



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

**SPECIAL MEETING OF THE  
BARTLESVILLE MUNICIPAL  
AUTHORITY**

**Monday, June 7, 2021  
Immediately following the  
Bartlesville Education Authority  
Special Meeting  
beginning at 7 p.m.**

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

**AGENDA**

- 1. Call to order the business meeting of the Bartlesville Municipal Authority by Chairman Copeland.**
- 2. Roll Call and Establishment of a Quorum.**
- 3. Discuss and take action to approve the Special Meeting Minutes of March 1, 2021.**
- 4. Discuss and take action to adopt the Bartlesville Municipal Authority FY 2021-2022 Budget. Presented by Jason Muninger, City Clerk/CFO and Secretary to the Bartlesville Municipal Authority.**
- 5. BMA Trustee Comments and Inquiries.**
- 6. Adjournment.**

**The Notice of Meeting and Agenda was received and filed in the Office of the City Clerk and posted in prominent public view at City Hall at 5 p.m. on Thursday, June 3, 2021.**

*Jason Muninger*

**Jason Muninger, CFO/City Clerk**

*/s/ Elaine Banes*

**by Elaine Banes, Deputy City Clerk**

All discussion items are subject to possible action by the Bartlesville Municipal Authority (BMA). Agenda items requiring a public hearing as required by law will be so noted. The BMA 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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**MINUTES OF THE  
SPECIAL MEETING  
OF THE  
BARTLESVILLE MUNICIPAL  
AUTHORITY**

**Monday, March 1, 2021  
7 p.m.**

**Chairman Dale Copeland**

**MINUTES**

(The Notice of Meeting and the Agenda was posted February 25, 2021 at 5:00 p.m.)

Trustees present were Chairman Dale Copeland, Trustees Jim Curd, Jr., Trevor Dorsey and Paul Stuart.

City staff present were Mike Bailey, City Manager; Jess Kane, City Attorney; Jason Muninger, Secretary to the BMA and City Clerk/CFO; Lisa Beeman, Director of Community Development; Terry Lauritsen, Director of Water Utilities; Micah Siemers, Director of Engineering; Fire Chief John Banks; Kelli Williams, Chief Communications Officer; Laura Sanders, Director of Human Resources; Nancy Warring, Assistant City Planner; Police Chief Tracy Roles, Security; and Elaine Banes, Executive Assistant.

- 1. Chairman Copeland called the Business Meeting of the Bartlesville Municipal Authority to order at 7:00 p.m.**
- 2. Roll call was conducted and a quorum established.**
  - 1. The invocation will be provided by Pastor Kelley Becker, Disciples Christian Church.**
  - 2. Citizens to be heard.**

There were no citizens to be heard.

The Mayor took a moment to recognize scouts of Troop 2 who were in attendance to earn their Citizenship in Community Badge.

- 3. Discuss and take possible action to approve the Special Meeting Minutes of August 3, 2020.**

Mr. Curd moved to approve the minutes of August 3, 2020 as presented, seconded by Mr. Dorsey.

Aye: Mr. Stuart, Mr. Dorsey, Mr. Curd, Chairman Copeland  
Nay: None  
Motion: Passed

- 4. Consider and take possible action with respect to a Resolution authorizing the Bartlesville Municipal Authority (the "Authority") to issue its Utility System Revenue Note, Series 2021 (the "Note") in the aggregate principal amount of \$27,966,000; waiving competitive bidding and authorizing the Note to be sold on a negotiated basis;**

approving and authorizing execution of a Supplemental Note Indenture authorizing the issuance and securing the payment of the Note; providing that the organizational document creating the Authority is subject to the provisions of the Indenture; ratifying and confirming an Amended Lease Agreement and Operation and Maintenance Contract by and between the City of Bartlesville, Oklahoma (the "City") and the Authority pertaining to the City's water and sanitary sewer systems; authorizing the execution of the Note and other documents relating to the transaction, including professional services agreements; and containing other provisions relating thereto. Presented by Allan A. Brooks, Attorney at Law, The Public Finance Group PLLC.

Mr. Brooks reported that Jon Wolff, Municipal Finance Services, was also in attendance. He explained the refinancing of 2019 Note at a better rate. The gross savings will be approximately \$1,354,000 which is about \$90,000 a year over 14 years. Terms stay the same and can be prepaid without penalty.

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

Aye: Mr. Dorsey, Mr. Curd, Mr. Stuart, Chairman Copeland  
Nay: None  
Motion: Passed

**5. BMA Trustee Comments and Inquiries.**

There were no comments or inquiries.

**6. There being no further business to address, Mayor Copeland adjourned the meeting at 7:10 p.m.**

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Dale W. Copeland, BMA Chairman

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Jason Muninger, BMA Secretary



**ACCOUNTING AND FINANCE**

**MEMORANDUM**

**TO:** BMA Board of Trustees

**FROM:** Jason Muninger  
BMA Secretary

**SUBJECT:** Adoption of the Bartlesville Municipal Authority FY 2021-22 budget.

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**GENERAL INFORMATION:**

The proposed budget for the Bartlesville Municipal Authority is included below for your consideration and approval on Monday, June 7, 2021.

This proposed budget was considered during the City’s budget discussions but must be approved separately from the City budgets.

The Authority maintains three funds, but there are no appropriations for the BMA – General Fund in this year’s budget. The total appropriations for the Authority as a whole are \$14,797,018. A majority of the budgeted amounts are for debt service and to reimburse the Water and Wastewater Operating funds for operating costs.

The main sources of revenue are water and sewer service fees and investment earnings.

<b>BARTLESVILLE MUNICIPAL AUTHORITY</b>	
<b>BMA - Wastewater Fund:</b>	
BMA Wastewater Operating	\$ 28,400
Transfers Out	4,574,224
Total BMA - Wastewater	<u>\$ 4,602,624</u>
<b>BMA - Water Fund:</b>	
BMA - Water Operating	\$ 3,048,026
Transfers Out	7,146,368
Total BMA - Water	<u>\$ 10,194,394</u>
<b>Total BMA Funds</b>	<b><u>\$ 14,797,018</u></b>

**TRUSTEE ACTION REQUESTED:**

Adopt the BMA budget by motion as presented.