

City Council Work Session Meeting Minutes

Bixby Municipal Building
111 N. Cabaniss Ave., Bixby, OK 74008
April 27, 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 April 23 2026, on or before 5:00 p.m.

Call to Order

Mayor Girard called the City Council Work Session to order at 5:01 pm.

Roll Call

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

Members Present:

Mayor Girard
Vice Mayor Schultz
Councilor Hirshey
Councilor David
Councilor Payne

Staff Present:

Joey Wiedel, City Manager
Kim Coody, Interim Assistant City Manager
Matt Price, Assistant City Attorney
Shannon Duran, City Clerk
Charles Barnes, Finance Director
Dylan Warner, Public Works Director
Todd Blish, Police Chief
Joe Sherrell, Fire Chief

Agenda

- 1) Presentation and discussion with City Council regarding development and finalization of the City of Bixby Vision and Mission Statement.

Mayor Girard asked to skip item 1 and move on to item 2.

Mayor Girard said Item 1 is up for discussion and consideration.
Item presented by: Kim Coody, Interim Assistant City Manager
Others who spoke: No one else spoke

A discussion ensued between staff and council regarding the City of Bixby's Vision and Mission Statements and potential updates. The group agreed to adopt "Big City Opportunity, Small Town

Heart” as the City’s vision tagline.

Further discussion focused on developing a strong vision statement that clearly expresses what the City aspires to become and ensuring the City retains control over the wording of the statement. The group also discussed the purpose of a mission statement, which defines what the City does and how it serves the community, in contrast to the vision statement, which describes what the City aims to achieve in the future.

No final action was taken at this time; discussion will continue at a future meeting.

- 2) Presentation and discussion by the Bixby Historical Society regarding a proposed expansion to their building. Presented by Victoria Oltmann from the Historical Society.

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

Item presented by: Victoria Oltmann, Historical Society

Others who spoke: Jerry (unable to hear last name)

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

Victoria Oltmann and Jerry of the Bixby Historical Society provided the Council with a brief overview of the organization, including a discussion regarding the building currently housing the Historical Society and the group’s proposed expansion plans. An overview of the recent work completed at the property was also presented. Phase I improvements will include grounds improvements, including grading and sod installation; a sprinkler system; electrical work; replacement of the concrete patio; and replacement of concrete sidewalks. Discussion also ensued regarding drainage concerns around the property.

- 3) Presentation and discussion of the City of Bixby FY-27 budget update.

Mayor Girard said Item 3 is up for discussion and consideration.

Item presented by: Charles Barnes, Finance Director

Others who spoke: No one else spoke

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

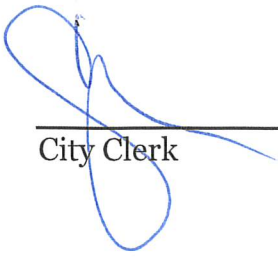
Charles Barnes presented the Council with an updated budget projection for Fiscal Year 2026. Discussion ensued regarding the budget study for the Fiscal Year 2027 budget. The purpose of the study is to assist the Council in understanding the various funds, reviewing changes over prior years, identifying potential growth, evaluating budgetary needs, and providing a quantitative analysis of City departmental workflows for the Bixby.

- 4) Adjournment

Adjournment was called at 5:57 pm.



