BARTLESVILLE CITY COUNCIL
SPECIAL MEETING MINUTES
May 23, 2016

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

(Notice of this meeting was posted on Thursday, May 19, 2016 at 5:00 p.m.

City Council Members Present: Mayor Tom Gorman, Vice Mayor Dale Copeland, Ted Lockin, and Dr. Joseph Callahan. John J. Kane arrived at 5:39 p.m.

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; Terry Lauritsen, Director of Water Utilities; Micah Siemers, Director of Engineering; Jason Muninger, Accountant; Alicia Shelton, Accountant; Supervisor of and Elaine Banes, Executive Assistant.

1. The Bartlesville City Council meeting was called to order at 5:30 p.m. by Mayor Gorman.

2. Roll Call and establishment of a quorum.

Roll call was conducted and a quorum was established.

3. Citizens to be Heard.

Ken Harris requested that if the City turns Doenges Stadium over to the School District that they (the school district) keep up the maintenance and quality condition that so many people invested their time and money into several years ago.

4. City Council Announcements and Proclamations.

There were no announcements or proclamations.

5. Authorities, Boards Commissions and Committee Openings.

- One opening on the Ambulance Commission
- One opening on the Bartlesville Area History Museum
- Two openings on the Sanitary Sewer Improvement Oversight Committee
- One opening on the Tree Committee
- Two openings on the White Rose Cemetery Board

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

6. Consent Docket

a. Approval of Minutes

i. The Special Meeting Minutes of May 16, 2016.

b. Approval of Agreement

i. Approval of Second Amendment to Tower/Ground Lease Agreement between the City of Bartlesville and New Cingular Wireless PCS, LALC on Cell Site Number TU0136, Cell Site Name 7136 East WT Bartlesville, also known as the Bison Water Tank Site.

Mayor Gorman read the consent docket.

Mr. Lockin moved to approve the consent docket, seconded by Vice Mayor Copeland.

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

7. Presentation of proposal and discussion of possible transfer of Doenges Memorial Stadium to Independent School District #30. Presented by Chuck McCauley, Superintendent, ISD #30.

Mr. McCauley reported that the City had an agreement with the School District to lease the Stadium over the past year and during that time, the Stadium has been well-maintained and is in great shape. He added that the Bartlesville School District, Oklahoma Wesleyan University and the American Legion have maintained a good partnership, and that he valued Doenges Memorial Stadium as truly a treasure to the City of Bartlesville.

Mr. Maddux reported that the school's attorney provided the proposed Agreement and following the presentation at this meeting is willing to make any changes or additions that the City Council wish to make. Discussion ensued covering how if the school owns the stadium, funding can be allocated for improvements; the proximity of the YMCA and Police Department and how that would affect the agreement; that a survey is being conducted, and will include the parking lot on the south side and both halves down the center to the stadium and grounds; possible improvements to the stadium and grounds; and how if the school did not use the stadium for baseball for 36 months, the property would revert back to the City.

Further discussion covered how Mr. Lockin was concerned that the school might change the name of the stadium or the façade of the stadium. He felt that the Doenges name and the family who still sponsor the American Legion team should remain in some form or fashion. Mr. Bart stated that he could not guarantee that the name would not change; nor could he guarantee if the color of the stadium would remain the same. He did state that it was not the school's intention at this time to make changes to the name or color. He also stated that he would not change the style or architecture of the stadium. Mr. Bart also added that he was part of the group of men including Mr. Harris, Mr. Boal, and Mr. Sears that improved the Stadium, and that he would always honor their time and funds they invested in the Stadium.

Dr. Callahan returned to the clause regarding if the school did not use the stadium for baseball for 36 months, the stadium would revert to the City. He suggested that a shorter time-frame may be appropriate and Vice Mayor Copeland agreed that 24 months would be a better number. Mr. Lockin inquired if the school built a new stadium, would the Doenges Stadium revert to the City. Mr. Maddux confirmed it would fall under the abandoned clause and that it would revert back to the City. Discussion ensued further covering that the school would maintain the parking lots; the time line for closing by July 1, 2016, and Mr. Callahan's and Mr. Lockin's desire to have verbiage in the Agreement that the school district would contact and consult with the City prior to any name change or substantial change to the architecture of the Stadium. Mr. McCauley stated he was in agreement that adding verbiage of this nature was acceptable.

