

**Special Work Session Minutes**  
Dawes Conference Room  
113 West Dawes Avenue, Bixby, Oklahoma 74008  
August 8, 2016 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 August 8th, 2016, on or before 5:00 p.m.

Mayor Easton called the meeting to order at 5:03 p.m. All members were present except Councilor Stewart, Vice Mayor Guthrie entered in at 5:31 p.m.

Members Present

King  
Guthrie  
Decatur  
Easton

Staff Present

Jared Cottle, City Manager  
Patrick Boulden, City Attorney  
Charles Barnes, Finance Dir.  
Marcae Hilton, City Planner  
Jason Mohler, Dev. Service Dir.  
Ike Shirley, Police Chief  
Gladys Gill, Deputy City Clerk

**Mayor Easton said item #1 on the Special Work Session agenda is:**

Discussion on the proposed North Heights Addition (BCPA-15, BZ-389 and PUD 93) to the City of Bixby, property located at or near 7749 East 118th Street.

Presented by: Marcae Hilton

Others that spoke: JR Donaldson, Jay Maudling

City Planner Marcae Hilton stated that she wanted to make some clarifications after writing the staff report I had a conversation with Jay Maudling and followed up with the conversation with Mr. Donaldson and in my mind I write them and they are perfectly clear and perhaps they are not so I went a little further in my explanation, and she explained to disregard some comments at the end of the report. Marcae continued to explain that OL and CS with exception of 17 would be allowed in this PUD, the applicant has removed all use units 15 and 18 from the PUD and they removed 17 with the three exceptions and that is oil change, tune ups and vehicle repair. Marcae stated that the Planning Commission had some concerns about once the PUD is approved the next step is to purchase the land and they bring their project to the City for a predevelopment meeting and it want go back to the Planning Commission until it is in the development phases. Marcae stated that Minor Amendments can be done at a staff level and would not go back to the Planning Commission so if it is a Major Amendment to the PUD it would be in the 300 ft. radius and everyone would be notified and that would be one thing to add if that is what you want. Marcae stated that from the last meeting there was a gentlemen there stating there is a restive covenant in the North Heights plats and says that this can only be used as residential, we have spoken with our attorney from the city and we agree with him that is a private matter and it does not impact zoning decisions.

Jay Maudling made some comments on the Comprehensive Plan Amendment.

Discussion Ensued.

Discussion only.

No action taken on this item.

**Mayor Easton said item #2 on the Special Work Session agenda is:**

Discussion on competitive bids received for providing private, contractual animal shelter services.

Presented by: Ike Shirley

City Manager Jared Cottle stated that we want to get some feedback on this issue, Jared stated that we took a tour of the Broken Arrow Animal Shelter and we wanted council to discuss future plans.

Police Chief Ike Shirley stated that basically we went out for quotes and sent out six (6) veterinary clinics in the City and we received one (1). Ike stated that it was from Dr. Joe Lander which owns the facility that used to be North 40 and his quote was \$4,000 a month for 20 animals and anything over 20 animals is \$100 for each animal per month.

City Manager Jared Cottle stated that when we took our tour at Broken Arrow and they have the top of the line facilities, and we might want to look at other options and continue because Sapulpa is building a shelter, also Broken Arrow maybe an options also Glenpool is interested in some kind of shelter as well. Jared stated that there may be other options to explore. Councilor King stated that Horizon just missed and didn't realize they didn't get their bid in on time and they are still wanting to put their bid in also. Ike Shirley stated that they were due on the 1<sup>st</sup> until 5:00 p.m. Councilor King stated that we made them fill like they didn't have a chance either, and I would like to re-bid it to give them an option and they are right here local. Councilor King explained that his dog got out and he ends up at horizon Animal Clinic shelter and they took care of him, and it was a great experience to find my dog right in town. Councilor King stated that their bid was going to be \$1,500 a month so I think we ought to re-visit it and have someone here locally.

Representative was here from Dr. Joe Lander's clinic stated that this proposal didn't have a lot of direction of to what is expected and wanted to make sure you understand that Dr. Landers is very negotiable on this.

City Manager Jared Cottle stated that in the public we can't be seen to give preference to one group or change the bid to satisfy them, Jared stated that this is one thing we needed to be careful about opening it up again. Mayor Easton stated that we need to look at other options and bring it all back.

Discussion only.

This item will be continued at a later date for more discussion.

**Mayor Easton said item #3 on the Special Work Session agenda is:**

Update on status of the City's Temporary Tree Debris Management Site.

Presented by: Jared Cottle

City Manager Jared Cottle stated that we have agreed to open the site up on a case by case basis with groups that are working in the community on helping the with the debris for people that are in need, and to locate some volunteers to help with loading some of the trucks.

Discussion ensued regarding this agenda item.

**Mayor Easton said item #4 on the Special Work Session agenda is:**

Motion to enter into Executive Session for the following purposes:

Mayor Easton

Discussion on the appraisal and/or purchase of certain real properties near City of Bixby facilities or future facilities, located within the City's Downtown River Corridor development area and near the City's 131<sup>st</sup> & Mingo Intersection Widening Project.

**Authority:** Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.3.

Mayor Easton asked for a motion on item #4. Mayor Easton made motion, seconded by Councilor King. The vote was taken with the following results:

Carried 4-0

Yes: Easton, King, Decatur, Guthrie.

No: None

**Mayor Easton said item #5 on the Special Work Session agenda is:**

Motion to exit Executive Session and reconvene in open session:

Mayor Easton asked for a motion. Councilor King made motion, seconded by Mayor Easton. The vote was taken with the following results:

Carried 4-0

Yes: King, Easton, Decatur, Guthrie

No: None

Adjournment was at 5:42 p.m.

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MAYOR

ATTEST

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CITY CLERK