



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

REGULAR MEETING OF THE BARTLESVILLE CITY COUNCIL

Monday, October 7, 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 Kristy Rodgers, First Presbyterian 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 Library Board
 - 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 September 3, 2024.
 - b. **Approval and/or Ratification of Appointments to Authorities, Boards, Commissions, and Committees.**
 - i. Appointment of Ms. Laura Jensen and Mr. Andrew Gilbert to three-year terms each on the Bartlesville Redevelopment Trust Authority at the recommendation of Councilmember Roszel.
 - ii. Appointment of Mr. John Howk to a three-year term on the Board of Adjustment at the recommendation of Mayor Copeland.
 - c. **Approval and/or Ratification of Agreements, Contracts, Engagement Letters, Proposals, and Memorandums of Understanding.**
 - i. Lease Agreement between Edward Smothers and the City of Bartlesville/Municipal Airport to store aircraft for aeronautical activity in Hangar 8.
 - ii. Professional Services Agreement between Heckenkemper Golf Course Design and the City of Bartlesville for agronomy consulting services for Adams Municipal Golf Course.
 - iii. Design Contract with CEC Corporation and the City of Bartlesville for engineering design for rehabilitation of six different asphalt streets included in the 2023 issuance of the 2020 General Obligation Bond.
 - iv. FY-2024 Audit Engagement Letter between Arledge and Associates P.C. and the City of Bartlesville to perform an audit of the City of Bartlesville financial statements.

- v. Agreement between TargetSolutions Learning LLC and the City of Bartlesville/Bartlesville Fire Department for online Fire/EMS/Hazmat training program and records management.
- vi. Facility Rental Agreement between The Center and the City of Bartlesville/Bartlesville Public Library for the annual downtown Spooktacular event.
- vii. Agreement between Kellogg and Sovereign Professional E-Rate Managements Services Fee Schedules and the City of Bartlesville/Bartlesville Public Library for FY 2025-2026 E-Rate services, covering E-Rate, Oklahoma Universal Service Fund and FCC's new Cybersecurity Pilot Project.
- viii. Hosted Services Agreement between Quipu Group, LLC and the City of Bartlesville/Bartlesville Public Library for FY 2025 to keep a record of customer incidents, i.e., accidents or removing customers due to policy infractions.
- ix. Authorization to the City Manager or his designee to sign Voluntary Labor Agreements for volunteer hours worked in exchange for complimentary golf at Adams Municipal Golf Course.
- x. Purchase and Sale Agreement for Jerry Benedict d/b/a Adams Golf Club.
- xi. Master Services Agreement with Parkhill, Smith, and Cooper for Airport Consulting Services.

d. Receipt of Land Donation

- i. Receipt of a donation of 0.14 acres +/- of land described as Lot 6, less the East 45 feet, of Block 19, Capitol Hill Addition to the City of Bartlesville, Washington County, Oklahoma, from Weare-West Family Trust, Arvest Bank, Trustee, addressed as 216 S. Wyandotte Ave.

e. Approval of Resolutions

- i. Amending the FY 2024-2025 Budget appropriating unanticipated grant revenue in the Restricted Revenue Fund of the Community Development Department for the use of grant funds from Phillips 66 for a tree planting program.
- ii. Amending the FY 2024-25 Budget appropriating unbudgeted revenue for the Police Department.

f. Receipt of Bartlesville NEXT Progress Report

- i. Bartlesville NEXT Progress Report – September 2024.

g. Receipt of Financials

- i. Interim Financials for one month ending July 31, 2024.
- ii. Interim Financials for two months ending August 31, 2024.

h. Receipt of Bids

- i. Bid No. 2024-2025-006R for Tuxedo Bridge over Caney River
- ii. Bid No. 2024-2025-008 for Concrete
- iii. Bid No. 2024-2025-009 for Asphaltic Concreate & Aggregate Base
- iv. Bid No. 1013-1014-010 for Custom Aerial Fire Apparatus

- 8. **Discuss and take possible action to award Bid No. 2024-2025-006R for Tuxedo Bridge over Caney River. Presented by Councilman Schipper.**
- 9. **Discuss and take possible action to award Bid No. 2024-2025-008 for Concreate. Presented by Mayor Copeland.**
- 10. **Discuss and take possible action to award Bid No. 2024-2025-009 Part I for Asphaltic Concrete and Part II for Aggregate Base. Presented by Mayor Copeland.**
- 11. **Discuss and take possible action to award Bid No. 2024-2025-010 for the purchase of a custom aerial fire apparatus for the Bartlesville Fire Department. Presented by Mayor Copeland.**

12. Public hearing and action on a request to close a portion of a 20-foot-wide utility easement located on the south side of Lot 1, Block 4, Corrected Plat for Covington Park, Bartlesville, Washington County, Oklahoma. Presented by Micah Siemers, Director of Engineering.
13. Public hearing and possible action on proposed text amendments to the Zoning Regulations for the City of Bartlesville, such revisions shall include modifications to Section 7.3 (Child and Adult Care Facilities) and Section 4.2 (Permitted Uses in Residential Districts). Presented by Larry Curtis, Director of Community Development.
14. Presentation, discussion and possible action on the report and proposed recommendations for the strategic direction of Adams Municipal Golf Course. Presented by JJ Keegan.
15. Discuss and take possible action to approve a resolution directing City staff to develop a plan for a task force to recommend solutions to address the rise in Bartlesville's unsheltered homeless population and associated issues. Presented by Councilmember Schipper.
16. Discuss potential cost recovery methods for police and other City department expenses related to special events. Presented by Mike Bailey, City Manager.
17. New Business.
18. City Manager and Staff Reports.
19. City Council Comments and Inquiries.
20. 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, October 3, 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.