Mayor



City Clerk

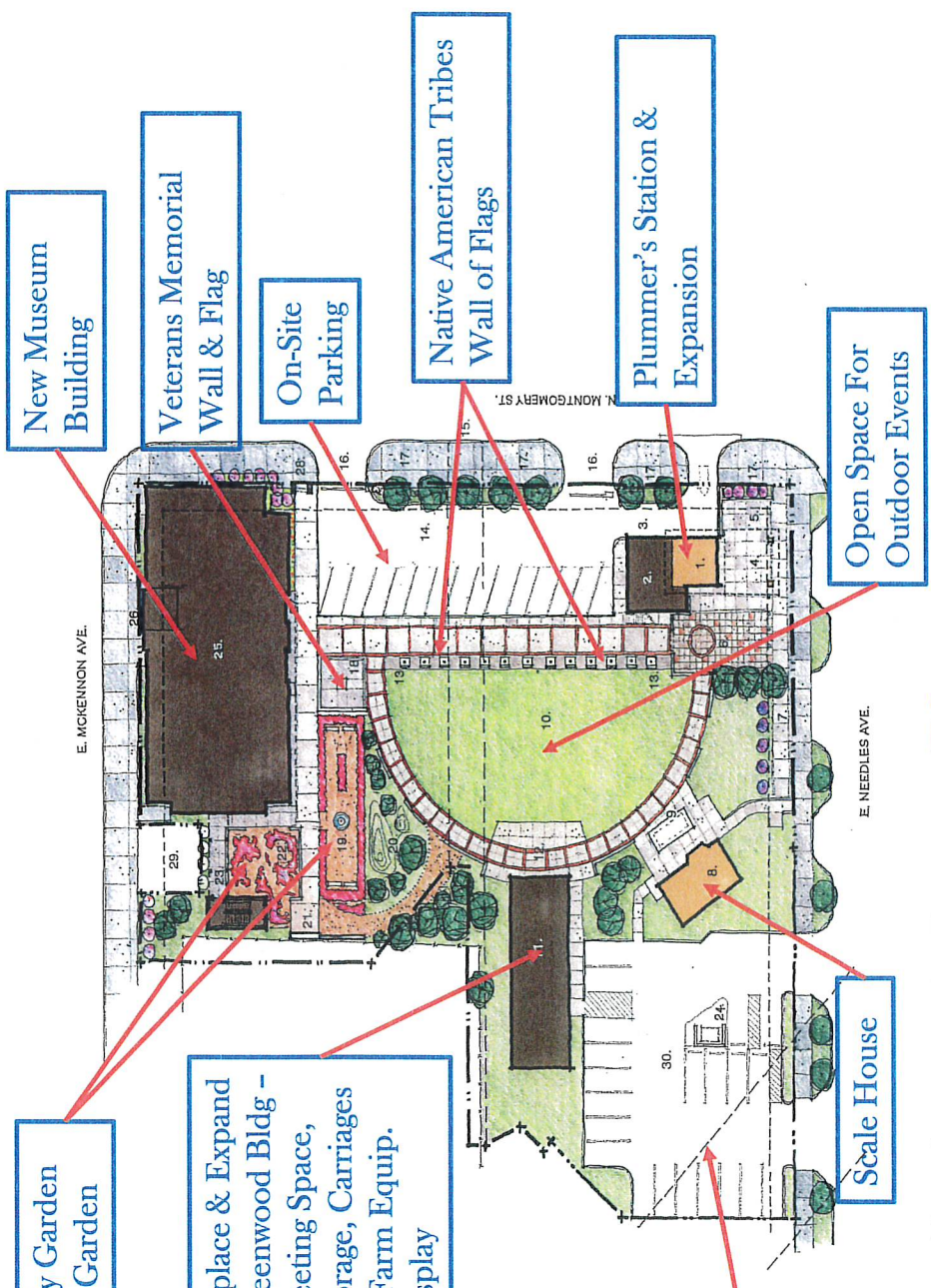


**Bixby Historical Society
Preliminary Site Development
Program**

**City of Bixby Presentation Update
April 27, 2026**

**BIXBY HISTORICAL SOCIETY
PRELIMINARY SITE PLAN**

1. EXISTING PLUMMERS STATION
Rehabilitate into New Coffee Shop
Additional Function: Kitchen and Back of House Functions
2. NEW ADDITION TO PLUMMERS STATION
COVERED ENTRY AND DINING AREA
3. COVERED ENTRY AND DINING AREA
4. DINING AREA (UNCOVERED)
5. GATED ENTRY AND CONTROL AREA
6. HIGHLIGHTED PAVING AREA FOR FUTURE STATUE
7. ORNAMENTAL FENCES AND LANDSCAPED AREA
8. EXISTING SCALE BUILDING
Small Museum Exhibits
9. OUTDOOR FARMING IMPLEMENT DISPLAY
OPEN GRASS AREA aka "THE FIELD"
10. NEW GREENWOOD BUILDING aka "THE BARN"
Demolish Existing Building and reconstruct Replica
Interior Displays for Farming Implements and Equipment
11. EXTERIOR DEMONSTRATION AREA
12. WALL OF FLAGS
13. Flagpole and Marker Celebrating Local Tribes
Designed to Provide a Concise History and Importance to Bixby
14. PARKING LOT
One Way Traffic - 13 Spaces Total
Parking Provided for Dedicated Building Area
15. VARIETY OF PLANTING AND LANDSCAPED UTILITY EASEMENT
16. ACCESS GATE AT PARKING ENTRY
17. LANDSCAPE / FENCE SEPARATION AT PROPERTY LINE
Design shall Conform with City of Bixby Zoning Code Requirements
18. BIXBY VETERANS MEMORIAL
Flagpole and Marker Celebrating Local Veteran's
Naming Wall with Military Branch Information
19. ROSE GARDEN
Circular Fountain and Seating Areas
20. PRAIRIE GRASS AREA AND LANDSCAPED KNOLL
21. BIXBY WALL OF CONTRIBUTORS
Including Monetary Gifts and Those Individuals that Represent Bixby to the Highest Standards
22. BUTTERFLY GARDEN
23. SECOND FLOOR EGRESS AND STAIR
24. REFUSE AREA
Masonry Wall with Solid Doors
NEW VENDOR MUSEUM BUILDING - 8,325 sq ft
Second Floor - 2,100 sq ft
25. Exhibition Areas, Conference Center with Kitchen and Administrative Offices
26. MUSEUM MAIN ENTRY
27. MUSEUM SECONDARY ENTRY FROM PARKING
28. MAN-GATE ACCESS TO REAR GROUNDS
Continuation of Building and Arched Entry Gate Construction
29. ONG CATHODIC PROTECTION TEST STATION
30. SECONDARY PARKING LOT
Two Way Traffic - 21 Spaces Total



Preliminary Master Plan

BIXBY HISTORICAL SOCIETY
Preliminary Site Plan
Scale: 1" = 20'



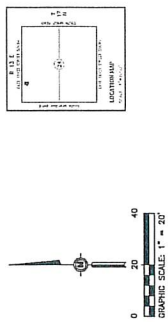
New Museum Concept

Looking SW From Intersection of E. McKennon & N. Montgomery



Open Space Area Concept
Looking North From Scale House to South Side of New Museum

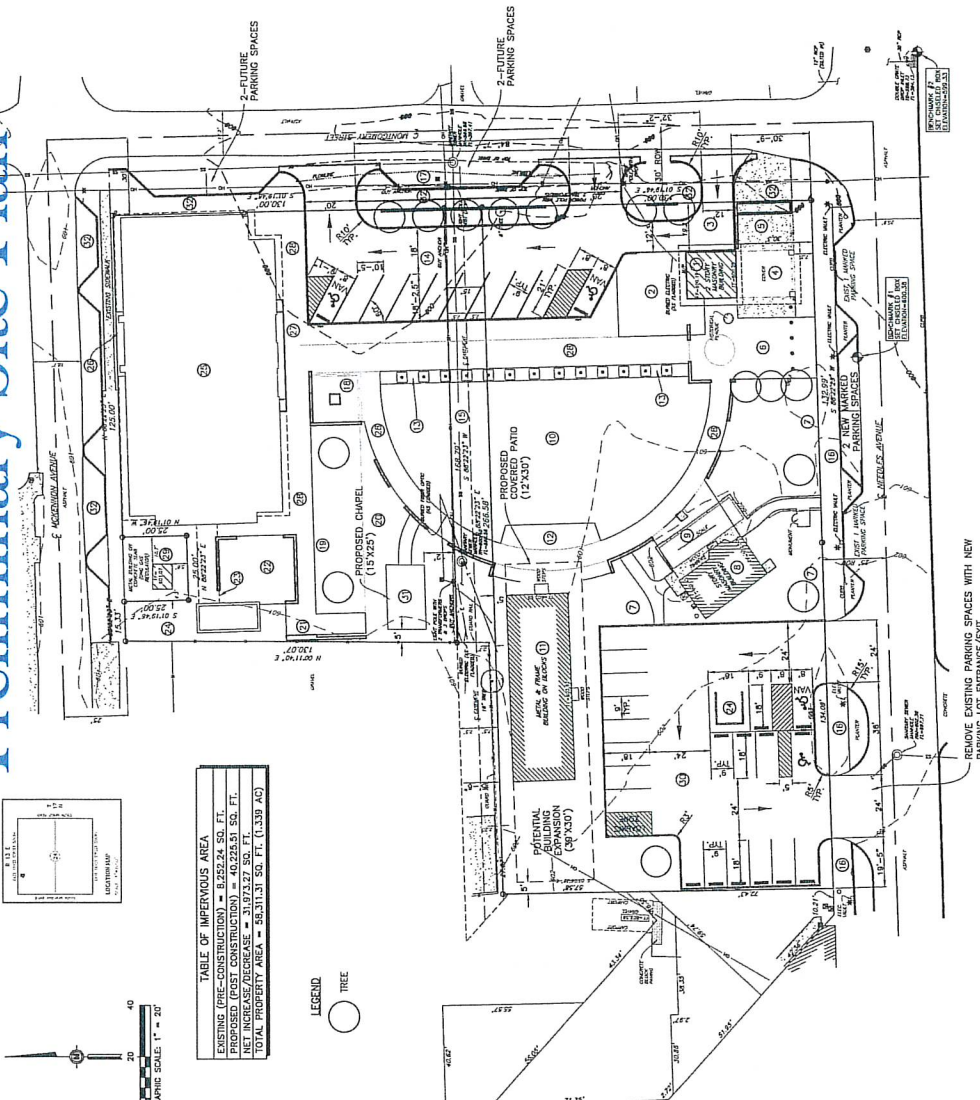
Preliminary Site Plan



EXISTING (PRE-CONSTRUCTION) = 8,792.24 SQ. FT.
NET INCREASE = 1,107.27 SQ. FT.
NET INCREASE/DECREASE = 3,197.47 SQ. FT. (1.339 AC)
TOTAL PROPERTY AREA = 58,311.31 SQ. FT. (1.339 AC)

