



Together, Investing in Municipal Excellence

CITY COUNCIL MEETING AGENDA

SEPTEMBER 11, 2023

723 S. Lewis Street, Room 1122-B

Stillwater, OK 74074

5:30 PM

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

1. Call Meeting to Order
2. Pledge of Allegiance
3. Proclamations and Presentations
 - a. Constitution Week - Cimarron Chapter of DAR
 - b. Suicide Prevention & Recovery Awareness Month
 - c. Introduction of Stillwater Pioneer Pathfinders - Heather Mitchell, SPS
 - d. Introduction of citywide communications team

4. 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 consideration and 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 meeting minutes and executive session minutes for August 21, 2023		
b.	Approve budget amendments reflecting receipt and appropriation of \$6,000 in Library Digital Engagement grant funds to Stillwater Public Library	CC-23-141	Stacy Delano

c.	Acknowledge receipt of Stillwater Public Library Trust annual report		Stacy Delano
d.	Accept the permanent sewer line easement at 1107 S Gray Street that is required for the West College, Eyler and Manhole Rehabilitation Project	CC-23-136	David Barth
e.	Approve budget amendment allocating \$77,000 for purchase of two staff vehicles for Stillwater Fire Department	CC-23-137	Terry Essary
f.	Approve budget amendment reflecting receipt of grant funds of \$550,000 from Payne County E-911 Board for the Stillwater Communications Center Renovation Project	CC-23-135	Todd Parry
g.	Approve award of Bid #53-2023 Stillwater Police Communications Center Renovation to Evans Consoles, Inc. in the amount of \$482,836 and approve budget amendment reflecting expenditure allotment of \$550,000	CC-23-135	Todd Parry
h.	Approve Final Plat for Park Valley Addition Section 1	CC-23-142	Jacquelyn Porter
i.	Accept public improvements for Park Valley Addition 1 and Park Valley Lift Station System	CC-20-140	Candy Staring
j.	Accept Park Valley lift station warranty deed and easement dedications: • General utility easement consisting of 34,800 square feet to connect Section 1 to lift station • General sanitary sewer easement for the force main line from lift station to West 26th Avenue consisting of 18,999 square feet • General sanitary sewer easement for the gravity line from lift station to Frye Farms subdivision consisting of 24,301 square feet • Grant of easement (temporary access) from West 26th Avenue to lift station	CC-23-143	Jacquelyn Porter

	consisting of 47,779 square feet		
k.	Approve budget amendment reflecting the transfer-out of the balance of \$373,056 in the Visitor Tax Fund (prior to Ordinance 3485) to Stillwater Economic Development Authority to fund the "development and maintenance of visitor amenities"		Christy Cluck
l.	Approve budget amendment reflecting the transfer-out of \$805,000, which is 30% of visitor tax collections for FY23 and projected FY24, from the Visitor Tax Fund to Stillwater Economic Development Authority to fund the "development and maintenance of visitor amenities" as identified in Ordinance 3485		Christy Cluck
m.	Approve and authorize the Mayor to sign the Memorandum of Understanding related to the Building Resilient Infrastructure and Communities Direct Technical Assistance initiative	CC-23-138	Shelly Crynes
n.	Approval of First Amendment to Employment Agreement for City Attorney Kimberly Carnley		
o.	Approve Stillwater Police Department's purchase of 86 soft body armor packages from North American Fire Equipment Company for \$103,590.60 under State Contract SW0764 20-25	CC-23-144	Jeff Watts
p.	Approve lease agreement between City of Stillwater and Oklahoma Office of Management & Enterprise Services for the property addressed as 701 E 12 th Avenue for the purpose of operating a State of Oklahoma Driver's License Office		Kimberly Carnley
q.	Approve the extension of the ground lease between Stillwater Regional Airport and the Stillwater Utilities Authority for Waste Management facilities with an annual rent payment of \$14,485.68	CC-23-145	Kellie Reed
r.	Approve budget amendments reflecting receipt and appropriation of \$3,500 donation from Visit Stillwater for complimentary passenger coffee service at Stillwater Regional Airport		Kellie Reed

5. Public Comment on Items not Schedules 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.

6. Items Removed from the 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.

7. General Orders

The City 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 action is indicated in each agenda entry but may be amended or revised prior to action by the City Council.

a.	Presentation and discussion of the new Stillwater Comprehensive Plan process, and possible action to approve a contract for professional services with Freese & Nichols	CC-23-147	Jacquelyn Porter
b.	Presentation, discussion, and possible action to adopt the 2023-2027 Strategic Plan	CC-23-139	Dawn Jones

8. 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

9. Questions and Inquires

10. Adjourn

On _____ at _____, a true and correct copy of this agenda was posted on the kiosk outside City Hall, 723 S Lewis Street, Stillwater, OK.

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.

Strategic Priorities At A Glance



#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT

To provide effective services and accountable government by practicing fiscal responsibility, transparency and outstanding customer service.



#2 MOTIVATED MANAGEMENT

To serve with integrity and demonstrate proactive leadership, motivated management and smart planning skills needed to create a better community.



#3 SAFE COMMUNITY

To promote a safe and secure community for all residents through equitable services, enhanced relationships, and responsive care.



#4 CONNECTED SPACES

To develop a strong sense of place by providing opportunities and services, such as transportation, utilities, and parks to best meet the needs of the public.



#5 UNIQUE CULTURE

To cultivate partnerships that enhance the spirit of Stillwater with equal access to services and amenities, strong and connected neighborhoods, and a thriving economy.



#6 ENGAGED & INVESTED RESIDENTS

To encourage participation and an understanding of government through outreach and inclusive initiatives that inspire trust and pride in local government.