



City of Bixby Bixby Public Works Authority Meeting Agenda

Monday, June 12, 2023

**Immediately Following the
City Council Meeting**

**City Hall Municipal Building
116 W. Needles Ave., Bixby,
OK 74008**

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

Call to Order

Chairman

Roll Call

Shannon Duran, City Clerk

Consent Agenda

Secretary's Report

Consider and Approve:

- 1) Minutes for the Bixby Public Works Authority dated 05/22/2023.
- 2) Consider and/or approve Worker's Compensation Insurance renewal for FY-24 in the amount of \$26,189.00 (BPWA portion of total bill).
- 3) Discuss and/or take action on awarding a contract to EMC to replace Junction Boxes at the North Transfer Station; Cost is \$33,900.
- 4) Discuss and/or take action on approving hourly rates from Envision Civil Contractor and McGuire Brothers to provide on-call services for waterline and fire hydrant repair.

Regular Agenda

- 1) Consider and/or approve the FY24 budget, including budget Resolution 2023-7.
Charles Barnes, Finance Director
- 2) 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.

3) Adjournment

Notice of Posting

This Notice and Agenda was posted on the bulletin board this day of June 9, 2023, on or before 6:00 p.m., at City Hall, 116 W. Needles Bixby, Oklahoma.

Respectfully Submitted

Shannon Duran
City Clerk

Note: All cell phones and pagers must be turned off or operated silently during all meetings.

21 O.S. Section 280 provides the following: A. It is unlawful for any person, alone or in concert with others and without authorization, to willfully disturb, interfere or disrupt state business, agency operations or any employee, agent, official or representative of the state. B. It is unlawful for any person who is without authority or who is causing any disturbance, interference or disruption to willfully refuse to disperse or leave any property, building or structure owned, leased or occupied by state officials, employees, agents or representatives or used in any manner to conduct state business or operations after proper notice by a peace officer, sergeant-at-arms, or other security personnel. C. Any violation of the provisions of this section shall be a misdemeanor punishable by imprisonment in the county jail for a term Oklahoma Statutes - Title 21. Crimes and Punishments Page 94 of not more than one (1) year, by a fine not exceeding One Thousand Dollars (\$1,000.00), or by both such fine and imprisonment. D. For purposes of this section, "disturb, interfere or disrupt" means any conduct that is violent, threatening, abusive, obscene, or that jeopardizes the safety of self or others.

For Special Accommodations

Persons who require a special accommodation to participate in this meeting should contact City Clerk, Shannon Duran: 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or email [City Clerk, Shannon Duran](mailto:sduran@bixbyok.gov) (sduran@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 Minutes

City Hall Municipal Building
116 W. Needles Ave., Bixby, OK 74008
May 22, 2023 at 6:00 PM

Call to Order

Mayor Guthrie called the Bixby Public Works Authority Meeting to order at 7:36 pm.

Roll Call

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

Members Present

Mayor Guthrie
Vice Mayor Founds
Councilor Hirshey
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

Consent Agenda

- 1) Minutes for the Bixby Public Works Authority Meeting dated 05/08/23.
- 2) 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 \$28,451.00. (BPWA's portion of total bill)
- 3) Consider and/or approve purchase order to Oklahoma Municipal Assurance Group for renewal of BPWA's property insurance in the amount of \$86,753.84. (BPWA's portion of total bill)

Mayor Guthrie said Item 1-3 on the Consent Agenda is up for discussion and consideration.
Others who spoke: None

Mayor Guthrie requests a motion to approve items 1-3 on the Consent Agenda. Vice Mayor Founds made a motion to approve, seconded by Councilor Revelis. The vote was taken with the following

results:

Carried:5-0

Ayes: Founds, Revelis, Girard, Hirshey, Guthrie

Nays: 0

Regular Agenda

- 1) Consider, discuss, and approve Ordinance Number 2445, Bixby Easement Closure (B.X.E.C.) Number 23.01 Murdoch. A partial easement closure of a waterline easement blanketing a property located in Section 9 Township 17 North Range 13 East in the City of Jenks.

