



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

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

**Tuesday, January 19, 2021
7 p.m.**

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

MINUTES

(The Notice of Meeting and Agenda was posted January 14, 2021 at 5:00 p.m.)

City Council present were Mayor Dale Copeland, Vice Mayor Alan Gentges, Jim Curd, Jr., Trevor Dorsey, and Paul Stuart.

City staff present were Mike Bailey, City Manager; Jason Muninger, City Clerk/CFO; Terry Lauritsen, Director of Water Utilities; Lisa Beeman, Director of Community Development; Kelli Williams, Chief Communications Officer; Nancy Warring, Assistant Planner; Greg Collins, Assistant Community Development Director; and Police Chief Tracy Roles, Security.

- 1. The business meeting of the Bartlesville City Council was called to order at 7:00 p.m. by Mayor Copeland.**
- 2. Roll call was conducted a quorum established.**
- 3. The invocation was provided by Councilman Dorsey.**
- 4. Citizens to be heard.**

There were no citizens to be heard.

Mayor Copeland recognized Boy Scout Troop No. 6 who is in attendance for their Citizenship in Community Badge.

5. City Council Announcements and Proclamations.

There were no announcement or proclamations.

6. Authorities, Boards, Commissions and Committee Openings

- Two openings on the Ambulance Commission
- One opening on the Bartlesville Convention & Visitors Bureau
- One opening on the City Planning Commission
- One opening on the Construction and Fire Codes Appeals Board
- Two openings on the Library Board
- One opening on the Park Board
- One opening on the Sewer System Improvements Oversight Committee
- One opening on the White Rose Cemetery Board

Mayor Copeland read the openings and encouraged citizens to volunteer on City Committees. Applications can be found at www.cityofbartlesville.org or at City Hall in the City Manager's Office.

7. Consent Docket

a. Approval of Agreements, Change Orders, Contracts, and Lease Agreements

- i. Change Order 4 with McAnaw Construction for the Water Utilities Renovation Project.

Mayor Copeland read the consent docket in its entirety.

Mr. Stuart moved to approve the consent docket as presented, seconded by Mr. Curd.

Aye: Mr. Stuart, Mr. Dorsey, Mr. Curd, Vice Mayor Gentges, Mayor Copeland
Nay: None
Motion: Passed

8. Hold a public hearing to obtain citizen input on the 2020 CDBG Coronavirus Response Grant and to authorize staff to proceed with the submittal of a grant application. Presented by Nancy Warring, Assistant City Planner.

Ms. Warring reported that the Citizens Participation Plan requires that the City Council and staff discuss COVID response needs for Bartlesville and explain the five grant related items. The first of the five items is to provide the amount of funds available for the State of Oklahoma, which is \$8,072,433.48, which will be distributed to 18 eligible cities. Bartlesville could receive \$700,000 but based on local need, Bartlesville could use and will request up to \$1M. The second of the five items is to report the range of activities that may be undertaken with the funds. They are as follows: (1) utility assistance for up to six months of assistance with delinquent bills due to COVID-19 for water, gas, and electric; (2) rental assistance to households who have experienced a loss of income due to COVID for up to six months; (3) medical assistance to include supplies and equipment such as PPE's to protect employees or the general public from further spreading/contracting Coronavirus in hospitals, mental health facilities, and public transportation vehicles; equipment and chemicals for sanitation of facilities; and coronavirus testing kits; (4) mental health assistance including supplies and services for mental health such as PPE for mental health workers, equipment and chemicals for sanitation of facilities, electronics configured to serve only as a form of mental health service and to adhere to social distancing guidelines that will be provided; and (5) nutrition assistance including supplies and equipment necessary to support LMI individuals affected with perishable and non-perishable foods, PPE and necessary equipment to serve individuals while maintaining social distancing for programs such as food banks, drive-through food pickups and direct home food delivery.

