

Notice and Agenda Work Session Meeting of The Bixby City Council

Dawes Conference Room
113 West Dawes, Bixby, Oklahoma 74008
February 22, 2021, at 5:00 P.M.

Call to Order

Mayor Guthrie

Roll Call

City Clerk Yvonne Adams

Agenda

1. Discussion on future virtual meeting requirements.

Mayor Guthrie

2. Presentation and discussion of Rowan Grove – Phase 2 proposal.

AAB Engineering

3. Discuss sales tax incentive proposal for Downtown restaurant.

Travis Davidson

4. Presentation and discussion on the Chambers' Downtown Committee.

Krystal Crockett

Notice of Posting

This Notice and Agenda was posted on the bulletin board this 19th day of February 2021, on or before 3:00 p.m., at City Hall, 116 West Needles, Bixby Oklahoma.

Respectfully submitted,
Yvonne Adams, City Clerk

Persons who require a special accommodation to participate in this meeting should contact City Clerk Yvonne Adams, 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or via Email: yadams@bixbyok.gov as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a TDD may contact OKLAHOMA RELAY at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

City Council Meeting Agenda

Municipal Building
116 W. Needles Ave., Bixby, OK 74008
February 22, 2021 at 6:00 P.M.

Call to Order

Mayor Guthrie

Roll Call

City Clerk Yvonne Adams

Pledge of Allegiance

Invocation

Consent Agenda

City Clerk's Report

Consider and approve:

- a) Minutes for the Work Session meeting dated 1/08/21
- b) Minutes for the City Council meeting dated 1/08/21.
- c) Resolution 2021-5 to amend the agreement establishing Oklahoma Municipal Assurance Group (OMAG).
- d) Discuss and/or take action on Authorizing the City Manager to execute Applications for Permits to construct for projects that have received

Persons who require a special accommodation to participate in this meeting should contact City Clerk Yvonne Adams, 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or email [City Clerk Yvonne Adams](mailto:yadams@bixbyok.gov) (yadams@bixbyok.gov) as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a Telecommunication Device for the Deaf may contact **Oklahoma Relay** at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

Preliminary Plat approval by the City Council or have otherwise been authorized by the City Council.

- e) Authorize signature of DEQ permit applications for construction of Water and Sanitary Sewer to serve the First Baptist Church.
- f) Acknowledge receipt of Permit No. WLO00072200890, Facility No 1020418, Yale Village Potable Water Line Extension.
- g) Acknowledge receipt of Permit No. SLO00072200892, Facility No S-20438, White Hawk Basin Sewer Interceptor.
- h) Resolution 2021-6 to Appoint Floodplain Administrator for the City of Bixby.
- i) Consider and take action on a Resolution 2021-7 dedicating certain City property as a Public Street.

Public comments are limited to items listed on the agenda.

Those wishing to speak on agenda items will need to appear in the City Council Chamber.

Persons who require a special accommodation to participate in this meeting should contact City Clerk Yvonne Adams, 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or email [City Clerk Yvonne Adams](mailto:yadams@bixbyok.gov) (yadams@bixbyok.gov) as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a Telecommunication Device for the Deaf may contact **Oklahoma Relay** at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

Regular Agenda

1. Proclamation acknowledging Aubrey McNeil for being named as a candidate in the U.S. Presidential Scholars Program.

Mayor Guthrie

2. Presentation and discussion on the Chamber's Downtown Committee.

Krystal Crockett

3. Consider and take action adopting an Ordinance annexing into the City of Bixby, Ok. at Owner's request; The southwest quarter (SE) of Section 21, Township 17 North, Range 13, East, Tulsa County Oklahoma, comprising 160 acres, and located at the Northwest corner of 161st and Yale Ave.

Phil Frazier

4. Consider and take action on Emergency Clause, such action being necessary for the public health, protection, and welfare.

Phil Frazier

5. Motion to enter into Executive Session:

Mayor Guthrie

- a) *Discussion on negotiations for and/or purchase of certain real property at 14101 South Memorial Drive, owned by HSG Acquisition Company, LLC, Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.3.*
- b) *Discussion on negotiations for and/or purchase of certain real property at Keas Road and Mingo Road, owned by Thelma Gibson Trustees, Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.3.*
- c) *Discussion on negotiations for and/or purchase of certain real property at 151st St. and Mingo Road, owned by Full Gospel Assembly International Ministry, Inc., Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.3.*

Mayor Guthrie

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6. Motion to exit executive Session and reconvene in open session. Mayor Guthrie

7. City Manager's Report

Jared Cottle

8. New Business

Mayor or Vice-Mayor

9. Adjournment

Mayor or Vice-Mayor

Notice of Posting

This Notice and Agenda was posted on the bulletin board this day of February 19th 2021, on or before 6:00 p.m., at City Hall, 116 W. Needles, Bixby Oklahoma.

Respectfully Submitted

Yvonne Adams
City Clerk

Persons who require a special accommodation to participate in this meeting should contact City Clerk Yvonne Adams, 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or email [City Clerk Yvonne Adams](mailto:yadams@bixbyok.gov) (yadams@bixbyok.gov) as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a Telecommunication Device for the Deaf may contact **Oklahoma Relay** at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

Bixby Public Works Authority Meeting

**Board of Trustees
Municipal Building
116 W. Needles Ave., Bixby, OK 74008
February 22, 2021**

Time: 6:00 P.M. or immediately Following the City Council Meeting

Call to Order

Chairman

Roll Call

Secretary

Consent Agenda

Secretary's Report

Consider and approve:

- a. Minutes for Bixby Public Works Authority regular meeting 02/08/21.

Regular Agenda

1. New Business

Chairman

Persons who require a special accommodation to participate in this meeting should contact City Clerk Yvonne Adams, 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or email [City Clerk Yvonne Adams](mailto:yadams@bixbyok.gov) (yadams@bixbyok.gov) as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a Telecommunication Device for the Deaf may contact **Oklahoma Relay** at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

2. Adjournment

Chairman

Notice of Posting

This Notice and Agenda was posted on the bulletin board this day of February 19th 2021, on or before 6:00 p.m., at City Hall, 116 W. Needles, Bixby, Oklahoma.

Respectfully Submitted

Yvonne Adams

City Clerk

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City of Bixby City Council Work Session Meeting Minutes

**City Hall Municipal Building
116 W Needles, Bixby, OK 74008
February 8, 2021 5:00 P.M.**

The Work Session agenda for the regularly scheduled meeting of the City of Bixby was posted on the bulletin board at City Hall, 116 W. Needles Avenue, Bixby, Oklahoma on February 5th on or before 4:00 p.m.

Mayor Guthrie called the meeting to order at 5:02 p.m. City Clerk Yvonne Adams called the roll and all members were present.

Members Present

Blair
Girard
Easton
Guthrie
Crawford

Staff Present

Jared Cottle, City Manager
Phil Frazier, City Attorney
John Wood, Parks Director
Charles Barnes, Finance Dir
Bea Aamodt, Public Works
Jennifer Rush, Events Coord
Joey Wiedel, Fire Chief
Yvonne Adams, City Clerk

Councilor Blair said item #1 on the Work Session agenda is:

Mayor Guthrie said item #1 on the Work Session agenda is:

Presentation of responses to the Privett & Midland Addition Request for Proposal.

Presented by: Jared Cottle

Others that spoke: Representatives from Roberts Proposal, Flats @151st and the Bixby Market.

City Manager Jared Cottle stated that we have scheduled time for presentation of each proposals to the City Council, each on presented a full digital presentation for council to review, with questions and answers following each presentation.

Discussion continued.
No action taken.

Adjournment was called at 5:52 p.m.

Mayor

Attest

City Clerk

City of Bixby City Council Meeting Minutes

**City Hall Municipal Building
116 W Needles, Bixby, OK 74008
February 08, 2021 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 February 5th on or before 6:00 p.m.

Mayor Guthrie called the meeting to order at 6:02 pm.

City Clerk Yvonne Adams called the roll and all members were present.

