



**REGULAR MEETING OF THE
BARTLESVILLE CITY COUNCIL**

**Monday, June 2, 2025
5:30 p.m.**

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

**James S. Curd, Jr., Mayor
918-338-4282**

MINUTES

**(The Notice of Meeting was posted December 15, 2024 and
the Agenda was posted May 27, 2025 at 5:30 p.m.)**

City Council in attendance was Mayor Jim Curd, Jr., Vice Mayor Trevor Dorsey, and Councilmembers Tim Sherrick, Larry East and Aaron Kirkpatrick.

City staff in attendance was Mike Bailey, City Manager; Laura Sanders, Assistant City Manager, Jess Kane, City Attorney; Jason Muninger, CFO/City Clerk; Terry Lauritsen, Director of Water Utilities; Police Chief Kevin Ickleberry; Fire Chief H.C. Call; Matt McCollough, Director of IT; Larry Curtis, Director of Community Development; Alicia Shelton, Accounting and Finance Supervisor; Kiley Roberson, Director of the Library and History Museum; Lisa Beeman, Grants; Deputy Police Chiefs Troy Newell and Andrew Ward; Police Captain Elkins; Police Captain Martinez; Officer Sierra Compton and Office Brandon Meyer; and Elaine Banes, Executive Assistant.

- 1. The business meeting of the Bartlesville City Council was called to order by Mayor Curd at 5:30 p.m.**
- 2. Roll Call was conducted a quorum established.**
- 3. The invocation was provided by Dr. Larry Cowan, Grand Mental Health. He also took this opportunity to thank first responders for their assistance when his house caught on fire, including saving his cat.**
- 4. Public Comments on Agenda Items.**

Sarah Burnett expressed concern over proposed changes to the records retention policy, specifically the lack of retention requirements for emails, texts, and digital communications. She emphasized the importance of transparency and accountability in governance.

Noah Meadows shared insights from attending Unsheltered Homeless Task Force meetings. She praised the Task Force but expressed concerns that certain individuals are still being overlooked by existing shelter systems, urging broader compassion and inclusion.

Shavon Robles emphasized the complexity of homelessness and advocated for a balanced approach between accountability and compassion. She acknowledged the genuine effort of the Task Force to address these challenges thoughtfully.

Homer Heffington raised privacy concerns about Flock cameras and their reliance on Amazon Web Services. He warned of potential data vulnerabilities and urged caution.

Toby Ennis criticized policies perceived as punitive toward the unhoused. She questioned the morality and constitutionality of fines and called for greater empathy.

Angela Uteley, Chair of Washington County Democrats, supported efforts to aid the homeless and suggested engaging businesses like Walmart for support. She proposed considering a staggered fine structure.

5. City Council Announcements and Proclamations.

- Douglass School Reunion Days – July 17-20, 2025. Presented by Vice Mayor Dorsey.

6. Authorities, Boards, Commissions and Committees

- One opening on the Bartlesville Area History Museum Trust Authority
- One Opening on the Bartlesville Library Trust Authority
- One opening on the Street and Traffic Committee
- Two openings on the White Rose Cemetery Board

7. Consent Docket

a. Approval of Minutes

- i. The Regular Meeting Minutes of May 5, 2025.

b. Approval and/or Ratification of Appointments and Reappointment to Authorities, Board, Commissions, and Committees.

- i. Reappointment of Mr. Eric Gray, Ms. Kim Miller, and Ms. Julie Pranger to additional two years each to the Bartlesville Library Board at the recommendation of Mayor Curd.
- ii. Reappointment of Mr. Michael Colaw and Mr. Dean Robertson to additional three-year terms on Visit Bartlesville Board of Directors at the recommendation of Vice Mayor Dorsey and Councilman Kirkpatrick.

c. Approval and Ratification of Agreements, Contracts, Engagement Letters, Leases, MOU's, and Proposals.

