

**City of Bixby
City Council Meeting
Minutes
City Hall Municipal Building
116 W Needles, Bixby, OK 74008
December 10th, 2018 6:00 P.M.**

The agenda for the regularly scheduled meeting of the City Council of the City of Bixby was posted on the bulletin board at City Hall, 116 West Needles Avenue, Bixby, Oklahoma on December 7th, 2018 on or before 6:00 p.m.

Vice Mayor Guthrie called the meeting to order at 6:05 p.m.

City Clerk Yvonne Adams called the roll and all members were present except Mayor Easton and Councilor Decatur.

Members Present

**Guthrie
Blair
Girard**

Staff Present

**Jared Cottle, City Manager
Steve Oakley, City Attorney
Andy Choate, Assist. Police Chief
Jason Mohler, Dev. Service Dir.
Marcae' Hilton, City Planner
Charles Barnes, Finance Dir.
Bea Aamodt, Public Works Dir.
Joey Wiedel, Fire Marshal
Yvonne Adams, City Clerk**

PLEDGE OF ALLEGIANCE

Invocation was given by City Clerk Yvonne Adams.

**Vice Mayor Guthrie said Item #1 on the Consent Agenda is:
CITY CLERKS REPORT**

Consider and approve:

- a) Minutes for the Special Work Session meeting dated 11/26/18.
- b) Minutes for the Regular City Council meeting dated 11/26/18.
- c) Purchase to BTC and CDWG for equipment/services in an amount not to exceed \$142,854.82 for interoperability and continuity of government.
- d) Discuss and/or take action on job recruitment services contract with the Bixby Metro Chamber of Commerce.
- e) Discuss and/or approve accepting infrastructure from Utica Park Clinic located at 126th and Memorial.

Vice Mayor Guthrie asked if there are any questions or amendments to the consent agenda. Councilor Blair asked to discuss and vote on items c, d. City Staff made some clarifications to the item #c in question, while Bixby Metro Chamber of Commerce, President/CEO Krystal Crockett gave council some overview on the item #d in question. Councilor Blair made motion to approve, seconded by Vice Mayor Guthrie. The vote was taken with the following results:

Carried 3-0

Yes: Blair, Guthrie, Girard.

No: None

Vice Mayor Guthrie said item #1 on the Regular Agenda is:

Keas Field/Moore Practice Facility/Bentley Park User Agreement Update- Bixby Soccer Club.

Presented by: Jared Cottle

This item will be continued.

Vice Mayor Guthrie said on Item #2 on the Regular Agenda is:

Possible action to approve Ordinance No. 2268 agreeing to the closure and ultimate vacating, discontinuing and abandoning of part of an easement, affecting part of LOT TWELVE (12), BLOCK FIVE (5), SEVEN LAKES I, AN ADDITION TO THE CITY OF BIXBY, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO RECORDED PLAT NO. 6113. ALSO KNOWN AS 12626 SOUTH 71ST EAST AVENUE, in Section 2, Township 18-North, Range 13-East.

Presented by: Marcae' Hilton

City Planner Marcae' Hilton stated that is brought to us as an easement closure.

Vice Mayor Guthrie asked for a motion on item #2. Councilor Girard made motion to approve, seconded by Vice Mayor Guthrie. The vote was taken with the following results:

Carried 3-0

Yes: Girard, Guthrie, Blair.

No: None.

Vice Mayor Guthrie said on Item #3 on the Regular Agenda is:

Action includes first reading and/or possible approval of Ordinance No. 2268 with separate approval of an Emergency Clause.

Presented by: Marcae' Hilton

This item will be brought back for second reading.

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Vice Mayor Guthrie said on Item #4 on the Regular Agenda is:

Discussion and action of a guide for city policy and future land use in the city of Bixby through 2030, an ordinance adopting the city of Bixby comprehensive plan of 2030, providing for chapter 1 introduction of plan and overview, providing for chapter 2 community development, providing for chapter 3 community services, providing for chapter 4 interconnected infrastructure, providing for chapter 5 implementation and providing for map atlas; and, declaring an emergency.

Presented by: Marcae' Hilton

Others that spoke: Felipe Zubia, Matrix Design Group, Inc.

City Planner Marcae' Hilton stated that this is the final step in the approving and adopting the Comprehensive Plan which we started with an old plan and created an entirely new document. Maraca's stated that Development Services has the final updated documents for your approval. Maraca's stated that Felipe Zubia from Matrix Design Group, Inc. that was hired to take us through this process & he will give you a more detailed review of the process and the final documents.

Felipe Zubia, Matrix Design Group, Inc. gave council more detail on the final Bixby comprehensive plan with a presentation for any questions or clarifications.

Discussion continued on the item.

Vice Mayor Guthrie asked for a motion on item #4 to continue until the next meeting. Vice Mayor Guthrie made motion, seconded by Councilor Blair. The vote was taken with the following results:

Carried 3-0

Yes: Guthrie, Blair, Girard.

No: None.

Vice Mayor Guthrie said on Item #5 on the Regular Agenda is:

Action includes first reading and/or possible approval of ordinance No.2267 with separate approval of an emergency clause.

This item will be continued until the next meeting.

