

REGULAR MEETING OF THE BARTLESVILLE CITY COUNCIL

Monday, May 5, 2025 Immediately following the Bartlesville Municipal Authority Special Meeting beginning at 5:30 p.m.

> James S. Curd, Jr., Mayor 918-338-4282

### AMENDED AGENDA

- 1. Call to order the business meeting of the Bartlesville City Council by Mayor Curd.
- 2. Roll Call and Establishment of a Quorum.
- 3. Public Comments on Agenda Items.
- 4. City Council Announcements and Proclamations.
  - National Day of Prayer May 1, 2025
  - Flood Insurance Month May, 2025
  - Frontline Worker Appreciation Month May, 2025

### 5. Authorities, Boards, Commissions and Committee Openings

- One opening on the Bartlesville Area History Museum Trust Authority
- One Opening on the Bartlesville Library Trust Authority
- One opening on the Street and Traffic Committee
- Two openings on the White Rose Cemetery Board

### 6. Consent Docket

### a. Approval of Minutes

- i. The Regular Meeting Minutes of April 7, 2025.
- ii. The Special Meeting Minutes of April 22, 2025.
- iii. The Special Workshop Meeting Minutes of April 28, 2025.

### b. Approval and Ratification of Agreements, Contracts, Engagement Letters, Leases, MOU's, Change Orders, and Proposals.

- i. Airport Hangar Lease Agreement between the City of Bartlesville/Bartlesville Municipal Airport and Buffalo Wings LLC and Wings of Change Ministries to reflect the rent increase to fair market value with the addition of a CPI-U annual increase component.
- ii. Proposal from Midwest Infrastructure Coatings to install an interior coating system on selected sanitary sewer manholes in the amount of \$17,480.
- iii. Task Order No. 5 to the Master Services Agreement with Parkhill, Smith and Cooper for Airport Consulting Services, covered through a BDA Grant.
- iv. Proposal for the foreUP Point of Sale Golf Course software in an annual amount of \$8,988.

City Hall, Council Chambers 401 S. Johnstone Avenue Bartlesville, OK 74003

- v. Right-of-Way Donation Agreement with Ron and Retta Revard for additional public right-of-way along the east side of Madison Boulevard north of Tuxedo Boulevard.
- vi. Change Order No. 1 to Grant No. AIP 3-40-0007-019-2024, ODAA BVO-24-FS Reducing total existing contract amount from \$1,531,325.00 to new contract amount of \$1,510,206.50.

### c. Approval of Oklahoma Municipal Assurance Group Ballot

i. Approve casting City of Bartlesville votes for incumbents Lindsey Moak from El Reno and Vicki Patterson from Broken Bow to the Oklahoma Municipal Assurance Group (OMAG) Board of Trustees.

### d. Receipt of Bartlesville NEXT Progress Report

i. Bartlesville NEXT Progress Report April 2025.

### e. Receipt of Financials

i. Interim financials for nine months ending March 31, 2025.

### f. Receipt of Bids

- i. Bid No. 2024-2025-015R 2024-2025-015 Operation Yard Sheds
- ii. Bid No. 2024-2025-016 Bartlesville 2025 Preventive Maintenance Streets Project
- 7. Discuss and take possible action to award Bid No. <del>2024-2025-015R</del> <u>2024-2025-015</u> for Operation Yard Sheds. Presented by Vice Mayor Dorsey.
- 8. Discuss and take possible action to award Bid No. 2024-2025-016 for the Bartlesville 2025 Preventative Maintenance Streets Project. Presented by Vice Mayor Dorsey
- 9. Public Hearing and possible action on a request by Michael and Sheila Wood to close a portion of the Drainage & Utility Easement located on the east side of Lot 6, Block 2, Southern Hills Addition, Phase Two Addition, Bartlesville, Washington County, Oklahoma. Presented by Micah Siemers, P.E., Director of Engineering.
- 10. A public hearing on and possible action to adopt an Ordinance annexing a 27.015 acre, more or less, tract of land legally described as in the SW/4 SW/4 of Section 3, Township 26 North, Range 12 East of the Indian Base and Meridian, Osage County, Oklahoma, together with adjoining right-of-way for U.S. Highway 60, to be zoned M-2 General Industrial/PUD., and to amend the Comprehensive plan to include said territory in the Miscellaneous Context Area and the Industry and Trade Character Area, located east of the Bartlesville Municipal Airport (the former Siemens property). Presented by Larry Curtis, Director of Community Development.
- 11. Public hearing and possible action on a Resolution adopting the City of Bartlesville Budget for Fiscal Year 2025-2026 and establishing budget amendment authority, authorizing the cancellation of encumbrances which are not due and payable as of June 30, 2025, and reappropriating amounts of cancelled encumbrances to the same fund and department for Fiscal Years 2025-2026. Presented by Jason Muninger, CFO/City Clerk.
- 12. Discuss and take possible action to approve the Capital Improvements Program (CIP) Budget for Fiscal Year 2025-2026. Presented by Micah Siemers, P.E., Director of Engineering.
- 13. Presentation and receipt of the FY 2024-2025 Annual Report of the Bartlesville Development Authority, and take possible action to approve the proposed operating

budget for FY 2025-2026, appropriating funds from the Economic Development Fund to support annual operations. Presented by David Wood, President, Bartlesville Development Authority.

- 14. Discuss and take possible action to approve the annual contract between the City of Bartlesville and the Bartlesville Development Authority for Economic Development Services for the period of July 1, 2025 through June 30, 2026. Presented by David Wood, President, Bartlesville Development Authority.
- 15. Discuss and take possible action on a recommendation by the Bartlesville Development Authority to appropriate \$600,000 from the Economic Development Fund to Paxterra, LLC/Metal Goods Manufacturing to be utilized toward the purchase and renovation of property located at 417 W. 8th Street supporting the addition of 40 employees. Presented by Chris Batchelder, Vice President, Bartlesville Development Authority.
- 16. Presentation and receipt Visitors Inc. FY 2024-25 Annual Report, and take possible action to approve the Visitors Inc. Fiscal Year 2025-26 Operating Budget. Presented by Maria Gus, Executive Director, Visit Bartlesville.
- 17. Presentation, discussion and possible action to approve a resolution of the City Council adopting amendments of the Endeavor 2045 Comprehensive Plan for the City of Bartlesville. Presented by Larry Curtis, Director of Community Development.
- 18. New Business.
- **19.** City Manager and Staff Reports.
- 20. City Council Comments and Inquiries.
- 21. Adjournment.

The Agenda was received and filed in the Office of the City Clerk and posted in prominent public view at City Hall at 5:30 p.m. on Thursday, May 1, 2025.

### Jason Muninger

Jason Muninger, City Clerk/CFO

/s/ Elaine Banes

by Elaine Banes, Deputy City Clerk

City of Bartlesville Website: <u>https://www.cityofbartlesville.org/city-government/city-council/meeting-agendas/</u> Live Streaming: <u>https://www.cityofbartlesville.org/city-government/city-council/webcast/</u> Cable Viewing on Sparklight: Channel 56

Open Meetings Act Compliance (25 O.S. Sec. 301 et seq.): all discussion items are subject to possible action by the City Council. Official action can only be taken on items which appear on the agenda. The City Council may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the City Council may refer the matter to the City Manager, Staff or City Attorney, or back to a committee or other recommending body. Under certain circumstance, items are deferred to a specific later date or stricken from the agenda entirely. Agenda items requiring a public hearing as required by law will be so noted. The City Council may at their discretion change the order of the business agenda items. City of Bartlesville encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at least one working day prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive this rule if signing is not the necessary accommodation.



### **Official Proclamation**

### National Day of Prayer May 1, 2025

**WHEREAS**, throughout history Americans have lifted up fervent prayers to God on behalf of our nation. From the first gatherings of our Founding Fathers, elected officials have prayed and entreated those they serve and represent to join them in prayer, including the authors of our Declaration of Independence, wrote that they, "the Representatives of the United States of America, in General Congress, Assembled, appealing to the Supreme Judge of the world..." and carried on to present day in Presidential Proclamations such as last year's invitation to "join him in asking for God's continued guidance, mercy, and protection"; and

*WHEREAS,* a National Day of Prayer has not only been a part of our heritage since it was declared by the First Continental Congress in 1775, but it is a Public Law established in the United States Congress in 1952 approved by a Joint Resolution and amended by Congress and President Reagan with Public Law 100-307 in 1988, affirming that it is essential for us as a nation to pray and directing the President of the United States to set aside and proclaim the first Thursday of May annually as a National Day of Prayer; and

*WHEREAS,* in our State and across America the observance of the National Day of Prayer will be held on Thursday, May 1, 2025, with the theme, "Pray Fervently in Righteousness and Avail Much," based on the verses in James 5:16b, "The effective, fervent prayer of a righteous man avails much"; and

**WHEREAS,** every first Thursday of May on the National Day of Prayer we not only express our faith and exercise our freedom in prayer but unite our hearts and voices in personal prayer and public gatherings throughout our City and across our America with fervent praise, repentance, love, and humble intercession for our neighbor and nation, holding fast to the promises throughout the Holy Scriptures that the Lord hears and avails much as He answers the faith-filled prayers of His people.

**NOW THEREFORE,** I, Mayor Dale Copeland, Bartlesville City Council, do hereby officially proclaim May 1, 2025 as "National Day of Prayer", and I commend this observance to all of our citizens.

*IN WITNESS WHEREOF,* I hereunto set my hand and cause the Official Seal of the City of Bartlesville, Oklahoma, to be affixed this 5<sup>th</sup> day of May, in the year of our Lord two thousand and twenty-five.

James S. Curd. Jr., Mayor



ficial Proclamation

"FLOOD INSURANCE MONTH" May 2025

WHEREAS, each year, many Oklahoma citizens are victims of flood damage, yet have no flood insurance protection; and

**WHEREAS**, property owners and renters often become aware of flood insurance and other protection measures only after a flood has financially devastated them and/or their community; and

**WHEREAS**, Congress created the National Flood Insurance Program (NFIP) in 1968 to mitigate future flood damage and provide citizens with protection against potential losses; and

**WHEREAS,** Bartlesville participates in the NFIP by agreeing to regulate development in the floodplain in exchange for the offering of affordable flood insurance and enhanced protection against future flooding episodes; and

WHEREAS, flood insurance is available to any property in Bartlesville whether located in or out of the floodplain; and

**WHEREAS,** only 12 percent of all structures residing in Oklahoma's designated 100-year floodplains are currently afforded protection through flood insurance; and

WHEREAS, a flood insurance policy may be purchased from any licensed property insurance agent or broker in good standing; and

**WHEREAS,** flood insurance policies generally require a mandatory 30-day waiting period and, all too often, flood disasters occur during this period; and

**WHEREAS,** there is a need to promote the timely purchase of flood insurance well in advance of Oklahoma's spring flooding period;

**NOW THEREFORE,** the Bartlesville City Council does hereby officially proclaim the month of May, 2025 as "Flood Insurance Month" in the City of Bartlesville, Oklahoma.

*IN WITNESS WHEREOF,* we hereunto set our hands and caused the Official Seal of the City of Bartlesville, Oklahoma, to be affixed this 5<sup>th</sup> day of May in the year of our Lord Two Thousand and Twenty-Five.

James S. Curd, Jr., Mayor



### Official Proclamation Frontline Worker Appreciation Month May 2025

**WHEREAS**, frontline workers are the builders of our community, exercising curiosity, compassion, courage, and creativity to provide essential services that ensure the safety, health, and education of our residents; and

*WHEREAS,* over 9 million healthcare workers across the United States serve in hospitals, clinics, and long-term care facilities, often placing themselves at risk to provide lifesaving care; and

*WHEREAS,* firefighters respond to an estimated 36 million emergency calls each year, over 800,000 sworn law enforcement officers nationwide work tirelessly to uphold the law and ensure public safety, and emergency medical services (EMS) personnel respond to more than 240 million calls annually; and

*WHEREAS,* teachers dedicate their careers to shaping the future of our communities, with over 3.7 million educators in the U.S. providing knowledge and guidance to our youth; and

**WHEREAS**, frontline workers embody the essence of builders – flexible thinkers and constructive problem solvers who respect the dignity of all people – by dedicating themselves to overcoming challenges and uniting communities.

**NOW THEREFORE, I,** James S. Curd, Jr., Mayor of the City of Bartlesville, do hereby officially proclaim the month of May as "Frontline Worker Appreciation Month" and encourage all residents to join in recognizing and honoring the heroic contributions of our healthcare workers, firefighters, law enforcement officers, EMS personnel, and teachers.

*IN WITNESS WHEREOF,* we hereunto set our hands and caused the Official Seal of the City of Bartlesville, Oklahoma, to be affixed this 5th day of May, in the year of our Lord two thousand and twenty-five.

James S. Curd, Jr., Mayor



City Hall, Council Chambers 401 S. Johnstone Avenue Bartlesville, OK 74003 MINUTES OF THE REGULAR MEETING OF THE BARTLESVILLE CITY COUNCIL

> Monday, April 7, 2025 5:30 p.m.

James S. Curd, Jr., Mayor 918-338-4282

### **MINUTES**

(The Notice of Meeting was posted December 15, 2024 and the Agenda was posted April 3, 2025 at 5:30 p.m.)

City Council in attendance was Mayor Jim Curd, Jr., Vice Mayor Trevor Dorsey, and Councilmembers Tim Sherrick, Larry East and Aaron Kirkpatrick.

City staff in attendance was Mike Bailey, City Manager; Jess Kane, City Attorney; Jason Muninger, CFO/City Clerk; Terry Lauritsen, Director of Water Utilities; Micah Siemers, Director of Engineering; Fire Chief H.C. Call; Keith Henry, Director of Public Works; Kelli Williams, Chief Communications Officer; Larry Curtis, Director of Community Development; Robin Betts, Director of H.R.; Kiley Roberson, Director of the Library and History Museum; Police Chief Kevin Ickleberry; Deputy Police Chiefs Troy Newell and Andrew Ward; Police Captain Elkins; Police Captain Martinez; and Elaine Banes, Executive Assistant.

- 1. The business meeting of the Bartlesville City Council was called to order by Mayor Curd at 5:30 p.m.
- 2. Roll Call was conducted a quorum established.
- 3. The Invocation was provided by Pastor Stephen Carl, First Presbyterian Church.
- 4. Citizens to be heard. Mayor Curd announced that the 15-minute limit allowed per Resolution 3725 would be enforced due to the length of the agenda.

LaShelle Griffith criticized the Mayor, Vice Mayor and Mr. Kirkpatrick.

Vickie Berner, Ron Glenn, Stuart Werber, Bill Hall spoke in support of Flock cameras.

Anne Franklin, Shavon Robles, Sharron Pettiford, Rev. Kelley Becker, and Jacob Herl stated their opposition to the fines being considered in the proposed ordinance (Agenda Item 11) with Ms. Robles adding information regarding Westside Community Center where she is the Director.

Noah Meadows opposed to the fines being considered in the proposed ordinance that will be discussed in Agenda Item 11. She also expressed concerns about the use of Flock cameras.

Eddie Collins criticized Police Chief Ickleberry for not returning his calls.

Bill Payton spoke in opposition of limiting who can speak at Citizens To Be Heard in City meetings.

Angela Utley spoke in support of Flock cameras and that she felt the proposed homeless ordinance was poorly written.

Tom Gorman spoke in support of the proposed City Council meeting rules; in support of the use of Flock cameras, and is opposed to a charter election regarding the Flock cameras.

### 5. City Council Announcements and Proclamations.

- Phillips Petroleum Company Museum Appreciation Month April 2025 presented by Mr. Kirkpatrick.
- Public Safety Telecommunications E911 Professionals Week April 13-19, 2025 presented by Mr. Sherrick.
- Donate Life Month April 2025 presented by Vice Mayor Dorsey.
- Flood Awareness Month April 2025 presented by Mayor Curd.
- Civitan Awareness Month April 2025 presented by Mr. East.

### 6. Authorities, Boards, Commissions and Committee Openings

- One opening on the Bartlesville Area History Museum Trust Authority
- One Opening on the Bartlesville Library Trust Authority
- One opening on the Street and Traffic Committee
- Two openings on the White Rose Cemetery Board

### 7. Consent Docket

### a. Approval of Minutes

- i. The Regular Meeting Minutes of March 3, 2025.
- ii. The Special Meeting Minutes of March 24, 2025.

### b. Approval or Ratification of Appointments and Reappointments to Authorities, Boards, Commissions and Committees.

- i. Reappointment of Mr. Ross Pattison to an additional three-year term on the Bartlesville Library Trust Authority recommended by Councilman East.
- ii. Reappointment of Mr. Joe Todd, Ms. Debra Cook, and Ms. Mary Beth Washington to additional three-year terms to the White Rose Cemetery Board recommended by Mayor Curd.
- iii. Appointment of Mr. Steven Neece to a three-year term on the Park Board at the recommendation of Mayor Curd.

### c. Approval of Resolutions

- i. Amending the Budget of the City of Bartlesville for Fiscal Year 2024-2025 appropriating unanticipated revenue for the Golf Course Memorial Fund.
- ii. Amending the Budget of the City of Bartlesville for Fiscal Year 2024-2025 appropriating unanticipated revenue for the CIP Sales Tax Fund (Madison Blvd. Reconstruction).

### d. Approval and Ratification of Agreements, Contracts, Engagement Letters, Leases, MOU's, and Proposals.

- i. Annual agreement between the City of Bartlesville and Richard Kane YMCA for management and operation of Sooner and Frontier pools in the amount of \$65,500.
- ii. Contract Amendment between the City of Bartlesville and Tyler Technologies to address Bartlesville Fire Department technology needs with an initial upfront implementation cost of \$28,538, and a recurring annual cost of \$16,009.
- iii. Amended and Restated Subdivision Agreement between TMP Properties, LLC, City Church of Bartlesville, Inc. and the City of Bartlesville.
- iv. Software Agreement between the City of Bartlesville and Governmentjobs.com, Inc. (dba "NEOGOV") to aid in recruiting candidates for City employment in the amount of \$15,384.00.

- v. Professional Service Agreement with Certified Sewer Inspection, LLC for smoke testing of the Hillcrest Heights area in the amount of \$12,450.
- vi. Professional Service Agreement with Kleinfelder, Inc. for additional geotechnical services for the Wastewater Treatment Plant Expansion Project in the amount of \$4,600.
- vii. Lease Agreement between the Bartlesville Police Department and Grand Mental Health to lease a 2009 Chevrolet Trailblazer SUV to Grand Mental Health Crisis Intervention Response Team, Support Services Team, for daily transportation while they provide support to the police department dealing with mental health and homelessness in the community.
- viii. Lease Agreement between the City of Bartlesville and E-Z-GO for a five-year agreement on 55 golf carts, with a cost of \$123 per month with an optional GPS system available at an additional \$43.50 per month per cart.
- ix. Ratify the Bureau of Indian Affairs (BIA) Emergency Facilities & Land Use Agreement with the City of Bartlesville, with a revenue rate of \$270 per day.
- x. T-Hangar/Hangar Lease Agreements between 44 hangar tenants and the City of Bartlesville/Bartlesville Municipal Airport executed to reflect a rent increase to fair market value with the addition of a CPI-U annual increase component, revenue increase of \$25,000 annually.

### e. Approval of Surplus and Transfer Agreement

i. Approve the 1998 Ferrara 100' ladder truck Quint 3 as surplus, and approve a transfer agreement with the City of Pawhuska and in return receive the City of Pawhuska's 2000 E-One 118' Bronto ladder truck plus the difference in value between the two trucks in the amount of \$25,000.

### f. Receipt of Bartlesville NEXT Progress Report

i. Bartlesville NEXT Progress Report

### g. Receipt of Financials

i. Interim financials for eight months ending February 28, 2025.

### h. Receipt of Bids

i. Bid No. 2024-2025-014 Water Plant High Service Pump VFD Replacement Project.

Mayor Curd read the Consent Docket in its entirety. Mayor Curd pulled Item 7.d.viii. and Mr. Bailey pulled Item 7.c.i. for further discussion.

Vice Mayor Dorsey moved to approve the Consent Docket with the exception of Items 7.d.viii. and 7.c.i., seconded by Mr. Kirkpatrick.

Voting Aye:Mr. Sherrick, Mr. East, Mr. Kirkpatrick, Vice Mayor Dorsey, Mayor CurdVoting Nay:NoneMotion:Passed

Item 7.c.i. Amending the Budget of the City of Bartlesville for Fiscal Year 2024-2025 appropriating unanticipated revenue for the Golf Course Memorial Fund.

Mr. Bailey reported that the Resolution Title was incorrect. The Golf Course Memorial Fund and the Golf Course Fund are two separate funds. This resolution appropriating funds should say Golf Course Fund.

Mr. Kirkpatrick moved to approve Item 7.c.i. as amended, seconded by Vice Mayor Dorsey.

Voting Aye:Mr. East, Mr. Kirkpatrick, Vice Mayor Dorsey, Mr. Sherrick, Mayor CurdVoting Nay:NoneMotion:Passed

Item 7.d.viii. Lease Agreement between the City of Bartlesville and E-Z-GO for a five-year agreement on 55 golf carts, with a cost of \$123 per month with an optional GPS system available at an additional \$43.50 per month per cart.

At Mayor Curd's request, Mr. Bailey provided the details of the lease; seeding of the course timeline; and that a Golf Pro has been hired.

Mayor Curd moved to approve Item 7.d.viii., seconded by Vice Mayor Dorsey.

Voting Aye:Mr. Kirkpatrick, Vice Mayor Dorsey, Mr. Sherrick, Mr. East, Mayor CurdVoting Nay:NoneMotion:Passed

### 8. Discuss and take possible action to award Bid No. 2024-2025-014 for the Water Plant High Service Pump VFD Replacement project. Presented by Councilman Kirkpatrick.

Councilman Kirkpatrick moved to award Bid No. 2024-2025-014 to Expanse Electrical in the amount of \$833,500, seconded by Mr. East.

Voting Aye:Vice Mayor Dorsey, Mr. Sherrick, Mr. East, Mr. Kirkpatrick, Mayor CurdVoting Nay:NoneMotion:Passed

### 9. Discuss and take possible action to adopt new City Council meeting rules. Presented by Mike Bailey, City Manager, on behalf of the City Council.

Mr. Bailey reported that the proposed changes to the City Council Meeting rules came at the request of the City Council following the February 24, 2025 City Council Workshop. Based on the discussion from that meeting and additional input in the days following, a resolution adopting Council Meeting Rules of Procedure has been provided for discussion and approval. Mr. Bailey reviewed amendments to Section 6, 9, and 10 and listed a few proposed amendments that are not included that need to discussed and resolved. He continued reporting that Rosenburg Rules of Order with a 2011 update will still be used as well. One update in the 2011 Rosenburg Rules of Order dealt with reconsideration of items which shortened the time frame and better defined the process for bringing items back for reconsideration. He closed stating that he feels the proposed rules are fair, balanced and captures the spirit and intent of the Council's intention from the workshop. The rules have been reviewed by City staff and the City Attorney. Mayor Curd added his appreciation to staff for developing the proposed rules and how he felt it would assist him as the presiding officer of the meetings.

Discussion ensued beginning with Mr. Sherrick's suggestion to move action on this item to a special meeting in order to review further, to which the Mayor stated his preference to discuss and take action at this meeting; Mr. Kirkpatrick's suggestion to remove the word "applause" from activity disallowed (Section 10.1.2); Mr. Sherrick's inquiry on Section 8.7 about how items are prioritized on the agenda as to who are determined to be out-of-town/guest speakers and why; how the order of the agenda is provided in the OML Handbook; how the Mayor can move items on the agenda if there is a need; Mr. East's suggestion to changing the 15 minute time frame for the Public Comment/Citizens to Heard portion to 30 minutes (Section 9.2); how the current rules of 15 minutes was deemed sufficient since the Council can vote to extend if necessary, with a maximum of 30 minutes; and Mr. Sherrick inquired about (Section 7) regarding that he feels the

process be amended so that any Council Member can add items to the agenda in addition to the Mayor and City Manager.

Additional discussion covered Section 9.4 about Public Comment on Agenda Items as Mr. Sherrick wanted to confirm that the rules in place for Public Comment are the same for when/if a Council Member opens an agenda item for public comment, which Mr. Bailey confirmed they would be the same; Mr. Sherrick stating Section 9.4 be left unchanged from the current rule allowing anyone residing in Washington County be allowed to speak, not just those who live in the City limits; how he stated that in addition to keeping them unchanged, they should be amended, at a minimum, to add owners of a piece of real property that lies within the City of Bartlesville, anyone charged with the maintenance and administration of that real property within the City of Bartlesville, any attorney-at-law or attorney in-fact holding a valid power of attorney for a gualified resident of Bartlesville, and any duly elected leader of a recognized civic organization. Discussion ensued covering the definition of person charged with maintenance of property; how there are other avenues people can take to deliver comments, concerns, questions, suggestions rather than at a City Council meeting, even at times being addressed through an agenda item; how when City staff has an agenda item with a subject expert at the meeting, the Council can call that person forward to speak; Mr. Kirkpatrick pointed out that since all Council Members can potentially now place an item on the agenda, citizen's needs have an additional way to be addressed; Mayor Curd pointed out how the rules can be modified in the future if there is a need; Mr. Kirkpatrick agrees with the addition of those with power of attorney but not the others requested by Mr. Sherrick. It was at this time individual motions were entertained.

Mr. Kirkpatrick moved to amend Section 10.1.2 removing the word "applause", seconded by Vice Mayor Dorsey.

Voting Aye: Mr. Sherrick, Mr. East, Mr. Kirkpatrick, Vice Mayor Dorsey, Mayor Curd Voting Nay: None Motion: Passed

Vice Mayor Dorsey moved to amend Section 7, first paragraph to correct "but" to "by" and to remove "at least two" to "a", and adding an "s" to the word "member", seconded by Mr. East.

Voting Aye:Mr. Kirkpatrick, Vice Mayor Dorsey, Mr. Sherrick, Mr. East, Mayor CurdVoting Nay:NoneMotion:Passed

Mr. Sherrick moved to amend Section 9.4.a. to add "owners of a piece of real property that lies within the City of Bartlesville, anyone charged with the maintenance and administration of that real property within the City of Bartlesville, any attorney-at-law or attorney in-fact holding a valid power of attorney for a qualified resident of Bartlesville, and any duly elected leader of a recognized civic organization", seconded by Mr. East.

Voting Aye:	Mr. Sherrick, Mr. East, Vice Mayor Dorsey
Voting Nay:	Mr. Kirkpatrick, Mayor Curd
Motion:	Passed

### \*NOTE - Action taken later in the meeting after the conclusion of Agenda Item 14 regarding the action taken on the above amendment to Section 9.4.a.:

Vice Mayor Dorsey moved to reconsider the vote on Agenda Item 9, Section 9.4.a. stating that he would like to amend Section 9.4.a. back to only adding those who are attorneys or have power of attorneys, only to adding those two. Mr. Sherrick stated that he understood the concern and was okay with keeping all of his additions and removing the addition of leaders of recognized civic organizations, and agreed to a friendly amendment and to move on.

Mr. Kane stated that a motion was required to reconsider the action with a second, and vote. Then, a motion to amend would be required.

Vice Mayor Dorsey moved to have the action on Agenda Item 9, Section 9.4.a. reconsidered, seconded by Mr. Sherrick.

Voting Aye:Mr. Kirkpatrick, Vice Mayor Dorsey, Mr. Sherrick, Mr. East, Mayor CurdVoting Nay:NoneMotion:Passed

When Vice Mayor Dorsey was asked for clarification of the motion by the City Manager and Secretary on Section 9.4.a., Mr. Sherrick read the amendments keeping his four previously approved amendments and dropping the fifth amendment, "duly elected leaders of recognized civic organizations." When Vice Mayor Dorsey was asked if this was how he wanted his motion stated, he confirmed that the motion was correct. Therefore, the motion was: Vice Mayor Dorsey moved to amend Section 9.4.a. to add "owners of a piece of real property that lies within the City of Bartlesville, anyone charged with the maintenance and administration of that real property within the City of Bartlesville, and any attorney-at-law or attorney in-fact holding a valid power of attorney for a qualified resident of Bartlesville," seconded by Mr. Sherrick.

Voting Aye:Mr. Sherrick, Mr. East, Mr. Kirkpatrick, Vice Mayor Dorsey, Mayor CurdVoting Nay:NoneMotion:Passed

### \*Continuing Item 9 -

Mr. Sherrick stated that Section 10.2 that 10.2.3 should be stricken as it feels, in his opinion, that it represents an infringement upon speakers first amendment rights to not be able to speak in their own way to their government.

Mr. Sherrick moved to have Section 10.2.3 be stricken completely, seconded by Mr. Kirkpatrick.

Voting Aye:Mr. Sherrick, Mr. East, Mr. Kirkpatrick, Vice Mayor Dorsey, Mayor CurdVoting Nay:NoneMotion:Passed

Mr. Kirkpatrick moved to approve the remainder of the City Council Rules of Procedure, with amendments previously approved, seconded by Vice Mayor Dorsey.

Voting Aye:Mr. East, Mr. Kirkpatrick, Vice Mayor Dorsey, Mr. Sherrick, Mayor CurdVoting Nay:NoneMotion:Passed

\*Mayor Curd recessed the meeting for a five-minute break at 7:10 p.m., reopening the meeting at 7:15 p.m.

# 10. Discuss and take possible action to regulate the use of Flock Style ALPR cameras including possible action to adopt an ordinance and/or to call an election to amend the Charter. Presented by Mike Bailey, City Manager, on behalf of the City Council.

Mr. Bailey reported that there was a lot of discussion about the use of Flock Style cameras at a Council workshop on February 24, 2025. One part of that discussion was about the possibility of taking the use of the cameras to a vote of the people. Upon researching this option, Mr. Kane's opinion was that the Council does not actually have the authority to call an election specifically for an ordinance. The two proposals include an ordinance prepared by Mr. Kirkpatrick with modifications submitted to the ordinance by Mr. East, and Mr. Sherrick's resolution to call for a Charter amendment election that addresses Flock cameras. Mr. Bailey continued reporting that the Council has options, and one is not to act at all. Use of Flock Style ALPR cameras is perfectly

legal, the City has an approved contract in place, and they are being utilized. Or, the Council could adopt a Council Policy to govern how Flock is used, or adopt an Ordinace to outright ban them or to regulate. There is also an option provided for in the City Charter that allows citizens to call an election with specific instruction and criteria for them to do so. Any of these options can be combined or not done at all.

Mr. East commented that he felt like it was implied at the February 24 workshop that there was a general consensus about calling an election to address the use Flock cameras, and he would still like to see that happen. He added that in the interim, the ordinance submitted by Mr. Kirkpatrick could be utilized. He stated that he has had several interactions with the Flock company and had several emails he has shared Mr. Kane. His main concern has been about the data retention policy. The company told him that the minimum data retention is seven days, and they are in the process of providing him with information on how to request a policy change regarding this. One of the amendments he has requested includes reducing data retention to seven days. He agrees that there would be a loss of information by limiting it to seven days, but the two cases the system has been used for was handled within that time frame. Therefore, he does not see reducing data storage to seven days will prohibit saving lives.

At this point, Mr. Sherrick asked the Mayor if they could open the item up to public comment. He said there was a data scientist in the audience that he would like to have speak. Mr. East said he was ok with that as long as it is limited to 15 min. He was corrected that it is five minutes when an item is opened for public comment. Mayor Curd stated that due to the workshops, town hall meeting, and emails on the subject that he felt the Council has been inundated with comments from the public, and was good with what he has heard so far. Vice Mayor Dorsey and Mr. Kirkpatrick agreed. The Item was not opened for public comment.

Mr. Sherrick proceeded to introduce his proposed resolution specifically Exhibit B-Summary of Changes for Proposed Ballot, which he read in its entirety. He went on to provide the reasons why he feels the Charter should be amended citing upholding promises to his constituents by allowing their voice to be heard; tools and data bases he gleaned his information from; how his intent is not to impair the police department as they would be able to operate exactly as they did prior to the installation of this technology; how he was provided training law enforcement at one time in his life, and he does not wish to hurt or impair the police departments efforts; how use of cameras can be ruled a fourth amendment consideration according to his sources; how abuses have been documented; and in his opinion, curtail now or privacy is gone.

Mr. Kirkpatrick reported that during the workshop on February 24, no action was taken, only discussion; that he has felt from the beginning that there are some gaps in the usage of the cameras that needed addressed regardless of what other outcomes happen; that he has been working with the Chief of Police and sharing that he hoped that by the time he left office there would be a set of regulations that would address the concerns of the community and allow the Police Department to do their job effectively. He added that there is a parameter for the cameras that they cannot go beyond 500 feet of the city limits in any direction; and that when discussing Mr. East's amendment to minimizing data storage to seven days with the Chief Ickleberry, he stated they could work with three weeks of storage, but 30 days would be optimum. Therefore, he kept 30 days in the ordinance. He added that the City has 10 cameras operating at this time, with the ability to have as many as 20, if approved. The additional cameras would allow information from vehicles who are exiting Bartlesville. The 10 in place now obtains information of vehicles entering Bartlesville. He concluded that it is important to balance both needs, the police departments and the publics concern for privacy.

Mr. Sherrick stated he respectfully disagrees and feels it is an either/or decision. He objects to Mr. Kirkpatrick's ordinance and use of the cameras all together because once the information is moved to the "cloud" it is not just Bartlesville's information any longer. He reiterated that it is a constitutional question and the Norfolk, Virginia case is set for October 7, and he feels the case will come down to use of the system to be unconstitutional. He addressed the perimeter of the cameras which he likened to a minimum security facility, and the possible addition of more

cameras with only the Council determining the placement, not the citizens. He also addressed the audits for the reports and how in his opinion could be cumbersome for citizens to read and how they may be included in the consent docket, which may not be easily discernable. He again spoke about data storage and the capability of the data being available to outside parties, who may or may not delete data upon the City's request, and reiterated that it should be left up to the citizens to vote on usage of the system.

Mr. Kirkpatrick addressed Mr. Sherrick's comments about items on the consent docket and how it is the job of each Council member to read the consent docket and the reports attached to it in the Council packets. That it is not the public's duty to do so, but the reports are available should they want to review on their own. Discussion ensued between Mr. Sherrick and Mr. Kirkpatrick about the Council members responsibility to bring items forward in Council meetings when discussion is warranted; how at this time use of the Flock camera system is legal; and how Mr. Sherrick feels that the Norfolk, Virginia lawsuit may decide differently.

Mr. Sherrick commented about a rumor that his opposition to the Flock camera system is being driven by a vocal group, Washington County Republican Party. He stated that he is the precinct chairman for precinct 54 and also a member of the executive committee which is an advisory committee to the County committee. Discussion ensued between Mayor Curd and Mr. Sherrick regarding Mr. Sherrick's representation of that group and a potential conflict of interest; how the City Charter already includes a provision for the citizens to request an election and the criteria to do so; that the Mayor supports the use of the cameras, appreciates Mr. Kirkpatrick's ordinance and Mr. East's ways to modify it; ending with a terse discussion over religion, conflict of interest, political parties, being a bipartisan government, political censorship, and values.

Mr. Sherrick moved to adopt his Resolution proposing amendments to the Charter of the City of Bartlesville, as amended, calling a special election to submit the proposed Charter amendment to the qualified electors of the City; setting the date of June 10, 2025 for the special election; and directing that notice of the proposed Charter amendment and special election be given by the City Clerk by publication of notice as required by law, seconded by Mr. East.

Mr. Kirkpatrick commented that he was not comfortable with the technology of the Flock cameras, but wanted to point out that regulating their use is wise governance after listening to hundreds of people; examining polls administered locally; the Charter's citizen initiative available to the citizens; the number of signatures required compared to the number of voters who voted in the last Charter election; how a Charter change ruled by the minority is exactly the opposite of what the Council is elected to do; and how he would support a Charter election if it was brought forward by the Charter citizen initiative. Vice Mayor Dorsey commented that if the majority is against the use of Flock cameras, then it should be no problem to garner the 3,000 signatures via the Charter citizen initiative, and Mr. Sherrick stating he and his group will make sure this referendum happens. Vice Mayor Dorsey called for a motion to limit debate and call the question. Mayor Curd asked Council if they were ready to vote to which they agreed.

Voting Aye:	Mr. Sherrick, Mr. East
Voting Nay:	Mr. Kirkpatrick, Vice Mayor Dorsey, Mayor Curd
Motion:	Failed

Regarding the proposed ordinance. Mr. Kirkpatrick stated that he reviewed Mr. East's amendment about no direct reporting of information to federal agencies and would like to include this amendment in his proposed ordinance. Discussion ensued about guaranteeing the information is not shared once provided to another municipality; how the rule is not universally regulated; and Chief Ickleberry's approval of this amendment. Mr. Bailey confirmed the amendment to state that the verbiage should be "c. There will be no automatic data sharing with any Federal agencies."

Mr. Kirkpatrick moved to approve amendment Section 7.c. "There will be no automatic data sharing with any Federal agencies", seconded by Mr. East.

Voting Aye:Vice Mayor Dorsey, Mr. East, Mr. Kirkpatrick, Mayor CurdVoting Nay:Mr. SherrickMotion:Passed

Mr. East stated that he would like to amend Section 5.a. to say that the City will have no more than eight cameras, or the minimum number required for full query access to the system, whichever is less. Mr. East moved to amend Section 5.a. to eight cameras, or to the minimum required by Flock, down to zero if possible. The motion failed due lack of a second.

Mr. East moved to replace Section 5.b. to say no additional cameras may be installed without approval by the City Council. Mr. Kirkpatrick asked for clarification since the proposed regulations will include Council notification and approval for increased cameras, locations, and change of locations. Discussion covered notification; approval; budgeting; how Section 6 includes a bullet about reporting a list of all individuals who have direct access essentially providing an opportunity for the Council to protest any additions. At this time, Mr. Bailey reminded Council that the motion needs a second in order to continue any further discussion. The motion failed due lack of a second.

Mr. East moved to amend Section 6.a. to add a bullet to say these reports shall also include a list of all individuals who have direct access to the system along with their titles and justification for access.", seconded by Mr. Kirkpatrick

Voting Aye:	Mr. East, Mr. Kirkpatrick, Vice Mayor Dorsey, Mayor Curd
Voting Nay:	Mr. Sherrick
Motion:	Passed

Mr. East moved to amend Section 7 to reduce retention of captured data from 30 days to seven days, or the minimum allowed by the ALPR system whichever is less if the system eventually allows no retention of data, the data will no longer be retained unless the license plate is specific to an ongoing investigation seconded by Mr. Kirkpatrick.

Mr. Kirkpatrick asked Chief Ickleberry for his opinion on reducing retention. The Chief stated that 30 days is perfect because some crimes can run to one, two weeks or more out before the information is needed. He stated that it would impact the value of evidence and if it should reduce to zero then it eliminates the evidentiary value altogether. He believes it would negatively impact the use of the cameras by reducing it to less than 30 days. Mr. East inquired if reduced to zero, would it still have worked in the cases in Claremore and in El Paso. Chief Ickleberry said it would not have impacted those cases but the rape case it would have impacted negatively. Mr. Kirkpatrick stated 30 is best but inquired of Mr. East if a compromise of 21 days would work. Mr. East said no, that it still comes down to storage of data.

Voting Aye:Mr. East, Mr. SherrickVoting Nay:Mr. Kirkpatrick, Vice Mayor Dorsey, Mayor CurdMotion:Failed

Mr. East moved to amend Section 7 to add "c. There will be no automatic data sharing with any Federal agencies", seconded by Mr. Kirkpatrick.

Voting Aye:	Mr. East, Mr. Kirkpatrick, Vice Mayor Dorsey, Mr. Sherrick, Mayor Curd
Voting Nay:	None
Motion:	Passed

Mr. East moved to amend Section 9 to add "c. No additional system features, software, hardware, or otherwise, may be installed without approval by the City Council", seconded by Mr. Kirkpatrick.

Voting Aye: Mr. Kirkpatrick, Vice Mayor Dorsey, Mr. East, Mayor Curd Voting Nay: Mr. Sherrick

Motion: Passed

Mr. Kirkpatrick moved to adopt the Ordinance as amended, seconded by Vice Mayor Dorsey.

Voting Aye:Vice Mayor Dorsey, Mr. Kirkpatrick, Mayor CurdVoting Nay:Mr. East, Mr. SherrickMotion:Passed

## 11. Discuss recommendations from the Unsheltered Homeless Task Force, including proposed ordinances. Presented by Tom Gorman and Rachel Showler, Members of the Unsheltered Homeless Task Force.

Mr. Bailey reported that Mr. Gorman and Ms. Showler are the elected spokespeople of the Task Force, and the proposed ordinance presented and discussed is for discussion only. No action to be taken on it tonight. Mr. Gorman congratulated the Council on the deliberative meeting so far and recognized members of the Task Force in attendance. He stated how he has been thoroughly impressed with the resourcefulness, the dedication, the deliberate and respectful communication within the Task Force; how it is not an easy issue; how it has been very heartening to see the non-profit agencies and the respect given to the businesses, citizens and taxpayers of Bartlesville. He continued reporting that the Task Force has discussed a lot of issues with a lot of heartwrenching, honest communication and encouraged citizen attendance to the meeting.

Mr. Gorman continued reporting that the proposed ordinance for discussion is an amendatory ordinance, not new laws. The amendments to the laws were not intended to punish to the homeless community but to provide the police and judge with the necessary tools to keep parks and Pathfinder Parkway in a good, safe, usable condition. That fact is to be clearly stated. The information used to form these decisions came from good input from the police, city manager and city judge. He covered how there is a resource guide available to the public with many resources for everyone including those who are unsheltered or homeless working towards a way to improve their situation. He added that if someone who will not comply with city laws and are repeat offenders, then penalties will be administered. Ms. Showler reported that there were two voting members who voted against the proposed ordinance, she and Mr. Ainsworth, due to the fact they thought it is too restrictive and punitive. They felt it was approaching the issues backwards since there are barriers in accessing the resources available. She added that she feels that the Task Force has the right people on the committee to make the right decision with each having compassion and empathy which did not come across to the public in the proposed ordinance.

Mr. Bailey stated that he has enjoyed the discussion about the proposed ordinance over the last several meetings, and respected the no votes that were not over the content of the ordinance but about how capabilities and resources should come first. He added that the discussions about the proposed ordinances went well and was truly deliberative, and that there is a misunderstanding about the amount of fines included in the ordinance. He pointed out that the City's Municipal Code contains fines "up to \$500" mentioned frequently. This amount is to simply give the Municipal Judge the discretion to do what is right and fit for adjudication. The Judge was in favor of the maximum but did not want a minimum amount defined. Mr. Bailey commented that Judge Gentges deals with people in his courtroom, and people in this particular population on a regular basis, and does so with compassion and in a constructive manner. The amount is not intended to be punitive, but the measures are for accountability issues from what is reported from the community. Mr. Kirkpatrick added that all of the concerns raised recently by the public were also raised around the table as the Task Force discussed this. He encouraged citizens to attend the meetings to hear the discussions and they will learn that they are trying to help every single homeless neighbor. He commented on what goes into developing policies for this subject; how the Task Force is rooted first and foremost in compassion; how defining fines, "up to \$500", is to keep adjudication in the municipal court and out of District Court; how they are not trying to criminalize homelessness; how the social media comments have been incorrect; direct language in the proposed ordinance is to address issues that put the rest of the community directly at risk; and how the Task Force will be reporting monthly so the public is aware of what the Task Force

is discussing and moving forward to adopt. He provided slides with pictures of one large homeless camp where the users have been issued a citation. They came to court and instead of a fine, the Judge had them clean the camp and City employees assisted, showing a great example of what the City court is doing. He added that information with a hotline number as well as rules of the park and pathfinder parkways will be posted and placed on websites. In conclusion, Mr. Kirkpatrick reported that the Task Force will now turn their attention fully to the way the organizations can work together to fill gaps of need and create solutions. He encouraged people to contact Councilmembers via phone, email or attend a meeting and get questions answered, comments heard, and input considered. Mayor Curd thanked Mr. Gorman and Ms. Showler and stated his support for the members of the Task Force and has faith that they will provide good counsel and provide a way to move forward.

# 12. Discuss and take possible action on a resolution regarding proposed State-mandated restrictions of municipal sewer sludge or biosolids disposal and the City of Bartlesville's opposition to the passing of Oklahoma Senate Bills SB003 and SB268, as well as Oklahoma House Bill HB1726. Presented by Terry Lauritsen, Director of Water Utilities.

Mr. Lauritsen reported that this legislative session, the Oklahoma Legislature has introduced three bills as listed above aimed at banning the land application of wastewater sludge or biosolids, which are byproducts of the wastewater treatment process. These bills appear to be based on the recent establishment of limits by the EPA for certain perfluoroalkyl and polyfluoroalkyl substances (PFAS) in drinking water. The bills seek to ban the land application of sludge and biosolids that contain these substances. He listed the consumer products that gets introduced into the waste water. There has not been specific guidance or recommendations regarding the land application of sludge or biosolids containing PFAS, mainly due to the limited scientific research on the bioaccumulation in agricultural plants and livestock, the introduction of these bills in Oklahoma, in the staff's view, represent a premature and extreme response to the issue. The resolution is to place the City Council on record opposing of the passage of these bills. SB003 has been passed through the committee, approved by the Senate, without title, at this time. He explained the process of getting through legislature, and that If any one these bills pass, it would require a complete overhaul of the wastewater process resulting in \$3 million in equipment and \$200.000 in operational cost. At this time, there is not cost with land disposal.

Mr. Bailey and Mr. Lauritsen added that land application is considered to be an asset to ranchers and agriculture; how 90% is used for grassland, some use for soybean fields; how this is beneficial and preferred type of disposal: provides free fertilizer: robust testing is conducted on soil conditions; stringent State and Federal oversight; and how changes with PFAS are coming but there needs to be common sense since it incurs a fairly significant expense that would be passed on to the consumers. Discussion covered the lack of PFAS testing on land use; protocol has not been developed to test PFAS om soil, only on liquid; there is a pilot study in Norman; there is no science at this point in time only based on belief but not on actual science; how there will be regulations on PFAS but these bills and action is very strange and fast moving; Maine is the only other State moving on this; how it started more as a nuisance complaint around the town of Wellston due to OKC depositing waste on land around there and the odor issue; and a drop dead date of five years which most cities will not be capable of complying with. Further discussion covered how fields used for biosolid distribution must wait 30 days before used as grassland pastures; how 30 months must pass for a food crop to be harvested on these pastures; how the Cities partner with the land owner; well documented and fairly restrictive rules on food and animal issues and safety of all parties; and that these rules are laid out by both Federal and State laws. It is prudent to voice the City's opinion on this at this time.

In response the Council inquiries, Mr. Bailey responded that it is rare that a City Council submits this type of action to legislation; how this resolution will be complied with a group of cities who are taking this action due to its affect to direct municipal operations; how it will be provided in a packet of opposition to our legislators; and that according to Mr. Kane, this is not considered lobbying.

Vice Mayor Dorsey moved to approve a Resolution of the Bartlesville City Council regarding proposed State-mandated restrictions of municipal sewer sludge or biosolids disposal and the City of Bartlesville's opposition to the passing of Oklahoma Senate Bills SB003 and SB268, as well as Oklahoma House Bill HB1726, seconded by Mr. Kirkpatrick.

Mr. Kirkpatrick would like to see PFAS testing completed.

Voting Aye:Vice Mayor Dorsey, Mr. East, Mr. Kirkpatrick, Mayor CurdVoting Nay:Mr. SherrickMotion:Passed

13. Discuss and take possible action to direct staff to publish notice of a petition by Dinner Out LLC, requesting annexation of a 27.015-acre +/- tract of land to be zoned M-2 General Industrial/PUD, said tract of land described as a part of the Southwest Quarter of the Southwest Quarter of Section 3, Township 26 North, Range 12 East of the Indian Base and Meridian, Osage County, Oklahoma (former Siemens facility). Presented by Larry Curtis, Director of Community Development.

Mr. Curtis reported that the owners for the property have requested annexation into the city limits. The facility is surrounded on all sides by the City and they want to be able to utilize the City's team of inspectors, fire department staff and everyone along those lines to have the process in place when applying for building permits. He added that obtaining what is needed by going through the State would take much longer. This is the first step in the annexation process.

Discussion covered there are no concerns at all with this; how the City already provides water and sewer to this location; the new owners are Lincoln Electric; and that they will sublet part of the facilities for office space

Mr. East moved to direct staff to publish notice of a petition by Dinner Out LLC requesting annexation as described, seconded by Vice Mayor Dorsey.

Voting Aye:Mr. Sherrick, Mr. East, Mr. Kirkpatrick, Vice Mayor Dorsey, Mayor CurdVoting Nay:NoneMotion:Passed

### 14. Discuss and take possible action to create a K-9 Unit Retirement Subsidy Program. Presented by Mayor Curd and Vice Mayor Dorsey.

Mayor Curd reported that he and Vice Mayor Dorsey would like to create a special program to support K-9 officers and their retiring K-9. The program would provide funding for some basic costs associated with the adoption of an aging police K-9. It will be designed to cover a \$500 one-time adoption stipend to be paid to a handler upon adoption of their retired police K-9, a plaque recognizing the service of the officer and the retiring K-9, a liability insurance policy to cover ownership of a police K-9, and assistance with veterinary bills including any end-of-life costs. If approved, an officer will prepare the policy and bring it back to the Council for approval.

Mayor Curd moved to approve the creation of a K-9 Unit Retirement Subsidy Program, seconded by Vice Mayor Dorsey.

Voting Aye:Mr. East, Mr. Kirkpatrick, Vice Mayor Dorsey, Mr. Sherrick, Mayor CurdVoting Nay:NoneMotion:Passed

### 15. New Business.

There was no new business to address.

### 16. City Manager and Staff Reports.

Free yard debris pickup for residential utility customers will be held the week of May 5, 2025.

### 17. City Council Comments and Inquiries.

Mayor Curd stated his appreciation of the Council during the challenges in the meeting, and citizens in attendance.

18. There being no further business to address, Mayor Curd adjourned the meeting at 8:59 p.m.

James C. Curd, Jr., Mayor

Jason Muninger, CFO/City Clerk



Council Chambers at City Hall 401 S. Johnstone Avenue Bartlesville, OK 74003 MINUTES OF SPECIAL MEETING OF THE BARTLESVILLE CITY COUNCIL

> Tuesday, April 22, 2025 5:30 p.m.

Mayor James S. Curd, Jr. 918-338-4282

### **MINUTES**

(The Notice of Meeting and Agenda was posted on April 18, 2024 at 5:30 p.m.)

City Council members present were Mayor James S. Curd, Jr., Vice Mayor Trevor Dorsey, and Council Members Aaron Kirkpatrick, Larry East, and Tim Sherrick.

City staff present were Police Chief Kevin Ickleberry, Police Captain Daniel Elkins, Sr., Greg Collins, Special Projects Manager, Micah Snyder, Senior Planner, Holly Mayhew, Planner I, and Madison Sanford, Senior Administrative Assistant.

- 1. The Special Meeting of the Bartlesville City Council was called to order by Mayor Curd at 5:30 p.m.
- 2. Roll call was conducted and a quorum established.
- 3. To allow City Council attendance at the Planning Commission Meeting.

Mayor Curd stated that City Council was in attendance of the April 22, 2025 Regular Meeting of the Bartlesville City Planning Commission and turned the proceedings over to Planning Commission Chairman, John Kane, who called to order the April 22, 2025 Regular Meeting of the Bartlesville City Planning Commission.

4. Adjournment.

After the adjournment of the April 22, 2025 Regular Meeting of the Bartlesville City Planning Commission, there being no further business to conduct, Mayor Curd adjourned the Special City Council meeting at 6:16 p.m.

James S. Curd, Jr., Mayor



April 28, 2025 5:30 p.m.

Mayor James S. Curd, Jr. 918-338-4282

### MINUTES

(The Notice of Meeting and Agenda was posted at 5:30 p.m. April 23, 2025)

City Council members present were Mayor James S. Curd, Jr., Vice Mayor Trevor Dorsey, and Council Members Aaron Kirkpatrick, Larry East and Tim Sherrick.

City staff present were Mike Bailey, City Manager, Laura Sanders, Assistant City Manager, Jess Kane, City Attorney, Jason Muninger, CFO/City Clerk, Terry Lauritsen, Director of Water Utilities, Micah Siemers, Director of Engineering, Keith Henry, Public Works Director, Kelli Williams, Chief Communications Officer, Matt McCollough, IT Director, Robin Betts, HR Director, Larry Curtis, Community Development Director, Alicia Shelton, Accounting and Finance Supervisor, Mike Richardson, Airport Director, Kiley Roberson, Library Director, Police Chief Kevin Ickleberry, Deputy Police Chief Andrew Ward, Deputy Police Chief Troy Newell, Beth Gray, Police Dept. Finance, Fire Chief H.C. Call, and Elaine Banes, Executive Assistant.

- 1. The Special Workshop Meeting of the Bartlesville City Council was called to order by Mayor Curd at 5:30 p.m.
- 2. Roll call was conducted and a quorum established.
- 3. Public Comments on Agenda Items.

There were no comments.

4. Presentation and discussion on the City of Bartlesville Budget for Fiscal Year 2025-2026. Presented by Jason Muninger, CFO/City Clerk.

Mr. Muninger presented a complete overview of the budget including salary increases, the addition of firefighters and golf personnel, and projections for FY 2025-2026. Discussion covered how cost of living and merit compensation is determined; utility rate increases; how the addition of the firefighters may assist in lowering over-time costs; methods to reduce fire over-time; and 911 Fund and personnel. Additional questions from Mr. East over several items were answered individually as he brought them forward. A change was pointed out in IT Professional Services adding \$100,000 for AI policy/use research and development.

### 5. Presentation and discussion on the Capital Improvements Program (CIP) Budget for Fiscal Year 2025-2026. Presented by Micah Siemers, P.E., Director of Engineering.

Mr. Siemers presented the CIP Budget complete with a PowerPoint showing all projects that fall under capital improvements. He explained the G.O. Bond Funding and how all 70% projects must be



City Hall, 1<sup>st</sup> Floor Conference Room 401 S. Johnstone Avenue Bartlesville, OK 74003 completed as they are chosen by citizen election with 30% projects are discretionary. He reported that 100% of the projects are always completed. Discussion covered how input from the Westside Community Center Director should be invited regarding the pavilion at Douglas Park; City Hall funding; bike paths; downtown landscaping, currently under design; new water meters; vactor truck with root foaming and chemicals used; police vehicles; security cameras; debt service calculations; and whether a contingency fund could be developed for City Council deemed emergency projects; and how there are methods already in place for emergency projects.

### 6. City Manager and Staff Reports.

There were no reports.

### 7. City Council Comments and Inquiries.

Mr. Kirkpatrick thanked staff for their work on the budget. Mayor Curd commented that this is his ninth budget to review and that he has great faith in the City staff. He added that the City has had good financial years and have been able to catch up on needs.

### 8. There being no further business to address, Mayor Curd adjourned the meeting at 8:15 p.m.

James S. Curd, Jr., Mayor

Jason Muninger, CFO/City Clerk



### I. SUBJECT, ATTACHMENTS, AND BACKGROUND

2- Hangar 8 community space leases between Airport tenants and the City of Bartlesville.

Attachments: Buffalo Wild Wings LLC and the City of Bartlesville Wings of Change Ministries and the City of Bartlesville

### II. STAFF COMMENTS AND ANALYSIS

Community hangar leases have not been adjusted in several years. New Airport Leases are being executed to reflect a rent increase to fair market value with the addition of a CPI-U annual increase component. CPI-U will not take effect until May 2026

### III. BUDGET IMPACT

CPI-U to take effect May 2026

### **IV. RECOMMENDED ACTION**

Staff recommends entering into Hangar 8 space lease agreements with Buffalo Wild Wings LLC and Wings of Change Ministries.

#### AIRPORT HANGAR LEASE AGREEMENT FOR THE BARTLESVILLE MUNICIPAL AIRPORT – CITY OWNED

This AIRPORT HANGAR LEASE AGREEMENT for certain facilities in and upon the Bartlesville Municipal Airport ("Agreement") is dated as of the Effective Date (defined herein below) by and between the CITY OF BARTLESVILLE, Oklahoma, an Oklahoma municipal corporation, hereinafter referred to as "**City**" or "**Lessor**", and Buffalo Wings LLC, hereinafter referred to as "**Lessee**". The Lessor and Lessee may be individually referred to herein as a "Party", and collectively referred to herein as the "Parties".

### RECITALS:

A. WHEREAS, Lessor owns a majority of the Bartlesville Municipal Airport consisting of approximately 430 acres of land located on the west side of the City of Bartlesville, County of Osage, State of Oklahoma, together with all buildings, structures, fixtures, improvements, runways, taxiways, roads, paved areas, facilities, equipment, personal property and other property of Lessor located on or used on or about the airport, as well as all additions and installations of Lessor, which may hereafter be constructed therein or thereon by Lessor during the term of this Lease (all of the foregoing being hereinafter collectively referred to as the "Airport"); and

B. WHEREAS, Lessor desires to let and Lessee desires to lease certain facilities in and upon the Airport pursuant to the terms and conditions of this Agreement, all as more fully set forth herein below.

#### WITNESSETH:

NOW THEREFORE, for and in consideration of the respective promises and agreements herein, and other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the Parties agree as follows:

1. <u>Leased Premises</u>. Lessor, for and in consideration of the covenants and agreements herein contained to be kept and performed by Lessee, does hereby demise and lease to Lessee the following described hangar facilities, to wit:

#### SEE EXHIBIT "A" attached hereto and incorporated herein by this reference (the "Leased Premises").

Lessor grants to Lessee the right of ingress and egress to and from the Leased Premises. Lessee shall not obstruct or interfere with use of the aprons or ramps as a means of access to and from other areas of the airport, nor interfere with the operations or business activities of Operator.

2. <u>Permitted Use.</u> All property leased and utilized by Lessee shall be used exclusively for aeronautical activities and such other permissible activities under City of Bartlesville Resolution 2668.

3. <u>Term.</u> This Agreement shall be effective for an initial term of one (1) month Commencing the 1st day of May, 2025, and ending on the 31st day of May, 2025, and shall continue in effect from month to month thereafter unless and until terminated by notice given to either Party by the other at least thirty (30) days in advance of said termination. Neither Lessor nor Lessee shall have any liability to each other for any such termination.

4. <u>Rent.</u> Lessee, in consideration of the mutual promises and covenants contained in this Agreement, does covenant and agree with the City of Bartlesville to pay its rent for said leased property in the sum of Three Hundred and NO/100 Dollars (\$300.00) per calendar month. The rent shall increase annually by the percentage increase of the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index for All Urban Consumers (CPI-U) – (all items index, unadjusted) for the immediately preceding calendar year ending in December, results ordinarily published in January of the following year. The following table is meant to illustrate and not revise the previous paragraph and is presented herein in order to assist in its interpretation:

(12 months)	\$300.00/per month
(12 months)	\$300.00 rent + CPI-U Percentage Increase from 2025 = monthly rent

All such payments shall be made to Lessor, at the following address:

City of Bartlesville 401 S Johnstone Bartlesville, OK 74003

An invoice will be sent to Lessee on the 1<sup>st</sup> business day of the month, to be payable by the last business day of the current month to Lessor at the address listed herein above. Lessor agrees that any adjustment to rent shall be made only after giving at least 60 days advance notice to Lessee.

5. <u>Effective Date</u>. The "Effective Date" of this Agreement shall be the later of the two (2) dates upon which this Agreement is executed by Lessor and Lessee as evidenced by the date inserted by each such Party next to their authorized agents' respective signatures, and concurrent with their signature hereto. If Lessee fails to date its signature hereto, the "Effective Date" of this Agreement shall be the date of Lessor's signature hereto, and if Lessor fails to date its signature hereto. the "Effective Date" of this Agreement shall be the date of Lessee's signature hereto.

6. <u>Compliance with Laws.</u> Lessee recognizes that the airport receives federal and state grant money from time to time, and that all Airport leases must comply with certain relevant federal laws and regulations, and agrees to comply with all such laws and regulations. Moreover, Lessee agrees to conduct all activities on the Leased Premises in compliance with all federal, state, and municipal statutes and ordinances, and with all regulations, orders, and directives of appropriate governmental agencies, as such statutes, ordinances, regulations, orders and directives now exist or provide.

Disclaimer, LESSOR HEREBY EXPRESSLY DISCLAIMS AND NEGATES, AND LESSEE 7. HEREBY WAIVES, ALL WARRANTIES OF ANY KIND OR TYPE WHATSOEVER WITH RESPECT TO THE PROPERTY AND LEASED PREMISES, WHETHER EXPRESS, IMPLIED OR STATUTORY, INCLUDING BY WAY OF DESCRIPTION BUT NOT LIMITATION ANY WARRANTY OF TITLE, CONDITION, SAFETY, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE OR USE. LESSEE ACKNOWLEDGES AND AGREES THAT NEITHER LESSOR NOR ANYONE ACTING FOR OR ON BEHALF OF THE LESSOR HAS MADE ANY REPRESENTATIONS, WARRANTIES, STATEMENTS OR PROMISES, EXPRESS OR IMPLIED, CONCERNING THE PROPERTY AND THE LEASED PREMISES, ITS QUALITY, VALUE, PHYSICAL ASPECTS OR CONDITIONS THEREOF, OR ANY OTHER MATTER WITH RESPECT THERETO, THAT LESSEE HAS NOT RELIED UPON ANY REPRESENTATIONS, WARRANTIES, STATEMENTS OR PROMISES OF LESSOR OR ANYONE ACTING FOR ON BEHALF OF LESSOR, AND THAT ALL MATTERS CONCERNING THE PROPERTY AND LEASED PREMISES HAVE BEEN INDEPENDENTLY VERIFIED BY LESSEE. LESSEE FURTHER ACKNOWLEDGES AND AGREES THAT LESSEE HAS MADE A COMPLETE INSPECTION OF THE LEASED PREMISES AND IS IN ALL RESPECTS SATISFIED THEREWITH, AND THAT LESSEE ACCEPTS THE SAME "AS IS", "WHERE IS", WITH ALL FAULTS IN ITS PRESENT CONDITION AND STATE OF REPAIR. THE PARTIES ACKNOWLEDGE AND AGREE THAT THE DISCLAIMERS OF THE WARRANTIES CONTAINED IN THIS PARAGRAPH ARE "CONSPICUOUS" DISCLAIMERS FOR THE PURPOSES OF ANY APPLICABLE LAW, RULE OR ORDER.

LESSEE SHALL RELEASE, INDEMNIFY, DEFEND AND HOLD Indemnification. 8. LESSOR ITS PARENTS, SUBSIDIARIES, AFFILIATES, SUCCESSORS, ASSIGNS, PARTNERS AND CO-VENTURERS, AND EACH OF THEIR RESPECTIVE DIRECTORS, OFFICERS, EMPLOYEES, AGENTS, CONTRACTORS, SUBCONTRACTORS, AND REPRESENTATIVES (COLLECTIVELY THE "INDEMNIFIED PARTIES"), HARMLESS FROM AND AGAINST ANY AND ALL CLAIMS, DEMANDS, SUITS, CAUSES OF ACTION, FINES, PENALTIES, DAMAGES, LOSSES, JUDGMENTS, COSTS AND AND/OR (INCLUDING ATTORNEYS' FEES AND COSTS OF LITIGATION EXPENSES INVESTIGATION), AND LIABILITIES, OF EVERY KIND, INCLUDING WITHOUT LIMITATION THOSE RELATING TO INJURY TO OR DEATH OF ANY PERSONS OR LOSS OR DAMAGE TO ANY PROPERTY, ARISING OUT OF, RESULTING FROM OR CONNECTED DIRECTLY OR INDIRECTLY WITH THE LEASE GRANTED HEREUNDER OR THE EXERCISE OF ANY OF LESSEE'S RIGHTS HEREUNDER, INCLUDING WITHOUT LIMITATION LESSEE, ITS EMPLOYEES, CONTRACTORS, SUBCONTRACTORS, AGENTS OR REPRESENTATIVES USE OR PRESENCE ON THE LEASED PREMISES OR PROPERTY OR THEIR FAILURE TO COMPLY WITH ANY OF THE TERMS AND PROVISIONS OF THIS AGREEMENT, REGARDLESS OF THE CAUSE OR CAUSES THEREOF, INCLUDING WITHOUT LIMITATION STRICT LIABILITY OR THE SOLE, JOINT OR CONCURRENT NEGLIGENCE OR FAULT (WHETHER IMPOSED BY STATUTE, RULE, REGULATION OR OTHERWISE) OF THE INDEMNIFIED PARTIES, EXCEPT TO THE EXTENT CAUSED BY THE INDEMNIFIED PARTIES' WILLFUL MISCONDUCT.

9. <u>Permits and Cooperation</u>. Lessee shall, at no cost to Lessor, obtain any and all governmental permits and approvals which may be necessary for it to conduct any work or activities under this Agreement. Lessee shall coordinate all activities under this Agreement with Lessor to minimize any disruption to Lessor's facilities or operations on the Property.

10. <u>Time of Essence</u>. To the extent any obligations or time for performance set forth in this Agreement are to be performed by Lessor or Lessee or any rights under this Agreement are to be exercised by Lessor or Lessee, if at all, by a specific date or within a prescribed time period, **time shall be of the essence**.

11. <u>Governing Law</u>. The interpretation and performance of this Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Oklahoma, except for any rule of law of the State of Oklahoma which would make the law of another jurisdiction apply.

12. <u>Conflict of Interest</u>. Lessee shall not directly or indirectly pay any salaries, commissions or fees, or make payments or grant any rebates to, any employee, officer or agent of Lessor nor favor employees, officers or agents of Lessor, or designees of such employees, officers or agents, with gifts or entertainment of significant cost or value, nor with services or goods sold at less than full market value, nor enter into any business arrangement with employees, officers or agents of Lessor unless such employees, officers or agents are acting as representatives of Lessor.

13. <u>Non-Assignment</u>. This Agreement is personal to Lessee and Lessee shall not assign the Leased Premises nor sublet the same or any part thereof, and any such attempted assignment or sublease without the written consent of Lessor shall be void.

14. <u>Waiver</u>. One or more waivers of any covenant or condition by Lessor shall not be construed as a waiver of a subsequent breach of the same covenant or condition, and the consent or approval by Lessor to or of any act by Lessee requiring Lessor's consent or approval shall not be deemed to waive or render unnecessary Lessor's consent or approval to or of any subsequent similar act by Lessee.

15. <u>Severability</u>. If any term or provision of this Agreement or the application thereof to any person or circumstances shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those to

which it is held invalid or unenforceable, shall not be affected thereby and each term and provision of this Agreement shall be valid and be enforced to the full extent permitted by law.

16. <u>Construction</u>. The Parties have jointly participated in the negotiation and drafting of this Agreement. In the event any ambiguity or question of intent or interpretation arises, this Agreement shall be construed as if drafted jointly by the Parties and no presumption or burden of proof shall arise favoring or disfavoring either Party by virtue of the authorship of any of the provisions of this Agreement.

17. <u>Entire Agreement</u>. This Agreement, including the attached exhibits, constitutes the entire agreement between the Parties and supersedes any prior understandings, covenants, promises, agreements, conditions or representations by or between the Parties, whether written or oral, related in any way to the subject matter hereof. No subsequent alteration, amendment, change, modification or addition to the Agreement shall be binding upon Lessor or Lessee unless reduced to writing and signed by authorized representatives of Lessor and Lessee. The indemnities and releases provided for in this Agreement shall survive the termination of this Agreement.

18. <u>Counterparts</u>. This Agreement may be executed in counterparts, each of which shall be an original but all of which shall constitute but one and the same instrument.

19. <u>Utilities</u>. Lessee understands utilities are provided to the leased premises. The cost of utilities is included in the rent. Any supplemental heat will only be utilized while lessee is present on the leased premises.

20. Improvements, Alterations and Signage. Lessee shall not repaint, redecorate, or construct any improvement, alteration or sign(s) upon any portion of the Leased Premises without the advance written consent and approval of the Lessor, and any such work shall be done at Lessee's own expense. All alterations, additions, improvements and signs ("Lessee's Improvements") installed at the expense of Lessee shall remain the property of Lessee and may be removed from the Leased Premises by Lessee at any time prior to or within thirty (30) days following termination of this Lease; provided, however, that any part of Lessee's Improvements that are permanently affixed or cannot be removed without irreparable damage and any walls erected by Lessee or flooring materials placed on the Leased Premises by Lessee shall become the property of Lessor upon termination of this Lease. Lessee shall repair or cause to be repaired any damage to the Building and Leased Premises caused by such removal. Upon termination or expiration of the Term of this Lease, Lessee may at its election abandon in place any of Lessee's Improvements. Any of Lessee's Improvements that are not removed by Lessee within thirty (30) days after this Lease terminates or expires shall be deemed to have been abandoned by Lessee and shall become the property of Lessor. All alterations, improvements, additions and repairs made by Lessee shall be made in good and workmanlike manner.

21. <u>Surrender</u>. Lessee agrees that at the termination of this Agreement, all property in and upon the Leased Premises shall be returned to Lessor in at least as good condition as when first occupied by Lessee, excepting ordinary wear and tear and extraordinary loss by fire, wind, or accident not under the control of the Lessee or Lessee's employees. Lessee further agrees to keep premises in good repair at Lessee's own expense.

22. <u>Risk of Loss</u>. Should any extraordinary loss, injury, damage or delay of any nature whatsoever resulting therefrom, caused by an act of God, fire, flood, accident, strike, labor dispute, riot, insurrection, war, or any other cause beyond Lessor's control, Lessor is under no obligation to repair or replace said property nor shall Lessor be liable for any loss or damage to property belonging to Lessee or any other person, firm or organization.

23. <u>Notices</u>. Any notice which may be given by any Party to any other Party or entity hereunder shall be deemed to have been properly given if sent in writing by first class mail or by electronic means as follows:

- Lessor: City of Bartlesville Attn: Jason Muninger 401 S. Johnstone Ave. Bartlesville, OK 74003 Facsimile: (918) 338-4229
- Lessee: Buffalo Wings LLC PO Drawer A Bartlesville, OK, 74005

**N14P** 

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IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date.

### (SIGNATURES ON FOLLOWING PAGE)

### LESSOR:

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**CITY OF BARTLESVILLE** 

By: \_\_\_ Name: Title: Mayor, City of Bartlesville Date

ATTEST:

City Clerk APPROVED AS TO FORM AND CONTENT:

City Attorney

Buffalo Wings, LLC ITAlema Date: 3/4/2025 LESSEE: Kennett By Kenneth Johns Print Name: Kenneth Co. Adams Title: managing partner

### Exhibit "A" (Description of Leased Premises)

Approx. 1140 sq. ft. within Hangar 8 located at the Bartlesville Municipal Airport in Section 3-T26N-R12E, Osage County, Oklahoma.

Airport Hangar Lease Agreement for the Bartlesville Municipal Airport – City Owned

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### AIRPORT HANGAR LEASE AGREEMENT FOR THE BARTLESVILLE MUNICIPAL AIRPORT – CITY OWNED

This AIRPORT HANGAR LEASE AGREEMENT for certain facilities in and upon the Bartlesville Municipal Airport ("Agreement") is dated as of the Effective Date (defined herein below) by and between the CITY OF BARTLESVILLE, Oklahoma, an Oklahoma municipal corporation, hereinafter referred to as "**City**" or "**Lessor**", and Wings of Change Ministries, hereinafter referred to as "**Lessee**". The Lessor and Lessee may be individually referred to herein as a "Party", and collectively referred to herein as the "Parties".

#### RECITALS:

A. WHEREAS, Lessor owns a majority of the Bartlesville Municipal Airport consisting of approximately 430 acres of land located on the west side of the City of Bartlesville, County of Osage, State of Oklahoma, together with all buildings, structures, fixtures, improvements, runways, taxiways, roads, paved areas, facilities, equipment, personal property and other property of Lessor located on or used on or about the airport, as well as all additions and installations of Lessor, which may hereafter be constructed therein or thereon by Lessor during the term of this Lease (all of the foregoing being hereinafter collectively referred to as the "Airport"); and

B. WHEREAS, Lessor desires to let and Lessee desires to lease certain facilities in and upon the Airport pursuant to the terms and conditions of this Agreement, all as more fully set forth herein below.

### WITNESSETH:

NOW THEREFORE, for and in consideration of the respective promises and agreements herein, and other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the Parties agree as follows:

1. <u>Leased Premises</u>. Lessor, for and in consideration of the covenants and agreements herein contained to be kept and performed by Lessee, does hereby demise and lease to Lessee the following described hangar facilities, to wit:

### SEE EXHIBIT "A" attached hereto and incorporated herein by this reference (the "Leased Premises").

Lessor grants to Lessee the right of ingress and egress to and from the Leased Premises. Lessee shall not obstruct or interfere with use of the aprons or ramps as a means of access to and from other areas of the airport, nor interfere with the operations or business activities of Operator.

2. <u>Permitted Use.</u> All property leased and utilized by Lessee shall be used exclusively for aeronautical activities and such other permissible activities under City of Bartlesville Resolution 2668.

3. <u>Term.</u> This Agreement shall be effective for an initial term of one (1) month Commencing the 1st day of May, 2025, and ending on the 31st day of May, 2025, and shall continue in effect from month to month thereafter unless and until terminated by notice given to either Party by the other at least thirty (30) days in advance of said termination. Neither Lessor nor Lessee shall have any liability to each other for any such termination.

4. <u>Rent.</u> Lessee, in consideration of the mutual promises and covenants contained in this Agreement, does covenant and agree with the City of Bartlesville to pay its rent for said leased property in the sum of Three Hundred and NO/100 Dollars (\$300.00) per calendar month. The rent shall increase annually by the percentage increase of the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index for All Urban Consumers (CPI-U) – (all items index, unadjusted) for the immediately preceding calendar year ending in December, results ordinarily published in January of the following year. The following table is meant to illustrate and not revise the previous paragraph and is presented herein in order to assist in its interpretation:

05/01/202504/30/2026	(12 months)	\$300.00/per month
05/01/202604/30/2027	(12 months)	\$300.00 rent + CPI-U Percentage Increase from 2025 = monthly rent

All such payments shall be made to Lessor, at the following address:

City of Bartlesville 401 S Johnstone Bartlesville, OK 74003

An invoice will be sent to Lessee on the 1<sup>st</sup> business day of the month, to be payable by the last business day of the current month to Lessor at the address listed herein above. Lessor agrees that any adjustment to rent shall be made only after giving at least 60 days advance notice to Lessee.

5. <u>Effective Date</u>. The "Effective Date" of this Agreement shall be the later of the two (2) dates upon which this Agreement is executed by Lessor and Lessee as evidenced by the date inserted by each such Party next to their authorized agents' respective signatures, and concurrent with their signature hereto. If Lessee fails to date its signature hereto, the "Effective Date" of this Agreement shall be the date of Lessor's signature hereto, and if Lessee's signature hereto.

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Disclaimer, LESSOR HEREBY EXPRESSLY DISCLAIMS AND NEGATES, AND LESSEE 7. HEREBY WAIVES, ALL WARRANTIES OF ANY KIND OR TYPE WHATSOEVER WITH RESPECT TO THE PROPERTY AND LEASED PREMISES, WHETHER EXPRESS, IMPLIED OR STATUTORY, INCLUDING BY WAY OF DESCRIPTION BUT NOT LIMITATION ANY WARRANTY OF TITLE, CONDITION, SAFETY, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE OR USE. LESSEE ACKNOWLEDGES AND AGREES THAT NEITHER LESSOR NOR ANYONE ACTING FOR OR ON BEHALF OF THE LESSOR HAS MADE ANY REPRESENTATIONS, WARRANTIES, STATEMENTS OR PROMISES, EXPRESS OR IMPLIED, CONCERNING THE PROPERTY AND THE LEASED PREMISES, ITS QUALITY, VALUE, PHYSICAL ASPECTS OR CONDITIONS THEREOF, OR ANY OTHER MATTER WITH RESPECT THERETO, THAT LESSEE HAS NOT RELIED UPON ANY REPRESENTATIONS, WARRANTIES, STATEMENTS OR PROMISES OF LESSOR OR ANYONE ACTING FOR ON BEHALF OF LESSOR, AND THAT ALL MATTERS CONCERNING THE PROPERTY AND LEASED PREMISES HAVE BEEN INDEPENDENTLY VERIFIED BY LESSEE. LESSEE FURTHER ACKNOWLEDGES AND AGREES THAT LESSEE HAS MADE A COMPLETE INSPECTION OF THE LEASED PREMISES AND IS IN ALL RESPECTS SATISFIED THEREWITH, AND THAT LESSEE ACCEPTS THE SAME "AS IS", "WHERE IS", WITH ALL FAULTS IN ITS PRESENT CONDITION AND STATE OF REPAIR. THE PARTIES ACKNOWLEDGE AND AGREE THAT THE DISCLAIMERS OF THE

WARRANTIES CONTAINED IN THIS PARAGRAPH ARE "CONSPICUOUS" DISCLAIMERS FOR THE PURPOSES OF ANY APPLICABLE LAW, RULE OR ORDER.

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11. <u>Governing Law</u>. The interpretation and performance of this Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Oklahoma, except for any rule of law of the State of Oklahoma which would make the law of another jurisdiction apply.

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15. <u>Severability</u>. If any term or provision of this Agreement or the application thereof to any person or circumstances shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those to

which it is held invalid or unenforceable, shall not be affected thereby and each term and provision of this Agreement shall be valid and be enforced to the full extent permitted by law.

16. <u>Construction</u>. The Parties have jointly participated in the negotiation and drafting of this Agreement. In the event any ambiguity or question of intent or interpretation arises, this Agreement shall be construed as if drafted jointly by the Parties and no presumption or burden of proof shall arise favoring or disfavoring either Party by virtue of the authorship of any of the provisions of this Agreement.

17. <u>Entire Agreement</u>. This Agreement, including the attached exhibits, constitutes the entire agreement between the Parties and supersedes any prior understandings, covenants, promises, agreements, conditions or representations by or between the Parties, whether written or oral, related in any way to the subject matter hereof. No subsequent alteration, amendment, change, modification or addition to the Agreement shall be binding upon Lessor or Lessee unless reduced to writing and signed by authorized representatives of Lessor and Lessee. The indemnities and releases provided for in this Agreement shall survive the termination of this Agreement.

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Improvements, Alterations and Signage. Lessee shall not repaint, redecorate, or construct 20. any improvement, alteration or sign(s) upon any portion of the Leased Premises without the advance written consent and approval of the Lessor, and any such work shall be done at Lessee's own expense. All alterations, additions, improvements and signs ("Lessee's Improvements") installed at the expense of Lessee shall remain the property of Lessee and may be removed from the Leased Premises by Lessee at any time prior to or within thirty (30) days following termination of this Lease; provided, however, that any part of Lessee's Improvements that are permanently affixed or cannot be removed without irreparable damage and any walls erected by Lessee or flooring materials placed on the Leased Premises by Lessee shall become the property of Lessor upon termination of this Lease. Lessee shall repair or cause to be repaired any damage to the Building and Leased Premises caused by such removal. Upon termination or expiration of the Term of this Lease, Lessee may at its election abandon in place any of Lessee's Improvements. Any of Lessee's Improvements that are not removed by Lessee within thirty (30) days after this Lease terminates or expires shall be deemed to have been abandoned by Lessee and shall become the property of Lessor. All alterations, improvements, additions and repairs made by Lessee shall be made in good and workmanlike manner.

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22. <u>Risk of Loss</u>. Should any extraordinary loss, injury, damage or delay of any nature whatsoever resulting therefrom, caused by an act of God, fire, flood, accident, strike, labor dispute, riot, insurrection, war, or any other cause beyond Lessor's control, Lessor is under no obligation to repair or replace said property nor shall Lessor be liable for any loss or damage to property belonging to Lessee or any other person, firm or organization.

23. <u>Notices</u>. Any notice which may be given by any Party to any other Party or entity hereunder shall be deemed to have been properly given if sent in writing by first class mail or by electronic means as follows:

1.

Lessor: City of Bartlesville Attn: Jason Muninger 401 S. Johnstone Ave. Bartlesville, OK 74003 Facsimile: (918) 338-4229

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Lessee: Wings of Change Ministries 8422 S. Harvard Avenue Tulsa, OK 74137

### N831WC

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date.

#### (SIGNATURES ON FOLLOWING PAGE)

#### LESSOR:

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CITY OF BARTLESVILLE

By: \_\_\_\_\_ Name: \_\_\_\_\_ Title: Mayor, City of Bartlesville

ATTEST:

City Clerk APPROVED AS TO FORM AND CONTENT:

City Attorney

LESSEE:

By: Print Name: Devid Kosanke Title: Vice President

Date: 3/24/25

Date;\_\_\_\_\_

#### Exhibit "A" (Description of Leased Premises)

Approx. 1600 sq. ft. within Hangar 8 located at the Bartlesville Municipal Airport in Section 3-T26N-R12E, Osage County, Oklahoma.

Airport Hangar Lease Agreement for the Bartlesville Municipal Airport – City Owned

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#### I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Approval of a proposal from Midwest Infrastructure Coatings to install an interior coating system on selected sanitary sewer manholes.

Attachments: Proposal

# II. PROJECT DESCRIPTION, STAFF COMMENTS AND ANALYSIS, AND BUDGET AMOUNT.

As part of ongoing efforts to reduce storm water inflow and infiltration (I&I) into the City's wastewater collection system, staff has identified a number of manholes that are contributing to I&I and are suitable candidates for rehabilitation using an interior coating method.

The selected manholes have been found to allow excessive inflow and infiltration, contributing to increased load on the wastewater system. To address this, staff proposes the application of a newer rehabilitation product that utilizes a multi-layer system composed of closed cell foam and Polyurea. This coating is applied to the interior surfaces of the manholes and is designed to create a watertight barrier.

This project will serve as a pilot to evaluate the effectiveness and long-term benefits of this rehabilitation method. The locations of the targeted manholes are detailed below.





#### III. BUDGET IMPACT

\$318,000 is available for wastewater system improvements. The proposed cost of these improvements, \$17,480, is within the available budget.

#### IV. RECOMMENDED ACTION

Staff recommends approval of the proposal from Midwest Infrastructure Coatings in the amount of \$17,480.



www.midwestinfrastructurecoatings.com 10007 Marina Road, Jefferson City, MO 65101

City of Bartlesville, OK (Manhole Rehab)

We are pleased to present the following proposal:

Install the OBIC Multi – layer Armor, aromatic polyurea coating system. We are a certified Applicator of OBIC materials.

- This quote is good for 30 days
- Pricing is for installation of the Multi-Layer Liner System including surface preparation, average leak stoppage materials for minor concrete patching (up to 1 gallon of chemical grout), installation, and supervision.
- Requires Application Truck access within 200' of the structures to be provided.
- Off road locations may require assistance from owner for access.
- DOT Traffic Control to be provided by others if required. Our crew will supply cones for the immediate work area.
- By-pass Pumping and bypass of the structure to be in place prior to our arrival and provided by others.
- Water source, nearest hydrant, or spigot to be made available.
- Permits, Fees and Inspector Rates are not included in this quote.
- Client is responsible for all applicable sales tax.
- Midwest Infrastructure Coatings <u>will not</u> be responsible for any of the needed by-pass pumping and/or vacuum truck scheduling, or rental during this process.

#### OBIC Liner System Installation 53.00' of Manhole lining @ \$280.00 per Vertical foot.

#### After including our \$3,000.00 Mobilization Fee your Total is \$17,480.00

#### The OBIC Liner System Has a 10 Year Limited Warranty.

Upon agreeing to the terms, we ask you acknowledge in the area below and fax to our office. Should you have any questions regarding this proposal, please feel free to call me.

Thank you,	Name:
Asa Baker	Signature:
Regional Director	Billing Phone Number:
(573) – 466- 3530	Billing Address:
abaker@midwestinfrastructurecoatings.com	Billing E-Mail
	PO Number





#### I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Discuss and take possible action on Task Order No. 5 to the Master Services Agreement with Parkhill, Smith and Cooper for Airport Consulting Services

Attachments: Task Order No. 5 to the Parkhill, Smith, and Cooper Master Services Agreement

#### II. STAFF COMMENTS AND ANALYSIS

The next phase in airport improvements involves construction of new taxilanes to facilitate future hangar development. The City Council approved a Master Services Agreement with Parkhill, Smith and Cooper (Parkhill) in November of 2022 for airport consulting services. As part of that agreement, Task Order No. 1 was authorized to move forward with a Hangar Development Plan for the airport. While the focus of this plan was on hangar development, it really was an update of the overall plan for the airport. The taxilane project currently under construction has evolved from that plan. The project consists of two new taxilanes to improve access to additional development areas north and east of the terminal building and help ensure successful future development of the airport property. Task Order No. 2 was authorized in February, 2024 for the design services and grant administration for the taxilane project and Task Order No. 3 was authorized in August, 2024 for construction phase services for the taxilane project. The project should wrap up by the end of May, 2025.

In December, 2024, Oklahoma Department of Aerospace and Aeronautics (ODAA) Director Grayson Ardies reached out to Oklahoma airports to inform them that the ODAA planned to continue their hangar development program with a substantial increase in available funding approved by the State legislature. The ODAA Hangar Grant Program provides a 40% share with no maximum cost share. Local share could come from FAA non-primary entitlement (NPE) funding, FAA AIG funding, city funding, airport revenues, traditional loan or bonding source, or any other federal or state grant funding. This is an improvement over the 30% share that used to be standard for hangar grants. Around this same time the Bartlesville Development Authority (BDA) had shown interest in being involved with a hangar project at the Bartlesville Municipal Airport for economic development opportunities as they also looked to make infrastructure improvements to the Sunset Industrial Park property located adjacent to the airport. City staff reached out to the BDA and set up a meeting with them and the ODAA to discuss a future hangar project. At that meeting in December, 2022, all parties agreed that the ODAA would be in favor of participating in a hangar project at the airport and that the BDA would provide the local share of the cost. The City sent a pre-application form to ODAA in January 2023 and in February, 2023, the City received verbal confirmation that a hangar project for Bartlesville had been selected by the ODAA, realizing that the final scope and cost was yet to be determined, but basing this off of a \$4.2MM project estimate.

Some preliminary work has been done to get an idea of what size hangar is desirable for the City, the BDA, and the ODAA and to fine tune high level cost estimates. All parties have agreed that a 120'x130' box hangar with a 30' lean-to is the goal. This would facilitate attraction of a maintenance and repair business at the airport and would be large enough to handle desired aircraft. The current estimate, without a detailed design, is around \$4,245,675. Task Order No. 4 amending the Parkhill Contract was approved by the City Council at the October 7, 2024 regular meeting. Task Order No. 4 included hangar design services, bidding services, and fire risk assessment for the hangar design.

While the hangar design is almost complete and close to bidding, there is additional associated work that is necessary for a functional hangar. Wiley Post Road needs to be extended from the terminal building to the new taxiways and proposed hangar site. A water line extension is also required for potable use as well as for fire suppression for this current hangar project and future hangars. The BDA received a grant to make water, sewer, and road improvements at the Sunset Industrial Park. They did not receive nearly as much as they had applied for and those funds are not sufficient to make the necessary improvements at the industrial park. They have verified they could use these funds for the Wiley Post and waterline extensions to serve the new hangar locations that have been opened up due to the taxilane extensions. The BDA will be funding these improvements and associated design costs with those funds. Task Order No. 5 to the Parkhill Master Services Agreement covers the design, bidding, and surveying related to the construction of hangar utility connections and access road. Park Hill has proposed a fee of \$99,050.00 for these services.

#### III. BUDGET IMPACT

Everything in Task Order No. 5 is will be covered by the BDA through the grant they have received for utility and roadway improvements. There is no impact to the City of Bartlesville capital or operating budgets.

#### IV. RECOMMENDED ACTION

Staff recommends approval of Task Order No. 5 to the Parkhill Master Services Agreement.



Mr. James Curd Mayor City of Bartlesville 401 South Johnstone Ave Bartlesville, Oklahoma 74003

Re: Professional Services Contract – Task Order 4 Hangar Utility Connections and Hangar Access Road Bartlesville Municipal Airport

#### Dear Mr. Curd:

As requested, we prepared a Proposal for Final Design, Bid Phase and Surveying services related to the construction of hangar utility connections (water and sanitary sewer systems), as well as the design of a hangar access road. The access road will extend approximately 870 feet north of the terminal traffic circle to the hangar being designed under Task Order 4. Parkhill understands the Project scope to include:

- 1. Engineering Design Services for hangar utility connections and access road including:
  - a. Commence with Predesign Meeting involving Parkhill and Owner. This meeting will discuss scope, Owner objectives, schedule, budget, and other pertinent information.
  - b. Perform design and prepare a plan set with the following anticipated sheets:
    - i. Coversheet
    - ii. Bid Items and notes
    - iii. Construction Safety & Phasing Plan
    - iv. Erosion Control Plan
    - v. Site Plan
    - vi. Typical Section
    - vii. Grading and Paving Plan
    - viii. Water and Sanitary Sewer Plan and Profiles
    - ix. Misc. Detail Sheet
  - c. Prepare Technical Specifications per FAA AC 150/5370-10H, ODOT Specifications or other industry standards.
  - d. Prepare opinion of cost (OPC) to reflect final design.
  - e. Perform QC on Project deliverables.
  - f. Prepare and submit FAA Form 7460 for airspace review.
  - g. Host a final review meeting with Owner.
- 2. Parkhill to provide Bid Phase Services as further detailed in Exhibit A.
- 3. Parkhill to provide Topographic Survey services as detailed in Appendix 1 to Exhibit A. Additionally, Parkhill to provide Boundary Survey services to include:
  - a. Prepare legal description for property to be transferred from the Bartlesville Development Authority to the Owner, based on final Hangar Development Plan, as directed by the Owner.
  - b. Set new property corners for the tract to be transferred.
  - c. Provide a Plat of Survey for the transferred parcel.

Fee for Proposed Professional services is further defined in Exhibit B attached, summarized as follows:

Task 3FDS	Lump Sum Fee for Final Design Services	\$ 69,500.00
Task 4BID	Lump Sum Fee for Bid Phase Services	\$ 8,000.00
Task PSRV	Lump Sum Fee for Surveying Services	<u>\$ 21,550.00</u>
TOTAL Profes	\$ 99,050.00	

#### INCLUSIONS

Inclusions related to Parkhill contract include:

- ODEQ engineers report
- Localized water model

EXCLUSIONS

Exclusions to Parkhill contract include but are not limited to:

Drainage Analysis/Report

We propose to modify the Master Agreement between the City of Bartlesville and Parkhill dated November 7, 2022 and provide approved services under provisions of Exhibit B – Payments to the Engineer, Paragraph B4.01 (Lump Sum Method) attached. Any necessary additional services will be provided in accordance to Exhibit B – Payments to the Engineer, Paragraph B4.02. Compensation for services shall not exceed the total noted without Owner's written approval.

If terms of this Proposal are agreeable, please execute and return one copy to our office. We will take receipt of this signed letter as our Notice to Proceed. We look forward to working with you in completing this Project. For anything further, please contact Toby Baker directly at <u>tbaker@parkhill.com</u> or 405.832.9903.

Sincerely,

Accepted by:

CITY OF BARTLESVILLE

PARKHILL

By Toby Baker, PE

Oklahoma Aviation Lead | Partner

TB/*bc* Enclosures By\_\_\_\_\_

James S. Curd Mayor Date

#### EXHIBIT A ENGINEER'S SERVICES

Article 1 of the Master Agreement is amended and supplemented to include the following sample agreement of the parties. ENGINEER shall provide Basic and authorized Additional Services as set forth in Exhibit A of each Task Order to the Master Agreement.

#### PART 1 -- BASIC SERVICES

A 1.01 Study and Report Phase (Not Used)

A 1.02 Preliminary Design Phase (Task PSRV)

A. After acceptance by OWNER of Report, selection by OWNER of a recommended solution, and indication of any specific modifications or changes in scope, extent, character, or design requirements of Project desired by OWNER, and upon written authorization from OWNER, ENGINEER shall:

1. Based on noted acceptance, selection, and authorization, prepare Preliminary Design Phase documents consisting of final design criteria, preliminary drawings, outline specifications, and written descriptions of Project.

2. Provide necessary field surveys and topographic and utility mapping for design purposes. Utility mapping will be based upon information obtained from utility owners. Performance of field surveys is not a part of ENGINEER's basic services, and compensation therefore is not included in the Basic Fee. Surveys may be performed by ENGINEER, by agreement with OWNER, in which case compensation shall be determined by applicable portions of Exhibit B.

3. Establish scope and advise OWNER of any additional soils or foundation investigations which, in ENGINEER opinion, may be required for proper execution of Project; and arrange with OWNER for conduct of such investigations and tests. Performance of these investigations and tests is not part of the ENGINEER's Basic Services, and compensation therefor is not included in Basic Fee. Investigations and tests may be performed by ENGINEER, by agreement with OWNER, in which case compensation shall be determined by applicable portions of Exhibit B.

4. Advise OWNER if additional reports, data, information, or services are necessary and assist OWNER in obtaining such reports, data, information, or services.

5. Based on information contained in Preliminary Design Phase documents, submit a revised opinion of probable Construction Cost.

6. Furnish five review copies of Preliminary Design Phase documents to and review with OWNER.

B. ENGINEER's services under Preliminary Design Phase will be considered complete on the date when copies of Preliminary Design Phase documents have been delivered to OWNER.

#### A 1.03 Final Design Phase (Task 3FDS)

A. After acceptance by OWNER of Preliminary Design Phase documents and revised opinion of probable Construction Cost as determined in Preliminary Design Phase, but subject to any OWNER-directed modifications or changes in the scope, extent, character, or design requirements of or for Project, and upon written authorization from OWNER, ENGINEER shall:

1. Based on noted acceptance, direction, and authorization, prepare final Drawings and Specifications indicating scope, extent, and character of Work to be performed and furnished by

Contractor. Specifications will be prepared, where appropriate, in general conformance with most recent Industry-standard format of Construction Specifications Institute or in general conformance with standard specifications provided by funding agency.

2. Provide technical criteria, written descriptions, and design data for OWNER use in filing applications for permits from or approvals of governmental authorities having jurisdiction to review or approve final design of Project and assist OWNER in consultations with appropriate authorities.

3. Advise OWNER of any adjustments to opinion of probable Construction Cost.

4. Prepare and furnish five sets of Bidding Documents and a revised opinion of probable Construction Cost for review and approval by OWNER, its legal counsel and other advisors as appropriate, and assist OWNER in preparation of other related documents.

B. Number of prime contracts for Work designed or specified by ENGINEER upon which ENGINEER compensation has been established under this Master Agreement is one.

C. ENGINEER services under Final Design Phase will be considered complete on the date when final Bidding Documents are delivered to OWNER.

A 1.04 Bidding or Negotiating Phase (Task 4BID)

A. After acceptance by OWNER of Bidding Documents and most recent opinion of probable Construction Cost as determined in Final Design Phase, and upon written authorization by OWNER to proceed, ENGINEER shall:

1. Furnish number of copies of Bidding Documents as required by prospective bidders and furnishers of material and equipment. All sets of Bidding Documents are to be paid for separately under Exhibit B as an Additional Service.

2. Assist OWNER in advertising for and obtaining bids or negotiating proposals for Work and, where applicable, maintain a record of prospective bidders to whom Bidding Documents are issued, attend prebid conferences, if any, and receive and process Contractor deposits or charges for Bidding Documents.

3. Prepare and issue Addenda as appropriate to clarify, correct, or change Bidding Documents.

4. Consult with OWNER as to qualifications of subcontractors, suppliers, and other individuals and entities proposed by Contractor for those portions of Work as to which such acceptability is required by Bidding Documents.

5. Attend bid opening, prepare bid tabulation sheets, and assist OWNER in evaluating bids or proposals and in assembling and awarding contracts for Work.

B. Bidding or Negotiating Phase will be considered complete upon commencement of Construction Phase or upon cessation of negotiations with prospective Contractors.

A 1.05 Construction Phase (Not Used)

A 1.06 Grant Administration Phase (Not Used)

#### PART 2 -- ADDITIONAL SERVICES

A 2.01 Additional Services Requiring OWNER's Authorization in Advance (Not Used)

# **Parkhill**

April 2, 2025

Mr. Josh Risley, PE Civil Project Manager Parkhill 14101 Wireless Way, Suite 350 Oklahoma City, OK 73134

RE: Proposal for Professional Services Bartlesville Municipal Airport - Topographic Survey Bartlesville, OK

Dear Mr. Risley:

Parkhill is pleased to have the opportunity to provide this Proposal for Topographic Surveying Services for the referenced Project.

#### SCOPE OF SERVICES, DELIVERABLES, AND TIMELINE

Parkhill will provide Survey Services for airport improvements:

- Recover control from previous Survey 04025222.10
  - Establish one additional control point.
  - Establish one additional benchmark and run a differential level loop.
- Provide Topographic Survey Services to include the following existing surface features, roads, curbs, centerlines, drives, sidewalks, buildings, finished floor elevations, signs, fences, walls, decorative trees, flowerbeds, all visible drainage structures, visible and/or marked utilities, and any other features within Survey Limits including:
  - Cross sections and grid shots at 25-foot density including applicable break lines.
  - Locate face of building and finish floor on the West side of Survey limits.
  - Contours at 1-foot minimum density.
- Utility companies servicing the Project Area will be contacted through "OKIE811" at least 72 hours prior to Survey, excluding weekends/holidays. Private utilities that are not members of "OKIE811" will not be researched and locates will not be requested for these non-members.
  - Private utilities will not be located by OKIE811 service. If desired to be shown on the Survey, the Owner shall mark all known private utility lines prior to the commencement of Survey Services. Parkhill also requests the Owner provide private utility atlas maps for depiction on the Survey as "per atlas map".
  - Parkhill will plot atlas maps and as-built plans provided by the Client and/or utility owners.
  - Parkhill is NOT responsible for unmarked or mismarked utilities.
  - Parkhill will notate on the Survey utility size/type if this information is provided from utility companies and/or other sources.
  - If utility information is critical, Parkhill recommends having QL-B SUE (Subsurface Utility Engineering) locates completed by a SUE subconsultant. If requested, Parkhill can provide this service for an additional fee.
  - All utility information will be placed in the Civil 3D and/or AutoCAD Drawings.
- Storm sewer manholes, sanitary sewer manholes, water valves, and inverts will be measured for depth (to the connection outside of survey limits).

Services specifically *excluded* from our Scope of Services include, but are not limited to, the following:

- Subsurface Utility Engineering (SUE).
- Property Boundary and Easements.

Deliverables are to include Civil 3D file, Survey control and Topographic certification. Any item not listed in this Proposal has not been considered for this fee estimate and not included.

The Survey timeline will be coordinated with the appropriate Project Manager.

#### **COMPENSATION**

Our fee for the Scope of Services described above will be based on a lump sum amount of \$6,650.00.

If this Proposal meets your expectations, you may indicate your acceptance by returning one signed copy to our office. Upon receipt of an executed Proposal, we will schedule and begin Work.

We appreciate the opportunity to provide Professional Services to you and look forward to the successful completion of your Project. If you have any questions, please do not hesitate to call us.

Sincerely,

PARKHILL

By

Charles D Cahill, PLS Professional Licensed Surveyor

By

Kelly J. Henderson, PLS Director of Surveying | Principal

PARKHILL

Signature:\_\_\_\_\_

Name: \_\_\_\_\_

Date:\_\_\_\_\_

Title:\_\_\_\_\_

CDC/rmg Enclosures: Attachment 1 – Survey Limits Exhibit

Survey Pr	oject Number:	45482.25	Architect or Civil Project Number	4025222.50 / 50_BVO_TO5_HangarUtilities
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### Survey Limits Exhibit



#### EXHIBIT B **PAYMENTS TO ENGINEER** LUMP SUM METHOD

Article 4 of the Master Agreement is amended and supplemented to include the sample agreement of the parties stating Engineer shall provide Basic and authorized Additional services as set forth in Exhibit B of each Task Order to the Master Agreement.

#### **ARTICLE 4 -- PAYMENTS TO THE ENGINEER**

B 4.01 Compensation for Basic Services - Lump Sum Method of Payment

A. OWNER shall pay ENGINEER for Basic Services set forth in Exhibit A-Part 1, as follows:

\$

- 1. A Lump Sum amount of <u>\$ 99,050.00</u> based on the following distribution of compensation:
  - a. Study and Report Phase
  - b. Preliminary Design Phase \$ 21.550 69,500
  - c. Final Design Phase \$
  - d. Bidding and Negotiating Phase \$ 8,000
  - e. Construction Phase Grant Administration Phase f.
- \$ \$

2. The Lump Sum includes compensation for ENGINEER's services and services of ENGINEER's Consultants, if any. Appropriate amounts have been incorporated in the Lump Sum to account for labor, overhead, profit, and Direct Expenses.

3. The portion of the Lump Sum amount billed for ENGINEER's services will be based upon ENGINEER's estimate of the proportion of the total services actually completed during the billing period to the Lump Sum.

4. The Lump Sum is conditioned on Construction Contract Times to complete the Work not \* months, Should the Construction Contract Times to complete the Work be extended exceedina beyond this period, the total compensation to ENGINEER shall be appropriately adjusted.

\*To be negotiated if required.



#### I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Discuss and take possible action on approving the proposal for the foreUP Point of Sale Golf Course software.

Attachments: foreUP Proposal

#### II. STAFF COMMENTS AND ANALYSIS

ForeUP will provide the club with the most used POS (point of sale) system in the public golf course market that is fully integrated and very easy to operate by the golf operations staff. Some of the benefits of the software are:

#### • All-in-One Solution:

ForeUP integrates POS, tee sheet, food and beverage management, and marketing features into a single platform. This simplifies operations and data management compared to using separate systems like TeeSnap.

#### • Streamlined POS:

ForeUP's POS system is designed for easy use and efficient transactions, especially with features like organized customer databases and integrated pass and gift card management.

#### Robust Reporting:

ForeUP provides comprehensive real-time reporting, allowing for better insights into revenue opportunities and overall course performance. Customized reports can also easily be set up.

#### • Billing Premier:

This module offers advanced member billing features and integrated ACH payments.

#### • User-Friendly Interface:

ForeUP's POS system is designed to be easy for new employees to learn and use.

#### • Tee Sheet Messaging to Players

Players can receive Text/Email messaging directly from Tee Sheet for any course info or delays for that days play at course.

Credit Card Processing

ForeUP also usually offers the lowest credit card processing fees ranging from 2.3% - 2.5% which will save the club on credit card processing expenses.

ForeUP software includes not only a POS system but they would provide a Member Billing Module which will allow all Annual Pass Monthly Fees and tournament payments to be processed thru the golf course. This proposal also will include a service of them building and providing the website for the course which is not currently offered through TeeSnap.

Proposal was sent to the City Attorney Jess Kane for review.

#### **III. BUDGET IMPACT**

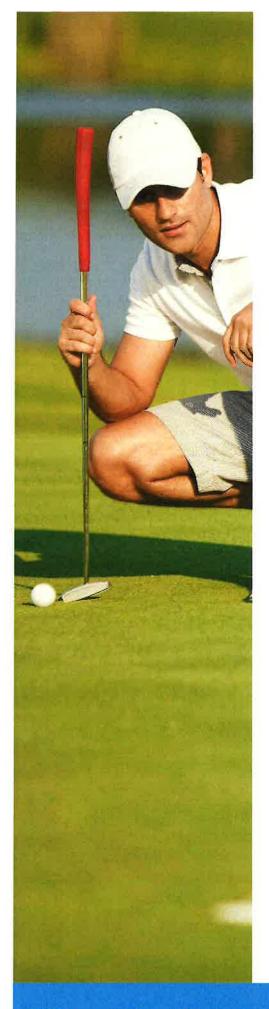
The annual expense to purchase ForeUP would be \$8,988. This expense would be a monthly reoccurring expense to the operating budget. With Tee Snap as the current POS provider, there is budgeted expense of \$7,000 per year. Therefore, the budgetary impact would be the difference of \$1,988.

#### IV. RECOMMENDED ACTION

Staff recommends approval of proposal and authorization to enter into agreement with ForeUP.

# foreUP Golf Software Proposal

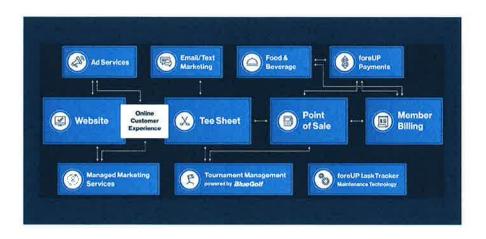
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# Who We Are

#### Smarter Golf Course and Club Management Software

Business is evolving, and you need software that keeps the pace. With foreUP, you get **modern software** as well as an **innovative**, **responsive technology partner**. Now you can simplify all your front and back office operations, while **delivering unparalleled guest experiences**. Welcome to business done better.



Power UP your course with foreUP's award-winning full suite of consolidated, comprehensive, cloud-based software.



foreUP

# **Testimonials**



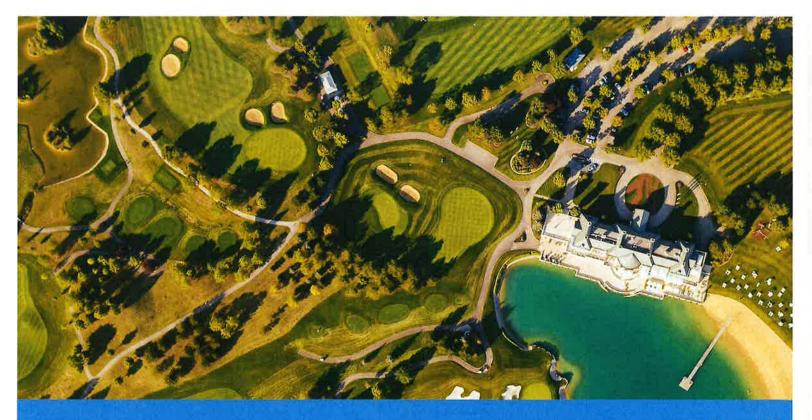
"We are **beyond impressed** with the relationships we have built with the team at foreUP. It is obvious they **really care about us and our success**, which is refreshing in this industry. They are **always available to us** and work to enhance their software every day. **We couldn't be happier with it!**"



"If I need something, I just reach out to support. [foreUP's] **support team is the best that I have seen in 40 years** in this business.



"We love foreUP. From day one, we've been impressed with their team and their dedication to our success. The software has given us efficiency and tools we have never had access to before, including a great online booking system that has streamlined our online operations. We are thrilled to be working with them and look forward to a very strong partnership.





# Products and Services

#### **Tee Sheet**

- · Cloud Based Tee Sheet, Anywhere Access
- Text & Email Golfers Anytime From Tee Sheet
- Live Online Web Booking, Configurable by Player Type
- Event, League, Outing Management, Cart Signs
- Automated Player Reminders
- Easy Point/Click, Drag/Drop Interface

#### Point of Sale

- Customer Dashboard w/ Photo ID & Sales History
- Seamless Management of All Pro Shop & Bar/Grill Sales
- Pre-Authorization of Credit Cards to Hold Tabs
- Integrated, Tiered Loyalty Program, Customizable by Item/Dept
- Layered Tournament/Shop Credit Capability
- · Complex Pass Program with Customizable Parameters
- Integrated Time & Attendance (Time) Clock Mgmt)

#### Email / Text Marketing

- Easily Design and Send Email AND Text Message Campaigns
- Full Marketing Automation
- Fully Integrated Email and Texting Based on Play & Purchase Behavior Patterns
- · Pre-Built Templates for Ease of Use
- Full Send and Open Analytics, Google Analytics Compatible

#### Website

- Dedicated Website Support Line
- Full Website Build
- All Builds are Completely Computer, Tablet, and Mobile Friendly
- Website Hosting
- Regular Updating and Monitoring of Website

#### Member Billing

- Easily Manage Automatic Member/Dues Payments and A.R
- Ability to Auto-Bill to Card on File OR Checking Account (ACH - 1% Fee)
- Multiple Layers of Billing (Daily, Weekly, Monthly, Quarterly, Ann)
- Customizable Food & Beverage Minimum Tracking
- Easy Online Member Bill Pay / Statement Viewing

#### Food & Beverage

- Optimized for Tablet/Tableside (Apple or Android)
- · Easily Split Tabs, Split Shareable Items
- Custom Menus with Timed Events (Happy Hours)
- Customization of Buttons/Layers (Colors, Etc)
- Customizable Table Mapping
- · Pre-Authorization of Credit Cards to Hold **Open Tabs**

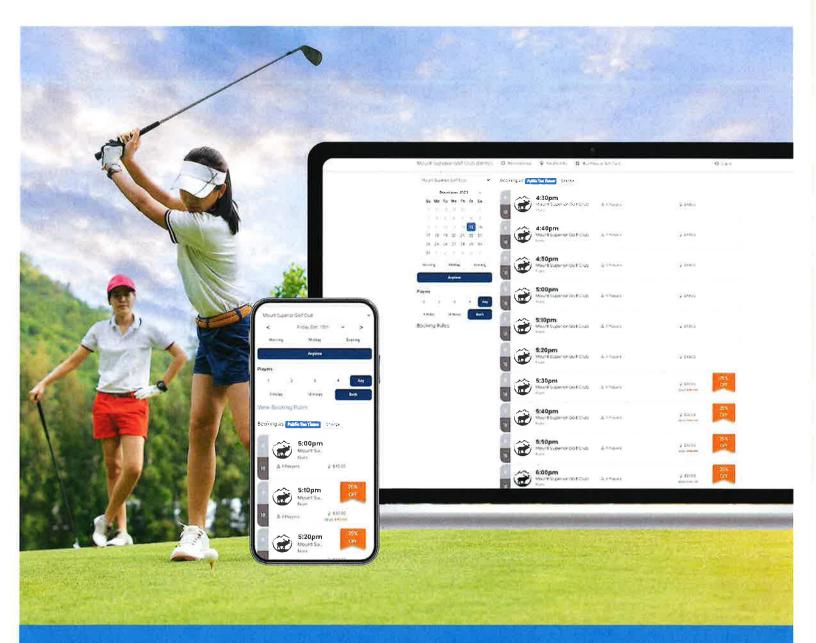
#### Implementation

- Includes Full System Setup/Buildout
- Includes Full Data Migration from Previous System
- UNLIMITED Training Sessions Over Time



# Tee Sheet +

- Day Templates for Scheduling Flexibility Across All Operations
- · Easy Tee Time Management for Management and Staff
- Award-Winning Online Booking Prepayment
- Aggregate Booking to Display Tee Time Availability Across MCOs in One Place
- Online Booking Branding Options to Increase Visibility
- Interactive Aerial Course Tour to Display on Website
- App-based Live Scoring
- » Online Payments for Tournaments, Camps, Clinics, and Events





### LICENSE AGREEMENT

Golf Compete, Inc. d/b/a foreUP ("foreUP") 9987 Carver Road, Suite 230 Blue Ash, OH 45242 Sales: (866) 792-0969 Support: (800) 929-5737 Agreement ID : Q-35495



info@foreup.com www.foreupgolf.com

License Agreement Prepared by: Brent Brown brent.brown@foreup.com

#### **CLIENT INFORMATION**

Client Name ("Client"):	Adams Golf Club
Client Address:	5801 Tuxedo Blvd, Bartlesville, OK 74006
Client Contact Name:	Dee Roadman
Client Contact Phone:	(918) 331-3900
Client Contact Email:	cwroadman@cityofbartlesville.org
Client Billing Contact:	Dee Roadman
Billing Contact Email :	cwroadman@cityofbartlesville.org

#### **TERM & BILLING**

Initial Term:	24
Renewal Term:	12 months for all products and services (unless on seasonal Ad Services Contract - renewal period will automatically renew for that seasonal duration).
Billing Start Date:	8/1/2025
Invoice Frequency:	Monthly
Payment Terms:	See, Section 2 of Terms of Service

#### APPROVED LOCATION

Adams Golf Club 5801 Tuxedo Blvd, Bartlesville, OK 74006 United States

#### SERVICES & FEES

\*\* If Client does not sign and accept this License Agreement by 5/10/2025, then foreUP's offered pricing for Services will expire.\*\* Note: All Fees subject to increase in accordance with the Terms of Service.

#### One Time Fees

QTY	Product Name	List Price	Discount	Net Price
1	foreUP Tee Sheet Pro + Implementation Fee	\$699.00	\$0.00	\$0.00

#### Products/Services (per Monthly Pricing)

QTY	Product Name	List Price	Discount	Net Price
1	foreUP Tee Sheet Pro+	\$239.00	\$0.00	\$239.00
1	foreUP Marketing Standard	\$75.00	\$0.00	\$75.00
1	foreUP Text Messaging - Plus	\$70.00	\$0.00	\$70.00
1	foreUP Member Billing Standard	\$55.00	\$0.00	\$55.00
1	foreUP Point of Sale Standard	\$160.00	\$0.00	\$160.00
1	foreUP Website	\$190.00	\$40.00	\$150.00

#### One Time Fees Subtotal

Total List Price	USD 699.00
Total Discount	USD 0.00
Total Net Price	USD 0.00

#### Products/Services Subtotal (per Monthly Pricing)

Total List Price	USD 789.00
Total Discount	USD 40.00
Total Net Price	USD 749.00

### METHOD OF PAYMENT

ACH/Credit Card	USD 749.00 Billed Monthly
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NOTE: All one-time fees are due and payable upon the Effective Date herein (which shall be the date below). Product and Services dues are billed on the 1st of each month. Payment confirmation will be emailed to the provided customer email address: cwroadman@cityofbartlesville.org foreUP only takes payments in two forms: ACH or credit card.

#### TERMS OF SERVICE

The Services described in this License Agreement are provided to Client subject to the terms and conditions of the "Agreement," which includes this License Agreement, foreUP's <a href="https://www.foreupgolf.com/terms-of-service/">https://www.foreupgolf.com/terms-of-service/</a> (https://www.foreupgolf.com/terms-of-service/ (https://www.foreupgolf.com/terms-of-service/) and <a href="https://www.foreupgolf.com/toreup-privacy-policy/">https://www.foreupgolf.com/toreup-orivacy-policy/</a> (https://www.foreupgolf.com/toreup-privacy-policy/) and the Addenda included. Any capitalized terms not defined elsewhere in this License Agreement shall have the meanings attributed in the Agreement. Fees of Services will commence on the Billing Start Date, as described above, and Client's payment of Fees will be due and payable on the payment terms described in the Terms of Service.

### ADDITIONAL TERMS & CONDITIONS

By signing below, foreUP and Client each acknowledge that they have carefully read and fully understand the Agreement as written, and each agrees to be bound by the terms of this Agreement. This Agreement will become effective as of the date of last party signature to the License Agreement ("Effective Date"). The individuals signing the Agreement represent that they have the authority to bind the respective parties to the terms of this Agreement.

CLIENT	foreUP
Adams Golf Club	Golf Compete, Inc.
By:	By:
Title:	Title:
Effective Date:	Date:



#### I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Review and approval of a Right-of-Way Donation Agreement with Ron and Retta Revard for additional public right-of-way along the east side of Madison Boulevard north of Tuxedo Boulevard

Attachments: Right-of-Way Donation Agreement Right-of-Way Deed Exhibit A – Revard Right-of-Way Agreement Improvements

#### II. STAFF COMMENTS AND ANALYSIS

One of the priority projects included in the 2023 issuance of the voter-approved 2020 General Obligation Bond (GO Bond) is to reconstruct Madison Boulevard from Tuxedo Boulevard, north approximately 1/2 -mile. The new roadway typical section will be asphalt with concrete curb an gutter with sidewalks on each side. The road will be widened from its current width of around 21 feet to 33' measured from back of curb to back of curb. Currently there is only 16.5 feet of statutory right-of-way on the east side of Madison from Tuxedo to the south line of the Park Hill 4<sup>th</sup> Addition. The majority of that property is owned by Ron and Retta Revard. The property has some drainage issues that the Revards would like addressed in return for donating an additional 43.5 feet of right-of-way that is necessary to facilitate the reconstruction project.

Staff have worked with the Revards to come to an agreement. The City will construct a 36-inch diameter storm sewer to a point approximately 200 feet in the middle of their property that will convey stormwater runoff that currently crosses Madison Boulevard via a culvert that will be replaced as part of the project. The City will install a concrete junction box at the end of this storm sewer extension that the Revards can connect to with storm sewer that transmits runoff from Parkhill through the property from north to south. Originally, the Revards wished to install a 24-inch diameter pipe from that point to the north right-of-way line of Tuxedo Boulevard. A 24-inch pipe is not sufficient to carry both the Parkhill runoff and the runoff from the west. Staff calculated that a 42-inch diameter pipe would be necessary to handle all of the runoff. Staff has agreed to cover the cost of the 42-inch diameter pipe material and also pay the Revards \$7,500.00 to cover added cost to install the larger pipe. The Revards and their neighbor, the Doxeys, will still be responsible to install 24-inch pipe from Parkhill to the junction box and the Revards will install the 42-inch pipe from the junction box to the northerly Tuxedo Boulevard right-of-way at their convenience. The agreement also provides for a Temporary Construction Easement for the City to be able to access the Revard property to install the 36-inch pipe and junction box. The Temporary Construction Easement will terminate upon completion of that portion of the storm sewer and once any portion of the ground surface that is disturbed from construction activities is restored.

Staff has estimated that the total cost including purchase of the 42-inch pipe, \$7,500 payment to the Revards, and contracting with the contractor on the Madison project to construct the 36-inch pipe and junction box will be around \$60,000. This work will alleviate drainage issues on the Revard property and secure the needed right-of-way to facilitate the roadway project.

#### III. BUDGET IMPACT

The Madison Boulevard Reconstruction construction contract was awarded to KSL Dirtworks for \$184,827.43 less than the available budget. Surplus funds from that project will be used to cover the cost of improvements to secure the right-of-way.

#### IV. RECOMMENDED ACTION

Staff recommends approval of the Right-of-Way Donation Agreement with Ron and Retta Revard.

#### **Right-of-Way Donation Agreement**

This Right-of-Way Donation Agreement (this "Agreement") made this <u>5</u><sup>4</sup> day of <u>1</u>, 2025, by, between and among the Ronny and Retta Living Trust, and their successors and assigns ("**Revards**") and City of Bartlesville, Oklahoma, a municipal corporation ("City"),

WHEREAS, The City has approved plans and awarded a contract to reconstruct and widen Madison Boulevard from Tuxedo Boulevard to approximately ½-mile north of Tuxedo Boulevard; and

**WHEREAS,** The City currently has a 16.5' wide statutory Right-of-Way along the west side of the Revards' property described in and recorded in Book 1183, Pages 1628-1629 in the office of the County Clerk of Washington County, Oklahoma, and requires a total of 60 feet of right-of-way to facilitate the Madison Boulevard widening project; and

WHEREAS, The Revards have drainage issues and concerns with their property recorded in said Book and Page and desire the City to make improvements to said property in return for deeding an additional 60 feet of right-of-way that includes the 16.5 Feet of statutory right-of-way; and

WHEREAS, The City has calculated the necessary pipe sizes to adequately carry the stormwater runoff through the Revard property and the size of the pipe is larger than the Revards anticipated, creating increased construction cost for a portion of pipe that the Revards agree to construct;

**NOW, THEREFORE,** in consideration of the performance of the agreements, premises and covenants herein set forth, the parties to this Agreement hereby agree as follows:

1. The Revards agree to deed to the City 60 feet of public right-of-way that includes the 16.5 feet of statutory right-of-way on the east side of the west section line of Section 3, Township 26 North, Range 13 East, said right-of-way being more particularly described in the Right-of-Way Deed included with this agreement.

2. The City will construct 200 linear feet of 36" diameter storm sewer from the cross drain on the new Madison Boulevard alignment to a point generally near the middle of the Revard property that is in line with the drainage path from the Park Hill detention pond outflow pipe to the cross drain located on Tuxedo Boulevard. The City will terminate said storm sewer at a concrete junction box that will be constructed by the City that can be connected to from the north by a 24" diameter storm sewer and to the south by a 42" diameter storm sewer. The 36" storm sewer shall be constructed in conjunction with the Madison Boulevard Reconstruction and Widening project and shall be completed prior to final acceptance of that project.

3. The Revards will agree to executing a Temporary Construction Easement to the City to facilitate construction of the storm sewer on the Revard property. The Temporary Construction Easement shall encompass the Revard property and shall be terminated upon completion of the storm sewer and upon written agreement that the construction has been completed to the Revards' satisfaction. Contractor shall remove all construction debris associated with the storm sewer work and restore any surface damage caused by construction prior to termination of the Temporary Construction easement.

4. The City will purchase and deliver to the Revards, 260 linear feet of 42" diameter HDPE storm sewer pipe for the Revards to install from the downstream end of the concrete junction box at their convenience.

5. The City will pay the Revards \$7,500.00 to help with the added construction cost of installing a 42" diameter HDPE storm sewer when compared to a 24" diameter HDPE storm sewer. Payment shall be made to the Revards within 30 days of filing of the Right-of-Way Deed.

i

6. The City shall not be responsible to install any portion of the 42" diameter storm sewer or the 24" diameter storm sewer that the Revards desire to transmit storm water from the Park Hill Detention Pond through the Revard property.

7. The Revards and their successors shall own and be responsible to maintain all drainage systems through their property in perpetuity. The City shall not be responsible for future maintenance of the drainage systems installed.

#### [SIGNATURE PAGES FOLLOW]

IN WITNESS WHEREOF, the parties hereto have duly executed this Right-of-Way Donation Agreement as of the date first written above.

City of Bartlesville, Oklahoma

Ву\_\_\_\_\_

James S. Curd Jr., Mayor

ATTEST:

1

.

City Clerk

#### ACKNOWLEDGMENT

STATE OF OKLAHOMA ) ) SS: COUNTY OF \_\_\_\_\_ )

This instrument was acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_, by James S. Curd Jr., as Mayor of the City of Bartlesville, Oklahoma.

Notary Public

My Commission Expires:

My Commission Number:

(SEAL)

IN WITNESS WHEREOF, the parties hereto have duly executed this Amended and Restated Subdivision Agreement as of the date first written above.

Ronny and Retta Revard Living Trust Ronny Dee Revard, Trustee

Retta Ernestine Revard, Trustee

#### **ACKNOWLEDGMENT**

STATE OF OKLAHOMA COUNTY OF Washington

This instrument was acknowledged before me on this <u>30</u> day of <u>April</u>, 20<u>35</u>, by Mike Quinn, as Manager of TMP Properties LLC, an Oklahoma limited liability company.

SS:

Kim D. Joulouse Notary Public

My Commission Expires: 7-31-2028

My Commission Number: 00012562

(SEAL)

Notary Public State of Oklahoma Kim D Toulouse My Commission # 00012562 Expires 7/31/2028

#### EXHIBIT "A"

. .

#### **RIGHT-OF-WAY LEGAL DESCRIPTION**

[TO BE ATTACHED]

#### **RIGHT-OF-WAY DEDICATION DEED**

KNOWN ALL MEN BY THESE PRESENTS:

That the RONNY AND RETTA LIVING TRUST of Washington County, State of Oklahoma, herein called The Grantors (whether one or more), for consideration of the sum of Ten Dollars (\$10.00) and other good, valuable and sufficient consideration, do hereby grant, bargain, sell, convey and dedicate unto the CITY OF BARTLESVILLE, the following described lots or parcels of land for the purpose of establishing thereon a public roadway or facilities necessary and incidental thereto, including all right, title and interest in and to the airspace, light and view above the surface of the lands, described herein:

A tract of land in the SW/4 SW/4, Section 3, Township 26 North, Range 13 East Washington County, Oklahoma, being more particularly described as follows:

THE WEST 60 FEET OF THE SOUTH 360.44 FEET OF THE PROPERTY DESCRIBED AND RECORDED IN BOOK 1183, PAGES 1628-1629 IN THE OFFICE OF THE COUNTY CLERK OF WASHINGTON COUNTY, OKLAHOMA; SAID 60 FEET INCLUDING STATUTORY RIGHT-OF-WAY THAT IS THE WEST 16.5 FEET OF SAID 60 FEET THEREOF.

For the same considerations hereinbefore recited, said Grantors hereby waive, relinquish and release any and all right, title or interest in and to the above granted and dedicated tract of land and the appurtenances thereunto belonging, including any and all dirt, rock, gravel, sand and other materials.

To have and to hold said above described premises unto the said City of Bartlesville, free, clear and discharged from any and all claims of damages or injury that may be sustained directly or indirectly to the remaining lands of the Grantors by reason of the construction and maintenance of public roadway and all roadway excavations, embankments, structures, bridges, drains, utilities, sight distance or safety areas and other facilities that may now or hereafter be, in the discretion of the grantee, necessary for the construction and maintenance of a public roadway and incidental facilities over, across, along or under the above described real estate; the supervision and control of said public roadway to be in such municipality, county or other agency of the State of Oklahoma as has or may have jurisdiction thereof by the laws of the State of Oklahoma; and said City of Bartlesville, its officers, agents, contractors and employees are hereby granted free access to said property for the purpose of entering upon, constructing, maintaining, or regulating the use of said public roadway and incidental facilities.

Said Grantor hereby covenant and warrant that at the time of the delivery of these presents they are the owners in fee simple of the above-described premises and that same are free and clear of all liens and claims whatsoever, except, none.

The undersigned Grantors hereby designate and appoint themselves as agent to execute the claim and receive the compensation herein named.

IN WITNESS WHERE OF, the Grantors herein named have hereunto set their hands and seals this the

day of Ronny Dee Revard, Trustee Retta Earnestine Revard, Trustee STATE OF ) ss. COUNTY OF ) Before me, the undersigned, a Notary Public, in and for said County as State, on this day of , 20 \_\_\_\_\_, personally appeared to me known to be the identical person(s) who executed the within and Foregoing instrument and acknowledged to me that he (they) executed the same as his (their) free and voluntary act and deed for thee uses and purposes therein set fourth. (SEAL) Notary Public

My Commission Expires

### Exhibit A

### **Revard Right-of-Way Agreement Improvements**





#### I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Change order No. 1 to Grant No. AIP 3-40-0007-019-2024, ODAA BVO-24-FS Reducing total existing contract amount from \$1,531,325.00 to new contract amount of \$1,510,206.50.

Attachments: Change Order No. 1

#### II. STAFF COMMENTS AND ANALYSIS

Change and reasons: Removal of hydrated lime and lime treated subgrade, addition of 8" of crushed aggregate base (course), resulting in a \$21,118.50 decrease in contract amount. The changes are in accordance with the governing specifications.

#### **III. BUDGET IMPACT**

5% local match

#### **IV. RECOMMENDED ACTION**

Staff recommends approving change order no. 1

#### **CHANGE ORDER**

Project: Construct Taxilane	
Grant No. AIP 3-40-0007-018-2024, 3-40-0007-019-2024, ODAA BVO-24-FS	

**Project Description: Construct Taxilane** 

Requested Changes & Reasons: Removal of Hydrated Lime and Lime Treated Subgrade, Addition of 8" Crushed Aggregate Base Course

LOCATION: Bartlesville Municipal Airport

The above will necessitate the following changes in quantities and estimates, which will be shown as overruns and underruns on future progressive estimates and vouchers.

Item	Description	Quantity	Unit Price \$	Amount \$	Days Req'd
	Please see attached breakdown of quantities.			-21,118.50	0
Total this Change Order				-21,118.50	0 WD
	Existing Contract			1,531,325.00	90 WD
New Contract				\$ 1,510,206.50	90 WD

The prices for additional items have been compared with other contract prices and are fair for the amount of work involved.

04/28/2025 Date

Approved by the City of **Bartlesville** this \_\_\_\_\_ day of \_\_\_\_\_ , 2025

James Curd, Jr., Mayor

We, <u>**R&L Construction, LLC**</u> contractor on the above project, do hereby agree to a net **decrease** in the contract of **\$21,118.50** and <u>**0** working</u> days as full compensation for making the above changes in accordance with the governing specifications.

**R&L** Construction, LLC

Guillermo Luevano, Manager of perations Subscribed and sworn before me this 22ND\_ day of April , 2025. My Commission Expires: Note No ary Public 2025 06 02 301 5 V6-02-2025

Construct Taxilane

AIP 3-40-0007-018-2024, 3-40-0007-019-2024, ODAA BVO-24-FS

Bartlesville Municipal Airport

14		<u> </u>		
Item	Description		Jnit Price \$	Unit
1	MOBILIZATION	\$	50,000.00	LS
2	LOW PROFILE AIRCRAFT BARRICADES	\$	1,500.00	LS
3	TEMPORARY EROSION CONTROL	\$	22,729.00	LS
4	REMOVE RUNWAY LIGHTS AND RECONNECT EXISTING TAXIWAY CIRCUIT	\$	36,500.00	LS
5	REMOVE, STOCKPILE AND REPLACE TOPSOIL	\$	10.00	CY
6	UNCLASSIFED EXCAVATION AND EMBANKMENT	\$	10.00	CY
7	BORROW MATERIAL (FROM OFF-SITE)	\$	32.00	CY
8	6" CRUSHED AGGREGATE BASE COURSE	\$	10.00	SY
9	HYDRATED LIME	\$	250.00	TON
<del>10</del>	8" LIME TREATED SUBGRADE (4%)	\$	9.50	SY
11	12" PC CONCRETE SURFACE COURSE	\$	97.50	SY
12	MARKING WITH REFLECTIVE MEDIA	\$	5.00	SF
13	MARKING WITH-OUT REFLECTIVE MEDIA	\$	5.00	SF
14	SOLID SLAB SODDING AND WATERING UNTIL ESTABLISHED	\$	8.00	SY
15	SPRIGGING	\$	10,945.00	AC
16	THIRD PARTY INSURANCE	\$	2,025.00	LS
17	TEMPORARY EROSION CONTROL	\$	1,000.00	LS
18	CLEARING, GRUBBING, AND TREE REMOVAL	\$	15,000.00	LS
19	REMOVE FENCING	\$	5,000.00	LS
20	INSTALL 8' TALL CHAIN LINK FENCE WITH CLIMB BARRIER	\$	52.00	LF
21	REMOVE, STOCKPILE AND REPLACE TOPSOIL	\$	10.00	CY
22	UNCLASSIFED EXCAVATION AND EMBANKMENT	\$	10.00	CY
23	BORROW MATERIAL (FROM OFF-SITE)	\$	32.00	CY
24	INSTALL 30" HDPE	\$	150.00	LF
<del>25</del>	HYDRATED LIME	\$	250.00	TON
<del>26</del>	8" LIME TREATED SUBGRADE (4%)	\$	9.50	<del>S</del> ¥
	8" PC CONCRETE SURFACE COURSE	\$	84.00	SY
	MARKING WITH REFLECTIVE MEDIA	\$	5.00	SF
29	MARKING WITH-OUT REFLECTIVE MEDIA	\$	5.00	SF
	SOLID SLAB SODDING AND WATERING UNTIL ESTABLISHED	\$	8.00	SY
	SPRIGGING	\$	10,945.00	AC
32	ADDITIONAL 2" P.C. CONCRETE THICKNESS	\$	10.00	SY
	REDUCTION OF UNCLASSIFED EXCAVATION AND EMBANKMENT	\$	10.00	CY
CO1-1	8" CRUSHED AGGREGATE BASE COURSE	\$	13.33	SY
Fotal				

Original Contract Change Order No. 1 Revised Contract \$1,531,325.00 -\$21,118.50 \$1,510,206.50



## I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Oklahoma Municipal Assurance Group Ballot

Attachments: Ballot

## II. STAFF COMMENTS AND ANALYSIS

It is that time again that OMAG asks its participating Cities to submit their votes for their board of Trustees. This year there are two open seats, with two Incumbents running, Lindsey Moak from El Reno and Vicki Patterson from Broken Bow. In Speaking with Mr. Bailey he felt retaining both incumbents would be the correct way to vote.

## **III. RECOMMENDED ACTION**

Staff recommends council submit our Ballot casting votes for Lindsey Moak and Vicki Patterson.

# BALLOT

# OKLAHOMA MUNICIPAL ASSURANCE GROUP 2025 Election of TWO Trustees For a three-year term starting July 1, 2025

The biographical sketch on the next page for each nominee was written by the person who made the nomination. YOU MAY VOTE FOR <u>TWO (2)</u> NOMINEES by placing a check mark next to their names below.

Lindsey Grigg-Moak, City Clerk, El Reno (Incumbent)

Vickie Patterson, City Manager, Broken Bow (Incumbent)

Karl Burkhardt, City Administrator / Grants Administrator, Stonewall

Julie Casteen, City Manager, Coweta

Tim Crissup, Councilman, Waynoka

Daniel McClure, Mayor, McLoud

Micheal Shannon, City Manager, Guymon

## SIGN AND ATTEST

Ballot cast by the governing body of the municipality of

Signed:

Mayor

Clerk

Attested:

\_\_\_\_\_ Date: \_\_\_\_\_, 2025

# FAILURE TO PROPERLY SUBMIT THIS BALLOT WILL INVALIDATE THE BALLOT.

Your Ballot must be received by OMAG no later than May 15, 2025, by:

(1) emailing the ballot to <u>elections@omag.org;</u>

(2) sending the ballot to OMAG by mail to 3650 S. Boulevard, Edmond, OK 73013; or

(3) sending a facsimile of the ballot to OMAG at (405) 657-1401.

# SEE REVERSE FOR BIOGRAPHICAL SKETCHES

Agenda Item 6.d.i.



# **Progress Report**

# **Bartlesville NEXT**

Current Reporting Date: Apr 01, 2025 - Apr 30, 2025

Report Created On: Apr 29, 2025





## **Executive Summary**

**Summary**: The "Bartlesville NEXT" plan is currently at 90% progress, marked by several accomplished goals across diverse strategic priorities including infrastructure, community character, financial strength, and emerging issues. Most notably, 75% of the objectives have been completed while 15% are progressing well, despite encountering some major disruptions at 10%. The plan focuses primarily on enhancing workplace culture, modernizing infrastructure, improving community spaces, and engaging with economic and community partners for development and retention strategies. Additionally, it involves evaluating regulatory policies, modernizing procedural practices, and adopting governance best practices.

**Accomplishments**: Various goals have been achieved, such as the implementation of several policies, the completion of a comprehensive asset management program, and improved community engagement through new platforms and partnerships. Key successes include completing infrastructure improvements, a joint meeting effort with strategic partners like the BDA, enhancing digital communication, and promoting effective governance with updated practices and handbooks. Employee engagement has been strengthened through completed initiatives like performance evaluation systems and work flexibility programs. Community-focused initiatives have led to the establishment of new cultural and civic engagement programs.

**Roadblocks**: While significant progress has been made, some goals have faced challenges, particularly in integrating key systems due to usability issues and delays caused by external regulatory conditions, such as those affecting housing collaborations. Additionally, the need for comprehensive studies on storm drains suggests potential delays or additional resource allocation. Some initiatives like enticing businesses and advancing certain cultural goals remain undeveloped or in earlier stages of planning.

**Recommendations**: To sustain momentum and mitigate disruptions, it is advised to continue leveraging partnerships with civic and economic entities to enhance resource and expertise sharing. Strategic prioritization of unresolved goals, alongside tackling usability concerns in system integrations, should be emphasized. Efforts to modernize and improve community spaces could be augmented by more robust citizen involvement strategies. Consider enhancing contingency planning for identified disruptions,

and maintain transparency and communication to ensure stakeholder engagement remains high. Additionally, advancing ongoing updates to regulatory frameworks will solidify foundations for long-term projects, ensuring alignment with the community's evolving needs and aspirations.

**Report Legend** 

 #
 Priority
 No Update

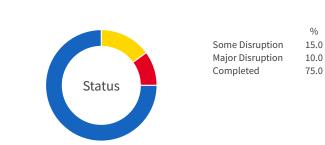
Overdue

## **Department Summary**









%

City of Bartlesville Progress 90%

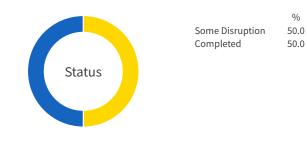
#### Communications Progress 100%



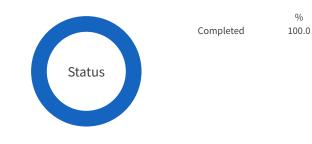
Community Development Department Progress 73%



#### Engineering Department Progress 95%



#### History Museum Progress 100%



Human Resources Progress 100%



% 100.0 Completed

IT Department Progress 100%



Library Progress 100%

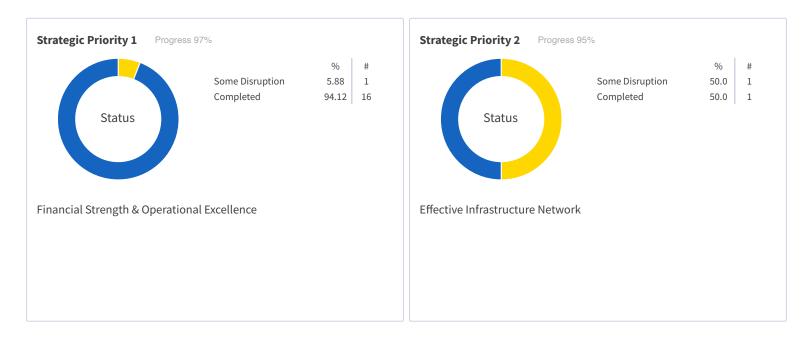
Police Department Progress 100%

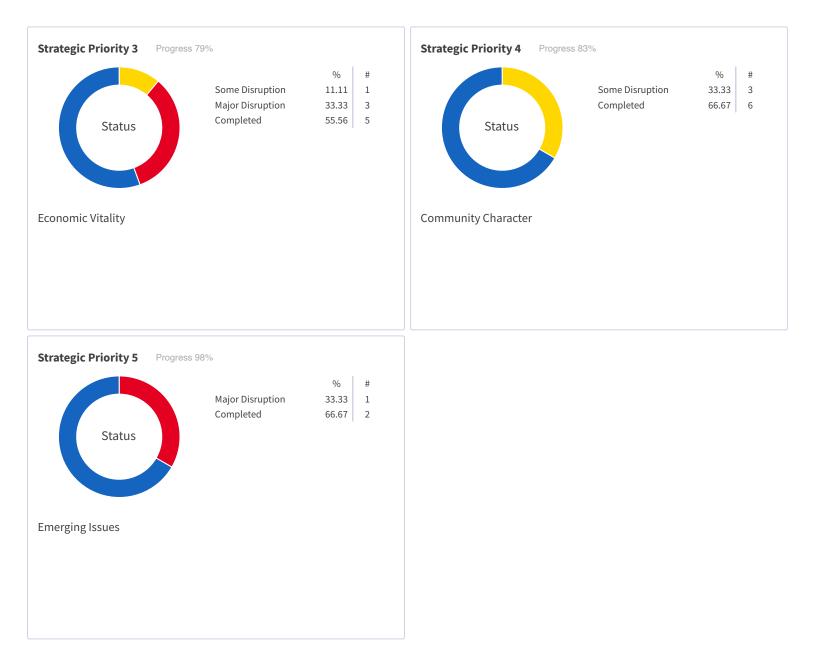


#### Public Works Department Progress 100%



## **Plan Summary**





#### **Strategic Priority 1** Progress 97%

Financial Strength & Operational Excellence % # 5.88 Some Disruption 1 Completed 94.12 16 Objective: 4 Goal: 17 **Objective 1.1** Progress 100% Focus on staff recruitment, retention, development, department collaborations, and safety programs to % # Completed 100.0 5 improve workplace culture and morale. Goal: 5 Goal 1.1.1 Update provided by Kelsey Walker on Sep 30, 2023 05:00:01 Accomplishments: Goal has been completed. Ongoing - Oct 31, 2023 Completed Progress 100% Challenges: Investigate programs to recruit non-traditional employees and within schools. Next Steps:

Goal 1.1.2		Update provided by Kelsey Walker on Nov 30, 2023 06:00:01
Ongoing - Oct 31, 2023	ompleted Progress 100%	Accomplishments: Goal has been completed.
Within six months of adop	otion of Strategic plan, investigate	Challenges:
potential vacation buyba	ck program.	Next Steps:

#### Goal 1.1.3

Ongoing - Oct 31, 2023

Completed Progress 100%

Implement a job swap program for employees.

#### Goal 1.1.4

Ongoing - Jul 31, 2024

Completed Progress 100%

Hold employee appreciation luncheons twice yearly.

#### Goal 1.1.5

Ongoing - Apr 30, 2024

Investigate ways to implement a flex-hours or work from home

Update provided by Kelsey Walker on Sep 30, 2024 05:00:01 Accomplishments: Goal has been completed. Challenges:

Next Steps:

Update provided by Kelsey Walker on Sep 30, 2023 05:00:01 Accomplishments: Goal has been completed. Challenges:

Next Steps:

Update provided by Kelsey Walker on Apr 30, 2024 05:00:01 Accomplishments: Goal has been completed.

Challenges:

Next Steps:

program for applicable employees.

Completed

Progress 100%

#### Objective 1.2 Progress 100%

Improve and modernize our workplace including seeking accreditations for operational excellence, developing a performance and reward-based evaluation process, and furthering integration of IT systems into our operating departments.

Goal: 4

Goal 1.2.1	Update provided by Kelsey Walker on Mar 31, 2024 05:00:01	
Ongoing - Oct 31, 2023 Completed Progress 100%	<b>Accomplishments</b> : Goal has been completed. Committee has met and is gathering data.	
Develop a committee to research best practices and accreditation programs.	Challenges:	
	Next Steps:	
Goal 1.2.2	Update provided by Kelsey Walker on Sep 30, 2023 05:00:01	
Ongoing - Jul 31, 2023 Completed Progress 100%	Accomplishments: Goal has been completed.	
Develop and implement a performance and reward-based	Challenges:	
evaluation process for general employees by July 1, 2023 with intent to negotiate this process for uniformed groups in the future.	Next Steps:	
Goal 1.2.3	Update provided by Matt McCollough on Apr 03, 2025 17:09:27	
Ongoing - Apr 30, 2024 Completed Progress 100%	Accomplishments:	
Re-evaluate 311 and Enterprise Asset Management (E.A.M.) to	Challenges:	
determine how we can integrate these systems into our operating departments.	Next Steps:	
Goal 1.2.4	Update provided by Kelsey Walker on Mar 28, 2025 13:35:46	
Ongoing - Oct 31, 2024 Completed Progress 100%	Accomplishments: Redesigned website launched to the public on March 19.	
Revise and update our website using newest technologies and integrations to improve citizen satisfaction and e-gov capabilities.	<b>Next Steps</b> : Staff will continue to routinely monitor the website to assess if further changes are needed in the future.	

Objective 1.3 Progress 100%

Develop annual communications and feedback systems to include a standard report to citizens, community		%	#
survey, and employee survey.	Completed	100.0	5

Goal: 5

#### Goal 1.3.1



leted Progress 100%

Update provided by Kelsey Walker on Sep 30, 2024 05:00:01 Accomplishments: Goal has been completed. %

100.0

#

4

#### Challenges:

Create and publish annual digital report on overall City and departmental achievements, progress, and goals. Summary of report to be circulated in utility bill.

Goal 1.3.2	Update provided by Kelli Williams on Apr 25, 2025 14:43:13
Ongoing - Apr 30, 2024 Completed Progress 100% Create and distribute an annual survey to obtain citizen feedback and requests for all City departments. Individual departments may also be surveyed individually as part of a	<b>Accomplishments</b> : Post cards were mailed as planned and the online portion of the survey opened April 14. This portion will end April 28, officially ending the survey. The Communications Department has consistently publicized both the randomized and online survey options and will release the results when they are made available by Polco, the consultant.
larger survey plan.	Challenges:
	<b>Next Steps</b> : Results will be analyzed by the consultant and presented to the City Council in July.
Goal 1.3.3	Update provided by Kelsey Walker on Sep 30, 2023 05:00:01
Ongoing - Jul 31, 2023 Completed Progress 100%	Accomplishments: Goal has been completed.
Create and distribute survey for employees to rate their	Challenges:
department and the City as an overall employer by July 1, 2023.	Next Steps:

Goal 1.3.4	Update provided by Kelsey Walker on May 31, 2024 05:00:01
Ongoing - Oct 31, 2023 Completed Progress 100%	Accomplishments: Goal has been completed.
Develop feedback cards for golf course, library and other City	Challenges:
services as appropriate.	Next Steps:
Goal 1.3.5	Update provided by Kelsey Walker on Aug 31, 2023 05:00:01
Ongoing - Apr 30, 2024 Completed Progress 100%	Accomplishments: Goal has been compelted.
Continue to enhance, improve, and promote City Beat and grow	Challenges:

subscription base by 10%.

