

IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW  
THE AGENDA WAS POSTED MARCH 29, 2024 AT 11:30 A.M.  
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA

MINUTES  
STILLWATER CITY COUNCIL  
REGULAR MEETING  
COUNCIL HEARING ROOM  
723 S. LEWIS  
APRIL 1, 2024

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

**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.

**3. PROCLAMATIONS/PRESENTATIONS**

a. Sexual Assault Awareness Month Proclamation

Mayor Joyce read the proclamation declaring April 2024 as Sexual Assault Awareness Month. Brandi White, Wings of Hope Executive Director, accepted the proclamation and she discussed the mission of Wings of Hope and the statistics of those served.

b. Fair Housing Month Proclamation

Mayor Joyce read the proclamation declaring April 2024 as Fair Housing Month. Toni Broyles, Stillwater Housing Authority Executive Director, accepted the proclamation and she discussed the goals and objectives of the housing authority.

**4. CONSENT DOCKET**

- a. Approve March 25, 2024 regular meeting minutes
- b. Approve Assignment of Contract from Bancroft International to Bancroft Design, Inc. and authorize the City Manager to execute the Form
- c. Approve the purchase of real estate at 2206 W. 6th Avenue for required right-of-way in the ODOT SH-51 construction project, approve the associated budget amendment, and authorize the City Manager to sign the related documents
- d. Approve amendment 4 to professional services agreement with Kimley-Horn for 12th Avenue Health Corridor Study and approve associated budget amendment and authorize the City Manager to execute.
- e. Approve waiver of Payment in Lieu of Taxes (PILOT) of \$8,798.02 as requested by Stillwater Housing Authority
- f. Approve the Oklahoma Wireless Information Network (OK-WIN) Land Mobile Radio (LMR) Services Agreement

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR CLARK TO APPROVE THE CONSENT DOCKET AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, DZIALOWSKI-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**

None.

## **7. PUBLIC HEARINGS**

- a. Receive public comment regarding a request from Independent School District No. 16 and Stillwater National Bank to rezone properties addressed as 1120 North Husband Street and 1515 North Boomer Road from Commercial Shopping (CS) and Commercial General (CG) to Public (P).

City Planner Jacquelyn Porter stated that the applicant requests review and approval of a Map Amendment to rezone the properties addressed as 1515 North Boomer Road and 1120 North Husband Street from Commercial General (CG) and Commercial Shopping (CS) to Public (P). The Independent School District No. 16 and Stillwater National Bank are requesting a rezoning to Public (P) in preparation for the expansion of the Stillwater High School campus. Ms. Porter stated that the property addressed as 1515 North Boomer Road is the location of Cimarron Plaza shopping center, which was the previous location of several commercial businesses, and is located just north of the current Stillwater High School campus. The property addressed as 1120 North Husband Street is located directly southeast of the current Stillwater High School Campus, and is currently a vacant lot.

Mayor Joyce opened the public hearing.

Stephen Gose, Gose and Associates, 113 E. 8<sup>th</sup>, spoke on behalf of the applicant.

Mayor Joyce closed the public hearing.

Planning Commission recommended approval 4-0.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO ACCEPT THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE THE MAP AMENDMENT FOR THE PROPERTIES ADDRESSED AS 1515 NORTH BOOMER ROAD AND 1120 NORTH HUSBAND STREET.

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

## **8. GENERAL ORDERS**

- a. Presentation and possible action to approve the Simmons Bank Grant Agreement

Deputy City Manager Brady Moore stated that staff were excited to bring before Council the Simmons Bank Grant Agreement for their generous gift and commitment to Block 34 of \$1,500,000. The agreement establishes 25-year naming rights to a large open-air pavilion officially called the Simmons

Bank Pavilion. Mr. Moore presented the final drawings of the Simmons Bank Pavilion and then introduced Kevin Fowler and Scott Petty with Simmons Bank.

Mr. Fowler stated that a grant this size is not random as Simmons Bank has only done this a handful of times in their 120-year history. This is about contributing to a vibrant community, a community where their customers have stayed loyal. Mr. Fowler stated that what also matters is the fact that economic development in downtown Stillwater is huge and it doesn't matter about their socio-economic situation, everyone will be welcome to this facility.