Mayor Guthrie said Item 1 on the Regular Agenda is up for discussion and consideration.

Item presented by Justin Dowd

Others who spoke: None

Justin Dowd advises the council of the easement closure on the BPWA Agenda. This easement is in Jenks. In 1967, the Rural Water District (Okmulgee 6) received a blanket easement in the Jenks area along Harvard between 141st and 131st. In 1996, the city acquired those waterlines along with the easements that went with the waterlines. The developers of this tract are asking for a partial release of the easement as it takes up their entire property. This would take it down to the 50-foot dedicated right of way. The city will maintain the city property.

Mayor Guthrie asks for a motion to approve item 1. Councilor Hirshey made a motion to approve, seconded by Councilor Girard. The vote was taken with the following results:

Carried:5-0

Ayes: Hirshey, Girard, Revelis, Founds, Guthrie

Nays: 0

- 2) Discussion, consideration, and possible vote for approval of an Emergency Clause for Ordinance number 2445, making it effective immediately upon passage and approval.

Mayor Guthrie said Item 2 on the Regular Agenda is up for discussion and consideration

Item presented by Justin Dowd

Others who spoke: None

Mayor Guthrie asks for a motion to approve item 2. Vice Mayor Founds made a motion to approve, seconded by Councilor Hirshey. The vote was taken with the following results:

Carried:5-0

Ayes: Hirshey, Founds, Girard, Revelis, Guthrie

Nays: 0

- 3) 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.

Mayor Guthrie says there is no new business to discuss.

- 4) Adjournment

An adjournment was called at 7:39 p.m.

Mayor

City Clerk

Consent Agenda Item Commentary

Item Title

Consider and/or approve Worker's Compensation Insurance renewal for FY-24 in the amount of \$26,189.00 (BPWA portion of total bill).

Initiator

Charles Barnes

Staff Information Source

Charles Barnes

Background

Our Worker's Compensation Insurance renewal for FY23 is \$213,110. This represents a 3.3% decrease from last year.

Exhibits

1. Worker Compensation Renewal FY24

Key Issue

Payment of Worker's Compensation Insurance and renewal documents

Council Action

Approve or Deny

Recommendation

Approve

Item No: 2.**Meeting Date**

June 12, 2023

Meeting

20230612 Bixby Public Works Authority Agenda



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

WORKERS' COMPENSATION DECLARATION

Policy Number: WCV140001907

Policy Period: From 7/1/2023 To 7/1/2024

12.01 A.M. Standard Time at the Named Insured's Address

Company: CompSource Mutual Insurance Co.

Policy Number: 03423662

Named Insured and Address:

City of Bixby

P.O. Box 70

Bixby, OK 74008-0070

Agent:

OMAG

3650 S. BOULEVARD

EDMOND OK 73013

Telephone: 405-657-1400

Business Description: STANDARD PLAN

Type of Business: Municipality

This notice is to inform you that CompSource Mutual Insurance Company has accepted coverage for you for workers' compensation as a member of OMAG in accordance with the general coverage limits below. This notice is issued as a matter of information only and does not represent all the terms and conditions of coverage under this policy.

COVERAGES

WORKERS' COMPENSATION INSURANCE

Includes Part One and applies to the workers' compensation law of the State of Oklahoma.

EMPLOYERS' LIABILITY INSURANCE

Includes Part Two and applies to work in the State of Oklahoma. Limits of liability under Part Two:

- Bodily Injury by Accident: \$100,000 Each Accident
- Bodily Injury by Disease: \$100,000 Each Employee
- Bodily Injury by Disease: \$500,000 Policy Limit

PREMIUM

Net Premium: \$192,164.00

OMAG Admin. Fee: \$20,946.00

Total Premium: \$213,110.00

As a member of OMAG's Workers' Compensation Plan, you are entitled to claims processing services for losses occurring during the policy period, per the terms of the "Application and Agreement" entered into with OMAG.

