BARTLESVILLE CITY COUNCIL
SPECIAL MEETING MINUTES
February 22, 2016

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

(Notice of this meeting was posted on Thursday, February 18, 2016 at 5:00 p.m.

City Council Members Present: Mayor Tom Gorman, Vice Mayor Dale Copeland, Ted Lockin and John J. Kane

City Staff Present: Ed Gordon, City Manager, Jerry Maddux, City Attorney; Mike Bailey, Administrative Director and CFO; Lisa Beeman, Director of Community Development; Kelli Williams, Chief Communications Officer; and Elaine Banes, Executive Assistant.

1. **The Bartlesville City Council meeting was called to order at 7:01 p.m. by Mayor Gorman.**

2. **Roll Call and establishment of a quorum.**

   Roll call was conducted and a quorum was established.

3. **The invocation was provided by Father Lee Stephens, St. Luke's Episcopal Church.**

4. **Citizens to be Heard.**

   Joel Rabin provided comments regarding the applicants for Ward 4 City Council position.

5. **City Council Announcements and Proclamations.**

   There were no announcements or proclamations.

6. **Authorities, Boards Commissions and Committee Openings.**
   - One opening on the Ambulance Commission
   - One opening on the Bartlesville Redevelopment Trust Authority
   - Two openings on the Sanitary Sewer Improvement Oversight Committee
   - One opening on the Tree Committee

   Mayor Gorman announced the openings and encouraged citizens to obtain an application from the City's website or from the City Manager's office.

7. **Consent Docket**

   a. **Approval of Minutes**
      i. The Regular Meeting Minutes of February 1, 2016.

   b. **Appointment, Reappointments and Ratifications on Authorities, Boards, Commissions, and Committees.**
      i. Appointment of Mr. Art Gorman for an additional three year term on the Bartlesville Area History Museum at the recommendation of Vice Mayor Copeland.
      ii. Appointment of Mr. Trevor Dorsey for a three year term on the City Planning Commission at the recommendation of Councilman Kane.

   c. **Approval of Resolutions**
      i. Amending the Budget of the City of Bartlesville, Oklahoma for Fiscal Year 2015-2016 appropriating General Obligation Bond Proceeds from the 2016 Issuance.

ii. Amending the Budget of the City of Bartlesville, Oklahoma for Fiscal Year 2015-2016 appropriating revenues for the 2014 Community Development Block Grant.

iii. Amending the Budget of the City of Bartlesville, Oklahoma for Fiscal Year 2015-2016 appropriating revenues for the 2015 Community Development Block Grant.

Mayor Gorman read the consent docket.

Mr. Lockin moved to approve the consent docket, seconded by Mr. Kane

Aye: Mr. Kane, Mr. Lockin, Vice Mayor Copeland
Nay: None
Abstained: Mayor Gorman
Motion: Passed

8. Discuss and take action to award Bid No. 2015-2016-018 for the Johnstone Pavilion. Presented by Mr. Kane.

Mr. Kane moved to award the bid to Kalka Construction, Chandler, Oklahoma, for the base bid amount of $345,537.00 and not moving forward with any of the bid alternates, seconded by Mr. Lockin.

Aye: Mr. Lockin, Vice Mayor Copeland, Mr. Kane, Mayor Gorman
Nay: None
Motion: Passed

9. A public hearing for the purpose of notifying citizens and obtaining citizen input on the modification of proposed activities for the FY 2014 and FY 2015 CDBG Small Cities-Set-Aside Projects. Presented by Lisa Beeman, Director of Community Development.

Ms. Beeman reported that in August of 2014, the City awarded a CDBG grant in the amount of $106,152 for the construction of a multi-use pavilion at the entrance to Johnstone Park. With city matching funds, the total project budget was $212,467. In January of 2016, the City went out for bid on this project and received competitive bids that all exceeded the initial budget by nearly $150,000. In August of 2015, the City of Bartlesville was awarded another CDBG Grant in the amount of $124,848 in order to construct a public plaza and restrooms surrounding the 2014 CDBG pavilion. With city matching funds, the total project budget was $249,704. After working with staff from the Oklahoma department of Commerce, Planning Department staff has determined it is possible to modify the scope and budgets of both the 2014 and 2015 CDBG awards in order to construct the 2014 pavilion as originally engineered and bid. To accommodate the construction of the pavilion as designed, the original 2015 project scope must be scaled back. However, staff proposes continuing this project with CDBG 2016 funds, which application must be made for in Jun.

Ms. Beeman continued that in order to proceed with the grant modifications for FY 2014 and FY 2015, the City is required to hold a public hearing for the purposes of soliciting public input and informing citizens of the proposed changes. Following the public hearing, Council is asked to consider modifying the 2014 and 2015 CDBG projects in order to accommodate the increased cost of the pavilion construction by way of resolution.

Mayor Gorman opened the public hearing at 7:20 p.m. There being no one appear to speak on the item, the Mayor closed the public hearing at 7:20 p.m.