- i. PatronPoint Software License Agreement between Springshare, LLC and Bartlesville Public Library/City of Bartlesville to assist with online access to a variety of library services in the amount of \$8,500.
- ii. Service Agreement with Sanderson Construction LLC to provide site restoration of a demolished property in the amount of \$25,000.
- iii. Literacy Training Contact between the Oklahoma Department of Libraries and the City of Bartlesville for in-person training, at no expense to the Library.
- iv. Annual Destination Marketing Agreement with Visitors Inc. in the amount of \$445,000.
- v. Contract with B-Town Construction to install a slip line sewer rehab on select line segments in the amount of \$99,505.
- vi. Five T-Hangar Lease Agreements to be executed to reflect rent increase to fair market value with the addition of a CPI-U annual increase component resulting in \$13,200 revenue annually.

- vii. Support and Software Assurance Agreement with Verge Network Solutions as a telecommunications vendor, a two-year agreement in the amount of \$9,792.00.
 - viii. Third Amendment to the tower/ground lease agreement between the City of Bartlesville and SBC Tower Holdings, LLC for a portion of property located in Washington County named SE Water Tower Bartlesville.
 - ix. Amendment to License Agreement for the ForeUP credit card processing payment agreement, fees expenses on yearly budget based on percentage of projected revenues.
- d. Receipt of Bartlesville NEXT Progress Report**
- i. Bartlesville NEXT Progress Report May 2025.
- e. Receipt of ALPR (Flock Cameras) Report**
- i. ALPR Report for April and May 2025
- f. Receipt of Financials**
- i. Interim financials for ten months ending April 30, 2025.
- g. Receipt of Bids**
- i. Bid No. 2024-2025-015R Operation Yard Sheds Project
 - ii. Bid No. 2024-2025-017 for Tuxedo FEB Liner Replacement Project

Mayor Curd provided the consent docket on a PowerPoint slide and referred citizens to the agenda where every item was listed. He asked the Council if there were any items to be pulled for discussion.

Mr. Kirkpatrick removed Items 7.c.ii., 7.c.iv. and 7.e. for further discussion.

Mayor Curd removed Item 7.c.i. for further discussion.

Vice Mayor Dorsey moved to approve the Consent Docket as presented/with the exception of Items 7.c.i., 7.c.ii., 7.c.iv., and 7.e. seconded by Mr. East.

Voting Aye: Mr. Sherrick, Mr. East, Mr. Kirkpatrick, Vice Mayor Dorsey, Mayor Curd

Voting Nay: None

Motion: Passed

Items removed for further discussion:

Agenda Item 7.c.ii. Service Agreement with Sanderson Construction LLC to provide site restoration of a demolished property in the amount of \$25,000.

Mr. Kirkpatrick pointed out two typos in the contract. Mr. Kane confirmed they did not adversely affect the contract.

He also inquired if the building had already been demolished. Mr. Curtis reported that it has been but due to a basement that is now open ground, there is a need to get it filled. He reported that the building and basement was quite large, therefore the substantial cost to fill it.

Agenda Item 7.c.iv. Annual Destination Marketing Agreement with Visitors Inc. in the amount of \$445,000.

Mr. Kirkpatrick inquired as to a section in the agreement regarding the Visit Bartlesville executive officer will not be employed by the Bartlesville Regional Chamber of Commerce or any related or similar entity. Mr. Bailey explained that several years ago the president of the then BDC was also president of the Chamber of Commerce. There were concerns regarding conflict of interest at that time, so the agreements between the City and now BDA and Visit Bartlesville Inc. added and continues to keep the section in the agreements. Mr. Kirkpatrick added that he would like to visit with Mr. Bailey in the near future about these entities to better fully understand them.

Agenda Item 7.e.i. ALPR Report for April and May 2025

Mr. Kirkpatrick stated his appreciation to the Police Department for moving the cameras into the locations that align with the recently passed ordinance. He went on to share information he read from an article that a police department in Illinois had provided information to Federal agents/ICE and his concern about this. Chief Ickleberry reassured him that a request for information must be provided to him, it has to be about an active case, and must be approved by him. He stated he and his staff are adhering to the ordinance approved by the City Council. Mr. Kirkpatrick concluded that he just wanted to make everyone aware of others who may try to bypass the legal process for information.

Agenda Item 7.c.i. PatronPoint Software License Agreement between Springshare, LLC and Bartlesville Public Library/City of Bartlesville to assist with online access to a variety of library services in the amount of \$8,500.

