

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AGENDA WAS POSTED JULY 12, 2024 AT 9:00 A.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
JULY 15, 2024**

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

1. CALL MEETING TO ORDER

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

2. PLEDGE OF ALLEGIANCE

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

3. CONSENT DOCKET

- a. Approve July 1, 2024 regular meeting minutes
- b. Approve carry forward of budget appropriations from FY24 to FY25
- c. Approve award of Bid #34-2024 to B&L Heating and Air Conditioning, Inc. in the amount of \$340,000 and approve total project expenditures in the amount of \$374,000 to include a 10% contingency for the Municipal Building Rooftop Chiller Replacement; and authorize the City Manager to sign related documents
- d. Approve design amendment for Airport Road and Perkins Road Traffic Impact Analysis; approve associated budget amendment and authorize City Manager to sign related documents
- e. Approve budget amendments to accept final Community Development Block Grant 2023 Grant allocation of \$222,500 for the Stillwater Public Library fire sprinkler system.
- f. Award Bid #23-2024 to Hodges Farms and Dredging, LLC a unit price contract for the WTP Lagoon Dredging Project (Round 2) for the Base Bid with Bid Alternate No. 3 for a total bid amount of \$1,182,137.50; authorize construction expenditures of \$1,332,137.50, including \$150,000.00 for contingency; authorize the General Manager to sign related documents; and approve the budget amendment appropriating funds.
- g. Approve the award of contracts by CMAR, Lippert Brothers, Inc. for Bid Package 1 for Stillwater Regional Airport terminal project for a total of \$18,592,300.
- h. Stillwater Museum Association, Inc. Quarterly Report

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO APPROVE THE CONSENT DOCKET AS PRESENTED.

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

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

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

5. ITEMS REMOVED FROM CONSENT DOCKET

None.

6. PUBLIC HEARINGS

- a. Receive public comment regarding a request from Marilyn Shipman for a map amendment to rezone properties addressed as 424 S. Husband and 212 W. 5th Avenue from Two-Family and Multi-Family Residential (RTM) to Commercial Business (CB) district.

Associate City Planner Diana Hood reported that the applicant is requesting a review and approval of a map amendment to rezone the properties addressed as 424 S. Husband and 212 W. 5th Avenue. Both properties have a single-family residence. Ms. Hood stated that the applicant is requesting rezoning to Commercial Business in anticipation of selling the lots.

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

Planning Commission recommended approval 4-0.

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR CLARK TO ACCEPT THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE THE MAP AMENDMENT FOR THE PROPERTIES ADDRESSD AS 424 S. HUSBAND STREET AND 212 W 5TH AVENUE.

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

- b. Receive public comment regarding a request from OZSOL, LLC for a map amendment to rezone properties addressed as 1302 W. Lakeview Rd Tract 1, 1412 W Lakeview Rd, 1424 W Lakeview Rd, 1508 W Lakeview Rd, and an unaddressed tract of land on West Lakeview Road between 1508 and 1412 W. Lakeview Road from Small Lot Single Family Residential (RSS) to Commercial Shopping (CS).

City Planner Jacquelyn Porter stated that the applicant is requesting a review and approval of a map amendment to rezone the properties addressed and located at 1302 W. Lakeview Rd Tract 1, 1412 W. Lakeview Rd, 1424 W. Lakeview Rd, 1508 W. Lakeview Rd, and a tract of land on West Lakeview Road between 1508 and 1412 W. Lakeview Road. She reported that the property addressed as 1508 W. Lakeview Road has a single-family home and the other properties are vacant. The property addressed as 1412 West Lakeview Road is the only parcel that is platted and part of the Wood Crest Addition. The applicant is requesting rezoning to Commercial Shopping to allow for future commercial development.

Mayor Joyce opened the public hearing.

Aaron Ferguson, Bancroft Design, 923 S. Lowry, spoke on behalf of the applicant.

Mayor Joyce closed the public hearing.

Planning Commission recommended approval 4-0.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO ACCEPT THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE THE MAP AMENDMENT FOR THE PROPERTIES ADDRESSED AS 1302 W. LAKEVIEW RD TRACT 1, 1412 W. LAKEVIEW ROAD, 1424

W. LAKEVIEW ROAD, 1508 W. LAKEVIEW ROAD, AND A TRACT OF LAND ON WEST LAKEVIEW ROAD BETWEEN 1508 AND 1412 W. LAKEVIEW ROAD.

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

- c. Receive public comment regarding a request from OZSOL, LLC for a map amendment to rezone properties addressed as 1302 W Lakeview Rd Tract 2 and 2323 N Garfield St from Small Lot Single Family Residential (RSS) to Two-Family and Multi-Family Residential (RTM).

City Planner Jacquelyn Porter stated that the applicant is requesting a review and approval of a map amendment to rezone the properties addressed and located at 1302 West Lakeview Road, Tract 2, and 2323 North Garfield Street. She reported that the property addressed as 2323 N. Garfield Street has a single-family home with accessory structures on the parcel. The applicant is requesting rezoning to Two-Family and Multi-Family District to allow for future residential development.

