



Together, Investing in Municipal Excellence

CITY COUNCIL MEETING AGENDA

JANUARY 27, 2025

723 S. Lewis Street, Room 1122 B

Stillwater, OK 74074

5:30 PM

Mayor Will Joyce, Vice Mayor Amy Dzialowski, Councilors Kevin Clark, Christie Hawkins,
& Tim Hardin

1. Call Meeting to Order
2. Pledge of Allegiance
3. Consent Docket

Items listed on the consent docket are routine administrative matters that may be approved without discussion. The Council will take action on these items collectively with a single vote. The requested City Council action is indicated for each item listed. Should a Councilor 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 Councilor or the City Manager may simply ask the Mayor to remove an item from the consent docket prior to action by the City Council and no action will be taken on the removed item at this meeting.

a.	Approve January 13, 2025 regular and executive session meeting minutes	
b.	Acceptance of the quarterly report from the Stillwater History Musuem.	
c.	Approve City Attorney Employment Agreement	
d.	Approve Tiny Paws Kitten Rescue, Inc. Lease & Operating Agreement	Barbara Bliss
e.	Approve budget amendments reflecting increase of revenue projections for receipt of insurance proceeds.	Christy Cluck
f.	Approve Legal Services Agreement for Bond Counsel for the proposed general obligation bond proposition to be voted on at	Christy Cluck

	an election to be held on April 1, 2025.		
g.	Approve Conveyance and Assignment of Sewer Line Rights and Responsibilities Agreement between the City of Stillwater and Stillwater Medical Center Authority in connection with Stillwater Medical Center Authority expansion and improvements.	CC-25-15	Josh Brown
h.	Approve expenditures for Fire Station #2 for fiber line installation, furniture, fixture & equipment (FF&E) and contingency for \$225,000; and approve the associated budget amendment.	CC-25-16	Candy Staring
i.	Award a work order-based contract to Rudy Construction Co. for up to \$750,000 related to Full Depth Repair for various city streets (Bid No. 47-2024); authorize City Manager's execution of the contract and related documents; authorize total construction expenditures of \$800,000 which includes construction contract, testing and contingency; and approve a budget amendment in the amount of \$250,788 from the Transportation Sales Tax Fund.	CC-25-17	Bill Millis

4. 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 Council 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.

5. 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 City Council. The City Council 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.

6. Public Hearings

The Council will hear public comments, discuss, and take action including a vote or series of votes on each item listed as presented or as amended by the City Council unless the agenda entry specifically states that no action will be taken.

a.	Receive public comment regarding a request from City of Stillwater and Stillwater Regional Airport for a Map Amendment to rezone from IL (Light Industrial) to P (Public) a portion of the property addressed as 2020 W. Airport Road, said area is	CC-25-18	Josh Brown
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	also referred to as 3111 N. Hargis Road.		
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7. General Orders

The City Council 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 City Council 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 City Council.

a.	Approve the professional services contract with BerryDunn for ERP Consulting Services; approve budget amendments appropriating funds totaling \$260,000; and authorize the City Manager to sign related contract documents.	CC-25-19	Brad Stewart
b.	Presentation for the Proposed New Animal Welfare Facility (no action will be taken on this item)		Dawn Dodson

8. Resolutions

The City Council will hear a staff presentation, discuss, and take action including a vote or series of votes on each resolution listed as presented or as amended or revised by the City Council.

a.	RESOLUTION NO. CC-2025-3: A RESOLUTION AUTHORIZING THE CALLING AND HOLDING OF AN ELECTION IN THE CITY OF STILLWATER, STATE OF OKLAHOMA, FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED QUALIFIED ELECTORS OF SAID CITY THE QUESTION OF THE ISSUANCE OF THE BONDS OF SAID CITY IN THE SUM OF EIGHT MILLION SEVEN HUNDRED FIFTY THOUSAND DOLLARS (\$8,750,000) TO PROVIDE FUNDS FOR THE PURPOSE OF CONSTRUCTING, FURNISHING AND EQUIPPING A NEW ANIMAL WELFARE FACILITY AND LEVYING AND COLLECTING AN ANNUAL TAX, IN ADDITION TO ALL OTHER TAXES, UPON ALL THE TAXABLE PROPERTY IN SAID CITY FOR THE PAYMENT OF PRINCIPAL AND INTEREST ON SAID BONDS.
b.	RESOLUTION NO. CC-2025-4: A RESOLUTION NOTIFYING THE PUBLIC OF THE COMPILING AND PUBLISHING OF THE CODE SUPPLEMENT NO. 11 TO THE CODE OF THE CITY OF STILLWATER, OKLAHOMA.

9. Ordinances

The City Council will hear a staff presentation, discuss, and take action including a vote or series of votes on each ordinance listed as presented or as amended or revised by the City Council.

First Read

a.	ORDINANCE NO. 3554: AN ORDINANCE REZONING A TRACT OF LAND CONTAINING APPROXIMATELY 6.8 ACRES, LOCATED AT 2020 W. AIRPORT ROAD, AREA REFERRED TO AS 3111 N. HARGIS ROAD, FROM LIGHT INDUSTRIAL (IL) TO PUBLIC (P).
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Second Read

a.	ORDINANCE NO. 3552: AN ORDINANCE REZONING A TRACT OF LAND LOCATED AT 701 W. HIGHPOINT DRIVE FROM MULTI-FAMILY INTERMEDIATE (RMI) AND COMMERCIAL GENERAL (CG) TO COMMERCIAL BUSINESS (CB).
b.	ORDINANCE NO. 3553: AN ORDINANCE REZONING A TRACT OF LAND LOCATED AT 3118 - 3124 E. 4TH AVENUE FROM SMALL LOT SINGLE-FAMILY RESIDENTIAL (RSS) TO TWO-FAMILY AND MULTI-FAMILY (RTM).

10. Appointments

a.	Audit Committee Appointments
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11. Reports from Officers and Boards

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

a.	Miscellaneous items from the City Attorney
b.	Miscellaneous items from the City Manager
c.	Miscellaneous items from the City Council

12. Questions and Inquiries

13. Adjourn

On January 24, 2025 at 9:35 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 JANUARY 10, 2025 AT 11:40 A.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
JANUARY 13, 2025**

**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. PROCLAMATIONS/PRESENTATIONS

- a. Proclamation for Stran Talley

Mayor Joyce read the proclamation honoring Stran Talley for his Civics Leadership and placing second at the State Finals of the National Civics Bee. Stran accepted the proclamation.

4. CONSENT DOCKET

- a. Approve December 16, 2024 regular meeting minutes
- b. Accept fiscal year 2024 Annual Comprehensive Financial Report, Single Audit Report, Passenger Facility Charge Program Audit Report, and Auditor Communication Letter
- c. Award a Unit Price Contract to Rudy Construction for \$1,887,172.75 related to McElroy/Manning/Hall of Fame diamond grinding and full depth repair (Bid No. 46-2024); authorize total construction expenditures of \$2,119,900 which includes construction contract, testing and contingency; approve budget amendment in the amount of \$1,255,189.00 from the Transportation Sales Tax Fund; authorize the City Manager to execute the Contract and related documents.
- d. Award a work order-based contract to Scodeller Construction, Inc. for up to \$750,000 related to Joint & Crack Sealing for various city streets (Bid No. 48-2024); authorize total construction expenditures of \$800,000 which includes construction contract, testing and contingency; and approve a budget amendment in the amount of \$300,000 from the Transportation Sales Tax Fund; and authorize the City Manager to execute the contract and related documents.
- e. Award a Unit Price Contract to Haskell Lemon Group, LLC for \$189,655.00 related to Airport T-Hangar 2 concrete apron improvements (Bid No. 51-2024); authorize total construction expenditures of \$213,621.00 which includes construction contract, testing and contingency; authorize the City Manager to execute the Contract and related documents.
- f. Approve the application of Dobson Technologies, LLC dba Dobson Fiber for a right of way Occupancy Permit as recommended by the Development Services Director pursuant to City Code Sec. 37-205(c).

- g. Approve the application of Vero Fiber Networks, LLC for a right of way Occupancy Permit as recommended by the Development Services Director pursuant to City Code Sec. 37-205 (c).
- h. Accept a general utility easement located at 28 Elmwood Drive.
- i. Approve budget amendments reflecting revenue and expenditure of sponsorship funds from Grand River Dam Authority (GRDA) totaling \$17,500 for Myers Park Playground Equipment.
- j. Approve Memo to set public hearing date for February 24, 2025 for the closing of right-of-way, requested by Independent School Dist. No.16 & Bank SNB, at 5021 N. Perkins Road as required by City Code 23-60(b).
- k. Approve correction made to Exhibit C-2 of Amendment No. 2 to CMAR Agreement with Lippert Brothers, Inc. for the Stillwater Regional Airport Terminal and Building Improvements Project.
- l. Approve Memorandum of Understanding with Stillwater Public Schools creating a payment schedule for distribution of Tax Increment Financing District #3 capital payment obligations.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS 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.

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

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

6. ITEMS REMOVED FROM CONSENT DOCKET

None.

7. PUBLIC HEARINGS

- a. Receive public comment regarding a request from Josh Wilson for Blue Sky Buds LLC, d/b/a/ BRIXX Cultivation for a Specific Use Permit to allow a medical marijuana dispensary at property addressed as 121 S. Main Street in the Commercial General (CG) district.

Associate City Planner Diana Hood stated that the applicant requests review and approval of a Specific Use Permit to operate a Medical Marijuana dispensary at the property addressed as 121 South Main Street. The applicant is requesting a specific use permit to operate a Medical Marijuana dispensary in the Commercial General (CG) zoning district. Ms. Hood reported that the applicant, Blue Sky Buds, LLC doing business as BRIXX Cultivation is currently located at 135 South Main Street so they are requesting this rezoning to move locations.

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

The Planning Commission recommended approval of this SUP request with 4-0 vote.

MOTION BY COUNCILOR HAWKINS, SECOND BY VICE MAYOR DZIALOWSKI TO ACCEPT THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE THE SPECIFIC USE PERMIT FOR THE PROPERTY LOCATED AT 121 SOUTH MAIN STREET.

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

- b. Receive public comment regarding a request from Jason Johnson for a map amendment to rezone property addressed as 701 W. Highpoint Drive from Multi-Family Intermediate (RMI) and Commercial General (CG) to Commercial Business (CB) district.

Associate City Planner Diana Hood stated that the applicant requests review and approval of a Map Amendment to rezone the property addressed as 701 West Highpoint Drive from Multi-Family Intermediate (RMI) and Commercial General (CG) to Commercial Business (CB). The rezoning request is made by the applicant to Commercial Business (CB) to allow the existing facility to be converted from apartments to condominiums for potential parking and/or commercial redevelopment. Ms. Hood reported that Commercial Business (CB) is the only zoning district that defines condos as permitted use by right.

Mayor Joyce opened the public hearing.

Stephen Gose, Gose & Associates, 113 E. 8th, spoke on behalf of the applicant.

Mayor Joyce closed the public hearing.

Planning Commission recommended approval with a 4-0 vote.

MOTION BY COUNCILOR CLARK, SECOND BY VICE MAYOR DZIALOWSKI TO ACCEPT THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE THE MAP AMENDMENT FOR THE PROPERTIES ADDRESSED AS 701 WEST HIGHPOINT DRIVE.

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

- c. Receive public comment regarding a request from Pioneer Investment Group, LLC for a map amendment to rezone property addressed as 3118-3124 E. 4th Avenue from Small Lot Single-Family (RSS) to Two-Family and Multi-Family (RTM) district.

Associate City Planner Diana Hood stated that the applicant requests review and approval of a Map Amendment to rezone the property addressed as 3118-3124 E. 4th Avenue from Small Lot Single-Family (RSS) to Two-Family and Multi-Family (RTM). The subject property is currently zoned Small Lot Single-Family (RSS) with single multifamily structure (quadplex), with frontage on East 4th Avenue and parking/access off South Mockingbird Lane. Ms. Hood reported that the applicant is requesting to rezone to Two-Family and Multi-Family (RTM) to allow for the use to add two new duplex structures north of the existing quadplex.

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

Planning Commission recommended approval with a 5-0 vote.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO ACCEPT THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE THE MAP AMENDMENT FOR THE PROPERTY ADDRESSED AS 3118-3124 EAST 4TH AVENUE.

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

8. GENERAL ORDERS

- a. Presentation and discussion on the proposed new Stillwater Animal Welfare Facility including schematic layouts, cost estimate, and community impact of a new facility.

Director of City Engineering Candy Staring gave a brief history of the site selection for the new proposed animal welfare facility. She reviewed the features and benefits of the site. Ms. Staring confirmed the placement and relocation of Hargis Road and how it will relate to the new animal welfare site and the

airport. She listed the existing facility issues and stated overall that the current facility does not meet the needs of the community. Ms. Staring presented recent price comparables to other City projects currently taking place like Fire Station #2 and the Airport Terminal Building as well as price comparables for a recent animal welfare facility that was recently built in Moore. She reported on the progress to date and discussed the major goals for the facility such as being practical, sensible, functional and purposeful along with other quality goals. Ms. Staring presented and discussed the anticipated schedule if there is a passing vote in April 2025.

Ms. Staring introduced Barrett Williamson with BLW Architects. Mr. Williamson stated that they partnered with a specialty architecture firm Animal Arts as they have designed more than 1500 shelters across the United States. He stated a needs assessment basis was done, compared existing animal housing to the improved housing and discussed the improved safety and efficiency of the new proposed animal welfare facility. Mr. Williamson reported there would be separate lobbies for adoption and surrender that will provide improved customer service. He presented and discussed the entire site plan and floorplan. Mr. Williamson discussed the construction price estimate with the total cost being \$7.2 million for a 12,200 square foot facility which would be \$590 a square foot.

Captain Royce Stephens presented the Animal Welfare Mission which is education, adoption, reunification and enforcement. He stated that they continue to meet these missions, but it is more difficult as the needs of the community grow. Despite the obstacles of the current animal welfare facility, staff continues to meet these missions. Captain Stephens stated that a new facility would mean that many of the services provided now can be enhanced and improved with this new facility. This new facility would provide space for volunteers and a healthier space for staff as well as the animals.

Ms. Staring presented the next steps in the process of getting the new proposed animal welfare facility.

Ms. Staring, Mr. Williamson and Captain Stephenson answered Council's questions.

No action was taken on this item.

Councilor Clark left the Council chambers at 6:19 p.m.

- b. Presentation, discussion, and possible action on proposed funding of the new Stillwater Animal Welfare Facility with a general obligation bond proposition at an April 1, 2025 election, including discussion of project costs, overall estimated budget, and bond terms.

Assistant City Manager and Finance Director Christy Cluck presented the overall project costs and bond scenarios. She reported that it was stated that the construction estimate is \$7.2 million but it does take much more in cost to open this type of facility. The overall project budget is \$8,750,000 which will equate to the General Obligation Bond total. This price includes construction costs, bond issuance costs, security and other utilities, design, FF&E and contingency.

Ms. Cluck introduced Chris Gander, Financial Advisor with Bank of Oklahoma. Mr. Gander explained how the General Obligation Bond process works and then presented the bond election scenarios and how a bond election would affect taxpayers.

City Attorney Kimberly Carnley stated that there is one more Council meeting in January in order to timely submit a resolution to the Election Board to call the April 1, 2025 election. She encouraged Council to give some direction to staff because when the resolution is brought back to Council on January 27, it will have to include a GO Bond amount and term.

Ms. Cluck, Mr. Gander, Ms. Staring and City Attorney Carnley answered Council's questions.

Council directed staff to proceed with the \$8.75 million with a 15-year term to bring back to the next Council meeting for consideration.

No action was taken on this item.

Councilor Clark returned to the Council meeting at 6:42 p.m.

9. RESOLUTIONS

- a. Resolution No. CC-2025-1: A resolution establishing the Stillwater Regional Airport Rates and Charges Schedule

City Attorney Kimberly Carnley stated that Stillwater Regional Airport Advisory Board is responsible for annually reviewing rates and charges at Stillwater Regional Airport. Airport Director Kellie Reed worked with a subcommittee to review rate and charges. The Board is recommending approval of the rates and charges schedule attached to this resolution. Airport Director Kellie Reed will explain what has changed.

