

City Council Meeting Minutes

Bixby Municipal Building
111 N. Cabaniss Ave., Bixby, OK 74008
January 12, 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 January 8, 2026, on or before 5:00 p.m.

Call to Order

Mayor Girard called the meeting to order at 6:06 pm.

Roll Call

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

Members Present:

Mayor Girard
Vice Mayor Schultz
Councilor Hirshey
Councilor David
Councilor Payne

Staff Present:

Joey Wiedel, City Manager
JT Hammons, City Attorney
Shannon Duran, City Clerk
Charles Barnes, Finance Director
Dylan Warner, Public Works Director
Todd Blish, Police Chief
Joe Sherrell, Fire Chief

Invocation

Invocation was given by Councilor Hirshey.

Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Girard.

At 6:06 pm, Mayor Girard recessed the City Council Meeting and calls the Public Works Authority meeting.

Returned to the City Council Meeting at 6:31pm.

Consent Agenda

- 1) Minutes for the Special Work Session dated 12/16/25.
- 2) Minutes for the City Council Meeting dated 12/16/25.
- 3) Consider and/or approve Resolution No. 2026-1, identifying certain annexed roadways containing bridges currently listed on Tulsa County's Bridge Inventory, and approving an agreement between Tulsa County and the City of Bixby regarding ownership, responsibility for bridge maintenance, and safety inspections of those bridges, effective as of the date of approval.
- 4) Acknowledge receipt of the Oklahoma Department of Environmental Quality (ODEQ) SLO00072250967, Facility No. S20407, 141 Street & Lewis.
- 5) Consider and/or approve an invoice from Terracon for a subsurface, exploration, testing, and geotechnical report for South Mingo Road in the amount of \$12,380.95.
- 6) Consider and/or approve an invoice from Terracon for a subsurface, exploration, testing, and geotechnical report for East 131st Street in the amount of \$12,380.95.
- 7) Consider and/or Approve the Bixby Fire Department Strategic Plan.
- 8) Consider and/or approve Economic Development Agreement between City of Bixby and The Reserve at 151.
- 9) Consider and/or approve Hold Harmless and Release Agreement between Red Dog Construction, Sai Ram Hospitality and City of Bixby.
- 10) Consider and/or approve Assignment and Assumption of Real Estate Purchase and Economic Redevelopment Agreement between Red Dog Construction, Leisure Hospitality Management and the City of Bixby.
- 11) Consider and/or approve economic development agreement between the City of Bixby and Robert Patel Leisure Hospitality Management, Inc. replacing previous agreement dated 11/13/2023.
- 12) Consider and/or approve Resolution 2026-2 of the Council of the City of the City of the Bixby, Oklahoma, expressing support for Tulsa County's FEMA Hazard Mitigation Grant Funding for Disaster #4575- Project Tulsa County Garnett and 101st Street Infrastructure protection; and Requesting final approval from the U.S. Department of Homeland Security.

Consent Agenda – Items 1–12

Mayor Girard stated that Items 1–12 on the Consent Agenda were open for discussion and consideration.

Others who spoke: Victoria Oltmann (signed up to speak on Items 9–11)

Ms. Oltmann has signed up to speak on items 9–11 and raised questions regarding the location

and one of the exhibits included in the agreements attached to Items 9 and 10. She requested clarification regarding which parking lot was being considered.

Joey Weidel, City Manager, clarified that the Hold Harmless Agreement applies only to the hotel. Red Dog Construction previously had a Hold Harmless Agreement related to parking on property they owned; however, they are no longer a party to that agreement. Mr. Patel with Leisure Hospitality will assume responsibility for the agreement. The City has reviewed this agreement with Mr. Patel individually, and adjustments were noted as necessary for the record.

It was clarified that the parking lots involved are located in Spartan Square and not at Midland Addition. The lots are intended solely for use by the convention center and hotel. Exhibit B was included in the agenda packet in error. Items 9 and 10 pertain only to the hotel parking lot on Cabaniss serving the convention center and hotel. JT Hammons, City Attorney, stated that the inclusion of Exhibit B was erroneous and that it should not be considered. For record-keeping purposes, it was noted that Exhibit B was included in error, and corrected agreements with the proper Exhibit B will be attached to these minutes and incorporated herein by reference.

Council asked what the appropriate motion would be.

The City Attorney advised that the appropriate motion would be to approve Items 1–8. Councilor David stated he would like to pull certain items for separate consideration. Items 5, 6, and 11 were pulled for further discussion.

Mayor Girard asked for a motion to approve Items 1, 2, 3, 4, 7, 8, and 12. Councilor David made a motion to approve, seconded by Councilor Hirshey.

Vote: Carried: 5–0

Ayes: David, Hirshey, Payne, Schultz, Girard

Nays: 0

Consent Agenda Item 5

Mayor Girard stated that Item 5 on the Consent Agenda was open for discussion and consideration.

Councilor David requested that it be noted Item 5 pertains to South Mingo Road from 101st Street to 111th Street and Item 6 pertains to 131st Street from Mingo Road to Garnett Road. Both projects are bond projects.

Mayor Girard asked for a motion to approve Item 5. Councilor David made a motion to approve the Geotech for South Mingo Road from 101st Street to 111th Street, seconded by Mayor Girard. Vote:

Carried: 5–0

Ayes: David, Girard, Payne, Hirshey, Schultz

Nays: 0

Consent Agenda Item 6

Councilor David made a motion to approve the for 131st Street from Mingo Road to Garnett Road, seconded by Mayor Girard.

Vote:Carried: 5-0

Ayes: David, Girard, Payne, Hirshey, Schultz

Nays: 0

Consent Agenda Items 9-11

Mayor Girard stated that Items 9-11 on the Consent Agenda were open for discussion and consideration.

Councilor David requested that Item 11 be moved to the end of the agenda. Mayor Girard temporarily tabled Item 11.

Councilor David made a motion to approve Items 9 and 10 with the clarification that the Hold Harmless Agreement is with Leisure Hospitality and not Red Dog Construction, and that it applies to Lots 1-11 only. It was further clarified that the hotel project at Spartan Square does not include Lots 20 and 21 as indicated in the agenda packet. The motion was seconded by Councilor Hirshey.

Vote:Carried: 5-0

Ayes: David, Hirshey, Payne, Schultz, Girard

Nays: 0

Consent Agenda Item 11

Mayor Girard stated that Item 11 on the Consent Agenda was open for discussion and consideration.

The City Manager provided a brief overview of the item, explaining that the new contract would remove much of the City's construction obligations and other related agreements. Under the proposed terms, the City would transfer ownership of the convention center to the developer, effectively removing the City from the project and allowing the developer to proceed more quickly. The use of TIF financing would apply. Mayor Girard asked for a motion to approve Item 11. Councilor David made a motion to approve with the condition that clawback language be added to the agreement, seconded by Councilor Hirshey.

Vote:Carried: 5-0

Ayes: David, Hirshey, Payne, Schultz, Girard

Nays: 0

Regular Agenda

- 1) Acceptance of the FY-2025 Audit prepared by CBEW Professional Group, LLP, Certified Public Accountants.

Mayor Girard said Item 1 on the Regular Agenda is up for discussion and consideration.
Item presented by: Charles Barnes, Finance Director
Others who spoke: Chuck Cooks, CBEW

A brief overview of the audit was given to the council.

Mayor Girard asks for a motion to approve item 1. Councilor Hirshey made a motion to approve, seconded by Vice Mayor Schultz.

The vote was taken with the following results:

Carried: 5-0

Ayes: Hirshey, Schultz, David, Payne, Girard

Nays: 0

- 2) Discussion, consideration and possible vote for approval of an Ordinance of the City of Bixby, Oklahoma, Amending the Bixby City Code, Title 6, Motor Vehicles and Traffic; Article A, Reckless Driving; Section 6-5A-8, Texting while driving; by prohibiting the handheld use of a cellular telephone in school zones; providing for codification, severability, repeater and declaring an emergency. - Ordinance 2538

Mayor Girard said Item 2 on the Regular Agenda is up for discussion and consideration.
Item presented by: Todd Blish, Chief of Police

Chief Blish gave a brief overview of the new ordinance and stated that this was to put Bixby in line with state law.

