



Together, Investing in Municipal Excellence

CITY COUNCIL MEETING AGENDA

JUNE 3, 2024

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.	National Gun Violence Awareness Day Proclamation
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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 May 20, 2024 regular meeting minutes		
b.	Authorize the City Manager to sign contracts related to benefits administration.	CC-24-73	Leah Womack
c.	Approve the following FY2024-2025 agreements: - Payne County Youth Services Extension of Agreement - Project H.E.A.R.T., Inc. Extension of Lease Agreement		Barbara Bliss

	• Lake McMurtry Friends Extension of Operations Agreement		
d.	Approve budget amendments to increase revenue and expenditure accounts from OMAG insurance proceeds to fund repairs to damaged IT vehicle		Brad Stewart
e.	Approve Electric and Telecommunications Easement located at 2020 W. 3rd Avenue		Kimberly Carnley
f.	Approve the Assignment of Contract Form from Kirkpatrick Architectural Studio to Brandstetter Carroll, Inc. and authorize the City Manager to sign the Form.	CC-24-74	Candy Staring
g.	Approve State of Oklahoma Department of Transportation Supplemental and Modification Agreement No. 1 Project Maintenance, Financing, and Right-of-Way Agreement		Brady Moore, Shelly Crynes
h.	Accept a permanent Electric Utility Easement located at 1730 North Jardot Road	CC-24-75	Jacquelyn Porter

5. 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.

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. 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 Steuver Holding Company (Justin Steuver) for a map amendment (MA24-02) to rezone property addressed as 1205 S. Duck Street from Small Lot	CC-24-76	Jacquelyn Porter
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	Single Family Residential (RSS) to Two-Family (RT) district.		
b.	Receive public comment regarding the proposed operating budget for fiscal year 2024-2025 and consider action to incorporate changes presented during this public hearing and/or other changes identified by the Council and return to the Council for review at the June 17, 2024 meeting or direct staff to proceed with adoption of the budget as proposed in the attached schedule at the June 17, 2024 meeting.		Jared Thulin, Christy Cluck

8. 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.	SASA Annual Report		Carolyn Walstad
b.	Stillwater Animal Welfare Update	CC-24-77	Dawn Dodson

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. 3538: AN ORDINANCE REZONING A TRACT OF LAND LOCATED AT 1205 SOUTH DUCK STREET FROM SMALL LOT SINGLE-FAMILY RESIDENTIAL DISTRICT (RSS) TO TWO-FAMILY RESIDENTIAL DISTRICT (RT).
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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. Appointments

a.	Western Payne County Ambulance Authority	CC-24-78	Staff
b.	Planning Commission	CC-24-79	Brady Moore

13. Adjourn

On May 31, 2024 at 11:15 a.m., a true and correct copy of this agenda was posted on the kiosk outside City Hall, 723 S. Lewis Street, Stillwater, OK.

1. 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 405.742.8243.
 - 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.

Proclamation
Stillwater OKLAHOMA
stillwaterok.gov
Together, Investing in Municipal Excellence

WHEREAS, in an average year, 735 Oklahomans die and 1,244 are wounded by guns, making Oklahoma the 13th highest rate of gun deaths in the US; and,

WHEREAS, the City of Stillwater is dedicated to protecting public safety in our community; and,

WHEREAS, in January 2013, Hadiya Pendleton was tragically shot and killed at age 15; and people across the United States will recognize National Gun Violence Awareness June 7-9, and wear orange in tribute to Hadiya Pendleton and other victims of gun violence and in support of the loved ones of those victims; and,

WHEREAS, the idea was inspired by a group of Hadiya's friends to commemorate her life by wearing orange; they chose this color because hunters wear orange to announce themselves to other hunters when out in the woods and orange is a color that symbolizes the value of human life; and,

WHEREAS, on June 1, 2022, Dr. Stephanie Husen, Dr. Preston Phillips, Amanda Glenn, and William Love were tragically shot and killed at St. Francis Hospital in Tulsa, and the Husen family has asked communities across Oklahoma to recognize National Gun Violence Awareness Day and wear orange in tribute to Dr. Husen, an Oklahoma State University College of Osteopathic Medicine graduate; and,

WHEREAS, anyone can join by pledging to wear orange on Friday, June 7, 2024, to help raise awareness about gun violence and encourage responsible gun ownership to help keep our children, families, and community safe.

NOW, THEREFORE, I, William H. Joyce, Mayor of the City of Stillwater, on behalf of the City Council and Stillwater residents, hereby declare Friday, June 7, 2024, to be National Gun Violence Awareness Day in the City of Stillwater.

WILLIAM H. JOYCE, MAYOR

ATTEST:

TERESA KADAVY, CITY CLERK

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AGENDA WAS POSTED MAY 16, 2024, AT 4:15 P.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
MAY 20, 2024**

PRESENT: MAYOR WILLIAM H. JOYCE, VICE MAYOR AMY DZIALOWSKI,
COUNCILORS CHRISTIE HAWKINS, KEVIN CLARK AND TIM HARDIN
ABSENT: NONE

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. Flood Awareness Month and acknowledgment of Turn Around Don't Drown contestant

Mayor Joyce read the proclamation declaring May 2024 as Flood Awareness Month. Watershed Quality Manager and Floodplain Administrator Zack Henson thanked the Council for bringing awareness to floodplains and the hazards associated with those floodplains. He encouraged residents to research the potential hazards on their property.

City Engineering Manager Travis Small explained the yearly Turn Around Don't Drown Poster competition. This competition is for third through fifth graders in the State of Oklahoma. He reported that a fifth-grade student from Will Rogers Elementary School, Dania Al Qanbar, received honorable mention with her poster design. Mr. Small introduced Dania's teacher, Myla Stevens, who spoke on the conversations explaining the concept drowning and of drawing this poster to Ms. Al Qanbar.

4. CONSENT DOCKET

- a. Approve May 8, 2024 special meeting minutes
- b. Approve FY25 Oklahoma Municipal Assurance Group (OMAG) policies for property and general liability insurance coverage in the amount of \$946,628 and a liability policy for Stillwater Regional Airport in the amount of \$9,722.
- c. Approve FY24 Audit Engagement with HSPG and Associates, PC
- d. Approve CKG Development, LLC Final Plat (SUB23-15) for Cedar Farms Subdivision, currently addressed as 2615 E. McElroy Road in the Small Lot Single Family Residential (RSS) district.
- e. Approve acceptance of public improvements for Cedar Farms
- f. Approve Easement Agreement for the Redbud Sewer Project and associated budget amendment
- g. Approve budget amendments reflecting receipt and appropriation of donation funds in the amount of \$2,838 for Stillwater Public Library
- h. Approve agreement with ODOT for installation of advance school warning signs and flashing beacons along SH-51

- i. Approval of agreement providing for the conveyance of a Temporary Construction Easement and a Permanent Pipeline Easement for construction and installation of a new natural gas pipeline on City property to Enable Oklahoma Intrastate Transmission, LLC in consideration of payment of \$65,758, and authorizing the Mayor to execute said easements.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS 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.

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 the proposed operating budget for fiscal year 2024-2025 and consider action to incorporate changes presented during this public hearing and/or other changes identified by the Council and return to the Council for review at a future meeting or direct staff to proceed with adoption of the budget as proposed in the attached schedule at a future meeting.

Assistant City Manager and Finance Director Christy Cluck stated that staff does not feel that the public notice published in the local newspaper is sufficient to meet the intent of transparency to the citizens. For this reason, staff is requesting to defer this public hearing to June 3, 2024. Ms. Cluck stated that the public notice is available on the City website and will be published again in the newspaper in a more transparent format.

- b. Pursuant to 11 O.S. § 22-112 and 11 O.S. §22-112.4, the Stillwater City Council will conduct a hearing to determine whether the structure located at 638 East 14th Avenue, Stillwater, Oklahoma, and owned by David & Brenda Sorenson, is dilapidated as defined in 11 O.S §22-112(C) and abandoned as defined in 11 O.S. §22-112.4(E). The City Council shall make a determination as to whether said building is dilapidated and/or abandoned as defined by the referenced statutes and whether to order the abatement and removal of said structure and the assessment of all associated costs thereof to the owner of said property.

Beth Anne Childs, Childs Law Firm, discussed the history of this property and the past notices of abatement. She stated that she visited with Mr. Sorenson and that some progress was made on the property today in regards to the bushes around the building. Staff is requesting because of how long this has been going on, that the resolution be approved, giving 90 days for continued improvements, or the City Manager is vested with the authority to have the property demolished.

Mayor Joyce opened the public hearing.

Mr. Sorenson spoke on his behalf stating the plans for the improvements to the property.

Mayor Joyce closed the public hearing.

- c. Pursuant to 11 O.S. § 22-112 and 11 O.S. §22-112.4, the Stillwater City Council will conduct a hearing to determine whether the structure located at 915 South McDonald Street, Stillwater,

Oklahoma, and owned by Jerry D. and Jennifer S. Knight is dilapidated as defined in 11 O.S §22-112(C) and abandoned as defined in 11 O.S. §22-112.4(E) The City Council shall make a determination as to whether said structure is dilapidated and/or abandoned as defined by the referenced statutes and whether to order the abatement and removal of said structure and the assessment of all associated costs thereof to the owner of said property.

Beth Anne Childs, Childs Law Firm, stated that she has had several conversations with Ms. Knight regarding this particular structure and Ms. Knight stated she has entered into a contract for a new roof. Ms. Childs stated that she went over each photograph with the owner stating the items that absolutely had to be repaired within the next 90 days. Staff recommends approving the resolution giving the owners the 90 day time frame to make the required improvements.

Mayor Joyce opened the public hearing.

Ms. Knight spoke on their behalf stating that they can make the necessary improvements in 90 days.

Mayor Joyce closed the public hearing.

- d. Pursuant to 11 O.S. § 22-112 and 11 O.S. §22-112.4, the Stillwater City Council will conduct a hearing to determine whether the structure located at 2110 West Sherwood, Stillwater, Oklahoma, and owned by Marie Oddette Saxon, is dilapidated as defined in 11 O.S §22-112(C) and abandoned as defined in 11 O.S. §22-112.4(E). The City Council shall make a determination as to whether said building is dilapidated and/or abandoned as defined by the referenced statutes and whether to order the abatement and removal of said structure and the assessment of all associated costs thereof to the owner of said property.

Beth Anne Childs, Childs Law Firm, stated that this property has been mowed and the brush has been cleaned up but there has been no progress on structural improvements. The property owner indicated to code enforcement that she has entered into a contract to sale the property but when code enforcement checked with county land records, nothing had been recorded. For this reason, staff recommends approving the resolution giving the owner the 90 day time frame for demolition.

Mayor Joyce opened and closed the public hearing as no one was present to speak.

8. GENERAL ORDERS

- a. Consideration, discussion and possible action to approve FY25 Agreement with Stillwater Museum Association, Inc.

Assistant City Manager and Human Resources Director Christy Driskel reported that the City of Stillwater has a long-standing agreement with the Stillwater Museum Association, Inc., which will collect, study, preserve and communicate about a collection of documents, photographs, artifacts, and other items which show the material culture of Stillwater, Oklahoma, and its history. She stated that as part of that agreement, the City of Stillwater has paid \$15,000 per year from 2007 to 2021. In 2022 and 2023, the City of Stillwater paid \$30,000 per year for capital upgrades to the Stillwater History Museum at the Sheerar and in support of the Museum to provide public education and to promote economic development by providing an attraction for tourists with exhibits, records and artifacts.

Ms. Driskel stated that this topic is split into two agenda items. The first item on the agenda is consideration of the annual allocation of funds in the amount of \$30,000 to the Stillwater Museum Association, Inc. in support of public education and preservation of documents, photographs, artifacts, and other items. This is a renewal from an agreement placed last year. The requested \$30,000 is included in the FY25 proposed budget with funds available.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO APPROVE AGREEMENT WITH STILLWATER MUSEUM ASSOCIATION, INC. IN THE BUDGETED AMOUNT OF \$30,000.

