



# City of Bixby City Council Meeting Agenda

Mayor Brad Girard  
Vice Mayor Bobby Schultz  
Council Member Ken Hirshey  
Council Member Mike David  
Council Member Ryan Payne

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Monday, March 23, 2026

6:00 PM

Bixby Municipal Building  
111 N. Cabaniss Ave., Bixby,  
OK 74008

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## Call to Order

Brad Girard, Mayor

## Roll Call

Shannon Duran, City Clerk

## Award Presentation

- 1) Presentation of Bixby Police Department Lifesaving Awards to Officer Seth Adcock and Officer Ron O'Bryant for their swift and decisive action in saving a life while on-duty in Bixby on February 11th, 2026.

## Consent Agenda

- 1) Minutes for the City Council Work Session Meeting dated 3/9/26.
- 2) Minutes for the City Council Meeting dated 3/9/26.
- 3) Consider and/or approve accepting public infrastructure for the Reserve at Cedar Ridge Subdivision into the City's infrastructure system.
- 4) Consider and/or approve a Settlement Agreement between the City of Bixby and Hoey Construction Co., in connection with Tulsa County Case No. CJ-2019-3778, including authorization for the Mayor to execute the agreement and for payment in the amount of \$750,000.00.
- 5) Consider and/or approve the purchase of a Draxxon DX-1000 Unmanned Aerial Vehicle (UAV) Mobile Command Unit from Unmanned Vehicle Technologies, in the amount of \$396,887.20, under Sourcewell contract pricing.
- 6) Consider and/or approve Resolution No. 2026-9, a Resolution of the City Council of the City of Bixby, Oklahoma, supporting local farmers markets and community

food assistance programs, including the Bixby Outreach Center, in order to promote access to healthy foods, strengthen the local agricultural economy, and support food security for residents; and providing for an effective date.

- 7) Consider and/or approve Resolution No. 2026-10, a Resolution of the City Council of the City of Bixby, Oklahoma, supporting active living through park development, trail connectivity, and community recreation; recognizing the role of parks, trails, and youth sports programming in promoting community health and wellness; and providing for an effective date.
  
- 8) Consideration and possible approval of Resolution No. 2026-11, a Resolution of the City of Bixby, Oklahoma, supporting the installation of a traffic signal at the intersection of State Highway 67 (East 151st Street South) and future Oaktrust Drive, and authorizing the City to enter into a Project Agreement with the Oklahoma Department of Transportation (ODOT) for the installation of the signal, and authorizing the Mayor to execute the agreement.

### **Regular Agenda**

- 1) Public Hearing: Discussion and recommendation on non-housing community development needs for the City of Bixby. The City is planning to submit a Fiscal Year 2026 application to Tulsa County in the Metro Cities category and, if awarded, anticipates receiving approximately \$95,626.00 in Tulsa County FY2026 Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development.

Nathan Radach, Assistant Public Works Director

- 2) Discussion, consideration, and possible vote to approve Resolution 2026-6 to authorize the Mayor to sign a resolution and associated application forms for an application for the 2026 Community Development Block Grant (C.D.B.G.) funds.

Nathan Radach, Assistant Public Works Director

- 3) Discussion, consideration and possible vote for approval of AIA Document A133-2019 Exhibit A, Amendment No. 1 establishing the Guaranteed Maximum Price (GMP) for the City of Bixby Police Building and Dawes Renovation Project with Miller Tippens, Construction Manager-at-Risk, in the amount of \$5,384,031.87.

Joey Wiedel, City Manager

- 4) Discussion, consideration, and possible vote for approval of an ordinance amending the Bixby City Charter, Article III, City Manager, Section 3.2, Minimum Qualifications, to require that the City Manager be appointed solely on the basis of education and experience and without regard to political affiliation; providing for severability, codification, repealer, and declaring an emergency. Ordinance 2550

JT Hammons, City Attorney

- 5) Discussion, consideration, and possible vote to approve an emergency clause for Ordinance Number 2550 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.

JT Hammons, City Attorney

- 6) Discussion, Consideration, and Possible Vote for an Ordinance of the City of Bixby, Oklahoma, Amending the Bixby City Charter, Article 4, Section 4.1 and 4.3, by centralizing financial management responsibilities of the City with the City Treasurer; providing for severability, codification, repealer, and declaring an emergency. - Ordinance 2551

JT Hammons, City Attorney

- 7) Discussion, consideration, and possible vote to approve an emergency clause for Ordinance Number 2551 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.

JT Hammons, City Attorney

- 8) Discussion, consideration, and possible vote on Resolution No. 2026-7: A Resolution Authorizing the Calling and Holding of a Special Election in the City of Bixby, Tulsa County, Oklahoma, on Tuesday, June 16, 2026, for the Purpose of Submitting to the Qualified Electors of the City Proposed Changes to the Bixby City Charter as Identified in Ordinance No. 2550.

JT Hammons, City Attorney

- 9) Discussion, consideration, and possible vote on Resolution No. 2026-8: A Resolution Authorizing the Calling and Holding of a Special Election in the City of Bixby, Tulsa County, Oklahoma, on Tuesday, June 16, 2026, for the Purpose of Submitting to the Qualified Electors of the City Proposed Changes to the Bixby City Charter as Identified in Ordinance No. 2551.

JT Hammons, City Attorney

- 10) Discussion, consideration, and possible vote on the Proclamation of Special Election and Notice of Election calling a special election on June 16, 2026, for the purpose of submitting to the registered, qualified voters of the City of Bixby, Oklahoma, Proposition No. 1 concerning an amendment to the Bixby City Charter related to the appointment of the City Manager, as set forth in Ordinance No. 2550.

JT Hammons, City Attorney

- 11) Discussion, consideration, and possible vote on the Proclamation of Special Election and Notice of Election calling a special election on June 16, 2026, for the purpose of submitting to the registered, qualified voters of the City of Bixby, Oklahoma, Proposition No. 2 concerning an amendment to the Bixby City Charter related to designating the City Treasurer as the officer responsible for all financial management functions, as set forth in Ordinance No. 2551.

JT Hammons, City Attorney

12) Motion to Enter into Executive Session:

Motion to enter into Executive Session for the purpose of confidential communications between the City Council and its attorney regarding the employment of the City Prosecutor, as authorized by 25 O.S. § 307(B)(1), and to return to Open Session to take any necessary action.

Brad Girard, Mayor

13) Motion to Exit Executive Session.

Brad Girard, Mayor

14) Consider and take any necessary action resulting from the discussions held during the Executive Session regarding the City Prosecutor.

Brad Girard, Mayor

15) City Manager's Report

Joey Wiedel, City Manager

16) Adjournment

**Notice of Posting**

This Notice and Agenda was posted on the bulletin board this day of March 19, 2026, on or before 5:00 p.m., at City Municipal Building, 111 N. Cabaniss Avenue, Bixby, Oklahoma, 74008

Respectfully Submitted

Shannon Duran  
City Clerk

Note: All cell phones and pagers must be turned off or operated silently during all meetings.

21 O.S. Section 280 provides the following: A. It is unlawful for any person, alone or in concert with others and without authorization, to willfully disturb, interfere or disrupt state business, agency operations or any employee, agent, official or representative of the state. B. It is unlawful for any person who is without authority or who is causing any disturbance, interference or disruption to willfully refuse to disperse or leave any property, building or structure owned, leased or occupied by state officials, employees, agents or representatives or used in any manner to conduct state business or operations after proper notice by a peace officer, sergeant-at-arms, or other security personnel. C. Any violation of the provisions of this section shall be a misdemeanor punishable by imprisonment in the county jail for a term Oklahoma Statutes - Title 21. Crimes and Punishments Page 94 of not more than one (1) year, by a fine not exceeding One

Thousand Dollars (\$1,000.00), or by both such fine and imprisonment. D. For purposes of this section, “disturb, interfere or disrupt” means any conduct that is violent, threatening, abusive, obscene, or that jeopardizes the safety of self or others.

### **For Special Accommodations**

Persons who require special accommodation to participate in this meeting should contact City Clerk, Shannon Duran: 111 N. Cabaniss Avenue, Bixby, Oklahoma, 74008, 918-366-4430 or email [City Clerk, Shannon Duran](mailto:sduran@bixbyok.gov) (sduran@bixbyok.gov), as far in advance as possible and preferably at least 48-hours before the date of the meeting. Persons using a Telecommunication Device for the Deaf may contact Oklahoma Relay at 1-800-722-0353 and voice calls should be made to 1-800-522-8506 to communicate via telephone with hearing telephone users and vice versa.

# City Council Work Session Meeting Minutes

Bixby Municipal Building  
111 N. Cabaniss Ave., Bixby, OK 74008  
March 9, 2026 at 5:00 PM

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

## Call to Order

Mayor Girard called the City Council Work Session Meeting to order at 5:01 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 - arrived at the meeting at 5:51 pm.

### Members Not Present:

Councilor Hirshey

### Staff Present:

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

## Agenda

- 1) Presentation on FY 2027 budget overview.

Mayor Girard said Item 1 on the Work Session Agenda is up for discussion.  
Item presented by: Charles Barnes, Finance Director

A handout of the preliminary budget was presented to Council and is attached to these minutes.

Mr Barnes provided the council with an overview of the proposed budget for the year 2027. The council reviewed the proposed budget. Discussion ensued about the S & P rating and sales tax.

- 2) Discussion regarding future vision, improvements, and long-term planning for Bentley Park.

Mayor Girard said Item 2 on the Work Session Agenda is up for discussion.

Item presented by: Kim Coody, Interim Assistant City Manager

Others Who Spoke: John Wood, Park and Rec Director

Discussion ensued about what the vision is for Bentley Park. The specific area next to the lacrosse fields, should this be one large stadium or changed to two medium-sized stadiums or just build two multi-use fields. A suggestion was made to enhance the current fields and concession stands to create a good experience. Discussion ensued on different ideas for what should be put on the next bond issue for improvement to the park. Discussion continued on surface drainage for the area plus lighting. John Wood talked about using the fund balance for Park and Rec instead of a bond so that there was more flexibility about where the money could be used. A suggestion was made to contact all the users to see what their needs would be. It was also suggested that a QR code be put up at the gates to get input from the public on what they would like to see at Bentley Park.

- 3) Presentation of commercial development for Everding Property off 131st Street.

Mayor Girard said Item 3 on the Work Session Agenda is up for discussion.

Item presented by: Gladys Gill, Assistant Planner

Others Who Spoke: Mark Everding, Owner and Scott Looney, Architect

A handout of the Planned Unit Development, a drawing of the building and a rendition of what the building could possibly look like was presented to Council and is attached to these minutes.

Scott Looney discusses the PUD along with an overview of the businesses the owner would like to see on the anchors of the building. Everding Electric would be the centerpiece, along with everything in the back. There was discussion about the drainage for the property and the street expansion on 131st street. There was talk about the surrounding area and what was located around this commercial property with regard to drainage. There was some concern about the initial drainage, so it was suggested that a curb would be needed and a possible water feature.

- 4) Adjournment

Adjournment was called at 5:53 pm.

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Mayor

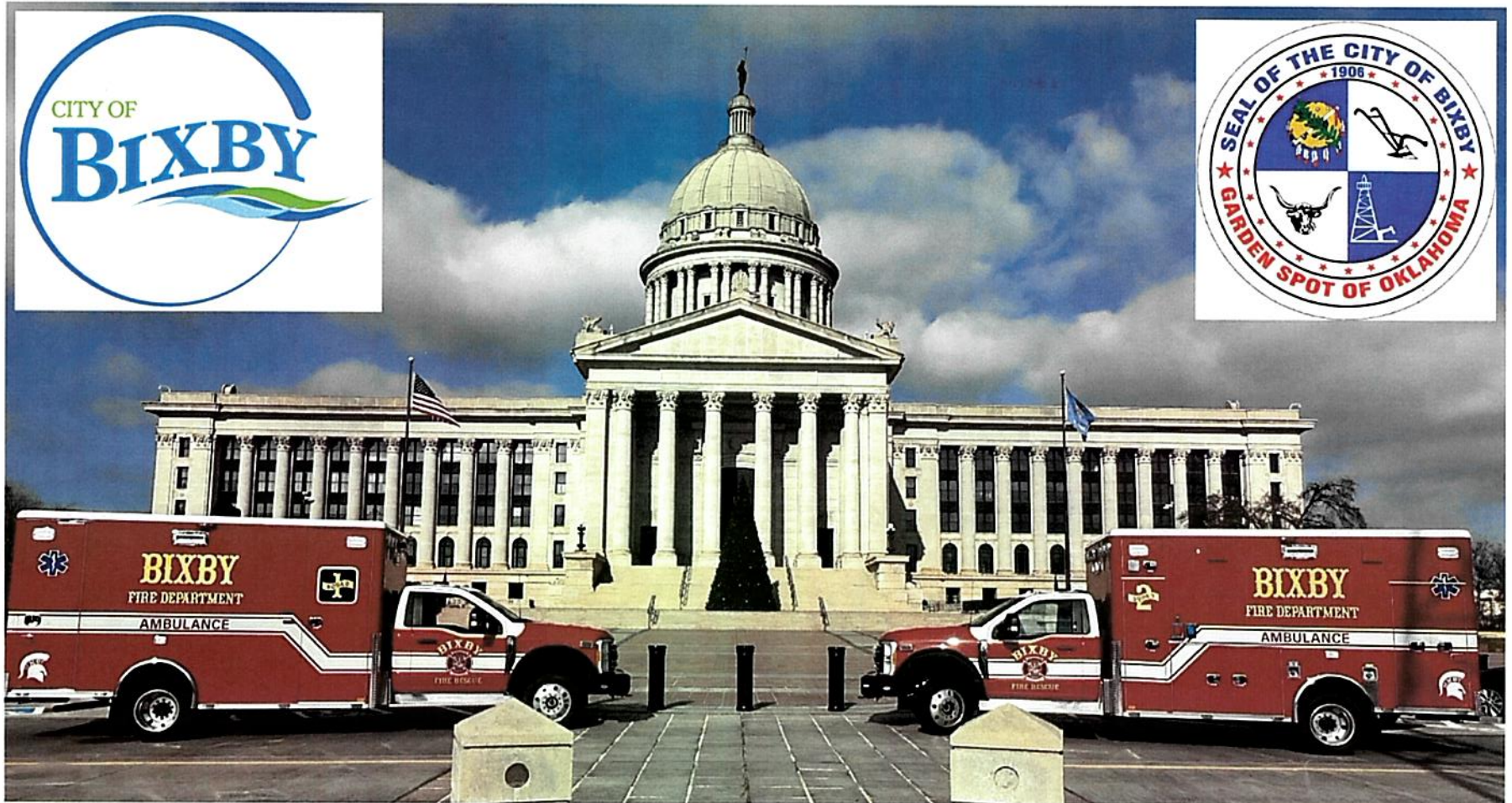
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City Clerk



# FY-27 Preliminary Budget

For the Year Ending June 30, 2027



**BUDGET PRESENTATION TO COUNCIL**

**GENERAL FUND**

**STEP ONE – REVENUE PROJECTION**

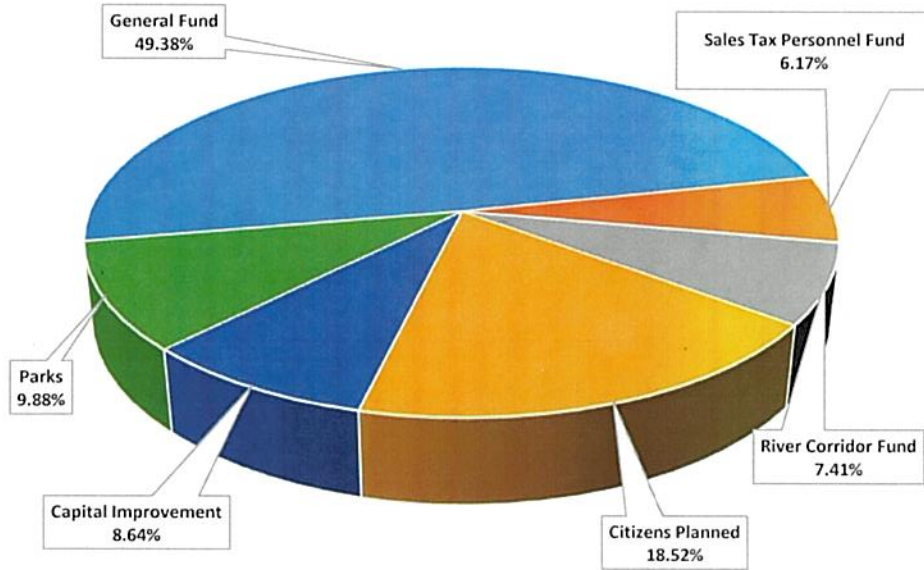
1. First, we need to analyze Sales Tax collections. See Exhibit "A". This slide shows the breakdown of Sales Tax Distribution. In November 2024, the Citizens voted to reallocate our \$0.0405 Sales Tax. I have included the old distribution and the new distribution. Next see Exhibit "B". The second line is the actual collections for FY26 (current year) with projected amounts for March, April, May and June 2025. That shows a projected FY26 collection total of \$19,860,061, for a 2.75% decrease over FY26 Projections.
2. Next, look at Exhibit "C". This shows the trend in sales tax growth. Exhibit "D" shows the proposed FY27 distribution of Sales Tax to the various funds.
3. See Exhibit "E". This is the total revenue projection for the General Fund. With the changes in sales tax already discussed, and increases in EMS and Fire Rescue revenue, the total revenue budget is \$16,676,590, an increase of \$221,100 or 1.34% over FY26 budget.
4. Exhibit "F" shows a comparison of our Sales Tax Collections (By Business Type) for the first half of FY25. This gives you an idea of what services are providing the most sales tax dollars.

**STEP TWO - EXPENDITURE PROJECTION**

<i>Department</i>	<i>General Fund Proportion</i>
Police	\$ 342,915
Fire	\$ 287,308
General Government/Administration	\$ 166,823
Streets/Drainage	\$ 92,680
Legal	\$ 27,804
Cemetery	\$ 9,268
<b>Total Increase in Non-Salary Spending</b>	<b>\$926,798</b>

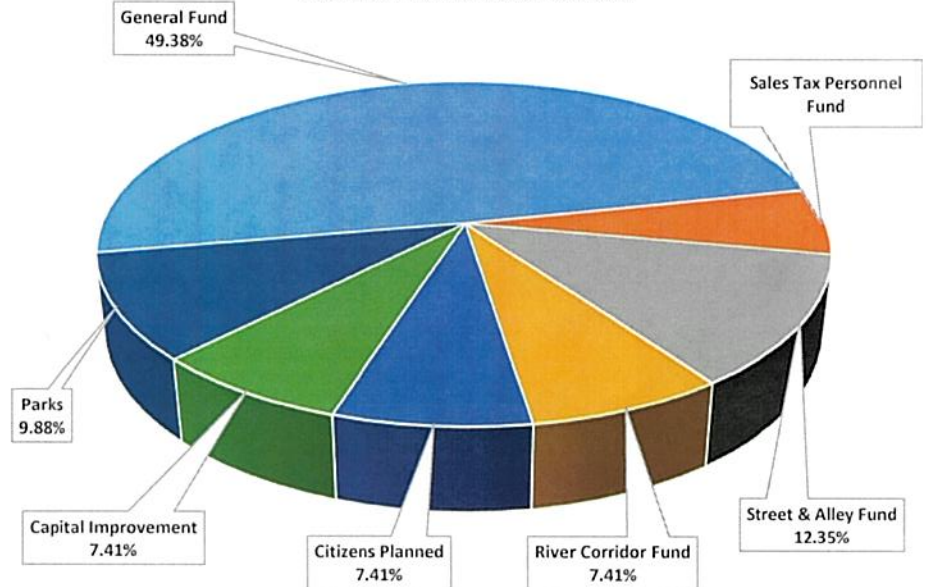
1. See Exhibit "G". To determine the potential change in expenditures, we started by analyzing revenue changes over the past two years.
2. As in the past, we will use the formula for "New Non-Salary Expenditure FY (+1) = Total Revenue FY (-1) minus Total Revenue FY (-2)". Example: New non-salary expenditure for FY27 would be \$16,262,304 - \$15,335,506 = \$ 926,798. Then, we would apply departmental percentages based on a study of a decade of department budget percentages – see chart above.
3. Also, our proposal uses some of the savings in FY26 to cover the collective bargaining agreements, new positions and other compensation increases. Therefore, the proposed General Fund expenditure budget is \$20,992,432, an increase of \$2,628,678 or 14.31% over FY26 – current year budget. See Exhibit "H" for an overview of the General Fund FY27 proposal. Also, see Exhibit "I" for the BPWA Fund FY27 proposal and Exhibit "J" for the Park Fund FY27 proposal.

Old Sales Tax Distribution



General Fund	2.00
Sales Tax Personnel Fund	0.25
River Corridor Fund	0.30
Citizens Planned	0.75
Capital Improvement	0.35
Parks	0.40
	4.05

New Sales Tax Distribution



General Fund	2.00
Sales Tax Personnel Fund	0.25
Street & Alley Fund	0.50
River Corridor Fund	0.30
Citizens Planned	0.30
Capital Improvement	0.30
Parks	0.40
	4.05

Exhibit "A"

**COMBINED FUNDS - SALES TAX REVENUE ANALYSIS FOR FY-27**

(Using FY26 Actual Tax Collection Amounts)

