

City Council Work Session Meeting Minutes

Bixby Municipal Building
111 N. Cabaniss Ave., Bixby, OK 74008
June 8, 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 June 4, 2026, on or before 5:00 p.m.

Call to Order

Acting Mayor Shultz called the City Council Work Session to order at 5:00 pm.

Roll Call

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

Members Present:

Acting Mayor Schultz
Councilor Hirshey
Councilor David
Councilor Payne

Staff Present:

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

Agenda

- 1) Presentation and discussion on the proposed Wildcat Subdivision.

Acting Mayor Schultz said Item 1 on the Agenda is up for discussion.
Item presented by: Dylan Warner, Public Works Director
Others who spoke: Glayds Gill, Assistant Planner

A handout was given and is attached to these minutes.

Discussion ensued about the Wildcat subdivision pertaining to secondary access and access of utilities. Concerns arose about fire regulations, the capacity of the bridge crossing from Mingo, the main drive not meeting fire apparatus or Bixby Public Works widths or standards, general access, utility connections and fire hydrants. Discussion ensued about possible solutions to the concerns that were brought up. Discussion of the applicable codes ensued.

2) Presentation and discussion of downtown streetscape.

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

Item presented by: John Wood, Parks and Rec Director

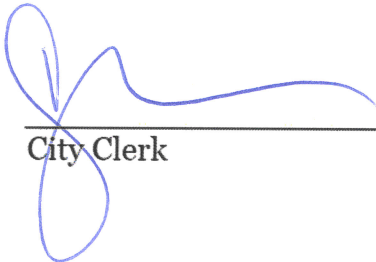
Others who spoke: Victoria Oltmann, Historical Society Director

A handout was given and is attached to these minutes.

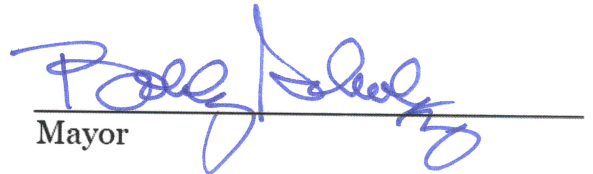
Discussion ensued regarding plans for the downtown streetscape. A brief history of the project's origin and development was provided. It was noted that Maggie Russell is the new Head Horticulturist in the Parks Department. Discussion continued regarding efforts to reinforce a cohesive visual identity and create welcoming gateways into the downtown area. Budget considerations were discussed, including funding for planting, planter maintenance, and associated staffing needs. An overview of the proposed plant selections for the planters was also provided.

3) Adjournment

Adjournment was called at 5:54 pm.



City Clerk



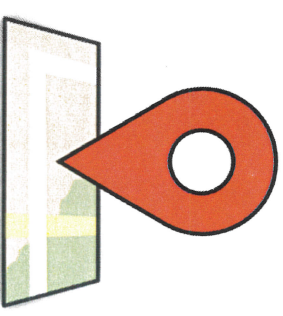
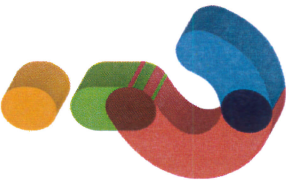
Mayor

WILDCAT SUBDIVISION

Secondary Access / Access of Utilities

OVERVIEW

- Site location
- Site limitations
- Applicable codes
- Possible solutions
- Conclusion / Questions

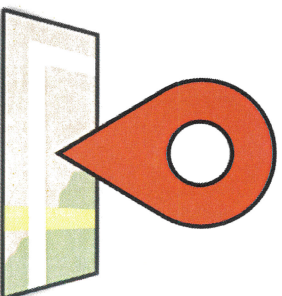


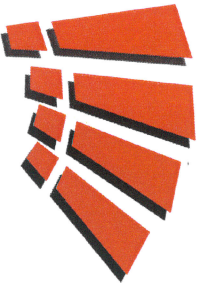
SITE LOCATION

[Map link](#)

Approximate 12824 block of Mingo

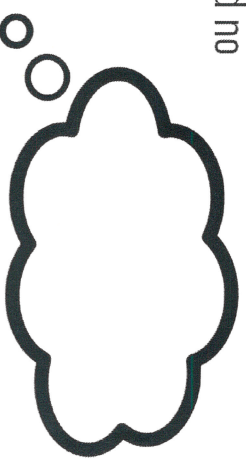
35.977960, -95.868670





SITE LIMITATIONS

- Concerns?
 - 5+ homes introduces subdivision regulations, while 2+ homes introduces more fire regulations
 - Safety / Capacity of bridge crossing from Mingo
 - Main drive doesn't meet fire apparatus or Bixby Public Works (BPW) widths or standards
 - General access (difference between proposed subdivision directly North and versus Wildcat Subdivision.)
 - Utility Connections (Subdivision shows only 1 water meter for service and no sanitary sewer connection)
 - Closest fire hydrant is 1100 + feet away just to the entrance





APPLICABLE CODES

- 2018 International Fire Code (IFC)
- City Ordinances





IFC

**503.1.1 Buildings and facilities.
INSIGHTS**

Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet (45 720 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility.

