



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

**NOTICE OF SPECIAL MEETING
OF THE
BARTLESVILLE CITY COUNCIL**

**Monday, April 17, 2017
7 p.m.**

**Mayor Dale Copeland
918-338-4282**

The Notice of Meeting was received and filed in the Office of the City Clerk and posted in prominent public view at City Hall at 5:00 p.m. on Wednesday, April 12, 2017.

**Michael Bailey, City Clerk
Administrative Director/CFO**

by Elaine Banes, Deputy City Clerk

All discussion items are subject to possible action by the City Council. 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.



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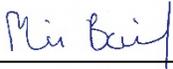
**Mayor Dale Copeland
918-338-4282**

AGENDA

- 1. Call to order the business meeting of the Bartlesville City Council by Mayor Copeland.**
- 2. Roll Call and Establishment of a Quorum.**
- 3. The Invocation will be provided by Minister Kelley Becker, Disciples Christian Church.**
- 4. Citizens to be heard.**
- 5. City Council Announcements and Proclamations.**
 - a. Flood Awareness Month-April 2017
 - b. Arbor Day – April 22, 2017
- 6. Authorities, Boards, Commissions and Committee Openings**
 - a. One opening on the Ambulance Commission
 - b. One opening on the Bartlesville Library Trust Authority
 - c. One opening on the Bartlesville Redevelopment Trust Authority
 - d. One opening on the Sanitary Sewer Improvement Oversight Committee
 - e. One opening on the Tree Committee
 - f. One opening on Visitors, Inc.
 - g. One opening on the White Rose Cemetery Board
- 7. Consent Docket**
 - a. Approval of Minutes**
 - i. The Regular Meeting Minutes of April 3, 2017.
 - b. Approval and/or Ratification of Appointments and Reappointments to Authorities, Boards, Commissions and Committees**
 - i. Appoint Mr. George Halkiades to a three-year term on the Bartlesville Library Trust Authority at the recommendation of Vice Mayor Kane.
 - ii. Reappoint Ms. Sandra Wade, Ms. Leah Anderson and Mr. Eldred Traxon to additional terms on the Adult Center Trust Authority.
 - c. Receipt of Bids**
 - i. Bid No. 2016-2017-037 for Johnstone Pavilion Phase 3
- 8. Discuss and take action to award Bid No. 2016-2017-035 for Two (2) New 2017 Single Axle Cab & Chassis with New 20 Yard Rear Load Packer. Presented by Dr. Callahan.**
- 9. Discuss and take action to award Bid No. 2016-2017-036 for One (1) Half Ton Pickup 4x4 Super Crew Cab. Presented by Dr. Callahan.**
- 10. Discuss and take action to award Bid No. 2016-2017-037 for Johnstone Pavilion Phase 3. Presented by Vice Mayor Kane.**
- 11. Discuss and take action on an appeal filed by Arlando Parker on behalf of Nehemiah Community Development Corporation on a dilapidated structure order to remove structure on property located at 504 Cherokee Ave. Presented by Larry Silver, Supervisor, Neighborhood Services.**

12. Discuss and take possible action on a report from the Downtown Landscape Task Force created for the purpose of validating and refining the recommendations in the Downtown Landscape Plan in compliance with Resolution No. 3405. Presented by Mr. Gentges.
13. Discuss and take action on an agreement between the City of Bartlesville and Government Finance Officers Association for consulting services related to the implementation of the City's Enterprise Resource Management System. Presented by Mike Bailey, Administrative Director/CFO.
14. City Manager and Staff Reports.
15. City Council Comments and Inquiries.
16. Adjournment.

The Agenda was received and filed in the Office of the City Clerk and posted in prominent public view at City Hall at 5:00 p.m. on Thursday, April 13, 2017.



Michael Bailey, City Clerk
Administrative Director/CFO



by Elaine Banes, Deputy City Clerk

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Official Proclamation

“FLOOD AWARENESS MONTH-APRIL 2017”

WHEREAS, flooding causes more than \$2 billion in property damage and numerous deaths each year in the United States, including many Oklahomans who lose their lives by driving into dangerous floodwaters; and

WHEREAS, for their own benefit, the citizens of Bartlesville must be constantly reminded of the various flood safety procedures required to protect their lives and livelihoods; and

WHEREAS, the citizens of Bartlesville should be made aware of the importance of mitigating flood hazards; and

WHEREAS, the citizens of Bartlesville must assure that their activities in the floodplain will create no adverse impacts on their neighbors or the community; and

WHEREAS, the citizens of Bartlesville should be made aware of the natural functions of floodplains and the need for floodplain preservation and restoration.

NOW, THEREFORE, the Bartlesville City Council does hereby officially proclaim the month of April as “Flood Awareness Month” in the City of Bartlesville.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the City of Bartlesville, Oklahoma, to be affixed to this Proclamation declared on the 17th day of April, 2017.

Dale Copeland, Ward 1 and Mayor

John J. Kane, Ward 2 and Vice Mayor

Jim Curd, Jr., Ward 3

Alan Gentges, Ward 4

Joseph Callahan, Ph.D., Ward 5



***Official Proclamation
Arbor Day
April 22, 2017***

Whereas, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of tree; and

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen, and provide habitat for wildlife; and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal; and

Whereas, Bartlesville has been recognized as a Tree City USA by the National Arbor Day Foundation and desires to continue its tree-planting practices.

Therefore, The City Council of the City of Bartlesville, do hereby proclaim April 22, 2017 as Arbor Day in the City of Bartlesville and urge all citizens to support efforts to protect trees and woodlands and to support our city's urban forestry program. Further, we urge all citizens to plant trees to gladden the hearts and promote the well being of present and future generations.

IN WITNESS WHEREOF, we hereunto set our hands and caused the Official Seal of the City of Bartlesville, Oklahoma, to be affixed this 17th day of April, in the year of our Lord two thousand and seventeen.

Dale Copeland, Ward 1 and Mayor

John J. Kane, Ward 2 and Vice Mayor

Jim Curd, Jr., Ward 3

Alan Gentges, Ward 4

Joseph Callahan, Ph.D., Ward 5



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

**REGULAR MEETING MINUTES
OF THE
BARTLESVILLE CITY COUNCIL**

**Monday, April 3, 2017
7 p.m.**

**Mayor Dale Copeland
918-338-4282**

MINUTES

(Notice was posted December 15, 2016 and Agenda posted at 5:00p.m. on Thursday, March 30, 2017)

Council Members present were Mayor Dale Copeland, Vice Mayor John J. Kane, Joseph Callahan, Ph.D., Jim Curd, Jr., and Alan Gentges.

City staff present were: Ed Gordon, City Manager, Jerry Maddux, City Attorney, Mike Bailey, Administrative Director/CFO, Terry Lauritsen, Director of Water Utilities, Micah Siemers, Director of Engineering, Kelli Williams, Chief Communications Officer, Jason Muninger, Internal Services Supervisor, Larry Silver, Supervisor of Neighborhood Services, Mike Wickham, Neighborhood Services, Jody Shahan, Golf Course Superintendent, three firemen, and Elaine Baner, Executive Assistant.

- 1. Mayor Copeland called the business meeting of the Bartlesville City Council on order at 7:00 p.m.**
- 2. Roll call was held and a quorum was established.**
- 3. The Invocation was provided by Arlese Bradley, Mutual Girls Club.**
- 4. Citizens to be heard.**

There were no citizens to be heard.

- 5. City Council Announcements and Proclamations.**
 - The National Records and Information Management Month – April 2017 proclamation was presented by Vice Mayor Kane.
 - The Donate Life Month – April 2017 proclamation was presented by Mr. Curd.
 - The Fair Housing Month – April 2017 proclamation was presented by Dr. Callahan.
- 6. Authorities, Boards, Commissions and Committee Openings**
 - One opening on the Ambulance Commission
 - Two openings on the Bartlesville Library Trust Authority
 - One opening on the Bartlesville Redevelopment Trust Authority
 - One opening on the Sanitary Sewer Improvement Oversight Committee
 - One opening on the Tree Committee
 - One opening on Visitor's, Inc.
 - One opening on the White Rose Cemetery Board

Mayor Copeland invited citizens who wish to volunteer to contact the City Manager's Office of complete an application at the City's website, www.cityofbartlesville.org

7. Consent Docket

a. Approval of Minutes

- i. The Special Meeting Minutes of March 20, 2017.

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

- i. Appointment of Mr. Mr. Troy Martin to a three-year term on the City Planning Commission at the recommendation of Vice Mayor Kane.
- ii. Appointment of Mr. Don Doty to a three-year term on the Bartlesville Area History Museum Trust Authority at the recommendation of Dr. Callahan.

c. Approval of Agreements and Contracts

- i. Approval of a short form contract between the City of Bartlesville and McAnaw Construction Company in the amount of \$11,500 for the Johnstone Pavilion Phase 2 – restroom stone border, and to authorize the Mayor to sign the Grantee Debarment Review and Certification Form as part of CDBG requirements.

d. Approval of and Resolutions

- i. Approval of a Resolution amending the budget of the City of Bartlesville, Oklahoma for Fiscal Year 2016-2017, appropriating unbudgeted fund balance for the Golf Course Memorial Fund.
- ii. Approval of a Resolution amending the budget of the City of Bartlesville, Oklahoma for Fiscal Year 2016-2017, appropriating unappropriated revenue for the Debt Service Fund.

e. Receipt of Bids

- i. Bid No. 2016-2017-035 for Two (2) New 2017 Single Axle Cab & Chassis w/New 2017 20 Yard Rear Load Packer for the Public Works Department.
- ii. Bid No. 2016-2017-036 for a one ½-ton pickup 4x4 Super crew for the Public Works Department.

