

City Council Meeting Minutes

Bixby Municipal Building
111 N. Cabaniss Ave., Bixby, OK 74008
August 10, 2026 at 6:00 PM

The agenda for the regularly scheduled meeting of the Bixby City Council of the City of Bixby was posted on the bulletin board at the Bixby Municipal Building, 111 N. Cabaniss Ave., Bixby, OK 74008 on August 6, 2026, on or before 5:00 p.m.

Call to Order

Mayor Schultz called the City Council Meeting to order at 6:04 pm.

Roll Call

Shannon Duran, City Clerk, called the roll, and the following were present:

Members Present:

Mayor Schultz
Vice Mayor Hirshey
Councilor David
Councilor Payne
Councilor Freeman

Staff Present:

Todd Blish, Interim City Manager, Police Chief
JT Hammons, City Attorney
Shannon Duran, City Clerk
Charles Barnes, Finance Director
Dylan Warner, Public Works Director
Joe Sherrell, Fire Chief
Bryan Toney, Public Information Officer

Invocation

Councilor David gave the Invocation.

Pledge of Allegiance

Mayor Schultz led the Pledge of Allegiance.

Presentations, Proclamations, and Reports

- 1) City Updates — Information, reports, and announcements from the city staff. Discussion may occur; however, no action will be taken.

Interim City Manager Todd Bliss gave the City update and Public Works Director Dylan Waner gave an update on the water interruption.

Dylan Warner gave an update on the current water issues.

Public Works Department:

The Public Works Department received 94 new service requests and completed 44 of those requests, with 52 remaining open.

Bond Meetings

There have been two Go Bond 2026 informational meetings with 1 meeting left. There has been great community turnout for both meetings.

There's still one more opportunity to attend: tomorrow August 11 at 6:30 p.m. at New Beginnings Church.

We have boards outside to show you renderings and staff will be available after this meeting to answer any questions.

For more information on the proposed bond projects, visit our website.

Professional Development

Our Emergency Management and IT Director, Bryan Toney, went to the National Emergency Management Basic Academy (NEMBA) Train-the-Trainer course, becoming a certified instructor. Our Fire Department's Executive Assistant, April Underwood & Public Relations, Maddie Luster, went to the FBI-LEEDA Media and Public Relations course in Glenpool, gaining valuable training to strengthen communication at the City.

Fire Department:

Promotions

Training Officer Promotion – Matt Kirk

Congratulations to Matt Kirk's promotion to our first Training Officer. This is a new position that builds on his years of service, dedication to developing our firefighters, and passion for preparing the next generation for success.

Fire Marshal Promotion – Ryan King

Congratulations to Ryan's promotion to Fire Marshal. He brings 30 years of fire service experience, including 27 years with Bixby Fire, to this important role as he continues his commitment to fire prevention, investigation, and serving our community.

Police Department:

2026 Back to School Bash

The 2026 Back to School Bash was a tremendous success, providing local students with school supplies and support as they prepare for the new school year.

Thank you to the Bixby Outreach Center, Tulsa County Sheriff's Office, Bridge Church, volunteers, and donors whose partnership made the event possible.

Consent Agenda

- 1) Minutes for the Work Session dated 7/27/26.
- 2) Minutes for the City Council Meeting dated 7/27/26.
- 3) Consider and/or approve annual maintenance with Tyler Technologies (INCODE) for FY-27 the amount of \$32,094.61 (General Fund's portion).
- 4) Consider and/or approve Amendment No. 1 to the agreement with POE & Associates, Inc., adding right-of-way design, bidding assistance, project construction assistance, and project close-out services for the 141st Street to 151st Street and Sheridan Road project, in an amount not to exceed \$135,900.00.
- 5) Consider and approve the OMAG (Oklahoma Municipal Assurance Group) recommendation for denial for claimant Kevin French, Claim 218754-1-LR.
- 6) Consider and/or approve Resolution No. 2026-21, providing for the annual renewal, ratification and reaffirmation, in Fiscal Year 2026-2027, of a certain Security Agreement between the City of Bixby and the Bixby Public Works Authority, dated November 30, 2017.
- 7) Consider and/or approve Utility Easement No. 1 Dedication for public utilities to serve the Prairie Sky Meadows development located near East 141st Street South and South Lewis Avenue.
- 8) Consider and/or approve Utility Easement No. 2 Dedication for public utilities to serve the Prairie Sky Meadows development located near East 141st Street South and South Lewis Avenue.
- 9) Consider and/or approve Utility Easement No. 3 Dedication for public utilities to serve the Prairie Sky Meadows development located near East 141st Street South and South Lewis Avenue.
- 10) Consider and/or approve Utility Easement No. 4 Dedication for public utilities to serve the Prairie Sky Meadows development located near East 141st Street South and South Lewis Avenue.
- 11) Consider and/or approve Utility Easement No. 5 Dedication for public utilities to serve the Prairie Sky Meadows development located near East 141st Street South and South Lewis Avenue.
- 12) Consider and/or approve the Temporary Overland Drainage Easement to serve the Prairie Sky Meadows development located near East 141st Street South and South Lewis Avenue.

