

City Council Work Session Meeting Minutes

Dawes Conference Room
113 W. Dawes Ave., Bixby, OK 74008
June 10, 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 June 7, 2024, on or before 5:00 p.m.

Call to Order

Mayor Guthrie called the Bixby Work Session Meeting to order at 5:00 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 Hirshey
Councilor Schultz

Staff Present

Jared Cottle, City Manager
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
Joe Sherrell, Interim Fire Chief
Bryan Toney, Public Information Officer

Agenda

- 1) Presentation and discussion on mowing financial analysis.

Mayor Guthrie said item 1 on the agenda was up for discussion.
Item presented by Bea Aamodt, Public Works Director
Others who spoke: John Wood, Parks Director

Public Works Director Bea Aamodt delivered a comprehensive presentation on the financial analysis of mowing operations. Her presentation provided a detailed review, including an examination of costs, benefits, and potential areas for improvement. A handout was distributed to the council and will be attached to these minutes. The discussion covered current expenditures on mowing, such as labor, equipment, and maintenance costs. Ms. Aamodt concluded that in-house mowing operations would be more expensive than outsourcing the work. Following her

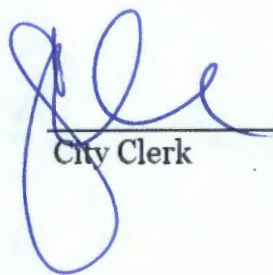
presentation, there was a discussion among staff and council members.

Councilor Girard recommended to Ms. Aamodt that, for the sake of transparency, the public should be informed about the current status of the mowing schedule. Ms. Aamodt agreed with the suggestion.

Mayor Guthrie asked John Wood about the mowing of the new park. Mr. Wood stated that his team is getting quicker at the mowing and maintenance of the new park. Discussion ensued.

2) Adjournment

An adjournment was called at 5:37 pm


City Clerk




V. e. — Mayor

Proposed schedule for analyzing in-house mowing

Fry Creek
 Bixby Creek
 Haikey Creek
 Levee
 South Drainage Ponds
 Group A and B
 Group C
 Group D
 Bixhoma Lake
 Quail Creek
 Washington Irving
 Water Treatment Property

m	t	w	r	f		m	t	w	r	f		m	t	w	r	f		m	t	w	r	f
	Team 1																					
						Team 1																
															Team 1 + RC Mower							
						Team 3																
	Team 2																					
														Team 2								
	Team 3					Team 2																
	Parks RC													Team 3								

Team 1 = Drainage Ditches

Team 2 = North ROW

Team 3 = South ROW, Levee, and support

RC = Parks

Financial Analysis for Potential In-house City Property Mowing

	Manpower Hours (1 pass)	Number of Employees	Labor Hours	Labor Rate	Labor Cost Subtotal (1 pass)	Labor Total (Season)	Equipment Total (Season)	Area Total (Season)	Spraying
ROW Mowing -Team 2 Group A, B, and C	80	3	240	\$29.41	\$7,058.40	\$98,817.60	\$14,875.88	\$113,693.48	
ROW Mowing -Team 3 Group D	40	2	80	\$29.41	\$2,352.80	\$32,939.20	\$12,323.38	\$45,262.58	
ROW Mowing -Team 3 Levee and South Drainage	24	2	48	\$29.41	\$1,411.68	\$9,881.76		\$9,881.76	
FRY CREEK - Team 1 Fry Creek mowing (240 acres) Spraying	55	3	165	\$29.41	\$4,852.65	\$33,968.55	\$20,339.17	\$54,307.72	\$10,000.00
BIXBY CREEK - Team 1 Bixby Creek mowing Spraying	33	3	99	\$29.41	\$2,911.59	\$20,381.13		\$20,381.13	\$5,000.00
HAIKEY CREEK - Team 1 Fry Creek mowing Spraying	60	3	180	\$29.41	\$5,293.80	\$37,056.60		\$37,056.60	\$15,000.00
Fuel= \$ 15,000.00									

GRAND TOTAL FOR SEASON **\$295,583.26** \$30,000.00
\$325,583.26

Labor Crew Req'd 8.0 people (based on total working hours per pass)
At =29.41/hr (with benefits) = \$ 489,382.40

Equipment	Capital Cost		Quantity		Total Cost			Life Cycle (Yrs)	Yearly Cost	By Team			
Tractors	\$	83,000	1	\$	83,000	\$	6,916.67	\$	83,000	12	\$	6,916.67	1
Bat Wing	\$	21,000	1	\$	21,000	\$	3,000.00	\$	21,000	7	\$	3,000.00	1
100" Z-turn	\$	35,000	1	\$	35,000	\$	4,375.00	\$	35,000	8	\$	4,375.00	2
72" Z-turn	\$	20,580	2	\$	20,580	\$	2,572.50	\$	41,160	8	\$	5,145.00	1, 3
60" Z--turn	\$	13,207	2	\$	13,207	\$	1,650.88	\$	26,414	8	\$	3,301.75	2, 3
Trucks	\$	71,000	3	\$	71,000	\$	7,100.00	\$	213,000	10	\$	21,300.00	1, 2, 3
Trailers	\$	20,000	2	\$	20,000	\$	1,000.00	\$	40,000	20	\$	2,000.00	2, 3
Weed Eaters	\$	500	6	\$	500	\$	250.00	\$	3,000	2	\$	1,500.00	1 (3), 2 (3)
						\$	462,574						

