



**MINUTES OF THE  
REGULAR MEETING OF THE  
BARTLESVILLE CITY COUNCIL**

**Monday, August 4, 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 July 29, 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; Micah Siemers, Director of Engineering; Fire Chief H.C. Call; Deputy Fire Chief Barry Campbell; Matt McCollough, Director of IT; Robin Betts, Director of Human Resources; Tammy Hudgins, Accounts Receivable Supervisor; Alicia Shelton, Accounting and Finance Supervisor; Kelsey Walker, Communications and Marketing Manager; Steve Roper, Engineering; Deputy Police Chiefs Troy Newell and Andrew Ward; Police Captain Elkins; Officer Burdick, Security; 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. Invocation by Errol Hada, Lighthouse Ministries.**
- 4. Public Comments on Agenda Items.**
  - Lachelle Griffin – (Agenda Item 7.d.xii. Airport Hangar MOU): Opposed \$1/year lease to BDA without valuation, and questioned that there were no reporting requirements, no public tenant selection process, and no clear accountability if it underperforms; (Agenda Item 7.d.ix. Task Order 7): She noted lack of cost-benefit analysis and prioritization documentation for ODAA and Park Hill projects; (Agenda Item 7.g.i. Flock Camera Reports): she noted no privacy policy, no audit procedure, or and no public discussion on how the technology is governed. She criticized placing key vendor agreements on the consent agenda without public review, and requested that consent docket agenda items be unbundled, and to establish clear public accountability measures.
  - Homer Heffington – (Agenda Item 7.f.) he supports progress and cultural events celebrating diversity; expressed personal reservations about LGBTQ+ pride events, viewing them as protest-focused, while reaffirming love and acceptance for family members; and commended the Council for avoiding reactionary decisions.
  - Michael Newman – (Agenda Item 13.) He warned of severe fire and safety hazards from faulty wiring and poor conditions in the structure. He noted that such conditions would not be tolerated in other neighborhoods and urged equal enforcement of property maintenance codes.
  - Bob Pomeroy – (Agenda Item 7.d.xii.) He supported BDA Initiatives, and praised the BDA for bringing jobs, retail businesses, and tax revenue to the community. He feels the airport hangar project is a valuable public asset, and this project requires no City funds.

- John Hensley – (Agenda Items 7.g. 11., and 14.) He recommended publishing the flock camera audit and Polco survey results. He also requested disclosure of costs for collective bargaining agreement.

**5. City Council Announcements and Proclamations.**

There were no announcements or proclamations.

**6. Authorities, Boards, Commissions and Committees**

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

**7. Consent Docket**

**a. Approval of Minutes**

- i. The Regular Meeting Minutes of July 7, 2025.

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

- i. Appointment of Mr. Denis Doe to a three-year term on the Community Center Trust Authority at the recommendation of Councilman Sherrick.
- ii. Reappointment of Mr. Jay Webster and Mr. Ryan Reynolds to additional three-year terms on the Community Center Trust Authority at the recommendation of Councilman Sherrick.

**c. Approval of Resolutions**

- i. Amending the budget of the City of Bartlesville for Fiscal Year 2024-2025 appropriating unbudgeted revenue for the Health Insurance Fund.
- ii. Amending the budget of the City of Bartlesville for Fiscal Year 2024-2025 appropriating unanticipated revenue for the Municipal Airport Fund.