LEGEND
 TREE

- SITE PLAN KEY NOTES:**
- EXISTING PLUMBER'S STATION (Rehabilitate into New Office Shop)
 - NEW ADDITION TO PLUMBER'S STATION (Addition to function as Accessory Building to Office, Reconstructed from former Plumber's Station)
 - NEW DRIVE THRU AMBULANCE SHOP
 - COVERED ENTRY AND SEATING AREA, CONC TO BE REPLACED
 - SEATING AREA (uncovered), CONC TO BE REPLACED
 - GATED ENTRY AND CONTROL AREA (highlighted Paving Area for Future State)
 - LANDSCAPED AREA
 - EXISTING SCALE BUILDING (Small Museum Exhibits)
 - PLATFORM SCALE & OUTDOOR FARMING IMPLEMENT DISPLAY
 - OPEN GRASS AREA aka "THE FIELD"
 - NEW GREENWOOD BUILDING AND MEETING AREA AND EXHIBIT AREA (to be constructed with existing building and addition of new building for a wing (Instruments and Equipment))
 - EXTERIOR DEMONSTRATION AREA
 - WALL OF FLAGS (Flagpole and Master Celebrating Local Tribes Designed to Provide a Concise History and Importance to History)
 - ASPHALT PARKING LOT WITH CONCRETE CURB & GUTTER (One Way Traffic - 10 Spaces Total. Paving Provided for 10,000 sq ft of Paving with 10 Spaces (from 1000 sq ft of Paving))
 - VACATED ALLEY AND DEDICATED UTILITY EASEMENT
 - EXISTING CONCRETE SIDEWALK
 - LANDSCAPE AREA (RECONSTRUCTED) (USE Design Small Garden with City of Bixby Building Code Requirements)
 - BIBBY VETERANS MEMORIAL (Flagpole and Master Celebrating Local Tribes (being and National Library (from Reconstruction))
 - ROSE GARDEN
 - GRASS AREA AND LANDSCAPED HOLL
 - BIBBY WALL OF CONTRIBUTORS
 - BUTTERFLY GARDEN
 - SECOND FLOOR GRESS AND STAIR TO MUSEUM
 - REFUSE AREA
 - NEW TWO-STORY MUSEUM BUILDING - 8,425 sq ft
 First Floor - 6,325 sq ft
 Second Floor - 2,100 sq ft
 Conference Area, Conference Center with Kitchen and Administrative Office
 - MUSEUM MAIN ENTRY
 - MUSEUM SECONDARY ENTRY FROM PARKING
 - CONCRETE SIDEWALK
 - ONG CATHODIC PROTECTION TEST STATION
 - SECONDARY PARKING LOT (One Way Traffic - 20 Spaces Total) Asphalt with Concrete Curb & Gutter, Potential for Underground Storm Water Detention
 - BE-AMER CHIMNEY (PROPOSED)
 - EUTURE SIDEWALK AND PARKING ON STREET BY CITY OF BIXBY



CASEMENT ENGINEERING, LLC
 CIVIL AND AGRICULTURAL SERVICES
 204 S. 8th St.
 OKMUSKOGEE, OK 74050-0588
 PHONE: 918.740.7650
 EMAIL: CASEMENT@SYNCHRO.COM
 CERTIFICATE OF AUTHORIZATION NO. 5433
 EXPIRES JUNE 30, 2026

