



## **City Council Meeting Agenda**

City Hall Municipal Building  
116 W. Needles Ave., Bixby, OK 74008  
May 23<sup>rd</sup>, 2022 at 6:00 P.M.

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 Chamber.

### **Call to Order**

Mayor Guthrie

### **Roll Call**

Shannon Duran

### **Pledge of Allegiance**

### **Invocation**

## **Consent Agenda**

### **City Clerk's Report**

### **Consider and approve:**

- a. Minutes for the Work Session meeting dated 05/09/22.
- b. Minutes for the City Council meeting dated 05/09/22.
- c. Discuss and/or approve a change order in the amount of \$4,241.29, on previously approved consent item, in the amount of \$13,013.00 for Digi Surveillance Systems, for a total purchase amount of \$17,254.29, for replacement of current jail camera system.

- d. Consider and/or approve professional service agreement and purchase order to Crawford and Associates for FY-22 Financial Statement preparation and accounting assistance as needed in the amount of \$25,000 (General Fund portion).
- e. Resolution No. 2022-8, providing for the annual renewal, ratification and reaffirmation, in Fiscal Year 2022-2023, of a certain Security Agreement between the City of Bixby and the Bixby Public Works Authority, dated November 30, 2017.
- f. Consider and/or take action on purchasing unleaded gasoline for \$30,000 for the Police Department.
- g. Consider and/or approve purchase order to Oklahoma Municipal Assurance Group for renewal of City's general liability and automobile insurance for FY-23 in the amount of \$89,508.09 (City's portion of total bill – includes General Fund, Parks and Cemetery).
- h. Consider and/or approve purchase order to Oklahoma Municipal Assurance Group for renewal of City's property insurance in the amount of \$54,302.81 (City portion of total bill).
- i. Consider and/or approve 2023 Court Dates.
- j. Discuss and/or take action on a resolution to declare certain dates designated for Celebration & Holiday Observance in the city limits of Bixby.
- k. Consider and/or approve 2022-2023 Oklahoma Municipal League Service Fees in the amount of \$10,273.00 (City portion).
- l. Consider and/or take action on Memorandum of Understanding between City of Bixby and the Indian Nations Council of Government (INCOG) regarding the 911 system.
- m. Discuss and/or take action on purchasing unleaded gasoline for \$25,000.
- n. Approve renewing mowing contract with BOCA Outdoors for FY23 to mow R-O-W.
- o. Approve renewing mowing contract with Source One for FY23 to mow the Haikey Levee.
- p. Approve renewing mowing contract for FY23 to mow Bixby Cemetery.
- q. Approve renewing mowing contract with Precision Fencing for FY23 to mow Fry Creek channels, Bixby Creek channel, and R-O-W.
- r. Approve renewing mowing contract with Prodigy Lawn and Care for FY23 to mow R-O-W.

- s. Discuss and/or take action to approve final acceptance of the CDBG Needles Storm Sewer and Sidewalk Project with a final contract amount of \$216,241.63.
- t. Approve permissive encroachment agreement on property located at 13935 S. 95<sup>th</sup> E Ave., Bixby, Ok.

## Regular Agenda

1. Public hearing to receive input on the FY-23 Budget.

Charles Barnes

2. Discussion and possible approval of Ordinance Number 2397. An ordinance amending the employee retirement system, defined contribution plan for the position of City Manager for the City of Bixby, Oklahoma by adopting a revised and restated retirement plan.

Charles Barnes

3. Discussion and possible approval of Ordinance Number 2398. An ordinance amending the employee retirement system, defined contribution special incentive plan for the position of City Manager for the City of Bixby, Oklahoma by adopting a revised and restated retirement plan.

Charles Barnes

4. Discussion and possible approval of Ordinance Number 2391, Bixby Comprehensive Plan Amendment (BXCP-22.01) to the Comprehensive Plan in the Southeast corner of East 151<sup>st</sup> Street South and Harvard Avenue, Section 21, Township 17N, Range 13E to reconfigure the Commercial Shopping area.

Donna Crawford

5. Discussion and possible action to declare an emergency regarding Ordinance Number 2391 making it effective immediately upon passage and approval.

Donna Crawford

6. Discussion and possible approval of Ordinance Number 2395, Bixby Zoning (BXZO-22.02), Rezoning for 151<sup>st</sup> & Harvard, proposed amendment to a zoning district in the City of Bixby, from Commercial Shopping (CS) to Residential Single-Family (RS-3), to allow for a Residential Development in Bixby Planned Unit Development (BXPUD-22.04), containing 13 more or less acres at the Southeast corner of East 151<sup>st</sup> Street South and Harvard Avenue, Section 21, Township 17N, Range 13E.

Donna Crawford

7. Discussion and possible action to declare an emergency regarding Ordinance Number 2395 making it effective immediately upon passage and approval.

Donna Crawford

8. Donna Crawford Discussion and possible approval of Ordinance Number 2392, Bixby Planned Unit Development-22.04 (BXPUD-22.04) for 151<sup>st</sup> & Harvard, containing Three (3) Development Areas, 31 acres, in the Southeast corner of East 151<sup>st</sup> Street South and Harvard Avenue, Section 21, Township 17N, Range 13E.

