

# City of Bixby City Council Meeting Minutes

**City Hall Municipal Building  
116 W Needles, Bixby, OK 74008  
April 12, 2021 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 April 9<sup>th</sup> on or before 6:00 p.m.

Mayor Guthrie called the meeting to order at 6:09 pm.

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

## **Members Present**

Blair  
Girard  
Guthrie  
Crawford  
Easton

## **Staff Present**

Jared Cottle, City Manager  
Phil Frazier, City Attorney  
Charles Barnes, Finance Dir.  
Bea Aamodt, Public Works  
Joey Wiedel, Fire Chief  
John Wood, Parks Director  
Yvonne Adams, City Clerk

## **Pledge of Allegiance**

**Invocation was given by Phil Frazier.**

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

## **City Clerks Report**

Consider and approve:

- a) Minutes of the City Council Regular meeting minutes dated 03/22/21.
- b) Minutes for the City Council meeting dated 03/22/21.
- c) Discuss and approve the proclamation for the National Telecommunicators Week 2021.
- d) Consider and take action on declaring property at 224 East Breckenridge Ave, South, Bixby, Oklahoma, a/k/a Lots 1 and 2, Block 33, Midland Addition Subdivision, to constitute a public nuisance and to direct abatement to proceed pursuant to Bixby City Code.
- e) Discuss and/or take action on accepting the Roadway Reconstruction East 131<sup>st</sup> Street South between Mingo Road and Garnett Road; final project amount of \$191,610.27.

- f) Discuss and/or approve Agreement with O.N.G. for the relocation of O.N.G. facilities to accommodate the proposed 121<sup>st</sup> and Mingo Intersection Widening Project.
- g) Approve renewing mowing contract with B.O.C.A. Outdoors for Fiscal Year 2021 to Mow Right-of-Way.
- h) Approve renewing mowing contract with Source One for Fiscal Year 2021 to mow the Haikey Levee.
- i) Approve renewing mowing contract for Fiscal Year 2021 to mow Bixby Cemetery.
- j) Approve renewing mowing contract with Precision Fencing for Fiscal Year 2021 to mow Fry Creek channels, Bixby Creek channel, and Right-of-Way.
- k) Approve renewing mowing contract with Prodigy Lawn and Care for Fiscal Year 2021 to mow Right-of-Way.
- l) Accept the infrastructure at 126 Memorial Development, located at 126<sup>th</sup> and Memorial, into the City's infrastructure.
- m) Accept the infrastructure at Bungalows at Willows Subdivision, located at 126<sup>th</sup> and Memorial, into the City's infrastructure.
- n) Discuss and/or take action on accepting the Roadway Reconstruction East 131<sup>st</sup> Street Sought between Mingo Road and Garnett Road; final project amount of \$191,610.27.
- o) Approve purchase order in the amount of \$9,752.63 to P.P.I. Testing for materials testing services for the 131<sup>st</sup> St Reconstruction Project.
- p) Approve final acceptance of the Bentley Park Sign Package Project and a final contract amount of \$125,386.53.
- q) Discuss and/or approve Change Order #3 for the Bixby Water Reclamation Facility for extension of time; adding an additional 76 days to the contract, for a total contract time of 806 days.
- r) Request to approve the contract of lawn care services for Fire Station 2, City Hall and the Dawes Building, from DreamScapes of Tulsa for a two-year term not to exceed \$6,480.00 per year with funding from 2021-2022 Operating Budget Fund.
- s) Request to extend lease agreement with J&P Ventures L.L.C., (Cross Creek) for the purpose of additional storage capacity and COVID-19 preparations. Not to exceed \$1400.00 per month, total of \$16,800.00 for one year term.
- t) Consider and approve renewal and extension of MVP sports park agreement.

Public comments are limited to items listed on the agenda.

Those wishing to speak on agenda items will need to appear in the City Council Chambers.

## **The first item to come before the council meeting was the Consent Agenda.**

Mayor Guthrie asked for a motion on the Consent Agenda. Mayor Guthrie asked to pull items “e” and “n”, Councilor Blair asked for item “q” to be discussed because he had some concerns regarding this item. City Manager Jared Cottle and Public Works Director Bea Aamodt gave council details on this item. Steven Buchanan asked to speak on item “d” concerning property for abatement and would like to get an extension to finish cleaning it up. City Attorney Phil Frazier stated that from looking at the property Mr. Buchanan has made some progress on it and would be comfortable extending his request. Vice Mayor Easton made motion to approve seconded by Councilor Crawford. The vote was taken with the following results:

Carried 5-0

Yes: Easton, Crawford, Girard, Blair, Guthrie.

