



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

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

**Monday, June 14, 2021
12:00 p.m. (noon)**

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

MINUTES

(The Notice of Meeting and Agenda was posted June 10, 2021 at 11:00 a.m.)

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

City staff present were Mike Bailey, City Manager; Jess Kane, City Attorney; Jason Muninger, CFO/City Clerk; Lisa Beeman, Director, Community Development; Micah Siemers, Director, Engineering; Greg Collins, Assistant Director, Community Development; Nancy Warring, Assistant Planner, Community Development; Kelli Williams, Chief Communications Officer; Police Chief Tracy Roles; and Elaine Banes, Executive Assistant.

- 1. Mayor Copeland called the business meeting of the Bartlesville City Council to order at 12:00 p.m.**
- 2. Roll call was conducted and a quorum established.**
- 3. Ms. Roane provided the invocation.**
- 4. Citizens to be heard.**

There were no citizens to be heard.

- 5. City Council Announcements and Proclamations.**

There were no announcements or proclamations.

- 6. Discuss and take possible action to approve a Citizen Participation Plan for the 2021 Community Development Block Grant (CDBG) Small Cities Set Aside Program. Presented by Nancy Warring, Assistant City Planner, Community Development.**

Ms. Warring reported that the City of Bartlesville is eligible to apply for funding from the 2021 CDBG Program. As part the application and administration process, the City is required to adopt an updated Citizen Participation Plan that sets forth opportunities for citizen involvement and input in the process. As set forth in the Plan, a public hearing will be held to receive input on how the Program Funds should be used. Following the public hearing, the Council will determine how to best utilize the grant funds and will direct staff to proceed with the writing and submittal of a grant application. The updated Citizen Participation Plan will be submitted with the application.

Mr. Stuart inquired as to which Census Tracts the grant funding can be applied. Ms. Warring reported that Census Tracts 2, 3 & 9 as deemed eligible by HUD.

Ms. Roane moved to approve the Citizen Participation Plan for the 2021 CDBG Grant as presented, seconded by Mr. Stuart.

Voting Aye: Ms. Roane, Mr. Stuart, Mr. Dorsey, Vice Mayor Curd, Mayor Copeland
Voting Nay: None
Motion: Passed

- 7. Hold a public hearing for the purpose of obtaining citizen views of CDBG needs and the development of activities being proposed for CDBG funding for submission of a FY 2021 CDBG Small Cities Program application; take possible action to approve a specific project for which staff shall submit a CDBG application; and take possible action on a Resolution requesting financial assistance from the Oklahoma Department of Commerce for participatory grant funding through the FY 2021 CDBG Small Cities Program. Presented by Nancy Warring, Assistant City Planner, Community Development.**

Ms. Warring reported that the City of Bartlesville has participated in the Community Development Block Grant Small Cities Set Aside program for over 20 years and has been awarded grant funds totaling \$2,177,828.80. These funds have been matched with City funds in the amount of \$3,061,561.81 to assist in public infrastructure improvements in three Census Tracts within west Bartlesville, which are eligible as low-moderate income areas. The historical use of the funds were listed in the Council packet. The City is one of nine communities eligible to apply for 2021 CDBG Small Cities funds, with Bartlesville's allocation being \$228,333.00. A one to one match is required with the total being \$456,666.00 for project funding. Staff proposes improvements to 5th Street from Sunset Boulevard to Santa Fe Avenue, along with installation of a 4-foot sidewalk on the north side. This is approximately three-quarters of a mile of improvements along a basically non-profit corridor where social services to numerous residents in the area occur. A requirement of the application is to hold a public hearing for the purposes of soliciting public input and informing citizens of the proposed grant project scope of activities.

Mayor Copeland opened the public hearing at 12:14 p.m. Appearing to speak was Lorrant Carney, Director of the Westside Community Center. He provided his input in support of the project to improve 5th Street from Sunset Blvd. to Santa Fe Avenue, with sidewalk. He added that additional street lighting would also be beneficial to the area.

There being no one further appear to speak, Mayor Copeland closed the public hearing at 12:17 p.m.

Discussion covered how there is a street light policy that includes possible mid-block lighting in addition to the intersection lighting; that the Public Works Director is authorized to analyze the need for additional lighting and approve additional lighting in accordance with the existing policy; drainage projects have been completed in this area recently; there are spotty drainage issues near Agape Mission and Mary Martha Outreach Center that can be addressed by Engineering; curb and guttering will be added to this project with funds outside of the grant funding; the projects brought forward for approval are decided by City staff who have reviewed the needs in the approved Census Tracts; and the matching funds were approved by City Council in the Capital Reserve portion of the FY 2021-22 Budget.

Mr. Stuart moved to approve the CDBG Grant funding and matching funds to make improvements to 5th Street from Sunset Blvd. to Santa Fe Ave. as presented, seconded by Mr. Dorsey.

Voting Aye: Mr. Stuart, Mr. Dorsey, Vice Mayor Curd, Ms. Roane, Mayor Copeland
Voting Nay: None
Motion: Passed

Mr. Curd moved to approve the Resolution requesting financial assistance from the Oklahoma Department of Commerce for participatory grant funding through the FY 2021 CDBG Small Cities Program as presented, seconded by Mr. Stuart.

Voting Aye: Ms. Roane, Mr. Stuart, Mr. Dorsey, Vice Mayor Curd, Mayor Copeland
Voting Nay: None
Motion: Passed

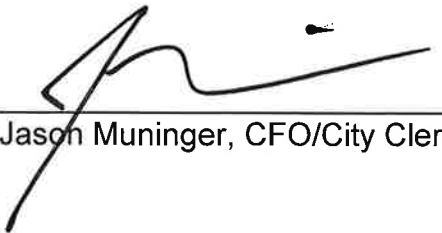
8. City Manager and Staff Reports.

Mr. Bailey apprised the City Council that a 2020 Audit was required to be submitted with the above FY 2021 CDBG Grant Application. Due to the City's software upgrades, the 2020 Audit will not be ready until September, therefore not meeting the deadline for the application which is June 15, 2021. Staff continues to work with and provide documentation to the Oklahoma Department of Commerce, the administering agency, to move the application forward for acceptance. Due to the long term relationship with the ODOC regarding CDBG funding, staff is anticipating the application will be accepted. Staff will keep the City Council updated on the application.

9. City Council Comments and Inquiries.

There were no comments or inquiries.

10. There being no further business to address, Mayor Copeland adjourned the meeting at 12:29 p.m.



Jason Muninger, CFO/City Clerk



Dale W. Copeland, Mayor

