>\$2,684,272</b>	<b>\$2,684,272</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Sanitation Operating Fund – Transfers – Line Item Detail

<b>TRANSFERS OUT</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
59101 GENERAL FUND	\$ 1,665,144	\$ 1,665,144	\$ 1,665,144	\$ 1,693,882	\$ 1,693,882	\$ 1,693,882
59670 STABILIZATION RESERVE FUND	102,302	104,586	102,302	110,390	110,390	110,390
59675 CAPITAL RESERVE FUND	880,000	880,000	880,000	880,000	880,000	880,000
<b>TOTAL TRANSFERS</b>	<b>\$ 2,647,446</b>	<b>\$ 2,649,730</b>	<b>\$ 2,647,446</b>	<b>\$ 2,684,272</b>	<b>\$ 2,684,272</b>	<b>\$ 2,684,272</b>
<b>TOTAL BUDGET</b>	<b>\$ 2,647,446</b>	<b>\$ 2,649,730</b>	<b>\$ 2,647,446</b>	<b>\$ 2,684,272</b>	<b>\$ 2,684,272</b>	<b>\$ 2,684,272</b>

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget**

### **Adams Municipal Golf Course Fund – Expenditure and Revenue Summary**

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

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>		<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
Golf Course		\$ 465,916	\$ 491,691	\$ 519,493	\$ 609,957
Pro Shop		128,428	143,650	142,398	655,700
Reserves:	Contingency	-	9,834	-	12,199
	Compensated Absences Reserve	-	20,747	-	18,740
<b>Total Expenditures and Reserves</b>		<b>\$ 594,344</b>	<b>\$ 665,922</b>	<b>\$ 661,891</b>	<b>\$ 1,296,596</b>

#### ***Revenues***

<b>REVENUE BY SOURCE</b>		<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
Charges for Services		\$ 420,466	\$ 381,600	\$ 470,988	\$ 469,200
Interest and Investment Income		2,292	-	-	-
Donations and Miscellaneous		-	-	-	-
Other Financing Sources		-	-	-	-
Transfer In:	From General	135,941	282,054	282,052	686,514
Fund Balance		53,140	(23,632)	49,733	140,882
<b>Total Available for Appropriation</b>		<b>\$ 611,839</b>	<b>\$ 640,022</b>	<b>\$ 802,773</b>	<b>\$ 1,296,596</b>

***CITY OF BARTLESVILLE***  
**2024-25 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.

2024 Accomplishments: • Maintained Course during the drought

2025 Objectives: • Improve turf quality in fairways and roughs with tree removal  
 • Improve speed and consistency of greens

Budget Highlights: The major expenditures in this department are personnel costs and general supplies necessary to operate a Golf Course.

**FUND 513 GOLF COURSE**  
**DEPT 445 GOLF COURSE**

2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED BUDGET
\$465,916	\$491,691	\$519,493	\$609,957	\$609,957

**CITY OF BARTLESVILLE**  
**2024-25 Operating Budget**  
**Adams Municipal Golf Course Fund – Golf Course – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 226,309	\$ 243,000	\$ 241,593	\$ 261,000	\$ 261,000	\$ 261,000
51120 OVERTIME	-	1,000	-	1,000	1,000	1,000
51130 FICA	16,394	19,000	18,502	20,000	20,000	20,000
51140 GROUP INSURANCE	33,458	30,241	30,577	59,257	59,257	59,257
51150 DB RETIREMENT	41,224	39,000	40,731	39,000	39,000	39,000
51155 DC RETIREMENT	819	1,000	778	3,000	3,000	3,000
51170 WORKER'S COMPENSATION	1,216	-	-	-	-	-
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 319,420</b>	<b>\$ 333,241</b>	<b>\$ 332,181</b>	<b>\$ 383,257</b>	<b>\$ 383,257</b>	<b>\$ 383,257</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 33,509	\$ 27,400	\$ 43,291	\$ 58,250	\$ 55,750	\$ 55,750
52310 UTILITIES & COMMUNICATIONS	11,154	14,300	9,789	15,400	15,400	15,400
52510 OTHER SERVICES	189	1,000	1,900	1,000	1,000	1,000
52610 MAINT. & REPAIR SERVICE	5,613	7,400	7,809	8,000	8,000	8,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 50,465</b>	<b>\$ 50,100</b>	<b>\$ 62,789</b>	<b>\$ 82,650</b>	<b>\$ 80,150</b>	<b>\$ 80,150</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 333	\$ 250	\$ 230	\$ 300	\$ 300	\$ 300
53210 JANITORIAL SUPPLIES	294	600	250	500	500	500
53310 GENERAL SUPPLIES	56,808	48,900	68,697	81,200	81,200	81,200
53410 TOOLS & EQUIPMENT	853	1,150	716	1,300	1,300	1,300
53510 FUEL	7,007	16,000	15,421	17,500	17,500	17,500
53610 MAINT. & REPAIR MATERIALS	30,736	41,450	39,209	45,750	45,750	45,750
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 96,031</b>	<b>\$ 108,350</b>	<b>\$ 124,523</b>	<b>\$ 146,550</b>	<b>\$ 146,550</b>	<b>\$ 146,550</b>
<b>TOTAL BUDGET</b>	<b>\$ 465,916</b>	<b>\$ 491,691</b>	<b>\$ 519,493</b>	<b>\$ 612,457</b>	<b>\$ 609,957</b>	<b>\$ 609,957</b>

# ***CITY OF BARTLESVILLE***

## **2024-25 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>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 BUDGETED NUMBER OF EMPLOYEES</i></b>
Golf Course Superintendent	1	1	1	1
Golf Course Supervisor	1	1	1	1
Maintenance Worker	2	2	1	2
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>4</b>



***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Adams Municipal Golf Course Fund – Pro Shop – 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 professional golf staff. Golf lessons and clinics are available to the public.

2024 Accomplishments: • Provided customer service to patrons using the Golf Course

2025 Objectives: • Continue to provide excellent customer service to patrons of the Golf Course

Budget Highlights: The Golf Course director operates the Pro Shop and the City obtains no revenues from its operation. The main expenditures are contract fees for the golf course director and general expenses of operating the Pro Shop.

**FUND 513 GOLF COURSE**  
**DEPT 446 PRO SHOP**

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$128,428</b>	<b>\$143,650</b>	<b>\$142,398</b>	<b>\$655,700</b>	<b>\$655,700</b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Adams Municipal Golf Course Fund – Pro Shop – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
52110 EMPLOYMENT SERVICES	\$ 325	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ 500,000
52310 UTILITIES & COMMUNICATIONS	13,807	15,000	13,280	16,250	16,250	16,250
52410 PROFESSIONAL SERVICES	102,755	114,000	114,312	124,000	124,000	124,000
52510 OTHER SERVICES	3,253	5,800	5,293	5,800	5,800	5,800
52610 MAINT. & REPAIR SERVICE	685	1,000	-	1,000	1,000	1,000
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 120,825</b>	<b>\$ 135,800</b>	<b>\$ 132,885</b>	<b>\$ 647,050</b>	<b>\$ 647,050</b>	<b>\$ 647,050</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 159	\$ 850	\$ 566	\$ 900	\$ 900	\$ 900
53210 JANITORIAL SUPPLIES	3,089	2,750	3,283	3,000	3,000	3,000
53310 GENERAL SUPPLIES	578	500	2,126	750	750	750
53410 TOOLS & EQUIPMENT	-	-	309	-	-	-
53610 MAINT. & REPAIR MATERIALS	3,777	3,750	3,229	4,000	4,000	4,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 7,603</b>	<b>\$ 7,850</b>	<b>\$ 9,513</b>	<b>\$ 8,650</b>	<b>\$ 8,650</b>	<b>\$ 8,650</b>
<b>TOTAL BUDGET</b>	<b>\$ 128,428</b>	<b>\$ 143,650</b>	<b>\$ 142,398</b>	<b>\$ 655,700</b>	<b>\$ 655,700</b>	<b>\$ 655,700</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Sooner Pool Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Sooner Pool	\$ 51,904	\$ 78,002	\$ 28,379	\$ 78,002
Reserves:       Contingency	-	1,560	-	1,560
<b>Total Expenditures and Reserves</b>	<b><u>\$ 51,904</u></b>	<b><u>\$ 79,562</u></b>	<b><u>\$ 28,379</u></b>	<b><u>\$ 79,562</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Interest and Investment Income	\$ 213	\$ -	\$ 743	\$ -
Transfer In:       From General	49,871	72,245	74,240	71,179
Fund Balance	23,124	7,317	21,779	68,383
<b>Total Available for Appropriation</b>	<b><u>\$ 73,208</u></b>	<b><u>\$ 79,562</u></b>	<b><u>\$ 96,762</u></b>	<b><u>\$ 139,562</u></b>