Total Yearly Cost \$ 47,538.42
Estimated Fuel|| \$15,000.00

Equipment by Team

Team 1	\$ 20,339.17
Team 2	\$ 14,875.88
Team 3	\$ 12,323.38

Cost of Labor for 12 months \$ 489,382.40
with equip, fuel, spraying \$ 581,920.82

	SourceOne Management Services	Boca Outdoors, LLC	Prodigy	Grand Total for 7 Months Mowing Contract	Apparent City costs - labor and equipment (7 mo season)	Real City costs - with additional 5-months of labor
GROUP A - North Detention South Country(1 pond), Shannondale (2 ponds), Oliphant, Lowe's						
TOTAL(per pass)	\$976.00			\$13,664.00		
GROUP B- North Arterial Streets & Memorial Memorial- Medians from 111th to 115th .3 mile						
East side between 111th & 118th .6 mile						
West side between 118th & 121st. .3 mile						
West sdie from Braums to 131st & East side from south of North Carolina Furniture to 131st. .9 mile						
East side between 131st & north side of Arkansas River. 1.0 mile						
Mingo from 121st to 131st 1.0 mile						
121st from Memorial to Sheridan 1.0 mile						
121st north side from east of Drug Warehouse to 85th (incl. .05 ac lot)						
121st south side from east of McDonalds to 85th						
121st north side from Twin Creeks to Mingo						
121st. South side from Fry 1 bridge to Mingo						
131st from Memorial to Mingo 1.0 mile						
TOTAL(per pass)	\$2,989.00			\$41,846.00		
GROUP C - South Bixby Highways Memorial Dr.(non-curbed)- West & east side between south side of Arkansas River & 151st. .07 mile						
West & east side between 151st & 174th 2.3 mile						
Highway 67(curbed)- Norht & south from Memorial to Yale 2.0 mile						
Highway 67(non-curbed)- North & south from Yale to City limits. 1.5 mile						
Medians 151st from Yale to City Limits 1.5 mle						
West side on Yale from HWY 67 to Falcon Ridge .2 mile						
Highway 64 from Memorial to Mingo aka the curve 1.0 mile						
TOTAL(per pass)	\$2,627.00					
ALTERNATE BID I Kimberly Clark	\$1,624.00					
Group C Grand Total (per pass)	\$4,251.00			\$59,514.00		
		TEAM 2 mowing groups total		\$115,024.00	\$ 113,693.48	\$ 198,394.28
GROUP D- SOUTH BIXBY ARTERIALS						
141st from Memorial to Sheridan, Incl. frontatge road 1.0 mile						
Mingo from 151st to 174th 2.5 mile						
Sheridan from 141st to 171st 3.0 mile						
161st from Sheridan to Mingo 1.5 mile						
TOTAL(per pass)			\$1,350.00	\$18,900.00		
GROUP 1 – Saker Ponds						
Saker 1 and 2- Bank Area Only 3.85 acres	\$577.50					
Saker 1- Pond Bottom Area Only 7.3 acres	\$1,095.00					
Saker 2- Pond Bottom Area Only 6.22 acres	\$933.00			\$18,238.50		
Saker 1 and 2 spraying (per application, 2 minimum) 2 applications	\$3,039.75					
TOTAL(per pass)						
GROUP 2 – John's Park Ponds						
John's Park 1 and 2 - Bank Area Only 8.25 acres	\$1,237.50					
John's Park 1- Pond Bottom Area Only 4.3 acres	\$645.00					
John's Park 2- Pond Bottom Area Only 5.72 acres	\$858.00			\$19,183.50		
John's Park 1 and 2 spraying (per application, 2 minimi 2 applications	\$3,197.25					
TOTAL(per pass)						
Haikey Creek Levee mowing, 34 Acres	\$1,495.00			\$10,465.00		
Haikey Creek Levee spraying (per application, 2 minimi	\$3,995.00					
		TEAM 3 mowing groups total		\$66,787.00	\$ 55,144.34	\$134,668.98
GROUP E - BIXBY CREEK FLOOD PROTECTION CHANNEL						
Bixby Creek mowing (100 acres)						
TOTAL(per pass)		\$5,500.00		\$38,500.00		
Bixby Creek spraying (per application, 2 min.)						
TOTAL(per pass)		\$4,500.00				
Group E Grand Total (per pass)						
GROUP F - FRY CREEK						
Fry Ditch 1 mowing	\$ 3,670.00					
Fry Ditch 2 mowing	\$ 5,030.00					
Fry Tributary	\$ 255.00					
TOTAL(per pass)	\$8,955.00			\$62,685.00		
Fry Ditch 1 spraying (per application, 2 min.)	\$4,025.00					
Fry Ditch 2 spraying (per application, 2 min.)	\$5,515.00					
TOTAL(per pass)	\$9,540.00					
Haikey Creek mowing (~114.26 acres)	\$8,500.00			\$59,500.00		
Haikey Creek spraying (per application, 2 minimum)	\$4,050.00					
TOTAL(per pass)						
		TEAM 1 mowing groups total		\$160,685.00	\$ 111,745.45	\$ 203,857.57
		GRAND TOTAL=		\$342,496.00 *	\$ 280,583.26	\$ 536,920.82

*does not include spraying or fuel

\$ 50,249.50

\$15,000

\$ 30,000.00

\$ 581,920.82

total with spraying

\$392,745.50

\$ 325,583.26

total with fuel and spraying