Mayor Girard asks for a motion to approve item 2. Councilor Hirshey made a motion to approve, seconded by Councilor Payne.

The vote was taken with the following results:

Carried: 5-0

Ayes: Hirshey, Payne, David, Schultz, Girard

Nays: 0

- 3) Discussion, consideration, and possible vote to approve an emergency clause for Ordinance Number 2538 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: Todd Blish, Chief of Police

Mayor Girard asks for a motion to approve item 3. Councilor Hirshey made a motion to approve, seconded by Vice Mayor Schultz.

The vote was taken with the following results:

Carried: 5-0

Ayes: Hirshey, Schultz, David, Payne, Girard

Nays: 0

- 4) Discussion, consideration, and possible vote for approval of an Ordinance of the City of Bixby, Oklahoma, Amending the Bixby City Code, Title 6, Motor Vehicles and Traffic; Chapter 1, general

provisions; Section 6-1-1, Definitions; By adding the definition of a low speed vehicle and updating the definition of a street legal vehicle; providing for codification, Severability, Repealer, and declaring for an emergency. - Ordinance 2539

Mayor Girard said Item 4 on the Regular Agenda is up for discussion and consideration.
Item presented by: Todd Blish, Chief of Police

Chief Blish gave a brief overview of the new ordinance and stated that this was to put Bixby in line with state law.

Mayor Girard asks for a motion to approve item 4. Councilor David made a motion to approve, seconded by Councilor Payne.

The vote was taken with the following results:

Carried: 5-0

Ayes: David, Payne, Hirshey, Schultz, Girard

Nays: 0

- 5) Discussion, consideration, and possible vote to approve an emergency clause for Ordinance Number 2539 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 5 on the Regular Agenda is up for discussion and consideration.
Item presented by: Todd Blish, Chief of Police

Mayor Girard asks for a motion to approve item 5. Councilor Payne made a motion to approve, seconded by Councilor David.

The vote was taken with the following results:

Carried: 5-0

Ayes: Payne, David, Hirshey, Schultz, Girard

Nays: 0

- 6) Discussion, consideration, and possible vote for approval an Ordinance of the City of Bixby, Oklahoma, amending the Bixby City Code, Title 5, Public Safety; Chapter 1, Police Department; By adding Section 5-1-4, award of Police Sidearm and Badge upon retirement or death; providing for codification, severability, repeater, and declaring an emergency. - Ordinance 2540

Mayor Girard said Item 6 on the Regular Agenda is up for discussion and consideration.
Item presented by: Todd Blish, Chief of Police

Chief Blish gave a brief overview of the new ordinance and stated that this was to put Bixby in line with state law.

Mayor Girard asks for a motion to approve item 6. Councilor Hirshey made a motion to approve, seconded by Councilor David.

The vote was taken with the following results:

Carried: 5-0

Ayes: Hirshey, David, Payne, Schultz, Girard

Nays: 0

- 7) Discussion, consideration, and possible vote to approve an emergency clause for Ordinance Number 2540 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 7 on the Regular Agenda is up for discussion and consideration.
Item presented by: Todd Blish, Chief of Police

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

Carried: 5-0
Ayes: Hirshey, Payne, David, Schultz, Girard
Nays: 0

- 8) Discussion, consideration, and possible vote for approval of an Ordinance of the City of Bixby Oklahoma, Amending the Bixby City Code, Title 5, Public Safety; Chapter 6, Animal Regulations; Article A, Generally; by adding Section 5-6A-17, Misrepresentation of a Service Animal; Providing for Codification, Severability, Repealer, and Declaring an Emergency.- Ordinance 2541

Mayor Girard said Item 8 on the Regular Agenda is up for discussion and consideration.
Item presented by: Todd Blish, Chief of Police

Chief Blish gave a brief overview of the new ordinance and stated that this was to put Bixby in line with state law.

Mayor Girard asks for a motion to approve item 8. Councilor Payne made a motion to approve, seconded by Mayor Girard.
The vote was taken with the following results:

Carried: 5-0
Ayes: Payne, Girard, David, Hirshey, Schultz,
Nays: 0

- 9) Discussion, consideration, and possible vote to approve an emergency clause for Ordinance Number 2541 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 9 on the Regular Agenda is up for discussion and consideration.
Item presented by: Todd Blish, Chief of Police

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

Carried: 5-0
Ayes: Payne, David, Hirshey, Schultz, Girard
Nays: 0

- 10) Discussion, consideration, and possible vote for approval of an Ordinance of the City of Bixby, Oklahoma, Amending the Bixby City Code, Title 5, Public Safety; Chapter 5, Offenses, Article A, Offenses involving Public Safety; Section 5-5E-3, Weapons and Firearms; By permitting the Conceal Carry of Firearms by City Officials in the Performance of the their duties; Providing for Codification, Severability, Repealer, and Declaring an Emergency.- Ordinance 2542

Mayor Girard said Item 10 on the Regular Agenda is up for discussion and consideration.
Item presented by: Todd Blish, Chief of Police

Chief Blish gave a brief overview of the new ordinance and stated that this was to put Bixby in line with state law.

Mayor Girard asks for a motion to approve item 10. Councilor Payne made a motion to approve, seconded by Councilor David.

The vote was taken with the following results:

Carried: 5-0

Ayes: Payne, David, Hirshey, Schultz, Girard

Nays: 0

- 11) Discussion, consideration, and possible vote to approve an emergency clause for Ordinance Number 2542 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 11 on the Regular Agenda is up for discussion and consideration.
Item presented by: Todd Blish, Chief of Police

Mayor Girard asks for a motion to approve item 11. Councilor Hirshey made a motion to approve, seconded by Councilor Payne.

The vote was taken with the following results:

Carried: 5-0

Ayes: Hirshey, Payne, David, Schultz, Girard

Nays: 0

- 12) Discussion, consideration and possible vote for approval of an Ordinance of the City of Bixby, Oklahoma, amending the Bixby City Code, Title 2, Finance and Taxation; Chapter 4, purchase and competitive bidding, regarding city purchasing orders, by raising the City Manager's spending authority from ten thousand to fifty thousand dollars; providing for codification, severability, repeater, and declaring an emergency. Ordinance 2544

Mayor Girard said Item 12 on the Regular Agenda is up for discussion and consideration.
Item presented by: Shannon Duran, City Clerk

Discussion ensued on the bidding process. Wanting to bring Bixby current and be in alignment with the surrounding cities.

Mayor Girard asks for a motion to approve item 12. Councilor Hirshey made a motion to approve, seconded by Councilor Payne.

The vote was taken with the following results:

Carried: 5-0

Ayes: Hirshey, Payne, David, Schultz, Girard

Nays: 0

- 13) Discussion, consideration, and possible vote to approve an emergency clause for Ordinance Number 2544 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 13 on the Regular Agenda is up for discussion and consideration.

Item presented by: Shannon Duran, City Clerk

Mayor Girard asks for a motion to approve item 13. Councilor Hirshey made a motion to approve, seconded by Councilor Payne.

The vote was taken with the following results:

Carried: 5-0

Ayes: Hirshey, Payne, David, Schultz, Girard

Nays: 0

- 14) Discussion, consideration, and possible action on Site Plan BXSP-25.06 for the proposed Long John Silver's development at 11713 South Memorial Drive, including consideration of a request to waive the full masonry façade requirement as authorized under Article G of the Corridor Appearance District.

Mayor Girard said Item 14 on the Regular Agenda is up for discussion and consideration.