Members Present

Blair
Girard
Easton
Guthrie
Crawford

Staff Present

Jared Cottle, City Manager
Phil Frazier, City Attorney
Charles Barnes, Finance Dir.
Ike Shirley, Police Chief
Bea Aamodt, Public Works
Jennifer Rush, Events Coord
John Wood, Parks Director
Yvonne Adams, City Clerk

Pledge of Allegiance

Invocation was given by Phil Frazier.

Mayor Guthrie said Item #1 on the Consent Agenda is:

City Clerks Report

Consider and approve:

- a) Minutes of the City Council Regular meeting minutes dated 01/11/21.
- b) Minutes for the City Council meeting dated 01/11/21.
- c) Consider and approve User Group Contract with Bixby Youth Baseball Inc. as discussed in the January 11, 2021 Work Session.
- d) Consider and approve User Group Contract with Bixby Youth Soccer Association as discussed in January 11, 2021 Work Session.
- e) Discuss and/or approve Agreement with Kimley-Horn to design the signalization of State Highway 64 at the intersection

with 126th Street. The proposed design fee is a lump sum not to exceed amount of \$61,000.

Public comments are limited to items listed on the agenda.

Those wishing to speak on agenda items will need to appear in the City Council Chambers.

The first item to come before the council meeting was the Consent Agenda. Councilor Blair asked for discussion on Item E. This item involves the waiver of park reservation fees for an event at Charlie Young Park. Council advised that this is in keeping with past precedent.

Mayor Guthrie asked for a motion on the Consent Agenda. Councilor Blair made motion to approve, seconded by Councilor Girard. The vote was taken with the following results:

Carried 5-0

Yes: Blair, Girard, Crawford, Easton, Guthrie.

No: None.

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

Discuss and approve user group contract with the Spartan High School Lacrosse Club L.L.C.

Presented by: John Wood

Brian Nunley spoke on behalf of the lacrosse program conducted through Spartan High School Lacrosse Club, LLC. He explained that the Lacrosse Club would not meet at the subject park property other than the months of January through June due to its being a high school sponsored program.

Mayor Guthrie asked for a motion on item #1. Councilor Crawford made motion to approve, seconded by Councilor Blair. The vote was taken with the following results:

Carried 5-0

Yes: Crawford, Blair, Girard, Easton, Guthrie.

No: None.

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

Discuss and/or take action on directing Staff and City Attorney to initiate contract negotiations on the Privett Addition Request for Proposal.

Presented by: Jared Cottle

This item was to discuss and take necessary action regarding a proposal received regarding the Privett Addition request. Proposals were received by each of the

developers. Councilor Blair said he was leaning toward “the flats” and that he favors the smaller spaces coupled with the commercial activity. Councilor Girard said he would like more information on the square footage, that he was concerned about small size although he liked the blend with the commercial activity. Councilor Crawford also expressed concern about the small square footage and expressed interest in seeing more information on the interiors. During the course of discussion, Daniel Rule noted that only eight units of the development would have the smaller square footage (approximately 750 square feet). Mayor Guthrie asked for clarification and was told that they would be 8 units per 24 or roughly 30% which will be located over the retail units.

Mr. Kurt noted that all of the residence within his proposal were three-bedroom units on both sides of the duplex format. Vice Mayor John Easton stated he preferred the more traditional styling, as well as the larger size, which he felt was a better blend with the surrounding neighborhood.

Mayor Guthrie asked for a motion. Mayor Guthrie made motion for the City Manager and City Attorney to contact each party for he requested information, further discussion, and to come back to council with a recommendation. Seconded by Councilor Blair. The vote was taken with the following results:

Carried 5-0

Yes: Guthrie, Blair, Crawford, Girard, Easton.

No: None.

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

Discuss and/or take action on directing Staff and City Attorney to initiate contract negotiations on the Midland Addition Request for Proposal.

Presented by: Jared Cottle

This agenda item was to consider and initiate contract negotiations for the Midland Addition request/proposal. Gannon Brown had presented to council “The Bixby Market Place” and showed a slide presentation of the proposal. Mayor Guthrie noted that was the only proposal regarding the Midland Addition project.

Mayor Guthrie asked for a motion for item #3. Mayor Guthrie to direct the City Manager and City Attorney to engage in further conversation and come back to council with a recommendation. Councilor Crawford made motion to approve, seconded by Councilor Blair. The vote was taken with the following results;

Carried 5-0

Yes: Crawford, Blair, Girard, Easton, Guthrie.

No: None.

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

City Manager's Report

The City Manager read, and made a part of the record, a then you note from the family and citizens expressing appreciation to the City Council, City Fire Department, Police Department, and all the citizens of Bixby who joined together to express appreciation and celebration of the life of Chuck Foster.

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

New Business

There being no new business.

Adjournment was called at 6:32 pm.

Mayor

Attest

City Clerk

CONSENT AGENDA ITEM COMMENTARY

ITEM TITLE: Resolution to amend the agreement establishing Oklahoma Municipal Assurance Group (OMAG).

INITIATOR: City Treasurer Charles Barnes

STAFF INFO SOURCE: City Treasurer Charles Barnes

BACKGROUND: From time to time the OMAG Board of Trustees asks members to approve necessary updates to the Agreement Establishing OMAG (founding document). When OMAG was established in 1977, as a Title 74 Interlocal Agency, the term of the Agreement was set at 50 years. OMAG would like to extend the term of the Agreement Establishing OMAG in perpetuity so that they can continue to provide liability, property and workers compensation coverages, as well as, the various grants, training and other value added services to members indefinitely.

EXHIBITS: OMAG Resolution to Amend - attached.

KEY ISSUE: This action provides City of Bixby support to allow OMAG to continue providing insurance and other coverage / programs uninterrupted in perpetuity.

COUNCIL ACTION: Approval.

RECOMMENDATION: Approval.

ITEM NO. CONSENT AGENDA

MEETING DATE: 02/22/2021

MEETING: CITY COUNCIL



3650 S. Boulevard • Edmond, OK 73013 • omag.org
405.657.1400 • 800.234.9461 • FAX 405.657.1401

Resolution to Amend The Agreement Establishing OMAG

The Municipality agrees to the following amendment to The Agreement Establishing OMAG, Article III:

The effective date of this agreement shall be June 1, 1977 and shall continue in perpetuity.

Municipality: City of Bixby

Signed by Designated Representative: _____

Approved this _____ day of _____, 20____

Return to: OMAG Member Services Dept.

c/o Kelsie Willis

Mail: 3650 South Boulevard, Edmond, OK 73013

Email: agreement@omag.org

Phone: 405-657-1438

Fax: 405-657-1401

CONSENT AGENDA ITEM COMMENTARY

ITEM TITLE: Discuss and/or take action on Authorizing the City Manager to execute Applications for Permits to Construct for projects that have received Preliminary Plat approval by the City Council or have otherwise been authorized by the City Council.

INITIATOR: Jared Cottle

STAFF INFORMATION SOURCE: Jared Cottle

BACKGROUND: In keeping with practices of surrounding communities, the City has received a request from the development community to authorize a City staff member to sign the ODEQ Application for a Permit to construct on Water and Sewer line projects. The request suggests that, based on the time frames involved, this process could add up to 2 – 3 weeks of project delay.

Previous practice has been for Council to authorize the Mayor to sign each individual application at Regular Council Meeting. These items are typically placed on the Consent Agenda and are for projects that have received Preliminary Plat approval by the City Council or have otherwise been authorized by the City Council.

EXHIBITS: None

KEY ISSUE: Authorization of the City Manager to execute Applications for Permits to Construct for projects that have received Preliminary Plat approval by the City Council or have otherwise been authorized by the City Council.

COUNCIL ACTION: Authorize the City Manager to execute Applications for Permits to Construct for projects that have received Preliminary Plat approval by the City Council or have otherwise been authorized by the City Council.

RECOMMENDATION: Authorize of the City Manager to execute Applications for Permits to Construct for projects that have received Preliminary Plat approval by the City Council or have otherwise been authorized by the City Council.

