

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AGENDA WAS POSTED ON NOVEMBER 30, 2023 AT 4:45 P.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
DECEMBER 4, 2023**

**PRESENT: MAYOR WILLIAM H. JOYCE, COUNCILORS CHRISTIE HAWKINS,
KEVIN CLARK AND TIM HARDIN
ABSENT: VICE MAYOR AMY DZIALOWSKI**

1. CALL MEETING TO ORDER

Mayor Joyce called the meeting to order at 5:30 p.m.

2. PLEDGE OF ALLEGIANCE

The Stillwater City Council led the audience in the Pledge of Allegiance.

Mayor Joyce welcomed new City Manager Kimberly Meek to her first City Council meeting. Mayor recognized Assistant City Attorney Kim Payne sitting in for City Attorney Kimberly Carnley.

3. PROCLAMATIONS/PRESENTATIONS

None.

4. CONSENT DOCKET

- a. Approve November 13, 2023 regular session meeting minutes
- b. Approve budget amendment reflecting increased revenue projections of \$7,156,665 for receipt of donations/grants for Block 34 improvements
- c. Approve budget amendments reflecting the following transfers of funds for Block 34 improvements: Transfer Out - \$279,000 Transfer In - \$1,137, 999
- d. Accept the Block 34 engineering and architectural design documents and authorize staff to issue a donation receipt in the amount of \$251,678.09 to Stillwater Designs & Audio, Inc. for calendar year 2023
- e. Approve budget amendments reflecting revenue and expenditure of sponsorship grant funds from Grand River Dam Authority totaling \$20,000 for the Couch Park Ballfield Lighting Project
- f. Approve budget amendment appropriating \$250,000 to cover Lakeview Landing financing provided to the developer through a loan from Stillwater Utilities Authority to Stillwater Economic Development Authority

Councilor Clark removed item f. from the consent docket.

**MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR HARDIN TO APPROVE THE
CONSENT DOCKET MINUS ITEM F.**

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

5. PUBLIC COMMENT ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING

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

6. ITEMS REMOVED FROM CONSENT DOCKET

- f. Approve budget amendment appropriating \$250,000 to cover Lakeview Landing financing provided to the developer through a loan from Stillwater Utilities Authority to Stillwater Economic Development Authority

Assistant City Manager Brady Moore explained the redevelopment agreement allowed for an advance of assistance in development financing in the amount of \$250,000 to the Redeveloper for the payment of certain Pre-Development Costs such as architectural design, engineering drawings, and initial fees to help advance the project. Mr. Moore stated that the Redeveloper assigned rights to all documents to SEDA for future use.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO APPROVE ITEM F. FROM THE CONSENT DOCKET.

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

7. GENERAL ORDERS

- a. Consider approval of Block 34 revised Supplemental Donation Agreement

Assistant City Manager Brady Moore highlighted the changes on the revised Supplemental Donation Agreement. He stated that the donation amount has increased to 3,026,665 and there was some minor cleanup of the language in the contract such as removing the words "restricted use" since the additional \$26,665 has been donated. The extra \$26,665 was donated by the Irby family to help fund all the alternatives for the project. Mr. Moore thanked the Irby family for their generosity to the community and the Beckstrom's for their dedication towards this project.

Councilor Hawkins and Councilor Clark thanked the Irby family for their generosity in helping get this project over the finish line.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO APPROVE THE BLOCK 34 REVISED SUPPLEMENTAL DONATION AGREEMENT.

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

- b. Approve Bid #58-2023 award of a unit price contract, including alternate bids 1, 2, 3, 4 and 5, to Crossland Construction Co. for \$12,142,794.80 for construction of Block 34; approve budget amendment authorizing total expenditures not to exceed \$13,337,354, which includes construction, testing, construction management oversight agreement, and contingency; and authorize the City Manager to execute the construction agreement with Crossland Construction

Director of City Engineering Candy Staring gave a power point presentation of Block 34 and the area improvements including road reconstruction and stormwater improvements. She presented the base bid plus all five alternatives submitted by Crossland Construction totaling \$12,142,794.80. Ms. Staring stated that including testing, construction management oversight and contingency the total bid award would be \$13,337,354. She reported that the construction management oversight is being added because this project is a very unusual undertaking for the City's infrastructure staff, so construction management

oversight will insure quality and a great project outcome. Ms. Staring presented the anticipated schedule and strategic priorities for the Block 34 project and answered Council's questions.

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR CLARK TO APPROVE BID #58-2023 AWARD OF A UNIT PRICE CONTRACT, INCLUDING ALTERNATE BIDS 1, 2, 3, 4 AND 5, TO CROSSLAND CONSTRUCTION CO. FOR \$12,142,794.80 FOR CONSTRUCTION OF BLOCK 34; APPROVE BUDGET AMENDMENT AUTHORIZING TOTAL EXPENDITURES NOT TO EXCEED \$13,337,354 WHICH INCLUDES CONSTRUCTION, TESTING, CONSTRUCTION MANAGEMENT OVERSIGHT AGREEMENT, AND CONTINGENCY; AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE CONSTRUCTION AGREEMENT WITH CROSSLAND CONSTRUCTION.

