



Together, Investing in Municipal Excellence

CITY COUNCIL MEETING AGENDA

JULY 10, 2023

723 S Lewis Street

Room 1122B

Stillwater, OK 74074

5:30 P.M.

Mayor Will Joyce, Vice Mayor Amy Dzialowski, Councilors Christie Hawkins, Kevin Clark, & Tim Hardin

NOTE: *The Mayor and City Council will gather in Conference Room 1112B beginning at 5:00 p.m. this date for refreshments. No City Council business will be discussed or acted upon at this time. This is not a closed session and members of the public and press are welcome to attend. Refreshments will only be provided to the City Council and staff.*

1. Call Meeting to Order
2. Pledge of Allegiance
3. Consent Docket

Items listed on the consent docket are routine administrative matters that may be approved without discussion. The Council will take action on these items collectively with a single vote. The requested City Council action is indicated for each item listed. Should a Councilor elect to discuss, amend, revise, or table any item listed on the consent docket, the item will be moved to the section of the agenda titled "Items Removed from the Consent Docket" for possible action. Additionally, a Councilor or the City Manager may simply ask the Mayor to remove an item from the consent docket prior to action by the City Council and no action will be taken on the removed item at this meeting.

a.	Approve regular and executive session minutes of June 5, 2023, special meeting and executive session minutes of June 7, 2023, and regular and executive session minutes of June 12, 2023, and special meeting minutes of June 26, 2023		
b.	Authorize an increase of \$159,000 in expenditures for the Husband Street Bridge Project for design, testing, construction, claims and contingency for a new total Husband Street Bridge Project authorization of \$1,500,000; authorize the Interim City Manager to sign Amendment 8 to the PSA with BKL for an amount of \$11,885; and approve budget amendment appropriating an additional \$159,000 from the Transportation Sales Tax Fund to complete the project	CC-23-111	Candy Staring
c.	Approve an increase in 3 rd Avenue Bridge Project funding authorization for design, testing, and construction and an additional 0.5% total project contingency for a new total project authorization of \$3,480,000; authorize the Interim City Manager to sign Amendment 7 to the PSA with BKL for	CC-23-104	Candy Staring

	an amount of \$49,429; and approve budget amendment appropriating an additional \$231,829 from the Transportation Sales Tax Fund to complete the Project		
d.	Approve award of bid for hauling of Airport Industrial Access Road Waterline Relocation Project spoils to MK Excavation, LLC in the amount of \$25,351.20, authorize the Interim City Manager to execute the contract, authorize the Interim City Manager to execute an agreement with Republic Services to accept the spoils at an estimated disposal cost of \$58,871 for a total of \$97,000 in construction and waste disposal expenditures	CC-23-110	Andy Doerflinger
e.	Approve budget amendment to increase the transfer-out to \$145,000 from the Visitor Tax Fund to Stillwater Economic Development Authority to fund the Visit Stillwater contract		Christy Cluck
f.	Accept the following permanent and temporary sewer easements required for the West College, Eyler and Manhole Rehabilitation Project, and authorize the Mayor to execute the easement documents: • Katherine J. and Jackie W. Morris 311 S. Eyler Ln. Permanent Sewer Line Easement • Beta Zeta Alumnae Corp. 1323 S. University Ave. Permanent Sewer Line Easement • Delta Sigma House Corp. of Kappa Kappa Gamma 1212 W. 4th Ave. Permanent Sewer Line Easement • Delta Sigma House Corp. of Kappa Kappa Gamma 1211 W. 3rd Ave. Temporary Construction Easement • Beta Theta Phi Building Corp. 1207 W. University Ave. Permanent Sewer Line Easement Temporary Construction Easement • Powell Warren Cooke 301 S. Kings St. Permanent Sewer Line Easement • Stephen Chilton 1009 S. Gray St. Permanent Sewer Line Easement Temporary Construction Easement • Lease Family Properties, LLC 411 S. Monroe Permanent Sewer Line Easement • James W. & Karen B. Vandergrift 1018 S. Stanley St. Permanent Sewer Line Easement	CC-23-105	Andy Doerflinger