Airport Director Kellie Reed stated that this is a simple change that is being requested, largely administrative changes. In summary, rates and charges remained unchanged except for removing fax and copy fees due to lack of use, updating lock change fees per cost of occurrence, revising the wording of the Airport Rescue and Fire Fighting (ARFF) section to include capturing Index A flights that were not previously charged to support, and revising fees associated with air carrier charter aircraft to be charged per occurrence rather than per roundtrip. Ms. Reed stated that a larger update to the Airport's Rates and Charges will be part of a broad Citywide analysis and update.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HARDIN TO ADOPT RESOLUTION NO. CC-2025-1 AS PRESENTED.

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

- b. Consider approval of Resolution CC-2025-2: A Joint Resolution of the City Council of the City of Stillwater and the Stillwater Economic Development Authority approving the Stillwater Data Center Economic Development Agreement by and among the City of Stillwater, the Stillwater Economic Development Authority, and Kipper LLC

Lisa Harden, Center for Economic Development Law, stated that there are two related items for consideration that will significantly advance economic development in Stillwater. The first item is a resolution to adopt to approve the Stillwater Data Center Economic Development Agreement, which is a collaborative effort by the City of Stillwater, SEDA and Kipper, LLC, the Company. This agreement establishes the framework for the initial first two phases of the Data Center Campus, with the potential to expand to six phases. Ms. Harden stated that under the agreement the Company will develop the first two phases of the project and related public improvements while the City has allocated specific water and wastewater capacity to support the first two phases. She stated that additionally the Company has pledged to prioritize carbon free energy sources.

Ms. Harden stated that the second item is an ordinance adopting the Stillwater Data Center Economic Development Project Plan and Incentive Agreements.

MOTION BY COUNCILOR CLARK, SECOND BY VICE MAYOR DZIALOWSKI TO ADOPT RESOLUTION NO. CC-2025-2 AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA.

NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

10. ORDINANCES

a. First Reading

Ordinance No. 3552: An ordinance rezoning a tract of land located at 701 W. Highpoint Drive from Multi-Family Intermediate (RMI) and Commercial General (CG) To Commercial Business (CB).

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR CLARK TO ADVANCE ORDINANCE NO. 3552 TO SECOND READ 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. 3553: An ordinance rezoning a tract of land located at 3118 - 3124 E. 4th Avenue from Small Lot Single-Family Residential (RSS) to Two-Family And Multi-Family (RTM).

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO ADVANCE ORDINANCE NO. 3553 TO SECOND READ AS PRESENTED.

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

b. Second Reading

Consider adoption of Ordinance No. 3546: An ordinance approving and adopting The Stillwater Data Center Economic Development Project Plan and Supporting Incentive Districts, Pursuant To The Oklahoma Local Development Act; Identifying and Establishing Six Incentive Districts; Designating and Adopting Project Area and Incentive District Boundaries; Deferring The Numerical Designations and Effective Dates for the Incentive Districts; Adopting Certain Findings; Authorizing The City Of Stillwater and The Stillwater Economic Development Authority To Carry Out and Administer The Project Plan; Ratifying And Confirming The Actions, Recommendations and Findings of The Review Committee and The Stillwater Planning Commission; Approving and Adopting A Tax Incentive Agreement; Providing For Severability; and Declaring An Emergency

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ADOPT ORDINANCE NO. 3546 AS PRESENTED.

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

MOTION BY COUNCILOR CLARK, SECOND BY VICE MAYOR DZIALOWSKI DECLARING ORDINANCE NO. 3546 AN EMERGENCY.

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

Ordinance No. 3551: An ordinance rezoning tract of land located at 1324 East 6th Avenue from Commercial General (CG) to Commercial Shopping-Planned Unit Development (CS-PUD).

MOTION BY COUNCILOR HAWKINS, SECOND BY VICE MAYOR DZIALOWSKI TO ADOPT ORDINANCE NO. 3551 AS PRESENTED.

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

11. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the City Attorney:
 - i. Request for an executive session pursuant to 25 O.S. § 307(B)(1) for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of City Manager Brady Moore.
 - ii. Request for an executive session pursuant to 25 O.S. § 307(B)(1) for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of City Attorney Kimberly Carnley.
- b. Miscellaneous items from the City Manager:
 - City Manager Brady Moore announced the good news that customers will no longer see the collection line item “PCA Storm Recovery” on their utility bills. The more than \$3.5 million community share portion from energy costs incurred in 2021 from winter Storm Uri, is now paid in full. The other half of the total \$7 million was paid through the SUA Rate Stabilization Fund. We appreciate our customers and SUA Trustees for coming together to ensure we all made it through that very tough winter crisis as safe as possible, and for resolving all related expenses.
- c. Miscellaneous items from the City Council:
 - Councilor Clark announced that due to inclement weather, the Parks and Community Resources Open House that was scheduled for last week, was rescheduled to Thursday, February 20. Please plan to attend this community meeting as staff looks forward to hearing your ideas, suggestions, and concerns about Stillwater parks, community spaces and facilities. There will be sign-ups for volunteer opportunities and educational information available. Some preliminary information collected from recent surveys will also be shared. The City wants to ensure our parks and public spaces meet the needs of our residents and families. The event will begin at 5:30 p.m., at the Stillwater Community Center, Lowry Activity Center.
 - Councilor Clark also announced for Councilor Hardin that it's that time a year again to purchase a Rural Fire Service Contract if anyone that lives outside of city limits, but within the Stillwater Fire Department's response area. For an annual fee of \$200, the contract ensures that response fees for each fire incident on a contracted property will not exceed \$2,000. Residents will still receive rural fire assistance without a contract but will be responsible for paying the full Rural Fire Service fee for any services rendered. All collected fees go toward training, rescue tools, and other fire equipment.
 - Councilor Hawkins invited residents to please join City staff this Thursday, from 5-7 p.m. at the Stillwater Community Center, for the annual “Meet Your Legislators” event. This is a great opportunity to ask questions, build relationships, and share concerns with your legislators before the legislative session begins on Monday, February 3. Many thanks to Stillwater League of Women Voters and Friends of the Stillwater Public Library for hosting the event.
 - Vice Mayor Dzialowski announced that the Stillwater Community Center will present “Dancing with Daddy” on February 7, 2025. All are invited to spend an evening of dancing, refreshments, and more. There will be two dances to choose from:
 - 1st Dance: 5:30–7 p.m.
 - 2nd Dance: 7:30–9 p.m.Cost per person is \$15. Tickets are required and must be purchased in advance.

There will be line dancing, thanks to “Tippi Toes” studio joining the events and teaching quick lessons.

- Mayor Joyce reminded residents that Stillwater Community United will have their annual unity event to commemorate the life and legacy of Dr. Martin Luther King, Jr. on Sunday, Jan. 19. The event begins at 6 p.m. at the Stillwater Community Center. Also, the annual unity march with OSU will be on Monday, Jan. 20 beginning at 1 p.m. Participants need to meet at Southern Woods Park and everyone will march to the OSU campus together and join additional commemorative events. Please also note that City offices will be closed in observance of Dr. Martin Luther King Jr. on Monday, Jan. 20. Trash, recycling and yard waste will be collected as usual.
- i. Discussion about scheduling items for future meetings.

12. QUESTIONS & INQUIRIES

None.

13. EXECUTIVE SESSION

- a. Confidential communications for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of City Manager Brady Moore.
- b. Confidential communications for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of City Attorney Kimberly Carnley.

MOTION BY MAYOR JOYCE, SECOND BY COUNCILOR CLARK TO RECESS THE STILLWATER CITY COUNCIL MEETING AT 7:00 P.M.

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

Stillwater City Council meeting recessed at 7:00 p.m. to convene Stillwater Economic Development Authority meeting.

Stillwater City Council reconvened at 7:02 p.m.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO ENTER INTO EXECUTIVE SESSION AT 7:02 P.M.

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

14. RETURN FROM EXECUTIVE SESSION

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR CLARK TO RECONVENE THE REGULAR STILLWATER CITY COUNCIL MEETING AT 8:43 P.M.

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

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

15. ADJOURN

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ADJOURN THE JANUARY 13, 2025 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 January 13, 2025 regular meeting of the Stillwater City Council adjourned at 8:43 p.m.

**WILLIAM H. JOYCE, MAYOR
STILLWATER CITY COUNCIL**

**TERESA KADAVY
CITY CLERK**

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW,
THE AGENDA WAS POSTED JANUARY 10, 2025 AT 11:40 A.M. AT
THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
EXECUTIVE SESSION
723 S. LEWIS
STILLWATER, OK 74074
JANUARY 13, 2025
7:02 P.M.**

**PRESENT: MAYOR WILLIAM H. JOYCE, VICE MAYOR AMY DZIALOWSKI,
COUNCILORS CHRISTIE HAWKINS, KEVIN CLARK AND TIM HARDIN**
ABSENT: NONE

- a. Confidential communication regarding the employment, appointment, promotion, demotion, disciplining, or resignation of City Manager Brady Moore.

Discussion was held regarding the employment, appointment, promotion, demotion, disciplining, or resignation of City Manager Brady Moore, pursuant to 25 O.S. §307 (B)(1).

- b. Confidential communication regarding the employment, appointment, promotion, demotion, disciplining, or resignation of City Attorney Kimberly Carnley.

Discussion was held regarding the employment, appointment, promotion, demotion, disciplining, or resignation of City Attorney Kimberly Carnley pursuant to 25 O.S. §307 (B)(1).

The Executive Session concluded at 8:43 p.m.

WILLIAM H. JOYCE, MAYOR

TERESA KADAVY, CITY CLERK



STILLWATER HISTORY MUSEUM AT THE SHEERAR

702 S. DUNCAN STREET STILLWATER, OKLAHOMA 74074 405-377-0359

stillwaterokhistory.org

January 9, 2024

STILLWATER MUSEUM ASSOCIATION BOARD OF TRUSTEES

OFFICERS

Jennifer Glenn
President

Karena Tyler
Vice President

Mathew Dickey
Treasurer

Nani Pybus
Secretary

MEMBERS

Laura Arata

Alton Carter

Cara Eubanks

Denise Ferrell

Diane Fix

Rebekah Spaulding

Mike Sturzenbecker

Julie Tikalsky

Ex-Officio
Brent Jones

MUSEUM STAFF

Catarina de Araújo
Executive Director

Debbie Williams
Exhibits and Programs

Polly Tacker
Felicity Dugan
OSU Student Workers

Brady Moore, City Manager
City of Stillwater
723 S Lewis
Stillwater, OK 74074

Dear Mr. Moore:

Congratulations on your appointment as City Manager. I am also newly appointed to my position, and I look forward to the opportunity to work with you in the future.

In this letter you will find the Stillwater History Museum's quarterly report for October - December 2024 and the summarized totals from previous years for comparison. I also attached our winter issue of our member's "MuseLetter" which includes our annual report.

	OCT 2024	NOV 2024	DEC 2024
Days open	24	19	15
Attendance	357	208	77
Programs	172	218	181
Auditorium uses	27	24	20
Auditorium attendance	708	694	1,029
Virtual/Outreach	82	10	11
Volunteer Hours	73	75	28
Facebook, Instagram reach	4,211, 293	6569, 478	3006, 141
Facebook, Instagram likes	1903, 1200	1903, 1208	1903, 1208
Website page views	1400	1200	773
Research inquiries	12	9	5

Totals	2024	2023	2022	2021	2020	2019
days open	124	244	242	255	202	271
museum attendance	1806	2429	2617	1461	1154	2872
programs attendance	1016	1224	1419	171	18	1166
auditorium uses	218	141	96	125	40	14
auditorium attendance	8901	4250	4614	6285	1994	7930
volunteer hours	937	916	1006	623	113	49

As you can see, our attendance numbers have remained stable over the years. Despite being open for only about half the usual number of days in 2024, our attendance exceeded the halfway mark by approximately 550 visitors. My goal for 2025 is to continue increasing our attendance to more closely align with the numbers from 2019. Additionally, I would like to highlight the significant growth in our auditorium usage this quarter and throughout the year, surpassing both 2019 and pre-COVID levels.

Looking Back

This quarter has been a busy and productive time for the museum, filled with programs and events for all ages.

A key highlight was *Museum Mysteries: Cracking Codes*, an interactive program inspired by Dick Tracy that brought generations together to explore mystery-solving techniques. We also hosted all 3rd-grade students from Richmond Elementary for our *Where Oklahoma Began* program. This two-hour class aligns with Oklahoma history standards and offers students hands-on learning about the state's history.

In November, we celebrated the museum's 50th anniversary with a brunch at the Community Center. The event brought together Stillwater residents, museum supporters, members, volunteers, and past presidents, highlighting the museum's important role in the community.

For the first time, we hosted a Holiday Event featuring musical performances by local talent ranging in age from 5 to 90 years old. This free event filled all 96 seats and was a heartwarming celebration of music and community spirit.

After recent renovations, the museum feels refreshed, with updated spaces and new exhibits that appeal to diverse interests. Highlights include displays on Stillwater Schools, local businesses, inventors, the music scene, children's toys, and *Stillwater Collects*, featuring unique collections from residents.

Behind the scenes, staff, OSU student workers, and volunteers continue to organize spaces, collections, and the database. This ongoing work is essential to preserving and sharing the history we value

Looking Ahead

With a recently renovated space filled with rich exhibits, I am excited to continue fulfilling our mission to illuminate, preserve, and celebrate Stillwater's history.

Museums are facilitators of knowledge; through education and outreach, we can inspire people from all walks of life to learn through our collections. With my K-12 and community engagement background, I look forward to offering engaging programs, tours, and class visits to K-12 audiences and college students.

Our local connections are equally vital — collaborating with the Prairie Arts Center, Stillwater Public Library, the Community Center, StillWonder, and others will allow us to serve families, adults, and senior audiences creatively. Additionally, making our collection more accessible remains a priority—whether online or by taking artifacts and programs to new locations. Recent visits to Legacy Village and Golden Oaks served as powerful reminders of how collection objects can reveal hidden stories and revive long-forgotten histories.

With a solid foundation, inspiring vision, and support from our members, board, staff, volunteers, and the City of Stillwater, the future is bright.

Sincerely

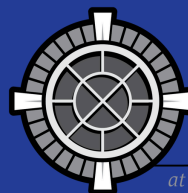


Jennifer Glenn, President
Stillwater Museum Association, Inc.



Catarina de Araújo
Executive Director

*The Stillwater Museum Association is a 501(c)(3) non-profit organization.
Please keep this letter as a record of your donation for tax purposes.*



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MUSEUM HOURS

Tuesday-Saturday
11am-5pm

Museum Closed Sundays,
Mondays & Holidays

After hours tours are available
by appointment

DONATIONS APPRECIATED

AUDITORIUM RENTALS

Call 405-377-0359 or email
info@stillwaterOKhistory.org to
schedule your event

LEARN MORE

StillwaterOKHistory.org

Follow us on FACEBOOK
and INSTAGRAM

FROM THE PRESIDENT ...

Dear Friends of the Stillwater History Museum at the Sheerar,

As the 2025 President of the Board of Trustees, I want to extend my heartfelt thanks to all who joined us in celebrating a momentous occasion—the 50th anniversary of the Stillwater History Museum at the Sheerar, which we marked at our Legacy Brunch this past November.

This anniversary is especially personal for me. I truly feel that I grew up within these walls, as my mother, Gayle Robinson, was an early board president and lifelong supporter. Some of my fondest memories are of the days spent at the museum with her, immersed in the stories of our community. As many of you know, the museum started with the button collection donated by the Mike and Molly Sheerar. I still hold dear the button Molly Sheerar gave me, framed with her handwritten note—a token of the connection that makes this museum so meaningful.

Over the years, many individuals have made this museum a welcoming place for all, offering free access to learn about and appreciate the rich history of Stillwater. The Stillwater History Museum at the Sheerar has become a vital cultural and historical hub for our community.

We are thrilled to welcome our new Executive Director, Catarina de Araujo, whose vast experience in museum operations, fundraising, and community partnerships will guide us into the future. If you haven't already, please visit our newly renovated museum space and gift shop. The exhibits offer a meaningful glimpse into our community's history, shedding light on the key elements that have shaped our community into what it is today. Thank you to Amelia Chamberlain, past Executive Director for her leadership and vision in updating the museum exhibits.