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

- b. Consideration, discussion and possible reasonable action on Stillwater Museum Association, Inc.'s request for one-time capital investment in the amount of \$20,000 to support renovations to the museum building.

Assistant City Manager and Human Resources Director Christy Driskel stated that this item is part two of this year's request. She reported that the Stillwater History Museum at the Sheerar recently underwent renovations. They are requesting assistance of \$20,000 to support the recent renovation project. Ms. Driskel stated that the additional \$20,000 request would require funds to be identified and reallocated towards this project and an amendment could be brought back for Council's approval. She reported that if funds are approved, staff would review facility maintenance budgets of current City facilities and/or departments and divisions operating budgets for fund reallocation to this item.

Mayor Joyce stated he would like to see if it's possible for the City to find \$50,000 to \$100,000 to create a yearly grant program that would allow the City to support facilities and programs that are not the City's but that are important to the City. He stated this would need to be a structured program with an application process. Discussion was held amongst Council and Ms. Driskel answered their questions.

Stillwater Museum Association President Candace Robinson spoke on behalf of the Museum and discussed the renovations.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO DENY THE REQUEST OF THE ADDITIONAL \$20,000 AND DIRECT STAFF TO PROCEED ON A POSSIBLE YEARLY GRANT PROGRAM.

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

Mayor Joyce thanked the Stillwater History Museum for all the work they do for the City.

9. RESOLUTIONS

- a. Resolution No. CC-2024-12: A resolution of the Stillwater City Council declaring the secondary structure located at 915 South McDonald Street, Stillwater, Oklahoma, dilapidated and abandoned, and a public nuisance detrimental to the health, safety, and welfare of the general public and the community, and ordering the dilapidated structure to be torn down and removed pursuant to 11 O.S. §22-112

MOTION BY COUNCILOR HAWKINS, SECOND BY VICE MAYOR DZIALOWSKI TO ADOPT RESOLUTION NO. CC-2024-12 AS PRESENTED.

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

- b. Resolution No. CC-2024-13: A resolution of the Stillwater City Council declaring the structure located at 638 East 14th Avenue, Stillwater, Oklahoma, dilapidated and abandoned, and a public nuisance detrimental to the health, safety, and welfare of the general public and the

community, and ordering the dilapidated structure to be torn down and removed pursuant to 11 O.S. §22-112

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO ADOPT RESOLUTION NO. CC-2024-13 AS PRESENTED.

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

- c. Resolution No. CC-2024-14: A resolution of the Stillwater City Council declaring the structure located at 2110 West Sherwood Avenue, Stillwater, Oklahoma, dilapidated and abandoned, and a public nuisance detrimental to the health, safety, and welfare of the general public and the community, and ordering the dilapidated structure to be torn down and removed pursuant to 11 O.S. §22-112

MOTION BY COUNCILOR HARDIN, SECOND BY COUNCILOR CLARK TO ADOPT RESOLUTION NO. CC-2024-14 AS PRESENTED.

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

- d. Resolution No. CC-2024-15: A resolution declaring the eligibility of the City of Stillwater to submit an application to the Oklahoma Department of Transportation for use of transportation alternatives program funds set forth by the Infrastructure Investment and Jobs Act (IIJA) for the second phase of the Rails-To-Trails Project from McElroy Road to 6th Avenue; assures sufficient funding for operation and maintenance for the life of the project; assures that the City of Stillwater will have title or permanent easement for the project by the time of the project letting; authorizing the Mayor or Vice-Mayor to sign the grant application and any related documents necessary to secure funding and complete the project; and approving a budget amendment to appropriate funds for the required local match.

Deputy City Manager Brady Moore reported that this resolution authorizes the City of Stillwater to submit an application to the Oklahoma Department of Transportation for the transportation alternatives program. In 2022, the City applied for a grant from this program and in 2023 was awarded \$1.2 million for the first phase of the Stillwater Rails to Trails project. Mr. Moore stated that this application will be for the second phase of the Rails to Trails project. He reported that the 20% matching funds have been identified in the transportation sales tax fund and a budget amendment is included.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR CLARK TO ADOPT RESOLUTION NO. CC-2024-15 AS PRESENTED.

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

- e. Resolution No. CC-2024-16 A resolution of the Stillwater City Council authorizing and approving the submission of an application for Fiscal Year 2024 Bipartisan Infrastructure Law (BIL) Airport Terminals Program (ATP) Funds, Airport Infrastructure Grant (AIG) Funds, and Airport Improvement Program (AIP) Entitlement And Discretionary Funds administered by the Federal Aviation Administration (FAA) for Airport Infrastructure Improvements at Stillwater Regional Airport; and approving the associated budget amendments for the required sponsor match

City Attorney Kimberly Carnley stated that this resolution authorizes the City to apply for Fiscal Year 2024 FAA funds for Airport Terminals Program Grant Funds, Airport Infrastructure Grant Funds, and Airport Improvement Program Entitlement and Discretionary Funds for infrastructure improvements at Stillwater Regional Airport. Ms. Carnley stated that there are a couple of verbal amendments that she needs to make to the resolution. In paragraphs 7 and 8, the numbers need to be changed and should read the anticipated cost share under Fiscal Year 2024 FAA Grants are as follows: Federal Aviation Administration: \$13,322,247 (including ATP \$4,500,000; AIG \$1,300,538; AIP \$7,521,709) and City of Stillwater sponsor match: \$1,217,092 (including ATP \$236,842; AIG \$144,504; AIP \$835,745); and

the Resolution No. CC-2023-33 authorized appropriation of \$322,957 of City match funding, which will be applied to Phase 1 City of Stillwater sponsor match need of \$1,217,092;

so the resolution will authorize submission of Federal Aviation Administration grant applications for fiscal year 2024 FAA funds in an amount not-to-exceed \$13,322,247 and payment of matching funds and also seeks authorization to approve budget amendments in the amount of \$894,135 to appropriate remaining funds for the required sponsor match and the second attached budget amendment has been revised to reflect this.

Airport Director Kellie Reed gave an update on the Airport Terminal Project and answered Council's questions.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO ADOPT RESOLUTION NO. CC-2024-16 AS AMENDED.

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

10. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the City Attorney: None.
- b. Miscellaneous items from the City Manager:
 - Deputy City Manager Brady Moore announced that Stillwater Art Integration has developed the community's first utility box art program. This is a beautification, art inclusion, and graffiti abatement initiative. The contest is open to all students from Stillwater Public Schools, Meridian Technology, Oklahoma State University, and Northern Oklahoma College. The submission period is from Monday, May 20, to Thursday, August 15, 2024, 5:30 p.m. Artists will be recognized for their artwork but will not be paid for their project. This year's artwork theme is "It's Electric," to celebrate and educate the community on the importance of electricity and energy saving efforts. The top ten artwork submissions will be determined by Stillwater Art Integration Council. The top ten will then be placed online for community members to vote and determine the top six. The artwork will be installed on selected utility boxes by fall 2024. For more information, go to stillwaterok.gov/art.
- c. Miscellaneous items from the City Council:
 - Councilor Hardin reminded residents that City Hall will be closed Memorial Day, Monday, May 27. May we take this time to honor all those who served and made the ultimate sacrifice for our freedoms. Please remember that trash and recycling will be picked up as usual.
 - Councilor Clark announced that Fly-Day Food Trucks are back at Stillwater Regional Airport. Go to the old OSU Flight Center, 1818 Wright Drive, 11 a.m. to 2 p.m. on the second Friday of each month to enjoy Fly-Days beginning June 14

through October. This year, diners will have the opportunity to experience airside dining, located within the fence.

- Councilor Hawkins asked residents to save the date and celebrate Independence Day with Stillwater's 30th Boomer Blast Firework Show on Thursday, July 4, at Boomer Lake Park. Festivities will kick off at 6:30 p.m. with food trucks, music and more. The firework show will begin around 9:30 p.m. The City will continue to share event details on social media and online at Stillwaterok.gov/boomerblast.
- Vice Mayor Dzialowski reminded residents that Stillwater has two splash pads, one at Boomer Lake Park and the other at Southern Woods. Both will open on May 23. They are open daily from 10 a.m. to 8 p.m. The free splash pads are closed only during times of inclement weather or maintenance.
- Mayor Joyce announced that Stillwater Community United will be celebrating Juneteenth at Southern Woods Park on Saturday, June 15 from 11 a.m. to 1 p.m. All community members are invited to gather for games, music, free food and drinks, and entertainment for the whole family. For more information about the event, go to visitstillwater.org/swocommunityunited. Also, City Hall will be closed in observance of Juneteenth on Wednesday, June 19. Trash and recycling will be collected as usual, but not yard waste.
- Mayor Joyce thanked the residents that cleaned up Kameoka Trail.
- i. Discussion about scheduling items for future meetings.

11. QUESTIONS & INQUIRIES

None.

12. ADJOURN

MOTION BY COUNCILOR HAWKINS, SECOND BY VICE MAYOR DZIALOWSKI TO ADJOURN THE MAY 20, 2024 REGULAR MEETING OF THE STILLWATER CITY COUNCIL.

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

The May 20, 2024 regular meeting of the Stillwater City Council adjourned at 6:20 p.m.

WILLIAM H. JOYCE, MAYOR
STILLWATER CITY COUNCIL

TERESA KADAVY
CITY CLERK

REPORT TO: CITY COUNCIL

MEETING DATE: JUNE 3, 2024



Agenda Item:	4.b. CC-24-73
Previous/Related Action:	
Background/Issue:	City staff meets with Gallagher Benefit Services (GBS) annually to review current plan designs, options offered, and vendors associated with the City employee health benefit programs. Information provided from GBS is the basis for the recommendation to renew a contract or to accept an alternate vendor based on submitted proposals. Listed below are the proposals for FY 2024-2025: • UMR (third-party administrator) administrative fee increased 2.7% or \$6,703 annually; • Surest – (third-party administrator) administrative fee increased 2.4% or \$1,517 annually; • Delta Dental no change from previous year’s funding; • Tokio Marine HCC (re-insurance carrier) increased 14.94% or \$134,798 annually; • Gallagher Benefit Services (health benefits broker) no change from previous year’s funding; • Hartford Insurance Group (Life and AD&D; Vol Life and Vol AD&D) no change from previous year’s funding; • Pharmacy remains with Express Scripts through the Gallagher Pharmacy Alliance (pharmacy coalition) contract.
Proposal/Solution:	Staff recommends Council to authorize the City Manager to sign contracts related to benefits administration for FY 2024-2025.
Financial Source/Impact:	Amounts are allocated in the prepared budget.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT #2 MOTIVATED MANAGEMENT
Recommended Action/Motion:	Motion to authorize the City Manager to sign contracts related to benefits administration as outlined in this report for FY 2024-2025.
Prepared By:	Leah Womack

Reviewed By:	Christy Driskel
	Teresa Kadavy
Submitted By:	Kimberly Meek, City Manager

Attachments

None

**EXTENSION OF AGREEMENT
PAYNE COUNTY YOUTH SERVICES**

THIS AGREEMENT is made and entered into on this ____ day of _____, 2024 by and between CITY OF STILLWATER, OKLAHOMA, a municipal corporation, and PAYNE COUNTY YOUTH SERVICES, INC., an Oklahoma Not for Profit Corporation.

WITNESSETH

WHEREAS, City of Stillwater ("Stillwater") and Payne County Youth Services, Inc. ("PCYS") entered into a written Agreement on or about the 19th day of June 2017; and

WHEREAS, Stillwater and PCYS intend to continue the contractual relationship established under said Agreement for an additional one-year term through the execution of an extension agreement ("Extension Agreement").

