

**City of Bixby  
City Council Meeting  
Minutes  
City Hall Municipal Building  
116 W Needles, Bixby, OK 74008  
October 10, 2016 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 October 7, 2016 on or before 5:00 p.m.

Mayor Easton called the meeting to order at 6:05 p.m.

Yvonne Adams City Clerk called the roll and all members were present.

**Members Present**

**Guthrie  
Decatur  
Stewart  
King  
Easton**

**Staff Present**

**Patrick Boulden, City Attorney  
Jared Cottle, City Manager  
Ike Shirley, Police Chief  
Charles Barnes, Finance Dir.  
Bea Aamodt, Public Works Dir.  
Don Cash, Parks Director  
Marcae Hilton, City Planner  
Jason Mohler, Dev. Services Dir.  
Yvonne Adams, City Clerk**

**PLEDGE OF ALLEGIANCE**

**Invocation was given by City Clerk Yvonne Adams**

**Mayor Easton welcomed the Webelos Scout group Pack 41 in Bixby.**

**Mayor Easton said Item #1 on the Consent Agenda is:**

**CITY CLERKS REPORT**

Consider and approve:

- a) Minutes for the Regular City Council meeting dated 09/29/16.
- b) Minutes for the Special Work Session meeting dated 09/26/16.
- c) Accepting infrastructure in the Willow Creek Development, located at 131<sup>st</sup> and Mingo, into the City's infrastructure.
- d) Accepting infrastructure in the Somerset Development located at 121<sup>st</sup> and Sheridan, into the City's infrastructure.
- e) Accepting 4" waterline at Leonard into the City's infrastructure.
- f) 2016 Agreement with the Oklahoma Tax Commission for Administration of the Sales and Use Tax.
- g) Purchase two trucks for Parks Department from John Vance Auto Group for the amount of \$75,162.25. Approved from 2016-2017 Capital Improvement

Fund. State contract pricing. Request replacement and surplus of two trucks, 2007 Dodge Dakota and 2008 Ford F-250.

- h) Purchase from Professional Turf Products for Parks Department for a 7200 6' mower, verticutter reels, sprayer/spreader, and 4000-D 11' mower in the amount of \$99,962.82. Approved from 2016-2017 Capital Improvement Fund. State Contract pricing. Request replacement and surplus of two mowers and spreader, 2011 16' mower, 2007 Toro Z-mower 6' mower and 2015 Como's fertilizer spreader.
- i) Purchase tractor from Stewart Martin Kubota for the Parks Department in the amount of \$70,352.76. Approved from 2016-2017 Capital Improvement Fund. State contract pricing.
- j) A Proclamation declaring Saturday, November 26, 2016, as "Small Business Saturday" in the City of Bixby.
- k) Waiver of sign permit and Washington Irving Park user fees for the October 15, 2016 Washington Irving Festival, co-sponsored by the Bixby Metro Chamber of Commerce and the City of Bixby.
- l) Authorize re-advertising for bids for the Channel Excavation Phases of the project along with the Ancillary Construction Phases of the Vision 2025 Haikey Creek Flood Protection Project and a purchase order for advertisement costs.

Mayor Easton asked if there are any questions or amendments to the consent agenda. Mayor Easton asked for a motion on the consent agenda. Councilor Stewart made motion to approve, seconded by Councilor Decatur. The vote was taken with the following results:

Carried 5-0

Yes: Stewart, Decatur, King, Guthrie, Easton.

No: None.

**Mayor Easton said item #1 on the Regular Agenda is:**

Discussion and action on the approval of rezoning applications BXZO-16.06, (Conrad Farms Development Areas A & B), BXZO-16.07 (Conrad Farms Development Area C-1) and BXPUD-16.04 (Conrad Farms, a major amendment to PUDs 75 & 85). Rezoning certain properties from an Agriculture District to Residential and General Commercial Districts. The properties are generally located near the 7400 block of East 151<sup>st</sup> Street and spans, in-part, west to South Sheridan Road and from East 151<sup>st</sup> Street south to East 161<sup>st</sup> Street. Action includes approval of Rezoning Ordinance No. 2198 and separate approval of its Emergency Clause.