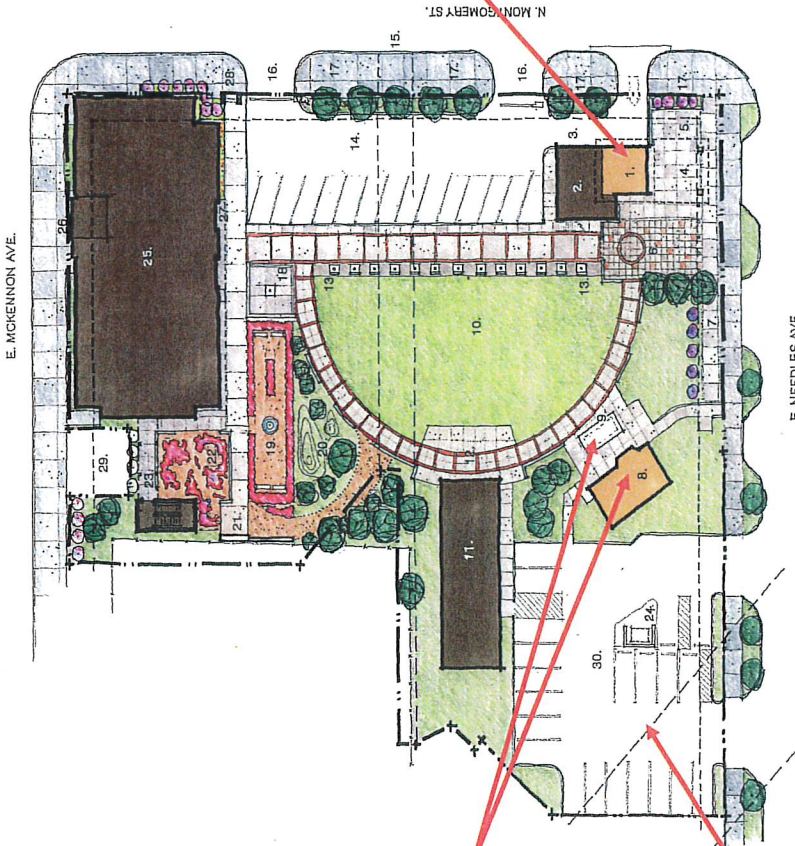
SITE PLAN

BIXBY HISTORICAL SOCIETY

BIXBY, OK

DATE: 02/27/2025
 DRAWN BY: [REDACTED]
 CHECKED BY: [REDACTED]
 SCALE: AS SHOWN

C1
 SHEET



**Phase 1 Improvements
Plumbers Station**

- New Roof
- New Windows
- New Entry Door
- Heating & Air Conditioning

Scale House Improvements

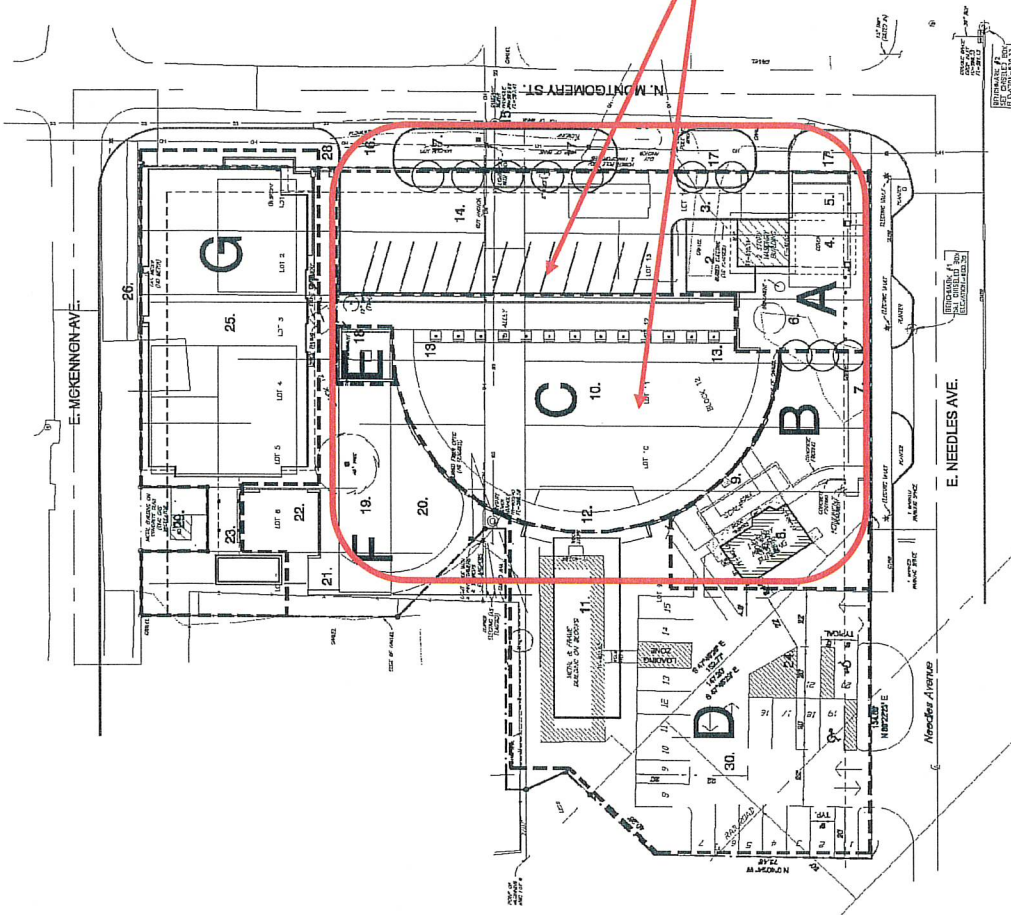
- Interior Renovation for Interim Museum
- Access Sidewalk
- New Sign
- Calibrated Scale

Removed Old House

Recent Work Completed

- DEVELOPMENT AREAS
- DEVELOPMENT AREA 'X'
SITE UTILITY INFRASTRUCTURE
ENTIRE SITE
- DEVELOPMENT AREA 'A'
PLUMBERS STATION EXPANSION
- DEVELOPMENT AREA 'B'
SCALE BUILDING IMPROVEMENTS
- DEVELOPMENT AREA 'C'
THE FIELD
- DEVELOPMENT AREA 'D'
NEW GREENWOOD BUILDING
- DEVELOPMENT AREA 'E'
BIXBY VETERANS MEMORIAL
- DEVELOPMENT AREA 'F'
GARDENS AND CONTRIBUTOR WALL
- DEVELOPMENT AREA 'G'
BIXBY MUSEUM BUILDING

Next Area of Focus
Phase 1 - Grounds
Improvements



Development Area Concept

Budget Study For FY27 Budget

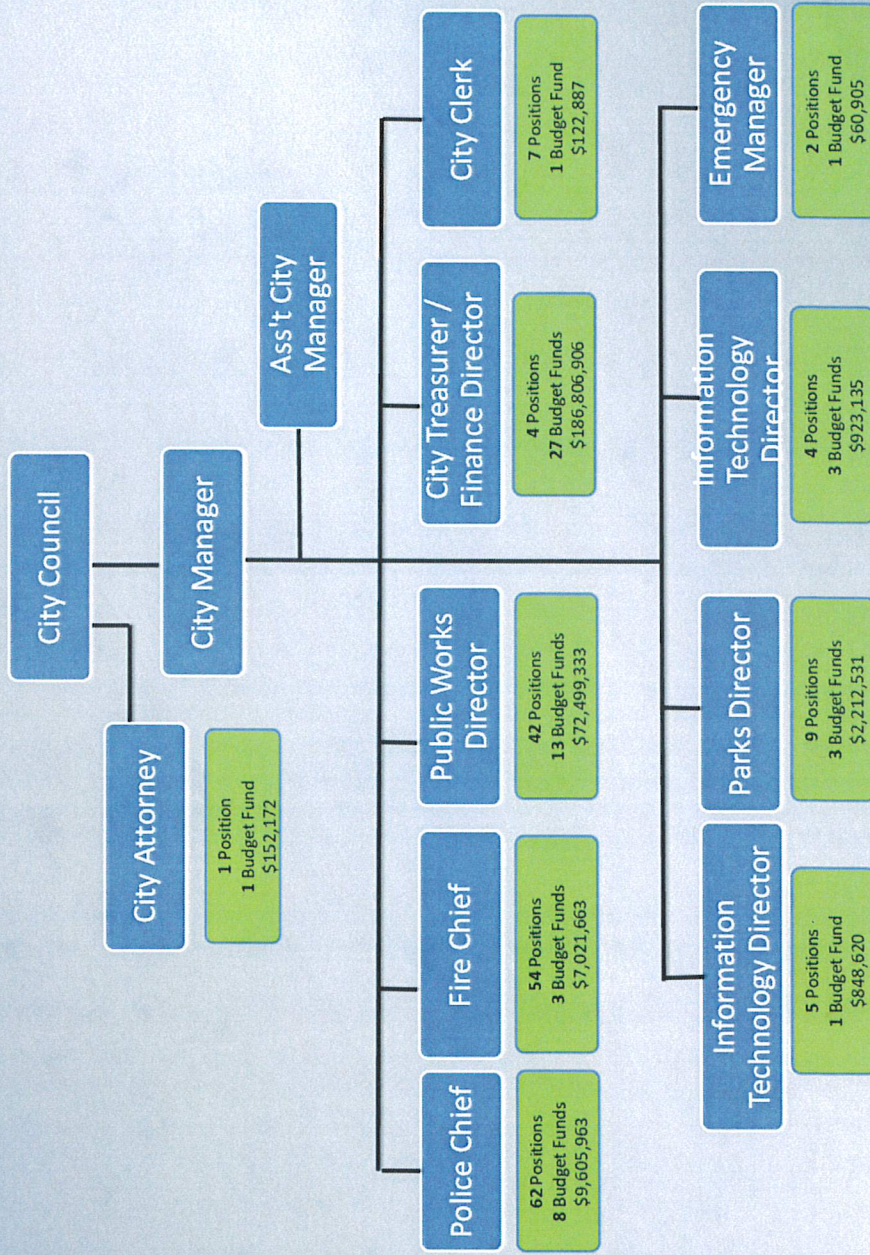
City of Bixby
4/27/2026



Welcome!

