

City Council Meeting Minutes

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

Call to Order

Mayor Girard called the meeting to order at 6:11 pm.

Roll Call

Candyce Karpe, Assistant City Clerk, called the roll, and the following were present:

Members Present

Mayor Girard
Vice Mayor Schultz
Councilor David
Councilor Payne

Members Not Present

Councilor Hirshey

Staff Present

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

Pledge of Allegiance

The Pledge of Allegiance was led by Councilor Shultz.

Invocation

The Invocation was given by Councilor David.

Consent Agenda

- 1) Minutes for the Work Session dated 10/13/25.
- 2) Minutes for the City Council Meeting dated 10/13/25.

- 3) Consideration and possible approval to award trade packages and subsequent subcontracts for the Bixby Performing Arts Center project. Awards will be made to the lowest responsible bidders, as outlined in the attached change order provided by Nabholz Construction, the City's Construction Manager at Risk (CMAR) for the project.
- 4) Consider and/or approve purchase order to Bill Knight Ford for emergency repairs of a 2017 Ford F-350 Crew Cab for the Streets Department in the amount of \$14,416.12.
- 5) Consider and/or approve purchase order to Grainger for a Huskvarna Walk-Behind Concrete Saw for Streets Department in the amount of \$12,898.96.
- 6) Consider and/or take action to approve Amendment No. 1 of the Agreement with Garver for additional improvement alternatives to the technical memo detailing design options for the 161st Street Rehabilitation project from Memorial to Mingo Road; total cost is \$155,600.00.
- 7) Consider and/or approve an Operator and Maintenance Agreement with Bixby Winter Wonderland LLC for the 2025 Skating Rink Season.
- 8) Consider and approve the rental agreement for an ice chiller with Oklahoma Chiller as a single source vendor for the 2025 Skating Rink Season.
- 9) Consider and/or approve \$7,320.00 for the purchase of the Old Urban Trolley, Inc., a local provider based in Sapulpa, Oklahoma, to provide trolley services for winter community events and activities.
- 10) Discuss and/or approve the purchase of snow plows and spreaders for the 2025 Winter Season with Industrial Truck Equipment, Inc. under state contract pricing for the amount of \$83,900.00.
- 11) Consider and/or approve the purchase of radios with L3Harris for the amount of \$25,946.77 (General Fund Portion).
- 12) Consider and/or approve the awarding of a citywide Voice-over-IP request for quote to BTC Broadband.
- 13) Consider and/or approve the Interlocal Agreement between the City of Bixby and the Board of County Commissioners of the County of Tulsa, Oklahoma for roadway construction, maintenance, and repair within city limits.

Items 2, 4 and 7 were pulled to discuss.

Mayor Girard said Items 1–13, except for items 2, 4 and 7 on the Consent Agenda, are up for discussion and consideration.

Mayor Girard asks for a motion to approve items 1–13 with the exceptions of items 2, 4 and 7.

Councilor David made a motion to approve, seconded by Councilor Payne.

The vote was taken with the following results:

Carried: 4-0

Ayes: David, Payne, Schultz, Girard

Nays: 0

Mayor Girard said Item 7 on the Consent Agenda, is up for discussion and consideration.
Others Who Spoke: Madeline Luster, Public Relations

Discussion ensued on the contracts and a question was brought up about answering questions from an anonymous person.

Mayor Girard asks for a motion to approve item 7.
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, Payne, Girard
Nays: 0

Mayor Girard said Item 2 on the Consent Agenda, is up for discussion and consideration.
Others Who Spoke: Gary Halstead

Gary commended the staff for taking responsibility for the bridge and on the quick response to fixing problems posted by citizens

Mayor Girard asks for a motion to approve item 2.
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, Payne, Girard
Nays: 0

Mayor Girard said Item 4 on the Consent Agenda, is up for discussion and consideration.
Others Who Spoke: Gary Halstead

Mayor Girard asks for a motion to approve item 4.
Councilor Payne made a motion to approve, seconded by Vice Mayor Schultz.
The vote was taken with the following results:
Carried:4-0
Ayes: Payne, Schultz, David, Girard
Nays: 0

Regular Agenda

- 1) Public Hearing providing for presentation of proposed terms of Amendment to City of Bixby Tax Increment Financing District No.1, and providing for comments from the public related to the same, (Stephen Oakley, Bixby TIF Consultant)

Mayor Girard said Item 1 on the Regular Agenda is up for discussion and consideration.
Item presented by: JT Hammons, City Attorney
Others who spoke: Stephen Oakley, Bixby TIF Consultant

Steven Oakley explained that this was the second Public Hearing, outlines the purpose of the hearing, and invited comments or questions from the public. No comments were made and no one signed up to speak on this item

