



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

REGULAR MEETING OF THE BARTLESVILLE CITY COUNCIL

Monday, May 6, 2024
Immediately following the
Special Meeting of the
Bartlesville Municipal Authority
beginning at 5:30 p.m.

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. **Citizens to be heard.**
4. **City Council Announcements and Proclamations.**
 - Purple Heart City Proclamation
 - National Police Week May 12-18, 2024 Proclamation
 - Presentation of Meritorious Conduct Awards to Police Officers Sergeant Jarred Burdick, Sergeant Caleb Samson, School Resource Officer Maggie Blevins; Citizens Thad Freidman, Peter Emmitt, Bon Bennett, Jack Williams, Craig Flowers, John Donoghue; and Firefighters Jacob Hickok, Trevor Rabbitt, Jerison Monday and Matthew Larson. Presented by Police Chief Kevin Ickleberry and Fire Chief David Topping.
5. **Authorities, Boards, Commissions and Committee Openings**
 - One opening on the Ambulance Commission
 - One opening on the Bartlesville Area History Museum Trust Authority
6. **Consent Docket**
 - a. **Approval of Minutes**
 - i. The Regular Meeting Minutes of April 1, 2024.
 - ii. The Special Meeting Minutes of April 15, 2024.
 - iii. The Special Workshop Meeting Minutes of April 15, 2024.
 - b. **Approval or Ratification of Appointments to Authorities, Boards, Commissions, and Committees.**
 - i. Appointment of Ms. Allison Swift, Mr. Orville Burks and Ms. Kristy Kier to three year terms each on the Street and Traffic Committee at the recommendation of Councilmember Roszel.
 - ii. Appointment of Mr. Cole Crockett to a three-year term on the Sewer System Improvements Oversight Committee at the recommendation of Mr. Dorsey.
 - iii. Appointment of Ms. Jan Watt to a three-year term on the Community Center Trust Authority at the recommendation of Mayor Copeland.
 - iv. Reappointment of Mr. Richard Keim for an additional three-year term on the Ambulance Commission at the recommendation of Mayor Copeland.
 - v. Appointment of Dr. Gopal Chandrasekharan for a three-year term on the Keep Bartlesville Beautiful Committee at the recommendation of Mayor Copeland.

c. Approval of Resolutions

- i. Amending the Agreements by Resolution to the City Council's employee agreements with the City Manager, City Attorney, and Municipal Judge.
- ii. Approving a Cooperative Law Enforcement Agreement by Resolution between the City of Bartlesville and the Bureau of Indian Affairs.

d. Approval of Agreements, Contracts, Engagement Letters, Change Orders, Memorandums of Understanding, and Grant Applications.

- i. Renewal of City Manager's Employment Agreement.
- ii. Contract with Stephen Smith and The City of Bartlesville/Bartlesville Public Library for a Summer Reading Program performance.
- iii. T-Hangar Lease Agreement with Brittany Day and the City of Bartlesville/Bartlesville Municipal Airport.
- iv. Contract between the City of Bartlesville and Debbie Neece, for a period of temporary employment to assist in the training and orientation of the incoming Collections Manager, Casey Sullivan.
- v. Lease Agreement Amendment #1 with Intuitech for equipment to conduct a pilot study for the Wastewater Treatment Plant Expansion Improvements.
- vi. Agreement between the City of Bartlesville and Churches United for Community Concern, Inc. (CONCERN), setting out the roles and responsibilities for implementing the 2021 CDBG-Coronavirus Relief Program grant modification for rehabilitation of facilities to improve indoor air quality.
- vii. 2024 Addendum to the Administrative Services Agreement between the City of Bartlesville and RxBenefits.

e. Approval of Reelection of OMAG Board of Trustees

- i. Reelect Mike Bailey and Craig Stephenson to the OMAG Board of Trustees.

f. Receipt of Financials

- i. Interim Financials for nine months ending March 31, 2024.