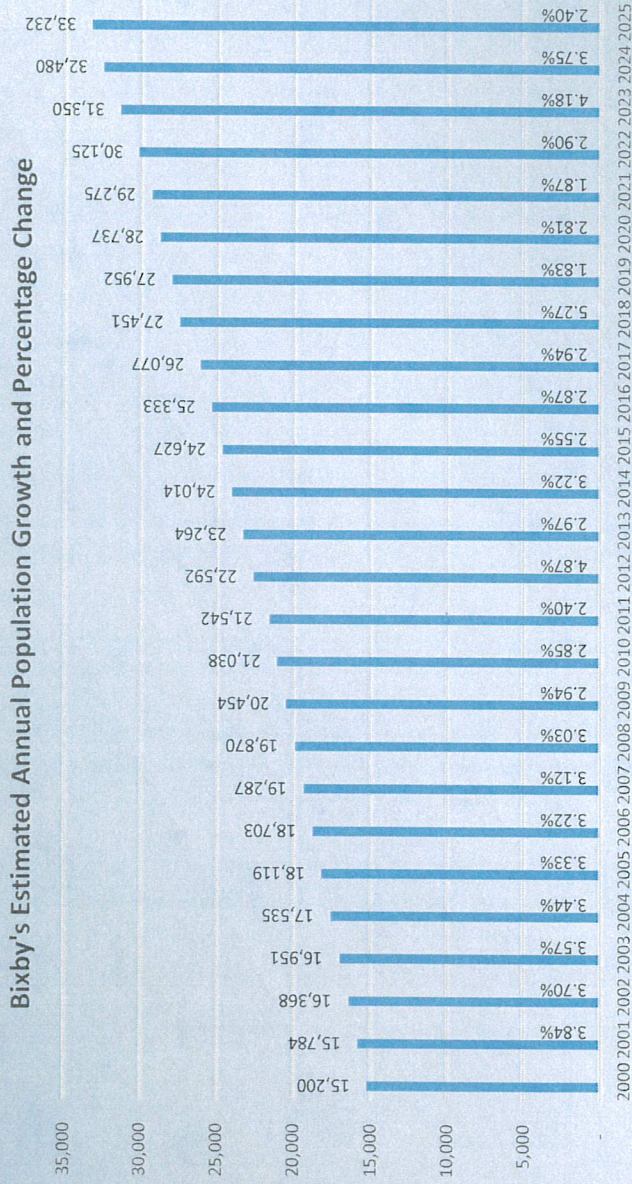
- The goals for this study:
 - To help you understand what each fund does and how.
 - To help you understand the changes over the years.
 - To share information about the potential future growth of the city.
 - To assist in understanding the budget needs of the city.
 - This study is a continuing quantitative analysis of City departmental workflows.

Last Year's Organization Chart



Note: Budget amounts are from the FY25 Budget

Bixby's annual & projected growth



Note: 2000 and 2010 are census data, 2000 to 2010 values are derived from statistical smoothing. 2011 to 2025 from worldpopulationreview.com data.

- Bixby is currently the 14th largest city in the State of Oklahoma. This growth pattern suggests Bixby could reach 45,000 within the next 15 years.

Bixby's current ranking in Oklahoma cities

City	Rank	2026 Pop.	2025 Pop.	Change
Oklahoma City	1	727,836	720,377	1.04%
Tulsa	2	415,899	415,526	0.09%
Norman	3	132,425	131,717	0.54%
Broken Arrow	4	127,156	124,956	1.76%
Edmond	5	101,185	100,112	1.07%
Lawton	6	89,853	89,940	-0.10%
Moore	7	64,239	64,042	0.31%
Midwest City	8	58,525	58,515	0.02%
Stillwater	9	51,012	50,575	0.86%
Enid	10	50,198	50,358	-0.32%
Owasso	11	45,031	43,926	2.52%
Bartlesville	12	38,837	38,596	0.62%
Muskogee	13	36,888	36,868	0.05%
Bixby	14	33,232	32,480	2.32%
Shawnee	15	32,482	32,287	0.60%
Jenks	16	28,766	28,317	1.59%
Sapulpa	21	23,951	23,624	1.38%
Claremore	25	21,087	20,844	1.17%
Sand Springs	27	20,521	20,425	0.47%
McAlester	30	18,082	18,095	-0.07%
Glenpool	35	14,993	14,780	1.44%

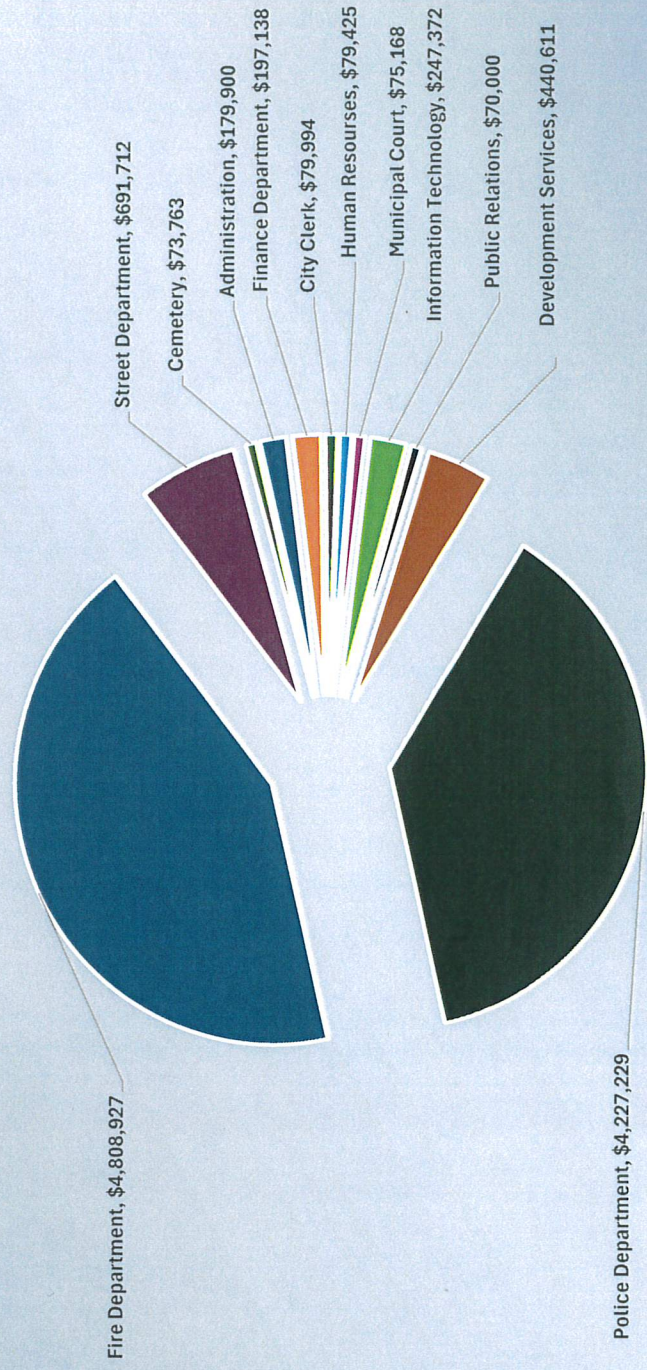
Bartlesville and Muskogee are not growing

