



Together, Investing in Municipal Excellence

**STILLWATER ECONOMIC DEVELOPMENT AUTHORITY MEETING AGENDA**  
NOVEMBER 13, 2023

723 S. Lewis Street, Room 1122 B  
Stillwater, OK 74074  
5:30 PM

Chair Will Joyce, Vice Chair Amy Dzialowski, Trustees Christie Hawkins, Kevin Clark, & Tim Hardin

1. Call Meeting to Order

2. 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 10.16.23 regular meeting minutes |
|----|------------------------------------------|

|    |                                                                         |
|----|-------------------------------------------------------------------------|
| b. | Approve Stillwater Economic Development Authority 2024 meeting schedule |
|----|-------------------------------------------------------------------------|

3. Public Comment

4. Questions and Inquiries

5. 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 Trustees. The Trustees 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. Reports from Officers and Boards

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

## 7. Adjourn

On November 10 at 8:00 a.m., a true and correct copy of this agenda was posted on the kiosk outside City Hall, 723 S. Lewis Street, Stillwater, OK.

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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 Optimum channel 14.
- Find meeting agendas and minutes online at [Agendas and Minutes](#)
- Official minutes are archived in the City Clerk's office.

IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA  
WAS POSTED OCTOBER 12, 2023 AT 4:00 P.M. AT THE MUNICIPAL BUILDING,  
723 SOUTH LEWIS, STILLWATER, OKLAHOMA

MINUTES  
STILLWATER ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR MEETING  
COUNCIL HEARING ROOM  
723 S. LEWIS  
OCTOBER 16, 2023

**PRESENT:** CHAIR WILLIAM H. JOYCE, VICE CHAIR AMY DZIALOWSKI,  
TRUSTEES CHRISTIE HAWKINS, KEVIN CLARK AND TIM HARDIN

**ABSENT:** NONE

**1. CALL MEETING TO ORDER**

Chair Joyce called the meeting to order at 6:50 p.m.

**2. CONSENT DOCKET**

- a. Approve September 11, 2023 regular meeting minutes

MOTION BY VICE CHAIR DZIALOWSKI, SECOND BY TRUSTEE CLARK TO APPROVE THE  
CONSENT DOCKET AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA.  
NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

**3. PUBLIC COMMENT ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING**

There were no requests to speak on agenda items not scheduled for public hearing.

**4. ITEMS REMOVED FROM CONSENT DOCKET**

None.

**5. GENERAL ORDERS**

- a. Chamber of Commerce quarterly Economic Development report

Chamber of Commerce Economic Development Coordinator Reagan Mitchell presented the quarterly economic development update. She discussed the big highlights at the State level and a grant process through the Oklahoma Department of Commerce called The Oklahoma Target Opportunity Program. Ms. Mitchell presented the highlights of Business Retention & Expansion in the Stillwater area. She reported that the HUB has selected Lambert Construction as their general contractor. The Chamber is working with Meridian Technology Center's Business Incubator to develop a 12 week program called Small Business University that will help small businesses and local entrepreneurs develop a full-fledged business plan. Ms. Mitchell discussed the success and revenue that was generated from the Purchase on Perkins program that was initiated by the Chamber to help the businesses on Perkins Road during the road construction. She presented the redesign and remarket of the website and Grow Stillwater. Ms. Mitchell thanked the Council for their continued support.

No action was taken on this item.

## **6. QUESTIONS & INQUIRIES**

None.

## **7. REPORTS FROM OFFICERS & BOARDS**

- a. Miscellaneous items from General Counsel: No report.
- b. Miscellaneous items from General Manager: No report.
- c. Miscellaneous items from Trustees: No report.
  - i) Discussion about scheduling items for future meetings

## **8. ADJOURN**

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HAWKINS TO ADJOURN THE OCTOBER 16, 2023 REGULAR MEETING OF THE STILLWATER ECONOMIC DEVELOPMENT AUTHORITY.

ROLL CALL VOTE: JOYCE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

The regular meeting of the Stillwater Economic Development Authority adjourned at 7:05 p.m.

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**WILLIAM H. JOYCE, CHAIR**  
**STILLWATER ECONOMIC DEVELOPMENT**  
**AUTHORITY**

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**TERESA KADAVY, SECRETARY**  
**STILLWATER ECONOMIC DEVELOPMENT**  
**AUTHORITY**



**STILLWATER CITY COUNCIL/SUA/SEDA  
2024 MEETING SCHEDULE  
\*\*Holiday Adjustment**

| DATE                                   | TIME      | PLACE                           |
|----------------------------------------|-----------|---------------------------------|
| JANUARY 8, 2024**                      | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| JANUARY 22, 2024**                     | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| FEBRUARY 5, 2024                       | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| FEBRUARY 26, 2024**                    | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| MARCH 4, 2024                          | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| MARCH 25, 2024**                       | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| APRIL 1, 2024                          | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| APRIL 15, 2024                         | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| MAY 6, 2024                            | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| MAY 20, 2024                           | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| JUNE 3, 2024                           | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| JUNE 17, 2024                          | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| JULY 1, 2024                           | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| JULY 15, 2024                          | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| AUGUST 5, 2024                         | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| AUGUST 19, 2024                        | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| SEPTEMBER 9, 2024                      | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| SEPTEMBER 23, 2024                     | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| OCTOBER 7, 2024                        | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| OCTOBER 21, 2024                       | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| NOVEMBER 4, 2024                       | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| NOVEMBER 18, 2024                      | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| DECEMBER 2, 2024                       | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| DECEMBER 16, 2024                      | 5:30 P.M. | 723 SOUTH LEWIS, STILLWATER, OK |
| Prepared by: Teresa Kadavy, City Clerk |           | Draft 10/27/2023                |