

Edgar Filing: BOK FINANCIAL CORP ET AL - Form 11-K

BOK FINANCIAL CORP ET AL
Form 11-K
June 26, 2003

As filed with the Securities and Exchange Commission on June 25, 2002

UNITED STATES
SECURITIES AND EXCHANGE COMMISSION
Washington, D.C. 20549

FORM 11-K

ANNUAL REPORT PURSUANT TO SECTION 15(d) OF THE SECURITIES EXCHANGE ACT OF 1934

For the fiscal year ended December 31, 2002

A. Full title of the plan and the address of
the plan:

BOK FINANCIAL THRIFT PLAN FOR HOURLY EMPLOYEES
Bank of Oklahoma Tower
Tulsa, Oklahoma 74172

B. Name of issuer of
the securities held
pursuant to the plan
and the address of
its principal
executive office:

BOK Financial Corporation
Bank of Oklahoma Tower
Tulsa, Oklahoma 74172

FINANCIAL STATEMENTS AND SUPPLEMENTAL SCHEDULE
BOK Financial Thrift Plan for Hourly Employees
As of December 31, 2002 and 2001, and for the Year Ended December 31, 2002

PAGE>

BOK Financial Thrift Plan for Hourly Employees

Edgar Filing: BOK FINANCIAL CORP ET AL - Form 11-K

Financial Statements
and Supplemental Schedule

As of December 31, 2002 and 2001,
and for the Year Ended December 31, 2002

Contents

Report of Independent Auditors.....1

Audited Financial Statements

Statements of Net Assets Available for Benefits.....2

Statement of Changes in Net Assets Available for Benefits.....3

Notes to Financial Statements.....4

Supplemental Schedule

Schedule H; Line 4i--Schedule of Assets (Held at End of Year).....11

1

Report of Independent Auditors

The Plan Administrative Committee
BOK Financial Thrift Plan for Hourly Employees

We have audited the accompanying statements of net assets available for benefits of the BOK Financial Thrift Plan for Hourly Employees as of December 31, 2002 and 2001, and the related statement of changes in net assets available for benefits for the year ended December 31, 2002. These financial statements are the responsibility of the Plan's management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with auditing standards generally accepted in the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the net assets available for benefits of the Plan at December 31, 2002 and 2001, and the changes in its net assets available for benefits for the year ended December 31, 2002, in conformity with accounting principles generally accepted in the United States.

Our audits were performed for the purpose of forming an opinion on the financial statements taken as a whole. The accompanying supplemental schedule of assets (held at end of year) as of December 31, 2002, is presented for purposes of

Edgar Filing: BOK FINANCIAL CORP ET AL - Form 11-K

additional analysis and is not a required part of the financial statements but is supplementary information required by the Department of Labor's Rules and Regulations for Reporting and Disclosure under the Employee Retirement Income Security Act of 1974. This supplemental schedule is the responsibility of the Plan's management. The supplemental schedule has been subjected to the auditing procedures applied in our audits of the financial statements and, in our opinion, is fairly stated in all material respects in relation to the financial statements taken as a whole.

Ernst & Young LLP
May 12, 2003

2

BOK Financial Thrift Plan for Hourly Employees
Statements of Net Assets Available for Benefits

	December 31	
	2002	2001

Assets		
Investments:		
BOK Financial Corporation Common Stock	\$ 69,821	\$ 47,394
American Performance Funds:		
Growth Equity Fund	11,480	12,825
Equity Fund	13,822	15,915
Cash Management Fund	7,991	5,504
Intermediate Bond Fund	16,774	8,878
SEI Funds:		
S&P 500 Index Fund	-	26,141
Stable Asset Fund	14,459	9,614
Equity Income Fund	-	16,063
American Advantage International Equity Fund	4,829	4,257
AIM Balanced Fund	7,840	5,377
Neuberger and Berman Genesis Trust Fund	24,265	14,414
Dodge and Cox Stock Fund	22,166	-
Vanguard Institutional Index	25,277	-
Participant Loans	5,800	1,662

Total investments	224,524	168,044
Cash	3,538	3,040
Accrued interest receivable	161	125

Total assets	228,223	171,209
Liabilities		
Due to broker	3,361	2,443

Net assets available for benefits	\$ 224,862	\$ 168,766
	=====	

See accompanying notes.

3

Edgar Filing: BOK FINANCIAL CORP ET AL - Form 11-K

Statement of Changes in Net Assets Available for Benefits

Year ended December 31, 2002

Net Additions	
Investment income (loss):	
Interest and dividends	\$ 2,662
Net depreciation in fair value of investments	(16,659)

	(13,997)
Contributions:	
Participant	56,029
Employer	20,227
Rollover	18,681

	94,937

Total net additions	80,940
Deductions	
Benefits paid to participants	23,245
Transfers out of the plan	1,599

	24,844

Net increase	56,096
Net assets available for benefits, at beginning of year	168,766

Net assets available for benefits, at end of year	\$ 224,862
	=====

See accompanying notes.