	July	August	September	October	November	December	January	February	March	April	May	June	TOTAL
	(Using last year's collection amounts plus 2% growth)												
FY27 Sales Tax Collections Proposed	1,800,683.27	1,743,626.95	1,675,999.28	1,615,260.60	1,646,481.90	1,590,548.20	1,558,534.72	1,619,381.11	1,556,907.07	1,510,682.72	1,800,101.58	1,741,853.56	19,860,060.95
FY26 Sales Tax Collections YTD	1,765,375.75	1,709,438.19	1,643,136.55	1,583,588.82	1,614,197.94	1,559,360.98	1,527,975.22	1,587,628.54	1,526,379.48	1,481,061.49	1,764,805.47	1,707,699.57	19,470,647.99
FY25 Sales Tax Collections Remitted	1,651,096.07	1,793,829.55	1,829,240.93	1,717,721.03	1,682,389.66	1,669,513.59	1,508,245.09	1,546,323.20	1,496,450.47	1,452,021.07	1,730,201.44	1,674,215.26	19,751,247.36
FY24 Sales Tax Collections Remitted	1,726,949.41	1,678,352.44	1,592,042.11	1,624,889.85	1,534,035.32	1,683,723.29	1,533,675.96	1,648,727.76	1,520,905.31	1,603,069.63	1,699,048.03	1,769,464.47	19,614,883.58
FY23 Sales Tax Collections Remitted	1,773,816.84	1,764,454.27	1,610,382.15	1,685,682.24	1,501,888.70	1,638,803.69	1,494,502.59	1,496,807.67	1,432,152.94	1,373,976.41	1,609,620.43	1,695,353.96	19,077,441.89
FY22 Sales Tax Collections Remitted	1,406,277.63	1,476,176.71	1,493,023.55	1,530,132.56	1,479,755.33	1,404,097.75	1,538,342.15	1,540,324.40	1,299,010.16	1,490,622.44	1,657,370.24	1,720,849.13	18,035,982.05
FY21 Sales Tax Collections Remitted	1,280,728.94	1,319,581.14	1,257,684.72	1,258,226.13	1,210,421.56	1,210,908.86	1,265,974.73	1,233,142.17	1,134,323.83	1,105,869.55	1,493,625.10	1,499,330.99	15,269,817.72
FY20 Sales Tax Collections Remitted	1,192,488.33	1,271,597.10	1,259,850.16	1,223,659.48	1,216,969.34	1,187,894.44	1,134,502.95	1,144,819.67	1,035,166.67	1,010,899.46	1,168,519.72	1,170,422.67	14,016,789.99
FY19 Sales Tax Collections Remitted	1,184,495.58	1,156,054.25	1,116,543.44	1,077,862.48	1,110,816.22	1,104,019.35	1,064,704.17	1,071,451.12	1,008,828.43	1,051,432.49	1,193,950.06	1,234,111.19	13,374,268.78
FY18 Sales Tax Collections Remitted	1,083,016.38	1,087,641.67	1,033,284.76	999,554.02	1,066,068.35	1,004,818.11	1,002,141.82	1,002,222.66	936,680.13	926,067.79	1,059,786.74	1,112,769.87	12,314,052.30
FY17 Sales Tax Collections Remitted	911,985.31	924,777.11	875,966.92	914,123.78	829,726.31	847,038.04	854,191.09	856,634.96	900,178.84	1,000,071.29	1,039,274.10	1,030,111.42	10,984,079.17
<b>General Fund Portion</b>	889,226.30	861,050.35	827,653.97	797,659.55	813,077.48	785,455.90	769,646.78	799,694.38	768,843.00	746,016.16	888,939.05	860,174.60	9,807,437.51
10-4-4110	49.38%	49.38%	49.38%	49.38%	49.38%	49.38%	49.38%	49.38%	49.38%	49.38%	49.38%	49.38%	FY27 Estimate
<b>Sales Tax Personnel Fund</b>	111,153.29	107,631.29	103,456.75	99,707.44	101,634.69	98,181.99	96,205.85	99,961.80	96,105.37	93,252.02	111,117.38	107,521.82	1,225,929.69
17-4-4110	6.17%	6.17%	6.17%	6.17%	6.17%	6.17%	6.17%	6.17%	6.17%	6.17%	6.17%	6.17%	FY27 Estimate
<b>Street &amp; Alley Fund</b>	222,306.58	215,262.59	206,913.49	199,414.89	203,269.37	196,363.98	192,411.69	199,923.59	192,210.75	186,504.04	222,234.76	215,043.65	2,451,859.38
21-4-4110	12.35%	12.35%	12.35%	12.35%	12.35%	12.35%	12.35%	12.35%	12.35%	12.35%	12.35%	12.35%	FY27 Estimate
<b>River Corridor Fund</b>	133,383.95	129,157.55	124,148.09	119,648.93	121,961.62	117,818.39	115,447.02	119,954.16	115,326.45	111,902.42	133,340.86	129,026.19	1,471,115.63
24-4-4110	7.41%	7.41%	7.41%	7.41%	7.41%	7.41%	7.41%	7.41%	7.41%	7.41%	7.41%	7.41%	FY27 Estimate
<b>Capital Improvement Fund</b>	133,383.95	129,157.55	124,148.09	119,648.93	121,961.62	117,818.39	115,447.02	119,954.16	115,326.45	111,902.42	133,340.86	129,026.19	1,471,115.63
25-4-4110	7.41%	7.41%	7.41%	7.41%	7.41%	7.41%	7.41%	7.41%	7.41%	7.41%	7.41%	7.41%	FY27 Estimate
<b>Citizen's Planned Fund</b>	133,383.95	129,157.55	124,148.09	119,648.93	121,961.62	117,818.39	115,447.02	119,954.16	115,326.45	111,902.42	133,340.86	129,026.19	1,471,115.63
26-4-4110	7.41%	7.41%	7.41%	7.41%	7.41%	7.41%	7.41%	7.41%	7.41%	7.41%	7.41%	7.41%	FY27 Estimate
<b>Parks Fund</b>	177,845.26	172,210.07	165,530.79	159,531.91	162,615.50	157,091.18	153,929.36	159,938.88	153,768.60	149,203.23	177,787.81	172,034.92	1,961,487.50
28-4-4110	9.88%	9.88%	9.88%	9.88%	9.88%	9.88%	9.88%	9.88%	9.88%	9.88%	9.88%	9.88%	FY27 Estimate

Exhibit "B"

### Sales Tax Trend Analysis

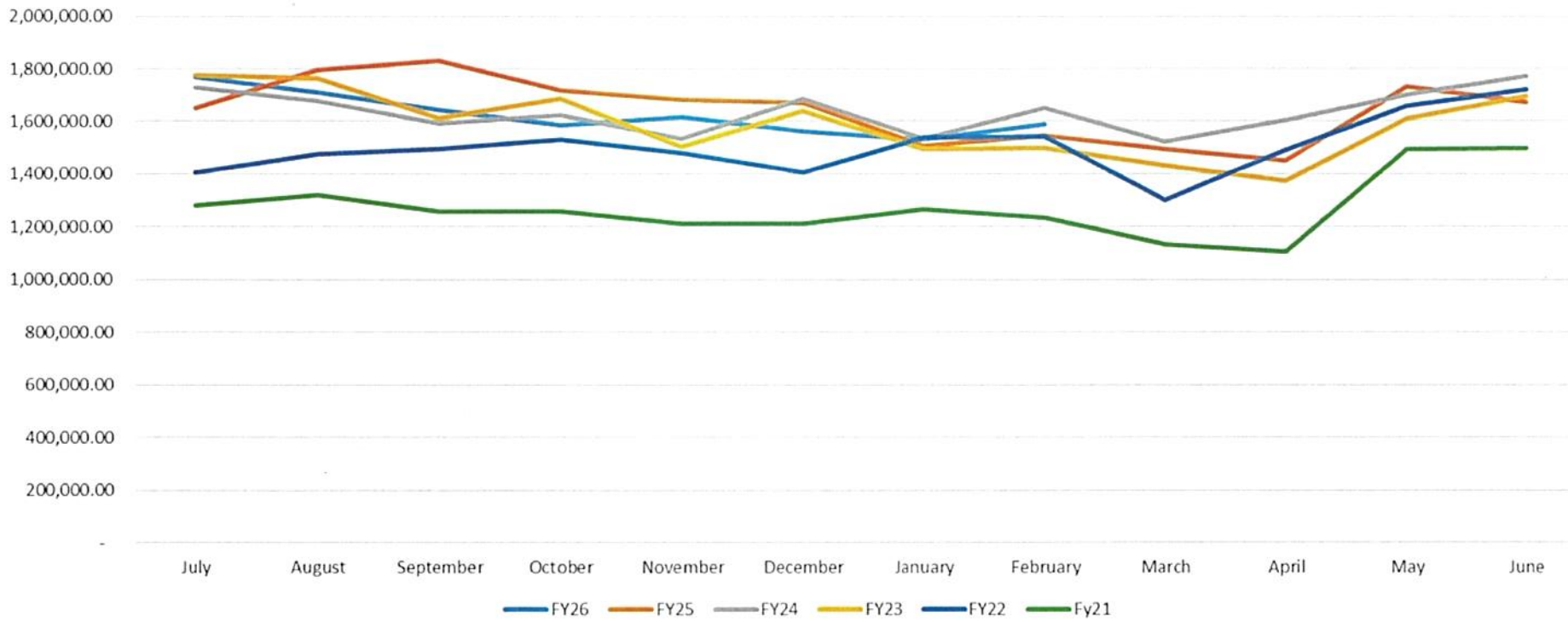


Exhibit "C"

<b>Sales Tax Collection Analysis For FY27</b>					
	<b>FY26 Budget</b>	<b>FY26 Projected</b>	<b>% Change From FY26 Budget</b>	<b>(As of 2/2026) FY27 Estimate</b>	<b>% Change From FY26 Projected</b>
<b>General Fund Portion</b> 10-4-4110	10,232,328.00	9,950,395.14	-2.76%	9,807,437.51	-1.44%
<b>Sales Tax Personnel Fund</b> 17-4-4110	1,279,041.00	1,243,387.76	-2.79%	1,225,929.69	-1.40%
<b>Street &amp; Alley Fund</b> 21-4-4110	2,558,082.00	2,486,775.78	-2.79%	2,451,859.38	-1.40%
<b>River Corridor Fund</b> 24-4-4110	1,534,949.00	1,493,053.20	-2.73%	1,471,115.63	-1.47%
<b>Capital Improvement Fund</b> 25-4-4110	1,534,849.00	1,493,053.20	-2.72%	1,471,115.63	-1.47%
<b>Citizen's Planned Fund</b> 26-4-4110	1,534,849.00	1,493,053.00	-2.72%	1,471,115.63	-1.47%
<b>Parks Fund</b> 28-4-4110	2,046,466.00	1,990,717.56	-2.72%	1,961,487.50	-1.47%

Exhibit "D"

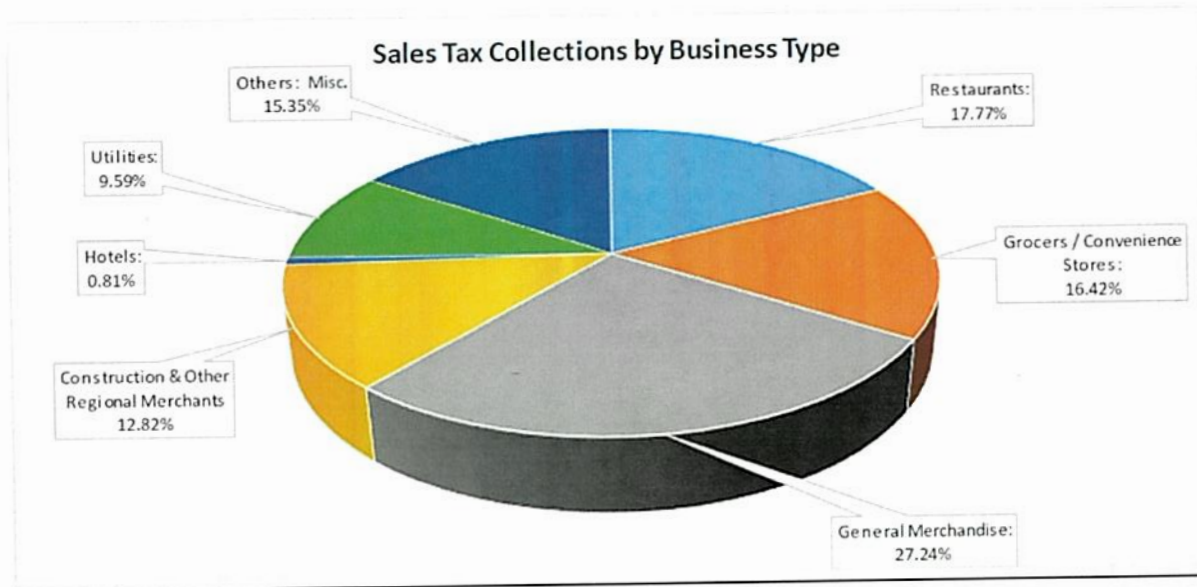
General Fund Only

REVENUE		Actual	Actual	Actual	Proposed	Proposed
FISCAL YEAR 2027 PROPOSED BUDGET		FY 2023	FY 2024	FY 2025	Budget	Budget
					FY 2026	FY 2027
Sales Tax	(4110)	9,420,959	9,779,297	9,935,021	10,232,328	10,232,328
Franchise Tax	(4130)	1,343,972	1,266,184	1,321,066	1,400,000	1,400,000
Occupation Tax	4120	10,870	11,586	3,777	10,000	10,000
Cigarette Tax	(4141)	130,938	123,264	116,458	140,000	140,000
Alcoholic Beverage Tax	(4140)	90,372	86,347	88,428	85,000	85,000
EMS Service Fees	(4150)	506,693	880,922	1,141,198	1,400,000	1,100,000
Brewer's License	(4191)	0	9,350	17,150	0	0
Liquor License Fees	(4201)	18,775	2,400	0	10,170	0
Bus. License (Ped / Wreckers / Trash)	(4202)	3,630	3,169	685	2,500	2,500
Electrical License Fees	(4203)	11,000	900	0	0	0
Plumbing License Fees	(4204)	10,679	400	0	0	0
Mechanical License Fees	(4205)	8,600	700	0	0	0
Food License	(4206)	5,477	11,828	6,368	4,792	6,000
Fire Alarm Contractor License	(4207)	2,687	8,482	5,543	2,500	5,000
Other Fire Fees	(4208)	2,385	1,050	30	2,000	2,000
Engineering Fees	(4215)	28,267	6,199	24,313	8,000	30,000
Business Permit Fees	(4220)	25	475	8,952	0	10,000
Mobile Food Vendor Permit	(4230)	250	750	750	0	1,000
Commercial Building Permits	(4250)	166,715	68,648	25,077	50,000	65,000
Building Permits Fees	(4251)	109,086	221,269	237,654	115,000	235,000
Building Inspection Fees	(4252)	351,868	515,058	199,861	350,000	200,000
Electrical Permit Fees	(4253)	32,842	259,685	463,009	300,000	375,000
Plumbing Permit Fees	(4254)	55,584	46,591	34,399	50,000	50,000
Mechanical Permit Fees	(4255)	32,396	32,196	1,890	40,000	40,000
Zoning Permit Fees	(4256)	85,959	65,336	55,990	50,000	50,000
Sign Permit Fees	(4257)	7,550	5,566	6,725	4,000	6,000
Earth Change Permits	(4258)	3,355	3,989	4,000	2,500	3,500
Subdivision Inspection Fees	(4259)	27,664	30,296	44,533	25,000	35,000
Plan Review Fees	(4260)	4,750	3,700	21,102	4,000	20,000
Misc. Building Project Fees	(4265)	41,615	62,742	81,565	50,000	75,000
Commercial Fire Code Fees	(4270)	33,230	28,125	10,910	40,000	15,000
Cemetery Fees	(4320)	88,000	62,625	89,525	59,950	65,000
Court Technology Fee	(4413)	4,248	4,587	4,112	4,000	4,000
Court Fines & Forfeitures	(4410)	333,605	355,030	332,325	325,000	325,000
Juvenile Bonds & Fines	(4412)	280	633	0	5,530	0
Fire Rescue Revenue	(4455)	9,523	250,804	965,563	800,000	1,200,000
Grants	(4500)	60,063	187,592	121,247	50,000	50,000
Opioid Settlement Funds	(4515)	0	0	105,962	0	11,952
Misc. Donations	(4600)	3,000	7,150	250	100,000	100,000
Rent	(4700)	4,470	5,068	6,678	5,460	5,460
Reimbursements	(4800)	129,509	205,174	213,508	225,000	225,000
Reimbursements-School Resource Officers	(4805)	207,069	232,237	198,906	220,000	220,000
Fireworks fees	(4900)	18,960	18,180	22,790	20,000	20,000
Dog License Fees	(4995)	2,805	3,041	1,728	3,508	2,500
Copies	(4996)	2,517	3,695	3,306	3,672	3,500
Assessment Letters	(4997)	325	320	375	500	350
Miscellaneous	(4998)	2,701	8,953	90	5,080	500
Interest on Investment	(9070)	162,635	419,757	339,487	250,000	250,000
<b>Total Revenue</b>		<b>13,578,903</b>	<b>15,301,350</b>	<b>16,262,791</b>	<b>16,455,490</b>	<b>16,676,590</b>

Exhibit "E"

Restaurants:  
 Grocers / Convenience Stores:  
 General Merchandise:  
 Construction & Other Regional Merch:  
 Hotels:  
 Utilities:  
 Others: Misc.

First Half of FY26	
\$ Tax Collected	Sales \$ Volume
1,718,321.32	42,427,686.91
1,587,751.33	39,203,736.54
2,634,465.57	65,048,532.59
1,239,909.42	30,615,047.41
78,098.53	1,928,358.77
927,816.19	22,909,041.73
1,484,975.59	36,666,063.95
<b>\$9,671,337.95</b>	<b>\$238,798,467.90</b>



NOTE: I only track certain businesses in each business type: therefore, each business type data is not all inclusive. Therefore, "Other" will include smaller businesses in each category plus businesses with regional, state or national affiliations reporting sales tax to Bixby.

Exhibit "F"

REVENUE ANALYSIS GENERAL FUND FY 2027	Actual FY 2024	Actual FY 2025
	FY (-2)	FY (-1)
Sales Tax	9,779,297	9,935,021
Franchise Tax	1,266,184	1,321,066
Occupation Tax	11,586	3,777
Cigarette Tax	123,264	116,458
Alcoholic Beverage Tax	86,347	88,428
Ambulance Service Fees	880,922	1,141,198
Brewer's License	9,350	17,150
Liquor License Fees	2,400	-
Peddlers, Wreckers & Trash	3,169	685
Electrical License Fees	900	-
Plumbing License Fees	400	-
Mechanical License Fees	700	-
Food License	11,528	6,368
Fire Alarm Contractor License	8,482	5,543
Other Fire Fees	1,050	30
Concession Fees	-	-
Engineering Fees	6,199	24,313
Business Permit Fees	475	8,952
Itinerant Merchant Fee	300	-
Mobile Food Vendor Permit	750	750
Commercial Building Permits	68,648	25,077
Building Permits Revenues	221,269	237,654
Building Inspection Fees	515,058	199,861
Electrical Permit Fees	259,685	463,009
Plumbing Permit Fees	46,591	34,399
Mechanical Permit Fees	32,196	1,890
Zoning Permit Fees	65,336	55,990
Sign Permit Fees	5,566	6,725
Earth Change Permits	3,989	4,000
Subdivision Inspection Fees	30,296	44,533
Plan Review Fees	3,700	21,102
Misc. Building Project Fees	62,742	81,565
Commercial Fire Code Fees	28,125	10,910
Cemetery Fees	62,625	89,525
Court Technology Fee	4,587	4,112
Court Fines & Forfeitures	355,030	332,325
Juvenile Bonds & Fines	633	-
Fire Rescue Revenue	250,804	965,563
Grants	187,592	121,247
Opioid Settlement Fees	-	105,962
Donations	7,150	250
Rent	5,068	6,678
Reimbursements	205,174	213,508
Reimbursements-SROs	232,237	198,906
Assessment Letters	320	375
Fireworks fees	18,180	22,790
Dog License Fees	3,041	1,728
Copies	3,695	3,306
Miscellaneous	8,923	90
Interest on Investment	453,946	339,487
Total Revenues	15,335,506	16,262,304
	FY (-2)	FY (-1)
		6.04%

## General Fund Only Two-Year Look Back Method

FORMULA METHOD		
	FY (-1)	16,262,304
	FY (-2)	15,335,506
	FY (+1)	926,798
Administration	5.00%	46,340
Legal Department	3.00%	27,804
General Government	13.00%	120,484
Police Department	37.00%	342,915
Fire Department	31.00%	287,308
Street Department	10.00%	92,680
Other/Cemetery	1.00%	9,268
		926,798

Exhibit "G"

**PROPOSED NEW POSITIONS TO BE ADDED IN FY27**

<b>GENERAL FUND:</b>	<b>ADMINISTRATION:</b>	<b>ASS'T. FINANCE DIRECTOR</b>
	<b>POLICE DEPARTMENT:</b>	<b>TWO POLICE OFFICERS CODE ENFORCEMENT OFFICER</b>
	<b>FIRE DEPARTMENT:</b>	<b>THREE FIREFIGHTERS</b>

Overview of  
General Fund  
FY27 Initial  
Budget Proposal

CITY OF BIXBY FISCAL YEAR 2027 PROPOSED BUDGET GENERAL FUND	Actual FY 2023	Actual FY 2024	Actual FY 2025	Original Budget FY 2026	Proposed Budget FY 2027
<b>Total Revenues</b>	13,578,903	15,301,350	16,262,791	16,455,490	16,676,590
Administration	542,456	568,031	703,172	772,436	914,389
Legal Department	132,111	132,994	164,922	150,117	185,116
Municipal Court	93,711	96,412	106,489	112,607	141,098
Community Service	3,791	1,796	0	9,565	9,565
General Government	1,216,366	791,015	831,885	888,028	907,924
Information Technology Department				647,457	898,017
Development Services	559,447	682,908	641,586	854,719	854,719
Police Department	4,026,320	4,778,189	5,425,801	6,771,840	7,674,848
Fire Department	3,872,023	4,558,052	5,598,733	6,693,812	7,672,728
Street Department	707,178	889,644	846,727	1,262,663	1,512,193
Cemetery Department	77,925	91,375	87,516	108,005	129,330
Emergency Services	14,905	43,696	57,712	92,505	92,505
<b>Total Expenditures</b>	11,246,233	12,634,112	14,464,543	18,363,754	20,992,432
Excess of Revenues over(under) Expenditures	2,332,670	2,667,238	1,798,248	(1,908,264)	(4,315,842)
Operating Transfers In					
PILOT (Payment In Lieu Of Tax) from BPWA	700,000	700,000	700,000	0	0
E-911	60,000	60,000	60,000	60,000	60,000
BPWA (Debt Service)	1,766,430	1,825,593	1,358,650	1,098,462	1,098,462
BPWA (Reimb. For Capitial Contribution)			4,500,000	4,500,000	
ARPA (one time grant)	4,906,324				
<b>Total Other Financing Sources</b>	7,432,754	2,585,593	6,618,650	5,658,462	1,158,462
Operating Transfers Out					
BPWA (Debt Service)	(1,766,430)	(1,825,593)	(1,862,816)	(1,098,462)	(1,098,462)
Cemetery Maintenance	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
Economic Development Fund			(500,000)		
Capital Improvement Fund - For PAC Funding			(1,500,000)	(1,500,000)	
BPWA for Capital Project Contribution			(4,500,000)		
Water & Sewer Fund - ARPA Generated	(3,929,568)				
Stormwater Fund - ARPA Generated	(951,000)				
Street and Alley - PILOT	(275,000)	(275,000)	(275,000)	0	0
Stormwater - PILOT	(425,000)	(425,000)	(425,000)	0	0
Stormwater	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)
Disaster Recovery Fund			(500,000)	(500,000)	0
Street and Alley	(310,000)	(310,000)	(310,000)	(310,000)	(310,000)
<b>Total Other Financing Uses</b>	(7,906,998)	(3,085,593)	(10,122,816)	(3,658,462)	(1,658,462)
Excess of Revenues over (under) Expenditures & Other Financing Sources (uses)	1,858,426	2,167,238	(1,705,918)	91,736	(4,815,842)
Fund Balance - July 1	13,309,023	15,167,449	17,297,369	15,554,133	11,633,894
Fund Balance - June 30	15,167,449	17,297,369	15,554,133	15,645,869	6,818,052

Exhibit "H"

Overview of  
BPWA Fund  
FY27 Initial  
Budget Proposal

BIXBY PUBLIC WORKS AUTHORITY (60) FISCAL YEAR 2027 PROPOSED BUDGET	Actual FY 2023	Actual FY 2024	Actual FY 2025	Original Budget FY 2026	Proposed Budget FY 2027
Total Revenue	13,935,864	13,892,545	14,738,010	32,377,326	29,179,250
Administration					
Personal Services	1,789,741	1,949,200	2,154,509	3,107,828	3,478,415
Materials & Supplies	109,056	91,924	131,679	136,400	149,800
Other Services	370,187	413,747	497,806	478,437	511,500
Total Administration	2,269,584	2,454,871	2,783,994	3,722,665	4,139,715
Sewer					
Personal Services	138,760	5,344	45,772	0	0
Materials & Supplies	51,083	178,331	141,699	124,100	133,100
Other Services	169,028	226,235	183,340	214,200	206,200
Total Sewer	358,871	409,910	370,811	338,300	339,300
Water Treatment					
Other Services	4,832,308	4,542,557	4,685,531	5,000,000	5,500,000
Total Water Treatment	4,832,308	4,542,557	4,685,531	5,000,000	5,500,000
Water Distribution					
Personal Services	479,940	590,787	637,167	930,741	971,316
Materials & Supplies	151,627	193,436	173,496	199,500	214,500
Other Services	99,538	116,252	108,239	105,183	156,683
Total Water Distribution	731,105	900,475	918,902	1,235,424	1,342,499
Capital Outlays	4,665,834	805,815	15,125,330	18,350,250	16,700,250
Total Expenditures	12,857,702	9,113,628	23,884,568	28,646,639	28,021,764
Excess Revenue over (under) Expenditures	1,078,162	4,778,917	(9,146,558)	3,730,687	1,157,486
Transfers In					
Citizens Planned Fund	2,921,127	3,651,075	2,657,552	2,330,037	2,341,017
WWTP to Public Works Facility Construction		4,000,000	0		
Capital Improvement Fund	1,648,668	1,703,834	1,620,445	675,583	675,583
Capital Improvement Fund - Land Acquisition	1,800,000	1,800,000			
Water and Sewer Fund - Land Acquisition DT	2,200,000				
General Fund - For Capital Contribution			4,500,000		
General Fund - Debt Service	1,766,430	1,825,593	1,862,816	1,098,462	1,098,462
Total Transfers In	10,336,225	12,980,502	10,640,813	4,104,082	4,115,062
Transfers Out					
General Fund - PILOT (Payment in lieu of tax) (9964)	(700,000)	(700,000)	(700,000)	0	0
Citizens Planned Fund (9952)	(5,175,518)	(1,093,064)	(641,131)		
Capital Improvement Fund (9960)	(1,648,668)	(1,703,834)	(1,620,445)	(675,583)	(675,583)
General Fund - Debt Service Not Needed (9965)	(1,766,430)	(1,825,593)	(1,394,900)	(1,098,462)	(1,098,462)
Street & Alley Fund (Loan Proceeds for Capital Contr.) (9958)				(4,240,000)	
WWTP Fund - Debt Service (9966)	(1,367,789)	(1,500,000)	(2,362,214)	(2,330,037)	(2,341,017)
WWTP Fund for Facility Accrual	(1,500,000)				
WWTP Fund for Operations (9970)			(1,950,000)	(1,950,000)	(1,950,000)
Capital Improvement Fund - For PAC Funding (9975)			(1,500,000)	(1,500,000)	
2021 GO Bond Fund for Fire Station / PW Facility	(1,250,000)				
Disaster Recovery Fund to replenish (9969)		(1,000,000)	(500,000)		
Total Transfers Out	(13,408,405)	(7,822,481)	(10,668,690)	(11,794,082)	(6,065,062)
Debt Service	(239,310)	(239,309)	(260,376)	(1,500,845)	(4,235,239)
Total Transfers and Other	(3,311,490)	4,918,712	(288,253)	(9,190,845)	(6,185,239)
Excess Revenue over (under) Expenditures & Transfers	(2,233,328)	9,697,629	(9,434,811)	(5,460,158)	(5,027,753)
Beginning Fund Balance - July 1 (Net of Fixed Assets)	15,544,491	13,311,163	23,008,792	13,573,981	12,401,978
Ending Fund Balance - June 30 (Net of Fixed Assets)	13,311,163	23,008,792	13,573,981	8,113,823	7,374,225