Exceptions:

- 1.1. The fire code official is authorized to increase the dimension of 150 feet (45 720 mm) where any of the following conditions occur:
 - 1.1.1. The building is equipped throughout with an approved automatic sprinkler system installed in accordance with [Section 903.3.1.1](#), [903.3.1.2](#) or [903.3.1.3](#).
 - 2.1.2. Fire apparatus access roads cannot be installed because of location on property, topography, waterways, nonnegotiable grades or other similar conditions, and an approved alternative means of fire protection is provided.
 - 3.1.3. **There are not more than two Group R-3** or Group U occupancies.
- 2.2. Where approved by the fire code official, fire apparatus access roads shall be permitted to be exempted or modified for solar photovoltaic power generation facilities.





CITY ORDINANCES

TITLE 12 - SUBDIVISION REGULATIONS

https://library.municode.com/ok/bixby/codes/code_of_ordinances?nodeId=PTIIC00R_TIT12SURE

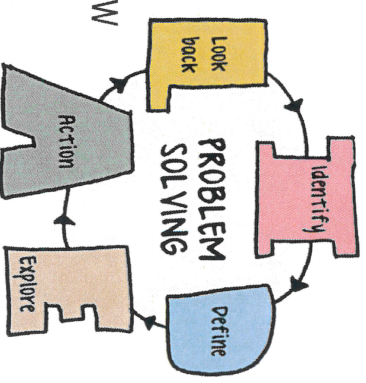
SUBDIVISION:

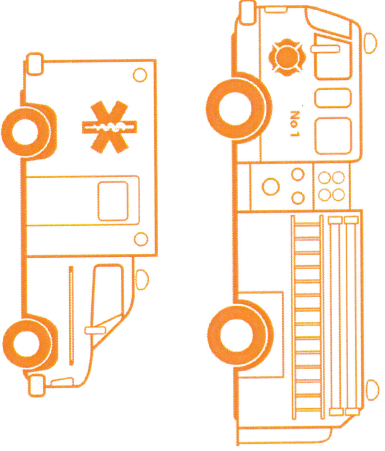
- A. The division of a parcel of land shown as a unit or contiguous units on the last preceding tax roll into five (5) or more lots or parcels, any one of which contains two and one-half (2½) acres or less, for the purpose of transfer of ownership or building development;
- B. If a new public street is involved, any division of a parcel of land; or
- C. The improvement of one or more parcels of land for residential, commercial, office or industrial structures, or groups of structures involving the division or allocation of land for the opening, widening or extension of any street or streets (except internal private streets); the division or allocation of land as open spaces for common use by owners, occupiers or leaseholders, or as easements for the extension and maintenance of public utilities or facilities;
- D. Provided, that a division of land which may be ordered or approved by a court or effected by testamentary or interstate provisions, or a division of land for agricultural purposes into lots or parcels, or the exchange of parcels of land between owners of adjacent property to resolve common boundary disputes, where new lots are not thereby created and where neither of the lots resulting are reduced below the minimum size of a lot required by law, shall not be deemed a "subdivision". The term includes resubdivision, and when appropriate in context, shall relate to the process of subdividing land or to the land so subdivided.



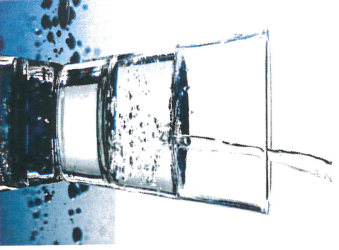
POSSIBLE SOLUTIONS

- Wildcat Subdivision property owners self-fund the bridge crossing to upgrade to meet necessary standards for fire apparatus and BPW standards and widths.
- City looking to bond future project (up to 5 + years) for widening of Mingo. (this project would include widening which would ultimately have the City replacing the bridge.)
- Water is to be provided by Wildcat Subdivision to meet all Domestic Flow and Fire Requirements. This will include placement of fire hydrants to meet current codes for hose lay length.





CONCLUSION / QUESTIONS

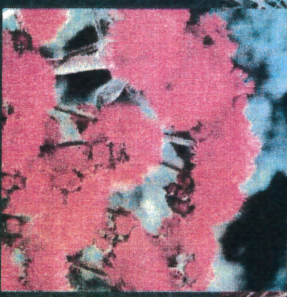


Head Horticulturist – Maggie Russel



Streetscapes Plan 2026

City of Bixby Parks Department



Background 2/10/25

CONSENT AGENDA

ITEM: Consider and/or Approve design contract proposals from PDG (Planning and Design Group). In the amount of \$29,350.00 for Bixby Downtown Streetscape Landscape Modifications. Funding from Downtown River Corridor Funds.

