

City Council Meeting Agenda

AMENDED

Municipal Building
116 W. Needles Ave., Bixby, OK 74008
October 11th, 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 Work Session meeting dated 09/27/21.
- b) Minutes for the City Council meeting dated 09/27/21.
- c) Public notice schedule for the Bixby Work Session meetings for calendar year 2022.
- d) Public notice schedule of the Bixby City Council meeting for calendar year 2022.

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) Public notice schedule of the Bixby Industrial Authority meetings for calendar year 2022.
- f) Consider and/or approve purchase to EXACOM, Inc. (sole source) in the amount of \$16,191.20, to upgrade the department's existing recording system.

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 take action on amending ordinance No. 2364, to add a definition for sport utility vehicles and their use on public streets.

Phil Frazier

2. Discussion and possible action to declare an emergency regarding Ordinance Number 2364 making it effective immediately upon passage and approval.

Phil Frazier

3. Discussion and possible action for JR Donelson, Garage Condos, Site Plan Application (BXSP-21.06), General location: South of the SW/c of E. 126th Street S. and S. Memorial Drive, Bixby, Oklahoma

Carolyn Back

4. Discuss and/or take action on the lowest & best bid for the lighting installation of the Bixby Charley Young Event Park for 2021 Winter Holiday Season.

Bryan Toney

5. Discuss and/or take action on the lowest & best bid for the lighting decoration of the Bixby City Hall Winter Holiday for 2021 Season.

Bryan Toney

6. Discuss and/or take action on the lowest & best bid for purchase of Bixby Downtown Christmas Tree for 2021 Winter Holiday Season.

Bryan Toney

7. Discuss and/or take action on the lowest & best bid for the Bixby Downtown Street Scape Decoration for 2021 Winter Holiday Season.

Bryan Toney

8. Discuss and/or take action on the lowest & best bid for the lighting decoration of the Bixby Public Works Dawes Building Winter Holiday for 2021 Season.

Bryan Toney

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9. Discuss and/or take action on authorizing Staff to receive bids and award the lowest & best bid for a Downtown skating rink in an amount not-to-exceed \$200,000 for the 2021 Season.

Bryan Toney

10. Motion to enter into Executive Session:

- a) *Discussion on employment of new Police Chief. Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.1.*
- b) *Discussion on negotiations and/or purchase for certain real property at 7 E. Dawes along with 109, 116, and 118 N. Armstrong, owned by Bixby Public Schools: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.3.*

Mayor Guthrie

11. Motion to exit Executive Session and reconvene in open session.

Mayor Guthrie

12. Consider and take any necessary action resulting from discussion on employment of a new Police Chief.

Mayor Guthrie

13. Consider and/or take action, if necessary, on the purchase of real estate at 7 E Dawes along with 109, 116, and 118 N. Armstrong, owned by Bixby Public Schools.

Mayor Guthrie

14. City Manager's Report

Jared Cottle

15. New Business

Mayor or Vice-Mayor

16. Adjournment

Mayor or Vice-Mayor

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Notice of Posting

This Notice and Agenda was posted on the bulletin board this day of October 8th 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
October 11th, 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 09/27/21.
- b. Public notice schedule of the Bixby Public Works Authority meetings for calendar year 2022.

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. New Business

Chairman

2. Adjournment

Chairman

Notice of Posting

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Respectfully Submitted

Yvonne Adams

Secretary

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Notice and Agenda Work Session Meeting of The Bixby City Council

Dawes Conference Room
113 West Dawes, Bixby, Oklahoma 74008
October 11th, 2021, at 5:00 P.M.

Call to Order

Mayor Guthrie

Roll Call

City Clerk Yvonne Adams

Agenda

1. Presentation of responses to the re-issued Midland Addition Request for Proposal.

Jared Cottle

Notice of Posting

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Respectfully submitted,

Yvonne Adams, City Clerk

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City Council Meeting Agenda

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Mayor Guthrie

11. Motion to exit Executive Session and reconvene in open session.

Mayor Guthrie

12. Consider and take any necessary action resulting from discussion on employment of a new Police Chief.

Mayor Guthrie

13. Consider and/or take action, if necessary, on the purchase of real estate at 125 W. Needles, owned by Pioneer Investments, LLC.

Mayor Guthrie

14. City Manager's Report

Jared Cottle

15. New Business

Mayor or Vice-Mayor

16. Adjournment

Mayor or Vice-Mayor

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Respectfully Submitted

Yvonne Adams
City Clerk

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Bixby Public Works Authority Meeting

**Board of Trustees
Municipal Building
116 W. Needles Ave., Bixby, OK 74008
October 11th, 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:

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Regular Agenda

1. New Business

Chairman

2. Adjournment

Chairman

Notice of Posting

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Respectfully Submitted

Yvonne Adams

Secretary

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City of Bixby City Council Work Session Meeting Minutes

**Dawes Conference Room
113 W Dawes, Bixby, OK 74008
September 27, 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 September 10th 2021 on or before 5:00 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 except Councilor Founds.

Members Present

Guthrie
Blair
Girard
Crawford

Staff Present

Jared Cottle, City Manager
Phil Frazier, City Attorney
Charles Barnes, Finance Dir.
Carolyn Back, Dev. Serv. Dir.
Bryan Toney, Information Officer
John Wood, Parks Director
Bea Aamodt, PW Director
Yvonne Adams, City Clerk

Mayor Guthrie said item #1 on the Work Session agenda is:
Discuss City Code regulations related to food trucks.

Presented by: Jared Cottle

This item was brought before council to discuss regulation related to food trucks. City Manager Jared Cottle gave council some background information on the issue, and gave some input on changing vendor standards and restrictions in the current ordinance.

Discussion continued.
No action taken.

Mayor Guthrie said item #2 on the Work Session agenda is:
Discuss City Code regulations related to alcohol in City Parks.

Presented by: Jared Cottle

This item was brought before council for discussion regarding regulations related to alcohol in City Parks. City Manager Jared Cottle gave council background on the existing code for park rules and regulations.

Discussion continued.

No action taken

Adjournment was called at 5:49 p.m.

Mayor

Attest

City Clerk

City of Bixby City Council Meeting Minutes

**City Hall Municipal Building
116 W Needles, Bixby, OK 74008
September 27, 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 September 24th on or before 6:00 p.m.

Mayor Guthrie called the meeting to order at 6:00 pm.

City Clerk Yvonne Adams called the roll and all members were present, except Councilor Founds.

Members Present

Guthrie
Blair
Girard
Crawford

Staff Present

Jared Cottle, City Manager
Phil Frazier, City Attorney
Charles Barnes, Finance Dir.
Carolyn Back, Dev. Services Dir.
Bea Aamodt, Public Works Dir.
Andy Choate, Police Chief
Justin Dowd, Asst. Engineer
Yvonne Adams, City Clerk

Pledge of Allegiance

Invocation was given by Phil Frazier

Councilor Girard said Item #1 on the Consent Agenda is:

City Clerks Report

Consider and approve:

- a) Minutes for the Work Session meeting dated 09/13/21.
- b) Minutes of the City Council Regular meeting minutes dated 09/13/21.
- c) Consider and/or approve purchase order to Tulsa County Assessor for visual inspection costs in the amount of \$13,656.58 for FY22.

- d) Proclaiming a Proclamation for Constitution Week for the week of September 17-23, 2021.
- e) Discuss and/or approve Budget Revision for the Police Department in the Capital Improvement Fund for \$250,000.00 for the purchase of body cameras and cloud data storage.
- f) Consider and/or take action on approval of adjustments to existing fees charged by the City of Bixby, by its agencies, boards and departments.
- g) Acknowledge receipt of Permit No. SL000072210619, Facility No S-20407, Jake's Fireworks Sanitary Sewer Extension.
- h) Discuss and/or take action on a Contract with Tulsa County for FY20 CDBG Funding.
- i) Approve purchase to Pro-Vision in the amount of \$54,180.00 for SecuraMax ICloud Video Management.
- j) Discuss and/or take action on approval of Economic Development Agreement with Copper Key Coffeehouse, LLC.
- k) Request to approve signing a Memorandum of Understanding (MOU) between International Association of Fire Fighters (IAFF) Local 2651 and Bixby Fire Department.
- l) Request to approve an ordinance establishing and implementing a program to charge mitigation rates for the deployment of emergency and non-emergency services by the Bixby Fire Department for services provided/rendered by/for the City of Bixby.
- m) Request to approve signing a Memorandum of Understanding (MOU) for Emergency Medical Services Chief between International Association of Fire Fighters (IAFF) Local 2651 and Bixby Fire Department.

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.

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

Carried 4-0

Yes: Blair, Girard, Crawford, Guthrie.

No: None.

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

Discussion and possible action for AAB Engineering, LLC, Parke 126, Final Plat (BXPT-21.12), General location: NW/c of E. 126th Street S. and S. Memorial Drive, Bixby, Oklahoma

Presented by: Carolyn Back

This item was brought to council for consideration of the Final Plat located at 126th Street S. and S. Memorial Drive.

Mayor Guthrie asked for a motion on item #1. 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, Girard, Guthrie.

No: None.

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

Discuss and/or take action on awarding contract to Kimery Painting for the Mingo Water Storage Tank Rehabilitation; Kimery Painting submitted the lowest and best bid of \$58,398.00.

Presented by: Bea Aamodt

Others that spoke: Dana Rubitsky 9815 E. 114th St S Bixby, OK.

This item was brought to council for awarding contract of Kimery Painting for the Mingo Water Storage Tank. Dana Rugitsky gave council some concerns about the property regarding the item.

Discussion continued

Mayor Guthrie asked for a motion on item #2. Councilor Girard made motion to approve, seconded by Councilor Crawford. The vote was taken with the following results:

Carried 4-0

Yes: Girard, Crawford, Blair, Guthrie.

No: None.

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

Discuss and/or take action on contract with Beck Design for architectural services for the remodeling of the City building at 111 Cabaniss.

Presented by: Jared Cottle

This item was brought before council to take action on contract with Beck Design for architectural services for the remodeling of the City building at 111 Cabaniss.

Mayor Guthrie asked for a motion on item #3. Councilor Girard made motion approve, seconded by Vice Mayor Blair. The vote was taken with the following results:

Carried 4-0

Yes: Girard, Blair, Crawford, Guthrie.

No: None

Mayor Guthrie asked to recess the Regular Meeting and open up the BPWA Meeting at 6:30 p.m.

Mayor Guthrie asked to reconvene the Regular Meeting at 6:31 p.m.

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

1. Motion to enter into Executive Session:

Mayor Guthrie

- a) *Discussion on employment of new Police Chief. Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.1.*

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

Carried 4-0

Yes: Crawford, Girard, Blair, Guthrie.

No: None

Reconvened the Regular Meeting at 12:02 a.m.

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

Motion to exit Executive Session and reconvene in open session.

Presented by: Mayor Guthrie

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

Carried 4-0

Yes: Blair, Crawford, Girard, Guthrie.

No: None

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

City Manager's Report.

- Police Chief Andy Choate stated that the Attorney General Oklahoma Grant Program awarded the Bixby Police Department \$25,970 in a grant for the purchase of technology to support violent crime intervention and enforcements.
- Bixby High School Homecoming Parade September 30 starting at 5:00-5:30 p.m.
- Bixby Downtown River District "Game Days" starting at 5:00 p.m. to 7:00 p. on game days.
- Bixby Tournament of the Bands Saturday October 2nd starting at 8:00 a.m. to Midnight.
- Hallow (themed) Party Friday, October 24th at 4:00 p.m. to 11:00 p.m. First Assembly of God.
- Fall Festival Friday, October 24th 5:00 p.m. to 7:00 p.m. at Crossroads Fellowship Church.

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

New Business

There being none.

Adjournment was called at 12:02 a.m.

Mayor

Attest

City Clerk

CONSENT AGENDA

ITEM TITLE: Approve Public Notice schedule of the Work Session meetings for calendar year 2022.

INITIATOR: Yvonne Adams

STAFF INFO: Yvonne Adams

BACKGROUND: Work Session meeting for the calendar year 2022.

