

City Council Work Session Meeting Minutes

Bixby Municipal Building
111 N. Cabaniss Ave., Bixby, OK 74008
March 23, 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 19, 2026, on or before 5:00 p.m.

Call to Order

Mayor Girard called the Bixby City Council Work Session Meeting to order at 5:00 pm.

Councilor Hirshey gave the Invocation.

Roll Call

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

Members Present:

Mayor Girard
Vice Mayor Schultz
Councilor Hirshey
Councilor David arrived at 5:03
Councilor Payne

Staff Present:

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

Agenda

- 1) Presentation of the Organizational Chart and wage increase for Public Works and Parks Department.

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

Item presented by: Dylan Warner, Public Works Director and John Wood, Parks Director

Others who spoke: Nathan Radach, Assistant Public Works Director; Kim Coody, Interim Assistant City Manager.

A handout was provided to the Council and attached to minutes.

Discussion was held regarding the organizational structure of the Public Works Department. Additional discussion focused on employee promotion opportunities, wage increases, and training initiatives within the department. It was noted that four drones have been purchased, and staff have received group training to utilize this technology for city mapping purposes. This marks the first time the City has funded training for these departments. The training programs and associated pay increases are intended to support employee retention efforts.

John Woods, Parks Director, also presented on the Parks Department organizational structure, noting that the department has experienced significant growth in recent years. He indicated that the Parks Department organizational chart is being modeled after that of the Public Works Department.

2) Presentation and discussion on potential Bond projects.

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

Item presented by: Dylan Warner, Public Works Director.

Others who spoke: Kim Coody, Interim Assistant City Manager; Nathan Radach, Assistant Public Works Director; Todd Blish, Chief of Police; Bryan Toney, Public Information Officer; Joey Weidel, City Manager.

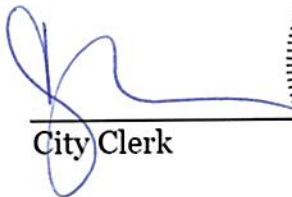
Handouts were provided to Council and attached to minutes.

Discussion was held regarding potential bond projects and the allocation of approximately \$67 million. A presentation was provided outlining the needs of the Fire, Police, Information Technology (IT), Parks, and Public Works Departments. Councilors were provided with a ranking sheet to prioritize projects they consider most important for funding.

Further discussion focused on Public Works needs, particularly street repairs, and whether the list provided to the Council accurately reflects current repair priorities.