No: None.

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

Consider, discuss and recognize Vice Mayor John Easton’s service to the City of Bixby.

Presented by: Mayor Guthrie

This item was for Vice Mayor John Easton and his service to the City of Bixby. Mayor Guthrie gave spoke about John Easton’s time and dedication and presented him with a plaque in appreciation of his commitment to the City of Bixby. Others spoke also about his accomplishments during his 12 years as councilor, Mayor and Vice Mayor.

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

Consider, discuss and confirm Mr. Jeff Sloan to the Bixby Board of Adjustment.

Presented by: Mayor Guthrie

This item was to confirm Mr. Jeff Sloan to the Bixby Board of Adjustment.

Mayor Guthrie asked for a motion on item #2. Councilor Girard made motion to approve, seconded by Councilor Crawford. The vote was taken with the following results:

Carried 5-0

Yes: Girard, Crawford, Blair, Easton, Guthrie.

No: None.

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

Consider, discuss and confirm Mr. Steve Hobbs to the Bixby Planning Commission.

Presented by: Mayor Guthrie

This item was to confirm Mr. Steve Hobbs to the Bixby Planning Commission.

Mayor Guthrie asked for a motion for item #3. Councilor Blair made motion to approve, seconded by Councilor Crawford. The vote was taken with the following results:

Carried 5-0

Yes: Blair, Crawford, Girard, Easton, Guthrie.

No: None.

**Mayor Guthrie said on Item #4 on the Regular Agenda is:**

Discuss Eagle Scout project at Bixhoma Lake.

Presented by: John Wood

This item was brought to council by Eagle Scout Alex Rossow for council to approve the project clearing overgrown brush on the trail to be easier and safer for hiking.

Mayor Guthrie asked for a motion on item 4. Vice Mayor Easton made motion to approve, seconded by Councilor Blair. The vote was taken with the following results:

Carried 5-0

Yes: Easton, Blair, Crawford, Girard, Guthrie.

No: None.

**Mayor Guthrie said on Item #5 on the Regular Agenda is:**

Consider, discuss, and approve Ordinance Number 2333, Bixby Easement Closure number 21.02 **Tanner-Ruhl**. An easement closure of a utility easement in the side yard of a property located in Section 2 Township 17 North Range 13 East in the City of Bixby.

Presented by: Justin Dowd

This item is for approve of Ordinance Number 2333 for an easement closure of a utility easement of lots 4 and 5 in the reserve of Addison Creek.

Discussion continued.

Mayor Guthrie asked for a motion on item #5. Councilor Crawford made motion to approve, seconded by Councilor Girard. The vote was taken with the following results:

Carried 5-0

Yes: Crawford, Girard, Blair, Easton, Guthrie.

No: None.

### **Mayor Guthrie said on Item #6 on the Regular Agenda is:**

Request to approve Emergency Clause for Ordinance Number 2333 and waiving second reading thereof.

Presented by: Justin Dowd

Mayor Guthrie asked for a motion on item #6. Vice Mayor Easton made motion to approve, seconded by Councilor Blair. The vote was taken with the following results:

Carried 5-0

Yes: Easton, Blair, Crawford, Girard, Guthrie.

No: None.

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

Discussion and possible approval of Ordinance Number 2329 Bixby Comprehensive Plan-21.01, Amendment to the Comprehensive Plan for **The Retreat**, Commercial to Medium Density Residential, to allow for RS-3 (Residential Single Family) zoning in the southeast corner of Bixby Planned Unit Development-21.01, contains 160.422 acres in Section 21, Township 17N, Range 13E, located North of 161st Street South and West of South Yale Ave.

Presented by: Jared Cottle

Others that spoke: Ricky Jones, Tanner Consulting LLC 5323 South Lewis Avenue, Tulsa, OK.

This item was brought back from the last meeting with some concerns and question for the applicant, and Rickey Jones is present to address some to the concerns that was discussed in the previous meeting regarding this amendment to the Comprehensive Plan for the "The Retreat". Mr. Ricky Jones for Tanner Consulting will add any additional information that he may have for you concerning this project, with a number of items that follow pertaining to this item we will be using some of the same information for last time but with some supplemental information that Mr. Jones will provide.