***CITY OF BARTLESVILLE***  
**2024-25 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.

2024 Accomplishments:

- Successfully negotiated a management agreement with the YMCA for the operation of Sooner Swimming Pool for the Summer 2024 season
- Opened splash pad for the season

2025 Objectives:

- Continue to work with the YMCA to explore opportunities to maximize the public's opportunities to use Sooner Swimming Pool and minimize the public cost of operation

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

**FUND 515 SOONER POOL  
DEPT 433 POOLS**

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$51,904</b>	<b>\$78,002</b>	<b>\$28,379</b>	<b>\$78,002</b>	<b>\$78,002</b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Sooner Pool Fund – Swimming Pool – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
52310 UTILITIES & COMMUNICATIONS	\$ 6,351	\$ 9,275	\$ 4,464	\$ 9,275	\$ 9,275	\$ 9,275
52410 PROFESSIONAL SERVICES	32,750	45,850	22,457	45,850	45,850	45,850
52510 OTHER SERVICES	-	300	-	300	300	300
52610 MAINT. & REPAIR SERVICE	1,241	930	427	930	930	930
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 40,342</b>	<b>\$ 56,355</b>	<b>\$ 27,348</b>	<b>\$ 56,355</b>	<b>\$ 56,355</b>	<b>\$ 56,355</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53310 GENERAL SUPPLIES	\$ 8,557	\$ 17,397	\$ -	\$ 17,397	\$ 17,397	\$ 17,397
53410 TOOLS & EQUIPMENT	-	250	-	250	250	250
53610 MAINT. & REPAIR MATERIALS	3,005	4,000	1,031	4,000	4,000	4,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 11,562</b>	<b>\$ 21,647</b>	<b>\$ 1,031</b>	<b>\$ 21,647</b>	<b>\$ 21,647</b>	<b>\$ 21,647</b>
<b>TOTAL BUDGET</b>	<b>\$ 51,904</b>	<b>\$ 78,002</b>	<b>\$ 28,379</b>	<b>\$ 78,002</b>	<b>\$ 78,002</b>	<b>\$ 78,002</b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Frontier Pool Fund – Expenditure and Revenue Summary**

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Frontier Pool	\$ 52,275	\$ 92,382	\$ 49,313	\$ 92,382
Reserves:       Contingency	-	1,848	-	1,848
<b>Total Expenditures and Reserves</b>	<b><u>\$ 52,275</u></b>	<b><u>\$ 94,230</u></b>	<b><u>\$ 49,313</u></b>	<b><u>\$ 94,230</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Interest and Investment Income	\$ 209	\$ -	\$ 840	\$ -
Transfer In:       From General	60,921	94,205	94,201	95,013
Fund Balance	3,057	25	23,489	69,217
<b>Total Available for Appropriation</b>	<b><u>\$ 64,187</u></b>	<b><u>\$ 94,230</u></b>	<b><u>\$ 118,530</u></b>	<b><u>\$ 164,230</u></b>

***CITY OF BARTLESVILLE***  
**2024-25 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.

2024 Accomplishments: • Successfully negotiated a management agreement with the YMCA for the operation of Frontier Swimming Pool for the Summer 2024 season

2025 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  
 • Provide routine maintenance

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				
2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED BUDGET
\$52,275	\$92,382	\$49,313	\$92,382	\$92,382

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Frontier Pool Fund – Swimming Pool – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
52310 UTILITIES & COMMUNICATIONS	\$ 13,202	\$ 13,865	\$ 13,504	\$ 13,865	\$ 13,865	\$ 13,865
52410 PROFESSIONAL SERVICES	32,750	48,600	22,457	48,600	48,600	48,600
52510 OTHER SERVICES	-	300	-	300	300	300
52610 MAINT. & REPAIR SERVICE	635	600	5,385	600	600	600
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 46,587</b>	<b>\$ 63,365</b>	<b>\$ 41,346</b>	<b>\$ 63,365</b>	<b>\$ 63,365</b>	<b>\$ 63,365</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53310 GENERAL SUPPLIES	\$ 4,824	\$ 24,767	\$ 7,845	\$ 24,767	\$ 24,767	\$ 24,767
53410 TOOLS & EQUIPMENT	-	250	-	250	250	250
53610 MAINT. & REPAIR MATERIALS	864	4,000	122	4,000	4,000	4,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 5,688</b>	<b>\$ 29,017</b>	<b>\$ 7,967</b>	<b>\$ 29,017</b>	<b>\$ 29,017</b>	<b>\$ 29,017</b>
<b>TOTAL BUDGET</b>	<b>\$ 52,275</b>	<b>\$ 92,382</b>	<b>\$ 49,313</b>	<b>\$ 92,382</b>	<b>\$ 92,382</b>	<b>\$ 92,382</b>



***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Municipal Airport Fund – Expenditure and Revenue Summary**

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Airport	\$ 605,714	\$ 640,466	\$ 616,150	\$ 706,086
Reserves:      Contingency	-	12,809	-	14,122
Compensated Absences Reserve	-	16,761	-	27,406
<b>Total Expenditures and Reserves</b>	<b><u>\$ 605,714</u></b>	<b><u>\$ 670,036</u></b>	<b><u>\$ 616,150</u></b>	<b><u>\$ 747,614</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Charges for Services	\$ 526,201	\$ 358,000	\$ 544,369	\$ 526,200
Donations and Miscellaneous	17,266	-	-	-
Intergovernmental	90,691	-	-	-
Transfer In:      From General	36,472	227,975	227,968	-
Fund Balance	247,547	84,061	313,459	469,646
<b>Total Available for Appropriation</b>	<b><u>\$ 918,177</u></b>	<b><u>\$ 670,036</u></b>	<b><u>\$ 1,085,796</u></b>	<b><u>\$ 995,846</u></b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Municipal Airport Fund – Airport – Summary**

**Department Mission:** To provide and maintain a safe, secure, and efficient City owned and operated nation business Airport for General Aviation (GA) public use.

**Department Description:** The Airport Operations Dept. manages all of areas of Airport operations: airfield self-inspections, FBO management, fuel farm (ensuring adequate supply of on spec fuel), Airport hangar and space leases, winter operations, grounds keeping, planning airport development projects, interfacing with FAA and Nation Weather Service, maintenance of the facility in conjunction with other departments within the City, and safety plan oversight of on airport construction projects.

**2024 Accomplishments:**

- Hosted the inaugural “Back to Bartlesville” Regional Fly-In
- FAA installed hew data line from the RCO to Terminal E-closet
- Worked with engineering consultants to design a 20 year plan

**2025 Objectives:**

- Host the 2<sup>nd</sup> Bartlesville Regional ‘Back to Bartlesville’ Fly-In
- Collaborate with the BDA to develop a plan to construct a MRO hangar facility

**Budget Highlights:** The Major budget expenditures are for airport operations personnel, fuel inventory, utilities, and general expenses associated with maintenance of the airport facility.

					<b>FUND 517 AIRPORT DEPT 147 AIRPORT</b>
<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>	
<b>\$605,714</b>	<b>\$640,466</b>	<b>\$616,150</b>	<b>\$706,086</b>	<b>\$706,086</b>	

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Municipal Airport Fund – Airport – Line Item Detail**

