

City Council Meeting Minutes

Bixby Municipal Building
111 N. Cabaniss Ave., Bixby, OK 74008
May 27, 2025 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 May 23, 2025, on or before 5:00 p.m.

Call to Order

Mayor Girard called the City Council Meeting to order at 6:06 pm.

Roll Call

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

Members Present

Mayor Girard
Vice Mayor Schultz
Councilor Hirshey
Councilor David
Councilor Payne (Not Present)

Staff Present

Joey Wiedel, City Manager
Shannon Duran, City Clerk
Phil Frazier, City Attorney
JT Hammons, City Attorney
Charles Barnes, Finance Director
Bea Aamodt, Public Works Director
Todd Blish, Police Chief
Joe Sherrell, Fire Chief
Bryan Toney, Public Information Officer

Pledge of Allegiance

Invocation

- 1) Appreciation and Congratulation Awards to Bixby High School Class of 2025 interns: Millie Curtindale, Asheton Bury, Nicholas Freimuth, and Jaxson Kidd for Dedicated Service as City of Bixby Interns.

City staff presents interns Millie Curtindale, Asheton Bury, Nicholas Freimuth, and Jaxson Kidd with awards and congratulations for their internship with the City of Bixby. Message from City Manager and Mayor

Consent Agenda

- 1) Minutes for the Work Session dated 5/12/25.
- 2) Minutes for the City Council Meeting dated 5/12/25.
- 3) Consider and/or approve purchase order to Oklahoma Municipal Assurance Group for renewal of City's general liability and automobile insurance for FY-26 in the amount of \$179,993.99 (City's portion of total bill – includes General Fund, Parks and Cemetery)
- 4) Consider and/or approve purchase order to Oklahoma Municipal Assurance Group for renewal of City's property insurance in the amount of \$150,846.00 (General Fund, Parks Fund, Cemetery Fund)
- 5) Consider and/or approve annual renewal website hosting and software package from CivicPlus, Inc. SeeClickFix software for FY26 in the amount of \$14,374.52. (City portion is \$7,187.26)
- 6) Consideration and approval of the purchase of up to \$19,941.59 for network equipment from CDW-G on state pricing.
- 7) Discuss and/or approve Amendment No. 2 to Beck Design's agreement to add design services for an Electronic Acoustic Enhancement System for the Bixby Performing Arts Center in the amount of \$13,750.
- 8) Consider and/or approve payment in the amount of \$15,425 to Utility Supply for the purchase of a starter kit pump and drum for Perma-Patch 6690 Cold Fuze Pourable Crack Sealant (\$5,925), and cold patch material (\$9,500) for the Street Department.

Mayor Girard said Items 1-8 on the Consent Agenda is up for discussion and consideration.

Item presented by

Others who spoke: Bea Aamot, Public Works Director; Wes Rutledge from Beck Design-Item 7

Councilor Mike David requests to pull item 7 for further discussion. Ms. Aamodt, Public Works Director, provides council with an update as to the agreement and project development designs for the Performing Arts Center. Wes Rutledge from Beck Design is present and provides the council with an update as to the changes to save costs for the Performing Arts Center. The council inquired as to the budget and design of the project. Council requested to pull item 7 to bring it back for further discussions. Item 7 on the Consent Aenda is pulled

Mayor Girard asks for a motion to approve items 1-8 minus item 7. Councilor Hirshey made a motion to approve agenda items minus item 7, seconded by Mayor Girard. The vote was taken with the following results:

Carried:4-0

Ayes: Hirshey, Girad, David, Schultz

Nays: 0

Regular Agenda

- 1) Discussion, consideration, and possible vote approval of the Fiscal Year 26 budget, including budget resolution.- Resolution 2025-11.

Mayor Girard said Items 1 on the Regular Agenda is up for discussion and consideration.
Presented by Charles Barnes, Finance Director
Others who spoke: None

Mr. Barnes provided an overview of the requirements for the proposed Fiscal Year 2026 budget. Mr. Barnes formally requested council to approve the FY26 budget.