ITEM NO: _____

MEETING DATE: 02-22-2021

MEETING: Council

CONSENT AGENDA ITEM COMMENTARY

ITEM TITLE: Authorize signature of DEQ permit applications for construction of Water and Sanitary Sewer to serve the First Baptist Church.

INITIATOR: Justin Dowd, Engineering

STAFF INFORMATION SOURCE: Justin Dowd, Engineering

BACKGROUND: Construction of waterlines and sanitary sewer is required to the First Baptist Church located at along 151st St (SH 67) between Sheridan and Yale.

EXHIBITS: ODEQ Water and Sanitary Sewer Applications

KEY ISSUE: Water & Sanitary Sewer Service

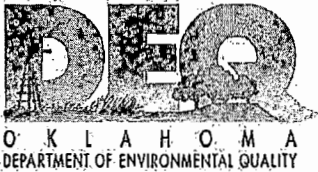
COUNCIL ACTION: Authorize Mayor's signature of the ODEQ applications.

RECOMMENDATION: Authorize Mayor's signature.

ITEM NO: _____

MEETING DATE: 02-22-2021

MEETING: City Council



Oklahoma Department of Environmental Quality
Water Quality Division | (405) 702-8100
707 N. Robinson, OKC, OK 73102-6010
P.O. Box 1677, OKC, OK 73101-1677

Check type(s) of
Construction Proposed

- ☐ Water Wells
☐ Waterlines
☒ Water Treatment
☒ Sanitary Sewer
☐ Wastewater Treatment
☐ Water Reuse

DEQ Form 583-B | July 2013

**Application for Permit to Construct Water Pollution Control
or Public Water Supply Facilities and/or Supply Potable Water**

A. Supply Potable Water: Date: _____, 20____
ONLY complete if construction is for potable water supply other than applicant
1. Applicant: _____
2. PWS ID #: _____
3. Phone #: _____
4. Email: _____
5. Purchaser: _____

B. Supply Reclaimed Water: Date: _____, 20____
ONLY complete if construction is for reclaimed water other than supplier
1. Supplier: _____
2. S-#: R: _____
3. Phone #: _____
4. Email: _____
5. User: _____
6. Category: _____
(Attach Forms 627-WRP and 627-LAP if applicable)

C. Construction Facilities:

Date: 2/5, 2021

1. Applicant: City of Bixby, Oklahoma
2. S-# or PWSID #: S-20438
3. Phone #: 918-366-4430 Email: JDOWN@BIXBYOK.GOV
4. Engineer's Email: jrdon@tulsacoxmail.com Phone #: 918-394-3030 Fax #: _____
5. Construction Proposal: install 892.95 lf of 8" PVC SDR35 Sanitary Sewer
6. Serves: First Baptist Church, Bixby
7. Legal Description:
Quarter NW/4 NE/4 _____/4 Section 22 ☒ Township 17 ☒ N ☒ Range 13 ☒ E ☒ County Tulsa ☒
Quarter NW/4 NE/4 _____/4 Section 22 ☒ Township 17 ☒ N ☒ Range 13 ☒ E ☒ County Tulsa ☒

D. Fee: Enclosed is a check or money order (no cash) in the amount of \$ 299.65 (Make checks and money orders payable to the Oklahoma Department of Environmental Quality, Water Quality Division). If exempt from permit fees provide the Oklahoma Water Resources Board REAP Grant No. _____ and/or Emergency Grant No. _____.

E. In making this application, the applicant certifies and states the following:

	Yes	No
1. The applicant has been supplied with copies of all rules and standards promulgated by the Oklahoma Department of Environmental Quality for the construction and operation of the facility in question.	☒	☐
2. To the best of the knowledge and belief of the applicant the plans, specifications, and engineering report comply with the requirements of the aforementioned rules and standards.	☒	☐
3. The applicant agrees to provide inspection and be responsible for the construction and operation of the facility in accordance with the aforementioned rules and standards, and in accordance with state law agrees that the Oklahoma Department of Environmental Quality shall have access to the facility at any time during and after construction for the purpose of inspection for compliance with the provisions of the Environmental Code, 27A O.S. § 2-1-101 and following et seq.	☒	☐
4. The applicant intends to own and operate the facility after construction is completed. If "No," provide information on responsibility for operation.	☒	☐
5. The applicant is holder of or will obtain a deed or easement to the land upon which construction is planned. If "No," explain.	☒	☐
6. The land upon which construction is planned is within the corporate limits of a municipality. If "Yes," application should be executed by authorized agent of the municipality. If "Yes" and applicant is other than a municipality, PRIVATE APPLICANT WITHIN MUNICIPALITY section must be completed.	☒	☐
7. The wastewater is treated by an on-site sewage disposal systems. If "No," the entity receiving, transporting, or treating the wastewater generated by the area is the applicant. If "No," the RECEIVE, TRANSPORT, OR TREAT section must be completed for sanitary sewer projects.	☐	☒
8. All local zoning and other ordinances of public entities having jurisdiction concerning the construction of the proposed improvements have been satisfied. If "No" explain.	☒	☐

F. Funding Source(s) - Check the following source(s) that will be used to fund this construction project:

- | | |
|---|---|
| ☐ Oklahoma Department of Environmental Quality | ☐ Oklahoma Department of Commerce |
| ☐ Drinking Water State Revolving Fund (DWSRF) | ☐ Community Development Block Grant (CDBG) |
| ☐ Oklahoma Water Resources Board | ☐ U.S. Department of Agriculture (USDA-RD) |
| ☐ Clean Water State Revolving Fund (CWSRF) | ☐ Council of Government (COG) |
| ☐ Rural Economic Action Plan Grant (REAP) | ☐ Local Funds |
| ☐ Emergency Grant | ☒ Other Funding Sources: <u>Private</u> |
| ☐ State Revenue Bond Program (FAP) | |

Applicant Signature or Private Applicant Within Municipality

- Note:** 1. Application must be signed by the chief elective or executive officer of the applicant, or by the applicant himself if a sole proprietorship. Information must be legible.
2. To be completed if proposed construction lies within the boundaries of a municipality or other responsible public entity and is to be owned, operated, and maintained by a private entity.

_____, hereby indicates awareness and approval of the proposed construction within its jurisdiction boundaries of the facilities address by this application. The concept plans, and specifications have been reviewed and are approved in accordance with this entities rules, regulations, laws, and ordinances, where applicable.

Signature (1)

City of Bixby

Name of Organization (Print or Type)

Brian Guthrie

Name of Authorized Signature (Print or Type)

116 W Needles

Street Address (Print or Type)

Mayor

Title

Bixby, OK 74008

City/State/Zip Code

Private Entity Signature (1) or (2)

Name of Organization (Print or Type)

Name of Authorized Signature (Print or Type)

Street Address (Print or Type)

Title

City/State/Zip Code

Notary Public/Corporate Secretary/City Clerk

Notary Public/Corporate Secretary/City Clerk

NOTARY SEAL

NOTARY SEAL

Receive, Transport, or Treat

Note: To be completed if proposed construction involves receiving, transporting, or treating wastewater by an entity other than the applicant.

_____, facility ID No. S-_____, hereby agrees to receive transport, and treat the wastewater generated from the area serviced by the proposed construction of this application. It further states that this entity's facilities have sufficient capacity to provide this service and are permitted under the rules and regulations of the Department of Environmental Quality.