Mayor Curd wanted it noted that the wrong State of Jurisdiction was in the contract in the Council packet. It was corrected today and the updated Agreement has been provided to the Council for their approval.

Vice Mayor Dorsey moved to approve Items 7.c.i., 7.c.ii., 7.c.iv. and 7.c.e, seconded by Mr. East.

A brief discussion covered language in Item 7.c.v. and it was determined the agreement language was correct as it is written.

Voting Aye: Mr. East, Mr. Kirkpatrick, Vice Mayor Dorsey, Mr. Sherrick, Mayor Curd

Voting Nay: None

Motion: Passed

8. Discuss and take possible action to award Bid No. 2024-2025-015R for Operation Yard Sheds Project. Presented by Vice Mayor Dorsey.

Vice Mayor Dorsey moved to award Bid No. 2024-2025-015R to Higgins Construction, Bartlesville, OK, in the amount of \$498,000 using additional funding through the GO Bond and Water Capital Funds, seconded by Mr. Kirkpatrick.

Voting Aye: Mr. Kirkpatrick, Vice Mayor Dorsey, Mr. Sherrick, Mr. East, Mayor Curd

Voting Nay: None

Motion: Passed

9. Discuss and take possible action to award Bid No. 2024-2025-017 for Tuxedo FEB Liner Replacement Project. Presented by Vice Mayor Dorsey.

Vice Mayor Dorsey moved to award Bid No. 2024-2025-016 to Allstate Lining, Houston, TX, in the amount of \$268,657.48 using unallocated funds from the Wastewater Regulatory Fund, seconded by Mr. East.

Voting Aye: Vice Mayor Dorsey, Mr. Sherrick, Mr. East, Mr. Kirkpatrick, Mayor Curd
Voting Nay: None
Motion: Passed

10. **Public hearing, consideration and possible action on a request to rezone 0.72 acres from RM-3 (Residential Multifamily) & C-2 (Neighborhood Shopping) to C-5 (General Commercial)/PUD (Planned Unit Development), and for approval of a PUD Site Development Plan, located at 125-136 SE De Bell Ave., from Keleher Architects on behalf of William Hiatt Trust. Presented by Larry Curtis, Director of Community Development.**

Mr. Curtis reported the applicant Kelleher Architects on behalf of William Hyatt Trust requested approval of the rezoning of 0.72 acres at 125 through 136 Southeast DeBell Avenue from RM-3 and C2 to C5 with a plan unit development and for the approval of the associated PUD site development plan. The intent is to resolve split zoning on the property and expand future development opportunities by allowing both RM-3 and most C5 uses within the C5 use specifically prohibited to protect surrounding residential character. The property platted as lots 30 through 38 of Highland Park addition is currently vacant. The rezoning would allow flexibility for potential commercial or residential use, improving marketability, and align with the site's designation in the comprehensive plan. The applicant has submitted a conceptual site development plan showing a possible office warehouse layout and the PUD establishes specific development standards including reduced setbacks, limited outside storage, and no minimum off-site parking requirement for non-residential uses. Multifamily residence would be permitted with adjacent parking and standard RM-3 dimensional standards. At their meeting on May 20, 2025, the Planning Commission voted to recommend approval for the rezoning of the PUD requests. Planning Commission found that the proposal will be consistent with the comprehensive plan and meets the standards of the PUD approved for the city's rezoning regulations. Staff recommends that City Council move with the Planning Commission's recommendations for the approval of the rezoning and PUD requested

Mayor Curd opened the public hearing at 6:20 p.m. There being no one appear to speak, the public hearing was closed at 6:20 p.m.

Mr. Kirkpatrick moved to adopt the Ordinance as presented, seconded by Mr. East.

