

Notice and Agenda Work Session Meeting of The Bixby City Council

Dawes Conference Room
113 West Dawes, Bixby, Oklahoma 74008
June 14th, 2021, at 5:00 P.M.

Call to Order

Mayor Guthrie

Roll Call

City Clerk Yvonne Adams

Agenda

1. Dawes Building Ribbon Cutting.

Jared Cottle

2. Discussion on FY 2022 Budget.

Charles Barnes

Notice of Posting

This Notice and Agenda was posted on the bulletin board June 11th 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
June 14th 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 Special Work Session meeting dated 05/24/21.
- b) Minutes for the Work Session meeting dated 05/24/21.
- c) Minutes for the City Council meeting dated 5/24/21.
- d) Discuss and/or approve to ratify emergency replacement and purchase to Goddard Enterprises in the amount of \$18,145 for the outdoor warning siren located at 168th and Memorial Dr.

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.

- e) Discuss and/or approve the continuance of the existing contract with Alliance Maintenance who provides janitorial services for City Hall at a cost of \$1,760 monthly. No changes to the contract or pricing.
- f) Consider and/or approve annual maintenance with Tyler Technologies (INCODE) for FY-22 the amount of \$22,065.22 (General Funds' portion).
- g) Consider and/or approve surplus equipment for various departments. (General Funds' portion).
- h) Discuss and/or approve School Resource Officer (SRO) contract between the City of Bixby and Bixby Public Schools for 2 Officers for the 2021-2022 school year.
- i) Discuss and/or approve School Resource Officer (SRO) contract between the City of Bixby and Bixby Public Schools for 1 Officer for the 2021-2022 school year.
- j) Discuss and/or approve one (1) grant School Resource Officer (SRO) contract between the City of Bixby and Bixby Public Schools for the 2021-2022 school year.
- k) Discuss and/or take action on a Waiver of Park Rental and Deposit Rental Fees for Bixby Development Foundation Block Party at Charley Young Event Park.
- l) Discuss and/or take action on a Waiver of Barricade Rental Fees request for Bixby Vacation Bible School at the church facility.
- m) Discuss and/or approve designating July 2nd -4th for 2021 Residential Fireworks discharges and displays.

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. Consider and/or approve FY22 budget including budget resolution.

Charles Barnes

2. City Manager's Report

Jared Cottle

3. New Business

Mayor or Vice-Mayor

4. Adjournment

Mayor or Vice-Mayor

Notice of Posting

This Notice and Agenda was posted on the bulletin board this day of June 11th 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**

June 14th, 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 05/24/21.
- b. Consider and/or approve annual maintenance with Tyler Technologies (INCODE) for FY-22 the amount of \$21,075.25 (BPWA's portion).
- c. Consider and/or approve surplus equipment for various departments. (BPWA's portion).

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. Consider and/or approve FY22 budget including budget resolution.

Charles Barnes

2. Discuss and/or approve contract with CH2M HILL Engineers, Inc., a subsidiary of Jacobs Engineers, to perform the Operations and Maintenance (O&M) of the Bixby Water Reclamation Facility; renewable up to FY33

Bea Aamodt

3. New Business

Chairman

4. Adjournment

Chairman

Notice of Posting

This Notice and Agenda was posted on the bulletin board this day of June 11th 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.

City of Bixby City Council Special Work Session Meeting Minutes

**Dawes Conference Room
113 W Dawes, Bixby, OK 74008
May 24th, 2021 4:00 P.M.**

The Special 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 May 19th on or before 4:00 p.m.

Mayor Guthrie called the meeting to order at 4 p.m. City Clerk Yvonne Adams called the roll and all members were present.

Members Present

Guthrie
Girard
Founds
Crawford
Blair

Staff Present

Jared Cottle, City Manager
Phil Frazier, City Attorney
Charles Barnes, Finance Dir.
Bea Aamodt, Public Works
Carolyn Back, Dev. Serv. Dir.
Andy Choate, Assist. Police Chief
Joey Wiedel, Fire Chief
Yvonne Adams, City Clerk
Jon Wood, Parks Dir.

Mayor Guthrie said item #1 on the Work Session agenda is:
Discussion on FY 2022 Budget

Presented by: Charles Barnes

This item was brought for discussion on concerns or question regarding the proposed FY 2022 Budget. The City Council had various question and concerns regarding the FY22 budget, each department heads were present with answers regarding their budget.

Discussion ensued.
No action taken.

Adjournment was called at 5:00 p.m.

Mayor

Attest

City Clerk

City of Bixby City Council Work Session Meeting Minutes

**Dawes Conference Room
113 W Dawes, Bixby, OK 74008
May 24th, 2021 5:00 P.M.**

The Special 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 May 19th on or before 4:00 p.m.

Mayor Guthrie called the meeting to order at 5:00 p.m. City Clerk Yvonne Adams called the roll and all members were present.

Members Present

Guthrie
Girard
Founds
Crawford
Blair

Staff Present

Jared Cottle, City Manager
Phil Frazier, City Attorney
Charles Barnes, Finance Dir.
Bea Aamodt, Public Works
Carolyn Back, Dev. Serv. Dir.
Andy Choate, Assist. Police Chief
Joey Wiedel, Fire Chief
Yvonne Adams, City Clerk
Jon Wood, Parks Dir.

Mayor Guthrie said item #1 on the Work Session agenda is:
Discussion on FY 2022 Budget

Presented by: Charles Barnes

This item was continued from the Special Work Session meeting. This item was brought for discussion on concerns or question regarding the proposed FY 2022 Budget. The City Council had various question and concerns regarding the FY22 budget, each department heads were present with answers regarding their budget.

Discussion ensued.
No action taken.

Mayor Guthrie said item #2 on the Work Session agenda is:
Discuss sales tax incentive proposal for Downtown restaurant.

Presented by: Joshua Forrest

This item was brought before council to discuss a sales tax rebate for The Bixby Ice Cream Company, LLC. This item is a proposal to find a new and emerging methods to bring commerce into the community, this company will bring families into the downtown area to engage in the community, create awareness for the growth and development of Bixby. The proposal is to secure a \$0.01 rebate for every \$0.035 that the City of Bixby receives in sales tax revenue with a term of 4 years or \$50,000 for whichever comes first.

Discussion ensued.

No action taken.

Mayor Guthrie said item #3 on the Work Session agenda is:

Discuss event agreement proposal for fitness program.

Presented by: Paul Campbell, Britt Knighton

This proposed item was brought to council to consider the Camp Gladiator Corporate Wellness Program in a partnership with Bixby OK, this program will provide health and wellness education and access to all faculty and staff across all facets of city government. The representatives for the company spoke to council by video conference with a proposed plan for the wellness program.

Adjournment was called at 6:00 p.m.

Discussion ensued.

No action taken.

Mayor

Attest

City Clerk

City of Bixby City Council Meeting Minutes

**City Hall Municipal Building
116 W Needles, Bixby, OK 74008
May 24, 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 May 21st on or before 6:00 p.m.

Mayor Guthrie called the meeting to order at 6:06 pm.

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

Members Present

Guthrie
Girard
Blair
Crawford
Founds

Staff Present

Jared Cottle, City Manager
Phil Frazier, City Attorney
Charles Barnes, Finance Dir.
Bea Aamodt, Public Works
Ike Shirley, Police Chief
John Wood, Parks Director
Carolyn Back, Dev. Service Dir.
Andy Choate, Assist. Police Chief
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 05/10/21.
- b) Minutes for the City Council meeting dated 05/10/21.
- c) Consider and/or approve 2021-2022 Oklahoma Municipal League service Fees in the amount of \$9,345.02 (City portion).
- d) Consider and/or approve purchase order to Oklahoma Municipal Assurance Group for renewal of City's property insurance in the amount of \$51,787.31 (City portion of total bill).
- e) Consider and/or approve purchase order to Oklahoma Municipal Assurance Group for renewal of City's general

liability and automobile insurance in the amount of \$76,337.35 (City's portion of total bill-includes General Fund, Parks and Economic Dev.).

- f) Discuss and/or approve renewal memorandum of Understanding with The Indian Nations Council of Government (INCOG) in the amount of \$4,694.59.
- g) Consider and approve a denial claim for Richard Major from Oklahoma Municipal Assurance Group (OMAG).
- h) Consider and/or approve annual renewal of internal and external work order software package from CivicPlus, Inc. for FY22 in the amount of \$10,500.
- i) Discuss and/or approve advertising for bids for 2021 Water System Improvements-Mingo Water Storage Tank Rehabilitation.
- j) Discuss and/or approve Agreement with Graver, LLC to design the repair of Bridges #167 and #168. The proposed design and construction services fee is a lump sum, not to exceed amount of \$54,100.
- k) Acknowledge receipt of Permit No. SL000072210160, Facility No S-20438, First Baptist Church, Bixby Sanitary Sewer.
- l) Acknowledge receipt of Permit No. WL000072210161, Facility No 3007243, First Baptist Church Waterline.
- m) Harris Corporation as a sole source vendor pursuant to (Purchasing Ordinance No. 2121, 2-4-8) for (Harris XL 200 Portable Radios and Operating Equipment) for Fire Department not to exceed \$12573.40 funding from 2020-2021 General Budget.

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 Girard asked to pull items "k & "l, and will recuses himself and ask for a separate vote.

Mayor Guthrie asked for a motion on the Consent Agenda with the exception of items "k & "l. Vice Mayor Blair made motion to approve for the exception of items "k & "l. seconded by Councilor Crawford. the vote was taken with the following results:

Carried 5-0

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

No: None:

Councilor Girard recused himself for these items.