EXHIBITS: Attached calendar

KEY ISSUE: 2022 scheduled meetings

COUNCIL ACTION: Approve

RECOMMENDATION: Approve

Consent Agenda City

MEETING DATE: 10/11/2021

PUBLIC NOTICE

THE SCHEDULE OF REGULAR MEETINGS FOR CALENDAR YEAR 2022 OF THE BIXBY CITY COUNCIL WORK SESSION, IN AND FOR THE CITY OF BIXBY, OKLAHOMA, A MUNICIPAL CORPORATION.

Public Notice is given and filed with the Bixby City Clerk that, for Calendar Year 2022, except as otherwise noted below, the Bixby City Council of the City of Bixby, Oklahoma will hold its first regular monthly meeting on the second Monday of each month and its second regular monthly meeting on the fourth Monday of each month. Should a meeting date fall on a holiday, the regular meeting will be held on the following Tuesday. These regular work session meetings will be held at 5:00 P.M. in Dawes or City Hall, located at 113 West Dawes Avenue/116 W Needles, in the City of Bixby, Oklahoma.(Authority: Title 25 Oklahoma Statutes, Section 311(A))

REGULAR MEETING DATES

January	10
January	24

February	14
February	28

March	14
March	28

April	11
April	25

May	09
May	23

June	13
June	27

July	11
July	25

August	08
August	22

September	12
September	26

October	10
October	24

November	14
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December	12
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CONSENT AGENDA

ITEM TITLE: Approve Public Notice schedule of the Bixby City Council meetings for calendar year 2022.

INITIATOR: Yvonne Adams

STAFF INFO: Yvonne Adams

BACKGROUND: Bixby City Council meeting for the calendar year 2022.

EXHIBITS: Attached calendar

KEY ISSUE: 2022 scheduled meetings

COUNCIL ACTION: Approve

RECOMMENDATION: Approve

Consent Agenda City

MEETING DATE: 10/11/2021

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REGULAR MEETING DATES

January	10
January	24

February	14
February	28

March	14
March	28

April	11
April	25

May	09
May	23

June	13
June	27

July	11
July	25

August	08
August	22

September	12
September	26

October	10
October	24

November	14
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December	12
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CONSENT AGENDA

ITEM TITLE: Approve Public Notice schedule of the Bixby Industrial Authority meetings for calendar year 2022.

INITIATOR: Yvonne Adams

STAFF INFO: Yvonne Adams

BACKGROUND: Bixby Industrial Authority meeting for the calendar year 2022.

EXHIBITS: Attached calendar

KEY ISSUE: 2022 scheduled meetings

COUNCIL ACTION: Approve

RECOMMENDATION: Approve

Consent Agenda City

MEETING DATE: 10/11/2021

PUBLIC NOTICE

THE SCHEDULE OF REGULAR MEETINGS FOR CALENDAR YEAR 2022 OF THE BIXBY INDUSTRIAL AUTHORITY, A PUBLIC TRUST CREATED FOR THE BENEFIT OF THE CITY OF BIXBY, OKLAHOMA

Public Notice is given and filed with the Bixby City Clerk that, for Calendar Year 2022, except as otherwise noted below, the Bixby Industrial Authority, a public trust created for the benefit of the City of Bixby, Oklahoma will hold one scheduled regular meeting in calendar year 2020, on the second Monday in December. This regular meeting will be held at 6:00 P.M. in the City Council Chambers of the Bixby Municipal Building, located at 116 West Needles Avenue, in the City of Bixby, Oklahoma. If the City Council of the City of Bixby and the Bixby Public Works Authority are scheduled to meet at the same dated, time and location, the Bixby Industrial Authority's regular meeting will immediately follow the City Council and the Bixby Public Works Authority meetings.(Authority: Title 25 Oklahoma Statutes, Section 311(A))

REGULAR MEETING DATE

December 12

CONSENT AGENDA ITEM COMMENTARY

ITEM TITLE: Consider and/or approve purchase to EXACOM, Inc. (sole source) in the amount of \$16,191.20, to upgrade the department's existing recording system.

INITIATOR: Chief Andy Choate

STAFF INFORMATION SOURCE: Angela Williams

BACKGROUND: The upgrade will replace the existing recording system for the radios, phones and 911 system with the required encryption keys and technology, from analog to digital, allowing us the ability to secure real time radio and phone communications. EXACOM is a preferred vendor of our current radio provider. The upgrade will be funded through capital.

EXHIBITS: Quote

KEY ISSUE: Recording System Upgrade

COUNCIL ACTION: Approve or Deny

RECOMMENDATION: Approve purchase to EXACOM, Inc.

ITEM NO: _____

MEETING DATE: 10/11/2021

MEETING: CITY

QUOTATION

Quote No: Q-2020-EXA-0554-2

Date: 10/1/2021

"Hindsight H4" Fault-Tolerant Digital Logging Recorder System

For: Bixby Police Dept, OK

Purchaser

Angela Williams
Administrative Assistant
Bixby PD
116 W. Needles Ave.
Bixby, OK 74008
918-366-0434
AWilliams@BixbyOK.gov

EXACOM Customer

Heather Staley
Communications Supervisor
Bixby PD
116 W. Needles Ave.
Bixby, OK 74008
918-366-8294
HStaley@BixbyOK.gov

End User

Heather Staley
Communications Supervisor
Bixby PD
116 W. Needles Ave.
Bixby, OK 74008
918-366-8294
HStaley@BixbyOK.gov

Customer Requirements:

Bixby PD, OK is upgrading their phone systems to VoIP. They will be using Motorola Vesta for the two 911 positions, provided through AT&T, and Mitel 5000 for the seven admin phones. The existing analog card will no longer be needed and can be removed. The existing analog channels will be upgraded to VoIP channels.

EXACOM Proposed Solution Summary:

Qty	Part No:	Model No:	Description	Unit Price	Qty Sub-Total
1	9002213	HS-I-Vesta	HindSight Airbus Vesta NG911 Passive SIP Integration	\$ 9,995.00	\$ 9,995.00
1	9002212	HS-I-Mitel	HindSight Mitel Integration	\$ 4,995.00	\$ 4,995.00
10	9002601	HS-V-CL	HindSight Single-Channel VoIP SW License	\$ 400.00	\$ 4,000.00
16	9002600	HS-AD-CL	HindSight Single-Channel A/D SW License	\$ (250.00)	\$ (4,000.00)
1	9002288	ExaHealth	HINDSIGHT health and monitoring service. Supports SNMP and Email notifications.	Included	\$ -
1	9002289	ExaBackup	Backup software for HINDSIGHT.	Included	\$ -
Equipment List Price:					\$14,990.00
Government Discount:					(\$3,747.50)
Equipment Sub-Total:					\$11,242.50
Installation, Configuration and Training:					\$3,000.00
1	9004000	HS-SUP-E	HW/SW Warranty/Service Year 1 (Remote support - Essentials):		\$1,948.70
Ext-Warranty Hardware & Software Support -per year for years 2-6 automatically renewable at annual rate of:					\$1,948.70
Solution Total:					\$16,191.20

General Notes:

1. Prices are in US dollars at list, FOB Concord, NH
2. Shipping charges will be prepaid by EXACOM and added as a separate line item on your invoice unless otherwise indicated in MPA. Customer is responsible for all customs and duties.
3. Quotation is valid for 45 days.
4. This warranty will auto-renew annually until the end of the sixth year. Please indicate this on PO.
5. Software patches and minor releases are only available with current and up-to-date support contract.
6. The hardware/software refresh at year 7 is necessary to continue with the EXACOM support program.
7. HW/SW Refresh is only available when year's 2-6 Extended Warranty is purchased by the customer.
8. HW/SW Support is delivered remotely, only, via telephone, email and vpn, if available.
9. Sales Tax can only be waived if purchaser provides EXACOM with a copy of their Tax Exemption Certificate prior to purchase.
10. Performance Period: Starts on the earlier of the date of install or 90 days after shipping, and ends 1 year from start date. Any maintenance value remaining on existing maintenance agreement will be credited.

Payment Terms: Net 30, Unless MPA on File

Ship Date: 30-45 Days ARO

Submitted: By:	<i>Jim Zaleta</i>	Date:	10/1/2021
Regional Sales Manager - EXACOM, Inc.			
Approved By:	Signature:	Date:	
Signature of Authorized Personnel			
Printed Name and Title			
Approved Total Cost:	\$		

Extended warranty plans for years 2 – 6:

Qty	Part No:	Model No:	Description	Unit Price	Qty Sub-Total
1	9004000	HS-SUP-E	EXACOM/1-Year Ext-Warranty Hardware and Software Maintenance - Support per year for years 2-6	-----	\$1,948.70

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ORDINANCE NO. 2364

AN ORDINANCE AMENDING CHAPTER 1-MOTOR VEHICLES AND
TRAFFIC SECTION 6-1-1, DEFINITIONS-STREET LEGAL UTILITY
VEHICLES

WHEREAS, the City of Bixby, Oklahoma, ordinances pertaining to motor vehicle and traffic control use are written, where appropriate, to parallel, and not be in conflict, with Oklahoma Statutes, Title 47, Motor Vehicles; and,

WHEREAS, the state of Oklahoma has enacted amendments to State Statute, Title 47, defining Street Legal Utility Vehicles, and the use of such vehicles on public streets as well as restrictions on such use; and,

WHEREAS, the City of Bixby, Oklahoma in order to remain consistent with State Statutes regarding the use of motor vehicles and regulations pertaining thereto, declare a necessity to amend the Bixby City Code, Chapter 1, Section 6-1-1 definitions:

NOW, THEREFORE, BE IT ORDAINED as follows:

Street Legal Utility Vehicles: Street legal utility vehicles are vehicles powered by not less than a 400 cc engine, or equivalent, and capable of speeds of 45 mph, having side-by-side seating, equipped with seatbelts for not less than two passengers. Directional control shall be by steering wheel. Such vehicles must be equipped with two headlights, and two taillights, brake lights, and directional signals. Vehicles must be equipped with windshield. Required documentation includes certificate registration, current license tag, and car insurance verification. Street legal utility vehicles may not be driven on the National Highway System of Interstate Highways or Roadways comprising a part of the designated US Highway System. They shall be subject to rules of the road as applied all other motor vehicles.

This Ordinance made and entered into on this 11th day of October 2021, by a vote duly made by the City Council for the City of Bixby, Oklahoma. _____ Yes _____ No

(Seal)

ATTEST:

Brian Guthrie, Mayor of the City of Bixby

Yvonne Adams, City Clerk

APPROVED:

Phil Frazier, City Attorney

An emergency is declared to exist in order to timely comply with State Statutes of the State of Oklahoma. Emergency cause voted upon separately;

_____ Yes _____ No

(Seal)

ATTEST:

Brian Guthrie, Mayor of the City of Bixby

Yvonne Adams, City Clerk

APPROVED:

Phil Frazier, City Attorney



City of Bixby
P.O. Box 70
116 W. Needles Ave.
Bixby, OK 74008
(918) 366-4430

Staff Commentary

To: City of Bixby, City Council

From: Carolyn Back, Development Services Director/City Planner

Date: Monday, October 11, 2021

Name: Garage Condos Site Plan (BXSP-21.06)
(A part of South Memorial Business Park located in Scenic Village Park PUD-76)

RE: Site Plan Approval for Garage Condo's on 1.70 Acres

Location: South Memorial Drive and East 126th Street South, Bixby, Oklahoma 74008

STR: Section 2, Township 17N, Range 13E

Applicant: Steve Wright

Request:
Site Plan approval for Garage Condo uses.

Building 1	30' x 225'	6,750 SF	Nine (9) units (max)
Building 2	60' x 250'	15,000 SF	Twenty (20) units (max)
Parking Requirements			33 parking spaces + 1 ADA
			29 loading bays into Condo Units

Approval Authority:

Per the City of Bixby Zoning Code (11-9-0 E. Site Plan), Site Plan applications shall be reviewed and approved by City Planner. The Site Plan may be sent to the Technical Advisory Committee (TAC) members for input.

- TAC Meeting – September 1, 2021
- TAC and Engineering Comments – September 2, 2021

Garage Condos have become popular in the last several years, but are just recently making it to Oklahoma. City Planner made the decision to bring the application before the Planning Commission and City Council since the use is new to the City of Bixby.