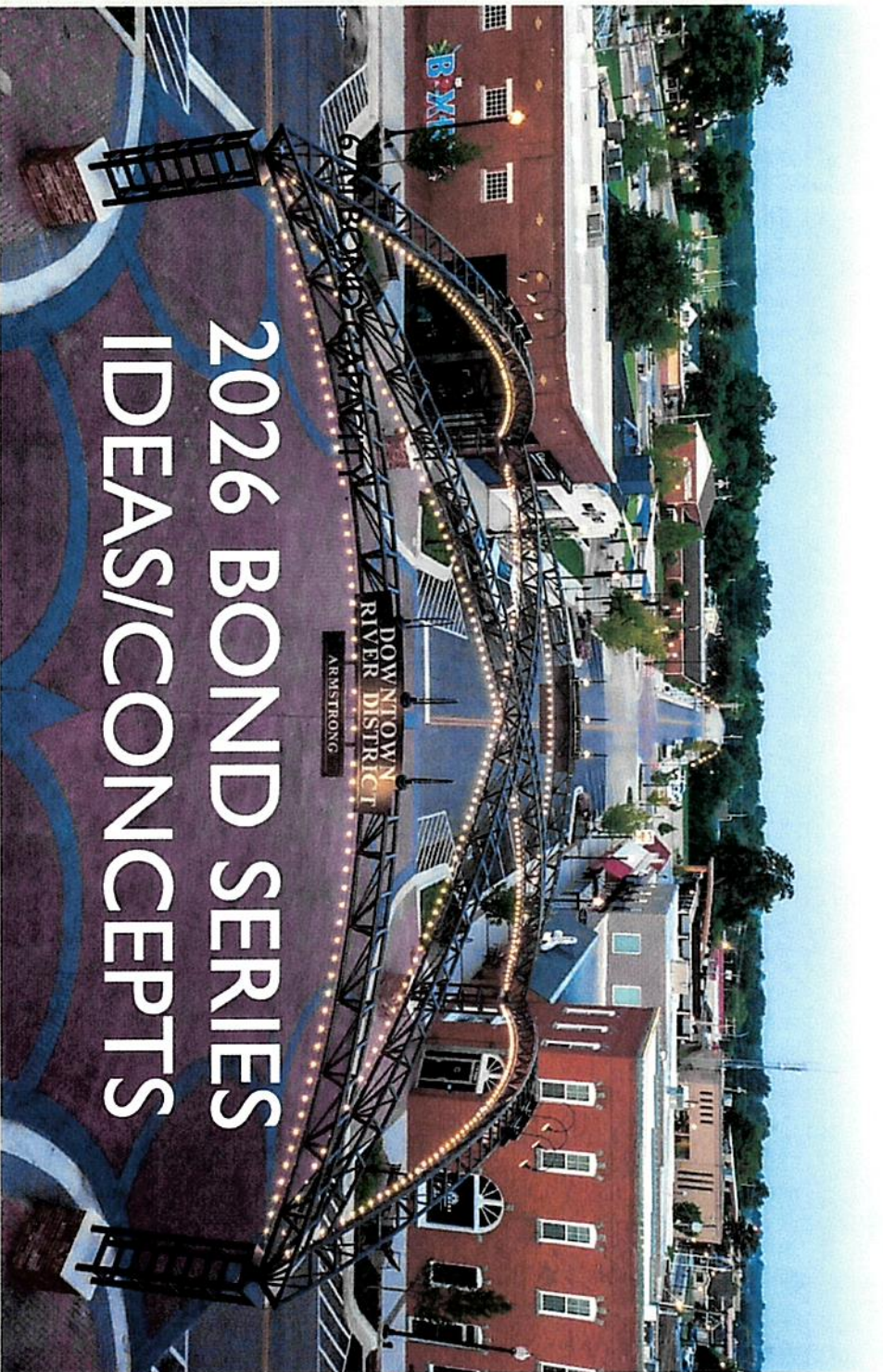
3) Adjournment

Adjournment was called at 5:59 pm.


City Clerk




Mayor



2026 BOND SERIES IDEAS/CONCEPTS



FIRE PROPOSED PROJECTS

- CADS and Radio Equipment - \$3 million
- Fire Station 3 new construction – \$9.4 million
- Fire Station 2 expansion - \$4.6 million

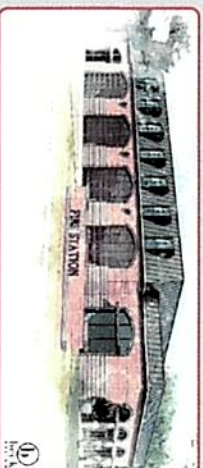
• **Total = \$17 million**

Community Benefits

Improved Emergency Response Coverage – Strategically located stations allow firefighters to respond promptly.
Stronger Emergency Preparedness – The Station 2 expansion adds backup EOC and dispatch for large incidents.
Modern Facilities for Firefighters – Updated stations support firefighter safety, training, and wellness.
Long-Term Investment in Public Safety – These facilities support Bixby's emergency services for the next 30–50 years.

New Fire Station – Southern Bixby

A new fire station in southern Bixby will improve emergency response and support continued growth. The facility will house emergency vehicles and provide living and operational space for firefighters working 24-hour shifts.



Key Features

- Approximately 15,700 sq. ft.
- Four apparatus bays for emergency vehicles
- Firefighter living quarters for 8 and command space.
- Training and operational support areas
- Equipment storage and decontamination rooms
- Fitness / wellness space for firefighter readiness

Fire Station 2 Expansion

Station 2 serves northern Bixby. Expanding the existing facility will modernize the station and provide additional space for staffing equipment, and operations to maintain strong emergency response coverage.