Mayor Girard asks for a motion to approve item 1. Councilor David made a motion to approve, seconded by Vice Mayor Schultz. The vote was taken with the following results:

Carried:4-0

Ayes: David, Schultz, Hirshey, Girard

Nays: 0

- 2) Consider and discuss, approve, reject, amend or revise a Resolution relating to the incurring indebtedness by the Trustees of the Bixby Public Works Authority in the amount of \$5,500,000.00 and waiving competitive bidding with respect thereto; and approving a loan and security agreement, note, sales tax agreement, and such other documents as may be necessary or required. Resolution 2025-9

Mayor Girard said Items 2 on the Regular Agenda is up for discussion and consideration.
Presented by Charles Barnes, Finance Director
Others who spoke: John Weideman, Hillborne & Weideman -Bond Counsel

Mr. Weideman, Bond Counsel, stated that this resolution serves as a companion item to be considered on the Bixby Public Works Authority agenda and relates to the advance funding of sales tax approved by voters in November 2024. The funding allows the City to begin key street projects now, rather than waiting for sales tax revenue to accumulate. He explained that the loan, to be placed with Mabrey Bank in Bixby, carries a 5.75% fixed interest rate, includes no origination fees, and is split across two terms.

City staff advises that the proposed funding will support street projects previously discussed as part of the Southeast Development, which includes approximately 150 acres located just north of 151st Street and west of Grant Avenue. The projects include the 148th Street extension, as well as improvements to Sheridan Road and Harvard Avenue. All of these improvements will be funded through the street renewal tax incentive approved by voters last year. These projects were previously identified as priorities under the street renewal tax incentive.

Discussion ensued between the Council regarding the waiver of competitive bidding and the financial prudence of the arrangement. Mr. Weideman and the City Attorney confirmed that competitive bidding may be legally waived for this type of financial service. Mr. Barnes emphasized this is considered a professional service. Councilor David noted that with no origination fees, flexibility to refinance at a lower rate, and no penalties for early repayment, this proposal seems financially sound and poses no risk to the City. There is no need to go out for competitive bidding. Councilor David also affirmed, for transparency, that he had no affiliation with Mabrey Bank but considered the offer fair and reasonable.

Mr. Hammons, City Attorney, further clarified that the action does not obligate the City directly, but rather authorizes the Public Works Authority, a public trust, to incur the debt. The obligation will be repaid through the transfer of sales tax revenues from the City to the trust, under an

agreement consistent with existing city practices. The Council discussed that waiting another year to issue bonds would likely result in increased costs, making this loan a more efficient and cost-effective option. It was agreed that this financing structure is in the City's best interest and supports the timely advancement of critical infrastructure projects.

Mayor Girard asks for a motion to approve item 2. Councilor Hirshey made a motion to approve, seconded by Councilor David. The vote was taken with the following results:

Carried:4-0

Ayes: Hirshey, David, Schultz, Girard

Nays: 0

- 3) Consider and discuss, approve, reject, amend or revise a Resolution relating to the incurring indebtedness by the Trustees of the Bixby Public Works Authority in the amount of \$4,500,000.00 and waiving competitive bidding with respect thereto; and approving a loan and security agreement, note, project agreement, and such other documents as may be necessary or required. Resolution 2025-10

Mayor Girard said Items 3 on the Regular Agenda is up for discussion and consideration.

Presented by Charles Barnes, Finance Director

Others who spoke: John Weideman, Bond Attorney

Mr. Barnes explained that the resolution returns the \$4,500,000.00 to the City's General Fund that was borrowed for a prior capital contribution made to support a project. He stated that if approved, the \$4,500,000.00 would be returned to the General Fund immediately. He also noted that maintaining an appropriate fund balance is important for the City's bond rating.

Councilor David inquired whether this money had originally come from reserves and whether there had been a time limit on repaying the funds. Mr. Barnes confirmed that the funds were drawn from the General Fund and that, while there was no formal repayment deadline, the City had always intended to identify future funding to restore the balance.

