



**REGULAR MEETING OF THE  
BARTLESVILLE CITY COUNCIL**

**Tuesday, September 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**

**AMENDED AGENDA**

- 1. Call to order the business meeting of the Bartlesville City Council by Mayor Curd.**
- 2. Roll Call and Establishment of a Quorum.**
- 3. Invocation by Dr. Rod MacIlvane, Pastor, Grace Community Church.**
- 4. Public Comments on Agenda Items.**
- 5. City Council Announcements and Proclamations.**
  - Constitution Week September 15-22, 2025.
  - Commendations for Service to the Community presented by Mayor Curd and Councilmember Kirkpatrick.
- 6. Authorities, Boards, Commissions and Committees**
  - One opening on the Bartlesville Area History Museum Trust Authority
  - One opening on the Bartlesville Convention and Visitors Bureau Board of Directors
  - Two openings on the White Rose Cemetery Board
- 7. Consent Docket**
  - a. Approval of Minutes**
    - i. The Regular Meeting Minutes of August 4, 2025.
  - b. Approval and/or Ratification of Appointments and Reappointment to Authorities, Board, Commissions, and Committees.**
    - i. Reappointment of Ms. Melanie Bayles to an additional three-year term on the Street and Traffic Committee at the recommendation of Councilman East.
    - ii. Appointment of Ms. Jackie Jimenez to a three-year term on the Bartlesville Library Trust Authority at the recommendation of Councilman East.
    - iii. Reappointment of Ms. Rosie Swindell and Ms. Joanie Elmore to additional three years each on the White Rose Cemetery Board at the recommendation of Mayor Curd.
  - c. Approval of Resolutions**
    - i. Amending the budget of the City of Bartlesville for fiscal year 2025-26 appropriating funds from the Bartlesville Development Authority (BDA) for the Bartlesville Municipal Airport.
    - ii. Amending the budget of the City of Bartlesville for fiscal year 2025-26 appropriating grant funds from the Oklahoma Department of Aerospace and Aeronautics (ODAA) for the Bartlesville Municipal Airport for the Apron Paving.

- iii. Amending the budget of the City of Bartlesville for fiscal year 2025-26 appropriating grant funds from the Oklahoma Department of Aerospace and Aeronautics (ODAA) for the Bartlesville Municipal Airport for the Airport Hangar.
- d. **Approval and Ratification of Agreements, Contracts, Engagement Letters, Grant Applications, Leases, MOU's, Ordinances, Proposals and Task Orders.**
  - i. Service Agreement between Bartlesville Independent School District #30 (BPS) and the Bartlesville Police Department providing policing services-10 School Resource Officers (SROs) with BPS paying 75% of the average sum of salaries of nine, one at no cost to BPS, and one for summer school at no cost to BPS.
  - ii. Contract for E911 Dispatch Services between the Washington County Board of County Commissioners and the City of Bartlesville Police Department.
  - iii. **Agreement for Professional Services with Freese and Nichols, Inc. to provide updated land development regulations for the City of Bartlesville, in the amount of ~~\$240,000~~ \$241,350.00.**
  - iv. Agreement between James R. Nave, II and the City of Bartlesville, for the voluntary demolition of dilapidated structures on property addressed as 411 SW 9<sup>th</sup> Street, with expenses shared between City (maximum of \$3,000) and property owner.
  - v. Contract with Allstatelining LLC and the City of Bartlesville for improvements to the wastewater treatment plant flow equalization basin, in the amount of \$99,990.
  - vi. Professional Service Agreement with Kleinfelder, Inc. for construction testing services for the Operation Yard Equipment Sheds project, in the amount of \$18,800.
  - vii. Audit Engagement Letter for audit services with Ober and Littlefield Certified Public Accountants, PLLC, in the amount of \$35,000.
  - viii. Letter of Agreement with BKL, Inc. for a structural evaluation and design services to see if the Civitan Park shade canopy structure could be retrofitted with a hard top, in the amount of \$11,879.50.
- e. **Receipt and Acceptance of Report on Code Enforcement Appeals**
  - i. Danny Blackwood of the Code Enforcement Hearing Examiner's Order of Abatement in Case Nos. DS-0325-0384 and -0385 regarding the property at 1032 SW Oak Ave, legally described as Lot 12, Block 1, McCaleb Addition, Bartlesville, Washington County, Oklahoma.
  - ii. Jefferson B. Lee of the Code Enforcement Hearing Examiner's Order of Abatement in Case No. DS-0525-0398, regarding the property at 353 SE Waverly Ave., legally described as Lot 7, Block 3 of Pennington Hills Addition, Bartlesville, Washington County, Oklahoma.
- f. **Approval of Surplus City Property**
  - i. Retirement, surplus, and provision for K-9 Baron's adoption to K9 Hero Haven, a nonprofit 501(c)(3) volunteer organization in Danville, PA, that provides working dogs a place to retire.
  - ii. Surplus and dispose of a 2012 Combination Sewer Cleaner Truck.
- g. **Receipt of Bartlesville NEXT Progress Report**
  - i. Bartlesville NEXT Progress Report August 2025
- h. **Receipt of ALPR (Flock Cameras) Report**
  - i. ALPR Report for August 2025
- i. **Receipt of Financials**
  - i. Interim financials for one month ending July 31, 2025.
- j. **Receipt of Bids**
  - i. Bid No. 2025-2026-007 for Concrete

- ii. Bid No. 2025-2026-008 for Asphaltic Concrete & Aggregate Base
  - iii. Bid No. 2025-2027-009 for City Hall Renovations
8. **Discuss and take possible action to award Bid No. 2025-2026-007 for Concrete. Presented by Mayor Curd.**
  9. **Discuss and take possible action to award Bid No. 2025-2026-008 Part I Asphaltic Concrete and Part II Aggregate Base. Presented by Mayor Curd.**
  10. **Discuss and take possible action to award Bid No. 2025-2026-009 City Hall Renovations. Presented by Councilman Kirkpatrick.**
  11. **Acceptance of Annual Financial Statements and Independent Auditors Report for the year ending June 30, 2023. Presented by Jason Muninger, CFO/City Clerk.**
  12. **Unsheltered Homeless Task Force update. Presented by Rachel Showler, Vice Chairman, Unsheltered Homeless Task Force.**
  13. **Discuss and take possible action to allocate funding for the Unsheltered Homeless Task Force. Presented by Councilman Aaron Kirkpatrick.**
  14. **New Business.**
  15. **City Manager and Staff Reports.**
  16. **City Council Comments and Inquiries.**
  17. **Move to executive session pursuant to 25 O.S. Sec. 307(B)(2) to discuss negotiations concerning employees and representatives of employee groups.**
  18. **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 28, 2025.

Jason Muninger

Jason Muninger, City Clerk/CFO

/s/ Elaine Banes

by Elaine Banes, Deputy City Clerk

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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.