Items K & L

Mayor Guthrie asked for a motion on item's "k & "l. Vice Mayor Blair made motion to approve, seconded by Councilor Crawford. The vote was taken with the following results:

Carried 4-0

Yes: Blair, Crawford, Founds, Guthrie.

No: No.

Councilor Girard enter back into the council chambers.

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

Public hearing to receive input on the FY-22 Budget.

Presented by: Charles Barnes

This item will be continued.

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

Consider and take action on enacting Ordinance No. 2337, Repealing Chapter 5, Sections 5-5E-3A, B & C, and amending Chapter 5, Section 5-5E-3H and Chapter 5, Section 5-5E-3J of the Bixby City Code, Weapons and Firearms.

Presented by: Phil Frazier

Others that spoke: Chad Bland 15606 S Harvard

Mr. Bland has some concerns in the wording regarding the Weapons and Firearms Ordinance.

Discussion continued.

This item was continued.

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

Consider and take action on declaring and emergency enacting Ordinance No. 2337, such action being for the protection of the public safety, health, and welfare.

Presented by: Phil Frazier

This item was continued.

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

Request to approve Ordinance Number 2339 approving the Petition for Annexation filed by Rowan Grove, LLC, for a tract of land situated in the south half of the northeast quarter of the northwest quarter (S/2 NE/4 NW/4) and the south half of Government Lot 1 (S/2 Lot 1) and the north half of the north half of the south half of the northwest quarter (N/2 N/2 S/2 NW/4) of Section Seven (7), Township Seventeen (17) North, Range fourteen (14) East, of the Indian Base and Meridian, Tulsa County, State of Oklahoma, According to the United States Government survey thereof. Located in the general vicinity South and East of the Southeast corner of East 131st Street and South Mingo Road.

Presented by: Carolyn Back

This item is for the approval of Ordinance Number 2339 regarding a Petition for Annexation filed by Rowan Grove, Developments Services Director Carolyn Back gave background information and asked for approval.

Mayor Guthrie asked for a motion on item 4. Councilor Crawford made motion to approve, seconded by Vice Mayor Blair. The vote was taken with the following results:

Carried 4-1

Yes: Crawford, Blair, Founds, Guthrie.

No: Girard.

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

Request to approve Emergency Clause for Ordinance Number 2339 after having had a second reading.

Presented by: Carolyn Back

Mayor Guthrie asked for a motion on item #5. Councilor Crawford made motion to approve, seconded by Vice Mayor Blair. The vote was taken with the following results:

Carried 4-1

Yes: Crawford, Blair, Found, Guthrie.

No: Girard.

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

Request to approve Ordinance Number 2338 approving the Petition for Annexation filed by 151 Bixby LLC, for two tracts of land that is part of the south half of the northwest quarter (S/2 NW/4) of Section Seven (7), Township Seventeen (17) North, Range fourteen (14) East, of the Indian Meridian, Tulsa County, State of Oklahoma, According to the United States Government survey thereof. Located in the general vicinity South and East of the Southeast corner of East 131st Street and South Mingo Road.

Presented by: Carolyn Back

This item is regarding approval of an Ordinance for Petition for Annexation filed by 151 Bixby LLC, Development Director Carolyn Back gave council some background information and asked for approval .

Mayor Guthrie asked to approve item #6. Councilor Crawford made motion to approve, seconded by Councilor Founds. The vote was taken with the following results:

Carried 4-1

Yes: Crawford, Founds, Blair, Guthrie.

No: Girard.

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

Request to approve Emergency Clause for Ordinance Number 2338 after having had a second reading

Presented by: Carolyn Back

Mayor Guthrie asked for a motion on item #7. Councilor Founds made motion to approve, seconded by Councilor Crawford. The vote was taken with the following results:

Carried 5-0

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

No: None.

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

Consider, discuss, and approve BXZO-21.03 a Rezone of 4.72 Acres (+/-) from Agriculture (AG) to Commercial Shopping (CS) located on the Southeast corner of East 141st Street South and South Lewis Avenue, Bixby, OK.

Presented by: Carolyn Back

Others that spoke: Jason Mohler AAB Engineering, Sand Springs, Dana Greer 13628 S. Dennis Widouski 13611 S 18th Pl, Keith Robertson 14573 S. Lewis, Cora Goodrich 14446 S. Florence Ave, Melissa Robertson 14575 S. Lewis

This item is to consider approval of a rezones on the southeast corner of East 141st Street South and South Lewis Avenue. Development Services Director Carolyn Back gave council background information regarding this proposed rezoning.

Public comments were given.

Discussion continued.

Mayor Guthrie asked for a motion on item #8. Councilor Founds made motion to approve, seconded by Vice Mayor Blair. The vote was taken with the following results:

Carried 4-1

Yes: Founds, Blair, Girard Guthrie

No: Crawford

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

Consider, discuss, and approve BXZO-21.04 a Rezone of 156.66 Acres (+/-) from Agriculture (AG) to Residential Single-Family (RS-3) located on the Southeast corner of East 141st Street South and South Lewis Avenue, Bixby, OK.

Presented by: Carolyn Back

Others that spoke: Jason Mohler AAB Engineering, Zack Holland Homes by Taber 305 W Memorial, Keith Robertson 14573 S. Lewis, Kane Berene 14009 S. 18th St, Dan Stehl 13803 S. 19th Ct, Jeremy Johnson 14753 S. Lewis Ave, Chris Loney 1717 E. 140th Place South, Cora Goodrich 14446 S. Florence Ave, Melissa Robertson 14573 S. Lewis, Jennifer Pardue 14432 S. Florence Ave, Kevin Hogle 1721 E. 136th Pl South, Dennis Widouski 13611 S. 18th Pl, Dana Greer 13628 S. 18 Pl, Robert Morris 1720 E. 138th Pl S, Cale Brennen 3140 E 143rd St Pl., Alan Betchan AAB Engineering.

This item is for approval for Rezone to RS-3 located on the Southeast corner of East 141st Street South and South Lewis Avenue. Jason Mohler gave more details on the concerns and questions from council.

Discussion continued.

Public comments were given.

Mayor Guthrie asked for a motion on items 9-10 to continue. Vice Mayor Blair made motion to continue items 9-10, seconded by Councilor Crawford. The vote was taken with the following results:

Carried 5-0

Yes: Blair, Crawford, Girard, Founds Guthrie.

No: None.

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

Consider, discuss, and approve BXPUD-21.04 a Planned Unit Development (PUD) to allow for a Commercial and Single-Family Residential Development located on the Southeast corner of East 141st Street South and South Lewis Avenue, Bixby, OK.

Presented by: Carolyn Back

This item was continued.

Mayor Guthrie asked to recess at 8:45 p.m.

Mayor Guthrie reconvened at 8:54 p.m.

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

Consider, discuss, and approve BXZO-21.05 a Rezone of 10.7154 Acres (+/-) from Agriculture (AG) to Commercial Shopping (CS) located 610 feet East of South Memorial Drive at East 126th Place.

Presented by: Carolyn Back

Other that spoke: Jack Taber 9810 E. 42nd St., Beverly Molnar 8535 E. 126th Pl S.

Councilor Girard left the council chambers.

This item is in regard to rezone from Agriculture to Commercial Shopping and Planning Commission recommended approval to a rezone with a condition with Development Services Director Carolyn Back giving details of the conditions.

Discussion continued.

Mayor Guthrie asked for a motion on item #11. Councilor Crawford made motion to approve, seconded by councilor Founds. The vote was taken with the following results:

Carried 4-0

Yes: Crawford, Founds, Blair, Guthrie

No: None.

Councilor Girard entered the council chambers.

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

Consider, discuss, and approve BXSUP-21.03 a Specific Use Permit requested for a Nursing Home use which is allowed in a CS zoned district with an approved Specific Use Permit located 610 feet East of South Memorial Drive at East 126th Place.

Presented by: Carolyn Back

This item will be continued.

Mayor Guthrie recused from this items 13-14.

Vice Mayor Blair said on Item #13 on the Regular Agenda is:

Consider, discuss, and approve BXZO-21.07 a Rezone of 0.82 Acres (+/-) from Agriculture (AG) and Residential Multi-Family (RM-3) to Commercial General (CG) located on the Northeast corner of East 134th Street and South Memorial Drive.

Presented by: Carolyn Back

This item is to consider and approve a Rezone located on the Northeast corner of East 134th Street and South Memorial Drive.

Vice Mayor Blair asked for a motion on item #13. Councilor Founds made motion to approve, seconded by Councilor Girard. The vote was taken with the following results;

Carried 4-0

Yes: Founds, Girard, Crawford, Blair.

No: None.

Vice Mayor Blair said on Item #14 on the Regular Agenda is:

Consider, discuss, and approve BXPT-21.05 a Preliminary Plat for 35,540.2 SF / 0.82 Acres, Lot 1, Block 1, Domino's Bixby) located on the Northeast corner of East 134th Street and South Memorial Drive.

Presented by: Carolyn Back

Vice Mayor Blair asked for a motion on item #14/ Councilor Girard made motion to approve, seconded by Councilor Crawford. The vote was taken with the following results:

Carried 4-0

Yes: Girard, Crawford, Founds, Blair.

No: None.

Mayor Guthrie entered back into the council chambers.

Mayor Guthrie said on Item #15 on the Regular Agenda is:

City Managers' Report

- Gambler Crit Series June 3rd 4-10 p.m. @Charley Young Event Park.
- Food Truck for Kids June 3rd 5-8pm. @ Charley Young Event Park.
- The Market at Bixby June 10th @Charley Young Event Park.
- Green Corn Festival June 24th-25th @ Charley Young Event Park.
- Green Corn Parade June 26th 10:30 am

Mayor Guthrie said on Item #16 on the Regular Agenda is:

New Business

Adjournment was called at 9:54 p.m.