NOW, THEREFORE, IN CONSIDERATION OF THE FOREGOING AND THE MUTUAL COVENANTS AND AGREEMENTS HEREINAFTER SET FORTH, STILLWATER AND PCYS AGREE:

1. Term of Agreement. Stillwater and PCYS agree to extend the Agreement dated June 19, 2017, for an additional one-year term beginning July 1, 2024 and ending June 30, 2025.
2. Compensation. Stillwater shall pay to PCYS the total sum of Fifteen Thousand Dollars and no/100 (\$15,000.00) for the extension period. Compensation shall be paid in full upon submission of an invoice on or after July 1, 2024.
3. Effect of Contract Provisions. All provisions contained within the Agreement dated June 19, 2017 shall remain in full force and effect during the extension period and shall be binding on the parties hereto.

IN WITNESS WHEREOF, the parties have caused this agreement to be fully executed in duplicate, each copy of which shall constitute an original.

PAYNE COUNTY YOUTH SERVICES, INC.

By: President/Chair of Board

Attest:
(seal)

Secretary

State of Oklahoma)
) ss
County of Payne)

Subscribed and sworn to me before this _____ day of _____, 2024
by _____, President/Chair of Board, Payne County Youth Services,
Inc..

Notary Public

(seal)
My Commission Expires: _____
My Commission Number: _____

CITY OF STILLWATER, OKLAHOMA
A Municipal Corporation

William H. Joyce, Mayor

(seal)
ATTEST:

Teresa Kadavy, City Clerk

**EXTENSION OF
PROJECT H.E.A.R.T., INC.
LEASE AGREEMENT**

THIS EXTENSION AGREEMENT is made and entered into on this ____ day of _____, 2024 by and between the City of Stillwater, Oklahoma, a municipal corporation (hereinafter "Stillwater") and Project H.E.A.R.T., Inc. (hereinafter "Project H.E.A.R.T.>").

WITNESSETH

WHEREAS, Stillwater and Project H.E.A.R.T. entered into a Lease and Agreement on or about the 1st day of July, 2022; and

WHEREAS, Stillwater and Project H.E.A.R.T. intend to continue the contractual relationship established under said Agreement for an additional one-year term as provided for in said Agreement;

NOW, THEREFORE, IN CONSIDERATION OF THE FOREGOING AND THE MUTUAL COVENANTS AND AGREEMENTS HEREINAFTER SET FORTH, STILLWATER AND PROJECT H.E.A.R.T. AGREE:

1. Term of Agreement. The parties agree to extend the terms and conditions of the Agreement for an additional one-year term beginning July 1, 2024 and ending June 30, 2025.

2. Rent. Project H.E.A.R.T. shall pay the City of Stillwater \$210.00 each month for utilities. Project H.E.A.R.T. shall also pay the City of Stillwater \$417.00 each month for janitorial services.

3. Effect of Contract Provisions. All provisions contained within the Agreement dated July 1, 2022 shall remain in full force and effect during the extension period and shall be binding on the parties hereto.

IN WITNESS WHEREOF, the parties have caused this Extension Agreement to be fully executed in triplicate, each copy of which shall constitute an original.

PROJECT H.E.A.R.T., INC.

Project H.E.A.R.T., Inc. Director or Board Chairman

(Print Name & Title)

Approved and executed this ____ day of _____, 2024.

CITY OF STILLWATER, OKLAHOMA
A Municipal Corporation

William H. Joyce, Mayor

Attest:
(seal)

Teresa Kadavy, City Clerk

Approved as to form and content this ____ day of _____, 2024.

Kimberly Carnley, City Attorney

**EXTENSION OF OPERATIONS AGREEMENT
LAKE MCMURTRY FRIENDS**

THIS AGREEMENT is made and entered into on this ____ day of _____, 2024 by and between CITY OF STILLWATER, OKLAHOMA, a municipal corporation, and LAKE MCMURTRY FRIENDS, INC., an Oklahoma Not for Profit Corporation.

WITNESSETH

WHEREAS, City of Stillwater ("Stillwater") and Lake McMurtry Friends, ("LMF") entered into a written Operations Agreement on or about the 5th day of June, 2017; and

WHEREAS, Stillwater and LMF intend to continue the contractual relationship established under said Agreement for an additional one-year term through the execution of an extension agreement ("Extension Agreement").

NOW, THEREFORE, IN CONSIDERATION OF THE FOREGOING AND THE MUTUAL COVENANTS AND AGREEMENTS HEREINAFTER SET FORTH, STILLWATER AND LMF AGREE:

1. Term of Agreement. Stillwater and LMF agree to extend the Operations Agreement dated June 5, 2017 for an additional one-year term beginning July 1, 2024 and ending June 30, 2025.

2. Compensation. Stillwater shall fund LMF's operation, management and maintenance activities during the extension period of July 1, 2024 – June 30, 2025 as follows:

a) Stillwater shall make four (4) quarterly payments of Forty-Five Thousand Dollars and 00/100 (\$45,000.00) on July 1, 2024, October 1, 2024, January 1, 2025, and April 1, 2025 for the operational services set forth in the Agreement dated June 5, 2017.

b) LMF shall submit quarterly reports to Stillwater during the extension period (FY24-25) setting forth operating expenses, revenue, and capital improvement expenditures to date. Such reports shall be due on September 30, 2024, December 31, 2024, March 31, 2025, and June 30, 2025.

3. Effect of Contract Provisions. All provisions contained within the Agreement dated June 5, 2017 shall remain in full force and effect during the extension period and shall be binding on the parties hereto.

IN WITNESS WHEREOF, the parties have caused this agreement to be fully executed in duplicate, each copy of which shall constitute an original.

LAKE MCMURTRY FRIENDS, INC.,
an Oklahoma Not for Profit Corporation

PRESIDENT/CHAIRMAN

ATTEST:

Secretary
(seal)

STATE OF OKLAHOMA)
) ss.
COUNTY OF PAYNE)

Before me, a Notary Public in and for said County and State on this ____ day of _____, 2024, personally appeared, _____, President of Lake McMurtry Friends, Inc. to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument and acknowledged to me that he/she executed the same as his/her free and voluntary act and deed and as the free and voluntary act and deed of such corporation, for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

NOTARY PUBLIC

My Commission Expires: _____
My Commission Number: _____

CITY OF STILLWATER, OKLAHOMA
A Municipal Corporation

William H. Joyce, Mayor

(seal)
ATTEST:

Teresa Kadavy, City Clerk



Budget Amendment Request

For Budget Year 2024

Department of Finance
723 S. Lewis Street/P.O. Box 1449
Stillwater, OK 74076-1449

Office: 405.372.0025
Web: stillwater.org

Date: 05/14/2024

Department: Information Technology

Requested by: Brad Stewart

Explanation:

Revenue:
Increase revenue projections for insurance proceeds related to a vehicle accident.

	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	Misc Revenue	1011210 - 48700		\$ 0	\$ 2,842	\$ 2,842
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
Decrease:		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 2,842

Reviewed by Department Manager:

Date:

Reviewed by Finance:

Date:

Approved by CMO:

Date:

Approved by City Council:

☐ Yes

☐ No

Date:

Processed by Finance:

Date:

Set ID:

Date Sent to SA&I:

--Print on Yellow Paper--



Budget Amendment Request

For Budget Year 2024

Department of Finance
723 S. Lewis Street/P.O. Box 1449
Stillwater, OK 74076-1449

Office: 405.372.0025
Web: stillwater.org

Date: 05/14/2024

Department: Information Technology

Requested by: Brad Stewart

Explanation:

Expenditure:
Appropriate funds for repairs to vehicle. Funding is from insurance proceeds.

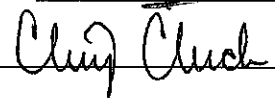
	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	Repair Vehicle	1011210 - 53018		\$ 0	\$ 2,842	\$ 2,842
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
Decrease:		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 2,842

Reviewed by Department Manager: 

Date: 5-14-24

Reviewed by Finance: 

Date: 5-14-2024

Approved by CMO: _____

Date: _____

Approved by City Council: ☐ Yes ☐ No

Date: _____

Processed by Finance: _____

Date: _____

Set ID: _____

Date Sent to SA&I: _____

--Print on Yellow Paper--

ELECTRIC AND TELECOMMUNICATIONS EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That the undersigned certifies that Marshall and Robyn Baker, a married couple, hereinafter called the "Grantors," own and possess all rights, title, and interest to the following described real property situated in Payne County, State of Oklahoma, to-wit:

Lot 5, Block 1, BROWN MOORE FIRST ADDITION, an addition to the City of Stillwater, Payne County, State of Oklahoma,

and further that the Grantors, their heirs, successors and assigns, in consideration of the sum of Ten Dollars (\$10.00), in hand paid and other good and valuable consideration, do hereby grant, bargain, sell, and convey unto the City of Stillwater, Oklahoma, a Municipal Corporation, hereinafter called the "Grantee," its successors and assigns, an Electric and Telecommunications Easement through, over, under, and across the following described real estate:

The northerly nine feet (9') of Lot 5, Block 1, BROWN MOORE FIRST ADDITION, an addition to the City of Stillwater, Payne County, State of Oklahoma, Said tract of land containing 0.01 acres more or less,

hereinafter called the "Subject Property,"

with the right of ingress and egress for the purpose of permitting Grantee to construct, operate, build, maintain, repair, expand and replace electric and telecommunications utilities and associated facilities, connections, and appurtenances, through, over, under, and across the Subject Property.

THIS EASEMENT IS MADE SUBJECT TO THE FOLLOWING:

1. Except as herein granted, the Grantor shall continue to have the full use and enjoyment of the Subject Property.
2. At no time shall the Grantee commit a use, occupation or enjoyment thereof that might cause a hazardous condition.
3. No building, structure or obstruction shall be located or constructed on the Subject Property.
4. Use of the Subject Property shall be limited to the use of electric and telecommunication transmission lines, including fiber optic cables, electric lines, cable television, and other related electric and telecommunication uses.
5. Any replacement of utility poles located within the easement shall be placed in the same general location as they presently exist or north of the current location.
6. The existing yaupon holly trees and other trees and bushes shall be allowed to remain provided that their branches are located no less than ten (10) lateral feet from any electric transmission line and no less than ten (10) lateral feet from any telecommunication transmission or fiber optic cable. No new trees or bushes shall be planted within the Subject Property.

BY: _____
Marshall Baker

BY: _____
Robyn Baker

STATE OF OKLAHOMA)
) ss.
COUNTY OF PAYNE)

Before me, a Notary Public in and for said County and State on this ____ day of June, 2024, personally appeared, Marshall Baker, to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as his free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

NOTARY PUBLIC

(SEAL)

STATE OF OKLAHOMA)
) ss.
COUNTY OF PAYNE)

Before me, a Notary Public in and for said County and State on this ____ day of June, 2024, personally appeared, Robyn Baker, to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as his free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

NOTARY PUBLIC

STATE OF OKLAHOMA)
) ss.
COUNTY OF PAYNE)

NOW, on this_____ day of June, 2024, the City Council of the City of Stillwater, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during an open meeting, does hereby approve and accept from the named Grantors this Electric and Telecommunications Easement and directs the Mayor and Clerk of said City of Stillwater to indicate the same by their signatures and seal of the City of Stillwater, State of Oklahoma.

WILLIAM H. JOYCE, MAYOR
CITY OF STILLWATER, OKLAHOMA

(SEAL)

ATTEST:

TERESA KADAVY, CITY CLERK
CITY OF STILLWATER, OKLAHOMA

Approved as to form and legality this_____ day of June, 2024.