8. Recess in order to relocated into the 1st floor conference room for workshop portion of the meeting.

The Mayor recessed the meeting at 6:15 p.m. and reconvened at 6:20 p.m.

9. Presentation and discussion of the City of Bartlesville proposed budget for Fiscal Year 2016-2017. Presented by Mike Bailey, Administrative Director/CFO.

Mr. Bailey provided a power point addressing the Budget Preparation Schedule, reviewing significant items; personnel additions, benefit costs and increases; the Stabilization and Capital Reserve Funds. He reported that the first check with the increased sales tax revenues was received in March 2016; on sales tax estimates; on utility rate increases; on a change in healthcare provider; on workers comp claims; that the proposed budget includes adding 26 full time employees; that funding will be restored for the demolition program, street maintenance program and the capital plan; on cost of living (1.1%) and merit increases (5%) for employees; and the proposed budget includes adding to the reserve funds. Mr. Bailey also reviewed the Wastewater Capital Plans, Water Capital Plans, and Sanitation Capital Plan.

Mr. Bailey concluded that comments and questions should be submitted this week if possible. Dr. Callahan expressed his appreciation for the thorough budget documents. Mr. Gordon stated that it was the Accounting staff and Directors who work through the budget very professionally. In response to Mr. Lockin's question, Ed confirmed the budget remains very conservative.

10. Presentation and discussion of the Capital Improvements Program (CIP) Budget for FY 2016-2017. Presented by Terry Lauritsen, Director of Water Utilities and Micah Siemers, Director of Engineering.

Mr. Lauritsen reported that in June 2013, the citizens of Bartlesville voted to extend a one-half cent sales tax to finance capital improvements for a seven 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." Mr. Lauritsen provided specific lists of improvements which are to be financed from the proceeds of this tax, to the extent funds are available. He marked project in yellow as the one which were advertised for the election and make up 70% of the anticipated revenue generated through this sales tax. Other projects, approved by Council, make up the remaining 30% of the funds.

Mr. Lauritsen reported that the accounting staff has identified in the FY 2016-2017 Operating Budget for the Capital Improvement Project (CIP) Sales Tax Fund a $2,384,384 budget for new projects (the committed capital funding for previous fiscal year projects that have not bee encumbered, carry over projects-1/2 cent sales tax. Staff also compiled a list of proposed FY 2016-2017 ½ cent sales tax capital improvement projects for Council consideration which he presented. The total for this recommended list is $2,384,384 and has been assembled from the list of voter approved projects, the original project list for the 2013 ½ cent sales tax CIP election and other projects required by citizens, committee and City staff.

In addition to allocating funds from the ½ cent sales tax revenue source, staff is also recommending new projects from the wastewater and City Hall funds. Proposed carry over projects are also summarized for the Wastewater Fund, City Hall Fund, Storm Sewer Fund as well as the 2008B, 2010, 2012, 2014A, 2014B, and 2015 General Obligation Bond funds.

Mr. Lauritsen concluded that the Street and Traffic Committee will be holding a special meeting to review the street projects on Thursday, and any changes they may have will be forwarded to City Council members.

A brief discussion was held on Price Field Phase II being a carry-over project, and the Street Plan being consistent.

11. City Manager and Staff Reports.

Mr. Gordon appreciated the accounting staff and all of the Directors who assisted in preparing the budget presented. He stated his appreciation of the City Council as well.

Both Frontier and Sooner Pools will open Saturday.

Mr. Gordon pointed out that the school district has been a good partner regarding parks and in each instance, there is an item in the agreement that if the school district no longer uses the parks as a park, they revert back to the City of Bartlesville.

12. City Council Comments and Inquiries.

Mr. Kane expressed his appreciation to all involved in preparing the budget and presentations. He added they were very good and succinct all around.

13. Adjournment.

There being no further business to discuss the Mayor adjourned the meeting at 7:45 p.m.

Mayor Tom Gorman

Michael Bailey, Administrative Director/CFO

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