<b>PERSONNEL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
51110 REGULAR SALARIES	\$ 368,393	\$ 372,250	\$ 382,679	\$ 403,000	\$ 403,000	\$ 403,000
51130 FICA	26,511	29,000	28,063	31,000	31,000	31,000
51140 GROUP INSURANCE	55,763	50,402	50,962	74,071	74,071	74,071
51155 DC RETIREMENT	19,794	21,000	21,292	23,000	23,000	23,000
51170 WORKER'S COMPENSATION	2,026	839	839	2,375	2,375	2,375
<b>TOTAL PERSONAL SERVICES</b>	<b>\$ 472,487</b>	<b>\$ 473,491</b>	<b>\$ 483,835</b>	<b>\$ 533,446</b>	<b>\$ 533,446</b>	<b>\$ 533,446</b>
<b>CONTRACTUAL SERVICES</b>						
52110 EMPLOYMENT SERVICES	\$ 359	\$ 300	\$ 505	\$ 300	\$ 300	\$ 300
52310 UTILITIES & COMMUNICATIONS	51,398	70,000	45,509	70,000	70,000	70,000
52410 PROFESSIONAL SERVICES	350	-	3,028	3,000	3,000	3,000
52510 OTHER SERVICES	36,171	38,625	33,464	26,740	26,740	26,740
52610 MAINT. & REPAIR SERVICE	14,940	25,000	9,696	30,000	30,000	30,000
52810 INSURANCE & BONDS	13,500	17,550	14,850	14,850	14,850	14,850
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 116,718</b>	<b>\$ 151,475</b>	<b>\$ 107,052</b>	<b>\$ 144,890</b>	<b>\$ 144,890</b>	<b>\$ 144,890</b>
<b>MATERIALS &amp; SUPPLIES</b>						
53110 OFFICE EQUIP. & SUPPLIES	\$ 126	\$ 500	\$ 69	\$ 750	\$ 750	\$ 750
53210 JANITORIAL SUPPLIES	828	800	1,096	1,500	1,500	1,500
53310 GENERAL SUPPLIES	3,390	2,700	6,938	4,500	3,000	3,000
53410 TOOLS & EQUIPMENT	625	2,000	380	2,000	2,000	2,000
53510 FUEL	4,461	5,500	4,086	5,500	5,500	5,500
53610 MAINT. & REPAIR MATERIALS	7,079	4,000	12,694	15,000	15,000	15,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ 16,509</b>	<b>\$ 15,500</b>	<b>\$ 25,263</b>	<b>\$ 29,250</b>	<b>\$ 27,750</b>	<b>\$ 27,750</b>
<b>TOTAL BUDGET</b>	<b>\$ 605,714</b>	<b>\$ 640,466</b>	<b>\$ 616,150</b>	<b>\$ 707,586</b>	<b>\$ 706,086</b>	<b>\$ 706,086</b>

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget Municipal Airport Fund – Airport – Personnel and Capital Detail**

**FUND 517 AIRPORT  
DEPT 147 AIRPORT**

### ***PERSONNEL SCHEDULE***

<b><i>CLASSIFICATION</i></b>	<b><i>2022-23 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 BUDGETED NUMBER OF EMPLOYEES</i></b>	<b><i>2023-24 ACTUAL NUMBER OF EMPLOYEES</i></b>	<b><i>2024-25 BUDGETED NUMBER OF EMPLOYEES</i></b>
Airport Director	1	1	1	1
Airport Lead Operations Tech	1	1	1	1
Airport Operations Tech	3	3	3	3
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

# INTERNAL SERVICE FUNDS



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**CITY OF BARTLESVILLE**  
**2024-25 Operating Budget**  
**Internal Service Funds – Summary by Fund or Source**

**Expenditures and Reserves**

<b>EXPENDITURES BY FUND</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
Workers' Compensation	\$ 172,021	\$ 430,000	\$ 166,925	\$ 430,000
Health Insurance	4,584,636	4,987,780	4,987,780	5,531,208
Auto Collision Insurance	50,692	443,559	21,513	443,559
Stabilization Reserve	-	13,225,425	-	14,776,368
Capital Reserve	3,286,474	12,390,050	3,442,882	20,453,000
<b>Total Expenditures and Reserves</b>	<b>\$ 8,093,823</b>	<b>\$31,476,814</b>	<b>\$ 8,619,100</b>	<b>\$41,634,135</b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
Interest and Investment Income	\$ 117,883	\$ -	\$ 177,413	\$ -
Donations and Miscellaneous	13,062	-	29,709	-
Employee Contributions	513,214	450,000	565,000	537,000
Retiree Contributions	72,254	125,000	67,123	140,000
Contributions from Operating Departments	101,160	93,460	93,460	132,951
Reimbursement of Operations	3,122,739	3,771,526	3,771,526	4,533,171
Reimbursement by Contract	468,952	320,000	400,000	320,000
Wastewater capital investment fee	3,128,200	2,348,023	3,178,176	3,407,005
Water capital investment fee	1,766,009	1,770,000	1,689,501	1,770,000
Transfers In: General Fund	3,029,469	2,926,017	2,926,017	3,156,324
Wastewater	127,430	131,831	131,831	142,301
Water	188,442	204,340	204,340	216,928
Sanitation	982,302	984,586	984,586	990,390
Fund Balance	24,414,829	29,778,546	30,261,616	35,861,198
<b>Total Available for Appropriation</b>	<b>\$38,045,945</b>	<b>\$42,903,329</b>	<b>\$44,480,298</b>	<b>\$51,207,268</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Worker's Compensation Fund– Summary

Fund Mission: N/A

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Fund Description: The Worker's Compensation Fund was established to account for the disbursement of funds to pay the City's Worker's compensation claims. The City is self-insured and holds no worker's compensation policy, preferring to be "own-risk" insured.

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2024 Accomplishments: N/A

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2025 Objectives: N/A

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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***

## **2024-25 Operating Budget**

### **Worker's Compensation Fund – Expenditure and Revenue Summary**

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

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Work Comp Claims	\$ 136,786	\$ 400,000	\$ 138,208	\$ 400,000
Administration	35,235	30,000	28,717	30,000
Total Expenditures	<b><u>\$ 172,021</u></b>	<b><u>\$ 430,000</u></b>	<b><u>\$ 166,925</u></b>	<b><u>\$ 430,000</u></b>

#### ***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Interest and Investment Income	\$ 14,282	\$ -	\$ 12,413	\$ -
Donations and Miscellaneous	5,126	-	7,666	-
Contributions from Operating Departments	101,160	93,460	93,460	132,951
Fund Balance	401,892	336,540	350,435	297,049
Total Available for Appropriation	<b><u>\$ 522,460</u></b>	<b><u>\$ 430,000</u></b>	<b><u>\$ 463,974</u></b>	<b><u>\$ 430,000</u></b>

## ***CITY OF BARTLESVILLE***

### **2024-25 Operating Budget Health Insurance Fund– Summary**

Fund Mission: N/A

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Fund Description: The Health Insurance Fund was established to account for the receipt and disbursement of funds related to the City’s health insurance claims. The City is self-insured and holds only a stop loss health insurance policy that prevents individual claims from exceeding \$75,000.

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2024 Accomplishments: N/A

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2025 Objectives: N/A

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Budget Highlights: The only expenditures in this fund are health insurance claims and administrative fees that are paid from the General Services Department.

**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
Health Insurance Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
Medical/Dental Claims	\$ 3,718,707	\$ 4,291,576	\$ 4,291,576	\$ 4,618,050
Administration and Consultant Fees	865,929	696,204	696,204	913,158
Total Expenditures	<u><b>\$ 4,584,636</b></u>	<u><b>\$ 4,987,780</b></u>	<u><b>\$ 4,987,780</b></u>	<u><b>\$ 5,531,208</b></u>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
Employee Contributions	\$ 513,214	\$ 450,000	\$ 565,000	\$ 537,000
Retiree Contributions	72,254	125,000	67,123	140,000
Investment Earnings	103,601	-	165,000	-
Reimbursement of Operations	3,122,739	3,771,526	3,771,526	4,533,171
Reimbursement by Contract	468,952	320,000	400,000	320,000
Fund Balance	321,094	321,254	20,168	1,037
Total Available for Appropriation	<u><b>\$ 4,601,854</b></u>	<u><b>\$ 4,987,780</b></u>	<u><b>\$ 4,988,817</b></u>	<u><b>\$ 5,531,208</b></u>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Auto Collision Insurance Fund– Summary

Fund Mission: N/A

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Fund Description: The Auto Collision Fund was established to help mitigate the City’s self-insurance risk as it applies to automobile physical damage and collision. The City insures all vehicles for liability damage, and the City’s employees while operating the vehicles are covered by Worker’s Compensation Insurance. However, the City is “own risk” for purposes of auto collision and physical damage.

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2024 Accomplishments: N/A

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2025 Objectives: N/A

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Budget Highlights: The only budgeted expenditures for this fund are for the payment of auto physical damage and collision claims.

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget**

### **Auto Collision Insurance Fund – Expenditure and Revenue Summary**

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

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Auto Collision Claims	\$ 50,692	\$ 443,559	\$ 21,513	\$ 443,559
Total Expenditures	<u>\$ 50,692</u>	<u>\$ 443,559</u>	<u>\$ 21,513</u>	<u>\$ 443,559</u>

#### ***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Donations and Miscellaneous	\$ 7,936	\$ -	\$ 22,043	\$ -
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>477,622</u>	<u>532,627</u>	<u>509,865</u>	<u>585,395</u>
Total Available for Appropriation	<u>\$ 560,558</u>	<u>\$ 607,627</u>	<u>\$ 606,908</u>	<u>\$ 660,395</u>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Stabilization Reserve Fund– Summary

Fund Mission: N/A

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Fund Description: The Stabilization Reserve Fund was established by an ordinance of the Council, which was adopted in fiscal year 2010-11. This ordinance was effective for all fiscal years beginning after July 1, 2011. This fund receives contributions from the operating funds in accordance with this ordinance and provides a means to account for these balances. All balances held in this fund are restricted in accordance with the enabling legislation.

