

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AGENDA WAS POSTED AUGUST 1, 2024 AT 4:30 P.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
AUGUST 5, 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. CONSENT DOCKET

- a. Approve July 15, 2024 regular and executive session meeting minutes
- b. Approve budget amendments reflecting receipt and appropriation of \$825 in federal grants to the Stillwater Public Library.
- c. Acknowledge receipt of the Stillwater Public Library Trust report reflecting FY23 activities.
- d. Approve appropriation of funds in the amount of \$5,880 to purchase books in accordance with the provisions of the Mabel M. King Endowment Fund and approve associated budget amendment
- e. Approve compensation for the Municipal Judge at \$60,000 per year.
- f. Approve Rails to Trails Phase 1 budget amendments as the project was inadvertently omitted from the carry forward list that was approved by Council on July 15, 2024. Approval of budget amendments reappropriates \$1.5 million in expenditure and \$1.2 million in revenue.
- g. Reject all bids for Airport T-Hangar 2 Overlay and New Driveway Project due to bids being over the project budget.
- h. Approve contract amendment with McFarland Architects in an amount not to exceed \$542,485, authorize the Mayor and City Manager to sign all documents related to McFarland's agreement for services and approve associated budget amendments.
- i. Approve appropriation of funds to cover grant management services for terminal construction project. Funding is from fund balance of Airport Grant Funds.

MOTION BY COUNCILOR CLARK, SECOND BY VICE MAYOR DZIALOWSKI 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.

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. GENERAL ORDERS

- a. Receive Henderson Golf Management FY24 Update and consider approval of the FY25 Operation and Maintenance Agreement for Lakeside Memorial Golf Course.

Assistant City Manager and Human Resources Director Christy Driskel introduced Michael Henderson, with Henderson Golf Management, LLC.

Mr. Henderson gave an annual update on Lakeside Memorial Golf Course. He presented the history of Henderson Golf Management and the current status of their management business. Mr. Henderson reported on community programming, capital improvements, program attendance, expenses and revenues and explained that it is in the plans to purchase new golf carts. Mr. Henderson answered Council's questions.

Mayor Joyce verified that this is a new contract for the coming year and is renewable for up to three years.

Ms. Driskel stated that staff's recommendation is to approve the agreement for the operation and maintenance of Lakeside Memorial Golf Course with Henderson Golf Management, LLC.

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR HARDIN TO APPROVE THE AGREEMENT FOR THE OPERATION AND MAINTENANCE OF LAKESIDE MEMORIAL GOLF COURSE WITH HENDERSON GOLF MANAGEMENT, LLC.

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

- b. Approve Amendment No.1 to the CMAR Agreement regarding a conversion from Interim Guaranteed Maximum Price (IGMP) to Guaranteed Maximum Price (GMP), authorize the City Manager to execute said Amendment No. 1 and approve associated budget amendments.

Airport Director Kellie Reed gave a brief history of the current airport terminal and then presented and explained the plans and designs for the new airport terminal and parking areas. She presented the terminal construction timeline and the summary of Phase 1 funding for the terminal. Ms. Reed answered Council's questions.

MOTION BY COUNCILOR CLARK, SECOND BY VICE MAYOR DZIALOWSKI TO APPROVE AMENDMENT NO. 1 TO THE CMAR AGREEMENT REGARDING A CONVERSION FROM INTERIM GUARANTEED MAXIMUM PRICE (IGMP) TO GUARANTEED MAXIMUM PRICE (GMP), AUTHORIZE THE CITY MANAGER TO EXECUTE SAID AMENDMENT NO. 1 UPON APPROVAL OF ALL BONDS AND RELEASE OF ALL APPLICABLE GRANT FUNDS, AND APPROVE ASSOCIATED BUDGET AMENDMENTS.

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

7. RESOLUTIONS

- a. Resolution No. CC-2024-24: Official Ballot-A resolution of the City of Stillwater, Oklahoma casting a vote for Trustee of the Oklahoma Municipal Retirement Fund (OkMRF) to fill the expiring term of At-Large Trustee representing the entire membership

Assistant City Manager and Human Resources Director Christy Driskel stated that OkMRF is the 401k provider for the general City employees so the City has a membership vote. The City Manager reviewed the candidates and selected the incumbent and that is the name listed in the resolution.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO ADOPT RESOLUTION NO. CC-2024-24 AS PRESENTED.