In our zoning code, this type of use would be classified as a:
Use Unit 23 - Warehousing and Wholesaling, which is a use-by-right within PUD-76.

Staff Review

Please refer to the attached Planning Commission Staff Report 09.20.2021 for more information on Existing Zoning, Abutting Zoning, and Garage Condominiums.

At the Planning Commission Meeting, there was also a lot of discussion about the Garage Condominium Covenants, Conditions, & Restrictions (CC&R's). The DRAFT Planning Commission meeting minutes (09.20.2021) are attached for reference purposes only. They are slated for approval at the 10.18.2021 Planning Commission Meeting.

Staff Comments/Recommended Condition(s):

1. Staff supports Planning Commission recommendation for approval of the requested Site Plan with site engineering to be addressed during land use permitting phase and CC&R's addressing the noise, lighting, and hours of allowed activities to be reviewed by planning staff.
2. Signage was not submitted as a part of this Site Plan application. Business signage must align City of Bixby Zoning Code.

Attachments:	Exhibit A:	Planning Commission Staff Report 09.20.2021
	Exhibit B:	Planning Commission DRAFT Meeting Minutes 09.20.2021
	Exhibit C:	Site Plan dated 07.18.2021
	Exhibit D:	Landscape Plan dated 07.18.2021
	Exhibit E:	PUD-76 Scenic Village Park Revised February 27, 2017
	Exhibit F:	Garage Condos - Building 1 - Elevations



City of Bixby
P.O. Box 70
116 W. Needles Ave.
Bixby, OK 74008
(918) 366-4430

Staff Report

To: City of Bixby, Planning Commission

From: Carolyn Back, Development Services Director/City Planner
Donna Crawford, Assistant City Planner

Date: Monday, September 20, 2021

Name: Garage Condos Site Plan (BXSP-21.06)
(A part of South Memorial Business Park located in Scenic Village Park PUD-76)

RE: Site Plan

Location: South Memorial Drive and East 126th Street South, Bixby, Oklahoma 74008

STR: Section 2, Township 17N, Range 13E

Applicant: Steve Wright

Request:

Site Plan approval for Garage Condo uses. Garage Condos have become popular in the last several years, but are just recently making it to Oklahoma. This type of use would be considered a Use Unit 23 Warehousing and Wholesaling use which is a use-by-right within PUD-76.

Staff Review

This is a Site Plan review. The idea behind a garage condo is simple and works similar to a regular condominium. They serve a need for storing and enjoying your cars, motorcycles, boats, and RV's while not taking up garage space at your residence. It is worth noting that Garage Condos should have Covenants, Conditions & Restrictions (CC&Rs) listing all the rules and guidelines for Garage Condos, but that is not a required submittal item for a Site Plan application.

In most cases, the developer handles the permits and construction, and the consumer buys a unit and has the inside of the unit built out as they desire. It also gives the owner a sense of community with others in the condo association to gather and work on projects or just spread out, organize, and care for treasures in a safe, secure and private space.

Existing Zoning; Use:

Commercial General (CG) with supplemental zoning PUD-76; Vacant

Abutting Zoning; Use:

North: (CG) Commercial General; Vacant (PUD-76)

East: (CG) Commercial General; 126th Street Gym (PUD-76)

South: (CG) Commercial General; Vacant (PUD-76)

West: (CG) Commercial General; Single-Family Residential (PUD-76)

Proposed Use:

Garage Condos

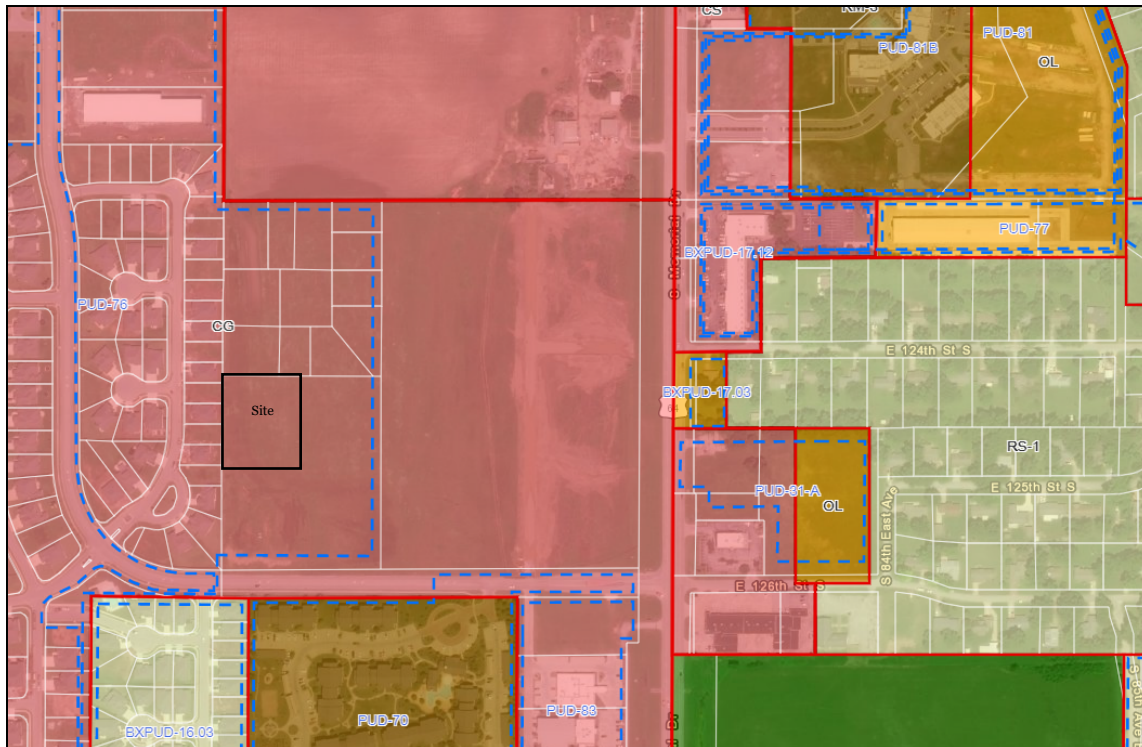


Figure 1: City of Bixby Zoning Map

Staff Comments:

1. Staff supports Planning Commission recommendation for approval of the requested Site Plan with engineering to be addressed during permitting phase.

Figures: Figure 1: City of Bixby Zoning Map

Attachments:

Exhibit A:	Site Plan dated 07.18.2021
Exhibit B:	Landscape Plan dated 07.18.2021
Exhibit C:	PUD-76 Scenic Village Park Revised February 27, 2017
Exhibit D:	Garage Condos - Building 1 Elevations

BIXBY PLANNING COMMISSION MINUTES

Monday | September 20, 2021 | 6:00 PM

City Hall, Council Chambers | 116 West Needles, Bixby, OK

CALL TO ORDER: 6:04 PM

Roll Call was taken

MEMBERS PRESENT : Tom Holland

Steve Hobbs

Lance Whisman

Josh Nave (Vice Chair)

MEMBERS ABSENT: JR Donelson (Chair)

Other Staff Present: Carolyn Back, Development Services Director, City Planner

1. **Approval of Minutes | Planning Commission Mtg. August 16, 2021**

Mr. Holland made motion to approve, Seconded by Mr. Hobbs

Mr. Holland – Yes

Mr. Hobbs - Yes

Mr. Nave – Yes

Mr. Whisman – Yes

Motion Approved

Public Hearing

1. **Planned Unit Development (BXPUD-21.11) & Rezone (BXZO-21.18)**

161st & Memorial | Applicant: Tanner Consulting, LLC

Mr. Nave announced that the applicant has requested a continuance to the Planning Commission meeting in October, 2021.

Motion made by Mr. Whisman to continue to October 18, 2021, seconded by Mr. Holland

Mr. Hobbs - Yes

Mr. Holland – Yes

Mr. Nave – Yes

Mr. Whisman – Yes

Motion Approved

Mr. Nave also asked Mr. Jerry Ezell – 16315 S. Sheridan Rd., Bixby, OK 74008 what item he had signed up to talk about and Mr. Ezell responded it was for the 161st & Memorial item. Mr. Nave asked Mr. Ezell to come to the podium. Mr. Ezell asked about the size of lots and square footage of the proposed houses to be built. Ms. Back directed Mr. Ezell to contact her at the office and she would be able to direct him.

2. **Final Plat (BXPT-19.04)**

Parke 126 | Applicant: AAB Engineering, LLC

Ms. Back directed the Planning Commission members to the history of the project of initial submittal to City Council approval of Preliminary Plat. Ms. Back introduced Mr. Jason Mohler of AAB Engineering. Mr. Mohler presented Parke 126 as a commercial development that is basically pad ready. Mr. Whisman asked if the lots could be resized to accommodate prospective buyers and Mr. Mohler indicated yes. Mr. Holland asked if Council had any issues on the Preliminary Plat, which Mr. Mohler responded none that he could recall.

Mr. Whisman made motion to approve with staff comments, which are “all comments from Development Services, Public Works, and Engineering have been incorporated into the Final Plat and Staff recommended approval of the Final Plat”, Seconded by Mr. Holland

Mr. Hobbs - Yes

Mr. Holland – Yes

Mr. Nave – Yes

Mr. Whisman – Yes

Motion Approved

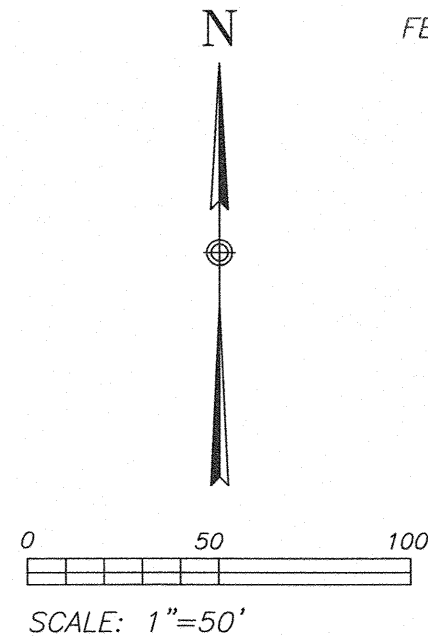
3. **Site Plan (BXSP-21.06)**

Garage Condo's | Applicant: Steve Wright

Ms. Back presented the Staff report and pointed out that if the site plan is approved tonight the applicant can go straight to permitting. Ms. Back cautioned the Planning Commission members to inquire about details for this project, such as intent of applicant regarding this site. Mr. Wright presented the Garage Condo's explaining the units are purchased by individuals and built out to owner's specifications. The sale price for shell only will be \$175K - \$250K with build out being a separate cost and permitted through the City of Bixby and inspected by City of Bixby inspectors. Mr. Wright also stated there will be Covenants which will address noise, lighting, and hours of allowed activities while on property. Landscaping requirements will be addressed. Mr. Whisman concerned with noise and lighting. Mr. Holland asked if the Fire Marshal had seen this proposed development, Mr. Wright responded affirmatively.