**d. Approval and Ratification of Agreements, Contracts, Engagement Letters, Grant Applications, Leases, MOU's, Ordinances, Proposals and Task Orders.**

- i. Ordinance amending the Employee Defined Benefits Contribution Plan.
- ii. Software Agreement between the City of Bartlesville and Velocity EHS for electronic maintenance of the City's safety data sheets, in the amount of \$6,944.64.
- iii. Claim voucher for the Oklahoma Department of Libraries (ODL) grant LITDEV400-24, previously accepted in June 2025-this form is required by ODL to reimburse the funds to the City, in the amount of \$219.40.
- iv. Membership agreement between Amigos Library Services and Bartlesville Public Library/City of Bartlesville in the amount of \$500.
- v. Interlocal Agreement between the Board of County Commissioners of Washington County, Oklahoma and the City of Bartlesville to provide the cooperating agencies with aerial surveys through oblique georeferenced imagery provided by Pictometry International Corp., in the amount of \$7,378.00 annually.
- vi. Service Contract and Statement of Work from Invoice Cloud for online utility payments and processing, with budgetary impact based on customer usage.
- vii. Agreement (three-year) between the City of Bartlesville and Bixby Telecom (BTC) to support the City's telecommunications infrastructure, replacing the existing AT&T lines at the dispatch center while continuing to utilize the current equipment.
- viii. Task Order No. 6 to the Master Service Agreement with Parkhill, Smith and Cooper for Airport Consulting Services, covered by grants through the Bartlesville Development Authority.

- ix. Task Order No. 7 to the Master Services Agreement with Parkhill, Smith and Cooper for Airport Consulting services, 40% reimbursable through an ODAA grant and the remaining 60% funded by the Bartlesville Development Authority.
  - x. Grant application to the Oklahoma Department of Aerospace and Aeronautics, for ODAA BVA-26H-S, to provide 40% funding for hangar bid items within Bid No. 2025-2026-005 Construct Box Hangar.
  - xi. Grant application to the Oklahoma Department of Aerospace and Aeronautics, for ODAA BVO-26-S, to provide 95% funding for paving bid items within Bid No. 2025-2026-005 Construct Box Hangar.
  - xii. Memorandum of Understanding between the Bartlesville Development Authority (BDA) and the City of Bartlesville for reimbursement of construction cost and expenses of a hangar at the Bartlesville Municipal Airport in exchange of a long-term lease agreement of the hangar from the City to the BDA for nominal rent of \$1.00 per year.
- e. Receipt of Report of Findings Regarding an Appeal**
- i. Summary report regarding call for services at 353 SE Waverly Ave., Bartlesville, Oklahoma.
- f. Receipt of Bartlesville NEXT Progress Report**
- i. Bartlesville NEXT Progress Report July 2025
- g. Receipt of ALPR (Flock Cameras) Report**
- i. ALPR Report for July 2025
- h. Receipt of Financials**
- i. Interim financials for twelve months ending June 30, 2025.
- i. Receipt of Bids**
- i. Bid No. 2025-2026-004 for N. Sunset Blvd. Bridge over Butler Creek
  - ii. Bid No. 2025-2026-006 for 2023 G.O. Bond Asphalt Street Rehabilitation

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. East pulled Agenda Item 7.c.i., Mr. Kirkpatrick pulled Agenda Items 7.d.xii. and 7.g. and Mayor Curd pulled Agenda Item 7.h.

Vice Mayor Dorsey moved to approve the Consent Docket with the exception of Agenda Items 7.c.i., 7.d.xii., 7.g., and 7.h, seconded by Mr. Kirkpatrick.

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

Agenda Item 7.c.i. Amending the budget of the City of Bartlesville for Fiscal Year 2024-2025 appropriating unbudgeted revenue for the Health Insurance Fund.

Mr. East inquired about the need for reappropriating this amount. Mr. Muninger reported that prescription drug costs, especially GLP-1 medications have increased sharply to \$1.2 million annually. The City is self-funded therefore this increase required additional funds in the Health Insurance Fund to balance the Internal Service Fund. He added there was no impact on services, and that future cost-control strategies are currently in development.

Agenda Item 7.d.xii. Memorandum of Understanding between the Bartlesville Development Authority (BDA) and the City of Bartlesville for reimbursement of construction cost and expenses of a hangar at the Bartlesville Municipal Airport in exchange of a long-term lease agreement of the hangar from the City to the BDA for nominal rent of \$1.00 per year.