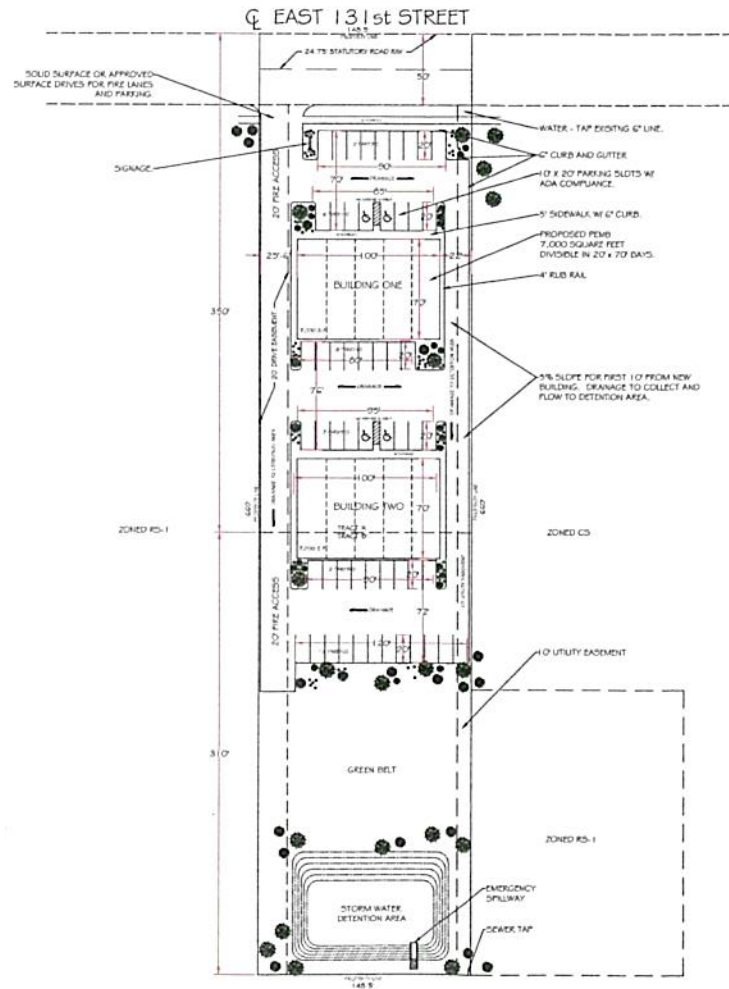
Exhibit "1"

Overview of  
Parks Fund FY27  
Initial Budget  
Proposal

<b>PARK FUND (28)</b>	Actual	Actual	Actual	Original	Proposed
FY 2026	FY 2022	FY 2023	FY 2024	Budget FY 2025	Budget FY 2026
Sales Tax	1,781,332	1,884,192	1,955,859	1,945,891	2,046,466
Usage Fees	15,725	68,350	37,100	62,000	62,000
Refundable Deposits	(1,165)	250	200	0	0
Sales of Assets	0	1,544	0	0	0
Reimbursement				0	0
Donations				0	0
Interest	11,876	56,179	107,482	20,000	20,000
<b>Total Revenue</b>	<b>1,807,768</b>	<b>2,010,515</b>	<b>2,100,641</b>	<b>2,027,891</b>	<b>2,128,466</b>
Total Personal Services	535,057	510,355	616,754	947,161	1,079,590
Total Materials & Supplies	158,689	173,293	188,297	291,153	291,153
Total Other Services	195,119	220,363	256,384	242,445	337,002
<b>Total expenditures</b>	<b>888,865</b>	<b>904,011</b>	<b>1,061,435</b>	<b>1,480,759</b>	<b>1,707,745</b>
Transfer from General Fund					
Transfer to Capital Improvement Fund	(220,000)	(220,000)	(385,000)	(385,000)	(385,000)
<b>Excess of Revenue over (under) Expenditures</b>	<b>698,903</b>	<b>886,504</b>	<b>654,206</b>	<b>162,132</b>	<b>35,721</b>
Fund Balance - July 1	2,772,240	3,471,143	4,357,647	5,011,853	5,488,392
Fund Balance - June 30	3,471,143	4,357,647	5,011,853	5,173,985	5,524,113

Exhibit "J"





**PROPERTY INFORMATION:**

OWNER:  
ML 131 LLC

ADDRESS:  
8550 E. 131st St. S.  
Bixby, OK, 74008

**SHOWING IMPROVEMENTS ON TRACT A:**

THE NORTH 350 FEET OF THE WEST 148.5 FEET OF THE WEST HALF OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION TWELVE (12), TOWNSHIP SEVENTEEN (17) NORTH, RANGE THIRTEEN (13) EAST OF THE INDIAN BASE AND MERIDIAN, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, AND KNOWN AS - 8550 EAST 131ST STREET.

**SHOWING IMPROVEMENTS ON TRACT B:**

THE WEST 148.5 FEET OF THE WEST HALF OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER (W/2 NE/4 NE/4 NW/4), LESS AND EXCEPT THE NORTH 350 FEET THEREOF, OF SECTION TWELVE (12), TOWNSHIP SEVENTEEN (17) NORTH, RANGE THIRTEEN (13) EAST OF THE INDIAN BASE AND MERIDIAN, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, AND KNOWN AS - 8550 EAST 131ST STREET.

**FLOOR SLAB:**

- REMOVE VEGETATION LAYER AND STORE FOR BACK-FILL CURBS, DRIVES ETC.
- POST-TENSION DESIGNED SLAB
- 3,500 psi - CONCRETE
- GML VAPOR BARRIER
- SMOOTH TROWELED FINISH TO RCV. SEALER.

**FIRE APPARATUS ACCESS ROUTE:**

- 20' MINIMUM WIDTH
- INSIDE TURN RADIUS MIN 20' & OUTSIDE RADIUS 40'
- SURFACE CAPABLE OF SUPPORTING 75,000 LBS.
- SURFACE TO BE MARKED THREE LANE - NO PARKING

**PRELIM SITE PLAN**

NOT TO SCALE

DATE	12-07-25
PROJECT #	2025-119

GENERAL CONTRACTOR -  
**TRI-ANGLE DEVEL. CO**  
5841 South Garnett Rd.  
TULSA, OK

PROJECT -  
**EVERDING - 131**  
8550 East 131st St. S.  
BIXBY, OK, 74008

DESIGN -  
**absOLOONEY ink**  
scott looney 918-406-8400  
absOLOONEYink@GMAIL.COM

REVISIONS:	03-03-26
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PERMIT #	2025-000
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SITE PLAN
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# **PLANNED UNIT DEVELOPMENT (PUD)**

## **City of Bixby, Oklahoma**

**Project Name:** 'one3one center' - PUD

**Applicant:** MARK AND LARA EVERDING

**Property Owner:** ML 131 LLC

**Location:** 8550 E. 131st St. S., Bixby, Oklahoma 74008

**Total Acreage:** 2.25 acres +/-

**Existing Zoning:** CG – General Commercial

**Proposed Zoning:** Planned Unit Development (PUD) - aligned with existing CG zoning standards and Bixby's 131st Street Corridor Appearance District

### **1. Purpose and Intent**

The purpose of this Planned Unit Development (PUD) is to allow a coordinated commercial development that provides neighborhood-serving retail and service uses while maintaining compatibility with the City of Bixby's Comprehensive Plan, CG zoning standards, and the architectural expectations of the 131st Street Corridor Appearance District.

The project is intended to create a well-designed commercial center that serves the surrounding residential community with convenient daily services. The PUD will allow some flexibility in site planning while maintaining development standards that ensure high-quality architecture, adequate parking, attractive landscaping, and safe access.

Development within this PUD will generally follow the regulations of the CG General Commercial zoning district unless specifically modified by this PUD document.

### **2. Site Description**

The subject property is located along the south side of 131st Street corridor just east of memorial drive, within the City of Bixby. The site is positioned to provide neighborhood-friendly commercial services to the growing residential areas surrounding the corridor.

The development will consist of two commercial buildings of approximately 7,000 square feet each, designed to accommodate multiple tenants serving the daily needs of nearby residents.

Key project characteristics include:

- Two commercial buildings totaling approximately 14,000 square feet
- Orientation toward 131st Street to support corridor aesthetics
- Centralized parking area serving both buildings
- Architectural design consistent with the Bixby Corridor Appearance District
- Landscaping and pedestrian access consistent with city standards

### **3. Comprehensive Plan Consistency**

The proposed development supports the goals of the City of Bixby Comprehensive Plan by:

- Providing neighborhood-scale commercial services to surrounding residential areas
- Enhancing the visual quality of the 131st Street corridor
- Supporting orderly commercial growth within designated commercial corridors
- Providing a well-planned commercial site with coordinated architecture and landscaping

This project will contribute to the economic vitality of the corridor while maintaining compatibility with surrounding development patterns.

#### **4. Development Program**

The development will consist of two buildings located on a unified commercial site.

Building 1 – Community Retail Building  
Approximately 7,000 square feet  
Located along the 131st Street frontage

This building will provide leasable commercial space designed to serve nearby residents. Intended tenants may include:

- Laundry facility / laundromat
- Copy and printing center
- Hair salon or barber shop
- Personal service businesses
- Small retail establishments
- Other neighborhood commercial services permitted within CG zoning

Building 2 – Retail / Service Building  
Approximately 7,000 square feet  
Located internal to the site with shared parking access

This building will also provide space for neighborhood-oriented retail and/or service tenants consistent with CG zoning regulations.

#### **5. Prohibited Uses**

To ensure the development remains compatible with surrounding neighborhoods and maintains a family-friendly environment, the following uses shall be prohibited within this PUD regardless of allowances under the underlying CG zoning:

- Marijuana dispensaries
- Marijuana cultivation facilities
- Marijuana processing facilities
- Marijuana distribution operations
- Adult entertainment establishments
- Nude or semi-nude entertainment venues
- Adult bookstores or video establishments
- Sexually oriented businesses of any type

These restrictions are intended to ensure the development serves the surrounding community in a manner consistent with neighborhood character and expectations.

#### **6. Development Standards**

Except where modified below, development shall follow the standards of the CG General Commercial zoning district of the City of Bixby.

Maximum Building Area  
Approximately 7,000 square feet per building

Total Development  
Approximately 14,000 square feet

Building Height  
Maximum building height shall comply with CG zoning requirements.

Setbacks  
Setbacks shall generally comply with CG zoning requirements unless minor adjustments are approved during site plan review to accommodate site circulation or parking.

Parking Requirements  
Parking shall be provided at a ratio ranging from one space per 300 square feet to one space per 500 square feet of leasable building area depending on tenant use. The site will provide shared parking designed to accommodate varying tenant demands throughout the day.

The parking layout will be designed to provide safe circulation, convenient customer access, and compliance with ADA accessibility and emergency service requirements.

## **7. Access and Circulation**

Vehicular access to the development will be provided from the adjacent public street network serving the 131st Street corridor.

Internal circulation will allow for safe vehicle movement between parking areas and both buildings. The design will emphasize efficient access while maintaining safe pedestrian pathways between parking areas and building entrances.

## **8. Architecture and Building Materials**

All buildings within the PUD will comply with the design expectations of the Bixby 131st Street Corridor Appearance District.

The architectural design will incorporate high-quality materials and visual interest along all street-facing elevations.

Primary exterior materials will include:

- Cementitious, stucco or cement-based exteriors
- Masonry or masonry accents where appropriate
- Architectural metal or architectural accent panels (excluding corrugated type panels)

The architectural design will incorporate varied rooflines, façade articulation, and coordinated color palettes to create an attractive and cohesive commercial development that enhances the visual character of the corridor.

Blank walls along street frontages will be avoided through architectural detailing, material variation, and window placement where appropriate.

## **9. Landscaping and Site Design**

Landscaping will be provided consistent with City of Bixby requirements and corridor design expectations. Landscaping elements may include:

- Street frontage landscaping
- Parking lot islands with trees and plantings
- Landscape buffers where needed
- Decorative planting areas near building entrances

The site will be designed to present an attractive appearance from 131st Street and surrounding properties.

## **10. Lighting**

Site lighting will be designed to provide safe illumination of parking areas, pedestrian walkways, and building entrances while minimizing glare on surrounding properties.

Lighting fixtures will be shielded and directed downward to maintain compatibility with nearby development.

## **11. Signage**

Signage within the PUD will comply with City of Bixby sign regulations and the appearance standards associated with the corridor district.

Signage will be designed to complement the architectural character of the development and maintain a cohesive visual identity for the project.

All future tenants will be required to adhere to a specific channel-letter interior-lit signage.

## **12. Utilities and Infrastructure**

All utilities serving the development will be installed and connected in accordance with City of Bixby standards.

Utilities will include:

- Water service
- Sanitary sewer service
- Stormwater drainage infrastructure
- Fire protection and hydrant access

All required public infrastructure improvements will be coordinated with the City of Bixby during the site development process.

## **13. Development Phasing**

The development may be constructed in one phase or in multiple phases depending on market demand. Each phase will comply with the approved PUD development standards.

#### **14. Concept Plan**

A conceptual site plan accompanies this PUD and illustrates the general arrangement of buildings, parking areas, access points, landscaping areas, and pedestrian pathways.

The concept plan is intended to provide general guidance for site layout and may be refined during the detailed site plan review process provided that the overall intent of this PUD is maintained.

#### **15. Summary**

This Planned Unit Development for one3one center provides a thoughtfully designed neighborhood commercial development that supports the growing residential community surrounding the 131st Street corridor in Bixby. The project incorporates high-quality architecture, appropriate tenant restrictions, adequate parking, and compliance with corridor appearance standards.

By aligning with the CG zoning district and the 131st Street Corridor Appearance District, the development will contribute positively to the visual quality and economic vitality of the corridor while providing convenient services for local residents.

# City Council Meeting Minutes

Bixby Municipal Building  
111 N. Cabaniss Ave., Bixby, OK 74008  
March 9, 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 March 5, 2026, on or before 5:00 p.m.

## Call to Order

Mayor Girard called the City Council Meeting to order at 6:02 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  
Dylan Warner, Public Works Director  
Joe Sherrell, Fire Chief

## Invocation

The Invocation was given by Mayor Girard.

## Pledge of Allegiance

The Pledge of Allegiance was led by Vice Mayor Schultz.

## Presentation and Proclamations

- 1) Recognition of Madeline Luster for receiving the Young Professional of the Year Award from the Bixby Metro Chamber of Commerce.

Mayor Girard gave a brief overview of what Madeline's job is, along with recognizing her for receiving The Young Professional of the Year Award.

## **Consent Agenda**

- 1) Minutes for the Work Session dated 2/23/26.
- 2) Minutes for the City Council Meeting dated 2/23/26.
- 3) Discuss and/or consider approval of the surplus or disposal/destruction of old and broken furniture, assorted tools, and unusable computer hardware/printers and old office machines from various city departments currently stored on the lower east garage area of the Police Department to make room for renovations.
- 4) Consider and/or approve the quote for Material Testing & Inspection for the Bixby Performing Arts Center with Building & Earth Sciences in the amount of \$77,230.75.

Mayor Girard said Items 1–4 on the Consent Agenda are up for discussion and consideration.

Mayor Girard asks for a motion to approve items 1–4. Vice Mayor Schultz made a motion to approve, seconded by Councilor Payne.

The vote was taken with the following results:

Carried:4-0

Ayes: Schultz, Payne, David, Girard

Nays: 0

## **Regular Agenda**

- 1) Consider, discuss, amend, revise, approve, defer or reject to award the sale of the \$9,300,000.00 General Obligation Bonds, Series 2026A to the lowest Bidder.

Mayor Girard said Item 1 on the Regular Agenda is up for discussion and consideration.

Item presented by: Charles Barnes, Finance Director

A handout was given to the Council and is attached to these minutes.

Discussion ensued about the sale of the General Obligation Bonds. It was recommended to sell these bonds.

Mayor Girard asks for a motion to approve item 1. 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

- 2) Consider, discuss, amend, revise, approve, defer or reject an Ordinance providing for the issuance of General Obligation Bonds in the Sum of Nine Million Three Hundred Thousand and No/100s Dollars (\$9,300,000.00) by the City of Bixby, Oklahoma authorized at an election duly called and held for such purpose; Prescribing form of Bonds; Providing for registration thereof; Providing for a system of registration for uncertificated registered public obligations; Providing levy of an annual tax for payment of principal and interest on the same; Fixing other details of the Issue; and declaring an emergency. Ordinance 2549

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

Item presented by: Charles Barnes, Finance Director

Discussion ensued about this Ordinance. It was recommended to approve by staff.

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 2549 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: Charles Barnes, Finance Director

Mayor Girard asks for a motion to approve item 3. 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

- 4) Discussion, consideration, and possible vote to approve a Special Use Permit (Case No. BXSUP-26.01) to allow a temporary construction storage area and job site trailer offices, including temporary fencing and gravel surfacing (Laydown Yard – Use Unit 2), located at 114 S. B Avenue, Bixby, Oklahoma.

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

Item presented by: Gladys Gill, Assistant Planner

Discussion ensued about this special use permit. This is for a lay-down yard and job site trailer offices while the Performing Arts Center is being built. This is limited to a 2-year usage with the right to extend if needed. Staff recommends approving.

Mayor Girard asks for a motion to approve item 4. Mayor Girard made a motion to approve, seconded by Vice Mayor Schultz.

The vote was taken with the following results:

Carried: 4-0

Ayes: Girard, Schultz, David, Payne

Nays: 0

- 5) Discussion, consideration, and possible vote for approval of a Resolution of the City of Bixby, Oklahoma supporting the installation of a vehicle warning signal at the intersection of State Highway 67 (East 151<sup>st</sup> Street South) and Kimberly Clark Place, and future authorization for the City to enter into and the Mayor to execute a Project Agreement for the installation of aforementioned signal between the City of Bixby and the Oklahoma Department of Transportation (ODOT). Resolution 2026-5

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

Item presented by: Dylan Warner, Public Works Director

Discussion ensued about a change to the wording on this item; it should read traffic signal lights, not vehicle warning signals. This is being done as a safety precaution, due to large trucks entering and exiting Highway 67. Also, for a possible extension in the future.

Mayor Girard asks for a motion to approve item 5. Councilor Payne made a motion to approve with the language being changed from vehicle warning signal to traffic signal light, seconded by Councilor David.

The vote was taken with the following results:

Carried: 4-0

Ayes: Payne, David, Schultz, Girard

Nays: 0

Recessed to Bixby Public Works Authority at 6:17 pm.

Returned to the Regular Agenda at 6:18 pm.

- 6) Motion to enter into Executive Session and take any necessary action in open session on the following items:
- a. Confidential communications and discussions among the City Council and its attorney concerning the following pending litigation pursuant to Oklahoma Open Meeting Act, Title 25 Oklahoma Statutes, Section 307 (B)(4) : Hoey Construction v. City of Bixby, Tulsa County Case No. CJ-2019-3778.*

Mayor Girard asks for a motion to enter into Executive Session. Vice Mayor Schultz made a motion to enter into executive session, seconded by Councilor Payne.

The vote was taken with the following results:

Carried: 4-0

Ayes: Schultz, Payne, David, Girard

Nays: 0

Entered Executive Session at 6:18 pm.

Going into the Executive Session are Mayor Girard, Vice Mayor Schultz, Councilor Payne, Councilor David, JT Hammons, City Attorney, Joey Weidel, City Manager, Kim Coody, Interim Assistant City Manager, Dylan Warner, Public Works Director and Thomas Leblanc, Attorney.

Mayor Girard, Vice Mayor Schultz, Councilor Payne, Councilor David, Joey Weidel, City Manager, Kim Coody, Interim Assistant City Manager, Dylan Warner, Public Works Director and Thomas Leblanc, Attorney exited the Executive Session at 6:51 pm.

JT Hammon did not exit until 6:57 pm.

7) Motion to Exit Executive Session.

Mayor Girard said no action was taken in the Executive Session.

Mayor Girard asks for a motion to exit the Executive Session. Vice Mayor Schultz made a motion to exit the Executive Session, seconded by Councilor Payne.

The vote was taken with the following results:

Carried: 4-0

Ayes: Schultz, Payne, David, Girard

Nays: 0

8) Consider and take any necessary action resulting from the discussion among the City Council and its attorney pertaining to pending investigation, claims and litigation pertaining to Hoey Construction Company v. City of Bixby, Tulsa County District Court Case No. CJ-2019-3778.

No action taken.

9) City Manager's Report

Joey Wiedel gave the City Manager's report.

City Government

1. Storm Response

- o On Friday evening, the City activated the Emergency Operations Center (EOC) to support coordination and communication among city departments and public safety partners during developing severe weather conditions.
- o The activation enabled departments to work closely together, maintain situational awareness, and coordinate responses to multiple incidents, including two structure fires and areas of roadway flooding.

Fire Department:

1. Storm Response

- During Friday night's storms, Bixby Fire Department crews responded to a pair of residential fires believed to have been caused by lightning strikes.
- C-Shift personnel acted quickly to contain the fires and prevent their spread.
- One firefighter sustained minor injuries during the response and is expected to be okay.

2. Recruitment Event

- BFD will host a recruiting event.

6:00 p.m. on March 24 at Fire Station 1

- The event will give prospective candidates an opportunity to:
  1. Practice the Physical Ability Test (PAT)
  2. Meet department members, and;
  3. Learn more about career opportunities with the Bixby Fire Department.

Police Department:

1. February Police Statistics

1. BPD officers made 903 stops in February, resulting in 283 tickets and 620 warnings.
2. Of these
  - 612 of these stops were made on our two most heavily traveled roadways (Memorial & 151<sup>st</sup> St).
  - 10 included citations for going over 30mph or more over the posted speed limit.
  - The highest speed of the month was 138 mph on 151<sup>st</sup> Street.

2. Training

- Quarterly Firearms Training: BPD completed quarterly firearms training in February and recertified all officers in CPR and *Stop the Bleed* emergency wound care.
- Regional Organized Crime Briefing: Chief Blish is attending a Regional Organized Crime Information Center briefing in Nashville for updates and training on gang and narcotics cases.
- Travel and attendance are sponsored by the U.S. Department of Justice.
- Advanced Sexual Assault Investigations School: Four BPD officers are attending a two-week advanced sexual assault investigators training in Broken Arrow to strengthen response to sexual assault cases.

Reminders

1. St. Pattys Day Street Party

- The Bixby Chamber is hosting the annual St. Patrick's Day Street Party this Saturday from 2:00pm – 5:00pm
- Live music will be there along with local food and family fun!

10) Adjournment

Adjournment was called at 7:01 pm.