OWNER: CASTLEROCK BUILDERS
10632 S. MEMORIAL
TULSA, OKLAHOMA 74133
EMAIL: CASTLEROCK1@COX.NET
CONTACT: STEVE WRIGHT
PHONE: 918-952-6186

ADDRESS: 7555 E. 126TH ST. SOUTH
USE: GARAGE / CONDO'S
PLAT FILED: DOC# 8954, DATE: 2/16/2021
FEMA FLOOD: ZONE 'X'



LEGEND

—w—	WATER LINE
—ut—	UNDERGROUND TELEPHONE
—f—	FENCE
FF	FINISH FLOOR ELEVATION
M.A.E.	MUTUAL ACCESS EASEMENT
HC	HANDICAP
LB	LOADING BERTH
TELE	TELEPHONE
U/G	UNDERGROUND
R/W	RIGHT-OF-WAY
BK	BOOK
PC	PAGE
CONC	CONCRETE
U/E	UTILITY EASEMENT
T	TRANSFORMER
GM	GAS METER
°	FIRE HYDRANT
°	W/GUARD POSTS
FH	FIRE HYDRANT
WM	WATER METER
WV	WATER VALVE
4"GP	4" STEEL GUARD POST
HDWL	HEADWALL
STM	STORM SEWER INLET
SAN	SANITARY SEWER MANHOLE
CO	CLEANOUT

SITE DATA

PROPERTY AREA: 318'x233.24' > 74,170 SF 1.70 ac

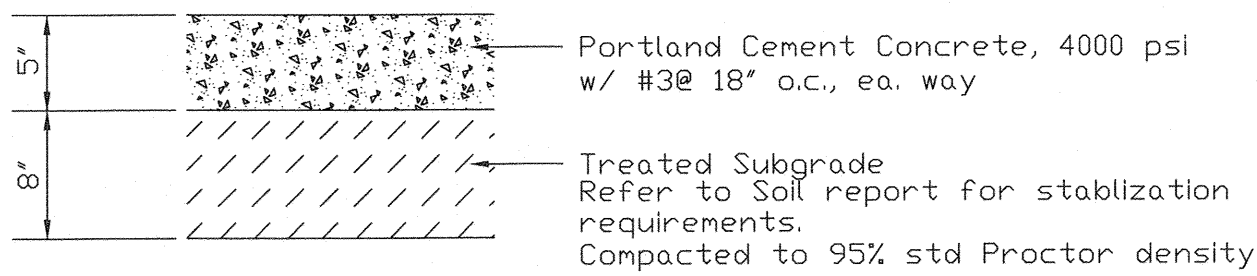
PROPOSED BUILDING NO. 1 30'x225' 6,750 SF
(9) MAXIMUM UNITS

PROPOSED BUILDING NO. 2 60'x250' 15,000 SF
(20) MAXIMUM UNITS

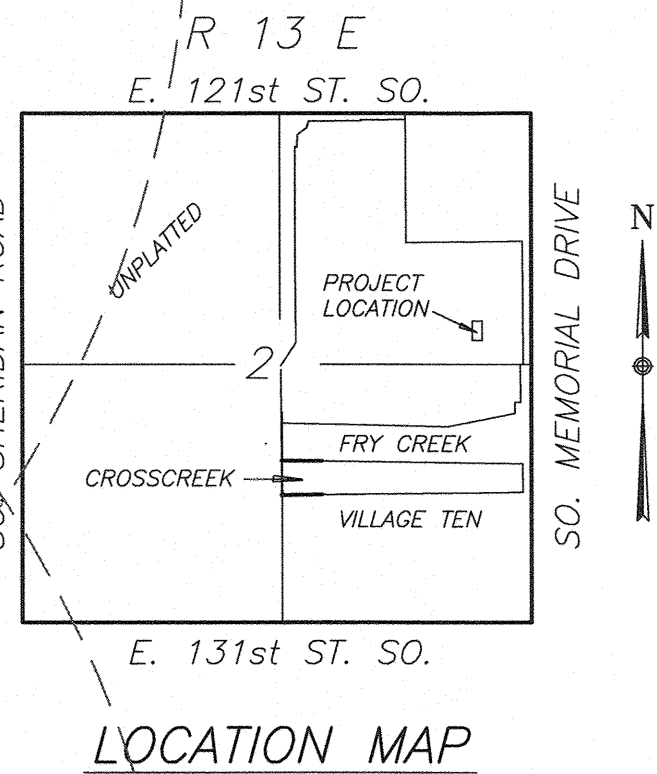
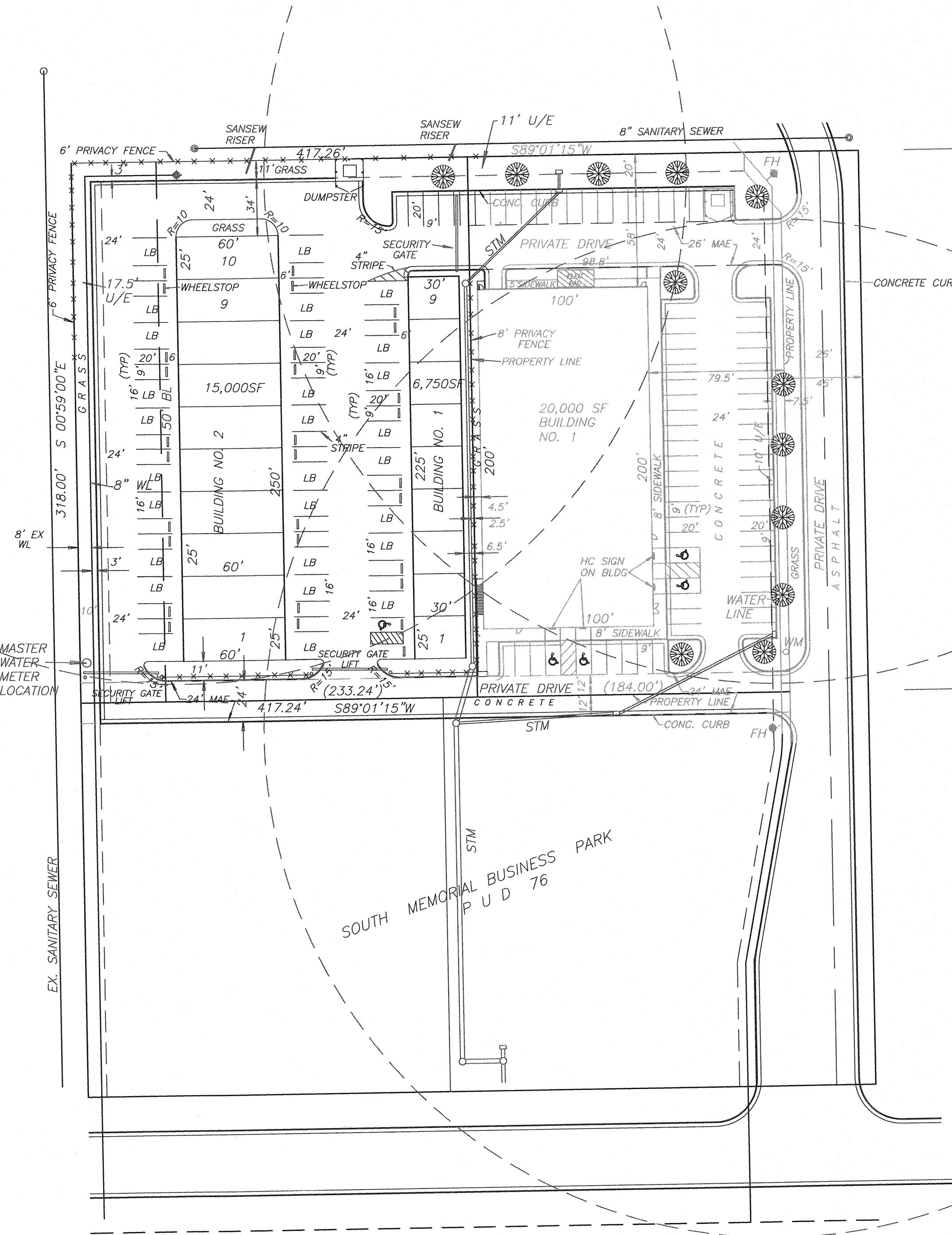
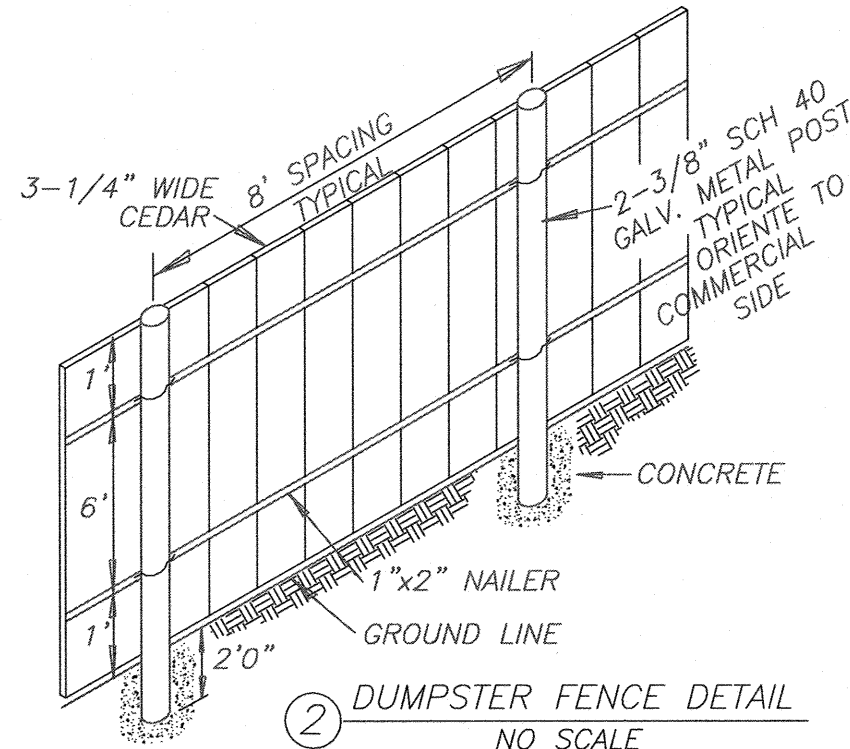
PARKING REQUIREMENTS:
PARKING 33 SPACES + 1 HANDICAP
LOADING BAYS 29 SPACES

ZONING: SOUTH MEMORIAL BUSINESS PARK PUD 76
USE UNIT: 23.

1. THERE ARE NO FREE STANDING SIGNS OR WALL SIGNAGE SHOWN AT THIS TIME.
2. THERE WILL BE NO EXTERIOR OUTDOOR POLE LIGHTS. LIGHTING WALL PACKS WILL BE DESIGNED FOR THE BUILDING.
3. PARKING AND DRIVE LANES WILL BE CONSTRUCTED OF CONCRETE.
4. EACH PRIVATE GARAGE/CONDO WILL BE SEPARATED BY A 1 HR FIRE BARRIER WALL.
5. A KNOX SWITCH OR KNOX BOX WILL BE INSTALLED FOR FIRE APPARATUS ACCESS.



① CONCRETE PAVING SECTON
NO SCALE



318'x233.24' > 74,170 SF 1.70 ac

EXISTING CONDITIONS AREA TYPE	SQ FT	ACRES	PERCENT
PERVIOUS AREAS	74,170	1.70	100%
IMPERVIOUS AREAS	0	0	0%
TOTAL	74,170	1.70	100%

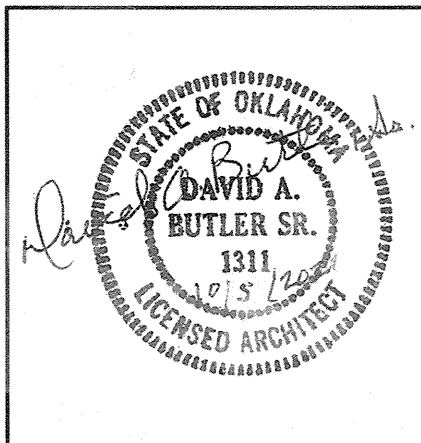
PROPOSED CONDITIONS AREA TYPE	SQ FT	ACRES	PERCENT
PERVIOUS AREAS	8,695 SF	0.1996	11.73%
IMPERVIOUS AREAS	65,475 SF	1.5004	88.27%
TOTAL	74,170	1.70	100%

IMPERVIOUS TABLE CHART

Disturbed Area from New Bldg	65,475 Square Feet
Present Impervious Area	0 square feet
Increased Impervious Area	65,475 Square Feet
Total Impervious Area	65,475 Square Feet

GENERAL NOTES

1. ALL CONSTRUCTION SHALL BE IN STRICT ACCORDANCE WITH CURRENT CITY OF BIXBY PUBLIC WORKS DEPARTMENT STANDARDS & SPECIFICATIONS.
2. NO INVESTIGATIONS WERE CONDUCTED TO DETERMINE THE EXISTENCE OF UNDERGROUND UTILITIES. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE LOCATION AND DEPTH OF ALL EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION.
3. THE CONTRACTOR SHALL GIVE THE NOTIFICATION CENTER OF OKLAHOMA ONE CALL SYSTEM, INC. NOTICE OF ANY EXCAVATION NO SOONER THAN 10 DAYS AND NOT LATER THAN 48 HOURS EXCLUDING SATURDAYS, SUNDAYS AND OTHER LEGAL HOLIDAYS PRIOR TO COMMENCEMENT OF WORK. PHONE NUMBER IS 1-800-522-6543.
4. ANY ITEM OF WORK NOT COVERED BY A SEPARATE ITEM IN THE PROPOSAL SHALL BE INCLUDED IN THE COST OF THE ITEM OR WORK OF WHICH IT IS A PART.
5. CONCRETE PAVING TO BE 4,000 PSI AT 28 DAYS.
6. ALL BACKFILL UNDER PAVEMENT SHALL BE BACKFILLED WITH TYPE "A" AGGREGATE, COMPACTED TO 95% STANDARD PROCTOR DENSITY.
7. ALL FILL AREA TO BE 95% STANDARD PROCTOR DENSITY PRIOR TO CONSTRUCTION.
8. ALL CONSTRUCTION TO BE IN COMPLIANT AND ACCORDANCE WITH ICC/ANSI A117.1-2003.