Mayor

Attest

City Clerk

CONSENT ITEM COMMENTARY

ITEM TITLE: Discuss and/or approve to ratify emergency replacement and purchase to Goddard Enterprises in the amount of \$18,145.00, for the outdoor warning siren located at 168th and Memorial Dr.

INITIATOR: Asst. Chief Andy Choate

STAFF INFO.SOURCE: Angela Williams

BACKGROUND: The Outdoor Warning Siren was inspected and found to not be working properly and unrepairable. The emergency replacement were needed for citizen safety during the peak of storm season. The project to be funded through the Disaster Recovery Reserve Fund.

EXHIBITS: Quote

KEY ISSUE: Emergency Replacement Outdoor Warning Siren

COUNCIL ACTION: Approve or Deny

RECOMMENDATION: Approve payment for emergency replacement of outdoor warning siren to Goddard Enterprises.

ITEM NO: _____

MEETING DATE: 6/14/2021

MEETING: CITY

Joe Goddard Enterprises

11950 Thousand Oaks Drive
Edmond Oklahoma, 73034
Phone: 405-830-9057

Quote

Quote000685

Bill To
Bixby The City of

Estimate Date : May 24, 2021

Expiry Date : July 31, 2021

Reference# : New 508 reuse existing cabinet

#	Item & Description	Qty	Rate	Amount
1	Custom Site Work Provide and Install 1-Federal Signal 508-128 rotating siren head 1-Solar Kit 48 volt 1-Custom installation on 50ft wooden pole 1-system optimization	1.00	16,920.00	16,920.00
2	Custom Site Work Removal of old siren pole and disposal.	1.00	750.00	750.00
3	We will reuse the existing Federal Signal cabinet and install all equipment on a new pole.	1.00	0.00	0.00
Sub Total				17,670.00
Shipping charge				475.00
Total				\$18,145.00

Notes

For questions in regard to this quote, please contact Andy Goddard.
Andy Goddard
405-830-9057

Terms & Conditions

NET 30

If paying by credit card there will be a 3.5% fee charged at time of payment

Authorized Signature _____

CONSENT ITEM COMMENTARY

ITEM TITLE: Discuss and/or approve the continuance of the existing contract with Alliance Maintenance who provides janitorial services for City Hall at a cost of \$1,760.00 monthly. No changes to the contract or pricing.

INITIATOR: Asst. Chief Andy Choate

STAFF INFO. SOURCE : Angela Williams

BACKGROUND: Alliance Maintenance was awarded the contract to provide janitorial service for the City of Bixby City Hall in FY15. They have performed well and staff recommends continuing the contract for FY 21-22. The total cost for the year will be an amount not to exceed \$21,120.00.

EXHIBITS: None

KEY ISSUE: Janitorial Services

COUNCIL ACTION: Approve or Deny

RECOMMENDATION: Approve the continuance of the existing contract with Alliance Maintenance.

ITEM NO: _____

MEETING DATE: 6/14/2021

MEETING: CITY

AGENDA ITEM COMMENTARY

ITEM TITLE: Consider and/or approve annual maintenance with Tyler Technologies (INCODE) for FY-22 the amount of \$22,065.55 (General Fund's portion).

INITIATOR: Charles Barnes

STAFF INFO. SOURCE: Charles Barnes

BACKGROUND: This is the annual renewal for INCODE to provide maintenance for utility billing and accounting software. This includes unlimited phone assistance and software upgrades. The cost this year is \$43,140.78, a 4.6% over last year.

EXHIBITS: Invoices

KEY ISSUE: Annual computer software maintenance.

COUNCIL ACTION: Approve or deny

RECOMMENDATION: Approval

ITEM NO: Consent Agenda

MEETING DATE: 06/14/2021

MEETING: City



tyler
technologies

Remittance:
Tyler Technologies, Inc
(FEIN 75-2303920)
P.O. Box 203556
Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
025-335185	06/01/2021	1 of 2

Questions:
Tyler Technologies- Local Government
Phone: 1-800-772-2260 Press 2, then 2
Email: ar@tylertech.com



RECEIVED

JUN 04 2021

CITY OF BIXBY

Bill To: City of Bixby
Attn: Accounts Payable
P.O. Box 70
Bixby, OK 74008

Ship To: City of Bixby
Attn: Accounts Payable
P.O. Box 70
Bixby, OK 74008

Cust No.-Bill To-Ship To	Ord No	PO Number	Currency	Terms	Due Date
42231 - MAIN - MAIN	145183		USD	NET30	07/01/2021

Date	Description	Units	Rate	Extended Price
Contract No.: Bixby, City of				
	Monthly fee to support and host Web site	1	100.00 <i>monthly</i>	100.00
	Maintenance Start: 01/Jul/2021, End: 31/Jul/2021			
	Utility Billing Online Component - Monthly Fee	1	322.40 <i>\$522.40</i>	322.40
	Maintenance Start: 01/Jul/2021, End: 31/Jul/2021			
	Court Online Component - Monthly Fee	1	100.00	100.00
	Maintenance Start: 01/Jul/2021, End: 31/Jul/2021			
Maintenance: Start: 01/Jul/2021, End: 30/Jun/2022				
	Incode CIS/CRM Annual Fees	1		\$15,226.23
	Utility CIS System			
	Central Cash Collection			
	Service Order Management			
	Permits & Inspections			
	Business License			
	Cemetery Records			
	Incode Customer Relationship Suite - Utility Meter-Reader Maintenance			
	Incode Court Annual Fees	1		\$4,903.54
	Court Case Management			
	Incode Document Management Annual Fees	1		\$990.30
	LF Financial Suite Interface			
	Incode Financials Annual Fees	1		\$17,206.03
	General Ledger			
	Budget Preparation			
	Check Reconciliation			
	Accounts Payable			
	Purchase Orders - Maintenance			
	Payroll/Personnel			
	Fixed Assets			
	Project Accounting			
	Forms Overlay			
	Lock Box Interface			
	Technical Services Annual Fees	1		\$1,782.18
	Basic Network Support Services			
	Third Party System Software	1		\$463.51
	AcuCorp AcuServer			
	Tyler University	1		\$2,569.00
	TylerU			

*Annual
\$43,146.78*



tyler
technologies

Remittance:

Tyler Technologies, Inc.
(FEIN 75-2303920)
P.O. Box 203556
Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
025-335185	06/01/2021	2 of 2

Questions:

Tyler Technologies- Local Government
Phone: 1-800-772-2260 Press 2, then 2
Email: ar@tylertech.com

Bill To: City of Bixby
Attn: Accounts Payable
P.O. Box 70
Bixby, OK 74008

RECEIVED

JUN 04 2021

CITY OF BIXBY

Ship To: City of Bixby
Attn: Accounts Payable
P.O. Box 70
Bixby, OK 74008

Cust No.-Bill To-Ship To	Ord No	PO Number	Currency	Terms	Due Date
42231 - MAIN - MAIN	145183		USD	NET30	07/01/2021

Date	Description	Units	Rate	Extended Price
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****ATTENTION****

Order your checks and forms from
Tyler Business Forms at 877-749-2090 or
tylerbusinessforms.com to guarantee
100% compliance with your software.

Subtotal 43,663.19

Sales Tax 0.00

Invoice Total 43,663.19

CONSENT AGENDA ITEM COMMENTARY

ITEM TITLE: Consider and/or approve surplus equipment for various departments. (General Fund's portion).

INITIATOR: Charles Barnes

STAFF INFO. SOURCE Charles Barnes

BACKGROUND: This is to surplus unusable equipment so that it can be properly disposed.

EXHIBITS: See Attached

KEY ISSUE: Surplus equipment for proper disposal.

COUNCIL ACTION: Approve or deny

RECOMMENDATION: Approval

ITEM NO: Consent Agenda

MEETING DATE: 06/14/2021

MEETING: City

Inventory for Police Surplus

DESCRIPTION	SERIAL NUMBER	NOTES
Rolling Chair		No Arms- grey
Normal Chair		With Arms- grey
2- Work Out Mats		
1- Tri Fold Display Board		Blue
1- Large Cork Board		
Police Tape		8 cases
3 bags of Spikes		For patrol units
LED road flares		1 set
Stop stick		several
Folding Table		6ft
Credit Card Machine		Old style
Newspaper articles & Pictures		1 box full
bag of Glock gun boxes		10-12 empty boxes
Tablet Console		For patrol units
2 Bike rack		For patrol units
2 Schwinn Patrol Bikes		yellow
	F0010235409413L	
	F0010217700413L	
Single-Rifle Holder		For patrol units
Double Rifle Holder		For patrol units
Box of Old Tasers & Holsters		
box of misc. cables		2 boxes
Computer Keyboard		8
Dell Computer Monitor		
	CN-0D115J-72872-92C-1N3L	
	CN-0TW956-64180-7CR-23GU	
	CN-0D115J-72872-92C-1N5L	
	CN-0TP219-64180-7BL-2D8C	
Nec Computer Monitor		
	L11Q002507	
	L11Q002532	
ASUS Computer Monitor		
	C4LMTF084186	
Dell Computer Tower		
	416VJG1	