KIMBERLY CARNLEY, CITY ATTORNEY
CITY OF STILLWATER, OKLAHOMA

REPORT TO: CITY COUNCIL

MEETING DATE: JUNE 3, 2024



Agenda Item:	4.f. CC-24-74
Previous/Related Action:	CC-22-150. Architect and CMAR selection and Agreement authorization for Fire Station #2.
Background/Issue:	A Professional Services Agreement (PSA) between the City and Kirkpatrick Architectural Studio (KAS) for the purpose of design and contract documents associated with Fire Station #2 was authorized by City Council in August 2022 and executed in December 2022. KAS has been acquired by Brandstetter Carroll, Inc. (BCI) and wishes to assign its PSA with the City to BCI.
Proposal/Solution:	An Assignment of Contract Form has been executed by KAS to assign the PSA to BCI.
Financial Source/Impact:	Additional appropriations are not associated with this action.
Related Strategic Priority:	#4 CONNECTED SPACES #2 MOTIVATED MANAGEMENT
Recommended Action/Motion:	Motion to approve the Assignment of Contract Form from Kirkpatrick Architectural Studio to Brandstetter Carroll, Inc. and authorize the City Manager to execute the Form.
Prepared By:	Candy Staring, Engineering Dir.
Reviewed By:	Candy Staring Brady Moore Teresa Kadavy
Submitted By:	Kimberly Meek, City Manager

Attachments

1. Assignment of Contract KAS to BCI

ASSIGNMENT OF CONTRACT; CONSENT TO ASSIGNMENT; AND
ACCEPTANCE OF ASSIGNMENT

The Contract between the City of Stillwater, Oklahoma ("City") and Kirkpatrick Architect Studio ("Assignor") for furnishing surveying and professional services under the Contract Documents entitled City of Stillwater Fire Station #2 ("the Contract") is hereby assigned, transferred, and set over to Brandstetter Carroll, Inc. ("Assignee"). The Assignee shall be totally responsible for the performance of Assignor and for the duties, rights and obligations of Assignor, not otherwise retained by Assignor, under the terms of the Contract between the City/SUA and Assignor.

The City/SUA warrants and represents that the Contract is in full force and effect and, with the consent of the parties, is fully assignable.

Assignor warrants that, with the agreement of the City/SUA, it has the full right and authority to transfer said contract and that the contract rights herein transferred are free of lien, encumbrance or adverse claim.

Assignee has provided the City/SUA with the evidence of insurance required by the Contract and named the City/SUA as additional insured as required by the Contract. If applicable, Assignee has provided the City/SUA with new bonds or evidence of the surety's consent to the assignment of existing bonds, to the satisfaction of the City/SUA.

Assignee hereby assumes and agrees to be bound by the terms of the Contract and to perform all the remaining and executory obligations of Assignor under the Contract.

The City/SUA hereby agrees to the assignment of the Contract from Assignor to Assignee.

This assignment shall be binding upon and inure to the benefit of the parties, their successors and assigns.

IN WITNESS WHEREOF, the parties hereto have caused this Assignment of Contract to be executed by their duly authorized officers or representatives on the dates set forth below.

ASSIGNMENT DIRECTED BY:

Kirkpatrick Architect Studio

By: _____

James R. Kirkpatrick, FAIA

Date: _____

May 15, 2024

VERIFICATION

State of ~~Oklahoma~~ ^{Texas})
County of ~~Payne~~ ^{Denton}) ss.

Before me, a Notary Public, on this 15th day of May 2024, personally appeared James R. Kirkpatrick, known to me to be the identical person who executed the within and foregoing instrument, and acknowledged to me that he/she executed the same as his/her free and voluntary act and deed for the uses and purposes therein set forth.

My Commission Expires:

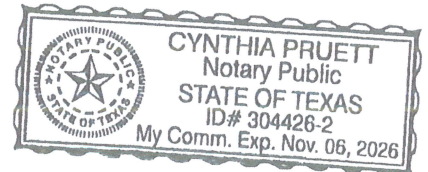
11.06.2026

Cynthia Pruett
Notary Public

ASSIGNMENT ACKNOWLEDGED AND ACCEPTED BY:

Brandstetter Carroll, Inc., Assignee

By: [Signature]
Benjamin Brandstetter, President



Date: 5/20/24

VERIFICATION

State of ~~Oklahoma~~)
County of ~~Payne~~) ss.



Before me, a Notary Public, on this 20th day of May 2024, personally appeared Ben Brandstetter, known to me to be the identical person who executed the within and foregoing instrument, and acknowledged to me that he/she executed the same as his/her free and voluntary act and deed for the uses and purposes therein set forth.

My Commission Expires:

3/22/27

Jennifer Cooper
Notary Public

CONSENT TO ASSIGNMENT BY:

Attest:

City of Stillwater, Oklahoma
A Municipal Corporation

City Clerk

By: _____
Kimberly Meek, City Manager

Date: _____

Attest:

Secretary

Approved as to Form:

Kimberly Carnley, City Attorney

Date: _____

**STATE OF OKLAHOMA
DEPARTMENT OF TRANSPORTATION
SUPPLEMENTAL AND MODIFICATION AGREEMENT NO. 1
PROJECT MAINTENANCE, FINANCING, AND RIGHT-OF-WAY AGREEMENT**

STILLWATER: TRAIL ALONG THE RAIL CORRIDOR FROM THE SOUTH END OF BOOMER
LAKE PARK (LAKEVIEW RD AND HUSBAND ST) TO MCELROY RD.

Project No.: TAP3-7997(004)TP

State Job No.: 37997(04)(05)(06)(07)

This Supplemental and Modification Agreement, made the day and year last written below, by and between the City of Stillwater, hereinafter referred to as the Sponsor, and the Department of Transportation of the State of Oklahoma, hereinafter referred to as the Department, for the following intents and purposes and subject to the following terms and conditions, to wit:

WITNESSETH

WHEREAS, It is deemed necessary by the Department and Sponsor, and in order to revise the scope of the original Project Maintenance, Financing, And Right-Of-Way Agreement; and,

WHEREAS, Under the terms of Section 11 of the original Project Maintenance, Financing, And Right-Of-Way Agreement, said revisions must be reduced to a written supplemental agreement and executed by the Department and Sponsor.

NOW, THEREFORE: the Department and Sponsor, in consideration of the mutual covenants and stipulations as set forth herein, do mutually promise and agree as follows:

- A. The following sections are hereby modified from the original Project Maintenance, Financing, And Right-Of-Way Agreement;

SECTION 4: FUNDING SUMMARY

4.1 The Department and the Sponsor agree that the project will be financed at a not-to-exceed, total estimated TAP cost of \$1,200,000 as described below:

Old Funding Table

FUNDING SOURCE =>			TAP		SPONSOR	
STATE JOB PIECE NO.	DESCRIPTION	TOTAL ESTIMATED COST	SHARE (%)	AMOUNT	SHARE (%)	AMOUNT
37997(05)	Design -	\$100,000	100	\$100,000	100	
37997(04)	Construction - (With 6% Inspection)	\$1,340,000	90 up to a limit of	\$1,100,000	Remainder	\$240,000
Total		\$1,440,000	Total=>	\$1,200,000	Total=>	\$240,000

New Funding Table

FUNDING SOURCE =>			TAP		SPONSOR	
STATE JOB PIECE NO.	DESCRIPTION	TOTAL ESTIMATED COST	SHARE (%)	AMOUNT	SHARE (%)	AMOUNT
37997(05)	Design -	\$384,920	80	\$307,936	20	\$76,984
37997(04)	Construction - (With 6% Inspection)	\$1,115,080	80 up to a limit of	\$892,064	Remainder	\$223,016
Total		\$1,500,000	Total=>	\$1,200,000	Total=>	\$300,000

This supplement is to adjust the TAP funds to 80/20

4.2 Furthermore, the Department and the Sponsor agree that actual TAP costs incurred by project phases (**JP 37997(04)(05)(06)(07)**) may exceed initial estimates. Costs between these project phases will be administratively adjusted based on actual cost of each phase, within the total cost of this agreement, without formal supplemental agreement, in so far as the total project agreement is not exceeded.

4.3 It is understood by the SPONSOR and the Department that the funding participation stipulated herein may be altered due to bid prices, actual construction supervision costs and non-participating costs incurred during construction. The SPONSOR will be responsible for payment of any estimated local funding prior to advertising the project for bid. Upon final acceptance of this project, the total project cost will be determined, and the final amount of local funds (if any) will be determined by the Department's Comptroller per the terms of this agreement. A refund will then be made by the Department to the SPONSOR or additional funding will be requested. The SPONSOR agrees to make arrangements for payment of any Department invoice within 45 days of receipt.

B. That the original Project Maintenance, Financing, And Right-Of-Way Agreement is hereby modified as above described, said agreement in all other respects shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the Director of the Department of Transportation, pursuant to authority vested in him by the State Transportation Commission, has hereunto subscribed his name as Director of the Department of Transportation and the Sponsor has executed same pursuant to authority prescribed by law for the Sponsor.

The Sponsor, _____ on this _____ of _____,
20____, and the Department on the _____ day of _____, 20____.

THE CITY OF STILLWATER

APPROVED AS TO FORM
AND LEGALITY

By _____
City Attorney

By _____
Mayor

By _____
Attest: City Clerk
OF

(SEAL): Approved – THE CITY

STATE OF OKLAHOMA
DEPARTMENT OF TRANSPORTATION

Recommended for Approval

Local Government DATE
Division Engineer

Director of Project Delivery DATE

APPROVED AS TO FORM
AND LEGALITY

APPROVED

General Counsel DATE

Deputy Director DATE



Budget Amendment Request

For Budget Year 2024

Department of Finance
723 S. Lewis Street/P.O. Box 1449
Stillwater, OK 74076-1449

Office: 405.372.0025
Web: stillwater.org

Date: 05/14/2024

Department: Transportation

Requested by: Brady Moore

Explanation:

Revenue:
Increase revenue projections for Rails to Trails Ph I grant award.

	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	Rails to Trails Ph I	2150000 - 43100	23TR08215	\$ 0	\$ 1,200,000	\$ 1,200,000
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
Decrease:		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 1,200,000

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance: Cheryl Cluck

Date: 5-23-2024

Approved by CMO: _____

Date: _____

Approved by City Council: ☐ Yes ☐ No

Date: _____

Processed by Finance: _____

Date: _____

Set ID: _____

Date Sent to SA&I: _____

--Print on Yellow Paper--



Budget Amendment Request

For Budget Year 2024

Department of Finance
723 S. Lewis Street/P.O. Box 1449
Stillwater, OK 74076-1449

Office: 405.372.0025
Web: stillwater.org

Date: 05/14/2024

Department: Transportation

Requested by: Brady Moore

Explanation:

Expenditure:
Appropriate funds for Rails to Trails Ph I grant award.