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

8. ORDINANCES

- a. Second 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 HAWKINS, SECOND BY COUNCILOR CLARK TO ADOPT ORDINANCE NO. 3540 AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA. NAY-NONE. MOTION CARRIED WITH FIVE 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 HAWKINS TO ADOPT ORDINANCE NO. 3541 AS PRESENTED.

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

MOTION BY COUNCILOR CLARK, SECOND BY VICE MAYOR DZIALOWSKI TO ADOPT ORDINANCE NO. 3542 AS PRESENTED.

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

9. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the City Attorney: None.
- b. Miscellaneous items from the City Manager:

- City Manager Kimberly Meek reminded residents that it's back to school in Stillwater, with Meridian Technology Center beginning August 13th, Stillwater Public Schools beginning August 15th and Oklahoma State University and Northern Oklahoma College both on August 19th. There will be an increase of walkers near campuses, bus stops and in crosswalks. Please be mindful when driving. Always stop at crosswalks and let pedestrians pass, obey school zone speed limits and do not pass another vehicle in a school zone. Be an attentive driver, put your cell phone away, and be aware of what or who may be around you and on the road. Additionally, vehicles must stop at least 20 feet before reaching a school bus that is stopped with its red lights flashing.
- c. Miscellaneous items from the City Council:
 - Councilor Hardin announced that the deadline is quickly approaching for students to participate in the Stillwater Art Integration's first utility box art program. 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 theme is "It's Electric," to celebrate and educate the community on the importance of electricity and energy saving efforts.
 - Councilor Clark invited residents to come on Wednesday, August 7, beginning at 9 a.m., for an exciting announcement at Our Daily Bread, located at 701 E. 12th Ave., Stillwater. As many know, Our Daily Bread is the regional food and resource center. Not only do they serve Stillwater residents and families, but also those in nearby communities. If anyone cannot join in person, please consider joining via Our Daily Bread's Facebook live.
 - Councilor Hawkins announced that the City is accepting applications to fill a position on the Audit Committee. The duties of the Audit Committee include recommendation of accounting firm to perform annual audit; maintenance of good communications with City staff and independent accountants; review and evaluation of year-end financial statements and independent accountants' audit reports; review and evaluation of independent accountants' management letter; review any reported deficiencies in internal control; and to report to the City Council as required. The committee is made up of members representing banking/financial institutions, business professionals, and certified public accountants. The current vacancy is that of a businessperson. The term length is three years.
 - Vice Mayor Dzialowski invited residents to join the City on Tuesday August 6 from 6 to 8 p.m. at Southern Woods Park for Stillwater Police Department's National Night Out. This annual event helps build and strengthen relations with Stillwater families, friends, emergency responders and community organizations. There will be games, free food and drinks, and fun.
 - Mayor Joyce invited citizens to the 2024 Payne County Free Fair from August 28th through the 31st. City of Stillwater departments Waste Management, Public Library, Communications, Public Works, and more will share a booth near Emergency Management, Fire, and Police in the Community Building. Please stop by, pick up some swag, and let the City know how we can help you and our community.
- i. Discussion about scheduling items for future meetings.

10. QUESTIONS & INQUIRIES

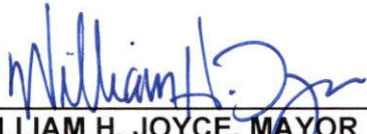
None.

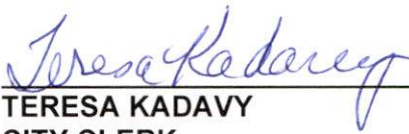
11. ADJOURN

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO ADJOURN THE AUGUST 5, 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 August 5, 2024 regular meeting of the Stillwater City Council adjourned at 6:07 p.m.



WILLIAM H. JOYCE, MAYOR
STILLWATER CITY COUNCIL

TERESA KADAVY
CITY CLERK