	JTWZPN1	
	7VLLWR1	
	7VHJWR1	
	2YDOMF1	
Lexmark Printer		
	406347990GLZP	
HP Printer		
	MY18M510XG	
Computer Mounting Brackets		For monitors
Misc. Computer Parts & wires		1 box
IOMEGA - CD/RW		
	3HAE1100AC	
UPS- Power Supply		
Belkin	0X041310431W3	
APC	JB0701011502	
TRIPP-LITE	AGPS5488	
SINERGY	S0K7XAU	
Batteries for UPS Systems		4
Backpacks		15- Filled to give out to children
Metal Cabinet		Misc. tools and items
Rolling desk chairs	80A8QV	Cloth Stained
Rolling desk chair	8JA8QV	Cloth Stained
Dell Keyboard	KB212B	
Picture frames (3)		Black Plastic, small chips
Ticket Printer		Grey & Black
Computer speakers		black
Storage Cabinet		18x36x42
desk Phone		black
Table-Metal		19.5x40x28
2- small floor jacks		
Rear Directional light bar		Red and Blue
2 computer scanners	HP	
Center console	Police car	
Laptop- Panasonic	1LKSB05322	
Laptop- Panasonic	1LKYB07587	
Laptop- Panasonic	1KKS03757	
Laptop- Panasonic	1KKS03447	

Laptop- Panasonic	2AKSB05879	
Laptop- Panasonic	1LKSB05504	
Laptop- Panasonic	1LKSB05481	
FORD- CROWN VICTORIA	2FAHP71V89X10232	2009 POLICE UNIT #0904
Audio/ Video record device	0035007	
Intelligence system	0033002	
Magnavox 24" dvd/vcr player	V33599700	comes with black cart
Sony digital camera	1430162	
Sony Handycam recorder	16947	with carry bag
Audio Intelligence device		pager
Camera Stan Ambico	V01135	
restoration equipment		
Sirchie finger print kit	01135	
Sony recording device		
Tanita digital scale	0580417	
Acculab digital scale		
small camera case		
vizio 42 inch tv	LSPAMAH1716458	
L Shape desk		currently in 2 pieces
desk chair		
plastic chair mat		
motor trend flash light		10000000 flashlight
Magellan gps unit		2 units
Basyx Office chair- rolling		black
HON office Chair		2 black chairs
HON office Chair		tall adjustable- black
HON rolling office chair		grey
Bravo PROXi Disc Publisher	2110400769	
3 shelve rolling stand		Beige
ASUS Computer monitor	G9LMQS135234	
	G3LMQS044315	
	CN-0GFCNV-74445-175-COTS	
	JALMTF082892	
NEC Computer monitor	27B79015NA	Old Radio Monitor
HON desk		Broken- brown/grey
Credenza / desk		brown/ grey
metal desk		tan/ beige
Desk		grey
Metal Desk		Black
3 shelf bookcase		Brown
48 slot mail bookcase		Tan

HP keyboard		
Brother Printer	063481A6J325092	
Canon 10 key	2B361755	

RADIO SURPLUS

MACOM KRD MOBILE

412073
414844
420606
420459
412001
411717
411911
408184
412070
414685
411909
411729
412071
412003
411733
411999
411715

MACOM M7100 MOBILE

9131558
9131139
9131163

MACOM D28LPXE MOBILE

23504415

KENWOOD UHF/FM TRANSEIVER

11000086

MACOM MOBILE SPEAKER/MIC

25

MACOM KRY1011632 CONTROL HEAD

35550
54328
35563
24868
35543

MACOM CU23218 CONTROL HEAD

98001398
98002335
98001773
98002082
98001751

98002271

MACOM MOBILE SPEAKER

13

OTTO LAPEL MIC

15

MACOM LAPEL MIC

5

HARRIS LAPEL MIC

1

MACOM P7100IP

9920925

9920928

9916706

MACOM P5100

9229494

MACOM 300P

9705261

MACOM 700PI

9601293

9601227

9601924

9601291

9601921

9601887

9601925

9601289

9601228

9601884

9601290

9601226

9601354

9601211

9601042

9601219

9601292

9601221

9601886

9601295

MACOM LPE200

9792390

9792432

9792421

9808044

9792401

9792748

9813020

9800305

9788499

9788457

9792397

HARRIS MOBILE SPEAKER

3

MACOM UNIVERSAL DESK CHARGER

21

MACOM RAPID CHARGER

3

Harris Dispatch Speaker

4

Harris C3 Maestro W/ Cables

2

Surplus list

[illegible]

CONSENT ITEM COMMENTARY

ITEM TITLE: Discuss and/or approve School Resource Officer (SRO) contract between the City of Bixby and Bixby Public Schools for 2 Officers for the 2021-2022 school year.

INITIATOR: Asst. Chief Choate

STAFF INFORMATION SOURCE: Angela Williams

BACKGROUND: A renewal of the 2021-2022 School Resource Officer Contract with the City of Bixby and Bixby Public Schools for the Bixby Police Department to provide two uniformed officers between the hours of 8:00 a.m. to 4:00 p.m. during the 2021-2022 school year. The salary and benefits for the two officers will be provided for by the City of Bixby at 18% and 82% by the Bixby Public Schools.

EXHIBITS: 2021-2022 Contract

KEY ISSUE: SRO Contract

COUNCIL ACTION: Approve or Deny

RECOMMENDATION: Approve 2021-2022 SRO Contract

ITEM NO: _____

MEETING DATE: 6/14/2021

MEETING: CITY

SCHOOL RESOURCE OFFICER CONTRACT

This contract is made by and between Independent School District Number 4 of Tulsa County, Oklahoma, also known as Bixby Public Schools ("School District"), and the City of Bixby, Oklahoma, a municipal corporation ("City").

RECITALS:

School District desires to contract with the City for the furnishing by the City of law enforcement and school resource officer functions (the "Services") for School District campuses in addition to any other SRO agreement between the School District and the City.

NOW THEREFORE, in consideration of the mutual covenants and agreements herein contained and intending to be legally bound, School District and the City agree as follows:

1. **SERVICES TO BE PROVIDED BY THE CITY:** The City agrees to provide two (2) properly certified, uniformed officers to perform the Services at School District locations and during the hours designated in this Contract. The City will utilize both marked and fully equipped patrol cars and uniformed officers on foot patrol. The City officers will work with School District personnel on a cooperative basis. In addition to the law enforcement security functions, the City officers will be available on each campus to act as a School Resource Officer ("SRO") in conjunction with the required patrol duties. The SRO will provide counseling, education and public speaking services as requested by School District administration, faculty and students.
2. **TERM:** The term of this Contract will commence on August 16, 2021 or three days before the school year begins, whichever is later and will terminate May 20, 2022, or one day after the last day of school, whichever is later. This Contract may be renewed annually upon mutual agreement of the parties.
3. **COMPENSATION:** The City will be responsible for the salaries of the City Employees, including appropriate deductions for taxes, FICA, FUTA and other amounts required by law.

4. FINANCING OF THE SCHOOL RESOURCE OFFICER PROGRAM:

- a. For the 2021-2022 school year, the financing of the two City officers will be as follows:

School District	82%	\$ 130,033.81
City	18%	\$ 28,544.08
Total	100%	\$ 158,577.89

- b. The percentages above are of the two officers' total salary and fringe benefits. In addition, the City will provide uniforms, sufficient police cars and equipment, and will maintain and operate such vehicles and equipment at its expense for the two officers.
- c. The City will submit monthly invoices to the School District detailing the personnel expenses for the previous month.
5. **SERVICE HOURS:** The City will, at all times during the term of this contract hours set out below, provide two (2) officers on duty to perform law enforcement and SRO service on School District campuses as follows:

- a. The officer will work a forty (40) hour shift each week, Monday through Friday, from approximately 8:00 a.m. to 4:00 p.m., or as needed and report directly to the Assistant Chief of Police. The City shall work with the School District and write Post Orders for the officer outlining the officers' duties. Included in the daily Post Orders of the SRO's shall be truancy checks in locations of appropriate jurisdiction as assigned by the School District's Superintendent as well as site assignment.
- b. The City reserves the right to immediately utilize the officers assigned to School District in the event of a natural or manmade disaster or emergency as part of the City's agency-wide response to a disaster or emergency. The City will notify the School District as soon as it is reasonably able to do so about the temporary transfer of the officers to other duties. If such an emergency diversion of officers occurs then the School District will not be required to pay the City for any portion of the diverted officers' salary and benefits during the time of the diversions.
- c. School Resource Officers (SRO) shall not become involved in any roll causing them to act as a disciplinarian on behalf of the School District and will not become involved in any School District administrative actions.

6. **INDEPENDENT CONTRACTOR STATUS:** The City is engaged to provide the services as an independent contractor. In performing the City's Services to the School District under this contract, the two (2) officers shall at all times be employees of the City. School District will have no right to direct the City personnel as to whom School District has objections from operations under this Contract. If School District has objections to any City personnel, School District will review those objections with a designated representative of the City.
7. **SCHOOL DISTRICT ADDITIONAL PERSONNEL:** In addition to the personnel to be provided by the City, School District, at its option, shall have the right to engage personnel to provide watchman duties, including watchman duties provided through a private security company. In the event School District elects to engage watchman services either through School District employees or through a private security service, the watchman services will be coordinated with the City personnel. The City shall not be responsible for personnel hired under this section.
8. **MISCELLANEOUS:** This instrument represents the entire understanding between the parties concerning the subject matter. This Contract may be amended only by an instrument in writing mutually signed by the parties. The City will have no right to assign this Contract or subcontract the Services required of the City under this contract.
9. **TERMINATION:** This Contract may be terminated by either party by giving thirty (30) calendar days written notice to the other party. Upon such termination, School District shall pay the City a pro rata payment representing that portion of the annual fee earned by the City through the effective date of the termination. Thereafter, neither party shall have any further financial obligation to the other.
10. **INFORMATION SHARING:** The sharing of information between the Police Department and the District as it relates to students and or juveniles will be done in accordance with Local, State, and Federal law and or guidelines.

