

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AGENDA WAS POSTED MAY 31, 2024 AT 11:15 A.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
JUNE 3, 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. National Gun Violence Awareness Day Proclamation

Mayor Joyce read the proclamation declaring June 7, 2024 as National Gun Violence Awareness Day. Diane Tipling, Moms Demand Action, accepted the proclamation.

4. CONSENT DOCKET

- a. Approve May 20, 2024 regular meeting minutes
- b. Authorize the City Manager to sign contracts related to benefits administration
- 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
 - 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
- e. Approve Electric and Telecommunications Easement located at 2020 W. 3rd Avenue
- f. Approve the Assignment of Contract Form from Kirkpatrick Architectural Studio to Brandstetter Carroll, Inc. and authorize the City Manager to sign the Form.
- g. Approve State of Oklahoma Department of Transportation Supplemental and Modification Agreement No. 1 Project Maintenance, Financing, and Right-of-Way Agreement
- h. Accept a permanent Electric Utility Easement located at 1730 North Jardot Road

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 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 Single Family Residential (RSS) to Two-Family (RT) district.

City Planner Jacquelyn Porter reported that the applicant, Steuver Holding Company, requests a map amendment to rezone the property addressed as 1205 S. Duck Street from Small Lot Single-Family Residential to Two-Family Residential District. The applicant is requesting the rezoning to allow for the construction of a single duplex for residential infill. Ms. Porter stated that 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.

Mayor Joyce opened the public hearing.

Justin Steuver, Steuver Holding Company, spoke on his behalf and answered Council's questions.

Mayor Joyce closed the public hearing.

Planning Commission recommended approval 3-0.

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR HARDIN TO ACCEPT THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE THE MAP AMENDMENT FOR THE PROPERTY ADDRESSED AS 1205 SOUTH DUCK STREET.

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

- 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.

Accounting Manager Jared Thulin stated that he is introducing the public hearing for the FY2025 proposed budget. He reported that there have been no changes since the budget presentation at the April 15, 2024 Council meeting.

Mayor Joyce opened the public hearing.

Roger Gose, 1120 E. Connell Avenue, expressed his concerns about the deterioration of funds and the lack of capital funds. He stated that he thought there was a change in the budget since it was presented at the April 15 meeting, as the Communications line was now missing.

Mayor Joyce closed the public hearing.

Mr. Thulin stated that the Communications line is not missing, it is just a difference in presentation of the proposed budget. The full Communications budget is now included in the General Government budget so the numbers are the same, they have just been reclassified.

Mayor Joyce and Councilor Clark acknowledged Mr. Gose's comments and concerns regarding the budget. Mayor Joyce stated that there must be a balance between reserve funds and spending funds on roads and other projects that need to be fixed now.

MOTION BY COUNCILOR CLARK, SECOND BY VICE MAYOR DZIALOWSKI TO DIRECT STAFF TO PROCEED WITH ADOPTION OF THE BUDGET BY RESOLUTION AT THE JUNE 17, 2024 MEETING AS PRESENTED IN THE ATTACHED SCHEDULE.

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

8. GENERAL ORDERS

a. SASA Annual Report

SASA Executive Director Carolyn Walstad gave an overview of the programs and leagues that SASA offers, and the attendance numbers of programs offered. She also presented the gross income, economic impact, capital improvements made and community partnerships that SASA has developed. Ms. Walstad reported that this year SASA has started Stilly Gear exchange where parents can donate new or slightly used sports equipment so families can come and find sporting equipment when needed. She emphasized the need for more facilities and said if they were available, she could fill them up.

No action was taken on this item.

b. Stillwater Animal Welfare Update

Communications Director Dawn Dodson stated that at the May 8 City Council meeting, staff provided an update that included concerns and limitations regarding the existing Animal Welfare facility and 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. Ms. Dodson reported that throughout the past few years, staff has discussed a possible funding avenue for this project with a GO Bond Election since it was designated as a need by staff and community members. In February 2023, 505 Architects were hired 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. Staff does plan to continue moving forward with this project; however, it is not practical to move forward with the August 27, 2024, ballot since staff does 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. Ms. Dodson stated that community members who would like additional information regarding the Animal Welfare and other TIME projects, can go online to stillwaterok.gov/time or stillwaterok.gov/animalwelfare, or contact Dawn Dodson at (405) 742-8214, or email at: dawn.dodson@stillwaterok.gov.

