



**MINUTES OF THE
SPECIAL WORKSHOP MEETING
OF THE
BARTLESVILLE CITY COUNCIL**

**Bartlesville Municipal Airport in the
Terminal Building located in the Circle
Drive at the end of 401 Wiley Post Road
Bartlesville, OK 74003**

**Thursday, December 5, 2024
12:00 p.m. (noon)**

Mayor Jim Curd, Jr.

Minutes

(The Notice of Meeting and Agenda was filed at 12:00 p.m. Tuesday, December 3, 2024.)

City Council present were Mayor Jim Curd, Jr., Vice Mayor Trevor Dorsey, Councilmembers, Tim Sherrick, Larry East and Aaron Kirkpatrick.

City staff present were Mike Bailey, City Manager; Jess Kane, City Attorney; Laura Sanders, Assistant City Manager; Jason Muninger, CFO/City Clerk; Terry Lauritsen, Director of Water Utilities; Micah Siemers, Director of Engineering; Keith Henry, Director of Public Works; Matt McCollough; Director of IT; Kelli Williams, Chief Communications Officer; Kiley Roberson, Director of Library and History Museum; Robin Betts, Director of Human Resources; Larry Curtis, Director of Community Development; and Elaine Banes, Executive Administrative Assistant. Guests attending were David Wood, President of the Bartlesville Development Authority and Chris Wilson, President of the Bartlesville Redevelopment Trust Authority.

- 1. The special workshop meeting of the Bartlesville City Council was called to order at 12:10 p.m. by Mayor Curd.**
- 2. Roll call was conducted and a quorum established.**
- 3. The invocation was provided by Vice Mayor Dorsey.**
- 4. Citizens to be heard.**

There were no citizens to be heard.

- 5. Conduct Council Orientation. Presented by Mike Bailey, City Manager.**

Using PowerPoints, Mr. Bailey, Directors and Mr. Kane presented a thorough orientation covering a Council Handbook overview reviewing the executive summary, conduct, ethics and conflicts of interest, understanding municipal trust and authorities, and best practices for elected officials. Also covered was accountability of elected officials, staff accountability, form of government, role of Council, role of Manager, Council communication with City staff, how to be successful as a Councilmember, fiduciary duties, conflict of interest, code of ethics, meeting rules of conduct, Councilmember responsibilities, Trusts, Boards and Committees, special rules for Trusts, documents and processes, and the Charter and Municipal Code. Additionally covered was Accounting funds, Strategic Plan-Bartlesville NEXT, Endeavor 2045, Capital Plan and elections, current GO Bond authorizations and the half-cent sales tax extension (CIP), G.O. Bonds, CIP Sales Tax, Stabilization Reserve Fund, and the Organizational Chart. From there, every department was presented individually by their respective directors. They

introduced themselves and provided an overview of responsibility and service of their department.

Discussion on these topics covered Council communication with employees on all city related business must go through the City Manager, and in particular, union employees; how the process for city business discussions/negotiations with union employees works through the City Attorney and staff; how Council attendance at union meetings is not advised and usually not allowed for non-union members, except by invitation only according to Mr. Kirkpatrick; and how City Administration is open at all times to listen, discuss and receive input from Councilmembers.

Additional discussion covered Endeavor 2045 with Mr. Curtis responding to questions about the process from the beginning to the adoption. He provided that the Plan was reviewed by City Planning Commission and City Council several times as well as by the Advisory Committee and the public; the statistics of citizens who responded to the survey; how the Plan was adopted with a 30-day comment period (which ended on this date 12/5/24); and how Vice Mayor Dorsey served on the Advisory Committee and he listed the diverse membership of the committee. Further discussion included the possibility of holding an additional public meeting; Mr. Curtis offering training to the Council members on planning and development and the process involved; and that the questions staff received when they attended a recent WCGOP meeting and responses to those questions will be copied to Councilmembers.

A brief discussion explained concrete vs asphalt rebuilt streets; if bridge engineering could possibly be brought in-house; how there are seven bridges in our community with four of the bridges owned and maintained by ODOT; and water pricing from Hulah and Copan lakes.

Information designated as "Hot topics" was presented. Water and Wastewater by Mr. Lauritsen, Utility Rate Charges by Mr. Muninger and Mr. Bailey, Economic Development/Bartlesville Development Authority by Mr. Wood, and Drag Queen Legislation by Mr. Kane were presented in detail. The discussion that ensued was mostly pertaining to the Drag Queen issue covering the different legislative cases Mr. Kane presented; options provided by Mr. Kirkpatrick such as to narrowly tailor an ordinance or to set parameters for special event permits; community standards, how they can be developed; community standards and the first amendment protections; and how the ACLU handles these cases in court and the cost to communities, with a high percentage of cities losing the case.

6. City Manager and Staff Reports.

Mr. Bailey stated that he would contact and/or meet with each council member to obtain their priorities. He thanked the Council and Directors for their attendance and participation in the orientation.

7. City Council Comments and Inquiries.

Members of the City Council thanked Mr. Bailey and the Directors for a very informative day.

8. There being no further business to address, Mayor Curd adjourned the meeting at 6:25 p.m.

(The PowerPoints are available upon request. rebanes@cityofbartlesville.org.)


Jason Muninger, CFO/City Clerk


Jim Curd, Jr., Mayor