#### **Objective 1.4** Progress 83%

• Capital Planning Policy

Adopt governance best practices relating to debt, financial targets, multi-year plans, and a comprehensive % # Some Disruption 33.33 1 Council handbook. Completed 66.67 2

Next Steps:

Goal: 3

Goal 1.4.1	Update provided by Kelsey Walker on Dec 31, 2023 06:00:01
Ongoing - Oct 31, 2023 Completed Progress 100%	Accomplishments: Goal has been completed,
Develop and adopt formal policies pertaining to:	Challenges:
<ul><li>Debt Policy</li><li>Utility Rate Studies</li></ul>	Next Steps:

#### Goal 1.4.2

Ongoing - Jul 31, 2025

Some Disruption Progress 50%

Future budgets should include 5-year projections of revenue and expenditures for major operating funds to assist the Council and Staff in better planning for the future.

#### Goal 1.4.3

Ongoing - Apr 30, 2024	Completed	Progress 100%
------------------------	-----------	---------------

City Council will adopt a City Council Handbook that will help to guide current and future City Councils. City Manager will work with Mayor to schedule a Council workshop to discuss this item within one year of adoption of Strategic Plan. Update provided by Jason Muninger on Apr 03, 2025 16:22:29

Accomplishments: Have a framework I believe will accomplish task.

Challenges: Finding good model to utilize.

Next Steps: finalizing budget doc and building 5 yr plan

*Update provided by Kelsey Walker on Dec 31, 2023 06:00:01* **Accomplishments**: Goal has been completed.

#### Challenges:

#### Strategic Priority 2 Progress 95%

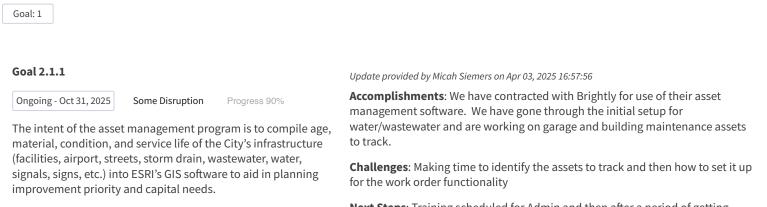
Effective Infrastructure Network

	Some Disruption	50.0	1
	Completed	50.0	1
Objective: 2 Goal: 2			

Objective 2.1 Progress 90%

Index (PCI).

Develop Asset Management Program for infrastructure.



**Next Steps**: Training scheduled for Admin and then after a period of getting familiar with the software we will get training for supervisors and technicians

%

100.0

1

Some Disruption

**Objective 2.2** Progress 100% Improve road conditions as captured by Pavement Condition Index (PCI). % Completed 100.0 1 Goal: 1 Goal 2.2.1 Update provided by Kelsey Walker on Aug 31, 2023 05:00:01 Accomplishments: Goal has been completed. Ongoing - Jun 30, 2023 Completed Progress 100% **Challenges:** Improve road conditions as captured by Pavement Condition

#### Strategic Priority 3 Progress 79%

#### Economic Vitality

Objective: 3 Goal: 9

	%	#
Some Disruption	11.11	1
Major Disruption	33.33	3
Completed	55.56	5

#### Objective 3.1 Progress 68%

Reevaluate our development regulatory policies to ensure all rules, regulations, and processes align with best		%	#
practices and reflect the character of our community.	Some Disruption	50.0	1
	Major Disruption	50.0	1

Goal: 2

Goal 3.1.1 🕕

Ongoing - Oct 31, 2024

Some Disruption Progress 94%

Update the city's comprehensive plan and other long-range plans utilizing accepted best practices (i.e. transportation, storm drainage, utilities, etc.). Update provided by Larry Curtis on Apr 28, 2025 20:14:31 Accomplishments :

- Finalized and submitted the committee's proposed updates to the City's comprehensive plan and associated long-range planning documents.
- Developed preliminary draft recommendations addressing transportation, storm drainage, utilities, and infrastructure systems, reflecting best practices and community input.
- Presented the proposed updates to the Planning Commission for initial review.

#### Challenges:

- The Planning Commission has recommended rejecting all proposed changes, citing concerns over scope, feasibility, and alignment with current policy direction.
- Addressing differing perspectives between the working group and Planning Commission while maintaining momentum toward needed updates.

- Prepare for City Council review of the proposed changes in May, including developing supplemental materials to clarify intent, address concerns, and highlight community benefits.
- Engage with stakeholders and council members to provide context and advocate for critical elements of the proposed updates.
- Plan for potential revisions based on City Council feedback, maintaining focus on infrastructure integration, future growth, and sustainability.

#### Goal 3.1.2

Ongoing - Jun 30, 2025

Major Disruption Progress 42%

Update zoning, subdivision, and other ordinances and codes which regulate private development and land use following the updated comprehensive land use plan.

#### Update provided by Larry Curtis on Apr 28, 2025 20:15:33

Accomplishments :

- Confirmed the need to update zoning, subdivision, and related ordinances to support the City's long-term vision and goals.
- Established that updates to land use regulations will be directly guided by the finalized comprehensive plan, ensuring alignment across all planning efforts.

#### Challenges:

- Progress remains on hold as the City awaits formal direction and final action on the proposed comprehensive plan updates.
- Continuing to anticipate the scale of ordinance and code changes needed to modernize regulatory frameworks and better reflect community goals and best practices.

#### Next Steps:

- Monitor the City Council's review and decision regarding the proposed comprehensive plan to inform next steps for ordinance updates.
- Begin preliminary internal review of existing zoning and subdivision codes to identify major areas likely to require revision once direction is provided.
- Develop a draft phased strategy for updating land use regulations, ready to be refined and launched upon finalization of the comprehensive plan.
- Plan future stakeholder engagement to ensure new regulations are practical, enforceable, and fully aligned with the community's updated vision.

**Objective 3.2** Progress 100%

% # Collaborate with economic development partners and experts to optimize development. Completed 100.0 3 Goal: 3

Goal 3.2.1	Update provided by Kelsey Walker on Jun 30, 2023 05:00:01
Ongoing - Ongoing Completed	Accomplishments: Goal has been completed.
Identify economic development partners and assign City	Challenges:
employee to act as economic development liaison. Liaison shall act as conduit between economic development partners, developer, and City departments.	Next Steps:
Goal 3.2.2	Update provided by Kelsey Walker on Aug 31, 2023 05:00:01
Ongoing - Dec 31, 2023 Completed Progress 100%	Accomplishments: Goal has been completed.
Convene a meeting with all economic development partners to	Challenges:
determine how best to support their efforts and to define the	Next Steps:

Goal 3.2.3 Update provided by Kelsey Walker on Dec 31, 2023 06:00:01 Accomplishments: Goal has been completed. Ongoing - Ongoing Challenges: Ongoing coordination between liaison and economic development partners. Next Steps: **Objective 3.3** Progress 69% Develop and implement strategies to retain and attract young professionals and families to Bartlesville. % Major Disruption 50.0 2 Completed 50.0 2 Goal: 4 Goal 3.3.1 Update provided by Kelsey Walker on Sep 30, 2023 05:00:01 Accomplishments: Goal has been completed. Ongoing - Sep 30, 2023 Completed Progress 100% **Challenges:** Identify community partners who employ and recruit young professionals. Next Steps: Update provided by Kelsey Walker on Sep 30, 2024 05:00:01  $\nabla$ Goal 3.3.2 Accomplishments: Meetings have started. Major Disruption Ongoing - Jan 31, 2024 Progress 75% Challenges: Engage with community partners to learn how the City can Next Steps: attract young professionals and families. Update provided by Kelsey Walker on Sep 30, 2024 05:00:01  $\mathbf{\nabla}$ Goal 3.3.3 Accomplishments: Goal has not yet been started. Ongoing - Jan 01, 2024 Major Disruption Progress 0% **Challenges:** Examine ways to make the community more enticing for Next Steps: businesses and restaurants that attract young professionals and families.

#### Goal 3.3.4

Ongoing - Jan 31, 2024

Completed Progress 100%

Work closely with BDA and Visit Bartlesville to promote their efforts and accomplishments.

Update provided by Kelsey Walker on Jun 30, 2024 05:00:01 Accomplishments: Goal has been completed.

#

Challenges:

#### Strategic Priority 4 Progress 83%

#### Community Character

Objective: 3 Goal: 9

	%	#
Some Disruption	33.33	3
Completed	66.67	6

Objective 4.1 Progress 100%

Explore opportunities to embrace the unique cultures of our community.					
Comple	ted 100.0	2			
Goal: 2					

#### Goal 4.1.1

Ongoing - Jan 01, 2024

Completed Progress 100%

Progress 100%

Coordinate a multi-cultural group to highlight the diverse cultures in our community.

#### Goal 4.1.2

Ongoing - Jan 31, 2025

Allocate city resources for support group (such as facilities, properties, venues, etc.)

Completed

Update provided by Kelsey Walker on Nov 30, 2023 06:00:01
Accomplishments: Goal has been completed.
Challenges:
Next Steps:

#### Update provided by Kiley Roberson on Mar 26, 2025 15:24:08

**Accomplishments**: Successfully completed the event planning and execution of CommUNITY Fest to support various groups in our city.

**Challenges**: Encountered challenges with planning around all the other events the city and various groups offer. The event ended up overlapping with OctoberFest as well which did impact attendance.

**Next Steps**: The planning team has decided that it would be better going forward to combine this event with another preexisting event to capitalize on attendance numbers and just make the unity part a piece of theme for the event.

#### Objective 4.2 Progress 62%

Develop and maintain healthy lifestyle options as a segment of our parks, recreation and transportation	%	#
systems. Some Disruption	100.0	2

Goal: 2



Ongoing - Oct 31, 2024 So

Some Disruption Progress 88%

As part of the update to the City's comprehensive and other plans identified in Economic Vitality, update the Parks Masterplan to ensure that lifestyle options and parks and recreation systems are meeting the needs of the public.

#### Update provided by Larry Curtis on Apr 28, 2025 20:17:03

Accomplishments :

- Recognized the critical need to update the Parks Masterplan as a key strategy to support the City's broader Economic Vitality goals.
- Confirmed that the Parks Masterplan update will be guided by the forthcoming direction from City Council on the comprehensive plan to ensure strong alignment with the City's future land use and development vision.

Challenges:

- Progress remains on hold as staff await formal City Council action on the comprehensive plan update to maintain consistency between park planning and overall community development strategies.
- Ensuring that future updates to the Parks Masterplan effectively incorporate both current community input and projections for long-term growth and demographic changes.

- Resume planning efforts once City Council provides direction on the comprehensive plan, using it as a foundation for evaluating and updating parks, recreation systems, and lifestyle options.
- Begin preliminary assessment of current park assets, service coverage, and recreational offerings to prepare for a full Masterplan update.
- Plan targeted public engagement initiatives to refine community priorities and support the development of a modern, community-centered Parks Masterplan.



Ongoing - Oct 31, 2024

Some Disruption Progress 36%

Create a Trails/Multi-model plan that incorporates existing assets and plans such as bicycle plan.

#### Update provided by Larry Curtis on Apr 28, 2025 20:17:50

Accomplishments:

- Identified the need for a comprehensive Trails and Multi-Modal Plan that builds on existing assets, such as the bicycle plan, to enhance connectivity, mobility, and quality of life.
- Reaffirmed the importance of aligning the Trails and Multi-Modal Plan with broader city planning efforts to ensure consistency and maximize impact.

#### Challenges:

- Development of the Trails and Multi-Modal Plan remains intentionally paused pending final direction on the comprehensive plan update and upcoming zoning code revisions.
- Continuing to coordinate across departments to ensure future integration of mobility, recreation, and land use planning under a unified vision.

#### Next Steps:

- Initiate development of the Trails and Multi-Modal Plan following City Council action on the comprehensive plan update.
- Launch the zoning code update process to ensure land use and development standards actively support trail connectivity and multi-modal mobility goals.
- Conduct a preliminary evaluation of existing infrastructure and identify strategic opportunities for trail expansion and improved community connectivity.

Some Disruption

Completed

%

20.0

80.0 4

#

1

Objective 4.3 Progress 84%

Ensure and maintain clean, bright, vibrant community spaces.

Goal: 5

#### Goal 4.3.1

Ongoing - Apr 30, 2024

Completed Progress 100%

Address vandalism and criminal activities in our community spaces, including destruction or defacement of public restrooms, violations of park curfews, etc. Update provided by Kelsey Walker on Sep 30, 2024 05:00:01

Accomplishments: Goal is complete. 10 of 10 bathrooms installed.

Challenges:

#### Next Steps:

 $\checkmark$  Improve security measures at public restrooms using automatic locks combined with motion and smoke detectors

✓ Police to respond to all calls at public restrooms generated by new systems

✓ Offenders, especially repeat offenders, will be prosecuted for vandalism, arson, trespassing, etc.



Ongoing - Oct 31, 2024 Some D

Some Disruption Progress 20%

Coordinate citizen volunteer efforts to supplement our maintenance efforts and to improve the appearance of our City. These could include periodic clean up days, adopt a mile programs, adopt a path programs, etc.

#### Update provided by Larry Curtis on Apr 28, 2025 20:21:47

Accomplishments:

- Keep Bartlesville Beautiful has continued leading efforts to enhance the City's appearance through community partnerships and volunteer projects.
- Worked with a plantings expert from Kansas to develop plans for two new downtown planting projects, now in progress.
- Submitted an application to the Oklahoma Department of Transportation (ODOT) for a tree planting project at the Washington & Frank Phillips intersection, with funding secured from Phillips 66 and coordination through Up With Trees.
- Identified planting plans for downtown planters and completed a full clean-out of existing planters to prepare for new landscaping installations.
- Completed a full inventory and condition survey of existing downtown benches, with the final report provided to Keep Bartlesville Beautiful for review and action planning.
- Coordinated with the City's Engineering Department to assess the feasibility of a pedestrian crossing at Silver Lake and Nowata Road, with an initial update anticipated in May or June.

#### Challenges:

- Coordinating across departments and organizations to align timing, funding, and implementation of beautification and mobility improvements.
- Ensuring long-term maintenance and sustainability of beautification efforts amid limited resources.
- Awaiting ODOT's response regarding the tree planting project along Highway 75, which may impact scheduling and planting timelines.

#### Next Steps:

- Finalize and implement planting plans for downtown planters in coordination with Keep Bartlesville Beautiful's initiatives.
- Review the bench inventory findings and prioritize benches for repair or replacement, developing a phased improvement plan.
- Continue exploring opportunities for citizen-led clean-up events, adopta-mile/path programs, and additional volunteer beautification efforts.
- Follow up on the feasibility study for a pedestrian crossing at Silver Lake and Nowata Road, with preliminary findings expected in May/June.

#### Goal 4.3.3

Ongoing - Oct 31, 2023

Completed Progress 100%

Establish Neighborhood Watch and Sentinel Program.

Update provided by Kelsey Walker on Mar 31, 2024 05:00:01 Accomplishments: Goal has been completed.

Challenges:

#### Goal 4.3.4

Ongoing - Apr 30, 2024

Completed Progress 100%

Finalize implementation of and launch Software 311 and City App.

Goal 4.3.5

Ongoing - Jul 31, 2023

and rights-of-way.

Completed Progress 100%

Challenges: Create a list of minimum maintenance intervals for our parks Next Steps:

Update provided by Kelsey Walker on Apr 30, 2024 05:00:01 Accomplishments: Goal has been completed. Challenges: Next Steps:

Update provided by Kelsey Walker on Mar 31, 2024 05:00:01 Accomplishments: Goal has been completed.

#### Strategic Priority 5 Progress 98%

## Objective 5.1 Progress 98%

Partner with community groups to discuss, evaluate and report on existing needs and potential solution that				
address: Child Care, Housing, Homelessness, and Others to be Determined.	Major Disruption	33.33	1	
address. clina care, housing, homelessness, and others to be beternined.	Completed	66.67	2	

Goal: 3

Goal 5.1.1Image: Comparison of the second secon	Update provided by Kelsey Walker on Sep 30, 2024 05:00:02 Accomplishments: New task force established and meeting regularly. Challenges: Next Steps: roposed regulations will be presented to Council on 10/7/24.
Goal 5.1.2 Ongoing - Apr 30, 2024 Completed Progress 100% Housing	Update provided by Kelsey Walker on Sep 30, 2024 05:00:01 Accomplishments: Goal has been completed. Challenges: Next Steps:
Goal 5.1.3Ongoing - Apr 30, 2024CompletedProgress 100%Homelessness	Update provided by Kelsey Walker on Jun 30, 2024 05:00:01 Accomplishments: Challenges: Next Steps: Collaboration with "B the Light" will continue. Their construction currently delayed by ODEQ.



## I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Receipt of Interim Financials for the nine months ending March 31, 2025.

Attachments:

Interim Financials for March 31, 2025

## II. STAFF COMMENTS AND ANALYSIS

Staff has prepared the condensed Interim Financial Statements for March 2025; these should provide sufficient information for the City Council to perform its fiduciary responsibility. All supplementary, detailed information is available for the Council's use at any time upon request. All information is subject to change pending audit.

## III. BUDGET IMPACT

N/A

## IV. RECOMMENDED ACTION

Staff recommends the approval the Interim Financials for March 31, 2025.

# city of bartlesville

# REPORT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES

For The Nine Months Ended March 31, 2025

# **CITY COUNCIL**

- Ward 1 Tim Sherrick Ward 2 - Larry East Ward 3 - Jim Curd, Mayor Ward 4 - Aaron Kirkpatrick
- Ward 5 Trevor Dorsey, Vice Mayor

City Manager Mike Bailey

Prepared by:

Alicia Shelton Finance Supervisor

Jason Muninger Finance Director

#### HIGHLIGHTS

#### MAJOR FUNDS:

GENERAL FUND WASTEWATER OPERATING/BMA WASTEWATER FUNDS WATER OPERATING/BMA WATER FUNDS SANITATION

## **OTHER FUNDS:**

REVENUE BUDGET STATUS EXPENDITURE BUDGET STATUS CHANGE IN FUND BALANCE

### **EXPLANATORY MEMO**

## **FINANCIAL STATEMENT REVENUE HIGHLIGHTS**

(Dashed line represents average percent of year for 4 preceding fiscal years)



## **GENERAL FUND**

## Statement of Revenue, Expenditures, and Changes in Fund Balances

## 75% of Year Lapsed

			2024-25 Fisc	al Year			2023-24 Fisc	al Year
						% of		% Total
	Total Budget	YTD Budget	YTD Actual	YTD Encum	YTD Total	Budget	YTD Total	Year
Revenue:								
Sales Tax	\$ 17,869,148	\$ 13,401,861	\$ 13,695,033	\$-	\$ 13,695,033	76.6%	\$ 13,629,278	75.4%
Use Tax	4,513,154	3,384,866	3,728,900	-	3,728,900	82.6%	3,737,026	77.5%
Gross Receipt Tax	1,656,600	1,242,450	1,150,871	-	1,150,871	69.5%	1,223,511	79.7%
Licenses and Permits	260,000	195,000	213,780	-	213,780	82.2%	228,342	87.8%
Intergovernmental	629,000	471,750	453,918	-	453,918	72.2%	546,547	75.0%
Charges for Services	539,900	404,925	408,629	-	408,629	75.7%	448,597	78.0%
Court Costs	193,900	145,425	108,746	-	108,746	56.1%	147,420	79.7%
Police/Traffic Fines	393,300	294,975	195,061	-	195,061	49.6%	272,762	80.4%
Parking Fines	45,300	33,975	37,515	-	37,515	82.8%	38,675	75.2%
Other Fines	66,000	49,500	41,977	-	41,977	63.6%	48,018	76.1%
Investment Income	150,000	112,500	1,856,687	-	1,856,687	1237.8%	2,179,197	103.0%
Miscellaneous Income	868,824	651,618	1,026,825	-	1,026,825	118.2%	860,675	75.5%
Transfers In	6,549,579	4,912,184	4,912,194		4,912,194	75.0%	4,920,924	75.0%
Total	\$ 33,734,705	<u>\$ 25,301,029</u>	\$ 27,830,135	<u>\$ -</u>	\$ 27,830,135	82.5%	\$ 28,280,972	77.6%
Expenditures:								
General Government	\$ 10,805,842	\$ 8,104,382	\$ 6,715,138	\$ 748,411	\$ 7,463,549	69.1%	\$ 5,903,815	65.6%
Public Safety	18,458,736	\$ 8,104,582 13,844,052	3 0,713,138	\$ 748,411 236,627		74.4%	\$ 5,905,815 12,406,670	72.7%
Street			1,490,569	62,931	13,738,670	68.6%	1,294,629	66.9%
Culture and Recreation	2,264,849 3,867,881	1,698,637		58,071	1,553,500	66.9%	2,459,927	68.8%
Transfers Out		2,900,911 3,590,600	2,530,527		2,588,598	75.0%		75.0%
Reserves	4,787,466 1,225,200	918,900	3,590,610	-	3,590,610	0.0%	3,141,838	75.0% N.A.
Total	\$ 41,409,974	<u>\$ 31,057,482</u>	\$ 27,828,887	<u>\$ 1,106,040</u>	<u>\$ 28,934,927</u>	69.9%	\$ 25,206,879	70.5%
Changes in Fund Balance:								
Fund Dalan 7/4			ć <u>ссс</u> ото					
Fund Balance 7/1			\$ 5,555,372					
Net Revenue (Expense)			1,248					

Ending Fund Balance

\$ 5,556,620

## COMBINED WASTEWATER OPERATING & BMA WASTEWATER FUNDS

Statement of Revenue, Expenditures, and Changes in Fund Balances

			2024-25 Fisc	al Year			2023-24 Fisca	al Year
						% of		% Total
	Total Budget	YTD Budget	YTD Actual	YTD Encum	YTD Total	Budget	YTD Total	Year
Revenue:								
Wastewater Fees	\$ 6,742,581	\$ 5,056,936	\$ 4,916,539	\$ -	\$ 4,916,539	72.9%	\$ 4,608,695	75.5%
Investment Income			159,314	÷ -	159,314	N.A.	-	0.0%
Debt Proceeds	83,000,000	62,250,000		-		0.0%	-	N.A.
Miscellaneous	30,000	22,500	109,050		109,050	363.5%	135,851	99.8%
Total	<u>\$ 89,772,581</u>	<u>\$ 67,329,436</u>	<u>\$ 5,184,903</u>	<u>\$ -</u>	<u>\$    5,184,903</u>	5.8%	<u>\$ 4,744,546</u>	74.4%
Expenditures:								
Wastewater Plant	\$ 3,179,670	\$ 2,384,753	\$ 2,307,288	\$ 802,474	\$ 3,109,762	97.8%	\$ 2,934,033	99.3%
Wastewater Maint	999,237	749,428	676,998	5,129	682,127	68.3%	595 <i>,</i> 074	71.6%
BMA Expenses	1,500,000	1,125,000	-	-	-	0.0%	-	N.A.
Transfers Out	1,836,183	1,377,137	1,377,141	-	1,377,141	75.0%	1,235,234	75.0%
Reserves	97,138	72,854				0.0%		N.A.
Total	<u>\$ 7,612,228</u>	<u>\$    5,709,172</u>	\$ 4,361,427	<u>\$ 807,603</u>	<u>\$    5,169,030</u>	67.9%	<u>\$ 4,764,341</u>	87.7%
Changes in Fund Balance:								
Fund Balance 7/1			\$ 2,925,118					
Net Revenue (Expense)			823,476					
Ending Fund Balance			\$ 3,748,594					

## COMBINED WATER OPERATING & BMA WATER FUNDS

Statement of Revenue, Expenditures, and Changes in Fund Balances

2024-25 Fiscal Year									2023-24 Fiscal Year			
									% of			% Total
	Total Budget	YTD Budget	`	YTD Actual	Y	TD Encum		YTD Total	Budget		YTD Total	Year
Revenue:												
Water Fees	\$ 11,091,140	\$ 8,318,355	\$	8,514,461	\$	-	\$	8,514,461	76.8%	\$	7,986,772	75.9%
Investment Income	-	-		138,243		-		138,243	N.A.		-	0.0%
Debt Proceeds	7,500,000	5,625,000		-		-		-	0.0%		-	N.A.
Miscellaneous				8,856				8,856	N.A.		749,416	100.0%
Total	<u>\$ 18,591,140</u>	<u>\$ 13,943,355</u>	<u>\$</u>	8,661,560	<u>\$</u>		<u>\$</u>	8,661,560	46.6%	<u>\$</u>	8,736,188	76.5%
Expenditures:												
Water Plant	\$ 4,240,410	\$ 3,180,308	\$	2,653,219	\$	236,323	\$	2,889,542	68.1%	\$	2,529,129	68.6%
Water Administration	478,954	359,216		313,537		66,096		379,633	79.3%		302,892	73.4%
Water Distribution	2,405,156	1,803,867		1,489,698		115,166		1,604,864	66.7%		1,255,965	65.3%
BMA Expenses	10,775,784	8,081,838		2,346,850		306,009		2,652,859	24.6%		1,626,059	40.2%
Transfers Out	2,878,743	2,159,057		2,159,061		-		2,159,061	75.0%		1,938,963	75.0%
Reserves	252,659	189,494						-	0.0%		-	N.A.
Total	<u>\$ 21,031,706</u>	<u>\$ 15,773,780</u>	\$	8,962,365	\$	723,594	<u>\$</u>	9,685,959	46.1%	<u>\$</u>	7,653,008	60.5%
Changes in Fund Balance:												
Fund Balance 7/1			\$	7,688,787								
Net Revenue (Expense)				(300,805)								
Ending Fund Balance			\$	7,387,982								

## SANITATION FUND

Statement of Revenue, Expenditures, and Changes in Fund Balances

2024-25 Fiscal Year						2023-24 Fisc	al Year
					% of		% Total
	Total Budget	YTD Budget	YTD Actual	YTD Encum Y	TD Total Budget	YTD Total	Year
<b>Revenue:</b> Collection Fees Investment Income Miscellaneous Transfers In <b>Total</b>	\$ 6,626,914 - 56,334 - \$ 6,683,248	- 45,669 -	4,601 26,200 	- - 	5,063,923 76.4% 4,601 N.A. 26,200 46.5% - N.A. 5,094,724 76.2%	\$ 4,636,027 - 102,729 - \$ 4.738.756	74.9% N.A. 74.3% N.A. <b>74.9%</b>
TOLAT	<u>\$ 6,683,248</u>	<u>\$    5,015,855</u>	\$ 5,094,724	<u>\$</u>	5,094,724 76.2%	\$ 4,738,756	74.9%
Expenditures: Sanitation Transfers Out Reserves	\$ 3,911,821 2,684,272 140,718	\$ 2,933,866 2,013,204 105,539	\$    2,623,401 2,013,208 		2,781,833 71.1% 2,013,208 75.0% - 0.0%	\$ 2,435,804 1,987,300 	69.0% 75.0% N.A.
Total	\$ 6,736,811	\$ 5,052,609	\$ 4,636,609	<u>\$ 158,432</u>	4,795,041 71.2%	\$ 4,423,104	71.6%
<u>Changes in Fund Balance:</u> Fund Balance 7/1 Net Revenue (Expense)			\$    261,319 458,115				

Ending Fund Balance	\$	719,434
0	•	•

## ALL OTHER FUNDS

Revenue Budget Report - Budget Basis

	Budget	Actuals	Percent of Budget
Special Revenue Funds:			
Economic Development Fund	1,881,469	1,617,900	86%
E-911 Fund	1,366,836	1,123,277	82%
Special Library Fund	88,000	174,558	198%
Special Museum Fund	-	21,237	N/A
Municipal Airport Fund	737,000	716,808	97%
Harshfield Library Donation Fund	-	28,728	N/A
Restricted Revenue Fund	91,320	25,005	27%
Golf Course Memorial Fund	30,000	33,287	111%
CDBG-COVID	485,000	49,032	10%
ARPA	-	-	N/A
Justice Assistance Grant Fund	-	-	N/A
Opioid Settlement Fund	364,814	334,814	92%
Neighborhood Park Fund	-	3,454	N/A
Cemetery Care Fund	2,400	2,043	85%
Debt Service Fund	4,940,770	4,376,584	89%
Capital Project Funds:			
Sales Tax Capital Improvement Fund	3,371,537	3,219,687	95%
Park Capital Improvement Fund	-	-	N/A
Wastewater Capital Improvement Fund	-	27,837	N/A
Wastewater Regulatory Capital Fund	-	33,735	N/A
City Hall Capital Improvement Fund	47,880	59 <i>,</i> 836	125%
Storm Drainage Capital Improvement Fund	-	5,967	N/A
Community Development Block Grant Fund	-	-	N/A
2008B G.O. Bond Fund	-	-	N/A
2009 G.O. Bond Fund	-	-	N/A
2010 G.O. Bond Fund	-	-	N/A
2012 G.O. Bond Fund	-	-	N/A
2014 G.O. Bond Fund	-	-	N/A
2014B G.O. Bond Fund	-	-	N/A
2015 G.O. Bond Fund	-	-	N/A
2017 G.O. Bond Fund	-	-	N/A
2018A G.O. Bond Fund	-	-	N/A
2018B G.O. Bond Fund	-	-	N/A
2018C G.O. Bond Fund	-	-	N/A
2019A G.O. Bond Fund	-	-	N/A
2019B G.O. Bond Fund	-	-	N/A
2021A G.O. Bond Fund	-	-	N/A
2022 G.O. Bond Fund	-	-	N/A
2023 G.O. Bond Fund	-	-	N/A
Proprietary Funds:			
Adams Golf Course Operating Fund	1,155,714	915,416	79%
Sooner Pool Operating Fund	71,179	55,153	77%
Frontier Pool Operating Fund	95,013	74,069	78%
Municipal Airport Operating	526,200	454,136	86%
Internal Service Funds:			
Worker's Compensation Fund	132,951	106,704	80%
Health Insurance Fund	5,530,171	4,720,933	85%
Auto Collision Insurance Fund	75,000	109,456	146%
Stabilization Reserve Fund	1,550,943	1,163,208	75%
Capital Improvement Reserve Fund	8,057,005	6,581,735	82%
Mausoleum Trust Fund	-	468	N/A

## ALL OTHER FUNDS

Expenditure Budget Report - Budget Basis

	Budget	Actuals	Percent of Budget
Special Revenue Funds:			
Economic Development Fund	5,708,341	2,384,749	42%
E-911 Fund	1,487,474	985,726	66%
Special Library Fund	207,463	84,560	41%
Special Museum Fund	25,100	14,295	57%
Municipal Airport Fund	1,986,719	1,734,377	87%
Harshfield Library Donation Fund	375,994	17,348	5%
Restricted Revenue Fund	398,679	90,039	23%
Golf Course Memorial Fund	79,913	29,280	37%
CDBG-COVID	970,378	550,226	57%
ARPA	500,000	375,002	75%
Justice Assistance Grant Fund	14,804	-	0%
Opioid Settlement Fund	364,814	120,000	33%
Neighborhood Park Fund	62,723	-	0%
Cemetery Care Fund	15,009	175	1%
Debt Service Fund	4,940,770	1,682,460	34%
Capital Project Funds:			
Sales Tax Capital Improvement Fund	9,787,749	2,693,895	28%
Park Capital Improvement Fund	-	-	N/A
Wastewater Capital Improvement Fund	87,205	10,037	12%
Wastewater Regulatory Capital Fund	584,032	39,863	7%
City Hall Capital Improvement Fund	227,358	-	0%
Storm Drainage Capital Improvement Fund	55,093	-	0%
Community Development Block Grant Fund	-	-	N/A
2008B G.O. Bond Fund	-	-	N/A
2009 G.O. Bond Fund	-	-	N/A
2010 G.O. Bond Fund	-	-	N/A
2012 G.O. Bond Fund	-	-	N/A
2014 G.O. Bond Fund	-	-	N/A
2014B G.O. Bond Fund	3,885	-	0%
2015 G.O. Bond Fund	-	-	N/A
2017 G.O. Bond Fund	-	-	N/A
2018A G.O. Bond Fund	-	-	N/A
2018B G.O. Bond Fund	31,386	-	0%
2018C G.O. Bond Fund	-	-	N/A
2019A G.O. Bond Fund	327,431	326,564	100%
2019B G.O. Bond Fund	350,641	19,182	5%
2021A G.O. Bond Fund	526,494	503,306	96%
2022 G.O. Bond Fund	3,438,895	2,532,865	74%
2023 G.O. Bond Fund	6,454,534	1,461,509	23%
Proprietary Funds:			
Adams Golf Course Operating Fund	1,303,857	873,053	67%
Sooner Pool Operating Fund	80,880	41,790	52%
Frontier Pool Operating Fund	94,560	48,622	51%
Municipal Airport Operating	709,086	551,876	78%
Internal Service Funds:			
Worker's Compensation Fund	430,000	95,029	22%
Health Insurance Fund	5,531,208	4,742,176	86%
Auto Collision Insurance Fund	443,559	99,681	22%
Stabilization Reserve Fund	14,776,368	-	0%
Capital Improvement Reserve Fund	22,197,887	10,506,139	47%
Mausoleum Trust Fund	8,515	-	0%

## ALL OTHER FUNDS

Fund Balance Report - Modified Cash Basis

	Beginning of Year	Change	Current	
Special Revenue Funds:				
Economic Development Fund	3,982,024	(552,724)	3,429,300	
E-911 Fund	212,689	147,355	360,044	
Special Library Fund	338,451	103,489	441,940	
Special Museum Fund	163,780	6,942	170,722	
Municipal Airport Fund	-	213,916	213,916	
Harshfield Library Donation Fund	435,622	11,540	447,162	
Restricted Revenue Fund	259,665	(27,609)	232,056	
Golf Course Memorial Fund	49,914	9,873	59,787	
CDBG-COVID	-	-	-	
ARPA	1,732,952	(375,002)	1,357,950	
Justice Assistance Grant Fund	14,804	-	14,804	
Opioid Settlement Fund	-	334,814	334,814	
Neighborhood Park Fund	64,343	3,454	67,797	
Cemetery Care Fund	13,038	1,868	14,906	
Debt Service Fund	3,610,645	2,694,124	6,304,769	
Capital Project Funds:				
Sales Tax Capital Improvement Fund	6,360,355	701,064	7,061,419	
Park Capital Improvement Fund	-	-	-	
Wastewater Capital Improvement Fund	140,792	17,800	158,592	
Wastewater Regulatory Capital Fund	397,676	(6,128)	391,548	
City Hall Capital Improvement Fund	180,119	59 <i>,</i> 836	239,955	
Storm Drainage Capital Improvement Fund	59,177	5,967	65,144	
Community Development Block Grant Fund	211,387	-	211,387	
2008B G.O. Bond Fund	-	-	-	
2009 G.O. Bond Fund	-	-	-	
2010 G.O. Bond Fund	-	-	-	
2012 G.O. Bond Fund	-	-	-	
2014 G.O. Bond Fund	-	-	-	
2014B G.O. Bond Fund	3,885	-	3,885	
2015 G.O. Bond Fund	-	-	-	
2017 G.O. Bond Fund	-	-	-	
2018A G.O. Bond Fund	-	-	-	
2018B G.O. Bond Fund	31,386	-	31,386	
2018C G.O. Bond Fund 2019A G.O. Bond Fund	-	-	- 867	
2019A G.O. Bond Fund 2019B G.O. Bond Fund	327,431 350,641	(326,564)		
2019B G.O. Bond Fund 2021A G.O. Bond Fund	526,494	(6,938) (353,582)	343,703	
2022A G.O. Bond Fund 2022A G.O. Bond Fund	3,112,203	(1,312,612)	172,912 1,799,591	
2023 G.O. Bond Fund	6,564,913	(1,056,090)	5,508,823	
Proprietary Funds:	0,504,915	(1,030,090)	3,308,823	
Adams Golf Course Operating Fund	136,622	86,233	222,855	
Sooner Pool Operating Fund	40,167	15,451	55,618	
Frontier Pool Operating Fund	54,603	27,535	82,138	
Municipal Airport Operating	431,254	(78,692)	352,562	
Internal Service Funds:		,	-	
Worker's Compensation Fund	321,209	15,395	336,604	
Health Insurance Fund	3,001	(1,243)	1,758	
Auto Collision Insurance Fund	496,502	17,180	513,682	
Stabilization Reserve Fund	13,225,425	1,163,208	14,388,633	
Capital Improvement Reserve Fund	21,349,355	3,088,660	24,438,015	
Mausoleum Trust Fund	8,709	468	9,177	



**FROM:** Jason Muninger, CFO/City Clerk

## **SUBJECT:** Financial Statement Explanatory Information

## **GENERAL INFORMATION**

The purpose of this memo is to provide some insight as to the construction of the attached financial statements and to provide some guidance as to their use.

The format of the attached financial statements is intended to highlight our most important revenue sources, provide sufficient detail on major operating funds, and provide a high level overview of all other funds. The level of detail presented is sufficient to assist the City Council in conducting their fiduciary obligations to the City without creating a voluminous document that made the execution of that duty more difficult.

This document provides three different types of analyses for the Council's use. The first is an analysis of revenue vs budgeted expectations. This allows the Council to see how the City's revenues are performing and to have a better idea if operational adjustments are necessary.

The second analysis compares expenditures to budget. This allows the Council to ensure that the budgetary plan that was set out for the City is being followed and that Staff is making the necessary modifications along the way.

The final analysis shows the fund balance for each fund of the City. This is essentially the "cash" balance for most funds. However, some funds include short term receivables and payables depending on the nature of their operation. With very few exceptions, all funds must maintain positive fund balance by law. Any exceptions will be noted where they occur.

These analyses are presented in the final manner:

## Highlights:

The Highlights section presents a 5 year snap shot of the performance of the City's 4 most important revenue sources. Each bar represents the actual amounts earned in each year through the period of the report. Each dash represents the percent of the year's revenue that had been earned through that period. The current fiscal year will always represent the percent of the budget that has been earned, while all previous fiscal years will always represent the percent of the actual amount earned. This analysis highlights and compares not only amounts earned, but gives a better picture of how much <u>should have been earned</u> in order to meet budget for the year.

## Major Operating Funds:

The City's major operating funds are presented in greater detail than the remainder of the City's funds. These funds include the General, Wastewater Operating, BMA – Wastewater, Water Operating, BMA – Water, and Sanitation. Due to the interrelated nature of the Wastewater Operating/BMA – Wastewater and the Water Operating/BMA – Water funds, these have been combined into Wastewater Combined and Water Combined funds. This should provide a better picture of the overall financial condition of these operating segments by combining revenues, operating expenses, and financing activities in a single report.

## Other Funds:

All other funds of the City are reported at a high level. These funds are often created for a limited purpose, limited duration, and frequently contain only a one-time revenue source. This high level overview will provide Council with sufficient information for a summary review. Any additional information that is required after that review is available.

These condensed financial statement should provide sufficient information for the City Council to perform its fiduciary responsibility while simplifying the process. All supplementary, detailed information is available for the Council's use at any time upon request. Additionally, any other funds that the Council chooses to classify as a Major Operating fund can be added to that section to provide greater detail in the future.

(Published in Bartlesville, OK Examiner-Enterprise March 15, 19 & 22, 2025)

#### **INVITATION FOR BIDS**

#### City of Bartlesville Operation Yard Sheds Bid No. 2024-2025-015

Notice is hereby given that the City of Bartlesville will receive sealed bids at the office of the City Clerk until 2:00 p.m. on the <u>14th</u> day of <u>April</u>, <u>2025</u> at such time bids will be opened and publicly read.

The project consists of furnishing all materials, labor, and expenses necessary to construct metal buildings at the operation yard as called for in the plans and specifications on file in the Engineering Department, (918) 338-4251 City Hall, 401 S. Johnstone, Bartlesville, Oklahoma 74003. Plans, specifications, and contract documents may be examined and are available at a nonrefundable charge of **\$50.00** in this office or they can be requested and received via email at no charge (kdtoulou@cityofbartlesville.org).

The major work on the project shall consist of the following:

1	LS	Construct Shed A	
1	LS	Construct Shed B	

Proposals shall be submitted in sealed envelopes and marked, "City Clerk, City Hall, 401 S. Johnstone, Bartlesville, Oklahoma 74003. **PROPOSAL FOR OPERATION YARD SHEDS, BID NO. 2024**-2025-015." Proposals shall be accompanied by a five percent (5%) bid guarantee.

Each Bidder must deposit with his Bid, security in the amount, form, and subject to the conditions provided in the Instruction to Bidders. All Bids must be made on the required Bid form and Bidder shall be a record plan holder with the City.

The Owner reserves the right to waive any informalities or to reject any or all Bids and select the lowest and best bid.

Bids received more than ninety-six (96) hours (excluding Saturdays, Sundays and holidays) before the time set for receiving bids as well as bids received after the time set for receipt of bids will not be considered, and will be returned unopened. No Bidder may withdraw his Bid within 30 days after the actual date of the opening thereof.

DATED this 10<sup>th</sup> day of March, 2025.

City Clerk City Clerk

(Published in Bartlesville, OK Examiner-Enterprise 3/29/2025, 4/2/2025, & 4/5/2025)

#### **INVITATION FOR BIDS**

#### City of Bartlesville Bartlesville 2025 Preventive Maintenance Streets Bid No. 2024-2025-016

Notice is hereby given that the City of Bartlesville will receive sealed bids at the office of the City Clerk until **2:00 p.m.** on the 21st day of April, 2025 at such time bids will be opened and publicly read.

The project consists of furnishing all materials, labor, and expenses necessary to construct the project as called for in the plans and specifications on file in the Engineering Department, 3<sup>rd</sup> Floor, City Hall, 401 S. Johnstone, Bartlesville, Oklahoma 74003, (918) 338-4251. Plans, specifications, and contract documents may be examined in this office and are available at a nonrefundable charge of **\$25.00** or they can be requested and received via email at no charge (kdtoulou@cityofbartlesville.org).

No documents will be mailed until payment is received in full.

An optional pre-bid conference will be held on April 10th, 2025 at 10:00 a.m. in the City Hall, 3<sup>rd</sup> Floor Conference Room, 401 S. Johnstone, Bartlesville, Oklahoma.

The major work on the project shall consist of the following:

2,000	SY	Asphalt Full Depth Patch
40,500	LBS	Crafco Polyflex Type 3 Crack Seal
369,603	SY	<b>Bonded Matrix Overlay</b>
3,480	SY	High Density Mineral Bond
275,000	LF	4" Multipolymer Striping

Proposals shall be submitted in sealed envelopes and marked, "City Clerk, City Hall, 401 S. Johnstone, Bartlesville, Oklahoma 74003, <u>Bartlesville 2025 Preventive Maintenance Streets, Bid No. 2024-2025-016"</u>. Proposals shall be accompanied by a five percent (5%) bid guarantee.

Each Bidder must deposit with his Bid, security in the amount, form, and subject to the conditions provided in the Information for Bidders. All Bids must be made on the required Bid form and Bidder shall be a record plan holder with the City.

The Owner reserves the right to waive any informality or to reject any or all Bids and select the lowest and best bid.

Bids received more than ninety-six (96) hours (excluding Saturdays, Sundays and Holidays) before the time set for receiving bids as well as bids received after the time set for receipt of bids will not be considered, and will be returned unopened. No Bidder may withdraw his Bid within 30 days after the actual date of the opening thereof.

DATED this 26<sup>th</sup> day of March, 2025.

Lin Toulouse

Deputy Clerk

INV-1



### **BID REVIEW RECOMMENDATION**

#### I. SUBJECT, ATTACHMENTS, AND BACKGROUND

#### A. <u>SUBJECT:</u>

Discuss and take action to award Bid No. 2024-2025-015 for the Operation Yard Sheds project.

#### B. <u>ATTACHMENTS:</u>

None

## II. PROJECT DESCRIPTION, STAFF COMMENTS AND ANALYSIS, AND BUDGET AMOUNT.

#### A. <u>PROJECT DESCRIPTION:</u>

One of the capital projects approved this fiscal year through the Water Administration Capital Reserve Fund and the 2023 G.O. Bond Fund is to install two 50' by 100' open sided sheds within the operation yard for equipment storage, as shown by the exhibit below.



#### B. <u>COMMENTS:</u>

In addition to advertising in the local newspaper, Dodge Reports, E-Plan Bidding, and Southwest Construction News, twelve (12) contractors obtained copies of the bid documents and six (6) contractors submitted a bid. The bids were as follows:

Voy Construction (Tulsa, OK)	\$493,201.28
Rick Scott Construction (Ponca City, OK)	\$524,300.00
Koehn Construction (Fredonia, KS)	\$557,656.00
Decker Construction (Coffeyville, KS)	\$585,000.00
Builders Unlimited (Broken Arrow, OK)	\$610,281.00
Higgins Construction (Bartlesville, OK)	\$682,590.00

The bids were evaluated for addendums, bid bonds, line-item prices, and arithmetic. Each bid had all of the necessary components and was mathematically correct.

#### C. BUDGET AMOUNT:

\$406,500 is the total budget for the project combining funds from the Capital Reserve Fund (\$225,000) and the GO Bond Fund (\$181,500). \$18,000 has been spent on the design, leaving a budget balance of \$\$388,500.

#### **III. RECOMMENDED ACTION**

During the bid review process, the two lowest bidders proposed using a subcontractor with a history of performance issues. This contractor has previously filed multiple claims against the City, resulting in two lawsuits - both of which were resolved in the City's favor - and also failed to complete one of associated projects. Based on this history, City staff has determined that this contractor is ineligible to perform work on any City funded project. Unfortunately, this ineligibility was not communicated in the original bid documents. After consulting with the City Attorney, staff believes the most equitable course of action is to reject all submitted bids and rebid the project, clearly stating the contractor's ineligibility in the revised bid documents. Therefore, staff recommends the rejection of all bids due to this oversight.

Council Member

4/23/25 Date



#### **BID REVIEW RECOMMENDATION**

#### I. SUBJECT, ATTACHMENTS, AND BACKGROUND

#### A. <u>SUBJECT:</u>

Discuss and take action to award Bid No. 2024-2025-016 for the Bartlesville 2025 Preventive Maintenance Streets Project.

#### B. ATTACHMENTS:

FY 23-24 PM Streets List and Map

### II. PROJECT DESCRIPTION, STAFF COMMENTS AND ANALYSIS, AND BUDGET AMOUNT.

#### A. <u>PROJECT DESCRIPTION:</u>

This project is a combination of priority preventive maintenance street projects included in the 2020  $\frac{1}{2}$  cent sales tax extension approved by voters. The 5-year  $\frac{1}{2}$  cent sales tax plan budgeted \$1MM/year for preventive maintenance street projects. Staff held off on selecting projects for these funds until the pavement condition model was updated in 2023. At that point, staff worked with the Street & Traffic Committee to come forth with recommended projects to present to the City Council. At the time the projects were selected and presented to Council, the funds for Fiscal Years 21-22, 22-23, and 23-24 were available for a total of \$2,775,000. Cost estimates were provided for each street and presented to the City Council and approved at the May 6, 2024 regular meeting. At the time the intent was to utilize microsurfacing, reclamite, and crack sealing as the preventive maintenance applications based upon recommendations from the pavement condition model for the street segment pavement condition indices. Staff has evaluated what preventive maintenance activities would best fit the streets once we got into design and has determined that the best approach would be to crack seal the streets and then apply a Bonded Matrix Overlay (BMO). This is similar to microsurfacing but is a more robust option capable of holding up to higher traffic volumes and speeds. The streets on the approved list are primarily higher traffic volume streets with speed limits in the 40-45 mph range. While microsurfacing is less expensive than BMO, it does not perform well on streets with higher volumes and speeds. The switch to using BMO increased the estimated cost of the projects. Staff presented this to the Street & Traffic Committee for their input and recommendation and they have supported the use of the \$1MM in FY 24-25 Preventive Maintenance Street funds to supplement funds already identified for these projects. The scope was reduced to eliminate the Downtown Central Business District streets and Hillcrest Drive. Those streets are so new, that staff did not believe it made sense to apply a product that would require restriping them so soon after they were rehabilitated. Additionally, the City tried microsurfacing downtown years ago and it did not perform well with the high number of slow-speed turning movements. Staff wanted to see how this new product would perform before committing to applying to all of downtown, so a test

section on Johnstone between 4<sup>th</sup> and 5<sup>th</sup> has been left in the project scope. These scope modifications also brought the project estimate closer to budget. Staff will look at other options for those streets with the next round of funding for preventive maintenance streets. The scope of the project will include crack sealing, some minor full depth asphalt patching, application of a bonded matrix overlay, and restriping. All items of work were included in the Base Bid with no Bid Alternates.

#### B. <u>COMMENTS:</u>

In addition to advertising in the local newspaper, Dodge Reports, E-Plan Bidding, and Southwest Construction News, two (2) contractors obtained copies of the bid documents and one (1) contractor submitted a bid. The base bids were as follows:

Holbrook Asphalt, LLC (St. George, UT) \$3,767,112.21

The sole bid was evaluated for addendums, bid bonds, line-item prices, and arithmetic and had all of the necessary components and was mathematically correct.

#### C. BUDGET AMOUNT:

\$2,775,000 was originally budgeted for the project. With the addition of \$1,000,000 in FY 24-25 preventive maintenance street funds, the total available budget is \$3,775,000. The sole bid by Holbrook Asphalt, LLC of \$3,767,112.21 is \$7,887.79 under the remaining budget.

#### **III. RECOMMENDED ACTION**

Holbrook Asphalt, LLC is a paving contractor who specializes in asphalt pavement restoration projects. Hobrook has been in business since 1999. They are an approved installer of HA5 High Density Mineral Bond and Bonded Matrix Overlay applications. They have shown that they have the expertise and bonding capacity to satisfactorily complete this project.

Staff recommends awarding the base bid to Holbrook Asphalt, LLC in the amount of \$3,767,112.21.

Council Member

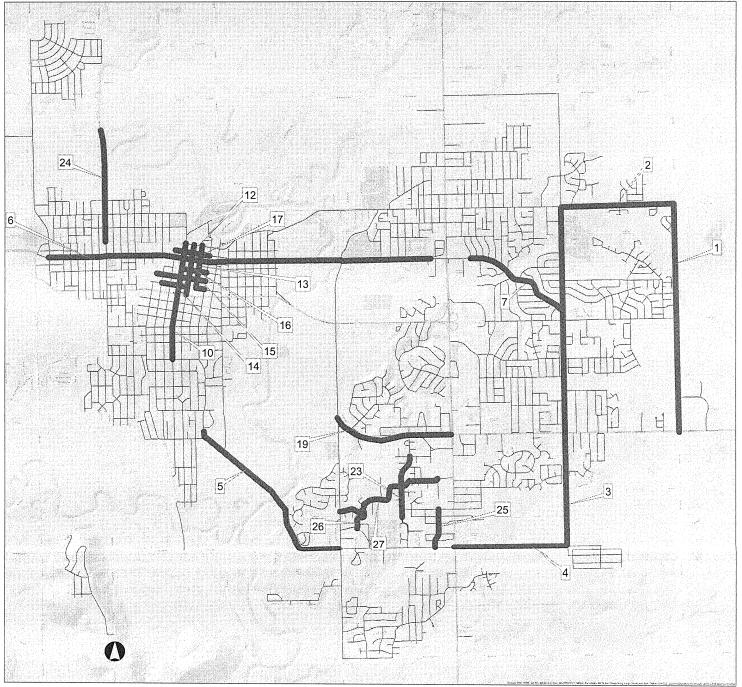
<u>4-25-25</u>

#### FY 23-24 PM STREETS COMMITTEE SELECTED 8/10/2023

Map ID	Project Description		Estimate
1	Bison Road - Tuxedo to Nowata (Microsurface/Reclamite)	\$	200,000.00
2	Tuxedo Blvd - Madison to Bison (Microsurface/Reclamite)	\$	150,000.00
3	Madison Blvd - Tuxedo to Price (Microsurface)	\$	250,000.00
4	Price Road - Washington to Madison (Microsurface)	\$	150,000.00
5	Hillcrest Drive - 20th to Silverlake (Reclamite)	\$	180,000.00
6	Frank Phillips Blvd - Sunset to Hillside (Microsurface/Reclamite)	\$	250,000.00
7	Frank Phillips Blvd - Avondale to Madison (Microsurface)	\$	150,000.00
10	Johnstone - Hensley to 14th (Microsurface/Reclamite)	\$	110,000.00
12	Dewey - Hensley to Adams (Reclamite)	\$	60,000.00
13	Osage - Hensley to 6th (Incl 6th) (Reclamite)	\$	60,000.00
14	6th Street - Jennings to Dewey (Reclamite)	\$	30,000.00
15	5th Street - Jennings to Cherokee (Reclamite)	\$	50,000.00
16	4th Street - Johnstone to Cherokee (Reclamite)	\$	30,000.00
17	2nd Street - Keeler to Cherokee (Reclamite)	\$	40,000.00
19	Nowata Rd - Silverlake to Washington (Microsurface)	\$	150,000.00
23	Jefferson Place - Lincoln to Boardwalk (Microsurface)	\$	150,000.00
24	Virginia - Hensley to Butler Creek (Edge Mill/Thin OL)	\$	300,000.00
28	Concrete Crack Sealing/Minor Panel Replacement (City-wide)	\$	465,000.00
	TOTAL	\$	2,775,000.00
	AVAILABLE BUDGET	\$	2,775,000.00
	DIFFERENCE	\$	-

Highlighted projects have been removed from the scope of this initial preventive maintenance project and will be evaluated for other rehabilitation methods in a future project utilizing FY 25-26 preventive maintenance street funds.

FY 23-24 PM STREETS COMMITTEE APPROVED 8/10/2023





#### I. SUBJECT, ATTACHMENTS, AND BACKGROUND

A public hearing to consider a request by Michael and Sheila Wood to close a portion of a drainage and utility easement located on the east side of Lot 6, Block 2, Southern Hills Additoin, Phase 2, Bartlesville, Washington County, Oklahoma.

Attachments: Ordinance Exhibit A

#### II. STAFF COMMENTS AND ANALYSIS

Applicant: Michael and Sheila Wood

Requested Action: A public hearing to consider a request to close a portion of a Drainage & Utility Easement that ranges from 58.6 feet wide to 60.86 feet wide on the east side of Lot 6, Block 2, Southern Hills Addition, Phase 2, Bartlesville, Washington County, Oklahoma said portion of easement being more particularly described as follows:

AREA OF DRAINAGE AND UTILITY EASEMENT TO BE RELEASED (PREPARED BY JAMES C. FIELDER, OK PLS #1674, DATED 3/4/2025 – BASIS OF BEARINGS IS OKLAHOMA STATE PLANE GRID, NAD 83, NORTH ZONE): A PART OF THE PLATTED DRAINAGE AND UTILITY EASEMENT OF LOT SIX (6) IN BLOCK TWO (2) OF SOUTHERN HILLS ADDITION, PHASE TWO, TO THE CITY OF BARTLESVILLE, WASHINGTON COUNTY, OKLAHOMA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 6; THENCE N 88'46'03" E ALONG THE NORTH LINE OF SAID LOT 6 A DISTANCE OF 107.07 FEET TO THE NORTHWEST CORNER OF SAID PLATTED DRAINAGE AND UTILITY EASEMENT AND THE TRUE POINT OF BEGINNING; THENCE CONTINUING N 88'46'03" E ALONG SAID NORTH LINE A DISTANCE OF 5.00 FEET; THENCE LEAVING SAID NORTH LINE, S 02'37'39" E PARALLEL WITH THE WEST LINE OF SAID PLATTED DRAINAGE AND UTILITY EASEMENT A DISTANCE OF 85.03 FEET TO THE SOUTH LINE OF SAID LOT 6; THENCE S 88'46'03" W ALONG SAID SOUTH LINE A DISTANCE OF 5.00 FEET TO THE SOUTH WEST CORNER OF SAID PLATTED DRAINAGE AND UTILITY EASEMENT; THENCE N 02'37'39" W ALONG THE WEST LINE OF SAID PLATTED DRAINAGE AND UTILITY EASEMENT; THENCE N 02'37'39" W ALONG THE WEST LINE OF SAID PLATTED DRAINAGE AND UTILITY EASEMENT; THENCE N 02'37'39" W ALONG THE WEST LINE OF SAID PLATTED DRAINAGE AND UTILITY EASEMENT; THENCE N 02'37'39" W ALONG THE WEST LINE OF SAID PLATTED DRAINAGE AND UTILITY EASEMENT; THENCE N 02'37'39" W ALONG THE WEST LINE OF SAID PLATTED DRAINAGE AND UTILITY A DISTANCE OF 85.03 FEET TO THE POINT OF BEGINNING.

#### SPECIAL INFORMATION:

The applicant is requesting the closure because they are trying to sell the house and the mortgage loan survey showed that the swimming pool encroached upon the west edge of the drainage & utility easement. The lenders and buyer require that the encroachment be addressed before moving forward with the closing.

1. <u>City Staff:</u> Staff has received no objections from Police, Fire, Planning, Public Works, Water Utilities or Engineering departments. There is a large concrete drainage channel in the easement that will not be affected by closing the westerly 5 feet of easement. There is also a sanitary sewer located within the easement, but it is east of the drainage channel and will not be impacted. Sufficient easement will remain to maintain these facilities.

2. <u>Utility Companies:</u> Staff has received no objections from ONG, PSO, AT&T or Sparklight as they do not have facilities located within this easement and do not need access through this portion of the easement, therefore they have no objections to the request.

#### **III. RECOMMENDED ACTION**

Staff recommends holding the public hearing and authorizing the mayor to execute the attached ordinance vacating the westerly 5 feet of the drainage & utility easement on the east side of the property. A public hearing notice has been placed in the *Examiner Enterprise*.

#### ORDINANCE NO.

An Ordinance to close a portion of the drainage & utility easement, located on the east side of Lot 6, Block 2, Southern Hills Addition, Phase Two Bartlesville, Washington County, Oklahoma.

WHEREAS, heretofore the City Council of the City of Bartlesville received a request for the closing of a portion of a drainage & utility easement hereinafter described; and

WHEREAS, the Council duly set said matter for public hearing and gave proper notice thereof and said matter was duly heard before the Council in an open meeting on May 5, 2025, where all viewpoints were considered; and

WHEREAS, the Council, after consideration, determined it necessary, expedient and desirable that the portion of the drainage & utility easement hereinafter to be closed.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF BARTLESVILLE, OKLAHOMA:

The following described drainage & utility easement, described to wit:

AREA OF DRAINAGE AND UTILITY EASEMENT TO BE RELEASED (PREPARED BY JAMES C. FIELDER, OK PLS #1674, DATED 3/4/2025 – BASIS OF BEARINGS IS OKLAHOMA STATE PLANE GRID, NAD 83, NORTH ZONE): A PART OF THE PLATTED DRAINAGE AND UTILITY EASEMENT OF LOT SIX (6) IN BLOCK TWO (2) OF SOUTHERN HILLS ADDITION, PHASE TWO, TO THE CITY OF BARTLESVILLE, WASHINGTON COUNTY, OKLAHOMA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 6; THENCE N 88'46'03" E ALONG THE NORTH LINE OF SAID LOT 6 A DISTANCE OF 107.07 FEET TO THE NORTHWEST CORNER OF SAID PLATTED DRAINAGE AND UTILITY EASEMENT AND THE TRUE POINT OF BEGINNING; THENCE CONTINUING N 88'46'03" E ALONG SAID NORTH LINE A DISTANCE OF 5.00 FEET; THENCE LEAVING SAID NORTH LINE, S 02'37'39" E PARALLEL WITH THE WEST LINE OF SAID PLATTED DRAINAGE AND UTILITY EASEMENT A DISTANCE OF 85.03 FEET TO THE SOUTH LINE OF SAID LOT 6; THENCE S 88'46'03" W ALONG SAID SOUTH LINE A DISTANCE OF 5.00 FEET TO THE SOUTH WEST CORNER OF SAID PLATTED DRAINAGE AND UTILITY EASEMENT; THENCE N 02'37'39" W ALONG THE WEST LINE OF SAID PLATTED DRAINAGE AND UTILITY EASEMENT; THENCE N 02'37'39" W ALONG THE WEST LINE OF SAID PLATTED DRAINAGE AND UTILITY EASEMENT; THENCE OF 85.03 FEET TO THE POINT OF BEGINNING.

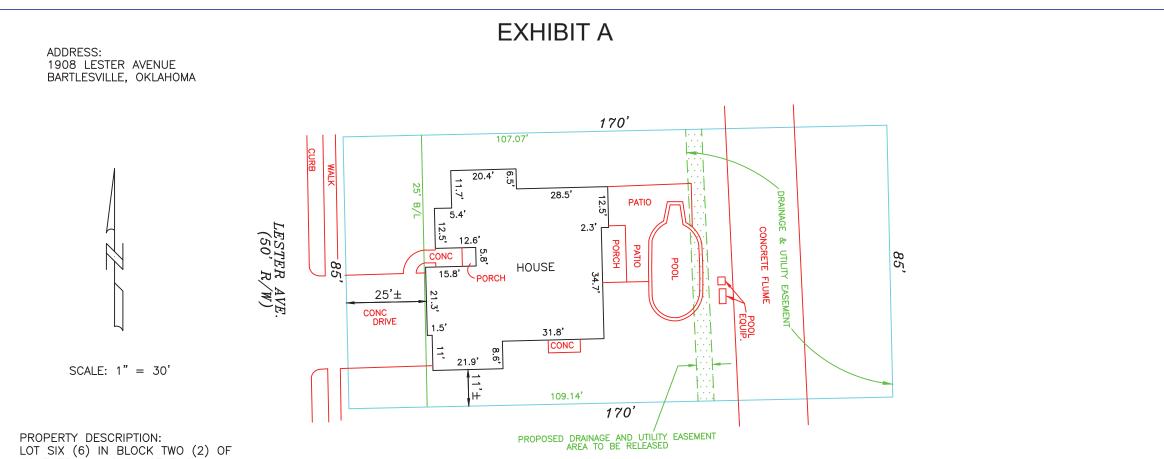
Also, as shown as Exhibit A attached hereto and made a part of this ordinance be and the same is hereby closed.

PASSED by the City Council and APPROVED by the Mayor of the City of Bartlesville, Oklahoma this 5<sup>th</sup> day of May, 2025.

James S. Curd. Jr., Mayor

ATTEST:

City Clerk (SEAL)



AREA OF DRAINAGE AND UTILITY EASEMENT TO BE RELEASED (PREPARED BY JAMES C. FIELDER, OK PLS #1674, DATED 3/4/2025 – BASIS OF BEARINGS IS OKLAHOMA STATE PLANE GRID, NAD 83, NORTH ZONE): A PART OF THE PLATTED DRAINAGE AND UTILITY EASEMENT OF LOT SIX (6) IN BLOCK TWO (2) OF SOUTHERN HILLS ADDITION, PHASE TWO, TO THE CITY OF BARTLESVILLE, WASHINGTON COUNTY, OKLAHOMA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 6; THENCE N 88\*46'03" E ALONG THE NORTH LINE OF SAID LOT 6 A DISTANCE OF 107.07 FEET TO THE NORTHWEST CORNER OF SAID PLATTED DRAINAGE AND UTILITY EASEMENT AND THE TRUE POINT OF BEGINNING; THENCE CONTINUING N 88\*46'03" E ALONG SAID NORTH LINE A DISTANCE OF 5.00 FEET; THENCE LEAVING SAID NORTH LINE, S 02\*37'39" E PARALLEL WITH THE WEST LINE OF SAID PLATTED DRAINAGE AND UTILITY EASEMENT A DISTANCE OF 85.03 FEET TO THE SOUTH LINE OF SAID LOT 6; THENCE S 88\*46'03" W ALONG SAID SOUTH LINE A DISTANCE OF 5.00 FEET TO THE SOUTHWEST CORNER OF SAID PLATTED DRAINAGE AND UTILITY EASEMENT; THENCE N 02\*37'39" W ALONG THE WEST LINE OF SAID PLATTED DRAINAGE AND UTILITY EASEMENT; THENCE N 02\*37'39" W ALONG THE WEST LINE OF SAID PLATTED DRAINAGE AND UTILITY EASEMENT; THENCE N 02\*37'39" W ALONG THE WEST LINE OF SAID PLATTED DRAINAGE AND UTILITY EASEMENT; THENCE N 02\*37'39" W ALONG THE WEST LINE OF SAID PLATTED DRAINAGE AND UTILITY A DISTANCE OF 5.03 FEET TO THE SOUTHWEST CORNER OF SAID PLATTED DRAINAGE AND UTILITY EASEMENT; THENCE N 02\*37'39" W ALONG THE WEST LINE OF SAID PLATTED DRAINAGE AND UTILITY A DISTANCE OF 85.03 FEET TO THE POINT OF BEGINNING.

C.A. NO. 8833 - EXPIRES 6/30/26

PROPERTY DESCRIPTION: LOT SIX (6) IN BLOCK TWO (2) OF SOUTHERN HILLS PHASE TWO TO THE CITY OF BARTLESVILLE, WASHINGTON COUNTY, OKLAHOMA.





#### I. SUBJECT, ATTACHMENTS, AND BACKGROUND

A public hearing on and possible action to adopt an Ordinance annexing a 27.015 acre, more or less, tract of land legally described as in the SW/4 SW/4 of Section 3, Township 26 North, Range 12 East of the Indian Base and Meridian, Osage County, Oklahoma, together with adjoining right-of-way for U.S. Highway 60, to be zoned M-2 General Industrial / PUD, and to amend the Comprehensive Plan to include said territory in the Miscellaneous Context Area and the Industry and Trade Character Area, located east of the Bartlesville Municipal Airport (the former Siemens property).

Attachments:

**Exhibit A:** Staff Report to Planning Commission, with Attachments **Exhibit B:** Ordinance, with Exhibits

#### II. STAFF COMMENTS AND ANALYSIS

The applicant and sole owner of the subject property is Dinner Out, LLC, an affiliate of Lincoln Electric Products Co. The property adjoins property to the west and north that is already included in the Bartlesville city limits, as shown in the Staff Report, Exhibit A, Attachment 1.

Oklahoma State Law permits the governing body to annex by ordinance any territory adjacent or contiguous to the city with the written consent of the owners of a majority of the acres to be annexed. A public hearing to consider this annexation has been scheduled for City Council consideration at its May 5, 2025 meeting. Notice of this annexation request has been provided as required by Oklahoma state law. Attached for Council consideration at Exhibit B is an ordinance which, if adopted, would:

- extend the corporate City limits to include these 27.015 acres, together with adjoining right-of-way for U.S. Highway 60,
- zone the property as M-2 General Industrial / PUD,
- amend the Comprehensive Plan to include the territory in the Miscellaneous Context Area and the Industry and Trade Character Area, and
- designate this area as part of Ward 4.

Attached is the Staff Report submitted to the Bartlesville City Planning Commission for its consideration of these requests, that was heard on April 22, 2025. There was one change to the Staff report to Planning Commission, made by way of Staff presentation at the meeting:

• Applicant shall maintain the existing off-street parking lot landscaping, as described in revised Sheet 7 of the PUD Site Development Plan.

This City Council memo, together with the attached Staff report to Planning Commission and attachments, comprises the Planning Commission report to City Council.

#### **III. RECOMMENDED ACTION**

The Planning Commission conducted a public hearing and unanimously recommended to City Council, by a vote of 7-0, the approval of the petition for voluntary annexation, the amendment of the Comprehensive Plan to include the territory in the Miscellaneous Context Area and the Industry and Trade Character Area, and the zoning of the property as M-2 General Industrial / PUD, as presented by Staff.

The City Council is requested to hold a public hearing on and take possible action to adopt an Ordinance annexing a 27.015 acre, more or less, tract of land legally described as in the SW/4 SW/4 of Section 3, Township 26 North, Range 12 East of the Indian Base and Meridian, Osage County, Oklahoma, together with adjoining right-of-way for U.S. Highway 60, to be zoned M-2 General Industrial / PUD, and to amend the Comprehensive Plan to include said territory in the Miscellaneous Context Area and the Industry and Trade Character Area.

### **EXHIBIT A:**

Staff Report to Planning Commission, with Attachments



#### **COMMUNITY DEVELOPMENT DEPARTMENT STAFF REPORT**

TO: Bartlesville City Planning Commission

FROM: Greg Collins, Special Projects Manager

DATE: April 15, 2025

#### CASE NO. ANNX-0325-0003

Subject: A public hearing to consider and take action on an application from Dinner Out, LLC, requesting approval of Petition for Annexation of property, to be zoned M-2 (General Industrial) / PUD, located at 408 U.S. Highway 60 (Bartlesville Rd), legally described as a tract of land in the SW/4 SW/4 of Section 3, Township 26 North, Range 12 East of the Indian Base and Meridian, Osage County, Oklahoma.

#### **GENERAL INFORMATION:**

Applicant:	Dinner Out, LLC
Requested Action:	Annexation of property and zoning to M-2 (General Industrial)/PUD
Location:	406-408 U.S. Highway 60 (Bartlesville Rd) / east of Bartlesville Municipal Airport, north side of U.S. Highway 60 (the former Siemens property)
Area:	27.015 acres +/-
Floodplain:	N/A
Present Land Use:	Unoccupied 3-story building and 1-story building
Proposed Land Use:	Office, Selected Commercial, and General Industrial uses
Current Zoning:	Osage County: Commercial—no zoning regulations apply)

Comprehensive Plan Future Development Map Character Area: None; Adjacent to Industry & Trade

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	Zoning	Land Use	Character Area
North	RA (Residential Agriculture)	Vacant	Industry & Trade
South	None (outside city limits)	Bartlesville Research and Technology Center (Phillips 66 Research Center)	None (outside city limits)
East	None (outside city limits)	Vacant	None (outside city limits)
West	RA (Residential Agriculture)	Airport*	Industry & Trade

\*Note: The Bartlesville Municipal Airport property and property south of the airport are zoned RA (Residential Agriculture) per Ordinance 2439 (8/15/1983) and Zoning former Section 8.6 (now Section 1.6, "Extension of Zoning Jurisdiction").

#### ANALYSIS:

ANNX-0325-0003 is a request for approval of a Petition for Annexation of property, requested to be zoned M-2 (General Industrial) / PUD (Planned Unit Development), with a Site Development Plan for 27.015 acres +/-. The property is located on the north side of U.S. Highway 60, just east of the Bartlesville Municipal Airport. The site is one unplatted lot. The applicant intends to apply for a building permit to do interior remodeling to redevelop the property as office space in the three-story building in the south, with some selected commercial uses allowed, and general industrial and manufacturing in the 1-story building, for Lincoln Electric Products Co., which is related to the applicant, Dinner Out LLC. Lincoln Electric Products manufactures electrical distribution equipment, including panelboards, service and distribution switchboards, and substations. The property is currently zoned Commercial in Osage County, but the County does not have zoning regulations that apply to the zoning designation. The applicant is requesting annexation so that it may utilize city fire inspection services during the building permit and certificate of occupancy process.

<u>History</u>. The site was previously owned by Siemens Corporation for manufacturing gas chromatographs and process automation solutions, and for office space, from the 1990s to around 2019. The site briefly thereafter was a facility for Versa Integrity Group, a provider of inspection and testing services in the petrochemical, pipeline and power sector. The Bartlesville Development Authority (BDA) sold the property to the applicant, Dinner Out LLC, an entity related to Lincoln Electric Products Co., in April, 2024.

<u>Utilities/Public Improvements</u>. City utilities and public improvements already serve the property. A 12-inch water line runs along the south and west property lines, and 6-inch water lines run along the north and east property lines and into the interior of the property. A 6-inch sanitary sewer force main runs along the south of the property. Regarding transportation access, the property is already served by U.S. Highway 60 (Bartlesville Road) along the south property line, and Wiley Post Road along the west property line.

#### Zoning and Land Use Compatibility:

The property is currently outside the city limits and has no city zoning. It is zoned Commercial in Osage County, but there are no zoning regulations that apply. The applicant requests that the property be zoned M-2 (General Industrial) / PUD (Planned Unit Development), with Office use and selected Commercial uses in the 3-story building, and General Industrial uses in the 1-story building.

The area is not included in the Comprehensive Plan's Future Development Map. It is adjacent to the Industry & Trade Character Area to the west and north. The Comp Plan's Zoning District and Character Area Compatibility Matrix indicate that Office (O) and General Industrial (M-2) uses are considered primary in Industry & Trade, and Commercial uses are considered secondary uses that may be appropriate in the Industry & Trade Character Area. Staff recommends amendment of the Comprehensive Plan, Future Development Map to include this territory in the Industry & Trade Character Area.

<u>3-story building and land uses</u>. The applicant requests a Planned Unit Development (PUD) supplemental zoning designation that limits allowed uses in the 3-story building to all Office uses allowed by right, marked "X" in the "O" column in Zoning Table 6.2:

- Altering, pressing, repairing of wearing apparel
- Automatic Teller Machine

- Clinic, dental, medical or osteopathic
- Construction building and/or yard, temporary, accessory
- Day Care Center, Commercial (Child or Adult)
- Heliport
- Laboratory, medical or dental
- Live/Work Unit
- Office: architectural, engineering, legal, or other professional; real estate, insurance
- Office for building contractor, not including yard or shop
- Office: medical, dental, osteopathic
- Off-street loading
- Off-street parking
- Park, playground, play field, public
- Photographic studio
- Residential use above first floor only
- Sign, accessory
- Sign, business, non-illuminated
- Sign, for sale, lease or rent

In addition, the specific listed Commercial and other uses attached to the Site Development Plan would be allowed. All other uses would be prohibited in the 3-story building and land.

<u>1-story stucco and metal building and land uses</u>. The applicant requests that the PUD allow all uses allowed by right and marked "X" in the "M-2" column in Zoning Table 6.2 and described in Zoning Section 6.1.2, **EXCEPT**:

- Automobile laundry (Car Wash)
- Contractor's yard (unenclosed)
- Sexually Oriented Business
- Sign, advertising, commercial including billboards
- Storage, enclosed mini-storage, travel trailer, boat and trailer storage
- Storage or Warehousing (unenclosed)

All allowed uses are restricted to indoors only.

<u>Accessory Building Uses</u>. The PUD allows accessory storage in the accessory buildings for the permitted uses in the 1-story and 3-story buildings.

Residential protection screening would be provided by existing trees along the north property line and northeast corner of the property, where the subject site abuts or is in the line of sight of Residential Agriculture (RA) zoned property. The residential protection screening requirement along the west property line (adjacent to the RA-zoned airport property) would be waived under the PUD.

#### Site Design / Site Development Plan:

The applicant's signed, stamped survey dated June 23, 2023, and additional attached sheets listing allowed and excluded uses, and landscaping and residential protection screening plans, together comprise the PUD Site Development Plan. The applicant's PUD Design Statement and Site Development Plan include the following details of the proposed development.

#### Bulk and Area Regulations

The proposed development, which is the proposed interior remodel of the 3-story building and the 1story stucco and metal building, complies with the bulk and area regulations for M-2 zoning found in Zoning Table 6.3, EXCEPT for the building height of the 3-story building. The applicant requests a modification from this building height maximum:

Zoning Table 6.3: M-2 Zoning: Maximum Building Height	Existing 3-story building height	
2.5 stories; 35 feet	3 stories; 43 feet to main roof; plus 13 feet to the top of rooftop equipment penthouse	
	Total height: 56 feet	

Applicant requests a modification from the zoning regulations to permit this existing 3-story building height.

<u>Side Yard Setback is Compliant</u>. Footnote 1 to Zoning Table 6.3 states that where a building or structure exceeds the maximum height regulations, there shall be two (2) additional feet of additional side yard required for each one (1) additional foot of height. In this case, the 3-story building requires at least a 92 foot setback from the west property line, abutting residential-zoned property (the airport property is zoned Residential Agriculture (RA)):

3-story building total height (including equipment):	56 feet
Maximum height allowed under base M-2 zoning:	<u>35 feet</u>
Height Exceedance:	21 feet
Side yard (west) additional requirement:	42 feet (21 feet x 2 = 42 feet additional)
M-2 minimum side yard across from Residential:	50 feet
<b>Total Minimum Required Side Yard (west) Setback:</b>	92 feet

#### Existing 3-story building Side Yard (west) setback: 180 feet (approx.) (compliant)

The 3-story building does comply with the minimum west side yard setback.

#### Residential Protection Screening

The property has an existing band of trees along the north property line and in the northeast corner of the property. The applicant requests that this landscaping be deemed to comply with the residential protection screening requirements under the PUD. They also request that the residential protection screening along the west property line (across from the airport) be waived.

#### Landscaping

The Landscaping plans attached to the Site Development Plan show the existing street landscaping on the property along U.S. Highway 60 and Wiley Post Road. The applicant requests that this existing landscaping be deemed compliant under the PUD.

#### Parking, Access, and Circulation, and Parking Lot Landscaping:

The existing parking, access, and circulation are shown in the Site Development Plan. Compliance with current City and ADA requirements will be reviewed at the building permit review phase of

development. Applicant requests exemption from parking lot landscaping requirements for the existing parking lots.

#### <u>Signage:</u>

Compliance with current City signage requirements will be reviewed at the building permit and/or sign permit review phase of development.

#### Summary of PUD Modifications Requested:

- Allowance of the height of the existing 3-story building (estimated at approximately 56 feet, total, including rooftop equipment).
- 3-story building and land allowed uses are limited to the following: All Office uses are allowed by right, marked "X" in the "O" column in Zoning Table 6.2, plus the uses listed in the page attached to the Site Development Plan.
- 1-story stucco and metal building allowed uses: All uses allowed by right and marked "X" in the "M-2" column in Zoning Table 6.2, **EXCEPT**:
  - Automobile laundry (Car Wash)
  - Contractor's yard (unenclosed)
  - Sexually Oriented Business
  - Sign, advertising, commercial, including billboards
  - Storage, enclosed mini-storage, travel trailer, boat and trailer storage
  - Storage or Warehousing (unenclosed).

#### All allowed uses are restricted to indoors only.

- Accessory building allowed uses: accessory storage for the permitted uses in the 3-story and 1-story buildings.
- Residential protection screening along the north property line and northeast corner of property is deemed satisfied by the landowner's maintenance of a minimum 20-foot wide buffer of existing large trees.
- Residential protection screening along the west property line is waived.
- Street Landscape Plan: Allowance of existing street landscaping as described in the PUD Site Development Plan.
- Exemption from off-street parking lot landscaping requirements for existing parking lots shown in the PUD Site Development Plan.

#### Standard for Approval of PUD Zoning: Section 7.6.5.5

In its review of the PUD zoning request and Site Development Plan, Planning Commission shall determine the following factors listed below. Staff has reviewed the application and materials and finds that these factors are satisfied, and recommends approval of the PUD zoning request with the annexation:

A. Whether the proposal is consistent with, and promotes the intent and purpose of the Comprehensive Plan.

- B. Whether the proposal is compatible with and harmonizes with existing and expected development of surrounding areas, the natural environment, and the planned capacities of public services and facilities affected by the proposed land use.
- C. Whether the proposal is a unified treatment of the development possibilities of the project site.
- D. Whether the proposal would benefit orderly and proper development of the metropolitan area.
- E. Whether the sidewalks and streets provide a traffic flow compatible with the development and surrounding street pattern.
- F. Whether the proposal is consistent with the public health, safety, and welfare of the community

Staff finds that the proposed zoning and annexation satisfies these factors and is consistent with the intent and purpose of the Comprehensive Plan, particularly the Industry and Trade Character Area, described in page 67 of the Comprehensive Plan.

#### ANNEXATION:

Oklahoma State Law permits the governing body to annex by ordinance any territory adjacent or contiguous to the city with the written consent of the owners of a majority of the acres to be annexed. City Council on April 7, 2025 directed staff to publish notice of the petition received by Dinner Out LLC, the sole owner of the property, requesting annexation. A public hearing to consider this annexation request has been scheduled for City Council consideration at its May 5, 2025 meeting. Notice of this annexation request has been provided as required by Oklahoma State Law.

Planning Commission is charged with the duty to review and hold public hearings on annexation petitions presented to the City Council and make specific recommendations to City Council concerning approval or disapproval of such, per Zoning Regulation 11.3.9.

If the annexation is approved by City Council, it would extend the corporate City limits to include this 27.015 +/- acre tract, plus the right-of-way of U.S. Highway 60 as required by state law, and an ordinance would designate this area as part of Ward 4, and would designate the zoning. The applicant is requesting approval of this annexation, contingent upon approval of the zoning request to M-2 General Industrial /PUD as submitted by the applicant.

<u>Plan for Municipal Services</u>. Staff finds that the territory is already served by City water and sanitary sewer and has transportation access via U.S. Highway 60 and Wiley Post Road. Solid waste collection has been provided by Public Works. The Police Department and Fire Department have confirmed that they already serve this territory, and have the capacity to continue to serve it. The Police Department currently responds to calls per the request of the Osage County Sheriff. The Fire Department currently responds to calls as this territory is within a rural fire district they serve.

<u>Comprehensive Plan Annexation Parameters</u>. The Comprehensive Plan at page 89 states that annexation of land may be warranted on a case-by-case basis. Municipal officials should consider a cost-benefit analysis, but may waive this requirement where such annexation is "proposed to incorporate land already serviced by City utilities," which is the case here. The annexation conforms to the future development policies promoted in the Comp Plan, particularly the Industry & Trade Character Area. The airport to the west and the BDA property to the north are in the Industry & Trade Character Area. Long-range plans for an industrial park north of this area make this annexation compatible with the existing and proximate future land uses.

#### PUBLIC NOTICE:

Regarding the public hearing at Planning Commission for purposes of the request for zoning, and annexation, state and city public notice requirements have been satisfied. Property owners within 300 feet were notified by mail and a sign was posted on-site. A public hearing notice was published in the *Bartlesville Examiner-Enterprise*. The applicant hosted citizen participation meetings, inviting the same property owners. Property owners Phillips 66, Bartlesville Development Authority, and Oklahoma Department of Transportation, participated and had no objections to the annexation or the project. No other property owners attended or contacted the applicant or staff. Staff has not received any inquiry or objection to the request.

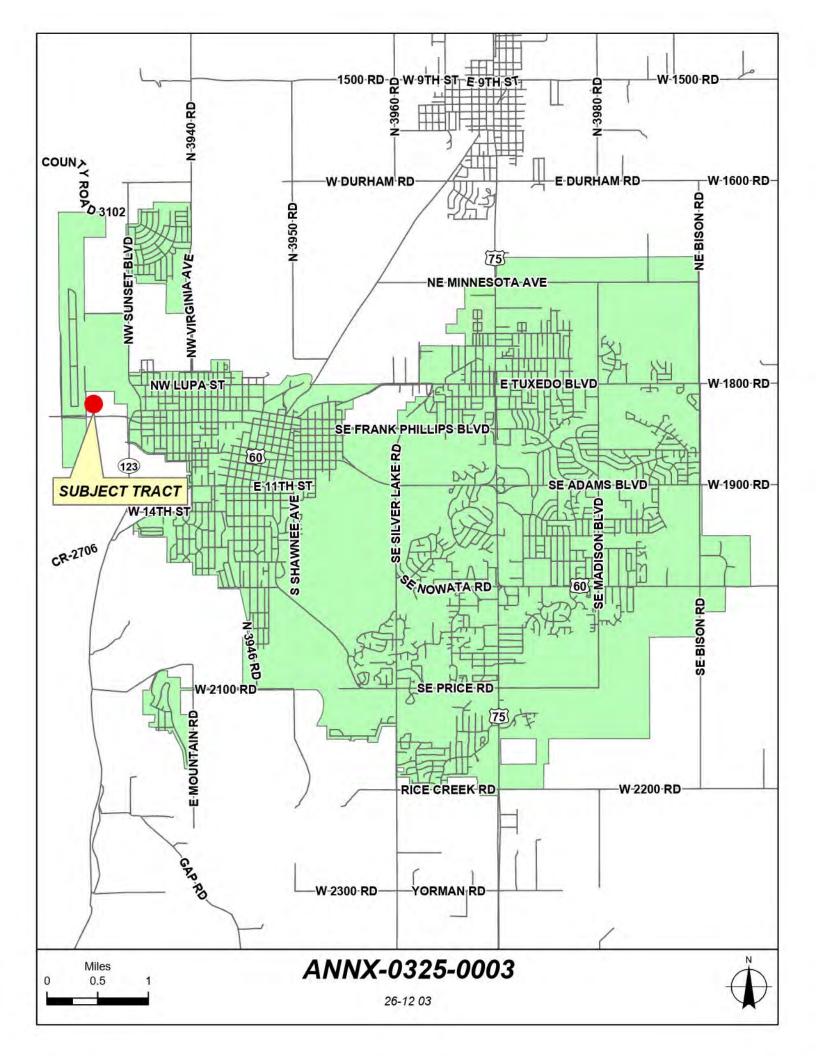
#### STAFF RECOMMENDATION:

Staff recommends approval of Case No. ANNX-0325-0003, annexing the territory, and U.S. Highway 60 right-of-way, into the city limits, with a zoning of M-2 General Industrial / PUD, and recommends an amendment of the Comprehensive Plan, Future Development Map, to include said territory in the Industry & Trade Character Area.

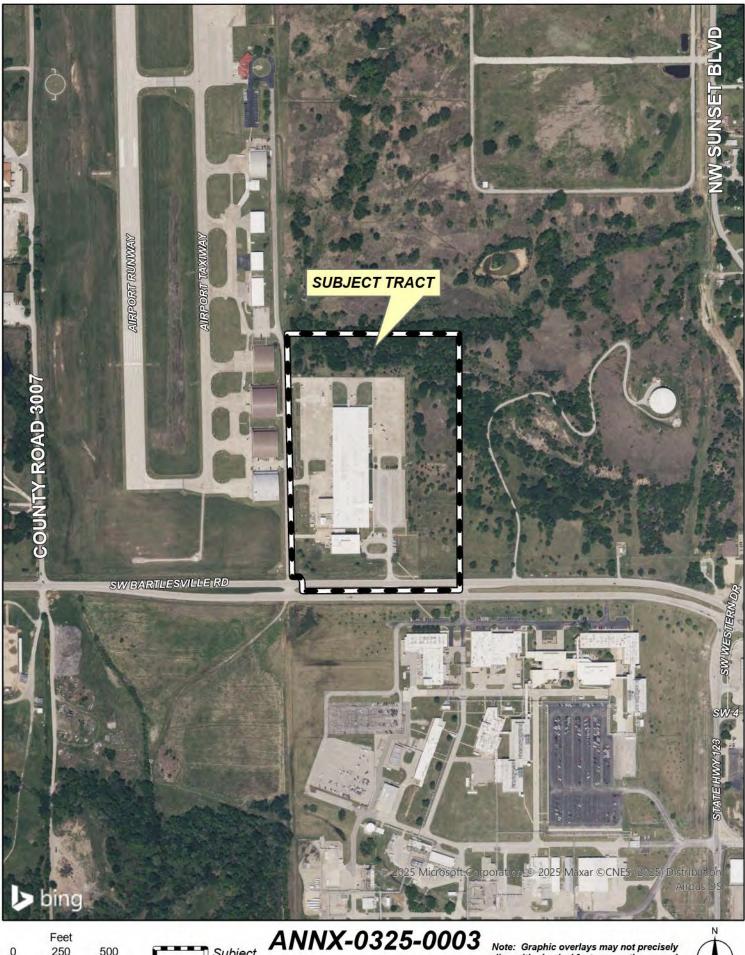
#### ATTACHMENTS:

- 1. Location Maps
- 2. Aerial Image
- 3. Zoning Map
- 4. Utility Map
- 5. Future Development Map
- 6. Comprehensive Plan, Industry and Trade Character Area, page 67
- 7. PUD Design Statement
- 8. Survey / Site Development Plan (Sheets 1-7) (including Landscape and Residential Protection Screening)
- 9. Zoning Use Table 6.2
- 10. Zoning Bulk and Area Table 6.3
- 11. Zoning Section 6.1.2
- 12. Citizen Participation Summaries
- 13. Application for Voluntary Annexation
- 14. Petition for Annexation & Notice of Filing Petition
- 15. Site Photos

# 1. Location Maps







250 500

Subject Tract 5

Note: Graphic overlays may not precisely align with physical features on the ground.

Aerial Photo Date: 2025



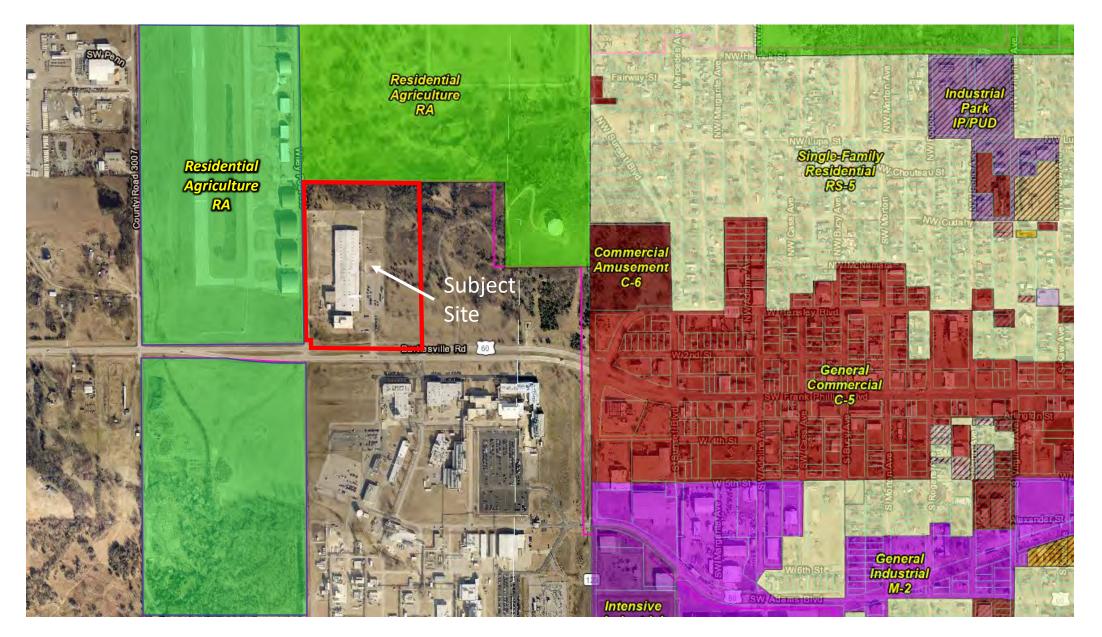
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### 2. Aerial Image



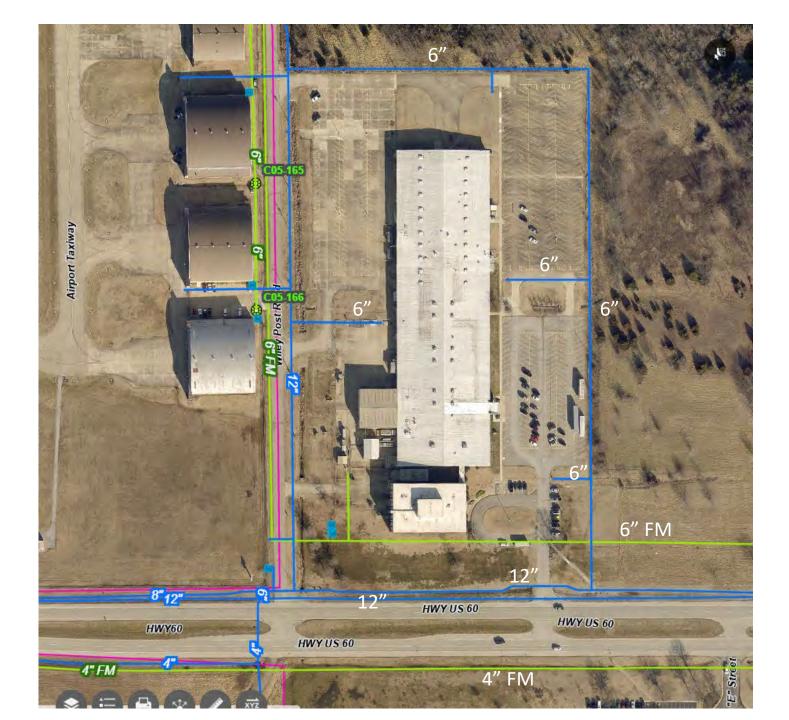
From City of Bartlesville GIS: <u>https://www.cityofbartlesville.org/departments/engineering/gis-mapping/</u>

### 3. Zoning Map



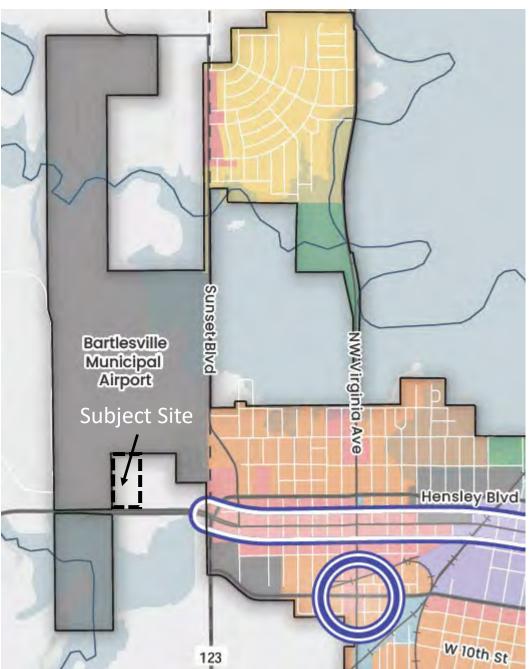
### 4. Utility Map

FM Sanitary Sewer FM Sanitary Sewer Force Main Water



## Future Development Map (Comprehensive Plan)





### 6. Comprehensive Plan Excerpt, page 67

## Industry and Trade Miscellaneous Context

The Industry and Trade character area accommodates warehousing, wholesale trade, transportation, research and development, manufacturing, and industrial uses. The scale of development requires careful placement to provide access to high capacity transportation corridors and minimize disruptions to residential areas.

### **REPRESENTATIVE LAND USES**

- Manufacturing, processing, and assembling
- Trade, warehousing, and transportation







### **DEVELOPMENT FEATURES**

#### LAND USES

 Transition non-residential land uses and development scale from residential areas based on potential building size, trip generation, and anticipated hours of operation.

Map Legend (pgs. 51 and 52)

- Locate industrial/warehousing land uses in the outskirts of the city and in other areas not directly adjacent to neighborhoods, and that can be accessed directly from major arterial thoroughfares.
- Locate industrial and warehousing land uses away from sensitive environmental areas.
- Avoid developing within 100-year floodplain or floodway.

#### SITE FEATURES

- Provide primary vehicular access points from major thoroughfares. Provide pedestrian and other multimodal access to facilities.
- Preserve major thoroughfare corridors through development sites and arrange buildings, parking areas, and driveway aisle to provide for future street extensions.
- Incorporate significant native and drought-tolerant landscape areas along site frontages, within parking areas, and adjacent to public gathering areas.
- Utilize green infrastructure and site design practices.
- Mitigate stormwater and other environmental impacts through green infrastructure design including xeriscaping, bioretention features, and increasing tree canopy.
- Incorporate landscape areas of water-wise plantings along site frontages, within parking areas, and adjacent to public gathering areas.

#### **BUILDING FEATURES**

• Apply a uniform architectural style to buildings, and uniform design to signage, landscaping, and other site features.

Mix of local and non-local representative images.

### 7. PUD Design Statement

#### Dinner Out, LLC—City of Bartlesville Voluntary Annexation Application Supplement Design Statement for Requested Zoning: M-2 (General Industrial) / PUD

Site Address: 406-408 U.S. Highway 60, Bartlesville, OK 74003

**Legal Description:** A tract of land in the SW/4 SW/4 of Section 3, Township 26 North, Range 12 East of the Indian Base and Meridian, Osage County, Oklahoma,

**Company Background:** Dinner Out LLC is affiliated with Lincoln Electric Products Co., headquartered in Union, New Jersey. Lincoln Electric Products manufactures a full range of electrical distribution equipment including but not limited to: Panelboards up to 2000A, Service and Distribution Switchboards up to 10,000A, Generator Connection Boxes, Generator Output Switchboards, and Single and Double Ended Substations. We have application specific product lines for EV, Data Center, Telecom, Solar and RNG (Renewable Natural Gas) and other critical power sectors. We also have the ability to custom design a product to meet customers' specific applications and requirements. We are OEM's for Square D, ABB, & Eaton and have UL listings for UL67, UL891, UL508A.

**Expected Uses of the Property:** 1-story building: manufacture of electrical distribution equipment; 3-story building: office, leasing of tenant space.

**Project:** Interior remodeling of the 1-story building and 3-story building. 3<sup>rd</sup> floor finish out for an insurance company; 1<sup>st</sup> and 2<sup>nd</sup> floors will be cleaned and ready for tenant finish out.

**Building Height:** 1-story building: 26 feet from ground to ridge; 18 feet to eave. 3-story building: 43 feet from ground to main roof, plus 13 feet to top of equipment penthouse in center of roof.

Existing total floor area: 233,250 sf

Lot area: 1,176,773 sf (27.015 acres) +/-

Lot coverage percentage: 144,872 sf / 1,176,773 sf = 0.12

Floor Area to Lot Area Ratio (FAR): 233,250 sf / 1,176,773 sf = 0.20

**Site Development Plan:** See Survey Sheets 1 and 2, with attached list of zoning uses, and landscape plans.

## 8. Survey / Site Development Plan (SDP)

Sheet 1: Survey-South

Sheet 2: Survey-North

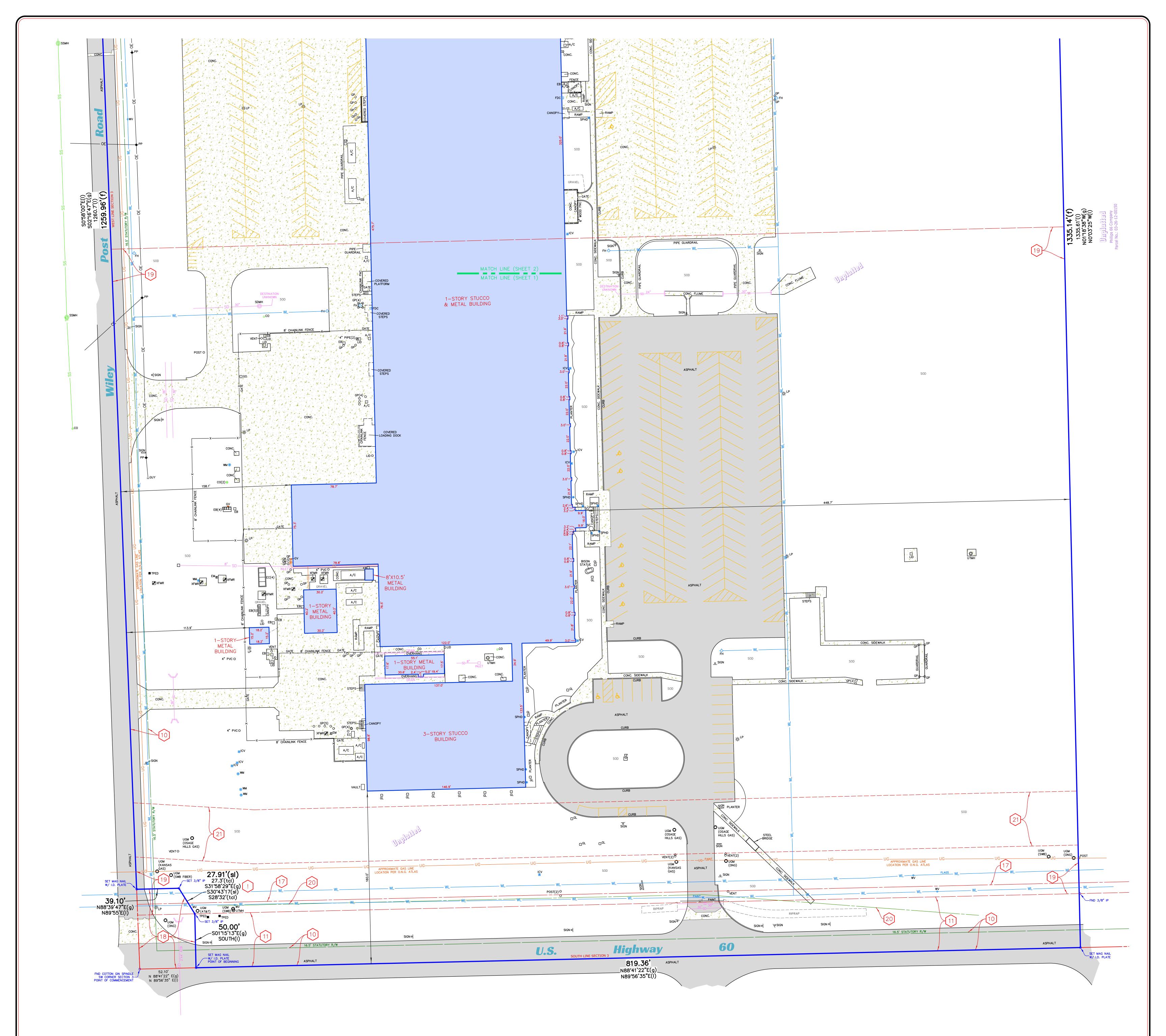
Sheet 3: Uses Allowed in 3-story building & accessory buildings and 1-story building (south)

Sheet 4: Additional Uses allowed in 3-story building

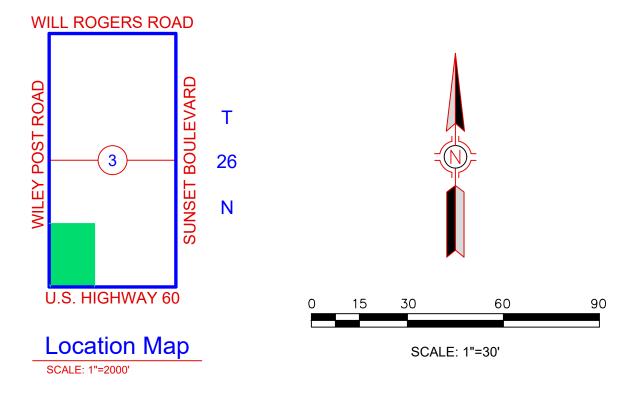
Sheet 5: Uses Allowed in 1-story building (north)

Sheet 6: Landscaping Plan

Sheet 7: Landscaping and Residential Protection Screening Plan



#### R 12 E



#### Legal Description (Title Commitment)

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### Schedule B-II Exceptions

10. STATUTORY SECTION LINE ROADS TO THE EXTENT THEY AFFECT THE SUBJECT PROPERTY. (SAID SECTION LINE STATUTORY RIGHT OF WAY IS 16.5 FEET IN WIDTH AND AFFECTS THE SUBJECT PROPERTY AS SHOWN HEREON.)

[11.] EASEMENT IN FAVOR OF STATE OF OKLAHOMA, DATED MARCH 27, 1930, FILED APRIL 14, 1930, AND RECORDED IN THE OFFICE OF THE OSAGE COUNTY CLERK IN BOOK 39 AT PAGE 149. (SAID EASEMENT IS 50 FEET IN WIDTH AND AFFECTS THE SUBJECT PROPERTY AS SHOWN HEREON.)

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#### 13. RIGHT OF WAY CONTRACT IN FAVOR OF PHILLIPS PETROLEUM COMPANY, DATED SEPTEMBER 8, 1930, FILED OCTOBER 11, 1930, AND RECORDED IN THE OFFICE OF THE OSAGE COUNTY CLERK IN BOOK 40 AT PAGE 81. (SAID EASEMENT IS BLANKET IN NATURE AND COVERS ALL OF THE SUBJECT PROPERTY.)

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19.] EASEMENT IN FAVOR OF SOUTHWESTERN BELL TELEPHONE COMPANY, A CORPORATION, DATED NOVEMBER 7, 1962, FILED NOVEMBER 21, 1962, AND RECORDED IN THE OFFICE OF THE OSAGE COUNTY CLERK IN BOOK 140 AT PAGE 315. (SAID EASEMENT IS BLANKET IN NATURE AND COVERS A PORTION OF THE SUBJECT PROPERTY. EXACT LOCATION AND WIDTH OF SAID EASEMENT IS NOT GIVEN. DESCRIBED AS BEING IMMEDIATELY NORTH OF HIGHWAY 60 AND 8 FEET NORTH OF CITIES SERVICE GAS COMPANYS 8"LINE.)

20 RIGHT OF WAY EASEMENT IN FAVOR OF SOUTHWESTERN BELL TELEPHONE COMPANY, DATED JUNE 17, 1982, FILED JUNE 30, 1982, AND RECORDED IN THE OFFICE OF THE OSAGE COUNTY CLERK IN BOOK 619 AT PAGE 182. (SAID EASEMENT IS DESCRIBED BY ITS CENTERLINE. EASEMENT WIDTH IS NOT GIVEN. SAID CENTERLINE AFFECTS THE SUBJECT PROPERTY AS SHOWN HEREON.)

[21.] RESERVATIONS AS SHOWN ON SPECIAL WARRANTY DEED IN FAVOR OF APPLIED AUTOMATION, INC., A DELAWARE CORPORATION, DATED JUNE 22, 1988, FILED JULY 6, 1988, AND RECORDED IN THE OFFICE OF THE OSAGE COUNTY CLERK IN BOOK 737 AT PAGE 861; CORRECTED BY SPECIAL WARRANTY DEED, DATED MAY 31, 1988, FILED JUNE 14, 1988, IN BOOK 737 AT PAGE 34. (SAID DEED CONTAINS 2 EASEMENTS AFFECTING THE SUBJECT PROPERTY AS SHOWN HEREON. {21} 50 FOOT WIDE PIPELINE RIGHT OF WAY AND {21A} 20 FOOT WIDE POWER

#### Miscellaneous Notes

- A. ALL UNDERGROUND UTILITIES SHOWN ON THIS SURVEY HAVE BEEN LOCATED FROM FIELD SURVEY, "OKIE" REQUEST OR FROM EXISTING ATLAS SHEETS. WE CANNOT CERTIFY THAT ALL EXISTING UTILITIES, IN SERVICE OR ABANDONED, ARE SHOWN HEREON. FURTHERMORE, WE CANNOT CERTIFY THAT THE UTILITIES SHOWN HEREON ARE IN THEIR EXACT LOCATION, BUT HAVE BEEN LOCATED AS ACCURATELY AS POSSIBLE WITH THE INFORMATION AVAILABLE AT THE TIME OF SURVEY. CALL "OKIE" (1-800-522-6543) 48 HOURS PRIOR TO DIGGING.
- B. THE PROPERTY DESCRIBED HEREON CONTAINS 26.957 ACRES, MORE OR LESS.
- C. THE BEARING BASE FOR THIS SURVEY IS GRID BEARINGS, BASED ON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM. (NORTH ZONE 3501)
- D. THE PROPERTY DESCRIBED HEREON CONTAINS A TOTAL OF 565 STRIPED PARKING SPACES 9 OF WHICH ARE DESIGNATED AS HANDICAPPED AND 15 OF WHICH ARE FOR MOTORCYCLES ..
- E. THE PROPERTY DESCRIBED HEREON HAS ACCESS TO U.S. HIGHWAY 60 AND WILEY POST ROAD.
- F. THERE WAS NO OBSERVED EVIDENCE OF CURRENT EARTH MOVING WORK, BUILDING CONSTRUCTION OR BUILDING ADDITIONS AT THE TIME OF SURVEY.
- G. WE HAVE EXAMINED A MAP BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, FLOOD INSURANCE RATE MAP, OSAGE COUNTY, OKLAHOMA AND INCORPORATED AREAS, MAP NO. 40113C0370K, MAP REVISED: APRIL 2, 2008, WHICH SHOWS THE PROPERTY DESCRIBED HEREON AS LOCATED IN ZONE (X)(UNSHADED) WHICH IS CLASSIFIED AS AREAS DETERMINED TO BE OUTSIDE THE 500-YEAR

COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 3; THENCE N89'56'35"E WITH THE SOUTH LINE OF SECTION 3, A DISTANCE OF 52.1 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING N89'56'35"E WITH THE SOUTH LINE OF SAID SECTION 3 A DISTANCE OF 819.36 FEET; THENCE NO°03'25"W 1335.61 FEET TO THE POINT ON THE NORTH LINE OF THE SW/4 SW/4 OF SAID SECTION 3; THENCE S89'52'25"W WITH THE NORTH LINE OF THE SW/4 SW/4 OF SAID SECTION 3 892.66 FEET TO A POINT ON THE WEST LINE OF SAID SECTION 3; THENCE SO'58'00"E WITH THE WEST LINE OF SAID SECTION 3 A DISTANCE OF 1260.7 FEET; THENCE N89"55'E A DISTANCE OF 39.1 FEET; THENCE S28'32'E A DISTANCE OF 27.3 FEET; THENCE SOUTH A DISTANCE OF 50 FEET TO THE POINT OF BEGINNING.

#### Legal Description (Prepared by Surveyor)

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(NOTE: LEGAL DESCRIPTION PREPARED BY SURVEYOR TO CORRECT A 1.2' MIS-CLOSURE IN TITLE COMMITMENT LEGAL DESCRIPTION. THE SURVEYOR PREPARED LEGAL DESCRIPTION IS WHOLLY CONTAINED WITHIN THE TITLE COMMITMENT LEGAL DESCRIPTION.)

MВ MAIL BOX METAL LID MONITOR WELL мw OVERHEAD CABLE OVERHEAD ELECTRIC OVERHEAD TELEPHONE OVERHEAD GAS LINE POWER POLE POWER POLE W/ TRANSFORMER PPT POLYVINYL CHLORIDE PIPE PVC RCB REINFORCED CONCRETE BOX RCF REINFORCED CONCRETE PIPE RR RAILROAD RIGHT-OF-WAY R/W SUPPORT COLUMN STORM DRAIN STORM DRAIN MANHOLE SDMH SGDI SINGLE GRATE DROP INLET SPHD SPRINKLER HEAD SANITARY SEWER SSLH SANITARY SEWER LAMPHOLE SANITARY SEWER MANHOLE SSMH TOP OF CURB TRAVERSE CONTROL POINT TOP OF INLET GRATE TRIPLE GRATE DROP INLET TGDI TOP OF HEADWALL TOP OF PAVING TELEPHONE PEDESTAL TPED TOP OF MANHOLE RIM TRAFFIC SIGNAL MANHOLE TSM⊢ TRSL TRAFFIC SIGNAL TOP OF WALL TYPICAL UNDERGROUND CABLE UNDERGROUND GAS LINE UNDERGROUND ELECTRIC UTILITY EASEMENT UNDERGROUND LINE MARKER UGM UNDERGROUND TELEPHONE UTMH UTILITY MANHOLE WATERLINE WATER METER WM WATER MANHOLE WMH WATER VALVE WV WATER SPIGOT TRANSFORMER XFMR FIELD BEARING/DISTANCE LEGAL BEARING/DISTANCE SURVEYOR'S LEGAL BEARING/DISTANCE TITLE COMMITMENT LEGAL BEARING/DISTANCE

GRID BEARING

Legend

ACCESS

BUILDING

AIR CONDITIONER AUTO SPRINKLER

BOTTOM OF WALL

CENTRAL ANGLE

CHORD BEARING CHORD DISTANCE

SEWER CLEAN-OUT

CENTERLINE

CONCRETE

ELECTRIC BOX

FINISH FLOOR

FIRE HYDRANT

GROUND LIGHT

GAS METER

GATE OPENER

GUARD POST GAS RISER

GUY DOWN

GAS VALVE

LIGHT POLE

IRON PIN

FENCE

FOUND

GUTTER

FLAGPOLE

ELECTRIC METER

ELECTRIC CABINET

FLOWLINE (INVERT)

ELECTRIC PEDESTAL

FIRE DIRECT CONNECTION

IRRIGATION CONTROL VALVE

MUTUAL ACCESS EASEMENT

LIMITS OF NO ACCESS

BUILDING SETBACK LINE

CORRUGATED METAL PIPE

CABLE TELEVISION PEDESTAL DOUBLE GRATE DROP INLET DOWNSPOUT

ACC A/C

BLDG B/L

CONC CPED DGDI DS

EPED

FDC

FND

FP

GUY

ICV

LNA

MA/E

#### BLANKET IN NATURE AND COVERS ALL OF THE SUBJECT PROPERTY.)

15. RIGHT OF WAY CONTRACT IN FAVOR OF PHILLIPS PETROLEUM COMPANY, DATED SEPTEMBER 24, 1946, FILED OCTOBER 1, 1946, AND RECORDED IN THE OFFICE OF THE OSAGE COUNTY CLERK IN BOOK 61 AT PAGE 403. (SAID EASEMENT IS BLANKET IN NATURE AND COVERS ALL OF THE SUBJECT PROPERTY.)

16. RIGHT OF WAY IN FAVOR OF CITIES SERVICE GAS COMPANY, DATED JANUARY 13,

1949, FILED JANUARY 27, 1949, AND RECORDED IN THE OFFICE OF THE OSAGE

COUNTY CLERK IN BOOK 64 AT PAGE 171; ASSIGNED BY DECLARATION IN FAVOR

OF CENTRAL GAS PIPELINE, INC., DATED JULY 18, 2003, FILED AUGUST 1, 2003

IN BOOK 1144 AT PAGE 158. (SAID EASEMENT IS BLANKET IN NATURE AND

JUNE 5, 1961, FILED JUNE 27, 1961, AND RECORDED IN THE OFFICE OF THE

OSAGE COUNTY CLERK IN BOOK 83 AT PAGE 179; ASSIGNED BY CERTIFIED

RESOLUTION OF BOARD OF DIRECTORS, DATED JULY 29, 1969, FILED AUGUST 22,

1969 IN BOOK 289 AT PAGE 60; ASSIGNED BY ASSIGNMENT IN FAVOR OF BOW

PIPE LINE COMPANY, DATED MAY 1, 1978, FILED JULY 6, 1978 IN BOOK 534 AT

PAGE 459; ASSIGNED BY AFFIDAVIT IN FAVOR OF KOCH PIPELINE COMPANY, L.P.,

DATED SEPTEMBER 9, 1999, FILED NOVEMBER 15, 1999 IN BOOK 1003 AT PAGE

167; ASSIGNED BY ASSIGNMENT OF RIGHT OF WAY, NOTICE OF CONTRACT

RIGHTS, AND NOTICE OF MORTGAGE, DATED SEPTEMBER 1, 1999, FILED MAY 26,

2000 IN BOOK 1018 AT PAGE 725; ASSIGNED BY ASSIGNMENT OF RIGHT OF WAY

AND BILL OF SALE IN FAVOR OF SIERRA PIPELINE, LLC, A NEVADA LIMITED

LIABILITY COMPANY, DATED NOVEMBER 21, 2008, DATED JANUARY 9, 2009 IN

BOOK 1374 AT PAGE 894; ASSIGNED BY ASSIGNMENT OF RIGHT OF WAY AND

BILL OF SALE, IN FAVOR OF TRANSPETRO PIPELINE, LLC, AN OKLAHOMA LIMITED

LIABILITY COMPANY DATED JULY 13, 2012, FILED JULY 24, 2012 IN BOOK 1491

AT PAGE 643. (SAID EASEMENT IS DESCRIBED BY ITS CENTERLINE. EASEMENT

WIDTH IS NOT GIVEN. SAID CENTERLINE AFFECTS THE SUBJECT PROPERTY AS

17. RIGHT OF WAY EASEMENT IN FAVOR OF SINCLAIR PIPE LINE COMPANY, DATED

COVERS ALL OF THE SUBJECT PROPERTY.)

SHOWN HEREON.)

LINE EASEMENT.)

- 22. ROADWAY ACCESS EASEMENT IN FAVOR OF THE CITY OF BARTLESVILLE, OKLAHOMA, DATED NOVEMBER 6, 1954, FILED FEBRUARY 27, 2014, AND RECORDED IN THE OFFICE OF THE OSAGE COUNTY CLERK IN BOOK 1546 AT PAGE 188. (DOES NOT AFFECT THE SUBJECT PROPERTY.)
- 23. ROADWAY ACCESS EASEMENT IN FAVOR OF POTTER TOWERS, LLC, DATED PAGE 24. (DOES NOT AFFECT THE SUBJECT PROPERTY.)

NOVEMBER 6, 1954, FILED AUGUST 23, 2017, AND RECORDED IN THE OFFICE OF THE OSAGE COUNTY CLERK IN BOOK 1660 AT PAGE 51; ASSIGNED BY CONSENT TO ASSIGNMENT IN FAVOR OF K2 TOWERS II, LLC, A DELAWARE LIMITED LIABILITY COMPANY, DATED AUGUST 23, 2019, FILED APRIL 15, 2021 IN BOOK 1792 AT FLOODPLAIN. (PER: https://msc.fema.gov/portal/)

H. 3/8" IRON PIN SET AT ALL PROPERTY CORNERS, UNLESS OTHERWISE NOTED.

- I. ALL EASEMENTS AND RIGHT OF WAY CONTAINED IN FIDELITY NATIONAL TITLE INSURANCE COMPANY COMMITMENT FOR TITLE INSURANCE, COMMITMENT NO. 23-0277SW, WITH A COMMITMENT DATE OF MAY 26, 2023 AND A REVISION DATE OF JUNE 2, 2023, ARE SHOWN OR NOTED HEREON.
- J. WATERLINES SHOWN ON THIS SURVEY ARE BASED ON CITY OF BARTLESVILLE ATLAS OR PAINTED MARKINGS AND FLAGS FOUND IN FIELD. ALL WATERLINES ARE SHOWN IN AN APPROXIMATE LOCATION HEREON.

#### Surveyor's Certification

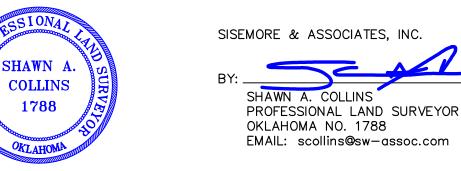
WE, SISEMORE & ASSOCIATES, INC. DO HEREBY CERTIFY TO:

FIDELITY NATIONAL TITLE INSURANCE COMPANY COMMERCIAL TITLE & ESCROW SERVICES, INC. WESTWIN ELEMENTS, INC., A DELAWARE CORPORATION BOK FINANCIAL

THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1, 3, 4, 8 & 16 OF TABLE A THEREOF, THE FIELDWORK WAS COMPLETED ON JUNE 22, 2023.

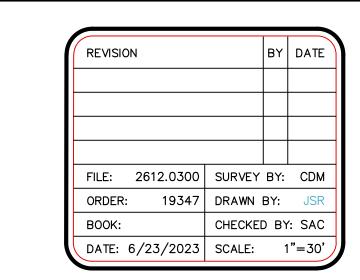
THIS PLAT OF SURVEY MEETS THE MINIMUM TECHNICAL STANDARDS, AS ADOPTED BY THE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS FOR THE STATE OF OKLAHOMA.

WITNESS MY HAND AND SEAL THIS 23RD DAY OF JUNE, 2023.



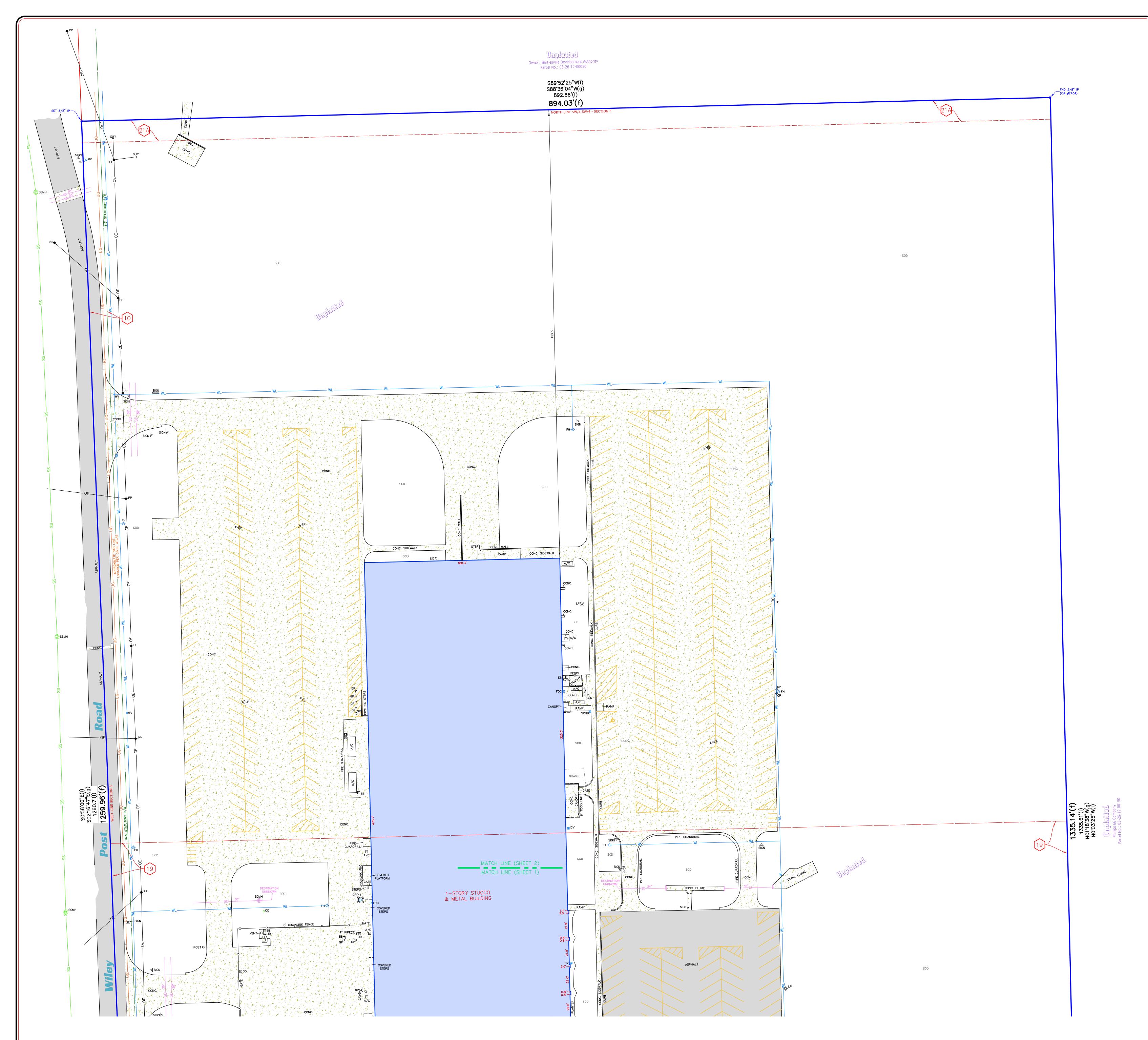


ALTA/NSPS Land Title Survey of Part of the SW/4 of the SW/4 Section 3, T-26-N, R-12-E Osage County, Oklahoma

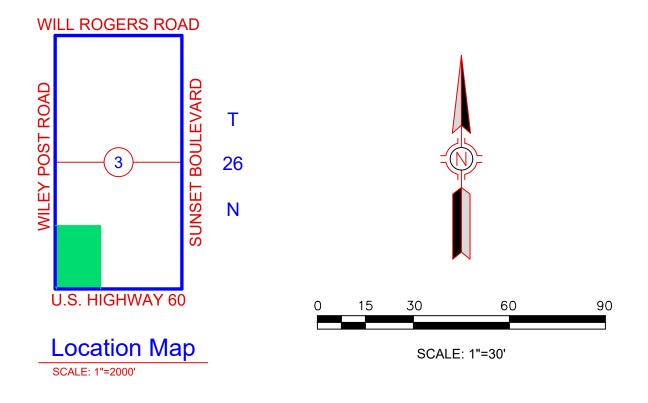


THIS PLAT OR DRAWING IS NOT TO BE REPRODUCED, CHANGED OR COPIED IN ANY FORM OR MANNER WHATSOEVER WITHOUT FIRST OBTAINING THE EXPRESS WRITTEN PERMISSION AND CONSENT OF SISEMORE & ASSOCIATES, INC., NOR IS IT TO BE ASSIGNED TO ANY THIRD PARTY WITHOUT OBTAINING SAID NOR IS IT TO BE ASSIGNED TO ANY THIRD PARTY WITHOUT OBTAINING SAID WRITTEN PERMISSION AND CONSENT. ANY CHANGES MADE FROM THIS PLAT OR DRAWING WITHOUT CONSENT OF SISEMORE & ASSOCIATES, INC. IS UNAUTHORIZED, AND SHALL RELIEVE SISEMORE & ASSOCIATES, INC. OF RESPONSIBILITY FOR ALL CONSEQUENCES ARRIVING OUT OF SUCH CHANGES.

SISEMORE AND ASSOCIATES, INC. DOES NOT RELEASE AUTOCAD FILES UNLESS IT IS SPECIFCALLY REQUESTED IN THE SURVEY CONTRACT AND WRITTEN CONSENT IS GIVEN BY ALL ENTITIES CERTIFIED TO HEREON. A.L.T.A. SURVEYS ARE NOT PREPARED FOR DESIGN PURPOSES AND MAY BE MISSING CRITICAL DATA NEEDED FOR PROPER DESIGN. SISEMORE AND ASSOCIATES, INC. IS NOT RESPONSIBLE FOR ANY DESIGN WORK PREFORMED USING OUR A.L.T.A. AUTOCAD FILE. RELEASE OF AUTOCAD FILES MAY INCUR AN ADDITIONAL CHARGE.



R 12 E



#### Legal Description (Title Commitment)

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COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 3; THENCE N89'56'35"E WITH THE SOUTH LINE OF SECTION 3, A DISTANCE OF 52.1 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING N89'56'35"E WITH THE SOUTH LINE OF SAID SECTION 3 A DISTANCE OF 819.36 FEET; THENCE N0'03'25"W 1335.61 FEET TO THE POINT ON THE NORTH LINE OF THE SW/4 SW/4 OF SAID SECTION 3; THENCE S89'52'25"W WITH THE NORTH LINE OF THE SW/4 SW/4 OF SAID SECTION 3 892.66 FEET TO A POINT ON THE WEST LINE OF SAID SECTION 3; THENCE S0'58'00"E WITH THE WEST LINE OF SAID SECTION 3 A DISTANCE OF 1260.7 FEET; THENCE N89"55'E A DISTANCE OF 39.1 FEET; THENCE S30'43'17'E A DISTANCE OF 27.91 FEET; I THENCE SOUTH A DISTANCE OF 50 FEET TO THE POINT OF BEGINNING.

(NOTE: LEGAL DESCRIPTION PREPARED BY SURVEYOR TO CORRECT A 1.2' MIS-CLOSURE IN VESTING DEED LEGAL DESCRIPTION AS CONTAINED IN TITLE COMMITMENT. THE SURVEYOR PREPARED LEGAL DESCRIPTION IS WHOLLY CONTAINED WITHIN THE TITLE COMMITMENT LEGAL DESCRIPTION.)

MВ MAIL BOX METAL LID MONITOR WELL ML мw OVERHEAD CABLE OVERHEAD ELECTRIC OVERHEAD TELEPHONE OVERHEAD GAS LINE POWER POLE POWER POLE W/ TRANSFORMER PPT POLYVINYL CHLÓRIDE PIPE PVC RCB REINFORCED CONCRETE BOX RCF REINFORCED CONCRETE PIPE RR RAILROAD RIGHT-OF-WAY R/W SUPPORT COLUMN STORM DRAIN STORM DRAIN MANHOLE SDMH SGDI SINGLE GRATE DROP INLET SPHD SPRINKLER HEAD SS SANITARY SEWER SANITARY SEWER LAMPHOLE SSLH SANITARY SEWER MANHOLE SSMH TOP OF CURB TRAVERSE CONTROL POINT TOP OF INLET GRATE TRIPLE GRATE DROP INLET TGDI TOP OF HEADWALL TOP OF PAVING TELEPHONE PEDESTAL TPED TOP OF MANHOLE RIM TRAFFIC SIGNAL MANHOLE TSMH TRSL TRAFFIC SIGNAL TOP OF WALL TYPICAL UNDERGROUND CABLE UNDERGROUND GAS LINE UNDERGROUND ELECTRIC UTILITY EASEMENT UGM UNDERGROUND LINE MARKER UNDERGROUND TELEPHONE UTMH UTILITY MANHOLE WATERLINE WATER METER WM WATER MANHOLE WMH WATER VALVE WV WATER SPIGOT WS XFMR TRANSFORMER FIELD BEARING/DISTANCE LEGAL BEARING/DISTANCE SURVEYOR'S LEGAL BEARING/DISTANCE TITLE COMMITMENT LEGAL BEARING/DISTANCE

GRID BEARING

Legend

ACCESS

BUILDING

CENTERLINE

CONCRETE

ELECTRIC BOX

FINISH FLOOR

FIRE HYDRANT FLOWLINE (INVERT)

GROUND LIGHT

GATE OPENER

GUARD POST GAS RISER

GUY DOWN

GAS VALVE

IRON PIN

LIGHT POLE

GAS METER

FENCE

FOUND

GUTTER

FLAGPOLE

ELECTRIC METER

ELECTRIC PEDESTAL ELECTRIC CABINET

FIRE DIRECT CONNECTION

IRRIGATION CONTROL VALVE

MUTUAL ACCESS EASEMENT

LIMITS OF NO ACCESS

AIR CONDITIONER AUTO SPRINKLER

BOTTOM OF WALL CENTRAL ANGLE CHORD BEARING CHORD DISTANCE

SEWER CLEAN-OUT

BUILDING SETBACK LINE

CORRUGATED METAL PIPE

CABLE TELEVISION PEDESTAL

DOUBLE GRATE DROP INLET DOWNSPOUT

ACC A/C

BLDG B/L

ВW

CGMF

CONC CPED DGDI DS

EPED

FDC

FND

FP

GUY

ICV

LNA

MA/E

#### BLANKET IN NATURE AND COVERS ALL OF THE SUBJECT PROPERTY.)

15. RIGHT OF WAY CONTRACT IN FAVOR OF PHILLIPS PETROLEUM COMPANY, DATED SEPTEMBER 24, 1946, FILED OCTOBER 1, 1946, AND RECORDED IN THE OFFICE OF THE OSAGE COUNTY CLERK IN BOOK 61 AT PAGE 403. (SAID EASEMENT IS BLANKET IN NATURE AND COVERS ALL OF THE SUBJECT PROPERTY.)

16. RIGHT OF WAY IN FAVOR OF CITIES SERVICE GAS COMPANY, DATED JANUARY 13, 1949, FILED JANUARY 27, 1949, AND RECORDED IN THE OFFICE OF THE OSAGE COUNTY CLERK IN BOOK 64 AT PAGE 171; ASSIGNED BY DECLARATION IN FAVOR OF CENTRAL GAS PIPELINE, INC., DATED JULY 18, 2003, FILED AUGUST 1, 2003 IN BOOK 1144 AT PAGE 158. (SAID EASEMENT IS BLANKET IN NATURE AND

#### COVERS ALL OF THE SUBJECT PROPERTY.)

17. RIGHT OF WAY EASEMENT IN FAVOR OF SINCLAIR PIPE LINE COMPANY, DATED JUNE 5, 1961, FILED JUNE 27, 1961, AND RECORDED IN THE OFFICE OF THE OSAGE COUNTY CLERK IN BOOK 83 AT PAGE 179; ASSIGNED BY CERTIFIED RESOLUTION OF BOARD OF DIRECTORS, DATED JULY 29, 1969, FILED AUGUST 22, 1969 IN BOOK 289 AT PAGE 60; ASSIGNED BY ASSIGNMENT IN FAVOR OF BOW PIPE LINE COMPANY, DATED MAY 1, 1978, FILED JULY 6, 1978 IN BOOK 534 AT PAGE 459; ASSIGNED BY AFFIDAVIT IN FAVOR OF KOCH PIPELINE COMPANY, L.P., DATED SEPTEMBER 9, 1999, FILED NOVEMBER 15, 1999 IN BOOK 1003 AT PAGE 167; ASSIGNED BY ASSIGNMENT OF RIGHT OF WAY, NOTICE OF CONTRACT RIGHTS, AND NOTICE OF MORTGAGE, DATED SEPTEMBER 1, 1999, FILED MAY 26, 2000 IN BOOK 1018 AT PAGE 725; ASSIGNED BY ASSIGNMENT OF RIGHT OF WAY AND BILL OF SALE IN FAVOR OF SIERRA PIPELINE, LLC, A NEVADA LIMITED LIABILITY COMPANY, DATED NOVEMBER 21, 2008, DATED JANUARY 9, 2009 IN BOOK 1374 AT PAGE 894; ASSIGNED BY ASSIGNMENT OF RIGHT OF WAY AND BILL OF SALE, IN FAVOR OF TRANSPETRO PIPELINE, LLC, AN OKLAHOMA LIMITED LIABILITY COMPANY DATED JULY 13, 2012, FILED JULY 24, 2012 IN BOOK 1491 AT PAGE 643. (SAID EASEMENT IS DESCRIBED BY ITS CENTERLINE. EASEMENT WIDTH IS NOT GIVEN. SAID CENTERLINE AFFECTS THE SUBJECT PROPERTY AS SHOWN HEREON.)

#### EASEMENT IS DESCRIBED BY ITS CENTERLINE. EASEMENT WIDTH IS NOT GIVEN. SAID CENTERLINE AFFECTS THE SUBJECT PROPERTY AS SHOWN HEREON.)

(21) RESERVATIONS AS SHOWN ON SPECIAL WARRANTY DEED IN FAVOR OF APPLIED AUTOMATION, INC., A DELAWARE CORPORATION, DATED JUNE 22, 1988, FILED JULY 6, 1988, AND RECORDED IN THE OFFICE OF THE OSAGE COUNTY CLERK IN BOOK 737 AT PAGE 861; CORRECTED BY SPECIAL WARRANTY DEED, DATED MAY 31, 1988, FILED JUNE 14, 1988, IN BOOK 737 AT PAGE 34. (SAID DEED CONTAINS 2 EASEMENTS AFFECTING THE SUBJECT PROPERTY AS SHOWN HEREON. {21} 50 FOOT WIDE PIPELINE RIGHT OF WAY AND {21A} 20 FOOT WIDE POWER LINE EASEMENT.)

22. ROADWAY ACCESS EASEMENT IN FAVOR OF THE CITY OF BARTLESVILLE, OKLAHOMA, DATED NOVEMBER 6, 1954, FILED FEBRUARY 27, 2014, AND RECORDED IN THE OFFICE OF THE OSAGE COUNTY CLERK IN BOOK 1546 AT PAGE 188. (DOES NOT AFFECT THE SUBJECT PROPERTY.)

23. ROADWAY ACCESS EASEMENT IN FAVOR OF POTTER TOWERS, LLC, DATED NOVEMBER 6, 1954, FILED AUGUST 23, 2017, AND RECORDED IN THE OFFICE OF THE OSAGE COUNTY CLERK IN BOOK 1660 AT PAGE 51; ASSIGNED BY CONSENT TO ASSIGNMENT IN FAVOR OF K2 TOWERS II, LLC, A DELAWARE LIMITED LIABILITY COMPANY, DATED AUGUST 23, 2019, FILED APRIL 15, 2021 IN BOOK 1792 AT PAGE 24. (DOES NOT AFFECT THE SUBJECT PROPERTY.)

E. THE PROPERTY DESCRIBED HEREON HAS ACCESS TO U.S. HIGHWAY 60 AND WILEY POST ROAD.

F. THERE WAS NO OBSERVED EVIDENCE OF CURRENT EARTH MOVING WORK, BUILDING CONSTRUCTION OR BUILDING ADDITIONS AT THE TIME OF SURVEY.

G. WE HAVE EXAMINED A MAP BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, FLOOD INSURANCE RATE MAP, OSAGE COUNTY, OKLAHOMA AND INCORPORATED AREAS, MAP NO. 40113C0370K, MAP REVISED: APRIL 2, 2008, WHICH SHOWS THE PROPERTY DESCRIBED HEREON AS LOCATED IN ZONE (X)(UNSHADED) WHICH IS CLASSIFIED AS AREAS DETERMINED TO BE OUTSIDE THE 500-YEAR FLOODPLAIN. (PER: https://msc.fema.gov/portal/)

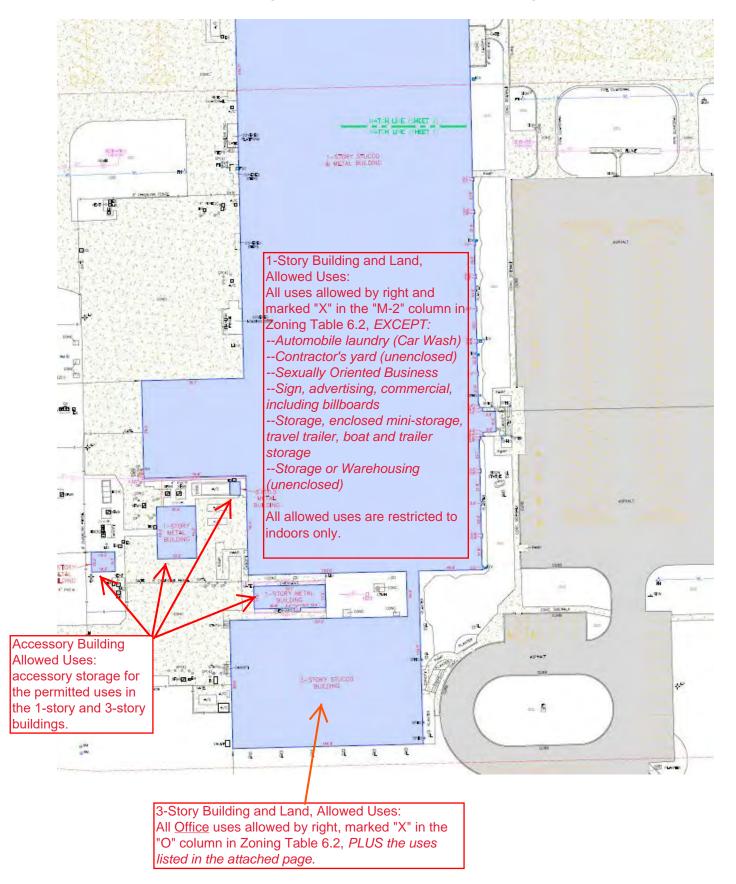
H. 3/8" IRON PIN SET AT ALL PROPERTY CORNERS, UNLESS OTHERWISE NOTED.

I. ALL EASEMENTS AND RIGHT OF WAY CONTAINED IN FIDELITY NATIONAL TITLE INSURANCE COMPANY COMMITMENT FOR TITLE INSURANCE, COMMITMENT NO. 23-0277SW, WITH A COMMITMENT DATE OF MAY 26, 2023 AND A REVISION DATE OF JUNE 2, 2023, ARE SHOWN OR NOTED HEREON.

J. WATERLINES SHOWN ON THIS SURVEY ARE BASED ON CITY OF BARTLESVILLE ATLAS OR PAINTED MARKINGS AND FLAGS FOUND IN FIELD. ALL WATERLINES ARE SHOWN IN AN APPROXIMATE LOCATION HEREON.

2 SPEZ       Sisses         2 NOTE       Sisses         2 NOTE       Surveying ~ Civil Engineering ~ Land Planning         660 South Sheridan Road       Phone. (918) 665–3600         Suite 210 - Tulsa, Oklahoma 74133       Phone. (918) 665–3600         Suite 210 - Tulsa, Oklahoma 74133       Exp. Date 6/30/25         CA. No. 2421       Exp. Date 6/30/25	ALTA/NSPS Land Title Survey of Part of the SW/4 of the SW/4 Section 3, T-26-N, R-12-E Osage County, Oklahoma	REVISION       BY       DATE         Image: state s	THIS PLAT OR DRAWING IS NOT TO BE REPRODUCED, CHANGED OR COPIED IN ANY FORM OR MANNER WHATSOEVER WITHOUT FIRST OBTAINING THE EXPRESS WRITTEN PERMISSION AND CONSENT OF SISEMORE & ASSOCIATES, INC., NOR IS IT TO BE ASSIGNED TO ANY THIRD PARTY WITHOUT OBTAINING SAID WRITTEN PERMISSION AND CONSENT OF SISEMORE & ASSOCIATES, INC. IS UNAUTHORIZED, AND SHALL RELIEVE SISEMORE & ASSOCIATES, INC. IS UNAUTHORIZED, AND SHALL RELIEVE SISEMORE & ASSOCIATES, INC. OF RESPONSIBILITY FOR ALL CONSEQUENCES ARRIVING OUT OF SUCH CHANGES.
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# SDP Sheet 3: Uses Allowed in 3-story building & accessory buildings, and 1-story building (south)



### SDP Sheet 4: Additional Uses allowed in 3-story building

#### Additional Uses From Zoning Table 6.2, Allowed in the 3-Story Building and Land:

"Bank, savings and loan association, trust company"	"Printing or publishing, including engraving or photo engraving"
"Barber and beauty shop"	"Print or copy shop, photostating"
"Clinic, dental, medical or osteopathic"	"Restaurant, enclosed, with dancing and/or entertainment"
"Club or lodge whose chief activity is carried on as a business"	"Restaurant, enclosed, without dancing or entertainment"
"Club or lodge; private"	
"College or University"	"Radio broadcasting studio"
"Community building, public"	"Recording studio"
"Kindergarten, private"	"Rehabilitation center for handicapped persons"
"Laboratory, research or testing"	"School, commercial or trade when not involving any danger of fire or explosion nor of offensive noise, vibration, dust, odor, glare, heat or other
"Library or reading room, private"	objectionable noise"
"Library or museum: public or private, open to public" with or without charge	"School, commercial or trade; other"
"Loan office, other than pawn shop"	"Seamstress/Tailor shop"
"Mail order agency"	"Secretarial Service"
"Monastery, convent or similar institution of religious training"	"Studio/school for professional work or for the teaching of any form of fine arts, photography, music, drama, etc."
"Office: any other type"	"Television broadcasting facility, cable television facility"
"Optician; optometrist"	
"Photographic processing for other agencies"	Based on Zoning Section 6.2.4, Classification of Uses Not Listed, in the case where a use is not specifically listed herein, and is not specifically
"Physical culture & health services (commercial gymnasium, reducing sales, masseur, public baths)"	listed within Zoning Table 6.2, the Community Development Director shall classify the use based upon a comparison of other uses which most

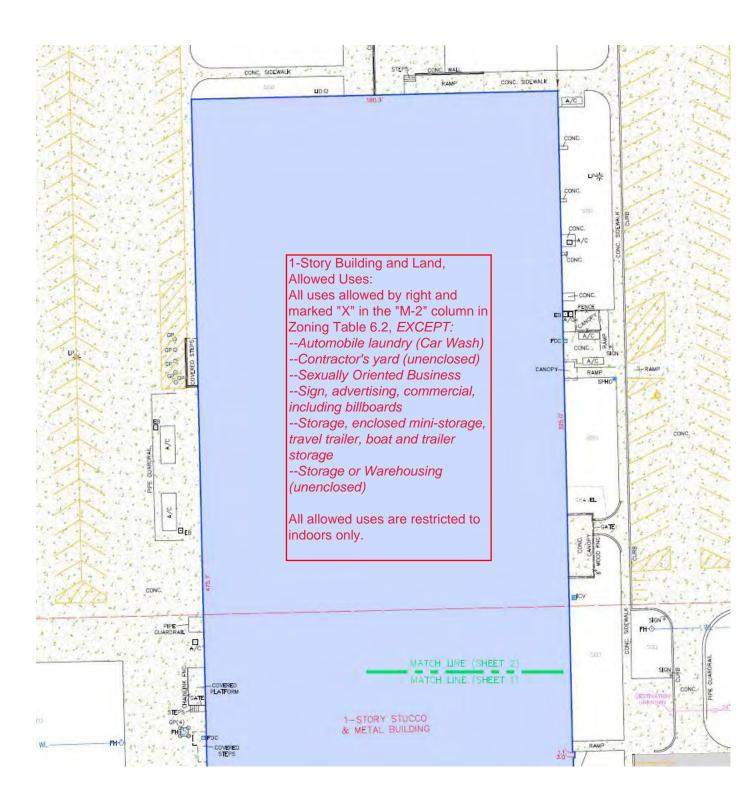
- --"Picture framing"
- --"Post office"

closely resemble the unlisted use, and shall determine the most appropriate district or districts (including this Planned Unit Development (PUD)

supplemental district designation), where such a

use shall be allowed.