DAVID A. BUTLER SR.
Architect L.L.C.
17316 EAST 120TH ST. NO.
COLLINSVILLE, OKLAHOMA 74021
918-852-4770

SOUTH MEMORIAL
GARAGE - CONDO'S
SOUTH MEMORIAL BUSINESS PARK
Bixby, Oklahoma 74008

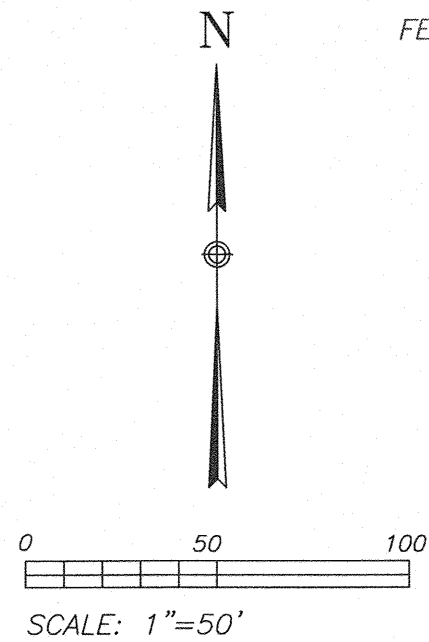
SITE PLAN

JOB NO.
DATE 10/5/21
DRAWN BY
JRD
REVISIONS

C1

OWNER: CASTLEROCK BUILDERS
10632 S. MEMORIAL
TULSA, OKLAHOMA 74133
EMAIL: CASTLEROCK1@COX.NET
CONTACT: STEVE WRIGHT
PHONE: 918-952-6186

ADDRESS: 7555 E. 126TH ST. SOUTH
USE: GARAGE / CONDO'S
PLAT FILED: DOC# 8954, DATE: 2/16/2021
FEMA FLOOD: ZONE 'X'



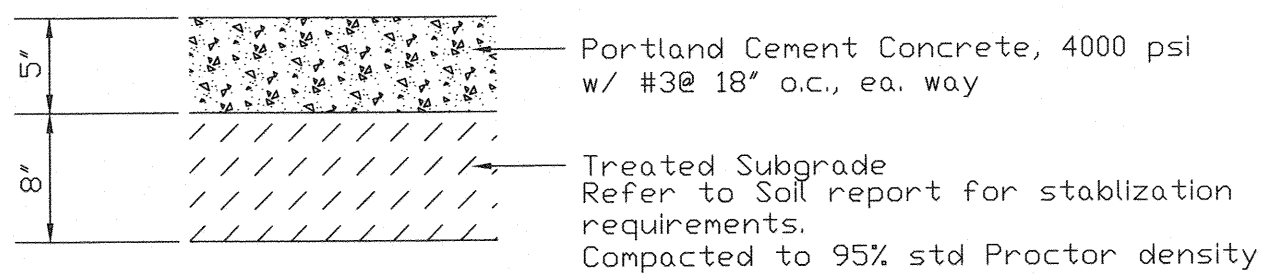
LEGEND

—W—	WATER LINE
—UT—	UNDERGROUND TELEPHONE
—F—	FENCE
FF	FINISH FLOOR ELEVATION
M.A.E.	MUTUAL ACCESS EASEMENT
HC	HANDICAP
LB	LOADING BERTH
TELE	TELEPHONE
U/G	UNDERGROUND
R/W	RIGHT-OF-WAY
BK	BOOK
PG	PAGE
CONC	CONCRETE
U/E	UTILITY EASEMENT
T	TRANSFORMER
GM	GAS METER
°	FIRE HYDRANT
W/GUARD POSTS	W/GUARD POSTS
FH	FIRE HYDRANT
WM	WATER METER
WV	WATER VALVE
4"GP	4" STEEL GUARD POST
HDWL	HEADWALL
STM	STORM SEWER INLET
SAN	SANITARY SEWER MANHOLE
CO	CLEANOUT

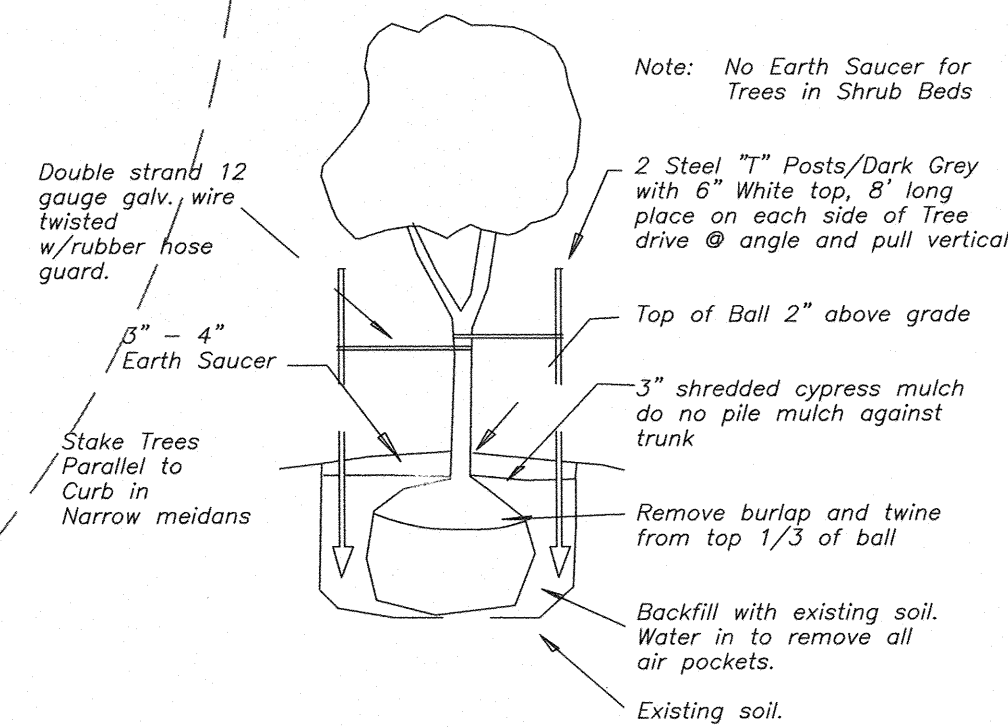
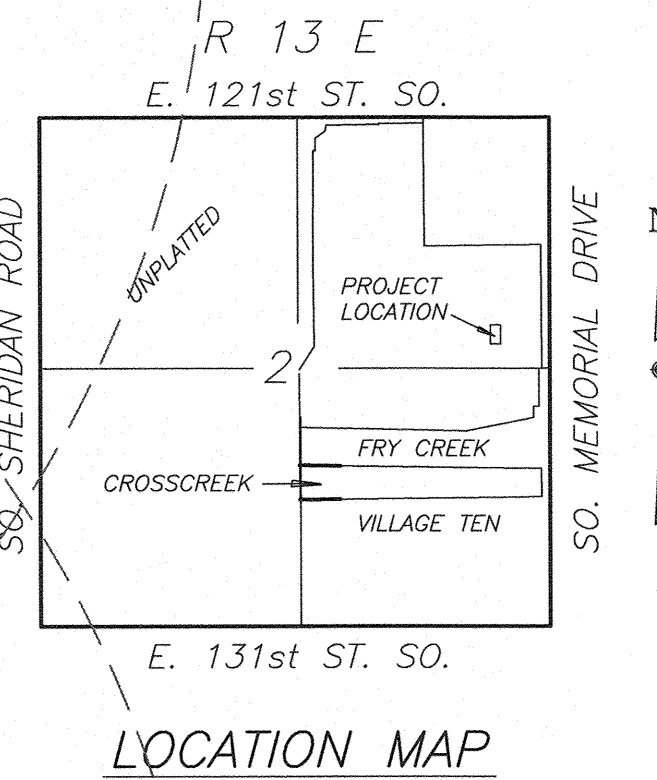
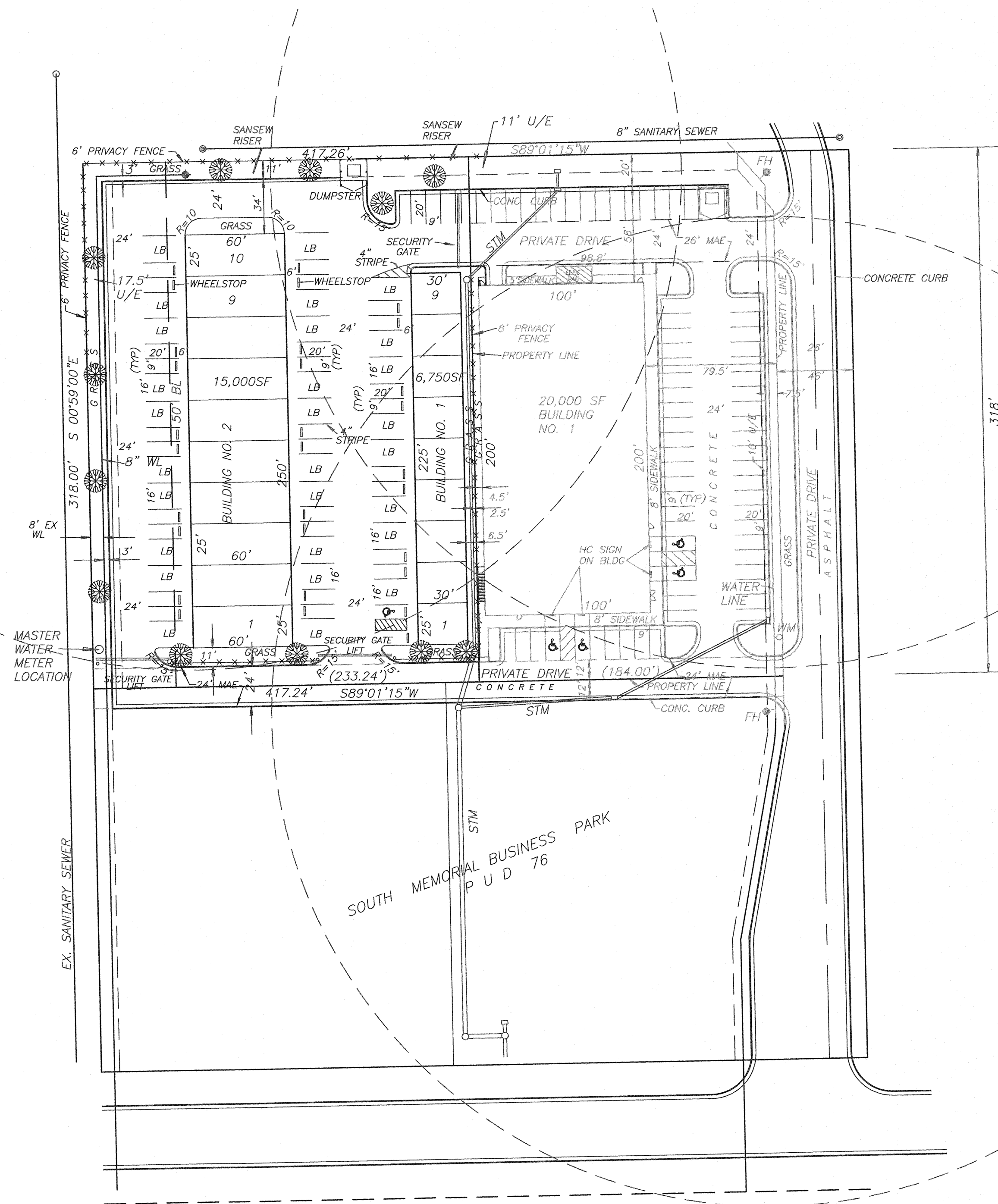
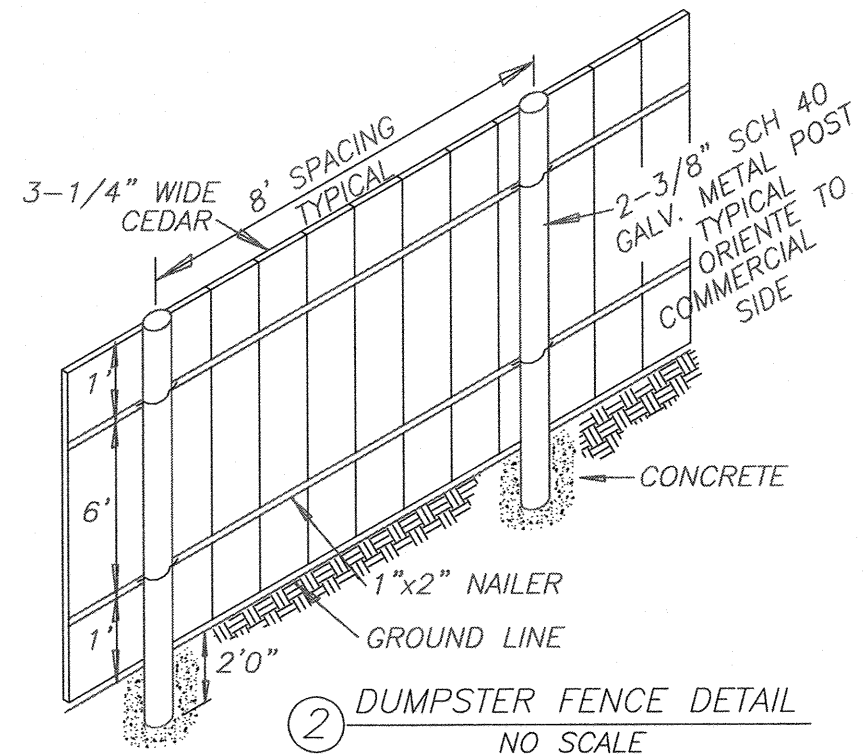
LANDSCAPE DATA