Mayor Joyce opened the public hearing.

Aaron Ferguson, Bancroft Design, 923 S. Lowry, spoke on behalf of the applicant.

Mayor Joyce closed the public hearing.

Planning Commission recommended approval 4-0.

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR CLARK TO ACCEPT THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE THE MAP AMENDMENT FOR THE PROPERTIES ADDRESSED AS TRACT 2 OF 1302 W. LAKEVIEW ROAD AND 2323 NORTH GARFIELD STREET.

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

7. RESOLUTIONS

- a. Resolution No. CC-2024-18: A resolution amending Resolution No. CC-2024-10 of the City Council to amend the duties of the Washington School Advisory Committee consistent with the intent of the formation of the committee

Mayor Joyce stated that this resolution adds additional language to clarify that what is wanted from the Washington School Advisory Committee is advice and comments on preserving the history of the Washington School building.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ADOPT RESOLUTION NO. CC-2024-18 AS PRESENTED.

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

- b. Resolution No. CC-2024-21: A resolution of the Stillwater City Council authorizing and approving the submission of an application for United States Department of Transportation Small Community Air Service Development Program Grant Funds for an expanded Marketing Program at Stillwater Regional Airport to increase passenger enplanements

City Attorney Kimberly Carnley reported that the United States Department of Transportation has a Small Community Air Service Development Grant Program that provides grant funds on a competitive basis to enhance community air service. Stillwater Regional Airport has identified an eligible project of an expanded marketing program directed at increasing passenger enplanements. This resolution approves the submission of a grant application for an amount not to exceed \$500,000 for the project. There is no cost share, but the grant monies are disbursed on a reimbursable basis.

Airport Director Kellie Reed answered Council's questions.

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR HARDIN TO ADOPT RESOLUTION NO. CC-2024-21 AS PRESENTED.

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

- c. Resolution No. CC-2024-22: A resolution authorizing and approving the submission of an application for Fiscal Year 2025 Bipartisan Infrastructure Law (BIL) Airport Terminals Program (ATP) Funds administered by the Federal Aviation Administration for airport infrastructure improvements at Stillwater Regional Airport and approving the associated budget amendment for the required sponsor match

City Attorney Kimberly Carnley stated that this resolution approves a grant application for FY2025 FAA Airport Terminals Program (ATP) funds. She reported that there are couple of revisions to this resolution. After the agenda was posted, the airport director received guidance from the regional FAA representative that the airport may revise the application to include additional eligible project elements and as such the following changes are reflected in the updated resolution circulated this evening. Ms. Carnley stated that the eligible project elements have been revised to include a planned terminal access road and roundabout which required revisions to the total amount of grant funds and the local match. The new amount is not to exceed \$6 million and the required 5% sponsor match is \$300,000. She stated that approving this resolution as revised, approves the application, the required sponsor match and associated budget amendments and also authorizes the Mayor or Vice-Mayor to sign any necessary documents for such purpose.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ADOPT RESOLUTION NO. CC-2024-22 AS REVISED.

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

- d. Resolution No. CC-2024-23: A resolution notifying the public of the compiling and publishing of the Code Supplement No. 10 to the code of the City of Stillwater, Oklahoma

City Attorney Kimberly Carnley stated that this is a routine resolution stating that the public has been notified that the City has published and compiled Supplement No. 10 so any ordinances that have been passed by the City Council since Supplement No. 9 are now compiled and codified on the online code. This resolution confirms that the City has complied with State law requirements regarding codification of City codes.

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR HARDIN TO ADOPT RESOLUTION NO. CC-2024-23 AS PRESENTED.

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

8. ORDINANCES

a. First Reading

Ordinance No. 3540: An ordinance rezoning tracts of land located at Tract 2 of 1302 West Lakeview Road and 2323 North Garfield Street from Small Lot Single-Family Residential (RSS) to Two-Family and Multi-Family Residential (RTM).

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ADVANCE ORDINANCE NO. 3540 TO SECOND READING AS PRESENTED.

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

Ordinance No. 3541: An ordinance rezoning tracts of land located at 1302 West Lakeview Road Tract 1; 1412 West Lakeview Road; 1424 West Lakeview Road; 1508 West Lakeview Road; and a Tract of Land on West Lakeview Road between 1508 and 1412 West Lakeview Road from Small Lot Single-Family Residential (RSS) to Commercial Shopping (CS).

MOTION BY COUNCILOR HARDIN, SECOND BY COUNCILOR CLARK TO ADVANCE ORDINANCE NO. 3541 TO SECOND READING AS PRESENTED.

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

Ordinance No. 3542: An ordinance rezoning tracts of land located at 424 South Husband Street and 212 West 5th Avenue from Two-Family and Multi-Family Residential (RTM) to Commercial Business (CB).