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2024 Accomplishments: N/A

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2025 Objectives: N/A

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Budget Highlights: This fund has no budgeted expenditures and all amounts held in this fund are restricted in accordance with the City’s Stabilization Reserve Fund ordinance.

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Stabilization Reserve Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
General Fund Reserve	\$ -	\$ 8,736,518	\$ -	\$ 9,867,842
Wastewater Fund Reserve	-	1,194,089	-	1,311,390
Water Fund Reserve	-	1,997,904	-	2,189,832
Sanitation Fund Reserve	-	1,296,914	-	1,407,304
Total Expenditures and Reserves	<u>\$ -</u>	<u>\$ 13,225,425</u>	<u>\$ -</u>	<u>\$ 14,776,368</u>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Transfers In: General Fund	\$ 1,354,469	\$ 901,017	\$ 901,017	\$ 1,131,324
Wastewater	102,430	106,831	106,831	117,301
Water	163,442	179,340	179,340	191,928
Sanitation	102,302	104,586	104,586	110,390
Fund Balance	<u>10,211,008</u>	<u>11,933,651</u>	<u>11,933,651</u>	<u>13,225,425</u>
Total Available for Appropriation	<u>\$ 11,933,651</u>	<u>\$ 13,225,425</u>	<u>\$ 13,225,425</u>	<u>\$ 14,776,368</u>

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget Capital Reserve Fund– Summary**

Fund Mission: N/A

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Fund Description: The Capital Reserve Fund was established by an ordinance of the Council, which was adopted in fiscal year 2010-11. This ordinance was effective for all fiscal years beginning after July 1, 2011. However, the ordinance allowed a grace period for all funds that were required to participate, so that long-term capital plans may be formed prior to participation in this fund. This fund receives contributions from the operating funds in accordance with this ordinance and provides a means to account for these balances. All balances held in this fund are restricted in accordance with the enabling legislation.

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2024 Accomplishments: N/A

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2025 Objectives: N/A

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Budget Highlights: This fund has no budgeted expenditures and all amounts held in this fund are restricted in accordance with the City's Capital Reserve Fund ordinance.



**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
Capital Reserve Fund – Expenditure and Revenue Summary

**Expenditures and Reserves**

<b>EXPENDITURES BY DEPARTMENT OR PURPOSE</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
General	\$ 1,342,664	\$ 3,817,050	\$ 1,688,890	\$ 3,875,000
Wastewater	907,701	3,860,000	938,369	5,190,000
Water	976,990	1,825,000	790,644	8,500,000
Sanitation	59,119	2,888,000	24,979	2,888,000
Total Expenditures	<u><b>\$ 3,286,474</b></u>	<u><b>\$ 12,390,050</b></u>	<u><b>\$ 3,442,882</b></u>	<u><b>\$ 20,453,000</b></u>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
Wastewater Capital Investment Fee	\$ 3,128,200	\$ 2,348,023	\$ 3,178,176	\$ 3,407,005
Water Capital Investment Fee	1,766,009	1,770,000	1,689,501	1,770,000
Transfers In: General	1,650,000	2,000,000	2,000,000	2,000,000
Sanitation	880,000	880,000	880,000	880,000
Fund Balance	13,003,213	16,654,474	17,447,497	21,752,292
Total Available for Appropriation	<u><b>\$ 20,427,422</b></u>	<u><b>\$ 23,652,497</b></u>	<u><b>\$ 25,195,174</b></u>	<u><b>\$ 29,809,297</b></u>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Capital Reserve Fund Capital Outlay Detail**

***Capital Schedule***

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
120	New	Council room audio/video	\$ 3,383	\$ -	\$ -	\$ -
170	19009	Tyler Doc Mgmt (25% - replace Fortis)	11,248	-	-	-
170	N/A	City APP Development	853	-	-	-
170	19011	Tyler Incode Court (replace Sleuth)	19,966	-	-	-
170	N/A	Strategic Plan Priorities	-	250,000	-	250,000
170	New	Strategic Plan- Comprehensive Plan Update	-	250,000	250,000	10,000
170	N/A	City Hall Restroom Remodel	16,500	267,000	-	267,000
170	N/A	City Hall Lighting and Energy Eff upgrades	-	200,000	-	200,000
170	New	City Hall Security Upgrades	12,102	351,000	-	351,000
170	N/A	City Hall Staircase Column Rehabilitation	-	20,000	-	20,000
170	New	DocuWare Cloud	-	-	-	20,000
170	New	Zoning Code Update	-	-	-	180,000
170	New	Subdivision Regulations Update	-	-	-	80,000
170	New	Misc Office Equip for New Employees	-	-	-	25,000
170	New	City Hall pool car	-	-	-	50,000
185	N/A	Windows Server upgrades	59,134	-	-	-
185	N/A	Tyler Detect	-	23,000	23,000	-
190	N/A	GIS Address Point Update	27,600	25,000	400	-
195	N/A	Fuel Pump Replacement	26,497	-	-	-
195	New	Auto/Light Truck Tire Changing Machine	-	-	-	6,000
195	New	Ranger R26FLT Super Duty Truck Tire Chang	-	-	-	10,000
250	N/A	SCBA Compressor	55,000	-	-	-
250	N/A	Purchase Property west of Central Fire	214,525	-	-	-
250	N/A	Storage Building	-	70,000	50,500	19,500
250	N/A	Thermal Imaging Camera (x2)	5,690	7,200	7,200	-
250	N/A	Pumper Truck	-	900,000	900,000	-
250	New	Tanker/Engine- 2000 Gallon	-	-	-	700,000
250	New	Wildland Firefighting Boots (x70)	-	-	-	21,000
250	New	Automatic Emergency Defibrilators	-	-	-	25,000
250	New	Multi-Gas Monitors (x5)	-	-	-	7,000
270	N/A	Security Fencing	8,328	35,000	32,256	-
270	N/A	Add'l funds for Taser Lease	2,803	-	-	-
270	New	Patrol Unit Technology Replacement (70)	-	388,850	388,850	-

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Capital Reserve Fund Capital Outlay Detail**  
(continued)

<b>DEPARTMENT</b>	<b>PROJECT NUMBER</b>	<b>DESCRIPTION</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
328	N/A	Two Dump Trucks/Snow Equip- supplement	123,501	-	-	-
328	N/A	Thermoplastic Striper	-	15,000	-	15,000
328	N/A	Traffic Control Arrow Board	6,200	-	-	-
328	22009	TAP Grant- Shawnee Sidewalk Match	72,490	10,000	-	-
328	22010	CDBG 2020 Matching Funds	286,567	-	-	-
328	N/A	Clean Sweep Bucket	6,864	-	-	-
328	22005	Asphalt Rejuvenation	70,000	-	-	-
328	N/A	ARPA Funds for Streets	-	500,000	-	500,000
328	22009	ARPA Funds for Sidewalks	-	50,000	12,000	50,000
421	New	Smoke Detector Replacement (x32)	-	-	-	6,000
431	N/A	ARPA Funds for Pathfinder	-	100,000	-	100,000
431	N/A	Backhoe	789	-	-	-
431	N/A	Bucket Truck	-	35,000	-	35,000
431	N/A	Soccer Goals (3 sets)	17,970	-	-	-
431	N/A	Sooner Pool sound system	3,454	-	-	-
431	N/A	Downtown Landscaping Supplemental	-	300,000	-	300,000
431	New	Price Fields Shade Canopy Replacement	-	-	-	30,000
432	N/A	Water slide Alt for Sooner pool	290,360	-	-	-
432	New	Sooner Splash Pad Surface Treatment	-	-	-	5,000
432	New	Frontier Water Slide Reconditioning	-	-	-	65,000
445	N/A	Sod Replacement	840	20,000	-	20,000
445	N/A	Golf Course House Removal	-	-	6,450	-
445	N/A	Emergency Irrigation Pumps- Golf	-	-	18,234	-
445	New	Shipping Container for Storage (1)	-	-	-	7,500
445	New	Bedknife Grinder	-	-	-	20,000
445	New	Concrete Cart Path Replacement (Materials)	-	-	-	40,000
446	New	Golf Course Pro Shop Buyout	-	-	-	200,000
446	New	Golf Cart Capital Lease	-	-	-	100,000
446	New	Driving Range Lights & Ball Machine	-	-	-	140,000