Mayor Girard noted that the issue of waiving competitive bidding had already been discussed in Item #2 on the agenda.

Mayor Girard asks for a motion to approve item 3. Councilor David made a motion to approve, seconded by Councilor Hirshey. The vote was taken with the following results:

Carried:4-0

Ayes: David, Hirshey, Schultz, Girard

Nays: 0

- 4) Discussion, consideration and possible vote for approval of Ordinance 2514 amending and correcting Ordinance 2490 to conform to Resolution No. 2024-14, expenditure of funds.

Mayor Girard said Items 4 on the Regular Agenda is up for discussion and consideration.

Presented by Charles Barnes, Finance Director

Others who spoke: City Attorney, Phil Frazier

Mr. Frazier advises council that Ordinance 2490 failed to include part of the resolution that addressed how the money should be spent. This ordinance would correct and include section 2

that resights the language in Resolution 2024-14, directing how the money should be spent.

Mayor Girard asks for a motion to approve item 4. Vice Mayor Schultz made a motion to approve, seconded by Councilor Hirshey. The vote was taken with the following results:

Carried:4-0

Ayes: Schultz, Hirshey, David, Girard

Nays: 0

- 5) Discussion, consideration, and possible vote to approve an emergency clause for Ordinance Number 2514, making it effective immediately upon passage, since the immediate operation of the provisions of the Ordinance is necessary for the preservation of public health, safety, welfare, morals, and service to the citizens.

Mayor Girard said Items 5 on the Regular Agenda is up for discussion and consideration.

Presented by Charles Barnes, Finance Director

Others who spoke: City Attorney, Phil Frazier

Mayor Girard asks for a motion to approve item 5. Vice Mayor Schultz made a motion to approve, seconded by Councilor Hirshey. The vote was taken with the following results:

Carried:4-0

Ayes: Schultz, Hirshey, David, Girard

Nays: 0

- 6) Discussion, consideration, and possible approval of an agreement with Beck Design for architectural services related to the Dawes Building Office Renovation Project in the amount of \$29,000.00.

Mayor Girard said Items 6 on the Regular Agenda is up for discussion and consideration.

Presented by Joey Wiedel, City Manager

Others who spoke: Richard Oltman

Mayor Girard states Mr. Oltman is signed up to speak, Mr. Oltman states he would like for council to discuss first.

Councilor David inquires as to the need to renovate offices at the Dawes building. Mr Wiedel states that the Dawes building is in need of renovation to accommodate staffing growth. There are 3 offices and a weight room that will be renovated for additional office space. The hope is to gain at least 5 to 6 offices with this renovation. Mr. Wiedel advises that the item is on for design services and that it will then go out to bid for the project itself.

Mr. Oltman briefly speaks on this item.

Mayor Girard asks for a motion to approve item 6. Vice Mayor Schultz made a motion to approve, seconded by Councilor Hirshey. The vote was taken with the following results:

Carried:4-0

Ayes: Schultz, Hirshey, David, Girard

Nays: 0

- 7) Discussion, consideration, and possible vote for approval of an agreement with Beck Design for architectural services related to the Police Department Office Renovation Project in the amount of \$226,250.00.

Mayor Girard said Items 7 on the Regular Agenda is up for discussion and consideration.

Presented by Joey Wiedel, City Manager

Others who spoke:

Mr. Wiedel states that the Police Department building is a 9000 sq. foot building and will require renovation/engineering to accommodate growth within the Police Department. The total estimated reconstruction of the building is estimated to be around 3 million dollars, which has been budgeted. Discussions ensued between staff and council.

Mayor Girard asks for a motion to approve item 7. Councilor Hirshey made a motion to approve, seconded by Mayor Girard. The vote was taken with the following results:

Carried:4-0

Ayes: Hirshey, Girard, Schultz, David

Nays: 0

- 8) Discussion, consideration, and possible vote for approval to amend the agreement with Benham Design, LLC for engineering design services related to the replacement of the bridge deck on E. 121st Street over Haikey Creek; proposed fee is \$93,771; engineering design services will proceed upon approval.