- 13) Consider and/or approve final acceptance of the 111th Street improvement, 86th to Mingo.
- 14) Consider and/or approve final acceptance of the 111th Street improvement, Memorial to 86th Street.
- 15) Consider and/or approve the Interim City Manager to expend no more than \$55,000 to Evergreen Solutions, LLC for a comprehensive job classification study, compensation study, organizational/staffing study, and review of the city handbook for the City of Bixby.
- 16) Consider and/or approve final acceptance of the Lake Bixhoma Improvements Project Phase I.
- 17) Consider and/or approve final acceptance of the Bentley Park Improvements Project Phase I.
- 18) Consider and/or approve final acceptance of the 111th Street Bridge Replacement project at South 90th E Ave.
- 19) Consider and/or approve final acceptance of Public Infrastructure of The Preserve Off-Site Sanitary Sewer.
- 20) Consider and/or approve the expenditure of \$57,943.00 from Capital Funds, approved in the Fiscal Year 2027 budget, for purchasing a 2026 Chevy 3500 truck at state contract pricing from Joe Cooper Chevrolet.
- 21) Consider and/or approve the expenditure of \$59,582 from Capital Funds, approved in Fiscal Year 2027, for purchasing two Chevy Equinox Vehicles at state contract pricing from Joe Cooper Chevrolet.

Mayor Schultz said Items 1–21 on the Consent Agenda are up for discussion and consideration.

Item presented by: No one

Others who spoke: No one

Item 15 was pulled by Councilor David for discussion.

Mayor Schultz asks for a motion to approve items 1-14 and 16-21. Vice Mayor Hirshey made a motion to approve, seconded by Councilor David.

The vote was taken with the following results:

Carried:5-0

Ayes: Hirshey, David, Freeman, Payne, Schultz

Nays: 0

Mayor Schultz said Item 15 on the Consent Agenda is up for discussion and consideration.

Item presented by: No one

Others who spoke: Todd Bliss, Interim City Manager, Police Chief, Shannon Duran, City Clerk

Discussion ensued about comprehensive job classification study and having a Zoom call with Evergreen Solutions to answer some questions the council has.

Mayor Schultz asks for a motion to approve item 15. Councilor David made a motion to approve as long as Councilor Freeman can get his questions answered, seconded by Councilor Freeman. The vote was taken with the following results:

Carried:5-0

Ayes: David, Freeman, Payne, Hirshey, Schultz

Nays: 0

Regular Agenda

- 1) Discussion, consideration, and possible vote regarding reconsideration of the Downtown Façade Grant reimbursement for exterior improvements at 6 E. Breckenridge Avenue.

The item was pulled from the Agenda.

- 2) Discussion, consideration and possible vote for approval of the Change Order for FBB Downtown Parking Project, (overrun of quantities \$48,324.80, and change of scope adding rebar \$48,250.00) for total amount of \$96,574.80.

Mayor Schultz said Item 2 on the Regular Agenda is up for discussion and consideration.

Item presented by: Dylan Warner, Public Works Director

Others who spoke: Nathan Radach, Assistant Public Works Director, JT Hammons, City Attorney, Richard Oltmann, Victoria Oltmann, Gary Halstead, Christy Rooney

A handout was given and is attached to these minutes.

Discussion ensued about the overages and questions were asked about the quality of the material that was being used. It was suggested that this item be moved to the next meeting, so there could be some research done on the agreement. The ordinance on change orders was read during the meeting.

Councilor Hirshey made a motion that item 2 and item 3 be moved to the September 14th meeting, seconded by Councilor David.

The vote was taken with the following results.

Carried: 5-0

Ayes: Hirshey, David, Freeman, Payne, Schultz

Nays: 0

- 3) Discuss and/or approve final acceptance of the FBB Downtown Parking Project.