Signature

Title

Mailing Address

City/State/Zip Code

Notary Public/Corporate Secretary/City Clerk

Name of Authorized Signature

Name of Organization

NOTARY SEAL



Oklahoma Department of Environmental Quality
Water Quality Division | (405) 702-8100
707 N. Robinson, OKC, OK 73102-6010
P.O. Box 1677, OKC, OK 73101-1677

Check type(s) of
Construction Proposed

- ☐ Water Wells
☒ Waterlines
☐ Water Treatment
☐ Sanitary Sewer
☐ Wastewater Treatment
☐ Water Reuse

DEQ Form 583-B | July 2013

**Application for Permit to Construct Water Pollution Control
or Public Water Supply Facilities and/or Supply Potable Water**

A. Supply Potable Water: Date: _____, 20____ ONLY complete if construction is for potable water supply other than applicant 1. Applicant: _____ 2. PWS ID #: _____ 3. Phone #: _____ 4. Email: _____ 5. Purchaser: _____	B. Supply Reclaimed Water: Date: _____, 20____ ONLY complete if construction is for reclaimed water other than supplier 1. Supplier: _____ 2. S-# R: _____ 3. Phone #: _____ 4. Email: _____ 5. User: _____ 6. Category: _____ (Attach Forms 627-WRP and 627 LAP if applicable)																				
C. Construction Facilities: Date: <u>12/18</u>, 20<u>20</u> 1. Applicant: <u>City of Bixby, Oklahoma</u> 2. S-# or PWSID #: <u>3007243</u> 3. Phone #: <u>918-366-4430</u> Email: _____ 4. Engineer's: Email: <u>jrdon@tulsacoxmail.com</u> Phone #: <u>918-394-3030</u> Fax #: _____ 5. Construction Proposal: <u>Construct 1275.25 lf of 8" pvc water line and 1621.35 lf of 6" pvc water line</u> 6. Serves: <u>First Baptist Church Bixby</u> 7. Legal Description: Quarter <u>NE</u> /4 ____ /4 ____ /4 Section <u>22</u> ☒ Township <u>17</u> ☒ N ☒ Range <u>13</u> ☒ E ☒ County <u>Tulsa</u> ☒ Quarter ____ /4 ____ /4 ____ /4 Section <u>22</u> ☒ Township <u>17</u> ☒ N ☒ Range <u>13</u> ☒ E ☒ County <u>Tulsa</u> ☒																					
D. Fee: Enclosed is a check or money order (no cash) in the amount of \$ <u>946.68</u> (Make checks and money orders payable to the Oklahoma Department of Environmental Quality, Water Quality Division). If exempt from permit fees provide the Oklahoma Water Resources Board REAP Grant No. _____ and/or Emergency Grant No. _____																					
<table border="0" style="width: 100%;"><tr><td style="width: 80%;"> E. In making this application, the applicant certifies and states the following: 1. The applicant has been supplied with copies of all rules and standards promulgated by the Oklahoma Department of Environmental Quality for the construction and operation of the facility in question. 2. To the best of the knowledge and belief of the applicant the plans, specifications, and engineering report comply with the requirements of the aforementioned rules and standards. 3. The applicant agrees to provide inspection and be responsible for the construction and operation of the facility in accordance with the aforementioned rules and standards, and in accordance with state law agrees that the Oklahoma Department of Environmental Quality shall have access to the facility at any time during and after construction for the purpose of inspection for compliance with the provisions of the Environmental Code, 27A O.S. § 2-1-101 and following et seq. 4. The applicant intends to own and operate the facility after construction is completed. If "No," provide information on responsibility for operation. 5. The applicant is holder of or will obtain a deed or easement to the land upon which construction is planned. If "No," explain. 6. The land upon which construction is planned is within the corporate limits of a municipality. If "Yes," application should be executed by authorized agent of the municipality. If "Yes" and applicant is other than a municipality, PRIVATE APPLICANT WITHIN MUNICIPALITY section must be completed. 7. The wastewater is treated by an on-site sewage disposal systems. If "No," the entity receiving, transporting, or treating the wastewater generated by the area is the applicant. If "No," the RECEIVE, TRANSPORT, OR TREAT section must be completed for sanitary sewer projects. 8. All local zoning and other ordinances of public entities having jurisdiction concerning the construction of the proposed improvements have been satisfied. If "No" explain. </td><td style="width: 20%; text-align: center; vertical-align: top;"><table border="0"><tr><td>Yes</td><td>No</td></tr><tr><td>☒</td><td>☐</td></tr><tr><td>☒</td><td>☐</td></tr><tr><td>☒</td><td>☐</td></tr><tr><td>☒</td><td>☐</td></tr><tr><td>☒</td><td>☐</td></tr><tr><td>☒</td><td>☐</td></tr><tr><td>☐</td><td>☒</td></tr><tr><td>☒</td><td>☐</td></tr></table></td></tr></table>		E. In making this application, the applicant certifies and states the following: 1. The applicant has been supplied with copies of all rules and standards promulgated by the Oklahoma Department of Environmental Quality for the construction and operation of the facility in question. 2. To the best of the knowledge and belief of the applicant the plans, specifications, and engineering report comply with the requirements of the aforementioned rules and standards. 3. The applicant agrees to provide inspection and be responsible for the construction and operation of the facility in accordance with the aforementioned rules and standards, and in accordance with state law agrees that the Oklahoma Department of Environmental Quality shall have access to the facility at any time during and after construction for the purpose of inspection for compliance with the provisions of the Environmental Code, 27A O.S. § 2-1-101 and following et seq. 4. The applicant intends to own and operate the facility after construction is completed. If "No," provide information on responsibility for operation. 5. The applicant is holder of or will obtain a deed or easement to the land upon which construction is planned. If "No," explain. 6. The land upon which construction is planned is within the corporate limits of a municipality. If "Yes," application should be executed by authorized agent of the municipality. If "Yes" and applicant is other than a municipality, PRIVATE APPLICANT WITHIN MUNICIPALITY section must be completed. 7. The wastewater is treated by an on-site sewage disposal systems. If "No," the entity receiving, transporting, or treating the wastewater generated by the area is the applicant. If "No," the RECEIVE, TRANSPORT, OR TREAT section must be completed for sanitary sewer projects. 8. All local zoning and other ordinances of public entities having jurisdiction concerning the construction of the proposed improvements have been satisfied. If "No" explain.	<table border="0"><tr><td>Yes</td><td>No</td></tr><tr><td>☒</td><td>☐</td></tr><tr><td>☒</td><td>☐</td></tr><tr><td>☒</td><td>☐</td></tr><tr><td>☒</td><td>☐</td></tr><tr><td>☒</td><td>☐</td></tr><tr><td>☒</td><td>☐</td></tr><tr><td>☐</td><td>☒</td></tr><tr><td>☒</td><td>☐</td></tr></table>	Yes	No	☒	☐	☒	☐	☒	☐	☒	☐	☒	☐	☒	☐	☐	☒	☒	☐
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F. Funding Source(s) - Check the following source(s) that will be used to fund this construction project:

- | | |
|---|---|
| ☐ Oklahoma Department of Environmental Quality | ☐ Oklahoma Department of Commerce |
| ☐ Drinking Water State Revolving Fund (DWSRF) | ☐ Community Development Block Grant (CDBG) |
| ☐ Oklahoma Water Resources Board | ☐ U.S. Department of Agriculture (USDA-RD) |
| ☐ Clean Water State Revolving Fund (CWSRF) | ☐ Council of Government (COG) |
| ☐ Rural Economic Action Plan Grant (REAP) | ☐ Local Funds |
| ☐ Emergency Grant | ☒ Other Funding Sources: <u>Private</u> |
| ☐ State Revenue Bond Program (FAP) | |

Applicant Signature or Private Applicant Within Municipality

- Note:**
1. Application must be signed by the chief elective or executive officer of the applicant, or by the applicant himself if a sole proprietorship. Information must be legible.
 2. To be completed if proposed construction lies within the boundaries of a municipality or other responsible public entity and is to be owned, operated, and maintained by a private entity.

_____, hereby indicates awareness and approval of the proposed construction within its jurisdiction boundaries of the facilities address by this application. The concept plans, and specifications have been reviewed and are approved in accordance with this entities rules, regulations, laws, and ordinances; where applicable.