Key Improvements

- Expansion to about 17,000 sq. ft.
- Additional apparatus bays
- 7 additional firefighter bunks
- Gear storage and decontamination areas
- Fitness and wellness space
- Space for a police substation
- Training room that also serves as a backup EOC/dispatch center.



POLICE PROPOSED PROJECTS

- Animal Shelter – \$3 to \$4.5 million
- **Total = \$3 to \$4.5 million**



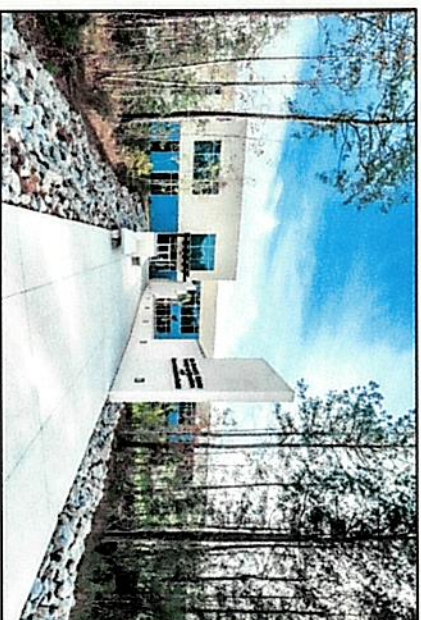
OKC 70,000sf \$42 million



IT PROPOSED PROJECTS

- EM Office Building with EOC, IT Disaster Server Facility room, and backup 911 center - \$6.5 million

- **Total = \$6.5 million**

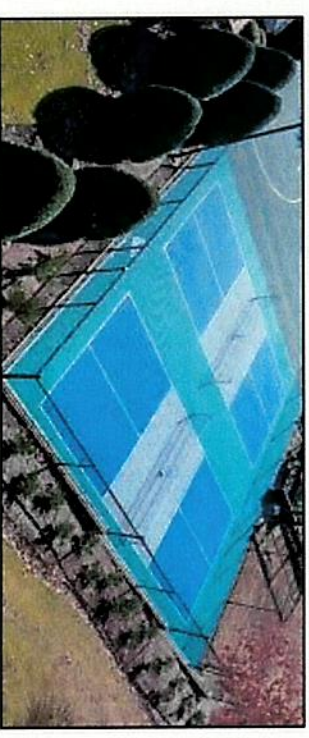
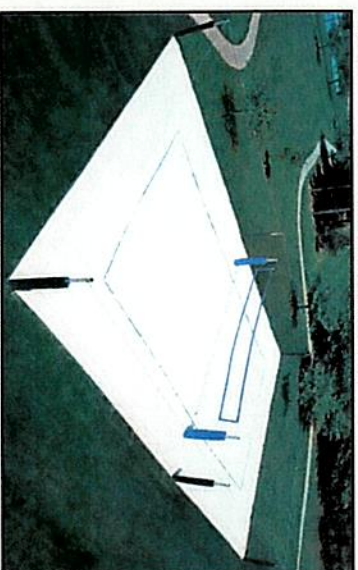


PARKS PROPOSED PROJECTS



- Moore Property Field Lighting = \$200,000
- Multi-Purpose #2 Field Lighting = \$175,000
- Quad 2 / Pickleball / Sand Volleyball additional parking (75 spots) = \$375,000

• **Total = \$750,000**



PUBLIC WORK PROPOSED PROJECTS



- Sewer connection to Haikey Creek – \$10 to \$15 million (\$11 million old study '13 provided by Jacobs)
- Water Tower – \$10 to \$15 million (Edmond \$10 million '23 for 2 million gal, Broken Arrow \$10.5 million '24 for 2.5 million gal)
- 131st Memorial to Mingo new proposed with major growth coming needs to be 5 lanes, bonded currently is 3 lane and proposed around \$6 million (actual current \$9.1 million) - \$15 million total so (\$9 million needed)
- 181st connection up the hill for secondary access to lake for new development and safety for the area - \$10 million
- 101st Memorial to Mingo - \$10 to \$15 million
- Bixhoma Lake Road Waterline Upgrade - \$1.6 million
- Sheridan Road and Drainage 131st to 121st - ? million
- Mingo from 171st to 161st - ? million
- Fleet Facility for up to 400 vehicles – \$21 million (\$30 million for facility Owasso)