Mayor Copeland read the consent docket in full.

Vice Mayor Kane moved to approve the consent docket as presented, seconded by Dr. Callahan.

Ayes: Mr. Gentges, Mr. Curd, Dr. Callahan, Vice Mayor Kane, Mayor Copeland

Nays: None

Motion: Passed

Dr. Callahan will review Bids 2016-2017-035 and 2016-2017-036.

8. Discuss and take action to award Bid No. 2016-2017-033 for Golf Course Chemical. Presented by Mayor Copeland.

Mayor Copeland moved to award Bid No. 2016-2017-033 to the low bidder as presented in attached spreadsheet (marked in green), seconded by Vice Mayor Kane.

Ayes: Mr. Curd, Dr. Callahan, Vice Mayor Kane, Mr. Gentges, Mayor Copeland

Nays: None

Motion: Passed

9. Discuss and take action to award Bid No. 2016-2017-034 for 2016 Wastewater Collection System Rehabilitation (Phase 4). Presented by Vice Mayor Kane.

A brief discussion covered the phases of the rehabilitation and that there is approximately 500 miles of sanitary sewer lines in the city to maintain.

Vice Mayor Kane moved to award Bid No. 2016-2017-034 to Sapulpa Digging, Sapulpa, Oklahoma, in the amount of \$874,042.00 as presented, seconded by Mr. Gentges.

Ayes: Dr. Callahan, Vice Mayor Kane, Mr. Gentges, Mr. Curd, Mayor Copeland
Nays: None
Motion: Passed

10. Discuss and take action to approve a proposal from the Bartlesville Development Authority to provide up to 2.3 acres of land, lot 16, in the Bartlesville Industrial Park to Priority Bargains Outlet for the construction of a new 4,000 sq. ft. warehouse. Presented by David Wood, President, Bartlesville Development Authority.

Mr. Wood reported that Priority Bargains Outlet is a liquidation outlet with a virtual store-front and physical store in Bartlesville. It is a 2014 graduate of the Tri-County Technology Center business incubator program and in 2016, it became incorporated as a LLC with a broad expansion plan including stores in Owasso, Enid, Norman, Wichita, Kansas and Joplin, Missouri. They are actively seeking a sort and store distribution facility in the Bartlesville Industrial Park. Mr. Wood continued providing information regarding plans to expand from 4,000 sq. ft. to 8,000 sq. ft. and eventually to 12,000 sq. ft. with each new retail store added. Priority Bargains Outlet currently employs six employees with plans to increase to 11 by the end of 2017 and three additional in 2018. He provided the terms of the proposal; financing has been approved, subject to land conveyance); second mortgage (subordinate to primary lender); claw-back provision (5 year forgivable); and to have the warehouse open in less than 180 days.

Vice Mayor Kane moved to approve the BDA proposal providing up to 2.3 acres of land, lot 16 in the Bartlesville Industrial Park to Priority Bargains Outlet for the construction of a new warehouse as presented, seconded by Mr. Curd.

Vice Mayor Kane stated this was an excellent proposal, and Mayor Copeland deemed this as positive progress.

Ayes: Vice Mayor Kane, Mr. Gentges, Mr. Curd, Dr. Callahan, Mayor Copeland
Nays: None
Motion: Passed

11. Discuss and take action on an agreement between the City of Bartlesville and Tyler Technologies for implementation of an Enterprise Resource Management System. Presented by Mike Bailey, Administrative Director/CFO.

Mr. Bailey reported that since he gave an in depth report at the last meeting, he would address the inquiries by Council at that meeting. The Council asked for information comparing Incode to Munis. Tyler representatives provided the information reporting that Munis is more technology advanced than Incode; Munis met the City's specs and needs; and Munis' annual maintenance fees are considerably less than Incode. Mr. Bailey reported that the agreement is more than what is budgeted, but the remaining amount can be encumbered and listed how it would be paid out. He concluded that by awarding the contract now, the price would be locked

in. He concluded that staff recommends awarding the bid to Tyler Technologies and to encumber overage in future budgets.

Discussion ensued covering the fee for retaining GFAO; the timeframe from the beginning discussions to-date and budgeting over the past three years; and how the auditors recommended the implementation to minimize significant internal control weaknesses. Mr. Gentges reported that he met with Mr. Bailey who showed him the system that is currently being used, and he could see clearly that improvements and enhancements were necessary. Mayor Copeland added that other cities were contacted references, as well as extension research conducted on which system was best for the City. Mr. Gordon concluded that there will be an approximate three year implementation phase.

Mr. Gentges moved to approve the agreement between the City of Bartlesville and Tyler Technologies for implementation of an Enterprise Resource Management System as presented, seconded by Mr. Curd.

Mayor Copeland inquired as to a timeline. Mr. Bailey reported that there was one more step, forming an Implementation Team, then the process can begin in approximately 30 days.

Ayes: Mr. Gentges, Mr. Curd, Dr. Callahan, Vice Mayor Kane, Mayor Copeland
Nays: None
Motion: Passed

Vice Mayor Kane thanked Mr. Bailey for getting the Council’s requested information to them so quickly. Mayor Copeland reported that he looked forward to good things coming from the implementation of the system.

12. Discuss and take action on an appeal filed by Clayton Black on an order to remove (2) structures dilapidated/unsecured structure-(single family dwelling) and detached 2 story garage/apartment building (on the rear yard) located at 911 SE Dewey Avenue, aka 911 ½ SE Dewey Avenue, Bartlesville, Oklahoma. Presented by Larry Silver, Supervisor, Neighborhood Services.

Mr. Silver reported that notices regarding this property starting in April of 2011 to Mr. Black with the final judgement of dilapidation declared on February 16, 2017. The condition of the structure has not been improved during that time-frame. A list of infractions between those two dates were provided to the Council in Mr. Silver’s staff report. Mr. Silver advised Mr. Black to bring a plan of action to him or to the Council at this hearing. A plan has not been presented to either to-date. Mr. Black reported on personal loss he has experienced since 2013 that has limited his opportunities to improve the property. Council members inquired about his plans for the property. He stated that he has spoken to three roofers in the past week, but has not contracted with any of them yet. He has not secured financing to repair the house other than using his retirement funds and selling old cars that he owns. When asked if he was able to bring the property taxes current, he stated that he could bring them current by the end of this week. When asked what he could accomplish, say in 90 days, Mr. Black stated that he could get the roof and windows replaced. He answered that he may live in the apartment and rent out the house, if he is allowed to keep it.

The council discussed how expensive bringing the property up to code will be; how no improvements have been made since 2011 after several hearings on a variety of infractions; that the neighbors should not have to be subject to the dilapidated structure; and hesitation to agreeing for additional time when several years has already passed with no improvement, Dr. Callahan and Mr. Gentges separately stated and agreed that if additional time is allowed, that

Mr. Black is to bring back a developed plan of action with dates, times, expenses, proof of taxes paid, and that plan must meet Mr. Silver's approval. They made it clear to Mr. Black that if such plan is not presented, then the dilapidated structure judgement will be upheld. Mayor Copeland stated that he was agreeable to tabling the appeal until the next appropriate council meeting and urged Mr. Black to work closely with Mr. Silver on a plan of action as set out by Mr. Gentges and Dr. Callahan.

Mr. Gentges moved to table the appeal until the next appropriate City Council meeting, seconded by Vice Mayor Kane.

Ayes: Mr. Curd, Dr. Callahan, Vice Mayor Kane, Mr. Gentges, Mayor Copeland
Nays: None
Motion: Passed

13. New Business

Mayor Copeland explained that new business is a category for items that arise after the legal posting of the agenda that the City staff or City Council could not have been aware of prior to the posting.

He took this opportunity to welcome Boy Scout Troop 1 who were attending to earn their Citizenship in Community Badge.

14. City Manager and Staff Reports.

Mr. Gordon reported on the landfill coupon offered in citizens utility bills to enable them one free visit to the local landfill between now and June 30.

He also provided information about Operation Clean House that will be held on April 22. He thanks the many sponsors who donate money and time in order to keep our community clean.

15. City Council Comments and Inquiries.

Mayor Copeland commented he was thankful for the rain and the community we live in.

16. There being no further business to conduct, the Mayor adjourned the meeting at 8:11 p.m.

Dale W. Copeland, Mayor

Mike Bailey, City Clerk
Administrative Director/CFO

BID REVIEW RECOMMENDATION

BID NUMBER: 2016-2017-033

DESCRIPTION: Golf Course Chemicals

DEPARTMENT: Golf Course, 445-513

BID AMOUNT: Various (see attached sheet)

BUDGET AMOUNT: \$41,000

IF BID IS OVER BUDGETED AMOUNT, FUNDS OF \$ N/A ARE AVAILABLE IN _____

BID RECOMMENDATION: Recommend award to low bidders shown in green on the attached sheet. Bids shown in red did not meet the specs.