Signature (1)

City of Bixby

Name of Organization (Print or Type)

Brian Guthrie

Name of Authorized Signature (Print or Type)

116 W Needles

Street Address (Print or Type)

Mayor

Title

Bixby, OK 74008

City/State/Zip Code

Private Entity Signature (1) or (2)

Name of Organization (Print or Type)

Name of Authorized Signature (Print or Type)

Street Address (Print or Type)

Title

City/State/Zip Code

Notary Public/Corporate Secretary/City Clerk

Notary Public/Corporate Secretary/City Clerk

NOTARY SEAL

NOTARY SEAL

Receive, Transport, or Treat

Note: To be completed if proposed construction involves receiving, transporting, or treating wastewater by an entity other than the applicant.

_____, facility ID No. S-_____, hereby agrees to receive transport, and treat the wastewater generated from the area serviced by the proposed construction of this application. It further states that this entity's facilities have sufficient capacity to provide this service and are permitted under the rules and regulations of the Department of Environmental Quality.

Signature

Name of Authorized Signature

Title

Name of Organization

Mailing Address

City/State/Zip Code

Notary Public/Corporate Secretary/City Clerk

NOTARY SEAL

CONSENT AGENDA ITEM COMMENTARY

ITEM TITLE: Acknowledge receipt of Permit No. WL000072200890, Facility No 1020418, Yale Village Potable Water Line Extension

INITIATOR: Justin Dowd, Engineering

STAFF INFORMATION SOURCE: Justin Dowd, Engineering

BACKGROUND: This permit is for construction of 1,470 linear feet of twelve (12) inch PVC, 3,184 linear feet of eight (8) inch PVC, 80 linear feet of six (6) inch PVC potable water line, and all appurtenances to serve Yale Village near 151st & Yale.

The ODEQ requires that receipt of this permit be acknowledged at a City Council meeting.

EXHIBITS: ODEQ Permit to Construct

KEY ISSUE: Acknowledge receipt of ODEQ waterline permit for Yale Village

COUNCIL ACTION: Acknowledge receipt of permit

RECOMMENDATION: Acknowledge receipt

ITEM NO: _____

MEETING DATE: 02-22-2021

MEETING: City Council



SCOTT A. THOMPSON
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

KEVIN STITT
Governor

January 20, 2021

Mr. Brian Guthrie, Mayor
City of Bixby
116 West Needles
Bixby, Oklahoma 74008

Re: Permit No. WL000072200890
Yale Village Potable Water-Line Extension
Facility No. 1020418

Dear Mr. Guthrie:

Enclosed is Permit No. WL000072200890 for the construction of 1,470 linear feet of twelve (12) inch PVC, 3,184 linear feet of eight (8) inch PVC, 80 linear feet of six (6) inch PVC potable water line and all appurtenances to serve the Yale Village, Tulsa County, Oklahoma.

The project authorized by this permit should be constructed in accordance with the plans approved by this Department on January 20, 2021. Any deviations from the approved plans and specifications affecting capacity, flow or operation of units must be approved, in writing, by the Department before changes are made.

Receipt of this permit should be noted in the minutes of the next regular meeting of the City of Bixby, after which it should be made a matter of permanent record.

We are returning one (1) set of the approved plans to you, one (1) set to your engineer and retaining one (1) set for our files.

Respectfully,

Qusay R. Kabariti, P.E.
Construction Permit Section
Water Quality Division

QRK/RC/md

Enclosure

c: Debbie Nichols, Regional Manager, DEQ
TULSA DEQ OFFICE
Justin P. Morgan, P.E., Tanner Engineering





SCOTT A. THOMPSON
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

KEVIN STITT
Governor

PERMIT No. WL000072200890

WATER LINES

FACILITY No. 1020418

PERMIT TO CONSTRUCT

January 20, 2021

Pursuant to O.S. 27A 2-6-304, the City of Bixby is hereby granted this Tier I Permit to construct 1,470 linear feet of twelve (12) inch PVC, 3,184 linear feet of eight (8) inch PVC, 80 linear feet of six (6) inch PVC potable water line and all appurtenances to serve the Yale Village, located in Section 22, T-17-N, R-13-E, Tulsa County, Oklahoma, in accordance with the plans approved January 20, 2021.

By acceptance of this permit, the permittee agrees to operate and maintain the facility in accordance with the Public Water Supply Operation rules (OAC 252:631) and to comply with the State Certification laws, Title 59, Section 1101-1116 O.S. and the rules and regulations adopted thereunder regarding the requirements for certified operators.

This permit is issued subject to the following provisions and conditions.

- 1) This water line provides adequate fire flow in accordance with the 2009 International Fire Code through the approved hydraulic analysis. The fire flow provided is 1,500 gpm.
- 2) That the recipient of the permit is responsible that the project receives supervision and inspection by competent and qualified personnel.
- 3) That construction of all phases of the project will be started within one year of the date of approval or the phases not under construction will be resubmitted for approval as a new project.
- 4) That no significant information necessary for a proper evaluation of the project has been omitted or no invalid information has been presented in applying for the permit.
- 5) That the Oklahoma Department of Environmental Quality shall be kept informed on occurrences which may affect the eventual performance of the works or that will unduly delay the progress of the project.
- 6) That wherever water and sewer lines are constructed with spacing of 10 feet or less, sanitary protection will be provided in accordance with Public Water Supply Construction Standards [OAC 252:626-19-2].
- 7) That before placing this facility into service, at least two samples of the water, taken on different days, shall be tested for bacteria to show that it is safe for drinking purposes.





SCOTT A. THOMPSON
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

KEVIN STITT
Governor

PERMIT No. WL000072200890

WATER LINES

FACILITY No. 1020418

PERMIT TO CONSTRUCT

- 8) That any deviations from approved plans or specifications affecting capacity, flow or operation of units must be approved by the Department before any such deviations are made in the construction of this project.
- 9) That the recipient of the permit is responsible for the continued operation and maintenance of these facilities in accordance with rules and regulations adopted by the Environmental Quality Board, and that this Department will be notified in writing of any sale or transfer of ownership of these facilities.
- 10) The issuance of this permit does not relieve the responsible parties of any obligations or liabilities which the permittee may be under pursuant to prior enforcement action taken by the Department.
- 11) That the permittee is required to inform the developer/builder that a DEQ Storm Water Construction Permit is required for a construction site that will disturb one (1) acre or more in accordance with OPDES, 27A O.S. Section 2-6-201 *et seq.* For information or a copy of the GENERAL PERMIT (OKR10) FOR STORM WATER DISCHARGES FROM CONSTRUCTION ACTIVITIES, Notice of Intent (NOI) form, Notice of Termination (NOT) form, or guidance on preparation of a Pollution Prevention Plan, contact the Storm Water Unit of the Water Quality Division at P.O. Box 1677, Oklahoma City, OK 73101-1677 or by phone at (405) 702-8100.
- 12) That any notations or changes recorded on the official set of plans and specifications in the Oklahoma Department of Environmental Quality files shall be part of the plans as approved.
- 13) That water lines shall be located at least fifteen (15) feet from all parts of septic tanks and absorption fields, or other sewage treatment and disposal systems.
- 14) That whenever plastic pipe is approved and used for potable water, it shall bear the seal of the National Sanitation Foundation and meet the appropriate commercial standards.
- 15) That when it is impossible to obtain proper horizontal and vertical separation as stipulated in Public Water Supply Construction Standards OAC 252:626-19-2(h)(1) and OAC 252:626-19-2(h)(2), respectively, the sewer shall be designed and constructed equal to water pipe, and shall be pressure tested to the highest pressure obtainable under the most severe head conditions of the collection system prior to backfilling.





SCOTT A. THOMPSON
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

KEVIN STITT
Governor

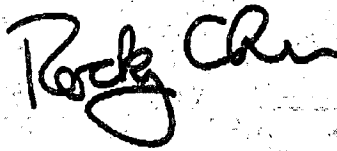
PERMIT No. WL000072200890

WATER LINES

FACILITY No. 1020418

PERMIT TO CONSTRUCT

Failure to appeal the conditions of this permit in writing within 30 days from the date of issue will constitute acceptance of the permit and all conditions and provisions.