Voting Aye: Mr. Sherrick, Mr. East, Mr. Kirkpatrick, Vice Mayor Dorsey, Mayor Curd
Voting Nay: None
Motion: Passed

11. **Public hearing, consideration and possible action on a request to rezone 0.48 acres from C-2 (Neighborhood Shopping)/PUD (Planned Unit Development) to RM-3 (Residential Multifamily)/New PUD, and for approval of a PUD Site Development Plan, located at 521, 525, and 529 S. Seneca Ave., from Richard Smith of American Bison Construction Co. on behalf of Quantum trading Group LLC. Presented by Larry Curtis, Director of Community Development.**

Mr. Curtis reported the property is currently vacant and was originally platted as three lots in the Armstrong addition. The proposed development includes eight dwelling units and four duplexes consistent with the design with nearby projects by the similar builder, same builder. Due to lot size and dimensional standards, the applicant is also seeking the approval of a PUD to accommodate modest deviations from the standard RM3 zoning regulations including lot area per unit and setbacks. The project is consistent with the comprehensive plan which identifies the area as transitional neighborhood where multifamily residential is the primary use. All surrounding properties are zoned RM3 and developed residentially. At the regular meeting on May 20, 2025, the Planning Commission voted to recommend approval of the rezoning, the PUD and the site development plan for City Council's approval. Access will be provided via the alley to the west and sidewalks will connect Seneca Avenue to Adams Boulevard. A five-foot right-of-way dedication and 10-foot wide easement are also included to address future right-of-way and trail improvements for the city's future thoroughfare plan. Staff recommends approval per the Planning Commission's recommendation.

Mayor Curd opened the public hearing at 6:22 p.m. Appearing to speak was Richard Smith, American Bison, the applicant. He provided information about the property and his plans to develop it. There being no one further appear to speak, the public hearing was closed at 6:25 p.m.

Mr. Kirkpatrick moved to adopt the Ordinance as presented, seconded by Mr. East.

Voting Aye: Mr. East, Mr. Kirkpatrick, Vice Mayor Dorsey, Mr. Sherrick, Mayor Curd
Voting Nay: None
Motion: Passed

12. Discuss and take action on a request for Final Plat approval, 0.48 acres, to be zoned RM-3/PUD, located at 521, 525, and 529 S. Seneca Ave., from Richard Smith of American Bison Construction Co. on behalf of Quantum Trading Group LLC. Presented by Larry Curtis, Director of Community Development.

Mr. Curtis reported that this is the plat for the rezoning that was approved in Item 11, taking it from three lots to four lots per the PUD requirements.

Mr. East moved to adopt the Final Plat as presented, seconded by Vice Mayor Dorsey.

Voting Aye: Mr. Kirkpatrick, Vice Mayor Dorsey, Mr. Sherrick, Mr. East, Mayor Curd
Voting Nay: None
Motion: Passed

13. Unsheltered Homeless Task Force Update. Presented by Task Force Members Ms. Rachel Showler and Mr. Tom Gorman.

Ms. Showler, using a PowerPoint presentation, provided an in-depth overview of what the Task Force has been addressing in the meetings. She presented the Golden Circle concept; what was identified as gaps in the community for assistance; signage with information included to all resources for the homeless; public education campaign; transportation needs of the homeless; obtaining ID's for the homeless; training for volunteers to assist with SSI and SSDI (SOAR training); software to assist all the organizations with sharing information on homeless citizens; a possible Community Court being established by Judge Gentges and B the Light; how the Task Force would like to

have their term extended through January 2026; and the roll-out process of the proposed ordinance in Item 14.

Mr. Kirkpatrick, Chairman of the Task Force, provided comments covering the highway out of homelessness process; how a homeless neighbor interfaces initially with local helping organizations, a medical provider or law enforcement; and how these are typically the first points of contact where immediate and acute life-threatening needs are met, such as health, food, and water. Shelter may not be the first need, and not everybody wants shelter. Initial points of contact include explaining local ordinances and if necessary, how they are enforced; resource sites are provided which is available on both the city website and City app; 2-1-1 and 9-8-8 are both great resources; voluntary connection with a local shelter who will check for ID and assist with obtaining free ID's, whether they remain at the shelter or not; and how an ID is the essential on-ramp for the process to work effectively because the ID is entered into a shared software database used by all of the organizations. The software database allows organizations to be as efficient and effective as possible saving them from duplicating work and duplicating resources. He continued reporting that this process goes all the way back to the Golden Circle that Ms. Showler reported on. The ID provides the "who"; the profile created in the software provides the "why" they are homeless; and the "what" – what can be done to assist where the emphasis is the process for helping a person come out of homelessness which is as unique as they are - individualized care.