	Temporary Construction Easement • Nolan Dee Autry 1002 S. Stanley St. Permanent Sewer Line Easement Temporary Construction Easement • Laren and Diana Field, Co-TTEE 1015 S. Gray St. Permanent Sewer Line Easement Temporary Construction Easement • Darrel J. and Marcella J. Edzards 1124 S. Stanley St. Permanent Sewer Line Easement • The Fraternity of Phi Gamma Delta, Inc. 1123 W. University Ave. Temporary Construction Easement • Serenity Estates, LLC 1022 S. Stanley St. Permanent Sewer Line Easement Temporary Construction Easement • Amanda Barladi 408 S. Willis Temporary Construction Easement • NU Chapter of Kappa Delta Sorority, Inc. 323 S. Cleveland St. Permanent Sewer Line Easement • Stephen H. and Helen L. Duer 1719 W. 3rd Ave. Permanent Sewer Line Easement		
g.	Accept the following easements and right of way required for the College Gardens and Monticello Projects, and authorize the Mayor to execute the easement documents and warranty deed: • McCollom Family Partners 158 S. Monticello Permanent Water Line Easement Temporary Construction Easement Warranty Deed	CC-23-106	Andy Doerflinger
h.	Approve Encroachment Agreement and Release of Liability for 704 South Main Street/105 W 7th Avenue and authorize the Interim City Manager to execute the agreement	CC-23-107	Jacquelyn Porter
j.	Approve bid award for City wide sand and gravel supply and delivery to Kerns Construction, WJ Trucking and Construction, and APAC on all items in the amounts listed on the bid tabulation sheet	CC-23-99	Mark White
k.	Approve award of the bid for City wide concrete supply and delivery to Kerns Ready Mixed Concrete and Dolese Bros. on all items in the amounts listed on the bid tabulation sheet	CC-23-98	Mark White

l.	Approve rescinding bid award to Johnson Controls for the Municipal Building and Police Department HVAC maintenance	CC-23-101	Mark White
m.	Approve bid award to Alva Roofing Company in the amount of \$239,400 for the Armory Recreation Center roof replacement	CC-23-102	Barbara Bliss
n.	Approve settlement agreement in the Sandra Groshong vs. City of Stillwater, Case No. CJ-2020-455		Kimberly Carnley
o.	Approve change order to correct the budget for the Middle Apron Project at Stillwater Regional Airport to the actual quantities used and project cost	Memo	Melissa Reames
p.	Approve Master Services Agreement between City of Stillwater/Stillwater Utilities Authority and Bancroft International for surveying and engineering services, and authorize the Interim City Manager/General Manager to sign documents	CC-23-109	Candy Staring
q.	Approve carry forward of budget appropriations from FY23 to FY24	CC-23-112	Christy Cluck

4. Public Comment on Items not Scheduled for Public Hearings

*Stillwater City Code, Section 2-53(a) & (b), provides that taxpayers or residents of the city, or their authorized legal representatives, may address the Council at a regularly scheduled meeting on **any item of business listed on the meeting agenda** provided they have submitted a written request prior to the meeting either online at [Request to speak form](#) or via the form found in the lobby outside Council chambers prior to meetings.*

5. Items Removed from Consent Docket

Items removed from the consent docket are placed on this section of the agenda for discussion, revision, amendment and/or tabling prior to action by the City Council. The City Council may take action, including a vote or series of votes, on items removed to this section of the agenda after the requested discussion, revision or amendment.

6. Public Hearings

The Council will hear public comments, discuss, and take action including a vote or series of votes on each item listed as presented or as amended by the City Council unless the agenda entry specifically states that no action will be taken.

a.	Receive public comment regarding a request from Jerrod Foutes/Vertical Bridge for a Specific Use Permit to allow a cell tower at 1730 N Jardot Road (Tabled at June 12, 2023 meeting)	CC-23-103	Jacquelyn Porter Beth Anne Childs
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7. General Orders

The Council will hear a staff presentation, discuss, and take action including a vote or series of votes on each item listed as presented or as amended or revised by the City Council unless the agenda entry specifically states that no action will be taken. The requested City Council action is indicated in each agenda entry but may be amended or revised prior to action by the City Council.

a.	Stillwater Area Sports Association annual report		Carolyn Walstad
b.	Presentation on the design process for the new Stillwater Regional Airport Terminal project		Connie McFarland
c.	Consider approval of amendments to the Professional Services Agreement with McFarland	CC-23-115	Melissa Reames