	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	Rails to Trails Ph I	2154035 - 54009	23TR08215	\$ 0	\$ 1,500,000	\$ 1,500,000
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
Decrease:		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 1,500,000

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance: Cheryl Cluck

Date: 5-23-2024

Approved by CMO: _____

Date: _____

Approved by City Council: ☐ Yes ☐ No

Date: _____

Processed by Finance: _____

Date: _____

Set ID: _____

Date Sent to SA&I: _____

--Print on Yellow Paper--

REPORT TO: CITY COUNCIL

MEETING DATE: JUNE 3, 2024



Agenda Item:	4.h. CC-24-75
Previous/Related Action:	None
Background/Issue:	• Locked Up Self Storage, LLC is requesting the acceptance of an Electric Easement that will allow access for the City of Stillwater to construct and maintain electric services to the telecommunications tower located at 1730 North Jardot Road. The easement location will come from the west off of E Brooke Ave to the structure. • The Electric Utility Easement dedicated consists of 1,326.8 square feet (0.03 acres).
Proposal/Solution:	Staff recommends acceptance of this dedication of Electric Utility Easement.
Financial Source/Impact:	None
Related Strategic Priority:	#4 CONNECTED SPACES
Recommended Action/Motion:	Motion to accept the easement dedication and authorize the Mayor to execute the document.
Prepared By:	Jacquelyn Porter, Planner
Reviewed By:	Jeff Mathews Teresa Kadavy
Submitted By:	Kimberly Meek, City Manager

Attachments

1. 1730 N Jardot Rd Electric Utility Easement Dedication Signed by Owner

PERMANENT ELECTRIC UTILITY EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That the undersigned certifies that Locked Up Self Storage, LLC, an Oklahoma Limited Liability Company, hereinafter called the "Grantor," owns and possesses all rights, title, and interest to the following described real property situated in Payne County, State of Oklahoma, to-wit:

A part of the Southeast Quarter (SE/4) of the Northeast Quarter (NE/4) of Section Twelve (12), Township Nineteen (19) North, Range Two (2) East I.M., Payne County, Oklahoma, being more particularly described as follows: Commencing at the Southeast Corner (SE/Cor) to the Northeast Quarter (NE/4); THENCE North 00°53'00" West along the East line of the Northeast Quarter (NE/4), a distance of 443.47 feet to the Point of Beginning; THENCE North 89°53'10" West 336.45 feet; THENCE North 00°53'00" West a measured distance of 507.72 feet (record = 507.4 feet); THENCE South 89°53'10" East along the South line of a tract recorded in Book 1950 Page 150-153 a distance of 336.45 feet to the East line of the Northeast Quarter (NE/4); THENCE South 00°53'00" East along the East line of the Northeast Quarter (NE/4) a measured distance of 507.72 feet (record = 507.4 feet) to the POINT OF BEGINNING.

and further that the Grantor, its successors and assigns, in consideration of the sum of Ten Dollars (\$10.00), in hand paid and other good and valuable consideration, does hereby grant, bargain, sell, and convey unto the City of Stillwater, Oklahoma, hereinafter called the "Grantee," its successors and assigns, a Permanent Electric Utility Easement through, over, under, and across the portions of the following described real estate:

Together with a 15-foot Ingress-Egress and Utility easement, measuring 7.5 feet each side of centerline, lying and being in Section 12, Township 19 North, Range 2 East, Payne County, Oklahoma, and being a portion of the lands of Locked Up Storage, LLC, an Oklahoma limited liability company, as recorded in Deed Book 2621 Page 768, Payne County records, Oklahoma, and being more particularly described by the following centerline data:

To find the point of beginning, COMMENCE at a 3/8-inch rebar with a cap found at the southeastern most corner of the lands of CHC Management, LLC, as recorded in Deed Book 2543 Page 306, and the southerly right-of-way line of E. Brooke Avenue, said rebar having an Oklahoma Grid North, NAD83, North Zone value N: 416322.6405 E:2253466.7654; thence running along said right-of-way line, North 88°56'24" East, 17.00 feet to a point and the true POINT OF BEGINNING, thence South 01°03'22" East, 17.93 feet to a point; Thence, North 88°56'20" East, 70.50 feet to the ENDING at a point on the Lease Area,

The easement containing 1326.8 square feet or .03 acres more or less and is subject to all recorded easements and rights-of-way thereof,

hereinafter called the "Subject Property,"

with the right of ingress and egress for the purpose of permitting Grantee to construct, operate, build, maintain, repair, expand and replace electric utilities and associated facilities, connections, and appurtenances, through, over, under, and across the Subject Property.

Except as herein granted, the Grantor shall continue to have the full use and enjoyment of the Subject Property. At no time shall the Grantor commit a use, occupation or enjoyment thereof that might cause a hazardous condition and no building, structure or obstruction shall be located or constructed on the Subject Property.

NAME

Joshua Carnley

BY: Owner/Manager

STATE OF Oklahoma)
) ss.
COUNTY OF Tulsa)

Before me, a Notary Public in and for said County and State on this 30th day of May, 2024, personally appeared, Joshua Carnley, to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its Owner/Manager, and acknowledged to me that he executed the same as his free and voluntary act and deed of the LLC for the uses and purposes therein set forth.

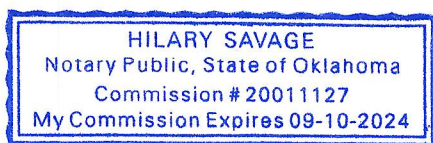
Given under my hand and seal the day and year last above written.

Hilary Savage

NOTARY PUBLIC

My Commission Expires: 09-10-2024
My Commission Number: 2001127

(SEAL)



STATE OF OKLAHOMA)
) ss.
COUNTY OF PAYNE)

NOW, on this _____ day of _____, 20____, the City Council of the City of Stillwater, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during an open meeting, does hereby approve and accept from the named Grantor this Permanent Sewer Line Easement and directs the Mayor and Clerk of said City of Stillwater to indicate the same by their signatures and seal of the City of Stillwater, State of Oklahoma.

WILLIAM H. JOYCE, MAYOR
CITY OF STILLWATER, OKLAHOMA

(SEAL)

ATTEST:

TERESA KADAVY, CITY CLERK
CITY OF STILLWATER, OKLAHOMA

Approved as to form and legality this _____ day of _____, 20____.

KIMBERLY CARNLEY, INTERIM CITY ATTORNEY
CITY OF STILLWATER, OKLAHOMA

REPORT TO: CITY COUNCIL

MEETING DATE: JUNE 3, 2024



Agenda Item:	7.a. CC-24-76
Previous/Related Action:	May 7, 2024 Planning Commission Report
Background/Issue:	The applicant requests review and approval of a Map Amendment to rezone the property addressed as 1205 South Duck Street from a Small Lot Single-Family Residential (RSS) to a Two-Family Residential District (RT). The subject property is located on the southwestern side of Stillwater, near the southeast corner of the intersection of South Duck Street and West 12th Avenue. Stuever Holding Company, LLC is requesting the rezoning to allow the construction of a single duplex for residential infill. The property's current lot dimensions are 50 feet by 150 feet. Lot size requirements for the RT district are a minimum width of 60 feet, a depth of 100 feet, and a minimum lot area of 7,500 feet. Due to the lot width being 10 feet short of the minimum required width, the applicant has submitted a variance request for the required lot size that will be presented to the Board of Adjustment pending the approval of this map amendment. The current zoning of the property is Small Lot Single-Family Residential (RSS) with similar zoning located in the immediate surrounding properties with Office (O) zoning at the southwest corner of the intersection of West 12th Avenue and South Duck Street. Public (P) and Two-Family Residential (RT) are in the vicinity of the subject property. The Lodge for Girl Scouts of Eastern Oklahoma is located directly north of the subject property which is zoned RSS. To the north, across West 12th Avenue, is the Stillwater Public Library, zoned Public and the blocks East of the Library are zoned RT.
Proposal/Solution:	The Planning Commission recommended approval with a 3-0 vote based on the following findings: • The Land Development Code allows for the rezoning of land via Map Amendments. • Two-Family Residential District (RT) zoning is located in the vicinity of the subject property. • The Comprehensive Plan calls for commercial, public & low-density residential uses in this area.
Financial Source/Impact:	None

Related Strategic Priority:	#4 CONNECTED SPACES #5 UNIQUE CULTURE
Recommended Action/Motion:	Motion to accept the Planning Commission recommendation and approve the Map Amendment for the property addressed as 1205 South Duck Street.
Prepared By:	Jacquelyn Porter, Planner
Reviewed By:	Jeff Mathews Teresa Kadavy
Submitted By:	Kimberly Meek, City Manager

Attachments

1. MA24-02 Area Map
2. RSS to RT Zoning Comparison Table
3. Draft PC Meeting Summary 05.07.2024



Stillwater OKLAHOMA
stillwaterok.gov

Project Type: Map Amendment (MA24-02)
Request: Requesting review and approval to rezone lot from RSS to RT for single duplex build for in fill.
Address: 1205 S Duck St
Applicant: Steuver Holding Company

ZONING COMPARISON CHART		
	RSS (Residential Single Family Small Lot)	RT (Residential Two-family)
Min Lot Size	5,000 square feet	7,500 square feet
Min Lot Width/Depth	50/100 feet	60/100 feet
Max Structure Height	35 feet	35 feet
Min Front Yard	20 feet/10 feet from alley	20 feet/10 feet from alley
Corner lot optional setback	Front: 20 feet Street Side: 15 feet	N/A
Min Side Yard - boundary with:		
Residential district	5 feet	5 feet
Commercial district	15 feet	15 feet
Industrial district	15 feet	15 feet
Min Rear Yard - boundary with:		
Residential district	20 feet	20 feet
Any other district	20 feet	20 feet
Max Lot Coverage	No max limit	40 percent
Landscaping/Screening (earth berms, shrubs, fences, decorative man-made materials, trees)	No requirements	No requirements
Permitted Uses by Right (Uses in <i>italic</i> are allowed in both zoning districts)	• <i>Conventional single-family</i> • <i>Residential design manufactured home</i>	• <i>Conventional single-family</i> • <i>Residential design manufactured home</i> • Two-family (duplex)

**STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF MAY 07, 2024
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED May 3rd, 2024 IN THE
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET**

MEMBERS PRESENT

Mike Shanahan, Member
Andrew Van Leuven, Member
Riley Williams, Member

STAFF PRESENT

Kim Payne, Sr. Assistant City Attorney
Jacquelyn Porter, City Planner
Diana Hood, Associate City Planner
Cindy Gibson, Administrative Services
Alexandria Maged, Administrative Assistant

MEMBERS ABSENT

Jana Phillips, Chair
Mark Prather, Vice Chair

1. CALL MEETING TO ORDER.

Commissioner Shanahan called the meeting to order at 5:30 p.m.

2. General Orders

- a. Glenn and Laura Collum Trust, FINAL PLAT (SUB23-15), consideration, discussion and possible action, including approval or denial of a final plat for Cedar Farms Subdivision currently addressed as 2615 E. McElroy Road in the Small Lot Single Family Residential (RSS) district.

Commissioner Shanahan introduces the item and asks staff to present.

Jacquelyn Porter, City Planner, presents staff report.

Ms. Porter clarifies that it is CKG, LLC is the one requesting approval not Glenn and Laura Collum, it was a correction made after the agenda was posted.

Ms. Porter asks the commission for questions.

Commissioner Williams inquired about the number of lots changing from 9 to 8. Ms. Porter clarifies that lots 9 & 8 on the preliminary plat were merged.

Commissioner Shanahan asks if there are any further questions for staff; none respond. Commissioner Shanahan asks for findings and alternatives.

Ms. Porter presents:

Findings:

1. The proposed final plat meets the subdivision and zoning requirements.
2. The proposed final plat contains 8 residential lots.
3. The C3 Plan recommends high density residential uses at this location.

Alternatives:

1. Accept findings and recommend that the City Council approve the proposed final plat as presented.
2. Approve the proposed final plat with conditions.
3. Find that additional information or discussion is needed prior to making a decision and table the request to a certain date noting that action must be taken within 60 days of the public hearing.

Commissioner Williams motions to approve the Final Plat as presented; Commissioner Van Leuven seconds.

Roll Call:	Phillips	Prather	Shanahan	Williams	Van Leuven
	Absent	Absent	Yes	Yes	Yes

Time: 6 minutes

3. PUBLIC HEARING

- a. Steuver Holding Company (Justin Steuver), MAP AMENDMENT (MA24-02), consideration, discussion and possible action, including recommending approval or denial to rezone property addressed as 1205 S. Duck Street from Small Lot Single Family Residential (RSS) to Two-Family (RT) district.

Commissioner Shanahan introduces the item and asks staff to present.

Jacquelyn Porter, City Planner, presents staff report and asks if there are any questions; none respond.

Commissioner Shanahan invites the applicant forward.

Mr. Justin Steuver, Po Box 22 Morrison Oklahoma comes to the podium and speaks on the following:

- Says there's another duplex one block over
- The girl scouts place is more commercial as opposed to RSS
- Believes this would be less spot zoning and more of a transition from the 12th Street corridor to the RSS below him.

Commissioner Shanahan asks if there any questions for the applicant; none respond. Commissioner Shanahan opens the public hearing and asks if there is anyone that wishes to speak in favor of this item; none respond. Commissioner Shanahan asks if there is anyone that wishes to speak in opposition; none respond. Commissioner Shanahan closes the public hearing is closed and asks for findings and alternatives.