Mr. Jones stated that he is here to discuss this item with items that follow regarding this proposed project, the issues that was discussed at the last meeting concerning the commercial areas at the corridor which was some interest to some of the council. Mr. Jones gave council his additional information on the concerns by reaching out to commercial real estate brokers to get answers for council regarding this project.

Discussion continued.

Mayor Guthrie asked for a motion on item #7. Councilor Crawford made motion to approve, seconded by Vice Mayor Easton. The vote was taken with the following results:

Carried 5-0

Yes: Crawford, Easton, Girard, Blair, Easton.

No: None.

**Mayor Guthrie said on Item #8 on the Regular Agenda is:**

Request to approve Emergency Clause of Ordinance No. 2330 and waiving second reading thereof.

Presented by: Jared Cottle

Mayor Guthrie asked for a motion on item #8. Councilor Blair made motion to approve, seconded by Vice Mayor Easton. The vote was taken with the following results:

Carried 4-1

Yes: Blair, Easton, Crawford, Guthrie.

No: Girard

**Mayor Guthrie said on Item #9 on the Regular Agenda is:**

Discussion and possible approval of Ordinance Number 2330 Bixby Zoning-21.01, Rezoning for **The Retreat**, proposed amendment to a zoning district in the City of Bixby, from Agriculture to (R.S.-2.5) Residential Single Family, to allow for a Residential Development in Bixby Planned Unit Development-21.01, contains 160.422 acres in Section 21, Township 17N, Range 13E, located North of 161st Street South and West of South Yale Ave.

Presented by: Jared Cottle

This item is for approval of Ordinance Number 2330 for the Rezoning for “The Retreat located north of 161<sup>st</sup> Street South and West of South Yale Ave.

Mayor Guthrie asked for a motion on item #9. Councilor Crawford made motion to approve, seconded by Vice Mayor Easton. The vote was taken with the following results:

Carried 5-0

Yes: Crawford, Easton, Girard, Blair, Guthrie.

No: None.

**Mayor Guthrie said on Item #10 on the Regular Agenda is:**

Request to approve Emergency Clause for Ordinance number 2331 and waiving second reading thereof.

Presented by: Jared Cottle

Mayor Guthrie asked for a motion on item #10. Vice Mayor Easton made motion to approve, seconded by Councilor Crawford. The vote was taken with the following results:

Carried 5-0

Yes: Easton, Crawford, Girard, Blair, Guthrie.

No: None.

### **Mayor Guthrie said on Item #11 on the Regular Agenda is:**

Discussion and possible approval of Ordinance Number 2331, Bixby Planned Unit Development-21.01, Planned Unit Development for **The Retreat**, containing Four (4) Development Areas, 160.422 acres, in Section 21, Township 17N, Range 13E, located North of 161st Street South and West of South Yale Ave.

Presented by: Jared Cottle

This item is for Ordinance Number 2331 Planned Unit Development located north of 161<sup>st</sup> Street South and West of South Yale Ave.

Discussion continued.

Mayor Guthrie asked for a motion on item #11. Vice Mayor Easton made motion to approve, seconded by Councilor Crawford. The vote was taken with the following results:

Carried 5-0

Yes: Easton, Crawford, Girard, Blair, Guthrie.

No: None.

### **Mayor Guthrie said on Item #12 on the Regular Agenda is:**

Request to approve Emergency Clause for Ordinance Number 2331 and waiving second reading thereof.

Presented by: Jared Cottle

Mayor Guthrie asked for a motion on item #12. Vice Mayor Easton made motion to deny, seconded by Councilor Crawford. The vote was taken with the following results:

Carried 5-0

Yes: Easton, Crawford, Girard, Blair, Guthrie.

No: None.

### **Mayor Guthrie said on Item #13 on the Regular Agenda is:**

Discussion and possible approval of Bixby Preliminary Plat (B.X.P.T.) number 21.01, for **The Retreat**, 160.422 acres, containing Four (4) Development Areas with four hundred seventeen (417) lots, nine (9) blocks, and six (6) reserve areas, in Section 21, Township 17N, Range 13E, located North of 161st Street South and West of South Yale Ave.

Presented by: Jared Cottle

This item is for approval of Bixby Preliminary Plat for “The Retreat” located at north of 161<sup>st</sup> Street South and West of South Yale Ave. Mr. Cottle asked to approve the concept that is outlined in the PUD.

