

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AGENDA WAS POSTED SEPTEMBER 19, 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
SEPTEMBER 23, 2024**

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

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 September 9, 2024 regular and executive session meeting minutes
- b. Approve and execute Concurrence Letter for school speed zone modifications in the vicinity of Highland Park Elementary
- c. Approve Professional Services Agreement with Meshek & Associates, LLC for engineering, planning, grant management and GIS services required to review and update the City of Stillwater's Hazard Mitigation Plan.
- d. Approve Amendment #2 with Meshek & Associates for expanded Stormwater CIP to cover all areas in City Limits; approve associated budget amendment and authorize the City Manager to sign related documents.
- e. Approve budget amendments reflecting receipt and appropriation of \$23,363 in donations to the Stillwater Public Library

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

ROLL CALL VOTE: JOYCE-YEA, DZIALOWSKI-YEA, HAWKINS-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. GENERAL ORDERS

- a. An update from the Parks & Community Resources Director to provide a report on the Arrowhead Park survey, implementation of site and neighborhood surveys, and communication related to opportunities for community involvement in the city parks discussion

Parks & Community Resources Director Barbara Bliss stated that she was going to give an update on what has been happening in the Parks & Community Resources Department. She reported that staff met with Vice Mayor Dzialowski and Councilor Clark and a Park Study Session was held on August 26 and was attended by City Councilors and residents. She reported that at this meeting discussion was held about researching legalities and appraisals regarding sale of park land. Ms. Bliss reported that no park land can be sold without approval of City Council and sale of land is a possibility to reinvest back into the parks. She stated that Sunset Park is an area under consideration. The tennis courts at this park need major repair and it would be a huge project to repair those courts. Staff believes that if this land could be sold then reinvested into the parks by building some additional tennis courts and pickleball courts at Couch Park. The Arrowhead Park survey has been completed with 81 responses received and the overwhelming comments identified a need for shaded picnic tables, benches and open green space for activities and dog play. Ms. Bliss presented shade structures and other amenities that could be placed at Arrowhead Park depending on the budget. Surveys are being conducted for four other neighborhood parks, but the next focus will be on Myers Park. The playground and artificial turf at this park must be replaced and just the turf will cost approximately \$35,000. Public input will help decide what amenities will be placed in Myers Park. Ms. Bliss stated that volunteers to help in the parks are very welcome and appreciated so anyone interested in helping to please contact her. Ms. Bliss reported that there will be a community meeting on January 9, 2025, at the Community Center to discuss the "Vision Plan" for the parks and facilities. This meeting will be an opportunity for the citizens to express what they would like to see in the City parks.

Vice Mayor Dzialowski thanked staff for the survey approach to the neighborhood parks giving the residents that live close to those park spaces a chance to provide feedback. She reminded staff to keep the bigger vision in mind so there will be a comprehensive park system for the community. Vice Mayor stated it was discussed that the City start to build an identity in the community with the park spaces by using some consistency with design perspectives, signage or other features.

Discussion was held amongst Council and Ms. Bliss answered their questions.

No action was taken on this item.

7. RESOLUTIONS

- a. Resolution No. CC-2024-28: A resolution authorizing the City of Stillwater to submit a grant application for the FEMA Hazard Mitigation Grant Program (HMGP) administered by the Oklahoma Department of Emergency Management and FEMA for the purpose of assisting in implementation of Long-Term Hazard Mitigation Planning; authorizing Meshek & Associates, LLC to submit the grant application on behalf of the City of Stillwater in connection with its grant administration services; approving the associated budget amendment; and authorizing the Mayor or Vice-Mayor to sign grant application documents

City Attorney Kimberly Carnley presented Resolution No. CC-2024-28.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO ADOPT RESOLUTION NO. CC-2024-28 AS PRESENTED.

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

- b. Resolution CC-2024-29: A resolution adopting a revised rate schedule for Fire Service Fees pursuant to the Stillwater City Code Chapter 20, Fire Prevention and Protection, Article II, Fire Department, Section 20-30, Fire Service Fees.

City Attorney Kimberly Carnley reported that Exhibit A with Resolution CC-2024-29 has been revised to include the minimum run charge in the amount of \$500.

Fire Chief Terry Essary reported that the Stillwater Fire Department (SFD) offers a rural fire service contract for customers within the response district that are located outside the corporate city limits. The current annual fee for the contract is \$100. The contract sets a maximum charge of \$2,000 per incident and a minimum charge of \$500 per incident. The program also establishes hourly rates for apparatus and personnel. Chief Essary stated that the contract fee and hourly rates were established in 2008 and have not been adjusted since that time.