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Mayor

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City Clerk



**Record of Bids**

**City of Bixby, Oklahoma**

**\$9,300,000**

**General Obligation Bonds, Series 2026A**

**Dated:** April 1, 2026  
**First Coupon:** April 1, 2027  
**Sale Date:** March 9, 2026; 11:00 A.M.  
**Rating:** S&P AA+  
**BQ:** No  
**LO:** Hilborne & Weidman, PC  
**PA:** BOKF, National Association, Tulsa, Oklahoma

		<b>BIDDER</b>			
<b>Maturity April 1</b>	<b>Principal</b>	<b>TD Financial Products LLC</b>	<b>Robert W. Baird &amp; Co., Inc.</b>	<b>Jefferies LLC</b>	<b>Huntington Securities, Inc.</b>
2028	2,325,000	4.000%	4.000%	3.000%	2.000%
2029	2,325,000	4.000%	4.000%	3.500%	4.000%
2030	2,325,000	3.000%	4.000%	4.000%	4.000%
2031	2,325,000	4.000%	3.000%	4.000%	5.000%
<b>Total</b>	<b>9,300,000</b>				
Gross Interest Cost		1,209,000.00	1,185,750.00	1,220,625.00	1,325,250.00
Less Premium, if any		(358,236.00)	(308,457.75)	(292,933.54)	(320,323.15)
Net Interest Cost		850,764.00	877,292.25	927,691.46	1,004,926.85
<b>True Interest Cost (TIC)</b>		<b>2.545474%</b>	<b>2.638046%</b>	<b>2.782466%</b>	<b>3.000001%</b>

City of Bixby, Oklahoma  
 \$9,300,000 General Obligation Bonds, Series 2026A  
 Bid TIC Verification

Non-BQ  
 Ratings:  
 S&P AA+

Dated: 4/1/2026

Payment Date	Principal Payment	TD Financial Products LLC			
		Interest Rate	Interest Payment	Total Payment	TIC Target (PV) Calculation
04/01/2027			348,750.00	348,750.00	340,039.31
10/01/2027			174,375.00	174,375.00	167,882.94
04/01/2028	2,325,000.00	4.000%	174,375.00	2,499,375.00	2,376,080.94
10/01/2028			127,875.00	127,875.00	120,039.15
04/01/2029	2,325,000.00	4.000%	127,875.00	2,452,875.00	2,273,631.77
10/01/2029			81,375.00	81,375.00	74,480.60
04/01/2030	2,325,000.00	3.000%	81,375.00	2,406,375.00	2,174,818.02
10/01/2030			46,500.00	46,500.00	41,497.32
04/01/2031	2,325,000.00	4.000%	46,500.00	2,371,500.00	2,089,765.95
<b>Total Par</b>	<b>9,300,000.00</b>		<b>1,209,000.00</b>	<b>10,509,000.00</b>	<b>9,658,236.00</b>
<b>Less Premium</b>	<b>358,236.00</b>				
<b>Total Net Int Cost</b>			<b>850,764.00</b>		
<b>TIC Target</b>			<b>9,658,236.00</b>		
<b>TIC (True Interest Cost)</b>			<b>2.545474%</b>		
<b>NIC (Net Interest Cost)</b>			<b>2.613714%</b>		

City of Bixby, Oklahoma  
 \$9,300,000 General Obligation Bonds, Series 2026A  
 Bid TIC Verification

Non-BQ  
 Ratings:  
 S&P AA+

Dated: 4/1/2026

Robert W. Baird & Co., Inc.					
Payment Date	Principal Payment	Interest Rate	Interest Payment	Total Payment	TIC Target (PV) Calculation
04/01/2027			348,750.00	348,750.00	339,728.69
10/01/2027			174,375.00	174,375.00	167,652.97
04/01/2028	2,325,000.00	4.000%	174,375.00	2,499,375.00	2,371,742.01
10/01/2028			127,875.00	127,875.00	119,765.21
04/01/2029	2,325,000.00	4.000%	127,875.00	2,452,875.00	2,267,406.85
10/01/2029			81,375.00	81,375.00	74,242.75
04/01/2030	2,325,000.00	4.000%	81,375.00	2,406,375.00	2,166,882.47
10/01/2030			34,875.00	34,875.00	30,995.26
04/01/2031	2,325,000.00	3.000%	34,875.00	2,359,875.00	2,070,041.54
<b>Total Par</b>	<b>9,300,000.00</b>		<b>1,185,750.00</b>	<b>10,485,750.00</b>	<b>9,608,457.75</b>
<b>Less Premium</b>	<b>308,457.75</b>				
<b>Total Net Int Cost</b>			<b>877,292.25</b>		
<b>TIC Target</b>			<b>9,608,457.75</b>		
<b>TIC (True Interest Cost)</b>			<b>2.638046%</b>		
<b>NIC (Net Interest Cost)</b>			<b>2.695214%</b>		

City of Bixby, Oklahoma  
 \$9,300,000 General Obligation Bonds, Series 2026A  
 Bid TIC Verification

Non-BQ  
 Ratings:  
 S&P AA+

Dated: 4/1/2026

Payment Date	Principal Payment	Jefferies LLC		Total Payment	TIC Target (PV) Calculation
		Interest Rate	Interest Payment		
04/01/2027			337,125.00	337,125.00	327,936.80
10/01/2027			168,562.50	168,562.50	161,718.52
04/01/2028	2,325,000.00	3.000%	168,562.50	2,493,562.50	2,359,492.72
10/01/2028			133,687.50	133,687.50	124,763.85
04/01/2029	2,325,000.00	3.500%	133,687.50	2,458,687.50	2,263,085.22
10/01/2029			93,000.00	93,000.00	84,426.76
04/01/2030	2,325,000.00	4.000%	93,000.00	2,418,000.00	2,164,975.88
10/01/2030			46,500.00	46,500.00	41,062.87
04/01/2031	2,325,000.00	4.000%	46,500.00	2,371,500.00	2,065,470.93
<b>Total Par</b>	<b>9,300,000.00</b>		<b>1,220,625.00</b>	<b>10,520,625.00</b>	<b>9,592,933.54</b>
<b>Less Premium</b>	<b>292,933.54</b>				
<b>Total Net Int Cost</b>			<b>927,691.46</b>		
<b>TIC Target</b>			<b>9,592,933.54</b>		
<b>TIC (True Interest Cost)</b>			<b>2.782466%</b>		
<b>NIC (Net Interest Cost)</b>			<b>2.850051%</b>		

City of Bixby, Oklahoma  
 \$9,300,000 General Obligation Bonds, Series 2026A  
 Bid TIC Verification

Non-BQ  
 Ratings:  
 S&P AA+

Dated: 4/1/2026

Payment Date	Principal Payment	Huntington Securities, Inc.			TIC Target (PV) Calculation
		Interest Rate	Interest Payment	Total Payment	
04/01/2027			348,750.00	348,750.00	338,518.28
10/01/2027			174,375.00	174,375.00	166,757.77
04/01/2028	2,325,000.00	2.000%	174,375.00	2,499,375.00	2,354,871.68
10/01/2028			151,125.00	151,125.00	140,283.34
04/01/2029	2,325,000.00	4.000%	151,125.00	2,476,125.00	2,264,520.74
10/01/2029			104,625.00	104,625.00	94,269.93
04/01/2030	2,325,000.00	4.000%	104,625.00	2,429,625.00	2,156,805.08
10/01/2030			58,125.00	58,125.00	50,835.67
04/01/2031	2,325,000.00	5.000%	58,125.00	2,383,125.00	2,053,460.65
<b>Total Par</b>	<b>9,300,000.00</b>		<b>1,325,250.00</b>	<b>10,625,250.00</b>	<b>9,620,323.15</b>
<b>Less Premium</b>	<b>320,323.15</b>				
<b>Total Net Int Cost</b>			<b>1,004,926.85</b>		
<b>TIC Target</b>			<b>9,620,323.15</b>		
<b>TIC (True Interest Cost)</b>			<b>3.000001%</b>		
<b>NIC (Net Interest Cost)</b>			<b>3.087333%</b>		



## CONSENT AGENDA ITEM COMMENTARY

ITEM TITLE: Discuss and/or approve accepting infrastructure for Pecan Ridge Estates Subdivision.

INITIATOR: Bea Aamodt

STAFF INFORMATION SOURCE: Gwen Plante

BACKGROUND: All the requirements have been met by the Pecan Ridge Estates Development team, to have the infrastructure accepted by the City. The infrastructure listed below is to be accepted for City maintenance.

**Date:** 04/14/2025

**Owner:** Posey Creek 151, LLC

**Location** – 14700 Block of South Harvard Ave

**Final Inspection** – 03/03/2025

**Public infrastructure:**

Sanitary Sewer –

1. 354 LF 18" SDR 26
2. 3,295 LF 10" SDR 26
3. 4,511 LF 8" SDR 26

Storm Sewer –

1. 464 LF 15" RCP
2. 363 LF 15" HP
3. 97 LF 18" RCP
4. 788 LF 18" HP
5. 566 LF 24" RCP
6. 734 LF 24" HP
7. 394 LF 30" RCP
8. 560 LF 30" HP
9. 81 LF 36" RCP
10. 321 LF 4'x2' Precast RCB, ASTM C1433
11. 87 LF 38"x60" HEP, ASTM C507-20

Streets – All streets and appurtenances

EXHIBITS: None

KEY ISSUE: Public infrastructure.

COUNCIL ACTION: Accept infrastructure.

RECOMMENDATION: Accept infrastructure.

ITEM NO: \_\_\_\_\_

MEETING DATE: 04/14/2025  
MEETING: City Council

## SETTLEMENT AGREEMENT

**THIS SETTLEMENT AGREEMENT** is entered into on the \_\_\_\_ day of March 2026, by and between Hoey Construction Co. (“Hoey”) and The City of Bixby, Oklahoma (“Bixby”).

### **WITNESSETH:**

**WHEREAS**, on January 14, 2019, Hoey and Bixby entered into a public construction contract (the “Contract”) relating to the Dawes and City Hall Renovation (the “Project”).

**WHEREAS**, on September 26, 2019, Hoey filed a lawsuit in Tulsa County Case No. CJ-2019-3778 (the “Litigation”) against Bixby for breach of the Contract (“Hoey’s Claims”).

**WHEREAS**, on October 10, 2019, Bixby filed a counterclaim against Hoey in the Litigation for breach of the Contract (“Bixby’s Claims”).

**WHEREAS**, the parties wish to resolve any and all claims relating to the Contract, the Project, and the Litigation, including but not limited to: Hoey’s Claims and Bixby’s Claims on terms mutually agreeable to the parties;

**NOW, THEREFORE**, in consideration of the foregoing and the following mutual covenants, the parties agree:

**1. Payment to Hoey:** On or before April 1., 2026, Bixby shall pay Hoey Seven Hundred Fifty Thousand Dollars (\$750,000.00) (the “Settlement Payment”). The Settlement Payment check shall be made payable to “Hoey Construction Co.” and delivered to its counsel. Within two (2) days of receipt of the Settlement Payment, Hoey shall file a dismissal with prejudice of Hoey’s Claims in the Litigation.

**2. Attorney’s Fees, Costs, and Appeals:** Hoey and Bixby agree that each party is responsible for the payment of its own attorney’s fees, court costs, and expenses incurred in the Litigation, and the parties hereby release each other from any claims with respect to said attorney’s fees, court costs, and expenses. Hoey and Bixby further agree to not file any appeal of any prior ruling made in the Litigation.

**3. Release by Hoey:** Upon receipt of the Settlement Payment, Hoey releases, waives, forgives, and discharges forever Bixby, together with its agents, officers, managers, employees, representatives, and insurers, from and against all claims, liabilities, causes of action, obligations, costs, attorney’s fees, losses, damages, injuries, or other legal responsibilities, in any form whatsoever, whether sounding in tort or in contract, whether at law or in equity, which Hoey now owns, holds or has incurred, or has at any time heretofore owned, held, or incurred by reason of any matter or thing arising from any cause related to the Contract, the Project, Hoey’s Claims, Bixby’s Claims, and/or the Litigation. Hoey warrants that it is the sole owner of any such claims and has not assigned any such claims to any third party. Further, Hoey warrants that any claims and obligations incurred by Hoey in connection with the performance of the Project remain the obligation of Hoey. This release shall not create any benefit, right, or claim by any third party not

a party to this Settlement Agreement. This release does not apply to a breach of this Settlement Agreement.

4. **Indemnification:** Hoey shall reimburse, indemnify, and hold harmless Bixby, including its officers, agents, employees, representatives, insurers, and attorneys (including, without limitation, Best & Sharp) (collectively, the “Bixby Indemnitees”), from and against any and all claims, demands, causes of action, liabilities, judgments, awards, penalties, fines, liens, attorney’s liens, costs, and expenses (including all attorneys’ fees and costs, whether incurred before suit, at trial, or on appeal) arising out of or relating to any alleged unpaid or unsatisfied claim, obligation, or indebtedness incurred by Hoey or any of its subcontractors, suppliers, vendors, laborers, consultants, insurers, or any governmental entity or organization (including, without limitation, the IRS) in connection with the Contract or the Project, including any amounts such persons or entities may seek or recover from any Bixby Indemnitee by way of lien, subrogation, contract, statute, or otherwise.

5. **Release by Bixby:** Upon execution of this Agreement, Bixby releases, waives, forgives, and discharges forever Hoey, together with its agents, officers, owners, shareholders, managers, employees, principals, representatives, vendors, subcontractors, sureties, and insurers, from and against all claims, liabilities, causes of action, obligations, costs, attorney’s fees, losses, damages, injuries, or other legal responsibilities, in any form whatsoever, whether sounding in tort or in contract, whether at law or in equity, which Bixby now owns, holds or has incurred, or has at any time heretofore owned, held, or incurred by reason of any matter or thing arising from any cause related to the Contract, the Project, Hoey’s Claims, Bixby’s Claims, and/or the Litigation. Bixby warrants that it is the sole owner of any such claims and has not assigned any such claims to any third party. This release shall not create any benefit, right, or claim by any third party not a party to this Settlement Agreement. This release does not apply to a breach of this Settlement Agreement.

6. **Attorney’s Fees and Costs:** In the event an action is commenced to enforce the terms of this Settlement Agreement, the prevailing party shall be entitled to recover all of its attorney fees and costs of such action.

7. **Entire Agreement:** This Settlement Agreement constitutes the entirety of the agreement between the parties regarding settlement and can only be modified if done so in writing and if signed and dated by both parties. There are no representations or warranties between the parties other than as contained herein.

8. **Interpretation and Drafting Presumptions:** This Settlement Agreement shall be construed without regard to any presumption or other rule requiring construction against the party causing the agreement to be drafted.

9. **Counterparts and Electronic Signatures:** This Settlement Agreement may be executed in any number of counterparts and such counterparts may, at the option of the executing party, be delivered by facsimile or by email, each of which shall be deemed to be an original and all of which shall constitute one and the same document. An electronic signature shall be considered an original signature.

**Hoey Construction Co.**

\_\_\_\_\_  
By: Michael Hoey, officer

\_\_\_\_\_  
Dated

**The City of Bixby, Oklahoma**

\_\_\_\_\_  
Name:  
Title:

\_\_\_\_\_  
Dated

# Consent Agenda Item Commentary

## Item Title

Consider and/or approve the purchase of a Draxxon DX-1000 Unmanned Aerial Vehicle (UAV) Mobile Command Unit from Unmanned Vehicle Technologies, in the amount of \$396,887.20, under Sourcewell contract pricing.

## Initiator

Bryan Toney

## Staff Information Source

Bryan Toney

## Background

The Emergency Management Office is seeking to enhance its emergency response and operational capabilities through the purchase of a Draxxon DX-1000 Unmanned Aerial Vehicle Mobile Command Vehicle from Unmanned Vehicle Technologies. This specialized mobile command platform will allow the Emergency Management UAV Team to support a wide range of critical public safety functions, including search and rescue operations, wildfire monitoring and response, disaster response and recovery efforts, hazard mitigation activities, and planned special events. Additionally, the system will assist in leveraging advanced mapping capabilities through integration with ArcGIS, enabling more accurate geospatial analysis, real-time data visualization, and improved decision-making during incidents. The integration of advanced unmanned aerial systems within a mobile command environment will significantly improve situational awareness, real-time data collection, and interagency coordination during complex incidents. This investment aligns with the Emergency Management Office's commitment to leveraging innovative technology to protect life, property, and infrastructure while enhancing preparedness for both natural and man-made emergencies.

## Exhibits

1. BEM031626 DX-1000 Proposal.1
2. UVT Draxxon DX-100 Quotation - SO228712

## Key Issue

Purchase of UAV Command Vehicle

## Council Action

Approval or Denial

## Recommendation

Approval

**Item No:** 5.

**Meeting Date**

March 23, 2026

**Meeting**

20260323 City Council Agenda



# PROPOSAL

## DX-1000



**A COMPLETE MOBILE COMMAND CENTER SOLUTION FOR ANY OPERATION**

## SPECIALTY VEHICLE SOLUTIONS

1103 WEST RANDOLPH STREET  
MCLEANSBORO, ILLINOIS 62859  
314-391-8212



QUOTE #:

BEM031626

DATE:

March 16, 2026

**DRAXXON**

1103 West Randolph Street,  
McLeansboro, IL 62859

Phone: 314-391-8212

**Prepared For:**

Randy O'hanlon  
Field Applications Specialist  
UVT

Phone (844)595-8010

**End User:**

Bryan Toney  
Emergency Management  
& Information Technology Director  
City of Bixby Oklahoma

Phone (918)633-8878

**Territory Rep:**

Neal Jabara  
*Business Development*  
*Federal Division*  
neal@Draxxon.org

Phone (972)523-8277

**Payment Terms**

NET 30

**Valid Through**

May 1, 2026

Here is the quote you requested.

Qty	Description	Manufacturer	Part Number	Unit Price	Ext. Price
-----	-------------	--------------	-------------	------------	------------

**DX-1000 UAS COMMAND CENTER**

**VEHICLE**

Design Based on:

FORD

Ford Transit T-350 Cargo Van, HR, 148  
Wheelbase, EL (Extra Long) V6

Does not include vehicle state, federal, tax, title  
and license fees

**VEHICLE INTERIOR/INSULATION/WALLS/CEILING/FLOOR**

The interior consist of fully insulated floor walls  
and ceiling using Thinsulate and reflective  
insulation materials for increased thermal  
protection and sound deadening. Walls, floor  
and ceiling are lined with sanded plywood.  
Walls & Ceiling are covered with FRP Panel.  
Other low wear surfaces are covered with gray  
polystrand carpet for low glare/sound  
deadening. Floor lined with insulation and is  
covered with non slip Rubber Coin Tread HD  
Floor in Black.

DRAXXON

Qty	Description	Manufacturer	Part Number	Unit Price	Ext. Price
-----	-------------	--------------	-------------	------------	------------

## WORKSTATION CONSOLE

There is a (2) person workstation on the drivers side of the vehicle and extended from the front bulkhead wall to the rear bulkhead wall. Counter surface is covered in White Dry Erase board material . Custom raceways are contained throughout vehicle and to/from roof rack entry points. Each workstation consist of (2) 27" HD Displays for a total of (4) HD Displays. Each station has the DX FLIGHT CONTROL Panel. Aircraft can be connected to exterior flight antennas and controlled from Flight/Command Stations 1 and 2.

DRAXXON

## OPERATOR CHAIRS

(2) Fixed Mount Chairs (sliding and re-centering)

DRAXXON

## WIRELESS INTERNET AND NETWORK EQUIPMENT

1 Sierra Wireless

## DX CONTROL TOWER

1 DX CONTROL TOWER located between FLIGHT/COMMAND STATIONS 1 and the front bulkhead. On the face of the tower is the primary control panel, and access doors for access to connections and wiring to and from the Flight/Command Stations, Wireless Internet/Networking, and the DX POWER ONE SYSTEM (see below). The Control Tower includes a HDMI Matrix that allows user to direct HDMI inputs spread throughout the DX-1000 to the desired displays. Also in the DX-Control Tower is the DX-Tower Cooling System to ensure the components located within operate at optimal temperature.

## DRAXXON DX-POWER-ONE SYSTEM

DX-INVERTER POWER-ONE SYSTEM- Vehicle engine powers all vehicle systems, eliminating the generator. True Sine Wave AC Power supply for operation of sensitive equipment and high load motor startups. The DX Power One System is an inverter/charger system utilizing a lithium battery for backup. The backup power supply will run for an estimated range of 30 minutes to 4 hours depending upon the total amount of power being used.

DRAXXON

DX Power One System Monitoring and Power Management. This primary control panel monitors all on board power systems and is the central control for all other power features inside the command station.

DRAXXON

Qty	Description	Manufacturer	Part Number	Unit Price	Ext. Price
-----	-------------	--------------	-------------	------------	------------

## REAR FLIGHT STATION AREA

The rear flight station includes a DX-FLIGHT CONTROL PANEL.

The rear are of the vehicle is separated from the operators area by a bulkhead wall. That wall is sound and thermal insulated. The rear area contains LED lighting as well as storage for aircraft, accessories and miscellaneous equipment. The rear area also contains a 55" Daylight Viewable Display.

## POWER OUTLETS

INTERIOR: There are 120V AC 15/20 amp outlets with USB power evenly placed throughout the workstation console area. There are USB-A and USB-C Charging ports in each workstation console position. (1) weatherproof duplex 20 AMP GFI AC outlets installed on each side of vehicle for a total of (2).

## EXTERNAL POWER

External "shore" power system - Single input 30 AMP, 120 volt AC system

## INTERIOR LED LIGHTING

12V LED Recessed Lights in Ceiling with switch located in main panel.

12V LED (Night Vision Relief) RED lighting with switch located in main panel.

Rear Area 12V LED Lighting with switch mounted in rear control panel (RED and WHITE)

## HVAC HEAT/AIR

Rear Heat/AC Factory Tie-In System (32,500 BTU)

## ROOF RACK

DX-Level 2 Custom roof rack are built and installed for antenna, lighting and awning support. Level 2 Rack includes mounting capabilities for Passenger Side Awning, Access Ladder and full walkable capabilities.

## EXTERIOR LIGHTING LED

The following lights are installed on the exterior:

(7) LED Flood/Spot Scene lights are mounted on the roof rack. (2) Driver side, (2) Passenger side, (2) Rear, (1) Front controlled by switch on main panel.

Qty	Description	Manufacturer	Part Number	Unit Price	Ext. Price
-----	-------------	--------------	-------------	------------	------------

**ADDITIONAL OPTIONS (INCLUDED IN QUOTED PRICE)**

- 1 Side Power Armless Awning
- 1 DX-Offroad Package The DX Off Road package consists of a 2" Suspension Lift, Spring and Shock upgrades, rear air suspension with cab controls, BF Goodrich T/ KO All terrain 12 ply tires/ Black Rhino upgraded mat black wheels, Aluminum Front one piece replacement bumper with, (4) bumper mounted LED 3" cube flood lights, (1) 20" bull bar LED Flood light, winch mount, DX Specialized interior control panel for all lighting, air ride and other installed equipment controls.
- 1 Integrated PC
- 1 Communication Equipment (Provided by Customer)
- 1 Passenger Swivel Captain Chair
- 1 Whelen- Red/Blue Emergency Light package
- 1 10K lbs Winch w/ Synthetic Rope
- 1 Starlink High Performance Flat
- 1 15' Will-Burt Inflexion Mast
- 1 30X Zoom PTZ Camera

**SAFETY**

Draxxon equipment and installation procedure are designed to work in conjunction with all OEM Safety Systems. DRAXXON

ADDITIONAL SAFETY FEATURES  
Auto Carbon monoxide detector/alarm in operations area.

**MANUALS AND DOCUMENTATION**

OEM manuals and individual OEM component manuals are included as provided by the OEM manufacturers

All equipment listed in this proposal is designed and installed by DRAXXON including all equipment provided by the customers. DRAXXON is responsible for miscellaneous hardware and consumable accessories. All electrical components, connectors, cables, and installation process are compliant and meet or exceed industry standards.

Draxxon provides and installs all necessary equipment as listed in the proposal as well as equipment provided by the customer. Draxxon reserves the right to upgrade individual components that meet or exceed the specifications of components set forth in this proposal if it is necessary to maintain the highest level of fit and functionality of the overall completed product.

This price does not include any shipping cost, sales tax, licensing, title, or export fees of any kind and is FOB Manufacturers facility. This does include one full day of training on the vehicle and all its systems.

Any attached concept drawings are only for concept illustration purposes and are not considered mechanical or construction drawings in any way and may not represent the actual equipment to be used on the project. Always refer to the quote sheet and final approved drawings for the exact equipment that will be used.