### SDP Sheet 5: Uses Allowed in 1-story building (north)



### SDP Sheet 6: Landscaping Plan: Existing Trees and Vegetation: South



## SDP Sheet 7:

Landscaping Plan (cont'd) & Residential Protection Screening:

### Existing Trees and Vegetation: North

*Note*: Regarding street landscaping and Residential Protection Screening, the City Community Development Director may accept alternative plans and species that are noninvasive and that are proven suitable for the area, as identified by Oklahoma State University. Maintain minimum 20-foot wide buffer of large trees for Residential Protection Screening

DINNER (O)

400

4

2

	SPECIAL P	ROVISIONS		CON	MMERG	CIAL DI	STRIC	ГS <u>5/</u>			DUSTR	
PERMITTED USES	SPECIAL CONDITIONS (In addition to Section 7)	PARKING SPACES REQUIRED <u>1/</u> (See Sec. 7.4.2)	0 <u>6/</u> 7/	C-2 <u>7/</u>	C-3	C-4 <u>8/</u>	C-5	C-6	C-7	M-1	M-2	M-3
Accessory uses, in addition to those set forth specifically in this list.		None		х	х	X	X	X	х	х	х	х
Agriculture: accessory uses including storage.		None		х	х			x	х	х	х	х
Agriculture: animal and poultry husbandry, dairying and pasture, but not including retail sales on the premises or the feeding of offal or garage.		None			X		X	X	X	X	X	X
Agriculture: field crops, floriculture, greenhouse, horticulture, nursery, truck gardening or viticulture, but not including retail sales on the premises.		None		х	Х		X	X	X	X	X	Х
Agriculture: retail sales of agricultural products raised on the premises.	7.4.2.4	None		х	Х		х	х	х	х	х	Х
Airport sales, service, rental, repair.		One/1,000 sq. ft. floor area					Х			X	Х	Х
Airport, aircraft landing strip.	7.7.1(1)	None									х	х
Altering, pressing, repairing of wearing apparel.	(-)	One/200 sq. ft. floor area	x	X	Х	х	X					
Ambulance service. 2/		One/each employee				X	X	X	X	X	X	Х
Amusement park, commercial. 2/		One/200 sq. ft. lot area						Х			Х	Х
Animal hospital, pound, shelter. 2/	7.7.1(2)	One/400 sq. ft. floor area									X	Х
Animal hospital, small animal treatment 2/	7.7.1(3)	One/400 sq. ft. floor area One/200 sq. ft.					Х		Х	X	Х	Х
Auction room; auctioneer		floor area				Х	X				Х	Х
Auditorium, arena, coliseum, Theater or similar facility.	7.7.1(20 7.7.1(21)	One/4 seats			х	x	x	x		x	х	Х
Automatic Teller Machine		None	х	х	х	x	х		х			
Automobile accessory and supply store including tire, battery and auto service, not including tire recapping.		One/300 sq. ft. floor area			X	X	X		X			
Automobile glass, muffler, seat covers, tires and upholstery sales and repair		4/repair bay			Х	х	Х		Х	X	Х	Х
Automobile, bus or truck body work or painting.		4/repair bay					Х				Х	Х
Automobile, bus, truck dismantling, salvage or wrecking. 2/& 3/	7.7.1(16) 10.5	One/1.5 employee									S	S
Automobile laundry (Car Wash)	7.7.1(4)	None			Х	X	X		Х	X	Х	Х
Automobile service station, including customary minor incidental service, but not body or motor repair.		4/service bay		х	х	х	х		х	х	х	Х
Automobile parking lot, free or customer Automobile parking lot or parking garage,		None		x	X	x	X	X	X	x	X	X
commercial		None		<u> </u>	Х	X	X	X	X	X	X	Х
Automobile and truck rental		None	ļ	ļ		x	X	X	х	х	х	Х
Automobile repair, not including body work or painting.		4/repair bay				х	Х		Х	X	Х	Х
Automobile sales (new) and service.		1/3,000 sq. ft. open sales lot area				x	х		х	х	х	Х

	SPECIAL P	ROVISIONS		CO	MMERO	CIAL DI	STRIC	TS 5/			DUSTRI ISTRIC	
PERMITTED USES	SPECIAL CONDITIONS (In addition to Section 7)	PARKING SPACES REQUIRED <u>1/</u> (See Sec. 7.4.2)	0 <u>6/</u> 7/	C-2 <u>7/</u>	C-3	C-4 <u>8/</u>	C-5	C-6	C-7	M-1	M-2	M-3
Automobile sales, used.		1/3,000 sq. ft. open sales lot area				х	Х		х	Х	х	Х
Bait store.		One/100 sq. ft. floor area			х	х	х		х		х	х
Bank savings and loan association, trust company.		One/400 sq. ft. floor area			х	x	х		x			
Barber and beauty shop.		2/chair		Х	Х	Х	Х					
Baseball park, commercial. Batching or mixing plant, asphaltic or Portland Cement concrete, mortar or		One/4 seats						X		X	X	Х
plaster. 2/ Batching plant, asphaltic or Portland Cement concrete, noncommercial, temporary	7.7.2(3) 10.5	None		s	S	s	S	s	s	S	x	X S
Beer sales, for consumption on the premises. 2/		One/100 sq. ft. floor area			X	X	X	X	X			
Bicycle rental, repair, sales.		One/300 sq. ft. floor area			х	х	х	х				
Billboards: See Sign Advertising.												
Billiard Parlor.		Two/table			х	х	Х	х				
Boat and marine rental, repair, sales, storage.		1/3,000 sq. ft. open sales lot area			X	X	Х		X	X	X	Х
Bowling alley.		Three/alley			Х	х	Х	х				
Building materials store, retail, including plumbing, electrical and mechanical fixtures.		One/400 sq. ft. floor area			х	х	х			х	х	Х
Building materials and lumberyard, retail 2/		One/500 sq. ft. floor area					х			х	x	х
Bus passenger station.		One/400 sq. ft. floor area				х	Х		х	X	Х	Х
Bus sales, service and repairs. 2/		One/1.5 employee					Х			х	x	Х
Business machines rental, repair, sales.		One/300 sq. ft. floor area One/500 sq. ft.				x	х			x	x	Х
Cabinet shop.	6.1	floor area or one/1.5 employee maximum								X	x	X
Café: See "Restaurant."												
Carnival or circus, temporary.	7.7.2(1)	One/500 sq. ft. floor area One/1,000 sq. ft.			x	x	X	x	x	x	x	X
Cartage, express, parcel delivery, moving/hauling. 2/		floor area or One/1.5 employee				x	X			X	x	X
Caterer.		One/400 sq. ft. floor area			х	x	х			х	x	х
Christmas tree and wreath sales, temporary.	7.7.2(2)	One/500 sq. ft. lot area			Х	х	Х	х	х	Х	х	Х
Church or other place of worship.	7.7.1(7)	One/4 seats		х	X	X	Х	X	X	X	X	Х
Check cashing.		One/400 sq. ft. lot area			X	х	Х					

	SPECIAL P	PROVISIONS		CO	MMERO	CIAL DI	STRIC	FS 5/			DUSTRI ISTRIC	
PERMITTED USES	SPECIAL CONDITIONS (In addition to Section 7)	PARKING SPACES REQUIRED <u>1/</u> (See Sec. 7.4.2)	0 <u>6/</u> <u>7/</u>	C-2 <u>7/</u>	C-3	C-4 <u>8/</u>	C-5	C-6	C-7	M-1	M-2	M-3
Cleaning: See "Laundry/Dry-cleaning."												
Clinic, dental, medical or osteopathic.		One/100 sq. ft. floor area	X	x	x	Х	Х					
Clothing or costume rental.		One/400 sq. ft. floor area			х	x	х					
Club or lodge whose chief activity is		One/300 sq. ft.			Λ	Λ	Λ					
carried on as a business.		floor area			Х	Х	Х	Х	Х			
Club or lodge; private, except those whose		One/500 sq. ft.		V	v	v	v	v	V			
chief activity is carried on as a business.		floor area One/1,000 sq. ft.		Х	X	Х	Х	Х	X			
		floor area or										
Cold storage plant.		One/1.5 employee				Х				Х	Х	Х
College or University:												
	7.7.1(9)											
a. Auditorium or similar facility.	7.7.1(20) 7.7.1(21)	One/4 seats			Х	Х	Х			Х	Х	Х
b. Dormitory, fraternity house,	· · · ·											
sorority house.	7.7.1(10)	One/2 beds			Х	Х	Х			Х	Х	Х
<ul> <li>All other facilities, other than stadium.</li> </ul>	7.7.1(20)	One/500 sq. ft. floor area			х	х	х			х	х	Х
Statium.	7.7.1(20)	One/400 sq. ft.										21
Community building, public	7.7.1(21)	floor area		Х	Х	Х	Х	Х	Х	Х	Х	Х
Concessions stand within park,		None		х	х	х	х	х	x	х	х	х
playground or play field. Construction building and/or yard		None		Λ	Λ	Λ	Λ	Λ	Λ	Λ	Λ	Λ
temporary, accessory.	7.7.2(3)	None	Х	Х	Х	Х	Х	Х	Х	Х	Х	Х
Construction equipment sales, service		1/000 6					х			х	х	х
rental or repair. 2/ Contractor or construction offices and		1/900 sq. ft.					Λ			Λ	Λ	Λ
shops (air conditioning, building, cement, electrical, heating, masonry, painting, plumbing, refrigeration, roofing and ventilation.)		One/400 sq. ft. floor area				x	x			x	x	х
Contractor's yard. 2/		None								Х	Х	Х
Contractor 3 yard. 2/		One/100 sq. ft.										24
Dance hall, commercial. 2/	7.7.1(11)	floor area				Х	Х	Х				
Day Care Center, Commercial (Child or	5.0	0 /1 5 1	37	37	N/	N	37	37	v	37	37	37
Adult)	7.3	One/1.5 employee	Х	X	X	X	X	X	X	X	Х	X
Drive-in theater: See "Theater, Drive-in"												
Dump, private or public. 2/	10.5	none									S	S
Earth moving and excavation; depositing of construction materials, clay, earth,												
gravel, minerals, rock, sand or stone on the ground.	7.7.1(17) 10.5	None	S	S	S	S	S	S	S	S	S	Х
Electrical substation.	10.5	One/400 sq. ft. floor area	S	S	S	S	S	S	S	S	S	S
Exterminator, pest.		One/400 sq. ft. floor area				х	х		х	х	х	Х
Extraction of clay, gravel, sand; quarrying of rock or stone. 2/		none				Λ	Λ		Λ	Λ	X	Х
Farm equipment sales, service, and		One/400 sq. ft.									Λ	Λ
repairs. 2/		floor area					Х		Х	Х	Х	Х
Feed and fertilizer sales. 2/		One/400 sq. ft. floor area				х	х			х	х	Х

	SPECIAL P	ROVISIONS		CO	MMERO	CIAL DI	STRIC	FS 5/			AL FS	
PERMITTED USES	SPECIAL CONDITIONS (In addition to Section 7)	PARKING SPACES REQUIRED <u>1/</u> (See Sec. 7.4.2)	0 <u>6/</u> <u>7/</u>	C-2 <u>7/</u>	C-3	C-4 <u>8/</u>	C-5	C-6	C-7	M-1	M-2	M-3
Floor covering sales, retail.		One/300 sq. ft. floor area				х	Х	Х				
Florist's shop, retail.		One/200 sq. ft. floor area		х	x	Х	х					
Food locker plant: for consumer use.		One/400 sq. ft. floor area			х	х	х			х	Х	Х
Freight depot: railroad and/or truck. 2/ Funeral home, mortuary, or undertaking		One/1,000 aq. Ft. floor area or One/1.5 employee One/4 seats in					X		x	x	х	Х
establishment.		chapel		х	х	х	Х					
Garage or parking for commercial or public utility vehicles.		None			х	х	х			х	Х	Х
Garden supply sales, including nursery stock.		One/300 sq. ft. floor area			х	х	х			х	Х	Х
Gas regulator station.	10.5	None	S	S	S	S	S	S	S	S	S	S
Gasses, flammable, storage of.		One/1.5 employee One/300 sq. ft.									Х	Х
Glass sales and cutting shop.		floor area				X	Х			X	Х	Х
Go-cart track. 2/ Golf course, but not including	7.7.1(5)							Х			Х	Х
commercially operated driving range, pitch and putt course or miniature golf course.	7.7.1(14)							Х		х	х	Х
Golf "pitch and putt" course; miniature golf course; commercially operated driving range	7.4.2.4 7.7.1(13)	One/500 sq. ft. lot area						Х	X	X	X	Х
Grain elevator. 2/		One/1.5 employee									Х	Х
Hardware, industrial, sales. 2/		One/400 sq. ft. floor area								х	Х	Х
Hatchery. 2/		One/1.5 employee								Х	X	Х
Hat blocking and repair.		One/300 sq. ft. floor area			х	x	X					
Health Club: "See physical culture & health services."												
Heliport	7.7.1(1)		Х	Х	X	Х	Х	Х		Х	Х	
Hospital, animal: See "Animal hospital."		0 /21 1										
Hospital, general, not including animal.	7.7.1(15)	One/3 beds excluding bassinets			x	х	х			х	х	х
Hotel/Motel		One/guest room				X	X		X			A
Ice vending establishment		None		Х	Х	Х	Х	Х	Х	Х	Х	Х
Ice plant. 2/		One/1.5 employee									Х	Х
Incinerator, accessory. 2/		None		Х	Х	Х	Х	Х	Х	Х	X	X
Incinerator, public. 2/	10.5	None									S	S
Institution, non-residential.		One/400 sq. ft. floor area			X	Х	Х					
Interior decorating shop		One/300 sq. ft. floor area			X	X	X					

	SPECIAL P	PROVISIONS		CO	MMER			INDUSTRIAL DISTRICTS				
PERMITTED USES	SPECIAL CONDITIONS (In addition to Section 7)	PARKING SPACES REQUIRED <u>1/</u> (See Sec. 7.4.2)	0 <u>6/</u> <u>7/</u>	C-2 <u>7/</u>	C-3	C-4 <u>8/</u>	C-5	C-6	C-7	M-1	M-2	M-3
Junkyard; including salvage yard and auto Wrecking, assembling of iron, rags and similar materials. 2/	7.7.1(16) 10.5	One/1,000 sq. ft. floor area or One/1.5 employee										S
Kennel: See "Animal hospital, pound or shelter."												
Kindergarten, private.	7.3	One/1.5 employee		x	х	x	x					
Laboratory, medical or dental.		One/500 sq. ft. floor area or One/ 1.5 employee One/500 sq. ft.	X	X	x	x	x			x		
Laboratory, research or testing.		floor area or One/1.5 employee				X	x			x	x	x
Laundry/dry-cleaning pick-up station.		One/200 sq. ft. floor area		х	Х	х	х		х			
Laundry/dry-cleaning plant, including carpet cleaning. 2/		One/500 sq. ft. floor area or One/1.5 employee			x	x	х			x	х	X
Laundromat, self service.		One/100 sq. ft. floor area		х	Х	х	Х		х			
Library or reading room, private.		One/200 sq. ft. floor area		X	X	X	X		Λ			
Library or museum: public or private, open to public without charge.		One/400 sq. ft. floor area			X	X	X	X	X	X		
Linen supply, diaper service, or uniform supply.		One/500 sq. ft. floor area or one/1.5 employee				x	x			x	X	X
Liquids, flammable; storage of.		One/1.5 employee									Х	х
Liquor, wine and beer sales, for consumption off the premises.		One/100 sq. ft. floor area		x	х	x	X		X		Λ	Λ
Livestock: auction sales, pens with barns, loading and unloading and shipping facilities. 2/		One/100 sq. ft. of sales floor area									Х	X
Live/Work Unit	7.7.1(30)		Х	X	Х	Х	Х	Х	Х	Х	Х	Х
Livestock feeding yards and pens. 2/		None One/500 sq. ft.									Х	Х
Loan office, other than pawn shop		floor area One/300 sq. ft.			X	X	X					
Locksmith, key shop Lumberyards: retail (parking requirement does not apply to lumber sheds.) 2/		floor area One/300 sq. ft. floor area			X	X	X X			X X	X	X
Machine tools: sales, service, rental and repair. 2/		One/400 sq. ft. floor area				x	X			X	X	X
Machine Shop. 2/		1/employee				X	X			X	X	X
Mail order agency.		One/200 sq. ft. floor area				x	Х			Х	Х	Х
Manufacturing, Low Impact. 2/	7.7.1(29)	One/500 sq. ft. floor area or One/1.5 employee maximum				x	x		X	x	X	x

	SPECIAL P	PROVISIONS		COM	MMER	CIAL DI	STRIC	FS 5/			DUSTRI ISTRIC'	
PERMITTED USES	SPECIAL CONDITIONS (In addition to Section 7)	PARKING SPACES REQUIRED <u>1/</u> (See Sec. 7.4.2)	0 <u>6/</u> <u>7/</u>	C-2 <u>7/</u>	C-3	C-4 <u>8/</u>	C-5	C-6	C-7	M-1	M-2	M-3
Manufacturing. Light 2/	6.1	One/500 sq. ft. floor area or One/1.5 employee maximum								X	X	Х
Manufacturing. Medium. 2/	6.1	one/500 sq. ft. floor area or One/1.5 employee maximum									X	X
Manufacturing. Heavy. 2/	6.1	One/500 sq. ft. floor area or One/1.5 employee maximum										Х
		One/4,000 sq. ft.					V			V	V	V
Mobile home sales (new and used). Monastery, convent or similar institution of religious training.	7.7.1(18)	lot area One/3 beds			X	x	X X			X	X	Х
Monument sales, including incidental processing		One/1,000 sq. ft. floor area or One/1.5 Employee					X			x	X	X
Mortuary: See "Funeral Home."												
Motorcycle sales and service. 2/		One/300 sq. ft. floor area				x	Х		X		X	Х
Moving: See "Cartage, etc."												
Museum, public or private: See "Library or museum, etc."												
News stand		One/200 sq. ft. floor area		Х	Х	X	Х	Х	Х			
Newspaper publishing facility. Night club: dancing and live	<del>10.5</del>	One/300 sq. ft. floor area One/100 sq. ft.				<del>S</del> X	<del>S</del> X		Х	X	Х	Х
entertainment. 2/		floor area				Х	Х	Х	Х			
Night club: dancing and sale of food and drink. 2/		One/100 sq. ft. floor area				X	Х	Х	Х			
Nursery, plant, non-retail: See "Agriculture: field crops, etc."												
Nursery or greenhouse, retail sales.		One/300 sq. ft. floor area			Х	X	Х		Х	Х	Х	Х
Nursing home or rest home.	7.7.1(15)	One/3 beds			х	Х	Х					
Office: architectural, engineering, legal or other professional; real estate, insurance.		One/300 sq. ft. floor area	х	x	x	х	Х			х	Х	Х
Office for building contractor, not including yard or shop		One/300 sq. ft. floor area	х		x	х	Х			х	Х	Х
Office equipment and supplies, retail sales, service, rental and repair.		One/300 sq. ft. floor area			X	X	Х					
Office: medical, dental, osteopathic		One/200 sq. ft. floor area	х	х	х	х	Х					
Office: any other type.		One/300 sq. ft. floor area			х	х	Х			X	Х	Х
Off-street loading.	7.4.1	None	Х	Х	Х	X	Х	Х	Х	Х	Х	Х
Off-street parking.	7.4.2	None	Х	Х	Х	X	Х	Х	Х	Х	Х	Х
Oil well supplies and machinery sales. 2/		One/1.5 employee				Х	Х			Х	Х	Х

	SPECIAL P	PROVISIONS		CO	MMERO	CIAL DI	STRIC	ГS <u>5/</u>			DUSTRI ISTRIC'	
PERMITTED USES	SPECIAL CONDITIONS (In addition to Section 7)	PARKING SPACES REQUIRED <u>1/</u> (See Sec. 7.4.2)	0 <u>6/</u> <u>7/</u>	C-2 <u>7/</u>	C-3	C-4 <u>8/</u>	C-5	C-6	C-7	M-1	M-2	M-3
Optician; optometrist.		One/200 sq. ft. floor area		х	x	x	х					
Orthopedic or medical appliance store.		One/200 sq. ft. floor area			X	X	X					
Orthopedic shoe repair (prescription work only).		One/400 sq. ft. floor area			X	X	X					
Parish house, nunnery, rectory, etc.		One/2 dwelling units			х	х	Х					
Park, playground, play field, public		None	Х	х	x	x	х	х	х	x	х	Х
Petroleum storage, wholesale.			71					21			X	X
Photographic processing for other		One/1.5 employee One/400 sq. ft.										
agencies.		floor area One/200 sq. ft.				X	Х			X	Х	Х
Photographic studio		floor area	X		Х	Х	Х	Х				<u> </u>
Physical culture & health services (commercial gymnasium, reducing sales, masseur, public baths).		One/200 sq. ft. floor area			x	х	х	Х		х		
Picture framing.		One/200 sq. ft. floor area			X	X	X			X	Х	X
Pipe storage. 2/	6.1	One/1.5 employee									X	X
Post office		One/200 sq. ft. floor area		х	x	x	х	Х	х	х		
		One/500 sq. ft. floor area or			Λ	Λ	Λ	Λ	Λ	Λ		
Printing or publishing, including engraving or photo engraving.	6.1	One/1.5 employee maximum			Х	Х	Х		Х	х	Х	Х
Print or copy shop, photostating		One/200 sq. ft. floor area			х	х	х		х	x	х	х
Radio broadcasting studio		One/400 sq. ft. floor area				х	х	х		x	х	х
Radio broadcasting transmitter or tower (See Wireless Communication Towers and Antenna)												
Railway company facilities, all types. 2/		None		x	х	х	х	Х	х	х	Х	х
Recording studio		One/500 sq. ft. floor area				x	х			х		
Recreation building, public: See "Community building, public."												
Recreational Vehicle Park	7.5.4 10.5	1.25/unit						S	S	S	S	S
Rehabilitation center for handicapped persons.	7.7.1(15)	One/1.5 employee			х	х	Х			х	Х	Х
Residential use above first floor only.		Two/Dwelling unit	Х	х	х	х						
Restaurant, enclosed, with dancing and/or entertainment. 2/		One/100 sq. ft. floor area				х	х	Х	х			
Restaurant, enclosed, without dancing or entertainment.		One/100 sq. ft. floor area			X	X	X	X	X	X	X	X
Restaurant providing service in automobiles		None			Λ	X	X	X	X	X	X	X
Rest home: See "Nursing home or rest home."							~~					
Riding academy: "See "Stables."												
Roller rink: See "Skating rink, commercial."												<u> </u>

	SPECIAL P	PROVISIONS		CO	MMERO	CIAL DI	ISTRIC	FS 5/		INDUSTRIAL DISTRICTS			
PERMITTED USES	SPECIAL CONDITIONS (In addition to Section 7)	PARKING SPACES REQUIRED <u>1/</u> (See Sec. 7.4.2)	0 <u>6/</u> <u>7/</u>	C-2 <u>7/</u>	C-3	C-4 <u>8/</u>	C-5	C-6	C-7	M-1	M-2	M-3	
Rummage shop: See "Secondhand store, rummage shop" under Retail Sales, etc.													
Salvage of bus, car or truck: See "Automobile, bus, car or truck dismantling, salvage or wrecking."													
Savings and loan association: See "Bank, savings and loan association, trust company."													
School, commercial or trade, when not involving any danger of fire or explosion nor of offensive noise, vibration, dust, odor, glare, heat or other objectionable noise.		One/300 sq. ft. floor area				x	X			X	X	x	
noise.		One/300 sq. ft.				Λ	Λ			Λ	Λ	Λ	
School, commercial or trade; other.		floor area				Х	X				Х	Х	
Seamstress/Tailor shop		One/200 sq. ft. floor area			х	х	х						
Secretarial Service		One/300 sq. ft. floor area				х	х			х	Х	Х	
Service station: See "Automobile service station."													
Sewage disposal plant, private.	10.5	None								S	S	s	
Sexually Oriented Businesses	7.7.3	One/300 sq. ft. floor area					х			х	х	х	
Shelter/Rescue Mission, Temporary housing for homeless, indigent.	7.7.1(26) 10.5	One/1.5 employee				s	S						
Shoe repair shop.		One/200 sq. ft. floor area			х	х	х			х			
Sign, accessory.	7.11	None	х	x	х	x	х	х	x	х	х	х	
Sign, advertising, commercial, including billboards.	7.11	None					X	Х	X		Х	Х	
Sign, bulletin	7.11	None		X	Х	X	Х	Х	х	Х	Х	х	
Sign business, illuminated, flashing.	7.11	None			х	х	х	Х	Х	х	Х	Х	
Sign, business, illuminated, non-flashing.	7.11	None		х	X	х	X	Х	X	X	X	Х	
Sign, business, non-illuminated.	7.11	None	Х	х	X	х	X	Х	Х	X	Х	X	
Sign, for sale, lease or rent.	7.11	None	X	х	x	х	x	Х	Х	x	Х	х	
Sign shop.		One/400 sq. ft. floor area				x	Х			Х	Х	X	
Skating rink, commercial. 2/		One/200 sq. ft. floor area			x	х	x	Х					
Stable, commercial. 2/		One/200 sq. ft. floor area									Х	х	
Stadium.	7.7.1(20) 7.7.1(21)	One/3 seats				X		Х		X	Х	х	
State garage, yard or similar facility. 2/		None					X			X	X	х	
Stockyard: See "Livestock."													

	SPECIAL P	ROVISIONS		COM	MMERO	CIAL DI	STRIC	FS 5/			DUSTRI ISTRIC	
PERMITTED USES	SPECIAL CONDITIONS (In addition to Section 7)	PARKING SPACES REQUIRED <u>1/</u> (See Sec. 7.4.2)	0 <u>6/</u> 7/	C-2 <u>7/</u>	C-3	C-4 <u>8/</u>	C-5	C-6	C-7	M-1	M-2	M-3
Storage of goods indoor, accessory to a commercial or industrial use, unless such storage is prohibited in the specific		New		v	v	v	v	v	v	v	v	v
district. Storage, enclosed mini-storage, travel trailer, boat and trailer storage.		None		X	X X	X X	X X	X	X X	X X	X X	X X
Storage or Warehousing (enclosed), other than accessory to permitted commercial or industrial use. 2/		One/1,000 sq. ft. floor area or one/1.5 employee					X			X	X	X
Storage or Warehousing (unenclosed), other than accessory to permitted commercial or industrial use. 2/		One/1.5 employee								Х	X	Х
Studio/school for professional work or for the teaching of any form of fine arts, photography, music, drama, etc. (See also: "Home occupation")		One/300 sq. ft. floor area		x	X	X	X			X		
Surgical and dental supplies store.		One/200 sq. ft. floor area			х	х	Х					
Swimming pool, commercial. 2/	7.7.1(22)	One/100 sq. ft. water area						Х				
Taxicab Service		1.5/commercial vehicle			х	х	х			х	Х	х
Taxidermist		One/400 sq. ft. floor area				х	Х			х	х	х
Telephone answering service/Telecommunications Facility		One/200 sq. ft. floor area				х	Х			х	X	х
Telephone shop, garage or service facilities		One/1.5 employee					Х			Х	Х	х
Television broadcasting facility, cable television facility.		One/400 sq. ft. floor area				Х	Х			Х	Х	X
Terminal company facilities, all types.		None		X	X	X	Х	Х	X	X	X	X
Theater, drive-in.	7.7.1(20) 7.7.1(20)	None						Х			Х	Х
Theater, enclosed or indoor, commercial. Track for miniature auto, midget auto, and	7.7.1(21)	One/4 seats One/500 sq. ft.			X	X	X	v			v	v
go-cart racing or driving. 2/ Tract office, temporary.	7.7.1(5) 7.7.2(5) 10.5	floor area None		S	S	S	S	X S	S	S	X S	X S
Trade school: See "School"												
Trailer sales or rental (other than house trailer).		1/3,000 open sales lot area			х	Х	Х			х	х	Х
Transit vehicle storage and servicing.		1/3,000 open sales lot area				X	Х		X	X	Х	X
Truck repair or service.		4/repair bay 1/3,000 open sales				X	Х		X		X	X
Truck sales		lot area				X	Х		X	X	X	X
Uniform supply: See "Linen supply."												

	SPECIAL P	ROVISIONS		COM	MMERO	CIAL DI	STRIC	FS 5/			DUSTRI	
PERMITTED USES	SPECIAL CONDITIONS (In addition to Section 7)	PARKING SPACES REQUIRED <u>1/</u> (See Sec. 7.4.2)	0 <u>6/</u> <u>7/</u>	C-2 <u>7/</u>	C-3	C-4 <u>8/</u>	C-5	C-6	C-7	M-1	M-2	M-3
Veterinarian: animals on premises. 2/		None								Х	Х	Х
Veterinarian, office only.		None			Х	Х	Х			Х	Х	Х
Vulcanizing shop. 2/		One/400 sq. ft. floor area				х	х			x	x	X
Water filtration plant, pumping station, elevated storage reservoir.	10.5	One/1.5 employee			S	S	S	S	S	S	S	S
Welding service, minor: providing service to the general public. 2/		One/500 sq. ft. floor area					X				X	X
Well drilling contractor, yard or shop. 2/		None					Х				Х	Х
Wholesale establishment, including storage. 2/		One/200 sq. ft. floor area				Х	Х			Х	Х	Х
Wireless Communication Towers and Antenna	7.8 10.5	None	S	S	Х	X	X	X	х	X	X	Х
RETAIL SALES, CONSUMER CONVEN	NIENCE-TYPE GOO	DDS:										
Bakery; for retail sales on the premises of baked goods, candy, ice cream and delicatessen foods.		One/400 sq. ft. floor area or One/1.5 employee maximum			X	X	x		X	X	X	x
Body piercing and painting, permanent cosmetics, and tattoo facilities.		2/chair			х		x		х			
Candy, nut or confectionery store.		One/200 sq. ft. floor area		x	х	х	X		x			
Drug store, including pharmacy.		One/100 sq. ft. floor area		х	Х	х	X		х			
Grocery store, including produce stand.		One/100 sq. ft. floor area		x	х	х	x		x			
Gun and knife sales		One/200 sq. ft. floor area			X		X		X			
Hardware & small tool rental, but not including sales of lumber or industrial hardware.		One/200 sq. ft. floor area		X	X	x	X		X			
Liquor, wine and beer sales, for consumption off the premises.		One/100 sq. ft. floor area		х	Х	X	х		х			
		One/200 sq. ft.			••							
Notions and novelty store. School supply store.		floor area One/200 sq. ft. floor area		X X	X X	X X	X X		X X			
		One/200 sq. ft.							1			
Variety store.		floor area		Х	Х	Х	X		Х			
RETAIL SALES, CONSUMER, SHOPPING	J-TYPE GOODS:	0 /200 6			1	1	1	1		1	1	1
Antique store.		One/300 sq. ft. floor area			Х	Х	X		х			
Apparel and accessory store.		One/200 sq. ft. floor area			Х	X	X		х			
Appliance (household) store.		One/300 sq. ft. floor area			Х	Х	Х		Х			
Art gallery, commercial (retail sale of art objects).		One/300 sq. ft. floor area			Х	х	X		х			
Book store.		One/200 sq. ft. floor area			X	Х	Х		х			
Camera or photographic supplies store.		One/200 sq. ft. floor area			Х	X	Х		х			
Clothing store: See "Apparel."												
Coin or stamp store.		One/200 sq. ft. floor area			Х	X	X		х			
Department store.		One/200 sq. ft. floor area			Х	X	X		X			

	SPECIAL P	ROVISIONS		CON	MMERO	CIAL DI	STRIC	ГS <u>5/</u>		INDUSTRIAL DISTRICTS			
PERMITTED USES	SPECIAL CONDITIONS (In addition to Section 7)	PARKING SPACES REQUIRED <u>1/</u> (See Sec. 7.4.2)	0 <u>6/</u> <u>7/</u>	C-2 <u>7/</u>	C-3	C-4 <u>8/</u>	C-5	C-6	C-7	M-1	M-2	M-3	
Furniture and home furnishings: retail sales, rental, repair, custom upholstering.		One/300 sq. ft. floor area			Х	Х	Х		Х				
Furrier shop, custom, including the incidental storage and conditioning of furs.		One/300 sq. ft. floor area			Х	Х	Х		Х				
Gift, novelty or souvenir store.		One/200 sq. ft. floor area			х	х	х		х				
Hobby supply store, art supply store.		One/200 sq. ft. floor area			Х	Х	Х		Х				
Jewelry store, including watch repair.		One/300 sq. ft. floor area			Х	Х	Х		Х				
Leather goods store.		One/200 sq. ft. floor area			Х	Х	Х		Х				
Music, musical instrument, and phonograph record store.		One/300 sq. ft. floor area			Х	Х	Х		Х				
Optical goods, retail sales.		One/300 sq. ft. floor area			Х	Х	Х		Х				
Paint and wallpaper store.		One/300 sq. ft. floor area			Х	Х	Х		Х				
Pawn shop		One/200 sq. ft. floor area			Х	Х	Х		Х				
Pet store.		One/200 sq. ft. floor			Х	Х	Х		Х				
Photographic equipment and supplies store.		One/300 sq. ft. floor area			Х	Х	Х		Х				
Second-hand store, rummage shop.		One/200 sw. ft. floor area			Х	Х	Х		Х				
Sewing machine sales, retail.		One/300 sq. ft. floor area			Х	Х	Х		Х				
Shoe store.		One/200 sq. ft. floor area			Х	Х	Х		Х				
Sporting goods store.		One/200 sq. ft. floor area			Х	Х	Х		Х				
Stationery store/Letter shop		One/300 sq. ft. floor area			X	X	X		X				
Television, Radio, Computer, Telephone; Sales, Service, Repair, Rental.		One/200 sq. ft. floor area		X	Х	Х	Х		Х				

#### FOOTNOTES:

1.	Off street parking is not required in the C-4 District.
2.	This use shall not be permitted if it is to be located within 200 feet of any residentially zoned area, with an exception to allow uses within 200' of an RA district if those uses are allowed within the RA District.
3.	Special Use Permit shall be required for such use where located in an M-2 District.
4.	In the O (Office) District, each zoning lot is permitted one freestanding sign not exceeding ten square feet of display surface area located no closer than ten (10) feet to any right-of-way line, and no closer than 25 feet to any residential district boundary.
5.	A Supplemental Designation PUD is required when requesting an Office, Commercial or Industrial Zoning District Designation (see Section 7.6)
6.	See additional regulations on Site Development Plans for Office Zoning District in Section 5.1.1.
7.	No outdoor storage or display of materials or goods. See Section 7.4.3.5
8.	See additional regulations on development within the C-4, Downtown Commercial Zoning District in Section 5.1.4.

## 10. Zoning Bulk and Area Table 6.3

#### TABLE 6.3 – INDUSTRIAL DISTRICT BULK REGULATIONS

<u>**Table 6.3**</u> – <u>**Industrial District Bulk Regulations:**</u> No lot or yard shall be established in any Industrial district that does not meet the minimum requirements set forth in the following table. No building or structure shall be erected or enlarged in any residential district that does not meet the minimum requirements for such district as set forth in the following table.

	LOT	LOT WIDTH	MAXIMUM	MAXIMUM HEIGHT 1/		REQUIRED YARDS, MINIMUM (FEET)			
						WHEN ABUTTING A STREET RIGHT OF WAY		WHEN ABUTTING OTHER PROPERTY LINES	
ZONING DISTRICTS	AREA, MINIMUM (Sq. Ft.)	AT FRONT BUILDING LINE	LOT COVERAGE %	STORIES	FEET	WHEN ACROSS STREET FOM RESIDENTIAL DISTRICT	WHEN ACROSS STREET FROM NONRESIDENTIAL DISTRICT	PROPERTY LINESWHENCROSSABUTTINGPROPERTY INPROPERTY INPROPERTY INANONRESIDENTIA	WHEN ABUTTING PROPERTY IN A NONRESIDENTIAL DISTRICT
M-1 Limited (Light) Industrial	10,000	100	40%	2.5	35	50	25	50	10
M-2 General (Medium) Industrial	15,000	100	50%	2.5	35	50	25	50	10
M-3 intensive (Heavy)	25,000	100	60%	6	75	50	25	50	10
IP Industrial Park	ustrial Park SEE SECTION 6.14								
FOOTNOTE: 1/ Where a building or structure exceeds the district maximum height regulations, there shall be two (2) feet of additional side yard required for each one 1 additional foot of height.									

### 11. Zoning Section 6.1.2

- Starch, glucose, dextrin manufacture;
- Stock yards;
- Storage of dismantled automobiles or any form of junk;
- Sugar refining;
- Acid manufacturing for wholesale;
- Tallow, grease or lard manufacture or refining;
- Tanning or curing of leather, raw hides or skins, or storage of raw hides or skins;
- Tar roofing or tar waterproofing manufacture;
- Wool scouring, hair manufacture;
- Yeast manufacture for wholesale;
- Trades, industries, or uses having moderately offensive emissions of odor, heat, smoke, noise, vibration or other objectionable environmental influences.
- Similar uses not elsewhere classified.

6.1.1.4 *M-1 District Bulk Regulations*. Zoning District Bulk Regulations for the M-1 District are set forth in Table 6.3.

- 6.1.1.5 Use Conditions.
  - A. All uses included in the M-l District which are located within 300 feet of an R District shall be conducted within enclosed buildings.
  - B. All uses permitted in the M-l District, when located on a lot which is abutting an R District, shall be screened from the abutting R District by the erection and maintenance of a screening wall or fence along the lot line or lines in common with the R District.

#### 6.1.2 M-2 General Industrial District (Medium)

6.1.2.1 *Purpose*. The M-2 District is designed to group together a wide range of industrial uses which may produce moderately objectionable environmental influences in their operation or appearance.

6.1.2.2 *Description*. Manufacturing and industrial uses having moderately offensive emissions of odor, heat, noise, vibration or other objectionable environmental influences.

6.1.2.3 Permitted Uses. Non-manufacturing uses as set forth in Table 6.2 as a permitted use in M-2 Districts.

All industrial and manufacturing uses except the following:

- Auto salvage;
- Chlorine or hydrochloric, nitric, picric, sulphurous, sulfuric acid or ammonia manufacture;
- Distillation of bones;
- Explosive manufacture or storage;
- Fat rendering;
- Fertilizer manufacture from mineral or organic materials;
- Garbage, offal, or dead animal reduction or dumping;
- Glue manufacture;
- Junk yard;
- Petroleum refining;
- Refuse dump;
- Salvage yards, NEC;
- Slaughter of animals;
- Smelting;
- Stockyard;
- Storage of dismantled automobiles or any form of junk;
- Trades, industries, or uses that have heavily objectionable emissions of odor, heat, smoke, noise, vibration or other consequential environmental influences.
- Similar uses not elsewhere classified.

6.1.2.4 *M-2 District Bulk Regulations*. Zoning District Bulk Regulations for the M-2 District are set forth in Table 6.3.

6.1.2.5 Use Conditions.

- A. The uses permitted in the M-2 District which are located within 300 feet of an R District shall be conducted within enclosed buildings other than incidental storage of vehicles, equipment and materials.
- B. The uses permitted in the M-2 District when located on a lot which is abutting an R District shall be screened from the adjacent R District by the erection and maintenance of a screening wall or fence along the lot line or lines in common with the R District.
- 6.1.3 *M-3 Intensive Industrial District (Heavy)*

6.1.3.1 Purpose. The M-3 District is designed to provide areas for manufacturing and other industrial activities which may constitute substantial environmental influences or hazards.

*6.1.3.2 Description.* Manufacturing and industrial uses having substantial objectionable emissions of odor, heat, smoke, noise, vibration or other consequential environmental influences.

6.1.3.3 Permitted Uses. Non-manufacturing uses as set forth in Table 6.2 as a permitted use in M-3 Districts. Manufacturing or Industrial uses not elsewhere classified.

6.1.3.4 District Bulk Regulations. Zoning District Bulk Regulations for the M-3 District are set forth in Table 6.3.

6.1.3.5 Use Conditions. None.

(Remainder of page left blank intentionally.)

# 12. Citizen Participation Summaries



26 March 2025,

- To: Greg Collins Special Projects Manager City of Bartlesville 401 S. Johnstone Ave. Bartlesville OK 74003 ph. (918) 338-4241 gscollins@cityofbartlesville.org
- From: Ryan Williams Ambler Architects 520 S. Osage Ave. Bartlesville OK 74003 ph. (918) 336-3512 rlw@amblerarchitects.com

Good afternoon,

Below is a summary of my conversations with BDA and Phillips 66 regarding our application to annex the property located at 408 US Hwy 60, Bartlesville OK 74003.

- Monday, 24 March 2025, 1:00 pm

I spoke with Jared Patton from BDA via teleconference. I told Jared we applied to annex the property currently owned by Lincoln Electric and Jared said BDA was very familiar with the property and had actually sold it to Lincoln Electric and they fully supported its annexation to the City of Bartlesville. That was really it, there were no questions since they previously owned the property and sold it to Lincoln Electric.

- Wednesday, 26 March 2025, 11:00 am

I spoke to Taylor McGee from Phillips 66 via teleconference. I explained that we applied for the property to be annexed and that process included us reaching out to neighbors to discuss and answer any questions they may have. Taylor said revitalizing and occupying the vacant buildings was a good thing for both the property and its neighbors. She added that if anything was need from her to just let her know and that she supported the annexation application.

Thank you, Ryan Williams Ambler Architects



26 March 2025,

- To: Greg Collins Special Projects Manager City of Bartlesville 401 S. Johnstone Ave. Bartlesville OK 74003 ph. (918) 338-4241 gscollins@cityofbartlesville.org
- From: Ryan Williams Ambler Architects 520 S. Osage Ave. Bartlesville OK 74003 ph. (918) 336-3512 rlw@amblerarchitects.com

Good afternoon,

Below is a summary of my conversation with ODOT regarding our application to annex the property located at 408 US Hwy 60, Bartlesville OK 74003.

- Wednesday, 26 March 2025, 5:00 pm

I spoke to Michael Holloway from ODOT via telephone. I explained that we applied for the property to be annexed and that process included us reaching out to neighbors to discuss and answer any questions they may have. Michael asked if we were changing any drainage patterns, ingress or egress patterns, or changes in use? I replied that we were not and the current owner planned to use the property as it had been in the past. Michael also asked to see the boundaries of the proposed annexation and also asked if the State rules regarding annexation would be followed. He mentioned he would like to speak to Greg Collins regarding this as well. Michael seemed to be in support of this as long as State standards were met.

Thank you, Ryan Williams Ambler Architects



## CITY OF BARTLESVILLE VOLUNTARY ANNEXATION APPLICATION

Instructions: This application is for property owners requesting voluntary annexation into the City of Bartlesville. Please complete all sections and attach all required documents. Incomplete applications may result in delays in processing. Return the completed application to the Bartlesville City Clerk's Office.

Property Owner Name(s)	Matthew Leff (Dinner Out LLC)
Mailing Address	947 Lehigh Ave
City, State, ZIP Code	Union, NJ 07083
Phone Number	908-688-2900 ex 247
Email Address	pvallone@le1949.com

#### SECTION 2: PROPERTY INFORMATION

Property Address	(Tower 406 W HWY 60) (Manufacturing Building 408 W HWY 60) Bartlesville OK 74003
Legal Description of Property (Attach separate sheet if necessary)	3-26-12 COMM AT SW/C-E 52.1' TO POB-E 819.36'-N 1335.61' TO N LN SW SW-W 892.66' TO W LN SEC-S 1260.7'-E 39.1'-S 28 32 E 27.3'-S 50' TO POB
Parcel Number(s)	SUBDIVISION: 03-26-12 RURAL, S-T-R: 03-26N-12E
Total Acreage of Property	27.015
<b>Current Zoning Classification</b>	(CI) COMM. IMPR.
Proposed Use of Property	Electrical Manufacturing

Are there any existing structures? X Yes □ No

Is the property currently used for agricultural purposes? 

Yes 
No X

#### SECTION 3: PETITION FOR VOLUNTARY ANNEXATION

We, the undersigned, represent the owners of the property described in this application and hereby petition the City of Bartlesville to annex the described territory into the municipal limits.

By signing below, we certify that:

- This property is adjacent or contiguous to the existing corporate limits of the City of Bartlesville.

- We represent at least three-fourths (34) of the registered voters and three-fourths (34) in value of the property owners within the area proposed for annexation.

- We understand that the City of Bartlesville may require a service plan for the provision of municipal services (e.g., water, sewer, fire protection) to the annexed area.

Signature(s) of Property Owner(s):

Date: 2 - 21 -

#### SECTION 4: REQUIRED ATTACHMENTS

- Map or Plat of the Property: Attach a detailed map or plat showing the boundaries of the property proposed for annexation.
- Proof of Ownership: Attach documentation proving ownership of the property (e.g., deed or property tax records).
- List of Registered Voters (if applicable): Provide a list of registered voters in the territory proposed for annexation (if different from property owners).
- Service Plan (if applicable): Attach a service plan or any proposals for the extension of municipal services to the annexed area, if required.

#### SECTION 5: ACKNOWLEDGMENT OF ANNEXATION CONDITIONS

We understand that the City of Bartlesville will review this annexation application in accordance with Oklahoma State law and local regulations. The governing body will hold a public hearing to consider the annexation and may request additional information or modifications as part of the annexation process.

We agree to comply with any conditions set forth by the City as part of the annexation ordinance, including any requirements for the provision of municipal services.

Judat Date:

Signature(s) of Property Owner(s):

#### SECTION 6: CITY USE ONLY (DO NOT WRITE BELOW THIS LINE)

Date Application Received	3/4/2025			
Application Reviewed By	Gregory S. Collins			
Public Hearing Scheduled Date	Planning Commission: 4/22/2025; City Council: 5/5/2025			
Ordinance Adopted (Y/N)				
Date of Ordinance Adoption				
Filed with County Clerk (Y/N)				

Submit Completed Applications To:

City of Bartlesville Clerk's Office Address: 401 S. Johnstone Ave, Bartlesville, OK 74003 Phone: (918) 338-4282 Email: <u>cityclerk@cityofbartlesville.org</u>



#### VOLUNTARY ANNEXATION PROCEDURE CHECKLIST

This checklist provides a step-by-step guide to ensure compliance with Oklahoma's voluntary annexation process.

#### **1. PETITION FOR ANNEXATION**

- $\overline{X}$  Ensure petition is signed by at least three-fourths (34) of registered voters in the territory.
  - DATE: <u>3/31/2025</u>
- K Ensure petition is signed by the owners of at least three-fourths (3/4) in value of the property to be annexed.
  - DATE: 3/31/2025
- $\mathbf{X}$  File the signed petition with the governing body of the municipality.
  - DATE: 4/7/2025

#### 2. PUBLIC NOTIFICATION

0

- X Publish the notice of the annexation petition in a newspaper of general circulation.
  - K Ensure publication is done once each week for two (2) consecutive weeks.
    - DATE 1: 4/12/2025
    - DATE 2: 4/19/2025
- 🕅 Verify that the notice includes:
  - $\circ$   $\overline{X}$  Description of the boundaries of the territory (map, legal description, or other designation).
  - $_{\circ}$  X Date, time, and place of the public hearing.
- X Provide copies of the notice to:
  - Owners of property in the annexed territory.
     DATE MAILED: <u>4/8/2025</u>
  - DATE MAILED: 4/0/2023

     Sales and Use Tay Division of the Oklahoma Ta
  - X Sales and Use Tax Division of the Oklahoma Tax Commission (if applicable).
    - DATE MAILED: 4/8/2025

### 3. PUBLIC HEARING

- X Schedule the public hearing on the proposed annexation after the notice period.
   DATE: Planning Commission: 4/22/2025; City Council: 5/5/2025
  - Ensure the hearing is scheduled no earlier than 14 days and no later than 30 days from the publication of the notice. (City Council Hearing)
- $\square$  Hold the public hearing to allow for discussion of the annexation petition.
- Allow property owners and other interested parties to present their views.

### 4. MUNICIPAL DECISION

- Pass an ordinance for annexation if approved by the governing body.
  - $_{\circ}$   $\Box$  Ensure the ordinance includes a full description of the annexed area.
  - $\circ$   $\square$  If applicable, incorporate any municipal service plans for the annexed area into the ordinance.

#### 5. POST-ANNEXATION FILING

- File a certified copy of the annexation ordinance with:
  - $\circ$   $\Box$  County Clerk.
  - $\circ$   $\square$  Ad Valorem Division of the Oklahoma Tax Commission.
    - DATE MAILED: \_\_\_\_\_
- Ensure an accurate map or plat of the annexed territory is included in the filing.

6. NOTIFICATION OF THE OKLAHOMA TAX COMMISSION

- Send a map and plat of the annexed territory to the Sales and Use Tax Division of the Oklahoma Tax Commission.
  - DATE MAILED: \_\_\_\_\_\_
- $\square$  Confirm that sales tax vendors within the annexed area are notified.
  - DATE MAILED: \_\_\_\_\_\_

7. POST-ANNEXATION MUNICIPAL SERVICES (IF APPLICABLE)

• Begin implementing municipal services (e.g., water, sewer, fire protection) as outlined in the ordinance.

• Ensure the service plan is completed within the timeframe specified in the ordinance (if applicable).

## 14. Petition for Annexation & Notice of Filing Petition



#### **PETITION FOR ANNEXATION**

Pursuant to Oklahoma State Statute Title 11, Section 21-105, I, Matthew Leff, acting on behalf of Dinner Out LLC, being the owner of all of the real property hereinafter described, do hereby request that the following described property be annexed into the corporate limits of the City of Bartlesville, said property to be zoned M-2 (General Industrial)/PUD:

27.015 acres, more or less, lying in the Southwest Quarter of the Southwest Quarter of Section 3, Township 26 North, Range 12 East of the Indian Base and Meridian, Osage County, Oklahoma, being more particularly described as follows, and more particularly identified in Exhibit A attached hereto and hereby made a part of this petition for annexation:

Commencing at the Southwest corner of said Section 3; thence North 89° 56' 35" East with the South line of Section 3, a distance of 52.1 feet to the Point of Beginning; Thence continuing North 89° 56' 35" East with the South line of said Section 3 a distance of 819.36 feet; Thence North 0° 03' 25" West 1335.61 feet to the point on the North line of the SW/4 SW/4 of said Section 3; Thence South 89° 52' 25" West with the North line of the SW/4 SW/4 of said Section 3 892.66 feet to a point on the West line of said Section 3; Thence South 0° 58' 00" East with the West line of said Section 3 a distance of 1260.7 feet; Thence North 89° 55' East a distance of 39.1 feet; Thence South 30° 43' 17" East a distance of 27.91 feet; Thence South a distance of 50 feet to the Point of Beginning.

The property is located and contained within an area that is contiguous to the corporate limits of the City of Bartlesville, Oklahoma, and the property does not lie within the corporate limits of any other municipality.

<u>Plan for Municipal Services</u>: I understand that the City of Bartlesville will provide and extend any required or necessary municipal services to the annexed property as needed to facilitate the development of the annexed land.

I, the undersigned, hereby submit this written petition in accordance with Oklahoma State Statute Title 11 and request that such property described above be annexed to the City of Bartlesville, Oklahoma. Also attached hereto is a map of the said property to be annexed showing its relationship to the corporate limits of the City of Bartlesville.

Dated this 31 day of March . 2025. BY: Matthew Leff Title: Momber Dinner Out, LI

STATE OF	w Jersey	)
COUNTY OF	Essex	) ss: )

[Seal]

On this <u>31</u> day of <u>March</u> \_\_\_\_\_, 2025, before me, a Notary Public, in and for said County and State, personally appeared Mathew Leff, to me known to be the identical person who executed the within and foregoing instrument, and acknowledged to me that he executed the same as his free and voluntary act and deed, for the purposes therein set forth.

Given under my hand and seal the day and year last above written.

Notary Public

DORIS GONZALEZ Notary Public, State of New Jersey My Commission Expires February 11, 2029 My commission expires: <u>February 11, 20</u>29



#### NOTICE OF FILING PETITION FOR ANNEXATION AND PUBLIC HEARING

TAKE NOTICE that DINNER OUT LLC has filed in the Office of the City Clerk a Petition for Annexation of certain real property, to be zoned M-2 General Industrial/PUD, described as follows:

A tract of land in the SW/4 SW/4 of Section 3, Township 26 North, Range 12 East of the Indian Base and Meridian, Osage County, Oklahoma, being more particularly described as follows:

Commencing at the Southwest corner of said Section 3; thence North 89° 56' 35" East with the South line of Section 3, a distance of 52.1 feet to the Point of Beginning; Thence continuing North 89° 56' 35" East with the South line of said Section 3 a distance of 819.36 feet; Thence North 0° 03' 25" West 1335.61 feet to the point on the North line of the SW/4 SW/4 of said Section 3; Thence South 89° 52' 25" West with the North line of the SW/4 SW/4 of said Section 3 892.66 feet to a point on the West line of said Section 3; Thence South 0° 58' 00" East with the West line of said Section 3 a distance of 1260.7 feet; Thence North 89° 55' East a distance of 39.1 feet; Thence South 30° 43' 17" East a distance of 27.91 feet; Thence South a distance of 50 feet to the Point of Beginning.

(Map of Tract shown in Exhibit A to this Notice)

The undersigned City Clerk has determined that said Petition is sufficient and in accordance with law, and declares that the hearing on said Petition and zoning (Case No. ANNX-0325-0003) is set before the Bartlesville City Council on the 5<sup>th</sup> day of May, 2025, at 5:30 PM, in the City Council Chambers of City Hall, 401 S. Johnstone Avenue, Bartlesville, Oklahoma.

All parties interested in the above matter are hereby notified that they may appear at said hearing on the date hereinabove stated and make known their desires.

Dated this 7th day of April, 2025.

Jason Muninger, CFO/City Clerk City of Bartlesville





15. Site Photos: 4/15/2025

### 3-story building, looking Northwest from Main Driveway



## 15. Site Photos: 4/15/2025 (cont'd)

1-story stucco building, looking west



1-story metal building, looking west



## 15. Site Photos: 4/15/2025 (cont'd)

Cypress trees at SW corner, looking NW



Cypress trees, looking north



Property along Wiley Post Rd; looking north/northeast



Cypress trees and drainage along west property line, looking north



## **EXHIBIT B:**

Ordinance, with Attachments

#### ORDINANCE NO.

#### AN ORDINANCE EXTENDING THE CORPORATE LIMITS OF THE CITY OF BARTLESVILLE, OKLAHOMA, AND DESIGNATING THE AREA INCLUDED IN SUCH EXTENSION; DESIGNATING THE WARD NUMBER AND ZONING OF SUCH AREA; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING THAT IF ANY PART OF PARTS HEREOF BE HELD INVALID OR INEFFECTIVE, THE REMAINING PORTIONS SHALL NOT BE AFFECTED.

### NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF BARTLESVILLE, OKLAHOMA:

<u>Section 1</u>. That the corporate limits of the City of Bartlesville, Oklahoma, shall be and the same are hereby extended to include 27.015 acres, more or less, lying in the SW/4 SW/4 of Section 3, Township 26 North, Range 12 East of the Indian Base and Meridian, Osage County, Oklahoma, together with that portion of adjoining right-of-way for U.S. Highway 60 that lies within said Section 3 and the NW/4 NW/4 of Section 10, Township 26 North, Range 12 East of the Indian Base and Meridian Base and Meridian, Osage County, Oklahoma, all of which being more particularly described in Exhibit A.

Section 2. That the Council finds that the above described area is adjacent and contiguous to the present Corporate Limits of said City, and that such annexation has been requested by the owner of the acres to be annexed to the municipality; and that the annexation of said area would redound to the benefit of the City; and that the annexation of said area is authorized by the Statutes of the State of Oklahoma.

<u>Section 3</u>. That said above described area is hereby made a part of Ward 4 of the City of Bartlesville, Oklahoma, and said area is hereby zoned M-2/PUD, General Industrial, Planned Unit Development, said zoning more particularly described in Exhibit B, with PUD Site Development Plan at Exhibit C.

Section 4. If any part or parts hereof be held invalid or ineffective, the remaining portions shall not be affected.

Section 5. This ordinance shall be effective from and after its passage and publication according to law.

**PASSED** by the City Council and **APPROVED** by the Mayor of the City of Bartlesville, Oklahoma this 5<sup>th</sup> day of May, 2025.

Jim Curd, Jr., Mayor

ATTEST:

Jason Muninger, City Clerk

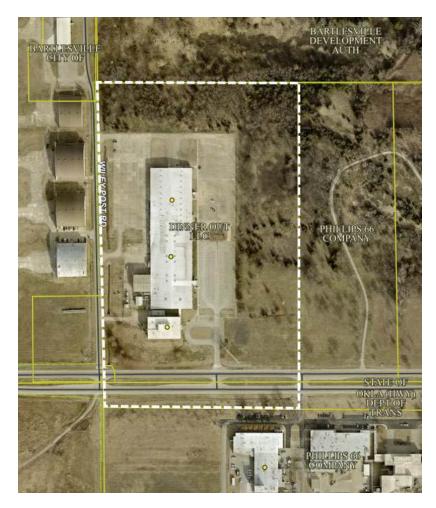
#### EXHIBIT A

Legal Description

A tract of land in the SW/4 SW/4 of Section 3, Township 26 North, Range 12 East of the Indian Base and Meridian, Osage County, Oklahoma, being more particularly described as follows:

Commencing at the Southwest corner of said Section 3; thence North 89° 56' 35" East with the South line of Section 3, a distance of 52.1 feet to the Point of Beginning; Thence continuing North 89° 56' 35" East with the South line of said Section 3 a distance of 819.36 feet; Thence North 0° 03' 25" West 1335.61 feet to the point on the North line of the SW/4 SW/4 of said Section 3; Thence South 89° 52' 25" West with the North line of the SW/4 SW/4 of said Section 3 a distance of 1260.7 feet; Thence North 89° 55' East a distance of 39.1 feet; Thence South 30° 43' 17" East a distance of 27.91 feet; Thence South a distance of 50 feet to the Point of Beginning,

together with that portion of adjoining right-of-way for U.S. Highway 60 that lies within said Section 3 and the NW/4 NW/4 of Section 10, Township 26 North, Range 12 East of the Indian Base and Meridian, Osage County, Oklahoma.



### EXHIBIT B

Zoning: M-2 General Industrial / PUD

#### Zoning Bulk Regulation Modifications/Allowances:

Allowance of the height of the existing 3-story building (estimated at approximately 56 feet, total, including rooftop equipment).

<u>**3-story building and land allowed uses**</u> are limited to the following: all Office uses allowed by right, marked "X" in the "O" column in Zoning Table 6.2:

- Altering, pressing, repairing of wearing apparel
- Automatic Teller Machine
- Clinic, dental, medical or osteopathic
- Construction building and/or yard, temporary, accessory
- Day Care Center, Commercial (Child or Adult)
- Heliport
- Laboratory, medical or dental
- Live/Work Unit
- Office: architectural, engineering, legal, or other professional; real estate, insurance
- Office for building contractor, not including yard or shop
- Office: medical, dental, osteopathic
- Off-street loading
- Off-street parking
- Park, playground, play field, public
- Photographic studio
- Residential use above first floor only
- Sign, accessory
- Sign, business, non-illuminated
- Sign, for sale, lease or rent

PLUS, the specific listed Commercial and other uses attached to the Site Development Plan. All other uses would be prohibited in the 3-story building and land.

<u>1-story stucco and metal building and land allowed uses</u>. All uses allowed by right and marked "X" in the "M-2" column in Zoning Table 6.2 and described in Zoning Section 6.1.2, **EXCEPT**:

- Automobile laundry (Car Wash)
- Contractor's yard (unenclosed)
- Sexually Oriented Business
- Sign, advertising, commercial including billboards
- Storage, enclosed mini-storage, travel trailer, boat and trailer storage
- Storage or Warehousing (unenclosed)

All allowed uses are restricted to indoors only.

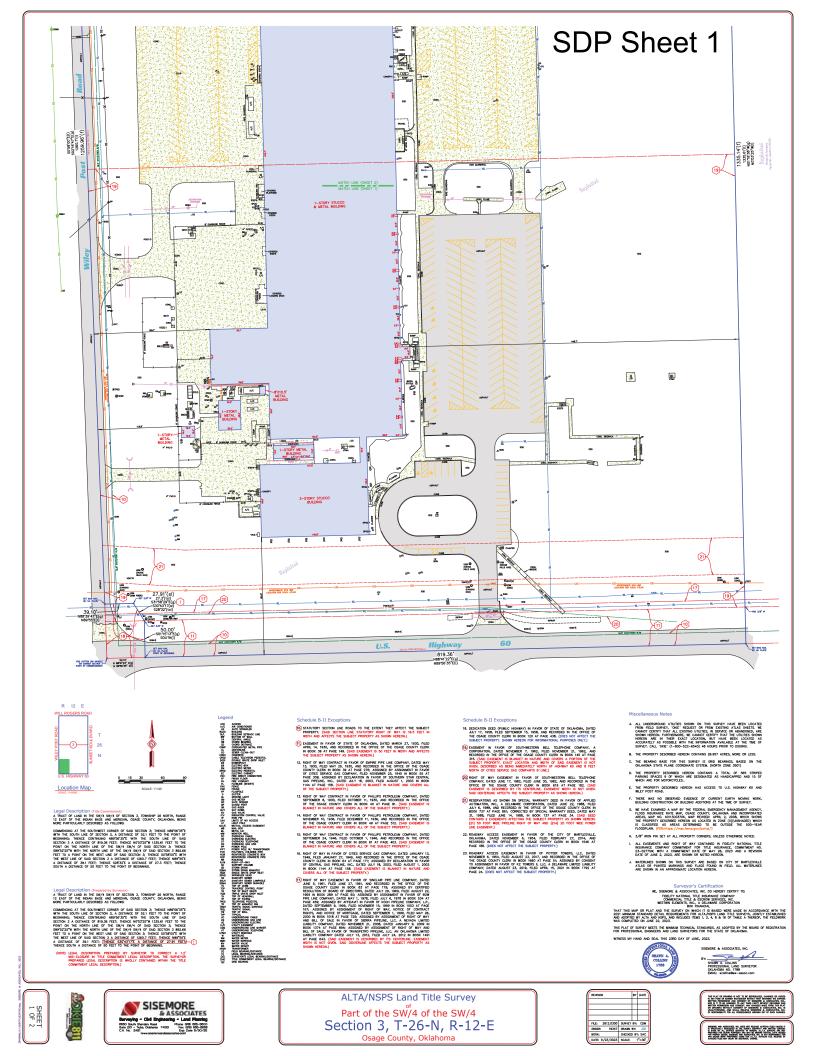
<u>Accessory Building Allowed Uses</u>. Accessory storage in the accessory buildings for the permitted uses in the 1-story and 3-story buildings.

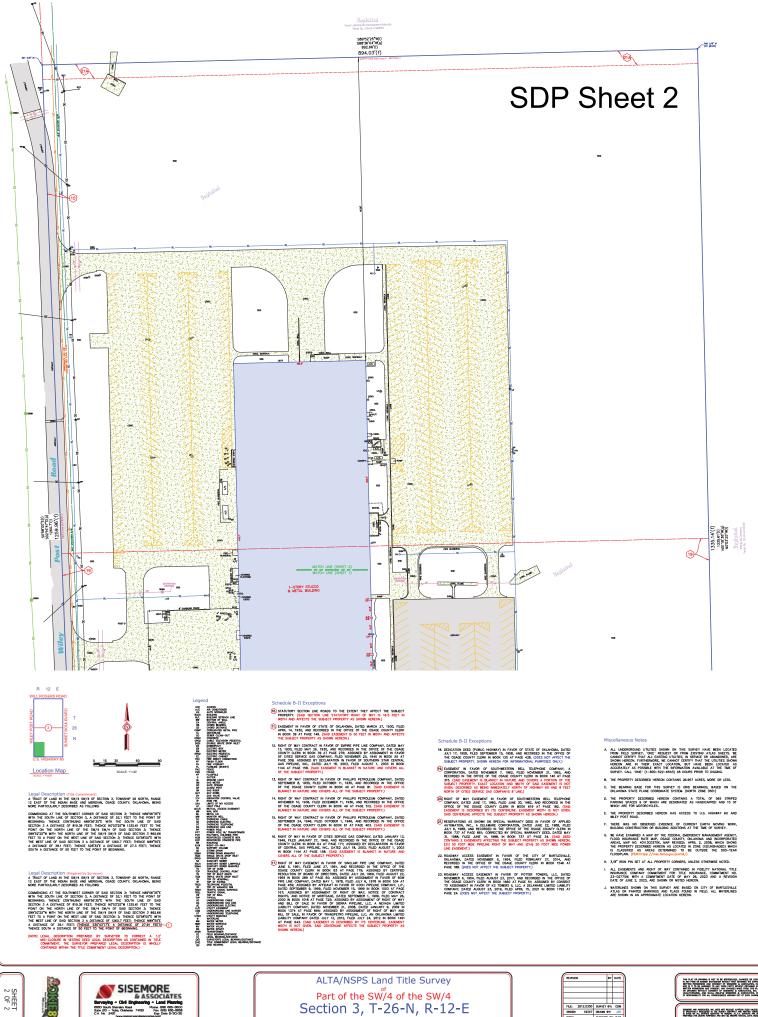
<u>**PUD Site Development Plan.</u>** See attached. Full-sized sheets available at City of Bartlesville, Community Development Department, Case File No. ANNX-0325-0003.</u>

- Residential protection screening along the west property line / Wiley Post Road is waived.
- Street Landscape Plan: Allowance of existing street landscaping as described in the PUD Site Development Plan.
- Off-Street Parking Lot Landscaping: Allowance of existing landscaping as described in the PUD Site Development Plan.

# EXHIBIT C

PUD Site Development Plan (SDP)



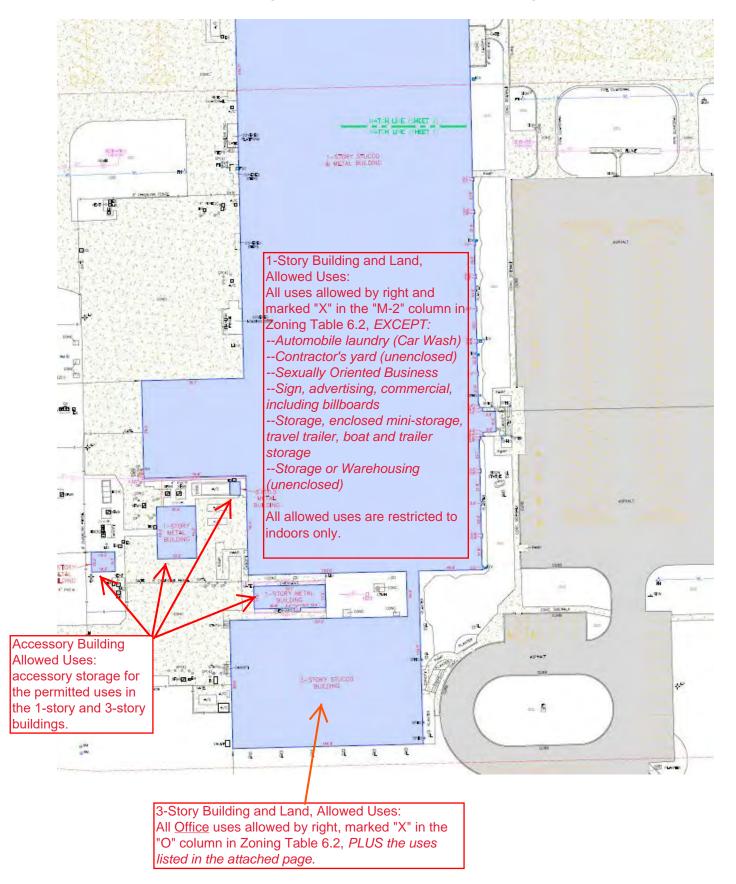


Part of the SW/4 of the SW/4 Section 3, T-26-N, R-12-E Osage County, Oklahoma

nıe:



# SDP Sheet 3: Uses Allowed in 3-story building & accessory buildings, and 1-story building (south)



# SDP Sheet 4: Additional Uses allowed in 3-story building

#### Additional Uses From Zoning Table 6.2, Allowed in the 3-Story Building and Land:

"Bank, savings and loan association, trust company"	"Printing or publishing, including engraving or photo engraving"
"Barber and beauty shop"	"Print or copy shop, photostating"
"Clinic, dental, medical or osteopathic"	"Restaurant, enclosed, with dancing and/or entertainment"
"Club or lodge whose chief activity is carried on as a business"	"Restaurant, enclosed, without dancing or entertainment"
"Club or lodge; private"	
"College or University"	"Radio broadcasting studio"
"Community building, public"	"Recording studio"
"Kindergarten, private"	"Rehabilitation center for handicapped persons"
"Laboratory, research or testing"	"School, commercial or trade when not involving any danger of fire or explosion nor of offensive noise, vibration, dust, odor, glare, heat or other
"Library or reading room, private"	objectionable noise"
"Library or museum: public or private, open to public" with or without charge	"School, commercial or trade; other"
"Loan office, other than pawn shop"	"Seamstress/Tailor shop"
"Mail order agency"	"Secretarial Service"
"Monastery, convent or similar institution of religious training"	"Studio/school for professional work or for the teaching of any form of fine arts, photography, music, drama, etc."
"Office: any other type"	"Television broadcasting facility, cable television facility"
"Optician; optometrist"	
"Photographic processing for other agencies"	Based on Zoning Section 6.2.4, Classification of Uses Not Listed, in the case where a use is not specifically listed herein, and is not specifically
"Physical culture & health services (commercial gymnasium, reducing sales, masseur, public baths)"	listed within Zoning Table 6.2, the Community Development Director shall classify the use based upon a comparison of other uses which most

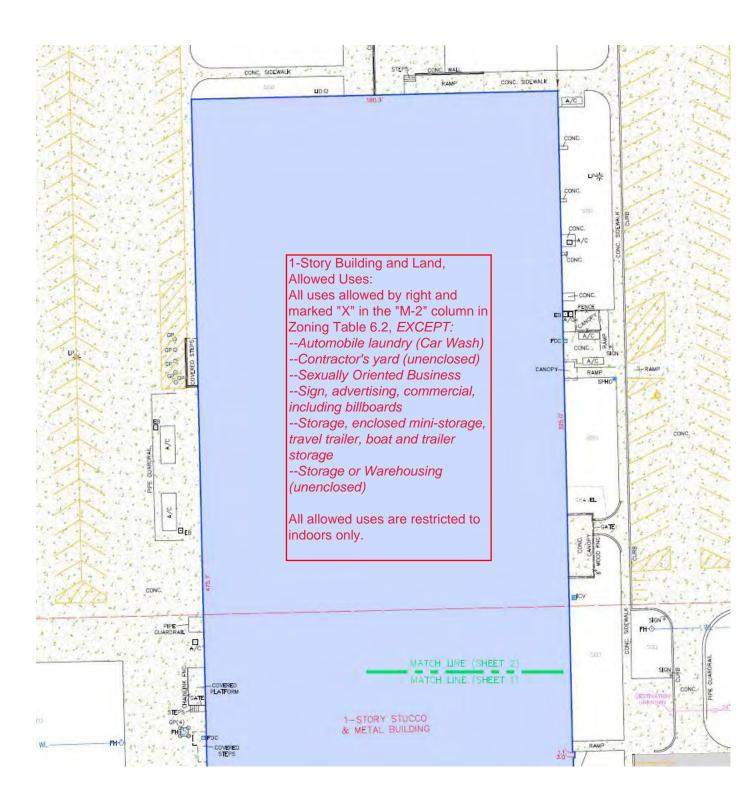
- --"Picture framing"
- --"Post office"

closely resemble the unlisted use, and shall determine the most appropriate district or districts (including this Planned Unit Development (PUD)

supplemental district designation), where such a

use shall be allowed.

# SDP Sheet 5: Uses Allowed in 1-story building (north)



# SDP Sheet 6: Landscaping Plan: Existing Trees and Vegetation: South



# SDP Sheet 7:

Landscaping Plan (cont'd) & Residential Protection Screening:

## Existing Trees and Vegetation: North

*Note*: Regarding street landscaping and Residential Protection Screening, the City Community Development Director may accept alternative plans and species that are noninvasive and that are proven suitable for the area, as identified by Oklahoma State University.

Tree maintenance note: maintain trees that are non-invasive, per Oklahoma State University guidance.



Agenda Item 11.

# CITY BUDGET

PUBLIC HEARING

FY 2025-26

# BUDGET PREPARATION SCHEDULE

March 8	Distribute Budget Preparation Packets to Directors
March 8	Directors verify personnel and line estimates
March 8-18	Directors prepare budget requests and submit to Finance Director
March 25-27	Directors Budget Meetings with City Manager
April 23	Submit Proposed Budget to City Council
April 27	Publish Budget Summary and Notice of Public Hearing (actual publish date was Sunday, May 28)
April 28	workshop meeting - City Council consideration of budget
May 5	Public Hearing on Budget and Budget Adoption (Legal Deadline is June 22)
June 30	Budget published and filed with State Auditor and City Clerk
July 1	New fiscal year begins

# CHANGES SINCE WORKSHOP

Removed from IT Professional Services \$ (100,000)

**Total allocation** 

\$ (100,000)

# BUDGET RECAP

## Revenue:

- Sales tax
  - Budget conservatively estimated based on 2025 Actuals with a 1.0% reduction applied
  - This equates to a \$232K reduction from actuals collected in FY 2025

## • Use Tax

- The City has chosen the conservative budget amount of \$4.7 million which is 2.0% reduction applied
- This equates to a \$100K reduction from actuals collected in 2025
- Utility rates effective July 1, 2025
  - Continuing the rate study effective for FY 2025
  - Estimated 4.9% rate increase for average residential customer in the fith year of implementation

# Personnel:

- A 2.5% COLA to be given to all employees
- A 2.5% Merit given to all eligible employees
- Addition of a 11 FTE's

# BUDGET ADOPTION RESOLUTION

Section 1. – adopts the budgeted amounts included in the document

• Sets the legal level of control at department within a fund

**Section 2.** – sets budget amendment authority for the City Manager during the year

• City Manager can adjust budgets within a fund (cannot alter reserves)

**Section 3.** – sets budget amendment authority for the City Council during the year

• City Council can increase budgets, transfers between funds, and alter reserves

**Section 4.** – re-appropriates all encumbrances that remain open at fiscal year end

 Re-encumbers all open purchase orders and increases budget to match the offset expense

# PUBLIC HEARING

Public hearing required for budgets adopted in accordance with the "Municipal Budget Act"

- BMA is formed under Title 60 as a Public Trust and does not require a public hearing
- City of Bartlesville's budget is adopted in accordance with the "Municipal Budget Act" and a public hearing is required

#### RESOLUTION \_\_\_\_\_

RESOLUTION ADOPTING FOR THE CITY A THE BUDGET OF **BARTLESVILLE**, OKLAHOMA FOR FISCAL YEAR 2025-26 AND ESTABLISHING BUDGET AMENDMENT AUTHORITY, AUTHORIZING THE CANCELLATION OF ENCUMBRANCES WHICH ARE NOT DUE AND PAYABLE AS OF JUNE 30, 2025, AND REAPPRORIATING AMOUNTS OF CANCELLED ENCUMBRANCES TO THE SAME FUND AND DEPARTMENT FOR FISCAL YEARS 2025-26.

WHEREAS, the City of Bartlesville, Oklahoma has adopted the provisions of the Oklahoma Municipal Budget Act (the Act) in 11 O.S. Sections 17-201 through 17-216; and

**WHEREAS,** the City Manager has prepared a budget for the fiscal year ending June 30, 2026 consistent with the Act; and

**WHEREAS**, the Act in Section 17-215 provides for the chief executive officer of the City, or designee, as authorized by the governing body, to transfer any unexpended and unencumbered appropriation from one department to another within the same fund; and

**WHEREAS**, the budget has been formally presented to the Bartlesville City Council at least thirty (30) days prior to the start of the fiscal year in compliance with Section 17-205; and

**WHEREAS**, the Bartlesville City Council has conducted a Public Hearing at least 15 days prior to the start of the fiscal year, and published notice of the Public Hearing in compliance with Section 17-208 of the Act; and

#### NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BARTLESVILLE, OKLAHOMA; that

Section 1. The City Council of the City Bartlesville does hereby adopt the FY 2025-26 Budget on the 6th day of May 2025 with total resources available in the amount of \$153,492,542 and total fund/departmental expenditure and reserve appropriations in the amount of \$137,295,533. Legal appropriations (spending/encumbering limits) are hereby established as follows: FUND & DEPARTMENT

2025-26 APPROVED

#### GENERAL FUND

#### General Fund:

City Council	\$ 23,700
Administration	1,513,256
Accounting and Finance	2,288,221
Legal	304,559
Building & Neighborhood Service	1,035,660
Building Maintenance	583,852
General Services	974,550
Cemetery	17,213
Community Development	789,045
Technical Services	1,788,997
Engineering	1,015,376
Fleet Maintenance	576,622
Fire	8,973,961
Police	10,901,009
Street	2,210,872
Library	1,886,511
History Museum	257,818
Park and Recreation	1,783,092
Transfers Out	3,901,595
Reserves	 1,288,490
Total General Fund	\$ 42,114,399

#### SPECIAL REVENUE FUNDS

#### Economic Development Fund:

Economic Development	\$ 5,337,203
E-911 Fund:	
Emergency Dispatch Reserves	\$ 1,672,869 21,360
Total E-911 Fund	\$ 1,694,229
Special Library Fund:	
Library	\$ 194,000

#### Restricted Revenue Fund:

General Services Cemetery Community Development Fire Police Street Park and Recreation Swimming Pools Golf Total Restricted Donations	\$	51,081 30,122 3,168 679 74,018 2,676 109,314 12,331 <u>60</u> 283,449
Golf Course Memorial Fund:		
Municipal Golf Course	\$	44,984
CDBG-COVID Fund:		
General Services	\$	485,000
Opiod Abatement Fund:		
Police	\$	244,818
ARPA Fund:		
Transfer to General	\$	1,232,952
Neighborhood Park Fund:		
Park and Recreation	\$	73,643
Cemetery Perpetual Care Fund:		
Cemetery	\$	18,398
Total Special Revenue Funds	\$	10,126,755
FUND & DEPARTMENT	A	2025-26 PPROVED
DEBT SERVICE FUN	ID	
Debt Service Fund:		
Judgments 2015 Combined Purpose Bonds 2018A Combined Purpose Bonds	\$	70,000 242,660 1,243,100

2015 Combined Purpose Bonds	242,660
2018A Combined Purpose Bonds	1,243,100
2018C Combined Purpose Bonds	310,875
2019A Combined Purpose Bonds	240,700
2019B Combined Purpose Bonds	103,500
2021A Combined Purpose Bonds	242,000
2022 Combined Purpose Bonds	1,435,150
2023 Combined Purpose Bonds	 1,007,075
Total Debt Service Fund	\$ 4,895,060

#### CAPITAL PROJECTS FUNDS

#### CIP - Sales Tax Fund:

Building and Neighborhood Services	\$ 290,000
Building Maintenance	6,000
General Services	575,000
Tech Services	371,100
Engineering	100,000
Fire	125,000
Police	742,960
Storm Sewer	794,500
Street	2,700,000
Park and Recreation	1,299,226
Airport	150,000
Unallocated	 798,921
Total CIP - Sales Tax	\$ 7,952,707

#### CIP - Wastewater Fund:

Wastewater Maintenance	\$ 75,000
Unallocated	 65,148
Total CIP - Wastewater	\$ 140,148

#### CIP - Wastewater Regulatory Fund:

CWWTP	\$ 215,000
Unallocated	161,393
Total CIP - Wastewater Regulatory	\$ 376,393

#### CIP - City Hall Fund:

General Services Unallocated	\$ 220,000 88,106
Total CIP - City Hall	\$ 308,106
CIP - Storm Sewer Fund:	
Storm Sewer	\$ 64,833
Unallocated	5,546
Total CIP - Storm Sewer	\$ 70,379
2014B G.O Bond Fund	
Unallocated	\$ 3,885

#### 2018B G.O Bond Fund

Storm Sewer	\$ 31,386

#### 2019B G.O Bond Fund

Storm Sewer	\$	300,000
Unallocated Total 2019B G.O. Bond	\$	22,278 322,278
2021A G.O Bond Fund		
Unallocated	\$	13,683
2022 G.O Bond Fund		
Street	\$	396,133
Park Total 2022 G.O. Bond	\$	80,000 476,133
2023 G.O Bond Fund		
General Services	\$	300,000
Fire	Ψ	169,815
Street		2,944,700
Park		320,000
Unallocated		429,279
Total 2023 G.O. Bond	\$	4,163,794
Total Capital Projects Funds	\$	13,858,892
ENTERPRISE FUND	S	
Wastewater Operating Fund:		
Wastewater Treatment Plant	\$	3,097,300
	Ψ	5,037,500
Wastewater Maintenance	Ψ	1,052,317
Wastewater Maintenance Transfers Out	Ψ	1,052,317 2,015,278
Wastewater Maintenance Transfers Out Reserves		1,052,317 2,015,278 96,602
Wastewater Maintenance Transfers Out	\$	1,052,317 2,015,278
Wastewater Maintenance Transfers Out Reserves		1,052,317 2,015,278 96,602
Wastewater Maintenance Transfers Out Reserves Total Wastewater Operating Water Operating Fund:	\$	1,052,317 2,015,278 96,602 6,261,497
Wastewater Maintenance Transfers Out Reserves Total Wastewater Operating		1,052,317 2,015,278 96,602
Wastewater Maintenance Transfers Out Reserves Total Wastewater Operating Water Operating Fund: Water Plant Water Administration Water Distribution	\$	1,052,317 2,015,278 96,602 6,261,497 5,166,544 464,959 2,470,881
Wastewater Maintenance Transfers Out Reserves Total Wastewater Operating Water Operating Fund: Water Plant Water Plant Water Administration Water Distribution Transfers Out	\$	1,052,317 2,015,278 96,602 6,261,497 5,166,544 464,959 2,470,881 3,184,211
Wastewater Maintenance Transfers Out Reserves Total Wastewater Operating Water Operating Fund: Water Plant Water Administration Water Distribution Transfers Out Reserves	\$	1,052,317 2,015,278 96,602 6,261,497 5,166,544 464,959 2,470,881 3,184,211 253,961
Wastewater Maintenance Transfers Out Reserves Total Wastewater Operating Water Operating Fund: Water Plant Water Administration Water Distribution Transfers Out	\$	1,052,317 2,015,278 96,602 6,261,497 5,166,544 464,959 2,470,881 3,184,211
Wastewater Maintenance Transfers Out Reserves Total Wastewater Operating Water Operating Fund: Water Plant Water Plant Water Administration Water Distribution Transfers Out Reserves	\$	1,052,317 2,015,278 96,602 6,261,497 5,166,544 464,959 2,470,881 3,184,211 253,961
Wastewater Maintenance Transfers Out Reserves Total Wastewater Operating Water Operating Fund: Water Plant Water Plant Water Administration Water Distribution Transfers Out Reserves Total Water Operating	\$	1,052,317 2,015,278 96,602 6,261,497 5,166,544 464,959 2,470,881 3,184,211 253,961
Wastewater Maintenance Transfers Out Reserves Total Wastewater Operating Water Operating Fund: Water Plant Water Plant Water Administration Water Distribution Transfers Out Reserves Total Water Operating Sanitation Operating Fund: Sanitation Transfers Out	\$	1,052,317 2,015,278 96,602 6,261,497 5,166,544 464,959 2,470,881 3,184,211 253,961 11,540,556 3,965,404 2,866,594
Wastewater Maintenance Transfers Out Reserves Total Wastewater Operating Water Operating Fund: Water Plant Water Plant Water Administration Water Distribution Transfers Out Reserves Total Water Operating Sanitation Operating Fund: Sanitation Transfers Out Reserves	\$\$\$	1,052,317 2,015,278 96,602 6,261,497 5,166,544 464,959 2,470,881 3,184,211 253,961 11,540,556 3,965,404 2,866,594 148,414
Wastewater Maintenance Transfers Out Reserves Total Wastewater Operating <b>Water Operating Fund:</b> Water Plant Water Plant Water Administration Water Distribution Transfers Out Reserves Total Water Operating <b>Sanitation Operating Fund:</b> Sanitation Transfers Out Reserves Total Sanitation Operating	\$	1,052,317 2,015,278 96,602 6,261,497 5,166,544 464,959 2,470,881 3,184,211 253,961 11,540,556 3,965,404 2,866,594
Wastewater Maintenance Transfers Out Reserves Total Wastewater Operating Water Operating Fund: Water Plant Water Plant Water Administration Water Distribution Transfers Out Reserves Total Water Operating Sanitation Operating Fund: Sanitation Transfers Out Reserves	\$\$\$	1,052,317 2,015,278 96,602 6,261,497 5,166,544 464,959 2,470,881 3,184,211 253,961 11,540,556 3,965,404 2,866,594 148,414
Wastewater Maintenance Transfers Out Reserves Total Wastewater Operating Water Operating Fund: Water Plant Water Plant Water Administration Water Distribution Transfers Out Reserves Total Water Operating Sanitation Operating Fund: Sanitation Transfers Out Reserves Total Sanitation Operating Municipal Golf Course Fund: Golf Course	\$\$\$	1,052,317 2,015,278 96,602 6,261,497 5,166,544 464,959 2,470,881 3,184,211 253,961 11,540,556 3,965,404 2,866,594 148,414 6,980,412
Wastewater Maintenance Transfers Out Reserves Total Wastewater Operating Water Operating Fund: Water Plant Water Plant Water Administration Water Distribution Transfers Out Reserves Total Water Operating Sanitation Operating Fund: Sanitation Transfers Out Reserves Total Sanitation Operating Municipal Golf Course Fund: Golf Course Pro Shop	\$ \$	1,052,317 2,015,278 96,602 6,261,497 5,166,544 464,959 2,470,881 3,184,211 253,961 11,540,556 3,965,404 2,866,594 148,414 6,980,412 655,918 768,605
Wastewater Maintenance Transfers Out Reserves Total Wastewater Operating Water Operating Fund: Water Plant Water Plant Water Administration Water Distribution Transfers Out Reserves Total Water Operating Sanitation Operating Fund: Sanitation Transfers Out Reserves Total Sanitation Operating Municipal Golf Course Fund: Golf Course	\$ \$	1,052,317 2,015,278 96,602 6,261,497 5,166,544 464,959 2,470,881 3,184,211 253,961 11,540,556 3,965,404 2,866,594 148,414 6,980,412

#### Sooner Pool Fund:

Sooner Pool Reserves Total Sooner Pool	\$ 83,233 1,665 84,898
Frontier Pool Fund:	
Frontier Pool Reserves	\$ 103,945 2,079
Total Frontier Pool	\$ 106,024
Municipal Airport Fund:	
Airport	\$ 775,057
Reserves	 51,564
Total Municipal Airport	\$ 826,621
Total Enterprise Funds	\$ 27,256,335

#### INTERNAL SERVICE FUNDS

#### Workers' Compensation Fund:

Work Comp Claims	\$	400,000
Administration		30,000
Total Workers' Compensation	\$	430,000
Health Insurance Fund:		
Medical Claims	\$	5,338,008
Administration Fees		1,033,407
Total Health Insurance	\$	6,371,415
Auto Collision Fund:		
Auto Collision Claims	\$	443,559
Total Auto Collision	\$	443,559
Stabilization Reserve Fund:		
General Fund Reserve	\$	10,630,605
Wastewater Fund Reserve		1,431,780
Water Fund Reserve		2,410,648
Sanitation Fund Reserve		1,524,010
Total Stabilization Reserve	\$	15,997,043
Capital Reserve Fund:		
General	\$	3,071,560
Wastewater		1,645,000
Water		9,820,000
Sanitation		1,257,000
Total Capital Reserve	\$	15,793,560
Total Internal Service Funds	\$	20 025 577
Total internal Service Funds	Ψ	39,035,577

#### FIDUCIARY FUNDS

#### Mausoleum Trust Fund:

Mausoleum

\$ 8,515

- Section 2. The City Council does hereby authorize the City Manager to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2025-26, from one department to another within a fund, without further approval by the City Council. This however should not be construed as granting authority to the City Manager to transfer appropriations from a reserve without Council approval.
- Section 3. All supplemental appropriations or decreases in the total appropriations of a fund or any transfer of appropriations from a reserve shall be adopted at a meeting of the City Council.
- **Section 4.** All encumbrances of any fund, exclusive of amounts due and payable as of June 30, 2025 are hereby cancelled and the amounts of said encumbrances are authorized to be added to the appropriations contained in the FY 2025-26 budget and the same amounts re-encumbered to be paid upon receipt of goods or services during FY 2025-26.

# APPROVED BY THE CITY COUNCIL AND SIGNED BY THE MAYOR OF THE CITY OF BARTLESVILLE THIS 5<sup>th</sup> DAY OF MAY, 2025.

Mayor

ATTEST:

**City Clerk** 

# CITY OF BARTLESVILLE, OKLAHOMA 2025-2026 BUDGET



**Prepared by:** 

Mike Bailey City Manager Jason Muninger CFO/City Clerk

Alicia Shelton Finance Supervisor PAGE LEFT BLANK INTENTIONALLY

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# **INTRODUCTION**



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# CITY OF BARTLESVILLE

2025-26 Operating Budget

### CITY OFFICIALS

**Tim Sherrick** Council Member Ward 1 *Term Expires: November 2026* 



Larry East Council Member Ward 2 Term Expires: November 2026



Jim Curd Mayor Ward 3 Term Expires: November 2026



Aaron Kirkpatrick Council Member Ward 4 Term Expires: November 2026



Trevor Dorsey Vice Mayor Ward 5 Term Expires: November 2026



### **CITY OF BARTLESVILLE**

2025-26 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

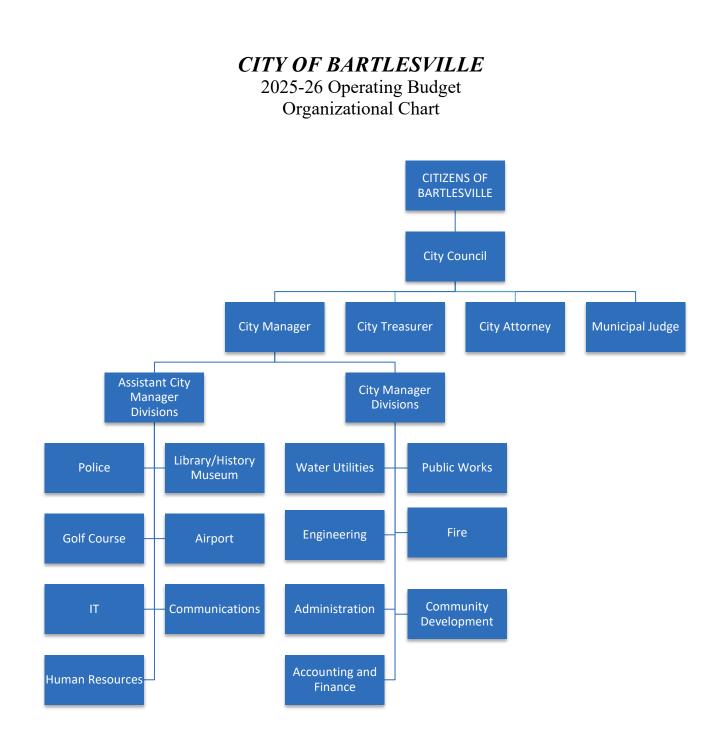
#### TEAMWORK

working together for positive results

#### **MANAGEMENT STAFF:**

City Manager Asst. City Manager CFO/City Clerk Human Resources City Attorney Municipal Judge **Community Development** Water and Wastewater Engineering Fire Chief Golf Course Library/History Museum **Police Chief Public Works Chief Communications Officer** Airport

Mike Bailey Laura Sanders Jason Muninger **Robin Betts** Jess Kane Alan Gentges Larry Curtis Terry Lauritsen **Micah Siemers** Harold Call Charles Roadman Kiley Roberson Kevin Ickleberry Keith Henry Kelli Williams Michael Richardson



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



April 13, 2025

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

Mayor Curd 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, 2025 and ending June 30, 2026 (FY 2025-26). 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. The uncertainty surrounding tariffs and potential inflationary impacts makes even the near future difficult to predict. However, Bartlesville's economy has remained relatively stable with positive indicators in population, job, sales tax, and use tax growth. Additionally, with of our Bartlesville NEXT strategic plan, our path forward has never been clearer.

In the next several months, we will finalize the newest version of our Bartlesville NEXT plan and develop additional goals to continue improving our community and organization. Funding for initiatives from our current plan and reserves for initiatives for our future plan are both include in this budget.

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.

## <u>Revenue</u>

#### 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 2025-26, our main revenue concern, as it is in most other years, is sales tax. The performance of sales tax the last several years has been historic, and we expect to finish the year about \$47 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 tariffs have on the overall economy and will it once again spark inflation?
- Will the combination of all of these factors (tariffs, 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 1.0% overall decline in sales tax from fiscal year 2024-25 to fiscal year 2025-26. This provides a \$232-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.

In fiscal year 2024-25, we estimated that use tax would provide about \$2.5 million total, but actual results have exceeded these early estimates. We now expect to receive about \$4.8 million in 2024-25. Based on these results, we are estimating \$4.7 million in Fiscal Year 2025-26 which is a 2.0% decrease.

## 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 final phase will go into effect with the fiscal year 2025-26 budget.

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

Water Rates:

- Water base rates will increase by about 6%
- Water incremental rates will not increase
- Water capital investment fees will increase by about 14%

#### Wastewater Rates:

- Wastewater base rates will increase by about 9%
- Wastewater incremental rates will increase by about 5%
- Wastewater capital investment fees will increase by about 7%

#### Sanitation Rates:

- Sanitation cart rates will not increase
- Sanitation commercial rates will increase by about 10%

On average, a residential customer can expect their utility bill to rise about \$5.53 per month for an increase of 4.9%.

#### **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 several years with the addition of a Schlotzsky's, Tropical Smoothie Café, Scooter's Coffee, HTeaO, Bricktown Brewery, Whataburger, Jimmy's Egg, 7 Brew Coffee, 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.

Primary job opportunities have also continued to improve over the last few years. 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 more growth in our housing stock than we've seen for many years, 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 116 lots in the Stone Branch addition and construction of new homes in this development is well underway. Most recently, the City Council approved a PUD (Planned Unit Development) for the Oakwood Addition of Oak Park. This development should provide nearly 100 new homes as well.

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.

## <u>Personnel</u>

#### Staffing Levels

The City's staffing level is budgeted to increase by eleven positions, but only four of these represent a service level change. The service level increase is for four firefighters for the fire department. Over the past few years, overtime has grown substantially in the Fire Department. The addition of these four positions will help to reduce overtime for the department, while also increasing the overall effectiveness of our department. The addition of these four firefighter per shift with one shift receiving two.

The remaining seven positions that are being added are all related to the City's assumption of Adams Municipal Golf. Previously the pro shop, driving range, and cart operation were all leased to the Golf Pro. The pro received all revenues and paid all expenses for this operation, including personnel. As we better align our course with industry best practices, we have assumed the full operation of the course which means we will receive all income but also pay all expenses, including personnel.

As a result, the personnel schedule for the Golf Course has been increased to include two assistant pros who will provide lessons and supervision of operations, 2.5 full time equivalents in part time employees for inside services and 2.5 full time equivalents for outside services. This is similar to the number of personnel employed by the former Golf pro for these same operations.

#### 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. Inflation over the last year has equaled approximately 2.5%. As a result, we are proposing a 2.5% COLA and 2.5% merit increase for all eligible employees.

We are still in negotiations with the fire and police unions, 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 \$1.1MM in the General Fund and \$291K 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 two years ago. These included an employee bonus program that provided \$250 per employee to be given in November 2025, 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. The Police union has opted into these programs for the employees they represent, but at this time, the Fire union has declined our offer to include employees that they represent. 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 \$1.65MM and our plan is now 94.30% 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:

	I	Required	Contribu					
Fiscal	Retiree	Defined		Less	City's	City's		FUNDED
Year	Medical	Benefit	Total	Employee	Required	Actual	UAAL	RATIO
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%
FY 2025-26	0.00%	22.00%	22.00%	6.00%	16.00%	17.00%	1,659,148	94.30%

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 remained relatively flat from \$935,439 in FY 2024-25 to \$936,317 in FY 2025-26.

In the current year, Staff is recommending that we contribute 1% more than is recommended in the "actuarial required contribution." The recommended employer's portion is 16.00% of covered payroll.

#### <u>Reserve Status</u>

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 2020 FY 2021		FY 2022		FY 2023		FY 2024		FY 2025		FY 2026			% of		
	Con	tributions	Со	ntributions	Con	tributions	Со	ntributions	Co	ntributions	Со	ntributions	Со	ntributions	Total Balance	Budget
General Fund	\$	471,846	\$	1,495,895	\$	538,879	\$	1,354,469	\$	901,017	\$	1,131,324	\$	726,763	\$ 10,630,605	27.9%
Wastewater		88,230		92,945		93,567		102,430		106,831		117,301		120,390	1,431,780	23.8%
Water		126,879		136,225		143,830		163,442		179,340		191,928		220,816	2,410,648	21.8%
Sanitation		80,501		88,396		95,244		102,302		104,586		110,390		116,706	1,524,010	26.1%
Total	\$	767,456	\$	1,813,461	\$	871,520	\$	1,722,643	\$	1,291,774	\$	1,550,943	\$	1,184,675	\$ 15,997,043	

The City's stabilization reserve policy calls for a contribution equal to 2% of the operating budget of these four funds until the maximum level is reached. The maximum level is defined as 35 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.

#### <u>Summary</u>

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.

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,

Min bai

Mike Bailey, CPA City Manager

# **COMMUNITY PROFILE**



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The City of Bartlesville is a charter city in the State of Oklahoma. The City has a population of 37,290 according to the 2020 US Census. The City is located in Washington County and encompasses 21.1 square miles at an elevation of 700 feet above sea level.



2025-26 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.

2025-26 Operating Budget Miscellaneous Statistics

<b>Municipal Full-Time Employment:</b> Total	354
Non-union	213
Union	141
Economic Information:	
Cost of living (when compared to national average) $^{3}$	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) $^2$	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
Wedian value (donars)	140,700
Hospital: <sup>3</sup>	
Number of hospitals	1
Number of licensed beds in hospital	137

2025-26 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	73
Number of firemen	70

# 2025-26 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

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

 <sup>&</sup>lt;sup>2</sup> Source – 2020 US Census
 <sup>3</sup> Source – Bartlesville Development Corporation (2024 website)

<sup>&</sup>lt;sup>4</sup> Source – 2020 US Census

2025-26 Operating Budget Community Calendar

May-October



Bartlesville's Farmer's Market

(pictures courtesy of Bartlesville Chamber of Commerce)

## <u>JUNE</u>



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)



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

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

Frank Lloyd Wright called this masterpiece the "tree that escaped the crowded forest" when he completed it for the H.C. Price International Pipeline Company in 1956. The **Price Tower** is Frank Lloyd Wright's only built skyscraper. The combination apartment-office building received the American Institute of Architects 25-year Award and is on the National Register of Historic Places. The Price Tower Arts Center offers a variety of traveling art exhibitions and permanent exhibitions on Wright, Bruce Goff and the Price Company and Tower. Recent renovations by architect Wendy Evans Joseph have created an upscale 21-room boutique inn called Inn at Price Tower. With the creation of this inn, Frank Lloyd Wright enthusiasts can have the opportunity to overnight in a Frank Lloyd



Wright building. Also on the premises and open for business is the Copper Restaurant & Bar, creating a fine dining experience for Bartlesville natives and visitors alike. Future plans for the Price Tower Arts Center include an expansion of their educational program. The Price Tower Arts Center has currently commissioned world-renowned architect, Zaha Hadid, to create the new complex that will adjoin the Price Tower, complementing the symmetrical design of Frank Lloyd Wright. The Price Tower is an architectural jewel that attracts visitors from around the world, not only for the architecture, but also for its world-class exhibitions.

Unity Square is a pet-friendly outdoor space located in Downtown Bartlesville featuring beautiful landscapes, 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 32room, Spanish style mansion has 14 bathrooms and 7 fireplaces. Construction was completed in 1932 and it served as the family home until Mr. Foster's death in 1939. After that time, La Quinta served, consecutively, as the home of a military school, Central Christian College and Central Pilgrim College. The Wesleyan Church now owns and operates Oklahoma Wesleyan

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

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



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

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.

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.

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

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

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



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

#### The first decade...

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

Frank knew that more needed to be done in order to position his company to take advantage of the promising crude oil and energy market. During

and after World War I, demand far outstripped supply and oil prices reached peak levels. By

the end of 1923, Phillips Petroleum Company's net daily production approximated 25,000 barrels of crude oil, 100,000 gallons of natural gasoline, and 24,000,000 cubic feet of natural gas.

Through the tireless efforts of Frank Phillips and his successors, such as K.S. Adams and others, Phillips Petroleum Company was able to expand upon Frank's vision of a vast Midwest territory to include nearly the entire continental United States. From its first uniquely styled cottage filling station which opened on November 19, 1927 in Wichita, Kansas,



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

the Phillips 66 brand has expanded to include more than 10,000 filling stations across the United States. Always at the forefront of innovation, the Phillips Petroleum Company has received more than 15,000 U.S. Patents to date.

#### The reformation...

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



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

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

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





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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2025-26 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>ths</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.

2025-26 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.

2025-26 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.

2025-26 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 <u>Audits of State and Local Government Units</u>. 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.

2025-26 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.

2025-26 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:

<u>General Fund</u> – 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:

<u>Economic Development</u> – 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  $\frac{1}{4}$ % sales tax.

 $\underline{\text{E-911}}$  – 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.

<u>Special Library</u> – 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 2025-26 Operating Budget Description of Funds (continued)

<u>Special Museum</u> – 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.

<u>Municipal Airport</u> – 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.

<u>Restricted Library Donation Fund</u> – 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.

<u>Restricted Revenues</u> – 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.

<u>Golf Course Memorial</u> – 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.

<u>CDBG-COVID</u> – 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.

<u>ARPA Fund</u> – 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.

<u>JAG</u> – 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.

<u>Opioid Abatement</u> – The Opioid Abatement Fund accounts for the receipt and expenditure of federal funds received from the Opioid Abatement Settlement and Grants.

# CITY OF BARTLESVILLE 2025-26 Operating Budget Description of Funds

(continued)

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

<u>Cemetery Perpetual Care</u> – 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  $12\frac{1}{2}$ % of all receipts from the sale of burial plots or interments at the Cemetery, donations, and investment earnings.

<u>Debt Service Fund</u> – 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:

<u>Capital Improvements: Sales Tax</u> – 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  $\frac{1}{2}$  cent sales tax issue that was extended in 2003. The major sources of current revenue for this fund are a  $\frac{1}{2}$ % sales tax and investment earnings.

<u>Capital Improvements: Park and Recreation</u> – 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 2025-26 Operating Budget Description of Funds (continued)

<u>Capital Improvements: Wastewater</u> – 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.

<u>Capital Improvements: Wastewater Regulatory</u> – 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.

<u>Capital Improvements: City Hall</u> – 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.

<u>Capital Improvements: Storm Sewer</u> – 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.

<u>Community Development Block Grant</u> – 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.

2025-26 Operating Budget Description of Funds (continued)

<u>2014B G.O Bond</u> – 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.

<u>2018B G.O Bond</u> – 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.

<u>2018C G.O Bond</u> – 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.

<u>2019A G.O Bond</u> – 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.

<u>2019B G.O Bond</u> – 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.

<u>2021A G.O Bond</u> – 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.

<u>2022</u> 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.

2025-26 Operating Budget Description of Funds (continued)

#### **PROPRIETARY FUND TYPES:**

#### Enterprise Funds:

<u>Wastewater</u> – 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.

<u>Water</u> – 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.

<u>Solid Waste</u> – 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.

<u>Adams Municipal Golf Course</u> – 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.

 $\underline{Sooner Pool}$  – 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

2025-26 Operating Budget Description of Funds (continued)

<u>Frontier Pool</u> – 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.

<u>Airport Operating</u> – 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:

<u>Workers' Compensation</u> – 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.

<u>Health Insurance</u> – 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.

<u>Auto Collision Insurance</u> – 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.

<u>Stabilization Reserve</u> – 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.

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

2025-26 Operating Budget Description of Funds (continued)

#### FIDUCIARY FUND TYPES:

### Expendable Trust Funds:

<u>Mausoleum Endowment Fund</u> – 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:

<u>Utility Deposit Fund</u> – 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.

2025-26 Operating Budget Description of Funds (continued)

<u>Municipal Court Bond Fund</u> – 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:**

<u>Bartlesville Development Authority</u> – 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.

<u>Bartlesville Redevelopment Trust Authority</u> – 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.

<u>Bartlesville History Museum Trust Authority</u> – 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.

<u>Bartlesville Library Trust Authority</u> – 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 2025-26 Operating Budget Description of Funds (continued)

<u>Bartlesville Adult Center Trust Authority</u> – 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.

<u>Bartlesville Community Center Trust Authority</u> – 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.

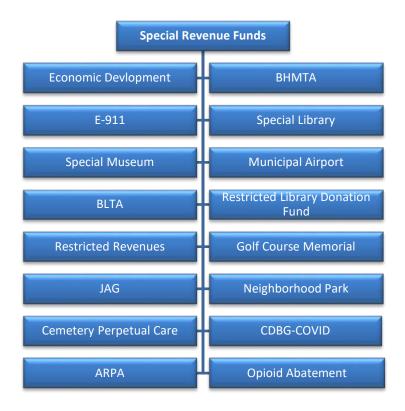
<u>Bartlesville Education Authority</u> – The Bartlesville Education Authority was created to assist the Bartlesville Public School District with financing and construction of a 9<sup>th</sup> grade center at the Bartlesville High School and the renovation of Central Middle School. The governing body 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.

<u>Bartlesville Municipal Authority</u> – 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 <u>is</u> 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** 2025-26 Operating Budget Fund Structure Charts

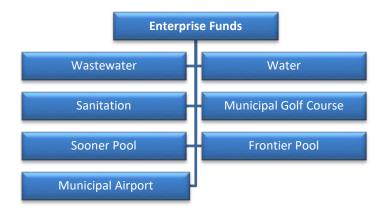


### CITY OF BARTLESVILLE 2025-26 Operating Budget Fund Structure Charts (continued)

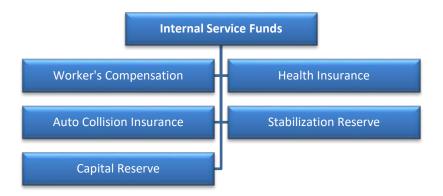


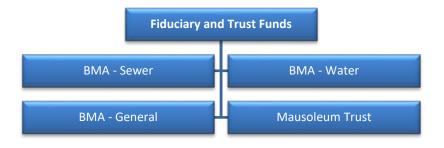
2025-26 Operating Budget Fund Structure Charts (continued)





### CITY OF BARTLESVILLE 2025-26 Operating Budget Fund Structure Charts (continued)





# 2025-26 Operating Budget Budget Calendar

<u>TARGET DATE</u>	<u>ACTIVITY</u>
March 7	Distribute Budget Preparation Packets to Directors
March 7	Directors verify personnel and line estimates
March 7 – March 17	Directors prepare budget requests and submit to Finance Director
March 24 – 27	Directors Budget Meetings with City Manager
April 24	Submit Proposed Budget to City Council
April 28	City Council Consideration of Budget
April 23	Publish Budget Summary and Notice of Public Hearing (actual publish date will be Sunday, April 27)
May 5	Public Hearing on Budget and Budget Adoption (Legal Deadline is June 23)
June 30	Budget published and filed with State Auditor and City Clerk
July 1	New fiscal year begins

# FINANCIAL SUMMARY



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### 2025-26 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 2019-20 to 2023-24 is presented below.

<b>REVENUE SOURCE</b>	TOTAL	AVERAGE	AVERAGE %
General Sales Tax Total	108,258,243	21,651,649	37.0%
Water Fees Total	60,457,464	12,091,493	20.7%
Sanitation Fees Total	32,332,862	6,466,572	11.1%
Wastewater Fees Total	26,697,989	5,339,598	9.1%
Ad Valorem Total	21,134,219	4,226,844	7.2%
Fees for Services (Other than Utilities) Total	11,876,728	2,375,346	4.1%
Franchise Fees Total	7,314,156	1,462,831	2.5%
Investment Earnings Total	6,484,589	1,296,918	2.2%
Fines & Fees Total	3,560,025	712,005	1.2%
Miscellaneous Total	4,433,896	886,779	1.5%
E-911 Total	2,643,426	528,685	0.9%
Hotel/Motel Tax Total	2,550,003	510,001	0.9%
County Motor Veh Tax Total	1,312,158	262,432	0.5%
Licenses & Permits Total	1,237,431	247,486	0.4%
Cigarette Tax Total	853,018	170,604	0.3%
State Alchohol Tax Total	939,359	187,872	0.3%
Fuel Tax Total	325,271	65,054	0.1%
TOTAL	292,410,837	58,482,169	100.0%

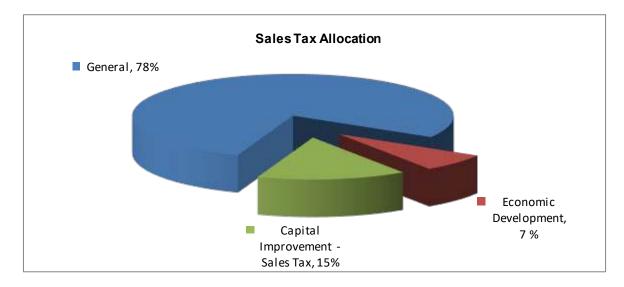
These revenue sources are used in conjunction with the residual fund equities to determine the amount available for operations. The top five revenue sources on average make up 85.1% of the total external recurring revenue used by the City to fund its operations. An analysis of these major sources of recurring revenue is presented in the following sections.

### 2025-26 Operating Budget Description of Major Revenue Sources (continued)

(All amounts in the following sections for the fiscal year 2024-25 consist of actual amounts as of February 28, 2025 projected to June 30, 2025.)

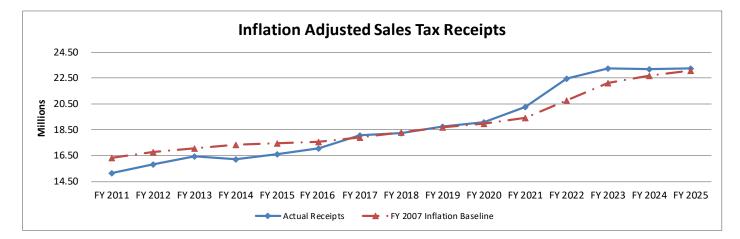
### SALES TAX

The 3.4% municipal sales tax has been and continues to be Bartlesville's largest source of recurring revenue, accounting for, on average, 37.0% 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 2025-26 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.

	Amount	Percent
Fiscal Year	Received	Increase
2021	20,330,758	
2022	22,480,003	10.57%
2023	23,241,859	3.39%
2024	23,195,621	(0.20%)
2025	23,243,024	0.20%
Total	112,491,265	13.96%
Average	22,498,253	3.49%

### Sales Tax Revenue Estimate Trend Analysis Method

2025-26 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.

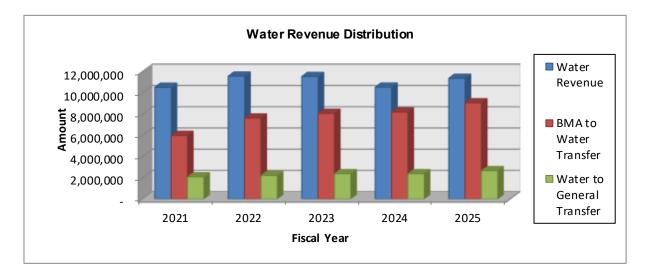
The City's most recent experience with sales tax shows great uncertainty. As shown on the Sales Tax trend chart there has been sizable growth. We feel that utilizing the trend analysis would be a bit aggressive on future year projections, so have chosen to budget a 1.0% decrease for the FY 2026. The results were a decrease of over \$232K from fiscal year 2024-25 to fiscal year 2025-26.

Using this scenario, the amount of sales tax revenue to be budgeted for fiscal year 2025-2026 is \$23,010,594. This amount will be available to the following funds based on the percentages previously discussed. The General Fund will receive \$17,934,728, the Capital Improvement – Sales Tax Fund will receive \$3,383,911 and the Economic Development Fund will receive \$1,691,955.

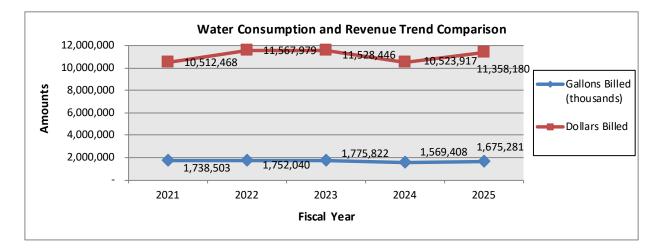
### WATER UTILITY REVENUES

The revenues received from the City of Bartlesville's water utilities are the City's second largest source of revenue, accounting for, on average, 20.7% 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.

### 2025-26 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.



### 2025-26 Operating Budget Description of Major Revenue Sources (continued)

### Water Utility Revenue Estimate Trend Analysis Method

		Percent		Percent
	<b>Gallons Billed</b>	Increase		Increase
<b>Fiscal Year</b>	(thousands)	(Decrease)	<b>Dollars Billed</b>	(Decrease)
2021	1,738,503		10,512,468	
2022	1,752,040	0.78%	11,567,979	10.04%
2023	1,775,822	1.36%	11,528,446	(0.34%)
2024	1,569,408	(11.62%)	10,523,917	(8.71%)
2025	1,675,281	6.75%	11,358,180	7.93%
Total	8,511,054	(2.73%)	55,490,990	8.92%
Average	1,702,211	(0.68%)	11,098,198	2.23%

The above analysis indicates that the City's water sales have decreased by .68% per year but revenue has increased by 2.23% 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 and part of FY 2025. 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 2025-26. There is minimal decrease in the volumetric rate, and a more modest increase to the water capital investment fee.

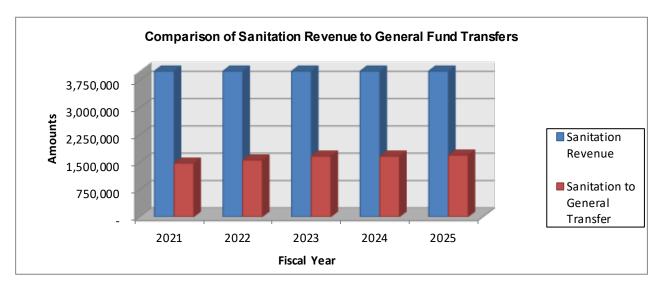
With the new changes included, the resulting amount of \$13,525,739 is the estimated water utility revenue for the City of Bartlesville. This amount also includes \$1,770,000 in capital investment fees that are not included in the analysis above.

#### 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 2025-26 Operating Budget Description of Major Revenue Sources (continued)

for, on average, 11.1% of all external recurring revenues; which makes it the fourth largest source of revenue for the City.



#### Sanitation Utility Revenue Estimate Trend Analysis Method

		Percent
	<b>Dollars Billed</b>	Increase
<b>Fiscal Year</b>	(actuals)	(Decrease)
2021	4,529,959	
2022	5,404,125	19.30%
2023	5,944,118	9.99%
2024	6,322,918	6.37%
2025	6,801,467	7.57%
Total	29,002,587	43.23%
Average	5,800,517	10.81%

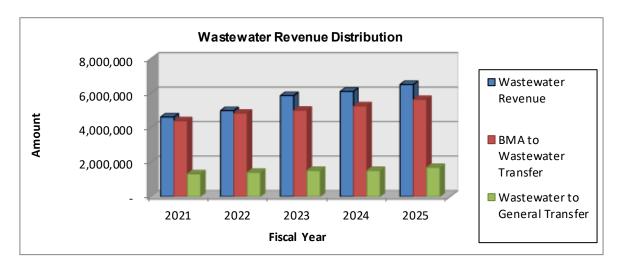
The above analysis indicates that the City's sanitation sales have increased on average 10.81% per year with almost all of that coming in FY 22. The City is utilizing the results from the current rate study to project \$6,708,226 for the 2025-26 fiscal year sanitation revenues.

2025-26 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, 9.1% of all external recurring revenues.

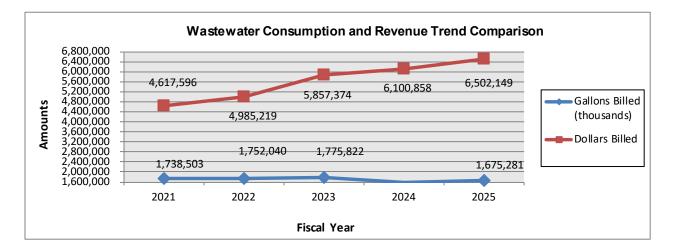
The amounts needed to fund the operations of the City's wastewater utility are transferred back to the City operated wastewater utility fund. From there, the revenues are used to fund the operation, maintenance, and improvement of the City's wastewater utility and also to provide operating transfers 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 fiveyear 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.

### 2025-26 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

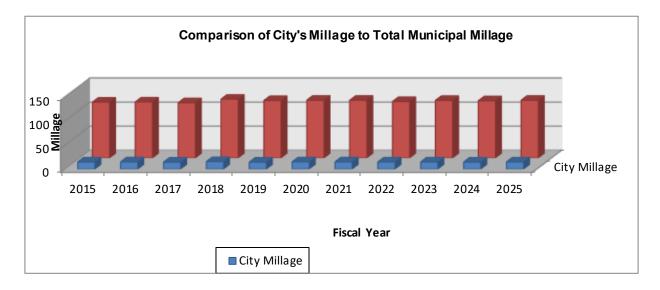
		Percent		Percent
	<b>Gallons Billed</b>	Increase		Increase
<b>Fiscal Year</b>	(thousands)	(Decrease)	<b>Dollars Billed</b>	(Decrease)
2021	1,738,503		4,617,596	
2022	1,752,040	0.78%	4,985,219	7.96%
2023	1,775,822	1.36%	5,857,374	17.49%
2024	1,569,408	(11.62%)	6,100,858	4.16%
2025	1,675,281	6.75%	6,502,149	6.58%
Total	8,511,054	(2.73%)	28,063,196	36.19%
Average	1,702,211	(0.68%)	5,612,639	9.05%

Utilizing the results of the comprehensive wastewater study, the City estimates that the new wastewater rates will generate \$9,594,487 in revenue. This amount also includes \$3,654,151 in capital investment fees that are not included in the analysis above.

2025-26 Operating Budget Description of Major Revenue Sources (continued)

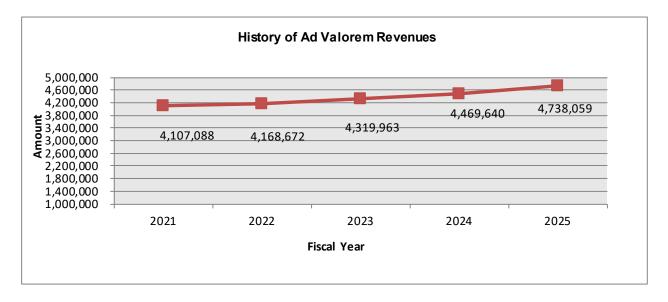
### AD VALOREM

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.



2025-26 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, 7.2% 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.

### 2025-26 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 2025-26 is considered to be the actual amount necessary to levy.

	Principal	Interest	Total
Bond Issue/Purpose	Requirement	Requirement	Requirement
2015 Combined Purpose Bonds	240,000	2,160	242,160
2018A Combined Purpose Bonds	1,140,000	102,600	1,242,600
2018C Combined Purpose Bonds	275,000	35,375	310,375
2019A Combined Purpose Bonds	220,000	20,200	240,200
2019B Combined Purpose Bonds	100,000	3,000	103,000
2021A Combined Purpose Bonds	230,000	9,200	239,200
2022 Combined Purpose Bonds	1,185,000	249,650	1,434,650
2023 Combined Purpose Bonds	765,000	241,575	1,006,575
Judgement	70,000		70,000
Totals	4,225,000	663,760	4,888,760
	Add: Financial Ag	gent Fees	4,500
	Balance to Levy	y	4,893,260

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

2025-26 Operating Budget All Funds Personnel Summary

PERSONNEL COUNTS BY FUND & DEPARTMENT	2023-24 ACTUAL FTEs	2024-25 BUDGETED FTEs	2024-25 ACTUAL FTEs	2025-26 BUDGETED FTEs
General Fund:				
Administration	8	8	8	8
Accounting and Finance	16	16.5	14	16.5
Legal	2.23	2.23	2.23	2.23
Building and Neighborhood Service	e 7.5	7.5	7.5	7.5
Building Maintenance	5	5	5	5
Community Development	5	5	5	5
Technical Services	4	5	5	5
Engineering	6	7.5	6	7.5
Fleet Maintenance	5	5	5	5
Fire	71	71	71	75
Police	79	84	83	84
Street	14	17.5	14	17.5
Library	18.15	18.7	16.7	18.15
History Museum	2.63	3.63	3.63	3.63
Park and Recreation	17	18	16	18
Total General Fund	260.51	274.56	262.06	278.01
E-911 Fund:				
Emergency Dispatch	15.7	19.7	16	20
Special Library:				
Library	1.13	1.13	1.13	1.13
Special Museum:				
Museum	1.23	0.79	0.79	0.79
Wastewater Fund:				
Wastewater Maintenance	8	11.5	10	11.5
Water Fund:				
Water Plant	13	15	12	15
Water Administration	2	2	2	2
Water Distribution	16	22	16	22
Total Water	31	39	30	39
Sanitation Fund:				
Sanitation	28	31.5	30	31.5
Golf Course Fund:				
Municipal Golf Course	3	5	5	12
Airport Fund:	-	-	-	
Municipal Airport	5	5_	5_	5_
Total Personnel	353.57	388.18	359.98	398.93

As explained more fully in the City Manager's Letter earlier in this document, there is an increase of 11 full time positions added to the budget. The new positions are; two golf teaching assistants, 2.5 FTE part-time pro-shop indoor services, 2.5 FTE part time pro-shop outdoor services, and four additional firefighters.

# 2025-26 Operating Budget All Funds Capital Expenditures Summary

EXPENDITURES BY FUND & DEPARTMENT	0	26 BUDGETED CAPITAL ENDITURES
Municipal Airport Fund: Airport	\$	8,654
Neighborhood Park Fund:		
Park and Recreation		73,643
CIP - Sales Tax Fund:		~~~~~
Building and Neighborhood Services		290,000
Building Mainenance		6,000
General Services Tech Services		575,000 371,100
		,
Engineering Fire		100,000 125,000
Police		742,960
Storm Sewer		794,500
Street		2,700,000
Park and Recreation		1,299,226
Airport		150,000
Total CIP - Sales Tax		7,153,786
CIP - Wastewater Fund:		
Wastewater Maintenance		75,000
CIP - Wastewater Regulatory Fund:		
Wastewater Treatment Plant		215,000
CIP - City Hall:		
General Services		220,000
CIP - Storm Sewer Fund:		
Storm Sewer		64,833
2018B GO Bond Fund:		
Storm Sewer		31,386
2019B GO Bond Fund:		
Storm Sewer		300,000
2022 GO Bond Fund:		000 400
Street		396,133
Park Total 2022 GO Bond		80,000
2023 GO Bond Fund:		476,133
General Services		300,000
Fire		169,815
Street		2,944,700
Park		320,000
Total 2023 GO Bond		3,734,515
Capital Reserve Fund:		-,,
General Fund		3,071,560
Chickasaw Wastewater Treatment Plant		320,000
Wastewater Maintenance		1,325,000
Water Plant		1,025,000
Water Distribution		8,795,000
Sanitation		1,257,000
Total Capital Reserve Fund		15,793,560
	\$	28,146,510

2025-26 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 \$15,000. Any item that meets the test of benefiting more than one fiscal year and exceeding \$15,000 in amount is considered a capital expenditure. Examples of capital expenditures include roads, vehicles, furniture, buildings, land, etc. Many capital expenditures are insignificant or routine, but there are usually several budgeted capital expenditures in a year that are not. A list of significant and non-routine capital expenditures is included below with a brief description of each.

Fund	Dept	Title	 Amount	Description
CIP - Sales Tax	General	Vehicles	\$ 300,000	General Fund Vehicle Replacement
CIP - Sales Tax	Street	Street Maintenance	\$ 1,500,000	Preventative Street Maintenance Projects
CIP - Sales Tax	Street	Improvements	\$ 1,200,000	Sunset Bridge Supplement
CIP - Sales Tax	Parks	Improvements	\$ 800,000	Downtown Landscape Improvements
CIP - Sales Tax	Airport	Improvements	\$ 150,000	FAA Grant Match
CIP - Wastewater	WWTP	Improvements	\$ 75,000	Replace Impeller/Wear Ring at RAW, Shawnee, and Tuxedo LS
2019B G.O. Bond Fund	Storm Sewer	8th Street	\$ 300,000	8th Street Storm Drain Rehab
2022 G.O. Bond Fund	Street	Improvements	\$ 396,133	Bridge Rehabilitation
2022 G.O. Bond Fund	Parks	Improvements	\$ 80,000	Douglass Park Shelter
2023 G.O. Bond Fund	General	Improvements	\$ 300,000	City Hall Window Replacement
2023 G.O. Bond Fund	Fire	Improvements	\$ 169,815	Stations 4 & 3 Roof Replacement
2023 G.O. Bond Fund	Street	Improvements	\$ 2,596,000	Concrete Panel and Mill/Overlays
2023 G.O. Bond Fund	Street	Equipment	\$ 220,000	Paint Striper
2023 G.O. Bond Fund	Parks	Improvements	\$ 100,000	Basketball Courts with Gaga Ball Pit

Total

\$ 8,186,948

### 2025-26 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.

	Capital Plan Summaries						Funding Su	mmaries	
Fiscal Year	v	Vastewater Plant	Wastewater Maint	Total		Revenue to p Res Fund	Debt Issued	Expenses	Cash Balance
2025	\$	5,056,419	83,267	5,139,686	\$	3,408,723	\$ -	5,139,686	11,364,667
2026		80,320,000	1,325,000	81,645,000		3,654,151	80,000,000	81,645,000	13,373,818
2027		750,000	3,055,000	3,805,000		3,654,151	-	3,805,000	13,222,969
2028		200,000	550,000	750,000		3,654,151	-	750,000	16,127,120
2029		20,000,000	400,000	20,400,000		3,654,151	20,000,000	20,400,000	19,381,271
2030		200,000	240,000	440,000		3,654,151		440,000	22,595,422
Total	<b>\$</b> 1	101,470,000	5,570,000	107,040,000	<b>\$</b> 1	8,270,755	<u>\$ 100,000,000</u>	107,040,000	

#### WASTEWATER - 5 YR CAPITAL PLAN & FUNDING SUMMARY

WASTEWATER - WASTEWATER PLANT - 5 YR CAPITAL PLAN DETAIL

		Number		
Fund/Dept Item Description		of Items	Co	st of Purchase
509-710	Engineering Design for WWTP Expansion	1	\$	250,000
509-710	Construction of WWTP Expansion	1	\$	80,000,000
509-710	Replace 1/2 ton trucks 4x4 (2012)	2	\$	70,000
509-710	Engineering Design Caney PS Corridor Imprmts (Limestone to	1	\$	750,000
509-710	Replace liner at Limestone FEB	1	\$	200,000
509-710	Construction of Caney PS Corridor Imprmts	1	\$	20,000,000
509-710	Replace Pumps at Tuxedo LS	1	\$	200,000
	509-710 509-710 509-710 509-710 509-710 509-710	509-710Engineering Design for WWTP Expansion509-710Construction of WWTP Expansion509-710Replace 1/2 ton trucks 4x4 (2012)509-710Engineering Design Caney PS Corridor Imprmts (Limestone to509-710Replace liner at Limestone FEB509-710Construction of Caney PS Corridor Imprmts	Fund/DeptItem Descriptionof Items509-710Engineering Design for WWTP Expansion1509-710Construction of WWTP Expansion1509-710Replace 1/2 ton trucks 4x4 (2012)2509-710Engineering Design Caney PS Corridor Imprmts (Limestone to1509-710Replace liner at Limestone FEB1509-710Construction of Caney PS Corridor Imprmts1	Fund/DeptItem Descriptionof ItemsConstruction509-710Engineering Design for WWTP Expansion1\$509-710Construction of WWTP Expansion1\$509-710Replace 1/2 ton trucks 4x4 (2012)2\$509-710Engineering Design Caney PS Corridor Imprmts (Limestone to1\$509-710Replace liner at Limestone FEB1\$509-710Construction of Caney PS Corridor Imprmts1\$

### 2025-26 Operating Budget All Funds Capital Expenditures Summary (continued)

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

Fiscal			Number of		
Year	Fund/Dept	Item Description	Items	Cost of Purchase	
2026	509-715	Replace Vactor truck with root foaming	1	\$	700,000
2026	509-715	Replace 1.25-ton with utility bed (2017)	1	\$	75,000
2026	509-715	Replace Excavator (replaces 2015 unit)	1	\$	200,000
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 flat bed truck (2014)	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	Sewer Line Point Repairs/Replacement (contract and m	1	\$	400,000
2030	509-715	Replace Dump Truck (10 wheel) - replaces 2014	1	\$	240,000

WATER - 5 YR CAPITAL PLAN & FUNDING SUMMARY

	Capital Plan Summaries				Funding Summaries					
Fiscal Year	W	ater Plant	Water Admin	Water Distribution	Total		Revenue to ap Res Fund	Debt Issued	Expenses	Cash Balance
2025	\$	1,313,345	70,137	680,319	2,063,801	\$	2,405,618	\$-	2,063,801	2,575,090
2026		1,025,000	-	8,795,000	9,820,000		1,770,000	8,000,000	9,820,000	2,525,090
2027		200,000	-	2,330,000	2,530,000		1,770,000	-	2,530,000	1,765,090
2028		-	-	675,000	675,000		1,770,000	-	675,000	2,860,090
2029		-	35,000	705,000	740,000		1,770,000	-	740,000	3,890,090
2030		_		930,000	930,000		1,770,000		930,000	4,730,090
Total	\$	<u>1,225,000</u>	35,000	<u>13,435,000</u>	<u>14,695,000</u>	\$	<u>8,850,000</u>	<u>\$ 8,000,000</u>	14,695,000	

WATER - WATER PLANT - 5 YR CAPITAL PLAN DETAIL

Fiscal			Number of		
Year	Fund	Item Description	Items	Cost	of Purchase
2026	510-720	Replace Polymer Skids at WTP	2	\$	175,000
2026	510-720	Replace Roof at WTP	1	\$	850,000
2027	510-720	Replace compact loader at WTP	1	\$	100,000
2027	510-720	Refurbish Transfer Pumps and Motors	1	\$	100,000

# **CITY OF BARTLESVILLE**

2025-26 Operating Budget

### All Funds Capital Expenditures Summary (continued)

# WATER - WATER ADMINISTRATION - 5 YR CAPITAL PLAN DETAIL

Fiscal		Number of			
Year	Fund	Item Description	Items	Cost of	f Purchase
2029	510-725	1/2 ton truck (replaces 2002 unit)	1	\$	35,000

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

Fiscal			Number of		
Year	Fund	Item Description	Items	Cos	t of Purchase
2026	510-730	Replace Automated Meter System	1	\$	8,000,000
2026	510-730	Replace Water Lines (contract and materials for staff)	4050 ft	\$	500,000
2026	510-730	Dump Truck (10 wheel) - replaces 2005 unit	1	\$	220,000
2026	510-730	1.25-ton utility bed truck (replaces 2017 unit)	1	\$	75,000
2027	510-730	Replace Water Line - Adams (between Quapaw and Hickory)	8000 ft	\$	1,500,000
2027	510-730	Dump Truck (10 wheel) - replaces 2005 unit	1	\$	230,000
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 flat bed truck (replaceds 2017 unit)	1	\$	75,000
2029	510-730	1.25-ton utility bed truck (replaces 2017 unit)	1	\$	80,000
2029	510-730	Replace Water Lines (contract and materials for staff)	4750 ft	\$	625,000
2030	510-730	1.25-ton utility bed truck (replaces 2017 unit)	1	\$	80,000
2030	510-730	Replace backhoe (replaces 2012 unit)	1	\$	200,000
2030	510-730	Replace Water Lines (contract and materials for staff)	4750 ft	\$	650,000

### 2025-26 Operating Budget All Funds Capital Expenditures Summary (continued)

#### SANITATION 5 YR CAPITAL PLAN

	Capital Plan Summaries		Funding Summaries			
Fiscal			Revenue to			Cash
Year	Sanitation	Total	Cap Res Fund	Debt Issued	Expenses	Balance
2025	\$ 2,160,800	2,160,800	\$ 880,000	\$ -	2,160,800	1,782,860
2026	600,000	600,000	880,000	-	600,000	2,062,860
2027	-	-	880,000	-	-	2,942,860
2028	600,000	600,000	880,000	-	600,000	3,222,860
2029	1,500,000	1,500,000	880,000	-	1,500,000	2,602,860
2030	50,000	50,000	880,000	<u> </u>	50,000	3,432,860
Total	<u>\$ 2,750,000</u>	2,750,000	\$ 4,400,000	<u>\$</u>	2,750,000	

### SANITATION 5 YR CAPITAL PLAN - DETAIL

Fiscal			Number of		
Year	Fund	Item Description	Items	Cos	t of Purchase
2026	511-750	Street Sweeper	2	\$	600,000
2028	511-750	Rear Load Refuse Truck	2	\$	600,000
2029	511-750	Poly Carts	25,000	\$	1,500,000
2030	511-750	1/2 Ton Truck	1	\$	50,000

### 2025-26 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, 2025. 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%.

### 2025-26 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:

### 2025-26 Operating Budget Debt Service Calculations and Information (continued)

#### General Obligation Bonds Debt Service Requirements

Fiscal Year	Principal	Interest	Total
2026	4,155,000	666,060	4,821,060
2027	3,915,000	554,250	4,469,250
2028	3,585,000	441,925	4,026,925
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	780,000	15,600	795,600
<b>Grand Total</b>	20,595,000	2,518,535	23,113,535

#### **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.

2025-26 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%.