Ms. Porter presents:

Findings:

1. The Land Development Code allows for rezoning of land via Map Amendments.
2. Two-Family and Multi-Family District (RTM) zoning is located in the vicinity of the subject property.
3. The Comprehensive Plan calls for commercial, public & low density use in this area.

Alternatives:

1. Accept findings and recommend that the City Council approve the proposed map amendment as presented.
2. Find that the map amendment is not an appropriate use for the property based upon the impacts to the surrounding vicinity and do not recommend that the City Council approve the map amendment.
3. Find that additional information or discussion is needed prior to making a recommendation and table the request to a certain date.

Commissioner Williams motions to accept the findings and recommend that the City Council approve the proposed Map Amendment as presented; Commissioner Van Leuven seconds the motion.

Roll Call:	Phillips	Prather	Shanahan	Williams	Van Leuven
	Absent	Absent	Yes	yes	Yes

Time: 6 minutes

4. Meeting Summary for review and possible action

- a. Regular meeting minutes of April 16, 2024

Commissioner Shanahan asks if there are any changes and/or edits; none respond.

Commissioner Williams moved, Commissioner Van Leuven second to approve the April 16th, 2024 minutes as presented.

Roll Call:	Phillips	Prather	Shanahan	Williams	Van Leuven
	Absent	Absent	Yes	yes	Yes

Time: 1 minute

5. MISCELLANEOUS ITEMS FROM STAFF, PLANNING COMMISSIONERS OR CITY ATTORNEY FOR DISCUSSION AND POSSIBLE ACTION:

- a. Next Planning Commission Meeting is May 21st, 2024.

6. ADJOURN

ADJOURNMENT. This regular meeting of the Stillwater Planning Commission was called for adjournment by Commissioner Williams, seconded by commissioner Van Leuven at approximately 5:43 PM on May 7th, 2024 two member absents, - the next regularly scheduled meeting will be held Tuesday, May 21, 2024 at 5:30 p.m. in the City Commission Hearing Room, Municipal Building, 723 South Lewis Street.

Prepared by – Alexandria Maged, Administrative Assistant

Reviewed by – Cindy Gibson, Administrative Services Manager

Approved by - _____
Stillwater Planning Commission

City of Stillwater, Oklahoma Notice of Public Hearing for Fiscal Year 2025 Budget Adoption

The Stillwater City Council will hold a public hearing concerning the proposed fiscal year 2024-2025 budgets for the City of Stillwater, Stillwater Utilities Authority, Stillwater Public Works Authority, and Stillwater Economic Development Authority during the June 3, 2024 City Council meeting.
The City Council meeting will be conducted in person in the Council Hearing Room at 723 S Lewis Street. The meeting will be available to watch live on AT&T U-verse channel 99, Optimum channel 14 and the City of Stillwater's YouTube Live link at [youtube.com/c/CityofStillwaterTV/live](https://www.youtube.com/c/CityofStillwaterTV/live). Citizens requesting to speak should make that request at stillwater.org/requesttospeak before 3pm on the meeting date.

	General Fund	General Fund Reserve	Debt Service Fund	City Capital Fund	Tourism & Convention Fund	Rural Fire	Grants	Opioid Settlement	CDBG Grants	Home Buyer's Assistance	Special Ops	Stormwater Mgmt	Transp Fee	Park Donations	Transp ST Fund	GO Bond	Merry Main Street	G.M.Koch Donation	Bostick Gym Donation	Self Insurance	Tax Increment District #3	Airport	SPWA	SEDA	SUA	TOTAL	
Resources																											
Beginning Fund Balance (including restricted funds)	\$0	11,464,428	198,665	3,266,325	309,560	418,702	2,346,072	197,279	(2,542)	693	905	258,824	384,229	-	14,084,057	195,351	454	51,339	494	1,968,930	49,856	768,293	105,755	1,709,277	96,339,273	\$134,116,219	
Sales Tax	30,000,000														10,000,000											40,000,000	
Use Tax	4,500,000																									4,500,000	
Other Tax	2,202,000		1,046,000		1,600,000																1,795,000					6,643,000	
Grants	50,000																									50,000	
Fines and Forfeits	634,000																									634,000	
Fees and Rental	437,000					141,000							126,000									3,449,000			210,000	2,409,000	4,153,000
Interest	680,000	127,000																								3,426,000	
Licenses & Permits	319,000																									319,000	
Other	409,000																			1,000,000		256,000			7,000	1,672,000	
Stormwater Fees												936,000														936,000	
Electric																										64,757,900	64,757,900
Water																										18,008,000	18,008,000
Wastewater																										8,463,000	8,463,000
Waste Management																										6,636,000	6,636,000
Customer Service																										1,517,000	1,517,000
Indirect Cost Reimbursement	2,060,621																									2,060,621	
Transfers In	21,790,784								2,542	74,307					0					10,522,692		2,319,157		3,613,967	15,000,000	53,323,449	
Total Resources	63,082,405	11,591,428	1,244,665	3,266,325	1,909,560	559,702	2,346,072	197,279	0	75,000	905	1,194,824	510,229	0	24,084,057	195,351	454	51,339	494	13,491,622	1,844,856	6,792,450	105,755	5,533,244	213,137,173	351,215,189	
Expenditures																											
City Manager	975,978			0																						975,978	
Information Technology	2,285,100			0																						2,285,100	
Human Resources	566,411			0																11,647,000						12,213,411	
Finance	1,175,041			0																						1,175,041	
Municipal Court	326,854			0																						326,854	
Community Development	1,312,837			0																						1,312,837	
Engineering	919,269			0																						919,269	
Public Works	3,498,207			0																						3,498,207	
Community Resources	1,737,377			0																						1,737,377	
Police	13,932,424			0																						13,932,424	
Emergency Management	445,060			1,355,000																						1,800,060	
Fire	8,893,449		858,700	0		95,145																				9,847,294	
Library	1,295,392			0																						1,295,392	
Legal	817,713			0																						817,713	
General Government	5,419,645			0						75,000											890,000	560,000			3,550,342		10,494,987
Stormwater												286,111														286,111	
Airport				0																		5,218,139				5,218,139	
Administration																									1,123,000	1,123,000	
Customer Service																										1,549,445	1,549,445
Electric																										51,300,299	51,300,299
Water																										11,644,474	11,644,474
Wastewater																										4,438,338	4,438,338
Waste Management																										5,681,230	5,681,230
Fleet																										900,345	900,345
Indirect Cost												26,805										227,846				1,805,970	2,060,621
Transfers Out	19,481,648		165,692		1,600,000				0			39,303			0					0	1,185,000	501,557				30,350,250	53,323,449
Total Expenditures	63,082,405	0	1,024,392	1,355,000	1,600,000	95,145	0	0	0	75,000	0	352,219	0	0	0	0	0	0	0	12,537,000	1,745,000	5,947,542	0	3,550,342	108,793,351	200,157,395	
Ending Fund Balance	\$0	\$11,591,428	\$220,273	\$1,911,325	\$309,560	\$464,557	\$2,346,072	\$197,279	\$0	\$0	\$905	\$842,605	\$510,229	\$0	\$24,084,057	\$195,351	\$454	\$51,339	\$494	\$954,622	\$99,856	\$844,908	\$105,755	\$1,982,902	\$104,343,822	\$151,057,794	
Restricted/Designated Funds	\$0	\$11,591,428	\$220,273	\$1,911,325	\$309,560	\$464,557	\$2,346,072	\$197,279	\$0	\$0	\$905	\$842,605	\$510,229	\$0	\$24,084,057	\$195,351	\$454	\$51,339	\$494	\$954,622	\$99,856	\$844,908	\$105,755	\$1,982,902	\$102,865,174	\$149,579,145	
Unrestricted Funds	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,478,648	1,478,648	
Total	\$0	\$11,591,428	\$220,273	\$1,911,325	\$309,560	\$464,557	\$2,346,072	\$197,279	\$0	\$0	\$905	\$842,605	\$510,229	\$0	\$24,084,057	\$195,351	\$454	\$51,339	\$494	\$954,622	\$99,856	\$844,908	\$105,755	\$1,982,902	\$104,343,822	\$151,057,794	





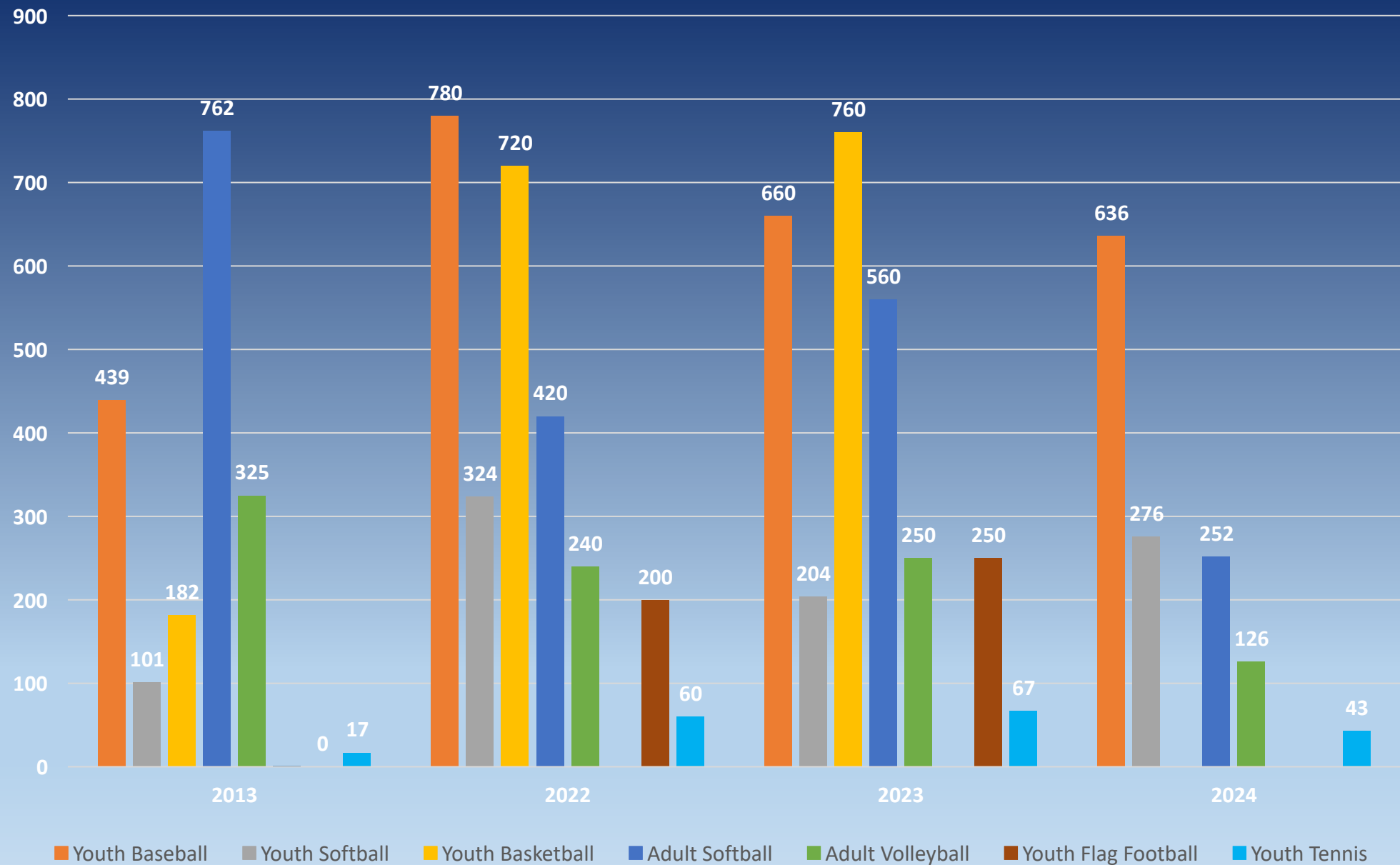
Leagues Currently for Stillwater Area Sports 2023-2024

