

**City of Bixby
City Council Meeting
Minutes
City Hall Municipal Building
116 W Needles, Bixby, OK 74008
August 26, 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 August 23rd 2019 on or before 6:00 p.m.

Mayor Guthrie called the meeting to order at 6:01 p.m.

City Clerk Yvonne Adams called the roll and all members were present, except Vice Mayor Easton.

Members Present

**Blair
Girard
Guthrie
Decatur**

Staff Present

**Jared Cottle, City Manager
Phil Frazier, City Attorney
Andy Choate, Asst. Chief
Jason Mohler, Dev. Service Dir.
Marcae' Hilton, City Planner
Charles Barnes, Finance Dir.
Bea Aamodt, Public Works Dir.
John Wood, Parks Director
Yvonne Adams, City Clerk**

PLEDGE OF ALLEGIANCE

Invocation was given by City Attorney Phil Frazier.

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

Consider and approve:

- a) Minutes for the Special Meeting dated 08/09/10/19.
- b) Minutes for the Regular City Council meeting dated 08/12/19.
- c) Minutes for the Regular City Council meeting dated 08/12/19.
- d) Denial of claimant Dianne Hernandez from OMAG (Oklahoma Municipal Assurance Group) after a completed investigation regarding this claim.

- e) Approval of a corrected ordinance, Ordinance No. 2285, correcting a scrivener's error related to the assigned project number.
- f) Request to approve or disapprove signing a Memorandum of Understanding between Tulsa Health Department and Bixby Fire Department. No funding required.
- g) Acknowledge receipt of Permit No. SL000072190558, Sanitary Sewer Line, Misty Hollow Estates, Facility No. S-20438.

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 Decatur made motion to approve, seconded by Councilor Blair. The vote was taken with the following results:

Carried 4-0

Yes: Decatur, Blair, Girard, Guthrie.

No: None.

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

Consider bids and award sale of \$2,400,000 general obligation bonds, series 2019 to lowest bidder.

Presented by: Charles Barnes

Others that spoke: Jon Wolf

City Finance Director Charles Barnes stated that today we had bid openings for a sale of \$2,400,000 general obligation bonds and I would like to bring your attention to the paper I just handed out. Charles stated that there were four (4) bidders BOK Financial Securities, Robert W. Baird & Co, The Baker Group and Bernardi Securities, Inc. with the lowest bid to BOK Financial Securities. Charles stated that bond council and bond advisors are here if you have any questions.

Jon Wolf with Municipal Finances Services stated that the rates today is a mirror of what we saw in the summer and fall of 2016 was US history lowest and with a double "A" plus rating that's good and the only city in Oklahoma that has a better rating is Oklahoma City.

Mayor Guthrie asked for a motion on item #1. Mayor Guthrie made motion to except the offer from BOK Financial Securities, seconded by Councilor Decatur. The vote was taken with the following results:

Carried 4-0

Yes: Guthrie, Decatur, Girard, Blair.

No: None.

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

Consider and adopt an ordinance No. 2291 providing for the issuance of general obligation bonds in the sum of two million four hundred thousand and no/100s dollars (\$2,400,000.00) by

the city of Bixby, Oklahoma authorized at an election duly called and held for such purpose; prescribing form of bonds; providing for registration thereof; providing for a system of registration for uncertificated registered public obligations; providing levy of an annual tax for payment of principal and interest on the same; fixing other details of the issue.

Presented by: Charles Barnes

Finance Director Charles Barnes stated that this ordinance sets in place the process of selling these bonds and we asked that you approve the ordinance.

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 4-0

Yes: Blair, Decatur, Girard, Guthrie.

No: None.

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

Request to waiver second reading of Ordinance No. 2291, and approve passage of Emergency Clause.

Presented by: Charles Barnes

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

Carried 4-0

Yes: Guthrie, Blair, Decatur, Girard.

No: None.

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

Discuss and/or approve service Agreement with PM AM Corporation and the City of Bixby Police Department.

Presented by: Ike Shirley

Asst. Chief Andy Choate stated that PM AM is an outside company that handles permitting and monitoring alarms and there is no upfront money, they take a percentage much less than to hire a full time employee to take care of permitting for the alarms.

Discussion continued on this item.

Mayor Guthrie asked for a motion on item #4. Councilor Blair made motion to approve with the conditions that the City Attorney is able to secure a one year contract service agreement with the provider, seconded by Councilor Decatur. The vote was taken with the following results:

Carried 4-0

Yes: Blair, Decatur, Girard, Guthrie.

No: None.

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

Discussion and possible approval of a proposed amendment for a supplemental zoning SUP (Specific Use Permit), BXSUP-19.03 *GREENE*, Applicant, Jody Greene a request for the addition of a crematory in an existing funeral home, east of Memorial and north of 131st at 13307 S. Memorial, in Bixby Oklahoma, Section 12, T17N, R13E.

Presented by: Marcae' Hilton

Others that spoke: Jody Greene 13307 S. Memorial Dr. Bixby Ok

City Planner Marcae' Hilton stated this item was approved by Planning Commission with no conditions on August 19, 2019, the funeral home that most of you know was owed by Mr. Jack Selby and been in the process of transitioning the ownership to Jody & Kara Greene. Marcae' stated that are looking to brining the needs to the community for family's that have lost a love one and that would be a crematory to the existing funeral home. Planning Commission had on conditions and Staff would ask for approval. Marae' stated that we have two representatives from the funeral home here if you have more questions regarding this item.

Jody Greene explained to council what brand of furnace that they were going to use, and the technology that is used to operate it.

Council continued with questions and clarifications from Mr. Greene concerning the crematory.