COMMENTS: Contained in this bid are 46 various chemicals to be used for maintenance on the golf course. Bid packets were sent to four (4) vendors with four (4) returning bids. These chemicals will be purchased on an as needed basis only. Sufficient funding was included in the current year budget to cover these expenditures.



Staff Member



Council Member

3-28-17

Date

March 28, 2017

Date

CITY OF BARTLESVILLE, OKLAHOMA
 BID SPECIFICATIONS FOR
 PESTICIDES AND FERTILIZERS
 BID # 2016-2017-033

Does not meet specs

Low bid that meets specs

VENDOR		REGAL	BWI	SITE ONE	HARRELLS
CHEMICAL	QTY. SZ.				
LIQUID 12-2-12	60 GL	\$0.00 GL \$0.00	\$24.20 GL \$1,452.24	\$13.60 GL \$816.00	\$23.60 GL \$1,416.00
MINORS PACKAGE	30 GL	\$16.00 GL \$480.00	\$32.60 GL \$978.00	\$8.90 GL \$267.00	\$15.60 GL \$468.00
LIQUID 0-0-25	30 GL	\$16.00 GL \$480.00	\$17.21 GL \$516.24	\$12.06 GL \$361.80	\$24.80 GL \$744.00
0-0-50 GREENS GRADE	250 #	\$0.00 # \$0.00	\$0.00 # \$0.00	\$0.92 # \$230.75	\$1.38 # \$345.00
13-2-13 GREENS GRADE	2900 #	\$0.00 \$0.00	\$0.61 \$1,769.00	\$0.48 \$1,392.00	\$0.58 \$1,682.00
BAYLETON FLO	5 GL	\$0.00 GL \$0.00	\$540.00 GL \$2,700.00	\$540.00 GL \$2,700.00	\$540.00 GL \$2,700.00
ALLETTE	27.5 #	\$15.37 # \$422.68	\$0.00 # \$0.00	\$33.67 # \$1,010.10	\$28.41 # \$781.25
CHIPCO 26GT	2.5 GL	\$48.00 GL \$120.00	\$119.80 GL \$299.50	\$54.00 GL \$135.00	\$135.60 GL \$339.00
DISARM 480 SC	96 OZ	\$17.84 OZ \$1,713.00	\$0.00 OZ \$0.00	\$19.06 OZ \$1,830.00	\$0.00 OZ \$0.00
DACONIL ZN	40 GL	\$0.00 GL \$0.00	\$50.00 GL \$2,000.00	\$50.00 GL \$2,000.00	\$50.00 GL \$2,000.00
SUBDUE MAX	5 GL	\$368.00 GL \$1,840.00	\$515.00 GL \$2,575.00	\$515.00 GL \$2,575.00	\$515.00 GL \$2,575.00
3336 FLO	10 GL	\$49.00 # \$490.00	\$85.20 # \$852.00	\$60.00 # \$600.00	\$96.80 # \$968.00

VENDOR		REGAL	BWI	SITE ONE	HARRELLS
TERRAZOLE	80 #	\$125.00 qt \$0.00 #	\$41.00 # \$3,280.00	\$51.46 # \$4,116.80	\$42.50 # \$3,400.00
FORE	80 #	\$4.89 # \$391.20	\$4.62 # \$369.68	\$5.25 # \$420.00	\$9.10 # \$728.00
HERITAGE	12 #	\$750.00 GL \$2,250.00 #	\$317.00 # \$3,804.00	\$235.01 # \$2,820.12	\$317.00 # \$3,804.00
PROSTAR	21 #	\$59.67 # \$1,253.00	\$55.33 # \$1,162.00	\$60.83 # \$1,277.43	\$65.00 # \$1,170.00
SEGWAY	392 OZ	\$10.33 # \$4,050.00	\$10.33 # \$4,050.00	\$10.33 # \$4,050.00	\$10.33 # \$4,050.00
TOURNEY	5 #	\$138.55 # \$692.75	\$138.55 # \$692.75	\$138.55 # \$692.75	\$138.55 # \$692.75
LEXICON	42 OZ	\$0.00 # \$0.00	\$22.37 # \$939.54	\$22.37 # \$939.54	\$22.37 # \$939.54
BENSUMEC 4LF	20 GL	\$125.00 GL \$2,500.00	\$114.80 GL \$2,296.00	\$127.80 GL \$2,556.00	\$116.00 GL \$2,320.00
BARRICADE 65 WDG	100 #	\$9.00 # \$900.00	\$20.50 # \$2,050.00	\$9.83 # \$983.00	\$9.80 # \$980.00
OXADIAZON SC	25 GL	\$125.00 GL \$3,125.00	\$129.20 GL \$3,230.00	\$165.00 GL \$4,125.00	\$165.00 GL \$4,125.00
SPECTICLE FLO	4 GL	\$1,606.50 GL \$6,426.00	\$1,606.50 GL \$6,426.00	\$1,606.50 GL \$6,426.00	\$1,606.50 GL \$6,426.00
TUPERSAN	8 #	\$30.06 # \$240.48	\$27.50 # \$220.00	\$27.50 # \$220.00	\$26.25 # \$210.00
SENCOR 75	40 #	\$55.00 # \$2,200.00	\$73.90 # \$2,956.00	\$75.41 # \$3,016.40	\$79.00 # \$3,160.00
ROUND UP PRO	22.5 GL	\$15.00 GL \$337.50	\$18.16 GL \$408.60	\$13.94 GL \$313.65	\$12.00 GL \$270.00
CLASSIC TRIMEC	10 GL	\$25.41 GL \$254.10	\$46.40 GL \$464.00	\$23.20 GL \$232.00	\$40.40 GL \$404.00

VENDOR		REGAL		BWI		SITE ONE		HARRELLS	
IMAZAPYR- E-PRO-2	1	QT	\$0.00 QT \$0.00	\$0.00 QT \$0.00	\$54.00 QT \$54.00	\$0.00 QT \$0.00	\$0.00 QT \$0.00	\$0.00 QT \$0.00	\$0.00 QT \$0.00
TURF ENHANCER	1	GL	\$0.00 GL \$0.00						
PRIMO MAXX	1	GL	\$285.34 GL \$285.34	\$580.00 GL \$580.00	\$267.46 GL \$267.46	\$258.00 GL \$258.00	\$258.00 GL \$258.00	\$258.00 GL \$258.00	\$258.00 GL \$258.00
LEGACY	2.5	GL	\$380.00 GL \$950.00						
DISMISS	2	GL	\$1,150.00 GL \$2,300.00	\$1,146.00 GL \$2,292.00	\$1,240.00 GL \$2,480.00	\$1,278.00 GL \$2,556.00	\$1,278.00 GL \$2,556.00	\$1,278.00 GL \$2,556.00	\$1,278.00 GL \$2,556.00
KATANA	25	OZ	\$37.60 \$940.00	\$0.00 OZ \$0.00	\$37.60 OZ \$940.00				
MSMA 6 PLUS	5	GL	\$30.20 GL \$151.00	\$25.60 GL \$128.00	\$32.74 GL \$163.70	\$30.80 GL \$154.00	\$30.80 GL \$154.00	\$30.80 GL \$154.00	\$30.80 GL \$154.00
ANDERSONS GOOSE/CRAB	345.6	#	\$0.00 # \$0.00	\$2.90 # \$1,002.00	\$0.00 # \$0.00	\$3.44 # \$1,188.00	\$3.44 # \$1,188.00	\$3.44 # \$1,188.00	\$3.44 # \$1,188.00
PROXY	30	GL	\$33.35 GL \$1,000.50	\$34.00 GL \$1,020.00	\$42.74 GL \$1,282.20	\$39.20 GL \$1,176.00	\$39.20 GL \$1,176.00	\$39.20 GL \$1,176.00	\$39.20 GL \$1,176.00
CHLOROPYRIFOS SPC 2 50 W	10	GL	\$58.67 OZ \$586.70	\$48.00 OZ \$480.00	\$50.01 OZ \$500.10	\$62.80 GL \$628.00	\$62.80 GL \$628.00	\$62.80 GL \$628.00	\$62.80 GL \$628.00
DYLOX 420 SL	17.5	GL	\$0.00 GL \$0.00	\$68.40 GL \$1,197.00	\$75.68 GL \$1,324.40	\$74.00 # \$1,295.00	\$74.00 # \$1,295.00	\$74.00 # \$1,295.00	\$74.00 # \$1,295.00
COPPER SULFATE	400	#	\$0.00 # \$0.00	\$1.44 # \$576.00	\$1.90 # \$760.00	\$1.96 # \$784.00	\$1.96 # \$784.00	\$1.96 # \$784.00	\$1.96 # \$784.00
SPRAY COLORANT	40	GL	\$27.50 GL \$1,100.00	\$28.80 GL \$1,152.00	\$20.79 GL \$831.68	\$59.00 GL \$2,360.00	\$59.00 GL \$2,360.00	\$59.00 GL \$2,360.00	\$59.00 GL \$2,360.00
TRICURE PELLETS	30	PL	\$12.00 PL \$432.00	\$11.21 PL \$403.62	\$0.00 PL \$0.00	\$13.75 PL \$440.00	\$13.75 PL \$440.00	\$13.75 PL \$440.00	\$13.75 PL \$440.00
TRICURE LIQUID	30	GL	\$55.00 GL \$1,650.00	\$58.00 GL \$1,740.00	\$41.34 GL \$1,240.20	\$50.00 GL \$1,500.00	\$50.00 GL \$1,500.00	\$50.00 GL \$1,500.00	\$50.00 GL \$1,500.00

VENDOR		REGAL	BWI	SITE ONE	HARRELLS
BLACK ONYX	80	\$0.00 PK	\$17.31 PK	\$12.49 PK	\$1.24 PK
DYE		\$0.00	\$1,385.00	\$999.40	\$99.00

*1 This was bid as a liquid formulation which is not what was specified.

