



City of Bixby Bixby Public Works Authority Meeting Agenda

Tuesday, May 26, 2026

Immediately Following the
City Council Meeting

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

Public comments are limited to items on the agenda. Those wishing to speak on agenda items will need to appear in the City Council Chamber.

Call to Order

Chairman

Roll Call

Shannon Duran, City Clerk

Consent Agenda

Secretary's Report

Consider and Approve:

- 1) Minutes for the Bixby Public Works Authority Meeting dated 5/11/2026
- 2) Consider and/or approve a purchase order to Oklahoma Municipal Assurance Group for renewal of Bixby Public Work Authority's (BPWA) property insurance in the amount of \$108,140.00 (BPWA's portion of the total bill).
- 3) Consider and/or approve a purchase order to Oklahoma Municipal Assurance Group for renewal of the City's general liability and automobile insurance for FY-27 in the amount of \$49,630.70 (BPWA's portion of total bill).

Regular Agenda

- 1) Adjournment

Notice of Posting

This Notice and Agenda was posted on the bulletin board this day of May 21, 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 a special accommodation to participate in this meeting should contact City Clerk, Shannon Duran: City Municipal Building, 111 N. Cabaniss Avenue, Bixby, Oklahoma, 74008, 918-366-4430 or email [City Clerk, Shannon Duran \(sduran@bixbyok.gov\)](mailto: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.

Regular Agenda Item Commentary

Item Title

Minutes for the Bixby Public Works Authority Meeting dated 5/11/2026

Initiator**Staff Information Source****Background****Exhibits**

1. 20260511 Bixby Pubic Works Authority Agenda Minutes

Key Issue**Council Action****Recommendation****Item No:** 1.**Meeting Date**

May 26, 2026

Meeting

20260526 Bixby Public Works Authority Agenda

Bixby Public Works Authority Meeting Minutes

Bixby Municipal Building
111 N. Cabaniss Ave., Bixby, OK 74008
May 11, 2026 at 6:00 PM

The agenda for the regularly scheduled meeting of the Bixby Public Works Authority of the city of Bixby was posted on the bulletin board at the Bixby Municipal Building, 111 N. Cabaniss Ave., Bixby, OK 74008 on May 7, 2026, on or before 5:00 p.m.

Call to Order

Mayor Girard called the Bixby Public Works Authority Meeting to order at 6:34 pm.

Roll Call

Shannon Duran, 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
Kim Coody, 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

Consent Agenda

- 1) Minutes for the Bixby Public Works Authority Meeting dated 4/27/26.
- 2) Consider and approve a Service Agreement for the design of upgrades and improvements to the 126th Street Lift Station to Jacobs Engineering Group in the amount of \$197,942.

- 3) Consider and/or approve an Agreement for Engineering Services between the Bixby Public Works Authority and Holloway, Updike and Bellen, Inc. for the Ellard Lift Station and Force Main Improvements project.

Mayor Girard said Items 1–3 on the Consent Agenda are up for discussion and consideration.

Item presented by: No One

Others who spoke: Dylan Warner, Public Works Director

Councilor David had a question about the location of item 2, which was answered by Dylan Warner, Public Works Director.

Item 3 was removed from the Consent Agenda as a separate item for discussion.

Mayor Girard asks for a motion to approve items 1–2. 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

Not Present: Hirshey

Mayor Girard said Item 3 on the Consent Agenda is up for discussion and consideration.

Item presented by: No One

Others who spoke: No One

Friendly amendment on item 3 to add the dollar amount \$194,900.

Discussion ensued about the location of this lift station.

Mayor Girard asks for a motion to approve item 3. Mayor Girard made a motion to approve as amended, seconded by Councilor David.

The vote was taken with the following results:

Carried:4-0

Ayes: Girard, David, Payne, Schultz

Nays: 0

Not Present: Hirshey

Regular Agenda

- 1) Discussion, consideration and possible vote for approval of Amendment No. 4 to the contract with CH2M Hill Engineers, Inc., a subsidiary of Jacobs Engineers, to perform the Operations and Maintenance (O & M) of the Bixby Water Reclamation Facility for FY26 with a fee of \$1,143,473.37 plus an additional amount of \$80,000 repair allowance.

Mayor Girard said Item 1 on the Regular Agenda is up for discussion and consideration.
Item presented by: Nathan Radach, Assistant Public Works Directory
Others who spoke: Dylan Warner, Public Works Director, Charles Barnes, Finance Director

Item one was amended due to Scriveners error. FY26 should be amended to FY27.

Discussion ensued about this being the 4th amendment to the contract to CH2M Hill to run the waste water treatment facility. The increase is due to inflation and growth along with repair costs; the multi-year contract covers an annual increase.

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

The vote was taken with the following results:

Carried:4-0

Ayes: Payne, Schultz, David, Girard

Nays: 0

Not Present: Hirshey

2) Adjournment

Adjournment was called at 6:44 pm.

Mayor

City Clerk

Consent Agenda Item Commentary

Item Title

Consider and/or approve a purchase order to Oklahoma Municipal Assurance Group for renewal of Bixby Public Work Authority's (BPWA) property insurance in the amount of \$108,140.00 (BPWA's portion of the total bill).

Initiator

Charles Barnes

Staff Information Source

Charles Barnes

Background

The City's total property insurance for FY27 is \$258,026.00. This is a decrease of \$4,109.00 from FY26.

Exhibits

1. Bixby PRO140040410 Renewal Invoice and Letter 20260508

Key Issue

Property insurance coverage for FY-27.

Council Action

Approve or Deny

Recommendation

Approve

Item No: 2.