Executive Director, OMAG

Date: 5/30/2023

CONSENT AGENDA ITEM COMMENTARY

ITEM TITLE: Discuss and/or take action on awarding contract to EMC to replace Junction Boxes at the North Transfer Station; Cost is \$33,900

INITIATOR: Bea Aamodt

STAFF INFORMATION SOURCE: Jacob Smith

BACKGROUND:

The existing electrical junction boxes at the transfer lift station are located in the valve vault. However, past flooding from wet well has caused corrosion. With this project, the junction boxes will be moved to a location above the wet well to diminish damage from water and gases. Copper wire will also be replaced and rerouted to minimize corrosion from gases.

Quotes were requested from Firefly Electricians, Aspen Electrical, and EMC. Only EMC submitted a quote.

EXHIBITS: Quote

KEY ISSUE: City Property mowing

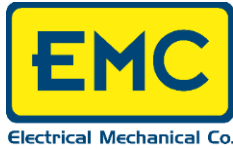
COUNCIL ACTION: Approve or deny

RECOMMENDATION: Approve.

ITEM NO: _____

MEETING DATE: 06/12/23

MEETING: BPWA



2211 East 6th Street
Tulsa, OK 74104
Phone: 918-585-3640
Fax: 918-585-3683

Quote for 2130 Bixby North Lift Station J-Box Rebuild

DATE: 5/26/2023
TO: Jacob Smith
FROM: Tony Watson
PROJECT: 2130 Bixby North Lift Station J-Box Rebuild

Complete cost for installation of new Motor J-Boxes installed above grade for 4 submersible pumps at the North Lift Station.

New Conductors: \$1300.00
Core 16 Holes in Concrete: \$3200.00
Labor: \$13200.00
Material: \$16200.00

Total Cost: \$33,900.00

Items provided by EMC:

- All labor for a complete installation.
- Conduit system to move motor termination Boxes above Grade, wireways system, wire, fittings, and supports. Terminations of power and controls conductors.

Items not provided by EMC:

- Any modification to the PLC/SCADA Network.

If you have any questions or need any further clarification, please call.

Thanks,

Tony Watson
Project Manager
918-688-6979





CONSENT AGENDA ITEM COMMENTARY

ITEM TITLE: Discuss and/or take action on approving hourly rates from Envision Civil Contractor and McGuire Brothers to provide on-call services for waterline and fire hydrant repair

INITIATOR: Bea Aamodt

STAFF INFORMATION SOURCE: Bea Aamodt

BACKGROUND:

Contractors were asked to submit hourly rates for manpower and equipment to help with waterline and fire hydrant repairs. Five construction companies submitted quotes. Envision provided the lowest hourly rates.

Quotes also submitted by McGuire Brothers, Diversified, Cherokee Pride, and Tri-Star.

When Envision is mobilized to perform work, the final bill will be presented to Council for ratification.

McGuire Brothers will serve as backup contractor if Envision is unavailable to perform any emergency work.

EXHIBITS: Quotes

KEY ISSUE: Maintain City Infrastructure

COUNCIL ACTION: Approve or deny

RECOMMENDATION: Approve.

ITEM NO: _____

MEETING DATE: 06/12/23

MEETING: BPWA

Quote Form

Project: Bixby Emergency Waterline repairs - Hourly Labor and Equipment Rates
 Location: 116 West Needles
 Bixby, Ok

Issue Date: 2-May-23

Quote Instructions: Sealed Quote to be submitted to the Bixby City Clerk's Office by 2:00 pm ~~May~~ **May 9th**, 2023, at 116 W. Needles Ave Bixby, Oklahoma 74008. All bids must be sealed and delivered in person. Project reference shall be indicated on the sealed envelope.

Contract Time: Rates will be in effect for six months after the quotes are accepted.

Project Scope: To furnish all labor, supervision, tools, equipment, and transportation costs associated with each piece of equipment to complete all work at the hourly rates stated below. These rates shall cover all expenses incurred in satisfactorily performing the work required to make emergency waterline repairs.