- 2) Discussion, consideration and possible vote for approval of Ordinance No. 2535 amending Ordinance No. 2297 providing for amendments to City of Bixby Tax Increment Financing District No. 1, by: increasing the life of the District from 20 to 25 years; having the Bixby Public Works Authority, or its assigns, install interior roads, water lines, storm sewer lines sanitary sewer lines, and related items to be reimbursed by the developers; and, allow eligible reimbursement of expenses necessary for operations of a grocery store including heat and air systems, cold storage lockers, fire suppression and related items. (Stephen Oakley, TIF Consultant)

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

Item presented by: JT Hammons, City Attorney

Others who spoke: Stephen Oakley, TIF Consultant and Gary Halstead

Discussion ensued regarding the proposed change from 20 to 25 years, as well as the Bixby Public Works Authority's installation of roads, water lines, storm sewer lines, sanitary sewer lines, and related infrastructure. These improvements would be reimbursed by the developers, including eligible expenses necessary for the operation of a grocery store.

Gary Halstead expressed concerns about reimbursing expenses related to the grocery store's operation. It was explained that the developer had agreed to cover these expenses as an incentive to the builder. The city would be reimbursed for these costs through the revenue stream generated by the TIF development, placing the financial risk on the developer. The reimbursement structure ensures the city is repaid first. The amount of taxpayer responsibility would not change, only the repayment period and the scope of eligible expenditures.

Mayor Girard asks for a motion to approve item 2.

Councilor David made a motion to approve, seconded by Councilor Payne.

The vote was taken with the following results:

Carried:4-0

Ayes: David, Payne, Schultz, Girard

Nays: 0

- 3) Discussion, consideration, and possible vote to approve an emergency clause for Ordinance Number 2535 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 Item 3 on the Regular Agenda is up for discussion and consideration.

Item presented by: JT Hammons , CItY Attorney

Others who spoke: None

Mayor Girard asks for a motion to approve item 3.

Vice Mayor Schultz made a motion to approve, seconded by Councilor David.

The vote was taken with the following results:

Carried:4-0

Ayes: Schultz, David, Payne, Girard

Nays: 0

- 4) Discussion, consideration, and possible action to approve a Site Plan (BXSP-25.01) for an Ice Vending Machine to be located at the northwest corner of East 131st Street and South Memorial Drive, including consideration and possible approval of a waiver of the masonry wall requirement.

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

Item presented by: Gladys Gill

Others who spoke: Charles Bell, Developer

After some discussion and questions to the developer, Charles Bell, the item was tabled until November 13th to allow the developer to check into some pricing for a masonry fence.

- 5) Discussion, consideration, and possible action on a Specific Use Permit, case number BXSUP-25.02, to permit Use Unit 9, Manufactured Home Dwelling, within the Agriculture (AG) zoning district for an unplatted property located on the north side of East 141st Street, approximately 500 feet east of South Sheridan Road within the City of Bixby, Oklahoma.

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

Item presented by: Gladys Gill, Assistant Planner

Others who spoke: Richard Stuckland, Applicant, Gary Halstead and Clayton Flannery

Ms. Gill provided an overview of the prospective development. Discussion ensued regarding the placement of a manufactured home at this location. Questions were raised about the home's location on the property and whether additional manufactured homes might be allowed in the future.

Gary Halstead expressed concerns about the manufactured home potentially leading to a mobile home park, the precedent it might set, and requested some type of screening. Clayton Flannery voiced similar concerns. City Manager Joey Wiedel addressed several of the questions and concerns. Councilor David also asked questions of the applicant.

Mayor Girard asks for a motion to approve item 5.

Vice Mayor Schultz made a motion to approve, seconded by Councilor David.

The vote was taken with the following results:

Carried:3-1

Ayes: Schultz, David, Payne

Nays: Girard

- 6) Discussion, consideration, and possible action for Preliminary Plat, case number BXPT-25.08, submitted for Bixby Plains, a proposed residential development located on the south side of East 161st Street, approximately 660 feet east of South Riverview Drive in the City of Bixby.

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

Item presented by: Gladys Gill, Assistant Planner

Others who spoke: Erik Enyart, Tanner Consultants

Ms. Gill provided an overview of the prospective development. Discussion focused on the two different zoning designations on the property, RS2 and RS3. Erik Enyart explained that the northern portion of the property was already zoned RS3, while the southern portion had recently

been rezoned to RS2. He noted that the RS3 zoning in the northern portion aligns more closely with the type of development planned for that area.

A question was raised regarding the timeline from approval to issuance of a certificate of occupancy. It was explained that the certificate of occupancy is expected in approximately two years, with about one year before the final plat is requested. Brief discussions also occurred regarding infrastructure considerations.

Mayor Girard asks for a motion to approve item 6.

Councilor Payne made a motion to approve, seconded by Councilor David.

The vote was taken with the following results:

Carried:4-0

Ayes: Payne, David, Schultz, Girard

Nays: 0

7) Motion to enter into Executive Session

- a. Discussion on the employment of a new Public Works Authority Director. Authority: Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307.B.1

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

Item presented by: Mayor Girard

Mayor Girard asks for a motion to approve item 7.