*2 Active ingredient is less than the specifications require.



April 10, 2017

Mr. John J. Kane
City Council Representative

Mr. Kane:

Mr. George Halkiades has submitted his application for the Bartlesville Library Trust Authority. I would like to recommend him for City Council approval at their next meeting. Mr. Halkiades has been a devoted library volunteer, literacy volunteer, and Friends of the Library member for many years. He was an appointed member to the Library Board for six years and was elected Chairman for several consecutive years. I am very pleased he wants to continue his volunteer services to the Library.

I have attached a copy of his application for your review.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Shellie McGill', is written over a faint, larger version of the same signature.

Shellie McGill, Interim Director
Bartlesville Public Library/Bartlesville Area History Museum

Cc: Ed Gordon, City Manager

Denise Goff

From: Elaine Banes <rebanes@cityofbartlesville.org>
Sent: Friday, April 07, 2017 9:38 AM
To: Shellie R. McGill; John J. Kane
Cc: Goff, Denise
Subject: Fwd: New submission from Application for City Boards, Commissions, Committees & Trust Authorities
Attachments: CityLogohorizontal300px.gif
Follow Up Flag: Follow up
Flag Status: Flagged

Good morning,

Below please find George Halkiades' application to serve on the Bartlesville Library Trust Authority for your consideration. There is an opening on this Authority.

Thank you,

Elaine Banes
Executive Assistant
City of Bartlesville
401 S. Johnstone Ave.
Bartlesville, OK 74003
918-338-4282
www.cityofbartlesville.org



From: ian@bitbrilliant.com
To: rebanes@cityofbartlesville.org
Sent: Friday, April 7, 2017 12:12:24 AM
Subject: New submission from Application for City Boards, Commissions, Committees & Trust Authorities

Please check the ones you wish to serve on:

- Bartlesville Library Trust Authority

Name

George Halkiades

Address

1211 Guinn Lane
Bartlesville, Ok 74006

Map It

Home Phone

(918) 333-2428

Cell Phone

(918) 914-9204

Email

Geohalk@gmail.com

What in your background qualifies you for service on the committees chosen (volunteer work, education, employment)?

Served on Library board, tutor in Literacy program for over 10 years, serve on board of Friends of the Library, served on task force to write current city charter, serve as Treasurer of Bartlesville Regional United Way, serve on several others non profit organization boards and committees.

Tell us about your previous community involvement and the duration of your involvement.

Library board 6 years
Charter review committee 1 year
Friends of Library 9 years

What would you like to see this board, commission, committee or authority accomplish?

Wisely and effectively use the Library Endowment funds to help the Bartlesville Public Library meet the needs of all citizens of our community.

CONFIDENTIALITY NOTICE

This message and any included attachments are intended only for the use of the individual or entity to which it is intended and may contain information that is privileged, confidential and exempt from disclosure under applicable law. Unauthorized forwarding, printing, copying, distribution, or use of this information is strictly prohibited and may be unlawful. If you are not the intended recipient, please promptly delete this message and notify the sender of the delivery error by e-mail or you may notify postmaster@cityofbartlesville.org of the error.

(Published in Bartlesville, OK Examiner-Enterprise March 15, 19, and 22, 2017)

INVITATION FOR BIDS

**City of Bartlesville
Johnstone Pavilion Phase 3
Bid No. 2016-2017-037
CDBG# 16750CDBG16**

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 10th day of April, 2017 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, 3rd Floor, City Hall, 401 S. Johnstone, Bartlesville, Oklahoma 74003, (918) 338-4251. Plans, specifications, and contract documents may be examined and are available at a nonrefundable charge of **\$25.00** in this office.

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

A mandatory pre-bid conference will be held on March 30, 2017 at 2:00 p.m. in the City Hall, 3rd Floor Conference Room, 401 S. Johnstone, Bartlesville, Oklahoma.

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

765	SY	Brick Paver Plaza
1175	SY	10' Wide Concrete Sidewalk, 4" Thick
6	EA	Decorative Plaza Lights and associated electrical

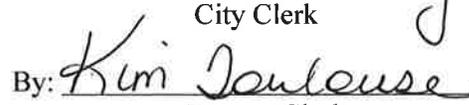
Proposals shall be submitted in sealed envelopes and marked, "City Clerk, City Hall, 401 S. Johnstone, Bartlesville, Oklahoma 74003. **Johnstone Pavilion Phase 3, Bid No. 2016-2017-037**". Proposals shall be accompanied by a five percent (5%) bid guarantee.

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 10th day of March, 2017.


City Clerk
By: 
Deputy Clerk

BID REVIEW RECOMMENDATION

DATE: April 11, 2017

BID NO: 2016-2017-035

DESCRIPTION: Two (2) New 2017 Single Axle Cab & Chassis with
New 20 Yard Rear Load Packer

DEPARTMENT: Sanitation

BID AMOUNT: \$300,000.00

BUDGET AMOUNT: \$273,971.42

COMMENTS: Ten (10) bids were received for bid #2016-2017-035. Premier Truck Group of Tulsa, OK submitted the best and lowest bid meeting specifications. These units will replace existing units used in the Sanitation Department to service commercial and residential customers.

RECOMMENDATION: I recommend award of bid #2016-2017-035 to Premier Truck Group of Tulsa, OK. Bid shall include all items and options. Funding for this purchase will come from the Capital Reserve Fund, in the amount of \$273,971.42.



Council Member or Staff Member

4/11/17

Date

BID REVIEW RECOMMENDATION

DATE: April 11, 2017
BID NO: 2016-2017-036
DESCRIPTION: (One) Half Ton Pickup 4X4 Super Crew Cab
DEPARTMENT: Sanitation Department
BID AMOUNT: \$30,643.00
BUDGET AMOUNT: \$25,000.00

COMMENTS: Two bids were received for bid # 2016-2017-036. Bob Hurley Ford of Tulsa, OK submitted the best and lowest bid meeting specifications. This unit will be primarily used as a supervisor's truck within the Sanitation Department.

RECOMMENDATION: I recommend award of bid #2016-2017-036 to Bob Hurley Ford of Tulsa, OK. Bid shall include all items and options. Funding for this purchase will come from the Capital Reserve Fund, in the amount of \$30,643. The \$5,643.00 dollars over the \$25,000.00 dollar budgeted amount is available from savings of other purchases within the Capital Reserve Fund.



Council Member or Staff Member



Date

BID REVIEW RECOMMENDATION

Date: April 13, 2017
Project: Johnstone Pavilion Phase 3
Bid No: 2016-2017-037 CDBG#16750CDBG16
Department: Engineering Department
Budget Amount and Source of Fund: \$ 258,768.00 – 2016 CDBG and FY 16-17 1/2 Cent Sales Tax (50/50 Match)
\$ 10,098.00 – ½ Cent Sales Tax (Unallocated Funds)
\$ 268,866.00 - TOTAL

PROJECT DESCRIPTION:

The Johnstone Pavilion project is a jointly funded project using Community Development Block Grant (CDBG) funds with a 50/50 match by the City of Bartlesville. The CDBG funds are administered by the Oklahoma Department of Commerce. This is a multi-phase project to construct a new 6,000 square foot open sided pavilion at the entrance into Johnstone Park. The third phase of this project includes installation of a 7500 square foot brick plaza adjacent to the pavilion constructed in Phase I, including lighting for the plaza space. This phase will also include 10-foot wide perimeter sidewalk adjacent to Hensley, Cherokee, and 1st Drive. This phase of the project will be utilizing 2016 CDBG funds and matching funds from the FY 16-17 ½ Cent Sales Tax budget.

COMMENTS:

The project was advertised in the local newspaper, Dodge Report Publications, Southwest Construction News, and Bid News Construction Reports. Seven (7) contractors showed interest and picked up construction documents and five (5) contractors submitted bids. The bid information is as follows:

Contractor	Location	Base
Magnum Construction	Broken Arrow, OK	\$246,949.00
KSL Dirtworks	Bartlesville, OK	\$268,866.00
Whaling Construction	Bartlesville, OK	\$285,102.56
Rick Scott Construction	Tulsa, OK	\$290,738.95
Stout Construction	Claremore, OK	\$306,819.65

The bids were evaluated for addendums, bid bonds, line item prices, and arithmetic. Two (2) of the bids had arithmetic errors, though the errors did not change the order of the bids. One (1) bid by Rick Scott Construction did not include all of the bid form documents, thus it did not qualify. The bid specifications included language that the contractor could not subcontract out more than 40% of the work and that any subcontractors performing more than 10% of the work had to be listed with the bid. Magnum Construction, Rick Scott Construction, and Stout Construction each indicated subcontractors performing more than 40% of the work, thus they did not meet the bid requirements and do not qualify. The second lowest bid by KSL Dirtworks had the necessary bid components and was totaled correctly. The third lowest bid by Whaling Construction had an arithmetic error, but had all of the necessary bid components. The bid was structured to include both a base bid and two (2) bid alternate components. The alternate items included deducts for concrete in lieu of an accent brick border and hydroseed in lieu of sod. If awarded the alternates would not change the order of the bids.

