

City Council Work Session Meeting Minutes

Dawes Conference Room
113 W. Dawes Ave., Bixby, OK 74008
April 24, 2023 at 5:00 PM

This Notice and Agenda was posted on the bulletin board this day of April 21, 2023, on or before 6:00 p.m., at City Hall, 116 W. Needles Bixby Oklahoma.

Call to Order

Mayor Guthrie called the Work Session Meeting to order at 5:03 p.m.

Roll Call

Shannon Duran, City Clerk, called the roll, and the following were present:

Members Present

Mayor Guthrie
Councilor Founds
Councilor Girard
Councilor Revelis

Staff Present

Jared Cottle, City Manager
Shannon Duran, City Clerk
Phil Frazier, City Attorney
Charles Barnes, Finance Director
Bea Aamodt, Public Works Director
OC Walker, City Planner
Todd Blish, Police Chief
Mike Butler, Fire Chief
Justin Dowd, City Engineer
Bryan Toney, Public Information Officer

Agenda

1) Presentation on FY2024 Budget Overview.

Mayor Guthrie says the first item on the Agenda is the presentation on the FY2024 Budget. Charles Barnes provides the council with a Budget Overview packet (Copy of packet attached hereto and incorporated in the minutes). Charles goes over each tab in the packet and organizational chart. General Fund and Revenue Expenditures. Mayor Guthrie proposes eliminating the Electrical /Plumbing/Mechanical License fees for contractors since the contractors already have a State license. Mayor Guthrie said they should not have to come to the City to obtain a license to do business in the City of Bixby. Mayor Guthrie's concern is that to repair someone's air conditioner, a contractor would have to obtain a City license just for one job, so contractors have to charge the client more for the job to cover the cost of licensing fees. Mayor Guthrie states that the licensing revenue is around \$30,000.00 annually, which the City would lose, but it could possibly save staff time. O.C. Walker states that we have contractors obtain a

license to dovetail their State license to ensure that the contractors working in Bixby are licensed to tie the State to the Local. The council discusses how it would affect the Department's workload and could save time. Councilor Girard suggests waiving fees for local contractors that do business in the City of Bixby. Councilor Revelis states that if other cities charge the same fees, he feels it is justified to charge the contractor fees. Jared states that we are checking during the building permit stages. Staff generally spends 10-15 hours a week verifying the state licenses of contractors. The council states that there is no action at this time. Fees can be revisited for further discussion at a later time. Charles continues to cover budget discussions with the Council. The council will review the proposed budget and return to the next agenda for further discussions.

2) Presentation and discussion on National Fitness Campaign.

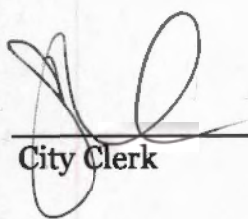
Mayor Guthrie says the next item on the Agenda is the presentation and discussion on the National Fitness Campaign. Jared Cottle plays the National Fitness Campaign presentation for the council. Jared Cottle advised the Council that the fitness park is not free and would cost around 130k just for a fitness court. Jared Cottle advises the Council that there are grants available that would assist with some of the cost. Jared Cottle states that the end cost would be around \$200,000.00. Jared Cottle states possible locations for the fitness court could be Bentley Park, the splash pad, and Washington Irving Park. The Council said they would like the park close to the trail system and suggested near Washington Irving Park. Jared Cottle stated that Claremore, Okmulgee, and Pryor have this type of park. The council suggests looking into those cities to see the use. Councilor Girard suggests looking into possible sponsorship with a local hospital. This item will be discussed on a future agenda once more information about other cities' usage is presented.

3) Presentation and discussion on Alderwood Estates Off-site sanitary sewer.

Mayor Guthrie says the next item on the Agenda is the Alderwood Estates Off-site sanitary Sewer. Jared Cottle gives the council an update on the development and states he is still waiting on information from the developer on this project. The developer is responsible for the per-acre cost of offsite sewer and is asking the City to waive the per-acre fee. The developer is willing to build the infrastructure in lieu of paying the per-acre fee. Jared Cottle feels this would be a cost advantage to the City. The council was concerned that the lines that the developer is asking the City to pay for were lines that they agreed to pay for at the beginning of the project. The development will not move forward if the line does not go in. Justin Dowd advises the council that the developer would need a large offsite sanitary sewer on the property. Jared shows the council on the map of the area. Councilor Girard inquires if this would give sewer access to other houses at Harvard south of 151st. The council is concerned that the developer is going against the deal that was made; what they said they would do to receive smaller lots and what they are doing are two different things. The council states they only supported the smaller lots because the developer was going through the expense of bringing the sewer across Harvard to their site. Jared states that it would still be in the City's favor if the City went this route vs. paying the fee. Jared states it would deplete the project entirely if the developer had to bear the full costs. Mayor Guthrie asked if the developer knew the costs before starting the project. Jared to get further information with the full cost and bring it back to the Council for further discussion.

4) Adjournment

Mayor Guthrie says the meeting is adjourned at 5:53 p.m.


City Clerk




Mayor