



**Council Chambers
401 S. Johnstone Avenue
Bartlesville, OK 74003**

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

**December 8, 2025
5:30 p.m.**

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

MINUTES

(The Notice of Meeting and Agenda was posted December 4, 2025 at 11:30 a.m.)

City Council in attendance was Mayor James S. 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; Deputy Police Chief Troy Newell; Deputy Police Chief Andrew Ward; Fire Chief H.C. Call; Kiley Roberson, Library and Museum Director; 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 Mr. Kirkpatrick.**
- 4. Public Comments on Agenda Items.**

There were no public comments.

- 5. Official Mayor Proclamation in Honor of Mother Viola Ford Fletcher. Presented by Mayor Curd.**
- 6. Discuss and take possible action to approve Ordinance No. 3610: an Ordinance of the Council of the City of Bartlesville, Oklahoma, authorizing the calling and holding of a special election in the City of Bartlesville, State of Oklahoma (the "City"), on the 10th day of February, 2026, for the purpose of submitting to the registered qualified electors of said City the question of the issuance of General Obligation Bonds of said City in an amount not to exceed the sum of Eighteen Million Dollars (\$18,000,000) to be issued in series to provide funds for the purposes of: (i) acquiring and equipping a replacement fire fighting apparatus, to be owned exclusively by the City, (ii) constructing, reconstructing, repairing, improving, and rehabilitating existing streets, roads, bridges, and intersections in the City (including lighting, sidewalks/bikepaths, landscaping, related drainage improvements, driveway reconstruction, and other related improvements); and (iii) constructing, expanding, repairing, which may also include improving, renovating, acquiring and equipping parks and recreational facilities, all to be owned exclusively by the City; all to be completed with or without the use of other funds, and levying and collecting an annual tax, in addition to all other taxes, upon all the taxable property in said City for the payment of the interest and principal on said Bonds; providing for election procedures; authorizing professional services agreements pertaining to the issuance of said Bonds; declaring an emergency; and containing other provisions related thereto.**

Mr. Allen Brooks, The Public Finance Law Group PLLC, confirmed that the ordinance reflects the Council's project list discussed the prior week and noted that general obligation bond elections must be called by ordinance, whereas related sales tax propositions are called by resolution. The special election must be called promptly to meet statutory timelines, the ordinance includes three propositions, with two additional sales tax propositions addressed separately.

Mr. Kirkpatrick moved to adopt Ordinance No. 3610 as presented, seconded by Mr. East.

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

Voting Nay: None

Motion: Passed

7. Discuss and take possible action approving the Emergency Clause for Ordinance No. 3610.

Mr. Bailey explained that the emergency clause is necessary to ensure the ordinance becomes effective immediately so it can be filed with the County Election Board the following morning.

Vice Mayor Dorsey moved to approve the Emergency Clause for Ordinance No. 3610 as presented, seconded by Mr. Sherrick.

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 approve Ordinance No. 3611: an Ordinance extending the levy of a one-quarter of one percent sales tax which tax is currently levied and authorized by Ordinance No. 2579, as heretofore amended, in addition to all other State, County and City sales taxes upon the gross proceeds or gross receipts derived from all sales to any person taxable under the sales tax law of Oklahoma including but not limited to certain enumerated sales listed therein; providing for subsisting State permits; providing for the purpose of the tax and earmarking the same; providing for effective date and duration of said tax; incorporating certain provisions of prior City ordinances; authorizing City Council to make administrative and technical changes and additions; making the tax cumulative; providing severability of provisions; requiring approval of this Ordinance by a majority of registered qualified electors voting at an election held for such purpose as provided by law; and containing other provisions related thereto.

Mr. Brooks reported that this Ordinance is to extend the existing 1.25% economic development sales tax for an additional five years (July 1, 2026 – June 30, 2031). He confirmed that this is an extension, not a tax increase. Mr. Bailey added that all three recurring taxes will now be aligned on the same cycle.

Mr. Kirkpatrick moved to adopt Ordinance No. 3611 as presented, seconded by Mr. East.

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 approve Resolution No. 3757: a Resolution authorizing the calling and holding of an election in the City of Bartlesville, State of Oklahoma, on Tuesday, February 10, 2026, for the purpose of submitting to the registered qualified electors of said City the question of approval or rejection of Ordinance No. 3611 of the City relating to the extension of a one-quarter of one percent (1/4%) excise tax (sales tax) through June 30, 2031 to provide revenues for the operation of an economic development program, as more specifically set out in Ordinance No. 3611 of said city; and containing other provisions relating thereto.

Mr. Brooks noted a drafting error in Section 2, where language referencing "bond projects" had been carried over inadvertently. The correction removes the phrase concerning specific bond projects and replaces it with a semicolon after "propositions to be voted upon."

Mr. East moved to approve Resolution No. 3757 as amended, seconded by Mr. Sherrick.

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 approve Ordinance No. 3612: an Ordinance extending the levy of a one-half of one percent sales tax which tax is currently levied and authorized by Ordinance 2716 and extended by Ordinance 2784, Ordinance 3001, Ordinance 3097, Ordinance 3264, Ordinance 3404, and Ordinance 3522, in addition to all other State, County and City sales taxes upon the gross proceeds or gross receipts derived from all sales to any person taxable under the sales tax law of Oklahoma including but not limited to certain enumerated sales listed therein; providing for subsisting State permits; providing for the purpose of the tax and earmarking the same; providing for effective date and duration of said tax; incorporating certain provisions of prior City ordinances; authorizing City Council to make administrative and technical changes and additions; making the tax cumulative; providing severability of provisions; requiring approval this Ordinance by a majority of registered qualified electors voting at an election held for such purpose as provided by law; and containing other provisions related thereto.**

Mr. Brooks reported that Ordinance 3612 is to extend the existing ½ of one percent sales tax for Capital Improvements Program (CIP) for an additional five years, consistent with prior renewal cycles.