11. **INSURANCE:** It is understood and agreed that during the term of this contract and any renewal hereof, the City shall purchase and maintain errors and omissions and general liability insurance at a minimum of the amounts required under the Oklahoma Governmental Tort Claims Act naming the School District, and its officers and employees, as additional insured's and providing insurance coverage for all acts, omissions and services performed by the City officers as described in this contract including insurance coverage for claims, suits, damages, fees or expenses (including cost of defense) arising out of any such acts, omissions and services. Further, the City shall provide written proof of said coverage prior to execution of this contract and any time thereafter on request of the School District. The insurance provided by the City shall be deemed primary coverage relating to the acts of the officers and not excess.
12. **SEVERABILITY:** The invalidity or unenforceability of any provisions of this contract shall not affect the validity of enforceability of any other provision of this contract.
13. **GOOD FAITH:** The School Board, the City Manager, their agents and employees agree to cooperate in good faith in fulfilling the terms of this contract. Unforeseen difficulties of questions will be resolved by negotiation between the Superintendent of the School District and the City Manager of the City.

IN WITNESS WHEREOF, the parties have caused duplicate originals of this contract to be signed by their duly authorized officers.

"CITY"

THE CITY OF BIXBY, OKLAHOMA

Andy Choate
Acting Chief of Police
City of Bixby, Oklahoma

Date

Jared Cottle
City Manager, City of Bixby

Date

Mayor, City of Bixby

Date

Attest:

City Clerk, City of Bixby

Date

"SCHOOL DISTRICT"
BIXBY PUBLIC SCHOOLS

Mr. Rob Miller
Superintendent
Bixby Public Schools

Date

President, Board of Education
Bixby Public Schools

Date

Attest:

Clerk, Board of Education
Bixby Public Schools

Date

CONSENT ITEM COMMENTARY

ITEM TITLE: Discuss and/or approve School Resource Officer (SRO) contract between the City of Bixby and Bixby Public Schools for 1 Officer for the 2021-2022 school year.

INITIATOR: Asst. Chief Choate

STAFF INFORMATION SOURCE: Angela Williams

BACKGROUND: A School Resource Officer Contract with the City of Bixby and Bixby Public Schools for the Bixby Police Department to provide one uniformed officer between the hours of 8:00 a.m. to 4:00 p.m. during the 2021-2022 school year. The salary and benefits for one officer will be provided for by the City of Bixby at 50% and 50% by the Bixby Public Schools.

EXHIBITS: 2021-2022 Contract

KEY ISSUE: SRO Contract

COUNCIL ACTION: Approve or Deny

RECOMMENDATION: Approve 2021-2022 SRO Contract

ITEM NO: _____

MEETING DATE: 6/14/2021

MEETING: CITY

SCHOOL RESOURCE OFFICER CONTRACT

This contract is made by and between Independent School District Number 4 of Tulsa County, Oklahoma, also known as Bixby Public Schools ("School District"), and the City of Bixby, Oklahoma, a municipal corporation ("City").

RECITALS:

School District desires to contract with the City for the furnishing by the City of law enforcement and school resource officer functions (the "Services") for School District campuses in addition to any other SRO agreement between the School District and the City.

NOW THEREFORE, in consideration of the mutual covenants and agreements herein contained and intending to be legally bound, School District and the City agree as follows:

1. **SERVICES TO BE PROVIDED BY THE CITY:** The City agrees to provide one (1) additional properly certified, uniformed officers to perform the Services at School District locations and during the hours designated in this Contract. The City will utilize both marked and fully equipped patrol cars and uniformed officers on foot patrol. The City officers will work with School District personnel on a cooperative basis. In addition to the law enforcement security functions, the City officers will be available on each campus to act as a School Resource Officer ("SRO") in conjunction with the required patrol duties. The SRO will provide counseling, education and public speaking services as requested by School District administration, faculty and students.
2. **TERM:** The term of this Contract will commence on August 16, 2021 or three days before the school year begins, whichever is later and will terminate May 20, 2022, or one day after the last day of school, whichever is later. This Contract may be renewed annually upon mutual agreement of the parties.
3. **COMPENSATION:** The City will be responsible for the salaries of the City Employees, including appropriate deductions for taxes, FICA, FUTA and other amounts required by law.

4. FINANCING OF THE SCHOOL RESOURCE OFFICER PROGRAM:

- a. For the 2021-2022 school year, the financing of the One (1) additional City officers will be as follows:

School District	50%	\$ 37,307.52
City	50%	\$ 37,307.52
Total	100%	\$ 74,615.04

- b. The percentages above are of the one officer total salary and fringe benefits. In addition, the City will provide uniforms, sufficient police cars and equipment, and will maintain and operate such vehicles and equipment at its expense for the one officer.
- c. The City will submit monthly invoices to the School District detailing the personnel expenses for the previous month.
5. **SERVICE HOURS:** The City will, at all times during the term of this contract hours set out below, provide one additional (1) officer on duty to perform law enforcement and SRO service on School District campuses as follows:

- a. The officer will work a forty (40) hour shift each week, Monday through Friday, from approximately 8:00 a.m. to 4:00 p.m., or as needed and report directly to the Assistant Chief of Police. The City shall work with the School District and write Post Orders for the officer outlining the officers' duties. Included in the daily Post Orders of the SRO's shall be truancy checks in locations of appropriate jurisdiction as assigned by the School District's Superintendent as well as site assignment.
- b. The City reserves the right to immediately utilize the officers assigned to School District in the event of a natural or manmade disaster or emergency as part of the City's agency-wide response to a disaster or emergency. The City will notify the School District as soon as it is reasonably able to do so about the temporary transfer of the officers to other duties. If such an emergency diversion of officers occurs then the School District will not be required to pay the City for any portion of the diverted officers' salary and benefits during the time of the diversions.
- c. School Resource Officers (SRO) shall not become involved in any roll causing them to act as a disciplinarian on behalf of the School District and will not become involved in any School District administrative actions.

6. **INDEPENDENT CONTRACTOR STATUS:** The City is engaged to provide the services as an independent contractor. In performing the City's Services to the School District under this contract, the one additional (1) officer shall at all times be employees of the City. School District will have no right to direct the City personnel as to whom School District has objections from operations under this Contract. If School District has objections to any City personnel, School District will review those objections with a designated representative of the City.
7. **SCHOOL DISTRICT ADDITIONAL PERSONNEL:** In addition to the personnel to be provided by the City, School District, at its option, shall have the right to engage personnel to provide watchman duties, including watchman duties provided through a private security company. In the event School District elects to engage watchman services either through School District employees or through a private security service, the watchman services will be coordinated with the City personnel. The City shall not be responsible for personnel hired under this section.
8. **MISCELLANEOUS:** This instrument represents the entire understanding between the parties concerning the subject matter. This Contract may be amended only by an instrument in writing mutually signed by the parties. The City will have no right to assign this Contract or subcontract the Services required of the City under this contract.
9. **TERMINATION:** This Contract may be terminated by either party by giving thirty (30) calendar days written notice to the other party. Upon such termination, School District shall pay the City a pro-rata payment representing that portion of the annual fee earned by the City through the effective date of the termination. Thereafter, neither party shall have any further financial obligation to the other.
10. **INFORMATION SHARING:** The sharing of information between the Police Department and the District as it relates to students and or juveniles will be done in accordance with Local, State, and Federal law and or guidelines.

11. **INSURANCE:** It is understood and agreed that during the term of this contract and any renewal hereof, the City shall purchase and maintain errors and omissions and general liability insurance at a minimum of the amounts required under the Oklahoma Governmental Tort Claims Act naming the School District, and its officers and employees, as additional insured's and providing insurance coverage for all acts, omissions and services performed by the City officers as described in this contract including insurance coverage for claims, suits, damages, fees or expenses (including cost of defense) arising out of any such acts, omissions and services. Further, the City shall provide written proof of said coverage prior to execution of this contract and any time thereafter on request of the School District. The insurance provided by the City shall be deemed primary coverage relating to the acts of the officers and not excess.
12. **SEVERABILITY:** The invalidity or unenforceability of any provisions of this contract shall not affect the validity of enforceability of any other provision of this contract.
13. **GOOD FAITH:** The School Board, the City Manager, their agents and employees agree to cooperate in good faith in fulfilling the terms of this contract. Unforeseen difficulties of questions will be resolved by negotiation between the Superintendent of the School District and the City Manager of the City.

IN WITNESS WHEREOF, the parties have caused duplicate originals of this contract to be signed by their duly authorized officers.

"CITY"

THE CITY OF BIXBY, OKLAHOMA

Andy Choate
Acting Chief of Police
City of Bixby, Oklahoma

Date

Jared Cottle
City Manager, City of Bixby

Date

Mayor, City of Bixby

Date

Attest:

City Clerk, City of Bixby

Date

"SCHOOL DISTRICT"
BIXBY PUBLIC SCHOOLS

Mr. Rob Miller
Superintendent
Bixby Public Schools

Date

President, Board of Education
Bixby Public Schools

Date

Attest:

Clerk, Board of Education
Bixby Public Schools

Date

CONSENT ITEM COMMENTARY

ITEM TITLE: Discuss and/or approve one (1) grant School Resource Officer (SRO) contract between the City of Bixby and Bixby Public Schools for the 2021- 2022 school year.

INITIATOR: Asst. Chief Choate

STAFF INFORMATION SOURCE: Angela Williams

BACKGROUND: An agreement with the City of Bixby and Bixby Public Schools for the Bixby Police Department to provide one uniformed officer between the hours of 8:00 a.m. to 4:00 p.m. during the 2021-2022 school year. The salary and benefits for the officer will be provided for by the City of Bixby through the Department of Justice (DOJ) grant.