Mayor Guthrie ask 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 3-1

Yes: Decatur, Guthrie, Blair.

No: Girard.

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

Action includes first reading and/or possible approval of Ordinance No. 2292, *BXSUP-19.03 GREENE*, with separate approval of an Emergency Clause.

Presented by: Marcae' Hilton

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

Carried 4-0

Yes: Decatur, Guthrie, Blair, Girard.

No: None.

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

Discussion and possible action on the approval of the Final Plat QuikTrip Commercial Center #51 Amended, (BXPT-19.05 QT 51): applicant, QuikTrip Corporation, 3.008 Acres, One (1) Lot, One (1) Block, on a partial undeveloped lot and existing QT for a new drive aisle, in Section 23, Township 17 North, and Range 13 East in Bixby, OK, general location: Southwest corner of 151st and Memorial at 15102 S. Memorial Dr.

Presented by: Marcae' Hilton

Others that spoke: Daniel Chambers, Quik Trip Corporation

City Planner Marcae' Hilton stated that this is the Final Plat and you have seen the Preliminary Plat, TAC has seen the revised version you have before you tonight and Planning Commission, TAC and Staff all recommend the Final Plat be approved.

Discussion continued on this item.

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

Carried 4-0

Yes: Decatur, Guthrie, Girard, Blair.

No: None

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

Discuss and/or take action on awarding contract to Construction Enterprises Incorporated for the 2016 Bond Bentley Park Improvements Project; CEI submitted the lowest and best bid of \$737,305.54.

Presented by: Bea Aamodt

Public Works Director Bea Aamodt stated that the Bentley Park Improvements Project was approved by voters in the 2016 bond issue, and these projects include building a multi- fields at 151st and Mingo, providing more parking space for the baseball fields and installing lights at the soccer fields. Bea stated that there were five bids submitted which she read from the bid tabulations. Bea stated that Staff and the architects recommend approval.

Discussion continued on this item.

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

Carried 4-0

Yes: Blair, Girard, Decatur, Guthrie.

No: None.

Mayor Guthrie asked to go to item #13.

Mayor Guthrie asked to open up Regular meeting at 6:51 p.m.

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

1. Motion to enter into Executive Session:

Mayor Guthrie

- a) *Discussion on employment of new Parks Director. Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.1.*
- b) *Discussion on negotiations and/or purchase for certain real property at 111 N. Cabaniss, owned by DDJJ Properties, LLC, Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.3.*

Mayor Guthrie asked for a motion on item #9. Councilor Blair made motion, seconded by Councilor Decatur. The vote was taken with the following results:

Carried 4-0

Yes: Blair, Decatur, Girard, Guthrie.

No: None.

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

Motion to Exit Executive Session and reconvene in open session.

Presented by: Mayor Guthrie

Mayor Guthrie asked for a motion on item #10. Councilor Decatur made motion to exit the Executive session, seconded by Councilor Blair. The vote was taken with the following results:

Carried 4-0

Yes: Decatur, Blair, Girard, Guthrie.

No: None.

No action taken in Executive Session.

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

Consider and take any necessary action resulting from discussion on employment of a new Parks Director.

Presented by: Mayor Guthrie

Mayor Guthrie asked for a motion on item #11. Councilor Decatur made motion to approve John Wood as the new Parks Director, seconded by Councilor Girard. The vote was taken with the following results:

Carried 4-0

Yes: Decatur, Girard, Blair, Guthrie.

No: None.

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

Consider and take any necessary action resulting from discussion on negotiations and/or purchase for certain real property at 111 N. Cabaniss, owned by DDJJ Properties, LLC.

Presented by: Mayor Guthrie

Mayor Guthrie asked for a motion on item #12. Councilor Decatur made motion to approve, seconded by Councilor Blair. The vote was taken with the following results:

Carried 3-1

Yes: Decatur, Blair, Guthrie.

No: Girard.

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

City Manager's Report

- September 6th at the Charley Young Event Park will be a back to school bash from 5-7 pm.
- September 14 Harvest Fest at Charley Young Park will be followed up with pets in the park.
- Sept 28 with the final farmers market of the season at Charley Young Park
- August 27 Citizens Police Academy
- Buy Bixby is open for sponsorship and that goes through the end of the month for sign ups, and the program will officially kick off Oct 26 and will draw on Dec 16th.

Mayor Guthrie recessed the Regular Council meeting at 6:49 pm to open up the BPWA meeting.

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

New Business

There being no new business.

Adjournment was called at 8:08 pm.

MAYOR

ATTEST

CITY CLERK

BIXBY PUBLIC WORKS AUTHORITY MEETING
Board of Trustees
Municipal Building
Minutes
116 W. Needles, Bixby, OK 74008
August 26, 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 August 23rd, 2019 on or before 5:00 p.m.

Mayor Guthrie called the Bixby Public Works Authority Meeting to order at 6:49 p.m. All members were present except Vice Mayor Easton.

Members Present

Blair
Girard
Guthrie
Decatur

Staff Present

Jared Cottle, City Manager
Phil Frazier, City Attorney
Charles Barnes, City Treasurer
Marcae' Hilton, City Planner
Jason Mohler, Development Serv.
Bea Aamodt, PW Director
Andy Choate Asst. Chief
John Wood, Parks 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 08/12/19.

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

Carried 4-0

Yes: Blair, Girard, Decatur, Guthrie.

No: None.

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

New Business

There being none.

Adjournment was called at 6:50 p.m.

Mayor Guthrie asked to open up the Regular CC Meeting at 6:51 p.m.

MAYOR

ATTEST

CITY CLERK