<b>SubTotal</b>	<b>\$417,776.00</b>
<b>TOTAL</b>	<b>\$417,776.00</b>



**Invoicing Address:**

Bixby, OK Emergency Management  
 111 North Cabaniss Avenue  
 Bixby OK 74008  
 United States

☎ +1 918-366-0417

**Shipping Address:**

Bixby, OK Emergency Management, Bryan Toney  
 111 North Cabaniss Avenue  
 Bixby OK 74008  
 United States

☎ +1 918-633-8878

Bixby, OK Emergency Management, Bryan Toney  
 111 North Cabaniss Avenue  
 Bixby OK 74008  
 United States

## Quotation # S0228712

**Quotation Date:**

03/13/2026

**Expiration:**

06/11/2026

**Salesperson:**

Randy O'Hanlon

DESCRIPTION	QUANTITY	UNIT PRICE	DISC.%	TAXES	AMOUNT
<p>[198-101-1001] Draxxon Custom UAS Command Trailer</p> <p>The Draxxon Custom UAS Command Trailer is a fully integrated, mobile command center designed to support mission-critical operations. Built to your exact specifications, this advanced solution enables agencies and organizations to seamlessly combine UAS (Unmanned Aerial System) flight operations with existing command and control infrastructure, creating a centralized hub for real-time decision-making.</p> <p>Engineered for versatility and performance, this multi-role command trailer is ideal for public safety, emergency response, disaster recovery, and tactical operations. Whether you're monitoring live drone feeds, coordinating personnel, or streaming intelligence back to HQ, the Draxxon Command Trailer delivers a new level of situational awareness across any mission.</p> <ul style="list-style-type: none"> <li>- Available in multiple trailer length options</li> <li>- Built-to-order with custom layouts and technology integrations</li> <li>- Designed for on-scene mobility, flexibility, and operational control</li> </ul>	1.000 Units	417,776.00	5.00	0%	\$ 396,887.20

Thank you for choosing UVT!



[SRV-111] Sourcewell Contract - 011223-UNM	1.000 Units	0.00	0.00	0%	\$ 0.00
[SRV-115] Oklahoma Participating Addendum# OKSW1060 Contract# 0008089 via Sourcewell Please see the Oklahoma Participating Addendum OKSW1060 document for more details.	1.000 Units	0.00	0.00	0%	\$ 0.00

<b>Untaxed Amount</b>	\$ 396,887.20
Taxes	\$ 0.00
<b>Total</b>	<b>\$ 396,887.20</b>

The completion of this transaction via payment, Purchase Order, or electronic signature indicates your acceptance of our Terms & Conditions, available online at [www.uvt.us/terms](http://www.uvt.us/terms).

The contents of this document are confidential and proprietary and are intended only for the recipient specified herein. It is strictly forbidden to share the contents of this document with any third party, without receiving the prior written consent of UVT.

Payment terms: Net 30

Thank you for choosing UVT!

**RESOLUTION NO. 2026-9**

**A RESOLUTION OF THE CITY OF BIXBY, OKLAHOMA, SUPPORTING LOCAL FARMERS MARKETS AND COMMUNITY FOOD ASSISTANCE PROGRAMS, INCLUDING THE BIXBY OUTREACH CENTER, IN ORDER TO PROMOTE ACCESS TO HEALTHY FOODS, STRENGTHEN THE LOCAL AGRICULTURAL ECONOMY, AND SUPPORT FOOD SECURITY FOR RESIDENTS; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Bixby recognizes the importance of access to fresh, nutritious foods as a key component of community health and well-being; and

**WHEREAS**, local farmers markets provide residents with opportunities to purchase fresh fruits, vegetables, and other locally produced foods while supporting area farmers, small businesses, and the regional agricultural economy; and

**WHEREAS**, farmers markets encourage healthy eating, community engagement, and economic development by connecting local producers directly with consumers; and

**WHEREAS**, food insecurity remains a challenge for many individuals and families within the community, and local food assistance organizations play a critical role in addressing these needs; and

**WHEREAS**, the Bixby Outreach Center operates a food pantry and provides vital services that assist residents facing food insecurity by distributing groceries and other essential resources; and

**WHEREAS**, collaboration between local government, community organizations, and local food producers can strengthen efforts to increase access to healthy foods and support residents in need; and

**WHEREAS**, the City of Bixby desires to encourage and support initiatives that promote healthy food access, strengthen the local food system, and enhance the quality of life for residents.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BIXBY, OKLAHOMA:**

**SECTION 1.** The City Council hereby expresses its support for local farmers markets as an important resource that promotes healthy eating, supports local agriculture, and contributes to the economic vitality of the community.

**SECTION 2.** The City Council recognizes and supports the work of the Bixby Outreach Center and other local organizations that provide food assistance to residents in need.

**SECTION 3.** The city encourages partnerships among community organizations, local farmers, volunteers, and residents to expand access to fresh and nutritious foods within the community.

**SECTION 4.** The City of Bixby will continue to explore opportunities to support programs, initiatives, and partnerships that strengthen the local food system and promote food security for all residents.

**SECTION 5.** This resolution shall take effect immediately upon its adoption.

**PASSED AND APPROVED** by the City Council of the **City of Bixby**, Oklahoma, this \_\_\_\_ day of \_\_\_\_\_, 2026.

**CITY OF BIXBY, OKLAHOMA  
A Municipal Corporation**

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**Mayor**

**ATTEST:**

---

**City Clerk**

**RESOLUTION NO. 2026-10**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BIXBY, OKLAHOMA, SUPPORTING ACTIVE LIVING THROUGH PARK DEVELOPMENT, TRAIL CONNECTIVITY, AND COMMUNITY RECREATION; RECOGNIZING THE ROLE OF PARKS, TRAILS, AND YOUTH SPORTS PROGRAMMING IN PROMOTING COMMUNITY HEALTH AND WELLNESS; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, The City of Bixby is committed to enhancing the quality of life for residents by supporting environments that encourage physical activity, recreation, and healthy lifestyles; and

**WHEREAS**, access to safe and accessible parks, trails, and recreational facilities supports physical health, mental well-being, and community engagement for residents of all ages and abilities; and

**WHEREAS**, the City of Bixby has intentionally developed a community landscape that supports active living through strategic park development, trail connectivity, and youth sports programming; and

**WHEREAS**, residents and visitors have access to scenic hiking opportunities at Lake Bixhoma, which promote walking, nature exploration, and outdoor recreation in a natural environment that supports both physical and mental wellness; and

**WHEREAS**, miles of walking and jogging trails within Bentley Park Sports Complex and Washington Irving Park provide safe and well-maintained spaces for daily physical activity and family recreation; and

**WHEREAS**, these local trail systems connect to the regional trail network along the Arkansas River, expanding opportunities for walking, biking, and long-distance recreation while supporting active transportation options; and

**WHEREAS**, Bentley Park Sports Complex serves as a central hub for youth recreation and organized athletics, supporting year-round participation in sports such as softball, baseball, soccer, lacrosse, and rugby; and

**WHEREAS**, youth sports programs and recreational opportunities increase regular physical activity among residents, strengthen community connections, and encourage lifelong healthy habits; and

**WHEREAS**, the continued development and maintenance of parks, trails, and recreational amenities reflects the City’s commitment to creating an environment where active living is accessible and encouraged.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BIXBY, OKLAHOMA:**

**SECTION 1.** The City Council of the **City of Bixby** affirms its commitment to promoting active living by supporting parks, trails, recreational amenities, and youth sports programming throughout the community.

**SECTION 2.** The City encourages residents to utilize community recreational assets including walking and biking trails, athletic fields, parks, and outdoor recreation areas to increase physical activity and improve overall health and wellness.

**SECTION 3.** The City supports the continued maintenance and expansion of trail connectivity, park amenities, and recreational infrastructure that provide accessible opportunities for walking, hiking, biking, and organized sports.

**SECTION 4.** The City will continue to support partnerships, planning efforts, and community initiatives that enhance access to active recreation and promote a culture of health and wellness throughout the community.

**SECTION 5.** This Resolution shall take effect immediately upon its adoption.

**PASSED AND APPROVED** by the City Council of the **City of Bixby**, Oklahoma, this \_\_\_\_ day of \_\_\_\_\_, 2026.

**CITY OF BIXBY, OKLAHOMA  
A Municipal Corporation**

\_\_\_\_\_  
**Mayor**

**ATTEST:**

\_\_\_\_\_  
**City Clerk**

# Consent Agenda Item Commentary

## Item Title

Consideration and possible approval of Resolution No. 2026-11, a Resolution of the City of Bixby, Oklahoma, supporting the installation of a traffic signal at the intersection of State Highway 67 (East 151st Street South) and future Oaktrust Drive, and authorizing the City to enter into a Project Agreement with the Oklahoma Department of Transportation (ODOT) for the installation of the signal, and authorizing the Mayor to execute the agreement.

## Initiator

Nathan Radach

## Staff Information Source

Nathan Radach

## Background

Discussion, consideration and possible vot for approval of a Resolution of the City of Bixby, Oklahoma supporting the installation of a traffic signal light at the intersection of State Highway 67 (East 151st Street South) and future Oaktrust Drive, and future authorization for the City to enter into and the Mayor to execute a Project Agreement for the installation of aforementioned signal between the City of Bixby and the Oklahoma Department of Transportation (ODOT). Resolution 2026-xx

## Exhibits

1. Resolution Traffic Light Oaktrust Drive-151st Resolution 2026-xx
2. 2025.12.18 65% SPARTAN CREEK ROADS COVER

## Key Issue

Traffic, Safety, Economic Development

## Council Action

Approve or Deny

## Recommendation

Approve

## Item No: 8.

## Meeting Date

March 23, 2026

**Meeting**

20260323 City Council Agenda

**Resolution Number: 2026-11**

**A Resolution of the City of Bixby, Oklahoma supporting the installation of a traffic signal light at the intersection of State Highway 67 (East 151<sup>st</sup> Street South) and future Oaktrust Drive, and authorizing the City to enter into and the Mayor to execute a Project Agreement for the installation of aforementioned signal between the City of Bixby and the Oklahoma Department of Transportation (ODOT).**

**WHEREAS**, the City of Bixby (“City”) has entered into an Economic Development Agreement for a proposed large retail development with SE Development LLC, Oaktrust Development LLC, and Steven S. Easley (“company”), including the proposed County Road, Oaktrust Drive as per the attached proposed site plan.

**WHEREAS**, the City believes that its interests and the health and safety of City residents would be served if the City supported and approved the traffic signal light.

**WHEREAS**, it is deemed in the best interest of City to support the installation of a traffic signal light at the aforementioned intersection to account for current and proposed heavy commercial traffic and future street development in the region.

**NOW, THEREFORE, BE IT RESOLVED** by the City council of the City of Bixby, Oklahoma, that the City of Bixby fully supports the installation of a traffic signal light at the intersection of State Highway 67 (East 151<sup>st</sup> Street South) and future road, named Oaktrust Drive,

**AND BE IT FURTHER RESOLVED** that the City is authorized to enter into and the Mayor to execute a Project Agreement for the installation of aforementioned signal between the City of Bixby and the Oklahoma Department of Transportation once approved by ODOT.

**AND BE IT FURTHER RESOLVED** that this Resolution shall take effect and be in force from and after its passage, as proved by law.

SIGNATURES ON FOLLOWING PAGE

**ADOPTED** by the City Council of the City of Bixby, Oklahoma, on this 23rd day of March, 2026.

**SIGNED** by the Mayor of the City of Bixby, Oklahoma, on the 23rd day of March, 2026.

OKLAHOMA

THE CITY OF BIXBY,

---

Brad Girard, Mayor

ATTEST: [SEAL]

---

Shannon Duran, City Clerk

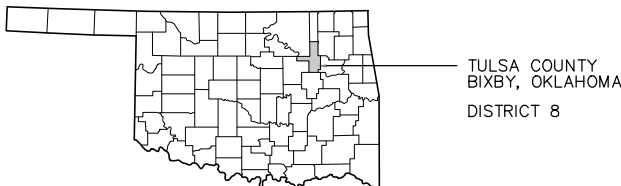
Approved as to form this 23rd day of March, 2026

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City Attorney

**SURVEY DATA**  
 BEARINGS ARE BASED UPON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM (3501 OK N.), NORTH AMERICAN DATUM 1983 (NAD83)

**LOCATION MAP**



STATE OF OKLAHOMA  
 DEPARTMENT OF TRANSPORTATION

PLAN FOR THE PROPOSED  
 COUNTY ROAD  
 OAKTRUST DRIVE

TULSA COUNTY, CITY OF BIXBY

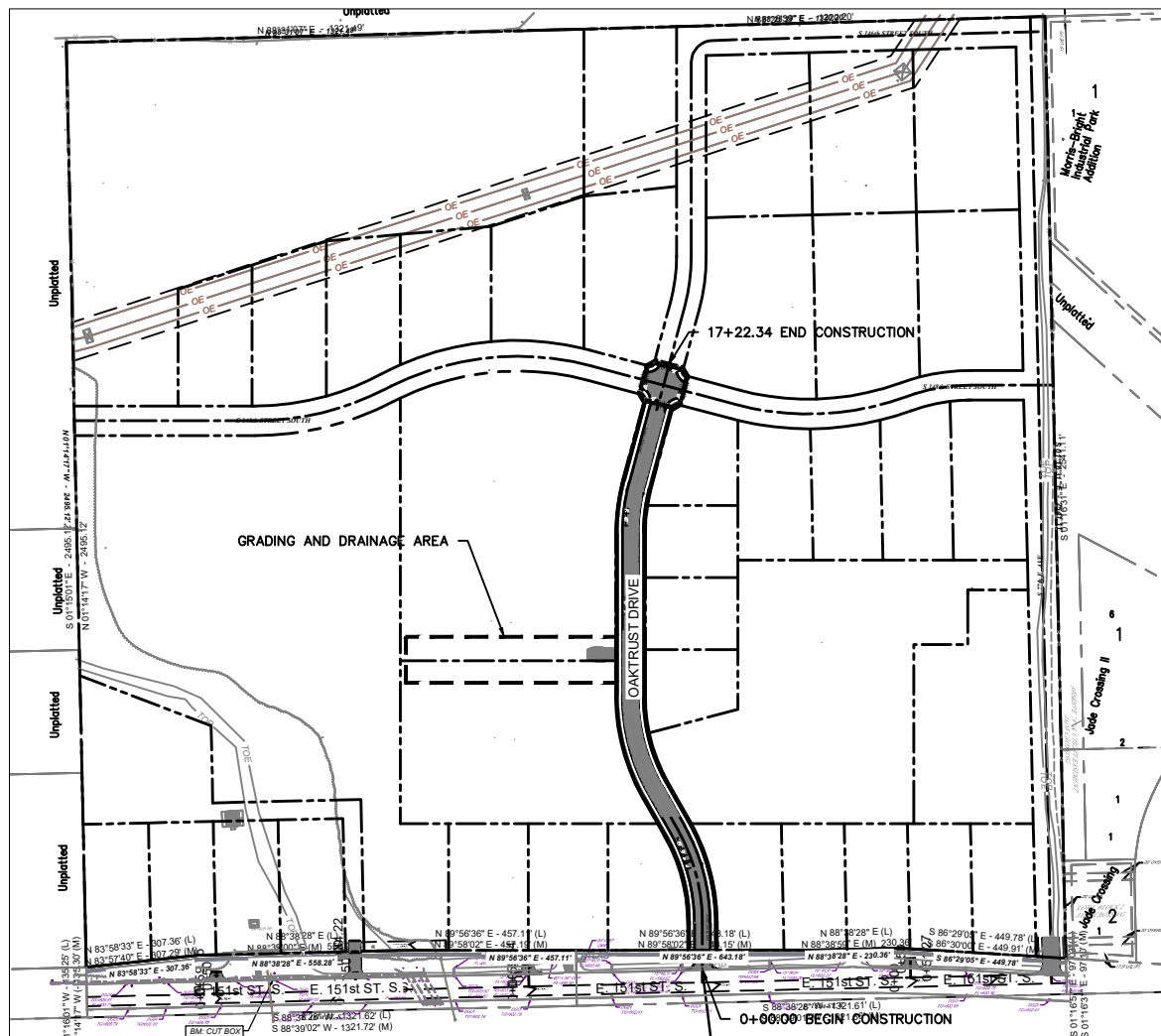
SECTION 14, TOWNSHIP 17 N, RANGE 13 E  
 LATITUDE 35.947355, LONGITUDE -95.898444  
 35° 56' 50.48" N 95° 53' 54.40" W

DESCRIPTION	REVISIONS	
	DATE	

Sheet List Table	
Sheet Title	Sheet Description
0001	TITLE SHEET
0002	TYPICAL SECTION & DETAILS
AR01	SUMMARY OF PAY QUANTITIES AND NOTES (ROADWAY)
AT01	SUMMARY OF PAY QUANTITIES AND NOTES (TRAFFIC)
R001	STORM WATER MANAGEMENT PLAN
R002	EROSION CONTROL PLAN 1
R003	EROSION CONTROL PLAN 2
R004	EROSION CONTROL DETAILS
R007	OVERALL SITE PLAN
R008	ROAD PLAN & PROFILE 1
R009	ROAD PLAN & PROFILE 2
R010	ROAD PLAN & PROFILE 3
R011	ROAD PLAN & PROFILE 4
R012	OVERALL GRADING PLAN
R013	ENLARGED GRADING PLAN
R014	ENLARGED GRADING PLAN
R015	ENLARGED GRADING PLAN
R015a	ENLARGED GRADING PLAN
R016	ENLARGED GRADING PLAN
R017	OVERALL GEOMETRIC LAYOUT PLAN
R018	ENLARGED GEOMETRIC LAYOUT PLAN
R019	ENLARGED GEOMETRIC LAYOUT PLAN 2
R020	ENLARGED GEOMETRIC LAYOUT PLAN
R021	ENLARGED GEOMETRIC LAYOUT PLAN
R022	PROPOSED DRAINAGE AREA MAP
R023	OVERALL STORM DRAIN PLAN
R024	STORM DRAIN PLAN & PROFILE
R025	PIPES AND STRUCTURE TABLES
R026	HEADWALL DETAIL
T001	STRIPING PLAN
T002	STRIPING PLAN
X001	ROAD CROSS SECTION
X002	ROAD CROSS SECTION
X003	ROAD CROSS SECTION
X004	ROAD CROSS SECTION
X005	ROAD CROSS SECTION
X006	ROAD CROSS SECTION
X007	ROAD CROSS SECTION
X008	ROAD CROSS SECTION

**CONVENTIONAL SYMBOLS**

- UC UNDERGROUND CONDUIT
- SS SANITARY SEWER
- W WATER LINE
- OE OVERHEAD ELECTRIC
- UG UNDERGROUND GAS
- BUILDING FACE
- 66" ST EXISTING STORM DRAIN



PROJECT AREA  
 SCALE: 1"=250'

**NOTE**

THE 2019 OKLAHOMA STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION GOVERN, APPROVED BY THE U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL HIGHWAY ADMINISTRATION, DECEMBER 18, 2019.

PREPARED BY:  
**RT66**  
 ENGINEERING  
 5 SOUTH MAIN STREET,  
 SAPULPA, OK 74066  
 918-248-1129

**ODOT STANDARD DETAIL SHEETS**

2019 ROADWAY	2009 TRAFFIC SIGNING	2009 TRAFFIC CONTROL
TESCA-0	PM1-1-03	TCS1-1-01
TFL-0	PM5-1-00	TCS2-1-00
IPD-0	PM6-1-00	TCS3-1-01
TSD-0	RSD1-1-00	TCS4-1-01
PMD-1-1	RSD2-1-00	TCS5-1-00
PRM1-2	MSD2-1-00	TCS6-1-02
MJB-4-2	MSD3-1-01	
CI-2-2	GMS1-1-00	
SSIF-5-1	SSP1-1-02	
CIG-4-1	SSA1-1-00	
PCI-1-1	SSA2-1-00	
LECS-5-2	FGS1-1-00	
LTU-5-1		
WCR-4-2		
FPI-4-2		

THIS DOCUMENT IS  
**PRELIMINARY**  
 IN NATURE AND IS NOT  
 A FINAL, SIGNED AND  
 SEALED DOCUMENT

BILLY COX, P.E.  
 ROUTE 66 ENGINEERING, LLC  
 CA #8853, DATE 06/30/2027

OKLAHOMA DEPARTMENT OF TRANSPORTATION	DEPARTMENT OF TRANSPORTATION FEDERAL HIGHWAY ADMINISTRATION
DATE APPROVED _____	DATE APPROVED _____
BY _____	BY _____
CHIEF ENGINEER	DIVISION ADMINISTRATOR
PROJECT NO. STP-219N(131)IG	SHEET NO. 0001

# Consent Agenda Item Commentary

## Item Title

Public Hearing: Discussion and recommendation on non-housing community development needs for the City of Bixby. The City is planning to submit a Fiscal Year 2026 application to Tulsa County in the Metro Cities category and, if awarded, anticipates receiving approximately \$95,626.00 in Tulsa County FY2026 Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development.

## Initiator

Nathan Radach

## Staff Information Source

Nathan Radach

## Background

## Exhibits

1. Posted Publication Notice
2. Parkwood Sewer Line Presentation revised

## Key Issue

## Council Action

## Recommendation

## Item No: 1.

## Meeting Date

March 23, 2026

## Meeting

20260323 City Council Agenda

Posted 3/4/26 see

FILED  
BIXBY CITY CLERK

MAR · 4 2026

INT. SD

### PUBLIC HEARING NOTICE

A Public Hearing has been set for Monday, March 23, 2026 at 6:00 p.m. in the Municipal Building, located at 111 N Cabaniss Avenue in Bixby, to be held in conjunction with the regularly scheduled City Council meeting. The purpose of the hearing is to discuss a proposed application for funding under the Community Development Block Grant (CDBG) program administered by the Oklahoma Department of Commerce.

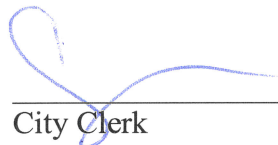
The City is considering applying for approximately \$95,626.00 in CDBG funds for Sewer line replacement in the Parkwood Estates Complex, Stadium and South Main Street. Any additional modified recommendations will be considered by the City Council in developing and approving the community development project. The proposed project will primarily benefit low and moderate income persons.

Citizens are requested to participate in the Hearing and express their views on community development needs. The City Council, will incorporate any comments or proposals, where feasible, in the application to be submitted to the Oklahoma Department of Commerce by April 10, 2026.

Posted at the following location:      Bixby Municipal Building

Date Posted:    March 4, 2026

By:

  
\_\_\_\_\_  
City Clerk

# City of Bixby

CDBG Grant Application 2026

# City of Bixby

## CDBG Grant Application 2026 – Parkwood Sewer Line Replacement



### Current Line Status:

- Poor Condition, Old Clay Lines
- Require routine monitoring (weekly), cleaning, and jetting to ensure adequate flow

### Line Replacement:

- No change in size, full line replacement to 8" C900

# City of Bixby

## CDBG Grant Application 2026 – Parkwood Sewer Line Replacement



	LF	Est Cost	
Priority 1 - Red	440	\$ 125.00	\$ 55,000.00
Priority 2 - Yellow	365	\$ 125.00	\$ 45,625.00
Priority 3 – Blue (Option)	270	\$ 125.00	\$ 33,750.00
		Priority 1 & 2	\$ 100,625.05
		Contingency (15%)	\$ 15,093.75
		Total	\$ 115,718.80
* \$125/LF based on estimate provided for waterline replacement			
Includes Ground Restoration			

# City of Bixby

## CDBG Grant Application 2026 – Parkwood Sewer Line Replacement

### Grant Details:

- Funding Capacity \$95,626.00
- Project Estimate \$115,718.80
- Recommend supplementing funding with local funds (balance of \$20,092.75) as estimated. Includes 15% Contingency to account for unforeseen conditions.

# Consent Agenda Item Commentary

## Item Title

Discussion, consideration, and possible vote to approve Resolution 2026-6 to authorize the Mayor to sign a resolution and associated application forms for an application for the 2026 Community Development Block Grant (C.D.B.G.) funds.