Rocky Chen, P.E., Engineering Manager, Construction Permit Section
Water Quality Division



CONSENT AGENDA ITEM COMMENTARY

ITEM TITLE: Acknowledge receipt of Permit No. SL000072200892, Facility No S-20438, White Hawk Basin Sewer Interceptor

INITIATOR: Justin Dowd, Engineering

STAFF INFORMATION SOURCE: Justin Dowd, Engineering

BACKGROUND: This permit is for construction of 1,901 linear feet of fifteen (15) inch PVC, 1,097 linear feet of twelve (12) inch PVC, 750 linear feet of ten (10) inch PVC sanitary sewer, and all appurtenances to serve the White Hawk Basin near 151st & Yale.

The ODEQ requires that receipt of this permit be acknowledged at a City Council meeting.

EXHIBITS: ODEQ Permit to Construct

KEY ISSUE: Acknowledge receipt of ODEQ sanitary sewer permit for Yale Village

COUNCIL ACTION: Acknowledge receipt of permit

RECOMMENDATION: Acknowledge receipt

ITEM NO: _____

MEETING DATE: 02-08-2021

MEETING: City Council



SCOTT A. THOMPSON
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

KEVIN STITT
Governor

January 21, 2021

Mr. Brian Guthrie, Mayor
City of Bixby
116 West Needles
Bixby, Oklahoma 74008

Re: Permit No. SL000072200892
White Hawk Basin Sewer Interceptor
Facility No. S-20438

Dear Mr. Guthrie:

Enclosed is Permit No. SL000072200892 for the construction of 1,901 linear feet of fifteen (15) inch PVC, 1,097 linear feet of twelve (12) inch PVC, 750 linear feet of ten (10) inch PVC sanitary sewer line and all appurtenances to serve the White Hawk Basin, Tulsa County, Oklahoma.

The project authorized by this permit should be constructed in accordance with the plans approved by this Department on January 21, 2021. Any deviations from the approved plans and specifications affecting capacity, flow or operation of units must be approved, in writing, by the Department before changes are made.

Receipt of this permit should be noted in the minutes of the next regular meeting of the City of Bixby, after which it should be made a matter of permanent record.

We are returning one (1) set of the approved plans to you, one (1) set to your engineer and retaining one (1) set for our files.

Respectfully,

A handwritten signature in black ink that reads "Qusay R. Kabariti".

Qusay R. Kabariti, P.E.
Construction Permit Section
Water Quality Division

QRK/RC/md

Enclosure

c: Debbie Nichols, Regional Manager, DEQ
TULSA DEQ OFFICE
Justin P. Morgan, P.E., Tanner Engineering





SCOTT A. THOMPSON
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

KEVIN STITT
Governor

PERMIT No. SL000072200892

SEWER LINES

FACILITY No. S-20438

PERMIT TO CONSTRUCT

January 21, 2021

Pursuant to O.S. 27A 2-6-304, the City of Bixby is hereby granted this Tier I Permit to construct 1,901 linear feet of fifteen (15) inch PVC, 1,097 linear feet of twelve (12) inch PVC, 750 linear feet of ten (10) inch PVC sanitary sewer line and all appurtenances to serve the White Hawk Basin, located in Section 22, T-17-N, R-13-E, Tulsa County, Oklahoma, in accordance with the plans approved January 21, 2021.

By acceptance of this permit, the permittee agrees to operate and maintain the facilities in accordance with the "Oklahoma Pollutant Discharge Elimination System Standards - OPDES" (OAC 252:606) rules and to comply with the state certification laws, Title 59, Section 1101-1116 O.S. and the rules and regulations adopted thereunder regarding the requirements for certified operators.

This permit is issued subject to the following provisions and conditions.

- 1) That the recipient of the permit is responsible that the project receives supervision and inspection by competent and qualified personnel.
- 2) That construction of all phases of the project will be started within one year of the date of approval or the phases not under construction will be resubmitted for approval as a new project.
- 3) That no significant information necessary for a proper evaluation of the project has been omitted or no invalid information has been presented in applying for the permit.
- 4) That wherever water and sewer lines are constructed with spacing of 10 feet or less, sanitary protection will be provided in accordance with OAC 252:656-5-4(c)(3) of the standards for Water Pollution Control Facility Construction.
- 5) That tests will be conducted as necessary to insure that the construction of the sewer lines will prevent excessive infiltration and that the leakage will not exceed 10 gallons per inch of pipe diameter per mile per day.
- 6) That the Oklahoma Department of Environmental Quality shall be kept informed of occurrences which may affect the eventual performance of the works or that will unduly delay the progress of the project.
- 7) That the permittee will take steps to assure that the connection of house services to the sewers is done in such a manner that the functioning of the sewers will not be impaired and that earth and ground water will be excluded from the sewers when the connection is completed.





SCOTT A. THOMPSON
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

KEVIN STITT
Governor

PERMIT No. SL000072200892

SEWER LINES

FACILITY No. S-20438

PERMIT TO CONSTRUCT

- 8) That any deviations from approved plans or specifications affecting capacity, flow or operation of units must be approved by the Department before any such deviations are made in the construction of this project.
- 9) That the recipient of the permit is responsible for the continued operation and maintenance of these facilities in accordance with rules and regulations adopted by the Environmental Quality Board, and that this Department will be notified in writing of any sale or transfer of ownership of these facilities.
- 10) The issuance of this permit does not relieve the responsible parties of any obligations or liabilities which the permittee may be under pursuant to prior enforcement action taken by the Department.
- 11) That the permittee is required to inform the developer/builder that a DEQ Storm Water Construction Permit is required for a construction site that will disturb one (1) acre or more in accordance with OPDES, 27A O.S. 2-6-201 *et. seq.* For information or a copy of the GENERAL PERMIT (OKR10) FOR STORM WATER DISCHARGES FROM CONSTRUCTION ACTIVITIES, Notice of Intent (NOI) form, Notice of Termination (NOT) form, or guidance on preparation of a Pollution Prevention Plan, contact the Storm Water Unit of the Water Quality Division at P.O. Box 1677, Oklahoma City, OK 73101-1677 or by phone at (405) 702-8100.
- 12) That all manholes shall be constructed in accordance with the standards for Water Pollution Control Facility Construction (OAC 252:656-5-3), as adopted by the Oklahoma Department of Environmental Quality.
- 13) That when it is impossible to obtain proper horizontal and vertical separation as stipulated in Water Pollution Control Facility Construction OAC 252:656-5-4(c)(1) and OAC 252:656-5-4(c)(2), respectively, the sewer shall be designed and constructed equal to water pipe, and shall be pressure tested using the ASTM air test procedure with no detectable leakage prior to backfilling, in accordance with the standards for Water Pollution Control Facility Construction OAC 252:656-5-4(c)(3).

Failure to appeal the conditions of this permit in writing within 30 days from the date of issue will constitute acceptance of the permit and all conditions and provisions.