Presented by: Marcae Hilton

Others that spoke: Rickey Jones Tanner Consulting

City Planner Marcae Hilton stated that the zoning requests proposed to change Development Area A & B from AG 9 (Agriculture) to CG (General Commercial District), and Development Area C-1 from AG (Agriculture) to RMH (Residential Mobile Home) or RS-3 (Residential Single-family) with the proposed companion PUD for the purpose of a Master Planned, Multi-use Development:

182.19 acres in the part of Section 23, T17N, R13E; the property is generally located near the 7400 Block of 151<sup>st</sup> E. Ave and spans in-part west to Sheridan and from 151<sup>st</sup> Street south to 161<sup>st</sup> Street. Marcae explained that the applicant requests a Major Amendment to PUD 75 and 85 to provide a Master Plan including long-term phased development areas, which encompass the former Conrad Farms (PUD 85- never developed), Leann Acres (PUD 75-never developed) along with newly purchased project areas. Marcae stated that outlined in the Planning Commission Staff Report, Staff believes the surrounding zoning, land use and the physical considerations of the area weigh in favor of all the requests and recommends approval of both the Zoning and PUD. Planning Commission and Staff unanimously recommend approval of zoning cases (BXZO-16.06, BXZO-16.07 Conrad Farms) and the PUD (BXPUD-16.04 Conrad Farms), and recommend your approval.

Ricky Jones of Tanner Consulting stated that at this time the property is owned by Conrad Farms Bixby, LLC and on group is the owner of the total project. Councilor Stewart asked if this is same group from last time, Ricky stated no, this is a different group that is before you two years ago. Ricky stated we respected and like the name so we wanted to keep that tradition alive so that's why we are calling the master plan Conrad Farms. Ricky stated that just briefly that he wanted to thank the staff Marcae and Jason with several meetings and discussion with them and worked all the issues long before the applications was filed and I thank Marcae did a very good job presenting what we are doing with this project and we are trying to set up the frame work for this master plan community and this is with several different pieces and the PUD you saw in the past did not have all of the property that is involved today. Ricky stated that our clients wanted to get those commercial pieces under contract and especially the multi-family to have control over that because they wanted to build and go forward with wouldn't be negatively impacted by something that is going to happen around it, Ricky stated that there are approximately 6 development areas and you can see in the PUD that each in the development areas establishes the frame work, maximum number of dwelling units or use that is permitted establishes square footage percentage of masonry setbacks and so each development has its own development standards, and again Marcae is correct and you will see if it is a commercial property coming in, the PUD site plan and it's in accordance with the development standards. Ricky stated that on the residential pieces you will see the sub-division plat and make sure it conforms to all these standards and we are excited about this project and ready to move forward and ask for your approval.

There was some questions of concerns about green space and flood control from a citizen in the audience for Ricky. Ricky state yes it has and as you know in a PUD we establish standards for minimum house square footage of house size, with the preliminary plat of laying out the lots and with engineering plans that has to be approved by the City so we can go forward and we will allow for flood plain areas with onsite dentition and you will see something similar to the seven lakes concept with open ponds. Ricky stated that what the interest party is asking about wildlife, deer in city's don't make good neighbors and unfortunately there is no provisions made and there will be greenspaces and if there is development the deer will move on to other places, and that's the way development happens.

Heather Straighter lives at 11<sup>th</sup> and Mingo stated that we all knew that Conrad Farms would be developed some day, but it's also has some historical interest that you touched on. Heather stated that what concerns us as citizens is a loss of greenspace and how we are turning into one giant

neighborhood, but as whole and community what are we doing to not wall off every single section and area in Bixby. Heather stated that Conrad Farms would break my heart if it was completely walled off and turned into 700 homes, with memories of taking her kids there and a lot of people consider Conrad's Farms as home and it breaks a little piece of spirit of why people live here.

City Manager Jared Cottle stated that in terms of a community as a whole we are going to be revamping our Comprehensive Plan later this year and that would involve a lot of meetings and taking input on where we want to head on the long haul as a community, our current plan is dates 2001 and we have seen a lot of changes since then and take a broad look at the community and to address your concerns.

Mayor Easton stated that as a city this size probably have more trails and parks than any other city of this size and a lake, and the family wants to sell their property and do what you want them to do they are not going to get any money for their property.

City Attorney Patrick Boulden stated that we would like to have two motions, one to approve the rezoning all three applications, and a separate motion of the passage of the ordinance and emergency clause.

Mayor Easton asked for a motion on Item #1. Mayor Easton made motion to reject, seconded by Vice Mayor Guthrie. The vote was taken with the following results:

Carried 5-0

Yes: Easton, Guthrie, Decatur, King, Stewart.