Mayor Schultz said Item 3 on the Regular Agenda is up for discussion and consideration.

Item presented by: Dylan Warner, Public Works Director

Others who spoke:

Dylan Warner, Public Works Director, asks that this item be tabled until 9–14.

Councilor Hirshey made a motion that item 2 and item 3 be moved to the September 14th meeting, seconded by Councilor David.

The vote was taken with the following results.

Carried: 5-0

Ayes: Hirshey, David, Freeman, Payne, Schultz

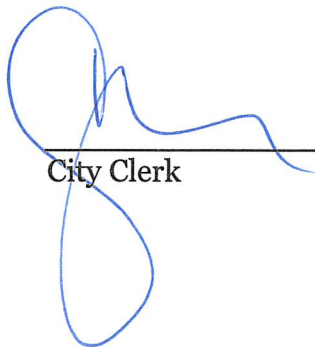
Nays: 0

4) New Business

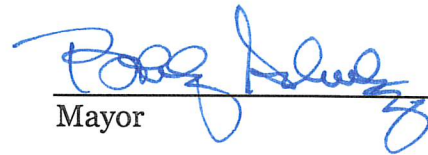
No new business.

5) Adjournment

Adjournment was called at 6:54 pm



City Clerk



Mayor



Bixby City Council

Speaker Sign-In Sheet

Date: Aug 10, 2026

***Please list "Consent" or "Regular" with the Item Number ***

[illegible]

FBB DOWNTOWN PARKING PROJECT

Project Summary

Section 1 — Bid Summary

- Bids received 11/18/2025 – 6 Bids Received and verified by City Engineer. Low Bid to Cherokee Pride in the amount of \$342,382.00. Provision and installation of rebar for the concrete was not an item listed on the bid schedule. Verified all bids/bidders were comparable.

Section 2 — Project Financial Summary

Item	Amount
Original Contract	\$342,382.00
Approved Change Order — Rebar Added	+ \$48,250.00
Revised Contract Total	\$390,632.00
Final Project Cost (Billed & Certified)	\$487,006.80
Net Overrun	+ \$96,374.80
Overrun Percentage	24.67%

Section 3 — Key Discussion Points

- One approved change order for rebar increased the contract by \$48,250.00.
- Final project cost exceeded the revised contract by \$96,374.80 (24.67%).
- Several bid items exceeded estimated quantities, while others finished under budget.
- All retainage has been released on the final application.

Section 4 — Quantity Overruns

12 out of 20 line items came in over their contracted amounts. The table below shows each overrun item, how many extra units were installed, and what that cost.

#	Work Item	Unit	Contract Qty	Actual Qty	Extra Units	Contract \$	Actual \$	Extra Cost	% Over
2	Solid Slab Sodding	SY	75	277	+202	\$375	\$1,385	+\$1,010	269%
4	Aggregate Base	SY	292	355	+63	\$16,060	\$19,525	+\$3,465	22%
5	Separator Fabric	SY	2,656	3,293	+637	\$2,656	\$3,293	+\$637	24%
6	Subgrade Prep	SY	2,656	3,293	+637	\$2,656	\$3,293	+\$637	24%
7	Concrete Placement – Pavement	SY	2,467	3,293	+826	\$86,345	\$115,251	+\$28,906	33%
8	Concrete for Pavement	CY	410	638	+228	\$82,000	\$127,600	+\$45,600	56%

10	Valley Gutter	LF	105	140	+35	\$6,300	\$8,400	+\$2,100	33%
11	Sidewalk	SY	471	523	+52	\$32,970	\$36,610	+\$3,640	11%
12	Remove Old Pavement	SY	2,620	3,293	+673	\$26,200	\$32,930	+\$6,730	26%
15	Light Pole w/ Wiring	EA	2	3	+1	\$5,500	\$8,250	+\$2,750	50%
17	Pipe Bollard	EA	9	16	+7	\$4,500	\$8,000	+\$3,500	78%
18	Pavement Striping	LF	1,550	1,660	+110	\$6,200	\$6,640	+\$440	7%
	OVERRUN TOTAL					\$271,762	\$371,177	+\$99,415	37%

1. Concrete for Pavement — Item 8 (+\$45,600 / 56% over)

This is the single largest overrun on the project. The contract called for 410 cubic yards of concrete. The final quantity was 638 cubic yards — 228 CY more than contracted. At \$200 per cubic yard, that added \$45,600 to the project cost.