I invite you to join us as members in 2025, so we can continue providing the wonderful programming and cultural experiences that makes this museum such a vibrant destination. We are deeply grateful for your ongoing support!

Warmly,

Jennifer Glenn
Board President, Stillwater Museum Association



FROM THE DIRECTOR ...

As the year begins, I reflect with profound gratitude on stepping into the role of Director at the Stillwater History Museum. Our 50th Anniversary Celebration was a powerful reminder of how a beloved local history museum can touch so many lives. That morning, I felt immense pride in our community and deep gratitude for the inspiring and passionate individuals who have cared for our organization over the years. Taking the reins of a recently renovated museum filled with new exhibits has been a tremendous gift. While we bid farewell to Amelia, it feels more like a "see you later," as she has agreed to continue supporting our mission as a volunteer. Her dedication is a testament to the strength of our museum community.

Looking Ahead

I firmly believe that museums are not only guardians but also facilitators of knowledge. With this in mind, I am committed to making our rich collections accessible to people of all ages and backgrounds through engaging programs and community outreach. Drawing from my teaching background, I am eager to serve K-12 students and OSU audiences by offering interactive programs, guided tours, class visits, and mentoring opportunities for young researchers. At the same time, I want to strengthen our connection with the community by continuing beloved events like Cool Classics and our quarterly family days. I'm also excited to extend our reach by presenting at local organizations and institutions. Recent visits to Golden Oaks and Legacy Village reminded me of the incredible stories embedded in Stillwater's history and how collection objects can bring those stories to life. Whether at the museum, virtually, or through community visits, my mission this year is to highlight our collections and deepen our engagement with the people we serve.

With the support of our loyal members, resourceful board, hard-working staff, devoted volunteers, the City of Stillwater, and local businesses, the future of the Stillwater History Museum is bright. Together, we will continue to illuminate, preserve, and celebrate the rich history of our community.

Cheers!

Cat de Araujo



50th Anniversary



ACKNOWLEDGEMENTS

EVENT SPONSORS

Legacy Level - \$1,500

Vickie Sturgeon (2)

Friend Level | \$500

Jennifer & Allen Glenn (2)

Kent & Barbara Houck

Gladeen Allred

Silent Auction

Prairie Arts Center

Art on 6th

Furniture Showcase

Red Earth Yoga

Elizabeth's

Champagne Sponsor

John & Lynn Franzmann

Program Volunteers

Ann Houston

Billy McCollom

Brent Jones

Musician

Jessica Borth

ANNUAL REPORT

2024 FINANCIAL OVERVIEW

Income

Contributions	\$ 27,516
Earned Income	\$ 16,683
Grants and Contracts	\$ 46,161
City of Stillwater	\$ 30,000
Fundraisers	\$ 21,567

\$141,927

Expense

Administration	\$ 71,506
Building Maintenance, Utilities	\$ 65,512
Collections, Programs, Exhibits	\$ 4,565
Grant Funded Expense	\$ 32,390

\$ 173,973

2024 ARTIFACT DONATIONS

- Ashtray from "Skeens Cafeteria"
- Early 1970s screen printed poster advertising the services available from "Multigraphis" Art Center.
- 1962 combat boots from Jim Solick
- 1950s bride doll
- Several documents related to Captain David L. Payne Camp in Stillwater
- Framed picture of Orval Ralph Blossom, Stillwater National Bank savings bank, baby rattle
- A WWII peacoat worn by Richard Heath
- Cherokee Strip Land Run section marker
- 1974 Sheerar Culture and Heritage Center ledger
- Life size cut out of Garth Brooks
- Four Edison Cylinder Record inside cardboard tubes
- C. Whitecomb rootmaker pots and related items
- Kicker contender series truck speaker
- Pente related items and Hideaway menu
- 1950s vaporizer and baby doll crib
- Northside cleaners advertising
- Marilyn Heath's satin ivory wedding dress
- 8X10 glass plate negative of a woman
- 1956 Oak Grove School history booklet
- Items belonging to Pat Ferry Allstate agent, including 1930s airmail envelopes, OSU postcards, and other

CORPORATE SPONSORS

2025



2024-2025 Community Partners
City of Stillwater
Faye Allene Rife Brown Foundation

Corporate Sponsorships include recognition on our website, newsletters, Wall of Honor, and access to our quarterly *MUSE*letter. Help us fulfill our mission and make history together –become a 2025 sponsor today!

2024

PLATINUM \$2,500

GOLD \$1,000



SILVER \$500



BRONZE \$250



2025 ASSOCIATES THANK YOU!

Associate membership is for the calendar year. Renewals made between October and December 2024 were considered for 2025.

2025

AMBASSADOR

(\$5,000+)

Debbie & Robert Breedlove*

FELLOW

(\$2,500-\$4,999)

Beth & Robert Nelson

PATRON

(\$1,000-\$2,499)

Gladeen Allred*

Patty & Steve Armbruster*

Ken & Nelda Helt

ENTHUSIAST

(\$500-\$999)

Rodette & Rick Green

Judy Hull*

Ellen & Dale Ingram

Velda & Michael Lorenz

Connie Stauter

Dolores & Keith Willett

DONOR

(\$250-\$499)

Steve Cundiff*

Kay Keys

Kay & Ray Smith

Peggy Yarborough - *In*

memory of Gayle Robinson

Tabitha Doescher & Joshua

Wiener

NARM

(\$120-\$249)

Ray & Linda Ely

Mette Flynt

Nancy & Gary Franklin

Judy & Larry Hoberock

Nancy & Lewis

Johnson

Evelyn Quillen & Phil

Kenkel

Ann Houston & Billy

McCollum

Carol Ann Powell*

Christy Ray

Vickie Sturgeon

Judy White

FRIEND

(\$119 and below)

Bonita Warren*

Martha McElroy

NARM level and higher receive:

- A Membership card with a NARM sticker good for free admission to select museums across North America.
- A copy of the Payne County Historical Committee's publication, the *Historical Review*, as issues are published.

North
American
Reciprocal

2024

AMBASSADOR

Debbie & Robert Breedlove*

Kathy and Pat Dorr

Vickie Sturgeon

PATRON

Gladeen Allred*

Patty and Steve Armbruster*

Barbara Dunn

Nelda and Kenneth Helt Ava

and Lynn Osborn Annette and

Jimmy Shamas

Shamas Family Foundation

ENTHUSIAST

Sally Banks

Roger Gose

Rodette and Rick Green

Joan Hert

Judy Hull

Ellen and Dale Ingram

Caroline and John Linehan

John Pollock

Connie Stauter

Dolores and Keith Willett

DONOR

Linda and Calvin Anthony

Judi Baker

Nancy and Jim Beckstrom

Ann and Jim Berry

Lee and Amelia Chamberlain

Jane and Gary Clark Ann

Simma and Dick Decker

Kayla and Matthew Dickey

Malinda and Dick Fischer*

Karen Gallagher and Bob

McCracken

Elizabeth Anne Matoy*

Jan and Eddie Polk

Robert Robinson

Karen and Manny Rogers

Leanita Shelby

Tim Smalley -- *in memory of*
Frances

Kay and Ray Smith

Leesa & Michael Staubus

Bill Thompson in memory of Cat*

Karena Tyler

Judie Varnum

Judy White

Tabitha Doescher and Joshua

Wiener

NARM

Barbara & Larry Bellatti

Linda Bentley

Loretta and Dennis

Bertholf

Nan and Baker Bokorney

Cindy and Stephen Carr

Kay Cheaney

Beverly and Kevin Collin

Jonathan Drummond

Nancy and Dale Durham

Jane and Sam Earnest

Linda and Ray Ely

Cara Eubanks

Denise & Danny Ferrell

Gerald Frank

Jennifer and Allen Glenn

Frances K. Griffin

Ann Halligan

Lynda Hillier

Judy & Larry Hoberock

Chris and Gerald Horn

James Horn*

Sandra and Tim Ireland

Darian Johnson

Nancy and Lewis

Johnson

Kayo and Larry Jones

Kay Keys

Amy Loch

Phyllis Luebke

Carol & Robert Maciula

Martha and Roger McMillian

Carolyn Meyer and Kel Pickens

Sue Bonner and John Mills

Charles Moore

Edward Noltensmeyer and

Carolyn Gang

David Peters*

Carol Ann Powell*

Nani Pybus*

Judy Ringwall

James Showalter*

Carol A Solick

Rebekah Spaulding

Ron Walker

Grace and Bob

Wettemann

Debbie and Jeff Williams

Mike and Mary Woods

FRIEND

Laura Arata

Bobbie Aupperle

Breanna and Aaron Carlson

Bob Chapman

Cathy and Dale Chlouber*

Ann Enix

Nancy and Gary Franklin

Perry Gethner Susie Glasscock

Patricia Jaynes

Karen and Ulrich Melcher

Roger and Tara Moore

Betty and Al Rutledge

Jackson Seeberg

Cynthia and Dick Shawley

Susan and Bob Streeter

Rebecca te Velde

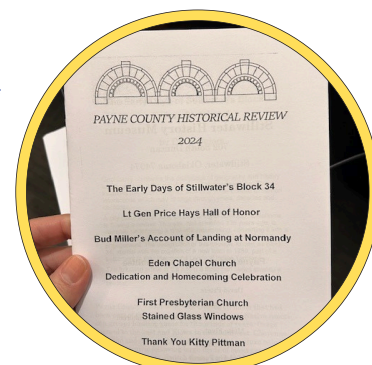
Gayle and Pat Ward*

Christopher Weimer

PCHS LIFE MEMBERS

*PCHS members who are also Stillwater History Museum members are listed under museum memberships with an **

Karl Baumgartner, Tom D. Berry, Bill and Mary Bryans, Rena Carrier, Dewey Clapp, Steve Cundiff, Art Daugherty, Alex Evers, John Charles Gage, John J. Gardiner, Kenneth Greiner, Patti D. Harris, Violet June Harris, Jana Howell, Stan & Sandra Kays, Daniel & Lori Kimball, David Lambert, Glynn & Sandy McCauley, Maverick Gas, Stan Tucker, Michael McDermott, Roger Moore, Greg Olds, Vicki and John Phillips, Kitty Pittman, Shelly Ricker, W. David Sasser, Rusty & Peggy Shaw, (Mary) Adran Wagner, Barbara Wells and Harland Wells.



2024 IN REVIEW

This year has been filled with vibrant programs and memorable events that brought people together to celebrate Stillwater's history and culture. We unveiled refreshed spaces, creating a more welcoming environment for our guests. Family programs such as Heritage Day, Cultural Confections, and Museum Mysteries offered interactive opportunities for families to explore history together. Our Let's Talk About It reading program embraced a baseball theme, connecting literature with the sport's rich history. The Musical Odyssey concerts took audiences through the sounds of the 1920s, 1940s, and 1960s. We also celebrated the Museum's 50th anniversary with a milestone event that brought us immense pride and excitement for the future. We closed the year on a festive note with our first Holiday Variety Show, featuring musical performers from all walks of life, ranging from elementary students to retirees. Each of these programs reflected our commitment to our mission and fostering connections with the community.



Heritage Day



Cultural Confections



Museum Mysteries



1940s Musical Odyssey



Richmond Elementary - 3rd Grade Students



Early Education OSU students



Holiday Program
Stillwater Gospel Singers



Holiday Program, Mrs. Cooper
and Mrs. Shamas Studio



Save the Date



Valentines Day Reception

Friday, February 14
4:00 - 6:00pm

Featuring vintage valentines collection from the 1920s and 30s in our *Stillwater Collects* display.

STILLWATER MUSEUM ASSOCIATION



702 S. Duncan Street
Stillwater, OK 74074
405-377-0359
info@sheerarmuseum.org
StillwaterOKHistory.org

VOLUNTEERS

Patty Armbruster

Ashley Barber

Terry Berry

Wanda Cook

Jan Courtwright

DAR

(Daughters of the
American Revolution)

Ra'Shawn Gribben

"Into the Streets"

Sarah Parrack

Kitty Pittman

Judy Ringwall

Amber Seward

Judy White

City of stillwater

Chamber of Commerce



GRANT FUNDING

OK Historical Society
OK Humanities LTAI!
OK Arts Council ARPA
Stillwater Community Foundation
Kirschner Foundation
Walmart

2025 Board

Jennifer Glenn

Matthew Dickey

Denise Ferrell

Nani Pybus

Rebecca Spaulding

Michal Sturzenbecker

Julie Tikalsky

Diane Fix

Alton Carter

Karena Tyler

Laura Arata
Brent Jones (ex-officio)
Cara Eubanks

STAFF

Catarina de Araujo
Debbie Williams

WORK-STUDY

Felicity Dugan
Polly Tacker

EMPLOYMENT AGREEMENT

This Employment Agreement (the “Agreement”) is made and entered into on this 27th day of January, 2025, by and between the City of Stillwater, an Oklahoma Municipal Corporation (the “City”), and Kimberly Carnley (“Carnley”). For adequate consideration, of which both the parties agree is sufficient, the parties agree as follows:

ARTICLE I **DUTIES**

1.1 The City hereby agrees to employ Carnley as the City Attorney for the City of Stillwater, Oklahoma.

1.2 Carnley shall perform all relevant functions and duties specified under Title 11 of the Oklahoma Statutes, the City Charter, the City Code of Ordinances, and the City Attorney Job Description attached hereto as Exhibit “A,” all as may be amended from time to time.

1.3 Carnley shall perform all other legally permissible and proper duties as the Council may assign with particular reference to various public trusts of which the City is a beneficiary, or to inter-governmental organizations in which the City may participate.

1.4 Carnley shall not be entitled to any additional compensation by reason of any services that she may perform with regard to Section 1.3.

ARTICLE II **TERM OF AGREEMENT**

2.1 Carnley shall begin the performance of her duties on January 31, 2025 (the “Start Date”).

2.2 This Agreement shall remain in effect for a period of three (3) years from the Start Date. The City Council of the City of Stillwater (the “Council”) will make all reasonable efforts to ensure that this Agreement shall remain in effect for the term specified unless modified by mutual consent of the parties or unless terminated as herein provided. If the Council elects not to renew this Agreement for an additional term, notice shall be given at least six (6) months before the termination of this Agreement.

2.3 For purposes of complying with the debt-limiting provisions of the Oklahoma Constitution, the City acknowledges that it has appropriated and encumbered sufficient funds to satisfy the financial provisions of this Agreement for fiscal year 2024. Carnley's salary and benefits for fiscal years 2025, 2026, and 2027 are on a year-to-year basis subject to annual appropriation.

ARTICLE III **SALARY AND RETIREMENT**

3.1 The City shall pay Carnley a base salary of \$200,000.00.

3.2 Carnley shall be paid in bi-weekly installments at the same time that general City employees are paid.

3.3 Any reduction in Carnley's salary shall be commensurate with the percentage of adjustment afforded to other non-union employees.

3.4 Carnley shall be entitled to participate in the City's 401(K) Plan. Carnley's participation shall be in accordance with all retirement plan documents.

ARTICLE IV **TERMINATION AND SEVERANCE**

4.1 The City Council has the right to terminate the services of Carnley at any time so long as she is functioning as the City Attorney. Although Carnley acknowledges that she is an employee at will under established Oklahoma law, a severance agreement is appropriate and in the best interest of both parties.

4.2 In the event the City Council terminates Carnley's employment while acting in her capacity as City Attorney, for any reason not amounting to affirmative misconduct, malfeasance in office, conviction or plea of guilty or *nolo contendere* for a crime involving moral turpitude, or the physical inability to perform the duties of office, the City shall give a severance benefit of six (6) months.

4.3 In the event of termination, the City shall also pay to Carnley, in a lump sum, the City's portion of the medical and dental insurance, for the duration of the severance period as set forth above, plus accrued vacation and sick leave in accordance with City policies. Severance pay shall be paid in an amount owed, minus applicable federal and state deductions and payroll taxes.