Note: From worldpopulationreview.com data.

The next section of this study deals with revenues and expenditures for the City as a whole with breakdowns by Fund and Department or Function.

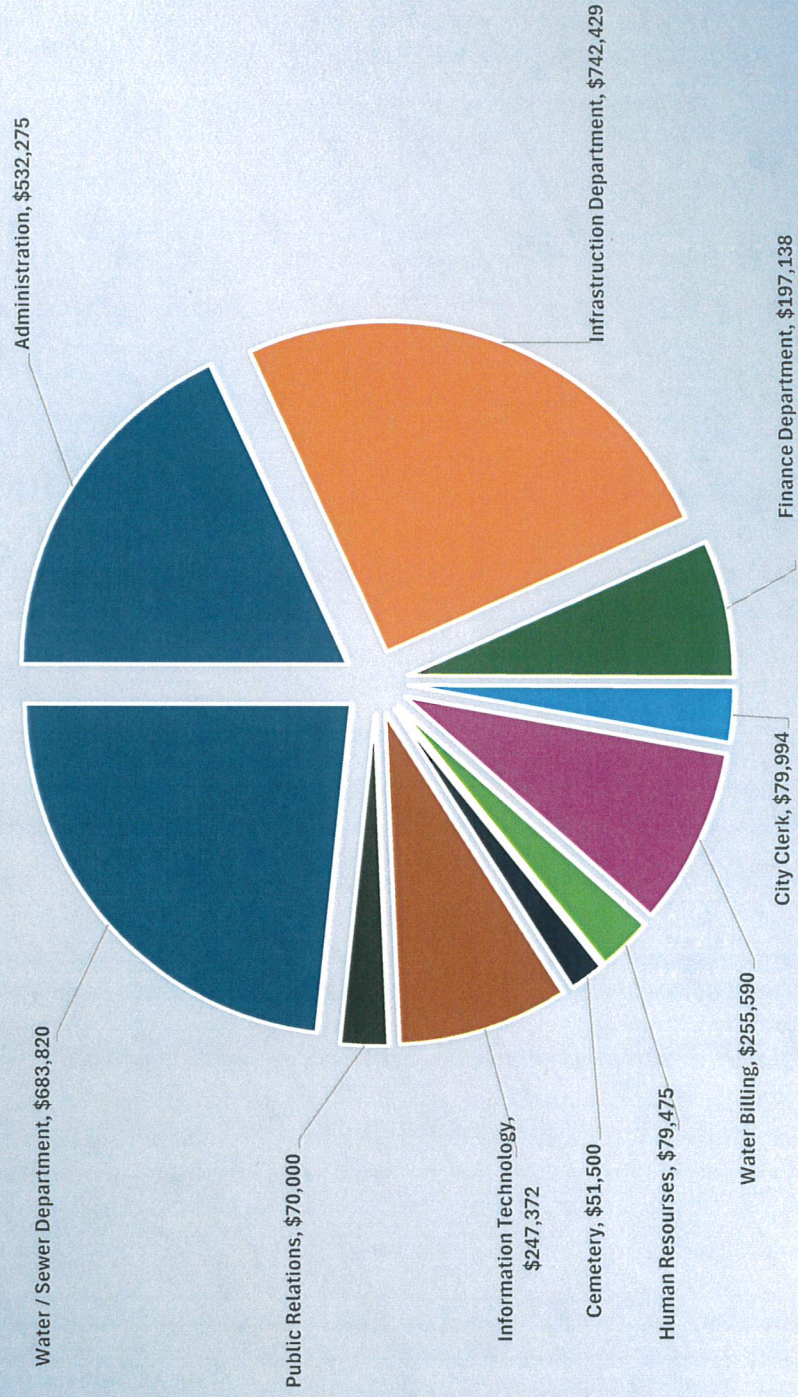
A look at the Personnel Wage Budgets by Fund and by Department

General Fund Personnel Wages by Department (Function)



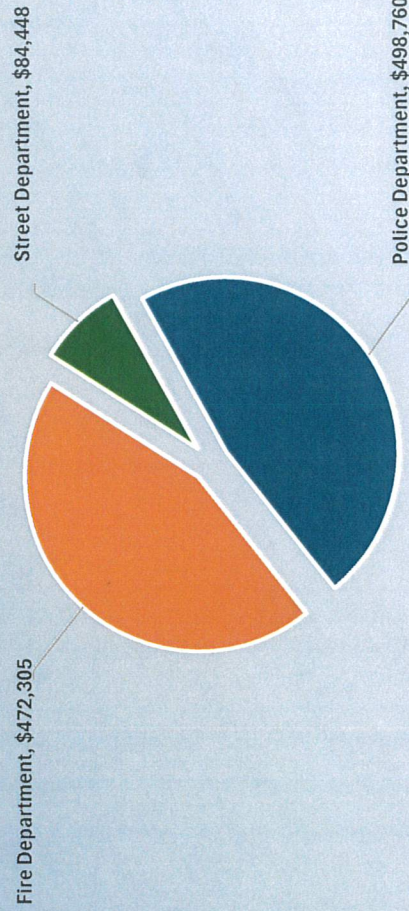
Note: These are just wages – does not include taxes or benefits.