	Architects in a total amount not-to-exceed \$1,616,635 to complete the new terminal design at Stillwater Regional Airport		
d.	Consideration, discussion, and possible action regarding the performance-based efficiency contract with JCI and project financing	CC-23-114	City Attorney

8. Resolutions

The City Council will hear a staff presentation, discuss, and take action including a vote or series of votes on each resolution listed as presented or as amended or revised by the City Council.

a.	RESOLUTION 2023-21: A RESOLUTION AUTHORIZING THE ASSIGNMENT OF THE STILLWATER REGIONAL AIRPORT GROUND LEASE AGREEMENT BETWEEN THE CITY OF STILLWATER AND DOUBLE C HANGAR, LLC TO STILLWATER FLIGHT CENTER HANGAR, LLC; AND AUTHORIZING THE CITY MANAGER TO SIGN RELATED DOCUMENTS NECESSARY FOR SUCH PURPOSE	CC-23-100	Gary Johnson
b.	RESOLUTION 2023-22: A RESOLUTION AUTHORIZING AND APPROVING THE SUBMISSION OF AN APPLICATION FOR FISCAL YEAR 2024 BIPARTISAN INFRASTRUCTURE LAW (BIL) FUNDS ADMINISTERED BY THE FEDERAL AVIATION ADMINISTRATION AND THE SUBMISSION OF AN APPLICATION FOR FISCAL YEAR 2024 STATE FUNDS ADMINISTERED BY THE OKLAHOMA AERONAUTICS COMMISSION FOR INFRASTRUCTURE IMPROVEMENTS AT STILLWATER REGIONAL AIRPORT		
c.	RESOLUTION 2023-23: A RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE OKLAHOMA WATER RESOURCES BOARD FOR FINANCIAL ASSISTANCE THROUGH THE DRINKING WATER STATE REVOLVING FUND PROGRAM TO FINANCE WATER SYSTEM IMPROVEMENTS; APPROVING PROFESSIONAL SERVICES AGREEMENTS; AND CONTAINING OTHER PROVISIONS RELATED THERETO		David Barth
d.	RESOLUTION 2023-24: A RESOLUTION STATING STILLWATER UTILITIES AUTHORITY'S INTENT TO REIMBURSE CAPITAL EXPENDITURES		David Barth

9. Ordinances

The City Council will hear a staff presentation, discuss, and take action including a vote or series of votes on each ordinance listed as presented or as amended or revised by the City Council.

First Read

a.	ORDINANCE No. 3524: AN ORDINANCE REZONING A TRACT OF LAND LOCATED AT 1017 AND 1109 WEST 9 TH AVENUE, 1022,1024, 1104, 1110, 1122, AND 1124 WEST
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	10 TH AVENUE AND 920 THRU 924 SOUTH JEFFERSON STREET FROM SMALL LOT SINGLE FAMILY RESIDENTIAL DISTRICT (RSS) TO TWO-FAMILY RESIDENTIAL DISTRICT (RT)
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Second Read

b.	ORDINANCE No. 3523: AN ORDINANCE CLOSING A PORTION OF THE 16-FOOT WATER EASEMENT OF LOT 3, BLOCK 2, THE STICKS, AN ADDITION TO THE CITY OF STILLWATER, PAYNE COUNTY, OKLAHOMA, NEAR PROPERTY ADDRESSED AS 119 EAST TYLER AVENUE
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10. Reports from Officers and Boards

Announcements and remarks of general interest may be made by Councilors, City Manager or City Attorney. Items of City business that may require discussion or action including a vote or series of votes are listed below.

- a. Miscellaneous items from the City Attorney
- b. Miscellaneous items from the City Manager
- c. Miscellaneous items from the City Council

11. Questions and Inquiries

12. Adjourn

On 07.06.23 at 5:50, a true and correct copy of this agenda was posted on the kiosk outside City Hall, 723 S Lewis Street, Stillwater, OK. *person*

The City of Stillwater encourages participation from all citizens. If participation at any public meeting is not possible due to a disability, please notify the City Manager's office at least 48 hours prior to the meeting by calling 405.742.8209.

- Meetings are televised on AT&T U-verse channel 99 and Suddenlink channel 14.
- Find meeting agendas and minutes online at [Agendas and Minutes](#)
- Official minutes are archived in the City Clerk's office.
- Go to [eNotifications](#) for email notices when an agenda is posted. Select each elected or appointed board or committee for which you would like to receive notices.