Quote Details: Number of laboreres needed will be determined based on the scope of the project.

Under most circumstances, Contractor serves as a relief and/or a supplement for City crews. Contractor will be assigned the work upon arrival.

The hourly rate for each piece of equipment shall include the cost of mobilization, and all associated operating cost.

Contractor to provide City with proof of Liability Insurance that will remain in effect during the duration of the co

Contractor to verify with City as to the kind of equipment necessary during the actual event.

Contractor should provide a quote for all the equipment listed.

The City will supply materials for most projects. Contractor shall submit invoice for any materials that they are required to supply. Materials acquisition must be approved by City prior to purchase.

Equipment List: Contractor warrants that he owns or has the use of the following equipment, and experienced, competent operators of such that will be used during the course of this contract should bid be awarded to you:

<u>Type</u>	<u>Rate</u>
1. Minor Tools: (Pumps, generator, compaction equip, saws, hand tools, all inclusive of misc tools)	\$ <u>51.75</u> /hr
2. Light Plant/portable lighting:	\$ <u>20</u> /hr
3. <u>Shoring for excavated areas:</u>	\$ <u>30</u> /hr
4. Skid Loader 70HP-100HP: (year/make/model) _____	\$ <u>38</u> /hr
5. Backhoe 40HP-70HP: (year/make/model) _____	\$ <u>42</u> /hr
6. Mini Excavator 30HP - 60HP: (year/make/model) _____	\$ <u>44</u> /hr
7. Mid-size Excavator 60HP - 140HP: (year/make/model) _____	\$ <u>58</u> /hr
8. Equipment needed for the hauling and disposal of spoils:	\$ <u>105</u> /hr

Labor

Contractor shall provide manpower at the hourly rate listed during normal working hours. Any Overtime shall be charged at 1.5 times the hourly rate. Superintendent rates are provided, but a Superintendent might not be necessary for smaller projects. Number of laborers needed will be decided before beginning the project.

Type	Rate
1. Laborer _____	\$ <u>35</u> /hr
2. Foreman _____	\$ <u>42</u> /hr
3. Superintenedent _____	\$ <u>42</u> /hr

Submitted by:

Robert J Jones
Name
Robert J Jones

Envision Civil Contractors 5/9/2023
Company Date

City of Bixby:

Jared Conley
Approved by

5/9/2023
Date

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1. <u>Minor Tools: (Pumps, generator, compaction equip, saws, hand tools, all inclusive of misc tools)</u>	\$ <u>12.00</u> /hr
2. <u>Light Plant/portable lighting:</u>	\$ <u>30.00</u> /hr
3. <u>Shoring for excavated areas:</u>	\$ <u>15.00</u> /hr
4. <u>Skid Loader 70HP-100HP: (year/make/model) '20 John Deere 333 G</u>	\$ <u>150.00</u> /hr
5. <u>Backhoe 40HP-70HP: (year/make/model) '01 Case 570</u>	\$ <u>125.00</u> /hr
6. <u>Mini Excavator 30HP - 60HP: (year/make/model) '20 John Deere 60 G</u>	\$ <u>220.00</u> /hr
7. <u>Mid-size Excavator 60HP - 140HP: (year/make/model) '19 Komatsu 238</u>	\$ <u>280.00</u> /hr
8. <u>Equipment needed for the hauling and disposal of spoils: 14 ton Dumptruck</u>	\$ <u>150.00</u> /hr

Labor

Contractor shall provide manpower at the hourly rate listed during normal working hours. Any Overtime shall be charged at 1.5 times the hourly rate. Superintendent rates are provided, but a Superintendent might not be necessary for smaller projects. Number of laborers needed will be decided before beginning the project.

Type	Rate
1. Laborer _____	\$ <u>30.00</u> /hr
2. Foreman _____	\$ <u>40.00</u> /hr
3. Superintenedent _____	\$ <u>50.00</u> /hr

Submitted by:

Rodney Mulla
Name

McGuire Brothers Construction, Inc.
Company

5-9-23
Date

City of Bixby:

David Cottrell
Approved by

5/9/2023
Date

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Contractor should provide a quote for all the equipment listed.