Item presented by: Gladys Gill, Assistant City Planner

Others who spoke: Billy Hodge

Discussion ensued on waiving the masonry facade. This business is located on the Memorial corridor. It was noted that if the requirement is for a masonry facade on the Memorial corridor, then council should hold to that. The original motion was to deny, the developer spoke up stating that this was a new design for Long John Silvers. Discussion ensued about what a denial would mean to the developer. Discussion came up to give the business a certain amount of time to comply with the facade. It was noted that you could issue a certificate of occupancy with the specification that the merchant had 12 months to come into compliance with the Memorial Corridor District Appearance Guideline. It was noted that the sign had already been put up without a signing permit.

Mayor Girard asks for a motion to approve item 14. Councilor Hirshey made a motion not to approve the elevations as shown to reinforce our Memorial Corridor District appearance guideline lines and allow the merchant a 12-month period to remedy the situation, seconded by Vice Mayor Schultz.

The vote was taken with the following results:

Carried: 5-0

Ayes: Hirshey, Schultz, David, Payne, Girard

Nays: 0

- 15) Discussion, consideration, and possible action on Site Plan BXSP-25.03 for the proposed Nutex Health development at 12409 S Memorial Drive.

Mayor Girard said Item 15 on the Regular Agenda is up for discussion and consideration.
Item presented by: Gladys Gill, Assistant Planner

Discussion ensued about the emergency hospital and the location with regard to the safety of it being on Memorial.

Councilor David left the meeting at 7:09 pm and returned at 7:25 pm

Mayor Girard asks for a motion to approve item 15. Councilor Payne made a motion to approve, seconded by Councilor Hirshey.
The vote was taken with the following results:

Carried: 4-0

Ayes: Payne, Hirshey, Schultz, Girard

Nays: 0

Absent: David

- 16) Discussion, consideration, and possible action to approve the Preliminary Plat for 126 Medical Park, Case No. BXPT-25.09, a proposed commercial development located at 12409 South Memorial Drive, City of Bixby, Oklahoma.

Mayor Girard said Item 16 on the Regular Agenda is up for discussion and consideration.
Item presented by: Gladys Gill, Assistant Planner

Discussion ensued about the Preliminary Plat for the Medical Park.

Councilor David left the meeting at 7:09 pm and returned at 7:25 pm.

Mayor Girard asks for a motion to approve item 16. Councilor Hirshey made a motion to approve, seconded by Councilor Payne.
The vote was taken with the following results:

Carried: 4-0

Ayes: Hirshey, Payne, Schultz, Girard

Nays: 0

Absent: David

Mayor Girard called for a 15 minute recess at 7:11 pm.
Resumed Council meeting at 7:25 pm.

- 17) Discussion, consideration, and possible action to approve the Preliminary Plat for Bixby Meadows II, Case No. BXPT-25.10, a proposed residential subdivision located at the northeast corner of East 161st Street South and South Harvard Avenue, City of Bixby, Oklahoma.

Mayor Girard said Item 17 on the Regular Agenda is up for discussion and consideration.
Item presented by: Gladys Gill, Assistant City Planner
Others who spoke: Alan Betchen, AAB Engineering

Discussion ensued about the proposed subdivision. A description of the Plat was given. Discussion came up about the deceleration, acceleration lanes and putting that money into an escrow to be done when the City does the whole road in about a year.

Mayor Girard asks for a motion to approve item 17. Councilor Hirshey made a motion to approve the preliminary Plat as shown, except for the arterial improvement lanes being eliminated and leaving it to City staff to come up with a fair and equitable value set aside for future use, seconded by Councilor David.

The vote was taken with the following results:

Carried: 5-0

Ayes: Hirshey, David, Payne, Schultz, Girard

Nays: 0

- 18) Discussion, consideration, and possible recommendation to the Bixby City Council regarding approval of a Preliminary Plat for Sheridan Hollow, Case No. BXPT-25.11, a proposed residential development located near the northeast corner of East 121st Street South and South Sheridan Road, City of Bixby, Oklahoma.

Mayor Girard said Item 18 on the Regular Agenda is up for discussion and consideration.

Item presented by: Gladys Gill, Assistant Planner

Others Who Spoke: Alan Betchan, AAB Engineering

A question was asked of the Assistant Planner if they were working with the developer to get the right away for the easements for the reserve area. Anything on the southern edge of the property is all utility easement. There is a private street next to the utility easement that the HOA will maintain. A suggestion was made that the detention pond be shown on the Preliminary Plat with the size as well as the final. Concern was raised about the road condition of Sheridan and making sure that there is a plan in place to fix the road. The City Manager brought up the fact that with staff at full capacity, projects were moving better.

Mayor Girard asks for a motion to approve item 18. Councilor Payne made a motion to approve, seconded by Councilor Hirshey.

The vote was taken with the following results:

Carried: 5-0

Ayes: Payne, Hirshey, David, Schultz, Girard

Nays: 0

- 19) Discussion, consideration, and possible action to approve the Preliminary Plat for Alderwood Estates, Phase I, Case No. BXPT-22.21 Phase I, a proposed residential subdivision located south of East 151st Street South and approximately one-half mile west of South Harvard Avenue, City of Bixby, Oklahoma.

Mayor Girard said Item 19 on the Regular Agenda is up for discussion and consideration.

Item presented by: Gladys Gill, Assistant Planner

Others who spoke: Mark McQuire, Developer

Discussion ensued about why this had taken so long to come back to council. There was no sewer on the south side of 151st. The city agreed to bring the sewer to the corner and the developer would do the rest of the sewer work. There has been very little change down to the Plat, except for increasing the lot size and changing one of the entrances. A question was asked about the width of the entrances. There is concern about the width of the entrance coming from the commercial property. The developer answered the question with the main entrance coming in off of Harvard

and the developer did not want to change the width of the other entrance. Discussion ensued about having this developer provide funding for escrow for the deceleration/acceleration lanes. Staff has agreed to sit down with the developer to try to work something out on the new lanes.

Mayor Girard asked for a motion to approve item 19. Councilor Hirshey made a motion to approve the Preliminary Plat as shown and city staff to meet with the developer and determine the appropriate amount to put in escrow for the de-cel lanes to match our upgrade, seconded by Vice Mayor Schultz.

The vote was taken with the following results:

Carried: 5-0

Ayes: Hirshey, Schultz, David, Payne, Girard

Nays: 0

- 20) Discussion, consideration, and possible recommendation to the Bixby City Council for approval of Major Comprehensive Plan Amendment Case No. BXCP-25.03, amending the City of Bixby Comprehensive Plan Future Land Use Map by changing the designation from Rural Agriculture to Medium Density Residential, for approximately 69± acres of unplatted land located at 16600 S. Mingo Road, Bixby, Tulsa County, Oklahoma.

Mayor Girard said Item 20 on the Regular Agenda is up for discussion and consideration.

Item presented by: Gladys Gill, Assistant Planner

Others who spoke: Natalie Garnett

Discussion ensued about the amendment to the Major Comprehensive Plan to change the designation from Rural Agriculture to Medium Density Residential. The applicant pulled their zoning request and is just asking for a change to the Comprehensive Plan. Council rejected the original zoning application, and the Planning Commission denied it 2-3. The applicant believes that the error in the Comprehensive Plan about this area being unincorporated needs to be amended. Discussion ensued about whether this was an actual error or not and whether council could make this major change. The city attorney came back with an explanation. Discussion came up about approving this change without a PUD and the developer was asked if this was possible. It was agreed that a PUD could come back to council within 60 days if this item could be tabled.

Mayor Girard asks for a motion to table item 20. Vice Mayor Schultz made a motion to table item for 60 days, seconded by Councilor David.

The vote was taken with the following results:

Carried: 5-0

Ayes: Schultz, David, Payne, Hirshey, Girard

Nays: 0

- 21) Discussion, consideration, and possible recommendation to the Bixby City Council regarding approval of a Preliminary Plat for Reserve at 151, Case No. BXPT-25.12, a proposed mixed-use development located on the north side of East 151st Street South, between North Montgomery Avenue and North Riverview Drive, within the City of Bixby, Tulsa County, Oklahoma.

Mayor Girard said Item 21 on the Regular Agenda is up for discussion and consideration.