- LANDSCAPING WILL BE IRRIGATED BY A UNDERGROUND SPRINKLER SYSTEM.
- PROPERTY AREA: 74,170 SF 1.70 ac
GRASS 8,695 SF 11.73%
BLDG & CONC 65,475 SF 88.27%
- TREE REQUIREMENTS:
TREES PROVIDED: 12
TREES REQUIRED: 11

ALL NEW TREES TO BE A 2" MIN. CALIPER



① CONCRETE PAVING SECTION
NO SCALE



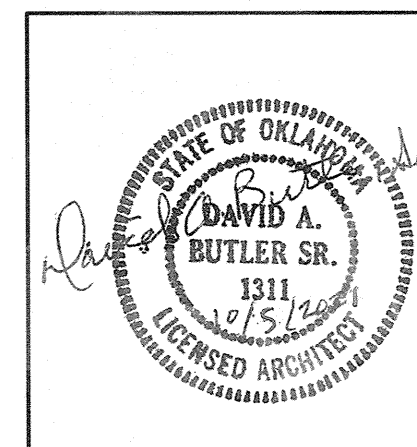
① TREE PLANTING DETAIL

PROPOSED
(12) OAK
2" CALIPER MIN.

☼ TREE TO BE PLANTED IN 2022

GENERAL NOTES

- ALL CONSTRUCTION SHALL BE IN STRICT ACCORDANCE WITH CURRENT CITY OF BIXBY PUBLIC WORKS DEPARTMENT STANDARDS & SPECIFICATIONS.
- NO INVESTIGATIONS WERE CONDUCTED TO DETERMINE THE EXISTENCE OF UNDERGROUND UTILITIES. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE LOCATION AND DEPTH OF ALL EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION.
- THE CONTRACTOR SHALL GIVE THE NOTIFICATION CENTER OF OKLAHOMA ONE CALL SYSTEM, INC. NOTICE OF ANY EXCAVATION NO SOONER THAN 10 DAYS AND NOT LATER THAN 48 HOURS EXCLUDING SATURDAYS, SUNDAYS AND OTHER LEGAL HOLIDAYS PRIOR TO COMMENCEMENT OF WORK. PHONE NUMBER IS 1-800-522-6543.
- ANY ITEM OF WORK NOT COVERED BY A SEPARATE ITEM IN THE PROPOSAL SHALL BE INCLUDED IN THE COST OF THE ITEM OR WORK OF WHICH IT IS A PART.
- CONCRETE PAVING TO BE 4,000 PSI AT 28 DAYS.
- ALL BACKFILL UNDER PAVEMENT SHALL BE BACKFILLED WITH TYPE "A" AGGREGATE, COMPACTED TO 95% STANDARD PROCTOR DENSITY.
- ALL FILL AREA TO BE 95% STANDARD PROCTOR DENSITY PRIOR TO CONSTRUCTION.
- ALL CONSTRUCTION TO BE IN COMPLIANT AND ACCORDANCE WITH ICC/ANSI A117.1-2003.



JOB NO.
DATE 10/5/21
DRAWN BY
JRD
REVISIONS

LANDSCAPE PLAN

SOUTH MEMORIAL
GARAGE — CONDO'S
SOUTH MEMORIAL BUSINESS PARK
Bixby, Oklahoma 74008

DAVID A. BUTLER SR.
Architect L.L.C.
17316 EAST 120TH ST. NO.
COLLINSVILLE, OKLAHOMA 74021
918-852-4770

C2

Scenic Village Park

PUD 76 Major Amendment # 3

40.680 acres West of South Memorial Drive,
South of East 121st Street South

Bixby, Oklahoma

**FINAL AS APPROVED
PLANNING COMMISSION
FEBRUARY 21, 2017
CITY COUNCIL
FEBRUARY 27, 2017
"QUAIL CREEK OF BIXBY"**

Applicant/Owner

121st and Memorial, LLC
c/o Rick Dodson, Manager
6205 E. 105th Street
Tulsa, OK 74137
dodsonbuilding@cox.net

Development Engineer

Tanner Consulting, LLC
c/o Ricky Jones
5323 South Lewis Avenue
Tulsa, OK 74105
ricky@tannerbaitshop.com

February 23, 2017

TABLE OF CONTENTS

I. PROPERTY DESCRIPTION	3
II. INTRODUCTION AND SCOPE	4
III. AMENDED DEVELOPMENT STANDARDS	5
EXHIBIT A PUD DEVELOPMENT STANDARDS CROSSWALK	6

I. PROPERTY DESCRIPTION

Quail Creek of Bixby, located within PUD 76 "**Scenic Village Park**," is an 40.680 acre subdivision located west of South Memorial Drive and south of East 121st Street South, in the City of Bixby, Oklahoma, and is more particularly described within the following statement:

ALL OF "QUAIL CREEK OF BIXBY", A SUBDIVISION IN THE CITY OF BIXBY, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF (PLAT NO. 6613), LESS AND EXCEPT RESERVE A AND LOT 40, BLOCK 2 THEREOF.

The above described property will hereinafter be referred to as the "Site" or "Subject Property."

II. INTRODUCTION AND SCOPE

Planned Unit Development No. 76 "Scenic Village Park" (hereinafter "PUD 76") was approved by the Bixby City Council on March 25, 2013, consisted of approximately 92 acres, and is located on the south side of East 121st Street South, west of South Memorial Drive. PUD 76 contains eight (8) development areas permitting multiple uses including assisted living, commercial, office and residential.

Major Amendment # 1 to PUD 76, comprising a part of the original PUD 76, was affirmatively recommended for approval by the Bixby Planning Commission on September 30, 2013 and was approved by the Bixby City Council on October 14, 2013. Major Amendment # 1 provided for single-family residential use of PUD 76 Development Areas C, D, and G, which includes the subject property.

Major Amendment # 2 to PUD 76, comprising a part of the original PUD 76, was tabled indefinitely by the Bixby Planning Commission on October 21, 2013, as requested by letter from the Applicant dated October 18, 2013.

Minor Amendment # 1 to PUD 76, comprising part of PUD 76 Development Area B, was approved by the Bixby Planning Commission on February 18, 2014. Minor Amendment # 1 pertained to development standards for signage and parking.

The subject property was platted as Quail Creek of Bixby on June 03, 2015.

BXPUD-16.03 "The Cottages at Quail Creek" was affirmatively recommended by the Bixby Planning Commission on August 15, 2016 and was approved by the Bixby City Council on September 12, 2016. BXPUD-16.03 included part of the subject property, Reserve A and Lot 40, Block 2, Quail Creek of Bixby, approximately ½ acre, and abrogated PUD 76 for the concerned part.

PUD 76 Major Amendment # 3 is a request to reduce side-yard setbacks abutting streets from 20' to 10' within the subject property (Development Areas C and D) and to increase front-yard setbacks to 25' to correspond with the recorded plat.

Unless specifically modified herein (PUD 76 Major Amendment # 3), the approved permitted uses and development standards of the original PUD 76 (as modified by PUD Major Amendment # 1 and PUD Minor Amendment # 1) shall remain in full force and effect. Exhibit A to this PUD Major Amendment # 3 is a crosswalk illustrating changes proposed by this amendment. Exhibit B to this PUD Major Amendment # 3 reflects Development Areas affected and new Building Lines as proposed by this Amendment and the plat amendment in process. Original PUD exhibits have not been updated for purposes of this Amendment.

III. AMENDED DEVELOPMENT STANDARDS

Within Development Areas C and D, the following is the amended development standards for "Minimum Yards and Building Setbacks":

"MINIMUM YARDS AND BUILDING SETBACKS:

FROM FRONT LOT LINE:	25 FT.
FROM REAR LOT LINE:	20 FT.
FROM SIDE YARD LOT LINE:	5 FT.
FROM SIDE YARD ABUTTING STREET:	10 FT. *
BETWEEN DETACHED DWELLING UNITS:	10 FT.

* SIDE-ENTRY GARAGES SHALL BE SET BACK A MINIMUM OF 20' FROM ABUTTING STREET."

PUD Development Standards Crosswalk

for

PUD 76 Major Amendment # 3

13098 Quail Creek of Bixby

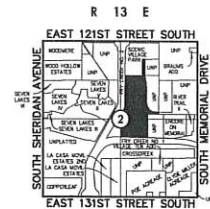
Bixby, Oklahoma

Item	Dev. Area	Major Amendment # 3	PUD 76 (with Major Amd. # 1)	Zoning Code	Notes
Unquantifiable					
1.	All/C & D	Acknowledges partial abrogation / removal of 1/2 acre per BXPUD-16.03			Reserve A & Lot 40, Block 2 will be replatted as The Cottages at Quail Creek
Development Standards					
2.	Minimum Front Yard Setback C & D	25 FT	20 FT	25 FT	
3.	Minimum Side Yard Abutting Street Setback C & D	10 FT	20 FT	N/A in CG	Side-entry garages shall be set back 20 FT

Quail Creek

OF BIXBY

SURVEYOR/ENGINEER:
Tanner Consulting, L.L.C.
DAN E. TANNER, P.L.S. NO. 1435
OK CA NO. 2661, EXPIRES 6/30/2015
5323 South Lewis Avenue
Tulsa, Oklahoma 74105
Phone: (918)745-9929



SUBDIVISION CONTAINS:
ONE HUNDRED THIRTY THREE (133) LOTS
IN NINE (9) BLOCKS
WITH THREE (3) RESERVES
GROSS SUBDIVISION AREA: 41.168 ACRES

OWNER:
Tanner Consulting, L.L.C.