EXHIBITS: 2021-2022 SRO Grant Officer Contract

KEY ISSUE: SRO Grant Officer Contract

COUNCIL ACTION: Approve or Deny

RECOMMENDATION: Approve 2021-2022 SRO Grant Officer Contract

ITEM NO: _____

MEETING DATE: 6/14/2021

MEETING: CITY

SCHOOL RESOURCE OFFICER CONTRACT

This contract is made by and between Independent School District Number 4 of Tulsa County, Oklahoma, also known as Bixby Public Schools ("School District"), and the City of Bixby, Oklahoma, a municipal corporation (the "City").

RECITALS:

School District desires to contract with the City for the furnishing by the City of law enforcement and school resource officer functions (the "Services") for School District campuses in addition to any other SRO agreement between the School District and the City.

NOW THEREFORE, in consideration of the mutual covenants and agreements herein contained and intending to be legally bound, School District and the City agree as follows:

1. **SERVICES TO BE PROVIDED BY THE CITY:** The City agrees to provide one (1) additional properly certified, uniformed officer to perform the Services at School District locations and during the hours designated in this Contract. The City will utilize both a marked and fully equipped patrol car and uniformed officer on foot patrol. The additional officer will work with School District personnel on a cooperative basis. In addition to the law enforcement functions, the City officer will be available on each campus to act as a School Resource Officer ("SRO") in conjunction with the required patrol duties. The SRO will provide counseling, education and public speaking services as requested by School District administration, faculty and students.
2. **TERM:** The term of this Contract will commence on or before August 16, 2021, upon approval of both parties and will terminate 3 years from the date of acceptance of funding provided by the United States Department of Justice (DOJ) grant. Continuation of this agreement shall also be subject to the City's annual appropriation of matching funds.
3. **COMPENSATION:** The City will be responsible for the salaries of the City Employee, including appropriate deductions required by law.
4. **FINANCING OF THE SCHOOL RESOURCE OFFICER PROGRAM:** The financing for this position is provided through contributions from DOJ grant funding as

well as in kind funding through the City of Bixby. In addition, the City will provide uniforms, sufficient police car, and equipment, and will maintain and operate such vehicles and equipment at its expense for the officer.

5. **SERVICE HOURS:** The City will, at all times during the term of this contract hours set out below, provide one (1) additional officer on duty to perform law enforcement and SRO service on School District campuses as follows:
 - a. The officer will work a forty (40) hour shift each week, Monday through Friday, from approximately 8:00 a.m. to 4:00 p.m., or as needed and report directly to the Assistant Chief of Police. The City shall work with the School District and write Post Orders for the officer outlining the officers' duties. Included in the daily Post Orders of the SRO's shall be truancy checks in locations of appropriate jurisdiction as assigned by the School District's Superintendent as well as site assignment.
 - b. The City reserves the right to immediately utilize the officer assigned to School District in the event of a natural or manmade disaster or emergency as part of the City's agency-wide response to said disaster or emergency. The City will notify School District as soon as it is reasonably able to do so about the temporary transfer of the officers to other duties.
 - c. School Resource Officers (SRO) shall not become involved in any roll causing them to act as a disciplinarian on behalf of the School District and will not become involved in any School District administrative actions.
6. **INDEPENDENT CONTRACTOR STATUS:** The City is engaged to provide the services as an independent contractor. In performing the City's Services to the School District under this contract, the officer shall at all times be an employee of the City and directly reports to his/her direct supervisor. School District will have no right to direct the City personnel as to whom School District has objections from operations under this Contract. If School District has objections to any City personnel, School District will review those objections with a designated representative of the City.
7. **SCHOOL DISTRICT ADDITIONAL PERSONNEL:** In addition to the personnel to be provided by the City, School District, at its option, shall have the right to engage personnel to provide watchman duties, including watchman duties provided through a

private security company. In the event the School District elects to engage watchman services either through School District employees or through a private security service, the watchman services will be coordinated with the City personnel. The City shall not be responsible for personnel hired under this section.

8. **MISCELLANEOUS:** This instrument represents the entire understanding between the parties concerning the subject matter. This Contract may be amended only by an instrument in writing mutually signed by the parties. The City will have no right to assign this Contract or subcontract the Services required of the City under this contract.
9. **INFORMATION SHARING:** The sharing of information between the Police Department and the District as it relates to students and or juveniles will be done in accordance with Local, State, and Federal law and or guidelines.
10. **INSURANCE:** It is understood and agreed that during the term of this contract and any renewal hereof, the City shall purchase and maintain errors and omissions and general liability insurance at a minimum of the amounts required under the Oklahoma Governmental Tort Claims Act naming the School District, and its officers and employees, as additional insured's and providing insurance coverage for all acts, omissions and services performed by the City officer as described in this contract including insurance coverage for claims, suits, damages, fees or expenses (including cost of defense) arising out of any such acts, omissions and services. Further, the City shall provide written proof of said coverage prior to execution of this contract and any time thereafter on request of the School District. The insurance provided by the City shall be deemed primary coverage relating to the acts of the officers and not excess.
11. **SEVERABILITY:** The invalidity or unenforceability of any provisions of this contract shall not affect the validity of enforceability of any other provision of this contract.
12. **GOOD FAITH:** The School Board, the City Manager, their agents and employees agree to cooperate in good faith in fulfilling the terms of this contract. Unforeseen difficulties of questions will be resolved by negotiation between the Superintendent of the School District and the City Manager of the City.

IN WITNESS WHEREOF, the parties have caused duplicate originals of this contract to be signed by their duly authorized officers.

"CITY"

THE CITY OF BIXBY, OKLAHOMA

Andy Choate
Acting Chief of Police
City of Bixby, Oklahoma

Date

Jared Cottle
City Manager, City of Bixby

Date

Mayor, City of Bixby

Date

Attest:

City Clerk, City of Bixby

Date

"SCHOOL DISTRICT"
BIXBY PUBLIC SCHOOLS

Mr. Rob Miller
Superintendent
Bixby Public Schools

Date

President, Board of Education
Bixby Public Schools

Date

Attest:

Clerk, Board of Education
Bixby Public Schools

Date

Consent Agenda Item Commentary

Item Title

Discuss and/or take action on a Waiver of Park Rental and Deposit Rental Fees for Bixby Development Foundation Block Party at Charley Young Event Park.

Initiator

Krystal Crockett and/or Stacey Weatherly

Staff Information Source

Bryan Toney/ Jared Cottle

Background

Bixby Development Foundation (501c3) submitted a Special Event Permit to hold a block party at Charley Young Event Park. The application has been approved by City Staff. This a new event the Foundation will introduced to the Bixby Chamber of Commerce members and the community. The Foundation will also be announcing future events and programs being hosted by the organization.

Exhibits

Fee Waiver Request

Key Issue

Charley Young Event Park Rental \$800 Fee
Charley Young Event Park Deposit \$1500 Fee

Council Action

Approve or Deny of Waiver Request on all fees.

Recommendation

Approval.

Item No: _____

Meeting Date

06-14-2021

Meeting

City Council



12800 South Memorial Drive, Suite F
P.O. Box 158 Bixby, OK 74008
O: 918.366.9445 F: 918.366.9443
W: www.bixbychamber.com

May 17, 2021

2021 BOARD OF DIRECTORS

Robin Denham, Chair

Farmers Insurance

Ron Bussert, Secretary & Treasurer

OSU - Tulsa

Krystal Crockett

Bixby Metro Chamber

Travis Davidson

Cardinal Club/TREYs Bar & Grill

Justin Langston

Two Men And A Truck

Heather McDowell

Oklahoma Center for Advancement of

Science & Technology (OCAST)

Dear Officer Toney,

We would like to request a fee waiver for the event we are having on
June 30, 2021 at Charley Young Event Park.

Sincerely,

A handwritten signature in black ink, appearing to read "Krystal", is written over a large, loopy circular flourish.

Krystal Crockett
Bixby Development Foundation Pres/CEO
918-366-9445

Consent Agenda Item Commentary

Item Title

Discuss and/or take action on a Waiver of Barricade Rental Fees request for Bixby Vacation Bible School at the church facility.

Initiator

Carrie Hill

Staff Information Source

Bryan Toney/ Jared Cottle

Background

Bixby First Baptist Church (501c3) submitted a Special Event Permit to close the Breckenridge from Main Street to Montgomery. The closure will be occurring 0900 to 1230 hours starting June 21st and going through June 25th. The application is currently in the approval process by City Staff and has been submitted in anticipation of approval of a permit. The church is closing the street as an extra precaution during the hours of their vent to allow parents and children to safely cross the roadway.

Exhibits

Fee Waiver Request

Key Issue

Barricade Rental Fee \$150.00 per day for five (5) days.

Council Action

Approve or Deny of Waiver Request on all fees.

Recommendation

Approval.

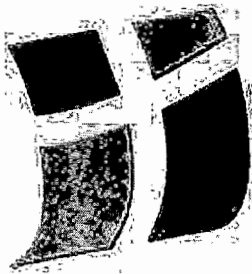
Item No: _____

Meeting Date

06-14-2021

Meeting

City Council



Bixby's First Baptist Church

Wednesday, June 9, 2021

To Whom It May Concern:

First Baptist Church, 114 E Breckenridge Ave is conducting our annual Vacation Bible School for Children on June 21-25, 2021, from 9 am to Noon and would like to ask for an exemption for the fee of barricading the road (E Breckenridge Ave) that runs in front of the church. Children will be coming and going across the road and would request barricades to help with the safety of the Children.

Thank You

Monte Moran, pastor

AGENDA ITEM COMMENTARY

ITEM TITLE: Consider and/or approve FY22 budget including budget resolution

INITIATOR: Charles Barnes

STAFF INFO. SOURCE Charles Barnes

BACKGROUND: Oklahoma Statutes require that the budget be approved at least 7 days prior to the start of the fiscal year.