**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
Capital Reserve Fund Capital Outlay Detail  
(continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 BUDGET
710	N/A	Engineering Design for WWTP Expansion	377,344	3,000,000	476,047	4,500,000
710	N/A	Replace injection unit for land application of b	-	-	75,000	-
710	N/A	Replace Vacuum tank trailer for land applicati	59,605	-	-	-
710	N/A	Replace Tractor for application of biosolides	250,000	-	-	-
710	N/A	1/2 Ton Regular Cab Pickup (4x4)	7,931	-	-	-
710	N/A	Backup pump for Golf Course, Hillcrest and V	38,793	-	-	-
710	N/A	Replace Comanche Generator and Control Pa	-	-	-	-
710	N/A	Install Flow Meters	28,253	60,000	85,318	70,000
710	N/A	Replace Day Cab Semi Tractor	-	150,000	151,037	-
710	N/A	Replace polymer system for gravity belt thick	-	60,000	51,300	-
710	New	Replace Crane Truck (1998)	-	-	-	200,000
		<b>Total Wastewater Plant</b>	<b>761,926</b>	<b>3,270,000</b>	<b>838,702</b>	<b>4,770,000</b>
715	19014	Harvard Sewer Rehab Phase II	-	-	-	-
715	19009	Tyler Utility Billing (33% of total)	28,288	70,000	-	70,000
715	N/A	Turkey Creek 36" Sewer Line Rehab (design)	-	100,000	4,800	-
715	N/A	New Engine for 2008 Freightliner	-	-	34,051	-
715	N/A	Sewer Line Point Repairs/Replacement (conti	86,847	300,000	28,449	350,000
715	New	Replace Camera Van	30,640	120,000	32,367	-
		<b>Total Wastewater Maintenance</b>	<b>145,775</b>	<b>590,000</b>	<b>99,667</b>	<b>420,000</b>
720	N/A	1/2 ton Truck	8,626	-	-	-
720	19016	Pump Station and Force Main for WW Reuse	376,208	50,000	33,104	-
720	N/A	PLC Replacement - Pump Stations	-	-	-	-
720	N/A	Battery Replacement	-	-	25,350	-
720	N/A	PLC Replacement - Water Plant	-	350,000	341,548	-
720	N/A	Telemetry System Upgrade	-	-	33,058	-
720	N/A	Refurbish Transfer Pumps and Motors	60,504	-	-	-
720	N/A	Replace High Service VFD	148,686	400,000	-	400,000
720	New	Replace blowers (2) for filter backwash	-	-	-	150,000
		<b>Total Water Plant</b>	<b>594,024</b>	<b>800,000</b>	<b>433,060</b>	<b>550,000</b>
725	19009	Tyler Utility Billing (33% of total)	22,183	70,000	-	70,000
725	N/A	Tyler Doc Mgmt (25% - replace Fortis)	1,850	-	-	-
725	13104	ERP System (25% of total)	2,960	-	-	-
725	N/A	Replace Truck Shed	-	225,000	-	225,000

**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
Capital Reserve Fund Capital Outlay Detail  
(continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 BUDGET
730	N/A	New AMI System	-	-	-	7,500,000
730	N/A	Replace Water Lines (contract and materials fc	224,163	400,000	357,584	-
730	N/A	1.25 Ton Truck with Flatbed Dump	-	50,000	-	50,000
730	N/A	Excavator w/trailer (trade in 2001 & 2005 Backl	108,755	-	-	-
730	New	1.25 Ton Utility Bed Truck w/ Accessories	23,055	55,000	-	55,000
730	New	1.25 Ton Truck with Flatbed Dump	-	50,000	-	50,000
730	New	Dump Truck (10 wheel)	-	175,000	-	-
		<b>Total Water Distribution</b>	<b>355,973</b>	<b>730,000</b>	<b>357,584</b>	<b>7,655,000</b>
750	N/A	Tyler Doc Mgmt (25% - replace Fortis)	1,850	-	-	-
750	19009	Tyler Utility Billing (33% of total)	25,144	70,000	-	70,000
750	N/A	Poly Carts	24,974	-	24,979	-
750	N/A	Washout Station	7,151	-	-	-
750	N/A	Roll Off Refuse Truck	-	175,000	-	175,000
750	New	Automated Refuse Truck (5)	-	1,750,000	-	1,750,000
750	New	Rear Load Refuse Truck (2)	-	375,000	-	375,000
750	New	Roll Off Refuse Truck (2)	-	350,000	-	350,000
750	New	2 and 3 CY Containers (36)	-	36,000	-	36,000
750	New	30 CY Roll Offs (6)	-	42,000	-	42,000
750	New	One Ton Truck (2)	-	90,000	-	90,000
		<b>Total Sanitation</b>	<b>59,119</b>	<b>2,888,000</b>	<b>24,979</b>	<b>2,888,000</b>
<b>TOTAL</b>			<b>\$ 3,286,474</b>	<b>\$ 12,390,050</b>	<b>\$ 3,442,882</b>	<b>\$ 20,453,000</b>

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# FIDUCIARY FUNDS



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***CITY OF BARTLESVILLE***  
**2024-25 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.

2024 Accomplishments: • No projects were scheduled

2025 Objectives: • No projects are scheduled

Budget Highlights: The only budget expenditures in this fund are for miscellaneous improvements to the mausoleum.

FUND 773 MAUSOLEUM TRUST DEPT 174 MAUSOLEUM				
2022-23 ACTUAL	2023-24 BUDGET	2023-24 ESTIMATE	2024-25 CITY MGR RECOMMENDS	2024-25 APPROVED BUDGET
\$0	\$7,791	\$0	\$8,515	\$8,515

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
Mausoleum Endowment Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Mausoleum	\$ -	\$ 7,791	\$ -	\$ 8,515
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 7,791</b>	<b>\$ -</b>	<b>\$ 8,515</b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Interest and Investment Income	\$ 351	\$ -	\$ 200	\$ 174
Fund Balance	7,791	7,791	8,141	8,341
<b>Total Available for Appropriation</b>	<b>\$ 8,142</b>	<b>\$ 7,791</b>	<b>\$ 8,341</b>	<b>\$ 8,515</b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Mausoleum Endowment Fund – Line Item Detail**

<b>MATERIALS &amp; SUPPLIES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2024-25 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
53610 MAINT. & REPAIR MATERIALS	\$ -	\$ 7,791	\$ -	\$ 8,515	\$ 8,515	\$ 8,515
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>\$ -</b>	<b>\$ 7,791</b>	<b>\$ -</b>	<b>\$ 8,515</b>	<b>\$ 8,515</b>	<b>\$ 8,515</b>
<b>TOTAL BUDGET</b>	<b>\$ -</b>	<b>\$ 7,791</b>	<b>\$ -</b>	<b>\$ 8,515</b>	<b>\$ 8,515</b>	<b>\$ 8,515</b>