### 2025-26 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:

Fiscal Year	Principal	Interest	Total
2026	2,587,613	542,779	3,130,392
2027	2,633,302	494,975	3,128,277
2028	2,679,108	446,280	3,125,388
2029	2,596,781	396,581	2,993,362
2030	2,516,000	350,427	2,866,427
2031	2,421,000	304,837	2,725,837
2032	2,322,000	262,942	2,584,942
2033	2,361,000	221,782	2,582,782
2034	2,401,000	179,852	2,580,852
2035	2,447,000	137,092	2,584,092
2036	2,897,780	93,402	2,991,182
Grand Total	27,862,584	3,430,949	31,293,533

#### BMA Revenue Bonds Debt Service Requirements

FUND & SOURCE		2023-24 ACTUAL		2024-25 BUDGET	E	2024-25 STIMATE		2025-26 APPROVED
		GENER	RAL F	UND				
General Fund:								
Sales Tax	\$	18,074,667	\$	17,869,148	\$	18,115,886	\$	17,934,728
Use Tax		4,818,896		4,513,154		4,796,897		4,700,959
Franchise Tax		1,535,953		1,656,600		1,445,819		1,454,200
Licenses & Permits		258,189		257,900		256,582		257,100
Intergovernmental		728,686		629,000		686,337		686,200
Charges for Services		1,472,197		1,304,800		1,514,519		1,473,013
Fines and Forfeits		620,369		679,200		450,817		483,000
Interest and Investment Income		2,115,465		150,000		2,200,000		1,760,000
Donations and Miscellaneous		263,677		101,200		214,361		180,700
Transfers In		6,561,228		6,549,579		6,549,590		7,911,123
Total General Fund	\$	36,449,327	\$	33,710,581	\$	36,230,808	\$	36,841,023
		SPECIAL RE	VEN	UE FUNDS				
Economic Development Fund:								
Sales Tax	\$	1,704,878	\$	1,685,769	\$	1,709,046	\$	1,691,955
Hotel-Motel Tax		205,677		195,700		191,824		191,800
Interest and Investment Income		255,740		, -		277,425		221,940
Donations and Miscellaneous		404		-		938		-
Total Economic Development	\$	2,166,699	\$	1,881,469	\$	2,179,233	\$	2,105,695
E-911 Fund:								
E-911 Service Tax	\$	14,367	\$	37,500	\$	-	\$	-
E-911 Wireless Fee	·	589,197		548,500	•	768,310	·	783,600
Charges for Services		2,400		2,400		2,400		2,400
Interest and Investment Income		9,729		-		22,777		18,222
Transfers In		586,603		778,435		778,435		426,828
Total E-911	\$	1,202,296	\$	1,366,835	\$	1,571,922	\$	1,231,050

FUND & SOURCE		2023-24 CTUAL		024-25 UDGET	E	2024-25 STIMATE		2025-26 PPROVED
Special Library Fund:								
Intergovernmental Interest and Investment Income Donations and Miscellaneous Transfers In	\$	55,825 24,380 23,703 107,687	\$	18,000 - - 70,000	\$	31,200 30,357 27,761 98,336	\$	- 24,286 100 70,000
Total Special Library	<u> </u>	211,595	Φ	88,000	<u> </u>	187,654	<u> </u>	94,386
Special Museum Fund: Interest and Investment Income Donations and Miscellaneous Total Special Museum	\$	10,820 46,285 57,105	\$ \$	-	\$	13,407 1,405 14,812	\$	10,726  
Municipal Airport Fund:								
Intergovernmental Interest and Investment Income Total Municipal Airport	\$	89,151 <u>6,043</u> 95,194	\$	737,000	\$	1,835,317 <u>10,818</u> 1,846,135	\$	- 8,654 8,654
Restricted Library Donation Fund:						<u> </u>		
Donations and Miscellaneous	\$	31,299	\$	-	\$	36,648	\$	29,318
Restricted Revenue Fund:								
Donations and Miscellaneous	\$	87,808	\$		\$	113,823	\$	
Golf Course Memorial Fund:								
Interest and Investment Income Donations and Miscellaneous Total Golf Course Memorial	\$	3,071 78,735 81,806	\$	<u>-</u> 30,800 30,800	\$	3,594 <u>30,800</u> 34,394	\$	2,875 
JAG Fund:	_Ψ	01,000	_Ψ	30,800	_Ψ_		_Ψ	2,075
Intergovernmental	\$	7,185	\$		\$		\$	
Opioid Abatement Fund:								
Intergovernmental	\$		\$		\$	364,818	\$	

FUND & SOURCE	2023-24 ACTUAL		2024-25 BUDGET	E	2024-25 STIMATE	2025-26 APPROVED		
CDBG-COVID Fund: Intergovernmental	\$ -	\$	485,000	\$	485,000	\$	485,000	
Neighborhood Park Fund:								
Interest and Investment Income	\$ 4,195	\$	-	\$	5,166	\$	4,133	
Cemetery Perpetual Care Fund:								
Charges for Services Interest and Investment Income	\$ 2,425 781	\$	2,400	\$	1,807 1,126	\$	1,700 901	
Total Cemetery Perpetual Care	\$ 3,206	\$	2,400	\$	2,933	\$	2,601	
Total Special Revenue Funds	\$ 3,948,388	\$	4,591,504	\$	6,842,538	\$	3,974,438	
	DEBT SE	RVIC	E FUND					
Debt Service Fund:								
Ad Valorem - Current Year Proceeds from Issuance of Debt	\$ 4,469,640 154,855	\$	4,940,770 -	\$	4,738,059 -	\$	4,893,260 -	
Total Debt Service Fund	\$ 4,624,495	\$	4,940,770	\$	4,738,059	\$	4,893,260	

FUND & SOURCE		2023-24 ACTUAL		2024-25 BUDGET	E	2024-25 ESTIMATE		2025-26 PPROVED
	(	CAPITAL PR	OJEC	TS FUNDS				
CIP - Sales Tax Fund:								
Sales Tax Interest and Investment Income Donations and Miscellaneous	\$	3,412,076 317,917 465,025	\$	3,371,537 - 465,025	\$	3,418,092 569,594 307,033	\$	3,383,911 455,675 -
Total CIP - Sales Tax	\$	4,660,043	\$	3,836,562	\$	4,601,752	\$	3,839,586
CIP - Wastewater Fund:								
Charges for Services Interest and Investment Income	\$	45,200 8,387	\$	-	\$	28,000 11,743	\$	- 9,394
Total CIP - Wastewater	\$	53,587	\$	-	\$	39,743	\$	9,394
CIP - Wastewater Regulatory Fund	1:							
Interest and Investment Income	\$	50,261	\$	-	\$	45,695	\$	36,556
CIP - City Hall Fund:								
Charges for Services Interest and Investment Income	\$	47,880 12,028	<b>\$</b>	47,880	<b>*</b> \$	47,880	\$	47,880 14,323
Total CIP - City Hall	\$	59,908	\$	47,880	\$	65,784	\$	62,203
CIP - Storm Sewer Fund:								
Charges for Services Interest and Investment Income	\$	6,066 3,674	\$	-	\$	2,396 4,892	\$	- 3,914
Total CIP - Storm Sewer	\$	9,740	\$	-	\$	7,288	\$	3,914
CDBG Fund:								
Intergovernmental	\$	219,087	\$	-	\$	-	\$	
Total Capital Project Funds	\$	5,052,626	\$	3,884,442	\$	4,760,262	\$	3,951,653

FUND & SOURCE	2023-24 2024-25 ACTUAL BUDGET			E	2024-25 STIMATE	2025-26 APPROVED	
		ENTERP	RISE	FUNDS			
Wastewater Operating Fund:							
Donations and Miscellaneous	\$	1,068	\$	-	\$	3,784	\$ -
Transfers In		5,262,141		5,818,507		5,853,005	 6,261,497
Total Wastewater Operating	\$	5,263,209	\$	5,818,507	\$	5,856,789	\$ 6,261,497
Water Operating Fund:							
Donations and Miscellaneous	\$	2,293	\$	-	\$	8,856	\$ -
Transfers In		8,187,907		9,929,087		9,057,532	 11,299,049
Total Water Operating	\$	8,190,200	\$	9,929,087	\$	9,066,388	\$ 11,299,049
Sanitation Operating Fund:							
Charges for Services	\$	6,325,418	\$	6,683,248	\$	6,806,467	\$ 6,713,226
Interest and Investment Income		1,748		-		2,000	2,000
Donations and Miscellaneous		393				756	-
Total Sanitation Operating	\$	6,327,559	\$	6,683,248	\$	6,809,223	\$ 6,715,226
Golf Course Operating Fund:							
Charges for Services	\$	439,355	\$	469,200	\$	302,059	\$ 931,359
Interest and Investment Income		1,290		-		9,346	-
Transfers In		282,054		686,514		686,514	 514,544
Total Golf Course Operating	\$	726,075	\$	1,155,714	\$	1,008,553	\$ 1,445,903
Sooner Pool Fund:							
Interest and Investment Income	\$	2,642	\$	-	\$	3,398	\$ 2,718
Transfers In		72,245		71,179		71,179	 88,117
Total Sooner Pool	\$	74,887	\$	71,179	\$	74,577	\$ 90,835
Frontier Pool Fund:							
Interest and Investment Income	\$	2,806	\$	-	\$	5,734	\$ 4,587
Transfers In		94,205		95,013		95,013	84,343
Total Frontier Pool	\$	97,011	\$	95,013	\$	100,747	\$ 88,930
Airport Operting Fund:							
Charges for Services	\$	505,435	\$	526,200	\$	621,071	\$ 658,487
Transfers In		227,975		-		-	 -
Total Airport Operating	\$	733,410	\$	526,200	\$	621,071	\$ 658,487
Total Enterprise Funds	\$	21,412,351	\$	24,278,948	\$	23,537,348	\$ 26,559,927

FUND & SOURCE	2023-24 ACTUAL	2024-25 BUDGET		E	2024-25 ESTIMATE	4	2025-26 \PPROVED
	INTERNAL S	ERV	ICE FUNDS				
Worker's Compensation Fund:							
Interest and Investment Income Donations and Miscellaneous	\$ 18,567	\$	-	\$	20,237 6,673	\$	16,190
Contribution from Operate Dept.	7,666 93,460		- 132,951		132,951		- 92,601
Total Worker's Compensation	\$ 119,693	\$	132,951	\$	159,861	\$	108,791
Health Insurance Fund:							
Employee Contributions	\$ 564,584	\$	537,000	\$	599,612	\$	599,612
Retiree Contributions	75,924		140,000		116,320		140,000
Interest and Investment Income	-		-		200,000		200,000
Reimbursement of Operations	4,449,594		4,533,171		4,723,834		5,031,803
Reimbursement by Contract	 646,260		320,000		546,266		400,000
Total Health Insurance	\$ 5,736,362	\$	5,530,171	\$	6,186,032	\$	6,371,415
Auto Collision Fund:							
Donations and Miscellaneous	\$ 11,483	\$	-	\$	53,203	\$	-
Transfers In	 75,000		75,000		75,000		75,000
Total Auto Collision	\$ 86,483	\$	75,000	\$	128,203	\$	75,000
Stabilization Reserve Fund:							
Transfers In	\$ 1,291,774	\$	1,550,943	\$	1,550,943	\$	1,220,675
Capital Reserve Fund:							
Charges for Services	\$ 5,034,892	\$	5,177,005	\$	5,814,341	\$	5,424,151
Transfers In	2,880,000		2,880,000		2,880,000		2,880,000
Total Capital Reserve Fund	\$ 7,914,892	\$	8,057,005	\$	8,694,341	\$	8,304,151
Total Internal Service Funds	\$ 15,149,204	\$	15,346,070	\$	16,719,380	\$	16,080,032
	FIDUCIA	RY I	FUNDS				
Mausoleum Trust Fund:							
Interest and Investment Income	\$ 351	\$	-	\$	200	\$	174

FUND & SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 APPROVED				
E	BARTLESVILLE MUNICIPAL AUTHORITY							
BMA - Wastewater Fund:								
Charges for Services	\$ 6,100,858	\$ 6,741,440	\$ 6,502,149	\$ 5,940,336				
Interest and Investment Income	141,131	-	252,704	202,166				
Donations and Miscellaneous	164,384	31,141	103,418	100,400				
Debt Obligation Proceeds	-	83,000,000	-	83,000,000				
Total BMA - Wastewater	\$ 6,406,373	\$ 89,772,581	\$ 6,858,271	\$ 89,242,902				
BMA - Water Fund:								
Charges for Services	\$ 10,523,917	\$ 11,091,140	\$ 11,358,180	\$ 11,755,739				
Interest and Investment Income	197,558	-	342,574	274,059				
Donations and Miscellaneous	747,123	-	-	-				
Debt Obligation Proceeds	-	7,500,000	-	8,000,000				
Total BMA - Water	\$ 11,468,598	\$ 18,591,140	\$ 11,700,754	\$ 20,029,798				
Total BMA Funds	\$ 17,874,971	\$ 108,363,721	\$ 18,559,025	\$ 109,272,700				
TOTAL REVENUE ALL FUNDS	\$ 104,511,713	\$ 195,116,036	\$ 111,387,620	\$ 201,573,207				

	2023-24		2024-25		2024-25		2025-26
FUND & DEPARTMENT	ACTUAL		BUDGET	E	STIMATE	A	PPROVED
	GENER	AL FI	UND				
General Fund:							
City Council	\$ 22,616	\$	22,660	\$	27,156	\$	23,700
Administration	1,244,630		1,456,800		1,350,976		1,513,256
Accounting and Finance	1,710,938		2,041,416		1,924,862		2,288,221
Legal	229,133		266,829		265,079		304,559
Building & Neighborhood Service	801,114		1,048,315		851,240		1,035,660
Building Maintenance	499,163		549,356		526,883		583,852
General Services	840,666		959,650		675,385		974,550
Cemetery	7,556		16,860		13,398		17,213
Community Development	562,237		682,465		662,313		789,045
Technical Services	1,103,322		1,491,757		1,420,546		1,788,997
Engineering	800,731		1,009,762		823,455		1,015,376
Fleet Maintenance	503,038		543,183		541,415		576,622
Fire	7,948,584		8,241,858		8,486,429		8,973,961
Police	9,045,629		10,131,557		9,933,634		10,901,009
Street	1,850,047		2,180,609		2,002,185		2,210,872
Library	1,725,035		1,814,914		1,789,811		1,886,511
History Museum	232,221		248,743		228,370		257,818
Park and Recreation	1,569,621		1,756,898		1,516,655		1,783,092
Transfers Out	4,189,099		4,787,466		4,787,466		3,901,595
Reserves			1,225,200		-		1,288,490
Total General Fund	\$ 34,885,380	\$	40,476,298	\$	37,827,258	\$	42,114,399
	SPECIAL REV	VENU	IE FUNDS				
Economic Development Fund:							
Economic Development	\$ 1,872,793	\$	5,708,341	\$	2,929,749	\$	5,337,203
E-911 Fund:							
Emergency Dispatch	\$ 1,132,771	\$	1,487,474	\$	1,321,432	\$	1,672,869
Reserves	-	Ŧ	27,620	Ŧ	,,- <b>-</b> _	т	21,360
Total E-911 Fund	\$ 1,132,771	\$	1,515,094	\$	1,321,432	\$	1,694,229
Special Library Fund:							
Library	\$ 201,575	\$	202,000	\$	188,796	\$	194,000

FUND & DEPARTMENT	2023-24 \CTUAL	2024-25 BUDGET	2024-25 STIMATE	A	2025-26 PPROVED
Special Museum Fund:					
Museum	\$ 32,031	\$ 25,100	\$ 25,358	\$	25,600
Municipal Airport Fund:					
Airport	\$ 214,020	\$ 1,924,416	\$ 1,881,513	\$	8,654
<b>Restricted Library Donation Fund:</b>					
Library	\$ 18,114	\$ 382,568	\$ 49,063	\$	483,825
Restricted Revenue Fund:					
General Services Cemetery Community Development Fire Police Street Park and Recreation Swimming Pools Golf Total Restricted Donations <b>Golf Course Memorial Fund:</b>	\$ 6,511 - 57,832 49,655 - 1,180 - - 115,178	\$ 87,276 27,892 3,168 58,466 115,815 2,676 93,980 12,331 38,160 439,764	\$ 1,664 4,960 - 1,255 45,430 - 729 - 36,001 90,039	\$	51,081 30,122 3,168 679 74,018 2,676 109,314 12,331 60 283,449
Municipal Golf Course JAG Fund:	\$ 78,153	\$ 79,853	\$ 39,499	\$	44,984
Police CDBG-COVID Fund:	\$ -	\$ 14,804	\$ 14,804	\$	
General Services	\$ -	\$ 485,000	\$ 485,000	\$	485,000
<b>ARPA Fund:</b> Transfer to General	\$ 1,000,000	\$ 500,000	\$ 500,000	\$	1,232,952
Neighborhood Park Fund:					
Park and Recreation	\$ 	\$ 62,723	\$ -	\$	73,643
Cemetery Perpetual Care Fund:					
Cemetery	\$ 200	\$ 15,009	\$ 175	\$	18,398
<b>Opioid Abatement Fund:</b> Police	\$ 	\$ 	\$ 120,000	\$	244,818
Total Special Revenue Funds	\$ 4,664,835	\$ 11,354,672	\$ 7,645,428	\$	10,126,755

FUND & DEPARTMENT		2023-24 ACTUAL		2024-25 BUDGET	E	2024-25 STIMATE	A	2025-26 PPROVED
		DEBT SER	VICE	FUND				
Debt Service Fund:								
Judgments	\$	70,000	\$	70,000	\$	70,000	\$	70,000
2014 Combined Purpose Bonds		184,370		-		-		-
2014B Combined Purpose Bonds		593,994		606,800		606,800		-
2015 Combined Purpose Bonds		230,980		227,020		227,020		242,660
2018A Combined Purpose Bonds		1,305,800		1,274,450		1,274,450		1,243,100
2018C Combined Purpose Bonds		327,375		319,125		319,125		310,875
2019A Combined Purpose Bonds		249,500		245,100		245,100		240,700
2019B Combined Purpose Bonds		107,500		105,500		105,500		103,500
2021A Combined Purpose Bonds		244,300		242,000		242,000		242,000
2022 Combined Purpose Bonds		1,506,250		1,470,700		1,470,700		1,435,150
2023 Combined Purpose Bonds		-		380,075		380,075		1,007,075
Total Debt Service Fund	\$	4,820,069	\$	4,940,770	\$	4,940,770	\$	4,895,060
	C	APITAL PRC	JEC	TS FUNDS				
CIP - Sales Tax Fund:								
Building and Neighborhood Services	\$	52,839	\$	100,000	\$	_	\$	290,000
Building Maintenance	Ψ	52,055	Ψ	100,000	Ψ	_	Ψ	230,000 6,000
General Services		404,172		498,638		415,501		575,000
Tech Services		118,954		490,030 259,500		51,999		373,000
		110,954		100,000		51,999		100,000
Engineering Fire		-		100,000		-		
Police		82,388		-		-		125,000
Storm Sewer		344,521 320		682,360		682,356		742,960
				249,500		-		794,500
Street		61,267		4,385,000		3,580,758		2,700,000
Park and Recreation		523,242		2,311,906		822,428		1,299,226
Municipal Golf Course		256,722		5,000		517,071		-
Airport		-		158,000		45,224		150,000
Unallocated Total CIP - Sales Tax	\$	- 1,844,425	\$	<u>1,370,101</u> 10,120,005	\$	 6,115,337	\$	798,921 7,952,707
-		1,044,420	_Ψ_	10,120,000	Ψ	0,110,007	_Ψ	1,002,101
CIP - Wastewater Fund:								
Wastewater Maintenance	\$	74,999	\$	43,000	\$	10,037	\$	75,000
Unallocated		-		43,269		-		65,148
Total CIP - Wastewater	\$	74,999	\$	86,269	\$	10,037	\$	140,148
CIP - Wastewater Regulatory Fund:								
CWWTP	\$	201,723	\$	430,000	\$	314,294	\$	215,000
								· _
Transfers Out		255,242		-		-		
Transfers Out Unallocated		200,242		- 549,945		-		161,393

FUND & DEPARTMENT	023-24 CTUAL	2024-25 BUDGET		2024-25 ESTIMATE		2025-26 APPROVE	
CIP - City Hall Fund:							
General Services Unallocated	\$ 5,200 -	\$	120,000 101,971	\$	-	\$	220,000 88,106
Total CIP - City Hall	\$ 5,200	\$	221,971	\$	-	\$	308,106
CIP - Storm Sewer Fund:							
Storm Sewer Unallocated	\$ -	\$	48,130 -	\$	-	\$	64,833 5,546
Total CIP - Storm Sewer	\$ -	\$	48,130	\$	-	\$	70,379
CDBG Fund:							
Street	\$ 1,266	\$	-	\$	_	\$	-
2014B G.O Bond Fund							
Unallocated	\$ -	\$	-	\$	_	\$	3,885
2018B G.O Bond Fund							
Storm Swere Unallocated	\$ -	\$	31,386 31,386	\$	- -	\$	31,386 -
Total 2018A G.O. Bond	\$ -	\$	62,772	\$	-	\$	31,386
2018C G.O Bond Fund							
Police	\$ 1,720	\$		\$		\$	

FUND & DEPARTMENT	2023-24 ACTUAL	2024-25 BUDGET	Ē	2024-25 ESTIMATE	A	2025-26 APPROVED
2019A G.O Bond Fund						
Park and Recreation	\$ -	\$ 326,564	\$	325,969	\$	-
2019B G.O Bond Fund						
Storm Sewer Unallocated	\$ 35,218 -	\$ 300,000 41,460	\$	19,182 -	\$	300,000 22,278
Total 2019B G.O. Bond	\$ 35,218	\$ 341,460	\$	19,182	\$	322,278
2021A G.O Bond Fund						
Park and Recreation Unallocated	\$ -	\$ 510,000 -	\$	503,098 -	\$	- 13,683
Total 2021A G.O. Bond	\$ -	\$ 510,000	\$	503,098	\$	13,683
2022 G.O Bond Fund						
Tech Services	\$ -	\$ -	\$	99,994	\$	-
Fire	124,781	-		-		-
Police	1,399,913	-		-		-
Street	13,500	2,360,000		1,696,712		396,133
Park	1,483,191	810,750		754,168		80,000
Unallocated	137,817	 		-		-
Total 2022 G.O. Bond	\$ 3,159,202	\$ 3,170,750	\$	2,550,874	\$	476,133
2023 G.O Bond Fund						
Accounting & Finance	\$ 104,230	\$ -	\$	-	\$	-
General Services	-	300,000		-		300,000
Tech Services	19,707	388,000		310,843		-
Fire	-	246,900		77,085		169,815
Street	78,161	4,175,745		826,373		2,944,700
Library	132,989	-		96,372		-
Park	-	501,500		275,000		320,000
Golf	-	700,000		700,000		-
Unallocated	 	 -		-		429,279
Total 2023 G.O. Bond	\$ 230,857	\$ 6,416,375	\$	2,389,903	\$	4,163,794
Total Capital Projects Funds	\$ 5,809,852	\$ 22,284,241	\$	12,228,694	\$	13,858,892

FUND & DEPARTMENT	2023-24 ACTUAL			2024-25 BUDGET	2024-25 ESTIMATE		2025-26 APPROVED	
		ENTERPR	ISE F	UNDS				
Wastewater Operating Fund:								
Wastewater Treatment Plant Wastewater Maintenance Transfers Out Reserves	\$	2,952,509 818,652 1,646,975	\$	3,177,550 993,617 1,836,183 97,138	\$	3,100,175 905,651 1,836,183	\$	3,097,300 1,052,317 2,015,278 96,602
Total Wastewater Operating	\$	5,418,136	\$	6,104,488	\$	5,842,009	\$	6,261,497
Water Operating Fund:								
Water Plant Water Administration Water Distribution Transfers Out Reserves Total Water Operating	\$	3,540,243 398,082 1,892,659 2,585,280 - 8,416,264	\$	4,094,740 465,954 2,373,912 2,878,743 368,397 10,181,746	\$	3,657,349 469,501 2,006,681 2,878,743 - 9,012,274	\$	5,166,544 464,959 2,470,881 3,184,211 253,961 11,540,556
Sanitation Operating Fund:								
Sanitation Transfers Out Reserves	\$	3,445,722 2,649,730 -	\$	3,825,601 2,684,272 135,489	\$	3,468,984 2,684,272 -	\$	3,965,404 2,866,594 148,414
Total Sanitation Operating	\$	6,095,452	\$	6,645,362	\$	6,153,256	\$	6,980,412
Municipal Golf Course Fund:								
Golf Course Pro Shop Reserves Total Municipal Golf Course	\$	497,403 140,109 - 637,512	\$	609,957 655,700 <u>30,939</u> 1,296,596	\$	635,658 539,607 - 1,175,265	\$	655,918 768,605 <u>31,804</u> 1,456,327
Sooner Pool Fund:								
Sooner Pool Reserves	\$	56,499 -	\$	78,002 1,560	\$	60,681 -	\$	83,233 1,665
Total Sooner Pool	\$	56,499	\$	79,562	\$	60,681	\$	84,898
Frontier Pool Fund: Frontier Pool Reserves	\$	65,897	\$	92,382 1,848	\$	68,255	\$	103,945 2,079
Total Frontier Pool	\$	65,897	\$	94,230	\$	68,255	\$	106,024
Municipal Airport Fund: Airport Reserves	\$	634,914 -	\$	706,086 41,528	\$	705,635	\$	775,057 51,564
Total Municipal Airport	\$	634,914	\$	747,614	\$	705,635	\$	826,621

FUND & DEPARTMENT		2023-24 ACTUAL		2024-25 BUDGET	Ŀ	2024-25 ESTIMATE	A	2025-26 PPROVED
	IN	ITERNAL SE	RVI	CE FUNDS				
Workers' Compensation Fund:								
Work Comp Claims	\$	138,813	\$	400,000	\$	91,317	\$	400,000
Administration		10,106		30,000		30,427		30,000
Total Workers' Compensation	\$	148,919	\$	430,000	\$	121,744	\$	430,000
Health Insurance Fund:								
Medical Claims	\$	4,859,655	\$	4,618,050	\$	5,134,565	\$	5,338,008
Administration Fees		845,775		913,158		1,054,293		1,033,407
Total Health Insurance	\$	5,705,430	\$	5,531,208	\$	6,188,858	\$	6,371,415
Auto Collision Fund:								
Auto Collision Claims	\$	99,846	\$	443,559	\$	92,279	\$	443,559
Stabilization Reserve Fund:								
General Fund Reserve	\$	-	\$	9,867,842	\$	-	\$	10,630,605
Wastewater Fund Reserve		-		1,311,390		-		1,431,780
Water Fund Reserve		-		2,189,832		-		2,410,648
Sanitation Fund Reserve		-		1,407,304		-		1,524,010
Total Stabilization Reserve	\$	-	\$	14,776,368	\$	-	\$	15,997,043
Capital Reserve Fund:								
General	\$	1,591,678	\$	3,875,000	\$	2,636,756	\$	3,071,560
Wastewater		2,003,493		5,190,000		4,990,497		1,645,000
Water		484,553		8,500,000		1,820,255		9,820,000
Sanitation		33,354		2,888,000		2,157,808		1,257,000
Total Capital Reserve	\$	4,113,078	\$	20,453,000	\$	11,605,316	\$	15,793,560
Total Internal Service Funds	\$	10,067,273	\$	41,634,135	\$	18,008,197	\$	39,035,577
		FIDUCIA	RY F	UNDS				
Mausoleum Trust Fund:	•		•		•		•	
Mausoleum	\$	-	<u> </u>	8,515	<u>\$</u>	-	\$	9,968
	RTLE	SVILLE MU	NICI	PAL AUTHOR				
BMA - Wastewater Fund:								
BMA Wastewater Operating	\$	27,689	\$	1,465,000	\$	-	\$	2,000,000
BMA - WasteWater Construction		-		81,500,000		-		81,500,000
Transfers Out		5,262,141		5,853,507		5,853,005		6,261,497
Total BMA - Wastewater	\$	5,289,830	\$	88,818,507	\$	5,853,005	\$	89,761,497
BMA - Water Fund:								
BMA - Water Operating	\$	3,200,428	\$	3,275,784	\$	3,133,663	\$	3,184,392
BMA - Water Construction		1,305,394		7,500,000		306,009		8,000,000
Transfers Out	-	8,187,902		9,929,087		9,057,532		11,299,049
Total BMA - Water		12,693,724	\$	20,704,871	\$	12,497,204	\$	22,483,441
Total BMA Funds	\$	17,983,554	\$	109,523,378	\$	18,350,209		112,244,938
TOTAL EXPENSES ALL FUNDS	\$ 9	99,555,637	\$	255,340,221	\$	122,017,931	\$	249,541,924

#### 2025-26 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

Account Title	Balance
Cash and Investments	7,605,422
Petty Cash	3,250
Inventory	96,293
Accounts Receivable (net of allowance)	(202,821)
Total Assets	7,502,144
Cleet Payable	(2,547)
Other Payables	(298)
Deferred Revenue	(4,994)
Deposit Payable	(2,830)
Reserved for Encumbrances	(621,749)
Total Liabilities	(632,418)
Total Budgetary Fund Balance	6,869,726

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 2025-26 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.

## 2025-26 Operating Budget Estimated Change in Fund Equity – All Funds (continued)

FUND		FUND ALANCE LY 1, 2025	ADDITIONS		RI	EDUCTIONS		FUND ALANCE NE 30, 2026
		GE	NER/	AL FUND				
General	\$	5,273,376	\$	36,841,023	\$	40,825,909	\$	1,288,490
		SPECIAL	. REV	ENUE FUNDS	;			
Economic Development	\$	3,231,508	\$	2,105,695	\$	5,337,203	\$	-
E-911		463,179		1,231,050		1,672,869		21,360
Special Library		337,048		94,386		194,000		237,434
Special Museum		153,234		10,726		25,600		138,360
Municipal Airport		-		8,654		8,654		-
Harshfield Library Donation		454,507		29,318		483,825		-
Restricted Revenue		283,450		-		283,450		-
Golf Course Memorial		42,109		2,875		44,984		-
CDBG-COVID		-		485,000		485,000		-
ARPA		1,232,952		-		1,232,952		-
Neighborhood Park		69,510		4,133		73,643		-
Cemetery Perpetual Care		15,797		2,601		18,398		-
Special Revenue Funds	\$	6,283,294	\$	3,974,438	\$	10,105,396	\$	152,336
		DEBT	SER	VICE FUND				
Debt Service	\$	3,407,934	\$	4,893,260	\$	4,895,060	\$	3,406,134
		CAPITAL	PRO	JECTS FUND	S			
CIP - Sales Tax	\$	4,113,121	\$	3,839,586	\$	7,952,707	\$	-
CIP - Wastewater	Ŧ	130,754	Ŧ	9,394	Ŧ	140,148	+	-
CIP - Wastewater Reg		339,837		36,556		376,393		-
CIP - City Hall		245,903		62,203		308,106		-
CIP - Storm Sewer		66,465		3,914		70,379		-
2014B GO Bond		3,885		, _		3,885		-
2018B GO Bond		31,386		-		31,386		-
2019B GO Bond		322,278		-		322,278		-
2021A GO Bond		13,683		-		13,683		-
2022 GO Bond		476,133		-		476,133		-
2023 GO Bond		4,163,794		-		4,163,794		-
Capital Projects Funds	\$	9,907,239	\$	3,951,653	\$	13,858,892	\$	-

#### 2025-26 Operating Budget Estimated Change in Fund Equity – All Funds (continued)

FUND		FUND BALANCE JLY 1, 2025		ADDITIONS		EDUCTIONS	FUND BALANCE JUNE 30, 2026	
		ENTE	RPR	ISE FUNDS				
Wastewater Operating	\$	-	\$	6,261,497	\$	6,164,895	\$	96,602
Water Operating		241,507		11,299,049		11,286,595		253,961
Sanitation Operating		1,138,189		6,715,226		6,831,998		1,021,417
Municipal Golf Course		10,424		1,445,903		1,456,327		-
Sooner Pool		54,063		90,835		83,233		61,665
Frontier Pool		87,094		88,930		103,945		72,079
Municipal Airport		378,632		658,487		826,621		210,498
Enterprise Funds	\$	1,909,909	\$	26,559,927	\$	26,753,614	\$	1,716,222
INTERNAL SERVICE FUNDS								
Workers' Compensation	\$	321,209	\$	108,791	\$	430,000	\$	-
Health Insurance		-		6,371,415		6,371,415		-
Auto Collision Insurace		532,427		75,000		443,559		163,868
Stabilization Reserve		14,776,368		1,220,675		-		15,997,043
Capital Reserve		18,771,938		8,304,151		15,793,560		11,282,529
Internal Service Funds	\$	34,401,942	\$	16,080,032	\$	23,038,534	\$	27,443,440
		FIDU		RY FUNDS				
Mausoleum Trust	\$	8,341	\$	174	\$	9,830	\$	(1,315)
В	BART	LESVILLE MU	INICI	PAL AUTHOR	ITY F			
BMA - Wastewater	\$	3,771,313	\$	89,242,902	\$	89,761,497	\$	3,252,718
BMA - Water	Ψ	5,309,852	Ψ	20,029,798	Ψ	22,483,441	Ψ	2,856,209
BMA Funds	\$	9,081,165	\$		\$	112,244,938	\$	6,108,927
All Funds Total	\$	70,273,200	\$	201,573,207	\$	231,832,173	\$	40,014,234

#### 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.

2025-26 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.

FUND & DEPARTMENT		2024-25 BUDGET		2025-26 BUDGET	% INCREASE (DECREASE)
	GENE	RAL FUND			
General Fund:					
City Council					
Contractual Services	\$	19,760	\$	20,800	5.3%
Materials and Supplies		2,900		2,900	0.0%
City Council Total	\$	22,660	\$	23,700	4.6%
Administration					
Personnel Services	\$	1,171,512	\$	1,212,283	3.5%
Contractual Services		277,038		292,223	5.5%
Materials and Supplies		8,250		8,750	6.1%
Administration Total	\$	1,456,800	\$	1,513,256	3.9%
Association and Finance					
Accounting and Finance Personnel Services	\$	1 110 126	\$	1 522 071	8.1%
Contractual Services	Φ	1,419,436 588,780	φ	1,533,871 710,350	20.6%
Materials and Supplies		33,200		44,000	32.5%
Accounting and Finance Total	\$	2,041,416	\$	2,288,221	12.1%
		2,011,110	<u> </u>	2,200,221	12.170
Legal					
Personnel Services	\$	205,629	\$	213,359	3.8%
Contractual Services		61,200		91,200	49.0%
Materials and Supplies		-		-	N/A
Legal Total	\$	266,829	\$	304,559	14.1%
Building & Neighbor Service					
Personnel Services	\$	640,921	\$	660,435	3.0%
Contractual Services		353,579		319,150	-9.7%
Materials and Supplies		53,815		56,075	4.2%
Building & Neighbor Service Total	\$	1,048,315	\$	1,035,660	-1.2%
Building Maintenance					
Personnel Services	\$	436,738	\$	464,543	6.4%
Contractual Services	Ψ	89,230	Ψ	95,821	7.4%
Materials and Supplies		23,388		23,488	0.4%
Building Maintenance Total	\$	549,356	\$	583,852	6.3%

#### 2025-26 Operating Budget Percentage Change from Prior Budget – General and Enterprise Funds (continued)

FUND & DEPARTMENT	2024-25 BUDGET		2025-26 BUDGET	% INCREASE (DECREASE)
General Services				
Contractual Services	\$ 925,650	\$	940,550	1.6%
Materials and Supplies	34,000		34,000	0.0%
General Services Total	\$ 959,650	\$	974,550	1.6%
Cemetery				
Contractual Services	\$ 10,410	\$	10,763	3.4%
Materials and Supplies	6,450		6,450	0.0%
Cemetery Total	\$ 16,860	\$	17,213	2.1%
Community Development				
Personnel Services	\$ 571,257	\$	642,897	12.5%
Contractual Services	91,608	•	124,448	35.8%
Materials and Supplies	19,600		21,700	10.7%
Community Development Total	\$ 682,465	\$	789,045	15.6%
Technical Services				
Personnel Services	\$ 628,257	\$	678,897	8.1%
Contractual Services	825,200		1,074,400	30.2%
Materials and Supplies	38,300		35,700	-6.8%
Technical Services Total	\$ 1,491,757	\$	1,788,997	19.9%
Engineering				
Personnel Services	\$ 935,642	\$	952,256	1.8%
Contractual Services	57,420		46,420	-19.2%
Materials and Supplies	16,700		16,700	0.0%
Engineering Total	\$ 1,009,762	\$	1,015,376	0.6%
Fleet Maintenance				
Personnel Services	\$ 471,071	\$	499,748	6.1%
Contractual Services	35,045		37,307	6.5%
Materials and Supplies	37,067		39,567	6.7%
Fleet Maintenance Total	\$ 543,183	\$	576,622	6.2%
Fire				
Personnel Services	\$ 7,633,772	\$	8,278,745	8.4%
Contractual Services	295,813		356,639	20.6%
Materials and Supplies	312,273		338,577	8.4%
Fire Total	\$ 8,241,858	\$	8,973,961	8.9%

FUND & DEPARTMENT		2024-25 BUDGET		2025-26 BUDGET	% INCREASE (DECREASE)
Police					
Personnel Services	\$	8,951,233	\$	9,638,835	7.7%
Contractual Services		587,324		679,174	15.6%
Materials and Supplies		593,000		583,000	-1.7%
Police Total	\$	10,131,557	\$	10,901,009	7.6%
Street					
Personnel Services	\$	1,414,603	\$	1,434,866	1.4%
Contractual Services	•	355,604		365,604	2.8%
Materials and Supplies		410,402		410,402	0.0%
Street Total	\$	2,180,609	\$	2,210,872	1.4%
Library					
Personnel Services	\$	1,449,214	\$	1,443,691	-0.4%
Contractual Services		234,225	,	271,620	16.0%
Materials and Supplies		131,475		171,200	30.2%
Library Total	\$	1,814,914	\$	1,886,511	3.9%
History Museum					
Personnel Services	\$	218,443	\$	219,538	0.5%
Contractual Services		19,500	,	22,730	16.6%
Materials and Supplies		10,800		15,550	44.0%
History Museum Total	\$	248,743	\$	257,818	3.6%
Park and Recreation					
Personnel Services	\$	1,328,253	\$	1,364,947	2.8%
Contractual Services		222,145	,	211,645	-4.7%
Materials and Supplies		206,500		206,500	0.0%
Park and Recreation Total	\$	1,756,898	\$	1,783,092	1.5%
Transfers Out					
To E 911 Fund	\$	778,436	\$	426,828	-45.2%
To Adams Golf Course	-	686,514		514,544	-25.0%
To Sooner Pool		71,179		88,117	23.8%
To Frontier Pool		95,013		84,343	-11.2%
To Auto Collision Insurance		25,000		25,000	0.0%
To Stabilization Reserve		1,131,324		762,763	-32.6%
To Capital Reserve		2,000,000		2,000,000	0.0%
Total Transfers Out	\$	4,787,466	\$	3,901,595	-18.5%

FUND & DEPARTMENT	][	2024-25 BUDGET	2025-26 BUDGET	% INCREASE (DECREASE)
Reserves				
Compensated Absences Reserve		1,030,000	985,000	-4.4%
Severance Reserve		185,000	185,000	0.0%
Contingency		10,200	 118,490	1061.7%
Total Reserves	\$	1,225,200	\$ 1,288,490	5.2%
Total General Fund	\$	40,476,298	\$ 42,114,399	4.0%
E	NTERP	RISE FUNDS		
Wastewater Operating Fund:				
Wastewater Treatment Plant				
Contractual Services	\$	3,177,550	\$ 3,097,300	-2.5%
Wastewater Maintenance				
Personnel Services	\$	780,367	\$ 840,467	7.7%
Contractual Services		88,750	87,350	-1.6%
Materials and Supplies		124,500	 124,500	0.0%
Wastewater Maintenance Total	\$	993,617	\$ 1,052,317	5.9%
Transfers Out				
To General Fund	\$	1,693,882	\$ 1,869,888	10.4%
To Auto Collision Reserve Fund		25,000	25,000	0.0%
To Stabilization Reserve Fund		117,301	 120,390	2.6%
Total Transfers Out	\$	1,836,183	\$ 2,015,278	9.8%
Reserves				
Contingency	\$	83,423	\$ 82,992	-0.5%
Compensated Absences Reserve		13,715	 13,610	-0.8%
Total Reserves	\$	97,138	\$ 96,602	-0.6%
Total Wastewater Operating	\$	6,104,488	\$ 6,261,497	2.6%

FUND & DEPARTMENT	2024-25 BUDGET			2025-26 BUDGET	% INCREASE (DECREASE)
Water Operating Fund:					
Water Plant					
Personnel Services	\$	1,261,390	\$	1,291,919	2.4%
Contractual Services		1,494,475		2,526,250	69.0%
Materials and Supplies		1,338,875		1,348,375	0.7%
Water Plant Total	\$	4,094,740	\$	5,166,544	26.2%
Water Administration					
Personnel Services	\$	323,629	\$	336,359	3.9%
Contractual Services		131,825		117,850	-10.6%
Materials and Supplies		10,500		10,750	2.4%
Water Administration Total	\$	465,954	\$	464,959	-0.2%
Water Distribution					
Personnel Services	\$	1,725,287	\$	1,815,881	5.3%
Contractual Services		92,625		100,500	8.5%
Materials and Supplies		556,000		554,500	-0.3%
Water Distribution Total	\$	2,373,912	\$	2,470,881	4.1%
Transfers Out					
To General	\$	2,661,815	\$	2,938,395	10.4%
To Auto Collision Insurance		25,000		25,000	0.0%
To Stabilization Reserve		191,928		220,816	15.1%
Total Transfers Out	\$	2,878,743	\$	3,184,211	10.6%
Reserves					
Contingency	\$	138,692	\$	162,048	16.8%
Compensated Absences Reserve		229,705		91,913	-60.0%
Total Reserves	\$	368,397	\$	253,961	-31.1%
Total Water Operating	\$	10,181,746	\$	11,540,556	13.3%
Sanitation Operating Fund:					
Sanitation					
Personnel Services	\$	2,356,665	\$	2,496,468	5.9%
Contractual Services		1,061,400		1,061,400	0.0%
Materials and Supplies		407,536		407,536	0.0%
Sanitation Total	\$	3,825,601	\$	3,965,404	3.7%
Transfers Out	•	1 000 000	•	1 000 000	
To General	\$	1,693,882	\$	1,869,888	10.4%
To Stabilization Reserve		110,390		116,706	5.7%
To Capitalization Reserve		880,000		880,000	0.0%
Total Transfers Out	\$	2,684,272	\$	2,866,594	6.8%
Reserves	¢	74.000	۴	70.000	44.00/
Contingency	\$	71,283	\$	79,308	11.3%
Compensated Absences Reserve Total Reserves	\$	<u>64,206</u> 135,489	\$	<u>69,106</u> 148,414	<u>7.6%</u> 9.5%
Total Sanitation Operating	\$	6,645,362	\$	6,980,412	5.0%
i can cantation operating	<u>_</u>	0,0-0,002	<u> </u>	0,000,712	0.070

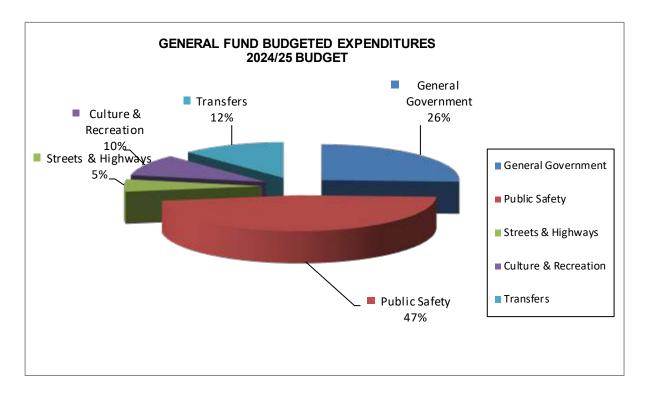
FUND & DEPARTMENT		2024-25 BUDGET		2025-26 BUDGET	% INCREASE (DECREASE)
Municipal Golf Course Fund:					
Golf Course					
Contractual Services		80,150		92,150	15.0%
Materials and Supplies		146,550		165,050	12.6%
Total Transfers Out	\$		\$		N/A
Pro Shop					
Contractual Services	\$	647,050	\$	365,970	-43.4%
Materials and Supplies		8,650		25,635	196.4%
Pro Shop Total	\$	655,700	\$	391,605	-40.3%
Reserves					
Contingency	\$	12,199	\$	13,118	7.5%
Compensated Absences Reserve		18,740		18,686	-0.3%
Total Reserves	\$	30,939	\$	31,804	2.8%
Total Municipal Golf Course	\$	1,296,596	\$	1,079,327	-16.8%
Sooner Pool Fund:					
Swimming pool					
Contractual Services	\$	56,355	\$	61,586	9.3%
Materials and Supplies	Ψ	21,647	Ψ	21,647	0.0%
Contingency		1,560		1,665	6.7%
Swimming pool Total	\$	79,562	\$	84,898	6.7%
Frontier Pool Fund:					
Swimming pool					
Contractual Services	\$	63,365	\$	74,928	18.2%
Materials and Supplies	Ψ	29,017	Ψ	29,017	0.0%
Contingency		1,848		2,079	12.5%
Swimming pool Total	\$	94,230	\$	106,024	12.5%
Municipal Airport Fund:					
Airport					
Personnel Services	\$	533,446	\$	581,897	9.1%
Contractual Services	Ψ	144,890	Ψ	157,660	8.8%
Materials and Supplies		27,750		35,500	27.9%
Airport Total	\$	706,086	\$	775,057	9.8%
Reserves	•	44.400	*	45 504	0.001
	\$	14,122	\$	15,501	9.8%
Compensated Absences Reserve		27,406		36,063	31.6%
Total Reserves		41,528		51,564	24.2%
Total Municipal Airport	\$	747,614	\$	826,621	10.6%
Total Enterprise Funds	\$	25,149,598	\$	26,879,335	6.9%

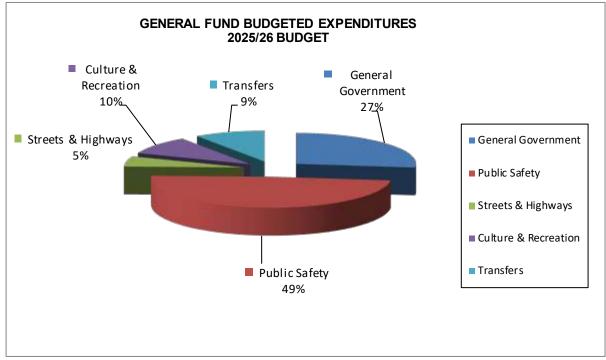
# **GENERAL FUND**



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2025-26 Operating Budget General Fund – Expenditure Graphs





2025-26 Operating Budget General Fund – Expenditure Summary by Function

XPENDITURES E	BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST
City Council		\$ 22,616	\$ 22,660	\$ 27,156	\$ 23,700
Administration		1,244,630	1,456,800	1,350,976	1,513,256
Accounting and	Finance	1,710,938	2,041,416	1,924,862	2,288,221
Legal		229,133	266,829	265,079	304,559
Building and Nei	ighborhood Services	801,114	1,048,315	851,240	1,035,660
<b>Building Mainter</b>	nance	499,163	549,356	526,883	583,852
General Services	S	840,666	959,650	675,385	974,550
Cemetery		7,556	16,860	13,398	17,213
Community Deve	elopment	562,237	682,465	662,313	789,045
Technical Servic	es	1,103,322	1,491,757	1,420,546	1,788,997
Engineering		800,731	1,009,762	823,455	1,015,376
Fleet Maintenan	ce	503,038	543,183	541,415	576,622
Fire		7,948,584	8,241,858	8,486,429	8,973,961
Police		9,045,629	10,131,557	9,933,634	10,901,009
Street		1,850,047	2,180,609	2,002,185	2,210,872
Library		1,725,035	1,814,914	1,789,811	1,886,511
History Museum	1	232,221	248,743	228,370	257,818
Park and Recrea	ation	1,569,621	1,756,898	1,516,655	1,783,092
Transfer Out:	To E-911 Fund	586,603	778,436	778,436	426,828
	To Municipal Airport	227,975	-	-	-
	To Adams Golf Course	282,054	686,514	686,514	514,544
	To Sooner Pool	72,245	71,179	71,179	88,117
	To Frontier Pool	94,205	95,013	95,013	84,343
	To Auto Collision Insurance	25,000	25,000	25,000	25,000
	To Stabilization Reserve	901,017	1,131,324	1,131,324	762,763
	To Capital Reserve	2,000,000	2,000,000	2,000,000	2,000,000
Reserves:	Compensated Absences Reserve	-	1,030,000	-	985,000
	Severance Reserve	-	185,000	-	185,000
	Contingency		10,200		118,490
Total Expendit	ures and Reserves	\$ 34,885,380	\$ 40,476,298	\$ 37,827,258	\$ 42,114,399

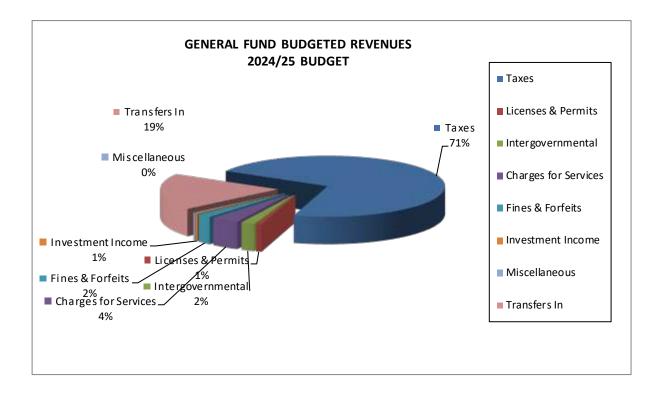
2025-26 Operating Budget General Fund – Expenditure Summary by Line Item

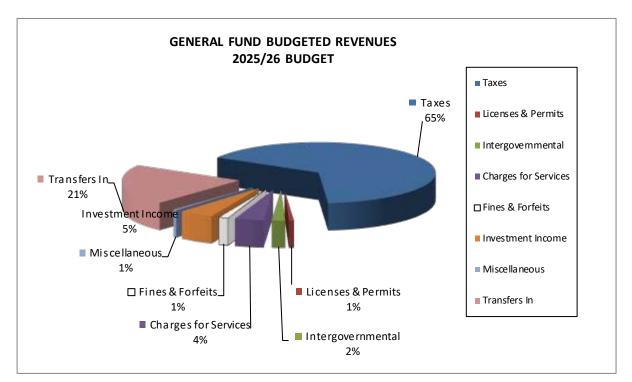
PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST	CITY MGR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$17,529,916	\$19,303,000	\$18,628,595	\$20,364,781	\$20,364,781	\$20,364,781
51120 OVERTIME	999,648	782,000	933,224	1,003,000	1,003,000	1,003,000
51130 FICA	1,025,423	1,198,000	1,083,188	1,244,000	1,244,000	1,244,000
51140 GROUP INSURANCE	3,601,935	3,762,854	3,916,875	4,052,061	4,052,061	4,052,061
51150 DB RETIREMENT	477,390	478,000	478,075	471,850	471,850	471,850
51155 DC RETIREMENT	208,798	266,000	221,920	277,000	277,000	277,000
51160 PENSION	1,401,176	1,602,000	1,508,648	1,741,000	1,741,000	1,741,000
51170 WORKER'S COMPENSATION	65,625	84,127	113,009	85,219	85,219	85,219
51180 UNEMPLOYMENT COMP	2,191	-	1,056	-	-	-
TOTAL PERSONNEL SERVICES	\$25,312,102	\$27,475,981	\$26,884,590	\$29,238,911	\$29,238,911	\$29,238,911
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 629,606	\$ 946,176	\$ 697,703	\$ 1,040,071	\$ 1,005,071	\$ 1,005,071
52210 FINANCIAL SERVICES	321,018	362,500	321,837	362,500	362,500	362,500
52310 UTILITIES & COMMUNICATIONS	765,581	936,776	766,436	978,677	978,677	978,677
52410 PROFESSIONAL SERVICES	587,242	970,275	1,061,553	1,332,830	1,332,830	1,332,830
52510 OTHER SERVICES	870,727	1,100,184	903,001	1,237,806	1,187,806	1,187,806
52610 MAINT. & REPAIR SERVICE	230,004	308,250	293,215	363,390	358,390	358,390
52710 OPERATIONAL SERVICES	748	1,000	1,000	1,000	1,000	1,000
52810 INSURANCE & BONDS	368,378	424,370	400,768	444,570	444,570	444,570
TOTAL CONTRACTUAL SERVICES	\$ 3,773,304	\$ 5,049,531	\$ 4,445,513	\$ 5,760,844	\$ 5,670,844	\$ 5,670,844
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 153,838	\$ 111,750	\$ 107,487	\$ 123,350	\$ 123,350	\$ 123,350
53210 JANITORIAL SUPPLIES	39,281	55,500	27,935	61,600	61,600	61,600
53310 GENERAL SUPPLIES	415,451	556,920	541,201	641,649	626,649	626,649
53410 TOOLS & EQUIPMENT	66,380	73,258	75,925	83,358	73,358	73,358
53510 FUEL	380,231	422,500	356,479	427,100	403,100	403,100
53610 MAINT. & REPAIR MATERIALS	541,724	718,192	600,662	726,502	726,502	726,502
TOTAL MATERIALS & SUPPLIES	\$ 1,596,905	\$ 1,938,120	\$ 1,709,689	\$ 2,063,559	\$ 2,014,559	\$ 2,014,559

#### 2025-26 Operating Budget General Fund – Expenditure Summary by Line Item (continued)

TRANSFERS OUT	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
59207 E 9-1-1 FUND	\$ 586,603	\$ 778,436	\$ 778,436	\$ 426,828	\$ 426,828	\$ 426,828
59513 ADAMS GOLF COURSE	282,054	686,514	686,514	514,544	514,544	514,544
59515 FRONTIER POOL	72,245	71,179	71,179	88,117	88,117	88,117
59516 SOONER POOL	94,205	95,013	95,013	84,343	84,343	84,343
51517 AIRPORT	227,975	-	-	-	-	-
59663 AUTO COLLISION INSURANCE	25,000	25,000	25,000	25,000	25,000	25,000
59670 STABILIZATION RESERVE	901,017	1,131,324	1,131,324	763,543	762,763	762,763
59675 CAPITAL RESERVE	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
TOTAL TRANSFERS	\$ 4,189,099	\$ 4,787,466	\$ 4,787,466	\$ 3,902,375	\$ 3,901,595	\$ 3,901,595
TOTAL BUDGET	\$34,885,380	\$39,251,098	\$37,827,258	\$40,965,689	\$40,825,909	\$40,825,909

2025-26 Operating Budget General Fund – Revenue Graphs





## 2025-26 Operating Budget General Fund – Revenue Summary by Source

RE	VENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST
Sales Tax		\$ 18,074,667	\$17,869,148	\$18,115,886	\$ 17,934,728
Use Tax		4,818,896	4,513,154	4,796,897	4,700,959
Franchise Tax		1,535,953	1,656,600	1,445,819	1,454,200
Licenses & Pe	ermits	258,189	257,900	256,582	257,100
Intergovernmer	ntal	728,686	629,000	686,337	686,200
Charges for Services		1,472,197	1,304,800	1,514,519	1,473,013
Fines and Forfeits		620,369	679,200	450,817	483,000
Interest and Investment Income		2,115,465	150,000	2,200,000	1,760,000
Donations and	Miscellaneous	263,677	101,200	214,361	180,700
Transfer In:	Wastewater	1,515,144	1,693,882	1,693,887	1,869,888
	Water	2,380,940	2,661,815	2,661,816	2,938,395
	Sanitation	1,665,144	1,693,882	1,693,887	1,869,888
	ARPA Funds	1,000,000	500,000	500,000	1,232,952
Fund Balance		5,555,372	6,771,217	6,869,826	5,273,376
Total Availab	le for Appropriation	\$42,004,699	\$40,481,798	\$43,100,634	\$ 42,114,399

## 2025-26 Operating Budget General Fund – Personnel Summary

PERSONNEL COUNTS BY DEPARTMENT	2023-24 ACTUAL FTEs	2024-25 BUDGETED FTEs	2024-25 ACTUAL FTEs	2025-26 BUDGETED FTEs
Administration	8	8	8	8
Accounting and Finance	16	16.5	14	16.5
Legal	2.23	2.23	2.23	2.23
Building and Neighbor Services	7.5	7.5	7.5	7.5
Building Maintenance	5	5	5	5
Community Development	5	5	5	5
Technical Services	4	5	5	5
Engineering	6	7.5	6	7.5
Fleet Maintenance	5	5	5	5
Fire	71	71	71	75
Police	79	84	83	84
Street	14	17.5	14	17.5
Library	18.15	18.7	16.7	18.15
History Museum	2.63	3.63	3.63	3.63
Park and Recreation	17_	18_	16	18
Total Personnel	260.51	274.56	262.06	278.01

## 2025-26 Operating Budget General Fund – City Council – Summary

Department Mission:	To use oversight and policy making powers to plan for the long- term benefit of the City. The Council encourages critical analysis of all problems to help find new and better solutions.				
Department Description:	The City Council is the policy-making and legislative body of the City of Bartlesville. It is responsible to the electorate for the programs, policies, and improvements of the City. The City Council approves the annual budget and all contracts, ordinances, and resolutions of the City. It also makes appointments to the various boards and committees of the municipal government and the public trusts of which it is the beneficiary.				
2025 Accomplishments: • Adopted a budget in accordance with State law					
2026 Objectives:• Adopt a budget in accordance with State law that best m the needs of our citizens using existing resources					
Budget Highlights: The major budgeted expenditures for the City Council are trainin seminars, elections, and the annual audit.					
			JND 101 GENERAL 110 CITY COUNCIL		
2023-24 ACTUAL 2024-24	5 BUDGET 2024-25 ESTIM	ATE 2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED		
\$22,616 \$2	2,660 \$27,156	\$23,700	\$23,700		

## 2025-26 Operating Budget General Fund – City Council – Line Item Detail

CONTRACTUAL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
52110 EMPLOYMENT SERVICES 52310 UTILITIES & COMMUNICATIONS 52410 PROFESSIONAL SERVICES 52510 OTHER SERVICES	\$ 2,584 - - 18,397	\$ 6,100 160 2,300 11,200	\$ 7,569 - 2,200 10,493	\$ 6,100 1,200 2,300 11,200	\$ 6,100 1,200 2,300 11,200	\$ 6,100 1,200 2,300 11,200
TOTAL CONTRACTUAL SERVICES	\$ 20,981	\$ 19,760	\$ 20,262	\$ 20,800	\$ 20,800	\$ 20,800
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES 53310 GENERAL SUPPLIES	\$- 1,635	\$ 400 2,500	\$ 1,840 5,054	\$ 400 2,500	\$ 400 2,500	\$ 400 2,500
TOTAL MATERIALS & SUPPLIES	\$ 1,635	\$ 2,900	\$ 6,894	\$ 2,900	\$ 2,900	\$ 2,900
TOTAL BUDGET	\$ 22,616	\$ 22,660	\$ 27,156	\$ 23,700	\$ 23,700	\$ 23,700

## 2025-26 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 Descrip	tion: 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.				
<ul> <li>2025 Accomplishments:</li> <li>Redesign and launch of new City website</li> <li>Implemented a new Applicant Tracking System</li> <li>Produced, marketed, and distributed Citywide Annual Report</li> </ul>					
2026 Objectives:	<ul> <li>Manage implementation of Citywide Survey</li> <li>Research and identify how AI can assist with City's communication efforts</li> <li>Conduct employee training and workshops as needed</li> </ul>				
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				
2023-24 ACTUAL	2024-25 BUDGET 2024-25 ESTIMATE 2025-26 CITY MGR 2025-26 RECOMMENDS APPROVED				
\$1,244,630	\$1,456,800 \$1,350,976 \$1,513,256 \$1,513,256				

#### 2025-26 Operating Budget General Fund – Administration – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY MGR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 803,451	\$ 895,000	\$ 796,280	\$ 900,000	\$ 900,000	\$ 900,000
51120 OVERTIME	-	2,000	-	2,000	2,000	2,000
51130 FICA	57,133	69,000	54,787	69,000	69,000	69,000
51140 GROUP INSURANCE	93,357	118,512	121,417	129,433	129,433	129,433
51150 DB RETIREMENT	49,282	50,000	78,452	80,850	80,850	80,850
51155 DC RETIREMENT	30,683	37,000	28,232	31,000	31,000	31,000
TOTAL PERSONAL SERVICES	\$ 1,033,906	\$ 1,171,512	\$ 1,079,168	\$ 1,212,283	\$ 1,212,283	\$ 1,212,283
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 134,129	\$ 238,296	\$ 223,609	\$ 242,656	\$ 242,656	\$ 242,656
52210 FINANCIAL SERVICES	217	-	-	-	-	-
52310 UTILITIES & COMMUNICATIONS	2,730	3,215	4,114	3,215	3,215	3,215
52410 PROFESSIONAL SERVICES	6,055	5,425	5,129	15,880	15,880	15,880
52510 OTHER SERVICES	52,486	29,602	28,657	29,972	29,972	29,972
52610 MAINT. & REPAIR SERVICE		500	500	500	500	500
TOTAL CONTRACTUAL SERVICES	\$ 195,617	\$ 277,038	\$ 262,009	\$ 292,223	\$ 292,223	\$ 292,223
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 6,776	\$ 3,750	\$ 6,050	\$ 3,750	\$ 3,750	\$ 3,750
53310 GENERAL SUPPLIES	7,483	4,500	3,749	5,000	5,000	5,000
53610 MAINT. & REPAIR MATERIALS	848					
TOTAL MATERIALS & SUPPLIES	\$ 15,107	\$ 8,250	\$ 9,799	\$ 8,750	\$ 8,750	\$ 8,750
TOTAL BUDGET	\$ 1,244,630	\$ 1,456,800	\$ 1,350,976	\$ 1,513,256	\$ 1,513,256	\$ 1,513,256

# **CITY OF BARTLESVILLE**

### 2025-26 Operating Budget General Fund – Administration – Personnel and Capital Detail

FUND 101 GENERAL DEPT 120 ADMINISTRATION

	PERS	ONNEL SCHEDULE		
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES
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	1	1	1	1
Executive Assistant	1	1	1	1
Human Resources Manager	1	1	1	1
Sr Administrative Assistant	1	1	1	1
TOTAL	8_	8_	8_	8

# 2025-26 Operating Budget General Fund – Accounting and Finance – Summary

Department Mission:	excelle	• -	t of our community er service, team	y by striving to attain work, ethics, and	
Department Description	artment Description: Under the supervision of the Administrative Director Accounting and Finance department performs all of t and treasury functions for the City. These combined fun divided into the following divisions:				
	payroll Custom	, accounting, City ner Services: respo	Clerk, and Treasur nsible for all dutie	associated with AP, y services. s associated with the icipal court services.	
2025 Accomplishment	Cit • Sta	y's AA- bond rational states and the states and the states and the states and the states are state	ng	ices and maintained the ling module of the City-	
2026 Objectives:	the • Co	e City's reserves an	nd retaining the Cit ation of the Utility	es aimed at maintaining y's AA- bond rating y Billing module of the	
Budget Highlights:	departn		expenditures, utilites.	counting and Finance ty billing preparation	
				JND 101 GENERAL NTING & FINANCE	
2023-24 ACTUAL 2024-	25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED	
\$1,710,938 \$2	,041,416	\$1,924,862	\$2,288,221	\$2,288,221	

## 2025-26 Operating Budget General Fund – Accounting and Finance – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST	CITY MGR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 872,825	\$ 1,003,000	\$ 951,591	\$ 1,099,000	\$ 1,099,000	\$ 1,099,000
51120 OVERTIME	-	1,000	-	1,000	1,000	1,000
51130 FICA	63,589	77,000	69,328	85,000	85,000	85,000
51140 GROUP INSURANCE	213,398	244,436	247,152	258,871	258,871	258,871
51150 DB RETIREMENT	63,530	65,000	65,060	55,000	55,000	55,000
51155 DC RETIREMENT	22,846	29,000	24,852	35,000	35,000	35,000
TOTAL PERSONAL SERVICES	\$ 1,236,188	\$ 1,419,436	\$ 1,357,983	\$ 1,533,871	\$ 1,533,871	\$ 1,533,871
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 5,409	\$ 19,000	\$ 6,200	\$ 19,250	\$ 19,250	\$ 19,250
52210 FINANCIAL SERVICES	316,180	359,000	316,695	359,000	359,000	359,000
52310 UTILITIES & COMMUNICATIONS	3,440	1,580	3,000	2,900	2,900	2,900
52410 PROFESSIONAL SERVICES	12,315	77,500	84,700	197,500	197,500	197,500
52510 OTHER SERVICES	114,160	129,700	119,000	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
TOTAL CONTRACTUAL SERVICES	\$ 451,504	\$ 588,780	\$ 529,595	\$ 710,350	\$ 710,350	\$ 710,350
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 17,670	\$ 30,200	\$ 35,948	\$ 41,000	\$ 41,000	\$ 41,000
53310 GENERAL SUPPLIES	5,598	3,000	1,336	3,000	3,000	3,000
53610 MAINT. & REPAIR MATERIALS	(22)	-	-	-	-	-
TOTAL MATERIALS & SUPPLIES	\$ 23,246	\$ 33,200	\$ 37,284	\$ 44,000	\$ 44,000	\$ 44,000
TOTAL BUDGET	\$ 1,710,938	\$ 2,041,416	\$ 1,924,862	\$ 2,288,221	\$ 2,288,221	\$ 2,288,221

#### 2025-26 Operating Budget General Fund – Accounting and Finance – Personnel and Capital Detail

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

PERSONNEL SCHEDULE						
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES		
AD/CFO	1	1	1	1		
Finance Supervisor	2	2	2	2		
Grants Coordinator	0.5	1	0.5	1		
Accounts Payable Specialist	1	1	1	1		
Purchasing Tech	1	1	1	1		
Finance/Payroll Specialist	1	1	0	1		
Court Clerk	1	1	1	1		
Deputy Court Clerk	1	1	1	1		
Fiscal Tech	6	6	5	6		
Lead Customer Service Tech	1	1	1	1		
Collections Agent	0.5	0.5	0.5	0.5		
TOTAL	16	16.5	14	16.5		

2025-26 Operating Budget General Fund – Legal – Summary

Department Mission:	departme arbitratio	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 Descriptio	the legal of City by in court of matters appointed brought by by the Ma	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.					
2025 Accomplishmen		essfully negotiate 's two unions	d the 2024-25 labo	or agreements with the			
2026 Objectives:		essfully negotiate 's two unions	the 2025-26 labor	agreements with the			
Budget Highlights:	personne	<b>e</b> 1	unicipal judge and	egal department are I City attorney and ion or litigation.			
			F	UND 101 GENERAL DEPT 150 LEGAL			
2023-24 ACTUAL 2	024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED			
\$229,133	\$266,829	\$265,079	\$304,559	\$304,559			

# 2025-26 Operating Budget General Fund – Legal – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST	CITY MGR REC	2025-26 APPROVED
51110 REGULAR SALARIES 51130 FICA	<u>\$ 143,998</u> 10,415	<u>    163,000    </u> 13,000	<u>\$ 154,842</u> 11,273	<u>    168,000                                  </u>	<u>\$ 168,000</u> 13,000	<u>\$ 168,000</u> 13,000
51140 GROUP INSURANCE 51155 DC RETIREMENT	<u>26,675</u> 13	29,629	29,958	32,359	32,359	32,359
TOTAL PERSONAL SERVICES	\$ 181,101	\$ 205,629	\$ 196,073	\$ 213,359	\$ 213,359	\$ 213,359
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES 52410 PROFESSIONAL SERVICES 52510 OTHER SERVICES 52810 INSURANCE & BONDS	\$ 1,220 32,412 14,400	\$ 1,600 45,000 14,400 200	\$ <u>386</u> 54,000 14,400 -	\$ 1,600 75,000 14,400 200	\$ 1,600 75,000 14,400 200	\$ 1,600 75,000 14,400 200
TOTAL CONTRACTUAL SERVICES	\$ 48,032	\$ 61,200	\$ 68,786	\$ 91,200	\$ 91,200	\$ 91,200
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$-	\$ -	\$ 220	\$ -	\$ -	\$ -
TOTAL MATERIALS & SUPPLIES	\$	\$-	\$ 220	\$-	\$-	\$-
TOTAL BUDGET	\$ 229,133	\$ 266,829	\$ 265,079	\$ 304,559	\$ 304,559	\$ 304,559

2025-26 Operating Budget General Fund – Legal – Personnel and Capital Detail

> FUND 101 GENERAL DEPT 150 LEGAL

PERSONNEL SCHEDULE						
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES		
City Attorney	1	1	1	1		
City Judge	1	1	1	1		
Bailiff	0.23	0.23	0.23	0.23		
TOTAL	2.23	2.23	2.23	2.23		

# 2025-26 Operating Budget General Fund – Building and Neighborhood Services – Summary

Department Mission:	To ensure all codes and ordinances related to land use, property development, construction, and occupation are adhered to through regular inspections and reviews.
Department Description:	Building Development is responsible for the review of all building and site plans and the inspection of all building and construction projects to assure compliance with all building and safety codes. This department is also responsible for issuance of new occupational (business) licenses and registration of contractor licenses.
	Neighborhood Services is responsible for the inspection of private property and nuisances (tall grass, weeds, trash, inoperable vehicles, etc.) as well as property maintenance, and the use of property to assure compliance with city codes. The department is also responsible for the registration of rental properties within the city limits.
2025 Accomplishments:	<ul> <li>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</li> <li>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</li> <li>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</li> </ul>

#### 2025-26 Operating Budget General Fund – Building and Neighborhood Services – Summary (continued)

2026 Objectives:	• Incre	ease compliance:	The division will	ll aim to improve				
			•	lations by working				
		with property owners and tenants to address violations and provide education about compliance requirements						
	-		· ·					
	in t insp	ouildings and pul ections, identifyin	olic spaces by c	on improving safety onducting targeted and working with em				
	supp ensu to pe in	ort professional d re they are equipperform their duties	evelopment oppor ed with the latest k effectively. This n , updates to bu	will encourage and tunities for staff to nowledge and skills nay include training hilding codes and				
Budget Highlights:	•	or budgeted expension of dilapidated strue	▲ ▲	nnel costs and the				
		DEPT 155 B	FU UILDING & NEIGHBOI	JND 101 GENERAL RHOOD SERVICES				
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED				
\$801,114	\$1,048,315	\$851,240	\$1,035,660	\$1,035,660				

## 2025-26 Operating Budget General Fund – Building and Neighborhood Services – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 455,588	\$ 446,000	\$ 465,189	\$ 460,000	\$ 460,000	\$ 460,000
51120 OVERTIME	187	-	-	-	-	-
51130 FICA	33,653	35,000	34,252	36,000	36,000	36,000
51140 GROUP INSURANCE	113,699	125,921	127,320	129,435	129,435	129,435
51150 DB RETIREMENT	15,787	16,000	16,307	17,000	17,000	17,000
51155 DC RETIREMENT	16,803	18,000	17,172	18,000	18,000	18,000
51170 WORKER'S COMPENSATION	1,127	-		-	-	-
TOTAL PERSONAL SERVICES	\$ 636,844	\$ 640,921	\$ 660,240	\$ 660,435	\$ 660,435	\$ 660,435
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 3,848	\$ 19,650	\$ 3,000	\$ 27,650	\$ 27,650	\$ 27,650
52310 UTILITIES & COMMUNICATIONS	9,349	11,329	8,500	15,900	15,900	15,900
52410 PROFESSIONAL SERVICES		12,000	3,500	-	-	-
52510 OTHER SERVICES	128,920	310,600	160,000	320,600	270,600	270,600
52610 MAINT. & REPAIR SERVICE	2,278	-	1,500	5,000	5,000	5,000
TOTAL CONTRACTUAL SERVICES	\$ 144,395	\$ 353,579	\$ 176,500	\$ 369,150	\$ 319,150	\$ 319,150
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 728	\$ 4,000	\$ 2,000	\$ 6,000	\$ 6,000	\$ 6,000
53310 GENERAL SUPPLIES	745	-	2,500	5,000	5,000	5,000
53410 TOOLS & EQUIPMENT	5,448	21,475	-	21,475	11,475	11,475
53510 FUEL	10,049	11,000	8,000	15,600	11,600	11,600
53610 MAINT. & REPAIR MATERIALS	2,905	17,340	2,000	22,000	22,000	22,000
TOTAL MATERIALS & SUPPLIES	\$ 19,875	\$ 53,815	\$ 14,500	\$ 70,075	\$ 56,075	\$ 56,075
TOTAL BUDGET	\$ 801,114	\$ 1,048,315	\$ 851,240	\$ 1,099,660	\$ 1,035,660	\$ 1,035,660

#### 2025-26 Operating Budget General Fund – Building and Neighborhood Services – Personnel and Capital Detail

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

	PERS	ONNEL SCHEDULE		
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES
Chief Building Official	1	1	1	1
Building Inspector	2	2	2	2
Neighborhood Service Supervisor	1	1	1	1
Neighborhood Srvc Officer	1.5	2.5	2.5	2.5
Planner I	1	0	0	0
Abatement-Compliance Officer	1	1	1	1
TOTAL	7.5	7.5	7.5	7.5

# 2025-26 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.				
2025 Accomplishments:	H • St • O	all taff attending storn pened pools and sp	of new cooling to n siren training cla plash pads for the s he main line at Soc	season		
2026 Objectives:	facil • Ope • Pref • Perf	lities n pools and splash form monthly HVA	pads for the summ C maintenance and enance and testing	d inspections		
Budget Highlights:	•	• •	osts and replacem	ilding Maintenance ent of vehicles and UND 101 GENERAL NG MAINTENANCE		
2023-24 ACTUAL 2024	-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED		
\$499,163	549,356	\$526,883	\$583,852	\$583,852		

# 2025-26 Operating Budget General Fund – Building Maintenance – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
51110 REGULAR SALARIES	282,804	\$ 313,000	\$ 304,541	\$ 330,000	\$ 330,000	\$ 330,000
51130 FICA	19,878	24,000	21,573	26,000	26,000	26,000
51140 GROUP INSURANCE	81,687	74,071	74,894	80,897	80,897	80,897
51150 DB RETIREMENT	11,247	12,000	11,500	12,000	12,000	12,000
51155 DC RETIREMENT	10,685	13,000	13,109	15,000	15,000	15,000
51170 WORKER'S COMPENSATION	1,302	667	667	646	646	646
TOTAL PERSONAL SERVICES	\$ 407,603	\$ 436,738	\$ 426,284	\$ 464,543	\$ 464,543	\$ 464,543
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 725	\$ 1,880	\$ 1,000	\$ 1,880	\$ 1,880	\$ 1,880
52310 UTILITIES & COMMUNICATIONS	10,101	11,150	10,500	11,150	11,150	11,150
52510 OTHER SERVICES	58,786	74,900	70,000	81,491	81,491	81,491
52610 MAINT. & REPAIR SERVICE	979	1,300	1,200	1,300	1,300	1,300
TOTAL CONTRACTUAL SERVICES	\$ 70,591	\$ 89,230	\$ 82,700	\$ 95,821	\$ 95,821	\$ 95,821
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 381	\$ 300	\$ 276	\$ 300	\$ 300	\$ 300
53210 JANITORIAL SUPPLIES	600	400	772	500	500	500
53310 GENERAL SUPPLIES	3,914	2,188	4,330	2,188	2,188	2,188
53410 TOOLS & EQUIPMENT	3,275	2,000	1,451	2,000	2,000	2,000
53510 FUEL	7,487	11,000	8,215	11,000	11,000	11,000
53610 MAINT. & REPAIR MATERIALS	5,085	7,500	2,855	7,500	7,500	7,500
TOTAL MATERIALS & SUPPLIES	\$ 20,742	\$ 23,388	\$ 17,899	\$ 23,488	\$ 23,488	\$ 23,488
55960 VEHICLES & EQUIPMENT	\$ 227	\$-	\$ -	\$ -	\$ -	\$-
TOTAL CAPITAL OUTLAY	\$ 227	\$-	\$-	\$-	\$-	\$-
TOTAL BUDGET	\$ 499,163	\$ 549,356	\$ 526,883	\$ 583,852	\$ 583,852	\$ 583,852

2025-26 Operating Budget General Fund – Building Maintenance – Personnel and Capital Detail

#### FUND 101 GENERAL DEPT 160 BUILDING MAINTENANCE

PERSONNEL SCHEDULE						
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES		
Bldg Maintenance Supervisor	1	1	1	1		
Senior Maint-Repair Tech	2	2	2	2		
Maint-Repair Tech	2	2	2	2		
TOTAL	5	5	5	5		

# 2025-26 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 Descripti	maintena	The General Services Department reflects expenditures for the maintenance and upkeep of the City Center and expenditures which are non-departmental in nature.				
2025 Accomplishme	ents: N/A					
2026 Objectives:	N/A					
Budget Highlights:	departme City Cen Center, a	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.				
				JND 101 GENERAL ENERAL SERVICES		
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED		
\$840,666	\$959,650	\$675,385	\$974,550	\$974,550		

### 2025-26 Operating Budget General Fund – General Services – Line Item Detail

CONTRACTUAL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST	CITY MGR REC	2025-26 APPROVED
52210 FINANCIAL SERVICES	\$ 1,500	\$ -	\$ 1,500	\$ -	\$-	\$ -
52310 UTILITIES & COMMUNICATIONS	129,886	245,300	119,000	245,300	245,300	245,300
52410 PROFESSIONAL SERVICES	60,997	10,000	9,645	10,000	10,000	10,000
52510 OTHER SERVICES	235,416	223,080	120,500	215,280	215,280	215,280
52610 MAINT. & REPAIR SERVICE	3,954	28,700	6,700	31,200	31,200	31,200
52810 INSURANCE & BONDS	364,839	418,570	399,340	438,770	438,770	438,770
TOTAL CONTRACTUAL SERVICES	\$ 796,592	\$ 925,650	\$ 656,685	\$ 940,550	\$ 940,550	\$ 940,550
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 8,958	\$ 7,000	\$ 4,850	\$ 7,000	\$ 7,000	\$ 7,000
53210 JANITORIAL SUPPLIES	3,260	4,000	4,150	4,000	4,000	4,000
53310 GENERAL SUPPLIES	20,726	4,000	2,600	4,000	4,000	4,000
53510 FUEL	235	1,000	300	1,000	1,000	1,000
53610 MAINT. & REPAIR MATERIALS	10,895	18,000	6,800	18,000	18,000	18,000
TOTAL MATERIALS & SUPPLIES	\$ 44,074	\$ 34,000	\$ 18,700	\$ 34,000	\$ 34,000	\$ 34,000
TOTAL BUDGET	\$ 840,666	\$ 959,650	\$ 675,385	\$ 974,550	\$ 974,550	\$ 974,550

# 2025-26 Operating Budget General Fund – Cemetery – Summary

Department Mission:	To commemorate lives lived in surroundings of beauty and tranquility that provide comfort and inspiration to the bereaved and the public, and to provide cemetery services to all faiths at a reasonable charge.				
Department Description:	Under the supervision of the Cemetery Director, the City operates White Rose Cemetery. The cemetery has an advisory board whose mission is to preserve and enhance the cemetery by maintaining park-like surroundings which offer peace and comfort to all visiting the cemetery.				
2025 Accomplishments:	<ul> <li>Provided multiple interments</li> <li>Provided maintenance of the grounds and facilities</li> <li>Assisted with wreaths across America program</li> <li>Installed monument for military personnel killed in action and bodies not recovered</li> </ul>				
2026 Objectives:	• Addı	inue routine maint ress public concerr st with cemetery p	is and issues	5	
Budget Highlights:		r budgeted expend a replacement mo		etery are personnel	
				UND 101 GENERAL PT 174 CEMETERY	
2023-24 ACTUAL 2024-	25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED	
\$7,556 \$	16,860	\$13,398	\$17,213	\$17,213	

## 2025-26 Operating Budget General Fund – Cemetery – Line Item Detail

CONTRACTUAL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
52110 EMPLOYMENT SERVICES	\$-	\$ 100	\$-	\$ 100	\$ 100	\$ 100
52310 UTILITIES & COMMUNICATIONS	3,294	4,400	3,000	4,400	4,400	4,400
52510 OTHER SERVICES	483	550	852	903	903	903
52610 MAINT. & REPAIR SERVICE	3,235	5,360	5,546	5,360	5,360	5,360
TOTAL CONTRACTUAL SERVICES	\$ 7,012	\$ 10,410	\$ 9,398	\$ 10,763	\$ 10,763	\$ 10,763
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$-	\$ 300	\$-	\$ 300	\$ 300	\$ 300
53210 JANITORIAL SUPPLIES	-	300	-	300	300	300
53310 GENERAL SUPPLIES	60	3,750	2,500	3,750	3,750	3,750
53410 TOOLS & EQUIPMENT	13	100	-	100	100	100
53610 MAINT. & REPAIR MATERIALS	471	2,000	1,500	2,000	2,000	2,000
TOTAL MATERIALS & SUPPLIES	\$ 544	\$ 6,450	\$ 4,000	\$ 6,450	\$ 6,450	\$ 6,450
TOTAL BUDGET	\$ 7,556	\$ 16,860	\$ 13,398	\$ 17,213	\$ 17,213	\$ 17,213

2025-26 Operating Budget General Fund – Cemetery – Personnel and Capital Detail

> FUND 101 GENERAL DEPT 174 CEMETERY

	PERS	SONNEL SCHEDULE		
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES
Cemetery Relations	0	0	0	0
TOTAL	0	0	0	0

# 2025-26 Operating Budget General Fund – Community Development – Summary

Department Mission:	To manage the physical development of the City according applicable strategic plans, codes, ordinances, and laws.					
Department Description:	The Community Development Department is responsible for the preparation and review of short and long-range plans pertaining to the physical development of the City and the three-mile area adjacent to the City limits and which lies within Washington County. This department is also responsible for CDBG grant administration, floodplain management and hazard mitigation planning, airport planning, and the administration and enforcement of institutional controls for soil excavation activities within the National Zinc Overlay District.					
2025 Accomplishments:	<ul> <li>Improved public engagement: The division has implemented strategies to improve public engagement and outreach. This has increased community involvement in the planning process</li> <li>Increased economic development: The division has worked with other organization to help promote economic development in the community by identifying key areas for growth</li> <li>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</li> </ul>					

#### 2025-26 Operating Budget General Fund – Community Development – Summary (continued)

2026 Objectives:	<ul> <li>on u</li> <li>will</li> <li>stake</li> <li>and e</li> <li>com</li> <li>311</li> <li>will</li> <li>impr</li> <li>will</li> <li>com</li> <li>syste</li> <li>Hou:</li> <li>an a:</li> <li>and e</li> <li>data</li> <li>deve</li> <li>and e</li> <li>spec</li> <li>iden</li> <li>depa</li> <li>initia</li> </ul>	pdating the compr involve gathering eholders, identifyind developing strateg iomic growth, and Software Impleme work on impleme work on impleme ove communication involve identifyind munity, selecting em that is user-fries sing Stock Analysis nalysis of the component on housing affort eloping strategies to accessible housing cial Project Planni tify and plan for more atives to promo	rehensive plan for g input from comm ng areas for grow ies to promote sust quality of life entation: The Spec enting a new 311 on and service delive ng the needs and a software providendly and effective is: The Planning I munity's housing se nprovement. This we dability, accessibil o promote the develop ng: The Special P ew projects that su unity. This may ind	ng Division will focus the community. This munity members and th and improvement, ainable development, cial Projects Division software system to very to residents. This l preferences of the der, and designing a Division will conduct stock to identify gaps will involve collecting ity, and quality, and lopment of affordable Projects Division will pport the goals of the clude developing new velopment, improve public spaces
Budget Highlights:	Develop		are personnel cos	the Community sts and the City's
			F DEPT 180 COMMUNI	UND 101 GENERAL TY DEVELOPMENT
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED
\$562,237	\$682,465	\$662,313	\$789,045	\$789,045

## 2025-26 Operating Budget General Fund – Community Development – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 376,771	\$ 452,000	\$ 448,376	\$ 497,000	\$ 497,000	\$ 497,000
51130 FICA	28,547	35,000	33,786	38,000	38,000	38,000
51140 GROUP INSURANCE	63,349	59,257	59,915	80,897	80,897	80,897
51155 DC RETIREMENT	20,989	25,000	23,836	27,000	27,000	27,000
TOTAL PERSONAL SERVICES	\$ 489,656	\$ 571,257	\$ 565,913	\$ 642,897	\$ 642,897	\$ 642,897
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 10,050	\$ 11,760	\$ 11,000	\$ 21,300	\$ 21,300	\$ 21,300
52310 UTILITIES & COMMUNICATIONS	1,724	4,600	1,500	4,600	4,600	4,600
52410 PROFESSIONAL SERVICES	-	4,500	4,855	15,000	15,000	15,000
52510 OTHER SERVICES	37,449	70,548	64,245	83,048	83,048	83,048
52610 MAINT. & REPAIR SERVICE	-	200		500	500	500
TOTAL CONTRACTUAL SERVICES	\$ 49,223	\$ 91,608	\$ 81,600	\$ 124,448	\$ 124,448	\$ 124,448
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,645	\$ 2,200	\$ 1,300	\$ 3,000	\$ 3,000	\$ 3,000
53310 GENERAL SUPPLIES	21,547	16,000	13,500	22,200	17,200	17,200
53410 TOOLS & EQUIPMENT	-	400	-	500	500	500
53510 FUEL		500	-	500	500	500
53610 MAINT. & REPAIR MATERIALS	166	500		500	500	500
TOTAL MATERIALS & SUPPLIES	\$ 23,358	\$ 19,600	\$ 14,800	\$ 26,700	\$ 21,700	\$ 21,700
TOTAL BUDGET	\$ 562,237	\$ 682,465	\$ 662,313	\$ 794,045	\$ 789,045	\$ 789,045

#### 2025-26 Operating Budget General Fund – Community Development – Personnel and Capital Detail

#### FUND 101 GENERAL DEPT 180 COMMUNITY DEVELOPMENT

	PERS	SONNEL SCHEDULE		
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES
Community Dev Director	1	1	1	1
Special Projects Manager	1	1	1	1
Senior Administrative Assistant	1	1	1	1
Senior Planner	1	1	1	1
Planner I	1	1	1	0
Planner II	0	0	0	1
TOTAL	5	5	5	5

# 2025-26 Operating Budget General Fund – Tech Services – Summary

Depar	tment 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.					
Depar	tment Description:	assistance computer problem responsib	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.				
2025	Accomplishments	<ul> <li>Motorola 800 mhz upgrade and OKWIN integration</li> <li>Annual PC rollout</li> <li>Firewall Upgrade</li> <li>Library switch and cabling upgrade</li> <li>Core wireless upgrade</li> <li>Takeover of all golf course IT related items hardware/software</li> </ul>					
2026	Objectives:	<ul><li>Came</li><li>M363</li><li>Outly</li></ul>	server upgrade era Upgrades 5 migration ving wireless upg al PC upgrades	grade			
Budge	et Highlights:	departmer	nt are maintena		software systems		
202	23-24 ACTUAL 2024	1-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED		
	\$1,103,322 \$	1,491,757	\$1,420,546	\$1,788,997	\$1,788,997		

### 2025-26 Operating Budget General Fund – Tech Services – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 378,739	\$ 470,000	\$ 408,114	\$ 495,000	\$ 495,000	\$ 495,000
51130 FICA	28,070	36,000	30,341	38,000	38,000	38,000
51140 GROUP INSURANCE	53,349	59,257	59,915	80,897	80,897	80,897
51150 DB RETIREMENT	55,093	57,000	56,762	58,000	58,000	58,000
51155 DC RETIREMENT	2,084	6,000	2,238	7,000	7,000	7,000
TOTAL PERSONAL SERVICES	\$ 517,335	\$ 628,257	\$ 557,370	\$ 678,897	\$ 678,897	\$ 678,897
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 961	\$ 8,000	\$ 7,003	\$ 8,000	\$ 8,000	\$ 8,000
52310 UTILITIES & COMMUNICATIONS	11,999	26,700	26,700	31,300	31,300	31,300
52410 PROFESSIONAL SERVICES	449,107	766,800	765,878	981,400	981,400	981,400
52510 OTHER SERVICES	17,888	10,700	10,500	40,700	40,700	40,700
52610 MAINT. & REPAIR SERVICE	20	13,000	12,640	13,000	13,000	13,000
TOTAL CONTRACTUAL SERVICES	\$ 479,975	\$ 825,200	\$ 822,721	\$ 1,074,400	\$ 1,074,400	\$ 1,074,400
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 97,919	\$ 28,200	\$ 27,400	\$ 25,400	\$ 25,400	\$ 25,400
53210 JANITORIAL SUPPLIES	253	300	-	300	300	300
53310 GENERAL SUPPLIES	235	1,300	1,880	1,500	1,500	1,500
53410 TOOLS & EQUIPMENT	2,890	2,500	2,410	2,500	2,500	2,500
53510 FUEL	906	1,000	865	1,000	1,000	1,000
53610 MAINT. & REPAIR MATERIALS	3,809	5,000	7,900	5,000	5,000	5,000
TOTAL MATERIALS & SUPPLIES	\$ 106,012	\$ 38,300	\$ 40,455	\$ 35,700	\$ 35,700	\$ 35,700
TOTAL BUDGET	\$ 1,103,322	\$ 1,491,757	\$ 1,420,546	\$ 1,788,997	\$ 1,788,997	\$ 1,788,997

2025-26 Operating Budget General Fund – Tech Services – Personnel and Capital Detail

#### FUND 101 GENERAL DEPT 185 TECH SERVICES

PERSONNEL SCHEDULE						
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES		
Tech Services Director	1	1	1	1		
Program Specialist	0	1	1	1		
Senior Network Administrator	0	1	0	1		
Network Administrator	3	2	3	2		
TOTAL	4	5	5	5		

#### 2025-26 Operating Budget General Fund – Engineering – Summary

- Department Mission: To maintain infrastructure records of the City. To provide engineering support including planning, project design, management, land survey, construction inspection, and geographic information services to all departments. To assist with short- and long-term capital improvement planning and implementation.
- Department Description: The Engineering department prepares, plans, and performs construction inspection services for public improvements. It is also responsible for traffic engineering services, capital improvements, storm water management, including compliance with NPDES Phase II requirements, right of way and easement closings, and the preparation, update, and maintenance of all city-related maps and associated records, including the in-house geographic information system (GIS) and public access to the GIS system through the City's web.
- 2025 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 24-25 out for bids, under construction, or completed
  - Managed the traffic calming program

CITY OF BARTLESVILLE 2025-26 Operating Budget General Fund – Engineering – Summary (continued)					
2026 Objectives:	<ul> <li>Continue to support other departments and infrastructure projects with engineering design, surveys, and project management</li> <li>Have 80% of the current Capital projects out for bid or under construction within the fiscal year they are approved</li> </ul>				
Budget Highlights:	The major budgeted expenditures for the Engineering department are personnel costs and professional consulting services. FUND 101 GENERAL DEPT 190 ENGINEERING				
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED	
\$800,731	\$1,009,762	\$823,455	\$1,015,376	\$1,015,376	

## 2025-26 Operating Budget General Fund – Engineering – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 564,538	\$ 722,000	\$ 556,293	\$ 722,000	\$ 722,000	\$ 722,000
51130 FICA	41,048	56,000	40,218	56,000	56,000	56,000
51140 GROUP INSURANCE	100,024	96,293	97,363	113,256	113,256	113,256
51150 DB RETIREMENT	25,559	26,000	26,066	27,000	27,000	27,000
51155 DC RETIREMENT	24,675	35,000	23,797	34,000	34,000	34,000
51170 WORKER'S COMPENSATION	114	349	349			
TOTAL PERSONAL SERVICES	\$ 755,958	\$ 935,642	\$ 744,086	\$ 952,256	\$ 952,256	\$ 952,256
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 3,455	\$ 6,120	\$ 2,500	\$ 6,120	\$ 6,120	\$ 6,120
52310 UTILITIES & COMMUNICATIONS	1,551	2,300	1,350	2,300	2,300	2,300
52410 PROFESSIONAL SERVICES	21,856	37,250	59,746	26,250	26,250	26,250
52510 OTHER SERVICES	6,965	8,950	7,078	8,950	8,950	8,950
52610 MAINT. & REPAIR SERVICE		1,800		1,800	1,800	1,800
52710 OPERATIONAL SERVICES	748	1,000	1,000	1,000	1,000	1,000
TOTAL CONTRACTUAL SERVICES	\$ 34,575	\$ 57,420	\$ 71,674	\$ 46,420	\$ 46,420	\$ 46,420
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 96	\$ 3,400	\$ 100	\$ 3,400	\$ 3,400	\$ 3,400
53310 GENERAL SUPPLIES	727		1,620		-	-
53410 TOOLS & EQUIPMENT	-	1,500	-	1,500	1,500	1,500
53510 FUEL	7,758	8,800	5,875	8,800	8,800	8,800
53610 MAINT. & REPAIR MATERIALS	1,617	3,000	100	3,000	3,000	3,000
TOTAL MATERIALS & SUPPLIES	\$ 10,198	\$ 16,700	\$ 7,695	\$ 16,700	\$ 16,700	\$ 16,700
TOTAL BUDGET	\$ 800,731	\$ 1,009,762	\$ 823,455	\$ 1,015,376	\$ 1,015,376	\$ 1,015,376

2025-26 Operating Budget General Fund – Engineering – Personnel and Capital Detail

#### FUND 101 GENERAL DEPT 190 ENGINEERING

PERSONNEL SCHEDULE						
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES		
Engineering Director	1	1	1	1		
Civil Engineer	2	3	2	3		
Construction Inspector	2	2	2	2		
GIS Technician	0	0.5	0	0.5		
Senior Administrative Assistant	1	1	1	1		
TOTAL	6	7.5	6	7.5		

# 2025-26 Operating Budget General Fund – Fleet Maintenance – Summary

Department Mission:	down tin	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 Descriptio	responsit all mect maintena products, maintain	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.					
2025 Accomplishmen	equi • Purc	equipment					
2026 Objectives:	<ul><li>incre</li><li>Esta</li><li>prog</li><li>Con</li></ul>	<ul> <li>Streamline preventative maintenance procedures to better increase internal efficiency</li> <li>Establish a functional internal equipment management program that tracks inventory and work order history</li> <li>Continue technician training through continuing education and certification programs</li> </ul>					
Budget Highlights:	The major budgeted expenditures for the Fleet Maintenance department are personnel costs and repair parts.						
			•	JND 101 GENERAL ET MAINTENANCE			
2023-24 ACTUAL 20	24-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED			
\$503,038	\$543,183	\$541,415	\$576,622	\$576,622			

## 2025-26 Operating Budget General Fund – Fleet Maintenance – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST	CITY MGR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 319,285	\$ 340,000	\$ 339,236	\$ 356,000	\$ 356,000	\$ 356,000
51130 FICA	23,222	26,000	24,646	28,000	28,000	28,000
51140 GROUP INSURANCE	66,687	74,071	74,894	80,897	80,897	80,897
51150 DB RETIREMENT	15,494	16,000	15,706	17,000	17,000	17,000
51155 DC RETIREMENT	13,519	15,000	14,337	16,000	16,000	16,000
51170 WORKER'S COMPENSATION				1,851	1,851	1,851
TOTAL PERSONAL SERVICES	\$ 438,207	\$ 471,071	\$ 468,819	\$ 499,748	\$ 499,748	\$ 499,748
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 5,053	\$ 5,200	\$ 4,600	\$ 5,200	\$ 5,200	\$ 5,200
52310 UTILITIES & COMMUNICATIONS	13,596	14,912	13,000	14,912	14,912	14,912
52510 OTHER SERVICES	4,556	4,900	7,283	7,162	7,162	7,162
52610 MAINT. & REPAIR SERVICE	11,087	10,033	6,000	10,033	10,033	10,033
TOTAL CONTRACTUAL SERVICES	\$ 34,292	\$ 35,045	\$ 30,883	\$ 37,307	\$ 37,307	\$ 37,307
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 214	\$ 500	\$ 245	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	103	700	300	700	700	700
53310 GENERAL SUPPLIES	430	4,084	1,000	4,084	4,084	4,084
53410 TOOLS & EQUIPMENT	7,862	8,583	8,663	8,583	8,583	8,583
53510 FUEL	1,716	3,200	2,000	3,200	3,200	3,200
53610 MAINT. & REPAIR MATERIALS	20,214	20,000	29,505	22,500	22,500	22,500
TOTAL MATERIALS & SUPPLIES	\$ 30,539	\$ 37,067	\$ 41,713	\$ 39,567	\$ 39,567	\$ 39,567
TOTAL BUDGET	\$ 503,038	\$ 543,183	\$ 541,415	\$ 576,622	\$ 576,622	\$ 576,622

2025-26 Operating Budget General Fund – Fleet Maintenance – Personnel and Capital Detail

#### FUND 101 GENERAL DEPT 195 FLEET MAINTENANCE

PERSONNEL SCHEDULE						
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES		
Municipal Garage Supervisor	1	1	1	1		
Senior Vehicle Mechanic	4	4	4	4		
TOTAL	5	5	5	5		

2025-26 Operating Budget General Fund – Fire – Summary

Department Mission:	To provide fire prevention, fire suppression, other fire relate ervices, first responder emergency medical services, an azardous materials incident control to the City and surroundin reas in a timely manner.				
Department Description:	The Fire Department is engaged in the prevention and suppression of fires for the City. It also provides emergency medical service for life threatening situations and responds to hazardous materials incidents. The Department conducts fire code inspections and investigates suspicious fires in cooperation with the Police Department. It serves the immediate surrounding rural area on a fee basis and assists other nearby fire departments on request for mutual aid.				
2025 Accomplishments:	<ul> <li>Replaced 1998 Model Quint with a newer 100' Tower</li> <li>Placed new Engine 4 in service</li> <li>Started communications system upgrade to 800Mhz</li> <li>Replaced CO meters with new 4 Gas monitors</li> <li>Started updating MPs and Response Procedures</li> </ul>				
2026 Objectives:	<ul> <li>Complete communications system upgrade to 800Mhz</li> <li>Increase Officer and Company Level Training</li> <li>Replace Engine 2 with better ARFF capabilities</li> <li>Increase Fire Prevention and Pre-Plan activities</li> <li>Start construction for new Station 2</li> </ul>				

2025-26 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.

			I	FUND 101 GENERAL DEPT 250 FIRE
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED
\$7,948,584	\$8,241,858	\$8,486,429	\$8,973,961	\$8,973,961

#### 2025-26 Operating Budget General Fund – Fire – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST	CITY MGR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 4,814,850	\$ 5,154,000	\$ 5,143,914	\$ 5,542,781	\$ 5,542,781	\$ 5,542,781
51120 OVERTIME	878,928	670,000	790,881	886,000	886,000	886,000
51130 FICA	85,051	99,000	87,608	101,000	101,000	101,000
51140 GROUP INSURANCE	903,922	844,443	964,449	848,538	848,538	848,538
51150 DB RETIREMENT	11,426	12,000	11,640	13,000	13,000	13,000
51160 PENSION	722,882	813,000	773,242	833,000	833,000	833,000
51170 WORKER'S COMPENSATION	27,249	41,329	41,329	54,426	54,426	54,426
TOTAL PERSONNEL SERVICES	\$ 7,444,308	\$ 7,633,772	\$ 7,813,063	\$ 8,278,745	\$ 8,278,745	\$ 8,278,745
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 118,821	\$ 110,725	\$ 111,022	\$ 137,600	\$ 137,600	\$ 137,600
52210 FINANCIAL SERVICES	98	-	-	-	-	-
52310 UTILITIES & COMMUNICATIONS	66,571	65,320	69,443	76,940	76,940	76,940
52410 PROFESSIONAL SERVICES	4,500	8,000	71,900	8,000	8,000	8,000
52510 OTHER SERVICES	24,620	20,734	30,459	29,050	29,050	29,050
52610 MAINT. & REPAIR SERVICE	81,880	91,034	98,601	105,049	105,049	105,049
TOTAL CONTRACTUAL SERVICES	\$ 296,490	\$ 295,813	\$ 381,425	\$ 356,639	\$ 356,639	\$ 356,639
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,004	\$ 5,350	\$ 1,714	\$ 5,350	\$ 5,350	\$ 5,350
53210 JANITORIAL SUPPLIES	13,291	20,000	107	25,000	25,000	25,000
53310 GENERAL SUPPLIES	68,936	152,723	156,182	172,027	172,027	172,027
53410 TOOLS & EQUIPMENT	2,641	5,200	5,447	5,200	5,200	5,200
53510 FUEL	45,262	56,000	55,943	56,000	56,000	56,000
53610 MAINT. & REPAIR MATERIALS	76,029	73,000	72,548	75,000	75,000	75,000
TOTAL MATERIALS & SUPPLIES	\$ 207,163	\$ 312,273	\$ 291,941	\$ 338,577	\$ 338,577	\$ 338,577
CAPITAL OUTLAY						
55940 MACHINERY & EQUIPMENT	\$ 623	\$ -	\$ -	\$ -	\$-	\$ -
TOTAL CAPITAL OUTLAY	\$ 623	\$ -	<u>\$ -</u>	\$	\$ -	\$ -
TOTAL BUDGET	\$ 7,948,584	\$ 8,241,858	\$ 8,486,429	\$ 8,973,961	\$ 8,973,961	\$ 8,973,961

2025-26 Operating Budget General Fund – Fire – Personnel and Capital Detail

> FUND 101 GENERAL DEPT 250 FIRE

PERSONNEL SCHEDULE							
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES			
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	37			
Senior Administrative Assistant	1	1	1	1			
TOTAL	71	71	71	75			

2025-26 Operating Budget General Fund – Police – Summary

Department Mission:	To protect and serve the citizens of Bartlesville through crime prevention, investigation, law enforcement, and detention of prisoners.					
Department Description:	The Police department's primary functions are crime prevention and suppression, investigation of criminal activity, recovery of property and apprehension of offenders. Patrol activity is used for crime prevention and enforcement of traffic and other ordinances of the City. The Department operates a Criminal Investigation Division, Patrol Division, Service Division, Community Policing Division, parking enforcement, records and identification, animal control, and a detention facility.					
2025 Accomplishments:	<ul> <li>Continued policy accreditation, development, and updates</li> <li>Added a mini truck to our FLEET from a P66 donation and implemented a Parks/Pathfinder Unit on patrol</li> <li>Continued Citizen Police Academy instruction</li> <li>Added new police vehicles and continued upgrades and replacement of existing FLEET</li> <li>Completed implementation of four bike patrol units</li> <li>Completed firing range upgrades, adding turning targets</li> <li>Completed the Command Post Bus</li> <li>Implemented the Basic Police Officer Curriculum (BPOC) with Tri-County Tech</li> <li>Developed a Wellness Center at the stand-alone police substation to promote physical fitness</li> <li>Implemented mandatory Active Bystandership for Law Enforcement (ABLE) training for Officers</li> <li>Completed upgrade and implementation of (50) fifty bodyworn cameras</li> <li>Implemented wellness checks for all Police Department personnel</li> </ul>					

2025-26 Operating Budget General Fund – Police – Summary (continued)

2026 Objectives:	pr • C ha im • C • C of • C of • C	<ul> <li>health clinicians whose priority is to follow up on calls involving mental health crises</li> <li>Continue Citizen Police Academy instruction</li> </ul>				
Budget Highlights:	personne non-capi	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.				
			·	UND 101 GENERAL DEPT 270 POLICE		
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED		
\$9,045,629	\$10,131,557	\$9,933,634	\$10,901,009	\$10,901,009		

#### 2025-26 Operating Budget General Fund – Police – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 5,736,587	\$ 6,285,000	\$ 6,147,493	\$ 6,701,000	\$ 6,701,000	\$ 6,701,000
51120 OVERTIME	116,608	105,000	133,320	110,000	110,000	110,000
51130 FICA	431,609	493,000	461,452	515,000	515,000	515,000
51140 GROUP INSURANCE	995,810	1,244,400	1,258,227	1,359,072	1,359,072	1,359,072
51150 DB RETIREMENT	11,413	12,000	11,821	13,000	13,000	13,000
51155 DC RETIREMENT	11,961	12,000	10,618	12,000	12,000	12,000
51160 PENSION	678,294	789,000	735,406	908,000	908,000	908,000
51170 WORKER'S COMPENSATION	3,689	10,833	10,833	20,763	20,763	20,763
TOTAL PERSONNEL SERVICES	\$ 7,985,971	\$ 8,951,233	\$ 8,769,170	\$ 9,638,835	\$ 9,638,835	\$ 9,638,835
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 321,982	\$ 339,800	\$ 292,500	\$ 367,300	\$ 352,300	\$ 352,300
52210 FINANCIAL SERVICES	493	-	742	-	-	-
52310 UTILITIES & COMMUNICATIONS	65,853	65,780	66,664	74,530	74,530	74,530
52510 OTHER SERVICES	103,075	118,400	185,028	174,800	174,800	174,800
52610 MAINT. & REPAIR SERVICE	44,134	59,544	69,966	78,744	73,744	73,744
52810 INSURANCE & BONDS	3,539	3,800	1,428	3,800	3,800	3,800
TOTAL CONTRACTUAL SERVICES	\$ 539,076	\$ 587,324	\$ 616,328	\$ 699,174	\$ 679,174	\$ 679,174
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 6,208	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000
53210 JANITORIAL SUPPLIES	3,284	3,000	3,000	3,000	3,000	3,000
53310 GENERAL SUPPLIES	174,616	217,000	215,075	227,000	217,000	217,000
53410 TOOLS & EQUIPMENT	39,607	20,000	49,451	30,000	30,000	30,000
53510 FUEL	193,007	220,000	170,281	220,000	200,000	200,000
53610 MAINT. & REPAIR MATERIALS	103,860	125,000	102,329	125,000	125,000	125,000
TOTAL MATERIALS & SUPPLIES	\$ 520,582	\$ 593,000	\$ 548,136	\$ 613,000	\$ 583,000	\$ 583,000
TOTAL BUDGET	\$ 9,045,629	\$10,131,557	\$ 9,933,634	\$10,951,009	\$10,901,009	\$10,901,009

2025-26 Operating Budget General Fund – Police – Personnel and Capital Detail

> FUND 101 GENERAL DEPT 270 POLICE

PERSONNEL SCHEDULE						
CLASSIFICATION	2024-25 2023-24 ACTUAL BUDGETED NUMBER OF NUMBER OF EMPLOYEES EMPLOYEES		2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES		
Police Chief	1	1	1	1		
Deputy Chief	2	2	2	2		
Captain	4	4	4	4		
Lieutenant	5	5	6	6		
Sergeant	9	9	9	9		
Police Corporal	10	10	10	10		
Police Officer	40	45	43	44		
Police Finance/Payroll Coordinator	1	1	1	1		
Senior Administrative Assistant	1	1	1	1		
Property & Evidence Clerk	0	1	1	1		
Administrative Assistant	3	2	2	2		
Animal Control Officer	2	2	2	2		
Community Service Officer	1	1	1	1		
TOTAL	79	84	83	84		

2025-26 Operating Budget General Fund – Street – Summary

Department Mission:	To develop, expand, and maintain the street system for the City in accordance with long range plans and to meet unanticipated short-term needs.					
Department Description:	City's st signals. I potholes, signs, sig	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.				
2025 Accomplishments:	<ul><li>Over</li><li>Re-s</li><li>Stor</li></ul>	<ul> <li>Re-striped streets and school crossings</li> <li>Storm drainage system repairs and maintenance</li> </ul>				
2026 Objectives:	• Perf	<ul> <li>Concrete panel replacement on residential streets</li> <li>Perform annual traffic signal maintenance</li> <li>Provide routine maintenance of streets and roads</li> </ul>				
Budget Highlights:		0 1		eet department are es, and utility costs.		
				JND 101 GENERAL DEPT 328 STREET		
2023-24 ACTUAL 2024-	25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED		
\$1,850,047 \$2	,180,609	\$2,002,185	\$2,210,872	\$2,210,872		

#### 2025-26 Operating Budget General Fund – Street – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 806,337	\$ 974,000	\$ 878,392	\$ 980,000	\$ 980,000	\$ 980,000
51120 OVERTIME	136	2,000	23	2,000	2,000	2,000
51130 FICA	57,906	75,000	63,796	75,000	75,000	75,000
51140 GROUP INSURANCE	263,398	259,250	262,131	275,050	275,050	275,050
51150 DB RETIREMENT	75,859	78,000	71,409	77,000	77,000	77,000
51155 DC RETIREMENT	15,816	26,000	17,742	25,000	25,000	25,000
51170 WORKER'S COMPENSATION	1,310	353	353	816	816	816
TOTAL PERSONAL SERVICES	\$ 1,220,762	\$ 1,414,603	\$ 1,293,846	\$ 1,434,866	\$ 1,434,866	\$ 1,434,866
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 5,256	\$ 18,050	\$ 8,000	\$ 18,050	\$ 18,050	\$ 18,050
52310 UTILITIES & COMMUNICATIONS	308,261	315,000	305,000	325,000	325,000	325,000
52510 OTHER SERVICES	4,979	7,350	13,997	7,350	7,350	7,350
52610 MAINT. & REPAIR SERVICE	11,886	15,204	9,000	15,204	15,204	15,204
TOTAL CONTRACTUAL SERVICES	\$ 330,382	\$ 355,604	\$ 335,997	\$ 365,604	\$ 365,604	\$ 365,604
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 390	\$ 500	\$ 197	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	2,605	2,100	2,792	2,100	2,100	2,100
53310 GENERAL SUPPLIES	8,444	10,500	5,000	10,500	10,500	10,500
53410 TOOLS & EQUIPMENT	3,734	5,000	5,503	5,000	5,000	5,000
53510 FUEL	58,438	58,000	55,000	58,000	58,000	58,000
53610 MAINT. & REPAIR MATERIALS	212,172	334,302	303,850	334,302	334,302	334,302
TOTAL MATERIALS & SUPPLIES	\$ 285,783	\$ 410,402	\$ 372,342	\$ 410,402	\$ 410,402	\$ 410,402
CAPITAL OUTLAY						
55940 MACHINERY & EQUIPMENT	\$ 13,120	\$	_\$	_\$		\$-
TOTAL CAPITAL OUTLAY	\$ 13,120	\$-	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET	\$ 1,850,047	\$ 2,180,609	\$ 2,002,185	\$ 2,210,872	\$ 2,210,872	\$ 2,210,872

2025-26 Operating Budget General Fund – Street – Personnel and Capital Detail

> FUND 101 GENERAL DEPT 328 STREET

PERSONNEL SCHEDULE						
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES		
Assitant Public Works Director	0	0.5	0	0.5		
Street Supervisor	1	1	1	1		
Sign and Signal Tech	2	2	1	2		
Equipment Operator-Crewleader	3	3	2	3		
Concrete Mason	1	1	1	1		
Maintence Worker	7	10	9	10		
TOTAL	14	17.5	14	17.5		

2025-26 Operating Budget General Fund – Library – Summary

Department Mission:	To promote the joy of reading and promote democracy through the free exchange of ideas. To provide accurate and timely information that is responsive to the community needs and to practice operational excellence in a responsive manner. This is accomplished through the provision of customer-centered service, quality programs for all ages, and up-to-date technology.				
Department Description:	The Bartlesville Public Library furnishes free access to reading materials and the internet for all ages. The library also maintains several meeting rooms to be used by community organizations.				
2025 Accomplishments:	<ul> <li>Installed ADA door openers on first-floor restroom, improving accessibility</li> <li>Implemented customer survey to assess current services and customer needs</li> </ul>				

#### CITY OF BARTLESVILLE 2025-26 Operating Budget General Fund – Library – Summary (continued)

2026 Objectives:	<ul> <li>Implement suggestions from customer survey</li> <li>Improve professional development opportunities for staff</li> </ul>			
Budget Highlights:		or budgeted expen lities, maintenance		ibrary are personnel ary supplies. FUND 101 GENERAL DEPT 421 LIBRARY
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED
\$1,725,035	\$1,814,914	\$1,789,811	\$1,886,511	\$1,886,511

#### 2025-26 Operating Budget General Fund – Library – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 1,009,535	\$ 1,058,000	\$ 1,064,084	\$ 1,060,000	\$ 1,060,000	\$ 1,060,000
51120 OVERTIME	3,670	1,000	6,798	1,000	1,000	1,000
51130 FICA	74,187	81,000	78,464	82,000	82,000	82,000
51140 GROUP INSURANCE	236,724	222,214	224,683	242,691	242,691	242,691
51150 DB RETIREMENT	73,935	69,000	48,623	35,000	35,000	35,000
51155 DC RETIREMENT	14,863	18,000	20,105	23,000	23,000	23,000
51170 WORKER'S COMPENSATION	238	-			-	-
TOTAL PERSONAL SERVICES	\$ 1,413,152	\$ 1,449,214	\$ 1,442,757	\$ 1,443,691	\$ 1,443,691	\$ 1,443,691
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 5,528	\$ 6,650	\$ 8,703	\$ 22,870	\$ 22,870	\$ 22,870
52210 FINANCIAL SERVICES	2,530	3,500	2,831	3,500	3,500	3,500
52310 UTILITIES & COMMUNICATIONS	100,332	115,000	99,660	115,000	115,000	115,000
52510 OTHER SERVICES	32,721	41,050	38,646	57,700	57,700	57,700
52610 MAINT. & REPAIR SERVICE	64,588	68,025	68,025	72,550	72,550	72,550
TOTAL CONTRACTUAL SERVICES	\$ 205,699	\$ 234,225	\$ 217,865	\$ 271,620	\$ 271,620	\$ 271,620
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP & SUPPLIES	\$ 9,710	\$ 13,650	\$ 13,650	\$ 14,100	\$ 14,100	\$ 14,100
53210 JANITORIAL SUPPLIES	6,207	14,000	11,714	15,000	15,000	15,000
53310 GENERAL SUPPLIES	77,499	84,875	84,875	126,800	126,800	126,800
53610 MAINT. & REPAIR MATERIALS	12,768	18,950	18,950	15,300	15,300	15,300
TOTAL MATERIALS & SUPPLIES	\$ 106,184	\$ 131,475	\$ 129,189	\$ 171,200	\$ 171,200	\$ 171,200
TOTAL BUDGET	\$ 1,725,035	\$ 1,814,914	\$ 1,789,811	\$ 1,886,511	\$ 1,886,511	\$ 1,886,511

2025-26 Operating Budget General Fund – Library – Personnel and Capital Detail

> FUND 101 GENERAL DEPT 421 LIBRARY

	PERSC	ONNEL SCHEDULE		
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES
Library Director	1	1	1	1
Assistant Library/History Museum Dir	1	1	1	1
Senior Librarian	2	2	2	2
Librarian	2	1	2	2
Library Specialist	3	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	2
Acquisitions Clerk	1	1	1	0
Operations Manager	0	0	0	0
Part-time Clerks	4.15	4.7	2.7	4.15
TOTAL =	18.15	18.7	16.7	18.15

2025-26 Operating Budget General Fund – Museum – Summary

Department Mission:	To collect, preserve, and exhibit materials relevant to the social and natural history of the city of Bartlesville and the surrounding areas. To provide exhibits, research, and other education programs.
Department Description:	Under the supervision of the Museum Director, the Bartlesville Area History Museum is located on the fifth floor of the City Center.
2025 Accomplishments:	<ul> <li>Made collections accessible through scanning and digitization</li> <li>Improved collection safety by establishing preventative maintenance on environment controls in collections storage</li> </ul>

2025-26 Operating Budget General Fund – Museum – Summary (continued)

2026 Objectives:	<ul><li>Expand educational programming and speakers</li><li>Increase outreach presence to improve visits</li></ul>				
Budget Highlights:	The major budgeted expenditures for the Museum are personnel costs, supplies, and replacement computers.				
			-	UND 101 GENERAL HISTORY MUSEUM	
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED	
\$232,221	\$248,743	\$228,370	\$257,818	\$257,818	

#### 2025-26 Operating Budget General Fund – Museum – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 151,263	\$ 154,000	\$ 144,388	\$ 151,000	\$ 151,000	\$ 151,000
51120 OVERTIME	119	-	-	-	-	-
51130 FICA	10,801	12,000	10,203	12,000	12,000	12,000
51140 GROUP INSURANCE	40,012	44,443	44,937	48,538	48,538	48,538
51155 DC RETIREMENT	6,556	8,000	6,228	8,000	8,000	8,000
51180 UNEMPLOYMENT COMP	-	-	1,056	-	-	-
TOTAL PERSONAL SERVICES	\$ 208,751	\$ 218,443	\$ 206,812	\$ 219,538	\$ 219,538	\$ 219,538
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 3,449	\$ 1,700	\$ 611	\$ 2,850	\$ 2,850	\$ 2,850
52310 UTILITIES & COMMUNICATIONS	9	30	5	30	30	30
52410 PROFESSIONAL SERVICES	-	1,500	-	1,500	1,500	1,500
52510 OTHER SERVICES	7,108	11,920	8,276	13,400	13,400	13,400
52610 MAINT. & REPAIR SERVICE	2,050	4,350	2,741	4,950	4,950	4,950
TOTAL CONTRACTUAL SERVICES	\$ 12,616	\$ 19,500	\$ 11,633	\$ 22,730	\$ 22,730	\$ 22,730
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 1,726	\$ 3,500	\$ 3,500	\$ 3,850	\$ 3,850	\$ 3,850
53210 JANITORIAL SUPPLIES	109	200	100	200	200	200
53310 GENERAL SUPPLIES	1,414	4,000	4,000	5,600	5,600	5,600
53610 MAINT. & REPAIR MATERIALS	7,605	3,100	2,325	5,900	5,900	5,900
TOTAL MATERIALS & SUPPLIES	\$ 10,854	\$ 10,800	\$ 9,925	\$ 15,550	\$ 15,550	\$ 15,550
TOTAL BUDGET	\$ 232,221	\$ 248,743	\$ 228,370	\$ 257,818	\$ 257,818	\$ 257,818

2025-26 Operating Budget General Fund – Museum – Personnel and Capital Detail

#### FUND 101 GENERAL DEPT 425 HISTORY MUSEUM

	PERS	ONNEL SCHEDULE		
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES
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
TOTAL	2.63	3.63	3.63	3.63

## 2025-26 Operating Budget General Fund – Park and Recreation – Summary

Department Mission:	and publ	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:	maintena parks and way. It which ha parks and	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.					
2025 Accomplishments	<ul> <li>M</li> <li>P</li> <li>P</li> <li>P</li> </ul>	laintained City righ lowed and maintain erformed routine sp erformed annual tr astalled four new d	ned sports and athl praying for mosqui ee maintenance pro	etic fields to control			
2026 Objectives:	• O • C	laintain and clean p perate and maintai ontinue operation o afety	n City irrigation sy				
Budget Highlights:	departme		osts, utilities, mair	ork and Recreation ntenance and repair			
				UND 101 GENERAL RK & RECREATION			
2023-24 ACTUAL 2024	-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED			
\$1,569,621 \$	1,756,898	\$1,516,655	\$1,783,092	\$1,783,092			

#### 2025-26 Operating Budget General Fund – Park and Recreation – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 813,345	\$ 874,000	\$ 825,862	\$ 903,000	\$ 903,000	\$ 903,000
51120 OVERTIME	-	1,000	2,202	1,000	1,000	1,000
51130 FICA	60,314	67,000	61,461	70,000	70,000	70,000
51140 GROUP INSURANCE	349,844	266,657	269,620	291,230	291,230	291,230
51150 DB RETIREMENT	68,765	65,000	64,729	67,000	67,000	67,000
51155 DC RETIREMENT	17,305	24,000	19,654	26,000	26,000	26,000
51170 WORKER'S COMPENSATION	30,596	30,596	59,478	6,717	6,717	6,717
51180 UNEMPLOYMENT COMP	2,191	-		-	-	-
TOTAL PERSONNEL SERVICES	\$ 1,342,360	\$ 1,328,253	\$ 1,303,006	\$ 1,364,947	\$ 1,364,947	\$ 1,364,947
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 7,136	\$ 151,545	\$ 10,000	\$ 151,545	\$ 131,545	\$ 131,545
52210 FINANCIAL SERVICES	-	-	69	-	-	-
52310 UTILITIES & COMMUNICATIONS	36,885	50,000	35,000	50,000	50,000	50,000
52510 OTHER SERVICES	8,318	11,600	13,587	12,100	12,100	12,100
52610 MAINT. & REPAIR SERVICE	3,913	9,000	10,796	18,000	18,000	18,000
TOTAL CONTRACTUAL SERVICES	\$ 56,252	\$ 222,145	\$ 69,452	\$ 231,645	\$ 211,645	\$ 211,645
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 413	\$ 500	\$ 197	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	9,569	10,500	5,000	10,500	10,500	10,500
53310 GENERAL SUPPLIES	21,442	46,500	36,000	46,500	46,500	46,500
53410 TOOLS & EQUIPMENT	910	6,500	3,000	6,500	6,500	6,500
53510 FUEL	55,373	52,000	50,000	52,000	52,000	52,000
53610 MAINT. & REPAIR MATERIALS	83,302	90,500	50,000	90,500	90,500	90,500
TOTAL MATERIALS & SUPPLIES	\$ 171,009	\$ 206,500	\$ 144,197	\$ 206,500	\$ 206,500	\$ 206,500
TOTAL BUDGET	\$ 1,569,621	\$ 1,756,898	\$ 1,516,655	\$ 1,803,092	\$ 1,783,092	\$ 1,783,092

2025-26 Operating Budget General Fund – Park and Recreation – Personnel and Capital Detail

> FUND 101 GENERAL DEPT 431 PARK & RECREATION

	PERS	ONNEL SCHEDULE		
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES
Parks Supervisor	1	1	1	1
Equipment Operator	2	2	2	2
Maintenance Worker	14	15_	13	15
TOTAL	17	18	16	18

## 2025-26 Operating Budget General Fund – Transfers – Summary

Department Mission:		The Transfers department is not an operating department, and therefore has no mission.					
Department Description	other fun	The Transfers department is used to account for transfers out to other funds. These activities are generally non-departmental, and therefore utilize this department.					
2025 Accomplishmen	ts: N/A						
2026 Objectives:	N/A						
Budget Highlights:	subsidize	the operating cost	•	that are used to the transfers to the unds.			
			-	UND 101 GENERAL T 900 TRANSFERS			
2023-24 ACTUAL 2	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED			
\$4,189,099	\$4,787,466	\$4,787,466	\$3,901,595	\$3,901,595			

#### 2025-26 Operating Budget General Fund – Transfers – Line Item Detail

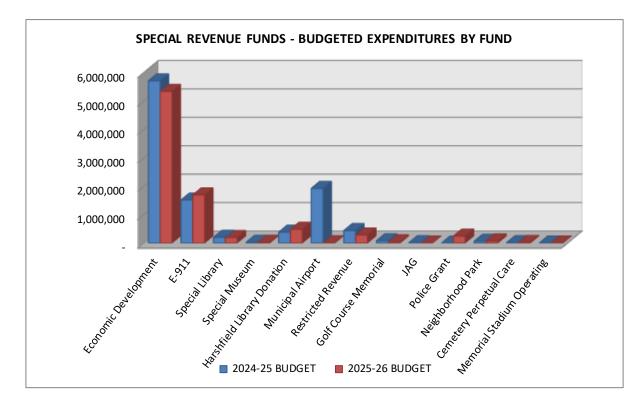
TRANSFERS	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
59207 E 9-1-1 FUND	\$ 586,603	\$ 778,436	\$ 778,436	\$ 426,828	\$ 426,828	\$ 426,828
59513 ADAMS GOLF COURSE	282,054	686,514	686,514	514,544	514,544	514,544
59515 SOONER POOL	72,245	71,179	71,179	88,117	88,117	88,117
59516 FRONTIER POOL	94,205	95,013	95,013	84,343	84,343	84,343
59517 AIRPORT	227,975	-	-	-	-	-
59663 AUTO COLLISION INSURANCE	25,000	25,000	25,000	25,000	25,000	25,000
59670 STABILIZATION RESERVE	901,017	1,131,324	1,131,324	765,543	762,763	762,763
59675 CAPITAL RESERVE	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
TOTAL TRANSFERS	\$ 4,189,099	\$ 4,787,466	\$ 4,787,466	\$ 3,904,375	\$ 3,901,595	\$ 3,901,595
TOTAL BUDGET	\$ 4,189,099	\$ 4,787,466	\$ 4,787,466	\$ 3,904,375	\$ 3,901,595	\$ 3,901,595

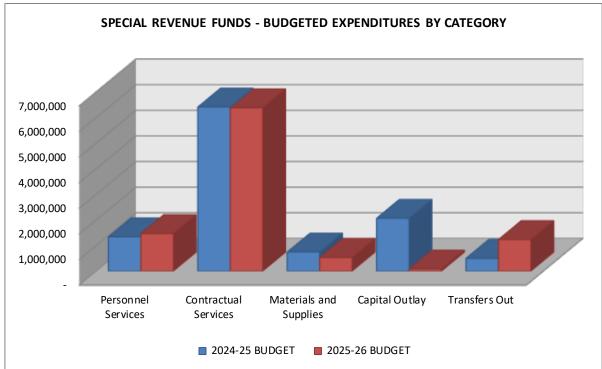
# **SPECIAL REVENUE FUNDS**



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2025-26 Operating Budget Special Revenue Funds – Expenditure Graphs





#### 2025-26 Operating Budget Special Revenue Funds – Expenditure Summary by Fund

EXPENDITURES AND RESERVES BY FUND	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Economic Development	\$ 1,872,793	\$ 5,708,341	\$ 2,929,749	\$ 5,337,203
E-911	1,132,771	1,515,094	1,321,432	1,694,229
Special Library	201,575	202,000	188,796	194,000
Special Museum	32,031	25,100	25,358	25,600
Restricted Library Donation	18,114	382,568	49,063	483,825
Municipal Airport	214,020	1,924,416	1,881,513	8,654
Restricted Revenue	115,178	439,764	90,039	283,449
Golf Course Memorial	78,153	79,853	39,499	44,984
CDBG-Covid	-	485,000	485,000	485,000
ARPA	1,000,000	500,000	500,000	1,232,952
JAG	-	14,804	14,804	-
Opioid Abatement	-	-	120,000	244,818
Neighborhood Park	-	62,723	-	73,643
Cemetery Perpetual Care	200	15,009	175	18,398
Total Expenditures and Reserves	\$ 4,664,835	\$11,354,672	\$ 7,645,428	\$10,126,755

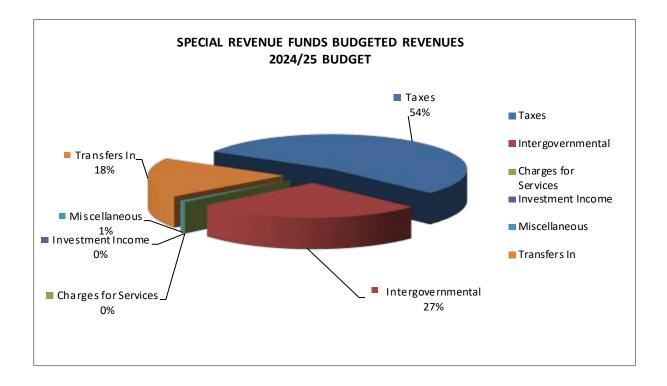
#### 2025-26 Operating Budget Special Revenue Funds – Expenditure Summary by Line Item

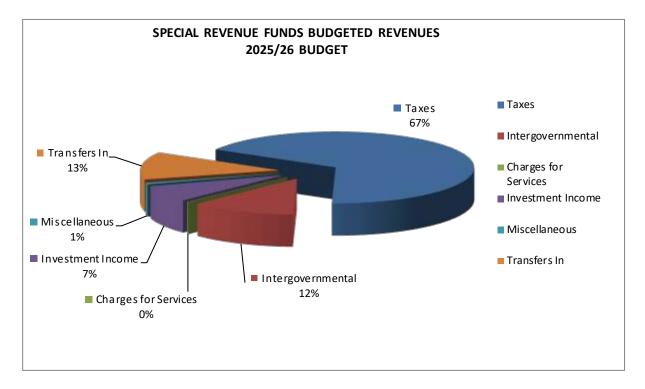
PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 771,564	\$ 969,000	\$ 845,764	\$ 1,006,000	\$ 1,006,000	\$ 1,006,000
51120 OVERTIME	29,173	23,000	33,732	24,000	24,000	24,000
51130 FICA	58,330	76,000	64,212	79,000	79,000	79,000
51140 GROUP INSURANCE	151,205	222,214	224,683	307,409	307,409	307,409
51150 DB RETIREMENT	14,152	11,000	13,231	12,000	12,000	12,000
51155 DC RETIREMENT	26,583	37,000	29,725	37,000	37,000	37,000
TOTAL PERSONNEL SERVICES	\$ 1,051,007	\$ 1,338,214	\$ 1,218,541	\$ 1,465,409	\$ 1,465,409	\$ 1,465,409
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 2,071	\$ 13,500	\$ 5,990	\$ 13,500	\$ 13,500	\$ 13,500
52310 UTILITIES & COMMUNICATIONS	116,906	159,400	125,859	207,600	207,600	207,600
52410 PROFESSIONAL SERVICES	228,390	5,600	52,293	6,100	6,100	6,100
52510 OTHER SERVICES	688,193	4,843,701	2,306,401	4,763,865	4,763,865	4,763,865
52610 MAINT. & REPAIR SERVICE	370	7,000	(16)	7,000	7,000	7,000
52710 OPERATIONAL SERVICES	1,205,750	1,378,000	1,284,749	1,378,000	1,378,000	1,378,000
52810 INSURANCE & BONDS		300	-	300	300	300
TOTAL CONTRACTUAL SERVICES	\$ 2,241,680	\$ 6,407,501	\$ 3,775,276	\$ 6,376,365	\$ 6,376,365	\$ 6,376,365
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 6,179	\$ 8,200	\$ 7,679	\$ 8,200	\$ 8,200	\$ 8,200
53310 GENERAL SUPPLIES	112,738	211,813	178,552	210,898	210,898	210,898
53410 TOOLS & EQUIPMENT	3,418	-	5,100	-	-	-
53610 MAINT. & REPAIR MATERIALS	157,758	524,364	125,460	314,449	314,449	314,449
TOTAL MATERIALS & SUPPLIES	\$ 280,093	\$ 744,377	\$ 316,791	\$ 533,547	\$ 533,547	\$ 533,547

#### 2025-26 Operating Budget Special Revenue Funds – Expenditure Summary by Line Item (continued)

CAPITAL OUTLAY	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
55920 BUILDINGS & STRUCTURES 55950 OFFICE EQUIP & FURNISH	\$ - 42,115	\$ 2,041,864 21,528	<u>\$ 1,834,820</u> -	\$ 82,297 -	<u>\$ 82,297</u> -	<u>\$ 82,297</u> -
TOTAL CAPITAL OUTLAY	\$ 92,055	\$ 2,063,392	\$ 1,834,820	\$ 82,297	\$ 82,297	\$ 82,297
TRANSFERS OUT	]					
59101 GENERAL FUND	\$ 1,000,000	\$ 500,000	\$ 500,000	\$ 1,232,952	\$ 1,232,952	\$ 1,232,952
TOTAL TRANSFERS	\$ 1,000,000	\$ 500,000	\$ 500,000	\$ 1,232,952	\$ 1,232,952	\$ 1,232,952
TOTAL BUDGET	\$ 4,664,835	\$11,053,484	\$ 7,645,428	\$ 9,690,570	\$ 9,690,570	\$ 9,690,570

2025-26 Operating Budget Special Revenue Funds – Revenue Graphs





#### 2025-26 Operating Budget Special Revenue Funds – Revenue Summary by Source

RE	VENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Sales Tax		\$ 1,704,878	\$ 1,685,769	\$ 1,709,046	\$ 1,691,955
Hotel-Motel Ta	x	205,677	195,700	191,824	191,800
Franchise Tax		603,564	586,000	768,310	783,600
Intergovernmer	ntal	152,161	1,240,000	2,716,335	485,000
Charges for Se	ervices	4,825	4,800	4,207	4,100
Interest and Inv	vestment Income	314,759	-	364,670	291,737
Donations and	Miscellaneous	268,234	30,800	211,375	29,418
Transfer In:	From BLTA	107,687	70,000	98,336	70,000
	From General	586,603	778,435	778,435	426,828
Fund Balance		7,974,484	6,985,550	7,331,001	6,283,293
Total Availab	le for Appropriation	\$ 11,922,872	\$11,577,054	\$ 14,173,539	\$10,257,731

## 2025-26 Operating Budget Special Revenue Funds – Personnel Summary

PERSONNEL COUNTS BY DEPARTMENT	2023-24 ACTUAL FTEs	2024-25 BUDGETED FTEs	2024-25 ACTUAL FTEs	2025-26 BUDGETED FTEs
E-911 Fund:				
Dispatch	15.7	19.7	16	20
Special Library:				
Library	1.13	1.13	1.13	1.13
Special Museum:	4.00	0.70	0.70	0.70
Museum	1.23	0.79	0.79	0.79
Total Expenditures	18.06	21.62	17.92	21.92

## 2025-26 Operating Budget Economic Development Fund – Summary

Fund Mission:	incenti	To stimulate local economic development through the use of incentives and dissemination of favorable information about the local economy and culture.			
Fund Description:	the Ci stimula downs	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 <sup>1</sup> / <sub>4</sub> % sales tax and a 2% Hotel Tax.			
2025 Accomplishments	•: • N/	/A			
2026 Objectives:	• N/	/A			
Budget Highlights:	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 ECONOMI DEPT 538 ECONOMI	-	
2023-24 ACTUAL 2024-2	25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET	
\$1,872,793 \$5,	708,341	\$2,929,749	\$5,337,203	\$5,337,203	

2025-26 Operating Budget Economic Development Fund – Expenditure and Revenue Summary

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Economic Development	\$ 1,872,793	\$ 5,708,341	\$ 2,929,749	\$ 5,337,203
Total Expenditures	\$ 1,872,793	\$ 5,708,341	\$ 2,929,749	\$ 5,337,203
	Revenues			
REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Sales Tax	\$ 1,704,878	\$ 1,685,769	\$ 1,709,046	\$ 1,691,955
Hotel-Motel Tax	205,677	195,700	191,824	191,800
Interest and Investment Income	255,740	-	277,425	221,940
Donations and Miscellaneous	404		938	
Fund Balance	3,688,119	3,826,872	3,982,024	3,231,508
Total Available for Appropriation	\$ 5,854,818	\$ 5,708,341	\$ 6,161,257	\$ 5,337,203

2025-26 Operating Budget Economic Development Fund – Economic Development – Line Item Detail

CONTRACTUAL SERVICES	2023-24	2024-25	2024-25	2025-26	CITY M GR	2025-26
	ACTUAL	BUDGET	ESTIMATE	REQUEST	REC	APPROVED
52410 PROFESSIONAL SERVICES	\$ 11,098	\$-	\$ -	\$-	\$-	\$-
52510 OTHER SERVICES	655,945	4,330,341	1,645,000	3,959,203	3,959,203	3,959,203
52710 OPERATIONAL SERVICES	1,205,750	1,378,000	1,284,749	1,378,000	1,378,000	1,378,000
TOTAL CONTRACTUAL SERVICES	\$ 1,872,793	\$ 5,708,341	\$ 2,929,749	\$ 5,337,203	\$ 5,337,203	\$ 5,337,203
TOTAL BUDGET	\$ 1,872,793	\$ 5,708,341	\$ 2,929,749	\$ 5,337,203	\$ 5,337,203	\$ 5,337,203

2025-26 Operating Budget E-911 Fund – Summary

Fund Mission:	surround	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 landli other W Bartlesvi per line Police Do	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 are 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.				
2025 Accomplishment	• W	<ul> <li>Provided Virtual Academy training</li> <li>Worked with Tri-County Tech staff for E911/Dispatcher training program and possible simulator attainment</li> <li>CPR certification for all dispatch staff</li> </ul>				
2026 Objectives:	D • C	ispatchers ontinue CPR certif	batch staff as E ication for dispatcl nt of 24/7 dispatch	n staff		
Budget Highlights:				st in paying E-911 personnel costs and		
			DEPT 275 EMER	FUND 207 E-911 GENCY DISPATCH		
2023-24 ACTUAL 202	4-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET		
\$1,132,771	\$1,487,474	\$1,321,432	\$1,672,869	\$1,672,869		

#### 2025-26 Operating Budget E-911 Fund – Expenditure and Revenue Summary

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Emergency Dispatch	\$ 1,132,771	\$ 1,487,474	\$ 1,321,432	\$ 1,672,869
Reserves: Compensated Absences Reserve		27,620		21,360
Total Expenditures and Reserves	\$ 1,132,771	\$ 1,515,094	\$ 1,321,432	\$ 1,694,229
	Revenues			
REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
E-911 Service Tax E-911 Wireless Fee Charges for Services Interest and Investment Income	\$ 14,367 589,197 2,400 9,729	\$ 37,500 548,500 2,400 -	\$- 768,310 2,400 22,777	\$- 783,600 2,400 18,222
Transfer In: General	586,603	778,435	778,435	426,828
Fund Balance	143,165	148,258	212,689	463,179
Total Available for Appropriation	\$ 1,345,461	\$ 1,515,093	\$ 1,784,611	\$ 1,694,229

## 2025-26 Operating Budget E-911 Fund – Emergency Dispatch – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY MGR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 720,102	\$ 920,000	\$ 798,555	\$ 956,000	\$ 956,000	\$ 956,000
51120 OVERTIME	29,173	23,000	33,732	24,000	24,000	24,000
51130 FICA	54,395	71,000	60,570	74,000	74,000	74,000
51140 GROUP INSURANCE	151,205	222,214	224,683	307,409	307,409	307,409
51150 DB RETIREMENT	14,152	11,000	13,231	12,000	12,000	12,000
51155 DC RETIREMENT	26,583	37,000	29,725	37,000	37,000	37,000
51180 UNEMPLOYMENT COMP	-	-	7,194		-	-
TOTAL PERSONAL SERVICES	\$ 995,610	\$ 1,284,214	\$ 1,167,690	\$ 1,410,409	\$ 1,410,409	\$ 1,410,409
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 2.071	\$ 13,500	\$ 5,990	\$ 13,500	\$ 13,500	\$ 13,500
52310 UTILITIES & COMMUNICATIONS	116,906	159,400	125,859	207,600	207,600	207,600
52510 OTHER SERVICES	9,896	11,860	11,869	22,860	22,860	22,860
52610 MAINT. & REPAIR SERVICE	370	7,000	(16)	7,000	7,000	7,000
52810 INSURANCE & BONDS	-	300		300	300	300
TOTAL CONTRACTUAL SERVICES	\$ 129,243	\$ 192,060	\$ 143,702	\$ 251,260	\$ 251,260	\$ 251,260
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 6,179	\$ 8,200	\$ 7,679	\$ 8,200	\$ 8,200	\$ 8,200
53310 GENERAL SUPPLIES	1,739	2,000	1,861	2,000	2,000	2,000
53610 MAINT. & REPAIR MATERIALS	-	1,000	500	1,000	1,000	1,000
TOTAL MATERIALS & SUPPLIES	\$ 7,918	\$ 11,200	\$ 10,040	\$ 11,200	\$ 11,200	\$ 11,200
TOTAL BUDGET	\$ 1,132,771	\$ 1,487,474	\$ 1,321,432	\$ 1,672,869	\$ 1,672,869	\$ 1,672,869

### 2025-26 Operating Budget E-911 Fund – Emergency Dispatch – Personnel and Capital Detail

#### FUND 207 E-911 DEPT 275 EMERGENCY DISPATCH

	PER	SONNEL SCHEDULE		
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES
Lead Emergency Comm. Tech	3	3	3	3
Emergency Comm. Tech	12.7	16.7	13	17
TOTAL	15.7	19.7	16	20

2025-26 Operating Budget Special Library Fund – Summary

Fund Mission:	To provide support to the Bartlesville Public Library for items that are beyond the ability of the Library's operating budget to purchase.
Fund Description:	This fund was established to provide additional support for the operation of the Bartlesville Public Library. Grant money from the Oklahoma Dept. of Libraries, funding from the Bartlesville Library Trust Authority, and donations are the principal revenues of the Special Library Fund.
2025 Accomplishments:	<ul> <li>Established incident tracking system to improve safety of visitors</li> <li>Renovated the staff lounge</li> </ul>

### CITY OF BARTLESVILLE 2025-26 Operating Budget Special Library Fund – Summary (continued)

2	2026 Objectives:		crease electronics enovate staff work		
B	udget Highlights:	•	or budgeted exper and replacement ed		nd are for general
					SPECIAL LIBRARY DEPT 421 LIBRARY
	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET
	\$201,575	\$202,000	\$188,796	\$194,000	\$194,000

## 2025-26 Operating Budget Special Library Fund – Expenditure and Revenue Summary

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Library	\$ 201,575	\$ 202,000	\$ 188,796	\$ 194,000
Total Expenditures	\$ 201,575	\$ 202,000	\$ 188,796	\$ 194,000
	Revenues			
REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Intergovernmental Interest and Investment Income Donations and Miscellaneous	\$ 55,825 24,380 23,703	\$ 18,000 - -	\$ 31,200 30,357 27,761	\$- 24,286 100
Transfer In: From BLTA	107,687	70,000	98,336	70,000
Fund Balance	328,430	328,106	338,190	337,048
Total Available for Appropriation	\$ 540,025	\$ 416,106	\$ 525,844	\$ 431,434

## 2025-26 Operating Budget Special Library Fund – Library – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
51110 REGULAR SALARIES 51130 FICA	\$ 25,846 1,975	\$ 30,000 3,000	\$ 27,490 2,103	\$ 31,000 3,000	\$ 31,000 3,000	\$ 31,000 3,000
TOTAL PERSONAL SERVICES	\$ 27,821	\$ 33,000	\$ 29,593	\$ 34,000	\$ 34,000	\$ 34,000
CONTRACTUAL SERVICES						
52410 PROFESSIONAL SERVICES 52510 OTHER SERVICES	\$ 2,679 16,448	\$ 4,500 16,500	\$ 4,500 16,500	\$ 5,000 7,000	\$     5,000 7,000	\$ 5,000 7,000
TOTAL CONTRACTUAL SERVICES	<u>\$ 19,127</u>	\$ 21,000	\$ 21,000	\$ 12,000	\$ 12,000	\$ 12,000
MATERIALS & SUPPLIES						
53310 GENERAL SUPPLIES 53610 MAINT. & REPAIR MATERIALS	\$ 104,267 420	<u>\$ 148,000</u> 	\$ 137,600 603	\$ 148,000 	\$ 148,000 	\$ 148,000 
TOTAL MATERIALS & SUPPLIES	\$ 104,687	\$ 148,000	\$ 138,203	\$ 148,000	\$ 148,000	\$ 148,000
CAPITAL OUTLAY						
55940 MACHINERY & EQUIPMENT	\$ 49,940	\$ -	\$-	\$ -	\$ -	\$-
TOTAL CAPITAL OUTLAY	\$ 49,940	\$-	\$-	\$-	\$-	\$-
TOTAL BUDGET	\$ 201,575	\$ 202,000	\$ 188,796	\$ 194,000	\$ 194,000	\$ 194,000

2025-26 Operating Budget Special Library Fund – Library – Personnel and Capital Detail

#### FUND 208 SPECIAL LIBRARY DEPT 421 LIBRARY

PERSONNEL SCHEDULE						
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES		
Library Assistant	1.13	1.13	1.13	1.13		
TOTAL	1.13	1.13	1.13	1.13		

2025-26 Operating Budget Special Museum Fund – Summary

Fund Mission:	items that	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:	operation Bartlesvi	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.				
2025 Accomplishmen	ts: • Inve	stigated potential f	funding sources			
2026 Objectives:	• Incre	ease community ou	ıtreach			
Budget Highlights:	•	or budgeted expendent events of the second sec		und are for general		
				SPECIAL MUSEUM DEPT 425 MUSUEM		
2023-24 ACTUAL 20	024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET		
\$32,031	\$25,100	\$25,358	\$25,600	\$25,600		

2025-26 Operating Budget Special Museum Fund – Expenditure and Revenue Summary

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Museum	\$ 32,031	\$ 25,100	\$ 25,358	\$ 25,600
Total Expenditures	\$ 32,031	\$ 25,100	\$ 25,358	\$ 25,600
	Revenues			
REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
<b>REVENUE BY SOURCE</b> Interest and Investment Income Donations and Miscellaneous				
Interest and Investment Income	<b>ACTUAL</b> \$ 10,820	BUDGET	<b>ESTIMATE</b> \$ 13,407	BUDGET

# 2025-26 Operating Budget Special Museum Fund – Museum – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY MGR REC	2025-26 APPROVED
51110 REGULAR SALARIES 51130 FICA	\$ 25,616 1,960	\$ 19,000 2,000	\$ 19,719 1,539	\$ 19,000 2,000	\$ 19,000 2,000	\$ 19,000 2,000
TOTAL PERSONAL SERVICES	\$ 27,576	\$ 21,000	\$ 21,258	\$ 21,000	\$ 21,000	\$ 21,000
CONTRACTUAL SERVICES						
52410 PROFESSIONAL SERVICES	\$ 1,028	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100
TOTAL CONTRACTUAL SERVICES	\$ 1,028	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100
MATERIALS & SUPPLIES						
53310 GENERAL SUPPLIES	\$ 3,427	\$ 3,000	\$ 3,000	\$ 3,500	\$ 3,500	\$ 3,500
TOTAL MATERIALS & SUPPLIES	\$ 3,427	\$ 3,000	\$ 3,000	\$ 3,500	\$ 3,500	\$ 3,500
TOTAL BUDGET	\$ 32,031	\$ 25,100	\$ 25,358	\$ 25,600	\$ 25,600	\$ 25,600

2025-26 Operating Budget Special Museum Fund – Museum – Personnel and Capital Detail

#### FUND 209 SPECIAL MUSEUM DEPT 425 MUSUEM

PERSONNEL SCHEDULE						
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES		
Library Assistant <b>TOTAL</b>	<u> </u>	0.79 <b>0.79</b>	0.79 0.79	0.79 0.79		

# 2025-26 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:	City. The	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.				
2025 Accomplishment	<ul><li>Deve</li><li>Wor</li></ul>	<ul> <li>Worked with Airport Consultant to complete the Hangar Development Plan</li> <li>Worked with Airport Consultant to complete design of the Taxilane Extensions project</li> </ul>				
2026 Objectives:	• Com	plete Taxilane Ext plete design of the truction tinue to update the	Hangar Construct	ion project and begin n and DBE goals		
Budget Highlights:	•	or budgeted expen nprovement of the	runways and taxiv FUND 240 ML	INICIPAL AIRPORT		
2023-24 ACTUAL 202	4-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	DEPT 147 AIRPORT 2025-26 APPROVED BUDGET		
\$214,020	\$1,924,416	\$1,881,513	\$8,654	\$8,654		

2025-26 Operating Budget Municipal Airport Fund – Expenditure and Revenue Summary

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Airport	\$ 214,020	\$ 1,924,416	\$ 1,881,513	\$ 8,654
Total Expenditures	\$ 214,020	\$ 1,924,416	<u>\$ 1,881,513</u>	\$ 8,654
REVENUE BY SOURCE	Revenues 2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Intergovernmental	\$ 89,151	\$ 737,000	\$ 1,835,317	¢
Interest and Investment Income	6,043	• <i>131,000</i> 	10,818	\$- 8,654
-		7,598		

# 2025-26 Operating Budget Municipal Airport Fund – Airport – Line Item Detail

CONTRACTUAL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
52410 PROFESSIONAL SERVICES 52510 OTHER SERVICES	\$ 213,585 435	\$	\$ 46,693	\$	\$	\$
TOTAL CONTRACTUAL SERVICES	\$ 214,020	\$ -	\$ 46,693	\$ -	\$ -	\$ -
CAPITAL OUTLAY						
55930 OTHER IMPROVEMENTS	\$ -	\$ 1,924,416	\$ 1,834,820	\$ 8,654	\$ 8,654	\$ 8,654
TOTAL CAPITAL OUTLAY	\$ -	\$ 1,924,416	\$ 1,834,820	\$ 8,654	\$ 8,654	\$ 8,654
TOTAL BUDGET	\$ 214,020	\$ 1,924,416	\$ 1,881,513	\$ 8,654	\$ 8,654	\$ 8,654

# 2025-26 Operating Budget Restricted Library Donation Fund – Summary

Fund Mission:	that are	Bartlesville Public I of the Library's o plement to, but not a	perating budget.	
Fund Description:	operation Harshfiel • To an re • Pr an Av ag	n of the Bartlesy ld Library Donation o ensure Library p nd/or speakers of e lated expenses rovide additional r nual disbursement	o provide additiona ville Public Libra . Funds will be use rogramming includ educational or litera esources not provi ts by the City, th through ODL, or nary purchases	ry through the d: ing author visits acy interest, and ded through the e Library Trust
2025 Accomplishr	nents: • Expa	anded Wi-Fi signal	and bandwidth thro	ughout Library
2026 Objectives:	• Repl	ace picture book sh flexibility to mee	d replace 1992-era s elving eting rooms B and	
Budget Highlights:		ing, speaker fees, v brary enhancement	ideo conferencing f and rental fees.	fees, supplies for
		FUN	D 241 Restricted Libra D	ary Donation Fund EPT 421 LIBRARY
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET
\$18,114	\$382,568	\$49,063	\$483,825	\$483,825

2025-26 Operating Budget Restricted Library Donation Fund – Expenditure and Revenue Summary

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET	
Library Unallocated	\$ 18,114 	\$ 109,000 273,568	\$     49,063 	\$ 69,000 414,825	
Total Expenditures	\$ 18,114	\$ 382,568	\$ 49,063	\$ 483,825	
	Revenues				
REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET	
Donations and Miscellaneous	\$ 31,299	\$-	\$ 36,648	\$ 29,318	
Fund Balance	453,736	375,860	466,922	454,507	
Total Available for Appropriation	\$ 485,035	\$ 375,860	\$ 503,570	\$ 483,825	

2025-26 Operating Budget Restricted Library Donation Fund – Library – Line Item Detail

MATERIALS & SUPPLIES	2023-24	2024-25	2024-25	2025-26	CITY M GR	2025-26
	ACTUAL	BUDGET	ESTIM ATE	REQUEST	REC	APPROVED
53310 GENERAL SUPPLIES	\$ 2,289	\$ 29,000	\$ 21,000	\$ 39,000           30,000           \$ 69,000	\$ 39,000	\$ 39,000
53610 MAINT. & REPAIR MATERIALS	15,825	80,000	28,063		30,000	30,000
TOTAL MATERIALS & SUPPLIES	\$ 18,114	\$ 109,000	\$ 49,063		\$ 69,000	\$ 69,000
TOTAL BUDGET	\$ 18,114	\$ 109,000	\$ 49,063	\$ 69,000	\$ 69,000	\$ 69,000

# 2025-26 Operating Budget Restricted Revenue Fund – Summary

Fund Mission:		A		chalf of operating se restricted funds.
Fund Description:	receive	and disburse fun attached as a con	ds the City rece	several years ago to ives with specific counting for certain
2025 Accomplishmer	Oper	rations Division,	Criminal Investiga	med necessary for ations Division, and e Police Department
2026 Objectives:	· · · · ·	rations Division,		ned necessary for ations Division, and e Police Department
Budget Highlights:	for the H Centenni	Fire and Police de al Plaza project in	epartments, street	include equipment improvements, the reation department, er Pool.
				TRICTED REVENUE LL DEPARTMENTS
2023-24 ACTUAL 20	024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET
\$115,178	\$439,764	\$90,039	\$283,449	\$283,449

## 2025-26 Operating Budget Restricted Revenue Fund – Expenditure and Revenue Summary

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
General Services	\$ 6,511	\$ 87,276	\$ 1,664	\$ 51,081
Cemetery	-	27,892	4,960	30,122
Community Development	-	3,168	-	3,168
Fire	57,832	58,466	1,255	679
Police	49,655	115,815	45,430	74,018
Street	-	2,676	-	2,676
Park and Recreation	1,180	93,980	729	109,314
Swimming Pools	-	12,331	-	12,331
Golf		38,160	36,001	60
Total Expenditures	\$ 115,178	\$ 439,764	\$ 90,039	\$ 283,449
	Revenues			
REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Donations and Miscellaneous	\$ 87,808	\$-	\$ 113,823	\$ -
Fund Balance	287,186	306,262	259,665	283,449
Total Available for Appropriation	\$ 374,994	\$ 306,262	\$ 373,488	\$ 283,449

### 2025-26 Operating Budget Restricted Revenue Fund – Expense Outlay Detail

#### Expense Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	23/24 ACTUAL	24/25 BUDGET	24/25 ESTIMATE	25/26 BUDGET
170	04037	Homeland Security	-	217	-	217
170	13112	Freedom Flag	2,384	627	567	60
170	99055	Bike racks	-	598	-	598
170	22006	Brush up Bartlesville	-	75	-	75
170	15045	Copier Lease Buyout	4,127	42,000	1,097	6,372
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	-	-	-	-
		Total General Services	6,511	87,276	1,664	51,081
174	04012	Luminary Beautification	-	26,592	-	28,822
174	99051	Bell Tower Maintenance	-	1,300	4,960	1,300
		Total Cemetery	-	27,892	4,960	30,122
180	10034	Bicycle Rodeo	-	376	-	376
180	18051	Demolition Of 109 SW Cheyenne	-	2,792	-	2,792
		Total Community Development	-	3,168	-	3,168
250	99005	Albright Fire Trust	-	154	-	154
250	99042	General Fire Donations	-	1,130	1,255	525
250	13064	Communication Equipment	57,832	57,182	-	-
		Total Fire	57,832	58,466	1,255	679
270	99006	General Police Donations	6,591	31,253	557	31,196
270	10046	SOT-Special Operations Team	803	1,073	-	1,073
270	99028	Federal Drug Task Force Reimbursements	22,698	17,599	7,024	10,317
270	09030	Police Reserve	3,328	4,434	336	7,098
270	99031	Police Explorer	640	65	-	65
270	99036	K9 police dog	7,500	1,278	-	2,316
270	99056	BPD Christmas Food Baskets	-	-	-	-
270	16022	Safe Oklahoma Grant	-	19,797	-	19,797

### 2025-26 Operating Budget Restricted Revenue Fund – Expense Outlay Detail (continued)

#### Expense Schedule (continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	23/24 ACTUAL	24/25 BUDGET	24/25 ESTIMATE	25/26 BUDGET
270	16028	Joe Glenn Memorial	-	62	-	62
270	17061	Police Training Donation	8,095	-		-
270	17062	PD Honor Guard	-	1,094	-	1,094
270	23016	Mental Heslth	-	1,000	-	1,000
270	25039	Electric Golf Carts	-	38,160	37,513	-
		Total Police	49,655	115,815	45,430	74,018
328	21003	St. Johns School Zone	-	2,676	-	2,676
		Total Street	-	2,676	-	2,676
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	-	1,365	-	-
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	1,180	574	729	1,101
431	N/A	P66 Tree Donation	-	-	-	14,750
431	22002	P66 Landscaping Grant	-	413	-	1,835
431	19032	Civitan Park Pavillion	-	802	-	802
		Total Parks and Recreation	1,180	93, 980	729	109,314
432	08029	Frontier Park Project	-	12,331	-	12,331
445	25039	Electric Golf Carts	<u> </u>	38, 160	36,001	60
TOTAL			<u>\$ 115,178</u>	\$ 439,764	\$ 90,039	\$ 283,449

# 2025-26 Operating Budget Golf Course Memorial Fund – Summary

Fι	Fund Mission: To receive donations and other golf revenues that are restricted							
		-	urpose of golf counditure of such fun	•	and to account for			
Fı	Fund Description: The Golf Course Memorial fund was established when member of the Adams Golf Club requested it so that gifts could be man to the Golf Course for purposes of improving it. They wanted assure that the intended improvements were made and that the money would not be used for everyday operations.							
2	025 Accomplishm	ents: • Rais	ed \$38,000 in don	ations				
2	026 Objectives:	• Cont	tinue to raise priva	te fund for Golf Co	ourse Improvements			
Bı	udget Highlights:	The majo and repai		litures in this fund a	re for maintenance			
				FUND 244 GOLF CC DEPT 4	OURSE MEMORIAL 145 GOLF COURSE			
-	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET			
	\$78,153	\$79,853	\$39,499	\$44,984	\$44,984			

### 2025-26 Operating Budget Golf Course Memorial Fund – Expenditure and Revenue Summary

#### Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Municipal Golf Course	\$ 78,153	\$ 79,853	\$ 39,499	\$ 44,984
Total Expenditures	\$ 78,153	<u>\$ 79,853</u>	<u>\$ 39,499</u>	\$ 44,984
	Revenues			
REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25	2025-26
		BODGET	ESTIMATE	BUDGET
Interest and Investment Income Donations and Miscellaneous	\$ 3,071 78,735	\$ - 30,800	\$ 3,594 30,800	\$ 2,875
	\$ 3,071	\$ -	\$ 3,594	

## 2025-26 Operating Budget Golf Course Memorial Fund – Golf Course – Line Item Detail

CONTRACTUAL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST	CITY MGR REC	2025-26 APPROVED
52510 OTHER SERVICES	\$ 5,469	\$ -	\$ 28,032	\$ 44,984	\$ 44,984	\$ 44,984
TOTAL CONTRACTUAL SERVICES	\$ 5,469	\$-	\$ 28,032	\$ 44,984	\$ 44,984	\$ 44,984
MATERIALS & SUPPLIES						
53310 GENERAL SUPPLIES	\$ 816	\$ -	\$ 112	\$ -	\$ -	\$ -
53410 TOOLS & EQUIPMENT 53610 MAINT. & REPAIR MATERIALS	<u>3,418</u> 26,335		<u>5,100</u> 6,255			
TOTAL MATERIALS & SUPPLIES	\$ 30,569	\$ 3,600	\$ 11,467	\$-	\$-	\$-
CAPITAL OUTLAY						
55930 OTHER IMPROVEMENTS	\$ -	\$ 54,725	\$ -	\$ -	\$ -	\$ -
55960 VEHICLES & EQUIPMENT	42,115	21,528	-			-
TOTAL CAPITAL OUTLAY	\$ 42,115	\$ 76,253	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET	\$ 78,153	\$ 79,853	\$ 39,499	\$ 44,984	\$ 44,984	\$ 44,984

### *CITY OF BARTLESVILLE* 2025-26 Operating Budget CDBG-COVID Fund – Summary

	\$0	\$485,000	\$485,000	\$485,000	\$485,000
	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET
					245 CDBG-COVID 170 CDBG-COVID
Budget Highlights:		• •		and are rent and util were impacted by	ity expenses for persons the coronavirus.
2026 0	Objectives:	• N/A			
2025 A	Accomplishments:	• N/A			
Fund D	escription:			established to acc of a federal grant	count for revenues and of the same name.
Fund M	lission:	assistance and	·	it persons of low a	ered by other forms of nd moderate income for

### 2025-26 Operating Budget CDBG-COVID Fund – Expenditure and Revenue Summary

#### Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
CDBG-COVID	\$-	\$ 485,000	\$ 485,000	\$ 485,000
Total Expenditures	<u>\$ -</u>	\$ 485,000	\$ 485,000	\$ 485,000
	Revenues			
REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Intergovernmental	\$ -	\$ 485,000	\$ 485,000	\$ 485,000
Fund Balance	<u> </u>			
Total Available for Appropriation	<u>\$ -</u>	\$ 485,000	\$ 485,000	\$ 485,000

### 2025-26 Operating Budget CDBG-COVID Fund – General Services – Line Item Detail

CONTRACTUAL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
52510 OTHER SERVICES	\$ -	\$ 485,000	\$ 485,000	\$ 485,000	\$ 485,000	\$ 485,000
TOTAL CONTRACTUAL SERVICES	<u>\$</u> -	\$ 485,000	\$ 485,000	\$ 485,000	\$ 485,000	\$ 485,000
TOTAL BUDGET	<u>\$                                    </u>	\$ 485,000	\$ 485,000	\$ 485,000	\$ 485,000	\$ 485,000

2025-26 Operating Budget ARPA Fund – Summary

Fund Mission:	These funds ar Act.	e to be used under	the guidelines of th	e American Rescue Pl	an
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.				
2025 Accomplishment	s: • N/A				
2026 Objectives:	• N/A				
Budget Highlights:	The only expendent of the only expendent of the only expendent of the only council of the only expendence of the o		is a transfer to the (	General fund, to be spe	ent
				D 246 ARPA FUND I 900 TRANSFERS	
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET	
\$1,000,000	\$500,000	\$500,000	\$1,232,952	\$1,232,952	

### 2025-26 Operating Budget ARPA Fund – Expenditure and Revenue Summary

#### Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Transfer to General	\$ 1,000,000	\$ 500,000	\$ 500,000	\$ 1,232,952
Total Expenditures	\$ 1,000,000	\$ 500,000	\$ 500,000	\$ 1,232,952
REVENUE BY SOURCE	Revenues 2023-24 A CTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Intergovernmental	<u>\$                                    </u>	<u>\$                                    </u>	<u>\$                                    </u>	_\$
Fund Balance	2,732,952	1,732,952	1,732,952	1,232,952
Total Available for Appropriation	\$ 2,732,952	\$ 1,732,952	\$ 1,732,952	\$ 1,232,952

2025-26 Operating Budget ARPA Fund – Transfers – Line Item Detail

TRANSFERS OUT	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
59101 TRANSFER TO GENERAL FUND	\$ 1,000,000	\$ 500,000	\$ 500,000	\$ 1,232,952	\$ 1,232,952	\$ 1,232,952
TOTAL TRANSFERS	\$ 1,000,000	\$ 500,000	\$ 500,000	\$ 1,232,952	\$ 1,232,952	\$ 1,232,952
TOTAL BUDGET	\$ 1,000,000	\$ 500,000	\$ 500,000	\$ 1,232,952	\$ 1,232,952	\$ 1,232,952

2025-26 Operating Budget JAG Fund – Summary

Fund Mission:	1	de for the receipt of for the expenditure		G grant funds and to
Fund Description:	receipt an Local La discontin anticipate future. A	nd disbursement of w Enforcement Blaued and replace and that the JAG gra	Police grant funds ock Grant (LLEBC d by the Police ant will also be disc	to account for the s associated with the G). The LLEBG was JAG grant. It is continued in the near received and spent,
2025 Accomplishm	nents: • N/A			
2026 Objectives:	• N/A			
Budget Highlights:		ent general supplie		Cund is for Police ENT BLOCK GRANT DEPT 270 POLICE
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET
\$0	\$14,804	\$14,804	\$0	\$0

### 2025-26 Operating Budget JAG Fund – Expenditure and Revenue Summary

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Police	<u>\$</u>	\$ 14,804	<u>\$ 14,804</u>	<u>\$</u>
Total Expenditures	<u>\$</u>	\$ 14,804	\$ 14,804	\$

#### Expenditures and Reserves

#### Revenues

REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Intergovernmental	\$ 7,185	<u> </u>	\$	<u>\$ -</u>
Fund Balance	7,619	14,804	14,804	
Total Available for Appropriation	\$ 14,804	\$ 14,804	\$ 14,804	<u>\$-</u>

2025-26 Operating Budget JAG Fund – Police – Line Item Detail

MATERIALS & SUPPLIES	2023-24	2024-25	2024-25	2025-26	CITY M GR	2025-26
	ACTUAL	BUDGET	ESTIM ATE	REQUEST	REC	APPROVED
53310 GENERAL SUPPLIES	<u>\$-</u>	\$ 14,804	\$ 14,804	<u>\$-</u>	<u>\$-</u>	\$ -
TOTAL MATERIALS & SUPPLIES	\$-	\$ 14,804	\$ 14,804	\$-	\$-	\$ -
TOTAL BUDGET	<u>\$ -</u>	\$ 14,804	\$ 14,804	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

# 2025-26 Operating Budget Opioid Abatement Fund – Summary

Fund Mission:To provide for the receipt of Opioid Abatement grant funds to account for the expenditure of such funds.				
Fund Description:	1	oid Fund was estab nd disbursement o ds.	<b>U i</b>	
2025 Accomplish	ments: • N/A			
2026 Objectives:	• N/A			
Budget Highlights:	•	y budgeted expen ent expenditures rel		
			FUND 263 OPIOID	SETTLEMENT FUND DEPT 270 POLICE
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET
\$0	\$0	\$120,000	\$244,818	\$244,818

2025-26 Operating Budget Opioid Abatement Fund – Expenditure and Revenue Summary

#### Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Police	\$ -	\$	\$ 120,000	\$ 244,818
Total Expenditures	<u>\$                                    </u>	<u>\$-</u>	\$ 120,000	\$ 244,818
	Revenues			
REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Intergovernmental	_\$	\$-	\$ 364,818	<u>\$ -</u>
Fund Balance				244,818
Total Available for Appropriation	\$-	\$-	\$ 364,818	\$ 244,818

# 2025-26 Operating Budget Opioid Abatement Fund – Police – Line Item Detail

CONTRACTUAL SERVICES	 2023-24 ACTUAL		2024-25 BUDGET		2024-25 ESTIM ATE		2025-26 REQUEST		CITY M GR REC		2025-26 APPROVED	
52510 OTHER SERVICES	\$ 	\$		\$	120,000	\$	244,818	\$	244,818	\$	244,818	
TOTAL CONTRACTUAL SERVICES	\$ 	\$		\$	120,000	\$	244,818	\$	244,818	\$	244,818	
TOTAL BUDGET	\$ -	\$	-	\$	120,000	\$	244,818	\$	244,818	\$	244,818	

### **CITY OF BARTLESVILLE** 2025-26 Operating Budget Neighborhood Park Fund – Summary

Fund Mission:		To assist in the maintenance and development of the parks a pathways of the City of Bartlesville.						
Fund Description:	receive new res	and disburse fund	s generated by the	d was established to Park fee imposed on 7. The fee is \$500 per				
2025 Accomplishme	ents: • N/2	A						
2026 Objectives:	• N/2	A						
Budget Highlights:	BMA -	- General that is		are for a transfer to debt service on the cone Park.				
				HBORHOOD PARK RK & RECREATION				
2023-24 ACTUAL 20	24-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET				
\$0	\$62,723	\$0	\$73,643	\$73,643				

#### 2025-26 Operating Budget Neighborhood Park Fund – Expenditure and Revenue Summary

#### Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	-	3-24 TUAL	2024-25 UDGET	 4-25 MATE	025-26 UDGET
Park and Recreation	\$		\$ 62,723	\$ 	\$ 73,643
Total Expenditures	\$	-	\$ 62,723	\$ -	\$ 73,643

#### Revenues

REVENUE BY SOURCE	2023-24	2024-25	2024-25	2025-26
	ACTUAL	BUDGET	ESTIMATE	BUDGET
Interest and Investment Income	\$     4,195	\$ -	\$       5,166	\$     4,133
Donations and Miscellaneous		-		
Fund Balance	60,148	62,723	64,344	69,510
Total Available for Appropriation	<u> </u>	\$ 62,723	\$ 69,510	\$ 73,643

2025-26 Operating Budget Neighborhood Park Fund – Park & Recreation – Line Item Detail

CAPITAL OUTLAY	2023- ACTU		024-25 JDGET	2024-25 ESTIM A TE	=	025-26 QUEST	СП	TYMGR REC	-	025-26 PROVED
55930 OTHER IMPROVEMENTS	\$		\$ 62,723	 6	-	\$ 73,643	\$	73,643	\$	73,643
TOTAL CAPITAL OUTLAY	\$	-	\$ 62,723	 5	-	\$ 73,643	\$	73,643	\$	73,643
TOTAL BUDGET	\$	-	\$ 62,723	5	-	\$ 73,643	\$	73,643	\$	73,643

### 2025-26 Operating Budget Cemetery Perpetual Care Fund – Summary

Fund Mission:	•	•	ne City owned Wh nds and all accrued	ite Rose Cemetery earnings.
Fund Description:	operators income is be used	of cemeteries. A required to be dep for capital impr of land. Interest	portion of each lot posited in the fund. rovements to the	ed by State Law for sale and interment Principal may only cemetery and for may be used for
2025 Accomplishn	nents: • No p	projects were sched	duled for this budge	et year
2026 Objectives:	• No p	projects are schedu	led for this budget	year
Budget Highlights:	•	budgeted expendents to the cemet		nd are for various
		F	UND 274 CEMETERY DE	PERPETUAL CARE PT 174 CEMETERY
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET
\$200	\$15,009	\$175	\$18,398	\$18,398

#### 2025-26 Operating Budget Cemetery Perpetual Care Fund – Expenditure and Revenue Summary

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Cemetery	\$ 200	\$ 15,009	\$ 175	\$ 18,398
Total Expenditures	\$ 200	\$ 15,009	<u>\$ 175</u>	\$ 18,398
	Revenues			
REVENUE BY SOURCE	2023-24	2024-25 BUDGET	2024-25	2025-26 BUDGET

#### Expenditures and Reserves

REVENUE BY SOURCE	2023-24	2024-25	2024-25	2025-26
	ACTUAL	BUDGET	ESTIMATE	BUDGET
Charges for Services	\$    2,425	\$    2,400	\$     1,807	\$       1,700
Interest and Investment Income	781		1,126	901
Fund Balance	10,033	12,609	13,039	15,797
Total Available for Appropriation	\$ 13,239	\$ 15,009	\$ 15,972	\$ 18,398

2025-26 Operating Budget Cemetery Perpetual Care Fund – Cemetery – Line Item Detail

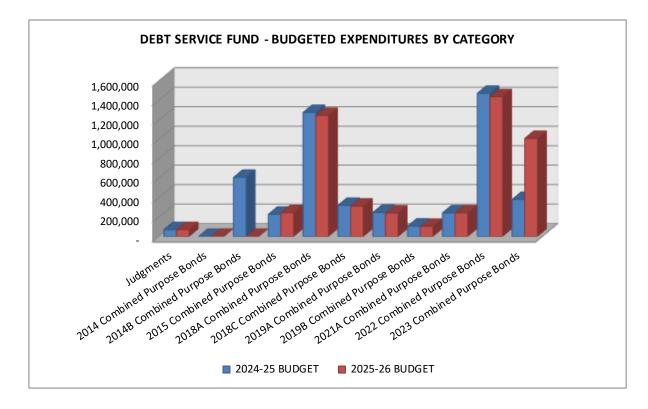
MATERIALS & SUPPLIES	-	23-24 TUAL	2024-25 UDGET	-	4-25 MATE	025-26 QUEST	С	ITY M GR REC		-	025-26 PROVED
53310 GENERAL SUPPLIES	\$	200	\$ 15,009	\$	175	\$ 18,398	\$	18,398		\$	18,398
TOTAL MATERIALS & SUPPLIES	\$	200	\$ 15,009	\$	175	\$ 18,398	\$	18,398	;	\$	18,398
TOTAL BUDGET	\$	200	\$ 15,009	\$	175	\$ 18,398	\$	18,398		\$	18,398

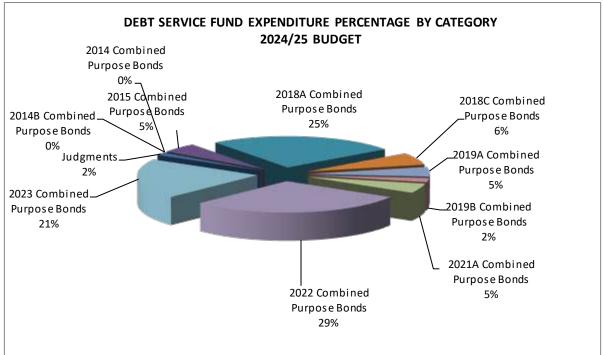
# **DEBT SERVICE FUND**



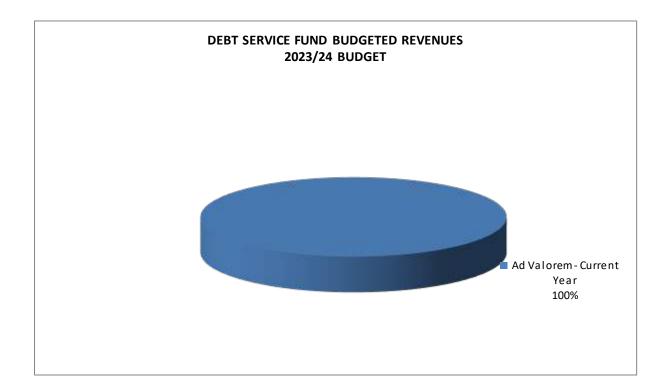
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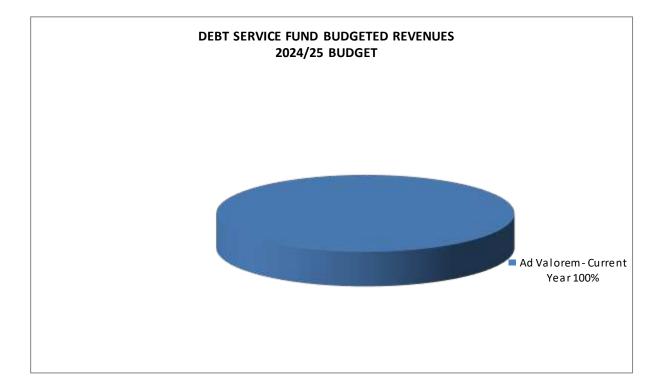
2025-26 Operating Budget Debt Service Fund – Expenditure Graphs





2025-26 Operating Budget Debt Service Fund – Revenue Graphs





2025-26 Operating Budget Debt Service Fund – Summary

Fund Mission:	N/A
Fund Description:	The Debt Service Fund was established in accordance with State law to satisfy the requirement that all ad valorem property taxes levied for the purposes of meeting debt service requirements on general obligation debt and paying court ordered judgments be deposited into a sinking fund.
2025 Accomplishments:	N/A
2026 Objectives:	N/A
Budget Highlights:	This fund pays for the debt service principal and interest requirements on all outstanding general obligation debt, court ordered judgments, and administrative fees. The only sources of revenue in this fund are ad valorem taxes and a transfer from the Bond Financing Fund to help hold property tax levels below 15 mills.