Mr. Petty stated it was great to be a part of this major gift to the community and he thanked City staff for their hard work and for working with Simmons Bank and their team. Mr. Petty thanked Mr. Irby and Kicker for their contributions to Block 34.

Mayor Joyce thanked Simmons Bank for their commitment to the community for this gift and as a huge anchor in the Downtown area.

Discussion was held amongst staff and Council on how to track this agreement so it can be reviewed for renewal in 25 years.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HARDIN TO APPROVE THE SIMMONS BANK GRANT AGREEMENT.

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

- b. Presentation, discussion and possible action to approve the FY25 Pavement Management Program (PMP)

Transportation and Drainage Engineering Manager Travis Small reported that the Transportation Sales Tax Fund, a 1 cent sales tax, funds the entire PMP and is projected by the end of FY24 to accumulate approximately \$10M. Staff has systematically inspected and evaluated various locations and projects to include in this program. These projects include a combination of maintenance, rehabilitation and reconstruction of various transportation infrastructures across the City. Mr. Small first presented and discussed the PMP moving forward through the end FY24. He then presented the proposed work for the FY25 PMP based on expected sales tax revenues of \$10M. This list has been presented to TPAC and they approved this project list to be presented to Council for approval. Mr. Small answered Council's questions.

MOTION BY COUNCILOR CLARK, SECOND BY VICE MAYOR DZIALOWSKI TO APPROVE THE FY25 PMP AS PRESENTED.

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

## 9. RESOLUTIONS

- a. Resolution No. CC-2024-8: A resolution declaring the intent to consider approval of a Project Plan and creation of one or more Tax Incentive Districts under the Local Development Act; directing preparation of a Project Plan; appointing a Review Committee; directing the Review Committee to make findings as to eligibility and financial impact, if any, on affected taxing jurisdictions and business activities within the District; directing the Review Committee to make a recommendation with respect to the Proposed Project Plan; directing the Stillwater Planning Commission to determine conformance of the Proposed Project Plan with the

Stillwater Comprehensive Plan and to make a recommendation with respect to the Proposed Project Plan; and declaring an emergency

City Attorney Kimberly Carnley stated that this resolution is the first procedural step in the process for the City to consider approval of a project plan.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR CLARK TO ADOPT RESOLUTION NO. CC-2024-8 AS PRESENTED.

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

## **10. ORDINANCES**

### **a. First Reading**

Ordinance No. 3532 - An ordinance rezoning tracts of land located at 1515 N Boomer Rd & 1120 N Husband St From Commercial General (CG) and Commercial Shopping (CS) to Public (P).

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO ADVANCE ORDINANCE NO. 3532 TO SECOND READ AS PRESENTED.

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

### **b. Second Reading**

Ordinance No. 3533: An ordinance closing a portion of a rights-of-way located near Lots Twenty-Three (23) and Twenty-Four (24), in Block Fifty-Seven (57), Original Town, now City of Stillwater, Payne County, Oklahoma, near property addressed as 1101 South Main Street

MOTION BY COUNCILOR CLARK, SECOND BY VICE MAYOR DZIALOWSKI TO ADOPT ORDINANCE NO. 3533 AS PRESENTED.

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

## **11. APPOINTMENTS**

### **a. Stillwater Housing Authority**

MOTION BY MAYOR JOYCE, SECOND BY VICE MAYOR DZIALOWSKI TO REAPPOINT SUE BONNER TO THE STILLWATER HOUSING AUTHORITY.

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

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

### **a. Miscellaneous items from the City Attorney:**

- i. Request for Executive Session pursuant to 25 O.S. Section §307 (B)(1) of the Oklahoma Open Meeting Act for the purpose of confidential communication regarding the employment, appointment, promotion, demotion, disciplining or resignation of Stillwater City Attorney Kimberly Carnley.