4.4 For the purposes of complying with the severance provisions of this Agreement, appropriations held as unencumbered fund balances in any fund of the City of Stillwater or the Stillwater Utilities Authority shall be deemed to be available and authorized for transfer to the appropriate salary and benefit expenditure accounts to insure fulfillment of this provision of the Agreement.

4.5 In the event that Carnley voluntarily resigns her position with the City without inducement as set forth in this Article, then Carnley shall not be entitled to severance pay and benefits. In the event of voluntary resignation, Carnley shall give the City not less than thirty (30) days written notice.

ARTICLE V

PERFORMANCE REVIEWS AND MERIT CONSIDERATION

5.1 The Mayor and the City Council will conduct an informal performance review six (6) months after Carnley's Start Date, with subsequent annual reviews on or before the anniversary date of this Agreement.

5.2 Merit consideration for salary increases will be provided at least once each year or more often if the City Council desires to do so. Salary increases, if given, will be based upon satisfactory or better performance during each year of employment in accordance with criteria jointly developed by the City Council and Carnley. Merit consideration may be in the form of increases in base salary or bonuses.

ARTICLE VI

PAID LEAVES AND APPOINTMENT OF ACTING CITY ATTORNEY

6.1 Carnley shall be entitled to sick leave, vacation, paid holidays, funeral leave and military leave as established in the Code of Ordinances, the Employee Manual, and City policies and procedures. The accrual, use, and maximum accumulation of such leaves shall be on the same basis as any regular, full-time non-union employee with ten (10) years of service. After fifteen (15) total years of employment with the City of Stillwater, Carnley will be entitled to move to the next level of leave as set forth in the Employee Manual.

6.2 Carnley shall always designate an Acting City Attorney to serve in her absence.

ARTICLE VII

OUTSIDE EMPLOYMENT

7.1 Carnley agrees to be in the exclusive employment of the City until this Agreement is terminated.

7.2 The provisions of this Article shall not preclude occasional teaching or consulting with organizations such as the Oklahoma Municipal League (“OML”) and the Oklahoma Association of Municipal Attorneys (“OAMA”).

ARTICLE VIII

INSURANCE

8.1 The City shall provide Carnley with the same group term life, health, vision, dental, and disability insurance coverage as regular non-union employees.

8.2 Carnley shall pay the same premiums and contributions as other regular non-union employees in accordance with the selected plans.

ARTICLE IX

PROFESSIONAL DUES, SUBSCRIPTIONS AND TRAINING

9.1 The City shall pay the professional dues and subscriptions for Carnley as necessary for her full participation in OAMA and the International Municipal Lawyers Association (“IMLA”). The Council will, as part of the budgetary process, consider participation in other organizations as may be desirable for Carnley’s professional growth and advancement, and for the good of the City.

9.2 The City shall pay Carnley to travel to meetings, short courses, institutes, and seminars as needed to continue her professional development, or which expenses are necessary to attend official functions on behalf of the City. Such occasions may include events sponsored by OAMA, IMLA, OML, and the Oklahoma Bar Association.

ARTICLE X

TRANSPORTATION AND TECHNOLOGY

10.1 Carnley will use her personal vehicle in the performance of her duties. When she is required to use her personal vehicle, the City will reimburse her according to the IRS standard mileage rates for the current tax year.

10.2 Because of Carnley's need to facilitate communication in the furtherance of City business, it is desirable to make arrangements for phone service and related technology. As such, the City shall pay Carnley a monthly allowance of \$50.00 for wireless phone service. Carnley shall be responsible for securing appropriate and necessary technology and phone and internet service.

ARTICLE XI

LICENSURE TO PRACTICE LAW AND INDEMNIFICATION

11.1 Carnley warrants and agrees that she is licensed to practice law in the State of Oklahoma and is in good standing with the Oklahoma Bar Association. Carnley agrees that she must maintain her license to practice and remain in good standing throughout the term of this Agreement and as a condition of her employment. Should Carnley cease to be authorized to practice law in Oklahoma or cease to be in good standing with the Bar Association, this Agreement will terminate immediately.

11.2 To the maximum extent permitted by law, the City agrees to defend, indemnify, and hold Carnley harmless against any and all claims, demands, suits, actions or proceedings of any kind or nature, including reasonable attorney's fees, arising out of the good faith performance of her duties and responsibilities as City Attorney.

ARTICLE XII

NOTICES

12.1 Any notices pursuant to this Agreement shall be given by e-mail to at Kimberly.carnley@stillwaterok.gov or by personal service.

12.2 Any notices pursuant to this Agreement shall be given by e-mail to mayor@stillwaterok.gov or by personal service, to the attention of the Mayor, at the Office of the City Clerk.

ARTICLE XIII

GENERAL PROVISIONS

13.1 This document constitutes the entire agreement between the parties and may not be modified except in writing and executed by the parties to be bound thereby. If any provisions, articles, or sections of this Agreement shall be found invalid or

unenforceable for any reason, such finding shall not impair the remainder of the Agreement. All provisions are considered severable.

13.2 Carnley specifically represents that she has sought such independent consultation and representation with respect to this Agreement prior to its execution. Carnley fully understands all the terms and conditions herein and that no member of the City Council, no employee of the City, or Special Counsel have functioned as an agent or advisor of Carnley prior to execution of this Agreement.

13.3 This Agreement has been executed in Payne County, Oklahoma, and virtually all of the performance of this Agreement shall be performed throughout the State of Oklahoma. Therefore, all suits and special proceedings hereunder shall be constructed under and pursuant to the laws of the State of Oklahoma, which laws shall apply and govern any such actions or special proceedings brought, or in connection with or because of this Agreement, to the exclusion of the law in any other form.

DATED THIS 27th day of January, 2025

Kimberly Carnley

Mayor William H. Joyce

Attest:

City Clerk

**TINY PAWS KITTEN RESCUE, INC.
LEASE AND OPERATING AGREEMENT**

THIS LEASE AND OPERATING AGREEMENT, entered into this 27th day of January, 2025 is by and between the City of Stillwater, a municipal corporation, and Tiny Paws Kitten Rescue, Inc., a not-for-profit corporation.

WITNESSETH:

WHEREAS, the City of Stillwater ("Stillwater") is a municipal corporation established under the constitution and laws of the State of Oklahoma; and

WHEREAS, Tiny Paws Kitten Rescue, Inc., ("Tiny Paws") is a not-for-profit corporation organized under the laws of the State of Oklahoma; and

WHEREAS, Stillwater provides animal control services within its corporate limits and operates an Animal Welfare Facility; and

WHEREAS, Stillwater's Animal Welfare Facility is not adequately equipped to provide care to newborn and small kittens and refers these cases to Tiny Paws because their facilities and operations meet this important community need; and

WHEREAS, Tiny Paws "rescues" newborn and small kittens to provide, nurture, and care for such animals, and successfully places them for adoption with suitable owners; and

WHEREAS, Stillwater is the record owner of a building and premises located at 901 South Lowry Street, Stillwater, Oklahoma; and

WHEREAS, Stillwater agrees to lease said building and premises to Tiny Paws for the express and limited purpose of operating its kitten rescue operations; and

WHEREAS, Tiny Paws agrees to lease this building for said express and limited purpose; and

WHEREAS, Stillwater and Tiny Paws recognize the need for newborn and small kitten care and adoption placement services in the community; and

WHEREAS, such activities benefit the residents of the City of Stillwater;

NOW, THEREFORE, IN CONSIDERATION OF THE FOREGOING AND THE MUTUAL COVENANTS AND AGREEMENTS HEREINAFTER SET FORTH, THE CITY OF STILLWATER AND TINY PAWS KITTEN RESCUE, INC., DO HEREBY AGREE AS FOLLOWS:

1. **Leased Premises:** Stillwater, in consideration of the covenants and promises herein contained, does hereby lease to Tiny Paws the following described building and premises situated in the County of Payne, State of Oklahoma, to-wit:

The West 150' of Block 2, Lowry's Second Addition to the City of Stillwater, Payne County Oklahoma, less and except a tract beginning at the SW/corner of Lot 2, thence N 80', E 90', S 80', W 90' to POB, also known as 901 South Lowry Street.

2. **Use of Leased Premises:** Said premises and building are leased to Tiny Paws for the express and limited purpose of operating a kitten rescue operation and appurtenant functions, including, but not limited to, housing and adoptive services and administrative offices.
3. **Operations:** Tiny Paws shall, during the term of this agreement, operate the Tiny Paws Kitten Rescue to provide for newborn and small kitten care and adoption placement services in the City of Stillwater, including the referral of Stillwater Animal Welfare cases for newborn and small kitten care and placement.
4. **City of Stillwater Contribution:** Beginning July 1, 2025, and subject to annual appropriation of funds, Stillwater shall pay to Tiny Paws an annual payment in the sum of Eighteen Thousand Dollars (\$18,000) for operation of the Tiny Paws Kitten Rescue facilities and operations under this agreement. Annual payment will be made to Tiny Paws Kitten Rescue, Inc. by July 31 for subsequent years during the term of this Agreement.
5. **Term:** This Lease and Operating Agreement shall commence on January 27, 2025 and expire on June 30, 2029. The parties may by mutual agreement elect to extend the term of this Agreement for an additional five (5) year term, provided Tiny Paws and Stillwater execute a written Extension Agreement signed by both parties prior to the expiration of initial term of this Agreement.
6. **Rent; Security Deposit:** Tiny Paws shall pay to Stillwater during the term of this lease agreement the sum of One Dollar (\$1.00) per year as rent for the leased building and premises. Said rent shall be due on the first day of February 2025, and on January 1, of each succeeding year during the term of this agreement or any extension thereof. Tiny Paws shall not be required to post a security deposit.
7. **Building Condition; Alterations, Improvements, Maintenance, and Repairs:** Stillwater leases the Leased Premises to Tiny Paws in "as is" condition and makes no representation nor warranty as to its suitability or habitability for any purpose. Tiny Paws may make permanent alterations and/or additions to the Leased Premises provided it first obtains written consent from Stillwater to make any such change(s). Tiny Paws shall be solely responsible for the cost of any such permanent alteration and/or addition to the Leased Premises. Any permanent alteration and/or addition to the Leased Premises shall be constructed in accordance with applicable City of Stillwater building codes and/or regulations. Any permanent alteration and/or addition made to the Leased

Premises shall remain with the premises upon expiration of this Agreement and shall become the property of Stillwater. Tiny Paws shall have the right to place and install personal property, trade fixtures, equipment and other temporary installations in and upon the Leased Premises and fasten the same thereto. All such personal property, equipment, machinery, trade fixtures and temporary installations, whether acquired by Tiny Paws at the commencement of this Agreement or placed or installed in or upon the Leased Premises by Tiny Paws thereafter, shall remain Tiny Paws' property free and clear of any claim of ownership by Stillwater. Stillwater shall have the right to require Tiny Paws to remove the same at any time during the term of this Agreement and Tiny Paws shall repair, at Tiny Paw's expense, all damage to the Leased Premises caused by any such removal. Unless otherwise provided herein, the cost of all repairs to the Leased Premises shall be borne exclusively by Tiny Paws.

Stillwater shall be responsible for routine maintenance of the Leased Premises, including the upkeep of the lawn and landscaping.

- 8. Sublease and Assignment:** Tiny Paws shall not sublease the Leased Premises or any portion thereof, nor assign this Agreement or any part thereof, without the written consent of Stillwater.
- 9. Property Taxes and Assessments:** Stillwater is a municipal corporation and real or personal property owned by said City is not subject to Oklahoma ad valorem tax. Tiny Paws shall be responsible for any ad valorem or similar assessment levied against its personal property located inside or upon the Leased Premises during the term of this Agreement. Stillwater shall be responsible for payment of any special assessment levied against the Leased Premises during the term of this lease agreement.
- 10. Insurance:** Stillwater may, at its option, maintain insurance coverage or cash reserves sufficient to pay for replacement or repair of the Leased Premises resulting from fire or similar peril during the term of this Agreement. Tiny Paws shall be responsible for the cost of any insurance for its personal property, including removable trade fixtures, located in or upon the Leased Premises during the term of this lease agreement. In addition, Tiny Paws shall maintain a general liability insurance policy in minimum amounts equal to the liability limits for political subdivisions set forth in the Oklahoma Governmental Tort Claims Act, 51 O.S. §151, *et seq.*, and shall name the City of Stillwater, its officers, employees, and agents, as additional insured in such amounts, during the term of this Agreement. Tiny Paws further agrees to hold harmless and indemnify the City of Stillwater, its officers, employees, and agents or invitees for any liability occasioned by the intentional act or negligence of Tiny Paw's officers, employees or agents while conducting operations authorized herein in or upon the Leased Premises during the term of this Agreement. Further, if the Leased Premises or any part thereof is damaged by fire or other peril resulting from any act of negligence by Tiny Paws, its officers, employees, and agents, or invitees, Tiny Paws shall be responsible for any cost(s) of repair not covered by insurance.

- 11. Utilities:** Effective beginning July 1, 2025, Tiny Paws shall be responsible for any and all utilities, including but not limited to water, sewer, trash, and electricity, used by Tiny Paws during the term of this Agreement as such charges become due and payable. Tiny Paws shall have the right to utilize dumpsters on site. Tiny Paws acknowledges that all utility connections to the Leased Premises are designed to carry specific capacities and/or loads and agrees not to use said utility connections in a manner that will exceed such capacity and/or load rating. Tiny Paws further agrees to obtain consent from Stillwater before making any alteration to utility connections that would increase, diminish, or otherwise alter the capacity and/or load rating of any utility connection to the Leased Premises.
- 12. Signs:** Tiny Paws shall not affix nor otherwise place any sign on the exterior portion of the Leased Premises without first obtaining written consent from Stillwater. Stillwater may refuse consent to any proposed signage that is in Stillwater's opinion too large, deceptive, unattractive or otherwise inconsistent with or inappropriate to the Leased Premises. Tiny Paws shall repair all damage to the Leased Premises resulting from the attachment or removal of signs installed by Tiny Paws.
- 13. Entry:** Stillwater shall have the right to enter upon the Leased Premises and enter the building at reasonable hours to inspect the same, provided that during such entry Stillwater shall not unreasonably interfere with Tiny Paws' business thereon.
- 14. Parking:** Tiny Paws may use three (3) of the parking spaces in the existing parking lot. All other parking spaces shall remain open and available for public use. Tiny Paws acknowledges that there is no right or title to other dedicated on-street or off-street parking areas adjacent to the Leased Premises. All Tiny Paws employees and patrons will be responsible for their own parking arrangements.
- 15. Animal Welfare:** Tiny Paws shall obtain all required licensing, certification and/or accreditation for the facility before commencing operations in the Leased Premises. Tiny Paws agrees to maintain its operations at all times in strict compliance with applicable federal, state and/or local animal welfare or public health laws, statutes and/or regulations. Stillwater retains the right to immediately evict Tiny Paws from the Leased should a court or regulatory agency make a formal determination or adjudication that Tiny Paws is operating in violation of an applicable animal welfare or public health law, statute and/or regulation.
- 16. Damage and Destruction:** If during the term of this Agreement, the Leased Premises are damaged by fire, other peril, or structural defect, such damage or defect not being the result of any intentional act or negligence by Tiny Paws, its officers, employees and agents, or invitees, and that the Leased Premises cannot be used for Tiny Paw's purposes as set forth herein, Tiny Paws shall have the right within ninety (90) days following the discovery of such damage or defect, to terminate this Agreement. If said damage or defect is minor and does not render the Leased Premises unusable for the Tiny Paws' purposes as set forth herein, Tiny Paws shall not have the right to terminate this Agreement, and Stillwater shall promptly repair such damage or defect at its own

expense. Stillwater shall not be liable for any delay resulting from strikes, governmental restrictions, inability to obtain necessary materials and/or labor and/or other matters which are beyond its reasonable control.

17. Default: In the event Tiny Paws fails to pay rent when due to Stillwater, Tiny Paws shall have fifteen (15) days after receipt of written notice thereof to cure such default. In the event of a default made by Tiny Paws regarding any other covenant or condition of this lease agreement, Tiny Paws shall have thirty (30) days after receipt of written notice thereof to cure such default. In the event Tiny Paws shall fail to cure any default within the time allowed under this paragraph, Stillwater may declare the Agreement terminated by giving Tiny Paws written notice of such intention, and if possession of the Leased Premises is not surrendered, Stillwater may enter said premises and remove Tiny Paws from possession thereof. Stillwater shall have, in addition to the remedies herein provided, any other right or remedy available to Stillwater on account of any Tiny Paws default, either in law or equity. Stillwater shall use reasonable efforts to mitigate its damages.