## Initiator

Nathan Radach

## Staff Information Source

Nathan Radach

## Background

## Exhibits

1. Resolution 2026-6 CDBG Grant 2026 Tulsa County Urban County Copy
2. Application pages Mayor signature

## Key Issue

## Council Action

## Recommendation

## Item No: 2.

## Meeting Date

March 23, 2026

## Meeting

20260323 City Council Agenda

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
2026 TULSA COUNTY URBAN COUNTY**

**RESOLUTION 2026-6**

**WHEREAS**, the Housing and Community Development Act of 1974, as amended (24 U.S.C. 93-383 et seq.), (the "Act"), provides that Community Development Block Grant, ("CDBG"), funds may be used for the support of activities that provide decent housing and suitable living environments and expanded economic opportunities principally for persons of low- and moderate-income; and,

**WHEREAS**, CDBG Regulations 24 CFR 570.307(a) allow counties having a total combined population of 200,000 or more from the unincorporated areas and participating incorporated areas to qualify as an urban county; and,

**WHEREAS**, Title I of the Housing and Community Development Act of 1974, Public Law 93-383, as amended, authorized the Secretary of Housing and Urban Development, as a representative of the United States of America, to grant to Tulsa County funds and administrative responsibility for the Tulsa County CDBG Urban County program; and

**WHEREAS**, a Cooperation Agreement between Tulsa County and the City has been executed for the purpose of participation in the Tulsa County Urban County Community Development Block Grant Program for Federal Fiscal Years 2026-2027; and,

**NOW THEREFORE, BE IT RESOLVED** by the City Council that the City of Bixby desires to obtain assistance in addressing community development needs and hereby requests the Tulsa County CDBG Urban County program to provide assistance.

**NOW THEREFORE, BE IT FURTHER RESOLVED** by the Bixby City Council that the City of Bixby affirms its commitment to take all action within its power to facilitate the receipt of the assistance of community development funds, and upon receipt to administer said grant by the rules and regulations established by the United States of America, the State of Oklahoma, Tulsa County and all empowered agencies thereof.

**ADOPTED** this 23rd day of March, 2026, at a (regularly or specially) scheduled meeting of the governing body, in compliance with the Open Meeting Act, 25 O.S. §§ 301-314 (2001).

\_\_\_\_\_  
Brian Guthrie, Bixby Mayor

(S E A L)

Attest:

Subscribed and sworn to before me \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Clerk Signature

**TULSA COUNTY URBAN COUNTY  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

**APPLICATION CERTIFICATION**

The Applicant hereby certifies that all of the information contained in this application for community development assistance through the Tulsa County CDBG Urban County Program is true and accurate to the best of my knowledge and that all documentation supporting the information in this application is on file in the official offices of this unit of local government, available for review by Tulsa County/HUD during normal business hours. The Applicant also affirms that none of the activities set forth in this application have been initiated, nor shall they be initiated unless a grant has been awarded, a contract fully executed, and notice has been issued by Tulsa County that release of funds requirements have been met.

\_\_\_\_\_  
(Type) Name and Title of Chief Elected Official

\_\_\_\_\_  
Date

x

\_\_\_\_\_  
Signature of Chief Elected Official

[S E A L]

State of Oklahoma  
County of \_\_\_\_\_

Attest:

Subscribed and sworn to before me \_\_\_\_\_, 2026\_\_.

\_\_\_\_\_

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
TULSA COUNTY URBAN COUNTY**

**DIRECT PROJECT BENEFICIARY INCOME SURVEY SUMMARY FORM**

**ATTACHMENT B**

**Activity Name:** \_\_\_\_\_

COMPLETE THIS SECTION BY PLACING THE TOTAL NUMBER OF HOUSEHOLDS OBTAINED FROM THE HOUSEHOLD SURVEY IN EACH APPROPRIATE COLUMN.

Insert County Income Levels	\$50,600	\$57,800	\$65,050	\$72,250	\$78,050	\$83,850	\$89,600	\$95,400
Number of People in Each Household	1	2	3	4	5	6	7	8
Below or Above the County Income Levels	Below Above	Below Above	Below Above	Below Above	Below Above	Below Above	Below Above	Below Above
Total Number Of Households								

Total Number of Occupied Households/Homes in Activity Target Area = _____
Total Number of Persons in Activity Target Area = _____
Total Number of Occupied Households/Homes Surveyed in Activity Target Area = _____
Total Number of Persons Accounted for by the Survey in the Activity Target Area = _____
Total Number of Households Below the Low and Moderate Income Level in the Activity Target Area = _____
Percentage of Total Households Below the Low and Moderate Income Level in the Activity Target Area = _____ %

I hereby certify that the above information was obtained from the occupants of the addresses listed and the information is accurate:

City-wide Low and Moderate Income Level  
(For use only when projects are of City-wide benefit.) \_\_\_\_\_

HUD Census Data for Low and Moderate Income Level for Block Groups, Enumeration Districts or Census Tracts as Provided by HUD (For use only when a project's target area boundaries are identical to BG, ED or Tracts) \_\_\_\_\_%

x

\_\_\_\_\_  
Signature of Chief Executive Official

\_\_\_\_\_  
Date

[Seal]

Subscribed and sworn to before me \_\_\_\_\_, 20\_\_\_\_. My commission expires \_\_\_\_\_, 20\_\_\_\_.

Commission No. \_\_\_\_\_

\_\_\_\_\_  
Clerk/Notary Signature

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
TULSA COUNTY URBAN COUNTY**

---

**IDENTIFICATION OF OTHER PROJECT FUNDING SOURCES**

---

**Federal/State participation, if any (loans, grants, etc.) provide commitment letters.**

Agency	Purpose	Amount	Present Status Comment

**Other sources and amount of project financing including applicant's local contribution, if any.**

Agency	Purpose	Amount	Present Status Comment
		\$	

X

\_\_\_\_\_  
Chief Elected Official Signature

\_\_\_\_\_  
Date

# Consent Agenda Item Commentary

## Item Title

Discussion, consideration and possible vote for approval of AIA Document A133-2019 Exhibit A, Amendment No. 1 establishing the Guaranteed Maximum Price (GMP) for the City of Bixby Police Building and Dawes Renovation Project with Miller Tippens, Construction Manager-at-Risk, in the amount of \$5,384,031.87.

## Initiator

Joey Wiedel

## Staff Information Source

Joey Wiedel

## Background

Miller-Tippens Construction Company, serving as Construction Manager-at-Risk (CMAR), solicited bids for the City of Bixby Police Building and Dawes Renovation Project. This amendment to AIA Document A133-2019, Exhibit A, accepts the bids received and establishes the Guaranteed Maximum Price (GMP) for the project in the amount of \$5,384,031.87.

## Exhibits

1. A133ExhibitA-2019 - Final - COB Police Building & Dawes Renovation
2. BIXBY POLICE & DAWES\_A133 EXHIBIT A\_ATTACHMENT B\_03.11.2026 BID TAB - signed
3. BIXBY POLICE & DAWES\_A133 EXHIBIT A\_ATTACHMENT A\_GMP ESTIMATE - signed
4. City of Bixby Police Building and Dawes Recommended Award Letter

## Key Issue

## Council Action

Approve GMP estimate of all bids

## Recommendation

Approve

**Item No:** 3.

**Meeting Date**

March 23, 2026

**Meeting**

20260323 City Council Agenda



# AIA® Document A133® – 2019 Exhibit A

## Guaranteed Maximum Price Amendment

This Amendment dated the 17th day of March in the year 2026, is incorporated into the accompanying AIA Document A133™–2019, Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price dated the 8th day of October in the year 2025 (the "Agreement")  
*(In words, indicate day, month, and year.)*

for the following **PROJECT:**  
*(Name and address or location)*

City of Bixby Police Building and Dawes Renovation  
116 West Needles Ave  
Bixby, Oklahoma 74008

**THE OWNER:**  
*(Name, legal status, and address)*

City of Bixby  
116 West Needles Ave  
Bixby, Oklahoma 74008

**THE CONSTRUCTION MANAGER:**  
*(Name, legal status, and address)*

MTC Tulsa, LLC  
437 E 141<sup>st</sup> Street  
Glenpool, Oklahoma 74033

### TABLE OF ARTICLES

- A.1 GUARANTEED MAXIMUM PRICE
- A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- A.3 INFORMATION UPON WHICH AMENDMENT IS BASED
- A.4 CONSTRUCTION MANAGER’S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS

### ARTICLE A.1 GUARANTEED MAXIMUM PRICE

#### § A.1.1 Guaranteed Maximum Price

Pursuant to Section 3.2.6 of the Agreement, the Owner and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price. As agreed by the Owner and Construction Manager, the Guaranteed Maximum Price is an amount that the Contract Sum shall not exceed. The Contract Sum consists of the Construction Manager’s Fee plus the Cost of the Work, as that term is defined in Article 6 of the Agreement.

### ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201™–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed (\$ ), subject to additions and deductions by Change Order as provided in the Contract Documents.

§ A.1.1.2 **Itemized Statement of the Guaranteed Maximum Price.** Provided below is an itemized statement of the Guaranteed Maximum Price organized by trade categories, including allowances; the Construction Manager's contingency; alternates; the Construction Manager's Fee; and other items that comprise the Guaranteed Maximum Price as defined in Section 3.2.1 of the Agreement.

*(Provide itemized statement below or reference an attachment.)*

BIXBY POLICE & DAWES\_A133 EXHIBIT A\_ATTACHMENT A\_GMP ESTIMATE - signed

§ A.1.1.3 The Construction Manager's Fee is set forth in Section 6.1.2 of the Agreement.

§ A.1.1.4 The method of adjustment of the Construction Manager's Fee for changes in the Work is set forth in Section 6.1.3 of the Agreement.

§ A.1.1.5 **Alternates**

§ A.1.1.5.1 Alternates, if any, included in the Guaranteed Maximum Price:

Item	Price
ALTERNATE NO. 1 - INSTALL NEW SECTIONAL DOORS	\$ 25,021.91

§ A.1.1.5.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Exhibit A. Upon acceptance, the Owner shall issue a Modification to the Agreement.

*(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)*

Item	Price	Conditions for Acceptance
N/A		

§ A.1.1.6 Unit prices, if any:

*(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)*

Item	Units and Limitations	Price per Unit (\$0.00)
Section 07 01 50.19 - Preparation for Re-roofing: Requirements for replacing existing damaged or deteriorated metal roof decking.	Square feet	\$12.00

**ARTICLE A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION**

§ A.2.1 The date of commencement of the Work shall be:

*(Check one of the following boxes.)*

The date of execution of this Amendment.

Established as follows:

*(Insert a date or a means to determine the date of commencement of the Work.)*

April 29<sup>th</sup>, 2026. Reference the provided preliminary phasing plan and construction schedule for both the Police Building and the Dawes Building.

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of execution of this Amendment.

Init.

§ A.2.2 Unless otherwise provided, the Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work. The Contract Time shall be measured from the date of commencement of the Work.

§ A.2.3 Substantial Completion

§ A.2.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Construction Manager shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)

Not later than ( ) calendar days from the date of commencement of the Work.

By the following dates:

Dawes Renovation: November 16<sup>th</sup>, 2026

Police Building: July 16<sup>th</sup>, 2027

Reference the provided preliminary phasing plan and construction schedule for both the Police Building and the Dawes Building.

§ A.2.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Construction Manager shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date
N/A	

§ A.2.3.3 If the Construction Manager fails to achieve Substantial Completion as provided in this Section A.2.3, liquidated damages, if any, shall be assessed as set forth in Section 6.1.6 of the Agreement.

ARTICLE A.3 INFORMATION UPON WHICH AMENDMENT IS BASED

§ A.3.1 The Guaranteed Maximum Price and Contract Time set forth in this Amendment are based on the Contract Documents and the following:

§ A.3.1.1 The following Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
Bixby P & D - Pre-Bid RFI Set No. 1	Pre-Bid RFI Set No. 1	02.26.2026	Pages 1-2
Bixby P & D - Pre-Bid RFI Set No. 2	Pre-Bid RFI Set No. 2	03.01.2026	Pages. 1-2
All substitution requests submitted to Beck Design in Pre-Bid RFI Set No. 1 and 2	Various substitution requests	See Pre-Bid RFI Set No. 1 and 2	See Pre-Bid RFI Set No. 1 and 2
PRELIM_Bixby Police & Dawes Renovation Construction Schedule		02.10.2026	Pages. 1-4
PRELIM_Dawes Renovation Phasing Plan 02.10.2026		02.10.2026	1 Page
PRELIM_Police Building Phasing Plan 02.10.2026		02.10.2026	1 Page

Init.

Access Control and Security Allowance Estimates provided by Digi

Exercise Equipment Allowance Estimates provided by Advanced Exercise

Furniture Allowance Estimates provided by Workspace

Property Storage and Records Room Allowance Estimates provided by Southwest Solutions Group

**§ A.3.1.2** The following Specifications:  
*(Either list the Specifications here, or refer to an exhibit attached to this Amendment.)*

Bixby Police and Dawes Renovation Project Manual Issue for Bid 01.12.2026, updated 02.16.2026 before bid  
Table of Contents with Noted Sections Added  
Addendum #1  
Addendum #2  
Addendum #3

Section	Title	Date	Pages
---------	-------	------	-------

**§ A.3.1.3** The following Drawings:  
*(Either list the Drawings here, or refer to an exhibit attached to this Amendment.)*

Bixby Dawes Renovation Issue to Bid 01.12.2026  
Bixby Police Renovation Issue to Bid 01.12.2026  
Drawing Revisions from Beck 02.13.2026  
Drawing Revision Narrative from Beck 01.14.2026  
Addendum #1  
Addendum #2  
Addendum #3

Number	Title	Date
--------	-------	------

**§ A.3.1.4** The Sustainability Plan, if any:  
*(If the Owner identified a Sustainable Objective in the Owner's Criteria, identify the document or documents that comprise the Sustainability Plan by title, date and number of pages, and include other identifying information. The Sustainability Plan identifies and describes the Sustainable Objective; the targeted Sustainable Measures; implementation strategies selected to achieve the Sustainable Measures; the Owner's and Construction Manager's roles and responsibilities associated with achieving the Sustainable Measures; the specific details about design reviews, testing or metrics to verify achievement of each Sustainable Measure; and the Sustainability Documentation required for the Project, as those terms are defined in Exhibit C to the Agreement.)*

Title  
N/A

Date

Pages

Other identifying information:

§ A.3.1.5 Allowances, if any, included in the Guaranteed Maximum Price:  
(Identify each allowance.)

Item

PLEASE REFERENCE THE FOLLOWING ATTACHMENT:  
BIXBY POLICE & DAWES\_A133 EXHIBIT A\_ATTACHMENT A\_GMP ESTIMATE - signed

Price

PLEASE REFERENCE THE FOLLOWING ATTACHMENT:  
BIXBY POLICE & DAWES\_A133 EXHIBIT A\_ATTACHMENT A\_GMP ESTIMATE - signed

§ A.3.1.6 Assumptions and clarifications, if any, upon which the Guaranteed Maximum Price is based:  
(Identify each assumption and clarification.)

CM Clarification #01\_PKG\_Bixby Police & Dawes  
CM Clarification #02\_PKG\_Bixby Police & Dawes  
CM Clarification #02\_REV 1\_PKG\_Bixby Police & Dawes

§ A.3.1.7 The Guaranteed Maximum Price is based upon the following other documents and information:  
(List any other documents or information here, or refer to an exhibit attached to this Amendment.)

BIXBY POLICE & DAWES\_A133 EXHIBIT A\_ATTACHMENT B\_03.11.2026 BID TAB - signed

**ARTICLE A.4 CONSTRUCTION MANAGER'S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS**

§ A.4.1 The Construction Manager shall retain the consultants, contractors, design professionals, and suppliers, identified below:

(List name, discipline, address, and other information.)

TBD – Structural engineer to be hired per allowance line-item ENGINEERING / DELEGATED DESIGN, Note 5

This Amendment to the Agreement entered into as of the day and year first written above.

\_\_\_\_\_  
OWNER (Signature)

Joey Wiedel City Manager  
\_\_\_\_\_  
(Printed name and title)

\_\_\_\_\_  
CONSTRUCTION MANAGER (Signature)

Zach Burrow Managing Member  
\_\_\_\_\_  
(Printed name and title)

# Additions and Deletions Report for AIA® Document A133® – 2019 Exhibit A

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 15:34:06 ET on 03/17/2026.

## PAGE 1

This Amendment dated the 17th day of March in the year 2026, is incorporated into the accompanying AIA Document A133™–2019, Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price dated the 8th day of October in the year 2025 (the "Agreement")

...

*(Name and address or location)*

City of Bixby Police Building and Dawes Renovation  
116 West Needles Ave  
Bixby, Oklahoma 74008

...

City of Bixby  
116 West Needles Ave  
Bixby, Oklahoma 74008

...

MTC Tulsa, LLC  
437 E 141<sup>st</sup> Street  
Glenpool, Oklahoma 74033

## PAGE 2

BIXBY POLICE & DAWES\_A133 EXHIBIT A\_ATTACHMENT A\_GMP ESTIMATE - signed

...

ALTERNATE NO. 1 - INSTALL NEW    \$ 25,021.91  
SECTIONAL DOORS

...

N/A

...

Section 07 01 50.19 - Preparation for    Square feet    \$12.00  
Re-roofing: Requirements for replacing

existing damaged or deteriorated metal roof decking.

...

[ X ] Established as follows:

...

April 29<sup>th</sup>, 2026. Reference the provided preliminary phasing plan and construction schedule for both the Police Building and the Dawes Building.

**PAGE 3**

[ ] ~~By the following date:~~ X ] ~~By the following dates:~~

Dawes Renovation: November 16<sup>th</sup>, 2026

Police Building: July 16<sup>th</sup>, 2027

Reference the provided preliminary phasing plan and construction schedule for both the Police Building and the Dawes Building.

...

N/A

...

<u>Bixby P &amp; D - Pre-Bid RFI Set No. 1</u>	<u>Pre-Bid RFI Set No. 1</u>	<u>02.26.2026</u>	<u>Pages 1-2</u>
<u>Bixby P &amp; D - Pre-Bid RFI Set No. 2</u>	<u>Pre-Bid RFI Set No. 2</u>	<u>03.01.2026</u>	<u>Pages. 1-2</u>
<u>All substitution requests submitted to Beck Design in Pre-Bid RFI Set No. 1 and 2</u>	<u>Various substitution requests</u>	<u>See Pre-Bid RFI Set No. 1 and 2</u>	<u>See Pre-Bid RFI Set No. 1 and 2</u>
<u>PRELIM Bixby Police &amp; Dawes Renovation Construction Schedule</u>		<u>02.10.2026</u>	<u>Pages. 1-4</u>
<u>PRELIM Dawes Renovation Phasing Plan 02.10.2026</u>		<u>02.10.2026</u>	<u>1 Page</u>
<u>PRELIM Police Building Phasing Plan 02.10.2026</u>		<u>02.10.2026</u>	<u>1 Page</u>

Access Control and Security Allowance Estimates provided by Digi

Exercise Equipment Allowance Estimates provided by Advanced Exercise

Furniture Allowance  
Estimates provided by  
Workspace

Property Storage and  
Records Room  
Allowance Estimates  
provided by Southwest  
Solutions Group

**PAGE 4**

Bixby Police and Dawes Renovation Project Manual Issue for Bid 01.12.2026, updated 02.16.2026 before bid  
Table of Contents with Noted Sections Added

Addendum #1  
Addendum #2  
Addendum #3

...

Bixby Dawes Renovation Issue to Bid 01.12.2026  
Bixby Police Renovation Issue to Bid 01.12.2026  
Drawing Revisions from Beck 02.13.2026  
Drawing Revision Narrative from Beck 01.14.2026  
Addendum #1  
Addendum #2  
Addendum #3

**PAGE 5**

N/A

...

PLEASE REFERENCE THE  
FOLLOWING ATTACHMENT:  
BIXBY POLICE & DAWES\_A133  
EXHIBIT A\_ATTACHMENT A\_GMP  
ESTIMATE - signed

PLEASE REFERENCE THE FOLLOWING  
ATTACHMENT:  
BIXBY POLICE & DAWES\_A133 EXHIBIT  
A\_ATTACHMENT A\_GMP ESTIMATE - signed

...

CM Clarification #01\_PKG Bixby Police & Dawes  
CM Clarification #02\_PKG Bixby Police & Dawes  
CM Clarification #02 REV 1\_PKG Bixby Police & Dawes

...

BIXBY POLICE & DAWES\_A133 EXHIBIT A\_ATTACHMENT B\_03.11.2026 BID TAB - signed

...

TBD – Structural engineer to be hired per allowance line-item ENGINEERING / DELEGATED DESIGN, Note 5

...



## **Certification of Document's Authenticity**

**AIA® Document D401™ – 2003**

I, Lance Miller, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 15:34:06 ET on 03/17/2026 under Order No. 3104239503 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A133™ – 2019 Exhibit A, Guaranteed Maximum Price Amendment, other than those additions and deletions shown in the associated Additions and Deletions Report.

---

*(Signed)*

---

*(Title)*

---

*(Dated)*

# BIXBY POLICE BUILDING AND DAWES RENOVATION

**BID TAB**  
 ISSUED: 3.11.26

Attachment B

Bid Package	Bidder #1	Bidder #2	Bidder #3	Bidder #4
<b>BID PACKAGE - 02A - Selective Demolition</b>	ARK			
Base Bid	\$120,360			
<b>BID PACKAGE - 03A - Concrete</b>	D&K CONCRETE	SDS		
Base Bid	\$17,800	\$43,500		
<b>BID PACKAGE - 04A - Masonry</b>				
Base Bid				
<b>BID PACKAGE - 05A &amp; 05B - COMBO - Structural Steel - Fabrications &amp; Erection</b>	Buffalo Steel			
Base Bid	\$48,000			
TOTAL W/ ALTERNATES	\$48,000			
<b>BID PACKAGE - 06A - Rough Carpentry</b>	MTC TULSA			
Base Bid	\$123,400			
<b>BID PACKAGE - 06B - Architectural Wood Casework &amp; Countertops</b>	Mayco Fixtures	BEARWOOD	NEXT SPACES	
Base Bid	\$96,048.75	\$131,289	\$81,064	
<b>BID PACKAGE - 07A - Joint Sealants</b>	GDA	OKLAHOMA BUILDING SOLUTIONS		
Base Bid	\$7,689	\$9,000		
<b>BID PACKAGE - 07B - TPO Roofing</b>	Lewis Roofing	Byers	SOONER RECON	
Base Bid	\$286,290	\$356,864	\$274,064	
<b>BID PACKAGE - 08A/B/D - COMBO - Hollow Metal Doors and Frames, WOOD DOORS, HARDWARE</b>	LA FORCE	COMBO		
Base Bid	\$129,125	08A	\$32,900	FTO
		08B	\$22,205	FTO
		08D	\$77,312	FTO
TOTAL W/ ALTERNATES	\$129,125	\$0	\$132,417	\$0
<b>BID PACKAGE - 08A - Hollow Metal Doors and Frames</b>	FTO	Jones Commercial HDW	TEX-OMA	
Base Bid	\$32,900	\$38,580	\$33,003	
<b>BID PACKAGE - 08B - Flush Wood Doors (BC: 08D)</b>	Windor Supply	FTO	Jones Commercial HDW	TEX-OMA
Base Bid	\$22,979	\$22,205	\$31,620	\$32,870
<b>BID PACKAGE - 08C - Aluminum Storefronts and Glazing</b>				
Base Bid				
<b>BID PACKAGE - 08D - Door Hardware</b>	FTO	Jones Commercial HDW	TEX-OMA	
Base Bid	\$77,312	\$104,740	\$94,058	
<b>BID PACKAGE - 08E - Overhead Doors</b>	Overhead Door of Tulsa	TEX-OMA		
Base Bid	NO BID	\$12,240		
ALTERNATE	\$31,737	\$23,337.63		



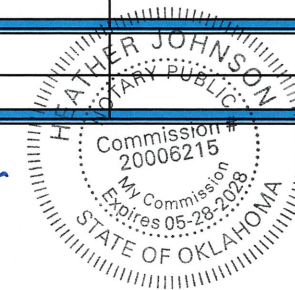
# BIXBY POLICE BUILDING AND DAWES RENOVATION