No: None

Mayor Easton asked for a motion on the Emergency Clause on Item #1. Vice Mayor Guthrie made motion, seconded by Decatur. The vote was taken with the following results:

Carried 5-0

Yes: Guthrie, Decatur, King, Stewart, Easton.

No: None

**Mayor Easton said on Item #2 on the Regular Agenda is:**

Discuss and/or take action on Real Estate Purchase Agreement for the 131<sup>st</sup> and Mingo intersection Widening Project, Southwest corner, Tony Genoff.

Presented by: Jared Cottle

City Manager Jared Cottle stated that this is part of our 2011 bond project at 131<sup>st</sup> and Mingo the intersection project and this is the third of four parcels that we need to acquire and we have reached an agreement with that property owner with the agreement for your approval.

Mayor Easton asked for a motion on Item #2. Councilor Decatur made motion to approve, seconded by Councilor Stewart. The vote was taken with the following results:

Carried 5-0

Yes: Decatur, Stewart, King, Guthrie, Easton

No: None

**Vice Mayor Guthrie said on Item #3 on the Regular Agenda is:**

City Manager's Report

"1<sup>st</sup> QTR City Managers Financial Report"

Presented by: Jared Cottle

- There is a 1<sup>st</sup> Qtr. Financial Report in your packet and if you have any question please let me know.
- Development Services Director Jason Mohler announced that youth basketball sign-ups are open and can sign up on line with registration open until October 19<sup>th</sup> ages from 3<sup>rd</sup> grade through 10<sup>th</sup> grade.
- Fall break through the 20<sup>th</sup>-24<sup>th</sup>.
- Councilor Decatur stated that the Washington Irving Festival is this Saturday and starts at 11:00 am with food trucks and trunk or tricks from 1:00-4:00 and the High School Dram department will be putting on "Sleepy Hollow" at 7:00 p.m. and it's free.

**Mayor Easton said on Item #7 on the Regular Agenda is:**

New Business

There being no new business

Adjournment was called at 6:25 p.m.

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MAYOR

ATTEST

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CITY CLERK

**BIXBY PUBLIC WORKS AUTHORITY MEETING**  
**Board of Trustees**  
**Municipal Building**  
**Minutes**  
**116 W. Needles, Bixby, OK 74008**  
**October 10, 2016 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 October 7 on or before 5:00 p.m.

Mayor Easton called the Bixby Public Works Authority Meeting to order at 6:25 p.m. all members were present.

**Members Present**

**Guthrie**  
**Decatur**  
**Stewart**  
**King**  
**Easton**

**Staff Present**

**Jared Cottle, City Manager**  
**Patrick Boulden, City Attorney**  
**Ike Shirley, Police Chief**  
**Charles Barnes, Finance Dir.**  
**Bea Aamodt, Public Works Dir.**  
**Marcae Hilton, City Planner**  
**Jason Mohler, Dev. Service Dir.**  
**Don Cash, Parks Director**  
**Yvonne Adams, City Clerk**

**Mayor Easton said Item #1 on the BPWA Consent Agenda is:**

**CITY CLERKS REPORT**

Consider and approve:

- a) Minutes for Bixby Public Works Authority regular meeting of 9/12/16.
- b) Services provided by Mabrey Bank for the digital lockbox system to expedite the posting process captured from the barcode on the utility bills at a cost of \$2,065 a month.
- c) Contract with ProServ Business Products, LLC to provide utility billing and mailing services.

Mayor Easton asked if there were any amendments or corrections to the consent agenda. Mayor Easton asked for a motion on the consent agenda. Vice Mayor Guthrie asked about items “b” and “c”, City Manager Jared Cottle explained that with looking at our work load the lock box will help with utilizing staff to be more efficient in other areas of projects and which we will partner with the bank this will cut down on doing in house data entry in which the bank would be able to scan and this would create less human errors, and ProServ Business Products will handle our billing

statements by federal requirement so we have to modify what we are doing and this business does serve a number of municipalities. Vice Mayor Guthrie made motion to approve, seconded by Councilor Stewart. The vote was taken with the following results.

Carried 5-0

Yes: Stewart, King, Decatur, Guthrie Easton.

No: None

**Mayor Easton said on Item #1 on the Regular BPWA agenda is:**

New Business

There being no business.

Adjournment was called at 6:30 p.m.

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MAYOR

ATTEST