BPWA Fund Personnel Wages by Department (Function)

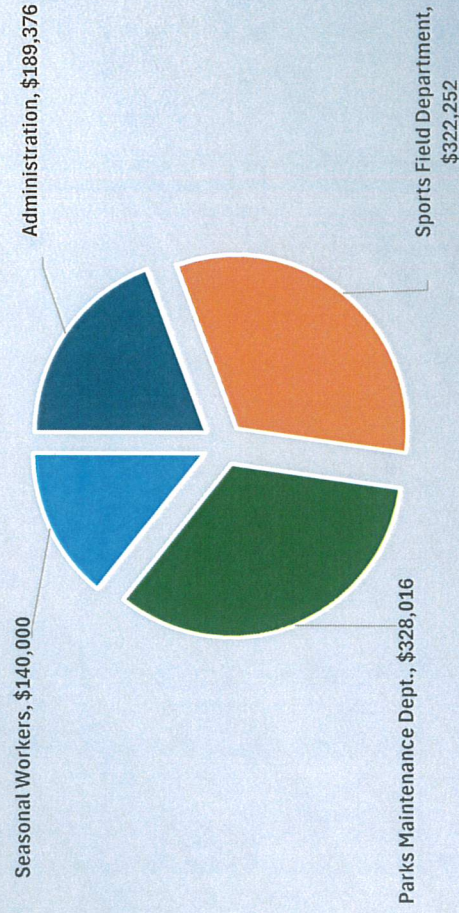


Note: These are just wages - does not include taxes or benefits.

Sales Tax Fund Personnel Wages by Department



Parks Fund Personnel Wages by Department (Function)



Note: These are just wages - does not include taxes or benefits.

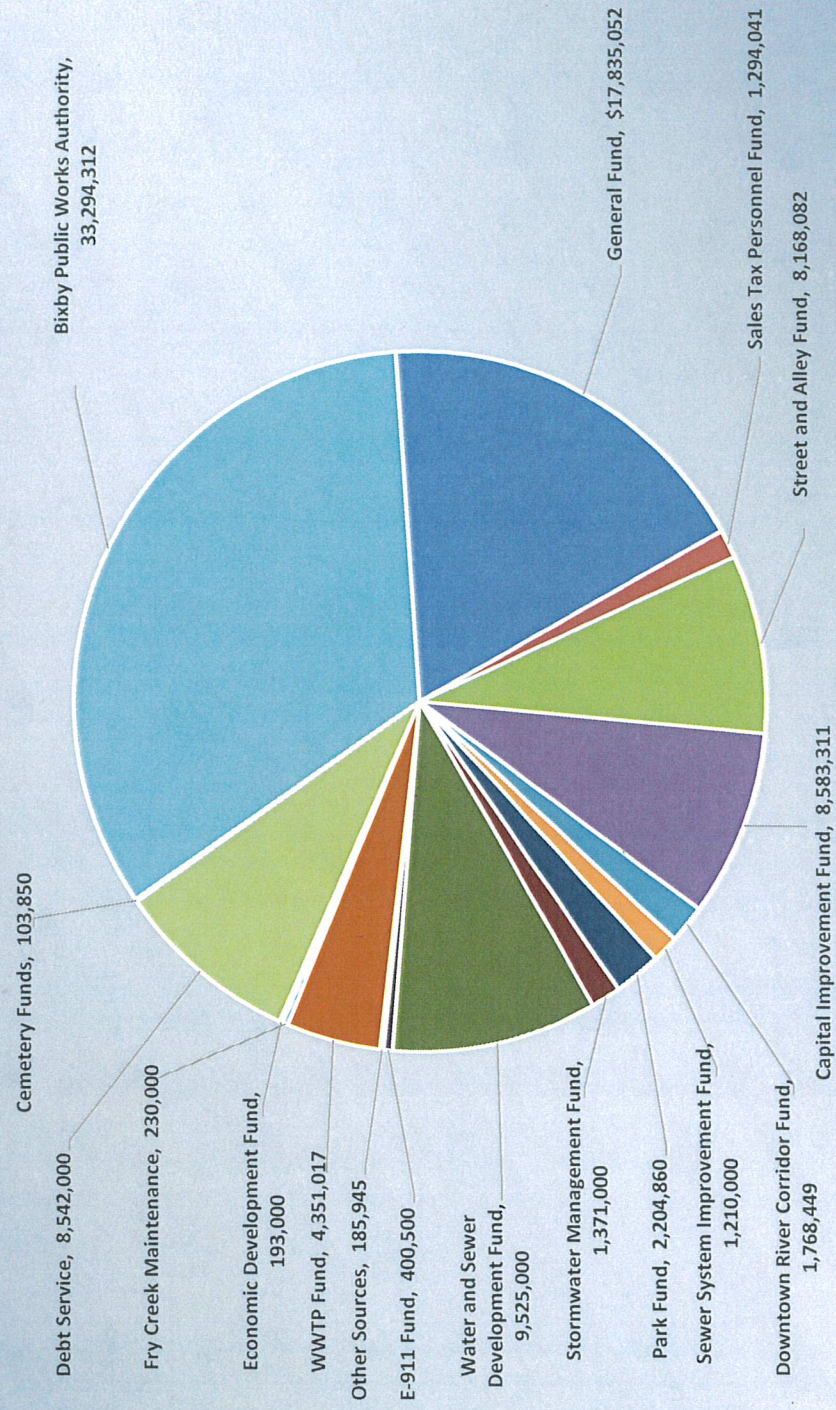
Let's look at the change in Personnel Wages from FY26 compared to FY27.

Analysis of Salary and Wage Increases from FY26 to FY 27

	FY26 Budget	FY27 Budget	Increase	% Increase	
General Fund - Admin	474,711.00	599,517.00	124,806.00	26.29%	(3% Market Adj. and added Ass't. Finance Dir.)
General Fund - Attorney	130,820.00	132,616.00	1,796.00	1.37%	(Budgeting for outside attorney in FY27)
General Fund - Court	52,500.00	75,168.00	22,668.00	43.18%	(Moved Clerk from 1/2 time to full time in FY27)
General Fund - Information Technology	158,573.00	252,052.00	93,479.00	58.95%	(Added new IT Network Engineer and moved GIS Technician)
General Fund - Dev. Svcs.	425,618.00	446,461.00	20,843.00	4.90%	(3% Market Adj. and added Asst. Planner and removed GIS Tech.)
General Fund - Police	3,752,815.00	4,372,621.00	619,806.00	16.52%	(CBA Adj. and 3% Market Adj for non-CBA and added Code Enforcement)
General Fund - Fire	3,411,136.00	4,308,023.00	896,887.00	26.29%	(CBA Adj. and 3% Market Adj for non-CBA and added three Firefighters)
General Fund - Streets	579,276.00	755,795.00	176,519.00	30.47%	(Market Adj. and added Shop Foreman)
General Fund - Cemetery	56,205.00	74,413.00	18,208.00	32.40%	(Market Adj.)
	9,041,654.00	11,016,666.00	1,975,012.00	21.84%	
Park Fund	781,349.00	850,044.00	68,695.00	8.79%	(Market Adj.)
BPWA - Admin	1,998,288.00	2,188,937.00	190,649.00	9.54%	(Market Adj.)
BPWA - Water Distribution	536,576.00	614,271.00	77,695.00	14.48%	(Market Adj.)
	2,534,864.00	2,803,208.00	268,344.00	10.59%	
Economic Development	66,400.00	67,493.00	1,093.00	1.65%	(Market Adj. one position other position open)
Grand Total - All Funds	12,424,267.00	14,737,411.00	2,313,144.00	18.62%	