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<u>Type</u>	<u>Rate</u>
1. Minor Tools: (Pumps, generator, compaction equip, saws, hand tools, all inclusive of misc tools)	\$ <u>105</u> /hr
2. Light Plant/portable lighting:	\$ <u>140</u> /hr
3. Shoring for excavated areas:	\$ <u>175</u> /hr
4. Skid Loader 70HP-100HP: (year/make/model) <u>2022 Kubota SVL-75-2</u>	\$ <u>175</u> /hr
5. Backhoe 40HP-70HP: (year/make/model) <u>John Deer 310</u>	\$ <u>245</u> /hr
6. Mini Excavator 30HP - 60HP: (year/make/model) <u>2022 Kubota U55-4</u>	\$ <u>210</u> /hr
7. Mid-size Excavator 60HP - 140HP: (year/make/model) <u>2022 Cat 315 Excavator</u>	\$ <u>315</u> /hr
8. Equipment needed for the hauling and disposal of spoils:	\$ <u>175</u> /hr

Labor

Contractor shall provide manpower at the hourly rate listed during normal working hours. Any Overtime shall be charged at 1.5 times the hourly rate. Superintendent rates are provided, but a Superintendent might not be necessary for smaller projects. Number of laborers needed will be decided before beginning the project.

Type	Rate
1. Laborer _____	\$ <u>35</u> /hr
2. Foreman _____	\$ <u>63</u> /hr
3. Superintendent _____	\$ <u>70</u> /hr

Submitted by:

Nail A. J. S.
Name

Diversified Civil Contractors
Company

5/9/2023
Date

City of Bixby:

Approved by

Date

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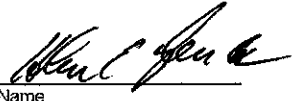
<u>Type</u>	<u>Rate</u>
1. Minor Tools: (Pumps, generator, compaction equip, saws, hand tools, all inclusive of misc tools)	\$ <u>175</u> /hr
2. Light Plant/portable lighting:	\$ <u>150</u> /hr
3. Shoring for excavated areas:	\$ <u>200</u> /hr
4. Skid Loader 70HP-100HP: (year/make/model) <u>JD 3336 2018</u>	\$ <u>185</u> /hr
5. Backhoe 40HP-70HP: (year/make/model) <u>Cat 200 2010</u>	\$ <u>185</u> /hr
6. Mini Excavator 30HP - 60HP: (year/make/model) <u>308 cat 2012</u>	\$ <u>250</u> /hr
7. Mid-size Excavator 60HP - 140HP: (year/make/model) <u>178 PL 160hrtcm 2018</u>	\$ <u>500</u> /hr
8. Equipment needed for the hauling and disposal of spoils:	\$ <u>250</u> /hr

Labor

Contractor shall provide manpower at the hourly rate listed during normal working hours. Any Overtime shall be charged at 1.5 times the hourly rate. Superintendent rates are provided, but a Superintendent might not be necessary for smaller projects. Number of laborers needed will be decided before beginning the project.

Type	Rate
1. Laborer _____	\$ <u>50</u> /hr
2. Foreman _____	\$ <u>90</u> /hr
3. Superintenedent _____	\$ <u>120</u> /hr

Submitted by:

<u></u>	<u>Cherokee Pride Const</u>	<u>5/9/22</u>
Name	Company	Date

City of Bixby:

_____ Approved by	_____ Date
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1. Minor Tools: (Pumps, generator, compaction equip, saws, hand tools, all inclusive of misc tools)	\$ <u>30.00</u> /hr
2. Light Plant/portable lighting:	\$ <u>121.51</u> /hr
3. Shoring for excavated areas:	\$ <u>1,000.29</u> /hr
4. Skid Loader 70HP-100HP: (year/make/model) <u>Bobcat T595</u>	\$ <u>562.92</u> /hr
5. Backhoe 40HP-70HP: (year/make/model) <u>Case 570 Backhoe</u>	\$ <u>816.11</u> /hr
6. Mini Excavator 30HP - 60HP: (year/make/model) <u>Bobcat E55</u>	\$ <u>626.28</u> /hr
7. Mid-size Excavator 60HP - 140HP: (year/make/model) <u>Kamatsu PC-138</u>	\$ <u>838.74</u> /hr
8. Equipment needed for the hauling and disposal of spoils:	\$ <u>224.14</u> /hr

Regular Agenda Item Commentary

Item Title

Consider and/or approve the FY24 budget, including budget Resolution 2023-7.

Initiator

Charles Barnes

Staff Information 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

1. Resolution Number 2023-7 Approving BPWA 2024-2025 Biennial Budget
2. FY24 Budget Message and Budget

Key Issue

Approval of FY24 Budget prior to beginning of fiscal year.

Council Action

Approve or Deny

Recommendation

Approve

Item No: 1.**Meeting Date**

June 12, 2023

Meeting

20230612 Bixby Public Works Authority Agenda

BIXBY PUBLIC WORKS AUTHORITY

RESOLUTION 2023-7

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BIXBY PUBLIC WORKS AUTHORITY, ADOPTING A FISCAL YEAR 2024-2025 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 2024-2025 Biennial Budget, providing for the balancing of revenues and expenditures related to same as provided in the 2024-2025 biennial budget documents accompanying this resolution.

ADOPTED and APPROVED by the Board of Trustees of the Bixby Public Works Authority on June 12, 2023.

Brian Guthrie, Chairman
Board of Trustees
Bixby Public Works Authority

ATTEST:

BPWA Secretary

APPROVED:

BPWA Attorney

BUDGET MESSAGE
FISCAL YEAR 2024
June 12, 2023

The budget for the City of Bixby and the Bixby Public Works Authority is hereby submitted. This budget document is divided into 4 distinct parts.

GENERAL FUND

The General Fund is the main operating fund for the City of Bixby. Police, Fire, Streets, Cemetery, Legal and Administration are all accounted for in this fund. The revenue estimate of \$13,477,832 for this year represents an increase of 13.2% over last year's budget. Sales tax receipts are expected to increase by 12.39%. Other fee estimates have been added or modified in FY24. Expense estimates are \$13,802,911, an increase of 12.63% over last year. We are continuing to add personnel to start the City's own ambulance service soon.

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for revenue dedicated for a special purpose. The Sales Tax Personnel Fund is included here, due to the repurposing of the Tulsa County Vision Tax to City use by the voters in November 2015. The Sales Tax Personnel Fund has a proposed expenditure budget of \$1,623,705. The Capital Improvement Fund is the main fund used to fund capital expenditures and projects of a general nature, with a proposed budget of \$13,830,906. The Street & Alley Fund, with a budget of \$3,623,000, is used for costs related to repair and lighting of streets and alleys and the Citywide Infrastructure Rehabilitation Program (CIRP). There is \$15,680,000 budgeted for water and sewer repairs in the Water & Sewer Fund. And \$7,662,079 is proposed for completing and operating the new waste water treatment plant in the WWTP Fund. \$5,120,800 is budgeted for stormwater projects in the Stormwater Management Fund. The Disaster Recovery Reserve Fund was established to help enable our community to recover from a future large-scale natural or man-made disaster.

CAPITAL PROJECT FUNDS

Capital Project Funds receive their revenue from Bond issues. Voters approved \$18,560,000 in August 2016 for General Obligation Bonds, which are to be used to fund more park improvements, street widening and public safety improvements. These bonds were sold over a five year period. The first issue (2016 Bond Fund) has a current year budget of \$47,500. The second issue (2018A Bond Fund) has a current year budget of \$21,000. The third issue (2018B Bond Fund) has a current year budget of \$1,625,000. The fourth issue (2019 Bond Fund) has a current year budget of \$80,000. And, the final issue (2020 Bond Fund) has a current year budget of \$4,455,000. Voters approved \$25,500,000 in April 2021 to be sold in series over five years. The first issue (2021 Bond Fund) has a current year budget of \$5,300,000. The second issue (2022B Bond Fund) has a current year budget of \$5,400,000. In February 2022, voters approved the issue of \$43,000,000 (2022A Bond Fund) for a Performing Arts Center.