SURVEYOR/ENGINEER:
DAN E. TANNER, P.L.S. NO. 1415
OKLAHOMA SURVEYORS & ENGINEERS
5323 South Lewis Avenue
Tulsa, Oklahoma 74105
Phone: (918) 745-9929

LEGEND

- B/L BUILDING LINE
- B/L/ BUILDING LINE & UTILITY EASEMENT
- CK PG. CENTERLINE
- DOC. DOCUMENT
- ESMT. EASEMENT
- F/L FENCE & LANDSCAPE EASEMENT
- RES. RESERVE AREA
- SEP. INSTR. SEPARATE INSTRUMENT
- UTE. UTILITY EASEMENT
- 7200 ASSIGNED ADDRESS

Location Map
Scale: 1" = 2000'

SUBDIVISION CONTAINS:
ONE HUNDRED THIRTY-THREE (133) LOTS
IN NINE (9) BLOCKS
WITH THREE (3) RESERVES
GROSS SUBDIVISION AREA: 41.168 ACRES

Scenic Village Park
LOT 2 BLOCK 1

East 126th Street South
East 127th Street South

East 126th Place South
East 127th Place South

East 125th St. S.
East 124th St. S.

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EXHIBIT B
PUD 76 Major Amendment #3
SHEET 1 OF 1

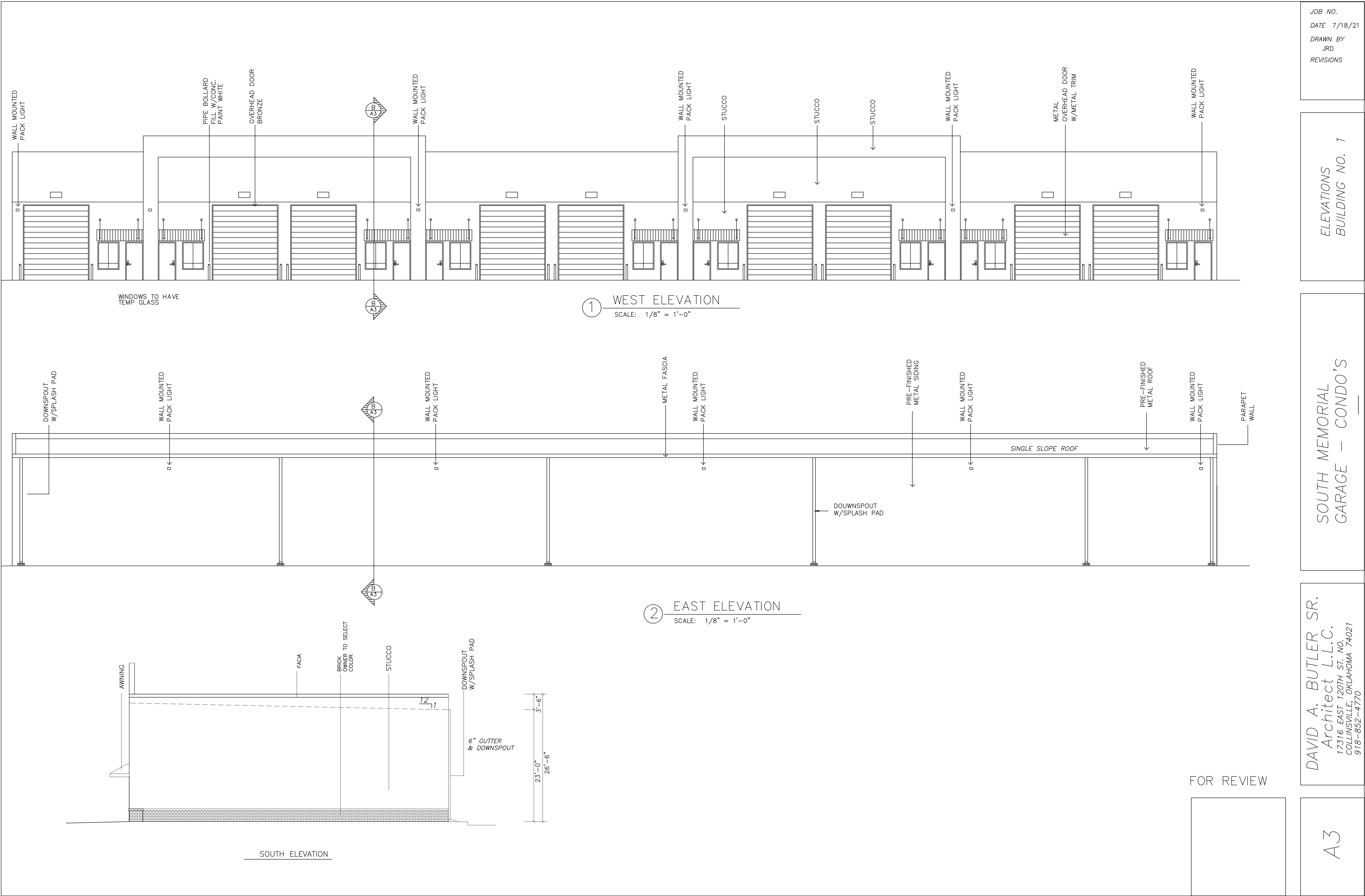


Exhibit D

Regular Agenda Item Commentary

Item Title

Discuss and/or take action on the lowest & best bid for the lighting installation of the Bixby Charley Young Event Park for 2021 Winter Holiday Season.

Initiator

Bryan Toney

Staff Information Source

Bryan Toney

Background

A Request for Quote was presented for the lighting installation of the Bixby Charley Young Event Park for the 2021 Winter Holiday Season.

Exhibits

Supporting Quotes and Documentation will be presented at the Council Meeting

Council Action

Approval or Denial in Awarding the Lowest & Best Bid.

Recommendation

Approval

Item No: _____

Meeting Date

October 11th, 2021

Meeting

City Council Regular Meeting

Regular Agenda Item Commentary

Item Title

Discuss and/or take action on the lowest & best bid for the lighting decoration of the Bixby City Hall Winter Holiday for 2021 Season.

Initiator

Bryan Toney

Staff Information Source

Bryan Toney

Background

A Request for Quote was presented for the lighting decoration of the Bixby City Hall for the 2021 Winter Holiday Season.

Exhibits

Supporting Quotes and Documentation will be presented at the Council Meeting

Council Action

Approval or Denial in Awarding the Lowest & Best Bid.

Recommendation

Approval

Item No: _____

Meeting Date

October 11th, 2021

Meeting

City Council Regular Meeting

Regular Agenda Item Commentary

Item Title

Discuss and/or take action on the lowest & best bid for purchase of Bixby Downtown Christmas Tree for 2021 Winter Holiday Season.

Initiator

Bryan Toney

Staff Information Source

Bryan Toney

Background

A Request for Quote was presented for the purchase of the Bixby Downtown Christmas Tree for the 2021 Winter Holiday Season to be installed at Charley Young Event Park.

Exhibits

Supporting Quotes and Documentation will be presented at the Council Meeting

Council Action

Approval or Denial in Awarding the Lowest & Best Bid.

Recommendation

Approval

Item No: _____

Meeting Date

October 11th, 2021

Meeting

City Council Regular Meeting

Regular Agenda Item Commentary

Item Title

Discuss and/or take action on the lowest & best bid for the Bixby Downtown Street Scape Decoration for 2021 Winter Holiday Season.

Initiator

Bryan Toney

Staff Information Source

Bryan Toney

Background

A Request for Quote was presented for the decoration of the Bixby Downtown Street Scape Decoration for the 2021 Winter Holiday Season.

Exhibits

Supporting Quotes and Documentation will be presented at the Council Meeting

Council Action

Approval or Denial in Awarding the Lowest & Best Bid.

Recommendation

Approval

Item No: _____

Meeting Date

October 11th, 2021

Meeting

City Council Regular Meeting

Regular Agenda Item Commentary

Item Title

Discuss and/or take action on the lowest & best bid for the lighting decoration of the Bixby Public Works Dawes Building Winter Holiday for 2021 Season.

Initiator

Bryan Toney

Staff Information Source

Bryan Toney

Background

A Request for Quote was presented for the lighting decoration of the Bixby Public Works Dawes Building for the 2021 Winter Holiday Season.

Exhibits

Supporting Quotes and Documentation will be presented at the Council Meeting

Council Action

Approval or Denial in Awarding the Lowest & Best Bid.

Recommendation

Approval

Item No: _____

Meeting Date

October 11th, 2021

Meeting

City Council Regular Meeting

Executive Session

City of Bixby BPWA Meeting Minutes

**City Hall Municipal Building
116 W Needles, Bixby, OK 74008
September 27 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 September 24th on or before 6:00 p.m.

Mayor Guthrie called the meeting to order at 6:30 p.m.

City Clerk Yvonne Adams called the roll and all members were present, except Councilor Founds.

Members Present

**Guthrie
Blair
Girard
Crawford**

Staff Present

**Jared Cottle, City Manager
Phil Frazier, City Attorney
Charles Barnes, Finance Dir.
Carolyn Back, Dev. Service Dir.
Police Chief, Andy Choate
Bea Aamodt, PW Director
Yvonne Adams. City Clerk**

Councilor Girard 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 09/13/21.
- b) Discuss and/or take action on Water Tap Application for Alan Bolton at 16304 South Garnett Road, Bixby, OK in Tulsa County, OK.

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 4-0

Yes: Blair, Crawford, Girard, Guthrie

No: None.

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

New Business

There being none.

Adjournment was called at 6:31 p.m.

MAYOR

ATTEST

SECRETARY

CONSENT AGENDA

ITEM TITLE: Approve Public Notice schedule of the Bixby Public Works Authority meetings for calendar year 2022.

INITIATOR: Yvonne Adams

STAFF INFO: Yvonne Adams

BACKGROUND: BPWA meeting for the calendar year 2022.

EXHIBITS: Attached calendar

KEY ISSUE: 2022 scheduled meetings

COUNCIL ACTION: Approve

RECOMMENDATION: Approve

Consent Agenda BPWA

MEETING DATE: 10/11/2021

PUBLIC NOTICE

THE SCHEDULE OF REGULAR MEETINGS FOR CALENDAR YEAR 2022 OF THE BIXBY PUBLIC WORKS AUTHORITY, A PUBLIC TRUST CREATED FOR THE BENEFIT OF THE CITY OF BIXBY, OKLAHOMA

Public Notice is given and filed with the Bixby City Clerk that, for Calendar Year 2022, except as otherwise noted below, the Bixby Public Works Authority, a public trust created for the benefit of the City of Bixby, Oklahoma will hold its first regular monthly meeting on the second Monday of each month and its second regular monthly meeting on the fourth Monday of each month. Should a meeting date fall on a holiday, the regular meeting will be held on the following Tuesday. These regular meetings will be held at 6:00 P.M. in the City Council Chambers of the Bixby Municipal Building, located at 116 West Needles Avenue, in the City of Bixby, Oklahoma. If the Bixby City Council is scheduled to meet at the same dated, time and location, the Bixby Public Works Authority's regular meetings will immediately follow the City Council's meeting.(Authority: Title 25 Oklahoma Statutes, Section 311(A))

REGULAR MEETING DATES

January	10
January	24
February	14
February	28
March	14
March	28
April	11
April	25
May	09
May	23
June	13
June	27
July	11
July	25
August	08
August	22
September	12
September	26
October	10
October	24
November	14
December	12

Breakdown for December Christmas in Bixby

December 4

Tree Lighting

Live and Recorded Promos (4x per day for 9 Days) November 26 – Dec. 4th

- KXOJ: \$720
- KSTO: \$360
- KMYZ: \$540
- KYAL-FM: \$540

Live Remote on 12/4 (2 hours) -KXOJ \$2500 Plus \$300 Talent Fee

Inclusion on social posts & station e-blasts (10 total) \$500

December 4th Festivities: Investment: \$5460

December 11

Buy Bixby & Christmas Parade

Live and Recorded Promos (5x per day) December 5th – December 11th

- KXOJ: \$600
- KSTO: \$300
- KMYZ: \$450
- KYAL-FM: \$450

Support at the Christmas Parade (vans in parade)

Support at Buy Bixby (2 hour remote) – \$2500 plus talent fee \$200

Inclusion on social posts & station e-blasts (15x across platforms) \$800

December 11 Festivities: \$5300

Buy Bixby Promotion:

- \$3500 on KXOJ
- Matching Schedule on KTSO (all Christmas Music)
- Live and Recorded Promos 3x per day (November – December 11)
- Inclusion on social posts and station e-blasts (10x across platforms)

December 18 KXOJ Christmas Concert

- Similar to Brandon Heath Concert and KXOJ will promote

City of Bixby Estimate Charley Young Event Park

Scope of Work;

We Love Lawns, LLC will be hired to install and remove Christmas Lighting in, and around, the Charley Young Event Park and surrounding areas.