**BID TAB**  
ISSUED: 3.11.26

Attachment B

Bid Package	Bidder #1	Bidder #2	Bidder #3	Bidder #4
<b>BID PACKAGE - 09A - Framing, Drywall Assemblies &amp; Ceilings</b>	SW Drywall	Talon Commercial Services	REAL EAGLE	WILJO
Base Bid	\$174,926	\$230,003	\$187,416	\$154,200
<b>BID PACKAGE - 09B - Painting &amp; Wallcoverings</b>	Talon Commercial Services	REAL EAGLE	STRONG ROCK	
Base Bid	\$88,899	\$82,618	\$42,934	
<b>BID PACKAGE - 09C - Flooring and Tiling</b>	CWC	TALON	Carrolls	MILL CREEK
Base Bid	\$109,307	\$158,278	\$148,421	\$147,982
<b>BID PACKAGE - 10A - Furnish 10 Specialties</b>	Jones Commercial Hardware	Murry Womble	LA FORCE	FTO
Base Bid	\$22,704	\$23,580	\$34,161	\$33,366
<b>BID PACKAGE - 10B - Signage</b>	A-Max	Encinos 3D		
Base Bid	\$49,728.13	\$25,475		
<b>BID PACKAGE - 10C - Canopies</b>	Archetype Fabricators	Play by Design		
Base Bid	\$64,500	\$49,999		
<b>BID PACKAGE - 10D - Chain-Link Fence Enclosures &amp; Gates</b>	Pioneer Fence	Shawboys Fence	AARON FENCE	COOKS FENCE & IRON
Base Bid	\$30,797.30	\$11,500	\$7,010	\$12,500
<b>BID PACKAGE - 11A - Residential Appliances</b>	Hahn Appliance			
Base Bid	\$5,695			
<b>BID PACKAGE - 12A - Window Coverings</b>	Contract Drapery			
Base Bid	\$9,425			
<b>BID PACKAGE - 14A - ADA Wheelchair Lift</b>	Contry Home Elevator			
Base Bid	\$34,700			
<b>BID PACKAGE - 22A &amp; 23A - COMBO - Plumbing &amp; HVAC</b>	DAVCO	COMBO		
Base Bid	\$1,339,705			
		22A	\$279,123	ALL AMERICAN
		23A	\$968,361	CRS
<b>TOTAL W/ ALTERNATES</b>	\$1,339,705		\$1,247,484	
<b>BID PACKAGE - 22A - Plumbing</b>	CRS	ALL AMERICAN		
Base Bid	\$285,798	\$279,123		
<b>BID PACKAGE - 23A - HVAC</b>	CRS	Elemental Air		
Base Bid	\$968,361	\$1,086,787		
<b>BID PACKAGE - 26A - Electrical</b>	Alliance Electrical			
Base Bid	\$495,971			
<b>BID PACKAGE - 28A - Fire Alarm</b>	Techsico	FIRETROL		
Base Bid	\$53,961	\$27,882		

*James K. Sullivan*  
3/17/26



*Heather Johnson*  
3/17/2026

CITY OF BIXBY  
POLICE BUILDING & DAWES RENOVATION  
GMP A133 EXHIBIT A - Attachment A  
3/10/26 - BID PHASE



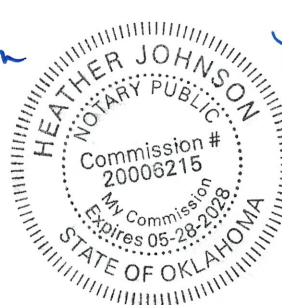
TOTAL AREA (SQFT) 3,129 14,369

BID PACKAGE - DESCRIPTION	RECOMMENDED LOW BIDDER	DAWES RENOVATION	POLICE BUILDING RENOVATION	COMBO	ALTERNATE NO. 1 - INSTALL NEW SECTIONAL DOORS	NOTES
02A - Selective Demolition	ARK	\$ 21,100.00	\$ 99,260.00	\$ 120,360.00		
03A - Concrete	DK CONCRETE	\$ 6,200.00	\$ 11,600.00	\$ 17,800.00		
05A & 05B - COMBO - Structural Steel - Fabrications & Erection	BUFFALO	\$ -	\$ 48,000.00	\$ 48,000.00		
05A - Structural Steel - Fabrications	BUFFALO	IN COMBO	IN COMBO	IN COMBO		
05B - Structural Steel - Erection	BUFFALO	IN COMBO	IN COMBO	IN COMBO		
06A - Rough Carpentry	MTC TULSA	\$ 27,612.20	\$ 95,787.80	\$ 123,400.00		
06B - Architectural Wood Casework & Countertops	NEXT SPACES	\$ 28,093.00	\$ 52,971.00	\$ 81,064.00		
07A - Joint Sealants	GDA	\$ -	\$ 7,689.00	\$ 7,689.00		
07B - Roofing	SOONER RECON	\$ -	\$ 274,064.00	\$ 274,064.00		
08A - Hollow Metal Doors and Frames	LAFORCE / PIPER WEATHERFORD	\$ 30,079.00	\$ 99,046.00	\$ 129,125.00		
08B - Flush Wood Doors (BC: 08D)	LAFORCE / PIPER WEATHERFORD	IN COMBO	IN COMBO	IN COMBO		
08D - Door Hardware	LAFORCE / PIPER WEATHERFORD	IN COMBO	IN COMBO	IN COMBO		
08E - Overhead Doors	TEX-OMA	\$ -	SEE ALT #1	SEE ALT #1	\$ 23,337.63	
09A - Framing, Drywall Assemblies & Ceilings	WILJO	\$ 39,800.00	\$ 114,400.00	\$ 154,200.00		
09B - Painting & Wallcoverings	REAL EAGLE	\$ 12,970.00	\$ 69,648.00	\$ 82,618.00		1
09C - Flooring and Tiling	CWC	\$ 23,000.00	\$ 86,307.00	\$ 109,307.00		
10A - Furnish 10 Specialties	JONES COMMERCIAL HDW	\$ 5,876.00	\$ 16,828.00	\$ 22,704.00		
10B - Signage	AMAX	\$ 19,130.19	\$ 30,597.94	\$ 49,728.13		2
10C - Canopies	PLAY BY DESIGN	\$ -	\$ 49,999.00	\$ 49,999.00		
10D - Chain-Link Fence Enclosures & Gates	AARON FENCE	\$ -	\$ 7,010.00	\$ 7,010.00		
11A - Residential Appliances	HAHN	\$ -	\$ 5,695.00	\$ 5,695.00		
12A - Window Coverings	CONTRACT DRAPERY	\$ 5,395.00	\$ 4,030.00	\$ 9,425.00		
14A - ADA Wheelchair Lift	COUNTRY HOME ELEVATOR	\$ -	\$ 34,700.00	\$ 34,700.00		
22A - Plumbing	ALL AMERICAN	\$ 32,077.00	\$ 247,046.00	\$ 279,123.00		
23A - HVAC	CRS	\$ 141,599.00	\$ 826,762.00	\$ 968,361.00		
26A - Electrical	ALLIANCE ELECTRICAL	\$ 99,810.00	\$ 395,561.00	\$ 495,371.00		
28A - Fire Alarm	FIRETROL	\$ -	\$ 27,882.00	\$ 27,882.00		
PROJECT REQUIREMENTS - COST OF WORK		\$69,414.37	\$ 203,508.00	\$ 272,922.37		
<b>ALLOWANCES:</b>						
BUILDING PLAQUE ALLOWANCE - PER SPEC		\$ -	\$ -	\$ -		3
METAL FABRICATIONS ALLOWANCE - 1-TON - PER SPEC			\$ 6,500.00	\$ 6,500.00		
EXERCISE EQUIPMENT - PER SPEC			\$ 12,000.00	\$ 12,000.00		
FURNITURE - PER SPEC		\$ 75,000.00	\$ 174,429.14	\$ 249,429.14		
SPECIALTY POLICE EQUIPMT - PER SPEC			\$ 123,375.00	\$ 123,375.00		
ACCESS CONTROL / VIDEO SECURITY - PER SPEC			\$ 217,114.30	\$ 217,114.30		
BULLET RESISTANT PANELS		EXCLUDED	\$ 15,000.00	\$ 15,000.00		
SECURITY MESH		EXCLUDED	\$ 35,000.00	\$ 35,000.00		
AUDIO/VIDEO (INCLUDES TV'S) ALLOWANCE		EXCLUDED	EXCLUDED	\$ -		
DATA/LOW VOLTAGE ALLOWANCE		\$ 15,000.00	\$ 45,000.00	\$ 60,000.00		
LANDSCAPING ALLOWANCE		EXCLUDED	\$ 35,000.00	\$ 35,000.00		4
INTERIOR FINISHES - PHASING COORDINATION		\$ 5,000.00	\$ 20,000.00	\$ 25,000.00		
EXTERIOR PATCH & REPAIR		EXCLUDED	\$ 15,000.00	\$ 15,000.00		
MONUMENT SIGN		EXCLUDED	\$ 18,000.00	\$ 18,000.00		
ENGINEERING / DELEGATED DESIGN		EXCLUDED	\$ 7,500.00	\$ 7,500.00		5
TEMP CONDITIONING - HEAT / AC		EXCLUDED	\$ 20,000.00	\$ 20,000.00		
STRUCTURAL SUPPORT / MODIFICATIONS FOR RTU'S		EXCLUDED	\$ 22,500.00	\$ 22,500.00		6
BID PACKAGE - 04A - Masonry		EXCLUDED	\$ 24,750.00	\$ 24,750.00		
BID PACKAGE - 08C - Aluminum Storefronts and Glazing		\$ 12,670.00	\$ 32,780.00	\$ 45,450.00		
OWNER/CONSTRUCTION CONTINGENCY	5.0%	\$ 33,491.29	5.0%	\$ 181,617.01	\$ 215,108.30	
SALES TAX		EXEMPT	EXEMPT	EXEMPT	EXEMPT	
TOTAL CONSTRUCTION COST		\$ 703,317.05	\$ 3,813,957.19	\$ 4,517,274.24	\$ 23,337.63	
INSURANCE (GL, WC, AUTO - UMBRELLA)	0.97%	\$ 6,822.18	0.97%	\$ 36,995.38	\$ 43,817.56	\$ 226.38
BUILDER'S RISK	0.50%	\$ 3,516.59	0.50%	\$ 19,069.79	\$ 22,586.37	\$ 116.69
BONDING	0.92%	\$ 6,470.52	0.92%	\$ 35,088.41	\$ 41,558.92	\$ 214.71
TWO YEAR WARRANTY/MAINTENANCE BOND	0.21%	\$ 1,476.97	0.21%	\$ 8,009.31	\$ 9,486.28	\$ 49.01
SUBTOTAL		\$ 721,603.29	\$ 3,913,120.08	\$ 4,634,723.37	\$ 23,944.41	
CM FEE	6.00%	\$ 43,296.20	4.50%	\$ 176,090.40	\$ 219,386.60	\$ 1,077.50
GENERAL CONDITIONS - PROJECT STAFF (15 MONTHS)		\$ 78,610.41	\$ 426,289.59	\$ 504,900.00	INCLUDED	7
THRU ADDENDUM NO. 3		\$ 843,509.90	\$ 4,515,500.07	\$ 5,359,009.97	\$ 25,021.91	
COMBINED PROJECTS		DAWES RENOVATION	POLICE BUILDING RENOVATION	COMBO	ALT #1	
				BASE BID	ALT #1 - NEW SECTIONAL DOORS	

GMP TOTAL - INCLUDES BASE BID & ALT #1 \$ 5,384,031.87

Notes:  
 1. STRONG ROCK DRYWALL DID NOT INCLUDE THE EXTERIOR PAINTING AND REQUESTED TO WITHDRAW THEIR ORIGINAL BID OF \$42,934, NO BID BOND WAS RECEIVED.  
 2. INCLUDED IN 10B - SIGNAGE PER SPEC SECTION 101423, 1.02, A - ALLOWANCES LOW BIDDER ENCINOS 3D DID NOT INCLUDE THE \$20,500 ALLOWANCE PER THE SPEC, REQUESTED TO PULL THEIR BID. NO BID BOND RECEIVED AS THE ORIGINAL BID WAS \$25,475.  
 3. INCLUDED IN 10B - SIGNAGE PER SPEC SECTION 101423, 1.02, A - ALLOWANCES  
 4. ALLOWANCE - BECK TO COORDINATE ALLOWANCE AMOUNT WITH THE COB  
 5. ENGINEERING FOR CMU STEM WALL & HEADER - 5/A518  
 6. INCLUDED PER SPEC SECTION 070150 - 1.03, A  
 7. PRORATED BY CONSTRUCTION COSTS

*James K. Puelian*  
3/17/26



*Heather Johnson*  
3/17/26



**MILLER-TIPPENS**  
CONSTRUCTION

City of Bixby  
Attn: Joey Wiedel  
116 W Needles Ave  
Bixby, OK 74008

March 17<sup>th</sup>, 2026

RE: City of Bixby Police Building and Dawes Renovation Recommended Award Letter

Mr. Wiedel,

Miller-Tippens Construction is pleased to present the A133ExhibitA-2019, Attachment A GMP Estimate and Attachment B 03.11.2026 Bid Tab for review to the City of Bixby City Council. Miller-Tippens Construction recommends awarding to all low bidders, except for the following bid packages:

- #09B - Painting & Wallcoverings
  - Strong Rock Drywall submitted a bid with incomplete scope.
  - Recommended award to next low bidder: Real Eagle Construction
- #10B - Signage Matlock Security submitted a bid with incomplete scope.
  - Encinos 3D Custom Products submitted a bid with incomplete scope.
  - Recommended award to next low bidder: A-MAX Sign Company

All other low bidders appear to have submitted competitive bids with a complete scope of work.

Thank you for your consideration.

Sincerely,

James Pulliam  
Project Manager

---

*MTC Tulsa, LLC*  
437 E 141<sup>st</sup> Glenpool, OK 74033  
Office: 918.215-3312

# Consent Agenda Item Commentary

## Item Title

Discussion, consideration, and possible vote for approval of an ordinance amending the Bixby City Charter, Article III, City Manager, Section 3.2, Minimum Qualifications, to require that the City Manager be appointed solely on the basis of education and experience and without regard to political affiliation; providing for severability, codification, repealer, and declaring an emergency. Ordinance 2550

## Initiator

JT Hammons

## Staff Information Source

JT Hammons

## Background

## Exhibits

1. Ordinance 2550- 2026 Charter Amendment Ordinance - City Manager - 2550

## Key Issue

## Council Action

## Recommendation

Item No: 4.

## Meeting Date

March 23, 2026

## Meeting

20260323 City Council Agenda

**ORDINANCE NO. 2550**

**AN ORDINANCE OF THE CITY OF BIXBY, OKLAHOMA, AMENDING THE BIXBY CITY CHARTER, ARTICLE III, CITY MANAGER, SECTION 3.2, MINIMUM QUALIFICATIONS, BY REQUIRING THE CITY MANAGER BE APPOINTED SOLELY ON THE BASIS OF EDUCATION AND EXPERIENCE AND WITHOUT REGARD FOR POLITICAL AFFILIATION; PROVIDING FOR SEVERABILITY, CODIFICATION, REPEALER, AND DECLARING AN EMERGENCY.**

**BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF BIXBY, OKLAHOMA, AS FOLLOWS:**

**SECTION 1. AMENDATORY.** That Section 3.2 of Article III of the Bixby City Charter be amended to read as follows, to-wit:

**Section 3.2 Minimum Qualifications**

The city manager shall ~~have a bachelor's degree in public administration or related field from an accredited university~~ be appointed by the city council solely on the basis of education and experience and without regard for political affiliation. Actual experience as a city manager or as an assistant city manager is preferred.

**SECTION 2. CODIFICATION.** The City Clerk is hereby directed to enter the amendments required by this Ordinance into the appropriate place in the Bixby City Charter of the City of Bixby, Oklahoma, as authorized and approved by this Ordinance.

**SECTION 3. SEVERABILITY.** If any provision, paragraph, word, section of article of this Ordinance is invalidated by any court of competent jurisdiction, the remaining provisions, paragraphs, words, sections and chapters shall not be affected and shall continue in full force and effect.

**SECTION 4. REPEALER.** All other Ordinances and parts of other Ordinances inconsistent or conflicting with any part of this Ordinance are hereby repealed to the extent of such inconsistency or conflict.

**SECTION 5. EFFECTIVE DATE.** Unless the emergency clause below is approved, this Ordinance shall take effect thirty (30) days following its publication as required by law.

**PASSED AND APPROVED** by the City Council of the City of Bixby, Oklahoma, by an affirmative vote of the entire membership of the City Council, **TO-WIT:** \_\_\_\_ - **YES**, \_\_\_\_ - **NO**, \_\_\_\_ - **ABSTAINING**, \_\_\_\_ - **ABSENT**, **THIS** \_\_\_\_ **DAY OF** \_\_\_\_\_, 20\_\_\_\_.

**CITY OF BIXBY, OKLAHOMA**  
**Oklahoma municipal corporation**

\_\_\_\_\_  
**Mayor**

**SECTION 6. EMERGENCY.** It being necessary to preserve the public health, safety, welfare, and morals, an emergency is hereby declared, a second reading of this ordinance is hereby waived, and this ordinance shall take effect immediately upon its approval by the Governor of the State of Oklahoma as required by law, subject to the approval of majority of the registered, qualified voters of the City of Bixby, Oklahoma, voting on the same, at the election to be held on June 16, 2026 as authorized by Resolution No. \_\_\_\_\_, in the manner prescribed by law.

**PASSED AND APPROVED** by the City Council of the City of Bixby, Oklahoma, as an emergency by an affirmative vote of at least four-fifths (4/5<sup>th</sup>) of the entire membership of the City Council, **TO-WIT:** \_\_\_\_ - **YES**, \_\_\_\_ - **NO**, \_\_\_\_ - **ABSTAINING**, \_\_\_\_ - **ABSENT**, **THIS** \_\_\_\_ **DAY OF** \_\_\_\_\_, 20\_\_\_\_.

**CITY OF BIXBY, OKLAHOMA**  
**Oklahoma municipal corporation**

\_\_\_\_\_  
**Mayor**

(SEAL)

**ATTEST:**

\_\_\_\_\_  
**City Clerk**

Approved as to form and legality this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
**City Attorney**

# Consent Agenda Item Commentary

**Item Title**

Discussion, consideration, and possible vote to approve an emergency clause for Ordinance Number 2550 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.

**Initiator**

JT Hammons

**Staff Information Source**

JT Hammons

**Background****Exhibits****Key Issue****Council Action****Recommendation**

**Item No:** 5.

**Meeting Date**

March 23, 2026

**Meeting**

20260323 City Council Agenda

# Consent Agenda Item Commentary

## Item Title

Discussion, Consideration, and Possible Vote for an Ordinance of the City of Bixby, Oklahoma, Amending the Bixby City Charter, Article 4, Section 4.1 and 4.3, by centralizing financial management responsibilities of the City with the City Treasurer; providing for severability, codification, repealer, and declaring an emergency. - Ordinance 2551

## Initiator

JT Hammons

## Staff Information Source

JT Hammons

## Background

## Exhibits

1. Ordinance 2551- 2026 Charter Amendment Ordinance - Financial Management - Final Draft

## Key Issue

## Council Action

## Recommendation

**Item No:** 6.

## Meeting Date

March 23, 2026

## Meeting

20260323 City Council Agenda

**ORDINANCE NO. 2551**

**AN ORDINANCE OF THE CITY OF BIXBY, OKLAHOMA, AMENDING THE BIXBY CITY CHARTER, ARTICLE 4, SECTION 4.1 AND 4.3, BY CENTRALIZING FINANCIAL MANAGEMENT RESPONSIBILITIES OF THE CITY WITH THE CITY TREASURER; PROVIDING FOR SEVERABILITY, CODIFICATION, REPEALER, AND DECLARING AN EMERGENCY.**

**BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF BIXBY, OKLAHOMA, AS FOLLOWS:**

**SECTION 1. AMENDATORY.** That the Bixby City Charter be amended to read as follows, to-wit:

**Section 4.1 – Department of City Clerk: City Clerk**

- (a) There shall be a department of the city clerk, the head of which shall be the city clerk. The city clerk shall maintain an accounting system for the city government; and shall sign all checks and be responsible for the disbursement of all money; shall determine the regularity and correctness of all bills, invoices, payrolls, and other evidences of claims, demands or charges against the city government and audit and approve them before payment attend all meetings of the City Council, shall keep the journal of its proceedings, and shall enroll in a book kept for such purpose all ordinances and resolutions passed by the City Council. The city clerk shall be custodian of such documents, records, and archives as may be provided by applicable law. The city clerk shall be the custodian of the seal of the City and shall attest, and affix the seal to, documents when required by applicable law.
- (b) The city clerk, as such, does not collect revenue for the city except as may be incidental to his duties as city clerk; in all cases where the law or ordinances provide that money shall be paid to the city clerk, it shall be paid instead to the city treasurer as city treasurer. The city clerk shall have no authority over collecting, custody, accounting, auditing, or disbursement of any city funds. All such authority is vested in the city treasurer.
- (c) The city clerk shall perform other duties as described in this charter or as the City Council or the city manager may assign.

**Section 4.3 - Department Of Finance: City Treasurer**

There shall be a department of finance, the head of which shall be the city treasurer. The city manager shall interview and make recommendation to the council for its approval. Subject to and in accordance with this charter, applicable

law and such ordinances and other policies as the council may adopt, the city treasurer or personnel under his supervision and control shall collect or receive all revenue and other money for the city; shall be responsible for its custody, safekeeping, deposit, and disbursement; shall maintain a general accounting system for the city government; shall determine the regularity and correctness of all bills, invoices, payrolls, and other evidences of claims, demands or charges against the city government and audit and approve them before payment, and shall have such other powers and duties consistent with this charter as may be prescribed by ordinance or applicable law or as the City Council or the city manager may assign. Reference to city treasurer shall be deemed to mean the director of finance unless the council by ordinance creates a separate office of city treasurer within the department of finance.

**SECTION 2. CODIFICATION.** The City Clerk is hereby directed to enter the amendments required by this Ordinance into the appropriate place in the Bixby City Charter of the City of Bixby, Oklahoma, as authorized and approved by this Ordinance.

**SECTION 3. SEVERABILITY.** If any provision, paragraph, word, section of article of this Ordinance is invalidated by any court of competent jurisdiction, the remaining provisions, paragraphs, words, sections and chapters shall not be affected and shall continue in full force and effect.

**SECTION 4. REPEALER.** All other Ordinances and parts of other Ordinances inconsistent or conflicting with any part of this Ordinance are hereby repealed to the extent of such inconsistency or conflict.

**SECTION 5. EFFECTIVE DATE.** Unless the emergency clause below is approved, this Ordinance shall take effect thirty (30) days following its publication as required by law.

**PASSED AND APPROVED** by the City Council of the City of Bixby, Oklahoma, by an affirmative vote of the entire membership of the City Council, **TO-WIT:** \_\_\_\_ - **YES**, \_\_\_\_ - **NO**, \_\_\_\_ - **ABSTAINING**, \_\_\_\_ - **ABSENT**, **THIS** \_\_\_\_ **DAY OF** \_\_\_\_\_, 20\_\_\_\_.

**CITY OF BIXBY, OKLAHOMA**  
**Oklahoma municipal corporation**

\_\_\_\_\_  
**Mayor**

**SECTION 6. EMERGENCY.** It being necessary to preserve the public health, safety, welfare, and morals, an emergency is hereby declared, a second reading of this ordinance is hereby waived, and this ordinance shall take effect immediately upon its approval by the Governor of the State of Oklahoma as required by law, subject to the approval of majority of the registered, qualified voters of the City of Bixby, Oklahoma,

voting on the same, at the election to be held on June 16, 2026 as authorized by Resolution No. 2026-8, in the manner prescribed by law.

**PASSED AND APPROVED** by the City Council of the City of Bixby, Oklahoma, as an emergency by an affirmative vote of at least four-fifths (4/5<sup>th</sup>) of the entire membership of the City Council, **TO-WIT:** \_\_\_\_ - **YES**, \_\_\_\_ - **NO**, \_\_\_\_ - **ABSTAINING**, \_\_\_\_ - **ABSENT**, **THIS** \_\_\_\_ **DAY OF** \_\_\_\_\_, 20\_\_\_\_.

**CITY OF BIXBY, OKLAHOMA**  
**Oklahoma municipal corporation**

\_\_\_\_\_  
**Mayor**

**(SEAL)**

**ATTEST:**

\_\_\_\_\_  
**City Clerk**

Approved as to form and legality this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
**City Attorney**

# Consent Agenda Item Commentary

**Item Title**

Discussion, consideration, and possible vote to approve an emergency clause for Ordinance Number 2551 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.

**Initiator**

JT Hammons

**Staff Information Source**

JT Hammons

**Background****Exhibits****Key Issue****Council Action****Recommendation****Item No:** 7.**Meeting Date**

March 23, 2026

**Meeting**

20260323 City Council Agenda

# Consent Agenda Item Commentary

## Item Title

Discussion, consideration, and possible vote on Resolution No. 2026-7: A Resolution Authorizing the Calling and Holding of a Special Election in the City of Bixby, Tulsa County, Oklahoma, on Tuesday, June 16, 2026, for the Purpose of Submitting to the Qualified Electors of the City Proposed Changes to the Bixby City Charter as Identified in Ordinance No. 2550.