Mayor Girard said Items 8 on the Regular Agenda is up for discussion and consideration.

Presented by Bea Aamodt, Public Works Director

Others who spoke: Joey Wiedel, City Manager

Ms. Aamodt provided an overview of the project to replace the bridge over Haikey Creek on 121st Street. She explained that city staff have been working with the Muscogee Creek Nation to explore funding options. While some funding was secured, it was only sufficient to cover the design phase of the project, not construction. Ms. Aamodt states that, given the urgency, the City thanked the nation for the engineering support but determined it could not wait the estimated 1–2 years for additional construction funds and needs to proceed with repairs.

Ms. Aamodt advises council that Benham Engineering prepared a technical memo outlining few alternative solutions. After reviewing options with staff, the recommended alternative that is the most cost-effective is to replace the bridge decking. Benham has already begun preliminary design work using the remaining funds from the technical memo and has submitted initial plans to the City. Staff has requested that final plans be completed by June, so the project can go out to bid and start construction in July. The estimated repair time is approximately 90 days, and the goal is to complete the project before the start of the school year.

There were also questions regarding the ownership of the bridge. Mayor Girard clarified that the City of Bixby is taking full responsibility for the bridge replacement project and acknowledged the stress the bridge closure has caused for residents.

Councilor Hirshey made a motion to approve, seconded by Mayor Girard.

A motion was made regarding the Haikey Creek bridge project, after which Councilor David

requested clarification. Discussions followed between council members and staff, during which it was noted that the bridge is approximately 70 years old and in critical need of repair. The proposed deck replacement is estimated to extend the bridge's lifespan by an additional 25 years. Due to ongoing litigation involving Tulsa County, staff did not comment on certain legal matters. The City Manager provided updates and emphasized that moving forward with the project is the right decision to ensure the safety of all citizens.

The vote was taken with the following results:

Carried:4-0

Ayes: Hirshey, Girard, Schultz, David

Nays: 0

- 9) Discussion, consideration, and possible vote for approval of an agreement with Professional Engineering Consultants (PEC) for engineering design services related to the E. 117th Street Drainage Improvements Project. Proposed fee is \$48,000.

Mayor Girard said Items 9 on the Regular Agenda is up for discussion and consideration.

Presented by Bea Aamodt, Public Works Director

Others who spoke:

Ms. Aamodt provided an overview of the drainage project, which was previously discussed during last summer's retreat, focusing on priority projects in North Bixby funded through a bond issue. Of the three projects previously presented to Council, the area at 117th and 85th has been identified as the top priority due to recurring flooding concerns. City staff engaged Professional Engineering Consultants (PEC) to study the area and provide a technical memo with hydrology analysis and repair alternatives.

PEC recommended installing two 6'x3' box culverts and raising the road at 117th to accommodate a 100-year storm event. This solution would address flooding both south and north of the road by replacing the undersized existing culvert and improving water flow. The plan also includes a concrete ditch to carry runoff more effectively. PEC has submitted a proposal to design the project at a cost of \$48,000. Discussions followed, and the Council expressed support for the recommendation, agreeing it was the best solution to move forward.

Mayor Girard asks for a motion to approve item 9. Councilor Hirshey made a motion to approve, seconded by Councilor David. The vote was taken with the following results:

Carried:4-0

Ayes: Hirshey, David, Schultz, Girard

Nays: 0

- 10) Discussion, consideration, and possible vote for approval of Ordinance No. 2513, pertaining to the partial closure of a public utility easement located at 7225 East 112th Place South in the Woodcreek Addition, Bixby, Oklahoma, as requested by property owner Amber Morris.

Mayor Girard said Items 10 on the Regular Agenda is up for discussion and consideration.

Presented by Bea Aamodt, Public Works Director

Others who spoke:

Ms. Aamodt provided an overview of a request submitted by Amber Morris for the closure of a 6-

foot utility easement located in her backyard to allow for the construction of a pool. The application was reviewed and forwarded to all relevant utility companies, none of which expressed any concerns with the proposed closure. City staff also reviewed the area and confirmed that all necessary infrastructure, including sanitary sewer service, is already in place. As there is no anticipated future need for the easement, staff recommends approval of the request.