Donna Crawford

9. Discussion and possible action to declare an emergency regarding Ordinance Number 2392 making it effective immediately upon passage and approval.

Donna Crawford

10. Discussion and possible approval of Final Plat (BXPT- 20.08) Bixby Village. Located East 161<sup>st</sup> Street South between South Memorial Drive and South Mingo Road. Section 25, Township 17N, Range 13E.

Donna Crawford

11. Discussion and possible approval of the Preliminary Plat BXPT-22.09 Oral Roberts Ministries.

Donna Crawford

12. Discuss and/or take action on Utility Easement Dedication for Lot 4, Block 1, Village Ten Addition in Tulsa County, OK.

Justin Dowd

13. Discuss and/or take action on Utility Easement Dedication for Lots 5 and 6, Block 1, Village Ten Addition in Tulsa County, OK.

Justin Dowd

14. Motion to enter into Executive Session:

- a. Discussion on negotiations and/or purchase for certain real property at 114 E. Breckenridge, owned by First Baptist Church of Bixby or successors, Oklahoma: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.3.
- b. Discussion on negotiations and/or purchase for certain real property at 6 E. Breckenridge, owned by Bixby Properties, LLC, Oklahoma: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.3.
- c. Discussion on negotiations and/or purchase for certain real property at 8453 E. 151st Street, owned by NMB Manufacturing, LLC Oklahoma: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.3.

- d. Discussion on property exchange negotiations for certain real property at approximately 151<sup>st</sup> Street and 63<sup>rd</sup> E. Ave. owned by Joey and Jackie Newton: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.3.
- e. Discussion on negotiations and/or purchase for certain real property at the north end of North Riverview Drive, owned by Roger Metcalf, et al: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.3.

Mayor Guthrie

15. Motion to exit executive session and reconvene in open session.

Mayor Guthrie

16. Consider and/or take action, if necessary, on the purchase of real property at 114 E. Breckenridge, owned by First Baptist Church of Bixby or successors.

Mayor Guthrie

17. Consider and/or take action, if necessary, on the purchase of real property at 6 E. Breckenridge, owned by Bixby Properties, LLC.

Mayor Guthrie

18. Consider and/or take action, if necessary, on the purchase of real property at 8453 E. 151<sup>st</sup> Street, owned by NMB Manufacturing, LLC Oklahoma.

Mayor Guthrie

19. Consider and/or take action, if necessary, on the purchase for certain real property at the north end of North Riverview Drive, owned by Roger Metcalf, et al.

Mayor Guthrie

20. Consider and/or take action, if necessary, on property exchange negotiations for certain real property at approximately 151<sup>st</sup> Street and 63<sup>rd</sup> E. Ave. owned by Joey and Jackie Newton.

Mayor Guthrie

21. City Manager's Report

Jared Cottle

22. New Business

Mayor or Vice-Mayor

23. Adjournment

Mayor or Vice-Mayor

## Notice of Posting

This Notice and Agenda was posted on the bulletin board this day of May 20<sup>th</sup>, 2022, on or before 6:00 p.m., at City Hall, 116 W. Needles Bixby Oklahoma.

Respectfully Submitted

Shannon Duran  
City Clerk

## For Special Accommodations

Persons who require a special accommodation to participate in this meeting should contact City Clerk, Shannon Duran: 116 West Needles Avenue, Bixby, Oklahoma, 918-366-4430 or email City Clerk, [Shannon Duran](mailto:sduran@bixbyok.gov) (sduran@bixbyok.gov), as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a Telecommunication Device for the Deaf may contact **Oklahoma Relay** at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

# **Bixby Public Works Authority Meeting**

Board of Trustees  
Municipal Building  
116 W. Needles Ave., Bixby, OK 74008  
May 23<sup>rd</sup>, 2022

Time: 6:00 P.M. or immediately Following the City Council Meeting

## **Call to Order**

Chairman

## **Roll Call**

Secretary

## **Consent Agenda**

### **Secretary's Report**

#### **Consider and approve:**

- a. Minutes for Bixby Public Works Authority regular meeting 05/09/22.
- 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 \$25,776.91 (BPWA's portion of total bill).
- c. Consider and/or approve purchase order to Oklahoma Municipal Assurance Group for renewal of City's property insurance in the amount of \$35,608.19 (BPWA's portion of total bill).
- d. Consider and/or approve professional service agreement and purchase order to Crawford and Associates for FY-22 Financial Statement preparation and accounting assistance as needed in the amount of \$25,000 (BPWA portion).
- e. Consider and or approve 2022-2023 Oklahoma Municipal League Service Fees in the amount of \$10,273.00 (BPWA portion).
- f. 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.
- g. Discuss and/or take action on purchasing unleaded gasoline for \$25,000.



## Regular Agenda

1. Discuss and/or take action on Water Tap Application for Jimmy Kirk at 15205 East 161<sup>st</sup> Street South, Bixby, OK in Tulsa County, OK.

Justin Dowd

2. New Business

Chairman

3. Adjournment

Chairman

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Respectfully Submitted

Shannon Duran  
City Clerk

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