Discussion continued.

Mayor Guthrie asked for a motion on item #13. Councilor Blair made motion to approve, seconded by Vice Mayor Easton. The vote was taken with the following results:

Carried 5-0

Yes: Blair, Easton, Girard, Easton, Guthrie.

No: None.

### **Mayor Guthrie said on Item #14 on the Regular Agenda is:**

Reconsideration of Ordinance Number 2332, Minor Amendment to the Bixby Planned Unit Development 29-A, Boardwalk on Memorial, allowing for a previously excluded Use Unit and modifications to building setback lines, located in Lot One (1), Block (1), The Boardwalk on Memorial, Section 1, Township 17N, Range 13E, 12345 South Memorial Drive.

Presented by: Mayor Guthrie

This item was withdrawn for failure to appear.

### **Mayor Guthrie said on Item #15 on the Regular Agenda is:**

Request to approve Emergency Clause for Ordinance Number 2332 and waiving second reading thereof.

The item was withdrawn for failure to appear.

### **Mayor Guthrie said on Item #16 on the Regular Agenda is:**

Discussion and possible approval of Ordinance Number 2334, Bixby Comprehensive Plan-21.02, Amendment to the Comprehensive Plan for **Dollar General**, Residential Single-Family to Commercial Shopping, contains 2.25 acres in Section 25, Township 17N, Range 13E, located at approximately 169<sup>th</sup> Street South and South Memorial Drive.

Presented by: Jared Cottle

Others that spoke: Alan Betchan AAB Engineering LLC, Greg William 600 E 181<sup>st</sup> St. S

This item is for approval of Ordinance Number 2334 of an Amendment to the Bixby Comprehensive Plan for Dollar General located at 169<sup>th</sup> Street South and South Memorial Drive.



Mr. Betchan will provide you with additional detail regarding this proposed project for any questions and concerns.

Mr. Greg Williams had some concern about the traffic with this proposed project, he stated he would love to see it come there, but no sure how that going to effect the traffic.

Discussion continued.

Mayor Guthrie asked for a motion on item #16. Councilor Girard made motion to approve, seconded by Vice Mayor Easton. The vote was taken with the following results:

Carried 5-0

Yes: Girard, Easton, Crawford, Blair, Guthrie.

No: None.

### **Mayor Guthrie said on Item #17 on the Regular Agenda is:**

Request to approve Emergency Clause for Ordinance Number 2334 and waiving second reading thereof.

Presented by: Jared Cottle

Discussion continued.

Mayor Guthrie asked for a motion on item #17. Vice Mayor Easton made motion to approve, seconded by Councilor Crawford. The vote was taken with the following results:

Carried 5-0

Yes: Easton, Crawford, Girard, Blair, Guthrie.

No: None

### **Mayor Guthrie said on Item #18 on the Regular Agenda is:**

Discussion and possible approval of Ordinance Number 2335, Bixby Zoning-21.02, Rezoning for *Dollar General*, proposed amendment to a zoning district in the City of Bixby, from Residential Single-Family (RS-1) to Commercial Shopping (CS), contains 2.25 acres in Section 25, Township 17N, Range 13E, located at approximately 169<sup>th</sup> Street South and South Memorial Drive.

Presented by: Jared Cottle

Mayor Guthrie asked for a motion on item #18. Vice Mayor Easton made motion to approve, seconded by Councilor Crawford. The vote was taken with the following results:

Carried 5-0

Yes: Easton, Crawford, Girard, Blair, Guthrie.

No: None.

### **Mayor Guthrie said on Item #19 on the Regular Agenda is:**

Request to approve emergency Clause for Ordinance No. 2335 and waiving second reading thereof.

Presented by: Jared Cottle

Mayor Guthrie asked for a motion on item #19. Councilor Crawford made motion to approve, seconded by Councilor Blair. The vote was taken with the following results:

Carried 4-1

Yes: Crawford, Blair, Easton, Guthrie.

No: Girard.

### **Mayor Guthrie said on Item #20 on the Regular Agenda is:**

Discussion and possible approval of Ordinance number 2336, Bixby Planned Unit Development-21.02, Planned Unit Development for **Dollar General**, containing 2.25 acres in Section 25, Township 17N, Range 13E, located at approximately 169<sup>th</sup> Street South and South Memorial Drive.

Presented by: Jared Cottle

This item is for Ordinance Number 2336 P.U.D. for the proposed project located at 169<sup>th</sup> Street South and South Memorial Drive.