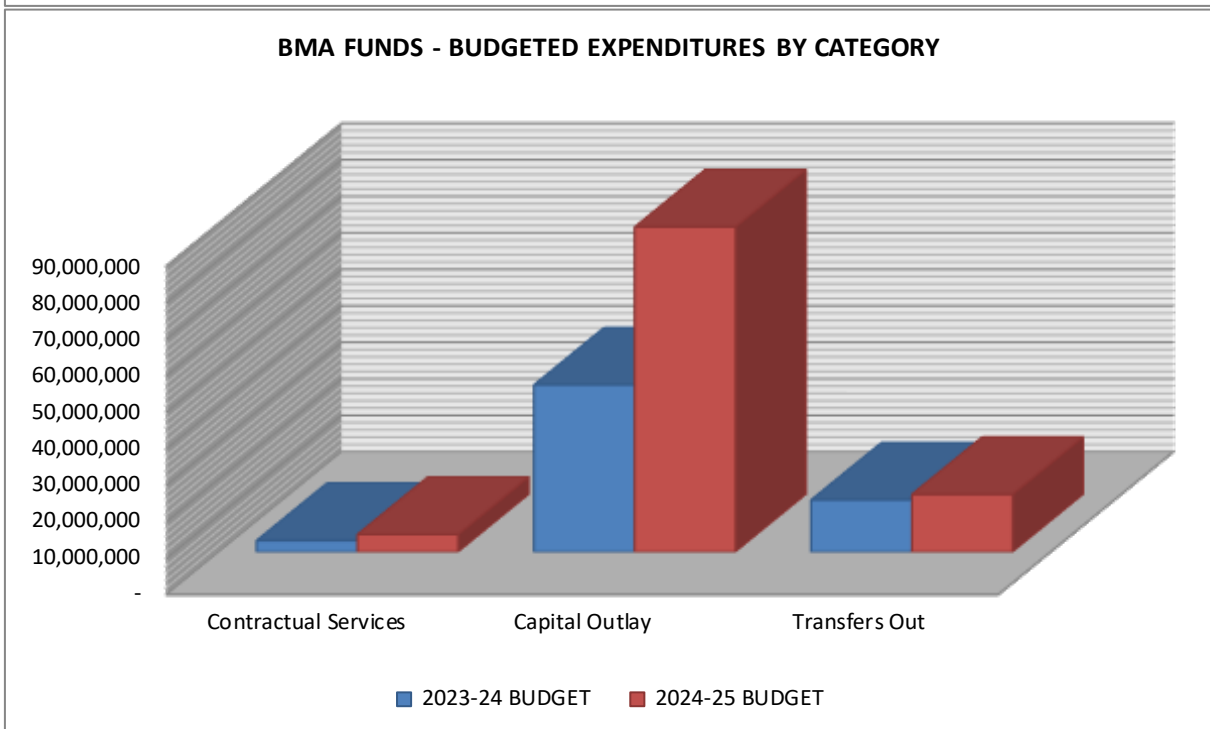
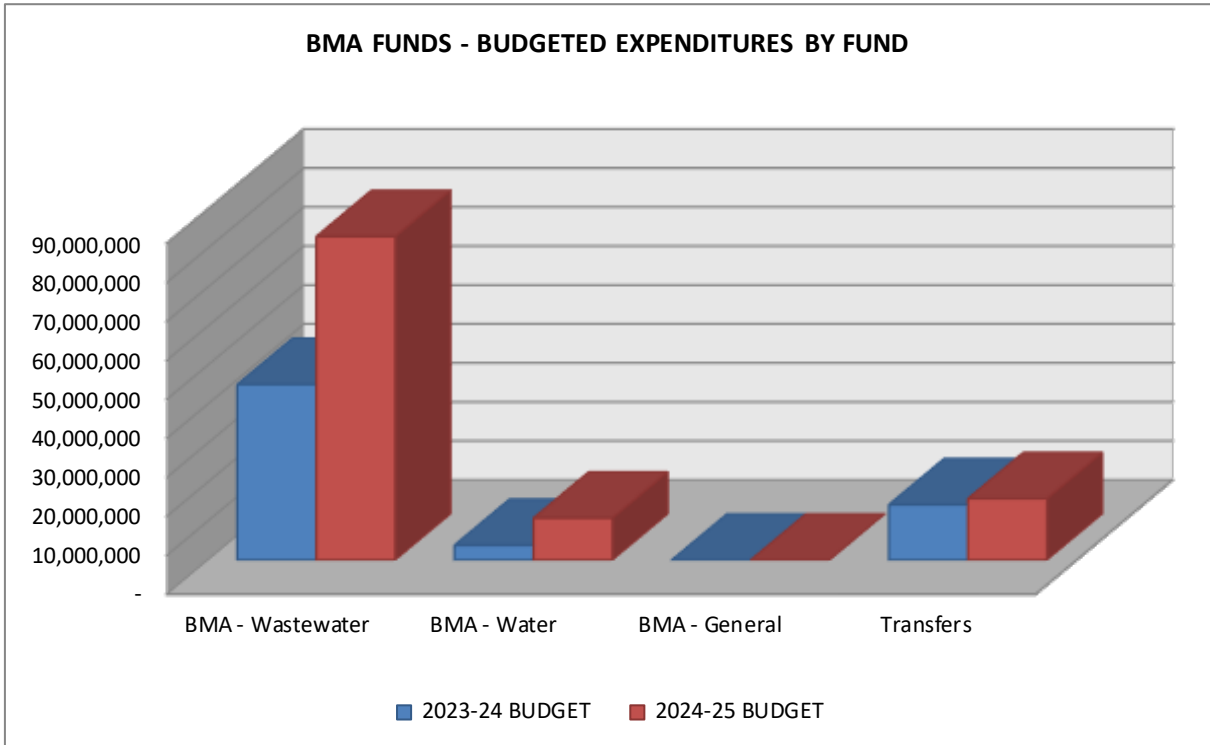
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# **BARTLESVILLE MUNICIPAL AUTHORITY FUNDS**

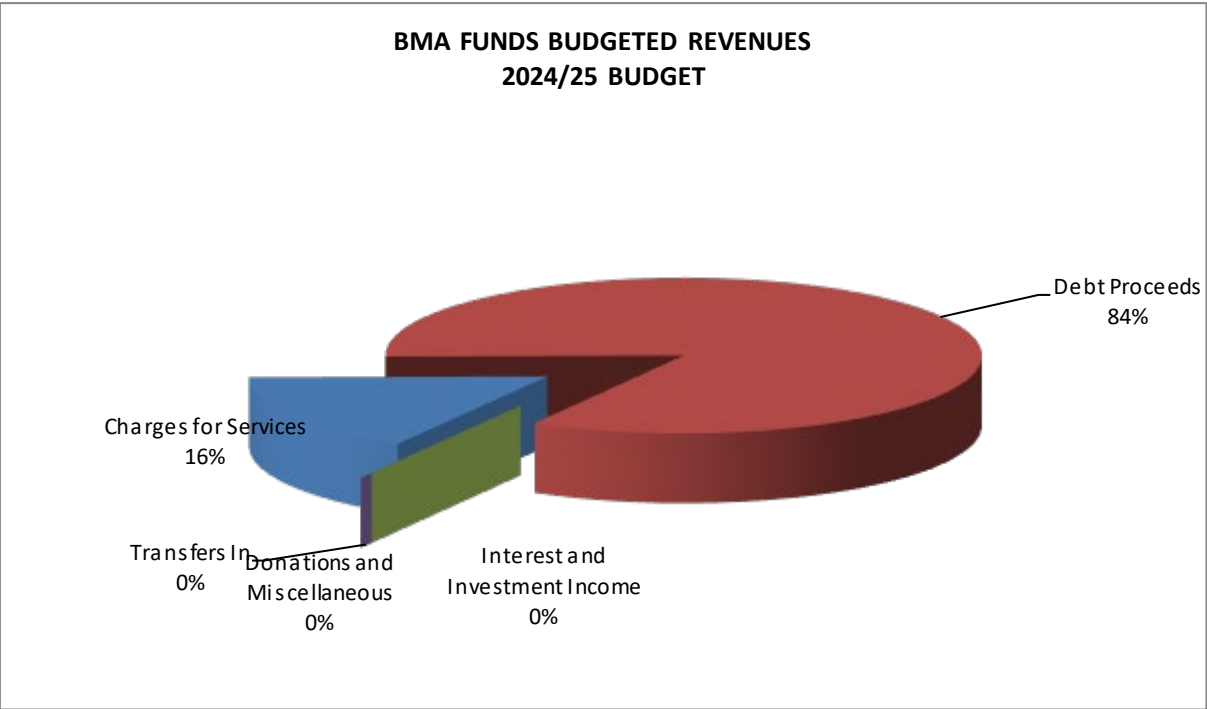
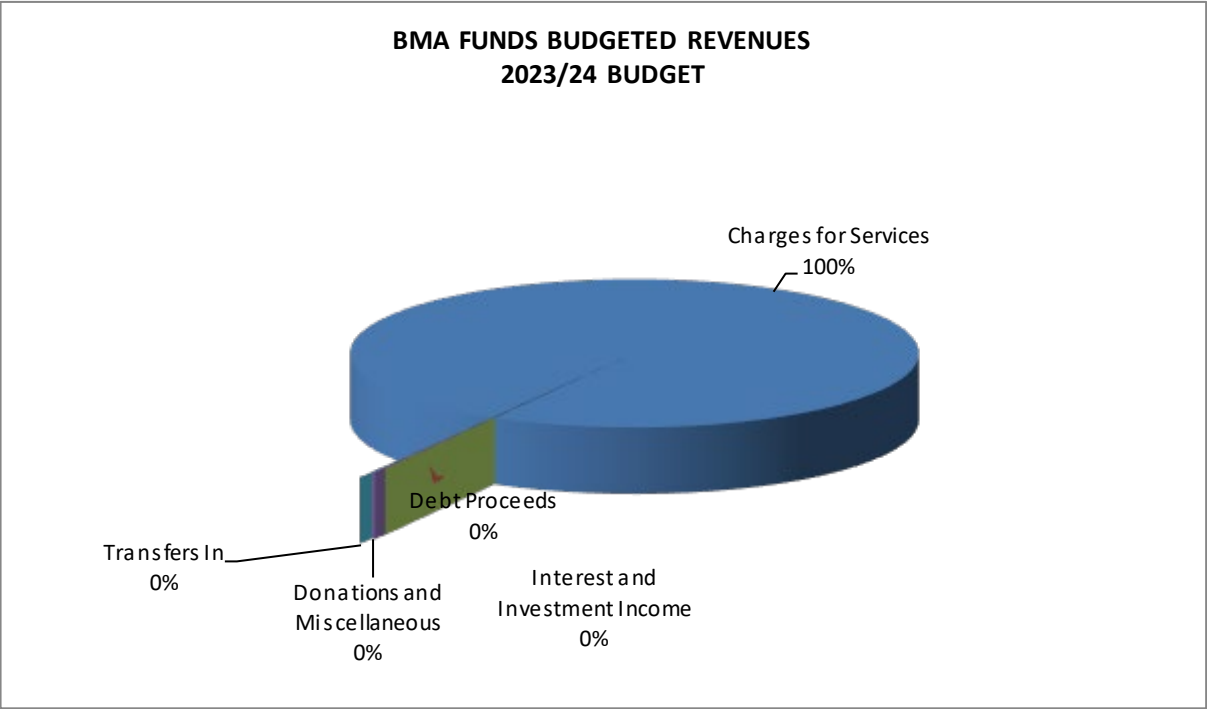