This one item alone accounts for nearly half of the total project overrun.

2. Concrete Placement — Item 7 (+\$28,906 / 33% over)

The contract called for placing concrete over 2,467 square yards of pavement. The actual area placed was 3,293 square yards — 826 SY more than contracted. At \$35 per square yard, that added \$28,906.

Combined, Items 7 and 8 account for \$74,506 — or 77% of the entire project overrun.

3. Remove Old Pavement — Item 12 (+\$6,730 / 26% over)

The contract called for removing 2,620 SY of existing gravel, concrete, and asphalt. The final quantity removed was 3,293 SY — 673 SY more than contracted. This directly mirrors the expanded concrete paving area above.

Section 5 — Findings/Preventative Measures

1. Discrepancies in Concrete Quantity

The two concrete line items (placement and material) together account for \$74,506 — or 77 cents of every dollar of overrun. The expanded paving footprint also drove up the cost of removing old pavement and preparing the subgrade.

2. Billing

Pay Applications not submitted monthly. Stop-gaps have been put in place to ensure monthly billing and better identify overruns and change orders prior to completion of project.

3. Change Orders

Any modifications to contract, including quantity overruns and change orders, will require written estimate and approval prior to proceeding.

Bid Tabulation

Project: FBB Downtown Parking lot Project
Bid Date: 11/18/2025
Date: 11/18/2025

						CHEROKEE PRIDE CONSTRUCTION PO BOX 28 SAPULPA, OK 74067	MAGNUM CONSTRUCTION INC PO BOX 797 BROKEN ARROW, OK 74013		GUBER CONSTRUCTION LLC 24965 E 91ST STREET BROKEN ARROW, OK 74014		R&L CONSTRUCTION LLC 9901 S FRANKOMA ROAD SAPULPA, OK 74066		DIVERSIFIED CIVIL CONTRACTORS 12712 S 193RD E AVE BROKEN ARROW, OK 74014		D-KERNS CONSTRUCTION INC 6551 EAST TOWER LANE CLAREMORE, OK 74019	
Item No.	Spec. No.	Description	Bid Unit	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Base Bid																
1	220	Erosion Control Maintenance During Construction	LSUM	1	\$ 2,000.00	\$ 2,000.00	\$ 9,978.00	\$ 9,978.00	\$ 5,000.00	\$ 5,000.00	\$ 9,500.00	\$ 9,500.00	\$ 3,800.00	\$ 3,800.00	\$ 3,250.00	\$ 3,250.00
2	230(A)	Solid Slab Sodding	SY	75	\$ 5.00	\$ 375.00	\$ 6.00	\$ 450.00	\$ 15.00	\$ 1,125.00	\$ 15.00	\$ 1,125.00	\$ 6.00	\$ 450.00	\$ 8.00	\$ 600.00
3	230(A)	Stabilization with Sod	SY	171	\$ 10.00	\$ 1,710.00	\$ 6.00	\$ 1,026.00	\$ 20.00	\$ 3,420.00	\$ 15.00	\$ 2,565.00	\$ 6.00	\$ 1,026.00	\$ 10.00	\$ 1,710.00
4	303(A)	Aggregate Base Type A	CY	292	\$ 55.00	\$ 16,060.00	\$ 72.00	\$ 21,024.00	\$ 75.00	\$ 21,900.00	\$ 60.00	\$ 17,520.00	\$ 71.00	\$ 20,732.00	\$ 72.00	\$ 21,024.00
5	310B	Subgrade, Method B	SY	2656	\$ 1.00	\$ 2,656.00	\$ 10.00	\$ 26,560.00	\$ 5.00	\$ 13,280.00	\$ 6.00	\$ 15,936.00	\$ 2.00	\$ 5,312.00	\$ 3.00	\$ 7,968.00