Councilor David made a motion to approve, seconded by Vice Mayor Shultz.

The vote was taken with the following results:

Carried:4-0

Ayes: David, Schultz, Payne, Girard

Nays: 0

Entered into Executive Session at 7:09 pm, with the following present: Mayor Girard, Vice Mayor Schultz, Councilor David, Councilor Payne, JT Hammons, City Attorney and Joey Wiedel, City Manager.

At 7:51 JT Hammons, Joey Wiedel and Mayor Girard return from the executive session.

At 7:52pm Vice Mayor Schultz, Councilor David, and Councilor Payne return from the executive session.

No action was taken in the executive session.

8) Motion to Exit Executive Session.

Mayor Girard asks for a motion to exit the executive session.

Councilor David made a motion to approve, seconded by Councilor Payne.

The vote was taken with the following results:

Carried:4-0

Ayes: David, Payne, Schultz, Girard

Nays: 0

- 9) Consider and take any necessary action resulting from discussion on employment of a new Public Works Authority Director.

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

Item presented by: Brad Girard, Mayor

Others who spoke: JT Hammons, City Attorney

JT Hammons discussed that there was no action taken or vote taken during the executive session and suggested a motion be made to approve the offer of employment for the Bixby Public Works Director to Billy Warren.

Mayor Girard asks for a motion to approve.

Vice Mayor Schulz made a motion to approve, seconded by Councilor David.

The vote was taken with the following results:

Carried:4-0

Ayes: Schultz, Payne, David, Girard

Nays: 0

- 10) City Manager's Report

City Manager Joey Wiedel welcomed the new Public Works Director, Billy Warren and his wife.

Fire Department:

Conference Attendance:

Chiefs Sherrell and Flanary attended the Southwestern Division International Association of Fire Chiefs Conference in Fayetteville, Arkansas, last week. They completed courses on budgeting, contingency planning, electric vehicle fire response, and leadership. Participation in this conference helps the department stay updated on the latest trends, technologies, and best practices in the fire service.

ISO Audit:

The department participated in its Insurance Services Office (ISO) audit last week. The ISO evaluation reviews fire department operations, water systems, and emergency dispatch services. The resulting rating influences local insurance premiums and reflects the community's overall fire protection capabilities. Updated classification results are expected by the end of the year.

Police Department:

Staffing:

BPD currently has two openings for police officer. We have made a tentative offer for one of the positions pending their physical and drug test. We will be testing for the vacant position on November 8th.

The 911 Communications Center has one vacancy and interviews are underway. A second vacancy is being filled by a former employee who has asked to be reinstated and was approved to do so.

Citizens Police Academy

Citizens Police Academy participants will graduate tomorrow night, October 28th, in the Council Chambers after 10 weeks of training and gaining valuable insight into police operations as well as educational topics.

Halloween Events

The Bixby Police Department participated in several trunk-or-treat activities over the weekend and has several community events already scheduled for the month of November.

Operation Blue Envelope

BPD will participate in a Tulsa-wide initiative, along with 11 other local agencies, called "Operation Blue Envelope." This program provides educational materials to families and individuals with physical or intellectual disabilities, including identification cards to present during traffic stops to indicate hearing disabilities, autism, or language barriers. The program aims to reduce misunderstandings with police.

City Government

Housing Study:

The Housing Study is now available. Residents may access the report on the City's website or social media pages.

State of the City:

The 2025 State of the City address will take place on November 12th at 11:30 a.m. at Bixby High School. Tickets are available through the Chamber or City social media channels.

Reminders:

Halloween Safety Tips:

- Drivers: Slow down and watch for kids in neighborhoods.
- Kids: Young children should have an adult and stay in groups.
- Costumes: Ensure masks don't block vision; add reflective tape, flashlights, or glow sticks.
- Trick-or-Treating: Stick to sidewalks and inspect candy before eating.
- Decorations: Keep pumpkins/candles away from flammable items and clear walkways/exits.

Hallowthemed Party:

Due to weather, the Hallowthemed Party has been rescheduled for Thursday, October 30th, from 6:00 p.m. to 9:00 p.m.

See Click Fix:

Residents can report issues such as potholes or damaged street signs through the City website or by scanning the QR code. This is the fastest way to address maintenance requests, though some repairs may take time due to parts availability.

111th Street Road Project:

New engineering has been requested after issues arose once the asphalt was removed.

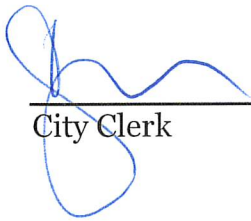
Construction is temporarily halted until the engineering review is completed.

The Mayor's Corner:

The Mayor discussed the recent government shutdown and reminded residents that local food banks are in need of donations, especially as SNAP benefits will be affected at the end of the month.

11) Adjournment

Mayor Girard adjourned the meeting at 8:08 pm.



City Clerk





Mayor



Bixby City Council

Speaker Sign-In Sheet

Date: 10/24/25

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

[illegible]