



Together, Investing in Municipal Excellence

STILLWATER UTILITIES AUTHORITY MEETING AGENDA

NOVEMBER 4, 2024

723 S. Lewis Street, Room 1122B

Stillwater, OK 74074

5:30 PM

Chair Will Joyce, Vice Chair Amy Dzialowski, Trustees Christie Hawkins, Kevin Clark,
& Tim Hardin

1. Call Meeting to Order

2. Consent Docket

Items listed on the consent docket are routine administrative matters that may be approved without discussion. The Trustees will take action on these items collectively with a single vote. The requested action is indicated for each item listed. Should a Trustee elect to discuss, amend, revise, or table any item listed on the consent docket, the item will be moved to the section of the agenda titled "Items Removed from the Consent Docket" for consideration and possible action. Additionally, a Trustee or the General Manager may simply ask the Chair to remove an item from the consent docket prior to action by the Trustees and no action will be taken on the removed item at this meeting.

a.	Approve October 21, 2024 regular meeting minutes	
b.	Approve budget amendments to reflect receipt and appropriation of insurance proceeds.	Christy Cluck

3. Public Comment on Items not Scheduled for Public Hearings

Stillwater City Code, Section 2-53(a) & (b), provides that taxpayers or residents of the city, or their authorized legal representatives, may address the Trustees at a regularly scheduled meeting on any item of business listed on the meeting agenda provided they have submitted a written request prior to the meeting either online at Request to speak form or via the form found in the lobby outside Council chambers.

4. Items Removed from the Consent Docket

Items removed from the consent docket are placed on this section of the agenda for discussion, revision, amendment and/or tabling prior to action by the Trustees. The Trustees may take action, including a vote or series of votes, on items removed to this section of the agenda after the requested discussion, revision, or amendment.

5. General Orders

The Stillwater Utilities Authority 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 Stillwater Utilities Authority 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 Stillwater Utilities Authority.

a.	Receive annual report by MMO Partners, consider approval of extension agreement #2 with MMO Partners for federal advocacy services in the amount of \$79,200, approve associated budget amendment and authorize the General Manager to sign related documents.	SUA-24-61	Christy Cluck, Kyriakos Pagonis
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6. Questions and Inquiries

7. Reports from Officers and Boards

Announcements and remarks of general interest may be made by Trustees, General Manager or General Counsel. Items of City business that may require discussion or action, including a vote or series of votes, are listed below

8. Adjourn

On November 1, 2024 at 10:50 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.

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AGENDA
WAS POSTED OCTOBER 18, 2024 AT 8:15 A.M. AT THE MUNICIPAL BUILDING,
723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER UTILITIES AUTHORITY
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
OCTOBER 21, 2024**

PRESENT: VICE CHAIR AMY DZIALOWSKI, TRUSTEES CHRISTIE HAWKINS,
KEVIN CLARK AND TIM HARDIN
ABSENT: CHAIR WILLIAM H. JOYCE

1. CALL MEETING TO ORDER

Vice Chair Dzialowski called the meeting to order at 6:45 p.m.

2. CONSENT DOCKET

- a. Approve October 7, 2024 regular meeting minutes.
- b. Consider award of Monticello Project Bid #8-2024 to Ellsworth Construction OKC, LLC for a unit price of \$3,058,797.19, approve Amendment #5 with Kimley-Horn for construction administration services in the amount of \$90,900.00, authorize total construction expenditures of \$3,547,200 to include construction contract, construction administration services, testing and contingency, authorize General Manager to sign related documents, and approve associated budget amendments.
- c. Approve a Professional Services Agreement with Carollo for Lake McMurtry Raw Water Storage Project in the amount of \$3,719,507; authorize the General Manager to sign related documents; and approve associated budget amendment to include 10% contingency.

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HARDIN TO APPROVE THE CONSENT DOCKET AS PRESENTED.

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

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

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

4. ITEMS REMOVED FROM CONSENT DOCKET

None.

5. QUESTIONS AND INQUIRIES

None.

6. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the General Counsel: No report.
- b. Miscellaneous items from the General Manager: No report.
- c. Miscellaneous items from Trustees: No report.
 - i) Discussion about scheduling items for upcoming meetings

7. ADJOURN

MOTION BY TRUSTEE HAWKINS, SECOND BY TRUSTEE CLARK TO ADJOURN THE OCTOBER 21, 2024 REGULAR MEETING OF THE STILLWATER UTILITIES AUTHORITY.

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

The October 21, 2024 regular meeting of the Stillwater Utilities Authority adjourned at 6:46 p.m.

WILLIAM H. JOYCE, CHAIR
STILLWATER UTILITIES AUTHORITY

TERESA KADAVY, SECRETARY
STILLWATER UTILITIES AUTHORITY



Budget Amendment Request

For Budget Year 2025

Department of Finance
723 S. Lewis Street/P.O. Box 1449
Stillwater, OK 74076-1449

Office: 405.372.0025
Web: stillwater.org

Date: 10/23/2024

Department: Waste Management

Requested by: Matt Faulkner

Explanation:

Revenue:
Increase revenue projections for receipt of insurance proceeds.

	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	Insurance Proceeds	9184818 - 62001		\$ 699	\$ 13,118	\$ 13,817
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
Decrease:		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 13,118

Reviewed by Department Manager: Matt Faulkner

Date: 10/23/2024

Reviewed by Finance: Ching Ching

Date: 10-23-24

Approved by CMO: _____

Date: _____

Approved by City Council: ☐ Yes ☐ No

Date: _____

Processed by Finance: _____

Date: _____

Set ID: _____

Date Sent to SA&I: _____

--Print on Yellow Paper--



Budget Amendment Request
For Budget Year 2025

Department of Finance
723 S. Lewis Street/P.O. Box 1449
Stillwater, OK 74076-1449

Office: 405.372.0025
Web: stillwater.org

Date: 10/23/2024

Department: Waste Management

Requested by: Matt Faulkner

Explanation:

Expenditures:
Appropriate funds for repair of damage to vehicle as a result of traffic accident. Repairs funded by insurance proceeds received in FY25.

	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	Repair Vehicles	9184821 - 52012		\$ 20,000	\$ 13,118	\$ 33,118
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
Decrease:		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 13,118

Reviewed by Department Manager: *Matt Faulkner*

Date: 10/23/2024

Reviewed by Finance: *Cheryl Church*

Date: 10-23-24

Approved by CMO: _____

Date: _____

Approved by City Council: ☐ Yes ☐ No

Date: _____

Processed by Finance: _____

Date: _____

Set ID: _____

Date Sent to SA&I: _____

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REPORT TO: STILLWATER UTILITIES AUTHORITY**MEETING DATE: NOVEMBER 4, 2024**

Agenda Item:	5.a. SUA-24-61
Previous/Related Action:	2023 Agreement Extension: SUA-23-56
Background/Issue:	Council approved an agreement with MMO Partners in October 2022 to provide federal advocacy services for the Stillwater Utilities Authority in the amount of \$79,200. The purpose of the advocacy services is to secure federal funding for water infrastructure projects, including but not limited to: • Kaw Lake Raw Water Pipeline • End Point Raw Water Storage • Water Treatment Plant • Water Distribution System The contract was extended in November 2023 for an additional year and the current contract expires in November 2024.
Proposal/Solution:	The advocacy efforts of MMO Partners has had a positive impact on federal funding made available to Stillwater for water projects. For this reason, staff recommends renewal of the agreement for an additional one-year term.
Financial Source/Impact:	Funds are available for appropriation in the Water Fund for these services.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT #2 MOTIVATED MANAGEMENT
Recommended Action/Motion:	Motion to approve extension agreement #2 with MMO Partners for federal advocacy services in the amount of \$79,200, approve associated budget amendment and authorize the General Manager to sign related documents.
Prepared By:	Christy Cluck, Assistant City Manager/Finance Director Kyriakos Pagonis
Reviewed By:	Christy Cluck Teresa Kadavy
Submitted By:	Brady Moore, Interim General Manager

Attachments

1. MMO Partners Extension Agreement #2 (11.8.2024 - 11.7.2025)
2. Budget Amendment
3. MMO Partners Presentation

EXTENSION AGREEMENT # 2
PROFESSIONAL FEDERAL LOBBYIST SERVICES

THIS EXTENSION AGREEMENT is made and entered into on this 4TH day of November, 2024 by and between Stillwater Utilities Authority (SUA) and HROD, Inc., d/b/a MMO Partners (MMO).