Vice Mayor Dorsey moved to adopt Ordinance 3612 as presented, seconded by Mr. Kirkpatrick.

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

Voting Nay: None

Motion: Passed

- 11. Discuss and take possible action to approve Resolution No. 3758: a Resolution authorizing the calling and holding of a special election in the City of Bartlesville, Oklahoma, on Tuesday, February 10, 2026, for the purpose of submitting to the registered qualified electors of said City the question of approval or rejection of Ordinance No. 3612 of the City relating to the extension of a one-half of one percent (0.5%) excise tax (sales tax) through June 30, 2031, all as more fully set out in Ordinance No. 3612 of said City; and containing other provisions related thereto.**

Mr. Brooks recommended applying the same amendment made to Resolution 3757 by removing incorrect language referencing bond projects.

Mr. East moved to approve Resolution No. 3758 as amended, seconded by Mr. Kirkpatrick.

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

Voting Nay: None

Motion: Passed

- 12. Discuss and take possible action to approve a resolution to amend the Unsheltered Homeless Task Force to address the rise in unsheltered homelessness and associated issues in the City of Bartlesville to extend the Tax Force through July 31, 2026. Presented by Councilman Kirkpatrick.**

Mr. Kirkpatrick, who serves as Chairman of the Unsheltered Homeless Task force, reported that Bartlesville's homeless count has declined over the past six months; the Task Force continues to make progress and values monthly collaboration; and that several initiatives remain underway. Those initiatives are finalizing signage and outreach materials, rolling out the Charity Tracker system for

coordinated case management, supporting implementation of ordinances taking effect January 1, and the development of community court under Municipal Judge Gentges.

Mr. Sherrick expressed his opinion that the Task Force should eventually transition into a self-sustaining community-led coalition. Mr. Kirkpatrick agreed but added that some initiatives such as the Charity Tracker integration requires technical steps to merge data from organizations already using the software, and the Task Force stated their interest in seeing them through the process, as well as overseeing the other stated initiatives. Mr. Kirkpatrick praised the Task Force's leadership and the community's collaborative approach to addressing homelessness.

Mr. Kirkpatrick moved to approve a resolution to extend the Unsheltered Homeless Task Force an additional seven months through July 31, 2026 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. Discuss and take possible action to establish a Police Canine Retirement Fund within the guidelines of the Retired Police Canine Directive to ensure that retired police dogs (RPDs) and their adopting owners or handlers receive appropriate financial assistance and recognition for their service and protection of the community. Presented by Deputy Chief Troy Newell.

Deputy Police Chief Newell presented a proposal to establish a Police Canine Retirement Fund under the Retired Police Canine Directive. The purpose of the fund is to ensure that retired police dogs and their adoptive handlers receive appropriate financial assistance and formal recognition following the dogs' service to the community.

The initiative originated with Mayor Curd and Vice Mayor Dorsey. Police leadership expressed appreciation, noting the significant impact the fund will have on handlers, adopters, and the longevity of the department's canine program.

Discussion covered how the fund is intended to offset financial burdens on handlers or adopters once a canine retires; expenses eligible for support include an initial stipend for basic supplies such as bedding, indoor crates, and food; routine veterinary care for the remainder of the dog's life; and end-of-life costs, including euthanasia and cremation. Additionally, each retired canine will also receive formal recognition, including a letter of achievement, a retirement plaque, and a framed photograph of the canine presented to the handler.

Additional discussion covered how the City Council may allocate up to \$6,000 annually within the Police Department budget for this purpose; all expenditures would follow standard documentation and accountability procedures; a special project fund will be established to accept donations, which may be tax-deductible, allowing the program to grow beyond the annual budget allocation; and how the community is very supportive, noting prior successful fundraising for the canine program. Discussion ensued covering average veterinary costs per retired canine; while the City currently pays for food and care during active service, all expenses shift to the handler post-retirement; scenarios in which medical costs could spike and how these would be managed; how decisions would be based on veterinarian guidance, age, likelihood of recovery, and humane considerations; and how community donations may be sought when unusually high expenses arise.

Deputy Chief Newell stated that the program will be reviewed annually to assess effectiveness, required adjustments, and adequacy of funding; how the Police Department or Police Foundation may maintain the dedicated accounts for donated funds; and provisions will allow the department to evaluate a retired canine's living conditions if concerns arise (e.g., changes in household circumstances) and intervene if necessary. He reported that there have been three canines retired this year: Baron, Thaddeus, and Atlas. Council members noted the value of the canine program, including school visits and community engagement. Deputy Chief Newell expressed appreciation for the Council's support and the work invested in developing the program.

Vice Mayor Dorsey moved to approve the establishment of a Police Canine Retirement Fund as presented, seconded by Mayor Curd.

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

14. City Manager and Staff Reports.

Mr. Bailey reported that the free yard debris collection began this week and will run through Friday. Customers can place the bags of yard debris on the curb on their normal trash collection day. A truck will be dispatched to pick them up.

He also encouraged citizens to participate in the Land Development Code Update. Information can be found on the City's website.

15. City Council Comments and Inquiries.

Mayor Curd wished everyone a Merry Christmas, and shared his appreciation to everyone's participation on the projects voted upon at this and earlier meetings.

16. There being no further business to address, Mayor Curd adjourned the meeting at 6:15 p.m.



James S. Curd, Jr., Mayor



Jason Muninger, CFO/City Clerk