BIXBY PUBLIC WORKS AUTHORITY

The Public Works Authority accounts for the business-like activities of the water and sewer departments of the City of Bixby. Revenue estimates for this year are \$13,393,250 which is 7.88% more than last year. The increase in revenue estimates are due to system / population growth in the City. Expense estimates are \$19,622,870 which is a 48.7% increase over last year. The expenditure increase is due to construction of a new maintenance facility. There are no plans to increase Water rates in October 2023, unless there is a price increase from our water supplier, the City of Tulsa. Sewer rates will remain unchanged. Stormwater management fees for commercial property will remain unchanged.

**PUBLIC HEARING
CITY OF BIXBY**

The City Council of the City of Bixby will hold a public hearing in conjunction with the regularly scheduled Council meeting, beginning at 6:00 p.m. on Monday, May 22, 2023 in the Bixby Municipal Building. The purpose of the hearing is to receive written or oral comments and for holding open discussions including answering questions on the City's budget for Fiscal Year 2023/2024. The following is a summary of the proposed budget. The proposed budget will be available for public inspection in City Hall during normal working hours.

**CITY OF BIXBY FUND SUMMARY
2023-2024 PROPOSED BUDGET**

ESTIMATED REVENUES

Fund	Taxes	Charges for Services	Fines and Forfeitures	Licenses and Permits	Miscellaneous	Interfund Transfers In	Total Estimated Revenues
General Fund	\$ 11,474,469	460,000	338,681	688,612	516,070	1,858,462	\$ 15,336,294
Sales Tax Personnel Fund	1,234,309	-	-	-	5,000	-	1,239,309
Street and Alley Fund	235,000	-	-	-	309,500	885,000	1,429,500
Capital Improvement Fund	5,328,032	-	-	-	228,800	1,060,583	6,617,415
Fishing License Fund	-	-	-	5,000	350	-	5,350
Downtown River Corridor Fund	1,706,170	-	-	-	8,500	-	1,714,670
Sewer System Improvement Fund	3,702,926	-	-	-	10,000	982,621	4,695,547
Disaster Recovery Reserve Fund	-	-	-	-	15,000	-	15,000
Park Fund	1,974,894	62,000	-	-	20,000	-	2,056,894
Stormwater Management Fund	-	-	-	761,275	226,000	625,000	1,612,275
Water and Sewer Development Fund	-	-	-	120,000	100,000	-	220,000
E-911 Fund	-	-	-	194,500	500	-	195,000
WWTP Fund	-	-	-	-	60,000	3,450,000	3,510,000
Fry Creek Maintenance	-	-	-	-	4,000	200,000	204,000
Economic Development Fund	175,000	-	-	-	3,000	-	178,000
Debt Service	6,500,000	-	-	-	42,000	-	6,542,000
Rural Fire	-	-	-	22,500	-	7,000	29,500
Cemetery Care Fund	-	30,000	-	-	3,000	-	33,000
Cemetery Beautification Fund	-	-	-	-	650	-	650
Cemetery Maintenance Fund	-	20,000	-	-	200	50,000	70,200
Police Asset Forfeiture - Federal	-	-	-	-	50,000	-	50,000
Police Asset Forfeiture - State	-	-	-	-	45,000	-	45,000
Alive at 25 Fund	-	5,580	-	-	-	-	5,580
Disaster Recovery Reserve Fund	-	-	-	-	15,000	1,000,000	1,015,000
General Obligation Bond Funds	-	-	-	-	3,615,000	1,000,000	4,615,000
Bixby Public Works Authority	-	13,319,250	-	-	74,000	8,797,327	22,190,577
Use of Fund Balance	-	-	-	-	107,651,555	-	107,651,555
\$	32,330,800	\$ 13,896,830	\$ 338,681	\$ 1,791,887	\$ 113,003,125	\$ 19,915,993	\$ 181,277,316