WITNESSETH

WHEREAS, SUA and MMO entered into a written Agreement for Professional Federal Lobbyist Services on or about the 7th day of November, 2022; and

WHEREAS, Paragraph 3 of said Agreement provides that term of the Agreement may be extended by agreement of the parties;

WHEREAS, the parties extended this Agreement pursuant to Extension Agreement dated November 6, 2023 for an additional one-year term; and

WHEREAS, the parties intend to extend the Agreement for an additional one-year term;

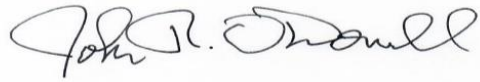
NOW, THEREFORE, IN CONSIDERATION OF THE FOREGOING AND THE MUTUAL COVENANTS AND AGREEMENTS HEREINAFTER SET FORTH, THE PARTIES AGREE:

1. Term of Agreement. The term of the Agreement shall be extended for an additional one-year term beginning November 8, 2024 and ending on November 7, 2025.

2. Effect of Contract Provisions. All provisions contained within the Agreement dated November 7, 2022 shall remain in full force and effect during the extension period and shall be binding on the parties hereto.

IN WITNESS WHEREOF, the parties have caused this agreement to be fully executed in duplicate, each copy of which shall constitute an original.

HROD, Inc. d/b/a MMO PARTNERS

A handwritten signature in black ink, reading "John R. O'Donnell". The signature is written in a cursive style with a large, stylized "J" and "O".

Name: John O'Donnell
Title: Managing Partners

STILLWATER UTILITIES AUTHORITY

William H. Joyce, Chair



Budget Amendment Request

For Budget Year 2025

Department of Finance
723 S. Lewis Street/P.O. Box 1449
Stillwater, OK 74076-1449
Office: 405.372.0025
Web: stillwater.org

Date: 10/22/2024

Department: City Manager's Office

Requested by: Christy Cluck

Explanation:

Expenditures:
Appropriate funds for contract extension with MIMO Partners for federal advocacy services. Project funded from the Water Fund.

Account Name	Account Number (xxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Contract for Services	9121110 - 53064		\$ 26,400	\$ 79,200	\$ 105,600
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

Net Change: (will usually result in a total increase or decrease)

\$ 79,200

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance: *Christy Cluck*

Date: *10-22-2024*

Approved by CMO: _____

Date: _____

Approved by City Council: _____

Date: _____

Processed by Finance: _____

Date: _____

Set ID: _____

Date Sent to S&A: _____

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Federal Program Regional Water System 2024 Review and 2025 Plan

MMO Partners

Kyriakos Pagonis & Charles Thomas

November 4, 2025

2024 Federal Program Highlights

- Scheduled Federal Agency and Congressional meetings, in-person/virtual including:
 - FEMA
 - Corps of Engineers (USACE)
 - Senator Mullin, Senator Lankford, and Congressman Lucas
- \$850,000 included in FY 25 House Interior Appropriations bill
 - \$850,000 included in House FY25 Interior Bill by Rep. Lucas and requested by Sen. Mullin
- \$30 million *authorization* included in Water Resource Development Act (WRDA)
 - Included in both House and Senate WRDA bills

2024 Federal Program Highlights

- City of Stillwater FEMA BRIC Project Development
 - Monthly and bi-weekly meetings with FEMA Region 6 and State
 - Site visit with BRIC Direct Technical Assistance (DTA) program staff.
- Other Eligible Grant Opportunities
 - Bureau of Reclamation (BOR) WaterSMART Program
 - FY2023 EDA Public Works and Economic Adjustment Assistance Programs

2025/FY 26 Scope

- Continue to work with City and FEMA
 - FY 24 FEMA BRIC Application
 - Awaiting opening of application cycle.
- Finalize FY 25 Appropriations and WRDA
- Develop FY 26 Appropriations Request
- Continue Congressional/Federal Agency outreach
- Monitor and work with City to identify FY25 grant opportunities

Questions?