Discussion continued.

Mayor Guthrie asked for a motion on item #20. Councilor Girard made motion to approve, seconded by Councilor Crawford. The vote was taken with the following results:

Carried 5-0

Yes: Girard, Crawford, Blair, Easton, Guthrie.

No: None.

### **Mayor Guthrie said on Item #21 on the Regular Agenda is:**

Request to approve emergency Clause for Ordinance No. 2336 and waiving second reading thereof.

Presented by: Jared Cottle

Mayor Guthrie asked for a motion on item #21. Vice Mayor Easton made motion to approve, seconded by Councilor Crawford. The vote was taken with the following results:

Carried 4-1

Yes: Easton, Crawford, Girard, Guthrie.

No: Blair.

**Mayor Guthrie asked to go to item #24 the City Manager's Report.**

**Mayor Guthrie said on Item #22 on the Regular Agenda is:**

Motion to enter into Executive Session:

Mayor Guthrie

- a) Discussion on employment of new City Planner, Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.1.

Mayor Guthrie asked for a motion on item #24. Councilor Girard made motion to approve, seconded by Councilor Blair. The vote was taken with the following results:

Carried 5-0

Yes: Girard, Blair, Crawford, Easton, Guthrie.

No: None.

**Mayor Guthrie said on Item #23 on the Regular Agenda is:**

Motion to exit executive Session and reconvene in open session.

Presented by: Mayor Guthrie

Mayor asked for a motion to exit executive session all member voted to exit and reconvene at 8:13pm.

**Mayor Guthrie said on Item #24 on the Regular Agenda is:**

City Manager's Report

- Food Trucks for Kids April 15<sup>th</sup> at 5pm-8pm at Charley Young Event Park.
- Free Landfill Days April 16-17, Friday 6am-5:30-Saturday 7am-1pm at Quarry Landfill, 13720 E. 46<sup>th</sup> St North.
- Bixby Public Schools Graduate Parade May 2<sup>nd</sup> 3pm-4:30pm.
- Gamblers Crit Series May 6<sup>th</sup> 4pm.-10pm Downtown Bixby.
- BBQ & Blues May 7<sup>th</sup> & May 8 Friday 5om-11pm & Saturday 9am-11pm Sponsored by Rotary Club of Bixby.
- Smokin 5 K Run May 8 Bixby Outreach Center.
- Great American Clean up April 17, sponsored by Keep Bixby Beautify starting at 10am-12 noon at Washington Irving Park.

**Mayor Guthrie said on Item #23 on the Regular Agenda is:**

New Business

There being no new business.

Recess the Regular Meeting at 8:05pm.

Reconvene the Regular Meeting at 8:02pm

**Adjournment was called at 8:15 p.m.**

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Mayor

**Attest**

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City Clerk

# **City of Bixby Public Works Authority Meeting Minutes**

**City Hall Municipal Building  
116 W Needles, Bixby, OK 74008  
April 12, 2021 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 April 9<sup>th</sup> on or before 6:00 p.m.

**Mayor Guthrie called the meeting to order at 8:05 pm.**

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

## **Members Present**

Blair  
Girard  
Crawford  
Guthrie  
Easton

## **Staff Present**

Jared Cottle, City Manager  
Charles Barns, Finance Director  
Phil Frazier, City Attorney  
Andy Choate, Asst. Chief  
Bea Aamodt, Public Works Director  
John Wood, Park Director  
Yvonne Adams, City Clerk

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

## **City Clerks Report**

Consider and approve:

- a) Minutes for the Bixby Public Works Authority meeting dated 03/22/21.
- b) Discuss and/or take action on Water Tap Application for Bryan Myers at 15178 E. 161<sup>st</sup> St S in Leonard, OK.
- c) Discuss and/or approve renewing contract with Dunn-Right Cleaning Service, Inc. to provide Janitorial Services for Dawes Building at cost of \$1,045/month.

Mayor Guthrie asked for a motion on the BPWA consent agenda. Councilor Blair made motion to approve, seconded by Councilor Girard. The vote was taken with the following results:

Carried 5-0

Yes: Blair, Girard, Crawford, Easton, Guthrie.

No: None.

**Mayor Guthrie said on Item #1 on the Regular BPWA agenda is:**  
New Business

There being none.

**Adjournment was called at 8:01 p.m.**

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Mayor

**Attest**

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City Clerk