Ms. Warring continued by stating that third grant related item is the estimated amount of funds proposed to be used for activities that will benefit low and moderate income persons. Eligibility will be determined one at a time as services are provided, therefore 100% of Bartlesville's grant funds will benefit low and moderate income persons. The fourth grant related item to report are the proposed CDBG-CV activities likely to result in displacement and any anti-displacement and relocation plans developed by the City in accordance with Section 104(d)(1) and (2) of the Act. None of the activities will result in displacement. The fifth grant related item

is to report the basis on which the City may provide technical assistance representative of persons of low and moderate income, and the level and type of assistance to be provided is at the discretion of the City and does not necessarily include providing funding to such groups. City staff has contacted several existing non-profit organizations within the community that currently work with low to moderate income persons to provide the types of services allowable under this grant program to determine their interest in partnering with the City to implement the grant activities.

Ms. Warring reported on the need for COVID relief in Bartlesville. In evaluating the five eligible grant activity areas, City staff recommends rental assistance and utility assistance as two of the greatest unmet needs for COVID-19 relief in Bartlesville. The increasing demand for both rental and utility assistance has been recognized by experts throughout the United States. She provided statistics from the Urban Institute who has reported estimates of 306 low-income jobs in Bartlesville have been lost due to COVID-19; the Bureau of Labor Statistics identified employment in three categories as one priority for funding as 1) mining, quarrying, and oil and gas extraction, 2) arts, entertainment, and recreation, and 3) accommodation and food services; the National Council of State Housing Agencies reported that by January 2021, the range of rent shortfall in Oklahoma would be between \$248 million and \$323 million; and the 2019 American Community Survey reported that potentially 1,210 to 1,675 renter households would be unable to pay rent and would be at risk of eviction in Bartlesville. Quantifying the need for COVID relief services is more difficult to confirm on the local level due to the number of non-profit and faith-based community organizations that provide a variety of assistance programs to the low and moderate income population, but the following information clearly identifies that the need is present and continues to grow in our community. In the Spring of 2020, United Way offered COVID-19 Impact Grants to assist area non-profits. By mid-May, they had received 52 grant requests, and the major area of need was feeding individuals and helping with rent and utilities. By August they had distributed \$331,000 to non-profits. Agape Mission, which provides on-site prepared meals, indicated that they normally feed around 250 per day. At the end of 2020, that had increased to an average of 350 meals per day. Concern provides emergency food, utility, rent, hotel and prescription assistance. They noted an increase in the need for emergency lodging due to homelessness issues and an increase in assistance due to power and water shut-offs. They indicated that the majority of people with utility shut-offs stated that COVID was part of the cause. They also said their financial assistance in 2020, which was of \$22,000 was double that of 2019. Ms. Warring concluded by reporting that City staff has met with local agencies to quantify Bartlesville's need for COVID relief and to determine which agencies are best suited to meet the strict requirements of the grant. Based on what staff found, it is recommended to apply for rental assistance, utility assistance, and mental health assistance.

Mayor Copeland opened the public hearing at 7:15 p.m. There being no one appear to speak, the Mayor closed the public hearing at 7:16 p.m.

Mayor Copeland reiterated how needs have escalated in our community as relayed by Agape and the United Way.

Vice Mayor Gentges moved to authorize staff to proceed with the submittal of 2020 CDBG Coronavirus Response Grant application choosing the three areas of Utility Assistance, Rental Assistance and Mental Health Assistance as presented, seconded by Mr. Stuart.

Mr. Stuart stated that rental assistance will provide a great service to eliminate homelessness and dealing with vacant properties. Mr. Curd stated that COVID has affected food service and that he knows many who would benefit from this. Mayor Copeland expressed how tourism in our area has also been affected. Mr. Curd appreciated City staff for completing grants such as this to assist our community. In response to the Mayor's questions regarding a timeline to receive funds, Ms. Warring responded it could be a couple of months before the decision is made.

Aye: Mr. Dorsey, Mr. Curd, Vice Mayor Gentges, Mr. Stuart, Mayor Copeland
Nay: None
Motion: Passed

9. City Manager and Staff Reports.

There was no report.


10. City Council Comments and Inquiries.

Mr. Stuart reminded citizens that Monday's trash service will be picked up tomorrow, Wednesday, January 20.

Mayor Copeland provided comments on how great the Bartlesville community is and how thankful he is that no matter the issue, we continue to support one another.

11. There being no further business to address, Mayor Copeland adjourned the meeting at 7:21 p.m.


Dale W. Copeland, Mayor


Jason Muninger, City Clerk/CFO