Total = Low End - \$71,600,000
Total = High End - \$86,600,000



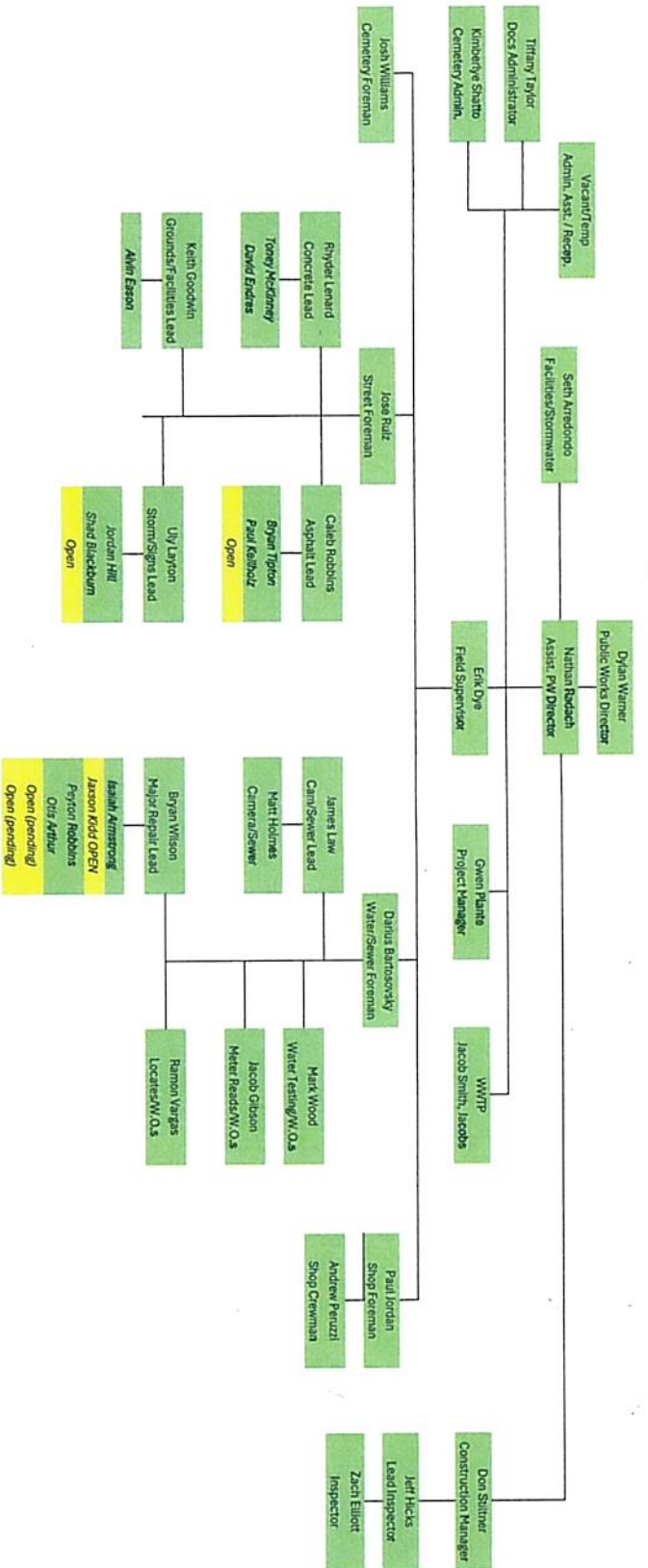
PROPOSED TOTAL BOND CAPACITY (\$67 MILLION AVAILABLE)

