

City of Bixby
City Council Meeting
Minutes
City Hall Municipal Building
116 W Needles, Bixby, OK 74008
May 28th, 2019 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 May 24th, 2019 on or before 6:00 p.m.

Mayor Guthrie called the meeting to order at 6:03 p.m.

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

Members Present

Blair
Girard
Guthrie
Decatur
Easton

Staff Present

Jared Cottle, City Manager
Steve Oakley, City Attorney
Ike Shirley, Police Chief
Jason Mohler, Dev. Service Dir.
Marcae' Hilton, City Planner
Charles Barnes, Finance Dir.
Bea Aamodt, Public Works Dir.
Yvonne Adams, City Clerk

PLEDGE OF ALLEGIANCE

Invocation was given by City Clerk Yvonne Adams.

Mayor Guthrie said Item #1 on the Consent Agenda is:
CITY CLERKS REPORT

Consider and approve:

- a) Minutes for the Regular City Council meeting dated 05/13/19.
- b) Minutes for the Regular City Council meeting dated 05/13/19.
- c) Discuss and/or approve the Proclamation for Russell Murry's retirement on May 31, 2019. Declaring May 31, 2019 as "Russ Murry Day".
- d) Discuss and/or approve renewal Memorandum of Understanding with The Indian Nations Council of Government (INCOG) in the amount of \$4,300.01.
- e) Consider and/or approve purchase order to Oklahoma Municipal Assurance Group for renewal of City's property insurance in the amount of \$44,181.44 (City portion of total bill).

- f) Consider and/or approve purchase order to Oklahoma Municipal Assurance Group for renewal of City's general liability and automobile insurance in the amount of \$72,357.86 (City's portion of total bill).
- g) Resolution No. 2019-17, providing for the authorization to participate in the Oklahoma Municipal Assurance Group (OMAG) Recognition Program.
- h) Emergency operation funds in the amount of \$75,000.
- i) Accept final project expenditure summary for the Haikey Creek Ph. 3 Project, authorize the release of final payment, and accept the Haikey Creek Ph. 3 Project into the City's infrastructure.

Public comments are limited to items listed on the agenda.

Mayor Guthrie asked if there are any questions or amendments to the consent agenda. Councilor Blair asked to pull item "h" Councilor Blair had some question on item "h", and Mayor Guthrie asked about item "I". City Manager Jared Cottle gave some clarification on these items. Mayor Guthrie asked for a motion on the consent agenda. Councilor Decatur made motion to approve, seconded by Councilor Blair. The vote was taken with the following results:

Carried 5-0

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

No: None.

Mayor Guthrie read a Proclamation for Russ Murry's retirement with a presentation of a plaque, and stated that we appreciate your years of service to the City of Bixby.

Mayor Guthrie asked to open the consent agenda back up for Jerry Perez's public comments on item "b".

Mayor Guthrie asked to approve item "b" on the consent agenda. Mayor Guthrie made motion to approve, seconded by Councilor Decatur. The vote was taken with the following results:

Carried 5-0

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

No: None.

Mayor Guthrie asked to move item #7 up on the agenda.

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

Consider and/or approve FY20 budget including budget resolution.

Presented by: Charles Barnes

Mayor Guthrie passed this item until the next meeting.

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

Discussion and possible action to enter into a contract with CBEW for the FY-19 audit for the first year of a three year commitment in the amount of \$8,950 (General Fund portion).

Presented by: Charles Barnes

Finance Director Charles Barnes stated that it's that time of year to engage our auditors to audit our financial statements and CDEW has been doing our audits for several years and has been please with their knowledge entities 'and we ask that you approve this contract.

Discussion continued on this item.

Mayor Guthrie asked for a motion on item #2. 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, Decatur, Girard, Guthrie.

No: None.

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

Discussion and approval of the required amendment to TULSA COUNTY CDBG URBAN COUNTY COOPERATION AGREEMENT FOR REQUALIFICATION PERIOD OF FISCAL YEARS 2020-2022.

Presented by: Marcae' Hilton

City Planner Marcae' Hilton stated that this is a requalification for the City of Bixby and we have been a member of Tulsa County CDBG since 2008 when it was formed. Marcae' stated that this program provides federal funds to eligible units to local governments to address community development needs.

Discussion continued on this item.