Airport Director Kellie Reed answered Council's questions regarding the FAA clearance process and timeline.

Mayor Joyce reported that there has been a strong response to Council's request to hear from the community regarding the new animal welfare facility.

Councilor Clark asked that with the delay in this project, the cost estimates be updated.

No action was taken on this item.

9. ORDINANCES

a. First Reading

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).

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO ADVANCE ORDINANCE NO. 3538 TO SECOND READ AS PRESENTED.

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:

- City Manager Meek announced that Stillwater Regional Airport is hosting a TSA PreCheck enrollment at the airport on Monday, June 10 through Thursday, June 13, 9 a.m. to 12 p.m. and 1 to 5 p.m., and Friday, June 14, from 9 a.m. to 12 p.m. Getting TSA PreCheck will expedite the security screening process at most U.S. airports and help flyers avoid the usual screening of personal items like laptops and shoes. Enrollment is for 5 years with a one-time fee of \$78 for the in-person process or \$70 online. For more information, go to stillwaterok.gov/airport.
- City Manager Meek invited residents to Fly-Day Food Trucks at the airport. Go to the old OSU Flight Center, 1818 Wright Drive, 11 a.m. to 2 p.m. on June 14. This year's diners can experience airside dining, located within the fence.

c. Miscellaneous items from the City Council:

- Councilor Hardin asked residents to save the date and join the Stillwater Police Department for "Cops & Donuts" on Friday, June 7, from 8:30 to 10 a.m. at Daylight Donut's, located at 517 S Perkins Road. This is a great opportunity for our community members and officers to build and strengthen relationships, have important conversations, and enjoy a sweet treat in the process.
- Councilor Clark informed residents 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. Also, City Hall will be closed in observance of Juneteenth on Wednesday, June 19. Trash, recycling, and yard waste will be collected as usual.
- Councilor Hawkins asked residents to save the date and celebrate Independence Day with Stillwater's 30th Boomer Blast Fireworks 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 fireworks 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 to use the Citizen Request Tracker on the City's new website. This is an avenue for residents to report concerns regarding drainage and flooding, street light outages, trash collection issues, animal control requests, and much more. Please consider using this system to

let our employees know concerns that need to be checked out and possibly repaired.

- Mayor Joyce stated that the Primary Election is on June 18. He encouraged voters to get to know the candidates, then vote for who they believe best meets the needs of their families and community. Depending on your location, the ballot will look a little different and includes the County Commissioner for seat 2. Sample ballots, polling locations, and more important information are available on the Payne County Election Board website at votepaynecounty.com.
- i. Discussion about scheduling items for future meetings.

11. QUESTIONS & INQUIRIES

None.

12. APPOINTMENTS

- a. Western Payne County Ambulance Authority

MOTION BY MAYOR JOYCE, SECOND BY COUNCILOR HAWKINS TO REAPPOINT ELAINE ACKERSON TO THE WESTERN PAYNE COUNTY AMBULANCE AUTHORITY FOR ANOTHER THREE-YEAR TERM.

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

- b. Planning Commission

MOTION BY MAYOR JOYCE, SECOND BY COUNCILOR CLARK TO REAPPOINT MARK PRATHER AND MIKE SHANAHAN AND APPOINT DAVID PETERS TO THE PLANNING COMMISSION.

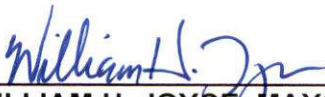
ROLL CALL VOTE: JOYCE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

13. ADJOURN

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR CLARK TO ADJOURN THE JUNE 3, 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 June 3, 2024 regular meeting of the Stillwater City Council adjourned at 6:23 p.m.



WILLIAM H. JOYCE, MAYOR
STILLWATER CITY COUNCIL



TERESA KADAVY
CITY CLERK