

City Council Work Session Meeting Minutes

Dawes Conference Room
113 W. Dawes Ave., Bixby, OK 74008
January 22, 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 19, 2024, on or before 5:00 p.m.

Call to Order

Mayor Guthrie called the City Council Work Session Meeting to order at 5:04 p.m.

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
Shannon Duran, City Clerk
Phil Frazier, City Attorney
Charles Barnes, Finance 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) Presentation and discussion on MyGov launch.

Mayor Guthrie said item 1 on the agenda is up for discussion.

Item presented by Bryan Toney, Public Information Officer, Shannon Duran, City Clerk and Joey Wiedel, Development Services Director

Others who spoke: Jared Cottle, City Manager and Charles Barnes, Finance Director

Jared Cottle gave a prefix to the council about the launch of MyGov. Bryan Toney updated the council on the successful launch of MyGov. He also let the council know that the issues with addresses and GIS have been resolved. Joey Wiedel updated the council on the permitting side of MyGov. He let the council know that staff has been and will continue to host MyGov open houses for contractors and builders so they can easily register, navigate the program, and ask questions.

He also assured the council that, like the City of Chickasha, we may see an increase in revenue due to the new program that streamlines permitting and licensing processes.

Charles Barnes requested guidance from the council on consolidating all trade permits under a single G/L code. Mr. Wiedel did suggest that if the council requires a breakdown of permits issued for each trade, a report can be generated using MyGov.

Shannon Duran updated the council on the licensing side of MyGov. Mayor Guthrie inquired about any fees charged for using a credit card. Discussion ensued. The council had no further questions for staff.

2) Presentation and discussion on Municode launch.

Mayor Guthrie said item 2 on the agenda is up for discussion.

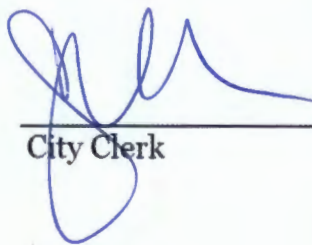
Item presented by Shannon Duran, City Clerk

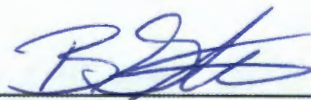
Others who spoke:

City Clerk Shannon Duran presented the new launch of Municode. She stated that this platform will enable the upload of all ordinances soon after they are passed by the City Council. Although ordinance supplementation will still be done yearly, this new system will allow users to view updated codes. Mayor Guthrie inquired about the search feature of Municode, to which Ms. Duran replied that the search feature is user-friendly. The council had no further questions for staff.

3) Adjournment

An adjournment was called at 5:36 p.m.



City Clerk

Mayor