Date	Sport	Participants
(3) Seasons	SASA Adult Volleyball-(32 Teams Spring/Summer)	320
(3) Seasons	SASA Adult Softball-(65 Teams)	910
June-July	SASA Youth Tennis Lessons Currently (3 Session)	77
All Year	Pickleball Participants M-T-W-TH-F	110ish weekly
(2) Seasons	Youth Softball/ Baseball-(75 Spring Only)	1050
(1) Season	Flag Football – (September) 2023- 26 Teams	260
(1) Season	Youth Basketball—(November) 2023- 78 Teams	780



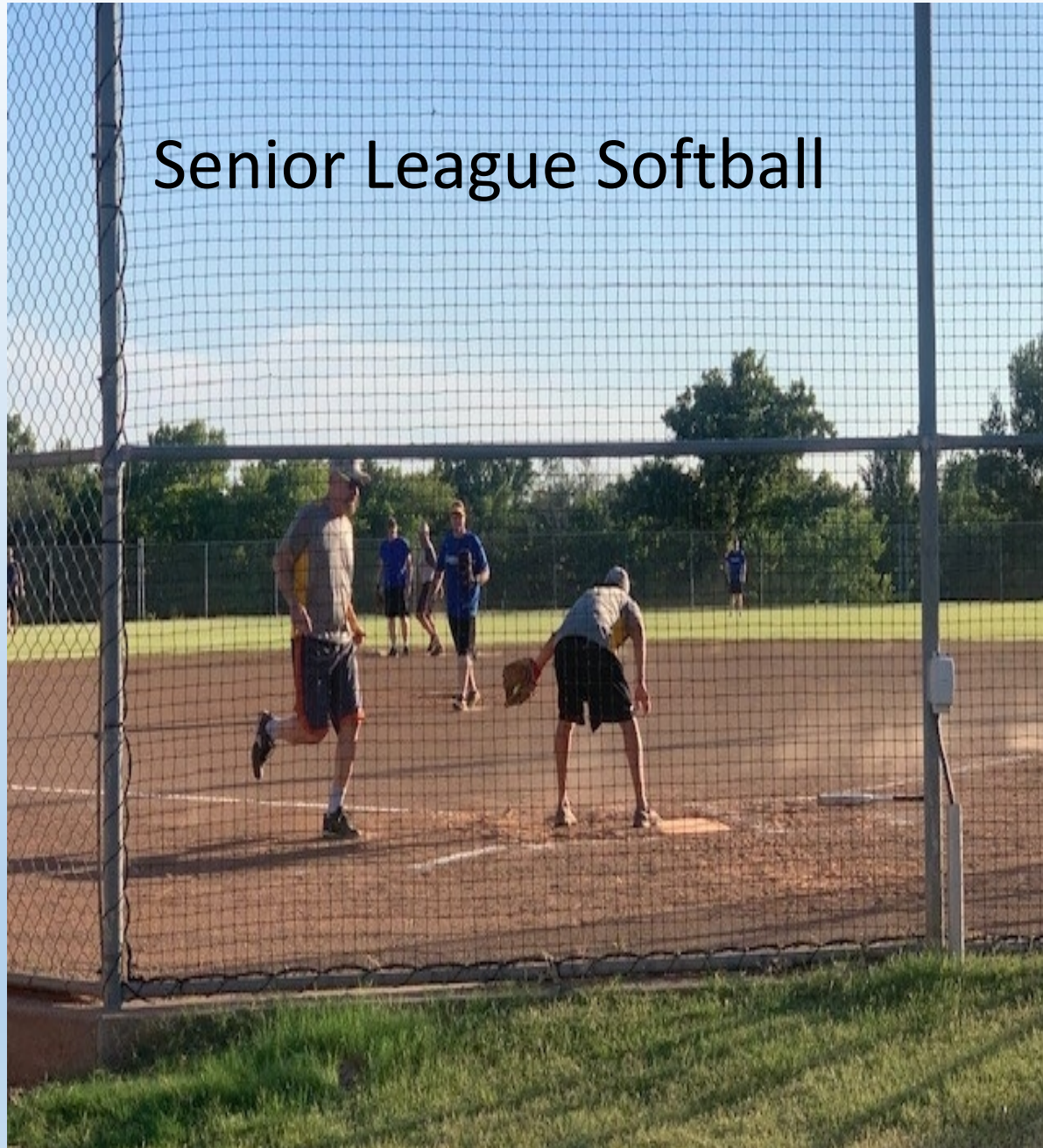
Adult Softball

SASA LEAGUE PARTICIPATION Per YEAR





Senior League Softball



Adult Volleyball Women's League



Cold Opening Night 2024



Lincoln Academy Partnering with SASA for PE Classes

Tournaments 2024

Date	Tournament	Participants
Dec 2023	SASA Holiday Classic Volleyball Tournament (22 Teams)	220
Sept 2023	Hosted SJHS OSSAA Softball District Games for Stillwater Public Schools	5 Separate Dates
March 22-24	SASA Spring Fling Youth Baseball (76 teams)	912
April 5-7	SASA Bedlam Shootout Youth Baseball (110 teams)	1320
April 13	SASA-Simmons Softball League Tournament (9 Teams)	108
April 19-21	SASA Showdown Shootout Baseball (58 Teams)	696
May 13-15	SASA-Simmons Baseball League Tournament (17 Teams)	204
May 17-19	SASA King of Rings Baseball (18 Teams)	216
May 31-June 2	SASA June Frenzy Youth Baseball (64 teams)	804
June 10-12	SASA USSSA STATE 13AA/ 13AAA (24 Teams Currently Register)	288
May 25	Kevin Cook Memorial Adult Softball (7 teams)	98
June 14-16	Senior Adult Softball Association Senior Tournament	



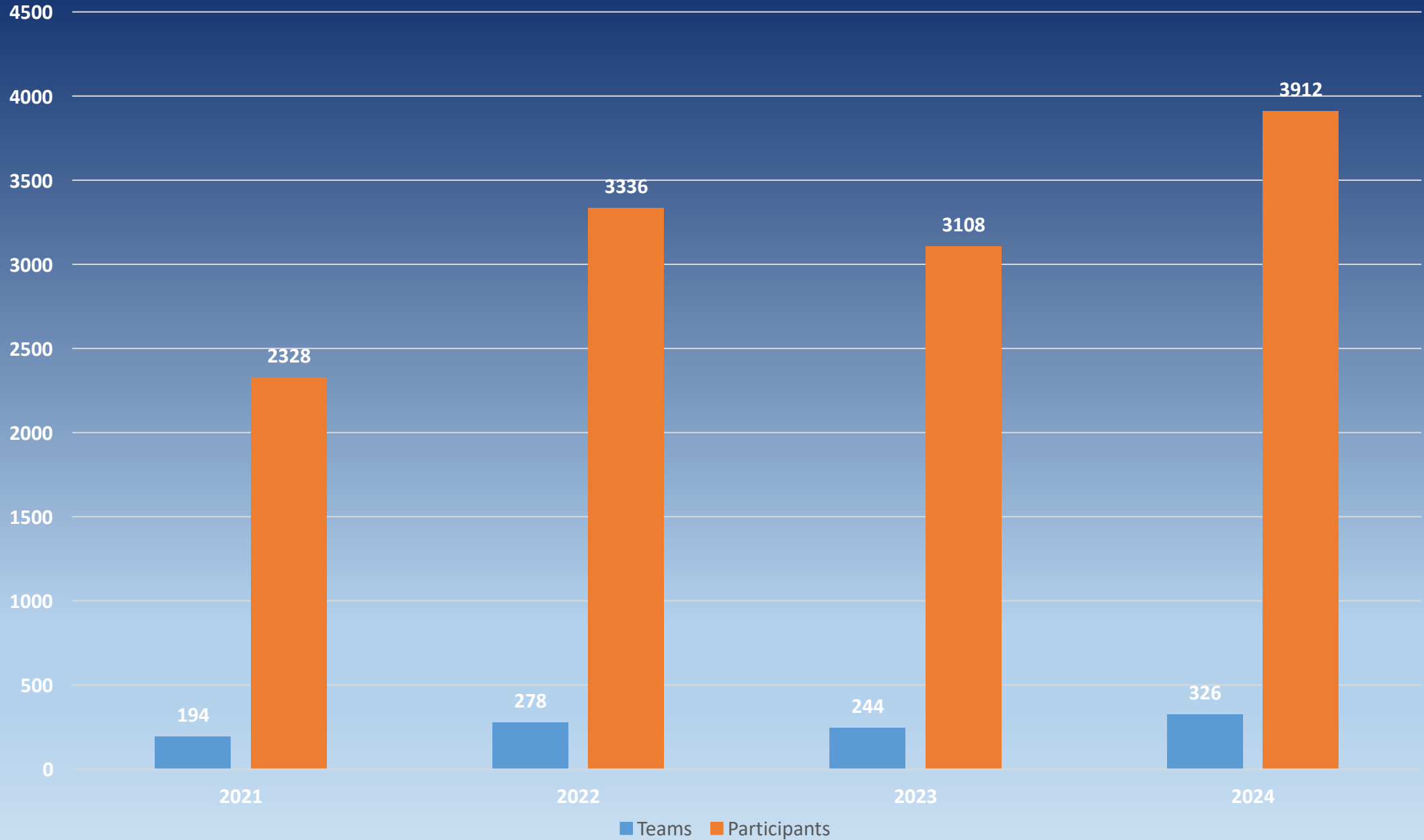
Partnership with SPS—
T-ball at Couch Park Softball Field

Stilly Gear

Designed For
Parents To
Donate New or
Slightly Used
Equipment For
Player's Needing
Gear. Players Can
Come By SASA
Armory Basement
And "Shop"



YOUTH BASEBALL TOURNAMENT TOTALS





SASA Offers (3) Sessions of Youth Tennis

Community
Service
&
Involvement
SASA Had
Over
425
Volunteer
Coaches with
Hundreds of
Service Hours



Kball Game At Strickland Park



SASA Holiday Ratings Volleyball Tournament At OSU Colvin Annex

SJHS Softball 27 of 28 Played SASA

2024 JUNIOR HIGH SOFTBALL TEAM

Raegan Bale
Maguire Biggs
Legend Ari Birdine
Annie Blackmon
Laiken Lea Deal
Addyson Ferrell
Brylee Harmon
Emma Hawkins
Ally Hicks
Addy Johns
Emily Elizabeth Jones
Kamber Kendrick
Lisbon Martin
Hayden McMullen

Kenley Mills
Sarah Misener
Stella Moyer
Amelia Nolting
Hadlee Nolting
Kaisley Jordan O'Nan
Quyen Morgan Reeder
Madelyn Schrock
Blakely Paige Schwandt
Paisley Ann Shanks
Jayden Avery Smith
Joshlyn Kate Wooten
Emma Udoka
Brynley Vitone



 @stillwatersoftball 

12:34
Messages



Freshmen

- CJ Allee
- Cole Brewer
- Enzo Cameron
- Carter Durham
- CJ Glasgow
- Chance Gofourth
- Beckham Johnson
- Cannon Krout
- Mason McWhorter
- Kam Melvin
- Cale Mulvey
- Jett Reeves
- Niex Rigsby
- Hilton Sallaska
- Roddy Spatz
- Tristan Stugelmeyer
- Matthew Wulfert
- Maverick Ziegler