Item presented by: Gladys Gill, Assistant Planner

Discussion ensued about the approval of the Preliminary Plat. There is some encroachment into Tulsa County right away. The developer is working with the current engineering staff to improve

this.

Mayor Girard asks for a motion to approve item 21. Councilor David made a motion to approve, seconded by Councilor Hirshey.

The vote was taken with the following results:

Carried: 5-0

Ayes: David, Hirshey, Payne, Schultz, Girard

Nays: 0

- 22) Consideration and possible action on Ordinance No. 2545 (Case No. BXEC-25.05), an ordinance vacating and closing a certain platted alley located at or adjacent to 19 N. Montgomery Street, within the City of Bixby, Tulsa County, Oklahoma; repealing all ordinances or parts of ordinances in conflict herewith; providing for severability; and declaring an emergency.

Mayor Girard said Item 22 on the Regular Agenda is up for discussion and consideration.

Item presented by: Gladys Gill, Assistant City Planner

Discussion ensued about why this alley was being closed. This is a formality only.

Mayor Girard asks for a motion to approve item 22. Councilor Hirshey made a motion to approve, seconded by Councilor Payne.

The vote was taken with the following results:

Carried: 5-0

Ayes: Hirshey, Payne, David, Schultz, Girard

Nays: 0

- 23) Discussion, consideration, and possible vote to approve an emergency clause for Ordinance Number 2545 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 23 on the Regular Agenda is up for discussion and consideration.

Item presented by: Gladys Gill

Mayor Girard asks for a motion to approve item 23. Councilor Hirshey made a motion to approve, seconded by Councilor Payne.

The vote was taken with the following results:

Carried: 5-0

Ayes: Hirshey, Payne, David, Schultz, Girard

Nays: 0

- 24) City Manager's Report

City Managers Report

Monday, January 12

Fire Department:

Leadership & Professional Development:

Fire Chief Joe Sherrell graduated from the Fire Service Executive Development Institute (FSEDI) in December.

The FSEDI experience equips new and aspiring fire chiefs with advanced executive leadership skills.

Chief Sherrell's graduation reflects his commitment to professional growth and enhanced service to the Bixby community.

Emergency Medical Services Expansion:

Squad 3 was officially placed in service on January 1, 2026, coinciding with the second anniversary of the City's EMS transport mission.

All three ambulances are now fully staffed and in service 24/7.

This milestone enhances the department's capacity to provide timely and reliable emergency medical care to residents.

Police Department:

Town Hall: Scam Prevention:

BPD will host a town hall over scam prevention and how to prevent local seniors from being targeted.

Event Details:

Downtown Church of Christ

January 13th, 6:00pm-8:00pm

2025 Highlights:

2025 911 Calls:

8,741 Calls to 911 were received by dispatch for an average of 23.9 emergency calls per day.

138 Additional emergency calls were received through the "Text to 911" program implemented by Bixby PD in 2023.

March and July were the highest months for 911 calls, with approximately 795 each.

Call statistics do not include non-emergency calls, animal calls, or code enforcement calls.

2025 Community Relations Events:

BPD actively participated in or hosted 78 community events of various types in 2025.

Sponsored several families for Thanksgiving and Christmas.

Provided on-site security for 14 area or community events, including parades, football games, BBQ and blues, Green Corn, Freedom Festival, etc. etc.

2025 Personnel:

3 employees were promoted.

6 new employees were hired.

2 employees were terminated for cause.

5 employees resigned. However, 3 of the 5 returned within 6 months and were reinstated to their prior position.

Public Works:

Water System Repair in Leonard Area:

A water leak in Leonard was traced to an unmarked and previously unidentified vault.

The Water Team moved quickly and repaired the leak on January 7, 2026.

Following the repair, water pressure and fire flow both improved.

Thank you to the Water Team for their attention to detail and quick turnaround!

Winter Weather Preparedness:

The Public Works Team met with Rogers County to explore options for expanding the City's winter weather tools, such as utilizing brine.

Staff will be gathering additional information on how brine could be used to pretreat snow routes, improving snow and ice removal efficiency.

Staffing Update:

The Public Works Department continues to have a vacant City Engineer position,

Applications are on our website

Three new employees were hired across the Water and Streets divisions, strengthening department operations.

Public Works Repair stats: Dated from December 16, 2025, to January 9, 2026:

Of the 46 total tickets received, 22 have been resolved and 24 remain open.

Street sign repairs and replacements: 9 tickets created

Pothole repairs: 6 tickets created

Clogged storm drains: 4 tickets created

Sinkholes: 2 tickets created

Water or sewer issues: 2 tickets created

Water leaks: 1 ticket created

Traffic light issues: 1 ticket created

Storm water issues: 1 ticket created

Curb and sidewalk issues: 1 ticket created

Street right-of-way mowing or tree issues: 1 ticket created

City building issues: 1 ticket created

Street issues not listed: 17 tickets created

Reminders:

City Offices will be closed on Martin Luther King Jr. Day.

We are hiring a City Engineer and Marketing & Special Events Coordinator.

25) Adjournment

Mayor Girard called the meeting to a close at 8:37 pm.



Mayor



City Clerk



[illegible]

CITY OF BIXBY

P.O. Box 70
116 W. Needles Ave.
BIXBY, OK 74008
(918) 366-4430
(918) 366-6373 (fax)

Development Services – Engineering Memo

Date: October 15, 2019

Re: Leonard Water Tap Memo

Moratorium:

The City of Bixby operates a water system in Leonard, Oklahoma. Current customers in the Leonard area, primarily north of East 161st Street, have historically experienced low pressure, especially during the summer months. Permitting additional water meters north of Highway 64 amplifies concerns with the existing system. Therefore, a moratorium on new water meters has been issued by the City of Bixby. The moratorium prohibits issuance of new meters in area bound by Highway 64 on the south, Snake Creek on the west and the Arkansas River on the north and east.

Process to Improve System:

Appendix A to the City of Bixby Water System Capital Improvement Plan addresses the Leonard Distribution System and outlines the improvements necessary bring the system up to current standards, to maintain high quality of service to current customers and to support future development. The Bixby Public Works Authority cannot bear the cost of the system necessary system improvements outlined in Appendix A. Therefore, the cost of improving the system must be shared by those who apply for a water meter within the moratorium area. The fairest way to share the cost of the improvements is to allocate the linear footage of improvement by acre. The required linear footage of improvements per phase is shown on the attached Exhibit.

Applicant steps include:

- Calculate required footage per parcel acreage
- Meet with the City to determine the improvement location
- Engage a licensed professional surveyor to provide a topographic survey of the project area
- Engage a licensed professional engineer to design and draw plans for the project
- City Staff will submit the proposed project to City Council for approval
- Submit for permitting from the City of Bixby, Tulsa County and ODEQ
- Hire a licensed contractor to construct the project

Upon acceptance of the project, the City will issue approval the allotted water meter(s).