Future Bond Election		
General Obligation Bonds, Series 2026B (Future)	11/1/2026	6,500,000
General Obligation Bonds, Series 2027 (Future)	11/1/2027	16,000,000
General Obligation Bonds, Series 2028 (Future)	11/1/2028	9,500,000
General Obligation Bonds, Series 2029 (Future)	11/1/2029	8,500,000
General Obligation Bonds, Series 2030 (Future)	11/1/2030	27,000,000
Avg Levy		
Total	13.40	\$67,500,000

- Low End = \$98,850,000
- High End = \$115,350,000

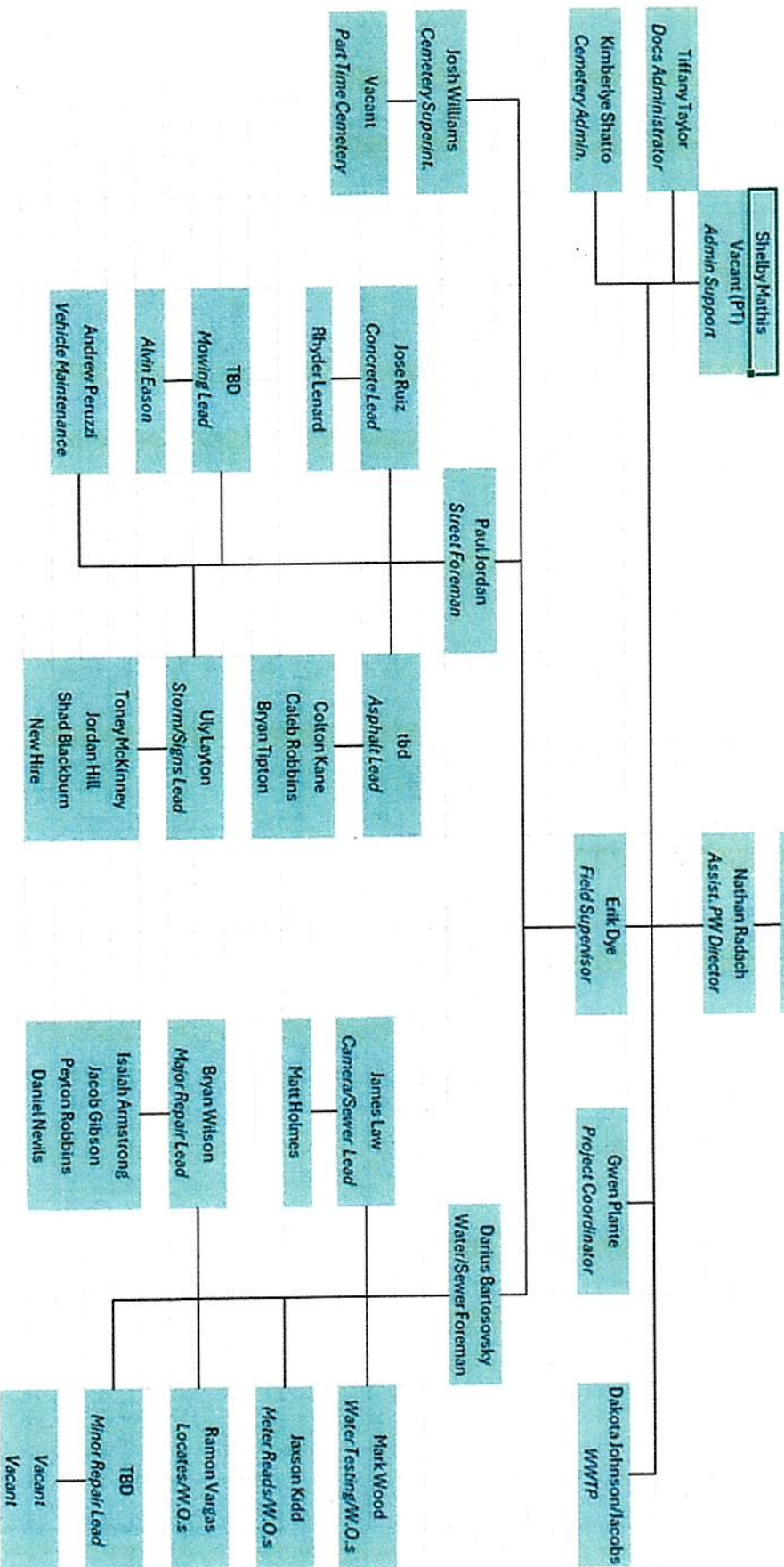


City of Bixby Public Works Operations Organization Chart



Streets - Currently at 12 staff, 2 Crewman Openings (external)
Water - Currently at 11 staff, 3 crewmen openings (2 pending)