- ii. Request for Executive Session pursuant to 25 O.S. Section §307 (B)(1) of the Oklahoma Open Meeting Act for the purpose of confidential communication regarding the employment, appointment, promotion, demotion, disciplining or resignation of City Manager Kimberly Meek.
- b. Miscellaneous items from the City Manager:
  - City Manager Kimberly Meek announced that April is World Autism Awareness Month. According to autismspeaks.org, one in five children (ages 3 to 17), are diagnosed with Autism Spectrum Disorder. There are approximately 5.4 million autistic adults in the United States. Also, tomorrow (April 2) is World Autism Awareness Day so wear blue to signify understanding and acceptance.
- c. Miscellaneous items from the City Council:
  - Councilor Hardin announced that residents can now fill out an application online to start new utility services. Thanks to the Utility and Billing Department, new residential customers may complete an online application or come to City Hall during business hours and fill out the form in person.
  - Councilor Clark stated that the Friends of the Stillwater Public Library will have their annual Used Book Sale, April 18-21. The preview night is Thursday from 5 to 8 p.m., and the general public sale is Friday from 12 to 8 p.m. and Saturday, 10 a.m. to 5 p.m. The dollar bag sale will be on Sunday, 1:30 to 4 p.m. Bags will be provided and there is no limit.
  - Vice Mayor Dzialowski reminded residents that City staff wants your feedback for Stillwater's new Comprehensive Plan. A Comprehensive Plan establishes a vision for the next 10 to 20 years of a city's growth. Please take the survey and share your input.
  - Vice Mayor Dzialowski also announced that the Stillwater Arts Festival is coming up and has more than 50 regional artists participating this year. This year's event will be at the Prairie Arts Center, 1001 S Duck Street, on Friday, April 19, 12-8 p.m., and Saturday, April 20, 9 a.m. to 6 p.m. This is a family friendly event that includes live music, artist demos, food trucks, the farmer's market, and much more.
  - Mayor Joyce reminded residents that Election Day is Tuesday, April 2, with polls open 7 a.m. to 7 p.m. The City encourages every registered voter to research all candidates and propositions included on ballots and vote in the direction they believe is best.
- i. Discussion about scheduling items for future meetings.

### 13. QUESTIONS & INQUIRIES

None.

### 14. EXECUTIVE SESSION

- a. Confidential communication regarding the employment, appointment, promotion, demotion, disciplining, or resignation of City Attorney Kimberly Carnley.
- b. Confidential communication regarding the employment, appointment, promotion, demotion, disciplining or resignation of City Manager Kimberly Meek.

MOTION BY MAYOR JOYCE, SECOND BY VICE MAYOR DZIALOWSKI TO RECESS THE STILLWATER CITY COUNCIL MEETING AT 6:16 P.M.

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

Stillwater City Council meeting recessed at 6:16 p.m. to convene Stillwater Utilities Authority meeting.

Stillwater City Council reconvened at 6:28 p.m.

MOTION BY COUNCILOR HARDIN, SECOND BY COUNCILOR CLARK TO ENTER INTO EXECUTIVE SESSION AT 6:28 P.M.

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

#### 15. RETURN FROM EXECUTIVE SESSION

MOTION BY COUNCILOR CLARK, SECOND BY VICE MAYOR DZIALOWSKI TO RECONVENE THE REGULAR STILLWATER CITY COUNCIL MEETING AT 8:04 P.M.

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

- a. Possible action regarding the employment, appointment, promotion, demotion, disciplining or resignation of City Attorney Kimberly Carnley.
- b. Possible action regarding the employment, appointment, promotion, demotion, disciplining or resignation of City Manager Kimberly Meek.

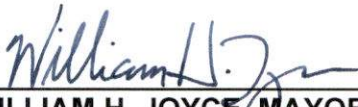
No action was taken on item a. or item b.

#### 16. ADJOURN

MOTION BY COUNCILOR CLARK, SECOND BY VICE MAYOR DZIALOWSKI TO ADJOURN THE APRIL 1, 2024 REGULAR MEETING OF THE STILLWATER CITY COUNCIL.

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

The April 1, 2024 regular meeting of the Stillwater City Council adjourned at 8:05 p.m.

  
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WILLIAM H. JOYCE, MAYOR  
STILLWATER CITY COUNCIL

  
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TERESA KADAVY  
CITY CLERK