g. Receipt of Bartlesville NEXT Report

- i. Bartlesville NEXT Progress Report – April 2024

7. **Public hearing and possible action on a request by Andrew Oleson to close a portion of a 20-foot-wide utility easement located on the north side of Lot 28, Block 37, Pennington Hills, Fifth Addition, Bartlesville, Washington County, Oklahoma. Presented by Micah Siemers, P.E., Director of Engineering.**
8. **Public hearing and possible action on a request by Arcadian Housing to close a portion of nineteen (19) different 7.5-foot-wide utility easements located in Oak Wood Addition, Bartlesville, Washington County, Oklahoma. Presented by Micah Siemers, P.E., Director of Engineering.**
9. **Public hearing and possible action on a Resolution adopting the City of Bartlesville Budget for Fiscal Year 2024-2025 and establishing budget amendment authority, authorizing the cancellation of encumbrances which are not due and payable as of June 30, 2024, and re-appropriating amounts of cancelled encumbrances to the same fund and department for Fiscal Years 2024-2025. Presented by Jason Muninger, CFO/City Clerk.**
10. **Discuss and take possible action to approve the Capital Improvements Program (CIP) Budget for Fiscal Year 2024-2025. Presented by Micah Siemers, P.E., Director of Engineering.**
11. **Presentation of Street & Traffic Committee recommended Preventative Maintenance Street Projects for approved funding in FY's 21-22, 22-23, and 23-24, with possible action for Council recommendation. Presented by Micah Siemers, P.E., Director of Engineering.**

12. Presentation of staff recommended issuance schedule for 2023 General Obligation Bond Projects with possible action for Council recommendation. Presented by Micah Siemers, P.E., Director of Engineering.
13. Presentation and receipt of the FY 2023-2024 Annual Report of the Bartlesville Development Authority and the plan, and take possible action to approve the proposed operating budget for FY 2024-2025, appropriating funds from the Economic Development Fund to support annual operations. Presented by David Wood, President, Bartlesville Development Authority.
14. Discuss and take possible action to approve the annual contract between the City of Bartlesville and the Bartlesville Development Authority for Economic Development Services for the period of July 1, 2024 through June 30, 2025. Presented by David Wood, President, Bartlesville Development Authority.
15. Receive Visitors Inc. FY 2023-24 Annual Report, and take possible action to approve the Visitors Inc. Fiscal Year 2024-25 Operating Budget. Presented by Maria Gus, Executive Director, Visit Bartlesville.
16. Discuss and take possible action to approve the Destination Marketing Agreement between the City of Bartlesville and Visit Bartlesville for the period of July 1, 2024 through June 30, 2025. Presented by Maria Gus, Executive Director, Visit Bartlesville.
17. Discuss and take possible action on the strategic direction of Adams Municipal Golf Course. Presented by Laura Sanders, Assistant City Manager.
18. Discuss and take possible action to adopt an ordinance permitting the use of golf carts on City streets. Presented by Mike Bailey, City Manager.
19. Discuss and take possible action to formally receive applications for Ward 4 City Council seat.
20. New Business.
21. City Manager and Staff Reports.
22. City Council Comments and Inquiries.
23. Adjournment.

The Agenda was received and filed in the Office of the City Clerk and posted in prominent public view at City Hall at 5:30 p.m. on Thursday, May 2, 2024.

Jason Muninger

Jason Muninger, City Clerk/CFO

/s/ Elaine Banes

by Elaine Banes, Deputy City Clerk

City of Bartlesville Website: <https://www.cityofbartlesville.org/city-government/city-council/meeting-agendas/>
Live Streaming: <https://www.cityofbartlesville.org/city-government/city-council/webcast/>
Sparklight: Channel 56

Open Meetings Act Compliance (25 O.S. Sec. 301 et seq.): all discussion items are subject to possible action by the City Council. Official action can only be taken on items which appear on the agenda. The City Council may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the City Council may refer the matter to the City Manager, Staff or City Attorney, or back to a committee or other recommending body. Under certain circumstance, items are deferred to a specific later date or stricken from the agenda entirely. 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.