BUDGET AMOUNT:

\$258,768.00 is the total budget for the project. The second lowest bid of \$268,866.00 by KSL Dirtworks is \$10,098.00 over the available budget.

RECOMMENDATION:

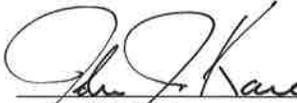
KSL Dirtworks is a local contractor incorporated in 2003. KSL has successfully completed multiple projects for the City of Bartlesville, including the Silver Lake Road extension between Frank Phillips and Tuxedo and they have been one of the primary subcontractors on phases 1 and 2 of the Price Fields renovation projects. KSL also completed the ConocoPhillips plaza work between the Plaza Office Building and City Hall. That project included components similar to

what will be constructed with the Johnstone Pavilion Phase 3 project. Based on KSL's experience and bonding capacity, this project is well within their technical and financial capabilities.

As mentioned previously, the project includes a base bid and deduct bid alternates. Deductive Alternate 1 included alternate pricing for concrete in lieu of the lighter colored brick paver border around the perimeter of the plaza and around the interior landscape areas. Deductive Alternate 2 included alternate pricing for hydroseeding in lieu of sod. The two deducts were bid by KSL as follows.

- Deductive Alternate 1 \$9,270.00
- Deductive Alternate 2 \$10,245.90

The deductive alternates were bid as a price in lieu of other items of work. Taking into consideration the cost savings and the final impact to the finished project, staff does not believe the deducts are justified. Therefore, staff is recommending using \$10,098.00 of unallocated ½ Cent funds to cover the deficit and awarding the base bid to KSL Dirtworks in the amount of \$268,866.00.



Council Member or Staff Member

4/13/17

Date



Office of Larry Silver

Neighborhood Services,
401 S. Johnstone, Bartlesville, OK 74003
918.338.4242 office 918.214.4771
ldsilver@cityofbartlesville.org

4/11/2017

To: Bartlesville City Council Members

From: Larry Silver-Neighborhood Services Supervisor

Subject: Appeal of a Dilapidated Structure Order To Remove Structure-Case # **DS-17-39**
Located at 504 SE CHEROKEE AVE (2 Story Single Family Dwelling)

On 2/22/17 I responded to this location regarding the condition of the property.

The current owner of the property acquired this property on or about 2/28/2012 after making complaints himself about the condition of the dwelling along with the detached (2) story garage apartment on the rear lawn area.

The complaining party subsequently acquired this property and removed the (2) story building on the rear lawn area.

After the new owner attempted to get approval and funding for his intended use of the site, it appears as though there has been no further action to improve the building. It has since set empty since that time. The property transferred on or about 2/28/2012 per county records. There has been no water service here since December 7th 2011 either.

On 2/22/17 I find that the structure has many windows that are boarded over with the boarding material decaying. The roof is in disrepair, the roof over the front porch is rotted away with holes in the decking. The rear door is secured but decayed.

The structure is in need of a paint job on all exterior surfaces. There is some missing/damaged exterior siding as well.

The front porch also has Accumulation of trash/rubbish discarded items on the front porch.

The property will be processed for hearing on 3/9/17 with letters being mailed on 2/24/17.

Violations processed are as follows:

1-Accumulation of trash/rubbish discarded items on the front porch.

2-Dilapidated Structure (2 Story Single Family Dwelling)

Letters mailed to the following:

Owner of Record per tax rolls:

NEHEMIAH COMMUNITY DEVELOPMENT CORP
P O BOX 3263
BARTLESVILLE OK 74006-3263
RE: DS-17-39-Dilapidated Structure (2 Story Single Family Dwelling) 504 SE CHEROKEE AVE
RE: WT-17-134 504 SE CHEROKEE AVE

Registered agent for the Corporation:

ARLANDO PARKER
2115 DEBBIE PL
BARTLESVILLE, OK 74006
RE: DS-17-39-Dilapidated Structure (2 Story Single Family Dwelling) 504 SE CHEROKEE AVE
RE: WT-17-134 504 SE CHEROKEE AVE

3/9/17-Arlando Parker appears as the managing member of the corporation. Arlando Parker acknowledged that he obtained permits to rehab the structure back in 2012 but never followed through with any repairs to the dwelling. I commented that after his grants were denied that he had passively dis-owned the properties as far as maintenance and he concurred.

The structure has some opening this date that are at the ground level that need to be secured to prevent persons from getting inside the building.

Arlando Parker also attempts at the hearing to formulate a plan to rehab the structure instead of having one already formulated.

The hearing officer after listening to Mr. Parker and staff declared the structure as being dilapidated and is to be removed within (30) days or the city is authorized to do the work. The hearing officer also declares the structure as being unsecured and orders it to be secured in a compliant manner within (10) days or the city is authorized to do the work.

Mr. Parker was also issued an appeal form and he expressed his desire to appeal the decision to the City Council. He was advised that he has (10) days to do so.

Arlando was further advised that he needs to demonstrate a strong plan to the City Council that would justify them granting his appeal. Arlando was advised that he just needs to make the stronger case/argument at the appeal. Arlando was also advised that he is going to have to overcome why he has done nothing with the structure since he has had possession of it which was (2/28/12).

The Notice of Dilapidation & Lien was forwarded to the City Clerk on 3/10/17 and the Notice of Boarding & Securing Lien was also forwarded to the City Clerk for filings.

The porch/trash violation is also to be corrected within (30) days.

3/16/17-The trash related matters have been corrected. The ground floor has been boarded & secured.

Staff recommendation: Unless the owner can present and satisfy the City Council that he has a plan of action to rehabilitate the structure with reasonable start & completion dates, staff would ask that the order to remove the structure be upheld. Should the City Council grant the appeal, staff would ask that the council outline reasonable start & completion dates. Staff would also ask that a part of granting the appeal is that the structure is not to be occupied without a certificate of occupancy, that the owner and contractors are to obtain any & all applicable permits/inspections that are needed for the work being performed.

Larry Silver

OFFICIAL ORDER AND NOTICE OF VIOLATION
CITY OF BARTLESVILLE, OKLAHOMA

401 S. Johnstone Ave.
Bartlesville, OK 74003
2/24/2017
DS-17-39

Complaint Type: **Dilapidated Structure (2 Story Single Family Dwelling)**

Owner of Record: **NEHEMIAH COMMUNITY DEVELOPMENT CORP P O BOX 3263 BARTLESVILLE OK 74006-3263,**

Mortgage Holder Name: None Found

Other Mortgage Holder: ,

Additional Mortgage Holder/Person of Interest: ,

Notice is hereby given pursuant to Section 22-112 and Section 22-112.1 of Title 11, Oklahoma Statutes, as amended, that on **(3/9/2017) at 2:00 PM**, the City Manager of Bartlesville or his(her) appointed representative (the Hearing Officer) will conduct a hearing to determine whether the buildings located at: **504 SE CHEROKEE AVE , LEGAL DESCRIPTION: S 50' LOT 8 BLK 49 ORIG BARTLESVILLE , BARTLESVILLE, WASHINGTON COUNTY, OKLAHOMA**

are so dilapidated as to be detrimental to the health, safety, or welfare of the general public and the community, or if it creates a fire hazard which is dangerous to other property, or whether the buildings are unsecured and should be boarded and secured so as to make such buildings less available for transient occupation, decrease a fire hazard created by the buildings, or decrease the hazard that such buildings would constitute an attractive nuisance to children.

Notice is further given that if the Hearing Officer does determine that any of the aforementioned conditions do exist, he or she will direct that the buildings be removed, dismantled, or boarded and secured, or that any hazards be removed.

You may appear at the hearing on the date mentioned above to show cause why the City should not order the removal, dismantling, or boarding and securing of the buildings. The hearing will take place in the first floor conference room in the Bartlesville City Administration Building, 401 S Johnstone Ave., Bartlesville, OK 74003.

You are further notified that should you fail to take the action so ordered, the City may remove, dismantle, or board and secure the buildings and the costs of such work shall be assessed by the Hearing Officer and charged to the owner of the property. If not paid in the time allowed by law after mailing demand for payment, said costs shall be charged against the property as a lien co-equal with an ad valorem tax lien, and the same shall be the personal obligation of the property owner and the City may pursue any civil remedy for collection against the property owner.

Be further advised that any subsequent need to board and secure the buildings within a six-month period after the initial boarding and securing of the buildings pursuant to this Notice may be summarily boarded and secured by the City; that the costs of such boarding and securing shall be assessed against the owner; and that a lien may be imposed on the property to secure such payment, all without further prior notice to the property owner or mortgage holder.