INITIATOR: John Wood

STAFF INFO: John Wood, Durham Chilcoat

BACKGROUND: Certain landscape plants that were used in the original planting have died and been removed due to a fungus. Other landscape beds plants have been trampled due to the public getting in and out of their cars parked next to them.

EXHIBITS: See attachments

KEY ISSUE: Redesign the downtown streetscape landscape beds with a mix of hardscape materials and new plant selections. From the 2024 Council Retreat we were asked to have the landscape beds redesigned.

Basic Compensation

To execute the scope of services described in phases 1 through 5 above, the w performed for a lump sum fee of \$29,350.00 with the following breakdown:

BASIC DESIGN SERVICES	
Site Analysis Phase	\$ 5,250.00
Preliminary Design Phase	\$ 5,000.00
Construction Documents	\$12,750.00
Bidding Assistance	\$ 1,250.00
Construction Administration	\$ 5,100.00
TOTAL	\$29,350.00

New Plants

Joan Senior Daylily

- Early to mid-summer blooms
- Reblooms all season
- Perennial
- Dormant after frost; returns from roots in spring



Ageratum 'Floss Flower'

- Late spring to first frost blooms
- Lavender-blue color
- Annual
- Alternative fall option: Blue pansies



Salvia Nemorosa

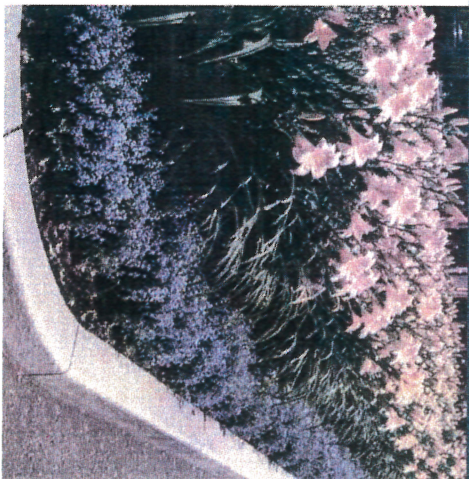
- Blooms from late spring to late summer; reblooms throughout the season
- Perennial; goes dormant in winter
- Cut back in early spring



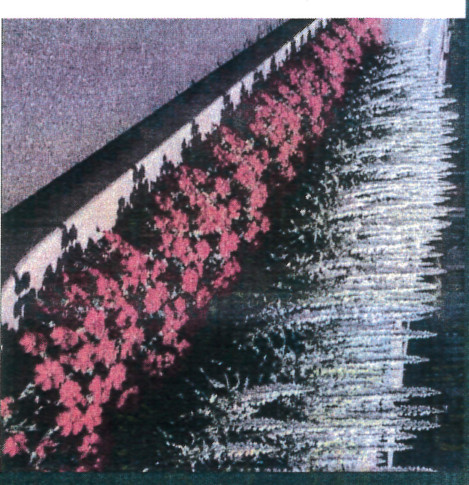
Sunpatients

- Blooms from late spring to first frost
- Vibrant red color
- Annual
- Alternative fall option: Red pansies





Focal Points: Intersection Beds



- Intersection beds serve as key focal points, creating visual interest and adding vibrant color throughout downtown.
- Contrasting plant selections on opposing corners provide balance, variety, and year-round appeal.
- Red and blue plantings reflect Bixby's colors and reinforce community pride.
- White accent plantings help unify the design, creating a cohesive and polished appearance across each intersection.

Existant Plants

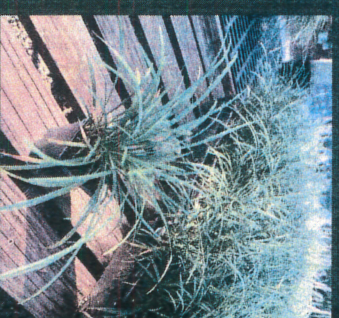
Dwarf Butterfly Bush

- Blooms from early summer until first frost
- Perennial; dies back in winter and is cut back in early spring to encourage new growth
- Red and blue varieties can be planted in together to reinforce the focal point color scheme and Bixby identity



Ageratum 'Floss Flower'

- Provides season-long color from late spring until frost
- Adds soft texture and visual interest
- Compact growth habit creates a clean, organized appearance
- Low maintenance with minimal pruning required
- Complements focal-point plantings and seasonal color displays



Side Streets & Pathways

- Butterfly Bushes and Liriope build upon existing landscape elements, creating attractive side streets that complement and highlight the intersection focal points.
- The natural form of Liriope pairs well with Daylilies, providing a cohesive look, low maintenance requirements, and winter texture throughout downtown.
- Dwarf Butterfly Bushes echo the texture of the Salvia while adding seasonal color, height, and visual interest along side streets.
- Together, these plantings create a consistent and welcoming streetscape that connects downtown destinations and focal areas.