EXHIBITS: Budget Resolution 2021-15 and FY-22 Budget

KEY ISSUE: Approval of FY22 Budget prior to beginning of fiscal year.

COUNCIL ACTION: Approve or deny

RECOMMENDATION: Approve

ITEM NO: Agenda

MEETING DATE: 6/14/2021

MEETING: City

CITY COUNCIL OF THE CITY OF BIXBY, OKLAHOMA

RESOLUTION 2021-15

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF BIXBY, ADOPTING A FISCAL YEAR 2022-2023 BIENNIAL BUDGET FOR THE CITY.

WHEREAS, a biennial budget enhances strategic long-range planning, decreases budget development time, provides better resource allocation, provides better discipline in the expenditure of funds, tends to improve fund balances, and is viewed by credit rating agencies as enhancing the City's overall financial conditions; and

WHEREAS, each annual budget making up the two-year Biennial budget will be considered and acted upon separately each year of the biennium after public hearing, consistent with the Oklahoma Municipal Budget Act, Title 11 Oklahoma Statutes, Sections 17-201 through 17-216.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BIXBY, OKLAHOMA THAT:

The Bixby City Council approves the 2022-2023 Biennial Budget, providing for the balancing of revenues and expenditures related to same as provided in the 2022-2023 biennial budget documents accompanying this resolution.

ADOPTED and APPROVED by the Bixby City Council on June 14, 2021.

Brian Guthrie, Mayor of the City of Bixby

ATTEST:

City Clerk

APPROVED:

City Attorney

City of Bixby BPWA Meeting Minutes

**City Hall Municipal Building
116 W Needles, Bixby, OK 74008
May 24 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 May 21st on or before 6:00 p.m.

Mayor Guthrie called the meeting to order at 9:54 pm.

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

Members Present

**Guthrie
Girard
Crawford
Blair
Founds**

Staff Present

**Jared Cottle, City Manager
Phil Frazier, City Attorney
Charles Barns, Finance Dir.
Ike Shirley, Police Chief
Bea Aamodt, Public Works
John Wood, Parks Director
Carolyn Back, Dev. Serv. Dir.
Andy Choate, Assist. Police Chief
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 05/10/21.
- b) Consider and/or approve 2021-2022 Oklahoma Municipal League service Fees in the amount of \$9,345.02 (BPWA portion).
- c) Consider and/or approve purchase order to Oklahoma Municipal Assurance Group for renewal of City's property insurance in the amount of \$33,958.69 (BPWA's portion of total bill).
- d) Consider and/or approve purchase order to Oklahoma Municipal Assurance Group for renewal of City's general liability and automobile insurance in the amount of \$21,727.65 (BPWA's portion of total bill).

- e) Discuss and/or take action on dedicating Utility Easements to Oklahoma Gas and Electric Company for the purpose of supplying electrical service to the Bixby Water Reclamation Facility (WWTP).

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

Carried 5-0

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

No: None.

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

Consider and/or approve FY22 Budget including budget resolution.

Presented by: Charles Barnes

This item was continued.

Mayor Guthrie said on Item #2 on the Regular BPWA agenda is:

New Business

There being none.

Adjournment was called at 9:54 p.m.

MAYOR

ATTEST

CITY CLERK

AGENDA ITEM COMMENTARY

ITEM TITLE: Consider and/or approve annual maintenance with Tyler Technologies (INCODE) for FY-22 the amount of \$21,075.25 (BPWA's portion).

INITIATOR: Charles Barnes

STAFF INFO. SOURCE Charles Barnes

BACKGROUND: This is the annual renewal for INCODE to provide maintenance for utility billing and accounting software. This includes unlimited phone assistance and software upgrades. The cost this year is \$43,140.78 a 4.6% over last year.

EXHIBITS: Invoices

KEY ISSUE: Annual computer software maintenance.

COUNCIL ACTION: Approve or deny

RECOMMENDATION: Approval

ITEM NO: Consent Agenda

MEETING DATE: 06/14/2021

MEETING: BPWA



Remittance:
Tyler Technologies, Inc
(FEIN 75-2303920)
P.O. Box 203556
Dallas, TX 75320-3556

Invoice

Invoice No 025-335185	Date 06/01/2021	Page 1 of 2
---------------------------------	---------------------------	-----------------------

Questions:
Tyler Technologies- Local Government
Phone: 1-800-772-2260 Press 2, then 2
Email: ar@tylertech.com



RECEIVED

JUN 04 2021

CITY OF BIXBY

Bill To: City of Bixby
Attn: Accounts Payable
P.O. Box 70
Bixby, OK 74008

Ship To: City of Bixby
Attn: Accounts Payable
P.O. Box 70
Bixby, OK 74008

Cust No.-BillTo-ShipTo 42231 - MAIN - MAIN	Ord No 145183	PO Number	Currency USD	Terms NET30	Due Date 07/01/2021
--	-------------------------	------------------	------------------------	-----------------------	-------------------------------

Date	Description	Units	Rate	Extended Price
Contract No.: Bixby, City of				
	Monthly fee to support and host Web site	1	100.00 <i>monthly</i>	100.00
	Maintenance Start: 01/Jul/2021, End: 31/Jul/2021			
	Utility Billing Online Component - Monthly Fee	1	322.40 <i>\$522.40</i>	322.40
	Maintenance Start: 01/Jul/2021, End: 31/Jul/2021			
	Court Online Component - Monthly Fee	1	100.00	100.00
	Maintenance Start: 01/Jul/2021, End: 31/Jul/2021			
Maintenance: Start: 01/Jul/2021, End: 30/Jun/2022				
	Incode CIS/CRM Annual Fees	1		\$15,226.23
	Utility CIS System			
	Central Cash Collection			
	Service Order Management			
	Permits & Inspections			
	Business License			
	Cemetery Records			
	Incode Customer Relationship Suite - Utility Meter-Reader Maintenance			
	Incode Court Annual Fees	1		\$4,903.54
	Court Case Management			
	Incode Document Management Annual Fees	1		\$990.30
	LF Financial Suite Interface			
	Incode Financials Annual Fees	1		\$17,206.03
	General Ledger			
	Budget Preparation			
	Check Reconciliation			
	Accounts Payable			
	Purchase Orders - Maintenance			
	Payroll/Personnel			
	Fixed Assets			
	Project Accounting			
	Forms Overlay			
	Lock Box Interface			
	Technical Services Annual Fees	1		\$1,782.18
	Basic Network Support Services			
	Third Party System Software	1		\$463.51
	AcuCorp AcuServer			
	Tyler University	1		\$2,569.00
	TylerU			



tyler
technologies

Remittance:
Tyler Technologies, Inc
(FEIN 75-2303920)
P.O. Box 203556
Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
025-335185	06/01/2021	2 of 2

Questions:
Tyler Technologies- Local Government
Phone: 1-800-772-2260 Press 2, then 2.
Email: ar@tylertech.com

Bill To: City of Bixby
Attn: Accounts Payable
P.O. Box 70
Bixby, OK 74008

RECEIVED

JUN 04 2021

Ship To: City of Bixby
Attn: Accounts Payable
P.O. Box 70
Bixby, OK 74008

CITY OF BIXBY

Cust No.-Bill To-Ship To	Ord No	PO Number	Currency	Terms	Due Date
42231 - MAIN - MAIN	145183		USD	NET30	07/01/2021

Date	Description	Units	Rate	Extended Price
------	-------------	-------	------	----------------

****ATTENTION****

Order your checks and forms from
Tyler Business Forms at 877-749-2090 or
tylerbusinessforms.com to guarantee
100% compliance with your software.

Subtotal	43,663.19
Sales Tax	0.00
Invoice Total	43,663.19

CONSENT AGENDA ITEM COMMENTARY

ITEM TITLE: Consider and/or approve surplus equipment for various departments. (BPWA's portion).

INITIATOR: Charles Barnes

STAFF INFO. SOURCE Charles Barnes

BACKGROUND: This is to surplus unusable equipment so that it can be properly disposed.

EXHIBITS: See Attached

KEY ISSUE: Surplus equipment for proper disposal.

COUNCIL ACTION: Approve or deny

RECOMMENDATION: Approval

ITEM NO: Consent Agenda

MEETING DATE: 06/14/2021

MEETING: BPWA

Inventory for Police Surplus

DESCRIPTION	SERIAL NUMBER	NOTES
Rolling Chair		No Arms- grey
Normal Chair		With Arms- grey
2- Work Out Mats		
1- Tri Fold Display Board		Blue
1- Large Cork Board		
Police Tape		8 cases
3 bags of Spikes		For patrol units
LED road flares		1 set
Stop stick		several
Folding Table		6ft
Credit Card Machine		Old style
Newspaper articles & Pictures		1 box full
bag of Glock gun boxes		10-12 empty boxes
Tablet Console		For patrol units
2 Bike rack		For patrol units
2 Schwinn Patrol Bikes		yellow
	F0010235409413L	
	F0010217700413L	
Single-Rifle Holder		For patrol units
Double Rifle Holder		For patrol units
Box of Old Tasers & Holsters		
box of misc. cables		2 boxes
Computer Keyboard		8
Dell Computer Monitor		
	CN-0D115J-72872-92C-1N3L	
	CN-0TW956-64180-7CR-23GU	
	CN-0D115J-72872-92C-1N5L	
	CN-0TP219-64180-7BL-2D8C	
Nec Computer Monitor		
	L11Q002507	
	L11Q002532	
ASUS Computer Monitor		
	C4LMTF084186	
Dell Computer Tower		
	416VJG1	