ESTIMATED EXPENDITURES

Fund or Department	Personal Services	Materials and Supplies	Services and Charges	Capital Outlay	Debt Service	Interfund Transfers Out	Total Estimated Expenditures
General Fund						2,358,462	\$ 2,358,462
Administration	\$ 600,867	180	12,990	-	-	-	614,037
Legal Department	132,875	9,000	10,297	-	-	-	152,172
Municipal Court	110,920	1,000	19,900	-	-	-	131,820
Community Service	4,000	2,750	2,815	-	-	-	9,565
General Government	179,700	34,550	982,981	-	-	-	1,197,231
Development Services	681,789	14,040	28,700	-	-	-	724,529
Police Department	4,548,942	417,385	403,817	-	-	-	5,370,144
Fire Department	3,967,248	303,250	280,781	-	-	-	4,551,279
Street Department	590,662	160,500	160,752	-	-	-	911,914
Cemetery Department	97,745	-	-	-	-	-	97,745
Emergency Services	4,100	7,000	31,405	-	-	-	42,505
Sales Tax Personnel Fund - Police Dept.	614,417	-	-	-	-	-	614,417
Sales Tax Personnel Fund - Fire Dept.	833,622	-	-	-	-	-	833,622
Sales Tax Personnel Fund - Street Dept.	175,666	-	-	-	-	-	175,666
Street and Alley Fund		17,500	3,673,000	-	-	-	3,690,500
Capital Improvement Fund	-	-	-	13,830,906	-	3,782,583	17,613,489
Fishing License Fund	-	-	55,000	7,170	-	-	62,170
Downtown River Corridor Fund	-	-	5,610,000	-	899,275	-	6,509,275
Sewer System Improvement Fund	-	-	-	-	-	3,173,282	3,173,282
Park Fund	724,585	291,153	242,445	-	-	385,000	1,643,183
Stormwater Management Fund	-	5,110,800	10,000	-	-	200,000	5,320,800
Water and Sewer Development Fund	-	15,680,000	-	-	-	-	15,680,000
E-911	-	-	160,236	40,000	-	60,000	260,236
WWTP Fund	-	-	-	4,000,000	3,662,079	4,000,000	11,662,079
Fry Creek Maintenance	-	1,000,000	100,000	-	-	-	1,100,000
Economic Development Fund	167,081	86,305	434,854	-	-	-	688,240
Debt Service	-	-	-	-	7,690,040	-	7,690,040
Rural Fire	-	10,000	-	-	-	-	10,000
Cemetery Care Fund	-	154,000	-	-	-	-	154,000
Cemetery Beautification Fund	-	650	-	-	-	-	650
Cemetery Maintenance Fund	-	30,100	69,150	-	-	-	99,250
Police Asset Forfeiture - Federal	-	50,000	-	-	-	-	50,000
Police Asset Forfeiture - State	-	45,000	-	-	-	-	45,000
Alive at 25 Fund	-	15,000	-	-	-	-	15,000
Disaster Recovery Reserve Fund	-	-	-	2,000,000	-	-	2,000,000
General Obligation Bond Funds	-	-	-	60,204,634	-	-	60,204,634
Bixby Public Works Authority	3,187,997	354,200	5,715,673	10,365,000	240,844	5,956,666	25,820,380
\$	16,622,216	\$ 23,794,363	\$ 18,004,796	\$ 90,447,710	\$ 12,492,238	\$ 19,915,993	\$ 181,277,316

Regular Agenda Item Commentary

Item Title

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.

Initiator**Staff Information Source****Background****Exhibits****Key Issue****Council Action****Recommendation****Item No: 2.****Meeting Date**

June 12, 2023

Meeting

20230612 Bixby Public Works Authority Agenda