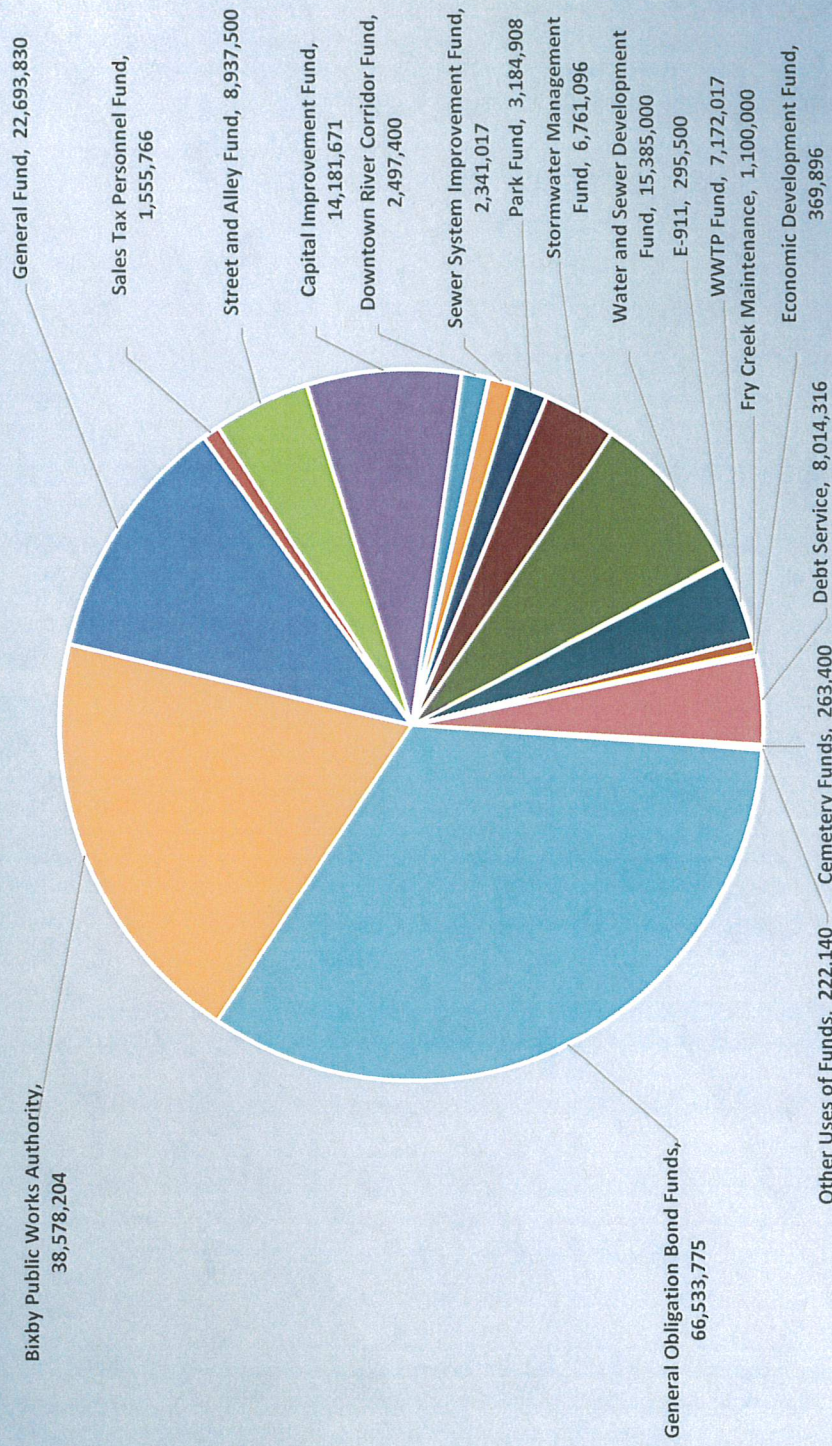
Let's now look at projected revenue by fund.

City Revenues by Fund



Let's now look at projected expenditures by fund.

City Expenditures by Fund



Conclusion

- Our future goals are:
 - Monitoring and planning for the future growth of the City of Bixby; and, maintaining the assets we already have.
 - Providing the best customer service for the citizens of the City of Bixby.

QUESTION?

At the next Council Work Session, we will dive into the details of our FY27 Budget Proposal. Then, at the next Council Meeting we will have a Public Hearing on the Budget.

Mission Statement (What we do, why we exist, how we serve)

Submitted Long Form Mission Statements

1. The City of Bixby exists to serve a citizen-led community where people are family, voices are heard, and care guides every decision.
2. We believe citizen voices are never an interruption of our work—they are the purpose of it. Every voice matters, every concern is respected, and decisions are made with the best interests of our community at heart. Through strong leadership, a unified city team, and dependable police and fire departments, we deliver excellence in public service with consistency, integrity, and compassion.
3. The City of Bixby exists to serve a citizen-led community where small-town roots and forward progress meet. We are committed to doing the right thing and doing things right—ensuring every voice is heard, our schools and neighborhoods thrive, and every resident feels like family. Together, we provide big-town experiences with a small-town heart.
4. Serving the Bixby family with excellence and integrity. We honor our roots, embrace our progress, and listen to every voice—committed to doing the right thing and doing things right for the community we call home.
5. In Bixby, our citizens are the purpose of our work. We are a family-centered community built on safe neighborhoods, championship spirit, and a culture of care. By blending modern innovation with our historic roots, we lead with integrity and action to ensure Bixby remains the place where you truly belong.

Short Public-Facing Mission

2. Bixby is where small-town roots and forward-thinking progress come together—creating a welcoming, family-centered community with safe neighborhoods, and quality services.
3. Serving our people with integrity—where we are family and every voice matters.
5. Serving our people. Strengthening our city. Planning for tomorrow.

Vision Statement (What we aspire to be)

As Bixby continues to grow beyond the small town it once was, we remain committed to preserving the small-town feel that defines us—offering big-city opportunities while protecting the sense of home people cherish. Guided by continuous improvement and a culture of action, we work together with our citizens to innovate, improve, and build a future – creating a place people trust, love, and are proud to call home.

Vision Taglines

Big-City Opportunity. Small-Town Heart.

Agreed upon vision statement from 4.27.26 work session