Notes:

The following notes are applicable:

- All design and construction shall be completed in accordance with:
 - City of Bixby Engineering Design Criteria Manual
 - Standard Specifications and Details for City of Bixby Infrastructure Projects
 - Oklahoma Department of Environmental Quality (ODEQ) regulations
- The Applicant shall pay for all surveying, engineering and construction invoices directly.
- The location of the improvement project may not be directly adjacent to property in question. The City reserves the right to sequence the improvements accordingly.
- Lot splits to allocate meters to parcels is required. Lot splits are processed through Tulsa County.
- The typical water meter application fees will be collected

City of Bixby

Water System

Capital Improvement Plan



Revised October 2015

Prepared By



Dewberry®

in association with



Holloway, Updike and Bellen

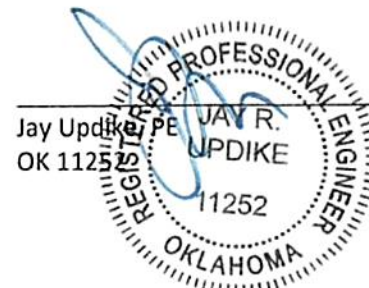
Consulting Engineers
Muskogee • Broken Arrow



Jose Pereira, PE
OK 19140

CA No. 4581

CA No. 219



Jay Updike, PE
OK 11252

APPENDIX A

Technical Memorandum

Leonard Distribution System Water Model

**City of Bixby
Bixby, Oklahoma**

TECHNICAL MEMORANDUM
LEONARD DISTRIBUTION SYSTEM WATER MODEL
CITY OF BIXBY
BIXBY, OKLAHOMA

I. INTRODUCTION

Leonard, Oklahoma is located east of the City of Bixby (City) along US Highway 64 and south of the Arkansas River. The City of Bixby currently owns and maintains the Leonard water distribution infrastructure which delivers potable water to approximately 175 customers. The City has maintained the Leonard distribution system for a number of years without complete knowledge of the system's configuration or detailed data on how the system operates. Conversations with City of Bixby staff have indicated that customers in the Leonard area, primarily north of East 161st Street, have historically experienced low pressure, especially during the summer months of July and August. As a result, the City decided to update the hydraulic model of its water distribution system to include the Leonard distribution network and complete a hydraulic and needs assessment of the Leonard system. This Technical Memorandum summarizes the updating of the City's existing hydraulic model to include the Leonard distribution system, documents the results of using the model to analyze the existing system to identify deficiencies and presents recommendations for improvements to bring the system up to current standards to maintain high quality service to current customers and to support future development.

II. HYDRAULIC MODEL

Bixby has maintained a hydraulic model of its water distribution system for many years. Historically, the Leonard system was represented only as a demand at a single node in the City's system without including the details of the Leonard system in the model. To support a better understanding of the Leonard system and its influence on Bixby's overall system, the City requested the addition of the Leonard system into the existing hydraulic model.

The existing Leonard distribution system originates as a 6-inch branch line from the City's 12-inch water main that runs east/west along 171st Street and south along South 161st East Avenue. The 12-inch main conveys water to and from two existing ground-supported, flat bottom, steel water storage tanks located near the intersection of 181st Street and South 161st East Avenue. From the branch connection, the Leonard system consists of a series of 6-inch and 4-inch lines that feed into 2-inch and 1-inch service lines. The locations of many of the pipes smaller than 4-inch are not precisely known. However, it is apparent that some customers are provided service through long, small diameter pipes based on the location of water meters at some distance from a main line with no connecting pipe information. These lines are assumed to be 1-inch in size and were not added to the model due to their unknown locations. **Figure 1** shows the existing Leonard distribution system with water meter locations as of July 2012.

Bixby's water distribution system is modeled using the WaterGEMS program, a software package by Bentley Systems that includes numerous advanced modeling capabilities and compatibility with GIS for easy data manipulation and exchange. Hydraulic models, such as the WaterGEMS program, are often used to test a system under the most stressful operating conditions such as maximum day or peak hour. The average day demand (ADD) scenario is used as the base model from which the maximum month demand (MMD) and peak hour demand (PHD) are calculated using peaking factors, multipliers based on the ADD. Peaking factors of 2.3 and 4.5 for the MDD and PHD, respectively, were obtained from the 2002 Report (Dewberry, 2002). Since the billing data was provided for each month from the City, the ADD was not used for the calculation of the peaking factor; instead, based on the model comparison and information provided, the MDD: PHD peaking factor for the study was found to be 1.97. These values were compared to the 2012 meter data and found to be reasonable.

To add the Leonard system to the existing model data provided by the City for known pipelines along with billing data from July 2012, the highest demand month on record was used. The average demand for each meter in the Leonard area was found to be 330 gallons per day for a single family equivalent (SFE) based on the average metered water use calculated from the July 2012 billing data. Elevation data was taken from the USGS database and added to the nodes using WaterGEMS TRex module. The Bixby system hydraulic model with the Leonard distribution system added is shown on **Figure 2**.

Billing data from July 2012 was incorporated and processed in ArcGIS and then exported to WaterGEMS. Using WaterGEMS Loadbuilder module the meter data was loaded to the individual nodes in the model. Once this was completed, the model was run and results were checked to confirm that they were reasonable.

III. SYSTEM ANALYSIS

The updated model was used to evaluate the hydraulic behavior of the Leonard distribution in greater detail than had been done previously. In the absence of flow and pressure data, accurate calibration of the system was not possible. However, by making reasonable assumptions for critical parameters an acceptably accurate representation of system performance was achieved.

The model was run in steady state mode for MMD conditions and results evaluated using the same parameters as were used previously to evaluate the larger Bixby system. The design criteria used to evaluate the Leonard distribution system, provided in **Table 1**, are accepted values typically used by engineers when designing water distribution systems.

Table 1: Design Criteria for Existing System	Value
Maximum pipe velocity during normal operating conditions, fps	5
Minimum normal operating pressure, psi	40
Maximum normal operating pressure, psi	125

fps = feet per second, psi = pounds per square inch

Mingo Valley Exwy (169)