Rocky Chen, P.E., Engineering Manager, Construction Permit Section
Water Quality Division





SCOTT A. THOMPSON
Executive Director

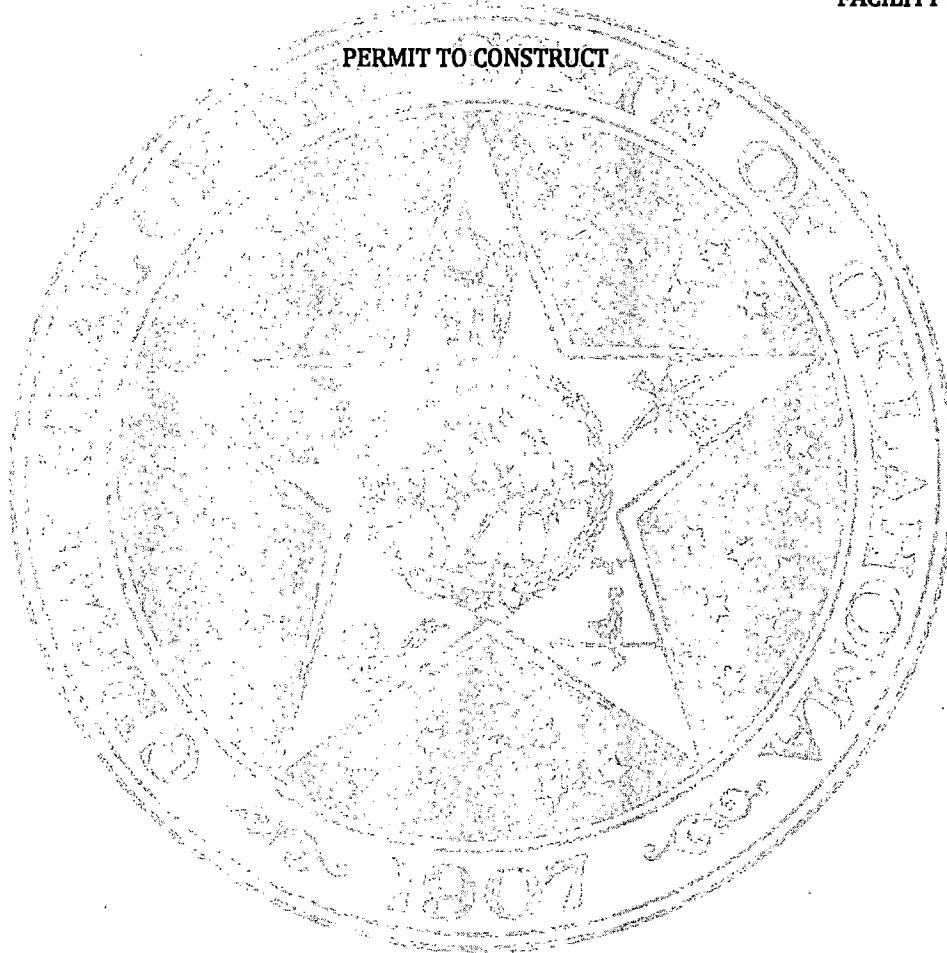
OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

KEVIN STITT
Governor

PERMIT No. SL000072200892

SEWER LINES

FACILITY No. S-20438



CONSENT AGENDA ITEM COMMENTARY

ITEM TITLE: Resolution to Appoint Floodplain Administrator for the City of Bixby.

INITIATOR: Jared Cottle

STAFF INFORMATION SOURCE: Jared Cottle

BACKGROUND: In accordance with Article B, Section 13-2B-6, the City Manager has designated Justin Dowd to administer and implement the duties and responsibilities of the Floodplain Administrator.

EXHIBITS: Resolution for signature.

KEY ISSUE: Appoint Justin Dowd as Floodplain Administrator for the City of Bixby.

COUNCIL ACTION: Authorize Mayor to sign Resolution

RECOMMENDATION: Sign & issue Resolution

ITEM NO: _____

MEETING DATE: 02-22-2021

MEETING: City Council

RESOLUTION NO. 2021-

CITY OF BIXBY, OKLAHOMA

A RESOLUTION APPOINTING JUSTIN DOWD AS THE
FLOODPLAIN ADMINISTRATOR FOR THE CITY OF BIXBY

WHEREAS, the Oklahoma Water Resources Board has requested the appointment of a new Floodplain Administrator; and,

WHEREAS, in accordance with Article B, Section 13-2B-6, the City Manager has designated Justin Dowd to administer and implement the duties and responsibilities of the Floodplain Administrator.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BIXBY, OKLAHOMA, appoints Justin Dowd to serve as the Floodplain Administrator for the City of Bixby, Oklahoma.

APPROVED BY THE CITY COUNCIL AND MAYOR OF THE CITY OF BIXBY, OKLAHOMA, THIS 22nd DAY OF FEBRUARY, 2021, IN A REGULARLY-SCHEDULED MEETING IN COMPLIANCE WITH THE OPEN MEETING ACT, 25 O.S. §§ 301-314 (2001).

Mayor Brian Guthrie
City of Bixby

ATTEST:

APPROVED AS TO FORM:

City Clerk

City Attorney

CONSENT AGENDA ITEM COMMENTARY

ITEM TITLE: Consider and take action on a Resolution dedicating certain City property as a Public Street.

INITIATOR: Justin Dowd, Engineering

STAFF INFORMATION SOURCE: Justin Dowd, Engineering

BACKGROUND: As part of the 121st Street Widening Project, ONG has discovered a location where a line relocation across City property will be required. ONG is requesting an additional 17.5' of road right-of-way be added along the south side of East 121st Street in front of the Fire Station. ONG has requested the dedication in lieu of any easement forms in order to meet the requirements of the Franchise agreement terms for installation in Public Ways.

EXHIBITS: Resolution

KEY ISSUE: Public Street Dedication for ONG Utility Relocation

COUNCIL ACTION: Approve dedication of certain City property as Public Streets

RECOMMENDATION: Approve dedication of certain City property as Public Streets

ITEM NO: _____

MEETING DATE: 02-22-2021

MEETING: City Council

RESOLUTION NO. _____

A RESOLUTION BY THE CITY OF BIXBY, OKLAHOMA,
DESIGNATING DEFINED CITY PROPERTIES AS
PUBLIC ROADWAYS AND THOROUGHFARES

WHEREAS, the City of Bixby, Oklahoma, a Municipal Corporation, has ownership of certain real property within the city limits of Bixby, Oklahoma, over which right-of-ways and thoroughfares allow for the passage of public traffic and placement of utilities; and,

WHEREAS, it is in the best interest of the City of Bixby, Oklahoma, that such roadways and thoroughfares over, upon and across said city property be designated and determined as public streets and thoroughfares; and,

WHEREAS, it is in the best interest of the public safety and security and location designation that such properties are designated as public streets and thoroughfares; and,

NOW, THEREFORE, the City of Bixby, Oklahoma, acting by and through its City Council, resolves that the streets and thoroughfares lying within the following-described real property, be designated as public streets:

A part of the Northwest Quarter (NW/4) of Section One (1), Township Seventeen (17) North, Range Thirteen (13) East of the Indian Base and Meridian, Tulsa County, State of Oklahoma, according to the United States Government Survey thereof, being more particularly described as follows:

COMMENCING from the Northwest corner of Section 1 marked by a found ½" iron rod, thence North 88°39'59" East, 1,282.49 feet and thence South 01°20'01" East, 50.00 feet to a point on the north boundary of said HOUSER ADDITION for the POINT OF BEGINNING; Thence continuing South 01°20'01" East, 17.50 feet to an angle point; Thence South 88°39'59" West, 272.08 feet to an angle point; Thence North 21°12'41" West, 18.61 feet to an angle point; Thence North 88°39'59" East, 278.41 feet to the POINT OF BEGINNING.

Said tract containing 4,816.82 square feet, being 0.1105 acres, more or less.

Be it further resolved that such property hereby designated as public streets shall be subject to all city ordinances and agreements, including franchise agreements, relating to the use of such streets including vehicle traffic, the placement of utility lines, and such other lawful

uses as may be approved by the City of Bixby, Oklahoma.

CITY OF BIXBY, OKLAHOMA

Brian Guthrie, Mayor

Attest:

Yvonne Adams, City Clerk

Approved:

City Attorney

City of Bixby Proclamation

WHEREAS: the mission of the U.S. Presidential Scholar Candidate is to prepare young people for their accomplishments in many areas: academic success, leadership, and service to school and community.

WHEREAS; Aubrey McNiel, a graduating senior at Bixby High School, has been named as one of 4500 Presidential Scholar candidates in the 2021 U.S. Presidential Scholars Program. The candidates were selected from nearly 3.6 million students expected to graduate from U.S. High Schools in the year 2021; and

WHEREAS: The U.S. Presidential Scholars Program is one of the highest honors bestowed upon graduating high school seniors. Scholars are selected on the basis of superior academic and artistic achievements, leadership qualities, strong character and involvement in community and school activities; and

WHEREAS: Aubrey McNiel has been named a National Merit Finalist, OKMEA All State Soprano I, and was a 2020 State Superintendent Award winner for Arts Excellence. and;

WHEREAS; Aubrey McNiel serves as an example to the youth of our community through her high level of personal achievements, leadership and community service has made the City of Bixby very proud.

