



Together, Investing in Municipal Excellence

CITY COUNCIL MEETING AGENDA

MARCH 10, 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. Proclamations and Presentations

a.	Sunshine Week Proclamation
b.	Citizen's Academy Class X

4. 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 February 24, 2025 regular meeting minutes	
b.	Approve February 27, 2025 special meeting minutes.	
c.	Approve waiver of Payment in Lieu of Taxes (PILOT) of \$9,406.89 as requested by Stillwater Housing Authority.	
d.	Approve the acceptance of grant funds totaling \$50,991.89 from the Oklahoma Office of Homeland Security FY 2023 State and Local	CC-25-38 Brad Stewart

	Cybersecurity Grant Program; approve budget amendments appropriating funds totaling \$50,992; and authorize the City Manager to sign related grant documents.		
e.	Accept two utility easements at 4575 W. 6th Avenue for a waterline and electric, which is necessary for continued access to utilities in connection with a commercial project.	CC-25-39	Josh Brown
f.	Accept electric easement for Tract 1 of a minor subdivision at 223 S. Knoblock	CC-25-40	Josh Brown
g.	Accept a pedestrian easement at 2017 N. Boomer Road which is necessary for newly constructed sidewalk for a new commercial building.	CC-25-41	Josh Brown
h.	Approve Amendment 1 for additional funds for Task Order 1 under a Master Services Agreement with Poe & Associates in the amount of \$150,000 for general civil engineering support and project management services for transportation projects; approve a budget amendment; and authorize the City Manager to execute related documents.	CC-25-42	Bill Millis
i.	Approve the following actions related to McElroy Road, Manning Street and Hall of Fame Roadway improvements: • Approve Task Order 2 with Poe and Associates for \$58,837.12 in Construction Administrative services; • Authorized expenditures of \$65,000 for Task Order 2 and contingency; • Approve the associated budget amendment; and • Authorize the City Manager to sign related documents.	CC-25-43	Bill Millis
j.	Approve budget amendments to increase health insurance claims expenditures, health insurance reimbursement revenue, employee insurance premium revenue and related transfers from	CC-25-44	Christy Cluck

	other City and SUA Funds.		
k.	Approve the following annual plans for Community Development Block Grants for 2025 in compliance with required federal regulations and initiatives when receiving federal grant funds: • Anti-displacement Plan • Citizen Participation Plan • Fair Housing Plan • Minority/Women Business Enterprises Utilization Plan	CC-25-45	Shelly Crynes
l.	Consider approval of the following actions: • approve the award by Lippert Bros., Inc. contracts for PWP#4; • approve Amendment #4, Exhibit A-1 and Exhibit C-3 to the CMAR Agreement for conversion of PWP#4 to a partial Guaranteed Maximum Price of \$61,638; • approve Amendment 6F to McFarland's Professional Services Agreement (PSA) for construction administration services for a not-to-exceed fee of \$10,860; • authorize total expenditures of \$72,498 for PWP#4 for Stillwater Airport beacon relocation, CMAR markups and fees, construction administration and contingency; • authorize City Manager to sign related documents; and • approve associated budget amendments.	CC-25-46	Candy Staring
m.	Approve the acceptance of a FEMA Hazard Mitigation Grant in the amount of \$145,876.78 (\$136,759.49 at 75% federal cost share and \$9,117.29 at 100% federal cost share) as administered by the Oklahoma Department of Emergency Management and approve associated budget amendments.	CC-25-47	Rob Hill

5. 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.

6. 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.

7. 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 Text Amendment to Stillwater City Code Chapter 23, Land Development Code, Article XVI, Subdivision Preparation and Requirements, Division 2, Major Subdivisions, Section 23-327, Contents of the Final Plat, repealing all ordinances to the contrary; and providing for severability and declaring an emergency.	CC-25-48	David Barth
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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-2025-5: A RESOLUTION AMENDING THE CITY OF STILLWATER BUILDING PERMIT FEE SCHEDULE, SPECIFICALLY ADDING A TEMPORARY OCCUPANCY CERTIFICATE AND FIXTURE STOCKING FEE TO THE FEE SCHEDULE.	Jeff Mathews
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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. 3561: AN ORDINANCE AMENDING STILLWATER CITY CODE BY AMENDING CHAPTER 23, LAND DEVELOPMENT CODE, ARTICLE XVI, SUBDIVISION PREPARATION AND REQUIREMENTS, DIVISION 2, MAJOR SUBDIVISIONS, SECTION 23-327, CONTENTS OF THE FINAL PLAT; REPEALING ALL ORDINANCES TO THE CONTRARY; AND PROVIDING FOR SEVERABILITY AND DECLARING AN EMERGENCY
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Second Read

a.	ORDINANCE NO. 3557: AN ORDINANCE REZONING A TRACT OF LAND LOCATED AT 5599 W 6TH AVENUE FROM TWO-FAMILY AND MULTI-FAMILY (RTM) and COMMERCIAL GENERAL (CG) TO TWO-FAMILY AND MULTI-FAMILY (RTM)
b.	ORDINANCE NO. 3558: AN ORDINANCE AMENDING THE STILLWATER CITY CODE BY AMENDING CHAPTER 2, ADMINISTRATION, ARTICLE VI, FINANCIAL AFFAIRS, DIVISION 1, GENERALLY, BY AMENDING SECTION 2-586, SALE OF SURPLUS, OBSOLETE, ETC., CITY PROPERTY BY AMENDING THE NOTICE REQUIREMENT TO ALLOW FOR NOTICE ON THE CITY OF STILLWATER WEBSITE FOR DISPOSITION OF SURPLUS OR OBSOLETE PROPERTY; REPEALING ALL ORDINANCES TO THE CONTRARY; AND PROVIDING FOR SEVERABILITY.
c.	ORDINANCE NO. 3559: AN ORDINANCE CLOSING A PORTION OF RIGHTS-OF-WAY LOCATED AT NORTH AND EAST OF LOT FOUR (4), NORTHGATE COMMERCIAL AREA, FIRST SECTION IN SECTION 25, TOWNSHIP TWENTY (20) NORTH, RANGE TWO (2) EAST ON PROPERTY ADDRESSED 5021 N PERKINS ROAD

10. Appointments

a.	Board of Adjustment
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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 March 7, 2025 at 11:25 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.