Parking Solution

- Existing narrow landscape beds require a focused design that maximizes visual impact within a limited planting area.
- River rock incorporates textures found at the Municipal Building, creating a cohesive downtown design.
- Rock-lined areas provide additional pedestrian space and improve circulation around parking areas.
- Low-maintenance solution requiring periodic pre-emergent and post-emergent treatments, along with routine weed control.
- Creates a natural-looking walking path while utilizing design elements already established at the Municipal Building.

Parking Solution

Rock Beds

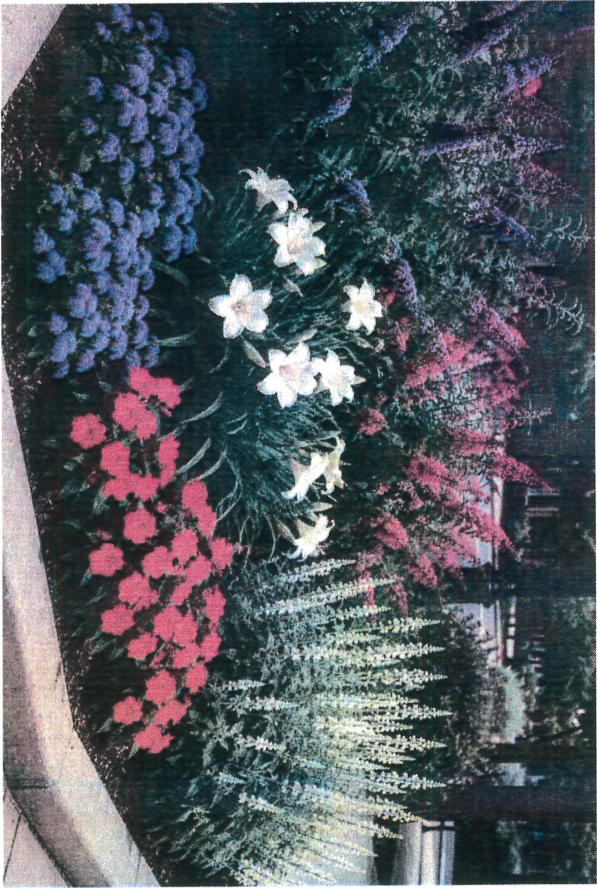
- Smaller landscape beds will be filled with river rock used at the Municipal Building to create a cohesive design and tie in existing textures.
- The use of rock reduces maintenance requirements while maintaining an attractive appearance.
- Expanding rock areas provides additional space for pedestrian movement and visitor access.
- Creates a clean, natural aesthetic that complements the overall streetscape design.

Side Streets and Paths

- These landscape beds incorporate a pedestrian walking path while maintaining attractive plantings along the side streets.
- Creates a safe and inviting connection between downtown destinations.
- Extends the streetscape design beyond key intersections for a cohesive downtown appearance.
- Balances pedestrian access with landscaping to enhance both function and aesthetics.

Estimate

Plant	Cost	Ea.
Salvia Nemorosa Lyrical White Portoli	\$7.96/Gal	206
Ageratum Houstonianum Blue Floss Fl	\$16.77/18 count	608
Impatiens X Hybrid Sunpatiens Comp:	39.96/8 count	588
Joan Senior Daylily	26.99/ea	198
Buddleja x Pugster Blue Butterfly Busl	\$36.96/3 gal	70
Buddleja x Pugster Pinker Butterfly Br	33.96/3 gal	70
mulch	\$23/cu yd	60 cu yd
River Rock	\$290/cu yd	3 cu yd



Total: \$16,579.65

Pollinator Sculptures & Public Art

- Create unique focal points and public art features.
- Reinforce the pollinator-friendly purpose of the landscaping.
- Add year-round visual interest, even when flowers are dormant.
- Provide educational opportunities about the importance of pollinators.
- Encourage photo opportunities and community engagement.



Conclusion

To strengthen the character of the downtown area, the new landscaping plan will:

- Incorporate materials and textures drawn from the Municipal Building to reinforce a **cohesive visual** identity.
- Highlight key intersections as focal points that function as **welcoming gateways** into the downtown area.
- Utilize existing materials and infrastructure wherever possible to keep **project costs low** and manageable.
- Introduce landscaping that adds color, texture, and year-round interest while balancing **beautification** with parking and accessibility needs.