### 2025-26 Operating Budget Debt Service Fund – Summary by Function or Source

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Judgments	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000
2014 Combined Purpose Bonds	184,370	-	-	-
2014B Combined Purpose Bonds	593,994	606,800	606,800	-
2015 Combined Purpose Bonds	230,980	227,020	227,020	242,660
2018A Combined Purpose Bonds	1,305,800	1,274,450	1,274,450	1,243,100
2018C Combined Purpose Bonds	327,375	319,125	319,125	310,875
2019A Combined Purpose Bonds	249,500	245,100	245,100	240,700
2019B Combined Purpose Bonds	107,500	105,500	105,500	103,500
2021A Combined Purpose Bonds	244,300	242,000	242,000	242,000
2022 Combined Purpose Bonds	1,506,250	1,470,700	1,470,700	1,435,150
2023 Combined Purpose Bonds		380,075	380,075	1,007,075
Total Expenditures	\$ 4,820,069	\$ 4,940,770	\$ 4,940,770	\$ 4,895,060
	Revenues			
REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Ad Valorem - Current Year Proceeds from Issuance of Debt	\$ 4,469,640 154,855	\$ 4,940,770 	\$ 4,738,059 	\$ 4,893,260 
Fund Balance	3,734,419	3,639,119	3,610,645	3,407,934
Total Available for Appropriation	\$ 8,358,914	\$ 8,579,889	\$ 8,348,704	\$ 8,301,194

#### Expenditures and Reserves

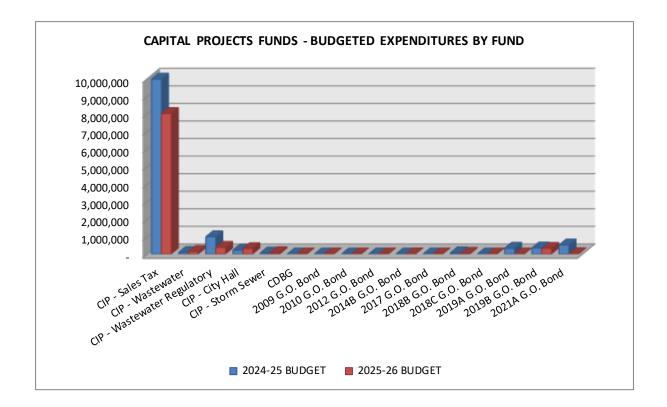
# **CAPITAL PROJECTS FUNDS**



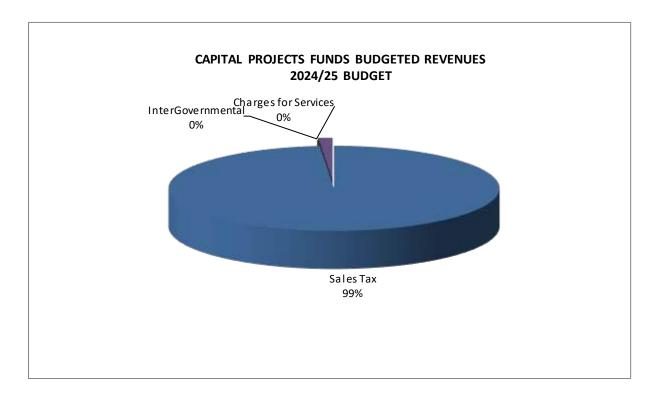
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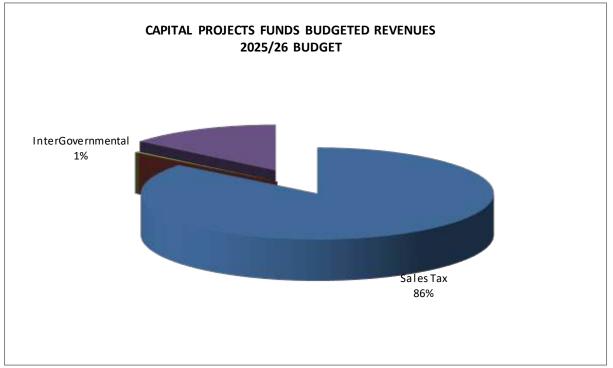
**CITY OF BARTLESVILLE** 

2025-26 Operating Budget Capital Projects Funds – Expenditure Graph



2025-26 Operating Budget Capital Projects Funds – Revenue Graphs





2025-26 Operating Budget

Capital Projects Funds – Summary by Fund or Source Expenditures and Reserves

EXPENDITURES BY FUND	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
CIP - Sales Tax	\$ 1,679,649	\$ 9,962,005	\$ 6,070,113	\$ 7,997,931
CIP - Wastewater	74,999	86,269	10,037	140,148
CIP - Wastewater Regulatory	456,965	979,945	314,294	376,393
CIP - City Hall	5,200	221,971	-	308,106
CIP - Storm Sewer	-	48,130	-	70,379
CDBG	1,266	-	-	-
2014B G.O. Bond	-	-	-	3,885
2018B G.O. Bond	-	62,772	-	31,386
2018C G.O. Bond	1,720	-	-	-
2019A G.O. Bond	-	326,564	325,969	-
2019B G.O. Bond	35,218	341,460	19,182	322,278
2021A G.O. Bond	-	510,000	503,098	13,683
2022 G.O. Bond	3,646,761	3,170,750	2,550,874	476,133
2023 G.O. Bond	230,857	6,416,375	2,389,903	4,163,794
Total Expenditures and Reserves	\$ 6,132,635	\$22,126,241	\$12,183,470	\$ 13,904,116
	Revenues			
REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Sales Tax	\$ 3,412,076	\$ 3,371,537	\$ 3,418,092	\$ 3,383,911
Intergovernmental	219,087	-	-	-
Charges for Services	63,294	-	48,300	14,323
Interest and Investment Income	428,119	47,880	679,804	553,419
Donations and Miscellaneous	465,025		307,033	-
Fund Balance	19,648,721	17,931,505	17,722,447	9,952,463

### 2025-26 Operating Budget Capital Projects Funds – Capital Outlay Summary

#### Capital

EXPENDITURES BY FUND & DEPARTMENT	2025-26 BL CAPI EXPEND	TAL
CIP - Sales Tax Fund:		
Building and Neighborhood Services	\$	290,000
Building Mainenance		6,000
General Services		575,000
Tech Services		371,100
Engineering		100,000
Fire		125,000
Police		742,960
Storm Sewer		794,500
Street		2,700,000
Park and Recreation		1,299,226
Airport		150,000
Total CIP - Sales Tax		7,153,786
CIP - Wastewater Fund:		
Wastewater Maintenance		75,000
CIP - Wastewater Regulatory Fund:		
Wastewater Treatment Plant		215,000
CIP - City Hall:		
General Services		220,000
CIP - Storm Sewer Fund:		
Storm Sewer		64,833
2018B GO Bond Fund:		
Storm Sewer		31,386
2019B GO Bond Fund:		
Storm Sewer		300,000
2022 GO Bond Fund:		
Street		396,133
Park		80,000
Total 2022 GO Bond		476,133
2023 GO Bond Fund:		,
		200.000
General Services		300,000
Fire		169,815
Street		2,944,700
Park Total 2023 GO Bond		320,000
	. <u></u>	3,734,515
Total Expenditures	\$	12,270,653

2025-26 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.						
2025 Accomplishmen	<ul> <li>Updated pavement condition model and selected prever maintenance street projects</li> <li>Completed design and advertised bids for the City Security and Energy Efficient Upgrades project</li> <li>Completed design of the Oak Park Basketball Courts</li> <li>Replaced the cooling tower and repaired the roof at City</li> <li>Replaced the speaker system and the Bartlesville Comm Center</li> </ul>	<sup>7</sup> Hall Hall					
2026 Objectives:	<ul> <li>Complete the City Hall Security and Energy Eff. Upgrades project</li> <li>Design and completed the construction on the Down Landscaping project</li> <li>Advertise, bid, and begin construction on the Sunset Peder Bridge project</li> <li>Complete design and construction of FY 24-25 CIP project</li> </ul>	ntown estrian					
Budget Highlights:	The major expenditures in this fund are capital improvement FUND 449 CIP - SALES TA ALL DEPARTMENT	4X					
2023-24 ACTUAL 2	2025-26 CITY MGR 2025-26 CITY MGR APPROVED RECOMMENDS BUDGET						
\$1,679,649	\$9,962,005 \$6,070,113 \$7,997,931 \$7,997,931						

### 2025-26 Operating Budget CIP Sales Tax Fund – Expenditure and Revenue Summary

#### Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Building and Neighborhood Services	\$ 52,839	\$ 100,000	\$ -	\$ 290,000
Building Maintenance	-	-	-	6,000
General Services	404,172	498,638	415,501	575,000
Tech Services	118,954	259,500	51,999	371,100
Engineering	-	100,000	-	100,000
Fire	82,388	-	-	125,000
Police	344,521	682,360	682,356	742,960
Storm Sewer	320	249,500	-	794,500
Street	61,267	4,385,000	3,580,758	2,700,000
Park and Recreation	523,242	2,311,906	822,428	1,299,226
Municipal Golf Course	256,722	5,000	517,071	-
Airport	-	158,000	45,224	150,000
Unallocated		1,370,101		798,921
Total Expenditures	\$ 1,844,425	\$10,120,005	\$ 6,115,337	\$ 7,952,707

#### Revenues

REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Sales Tax	\$ 3,412,076	\$ 3,371,537	\$ 3,418,092	\$ 3,383,911
Interest and Investment Income	317,917	-	569,594	455,675
Donations and Miscellaneous	465,025		307,033	
Fund Balance	3,790,513	6,017,360	5,933,739	4,113,121

#### 2025-26 Operating Budget CIP Sales Tax Fund Capital Outlay Detail

#### Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
155	N/A	F350 Cab and Chassis	\$ 52,839	\$-	\$-	\$-
155	New	Land for Abatement Building	-	100,000	-	100,000
155	New	New Abatement Storage Building	-	-	-	150,000
155	New	UTV for Park Enforcement	-	-	-	25,000
155	New	Dump Trailer - bumper pull	-	-	-	15,000
		Total Building & Neighborhood Svcs	52,839	100,000	-	290,000
160	New	Underground Utility Marker	-	-	-	6,000
		Total Building Maintenance	-	-	-	6,000
170	17002	Misc. Facility & Building Upgrades	18,909	25,000	-	25,000
170	23014	Community Center Speaker Replacement	15,333	-	-	-
170	N/A	Comminuty Center Secuirty Sys Repl.	-	78,000	-	150,000
170	N/A	Downtown Lighting	1,169	-	282	-
170	N/A	Storm Sirens	6,223	-	1,752	-
170	N/A	General Fund Vehicle Replacement	241,786	315,138	409,306	300,000
170	N/A	City Hall Cooling Tower Replacement	120,752	10,000	4,161	-
170	N/A	City Hall Roof Repair	-	70,500	-	-
170	New	City Hall Carpet Replacement	-	-	-	100,000
		Total General Services	404,172	498,638	415,501	575,000
185	N/A	Annual IT Equipment Replacement	83,480	57,000	51,999	55,000
185	N/A	City Hall Server Room A/C Upgrade	23,994	-	-	-
185	N/A	Library Server Replacement (2)	11,480	-	-	-
185	N/A	City-Wide Microsoft Office Upgrades	-	82,500	-	82,500
185	N/A	Sharepoint Server	-	60,000	-	60,000
185	N/A	Upgrade City Servers (8)	-	45,000	-	45,000
185	N/A	Wireless Upgrade (13)	-	15,000	-	15,000
185	New	Core Phone System Upgrade	-	-	-	35,000
185	New	City-Wide Camera Update/Addition (12)	-	-	-	18,600
185	New	Dispatch UPS	-	-	-	18,000
185	New	Plan Review Tables (2)	-	-	-	17,000
185	New	Dispatch Radio Computers (4)	-	-	-	25,000
		Total Information Technology	118,954	259,500	51,999	371,100
190	17005	Update City Wide Aerials	· -	100,000	· -	100,000
		Total Engineering	-	100,000	-	100,000
250	N/A	Equipment Maint	29,199	-	-	-
250	N/A	Tools/Equipment for New 100' Tower Truck	53,189	-	-	-
250	New	Bunker Gear (x34)	-,	-	-	125,000
		Total Fire	82,388	-	-	125,000

### 2025-26 Operating Budget CIP Sales Tax Fund Capital Outlay Detail

#### Capital Outlay Schedule

#### (continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
270	19031	Body Worn Cameras	16,976	20,000	20,000	39,000
270	N/A	Police Department Vehicles	64,241	430,000	479,006	460,000
270	N/A	Police Vehicle Equip/Labor	73,816	207,500	158,493	217,500
270	N/A	Taser Lease Purchase	19,863	20,060	19,863	20,060
270	N/A	24 Hour Dispatch Chairs	4,849	4,800	4,994	6,400
270	N/A	Incode Software (Replaces Sleuth)	-	-	-	-
		Total Police	344, 521	682,360	682,356	742,960
327	18003	East Downtown Storm Drain Impv	-	-	-	-
327	N/A	Drainage Materials	320	99,500	-	124,500
327	N/A	Turkey Creek Clearing	-	50,000	-	50,000
327	N/A	Jefferson Rd Drainage	-	100,000	-	100,000
327	New	Sooner Park Loop Road Drainage	-	-	-	150,000
327	New	Arbor Drainage (Flume)	-	-	-	120,000
327	New	Choctaw Drainage	-	-	-	250,000
		Total Storm Sewer	320	249, 500	-	794,500
328	20005	Hillcrest Drive (Testing)	-	-	-	-
328	20005	Hillcrest Drive Const	-	-	-	-
328	N/A	Update Pavement Condition Model	-	-	4,000	-
328	N/A	Preventative Maintenance Street Projects	10,816	587,000	587,000	-
328	N/A	Dump Trucks w/ Snow Equipment (2)	-	-	-	-
328	N/A	Preventative Maintenance Street Projects	-	1,238,000	1,238,000	-
328	N/A	Skid Steer	-	60,000	59,770	-
328	N/A	New Ford F350	50,451	-	-	-
328	N/A	Preventative Maintenance Street Projects	-	950,000	950,000	-
328	N/A	Preventative Maintenance Street Projects	-	1,000,000	725,000	275,000
328	N/A	Sunset Bridge Supplement	-	525,000	-	1,200,000
328	N/A	Cold Planner (Skid Steer miling equip)	-	25,000	16,988	-
328	New	Preventative Maintenance Street Projects	-	-	-	1,225,000
		Total Street	61,267	4,385,000	3, 580, 758	2,700,000

#### 2025-26 Operating Budget CIP Sales Tax Fund Capital Outlay Detail

# Capital Outlay Schedule (continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
431	17018	Pathfinder Improvements	-	150,000	350,901	-
431	19027	City Gateway & Park Signage	125,000		-	-
431	21008	Sooner Pool Recreational Expansion	26,577	-	-	-
431	N/a	Brush Hog	-	22,000	-	22,000
431	N/A	Playground Mulch Replacement	5,720	50,000	10,000	50,000
431	N/A	Park Amenity Replacement	-	57,906	12,500	72,226
431	23007	Park Roads and Parking Lot Improvements	-	50,000	96,158	-
431	N/A	Zero Turn Mowers - 3 out of 5	-	20,000	-	20,000
431	N/A	Pathfinder Parkway- Maintenance/Repair	-	157,000	-	-
431	N/A	Replace Shade Structures- Sooner/Frontier	19,500	-	-	-
431	N/A	Civitan Park Shade Structure Repair	7,931	-	3,800	-
431	N/A	JoAllyn Lowe Turf	7,878	40,000	1,073	40,000
431	N/A	Hulah Depot Repairs	6,958	-	-	-
431	23008	Oak Park Basketball Court	-	150,000	-	150,000
431	23005	Pickleball Courts	42,411	-	59,816	-
431	N/A	Park Restroom Security	26,805	-	11,350	-
431	N/A	F350 Cab and Chassis	50,451	-	-	-
431	N/A	Veterans' Park Memorial	15,385	-	179,110	-
431	N/A	New Holand Tractors (2)	141,480	-	-	-
431	N/A	John Deere Mower	47,146	-	-	-
431	N/A	Park Entry Signage	-	40,000	-	40,000
431	N/A	Downtown Landscape Improvements	-	800,000	96,000	800,000
431	25000	Nelson F. Carr Bridge Sign	-	-	1,720	-
431	N/A	Sunset Pathfinder Extension/Pedestrian Brid	-	700,000	-	-
431	New	Security Lighting in Parks	-	75,000	-	75,000
431	New	Fertilizer Spreader- Tow Behind	-	-	-	10,000
431	New	Zero Turn Mowers (2 out of 5)	-	-	-	20,000
		Total Park and Rec	523, 242	2,311,906	822,428	1,299,226
147	New	FAA Grant Match	-	112,000	-	150,000
147	New	Airport Mower	-	46,000	45,224	-
		Total Municipal Airport	-	158,000	45,224	150,000
445	N/A	Golf Course Design	157,000	5,000	88,000	-
445	25010	Greens Rebuild	-	-	378,000	-
445	25016	Pro Shop Roof	-	-	51,071	-
445	N/A	Repairs and Updates to Golf Course	55,419	-	-	-
445	N/A	Pump for Golf Course	13,753	-	-	-
445	N/A	Storage Container	4,150	-	-	-
445	New	Lightweight Utility Carts (2)	26,400	-	-	-
		Total Adams Golf Course	256,722	5,000	517,071	
TOTAL			\$ 1,679,649	\$ 8,749,904	\$ 6,115,337	\$ 7,153,786

2025-26 Operating Budget CIP Wastewater Fund– Summary

Fund Mission:	N/A							
Fund Description:	1998 Ge wastewat from the The rema impact fe	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 mpact fees will be used for continued wastewater system capital mprovements.						
2025 Accomplishment	<ul> <li>s: • Replaced the Polaris Lift station pumps</li> <li>• Replaced the Limestone Lift station control panel</li> </ul>							
2026 Objectives:		blace impeller and kedo Lift stations	wear ring at the RA	AW, Shawnee, and				
Budget Highlights:	Budget Highlights: The major expenditures in this fund are capital improvements and professional services for the wastewater collection and treatment system. <b>FUND 453 CIP - WASTEWATER</b>							
2023-24 ACTUAL 202	4-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET				
\$74,999	\$86,269	86,269 \$10,037 \$140,148 \$140,148						

#### 2025-26 Operating Budget CIP Wastewater Fund – Expenditure and Revenue Summary

EXPENDITURES BY DEPARTMENT OR PURPOSE		023-24 CTUAL	 024-25 UDGET	024-25 TIMATE	2025-26 SUDGET
Wastewater Maintenance Unallocated	\$	74,999 -	\$ 43,000 43,269	\$ 10,037 -	\$ 75,000 65,148
Total Expenditures	\$	74,999	\$ 86,269	\$ 10,037	\$ 140,148

#### Expenditures and Reserves

#### Revenues

REVENUE BY SOURCE	2023-24	2024-25	2024-25	2025-26
	ACTUAL	BUDGET	ESTIMATE	BUDGET
Charges for Services	\$ 45,200	\$ -	\$    28,000	\$ -
Interest and Investment Income	8,387	-	11,743	9,394
Fund Balance	162,204	87,205	140,791	130,754
Total Available for Appropriation	\$ 215,791	\$ 87,205	\$ 180,534	\$ 140,148

#### 2025-26 Operating Budget CIP Wastewater Fund Capital Outlay Detail

#### FUND 453 CIP - WASTEWATER ALL DEPARTMENTS

#### PROJECT 2023-24 2024-25 2024-25 2025-26 DEPARTMENT DESCRIPTION NUMBER BUDGET ACTUAL ESTIMATE BUDGET 710 N/A Sludge Injection Unit \$ 45,174 \$ \$ \$ -Replace Generator at Virgina LS 710 N/A 29,825 -710 Replace Limestone LS Control Panel 8,000 10,037 New -710 Replace Polaris LS Pumps 35,000 New -\_ 710 Replace Impeller/Wear Ring at RAW, Shawnee, and Tuxedo LS 75,000 New -TOTAL \$ 74,999 43,000 \$ \$ 10,037 \$ 75,000

#### Capital Outlay Schedule

### 2025-26 Operating Budget CIP Wastewater Regulatory Fund – Summary

Fund Mission:	N/A							
Fund Description:	purpose of funds ar mandates	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.						
2025 Accomplishm	ents: • Repl	laced the FEB line	r at the Tuxedo Lift	t station				
2026 Objectives:	<ul><li>36" -</li><li>Repl</li><li>Lift</li></ul>	sewer line	Nebraska, Covingt	to the Turkey Creek				
Budget Highlights:	including	g planning and e ments to City own	this fund are caping this fund are caping related the wastewater facility <b>454 CIP - WASTEWA</b>	costs, for capital ities.				
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET				
\$456,965	\$979,945	\$314,294	\$376,393	\$376,393				

#### 2025-26 Operating Budget CIP Wastewater Regulatory Fund – Expenditure and Revenue Summary

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Chickasaw Wastewater Treatment Plant Transfer out to BMA - Water	\$ 201,723 255,242	\$ 430,000 -	\$ 314,294 -	\$   215,000 -
Unallocated		549,945	<u>-</u>	161,393
Total Expenditures	\$ 456,965	\$ 979,945	\$ 314,294	\$ 376,393
	Revenues			
REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Interest and Investment Income	\$ 50,261	<u>\$ -</u>	\$ 45,695	\$ 36,556
Fund Balance	573,569	584,032	608,436	339,837
Total Available for Appropriation	\$ 623,830	\$ 584,032	\$ 654,131	\$ 376,393

#### Expenditures and Reserves

2025-26 Operating Budget CIP Wastewater Regulatory Fund Capital Outlay Detail

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

DEPARTMENT	PROJECT NUMBER	DESCRIPTION		2023-24 ACTUAL	2024-25 BUDGET	 2024-25 STIMATE	2025-26 UDGET
710	N/A	Replace Grating over Process Units at WWTP	9	5 201,723	\$ -	\$ 64,294	\$ -
710	25020	Replace FEB Liner at Tuxedo LS		-	250,000	250,000	10,000
710	N/A	Replace Nebraska LS Generator		-	80,000	-	-
710	25022	Turkey Creek 36" Sewer Line- Eval/Design		-	100,000	-	100,000
710	New	Replace Generator (Nebraska/Covington/Silver Lake		-	-	-	80,000
710	New	Replace Check and Gate Valves for RAS		-	 -	 -	 25,000
TOTAL			\$	5 201,723	\$ 430,000	\$ 314,294	\$ 215,000

#### Capital Outlay Schedule

2025-26 Operating Budget CIP City Hall Fund– Summary

Fund Mission:	N/A								
Fund Description:	the fourt	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.							
2025 Accomplishme	nts: • No p	• No projects were completed this year							
2026 Objectives:	impr • Iden	<ul> <li>Continue to identify and complete minor City Hall improvements</li> <li>Identify scope and complete design for the City Hall HVAC Controls Retrofit</li> </ul>							
Budget Highlights:	including	the first-floor ren omer service divis	this fund are build nodel and ergonomi ion of the Accour FUND 4	c improvements to					
2023-24 ACTUAL 2	024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET					
\$5,200	\$221,971	\$0	\$308,106	\$308,106					

#### 2025-26 Operating Budget CIP City Hall Fund – Expenditure and Revenue Summary

EXPENDITURES BY DEPARTMENT OR PURPOSE	 023-24 CTUAL	 2024-25 BUDGET	 4-25 MATE	2025-26 SUDGET
General Services Unallocated	\$ 5,200	\$ 120,000 101,971	\$ -	\$ 220,000 88,106
Total Expenditures	\$ 5,200	\$ 221,971	\$ -	\$ 308,106

#### Expenditures and Reserves

#### Revenues

REVENUE BY SOURCE	2023-24	2024-25	2024-25	2025-26
	ACTUAL	BUDGET	ESTIMATE	BUDGET
Charges for Service	\$ 47,880	\$    47,880	\$     47,880	\$ 47,880
Interest and Investment Income	12,028		17,904	14,323
Fund Balance	125,411	179,478	180,119	245,903
Total Available for Appropriation	\$ 185,319	\$ 227,358	\$ 245,903	\$ 308,106

### 2025-26 Operating Budget CIP City Hall Fund Capital Outlay Detail

#### FUND 455 CIP CITY HALL ALL DEPARTMENTS

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2023-24 ACTUAL	2024-25 BUDGET	-	24-25 MATE	2025-26 UDGET
170 170	18010 New	Misc City Hall Improvements and Repairs City Hall HVAC Controls Retrofit	\$ 5,200	\$ 20,000 100,000	\$	-	\$ 20,000 200,000
TOTAL			\$ 5,200	\$ 120,000	\$	-	\$ 220,000

#### Capital Outlay Schedule

### CITY OF BARTLESVILLE 2025-26 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.						
2025 Accomplishments:	• No	work was done in	FY 24-25				
2026 Objectives:	• Hire consultant to complete assessment of the City's corrugated metal pipe storm sewer infrastructure						
Budget Highlights:	Budget Highlights: The major expenditures in this fund are capital improvements to the storm water infrastructure.						
			FUND 457 CIP	- STORM SEWER			
2023-24 ACTUAL 2024	-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET			
\$0 \$	\$48,130	\$0	\$70,379	\$70,379			

#### 2025-26 Operating Budget CIP Storm Sewer Fund – Expenditure and Revenue Summary

EXPENDITURES BY DEPARTMENT OR PURPOSE			2024-25 UDGET	 2024-25 ESTIMATE		2025-26 BUDGET	
Storm Sewer Unallocated	\$ -	\$	48,130 -	\$ -	\$	64,833 5,546	
Total Expenditures	\$ -	\$	48,130	\$ -	\$	70,379	

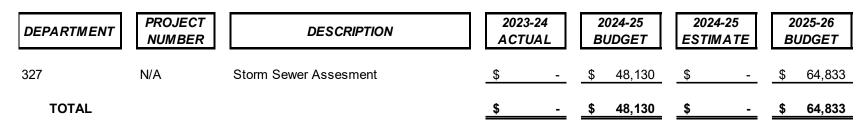
#### Expenditures and Reserves

#### Revenues

REVENUE BY SOURCE	2023-24	2024-25	2024-25	2025-26	
	A CTUAL	BUDGET	ESTIMATE	BUDGET	
Charges for Services	\$     6,066	\$ -	\$    2,396	\$-	
Interest and Investment Income	3,674	-	4,892		
Fund Balance	56,884	55,093	59,177	66,465	
Total Available for Appropriation	\$ 66,624	\$ 55,093	\$ 66,465	\$ 70,379	

2025-26 Operating Budget CIP Storm Sewer Fund Capital Outlay Detail

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



Capital Outlay Schedule

### **CITY OF BARTLESVILLE** 2025-26 Operating Budget Community Development Block Grant Fund– Summary

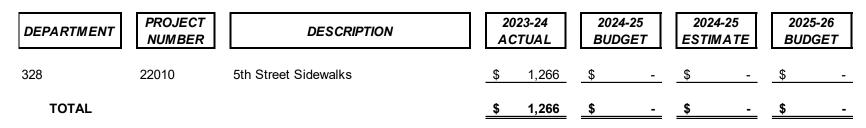
Fund Mission:	infrast	ging City capi ructure improvem nment for persons o	ents which will	improve the living				
Fund Description:	The Community Development Block Grant (CDBG) Fund was established to account for revenues and expenditures related to the receipt of a federal grant of the same name.							
2025 Accomplishments:	• No	o funding was avai	able					
2026 Objectives:	-	oply for and receiv ogram	ve a grant award c	of the FY 2026 CDBG				
Budget Highlights:		ajor expenditures in frastructure.	n this fund are capi	ital improvements for				
				FUND 467 CDBG				
2023-24 ACTUAL 2024-25	BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET				
\$1,266	60	\$0	\$0	\$0				

### 2025-26 Operating Budget Community Development Block Grant Fund – Expenditure and Revenue Summary

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Street	\$ 1,266	<u>\$-</u>	\$ -	<u>\$</u> -
Total Expenditures	<u>\$ 1,266</u>	<u>\$-</u>	<u>\$ -</u>	<u>\$ -</u>
REVENUE BY SOURCE	Revenues 2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Intergovernmental	\$ 219,087	<u>\$ -</u>	\$ -	<u>\$ -</u>
Fund Balance	(211,387)	7,700		
Total Available for Appropriation	\$ 7,700	\$ 7,700	<u>\$ -</u>	\$ -

### 2025-26 Operating Budget Community Development Block Grant Fund Capital Outlay Detail

#### FUND 467 CIP - CDBG ALL DEPARTMENTS



Capital Outlay Schedule

# 2025-26 Operating Budget 2014B G.O. Bond Fund– Summary

Fund Mission:	N/A				
Fund Description:	The 2014B G.O. Bond Fund was established to account for th 2012 General Obligation Bond proceeds that were dedicated t Information Technology, Public Safety, and Park and Recreatio improvements				
2025 Accomplishments:	• All monies have been expended from this fund				
2026 Objectives:	• All monies have been expended from this fund				
Budget Highlights:	The major expenditures in this fund are for Information Technology, Public Safety, Park and Recreation and Street improvement projects funded by 2014 bond issue.				

FUND 479 2014B G.O. BOND

2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET
\$0	\$0	\$0	\$3,885	\$3,885

### 2025-26 Operating Budget 2014B G.O. Bond Fund – Expenditure and Revenue Summary

#### Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 A CTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Unallocated	<u>\$ -</u>	<u>\$</u>	\$ -	\$ 3,885
Total Expenditures	<u>\$                                    </u>	<u>\$ -</u>	<u>\$ -</u>	\$ 3,885
	<b>D</b>			

#### Revenues

REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Interest and Investment Income	<u>\$ -</u>	<u>\$ -</u>	<u>\$                                    </u>	<u>\$</u>
Fund Balance	3,885	3,885	3,885	3,885
Total Available for Appropriation	\$ 3,885	\$ 3,885	\$ 3,885	\$ 3,885

# 2025-26 Operating Budget 2018B G.O. Bond Fund– Summary

Fund Mission:	N/A						
Fund Description:	2018 Ger	The 2018B G.O. Bond Fund was established to account for the 2018 General Obligation Bond proceeds that were dedicated to Storm Sewer.					
2025 Accomplishments: • No projects were proposed from this fund this FY							
<ul> <li>2026 Objectives:</li> <li>Supplement Storm Sewer Fund to hire consultant to complete assessment of the City's corrugated metal pipe storm sewer infrastructure</li> </ul>							
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							
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET			
\$0	\$62,772	\$0	\$31,386	\$31,386			

# 2025-26 Operating Budget 2018B G.O. Bond Fund – Expenditure and Revenue Summary

Expenditures	and	Reserves
--------------	-----	----------

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Storm Sewer	\$	\$ 31,386	<u>\$ -</u>	\$ 31,386
Total Expenditures	<u>\$ -</u>	\$ 31,386	<u>\$-</u>	\$ 31,386
	Revenues 2023-24	2024-25	2024-25	2025-26
REVENUE BY SOURCE	ACTUAL	BUDGET	ESTIMATE	BUDGET
Interest and Investment Income	\$ -	\$ -	\$ -	\$-
Fund Balance	31,386	31,386	31,386	31,386
Total Available for Appropriation	\$ 31,386	\$ 31,386	\$ 31,386	\$ 31,386

# 2025-26 Operating Budget 2018B G.O. Bond Fund Capital Outlay Detail

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2023 ACTU		024-25 UDGET	4-25 MATE	025-26 JDGET
327	New	Storm Sewer Assessment	\$		\$ 31,386	\$ -	\$ 31,386
TOTAL			\$	-	\$ 31,386	\$ -	\$ 31,386

# 2025-26 Operating Budget 2018C G.O. Bond Fund– Summary

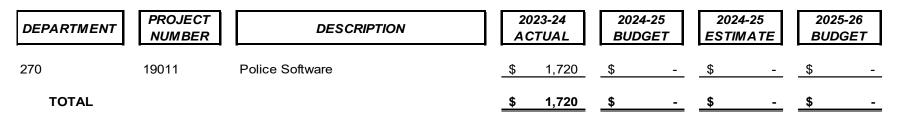
Fund Mission:	N/A						
Fund Description:	2018 Ger	The 2018C G.O. Bond Fund was established to account for the 2018 General Obligation Bond proceeds that were dedicated to Police, Streets, Parks, and Library.					
2025 Accomplishme	ents: • A	• All monies have been expended from this fund					
2026 Objectives:	• All monies have been expended from this fund						
Budget Highlights:	1		the 2018 GO Bond	, Park, Street, and issuance. 2018C G.O. BOND			
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET			
\$1,720	\$0	\$0	\$0	\$0			

### 2025-26 Operating Budget 2018C G.O. Bond Fund – Expenditure and Revenue Summary

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Police	\$ 1,720	<u>\$ -</u>	\$-	\$ -
Total Expenditures	\$ 1,720	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
	Revenues 2023-24	2024-25	2024-25	2025-26
REVENUE BY SOURCE	ACTUAL	BUDGET	ESTIMATE	BUDGET
Interest and Investment Income	<u>\$ -</u>	<u>\$ -</u>	\$ -	\$ -
Fund Balance				
Total Available for Appropriation	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

2025-26 Operating Budget 2018C G.O. Bond Fund Capital Outlay Detail

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



Capital Outlay Schedule

# 2025-26 Operating Budget 2019A G.O. Bond Fund– Summary

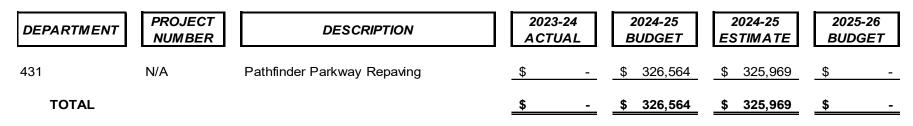
Fund Mission:	N/A					
Fund Description:	The 2019A G.O. Bond Fund was established to account for the 2019 General Obligation Bond proceeds that were dedicated to Streets and Parks.					
2025 Accomplishments:	• Completed the Pathfinder repaving improvements included with the larger Pathfinder Rehabilitation project that included work at Robinwood Park, between Johnstone Park and the WWTP, Polaris Trailhead, Douglass Park, and near the Riverside Park mobile home park					
2026 Objectives:	• A	ll monies have bee	en expended from th	nis fund		
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						
2023-24 ACTUAL 2024-2	25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET		
\$0 \$3	326,564	\$325,969	\$0	\$0		

# 2025-26 Operating Budget 2019A G.O. Bond Fund – Expenditure and Revenue Summary

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Park and Recreation	_\$	\$ 326,564	\$ 325,969	\$ -
Total Expenditures	<u>\$                                    </u>	\$ 326,564	\$ 325,969	<u>\$ -</u>
REVENUE BY SOURCE	Revenues 2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Interest and Investment Income	\$-	\$ -	\$ -	\$-
Fund Balance	327,431	327,431	325,969	
Total Available for Appropriation	\$ 327,431	\$ 327,431	\$ 325,969	<u>\$-</u>

2025-26 Operating Budget 2019A G.O. Bond Fund Capital Outlay Detail

#### FUND 485 CIP - 2019A G.O. BOND FUND ALL DEPARTMENTS



Capital Outlay Schedule

# 2025-26 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.
2025 Accomplishments:	• Completed design of 8 <sup>th</sup> Street Storm Drain Rehab
2026 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

2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET
\$35,218	\$341,460	\$19,182	\$322,278	\$322,278

# 2025-26 Operating Budget 2019B G.O. Bond Fund – Expenditure and Revenue Summary

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET	
Storm Sewer Unallocated	\$ 35,218 	\$ 300,000 41,460	\$ 19,182 	\$ 300,000 22,278	
Total Expenditures	\$ 35,218	\$ 341,460	\$ 19,182	\$ 322,278	
	Revenues				
REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET	
Proceeds from Issuance of Debt	\$ -	\$ -	\$ -	<u>\$                                    </u>	
Fund Balance	385,860	341,460	341,460	322,278	
Total Available for Appropriation	\$ 385,860	\$ 341,460	\$ 341,460	\$ 322,278	

2025-26 Operating Budget 2019B G.O. Bond Fund Capital Outlay Detail

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

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2023-24 CTUAL	2024-25 BUDGET	2024-25 STIMATE		2025-26 BUDGET
327	N/A	8th Street Strom Drain Rehab	\$ 35,218	\$ 300,000	\$ 19,182	_	\$ 300,000
TOTAL			\$ 35,218	\$ 300,000	\$ 19,182	_	\$ 300,000

### CITY OF BARTLESVILLE 2025-26 Operating Budget

# 2021A G.O. Bond Fund– Summary

Fund Mission:	N/A						
Fund Description:	2021A G	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.					
2025 Accomplishmen	pr • Pu lo	oject urchased and inst cations	alled drinking fou	lass Park Walkway ntains at three park nts at Johnstone Park			
2026Objectives:	R			unallocated funds. supplement other			
Budget Highlights:	1	enditures in this f y the 2021A GO E	ond issuance.	and Park projects 2021A G.O. BOND			
2023-24 ACTUAL 20	24-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET			
\$0	\$510,000	\$503,098	\$13,683	\$13,683			

### 2025-26 Operating Budget 2021A G.O. Bond Fund – Expenditure and Revenue Summary

#### Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Park Unallocated	\$ - 	\$    510,000 	\$    503,098 	\$- 13,683
Total Expenditures	<u>\$                                    </u>	\$ 510,000	\$ 503,098	\$ 13,683
	Revenues			
REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Proceeds from Issuance of Debt	\$-	\$	\$	\$-
Fund Balance	526,494	526,494	516,781	13,683
Total Available for Appropriation	\$ 526,494	\$ 526,494	\$ 516,781	\$ 13,683

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### *CITY OF BARTLESVILLE* 2025-26 Operating Budget 2021A G.O. Bond Fund Capital Outlay Detail

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

Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2023-2 ACTU/		2024-25 UDGET	_	2024-25 STIMATE	2025 BUD	
431	New	Johnstone Park Parking Lot/Entry Access	\$	-	\$ 425,000	\$	470,000	\$	-
431 431	New New	Douglas Park Walkway Drinking Fountain Replacement		-	45,000 40,000		- 33,098		-
		Total Parks		-	 510,000		503,098		-
TOTAL			\$	-	\$ 510,000	\$	503,098	\$	

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2025-26 Operating Budget 2022 G.O. Bond Fund– Summary

Fund Mission:	N/A				
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.				
2025 Accomplishments:	<ul> <li>Completed construction on the Tuxedo Bridge project</li> <li>Completed the Park Parking Lots Improvement project</li> </ul>				
2026Objectives:	<ul> <li>2026Objectives:</li> <li>Bid and complete construction of the Sunset Bridge Rehabilitation project</li> <li>Complete design and construction of the Douglass Park Shelter project</li> </ul>				
Budget Highlights:	The expenditures in this fund are for General Services, Te Services, Fire, Police, Library, Street and Park projects funded the 2022 GO Bond issuance. FUND 488 2022 G.O. BOND				
2023-24 ACTUAL 2024-25	BUDGET 2024-25 ESTIMATE 2025-26 CITY MGR APPROVED RECOMMENDS BUDGET				
\$3,646,761 \$3,17	9,750 \$2,550,874 \$476,133 \$476,133				

# 2025-26 Operating Budget 2022 G.O. Bond Fund – Expenditure and Revenue Summary

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 A CTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
General Services	\$ 124,781	\$-	\$-	\$-
Information Technology	1,399,913	-	99,994	-
Fire	13,500	-	-	-
Street	1,483,191	2,360,000	1,696,712	396,133
Library	137,817	-	-	-
Park	487,559	810,750	754,168	80,000
Total Expenditures	<u>\$ 3,646,761</u> Revenues	<u>\$ 3,170,750</u>	<u>\$ 2,550,874</u>	<u>\$ 476,133</u>
REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Proceeds from Issuance of Debt	\$	<u>\$                                    </u>	<u>\$                                    </u>	<u>\$ -</u>
Fund Balance	6,765,084	3,223,984	3,027,007	476,133
Total Available for Appropriation	\$ 6,765,084	\$ 3,223,984	\$ 3,027,007	\$ 476,133

# 2025-26 Operating Budget 2022 G.O. Bond Fund Capital Outlay Detail

#### FUND 488 CIP - 2022 G.O. BOND FUND ALL DEPARTMENTS

#### Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
170	23012	City Hall Boiler Replacement	124,781	-	-	-
		Total General Services	124,781	-	-	-
185	N/A	Emergency Communications Radio System	1,399,913	-	99,994	-
		Total Information Technology	1,399,913	-	99,994	-
250	N/A	Central Fire Station Apparatus Bay Insulatio		-	-	-
	-	Total Fire	13,500	-	-	-
328	23002	Bridge Rehabilitation - Tuxedo over Caney	27,244	985,000	1,631,970	-
328	New	Bridge Rehabilitation - Tuxedo Overflow	-	325,000	-	-
328	New	Bridge Rehabilitation - Sunset over Butler Cr	103,702	1,000,000	-	396,133
328	23015	Crestland Concrete Rehab incl Baylor Pl	383,543	50,000	64,742	-
328	New	Delaware & Clear Creek Asphalt Mill/Overlay	968,702	-	-	-
		Total Streets	1,483,191	2,360,000	1,696,712	396,133
421	23013	Library Chiller Replacement	137,817	-	-	-
		Total Library	137,817	-	-	-
431	N/A	Civitan Park Berm/Fence	-	15,000	-	-
431	23005	Pickleball Courts	438,200	-	-	-
431	New	Johnstone Park Ring Road/Drives	-	275,000	-	-
431	23007	Park Parking Lot Improvements	49,359	228,750	742,168	-
431	New	Sooner Park Ring Road/Access Drives	-	200,000	-	-
431	New	Douglass Park Shelter	-	80,000	-	80,000
431	New	Lyon Park Access Drive/Parking	-	12,000	12,000	-
		Total Parks	487,559	810,750	754,168	80,000
TOTAL		-	\$ 3,646,761	\$ 3,170,750	\$ 2,550,874	\$ 476,133

# 2025-26 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.			
2025 Accomplishments:	<ul> <li>Replaced the roofs at Fire Stations 3 and 4</li> <li>Designed and bid concrete rehabilitation project for Highland, Wilshire, Waverly and Oakdale</li> <li>Completed design and started construction on the Yale Reconstruction project</li> <li>Completed design of the asphalt street rehabilitation project that includes portions of Dewey, Southport, Quail Ridge, Cambridge, and Braddock</li> <li>Completed construction of the Golf Course Greens Reconstruction project</li> </ul>			
2026Objectives:	<ul> <li>Complete City Hall Window Replacement</li> <li>Design and construct the Sooner Park Basketball Court</li> <li>Construct the Yale Reconstruction project</li> </ul>			
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

2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET
\$230,857	\$6,416,375	\$2,389,903	\$4,163,794	\$4,163,794

# 2025-26 Operating Budget 2023 G.O. Bond Fund – Expenditure and Revenue Summary

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 A CTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Accounting & Finance	\$-	\$ 104,230	\$ 104,230	\$-
General Services	-	300,000	-	300,000
Information Technology	19,707	388,000	310,843	-
Fire	-	246,900	77,085	169,815
Street	78,161	4,175,745	826,373	2,944,700
Library	132,989	-	96,372	-
Park	-	501,500	275,000	320,000
Golf	-	700,000	700,000	-
Unallocated				429,279
Total Expenditures	\$ 230,857	\$ 6,416,375	\$ 2,389,903	\$ 4,163,794
	Revenues			
REVENUE BY SOURCE	2023-24 A CTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET

REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Proceeds from Issuance of Debt	<u>\$ -</u>	\$ -	<u>\$ -</u>	<u>\$ -</u>
Fund Balance	6,900,000	6,337,154	6,553,697	4,163,794
Total Available for Appropriation	\$ 6,900,000	\$ 6,337,154	\$ 6,553,697	\$ 4,163,794

### **CITY OF BARTLESVILLE** 2025-26 Operating Budget 2023 G.O. Bond Fund Capital Outlay Detail

#### Capital Outlay Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
130	N/A	Cost of Issuance	\$ 104,230	\$ -	\$ -	\$ -
		Total Accounting & Finance	104,230	-	-	-
170	N/A	City Hall Window Replacement	\$ -	\$ 300,000	\$ -	\$ 300,000
		Total General Services	-	300,000	-	300,000
185	N/A	Firehouse Software Replacement	-	380,000	310,843	-
185	N/A	Operations Server Room Generator	19,707	8,000	-	-
		Total Information Technology	19,707	388,000	310,843	-
250	N/A	Central Fire Station Roof Repair	-	154,500	10,000	169,815
250	N/A	Station 4 & 3 Roof Replacement	-	92,400	67,085	-
		Total Fire	-	246,900	77,085	169,815
328	N/A	Yale Asphalt Rebuild (Adams to FP)	-	796,145	626,162	10,000
328	24010	Highland Concrete Panel & Mill/Overlay	-	575,000	30,500	544,500
328	24010	Wilshire & Waverly Concrete Panel Rehab	-	550,000	-	550,000
328	24011	Dewey Asphalt Mill/Overlay (Adams to 16th)	-	375,000	88,500	286,500
328	24009	Indiana/Morningside/Roselawn/Katherline Ov	43,476	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)	34,685	174,600	55,900	118,700
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	-	200,000	-	200,000
328	25035	Asphalt for Cass and Douglas Park	-	-	25,311	-
328	N/A	Paint Striper	-	220,000	-	220,000
		Total Streets	78,161	4,175,745	826,373	2,944,700
421	N/A	Library Skylight Replacement	107,060	-	-	-
421	N/A	Library Chiller Replacement (2)	25,929	-	96,372	-
		Total Library	132,989	-	96,372	-
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	275,000	-
		Total Parks	-	501,500	275,000	320,000
445	N/A	Greens Rebuild	-	700,000	700,000	-
		Total Golf	<u> </u>	700,000	700,000	
TOTAL			\$ 335,087	\$ 6,312,145	\$ 2,285,673	\$ 3,734,515

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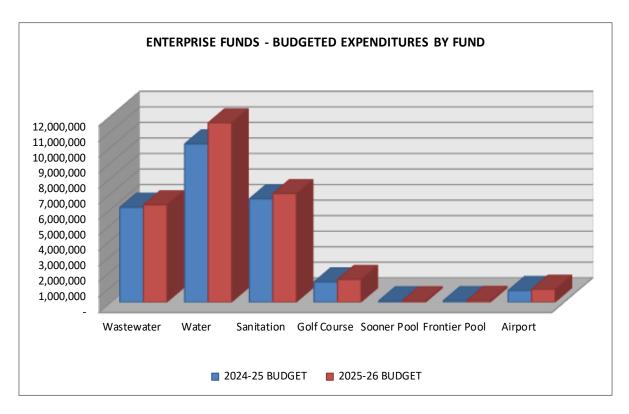
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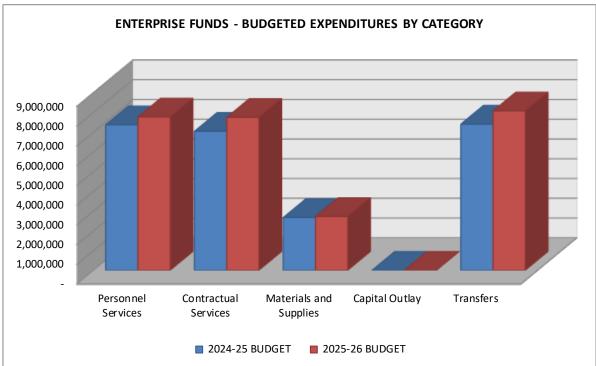
# **ENTERPRISE FUNDS**



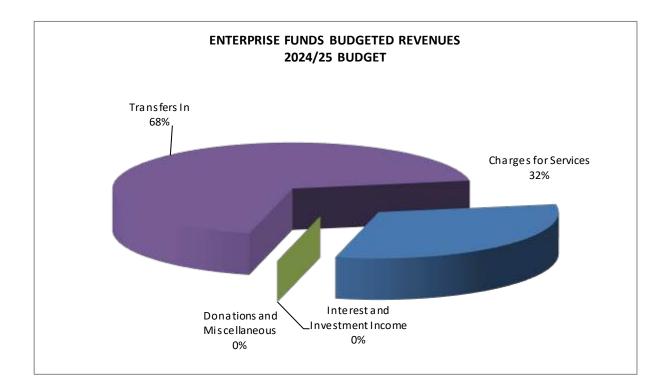
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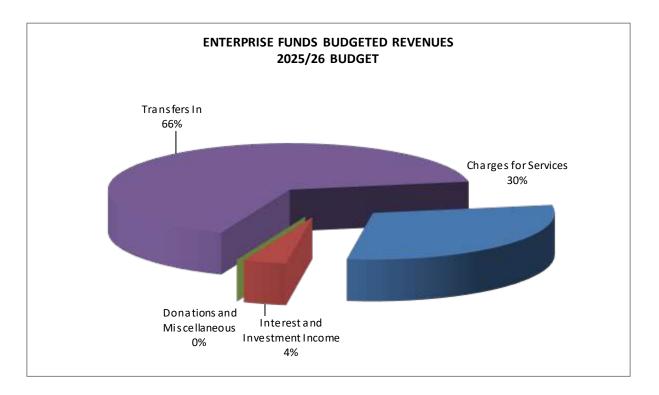
2025-26 Operating Budget Enterprise Funds – Expenditure Graphs





2025-26 Operating Budget Enterprise Funds – Revenue Graphs





### 2025-26 Operating Budget Enterprise Funds – Summary by Fund or Source

EXPL	ENDITURES BY FUND	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET	
Wastewater		\$ 5,418,136	\$ 6,104,488	\$ 5,842,009	\$ 6,261,497	
Water		8,416,264	10,181,746	9,012,274	11,540,556	
Sanitation		6,095,452	6,645,362	6,153,256	6,980,412	
Golf Course		637,512	1,296,596	1,175,265	1,456,327	
ooner Pool		56,499	79,562	60,681	84,898	
rontier Pool		65,897	94,230	68,255	106,024	
virport		634,914	747,614	705,635	826,621	
otal Expend	itures and Reserves	\$21,324,674	\$25,149,598	\$23,017,375	\$27,256,335	
RE	VENUE BY SOURCE	Revenues 2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET	
Charges for Se	rvices	\$ 7,270,208	\$ 7,678,648	\$ 7,729,597	\$ 8,303,072	
nterest and Inv	estment Income	8,486	-	20,478	9,305	
onations and	Miscellaneous	5,442	-	14,684	-	
ransfer In:	From General Fund	676,479	852,706	852,706	687,004	
	From BMA - Wastewater	5,262,141	5,818,507	5,853,005	6,261,497	
	From BMA - Water	8,187,907	9,929,087	9,057,532	11,299,049	
und Balance		1,140,941	2,054,521	1,280,532	1,909,909	

### 2025-26 Operating Budget Enterprise Funds – Expenditure Summary by Line Item

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 4,192,914	\$ 5,051,000	\$ 4,663,299	\$ 5,306,000	\$ 5,306,000	\$ 5,306,000
51120 OVERTIME	68,833	106,000	108,285	107,000	107,000	107,000
51130 FICA	312,839	389,000	351,181	409,000	409,000	409,000
51140 GROUP INSURANCE	1,573,701	1,348,099	1,363,077	1,472,327	1,472,327	1,472,327
51150 DB RETIREMENT	291,218	291,000	290,704	287,000	287,000	287,000
51155 DC RETIREMENT	113,123	159,000	131,570	173,000	173,000	173,000
51170 WORKER'S COMPENSATION	27,835	19,942	19,942	7,382	7,382	7,382
TOTAL PERSONNEL SERVICES	\$ 6,580,463	\$ 7,364,041	\$ 6,928,058	\$ 7,761,709	\$ 7,761,709	\$ 7,761,709
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 76.343	\$ 594,975	\$ 253,532	\$ 308,925	\$ 308,925	\$ 308,925
52310 UTILITIES & COMMUNICATIONS	665,950	926,615	823,852	945,934	945,934	945,934
52410 PROFESSIONAL SERVICES	295,766	430,250	397,029	291,300	291,300	291,300
52510 OTHER SERVICES	1,383,260	1,466,465	1,364,093	2,629,885	2,629,885	2,629,885
52610 MAINT. & REPAIR SERVICE	379,686	505,280	390,871	523,530	523,530	523,530
52710 OPERATIONAL SERVICES	2,904,960	3,100,000	3,021,261	3,025,550	3,025,550	3,025,550
52810 INSURANCE & BONDS	15,850	14,850	16,850	19,820	19,820	17,820
TOTAL CONTRACTUAL SERVICES	\$ 5,721,815	\$ 7,038,435	\$ 6,267,488	\$ 7,744,944	\$ 7,744,944	\$ 7,742,944
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 5,984	\$ 13,450	\$ 12,099	\$ 14,500	\$ 14,500	\$ 14,500
53210 JANITORIAL SUPPLIES	7,970	15,250	12,269	15,750	15,750	15,750
53310 GENERAL SUPPLIES	967,449	1,339,275	1,193,146	1,371,510	1,371,510	1,371,510
53410 TOOLS & EQUIPMENT	39,653	83,300	53,143	86,000	86,000	86,000
53510 FUEL	243,527	297,500	227,116	301,750	301,750	301,750
53610 MAINT. & REPAIR MATERIALS	849,145	922,250	820,818	933,000	933,000	933,000
TOTAL MATERIALS & SUPPLIES	\$ 2,113,728	\$ 2,671,025	\$ 2,318,591	\$ 2,722,510	\$ 2,722,510	\$ 2,722,510

### 2025-26 Operating Budget Enterprise Funds – Expenditure Summary by Line Item (continued)

CAPITAL OUTLAY	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
55930 OTHER IMPROVEMENTS	\$ 750	\$-	\$ -	\$-	<u>\$ -</u>	\$-
TOTAL CAPITAL OUTLAY	\$ 26,683	\$ -	\$-	<u> </u>	<u>\$ -</u>	\$-
TRANSFERS OUT						
59101 GENERAL FUND	\$ 5,561,228	\$ 6,049,579	\$ 6,049,579	\$ 6,678,171	\$ 6,678,171	\$ 6,678,171
59663 AUTO COLLISION INSURANCE	50,000	50,000	50,000	50,000	50,000	50,000
59670 STABILIZATION RESERVE FUND	390,757	419,619	419,619	457,912	457,952	457,912
59675 CAPITAL RESERVE FUND	880,000	880,000	880,000	880,000	880,000	880,000
TOTAL TRANSFERS	\$ 6,881,985	\$ 7,399,198	\$ 7,399,198	\$ 8,066,083	\$ 8,066,123	\$ 8,066,083
TOTAL BUDGET	\$21,324,674	\$24,472,699	\$22,913,335	\$26,295,246	\$26,295,286	\$26,293,246

# 2025-26 Operating Budget Enterprise Funds – Personnel Summary

	_	_	_	_
PERSONNEL COUNTS BY DEPARTMENT	2023-24 ACTUAL FTEs	2024-25 BUDGETED FTEs	2024-25 ACTUAL FTEs	2025-26 BUDGETED FTEs
Wastewater Fund:				
Wastewater Maintenance	8	11.5	10	11.5
Water Fund:				
Water Plant	13	15	12	15
Water Administration	2	2	2	2
Water Distribution	16	22	16	22
Total Water	31	39	30	39
Sanitation Fund:				
Sanitation	28	31.5	30	31.5
Golf Course Fund:				
Municipal Golf Course	3	5	5	12
Municipal Airport Fund:				
Airport	5	5_	5	5
Total Personnel	75	92	80	99

#### Personnel

### 2025-26 Operating Budget Wastewater Operating Fund – Expenditure and Revenue Summary

EXPENDITURES I	EXPENDITURES BY DEPARTMENT OR PURPOSE		2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
-	Chickasaw Wastewater Treatment Plant Wastewater Maintenance		\$ 3,177,550 993,617	\$ 3,100,175 905,651	\$ 3,097,300 1,052,317
Transfers Out:	To General To Auto Collision Insurance Fund To Stabilization Reserve Fund	1,515,144 25,000 106,831	1,693,882 25,000 117,301	1,693,882 25,000 117,301	1,869,888 25,000 120,390
Reserves:	Contingency Compensated Absences Reserve	-	83,423 13,715	-	82,992 13,610
Total Expendit	Total Expenditures and Reserves		\$ 6,104,488	\$ 5,842,009	\$ 6,261,497
		Revenues			
REV	ENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Donations and N	Miscellaneous	\$ 1,068	\$-	\$ 3,784	\$-
Transfer In:	From BMA - Wastewater	5,262,141	5,818,507	5,853,005	6,261,497
Fund Balance		159,071	285,981	(14,780)	
Total Available	Total Available for Appropriation		\$ 6,104,488	\$ 5,842,009	\$ 6,261,497

### 2025-26 Operating Budget Wastewater Operating Fund – Wastewater Treatment Plant – Summary

Department Mission:	To protect the health and quality of living of the citizens of Bartlesville through sanitary collection and treatment of wastewater.				
Department Description:	The Chickasaw Wastewater Treatment Plant and 20 Sewage Lift Stations in the collection system are operated by a private contract with Veolia Water, Inc. The plant treats residential and industrial wastewater from the community. As required by the Oklahoma Pollution Discharge Elimination System (OPDES) Permit, waste sludge from the treatment process is disposed of through injection on agricultural land for beneficial use. Plant personnel also administer the Industrial Pre-treatment Program for the City.				
2025 Accomplishments:	<ul> <li>The Chickasaw Wastewater Treatment Plant treated over 1.515 billion gallons of wastewater averaging 4.151 million gallons per day</li> <li>Land applied 3.19 million gallons of 3.01% biosolids, which equals 486 tons</li> <li>Received a 5 out of 5 rating on the state compliance inspection</li> <li>Nominated for the Oklahoma category 2 wastewater operation on the year</li> <li>Received the Burke award for safety at the WEF conference</li> <li>Replaced the screw auger for the grit chamber</li> <li>Installed new guide rails at the Golf Course and Polaris L/S's</li> <li>Replaced the crusher valve on the DAF</li> <li>Level radars installed on the sludge pit, and both digesters</li> <li>Installed fixed D.O. meters on the air basins</li> <li>Rebuilt the sludge feed pump to the Gravity Belt</li> </ul>				

## 2025-26 Operating Budget Wastewater Operating Fund – Wastewater Treatment Plant – Summary (continued)

2026 Objectives	7 s • C • F • f	Freatment Plant and tate and federal reg Complete the 5-y violations Replace 4 plug va ligester basement Replace the other 2 nstall new stainles our lift stations nstall new stainles ourps in the collect easier	on of the Chio d land application o gulations year Pretreatment alves and 2 check check valves at the s steel float and ch ss steel chain and s oplication permits	f biosolids to mee inspection with valves down in e Hillcrest L/S ain brackets for 1 shackles on all of te grabbing the pu	t all no the l 1 of f our umps
Budget Highlights	5	Vater, Inc. and repl	this department ar acement structures FUND 5 AW WASTEWATER TE	and equipment.	th
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET	
\$2,952,509	\$3,177,550	\$3,100,175	\$3,097,300	\$3,097,300	

## 2025-26 Operating Budget Wastewater Operating Fund – Wastewater Treatment Plant – Line Item Detail

CONTRACTUAL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
52310 UTILITIES & COMMUNICATIONS 52410 PROFESSIONAL SERVICES 52510 OTHER SERVICES 52610 MAINT, & REPAIR SERVICE	\$ 7,716 1,661 23,857 14,131	\$ 7,500 1,800 43,250 25,000	\$ 8,511 36,750 33,516	\$ 8,500 5,000 28,250 30,000	\$ 8,500 5,000 28,250 30,000	\$ 8,500 5,000 28,250 30,000
52710 OPERATIONAL SERVICES TOTAL CONTRACTUAL SERVICES	2,904,960 \$ 2,952,325	3,100,000 \$ 3,177,550	3,021,261 \$ 3,100,038	3,025,550 \$ 3,097,300	3,025,550 \$ 3,097,300	3,025,550 \$ 3,097,300
MATERIALS & SUPPLIES						
53610 MAINT. & REPAIR MATERIALS	\$ 184	\$ -	\$ 137	\$ -	\$ -	\$-
TOTAL MATERIALS & SUPPLIES	\$ 184	\$	\$ 137	\$ -	\$ -	\$ -
TOTAL BUDGET	\$ 2,952,509	\$ 3,177,550	\$ 3,100,175	\$ 3,097,300	\$ 3,097,300	\$ 3,097,300

## 2025-26 Operating Budget Wastewater Operating Fund – Wastewater Maintenance – Summary

Department Mission:	To maintain the sanitary sewer system in a condition that prevents potentially harmful failures, and to perform emergency repairs in the event of such failures.			
Department Description:	The Wastewater Maintenance Department is responsible for maintenance of the sanitary sewer system, including force mains and collector lines. A majority of its work is preventative maintenance to remove tree roots, accumulations of grease and other materials in the system that cause sewer line blockages and sewer backups. Crews can also perform repairs to the lines when necessary.			
2025 Accomplishments:	<ul> <li>Responded to 226 call outs, requested by residents when their private service line was backed up. Cleaned 56,176 feet of City sewer line upon request of residents</li> <li>Responded to 55 sewer main line backups. The wastewater system experienced 34 bypasses this past year. (53% were caused by rain events and 47% were due to disposable wipes/roots)</li> <li>Jet cleaned and jet sawed 191,392 feet of sanitary sewer line</li> <li>Completed Televised Inspection of 110,861 feet of sanitary sewer lines</li> <li>Capped 9 sewer services for demolished structures and raised 27 manholes</li> <li>Completed 76 main line point repairs and 4 full line rehabilitations</li> </ul>			
2026 Objectives:	<ul> <li>Continue root control program, video inspection and smoke testing to identify both private side and main line defects for corrections</li> <li>Continue make emergency and or critical repairs to main sewer lines as needed</li> <li>Continue identifying leaking manholes and seal to reduce inflow and infiltration into sanitary sewer system</li> </ul>			

#### 2025-26 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

2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET
\$818,652	\$993,617	\$905,651	\$1,054,317	\$1,052,317

## 2025-26 Operating Budget Wastewater Operating Fund – Wastewater Maintenance – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 428,278	\$ 529,000	\$ 461,907	\$ 565,000	\$ 565,000	\$ 565,000
51120 OVERTIME	10,706	15,000	17,140	16,000	16,000	16,000
51130 FICA	32,196	41,000	35,657	44,000	44,000	44,000
51140 GROUP INSURANCE	146,711	170,364	172,257	186,063	186,063	186,063
51155 DC RETIREMENT	19,027	25,000	20,147	28,000	28,000	28,000
51170 WORKER'S COMPENSATION	3,725	3	3_	1,404	1,404	1,404
TOTAL PERSONNEL SERVICES	\$ 640,643	\$ 780,367	\$ 707,111	\$ 840,467	\$ 840,467	\$ 840,467
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 14,927	\$ 9,500	\$ 9,722	\$ 9,000	\$ 9,000	\$ 9,000
52310 UTILITIES & COMMUNICATIONS	4,595	7,000	2,830	6,000	6,000	6,000
52410 PROFESSIONAL SERVICES	1,500	27,750	4,321	27,850	27,850	27,850
52510 OTHER SERVICES	3,193	9,500	819	9,500	9,500	9,500
52610 MAINT. & REPAIR SERVICE	13,914	35,000	19,216	35,000	35,000	35,000
52810 INSURANCE & BONDS	1,000		2,000	2,000	2,000	
TOTAL CONTRACTUAL SERVICES	\$ 39,129	\$ 88,750	\$ 38,908	\$ 89,350	\$ 89,350	\$ 87,350
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 260	\$-	\$ 813	\$-	\$-	\$-
53210 JANITORIAL SUPPLIES	25	-	-	-	-	-
53310 GENERAL SUPPLIES	7,313	14,000	9,876	14,000	14,000	14,000
53410 TOOLS & EQUIPMENT	6,805	13,000	9,438	13,000	13,000	13,000
53510 FUEL	26,716	32,500	26,580	32,500	32,500	32,500
53610 MAINT. & REPAIR MATERIALS	97,011	65,000	112,925	65,000	65,000	65,000
TOTAL MATERIALS & SUPPLIES	\$ 138,130	\$ 124,500	\$ 159,632	\$ 124,500	\$ 124,500	\$ 124,500
CAPITAL OUTLAY						
55930 OTHER IMPROVEMENTS	\$ 750	\$	_\$	_\$	_\$	\$ -
TOTAL CAPITAL OUTLAY	\$ 750	\$-	\$ -	\$-	\$ -	\$ -
TOTAL BUDGET	\$ 818,652	\$ 993,617	\$ 905,651	\$ 1,054,317	\$ 1,054,317	\$ 1,052,317

2025-26 Operating Budget

Wastewater Operating Fund – Wastewater Maintenance – Personnel and Capital Detail

# FUND 509 WASTEWATER DEPT 715 WASTEWATER MAINTENANCE

PERSONNEL SCHEDULE						
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES		
WW Maint Supervisor	1	1	1	1		
Wastewater Equip Operator	3	3	3	4		
Maintenance Worker	4	7	6	6		
GIS Technician	0	0.5	0	0.5		
TOTAL	8	11.5	10	11.5		

## 2025-26 Operating Budget Wastewater Operating Fund – Transfers – Summary

Department Mission:		The Transfers department is not an operating department, and therefore has no mission.				
Department Descripti	other fun	The Transfers department is used to account for transfers out to other funds. These activities are generally non-departmental, and therefore utilize this department.				
2025 Accomplishmer	nts: N/A	N/A				
2026 Objectives:	N/A					
Budget Highlights:	General I utilities a accountin is the W provide o	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.				
				09 WASTEWATER T 900 TRANSFERS		
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET		
\$1,646,975	\$1,836,183	\$1,836,183	\$2,015,318	\$2,015,278		

2025-26 Operating Budget Wastewater Operating Fund – Transfers – Line Item Detail

TRANSFERS OUT	2023-24	2024-25	2024-25	2025-26	CITY M GR	2025-26
	ACTUAL	BUDGET	ESTIMATE	REQUEST	REC	APPROVED
59101 GENERAL FUND	\$ 1,515,144	\$ 1,693,882	\$ 1,693,882	\$ 1,869,888	\$ 1,869,888	\$ 1,869,888
59663 AUTO COLLISION INSURANCE	25,000	25,000	25,000	25,000	25,000	25,000
59670 STABILIZATION RESERVE FUND	106,831	117,301	117,301	120,390	120,430	120,390
TOTAL TRANSFERS	\$ 1,646,975	\$ 1,836,183	\$ 1,836,183	\$ 2,015,278	\$ 2,015,318	\$ 2,015,278
TOTAL BUDGET	\$ 1,646,975	\$ 1,836,183	\$ 1,836,183	\$ 2,015,278	\$ 2,015,318	\$ 2,015,278

## 2025-26 Operating Budget Water Operating Fund – Expenditure and Revenue Summary

EXPENDITURES E	BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Water Plant Water Administr Water Distributio		\$ 3,540,243 398,082 1,892,659	\$ 4,094,740 465,954 2,373,912	\$ 3,657,349 469,501 2,006,681	\$ 5,166,544 464,959 2,470,881
Transfers Out:	To General To Auto Collision Insurance Fund To Stabilization Reserve Fund	2,380,940 25,000 179,340	2,661,815 25,000 191,928	2,661,815 25,000 191,928	2,938,395 25,000 220,816
Reserves:	Contingency Compensated Absences Reserve	- -	138,692 229,705	-	162,048 91,913
Total Expendit	Total Expenditures and Reserves		\$10,181,746	\$ 9,012,274	\$11,540,556
		Revenues			
REV	ENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Donations and N	liscellaneous	\$ 2,293	\$-	\$ 8,856	\$ -

#### Expenditures and Reserves

REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Donations and Miscellaneous	\$ 2,293	\$-	\$ 8,856	\$-
Transfer In: From BMA - Water	8,187,907	9,929,087	9,057,532	11,299,049
Fund Balance	357,359	252,659	187,393	241,507
Total Available for Appropriation	\$ 8,547,559	\$10,181,746	\$ 9,253,781	\$11,540,556

## 2025-26 Operating Budget Water Operating Fund – Water Plant – Summary

Department Mission:	To provide safe drinking water to the citizens of Bartlesville that complies with all applicable standards. To provide maintenance and repair to the water plant, pump stations, and water storage tanks to maintain appropriate water pressures throughout the system.
Department Description:	The Water Treatment Plant is responsible for the supply and treatment of water delivered to the customers of the City of Bartlesville. This includes maintaining water quality to comply with Federal and State standards, performing various analyses on the raw water to determine the best treatment methods, monitoring the treatment process, and delivery of treated water into the distribution system. Operation of the pump stations and water storage tanks to maintain adequate pressure in the distribution system is also a responsibility of the Water Treatment Plant.
2025 Accomplishments:	<ul> <li>Treated over 2.04 billion gallons, averaging 5.59 million gallons per day</li> <li>Performed over 60,000 tests of the water to ensure compliance with internal requirements as well as all state and federal regulations</li> <li>Rebuilt 4 sludge drying beds</li> <li>Repaired 3 Solar Bees at Hudson Lake</li> </ul>
2026 Objectives:	<ul> <li>Continue to produce safe and reliable drinking water for the City and wholesale customers</li> <li>Replace two chemical feed skids</li> <li>Replace or repair booster pump at Circle Mountain</li> <li>Replace booster pump at Radar 2 pump station</li> <li>Replace or repair 2 process mixers</li> </ul>

#### 2025-26 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

2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET
\$3,540,243	\$4,094,740	\$3,657,349	\$5,166,544	\$5,166,544

## 2025-26 Operating Budget Water Operating Fund – Water Plant – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 775,789	\$ 855,000	\$ 846,148	\$ 886,000	\$ 886,000	\$ 886,000
51120 OVERTIME	24,221	36,000	26,641	36,000	36,000	36,000
51130 FICA	58,367	66,000	63,886	68,000	68,000	68,000
51140 GROUP INSURANCE	310,061	222,214	224,683	242,691	242,691	242,691
51150 DB RETIREMENT	50,351	48,000	39,650	22,000	22,000	22,000
51155 DC RETIREMENT	22,025	28,000	26,839	36,000	36,000	36,000
51170 WORKER'S COMPENSATION	3	6,176	6,176	1,228	1,228	1,228
TOTAL PERSONNEL SERVICES	\$ 1,240,817	\$ 1,261,390	\$ 1,234,023	\$ 1,291,919	\$ 1,291,919	\$ 1,291,919
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 13,989	\$ 6,900	\$ 8,458	\$ 8,000	\$ 8,000	\$ 8,000
52310 UTILITIES & COMMUNICATIONS	539,741	750,000	673,775	750,000	750,000	750,000
52410 PROFESSIONAL SERVICES	28,484	33,750	23,172	32,500	32,500	32,500
52510 OTHER SERVICES	317,741	346,575	306,180	1,365,750	1,365,750	1,365,750
52610 MAINT. & REPAIR SERVICE	294,398	357,250	320,213	370,000	370,000	370,000
TOTAL CONTRACTUAL SERVICES	\$ 1,194,353	\$ 1,494,475	\$ 1,331,798	\$ 2,526,250	\$ 2,526,250	\$ 2,526,250
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 2,224	\$ 3,000	\$ 1,000	\$ 3,000	\$ 3,000	\$ 3,000
53210 JANITORIAL SUPPLIES	359	5,000	514	5,000	5,000	5,000
53310 GENERAL SUPPLIES	841,164	1,176,875	982,950	1,184,375	1,184,375	1,184,375
53410 TOOLS & EQUIPMENT	14,657	13,500	10,671	13,500	13,500	13,500
53510 FUEL	12,431	12,000	13,286	14,000	14,000	14,000
53610 MAINT. & REPAIR MATERIALS	208,305	128,500	83,107	128,500	128,500	128,500
TOTAL MATERIALS & SUPPLIES	\$ 1,079,140	\$ 1,338,875	\$ 1,091,528	\$ 1,348,375	\$ 1,348,375	\$ 1,348,375
CAPITAL OUTLAY						
55940 MACHINERY & EQUIPMENT	\$ 25,933	\$	\$ -	\$	\$ -	\$ -
TOTAL CAPITAL OUTLAY	\$ 25,933	\$-	\$-	\$-	\$-	\$-
TOTAL BUDGET	\$ 3,540,243	\$ 4,094,740	\$ 3,657,349	\$ 5,166,544	\$ 5,166,544	\$ 5,166,544

2025-26 Operating Budget Water Operating Fund – Water Plant – Personnel and Capital Detail

#### FUND 510 WATER DEPT 720 WATER PLANT

PERSONNEL SCHEDULE								
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES				
Water Plant Superintendent	1	1	1	1				
Assistant Water Plant Supt	1	1	1	1				
Senior Electronic Technician	0	0	0	1				
Electronics Technician	1	1	1	1				
Plant Mechanic	3	3	3	3				
Lead Water Plant Operator	1	1	1	1				
Water Plant Operator	6	7	5	7				
Maintenance Worker	0	1	0	0				
TOTAL	13	15	12	15				

## 2025-26 Operating Budget Water Operating Fund – Water Administration – Summary

Department Mission:	<b>▲</b>	To provide long-term focused planning and management for the City of Bartlesville's water utility services.						
Department Descripti	managem Distributi provide o	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.						
2025 Accomplishme	expa • Com for v	<ul> <li>Started engineering design of the WW treatment plant expansion</li> <li>Completed and began implementation of a paperless system for work order and reporting for water utilities</li> <li>Upgraded the material storage areas at water utilities</li> </ul>						
2026Objectives:	<ul><li>Com</li><li>Com</li><li>Tuxe</li></ul>	<ul> <li>Implement paperless system for work orders for water utilities</li> <li>Complete construction of equipment sheds at operations</li> <li>Complete construction of the FEB liner replacement at the Tuxedo Lift Station</li> <li>Complete the design of the WWTP expansion project</li> </ul>						
Budget Highlights:	The majo utility cos	▲ ▲		personnel costs and FUND 510 WATER ADMINISTRATION				
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET				
\$398,082	\$465,954	\$469,501	\$464,959	\$464,959				

## 2025-26 Operating Budget Water Operating Fund – Water Administration – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST	CITY MGR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 226,486	\$ 236,000	\$ 242,533	\$ 243,000	\$ 243,000	\$ 243,000
51130 FICA	16,349	18,000	17,589	19,000	19,000	19,000
51140 GROUP INSURANCE	26,675	29,629	29,958	32,359	32,359	32,359
51150 DB RETIREMENT	40,421	40,000	41,340	42,000	42,000	42,000
TOTAL PERSONNEL SERVICES	\$ 309,931	\$ 323,629	\$ 331,420	\$ 336,359	\$ 336,359	\$ 336,359
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 2,366	\$ 2,500	\$ 1,946	\$ 2,600	\$ 2,600	\$ 2,600
52310 UTILITIES & COMMUNICATIONS	11,453	12,325	9,652	12,000	12,000	12,000
52410 PROFESSIONAL SERVICES	60,105	105,500	106,000	88,500	88,500	88,500
52510 OTHER SERVICES	6,745	10,000	12,698	13,250	13,250	13,250
52610 MAINT. & REPAIR SERVICE	-	1,500	-	1,500	1,500	1,500
TOTAL CONTRACTUAL SERVICES	\$ 80,669	\$ 131,825	\$ 130,296	\$ 117,850	\$ 117,850	\$ 117,850
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 2,068	\$ 3,000	\$ 2,597	\$ 3,000	\$ 3,000	\$ 3,000
53210 JANITORIAL SUPPLIES	1,902	2,500	2,077	2,500	2,500	2,500
53310 GENERAL SUPPLIES	3,464	3,000	2,915	3,250	3,250	3,250
53510 FUEL	-	1,000	-	1,000	1,000	1,000
53610 MAINT. & REPAIR MATERIALS	48	1,000	196	1,000	1,000	1,000
TOTAL MATERIALS & SUPPLIES	\$ 7,482	\$ 10,500	\$ 7,785	\$ 10,750	\$ 10,750	\$ 10,750
TOTAL BUDGET	\$ 398,082	\$ 465,954	\$ 469,501	\$ 464,959	\$ 464,959	\$ 464,959

## 2025-26 Operating Budget Water Operating Fund – Water Administration – Personnel and Capital Detail

#### FUND 510 WATER DEPT 725 WATER ADMINISTRATION

PERSONNEL SCHEDULE								
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES				
Water Utilities Director	1	1	1	1				
Senior Administrative Assistant	1	1	1	1				
TOTAL	2	2	2	2				

## 2025-26 Operating Budget Water Operating Fund – Water Distribution – Summary

Department Mission:	To maintain and monitor the City's water distribution system and to provide field services necessary for the operation and billing of the water utility system as a whole.					
Department Description:	The Water Distribution department is responsible for the maintenance and repair of the water distribution system of the City. It installs new service lines, constructs replacement lines and tests and repairs meters. It also conducts leak inspections, meter checks, connects and disconnects the City's water customers, and reads water meters.					
2025 Accomplishments:	<ul> <li>Repaired 129 water main breaks ranging in size from 2" to 20" and replaced 16 main line valves</li> <li>Repaired 65 service line leaks, 24 fire hydrants, 181 meter valves and 77 meter boxes</li> <li>Installed 33 new water services</li> <li>Completed 12,586 locate work orders</li> <li>Achieved 95% reporting on water meters</li> <li>Completed the flushing, of approximately 1600 fire hydrants and quarterly flushing of dead-end lines</li> </ul>					
2026 Objectives:	<ul> <li>Continue to monitor and replace water mains nearing the end of life</li> <li>Complete the annual flushing and testing of fire hydrants</li> </ul>					

#### 2025-26 Operating Budget Water Operating Fund – Water Distribution – Summary (continued)

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

#### FUND 510 WATER DEPT 730 WATER DISTRIBUTION

2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET
\$1,892,659	\$2,373,912	\$2,006,681	\$2,470,881	\$2,470,881

## 2025-26 Operating Budget Water Operating Fund – Water Distribution – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 821,359	\$ 1,158,000	\$ 938,529	\$ 1,203,000	\$ 1,203,000	\$ 1,203,000
51120 OVERTIME	27,002	41,000	46,073	41,000	41,000	41,000
51130 FICA	62,724	89,000	72,502	93,000	93,000	93,000
51140 GROUP INSURANCE	396,153	325,914	329,535	355,947	355,947	355,947
51150 DB RETIREMENT	70,864	73,000	80,542	87,000	87,000	87,000
51155 DC RETIREMENT	19,116	36,000	22,546	35,000	35,000	35,000
51170 WORKER'S COMPENSATION	19,963	2,373	2,373	934	934	934
TOTAL PERSONNEL SERVICES	\$ 1,417,181	\$ 1,725,287	\$ 1,492,100	\$ 1,815,881	\$ 1,815,881	\$ 1,815,881
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 14,768	\$ 12,125	\$ 16,758	\$ 15,000	\$ 15,000	\$ 15,000
52310 UTILITIES & COMMUNICATIONS	10,923	13,500	11,787	13,500	13,500	13,500
52410 PROFESSIONAL SERVICES	33,713	40,000	35,392	40,000	40,000	40,000
52510 OTHER SERVICES	30,195	11,000	16,281	16,000	16,000	16,000
52610 MAINT. & REPAIR SERVICE	7,077	16,000	12,237	16,000	16,000	16,000
TOTAL CONTRACTUAL SERVICES	\$ 96,676	\$ 92,625	\$ 92,455	\$ 100,500	\$ 100,500	\$ 100,500
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 411	\$ 3,000	\$ 2,464	\$ 3,000	\$ 3,000	\$ 3,000
53210 JANITORIAL SUPPLIES	267	-	-	-	-	-
53310 GENERAL SUPPLIES	7,942	9,000	11,553	12,500	12,500	12,500
53410 TOOLS & EQUIPMENT	13,411	14,000	9,782	14,000	14,000	14,000
53510 FUEL	42,036	55,000	42,884	55,000	55,000	55,000
53610 MAINT. & REPAIR MATERIALS	314,735	475,000	355,443	470,000	470,000	470,000
TOTAL MATERIALS & SUPPLIES	\$ 378,802	\$ 556,000	\$ 422,126	\$ 554,500	\$ 554,500	\$ 554,500
TOTAL BUDGET	\$ 1,892,659	\$ 2,373,912	\$ 2,006,681	\$ 2,470,881	\$ 2,470,881	\$ 2,470,881

## 2025-26 Operating Budget Water Operating Fund – Water Distribution – Personnel and Capital Detail

#### FUND 510 WATER DEPT 730 WATER DISTRIBUTION

PERSONNEL SCHEDULE								
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES				
Water/Wastewater Manager	1	1	1	1				
Construction Crewleader	1	2	1	1				
Construction Equipment Operator	1	3	3	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	5	9				
Utility Inspector	1	1	1	1				
TOTAL	16	22	16	22				

## 2025-26 Operating Budget Water Operating Fund – Transfers – Summary

Department Mission:		The Transfers department is not an operating department, and therefore has no mission.						
Department Description	other fun	The Transfers department is used to account for transfers out to other funds. These activities are generally non-departmental, and therefore utilize this department.						
2025 Accomplishments	:: N/A							
2026 Objectives:	N/A							
Budget Highlights:	Fund is f at the C accountin is the Wa continual	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						
2023-24 ACTUAL 202	24-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET				
\$2,585,280	\$2,878,743	\$2,878,743	\$3,184,211	\$3,184,211				

2025-26 Operating Budget Water Operating Fund – Transfers – Line Item Detail

TRANSFERS OUT	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
59101 GENERAL FUND 59663 AUTO COLLISION INSURANCE	<u>\$ 2,380,940</u> 25,000	<u>\$ 2,661,815</u> 25,000	<u>\$ 2,661,815</u> 25,000	<u>\$ 2,938,395</u> 25,000	<u>\$ 2,938,395</u> 25,000	<u>\$ 2,938,395</u> 25,000
59670 STABILIZATION RESERVE FUND	179,340	191,928	191,928	220,816	220,816	220,816
TOTAL TRANSFERS	\$ 2,585,280	\$ 2,878,743	\$ 2,878,743	\$ 3,184,211	\$ 3,184,211	\$ 3,184,211
TOTAL BUDGET	\$ 2,585,280	\$ 2,878,743	\$ 2,878,743	\$ 3,184,211	\$ 3,184,211	\$ 3,184,211

## 2025-26 Operating Budget Sanitation Operating Fund – Expenditure and Revenue Summary

#### Expenditures and Reserves

EXPENDITURES E	BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Sanitation		\$ 3,445,722	\$ 3,825,601	\$ 3,468,984	\$ 3,965,404
Transfers Out:	To General	1,665,144	1,693,882	1,693,882	1,869,888
	To Stabilization Reserve Fund	104,586	110,390	110,390	116,706
	To Capital Reserve Fund	880,000	880,000	880,000	880,000
Reserves:	Contingency	-	71,283	-	79,308
	Compensated Absences Reserve		64,206		69,106
Total Expendit	ures and Reserves	\$ 6,095,452	\$ 6,645,362	\$ 6,153,256	\$ 6,980,412

#### Revenues

REVENUE BY SOURCE	2023-24	2024-25	2024-25	2025-26
	ACTUAL	BUDGET	ESTIMATE	BUDGET
Charges for Services	\$ 6,325,418	\$ 6,683,248	\$ 6,806,467	\$ 6,713,226
Interest and Investment Income	1,748	-	2,000	2,000
Donations and Miscellaneous	<u>393</u>	-	756	
Fund Balance	261,319	905,353	482,222	1,138,189
Total Available for Appropriation	\$ 6,588,878	\$ 7,588,601	\$ 7,291,445	\$ 7,853,415

## 2025-26 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.				
2025 Accomplishments:	<ul><li>Part</li><li>Prov</li></ul>	vided routine reside icipated in annual vided spring and fa tinued annual resid	hazardous waste di 11 yard waste colle	ctions	
2026 Objectives:	clea • Perf • Imp	ner community form street sweepin	ng on a more consis	ams that promote a stent schedule y owned commercial	
Budget Highlights:	•	or expenditures in fees, and replacem	-	re personnel costs, nd vehicles.	
				D 511 SANITATION T 750 SANITATION	
2023-24 ACTUAL 2024	-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET	
\$3,445,722 \$3	3,825,601	\$3,468,984	\$3,965,404	\$3,965,404	

## 2025-26 Operating Budget Sanitation Operating Fund – Sanitation – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 1,299,271	\$ 1,609,000	\$ 1,455,699	\$ 1,697,000	\$ 1,697,000	\$ 1,697,000
51120 OVERTIME	6,887	13,000	10,698	13,000	13,000	13,000
51130 FICA	96,641	124,000	108,505	130,000	130,000	130,000
51140 GROUP INSURANCE	613,458	466,650	471,835	509,652	509,652	509,652
51150 DB RETIREMENT	89,560	91,000	87,934	96,000	96,000	96,000
51155 DC RETIREMENT	30,687	44,000	37,320	47,000	47,000	47,000
51170 WORKER'S COMPENSATION	3,305	9,015	9,015	3,816	3,816	3,816
TOTAL PERSONNEL SERVICES	\$ 2,139,809	\$ 2,356,665	\$ 2,181,006	\$ 2,496,468	\$ 2,496,468	\$ 2,496,468
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 4,156	\$ 7,900	\$ 4,200	\$ 7,900	\$ 7,900	\$ 7,900
52310 UTILITIES & COMMUNICATIONS	9,558	11,500	10,473	11,500	11,500	11,500
52510 OTHER SERVICES	962,699	1,012,000	932,674	1,012,000	1,012,000	1,012,000
52610 MAINT. & REPAIR SERVICE	11,797	30,000	15,000	30,000	30,000	30,000
TOTAL CONTRACTUAL SERVICES	\$ 988,210	\$ 1,061,400	\$ 962,347	\$ 1,061,400	\$ 1,061,400	\$ 1,061,400
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 390	\$ 2,500	\$ 276	\$ 2,500	\$ 2,500	\$ 2,500
53210 JANITORIAL SUPPLIES	1,613	2,750	3,654	2,750	2,750	2,750
53310 GENERAL SUPPLIES	11,209	9,286	10,000	9,286	9,286	9,286
53410 TOOLS & EQUIPMENT	118	39,000	19,000	39,000	39,000	39,000
53510 FUEL	146,525	174,000	125,518	174,000	174,000	174,000
53610 MAINT. & REPAIR MATERIALS	157,848	180,000	167,183	180,000	180,000	180,000
TOTAL MATERIALS & SUPPLIES	\$ 317,703	\$ 407,536	\$ 325,631	\$ 407,536	\$ 407,536	\$ 407,536
TOTAL BUDGET	\$ 3,445,722	\$ 3,825,601	\$ 3,468,984	\$ 3,965,404	\$ 3,965,404	\$ 3,965,404

## 2025-26 Operating Budget Sanitation Operating Fund – Sanitation – Personnel and Capital Detail

#### FUND 511 SANITATION DEPT 750 SANITATION

	PERSC	ONNEL SCHEDULE		
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES
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	8	9	11	11
Senior Administrative Assistant	1	1	1	1
Sanitation Maintenance Tech	1	1	1	1
Sanitation Collector	14_	16_	13	14
TOTAL	28	31.5	30	31.5

## 2025-26 Operating Budget Sanitation Operating Fund – Transfers – Summary

Department Mission:		The Transfers department is not an operating department, and therefore has no mission.				
Department Description	other fun	The Transfers department is used to account for transfers out to other funds. These activities are generally non-departmental, and therefore utilize this department.				
2025 Accomplishmen	ts: N/A	N/A				
2026 Objectives:	N/A	N/A				
Budget Highlights:	General I utilities a accountir is the Sa provide o	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.				
				D 511 SANITATION T 900 TRANSFERS		
2023-24 ACTUAL 2	024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET		
\$2,649,730	\$2,684,272	\$2,684,272	\$2,866,594	\$2,866,594		

2025-26 Operating Budget Sanitation Operating Fund – Transfers – Line Item Detail

TRANSFERS OUT	2023-24	2024-25	2024-25	2025-26	CITY M GR	2025-26
	ACTUAL	BUDGET	ESTIMATE	REQUEST	REC	APPROVED
59101 GENERAL FUND	\$ 1,665,144	\$ 1,693,882	\$ 1,693,882	\$ 1,869,888	\$ 1,869,888	\$ 1,869,888
59670 STABILIZATION RESERVE FUND	104,586	110,390	110,390	116,706	116,706	116,706
59675 CAPITAL RESERVE FUND	880,000	880,000	880,000	880,000	880,000	880,000
TOTAL TRANSFERS	\$ 2,649,730	\$ 2,684,272	\$ 2,684,272	\$ 2,866,594	\$ 2,866,594	\$ 2,866,594
TOTAL BUDGET	\$ 2,649,730	\$ 2,684,272	\$ 2,684,272	\$ 2,866,594	\$ 2,866,594	\$ 2,866,594

## 2025-26 Operating Budget Adams Municipal Golf Course Fund – Expenditure and Revenue Summary

EXPENDITURES	BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Golf Course Pro Shop		\$ 497,403 140,109	\$ 609,957 655,700	\$ 635,658 539,607	\$    655,918 768,605
Reserves:	Contingency Compensated Absences Reserve		12,199 18,740	-	13,118 18,686
Total Expend	itures and Reserves	\$ 637,512	\$ 1,296,596	\$ 1,175,265	\$ 1,456,327

#### Expenditures and Reserves

Revenues	
Nevenues	

REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Charges for Services Interest and Investment Income Donations and Miscellaneous	\$ 439,355 1,290 1,688	\$ 469,200 - -	\$ 302,059 9,346 1,288	\$ 931,359 - -
Transfer In: From General	282,054	686,514	686,514	514,544
Fund Balance	49,733	140,882	186,482	10,424
Total Available for Appropriation	\$ 774,120	\$ 1,296,596	\$ 1,185,689	\$ 1,456,327

## 2025-26 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 Descripti	featuring cart rent professio the public	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.				
2025 Accomplishme	2025 Accomplishments: • Maintained Course during the greens rebuild					
2026 Objectives:	<ul><li>2026 Objectives:</li><li>Improve turf quality in fairways and roughs with tree removal</li><li>Install new bridges</li></ul>					
Budget Highlights:	Budget Highlights:The major expenditures in this department are personnel costs and general supplies necessary to operate a Golf Course.					
				13 GOLF COURSE 45 GOLF COURSE		
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET		
\$497,403	\$609,957	\$635,658	\$655,918	\$655,918		

## 2025-26 Operating Budget Adams Municipal Golf Course Fund – Golf Course – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 253,481	\$ 261,000	\$ 293,707	\$ 270,000	\$ 270,000	\$ 270,000
51120 OVERTIME	17	1,000	7,733	1,000	1,000	1,000
51130 FICA	18,570	20,000	22,303	21,000	21,000	21,000
51140 GROUP INSURANCE	30,241	59,257	59,915	64,718	64,718	64,718
51150 DB RETIREMENT	40,022	39,000	41,238	40,000	40,000	40,000
51155 DC RETIREMENT	692	3,000	1,007	2,000	2,000	2,000
TOTAL PERSONAL SERVICES	\$ 343,023	\$ 383,257	\$ 425,903	\$ 398,718	\$ 398,718	\$ 398,718
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 25,842	\$ 55,750	\$ 50,000	\$ 65,600	\$ 65,600	\$ 65,600
52310 UTILITIES & COMMUNICATIONS	8,418	15,400	15,350	16,750	16,750	16,750
52510 OTHER SERVICES	2,353	1,000	1,626	1,800	1,800	1,800
52610 MAINT. & REPAIR SERVICE	6,850	8,000	7,000	8,000	8,000	8,000
TOTAL CONTRACTUAL SERVICES	\$ 43,463	\$ 80,150	\$ 73,976	\$ 92,150	\$ 92,150	\$ 92,150
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 228	\$ 300	\$ 180	\$ 500	\$ 500	\$ 500
53210 JANITORIAL SUPPLIES	-	500	320	500	500	500
53310 GENERAL SUPPLIES	57,489	81,200	75,000	91,800	91,800	91,800
53410 TOOLS & EQUIPMENT	1,102	1,300	1,279	1,500	1,500	1,500
53510 FUEL	12,143	17,500	15,000	19,250	19,250	19,250
53610 MAINT. & REPAIR MATERIALS	39,955	45,750	44,000	51,500	51,500	51,500
TOTAL MATERIALS & SUPPLIES	\$ 110,917	\$ 146,550	\$ 135,779	\$ 165,050	\$ 165,050	\$ 165,050
TOTAL BUDGET	\$ 497,403	\$ 609,957	\$ 635,658	\$ 655,918	\$ 655,918	\$ 655,918

### 2025-26 Operating Budget Adams Municipal Golf Course Fund – Golf Course – Personnel and Capital Detail

#### FUND 513 GOLF COURSE DEPT 445 GOLF COURSE

	PER	SONNEL SCHEDULE		
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES
Golf Course Superintendent	1	1	1	1
Golf Course Supervisor	1	1	1	1
Maintenance Worker	1	2	2	2
TOTAL	3	4	4	4

## 2025-26 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.			
2025 Accomplishments:	ownership	to the City	f the Pro Shop Way tournament a	•
2026 Objectives:	<ul><li>new golf p</li><li>Find way patrons of</li></ul>	professional and st s to provide betto the course	experience with the aff. er products and in food options for ou	ventory to the
Budget Highlights:	revenues from	its operation. The	main expenditures expenses of operati	and the City obtains no are contract fees for the ng the Pro Shop. 13 GOLF COURSE
				PT 446 PRO SHOP
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET
\$140,109	\$655,700	\$539,607	\$768,605	\$768,605

## 2025-26 Operating Budget Adams Municipal Golf Course Fund – Pro Shop – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ -	\$-	\$ 87,601	\$ 336,000	\$ 336,000	\$ 336,000
51120 OVERTIME	-	-	242	2,000	2,000	2,000
51130 FICA			6,720	26,000	26,000	26,000
51140 GROUP INSURANCE	-	-	-	-	-	
51155 DC RETIREMENT		-		13,000	13,000	13,000
TOTAL PERSONAL SERVICES	\$ -	\$ -	\$ 94,563	\$ 377,000	\$ 377,000	\$ 377,000
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ -	\$ 500,000	\$ 161,926	\$ 200,525	\$ 200,525	\$ 200,525
52210 FINANCIAL SERVICES		-	9,477	-	-	
52310 UTILITIES & COMMUNICATIONS	12,024	16,250	12,253	17,750	17,750	17,750
52410 PROFESSIONAL SERVICES	115,071	124,000	120,880			
52510 OTHER SERVICES	3,389	5,800	20,327	146,195	146,195	146,195
52610 MAINT. & REPAIR SERVICE	1,769	1,000	6,588	1,500	1,500	1,500
TOTAL CONTRACTUAL SERVICES	\$ 132,253	\$ 647,050	\$ 331,451	\$ 365,970	\$ 365,970	\$ 365,970
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 363	\$ 900	\$ 4,769	\$ 1,500	\$ 1,500	\$ 1,500
53210 JANITORIAL SUPPLIES	2,760	3,000	4,509	3,500	3,500	3,500
53310 GENERAL SUPPLIES	2,239	750	72,626	10,635	10,635	10,635
53410 TOOLS & EQUIPMENT	180		2,002	1,000	1,000	1,000
53610 MAINT. & REPAIR MATERIALS	2,314	4,000	29,687	9,000	9,000	9,000
TOTAL MATERIALS & SUPPLIES	\$ 7,856	\$ 8,650	\$ 113,593	\$ 25,635	\$ 25,635	\$ 25,635
TOTAL BUDGET	\$ 140,109	\$ 655,700	\$ 539,607	\$ 768,605	\$ 768,605	\$ 768,605

### 2025-26 Operating Budget Adams Municipal Golf Course Fund – Pro Shop – Personnel and Capital Detail

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

PERSONNEL SCHEDULE						
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES				
Golf Director	-	1	1	1		
Golf Teaching Assistant	-	-	-	2		
P/T Pro Shop- Indoor Services	-	-	-	2.5		
P/T Pro Shop- Outdoor Services			<u>-</u>	2.5		
TOTAL	0	1	1	8		

## 2025-26 Operating Budget Sooner Pool Fund – Expenditure and Revenue Summary

#### Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Sooner Pool	\$ 56,499	\$ 78,002	\$ 60,681	\$ 83,233
Reserves: Contingency		1,560		1,665
Total Expenditures and Reserves	\$ 56,499	\$ 79,562	\$ 60,681	\$ 84,898

#### Revenues

REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Interest and Investment Income	\$ 2,642	\$ -	\$ 3,398	\$ 2,718
Transfer In: From General	72,245	71,179	71,179	88,117
Fund Balance	21,779_	68,383	40,167	54,063
Total Available for Appropriation	\$ 96,666	\$ 139,562	\$ 114,744	\$ 144,898

# 2025-26 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.			
2025 Accomplishments:	YI Su • Oj	<ul> <li>Successfully negotiated a management agreement with the YMCA for the operation of Sooner Swimming Pool for the Summer 2025 season</li> <li>Opened splash pad for the season</li> <li>Purchased new chairs, loungers, and tables</li> </ul>			
2026 Objectives:	m		's opportunities to	explore opportunities to use Sooner Swimming peration	
Budget Highlights:	person	nel costs for temp utilities, chemica	orary and part-tir	Swimming Pools are ne labor, concessions ntenance, and repair	
			FUND	515 SOONER POOL DEPT 433 POOLS	
2023-24 ACTUAL 2024-25	BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET	
\$56,499          \$78,	002	\$60,681	\$83,233	\$83,233	

# 2025-26 Operating Budget Sooner Pool Fund – Swimming Pool – Line Item Detail

CONTRACTUAL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
52310 UTILITIES & COMMUNICATIONS 52410 PROFESSIONAL SERVICES 52510 OTHER SERVICES 52610 MAINT. & REPAIR SERVICE	\$3,328 26,200 - 1,360	\$ 9,275 45,850 300 930	\$ 10,005 33,686 - 1,150	\$ 14,506 45,850 300 930	\$ 14,506 45,850 300 930	\$ 14,506 45,850 300 930
TOTAL CONTRACTUAL SERVICES	\$ 30,888	\$ 56,355	\$ 44,841	\$ 61,586	\$ 61,586	\$ 61,586
MATERIALS & SUPPLIES						
53310 GENERAL SUPPLIES 53410 TOOLS & EQUIPMENT 53610 MAINT. & REPAIR MATERIALS	\$ 12,272 - 13,339	\$ 17,397 250 4,000	\$ 11,234 - 4,606	\$ 17,397 250 4,000	\$ 17,397 250 4,000	\$ 17,397 250 4,000
TOTAL MATERIALS & SUPPLIES	\$ 25,611	\$ 21,647	\$ 15,840	\$ 21,647	\$ 21,647	\$ 21,647
TOTAL BUDGET	\$ 56,499	\$ 78,002	\$ 60,681	\$ 83,233	\$ 83,233	\$ 83,233

## 2025-26 Operating Budget Frontier Pool Fund – Expenditure and Revenue Summary

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Frontier Pool	\$ 65,897	\$ 92,382	\$ 68,255	\$ 103,945
Reserves: Contingency	<u> </u>	1,848		2,079
Total Expenditures and Reserves	\$ 65,897	\$ 94,230	\$ 68,255	\$ 106,024

#### Expenditures and Reserves

#### Revenues

REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Interest and Investment Income	\$ 2,806	\$-	\$ 5,734	\$ 4,587
Transfer In: From General	94,205	95,013	95,013	84,343
Fund Balance	23,489	69,217	54,602	87,094
Total Available for Appropriation	\$ 120,500	\$ 164,230	\$ 155,349	\$ 176,024

# 2025-26 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	pools. Fr	Frontier Pool is one of the two City-operated public swimming pools. Frontier Pool is a recreational style aquatic facility located in Frontier Park.				
2025 Accomplishments	YM		U	agreement with the wimming Pool for the		
2026 Objectives:	max Pool		opportunities to us public cost of ope	plore opportunities to e Frontier Swimming ration		
Budget Highlights:	personne	l costs for tempo	rary and part-time	wimming Pools are e labor, concession enance, and repair		
			FUND 51	6 FRONTIER POOL DEPT 432 POOLS		
2023-24 ACTUAL 2024	4-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET		
\$65,897	\$92,382	\$68,255	\$103,945	\$103,945		

# 2025-26 Operating Budget Frontier Pool Fund – Swimming Pool – Line Item Detail

CONTRACTUAL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
52310 UTILITIES & COMMUNICATIONS 52410 PROFESSIONAL SERVICES 52510 OTHER SERVICES 52610 MAINT. & REPAIR SERVICE	\$ 10,437 26,200 - 11,931	\$ 13,865 48,600 300 600	\$ 19,090 33,686 - 705	\$ 25,428 48,600 300 600	\$ 25,428 48,600 300 600	\$ 25,428 48,600 300 600
TOTAL CONTRACTUAL SERVICES	\$ 48,568	\$ 63,365	\$ 53,481	\$ 74,928	\$ 74,928	\$ 74,928
53310 GENERAL SUPPLIES 53410 TOOLS & EQUIPMENT 53610 MAINT. & REPAIR MATERIALS TOTAL MATERIALS & SUPPLIES	<u>\$ 16,848</u> - - 481 \$ 17,329	\$ 24,767 250 4,000 \$ 29,017	\$ 11,132 - 3,642 \$ 14,774	\$ 24,767 250 4,000 \$ 29,017	\$ 24,767 250 4,000 \$ 29,017	\$ 24,767 250 4,000 \$ 29,017
TOTAL BUDGET	\$ 65,897	\$ 92,382	\$ 68,255	\$ 103,945	\$ 103,945	\$ 103,945

## 2025-26 Operating Budget Municipal Airport Fund – Expenditure and Revenue Summary

#### Expenditures and Reserves

EXPENDITURES	BY DEPARTMENT OR PURPOSE	2023-24 A CTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Airport		\$ 634,914	\$ 706,086	\$ 705,635	\$ 775,057
Reserves:	Contingency Compensated Absences Reserve	-	14,122 27,406	-	15,501 36,063
Total Expend	litures and Reserves	\$ 634,914	\$ 747,614	\$ 705,635	\$ 826,621

#### Revenues

REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Charges for Services Donations and Miscellaneous	\$ 505,435 19,300	\$    526,200 -	\$ 621,071 23,981	\$ 658,487 -
Transfer In: From General	227,975			
Fund Balance	313,459	469,646	439,215	378,632
Total Available for Appropriation	\$ 1,066,169	\$ 995,846	\$ 1,084,267	\$ 1,037,119

# 2025-26 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.				
2025 Accomplishments:	<ul> <li>Hosted the 2<sup>nd</sup> 'Back to Bartlesville' Regional Fly-In</li> <li>Built 1300' of ADGIII/ADGII taxi-lane to support future 130'X 150' MRO hangar</li> <li>Hangar rental rate increased</li> </ul>				
2026 Objectives:	<ul> <li>Determine viability/path-forward of the Bartlesville Fly-In</li> <li>Build 2 60'X60' box hangars and a 10-12 bay t-hangar unit pending sufficient federal and state funding</li> <li>Build a 130'X150' Big Box hangar</li> <li>Develop plots adjacent to the new taxi-lane for future airport/private hangar development</li> </ul>				
Budget Highlights:	The Major budget expenditures are for airport operations personne inventory, utilities, and general expenses associated with maintenance airport facility.				
	FUND 517 AIRPORT DEPT 147 AIRPORT				
2023-24 ACTUAL 2024-25	SUDGET 2024-25 ESTIMATE 2025-26 CITY MGR 2025-26 RECOMMENDS BUDGET				
\$634,914 \$706	086 \$705,635 \$775,057 \$775,057				

# 2025-26 Operating Budget Municipal Airport Fund – Airport – Line Item Detail

PERSONNEL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
51110 REGULAR SALARIES	\$ 388,250	\$ 403,000	\$ 424,776	\$ 442,000	\$ 442,000	\$ 442,000
51130 FICA	27,992	31,000	30,739	34,000	34,000	34,000
51140 GROUP INSURANCE	50,402	74,071	74,894	80,897	80,897	80,897
51155 DC RETIREMENT	21,576	23,000	23,711	25,000	25,000	25,000
51170 WORKER'S COMPENSATION	839	2,375	2,375			
TOTAL PERSONAL SERVICES	\$ 489,059	\$ 533,446	\$ 556,495	\$ 581,897	\$ 581,897	\$ 581,897
CONTRACTUAL SERVICES						
52110 EMPLOYMENT SERVICES	\$ 295	\$ 300	\$ 522	\$ 300	\$ 300	\$ 300
52310 UTILITIES & COMMUNICATIONS	47,757	70,000	50,126	70,000	70,000	70,000
52410 PROFESSIONAL SERVICES	2,832	3,000	3,142	3,000	3,000	3,000
52510 OTHER SERVICES	33,088	26,740	39,972	36,540	36,540	36,540
52610 MAINT. & REPAIR SERVICE	16,459	30,000	8,762	30,000	30,000	30,000
52810 INSURANCE & BONDS	14,850	14,850	14,850	17,820	17,820	17,820
TOTAL CONTRACTUAL SERVICES	\$ 115,281	\$ 144,890	\$ 117,374	\$ 157,660	\$ 157,660	\$ 157,660
MATERIALS & SUPPLIES						
53110 OFFICE EQUIP. & SUPPLIES	\$ 40	\$ 750	\$-	\$ 1,000	\$ 1,000	\$ 1,000
53210 JANITORIAL SUPPLIES	1,044	1,500	1,195	1,500	1,500	1,500
53310 GENERAL SUPPLIES	7,509	3,000	5,860	3,500	3,500	3,500
53410 TOOLS & EQUIPMENT	3,380	2,000	971	3,500	3,500	3,500
53510 FUEL	3,676	5,500	3,848	6,000	6,000	6,000
53610 MAINT. & REPAIR MATERIALS	14,925	15,000	19,892	20,000	20,000	20,000
TOTAL MATERIALS & SUPPLIES	\$ 30,574	\$ 27,750	\$ 31,766	\$ 35,500	\$ 35,500	\$ 35,500
TOTAL BUDGET	\$ 634,914	\$ 706,086	\$ 705,635	\$ 775,057	\$ 775,057	\$ 775,057

# 2025-26 Operating Budget Municipal Airport Fund – Airport – Personnel and Capital Detail

FUND 517 AIRPORT DEPT 147 AIRPORT

PERSONNEL SCHEDULE							
CLASSIFICATION	2023-24 ACTUAL NUMBER OF EMPLOYEES	2024-25 BUDGETED NUMBER OF EMPLOYEES	2024-25 ACTUAL NUMBER OF EMPLOYEES	2025-26 BUDGETED NUMBER OF EMPLOYEES			
Airport Director	1	1	1	1			
Airport Lead Operations Tech	1	1	1	1			
Airport Operations Tech	3	3	3	3			
TOTAL	5	5	5	5			

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# **INTERNAL SERVICE FUNDS**



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## 2025-26 Operating Budget Internal Service Funds – Summary by Fund or Source

EXPEI	NDITURES BY FUND	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Workers' Compe	ensation	\$ 148,919	\$ 430,000	\$ 121,744	\$ 430,000
Health Insurance		5,705,430	5,531,208	6,188,858	6,371,415
Auto Collision In	surance	99,846	443,559	92,279	443,559
Stabilization Res	serve	-	14,776,368	-	15,994,268
apital Reserve		4,113,078	20,453,000	11,605,316	15,693,560
Fotal Expendit	ures and Reserves	\$10,067,273	\$41,634,135	\$18,008,197	\$ 38,932,802
		Revenues			
REVI	ENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Interest and Inve	stment Income	\$ 18,567	\$-	\$ 220,237	\$ 216,190
Donations and M	liscellaneous	19,149	-	59,876	-
Employee Contri	ibutions	564,584	537,000	599,612	599,612
Retiree Contribut	tions	75,924	140,000	116,320	140,000
Contributions fro	m Operating Departments	93,460	132,951	132,951	92,601
Reimbursement	of Operations	4,449,594	4,533,171	4,723,834	5,031,803
Reimbursement	by Contract	646,260	320,000	546,266	400,000
Wastewater cap	ital investment fee	3,220,008	3,407,005	3,408,723	3,654,151
Water capital inv	vestment fee	1,814,884	1,770,000	2,405,618	1,770,000
ransfers In:	General Fund	2,926,017	3,156,324	3,156,324	2,787,603
	Wastewater	131,831	142,301	142,301	145,048
	Water	204,340	216,928	216,928	244,299
	Sanitation	984,586	990,390	990,390	995,950
und Balance		30,261,616	35,861,198	35,728,876	34,401,942
otal Available	ofor Appropriation	\$45,410,820	\$51,207,268	\$ 52,448,256	\$ 50,479,199

#### Expenditures and Reserves

# 2025-26 Operating Budget Worker's Compensation Fund– Summary

Fund Mission:	N/A
Fund Description:	The Worker's Compensation Fund was established to account for the disbursement of funds to pay the City's Worker's compensation claims. The City is self-insured and holds no worker's compensation policy, preferring to be "own-risk" insured.
2025 Accomplishments:	N/A
2026 Objectives:	N/A
Budget Highlights:	The only expenditures in this fund are worker's compensation claims and administrative fees that are paid from the General Services Department.

## 2025-26 Operating Budget Worker's Compensation Fund – Expenditure and Revenue Summary

#### Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Work Comp Claims Administration	\$ 138,813 10,106	\$ 400,000 	\$ 91,317 	\$ 400,000 30,000
Total Expenditures	\$ 148,919	\$ 430,000	\$ 121,744	\$ 430,000
	Revenues			
REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
<b>REVENUE BY SOURCE</b> Interest and Investment Income Donations and Miscellaneous Contributions from Operating Departments				
Interest and Investment Income Donations and Miscellaneous	<b>ACTUAL</b> \$ 18,567 7,666	BUDGET \$ -	<b>ESTIMATE</b> \$ 20,237 6,673	<b>BUDGET</b> \$ 16,190

2025-26 Operating Budget Health Insurance Fund– Summary

Fund Mission:	N/A
Fund Description:	The Health Insurance Fund was established to account for the receipt and disbursement of funds related to the City's health insurance claims. The City is self-insured and holds only a stop loss health insurance policy that prevents individual claims from exceeding \$75,000.
2025 Accomplishments:	N/A
2026 Objectives:	N/A
Budget Highlights:	The only expenditures in this fund are health insurance claims and administrative fees that are paid from the General Services Department.

## 2025-26 Operating Budget Health Insurance Fund – Expenditure and Revenue Summary

#### Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24	2024-25	2024-25	2025-26
	ACTUAL	BUDGET	ESTIMATE	BUDGET
Medical/Dental Claims	\$ 4,859,655	\$ 4,618,050	\$ 5,134,565	\$ 5,338,008
Administration and Consultant Fees	845,775	913,158	1,054,293	1,033,407
Total Expenditures	\$ 5,705,430	\$ 5,531,208	\$ 6,188,858	\$ 6,371,415
	Revenues			
REVENUE BY SOURCE	2023-24	2024-25	2024-25	2025-26
	ACTUAL	BUDGET	ESTIMATE	BUDGET
Employee Contributions	\$ 564,584	\$ 537,000	\$ 599,612	\$ 599,612
Retiree Contributions	75,924	140,000	116,320	140,000
Investment Earnings	-	-	200,000	200,000
Reimbursement of Operations	4,449,594	4,533,171	4,723,834	5,031,803
Reimbursement by Contract	646,260	320,000	546,266	400,000
Fund Balance	20,168	1,037	2,826	
Total Available for Appropriation	\$ 5,756,530	\$ 5,531,208	\$ 6,188,858	\$ 6,371,415

# 2025-26 Operating Budget Auto Collision Insurance Fund– Summary

Fund Mission:	N/A
Fund Description:	The Auto Collision Fund was established to help mitigate the City's self-insurance risk as it applies to automobile physical damage and collision. The City insures all vehicles for liability damage, and the City's employees while operating the vehicles are covered by Worker's Compensation Insurance. However, the City is "own risk" for purposes of auto collision and physical damage.
2025 Accomplishments:	N/A
2026 Objectives:	N/A
Budget Highlights:	The only budgeted expenditures for this fund are for the payment of auto physical damage and collision claims.

## 2025-26 Operating Budget Auto Collision Insurance Fund – Expenditure and Revenue Summary

#### Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE			023-24 CTUAL		2024-25 2UDGET	_	024-25 TIM A TE		2025-26 BUDGET
Auto Collision C	Auto Collision Claims		99,846	\$	443,559	\$	92,279	\$	443,559
Total Expenditur	Total Expenditures		<u>\$ 99,846</u>		\$ 443,559		92,279	\$	443,559
	Revenues								
REV	ENUE BY SOURCE		023-24 CTUAL		2024-25 SUDGET		024-25 TIMATE		2025-26 BUDGET
Donations and N	<i>l</i> iscellaneous	\$	11,483	\$	-	\$	53,203	\$	-
Transfers In:	Transfers In: General Fund Wastewater Water		25,000 25,000 25,000		25,000 25,000 25,000		25,000 25,000 25,000	_	25,000 25,000 25,000
Fund Balance			509,865		585,395		496,503	_	532,427
Total Available	e for Appropriation	\$	596,348	\$	660,395	\$	624,706	\$	607,427

# 2025-26 Operating Budget Stabilization Reserve Fund– Summary

Fund Mission:	N/A
Fund Description:	The Stabilization Reserve Fund was established by an ordinance of the Council, which was adopted in fiscal year 2010-11. This ordinance was effective for all fiscal years beginning after July 1, 2011. This fund receives contributions from the operating funds in accordance with this ordinance and provides a means to account for these balances. All balances held in this fund are restricted in accordance with the enabling legislation.
2025 Accomplishments:	N/A
2026 Objectives:	N/A
Budget Highlights:	This fund has no budgeted expenditures and all amounts held in this fund are restricted in accordance with the City's Stabilization Reserve Fund ordinance.

## 2025-26 Operating Budget Stabilization Reserve Fund – Expenditure and Revenue Summary

#### Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
General Fund Reserve Wastewater Fund Reserve Water Fund Reserve Sanitation Fund Reserve Total Expenditures and Reserves	\$ - - - - - <b>\$</b> -	\$ 9,867,842 1,311,390 2,189,832 1,407,304 <b>\$14,776,368</b>	\$ - - - - - -	\$10,630,605 1,431,780 2,410,648 1,524,010 <b>\$15,997,043</b>
	Revenues 2023-24	2024-25	2024-25	2025-26
REVENUE BY SOURCE	ACTUAL	BUDGET	ESTIMATE	BUDGET
Transfers In: General Fund Wastewater Water Sanitation	\$ 901,017 106,831 179,340 104,586	\$ 1,131,324 117,301 191,928 110,390	\$ 1,131,324 117,301 191,928 110,390	\$ 762,763 120,390 220,816 116,706
Fund Balance	11,933,651	13,225,425	13,225,425	14,776,368
Total Available for Appropriation	\$13,225,425	\$14,776,368	\$14,776,368	\$15,997,043

2025-26 Operating Budget Capital Reserve Fund– Summary

Fund Mission:	N/A
Fund Description:	The Capital Reserve Fund was established by an ordinance of the Council, which was adopted in fiscal year 2010-11. This ordinance was effective for all fiscal years beginning after July 1, 2011. However, the ordinance allowed a grace period for all funds that were required to participate, so that long-term capital plans may be formed prior to participation in this fund. This fund receives contributions from the operating funds in accordance with this ordinance and provides a means to account for these balances. All balances held in this fund are restricted in accordance with the enabling legislation.
2025 Accomplishments:	N/A
2026 Objectives:	N/A
Budget Highlights:	This fund has no budgeted expenditures and all amounts held in this fund are restricted in accordance with the City's Capital Reserve Fund ordinance.