## Initiator

JT Hammons

## Staff Information Source

JT Hammons

## Background

Resolution No. 2026-7 authorizes the Mayor to call a special election to submit the proposed Charter amendment regarding the appointment of the City Manager solely on the basis of education and experience, without regard to political affiliation, to the registered, qualified voters of the City.

## Exhibits

1. Res 2026-7 Charter Amend Resolution - City Manager - 2026 - Final Draft- Proposition 1
2. Ward Map 2023- Add to Election Resolution (3)

## Key Issue

## Council Action

Approve

## Recommendation

Approve

## Item No: 8.

## Meeting Date

March 23, 2026

## Meeting

20260323 City Council Agenda

**RESOLUTION NO. 2026-7**

**A RESOLUTION AUTHORIZING THE CALLING AND HOLDING OF A SPECIAL ELECTION IN THE CITY OF BIXBY, TULSA COUNTY, STATE OF OKLAHOMA, ON TUESDAY, THE 16<sup>TH</sup> DAY OF JUNE, 2026, FOR THE PURPOSE OF SUBMITTING TO THE QUALIFIED ELECTORS OF THE CITY OF BIXBY, TULSA COUNTY, OKLAHOMA, THE QUESTION OF THEIR APPROVAL OR REJECTION OF PROPOSED CHANGES TO THE BIXBY CITY CHARTER AS IDENTIFIED IN ORDINANCE NO. 2550, AND FOR OTHER PURPOSES.**

**WHEREAS**, the Bixby City Council has recommended changes to the Bixby City Charter be presented to the qualified electors of the City of Bixby; and

**WHEREAS**, under the provisions of the Bixby City Charter, such amendments or revisions must be submitted to and approved by a majority of the registered voters of the City voting at such election before such amendments or revisions shall become effective; and

**WHEREAS**, the City Council of the City of Bixby, Oklahoma, deems it in the best interest of the City that the following proposed changes to the Charter of the City of Bixby be submitted for the consideration of the electors and that the vote on such changes should occur at the special municipal election to be held in the City of Bixby on the June 16, 2026.

**BE IT RESOLVED** by the Bixby City Council, Tulsa County, State of Oklahoma:

**SECTION 1.** That the Mayor of the City of Bixby, Oklahoma, or in his absence or incapacity, the duly qualified Vice Mayor, be and hereby is authorized and directed to call a special election to be held in the City of Bixby, Oklahoma, on June 16, 2026, for the purpose of submitting to the registered, qualified voters of said City of Bixby, Oklahoma, for their approval or rejection the following propositions:

**Proposition No. 1**

This proposal seeks to amend the Charter of the City of Bixby, Oklahoma, by mandating the City Council appoint the City Manager solely on the basis of education and experience. The details regarding implementation of this proposition can be found in Ordinance No. 2550. Shall the proposition be approved?

/ \_\_\_\_ /      YES   -      FOR THE PROPOSITION

/ \_\_\_\_ /      NO     -      AGAINST THE PROPOSITION

**SECTION 2. CONDUCT OF ELECTION.** The election shall be conducted by the Tulsa County Election Board in accordance with the City Charter and state law that is not in conflict with said Charter. The official precinct returns shall be received by the Tulsa County Election Board and submitted to the Bixby City Council.

**SECTION 3. PERSONS ELIGIBLE TO VOTE.** All registered voters of the City of Bixby, Oklahoma, who are qualified to vote under the laws of the State of Oklahoma, shall be eligible to vote in this election.

**SECTION 4. ABSENTEE BALLOTS.** Absentee ballots shall be provided for in accordance with state law.

**SECTION 5. ELECTION OFFICIALS, HOURS OF ELECTION & POLLING PLACES.** An Inspector, a Judge, and a Clerk shall serve in each precinct. Such precinct boundaries and precinct officials shall be as determined by the Tulsa County Election Board. The Polls for said election shall be opened at 7:00 o'clock a.m. on Tuesday, June 16, 2026, and shall remain open continuously until and be closed at 7:00 o'clock p.m. of said Election Day. The number and location of the polling places of said Election Day shall be as determined by the Tulsa County Election Board. Substitution of election officials and polling places shall occur only in accordance with state law. As provided in 26 O.S. § 13-103, the City authorizes the Tulsa County Election Board to open all precinct polling places located within the municipal boundaries of the City.

**SECTION 6. STATE ELECTION LAWS TO GOVERN WHERE APPLICABLE.** The election laws of the State, where applicable, and except where the same would be in conflict with the special provisions of the Charter, shall apply to all elections held in the City of Bixby. Contest alleging irregularities or fraud pertaining to election results shall be filed pursuant to and in accordance with state law.

**SECTION 7. APPROVAL OF PROCLAMATION.** The Special Election Proclamation of even date, a copy of which is on file with the City Clerk and which is incorporated herein by reference, calling said election is hereby approved in all respects, and the Mayor, or Vice Mayor, is hereby authorized to execute said Special Election Proclamation on behalf of the City, and the City Clerk is hereby authorized to attest and affix the seal of the City to said Special Election Proclamation.

**SECTION 8. TRANSMISSION TO COUNTY ELECTION BOARD.** The City Clerk shall serve, or cause to be served, a copy of this Resolution and the Special Election Proclamation upon the office of the Tulsa County Election Board, at least seventy-five (75) days prior to the date of the election as required by law. A copy of the Ordinance No. 2550 and this Resolution shall be published as required by law.

**SECTION 9. SUBMISSION TO GOVERNOR.** The City Clerk is directed, upon approval of any of the propositions listed above, to submit Ordinance No. 2550 to the Governor of the State of Oklahoma for approval.

**SECTION 10. SEVERABILITY.** If any section, subsection, sentence, clause, phrase, or portion of this Resolution is, for any reason, held invalid or unconstitutional, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of the Resolution.

**PASSED AND APPROVED BY THE COUNCIL OF THE CITY OF BIXBY, OKLAHOMA**  
on THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026.

**CITY OF BIXBY, OKLAHOMA**  
**A Municipal Corporation**

\_\_\_\_\_  
**Mayor**

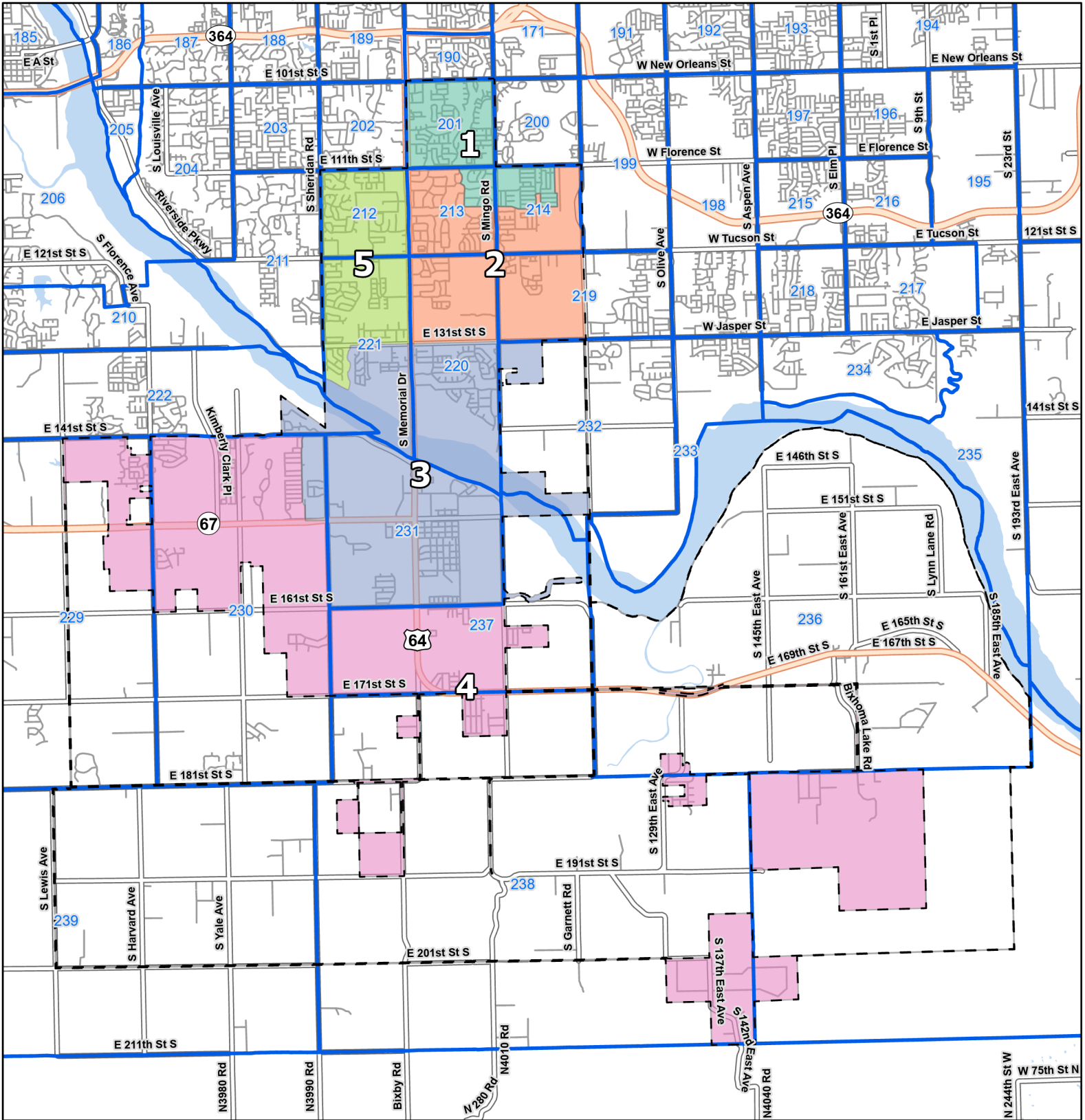
**ATTEST:**

\_\_\_\_\_  
**City Clerk**

**APPROVED AS TO FORM AND LEGALITY** on THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026.

\_\_\_\_\_  
**City Attorney**

# Bixby City Council District Boundaries



## Wards

- 1
- 2
- 3
- 4
- 5

Corporate Limit Boundary

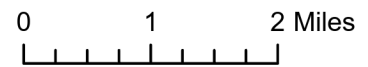
Precinct Boundaries

Highways

Major Arterials

Streets

Water Bodies



# Consent Agenda Item Commentary

## Item Title

Discussion, consideration, and possible vote on Resolution No. 2026-8: A Resolution Authorizing the Calling and Holding of a Special Election in the City of Bixby, Tulsa County, Oklahoma, on Tuesday, June 16, 2026, for the Purpose of Submitting to the Qualified Electors of the City Proposed Changes to the Bixby City Charter as Identified in Ordinance No. 2551.

## Initiator

JT Hammons

## Staff Information Source

JT Hammons

## Background

## Exhibits

1. Res 2026-8 Charter Amend Resolution - Fin Mgmt - Final Draft
2. Ward Map 2023- Add to Election Resolution (3)

## Key Issue

## Council Action

## Recommendation

**Item No:** 9.

## Meeting Date

March 23, 2026

## Meeting

20260323 City Council Agenda

**RESOLUTION NO. 2026-8**

**A RESOLUTION AUTHORIZING THE CALLING AND HOLDING OF A SPECIAL ELECTION IN THE CITY OF BIXBY, TULSA COUNTY, STATE OF OKLAHOMA, ON TUESDAY, THE 16<sup>TH</sup> DAY OF JUNE, 2026, FOR THE PURPOSE OF SUBMITTING TO THE QUALIFIED ELECTORS OF THE CITY OF BIXBY, TULSA COUNTY, OKLAHOMA, THE QUESTION OF THEIR APPROVAL OR REJECTION OF PROPOSED CHANGES TO THE BIXBY CITY CHARTER AS IDENTIFIED IN ORDINANCE NO. 2551, AND FOR OTHER PURPOSES.**

**WHEREAS**, the Bixby City Council has recommended changes to the Bixby City Charter be presented to the qualified electors of the City of Bixby; and

**WHEREAS**, under the provisions of the Bixby City Charter, such amendments or revisions must be submitted to and approved by a majority of the registered voters of the City voting at such election before such amendments or revisions shall become effective; and

**WHEREAS**, the City Council of the City of Bixby, Oklahoma, deems it in the best interest of the City that the following proposed changes to the Charter of the City of Bixby be submitted for the consideration of the electors and that the vote on such changes should occur at the special municipal election to be held in the City of Bixby on the June 16, 2026.

**BE IT RESOLVED** by the Bixby City Council, Tulsa County, State of Oklahoma:

**SECTION 1.** That the Mayor of the City of Bixby, Oklahoma, or in his absence or incapacity, the duly qualified Vice Mayor, be and hereby is authorized and directed to call a special election to be held in the City of Bixby, Oklahoma, on June 16, 2026, for the purpose of submitting to the registered, qualified voters of said City of Bixby, Oklahoma, for their approval or rejection the following propositions:

**Proposition No. 2**

This proposal seeks to amend the Charter of the City of Bixby, Oklahoma, designating the City Treasurer as the officer responsible for all financial management functions of the City of Bixby. The details regarding implementation of this proposition can be found in Ordinance No. 2551. Shall the proposition be approved?

/ \_\_\_\_ /      YES   -      FOR THE PROPOSITION

/ \_\_\_\_ /      NO     -      AGAINST THE PROPOSITION

**SECTION 2. CONDUCT OF ELECTION.** The election shall be conducted by the Tulsa County Election Board in accordance with the City Charter and state law that is not in conflict with said Charter. The official precinct returns shall be received by the Tulsa County Election Board and submitted to the Bixby City Council.

**SECTION 3. PERSONS ELIGIBLE TO VOTE.** All registered voters of the City of Bixby, Oklahoma, who are qualified to vote under the laws of the State of Oklahoma, shall be eligible to vote in this election.

**SECTION 4. ABSENTEE BALLOTS.** Absentee ballots shall be provided for in accordance with state law.

**SECTION 5. ELECTION OFFICIALS, HOURS OF ELECTION & POLLING PLACES.** An Inspector, a Judge, and a Clerk shall serve in each precinct. Such precinct boundaries and precinct officials shall be as determined by the Tulsa County Election Board. The Polls for said election shall be opened at 7:00 o'clock a.m. on Tuesday, June 16, 2026, and shall remain open continuously until and be closed at 7:00 o'clock p.m. of said Election Day. The number and location of the polling places of said Election Day shall be as determined by the Tulsa County Election Board. Substitution of election officials and polling places shall occur only in accordance with state law. As provided in 26 O.S. § 13-103, the City authorizes the Tulsa County Election Board to open all precinct polling places located within the municipal boundaries of the City.

**SECTION 6. STATE ELECTION LAWS TO GOVERN WHERE APPLICABLE.** The election laws of the State, where applicable, and except where the same would be in conflict with the special provisions of the Charter, shall apply to all elections held in the City of Bixby. Contest alleging irregularities or fraud pertaining to election results shall be filed pursuant to and in accordance with state law.

**SECTION 7. APPROVAL OF PROCLAMATION.** The Special Election Proclamation of even date, a copy of which is on file with the City Clerk and which is incorporated herein by reference, calling said election is hereby approved in all respects, and the Mayor, or Vice Mayor, is hereby authorized to execute said Special Election Proclamation on behalf of the City, and the City Clerk is hereby authorized to attest and affix the seal of the City to said Special Election Proclamation.

**SECTION 8. TRANSMISSION TO COUNTY ELECTION BOARD.** The City Clerk shall serve, or cause to be served, a copy of this Resolution and the Special Election Proclamation upon the office of the Tulsa County Election Board at least seventy-five (75) days prior to the date of the election as required by law. A copy of the Ordinance No. 2551 and this Resolution shall be published as required by law.

**SECTION 9. SUBMISSION TO GOVERNOR.** The City Clerk is directed, upon approval of any of the propositions listed above, to submit Ordinance No. 2551 to the Governor of the State of Oklahoma for approval.

**SECTION 10. SEVERABILITY.** If any section, subsection, sentence, clause, phrase, or portion of this Resolution is, for any reason, held invalid or unconstitutional, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of the Resolution.

**PASSED AND APPROVED BY THE COUNCIL OF THE CITY OF BIXBY, OKLAHOMA**  
on THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_.

**CITY OF BIXBY, OKLAHOMA**  
**A Municipal Corporation**

\_\_\_\_\_  
**Mayor**

**ATTEST:**

\_\_\_\_\_  
**City Clerk**

**APPROVED AS TO FORM AND LEGALITY** on THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
**City Attorney**



# Consent Agenda Item Commentary

## Item Title

Discussion, consideration, and possible vote on the Proclamation of Special Election and Notice of Election calling a special election on June 16, 2026, for the purpose of submitting to the registered, qualified voters of the City of Bixby, Oklahoma, Proposition No. 1 concerning an amendment to the Bixby City Charter related to the appointment of the City Manager, as set forth in Ordinance No. 2550.

## Initiator

JT Hammons

## Staff Information Source

JT Hammons

## Background

## Exhibits

1. Charter Change Proclamation - City Manager - 2026

## Key Issue

## Council Action

## Recommendation

**Item No:** 10.

## Meeting Date

March 23, 2026

## Meeting

20260323 City Council Agenda



**OFFICE of the MAYOR**  
*City of Bixby, OK*

**Brad Girard**  
Mayor

111 N Cabaniss Ave  
Bixby, OK 74008  
918-366-4430

**PROCLAMATION OF SPECIAL ELECTION  
AND NOTICE OF ELECTION**

I, **Brad Girard**, Mayor of the City of Bixby, Oklahoma, pursuant to the power vested in me pursuant to the Bixby City Charter, the laws of the State of Oklahoma, and Resolution No. 2026-7 of the City of Bixby, Oklahoma, do hereby declare the following:

1. A special election is hereby called, and notice of the same is hereby given, to be held in the City of Bixby, Oklahoma, on June 16, 2026, for the purpose of submitting to the registered, qualified voters of the City for their approval or rejection of the proposed Proposition.
2. The substance of the proposed Proposition is as follows:

**Proposition No. 1**

This proposal seeks to amend the Charter of the City of Bixby, Oklahoma, by mandating the City Council appoint the City Manager solely on the basis of education and experience. The details regarding implementation of this proposition can be found in Ordinance No. 2550. Shall the proposition be approved?

/ \_\_\_\_ / YES - FOR THE PROPOSITION

/ \_\_\_\_ / NO - AGAINST THE PROPOSITION

3. Only the registered, qualified voters of the City of Bixby, Oklahoma, may vote upon the Proposition as above set forth.
4. The polls shall be opened at 7:00 o'clock a.m. and shall remain open continuously until and be closed at 7:00 o'clock p.m.
5. The special election shall be held at the same places and in the same manner prescribed by law for conducting county and state elections and the numbers and locations of the polling places and the persons who shall conduct said election shall be the same as for county and state elections, all as respectively designated and prescribed by the Tulsa County Election Board. As provided in 26 OS § 13-103, the City authorizes the Tulsa County Election Board to open all precinct polling places located within the municipal boundaries of the City.

6. Copies of this Proclamation shall be delivered to the City Clerk of the City of Bixby, Oklahoma, and to the Secretary of the Tulsa County Election Board, Oklahoma, who shall cause this proclamation to be implemented as appropriate.

**IN WITNESS WHEREOF**, I have set my hand and caused the Seal of the City of Bixby to be affixed hereto this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**BY THE MAYOR OF THE CITY OF  
BIXBY, OKLAHOMA**

**Attest:**

\_\_\_\_\_  
**Brad Girard**

\_\_\_\_\_  
**City Clerk**

# Consent Agenda Item Commentary

## Item Title

Discussion, consideration, and possible vote on the Proclamation of Special Election and Notice of Election calling a special election on June 16, 2026, for the purpose of submitting to the registered, qualified voters of the City of Bixby, Oklahoma, Proposition No. 2 concerning an amendment to the Bixby City Charter related to designating the City Treasurer as the officer responsible for all financial management functions, as set forth in Ordinance No. 2551.

## Initiator

JT Hammons

## Staff Information Source

JT Hammons

## Background

## Exhibits

1. Charter Change Proclamation - Fin Mgmt - 2026

## Key Issue

## Council Action

## Recommendation

**Item No:** 11.

## Meeting Date

March 23, 2026

## Meeting

20260323 City Council Agenda



**OFFICE of the MAYOR**  
*City of Bixby, OK*

**Brad Girard**  
Mayor

111 N Cabaniss Ave  
Bixby, OK 74008  
918-366-4430

**PROCLAMATION OF SPECIAL ELECTION  
AND NOTICE OF ELECTION**

I, **Brad Girard**, Mayor of the City of Bixby, Oklahoma, pursuant to the power vested in me pursuant to the Bixby City Charter, the laws of the State of Oklahoma, and Resolution No. 2026-8 of the City of Bixby, Oklahoma, do hereby declare the following:

1. A special election is hereby called, and notice of the same is hereby given, to be held in the City of Bixby, Oklahoma, on June 16, 2026, for the purpose of submitting to the registered, qualified voters of the City for their approval or rejection of the proposed Proposition.
2. The substance of the proposed Proposition is as follows:

**Proposition No. 2**

This proposal seeks to amend the Charter of the City of Bixby, Oklahoma, designating the City Treasurer as the officer responsible for all financial management functions of the City of Bixby. The details regarding implementation of this proposition can be found in Ordinance No. 2551. Shall the proposition be approved?

/ \_\_\_\_ / YES - FOR THE PROPOSITION

/ \_\_\_\_ / NO - AGAINST THE PROPOSITION

3. Only the registered, qualified voters of the City of Bixby, Oklahoma, may vote upon the Proposition as above set forth.
4. The polls shall be opened at 7:00 o'clock a.m. and shall remain open continuously until and be closed at 7:00 o'clock p.m.
5. The special election shall be held at the same places and in the same manner prescribed by law for conducting county and state elections and the numbers and locations of the polling places and the persons who shall conduct said election shall be the same as for county and state elections, all as respectively designated and prescribed by the Tulsa County Election Board. As provided in 26 O.S. § 13-103, the City authorizes the Tulsa County Election Board to open all precinct polling places located within the municipal boundaries of the City.

6. Copies of this Proclamation shall be delivered to the City Clerk of the City of Bixby, Oklahoma, and to the Secretary of the Tulsa County Election Board, Oklahoma, who shall cause this proclamation to be implemented as appropriate.

**IN WITNESS WHEREOF**, I have set my hand and caused the Seal of the City of Bixby to be affixed hereto this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**BY THE MAYOR OF THE CITY OF  
BIXBY, OKLAHOMA**

**Attest:**

\_\_\_\_\_  
**Brad Girard**

\_\_\_\_\_  
**City Clerk**

# Consent Agenda Item Commentary

**Item Title**

Motion to Enter into Executive Session:

Motion to enter into Executive Session for the purpose of confidential communications between the City Council and its attorney regarding the employment of the City Prosecutor, as authorized by 25 O.S. § 307(B)(1), and to return to Open Session to take any necessary action.

**Initiator**

Brad Girard

**Staff Information Source**

Brad Girard

**Background****Exhibits****Key Issue****Council Action****Recommendation**

**Item No:** 12.

**Meeting Date**

March 23, 2026

**Meeting**

20260323 City Council Agenda

# Consent Agenda Item Commentary

**Item Title**

Motion to Exit Executive Session.

**Initiator**

Brad Girard

**Staff Information Source**

Brad Girard

**Background**

**Exhibits**

**Key Issue**

**Council Action**

**Recommendation**

**Item No:** 13.

**Meeting Date**

March 23, 2026

**Meeting**

20260323 City Council Agenda

# Consent Agenda Item Commentary

**Item Title**

Consider and take any necessary action resulting from the discussions held during the Executive Session regarding the City Prosecutor.

**Initiator**

Brad Girard

**Staff Information Source**

Brad Girard

**Background**

**Exhibits**

**Key Issue**

**Council Action**

**Recommendation**

**Item No:** 14.

**Meeting Date**

March 23, 2026

**Meeting**

20260323 City Council Agenda

# Consent Agenda Item Commentary

**Item Title**

City Manager's Report

**Initiator**

Joey Wiedel

**Staff Information Source**

Joey Wiedel

**Background**

**Exhibits**

**Key Issue**

**Council Action**

**Recommendation**

**Item No:** 15.

**Meeting Date**

March 23, 2026

**Meeting**

20260323 City Council Agenda