SJHS Baseball All 18 Played SASA

AA

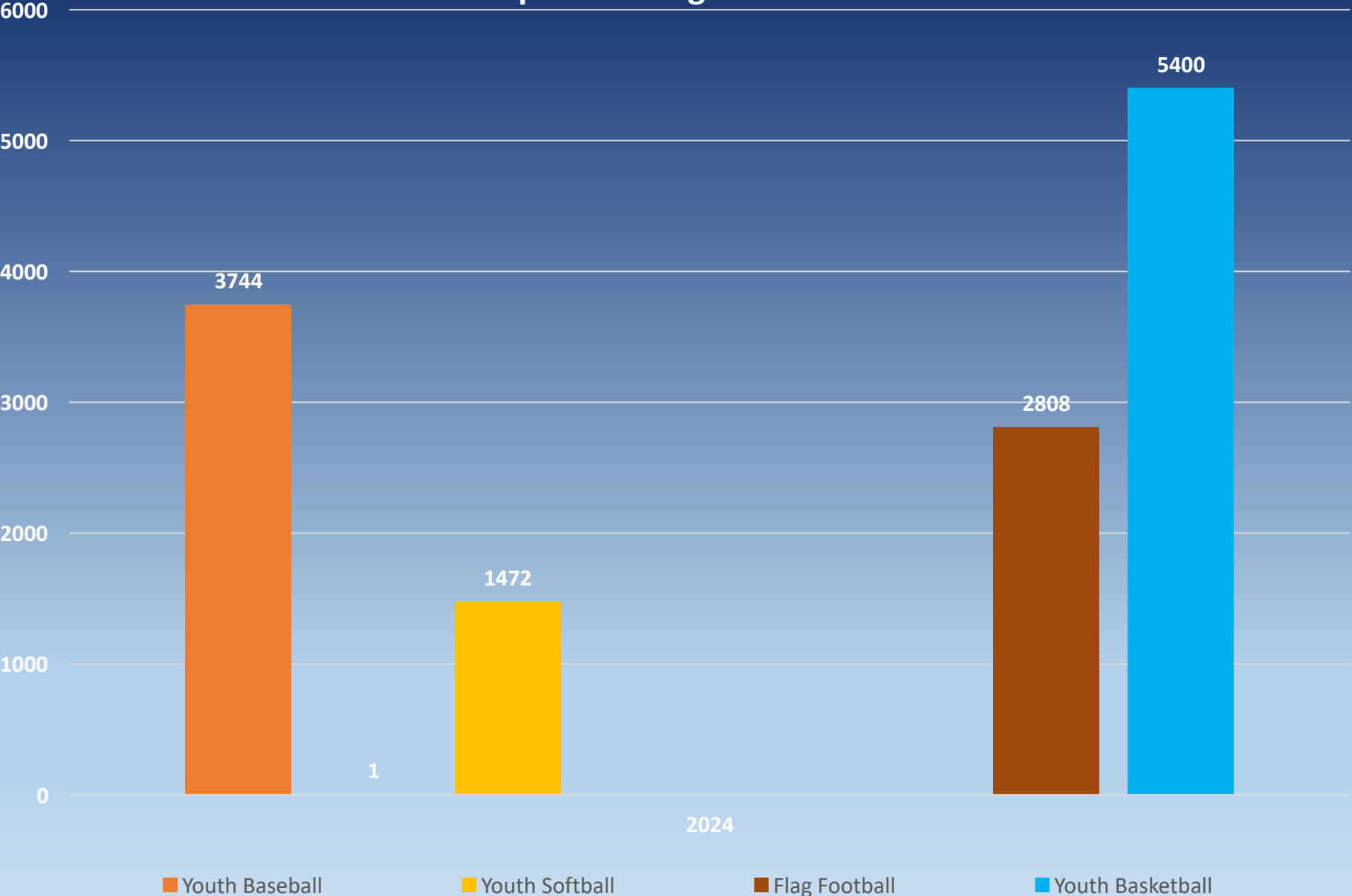
sites.google.com





Hosting Special Olympics Softball Games

SASA YOUTH ACTIVITIES- GAMES & PRACTICES- 2024
Total Participants*# of games*weeks of season



Economic Impact Ratio

SASA Tournaments 2024



- 326 Total Number of Teams Participating
- Estimated 3912 Participants
- 7824 Fans & Family
- 652 Coaches
- 185 Estimated # Of Officials
- 12,573 TOTAL OUT OF TOWN ATTENDEES/VISITORS

Day Visitors = # of visitors (8,801) x # of days (2) x \$75 = \$1,320,165 70% of Total
Overnight Visitors = # of visitors (3,772) x # of days (2) x \$200 = \$1,508,800 30% of Total

Total Anticipated Visitor Spending:	\$ 2,828,965.00
Estimated Sales Tax City of Stillwater)@ 4%:	\$113,158.00

OKLAHOMA STATE UNIVERSITY INVOLVEMENT



- SASA Teams Scrimmaging at OSU Cowgirl Basketball Games
- SASA Teams Scrimmaging at OSU Men's Basketball Games
 - OSU Tennis Players as SASA Instructors
 - Discount Cowboy Baseball Tickets
 - Discount Cowboy Wrestling Tickets
- SASA Volleyball Tournament at OSU Colvin Center



Building Added at Whittenburg for Storage

	Capital Investments (Purchased in 2023-24)	
	Project	Amount
	Equipment (4 mowers, 3 Trucks,2 Gators, Sprayer, Rake,3 Trailers,3 JD 3 Wheelers, Toro 3Wheeler)	(\$245,000)
	15 Sets of New Bases & Home Plates (\$250)	\$3,750
	Purchase of New Basketballs /Volleyballs /Softballs / Flag Football/ Catcher’s Equipment/Pickleballs	\$11,000
	Field Improvements-Whittenburg/Babcock/ Airport/ Strickland	\$47,000
	New Building At Whittenburg	\$30,000
	Replacement Generator/ Blowers/ Weed Eaters Due to Theft	\$1,500
	Security Lights at Whittenburg/ Strickland	\$500
	Replaced Shade Structure at Strickland	\$2,500
	Replaced Batting Cage Nets Babcock	\$2,000
	Little Hoop Goals	\$400
	Purchased (8) Weighted Home Plate Tarps	\$1,500
	Total Capital Investments Estimated For 2023-2024	\$100,150



Wish List

6 to 8 Field Complex With Turf Infield



THANK YOU FOR THE OPPORTUNITY

Board Members:

Kevin Fowler
Rachel Fox
Anne Matlock
Dennis Marshall
Kip Racy
Blaine Stephens
Matt Streeter
Lucas Thompson
James Walker
Brian Vowell

Steve Ruby, Legal Counsel

Executive Director:

Carolyn Walstad

Operations Director:

Jared Szlichta

Field Supervisor:

Michael Mitchell



www.StillwaterAreaSports.com



REPORT TO: CITY COUNCIL

MEETING DATE: JUNE 3, 2024



Agenda Item:	8.b. CC-24-77
Previous/Related Action:	
Background/Issue:	• At the May 8 City Council meeting, staff provided an update that included concerns and limitations regarding the existing Animal Welfare facility. • We also shared a new potential location on Hargis Rd. near the airport and the OSU Flight School. Staff submitted the required FAA application to alter and construct on the property but have not received final clearance yet. • Throughout the past few years, we have discussed a possible funding avenue for this project with a GO Bond since it was designated as a need by staff and community members. • In February 2023, we hired 505 Architects to provide a preliminary scope of work and project cost estimate. Throughout the past year the estimate to build a new Animal Welfare facility has ranged between \$6.75 to \$7.2 million. • We understand, staff and Council plan to continue moving forward with this project. • Community members who would like additional information regarding the Animal Welfare and other TIME projects, we ask that they go online to: stillwaterok.gov/time or stillwaterok.gov/animalwelfare, or contact Dawn Dodson at (405) 742-8214, or email me at: dawn.dodson@stillwaterok.gov.
Proposal/Solution:	It is not practical to move forward with the August 27, 2024, ballot since we do not have final FAA clearance and the June 12 resolution deadline is fast approaching. Staff will continue working through the FAA process, gathering information from our community, and looking at early 2025 election dates.
Financial Source/Impact:	None at this time.
Related Strategic Priority:	#2 MOTIVATED MANAGEMENT #3 SAFE COMMUNITY #4 CONNECTED SPACES

Recommended Action/Motion:	None at this time.
Prepared By:	Dawn Dodson, Communications Director
Reviewed By:	Teresa Kadavy Brady Moore
Submitted By:	Kimberly Meek, City Manager

Attachments

None

ORDINANCE NO. 3538

AN ORDINANCE REZONING A TRACTS OF LAND LOCATED AT 1205 SOUTH DUCK STREET FROM SMALL LOT SINGLE-FAMILY RESIDENTIAL DISTRICT (RSS) TO TWO-FAMILY RESIDENTIAL DISTRICT (RT).

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STILLWATER, OKLAHOMA:

Parcel located at 1205 South Duck Street:

Sunny Side ADD Blk 2 Lot 7

be and the same is hereby rezoned from (RSS) Small Lot Single-Family Residential District to (RT) Two-Family Residential District.

PASSED, APPROVED, AND ADOPTED THIS ____ DAY OF _____, 2024.

WILLIAM H. JOYCE, MAYOR

(SEAL)
ATTEST:

TERESA KADAVY, CITY CLERK

APPROVED AS TO FORM AND LEGALITY THIS ____ DAY OF _____, 2024.

TAMMY EWING, ASSISTANT CITY ATTORNEY

First Reading: 06/03/2024
Second Reading:

REPORT TO: CITY COUNCIL

MEETING DATE: JUNE 3, 2024



Agenda Item:	12.a. CC-24-78
Previous/Related Action:	
Background/Issue:	Cheryl Marshall with Stillwater Medical Center reported that Elaine Ackerson's term on the Western Payne County Ambulance Trust Authority (WPCATA) expires in July 2024. Ms. Ackerson has expressed interest in being reappointed to the WPCATA for another three-year term. Ms. Ackerson has submitted her application for reappointment.
Proposal/Solution:	
Financial Source/Impact:	
Related Strategic Priority:	
Recommended Action/Motion:	Reappoint Elaine Ackerson to the Western Payne County Ambulance Trust Authority for another three-year term.
Prepared By:	Staff
Reviewed By:	Teresa Kadavy Brady Moore
Submitted By:	Kimberly Meek, City Manager

Attachments

1. WPCATA Ackerson Reappointment Email

Teresa Kadavy

From: 
Sent: Wednesday, May 1, 2024 2:55 PM
To: Teresa Kadavy
Subject: WPCATA board reappointment

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Dear Ms Kadavy,

I serve as the City of Stillwater's representative on the Western Payne County Ambulance Trust Authority. Cheryl Marshall reminded me that my 3 year term ends soon. I am willing to serve an additional term if reappointed.

Is there a form that I can complete and if so, where is it?

Thank you for your help.
Elaine Ackerson

REPORT TO: CITY COUNCIL

MEETING DATE: JUNE 3, 2024



Agenda Item:	12.b. CC-24-79
Previous/Related Action:	
Background/Issue:	Planning Commission consists of five members who have knowledge pertaining to the physical, social, and economic development and betterment of the city. The Planning Commission was created in order to help direct the future development of the City, encourage social and economic improvements in accordance with modern city planning principles, and insures the orderly, efficient and economic arrangement and development of new public works projects. Planning Commission is charged with preparing a comprehensive plan and/or additional specific plans indicating ideas and recommendations for the physical development of the City. The Planning Commission oversees the operation of the zoning ordinance through the review and recommendation on all rezoning, special use permits, site plans, and ordinance text amendments. Subdivision, platting, and re-platting of land is approved by the Planning Commission. The term length of Planning Commission members is three years. There is one current vacancy and two members that have terms expiring in July.
Proposal/Solution:	Reappoint and/or appoint to fill: • Mark Prather term expires 07/24 • Mike Shanahan term expires 07/24 • Andrew Van Leuven resigned 06/24
Financial Source/Impact:	
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT #6 ENGAGED & INVESTED RESIDENTS
Recommended Action/Motion:	• Recommend appointing Mark Prather to another term • Recommend appointing Mike Shanahan to another term • Recommend appointing one of the following applicants to the open seat: ○ Charles Johnson

- David Peters
- Bryan McNeil
- Robin Cornwell

Prepared By:	Brady Moore, Deputy City Manager
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Reviewed By:	Teresa Kadavy
	Brady Moore
	Christy Driskel

Submitted By:	Kimberly Meek, City Manager
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Attachments

None