City of Bixby Public Works Operations Organization Chart Proposed



Required Trainings, No Stipend/Wage Modification

Effective 7/1/2026

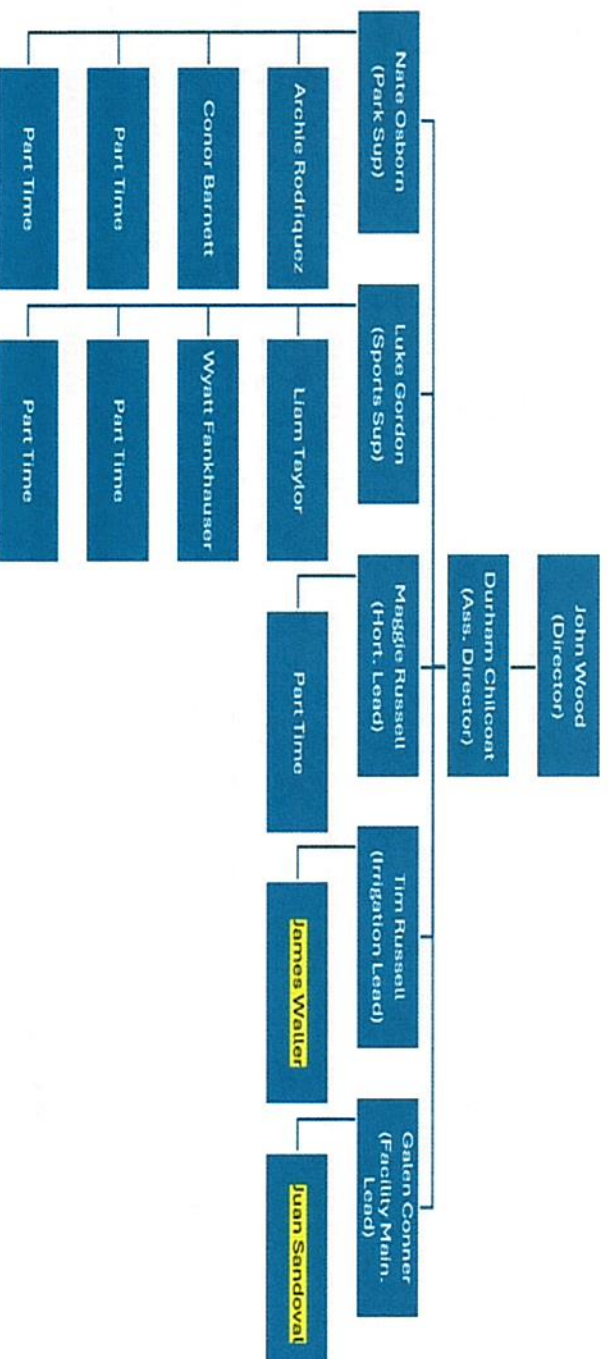
Certification	Wage Increase	City Investment	Total Investment	Notes
	Hrs	Cost	est \$25/hr	
First Aid/CPR	None	4 \$ -	\$ 100.00	Provided by Bixby FD
OSHA 10-HR	None	10 \$ 37.00	\$ 287.00	Flat Fee of \$1100 for In-Person Trainings
Water/Wastewater Class "D"	None	32 \$ 150.00	\$ 950.00	Flat Fee of \$3600 for "D" and "C" combined
Flaggers Certification	None	4 \$ 87.55	\$ 187.55	In-Person Training, meets MUTC Reqs.
ICS 100 - Introduction to the Incident Command System	None	4 \$ -	\$ 100.00	
ICS 200 - Basic Incident Command System	None	4 \$ -	\$ 100.00	
ICS 700 - Introduction to NIMS	None	4 \$ -	\$ 100.00	
ICS 800 - National Response Plan	None	4 \$ -	\$ 100.00	
Total Investment Per Employee			\$ 1,924.55	