## 2025-26 Operating Budget Capital Reserve Fund – Expenditure and Revenue Summary

#### Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
General	\$ 1,591,678	\$ 3,875,000	\$ 2,636,756	\$ 3,071,560
Wastewater	2,003,493	5,190,000	4,990,497	1,645,000
Water	484,553	8,500,000	1,820,255	9,820,000
Sanitation	33,354	2,888,000	2,157,808	1,257,000
Total Expenditures	\$ 4,113,078	\$20,453,000	\$11,605,316	\$15,793,560
	Revenues			
REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Wastewater Capital Investment Fee	\$ 3,220,008	\$ 3,407,005	\$ 3,408,723	\$ 3,654,151
Water Capital Investment Fee	1,814,884	1,770,000	2,405,618	1,770,000
Transfers In: General	2,000,000	2,000,000	2,000,000	2,000,000
Sanitation	880,000	880,000	880,000	880,000
Fund Balance	17,447,497	21,752,292	21,682,913	18,771,938
Total Available for Appropriation	\$25,362,389	\$29,809,297	\$ 30,377,254	\$27,076,089

## 2025-26 Operating Budget Capital Reserve Fund Capital Outlay Detail

#### Capital Schedule

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
120	N/A	Council room audio/video	\$ 38,466	\$-	\$-	\$-
147	New	Fuel Farm Tank Guaging System Upgrade	-	-	-	35,000
147	New	Rotary Brush	-	-	-	6,000
170	19009	Tyler Doc Mgmt (25% - replace Fortis)	8,103	-	47,398	-
170	N/A	City APP Development	853	-	-	-
170	19011	Tyler Incode Court (replace Sleuth)	643	-	-	-
170	N/A	Strategic Plan Priorities	63,093	250,000	234,302	100,000
170	24015	Strategic Plan- Comprehensive Plan Update	137	10,000	-	-
170	N/A	City Hall Restroom Remodel		267,000	-	300,000
170	N/A	City Hall Lighting and Energy Eff upgrades	-	200,000	-	200,000
170	N/A	City Hall Security Upgrades	16,500	351,000	20,000	350,000
170	N/A	City Hall Staircase Column Rehabilitation	-	20,000	-	20,000
170	N/A	DocuWare Cloud	-	20,000	20,000	-
170	N/A	Zoning Code Update	-	180,000	-	180,000
170	N/A	Subdivision Regulations Update	-	80,000	-	80,000
170	N/A	Misc Office Equip	-	25,000	-	25,000
170	N/A	City Hall Pool Car	-	50,000	50,000	-
185	N/A	Windows Server upgrades	47,776	-	-	-
185	New	Exchange Server Upgrade	-	-	-	27,500
195	N/A	Auto/Light Truck Tire Changing Machine	-	6,000	5,995	-
195	N/A	Ranger R26FLT Super Duty Truck Tire Chang	-	10,000	9,250	-
195	New	14K Auto Lift	-	-	-	20,000
250	N/A	Storage Building	27,383	19,500	-	20,000
250	N/A	Thermal Imaging Camera (x2)	7,382	-	-	-
250	N/A	Pumper Truck	930,535	-	56,655	-
250	25006	Tanker/Engine- 2000 Gallon	-	700,000	438,254	-
250	25007	Wildland Firefighting Boots (x70)	-	21,000	18,126	-
250	25008	Automatic Emergency Defibrilators	-	25,000	24,974	-
250	25009	Multi-Gas Monitors (x5)	-	7,000	11,483	-
250	25028	Rescue Equipment	-	-	26,391	-
250	25029	Fire Station Improvements	-	-	19,850	-
250	25030	Bunker Gear	34,922	-	54,424	-
250	25031	SCBA Replacements	-	-	45,677	-
250	New	New Engine 2 with ARFF Foam Capabilities	-	-	-	950,000
250	New	SCBA (x12)	-	-	-	87,060
270	N/A	Security Fencing	32,256	-	-	-
270	New	Patrol Unit Technology Replacement (70)	348,682	-	-	-

### 2025-26 Operating Budget Capital Reserve Fund Capital Outlay Detail (continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
328	N/A	Thermoplastic Striper	-	15,000	-	15,000
328	N/A	ARPA Funds for Streets	1,212	500,000	500,000	-
328	22009	ARPA Funds for Sidewalks	-	50,000	50,000	-
328	New	14K Tilt Deck Trailer	-	-	-	15,000
328	New	Sidewalk Infill and Partnership Program	-	-	-	100,000
421	N/A	Smoke Detector Replacement (x32)	-	6,000	-	6,000
421	New	Library Mechanical Room Piping	-	-	-	60,000
431	17018	ARPA Funds for Pathfinder	-	100,000	100,000	-
431	N/A	Bucket Truck	-	35,000	-	35,000
431	N/A	Soccer Goals (3 sets)	-	-	-	-
431	N/A	Sooner Pool sound system	-	-	-	-
431	N/A	Downtown Landscaping Supplemental	-	300,000	-	300,000
431	New	Price Fields Shade Canopy Replacement	-	30,000	30,000	-
432	New	Sooner Splash Pad Surface Treatment	-	5,000	5,000	-
432	New	Frontier Water Slide Reconditioning	-	65,000	65,000	-
445	N/A	Sod Replacement	683	20,000	20,000	100,000
445	N/A	Golf Course House Removal	6,450	-	-	-
445	N/A	Lift for Golf Maintenance	8,367	-	-	-
445	N/A	Emergency Irrigation Pumps- Golf	18,235	-	-	-
445	25004	Greens Mowers	-	-	95,872	-
445	25003	Shipping Container for Storage (1)	-	7,500	5,500	-
445	25004	Bedknive Grinder	-	20,000	7,500	-
445	25002	Concrete Cart Path Replacement (Materials)	-	40,000	-	40,000
445	25010	Golf Greens Rebuild	-	-	652,053	-
446	N/A	Misc Building Improvements	-		9,880	-
446	N/A	Golf Course Pro Shop Buyout	-	200,000	-	-
446	N/A	Golf Cart Capital Lease	-	100,000	-	-
446	N/A	Driving Range Lights & Ball Machine	-	140,000	13,172	-
		Total General Fund	1,591,678	3,875,000	2,636,756	3,071,560

### 2025-26 Operating Budget Capital Reserve Fund Capital Outlay Detail (continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
710	18039	Engineering Design for WWTP Expansion	1,620,729	4,500,000	4,379,788	250,000
710	N/A	Replace Vacuum tank trailer for land applicati	59,605	-	-	-
710	N/A	Replace Injection Unit for land application	75,000	-	-	-
710	N/A	Install Flow Meters	85,317	70,000	70,000	-
710	N/A	Replace Day Cab Semi Tractor	-	-	151,037	-
710	N/A	Replace polymer system for gravity belt thick	51,300	-	-	-
710	N/A	Replace Crane Truck (1998)	-	200,000	178,543	-
710	New	Replace 1/2 Ton Truck 4x4	-	-	-	70,000
		Total Wastewater Plant	1,891,951	4,770,000	4,779,368	320,000
715	19009	Tyler Utility Billing (33% of total)	8,375	70,000	70,000	-
715	N/A	Turkey Creek 36" Sewer Line Rehab (design)	4,800	-	-	-
715	N/A	New Engine for 2008 Freightliner	34,051	-	-	-
715	24004	Sewer Line Point Repairs/Replacement (contr	64,316	350,000	141,129	350,000
715	New	Replace Vactor Truck with root foaming	-	-	-	700,000
715	New	Replace 1.25 ton with utility bed (2017)	-	-	-	75,000
715	New	Replace Excavator (replaces 2015 unit)	-	-	-	200,000
		Total Wastewater Maintenance	111,542	420,000	211,129	1,325,000
720	19016	Pump Station and Force Main for WW Reuse	60,787	-	-	-
720	N/A	PLC Replacement - Pump Stations	193,480	-	-	-
720	N/A	Battery Replacement	25,350	-	-	-
720	N/A	PLC Replacement - Water Plant	-	-	204,928	-
720	N/A	Telemetry System Upgrade	33,058	-	-	-
720	25024	Replace High Service VFD	-	400,000	897,500	-
720	25025	Replace blowers (2) for filter backwash	-	150,000	175,322	-
720	New	Replace Polymer Skids at WTP	-	-	-	175,000
720	New	Replace Roof at WTP	-	-	-	850,000
		Total Water Plant	312,675	550,000	1,277,750	1,025,000
725	19009	Tyler Utility Billing (33% of total)	8,375	70,000	70,000	-
725	24006	Replace Truck Shed	-	225,000	18,000	-
		Total Water Administration	8,375	295,000	88,000	-

### 2025-26 Operating Budget Capital Reserve Fund Capital Outlay Detail (continued)

DEPARTMENT	PROJECT NUMBER	DESCRIPTION	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
730	N/A	New AMI System	-	7,500,000	-	8,000,000
730	N/A	Replace Water Lines (contract and materials	163,503	-	90,327	500,000
730	24008	1.25 Ton Truck with Flatbed Dump	-	50,000	45,443	-
730	N/A	Excavator w/trailer (trade in 2001 & 2005 Bac	-	-	-	-
730	24008	1.25 Ton Utility Bed Truck w/ Accessories	-	55,000	59,959	-
730	24008	1.25 Ton Truck with Flatbed Dump	-	50,000	64,905	-
730	24008	Dump Truck (10 wheel)	-	-	193,871	-
730	New	Dump Truck (10 Wheel) - Replaces 2005 Unit	-	-	-	220,000
730	New	1.25 ton utility bed truck - Replaces 2017 Uni	-	-	-	75,000
		Total Water Distribution	163,503	7,655,000	454,505	8,795,000
750	19009	Tyler Utility Billing (33% of total)	8,375	70,000	70,000	-
750	25013	Poly Carts	24,979	-	24,986	-
750	N/A	Roll Off Refuse Truck	-	175,000	-	175,000
750	25012	Automated Refuse Truck (5)	-	1,750,000	1,539,579	-
750	25011	Rear Load Refuse Truck (2)	-	375,000	512,243	-
750	N/A	Roll Off Refuse Truck (2)	-	350,000	-	350,000
750	N/A	2 and 3 CY Containers (36)	-	36,000	11,000	25,000
750	N/A	30 CY Roll Offs (6)	-	42,000	-	17,000
750	N/A	One Ton Truck (2)	-	90,000	-	90,000
750	New	Rear Load Refuse Truck (2)	-	-	-	600,000
		Total Sanitation	33,354	2,888,000	2,157,808	1,257,000
TOTAL		=	\$ 4,113,078	\$20,453,000	\$ 11,605,316	\$ 15,793,560

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# **FIDUCIARY FUNDS**



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## **CITY OF BARTLESVILLE** 2025-26 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.						
2025 Accomplishments:	• No projects were scheduled						
2026 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

2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET
\$0	\$8,515	\$0	\$9,968	\$9,968

## 2025-26 Operating Budget Mausoleum Endowment Fund – Expenditure and Revenue Summary

#### Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	202 ACT		2024-25 BUDGET		 4-25 MATE	)25-26 JDGET
Mausoleum	\$	-	\$	8,515	\$ 	\$ 9,968
Total Expenditures	\$		\$	8,515	\$ 	\$ 9,968

#### Revenues

REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
Interest and Investment Income	\$ 568	\$ 174	\$ 699	\$ 559
Fund Balance	8,141	8,341	8,710	9,409
Total Available for Appropriation	\$ 8,709	\$ 8,515	\$ 9,409	\$ 9,968

2025-26 Operating Budget Mausoleum Endowment Fund – Line Item Detail

MATERIALS & SUPPLIES		2023-24         2024-25         2025-26           ACTUAL         BUDGET         ESTIMATE		2025-26 REQUEST		_	CITY M GR REC		2025-26 APPROVED					
53610 MAINT. & REPAIR MATERIALS		\$	-	\$	8,515	\$	-	\$	9,968	\$	9,968		\$	9,968
TOTAL MATERIALS & SUPPLIES	:	\$	-	\$	8,515	\$	-	\$	9,968	\$	9,968	:	\$	9,968
TOTAL BUDGET	I	\$	-	\$	8,515	\$	-	\$	9,968	\$	9,968		\$	9,968

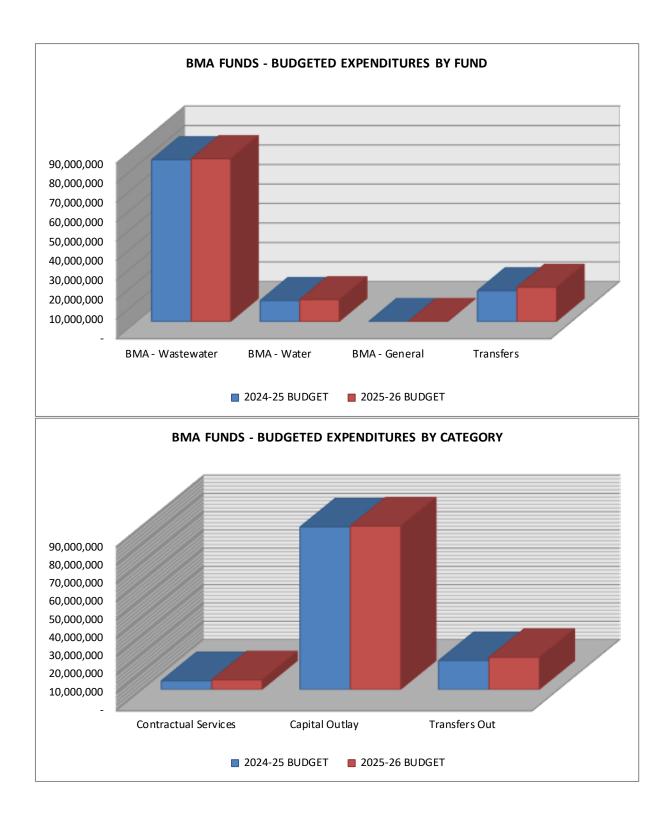
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# BARTLESVILLE MUNICIPAL AUTHORITY FUNDS

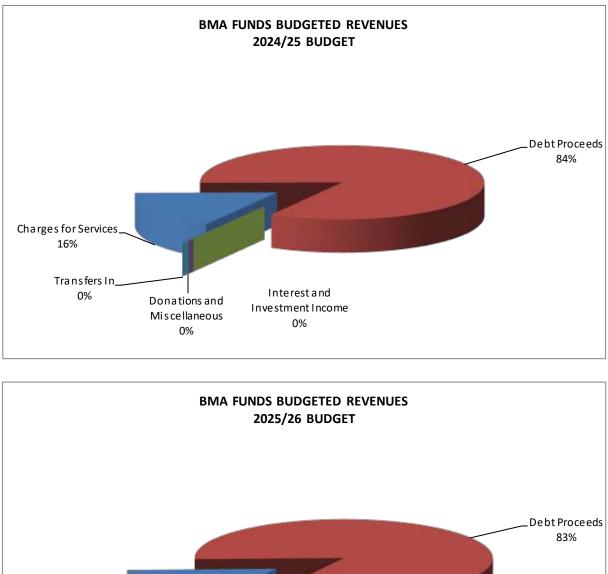


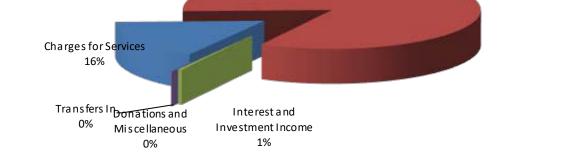
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#### 2025-26 Operating Budget Bartlesville Municipal Authority Funds – Expenditure Graphs



#### 2025-26 Operating Budget Bartlesville Municipal Authority Funds – Revenue Graphs





#### 2025-26 Operating Budget Bartlesville Municipal Authority – Summary by Fund or Source

#### Expenditures and Reserves

EXPENDITURES BY FU	IND 2023-24 ACTUAL		2024-25 ESTIMATE	2025-26 BUDGET
BMA - Wastewater	\$ 27,6			\$ 83,500,000
BMA - Water	4,505,8	22 10,775,784	3,439,672	11,184,392
Transfers to: Wastewater O	perating 5,262,1	41 5,853,507	5,853,005	6,261,497
Water Operatir	ng <u>8,187,9</u>	02 9,929,087	9,057,532	11,299,049
Total Expenditures	\$ 17,983,5	54 \$ 109,523,378	\$18,350,209	\$ 112,244,938
	Revenues			
REVENUE BY SOUR	CE 2023-24 ACTUAL		2024-25 ESTIMATE	2025-26 BUDGET
Charges for Services	\$ 16,624,7	75 \$ 17,832,580	\$17,860,329	\$ 17,696,075
Interest and Investment Income	338,6	- 89	595,278	476,225
Donations and Miscellaneous	911,5	07 31,141	103,418	100,400
Debt Obligation Proceeds		- 90,500,000		91,000,000
Fund Balance	9,067,1	99 10,260,596	8,872,349	9,081,165
Total Available for Appropriation	on \$26,942,1	70 \$ 118,624,317	\$27,431,374	\$ 118,353,865

2025-26 Operating Budget Bartlesville Municipal Authority – Expenditure Summary by Line Item

CONTRACTUAL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
52210 FINANCIAL SERVICES 52910 DEBT SERVICE - INTEREST 52911 DEBT SERVICE - PRINCIPAL	\$ 1,046 635,977 2,591,094	\$ 4,000 2,193,730 2,543,054	\$ 1,000 589,609 2,543,054	\$ 4,000 2,592,779 2,587,613	\$ 4,000 2,592,779 2,587,613	\$ 4,000 2,592,779 2,587,613
TOTAL CONTRACTUAL SERVICES	\$ 3,228,117	\$ 4,740,784	\$ 3,133,663	\$ 5,184,392	\$ 5,184,392	\$ 5,184,392
CAPITAL OUTLAY						
55930 OTHER IMPROVEMENTS	\$ 1,305,394	\$ 89,000,000	\$ 306,009	\$ 89,500,000	\$ 89,500,000	\$ 89,500,000
TOTAL CAPITAL OUTLAY	\$ 1,305,394	\$ 89,000,000	\$ 306,009	\$ 89,500,000	\$ 89,500,000	\$ 89,500,000
TRANSFERS OUT						
59509 WASTEWATER OPERATING 59510 WATER OPERATING	\$ 5,262,141 8,187,902	\$ 5,853,507 9,929,087	\$ 5,853,005 9,057,532	\$ 6,263,577 11,299,049	\$ 6,263,577 11,299,049	\$ 6,261,497 11,299,049
TOTAL TRANSFERS	\$13,450,043	\$ 15,782,594	\$14,910,537	\$ 17,562,626	\$ 17,562,626	\$ 17,560,546
TOTAL BUDGET	\$17,983,554	\$109,523,378	\$18,350,209	\$112,247,018	\$112,247,018	\$112,244,938

# 2025-26 Operating Budget BMA Wastewater Fund – Summary

Fund Mission:	N/A								
Fund Description:	issuance Wastewa for debt	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.							
2025 Accomplishme	ents: N/A	N/A							
2026 Objectives:	N/A								
Budget Highlights:	bad debt Water Fu of a debt four debt	write offs, and two and is to pay for the issue that was assumed issues were refinant ter Fund is to pay	o transfers. The transfers. The transfers. The transfers. The transfer the BMA unred by the BMA nced into one loansfor the Wastewate	t service payments, nsfer to the BMA – ater Fund's portion – Water Fund after . The transfer to the er Fund's operating A - WASTEWATER ATER OPERATING					
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET					
\$27,689	\$1,465,000	\$0	\$2,000,000	\$2,000,000					
				A - WASTEWATER T 900 TRANSFERS					
2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET					
\$5,262,141	\$5,853,507	\$5,853,005	\$6,263,577	\$6,261,497					

#### 2025-26 Operating Budget BMA Wastewater Fund – Expenditure and Revenue Summary

#### Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
BMA - Wastewater Operating BMA - Wastewater Construction	\$ 27,689 -	\$ 1,465,000 81,500,000	\$ - -	\$ 2,000,000 81,500,000
Transfers Out: To Wastewater <sup>1</sup>	5,262,141	5,853,507	5,853,005	6,261,497
Total Expenditures	\$ 5,289,830	\$88,818,507	\$ 5,853,005	\$ 89,761,497
	Revenues			
REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
<b>REVENUE BY SOURCE</b> Charges for Services Interest and Investment Income Donations and Miscellaneous Debt Obligation Proceeds				
Charges for Services Interest and Investment Income Donations and Miscellaneous	<b>ACTUAL</b> \$ 6,100,858 141,131	<b>BUDGET</b> \$ 6,741,440 - 31,141	<b>ESTIMATE</b> \$ 6,502,149 252,704	<b>BUDGET</b> \$ 5,940,336 202,166 100,400

#### 2025-26 Operating Budget BMA Wastewater Fund – BMA Wastewater Operating – Line Item Detail

CONTRACTUAL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY MGR REC	2025-26 APPROVED
52910 DEBT SERVICE - INTEREST 52911 DEBT SERVICE - PRINCIPAL	\$ 65 27,624	\$ 1,465,000	<u>\$                                    </u>	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000
TOTAL CONTRACTUAL SERVICES	\$ 27,689	\$ 1,465,000	\$	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000
TOTAL BUDGET	\$ 27,689	\$ 1,465,000	\$ -	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000

2025-26 Operating Budget BMA Wastewater Fund – Transfers – Line Item Detail

TRANSFERS OUT	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
59509 WASTEWATER OPERATING	\$ 5,262,141	\$ 5,853,507	\$ 5,853,005	\$ 6,263,577	\$ 6,263,577	\$ 6,261,497
TOTAL TRANSFERS	\$ 5,262,141	\$ 5,853,507	\$ 5,853,005	\$ 6,263,577	\$ 6,263,577	\$ 6,261,497
TOTAL BUDGET	\$ 5,262,141	\$ 5,853,507	\$ 5,853,005	\$ 6,263,577	\$ 6,263,577	\$ 6,261,497

2025-26 Operating Budget BMA Water Fund – Summary

Fund Mission:	N/A				
Fund Description: The BMA – Water Fund was established to provide issuance of debt secured by utility system revenues. The Water Operating department of this fund is used to prov debt service payments on related water improvement r bonds and other related finance and operating expense BMA – Water Construction department of this fund is provide for construction expenses related to the new wate and the water distribution system.					
2025 Accomplishm	ents: N/A				
2026 Objectives:	N/A				
Budget Highlights:	transfer costs o Fund is	rs. The transfer to of the water utility	the Water Fund is 7. The transfer to t	service payments and to fund the operating the Health Insurance red to become a self-	
			FUND DEPT 740 BMA - W	715 BMA - WATER ATER OPERATING	
2023-24 ACTUAL 2	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET	
\$3,200,428	\$3,275,784	\$3,133,663	\$3,184,392	\$3,184,392	

#### 2025-26 Operating Budget BMA Water Fund – Summary (continued)

FUND 715 BMA - WATER DEPT 900 TRANSFERS

2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 CITY MGR RECOMMENDS	2025-26 APPROVED BUDGET
\$8,187,902	\$9,929,087	\$9,057,532	\$11,299,049	\$11,299,049

#### 2025-26 Operating Budget BMA Water Fund – Expenditure and Revenue Summary

#### Expenditures and Reserves

EXPENDITURES BY DEPARTMENT OR PURPOSE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
BMA - Water Operating BMA - Water Construction	\$ 3,200,428 1,305,394	\$ 3,275,784 7,500,000	\$ 3,133,663 306,009	\$3,184,392 8,000,000
Transfers Out: To Water	8,187,902	9,929,087	9,057,532	11,299,049
Total Expenditures	\$12,693,724	\$20,704,871	\$12,497,204	\$22,483,441
	Revenues			
REVENUE BY SOURCE	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 BUDGET
<b>REVENUE BY SOURCE</b> Charges for Services Interest and Investment Income Donations and Miscellaneous Debt Obligation Proceeds				
Charges for Services Interest and Investment Income Donations and Miscellaneous	<b>ACTUAL</b> \$ 10,523,917 197,558	<b>BUDGET</b> \$ 11,091,140 - -	<b>ESTIMATE</b> \$11,358,180	<b>BUDGET</b> \$11,755,739 274,059

2025-26 Operating Budget BMA Water Fund – BMA Water Operating – Line Item Detail

CONTRACTUAL SERVICES	2023-24	2024-25	2024-25	2025-26	CITY MGR	2025-26
	ACTUAL	BUDGET	ESTIMATE	REQUEST	REC	APPROVED
52210 FINANCIAL SERVICES	\$ 1,046	\$ 4,000	\$ 1,000	\$ 4,000	\$ 4,000	\$ 4,000
52910 DEBT SERVICE - INTEREST	635,912	728,730	589,609	592,779	592,779	592,779
52911 DEBT SERVICE - PRINCIPAL	2,563,470	2,543,054	2,543,054	2,587,613	2,587,613	2,587,613
TOTAL CONTRACTUAL SERVICES	\$ 3,200,428	\$ 3,275,784	\$ 3,133,663	\$ 3,184,392	\$ 3,184,392	\$ 3,184,392
TOTAL BUDGET	\$ 3,200,428	\$ 3,275,784	\$ 3,133,663	\$ 3,184,392	\$ 3,184,392	\$ 3,184,392

2025-26 Operating Budget BMA Water Fund – BMA Water Construction – Line Item Detail

CONTRACTUAL SERVICES	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIM ATE	2025-26 REQUEST	CITY M GR REC	2025-26 APPROVED
55930 OTHER IMPROVEMENTS	\$ 1,305,394	\$ 7,500,000	\$ 306,009	\$ 8,000,000	\$ 8,000,000	\$ 8,000,000
TOTAL CAPITAL OUTLAY	\$ 1,305,394	\$ 7,500,000	\$ 306,009	\$ 8,000,000	\$ 8,000,000	\$ 8,000,000
TOTAL BUDGET	\$ 1,305,394	\$ 7,500,000	\$ 306,009	\$ 8,000,000	\$ 8,000,000	\$ 8,000,000

## 2025-26 Operating Budget BMA Water Fund – Transfers – Line Item Detail

TRANSFERS OUT	2023-24 ACTUAL	2024-25 BUDGET	2024-25 ESTIMATE	2025-26 REQUEST	CITY MGR REC	2025-26 APPROVED
59510 WATER OPERATING	\$ 8,187,902	\$ 9,929,087	\$ 9,057,532	\$11,299,049	\$11,299,049	\$11,299,049
TOTAL TRANSFERS	\$ 8,187,902	\$ 9,929,087	\$ 9,057,532	\$11,299,049	\$11,299,049	\$11,299,049
TOTAL BUDGET	\$ 8,187,902	\$ 9,929,087	\$ 9,057,532	\$11,299,049	\$11,299,049	\$11,299,049

# GLOSSARY



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

- **AD VALOREM** levy imposed on the value of property. This is most commonly imposed by counties, states, and municipalities on the value of real estate.
- AGENCY FUND holds assets in an agency capacity. The assets do not belong to the municipality but are being held for another entity.
- **APPROPRIATION** authorization of a governmental unit to spend money within specified restrictions such as amount, time period, and purpose.
- ASSESSMENT process of placing a value on property for the purpose of taxation; or the amount of the valuation arising from this process.
- ASSETS economic resource that is expected to provide benefits to an entity. An asset has three vital characteristics (1) future probable economic benefit; (2) control by the entity; and (3) results from a prior event or transaction. Assets are expressed in money or are convertible into money.
- **BALANCE SHEET** statement showing an entity's financial position at the end of an accounting period. This statement is also called a *Statement of Financial Position* for governmental type funds and a *Statement of Net Assets* for business type funds. It presents the entity's assets, liabilities, and equity. The balance sheet is useful to financial statement users because it indicates the resources of the entity and what it owes.
- **BDA** Bartlesville Development Authority
- **BDC** Bartlesville Development Corporation
- **BLENDED COMPONENT UNIT** component unit included in the municipality's financial statements that is presented as a fund of the municipality. (see also Component Unit, Discretely Presented Component Unit)
- BMA Bartlesville Municipal Authority
- **BUDGET ADJUSTMENT** a reallocation of budgetary resources within a fund or department after the adoption and implementation of the original budget. These adjustments only require the approval of a director or manager.

- **BUDGET AMENDMENT** an increase or decrease in the budget of a fund that is approved after the adoption and implementation of the original budget. These amendments must be approved by the governing body.
- **BUDGET BASIS ACCOUNTING** a basis of accounting used solely for budgetary preparation and monitoring. The budget basis used by a municipality is determined by each entity individually to suit their needs and usually differs from GAAP.
- **CAPITAL ASSETS** asset purchased for use over a long period of time and not for resale. It includes land, buildings, plant and equipment, etc...
- **CAPITAL EXPENDITURE** expenditure for capital outlay. These expenditures will either increase the value of an existing capital asset or create a new capital asset.
- **CAPITAL PROJECTS FUND** a fund that accounts for financial resources to be used for the acquisition or construction of capital assets.
- **CASH BASIS ACCOUNTING** method of accounting that recognizes revenue and expenditures when cash is received or disbursed not when earned or incurred.
- **CIP** Capital Improvement Project
- **COMPENSATED ABSENCE RESERVE** appropriated budget amount that is set aside for payment of accrued compensated absences. The City uses <sup>3</sup>/<sub>4</sub> of the accrued compensated absences as a guideline.
- **COMPONENT UNIT** entity that is included in the financial statements of a municipality even though the governing bodies differ. These could be public trusts or certain nonprofit corporations that benefit the municipality. These units can be presented as either blended or discrete. (see also Blended Component Unit, Discretely Presented Component Unit)
- CURRENT ASSET asset having a life of one year or less. Examples include cash, inventory, trade receivables, and prepaid expenses.
- **CURRENT LIABILITY** liability that will be settled within one year or less. Current liabilities should be payable from current assets or other current liabilities. Examples include accounts payable, short-term notes payable, and accrued expenses payable.
- **DEBT SERVICE FUND** fund used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.
- **DEPARTMENT** operating unit of the City. Departments are organized within funds. Some departments can be further broken down into divisions.

**DISBURSEMENT** – payment by check or cash.

- **DISCRETELY PRESENTED COMPONENT UNIT** component unit that is presented on the face of the government wide financial statements as a completely separate entity from the general government. (see also Component Unit, Blended Component Unit)
- **ENCUMBRANCES** represent an unfilled obligation on contracts or purchase orders. The purpose of an encumbrance is to prevent multiple commitments from being made on the same budgeted resources. An encumbrance must be entered into the system to reserve a portion of the budgeted resources prior to committing to a contract or ordering the goods or services.
- **ENTERPRISE FUND** fund that provides services to the community for a fee. These funds follow accounting principles similar to a not-for-profit entity.
- **EQUITY** represents the difference between assets and liabilities. In governmental funds, equity is referred to as fund balance, but in business type funds, equity is referred to as net assets. (formula is "assets liabilities = equity") (see also Fund Balance, Net Assets)
- **EXPENDABLE TRUST FUND** a trust fund that can be fully spent for the designated purposes. (see also Fiduciary Fund, Expendable Trust Fund)
- **EXPENDITURE** payment of cash or property, or the issuance of a liability, to obtain an asset or service.
- **FIDUCIARY FUND** term used to describe a fund used by the government to act in a fiduciary capacity such as a trustee or agent. The government is responsible for the assets placed in its care. (see also Expendable Trust Fund)
- **FISCAL YEAR** consecutive twelve month period used by an entity to account for and report its business transactions. The City and most municipalities in the State of Oklahoma use June 30 as the last day of their fiscal year.
- FUND fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with associated liabilities and residual equities. Funds are segregated for the purpose of conducting specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.
- GAAP Generally Accepted Accounting Principles. GAAP is a set of standards, conventions, and rules accountants follow in recording and summarizing transactions and in the preparation of the financial statements.
- GASB Governmental Accounting Standards Board. GASB is the highest authority in governmental accounting.

- **GENERAL FUND** fund used to account for all assets and liabilities of a government entity except those particularly assigned for other purposes in a more specialized fund. It is the primary operating fund of the government. Much of the usual activities of a government are supported by the general fund.
- **GENERAL OBLIGATION BOND** security whose payment is unconditionally promised by a governmental unit that has the power to levy taxes. General Obligation Bonds are back by the full faith and credit (taxing power) of a municipality.
- **GOVERNMENTAL FUND** describes all funds of the government except the for profit and loss funds (i.e. enterprise fund, internal service fund, agency fund, expendable trust fund). Examples of governmental funds include the general fund, special revenue funds, debt service fund, and capital projects funds.
- **INFRASTRUCTURE** long-lived capital assets that normally cannot be moved and can be preserved for a significantly greater number of years than most capital assets. Examples of infrastructure assets include roads, bridges, tunnels, drainage systems, water and sewer systems, dams and lighting systems. Buildings are not considered infrastructure assets, except those that are part of a network of infrastructure assets, such as a dam project.
- **INTERNAL SERVICE FUND** fund used to account for goods or services given from one department to another on a cost reimbursement basis.
- LEVY imposition or collection of an assessment of specific amount.
- LIABILITY amount payable in dollars for goods received or services rendered.
- **MEASUREMENT FOCUS** the accounting convention that determines (1) which assets and which liabilities are included on a government's balance sheet and where they are reported there, and (2) whether an operating statement presents information on the flow of financial resources (revenues and expenditures) or information on the flow of economic resources (revenues and expenses).
- **MODIFIED ACCRUAL BASIS** basis of accounting in which revenues are recognized when they are available and measurable. Expenditures are generally recognized when incurred.
- **MODIFIED CASH BASIS** basis of accounting that uses elements of both the cash and accrual bases of accounting.
- **MUNICIPALITY** a political unit, such as a city or town, incorporated for local selfgovernment.

- **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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#### I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Discuss and take possible action on the Capital Improvements Program (CIP) Budget for FY 2025-2026

Attachments:

RE: Draft Capital Budget Document Exhibits A through F

#### II. STAFF COMMENTS AND ANALYSIS

In August of 2020, the citizens of Bartlesville voted to extend a one-half cent sales tax to finance capital improvements for a five year period. The authorizing ordinance stated that this sales tax is to be used for the making of capital improvements, to include, but not limited to "roads and streets, drainage improvements, water improvements, sewer improvements, machinery and equipment, furniture and fixtures, rights-of-way, all real property, all construction or reconstruction of buildings, appurtenances and improvements to real property and other costs and expenses related thereto." A specific list of improvements which is to be financed from the proceeds of this tax, to the extent funds are available is attached hereto as Exhibit A. Projects shown in green were advertised for the election and make up 70% of the anticipated revenue generated through this sales tax. While the other projects, which were approved by Council, make up the remaining 30% of the funds.

The accounting staff has identified in the FY 2025-2026 Operating Budget for the Capital Improvement Project (CIP) Sales Tax Fund a \$4,471,481 budget for new projects. Carry over projects totaling \$3,481,226 include the committed capital funding for previous fiscal year projects that have not yet been completed. Staff has compiled a list of proposed FY 2025-2026 <sup>1/2</sup> cent sales tax capital improvement projects (CIP) totaling \$3,672,560 for Council consideration. CIP carry over and proposed projects are shown in Exhibit B. Highlighted projects are priority (70%) projects. These projects have been assembled from the list of voter approved projects as shown in the original 2020 <sup>1/2</sup> cent sales tax CIP included as Exhibit A.

In addition to allocating funds from the ½ cent sales tax revenue source, proposed carry over projects are summarized for the Wastewater Regulatory Fund, City Hall Fund, and Storm Sewer Fund, as well as the 2018B, 2019B, 2022 and 2023 General Obligation Bond funds which are shown in Exhibit C. Staff is recommending proposed projects for the Wastewater Fund, Wastewater Regulatory Fund and City Hall Fund, shown in Exhibit D. Finally, staff is also recommending carry over and proposed projects for the Capital Reserve Fund which are shown in Exhibits E and F, respectively.

Changes since the workshop meeting on April 28<sup>th</sup>, 2025 are minimal and were covered at the meeting. Funds are being carried over in Capital Reserve for Strategic Plan Priorities and the

amount carried over in the Sales Tax Fund for Preventive Maintenance Streets was increased by \$175,000. Other than that, there were a couple of equations that did not calculate correctly so those have been addressed which reduces the unallocated amount in Sales Tax somewhat from what was presented in the staff report for the workshop meeting.

#### **III. RECOMMENDED ACTION**

Staff requests Council consideration of and possible action on the proposed FY 2025-2026 Capital Improvement Budget at its regular meeting on May 5<sup>th</sup>.

# EXHIBIT A

#### 2020 CIP ELECTION - FINAL PROJECT LIST - IMPLEMENTATION SCHEDULE - UPDATED 4-4-25 - FY25-26

	Project							
Description ESTIMATED SALES TAX COLLECTION	Amount	Category	FY 2021-2022 \$ 2,743,000.00	FY 2022-2023 \$ 2,743,000.00	FY 2023-2024	FY 2024-2025	FY 2025-2026 \$ 2,743,000.00	TOTAL \$ 13,715,000.00
BUDGETED SALES TAX COLLECTION					\$ 2,743,000.00 \$ 3,330,030.00		\$ 2,743,000.00	
DIFFERENCE BETWEEN ESTIMATED AND BUDGETED			\$ 167,224.00					
OVERALL TOTAL BY YEAR			\$ 2,742,860.00	\$ 2,735,760.00			\$ 2,566,160.00	\$ 12,605,500.00
EQUIPMENT			_					
General Fund Vehicle Replacement - \$285k/yr		EQUIPMENT	285,000	277,800	285,000	285,000	285,000	
Police Emergency Vehicle Replacement (8/yr)		EQUIPMENT	290,000	290,000		290,000	290,000	
Police Emergency Vehicle Equipment/Labor (8/yr) Tractor (2)		EQUIPMENT EQUIPMENT	116,000	116,000	Funded FY 22-23	116,000 Funded FY 23-24	116,000	
Body Worn Cameras (10/yr)	,	EQUIPMENT	20,000	20,000	20,000	20,000	20,000	
Taser Lease Purchase (55/yr)		EQUIPMENT	17,060	17,060	20,060	20,060	17,060	
Zero Turn Mowers (5)	50,000	EQUIPMENT		30,000		,	20,000	
Finish Mower (2)	44,000	EQUIPMENT				Funded FY 23-24		
Trim & Surround Mower		EQUIPMENT		45,974				
T-Mower		EQUIPMENT						used 2025 GO Bond
Deck Mower		EQUIPMENT						used 2025 GO Bond
Greens Mower Heavy Duty Utility Vehicle	28,700	EQUIPMENT EQUIPMENT						used 2025 GO Bond used 2025 GO Bond
Rough Mower Tractor	28,100	EQUIPMENT						used 2025 GO Bond
24 Hour Dispatch Chairs (3/yr)	23,700	EQUIPMENT	4,800	4,800	4,800	4,800	4,800	2000 2020 GO DOIN
Brush Hog	22,000	EQUIPMENT	22,000	.,	.,	.,	.,000	
Lightweight Utility Carts (2)	20,500	EQUIPMENT			20,500			
Top Dresser	15,500	EQUIPMENT		16,126			-	
Bunker Rake	15,500	EQUIPMENT					15,500	
Z411KW-3-48 (Kubota Zero Turn Mower) FY 20-21 Capital Reserve	6,500	EQUIPMENT	FUNDED 675	-				
DR Pro 26 14.5 HP Brush Mower BUILDINGS AND FACILITIES	3,000	EQUIPMENT		3,000				
Annual IT Equipment Replacement (PC's, monitors, etc.)	200.000	BUILDINGS & FACILITIES	58,000	65,000	65,000	57,000	55,000	
Virtual Desktop Server Refresh (7)		BUILDINGS & FACILITIES	160,000	65,000	65,000	57,000	55,000	
City Hall Cooling Tower Replacement		BUILDINGS & FACILITIES	126,500					
Miscellaneous Building Improvements (\$25k/yr)		BUILDINGS & FACILITIES	25,000	25,000	25,000	25,000	25,000	
City-Wide Microsoft Office Upgrades		BUILDINGS & FACILITIES		,		82,500		
City Hall Roof Repair	70,500	BUILDINGS & FACILITIES	70,500					
Sharepoint Server	,	BUILDINGS & FACILITIES				60,000		
Secondary Site Server Relocation/Refresh	57,000	BUILDINGS & FACILITIES	57,000			45.000		
Upgrage City Servers (8) City Hall Carpet Replacement	45,000 39,200	BUILDINGS & FACILITIES BUILDINGS & FACILITIES				45,000	39,200	
Exchange Server License and User License Upgrade (370)	35,000	BUILDINGS & FACILITIES		35,000			59,200	
Core Phone System Upgrade	,	BUILDINGS & FACILITIES		00,000			35,000	
Library Server Replacement (2)	30,000	BUILDINGS & FACILITIES			30,000			
Operations Server Room Upgrade	30,000	BUILDINGS & FACILITIES	30,000					
City Hall Server Room A/C Replacement/Upgrade		BUILDINGS & FACILITIES		25,000				
City-Wide Camera Update/Addition (12)		BUILDINGS & FACILITIES					18,600	
Dispatch UPS	18,000	BUILDINGS & FACILITIES					18,000	
Plan Review Tables (2) Dispatch Radio Computers (4)	17,000 25,000	BUILDINGS & FACILITIES BUILDINGS & FACILITIES					17,000 25,000	
BCC Speaker Replacement	25,000	BUILDINGS & FACILITIES BUILDINGS & FACILITIES	75,000				- 25,000	
BCC Security System Replacement	,	BUILDINGS & FACILITIES	78,000	-			_	
STREETS & BRIDGES	,		. 2,200					
Street Repair/Reconstruction/Prev. Maintenance	4,500,000	STREETS & BRIDGES	587,000	1,238,000	950,000	1,000,000	725,000	
Street Repair/Reconstruction/Prev. Maintenance Discretionary	,	STREETS & BRIDGES					500,000	
Update Pavement Condition Model/Street Sign Assessment	100,000	STREETS & BRIDGES	100,000	-				
PARKS & RECREATION								
Downtown Landscape Improvements		PARKS & RECREATION			800,000			
Sunset Pathfinder Extention & Pedestrian Bridge Lifecycle Replacement of Playground Wood Mulch (\$50k/yr)		PARKS & RECREATION	F0.000	E0.000	E0.000	-	E0.000	used 2025 GO Bond
Lifecycle Replacement of Playground Wood Mulch (\$50K/yr) Pathfinder Parkway - Maintenance/Repair		PARKS & RECREATION PARKS & RECREATION	50,000	50,000 <b>257,000</b>	50,000	50,000	50,000	
Sooner Pool Liner Epoxy Repair		PARKS & RECREATION	200,000	237,000				
Artunoff Softball/MJ Lee Parking Lot		PARKS & RECREATION	160,000					
Frontier Pool Liner Epoxy Repair		PARKS & RECREATION	100,000					
Lifecycle Replacement of Park Amenities (\$15k/yr)		PARKS & RECREATION	15,000	15,000	15,000	15,000	15,000	
Security Lighting in Parks		PARKS & RECREATION				75,000		
Replacement of Shade Structures - Sooner and Frontier Pools		PARKS & RECREATION		30,000	30,000			
Douglas Park Parking Lot	-	PARKS & RECREATION	50,000	50.000				
JoAllyn Lowe Turf Reestablishment Replace Roof on North End of Pro Shop		PARKS & RECREATION PARKS & RECREATION		50,000		50 000	Moved to YR 4	original budget \$30k
Irrigation Control System		PARKS & RECREATION	21,000			50,000	MOVED TO TR 4	Sugna budget 230K
Oak Park Basketball Court		PARKS & RECREATION	21,000	100,000				
DRAINAGE								
Choctaw Drainage	250,000	DRAINAGE					250,000	
Drainage Materials (\$25k/yr)	125,000	DRAINAGE	25,000	25,000	25,000	25,000	25,000	

# EXHIBIT B

		MENDED CAR		JEC13
CAPIT		IENT PROJECT		Y 2025-2026
OA II	AL INIT TO TEN	LATTROJEOT	110010411-1	12020-2020
PROJECT NAME AND DESCRIPTION	ORIGINAL/ MODIFIED BUDGET	BUDGET TO CARRY OVER	FISCAL YEAR PROJECT APPROVED	NOTES
Equipment				
Brush Hog	\$22,000	\$22,000	2021-2022	Brush hog for Parks Department to replace existing
Zero Turn Mowers	\$30,000	\$20,000	2022-2023	Zero turn mowers for Parks Department
Facilities	-			
Land for Abatement Building	\$100,000	\$100,000	2024-2025	
Community Center Security System Replacement	\$78,000	\$150,000	2021-2022	
City-Wide Microsoft Office Upgrades	\$82,500	\$82,500	2024-2025	
Sharepoint Server	\$60,000	\$60,000	2024-2025	
Upgrade City Servers (8)	\$45,000	\$45,000	2024-2025	
Wireless Upgrade (13)	\$15,000	\$15,000	2021-2022	
Engineering				
Update City Wide Aerial Topography	\$57,378	\$100,000	2017-2018	Update aerial topography used for GIS maps/project design
Storm Sewer				
Drainage Materials	\$25,000	\$99,500	2021-2022	
Turkey Creek Clearing	\$50,000	\$50,000	2024-2025	
Jefferson Rd Drainage	\$100,000	\$100,000	2024-2025	
Streets & Bridges				
Sunset Bridge Supplement	\$525,000	\$1,200,000	2024-2025	
Preventive Maintenance Streets (FY 24-25)	\$1,000,000	\$275,000	2024-2025	
Parks				
Lifecycle replacement of playground amenities (\$15k/yr)	\$57,226	\$57,226	2021-2022	Evergreen project receives \$15k/yr
Jo Allyn Lowe Turf Restablishment	\$50,000	\$40,000	2022-2023	
Dak Park Basketball Court	\$100,000	\$150,000	2022-2023	
Park Entry Signage	\$40,000	\$40,000	2023-2024	
Downtown Landscape Improvements	\$800,000	\$800,000	2023-2024	
Security Lighting in Parks	\$75,000	\$75,000	2024-2025	

Projects highlighted were advertised in 2020 election

		COMMENDED PROJECT	ſS
		ENT SALES TAX (449)	
CAPITAL	IMPROVEMEN	T PROJECT PROGRAM	- FY 2025-2026
PROJECT NAME AND DESCRIPTION	AMOUNT REQUESTED	YEAR ESTIMATED FUNDING	NOTES
	REQUESTED	IN ONIONAL STEAM FLAN	
Equipment			
General Fund Vehicle Replacement (285k/yr)	\$300,000	2025-2026	
Police Department Vehicles (\$290k/yr)	\$460,000	2025-2026	
Police Vehicle Equipment/Labor (\$116/yr)	\$217,500	2025-2026	
Body Worn Cameras (10/yr)	\$39,000	2025-2026	\$20k/yr originally planned
Taser Lease Purchase (55/yr)	\$20,060	2025-2026	\$17,060 originally planned
24-Hour Dispatch Chairs (3/yr)	\$6,400	2025-2026	\$4,800 originally planned
UTV for Park Enforcement	\$25,000	Not Included	Code Enforcement
Dumper Trailer - Bumper Pull	\$15,000	Not Included	Code Enforcement
Underground Utility Marker	\$6,000	Not Included	Building Maintenance Dept
Bunker Gear (x34)	\$125,000	Not Included	Fire Dept
Fertilizer Spreader - Tow Behind	\$10,000	Not Included	Parks Dept
Zero Turn Mowers (2 of 5)	\$20,000	2025-2026	Parks Dept
Buildings and Facilities			
New Abatement Storage Building	\$150,000	Not Included	
Annual IT Equipment Replacement	\$55,000	2025-2026	
Miscellaneous Building Improvements (\$25k/yr)	\$25,000	2025-2026	
City Hall Carpet Replacement	\$100,000	2025-2026	\$39,200 originally planned
Core Phone System Upgrade	\$35,000	2025-2026	
City-Wide Camera Update/Addition (12)	\$18,600	2025-2026	
Dispatch UPS	\$18,000	2025-2026	
Plan Review Tables (2)	\$17,000	2025-2026	
Dispatch Radio Computers (4)	\$25,000	2025-2026	
Airport FAA and ODAA Grant Match	\$150,000	Not Included	

#### STAFF RECOMMENDED PROJECTS (ctd) 1/2 CENT SALES TAX (449) CAPITAL IMPROVEMENT PROJECT PROGRAM - FY 2025-2026

Streets & Bridges	-		
Preventative Maintenance Street Repair (FY 25-26)	\$725,000	2025-2026	Annual funds for Preventative Maintenance Street Repair program
Preventative Maintenance Street Repair (FY 25-26)	\$500,000	2025-2026	Annual funds for Preventative Maintenance Street Repair program
Parks & Recreation			
Lifecycle Replacement of Playground Wood Mulch (\$50k/yr	\$50,000	2025-2026	
Lifecycle Replacement of Playground Amenities (\$15k/yr	\$15,000	2025-2026	Funds for replacement of playground equipment, water fountains, benches, etc
Drainage			
Drainage Materials (\$25k/yr)	\$25,000	2025-2026	Materials for Street Department personnel to make improvemennts to City drainage systems
Choctaw Drainage	\$250,000	2025-2026	Open Channel and Pipe work at 13th and Choctaw
Sooner Park Loop Drainage	\$150,000	Not Included	Runoff diversion to alleviate home flooding east of Sooner Park
Arbor Drainage (Flume)	\$120,000	Not Included	Concrete flume construction to alleviate erosion and provide City access to regional detention pond
TOTAL	\$3,672,560		
Projects highlighted were advertised in 2020 election			

# EXHIBIT C

		REGULATORY PROJECT PRO	OGRAM - FY 2025-20	26
PROJECT NAME AND DESCRIPTION	ORIGINAL BUDGET	BUDGET TO CARRY OVER	FISCAL YEAR PROJECT APPROVED	NOTES
Replace FEB Liner at Tuxedo LS	\$250,000	\$10,000	2024-2025	
Turkey Creek 36" Sewer Line - Eval/Design	\$100,000	\$100,000	2024-2025	
TOTAL		\$110,000		

	CITY	HALL FUND (45	VER PROJECTS 5) ) )GRAM - FY 2025-20	026
PROJECT NAME AND DESCRIPTION	ORIGINAL BUDGET	BUDGET TO CARRY OVER	FISCAL YEAR PROJECT APPROVED	NOTES
City Hall HVAC Controls Retrofit	\$100,000	\$200.000	2023-2024	
TOTAL		\$200,000		

\$308,106 is the total amount available for allocation. This fund is comprised of money collected from the 4th floor lease of City Hall.

#### STAFF RECOMMENDED CARRY OVER PROJECTS STORM SEWER FUND (457) CAPITAL IMPROVEMENT PROJECT PROGRAM - FY 2025-2026

PROJECT NAME AND DESCRIPTION	ORIGINAL BUDGET	BUDGET TO CARRY OVER	FISCAL YEAR PROJECT APPROVED	NOTES
torm Sewer Assessment	\$51,963	\$64,833	2022-2023	Assess condition of corrugated metal pipes within storm system

\$70,379 is the total amount available for allocation. This fund is comprised of savings from the 1997 General Obligation Bond funds that were dedicated to storm sewer system improvements as well as the continued receipt of storm water detention in-lieu fees from private development.

STAFF R		DED CARRY O' SOND FUNDS (4	VER PROJECTS 483)	
CAPITAL IMPR	OVEMENT	PROJECT PRO	GRAM - FY 2025-2	026
PROJECT NAME AND DESCRIPTION	ORIGINAL BUDGET	BUDGET TO CARRY OVER	FISCAL YEAR PROJECT APPROVED	NOTES
Storm Sewer Assessment	\$31,386	\$31,386	2024-2025	
TOTAL	\$31,300	\$31,386	2024-2025	
Highlighted projects are 70% designated projects listed on th	e 2018 Bond Elect	tion		
\$31,386 is the total amount available for allocation. This fun balance of this fund is recommended to be held as a conting				the 2018 G.O. Bond election. The

	2019B B	DED CARRY O OND FUNDS (4 PROJECT PRO	486)	
PROJECT NAME AND DESCRIPTION	ORIGINAL BUDGET	BUDGET TO CARRY OVER	FISCAL YEAR PROJECT APPROVED	NOTES
8th Street Storm Drain Rehab	\$200,570	\$300,000	2019-2020	Funds to replace existing clay tile pipe storm drain along 8th Street between Shawnee and Choctaw
τοτα	L	\$300,000		
Highlighted projects are 70% designated projects listed or	the 2018 Bond Elect	ion		

\$322,278 is the total amount available for allocation. This fund is from the 2019B G.O. Bond issuance, authorized by voters through the 2018 G.O. Bond election. The balance of this fund is recommended to be held as a contingency for the above listed projects and for future funding of projects.

CAPITAL IMP		OND FUNDS (4 PROJECT PRO	GRAM - FY 2025-20	26
PROJECT NAME AND DESCRIPTION	ORIGINAL BUDGET	BUDGET TO CARRY OVER	FISCAL YEAR PROJECT APPROVED	NOTES
Bridge Rehabilitation - Sunset over Butler Creek	\$1,000,000	\$396,133	2022-2023	
Douglass Park Shelter	\$80,000	\$80,000	2022-2023	
ΤΟΤΑΙ	L	\$476,133		
Highlighted projects are 70% designated projects listed on	the 2020 Bond Elect	ion		

\$476,133 is the total amount available for allocation. This fund is from the 2022 G.O. Bond issuance, authorized by voters through the 2020 G.O. Bond election. The balance of this fund is recommended to be held as a contingency for the above listed projects and for future funding of projects.

STAFF RECOMMENDED CARRY OVER PROJECTS
2023 BOND FUNDS (489)
CAPITAL IMPROVEMENT PROJECT PROGRAM - FY 2025-2026

PROJECT NAME AND DESCRIPTION	ORIGINAL BUDGET	BUDGET TO CARRY OVER	FISCAL YEAR PROJECT APPROVED	NOTES
City Hall Window Replacement	\$300,000	\$300,000	2023-2024	
Central Fire Station Roof Repair	\$154,500	\$169,815	2023-2024	
Yale Asphalt Rebuild	\$850,000	\$10,000	2023-2024	Carry over for construcion testing
Highland Concrete Panel & Mill/Overlay	\$575,000	\$544,500	2023-2024	Bid May 2025
Wilshire & Waverly Concrete Panel Rehab	\$550,000	\$550,000	2023-2024	Bid May 2025
Dewey Asphalt Mill/Overlay (Adams to 16th)	\$375,000	\$286,500	2023-2024	Bid June 2025
Oakdale Concrete Panel Rehab	\$275,000	\$275,000	2023-2024	Bid May 2025
Southport Asphalt Mill/Overlay	\$265,000	\$265,000	2023-2024	Bid June 2025
Madison Reconstruction (Tuxedo to Water Tower)	\$225,000	\$118,700	2023-2024	Savings due to under budget bids - carry for ROW acquisition
Quail Ridge Asphalt Mill/Overlay	\$250,000	\$250,000	2023-2024	Bid June 2025
Cambridge Asphalt Mill/Overlay	\$225,000	\$225,000	2023-2024	Bid June 2025
Braddock Asphalt Mill/Overlay	\$200,000	\$200,000	2023-2024	Bid June 2025
Paint Striper	\$220,000	\$220,000	2023-2024	Equipment for Street Department
Basketball Courts w/ Gaga Ball Pit	\$100,000	\$100,000	2023-2024	
Sooner Park Restroom Remodel	\$80,000	\$80,000	2023-2024	
Bicycle Signage	\$40,000	\$40,000	2023-2024	
Front Mount Mowers (4)	\$100,000	\$100,000	2023-2024	
TOTAL		\$3,734,515		
Highlighted projects are 70% designated projects listed on	the 2020 Bond E	lection		

\$4,163,794 is the total amount available for allocation. This fund is from the 2023 G.O. Bond issuance, authorized by voters through the 2020 G.O. Bond election. The balance of this fund is recommended to be held as a contingency for the above listed projects and for future funding of projects.

# EXHIBIT D

STAFF REC	COMMENDED P	ROJECTS
WAST	EWATER FUND	(453)
CAPITAL IMPROVEMEN	T PROJECT PR	OGRAM - FY 2025-2026
PROJECT NAME AND DESCRIPTION	AMOUNT REQUESTED	NOTES
		nin
Replace Impeller/Wear Ring at RAW, Shawnee, and Tuxedo LS	\$75,000	
TOTAL	\$75,000	
\$140,148 is the total amount available for allocation. This fun- subdivisions and commercial developments, which was appro		

# STAFF RECOMMENDED PROJECTS WASTEWATER REGULATORY FUND (454) CAPITAL IMPROVEMENT PROJECT PROGRAM - FY 2025-2026 PROJECT NAME AND DESCRIPTION AMOUNT REQUESTED NOTES Replace Generator (Nebraska/Covington/Silver Lake) \$80,000 TOTAL \$105,000

\$376,393 is the total amount available for allocation. This fund is comprised of money collected via the wastewater capital investment fee from the utility bill.

	ECOMMENDED F	
		ROGRAM - FY 2025-2026
PROJECT NAME AND DESCRIPTION	AMOUNT REQUESTED	NOTES
Miscellaneous Improvements to City Hall	\$20.000	
TOTAL	\$20,000	
\$308,106 is the total amount available for allocation. This fund	l is comprised of money o	collected from the 4th floor lease of City Hall.

## EXHIBIT E

PROJECT NAME AND DESCRIPTION	ORIGINAL BUDGET	BUDGET TO CARRY OVER	FISCAL YEAR PROJECT APPROVED	NOTES
Strategic Plan Priorities	\$250,000	\$100,000	2023-2024	
City Hall Restroom Remodel	\$300,000	\$300,000	2021-2022	
City Hall Lighting and Efficiency Upgrades	\$200,000	\$200,000	2021-2022	
City Hall Security Upgrades	\$351,000	\$350,000	2022-2023	
City Hall Staircase Column Rehabilitation	\$20,000	\$20,000	2021-2022	Replace concrete shroud around steel columns - existing concrete spalling
Zoning Code Update	\$180,000	\$180,000	2024-2025	
Subdivision Regulations Update	\$80,000	\$80,000	2024-2025	
Miscellaneous Office Equipment	\$25,000	\$25,000	2024-2025	
Storage Building (Fire)	\$20,000	\$20,000	2022-2023	
Thermoplastic Striper	\$15,000	\$15,000	2021-2022	Street Department
Library Smoke Detector Replacement (x32)	\$6,000	\$6,000	2024-2025	
Bucket Truck	\$35,000	\$35,000	2021-2022	Parks Department
Downtown Landscaping Supplemental Funding	\$300,000	\$300,000	2023-2024	
Sod Replacement	\$20,000	\$100,000	2022-2023	Golf Course
Concrete Cart Path Replacement (materials)	\$40,000	\$40,000	2024-2025	Golf Course
Total General Fund		\$1,771,000		
Engineering Design for WWTP	\$1,700,000	\$250,000	2022-2023	
Total Wastewater Plant		\$250,000		
New AMI System	\$7,500,000	\$8,000,000	2024-2025	
Total Water Distribution		\$8,000,000		
Roll Off Refuse Truck	\$175,000	\$175,000	2021-2022	
Roll Off Refuse Truck (2)	\$350,000	\$350,000	2023-2024	
2 and 3 CY Containers (36)	\$36,000	\$25,000	2023-2024	
30 CY Roll Offs (6)	\$42,000	\$17,000	2023-2024	
One Ton Truck (2)	\$90,000	\$90,000	2023-2024	
Total Sanitation		\$657,000		
TOTAL		\$10,678,000		

## EXHIBIT F

### STAFF RECOMMENDED PROPOSED PROJECTS CAPITAL RESERVE FUND (675) CAPITAL IMPROVEMENT PROJECT PROGRAM - FY 2025-2026

PROJECT NAME AND DESCRIPTION	PROPOSED BUDGET	FISCAL YEAR PROJECT APPROVED	NOTES
Fuel Farm Tank Gauging System Upgrade	\$35,000	2025-2026	Airport
Rotary Brush	\$6,000	2025-2026	Airport
Exchange Server Upgrade	\$27,500	2025-2026	IT
14K Auto Lift	\$20,000	2025-2026	Garage
New Engine 2 with ARFF Foam Capabilities	\$950,000	2025-2026	Fire
SCBA (x12)	\$87,060	2025-2026	Fire
14K Tilt Deck Trailer	\$15,000	2025-2026	Street Department
Sidewalk Infill and Partnership Program	\$100,000	2025-2026	Half for partnership program and half to contract out infill projects
Library Mechanical Room Piping Replacement	\$60,000	2025-2026	
Total General Fund	\$1,300,560		
Replace 1/2 Ton Truck 4x4	\$70,000	2025-2026	
Total Wastewater Plant	\$70,000		
Sewer Line Point Repairs/Replacement (contract	6250.000	2025-2026	
and materials)	\$350,000	2025-2026	
Replace Vactor Truck with Root Foaming	\$700,000	2025-2026	
Replace 1.25 Ton with utility bed	\$75,000	2025-2026	Replaces 2017 model
Replace Excavator	\$200,000	2025-2026	Replaces 2015 unit
Total Wastewater Maintenance	\$1,325,000		
Replace Polymer Skits at WTP	\$175,000	2025-2026	
Replace Roof at WTP	\$850,000	2025-2026	
Total Water Plant	\$1,025,000		
Replace Water Lines (contracts and materials)	\$500,000	2025-2026	
Dump Truck (10 wheel)	\$220,000	2025-2026	Replaces 2005 unit
1.25 Ton utility bed truck	\$75,000	2025-2026	Replaces 2017 unit
Total Water Distribution	\$795,000	· · · ·	
Rear Load Refuse Truck (2)	\$600,000	2025-2026	
Total Sanitation	\$600,000		
TOTAL	\$5,115,560	· · · · · · · · · · · · · · · · · · ·	

		8	9	12			
	Budget	YTD Actual	Estimate	Projection	PROPOSED	YoY	Baseline
	FY 2024-25	Feb '25	March '25	June '25	FY 2025-26	Variance	FY 2026-2
Revenue							
Cash carryover from prior year	234,988	234,988		234,988	270,552	115%	
City of Bartlesville	839,749	559,833	69,979	839,750	690,000	82%	
Interest	-	16,226	1,894	24,160	000,000	0270	
Other Income		,	.,	,			
	1,074,737	811,047	71,873	1,098,898	960,552	89%	
Personnel							
Salaries	501,677	334,451	41,806	501,677	450,284	90%	361,5
Payroll Taxes	37,016	24,335	3,216	36,735	34,447	93%	20,3
Employee Benefits	108,656	71,026	9,491	107,356	112,557	104%	99,4
Professional Dev.	5,000	2,100	300	3,200	5,000	10470	55,4
Troicisional Bev.	652,349	431,912	54,813	648,967	602,288	92%	481,3
			-				
Administration & Program Support Accounting & Auditing	35,000	41,836	(100)	55,754	40,000	114%	
Administrative Fees & Leases	25,084	16,722	2,090	25,083	22,514	90%	
Automobile	25,084	49	2,090	25,085	22,314	90% 1%	
	2,500	1,534	- 805	4,754	2,500	100%	
Equipment & Furniture				,			
Communications	6,000	3,809	383	5,341	5,500	92% 100%	
Dues, Fees & Subscriptions	19,000	12,105	2,313	21,357	19,000 7,000	78%	
Insurance	9,000	6,345	-	6,345	,	-	
Repair & Maintenance	3,000	1,505	476	3,409	3,000	100% 93%	
Legal Fees	27,000	13,080	- 117	14,802	25,000		
Office Supplies	2,500	1,640		2,108	2,500	100%	
Property/Project Management	5,000	-	-	2,500	2,500	50%	
Office & Facility Rent	22,500	15,000	1,875 -	22,500	22,500	100%	
Special Project Reserve SLV Conservation	75,000 10,000	-	-	-	75,000 10,000	100% 100%	
SEV Conservation	266,584	- 113,625	7,959	- 164,203	237,264	89%	
Program	200,504	113,025	7,959	104,203	237,204	09%	
Advertising & Marketing	60,000	6,800	608	9,232	25,000	42%	
Contingency	75,000	-	-	-	75,000	100%	
Promotional Items & Gifts	304	-	-	-	500	164%	
Prospect Visits	2,000	-	-	-	2,000	100%	
Research	6,000	3,600	-	3,600	6,000	100%	
Travel	10,000	2,027	79	2,343	10,000	100%	
Trade Shows & Events	2,500	-	-	-	2,500	100%	
	155,804	12,427	687	15,175	121,000	78%	
TOTAL REVENUE	1,074,737			1,098,898	960,552	89%	
TOTAL EXPENSE	1,074,737			828,345	960,552	89%	
Revenue over Expense	-			270,552	0		
		Special Dro	ject Reserve	(75,000)			
			Conservation	(10,000)			
		Silver Lake	Contingency	(75,000)			
=			Conungency	(10,000)	-		

110,552

Projected FY 24/25 Adjusted Operations

72%

55%

93%

74%

#### **ECONOMIC DEVELOPMENT AGREEMENT**

THIS AGREEMENT made and entered into this <u>5th</u> day of May, 2025, but to become effective July 1, 2025, by and between the CITY OF BARTLESVILLE, OKLAHOMA, a municipal corporation, hereinafter referred to as "CITY', and BARTLESVILLE DEVELOPMENT AUTHORITY, an Oklahoma Trust, hereinafter referred to as "BDA",

#### WITNESSETH:

WHEREAS BDA has been formed for the purpose of furthering economic development in the Bartlesville area and City wished to contract with BDA for such purposes and BDA also desires to enter into such an agreement with City.

NOW THEREFORE, for valuable consideration, the receipt of which is hereby acknowledged by both parties hereto, the parties hereto hereby agree as follows:

1. <u>PURPOSE</u>. BDA agrees to use its best efforts to further the economic development of the City of Bartlesville and its surrounding area. It will use its best efforts to promote Bartlesville as a community of excellence, known for a superior lifestyle, a diverse economic base, and a highly skilled workforce which foster the growth of tourism and business, providing quality employment opportunity for all citizens.

BDA has presented a strategic plan and a budget to fund its operational expenses for the period from July 1, 2025 through June 30, 2026, copies of which are attached hereto and incorporated herein.

2. <u>FUNDING</u>. City agrees to pay to BDA the sum of \$690,000 which sum shall be paid by City to BDA 1/12 of said amount by no later than the 15th day of each month starting in July 2025, and appropriates to BDA the unrestricted funds remaining with BDA on June 30, 2025 (estimated to be approximately \$270,552) to fund the attached budget starting on July 1, 2025.

All funds appropriated to BDA by City shall be used for a proper public purpose. In the event BDA shall desire to expend funds for other purposes, it shall be entitled to do so but shall be obligated to make expenditures from private funds raised and accounted for separately from public funds. On or prior to June 30<sup>th</sup> of each year, BDA agrees to submit to City its annual action program, goals, and proposed budget which will help form the basis for the amount to be appropriated by City. It being clearly understood that City is under no legal obligation to appropriate funds for another year.

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3. <u>TERM</u>. This agreement shall expire on June 30, 2026, but it is intended that the relationship between the parties be a long-term relationship with agreements similar to this agreement, being signed by the parties on an annual basis.

4. <u>REPORTING</u>. BDA will report to the City Council when so requested by City regarding its financial standing and its economic development plans and all else it may deem appropriate, including any specific subject requested by City. All such reports shall be open records in accordance with the open records laws of the State of Oklahoma.

5. <u>MEETINGS.</u> The BDA will comply with the provisions of the Oklahoma Open Meetings Act.

6. <u>AMENDING ARTICLES</u>. Article VII of the First Amendment to the Trust Indenture provides a method for selecting the members of the Board of Trustees and other provisions relating to their terms. BDA agrees that this portion of its Trust Indenture not be further amended without the prior approval of the Bartlesville City Council.

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7. <u>CODE OF ETHICS</u>. The parties agree that BDA has presented to the City Council a Code of Ethics policy which policy has been reviewed and approved by the City Council and said policy shall remain in effect during this contract period.

8. <u>BIDDING.</u> BDA is encouraged to institute a policy of seeking competitive bids relating to the expenditure of its funds whenever possible. It is recognized that bidding is not always possible or practical but to the extent that BDA finds it advantageous, it is encouraged to seek competitive bids. In addition, BDA will comply with the Public Competitive Bidding Act of 1974.

9. <u>INDEPENDENT CONTRACTOR</u>. BDA is an independent contractor to the City in connection with this agreement. The officers and employees of BDA involved in the program of this contract shall not be considered for any purposes to be the officers of City.

10. <u>AUDIT</u>. The parties agree that the City shall annually cause an audit by an independent auditor to be made of the records of BDA to the extent that they involve directly or indirectly the expenditure of funds appropriated to BDA by City pursuant to this agreement. The cost of such an audit shall be borne by BDA.

11. <u>RIGHT TO SUBCONTRACT</u>. It is understood and agreed that BDA may itself perform its obligations and duties relating to economic development or that it may subcontract certain portions of its duties and responsibilities to other parties. However, in the event that certain duties are subcontracted, BDA will remain responsible to City for the results.

12. <u>PROHIBITION ON EMPLOYMENT.</u> It is agreed that the Chief Executive Officer of the BDA will be only employed by and responsible to the BDA. Specifically, the Chief Executive Officer of the BDA will not also be employed by the Bartlesville Regional Chamber of Commerce or any related or similar entity.

13. <u>EXISTING INCENTIVE CONTRACTS</u>. In addition to its other duties, BDA shall be responsible for the monitoring of existing and future incentive agreements between City and other entities and shall report to City relative to compliance with existing contracts.

THIS AGREEMENT shall be binding upon the parties hereto, their successors and assigns.

### CITY OF BARTLESVILLE

BY\_\_\_\_\_ Mayor

\_\_\_\_\_

ATTEST:

City Clerk

### BARTLESVILLE DEVELOPMENT AUTHORITY

By\_\_\_\_\_ President & CEO

ATTEST:

Secretary

#### **Background:**

Metal Goods Manufacturing and KC Welding is a family owned business located at 428 W. 8<sup>th</sup> Street in Bartlesville, OK. Chris McAbrey is the current President and CEO. From their website:

MGM was incorporated in 1939 and has been located in Bartlesville since its beginning. The company's first products were <u>laboratory equipment</u> used for sampling and testing gasolines and liquefied petroleum gases. The company founder held several patents for these lab products that are still being manufactured and distributed throughout the world today. In the post WWII period, MGM successfully designed and patented a line of <u>tank car products</u>, including liquid level gauges used in rail tank cars, ships and barges. In 1963, MGM designed and patented an improved liquid level gauge. It was smaller, lighter, more accurate and reliable. Elevated environmental concerns in the late 1980s necessitated another design update. This gauging device, <u>Model 275</u>, is currently being manufactured with many thousands in service. The company developed a line of <u>excess flow check valves</u> and <u>back pressure check</u> <u>valves</u> manufactured from materials designed specifically to withstand the harsh environment used in Anhydrous Ammonia service. Like the lab line, this line of valves continues to be manufactured today and has been expanded into many configurations and materials suitable for a full range of liquids and gases and closing flows.

MGM has embraced technology to design and manufacture parts and components that are shipped world-wide. Through investment in people, equipment and systems, MGM has been able to achieve a culture of continuous improvement. This has enabled MGM to both meet and exceed the demands of a diverse industrial customer base.

MGM is located in Bartlesville, OK in a 25,000 square feet manufacturing facility. As with any successful enterprise, an experienced and motivated workforce is essential, and MGM's success is due, in large part to the employees on staff.

MGM has an opportunity to purchase the 25,000 sq. ft. building located across the parking lot from their existing facility, effectively doubling their current footprint and allowing them to expand their operation significantly to keep up with industry demand. After renovations and build out the total investment in the property should exceed \$1,500,000. The \$750,000 purchase also comes with a substantial expandible raw land footprint for future growth.

This request is for a \$600,000 allocation from the Economic Development Fund as an incentive to create 40 new jobs for the MGM expansion in the form of a forgivable loan to be reconciled at the end of the calendar year annually for 10 years or until the 40 job hiring target is achieved. A second mortgage on physical property and personal guaranty of ownership will be required.

#### **Action Item:**

Discuss and take possible action on a recommendation by the Bartlesville Development Authority to appropriate \$600,000 from the Economic Development Fund to Paxterra, LLC/Metal Goods Manufacturing to be utilized toward the purchase and renovation of property located at 417 W. 8th Street supporting the addition of 40 employees. Presented by Chris Batchelder, Vice President, Bartlesville Development Authority.

#### Visitors Inc. Annual Report 2024-2025



Key Metric	2024-2025	2023-2024	2022-2023
(1) Total Visitors Inc. Economic Impact*	\$ 39,250,291	\$ 37,835,672	\$ 34,701,929
(2) Total Attendance - Visitors Inc. Events	169,907	122,676	115,334
(3) Total Visitor Spending - Visitors Inc. Events**	\$ 18,985,719	\$ 16,609,199	\$ 15,087,795
(4) Hotel Tax Generated - Visitors Inc. Events	\$ 107,338	\$ 116,828	\$ 110,978
(5) Sales Tax Generated - Visitors Inc. Events	\$ 740,443	\$ 647,759	\$ 588,424
(6) Visitors Inc. Total Fiscal Impact*** (4+5)	\$ 847,781	\$ 764,587	\$ 699,402
(7) EDF contribution/support	\$ 445,000	\$ 402,000	\$ 352,000
(8) Direct return on investment	91%	90%	99%

Economic impact includes multiplier & assumptions provided by state tourism department (\$52 day visitor / \$178 overnight visitor)
 Total dollars spent at Visitors Inc. events
 Total Fiscal impact = sales tax revenue + hotel tax revenue

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#### 2024-2025 Key Highlights

Updated information will be available at council meeting.

		E
	2025-2026	Budget
Revenue		
	City Contract	445,000
	CO-OP Advertising	6,700
	VIC Income	175
	Meetings	375
	Cash Carryover (potential)	43,790
	Total Revenue	496,040
Expenses		
	Personnel	
7010	Salaries	165,000
7020	Payroll Taxes	12,500
7030	Employee Benefits	30,200
7050	Outside Services	1,000
	Total Personnel	208,700
Administrative/Pro	ogram Support	
7100	Accounting and Auditing	8,900
7105	Administrative Fees & Leases	7,776
7130	Equipment and Furniture	1,200
7140	Communications	2,300
7150	Contingency	2,000
7180	Dues, Fees and Subscriptions	16,000
7185	Insurance	2,000
7190	Repair and Maintenance	1,100
7200	Meetings/Events	1,500
7210	Office Supplies	250
7270	Office and Facility Rent	17,400
	Total Admin/Program Support	60,426
1		
Marketing Program	n	
7110	Advertising and Marketing	99,000
7220	Printing & Distribution	39,000
7230	Grant Funding	33,000
7240	Promotional Items	14,000
7280	Trade Shows/ Travel	13,000
7300	Website	1,000
	Total Marketing Program	199,000
	TTL Expense	468,126



### I. SUBJECT, ATTACHMENTS, AND BACKGROUND

Presentation, discussion and possible action to approve a resolution of the City Council adopting amendment of the Endeavor 2045 Comprehensive Plan for the City of Bartlesville.

Attachments: (1) Comparison between Adopted Plan (11/4/2024), and Proposed Amendments

- (2) Proposed Amended Comprehensive Plan, redline
- (3) Resolution

Link to Adopted Plan (11/4/2024): <u>https://bit.ly/Endeavor2045AdoptedNovember2024</u> Also posted to the Endeavor 2045 Project Web Page: <u>https://bit.ly/Endeavor2045ProjectWebPage</u>

#### II. STAFF COMMENTS AND ANALYSIS

City Council adopted the city's updated Comprehensive Plan, *Endeavor 2045*, by resolution on November 4, 2024, following its review and recommendation by the Planning Commission. The Plan was the result of extensive community engagement and public input over the course of 12 months, described in Chapter 1 of the Plan, and documented in Appendix A to the Plan.

At that November adoption, City Council provided for an additional 30-day comment period for the community to provide additional input to City Councilmembers. In January 2025, in response to continued public interest and concerns, at City Council's direction, staff formed a committee to review the Plan and consider changes and amendments. The committee consisted of resident, Sarah Burnett, Councilman Larry East, Vice-Mayor Trevor Dorsey, and Architect, Dan Keleher. City staff support to the committee included Larry Curtis, Community Development Director, and Greg Collins, Special Projects Manager.

The committee met five times from January through April 2025 (1/15/2025, 1/29/2025, 3/5/2025, 3/19/2025, and 4/4/2025), discussing concerns and proposed edits and amendments to the Plan. The committee's efforts resulted in the attached document, showing proposed revisions to Endeavor 2045, in red font and strikethrough typeface.

#### **III. RECOMMENDED ACTION**

Bartlesville City Planning Commission, at its Regular Meeting of April 22, 2025, recommended denial of the amendment of the Plan, and retention of the Comprehensive Plan as adopted on November 4, 2024, by a vote of 7-0.

Comparison of *Endeavor 2045,* adopted November 4, 2024 with Proposed Changes

Presented to Bartlesville Planning Commission April 22, 2025





## OUR ENDEAVOR

What is Endeavor 2045?	3
The Planning Process	4
Engaging the Community	5
Our Vision 1	2
Guiding Principles 1	2

## Insert at end of Chapter 1: new page: "Definitions" After PDF page 17 of 521 (Page 12)

### Definitions

The following terms are used throughout this plan to describe tools and approaches that support Bartlesville's vision for growth, development, and community preservation. Each concept reflects a commitment to local decision-making, private property rights, and the values of freedom, family, and economic opportunity. These definitions are intended to clarify the intent behind policies and programs while ensuring they remain rooted in the character, heritage, and priorities of the Bartlesville community.

Architecture Standards Manual: A locally developed guide that outlines design principles—such as building materials, façade treatments, rooflines, and signage—to help ensure new development or redevelopment complements the surrom ding character and community values.

Green Infrastructure: Voluntary, locally guided strategies that use natural systems—such as rain gardens, permeable pavement, and bioswales—to manage stormwater, reduce flooding, and enhance environmental quality in a cost-effective manner. When used appropriately, green infrastructure can complement traditional infrastructure while preserving property rights, minimizing regulatory burdens, and promoting responsible land stewardship. Its implementation should remain optional and tailored to local needs, community values, and fiscal priorities—not imposed through federal or centralized mandates.

Historic Preservation Ordinance: A locally adopted, community-guided policy that seeks to recognize and encourage the preservation of historically significant buildings and sites— in the Downtown Bartlesville—while respecting private property rights and avoiding unnecessary regulatory burdens.

Mixed-Use: A development approach that thoughtfully combines compatible land uses—such as residential, commercial, and civic spaces—within a single property or area to support efficient land use, economic vitality, and local quality of life. When guided by community standards and respect for private property rights, mixed-use development can strengthen small businesses, reduce unnecessary sprawl, and create attractive, walkable environments that reflect the unique character and values of the local community.

Placemaking: Community-driven efforts to shape public spaces in ways that reflect local values, heritage, and priorities, while promoting freedom, family, and economic opportunity.

Quality of Life: An individual's overall well-being, including physical health, mental and emotional state, economic stability, education, personal freedom, and the ability to participate in and contribute to society. It reflects how satisfied people are with their lives and the conditions in which they live, work, and interact with others.

**Resilient:** The ability of a person, system, organization, or community to withstand, adapt to, and recover from challenges, difficulties, or disruptions. It involves maintaining functionality and stability in the face of adversity, while also having the capacity to grow, learn, and improve from experiences. Resilience can apply to physical, emotional, economic, and environmental contexts.

Sustainable / Sustainability: The responsible planning, development, and maintenance of infrastructure and resources in a way that supports long-term community resilience, economic vitality, and quality of life—without imposing unnecessary government control or undermining private property rights. From a conservative viewpoint, sustainability in infrastructure means ensuring roads, utilities, water systems, and public facilities are built and maintained efficiently, cost-effectively, and with future generations in mind. It emphasizes local control, fiscal responsibility, and the use of durable, proven methods—while allowing for innovation that respects community values and the freedom of individuals and property owners.

Walkable Development: Community-driven land use and street design that supports safe, accessible movement on foot especially within neighborhoods, downtowns, and local business areas—without restricting personal freedom or limiting travel options. Rooted in traditional planning principles, walkable development respects private property rights, encourages local economic vitality, and enhances community character, while opposing centralized mandates such as "15-minute city" models that seek to control movement or limit personal choice through regulation. 2



## Future Bartlesville

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## **Future Development Plan**

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### PLACE-BASED APPROACH

Endeavor 2045 considers a place-based approach to the Future Development Plan. This approach utilizes context and character areas to look beyond desired land use to also define preferred development patterns, and building and site design characteristics. This plan identifies nine unique character areas and two character area overlays that explain the intended development characteristics of land within applicable properties. The place-based approach to future development planning promotes flexible land use decisions by property owners and developers, as well as for City staff and City Council. It also acknowledges the impact that development has on surrounding property and suggests strategies to create quality places.

### **DEVELOPMENT COMPATIBILITY**

The applicability of a character area to a specific parcel or tract of land is subject to the interpretation of the Bartlesville Planning Commission and City Council. Amendments to the Future Development Map should be initiated where the City intends to promote a development pattern contrary to Endeavor 2045.

Future development proposals should be assessed by the City in relation to their compatibility with the identified character area depicted in the Future Development Map. Building scale, form aesthetics, site design, traffic generation, and environmental impact should be compatible with the surrounding pre-existing development of an area (or intended development pattern as identified in the plan). The Planning Commission and City Council may consider or suggest measures to increase a proposed development's compatibility with the character of the surrounding environment.

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### PLACE-BASED APPROACH

Endeavor 2045 considers a place-based approach to the Future Development Plan. This approach utilizes context and character areas to look beyond desired land use to also define preferred development patterns, and building and site design characteristics. This plan identifies nine unique character areas and two character area overlays that explain the intended development characteristics of land within applicable properties. The place-based approach to future development planning promotes flexible land use decisions by property owners and developers, as well as for City staff and City Council. It also acknowledges the impact that development has on surrounding property and suggests strategies to create quality places. As a result, future

zoning maps would shift toward flexible, contextsensitive planning that prioritizes the character and design of areas, allowing greater discretion while ensuring development aligns with the intended look and feel of each community.

#### DEVELOPMENT COMPATIBILITY

The applicability of a character area to a specific parcel or tract of land is subject to the interpretation of the Bartlesville Planning Commission and City Council. Amendments to the Future Development Map should be initiated where the City intends to promote a development pattern contrary to Endeavor 2045.

Future development proposals should be assessed by the City in relation to their compatibility with the identified character area depicted in the Future Development Map. Building scale, form aesthetics, site design, and traffic generation, and environmental impact should be compatible with the surrounding pre-existing development of an area (or intended development pattern as identified in the plan). The Planning Commission and City Council may consider or suggest measures to increase a proposed development's compatibility with the character of the surrounding environment.

## Areas of Special Consideration

### Character Area Overlays

### Adopted 11/4/2024, PDF p. 52 of 521 (Page 47) MIXED-USE CORRIDOR

Mixed-use Corridors support residential and nonresidential land uses along roadways. These character area overlays resemble the built environment of a central business district or other activity centers by combining residential and non-residential land uses within buildings or on shared parcels but arranges such uses in a linear manner along established thoroughfares.

The identified Mixed-use Corridor in Bartlesville extends the existing urban destinations of Downtown across Frank Phillips Blvd. The Mixed-use Corridor aligns with the over-built roadway that makes it a better candidate for reconfigurations to support urban walkable development -including the possibility of lane reductions and widened active roadsides for pedestrian traffic. These corridors are also commonly flanked by older development or vacant lots lacking in significant investment.

The mixed-use corridor concept also provides a feasible way for transforming the community to incorporate an urban form and intensity adjacent to neighborhoods with lower densities. Although surrounding traditional neighborhoods exhibit lot sizes, blocks, and street arrangements of a more walkable scale, there is understandable concern about the possible encroachment of development of non-conforming scale. The mixed-use corridor concept incorporates new mixed use development into older areas-reinvigorating commercial corridors and increasing the value of adjacent residential areas.

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### MIXED-USE CORRIDOR

Mixed-use Corridors support both residential and commercial land uses along key roadways. These character area overlays reflect the built form of central business districts by combining housing, retail, office, and service uses within buildings or on shared parcels, arranged linearly along established corridors.

The identified Mixed-use Corridor in Bartlesville extends urban activity from Downtown across Frank Phillips Blvd., aligning with an overbuilt roadway ideal for redesign into walkable, urban environments—potentially through lane reductions and widened pedestrian zones. These corridors are often bordered by aging or underutilized properties, making them prime candidates for reinvestment.

The mixed-use corridor concept supports the integration of higher-intensity, urban-style development adjacent to lower-density neighborhoods. While existing traditional neighborhoods offer a walkable scale, concerns about incompatible development persist. By guiding zoning updates to allow integrated residential and commercial uses in defined areas, this approach revitalizes commercial corridors, enhances neighborhood value, and ensures development respects surrounding character.

## **Future Development Map**

How to Use the Map

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Zoning and Special Districts. The Future Development Map does not alter or supersede established zoning or special districts in the Bartlesville Municipal Code. While the zoning map and code is not changed as a result of the Endeavor 2045 Comprehensive Plan, the adopted plan may be used by the Planning Commission and City Council to rule on proposed zoning changes to meet the intent of the Plan.

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Zoning and Special Districts. The Future Development Map does not replace existing zoning or special districts established in the Bartlesville Municipal Code. While the zoning map and code remain unchanged by the Endeavor 2045 Comprehensive Plan, the adopted plan <u>serves as a</u> <u>policy quide</u> for the Planning Commission and City Council when evaluating proposed zoning changes to <u>ensure alignment with the Plan's long-term vision and</u> <u>development goals</u>.

## Parks and Open Space Rural Context

## Adopted 11/4/2024, PDF p. 60 of 521 (Page 55)

### **DEVELOPMENT FEATURES**

#### LAND USES

- Assemble and consolidate substantial areas of land with limited development potential for public open space.
- Allow facilities that support public access to parks and open space lands for recreation, education, and research.
- Permit facilities that support essential community-wide public infrastructure.
- Avoid developing within the 100-year floodplain or within floodways.

#### SITE FEATURES

- Limit buildings and structures to those that are accessory to outdoor recreation and habitat preservation activities.
- Minimize outdoor lighting and limit lighting fixtures to those that are designed to reduce glare and light pollution.

#### **BUILDING FEATURES**

- Design structures of limited size that blend with the surrounding natural landscape.
- · Minimize visual, auditory, and air pollutants.
- Utilize green building and infrastructure techniques, including permeable surfaces where appropriate.

## Proposed, PDF p. 61 of 166

### DEVELOPMENT FEATURES

#### LAND USES

- Coordinate the use of land with limited development potential to assemble and preserve substantial areas for public open space.
- Allow facilities that support public access to parks and open space lands for recreation, education, and research.
- Permit facilities that support essential community-wide public infrastructure.
- Avoid developing within the 100-year floodplain or within floodways.

#### SITE FEATURES

- Limit buildings and structures to those that are accessory to outdoor recreation and habitat preservation activities.
- Minimize outdoor lighting and limit lighting fixtures to those that are designed to reduce glare and light pollution.

- Design structures of limited size that blend with the surrounding natural landscape.
- · Minimize visual, auditory, and air pollutants.
- Provide options to infrastructure techniques, including permeable surfaces where appropriate.

# Rural Residential Rural Context

Adopted 11/4/2024, PDF p. 61 of 521 (Page 56); Proposed, PDF p. 62 of 166

- Minimize visual, auditory, and air pollutants.
- Limit the size, height, and acceptable lighting levels of sign structures.
- Provide Options for permeable surfaces where appropriate.

## Suburban Neighborhood

## Suburban Context

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**SITE FEATURES** ... continuing to next page:

- Incorporate native and drought tolerant landscaping into new development areas.
- Maximize the use of native and Oklahoma-proven shade trees along trails, sidewalks, and other active transportation corridors.
- Manage vehicular access to adjacent non single-family buildings by consolidating driveways.
- Provide a system of interconnected streets and sidewalks between multi-building developments and subdivisions if recommended by the Streets & Traffic Committee.
- Provide pedestrian and trail access between residential and commercial areas.
- Provide pedestrian scale lighting along residential streets and trails which incorporates full cut-off designs to concentrate light and reduce glare.

- Design new structures in a manner that complement the height, scale, and massing of adjacent development and that provide appropriate transitions between different development types.
- Construct building facades that face the street, parking areas, or public gathering spaces.
- Incorporate uniform building design and signage in lieu of corporate architecture for multi-building or multi-unit developments, including out-parcels.
- Incorporate building form elements such as facade and roof-line articulation, access, fenestration, and variable building materials, to provide visual interest.
- For Multi-family screen air conditioning units, waste bins, and other accessory features from public view in commercial and residential areas.
- Limit the size, height, and acceptable lighting levels of sign structures.

# **Community Commercial**

# Suburban Context

Adopted 11/4/2024, PDF p. 64 of 521 (Page 59); Proposed, PDF p. 65 of 166

### SITE FEATURES

- Require retail, restaurant, and other commercial service establishments to take principal access from arterial thoroughfares.
- Preserve major thoroughfare corridors through development sites and arrange buildings, parking areas, and driveway aisles to provide for future street extensions.
- Provide a system of convenient pedestrian and bicycle facilities to ensure connectivity between parking, adjacent streets, and all on-site facilities if recommended by the Streets & Traffic Committee.
- Incorporate significant native and drought-tolerant landscape areas along site frontages, within parking areas, and adjacent to public gathering areas.
- Arrange multi-building developments so that buildings frame the street.
- Mitigate storm-water and other environmental impacts through green infrastructure design including bioretention features.
- Maximize the use of native and Oklahoma-proven shade trees along trails, sidewalks, and other active transportation corridors.
- Manage vehicular access to multi-building and multiunit developments - and between developments -through consolidated curb-cuts, cross-access easements, and driveway length.

# Community Commercial Suburban Context

Adopted 11/4/2024, PDF p. 65 of 521 (Page 60)

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#### **BUILDING FEATURES**

- Apply a uniform architectural style to buildings and uniform design to signage, landscaping and other features.
- Provide visual interest by incorporating building form elements such as facade and roof-line articulation, access, fenestration, and variable building materials.
- Design non-residential buildings that abut residential areas to be designed to a scale and style that mimics the quality and character of adjacent residences.
- Limit the size, height, and acceptable lighting levels of sign structures.
- Screen air conditioning units, waste bins, and other accessory features from public view.
- Screen drive-thru facilities in a manner that mitigates visual impacts from the street and adjacent residential areas.

- Promote cohesive but flexible design standards for architecture, signage, landscaping, and related features that support local identity and project-specific needs.
- Encourage visual interest through varied building forms, rooflines, entry points, fenestration, and diverse materials.
- Ensure non-residential buildings adjacent to homes are scaled and styled to reflect the quality and character of nearby residences.
- Establish reasonable limits on sign size, height, and lighting to maintain a visually balanced streetscape.
- Screen mechanical equipment, waste bins, and similar elements from public view with integrated design solutions.
- Design and screen drive-thru areas to reduce visual impacts on streets and nearby residential properties.



# Regional Commercial Suburban Context

Adopted 11/4/2024, PDF p. 66 of 521 (Page 61); Proposed, PDF p. 67 of 166

### SITE FEATURES

- Require retail, restaurant, and other commercial service establishments to provide their primary access along an arterial thoroughfare.
- Preserve major thoroughfare corridors through development sites and arrange buildings, parking areas, and driveway aisles to provide for future street extensions.
- Provide a system of convenient pedestrian and bicycle facilities to ensure connectivity between parking, adjacent streets, and all on-site facilities if recommended by the Streets & Traffic Committee.

# Traditional Neighborhood Traditional Context

Adopted 11/4/2024, PDF p. 68 of 521 (Page 63); Proposed, PDF p. 69 of 166

## DEVELOPMENT FEATURES

### LAND USES

- Permit a diverse mix of single-family detached housing types including variations in lot sizes, build-to-lines, and other spatial characteristics.
- Allow accessory dwelling units (ADUs) or "granny flats" to add density and affordable housing options if allowed by private covenants.

## Industry and Trade Miscellaneous Context

## Adopted 11/4/2024, PDF p. 72 of 521 (Page 67); Proposed, PDF p. 73 of 166

#### SITE FEATURES

- Provide primary vehicular access points from major thoroughfares. Provide pedestrian and other multimodal access to facilities.
- Preserve major thoroughfare corridors through development sites and arrange buildings, parking areas, and driveway aisle to provide for future street extensions.
- Incorporate significant native and drought-tolerant landscape areas along site frontages, within parking areas, and adjacent to public gathering areas.
- Provide the option to practices.
  Provide the option to
- Mitigate stormwater and other environmental impacts through the opportunity of green infrastructure design including xeriscaping, bioretention features, and increasing tree canopy.
- Incorporate landscape areas of water-wise plantings along site frontages, within parking areas, and adjacent to public gathering areas.

## **Civic and Institutional** Miscellaneous Context

### Adopted 11/4/2024, PDF p. 73 of 521 (Page 68);

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#### SITE FEATURES

- Provide a system of convenient pedestrian and bicycle facilities to ensure connectivity between parking, adjacent streets, adjacent development and neighborhoods, and all on-site facilities if recommended by the Streets & Traffic Committee.
- Maximize tree cover along pedestrian corridors and in association with public gathering spaces.
- Incorporate significant native and drought-tolerant landscape areas along site frontages, within parking areas, and adjacent to public gathering areas.
- Incorporate common areas, amenity centers, or other privately maintained social spaces into multi-building or multi-unit development.
- Provide the opportunity to mitigate stormwater and other environmental impacts through green infrastructure design including xeriscaping, bioretention features, and increasing tree canopy.
- Incorporate landscape areas of water-wise plantings along site frontages, within parking areas, and adjacent to public gathering areas.
- Cluster campus buildings where possible to reserve land as common area and general open space.
- Incorporate variations in building scale to provide a transition between adjacent low density development.

## Zoning Updates

Updates to the Bartlesville Municipal Code, Appendix A. Zoning are needed to align City policy with the recommendations within this Future Development Plan. To properly address the recommendations of this plan, a form-based code using the rural-urban transect is authorized.

### Adopted 11/4/2024, PDF p. 79 of 521 (Page 74)

### Zoning Updates

Updates to the Bartlesville Municipal Code, Appendix A. Zoning are needed to align City policy with the recommendations within this Future Development Plan. To properly address the recommendations of this plan, a form-based code using the ruralurban transect is authorized.

#### TRANSECT-BASED DISTRICTS

The rural-urban transect is categorized into six zones and special districts: Natural (T1), rural (T2), sub-urban (T3), general-urban (T4), urban center (T5), urban core (T6), and special district (SD). These zones illustrate a system of development patterns that become successively more urban in intensity and character. The rural-urban transect provides a development framework for communities that utilize the SmartCode or other similar form-based land use regulations.



The rural-urban transect provides the framework for a form-based code

The creation and application of transect-based or form-based zoning districts by the City of Bartlesville is recommended to enable development that promotes the land use, site, and building features presented in the Future Development Plan's traditional character areas and character area overlays. These so-called "character districts" may adhere to the following framework:

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### Zoning Updates

Updates to the Bartlesville Municipal Code, Appendix A. Zoning are needed to align City policy with the recommendations within this Future Development Plan. To properly address the recommendations of this plan, a form-based code using the ruralurban transect is authorized.

#### TRANSECT-BASED DISTRICTS

The rural-urban transect is categorized into six zones and special districts: Natural (T1), rural (T2), sub-urban (T3), general-urban (T4), urban center (T5), urban core (T6), and special district (SD). These zones illustrate a system of development patterns that become successively more urban in intensity and character. The rural-urban transect provides a development framework for communities that utilize the SmartCode or other similar form-based land use regulations.



The rural-urban transect provides the framework for a form-based code.

The City of Bartlesville may consider adopting transect-based or form-based zoning districts to better support development that reflects the land use, site design, and building characteristics outlined in the Future Development Plan's traditional character areas and overlays. These potential "character districts" could follow the framework below:

Adopted 11/4/2024, PDF p. 81 of 521 (Page 76); Proposed, PDF p. 82 of 166

Endeavor 2045 Livable Streets Principles

## COMPLETE STREETS

Our roadways will have clearly defined accommodations for multiple transportation modes within the street rightof-way. The form, scale, and applicability of accommodations for pedestrians, bicyclists, and transit riders will be given the same level of consideration as motor vehicle travel lanes. See page 84 for more detail on Complete Streets.

## CALM STREETS

Our roadways will be designed to promote efficient motor vehicle flow at rates that reflect the posted speed limits. Traffic calming methods that moderate the speed of travel will be proactively incorporated into the design of new streets, such as reduced travel lane widths, streetscape features, curve radii, etc., to constrain the scale of the roadway.

## **ACTIVE ROADSIDES**

The portion of a roadway right-of-way outside of the traveled way. Where higher levels of pedestrian activity are anticipated or intended, our roadsides will be activated with furnishing zones (where appropriate), sidewalks, and accessory zones between the primary pedestrian pathway and building frontages to promote opportunities for public gathering and activity.

**Rural Streets** 

Adopted 11/4/2024, PDF p. 83 of 521 (Page 78);

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Rural Streets | Typical Attributes

Attribute	Collector Street	Local Street			
Function	Access to property	Access to property			
Relationship	Connects local streets to arterials; traverses large areas	Within large tracts			
Typical Spacing	1/4 to 1/2 miles	Varies			
Travel Lanes	2 lanes	2 lanes			
On-street Parking No		No			
Curb & Gutter	Optional (per recommendations herein)	Optional (per recommendations herein)			
Roadside Features Pedestrian facilities optional Pedestrian facilities optional		Pedestrian facilities optional			
Country Unifferitable of second as the MACTO United Country Design Cuide and ITE Designing Well-ship United Theory while one A Contact.					

Source: Halff with references to the NACTO Urban Street Design Guide and ITE Designing Walkable Urban Thoroughfares: A Context Sensitive Approach.

Suburban Streets

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Suburban Streets | Typical Attributes

Attribute	Major Arterial Street	Minor Arterial Street	Collector Street	Local Street
Function	Mobility	Mobility	Connectivity	Access to property
Relationship	Defines district and neighborhood boundaries	Traverses neighborhoods and defines boundaries	Internal and traverses neighborhoods	Internal to neighborhood
Typical Spacing	2 miles	1-2 miles	1/4 to 1/2 miles	Varies
Travel Lanes	4 to 6 lanes	2-4 lanes	2 lanes	2 lanes
On-street Parking	No	No	Optional	Yes
Curb & Gutter	Yes	Yes	Yes	Yes (ribbon curb optional)
Roadside Features	Sidewalks and pedestrian features, landscaped parkway			

Source: Halff with references to the NACTO Urban Street Design Guide and ITE Designing Walkable Urban Thoroughfares: A Context-Sensitive Approach.

**Traditional Streets** 

Adopted 11/4/2024, PDF p. 86 of 521 (Page 81); Proposed, PDF p. 87 of 166

### Traditional Streets | Typical Attributes

Attribute	Major/Minor Arterial (Boulevard)	Minor Arterial/Collector (Avenue)	Local Street		
Function	Mobility	Connectivity	Access to property		
Relationship	Defines district and neighborhood boundaries	Internal and traverses neighborhoods	Internal to neighborhood		
Typical Spacing	2 miles	660-1,320 feet	Up to 660 feet (block length)		
Travel Lanes	4 to 6 lanes	2 lanes	2 lanes		
On-street Parking	Yes	Yes	Yes		
Curb & Gutter	Yes	Yes	Yes		
Roadside FeaturesSidewalks and pedestrian features, landscaped parkwaySidewalks and pedestrian features, landscaped parkwaySidewalks and pedestrian features, landscaped parkway					
Source: Halff with references to the NACTO Urban Street Design Guide and ITE Designing Walkable Urban Thoroughfares: A Context- Sensitive Approach.					

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## Complete Streets

Complete Streets are roadways designed and operated to facilitate safe travel for people of all age and abilities, regardless of their mode of transportation. This includes people who drive, walk, bike, or use public transportation.

A Complete Street may look different based on the context of the area. They may use a wide range of elements, such as sidewalks, bicycle lanes, bus lanes, public transportation stops, crossing opportunities, median islands, accessible pedestrian signals, curb extensions, modified vehicle travel lanes, streetscape, and landscape treatments. The inclusion of these elements improves safety for all roadway users by providing clear guidance for roadway use and designated facilities for each mode of transportation. They improve aesthetics and incorporate the surrounding built environment into the design.

A complete streets policy can help Bartlesville transform how decisions about street designs are made. A complete streets policy would outline a vision for the road network, clear design requirements, implementation guidance, and performance metrics.

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## **Complete Streets**

Complete Streets are roadways designed and operated to facilitate safe travel for people of all age and abilities, regardless of their mode of transportation. This includes people who drive, walk, bike, or use public transportation.

A Complete Street may look different based on the context of the area. They may use a wide range of elements, such as sidewalks, bicycle lanes, bus lanes, public transportation stops, crossing opportunities, median islands, accessible pedestrian signals, curb extensions, modified vehicle travel lanes, streetscape, and landscape treatments. The inclusion of these elements improves safety for all roadway users by providing clear guidance for roadway use and designated facilities for each mode of transportation. They improve aesthetics and incorporate the surrounding built environment into the design.

A complete streets policy, as recommended by the Streets and Traffic Committee, could help Bartlesville transform how decisions about street designs are made. A complete streets policy would outline a vision for the road network, clear design requirements, implementation guidance, and performance metrics.

# Future Bartlesville Work Program

Theme 1: Purposeful Development Patterns

We will facilitate growth and development that aligns with the principles and policies of Endeavor 2045 and which demonstrates fiscally sustainable benefits to the community.

Adopted 11/4/2024, PDF p. 93 of 521 (Page 88)

### ACTION FB.1-2. CODE ASSESSMENT. Complete a comprehensive code assessment to establish the framework for land development code reform.

Many of Endeavor 2045's recommended land development and thoroughfare features are not permitted, accommodated, or addressed by Bartlesville's existing land development regulations. To understand the true extent of the municipal development codes' incompatibility with Bartlesville's preferred land development patterns and character a code assessment must be completed.

An effective code assessment process will involve all public and private stakeholders who utilize municipal and development codes on a frequent basis. It will establish a new outline for the organization of a future code, and must gain the endorsement of the City Council prior to undertaking any comprehensive amendment action.

### Proposed, PDF p. 94 of 166

ACTION FB.1-2. CODE ASSESSMENT. Conduct a thorough code assessment to lay the groundwork for responsible land development code updates.

Many of Endeavor 2045's suggested land use and infrastructure features are currently not supported by Bartlesville's existing codes. To evaluate where municipal regulations may limit locally preferred development patterns and character, a detailed review is necessary.

This assessment should actively involve both public and private stakeholders who regularly engage with development codes, ensuring transparency and practical relevance. It will guide the structure of any future code revisions and should receive City Council endorsement before any formal update process begins.

**Theme 1: Purposeful Development Patterns** We will facilitate growth and development that aligns with the principles and policies of Endeavor 2045 and which demonstrates fiscally sustainable benefits to the community.

Adopted 11/4/2024, PDF p. 93 of 521 (Page 88)

#### ACTION FB.1-3. REVISED OR NEW DEVELOPMENT

CODE(S). Prepare revised or new development code(s) to implement Endeavor 2045's Future Development Plan and Future Thoroughfare Plan.

Upon completion of a comprehensive code assessment (Action FB.1-2) and endorsement by City Council, prepare revised or new development code(s). The code(s) will align with the framework established by the code assessment, and may include zoning code, subdivision regulations, or a unified development code. Such code(s) may also include new technical standards and specifications for public infrastructure, permitting schedules, fee schedules, and other administrative tools.

#### Proposed, PDF p. 94 of 166

ACTION FB.1-3. REVISED OR NEW DEVELOPMENT CODE(S). Consider preparing revised or new development code(s) to support the locally driven goals of Endeavor 2045's Future Development and Thoroughfare Plans.

Following a comprehensive code assessment (Action FB.1-2) and City Council endorsement, draft updated or new code(s) consistent with the framework identified in that review. These may include updates to zoning, subdivision regulations, or a unified development code, along with practical standards for infrastructure, permitting timelines, fee structures, and other administrative tools that provide clarity and predictability for property owners and developers.

**Theme 1: Purposeful Development Patterns** We will facilitate growth and development that aligns with the principles and policies of Endeavor 2045 and which demonstrates fiscally sustainable benefits to the community.

#### Adopted 11/4/2024, PDF p. 93 of 521 (Page 88)

#### ACTION FB.1-4. FORM-BASED ZONING DISTRICTS.

Consider establishing form-based zoning districts per the recommendations of the Future Development Plan.

Bartlesville's current zoning districts do not address the character of proposed development in a manner that would allow the by-right development of property as proposed in the Future Development Plan's traditional character areas and character area overlays. City officials should consider incorporating form-based zoning districts into its land development regulations that account for character elements such as scale, walkability, and sense of place. Proposed, PDF p. 94 of 166

#### ACTION FB.1-4. FORM-BASED ZONING DISTRICTS.

Explore the potential for form-based zoning districts as outlined in the Future Development Plan. Bartlesville's existing zoning does not fully address the visual and functional character of development envisioned in the Plan's traditional character areas and overlays. City officials may wish to consider incorporating form-based zoning tools into the code to provide clear, property-rightsrespecting guidance for development that reflects local values such as appropriate scale, walkability, and neighborhood character.

**Theme 1: Purposeful Development Patterns** We will facilitate growth and development that aligns with the principles and policies of Endeavor 2045 and which demonstrates fiscally sustainable benefits to the community.

Adopted 11/4/2024, PDF p. 94 of 521 (Page 88)

# ACTION FB.1-6. INFILL DEVELOPMENT. Promote infill development through ongoing policy application and programming adjustments.

Encourage the development of infill through incentive tools, such as density bonuses or waiving certain development requirements and fees. While infill should occur throughout the community, special focus should be given to activity centers and areas around educational institutions, such as Oklahoma Wesleyan University.

Activity centers depend on high quality density and infill, building design, street design, and infrastructure investments in order to be successful. Primary attention should be paid to these places by means of closely following the Future Development Plan in investment decisions.

#### Proposed, PDF p. 95 of 166

ACTION FB.1-6. INFILL DEVELOPMENT. Support infill development through ongoing policy refinement and locally guided programming.

Encourage infill by offering voluntary incentive tools such as density bonuses or selective fee waivers—while preserving property rights and ensuring infrastructure capacity. While infill may occur citywide, thoughtful attention could be directed toward activity centers and areas near educational institutions like Oklahoma Wesleyan University.

For these areas to thrive, they require intentional investment in quality design, infrastructure, and walkable form. Future investment decisions should remain consistent with the locally adopted Future Development Plan.

### Theme 2: Reliable Mobility

Our transportation network will be designed to provide safe and reliable connections for residents regardless of age, ability, or mode of travel.

Adopted 11/4/2024, PDF p. 95 of 521 (Page 90), Proposed, PDF p. 96 of 166

Actions to enable "reliable mobility" for all residents of Bartlesville correlate with Endeavor 2045's Future Thoroughfare Plan and reflect mobility needs identified during the community outreach process. These needs include improving the existing roadway network, reducing residents' reliance on motor vehicle transportation, and improving safety. The actions proposed herein promote these near-and long-term objectives with a mix of actions that advocate the continuation of existing municipal efforts and the activation of new initiatives.

### Theme 2: Reliable Mobility

Our transportation network will be designed to provide safe and reliable connections for residents regardless of age, ability, or mode of travel.

#### Adopted 11/4/2024, PDF p. 95 of 521 (Page 90),

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#### ACTION FB.2-4. COMPLETE STREETS POLICY. Through the Street and Traffic Committee, adopt and implement a Complete Streets policy.

Adoption of a complete streets policy can help Bartlesville transform how decisions about street designs are made. A complete streets policy would outline a vision for the road network, clear design requirements, implementation guidance, and performance metrics. A municipal complete streets policy should be adopted in conjunction with the development of an active transportation plan (Action FB.2-8) and a Vision Zero study (Action FB.2-11).

#### ACTION FB.2-5. CHARACTER CORRIDOR AND GATEWAY MASTER PLANS. Through the Street and Traffic Committee, prepare conceptual plans for identified character corridors to incorporate mobility and aesthetic improvements.

West Frank Phillips Boulevard, South Madison Avenue, Virginia Avenue, and Silver Lake Road provide access to prominent destinations in Bartlesville. Likewise, US Highway 75, US Highway 60/Nowata Road, State Highway 123 bridge/Delaware Avenue, and Frank Phillips Boulevard are prominent entrances into Bartlesville. Many opportunities exist to improve the aesthetic appearance of these corridors and gateways to provide an enjoyable first impression and a convenient experience for those who utilize them on a day-today basis. The City should create a series of corridor master plans and corresponding traffic studies for the enhancement of the gateways and key corridors to improve their form and function, and estimate the cost of phased improvements.

### **Theme 2: Reliable Mobility**

Our transportation network will be designed to provide safe and reliable connections for residents regardless of age, ability, or mode of travel.

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ACTION FB.2-6. CHARACTER CORRIDOR IMPROVEMENTS. Through the Street and Traffic Committee, implement character corridor conceptual plans.

Upon completion of individual conceptual master plans for one or more character corridors (Action FB.2-5)the City should select an applicable roadway segment to focus design and construction activities in a phased manner.

#### ACTION FB.2-7. INTERSECTION ENHANCEMENTS. Compile a prioritized list of intersection improvement projects.

To improve travel times and resident safety, a list of intersection enhancements should be identified and included in the capital improvement programs. Priority should go to intersections that experience higher crash rates, and those that are identified as part of the character corridor conceptual planning process.

#### ACTION FB.2-8. ACTIVE TRANSPORTATION PLAN. Through the Street and Traffic Committee, prepare and implement an active transportation plan.

The success of the Pathfinder Parkway and resident interest in multi-modal options warrants the creation of a unified active transportation plan. An active transportation plan should build off existing and proposed extensions of the Pathfinder Parkway and incorporate on-street bicycle facilities, sidewalks, and other trails.

### Theme 2: Reliable Mobility

Our transportation network will be designed to provide safe and reliable connections for residents regardless of age, ability, or mode of travel.

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#### ACTION FB.2-11. VISION ZERO STUDY. Prepare a Vision Zero Study in conjunction with the development of a Complete Streets policy.

The City should conduct a Vision Zero Study to work towards eliminating all fatal and serious injury collision. According to the Oklahoma Highway Safety Office, in 2021 Bartlesville experienced zero roadway fatalities, 11 serious injury crashes, and 26 minor injury crashes. A Vision Zero study would identify projects and programs to improve safety by analyzing city roadways and identifying a high-injury network where the City could prioritize roadway design, improvements, and policy practices that work to improve safety for all users of the roadway.

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ACTION FB.2-11. TRAFFIC SAFETY STUDY. The City should pursue a data-informed approach to reduce serious injuries and improve traffic safety. According to the Oklahoma Highway Safety Office, Bartlesville had zero roadway fatalities, 11 serious injury crashes, and 26 minor injury crashes in 2021.

A safety-focused review of local roadways can help identify priority areas—often called a high-injury network—where targeted design improvements, infrastructure upgrades, and policy adjustments can enhance safety for drivers, pedestrians, and cyclists alike.

# 2

### **Reliable Mobility**

Our transportation network will provide safe and reliable access to community destinations for all residents regardless of age, ability, or mode of travel.

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### Vision Zero

Vision Zero is a strategy to eliminate all roadway fatalities and serious injuries while increasing safe and comfortable mobility for all. The strategy has gained momentum in the last decade, and in 2022 the Federal Highway Administration (FHWA) implemented the Safe Streets for All (SS4A) program, which is allocating over \$5 billion to fund Vision Zero Safety Action Plans.

Vision Zero is built on the Safe Systems Approach, an acknowledgment that roadway fatalities can be prevented through a holistic approach to roadway planning design, and enforcement. The approach has five pillars:

**Death and Serious Injuries are Unacceptable.** The approach prioritizes the elimination of crashes that result in death and serious injury.

Humans Make Mistakes. People will make mistakes, so the roadway should be designed to minimize the mistakes and ensure when they are made, the outcomes are non-serious.

**Responsibility is Shared.** All stakeholders, including government, nonprofits, business leaders, and road users, are vital to preventing roadway injuries and fatalities.

Safety is Proactive. Conflict points and safety concerns should be identified and addressed before crashes occur.

**Redundancy is Crucial.** All parts of the transportation system should be strengthened, so if one part fails, the others still protect people.



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### Theme 2: Reliable Mobility

Our transportation network will be designed to provide safe and reliable connections for residents regardless of age, ability, or mode of travel.

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### ACTION FB.2-12. INTELLIGENT TRANSPORTATION SYSTEMS (ITS). Through the Streets and Traffic Committee, develop a local ITS program to monitor transportation patterns and coordinate traffic signals for the efficient movement of traffic.

ITS should be prioritized along principal arterial roadways, such as the US Highway 75 corridor and along Adams Blvd. It should also be incorporated into any future public transportation fixed-route corridors.

### Theme 2: Reliable Mobility

Our transportation network will be designed to provide safe and reliable connections for residents regardless of age, ability, or mode of travel.

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### ACTION FB.2-13. LIGHTING FOR MOBILITY. Improve

lighting to promote a multi-modal transportation system.

Where appropriate, the City should utilize smart lighting, LED lighting, and solar lighting within the mobility network to improve safety and visibility along roadways, sidewalks, and trails. Priority should be given to lighting that reduces excess light pollution.

Lighting should be the appropriate height and placement to provide visibility for the intended users, whether motorist, pedestrian, or bicyclist.

### ACTION FB.2-14. CONSOLIDATE DRIVEWAYS. Incorporate enhanced access management standards in municipal land development regulations for new development.

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While direct access to arterial roadways from homes, businesses, or services is often needed, driveways should be funneled to lower capacity roadways or through consolidating into a single point of entry, to reduce conflict points and improve traffic flow. This consolidation further improves the aesthetics of a road and its ability to be used by pedestrians. Street design, reconstruction, and widening should balance providing convenient access while maintaining the safety and aesthetics of the road.

#### Theme 3: Places of Pride

Places in our community will be designed and activated to encourage community cohesion and collaboration among residents.

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#### ACTION FB.3-4. PROMOTE MIDDLE DENSITY

DEVELOPMENT. Adopt development provisions that provide for greater diversity in housing choice.

Following guidance of the Future Development Plan and the market, the City should encourage added density in areas that favor walkable and mixed-use development. The addition of "missing middle housing," such as duplexes, fourplexes, cottage courts, and accessory dwellings by right, can bring added density to residential areas while matching the form and style of the area. The added housing supply provides housing at varying price-points and living options for every stage of life.

ACTION FB.3-5. COMMERCIAL REVITALIZATION. Expand commercial revitalization efforts to Activity Centers.

The success of the Bartlesville Redevelopment Trust Authority (BRTA), which works toward redevelopment of the downtown and surrounding neighborhoods, should be a model for redevelopment of other commercial areas in the community. The City should identify and reduce barriers to revitalization of existing commercial areas, such as vacant strip malls and storefronts -particularly those in proposed Activity Centers. Additional incentives may include adoption of flexible development standards. reduction in development

fees, and alternative funding mechanisms.

Theme 3: Places of Pride Places in our community will be designed and activated to encourage community cohesion and collaboration among residents.

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# <u>Walkable</u> Development

In contrast to auto-oriented development, walkable development promotes the reorganization of community space to the human scale. The concept encourages "nodal" development styles, providing residents with greater access to local services, such as shops, schools, workplaces, and parks, within a 10 to 15-minute walk of their home. The concept leans on traditional development styles with interconnected streets, active roadsides, accessible public spaces, and mixed residential densities.

In Bartlesville, walkable development is already a staple in Downtown and the surrounding neighborhoods. Bringing these options to other residents in Bartlesville may be done using the traditional development styles detailed in the Future Development Plan (pgs. 63 - 66). Proposed, PDF p. 100 of 166

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Theme 3: Places of Pride Places in our community will be designed and activated to encourage community cohesion and collaboration among residents.

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ACTION FB.3-8. DEVELOP NEW ACTIVITY CENTERS. Partner with land owners to implement the conceptual design ideas of the east and west areas of special consideration.

The application of Activity Center character area overlays to targeted locations in Bartlesville will only be possible through partnership between the City of Bartlesville and private property owners. Principal locations where such public/private partnerships could be leveraged include two areas of special consideration in east Bartlesville and west Bartlesville that were the subject of design workshops during the Endeavor 2045 planning process.

Realization of the design ideas for both areas of special consideration generated during the Endeavor 2045 will require direct City engagement of existing land owners, the possible application of new form-based development districts, and commitments of public investment into public infrastructure that supports the City's design objectives within adjacent public properties and spaces.

Theme 3: Places of Pride Places in our community will be designed and activated to encourage community cohesion and collaboration among residents.

### East Bartlesville Area of Special Study

Madison Blvd & Adams Blvd, Frank Phillips Blvd.

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ACTION FB.3-20. RIPARIAN BUFFER. Where appropriate, Incorporate green infrastructure to the riparian area along Madison Blvd.

Use green infrastructure to manage the riparian area along Madison Blvd and along the tributary to Turkey Creek. The use of green infrastructure in the form of vegetation will help clean and retain stormwater before it enters larger waterways. Plants should be selected based on the Cross Timbers and Central Irregular Plains eco-regions that bisect Bartlesville (pg. 39).

**Theme 1: Economic Opportunity** 

Our community will provide economic mobility and opportunity for residents through a diverse market portfolio.

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ACTION PB.1-4. REMOVE BARRIERS FOR ENTREPRENEURS. Provide opportunities for small business owners to establish in Bartlesville.

The City and the BDA should expand maintain the Economic Development Fund to aid small business owners when launching needed or innovative services in Bartlesville. These funds should continue to be used for loans, grants, infrastructure improvements, site preparation, and fee waivers. ACTION PB.1-5. FILM INDUSTRY. Bartlesville should continue positioning itself as a filming location for the entertainment industry.

Film makers, such as those of "Killers of the Flower Moon," "August: Osage County," and "Twisters," have utilized the sites and accommodations in Bartlesville to support filming of major movies. The City and Visitors Bureau should expandmaintain incentives and attract film makers to Bartlesville and continue attracting movie producers to the area.

Further, community support of other film services, like the Buffalo Roam film institute and sound stage, will provide the needed services to attract producers to Bartlesville. Supporting these businesses should be a priority.

Theme 2: Attainable Housing

Our housing supply will be diverse and accessible to all residents in Bartlesville.

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#### ACTION PB.2-3. HOUSING INCENTIVE PROGRAM.

Continue and expand the Resident Recruitment Program to promote housing revitalization.

The existing Resident Recruitment Program offers cash assistance for the purchase of property for employees relocating to Bartlesville. The program currently applies to the purchase of existing homes in the city (\$10,000), new homes in the city (\$20,000), and new homes outside the city but within the school district boundaries (\$10,000).

To enable prospective residents to purchase older homes for restoration, the program should consider a new layer for the purchase of used homes with additional cash assistance for the renovations of the property. ACTION PB.2-5. ASSIST IN THE COORDINATION OF HOMELESS ASSISTANCE. Assist in addressing housing services for unsheltered and homeless residents through homeless assistance programs.

Coordinate with local agencies and organizations, suchas Agape Mission, GRAND Mental Health, Lighthouse Outreach Center, and B the Light Mission to help them provide essential services to residents facing homelessness. Ongoing coordination between service providers and strategic planning should be done to ensure all needs are being met.

Theme 2: Attainable Housing

Our housing supply will be diverse and accessible to all residents in Bartlesville.

Adopted 11/4/2024, PDF p. 111 of 521 (Page 106),

#### ACTION PB.2-9. COMMUNITY HOUSING PLANNER. The City should consider establishing a Housing Planner to

support and implement the Housing Study.

To address the complex issues surrounding housing affordability, availability, and accessibility, the City should establish a new position of a Community Housing Planner. The Planner would be responsible for maintaining and updating the Housing Study and implementing the recommendations of the study and others within Endeavor 2045. The position would be housed under the Community Development Department and report to the Community Development Director.

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Theme 3: Educational Advancement Our residents will have access to education and resources that advance their knowledge, skills, and opportunities.

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ACTION PB.3-1. WORKFORCE DEVELOPMENT. Support the local school districts, universities, and technical schools in developing a strong community workforce.

Bartlesville Public Schools, Oklahoma Wesleyan University, Rogers State University, Tri County Tech, and other educational institutions in Bartlesville provide crucial training and education needs of Bartlesville's future workforce. Through investing in a strong educational system, employers will have a highly educated workforce to fill a variety of roles.

#### ACTION PB.3-3. EARLY CHILDHOOD EDUCATION. Work with partner organizations to increase the accessibility of

with partner organizations to increase the accessibility of early child education and daycare.

Early childhood education, such as preschool and daycare, provide critical learning opportunities and prepare children for elementary school. Public and private organizations that address early childhood education should convene to address barriers that impact children in Bartlesville. The group should work with parents to understand the unique needs of Bartlesville children and families and explorefunding mechanisms to grow services in the community.

### **Theme 3: Educational Advancement**

Our residents will have access to education and resources that advance their knowledge, skills, and opportunities.

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## ACTION PB.3-5. LITTLE LIBRARIES. Support the installation of "Little Free Libraries" throughout the community.

Little free libraries are an inexpensive and accessible option for providing books and school supplies to residents throughout the city. For example, First Presbyterian Church has a little library at its entrance at 5th St and Dewey Ave, and there are others across the community. A coordinated little libraries program can be administered and maintained by the Bartlesville Public School District, the Bartlesville Library, or other non-profit or civic organizations. Priority for little library locations should be in areas where residents have fewer resources to access these materials.



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### **Theme 3: Educational Advancement**

Our residents will have access to education and resources that advance their knowledge, skills, and opportunities.

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# ACTION PB.3-6. ACCESSIBLE EMPLOYMENT. Support low barrier employment opportunities for residents to transition to traditional employment.

Typical employment requirements such as identification, access to showers and clean clothes, transportation, work history, and background checks may be barriers for residents who are unsheltered or living in crisis. To provide these residents employment opportunities and job training, the community should explore programs that eliminate or reduce these barriers.

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### **Theme 1: Neighborhood Conservation**

We will boost the long-term vitality of our neighborhoods through responsive initiatives, targeted investments, and community partnerships.

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Whether one resides on an historic street lined by homes from a previous era, or in a new subdivision with modern conveniences and common amenities, we can be greatly influenced and defined by the neighborhoods in which we choose to call home. Such influences can either be positive or negative by the way in which we address aging infrastructure and property. Endeavor 2045 provides recommendations for how residents can partner with the City and other organizations to pro actively conserve their neighborhood environment so that changing physical conditions on the streets where they live are not destined to be a battle against blight, but rather an opportunity to create character.

residents

### **Theme 1: Neighborhood Conservation**

We will boost the long-term vitality of our neighborhoods through responsive initiatives, targeted investments, and community partnerships.

#### Adopted 11/4/2024, PDF p. 118 of 521 (Page 113)

#### ACTION LB.1-1. NEIGHBORHOOD ORGANIZATION REGISTRATION. Create a program to register and recognize formal neighborhood organizations.

Sustaining or improving the health of a community's neighborhoods requires the focused attention of municipal departments and human service organizations to address deficiencies in the built environment or entrenched social issues. The success of projects or initiatives by these organizations to address resident and property owner concerns can be amplified by a well-organized neighborhood organization.

Neighborhood organizations that are registered with the City must be able to document their organization's activities, particularly their efforts to solicit the participation of the residents and property owners who they ostensibly represent. This provides the City with assurances that they are working with legitimate representatives of a given area. Such organizations would be eligible to participate in other neighborhood conservation and stabilization programs recommended in Endeavor 2045 and other initiatives.

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ACTION LB.1-1. NEIGHBORHOOD ORGANIZATION REGISTRATION. Encourage voluntary partnerships with existing and future HOAs or neighborhood groups.

The City may establish an optional program to recognize neighborhood organizations that wish to engage on community issues. Through voluntary registration and open communication, the City can better coordinate with these groups on local concerns, support neighborhood-led efforts, and connect them to future programs related to conservation, stabilization, or infrastructure improvements.

### **Theme 1: Neighborhood Conservation**

We will boost the long-term vitality of our neighborhoods through responsive initiatives, targeted investments, and community partnerships.

Adopted 11/4/2024, PDF p. 119 of 521 (Page 114)

### ACTION LB.1-4. NUISANCE CODE ENFORCEMENT. Offer nuisance code instruction courses.

Resident and property owner frustration with the nuisance code enforcement process can often result form a lack of understanding of code provisions or the steps in the enforcement process. The Neighborhood Services Department may offer recurring nuisance code reports to pre-approved neighborhood organizations to provide status updates on actions taken in a given area over a period of weeks or months. These updates illustrate a commitment to transparent communication, education, and allows the participants to bring other suspected code violations to the attention of participating municipal representatives.

The City should continue to update and enforce a community-driven code enforcement program that assists residents and property owners to make improvements to their properties. The City may develop and implement programs to assist with the renovation of blighted or substandard properties. There should be coordination with Washington County to abate public nuisance issues at properties that border city limits.

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### **Theme 1: Neighborhood Conservation**

We will boost the long-term vitality of our neighborhoods through responsive initiatives, targeted investments, and community partnerships.

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#### ACTION LB.1-7. NEIGHBORHOOD CONSERVATION COORDINATOR. Consider creaton of a neighborhood conservation coordinator position.

Effective implementation of the cumulative neighborhood conservation recommendations herein may require the oversight of a neighborhood conservation coordinator (a position which may be created through the reassignment of an existing staff member). A neighborhood conservation coordinator can also serve as the City's primary administrative official that works with volunteer groups and community service organizations to mitigate the potential duplication of services, organize support of Cityfacilitated events, and promote good relations between City departments and residents.

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#### Theme 1: Neighborhood Conservation

We will boost the long-term vitality of our neighborhoods through responsive initiatives, targeted investments, and community partnerships.

#### Adopted 11/4/2024, PDF p. 120 of 521 (Page 115)

ACTION LB.1-8. PARK RANGERS. Create a volunteer park ranger program to monitor activity within municipal parks and open spaces.

While Bartlesville residents have provided positive feedback regarding municipal park properties and the Pathfinder Parkway, there have also been expressions of concern regarding concealed areas, and a perception of some areas being unsafe due to unauthorized encampments of people experiencing homelessness.

The Bartlesville Police Department recently established a special unit of officers dedicated to patrolling Pathfinder Parkway. The Police Department also secured grant funding to add mental health specialists, who would work in tandem with police officers along Pathfinder. Still, officers and personnel must contend with large patrol areas, and there are access constraints to some segments of the City's trail network. Volunteer park ranger programs provide the police department with support at these key locations in the community.

Park rangers are not sworn police officers. They do not have the authority to issue citations or make arrests, but can be equipped with basic lifesaving gear, and have direct communication with police to increase response times at public properties.

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ACTION LB.1-8. PARK VOLUNTEERS. Explore a volunteer program to support the police department within municipal parks and open spaces.

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Park Volunteers are not sworn police officers. They do not have the authority to issue citations or make arrests, but can be equipped with basic lifesaving gear, and have direct communication with police to increase response times at public properties. 46

### **Theme 2: Cultural Cornerstones**

Our diverse architectural and cultural assets, and vibrant artistic institutions, will be cornerstones of our shared community identity and resident quality of life.

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ACTION LB.2-2. ART IN PUBLIC PLACES. Support the addition of public art in the form of murals, sculptures, and other forms.

Public art installations can be cost effective ways to activate and beautify areas of town that have seen little investment. To oversee the strategic selection and installation of public art, the City should establish a public art program to be administered by the Community Development Department. The program should work closely with partners like the Bartlesville Art Association, and create a policy and process for the installation, maintenance, and decommission of art on public property.

Locations in the city should be identified based on the lack of existing public art and that would best benefit from added activation. Further, the City may create a list of local artiststhat businesses can use when selecting qualified artist formurals and sculptures.

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#### ACTION LB.2-6. HISTORIC PRESERVATION ORDINANCE. Establish a historic preservation ordinance for Downtown Bartlesville.

Draft and implement an historic preservation ordinance that incorporates best practices, applies to a diverse range of building types and spaces, and balances proper rehabilitation techniques with design standards and guidelines. The standards and guidelines should be applied to contributing redeveloped properties and infill properties within the defined historic district or site.

Theme 3: Places to Play

We will develop a parks and recreation system that is enticing to all ages and abilities.

### Adopted 11/4/2024, PDF p. 123 of 521 (Page 118),

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ACTION LB.3-2. PARK ACCESS. Provide a public park space within a 10 minute walk of all residential areas.

An enticing and accessible parks system is reliant on geographically equitably distributed parks spaces that are within walking distance of a community's residential areas. Although each space may have different features and amenities, the impact of well-distributed parks extends beyond specific recreational activities that they may serve. These spaces are also defining neighborhood features that are central gathering spaces for sanctioned events and informal gatherings. The prioritization and location of new park spaces should align with "service area gaps" defined within a parks and recreation master plan (Action LB.3-1). Adopted 11/4/2024, PDF p. 123 of 521 (Page 118), Proposed, PDF p. 124 of 166

ACTION LB.3-3. RECREATIONAL FACILITIES. Provide recreational facilities that are equitably distributed and align with resident preferences.

Identify a targeted future level of service for the provision of common recreational facilities in municipal parks (e.g. playscapes, sport courts, play fields, etc.). As with parkland, new or replacement facilities should be distributed across the municipal parks system. While a system-wide master plan will identify those facilities that are popular across a community, their future placement in an individual park should be subject to further public input to ensure that the City invests in the right facility in the right place.

### Theme 3: Places to Play

We will develop a parks and recreation system that is enticing to all ages and abilities.

#### Adopted 11/4/2024, PDF p. 124 of 521 (Page 119)

### ACTION LB.3-5. INDOOR RECREATION. Complete a feasibility study for an indoor recreation and community center.

A recurring theme throughout Endeavor 2045's public outreach activities was a perceived lack of places to recreate year-round in Bartlesville, particularly places for youth and young adults. Bartlesville should commission a feasibility study for an indoor recreation and/or community center. The study would identify building programming and facility priorities, suitable siting options, construction costs, and costs and processes for long-term operations and maintenance. Different revenue-generating scenarios could be considered with distinctions between a community-only facility, and one designed to attract visitors to tournaments and events.

A completed feasibility study will serve as the guide by which City Council will determine whether to amend the City's capital budget to account for the construction of a new indoor recreation facility.

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### Theme 3: Places to Play

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#### Adopted 11/4/2024, PDF p. 124 of 521 (Page 119)

### ACTION LB.3-6. PARKLAND DEDICATION. Require parkland dedication and improvement as part of new development.

To adhere to future parkland target levels of service (Action LB.3-3) the Bartlesville Subdivision Regulations should be amended to require parkland dedication as part of new development. Parkland dedication requirements will be based on residential development size, and will include siting and minimum improvement requirements for new neighborhood parks. Existing provisions on a park improvement fee (Sec. 5-600) may be modified into fee-in-lieu provisions for qualifying development, with a focus on maintaining an improvement fund for larger community parks.

Corresponding amendments should be made to subdivision provisions related to Pathfinder Parkway (Sec. 3-400). Dedication of easement or right-of-way to accommodate new segments of the Parkway system should not affect other parkland dedication and improvement provisions. In addition, the City should have the option to require internal neighborhood connections between the primary Pathfinder Parkway alignment and new developments.

#### Proposed, PDF p. 125 of 166

ACTION LB.3-6. PARKLAND DEDICATION. Encourage the integration of parkland within new developments.

To align with future parkland service goals (Action LB.3-3), the Bartlesville Subdivision Regulations should be updated to support parkland dedication as part of new residential development. Requirements will be based on the scale of the development and may include options for on-site neighborhood parks or contributions toward larger community parks. Existing provisions related to park improvement fees (Sec. 5-600) could be adjusted to provide flexibility through a fee-in-lieu option for qualifying developments, ensuring continued investment in community green spaces.

Additionally, subdivision regulations related to Pathfinder Parkway (Sec. 3-400) should be refined to encourage dedication of easements or rights-of-way for new Parkway segments without imposing additional burdens on other parkland provisions. The City may also consider requiring internal neighborhood connections to enhance accessibility to the primary Pathfinder Parkway alignment.

Theme 3: Places to Play

We will develop a parks and recreation system that is enticing to all ages and abilities.

Adopted 11/4/2024, PDF p. 125 of 521 (Page 120), Proposed, PDF p. 126 of 166

ACTION LB.3-7. PARKS AND RECREATION DEPARTMENT. Have the Parks Board consider combining parks planning, facility maintenance, and programming under a unified department.

A unified municipal parks and recreation department is an essential component of providing public recreational services to the community. A centralized parks and recreation department can more effectively balance maintenance agreements, develop standardized maintenance modes and schedules, oversee an asset management program, offer City-administered or supported recreational programs, apply cost recovery policies for recreational services, oversee volunteers, manage events, and more. Although key hires would be necessary for a consolidated parks and recreation program, many staff of an initial department could be reassigned from existing City departments.

Theme 3: Places to Play

We will develop a parks and recreation system that is enticing to all ages and abilities.

#### Adopted 11/4/2024, PDF p. 125 of 521 (Page 120)

# <u>Trust for Public</u> Land | 10-Minute Walk Program

The Trust for Public Land's 10-Minute Walk campaign aims to ensure that every community has access to a high-quality park within a 10-minute walk from home. The initiative addresses park equity by collaborating with cities and partners to create safe, equitable access to parks. It has garnered support from nearly 250 mayors across the United States. In Bartlesville, the campaign could help fill gaps in park accessibility and enhance community well-being by providing residents with nearby green spaces for recreation, relaxation, and social interaction.

### Proposed, PDF p. 126 of 166

# Trust for Public Land | 10-Minute

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Theme 4: Community Health

We will support efforts to improve the physical, mental, and emotional health of our residents.

Adopted 11/4/2024, PDF p. 126 of 521 (Page 121)

# ACTION LB.4-1. EXPAND MEDICAL SERVICES. Expand the options for medical services in the community.

Efforts to attract and retain medical providers should be made to ensure residents have access and options for their medical needs. A mix of regional medical providers and local providers allows residents more choice and easy access for important medical services within the community.

### Proposed, PDF p. 127 of 166

### ACTION LB.4-1. ATTRACT EXPAND MEDICAL SERVICES. Attract Expand the options for medical services in the community.

Efforts to attract and retain medical providers should be made to ensure residents have access and options for their medical needs. A mix of regional medical providers and local providers allows residents more choice and easy access for important medical services within the community.

Theme 4: Community Health

We will support efforts to improve the physical, mental, and emotional health of our residents.

Adopted 11/4/2024, PDF p. 126 of 521 (Page 121), Proposed, PDF p. 127 of 166

ACTION LB.4-2. RECRUIT MEDICAL STAFF. Support the attraction of primary care physicians, specialists, mental health professionals, and urgent care staff.

Utilize existing and expanded incentive programs and cultural amenities to attract medical professionasl to Bartlesville Focus on beautification efforts around the Ascension medical campus and surrounding land to ensure the environment is attractive when recruiting medical staff. Adopted 11/4/2024, PDF p. 126 of 521 (Page 121), Proposed, PDF p. 127 of 166

ACTION LB.4-3. MENTAL HEALTH SUPPORT. Explore supporting existing and new mental health facilities to provide response, diagnosis, and services for mental health patients.

Explore supporting existing and new organizations that address the mental health needs of people in Bartlesville.

Further, the City should expand efforts to improve access to these organizations through public education and consider assisting with finding funding for needs as identified through discussions with partners.

Theme 4: Community Health

We will support efforts to improve the physical, mental, and emotional health of our residents.

Adopted 11/4/2024, PDF p. 126 of 521 (Page 121)

ACTION LB.4-4. PHYSICAL MOBILITY. Pursue Safe Routes to School, Transportation Alternatives, and other funding to develop active transportation facilities.

In coordination with an active transportation plan, the City should continue pursuing funding sources to add to the Pathfinder Parkway and create on-street bicycle connections through bicycle lanes and bicycle boulevards. Develop a connected network that links primary destinations, such as grocery stores, employment centers, and recreation spaces, to residential areas. Proposed, PDF p. 127 of 166

ACTION LB.4-4. PHYSICAL MOBILITY. Support funding opportunities for improved pedestrian and bicycle connectivity.

As part of a broader transportation strategy, the City should seek funding opportunities to enhance Pathfinder Parkway and expand safe, practical bicycle and pedestrian connections. Efforts should focus on improving accessibility between residential areas and key destinations such as grocery stores, employment centers, and recreation spaces. Future improvements should prioritize cost-effective solutions that align with community needs and existing infrastructure.

Theme 4: Community Health

We will support efforts to improve the physical, mental, and emotional health of our residents.

Adopted 11/4/2024, PDF p. 127 of 521 (Page 121), Proposed, PDF p. 128 of 166

ACTION LB.4-8. UNDERSERVED POPULATIONS. Improve health outcomes for traditionally underserved populations.

Efforts should be made to engage communities of color and residents with lower incomes and provide services and support to improve health outcomes. The City should continue to coordinate with Ascension, GRAND Mental Health, and other local and state partners to support these residents.



### Natural Bartlesville

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#### Adopted 11/4/2024, PDF p. 130 of 521 (Page 125)

We will act as stewards of our open spaces and natural resources. Public services and infrastructure will be provided in a manner that intentionally balances community growth while protecting the natural environment.

#### Proposed, PDF p. 131 of 166

Natural Bartlesville

We will act as stewards of our open spaces and natural resources. Public services and infrastructure will be provided in a manner that intentionally balances community growth and property rights while protecting the natural environment.



Our natural resources will be prioritized and preserved so they may be enjoyed by future generations.

Adopted 11/4/2024, PDF p. 132 of 521 (Page 127), Proposed, PDF p. 133 of 166

ACTION NB.1-2. WATER CONSERVATION. Continue to support water conservation policies and programs, such as the Water Shortage Ordinance, through regular evaluations and updates.

With the Committee's recommendation, the City Council significantly modified the water shortage code by ordinances in April and October 2023. Emergency water rates were implemented in April 2023, and repealed in mid-July 2023, following vital rains that restored and stabilized water levels. As the City progresses in acquiring water rights, the City should evaluate the success of the water shortage code and update restrictions, stage triggers, and penalties as necessary to ensure the code remains effective in conserving the water supply in times of drought.



Our natural resources will be prioritized and preserved so they may be enjoyed by future generations.

Adopted 11/4/2024, PDF p. 132 of 521 (Page 127)

#### ACTION NB.1-3. PROTECT OPEN SPACES. Proactively pursue the conservation and protection of open space and sensitive natural environments (such as floodplains or wildlife habitats).

Taking proactive measures to conserve open space demonstrates the City's commitment to sustainability, ensuring that Bartlesville remains a desirable and thriving community. By safeguarding these natural landscapes, the City can maintain its unique character, attract tourists, and enhance residents' quality of life. Protecting open spaces helps to mitigate environmental degradation, conserve wildlife habitat, and promote outdoor recreational opportunities for current residents and future generations.

There are multiple ways the City can pursue this effort, these include but are not limited to: working with landowners to establish conservation easements, acquiring land for conservation, and collaborating with nonprofit organizations such as the Trust for Public Land.

### Proposed, PDF p. 133 of 166

ACTION NB.1-3. PROTECT FLOODPLAINS AND OPEN SPACES. Proactively pursue the conservation and protection of publicly owned open space, including the Caney River corridor and sensitive natural environments such as floodplains and wildlife habitats.

The City acknowledges its responsibility under the National Flood Insurance Program (NFIP) to help manage and reduce flood risks by identifying and protecting flood-prone areas. Voluntary, locally guided conservation efforts—particularly along the Caney River—can enhance public safety, preserve Bartlesville's unique natural character, and support responsible environmental stewardship. These efforts may include working cooperatively with willing landowners to establish conservation easements, acquiring strategic land for flood mitigation or recreation, and collaborating with local or regional organizations to protect valued natural areas. Such actions uphold private property rights, promote outdoor recreation, and contribute to the longterm livability and resilience of the community.



Our natural resources will be prioritized and preserved so they may be enjoyed by future generations.

### Adopted 11/4/2024, PDF p. 133 of 521 (Page 128)

# ACTION NB.1-4 PROTECT THE FLOODPLAIN. Proactively pursue conservation of the Caney River and floodplain as a natural area.

Taking proactive measures to conserve the Caney River demonstrates the City's commitment to ensuring that Bartlesville remains a desirable and picturesque community. By safeguarding these natural landscapes, the City can maintain its unique character, attract tourists, and enhance residents' quality of life. Moreover, protecting open spaces along the river helps to mitigate environmental degradation, conserve wildlife habitats, and promote outdoor recreational opportunities for current and future generations to enjoy. There are multiple ways the City can pursue this effort, these include but are not limited to: working with landowners to establish conservation easements, acquiring land, and collaborating with nonprofit organizations such as the Trust for Public Land.

### Proposed, PDF p. 134 of 166

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Our natural resources will be prioritized and preserved so they may be enjoyed by future generations.

Adopted 11/4/2024, PDF p. 135 of 521 (Page 130)

# **Tree Equity Score**

Tree canopy plays a crucial role in a community's ability to reduce heat and enhance public health. The Tree Equity Score evaluates how effectively the benefits of urban tree canopy are reaching those who need them most. This score sets an equity-first standard to guide investments in lowincome communities, communities of color, and those disproportionately impacted by extreme heat, pollution, and other environmental hazards. Bartlesville's score is 86, with multiple census blocks achieving a 100. The lowest scores in the city are clustered at both the east and west edges of town.

### Proposed, PDF p. 136 of 166

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61



Theme 3: Public Infrastructure and Services Our public infrastructure and services will be efficiented and sustainable for years to come.

#### Adopted 11/4/2024, PDF p. 138 of 521 (Page 133)

#### ACTION NB.3-8. ENERGY EFFICIENT DESIGN. Encourage energy efficiency and innovation in homes, businesses, and City facilities.

The City of Bartlesville should aim to create a more resilient and energy-efficient community across both public and private sectors. There are numerous strategies to enhance energy efficiency in Bartlesville, starting with the City leading by example. The City can invest in and promote renewable energy sources like solar and wind for municipal operations and broader community use. Upgrading City-owned buildings with energy-efficient technologies and transitioning City-owned vehicles and public transit to electric or low-emission alternatives are all essential steps. Supporting mixed-use and transitoriented developments will reduce car dependency, while improved recycling and composting programs can minimize landfill waste. Expanding bike lanes, walking paths, and pedestrian-friendly infrastructure, along with launching public awareness campaigns on energy conservation and sustainable practices, will further advance these efforts.

Additionally, the City can support residents and businesses by creating green building codes and providing incentives for energy-efficient construction or renovations in private and commercial properties which can drive sustainable growth. On the private side, residents can contribute by installing solar panels, using ENERGY STAR-certified appliances, utilizing smart thermostats, and incorporating low-impact landscaping designs. Through fostering a culture of energy conservation, educating the community on best practices, and encouraging energy-saving behaviors, Bartlesville can set meaningful goals for reducing energy use and achieving long-term sustainability.

### Proposed, PDF p. 139 of 166

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# ortiesvile endeavor 2045

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An initiative of **bartlesvilleNEXT** 

Adopted November 4, 2024

# Forward

Endeavor 2045 is the blueprint for guiding the growth and development of Bartlesville over the next 20 years. This Plan covers topics including land use, transportation, infrastructure, housing, parks, economic development, and more. The guidance contained within has been generated based on established community values, preferences and anticipated growth, as defined by Bartlesville residents. It is the shared responsibility of municipal leaders, residents and community stakeholders to implement and monitor the progress of this Plan.



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## **City Council**

Dale Copeland | Mayor, Ward 1 Jim Curd Jr. | Vice Mayor, Ward 3 Loren Roszel | Ward 2 Quinn Schipper | Ward 4 Trevor Dorsey | Ward 5

### Comprehensive Plan Advisory Committee

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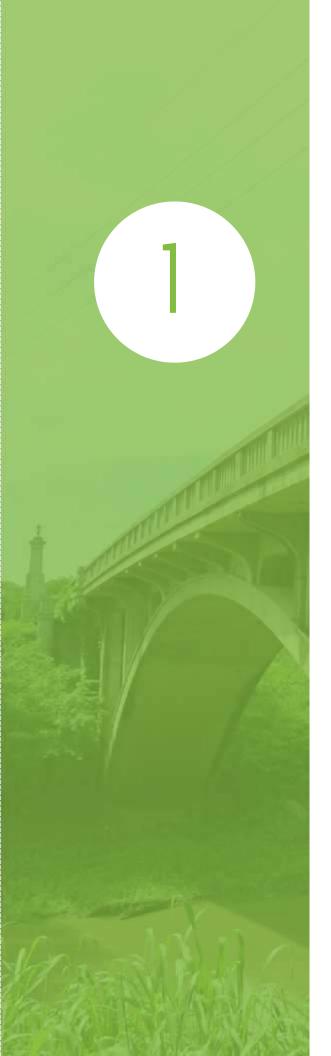
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# bartlesville endeavor 2045

bartlesville**NEXT** 



# OUR ENDEAVOR

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# What is Endeavor 2045?

Commissioned in 2023 by the Bartlesville City Council, the Endeavor 2045 Comprehensive Plan (the "Plan") is the City's plan for facilitating growth and development of the community. This guidance is generated based on established community values, preferences, and anticipated growth. Goals and strategies in this Plan shape the future by proposing policies, investments, and city-wide initiatives.

Endeavor 2045 is an update to Bartlesville's past comprehensive plan, adopted in 1999, and is designed to address the city as a whole. It evaluates various elements of the community, such as land use, mobility, economic development, housing, public services, and natural and cultural resources. Once adopted, it will be the responsibility of municipal leaders, residents, and community stakeholders to implement and monitor the progress of the Plan.

### OKLAHOMA PLANNING STATUTORY AUTHORITY

Title 11, Section 43-103 of the Oklahoma State Statutes states that municipal regulation as to buildings, structures, and land shall be made in accordance with a comprehensive plan. The law further defines that a comprehensive plan be designed to lessen roadway congestion, address public safety, promote health and the general welfare, and address other quality of life topics.



# How is Endeavor 2045 organized?

#### Chapter 1: Our Endeavor...

describes the purpose and development of Endeavor 2045. This chapter summarizes key planning initiatives, milestones, public engagement and the city's vision to innovate, prosper, and thrive.

#### Chapter 2: Bartlesville Today...

shares the history and existing conditions of the community and identifies the basis for recommended actions and strategies.

#### **Chapter 3: Future Bartlesville...**

provides guidance on future development patterns in Bartlesville by introducing the future development plan, context and character areas, areas of special consideration, and the future thoroughfare map.

#### Chapter 4: Prosperous Bartlesville...

recommends actions and strategies to encourage economic and community growth in Bartlesville.

#### **Chapter 5: Livable Bartlesville...**

recommends actions and strategies to advance safety, parks and recreation, community health, and other quality of life topics in Bartlesville.

#### **Chapter 6: Natural Bartlesville...**

recommends actions and strategies to encourage sustainable practices when addressing utilities and the natural environment.

#### Chapter 7: Work Program...

prioritizes the policy and investment-based actions that are designed to address the challenges and opportunities identified throughout the Plan.

# The Planning Process

Bartlesville Endeavor 2045 comprehensive plan was conducted in five phases over the course of 12 months. Each phase included elements of community engagement to various extents. The planning process and timeline of events can be viewed below.

#### PHASE 1 | AFFIRM

Review of the existing community, past planning efforts, and the city's current conditions.

#### PHASE 2 | ENVISION

Engaged community leaders, stakeholders, and residents to establish a vision for the future of Bartlesville.

#### PHASE 3 | DELINEATE

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Developed guidance for future growth and development based on findings and community feedback .

#### PHASE 4 | CALIBRATE

Developed policies, programs, and strategies to guide implementation of Plan recommendations.

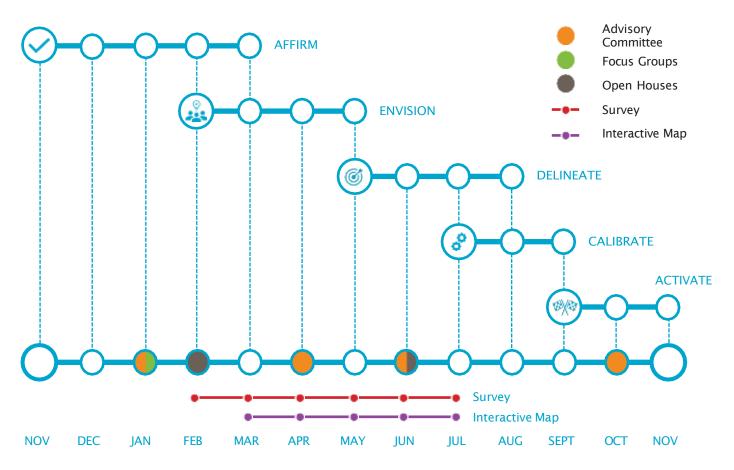
#### PHASE 5 | ACTIVATE

Review the draft Plan with the community for a formal recommendation and adoption by the Bartlesville City Council.

#### THE PLANNING TEAM

Endeavor 2045 was prepared by a planning team comprised of staff from the Bartlesville Community Development Department and partners at Halff Associates, the planning firm hired to facilitate the comprehensive plan. As the principal administrators of the plan, the Endeavor 2045 planning team was responsible for conducting research, engaging the community, and developing the recommendations found within this plan document.

# Planning Timeline



Public Engagement Key



Community engagement events were held in multiple community spaces around Bartlesville.

# Engaging the Community

Resident input and feedback provide the foundation of a community driven comprehensive plan. The Bartlesville Endeavor 2045 planning team engaged residents during the planning process through a variety of outreach techniques. All engagement activities fall under one of two overarching outreach methods, in-person and digital outreach. Findings from the community engagement activities directed the development of the plan vision statement and guiding principles and informed the issues and recommendations made throughout the Plan.

#### **IN-PERSON OUTREACH**

Public engagement activities were conducted through formal and informal interviews, workshops, meetings, and open houses. These engagement initiatives allowed the planning team to hear directly from residents and community champions about their desires for Bartlesville's future. These events enabled community members to learn about the planning process and speak with the planning team.

#### DIGITAL OUTREACH

Public engagement activities were also conducted virtually. This took place in the form of a project website, an online community survey, and an interactive mapping tool. The project team also utilized social media and the City website to announce project updates and engagement opportunities.

**Gartlesville has the** conveniences of a big town, with a bit of a small town feel.

## **Comprehensive Plan Advisory Committee**

Bartlesville Endeavor 2045 was prepared under the oversight of a Comprehensive Plan Advisory Committee (CPAC), members of which were appointed by the Bartlesville City Council. The CPAC was composed of residents and community champions who have an interest in the prosperity and vitality of Bartlesville. The group met four times at various stages of the planning process to review findings, provide input, and ensure the Plan was developed to reflect the character and priorities of the community.



MEETING 1 | PROJECT KICK-OFF | JANUARY 17, 2024 An introduction to the planning process and an interactive visioning work session was conducted.

MEETING 2 | PRELIMINARY FINDINGS | APRIL 15, 2024 A review of the initial findings from the community outreach activities and conditions assessment findings were provided to the CPAC.

MEETING 3 | PLACEMAKING | June 19, 2024 A review of the community design workshop for the two areas of special consideration was given to the CPAC and the group provided feedback on the findings.

MEETING 4 | PLAN OVERVIEW | OCTOBER 14, 2024 The Plan draft was provided to the CPAC for review and a recommendation for adoption was made to the City Council.

## City Council

The Bartlesville City Council was engaged at three key points in the planning process. Each meeting allowed the planning team to gather council feedback and provide information regarding the status of the planning process.

#### **COUNCIL VISIONING**

Members of the City Council were interviewed individually or in small groups (non-quorum) to better understand their individual goals for the community and to learn about the needs of their constituents. Their participation in the visioning process enabled the project team to learn more about each ward and the unique challenges found within each.

#### **PROJECT UPDATE**

In April 2024, the project team attended a special meeting of the City Council to provide a project update. The update included initial findings from the community engagement activities, results of the community assessment, and community build-out assumptions. Council feedback was incorporated into the plan document.