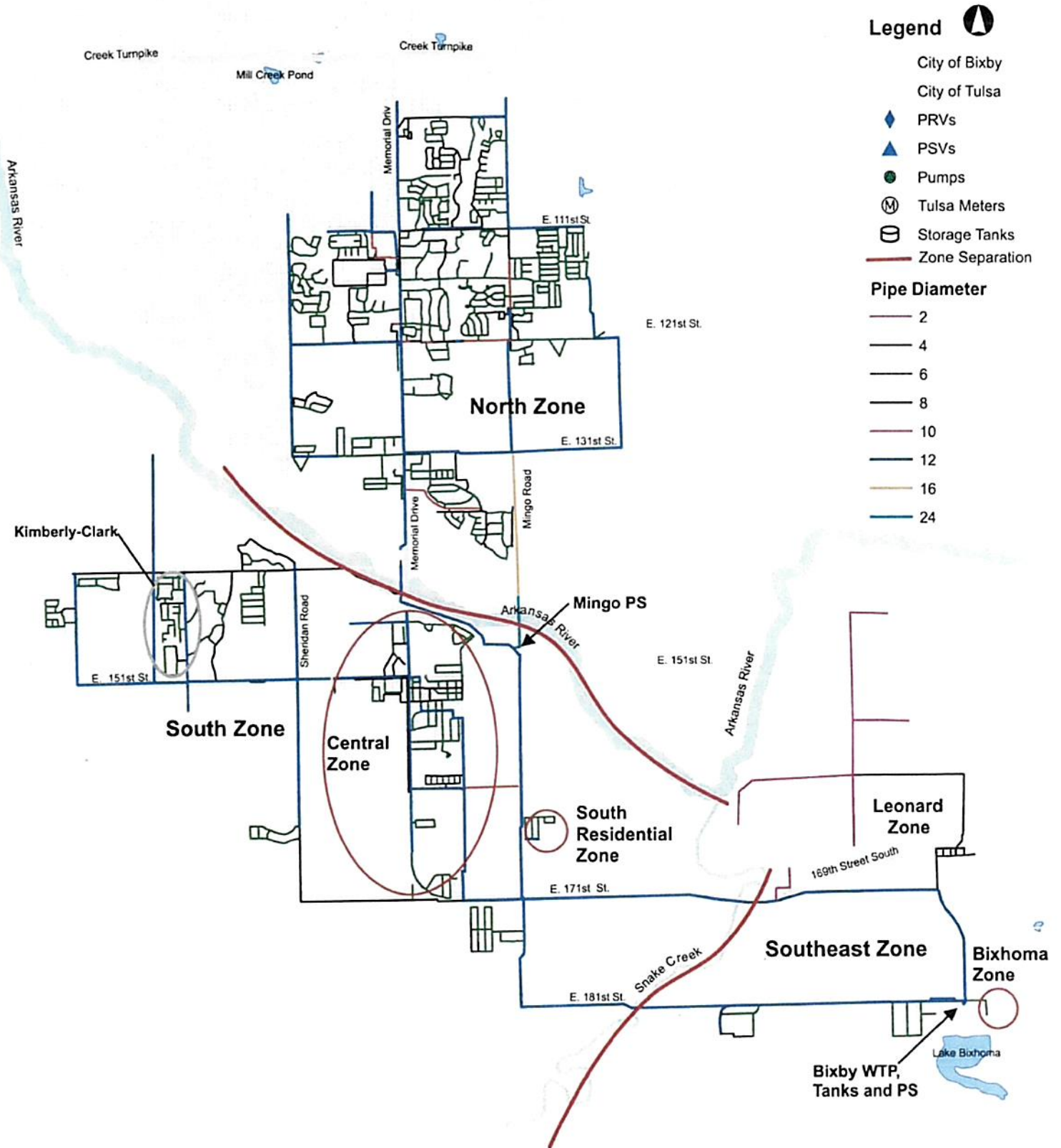


Figure 2: Bixby Model with Addition of Leonard Distribution System

Fire Flow: The existing Leonard system was also evaluated for firefighting capacity. The fire flow alternative model was developed for the existing conditions scenario using firefighting design criteria, as seen in **Table 2**. These criteria are typical design values based on compliance with the Uniform Fire Code (UFC). The existing system was evaluated at MMD plus fire flow. As seen in **Figure 3**, the existing system was not able to meet the minimum fire flow of 1,000 gpm for a majority of the residential areas.

Table 2: Firefighting Design Criteria	Value
Maximum pipe velocity during firefighting conditions, fps	8
Minimum fire flow operating pressure, psi	20
Minimum fire flow for residential, gpm	1000

fps = feet per second, psi = pounds per square inch, gpm = gallons per minute

As mentioned previously, Leonard residents north of East 161st Avenue reportedly experience low water pressure during the summer months and the model was used to mimic this condition. Since the low pressures were based on citizen complaints rather than actual pressure readings, it was necessary to make some assumptions about pressure. In particular, it was estimated that citizen complaints would not be made until the system pressure was well below the 20 psi minimum acceptable design pressure. For this analysis a system pressure of 10 psi was assumed as the pressure that would trigger complaints. A series of model runs under peak demand conditions were made and pipe roughness adjusted until the pressures in the model north of 161st Street fell below the 10 psi target. **Figure 4** shows these results. To achieve these low pressures it was necessary to assume extremely high pipe roughness coefficients of 60 or less. Since normal pipe roughness coefficients are typically in the range of 90 to 120 for older pipes, these results indicate a severely deteriorated condition likely due to internal corrosion of the pipes and the normal accumulation of mineral deposits on the inside of distribution piping over time. In addition to the poor condition of the pipes, the Leonard distribution system pipe sizes are all well below current standards as is the general arrangement with long, dead-end pipe runs. Current design practice typically sets a minimum pipe size of 6 inches for distribution system lines to minimize pressure losses and provide adequate capacity for fire flows and future growth in demand. Distribution systems are typically laid out as a series of interconnected loops to avoid water quality problems that can occur when water stagnates in dead-end branches that have low water use. Looping also improves reliability by providing multiple pathways for the water to take to reach any given demand point which minimizes the size of the area that will lose service in the event of a pipe break or maintenance activity and improves the system's ability to maintain pressure during peak demand periods. Based on these recommended design practices, proposed improvements to the Leonard distribution system are shown in **Figure 5**.