Mr. Kirkpatrick invited Chris Batchelder, Vice President of the Bartlesville Development Authority, to provide information about the proposed MOU. Mr. Batchelder reported that a lease is required by FAA/ODAA rules; the City is required to own the facility; the BDA funds 60%, State grant funds 40%.; the BDA will manage and sublease the hangar; revenues are reinvested in economic development; and how the project is backed by market analysis showing a strong demand. He concluded that there have already been inquiries from interested parties in the hangar.

Agenda Item 7.g.i. ALPR Report for July 2025

At Mr. Kirkpatrick's request, Police Chief Ickleberry reported that the public portal provides anonymized access data; that license plates and sensitive data is removed for privacy; and that camera relocations to comply with the City ordinance is expected to be complete within four weeks.

Agenda Item 7.h.i. Interim financials for twelve months ending June 30, 2025.

At Mayor Curd's request, Mr. Muninger reported that in regard to the fiscal year ending June 30, the General Fund, sales tax was +1.6% over budget; use tax was +10% over budget. He reviewed Investment Income, Wastewater, Water and Sanitation Funds stating that all are doing well. He concluded that conservative budgeting provided for year-end flexibility.

Vice Mayor Dorsey moved to approve Items 7.c.i., 7.d.xii., 7.g.i. and 7.h.i., seconded by Mr. East.

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. 2025-2026-004 for N. Sunset Blvd. Bridge over Butler Creek. Presented by Councilman Kirkpatrick.**

Mr. Kirkpatrick provided the bid information. Mr. Roper, project engineer for the City, provided information as well and a brief discussion covered the pedestrian bridge portion of the project which funding will be considered at a later date; the bridge deck; scheduling two separate contractors for the project; and how the project could begin as early as September.

Mr. Kirkpatrick moved to award Bid No. 2025-2026-004, base bid only, to Bright Lighting, Inc., Tulsa, OK, in the amount of \$2,104,434.32, seconded by Vice Mayor Dorsey.

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. 2025-2026-005 for Construct Box Hangar for the Bartlesville Municipal Airport. Presented by Councilman Kirkpatrick.**

Mr. Kirkpatrick provided the bid information. A brief discussion covered Koehn Construction Services, their qualifications; and the ODAA, the grants they are providing and what a great partner they are and have been in the development of the City's airport.

Mr. Kirkpatrick moved to award Bid No. 20225-2026-005; ODAA BVO-26-HS; ODAA BVO-26-S to Koehn Construction Services, Fredonia, KS, in the amount of \$5,011,059.66, seconded by Vice Mayor Dorsey.

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

**10. Discuss and take possible action to award Bid No. 2025-2026-006 for 2023 G. O. Bond Asphalt Street Rehabilitation. Presented by Councilman East.**

Mr. East provided the bid information. A brief discussion covered how Brent Bell Construction is a good company and has completed several projects in the community; and how evenly the rehabilitation plan has been spread throughout the City.

Mr. East moved to award Bid No. 2025-2026-006 to Brent Bell Construction, LLC, base bid and add-alternate bid, in the amount of \$1,446,661.87, seconded by Mr. Kirkpatrick.

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

**11. Presentation by Polco (Policy Confluence) Inc. regarding a communitywide survey conducted in March/April 2025. Presented by Kelsey Walker, Marketing and Communications Manager.**

Ms. Walker introduced Jason Neumeyer, Director of Survey Research, Polco, who provided the presentation. He starting by noting the City's strategic goal of gathering meaningful resident feedback to assess satisfaction, evaluate services, and guide future planning. The City contracted Polco to conduct the National Community Survey (NCS) in Bartlesville, a nationally benchmarked, statistically valid survey used nationwide. The survey process was conducted in Spring 2025, mailed to 3,500 randomly selected households with a postcard invitation followed by reminder mailing. Residents could respond online, via QR code, or request paper copies. 390 responses were received (12% response rate,  $\pm 5\%$  margin of error) and responses were weighted for demographic representation using Census and ACS data. A separate open-participation survey received 481 responses; results reported separately. The National Benchmark Comparisons as follows: 123 survey items measured; 3 higher than national average; 93 similar to national average; 27 lower than national average.