Vice Mayor Guthrie said on Item #6 on the Regular Agenda is:

Discuss and/or approve awarding the Dawes and City Hall Renovation Project; the lowest and best responsible bid was submitted by Miller-Tippens at \$4,458,000.

Presented by: Bea Aamodt

Others that spoke: Mike Hoey, 3310 SW Blvd

Public Works Director Bea Aamodt gave council a review about what the project is. Bea stated that we opened bids on November 15th with four contractors that submitted bids, Bea read the bids that were submitted.

City Attorney Steve Oakley recommends to pass this item until the next council meeting were we can have a full council.

Vice Mayor Guthrie asked for a motion on Item #6 to continue until the next meeting. Vice Mayor Guthrie made motion, seconded by Councilor Blair. The vote was taken with the following results:

Carried 3-0

Yes: Guthrie, Blair, Girard.

No: None.

Vice Mayor Guthrie said on Item #7 on the Regular Agenda is:

Resolution No. 2018-17 is a Resolution setting forth reasons for not awarding the Dawes and City Hall renovation project to the lowest bidder.

This item was continued until the next meeting.

Vice Mayor Guthrie asked to recess the regular meeting at 6:45 p.m.

Vice Mayor Guthrie asked to reopen the regular meeting at 6:47 p.m.

Vice Mayor Guthrie said on Item #8 on the Regular Agenda is:

1. Motion to enter into Executive Session for the following purposes: Mayor Easton

- a) *Discussion on the annual employee performance and employment contract review of the City Manager. Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.1.*

Vice Mayor Guthrie asked for a motion on Item #8 to continue until the next meeting. Girard made motion, seconded by Vice Mayor Guthrie. The vote was taken with the following results:

Carried 3-0

Yes: Girard, Guthrie, Blair.

No: None.

Vice Mayor Guthrie said on Item #9 on the Regular Agenda is:

Motion to exit Executive Session and reconvene in Open Session.

This item was continued until the next meeting.

Vice Mayor Guthrie said on Item #10 on the Regular Agenda is:

Consider and take any necessary action resulting from the annual employee performance and employment contract reviews of the City Manager.

The item was continued until the next meeting.

Vice Mayor Guthrie said on Item #11 on the Regular Agenda is:

City Manager's Report

- Winter Wonderland/Ice Skating Rink
- Bixby Historical Society has Eldon T. Bixby visits downtown Bixby and also the festival of trees on December 14th lighting at 5:30 pm.
- Christmas Movies at the NUSHO Theater on December 14th
- Pictures with Santa 4-5/ Bixby Community Center
- Christmas Crafts at the Bixby Public Library
- Flowtography at 12 West Event Center
- Bixby Christmas Parade starts at 6:30 pm.
- Buy Bixby Final at CYEP at 7:30 p.m.
- The Christmas Train December 18th
- Natalie Brady December 18th at 7-8:33 p.m. at the CYEP

Vice Mayor Guthrie said on Item #12 on the Regular Agenda is:

New Business

There being none.

Adjournment was called at 6:47 p.m.

MAYOR

ATTEST

CITY CLERK

BIXBY PUBLIC WORKS AUTHORITY MEETING
Board of Trustees
Municipal Building
Minutes
116 W. Needles, Bixby, OK 74008
December 10th 2018 6:00 P.M.
Time: 6:00 P.M. or immediately Following the City Council Meeting

The agenda for the regularly scheduled meeting of the City Council of the City of Bixby was posted on the bulletin board at City Hall, 116 West Needles Avenue, Bixby, Oklahoma on December 7th 2018 on or before 5:00 p.m.

Vice Mayor Guthrie called the Bixby Public Works Authority Meeting to order at 6:45 p.m. All members were present except Mayor Easton and Councilor Decatur.

Members Present

Guthrie
Blair
Girard

Staff Present

Jared Cottle, City Manager
Steve Oakley, Attorney
Charles Barnes, Finance Director
Marcae' Hilton, City Planner
Jason Mohler, Dev. Services Dir.
Andy Choate, Assist. Police Chief
Bea Aamodt, Public Works Dir.
Yvonne Adams, City Clerk

Vice Mayor Guthrie said Item #1 on the BPWA Consent Agenda is:
CITY CLERKS REPORT

Consider and approve:

- a) Minutes for the Bixby Public Works Authority meeting dated 11/26/18.

Vice Mayor Guthrie asked for a motion on the consent agenda. Councilor Blair made motion to approve, seconded by Vice Mayor Guthrie. The vote was taken with the following results.

Carried 3-0

Yes: Blair, Guthrie, Girard.

No: None

Vice Mayor Guthrie said on Item #1 on the Regular BPWA agenda is:
New Business

There being none.

Adjournment was called at 6:46 p.m.

MAYOR

ATTEST

CITY CLERK

BIXBY INDUSTRIAL AUTHORITY MEETING
Board of Trustees
Municipal Building
Minutes
116 W. Needles, Bixby, OK 74008
December 10th 2018 6:00 P.M.
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Andy Choate, Assist. Police Chief
Bea Aamodt, Public Works Dir.
Yvonne Adams, City Clerk

Vice Mayor Guthrie said on Item #1 on the Regular BPWA agenda is:
New Business

There being none.

Adjournment was called at 6:46 p.m.