18. Notice: Any notice required or permitted under this Agreement shall be deemed sufficiently given or served if sent by United States certified mail, return receipt requested, addressed as follows:

Stillwater: City Clerk/ City of Stillwater
723 South Lewis/P.O. Box 1449
Stillwater, Oklahoma 74076

Lessee: Tiny Paws Kitten Rescue, Inc.
4000 West 15th Avenue
Stillwater, Oklahoma 74074

19. Waiver: No waiver of any default of Stillwater or Tiny Paws hereunder shall be implied from any omission to take any action on account of such default if such default persists or is repeated, and no express waiver shall affect any default other than the default specified in the express waiver and that only for the time and to the extent therein stated. One or more waivers by Stillwater or Tiny Paws shall not be construed as a waiver of a subsequent breach of the same covenant, term or condition.

20. Headings: The headings used in this Agreement are for convenience of the parties only and shall not be considered in interpreting the meaning of any provision thereof.

21. Governing Law: This Agreement is governed by the statutes and laws of the State of Oklahoma and the charter and ordinances of the City of Stillwater.

22. Final Agreement: This Agreement terminates and supersedes all prior understandings or agreements on the subject matter hereof. This Agreement may be modified only by a further writing that is duly executed by both Stillwater and Tiny Paws.

IN WITNESS WHEREOF, the parties have executed this lease agreement as of the day and year first above written.

CITY OF STILLWATER, OKLAHOMA
a Municipal Corporation

William H. Joyce, Mayor

(SEAL)
ATTEST:

Teresa Kadavy, City Clerk

Approved to form and legality this 27th day of January, 2025.

Kimberly Carnley, City Attorney

TINY PAWS KITTEN RESCUE, INC.

President

(SEAL)
ATTEST:

Secretary



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: 01/17/2025

Department: Finance

Requested by: Christy Cluck

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 - Police	1016025 - 62001		\$ 0	\$ 9,289	\$ 9,289
	Insurance Proceeds - Public Works	1014841 - 62001		\$ 961	\$ 837	\$ 1,798
		-				\$ 0
		-				\$ 0
		-				\$ 0
Decrease:		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0

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

\$ 10,126

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance: Christy Cluck

Date: 1-21-2025

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: 01/17/2025

Department: Finance

Requested by: Christy Cluck

Explanation:

Expenditures:
Appropriate funds for repair of damage to vehicles 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 - Police	1016025 - 53018		\$ 35,797	\$ 9,289	\$ 45,086
	Repair Vehicles - Public Works	1014841 - 53018		\$ 7,381	\$ 837	\$ 8,218
		-				\$ 0
		-				\$ 0
		-				\$ 0
Decrease:		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0

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

\$ 10,126

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance: Christy Cluck

Date: 1-21-2025

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--

LEGAL SERVICES AGREEMENT

THIS LEGAL SERVICES AGREEMENT, dated as of the ____ day of January, 2025, is made and entered into by and between the City of Stillwater, Oklahoma (the “City”) and the Kiser Law Firm, PLLC, Edmond, Oklahoma (the “Attorneys”) in connection with the proposed issuance by the City of one or more series of general obligation limited tax bonds (“Bonds”) to be voted upon by the registered, qualified voters of the City at an election to be held on April 1, 2025.

Attorneys hereby agree to prepare, furnish or review all necessary documentation with respect to the calling and holding of the election and all proceedings and documentation required under state or federal law for the authorization, sale and issuance of the Bonds including, specifically, all certifications and filings required in order that the interest on the bonds be excludable from the gross income of the recipient thereof for purposes of federal and State of Oklahoma income taxation. Attorneys will not be required, and the fees herein are not intended to cover condemnation proceedings, title work, acquisition of rights-of-way and easements, proceedings incident to construction contracts, litigation or any other matters not generally considered part of the bond financing transaction. Attorneys will review the Official Statement for bonds issued under this Agreement but are not engaged hereunder and will not be required to provide any services in connection with the collection of information, preparation or distribution of the Official Statement.

For such services, City agrees to pay Attorneys a fee per bond issue according to the following schedule, plus reimbursement of expenses:

- A. Three fourths of one percent ($\frac{3}{4}$ of 1%) of the principal amount of bonds issued up to Five Million Dollars, with a minimum fee of \$25,000;
- B. One half of one percent ($\frac{1}{2}$ of 1%) of the principal amount of bonds issued between Five Million and Ten Million Dollars;
- C. One fourth of one percent ($\frac{1}{4}$ of 1%) of the principal amount of bonds issued over Ten Million Dollars.

All fees and expenses to be on a contingency basis, payable only upon a successful election authorizing, and the actual sale and issuance of bonds.

The City shall pay all publication expenses and all expenses related to the calling and holding of the election.

Attorneys agree to render a legal market opinion to the purchaser of each series of bonds, as well as furnish one copy of the complete transcript of proceedings for each series of bonds to the City, the purchaser and the paying agent for the bonds.

CITY OF STILLWATER, OKLAHOMA

Attest: (SEAL)

City Clerk

Mayor

Approved:
City Attorney

KISER LAW FIRM, PLLC

REPORT TO: CITY COUNCIL

MEETING DATE: JANUARY 27, 2025



Agenda Item:	3.g. CC-25-15
Previous/Related Action:	None
Background/Issue:	Stillwater Medical Center Authority (SMCA) owns property addressed as 1101 West 6th Avenue. SMCA is requesting to build the new SMC Orthopedic Center for Excellence over an area occupied by an existing 6-inch sewer line that is approximately 400 feet long. The sewer line previously served homes along Adams Street which were removed long ago and the sewer line no longer provides any public benefit. SMCA is proposing to abandon a portion of the existing sewer line and use the remaining portion as a private sewer service line for the orthopedic center. The sewer easement covering the portion of the existing sewer line to be conveyed with the proposed agreement was vacated on January 14, 2025.
Proposal/Solution:	Staff recommends approval of this agreement to convey the 6-inch sewer line to the Stillwater Medical Center Authority.
Financial Source/Impact:	None
Related Strategic Priority:	#4 CONNECTED SPACES
Recommended Action/Motion:	Motion to authorize the Mayor to execute the conveyance agreement.
Prepared By:	Josh Brown, Project Manager
Reviewed By:	David Barth Brady Moore Teresa Kadavy
Submitted By:	Brady Moore, City Manager

Attachments

1. 2025-01-08 signed by SMCA-sewer line conveyance agreement

CONVEYANCE AND ASSIGNMENT
OF SEWER LINE RIGHTS AND RESPONSIBILITIES

This Agreement is executed by and between The City of Stillwater (hereinafter referred to as "City") and Stillwater Medical Center Authority, acting for itself, and for its subsidiaries, subdivisions and operational units, however designated, including those sometimes referred to as The Cancer Center, and the Ortho Center of Excellence (hereinafter collectively referred to as "SMCA").

Whereas, the City owns, holds, and maintains a public sewer line running in a generally northerly direction for a distance of approximately four hundred (400) feet from a manhole, UID #605 to UID #6745 sometimes described as a "concrete plug", and not including manhole #605, all located near the intersection of 7th Avenue and Adams Street in Stillwater, Payne County, Oklahoma (hereinafter referred to as the "Sewer Line"). The Sewer Line is located within an easement which is anticipated to be vacated pursuant to Judgment to be entered under a pending Application to Vacate Easements, as it is more specifically set forth in the pleadings filed by Stillwater Medical Center Authority in the District Court of Payne County, State of Oklahoma, as Case No.: CJ-2022-322 (hereinafter the "Vacation Case"); and,

Whereas, the Sewer Line to be conveyed lies within an easement to be vacated, being a fifty (50) foot utility easement, more specifically recorded on December 22, 2006, with the Payne County Clerk, in Book 1682, Page 0767-0768, and described, to wit:

Beginning at the SW/corner of Lot 18, Block 7, South College Addition to the City of Stillwater, Payne County, State of Oklahoma; Thence North, along the West line of said Block 7, a distance of 400.0 feet to the NW/corner of Lot 3 of said Block 7; Thence West, a distance of 50.0 feet; Thence South and parallel to the West line of said Block 7, a distance of 400.0 feet; Thence East, a distance of 50.0 feet to the point of beginning. (said tract containing 0.46 acres more or less) (hereinafter referred to as the "Easement")

Whereas, upon conveyance of the Sewer Line by the City and vacation of the Easement pursuant to Judgment of the Court, SMCA desires to continue to hold, operate, and maintain the Sewer Line as a private sewer service line for the benefit of providing sewage services for existing and future structures, buildings, facilities and related appurtenances to be built on properties owned or leased by SMCA, and particularly, to continue to use the Sewer Line to serve its existing structures, buildings, facilities and related appurtenances for the Cancer Center, and also for the Ortho Center of Excellence, when and as constructed; and,

Whereas, upon conveyance by the City and vacation of the Easement, SMCA agrees to hold, operate, and maintain the Sewer Line as its own, and thereafter will be responsible for all

duties of maintenance, operation, repair, service, closure, if applicable, and liability, all at the expense and cost of SMCA, and without recourse against the City for any claims known or unknown in connection with ownership or operation thereof; and,

Whereas, in consideration by SMCA of the assumption of the rights and responsibilities as set forth above, the City of Stillwater desires to convey the Sewer Line within the Easement, and the City of Stillwater desires to assign and transfer to Stillwater Medical Center Authority all rights and responsibilities, including those continuing obligations for maintenance and repair currently existing, or that may exist in the future, for all subsidiaries, subdivisions, and operational units of SMCA utilizing the Sewer Line as a private sewer service; and,

Now, Therefore, In Consideration of the above and foregoing, the parties have agreed as follows:

The City of Stillwater does hereby agree to the vacation of the Easement held by it and allow entry of a Judgment vacating the easement in Case No. CJ-2022-322, in the following described strip or tract of real property, to wit:

Beginning at the SW/ corner of Lot 18, Block 7, South College Addition to the City of Stillwater, Payne County, State of Oklahoma; Thence North, along the West line of said Block 7, a distance of 400.0 feet to the NW/corner of Lot 3 of said Block 7; Thence West, a distance of 50.0 feet; Thence South and parallel to the West line of said Block 7, a distance of 400.0 feet; Thence East, a distance of 50.0 feet to the point of beginning. (said tract containing 0.46 acres more or less)

Further, effective upon the vacation of the Easement by entry of a Journal Entry of Judgment, the City of Stillwater does hereby grant, bargain, transfer, assign, set over and convey to Stillwater Medical Center Authority all rights of ownership and use in and to, the Sewer Line.

Further, in consideration of the abandonment of the Easement and the assignment and conveyance by the City of the Sewer Line, SMCA agrees to assume all rights and responsibilities of repair, maintenance, operation, and closure, if applicable, of the Sewer Line as a private service line for structures, buildings, facilities and related appurtenances on properties owned or leased by SMCA, and particularly, to continue to use the Sewer Line to serve its existing structures, buildings, facilities and related appurtenances for the Cancer Center, and also for the Ortho Center of Excellence, when and as constructed.

Further, in consideration of the vacation of the Easement and the assignment and conveyance by the City of the Sewer Line, SMCA agrees to assume all responsibility of repair and maintenance, liability, and agrees to hold the City harmless and not make any claims against it for

continued operation, maintenance, or repairs of the Sewer Line, and agrees to accept same as a private service line, and assume all duties and responsibilities of maintenance, operation, repair, service, closure, if applicable, and liability, all at the expense and cost of SMCA without claim or recourse against the City of Stillwater.

SMCA agrees to indemnify and hold the City of Stillwater harmless from any and all claims of repair, maintenance, or other operational expenses or liabilities associated with the Sewer Line that may occur as a result of its use as a private service line after its conveyance and vacation of the Easement by judicial Court Order.

City of Stillwater

Stillwater Medical Center Authority

By: William Joyce,
Mayor of the City of Stillwater

Dan Duncan
By: Dan Duncan,
Chairman of the Board of Trustees

STATE OF OKLAHOMA)
) SS.
COUNTY OF PAYNE)

7th of January, 2025
Before me, the undersigned, a Notary Public, in and for said County and State, on this 7th day of January, 2025, personally appeared Dan Duncan, to me known to be the Chairperson of the Board of Trustees of the Stillwater Medical Center Authority, and who executed the foregoing instrument and acknowledged to me that he executed the same as his free and voluntary act and deed for the uses and purposes therein set forth.



Given under my hand and seal the day and year last above written.

Cheryl Marshall
Notary Public
Commission No: 08005482
Commission Expiration: 6/4/28

Attested to:

Gary C. Clark
Gary Clark, Secretary of the Board of Trustees

STATE OF OKLAHOMA

)

) SS.

COUNTY OF PAYNE

)

Before me, the undersigned, a Notary Public, in and for said County and State, on this _____ day of _____, 202_, personally appeared William Joyce, to me known to be the Mayor of the City of Stillwater, and who executed the foregoing instrument and acknowledged to me that he executed the same as his free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

Notary Public

Commission No: _____

Commission Expiration: _____

Attested to:

Teresa Kadavy, City Clerk

REPORT TO: CITY COUNCIL

MEETING DATE: JANUARY 27, 2025



Agenda Item:	3.h. CC-25-16
Previous/Related Action:	• April 5, 2022: Fire Station #2 Bond Issue approval by voters. • August 15, 2022, CC-22-150: Authorization for City Manager to enter into architectural design services and construction manager at risk agreements. • December 19, 2022, CC-22-219: Approval for agreement with OSU for Owner's Representative Construction Services. • December 18, 2023, CC-23-170: Work Pkg 1 Bid Award. • January 8, 2024, CC-24-04: IGMP Increase and Partial Lump Sum Conversion. • March 4, 2024, CC-24-20: Approval for Crossland's Award of Construction Contracts. • March 25, 2024, CC-24-25: Approve Amendment No. 2 and Exhibit C-2 to the CMAR Agreement. • August 19, 2024, CC-24-107: Approval, execution for Amendment No. 3 to the CMAR Agreement for Work Package #3 Lump Sum Conversion.
Background/Issue:	• Work Packages 1, 2 and 3 for Fire Station 2 project construction have been previously approved and executed; construction is in progress. • City-dedicated fiber line installation and certain furniture, fixture and equipment (FF&E) must be provided for the Fire Station 2 Project.
Proposal/Solution:	• The Information Technology Department has obtained a quote for \$44,923.88 to provide city-dedicated fiber line installation to the FS2 building. • The Fire Department has obtained quotes for various FF&E items including items such as shelving, cabinets, beds, appliances, gym equipment and kitchen supplies. The total cost, including delivery, is estimated at \$160,000.
Financial Source/Impact:	The project is funded through the proceeds of the \$9 Million bond sale, its proceeds and a \$150,000 from OSU for the hared roadway.

Related Strategic Priority:	#3 SAFE COMMUNITY
Recommended Action/Motion:	Staff recommends a motion to: • approve expenditures for fiber line installation, FF&E and contingency for \$225,000, and • approve the associated budget amendment.
Prepared By:	Candy Staring, Engineering Dir.
Reviewed By:	Candy Staring
	Brady Moore
	Teresa Kadavy
Submitted By:	Brady Moore, City Manager

Attachments

1. FS2 City Fiber & FF&E BA

Budget Amendment Request
 For Budget Year 2025

Office: 405.372.0025
 Web: stillwater.org

Date: 01/17/2025

Department: City Manager's Office

Requested by: Christy Cluck

Explanation:

Expenditures:
 Increase budget appropriations for furniture, fixtures and equipment and installation of fiber for new fire station. Funding is from interest earnings in the General Obligation Bond Fund.