E. 131st St.

E. 131st St.

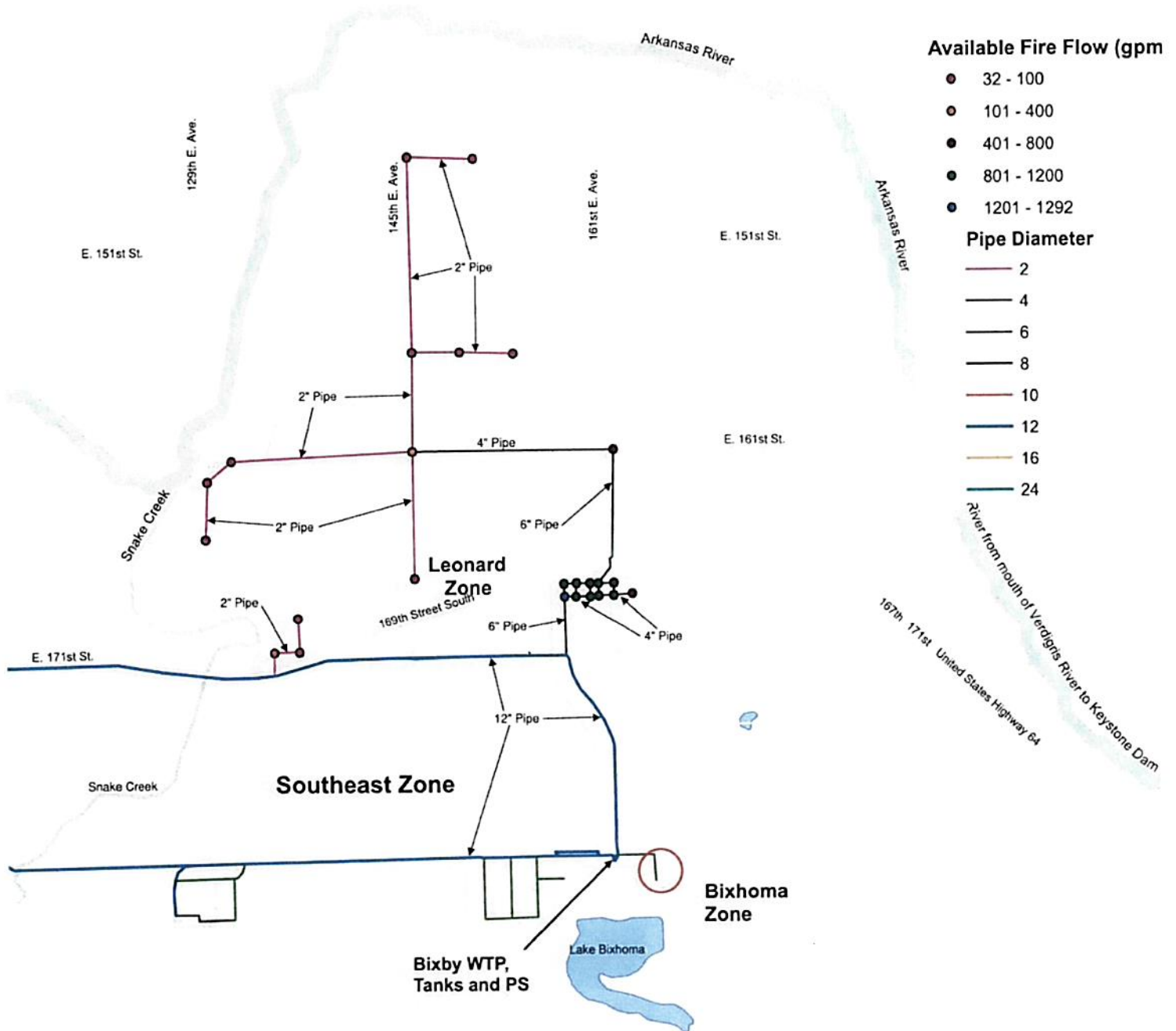


Figure 3: Existing Leonard System with Available Fire Flow

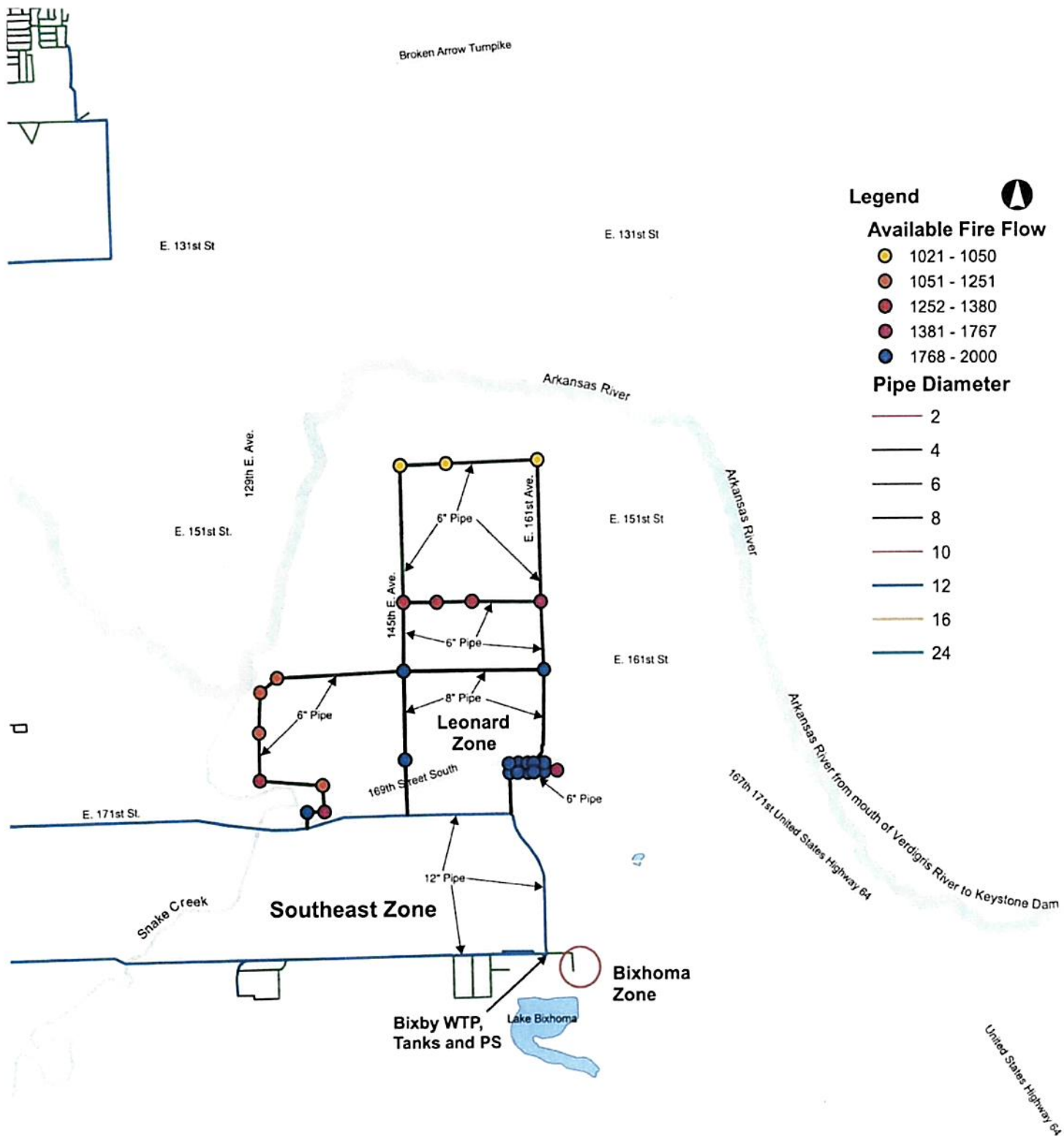
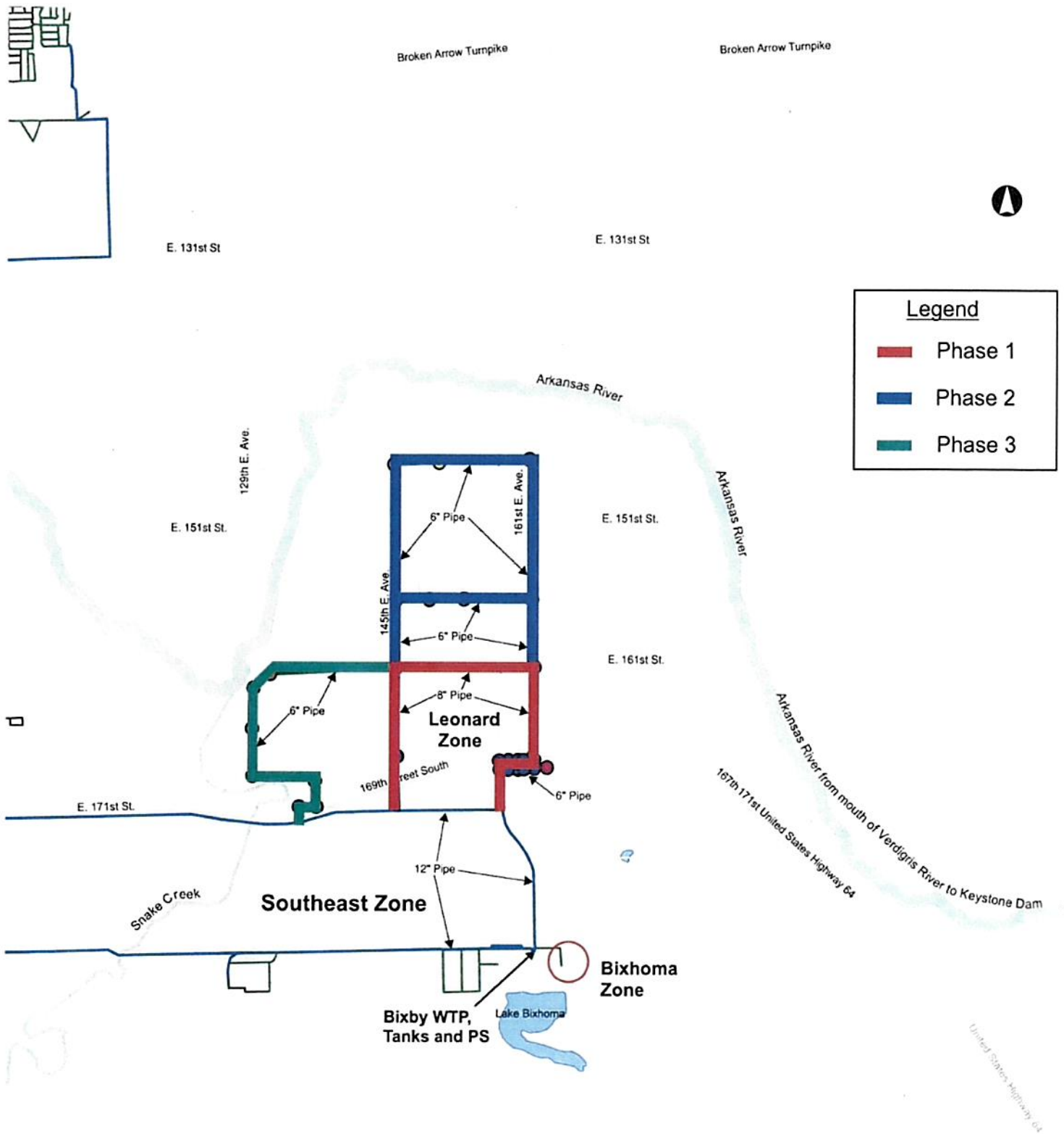


Figure 5: Existing Leonard System Upgrades and Available Fire Flows

Construction of the recommended system improvements can be divided into three (3) phases as shown on **Figure 6**. The 8-inch and 6-inch lines in the center of Leonard would be targeted first, followed by two construction phases of 6-inch lines. The recommended construction phasing is flexible and may be altered depending on immediate needs identified by the City. As seen in **Table 3**, the estimated probable construction cost for the proposed improvements to the Leonard distribution system will total \$4.22 million in 2015 dollars.

