

Board of Trustees

Chase Allcott
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Members**

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Trevor Dorsey
Vice Mayor

Chris Batchelder
President

Stephanie Clifton
Legal Counsel

Bartlesville Development Authority

201 SW Keeler Ave (Depot)
Bartlesville, OK 74003

----- MEETING AGENDA -----

8:00 a.m.

September 23rd, 2026

Call to Order - Chase Allcott

- **Public Comment**

- **Minutes** – Discuss and take possible action to accept the July 21st, 2026 Minutes - *Chase Allcott*

- **Financials** – Discuss and take possible action to accept the August 2026 Financial Statements – *Jared Patton*

- **FY 2025 Audit Presentation** – Discuss and take action accepting the FY 2025 Audit performed by Ober and Littlefield CPAs presented by Christie Littlefield – *Chris Batchelder*

- **BVO Commercial MRO Hangar Listing Agreement** – Discuss and take possible action authorizing BDA to negotiate and enter into a marketing agreement with CBRE to identify potential lease tenants for new commercial hangar – *Chris Batchelder*

- **Sunset Land Deed** – Discuss and take possible action authorizing BDA to deed approximately 13 acres of land from the Sunset Industrial Park to the City of Bartlesville for expansion of the Bartlesville Municipal Airport – *Chris Batchelder*

- **BDA Price List**– Discuss and take possible action authorizing BDA staff to publish an open records act fee schedule – *Chris Batchelder*

- **Buffalo Wild Wings Retail Incentive** – Discuss and take action on a recommendation to appropriate \$122,907 from the Economic Development Fund for development assistance to Howard Companies DBA Buffalo Wild Wings for construction of a restaurant at TBD Nowata Road, payable upon Certificate of Occupancy within 24 months – *Chris Batchelder*

- **President's Report** – *Chris Batchelder*

EXECUTIVE SESSION

- Discussion and possible action to enter into executive session pursuant to okla. stat. Tit. 25 section 307(B)(4) for confidential communication between the board and its attorney to discuss a pending claim by Byron Boles and his related companies, when it has been determined that disclosure will seriously impair the ability of the public body to process the claim. - *Chase Allcott*

RETURN TO OPEN SESSION

- **Staff Reports**

- **New Business**

- **Adjourn**

Received in the office of the City Clerk, 401 S. Johnstone, Bartlesville, OK 74003 at 3:44 p.m. on Monday, September 21, 2026, and posted same day at 5:00 p.m.

Jason Muninger

/s/ Candice L Pullins

Jason Muninger, CFO/City Clerk

by Candice Pullins, Assistant City Clerk

Open Meetings Act Compliance (25 O.S. Sec. 301 et seq.): All discussion items are subject to possible action by the Bartlesville Development Authority (BDA). Official action can only be taken on items which appear on the agenda. The BDA 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 BDA may refer the matter to the City Manager, Staff or City Attorney, or back to a committing or other recommending body. Under certain circumstances, 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 BDA 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.