Mr. Neumeyer reported key findings:

1. Government Performance – 70% rated customer service as excellent/good; public information, respect, and honesty rated similarly to national averages.
2. Safety – 90% felt safe in neighborhoods and downtown during the day; fire and EMS services received high marks.
3. Local Economy – Business quality and downtown vibrancy rated moderately; economic health and business variety below benchmarks.
4. Health & Wellness – Opportunities rated below national averages; mental health care access rated lowest (~30% positive).
5. Mobility – Travel by car rated highly; public transit access and use well below benchmarks.
6. Education & Recreation – Library services highly rated; recreation programming and facilities below benchmarks.

Custom survey questions concluded there was high support for securing future water supply (90% for 50 years; 80% for 100 years), and top five-year priorities are homelessness reduction, public safety, infrastructure improvements, attainable housing, and child care solutions.

Discussion covered the importance of tracking trends over time; interest in using the “gap chart” to align resource allocation with community priorities; observed that recreation programming interest did not match traditional program priorities (e.g., youth sports); and all agreed the data would be valuable for upcoming planning retreats and decision-making.

**12. Unsheltered Homeless Task Force Update. Presented by Rachel Showler, Task Force Member.**

Councilman and Task Force Chairman Kirkpatrick reported that the Task Force is planning a Helping Organizations Summit for October 22, 11:00 a.m.—1:00 p.m. at Tri-County Tech. The goal of the summit is to bring together shelters, food distribution organizations, churches, counseling agencies, and other service providers to share resources and findings. It will be open to the public, but targeted to organizations who assist the homeless unsheltered on a regular basis.

**13. Discuss and take possible action on an appeal by Jefferson B. Lee of the Hearing Examiner’s Order of Abatement for demolition and removal of dilapidated structure at 353 SE Waverly Ave., legally described as Lot 7, Blk 3 Pennington Hills Addition, Bartlesville, Washington County, Oklahoma (Code Enforcement Case Number DS-0525-0398). Presented by Greg Collins, Special Project Manager, Community Development.**

Mr. Collins provided the staff report and findings beginning May 9, 2025. The property was investigated after a police complaint; multiple municipal code violations documented, including severe structural damage, electrical hazards, plumbing failures, infestation, and unsanitary conditions. Three children were removed by DHS due to unsafe living conditions. June 11, 2025, the hearing examiner declared the structure dilapidated and unsafe, and ordered demolition within 30 days. Additional information regarding inspection findings and police call history was provided: Inspection Findings: Missing/damaged studs; structural stability concerns, overloaded circuits; exposed wiring and plumbing, broken roof, siding, and windows; moisture intrusion, with 37 significant code violations identified by Building Inspector. Police Call History: 142 service calls since December 2020, including domestic disturbances, assaults, burglaries, and nuisance reports.

The appellant, Mr. Lee, attributed damage to adopted nephews with violent behavioral issues. He reported willingness of DHS, Youth Villages, and Cherokee Nation to assist with repairs if the demolition order is lifted. He also reported that he has a Proposed Deed in Lieu of Foreclosure to transfer property to lender, allowing the bank to rehabilitate the home. The Council and the appellant discussed, at length, his situation with his nephews, his job status, where the family would live if removed from the structure, and the efforts he has made to-date to keep it from being demolished. Further discussion among the Council covered the consensus that the structure is unsafe for occupancy; demolition is warranted unless the property is transferred to the lender; an option identified of conditional rescission of demolition order upon execution of deed in lieu within 30 days; and bank ownership is expected to result in the securing and rehabilitation of the property.