Table 3: Projected Cost Estimates for Phased Leonard Improvements

Phase	Linear Feet	Size (in)	Cost	Total
1	15,110	8	\$ 90.00	\$ 1,359,900.00
	450	6	\$ 80.00	\$ 36,000.00
			Phase 1 Total	\$ 1,395,900.00
2	26,350	6	\$ 70.00	\$ 1,844,500.00
			Phase 2 Total	\$ 1,844,500.00
3	14,000	6	\$ 70.00	\$ 980,000.00
			Phase 3 Total	\$ 980,000.00
			Sum of All Phases	\$ 4,220,400.00



**Figure 6: Existing Leonard System Upgrades with Phased Construction
(Pipe Sizes & Color Coding Reflected on Figure 5)**

City Managers Report

Monday, January 12

Fire Department:

1.) Leadership & Professional Development

- Fire Chief Joe Sherrell graduated from the Fire Service Executive Development Institute (FSEDI) in December.
 - The FSEDI experience equips new and aspiring fire chiefs with advanced executive leadership skills
- Chief Sherrell's graduation reflects his commitment to professional growth and enhanced service to the Bixby community.

2.) Emergency Medical Services Expansion

- Squad 3 was officially placed in service on January 1, 2026, coinciding with the second anniversary of the City's EMS transport mission.
- All three ambulances are now fully staffed and in service 24/7.
- This milestone enhances the department's capacity to provide timely and reliable emergency medical care to residents.

Police Department:

1.) Town Hall: Scam Prevention

- BPD will host a town hall over scam prevention and how to prevent local seniors from being targeted.
- Event Details:

Downtown Church of Christ

January 13th

6:00pm-8:00pm

2.) 2025 Highlights

2025 911 Calls

- 8,741 Calls to 911 were received by dispatch for an average of 23.9 emergency calls per day.

- Staff will be gathering additional information on how brine could be used to pretreat snow routes, improving snow and ice removal efficiency.

3.) Staffing Update

- The Public Works Department continues to have a vacant City Engineer position,
 - Applications are on our website
- Three new employees were hired across the Water and Streets divisions, strengthening department operations.

4.) Public Works Repair stats: Dated from December 16 2025 to January 9th 2026

Of the 46 total tickets received, 22 have been resolved and 24 remain open.

- **Street sign repairs and replacements:** 9 tickets created
- **Pothole repairs:** 6 tickets created
- **Clogged storm drains:** 4 tickets created
- **Sink holes:** 2 tickets created
- **Water or sewer issues:** 2 tickets created
- **Water leaks:** 1 ticket created
- **Traffic light issues:** 1 ticket created
- **Storm water issues:** 1 ticket created
- **Curb and sidewalk issues:** 1 ticket created
- **Street right-of-way mowing or tree issues:** 1 ticket created
- **City building issues:** 1 ticket created
- **Street issues not listed:** 17 tickets created

Reminders

- City Offices will be closed on Martin Luther King Jr. Day
- We are hiring for a City Engineer and Marketing & Special Events Coordinator

The City's Use Matrix identifies Use Unit 7 (Duplex Dwelling) as a permitted use within the RS-3 (Residential Single-Family) zoning district.

Use Unit 7 is defined in the Zoning Code as a duplex dwelling, consisting of two dwelling units within one structure. The Code does not place additional use conditions on duplex dwellings beyond applicable development standards, such as parking, setbacks, and lot requirements.

Accordingly:

- Duplex dwellings (Use Unit 7) are permitted in RS-3 zoning, as established by the adopted Use Matrix.
- Triplexes or other multi-family dwellings (three or more units) are not included under Use Unit 7 and would require zoning or PUD authorization allowing multi-family uses.
- A Planned Unit Development (PUD) may further regulate or modify development standards; however, where the PUD is silent, the base zoning and Use Matrix control.

Staff review will therefore focus on compliance with RS-3 development standards, applicable subdivision requirements, and any approved PUD provisions that may further regulate building type, density, or layout.

11-9-7: - USE UNIT 7 DUPLEX DWELLING:

- A. Description: Duplex dwelling.
- B. Included Uses: Duplex dwelling.
- C. Use Conditions: None.
- D. Off Street Parking and Loading Requirements:

Uses	Parking Spaces	Loading Berths
Duplex dwelling	2 per dwelling unit	n/a

(Ord. 272, 4-2-1974)

11-9-7A: - USE UNIT 7A TOWNHOUSE DWELLING:

- A. Description: Single-family attached townhouse dwelling.
- B. Included Uses: Single-family attached townhouse dwelling.
- C. Use Conditions: A single-family attached townhouse dwelling unit shall:
 - 1. Be affixed to a permanent foundation as approved by the building inspector.
 - 2. Utilize customary residential exterior finishing materials as approved by the building inspector.
 - 3. Have a core area of living space in each dwelling unit at least twenty feet by twenty feet (20' × 20') in size, exclusive of an attached garage.
 - 4. Meet all other city codes and ordinances.
 - 5. Be located on a separate lot within a townhouse development unit containing at least three (3) lots, a subdivision plat for the same having been duly recorded in the office of the county clerk.
 - 6. Be attached by a common party wall or walls to another townhouse dwelling unit unless approved in a PUD. Common walls to be approved by the building inspector and fire marshal.
 - 7. Not be located above another dwelling unit.
- D. Off Street Parking and Loading Requirements:

Uses	Parking Spaces	Loading Berths
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Townhouse/single-family attached dwelling	<u>1.5</u> per efficiency or 1 bedroom dwelling unit 2 per 2 or more bedroom dwelling unit	None
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(Ord. 844, 1-28-2002; amd. Ord. 2031, 12-21-2009)



PUD	=	PUD required	E	=	Special exception
X	=	Use by right	SUP	=	Specific use permit

Use Units			Districts																
No.	Name	AG	RE	RS	RD	RM	RT	RMH	OL	OM	CS	CG	CH	ST	IR	IL	IM	IH	
1.	Area-wide uses	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
2.	Area-wide special exception uses	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	
3.	Agriculture	X																	
4.	Public protection and utility facilities	X	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	X	X	X	X	X	X	X	X	
5.	Community services and similar uses	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	X	X	X	X	X	X	X	X	
6.	Single-family dwelling	X	X	X	X	X	X	E	E	E	E	E	E		SUP	SUP	SUP	SUP	
7.	Duplex dwelling				SUP ¹	X	X		E	E	E	E	E						
7A.	Townhouse dwelling				SUP	X	X												
8.	Multi-family dwelling and similar uses	SUP ²	SUP ²		SUP ²	X	X		SUP ²										
9.	Manufactured home dwelling	SUP			SUP ²	X	SUP ²		SUP ²	SUP ²	SUP ²	SUP ²	SUP ²						
10.	Off street parking areas							X											
11.	Offices and studios					E ²			X	X	X	X	X	X	X	X	X	X	
12.	Entertainment establishments and eating establishments other than drive-ins					E			X ³	X	X	X	X	X	X	X	X	X	
13.	Convenience goods and services										X	X	X			E	E	E	
14.	Shopping goods and services										X	X	X			E	E	E	
15.	Other trades and services										X	X	X			E	E	E	
16.	Ministorage															X	X	X	
17.	Automotive and allied activities								PUD	PUD	PUD	PUD	PUD			X	X	X	
18.	Drive-in restaurants										SUP	X	X			X	X	X	
19.	Hotel, motel and recreation facilities ⁴										E	X	X			E	E	E	
20.	Commercial recreation, intensive	SUP									X	X	X			E	E	E	
22.	Research and development										SUP	SUP	SUP			SUP	X	X	
22A.	Science and technology	SUP									E	X	X			X	X	X	
23.	Warehousing and wholesaling																		
24.	Oil and gas drilling and mining and mineral processing	SUP										SUP	X		SUP	X	X	X	
25.	Light manufacturing and industry																SUP	SUP	
26.	Moderate manufacturing and industry												SUP			X	X	X	
27.	Heavy manufacturing and industry															E	X	X	

Notes:

1. Only permitted in RS-3 or RS-4.
2. Similar uses only.
3. Drive-in bank facilities require specific use permit.
4. See subsection 11-9-19B of this title for brewpub and drinking establishment uses. (Ord. 2265, 11-13-2018; and, Ord. 2274, 4-22-2019; Ord. 2313, 6-27-2020)