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

Carried 5-0

Yes: Blair, Decatur, Girard, Blair, Easton.

No: None.

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

Request to review, discuss and take action on any recommendations from the Planning Commission on City of Bixby Tax Increment Financing District No. 1 Project Plan.

Presented by: Steve Oakley

Others that spoke: Jerry Perez 17216 S. 92nd E Ave.

City Attorney Steve Oakley stated that the Planning Commission Meeting was cancelled last Monday because of the weather, but was rescheduled on Friday afternoon, Steve read the recommendations from the Planning Commission on these items which were verifying developer costs submitted for reimbursement and that they were competitively bidding the infrastructure improvements. Steve stated that this can be addressed in the final Ordinances creating the TIF's, The developer shall provide documentation to the City of Bixby that it solicited bids for major infrastructure components and awarded the same to the lowest and best responsible bidder, before being eligible for reimbursement of 75% of that infrastructure component. That the City Manager of Bixby will designate an individual to inspect and verify completion of the infrastructure component and compare to known costs for similar projects before approving reimbursement. Steve stated they had no further recommendations.

Discussion continued on this item.

Public comment was given by Jerry Perez.

Mayor Guthrie asked for a motion on item #4. Councilor Blair made motion to approve with the recommended language from the Planning Commission regarding the bidding process, seconded by Councilor Girard. The vote was taken with the following results:

Carried 5-0

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

No: None.

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

Request to review, discuss and take action on any recommendations from the Planning Commission on City of Bixby Tax Increment Financing District No.2 Project Plan.

Presented by: Steve Oakley

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

Carried 5-0

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

No: None

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

Request to appoint a member of City Council to be the Chair of the Review Committee for City of Bixby Tax Increment Financing Districts No. 1 & 2.

Presented by: Steve Oakley

City Attorney Steve Oakley stated that your representative from the council will act as the chair for the review committee and will be responsible for seven names with people that reside in the community with a bio and the committee can select three from the list of seven to serve on the review committee. Steve continued to give more information on who makes up this committee.

Councilor Blair stated that he would volunteer himself for this committee if council felt confident with that.

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

Carried 5-0

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

No: None.

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

City Manager's Report

- Events for downtown and on the city trails are cancelled until further notice for safety purposes.
- Mayor Guthrie made a public statement regarding the flooding in the surrounding areas.

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

New Business

There being none.

Adjournment was called at 6:43 pm.

MAYOR

ATTEST

CITY CLERK

BIXBY PUBLIC WORKS AUTHORITY MEETING
Board of Trustees
Municipal Building
Minutes
116 W. Needles, Bixby, OK 74008
May 28th, 2019 6:00 P.M.
Time: 6:00 P.M. or immediately Following the City Council Meeting

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 May 24th, 2019 on or before 5:00 p.m.

Mayor Guthrie called the Bixby Public Works Authority Meeting to order at 6:43 p.m. All members were present.

Members Present

Blair
Girard
Guthrie
Decatur
Easton

Staff Present

Jared Cottle, City Manager
Steve Oakley, Attorney
Charles Barnes, City Treasurer
Marcae' Hilton, City Planner
Jason Mohler, Development Serv.
Bea Aamodt, PW Director
Ike Shirley, Police Chief
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 05/13/19.
- a) Consider and/or approve purchase order to Oklahoma Municipal Assurance Group for renewal of City's property insurance in the amount of \$29,548.56. (BPWA's portion of total bill).
- b) Consider and/or approve purchase order to Oklahoma Municipal Assurance Group for renewal of City's general liability and automobile insurance in the amount of \$22,204.36 (BPWA's portion of total bill).

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

Carried 5-0

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

No: None.

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

Consider and/or approve FY20 budget including budget resolution.

Presented by: Charles Barnes

Mayor Guthrie passed this item until the next meeting.

Mayor Guthrie said on Item #2 on the Regular BPWA agenda is:

Discussion and possible action to enter into a contract with CBEW for the FY19 audit for the first year of a three year commitment in the amount of \$8,950 (BPWA's portion).

Presented by: Charles Barnes

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

Carried 5-0

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

No: None.

Mayor Guthrie said on Item #3 on the Regular BPWA agenda is:

New Business

There being none.

Adjournment was called at 6:45 p.m.

MAYOR

ATTEST

CITY CLERK