#### PLAN REVIEW AND ADOPTION

The City Council, along with the Planning Commission, met with the planning team to review the full draft of the Plan. The recommendations and feedback from the group was incorporated into the Plan and the final version was presented to the Planning and Zoning Commission, who rendered a formal recommendation to City Council. The Council reviewed the final document and adopted the Plan on November 4, 2024.

Four public open house events were hosted by the planning team to gather information and provide feedback to residents. The first two open house events were held in February 2024 and centered on community visioning with the intent to gather input on resident's priorities, interests, and concerns. The events included informational boards, engagement boards, a budgeting activity, a mapping activity, an interactive poll, and an informational slideshow. The second two open house events were conducted in June 2024 to provide updates to the community vision and inform residents on the future development plan. Each event was held in a community space and advertised via CityBeat newsletter and social media.

City staff also attended the "Shamrock the 'Ville 5K" event and two Rotary Club events with engagement boards to receive resident feedback.

#### COMMENTS FROM PARTICIPANTS





Residents spoke with the planning team about key areas of interest.

#### BUDGET EXERCISE











**15%** Water and Sewer Systems



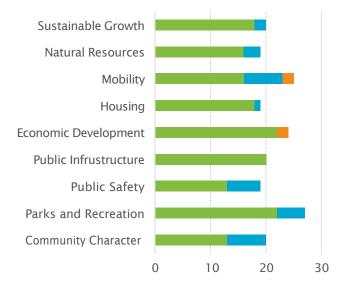
12%



26% Other Categories Combined

Parks, Trails and Open Spaces

#### TOPICS OF IMPORTANCE



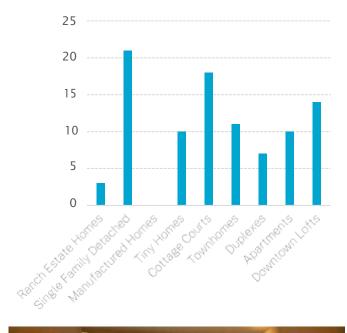
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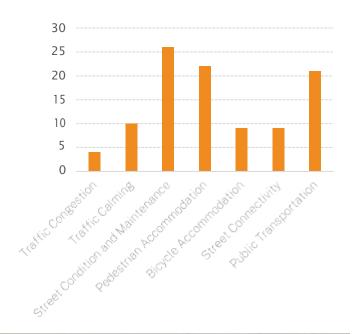
#### HOUSING PRIORITIES

Open house participants were asked to identify the types of housing they would like to see grow in Bartlesville. Most respondents selected single-family detached followed by cottage court style homes.

#### TRANSPORTATION PRIORITIES

Participants were asked how the city should prioritize transportation issues in Bartlesville. Street condition and pedestrian accommodations were the highest priority.









The Endeavor 2045 planning team met with five focus groups composed of community champions identified by City staff. The groups provided insight into current community issues, opportunities, needs, and priorities. Each group was composed of representatives of key interest groups with similar expertise to allow for meaningful discussions on familiar issues. Common themes and unique insights were discovered based on the observations and opinions of the focus group members. Key themes from each group can be found below.

#### LAND USE AND HOUSING

Members of the land use and housing focus group included individuals in the development field, including architects, builders, and bankers.

#### **KEY THEMES:**

- There is a need for more affordable housing.
- There is a gap in mid-level housing.
- There is growing demand for more density.

#### ECONOMIC DEVELOPMENT

Members of the economic development focus group included representatives from educational institutions, businesses leaders, and tourism professionals.

#### KEY THEMES:

- Bartlesville needs to attract more young professionals.
- There is a desire to attract new industries, such as aviation and film.
- There is a desire to help grow local businesses.

#### TRANSPORTATION

Members of the transportation focus group represented a range of mobility groups and transportation providers.

#### **KEY THEMES:**

- Residents want more transit options.
- Pathfinder Parkway is a major community asset and is often used for transportation.
- There is a desire to increase sidewalk connections.

#### MISCELLANEOUS

Members that could not make one of the prior four focus group meetings met for this "make-up" meeting. This group was composed of a range of interests that span many topics.

#### **KEY THEMES:**

- The need for more economic diversification.
- Vacancy at Washington Park Mall needs to be addressed.
- There needs to be more childcare options for parents.

#### HEALTH AND HUMAN SERVICES

Members of the health and human services focus group included healthcare professionals, non-profit leaders, and law enforcement personnel.

#### KEY THEMES:

- There is a growing population of residents experiencing homelessness.
- Residents want additional communication outlets.
  - There are concerns about access to quality healthcare.

#### COMMON THEMES

At each group discussion, residents and community champions praised the quality of life amenities in Bartlesville. The Pathfinder Parkway was repeatedly mentioned as a key community asset that differentiates Bartlesville from other communities. Similarly, the historic downtown and architectural style of prominent buildings were seen as a draw for residents, tourism, and for economic development. The issue of housing was discussed in many groups, particularly as it related to the perceived rise in instances of homelessness. This led to a discussion of the need for community services, along with new and revitalized housing.

## Community Survey

The Endeavor 2045 community survey (the "Survey") was launched on January 28 and closed on July 2, 2024. The Survey included a mix of open ended and multiple choice questions to gain feedback and identify community members' wants and concerns. There were a total of 1,129 responses and 95.8 percent of those participating were residents of Bartlesville. The survey results were used to help identify community priorities and guide the vision statement and guiding principles of this Plan. This section highlights key findings; the complete survey results can be found in Appendix A.

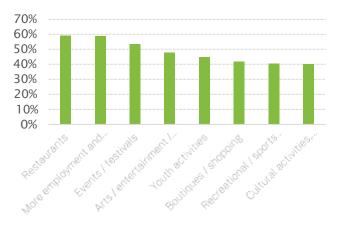
#### **RESIDENT SATISFACTION**

The survey found that residents are largely satisfied with the quality of life in Bartlesville. However, the area with the highest level of dissatisfaction is how Bartlesville performs as a place for play and recreation. The highest satisfaction level is how Bartlesville is "as a place to live."



#### QUALITY OF LIFE

When asked to identify what factors related to quality of life that residents would like to see more in the community, 59 percent stated more restaurants, 59 percent said more employers and jobs, and 53 percent said more festivals and events. Other common answers included arts and entertainment, youth activities, and shopping.



#### **CRITICAL ISSUES**

Residents also stated that the primary issues facing the community include water conservation/sustainability, economic and job sector diversification, and the current type of growth and development. Other concerns included a lack of well-paying jobs, roadway conditions, and housing prices. Residents also wrote in about their concerns over an increase in people experiencing homelessness and a lack of sidewalks and other transportation options.

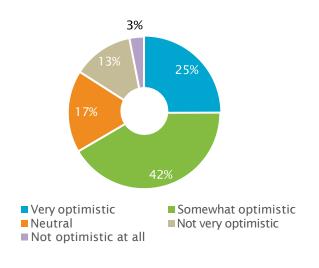
Water conservation / sustainability

Economic / job sector diversification

Type of growth and development

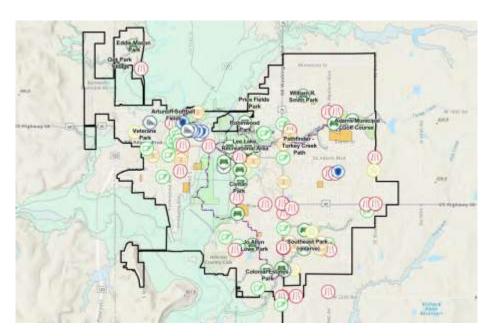


When asked to look forward, residents stated that they are optimistic about the future of Bartlesville. Approximately two-thirds of residents said they are either somewhat or very optimistic about the future, while only 16 percent stated they are not very optimistic or not optimistic at all. The general positive view of Bartlesville's future is reflected in other responses and in the community's vision statement (page 12).



An interactive mapping tool was available from March to May 2024 providing community members with the opportunity to identify specific needs, ideas, or concerns by location in the community. The map allowed residents to share ideas by dropping a "pin" at specific locations. Pins were labeled by type and included categories such as "economic development," "redevelopment," "housing," "land use," "natural resources," "parks and trails," "public safety," "transportation," "water/ sustainability," and "other." Over 115 comments were made on the map and the primary topic was regarding transportation issues. A few representative comments include:





## Summary of Public Engagement Themes

The public outreach process allowed the planning team to gain insight to key issues, concerns, and priorities in Bartlesville. These themes, which are summarized below, informed the vision statement, guiding principles, and priorities of the Endeavor 2045 plan.

### WATER

Water security, conservation, and reliability was a prominent topic throughout the public outreach process. Ensuring the community continues to have access to reliable water supply is a major community priority.



#### ECONOMIC DIVERSIFICATION

Throughout the public engagement process, residents and stakeholders have expressed concern about the

community's reliance on a few major employers in the city. The consensus of the public feedback was the need to diversify the local economy through recruiting more employers and assisting residents to build up locally grown businesses.



#### HOUSING

Residents expressed a desire to see more affordable and middle-income housing in Bartlesville. The issue of homelessness was a major concern among residents as well. Ideas included added multifamily housing, tiny homes, and home owner assistance programs.



#### **OUALITY OF LIFE**

Community feedback consistently emphasized the need for more activities and gathering places for young adults, teens, and kids. To enhance mental and physical well-being of residents and to attract and retain younger residents, additional quality of life amenities such as retail options, parks and recreation, community events and festivals are needed.

# **Our Vision**

The Endeavor 2045 vision is a statement of intent that expresses Bartlesville's determination to position itself as a leading community of choice for residents, visitors, and investors. Our vision statement is aspirational and serves as a focal point upon which to direct our shared efforts to ensure long-term community health and prosperity.

Our vision statement reflects common themes that were identified during Endeavor 2045's community outreach process and incorporates the feedback of residents, community champions, City staff, the CPAC, and members of City Council. Corresponding guiding principles identify how we will position our community to realize our vision while anticipating and adapting to change.

Bartlesville is a dynamic leading community of choice that endeavors to create opportunity for residents, business, and industry to innovate and prosper.

# **Guiding Principles**

The Endeavor 2045 guiding principles are an extension of the vision statement and reflect overarching community values. Each guiding principle provides the foundation for the Endeavor 2045 recommendations.

The four guiding principles were derived from public input regarding key themes, challenges, and opportunities for the community. Later chapters contain further instruction on implementing these principles and the vision.

#### FUTURE BARTLESVILLE

We will promote development patterns in Bartlesville that maximize our market potential while creating quality spaces that generate shared community pride and ensure the long-term fiscal viability of public assets. PROSPEROUS BARTLESVILLE

We will foster a prosperous city where businesses thrive, jobs are abundant, and innovation drives growth. By investing in infrastructure, education, and technology, we will strive for sustained prosperity through the diversification of our economic portfolio.

#### LIVABLE BARTLESVILLE

We will uplift our residents through the provision of quality neighborhoods, safe public areas, adequate healthcare, vibrant parks and public spaces, and engaging events and recreational opportunities.

### NATURAL BARTLESVILLE

We will act as stewards of our open spaces and natural resources. Public services and infrastructure will be provided in a manner that intentionally balances community growth while protecting the natural environment.

## Definitions

The following terms are used throughout this plan to describe tools and approaches that support Bartlesville's vision for growth, development, and community preservation. Each concept reflects a commitment to local decision-making, private property rights, and the values of freedom, family, and economic opportunity. These definitions are intended to clarify the intent behind policies and programs while ensuring they remain rooted in the character, heritage, and priorities of the Bartlesville community.

Architecture Standards Manual: A locally developed guide that outlines design principles—such as building materials, façade treatments, rooflines, and signage—to help ensure new development or redevelopment complements the surrounding character and community values.

**Green Infrastructure**: Voluntary, locally guided strategies that use natural systems—such as rain gardens, permeable pavement, and bioswales—to manage stormwater, reduce flooding, and enhance environmental quality in a cost-effective manner. When used appropriately, green infrastructure can complement traditional infrastructure while preserving property rights, minimizing regulatory burdens, and promoting responsible land stewardship. Its implementation should remain optional and tailored to local needs, community values, and fiscal priorities—not imposed through federal or centralized mandates.

**Historic Preservation Ordinance:** A locally adopted, community-guided policy that seeks to recognize and encourage the preservation of historically significant buildings and sites— in the Downtown Bartlesville—while respecting private property rights and avoiding unnecessary regulatory burdens.

**Mixed-Use:** A development approach that thoughtfully combines compatible land uses—such as residential, commercial, and civic spaces—within a single property or area to support efficient land use, economic vitality, and local quality of life. When guided by community standards and respect for private property rights, mixed-use development can strengthen small businesses, reduce unnecessary sprawl, and create attractive, walkable environments that reflect the unique character and values of the local community.

**Placemaking:** Community-driven efforts to shape public spaces in ways that reflect local values, heritage, and priorities, while promoting freedom, family, and economic opportunity.

**Quality of Life:** An individual's overall well-being, including physical health, mental and emotional state, economic stability, education, personal freedom, and the ability to participate in and contribute to society. It reflects how satisfied people are with their lives and the conditions in which they live, work, and interact with others.

**Resilient:** The ability of a person, system, organization, or community to withstand, adapt to, and recover from challenges, difficulties, or disruptions. It involves maintaining functionality and stability in the face of adversity, while also having the capacity to grow, learn, and improve from experiences. Resilience can apply to physical, emotional, economic, and environmental contexts.

**Sustainable / Sustainability**: The responsible planning, development, and maintenance of infrastructure and resources in a way that supports long-term community resilience, economic vitality, and quality of life—without imposing unnecessary government control or undermining private property rights. From a conservative viewpoint, sustainability in infrastructure means ensuring roads, utilities, water systems, and public facilities are built and maintained efficiently, cost-effectively, and with future generations in mind. It emphasizes local control, fiscal responsibility, and the use of durable, proven methods—while allowing for innovation that respects community values and the freedom of individuals and property owners.

**Walkable Development:** Community-driven land use and street design that supports safe, accessible movement on foot especially within neighborhoods, downtowns, and local business areas—without restricting personal freedom or limiting travel options. Rooted in traditional planning principles, walkable development respects private property rights, encourages local economic vitality, and enhances community character, while opposing centralized mandates such as "15-minute city" models that seek to control movement or limit personal choice through regulation.

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# Bartlesville Today

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### **Recent Accomplishments**

2023 Adoption of Bartlesville Next: City Strategic Plan

2020 Improvements made to Kiddie Park

2017 Silver Lake Shopping Center opens to the public

2016 Public Safety Complex is constructed

2015 Lee Lake is developed into a city park

2011 Completion of the West Bartlesville Redev. Plan

2009 Adoption of the Parks and Recreation Development Plan

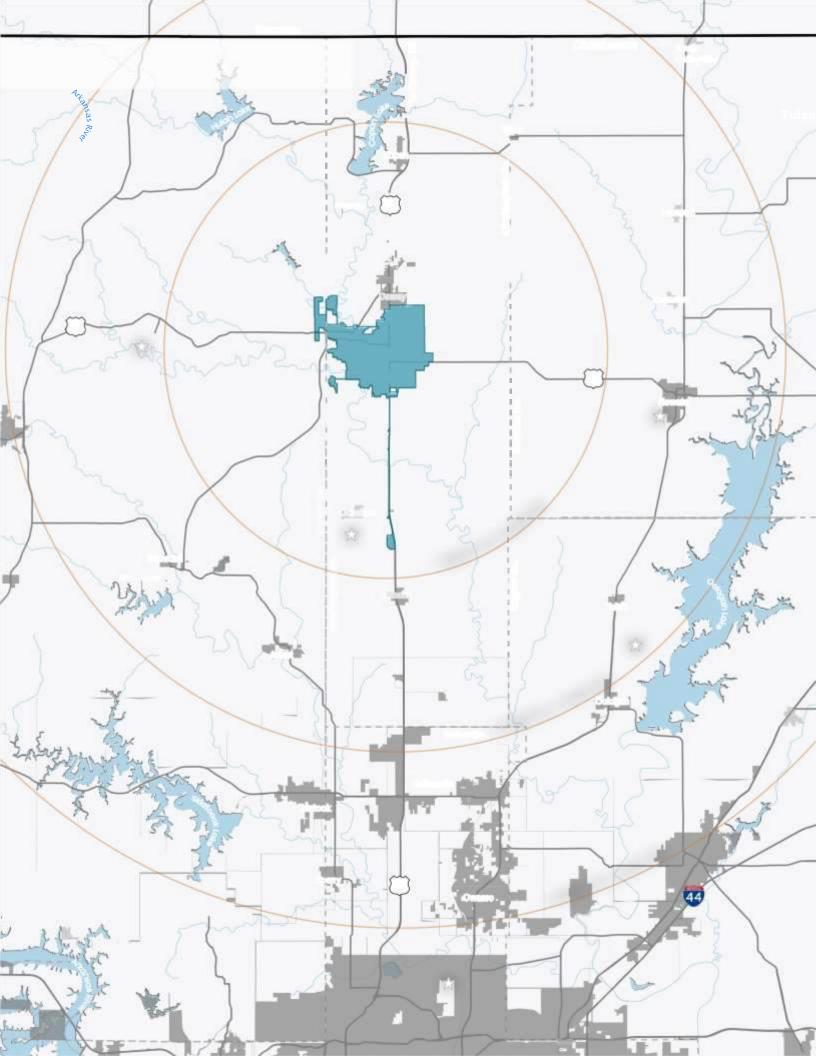
Image descriptions: Image 1. The Bartlesville Library in downtown; Image 2. Kiwanis Park on East 11th Street **Community Context** 

The City of Bartlesville is the 12th largest community Oklahoma with 37,290 residents. Located approximately 40 miles north of Tulsa, the city benefits from close access to the Tulsa metropolitan area providing jobs and amenities. Bartlesville is also 18 miles south of the Kansas border and is situated along the Caney River.

Bartlesville is accessible by two major highways, U.S. Route 75 and U.S. Route 60. Route 75 connects Bartlesville to the Tulsa metro area while Route 60 links the city to neighboring Pawhuska and Nowata. Three area lakes (Hulah, Copan, and Hudson) provide the city with drinking water and nearby recreation opportunities.







The Bartlesville Endeavor 2045 Comprehensive Plan will focus on the 22.6 square miles<sup>1</sup> and include within the City of Bartlesville municipal boundary. Select areas outside of the city limits may be considered based on context and importance to the future of the community.

The city is physically divided between east and west by the Caney River. The western side of town features historic downtown and neighborhoods, Johnstone Park, Kiddie Park, and the municipal airport. The east side of town was largely developed in a suburban style after the 1960's and is home to Adams Municipal Golf Course, Washington Park Mall, and Oklahoma Wesleyan University. The city has 17 parks and open spaces, totaling to over 700 acres of parkland<sup>2</sup>. The city also features a robust trail system that includes over 19 miles of paved recreational and multi-use trail<sup>2</sup>.

#### LEGEND

**Functional Classification Principal Arterial Minor Arterial Major Collector** Local

Floodplain Water Waterways Parkland

Trails w-2000 Rd

#### 1. GIS data provided by the Oklahoma Dept. of Transportation

2. GIS data provided by the City

Bartlesville

W-3000 Rd

**Osage County** 

 $\leq$ 

Hensley Blvd

W 10th St

W 14th St

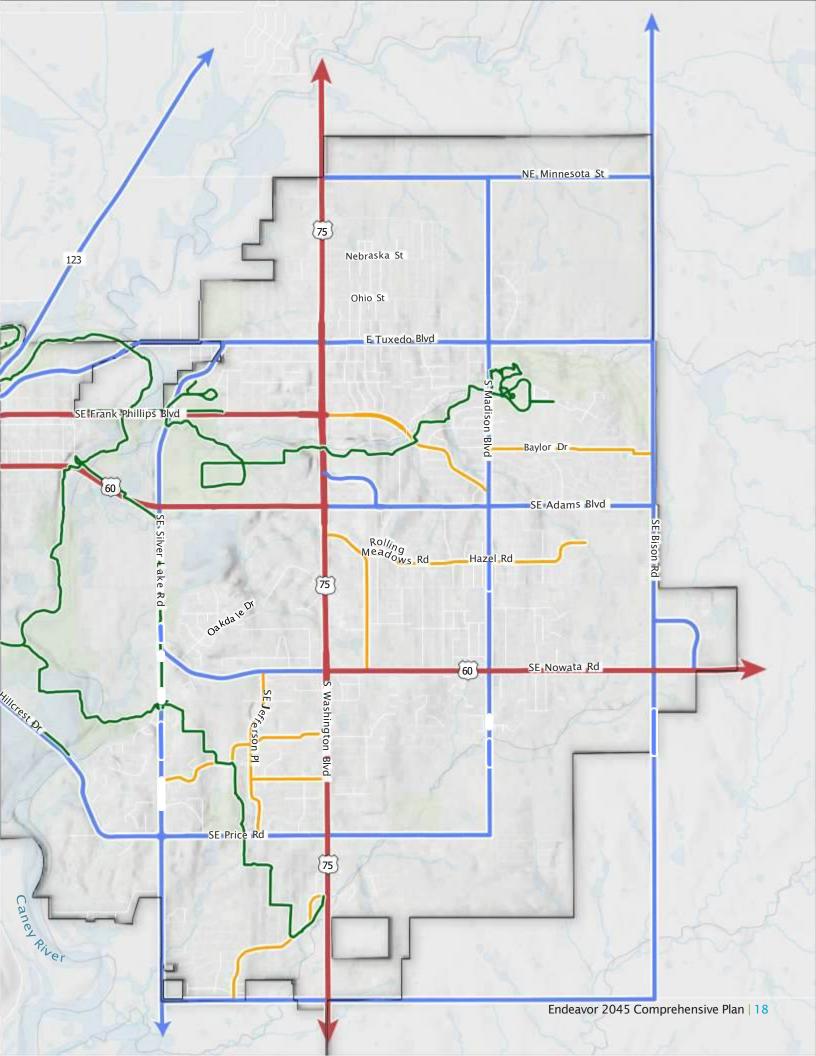
W 18th St

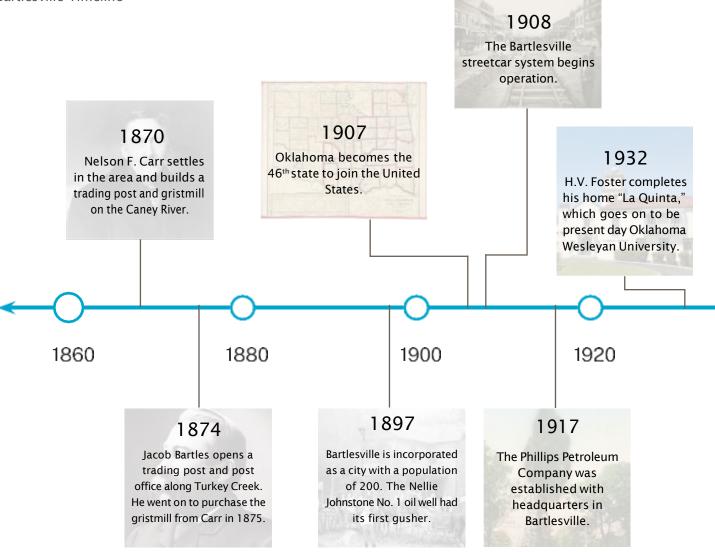
S Cherokee

Bartlesville

Municipal

Airport





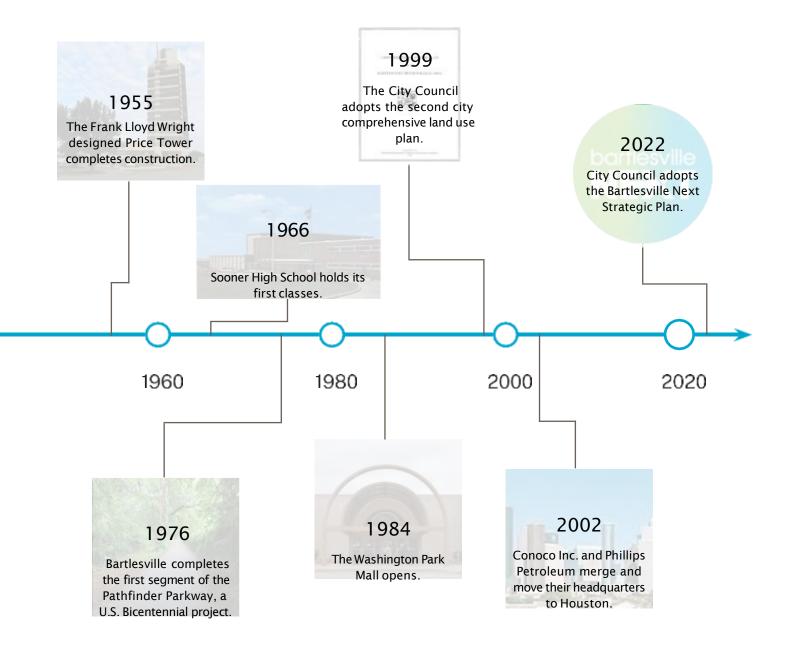
# **Our History**

#### NATIVE AMERICAN AND INDIAN TERRITORY

Bartlesville is located along the Caney River in Washington County, Oklahoma. During the 1800s the land was inhabited by the Osage Nation (native to present-day Oklahoma), and the Cherokee and Delaware Nations, who were forced to relocate to Oklahoma from the southeastern United States following the Indian Removal Act of 1830. In the years following, the area within which present-day Bartlesville is located was used for hunting, fishing, agriculture, and trade.

#### **CITY FOUNDING**

Bartlesville was named for the city founder, Jacob H. Bartles. Bartles was the white son-in-law of the Delaware Tribe's Chief Charles Journeycake. In 1874, Bartles opened a trading post and post office along Turkey Creek. Bartles went on to purchase a mill from Nelson F. Carr along the Caney River, located where Johnstone Park is today. Even as the growth of Bartlesville continued, the city did not incorporate until 1897, with Dr. Thomas A. Stewart serving as mayor. With Bartlesville's growth and prominence in the area, the city was selected to be the county seat of Washington County at the Oklahoma Constitutional Convention of 1906.



#### **CITY GROWTH**

The presence of oil around Bartlesville was noticed in 1875. The first commercial well was drilled in 1897 and the city quickly grew into a leading center of petroleum production and research. The Phillips Petroleum Company was established in 1917 by Frank and L. E. Phillips and quickly became the largest company in the state. The oil industry's presence attracted the attention of the U.S. Bureau of Mines, who decided in 1918 to locate an experiment station in Bartlesville to research new methods for extracting oil. The presence of petroleum companies spurred growth in other industries throughout the mid-1900's, such as the H.C. Price Company, Bartlesville Zinc, National Zinc smelters, and the May Brothers Department Store. The growth of these industries directly tied to the growth of the community throughout the 1950s, '60s, '70s, and into the '80s. The population remained steady after the 1990s and following Phillips Petroleum's merger with Conoco in 2002 and the subsequent shift of their headquarters to Houston, Texas.

In April 1999, the City of Bartlesville adopted the second Comprehensive Land Use Plan, replacing the original 1981 Comprehensive Plan and updating standards for the physical development of the community. The City has regularly engaged in long-range planning efforts, which have included the Downtown Master Plan (2004), Parks and Recreation Development Plan (2009), West Bartlesville Redevelopment Plan (2011), and the Bartlesville NEXT Strategic Plan (2022).

# People

#### BARTLESVILLE POPULATION

Bartlesville has seen little population growth since 1980. The largest period of growth in the forty-years since has occurred in the past 10-year (35,750 in 2010 to 37,290 in 2020). This four percent jump in population indicates more interest in relocation to Bartlesville. As of 2022, Bartlesville is home to an estimated 37,314 residents.

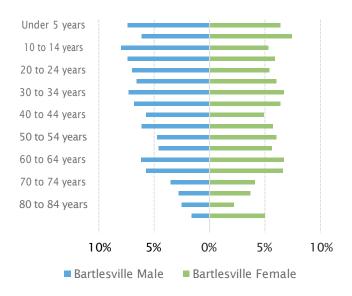


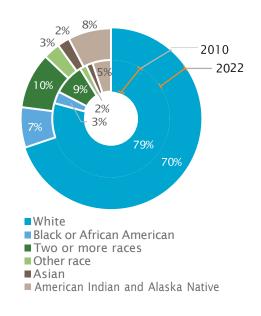
AGE

As of 2022, the median age for Bartlesville residents was 37.5 years old. This is older than the state median (36.9) and younger than the median for Washington County (39.7). The largest age groups are 30 to 34 year olds, zero to five year olds, and six to 10 year olds, though there is a relatively even distribution across ages. This distribution indicates that there are many young families in Bartlesville with children.



The population of Bartlesville has become more racially diverse over the past 10 years. According to the 2022 ACS estimates, 73.9 percent of Bartlesville residents identify as White, 8.6 percent are two or more races, and 8.3 percent identify as American Indian or Alaska Native. In 2010, 79.3 percent of residents had identified as White, 8.6 percent were two or more races, and 5.1 percents identified as American Indian or Alaska Native.





The median household income in Bartlesville, as of 2022, was \$58,230 dollars. This is below the median for Washington County (\$59,426 dollars) and the State of Oklahoma (\$61,364 dollars). Further, 14.4 percent of Bartlesville's population falls below the poverty line, higher than the County (13.9 percent) but lower than the state (15.2 percent).

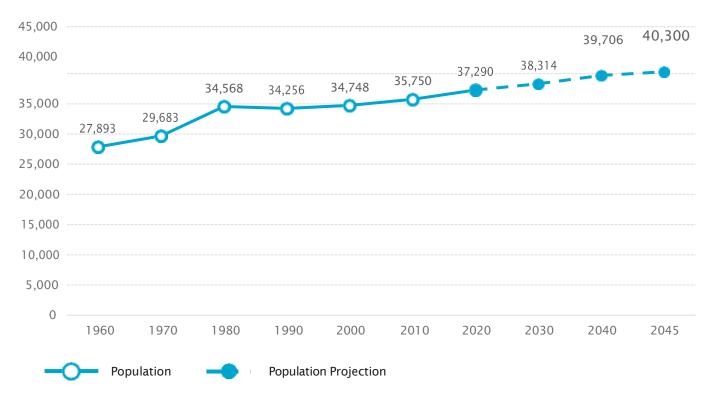
#### **EDUCATION**

In Bartlesville, residents have higher levels of educational attainment than Washington County or state. Nearly 92 percent of residents in Bartlesville have graduated high school and over 33 percent have a bachelors degree or higher. Rates of education for both these categories have increased since 2010 (89 percents were high school graduates and 29 percent had bachelors degrees). This increase in educational attainment over the past decade speaks to the importance of education for Bartlesville residents and the highly trained workforce. Resident's health in Washington County is among the best in the State of Oklahoma. According to the 2023 County Health Ranking from the University of Wisconsin Population Health Institute, Washington County ranks as the 16th healthiest county in Oklahoma. While Washington County excels compared to the state averages, it still falls behind compared to national averages. Approximately 36 percent of adults suffer from obesity, compared to the state average of 37 percent and national average of 32 percent. Approximately 27 percent of residents are physically inactive (28 percent for Oklahoma) with 69 percent of residents having access to exercise opportunities (71 percent for Oklahoma).

Access to healthcare is lower in Washington County compared to the State, with approximated 2,370 residents per one physician (compared to 1,570:1 for Oklahoma). Residents of Washington County are insured at the same rate as statewide averages, with 82 percent of residents with health insurance, though this falls behind the national average of 90 percent.

#### POPULATION PROJECTIONS

The City of Bartlesville is expected to grow from 37,314 residents in 2022 to 40,300 residents in 2045, an eight percent increase. This steady growth projection follows the growth trend of the past 20 years. With this population projection in mind, this Plan will provide guidance and recommendations to ensure that city services and infrastructure develop gradually alongside the population.



# **Community Services**

### **Municipal Government**

The City of Bartlesville is a charter city with a council/manager form of government. The Bartlesville municipal government consist of more than 350 full-time equivalent employees (FTE) that serve the public through one of four categories: City Administration, Community Development, City Services, and Public Safety.



#### **CITY ADMINISTRATION**

Administration. Administrative services of the City include activities of the City Managers Office, Information Technology (IT), Human Resources, and the City Attorney.

The City Manager is appointed by the City Council to oversee City operations and is responsible for all city services and employees. The City Manager's Office implements the policies and procedures adopted by City Council. The Human Resources leads recruitment of employees, assures the City's personnel policies are up-to-date, and coordinates employee benefit plans. The IT department ensures the City's operation systems are secure and aids in software and hardware needs. The City Attorney oversees all city legal documents and concerns.

Communications/Media Relations. The Communications/ Media Relations Department connects with residents by coordinating with local media and maintaining the City website, social media platforms, and CityBeat, the City's weekly newsletter.

Accounting and Finance. The Chief Financial Officer/City Clerk manages the finance and treasury functions for the City. The department works closely with the City Manager to develop the City budget, perform internal financial duties, such as payroll and billing, and customer services related to utility billing and accounts receivable. As of 2024, the department has maintained the a AA-bond rating, giving the City a strong credit worthiness.

#### PUBLIC SAFETY

Police Department. The Police Department is comprised of approximately 80 employees and operates two stations, the headquarters in downtown Bartlesville and the East Substation. The department operates within the Bartlesville city limits and has agreements with partner organizations for services, including the Bartlesville School District, Washington County, and the Cherokee Nation. The department engages the community through many outreach activities, including the Citizens Police Academy, an 11-week comprehensive course for residents to become familiar with the operations of the department.

Fire Department. The Bartlesville Fire Department responds to emergencies within a 50 mile radius. The department has mutual aid agreements with surrounding municipalities and tribes. In 2023, the department responded to 4,617 incidents. Most of the responses were to emergency medical events (3,305 responses for the year). The department operates four fire stations across the community and employs over 70 staff members. The department has three brush trucks, five fire engines, one reserve engine, one tanker, three aerials, and seven support staff vehicles.

Municipal Court. The Municipal Court oversees cases pertaining to municipal citations or violations. The Municipal Judge, appointed by Council, presides over the court. Community Development. The Community Development Department enacts policies and plans to guide community growth and development. The department has three primary divisions: Planning and Zoning Services, Building and Construction Services, and Neighborhood Services.

The Planning & Zoning Division provides information on land use and zoning of property and provides guidance to those wishing to develop property. This group leads many of the City's short and long-range planning efforts and ensures development is in compliance with all city and state regulations.

The Building and Construction Services Division provides permitting services for construction activity and development projects within the city. The division reviews plans, issues permits, and provides inspection services for all residential and commercial construction projects. Between January 2020 and March 2024 the division reviewed 240 building permits, most of which were for single-family housing development or reconstruction.

The Neighborhood Services Division helps maintain and improve the quality of Bartlesville's neighborhoods and commercial areas by ensuring public compliance with the city's property maintenance codes. In 2023, the division reviewed more than 2,550 code violation cases, nearly half of which were for weeds and trash (46%).

Parks and Recreation. The City manages and maintains 17 parks and recreation spaces including the Pathfinder Parkway, Hudson Lake, and all rights-of-way in the city. Parks planning is under the oversight of the Community Development Director. Parks construction and maintenance are under the oversight of the Engineering Director and Public Works Director. There are a total of 17 employees for Parks and Recreation, including a parks superintendent, equipment operators, and maintenance workers. A review of city parks and trails can be viewed under the "Parks" section on page 31.





Public Works. The Public Works Department manages City services and maintenance issues, including street and road repairs and sanitation collection. The department is also responsible for supporting other City functions, such as building and fleet maintenance.

Engineering Department. The Engineering Department prepares, plans, and performs construction inspection services for public improvements. The department is also responsible for traffic engineering services, capital improvements, storm water management, GIS services, and manages the traffic calming program.

Utilities. The City operates water and wastewater utilities for residents of Bartlesville, large portions of Washington County, and areas of Osage County. The city's primary water sources are Hudson Lake, Hulah Lake, and the Caney River. The Ted D. Lockin Water Plant and distribution systems provides an average of 5.3 million gallons per day (MGD) to over 16,000 customers, with a capacity of 26 MGD. Due to recent drought conditions and water shortages, in October 2023 the City Council adopted Chapter 20, Division 7 of the Bartlesville Municipal Code to implement water restrictions when the supply falls below 80 percent.

Wastewater and Sewer services are offered through partnership with Veolia Water North America Operating Services, which operates the Chickasaw Wastewater Treatment Plant. The City provides sewer services for approximately 11,800 customers with an average treatment flow of 4.8 MGD, currently 69 percent of the current capacity. They City is planning to expand the treatment plant to increase capacity and provide additional treatment for water reuse.

Library, History Museum, and Airport. The Bartlesville Library employs approximately 18 FTE staff members and provides a community space for residents. In 2019, the library recorded an average of 549 visitors per day.

The Bartlesville Area History Museum, a 10,000 sq. ft. facility, is located on the top floor of the City Center and provides exhibits and events that inform residents and visitors of the history and culture of Bartlesville and the surrounding county.

The Bartlesville Municipal Airport is located in the northwest portion of Bartlesville, within the Osage County line. The airport features a 6,850 foot concrete runway and has approximately 50 aircraft based on-site. The airport is undergoing expansion of a new taxi lane to the east to serve future hanger space.



The City of Bartlesville is home to over 500 non-profit and community organizations. These organizations serve multiple community needs in areas of interest including health, housing, and human services; arts and culture; and economic development. The organizations below are just a few of the many providing critical services to the community.

#### HUMAN SERVICES AND HOUSING

Human service and housing organizations in Bartlesville strive to fill critical needs related to food insecurity, homelessness, and job security. Key service providers in the community include:

Agape Mission. Agape Mission is a non-profit and nondenominational organization that provides over 4,000 meals per month to residents in need. The program was started in 2005 and provides meals for students in 12 schools across Washington County.

Lighthouse Outreach Center. Lighthouse Outreach Center provides critical services for homeless residents in Bartlesville, northeast Oklahoma, and southeast Kansas. They provide food and shelter, offer parenting classes, and provide job assistance. Since their founding, they have provided services to over 380 residents.

#### Nehemiah Community Development Corporation (NCDC).

The NCDC is working to strengthen low-wealth families and neighborhoods using a community economic development strategy to help families in transition. The organization supports families through providing economic opportunities, such as home ownership, job creation, and business development, and providing access to affordable housing.

#### ARTS AND CULTURE

Bartlesville offers opportunities to engage in the arts and the culture of the community through many community organizations. Two prominent organizations include:

The Bartlesville Art Association (BAA). The BAA was organized in 1962 to help promote the visual arts in Bartlesville. The organization supports and encourages the visual arts throughout the Bartlesville area by assisting and educating residents, with a focus on youth arts education. The organization is led by volunteers who organize events to share local art.

The Bartlesville Community Center (The Center). Since 1982 The Center has provided the facilities and activities for many community events in Bartlesville. The Center was designed by William Wesley Peters, a protege of Frank Lloyd Wright, and seats over 1,700. The Center hosts the Bartlesville Symphony, conferences, weddings, and musicals.

Image descriptions (facing page):

Image 1. Wayfinding signage supports tourism and economic development in the downtown area;

Image 2. The Bartlesville Area History Museum preserves cultural and historic artifacts and documents;

Image 3. NCDC's cottage home development provides affordable housing options for Bartlesville residents.





#### ECONOMIC DEVELOPMENT

DOWNTOWN

Through outreach to outside employers and supporting entrepreneurs, economic development organizations are creating a community that is economically sustainable and resilient. Prominent economic development organizations in the community include:

Bartlesville Chamber of Commerce. The Chamber assists member businesses and the community by serving as a hub for information and promotion of the area. The group responds to daily inquiries about businesses, relocation, and community information. The Chamber promotes the business community through publications, events, and advertising, allowing members to increase awareness of their products and services, resulting in business growth.

Bartlesville Development Authority (BDA). The BDA attracts new businesses to the City of Bartlesville through targeted recruitment and incentive programs. Bartlesville Redevelopment Trust Authority (BRTA). The Bartlesville Redevelopment Trust Authority redevelops, restores, and beautifies the downtown business district and surrounding neighborhoods. The organization is encouraging economic and community growth through renovation and new construction. Their programs help attract new businesses and residents while making existing businesses and residents more resilient.

Visit Bartlesville. Visit Bartlesville enhances the local economy and improves the community's quality of life by marketing and promoting the Bartlesville area as a destination for conventions, meetings, special events, leisure travel and film production.

### Economy

Bartlesville has long enjoyed a stable economic climate that is uncommon among other small and rural communities throughout the region. Local officials recognize, nonetheless, the need to diversify and maintain a strong economy.

#### **EMPLOYMENT**

Bartlesville is home to many recognizable firms and businesses. Major employers include ConocoPhillips, Phillips 66, Walmart, ABB, Ascension St. John Jane Phillips Medical Center, and Bartlesville Public Schools. The largest portion of Bartlesville workers are employed by industry sector in retail (13.3%), followed by healthcare (13.0%), manufacturing (12%), and educational services (9%).

The U.S. Census Bureau shows a large outflow of Bartlesville residents to their place of work outside the city limits as well as a large inflow of non-residents coming into Bartlesville to work. More than 51 percent of Bartlesville's residents commute to a location outside of Bartlesville daily for work. Of these jobs held by Bartlesville residents outside the city limits, 27 percent of those jobs are within the Tulsa city limits, meaning 14 percent of all employed Bartlesville residents commute to Tulsa for work. Conversely, about 55 percent of those employed in the Bartlesville city limits commute to Bartlesville from their homes outside the city daily.

#### **INDUSTRIAL**

Industrial space is prominent in the city, with 148 buildings totaling 2.4 million square feet. Absorption of this space was down 0.3 percent over the last 12 months with 56,000 square feet of absorption. Market rent is currently \$6.83 dollars per square foot, with a vacancy rate of 4.9 percent. However, all the current vacancies are for lower quality (Class C) properties and no vacancy among the middle quality (Class B) properties. Nearly 50 percent of the existing industrial buildings were built prior to 1970. Because there is a need for some specified growth (Class B) and replacement (Class C), it is estimated that the city can absorb 16,800 square feet of industrial building space annually.

#### OFFICE

Bartlesville has approximately 3.1 million square feet of

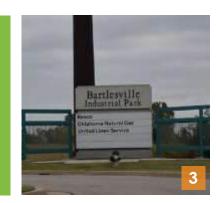
office space, with an average rent of \$18 dollars per square foot. With a vacancy rate of 0.4 percent, vacancy rates are very low compared to the national and regional average. Additionally, the local 24-month renewal rate is strong at 94 percent. Currently, there is no Class A office space available in the market. As the overall population of the city and surrounding locals trend up, the available workforce should also grow. Bartlesville boasts a young and well-educated population which, for potential employers, pairs well with available real estate and attractive investment incentives.

The market has absorbed 3,500 square feet of office

space over the past 12 months. The strong rents and low vacancy rates create potential for future office space absorption. Based on aging office real estate, historical absorption, and future employment growth, it is estimated the City of Bartlesville can absorb 15,447 square feet of new office space annually. Recent market trends have focused on construction of build-to-suit or high-end office space, but due to low vacancy rates in Bartlesville there is likely current demand for office space that is not being satisfied with current inventory and would be in addition to absorption of the previously mentioned 15,447 square feet annually. Larger-scale office development, in addition to the incremental growth, is likely to be tenant-driven.







1. Source (all figures): ESRI (2023)

#### RETAIL

#### There are approximately 4 million square feet of retail

space within Bartlesville. About 40 percent of the existing retail space are Class B properties and 60 percent are Class C properties. The vacancy rate is currently 2 percent of total space and rents across the city are \$14.32 dollars per square foot, comparable to the Tulsa metropolitan statistical area (MSA), though with less vacancy. This low vacancy rate will maintain rents and encourage investment, but it also means that there is limited inventory for operators that prefer spaces that were previously occupied.

It is estimated that the City of Bartlesville can support an additional 15,069 square feet of retail space annually based on projected growth in retail spending. Additionally, the market may support an additional 12,211 square feet of annual new retail space to replace aging retail space. Retail development can often indicate to home buyers a sense of vitality, that the area is growing, and recognizable retailers have faith in continued expansion.

#### LOCATION QUOTIENT ANALYSIS

The Location Quotient Analysis (LQA) is a way of quantifying how concentrated an industry is within Bartlesville compared to the country as a whole. Location quotient is calculated by dividing the share of jobs in one sector in Bartlesville by the share of jobs in the US. Utilizing the location quotient is a way to identify growth opportunities and comparative regional advantages. Bartlesville has the highest number of jobs concentration in Retail Trade (2,154) and Healthcare (2,100), followed by Manufacturing (1,992), then Education (1,486), and Accommodation/Food Services (1,381).<sup>1</sup>

#### SUMMARY

The relatively low vacancy rate of industrial, office, and retail space in Bartlesville indicates a strong demand for new space. Development of new space to satisfy each industry sector may help attract new employers. The City should maintain existing partnerships and support organizations like the BDA, BRTA, and Chamber of Commerce to identify innovative methods of recruiting and growing industry in Bartlesville.

With Bartlesville's strong workforce in sectors like healthcare, management of companies, and oil/gas demonstrate a well-educated and skilled workforce. Through incentives and continued education, the community can aid workers in these and other fields to start and grow new businesses in their chosen sector.

1. Source (all figures): ESRI (2023)

#### Location Quotient Analysis (2024)

Industry	Bartlesville Jobs	Bartlesville Percent	US Percent	Location Quotient
Agriculture	59	0.4%	1.2%	0.33
Mining/Quarrying/ Oil/Gas	385	2.4%	0.4%	6.00
Construction	986	6.1%	7.1%	0.86
Manufacturing	1,992	12.3%	9.6%	1.28
Wholesale Trade	209	1.3%	2.5%	0.52
Retail Trade	2,154	13.3%	10.8%	1.23
Transportation/ Warehousing	689	4.3%	5.5%	0.78
Utilities	38	0.2%	0.8%	0.25
Information	283	1.8%	1.9%	0.95
Financial/Insurance	439	2.7%	4.8%	0.56
Real Estate/Rental/ Leasing	288	1.8%	2.0%	0.9
Professional/ Scientific/Tech	729	4.5%	8.0%	0.56
Management of Companies	299	1.9%	0.1%	19.00
Admin/Support/ Waste Management	996	6.2%	3.8%	1.63
Educational Services	1,486	9.2%	9.0%	1.02
Health Care/Social Assistance	2,100	13.0%	14.5%	0.90
Arts/ Entertainment/ Recreation	381	2.4%	1.8%	1.33
Accommodation/ Food Service	1,383	8.6%	6.5%	1.32
Other Services (excluding Public)	832	5.2%	4.7%	1.11
Public Administration	415	2.6%	4.9%	0.53
Total	16,143	100.0%	100.0%	

1. Analysis provided by Catalyst Commercial

Image descriptions (facing page):

Image 1. Historic building adapted for office space; Image 2. Silver Lake Shopping Complex is home to national retailers; Image 3. Bartlesville Industrial Park provides space for industrial uses on the eastern edge of town.



Historic homes add cultural and economic value to the city.

#### HOUSING AFFORDABILITY

### Housing

### **Existing Conditions**

The desire for new and refurbished housing in Bartlesville is a recurring theme from the community engagement process. According to the American Community Survey (ACS), the City of Bartlesville has approximately 16,787 housing units. This is a decrease from the estimated 16,870 units identified in the 2017 ACS survey. Of the existing units, approximately 87 percent are occupied and 13 percent are vacant. A majority (81.5%) of the housing units are singlefamily detached, 2.2 percent are single family attached, 14.7 percent are in structures containing two or more units, and 1.5 percent are mobile homes.<sup>1</sup>

Bartlesville has an aging housing stock with 81.1 percent of all homes built before 1990. In the years between 2010 and 2019 Bartlesville's inventory of dwelling units grew by only 3.8 percent, the slowest increase to date. The median age of homes in Bartlesville is 54 years old.

Strategies to encourage new and affordable housing will be needed to ensure residents can purchase or rent homes in Bartlesville. The decrease in housing units and increasing population raise a concern regarding the availability of housing for these residents.

A detailed review of housing in Bartlesville can be viewed in the 2024 Housing Study, conducted by the City of Bartlesville Community Development Department.

Housing supply and household income are two interrelated factors that influence the ability for residents to secure stable housing. Throughout the planning process, the rising instances of homelessness was a prominent concern among residents and community leaders. To combat this issue, steps to grow and diversify the housing stock are needed to create more affordable housing options.

In addition to homelessness, many households in Bartlesville are challenged by being cost-burdened by their monthly housing expenses. Individuals are considered to be cost-burdened when the cost of housing is more than 30 percent of their households income. In Bartlesville, approximately 27.3 percent of owner occupied households are considered cost burdened and 49.1 percent of renters are cost burdened, with over 40 percent of rental households paying more than 35 percent of their income on rent.<sup>1</sup> This large percentage of cost burdened residents displays the need for more affordable housing units in the community.



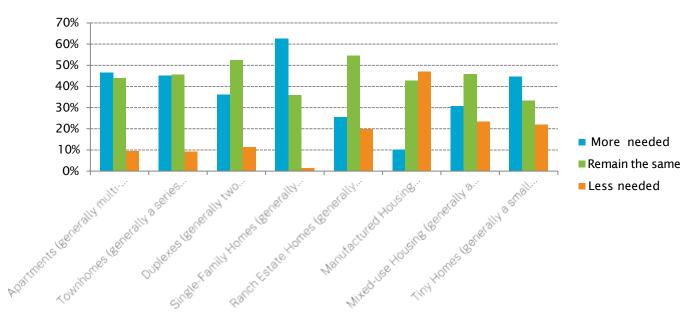
#### HOUSING DEMAND

Using historical data and projected growth rates, an analysis was performed to examine the capacity for additional owneroccupied housing units in the region. The analysis examined the portion of new household growth, along with the annual turnover of existing owner-and renter occupied houses that will likely purchase a new home. It is estimated that demand exists for Bartlesville to capture up to 303 owner-occupied single-family detached housing units each year of this total demand, or over six times the number developed in 2023. Just over half of the demand will be for homes ranging from \$150,000 to \$250,000.<sup>1</sup>

In addition, data suggest there is demand for approximately 72 owner occupied units annually in the form of multi-unit buildings such as townhomes or condos in addition to single-family detached housing. These numbers indicate the demand for potential new housing units that the city could absorb across all income brackets and price points.

#### WHAT TYPE OF HOUSING IS NEEDED IN BARTLESVILLE?<sup>2</sup>

According to the Endeavor 2045 community survey, a majority of residents (63%) indicated that more single-family housing units are needed in Bartlesville. Respondents also stated that fewer manufactured homes are needed in the city. A desire for more apartments and townhomes suggest that residents see a need for more housing options in the city.



#### **SUMMARY**

As Bartlesville experiences a decrease in available housing units and an increase in population, the percentage of residents who are housing cost-burdened will only continue to rise. The need for additional owner-occupied housing units in the community is growing, and with a large percent of cost-burdened renters in the community, additional multi-family dwelling units and affordable homes will be necessary to capture a greater share of the city's workforce as full-time residents.

Continued investment in diverse housing, homeownership incentives, and builder incentives to attract new development are necessary to bring new development and combat these housing issues.

## Parks

The Bartlesville parks system is comprised of 18 parks that total to 2,202.8 acres. In addition to designated municipal park space, there are 263 acres of publicly-owned open spaces and greenways.

Existing parks are distributed across the community, with southwest Bartlesville experiencing the largest gap in park access. In addition to park spaces, the Bartlesville has 19.7 miles of paved trail, 12 miles which is a part of the Pathfinder Parkway multi-use trail, connecting residents to schools, parks, and retail.

In 2009, the City adopted the Parks and Recreation Development Plan (Parks Plan). The Parks Plan assessed parks system suitability at the time and made recommendations for investments in recreational services based on community needs and resident demand.

In summer 2024, the Community Development Department conducted a Parks and Recreation Survey mirroring the one done in 2009. The results will allow the City to compare past and present data to see how the community's recreation needs and preferences have changed over time. The results guided the development of a new Parks and Recreation Master Plan (See Appendix E).



Sooner Park Play Tower

#### Bartlesville Park Inventory (2024)

Park Name	Acres <sup>1</sup>
Community Parks	
Lee Lake	215.5
Johnstone Park	123.8
Sooner Park	65.1
Robinwood Park	51.8
Jo Allyn Lowe Park	34.7
Veterans Park	5.2
Neighborhood Parks	
Civitan Park	15.0
Oak Park Community Park	4.7
Douglass Park	3.2
William R. Smith Park	1.9
Lyon Park	1.7
Eddie Mason Park	1.5
Colonial Estates Park	0.7
Special Use Parks	
Adams Municipal Golf Course	134.8
Price Fields Park	53.1
Southeast Park (Reserve)	43.4
Arutunoff Softball Fields	22.4
Hudson Lake	1,424.3
Total	2,202.8

1. GIS data provided by the City of Bartlesville.

#### PARKLAND LEVEL OF SERVICE

Identifying a community's parkland level of service (LOS) is a standard method to measure the quantity and accessibility of parkland. These figures are compared to peer cities and/ or national medians provided by the National Recreation and Park Association (NRPA) Agency Performance Survey and may be used to assess whether the amount and distribution of parkland being provided is meeting the current and future population's needs.

### The City of Bartlesville has 778.5 acres of parkland (excluding Hudson Lake), which equates to 20.9-acres per

1,000 residents. This is greater that the national median for communities between 20,000 and 49,999 residents, of 11.3 acres per 1,000 residents. This is also an increase since the adoption of the Parks Plan in 2009, when the City had 10.2 acres per 1,000 residents (355.4 acres total, excluding special use areas). This increase can be attributed to the addition of Lee Lake, which was funded through the city's 2008 half-cent sales tax capital improvement projects.





1. Calculated from GIS data provided by the City of Bartlesville

#### TRAIL LEVEL OF SERVICE

Trails play an important role in creating a healthy and connected parks system. Trails improve the quality of life of users and provide alternative community mobility options. Additionally, trails facilitate potential public and private development, which benefits from proximity and access to trails. Typically designed to support combined bicycle and pedestrian use, these facilities also play a vital role in creating a multi-modal transportation network.

The existing 19.7 miles of trail<sup>1</sup> is a mix of recreational facilities totally contained within park spaces and multi-use trails that are used for both recreation and transportation. According to the NRPA Agency Performance Review (2023), the median miles of trails for communities between 20,000 and 49,999 residents is eight miles and the upper quartile is 20 miles.

#### The current trail LOS is 0.52 miles per 1,000 residents.

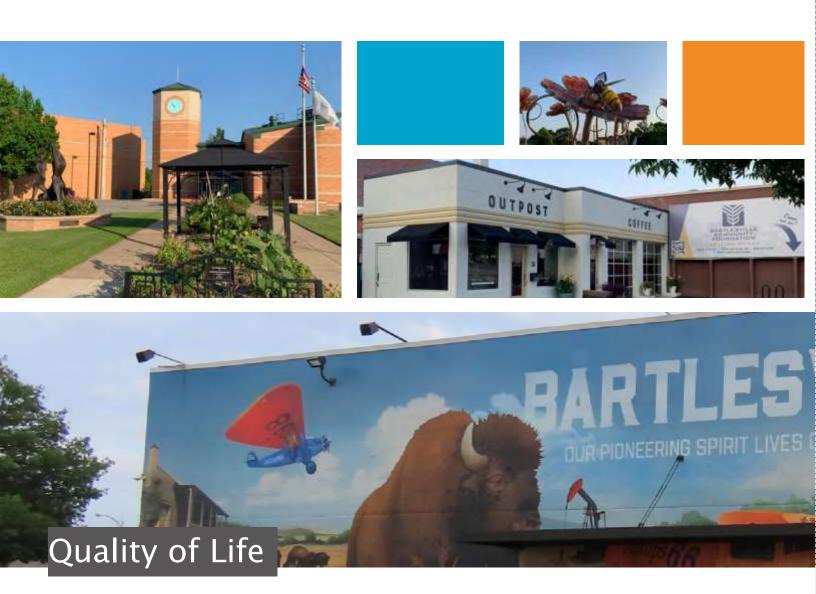
This number is an increase from the 2009 Parks and Recreation Master Plan, when the City had 0.34 miles of trail per 1,000 residents (based on the 2008 population of 34,931). The current level of service has increased to surpass the recommended LOS of 0.45 miles per 1,000 residents, as identified in the Parks Plan.

#### **SUMMARY**

The growth of the municipal parks and trails system provides residents significant green space for recreation. However, based on community feedback, there is demand for more organized recreational opportunities, such as festivals and events. With the desire for more recreation from residents and the required maintenance of the existing parkland, a formal Parks and Recreation Department may be needed to meet the demands of the community.

Image descriptions: Image 1. Pathfinder Parkway entry at Frank Phillips Blvd and Brookline Dr; Image 2. Jo Allyn Lowe Park pond area; Image 3. Jo Allyn Lowe Park entry sign and sculpture.





#### CULTURE

Bartlesville residents, often self referred to as "Bartians," pride themselves on having the amenities of a big city with the charm of a smaller town. This includes the Bartlesville Symphony, the Civic Ballet, and the Bartlesville Area History Museum. As one resident stated, Bartlesville "feels like a small town with large town amenities."

Bartlesville residents are generous and kind, with a resident stating that the "nicest people in the world live here." The neighborly atmosphere provides a sense of safety and community that another planning participant referred to as a "laid back demeanor."

Bartlesville's historic and vibrant downtown is home to major employers, local boutiques, restaurants, offices, and green space. The unique architecture of the Price Tower, the Community Center, and other area buildings attracts a dynamic arts scene and tourism to the area.

#### **EDUCATION**

With approximately 6,100 students, Bartlesville Public Schools is the 19th largest public school district in Oklahoma. According to Niche.com, Bartlesville Public Schools is ranked 92 of 420, placing it in the top 25th percentile of schools districts in the state. This ranking considers academics, diversity, teachers, resources, among other criteria.

In addition to the public schools, Bartlesville is home to two universities, Rogers State University and Oklahoma Wesleyan University (OKWU). The Rogers State branch campus is located in downtown Bartlesville and offers program courses in Business Administration, Organizational Leadership, Accounting, Education, Social Science -Psychology, and Liberal Arts. Oklahoma Wesleyan is a private Christian university that has been in Bartlesville since 1909. The campus is located in the south central part of the city. OKWU offers over 30 undergraduate degree programs and six graduate degree programs that are part of its online offerings.



Tri County Tech, one of 29 public technology centers in the Oklahoma Career and Technical Education System, is located in Bartlesville, and serves residents throughout Washington, Nowata, and Osage counties. It offers a variety of high school and adult programs and training using hands-on learning to help people get certified and career or college ready.

#### COMMUNITY HEATH

Bartlesville is home to Ascension St. John Jane Phillips Medical Center (Ascension), the primary healthcare provider in the city. Ascension delivers specialty and 24/7 emergency care and has a Level III trauma center. They provide advanced surgical care for serious and lifethreatening injuries and illnesses.

In 2021, Ascension conducted a Community Health Needs Assessment. Results of the assessment identified four priority health needs in the community: access to care, mental and behavioral health, food security, and alcohol and drug use. The assessment selected the four priority areas based on regional and local factors and discussions with residents. The findings from this assessment are explained to the right. Access to Care. Rates of people experiencing poverty in northeast Oklahoma exceed national averages. Intergenerational poverty and lack of access to education, economic opportunities, and medical care are common in the area.

Mental and Behavioral Health. Access to comprehensive mental and behavioral health care is limited across northeast Oklahoma. Factors like chronic stress, trauma, the COVID-19 pandemic, and poverty all fuel poor mental and behavioral health. Regular counseling is often difficult to access.

Food Security. Many residents of the region lack access to healthy foods, including fresh fruit and vegetables. This is in contrast to the abundance of inexpensive junk food and fast food, which raises the risk of diet-related illnesses, including diabetes, cardiovascular disease and stroke.

Alcohol and Drug Use. Many residents of the region abuse drugs and alcohol, which was amplified during the Covid-19 pandemic.

## Land

Bartlesville manages the use and development of land within the municipal limits through Appendix A: Zoning, of the Bartlesville Municipal Code, and the Bartlesville Subdivision Regulations (uncodified). The combined codes and regulations allow the City to classify and regulate land for development and serve as an implementation tool for the comprehensive plan.

#### ZONING

Zoning is a method of regulating the location, height, size and use of buildings and other structures within the city. Zoning helps ensure the community is physically developed in an orderly fashion and supports community goals, public health, and safety. There are 24 total zoning districts, classified into three categories: Residential, Commercial, Industrial, and two special districts

The largest zoning category is Residential with a combined 11,090.4 acres of land. The zoning districts that make up this category include residential agriculture, residential estate, single-family residential (lot sizes of 5,000 square foot (sq ft) to 12,000 sq ft), multifamily residential, and mobile home residential. This category comprises 79 percent of zoned land in Bartlesville.

Commercial and industrial districts account for the other 21 percent of the zoning area in Bartlesville. These districts are concentrated along major corridors, like U.S. 75 and Adams Blvd, and in downtown Bartlesville.

In Bartlesville, the largest zoning district is the Singlefamily Residential (combined) district at 7,163.3 acres of land. This district comprises large parts of both east and west Bartlesville.

The City has identified two Special District Designations in addition to the other listed zoning districts: Planned Unit Development (PUD) and Highway 75 Overlay District. The PUD is a flexible form of zoning that allows alternatives to the established zoning districts in the zoning regulations. There are over 185 PUD's in Bartlesville. The most common PUD in Bartlesville is for General Commercial, with Single-Family Residential, Major Shopping, and General Commercial closely behind. The Highway 75 Overlay District was established following the U.S. Highway 75 Corridor Study. The area is comprised of the properties lying within one-half mile on either side of the highway, from the south extent of the Bartlesville City limits to County Road 3100. The overlay establishes design standards for development within the area.

#### Bartlesville Zoning Districts (2024)

Zoning Category	ID	Zoning District	Acres <sup>1</sup>
	RA	Residential Agriculture	3,331.8
	RE	Residential Estate	47.3
Residential	RS	Single-Family Residential <sup>2</sup>	7,163.3
	RM	Multifamily Residential <sup>3</sup>	522.0
	RT	Mobile Home Residential⁴	26.0
	0	Office	52.8
Commercial	C-2	Neighborhood Shopping	66.4
	C-3	Major Shopping	411.9
	C-4	Central Commercial	208.5
	C-5	General Commercial	975.6
	C-6	Commercial Amusement	289.2
	C-7	Highway Commercial	57.6
	IP	Industrial Park	173.9
Industrial	M-1	Limited Industrial	339.0
	M-2	General Industrial	308.8
	M-3	Intensive Industrial	1.5
Total			13,976

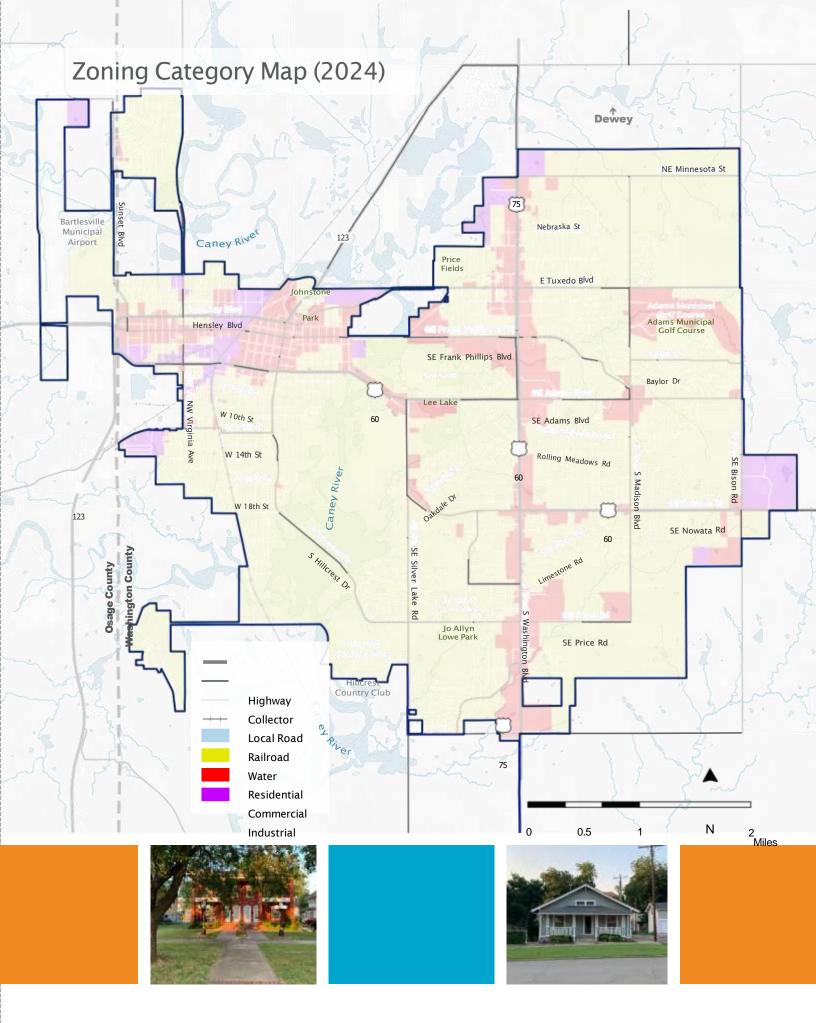
1. GIS data provided by the City of Bartlesville.

2. Combined SF Residential Districts (5,000 square foot; 7,000 square foot; 10,000 square foot; and 12,000 square foot).

3. Combined Multifamily Residential Districts (750 square foot;

1,500 square foot; and 3,000 square foot).

4. Combined Mobile Home Residential Districts (3,000 square foot and 4,000 square foot).



## Mobility

### **Existing Conditions**

Various entities maintain roadways within Bartlesville, including the City of Bartlesville, ODOT, Washington County, and private developers/land owners. Because roadways in Bartlesville are owned and operated by different entities, coordination and collaboration between each entity is vital to a connected and maintained network.

#### MULTIMODAL MOBILITY

The 12 miles of Pathfinder Parkway acts as a spine to the bicycle and pedestrian network through Bartlesville. The Pathfinder Parkway connects east and west Bartlesville and links major destinations, such as schools, parks, and commercial areas. The trails are enhanced through onstreet facilities such as sidewalks and bike lanes. Shared lane markings at Frank Phillips Blvd, Keeler Ave, and 2nd St provide wayfinding and connectivity to the trails from downtown and residential areas.

#### There are currently 305 miles of sidewalk in Bartlesville.

This network is primarily located in the downtown area and within individual neighborhoods. Connectivity along major roadways such as Washington Blvd and Adams Blvd has been improving through recent Oklahoma Department of Transportation (ODOT) projects and city Capital Improvement Program (CIP) investments.

In Bartlesville, approximately 3.1 percent of households do not have access to a motor vehicle, a higher rate than the state (2.2 percent). This population is more reliant on walking, biking, and transit to move around the community.



Frank Phillips Blvd provides a multimodal crosstown connection.

#### COMMUTING TRENDS

A majority of residents in Bartlesville (76.7 percent) commute to work alone in a car or truck. This number is slightly below the state average, though the number of residents who carpool is much higher than the state (13.9 percent compared to 9.4 percent). The percentage of residents who use alternative modes of transportation, such as walking, bicycling, or public transit in Bartlesville is similar to statewide percentages. The low percentages may indicate insufficient or unsafe facilities for walking and biking or transit services that do not connect residents to important destinations. This is also supported through the slightly higher use of taxis, motorcycles, or other means of transportation.

Bartlesville Commuting by Mode (2024)

Transportation Mode	Bartlesville	Oklahoma
Car or truck	90.7%	89.1%
Drove alone	76.7%	79.7%
Carpooled	13.9%	9.4%
Public Transportation	0.2%	0.3%
Walked	1.8%	1.7%
Bicycle	0.4%	0.2%
Taxi, motorcycle, or other means	1.4%	1.2%
Worked from home	5.5%	7.4%

Source: ACS 5-year estimates, 2022

#### SUMMARY

The Caney River divides the city into east and west with just four roadways (Adams Blvd., Frank Phillips Blvd., Tuxedo Blvd., and Hillcrest Dr./Price Rd.) that connect the two sides. Although all of these roads offer segments of multimodal facilities, these segments are noncontinuous. This results in a higher reliance on personal vehicles to move around the community.

While a majority of residents' primary mode of travel is a personal vehicle, residents have expressed satisfaction with the existing levels of traffic in the community. This suggests the road network has more capacity than demand and may benefit from additional roadway reconfigurations to enhance multimodal travel.

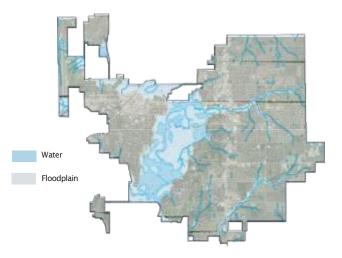
## Natural Resources

The natural resources in and around Bartlesville directly impact the ability to grow. Securing reliable water sources and developing in a manner that is compatible with the surrounding ecology is needed to ensure sustainable community growth. Three important resources were examined as it relates to the future development of Bartlesville. This includes hydrology, ecology, and geology. Each plays a role in the future of the community.

#### WATER RESOURCES

The City of Bartlesville provides water to the residents of the City as well as those in Dewey, Ramona, Ochelata, and five rural water districts of Washington, Nowata, and Osage counties. The city's primary water sources are Hulah (60%), Hudson (10%), and Copan (9%) lakes, as well as the Caney River (21%).

Recent drought during 2022-2023 brought more awareness of the importance of having reliable water resources and conserving those resources in the region. Ensuring sustainable water access and usage will be a critical component to providing for the long-term prosperity of the community. During the drought, the City adopted a water shortage ordinance with increased emergency water rates and limits on outdoor water use during severe drought. After significant rainfall at the start of 2023, water supply levels stabilized.



Still, the City continues to plan for future water security. The City has been studying a number of alternatives to increase water supply, including: reallocating portions of Hulah Lake and Copan Lake from flood pool to water supply (raising the lakes' elevation); drilling wells to extract groundwater from the Ada-Vamoosa Aquifer in central Osage County; acquiring rights and constructing a pipeline west to access Kaw Lake; building a new lake on Sand Creek; and dredging Hulah Lake. Further, the City is studying and planning an emergency water reuse system to be used during severe drought. The City has completed a pilot study for a water reuse program that would operate during emergency drought conditions. It involves treating a portion of treated wastewater to a standard higher than Caney River water quality, pumping it upstream into the Caney River, where it would blend with, and improve, the river's existing water quality, and increase the river's flow during severe drought. The water treatment plant, and treated further, before distribution to customers. While challenges remain, the City is committed to ensuring a reliable water supply for its residents well into the future.



Hudson Lake provides 10 percent of the city's water and offers opportunities for outdoor recreation.

#### ECOLOGICAL RESOURCES

Bartlesville straddles two ecoregions that contribute to the ecological diversity of the area, support, biodiversity, and are critical to understanding what natural flora and fauna thrive in a community. The two ecoregions in Bartlesville are:

Cross Timbers. The Cross Timbers is composed of upland forest, grasslands, and glades. The region is known for its prevalence of post-oak and blackjack trees and thorny bushes.

Central Irregular Plains. This region is known for its natural vegetation of tall grass prairie with forests and woodlands dominated by post oak, blackjack oak, and black hickory along stony hilltops.

#### **GEOLOGICAL RESOURCES**

There are 30 different soil typologies within the city boundaries of Bartlesville. Soil is a major determinant of suitable farmland and developable land. While loamy soil is well-suited for building foundations, clay or silt may cause buildings to shift and foundations to crack. The two most common include:

Dennis Silt Loam. Dennis Silt Loam makes up 20 percent of the soil typology in Bartlesville. It is a deep and somewhat poorly drained soil type.

Bates-Coweta Complex. Bates-Coweta Complex is a mix of well to excessively drained soil types that make up 15 percent of the land area in Bartlesville.

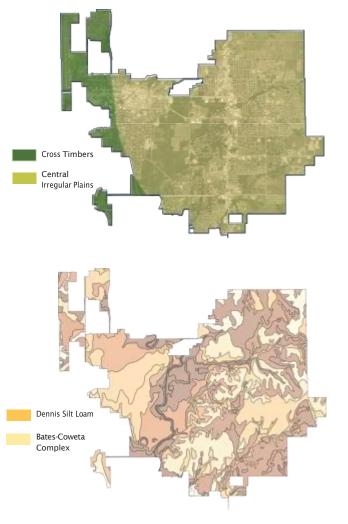




Image descriptions: Image 1. Soccer fields at Robinwood Park; Image 2. Fire Department Station #3; Image 3. Tree canopy within Johnstone Park





Image descriptions: Image 1. Sooner Pool Splash Area; Image 2. Adams Municipal Golf Course; Image 3. Nellie Johnstone Well in Johnstone Park: Image 4. Casey's General Store; Image 5. Pedestrian crossing on SW Adams Blvd



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An initiative of bartlesvilleNEXT



# Future Bartlesville

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### **Future Bartlesville**

We will promote development patterns in Bartlesville that maximize our market potential while creating quality spaces that generate shared community pride and ensure the long-term fiscal viability of public assets.

- Endeavor 2045 Guiding Principle, Future Bartlesville

Endeavor 2045 guides community development practices and patterns to align with the vision and guiding principles of this Plan. Bartlesville's efforts to create a built environment reflecting these ideals are guided by the physical framework established by the Future Development Plan and the Future Thoroughfare Plan.

### Future Development Plan

The Future Development Plan and corresponding Future Development Map apply context and character areas to property within Bartlesville. These context and character areas identify the preferred land uses, building patterns, and site design characteristics that should be applied when developing property throughout the city.

### Future Thoroughfare Plan

The Future Thoroughfare Plan and corresponding Future Thoroughfare Map depict the layout of future roadways and corridors in Bartlesville. The plan utilizes the underlying context areas and intended development to inform roadway design and roadside amenities that complement the existing or intended development patterns on adjacent properties.

## Future Development Plan

The Future Development Plan establishes the principles and policies that guide the physical development in Bartlesville. Utilizing feedback and guidance from residents and advisory committee members, Endeavor 2045 encourages a mix of development patterns and land uses that are integrated to create vibrant and interesting places.

#### PLANNING AREA

The Future Development Plan assigns context and character areas to property within the municipal limits. This 22.6 square mile area spans the whole of the community. Areas outside of the boundary are not considered on the Future Development Map although procedures for extending the map to properties being annexed are provided herein.

#### PLACE-BASED APPROACH

Endeavor 2045 considers a place-based approach to the Future Development Plan. This approach utilizes context and character areas to look beyond desired land use to also define preferred development patterns, and building and site design characteristics. This plan identifies nine unique character areas and two character area overlays that explain the intended development characteristics of land within applicable properties. The place-based approach to future development planning promotes flexible land use decisions by property owners and developers, as well as for City staff and City Council. It also acknowledges the impact that development has on surrounding property and suggests strategies to create quality places. As a result, future zoning maps would shift toward flexible, contextsensitive planning that prioritizes the character and design of areas, allowing greater discretion while ensuring development aligns with the intended look and feel of each community.

#### DEVELOPMENT COMPATIBILITY

The applicability of a character area to a specific parcel or tract of land is subject to the interpretation of the Bartlesville Planning Commission and City Council. Amendments to the Future Development Map should be initiated where the City intends to promote a development pattern contrary to Endeavor 2045.

Future development proposals should be assessed by the City in relation to their compatibility with the identified character area depicted in the Future Development Map. Building scale, form aesthetics, site design, <u>and</u> traffic generation, <u>and environmental impact</u> should be compatible with the surrounding pre-existing development of an area (or intended development pattern as identified in the plan). The Planning Commission and City Council may consider or suggest measures to increase a proposed development's compatibility with the character of the surrounding environment.

#### PUBLIC-PRIVATE INTERFACE

The ability of the City to provide public services and access to private spaces is a core component of the Future Development Plan. Public spaces, such as roadways, parks, and schools, are vital components of thriving communities. The relationship of the public infrastructure and services to private property is a key consideration of the character areas and overlays in this Future Development Plan and corresponding Map. Likewise, context and character area descriptions are structured to promote design compatibility within recommended roadway designs in the Future Thoroughfare Map.

#### AREAS OF SPECIAL CONSIDERATION

These areas include corridors, districts, neighborhoods, or significant natural features whose unique characteristics require location-specific exceptions to recommended character areas and development principles. In Bartlesville, these areas include areas in the west and east that have been identified during the planning process. More information on Bartlesville's Areas of Special Consideration can be viewed on pages 47 and 48.



## **Community Context**

Context classifications identify a broad future land use vision for large areas of Bartlesville. These classifications serve as a framework within which focused character areas are grouped based on the scale of intended future development intensity. Context classifications and their underlying character areas are described and listed below.

#### RURAL

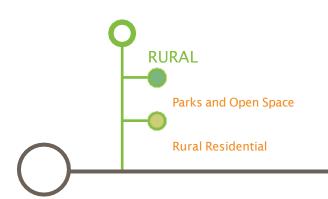
Areas that are sparsely developed with significant areas of open space or floodplain, and including lands reserved for ranching, agriculture, or resource preservation. Rural places include very low-density residential and light commercial development that allows residents relative seclusion from more developed settings. Rural character areas include:

- Parks and Open Space (pg. 55)
- Rural Residential (pg. 56)

#### **SUBURBAN**

Areas where land uses are dispersed among distinct residential neighborhoods, retail centers, commercial corridors, and office parks. While development intensities may vary, the suburban context favors segmented land uses with transitions between development types being favored on a parcel-by-parcel basis, rather than the blending of differing uses. Suburban character areas include:

- Suburban Neighborhood (pg. 57)
- Community Commercial (pg. 59)
- Regional Commercial (pg. 61)



#### TRADITIONAL

Areas defined by denser development patterns with a greater mix of land uses. This includes Bartlesville's historic downtown and surrounding center-city neighborhoods. Traditional places blend various land uses not just within districts, but also within development sites, and individual buildings to promote compact development and walkable environments. Traditional character areas include:

- Traditional Neighborhood (pg. 63)
- Downtown (pg. 65)

#### **MISCELLANEOUS**

Specific areas that include industrial parks, institutional campuses, airport facilities, extensive public utilities, and parks of a regional scale. These areas do not fit neatly into the other context areas and have characteristics that may resemble those of other context areas. Miscellaneous character areas include:

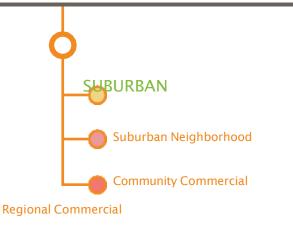
- Industry and Trade (pg. 67)
- Civic and Institutional (pg. 68)

#### CHARACTER AREA OVERLAY

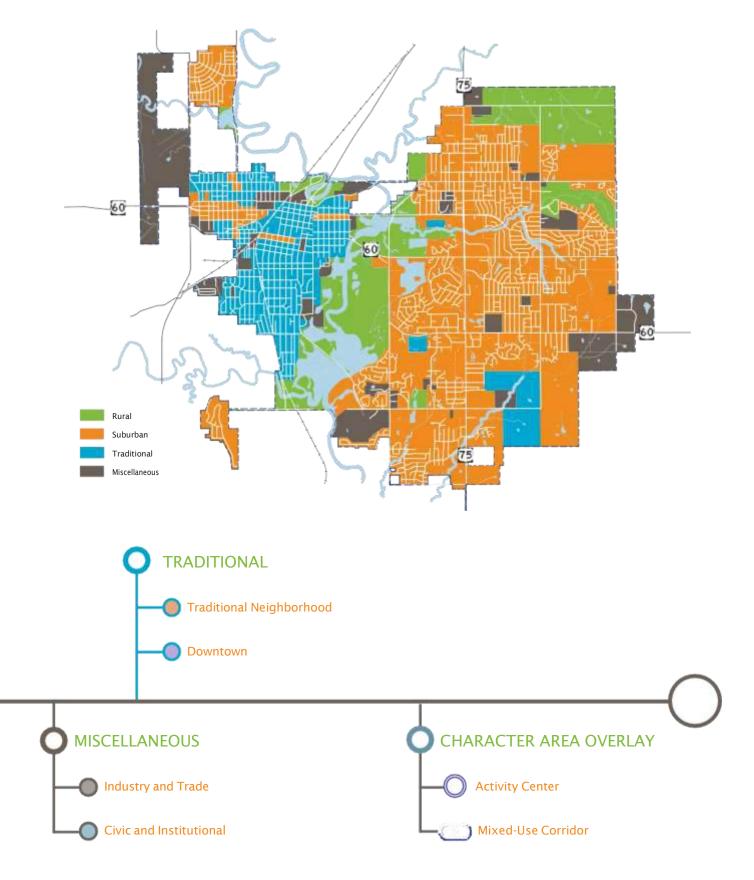
Corridors and nodes that can accommodate a mix of uses and development patterns at varying scales. These areas mimic the characteristics of traditional context areas and promote development features that supersede and provide an alternative to underlying character areas. Character area overlays include:

- Mixed-Use Corridor (pg. 69)
- Activity Center (pg. 71)

Future Development Plan | Context Classifications



#### Context Classifications Map





### Character Area Overlays

The Future Development Plan identifies two character area overlays. These overlays are applied to unique areas in the community that are well positioned to support a greater density and mix of land uses and development patterns. The two Character Area Overlays are described below and on pages 69 through 71.

#### **ACTIVITY CENTER**

Activity Centers districts include a mix of residential and non-residential land uses to create a vibrant and walkable area. Activity Centers typically contain multi-story buildings that include upper-story residential and ground floor flex space for retail or other primary non-residential uses and secondary residential uses. These character area overlays will have a sufficient mix of land uses within compact development nodes where residents can live, work, shop, and play all within the confines of their immediate surroundings. The scale of Activity Centers can vary, although they are likely to mimic the allowable development intensities described in the downtown character area and will incorporate transitions in scale in areas close to surrounding residential neighborhoods.

The Future Development Map depicts seven future Activity Centers. These Activity Centers are distributed across Bartlesville to promote a nodal development pattern, providing convenient and accessible locations for residents to congregate.

Depending on market conditions, the City of Bartlesville may choose to amend the Future Development Map as necessary to add new Activity Centers, or to move or replace a proposed Activity Center.

#### MIXED-USE CORRIDOR

Mixed-use Corridors support both residential and commercial land uses along key roadways. These character area overlays reflect the built form of central business districts by combining housing, retail, office, and service uses within buildings or on shared parcels, arranged linearly along established corridors.

The identified Mixed-use Corridor in Bartlesville extends urban activity from Downtown across Frank Phillips Blvd., aligning with an overbuilt roadway ideal for redesign into walkable, urban environments—potentially through lane reductions and widened pedestrian zones. These corridors are often bordered by aging or underutilized properties, making them prime candidates for reinvestment.

The mixed-use corridor concept supports the integration of higher-intensity, urban-style development adjacent to lower-density neighborhoods. While existing traditional neighborhoods offer a walkable scale, concerns about incompatible development persist. By guiding zoning updates to allow integrated residential and commercial uses in defined areas, this approach revitalizes commercial corridors, enhances neighborhood value, and ensures development respects surrounding character.



### **Other Special Areas**

The interpretation and application of the Future Development Map may vary on a case-by-case basis due to the unique attributes of each parcel, the characteristics of surrounding areas, and the condition or capacity of public infrastructure and services. Although discretion is required when determining the appropriateness of a development proposal on all property within the Bartlesville municipal limits, there exist specific "areas of special consideration" where built or natural conditions may alter how future development incorporates place type development parameters. Areas of special consideration identified in the Areas of Special Consideration Map (pgs. 53 and 54) include:

#### AREAS OF ENVIRONMENTAL CONCERN

Floodplains. Areas of Bartlesville that are subject to inundation by a 100-year floods, as determined by FEMA, and may have additional building restrictions. Some residential areas impacted on a recurring basis may no longer be suitable for future development.

National Zinc Overlay. The National Zinc Overlay District (NZOD) was created in response to historical contamination associated with zinc smelting operations in western Bartlesville. Some development in this area has soil testing and remediation requirements.

#### AREAS OF CULTURAL SIGNIFICANCE

National Historic Districts. The area within the Bartlesville Downtown Historic District listed on the National Register of Historic Places.

Price Tower and Bartlesville Community Center (The Center). The area around the Price Tower and The Center, including Tower Center at Unity Square, a community green space situated between these two landmarks.

Native American Tribal Land. Tribally owned land in Bartlesville which includes the Delaware Tribe of Indians and the Cherokee Nation.

Oklahoma Wesleyan University. Property within the Oklahoma Wesleyan campus boundaries, including the La Quinta Mansion and nearby property owned by the University.

#### AREAS OF SPECIAL STUDY

The Brickyard. The historically Black neighborhood in West Bartlesville which is south of vacant railroad right-of-way, west of the railroad, east of Penn Avenue, and north of 8th Street.

Point on Madison. The area in east Bartlesville that surrounds the intersection of Madison Boulevard, Adams Boulevard, and Frank Phillips Boulevard.

#### AREAS WITH REDEVELOPMENT POTENTIAL

Oklahoma Wesleyan Acquisition Area. Properties purchased by Oklahoma Wesleyan University on Silver Lake Road where potential redevelopment activities will require significant thought on how to balance growth with compatibility to adjacent properties.

Washington Park Mall. The mall property undergoing transformation, and dealing with high vacancy rates, as retail preferences evolve.

West Frank Phillips Boulevard. Thoroughfare extending west from downtown Bartlesville and flanked by multiple underutilized properties.

US 75 Corridor. The primary thoroughfare through east Bartlesville which currently features auto-oriented retail, dining, and service business.

## Future Development Map

The Endeavor 2045 Future Development Map (pgs. 51 and 52) depicts the preferred development patterns within the Bartlesville city limits. This map was crafted to achieve the vision and guiding principles set out in the plan and identified by the community and focuses on preserving what exists today while accommodating anticipated growth.

## How to Use the Map

Character area boundaries are conceptual in nature and represent "approximate" locations. For purposes of development continuity, the City may exercise discretion when determining which character area development parameters should be applied to small parcels that straddle or are directly adjacent to more than one character area. The following guidelines should be considered when interpreting and implementing the Future Development Map and Plan:

Fixed Geographic Features. Character area boundaries that follow defined features, such as rivers, drainage channels, major roadways, and railroads should be viewed as fixed and not subject to interpretive judgment.

Large Tract Development. Large tracts of land that contain areas with more than one character area should be developed according to the applicable character area that is depicted by the Future Development Map on that portion of the tract. Intra-tract boundaries are not rigid and the City may exercise discretion in character area extents when considering a development proposal's overall compatibility to the Future Development Plan.

Parcel Overlap. Portions of a parcel that encroach into an adjacent character area should develop in accordance with the characteristics of the predominant character area, unless the characteristics of the secondary area better support the vision and guiding principles of this Plan.

Zoning and Special Districts. The Future Development Map does not replace existing zoning or special districts established in the Bartlesville Municipal Code. While the zoning map and code remain unchanged by the Endeavor 2045 Comprehensive Plan, the adopted plan <u>serves as a</u> <u>policy guide</u> for the Planning Commission and City Council when evaluating proposed zoning changes to <u>ensure alignment with the Plan's long-term vision and</u> <u>development goals</u>.

Character Area Overlays. The location of Mixed-use Corridors and Activity Centers on the Future Development Map are representative and not intended to be fixed by a specific geographic boundary. The overlays are meant to illustrate the general locations and extents where compact mixed-use development concepts may be warranted. This may extend between 1/8 and 1/4 mile distance, depending on the context of the particular area.

#### Future Development Map, Character Area Composition

Context Classification	Character Area	Percent of City Limits
Durral	Parks and Open Space	13.9%
Rural	Rural Residential	5.0%
	Suburban Neighborhood	40.6%
Suburban	Community Commercial	9.5%
	Regional Commercial	2.4%
Traditional	Traditional Neighborhood	12.5%
	Downtown	1.3%
Missellenseus	Industry and Trade	10.2%
Miscellaneous	Civic and Institutional	4.6%
Total		100%

Source: Halff

"Continue to focus on the growth, expansion, and economic development of surrounding land use."

> -Resident comment from the Endeavor 2045 Community Survey

### **Character Area Descriptions**

The Future Development Map illustrates the nine character areas and two character area overlays which should be used to promote preferred development patterns, site design, and land use. These character areas and overlays are described in detail on pages 55 through 72. The table below summarizes the content that is described for each character area.

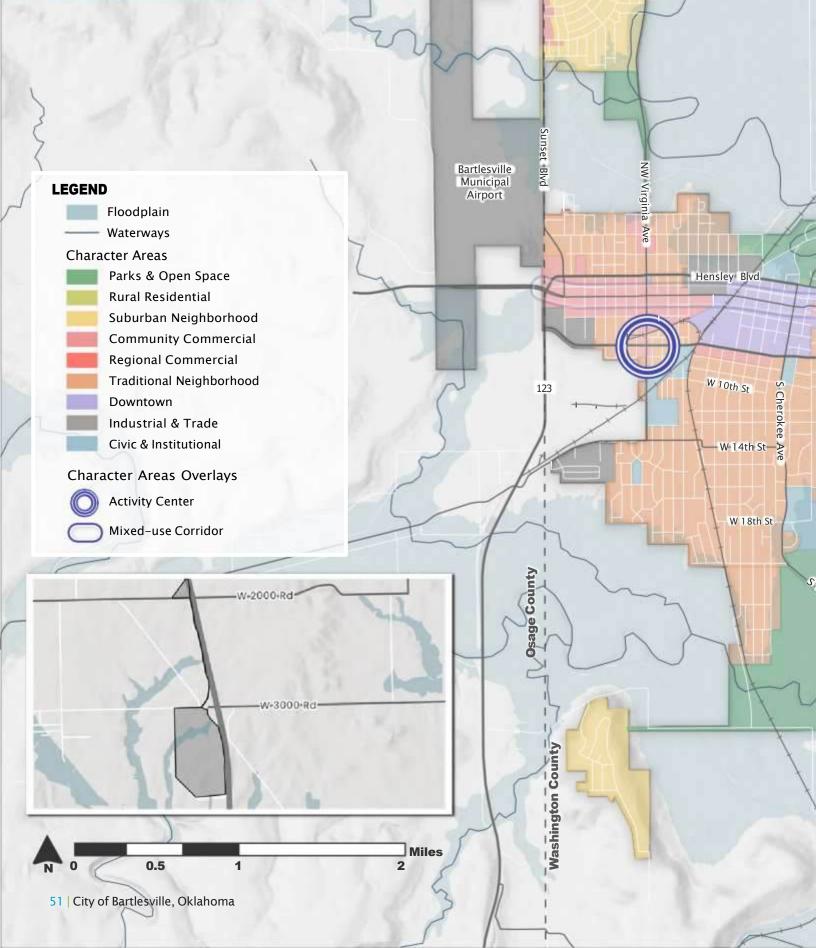
#### Character Area Attributes

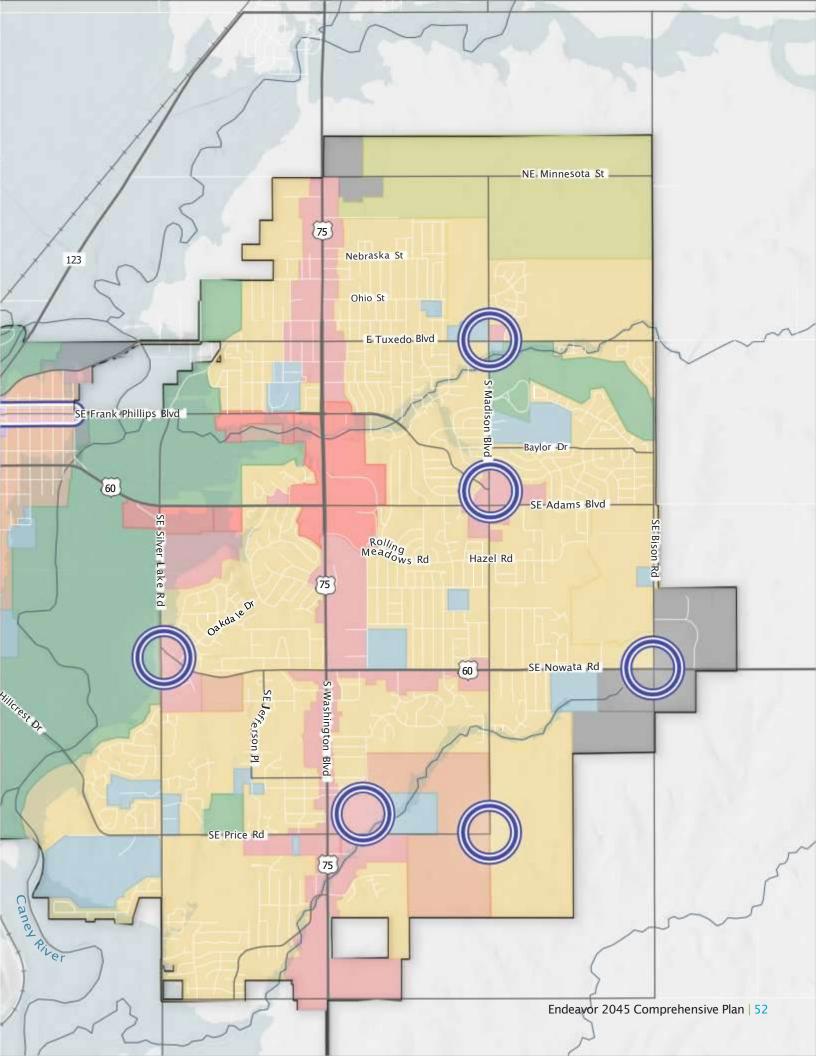
Attribute	Notes
Description	An overview of the preferred types of development to occur within the character area.
Land Uses	An abbreviated list of potential land uses that may be appropriate in the character area when developed in accordance with the development parameters recommended in Endeavor 2045. Lists are representative only. Other land uses may be considered when compatible with the overall intent of the character area.
Development Features	Strategies for development that are consistent with the vision and principles outlined in Endeavor 2045. These strategies may be applied through the development review process and/or amendments to the Municipal Code.
Representative Imagery	Photos and images from Bartlesville and other communities that represent the intended character of the area.

Source: Halff



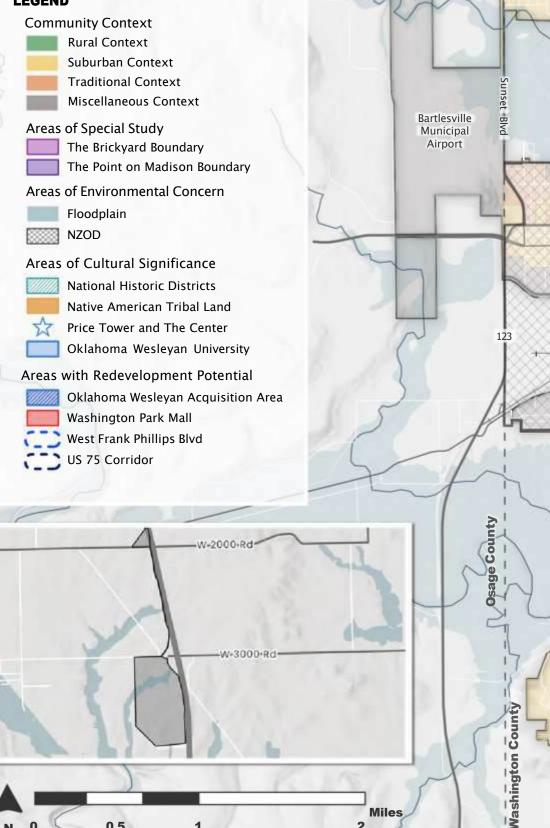
Image descriptions: Image 1. Multi-family development along Frank Phillips Avenue in east Bartlesville. Image 2. Central Middle School is a neighborhood anchor near downtown Bartlesville. Image 3. Traditionally developed housing in West Bartlesville





#### Areas of Special Consideration Map

#### LEGEND



Miles

2

Hensley Blvd

W 10th St

NW Virgini

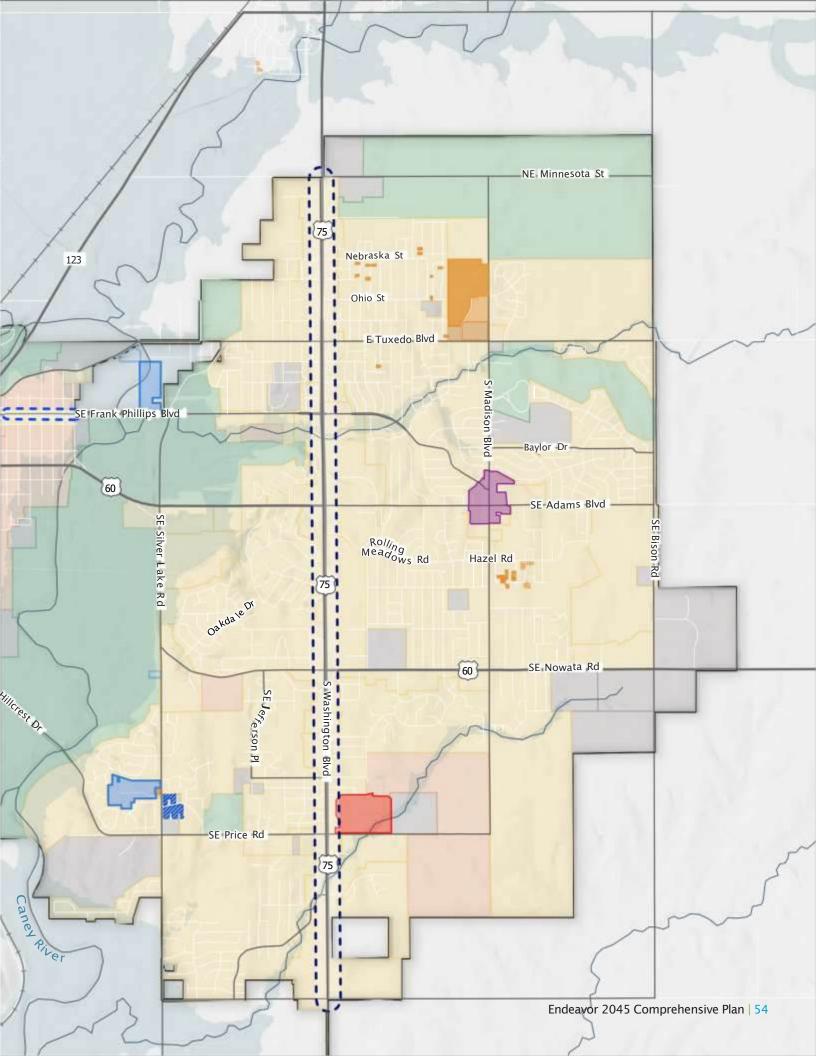
Ave

S Cherokee AV W 14th St

W 18th St

53 | City of Bartlesville, Oklahoma

N 0 0.5



## Parks and Open Space Rural Context



Map Legend (pgs. 51 and 52)

The Parks and Open Space character area encompasses natural areas to remain primarily undeveloped or developed for compatible recreation purposes. The character area includes floodplains, land containing sensitive environmental features, parkland, and other areas set aside for habitat preservation or recreation.

#### **REPRESENTATIVE LAND USES**

- Parks and recreation
- Agriculture or ranch lands
- Natural and conservation areas, open space





#### DEVELOPMENT FEATURES

#### LAND USES

- Coordinate the use of land with limited development potential to assemble and preserve substantial areas for public open space.
- Allow facilities that support public access to parks and open space lands for recreation, education, and research.
- Permit facilities that support essential community-wide public infrastructure.
- Avoid developing within the 100-year floodplain or within floodways.

#### SITE FEATURES

- Limit buildings and structures to those that are accessory to outdoor recreation and habitat preservation activities.
- Minimize outdoor lighting and limit lighting fixtures to those that are designed to reduce glare and light pollution.

#### **BUILDING FEATURES**

- Design structures of limited size that blend with the surrounding natural landscape.
- Minimize visual, auditory, and air pollutants.
- Provide options to utilize green building and



infrastructure techniques, including permeable surfaces where appropriate.

## Rural Residential Rural Context



The Rural Residential character area supports low-density residential and limited agricultural land uses including hobby farms, ranchettes, large-lot single family subdivisions, and conservation subdivisions. Development intensities are expected to remain limited and will not necessarily require the support of municipal services such as municipal waste water.

#### **REPRESENTATIVE LAND USES**

- Single-family residential (detached)
- Agriculture or ranch lands
- Parks and recreation
- Preserves and conservation areas
- Limited commercial services







#### **DEVELOPMENT FEATURES**

#### LAND USES

- Promote large lot estate residences and cluster residential development to reduce development footprints.
- Allow for small scale farming, plant nurseries, and other agricultural uses.
- Limit the scale and intensity of commercial services and places of assembly to those that serve the immediate surrounding community.
- Place non-residential uses along uninterrupted arterial roadways or at primary intersections.
- Avoid developing within 100 year floodplain or floodway.

#### SITE FEATURES

- Limit buildings and structures to residential or light commercial uses.
- Limit the extension of water and sewer infrastructure to developments that are clustered together.
- Encourage low-impact design and other development techniques that minimize water consumption.
- Minimize outdoor lighting and limit lighting fixtures to those that are designed to reduce glare and light pollution.
- Build structures such as barns, pens, sheds, etc. that support agricultural uses away from property lines to minimize nuisances.
- Minimize grading activity and design new development in a manner that best utilizes existing topography.

#### **BUILDING FEATURES**

- Minimize visual, auditory, and air pollutants.
- Limit the size, height, and acceptable lighting levels of sign structures.
- Provide Options for utilize green infrastructure and permeable surfaces where appropriate.

## Suburban Neighborhood Suburban Context



The Suburban Neighborhood character area supports low-to-moderate density residential land uses. The primary land uses include single-family and multi-family dwellings, while individual parcels may be suitable for small-scale commercial services, and other ancillary institutional and public uses such as schools, parks, and places of worship.

#### **REPRESENTATIVE LAND USES**

- Single-family residential (attached and detached)
- Multi-family residential
- Parks and recreation
- Commercial services
- Places of assembly
- Public and semi-public services and facilities







### DEVELOPMENT FEATURES

- Support varying residential building types, lot sizes, density ranges, and architectural styles.
- Provide a mix of single-family and multi-family to promote diverse neighborhoods.
- Provide transitions between developments with buildings of varying heights, sizes, and scale.
- Promote transitions between land uses at intersecting streets and alleys and avoid incompatible uses facing each other.
- Locate multi-family residential developments near activity centers, employment, and trail corridors.
- Reserve land for parks, schools, and other small scale civic institutional uses. Make these areas easily accessible by residents who live within a 10-minute walkshed.
- Allow small commercial development nodes that are compatible in scale with surrounding residential areas.
- Locate uses that generate high levels of traffic at peak times along arterial roadways.
- Avoid developing within the 100-year floodplain or within floodway.

#### SITE FEATURES

- Use landscapes and sidewalks to buffer and screen large parking lots from adjacent roadways and / or residential areas.
- Promote shallow setbacks for non single-family land uses and locate parking behind buildings facing the roadway.
- Arrange multi-building developments to frame the street.
- Incorporate common areas, amenity areas, or other privately maintained social spaces into multi-building or multi-unit developments.
- Mitigate storm-water runoff by incorporating green infrastructure design into parking areas.
- Place parking areas behind buildings or screened from public view.

- Incorporate native and drought tolerant landscaping into new development areas.
- Maximize the use of native and Oklahoma-proven shade trees along trails, sidewalks, and other active transportation corridors.
- Manage vehicular access to adjacent non single-family buildings by consolidating driveways.
- Provide a system of interconnected streets and sidewalks between multi-building developments and subdivisions if recommended by the Streets & Traffic Committee.
- Provide pedestrian and trail access between residential and commercial areas.
- Provide pedestrian scale lighting along residential streets and trails which incorporates full cut-off designs to concentrate light and reduce glare.

#### **BUILDING FEATURES**

- Design new structures in a manner that complement the height, scale, and massing of adjacent development and that provide appropriate transitions between different development types.
- Construct building facades that face the street, parking areas, or public gathering spaces.
- Incorporate uniform building design and signage in lieu of corporate architecture for multi-building or multi-unit developments, including out-parcels.
- Incorporate building form elements such as facade and roof-line articulation, access, fenestration, and variable building materials, to provide visual interest.
- For Multi-family screen air conditioning units, waste bins, and other accessory features from public view in commercial and residential areas.
- Limit the size, height, and acceptable lighting levels of sign structures.





## **Community Commercial** Suburban Context



(pgs. 51 and 52)

The Community Commercial character area supports non-residential land uses including retail, services, and office establishments. Commercial uses on individual parcels are limited in scale and serve either a single neighborhood or multiple neighborhoods. Multi-family development may be permitted at selected neighborhood gateways, but residential land uses are not predominant.

### **REPRESENTATIVE LAND USES**

- Convenience retail
- Restaurants, cafes, and bars
- Entertainment uses
- Professional services
- Public and semi-public services and facilities







#### **DEVELOPMENT FEATURES**

#### LAND USES

- Allow moderate commercial development nodes that transition to the scale of surrounding residential areas.
- Allow for centers of employment (office and other professional services) along major corridors.
- Transition non-residential land uses and development scale from residential areas based on potential building size, trip generation, and anticipated hours of operation.
- Compatible commercial services do not include outdoor supply and sales, or that otherwise require outdoor storage.
- Avoid developing within 100-year floodplain or floodway.

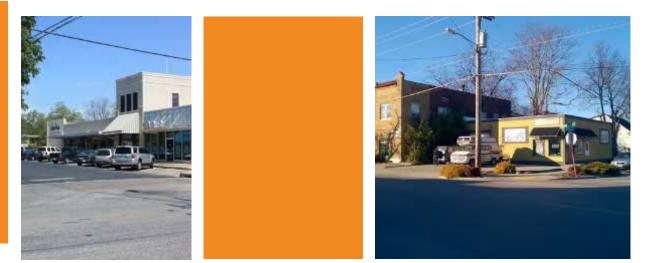
#### SITE FEATURES

- Require retail, restaurant, and other commercial service establishments to take principal access from arterial thoroughfares.
- Preserve major thoroughfare corridors through development sites and arrange buildings, parking areas, and driveway aisles to provide for future street extensions.
- Provide a system of convenient pedestrian and bicycle facilities to ensure connectivity between parking, adjacent streets, and all on-site facilities if recommended by the Streets & Traffic Committee.
- Incorporate significant native and drought-tolerant landscape areas along site frontages, within parking areas, and adjacent to public gathering areas.
- Arrange multi-building developments so that buildings frame the street.
- Mitigate storm-water and other environmental impacts through green infrastructure design including bioretention features.
- Maximize the use of native and Oklahoma-proven shade trees along trails, sidewalks, and other active transportation corridors.
- Manage vehicular access to multi-building and multiunit developments - and between developments -through consolidated curb-cuts, cross-access easements, and driveway length.

#### **BUILDING FEATURES**

- Promote cohesive but flexible design standards for architecture, signage, landscaping, and related features that support local identity and project-specific needs.
- Encourage visual interest through varied building forms, rooflines, entry points, fenestration, and diverse materials.
- Ensure non-residential buildings adjacent to homes are scaled and styled to reflect the quality and character of nearby residences.
- Establish reasonable limits on sign size, height, and lighting to maintain a visually balanced streetscape.
- Screen mechanical equipment, waste bins, and similar elements from public view with integrated design solutions.
- Design and screen drive-thru areas to reduce visual impacts on streets and nearby residential properties.







## Regional Commercial Suburban Context



Map Legend (pgs. 51 and 52)

The Regional Commercial character area is defined by large retail and professional service uses, often located in multitenant shopping centers and office buildings, as well as hotels, restaurants, and other services. Regional Commercial land uses are of a scale and character to serve as a city-wide and regional draw.

#### **REPRESENTATIVE LAND USES**

- National or high-capacity retail
- Restaurants, cafes, and bars
- · Professional offices and services
- Entertainment uses
- Auto-oriented services
- Hotels, motels, and other hospitality uses
- Public and semi-public services and facilities





#### DEVELOPMENT FEATURES

#### LAND USES

- Transition non-residential land uses and development scale from residential areas based on potential building size, trip generation, and anticipated hours of operation.
- Provide a separation between outdoor supply and sales and surrounding residential areas.
- Within transitional areas, permit upper story dwelling units to be incorporated into retail and professional office buildings.
- Permit master planned redevelopment that generates pedestrian-friendly mixed-use (residential and nonresidential) development on re-purposed commercial sites.
- Avoid developing within 100-year floodplain or floodway.

#### SITE FEATURES

- Require retail, restaurant, and other commercial service establishments to provide their primary access along an arterial thoroughfare.
- Preserve major thoroughfare corridors through development sites and arrange buildings, parking areas, and driveway aisles to provide for future street extensions.
- Provide a system of convenient pedestrian and bicycle facilities to ensure connectivity between parking, adjacent streets, and all on-site facilities if recommended by the Streets & Traffic Committee.



- Incorporate significant native and drought-tolerant landscape areas along site frontages, within parking areas, and adjacent to public gathering areas.
- Arrange multi-building developments so that some buildings frame the street.
- Incorporate common areas, amenity centers, or other privately maintained social spaces into multi-building or multi-unit development.
- Mitigate storm-water and other environmental impacts through green infrastructure design including bioretention features.
- Incorporate significant native and drought-tolerant landscape areas along site frontages, within parking areas, and adjacent to public gathering areas.
- Manage vehicular access to multi-building and multiunit developments – and between developments
   –through consolidated curb-cuts, cross-access
   easements, and driveway length.

- Apply a uniform architectural style to buildings (including out-parcels), and uniform design to signage, landscaping and other site features.
- Provide visual interest by incorporate building form elements such as facade and roof-line articulation, access, fenestration, and variable building materials
- Design non-residential buildings that abut residential areas to be designed to a scale and style that mimics the quality and character of adjacent residences.
- Screen air conditioning units and other utilities from public view.
- Screen drive-thru facilities in a manner that mitigates visual impacts from the street and adjacent residential areas.





# Traditional Neighborhood Traditional Context



Map Legend (pgs. 51 and 52)

The Traditional Neighborhood character area includes a mix of residential housing types at medium-to-high densities. The character area includes many of the City's established neighborhoods and historic residential areas closer to the city center and includes single-family detached, single-family attached, and multi-family dwelling types, neighborhood retail, restaurants, and professional services.

### **REPRESENTATIVE LAND USES**

- Single-family residential (attached and detached)
- Multi-family residential
- Parks and recreation
- Neighborhood retail and restaurants
- Professional services
- Public and semi-public services and facilities





### DEVELOPMENT FEATURES

### LAND USES

- Permit a diverse mix of single-family detached housing types including variations in lot sizes, build-to-lines, and other spatial characteristics.
- Allow accessory dwelling units (ADUs) or "granny flats"
   to add density and affordable housing options if allowed by private covenants.
- Promote higher intensity development along major thoroughfares.
- Permit the conversion of underutilized residential structures to small-scale commercial uses along major thoroughfares. Ensure the commercial uses complements the surrounding residential areas.
- Limit drive-through and other auto-oriented uses.
- Provide transitions between developments with buildings of varying heights, sizes, and scale.
- Locate multi-family residential developments near activity centers, employment, and trail corridors.
- Reserve land for parks, schools, and other small scale civic institutional uses. Make these areas easily accessible by residents who live within a 1/4-mile walkshed.
- Avoid developing within 100-year floodplain or floodway.



- Maintain historic lot and block sizes where appropriate.
- Provide shallow building setbacks using build-to-zones and wide roadside areas to support active transportation.
- Conceal non-residential and multi-family parking areas behind building facades.
- Design roadways with large active roadsides for pedestrian activity.
- Maintain and promote street grid interconnectivity and small block sizes.
- Provide a functional system of public or private alleys and promote shared access to reduce curb cuts on the street and access shared parking.
- Limit curb cuts to minimize disruptions to pedestrians and bicyclists within the roadside area.
- Maximize the use of native and Oklahoma-proven shade trees along trails, sidewalks, and other active transportation corridors.

- Design new structures in a manner that complements the height, scale, and massing of adjacent development and that provide appropriate transitions between different development types.
- Establish minimum building frontage requirements to frame the street and other public spaces.
- Replicate historic building styles and design features where applicable.
- Incorporate building form elements such as facade and roof-line articulation, access, fenestration, and variable building materials, to provide visual interest.
- Utilize building elements such as awnings, canopies, and balconies to delineate between distinct building quadrants or bays, and horizontally to distinguish ground-floor space from upper stories.



# Downtown Traditional Context



The Downtown character area includes a mix of residential and non-residential land uses that are associated with a thriving and vibrant central business district. The character area supports institutional, cultural, employment, shopping, and entertainment uses while also providing high-density residential living options to create an energized environment to live, work, and play.

### **REPRESENTATIVE LAND USES**

- Multi-family residential
- Mixed-use housing and retail
- Restaurants, cafes, and bars
- Professional offices and services
- Entertainment uses
- Hotels, motels, and other hospitality uses
- Public and semi-public services and facilities
- Parks and recreation





Mix of local representative images.

### DEVELOPMENT FEATURES

### LAND USES

- Construct mixed-use buildings with upper floor residential and ground floor flex space for primary nonresidential and secondary residential use.
- Incorporate high-density residential apartments, lofts, and townhomes into commercial and office buildings.
- Transition between land uses should occur along alleyways for a consistent street character.
- Follow guidance as detailed in the Downtown Redevelopment District Implementation Plan (2009), the Bartlesville Downtown Design Guidelines (2008), the Redevelopment Plan for the Bartlesville Downtown Redevelopment District (2004), and subsequent planning efforts pursuant to this comprehensive plan.

### SITE FEATURES

- Maintain and promote street grid interconnectivity.
- Design for large active roadsides for pedestrian activity.
- Provide a functional system of public or private alleys and promote shared access to reduce curb cuts on the street and access shared parking.
- Encourage native and drought tolerant landscaping into public and commercial areas.
- Maximize the use of native and Oklahoma-proven shade trees along trails, sidewalks, and other active transportation corridors.
- Conceal parking behind buildings or within structures.



- Follow guidance as detailed in the Downtown Redevelopment District Implementation Plan, the Bartlesville Downtown Design Guidelines (2008), the Redevelopment Plan for the Bartlesville Downtown Redevelopment District (2004), and subsequent planning efforts pursuant to this comprehensive plan.
- Design new structures in a manner that complement the existing buildings in the area.
- Building height should match the relative height of nearby structures to avoid dramatic changes in size.
- Design buildings to include facades, storefront windows, and attractive signage and lighting to create pedestrianscale visual interest.
- Establish minimum building frontage requirements to frame the street and other public spaces.
- Line streets and other public spaces with building facades that incorporate windows, and architectural features for visual interest and to avoid unbroken stretches of blank walls.









# Industry and Trade Miscellaneous Context



Map Legend (pgs. 51 and 52)

The Industry and Trade character area accommodates warehousing, wholesale trade, transportation, research and development, manufacturing, and industrial uses. The scale of development requires careful placement to provide access to high capacity transportation corridors and minimize disruptions to residential areas.

### **REPRESENTATIVE LAND USES**

- Manufacturing, processing, and assembling
- Trade, warehousing, and transportation







### DEVELOPMENT FEATURES

### LAND USES

- Transition non-residential land uses and development scale from residential areas based on potential building size, trip generation, and anticipated hours of operation.
- Locate industrial/warehousing land uses in the outskirts of the city and in other areas not directly adjacent to neighborhoods, and that can be accessed directly from major arterial thoroughfares.
- Locate industrial and warehousing land uses away from sensitive environmental areas.
- Avoid developing within 100-year floodplain or floodway.

### SITE FEATURES

- Provide primary vehicular access points from major thoroughfares. Provide pedestrian and other multimodal access to facilities.
- Preserve major thoroughfare corridors through development sites and arrange buildings, parking areas, and driveway aisle to provide for future street extensions.
- Incorporate significant native and drought-tolerant landscape areas along site frontages, within parking areas, and adjacent to public gathering areas.
- **Provide the option to** utilize green infrastructure and site design practices.
- Mitigate stormwater and other environmental impacts through the opportunity of green infrastructure design including xeriscaping, bioretention features, and increasing tree canopy.
- Incorporate landscape areas of water-wise plantings along site frontages, within parking areas, and adjacent to public gathering areas.

#### **BUILDING FEATURES**

Apply a uniform architectural style to buildings, and uniform design to signage, landscaping, and other site features.

# Civic and Institutional Miscellaneous Context

The Civic and Institutional character area is defined by large public or private facilities and complexes. Large tracts of land may support institutions such as primary school campuses, colleges, hospitals, convention centers, libraries, medical centers, and government buildings. Institutional and medical campuses may include accessory offices and residential uses.

### **REPRESENTATIVE LAND USES**

- Government and public administration
- Primary and secondary education
- University campuses or auxiliary uses
- Group or institutionalized housing
- Civic or community gathering space
- Places of assembly
- Parks and recreation





# DEVELOPMENT FEATURES

- Transition non-residential land uses and development scale from residential areas based on potential building size, trip generation, and anticipated hours of operation.
- Avoid developing within 100-year floodplain or floodway.

### SITE FEATURES

- Provide a system of convenient pedestrian and bicycle facilities to ensure connectivity between parking, adjacent streets, adjacent development and neighborhoods, and all on-site facilities if recommended by the Streets & Traffic Committee.
- Maximize tree cover along pedestrian corridors and in association with public gathering spaces.
- Incorporate significant native and drought-tolerant landscape areas along site frontages, within parking areas, and adjacent to public gathering areas.
- Incorporate common areas, amenity centers, or other privately maintained social spaces into multi-building or multi-unit development.
- Provide the opportunity to mitigate stormwater and other environmental impacts through green infrastructure design including xeriscaping, bioretention features, and increasing tree canopy.
- Incorporate landscape areas of water-wise plantings along site frontages, within parking areas, and adjacent to public gathering areas.
- Cluster campus buildings where possible to reserve land as common area and general open space.
- Incorporate variations in building scale to provide a transition between adjacent low density development.

#### **BUILDING FEATURES**

- Apply a uniform architectural style to buildings, and uniform design to signage, landscaping, and other site features.
- Promote multistory buildings that complement the area.

# Activity Center Character Area Overlay



The Activity Center character area includes a mix of residential and non-residential land uses that collectively create a vibrant and walkable environment. Activity Centers provide employment, shopping, civic, entertainment, and living options at varying scales while providing transitional buffers between single-family residential neighborhoods and areas of higher development intensity.

### **REPRESENTATIVE LAND USES**

- Single-family attached and multi-family residential
- Boutique shopping and retail
- Restaurants, cafes, and bars
- Professional offices and services
- Entertainment uses
- Hotels, motels, and other hospitality uses
- Public and semi-public services and facilities
- Parks and recreation



## DEVELOPMENT FEATURES

### LAND USES

- Emphasize development patterns that mix land uses within individual parcels and buildings.
- Construct mixed-use buildings with upper floor residential and ground floor flex space for primary non-residential and secondary residential use.
- Construct high-density residential development of gradually decreasing densities along roadways that provide access to lower-density single-family development.
- Limit land uses that are dependent on outdoor display and sales or drive-through facilities.
- Incorporate civic parks for public gathering and events.
- Allow for centers of employment along major corridors.

#### SITE FEATURES

- Mimic historically small lot and block sizes bounded by networks of interconnected streets where appropriate.
- Provide shallow building setbacks using build-to-zones to create defined and comfortable roadside areas that promote public gathering.
- Conceal non-residential and multi-family parking areas behind building facades.

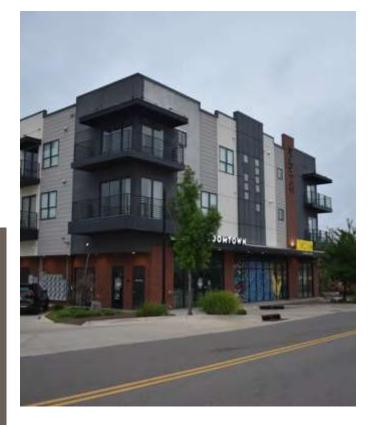


- Design roadways with large active roadsides for pedestrian activity.
- Provide a functional system of public or private alleys and promote shared access to reduce curb cuts on the street and access shared parking.
- Limit curb cuts to minimize disruptions to pedestrians and bicyclists within the roadside area.

### **BUILDING FEATURES**

- Design new structures in a manner that complements the height, scale, and massing of adjacent development and that provides appropriate transitions between different development types.
- Establish minimum building frontage requirements to frame the street and other public spaces.
- Replicate historic building styles and design features where applicable.

- Incorporate building form elements such as facade and roof-line articulation, access, fenestration, and variable building materials, to provide visual interest.
- Utilize building elements such as awnings, canopies, and balconies to delineate between distinct building quadrants or bays, and horizontally to distinguish ground-floor space from upper stories.





# Mixed-Use Corridor Character Area Overlay



The Mixed-Use Corridor character area supports a blend of residential and non-residential land uses along roadway or trail corridors. The character area mimics traditional downtowns and neighborhoods by combining residential and non-residential land uses within buildings or on shared parcels, but arranges such uses in a linear manner along established thoroughfares.

### **REPRESENTATIVE LAND USES**

Single-family attached and multi-family residential Restaurants, cafes, and bars Professional offices and services Entertainment uses Hotels, motels, and other hospitality uses Public and semi-public services and facilities

Parks and recreation





Mix of non-local representative images.

# DEVELOPMENT FEATURES

- Emphasize development patterns that mix land uses within individual parcels and buildings.
- Construct mixed-use buildings with upper floor residential and ground floor space for non-residential uses near major intersections.
- Construct high-density residential development of gradually decreasing densities along roadways that provide access to lower-density single-family development.

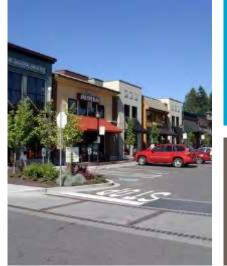
### SITE FEATURES

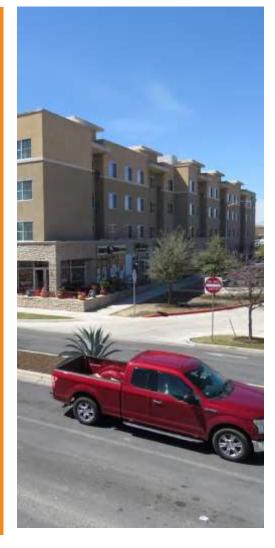
- Provide transitions in development scale between the major thoroughfare and surrounding neighborhoods.
- Provide shallow building setbacks using build-tozones and wide active roadside areas to support pedestrian activity.
- Limit curb cuts and automobile accessibility off of the primary commercial street.
- Design projects to facilitate walking or biking to jobs, shopping, entertainment, and recreations.
- Uses should share parking to minimize land area used for parking.
- Create and maintain small block sizes.
- Multi-building developments should include internal pedestrian systems to encourage customers to park once for several destinations.
- Provide a functional system of public or private alleys and promote shared access to reduce curb cuts on the street and access shared parking.
- Arrange buildings, parking areas, and driveway aisles to provide for future street extensions from the major thoroughfare through the development site.

### BUILDING FEATURES

- Line streets and other public spaces with building facades that incorporate windows, and architectural features that provide visual interest.
- Developments should have direct pedestrian access on each block face that they occupy.
- Establish minimum building setback requirements to frame the street and other public spaces.











# Zoning Guidance

# Compatible Zoning Districts

Although the Future Development Plan's and Map's character area designations provide guidance on the form and development patterns of an area, they do not regulate zoning or establish zoning boundaries. The Zoning District and Character Area Compatibility Matrix (below) provides guidance as to which existing zoning districts <u>may</u> be appropriate to implement the preferred development features of each character area category. This matrix may also be used to determine when a plan amendment is required.

While there are many zoning districts shown that may be compatible to each character area category, it will be the City's responsibility to determine on a case-by-case basis whether to approve a proposed zoning district for a specific property, and if so, what mitigating parameters may be necessary to protect the community's interests. As the City continues to evaluate its development regulations, updates to zoning districts may be necessary to better reflect the policies of this plan.

	Context and Character Areas								
	Rural		Suburban			Traditional		Miscellaneous	
Zoning Districts	POS	RR	SN	СС	RC	TN	DT	IT	CI
Residential Agriculture	S	Р							
Residential Estate	S	Р	S						
Single-Family Residential		Р	Р	S	S	Р	S		S
Multifamily Residential			Р	S	S	Р	Р		Р
Mobile Home Residential		Р	Р			Р			
Office		S	Р	Р	Р	S	Р	Р	Р
Neighborhood Shopping		S	Р	Р	Р	Р	Р		S
Major Shopping			S	Р	Р	S	Р		S
Central Commercial				Р	Р	S	Р		S
General Commercial		S		Р	Р	S	Р	S	S
Commercial Amusement		S		Р	Р	S	Р	S	S
Highway Commercial		S		Р	Р			Р	
Industrial Park					S			Р	
Limited Industrial					S			Р	
General Industrial								Р	
Intensive Industrial								Р	

### Zoning District and Character Area Compatibility Matrix\*

Source: Halff

P-Primary. Most allowable land uses in the zoning district may be appropriate subject to the guidance and recommendations of Endeavor 2045. S-Secondary. Some allowable land uses in the zoning district may be appropriate subject to the guidance and recommendations of Endeavor 2045.

POS- Public Open Space; RR-Rural Residential; SN-Suburban Neighborhood; CC-Community Commercial; RC-Regional Commercial; TN-Traditional Neighborhood; DT-Downtown; IT-Industry and Trade; CI-Civic and Institutional.

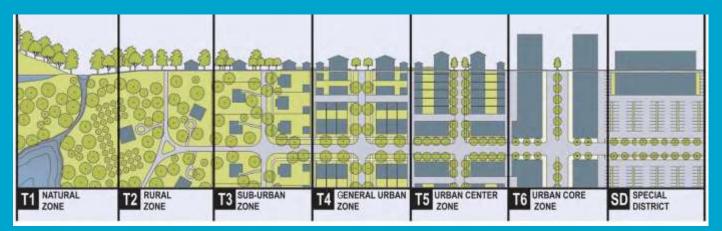
\*This table is advisory only. Character area/zoning district compatibility will vary on a case-by-case basis subject to the City of Bartlesville's interpretation of the cumulative policies of this Plan, other applicable municipal policy documents, and statutory guidance.

# Zoning Updates

Updates to the Bartlesville Municipal Code, Appendix A. Zoning are needed to align City policy with the recommendations within this Future Development Plan. To properly address the recommendations of this plan, a form-based code using the ruralurban transect is authorized.

### TRANSECT-BASED DISTRICTS

The rural-urban transect is categorized into six zones and special districts: Natural (T1), rural (T2), sub-urban (T3), general-urban (T4), urban center (T5), urban core (T6), and special district (SD). These zones illustrate a system of development patterns that become successively more urban in intensity and character. The rural-urban transect provides a development framework for communities that utilize the SmartCode or other similar form-based land use regulations.



The rural-urban transect provides the framework for a form-based code.

The City of Bartlesville may consider adopting transect-based or form-based zoning districts to better support development that reflects the land use, site design, and building characteristics outlined in the Future Development Plan's traditional character areas and overlays. These potential "character districts" could follow the framework below:

### Bartlesville Form-based District Framework\*

District	Description
CD1-N (Neighborhood Character District)	The Neighborhood Character District accommodates single-family detached and attached residential building types with limited commercial or mixed-uses at major street corners.
CD2-F (Flex Character District)	The Flex Character District provides a pedestrian-focused mix of residential, neighborhood retail and services, office, and civic uses in a mid-density manner that emphasizes urban form.
CD3-C (Center Character District)	The Center Character District provides for high levels of pedestrian-oriented mixed use development in downtown and other activity centers. Multi-story residential and mixed-use development is augmented by street level retail uses and spaces for public gathering.
CD-PA (Planning Area Character District)	The Planning Area Character District is for undeveloped tracts where highly walkable urban environments will be created that mix of residential, employment, shopping and civic land uses in a compact and interconnected pattern. This umbrella district may apply a mix of other character districts to create variations in development intensity.

\*Example framework only. A final form-based district framework will be subject to the results of a comprehensive land development code assessment.

A final form-based district framework, including number of districts, district parameters, geographic appropriateness, and methods for application, will be subject to the results of a comprehensive land development code assessment.

# Future Thoroughfare Plan

Endeavor 2045's Future Thoroughfare Plan establishes the principles and policies which will guide the development of an efficient, safe, and convenient transportation network for all users. The Future Thoroughfare Plan and associated Future Thoroughfare Map identify the city's planned roadway and trail connections and recommend updates to the existing roadway classification system based on function and community context areas defined in the Future Development Plan.

### FUNCTIONAL CLASSIFICATION

The functional classifications of streets identifies a roadway hierarchy that prioritizes motor vehicle traffic flow and access to land. The functional classification system provides a base for roadway design, but does not historically consider other users of the public right of way, such as pedestrians, bicyclists, and transit users. The system also has not traditionally considered the context of adjacent land uses and the relationship of roadway design with surrounding development. Endeavor 2045 builds upon the functional classification system of roadways to consider all roadway users and community context.

According to the Oklahoma Department of Transportation (ODOT), there are four functional classifications of roadways that exist in Bartlesville today:

Principal Arterial. Serve the major traffic movements within a community and to outlying or adjacent communities.

Minor Arterial. Serve intra-city trips connecting neighborhoods with other community destinations.

Major Collector. Collect traffic from local streets in residential neighborhoods and channels it into the arterial system.

Local Streets. Provide direct access from collector and arterial streets to individual properties.

### **RELATIONSHIP TO COMMUNITY CONTEXT**

The Future Development Map (pages 51-52) identifies multiple character areas that define the intended development patterns of Bartlesville districts, neighborhoods, and corridors. These existing and potential development patterns are greatly influenced by the design of adjacent and internal roadways. To achieve the development character introduced in the Future Development Plan, Endeavor 2045 recommends distinct roadway standards for each of Bartlesville's context classifications (rural, suburban, and traditional).

The distinctions between the rural, suburban, and traditional context classifications are fluid. For instance, suburban and rural streets may incorporate design elements of urban streets. General distinctions are described below.

Rural Streets. Streets within the rural area are primarily designed for low traffic volumes where the distances and land uses will generate limited pedestrian activity. Impacts on the surrounding landscape are intended to be minimal.

Suburban Streets. Streets within the suburban area resemble standard street sections common in east Bartlesville today, but with a focus on updated design features for multi-modal mobility.

Traditional Streets. Streets in the traditional area balance the needs of motorized and non-motorized users to create a comfortable environment that encourages bicyclist and pedestrian activity.



U.S. Highway 60 is the entry into Bartlesville from the west and is primarily developed for industrial and commercial uses.



Updates in roadway design may be implemented during routine maintenance.

### CONNECTIVITY

A well-connected transportation system efficiently and safely moves traffic. The Future Thoroughfare Plan promotes the extension and interconnectivity of major thoroughfares to create a more complete transportation system. Additionally, the plan recommends standard spacing between thoroughfares. Within existing developed areas, street connectivity may be enhanced through the establishment of maximum block sizes or correcting misaligned street offsets so turning motions are safer. Connectivity also applies to local streets. There are currently many local through-streets in Bartlesville that have been blocked or do not connect to surrounding areas.

### LIVABLE STREETS

The Livable Streets concept is a design approach for streets to be planned, designed, operated, and maintained to enable safe, convenient, and comfortable travel for users of all ages and abilities. The Future Thoroughfare Plan encourages the use of complete streets, calm streets, and active roadside principles to promote the use of the city's roadway network as both comfortable transportation corridors and important public gathering spaces.

### MULTI-MODAL CONSIDERATIONS

The ability to walk, bike, and use public transportation were consistent themes discussed during the Endeavor 2045 public outreach process. Residents expressed their support of the Pathfinder Parkway and ongoing efforts to add and improve sidewalks throughout Bartlesville. The Future Thoroughfare Plan recognizes these community priorities and advocates for expanding the Pathfinder Parkway, protected on-street bikeways, a network of connected sidewalks, and a reliable public transportation system. As multi-modal facilities are constructed, safe intersections and roadway crossings will be a top priority.

Endeavor 2045 Livable Streets Principles



Traffic calming technique used by resident of a local neighborhood.



Pedestrian activated crossing along Madison Blvd.

### COMPLETE STREETS

Our roadways will have clearly defined accommodations for multiple transportation modes within the street rightof-way. The form, scale, and applicability of accommodations for pedestrians, bicyclists, and transit riders will be given the same level of consideration as motor vehicle travel lanes. See page 84 for more detail on Complete Streets.

### CALM STREETS

Our roadways will be designed to promote efficient motor vehicle flow at rates that reflect the posted speed limits. Traffic calming methods that moderate the speed of travel will be proactively incorporated into the design of new streets, such as reduced travel lane widths, streetscape features, curve radii, etc., to constrain the scale of the roadway.

### **ACTIVE ROADSIDES**

The portion of a roadway right-of-way outside of the traveled way. Where higher levels of pedestrian activity are anticipated or intended, our roadsides will be activated with furnishing zones (where appropriate), sidewalks, and accessory zones between the primary pedestrian pathway and building frontages to promote opportunities for public gathering and activity.



Consistent with the Future Development Plan's character areas and character area overlays, the Future Thoroughfare Plan's roadway context classifications serve as the basis upon which Bartlesville will build a network of thoroughfares and local streets that compliment development of varying character and intensity. Bartlesville residents have expressed their desire to incorporate more beautification and roadside elements to the street.

As described by the Institute of Transportation Engineers (ITE) in the Designing Walkable Urban Thoroughfares guidebook, there are several features that can create an active and walkable context along roadways. These features include: land use; site design features such as building orientation, setbacks, parking, and block length; and, building design features such as height, width, scale, and entries. To encourage the type of development outlined in the Future Development Plan's character area descriptions, the aforementioned context classifications and features must be considered as they relate to the city's roadways. This can be achieved through the application of the various street design policies described on pages 76 through 78.

### TRAFFIC CALMING PROGRAM

In 2006 the Bartlesville City Council adopted the City of Bartlesville Residential Subdivision Traffic Calming Policy and Procedure. The policy was developed to reduce traffic speeds in residential areas by providing an array of traffic calming solutions and a guideline for their implementation. Individual residents or neighborhood associations can initiate traffic calming requests, which go through a subsequent planning, public involvement, and funding process with the involvement of multiple City departments.

Traffic calming devices are further detailed in the policy. Countermeasures outlined in the policy include speed humps, raised crosswalks, traffic circles, diagonal diverters, and curb extensions, though the policy recommends the use of speed humps as the primary solution to utilize.

The Bartlesville Engineering Department oversees the program in coordination with the Community Development Department. In fiscal year 2023 the City received eight traffic calming applications from residents. Following the traffic study, five of the projects were ineligible, two were eligible for implementation, and one is awaiting further study.

## **Rural Streets**

Rural streets are designed for mobility in areas with low development densities that are unreliant on urban services (e.g. water, sewer), and with limited access to nearby commercial or industrial uses. The roadways in these areas should be designed with low-impact design (LID) standards in mind.

The application of rural streets assumes that low density residential development, agricultural land uses, or other dispersed land uses will remain with no reasonable expectation that additional infill would significantly increase traffic volumes. The use of rural streets should be an option selectively employed by the City.

#### Some of the typical design attributes of rural streets are

presented in the table below. The collective guidance on this page is the basis for the creation of modified municipal street standards and specifications. Other variables should be considered including design speeds; target traffic volumes; curb and gutter, subsurface drainage; multi-modal facilities and roadside features.

### **RURAL STREET CONSIDERATIONS**

- Provide connections to employers or residential areas outside of traditional and suburban areas.
- · LID features to incorporate surface-level stormwater drainage.
- May apply a ribbon curb rather than standard curband-gutter.
- Optional soft-surface sidewalks and bicycle accommodations in accordance with a planned active transportation network.
- Portions of roadsides may be left unmowed to promote space for wildflowers and pollinators.
- Dirt streets may be appropriate in very low-density agricultural areas and according to municipally adopted technical specifications.
- Rural street characteristics are not suitable for new arterial streets in Bartlesville but may be applied to pre-existing roads.



<b>Rural Streets</b>		Typical	Attributes
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Attribute	Collector Street	Local Street		
Function	Access to property	Access to property		
Relationship	Connects local streets to arterials; traverses large areas	Within large tracts		
Typical Spacing	1/4 to 1/2 miles	Varies		
Travel Lanes	2 lanes	2 lanes		
On-street Parking	No	No		
Curb & Gutter	Optional (per recommendations herein)	Optional (per recommendations herein)		
Roadside Features	Pedestrian facilities optional	Pedestrian facilities optional		

Source: Halff with references to the NACTO Urban Street Design Guide and ITE Designing Walkable Urban Thoroughfares: A Context Sensitive Approach.

# Suburban Streets

Suburban street standards most closely resemble streets that are common in east Bartlesville today. These roadways have historically favored motor-vehicle traffic with little accommodation for alternative modes of travel.

Moving forward, suburban streets should also promote bicyclist and pedestrian activity, but with a continued emphasis placed on efficient motor vehicle flow. This balanced design approach to promoting multi-modal mobility acknowledges that development patterns in suburban context areas will continue to permit dispersed land uses that will generate lower volumes of active transportation users between destinations.

Some of the typical design attributes of suburban streets

are presented in the table below. The collective guidance on this page is the basis for the creation of modified municipal street standards and specifications. Other variables should be considered including design speeds; target traffic volumes; curb and gutter, subsurface drainage; multi-modal facilities and roadside features.

### SUBURBAN STREET CONSIDERATIONS

- Maximize street interconnectivity with emphasis on small block sizes.
- Improve motor vehicle flow through incorporating access management design features.
- Reduce standard motor vehicle lane widths to promote speeds that better align with posted speed limits.
- Incorporate Complete Street features in a way that comfortably accommodates bicycling and walking.
- Create greater separations between motor vehicle travel lanes and pedestrian and bicycling pathways.
- Incorporate Intelligent Transportation Systems.



### Suburban Streets | Typical Attributes

Attribute	Major Arterial Street	Minor Arterial Street	Collector Street	Local Street
Function	Mobility	Mobility	Connectivity	Access to property
Relationship	Defines district and neighborhood boundaries	Traverses neighborhoods and defines boundaries	Internal and traverses neighborhoods	Internal to neighborhood
Typical Spacing	2 miles	1-2 miles	1/4 to 1/2 miles	Varies
Travel Lanes	4 to 6 lanes	2-4 lanes	2 lanes	2 lanes
On-street Parking	No	No	Optional	Yes
Curb & Gutter	Yes	Yes	Yes	Yes (ribbon curb optional)
Roadside Features	Sidewalks and pedestrian features, landscaped parkway			

Source: Halff with references to the NACTO Urban Street Design Guide and ITE Designing Walkable Urban Thoroughfares: A Context-Sensitive Approach.

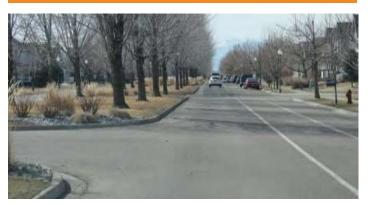












Non-local representative images.

## Traditional Streets

Traditional streets provide comfortable and aesthetically pleasing environments for all users including pedestrians, bicyclists, transit users, and motorists. Roadways in traditional areas should include targeted areas where active roadsides serve as a public gathering space, in addition to their inherent transportation purposes.

Traditional streets are currently found in downtown Bartlesville and the surrounding historic neighborhoods. This roadway character should also be applied to new development within traditional character areas and character area overlays.

Some of the typical design attributes of traditional streets are presented in the table below. The collective guidance on this page is the basis for the creation of modified municipal street standards and specifications. Other variables should be considered including design speeds; target traffic volumes; curb and gutter, subsurface drainage; multi-modal facilities and roadside features.



### TRADITIONAL STREET CONSIDERATIONS

- Incorporate Complete Street features to accommodate
   and encourage bicycling, walking, and transit use.
- Design the roadway to slow traffic-closely aligning with posted speed limits.
- Incorporate active roadside features for public gathering and activity in areas where pedestrian activity is expected.
- traffic volumes during non-peak periods. Frame the street with adjacent buildings. Maximize street interconnectivity with emphasis on

Reduce lanes in areas where design capacity exceeds

- small block size.
- Create a parallel system of motor vehicle access through the use of alleys and cross-access easements.

Attribute	Major/Minor Arterial (Boulevard)	Minor Arterial/Collector (Avenue)	Local Street
Function	Mobility	Connectivity	Access to property
Relationship	Defines district and neighborhood boundaries	Internal and traverses neighborhoods	Internal to neighborhood
Typical Spacing	2 miles	660-1,320 feet	Up to 660 feet (block length)
Travel Lanes	4 to 6 lanes	2 lanes	2 lanes
On-street Parking	Yes	Yes	Yes
Curb & Gutter	Yes	Yes	Yes
Roadside Features	Sidewalks and pedestrian features, landscaped parkway	Sidewalks and pedestrian features, landscaped parkway	Sidewalks and pedestrian features, landscaped parkway

### Traditional Streets | Typical Attributes

Promote on-street parking.

Source: Halff with references to the NACTO Urban Street Design Guide and ITE Designing Walkable Urban Thoroughfares: A Context-Sensitive Approach.













Non-local representative images.

# Future Thoroughfare Map

## How to use the Map

The Future Thoroughfare Map depicts where roadway extensions or new roadways are needed to accommodate the city's anticipated growth and development. This map was developed in coordination with the Future Development Maps presented on pages 51 and 52. The map represents the recommended future thoroughfare network within the City of Bartlesville boundaries, as well as select roadways that extend beyond the boundary. The City should work with Washington County, Osage County, and the Oklahoma Department of Transportation (ODOT) to ensure surrounding road networks seamlessly transition to Bartlesville's system. The following guidelines should be considered when interpreting and implementing the Future Thoroughfare Map:

Existing Functional Classification. Existing thoroughfares in Bartlesville as classified by ODOT.

Proposed Thoroughfares. Potential thoroughfare locations based on land use, geographic limitations, and spacing.

Local Streets. While future local streets are not identified on the Future Thoroughfare Map, the City has discretion as to how local streets are designed. The spacing of local streets is variable but should create walkable neighborhood block sizes.

Context Areas. The location of underlaying context classification areas based on the Future Development Map. These areas will inform the design considerations for the roadways and thoroughfares contained within.



Many residential areas in Bartlesville lack sidewalk connections.

Character Corridors. Some roadway segments are identified on the Future Thoroughfare Map as "character corridors." The incorporation of design features to apply Endeavor 2045's Livable Streets principles (page 76) and other aesthetic enhancements should be prioritized on these roadways.

Trail Network. The Future Thoroughfare Map depicts existing trail corridors and proposed extensions that may complete a city-wide trail loop. Other multi-modal facilities, such as on-street bicycle facilities and sidewalks, are not depicted, but should connect to the trail facilities identified on the Future Thoroughfare Map.



The Pathfinder Parkway utilizes bridge underpasses to cross high-traffic roadways.

## **Green Streets**

Green Streets are a form of low impact development (LID) that mitigate storm-water runoff through the use of plants and other green infrastructure. This approach uses natural systems to filter, store, evaporate and detain water runoff close to its source, before it enters the watershed. Green Street design may include:

- Rain Gardens. A technique where water runoff is gathered in a shallow detention area. These are appropriate in suburban and rural areas.
- Bioswales. Areas along roadways that collect and filter water from road or parking area runoff. These are appropriate in all context areas.
- Permeable Pavement. Allows water to seep through the pavement rather than run off into the roadway or stormwater system. This is appropriate in all context areas.
- Street Trees. Trees that are placed along roadways, sidewalks, and trails to capture, retain, and filter stormwater. They proved shade and other cooling benefits for facility users. They are appropriate in all context areas.



Native plants are better adapted to capture and retain storm water runoff than many non-native species.