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

Mayor Joyce thanked the Irby family, Kicker, Simmons, BancFirst, Beckstrom family, and everyone that has contributed towards the Block 34 project.

8. RESOLUTIONS

- a. Resolution No. CC-2023-44: A resolution of the Stillwater City Council authorizing and approving the submission of an application to the Oklahoma Department of Commerce for the Energy Efficiency Lighting Retrofit Program for the transition to energy efficient LED lighting for the City of Stillwater Norman McNickle Municipal Complex as an energy savings project

Grants Manager Shelly Crynes reported that on October 2, 2023, the Council received a report on energy saving projects that the City desires to implement. She stated that a lot of these projects are within the interior of City of Stillwater buildings and infrastructure. One of the projects is replacing interior lighting with LED lighting. This grant opportunity is through the Oklahoma Department of Commerce and would enable the retrofitting of interior lighting to LED lighting.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ADOPT RESOLUTION NO. CC-2023-44 AS PRESENTED.

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

9. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the City Attorney: None.
- b. Miscellaneous items from the City Manager:
 - City Manager Kimberly Meek announced that it's that time of year to apply or renew your burglar or fire alarm permit registration with the City of Stillwater. Permits are \$6 per alarm on your property. Residents who are at least 62 years of age and government entities do not pay fees. Applications are available online at Stillwaterok.gov and in-person at the Stillwater Police Department. The City wants to help in all ways possible to keep you and your family protected and safe.
- c. Miscellaneous items from the City Council:
 - Councilor Hardin announced that on Friday, December 15, from 4 to 6 p.m. at EveryMan (EM) at 615 S. Main St there will be the first ever "Public Safety Holiday Round-up." This is a holiday celebration with Stillwater Police, Stillwater Fire, Animal Welfare, and Emergency Management. There will be hot chocolate,

sweet treats, and plenty of holiday cheer along with flashing lights from our emergency responders. We hope our residents and patrons of all ages can participate in this fun event.

- Councilor Clark stated that the City is accepting applications for citizen representatives to fill positions on the Board of Drainage Appeals, Building Trades Board, and the Board of Adjustment. Each board consists of five members serving three year terms. If anyone would like to get involved in their local government and help make Stillwater even greater, please consider applying online at Stillwaterok.gov/citizenboards.
 - Councilor Hawkins invited residents to mark their calendars this Thursday, December 7, for the annual Holiday Parade of Lights. The event kicks off at 6:30 p.m. with candy and light sabers for the kids. The parade will begin at 7 p.m. and afterward will be the official tree lighting at 8 p.m. at Chris Salmon Plaza at 9th and Main. Throughout the holiday season, the City hopes residents and patrons enjoy the free carriage rides, holiday lights set to music at Chris Salmon Plaza, Santa and Sensitive Santa from the North Pole, Lights on Lake McMurry, and much more. For more information about the parade, go to Stillwaterok.gov/holidays and go to the Visit Stillwater calendar for a full list of community-wide holiday events, at visitstillwater.org/events. As always, thank you for shopping and dining local for holiday gifts and food.
 - Mayor Joyce announced that on Tuesday, December 19, from 5:30 to 7 p.m., Stillwater Regional Airport will be hosting "SWO for the Holidays." Please bring the kids out to the airport to meet Santa and enjoy cookies and hot chocolate. Also, there will be opportunities to win \$2,000 in American Airlines gift cards by entering the "Fly Home for the Holidays," with Visit Stillwater. \$1,500 in AA gift cards will be given to winners who have shopped local during the holiday season and submitted their receipts in the amount of \$50 or more. However, \$500 in gift cards will be awarded on Dec. 19, at the SWO holiday event. For information on how to enter to win gift certificates, please go to visitstillwater.org. The City hopes you can join us on the 19th and as always, choose Stillwater Regional Airport for your traveling needs.
 - Mayor Joyce reminded residents that City offices will be closed on Monday, December 25 for the Christmas holiday. City offices will also be closed on Monday, January 1, for New Year's Day. The calendar for waste management is adjusted to accommodate the holiday season. For the week of Christmas and the week of New Year's, normal trash, recycling and yard waste pick-up will be delayed a day (since both holidays are on a Monday). For example, if your normal trash pick-up day is on Friday, then your trash pick-up day will be on Saturday for those two weeks. If you need additional information or the collection schedule, go online to stillwaterok.gov/wastemanagement or call Waste Management at (405) 742-8269.
- i. Discussion about scheduling items for future meetings.

10. QUESTIONS & INQUIRIES

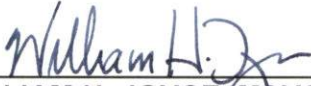
None.

11. ADJOURN

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO ADJOURN THE DECEMBER 4, 2023 REGULAR MEETING OF THE STILLWATER CITY COUNCIL.

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

The December 4, 2023 regular meeting of the Stillwater City Council adjourned at 5:55 p.m.



WILLIAM H. JOYCE, MAYOR
STILLWATER CITY COUNCIL



TERESA KADAVY
CITY CLERK