



Together, Investing in Municipal Excellence

WASHINGTON SCHOOL ADVISORY COMMITTEE SPECIAL MEETING AGENDA
SEPTEMBER 3, 2024

723 S. Lewis Street, Room 2073
Stillwater, OK 74074
11:30 AM

Karen Washington, Laura Arata, James Beckstrom, Norman McNickle, Gary Clark, Thomas Fields, Ann Houston, Calvin Miller, Jessie Sims, Kay Stewart, Clyde Wilson

1. Call Meeting to Order

2. General Orders

The Washington School Advisory Committee 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 Washington School Advisory Committee 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 Washington School Advisory Committee.

a.	Approval of minutes from Special Meeting on August 6, 2024.
b.	Update from the Washington School Heritage Foundation
c.	General discussion of next steps in the redevelopment process of Washington School. No action will be taken on this item.
d.	Discussion and possible action regarding priority project needs of the facility, including discussion and possible action for staff consideration of removal of steel, implementation of site security, tree trimming and other general clean-up activities at the site.

3. Public Comment

4. Adjourn

On August 30, 2024 at 8:15 a.m., a true and correct copy of this agenda was posted on the kiosk outside City Hall, 723 S. Lewis Street, Stillwater, OK.

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.

Washington School Advisory Committee Minutes

August 6, 2024

723 S. Lewis Street, Room 2073

Stillwater, OK 74074

11:30 A.M.

Members present: Karen Washington, James Beckstrom, Norman McNickle, Thomas Fields, Ann Houston, Kay Stewart, Gary Clark

Not present: Laura Arata, Lee Ann Sims, Calvin Miller

Others Present: Assistant City Attorney Ashlyn Garis, Assistant City Manager Christy Driskel, Michelle Charles as Recording Secretary

1. Call Meeting to Order

The meeting called to order by Chairwoman Karen Washinton at 11:30 a.m.

2. Consent Docket – No items

3. General Orders

The Washington School Advisory Committee will hear a staff presentation, discuss, take action including a vote or series of votes on each item listed as presented or as amended or revised by the Washington School Advisory Committee 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 Washington School Advisory Committee.

- a. Update from Washington School Heritage Foundation (No action will be taken on this item.)

Jim Beckstrom provided a timeline proposed by the Washington School Heritage Foundation for a Fall 2024/Winter 2025 work plan. The Foundation proposes to utilize volunteer labor to begin removing trees encroaching on the foundation and remove the roof from the breezeway.

The Foundation proposes spending up to \$18,000 of its \$37,000 net balance during the initial phase and asks the City of Stillwater to provide roll-off containers for waste disposal and to haul it away.

The proposal also asks the City of Stillwater to provide matching funding for conceptual design planning for the interior of the school building that is needed to apply for grants and encourage donations. The plan lists \$20,000 total from all parties “as a placeholder” but the cost is currently unknown.

Beckstrom said the Foundation plans to get cost estimates for portions of the Washington School project to break it into “bite-size” pieces that will allow for some progress with the resources it has.

McNickle noted that some of the items recovered during demolition work, like steel, have value and asked if money from their sale could be placed in a dedicated account at the City of Stillwater that supports the project or go to the Foundation to support the project.

- b. Discussion and possible action regarding priority project needs of the facility, including discussion and possible action for staff consideration of removal of steel, implementation of site security, tree trimming and other general clean-up activities at the site.

Assistant City Manager Christy Driskel said over the past few months, several members of City staff had looked at the condition of the building, the impact flooding had on it and the findings of an asbestos report completed in 1988. Based on that evaluation, it has been recommended people not enter the east wing without wearing a respirator because of black mold.

It is also recommended that a new asbestos study be performed. Some asbestos material appeared to have been already remediated or removed, but some material containing asbestos appears to still be present and the markings on the previous report are unclear regarding some areas of the building. That would need to be addressed before a workday could be safely planned.

City staff is meeting with engineers to assess structural safety. The primary focus is ensuring it is safe.

Scheduling a clean-up day would require entering into an access agreement with the City of Stillwater that defines a specific date, time and purpose for accessing the building. Proof of insurance and waivers from volunteers indemnifying the City of Stillwater would also be required.

Beckstrom asked why people volunteering would have to provide insurance. Driskel said her understanding is that it would be an organized workday

sponsored by an external party so proof of liability insurance would be required. Beckstrom asked if the City of Stillwater could organize the workday.

Driskel said there is concern about workflow, ensuring efforts move the project toward the final goal envisioned, and questions about what would be expected of the City, but having the work plan presented by the Foundation might help. It is the first formal plan the City has seen.

The City has no budget for Washington School in the current fiscal year. Any requests for a plan of action or funding for the project would come from the Advisory Committee and go before the City Council, Driskel said.

McNickle said the goal is to have a workday on November 16. Driskel said that seems possible.

The earliest any request could be placed on a City Council agenda would be August 19, but that is subject to City Manager and City Attorney review. Driskel said she would notify the Committee when the item has been scheduled on an agenda.

Motion by McNickle, seconded by Clark, that the Committee asks City Council to approve the 2024 work plan proposed by the Washington School Heritage Foundation.

Approved 7 - 0

Clark - aye, Fields – aye, Stewart – aye, McNickle – aye, Houston – aye, Beckstrom – aye, Washington – aye

McNickle noted that there have not been any break-ins at the school in a few weeks. An unknown person installed new sheets of plywood over some of the openings and he has not been able to determine who it was.

He would like to have a security camera installed at the school site. He thinks the group should check on the availability of Wi-Fi and power required to make the system work before making an official request.

c. General discussion of next steps in the redevelopment process of the Washington School

Washington said she had previously asked that language be added to the resolution forming the Washington School Advisory Committee specifically referencing preservation of the history of Washington School as part of the group's mission. That language has been incorporated.

No action was taken on this item.

c. Public Comment

No requests to speak.

d. Adjourn

**Motion by Clark, seconded by Beckstrom, to adjourn the August 6, 2024,
Washington School Advisory Committee Meeting.**

Approved 7 - 0

**Fields – aye, Clark – aye, Beckstrom – aye, Washington – aye, Houston – aye,
McNickle – aye, Stewart - aye**

The Washington School Advisory Committee adjourned at 12:05 p.m.