Mr. Kirkpatrick continued stating that a common critique is that Bartlesville does not do enough or Bartlesville does not have every resource that every person needs, adding that just because not every service a person might need is not available, it does not mean that the community is not doing all that can be done. He stated his appreciation to all of the Task Force members and what they have accomplished in the last five months. They want to continue to meet monthly to see ensure all of their actions reach fruition, as they feel they can help bring meaningful improvement in the quality of life for homeless neighbors and for all of Bartlesville. He concluded stating that Representative Strom, who is a member of the Task Force, had stated that many communities who face a homelessness crisis move to solve the problem; Bartlesville has moved to meet these individuals with compassion to try to help. This speaks highly of the individuals who sit on this Task Force, and they deserve support and appreciation.

14. Discuss and take possible action to adopt an ordinance recommended by the Unsheltered Homeless Task Force regulating acts prohibited in public spaces. Presented by Unsheltered Homeless Task Force Chairman and Councilman Aaron Kirkpatrick.

Mr. Kirkpatrick reported that the ordinance was presented in the April 7, 2025 Council meeting for review only. The Task Force has continued to discuss the ordinance and how a rollout strategy would be beneficial. If the ordinance is adopted at this meeting, it would not go into effect until January 2026 to allow education for officials, police officers, and the homeless population. Basically, the goal is to make sure that the ordinance is well understood and no one gets caught by surprise. During this time frame, a public education campaign will be launched as well. He continued reporting that Mr. Sherrick found a conflicting section that has been amended from the previously reviewed draft.

Mr. Kirkpatrick addressed the \$500 fine saying that the possibility of a \$500 fine was not to suggest that there would ever be a \$500 fine levied. It was included as a maximum to ensure that the offense is a misdemeanor and would be adjudicated in municipal court.

Discussion continued covering the fine; how the municipal court and judge has discretion; how the municipal judge works with the homeless providing options for them when they are in his court; why fines are necessary; and how the Task Force unanimously voted to recommend adoption to the City Council.

Mr. East moved to adopt the Ordinance as presented, seconded by Mr. Sherrick.

Voting Aye: Vice Mayor Dorsey, Mr. Sherrick, Mr. East, Mr. Kirkpatrick, Mayor Curd

Voting Nay: None

Motion: Passed

- 15. Discuss and take possible action to approve a resolution amending the Unsheltered Homeless Task Force as established with Resolution #3722 to extend the term of the Task Force. Presented by the Unsheltered Homeless Task Force Chairman and Councilman Aaron Kirkpatrick.**

Mr. Kirkpatrick reported that in the previous two agenda Items, the Task Force's work has been reported. Now that the six months is nearing an end, they would like to extend the duration of the Task Force in order to finish their projects, oversee the incremental rollout of the ordinances, and keep tabs on progress. He added that one of the most powerful things that has happened with this Task Force has been getting so many of the right people together on a regular basis to interact and work together, finding ways to efficiently and effectively assist the homeless/unsheltered population.

Vice Mayor Dorsey moved to approve the Resolution as presented, seconded by Mr. East.

Voting Aye: Mr. Sherrick, Mr. East, Mr. Kirkpatrick, Vice Mayor Dorsey, Mayor Curd

Voting Nay: None

Motion: Passed

Mayor Curd stated his thanks to Mr. Kirkpatrick and to the Task Force. He also acknowledged Mr. Bailey who sits on the Task Force and the willingness of City administration to commit the time and resources to address this issue.

- 16. Discuss and take possible action on an appeal by Brad D. Purvis of the Hearing Examiner's Order of Abatement for demolition and removal of a dilapidated structure at 116 S. Comanche Avenue, legally described as the South 1/2 of Lot 5, Block 12, Capitol Hill Addition, Bartlesville, Washington County, Oklahoma (Code Enforcement Case Number DS-0325-0378). Presented by Larry Curtis, Director of Community Development.**

Mr. Curtis reported that in 2007, Mr. Purvis received a variance from the Bartlesville Board of Adjustment that allowed him to maintain a non-conforming use at a contractor's yard in the C5 general commercial zoning district where such a use is otherwise prohibited. This variance was contingent upon several specific conditions including obtaining a floodplain development permit, approval of the downtown design review committee, and the installation and painting of a wooden privacy fence. That same year, Mr. Purvis was issued a building permit for storage building tie downs at 114 South Comanche Avenue. He proceeded with the partial demolition of the house, removing the front portion and retaining the back portion as a storage structure. In 2010, the City of Bartlesville formally designated and created the area as a part of the downtown design review district through