Vice Mayor Copeland moved to approve the resolution modifying the scope and budget of the City of Bartlesville's proposed FY 2014 and FY 2015 Community Development Grants, seconded by Mr. Kane.

Aye: Vice Mayor Copeland, Mr. Kane, Mr. Lockin, Mayor Gorman
Nay: None
Motion: Passed

10. Discuss and take action to adopt an ordinance amending the City of Bartlesville Ward Boundaries as required by Oklahoma State Statutes. Presented by Lisa Beeman, Director of Community Development.

Ms. Beeman reported that the Oklahoma State Statutes require all governing bodies review their ward boundaries following every federal census to ensure that all wards are: a) formed by compact and contiguous territory; b) substantially equal in population; and c) to the extent practicable, do not subdivide precincts established by a county election board in establishing ward boundaries. With review of the 2010 Federal Census date there were substantial population changes that resulted in unbalanced representation. After receiving input from staff and the Washington County Election Board, City Council considered several redistricting options and ultimately determined the final proposal. Per Oklahoma State Statutes, a notice of the proposed changes was published in the Examiner Enterprise on January 22, 2016, allowing for the 30 day required notice to the public. Ms. Beeman concluded that in order to adopt the ordinance, it must be approved by a two-thirds vote of the Council Members, as required by State Statute.

Vice Mayor Copeland moved to adopt the ordinance to approve the new ward boundaries as presented, seconded by Mr. Kane.

Aye: Mr. Kane, Mr. Lockin, Vice Mayor Copeland, Mayor Gorman
Nay: None
Motion: Passed

11. Discuss and take action to amend Resolution #3258 relating to revenues generated by the 4th floor lease of City Hall. Presented by Mike Bailey, Administrative Director/CFO.

Mr. Bailey reported that the City of Bartlesville leases the 4th floor of City Hall as office space. This arrangement benefits the City by providing revenue while occupying unused space at City Hall. When this lease was signed in 2011, it was decided not to use the proceeds from this lease to fund operations, since these revenues are uncertain from year to year. Instead, it was decided to utilize these revenues primarily to perform upgrades of City Hall. This was formalized by Council Resolution. In recent years, some general maintenance expenses for City Hall have outgrown the operational budget that supports them here have been several elevator expenses exceeding $15,000, HVAC repairs in excess of $10,000 and other unexpected maintenance items over $5,000. Many of these maintenance items were classified as improvements, since they involved upgrades and not merely repairs, and where allowable, were paid from the CIP-City Hall Fund.

Mr. Bailey continued requesting that Resolution #3258 be amended to allow for improvements and general repairs to City Hall. This will remove the uncertainly and allow for maintenance expenses to be paid from this Fund. Routine maintenance items will continue to be paid from the General Fund up to the available budget, but unusual or overly expensive maintenance costs will be paid from the CIP-City Hall fund. The primary focus of the CIP-City Hall Fund will continue to be upgrades of City Hall, but the proposed amendment to the Resolution will allow for greater flexibility when dealing with large, necessary maintenance expenses of City Hall.

Mr. Lockin moved to approve the resolution amending Resolution #3258 as presented, seconded by Mr. Kane

Aye: Mr. Lockin, Vice Mayor Copeland, Mr. Kane, Mayor Gorman
Nay: None
Motion: Passed

12. Discuss and take action to formally receive all applications submitted for the seat of City Council Representative Ward 4.

Mayor Gorman reported that six applications were received and that all four City Council members set up interviews recently to speak with each candidate. He stated his appreciation to all six for their interest and time invested through this appointment process.

Mr. Kane moved to receive the Ward 4 applications, seconded by Vice Mayor Copeland.

Aye: Vice Mayor Copeland, Mr. Kane, Mr. Lockin, Mayor Gorman
Nay: None
Motion: Passed

13. Introduction of the applicants for the City Council Ward 4 Representative, and invite each applicant to speak to the city Council, at their discretion.

Mr. Callahan, Mr. Pyles and Mr. Early addressed the Council and provided information about themselves and why they are interested in serving. Mr. Pennell was present, but did not wish to speak. Mr. Bart was ill and did not attend. Mr. Pool was not in attendance. Mayor Gorman stated his appreciation again to each applicant.

14. City Manager and Staff Reports.

Mr. Gordon stated his appreciation of Ms. Beeman and Ms. Riley for their work in moving forward in building the pavilion at Johnstone Park. Additionally, he thanked STC for assisting as well.

Mr. Gordon also expressed his sympathies to the family of Sherry Musselman Cox. Mrs. Cox passed away on this date, and the Mayor added his condolences as well.

15. City Council Comments and Inquiries.

There were no comments or inquiries from City Council.

16. Adjournment.

There being no further business to discuss the Mayor adjourned the meeting at 8:00 p.m.

Mayor Tom Gorman

Michael Bailey, Administrative Director/CFO

by Elaine Jones, Deputy Clerk

CITY OF BARTLESVILLE OFFICIAL SEAL OKLAHOMA