



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

**NOTICE OF SPECIAL MEETING  
OF THE  
BARTLESVILLE MUNICIPAL  
AUTHORITY**

**Monday, May 5, 2025  
5:30 p.m.**

**Chairman James S. Curd. Jr.  
918-338-4282**

**AGENDA**

- 1. Call to order the business meeting of the Bartlesville Municipal Authority by Chairman Curd.**
- 2. Roll Call and Establishment of a Quorum.**
- 3. The Invocation will be provided by Pastor Tosha Hollopeter, Oak Park Methodist Church.**
- 4. Public Comments on Agenda Items.**
- 5. Discuss and take possible action to approve the Special Meeting Minutes of July 1, 2024.**
- 6. Discuss and take possible action to adopt the Bartlesville Municipal Authority FY 2025-26 Budget. Presented by Alicia Shelton, Accounting and Finance Supervisor.**
- 7. BMA Trustee Comments and Inquiries.**
- 8. 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 5:30 p.m. on Tuesday, April 29, 2025.**

*Jason Muninger*

**Jason Muninger, CFO/City Clerk**

*/s/ Elaine Banes*

**by Elaine Banes, Deputy City Clerk**

**Open Meetings Act Compliance (25 O.S. Sec. 301 et seq.):** all discussion items are subject to possible action by the Bartlesville Municipal Authority (BMA). Official action can only be taken on items which appear on the agenda. The BMA 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 BMA 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 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.



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

**MINUTES OF THE  
SPECIAL MEETING  
OF THE  
BARTLESVILLE MUNICIPAL AUTHORITY**

**Monday, May 6, 2024  
5:30 p.m.**

**Chairman Dale Copeland  
918-338-4282**

**MINUTES**

(The Notice of Meeting and Agenda were posted May 2, 2024 at 5:30 p.m.)

Trustees present were Chairman Dale Copeland, Vice Chairman Jim Curd, Jr., and Loren Roszel. Mr. Dorsey was absent.

City staff present were Mike Bailey, City Manager; Jess Kane, City Attorney; Jason Muninger, CFO/City Clerk; Laura Sanders, Assistant City Manager; Micah Siemers, Director of Engineering; Shellie McGill, Director of the Library and Museum; Kelli Williams, Chief Communications Officer; Larry Curtis, Director of Community Development; Alicia Shelton, Accountant; Kelsey Walker, Communications and Marketing Manager; Police Chief Kevin Ickleberry; Deputy Police Chief Troy Newell; Captain Andrew Ward; Fire Chief David Topping; Captain Travis Martinez, Security; and Elaine Banes, Executive Assistant.

1. **The business meeting of the Bartlesville Municipal Authority was called to order at 5:30 p.m. by Chairman Copeland.**
2. **Roll call was conducted and a quorum established.**
3. **The invocation was provided by Pastor Chad Percival, East Cross Church.**
4. **Citizens to be heard.**

There were no citizens to be heard.

5. **Discuss and take possible action to approve the Special Meeting Minutes of April 15, 2024.**

Mr. Roszel moved to approve the minutes as presented, seconded by Vice Chairman Curd.

Ayes: Mr. Roszel, Vice Chairman Curd, Chairman Copeland

Nays: None

Motion: Passed

6. **Discuss and take possible action to adopt the Bartlesville Municipal Authority FY 2024-25 Budget. Presented by Jason Muninger, CFO/City Clerk and Secretary to the Bartlesville Municipal Authority.**

Alicia Shelton, City Accountant, reported that the total appropriations for the Authority as a whole are \$109,523,378. These budgeted amounts are for construction, 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. The BMA Budget can be approved by memo.

Vice Chairman Curd moved to adopt the BMA FY 2024-25 Budget as presented, seconded by Mr. Roszel.

Ayes: Vice Chairman Curd, Mr. Roszel, Chairman Copeland

Nays: None

Motion: Passed

**7. BMA Trustee Comments and Inquiries.**

There were no comments or inquiries.

**8. There being no further business to address, Chairman Copeland adjourned the meeting at 5:36 p.m.**

---

Dale W. Copland, Chairman  
Bartlesville Municipal Authority

---

Jason Muninger, CFO/City Clerk  
Secretary to the Bartlesville Municipal Authority



**ACCOUNTING AND FINANCE**

**MEMORANDUM**

**TO:** BMA Board of Trustees

**FROM:** Alicia Shelton  
Finance Supervisor

**SUBJECT:** Adoption of the Bartlesville Municipal Authority FY 2025-26 budget.

**GENERAL INFORMATION:**

The proposed budget for the Bartlesville Municipal Authority is included below for your consideration and approval on Monday, May 5, 2025

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

The total appropriations for the Authority as a whole are \$112,244,938. These budgeted amounts are for Construction, 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.

**BMA - Wastewater Fund:**

|                               |                      |
|-------------------------------|----------------------|
| BMA Wastewater Operating      | \$ 2,000,000         |
| BMA - WasteWater Construction | 81,500,000           |
| Transfers Out                 | 6,261,497            |
| Total BMA - Wastewater        | <u>\$ 89,761,497</u> |

**BMA - Water Fund:**

|                          |                      |
|--------------------------|----------------------|
| BMA - Water Operating    | \$ 3,184,392         |
| BMA - Water Construction | 8,000,000            |
| Transfers Out            | 11,299,049           |
| Total BMA - Water        | <u>\$ 22,483,441</u> |

**Total BMA Funds** **\$ 112,244,938**

**TRUSTEE ACTION REQUESTED:**

Adopt the BMA budget by motion as presented.