

City Council Meeting Minutes

City Hall Municipal Building
116 W. Needles Ave., Bixby, OK 74008
May 8, 2023 at 6:00 PM

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 5, 2023 on or before 5:00 p.m.

Call to Order

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

Roll Call

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

Members Present

Mayor Guthrie
Vice Robert Founds
Councilor Girard
Councilor Revelis (Not Present)
Councilor Hirshey (Not Present)

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

Pledge of Allegiance

Invocation

Consent Agenda

- 1) Minutes for the Work Session dated 04/24/23.
- 2) Minutes for the City Council Meeting dated 04/24/23.
- 3) Consider and/or approve 2023-2024 Oklahoma Municipal League service Fees in the amount of \$12,454.76 (City portion).

- 4) Discussion and possible action to enter into a contract with CBEW for the FY-23 audit in the amount of \$9,950 (General Fund portion).
- 5) Consider and approve the OMAG (Oklahoma Municipal Assurance Group) recommendations denial for claimant Chris Dorris, Claim 212831-1-LN.
- 6) Discuss and/or take action on a Resolution to declare certain dates designated for Celebration & Holiday Observance in the City Limits of Bixby for 2023.
- 7) Proclamation declaring the month of May as Mental Health Awareness Month.
- 8) Discuss and/or take action on adopting FY2025 Urbanized Area Surface Transportation Program (S.T.P.) Project Resolution 2023-3 and authorizing Application for FY2025 S.T.P. Program Funds for a Roundabout at 131st & Garnett
- 9) Consider and/or approve an Extension of Quantities and Change Order to the Washington Irving River Park Project for the replacement of the rubberized/mulch surfacing with synthetic turf in two areas for Bentley Park Playground, totaling \$86,633.21, funded from the Parks Capital Budget.
- 10) Consider and/or approve the installation of a 750 ft by 10 ft tall black chain link fence to finish out and match the existing 10 ft black chain link fence on the multi-purpose field. Of the three bids, Radius Fence & Gate 14716 S Grant ST Bixby, Ok 74008, was the lowest and best bid in the amount of \$34,712.78, funded from Parks Capital Budget.
- 11) Discuss and/or approve a request from the Downtown Facade Grant Program application for 108 North Armstrong Street, Bixby, Oklahoma, 74008, for \$10,000.00.
- 12) Discuss and/or approve a request from the Downtown Facade Grant Program application for 110 North Armstrong Street, Bixby, Oklahoma 74008, for \$10,000.
- 13) Discuss and/or take action on Utility Easement Dedication for off-site sanitary sewer to serve Joey and Jackie Newton.
- 14) Discuss and/or take action on Utility Easement Dedication for off-site sanitary sewer to serve Kenneth and Sharon Gibson.
- 15) Consider and/or approve purchase order to EMSA for FY24 subsidy in the amount of \$334,421.

Mayor Guthrie said Items 1-15 on the Consent Agenda are up for discussion and consideration. Others who spoke: Charles Barnes, John Wood, and O.C. Walker

Councilor Girard asked to pull items 4, 9, 11, and 12 for further discussion.

Mayor said the first item up for discussion is item 4- Councilor Girard inquires if this item went out to bid. Charles Barnes stated that this item went out for bid two years ago. Charles stated that this bid was sent out to 10 agencies and the City received 3 back. This company, CBEW, had the best and most reasonable bid at that time. Professional service bids can go out for discussion, but they are not required to, and in this case, the City is already in contract with CBEW and this is just renewing the annual contract. Councilor Girard wanted to ensure that the city was not becoming complacent with professional services already in contract.

The next item up for discussion is item 9- Girard inquires regarding some complaints from

citizens regarding the safety of the equipment and also inquires if these funds will make safety improvements to the slides and ropes and Bentley Park. John Wood states that this item will come from the Parks Capital budget for replacing the rubberized/mulch surfacing with synthetic turf and will come out of the Parks Capital Budget. Jared Cottle clarifies that the park safety equipment will be visited over the summer when we discuss bond funds.

The next items up for discussion is items 11-12. Councilor Girard inquires as to whether properties are vacant lots.

The City will be matching up to \$10,000 to assist the owner in making improvements to the property that may attract tenants to the downtown area. The owner requests to change the canopy outside the building, bringing in more natural light.

Item 8- FY2025 Urbanized Area Surface Transportation Program (S.T.P) Project Resolution 2023-3 is modified due to Scriveners Error to read 2023-4 on the Resolution. The Agenda states Resolution 2023-3, but the Resolution is 2023-4.

Mayor Guthrie asks for a motion to approve items 1-15. Councilor Girard motioned to approve, seconded by Vice Mayor Robert Founds. The vote was taken with the following results:

Carried:3-0

Ayes: Girard, Founds, Guthrie

Nays: 0

Mayor Guthrie reads the Mental Health Awareness Month Proclamation.

Mayor Guthrie calls a recess at 6:22 p.m. and calls the Bixby Public Works Agenda.

Mayor Guthrie returns to the Regular Agenda at 6:24 p.m.

Regular Agenda

1) City Manager's Report

City Manager Jared Cottle gave an update on projects:

Downtown sidewalk repairs by Oklahoma Natural Gas (ONG)- ONG funds all repairs.

City Hall parking lot repairs-Utility Department Drive-thru will be closed during parking lot repairs.

The city is currently working with Matrix on updating the zoning code regulations- community engagement component, to occur in the Fall of 2023.

Upcoming Events

5/13/23- Handlebar and Hot Carshow Downtown Bixby

5/14/23 -Highschool Graduation Parade 4-5 pm

5/14/23-Mother's Day

5/19/-5/20 BBQ and Blues Washington Irving Park

Fishing Derby at Bixhoma Lake- Fire Chief Butler updated on fishing pole donations and giveaways.

2) Motion to enter into Executive Session:

- a. Discussion on purchase and/or lease of certain real properties at 23 South Riverview, owned by Bixby Public Schools. Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.3.

Time: 6:29 p.m.

Mayor Guthrie asks for a motion to enter into an Executive Session. Vice Mayor Founds made a motion to approve, seconded by Councilor Girard. The vote was taken with the following results:

Carried:3-0

Ayes: Founds, Girard, Guthrie
Nays: 0

Time 7:02 p.m.- Council returns from Executive Session.

Mayor Guthrie says no action was taken in the Executive Session.

- 3) Motion to exit Executive Session and reconvene in open session.

Mayor Guthrie asks for a motion to exit the Executive Session. Vice Mayor Founds made a motion to approve, seconded by Councilor Girard. The vote was taken with the following results:

Carried:3-0

Ayes: Founds, Girard, Guthrie
Nays: 0

- 4) New Business

In accordance with the Open Meeting act, Title 25 O.S. § 311.A.10, new business is defined as any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.

- 5) Adjournment

An adjournment was called at 7:02 pm.



City Clerk

A blue ink signature of the Mayor, written over a horizontal line.

Mayor

Speaker Sign-In Sheet