Meeting Date

May 26, 2026

Meeting

20260526 Bixby Public Works Authority Agenda



3650 S. Boulevard • Edmond, OK 73013 • omag.org
 405.657.1400 • 800.234.9461 • FAX 405.657.1401

Date of Invoice: 5/8/2026

INVOICE

Mail To: City of Bixby P.O. Box 70 Bixby, Oklahoma 74008-0070	Insured: City of Bixby Policy No.: PRO140040410 Policy Type: Property Effective Date: 7/1/2026 Expiration Date: 7/1/2027
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Inst. No.	Date	Transaction Type	Amount	Running Total
1	7/1/2026	Renewal	\$64,506.50	\$64,506.50
			Current Amount Due	\$64,506.50
Total Policy Balance Before Payment: \$258,026.00			Payment Due By	7/1/2026

**Thank you for your business. If you have questions about your account,
 please call 1-800-234-9461 or 405-657-1400.**

If not paid within 45 days of due date, policy will be cancelled.

If you are interested in being able to make this payment via ACH, please contact Matt Jacobson at (405) 657-1429.

Detach along the perforation above. Keep top portion for your records. Return bottom portion with your remittance.

Policy No.: PRO140040410 Insured: City of Bixby	Amount Due: \$64,506.50 Payment Due By: 7/1/2026
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PLEASE REMIT PAYMENT TO:

OMAG
 P.O. Box 3091
 Edmond, OK 73083



3650 S. Boulevard • Edmond, OK 73013 • omag.org
405.657.1400 • 800.234.9461 • FAX 405.657.1401

May 8, 2026

Charles Barnes
City of Bixby
P.O. Box 70
Bixby, Oklahoma 74008-0070

RE: City of Bixby, Policy Number PRO140040410

Your OMAG Municipal Property Protection Plan (MPPP) renewal has been processed, enclosed you will find your invoice. All other policy documents can be accessed on the OMAG Policy Portal.

The total premium for your MPPP renewal is \$258,026.00. You may pay your premium in full, semi-annual or quarterly installments. The initial payment is due by the effective date of your MPPP policy. If you choose to make a 50% or a 25% initial payment, we will send you notices on a semi-annual or quarterly basis, respectively.

Due to varying factors, you may notice a 5% rate increase. However, please note that your specific premium adjustment may vary based on changes made to your policy throughout the year. If you would like additional information regarding this, please contact me at 405-657-1442.

Sincerely,

A handwritten signature in black ink that reads "Chris Webb". The signature is written in a cursive, flowing style.

Chris Webb
Underwriting Director

Consent Agenda Item Commentary

Item Title

Consider and/or approve a purchase order to Oklahoma Municipal Assurance Group for renewal of the City's general liability and automobile insurance for FY-27 in the amount of \$49,630.70 (BPWA's portion of total bill).

Initiator

Charles Barnes

Staff Information Source

Charles Barnes

Background

The City's total general liability and automobile insurance for FY-27 is \$294,408.00. (We have added a number of new vehicles including a large dump truck, new police, fire, emergency management and streets vehicles and a new ambulance.)

Exhibits

1. Bixby GLA140043610 Renewal Invoice and Letter 20260508

Key Issue

General liability and automobile insurance coverage for FY-27.

Council Action

Approve or Deny

Recommendation

Approve

Item No: 3.

Meeting Date

May 26, 2026

Meeting

20260526 Bixby Public Works Authority Agenda



3650 S. Boulevard • Edmond, OK 73013 • omag.org
 405.657.1400 • 800.234.9461 • FAX 405.657.1401

Date of Invoice: 5/8/2026

INVOICE

Mail To: City of Bixby P.O. Box 70 Bixby, Oklahoma 74008-0070	Insured: City of Bixby Policy No.: GLA140043610 Policy Type: General Liability/Auto Effective Date: 7/1/2026 Expiration Date: 7/1/2027
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Inst. No.	Date	Transaction Type	Amount	Running Total
1	7/1/2026	Renewal	\$73,602.00	\$73,602.00
			Current Amount Due	\$73,602.00
Total Policy Balance Before Payment: \$294,408.00			Payment Due By	7/1/2026

**Thank you for your business. If you have questions about your account,
 please call 1-800-234-9461 or 405-657-1400.**

If not paid within 45 days of due date, policy will be cancelled.

If you are interested in being able to make this payment via ACH, please contact Matt Jacobson at (405) 657-1429.

Detach along the perforation above. Keep top portion for your records. Return bottom portion with your remittance.

Policy No.: GLA140043610 Insured: City of Bixby	Amount Due: \$73,602.00 Payment Due By: 7/1/2026
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PLEASE REMIT PAYMENT TO:

OMAG
 P.O. Box 3091
 Edmond, OK 73083



3650 S. Boulevard • Edmond, OK 73013 • omag.org
405.657.1400 • 800.234.9461 • FAX 405.657.1401

May 8, 2026

Charles Barnes
City of Bixby
P.O. Box 70
Bixby, Oklahoma 74008-0070

RE: City of Bixby - Policy GLA140043610

Your OMAG Municipal Liability Protection Plan (MLPP) renewal has been processed, enclosed you will find your invoice. All other policy documents can be accessed on the OMAG Policy Portal.

The total premium for your MLPP renewal is \$294,408.00. You may pay your premium in full, semi-annual or quarterly installments. The initial payment is due by the effective date of the MLPP policy. If you choose to make a 50% or a 25% initial payment, we will send you notices on a semi-annual or quarterly basis, respectively.

Due to varying factors, you may notice a 5% rate increase. However, please note that your specific premium adjustment may vary based on changes to your policy or overall expenditures. If you would like additional information regarding this, please contact me at 405-657-1442.

Sincerely,

A handwritten signature in cursive script that reads "Chris Webb".

Chris Webb
Underwriting Director