Increase:

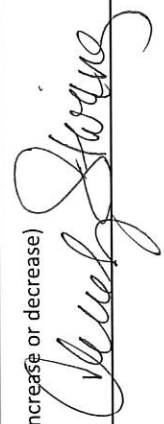
Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Fire Station #2 - Fiber	3300000 - 54009	22G001330	\$ 6,532,769	\$ 50,000	\$ 6,582,769
Fire Station #2 - FF&E	3300000 - 54002	22G001330	\$ 0	\$ 175,000	\$ 175,000
	-				\$ 0
	-				\$ 0
	-				\$ 0

Decrease:

	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

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

\$ 225,000

Reviewed by Department Manager: 

Date: 17 Jan 2025

Reviewed by Finance: _____

Date: _____

Approved by CMO: _____

Date: _____

Approved by City Council: _____

Date: _____

☐ Yes ☐ No

Processed by Finance: _____

Date: _____

Set ID: _____

Date Sent to SA&I: _____

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REPORT TO: CITY COUNCIL

MEETING DATE: JANUARY 27, 2025



Agenda Item:	3.i. CC-25-17														
Previous/Related Action:	• CC-21-67, April 19, 2021: Approval for FY21 Pavement Management Program (PMP) • CC-23-54, April 3, 2023: Authorized agreement with Poe and Associates for project management support. • CC-24-34, April 1, 2024: Approval of FY24 Pavement Management Plan.														
Background/Issue:	• The FY21 Pavement Management Plan (PMP) included Full Depth Repair (FDR) sites in various locations across the City. • At the April 1, 2024 City Council meeting, Staff presented a plan to utilize available Transportation Sales Tax funds to undertake previous FY20 and FY21 Projects. • Providing support, Poe and Associates completed plans and documents for Bid and Construction of Full Depth Repair sites across the City. • This project will address concrete and asphalt streets.														
Proposal/Solution:	• The project was advertised for bids on November 16, 2024. • Bids were opened on January 8, 2025. The bids received are as follows: <table><tr><td colspan="2">Base Bid</td></tr><tr><td>Engineer's Estimate</td><td>\$492,400.00</td></tr><tr><td colspan="2">Contractor Bids</td></tr><tr><td>Rudy Construction Co.</td><td>\$425,675.00</td></tr><tr><td>JMB Concrete Construction, Inc.</td><td>\$432,350.00</td></tr><tr><td>Ellsworth Construction OKC, LLC</td><td>\$541,417.50</td></tr><tr><td>J Lee Enterprises</td><td>\$801,325.00</td></tr></table> • Both Staff and Poe & Associates have reviewed the bid	Base Bid		Engineer's Estimate	\$492,400.00	Contractor Bids		Rudy Construction Co.	\$425,675.00	JMB Concrete Construction, Inc.	\$432,350.00	Ellsworth Construction OKC, LLC	\$541,417.50	J Lee Enterprises	\$801,325.00
Base Bid															
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JMB Concrete Construction, Inc.	\$432,350.00														
Ellsworth Construction OKC, LLC	\$541,417.50														
J Lee Enterprises	\$801,325.00														

	package and recommend the project be awarded to Rudy Construction Company. • The contract is a work order-based agreement, is configured to allow performance of a maximum amount of \$750,000, and includes the option of renewing the agreement for an additional year. The construction bid form was used to establish a basis-of-bid for bidding purposes. • During a meeting of the Transportation Project Advisory Committee (TPAC) on January 23, 2025, the committee took action to recommend commencement of the project.
Financial Source/Impact:	• A Budget Revision in the amount of \$549,212 from the FY21 Deferred Maintenance Project has been executed. • An additional \$250,788 is necessary to award the project. Sufficient funds are available in the Transportation Sales Tax fund.
Related Strategic Priority:	#4 CONNECTED SPACES
Recommended Action/Motion:	Staff recommends a motion to: • Award a work order-based contract to Rudy Construction Co. for up to \$750,000; • Authorize the City Manager to execute the Contract, and related documents; • Authorize total construction expenditures of \$800,000 which includes construction contract, testing and contingency; and • Approve Budget Amendment in the amount of \$250,788 from the Transportation Sales Tax Fund.
Prepared By:	Bill Millis, Deputy Director of Engineering
Reviewed By:	Candy Staring Brady Moore Teresa Kadavy
Submitted By:	Brady Moore, City Manager

Attachments

1. BA 25TR06

For Budget Year 2025

Office: 405.372.0025
Web: stillwater.org

Date: 01/15/2025

Department: Transportation

Requested by: Candy Staring

Explanation:

Expenditures:

Increase budget appropriations for the award of the 25TR06 Full Depth Repair project (formerly 21TR09). Funding is from the Transportation Sales Tax fund.

[illegible]

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

\$ 250,788

Reviewed by Department Manager:

Date: _____

Reviewed by Finance:

Date:

Approved by CMO: _____

Date: -

Approved by City Council:

Date:

Processed by Finance:

Date: _____

Set ID:

Date Sent to SA&I:

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REPORT TO: CITY COUNCIL

MEETING DATE: JANUARY 27, 2025



Agenda Item:	6.a. CC-25-18
Previous/Related Action:	January 7, 2025 Planning Commission Meeting
Background/Issue:	The applicant requests review and approval of a Map Amendment to rezone a portion of the property addressed as 2020 W. Airport Road, more specifically the area addressed as 3111 N. Hargis Road, from Light Industrial (IL) to Public (P). The subject property is located in the northwest area of Stillwater, with street frontage on North Hargis Road, which continues and becomes North Airport Industrial Access Road. The area is currently zoned Light Industrial (IL) with Public (P) zoning surrounding it on all sides. The area addressed as 3111 N. Hargis Road is currently vacant, and the applicant is requesting to rezone the subject area to Public (P) for future use as the proposed Animal Welfare location. The Future Land Use Map within the Comprehensive Plan indicates that the desired land use for the subject property is Public. Public (P) zoning surrounds the subject area on all sides. Stillwater Regional Airport is located to the north, and the City waste management facility is directly to the south.
Proposal/Solution:	Planning Commission recommended approval with a 5-0 vote based upon the following findings: • The Land Development Code allows for rezoning of land via Map Amendments. • Public (P) zoning surrounds the subject area on all sides. • The Comprehensive Plan calls for public uses in this area.
Financial Source/Impact:	None
Related Strategic Priority:	#4 CONNECTED SPACES #5 UNIQUE CULTURE
Recommended Action/Motion:	Motion to accept the Planning Commission recommendation and approve the Map Amendment for the area addressed as 3111 N. Hargis Road.
Prepared By:	Josh Brown, Project Manager
Reviewed By:	David Barth Brady Moore

	Teresa Kadavy
--	---------------

Submitted By:	Brady Moore, City Manager
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Attachments

1. Area Map View A
2. MA24-17 PC Mtg Summary



**STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF JANUARY 7th, 2025
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED January 3rd, 2025, IN THE
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET**

MEMBERS PRESENT

Jana Phillips, Chair
Riley Williams, Vice Chair
Mark Prather, Member
Mike Shanahan, Member
David Peters, Member

MEMBERS ABSENT

STAFF PRESENT

Kim Payne, City Attorney
David Barth, Community Development Director
Dianna Hood, Associate City Planner
Joshua Brown, Project Manager
Cindy Gibson, Administrative Services
Alexandria Maged, Administrative Assistant

Staff Absent

3. Public Hearing

- c. Receive public comment regarding a request from the City of Stillwater and Stillwater Regional Airport for a MAP AMENDMENT (MA24-17) to rezone from IL (Light Industrial) to P (Public) a portion of property addressed as 2020 W. Airport Road, said area, is also referred to as 3111 N. Hargis Road.

Diana Hood, Associate City Planner, presents staff's report and asks if there are any questions.

Commissioner Shanahan asks if this was the location decided on as a more viable location of the animal welfare; Ms. Hood responds yes.

Chair Phillips clarifies that difference of the Light Industrial (IL) zoning being darker blue and a light blue being Public (P). Ms. Hood elaborates on the two zonings and this request being on a specific area of the darker blue. Chair Phillips states that this is the only area zoned Public and all of the surrounding area is Light Industrial; Ms. Hood confirms.

Chair Phillips asks for a representative to speak.

Ms. Kellie Reed, Stillwater Regional Airport Director, shares that approval had been obtained from the FAA, and the Stillwater Regional Airport supported the proposal.

Chair Phillips opens the public hearing and asks if there is anyone that wishes to speak in favor of this item; none respond. Chair Phillips asks if there is anyone that wishes to speak in opposition of this item or ask any questions.

The following come to speak on the item:

- Gary Cotton, 1215 W Osage Dr.
- Tom Houston, 35 Liberty Cir.

The following concerns are expressed:

- concerns about potential noise and odors, citing the property's proximity to homes

- concerns about drainage and erosion from prior developments near the site and its potential impact on property.

Chair Phillips asks staff to return to address the concerns.

Ms. Hood states that City Council still needs to designate this spot for the proposed animal welfare site; and explained that noise and drainage concerns would be addressed during the building permit stage.

Mr. David Barth, Development Services Director, states that there have not been any studies on odor or noise; this is just a map amendment; a city project still has to follow drainage requirements so a study would be required; typically, these wouldn't come before the Planning Commission; and the future development would comply with engineering and environmental standards.

Chair Phillips closes the public hearing and asks for findings and alternatives.

Ms. Hood returns and presents staff findings and alternatives, which are:

Findings:

1. The Land Development Code allows for rezoning of land via Map Amendments.
2. Public zoning is near the subject area
3. The Comprehensive Plan calls for public uses in this area.

Alternatives:

1. Accept findings and recommend that the City Council approve the proposed map amendment as presented.
2. Find that the map amendment is not an appropriate use for the property based upon the impacts to the surrounding vicinity and do not recommend that the City Council approve the map amendment.
3. Find that additional information or discussion is needed prior to making a recommendation and table the request to a certain date.

Chair Phillips asks for discussion.

Vice-Chair Prather asks if this location will replace the existing location; Chair Phillips confirms.

Chair Phillips comments that the lot size of the property is larger than the existing site; there is substantial distance between the proposed site and the residential area; staff have done a great job on addressing questions on how we are moving forward; and states there is still a public vote pending on this item.

Vice-Chair Williams states this request to be an appropriate use for this property.

Vice Chair Williams moves to accept findings and recommend that the City Council approve the map amendment as presented, Commissioner Shanahan seconds.

Roll Call:	Phillips	Williams	Prather	Shanahan	Peters
	Yes	Yes	Yes	Yes	Yes

Time: 15 minutes

REPORT TO: CITY COUNCIL

MEETING DATE: JANUARY 27, 2025



Agenda Item:	7.a. CC-25-19
Previous/Related Action:	
Background/Issue:	The City of Stillwater utilizes an Enterprise Resource Planning (ERP) system to manage functions across the entire organization. ERP is a term coined in the 1990s to refer to organization-wide software systems that are intended to consolidate processes and data into one centralized solution. In 1998, the City implemented an ERP solution from HTE, Inc. that included modules for Accounting, Community Development, Fleet, Payroll, Purchasing, Land Management, Utility Billing, and Work Orders. Over the years, there have been updates to some of those modules, some have been replaced by other software, and a few of the modules are running basically as they were initially implemented in 1998. In its current state, the City's ERP system and other core business software platforms are not optimal and will no longer fully meet the needs of our departments or the expectations of our citizens going forward. Transitioning to modernized software solutions that leverage advancements in technology will enhance productivity, reduce operational costs, and enable staff to deliver higher-quality, more responsive services. Conducting a comprehensive evaluation of our current software systems and organizational processes is essential to identifying the best path forward. Partnering with a consultant who possesses specialized expertise and experience will ensure an objective, thorough assessment of our current state and provide valuable guidance in selecting a modern solution that effectively meets the needs of both our employees and citizens.
Proposal/Solution:	The selection process for a potential consultant was initiated on June 15th with a Request for Qualifications. Notice was posted in the News Press, on the City website, and with the Government Finance Officers Association. Direct invitations to respond were sent to 21 known consultants for ERP services. 10 responses to the RFQ were submitted on August 21st and ranked by a staff committee. The top 4 respondents were invited for interviews, and BerryDunn was unanimously selected by the committee based on their experience with other municipalities, methodology

	and emphasis on current environment assessment, knowledge of municipal software providers, and their approach to change management. A proposal was received from BerryDunn that includes a Scope of Work for 5 phases of consultation: Phase 0 – Project Planning Phase 1 – Current Environment Assessment Phase 2 – RFP Development Phase 3 – Evaluation and Selection Phase 4 – Contract Negotiation and Award Assistance These 5 phases are estimated to take 15 months to complete.
Financial Source/Impact:	The proposal from BerryDunn totals \$260,000. Funding in the current fiscal year has been identified in the Capital Fund for this project.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT #2 MOTIVATED MANAGEMENT
Recommended Action/Motion:	Motion to approve the professional services contract with BerryDunn for ERP Consulting Services; approve budget amendments appropriating funds totaling \$260,000; and authorize the City Manager to sign related contract documents.
Prepared By:	Brad Stewart, IT Director
Reviewed By:	Brad Stewart Christy Cluck Teresa Kadavy
Submitted By:	Brady Moore, City Manager

Attachments

1. IT - ERP Consulting Services - Expenditure

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: 01/17/2025

Department: Information Technology

Requested by: Brad Stewart

Explanation:

Expenditures:

Increase budget appropriations for the award of professional services contract for ERP Consulting Services. Funding is from the City's Capital Fund.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	ERP Consulting Services	1051210 - 54010	25GG01105	\$ 0	\$ 260,000
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

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

\$ 260,000

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance: _____

Date: _____

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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[Click Here to Print](#)

Animal Welfare

Stillwater City Council
Monday, January 27, 2025

[Stillwaterok.gov/time](https://stillwaterok.gov/time)
[Stillwaterok.gov/animalwelfare](https://stillwaterok.gov/animalwelfare)



Background

- In 2021, Stillwater Animal Welfare (SAW) was identified as one of the TIME initiatives, along with Roadways/Transportation and Fire Station #2.
- The City brought the Transportation Sales Tax and Fire Station #2 before voters in 2022 in two different elections. Both propositions passed.
- In 2022, staff was able to focus more on Animal Welfare – assessing community needs now and many years to come.
- Through multiple meetings and discussions with residents, neighborhoods, stakeholders, staff, consultants, and Council – we have developed proposals for consideration.
- At the City Council meeting on Jan. 13, detailed information regarding schematic design for a future facility, location, financials, and needs assessment was presented.
- All presentations and details are available at: stillwaterok.gov/time.

Existing Facility

- Insufficient facility size, too small (square footage).
- Inadequate space for additional needed kennels and catteries.
- Deficient quarantine operations and no medical care area.
- Lacks ample storage areas and office space; has no staff training or break rooms.
- No intake/assessment area: no separation for adoption or surrender.
- Insufficient drainage system: consistent clogging, difficult for sanitary environment.
- HVAC system lacks ability to recycle clean, healthy air.
- Building is not expandable: site is too small for a new Animal Welfare facility and would limit Stillwater Fire Dept. expansion (next door).
- Building is energy inefficient due to poorly insulated spaces: difficult to heat/cool.
- Overall, the facility does not meet the needs of the community.

We need more kennels & catteries.

Staff have one area for adoptions, surrenders, medical needs, emergency calls, volunteer efforts, and education initiatives.





A New Facility...