Mayor Girard asks for a motion to approve item 10. Councilor David made a motion to approve, seconded by Councilor Hirshey. The vote was taken with the following results:

Carried:4-0

Ayes: David, Hirshey, Schultz, Girard

Nays: 0

- 11) Discussion, consideration, and possible vote to approve an emergency clause for Ordinance Number 2513, making it effective immediately upon passage, since the immediate operation of the provisions of the Ordinance is necessary for the preservation of public health, safety, welfare, morals, and service to the citizens.

Mayor Girard said Items 11 on the Regular Agenda is up for discussion and consideration.

Presented by Bea Aamodt, Public Works Director

Others who spoke:

Mayor Girard asks for a motion to approve item 11. Councilor David made a motion to approve, seconded by Councilor Hirshey. The vote was taken with the following results:

Carried:4-0

Ayes: David, Hirshey, Schultz, Girard

Nays: 0

- 12) City Manager's Report

City Manager Joey Wiedel provides a City Managers Report as follows:

Fire Department:

1. EMS Awards Banquet

- On May 20, we hosted an EMS Awards Banquet and Badge Pinning Ceremony.
- Members received awards such as Life-saving, Provider of the Year, and Fire Chief's Commendation.
- Thirteen members were pinned with new badges in anticipation of the July 1 promotions:
 1. 1 Deputy Fire Chief
 2. 3 Battalion Chiefs
 3. 3 Captains
 4. 3 Lieutenants
 5. 3 Drivers
- We also recognized Ms. Sue with Daylight Donuts as an Honorary Firefighter for her support of the fire department over several years.

2. New Stock Fire Engine Update;

- We were notified that the stock fire engine we purchased would be available for final inspection at the end of June for a July delivery to add to the fleet.
- This is about 3 months quicker than anticipated.
- We recently finalized the graphics and our apparatus committee will travel to Appleton, WI, for the final inspection.

Police Department:

Muscogee Creek Nation Partnership

- Meeting tomorrow with the Muscogee Creek Nation to explore a joint police firing range partnership
- The proposed project would use bond funding and other resources to build on land provided by the nation.
- Intended for shared use between Bixby PD and Lighthorse Police, with hopes of expanding into a joint training facility
- The goal is to enhance public safety and strengthen collaboration between both agencies and the Creek Nation.

City Clerk

Our City Clerk attended the 79th annual International City Clerk Conference through the International Institute of Municipal Clerks last week.

1. This is a professional association dedicated to enhancing the education and certification of municipal clerks worldwide.
 - Oklahoma had 9 City Clerks who attended, which was a record – Shawnee, Choctaw, Broken Arrow, Muskogee, Jenks, Owasso, Claremore, Collinsville, and Bixby - Putting Bixby on the map.
 - Shannon has attended over 40 hours of training in things such as Culture within the City, Leadership, Self-Care, presentation, city branding, along with touring the City of St. Louis to get ideas on infrastructure. These credits go towards credit hours towards her Master Municipal Clerk Certificate.

Community Partners:

- BBQ & Blues was a success. The City Manager thanked those who made the event a success.

Reminders:

Fireworks Licenses

- Starting June 1st, fireworks licenses will be on our city website.
- All citizens who plan on shooting fireworks will be required to purchase a permit and will need to be visible.

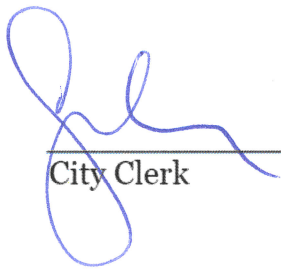
- Stands will be authorized to open on June 15th, where citizens will be able to purchase licenses.

Housing Survey

- In partnership with the Chamber of Commerce, the city has asked for citizen participation in filling out a housing survey.

13) Adjournment

Adjournment was called at 7:06 pm


City Clerk

Mayor

[illegible]