

**CITY OF BIXBY
COUNCIL MEETING**

COUNCIL ROOM

116 W. Needles, Bixby, OK 74008

April 23, 2007 7:00 P.M.

CALL TO ORDER

Chairman Bowen

ROLL CALL

City Clerk

CONSENT AGENDA

CITY CLERK'S REPORT

Consider and approve:

- a)** Minutes from 4/09/07
- b)** Blanket Purchase Orders for May, 2007
- c)** One Year Maintenance agreement with Incode for forms overlay and call center in the amount of \$2,143.00.
- d)** Upgrade Laserfiche document imaging system from version 6 to version 7 at a cost not to exceed \$2,722.00.
- e)** Transfer \$50,000.00 for E-911 to General fund to cover cost of 1 dispatcher as budgeted.
- f)** Accepting low quotes to mow various City properties including cemetery until the contract is awarded.
- g)** Renew mowing contracts for various City properties with TruGreen Landcare, Lot Maintenance, HR Landscaping and LeMasters Lawn Service.
- h)** Authorize signature of DEQ permit application for construction of Sanitary Sewer and Water Lines to serve the WoodMere residential and commercial development.
- i)** Going out to bid for Health, Dental and Life Insurance coverage for calendar year 2007-2008 for City of Bixby employees.

- j)** Going out to bid for Janitorial Services for calendar year 2007-2008 to clean City Hall and Dawes Building.
- k)** Going out to bid for City of Bixby Property and Automobile Insurance.
- l)** Purchase Order in the amount of \$12,500.00 to Generic Gasoline and Diesel Supply Company for gasoline.
- m)** Payment in the amount of \$145,463.00 TO Atlas General Contractors for Fire Station #2.

REGULAR AGENDA

- I.** Consideration and administration of Oath of Office to Steve Todoroff. Mayor Bowen
- II.** Discuss and/or approve on election of Mayor and Vice-Mayor. Mayor Bowen
- III.** Discuss and/or approve request from Bixby High School Band Boosters to use Washington Irving Park and waive all usage fees/rental fees on Tuesday, May 29, 2007 from 5:00pm – 10:00pm to host a “Thank You” concert for the community. Karol Augustine
- IV.** Discuss and/or approve a Resolution relating to \$7,000,000 General Obligation Bonds, Series 2007; Fixing the amount of Bonds to mature each year, fixing the time and place the bonds are to be sold, DESIGNATING A PAYING AGENT AND REGISTRAR for the bonds, ratifying and confirming a legal services agreement and a financial advisor services agreement and authorizing the City Clerk to give notice of said sale as required by law. Tom Hilbourne
- V.** Preview www.choosebixby.com. Retail website by Mandy Vavrinak of Crossroads Communications.

Trish Richey and Mandy Vavrinak

- VI.** Discuss and/or approve to paint walls and doors, and replace vinyl floor tile in Police Department.
Chief Anthony Stephens
- VII.** Discuss and/or approve repairing awning behind police department at a cost of \$2,385.00.
Chief Anthony Stephens
- VIII.** Discuss and/or approve request from Twin Creeks III HOA to designate 121st Street from Memorial to Mingo a “No Passing Zone”.
Bea Aamodt, Public Works Director
- IX.** Discuss and/or approve an Earth Change Permit Revision for the South Village commercial development.
Jared Cottle, Acting City Engineer
- X.** Discuss and/or approve an Earth Change Permit Revision for WoodMere residential and commercial development.
Jared Cottle, Acting City Engineer
- XI.** First reading of an Ordinance for BZ328 on property located at 15620 South Memorial from AG (Agriculture) to CS (Commercial Shopping) Zoning, Norman Pruitt, applicant.
Jim Coffey, City Planner
- XII.** Discuss and/or approve to apply for a FEMA HMGP Grant for drainage improvement in an amount less than One Million Dollars in a 75-25 percent match.
Jim Coffey, City Planner
- XIII.** Discuss and/or approve directing a letter of protest to FEMA on new FIRM Maps outlining problems in their floodplain designation.
Jim Coffey City Planner
- XIV.** Discuss and/or approve members to the committee for developing policies for tree planting on right-of-way and utility easements in the city: Joe Roberts, Sue Gray,

Walter Gund, Bea Aamodt, Scott Sherrill and Tom Daniels
– Chair. Vice Mayor, Tom Daniels

- XV.** Discuss and/or approve Amending Ambulance Ordinance and applying subsidizer with utility fee increase in the amount of \$1.80, and attaching an emergency clause.
Phil Frazier
- XVI.** Recess regular meeting and enter Executive Session.
Mayor Bowen
- XVII.** Executive Session:
a) Confidential communications between the Council and City Attorney concerning a pending claim: Shannon Underwood pursuant to 25 O.S., Sec. 307 (b) 4.
b) Discuss the possible hiring of a Park Director pursuant to 25 O.S. Sec. 307 (b) 1.
Mayor Bowen
- XVIII.** Exit Executive Session and reconvene Regular Meeting.
Mayor Bowen
- XIX.** Any necessary action on claim of Shannon Underwood.
Phil Frazier
- XX.** Confirm the hiring of a Park Director. Micky Webb
- XXI.** New Business Mayor Bowen
- XXII.** Adjournment Mayor Bowen

Dated this 20th day of April, 2007 at 4:00 p.m., at City Hall,
116 W. Needles, Bixby, Oklahoma.

Respectfully Submitted,

Cheryl Sasser
City Clerk

BIXBY PUBLIC WORKS AUTHORITY

Board of Trustees

Council Chambers

116 W. Needles, Bixby, OK 74008

April 23, 2007

Time: Following City Council Meeting

CALL TO ORDER

Chairman Bowen

ROLL CALL

City Clerk

CONSENT AGENDA

CITY CLERK'S REPORT

Consider and approve:

- a)** Minutes from 4/09/07
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- c)** Going out to bid for Health, Dental and Life Insurance coverage for year 2007-2008 for City of Bixby employees.
- d)** Going out to bid for Janitorial Services for City Hall and Dawes Office Building for year 2007-2008.
- e)** Purchase Order in the amount of \$4,000.00 to Water Products for repair parts for water line brakes.
- f)** Purchase Order in the amount of \$12,500.00 to Generic Gasoline and Diesel Supply Company for gasoline.

REGULAR AGENDA

- I.** Discuss and/or approve a Resolution retaining the minimum water charge assessed by the City of Bixby Public Works Authority, including user charges and providing for funding assistance for Ambulance Services fee in the amount of \$1.80. Phil Frazier

- II.** New Business Mayor Bowen

- III.** Adjournment Mayor Bowen

Dated this 20th day of April, 2007 at 4:00 p.m., at City Hall, 116 W. Needles, Bixby, Oklahoma.

Respectfully Submitted,

Cheryl Sasser
City Clerk