Optional Trainings, No Stipend/Wage Modification

Certification	Wage Increase	City Investment	Total Investment	Notes
	Hrs	Cost	est \$25/hr	
Drone Certification	None	15 \$ 400.00	\$ 775.00	City-Funded, as needed

Certification	Wage Increase	City Investment	Total Investment	Notes
	Hrs	Cost	est \$25/hr	
OSHA 30-HR	1.50	30 \$ 160.00	\$ 910.00	
Water/WW "C" Certification	0.50	32 \$ 150.00	\$ 950.00	Flat fee of \$3600 for "D" and "C" Combined
Water/WW "B" Certification	1.50	8 \$ 500.00	\$ 700.00	Requires 1 year at Class C
Water/WW "A" Certification	2.00	8 \$ 500.00	\$ 700.00	Requires 1 Year at Class B
Operator Certification - Equipment	0.50	2 \$ 240.00	\$ 290.00	Multiple equipment (Backhoe, Skidsteer, etc)
Operator Certification - Heavy Equipment	1.00	30 \$ 750.00	\$ 750.00	Evaluating Cost/Effort
CDL Class B	1.00	65 \$ 2,500.00	\$ 4,125.00	
CDL Class A	2.00	110 \$ 3,000.00	\$ 5,750.00	
Pesticide Applicators Certification ROW	1.00	7 \$ 1,000.00	\$ 1,175.00	
Pesticide Applicators Certification T & O	1.00	10 \$ 1,000.00	\$ 1,250.00	
CCTV Camera Certification	0.50	7 \$ 500.00	\$ 675.00	
	12.50	\$ 9,550.00	\$ 17,275.00	

Parks Department



City of Bixby - Public Works Staff Modifications

Administration:

- Created Lead Inspector Role with promotion of existing staff, including wage increase
- Wage Increase for Inspector
- Wage Increase for Facilities/Safety/Stormwater Inspector

Future Planned Revisions:

- With the emphasis on Job Safety, split role of Facilities/Safety/Stormwater Inspector
- Open position for Stormwater Inspector to ensure adequate coverage
- Add "ADA Coordinator" to Facilities/Safety Position
- Add additional Inspector to ensure adequate coverage.
- Add Administrative Assistant/Project Coordinator to assist with routine duties and project management.

Operations - Streets:

- Created Field Lead Roles for Asphalt, Grounds/Facilities, Signs/Stormwater with promotions of existing staff
- Created Shop Foreman position with transfer of existing staff, including wage increase
- Promotion of staff to Streets Foreman
- Add future Temp/Part Time Assistance for summer grounds maintenance

Operations - Cemetery:

- Promoted Cemetery Supervisor to Cemetery Foreman, including wage increase
- Possibly add future temp/Part time assistance if needed for Cemetery Maintenance

Operations - Water:

- Created Field Lead Roles for Sewer/Camera team and Major Repair team with promotions of existing staff
- Wage Increase for Utility Foreman
- Created Shop Crewman position with transfer of existing staff, including wage increase
- Promotion of staff to Streets Foreman

City of Bixby – Parks

Administration:

- Created Lead Roles with promotion of existing staff, including wage increase
- Wage Increase for Assistant Director, Supervisors and Leads

Operations – Sports

- Created Sports Supervisor position with 2 full time and 2 part time

Operations - Parks

- Created Parks Supervisor with 2 full time and 2 part time

Operations - Horticulture

- Created Horticulture lead with 1 part time

Operations – Irrigation

- Created Irrigation lead with 1 full time

Operations – Facility Maintenance

- Created Facilities Lead with 1 full time

Certification	Stipend or Wage Modification
Obtaining Applicator License with 1 category	\$1 hour
Obtaining additional categories	\$0.50 hour
Obtaining service technician certification	\$0.50 hour
Obtaining CDL certification	\$1 hour each following year additional 1% increase