4

BOK Financial Thrift Plan for Hourly Employees

Notes to Financial Statements

December 31, 2002

1. Description of Plan

The following description of the BOK Financial Thrift Plan for Hourly Employees (the Plan) provides only general information. Participants should refer to the Summary Plan Description or the Plan document for a more complete description of the Plan's provisions.

General

The Plan is a defined contribution plan covering all employees of BOK Financial Corporation (BOKF) and its subsidiaries and affiliates (collectively, the Employer or Company) who have attained age 21 and one year of service (equivalent to 1,000 hours) and who are compensated on an hourly basis, except those covered under a collective bargaining agreement and those treated as independent contractors. The Plan is subject to the provisions of the Employee Retirement Income Security Act of 1974 (ERISA).

Edgar Filing: BOK FINANCIAL CORP ET AL - Form 11-K

Contributions

Participants may elect to contribute up to 25 percent of their compensation (as defined by the Plan) on a pre-tax basis pursuant to a salary reduction agreement filed with the Plan administrator. In addition, participants may make after-tax contributions which shall not exceed 5 percent of each participant's compensation. Participants may elect investment in any of ten mutual funds, self-directed common stocks or registered investment companies, and BOKF Common Stock.

The Employer contributes a matching contribution to the Plan. The matching contribution may be made in cash or in shares of BOKF Common Stock. In 2002, the entire matching contribution of \$20,227 was made in cash.

5

BOK Financial Thrift Plan for Hourly Employees

Notes to Financial Statements (continued)

1. Description of Plan (continued)

For 2002, the Employer matching contribution ranges from \$.40 to \$1.00 for each dollar of the participant's contribution, up to five percent of compensation, based on each participant's years of service as follows:

Years of Service	Matching Percentage
Less than four years	40%
At least four, but less than ten years	60%
At least ten, but less than fifteen years	80%
Fifteen or more years	100%

The Employer may in its sole discretion, make an additional discretionary contribution to the Plan. There was no discretionary contribution in 2002.

Participant Accounts

Each participant's account is credited with the participant's contribution and allocations of (a) the Employer's contribution and (b) Plan earnings. Allocations are based on participant earnings or account balances, as defined by the Plan. The benefit to which a participant is entitled is the benefit that can be provided from the participant's vested account.

Vesting

Participants vest in Employer matching contributions based upon years of service, as defined by the Plan. Participants are 100 percent vested upon completion of five years of service and are immediately vested in their deferred (pre-tax) contributions, after-tax contributions, and the actual earnings thereon.

Loans

Participants may borrow against their accounts in amounts not less than \$1,000 and not to exceed the lesser of \$50,000 or 50 percent of the participant's vested account balance. Loans will bear interest based on the current banking prime rate and may not exceed a five-year term, unless it is used to acquire the

Edgar Filing: BOK FINANCIAL CORP ET AL - Form 11-K

primary residence of the participant, in which case the maximum term may be 25 years. The loans are secured by the balance in the participant's account. Interest rates range from 4.75 percent to 9.50 percent. Repayment is made by payroll withholdings.

1. Description of Plan (continued)

Payment of Benefits

A participant who terminates employment with a vested account balance less than \$5,000, excluding rollover contributions, will receive a lump-sum payment. If the participant has a vested balance which exceeds \$5,000, excluding rollover contributions, the Plan will make a distribution only with the consent of the participant at any time prior to the earlier of the participant's 65th birthday or death. In lieu of a lump-sum payment, a participant who terminates employment after his or her 65th birthday or after attaining age 60 and completing 10 years of service, shall be entitled to elect monthly, quarterly, semi-annual or annual installment payments to be paid over a period not to exceed 10 years from the benefit commencement date. The installments may be accelerated at the direction of the participant.

6

Forfeitures

Forfeited balances of terminated participants' nonvested accounts are utilized to pay administrative costs or to reduce future Employer contributions. During 2002, forfeitures of \$1,188 were used to reduce Employer matching contributions.

Plan Termination

The Employer expects to continue the Plan indefinitely. However, the Employer reserves the right to discontinue the Plan or to amend the Plan, in whole or in part, from time-to-time. In the event of Plan termination, participants will become 100 percent vested in their accounts.

2. Summary of Significant Accounting Policies

Basis of Accounting

The financial statements of the Plan are prepared on the accrual basis of accounting.

Administrative Expenses

The Employer pays all administrative expenses of the Plan, except for loan origination fees, which are paid by the participants.