NOW, THEREFORE, I, Brian Guthrie, Mayor of the City of Bixby, do hereby recognize and congratulate Aubrey McNiel for her outstanding accomplishments and extend to her our deepest appreciation for all of her dedicated work and wish her the best in all of her future endeavors.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Bixby, OK to be affixed this 22nd day of February, 2021.

Mayor Brian Guthrie

City Clerk

ATTEST

ORDINANCE NO. _____

ANNEXING CERTAIN PROPERTY INTO THE CORPORATE LIMITS OF THE CITY OF
BIXBY, OKLAHOMA

WHEREAS, on November 24, 2020, the City of Bixby, Oklahoma, received a Petition for Annexation of certain property set forth in Exhibit "A" attached into the City's corporate limits from Roger Roberts, on behalf of MPR Family II, LLC.

WHEREAS, said Petition for Annexation was filed pursuant to the provisions of 11 O.S. Sec. 21-105 by the owners of more than three-fourths (3/4) of said property. That no registered voters residing on said property appear in protest.

WHEREAS, Notice of the hearing before the Bixby City Council was published for two consecutive weeks prior to said hearing as required by 11 O.S. Sec. 21-105.

WHEREAS, the Bixby City Council approves said Petition for Annexation into the City of Bixby, Oklahoma corporate limits.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BIXBY, OKLAHOMA, that said property described in Exhibit "A" attached hereto is hereby annexed into the corporate limits of the City of Bixby, Oklahoma.

EMERGENCY CLAUSE. That an emergency is now declared to exist for the preservation of the public peace, health and safety of the residents of the City of Bixby and, for such reason, this ordinance shall take effect immediately from and after its passage and approval.

APPROVED in an open meeting of the Bixby City Council and PASSED by an affirmative majority vote of the entire membership of the City Council, to-wit: YES, NO, ABSTAINING, ABSENT, on this day of , 2021.

Mayor of the City of Bixby, Oklahoma

APPROVED as an Emergency Measure ruled upon separately and PASSED by an affirmative majority vote of at least four-fifths (4/5) of the entire membership of the Bixby City Council, to-wit: YES, NO, ABSTAINING, ABSENT, on this day of , 2021.

Mayor of the City of Bixby, Oklahoma

(Seal)
ATTEST:

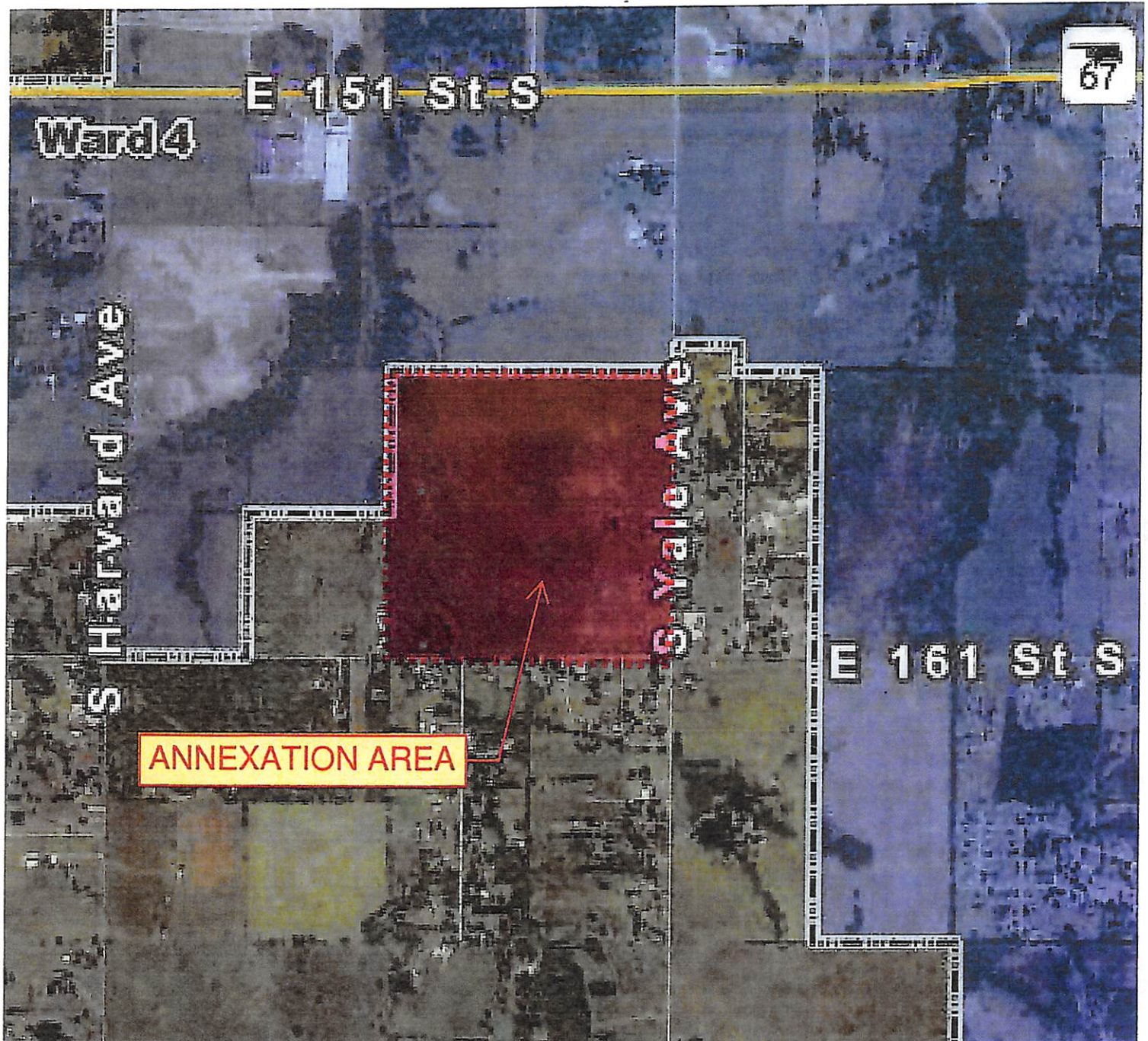
City Clerk

APPROVED:

City Attorney

EXHIBIT A

The Southeast Quarter (SE/4) of Section 21, Township 17 North, Range 13 East, containing approximately 160 acres more or less and located at the northwest corner of the intersection of 161st Street and Yale Avenue in Bixby, Oklahoma.



Executive Session

City of Bixby BPWA Meeting Minutes

**City Hall Municipal Building
116 W Needles, Bixby, OK 74008
February 08, 2021 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 February 5th on or before 6:00 p.m.

Mayor Guthrie called the meeting to order at 6:32 pm.

City Clerk Yvonne Adams called the roll and all members were present.

Members Present

**Blair
Girard
Easton
Crawford
Guthrie**

Staff Present

**Jared Cottle, City Manager
Phil Frazier, City Attorney
Jason Mohler, Dev. Service
Ike Shirley, Police Chief
Charles Barnes, Finance Dir.
Bea Aamodt, Pubic Works
John Wood, Parks Dir.
Yvonne Adams, City Clerk**

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 01/25/21.
- b) Consider and approve Public Notice schedule of the Bixby Public Works Authority meetings for Calendar year 2021.
- c) Approve Purchase Order to purchase AMR meters and appurtenances from Core and Main for \$50,000.

Mayor Guthrie asked if there are any question or concerns on the BPWA consent agenda.

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

Carried 5-0

Yes: Blair, Crawford, Girard, Easton, Guthrie.

No: None

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

New Business

There being none.

Adjournment was called at 6:34 p.m.

MAYOR

ATTEST

CITY CL