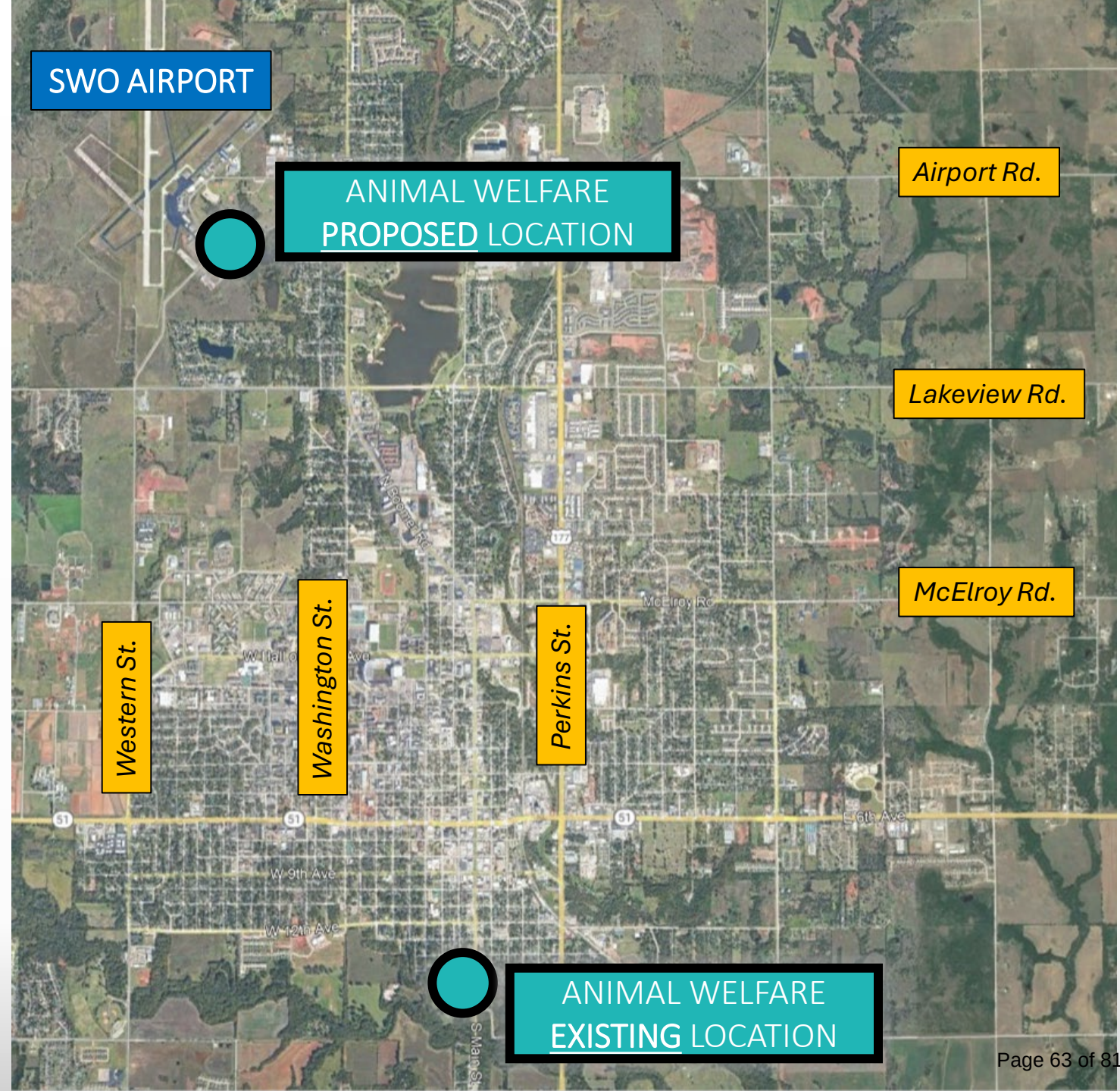
- Solutions for the existing facility's issues.
- Close to a 100% increase in animal holding capacity.
- Efficiency with area layout which allows staff and volunteers to be more effective.
- Increase removal of rabid, sick and dangerous animals from our neighborhoods and streets.
- Increase patrols of problem areas within our town.
- Increase capture and remove abandoned or nuisance animals within neighborhoods, public areas and community spaces.
- Continued removal of deceased animals from roadways.
- Expanded low-cost vaccination clinics to reduce disease.
- New opportunities for public education.

Site Selection

FAA approved

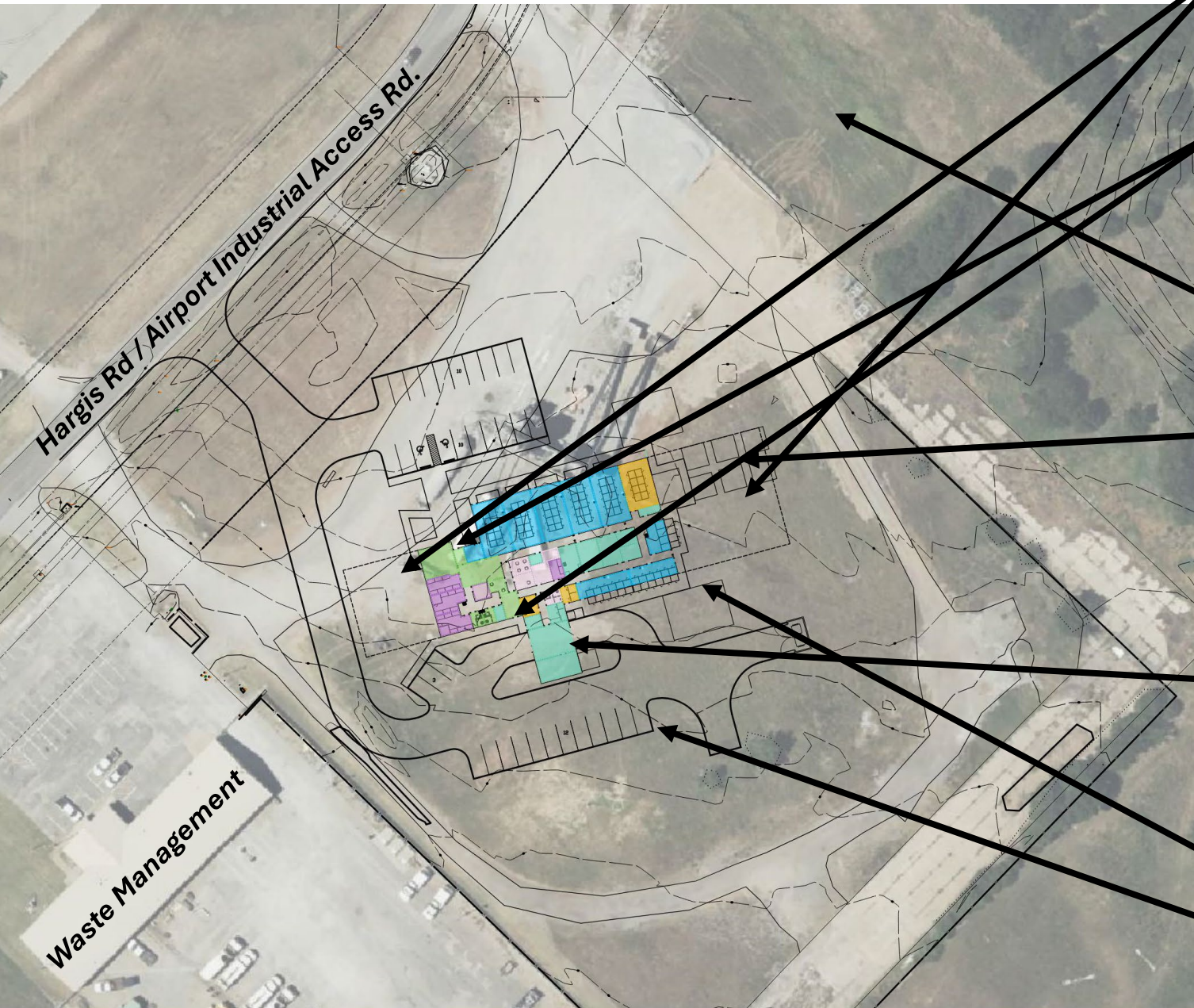
Nearby features:

- New Fire Station 2
- Future Hargis Road realignment with 10-ft sidewalk
- Sanborn Lake, walking trails, ballfields
- New SWO terminal
- New Ray and Linda Booker OSU Flight Center
- Waste Management Administration Office
- No adjacent residences
- OSU Vet Med, 2 miles south



Site Plan

Presented by Barrett L.
Williamson Architects on 1.13.25.



- Expandable in the future

- Separate adoption and surrender entrances

- Potential area for future dog park (contingent upon

- Training and exercise yards

- Sally port for protection from the elements and to prevent animals from escaping during transfers

- Building skewed for "passive solar orientation"
- parking

Floorplan

Lobby/Intake

Dogs

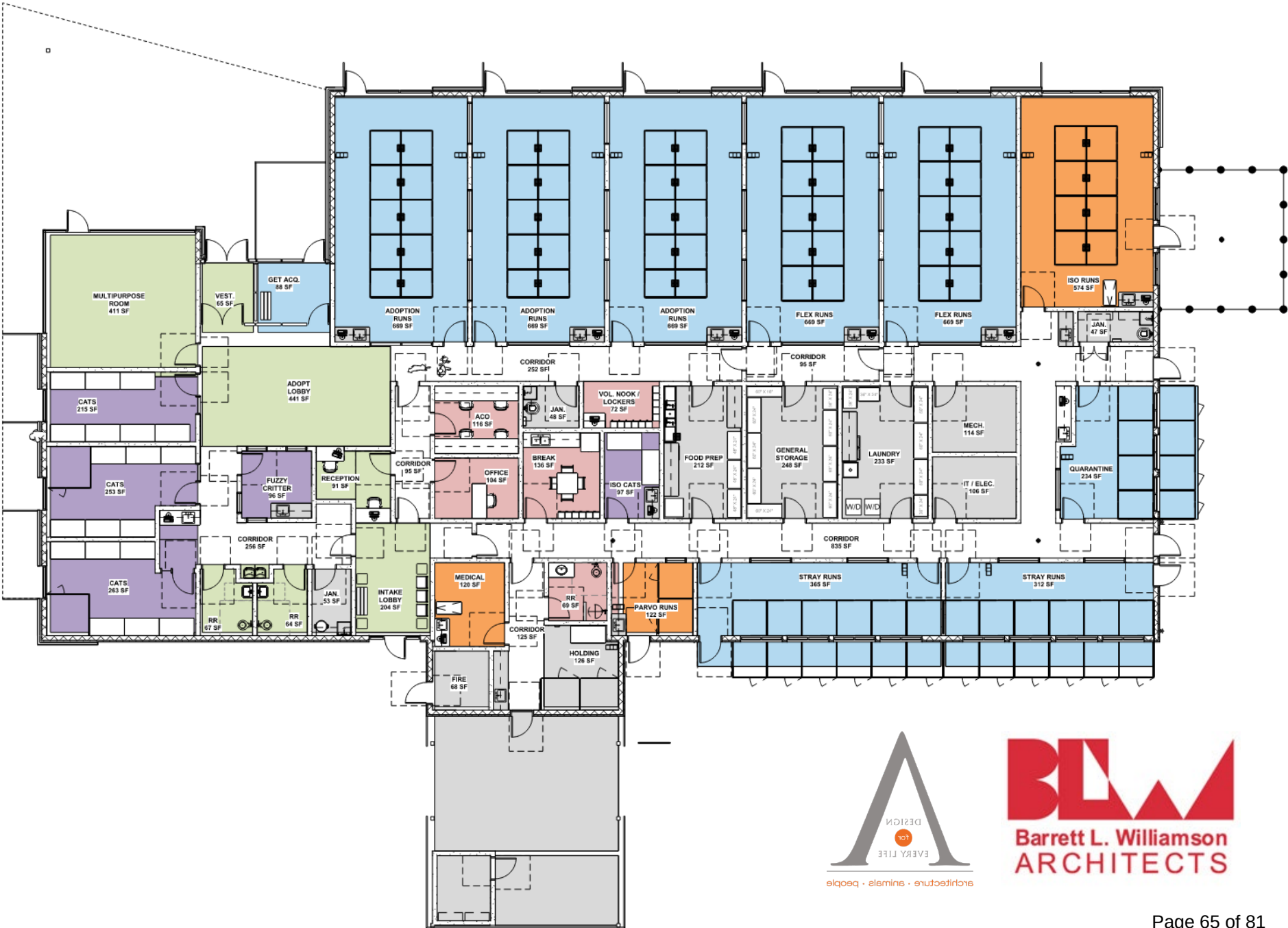
Cats

Isolation/Medical

Office/Staff

Utility/Storage

12,200 sq.ft.



EDUCATION ♥ REUNIFICATION ♥ ADOPTION ♥ ENFORCEMENT



We want to ensure SAW meets health and safety needs of residents and animals, economical for taxpayers, and increases quality of life in Stillwater.

15 YEAR BOND SCENARIO

GO Bond Par Amount	Term Length	Estimated Maximum Levy ¹	Estimated Increase to Levy ²
\$8,750,000	15 Years	3.93	2.33

Estimated ANNUAL Impact to Property Taxes			
Real Property Taxable Value ³			
\$100,000	\$200,000	\$300,000	\$400,000
\$26.56	\$53.12	\$79.69	\$106.25

Estimated MONTHLY Impact to Property Taxes			
Real Property Taxable Value			
\$100,000	\$200,000	\$300,000	\$400,000
\$2.21	\$4.43	\$6.64	\$8.85

1. If the Animal Welfare Project Bonds are also designated as General Obligation Limited Tax Bonds, then the statutory maximum levy is 5.00 mills.
2. The projected sinking fund levy for FY 2025-2026 is currently 1.60 mills for the Fire Station bonds. All projections are based on 3.00% annual growth in the City's Net Assessed Valuation.
3. The median home value for the City of Stillwater is estimated at \$240,000 as of November 2024.



Questions for Staff?

ANTICIPATED SCHEDULE

PHASE 1

- Schematic Design: Oct. 2024-Jan. 2025

RESOLUTION: Jan. 27, 2025

ELECTION: April 1, 2025

PHASE 2 (If proposition passes)

- Final Design Docs.: Feb. 2026
- Permits, Bidding, Contracts: July/Aug. 2026
- Construction Complete: Winter 2027/28

VOTE

April 1, 2025

Animal Welfare

— TIME for *Stillwater* —

[Stillwaterok.gov/time](https://stillwaterok.gov/time)
[Stillwaterok.gov/animalwelfare](https://stillwaterok.gov/animalwelfare)



Stillwaterok.gov/time
Stillwaterok.gov/animalwelfare

THE CITY COUNCIL OF THE CITY OF STILLWATER, OKLAHOMA, MET IN REGULAR SESSION IN THE CONFERENCE ROOM ON THE FIRST FLOOR OF THE STILLWATER MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA, ON THE 27th OF JANUARY, 2025 AT 5:30 O'CLOCK P.M.

Notice of the schedule of regular meetings of the governing body of the municipality for the calendar year 2025 having been given in writing to the Clerk of the municipality on or before December 15, 2024, and public notice of this meeting with an agenda having been posted in prominent view at the entry to City Hall at least twenty-four (24) hours prior to this meeting, excluding Saturdays, Sundays, and State designated legal holidays, all in compliance with the Oklahoma Open Meeting Act.

COUNCILORS PRESENT:

ABSENT:

(OTHER PROCEEDINGS)

Thereupon, the Mayor introduced a Resolution which was read in full by the Clerk and considered by sections, and upon motion by Councilor _____, seconded by Councilor _____, said Resolution was adopted by the following vote:

AYE:

NAY:

Said Resolution was thereupon signed by the Mayor, attested by the Clerk, sealed with the seal of said municipality and is as follows:

RESOLUTION NO. CC-2025-3

A RESOLUTION AUTHORIZING THE CALLING AND HOLDING OF AN ELECTION IN THE CITY OF STILLWATER, STATE OF OKLAHOMA, FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED QUALIFIED ELECTORS OF SAID CITY THE QUESTION OF THE ISSUANCE OF THE BONDS OF SAID CITY IN THE SUM OF EIGHT MILLION SEVEN HUNDRED FIFTY THOUSAND DOLLARS (\$8,750,000) TO PROVIDE FUNDS FOR THE PURPOSE OF CONSTRUCTING, FURNISHING AND EQUIPPING A NEW ANIMAL WELFARE FACILITY AND LEVYING AND COLLECTING AN ANNUAL TAX, IN ADDITION TO ALL OTHER TAXES, UPON ALL THE TAXABLE PROPERTY IN SAID CITY FOR THE PAYMENT OF PRINCIPAL AND INTEREST ON SAID BONDS.