Chief Essary reported that the Stillwater Fire Department hired NewGen Strategies and Solutions to conduct an independent review of the rural fire contract fee and hourly rates for apparatus and personnel. Dave Yanke, with NewGen Strategies and Solutions presented his findings and recommendations to the City Council on February 26, 2024. According to NewGen's findings, SFD is recovering approximately 40% of current personnel costs and 56% of apparatus costs. Chief Essary stated that after an in-depth analysis of NewGen's report and recommendations, staff recommends increasing the annual contract fee to \$200 and updating hourly rates for personnel and equipment. These increases will enable the SFD to recover a reasonable amount of costs for providing fire protection in the rural fire districts. Chief Essary reported that the new yearly contract rate of \$200 would be effective January 1, 2025.

Chief Essary answered Council's questions.

City Attorney Kimberly Carnley clarified that the resolution will adopt the revised rate schedule for fire service fees effective January 1, 2025. The rural fire contract fee of \$200 is set by ordinance which will be considered under First Read Ordinance No. 3545 this evening.

MOTION BY COUNCILOR HAWKINS, SECOND BY VICE MAYOR DZIALOWSKI TO ADOPT RESOLUTION NO. CC-2024-29 AS PRESENTED.

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

8. ORDINANCES

a. First Reading

Ordinance No. 3545: An ordinance amending the Stillwater City Code by amending Chapter 20, Fire Prevention and Protection, Article II, Fire Department, by amending Section 20-30, Fire Service Fees by designating how funds collected are to be used and by increasing the Rural Fire Services Contract Annual Fee; repealing all ordinances to the contrary; and providing for severability.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HARDIN TO ADVANCE ORDINANCE NO. 3545 TO SECOND READ AS PRESENTED.

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

9. 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 the City is developing the Envision Stillwater 2045 Comprehensive Plan. This document will be utilized as a blueprint to determine housing, economic development, work force, and much more. Please complete the brief survey to contribute your ideas about housing type options, property values, affordability of housing, jobs, where money should be invested, and much more. To access the online survey and other information go to envisionstillwater2045.com. The survey is also available in hard copy at the public library.
- c. Miscellaneous items from the City Council:
 - Councilor Hardin informed residents that there is better way to park for Oklahoma State Football games. OSU Athletics, City of Stillwater, and Visit Stillwater have teamed up to offer free parking, shuttle service, and more. Park downtown and utilize the Park and Ride Shuttle Service. It begins three hours before the game and runs every 30 minutes. The pick-up and drop-off location is at 7th Avenue and Lewis Street. Also, check out visitstillwater.org for a gameday guide.
 - Councilor Hawkins announced that on Saturday, October 19th, the City's Watershed Quality Department will have its bi-annual "Household Hazardous Waste Collection" event. The event will be from 8 a.m. to 1 p.m. at the Convenience Collection Center located at 807 S. Perkins Road. During this event, residents are encouraged to drop off any household pollutants for free. Accepted items include oil-based paints, pesticides, herbicides, household cleaning products, pool chemicals, unused pharmaceuticals, and more. The Convenience Collection Center will still accept regular trash and recycling that day. However, trailers and commercial waste are not allowed. Yard waste will be accepted after 1 p.m.
 - Vice Mayor Dzialowski announced that the City is accepting applications for various committees including the Stillwater Reinvestment Plan Implementation Policy Committee, also known as the Downtown TIF #3. Committees are essential for increased development and infrastructure projects within our community. If anyone would like to get involved in their local government and help make Stillwater even greater, please consider serving on one or more of these committees.
 - Mayor Joyce informed residents that the Stillwater Police Department has responded to multiple car burglaries in the last few months. It is important to remember that car theft is a crime of convenience. Citizens can make small changes to protect their vehicles. Please remember to lock your vehicle and take your key fobs with you, park in a well-lit area, do not leave valuables in your car, never leave a gun in your car and always keep your car locked.
 - Mayor Joyce informed residents that the Public Hearings for the Data Center Project Plan, originally scheduled for September 23, 2024, and October 7, 2024, have been removed from the agendas. Due to an error in publishing the project plan area map in the public notice, new notices will be published for two upcoming public hearings, now scheduled for October 7, 2024, and November 4, 2024. We appreciate your understanding and welcome your continued participation in these proceedings.
 - Mayor Joyce expressed condolences to the Larry Jones family on the passing of Kayo Jones and commented on the great contributions Kayo and Larry both made to the City of Stillwater and the Kameoka Sister Cities program.

- i. Discussion about scheduling items for future meetings.

10. QUESTIONS & INQUIRIES

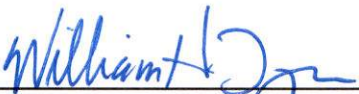
None.

11. ADJOURN

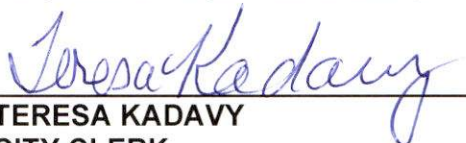
MOTION BY COUNCILOR HARDIN, SECOND BY COUNCILOR HAWKINS TO ADJOURN THE SEPTEMBER 23, 2024 REGULAR MEETING OF THE STILLWATER CITY COUNCIL.

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

The September 23, 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