Ordinance #3335, subjecting future construction and renovations on the property to additional design standards and review processes. In March of 2025, when the City began receiving multiple complaints from citizens and adjacent businesses. Between March 5th and March 10th, four separate complaints were submitted to code enforcement and there were two police department issues as well. These reports detailed concerns over homeless individuals trespassing, living in the structure without utilities, and even starting fires in the yard. There were also reports of public issues and theft impacting the neighborhood businesses. In response, code enforcement issued a courtesy notice of violation March 11, 2025 and following up with a formal notice of violation in order to abate on the property on March 25, 2025, which was both mailed and posted to the property. A hearing before the city's hearing examiner, John C. Holden, was held on April 23, 2025. Mr. Purvis attended the hearing and testimony was provided by City staff. After reviewing the evidence, the hearing examiner determined that the structure was dilapidated, a public nuisance, and issued an order of abatement requiring the structure to be demolished within 30 days. That order was posted and mailed, and a notice of dilapidation and lien was recorded on April 24, 2025. Mr. Purvis subsequently filed a formal appeal of the order on May 1, 2025, triggering the current review and the action that is before the Council this evening.

A lengthy discussion entailed along with input from the property owner, Mr. Purvis. Topics covered were whether the property was a hazard to the general health and safety of the community; how the structure itself does not currently meet the safety standards associated with building codes; homeless population using the structure; the gate and fence has been repaired and the property has been cleaned up; hesitancy about removing a structure that is used for a business; options to secure the structure to keep people out; possibly allow the property owner more time to secure the property; the structural integrity of the stem and outside walls that have significant lean and separation; floodplain issues; how if the structure is secured, it could only be used for storage, not living quarters; how even secured, staff believes it could still meet the definition of being a danger to citizens; and suspending the demolition order to allow 30 days to allow the property owner to secure the building.

Mr. Sherrick moved to extend the appeal and reconsider at the next City Council meeting, seconded by Mr. Kirkpatrick.

Voting Aye: Mr. East, Mr. Kirkpatrick, Vice Mayor Dorsey, Mr. Sherrick, Mayor Curd

Voting Nay: None

Motion: Passed

17. **Discuss and take possible action to appoint one City Councilmember, one Planning Commissioner, and three community stakeholders to an ad hoc committee to evaluate and select a consultant to assess the effectiveness of current land use development codes and to modify and reform such codes. Presented by Larry Curtis, Director of Community Development.**

Mr. Curtis reported that a five-member committee is proposed consisting of one City Council member, one City Planning Commissioner, and three community stakeholders. The committee will review the consultant proposals and select a consultant to be recommended, identify needed code improvements, engage stakeholders, and guide the code update as a process. Staff is recommending appointing the following: Dan Kelleher of Kelleher Architects, Brent Taylor, Taylor Homes Groups, Amos Radlinger, Chinowth & Cohen Realtors (also a member of the Board of Adjustment), Aaron Kirkpatrick from the

City Planning Commission, and then a member of the City Council to be appointed to this committee as well. Vice Mayor Dorsey volunteered to serve on the ad-hoc committee.

Mr. Kirkpatrick moved to appoint Vice Mayor Dorsey as the City Council Representative, Mr. Kirkpatrick as the City Planning Commission Representative, Dan Keleher, Brent Taylor, Amos Radlinger as Community Stakeholders to serve on the ad hoc committee, seconded by Mr. East.

Voting Aye: Mr. Kirkpatrick, Vice Mayor Dorsey, Mr. Sherrick, Mr. East, Mayor Curd

Voting Nay: None

Motion: Passed

18. Discuss and take possible action regarding the naming of the internal parkway at Lee Lake to “Lisa Beeman Parkway”. Presented by Larry Curtis, Director of Community Development.

