

City of Bixby City Council Meeting Minutes

**City Hall Municipal Building
116 W Needles, Bixby, OK 74008
November 8, 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 November 5th 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.

Members Present

Guthrie
Blair
Girard
Crawford

Staff Present

Jared Cottle, City Manager
Phil Frazier, City Attorney
Charles Barnes, Finance Dir.
Bea Aamodt, Public Works Dir.
Todd Blish, 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 10/25/21.
- b) Minutes of the City Council Regular meeting minutes dated 10/25/21.
- c) Consider and or approve denial claim from Oklahoma Municipal Assurance Group (OMAG) to Gary Robertson.
- d) Discuss and/or take action on a Resolution authorizing inspection of City bridges by Tulsa County.

- e) Accept the infrastructure at Chisholm Ranch (Phase 2) Development, located at S 121st St between Mingo & Garnett, into the City's infrastructure.
- f) Accept the infrastructure at South Memorial Business Park Development, located at S 126th St and S 76th E Ave, into the City's infrastructure.
- g) Accept the infrastructure at River Crest (Phase 1) Development, located at S 131st St and S 74th E Ave, into the City's infrastructure.
- h) Discuss and/or take action on authorizing Staff to solicit proposals for Construction Management Services for upcoming building construction projects.
- i) Approve final acceptance of the 131st Rehabilitation Project with a final contract amount of \$1,217,719.00.
- j) Discuss and/or take action on request for Tier One (1) event status by Bixby Rotary Club for the Annual Bixby Christmas Parade on December 11th, 2021.
- k) Discuss and/or take action on request for Tier One (1) event status by Bixby Metro Chamber of Commerce of the Buy Bixby Drawing on December 11th, 2021.

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. 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 item #1 on the Regular Agenda is:

Consider and adopt a Proclamation declaring Saturday, November 27, 2021 as "Small Business Saturday" in the City of Bixby.

Presented by: Mayor Guthrie

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

No: None.

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

Discuss and/or approve Change Order #5 for the Bixby Water Reclamation Facility Project for \$562,419.91.

Presented by: Bea Aamodt

This item was brought to council for approval of the Change Order for the Bixby Water Reclamation Facility Project. Public Works Director Bea Aamodt gave council updates on the project.

Mayor Guthrie asked for a motion on item #2. Councilor Girard made motion to 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 said on Item #3 on the Regular Agenda is:

1. Motion to enter into Executive Session:

- a) *Confidential communications and discussions among the City Council and its attorney concerning potential litigation regarding the Downtown Streetscape Project schedule and claims by Paragon. Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes Section 307.B.4.*
- 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.*

- c) *Discussion on negotiations and/or purchase or lease of certain real property at 101 E. Dawes, owned by Cash & Catherine D Stevenson. Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.3*

Presented by: Mayor Guthrie

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

Carried 4-0

Yes: Girard, Crawford, Blair, Guthrie.

No: None.

Recess at 6:23 p.m.

Reconvene at 8:19 p.m.

Mayor Guthrie stated that no action was taken in Executive Session.

Mayor Guthrie said on Item #4 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 #4. 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 #5 on the Regular Agenda is:

Discuss and/or take action on awarding contract to Paragon Contractors for the 2021 CIRP – North Asphalt Rehabilitation; Paragon Contractors submitted the lowest and best bid of \$1,581,280.00.

Presented by: Bea Aamodt

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

Carried 4-0

Yes: Crawford, Guthrie, Girard, Blair

No: None

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

Discuss and/or take action on awarding contract to A&A Asphalt for the 2021 CIRP – South Asphalt Rehabilitation; A&A Asphalt submitted the lowest and best bid of \$1,409,150.00.

Presented by: Bea Aamodt

Mayor Guthrie asked for a motion on item #6. 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 #7 on the Regular Agenda is:

Discuss and/or take action on Final Change Order and adjustment of quantities for the Downtown Streetscape Project.

Presented by: Jared Cottle

This item was continued.

Mayor Guthrie said on Item #8 on the Regular Agenda is:

Discuss and/or take action on Agreement with Rockwood Development, LLC for infrastructure installation for the TIF No. 2 site.

Presented by: Jared Cottle

This item was continued.

Mayor Guthrie said on Item #9 on the Regular Agenda is:

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.

Presented by: Mayor Guthrie

Mayor Guthrie said on Item #10 on the Regular Agenda is:

Consider and/or take action, if necessary, on the lease or purchase of real estate at 101 E. Dawes, owned by Cash & Catherine D Stevenson.

Presented by: Mayor Guthrie

This item was continued.

Mayor Guthrie said on Item #11 on the Regular Agenda is:

Discuss and/or take action on Downtown TIF district creation within the City of Bixby.

Presented by: Jared Cottle

This item was brought to council for an economic development incentive program. City Manager Jared Cottle would like approval to direct staff to start the process for a TIF creation.

Mayor Guthrie asked for a motion on item #11. 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 #12 on the Regular Agenda is:

Discuss and/or take action on Industrial Park TIF district creation within the City of Bixby.

Presented by: Jared Cottle

Mayor Guthrie asked for a motion on item #12. 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 #13 on the Regular Agenda is:

City Managers' Report

- City offices will be closed Thursday for Veterans Day, and Thanksgiving Day and the next day.
- Winter Wonderland Skating Rink will be coming up, please follow on the City's Facebook page.
- Thanksgiving night will be the festival of trees sponsored by the Bixby Historical Society starting at 5:30 p.m.
- Bixby Community Center will have their Holiday Arts and Crafts on December 4th at 9:00 am to 4:00 p.m.
- Charley Young Park will have the lighting ceremony starting at 5:00 p.m.
- BTC is hosting a toy drive for the Bixby Outreach Center on December 10th from 11:00 am to 10:00 pm.
- Bixby Christmas Parade will be December 11, starting at 6:15 p.m. with KXOJ doing a live broadcast with the drawing of the Buy Bixby Tickets.

Mayor Guthrie said on Item #14 on the Regular Agenda is:

New Business

There being none.

Adjournment was called at 8:32 p.m.

Mayor

Attest

City Clerk

City of Bixby BPWA Meeting Minutes

**City Hall Municipal Building
116 W Needles, Bixby, OK 74008
November 8th 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 November 5th on or before 6:00 p.m.

Mayor Guthrie called the meeting to order at 8:32 p.m.

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.
Bea Aamodt, PW Director
Justin Dowd, Asst. Engineer
Todd Blish, Police Chief
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 10/25/21.

Mayor Guthrie asked for a motion on the BPWA consent agenda. Councilor Girard made motion to 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 said on Item #1 on the Regular BPWA agenda is:

New Business

There being none.

Adjournment was called at 8:33 p.m.

MAYOR

ATTEST

SECRETARY