Investment Valuation and Income Recognition

Shares of registered investment companies are valued at published market prices which represent the net asset value of shares held by the Plan at year-end. The BOKF Common Stock is valued at the quoted market price. Participant loans receivable are valued at cost which approximates fair value.

Purchases and sales of securities are recorded on a trade-date basis. Dividend income is recorded on the ex-dividend date. Interest income is recorded on the accrual basis.

Use of Estimates

The preparation of financial statements in conformity with accounting principles

Edgar Filing: BOK FINANCIAL CORP ET AL - Form 11-K

generally accepted in the United States requires management to make estimates that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

7

3. Investments

The Plan's investments are held by a bank administered trust fund at Bank of Oklahoma, N.A. Trust Division (the Trustee). During 2002, the Plan's investments (including investments purchased and sold, as well as held during the year) appreciated (depreciated) in fair value as determined by quoted market prices for BOKF Common Stock and published market prices for registered investment companies as follows:

	Net Appreciation (Depreciation) in Fair Value of Investments	
	-----	-----
BOK Financial Corporation Common Stock	\$ 2,185	
Registered investment companies		(18,844)
	-----	-----
	\$ (16,659)	
	=====	

The fair value of individual investments that represent five percent or more of the Plan's net assets are separately identified in the financial statements.

8

4. Income Tax Status

The Plan has received a determination letter from the Internal Revenue Service dated April 1, 2002, stating that the Plan is qualified under Section 401 of the Internal Revenue Code (the Code) and, therefore, the related trust is exempt from taxation. Subsequent to this issuance of the determination letter, the Plan was amended. Once qualified, the Plan is required to operate in conformity with the Code to maintain its qualification. The Plan administrator believes the Plan is being operated in compliance with the applicable requirements of the Code and therefore, believes that the Plan is qualified and the related trust is tax exempt.

5. Reconciliation of Financial Statements to the Form 5500

The following is a reconciliation of net assets available for benefits per the financial statements to the Form 5500:

	December 31	
	2002	2001
	-----	-----
Net assets available for benefits per the financial statements	\$ 224,862	\$ 168,766
Less: Benefits payable	(2)	-
	-----	-----
Net assets available for benefits per the Form 5500	\$ 224,860	\$ 168,766

Edgar Filing: BOK FINANCIAL CORP ET AL - Form 11-K

=====

The following is a reconciliation of benefit payments per the financial statements to the Form 5500:

	Year ended December 31, 2002
	----- -----
Benefit payments per financial statements	\$ 23,245
Add: Benefits payable at end of year	2
Less: Benefits payable at beginning of year	-
	----- -----
Benefit payments to participants per the Form 5500	\$ 23,247
	=====

Benefits payable are recorded on the Form 5500 for payments to participants who requested payment prior to December 31, but had not been paid as of that date.

9

Supplemental Schedule

10

BOK Financial Thrift Plan for Hourly Employees

EIN: 73-0780382 Plan #: 004

Schedule H; Line 4i--Schedule of Assets (Held at End of Year)

December 31, 2002

(a)	(b) Identity of Issue, Borrower, Lessor or Similar Party	(c) Description of Investments Including Maturity Date, Rate of Interest, or Maturity Value	(e) Current Value

*	BOK Financial Corporation	BOKF Common Stock	\$ 69,821
*	American Performance Funds	Growth Equity Fund	11,480
		Equity Fund	13,822
		Cash Management Fund	7,991
		Intermediate Bond Fund	16,774
	SEI Funds	Stable Asset Fund	14,459
	American Advantage	International Equity Fund	4,829
	AIM	Balanced Fund	7,840
	Neuberger and Berman	Genesis Trust Fund	24,265
	Dodge and Cox	Stock Fund	22,166
	Vanguard	Institutional Index	25,277

Edgar Filing: BOK FINANCIAL CORP ET AL - Form 11-K

* Participant Loans	Interest rates ranging from 4.75 percent to 9.50 percent	5,800

		\$ 224,524
		=====

*Indicates Party-in-interest to the Plan

Column (d) is not applicable as all investments are participant directed.

Exhibit Number	Description of Exhibit
23.0	Consent of independent auditors
99.0	Section 906 Certifications

SIGNATURES

Pursuant to the requirements of the Securities Exchange Act of 1934, the trustees (or other persons who administer the employee benefit plan) have duly caused this annual report to be signed on its behalf by the undersigned hereunto duly authorized.

Date: June 26, 2003

BOK FINANCIAL THRIFT PLAN FOR
HOURLY EMPLOYEES

By: /s/ Gregg Jaynes

Gregg Jaynes
Vice President,
Manager of Corporate Compensation
BOK Financial Corporation