Mr. Curtis reported that the Bartlesville Park Board considered a proposal brought forward by the City Manager to honor a longtime city employee, Lisa Beeman, by naming the internal parkway at Lee Lake as Lisa Beeman Parkway. The internal roadway, while not officially classified as a City street, is a key component of the Lee Lake complex and serves as a cornerstone for vehicular traffic within the park area. The Park Board discussed the proposal in the context of Ms. Beeman's decades of service to the city of Bartlesville, including her pivotal role in planning, developing, and advocating for parks and recreation initiatives. Her leadership has been instrumental in the expansion and improvement of public amenities, trails, and green space throughout the community. Board members expressed unanimous support for the honorary designation, recognizing it as a fitting tribute to Ms. Beeman's legacy and contributes to the City's quality of life. The proposed naming would include signage at key intersections along the parkway to identify the designation, and those key intersections would be along Silver Lake and along Adams Boulevard. Mayor Curd and Vice Mayor Dorsey stated their support of the request and publicly thanked Ms. Beeman for her service and commitment to the City.

Mayor Curd moved to approve naming the internal parkway at Lee Lake to “Lisa Beeman Parkway” as presented, seconded by Vice Mayor Dorsey.

Voting Aye: Vice Mayor Dorsey, Mr. Sherrick, Mr. East, Mr. Kirkpatrick, Mayor Curd

Voting Nay: None

Motion: Passed

Mr. Bailey stated that Ms. Beeman means a lot to this community, as well as to the City of Bartlesville organization. He added that the idea to honor Ms. Beeman came from David Wood, President of the Bartlesville Development Authority. He thanked Ms. Beeman for her work and commitment to Bartlesville. Mayor Curd reiterated how it is a great honor to be able to honor her. She was the key element in bringing recreation and many amenities forward in the last several years. So good job, Beeman.

19. Discuss and take possible action on an updated policy on records retention and authority to destroy as part of the City’s Accounting Policies and Procedures Manual. Presented by Jason Muninger, CFO/City Clerk.

Mr. Muninger reported that Resolution #3298 was adopted December of 2012, which is when the City adopted the accounting policies and procedures manual. There has been

no change since it was adopted in 2012. In that resolution, the city manager has the ability to change any part of those policies and procedures, but with the original record retention plan being silent on quite a few documents as being such a major change, staff felt it was pertinent to bring it before the Council for your consideration. Body worn cameras and text messaging were not around, and even voice mail was minimal. Email, although in 2012 was pretty prevalent, it's utilization for all business aspects really was not what it is today. The proposed Plan includes these forms of communication and recordings. Mr. Kirkpatrick asked for some information on the number of open records requests receive this year which was submitted to the Council as well as providing copies of 2025's request versus 2024's requests.


Key points raised during a lengthy discussion were retention specifics for emails, texts, voicemail, body-worn cameras, and social media; Staff emphasis on the balance between legal compliance, cost of data storage, and operational practicality; concerns raised about potential misuse of open records requests for political or retaliatory purposes; and Council members discussed their individual practices and concerns about message deletion, data manipulation, and recordkeeping consistency. Council agreed to set a two-year rolling retention period for emails, text messages, and other electronic messages that would apply to both staff and council members equally; Body-worn camera footage would follow the Police Department's existing policy, with the "none" category allowing department-specific standards to prevail; and other categories like social media and voicemails were deemed acceptable for immediate deletion unless otherwise required. Clarification was provided that the "none" category allows for no retention if not otherwise required by law.


Vice Mayor Dorsey moved to approve the updated policy with the change to move #1 under None to 2 YEARS (two-year retention) for email, text messages, and other electronic messages, seconded by Mr. Sherrick.

Voting Aye: Mr. Sherrick, Mr. East, Mr. Kirkpatrick, Vice Mayor Dorsey, Mayor Curd
Voting Nay: None
Motion: Passed

***Due to the time, Items 20-23 were not addressed. Item 20 will be addressed at the July 7, 2025 City Council meeting.**

- 20. Presentation on results from the Strategic Planning Retreat. Presented by Mike Bailey, City Manager.**
- 21. New Business.**
- 22. City Manager and Staff Reports.**
- 23. City Council Comments and Inquiries.**
- 24. There being no further business to address, Mayor Curd adjourned the meeting at 8:30 p.m.**


James. S. Curd, Jr., Mayor


Jason Muninger, CFO/City Clerk

