



City of Bixby City Council Meeting Agenda

**Mayor Brian Guthrie
Vice Mayor Robert Founds
Council Member Brad Girard
Council Member Andrew Revelis
Council Member Ken Hirshey**

Monday, June 12, 2023

6:00 PM

**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

Mayor Guthrie

Roll Call

Shannon Duran, City Clerk

Pledge of Allegiance

Invocation

Consent Agenda

City Clerk's Report

Consider and Approve:

- 1) Minutes for the Work Session dated 05/22/2023.
- 2) Minutes for the City Council Meeting dated 05/22/2023.
- 3) A Resolution 2023-5 authorizing the City Treasurer to enter into a banking agreement with BancFirst of Bixby, Oklahoma.
- 4) Consider and/or approve re-adoption of the City of Bixby City Council Handbook originally adopted March 30, 2015.
- 5) Consider and Take action on a Resolution accepting beneficial interest in the Bixby Industrial Authority for and on behalf of the City of Bixby, Oklahoma. Resolution 2023-9.

- 6) Consider and take action on a Resolution approving the incurring of indebtedness by the Bixby Industrial Authority (The "Authority") issuing its lease revenue note, series 2023 (Bixby Public Schools Project) (The "Note"); authorizing the issuance of said note, waiving competitive bidding with respect to the Sale of said note and approving the proceedings of the Authority pertaining to the sale of said note, and containing other provisions relating thereto. Resolution 2023-10.
- 7) Consider and/or approve purchase to Air Assurance in the amount of \$11,089.00 to replace the failing 10 yr-old AC unit at the Radio Tower.
- 8) Discuss and/or approve the continuance of the existing contract with Alliance Maintenance, which provides janitorial services for City Hall at a cost of \$1,760.00 monthly. There are no changes to the contract or pricing.
- 9) Consider and/or approve Worker's Compensation Insurance renewal for FY-24 in the amount of \$186,921.00 (City portion of total bill).
- 10) Consider and Take action on a Resolution providing for the annual renewal, ratification, and reaffirmation, in Fiscal Year 2023-2024, of a certain Security Agreement between the City of Bixby and the Bixby Public Works Authority, dated November 30, 2017. Resolution No. 2023-8

Charles Barnes, Finance Director

- 11) Ratify FY2024 Professional Services Agreement with Municipal Finance Services, Inc.
- 12) Discussion and/or approve a request from the Downtown Facade Grant Program Application for 9 East Dawes Avenue, Bixby, Oklahoma 74008, in the amount of \$10,000.
- 13) Discuss and/or approve a request from the Downtown Facade Grant Program Application for 11 East Dawes Avenue, Bixby, Oklahoma 74008, in the amount of \$10,000.
- 14) Discuss and/or take action on awarding the South Bixby Drainage Facilities Mowing Contract to SourceOne for \$49,896.
- 15) Discuss and/or take action on authorizing Staff to received bids for asbestos abatement at 111 Cabaniss associated with the new Municipal Building construction.
- 16) Discuss and/or take action on authorizing Staff to received bids for Downtown sanitary sewer line replacements associated with the new Municipal Building construction.

Regular Agenda

- 1) Consider and/or approve the FY24 budget, including budget Resolution 2023-6.

Charles Barnes, Finance Director

- 2) Discuss and/or approve an Agreement with Kimley-Horn and Associates, Inc. for the design of an Emergency Traffic Signal at State Highway 67 and South Kingston Avenue; the fee is \$44,900.

Justin Dowd, Assistant City Engineer

- 3) Motion to enter into Executive Session:

- a. *Discussion with the City Attorney of possible litigation regarding door-to-door solicitation and complaints, and to discuss the applicable City Ordinances to be Considered: Title 3-Chapter 4) as to each subject matter: Complaints by Moxie Co & Vivint Co re: door-to-door solicitation- Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.3.*
- b. *Discussion with City Attorney regarding resolution of Disturbance Dispute-neighborhood nuisance complaints, against Transformation Church, Litigation discussion. Ordinances to be considered: Title 4-Chapter 3-4-3-3 Noise defined as 4-3-24 (12) Noise. Title 4-Chapter 4- Noise. Potential Litigation for Abatement. Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.3.*
- c. *Discussion on purchase of certain real properties at 12104 S. 85th E. Ave., owned by Daylon Larochelle; Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.3.*

Brian Guthrie, Mayor

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

Brian Guthrie, Mayor

- 5) City Manager's Report

- 6) 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.

- 7) 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 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.