You shall have right of appeal from any orders made here under by the Hearing Officer to the Bartlesville City Council by filing written notice of appeal with the Bartlesville City Clerk within ten (10) days after the hearing date and the order is entered. Any inquiries concerning this Notice should be directed to the Code Enforcement Officer, Neighborhood Services Department for the City of Bartlesville, City Administration Building, located at 401 S Johnstone, Bartlesville, Oklahoma 74003. Larry Silver 918-338-4242 or 918-214-4771 ldsilver@cityofbartlesville.org.


Larry Silver 918-338-4242 or 918-214-4771 ldsilver@cityofbartlesville.org,

**STATEMENT OF MAILING & POSTING
DS-17-39**

RE: Dilapidated Structure (2 Story Single Family Dwelling)

Location: 504 SE CHEROKEE AVE

The undersigned Larry Silver/ Mike Wickham/ Cameron Meyers, Dmitry Branton, hereby states that on the (2/24/2017), he mailed by receipted mail, a true and correct copy of the attached official order and notice of hearing to

Owner of Record:

NEHEMIAH COMMUNITY DEVELOPMENT CORP P O BOX 3263 BARTLESVILLE OK 74006-3263

Mortgage Holder:

None Found, ,

Other Mortgage Holder

Additional Mortgage Holder/Person of Interest:

the same being the property owner(s) shown by the current year's tax rolls in the office of the county treasurer and the mortgage holder(s) shown by the records in the office of the county clerk for the following property.

Location/Address: 504 SE CHEROKEE AVE

Legal Description: S 50' LOT 8 BLK 49 ORIG BARTLESVILLE , BARTLESVILLE, WASHINGTON COUNTY, OKLAHOMA

Further, the undersigned, hereby states that on 2/24/2017, by 4:00 p.m., he posted a true and correct copy of the attached notice on the property located at **Location/Address:** 504 SE CHEROKEE AVE

Legal Description: S 50' LOT 8 BLK 49 ORIG BARTLESVILLE , Bartlesville, Washington County, Oklahoma,

Further, the undersigned, hereby states that on 2/24/2017, by 4:00 p.m., he posted a true and correct copy of the attached notice on the property located at 504 SE CHEROKEE AVE by affixing a copy of the notice to : vehicle, front door/ sign/ tree on vacant land/ stake/ hand delivered/ other



Larry Silver 918-338-4242 or 918-214-4771 ldsilver@cityofbartlesville.org



Person Posting

Hand Delivered 2-23-17 @ our office

City of Bartlesville
ADMINISTRATIVE ORDER

DS-17-39 Re: (Dilapidated Structure (2 Story Single Family Dwelling))

Re: Dilapidated or unsecured building(s) on the following-described property in the City of Bartlesville, Washington County, Oklahoma, to-wit: 504 SE CHEROKEE AVE , LEGAL DESCRIPTION: S 50' LOT 8 BLK 49 ORIG BARTLESVILLE , BARTLESVILLE, WASHINGTON COUNTY, OKLAHOMA

WHEREAS, on (3/9/2017) a hearing was held before the City Manager of Bartlesville or his(her) appointed representative (the Hearing Officer) to determine whether the buildings located on the aforementioned real estate are so dilapidated as to be detrimental to the health, safety, or welfare of the general public and the community, or if it creates a fire hazard which is dangerous to other property, or whether the buildings are unsecured and should be boarded and secured so as to make such buildings less available for transient occupation, decrease a fire hazard created by the buildings, or decrease the hazard that such buildings would constitute an attractive nuisance to children;

WHEREAS, the Hearing Officer having reviewed the notices given of this hearing finds that the same are adequate and sufficient by law. The Hearing Officer having reviewed the evidence and statements presented finds that the buildings located on the subject property are dilapidated and/or unsecured as defined by law and in need of removal, dismantling, or boarding and securing and/or the removal of specified hazards.

IT IS THEREFORE ORDERED that:

the building(s) be removed or dismantled and debris removed from the property.
 the hazards of _____

_____ be removed.

the building(s) be boarded and secured.

by the property owners or their agents _____ within ten (10) days of this date.
_____ within thirty (30) days of this date.
 no later than _____

Upon receipt of this Order, the City Clerk shall immediately file a notice of lien with the county clerk. In the event the owner fails to perform the acts required herein within the allotted time, the Community Development Director is directed to (board & secure the structure) (have the structure removed) and to report the costs of said work to the Hearing Officer for assessment. *See below*

*Arlando Baker appears as
the managing member
of the LLC.*

[Signature]

Hearing Officer
Date *3-9-2017*

*Structure Declared Dilapidated
& to be removed within 30 Days of City will do.
to Be Boarded & Secured within 10 Days
of City will do so.*



Dear: Councilors

Summary:

In '2012 Nehemiah CDC purchased property located at 504 S Cherokee and it has been setting boarded up and vacant for the past four years due to the lack of funding. Today Nehemiah has the funding to renovate this 1910 structure and bring it back to life (a new house) surpassing the city's codes or the neighbor's expectations. If granted a chance to save and renovate this old structure, the renovation will begin as soon as the construction permit is approved.

Plan of Action:

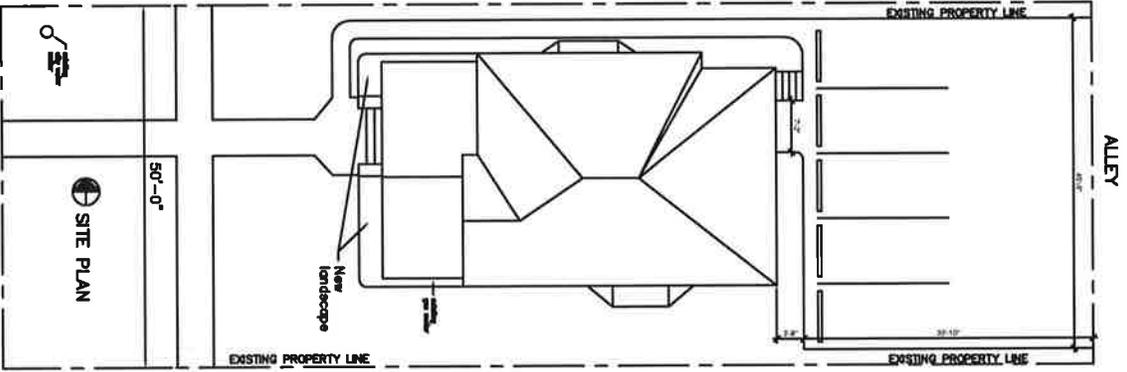
The proposed plan of action is to have the complete renovation done in six months, in the next three months we will have these items completed:

- New Roof
- New Guttering and down spouts
- New Windows and Doors
- New Siding and Trim
- New Paint

Sincerely,



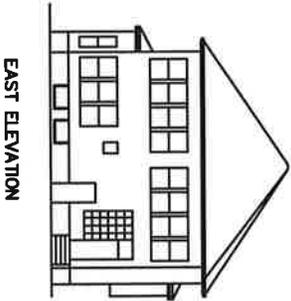
Arlando Parker



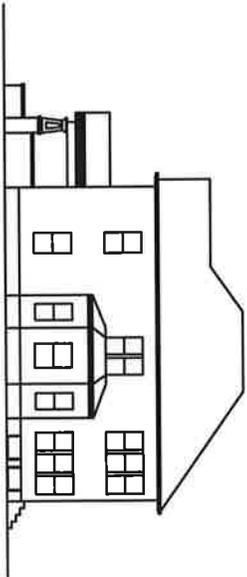
CHEROKEE AVE.

SITE PLAN

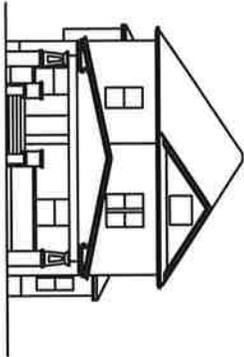
50'-0"