WHEREAS, it is deemed advisable by the governing body of the City of Stillwater, State of Oklahoma, to construct, furnish and equip a new animal welfare facility and the estimated amount necessary to finance such improvements, including costs of issuance, is the sum of Eight Million Seven Hundred Fifty Thousand Dollars (\$8,750,000), and

WHEREAS, there are no funds in the treasury for such purposes, and power is granted said City by Article 10, Section 35 of the Oklahoma Constitution and laws of the State of

Oklahoma, to issue bonds to provide funds for such purpose, provided the same be authorized by the registered qualified voters thereof, voting at an election held for such purpose;

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STILLWATER, STATE OF OKLAHOMA:

SECTION 1. That the Mayor of the City of Stillwater be and is hereby authorized and directed to call a special election to be held in said City on the first day of April, 2025, for the purpose of submitting to the registered qualified voters thereof the following proposition.

“SHALL THE CITY OF STILLWATER, STATE OF OKLAHOMA, INCUR AN INDEBTEDNESS BY ISSUING ITS BONDS IN ONE OR MORE SERIES IN THE SUM OF EIGHT MILLION SEVEN HUNDRED FIFTY THOUSAND DOLLARS (\$8,750,000) TO PROVIDE FUNDS FOR THE PURPOSE OF CONSTRUCTING, FURNISHING AND EQUIPPING A NEW ANIMAL WELFARE FACILITY AND LEVY AND COLLECT AN ANNUAL TAX, IN ADDITION TO ALL OTHER TAXES, UPON ALL THE TAXABLE PROPERTY IN SAID CITY SUFFICIENT TO PAY THE INTEREST ON SAID BONDS AS IT FALLS DUE, AND ALSO TO CONSTITUTE A SINKING FUND FOR THE PAYMENT OF THE PRINCIPAL THEREOF WHEN DUE, SAID BONDS TO BEAR INTEREST AT NOT TO EXCEED THE RATE OF TEN PER CENTUM (10%) PER ANNUM, PAYABLE SEMIANNUALLY AND TO BECOME DUE SERIALY WITHIN FIFTEEN (15) YEARS FROM THEIR DATE?”

Section 2. The specific project for which one hundred percent (100%) of the proceeds of the aforesaid bonds shall be expended and the dollar amount for such project shall be as follows:

Construct, furnish and equip a new animal welfare facility on land owned by the City situated on Hargis Road just north of the City's Waste Management Administration Building. The new facility will provide increased overall square footage, a specialized air ventilation system, a customized washdown and drainage plumbing system for kennels and other areas, increased kennel capacity for cats and dogs, intake and adoption areas, an outdoor exercise area and a floorplan and construction style that allows for future building expansion.

\$8,750,000

SECTION 3. That such call for said election shall be by proclamation signed by the Mayor of the City and attested by the City Clerk setting forth the proposition to be voted upon and the hours of opening and closing of the polls and the names of the person who shall conduct said election. That the ballots shall set forth the proposition to be voted upon substantially as set out in Section 1 hereof, and that the returns of said election shall be made to and canvassed by the Payne County Election Board.

PASSED AND APPROVED this 27TH DAY OF JANUARY, 2025.

(SEAL)
Attest:

CITY OF STILLWATER, OKLAHOMA

TERESA KADAVY, CITY CLERK

WILLIAM H. JOYCE, MAYOR

KIMBERLY CARNLEY, CITY ATTORNEY

I, the undersigned, the duly qualified and acting Clerk of the City of Stillwater, in said County and State, hereby certify that the foregoing copy of proceedings is a true and complete copy of the proceedings had by the City Council of said City at a regular meeting held on the date therein set out, insofar as the same relate to the introduction, reading and adoption of Resolution No. CC-2025-3 as the same appears of record in my office. I further certify that notice of such meeting was given to me in writing on _____, 2024, and further that attached hereto is a true and complete copy of said notice of public meeting and the agenda posted in prominent public view at the place of said meeting at least twenty-four (24) hours prior thereto (excluding Saturdays, Sundays and legal holidays declared by the State of Oklahoma).

CITY OF STILLWATER, OKLAHOMA

TERESA KADAVY, CITY CLERK

SPECIAL ELECTION PROCLAMATION AND NOTICE

Under and by virtue of Section 35 of Article 10 of the Oklahoma Constitution and the statutes of the State of Oklahoma and Acts complementary, supplementary and enacted pursuant thereto, and Resolution No. CC-2025-3 dated January 27, 2025, authorizing the calling of a special election on the proposition hereinafter set forth, I, the undersigned Mayor of the City of Stillwater, Oklahoma, hereby call a special election and give notice thereof to be held in the City of Stillwater, Oklahoma, on the 1st day of April, 2025, for the purpose of submitting to the registered, qualified voters in said City the following proposition:

PROPOSITION

“SHALL THE CITY OF STILLWATER, STATE OF OKLAHOMA, INCUR AN INDEBTEDNESS BY ISSUING ITS BONDS IN ONE OR MORE SERIES IN THE SUM OF EIGHT MILLION SEVEN HUNDRED FIFTY THOUSAND DOLLARS (\$8,750,000) TO PROVIDE FUNDS FOR THE PURPOSE OF CONSTRUCTING, FURNISHING AND EQUIPPING A NEW ANIMAL WELFARE FACILITY AND LEVY AND COLLECT AN ANNUAL TAX, IN ADDITION TO ALL OTHER TAXES, UPON ALL THE TAXABLE PROPERTY IN SAID CITY SUFFICIENT TO PAY THE INTEREST ON SAID BONDS AS IT FALLS DUE, AND ALSO TO CONSTITUTE A SINKING FUND FOR THE PAYMENT OF THE PRINCIPAL THEREOF WHEN DUE, SAID BONDS TO BEAR INTEREST AT NOT TO EXCEED THE RATE OF TEN PER CENTUM (10%) PER ANNUM, PAYABLE SEMIANNUALLY AND TO BECOME DUE SERIALY WITHIN FIFTEEN (15) YEARS FROM THEIR DATE?”

For the above proposition

Against the above proposition

The specific project for which one hundred percent (100%) of the proceeds of the aforesaid bonds shall be expended and the dollar amount for such project shall be as follows:

Construct, furnish and equip a new animal welfare facility on land owned by the City situated on Hargis Road just north of the City's Waste Management Administration Building. The new facility will provide increased overall square footage, a specialized air ventilation system, a customized washdown and drainage plumbing system for kennels and other areas, increased kennel capacity for cats and dogs, intake and adoption areas, an outdoor exercise area and a floorplan and construction style that allows for future building expansion.

\$8,750,000

That only the registered, qualified voters of the City of Stillwater, Oklahoma, may vote upon the propositions as above set forth.

The polls shall be opened at 7:00 o'clock A.M. and remain open continuously until and be closed at 7:00 o'clock P.M.

Such election shall be conducted by those precinct officers designated by the County Election Board of Payne County, Oklahoma, which officers also act as counters and certify the results in the case of regular elections and certify the results thereof as required by law.

The number and location of the polling places and the names of the persons who shall conduct said election shall be provided by the County Election Board.

Dated this 27th day of January, 2025.

William H. Joyce, Mayor

Teresa Kadavy, City Clerk
(SEAL)

RESOLUTION NO. CC-2025-4

A RESOLUTION NOTIFYING THE PUBLIC OF THE COMPILING AND PUBLISHING OF THE CODE SUPPLEMENT NO. 11 TO THE CODE OF THE CITY OF STILLWATER, OKLAHOMA.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STILLWATER, OKLAHOMA:

SECTION 1. The citizens of the City of Stillwater, and the public, are hereby notified that the City of Stillwater has compiled and published its Code Supplement No. 11 to the Code of the City of Stillwater, which Code was adopted by ordinance dated the 15th day of August, 2011, and the City has complied with Section 14-101 et seq. of Title 11 of the Oklahoma Statutes.

SECTION 2. A copy of this resolution shall be filed with the County Clerk of Payne County, Oklahoma.

SECTION 3. Code Supplement No. 11 is available for purchase at the City Clerk's office for the price of \$100.00.

SECTION 4. Copies of the Stillwater Municipal Code and all the supplements thereto, have been filed with the Payne County Law Library, the Stillwater Public Library, and three copies are on file with the City Clerk

PASSED AND ADOPTED this 27th day of January 2025.

CITY OF STILLWATER, OKLAHOMA
a Municipal Corporation

WILLIAM H. JOYCE, MAYOR

(SEAL)
ATTEST:

TERESA KADAVY, CITY CLERK

APPROVED AS TO FORM AND LEGALITY THIS 27th DAY OF January 2025.

KIMBERLY CARNLEY, CITY ATTORNEY

ORDINANCE NO. 3554

AN ORDINANCE REZONING A TRACT OF LAND CONTAINING APPROXIMATELY 6.8 ACRES, LOCATED AT 2020 W. AIRPORT ROAD, AREA REFERRED TO AS 3111 N. HARGIS ROAD, FROM LIGHT INDUSTRIAL (IL) TO PUBLIC (P).

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STILLWATER, OKLAHOMA:

A portion of property addressed as 2020 W. AIRPORT ROAD, said area is also referred to as 3111 N. Hargis Road:

A tract of land in the West Half (W/2) of Section 3, T-19-N, R-2-E, I.M., Payne County, Oklahoma, said tract being more particularly described as follows: Starting at the SE/corner of the NW/4 of said Section 3; Thence West, along the South line of said NW/4, a distance of 637.7 feet to the POINT OF BEGINNING; Thence North 45 degrees 13 minutes 20 seconds West, a distance of 526.2 feet; Thence North 44 degrees 46 minutes 40 seconds East, a distance of 500.0 feet; Thence South 45 degrees 13 minutes 20 seconds East, a distance of 595.0 feet; Thence South 44 degrees 46 minutes 40 seconds West, a distance of 500.0 feet; Thence North 45 degrees 13 minutes 20 seconds West, a distance of 68.8 feet to the point of beginning. The above-described tract of land contains 6.8 acres, more or less, and is subject to recorded easements and rights-of-way thereof.

be and the same is hereby rezoned from LIGHT INDUSTRIAL (IL) to PUBLIC (P).

PASSED, APPROVED, AND ADOPTED THIS ____ DAY OF _____, 2025.

WILLIAM H. JOYCE, MAYOR

(SEAL)
ATTEST:

TERESA KADAVY, CITY CLERK

APPROVED AS TO FORM AND LEGALITY THIS ____ DAY OF _____, 2025.

TAMMY EWING, ASSISTANT CITY ATTORNEY

First Reading: 01/27/2025
Second Reading:

ORDINANCE NO. 3552

AN ORDINANCE REZONING A TRACT OF LAND LOCATED AT 701 W. HIGHPOINT DRIVE FROM MULTI-FAMILY INTERMEDIATE (RMI) AND COMMERCIAL GENERAL (CG) TO COMMERCIAL BUSINESS (CB).

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STILLWATER, OKLAHOMA:

Parcel located at 701 W Highpoint Dr:

A TRACT OF LAND IN THE NORTHWEST QUARTER (NW/4) OF THE NORTHWEST QUARTER (NW/4) OF SECTION ELEVEN (11), TOWNSHIP NINETEEN (19) NORTH, RANGE TWO (2) EAST OF THE INDIAN MERIDIAN, PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF LOT SIX (6), HIGH POINT ADDITION, THENCE NORTH 89°00' EAST ON THE SOUTH LINE OF HIGH POINT DRIVE, AS DISTANCE OF 175 FEET; THENCE SOUTH 255.2 FEET; THENCE SOUTH 89°40' WEST A DISTANCE OF 175 FEET; THENCE NORTH 253.9 FEET TO THE POINT OF BEGINNING.

be and the same is hereby rezoned from RMI (MULTI-FAMILY INTERMEDIATE) AND CG (COMMERCIAL GENERAL) TO CB (COMMERCIAL BUSINESS).

PASSED, APPROVED, AND ADOPTED THIS 27TH DAY OF JANUARY 2025.

WILLIAM H. JOYCE, MAYOR

(SEAL)
ATTEST:

TERESA KADAVY, CITY CLERK

APPROVED AS TO FORM AND LEGALITY THIS 27TH DAY OF JANUARY 2025.

TAMMY EWING, ASSISTANT CITY ATTORNEY

First Reading: 01/13/2025
Second Reading: 01/27/2025

ORDINANCE NO. 3553

AN ORDINANCE REZONING A TRACT OF LAND LOCATED AT 3118 - 3124 E. 4TH AVENUE FROM SMALL LOT SINGLE-FAMILY RESIDENTIAL (RSS) TO TWO-FAMILY AND MULTI-FAMILY (RTM).

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STILLWATER, OKLAHOMA:

Parcels located at 3118 – 3124 E. 4th AVENUE:

Lots One (1), Two (2), Three (3) and Four (4), in Block Five (5), BRUSH CREEK MEADOW 1ST ADDITION, a part of the Southeast Quarter (SE/4) of Section Eighteen (18), Township Nineteen (19) North, Range Three (3) East of the Indian Meridian, City of Stillwater, Payne County, State of Oklahoma, according to the recorded plat thereof And

Lot Forty-five (45), Forty-six (46), Forty-seven (47), and Forty-eight (48), in Block Five (5), BRUSH CREEK MEADOW 1ST ADDITION, a part of the Southeast Quarter (SE/4) of Section Eighteen (18), Township Nineteen (19) North, Range Three (3) East of the Indian Meridian, City of Stillwater, Payne County, State of Oklahoma, according to the recorded plat thereof

And

A tract of land described as Beginning at the Northwest corner of Lot Forty-five (45), in Block Five (5), BRUSH CREEK MEADOW 1ST ADDITION, a part of the Southeast Quarter (SE/4) of Section Eighteen (18), Township Nineteen (19) North, Range Three

(3) East of the Indian Meridian, City of Stillwater, Payne County, State of Oklahoma, according to the recorded plat thereof; THENCE, Westerly along an extension of the North line of said Lot 45, a distance of 20 feet to a point on the West line of the recorded plat of BRUSH CREEK MEADOW 1ST ADDITION, THENCE, Southerly, along the West line of the recorded plat of BRUSH CREEK MEADOW 1ST ADDITION to a point on an extension of the South line of said Lot Four (4), in Block Five (5), BRUSH CREEK MEADOW 1ST ADDITION, said point being 16 feet westerly of the Southwest corner of Lot 4; THENCE Easterly along the extension of the South line of said Lot 4, a distance of 16 feet to the Southwest Corner of said Lot 4; THENCE North, along the West line of said Lot 4, a distance of 115.00 feet to the Northwest corner of said Lot 4; THENCE East along the North line of said Lot 4, a distance of 4 feet, to the Southwest corner of said Lot 45; Thence North along the West line of said Lot 45, a distance of 115.00 feet to the Northwest corner of said Lot 45, also being the POINT OF BEGINNING; said land sometimes referred to as Lot A BRUSH CREEK MEADOW 1ST ADDITION.

be and the same is hereby rezoned from RSS (SMALL LOT SINGLE-FAMILY RESIDENTIAL) to RTM (TWO-FAMILY AND MULTI-FAMILY).

PASSED, APPROVED, AND ADOPTED THIS 27TH DAY OF JANUARY, 2025.

WILLIAM H. JOYCE, MAYOR

(SEAL)
ATTEST:

TERESA KADAVY, CITY CLERK

APPROVED AS TO FORM AND LEGALITY THIS 27TH DAY OF JANUARY, 2025.

TAMMY EWING, ASSISTANT CITY ATTORNEY

First Reading: 01/13/2025
Second Reading: 01/27/2025

REPORT TO: CITY COUNCIL

MEETING DATE: JANUARY 27, 2025



Agenda Item:	10.a. CC-25-20
Previous/Related Action:	N/A
Background/Issue:	The Audit Committee provides independent review and oversight of the government's financial reporting processes, internal controls and independent auditors. The duties of the Audit Committee include but are not limited to the following: • recommendation of accounting firm to perform the 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 controls; and • to report to the city council as required.
Proposal/Solution:	Appoint to fill one vacancy on the committee and re-appoint two members with terms expiring January 2025.
Financial Source/Impact:	N/A
Related Strategic Priority:	#6 ENGAGED & INVESTED RESIDENTS
Recommended Action/Motion:	Recommend appointment of Devon Zacharias to a 1st term, re-appointment of Rachel Domnick to a 2nd term and re-appointment of Austin Pollard to a 3rd term on the Audit Committee.
Prepared By:	Brad Stewart, IT Director
Reviewed By:	Christy Cluck Teresa Kadavy
Submitted By:	Brady Moore, City Manager

Attachments

None