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR CLARK TO ADVANCE ORDINANCE NO. 3542 TO SECOND READING AS PRESENTED.

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

b. Second Reading

Ordinance No. 3539: An ordinance amending Stillwater City Code Of Ordinances by amending Chapter 31, Municipal Court, Article I, in general, by adding Section 31-40, Assessment of Municipal Court Technology Fee; repealing all ordinances to the contrary; and providing for severability

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ADOPT ORDINANCE NO. 3539 AS PRESENTED.

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

9. APPOINTMENTS

a. Rural Water Advisory Board

MOTION BY MAYOR JOYCE, SECOND BY COUNCILOR HARDIN TO APPOINT GREGG PICKENS TO THE RURAL WATER ADVISORY BOARD.

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

10. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the City Attorney:
 - i. Request for Executive Session pursuant to 25 O.S. Section §307 (B)(1) of the Oklahoma Open Meeting Act for the purpose of confidential communication regarding the employment, appointment, promotion, demotion, disciplining or resignation of Stillwater City Attorney Kimberly Carnley.
 - ii. Request for Executive Session pursuant to 25 O.S. Section §307 (B)(1) of the Oklahoma Open Meeting Act for the purpose of confidential communication regarding the employment, appointment, promotion, demotion, disciplining or resignation of City Manager Kimberly Meek.
 - iii. Request for Executive Session pursuant to 25 O.S. Section §307 (B)(1) of the Oklahoma Open Meeting Act for the purpose of confidential communication regarding the employment, appointment, promotion, demotion, disciplining or resignation of Municipal Judge Tanya Raun.
- b. Miscellaneous items from the City Manager:
 - City Manager Kimberly Meek congratulated the City's esteemed Finance Department upon receiving the top recognition for government accounting and financial reporting for the 42nd consecutive year. This achievement is the highest form of recognition in the area of governmental accounting and financial reporting from the Government Finance Officers Association of the United States and Canada. The exceptional financial reporting award recognizes the long-time commitment the City has with tax payers and the commitment of being good stewards with tax payer funds. Our Finance Department, led by Assistant City Manager and Finance Director Christy Cluck, have continued a phenomenal legacy of success and outstanding work.
- c. Miscellaneous items from the City Council:
 - Councilor Hardin reminded residents to save the dates July 17-21 for "Krazy Daze." This is Stillwater's annual, largest community-wide retail sales event. From Lakeview Pointe and Pioneer Square Shopping Centers to The Strip and Downtown Stillwater, there are many shops offering summer-time sales for all ages. Some stores feature sidewalk sales, some will have sale racks located inside, and some will have both.
 - Councilor Clark 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. All artwork must be submitted by Thursday, August 15, 2024, at 5:30 p.m. This year's artwork theme is "It's Electric," to celebrate and educate the community on the importance of electricity and energy saving efforts.
 - Councilor Clark also reminded residents that are looking for fresh produce, flowers, farm fresh eggs, homemade breads, canned goods, and more not to miss the Stillwater Farmers' Market on Wednesdays and Saturdays, from 8 a.m. to 1 p.m. at the Prairie Arts Center. Saturdays also feature "Porch Pop Up Shops," alongside the market, and the free Community Art Studio project from 10 a.m. to 12 p.m.
 - Councilor Hawkins announced that the Stillwater Police Department will host National Night Out on Tuesday, August 6, from 6 to 8 p.m. at Southern Woods Park. This is an annual community event to build and strengthen relations with

Stillwater families, friends, emergency responders and other organizations and businesses. There will be games, food and fun.

- i. Discussion about scheduling items for future meetings.

11. QUESTIONS & INQUIRIES

None.

12. EXECUTIVE SESSION

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

MOTION BY MAYOR JOYCE, SECOND BY COUNCILOR CLARK TO RECESS THE STILLWATER CITY COUNCIL MEETING AT 5:58 P.M.

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

Stillwater City Council meeting recessed at 5:58 p.m. to convene Stillwater Utilities Authority meeting.

Stillwater City Council reconvened at 5:59 p.m.

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR CLARK TO ENTER INTO EXECUTIVE SESSION AT 6:00 P.M.

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

13. RETURN FROM EXECUTIVE SESSION

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO RECONVENE THE REGULAR STILLWATER CITY COUNCIL MEETING AT 7:52 P.M.

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

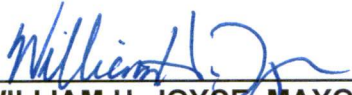
- a. No action was taken on this item.
- b. No action was taken on this item.
- c. No action was taken on this item.

14. ADJOURN

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ADJOURN THE JULY 15, 2024 REGULAR MEETING OF THE STILLWATER CITY COUNCIL.

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

The July 15, 2024 regular meeting of the Stillwater City Council adjourned at 7:52 p.m.



WILLIAM H. JOYCE, MAYOR
STILLWATER CITY COUNCIL



TERESA KADAVY
CITY CLERK