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***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**Bartlesville Municipal Authority Funds – Expenditure Graphs**



**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
Bartlesville Municipal Authority Funds – Revenue Graphs





**CITY OF BARTLESVILLE**  
2024-25 Operating Budget  
Bartlesville Municipal Authority – Summary by Fund or Source

**Expenditures and Reserves**

<b>EXPENDITURES BY FUND</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
BMA - Wastewater	\$ 27,870	\$45,027,735	\$ 27,870	\$ 83,000,000
BMA - Water	3,571,214	3,826,024	3,312,549	10,775,784
Transfers to: Wastewater Operating	5,009,621	5,262,141	5,427,118	5,818,507
Water Operating	<u>8,059,350</u>	<u>8,959,701</u>	<u>7,720,442</u>	<u>9,929,087</u>
<b>Total Expenditures</b>	<b><u>\$ 16,668,055</u></b>	<b><u>\$ 63,075,601</u></b>	<b><u>\$ 16,487,979</u></b>	<b><u>\$ 109,523,378</u></b>

**Revenues**

<b>REVENUE BY SOURCE</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 BUDGET</b>
Charges for Services	\$ 17,385,820	\$ 17,098,484	\$ 16,673,238	\$ 17,832,580
Interest and Investment Income	146,268	-	75,256	-
Donations and Miscellaneous	164,384	30,000	882,753	31,141
Debt Obligation Proceeds	<u>5,268,006</u>	<u>-</u>	<u>329,089</u>	<u>90,500,000</u>
Fund Balance	<u>3,816,190</u>	<u>4,156,178</u>	<u>10,097,475</u>	<u>11,569,832</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 26,780,668</u></b>	<b><u>\$ 21,284,662</u></b>	<b><u>\$ 28,057,811</u></b>	<b><u>\$ 119,933,553</u></b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
Bartlesville Municipal Authority – Expenditure Summary by Line Item

<b>CONTRACTUAL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
52210 FINANCIAL SERVICES	\$ 1,000	\$ 4,000	\$ 3,500	\$ 4,000	\$ 4,000	\$ 4,000
52910 DEBT SERVICE - INTEREST	34,657	638,840	553,735	2,228,730	2,228,730	2,228,730
52911 DEBT SERVICE - PRINCIPAL	200,925	2,471,865	2,454,095	2,543,054	2,543,054	2,543,054
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 236,582</b>	<b>\$ 3,114,705</b>	<b>\$ 3,011,330</b>	<b>\$ 4,775,784</b>	<b>\$ 4,775,784</b>	<b>\$ 4,775,784</b>
<b>CAPITAL OUTLAY</b>						
55930 OTHER IMPROVEMENTS	\$ 3,362,502	\$ 45,739,054	\$ 329,089	\$ 89,000,000	\$ 89,000,000	\$ 89,000,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 3,362,502</b>	<b>\$ 45,739,054</b>	<b>\$ 329,089</b>	<b>\$ 89,000,000</b>	<b>\$ 89,000,000</b>	<b>\$ 89,000,000</b>
<b>TRANSFERS OUT</b>						
59509 WASTEWATER OPERATING	\$ 5,009,621	\$ 5,262,141	\$ 5,427,118	\$ 5,823,447	\$ 5,818,507	\$ 5,818,507
59510 WATER OPERATING	8,059,350	8,959,701	7,720,442	9,941,827	9,929,087	9,929,087
<b>TOTAL TRANSFERS</b>	<b>\$13,068,971</b>	<b>\$ 14,221,842</b>	<b>\$13,147,560</b>	<b>\$ 15,765,274</b>	<b>\$ 15,747,594</b>	<b>\$ 15,747,594</b>
<b>TOTAL BUDGET</b>	<b>\$16,668,055</b>	<b>\$ 63,075,601</b>	<b>\$16,487,979</b>	<b>\$109,541,058</b>	<b>\$109,523,378</b>	<b>\$109,523,378</b>

***CITY OF BARTLESVILLE***  
2024-25 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.

2024 Accomplishments: N/A

2025 Objectives: N/A

Budget Highlights: The major expenditures in this fund are for debt service payments, bad debt write offs, and two transfers. The transfer to the BMA – Water Fund is to pay for the BMA – Wastewater Fund’s portion of a debt issue that was assumed by the BMA – Water Fund after four debt issues were refinanced into one loan. The transfer to the Wastewater Fund is to pay for the Wastewater Fund’s operating costs.

**FUND 710 BMA - WASTEWATER  
DEPT 742 BMA WASTEWATER OPERATING**

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$27,870</b>	<b>\$27,735</b>	<b>\$27,870</b>	<b>\$1,500,000</b>	<b>\$1,500,000</b>

**FUND 710 BMA - WASTEWATER  
DEPT 900 TRANSFERS**

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$5,009,621</b>	<b>\$5,262,141</b>	<b>\$5,427,118</b>	<b>\$5,818,507</b>	<b>\$5,818,507</b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**BMA Wastewater Fund – Expenditure and Revenue Summary**

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
BMA Wastewater Operating	\$ 27,870	\$ 27,735	\$ 27,870	\$ 1,500,000
BMA - WasteWater Construction	-	45,000,000	-	81,500,000
Transfers Out: To Wastewater <sup>1</sup>	<u>5,009,621</u>	<u>5,262,141</u>	<u>5,427,118</u>	<u>5,818,507</u>
<b>Total Expenditures</b>	<b><u>\$ 5,037,491</u></b>	<b><u>\$ 50,289,876</u></b>	<b><u>\$ 5,454,988</u></b>	<b><u>\$ 88,818,507</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Charges for Services	\$ 5,857,374	\$ 6,007,344	\$ 6,038,403	\$ 6,741,440
Interest and Investment Income	61,147	-	-	-
Donations and Miscellaneous	164,384	30,000	135,630	31,141
Debt Obligation Proceeds	<u>-</u>	<u>-</u>	<u>-</u>	<u>83,000,000</u>
Fund Balance	<u>1,735,771</u>	<u>2,175,856</u>	<u>2,766,047</u>	<u>3,485,092</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 7,818,676</u></b>	<b><u>\$ 8,213,200</u></b>	<b><u>\$ 8,940,080</u></b>	<b><u>\$ 93,257,673</u></b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**BMA Wastewater Fund – BMA Wastewater Operating – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
52910 DEBT SERVICE - INTEREST	\$ 245	\$ 110	\$ 245	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
52911 DEBT SERVICE - PRINCIPAL	27,625	27,625	27,625	-	-	-
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 27,870</b>	<b>\$ 27,735</b>	<b>\$ 27,870</b>	<b>\$ 1,500,000</b>	<b>\$ 1,500,000</b>	<b>\$ 1,500,000</b>
<b>TOTAL BUDGET</b>	<b>\$ 27,870</b>	<b>\$ 27,735</b>	<b>\$ 27,870</b>	<b>\$ 1,500,000</b>	<b>\$ 1,500,000</b>	<b>\$ 1,500,000</b>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
BMA Wastewater Fund – Transfers – Line Item Detail

<b><i>TRANSFERS OUT</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 REQUEST</i></b>	<b><i>CITY MGR REC</i></b>	<b><i>2024-25 APPROVED</i></b>
59509 WASTEWATER OPERATING	\$ 5,009,621	\$ 5,262,141	\$ 5,427,118	\$ 5,823,447	\$ 5,818,507	\$ 5,818,507
<b>TOTAL TRANSFERS</b>	<u>\$ 5,009,621</u>	<u>\$ 5,262,141</u>	<u>\$ 5,427,118</u>	<u>\$ 5,823,447</u>	<u>\$ 5,818,507</u>	<u>\$ 5,818,507</u>
<b><i>TOTAL BUDGET</i></b>	<u><b>\$ 5,009,621</b></u>	<u><b>\$ 5,262,141</b></u>	<u><b>\$ 5,427,118</b></u>	<u><b>\$ 5,823,447</b></u>	<u><b>\$ 5,818,507</b></u>	<u><b>\$ 5,818,507</b></u>

# ***CITY OF BARTLESVILLE***

## **2024-25 Operating Budget BMA Water Fund – Summary**

Fund Mission: N/A

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Fund Description: The BMA – Water Fund was established to provide for the issuance of debt secured by utility system revenues. The BMA – Water Operating department of this fund is used to provide for debt service payments on related water improvement revenue bonds and other related finance and operating expenses. The BMA – Water Construction department of this fund is used to provide for construction expenses related to the new water plant and the water distribution system.