Vice Mayor Dorsey moved to allow 30 days for appellant, Mr. Lee, to execute his Deed In Lieu Of Foreclosure to his mortgage company, and secure alternate housing, during which time City staff is to work with lender on abatement, and for staff to provide a report on the situation at the next Council meeting, seconded by Mr. East.

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

**14. Discuss and take possible action to approve the Collective Bargaining Agreement between the City of Bartlesville and Fraternal Order of Police, Lodge 117 (the FOP), for Fiscal Year 2025-2026. Presented by Jess Kane, City Attorney.**

Mr. Kane reported that negotiations have concluded with the FOP with the recommendation for the Council approval. The following changes were agreed upon: a two-and-a-half percent merit increase and two-and-a-half percent COLA, matching general employees, added differential pay for night shifts and specialized duties, and minor language updates coordinated with police command staff outside of formal negotiations. Mr. Kane stated his appreciation to the FOP for working with their administration at the police department as well as with he and City management.

Mr. Kirkpatrick moved to approve the Collective Bargaining Agreement 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

**15. Discuss and take possible action to amend the City Council's Leadership Statements. Presented by Mike Bailey, City Manager.**

Mr. Bailey reported that this item should be presented by Councilman East as it was his amendments to the previously approved document that brings it back for amendment approval. Mr. Sherrick had also submitted suggested edits for grammatical improvements. The original and amended documents were included, as well as Mr. Kirkpatrick's input on Section 3, Quality of Life. All agreed the amended document was satisfactory.

Mr. East moved to approve the amended City Council Leadership Statement as discussed, seconded by Mr. Kirkpatrick.

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

**16. New Business.**

There was no new business.

**17. City Manager and Staff Reports.**

Mr. Bailey reported on the Pavement Preservation Project covering how weather, contractor issues, and phase sequencing has affected the process. Currently, the contractor is between Phase 2 (aggregate placement) and Phase 3 (sweeping loose aggregate and applying HA5 sealant). Phase 3 will involve 12-hour lane closures, though no property will be completely inaccessible. Phase 4 will involve restriping. He encouraged citizens to utilize the City newsletter, City Beat, or use the City's website to stay apprised of continued updates and planned road closures. Door-to-door notifications by the contractor for affected areas, particularly regarding trash collection adjustments, is underway. He reported the trash collection adjustments for this week. In response to Council questions, Mr. Bailey stated that the contractor is coordinating with Bartlesville Public Schools to avoid significant disruptions when school starts, as well as coordinating with USPS to adjust delivery methods in affected construction zones. He added that this new procedure and product has been educational, and will be evaluated as the project progresses and is finalized.

Mr. Bailey provided an update on the E Coli investigation and corrective actions. A positive test was traced to contamination within a sample station, not the water system. The investigation used hydro-excavation for removal, and the station's internal spigot lacked a \$2 protective cap, allowing debris entry and a contaminant identified as organic matter was found in the standpipe. He

confirmed that protective caps have been installed on all sampling stations, and new protocols are under development and will be shared with Council and public. The Oklahoma Department of Environmental Quality (ODEQ) is conducting an independent review. Mr. Bailey stated that in the future, earlier public communication is warranted when follow-up testing is ordered, and internal response will be escalated immediately upon initial contamination notification.

**18. City Council Comments and Inquiries.**

Mr. Kirkpatrick reported that Shavon Robles, Westside Community Center Director, and its volunteers, have been working with Mr. Blackwood on his dilapidated structure that was addressed by City Council at the July 7, 2025 Council meeting. The property has been secured, and Mr. Blackwood has agreed to removal of the structure. He stated his appreciation to the volunteers at WCC who assisted Mr. Blackwood with his property recognizing that the collaboration may well preserve a property for productive future use.

**19. There being no further business to address, Mayor Curd adjourned the meeting at 8:16 p.m.**



James S. Curd, Jr., Mayor



Jason Muninger, CFO/City Clerk