### **Complete Streets**

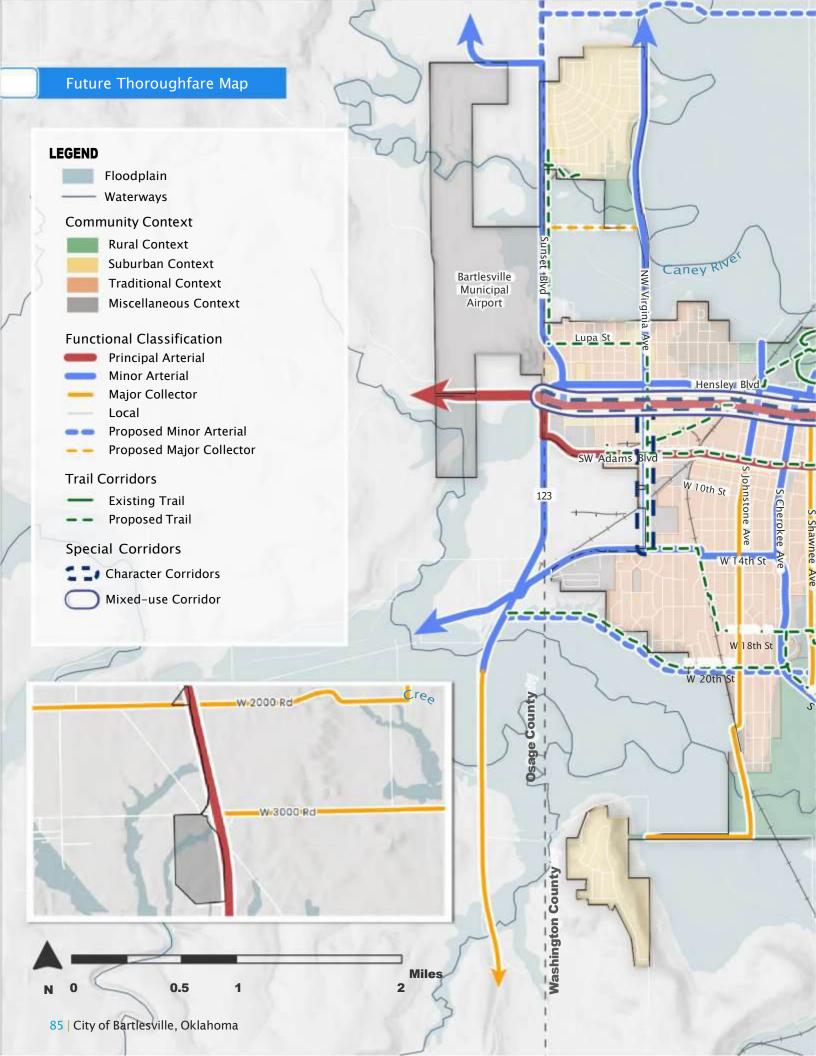
Complete Streets are roadways designed and operated to facilitate safe travel for people of all age and abilities, regardless of their mode of transportation. This includes people who drive, walk, bike, or use public transportation.

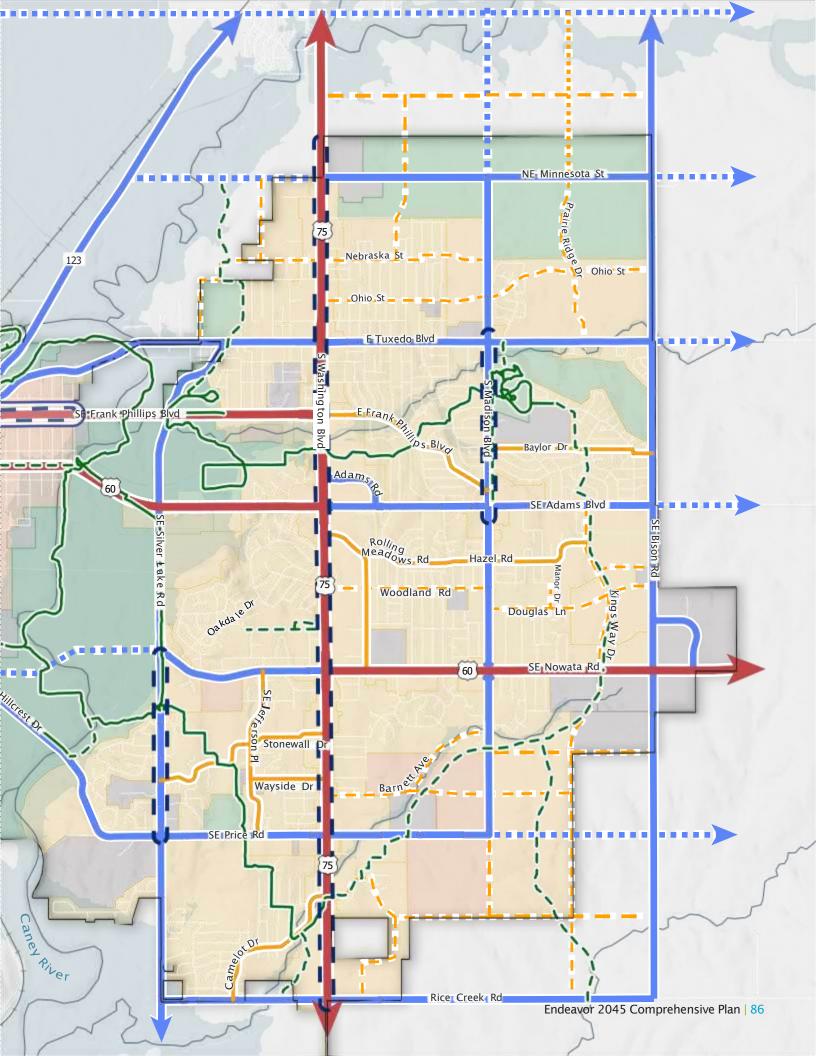
A Complete Street may look different based on the context of the area. They may use a wide range of elements, such as sidewalks, bicycle lanes, bus lanes, public transportation stops, crossing opportunities, median islands, accessible pedestrian signals, curb extensions, modified vehicle travel lanes, streetscape, and landscape treatments. The inclusion of these elements improves safety for all roadway users by providing clear guidance for roadway use and designated facilities for each mode of transportation. They improve aesthetics and incorporate the surrounding built environment into the design.

A complete streets policy, as recommended by the Streets and Traffic Committee, could help Bartlesville transform how decisions about street designs are made. A complete streets policy would outline a vision for the road network, clear design requirements, implementation guidance, and performance metrics.



Complete Streets are designed for the efficient mobility of people using multiple modes of transportation.







Endeavor 2045's Future Development Plan and Future Thoroughfare Plan establish an intentional framework that defines the preferred form and function of future development in Bartlesville over the next 20 years. The policies, principles, and development parameters contained in both plans must be applied in a coordinated manner to achieve the City's intended growth and development vision.

The Future Bartlesville Work Program identifies 43 actions that the City and its partners shall take to enable the effective implementation of the Future Development Plan and Future Thoroughfare Plan. The work program is organized according to three goals (or "themes") which recommend a mix of policies, regulations, studies, operational changes, and investments that are necessary to provide Bartlesville with the tools to realize its fiscally-sustainable and community defining future.

## **Future Bartlesville Themes**

**Purposeful Development Patterns** 

We will facilitate growth and development that aligns with the principles and policies of Endeavor 2045 and which demonstrates fiscally sustainable benefits to the community.

### **Reliable Mobility**

Our transportation network will provide safe and reliable access to community destinations for all residents regardless of age, ability, or mode of travel.

### **Places of Pride**

Our varying districts and neighborhoods will include special places designed to enable residents and visitors to engage in shared activity and promote community pride.

## **Theme 1: Purposeful Development Patterns**

We will facilitate growth and development that aligns with the principles and policies of Endeavor 2045 and which demonstrates fiscally sustainable benefits to the community.

During the Endeavor 2045 visioning process, residents and community leaders expressed a desire for quality development and cohesion across the city. Given that Bartlesville's population has historically grown at a modest rate-and is projected to continue this trend-this Plan promotes a conservative growth pattern emphasizing the efficient use of existing urban services within developed areas of the city rather than their extension in response to all forms of prospective development.

ACTION FB.1-1. FUTURE DEVELOPMENT MAP. Use the Endeavor 2045 Future Development Map and other citywide plans to guide development decision-making.

The Future Development Map serves as a proactive planning instrument, allowing stakeholders to anticipate future development trends and patterns and creates adjacency predictability to encourage private investment. It assists in identifying areas suitable for residential, commercial, industrial, or recreational purposes, among others.

By referring to the Future Development Map, landowners, prospective builders, and other entities gain a clear understanding of the intended land uses, development features, and zoning regulations for specific areas. The plan should also be used to identify and inform recommendations for any future small area plans, development master plans, and budget improvements.

ACTION FB.1-2. CODE ASSESSMENT. Conduct a thorough code assessment to lay the groundwork for responsible land development code updates.

Many of Endeavor 2045's suggested land use and infrastructure features are currently not supported by Bartlesville's existing codes. To evaluate where municipal regulations may limit locally preferred development patterns and character, a detailed review is necessary.

This assessment should actively involve both public and private stakeholders who regularly engage with development codes, ensuring transparency and practical relevance. It will guide the structure of any future code revisions and should receive City Council endorsement before any formal update process begins.

### ACTION FB.1-3. REVISED OR NEW DEVELOPMENT CODE(S). Consider preparing revised or new development code(s) to support the locally driven goals of Endeavor 2045's Future Development and Thoroughfare Plans.

Following a comprehensive code assessment (Action FB.1-2) and City Council endorsement, draft updated or new code(s) consistent with the framework identified in that review. These may include updates to zoning, subdivision regulations, or a unified development code, along with practical standards for infrastructure, permitting timelines, fee structures, and other administrative tools that provide clarity and predictability for property owners and developers.

#### ACTION FB.1-4. FORM-BASED ZONING DISTRICTS.

Explore the potential for form-based zoning districts as outlined in the Future Development Plan. Bartlesville's existing zoning does not fully address the visual and functional character of development envisioned in the Plan's traditional character areas and overlays. City officials may wish to consider incorporating form-based zoning tools into the code to provide clear, property-rightsrespecting guidance for development that reflects local values such as appropriate scale, walkability, and neighborhood character.

ACTION FB.1-5. TRAFFIC STUDIES. Establish the standards to require traffic studies for proposed developments that exceed certain thresholds.

Along with other land development code amendments, Bartlesville should establish thresholds for proposed developments that exceed an estimated number of motor vehicle trips per day and/or peak hour to determine the potential impact of the development on the city's existing roadway network.

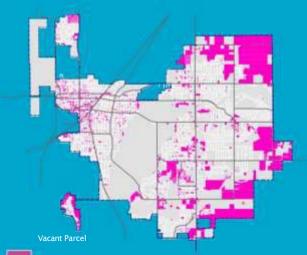
## **Community Growth**

Endeavor 2045 included a build-out analysis to identify areas within Bartlesville that could absorb residential growth. The analysis examined population projections, household size, zoning, and available land within the Bartlesville city limits. The land availability analysis concluded that there would need to be an additional 1,185 housing units by 2045, requiring (at most) 375 acres of land. <u>This population increase</u> and housing need can be accommodated within the existing municipal boundaries.

### **Annexation Parameters**

The Future Development Plan does not promote annexation to address Bartlesville's anticipated residential or non-residential growth within the Endeavor 2045 planning horizon. However, annexation of land may be warranted on a case-by-case basis. In such instances, municipal officials should consider at least the following:

- Results of a cost-benefit analysis (Action FB.1.8).
- Conformity to the future development policies promoted in this Plan and other applicable planning documents adopted by the City.
- Compatibility with existing and proximate land uses.
- Availability of land within the municipal limits that can accommodate the proposed land use without an amendment to the Future Development Map.



The planning team utilized county assessor data to determine which properties were most likely to be vacant or underdeveloped.

# ACTION FB.1-6. INFILL DEVELOPMENT. Support infill development through ongoing policy refinement and locally guided programming.

Encourage infill by offering voluntary incentive tools such as density bonuses or selective fee waivers—while preserving property rights and ensuring infrastructure capacity. While infill may occur citywide, thoughtful attention could be directed toward activity centers and areas near educational institutions like Oklahoma Wesleyan University.

For these areas to thrive, they require intentional investment in quality design, infrastructure, and walkable form. Future investment decisions should remain consistent with the locally adopted Future Development Plan.

ACTION FB.1-7. UNDER-UTILIZED SPACES. Promote the reuse of underutilized properties to absorb anticipated community growth.

Commission redevelopment studies to promote the redevelopment of underutilized surface parking lots and shopping centers to enable infill development and growth. Locations such as the Washington Park Mall and large parking lots in Downtown Bartlesville should be studied for redevelopment potential. As locations are identified for redevelopment, public infrastructure investments should be targeted to these areas to encourage private investment.

ACTION FB.1-8. COST-BENEFIT ANALYSES. Prepare costbenefit analyses to measure the long-term fiscal impact of proposed annexation.

Although Endeavor 2045 does not promote annexation to address anticipated future growth, there may be special cases or unforeseen opportunities that may warrant annexation. Whenever new development is located outside Bartlesville's current city limits, a cost-benefit analysis should be conducted to determine if the long-term cost of supplying municipal services to the area would be offset by the public revenue generated by the development.

City-commissioned fiscal impact analyses should be conducted according to a standard methodology developed and endorsed by the City in conjunction with a qualified third party. The City may waive the requirement for a fiscal impact analysis where an annexation is proposed to incorporate land already serviced by City utilities, to improve public health, or to absorb municipally-owned land.

## **Theme 2: Reliable Mobility**

Our transportation network will be designed to provide safe and reliable connections for residents regardless of age, ability, or mode of travel.

Actions to enable "reliable mobility" for all residents of Bartlesville correlate with Endeavor 2045's Future Thoroughfare Plan and reflect mobility needs identified during the community outreach process. These needs include improving the existing roadway network, reducing residents' reliance on motor vehicle transportation, and improving safety. The actions proposed herein promote these near-and long-term objectives with a mix of actions that advocate the continuation of existing municipal efforts and the activation of new initiatives.

ACTION FB.2-1. ROADWAY MAINTENANCE. Expand upon the municipal pavement preservation program to identify and fund other systemic roadway maintenance needs.

Roadway condition and maintenance was the highest roadway priority identified by residents in the community survey, conducted as part of the Endeavor 2045 planning process. To ensure roadways are in good repair, projects that implement the City's pavement preservation program should be expanded to include systematic enhancements of signage, signalization, lighting, and curbing, and storm drainage.

ACTION FB.2-2. ROADWAY DESIGN MANUAL. Prepare and adopt a design manual for public improvements within road rights-of-way.

To ensure future roadway construction is consistent and considers the context of the surrounding area, the City should adopt standard technical specifications for mobility infrastructure including streets, sidewalks, bikeways, and multi-use trails. The standards should consider the functional classification of roadways, community context, multi-modal transportation options, and environmental impacts. The manual should be augmented by standard cross-sections and details of surface-level and subsurface infrastructure.

ACTION FB.2-3. ROADWAY CONTEXT. Incorporate roadway context into technical standards and specifications.

Per guidance in the Future Thoroughfare Plan, all new and reconstructed roadways in Bartlesville should be designed and constructed to integrate the character of the surrounding context. Design considerations should be incorporated in an updated design manual (Action FB.2-2).

#### ACTION FB.2-4. COMPLETE STREETS POLICY. Through the Street and Traffic Committee, adopt and implement a Complete Streets policy.

Adoption of a complete streets policy can help Bartlesville transform how decisions about street designs are made. A complete streets policy would outline a vision for the road network, clear design requirements, implementation guidance, and performance metrics. A municipal complete streets policy should be adopted in conjunction with the development of an active transportation plan (Action FB.2-8) and a Vision Zero study (Action FB.2-11).

#### ACTION FB.2-5. CHARACTER CORRIDOR AND GATEWAY MASTER PLANS. Through the Street and Traffic Committee, prepare conceptual plans for identified character corridors to incorporate mobility and aesthetic improvements.

West Frank Phillips Boulevard, South Madison Avenue, Virginia Avenue, and Silver Lake Road provide access to prominent destinations in Bartlesville. Likewise, US Highway 75, US Highway 60/Nowata Road, State Highway 123 bridge/Delaware Avenue, and Frank Phillips Boulevard are prominent entrances into Bartlesville. Many opportunities exist to improve the aesthetic appearance of these corridors and gateways to provide an enjoyable first impression and a convenient experience for those who utilize them on a day-today basis. The City should create a series of corridor master plans and corresponding traffic studies for the enhancement of the gateways and key corridors to improve their form and function, and estimate the cost of phased improvements.

#### ACTION FB.2-6. CHARACTER CORRIDOR IMPROVEMENTS. Through the Street and Traffic Committee, implement character corridor conceptual plans.

Upon completion of individual conceptual master plans for one or more character corridors (Action FB.2-5)the City should select an applicable roadway segment to focus design and construction activities in a phased manner.

# ACTION FB.2-7. INTERSECTION ENHANCEMENTS. Compile a prioritized list of intersection improvement projects.

To improve travel times and resident safety, a list of intersection enhancements should be identified and included in the capital improvement programs. Priority should go to intersections that experience higher crash rates, and those that are identified as part of the character corridor conceptual planning process.

#### ACTION FB.2-8. ACTIVE TRANSPORTATION PLAN. Through the Street and Traffic Committee, prepare and implement an active transportation plan.

The success of the Pathfinder Parkway and resident interest in multi-modal options warrants the creation of a unified active transportation plan. An active transportation plan should build off existing and proposed extensions of the Pathfinder Parkway and incorporate on-street bicycle facilities, sidewalks, and other trails.

#### ACTION FB.2-9. SIDEWALK ENHANCEMENT PROGRAM.

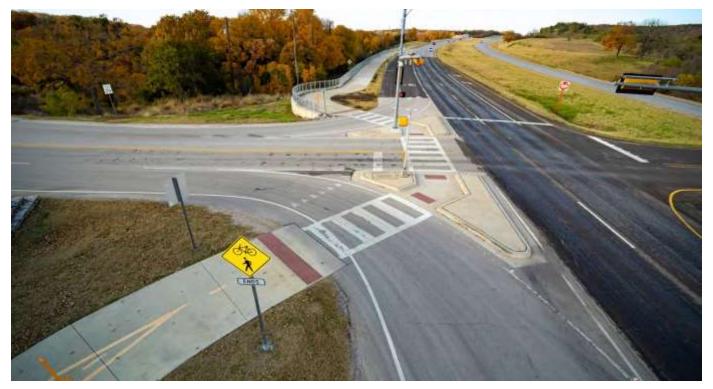
Establish and maintain the municipal sidewalk enhancement program on an ongoing basis.

Sidewalk connectivity was identified as a high priority from residents in the community survey, conducted as part of the Endeavor 2045 planning process, and also from the City sidewalk survey, conducted in summer 2023. While the City considers proactively filling sidewalk gaps, continued investment will be needed to fully connect residents to community destinations. Prioritization should be on sidewalks in "Critical Sidewalk Areas" as defined in the Bartlesville Code of Ordinances, Chapter 17 section 63, and routes that connect neighborhoods to schools, employment, commerce, churches, parks, and civic institutions.

### ACTION FB.2-10. ODOT SIDEWALK AND SIDEPATHS.

Coordinate with ODOT on appropriate active mobility solutions on state highways.

The Oklahoma Department of Transportation (ODOT) owns and operates all highways within Bartlesville. This includes US Highway 75, US Highway 60, and State Highway 123. To create a connected and safe sidewalk network for pedestrian mobility, the City should coordinate with ODOT to expand sidewalk and sidepath connections along all state owned roadways. Sidepath connectivity is particularly important where the Endeavor 2045 Future Thoroughfare Plan proposes on-street extension of the Pathfinder Parkway.



Clear direction is needed for bicyclists, pedestrians, and motorists at major intersections.

ACTION FB.2-11. TRAFFIC SAFETY STUDY. The City should pursue a data-informed approach to reduce serious injuries and improve traffic safety. According to the Oklahoma Highway Safety Office, Bartlesville had zero roadway fatalities, 11 serious injury crashes, and 26 minor injury crashes in 2021.

A safety-focused review of local roadways can help identify priority areas—often called a high-injury network—where targeted design improvements, infrastructure upgrades, and policy adjustments can enhance safety for drivers, pedestrians, and cyclists alike.

## ACTION FB.2-12. INTELLIGENT TRANSPORTATION SYSTEMS (ITS). Through the Streets and Traffic

Committee, develop a local ITS program to monitor transportation patterns and coordinate traffic signals for the efficient movement of traffic.

ITS should be prioritized along principal arterial roadways, such as the US Highway 75 corridor and along Adams Blvd. It should also be incorporated into any future public transportation fixed-route corridors.

### ACTION FB.2-13. LIGHTING FOR MOBILITY. Improve

lighting to promote a multi-modal transportation system.

Where appropriate, the City should utilize smart lighting, LED lighting, and solar lighting within the mobility network to improve safety and visibility along roadways, sidewalks, and trails. Priority should be given to lighting that reduces excess light pollution.

Lighting should be the appropriate height and placement to provide visibility for the intended users, whether motorist, pedestrian, or bicyclist.

ACTION FB.2-14. CONSOLIDATE DRIVEWAYS. Incorporate enhanced access management standards in municipal land development regulations for new development.

While direct access to arterial roadways from homes, businesses, or services is often needed, driveways should be funneled to lower capacity roadways or through consolidating into a single point of entry, to reduce conflict points and improve traffic flow. This consolidation further improves the aesthetics of a road and its ability to be used by pedestrians. Street design, reconstruction, and widening should balance providing convenient access while maintaining the safety and aesthetics of the road.

# Vision Zero

Vision Zero is a strategy to eliminate all roadway fatalities and serious injuries while increasing safe and comfortable mobility for all. The strategy has gained momentum in the last decade, and in 2022 the Federal Highway Administration (FHWA) implemented the Safe Streets for All (SS4A) program, which is allocating over \$5 billion to fund Vision Zero-Safety Action Plans.

Vision Zero is built on the Safe Systems Approach, an acknowledgment that roadway fatalities can be prevented through a holistic approach to roadway planning design, and enforcement. The approach has five pillars:

Death and Serious Injuries are Unacceptable. The approach prioritizesthe elimination of crashes that result in death and serious injury.

Humans Make Mistakes. People will make mistakes, so the roadwayshould be designed to minimize the mistakes and ensure when they aremade, the outcomes are non-serious.

Responsibility is Shared. All stakeholders, including government, nonprofits, business leaders, and road users, are vital to preventing roadwayinjuries and fatalities.

Safety is Proactive. Conflict points and safety concerns should beidentified and addressed before crashes occur.

Redundancy is Crucial. All parts of the transportation system should bestrengthened, so if one part fails, the others still protect people.



Source: FHWA

## Theme 3: Places of Pride

Places in our community will be designed and activated to encourage community cohesion and collaboration among residents.

Residents of Bartlesville have invested in the revitalization of the Downtown as a place that is walkable, activated, and attractive. The success of Downtown can be attributed to this community support and the traditional design features of the space. By taking lessons from this success and applying it to other areas of the city, development can be created in nodes of walkable and engaging places. The actions within this section are designed to bring the successes of Downtown to other areas of the community, creating these special places that are accessible to everyone.

#### ACTION FB.3-1. PROMOTE MIXED-USE DEVELOPMENT.

Implement the design objectives of Traditional character areas in targeted locations.

New development, particularly around the Downtown, Activity Centers, and Mixed-Use Corridors, should accommodate a clear sidewalk, pedestrian-oriented amenities, and space for businesses to express themselves through storefront elements or furnishings. City code should limit barriers to businesses that want to enhance their storefronts with outdoor merchandising, furniture, projecting blade signs, window displays, or sandwich board signs.

#### ACTION FB.3-2. SUPPORT PLACEMAKING STRATEGIES.

Promote placemaking strategies that can be initiated by property and business owners.

Placemaking is an approach to planning and design that focuses on bringing people together and making spaces more comfortable, accessible, active, and attractive. It focuses on highlighting the unique attributes of an areas to create public spaces that promote people's health, happiness, and well-being.

To encourage placemaking design practices across the community, the City should provide a toolkit for residents, business owners, and developers that cover best practices regarding access, sociability, programming, and design. The Project for Public Spaces Place Diagram can provide a framework for the toolkit. ACTION FB.3-3. REDUCE PARKING MINIMUMS. Amend land development regulations to provide greater flexibility in parking requirements.

A reduction in parking requirements often encourages more compact and mixed-use development. Though reducing parking requirements in Downtown and in activity centers, developers may gain more land for development and will be incentivized to build spaces that support pedestrian activity.



The Place Diagram from the Project for Public Spaces depicts the different elements that contribute to making a quality space.

#### ACTION FB.3-4. PROMOTE MIDDLE DENSITY

**DEVELOPMENT**. Adopt development provisions that provide for greater diversity in housing choice.

Following guidance of the Future Development Plan and the market, the City should encourage added density in areas that favor walkable and mixed-use development. The addition of "missing middle housing," such as duplexes, fourplexes, cottage courts, and accessory dwellings by right, can bring added density to residential areas while matching the form and style of the area. The added housing supply provides housing at varying price-points and living options for every stage of life.

## ACTION FB.3-5. COMMERCIAL REVITALIZATION. Expand commercial revitalization efforts to Activity Centers.

The success of the Bartlesville Redevelopment Trust Authority (BRTA), which works toward redevelopment of the downtown and surrounding neighborhoods, should be a model for redevelopment of other commercial areas in the community. The City should identify and reduce barriers to revitalization of existing commercial areas, such as vacant strip malls and storefronts-particularly those in proposed Activity Centers. Additional incentives may include adoption of flexible development standards. reduction in development fees, and alternative funding mechanisms.

ACTION FB.3-6. DOWNTOWN REVITALIZATION. Update the Downtown Redevelopment District Implementation Plan.

Continue supporting the efforts of the BRTA to revitalize the downtown area. Additionally, a review and update the Downtown Redevelopment District Implementation Plan should be initiated to understand how recent developments and community sentiment may alter the past recommendations of the study.

#### ACTION FB.3-7. REDUCE DEVELOPMENT BARRIERS.

Incorporate a development case review as part of a code assessment process.

As part of the City's proposed code assessment (Action FB.1-2), conduct a development case review to determine which codes are providing the greatest barriers to development that aligns with Endeavor 2045's Future Development Plan. Assess if any barriers or delays are experienced by small scale developers. Common barriers in older neighborhoods include zoning, subdivision, or use regulations that limit development within historic lot patterns or preclude real estate products that are in demand today. Municipalities are experimenting with pre-approved building types that support property owners in determining the most straightforward development types. Others are broadening the types of structures that are allowed by right, for example including duplexes or accessory dwelling units.

# <u>Walkable</u> Development

In contrast to auto-oriented development, walkable development promotes the reorganization of community space to the human scale. The concept encourages "nodal" development styles, providing residents with greater access to local services, such as shops, schools, workplaces, and parks, within a <del>10to 15-minute</del> walk of their home. The concept leans on traditional development styles with interconnected streets, active roadsides, accessible public spaces, and mixed residential densities.

In Bartlesville, walkable development is already a staple in Downtown and the surrounding neighborhoods. Bringing these options to other residents in Bartlesville may be done using the traditional development styles detailed in the Future-Development Plan (pgs. 63–66).

#### ACTION FB.3-8. DEVELOP NEW ACTIVITY CENTERS.

Partner with land owners to implement the conceptual design ideas of the east and west areas of special consideration.

The application of Activity Center character area overlays to targeted locations in Bartlesville will only be possible through partnership between the City of Bartlesville and private property owners. Principal locations where suchpublic/private partnerships could be leveraged include two areas of special consideration in east Bartlesville and west Bartlesville that were the subject of design workshops during the Endeavor 2045 planning process.

Realization of the design ideas for both areas of special consideration generated during the Endeavor 2045 will require direct City engagement of existing land owners, the possible application of new form-based development districts, and commitments of public investment into public infrastructure that supports the City's design objectives within adjacent public properties and spaces.

Demonstrations of how Activity Center development features could be applied to new locations in Bartlesville are presented on pages 95-98. Additional information can be found in Appendix C.

## The Brickyard

The West Bartlesville Area of Special Study (The Brickyard) is located in the vicinity of SW Adams Boulevard and S Virginia Avenue. This area has been a hub of Black community and culture. The area has borne the burden of environmental damage, health risks, neighborhood degradation, and disinvestment.

Recommendations focus on restoring this part of Bartlesville as a community of choice and a place for all to experience. New housing, enhanced infrastructure, and cultural placemaking are pathways toward this neighborhood's goals.

### ACTION FB.3-9. BUILD CAPACITY FOR PROPERTY OWNERS.

Give area property owners the tools and information to develop the land.

Many property owners in the area are generational owners, who inherited properties over time. For some, there are emotional family ties to the properties. Many of these owners may want the opportunity to participate in development and reinvest in the neighborhood. Property owners can become equity partners in new developments, for example. Local organizations can also support capacity-building for property owners, in partnership with regional groups.

### ACTION FB.3-10. DOCUMENT THE HISTORY OF WEST

BARTLESVILLE. Work with neighbors to document the history of the neighborhood through stories and photos.

The community should begin documenting the place character of west Bartlesville, and particularly Bartlesville's Black history. Explore a partnership with the collections manager at the Bartlesville Area History Museum, the Westside Community Center, and other groups.

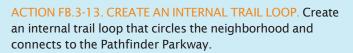
#### ACTION FB.3-11. INTEGRATE PLACE CHARACTER IN PLANNING, DESIGN, AND PROGRAMMING. Identify and incorporate a branded identity for the neighborhood.

Place character can be incorporated into the design of gateways, signs, streets, landscaping, trailheads, and parks. A simple example is neighborhood wayfinding and signage that celebrates place names and symbols, as recommended in the 2011 West Bartlesville Redevelopment Plan.

# ACTION FB.3-12. ENHANCE 6TH STREET. Enhance the public right-of-way along 6th street to encourage development.

The Cottages on 6th Street development has presented a good model for 6th Street as an attractive residential street. Extending a similar

section with sidewalks, lighting, and street trees along 6th Street creates a framework for housing. A closed pedestrian loop of 6th Street, Santa Fe, Adams, and Virginia would be just over 1/2 mile of safe walking trail.



Using the historic rail right-of-way allows for creation of off-street paths, which have shown to be highly desired in Bartlesville. The loop of Virginia Ave, railroad right-of-way, and Adams Blvd. would provide a 3/4 mile internal loop in the study area. The trail can include rest areas with furniture, landscaping, and character experiences.

#### ACTION FB.3-14. ENHANCE IMPORTANT CROSSINGS.

Create safe and accessible crossings at major roadways.

Some crosswalks in the area are in need of enhanced design for safety and comfort. These include 5th St and Virginia Ave (an important crossing between Veterans Park and the athletic fields with no marked crosswalk), Adams Blvd and Virginia Ave, and Adams Blvd between Maple Ave and Santa Fe.

## ACTION FB.3-15. DOWNTOWN CONNECTION. Provide pedestrian and bicycle connections to downtown.

The concept to create a west Bartlesville segment of the Pathfinder Parkway is still very relevant among stakeholders. Some widened sidewalks and pavement markings have been installed to reflect the concept, but the infrastructure does not yet reflect the high standard and branding of Pathfinder Parkway. The City of Bartlesville can enhance existing side paths on Virginia Ave. with wayfinding and branding, and can install a trailhead or signage to reflect west Bartlesville's connection to the system.



### West Bartlesville Area of Special Study



## The Point on Madison

The East Bartlesville Area of Special Study (The Point on Madison) is at a three-way crossroads, where S Madison Boulevard intersects with both E Frank Phillips Boulevard and SE Adams Boulevard. This area of east Bartlesville has developed over time as a neighborhood convenience center. It features a variety of housing types, commercial spaces, and institutions.

Recommendations focus on enhancing the identity of this part of Bartlesville as a neighborhood center. Better communication among stakeholders, aesthetic enhancements, and infrastructure upgrades are pathways toward this neighborhood's goals.

# ACTION FB.3-16. ORGANIZE THE DISTRICT. Provide a forum for property owners and businesses to discuss collective concerns and needs for the area.

The existing businesses, property owners, and other stakeholders should organizing a District Association to create a space where they can discuss shared issues and address common needs. This effort could be supported by the City or the Chamber of Commerce through organizing meetings and creating a district plan. The new organization should take advantage of grant funding and membership fees to invest in public amenities and beautification efforts.

# ACTION FB.3-17. NEIGHBORHOOD BRANDING. Develop and implement a brand for the neighborhood and commercial area.

Unique branding of the district can be used to attract businesses, visitors, and investors to the area. Developing visual and messaging elements, such as a formalized district name, logo, and signage to market the area can generate a sense of place. A distinct brand provides clarity, cohesion, and recognition.

## ACTION FB.3-18. OUTDOOR GATHERING AREAS. Identify and develop an outdoor community space for residents to gather.

New development or redeveloped spaces should utilize placemaking strategies (Action FB. 3-2) to create organic gathering areas for visitors to congregate and socialize. This could take the form of sidewalk dining, outdoor dining gardens, or rooftop patios.

#### ACTION FB.3-20. RIPARIAN BUFFER. Where appropriate,

Incorporate green infrastructure to the riparian area along Madison Blvd.

Use green infrastructure to manage the riparian area along Madison Blvd and along the tributary to Turkey Creek. The use of green infrastructure in the form of vegetation will help clean and retain stormwater before it enters larger waterways. Plants should be selected based on the Cross Timbers and Central Irregular Plains eco-regions that bisect Bartlesville (pg. 39).

ACTION FB.3-21. MADISON MAKEOVER. Redesign Madison Blvd from Frank Phillips Blvd to Tuxedo Blvd to establish an attractive and walkable gateway to the district.

To create an area that encourages residents to walk and creates a sense of place, the portion of Madison Blvd between E Frank Phillips Blvd and Tuxedo Blvd should undergo a roadway redesign. The redesign could include narrowing of the road to encourage lower travel speeds, provide space for an extension of Pathfinder Parkway, and create a visual connection between the study area and Sooner Park. A roadway reconfiguration and beautification effort can tie into the neighborhood branding efforts as recommended in Action FB.3-17.

#### ACTION FB.3-19. MADISON/FRANK PHILLIPS TRAFFIC

STUDY. Conduct a traffic study to evaluate potential solutions for traffic at the intersection of Frank Phillips Blvd and Madison Blvd.

#### Conduct a traffic study at

the intersection of S Madison Blvd and E Frank Phillips Blvd to determine strategies for improved safety and congestion management. Strategies to study include signalized intersection and/ or traffic circles, reducing roadway speeds, and consolidating roadway access points.



#### East Bartlesville Area of Special Study



## The Point on Madison Development Concept

The parcels surrounding the intersection of E Frank Phillips Blvd and S Madison Blvd have high potential for development. This concept uses the ideas generated from Endeavor 2045 and discussions with area stakeholders to depict how development can occur in the area.

> Residential Townhomes Facing Eton Drive

Fron Or

....

Roadway Narrowed to Three Lanes

> Proposed Traffic Circle

Proposed Mixed-use Development

EFRANK Phillips Blue

Back-of-Building Parking

> Existing Convenience Store and Gas Station

Sidepath Connection to Sooner Park

S Madison Blvd

SE Adams Blvd

MELGARINA MAL

CD.

**CD** 

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An initiative of bartlesvilleNE

16



# Prosperous Bartlesville

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## **Prosperous Bartlesville**

" We will foster a prosperous city where businesses thrive, jobs are abundant, and innovation drives growth. By investing in infrastructure, education, and technology, we will strive for sustained prosperity through the diversification of our economic portfolio. "

- Endeavor 2045 Guiding Principle, Prosperous Bartlesville



Endeavor 2045 supports the economic resiliency of Bartlesville by promoting economic diversification, providing access to attainable housing options, and pursuing educational excellence. Bartlesville's path towards the vision and guiding principle are outlined in this chapter through three plan themes: Economic Opportunity, Attainable Housing, and Educational Advancement. The Prosperous Bartlesville Work Program identifies 29 actions that the City and its partners should take to enable residents and businesses to thrive.

### Prosperous Bartlesville Themes



## Theme 1: Economic Opportunity

Our community will provide economic mobility and opportunity for residents through a diverse market portfolio.

Bartlesville's economy has historically been built on the success of the oil, gas, and energy industry, led by Phillips 66, ConocoPhillips, and their corporate predecessors. The 2002 merger of Phillips Petroleum and Conoco Inc. into ConocoPhillips and the relocation of the headquarters to Houston has motivated community leaders to attract new industries to reduce reliance on a single entity or sector as the core of employment and prosperity for the city. The actions within this section affirm and build upon prior efforts, and address opportunities for economic resilience and innovation in Bartlesville.

### ACTION PB.1-1. PROMOTE BUSINESS DIVERSIFICATION.

Recruit and grow targeted industries in Bartlesville.

While maintaining its oil, gas, and energy sector, the City should target other industries best aligned with its resources, specifically healthcare, manufacturing, and retail. The community should continue efforts to develop the economy, growing the tax base, and allow the City to invest in amenities that make Bartlesville an even more attractive place to live.

### ACTION PB.1-2. SUPPORT THE BARTLESVILLE

DEVELOPMENT AUTHORITY. The City and other partners should continue supporting the Bartlesville Development Authority (BDA) in attracting new businesses to Bartlesville.

Efforts by the BDA to diversify the economy and attract new employers to Bartlesville should continue to be supported by the City of Bartlesville and partner agencies. By continuing this partnership, the community can promote the city and its services to regional and national business audiences.

ACTION PB.1-3. INVEST IN DOWNTOWN. Continue investing in the revitalization of downtown as a hub for business and commercial activity.

The Bartlesville Downtown is a key asset for attracting businesses. With features such as Buffalo Roam's investment in the First Christian Church, the historic architecture, and Phillips 66's, ConocoPhillips', and local small business owners' longtime investment in the district, the Downtown has the potential to remain a hub of economic activity. The 2003 Downtown Master Plan should be reevaluated to update the vision, guidelines, regulations, policies, and prioritize area investments.

### ACTION PB.1-4. REMOVE BARRIERS FOR ENTREPRENEURS. Provide opportunities for small business owners to establish in Bartlesville.

The City and the BDA should expand-maintain the Economic Development Fund to aid small business owners when launching needed or innovative services in Bartlesville. These funds should continue to be used for loans, grants, infrastructure improvements, site preparation, and fee waivers.

ACTION PB.1-5. FILM INDUSTRY. Bartlesville should continue positioning itself as a filming location for the entertainment industry.

Film makers, such as those of "Killers of the Flower Moon," "August: Osage County," and "Twisters," have utilized the sites and accommodations in Bartlesville to support filming of major movies. The City and Visitors Bureau should <del>expand</del> maintain incentives and attract film makers to Bartlesville and continue attracting movie producers to the area.

Further, community support of other film services, like the Buffalo Roam film institute and sound stage, will provide the needed services to attract producers to Bartlesville. Supporting these businesses should be a priority. ACTION PB.1-6. PLACE ECONOMICS. Promote quality of life and placemaking as a tool for economic development and community pride.

Utilize the placemaking techniques and development strategies outlined in Future Bartlesville as a method of recruiting new and retaining existing employers and employees. Targeted improvement in Downtown and at identified activity centers should focus on walkability, mix of uses, and beautification efforts. Amenities like the Pathfinder Parkway should be leveraged to connect residents with community destinations.

ACTION PB.1-7. AIRPORT ACCESS. Market the accessibility of the Bartlesville Municipal Airport and surrounding land as a location for trade.

Promote the Bartlesville Municipal Airport for expanded business and commercial use. The surrounding available land should be utilized for industrial or trade uses that make use of the airport.

ACTION PB.1-8. EXPAND TOURISM. Build and expand on tourism assets to market Bartlesville to travelers.

Market the unique architectural, natural, and historic features of Bartlesville and the surrounding area to a regional audience. In addition to traditional outlets, create an influencer campaign with social media and video opportunities to attract younger audiences.

ACTION PB.1-9. RETAIL AND ENTERTAINMENT. Encourage retail and entertainment options that are attractive to a younger audience.

Continue to recruit and support shopping and sources of entertainment that are attractive to a variety of audiences, particularly teenagers and young adults. There is a community perception that there are not adequate entertainment options and activities for this age group, which is credited with younger residents leaving the community. The City should work with the BDA and the Chamber of Commerce to maintain a list of relevant properties available for sale or lease and keep current market information up-to-date. This may include a list of targets and requirements to ensure compatibility with local attributes.



## <u>Case Study:</u> <u>Remote Shoals,</u> NW Alabama

Remote Shoals is a remote worker relocation program that invites individuals to move to The Shoals community in Northwest Alabama. The program offers up to \$10,000 for someone to relocate to The Shoals if they work remotely full-time and make at least \$52,000 per year. The program provides 25 percent of the funds up-front to help with the cost of relocation, another 25 percent after 6 months in the Shoals, and the remaining 50 percent at the end of the first year.

Since its launch in 2019, the program has had over 130 participants and added over 260 people to the community, when accounting for spouses and children. The program has had a 90 percent retention rate and the combined income of the remote workers has brought over \$16.9 million annually to the area.

Source: RemoteShoals.com; WAAY31, "Local impact of program offering remote workers \$10,000 to start new life in the Shoals," June 13, 2024





Create activated and engaging spaces that are attractive to potential employers and their employees.

## Theme 2: Attainable Housing

Our housing supply will be diverse and accessible to all residents in Bartlesville.

Housing has been a topic of concern for many residents in Bartlesville, as conveyed during focus group meetings and in the Endeavor 2045 community survey, with 68 percent of survey respondents stating that housing affordability is "very important." Similarly, 60 percent of respondents stated that it is "very important" to improve the overall condition of housing. There has been little growth in the current housing supply, increasing by 3.8 percent from 2010 to 2019. The actions in this section aim to increase housing supply and enhance residents' ability to access housing in Bartlesville.

ACTION PB.2-1. UTILIZE CITY OWNED LAND. Explore leveraging appropriate City owned land for residential

development.

The City should consider leveraging City-owned land as an incentive for a broad range of underserved housing needs. This approach can improve the development processes to better meet the needs of both developers and the municipality. The City can require specific design features and densities for the development as part of contract negotiations.

## ACTION PB.2-2. RESTORE AGING HOUSING. Improve the condition of aging neighborhoods.

As homes in Bartlesville age and fall into disrepair, the City should encourage and support residents in maintaining and restoring their property. Renovation assistance programs aimed at hazardous or substandard properties may aid homeowners with the financing of significant renovation and restoration projects.

#### ACTION PB.2-3. HOUSING INCENTIVE PROGRAM.

Continue and expand the Resident Recruitment Program to promote housing revitalization.

The existing Resident Recruitment Program offers cash assistance for the purchase of property for employees relocating to Bartlesville. The program currently applies to the purchase of existing homes in the city (\$10,000), new homes in the city (\$20,000), and new homes outside the city but within the school district boundaries (\$10,000).

To enable prospective residents to purchase older homes for restoration, the program should consider a new layer for the purchase of used homes with additional cash assistance for the renovations of the property.

#### ACTION PB.2-4. CONDUCT A POINT IN TIME COUNT.

Conduct an annual point-in-time count to document and track the number of unhoused individuals in Bartlesville.

The Point-in-Time Count is a count of sheltered and unsheltered people experiencing homelessness on a single night in January. The national program is coordinated through the US Department of Housing and Urban Development (HUD) and provides officials information to better understand what actions could be taken to address the specific needs of unsheltered residents in Bartlesville.

ACTION PB.2-5. ASSIST IN THE COORDINATION OF HOMELESS ASSISTANCE. Assist in addressing housing services for unsheltered and homeless residents through homeless assistance programs.

Coordinate with local agencies and organizations<del>, such as Agape Mission, GRAND Mental Health, Lighthouse Outreach Center, and B the Light Mission to help them provide essential services to residents facing homelessness. Ongoing coordination between service providers and strategic planning should be done to ensure all needs are being met.</del>

## ACTION PB.2-6. ACCESSORY DWELLING UNITS. Explore allowing Accessory Dwelling Units (ADUs) by right.

To encourage a mix of densities and options for housing in Bartlesville, property owners in Traditional Neighborhoods and possibly other Character Areas should be allowed to develop ADUs by right on their property. The addition would serve as a method to increase housing supply and make use of under-utilized space. ACTION PB.2-7. DOWNTOWN HOUSING. Promote new and renovated living units in Downtown Bartlesville and the surrounding Traditional Neighborhood.

To add to the lively and vibrant atmosphere in the downtown area, additional housing units should be incorporated in the form of lofts, townhomes, and apartments. Downtown living is an attractive option for many prospective residents and the added population in the area will promote patronage of downtown businesses. Housing in Downtown and the surrounding Traditional Neighborhood should be designed to blend with the existing design and form of the area.

ACTION PB.2-8. MAINTAIN THE HOUSING STUDY. Maintain and implement the 2024 Bartlesville Housing Study.

The 2024 Bartlesville Housing Study (the Housing Study) provides data, analysis, and recommendations regarding the housing supply in Bartlesville. The actions of this plan should continue to be implemented and updated on an ongoing basis. Per recommendations within the study, it should be updated in 2027 and again every five years.

ACTION PB.2-9. COMMUNITY HOUSING PLANNER. The City should consider establishing a Housing Planner to support and implement the Housing Study.

To address the complex issues surrounding housingaffordability, availability, and accessibility, the Cityshould establish a new position of a Community Housing-Planner. The Planner would be responsible for maintainingand updating the Housing Study and implementing the recommendations of the study and others within Endeavor-2045. The position would be housed under the Community-Development Department and report to the Community-Development Director.



ADUs can blend into the form of an existing neighborhood while supplying affordable housing.

### **Bartlesville Housing Study**

In 2024, the City of Bartlesville conducted a housing study to provide a holistic understanding of the city's current housing environment. Based on the findings, the study identified five strategic goals to address the unique housing supply needs in Bartlesville. These goals are represented in the actions below:

ACTION PB.2-10. EXPAND AFFORDABLE HOUSING. Expand access to affordable housing units in Bartlesville.

Support the increase of affordable and workforce housing options across Bartlesville through allowing a mix of densities and incorporating the development parameters outlined in the Future Bartlesville and the Future Development Plan.

ACTION PB.2-11. SENIOR FRIENDLY HOUSING. Increase the supply of senior friendly housing.

The community should support residents' desire to age in place in Bartlesville by incorporating senior friendly housing options in all areas of the city.

ACTION PB.2-12. SPECIAL NEEDS HOUSING. Enhance housing for disabled and special needs populations.

New and renovated housing projects should incorporate universal design principles into the development. The City and partners may assist developers through grant funding and fee waivers.

ACTION PB.2-13. SUPPORT FOR VETERANS. Develop tailored housing solutions for veterans living below the poverty line.

Collaborate with veterans associations, local organizations, and residents to identify primary issues and needs facing veterans in Bartlesville.

ACTION PB.2-14. SUPPORT WORKING FAMILIES. Facilitate the development of housing units for working families with children.

Promote additional housing that can support families with children, particularly around schools and activity centers. This may be done through subsidies, housing assistance programs, and coordinating with local developers.

The complete 2024 Housing Study can be found in Appendix D.

## **Theme 3: Educational Advancement**

Our residents will have access to education and resources that advance their knowledge, skills, and opportunities.

Residents of Bartlesville have higher rates of educational attainment than residents of the surrounding county and state. The Bartlesville Public School District, Rogers State University, Oklahoma Wesleyan University, and Tri County Tech are a few of the educational leaders in the community that provide the training and knowledge for a skilled workforce. This section recommends actions that may continue the advancement and success of the educational system in Bartlesville.

ACTION PB.3-1. WORKFORCE DEVELOPMENT. Support the local school districts, universities, and technical schools in developing a strong community workforce.

Bartlesville Public Schools, Oklahoma Wesleyan University, Rogers State University, Tri County Tech, and other educational institutions in Bartlesville provide crucial training and education needs of Bartlesville's future workforce. Through investing in a strong educational system, employers will have a highly educated workforce to fill a variety of roles.

ACTION PB.3-2. UPDATE COMMUNITY RESOURCES. Make improvements to community educational resources, such as the public library and area museums, to meet the changing needs and demands of residents and visitors.

Community educational resources must adapt to meet the needs of residents as more accessible digital resources become available. Libraries and museums should make their services interactive and regularly survey residents on their needs and preferences. ACTION PB.3-3. EARLY CHILDHOOD EDUCATION. Work with partner organizations to increase the accessibility of early child education and daycare.

Early childhood education, such as preschool and daycare, provide critical learning opportunities and prepare children for elementary school. Public and private organizations that address early childhood education should convene to address barriers that impact children in Bartlesville. The group should work with parents to understand the unique needs of Bartlesville children and families and explorefunding mechanisms to grow services in the community.

Continue to collaborate with the Community Childcare Committee on ideas to facilitate expansion of child care service options in the city. Ensure that the recently adopted ordinance reducing zoning barriers to residentially-based child care facilities is codified in future zoning code amendment.

ACTION PB.3-4. YOUTH ENTREPRENEURSHIP. Develop and support a youth entrepreneurship program in the community.

Partner with Bartlesville Public Schools, Tri County Tech, and local colleges and universities to link young residents with professional mentors. Programs could include ongoing support, professional development, and member socials to generate continued support and interest in the program.



ACTION PB.3-5. LITTLE LIBRARIES. Support the installationof "Little Free Libraries" throughout the community.

Little free libraries are an inexpensive and accessible option for providing books and school supplies to residentsthroughout the city. For example, First Presbyterian Churchhas a little library at its entrance at 5th St and Dewey Ave, and there are others across the community. A coordinatedlittle libraries program can be administered and maintainedby the Bartlesville Public School District, the Bartlesville-Library, or other non-profit or civic organizations. Priority forlittle library locations should be in areas where residentshave fewer resources to access these materials. ACTION PB.3-6. ACCESSIBLE EMPLOYMENT. Support low barrier employment opportunities for residents to transition-to traditional employment.

Typical employment requirements such as identification, access to showers and clean clothes, transportation, work history, and background checks may be barriers for residents who are unsheltered or living in crisis. To provide these residents employment opportunities and job training, the community should explore programs that eliminate or reduce these barriers.

Image descriptions:

Image 1. Little Free Library example in El Reno, Oklahoma; Image 2. Oklahoma Wesleyan University should remain a partner in building the future Bartlesville workforce.

## Case Study: Curbside Chronicle Oklahoma City, OK

Launched in 2013, the Curbside Chronicle is an Oklahoma City street newspaper created to provide a voice and employment opportunities for people experiencing or at risk of homelessness. In addition to providing a source of income, the program works with vendors to break down barriers to traditional employment and develop time management, money management, and social skills. They publish a monthly magazine that features a mix of stories featuring arts and entertainment in Oklahoma City as well as highlighting local social issues.

The Curbside Chronicle is a program of the Homeless Alliance, a non-profit organization in Oklahoma City with a mission to organize the community to end homelessness. In addition to the Curbside Chronicle, they offer low-barrier employment through Curbside Flowers, Curbside Apparel, and Sasquatch Shaved Ice. Each program provides unique training opportunities for the individuals participating.



Source: TheCurbsideChronicle.org



bartlesvilleNE



# Livable Bartlesville

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## Livable Bartlesville

We will uplift through the provision of quality neighborhoods, safe public areas, adequate healthcare, vibrant parks and public spaces, and engaging events and recreational opportunities.



While it requires the individual initiative of Bartlesville's residents to create and sustain those places, symbols, activities, and events that create a shared sense of community, there are also initiatives and investments that the City and other organizations can take to create a environment where residents can thrive. There are four overarching themes from which the guiding principle of facilitating a Livable Bartlesville can grow.

The Livable Bartlesville Work Program identifies 31 actions that the City and its partners should take to sustain a vibrant community where residents enjoy a high quality of life.

## Livable Bartlesville Themes



### **Neighborhood Conservation**

We will boost the long-term vitality of our neighborhoods through responsive initiatives, targeted investments, and community partnerships.



### **Cultural Cornerstones**

Our diverse architectural and cultural assets, and vibrant artistic institutions, will be cornerstones of our shared community identity and resident quality of life.



### **Places to Play**

We will develop a parks and recreation system that is enticing to all ages and abilities.



### **Community Health**

We will support efforts and initiatives to improve the physical, mental, and emotional health of our residents.

## Theme 1: Neighborhood Conservation

We will boost the long-term vitality of our neighborhoods through responsive initiatives, targeted investments, and community partnerships.

Whether one resides on an historic street lined by homes from a previous era, or in a new subdivision with modern conveniences and common amenities, we can be greatly influenced and defined by the neighborhoods in which we choose to call home. Such influences can either be positive or negative by the way in which we address aging infrastructure and property. Endeavor 2045 provides recommendations for how residents can partner with the City and other organizations to pro-actively conserve their neighborhood environment so that changing physical conditions on the streets where they live are not destined to be a battle against blight, but rather an opportunity to create character.

### ACTION LB.1-1. NEIGHBORHOOD ORGANIZATION REGISTRATION. Encourage voluntary partnerships with existing and future HOAs or neighborhood groups.

The City may establish an optional program to recognize neighborhood organizations that wish to engage on community issues. Through voluntary registration and open communication, the City can better coordinate with these groups on local concerns, support neighborhood-led efforts, and connect them to future programs related to conservation, stabilization, or infrastructure improvements.

### ACTION LB.1-2. NEIGHBORHOOD ASSESSMENTS.

Create a strategic planning process for neighborhood improvement projects.

Conduct neighborhood assessment workshops whereby participating neighborhood organization representative and area residents identify a handful of prioritized (and nearterm) improvement projects (e.g. new playground equipment, traffic calming feature, sidewalk repair, street trees, lighting, neighborhood banners, and more). These projects can be geared to address a blighting issue or infrastructure repair, or general beautification and identification.

The success of a neighborhood assessments program is contingent on participating residents seeing near-term success (i.e. physical change). To facilitate program legitimacy and the implementation of small-scale projects, neighborhood assessments should be backed with designated "pothole" funds to ensure that near-term projects are not dependent on, and delayed by, the long-term availability of capital funds.

## ACTION LB.1-3. NEIGHBORHOOD BRANDING. Initiate a neighborhood branding program.

Work with neighborhood organizations and/or ad-hoc groups of residents to create a branding identity for the City's older neighborhoods and other residential areas. The branding elements can be used for online and print materials, banners and signs, clothing, and other items to support residents and property owners as they project their pride in the places they live. A neighborhood branding initiative must be a participatory process and may involve local artist participation. It could be combined with block party events or other community gatherings.

## ACTION LB.1-4. NUISANCE CODE ENFORCEMENT. Offer nuisance code instruction courses.

Resident and property owner frustration with the nuisance code enforcement process can often result from a lack of understanding of code provisions or the steps in the enforcement process. The Neighborhood Services Department may offer recurring nuisance code reports to pre approved neighborhood organizations to provide statusupdates on actions taken in a given area over a period of weeks or months. These updates illustrate a commitment to transparent communication, education, and allows the participants to bring other suspected code violations to the attention of participating municipal representatives.

The City should continue to update and enforce a community-driven code enforcement program that assists residents and property owners to make improvements to their properties. The City may develop and implement programs to assist with the renovation of blighted or substandard properties. There should be coordination with Washington County to abate public nuisance issues at properties that border city limits.

### ACTION LB.1-5. CLEAN-UP PROGRAM COORDINATION.

Modify recurring clean-up programs to increase their accessibility to persons in need.

With support from programs and organizations such as Brush-up Bartlesville and Keep Bartlesville Beautiful, the City can augment future community clean-up programs by offering a pick-up service to elderly and/or disabled residents. Drop-off points (staffed with volunteers) can also be established within specific residential locations. Neighborhood clean-ups can be scheduled to coincide with other volunteer efforts that include painting, mowing, etc.

ACTION LB.1-6. LAND CONSOLIDATION. Consolidate properties with municipal liens for redevelopment.

The financial attractiveness of infill development can be inhibited due to sporadic availability of suitable lots for development. The style of infill development, when it occurs, can also produce buildings which are incompatible with the historic fabric of the neighborhood. The City should spur targeted infill development by acquiring suitable parcels on which there are unpaid liens and by seeking a master developer for the consolidated parcels.

At a minimum, developer bids can be sufficient to pay off municipal expenditures for prior demolition and site cleanup activities but municipal decisions should not be based exclusively on the lowest bids. Successful bidders must, at a minimum, demonstrate their ability to adhere to predetermined construction schedules and building design requirements adopted by the City.





Neighborhood branding establishes a clear identity for an area.

ACTION LB.1-7. NEIGHBORHOOD CONSERVATION COORDINATOR. Consider creaton of a neighborhoodconservation coordinator position.

Effective implementation of the cumulative neighborhood conservation recommendations herein may require theoversight of a neighborhood conservation coordinator (aposition which may be created through the reassignmentof an existing staff member). A neighborhood conservationcoordinator can also serve as the City's primaryadministrative official that works with volunteer groupsand community service organizations to mitigate thepotential duplication of services, organize support of Cityfacilitated events, and promote good relations between City departments and residents.

# ACTION LB.1-8. PARK VOLUNTEERS. Explore a volunteer program to support the police department within municipal parks and open spaces.

While Bartlesville residents have provided positive feedback regarding municipal park properties and the Pathfinder Parkway, there have also been expressions of concern regarding concealed areas, and a perception of some areas being unsafe due to unauthorized encampments of people experiencing homelessness.

The Bartlesville Police Department recently established a special unit of officers dedicated to patrolling Pathfinder Parkway. The Police Department also secured grant funding to add mental health specialists, who would work in tandem with police officers along Pathfinder. Still, officers and personnel must contend with large patrol areas, and there are access constraints to some segments of the City's trail network. Volunteer park programs provide the police department with support at these key locations in the community.

Park Volunteers are not sworn police officers. They do not have the authority to issue citations or make arrests, but can be equipped with basic lifesaving gear, and have direct communication with police to increase response times at public properties.

## Case Study: Volunteer Park Ranger Program Little Rock, AR

Established in 2011, the Little Rock's Volunteer Park Ranger program was created to provide the Parks and Recreation Department added support in park maintenance and patrol. The Park Rangers are a group of passionate residents who believe Little Rock's park system can be safer for all visitors. Rangers represent the City's Parks

and Recreation Department as ambassadors, stewards, and protectors of the park spaces by welcoming park visitors and answering their questions, beautifying green spaces by picking up litter and reporting maintenance issues, and deterring and reporting negative activity. Rangers must be 18 years or older and are asked to volunteer for 16 hours per month. The program offers a Cycling Ranger opportunity for volunteers. Rangers who complete the Bicycle Safety Class can take home an official Volunteer Park Ranger bicycle and a jersey and may conduct their patrol by bike.

Volunteer Park Ranger

Source: City of Little Rock, Parks and Recreation Department

## **Theme 2: Cultural Cornerstones**

Our diverse architectural and cultural assets, and vibrant artistic institutions, will be cornerstones of our shared community identity and resident quality of life.

Visual and performing arts, community events, cultural assets, and the local history are critical ingredients in making Bartlesville a vibrant and enduring community. The identified actions in this section are designed to build upon the existing cultural assets of Bartlesville and promote community pride.

## ACTION LB.2-1. COMMUNITY EVENTS. Develop and support local festivals and events.

Major community events and festivals, such as Sunfest and OKM Music Festival, provide cultural and community building experiences for residents in Bartlesville. Led by a parks and recreation department (Action LB.3-7), the City should work with partners to support and expand these and other events across the community as a method of building community pride, cohesion, and attracting visitors to the city.

ACTION LB.2-2. ART IN PUBLIC PLACES. Support the addition of public art in the form of murals, sculptures, and other forms.

Public art installations can be cost effective ways to activate and beautify areas of town that have seen little investment. To oversee the strategic selection and installation of public art, the City should establish a public art program to be administered by the Community Development Department. The program should work closely with partners like the Bartlesville Art Association, and create a policy and process for the installation, maintenance, and decommission of art on public property.

Locations in the city should be identified based on the lack of existing public art and that would best benefit from added activation. Further, the City may create a list of local artiststhat businesses can use when selecting qualified artist formurals and sculptures.

## ACTION LB.2-3. PERFORMING ARTS. Support and expand performing arts in the city.

The community should invest in and support the performing arts as an economic driver and cultural asset in the city. The arts should expand to city parks through programs like "Shakespeare in the Park" and "Art Walk" programming. Efforts should be made to make the performing arts accessible and approachable for residents of all ages.

## ACTION LB.2-4. COMMUNITY CENTER. Invest in the success of the Bartlesville Community Center (The Center).

Constructed in 1982, The Center has been the home to performing arts organizations like the Bartlesville Symphony Orchestra and the Bartlesville Civic Ballet and series like "Broadway in Bartlesville!". The City should continue investing in The Center as a location for arts organizations to perform, regional conferences, and for other community gatherings. This includes the programming of the outdoor amphitheater at Tower Center at Unity Square.

### **The Price Tower**

The Price Tower is a 19-story mixed-use building located in Downtown Bartlesville. The tower was designed by Frank Lloyd Wright and constructed in 1956. The building was commissioned by Harold Price to be the headquarters for the H.C. Price Company, but has had many owners and purposes since. The Price Tower is Wright's only skyscraper to be fully constructed and is a major tourism and cultural attraction for the community. To ensure the tower remains a community destination and draw for residents and visitors, the community should encourage the ongoing preservation and programming of the building and property.

ACTION LB.2-5. THE PRICE TOWER. Encourage private redevelopment of the Price Tower that advances community interest.

Encourage private, civic-minded entities and individuals to support the preservation and programming of the Price Tower. Community organizations should work together to ensure the space is properly programmed and utilized as a cultural attraction in Bartlesville.

### ACTION LB.2-6. HISTORIC PRESERVATION ORDINANCE.

Establish a historic preservation ordinance for **Downtown** Bartlesville.

Draft and implement an historic preservation ordinance that incorporates best practices, applies to a diverse range of building types and spaces, and balances proper rehabilitation techniques with design standards and guidelines. The standards and guidelines should be applied to contributing redeveloped properties and infill properties within the defined historic district or site.

ACTION LB.2-7. ARCHITECTURAL STANDARDS. Develop a city-wide architectural standards manual.

The City should work with local architects and stakeholders to develop an architectural standards manual to set and maintain a baseline level of effort for the design and construction of buildings within the city, particularly new structures. The manual would be used as a checklist by design professionals to verify that basic design principles, safety considerations, and quality of place improvements, reflecting the environment that Bartlesville residents have come to expect, are implemented. The manual should be used early in the building design process.





Approved by voters in the 2018 GO Bond, the City's wayfinding signage helps build community cohesion and sets a visual standard for the city.

### Theme 3: Places to Play

We will develop a parks and recreation system that is enticing to all ages and abilities.

A vibrant system of public parks and open spaces is an important measure of a community's overall health and the quality of life potential of individual residents. The variety, accessibility, and condition of Bartlesville's park spaces, recreational facilities, and recreational programs influences resident perceptions on their hometown as a place to live, and will determine whether Bartlesville will be a "community of choice" for potential future residents and investors. The cumulative actions of this theme provide the framework to create and sustain a strategic work program for Bartlesville's places to play.

### ACTION LB.3-1. PARKS AND RECREATION MASTER PLAN.

Implement and regularly update a system-wide parks and recreation master plan.

Prepare a parks and recreation master plan that establishes targeted "levels of service" for the amounts and distribution of parkland and recreation facilities that will be provided to municipal residents. The plan should also establish a prioritized list of short-term improvements and long-term capital investments based on a park-by-park conditions assessment and public feedback.

The parks and recreation master plan should also establish a clear policy on whether Bartlesville will leverage its park spaces and recreational facilities to promote recreation tourism (e.g. sports tournaments, races, concerts, etc.) The pursuit of such revenue-generating activities will require further study regarding the operation and maintenance costs of new or renovated facilities at applicable park properties.

ACTION LB.3-2. PARK ACCESS. Provide a public park space within a 10-minute walk of all residential areas.

An enticing and accessible parks system is reliant on geographically equitably distributed parks spaces that are within walking distance of a community's residential areas. Although each space may have different features and amenities, the impact of well-distributed parks extends beyond specific recreational activities that they may serve. These spaces are also defining neighborhood features that are central gathering spaces for sanctioned events and informal gatherings. The prioritization and location of new park spaces should align with "service area gaps" defined within a parks and recreation master plan (Action LB.3-1). ACTION LB.3-3. RECREATIONAL FACILITIES. Provide recreational facilities that are equitably distributed and align with resident preferences.

Identify a targeted future level of service for the provision of common recreational facilities in municipal parks (e.g. playscapes, sport courts, play fields, etc.). As with parkland, new or replacement facilities should be distributed across the municipal parks system. While a system-wide master plan will identify those facilities that are popular across a community, their future placement in an individual park should be subject to further public input to ensure that the City invests in the right facility in the right place.

ACTION LB.3-4. PATHFINDER PARKWAY. Expand the Pathfinder Parkway multi-use trails network.

The Pathfinder Parkway is one of Bartlesville's most popular amenities. Endeavor 2045 proposes no less than a 19-mile expansion of that system, although a city-wide active transportation plan (Action FB.2-8) may reveal other trails network expansion options.

Ongoing maintenance projects for the trails system should be augmented by an alignment study for at least one new trail segment to identify potential design challenges and costs. Capital funding should be designated for trails system expansion in conjunction with the findings of individual trails alignment studies. ACTION LB.3-5. INDOOR RECREATION. Complete a feasibility study for an indoor recreation and community center.

A recurring theme throughout Endeavor 2045's public outreach activities was a perceived lack of places to recreate year-round in Bartlesville, particularly places for youth and young adults. Bartlesville should commission a feasibility study for an indoor recreation and/or community center. The study would identify building programming and facility priorities, suitable siting options, construction costs, and costs and processes for long-term operations and maintenance. Different revenue-generating scenarios could be considered with distinctions between a community-only facility, and one designed to attract visitors to tournaments and events. A completed feasibility study will serve as a guide for which City Council will determine whether toamend the City's capital budget to account for the construction of a new indoor recreation facility. ACTION LB.3-6. PARKLAND DEDICATION. Encourage the integration of parkland within new developments.

To align with future parkland service goals (Action LB.3-3), the Bartlesville Subdivision Regulations should be updated to support parkland dedication as part of new residential development. Requirements will be based on the scale of the development and may include options for on-site neighborhood parks or contributions toward larger community parks. Existing provisions related to park improvement fees (Sec. 5-600) could be adjusted to provide flexibility through a fee-in-lieu option for qualifying developments, ensuring continued investment in community green spaces.

Additionally, subdivision regulations related to Pathfinder Parkway (Sec. 3-400) should be refined to encourage dedication of easements or rights-of-way for new Parkway segments without imposing additional burdens on other parkland provisions. The City may also consider requiring internal neighborhood connections to enhance accessibility to the primary Pathfinder Parkway alignment.



Neighborhood parks provide essential recreational amenities and programs to residents within a close proximity.

#### ACTION LB.3-7. PARKS AND RECREATION DEPARTMENT.

Have the Parks Board consider combining parks planning, facility maintenance, and programming under a unified department.

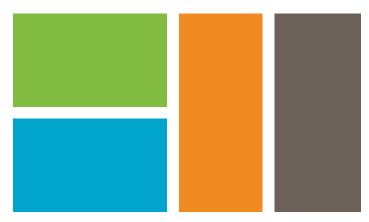
A unified municipal parks and recreation department is an essential component of providing public recreational services to the community. A centralized parks and recreation department can more effectively balance maintenance agreements, develop standardized maintenance modes and schedules, oversee an asset management program, offer City-administered or supported recreational programs, apply cost recovery policies for recreational services, oversee volunteers, manage events, and more. Although key hires would be necessary for a consolidated parks and recreation program, many staff of an initial department could be reassigned from existing City departments.

### ACTION LB.3-8. PROGRAMMING AND EVENTS. Develop

a diverse suite of public recreation programs and recurring events.

Every community has a differing perspective on the degree its public parks and recreation service providers should lead the development and management of recreational programs and events. Whether a community chooses to offer a particular recreational program, or merely intends to facilitate a program offered by a third party, a centralized parks and recreation department (Action LB.3-7) can best manage the various programs offered throughout the community-particularly those offered within its properties or facilities.

Bartlesville should compare an inventory of recreational programs and recurring events offered by all vendors in the city (including age segment, level of benefit, and lifecycle analyses) with public feedback on the types of programs that are most needed in the community. This information should be used to determine how the City may assist in filling unmet recreational programming needs.



## <del>Trust for Public Land | 10-Minute Walk Program</del>

The Trust for Public Land's 10 Minute Walk campaign aims to ensure that every community has access to a high-quality park within a 10-minute walk from home. The initiative addresses park equity by collaborating with cities and partners to create safe, equitableaccess to parks. It has garnered support from nearly 250 mayors across the United States. In Bartlesville, the campaign could help fill gaps in park accessibility and enhance community well-being by providing residents with nearby green spaces for recreation, relaxation, and social interaction.



The Bruce Goff Play Tower is a unique play amenitiy within Sooner Park.

### **Theme 4: Community Health**

We will support efforts to improve the physical, mental, and emotional health of our residents.

Organizations such as Ascension St. John Jane Phillips Medical Center, GRAND Mental Health, and the TSET Healthy Living Program are working to improve health outcomes for residents in Bartlesville. During Endeavor 2045 focus group meetings and community survey efforts, residents expressed frustrations with limited healthcare access, the quality of existing services, and concerns about recruiting and retaining medical staff. While largely the responsibility of other entities, the actions of this theme acknowledge that the City of Bartlesville can serve in many support roles to facilitate community-wide initiatives to enhance the health and wellness of Bartlesville residents.

### ACTION LB.4-1. ATTRACT EXPAND MEDICAL SERVICES. Attract Expand the options for medical services in the community.

Efforts to attract and retain medical providers should be made to ensure residents have access and options for their medical needs. A mix of regional medical providers and local providers allows residents more choice and easy access for important medical services within the community.

ACTION LB.4-2. RECRUIT MEDICAL STAFF. Support the attraction of primary care physicians, specialists, mental health professionals, and urgent care staff.

Utilize existing and expanded incentive programs and cultural amenities to attract medical professionasl to Bartlesville. Focus on beautification efforts around the-Ascension medical campus and surrounding land to ensurethe environment is attractive when recruiting medical staff.

ACTION LB.4-3. MENTAL HEALTH SUPPORT. Explore supporting existing and new mental health facilities to provide response, diagnosis, and services for mental health patients.

Explore supporting existing and new organizations that address the mental health needs of people in Bartlesville. Further, the City should expand efforts to improve access to these organizations through public education and considerassisting with finding funding for needs as identified through discussions with partners.

# ACTION LB.4-4. PHYSICAL MOBILITY. Support funding opportunities for improved pedestrian and bicycle connectivity.

As part of a broader transportation strategy, the City should seek funding opportunities to enhance Pathfinder Parkway and expand safe, practical bicycle and pedestrian connections. Efforts should focus on improving accessibility between residential areas and key destinations such as grocery stores, employment centers, and recreation spaces. Future improvements should prioritize cost-effective solutions that align with community needs and existing infrastructure.

## ACTION LB.4-5. HEALTHY FOOD OPTIONS. Enable residents to access fresh and nutritious foods.

To secure health food options the community should expand farmers market operations, education about the benefits of healthy food, and access to grocery stores with fresh produce. The community should work with state and federal partners to secure funding and program support.

ACTION LB.4-6. URBAN AGRICULTURE. Educate residents on the benefits of urban agriculture and home gardens.

Urban farming and home gardens bring fresh food produced at a local level to residents. The community should support urban agriculture practices through education efforts regarding set-up, best practices in gardening, and what food will grow in Bartlesville. Further, urban farmers can be supported through partnerships with area schools, farmers markets, and other organization to supply their produce to local purchasers.

## ACTION LB.4-7. ENVIRONMENTAL HAZARDS. Reduce the impacts of harmful environmental hazards.

Hazards such as poor air quality, water pollutants, and soil contamination should be mitigated through City policy and community action. The community should pursue federal and state funding to enact programs that mitigate these hazards and ensure they do not negatively impact the residents of Bartlesville or the natural environment.

ACTION LB.4-8. UNDERSERVED POPULATIONS. Improve health outcomes for traditionally underserved populations.

Efforts should be made to engage communities of colorand residents with lower incomes and provide services and support to improve health outcomes. The City should continue to coordinate with Ascension, GRAND Mental Health, and other local and state partners to support these residents.



Connecting residents to parks through trails and sidewalks provides a healthy transportation option to these community assets.

## AARP Livability Index

The AARP Livability Index is a comprehensive tool designed to evaluate the quality of life in communities across the United States. It assesses neighborhoods based on seven key categories: housing, neighborhood, transportation, environment, health, engagement, and opportunity. The index is calculated using data from over 50 unique sources, resulting in a score that reflects how well a community meets the needs of its residents, particularly older adults.

Bartlesville has an overall livability score of 49. When compared to the highest city score of 73 and the lowest of 23 (2023), Bartlesville falls slightly above average. Bartlesville scored highest in housing (57), transportation (56), and engagement (55) categories, with success in housing affordability, traffic safety, and access to cultural institutions. The lowest scores were in opportunity (39) and neighborhood (42). Within the opportunity category, income inequality and jobs per worker were near the national average, but the high school graduation rate (79.8%) is 10 percent lower than the national average. In the neighborhood category, the crime rate has improved since the 2015 index but remains higher than the national average, with about 60 additional crimes per 10,000 people.

These scores suggest that while Bartlesville offers some amenities and services, there are areas that could be enhanced to better serve its population.



# bartlesville endeavor 2045

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# Natural Bartlesville

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## Natural Bartlesville

" We will act as stewards of our open spaces and natural resources. Public services and infrastructure will be provided in a manner that intentionally balances community growth and property rights while protecting the natural , , environment.



## Natural Bartlesville Work Program

Endeavor 2045 provides guidance for balancing stewardship of natural resources with efficient provision of public services and infrastructure. Bartlesville's path towards the vision and guiding principle are outlined in this chapter through three plan themes: Natural Resources, Built Environment, and Public Infrastructure and Services. The Natural Bartlesville Work Program identifies 26 actions that the City and its partners must take to foster a sustainable and resilient community for future generations. These actions are categorized into three primary themes.

## Future Bartlesville Themes



### **Natural Resources**

Our natural resources will be prioritized and preserved so they may be enjoyed by future generations.

2

### **Built Environment**

Our building and development practices will promote growth in an environmentally friendly way.

3

## **Public Infrastructure and Services**

Our public infrastructure and services will be efficient and sustainable for years to come.

## Theme 1: Natural Resources Our natural resources will be prioritized and preserved so they may be enjoyed by future generations.

During the visioning process of Endeavor 2045, residents and community leaders expressed a desire to maintain access to nature. Natural resources are an important component of Bartlesville's identity, contributing to the community's quality of life, economic prosperity, and environmental sustainability. The area's rich natural landscapes, including its rivers, parks, and open spaces, offer recreational opportunities and support the local ecosystem. Additionally, the conservation of natural resources plays a crucial role in attracting visitors and enhancing the city's appeal as a place to live, work, and explore. To this end, the actions in this section are focused on prioritizing the natural resources within Bartlesville so they may be enjoyed for generations to come.

### ACTION NB.1-1. WATER RESOURCES COMMITTEE.

Continue to support the efforts of the Water Resources Committee to study potential resources to enhance and diversify Bartlesville's water supply.

Drought and water shortage have been an episodic challenge in the region's history. Back during the drought of 2001-02, the City Council formed a special Water Resources Committee, to explore how future droughts might be mitigated by identifying sources of additional water supply for Bartlesville. Following that drought, with the committee's recommendation, Council modified the 1978 water shortage code, and the code was again amended in 2012. With the most recent drought of 2022-2023 in the southeast Kansas watershed that feeds the city's water supplies, the Water Resources Committee was reconvened. It meets to evaluate potential ways to diversify Bartlesville's sources of drinking water. Though this project may take many years, the City should continue to support this committee and their efforts.

#### ACTION NB.1-2. WATER CONSERVATION. Continue to support water conservation policies and programs, such as the Water Shortage Ordinance, through regular evaluations and updates.

With the Committee's recommendation, the City Council significantly modified the water shortage code by ordinances in April and October 2023. Emergency water rates were implemented in April 2023, and repealed in mid-July 2023, following vital rains that restored and stabilized water levels. As the City progresses in acquiring water rights, the City should evaluate the success of the water shortage code and update restrictions, stage triggers, and penalties as necessary to ensure the code remains effective in conserving the water supply in times of drought.

#### ACTION NB.1-3. PROTECT FLOODPLAINS AND OPEN SPACES. Proactively pursue the conservation and protection of publicly owned open space including th

protection of publicly owned open space, including the Caney River corridor and sensitive natural environments such as floodplains and wildlife habitats.

The City acknowledges its responsibility under the National Flood Insurance Program (NFIP) to help manage and reduce flood risks by identifying and protecting flood-prone areas. Voluntary, locally guided conservation efforts—particularly along the Caney River—can enhance public safety, preserve Bartlesville's unique natural character, and support responsible environmental stewardship. These efforts may include working cooperatively with willing landowners to establish conservation easements, acquiring strategic land for flood mitigation or recreation, and collaborating with local or regional organizations to protect valued natural areas. Such actions uphold private property rights, promote outdoor recreation, and contribute to the longterm livability and resilience of the community. ACTION NB.1-4 PROTECT THE FLOODPLAIN. Proactively pursue conservation of the Caney River and floodplain as a natural area.

Taking proactive measures to conserve the Caney Riverdemonstrates the City's commitment to ensuring that-Bartlesville remains a desirable and picturesque community. By safeguarding these natural landscapes, the City canmaintain its unique character, attract tourists, and enhanceresidents' quality of life. Moreover, protecting open spacesalong the river helps to mitigate environmental degradation, conserve wildlife habitats, and promote outdoor recreationalopportunities for current and future generations to enjoy. There are multiple ways the City can pursue this effort, these include but are not limited to: working with landowners to establish conservation easements, acquiring land, and collaborating with nonprofit organizations such as the Trustfor Public Land.

ACTION NB.1-5. WEST BARTLESVILLE GREENWAY. Acquire and consolidate properties in west Bartlesville within the floodplain to create a connected greenway.

Taking proactive measures to conserve the Caney River would demonstrate a commitment to safeguarding natural landscapes so the City can maintain its community character, attract tourists, and enhance residents' quality of life. Property north of West Hensley Blvd that falls within the floodplain with little development potential may be acquired and consolidated by the City. By acquiring and consolidating these properties in the floodplain, the City can create a greenway that connects with the existing natural spaces around Johnstone Park. This greenway could serve as a recreational corridor for walking, cycling, and wildlife observation, enhancing public access to the river while protecting sensitive areas from development. ACTION NB.1-6. COMMUNITY CLEAN UP. Partner with Keep Bartlesville Beautiful to conduct an annual community wide clean up program.

Partnering with Keep Bartlesville Beautiful for an annual community-wide cleanup program will enhance the city's appearance, foster civic pride, and promote environmental stewardship. This collaboration can engage residents, local businesses, and volunteers in a shared effort to maintain cleaner neighborhoods, parks, and public spaces. The program can strengthen connections among residents while making Bartlesville a more attractive and welcoming place to live and visit.

ACTION NB.1-7. COMMUNITY GARDENS. Develop partnerships with local community gardens and agricultural extension offices to provide support and education for the community on gardening best practices and techniques.

The City should seek to partner with groups such as Okies for Monarchs, Bartlesville First Church, Bartlesville Agricultural Center, and the Washington County Oklahoma State University Extension Center. These partnerships could provide residents with expert guidance on sustainable gardening techniques, foster a greater appreciation for local food production, and connect community members with one another. Through workshops, demonstrations, and handson learning opportunities, the community can learn about composting, water conservation, pest management, and more to help connect people to nature and grow their sense of community.

## **Case Study: Keep Growing Detroit**

Keep Growing Detroit (KGD) is an initiative aimed at promoting food sovereignty and security within Detroit by empowering residents to grow their own food. Founded in 2013, KGD focuses on community engagement, leadership

opportunities, and agricultural education to help Detroiters have more control over their food system. The organization supports urban gardeners and farmers through various programs, including the Garden Resource Program, which provides seeds, transplants, and educational resources to over 1,500 gardens and farms across the city. The initiative has significantly increased the availability of fresh, locally grown produce, contributing to healthier diets and combating food deserts. By fostering a network of urban gardens, KGD has also created economic opportunities and enhanced environmental sustainability in Detroit. The program's emphasis on education and community involvement ensures that residents not only have access to fresh food but also the knowledge and skills to sustain their gardens long-term.



Source: detroitagriculture.net

## Theme 2: Built Environment Our building and development practices will promote growth in an environmentally friendly way.

By prioritizing both growth and environmental stewardship, Bartlesville can create a vibrant community that meets the needs of residents and foster a thriving economy and a healthy, attractive environment. As the city grows, thoughtful planning is needed to ensure that new developments respect the natural landscape and minimize environmental impact. This theme outlines strategies to make adjustments to City development regulations and incentives to encourage the future growth of Bartlesville to reflect residents' desire to be at the forefront of creating a prosperous and healthy community.

#### ACTION NB.2-1. DEVELOPMENT IN WEST BARTLESVILLE.

Proactively seek funding, including EPA Brownfields grant funds, to test and remediate key parcels within the west Bartlesville area of special consideration to encourage development.

The west Bartlesville area of special consideration is a group of blocks along Adams Boulevard and West 6th Street, between Penn Avenue and the railroad tracks (page 95). The study area is largely composed of scattered homes of varying size and many vacant parcels. The National Zinc Overlay District (NZOD) is an area with a significant history tied to environmental contamination and subsequent cleanup efforts. This district covers parts of the city, including the entirety of the West Bartlesville area of special consideration, that were impacted by National Zinc Company operations. The smelter emitted large amounts of heavy metals which contaminated the surrounding soil and air.

Prior to development within the NZOD, it is required to conduct soil testing to determine the presence and levels of contaminants, lead, arsenic, and cadmium. If contamination is found, remediation measures must be taken, such as soil removal, capping, or other containment strategies to reduce exposure risks. To encourage development of the West Bartlesville area of special consideration, the City of Bartlesville should seek funding, including EPA Brownfields grant funds, to conduct soil testing on any remaining untested sites and remediate sites which contain hazardous levels of contamination. This can proactively improve the readiness of vacant parcels and encourage reinvestment in the area. ACTION NB.2-2. GREEN STREETS. Develop Green Street design practices and incorporate them into other policies and design standards.

Green Streets are a form of low impact development (LID) that mitigate storm-water runoff using plants and other green infrastructure. Green Street design is an integral part of Complete Streets, ensuring that all streets function well for multi-modal transit and stormwater conveyance. This approach uses natural systems to filter, store, evaporate and detain water runoff close to its source, before it enters the watershed. Examples of LID include but are not limited to rain gardens, bioswales, permeable pavement, street trees, native landscaping, etc. Following the adoption of a Complete Streets Policy, the City of Bartlesville should identify priority streets which convey stormwater, cross the floodplain, or have other environmental significance warranting prioritized LID.

#### ACTION NB.2-4. GREEN STREET PILOT PROGRAM.

Identify one or two priority streets to pilot Green Street design practices.

Beginning with a pilot program to develop one or two Green Streets will help the City identify which low impact development strategies are best suited and most effective for conveying stormwater in Bartlesville. Focusing on a small number of streets allows for a controlled assessment of the benefits and challenges of Green Street designs, ensuring that resources are used efficiently and effectively.

#### ACTION NB.2-4. TREE PRESERVATION. Consider adopting a tree preservation ordinance to preserve and protect existing trees from new development.

Trees, particularly native species, add natural beauty and distinct local character, add shade, promote water conservation, provide locations for habitat, and increase property values. A tree preservation ordinance is intended to support the long-term viability of healthy trees and promote natural ecological, environmental, and aesthetic quality in the community. Such ordinances usually provide protections for trees with trunks over a specific diameter or trees from select protected species.

#### ACTION NB.2-5. STREAMLINE BUFFER. Update the

development code to establish buffers along waterways which cannot be developed. This preserved space should be used for stormwater management, greenways, trails, or other such opportunities.

While development within the floodplain is difficult and often inadvisable, there are engineering solutions to elevate land above the base flood elevation for development. Often this involves retaining walls or similar solutions which can negatively impact the natural flow and ecology of a stream, river, or body of water. Establishing buffers along streamlines which cannot be developed in allows the water to retain its natural riparian edge which is better for ecology, water quality, and flood mitigation.

ACTION NB.2-6. LOW IMPACT DESIGN. Review and amend development regulations to encourage or incentivize sustainable or low impact design practices (i.e., lowflow fixtures, rainwater harvesting, native/low water landscaping, etc.).

Water conservation has been a topic of conversation in Bartlesville for the past 24 years but has been more relevant recently. Given Bartlesville's ongoing water challenges and the existing Water Shortage Ordinance, these measures could provide additional, proactive ways to manage water use. Rather than relying solely on reactive staged restrictions during shortages, these design practices would help conserve water year-round. Adopting such regulations could position the city as a leader in environmental stewardship.



## ACTION NB.2-7. ELECTRONIC BILLBOARDS. Coordinate with the County to reduce the prevalence of electronic billboards.

Work with the County to identify ways to reduce the prevalence of electronic billboards outside of Bartlesville. Consider revising regulations to restrict the installation of new billboards, establish brightness limits in line with recommendations from DarkSky International, or implementing a phase-out plan by offering incentives to convert to non-digital formats or relocate.

# ACTION NB.2-8. DARKSKY COMMUNITY. Evaluate the necessary programmatic and regulatory changes needed to become an International DarkSky community.

Bartlesville should consider becoming an International Dark Sky Community. Communities nationwide are recognizing the negative impact of standard lighting practices on natural night skies. Many are now integrating better lighting standards into zoning and development regulations. These practices reduce glare, light trespass, and energy usage while improving visibility and fostering safer environments. Implementing such measures can also enhance public and environmental health and offer better views of the Oklahoma night skies. Key components of an outdoor lighting ordinance include full cut-off fixtures, adherence to Illuminating Engineering Society standards, and specifying prohibited lighting. After adopting a dark sky ordinance, Bartlesville could pursue designation as an International Dark Sky Community, becoming the first certified community in Oklahoma.

## **Tree Equity Score**

Tree canopy plays a crucial role in a community'sability to reduce heat and enhance public health. The Tree Equity Score evaluates how effectively the benefits of urban tree canopy are reachingthose who need them most. This score sets anequity first standard to guide investments in lowincome communities, communities of color, and those disproportionately impacted by extremeheat, pollution, and other environmental hazards. Bartlesville's score is 86, with multiple census blocksachieving a 100. The lowest scores in the city areclustered at both the east and west edges of town. Theme 3: Public Infrastructure and Services Our public infrastructure and services will be efficient and sustainable for years to come.

Throughout the development of Endeavor 2045, utilities and public infrastructure have been on the forefront of residents minds. A community's infrastructure system includes the physical network of facilities that serve households and businesses with basic requirements such as water, wastewater, drainage, and internet. From the drinking water supply to the City's response to natural disasters, these are the critical services which every resident relies upon. As a city grows and changes over time the demand for high quality services also increases. Actions in this section focus on strengthening the City of Bartlesville's ability to provide efficient, fiscally responsive public services and infrastructure which meet the changing needs of the community.

ACTION NB.3-1. STORMWATER MASTER PLAN. Prepare a Stormwater Master Plan to evaluate drainage and stormwater issues throughout areas of Bartlesville to identify necessary improvements and policy updates.

A comprehensive study should be performed to effectively address the challenges posed by stormwater management and enhance the overall urban environment on a citywide basis. The Stormwater Master Plan should aim to improve water quality, reduce flooding risks, and promote sustainable urban development. Identified capital improvement projects should be prioritized by evaluating the existing stormwater infrastructure and addressing drainage and flooding problems. By utilizing natural processes to manage stormwater runoff, the aesthetic appeal of urban areas can be enhanced to create healthier, more resilient communities. Green streets, with their permeable pavements, bioswales, and vegetation, will not only help in managing stormwater but also contribute to the reduction of urban heat islands, improve air quality, and provide recreational spaces for residents. This holistic approach will ensure that stormwater management strategies are both environmentally friendly and beneficial to the community. The City should consider forming a stormwater utility to fund the study and future projects.

### ACTION NB.3-2. WATER MANAGEMENT PLAN. Prepare an Asset Management Plan for water and wastewater infrastructure.

An Asset Management Plan could help the City track and manage all water and wastewater assets and could reduce water loss and optimize maintenance. It should inventory all assets, assess their condition and risk, and use tools like Geographic Information System (GIS) and Supervisory Control and Data Acquisition (SCADA) for data analysis. The plan should identify existing deficiencies, predict future conditions, and prioritize pipeline condition assessment and renewal projects for assets at the most significant risk. By transitioning from reactive to proactive infrastructure management methods, the total cost of owning buried infrastructure can be minimized and improvements to the overall performance and capacity of the systems can be achieved. A proactive maintenance and replacement strategy should be developed based on risk assessments, supported by a long-term financial plan.

## ACTION NB.3-3 WATER SUPPLY. Continue to plan for future drinking water supply needs.

Elected officials at all levels—local, state, and federal along with City staff and citizens, must continue to work together to enhance existing resources and explore innovative ways to expand the local water supply. This effort, which began over twenty years ago, will likely require several more decades to yield significant results. However, Bartlesville should remain committed to its proactive strategy of diversifying water sources and maintaining reliable infrastructure for its residents. ACTION NB.3-4. WATER EDUCATION. Create an easy-tounderstand educational campaign to explain the benefits and importance of potable reuse from the expansion of the wastewater treatment plant.

Building upon educational effort in the City Beat newsletter, launching an educational campaign to promote the benefits and significance of potable reuse is crucial for multiple reasons. First, it will help to build public understanding and acceptance of this innovative water reuse method, addressing any concerns or misconceptions about the safety and effectiveness of the process. Second, by engaging and informing the public through targeted educational initiatives, the City can garner widespread support and cooperation for implementing potable reuse as a sustainable solution for meeting future water demands.

### ACTION NB.3-5. WATER REUSE. Continue to support efforts to update or expand the wastewater treatment plan to allow for water reuse.

The water reuse system involves the constructing infrastructure that will consist of a pump station at the wastewater treatment plant and an underground pipeline transporting the water to the Caney. This will allow the City to pump treated wastewater approximately 7 miles upstream of the Caney River Raw Water Intake and allow it to blend with existing river water, then send it to the water treatment plant for further treatment and, from there, to Bartlesville water customers. This system, which is vital for the area to guard against drought in the future, will give the City access to up to 4 million gallons per day of additional water and should assist with the City's goal of diversifying water sources. ACTION NB.3-6. CURBSIDE RECYCLING. Initiate a study on how to make curbside recycling financially feasible.

A survey conducted in 2019 indicated that slightly more than 50 percent of respondents would be willing to pay more for curbside recycling. Currently, the City of Bartlesville hosts a third-party recycling operation which allows residents to drop off recyclable waste three days a week at a facility. To determine if curbside recycling is feasible, the City should assess its current waste management infrastructure and conduct a cost-benefit analysis. To make recycling financially feasible, the City should focus on ways to maximize revenue from high-value recyclables, reduce landfill costs through waste diversion, and optimize collection efficiency. Partnering with private companies, securing grants, and implementing pay-as-you-throw programs can also help to potentially lower costs. A pilot program can help test logistics and refine the plan before full implementation.

# ACTION NB.3-7. COMPOST SURVEY. Survey residents to determine if there is interest in curbside composting for yard waste.

Currently, yard waste is collected and taken to the landfill with other solid waste. During a 2019 Solid Waste Survey, consultants determined that there was not significant enough public interest to outweigh the costs of implementing yard waste composting. The City should conduct another survey to determine if public sentiment has changed.



The City of Midwest City operates a compost facility that takes resident's yard waste to convert to compost. The facility then sells the resulting compost to the public for reuse.

### ACTION NB.3-8. ENERGY EFFICIENT DESIGN. Encourage energy efficiency and innovation in homes, businesses, and City facilities.

The City of Bartlesville should aim to create a more resilient and energy-efficient community across both public and private sectors. There are numerous strategies to enhance energy efficiency in Bartlesville, starting with the City leading by example. The City can invest in andpromote renewable energy sources like solar and windfor municipal operations and broader community use. Upgrading City-owned buildings with energy-efficient technologies and transitioning City-owned vehicles and public transit to electric or low-emission alternatives areall essential steps. Supporting mixed-use and transitoriented developments will reduce car dependency, while improved recycling and composting programs can minimize landfill waste. Expanding bike lanes, walking paths, and pedestrian-friendly infrastructure, along with launchingpublic awareness campaigns on energy conservation and sustainable practices, will further advance these efforts.

Additionally, the City can support residents and businesses by creating green building codes and providing incentives for energy-efficient construction or renovations in private and commercial properties. which can drive sustainable growth. On the private side, residents can contribute by installing solar panels, using ENERGY STAR-certified appliances, utilizing smart thermostats, and incorporating low-impact landscaping designs. Through fostering a culture of energy conservation, educating the community on best practices, and encouraging energy-saving behaviors, Bartlesville can set meaningful goals for reducing energy use and achieving long-term sustainability.

### ACTION NB.3.9. RESTORE INFRASTRUCTURE. Proactively enhance public infrastructure to improve site readiness on priority blocks.

Available vacant parcels are scattered throughout Bartlesville and held by various owners. In the status quo, infrastructure would only be responsive to development activity, creating a difficult hurdle for individual owners. The City of Bartlesville can proactively enhance public infrastructure to improve site readiness on blocks like SW 6th Street. Infrastructure investment sends a positive signal to property owners, creates an incentive for development timing, and removes a barrier that is difficult to solve in a piecemeal fashion. Evaluate streets, sidewalks, lighting, water, and wastewater for this effort.

#### ACTION NB.3-10. POLICE AND FIRE DEPARTMENTS.

Regularly evaluate police and fire staffing, facility, and training needs.

In order to maintain its ability to efficiently and effectively protect the community, the City should regularly conduct a formal evaluation of police services, fire services, and 911 communications. This would include evaluating population and geographic growth of the city, GIS spatial analysis, service calls, staffing levels, facility constraints, and training needs. It is important to continually identify opportunities to meet minimum recommended standards and to identify appropriate funds for future staffing, stations, and operations. This comprehensive analysis should be done periodically and can be included as part of the annual department reports as applicable, and summarized during the budget request and evaluation process.

ACTION NB.3-11. BURIED UTILITIES. Adopt a policy requiring electric, telephone, and cable lines to be installed underground in new developments unless determined otherwise by City staff.

Adopting a policy that requires electric, telephone, and cable lines to be installed underground in new developments will enhance the aesthetic appeal of neighborhoods by eliminating unsightly overhead wires. It also improves public safety and reliability, as underground utilities are less vulnerable to weather-related disruptions, such as storms or high winds. Allowing City staff to determine exceptions ensures that flexibility is maintained for cases where underground installation may not be feasible or will be cost prohibitive.

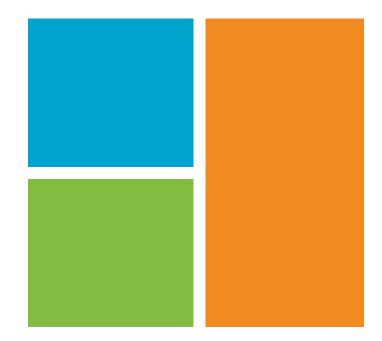










Image descriptions: Image 1. Bartlesville Public Safety Complex constructed in 2017. Image 2. Hulah Lake experiencing Iow water levels in 2023. Image 3. Bartlesville Police Department consist of two locations Image 4. Curbside trash pickup could be expanded to include recyclables.

# bartlesville endeavor 2045

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# Work Program

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# **Our Work Program**

### Introduction

The success of Endeavor 2045 will be measured by the extent to which those involved in the Plan's development also engage in its implementation. As Bartlesville's principal visioning document, Endeavor 2045 will be continually referenced to guide the City's policy, planning, regulatory, and budgetary decisions. It also serves as the coordinating document between the City and its partners, ensuring that resources are allocated in a way that reflects shared goals and objectives, supporting initiatives that advance the community's vision of sustainability. The Endeavor 2045 Work Program includes three components:

### ADMINISTERING ENDEAVOR 2045

A brief summary of the roles and responsibilities of the entities that will implement the plan, including City Departments, the City Council, the City Planning Commission, and other partners. These administrators will be successful in their roles through coordination, observation, and outreach.

### OUR PLAN FOR ACTION

A prioritized list of the actions identified within the Plan's Future Bartlesville, Prosperous Bartlesville, Livable Bartlesville, and Natural Bartlesville themes assigns primary and supporting responsibilities, identifies implementation time frames, and cross-references corresponding policies and actions.

### MEASURING SUCCESS & REPORTING

The primary methods to be used by the City of Bartlesville to ensure that Endeavor 2045 is successfully implemented include integrating the plan into municipal decision-making processes and administrative activities. This involves plan amendments, annual progress reports, a five-year update, and a 10-year update.



While the City is the primary implementing agency over the plan, other organization will be responsible for various actions.

## Administering Endeavor 2045

### Roles and Responsibilities

The City of Bartlesville is responsible for administering the Endeavor 2045 Comprehensive Plan. As the primary plan administrator, the City will oversee all day-to-day activities, including coordinating plan implementation, monitoring progress, providing education, and making necessary amendments.

### **CITY DEPARTMENTS**

All City departments will participate in the implementation of Endeavor 2045 as detailed in the Action Plan. Principal oversight of Plan implementation and administration will, however, be led by the Community Development Department and the City Manager's Office.

The Community Development Department is responsible for developing and maintaining short and long-range plans for the city's physical development, monitoring trends, and formulating land use and community development policies. It should administer the land use controls, review subdivision plats and zoning applications, and recommend improvement consistent with Endeavor 2045. The department also reviews building and site plans, inspects construction projects for compliance with zoning, development, building, and safety codes, and inspects private property to enforce public nuisance, property maintenance, and enhancement codes.

The City Manager's Office will provide direction to the Community Development Department, but will also assist by ensuring that all other City departments are responsive to ongoing plan administration needs. The City Manager's Office will also ensure that the vision, guiding principles, and actions of Endeavor 2045 are incorporated into the decisionmaking processes of the Mayor and City Council.

### **CITY COUNCIL**

The Mayor and City Council are the champions of Endeavor 2045 and will provide ongoing direction to City administration and Bartlesville's boards, committees, and commissions. They will ensure that the vision, policies, and actions of Endeavor 2045 are incorporated into all decisionmaking processes, including budgeting, development review, strategic planning, and more.

### **CITY PLANNING COMMISSION**

Section 2-156 of the Bartlesville Municipal Code identifies the update and amendment of the City's comprehensive plan as one of the Commission's principal powers. Consistent with this role, the Planning Commission serves as the principal recommending and reporting body to the Mayor and City Council regarding land development cases, plan implementation status, and potential plan amendments. Pursuant to the full power of the City of Bartlesville to promote public health, safety, morals, and general welfare by regulating property use and city development, the Planning Commission shall consider and make recommendations to the City Council on all matters affecting planning, zoning, and subdivision regulations, as well as other matters referred to it by the City Council. All recommendations made by the Planning Commission shall take into consideration the established policies and plans adopted by the City Council concerning such matters. The Planning Commission shall also carry on city planning activities and recommend plans for the regulation of future physical development of the city, including land use and building construction. Additionally, it shall have the powers and duties given to city planning agencies generally by any federal, state, or local law.

### **OTHER PARTNERS**

Endeavor 2045 was prepared with input from representatives of various governmental agencies, civic organizations, service providers, trade groups, social advocates, and other organizations. The continued participation or leadership of many of these organizations will be essential to implement initiatives proposed in Endeavor 2045 that align with their respective areas of expertise. The Endeavor 2045 Work Program identifies multiple partnering entities that will assist in implementing the vision, policies, and actions of this plan.



### Implementation Action Plan

The implementation action plan is organized around the plan's guiding principles, goals, and strategies. Strategies are policies and objectives designed to achieve measurable outcomes. Each action item is identified as a specific type of action; lists whether or not the action is a high priority for the city; is assigned to a department for implementation responsibility; provides potential partners to implement the strategy; and identifies the time frame for which the action should be implemented.

#### THEME

Based on the guiding principles developed throughout the plan of Future Bartlesville, Prosperous Bartlesville, Livable Bartlesville, and Natural Bartlesville, the themes categorize the vision for the city's growth and development. Future Bartlesville focuses on long-term planning and innovation, Prosperous Bartlesville emphasizes economic growth and sustainability, Livable Bartlesville prioritizes quality of life and community well-being, and Natural Bartlesville highlights the importance of preserving and enhancing the natural environment.

#### **ACTION**

Actions are concise versions of the ideas and strategies developed throughout the plan. They are presented in the order they appear in the plan.

#### **ACTION TYPE**

Each strategy in the action plan is categorized by an action type, which impacts how the strategy will be implemented and who is responsible. These action types include:

Investment. A new or adjusted capital or operational expense.

Study. A topic that requires further analysis or investigation to determine the most appropriate action.

Regulation. A City Council approved modification to the Bartlesville Code of Ordinances.

Operations. A new or modified program, partnership, or staffing arrangement.

Policy. A new or modified process or City policy.





### LEAD AGENCY

Although the Community Development Department led the development of the overall comprehensive plan, they are not the only implementing entity. Endeavor 2045 will primarily be implemented and administered by the City, but receive support from community organizations and stakeholders. This section assigns primary implementation responsibilities to different departments within the City.

#### PARTNERSHIPS

More than one department or entity may be involved in supporting the implementation of a particular strategy. This section lists partner agencies and organizations that can support the implementation of the strategy. This may include organizations outside of the City.

#### TIME FRAME

This identifies in which time frame the strategy should be carried out. Factors that help to determine the associated time frame include feasibility of implementation, anticipated cost of the action, and overall priority based on community input and staff recommendations.

Near-term. One to five years

Mid-term. Five to 10 years

Long-term: 10 or more years

Ongoing: Strategies that should be initiated throughout the planning period.



### Future Bartlesville

We will promote development patterns in Bartlesville that maximize our market potential while creating quality spaces that generate shared community pride and ensure the long-term fiscal viability of public assets.

Endoquor	2015	Action	Dlan	Euturo	<b>Bartlesville</b> <sup>1</sup>
Ellueavoi	2045	ACTION	riaii,	ruture	Dartiesville

ID	Action	Action Type <sup>2</sup>	Lead Agency	Partnerships	Time Frame
Future Bart	lesville Theme 1.   Purposeful Development Pa	tterns			
FB. 1-1	FUTURE DEVELOPMENT MAP. Use the Endeavor 2045 Future Development Map and other city-wide plans to guide development decision-making.	Operations	Community Dev.	City Manager's Office, Engineering, Water & Wastewater, Public Works, Fire	Ongoing
FB. 1-2	CODE ASSESSMENT. Complete a comprehensive code assessment to establish the framework for land development code reform.	Study	Community Dev.	City Manager's Office	Near-term
FB. 1-3	REVISED OR NEW DEVELOPMENT CODE(S). Prepare revised or new development code(s) to implement Endeavor 2045's Future Development Plan and Future Thoroughfare Plan	Study	Community Dev.	City Manager's Office, Engineering, Water & Wastewater	Near-term
FB. 1-4	FORM-BASED ZONING DISTRICTS. Consider establishing form-based zoning districts to implement the recommendations of the Future Development Plan.	Policy	Community Dev.	City Manager's Office, Engineering, Water & Wastewater	Near-term
FB. 1-5	TRAFFIC STUDIES. Establish the standards to require traffic studies for proposed developments that exceed certain thresholds.	Regulation	Community Dev.,	City Manager's Office, Engineering	Ongoing
FB. 1-6	INFILL DEVELOPMENT. Promote infill development through ongoing policy application and programming adjustments.	Policy	Community Dev.	City Manager's Office	Ongoing
FB. 1-7	UNDER-UTILIZED SPACES. Promote the reuse of underutilized properties to absorb anticipated community growth.	Policy	Community Dev.	City Manager's Office, BDA, Chamber of Commerce	Ongoing
FB. 1-8	COST-BENEFIT ANALYSES. Prepare cost- benefit analyses to measure the long-term fiscal impact of proposed annexation.	Regulation	Community Dev.	City Manager's Office, Engineering, Public Works, Water & Wastewater	Ongoing

1. Complete table legend located on pages 139 and 140.

2. Action types include: Investment, Study, Regulation, Operations, and Policy. See page 139 for a full description of all categories..

BDA -Bartlesville Development Authority

ID	Action	Action Type <sup>2</sup>	Lead Agency	Partnerships	Time Frame
Future Bart	lesville Theme 2.   Reliable Mobility				
FB. 2-1	ROADWAY MAINTENANCE. Expand upon the municipal pavement preservation program to identify and fund other systemic roadway maintenance needs.	Investment	Engineering	Public Works	Ongoing
FB. 2-2	ROADWAY DESIGN MANUAL. Prepare and adopt a design manual for public improvements within road rights-of-way.	Study	Engineering	Community Dev., Public Works	Near-term
FB. 2-3	ROADWAY CONTEXT. Incorporate roadway context into technical standards and specifications.	Operations	Engineering	Community Dev., Public Works	Near-term
FB. 2-4	COMPLETE STREETS POLICY. Adopt and implement a Complete Streets policy.	Policy	Community Dev.	Engineering, Public Works	Near-term
FB. 2-5	CHARACTER CORRIDOR AND GATEWAY MASTER PLANS. Prepare conceptual plans for identified character corridors to incorporate mobility and aesthetic improvements.	Study	Community Dev.	Engineering, Public Works	Mid-term
FB. 2-6	CHARACTER CORRIDOR IMPROVEMENTS. Implement character corridor conceptual plans.	Investment	Engineering	Community Dev., Public Works	Mid-term
FB. 2-7	INTERSECTION ENHANCEMENTS. Compile a prioritized list of intersection improvement projects.	Operations, Investment	Engineering	Community Dev., Public Works	Ongoing
FB. 2-8	ACTIVE TRANSPORTATION PLAN. Prepare and implement an active transportation plan.	Study	Community Dev.	Engineering	Near-term
FB. 2-9	SIDEWALK ENHANCEMENT PROGRAM. Establish and maintain the municipal sidewalk enhancement program on an ongoing basis	Investment	Engineering	Public Works, Community Dev.	Ongoing
FB. 2-10	ODOT SIDEWALK AND SIDEPATHS. Coordinate with ODOT on appropriate active mobility solutions on state highways.	Investment	Engineering	ODOT	Ongoing

ID	Action	Action Type <sup>2</sup>	Lead Agency	Partnerships	Time Frame
Future Bart	lesville Theme 2.   Reliable Mobility (CONTINU	JED)	-	_	
FB. 2-11	VISION ZERO STUDY. Prepare a Vision Zero Study in conjunction with the development of a Complete Streets policy.	Study	Community Dev	Engineering	Near-term
FB. 2-12	INTELLIGENT TRANSPORTATION SYSTEMS (ITS). Develop a local ITS program to monitor transportation patterns and coordinate traffic signals for the efficient movement of traffic.	Operations	Engineering	Public Works, Community Dev.	Long-term
FB. 2-13	LIGHTING FOR MOBILITY. Improve lighting to promote a multi-modal transportation system.	Investment	Engineering	Public Works, Community Dev.	Near-term
FB. 2-14	CONSOLIDATE DRIVEWAYS. Incorporate enhanced access management standards in municipal land development regulations.	Policy	Engineering	Public Works, Community Dev.	Mid-term
Future Bart	lesville Theme 3.   Places of Pride				
FB. 3-1	PROMOTE MIXED-USE DEVELOPMENT. Implement the design objectives of Traditional character areas in targeted locations.	Regulation	Community Dev.	-	Ongoing
FB. 3-2	SUPPORT PLACEMAKING STRATEGIES. Promote placemaking strategies that can be initiated by property and business owners.	Policy	Community Dev.	City Manager's Office	Ongoing
FB. 3-3	REDUCE PARKING MINIMUMS. Amend land development regulations to provide greater flexibility in parking requirements.	Regulation	Community Dev.	Engineering	Mid-term
FB. 3-4	PROMOTE MIDDLE DENSITY DEVELOPMENT. Adopt development provisions that provide for greater diversity in housing choice.	Policy	Community Dev.	City Manager's Office	Mid-term
FB. 3-5	COMMERCIAL REVITALIZATION. Expand commercial revitalization efforts to Activity Centers.	Operations	City Managers Office	Community Dev.	Ongoing
FB. 3-6	DOWNTOWN REVITALIZATION. Update the Downtown Redevelopment District Implementation Plan.	Study	Community Dev.	BRTA, BDA	Mid-term
FB. 3-7	REDUCE DEVELOPMENT BARRIERS. Incorporate a development case review as part of a code assessment process.	Operations	Community Dev.	City Manager's Office, Engineering, Public Works	Near-term

BDA -Bartlesville Development Authority

BRTA -Bartlesville Redevelopment Trust Authority

ID	Action	Action Type <sup>2</sup>	Lead Agency	Partnerships	Time Frame
Future Bart	lesville Theme 3.   Places of Pride (CONTINUE	D)			
FB. 3-8	DEVELOP NEW ACTIVITY CENTERS. Partner with land owners to implement the conceptual design ideas of the East Bartlesville and West Bartlesville areas of special consideration.	Operations	Community Dev.	Chamber of Commerce, City Manager's Office	Long-term
FB. 3-9	THE BRICKYARD: BUILD CAPACITY FOR PROPERTY OWNERS. Give area property owners the tools and information to develop the land.	Operations	Community Dev.	City Manager's Office	Ongoing
FB.3-10	THE BRICKYARD: DOCUMENT THE HISTORY OF WEST BARTLESVILLE. Work with neighbors to document the history of the neighborhood through stories and photos.	Operations	Westside Community Center	Community Dev., Bartlesville Area History Museum, Oklahoma Historical Society	Near-term
FB. 3-11	THE BRICKYARD: INTEGRATE PLACE CHARACTER IN PLANNING, DESIGN, AND PROGRAMMING. Identify and incorporate a branded identity for the neighborhood.	Regulation	Community Dev.	-	Ongoing
FB. 3-12	THE BRICKYARD: ENHANCE 6TH STREET. Enhance the public right-of-way along 6th street to encourage development.	Investment	Engineering	Public Works, Community Dev.	Near-term
FB. 3-13	THE BRICKYARD: CREATE AN INTERNAL TRAIL LOOP. Create an internal trail loop that circles the neighborhood and connects to the Pathfinder Parkway.	Investment	Engineering	Public Works, Community Dev.	Mid-term
FB. 3-14	THE BRICKYARD: ENHANCE IMPORTANT CROSSINGS. Create safe and accessible crossings at major roadways.	Investment	Engineering	Public Works, Community Dev.	Mid-term
FB. 3-15	THE BRICKYARD: DOWNTOWN CONNECTION. Provide pedestrian and bicycle connections to downtown.	Investment	ODOT	Engineering, Public Works, Community Dev.	Near-term
FB. 3-16	THE POINT: ORGANIZE THE DISTRICT. Provide a forum for property owners and businesses to discuss collective concerns and needs for the area.	Operation	Community Dev.	City Manager's Office	Near Term

ID	Action	Action Type <sup>2</sup>	Lead Agency	Partnerships	Time Frame
Future Bart	lesville Theme 3.   Places of Pride (CONTINUE	D)			
FB. 3-17	THE POINT: NEIGHBORHOOD BRANDING. Develop and implement a brand for the neighborhood and commercial area.	Operation	Community Dev.	Communications	Near-term
FB. 3-18	THE POINT: OUTDOOR GATHERING AREAS. Identify and develop an outdoor community space for residents to gather.	Investment	Community Dev.	Chamber of Commerce	Mid-term
FB. 3-19	THE POINT: MADISON/FRANK PHILLIPS TRAFFIC STUDY. Conduct a traffic study to evaluate potential solutions for traffic at the intersection of Frank Phillips Blvd and Madison Blvd.	Study	Engineering	Community Dev.	Near-term
FB. 3-20	THE POINT: RIPARIAN BUFFER. Incorporate green infrastructure to the riparian area along Madison Blvd.	Investment	Engineering	Public Works	Mid-term
FB.3-21	THE POINT: MADISON MAKEOVER. Redesign Madison Blvd from Frank Phillip Blvd to Tuxedo Blvd to establish an attractive and walkable gateway to the district.	Investment	Engineering	Community Dev.	Long-term

1. Complete table legend located on pages 139 and 140.

2. Action types include: Investment, Study, Regulation, Operations, and Policy. See page 139 for a full description of all categories.



Improvements at Madison Blvd and Frank Phillips Blvd would ease turning motions at the intersections.

### Prosperous Bartlesville

We will foster a prosperous city where businesses thrive, jobs are abundant, and innovation drives growth. By investing in infrastructure, education, and technology, we will strive for sustained prosperity through the diversification of our economic portfolio.

Endeavor 2045 Action Plan, Prosperous Bartlesville<sup>1</sup>

ID	Action	Action Type <sup>2</sup>	Lead Agency	Partnerships	Time Frame
Prosperous	Bartlesville Theme 1.   Economic Opportunity				
PB. 1-1	PROMOTE BUSINESS DIVERSIFICATION. Recruit and grow targeted industries in Bartlesville.	Policy	BDA	City Manager's Office	Ongoing
PB.1-2	SUPPORT THE BARTLESVILLE DEVELOPMENT AUTHORITY. The City and other partners should continue supporting the Bartlesville Development Authority in attracting new businesses to Bartlesville.	Operations	City Manager's Office	BDA, Community Dev.	Ongoing
PB. 1-3	INVEST IN DOWNTOWN. Continue investing in the revitalization of Downtown as a hub for business and commercial activity.	Investment	Community Dev.	BRTA, BDA	Ongoing
PB. 1-4	REMOVE BARRIERS FOR ENTREPRENEURS. Provide opportunities for small business owners to establish in Bartlesville.	Regulation	City Manager's Office	BDA, Community Dev.	Ongoing
PB. 1-5	FILM INDUSTRY. Bartlesville should continue positioning itself as a filming location for the entertainment industry.	Policy	Visit Bartlesville	Communications, City Manager's Office, BDA	Ongoing
PB. 1-6	PLACE ECONOMICS. Promote quality of life and placemaking as a tool for economic development and community pride.	Operations	Visit Bartlesville	Communications, City Manager's Office, BDA	Ongoing
PB. 1-7	AIRPORT ACCESS. Market the accessibility of the Bartlesville Municipal Airport and surrounding land as a location for trade.	Operations	Airport	Communications, City Manager's Office, BDA	Ongoing
PB. 1-8	EXPAND TOURISM. Build and expand on tourism assets to market Bartlesville to travelers.	Operations	Visit Bartlesville	Communications, City Manager's Office	Ongoing
PB. 1-9	RETAIL AND ENTERTAINMENT. Encourage retail and entertainment options that are attractive to a younger audience.	Operations	BDA	City Manager's Office, Community Dev., Chamber of Commerce	Ongoing

<sup>1.</sup> Complete table legend located on pages 139 and 140.

<sup>2.</sup> Action types include: Investment, Study, Regulation, Operations, and Policy. See page 139 for a full description of all categories.

BDA -Bartlesville Development Authority

BRTA-Bartlesville Redevelopment Trust Authority

ID	Action	Action Type <sup>2</sup>	Lead Agency	Partnerships	Time Frame
Prosperous	Bartlesville Theme 2.   Attainable Housing				
PB. 2-1	UTILIZE CITY OWNED LAND. Explore leveraging appropriate City owned land for residential development.	Policy	Community Dev.	City Manager's Office	Near-term
PB. 2-2	RESTORE AGING HOUSING. Improve the condition of aging neighborhoods.	Investment	Community Dev.	City Manager's Office	Ongoing
PB. 2-3	HOUSING INCENTIVE PROGRAM. Continue and expand the Resident Recruitment Program to promote housing revitalization.	Operations, Investment	BDA	Community Dev., City Manager's Office	Ongoing
PB. 2-4	CONDUCT A POINT IN TIME COUNT. Conduct an annual point in time count to document and track the number of unhoused individuals in Bartlesville.	Operations	Police	GRAND Mental Health, B The Light, Lighthouse, Agape Mission	Ongoing
PB. 2-5	ASSIST IN THE COORDINATION OF HOMELESS ASSISTANCE. Assist in addressing housing services for unsheltered and homeless residents through homeless assistance programs.	Operations	City Manager's Office	GRAND Mental Health, B The Light, Lighthouse, Agape Mission	Ongoing
PB. 2-6	ACCESSORY DWELLING UNITS. Explore allowing Accessory Dwelling Units (ADUs) by right.	Regulation	Community Dev.	City Manager's Office	Near-term
РВ. 2-7	DOWNTOWN HOUSING. Promote new and renovated living units in Downtown Bartlesville and the surrounding Traditional Neighborhood.	Policy	Community Dev.	BRTA	Ongoing
PB. 2-8	MAINTAIN THE HOUSING STUDY. Maintain and implement the 2024 Bartlesville Housing Study.	Operations	Community Dev.	-	Ongoing
PB. 2-9	COMMUNITY HOUSING PLANNER. The City should hire a Housing Planner to support and implement the Housing Study.	Operations	Community Dev.	City Manager's Office	Mid-term
PB. 2-10	EXPAND AFFORDABLE HOUSING. Expand access to affordable housing units in Bartlesville.	Policy	Community Dev.	City Manager's Office	Near-term
PB. 2-11	SENIOR FRIENDLY HOUSING. Increase the supply of senior friendly housing.	Investment	Community Dev.	City Manager's Office	Ongoing

1. Complete table legend located on pages 139 and 140.

2. Action types include: Investment, Study, Regulation, Operations, and Policy. See page 139 for a full description of all categories.

BDA -Bartlesville Development Authority

BRTA-Bartlesville Redevelopment Trust Authority

ID	Action	Action Type <sup>2</sup>	Lead Agency	Partnerships	Time Frame				
Prosperous	Prosperous Bartlesville Theme 2.   Attainable Housing (CONTINUED)								
PB. 2-12	SPECIAL NEEDS HOUSING. Enhance housing for disabled and special needs populations.	Investment	Community Dev.	City Manager's Office, Dynamic Independence, AbilityWorks	Ongoing				
PB. 2-13	SUPPORT FOR VETERANS. Develop tailored housing solutions for veterans living below the poverty line.	Operations	Community Dev.	City Manager's Office, Veterans Connection Org.	Near-term				
PB. 2-14	SUPPORT WORKING FAMILIES. Facilitate the development of housing units for working families with children.	Operations	Community Dev.	City Manager's Office	Ongoing				
Prosperous	Bartlesville Theme 3.   Educational Advancem	nent							
PB. 3-1	WORKFORCE DEVELOPMENT Support the local school districts, universities, and technical schools in developing a strong community workforce.	Operations	City Manager's Office	Bartlesville Public Schools, Oklahoma Wesleyan University, Rogers State University, Tri County Tech	Ongoing				
PB. 3-2	UPDATE COMMUNITY RESOURCES. Make improvements to community educational resources, such as the public library and area museums, to meet the changing needs and demands of residents and visitors.	Operations	Public Library, Bartlesville Area History Museum	City Manager's Office	Mid-term				
РВ. 3-3	EARLY CHILDHOOD EDUCATION. Work with partner organizations to increase the accessibility of early child education and daycare.	Operations	City Manager's Office	Community Dev., BDA	Ongoing				
PB. 3-4	YOUTH ENTREPRENEURSHIP. Develop and support a youth entrepreneurship program in the community.	Operations	City Manager's Office	Bartlesville Public Schools, Rogers State, Oklahoma Wesleyan University	Mid-term				
PB. 3-5	LITTLE LIBRARIES. Support the installation of "Little Free Libraries" throughout the community.	Operations	Public Library	Community Dev., Bartlesville Public Schools	Short-term				
PB. 3-6	ACCESSIBLE EMPLOYMENT. Support low barrier employment opportunities for residents to transition to traditional employment.	Operations	BDA	City Manager's Office, Community Dev., AbilityWorks	Ongoing				

1. Complete table legend located on pages 139 and 140.

2. Action types include: Investment, Study, Regulation, Operations, and Policy. See page 139 for a full description of all categories.

BDA -Bartlesville Development Authority

### Livable Bartlesville

We will uplift our residents through the provision of quality neighborhoods, safe public areas, adequate healthcare, vibrant parks and public spaces, and engaging events and recreational opportunities.

Endeavor 2045 Action Plan, Livable Bartlesville<sup>1</sup>

ID	Action	Action Type <sup>2</sup>	Lead Agency	Partnerships	Time Frame		
Livable Bar	Livable Bartlesville Theme 1.   Neighborhood Conservation						
LB. 1-1	NEIGHBORHOOD ORGANIZATION REGISTRATION. Create a program to register and recognize formal neighborhood organizations.	Policy	Community Dev.	Neighborhood Organizations	Mid-term		
LB. 1-2	NEIGHBORHOOD ASSESSMENTS. Create a strategic planning process for neighborhood improvement projects.	Study	Community Dev.	Neighborhood Organizations	Mid-term		
LB. 1-3	NEIGHBORHOOD BRANDING. Initiate a neighborhood branding program.	Operations	Community Dev.	Neighborhood Organizations, Communications	Mid-term		
LB. 1-4	NUISANCE CODE ENFORCEMENT. Offer nuisance code instruction courses.	Operations	Community Dev.	Police, Communications	Ongoing		
LB. 1-5	CLEAN-UP PROGRAM COORDINATION. Modify recurring clean-up programs to increase their accessibility to persons in need.	Operations	Community Dev.	Public Works, KBB	Near-term		
LB. 1-6	LAND CONSOLIDATION. Consolidate properties with municipal liens for redevelopment.	Policy	Community Dev.	City Manager's Office	Ongoing		
LB. 1-7	NEIGHBORHOOD CONSERVATION COORDINATOR. Consider creation of a neighborhood conservation coordinator position.	Operations	Community Dev.	City Manager's Office	Mid-term		
LB. 1-8	PARK RANGERS. Create a volunteer park ranger program to monitor activity within municipal parks and open spaces.	Operations	Community Dev.	Police, Public Works	Mid-term		
Livable Bartlesville Theme 2.   Cultural Cornerstones							
LB. 2-1	COMMUNITY EVENTS. Develop and support local festivals and events.	Operations	Community Dev.	Tower Center Arts District, Visit Bartlesville	Ongoing		
LB. 2-2	ART IN PUBLIC PLACES. Support the addition of public art in the form of murals, sculptures, and other forms.	Operations	City Manager's Office	Bartlesville Art Association, Community Dev., Visit Bartlesville, KBB	Ongoing		

<sup>1.</sup> Complete table legend located on pages 139 and 140.

2. Action types include: Investment, Study, Regulation, Operations, and Policy. See page 139 for a full description of all categories.

KBB-Keep Bartlesville Beautiful

ID	Action	Action Type <sup>2</sup>	Lead Agency	Partnerships	Time Frame		
Livable Bar	Livable Bartlesville Theme 2.   Cultural Cornerstones (CONTINUED)						
LB. 2-3	PERFORMING ARTS. Support and expand performing arts in the city.	Operations	City Manager's Office	Bartlesville Community Center	Ongoing		
LB. 2-4	COMMUNITY CENTER. Invest in the success of the Bartlesville Community Center.	Investment	City Manager's Office	Bartlesville Community Center	Ongoing		
LB. 2-5	THE PRICE TOWER. Encourage private redevelopment of the Price Tower that advances community interest.	Operations, Investment	City Manager's Office	-	Ongoing		
LB. 2-6	HISTORIC PRESERVATION ORDINANCE. Establish a historic preservation ordinance for Bartlesville.	Regulation	Community Dev.	Bartlesville Area History Museum, City Manager's Office	Mid-term		
LB. 2-7	ARCHITECTURAL STANDARDS. Develop a city-wide architectural standards manual.	Study, Regulation	Community Dev.	City Manager's Office, Local Architects, KBB	Mid-term		
Livable Bar	tlesville Theme 3.   Places to Play						
LB. 3-1	PARKS AND RECREATION MASTER PLAN. Implement and regularly update a system- wide parks and recreation master plan.	Study	Community Dev.	Public Works	Near-term		
LB. 3-2	PARK ACCESS. Provide a public park space within a 10-minute walk of all residential areas.	Investment	Community Dev.	Public Works	Ongoing		
LB. 3-3	RECREATIONAL FACILITIES. Provide recreational facilities that are equitably distributed and align with resident preferences.	Investment	Public Works	Public Works	Ongoing		
LB. 3-4	PATHFINDER PARKWAY. Expand the Pathfinder Parkway multi-use trails network.	Investment	Engineering	Community Dev., Public Works	Ongoing		
LB. 3-5	INDOOR RECREATION. Complete a feasibility study for an indoor recreation and community center.	Investment	City Manager's Office	Engineering, Community Dev.	Mid-term		
LB. 3-6	PARKLAND DEDICATION. Require parkland dedication and improvement as part of new development.	Regulation	Community Dev.	City Manager's Office, Public Works, Engineering	Mid-term		
LB. 3-7	PARKS AND RECREATION DEPARTMENT. Consider combining parks planning, facility maintenance, and programming under a unified department.	Operations	City Manager's Office	Community Dev., Public Works	Near-term		
LB. 3-8	PROGRAMMING AND EVENTS. Develop a diverse suite of public recreation programs and recurring events.	Operations	Community Dev.	Communications, Recreation Leagues	Ongoing		

1. Complete table legend located on pages 139 and 140.

2. Action types include: Investment, Study, Regulation, Operations, and Policy. See page 139 for a full description of all categories. KBB-Keep Bartlesville Beautiful

ID	Action	Action Type <sup>2</sup>	Lead Agency	Partnerships	Time Frame		
Livable Bar	Livable Bartlesville Theme 4.   Community Health						
LB. 4-1	EXPAND MEDICAL SERVICES. Expand the options for medical services in the community.	Policy	BDA	City Managers Office, Ascension Medical Center	Mid-term		
LB. 4-2	RECRUIT MEDICAL STAFF. Support the attraction of primary care physicians, specialists, mental health professionals, and urgent care staff.	Operations	BDA	Ascension Medical Center, City Managers Office	Ongoing		
LB. 4-3	MENTAL HEALTH SUPPORT. Explore supporting existing and new mental health facilities to provide response, diagnosis, and services for mental health patients.	Operations	City Manager's Office	GRAND Mental Health	Ongoing		
LB. 4-4	PHYSICAL MOBILITY. Pursue Safe Routes to School, Transportation Alternatives, and other funding to develop active transportation facilities.	Investment	Community Dev.	Engineering, TSET Healthy Living Program	Ongoing		
LB. 4-5	HEALTHY FOOD OPTIONS. Enable residents to access fresh and nutritious foods.	Policy	Community Dev.	TSET Healthy Living Program	Ongoing		
LB. 4-6	URBAN AGRICULTURE. Educate residents on the benefits or urban agriculture and home gardens.	Operations	Community Dev.	Communications, KBB	Ongoing		
LB. 4-7	ENVIRONMENTAL HAZARDS. Reduce the impacts of harmful environmental hazards.	Policy	Community Dev.	Engineering, Public Works, Water/Waste Water, Washington County	Ongoing		
LB. 4-8	UNDERSERVED POPULATIONS. Improve health outcomes for traditionally underserved populations.	Policy	Community Dev.	Ascension, GRAND Mental Health, Washington County Health Dept., TSET Healthy Living Program	Ongoing		

KBB-Keep Bartlesville Beautiful

BDA -Bartlesville Development Authority

### Natural Bartlesville

We will act as stewards of our open spaces and natural resources. Public services and infrastructure will be provided in a manner that intentionally balances community growth while protecting the natural environment.

Endeavor 2045 Action Plan, Natural Bartlesville<sup>1</sup>

ID	Action	Action Type <sup>2</sup>	Lead Agency	Partnerships	Time Frame	
Natural Bar	Natural Bartlesville Theme 1.   Natural Environment					
NB. 1-1	WATER RESOURCES COMMITTEE. Continue to support the efforts of the Water Resources Committee to study potential resources to enhance and diversify Bartlesville's water supply.	Operations	Water & Wastewater	Engineering, City Manager's Office, Community Dev.	Ongoing	
NB. 1-2	WATER CONSERVATION. Continue to support water conservation policies and programs, such as the Water Shortage Ordinance, through regular evaluations and updates.	Regulation	Water & Wastewater	Engineering, City Manager's Office, Community Dev.	Ongoing	
NB. 1-3	PROTECT OPEN SPACES. Proactively pursue the conservation and protection of open space and sensitive natural environments (such as floodplains or wildlife habitats).	Regulation	Community Dev,	Engineering, City Manager's Office	Ongoing	
NB. 1-4	PROTECT THE FLOODPLAIN. Proactively pursue conservation of the Caney River and floodplain as a natural area.	Regulation	City Manager's Office	Engineering, Community Dev., Public Works	Ongoing	
NB. 1-5	WEST BARTLESVILLE GREENWAY. Acquire and consolidate properties in west Bartlesville within the floodplain to create a connected greenway.	Investment	Community Dev.	Engineering	Long-term	
NB. 1-6	COMMUNITY CLEAN UP. Partner with Keep Bartlesville Beautiful to conduct an annual community wide clean up program.	Operations	KBB	Community Dev., Public Works	Near-term	
NB. 1-7	COMMUNITY GARDENS. Develop partnerships with local community gardens and agricultural extension offices to provide support and education for the community on gardening best practices and techniques.	Operations	Community Dev.	Neighborhood Organizations, KBB	Near-term	

1. Complete table legend located on pages 139 and 140.

2. Action types include: Investment, Study, Regulation, Operations, and Policy. See page 139 for a full description of all categories.

KBB-Keep Bartlesville Beautiful

ID	Action	Action Type <sup>2</sup>	Lead Agency	Partnerships	Time Frame
Natural Bar	tlesville Theme 2.   Built Environment				
NB. 2-1	DEVELOPMENT IN WEST BARTLESVILLE. Proactively seek funding, including EPA Brownfields grant funds, to test and remediate key parcels within the west Bartlesville area of special consideration to encourage development.	Operations	Community Dev.	Engineering, Public Works	Near-term
NB. 2-2	GREEN STREETS. Develop Green Street design practices and incorporate them into other policies and design standards.	Policy	Engineering	Community Development, Public Works, KBB	Near-term
NB. 2-3	GREEN STREET PILOT PROGRAM. Identify one or two priority streets to pilot Green Street design practices.	Investment	Engineering	Community Dev., City Manager's Office, Communications, Public Works, KBB	Mid-term
NB. 2-4	TREE PRESERVATION. Consider adopting a tree preservation ordinance to preserve and protect existing trees from new development.	Regulation	Community Dev.	Public Works, City Manager's Office, KBB	Near-term
NB. 2-5	STREAMLINE BUFFER. Update the development code to establish streamline buffers which cannot be developed in to allow for the preservation of green space, stormwater management, trails, or other such opportunities.	Regulation	Engineering	Community Dev., KBB	Long-term
NB. 2-6	LOW IMPACT DESIGN. Review and amend development regulations to encourage or incentivize sustainable or low impact design practices.	Regulation	Engineering	Community Dev., KBB	Mid-term
NB. 2-7	ELECTRONIC BILLBOARDS. Coordinate with the County to reduce the prevalence of electronic billboards.	Regulation	Community Dev.	City Manager's Office, Washington County	Near-term
NB. 2-8	DARKSKY COMMUNITY. Evaluate the necessary programmatic and regulatory changes needed to become an International DarkSky community.	Policy	Community Dev.	City Manager's Office, Washington County, Astronomy Club	Mid-term

ID	Action	Action Type <sup>2</sup>	Lead Agency	Partnerships	Time Frame	
Natural Bar	Natural Bartlesville Theme 3.   Public Infrastructure and Services					
NB. 3-1	STORMWATER MASTER PLAN. Prepare a Stormwater Master Plan to evaluate drainage and stormwater issues throughout areas of Bartlesville to identify necessary improvements and policy updates.	Study	Engineering	Public Works	Near-term	
NB. 3-2	WATER MANAGEMENT PLAN. Prepare an Asset Management Plan for water and wastewater infrastructure.	Study	Water & Wastewater	-	Mid-term	
NB. 3-3	WATER SUPPLY. Continue to plan for future drinking water supply needs.	Operations	Water & Wastewater	-	Ongoing	
NB. 3-4	WATER EDUCATION. Create an easy to understand educational campaign to explain the benefits and importance of potable reuse from the expansion of the wastewater treatment plant.	Operations	Water & Wastewater	Communications, City Manager's Office	Near-term	
NB. 3-5	WATER REUSE. Continue to support efforts to update or expand the wastewater treatment plan to allow for water reuse.	Operations	Water & Wastewater	-	Near-term	
NB. 3-6	CURBSIDE RECYCLING. Initiate a study on how to make curbside recycling financially feasible.	Study	City Manager's Office	Public Works	Long-term	
NB. 3-7	COMPOST SURVEY. Survey residents to determine if there is interest in curbside composting for yard waste.	Operations	Community Dev.	Public Works	Mid-term	
NB. 3-8	ENERGY EFFICIENT DESIGN. Encourage energy efficiency and innovation in homes, businesses, and City facilities.	Regulation	Engineering	Community Dev.	Ongoing	
NB. 3-9	RESTORE INFRASTRUCTURE. Proactively enhance public infrastructure to improve site readiness on priority blocks.	Operations	Engineering	Water & Wastewater, Public Works	Ongoing	
NB. 3-10	POLICE AND FIRE DEPARTMENTS. Regularly evaluate police and fire staffing, facility, and training needs.	Operations	Police / Fire	City Manager's Office	Ongoing	
NB. 3-11	BURIED UTILITIES. Adopt a policy requiring electric, telephone, and cable lines to be installed underground in new developments unless determined otherwise by City staff.	Policy	Engineering	Community Dev., Public Works	Near-term	

Complete table legend located on pages 139 and 140.
 Action types include: Investment, Study, Regulation, Operations, and Policy. See page 139 for a full description of all categories.

# Measuring Success

Benchmarking and measuring progress are critical components for ensuring plan success. Benchmarking involves setting clear, measurable goals and comparing actual performance against these standards. This process not only helps in tracking the implementation of the plan but also in identifying areas that need improvement. By regularly measuring progress, the City can maintain transparency, accountability, and community engagement. It allows stakeholders to see tangible results, fostering trust and continued support for the plan. It provides valuable insights that can guide future amendments and decision-making, ensuring that the community's vision is consistently aligned with its development strategies.

### MONITORING PROGRESS

Significant efforts were made throughout the planning process to engage a broad range of residents, business owners, landowners, and other key stakeholders to ensure that the Endeavor 2045 plan aligns with the overall community vision. To maintain community interest and momentum, it is crucial for the City to be transparent about the progress made in the coming years towards implementing the plan. One way to communicate progress is through an annual progress report, which should discuss the status of implementation strategies and highlight accomplishments from the past year. The Community Development Department and the Planning Commission will take the lead on developing the progress report each year to present to the City Council.

### PERFORMANCE METRICS

Measuring the success of Endeavor 2045 will require review and evaluation of key performance indicators. These indicators will measure the "success" of plan implementation and quantify the impact of the plan actions on the community. Many indicators will be qualitative in nature and difficult to quantify. However, progress may still be measured through setting benchmarks and aspirational targets.

The "Endeavor 2045 Performance Metric Examples" table on pages 156 through 157 contain a list of example indicators and measures that may be used when monitoring plan implementation. The measures are organized by plan guiding principle and theme. Other indicators may be used in addition to those listed on the table.







Theme	Indicator	Measure(s)	<b>Responsibility</b> <sup>1</sup>
Future Bartlesville			
Purposeful Development Patterns	Residential Building Permits (Suburban Character Areas)	Increased building permits for new construction	Community Dev.
Purposeful Development Patterns	Residential Building Permits (Traditional Character Areas)	Increased building permits for new construction and renovations	Community Dev.
Purposeful Development Patterns	Form-based Districts	Decrease in use of PUDs in favor of form-based/transect districts.	Community Dev.
Reliable Mobility	Pathfinder Parkway	Increase in miles of the Pathfinder Parkway and other trail corridors	Community Dev.
Reliable Mobility	Vehicle Miles Traveled	Decrease the number of miles traveled by drivers	Community Dev.
Reliable Mobility	Interconnectivity	Increase the number of connections between roadways with new developments	Engineering
Places of Pride	Social Space	Increased amount (area) of outdoor gathering space	Community Dev.
Places of Pride	Building Orientation	Increase in percentage of building frontages that are at the build-to-line	Community Dev.
Prosperous Bartlesville			
Economic Opportunity	Employment	Decrease in the unemployment rate	Community Dev.
Economic Opportunity	Local Workforce	Percent of workforce that lives within the city limits	Community Dev.
Economic Opportunity	Poverty	Decrease in the percentage of residents below the poverty line	Community Dev.
Attainable Housing	Housing Cost Burdened Status	Reduction in percent of residents who spend more than 30 percent of their household income on housing	Community Dev.
Attainable Housing	Homelessness	Decrease in the number of residents experiencing homelessness	Community Dev.
Attainable Housing	Housing Balance	Number of housing units that vary in density and size	Community Dev.
Educational Advancement	Graduation Rate	Increase in the high school and college graduation rates	Community Dev.
Educational Advancement	Early Childhood Education	Increase in number of daycares and preschool options	Community Dev.

1. Entity/Department responsible for tracking and maintaining the data.

Theme	Indicator	Measure(s)	<b>Responsibility</b> <sup>1</sup>
Livable Bartlesville			
Neighborhood Conservation	Number of Registered Neighborhood Associations	Increase the number of registered neighborhood associations	Community Dev.
Neighborhood Conservation	Neighborhood Plans	Increase the number of individual neighborhood plans	Community Dev
Neighborhood Conservation	Land Consolidation	Increase in acres of vacant land developed in neighborhoods	Community Dev.
Cultural Cornerstones	Community Center attendance	Increase in activity and attendance at the Bartlesville Community Center	Bartlesville Community Center
Cultural Cornerstones	Festivals and Events	Increase in attendance at downtown festivals and events	Community Dev.
Places to Play	Acres of Parkland	Maintain levels of service in the Parks Master Plan	Community Dev.
Places to Play	Park Access	Increase the number of residents within a 10-minute walk of a park	Community Dev.
Places to Play	Recreational Programs	Increase participation in programming at city parks	Community Dev.
Community Health	Healthcare providers	Increased number of healthcare providers in the city	Bartlesville Development Authority
Natural Bartlesville			
Natural Resources	Water Access	Increase the amount of publicly accessible drinking water	Water & Wastewater
Natural Resources	Open Space	Amount (acres) of public open space	Community Dev.
Built Environment	Green Streets	Increase in miles of roadway that meet green street requirements	Engineering
Built Environment	Streamline Buffer	Linear miles of streamline that have open green space	Engineering
Public Infrastructure/ Water Usage		Decreased rates of water usage per capita (residential, commercial, and industrial)	Water & Wastewater, Community Dev.
Public Infrastructure/ Services	Recycling Participation	Increase the percentage of residents who recycle	Community Dev.
Public Infrastructure/ ServicesPolice/Fire Response Times		Reduced amount of time it takes to respond to an emergency	Police and Fire

### Endeavor 2045 Performance Metric Examples (continued)

1. Entity/Department responsible for tracking and maintaining the data.

# **Reporting and Amending**

The Planning and Zoning Commission's report will be presented to the Mayor and City Council prior to the initiation of the annual budget development process so that report findings or recommendations may be considered as part of the City capital and operating budgeting process.

### AMENDING THE PLAN

Amendments to Endeavor 2045 may be proposed by the Mayor and City Council at any time. Often, however, potential Plan amendments are minor in nature – not affecting the intent of the Plan – and can be identified and recommended by City staff. To provide predictability, most Plan amendments should occur in conjunction with one of two processes:

General Plan Amendments. Most amendments to Endeavor 2045 should be scheduled and initiated as a group on an annual basis following submittal of an annual Planning Commission's report to the Mayor and City Council. General plan amendments may address any component of the Plan, including the Future Development Program and Future Thoroughfare Program.

Future Development Map Amendments. The City may also develop a procedure to consider concurrent amendments to the Future Development Map in conjunction with a development application and staff report. Such a process can include additional application requirements such as developer/neighborhood meetings and costbenefit analyses, and can create a greater level of public transparency where a possible change to the Future Development Map would be necessary to accommodate an applicant's proposal.

### ANNUAL PROGRESS REPORT

The implementation action plan outlined earlier includes a mix of ongoing, short, medium, and long-term actions. As these initiatives are completed, it is essential to revise the action plan to guide budgeting and work program efforts for the upcoming years. Therefore, the action plan should be reviewed and updated annually, along with any changes to the Future Development Map. Throughout the year, staff and the Planning Commission should identify potential amendments to the plan. These amendments should then be collectively presented for approval by the Planning Commission and City Council on an annual basis. This process ensures that the plan remains relevant and practical for all stakeholders.

### FIVE-YEAR UPDATE

Every five years, a comprehensive update should be conducted to review the existing plan, incorporate new growth trends, and assess whether the action plan strategies remain relevant and necessary to achieve the community vision. While this update does not constitute a completely new comprehensive plan, it should include the following elements:

- A summary of plan amendments and accomplishments since the initial adoption.
- A discussion of changes in demographics, physical boundaries, or other factors affecting community development.
- Updates to the Future Development Map.
- A re-evaluation of the implementation action plan based on current circumstances.

### **10-YEAR UPDATE**

Every 10 years, a completely new comprehensive plan should be developed, covering approximately a 20-year planning horizon. This full plan update should include a community visioning process, public engagement, analysis of issues and trends, growth forecasts, future land use maps, and an implementation action plan. During the development of the new plan, existing implementation actions should be assessed to determine if they are still necessary to include in the updated plan.

#### CAPITAL IMPROVEMENT PROGRAM

A capital improvement program is a multi-year program that identifies upcoming infrastructure projects for prioritization and funding. Projects include streets and sidewalks; water, wastewater and drainage facilities; parks, open space, trails, and recreation facility construction and upgrades; and the purchase of major equipment. Identifying and budgeting for major capital improvements is an important component of plan implementation. Decisions regarding the prioritization of proposed capital improvements should take into account the policy and management directives of this plan to ensure alignment between the two.

PREPARED IN ASSOCIATION WITH:



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bartlesville endeavor 2045

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#### **RESOLUTION NO.**

### A RESOLUTION OF THE BARTLESVILLE CITY COUNCIL ADOPTING AMENDMENT TO ENDEAVOR 2045 COMPREHENSIVE PLAN FOR THE CITY OF BARTLESVILLE

WHEREAS, Oklahoma cities and towns are granted certain general powers of planning and zoning under state law, including but not limited to Title 11, Articles 41, 42, 43, 44 and 45; and

WHEREAS, cities are specifically authorized under 11 O.S. §43-103 to prepare and adopt a Comprehensive Plan to be used as a guide for municipal regulations on building, structures and land within the city, and further a variety of public purposes including the objectives of a) lessening congestion on the streets, b) securing general safety, c) promoting health and general welfare, d) providing adequate light and air, 3) preventing the overcrowding of land, f) promoting historical preservation, g) avoiding undue concentration of population, and h) facilitating the adequate provision of transportation, utilities, and public facilities of all types; and

WHEREAS, a Comprehensive Plan provides a significant guide to the City Council, Planning Commission and Board of Adjustment in the exercise of their statutory and ordinance duties as provided by law; and

WHEREAS, a series of public meetings have been conducted in which recognized experts and consultants in the field, city staff, elected and appointed public officials, and representatives of the general public have actively participated in the investigation, evaluation and creations of the Endeavor 2045 Comprehensive Plan for the City of Bartlesville; and

**WHEREAS,** the proposed Endeavor 2045 Comprehensive Plan has been available to the public in written, graphic and electronic form at a number of public meetings for comments and evaluation and to promote public understanding of the terms of the Plan; and

**WHEREAS,** City Council upon adoption of the Comprehensive Plan on November 4, 2024, provided for a comment period for further public input; and

WHEREAS, in January 2025, at City Council direction, staff formed a committee of citizens to meet over the course of January-April 2025, to review the Plan and consider changes and amendments, which resulted in the attached document.

**BE IT FURTHER RESOLVED** by the City Council of the City of Bartlesville that the proposed Amendment of the ENDEAVOR 2045 Comprehensive Plan for the City of Bartlesville is hereby adopted, to be effective on and after May 5, 2025. City staff is further instructed that the Amended Endeavor 2045 Comprehensive Plan shall be maintained in its amended form and as it may be supplemented or amended from time to time hereafter with at least one (1) complete copies maintained by city staff at all times. This plan shall be maintained in both its written, graphic and electronic format.

### ADOPTED BY THE BARTLESVILLE CITY COUNCIL this 5<sup>th</sup> day of May, 2025.

ATTEST:

MAYOR

(SEAL) CITY CLERK

**APPROVED AS TO FORM:** 

CITY ATTORNEY