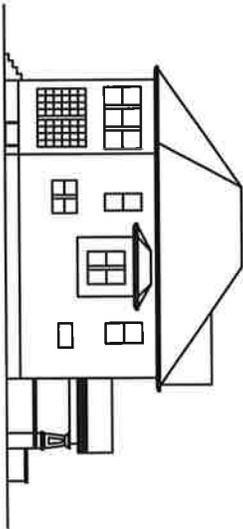
EAST ELEVATION



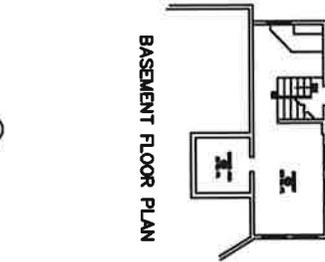
SOUTH ELEVATION



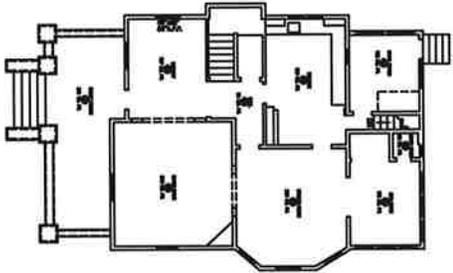
WEST ELEVATION



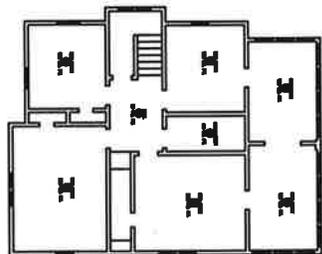
NORTH ELEVATION



BASEMENT FLOOR PLAN



FIRST FLOOR PLAN



SECOND FLOOR PLAN

THE SCOPE OF WORK

DEM. EXISTING GARAGE APARTMENT AND SLAB
 REMOVE EXISTING LATH AND PLASTER FROM WALLS - REINFORCE EXISTING WALL SUPPORTS
 INSTALL NEW WALL AND CEILING INSULATION
 INSTALL NEW GYP. BOARD, T&P, BOG, TEXTURE, AND PAINT ALL WALLS AND CEILING
 PRIME AND PAINT ALL HARDWOOD TRIM
 REPLACE AS NEEDED (VERIFY IN FIELD)
 REMOVE EXISTING KITCHEN CABINETS, PATCH AND REPAIR AS REQUIRED
 REFINISH EXISTING KITCHEN COUNTER TOPS
 INSTALL NEW KITCHEN COUNTER TOPS
 REMOVE EXISTING/INSTALL NEW ROOF SYSTEM
 REMOVE EXISTING/INSTALL NEW WINDOWS
 REMOVE EXISTING/INSTALL NEW ELECTRICAL, UP-GRADE
 INSTALL ALL NEW LIGHT FIXTURES
 INSTALL NEW HVAC SYSTEM
 REMOVE EXISTING/INSTALL NEW PLUMBING AS NEEDED TO SUPPORT NEW FIXTURES (VERIFY IN FIELD)
 REPAIR EXISTING HARDWOOD FLOORS, PATCH AND REPAIR AS REQUIRED
 REPAIR/REPLACE ALL WOOD WINDOW AND DOOR FRAME AS NEEDED
 REPAIR/REPLACE EXISTING EXTERIOR WALL SHEING AS REQUIRED, PAINT
 INSTALL NEW FRONT AND BACK DOORS, REPAIR FRAMES AS NEEDED
 REMOVE/REPLACE ALL DAMAGED SIDEWALKS (VERIFY IN FIELD)
 PATCH AND REPAIR ALL BRICK AND CONCRETE BLOCK JOINTS AS NEEDED (VERIFY IN FIELD)
 INSTALL NEW LANDSCAPING (SEE BUDGET)
 SEAL ALL BASEMENT WALLS

CLIENT: NEHEMIAH CDC		
PROJECT: 504 CHEROKEE		
TITLE: NEHEMIAH HOUSE		
DRAWN BY:	SCALE:	DWG. NO:
CHK:	DATE:	REV:

Arlando parker

From: Steve Miller. <steve815@cox.net>
Sent: Saturday, April 08, 2017 11:02 AM
To: adparker@cableone.net
Subject: Ronco Remodel Quote

Ronco Construction & Supply Co
Since 1971

5330 S Mingo Rd
Tulsa, Ok. 74146

Ph. (918) 622-3341
Fax. (918) 663-9667

4/08/2017

Quote for:
Arlando D Parker
Nehemiah Community Development Corporation
504 S Cherokee
Bartlesville, Ok 74006
(918) 350-0084 cell
(918) 876-4046 office

To tear off roof & wood shingles & install new OSB decking felt metal edge w/ ice & water shield. Install new 3 tab fiberglass shingles.

To install 48 white ViWinTech Ultra 6000 High Efficiency Vinyl Replacement Windows /internal colonial muntin bars & Advance Low-E & Argon Gas.

Install Ply Gem Tradition Vinyl Siding w/ 3/4" insulation under. Box in and cover all soffit & fascia. Cover porch ceiling. Wrap all casings & trim.

Install new seamless aluminum gutter & down spouts.

Includes some wood repairs needed for installation.

Installed prices...
Roofing..... \$10,920.00
Siding..... \$16,825.00
Windows..... \$18,480.00
Gutters..... \$ 1,630.00

Total.....\$47,855.00
Labor discount... \$4,805.00
Final Price..... \$43,050.00

www.roncoconstructionandsupply.com

Steve Miller
(918) 853-3305 cello

504 S Cherokee

2/22/17



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Information will be provided at the meeting.



ACCOUNTING AND FINANCE

MEMORANDUM

TO: Ed Gordon, City Manager

FROM: Mike Bailey, Administrative Director/CFO

SUBJECT: Agreement between the City of Bartlesville and Government Finance Officers Association for consulting services related to the implementation of the City's Enterprise Resource Management System.

GENERAL INFORMATION:

At the Council's first meeting of this month, the City's ERP project was awarded to Tyler Technologies. Staff is excited to begin this process with Tyler, so that we can begin upgrading the City's outdated ERP infrastructure. However, the City of Bartlesville likely would not be this far along in this project without the assistance of GFOA.

Their expertise has been invaluable as the City developed the RFP and in evaluating the proposals that were received. The night that the project was awarded to Tyler, Staff presented the possibility of keeping GFOA on throughout the entire implementation of this project. While the cost of GFOA's assistance is not insignificant, Staff believes that GFOA's assistance will be critical in maximizing the return from this substantial ERP investment.

Attached is a proposal from GFOA for "ERP Implementation Advisory Services". The proposal contains 3 main tasks:

1. **Implementation Transition** – during this task GFOA will assist the City in reviewing all detailed project plans to ensure that these meet the project needs and are in accordance with the established agreement and statement of work. They will also help prepare the City and guide the project governance model.
2. **Project Assistance** – GFOA will continue their role as the lead in any additional contract negotiations and project support to review milestones and invoices. More importantly, GFOA will assist the City's project manager with project coordination and risk identification.
3. **Business Process Overview** – GFOA will review all deliverables to ensure compliance with the agreement, statement of work, and best practices.

Additionally, GFOA will act as an expert advocate for the City during implementation. While I anticipate that this process will be very collaborative between Tyler and the City, I also anticipate significant disagreements at various points during the project. Having a widely respected expert in the field should help resolve these disagreements in the City's favor. These are only a thumbnail of the services that GFOA has agreed to provide.

Page 2

Ultimately, Staff believes that engaging GFOA throughout the implementation process will help to avoid delays, change orders, poor training, and increase acceptance and use of the ERP by City staff in the long run.

GFOA's proposal has the following costs:

Task 1 - \$30,000
Task 2 - \$46,000*
Task 3 - \$80,000
Total - \$156,000

** This is an estimate based on approximately 230 hours. Staff will work with GFOA to ensure that these hours are budgeted at the appropriate times*

This total is within our remaining budget on this project for this fiscal year and should be sufficient to keep GFOA engaged throughout the full 30 month implementation.

Please schedule this item for presentation and approval at the next City Council meeting.

COUNCIL ACTION REQUESTED:

Approve the attached proposal between the City and GFOA.

PROPOSAL TO:



City of Bartlesville, OK

FOR:

ERP Implementation Advisory Services

**Government Finance Officers Association
(GFOA)**



Research and Consulting Center

April 12, 2017

Note: This proposal and description of GFOA methodologies is for the entity listed above. All information herein is confidential and proprietary to GFOA.



Government Finance Officers Association

203 North LaSalle Street, Suite 2700

Chicago, IL 60601-1210

312.977.9700 fax: 312.977.4806

April 12, 2017

Mike Bailey
Administrative Director/CFO
City of Bartlesville - City Hall
401 S. Johnstone
Bartlesville, OK 74003

EMAIL: mlbailey@cityofbartlesville.org

Dear Mike,

The Government Finance Officers Association (GFOA) is pleased to present this proposal to the City of Bartlesville, OK (the City) for implementation advisory services for the City's Enterprise Resource Planning (ERP) project.

This proposal is based on conversations GFOA has had with the City and GFOA's assessment of where our services would be most cost effective and valuable for the City. GFOA has enjoyed working with the City so far on its project and we very much look forward for the opportunity to continue this engagement.

If there are any questions, please let me know.

Sincerely,

A handwritten signature in black ink, appearing to read 'Michael J. Mucha', is written in a cursive style.

Michael J. Mucha
Director, Research and Consulting Center
Government Finance Officers Association

Phone: 312-977-9700

Fax: 312-977-4806

Email: mmucha@gfoa.org



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Project Overview

GFOA brings the expertise gained from our work with hundreds of public sector organizations. We combine this experience with a deep understanding of your organization, industry best practices, and experience with ERP technology. We act as an owner's representative during implementation, focusing on deliverable review, contract compliance, process improvement and overall organizational governance. The end result is assurance that the City has received the best possible value for its investment.

Being independent, objective, and focused on best practices, our consultants can also take this unique perspective to hold the City accountable to its commitments and make sure the City stays on track to succeed in pursuit of its goals.

This proposal includes services for GFOA to continue our engagement with the City's ERP implementation project. Specific services included in this proposal represent areas where GFOA feels it can provide the most value, while limiting costs for the City.

GFOA has divided this proposal into three separate tasks as follows, all of which are designed to cover the ERP project:

- Task 1: Implementation Transition
- Task 2: Project Assistance
- Task 3: Deliverable Review

GFOA consultants assigned to this project include:

- Mike Mucha, Engagement Manager
- Rob Roque, Project Lead
- Mark Mack, Consultant

GFOA has selected these resources due to their knowledge of the City, knowledge of the City's finalist ERP vendors, experience with public sector processes, and implementation experience. Throughout the project, GFOA will work with the City's steering committee, project team, and project manager to provide those services and focus on services that are most beneficial to the City. Specific services and costs are described in more detail throughout this proposal.