6	325	Separator Fabric	SY	2656	\$ 1.00	\$ 2,656.00	\$ 4.00	\$ 10,624.00	\$ 5.00	\$ 13,280.00	\$ 4.00	\$ 10,624.00	\$ 2.00	\$ 5,312.00	\$ 1.50	\$ 3,984.00
7	414A	P.C. Concrete Pavement (Placement)	SY	2457	\$ 35.00	\$ 85,995.00	\$ 55.00	\$ 135,135.00	\$ 24.00	\$ 58,968.00	\$ 32.00	\$ 78,624.00	\$ 43.00	\$ 105,651.00	\$ 22.00	\$ 54,054.00
8	414G	P.C Concrete for Pavement	CY	410	\$ 200.00	\$ 82,000.00	\$ 232.00	\$ 95,120.00	\$ 210.00	\$ 86,100.00	\$ 200.00	\$ 82,000.00	\$ 238.00	\$ 97,580.00	\$ 250.00	\$ 102,500.00
9	609B	1'x8" COMB Curb & Gutter (6" Barrier)	LF	682	\$ 30.00	\$ 20,460.00	\$ 41.00	\$ 27,962.00	\$ 25.00	\$ 17,050.00	\$ 32.00	\$ 21,824.00	\$ 34.00	\$ 23,188.00	\$ 30.00	\$ 20,460.00
10	609B	3' Wide Valley Gutter	LF	105	\$ 60.00	\$ 6,300.00	\$ 51.00	\$ 5,355.00	\$ 50.00	\$ 5,250.00	\$ 27.00	\$ 2,835.00	\$ 37.00	\$ 3,885.00	\$ 22.00	\$ 2,310.00
11	610A	4" Sidewalk	SY	471	\$ 70.00	\$ 32,970.00	\$ 88.00	\$ 41,448.00	\$ 42.00	\$ 19,782.00	\$ 72.00	\$ 33,912.00	\$ 78.00	\$ 36,738.00	\$ 70.00	\$ 32,970.00
12	619B	Remove Existing Gravel, Conc. Asphalt	SY	2620	\$ 10.00	\$ 26,200.00	\$ 18.00	\$ 47,160.00	\$ 20.00	\$ 52,400.00	\$ 32.00	\$ 83,840.00	\$ 13.00	\$ 34,060.00	\$ 19.00	\$ 49,780.00
13	619B	Remove/Reinstall Parking Bumper	EA	17	\$ 200.00	\$ 3,400.00	\$ 61.00	\$ 1,037.00	\$ 500.00	\$ 8,500.00	\$ 150.00	\$ 2,550.00	\$ 77.00	\$ 1,309.00	\$ 80.00	\$ 1,360.00
14	641	Mobilization / Demobilization	LSUM	1	\$ 40,000.00	\$ 40,000.00	\$ 19,500.00	\$ 19,500.00	\$ 10,000.00	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00	\$ 23,000.00	\$ 23,000.00	\$ 31,800.00	\$ 31,800.00
15	809A	Light Pole w/Fixture Incl. Conduit, Wires, Complete	EA	2	\$ 2,750.00	\$ 5,500.00	\$ 6,475.00	\$ 12,950.00	\$ 10,000.00	\$ 20,000.00	\$ 1,200.00	\$ 2,400.00	\$ 9,400.00	\$ 18,800.00	\$ 4,000.00	\$ 8,000.00
16	850A	Sign with Sign Post	EA	6	\$ 300.00	\$ 1,800.00	\$ 397.00	\$ 2,382.00	\$ 1,000.00	\$ 6,000.00	\$ 400.00	\$ 2,400.00	\$ 650.00	\$ 3,900.00	\$ 900.00	\$ 5,400.00
17	851B	Pipe Bollard	EA	9	\$ 500.00	\$ 4,500.00	\$ 739.00	\$ 6,651.00	\$ 550.00	\$ 4,950.00	\$ 975.00	\$ 8,775.00	\$ 600.00	\$ 5,400.00	\$ 600.00	\$ 5,400.00
18	854A	4" Pavement Striping	LF	1550	\$ 4.00	\$ 6,200.00	\$ 1.50	\$ 2,325.00	\$ 7.00	\$ 10,850.00	\$ 4.00	\$ 6,200.00	\$ 4.00	\$ 6,200.00	\$ 7.00	\$ 10,850.00
19	854B	HC Symbol Pavement Marking	EA	4	\$ 400.00	\$ 1,600.00	\$ 122.00	\$ 488.00	\$ 1,000.00	\$ 4,000.00	\$ 200.00	\$ 800.00	\$ 300.00	\$ 1,200.00	\$ 145.00	\$ 580.00
					\$ 342,382.00		\$ 467,175.00		\$ 361,855.00		\$ 398,430.00		\$ 397,543.00		\$ 364,000.00	

Prepared By:

Gwen Plante, Project Manager, City of Bixby

Certified By:

Kevin Arnold, City Engineer, City of Bixby