

City Council Work Session Meeting Minutes

Dawes Conference Room
113 W. Dawes Ave., Bixby, OK 74008
January 8, 2024 at 5:00 PM

The agenda for the regularly scheduled meeting of the City Council Work Session of the city of Bixby was posted on the bulletin board at City Hall, 116 West Needles Avenue, Bixby, Oklahoma on January 5, 2024, on or before 5:00 p.m.

Call to Order

Mayor Guthrie called the City Council Work Session Meeting to order at 5:03 pm.

Roll Call

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

Members Present

Mayor Guthrie
Vice Mayor Founds
Councilor Girard
Councilor Revelis
Councilor Hirshey

Staff Present

Jared Cottle, City Manager (Not Present)
Shannon Duran, City Clerk
Phil Frazier, City Attorney
Charles Barnes, Finance Director
Bea Aamodt, Public Works Director
Joey Wiedel, Development Services Director
Todd Blish, Police Chief
Mike Butler, Fire Chief
Justin Dowd, City Engineer
Bryan Toney, Public Information Officer

Agenda

- 1) Discussion on Senior transport services.

Mayor Guthrie said Item 1 on the Agenda discusses senior transport services.
Item presented by Charles Barnes, Finance Director
Others who spoke:

Charles Barnes presented a cost analysis for the bus for fuel, repairs, and driver costs reimbursement to the council. Charles requested direction from the council on what to do with the bus: whether to continue with the surplus process, donate it, or sell it. Council stated that they would like to see if there is a possibility to give back to senior services or back to the City of Bixby community. Discussion ensued.

Mayor Guthrie requested that the surplus of the bus be discussed and considered at the next City Council meeting.

2) Discussion on potential Municipal Court Community Service program.

Mayor Guthrie said Item 2 on the agenda discusses a potential municipal court community service program.

Item presented by Phil Frazer, City Attorney

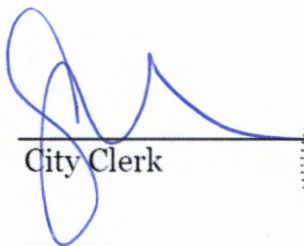
Others who spoke: Jason Rush, Municipal Judge

Phil Frazer proposed a potential new Municipal Court community service program to the council for consideration. Municipal Judge states that the program would benefit teenagers and younger adults with traffic citations. The council agrees that the program sounds like it could be beneficial and suggests staff make a plan for further discussion. Liability concerns were discussed along with the process of implementing the program. Discussion ensued.

Councilor proposed that city staff create a list of departments, tasks, and projects where the community service could be completed.

3) Adjournment

An adjournment was called at 5:46 p.m.


City Clerk
Mayor

**AGREEMENT BETWEEN THE CITY OF BIXBY, OKLAHOMA
AND
BIXBY SENIOR CITIZENS, INC.**

WHEREAS, Bixby Senior Citizens, Inc. has requested certain financial assistance from the City of Bixby in the operation of its transportation services for senior citizens who are residents of the City of Bixby; and,

Whereas, the City of Bixby will offer the following financial assistance in return for the following conditions to be performed by Bixby Senior Citizens, Inc., to-wit:

City of Bixby will provide:

1. \$500.00 per month for van driver expenses.
2. Up to \$4,000.00 annually for maintenance expenses and insurance reimbursement for the van. Bixby Senior Citizens, Inc. is to provide documented expense receipts to the Bixby City Treasure.
3. Provide fuel expenses for the van.

Bixby Senior Citizens, Inc. will provide:

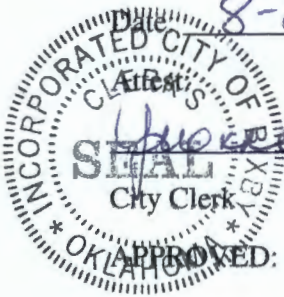
1. Public education to the community in Newsletter, Social Media, etc. as to contact information ride schedules and routes.
2. Monthly reports as to ride contacts and rides provided with Autumn Park residents and at-large population differentiated.
3. **Equal access to seniors city-wide.**

This Agreement will be for one year from the date of final execution by all parties hereto, but will be subject to a performance review by the City in six (6) months after inception, which, depending upon results could lead to termination of the Agreement with thirty (30) days advance notice to Bixby Senior Citizens, Inc..

APPROVED:

Date: 8-27-18

Attest:
Huon Adams
City Clerk



APPROVED:

Date: 8-21-16

CITY OF BIXBY, OKLAHOMA

[Signature]
Mayor

BIXBY SENIOR CITIZENS, INC.

By: [Signature]
President

Attachment
Handout
Provided to
Council for
Item 1

Tracking Spending on Senior Citizens Bus Expenses since FY19 Agreement
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Maintenance Expenses	FY19	FY20	FY21	FY22	FY23	FY24	Total
Insurance on bus	686.00	-					686.00
Bus repairs	754.87	1,374.30	948.38	790.14	894.79	25.50	4,787.98
Max. \$4,000 for contract year	1,440.87	1,374.30	948.38	790.14	894.79	25.50	5,473.98
Driver Expenses	2,740.00	5,345.00	1,730.19	3,250.00	2,200.00	1,500.00	16,765.19
(\$500 per month max.)							
Fuel Expenses	968.67	837.80			696.25		2,502.72
Total Expenses	5,149.54	7,557.10	2,678.57	4,040.14	3,791.04	1,525.50	24,741.89



E450

BIXBY SENIORS INC.
918-369-4160



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918-369-4160

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SUPER DUTY

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