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2024 Accomplishments: N/A

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2025 Objectives: N/A

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Budget Highlights: The major expenditures in this fund are debt service payments and transfers. The transfer to the Water Fund is to fund the operating costs of the water utility. The transfer to the Health Insurance Fund is to help fund the initial reserve required to become a self-insured entity.

### **FUND 715 BMA - WATER DEPT 740 BMA - WATER OPERATING**

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$208,712</b>	<b>\$3,086,970</b>	<b>\$2,983,460</b>	<b>\$3,275,784</b>	<b>\$3,275,784</b>

***CITY OF BARTLESVILLE***

2024-25 Operating Budget  
BMA Water Fund – Summary  
(continued)

**FUND 715 BMA - WATER  
DEPT 900 TRANSFERS**

<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 CITY MGR RECOMMENDS</b>	<b>2024-25 APPROVED BUDGET</b>
<b>\$8,059,350</b>	<b>\$8,959,701</b>	<b>\$7,720,442</b>	<b>\$9,929,087</b>	<b>\$9,929,087</b>



***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
BMA Water Fund – Expenditure and Revenue Summary

***Expenditures and Reserves***

<b><i>EXPENDITURES BY DEPARTMENT OR PURPOSE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
BMA - Water Operating	\$ 208,712	\$ 3,086,970	\$ 2,983,460	\$3,275,784
BMA - Water Construction	3,362,502	739,054	329,089	7,500,000
Transfers Out: To Water	<u>8,059,350</u>	<u>8,959,701</u>	<u>7,720,442</u>	<u>9,929,087</u>
<b>Total Expenditures</b>	<b><u>\$ 11,630,564</u></b>	<b><u>\$ 12,785,725</u></b>	<b><u>\$ 11,032,991</u></b>	<b><u>\$ 20,704,871</u></b>

***Revenues***

<b><i>REVENUE BY SOURCE</i></b>	<b><i>2022-23 ACTUAL</i></b>	<b><i>2023-24 BUDGET</i></b>	<b><i>2023-24 ESTIMATE</i></b>	<b><i>2024-25 BUDGET</i></b>
Charges for Services	\$ 11,528,446	\$ 11,091,140	\$ 10,634,835	\$ 11,091,140
Interest and Investment Income	85,121	-	75,256	-
Donations and Miscellaneous	-	-	747,123	-
Debt Obligation Proceeds	<u>5,268,006</u>	<u>-</u>	<u>329,089</u>	<u>7,500,000</u>
Fund Balance	<u>2,080,419</u>	<u>1,980,322</u>	<u>7,331,428</u>	<u>8,084,740</u>
<b>Total Available for Appropriation</b>	<b><u>\$ 18,961,992</u></b>	<b><u>\$ 13,071,462</u></b>	<b><u>\$ 19,117,731</u></b>	<b><u>\$ 26,675,880</u></b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**BMA Water Fund – BMA Water Operating – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
52210 FINANCIAL SERVICES	\$ 1,000	\$ 4,000	\$ 3,500	\$ 4,000	\$ 4,000	\$ 4,000
52910 DEBT SERVICE - INTEREST	34,412	638,730	553,490	728,730	728,730	728,730
52911 DEBT SERVICE - PRINCIPAL	173,300	2,444,240	2,426,470	2,543,054	2,543,054	2,543,054
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 208,712</b>	<b>\$ 3,086,970</b>	<b>\$ 2,983,460</b>	<b>\$ 3,275,784</b>	<b>\$ 3,275,784</b>	<b>\$ 3,275,784</b>
<b>TOTAL BUDGET</b>	<b>\$ 208,712</b>	<b>\$ 3,086,970</b>	<b>\$ 2,983,460</b>	<b>\$ 3,275,784</b>	<b>\$ 3,275,784</b>	<b>\$ 3,275,784</b>

***CITY OF BARTLESVILLE***  
**2024-25 Operating Budget**  
**BMA Water Fund – BMA Water Construction – Line Item Detail**

<b>CONTRACTUAL SERVICES</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
55930 OTHER IMPROVEMENTS	\$ 3,362,502	\$ 739,054	\$ 329,089	\$ 7,500,000	\$ 7,500,000	\$ 7,500,000
<b>TOTAL CAPITAL OUTLAY</b>	<u>\$ 3,362,502</u>	<u>\$ 739,054</u>	<u>\$ 329,089</u>	<u>\$ 7,500,000</u>	<u>\$ 7,500,000</u>	<u>\$ 7,500,000</u>
<b>TOTAL BUDGET</b>	<u>\$ 3,362,502</u>	<u>\$ 739,054</u>	<u>\$ 329,089</u>	<u>\$ 7,500,000</u>	<u>\$ 7,500,000</u>	<u>\$ 7,500,000</u>

***CITY OF BARTLESVILLE***  
2024-25 Operating Budget  
BMA Water Fund – Transfers – Line Item Detail

<b>TRANSFERS OUT</b>	<b>2022-23 ACTUAL</b>	<b>2023-24 BUDGET</b>	<b>2023-24 ESTIMATE</b>	<b>2024-25 REQUEST</b>	<b>CITY MGR REC</b>	<b>2024-25 APPROVED</b>
59510 WATER OPERATING	\$ 8,059,350	\$ 8,959,701	\$ 7,720,442	\$ 9,941,827	\$ 9,929,087	\$ 9,929,087
<b>TOTAL TRANSFERS</b>	<u>\$ 8,059,350</u>	<u>\$ 8,959,701</u>	<u>\$ 7,720,442</u>	<u>\$ 9,941,827</u>	<u>\$ 9,929,087</u>	<u>\$ 9,929,087</u>
<b>TOTAL BUDGET</b>	<u>\$ 8,059,350</u>	<u>\$ 8,959,701</u>	<u>\$ 7,720,442</u>	<u>\$ 9,941,827</u>	<u>\$ 9,929,087</u>	<u>\$ 9,929,087</u>

# GLOSSARY



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# ***CITY OF BARTLESVILLE***

## **2024-25 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***

## **2024-25 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***

## **2024-25 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***

## **2024-25 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***

## **2024-25 Operating Budget**

### **Glossary**

**(continued)**

**NET INCOME** – revenue less all expenses.

**OCBOA** – Other Comprehensive Basis of Accounting. These are bases of accounting that are not in compliance with GAAP for the particular entity. Examples include budget basis and income tax basis.

**OPERATING RESERVE** – appropriated budget amount that is set aside for use in only the most extreme of emergencies. The City uses one month's operating expenditures as a reserve guideline.

**ORDINANCE** – A formal legislative enactment by the legislative body which, if not in conflict with any higher form of law, has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

**PROPRIETARY FUND** – type of fund that focuses on profit and loss similar to a business. The two types of proprietary funds are Enterprise Funds and Internal Service Funds.

**BUDGETED RESERVE** – amounts that are appropriated but not intended to be spent. Examples include operating reserve, severance reserve, compensated absence reserve, etc...

**RESOLUTION** – is a written motion adopted by a deliberative body. The substance of the resolution can be anything that can normally be proposed as a motion. For long or important motions, though, it is often better to have them written out so that discussion is easier or so that it can be distributed outside of the body after its adoption. Resolutions do not carry the weight of law.

**RESTRICTED DONATION** – donation that is restricted as to purpose or timing. An example would be a donation for a specific building project or a donation restricted to being spent in a future period.

**SEVERANCE RESERVE** – appropriated budget amount that is set aside to pay any severance amount specified in an employment contract.

**SPECIAL REVENUE FUND** – fund used to account for the proceeds of specific revenue sources (other than expendable trust or major capital projects) that are legally restricted to expenditure for specified purposes.

**TRANSFER** – amounts paid from one fund to another.

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