



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

REGULAR MEETING OF THE BARTLESVILLE CITY COUNCIL

Monday, August 5, 2024
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. The Invocation will be provided by Pastor Chuck McCarthy, The Bible Church.
4. Citizens to be heard.
5. City Council Announcements and Proclamations.
6. **Authorities, Boards, Commissions and Committee Openings**
 - One opening on the Ambulance Commission
 - One opening on the Bartlesville Museum Trust Authority
 - One opening on the Bartlesville Water Resources Committee (Ward 4 Representative)
7. **Consent Docket**
 - a. **Approval of Minutes**
 - i. The Regular Meeting Minutes of July 1, 2024.
 - b. **Approval and/or Ratification of Appointments to Authorities, Boards, Commissions, and Committees.**
 - i. Appointment of Mr. Tom Bucher to a three-year term to the Adams Golf Course Operating Committee at the recommendation of Councilmember Dorsey.
 - ii. Appointment of Mr. Steve Munkirs to fill an unexpired term on the City Planning Commission at the recommendation of Councilmember Schipper.
 - iii. Reappointment of Mr. Scott Hopson and Ms. Laura Wood to additional three-year terms each on the Bartlesville Library Trust Authority at the recommendation of Councilmember Roszel.
 - c. **Approval of Resolutions**
 - i. Amending the budget of the City of Bartlesville for Fiscal Year 2023-24 appropriating unanticipated revenue for the Health Insurance Fund to cover the rise in medical costs.
 - ii. Amending the budget of the City of Bartlesville for Fiscal Year 2023-24 appropriating unanticipated revenue for the Health Insurance Fund to cover unexpected specialty drug costs.
 - iii. Amending the budget for the City of Bartlesville for Fiscal Year 2024-2025 appropriating unbudgeted fund balance in the Golf Course Memorial Fund.
 - d. **Approval and/or Ratification of Agreements, Contracts, Engagement Letters, Change Orders, Addendums, Employment Agreements and Memorandums of Understanding.**

- i. Agreement for Professional Document Digitization Services with ARC Document Solutions for a digital conversion of Community Development Department files.
- ii. Engagement Agreement between the City of Bartlesville and Crawford & Associates, P.C. for audit consulting services.
- iii. Service Agreement between the City of Bartlesville and Remington Cleaning, LLC for cleaning services for the Bartlesville Police Department.
- iv. Contract between the City of Bartlesville/Bartlesville Public Library and the Oklahoma Department of Libraries to receive E-Rate Category 2 funds for improvements to technological infrastructure previously approved by City Council on March 4, 2024.
- v. Contract between the City of Bartlesville/Bartlesville Public Library and the Oklahoma Department of Libraries to receive grant funds to pay for technology upgrades.
- vi. Task Order No. 3 to the Master Services Agreement between the City of Bartlesville and Parkhill, Smith and Cooper for Airport Consulting Services.
- vii. Equipment Lease between the City of Bartlesville and the Tri-State District of Wesleyan Church, c/o Wesleyan Christian School, for up to six (6) sets of surplus bleachers to be used at the Wesleyan Christian School football field.
- viii. Agreement between the City of Bartlesville and Teesnap, LLC. to provide point of sale software and reporting services at the Adams Municipal Golf Course.
- ix. Agreement between John C. Holden and the City of Bartlesville for Code Enforcement Hearing Examiner services.
- x. Mutual Aid Agreement between Phillips 66 Research Center-Emergency Response Team (PRCERT) and the Bartlesville Fire Department (BFD) to provide additional resources through cooperation when needed for emergency incidents including those occurring on any Phillips 66 property.
- xi. Agreement between Cathy Wilson and William Thompson and the City of Bartlesville, for the voluntary demolition of a dilapidated structure on property addressed as 1311 NW Cudahy Street.
- xii. Agreement between Barbara F. Pace and the City of Bartlesville, for the voluntary demolition of dilapidated structures on property addressed as 141 NW Margarite Ave.
- xiii. Agreement between Chris Nave and Elizabeth Woods and the City of Bartlesville, for the voluntary demolition of a dilapidated structure on property addressed as 515 SE Seneca Ave.
- xiv. Agreement between Ethel Marie Alfrey and the City of Bartlesville, for the voluntary demolition of a dilapidated structure on property addressed as 1610 SW Oak Ave.
- xv. Short Form Contract with B-Town Construction to attempt to clear an obstruction in the Turkey Creek Watershed outfall pipe.

e. Receipt of Bartlesville NEXT Progress Report

- i. Bartlesville NEXT Progress Report – July 2024.

f. Receipt of Bids

- i. Bid No. 2024-2025-003 Bond Park Improvements

8. **Discuss and take possible action to award Bid No. 2024-2025-003 for Bond Park Improvements. Presented by Vice Mayor Curd.**
9. **Discuss and take possible action to approve the Collective Bargaining Agreement between the City of Bartlesville and International Association of Firefighters Local 200 (the "IAFF") for Fiscal Year 2024-2025. Presented by Jess Kane, City Attorney.**
10. **Presentation and discussion of the Bartlesville Fire Department Apparatus Policy. Presented by H.C. Call, Fire Chief.**
11. **Discuss and take possible action to adopt an ordinance permitting the use of golf carts on City streets. Presented by Councilman Loren Roszel.**

12. Discuss and take possible action to accept a conveyance of 12 properties from the Washington County Treasurer's Office, such properties having not received a minimum reserve bid covering the amount of City liens on the properties, at the annual Washington County Tax Resale Auction held on June 10, 2024 and consider and take action to release the City's liens on these properties: 1) 102 SW Adeline Ave.; 2) 134 NE Chickasaw Ave.; 3) 107 SE Comanche Ave.; 4) 523 SE Comanche Ave.; 5) 1036 SW Hickory Ave.; 6) 141 NW Kaw Ave.; 7) 1040 SW Maple Ave.; 8) 1104 SW Maple Ave.; 9) 1111 SW Maple Ave.; 10) 1413 SW Oak Ave.; 11) 501 SW Penn Ave.; and 12) 204 NW Theodore Ave. Presented by Larry Curtis, Director of Community Development.
13. Discuss and take possible action to adopt an ordinance amendment to restructure the Keep Bartlesville Beautiful (KBB) committee, replacing the Community Development Director with an additional citizen member, while retaining the Community Development Director as an ex officio member. Presented by Larry Curtis, Director of Community Development.
14. Discuss and take possible action to review and approve the City Council Meeting Rules of Procedure and Code of Ethics per Article 2, Section 9 and Article 2, Section 13, respectively, of the Amended City Charter following the recent amendments to the Amended City Charter. Presented by Jess Kane, City Attorney.
15. Discuss and take possible action to approve Addendum #2 to the Disposition and Development Agreement between the City of Bartlesville, Buffalo Roam, and Bartlesville Redevelopment Trust Authority. Presented by Mike Bailey, City Manager.
16. New Business.
17. City Manager and Staff Reports.
18. City Council Comments and Inquiries.
19. 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, August 1, 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.