Note: Additional GFOA staff may be utilized when necessary to complete project tasks. GFOA will not substitute or utilize consultants without the approval of the City.





Task 1: Implementation Transition

Following contract execution, GFOA will provide three months of advisory services to assist the City with getting the implementation project started. Services provided during this transition period include:

- GFOA Consultants will work with the City to develop a readiness project plan.
- GFOA Consultants will work with the City and the City’s vendor to help set project management expectations for the project
- GFOA will review the project plan for the implementation project
- GFOA proposes to provide project management augmentation services for the preparation activities. A GFOA consultant, with ERP implementation experience, will work with the City project manager to help with readiness tasks.
- GFOA will monitor initial activity from the implementation vendor for contract compliance.
- Assess implementation risks for the project.

Task 1: Implementation Transition	
<i>Frequency</i>	<ul style="list-style-type: none"> • First 3 months of project
<i>Project Consultants</i>	<ul style="list-style-type: none"> • Rob Roque
<i>On-Site Presence</i>	<ul style="list-style-type: none"> • As Necessary
<i>Cost</i>	<ul style="list-style-type: none"> • Month 1 - \$15,000 • Month 2 - \$10,000 • Month 3 - \$5,000
<i>Deliverables</i>	<ul style="list-style-type: none"> • As Needed Reports



Task 2: Project Assistance

GFOA can provide project oversight role throughout the City’s project. A project oversight role with GFOA will enable the City to leverage the presence that GFOA has in the public sector technology industry, and will allow the City to benefit from ERP implementation experience and research along with access to our nationwide membership network. GFOA will also continue our role as lead in contract negotiations for any contract amendments and project support to review milestones and invoices.

As part of the project oversight role, GFOA will assist the City’s project manager with project coordination and identification of risks and issues during the project.

Task 2: Project Oversight	
<i>Frequency</i>	<ul style="list-style-type: none"> • As Needed Throughout Project
<i>Project Consultants</i>	<ul style="list-style-type: none"> • Rob Roque
<i>On-Site Presence</i>	<ul style="list-style-type: none"> • As Necessary



Cost	<ul style="list-style-type: none"> • \$200/Hour (inclusive of travel costs)
Deliverables	<ul style="list-style-type: none"> • As Needed Reports

The following services could be provided as part of Task 1. GFOA will take direction from the City on the specific tasks and assignments that utilize hours included for Task 1

Contract Monitoring

GFOA has in-depth detailed knowledge of the contract and statement of work and can continue to track project progress against acceptance criteria and payment milestones. This is a critical task in ERP implementations. Based on GFOA’s experience, ERP vendors often find it convenient to ignore key contract requirements. GFOA will monitor deliverable activity and if necessary can also review project invoices for contract compliance.

In addition, while we believe our procurement approach significantly reduces the chance that contractual issues will arise during implementation, the City must still be prepared. Because of our detailed knowledge of the statement of work, and our contract negotiation experience and expertise, we are often able to resolve issues or negotiate the scope of necessary change orders saving the City both time and money.

As part of these services, GFOA would be available to assist as issues were identified. The process used to resolve issues may involve phone calls, site visits, document review, and/or other activities.

Overall Project Oversight

Development of a thorough implementation plan is an important component to the development of an effective project structure. Furthermore, throughout an ERP system implementation, plans must be revised and appropriate controls must be present as part of effective project management to minimize deviations from the timeline and/or budget. GFOA can work with vendor and the City project managers to monitor project status, resolve project scope and approach issues, and provide input on improving the logic of the overall plan if necessary. We would also keep the vendor on-track with the overall objectives of the organization as established in the contract agreements.

Essentially, GFOA’s role could be to provide an “early warning mechanism,” to your project manager at various points in the implementation process by tracking the progress of activities within the project plan and identifying risk areas.

Business Process Design

With many processes, GFOA assumes that the City will be making significant changes. GFOA will participate in the business process design sessions when on-site to ensure that the City will deploy best business practices rather than “re-creating the old system.” Additionally, as part of the design process, GFOA can provide research into best business practices and communicate both advantages and disadvantages of specific design decisions based on our implementation experience and/or lessons learned from our member network.

Testing Support

GFOA consultants can assist the implementer and the City project manager in reviewing the testing plans (e.g., unit, integration, user acceptance, etc.), test scripts and required resources to complete testing within the required timeframes.



Participation in Project Management Meetings

GFOA's team can participate in project management meetings and steering committee meetings to provide updates to key stakeholders and help resolve any outstanding issues. If GFOA is not scheduled to be on-site, GFOA will be available to participate by phone (if required).

Other Implementation Services

GFOA is often asked to provide other types of services to clients during implementation. Some of these services have included serving as a subject matter expert, providing additional change management assistance, developing training materials, conducting research, and/or facilitating additional training sessions. If these services are requested, GFOA will work with the City's project manager to develop an appropriate scope within the assumptions of this proposal.



Task 3: Business Process Review

As part of the City's statement of work with its finalist vendor, it is expected that the vendor will be providing several key deliverables/work products. GFOA will work with the City to help set expectations for the vendor, review templates, monitor process for deliverable completion, and provide a detailed review of business process documentation deliverables. GFOA will provide report to the City outlining any issues (either with compliance against the contract or consistency with best practices). (*Note: the specific list may need to be adjusted pending final SOW*). To properly review the deliverables, GFOA expects that it have sufficient levels of participation during the development of the deliverables that may include participation in site visits, conference calls, or other information gathering activities. As part of that participation, GFOA would be available to provide further guidance, best practice information, or other lessons learned. While the focus of our services would be on quality control for the deliverables (and activities leading into the deliverables). GFOA views itself as a partner to the City and would act to help mitigate overall projects risks and resolve issues where possible.

Implementation vendors often require clients to "signoff" before proceeding to the next step as part of project management. Our review of the project deliverables identified in the chart above will ensure contract compliance, verify that the deliverable is complete and consistent with the scope of work and functionality documented in the contract, includes acceptable content, and meets the City's standards of quality. GFOA is able to provide you with analysis of each deliverable to increase your confidence in approving deliverables and ensuring that the City is receiving quality services.

GFOA will also participate in reviewing deliverables and progress towards sign off of final acceptance. Per the contractually required process, final acceptance is a defined process by which the City will effectively sign off on the entire project (or a phase) and end the project. GFOA's services will go into making sure the project has met the required deliverables, scope, system configurations and abilities, and outcomes.



Task 3: Business Process / Final Acceptance Review	
Frequency	<ul style="list-style-type: none"> As Needed Throughout Project
Project Consultants	<ul style="list-style-type: none"> Rob Roque Mark Mack
Cost	<ul style="list-style-type: none"> System Design Document Review (Financials) - \$ 25,000 System Design Document Review (HR/Payroll) - \$15,000 Final Acceptance Review (per phase) - \$20,000
Deliverables	<ul style="list-style-type: none"> Deliverable Review Report



Costs

Task	Milestone	Cost
1	Project Transition	\$30,000
1-1	Month 1 – Transition	\$15,000
1-2	Month 2 – Transition	\$10,000
1-3	Month 3 – Transition	\$5,000
2	Task 2	
2-1	\$200/Hour	\$ 46,000*
3	Deliverable Review	\$80,000
3-1	Design Document Review (Financials)	25,000
3-2	Design Document Review (HR/Payroll)	15,000
3-3	Final Acceptance Review (Finance)	20,000
3-4	Final Acceptance Review (HR/Payroll)	20,000
TOTAL		\$ 156,000

Note: All pricing includes travel costs incurred by GFOA staff.

* Based on the City’s request for services this amount may need to be increased. GFOA will monitor and update the City on use of this \$46,000 (230 hours approximately).



Project Assumptions

- ❖ GFOA will complete tasks in this proposal with a combination of on-site and off-site work. Work performed off site will include review of project deliverables, the development of other GFOA reports. However, to be effective with project oversight,



- some work will occur on-site and GFOA has included expected travel costs in this proposal.
- ❖ GFOA will be provided access to the ERP implementation effort, including access to the ERP system, when on-site and in a remote fashion when off-site, including the project team network and any project management tools (example: SharePoint site). This access will be the same as that afforded to the implementation team. It will also include access to the proprietary tools used by the project team members for implementation of the ERP application.
 - ❖ If it becomes necessary for the City to request additional resources or expand scope beyond what is listed in this proposal, such additional work shall be secured as an amendment to the contract between the City and the GFOA, and the work will be performed at an hourly rate of \$200 per hour. Alternatively, GFOA and the City can develop a fixed-fee price for a discrete deliverable.
 - ❖ As an educational, nonprofit, professional membership association, GFOA reserves the right to publish non-confidential documents describing the results of, or created during, the services described in this scope of work. GFOA will not publish any item with the name of the City without obtaining prior written consent of the government.
 - ❖ GFOA is a nonprofit membership association made up of members representing organizations like the City. GFOA's liability and indemnification under any agreement reached with your organization will be limited to the extent of fees paid by insurance coverage currently in force. This limitation applies to all exposures under this engagement.
 - ❖ The City recognizes that GFOA's role is to provide information, project management support, analysis, and oversight. As such, GFOA bears no responsibility for the performance of the software, hardware, or implementation service suppliers.