Installation will include, but not be limited to, the Park Main Stage Structure, various trees located throughout the park; various bushes located throughout the park and behind the Park Main Stage, the road structure located in downtown Bixby, many posts supporting the park shade covers and other various elements of Charley Young Event Park.

Photos have been provided and We Love Lawns, LLC and its employees understand the entire scope of work

The City of Bixby owns the materials, as follows, and as described to us;

2000 C9s LED bulbs

750 – M5 or G12 strands of mini lights

Garland and Bows for all light posts surrounding the Park

We Love Lawns, LLC can supply more material if necessary

**Total Cost For Installation and Removal: NOT MORE THAN
\$7500.00**

NOTE;

The Total Price of this project is identical to last year's scope of work in anticipation that shrubbery will be installed before our installation of lighting materials. IF, in the event shrubbery is not replaced, the total price of the project will reflect the subtraction of labor and a credit will be applied to the City of Bixby. Please call for additional information, as needed.

Signatures;

Customer
City of Bixby, Ok

Cody Fuentes
We Love Lawns, LLC

City of Bixby Estimate City Hall Building

Scope of Work;

We Love Lawns, LLC is to provide material, installation, maintenance, and removal of Christmas Lighting around Bixby City Hall Building.

Installation will include, but not be limited to the lighting of the roof perimeter of City Hall.

We Love Lawns, LLC is to provide ALL materials for the completion of this project. Our services will include a one year of warranty of any material defect of the lighting materials and a seasonal warranty on the installation of provided materials.

Upon completion, the City of Bixby will retain ownership of the materials provided to the City of Bixby by We Love Lawns, LLC.

Total Cost for Installation and Removal;

OPTION 1 (ENTIRE STRUCTURE); \$2500

OPTION 2; \$2100

Note; this option does not include an 85' section of lighting at the City Hall Building that faces the Alley.

We Love Lawns, LLC recommends option ONE for a complete and finished look for the holiday season.

Signatures;

Customer
City of Bixby, Ok

Cody Fuentes
We Love Lawns, LLC

City of Bixby Estimate Downtown Street Poles

Scope of work;

We Love Lawns, LLC is to provide material, installation, maintenance, and removal of Christmas Lighting on various street poles located throughout Downtown Bixby.

Installation will include, but not be limited to, the decoration of the poles with 2, OR 3, pieces of 9' Garland, a timer, and capped with a red bow on each pole.

We Love Lawns, LLC is to provide ALL materials for the completion of this project. Our services will include a one year of warranty of any material defect of the lighting materials and a seasonal warranty on the installation of provided materials.

Upon completion, the City of Bixby will retain ownership of the materials provided to the City of Bixby by We Love Lawns, LLC.

NOTE: This project is solely dependent on the ability to secure enough material for the accepted portion of the project due to MASSIVE shipping backlogs, and the Covid-19 environment. Please contact me for additional details, if necessary.

Total Cost for Installation and Removal;

ALL POLES (2 Pieces PER Pole w/ Bow & Timer); \$185 PER

HALF POLES (2 Pieces PER Pole w/ Bow & Timer); \$185 PER

PER POLE (2 Pieces PER Pole w/ Bow & Timer); \$ \$185 PER

ALL POLES (3 Pieces PER Pole w/ Bow & Timer); \$255 PER

HALF POLES (3 Pieces PER Pole w/ Bow & Timer); \$255 PER

PER POLE (3 Pieces PER Pole w/ Bow & Timer); \$255 PER

Installation & Removal (ALL Poles); \$5500

Installation & Removal (HALF Poles); \$3500

Installation & Removal (PER Pole); \$50

TOTAL Cost for All Poles (3 Pieces of Garland); \$45535

TOTAL Cost for All Poles (2 Pieces of Garland); \$34545

TOTAL Cost for Half Poles (3 Pieces of Garland); \$23645

TOTAL Cost for Half Poles (2 Pieces of Garland); \$18300

NOTE;

IF there is NOT a need for a timer at each pole a savings of approximately \$12/per pole will be applied. The poles could potentially be put on a 'master switch' that ALL the poles can turn ON and OFF at the same time

NOTE;

We Love Lawns, LLC recommends the 2 Pieces of Garland Per Pole Option for your consideration. It should be sufficient enough of supplies to decorate the poles beautifully.

Signatures;

Customer
City of Bixby, Ok

Cody Fuentes
We Love Lawns, LLC

City of Bixby Estimate Christmas Tree Estimate

Scope of Work;

We Love Lawns, LLC is to provide material, installation, maintenance, and removal of a Led 22' Christmas tree to be located in Charley Young Event Park.

Installation will include, but not be limited to, the purchase, Installation, maintenance, and removal of a 22' Christmas tree. The tree can be added on to in subsequent years in 4' increments.

We Love Lawns, LLC is to provide ALL materials for the completion of this project. Our services will include a one year of warranty of any material defect of the lighting materials and a seasonal warranty on the installation of provided materials.

Upon completion, the City of Bixby will retain ownership of the materials provided to the City of Bixby by We Love Lawns, LLC.

NOTE: This project is solely dependent on the ability to secure material for the accepted option of this project due to MASSIVE shipping backlogs, and the Covid-19 environment. Please contact me for additional details, if necessary.

Total Cost for Installation and Removal;

**Traditional 22' LED Panel Tree (MULTI Color OR Solid Color) –
\$16390.00**

Animated 22' LED Panel Tree w/ 5 Licensed Songs - \$38426.00

Cost Includes ALL necessary material for complete installation and removal of tree, including the LED lit 22' Christmas Tree, shipping and related materials for installation.

Installation Cost and Removal of Tree; \$1700

Signatures;

Customer
City of Bixby, Ok

Cody Fuentes
We Love Lawns, LLC

City of Bixby Estimate Dawes Building

Scope of Work;

We Love Lawns, LLC is to provide material, installation, maintenance, and removal of Christmas Lighting around City of Bixby Dawes Building.

Installation will include, but not be limited to the lighting of the roof perimeter of the Dawes Building.

We Love Lawns, LLC is to provide ALL materials for the completion of this project. Our services will include a one year warranty of any material defect of the lighting materials and a seasonal warranty on the installation of provided materials.

Upon completion, the City of Bixby will retain ownership of the materials provided to the City of Bixby by We Love Lawns, LLC.

Total Cost for Installation and Removal;

OPTION 1 (ENTIRE STRUCTURE); \$2100

Approximately 475' Linear Ft of C9 LED Lighting

Labor; \$1000

Materials; \$1100

Addendum; Magnetic Clips (Included in Price)

OPTION 2; \$1900

Approximately 425' Linear Ft of C9 Lighting

Note; this option does not include 5 12' sections of lighting at the Dawes Building that faces the Alley.

Labor; \$900

Materials; \$1000

Addendum; Magnetic Clips (Included in Price)

We Love Lawns, LLC recommends option ONE for a complete and finished look for the holiday season.

NOTE; IF project is mismeasured, in any way, We Love Lawns, LLC will ensure FULL completion and satisfaction of the project in its entirety and incur any added expense. Therefore there will NOT ANY additional cost billed to the City of Bixby.

Signatures;

Customer
City of Bixby, Ok

Cody Fuentes
We Love Lawns, LLC

Carpenter Decorating



Making Wishes Come True Since 1928

October 5th, 2021

City of Bixby
Mr. Bryan Toney
Box 70
Bixby, Ok, 74008

RE: Holiday Decoration Bid Request.

Dear Mr. Toney :

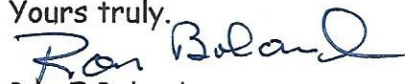
Thank you for the opportunity to quote your request for information for Christmas decorations as shown on the attached excel spreadsheet showing our bids for the Downtown Street Lighting, Bixby City Hall Decorations and the Bixby Public Works Dawes Building Decorations.

The following quotes includes C7 LED bulbs provided by the Minleon company who is considered the Cadillac of bulbs in our industry. Shipping is not included as it will depend on what you will actually be ordering.

As you view the spreadsheet you may change the quantity , for example the number of light poles , and the results will be automatically computed for you.

I am also attaching a picture showing you the different types of bows and garland you may choose. I provided three different red bows for your choosing. All are the same price. Like wise for the branch garland.

Yours truly,



Ron E Boland

Your Carpenter Decorating Representative

Let's Do Business

3715 South 99th E. Avenue. Tulsa, Oklahoma 74146-2428. Phone (918) 630-5331 Fax (918) 205-9032



PO Box 1592 | Owasso, OK 74055
9184066737 | contact@redbudlawn.com | www.redbudlawn.com

RECIPIENT:

City of Bixby

116 West Needles Ave
Bixby, OK 74008

Quote #677

Sent on 10/06/2021

Total \$84,725.00

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Christmas Light Service (Charley Young Event Park)	Installation and Takedown of customer supplied C9 LED Bulb (per foot)	2000	\$3.00	\$6,000.00
Christmas Light Service(Charley Young Event Park)	Installation and Takedown of customers M5 or G12 and setting up figurines in Various locations around premises, up to one day	750	\$2.10	\$1,575.00
Christmas Light Service(Charley Young Event Park)	Installation and Takedown of customer supplied garland and bow for non powered light poles	14	\$80.00	\$1,120.00
Pre Lit Garland and Bow Installation with Timer	Wrap light pole with pre-lit garland and bow at the top.	157	\$295.00	\$46,315.00
Pre Lit Garland and Bow Installation with Timer (Purchase Price)	Wrap light pole with pre-lit garland and bow at the top.	0	\$225.00	\$0.00
Pre Lit Garland and Bow Installation with Timer Install Price	Wrap light pole with pre-lit garland and bow at the top.	0	\$95.00	\$0.00
Magnet Clips	Replacement magnetic clips	2850	\$1.15	\$3,277.50
Christmas Tree	23ft C7 Warm White Christmas Tree * this price is to purchase the tree only, no labor installation included.	1	\$18,250.00	\$18,250.00
Christmas Light Service (Police Station)	Installation and Takedown of C9 LED Bulb (per foot)	425	\$3.75	\$1,593.75
Christmas Light Service (Fire Station)	Installation and Takedown of C9 LED Bulb (per foot)	450	\$3.75	\$1,687.50
Purchase Charge C9 per foot	This would be added to Total price on top of first year installation and take down to purchase all materials used for this job. When purchasing lights, you will no longer receive any storage or maintenance on this project	875	\$2.75	\$2,406.25
Christmas Light Service (Install Price)	Installation and Takedown of C9 LED Bulb (per foot)	0	\$3.00	\$0.00
Christmas Light Service	Installation and Takedown of 23' Christmas tree.	1	\$2,500.00	\$2,500.00



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Total

\$84,725.00

Thank you for the opportunity to earn your business. On our Christmas Light Rental program, we offer a returning client discount. For your first and second year back, receive 10% off your total price.

Thank you for contacting us regarding your property maintenance. If you have any questions please feel free to contact us back at your convenience. Thank you for the opportunity to earn your business.

To authorize Redbud Property Maintenance to complete the following work, please sign quote and return.

After completion of the approved work, if payment is not received by the invoice due date, a 2% monthly late fee will be added to the invoice.

Signature: _____ **Date:** _____