	JTWZPN1	
	7VLEWR1	
	7VHJWR1	
	2YDOMF1	
Lexmark Printer		
	406347990GLZP	
HP Printer		
	MY18M510XG	
Computer Mounting Brackets		For monitors
Misc. Computer Parts & wires		1 box
IOMEGA - CD/RW		
	3HAE1100AC	
UPS- Power Supply		
Belkin	0X041310431W3	
APC	JB0701011502	
TRIPP-LITE	AGPS5488	
SINERGY	S0K7XAU	
Batteries for UPS Systems		4
Backpacks		15- Filled to give out to children
Metal Cabinet		Misc. tools and items
Rolling desk chairs	80A8QV	Cloth Stained
Rolling desk chair	8JA8QV	Cloth Stained
Dell Keyboard	KB212B	
Picture frames (3)		Black Plastic, small chips
Ticket Printer		Grey & Black
Computer speakers		black
Storage Cabinet		18x36x42
desk Phone		black
Table-Metal		19.5x40x28
2- small floor jacks		
Rear Directional light bar		Red and Blue
2 computer scanners	HP	
Center console	Police car	
Laptop- Panasonic	1LKSB05322	
Laptop- Panasonic	1LKYB07587	
Laptop- Panasonic	1KKSB03757	
Laptop- Panasonic	1KKSB03447	

Laptop- Panasonic	2AKSB05879	
Laptop- Panasonic	1LKSB05504	
Laptop- Panasonic	1LKSB05481	
FORD- CROWN VICTORIA	2FAHP71V89X10232	2009 POLICE UNIT #0904
Audio/ Video record device	0035007	
Intelligence system	0033002	
Magnavox 24" dvd/vcr player	V33599700	comes with black cart
Sony digital camera	1430162	
Sony Handycam recorder	16947	with carry bag
Audio Intelligence device		pager
Camera Stan Ambico	V01135	
restoration equipment		
Sirchie finger print kit	01135	
Sony recording device		
Tanita digital scale	0580417	
Acculab digital scale		
small camera case		
vizio 42 inch tv	LSPAMAH1716458	
L Shape desk		currently in 2 pieces
desk chair		
plastic chair mat		
motor trend flash light		10000000 flashlight
Magellan gps unit		2 units
Basyx Office chair- rolling		black
HON office Chair		2 black chairs
HON office Chair		tall adjustable- black
HON rolling office chair		grey
Bravo PROXI Disc Publisher	2110400769	
3 shelve rolling stand		Beige
ASUS Computer monitor	G9LMQS135234	
	G3LMQS044315	
	CN-OGFCNV-74445-175-COTS	
	JALMTF082892	
NEC Computer monitor	27B79015NA	Old Radio Monitor
HON desk		Broken- brown/grey
Credenza / desk		brown/ grey
metal desk		tan/ beige
Desk		grey
Metal Desk		Black
3 shelf bookcase		Brown
48 slot mail bookcase		Tan

HP keyboard		
Brother Printer	063481A6J325092	
Canon 10 key	2B361755	

RADIO SURPLUS

MACOM KRD MOBILE

412073
414844
420606
420459
412001
411717
411911
408184
412070
414685
411909
411729
412071
412003
411733
411999
411715

MACOM M7100 MOBILE

9131558
9131139
9131163

MACOM D28LPXE MOBILE

23504415

KENWOOD UHF/FM TRANSEIVER

11000086

MACOM MOBILE SPEAKER/MIC

25

MACOM KRY1011632 CONTROL HEAD

35550
54328
35563
24868
35543

MACOM CU23218 CONTROL HEAD

98001398
98002335
98001773
98002082
98001751

98002271

MACOM MOBILE SPEAKER

13

OTTO LAPEL MIC

15

MACOM LAPEL MIC

5

HARRIS LAPEL MIC

1

MACOM P7100IP

9920925

9920928

9916706

MACOM P5100

9229494

MACOM 300P

9705261

MACOM 700PI

9601293

9601227

9601924

9601291

9601921

9601887

9601925

9601289

9601228

9601884

9601290

9601226

9601354

9601211

9601042

9601219

9601292

9601221

9601886

9601295

MACOM LPE200

9792390

9792432

9792421

9808044

9792401

9792748

9813020

9800305

9788499

9788457

9792397

HARRIS MOBILE SPEAKER

3

MACOM UNIVERSAL DESK CHARGER

21

MACOM RAPID CHARGER

3

Harris Dispatch Speaker

4

Harris C3 Maestro W/ Cables

2

Surplus list

[illegible]

AGENDA ITEM COMMENTARY

ITEM TITLE: Consider and/or approve FY22 budget including budget resolution

INITIATOR: Charles Barnes

STAFF INFO. SOURCE: Charles Barnes

BACKGROUND: Oklahoma Statutes require that the budget be approved at least 7 days prior to the start of the fiscal year.

EXHIBITS: Budget Resolution 2020-16 and FY-22 Budget

KEY ISSUE: Approval of FY22 Budget prior to beginning of fiscal year.

COUNCIL ACTION: Approve or deny

RECOMMENDATION: Approve

ITEM NO: Agenda

MEETING DATE: 6/14/2021

MEETING: BPWA

BIXBY PUBLIC WORKS AUTHORITY

RESOLUTION 2021-16

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BIXBY PUBLIC WORKS AUTHORITY, ADOPTING A FISCAL YEAR 2022-2023 BIENNIAL BUDGET FOR THE BIXBY PUBLIC WORKS AUTHORITY.

WHEREAS, a biennial budget enhances strategic long-range planning, decreases budget development time, provides better resource allocation, provides better discipline in the expenditure of funds, tends to improve fund balances, and is viewed by credit rating agencies as enhancing the Bixby Public Works Authority's overall financial conditions; and

WHEREAS, each annual budget making up the two-year Biennial budget will be considered and acted upon separately each year of the biennium after review by the Board of Trustees of the Bixby Public Works Authority.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE BIXBY PUBLIC WORKS AUTHORITY THAT:

The Board of Trustees of the Bixby Public Works Authority approves the 2022-2023 Biennial Budget, providing for the balancing of revenues and expenditures related to same as provided in the 2022-2023 biennial budget documents accompanying this resolution.

ADOPTED and APPROVED by the Board of Trustees of the Bixby Public Works Authority on June 14, 2021.

Brian Guthrie, Chairman
Board of Trustees
Bixby Public Works Authority

ATTEST:

BPWA Secretary

APPROVED:

BPWA Attorney

REGULAR AGENDA ITEM COMMENTARY

ITEM TITLE: Discuss and/or approve contract with CH2M HILL Engineers, Inc., a subsidiary of Jacobs Engineers, to perform the Operations and Maintenance (O&M) of the Bixby Water Reclamation Facility; renewable up to FY33

INITIATOR: Bea Aamodt, Director

STAFF INFORMATION SOURCE: Bea Aamodt, Director

BACKGROUND: On April 14th, 2021, a selection committee consisting of City Staff and Council members unanimously selected CH2M HILL Engineers, Inc. to negotiate a contract for the Operations and Maintenance of the Bixby Water Reclamation Facility that is currently under construction.

Upon approval by Council and beginning June 15th, Jacobs would provide the following services:

PHASE 1- COORDINATION OF INSPECTION SERVICES

- Provide oversight of ICAN inspection service to the end of the project.
- Initiate Industrial Pretreatment Program and Fat Oils and Grease Programs including public education and community outreach

PHASE 2-START UP TRAINING AND ASSOCIATED SERVICES

- Provide Owner with a minimum of 3 members of Contractor's staff to obtain training directly from Owner's design builder regarding the operation of the Project.
- Install telemetry monitoring and alarming on seven (7) of Owner's lift stations.
- Document via a video record of manufacturer training provided on new equipment associated with new BWRP construction.
- Develop and implement an Industrial Pretreatment Program ("IPP")
- Develop and submit for Owner adoption a Grease Control Ordinance including grease trap permitting system and trap cleaning manifests.
- Perform survey of City to identify potential dischargers of fats, oils and grease. Permit users and provide requirements for grease trap size and maintenance. Perform Inspections.

PHASE 3- OPERATIONS MAINTENANCE AND MANAGEMENT SERVICES

In summary:

- Staff the Project with enough qualified employees who possess the managerial, administrative, and technical skills to perform the services specified in this Agreement.
- Operate, maintain and/or monitor and staff the Project seven (7) days per week, eight (8) hours per day. Contractor shall be responsive to alarms and emergency calls 24 hours per day, 7 days per week.

- Furnish and pay all cost incurred in normal Project operations except as otherwise included as Owner's Responsibilities.
- Within the design capacity and capability of the Wastewater Treatment Plant (the "WW Plant"), manage, operate, and maintain the WW Plant so that effluent discharged from the WW Plant meets Applicable Law.
- Within the design capacity and capability of the Project, manage, operate, and maintain the sanitary sewer collection system lift stations to maintain free flowing conditions and minimize overflows. Inspect and clean lift stations.
- Initiate outreach program to increase public awareness of the grease trap program requirements, the need for the program and the importance of maintaining the system. The program will include designing and printing flyers, providing online Q&A site and ongoing telephone support.
- Routine inspections of permitted users as needed to review manifest and trap conditions.
- Inspections conducted in response to grease interference in the collection system.

Phase 1 and 2 and any necessary O&M after the project is complete in the Spring of 2022 is budgeted as part of FY22.

Phase 3, which will commence the 10-yr O&M contract will be budgeted under FY23. That FY23 fee has been negotiated and is part of the current agenda approval. The contract is renewable every year up to ten (10) years. Beginning on FY24, annual O&M fee will be negotiated before budget each year and it will be based on previous year's actual expenditures.

EXHIBITS: O&M Contract WWTP (to be provided separately)

KEY ISSUE: Contract Agreement

COUNCIL ACTION: Approve

RECOMMENDATION: Approve

ITEM NO: _____

MEETING DATE: 06-14-2021

MEETING: BPWA