

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AGENDA WAS POSTED FEBRUARY 21, 2025 AT 11:15 A.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
FEBRUARY 24, 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. CONSENT DOCKET

- a. Approve February 10, 2025 regular meeting minutes
- b. Accept two utility easements at 219 W. Lakeview Road which is necessary for continued access to utilities in connection with a minor subdivision.
- c. Accept a 20-foot sanitary sewer easement from Bank SNB National Association for property located at 5021 N. Perkins Road which is necessary to provide continued access to sewer in connection with the construction of the SPS Operations of Education Services building.
- d. Accept right-of-way dedications for property addressed as 231 N. Husband Street which is necessary to meet city code requirements for widths of right-of-way in connection with a minor subdivision.
- e. Approve Memo to set the public hearing date for April 7, 2025 for the closing of a portion of a general utility, drainage and pedestrian easement on property located at 410 W Franklin Lane per application by Independent School District No. 16 as required by City Code 23-60(b).
- f. Approve budget amendments increasing Visitor Tax revenue projections and increasing transfer of tax revenue to the Destination Marketing Fund and Visitor Amenities Fund in the Stillwater Economic Development Authority.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR CLARK 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.

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

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

5. ITEMS REMOVED FROM CONSENT DOCKET

None.

6. PUBLIC HEARINGS

- a. Receive public comment regarding a request from Stillwater Star West, LLC for a map amendment, to rezone property addressed as 5599 W. 6th Avenue, also referred to as 5499 W. 6th Avenue, from RTM (Two-Family and Multi-Family) and CG (Commercial General) to RTM (Two-Family and Multi-Family) district.

Development Services Project Manager Josh Brown stated that the applicant requests review and approval of a map amendment to rezone the property addressed as 5599 W. 6th Avenue from Commercial General to Two-Family and Multi-Family zoning. This rezoning would make the entire parcel RTM zoning. Mr. Brown reported that the subject property is on the west side of Stillwater. This property does not have street frontage access but does have access off West 6th Avenue via a shared easement that crosses the O'Reilly Auto Parts Store.

Mr. Brown answered Council's questions.

Mayor Joyce opened the public hearing.

Donald Williams, C-Star Construction, gave a brief history of the property and spoke in favor of the applicant and the rezoning.

Mayor Joyce closed the public hearing.

Planning Commission recommended approval 4-0 with 1 abstention.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ACCEPT THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE THE MAP AMENDMENT FOR THE PROPERTY ADDRESSED AS 5499 W. 6TH AVENUE.

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 Halle Properties, LLC, for a Specific Use Permit , to allow Vehicle & Equipment Sales & Service on a portion of property addressed 1600 N Perkins Rd. in the CS (Commercial Shopping) district.

Development Services Project Manager Josh Brown requests review and approval of the Special Use Permit (SUP) to allow for a vehicle and equipment sales and service in the Commercial Shopping (CS) zoning district at the property addressed as 1600 North Perkins Road. The applicant is seeking this SUP to allow construction of a Direct Discount Tire store along the south boundary of the property. The majority of this property has been developed by Lowe's but the proposed development area is currently vacant. Mr. Brown stated the bays will face the south which will be towards the Cimarron Town Homes.

Mr. Brown answered Council's questions.

Mayor Joyce opened the public hearing.

Juan Vasquez, Vasquez Engineering, spoke on behalf of the applicant and answered Council's questions.

Mayor Joyce closed the public hearing.

Planning Commission recommended approval of the SUP with a 5-0 vote with the condition that an eight foot masonry wall be constructed between the project site and the Cimarron Townhomes to the south.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO ACCEPT THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE THE SUP WITH A 5-0 VOTE WITH THE CONDITION THAT AN EIGHT FOOT MASONRY WALL BE CONSTRUCTED BETWEEN THE PROJECT SITE AND THE CIMARRON TOWNHOMES TO THE SOUTH.

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 Independent School District No. 16 and Bank SNB, for closing of a portion of right-of-way at the property located at 5021 N. Perkins Road, more particularly described a portion of Northgate Drive and N Benjamin Street to and along Lot 4 of Northgate Commercial Area, First Section

Development Services Project Manager Josh Brown stated that the Independent School District No. 16 and Bank SNB (lease-purchase) request the closure of approximately 91,188 square feet of public right of way located at 5021 N Perkins Road. The right of way to be closed includes portions of Northgate Drive and Benjamin Street that were never improved and currently offer no public benefit. Closing this right of way will allow for future development in this area.

Mayor Joyce opened the public hearing.

Stephen Gose, Gose & Associates, spoke on behalf of the applicant. He reported the school does plan to put the bus facility here that is currently located at Lincoln Academy.

Mike Siegfried, 720 E. Northgate Drive, he spoke in favor of closing the road but he asked how the buses were going to access to and from the bus facility.

Mayor Joyce closed the public hearing.

City Attorney Kimberly Carnley stated that a motion to approve or deny the proposed closing is needed and the closing is acutally done by adoption of an ordinance later on the agenda.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ACCEPT THE STAFF'S RECOMMENDATION TO CLOSE APPROXIMATELY 91,188 SQUARE FEET OF PUBLIC RIGHT OF WAY LOCATED ALONG THE NORTH AND EAST BOUNDARIES OF LOT FOUR (4), NORTHGATE COMMERCIAL AREA, FIRST SECTION, LOCATED IN SECTION TWENTY-FIVE (25), TOWNSHIP TWENTY (20) NORTH, RANGE TWO (2) EAST.

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

7. GENERAL ORDERS

- a. Consider approval of agreement between Payne County and the City of Stillwater for Public Safety Communications Coordination for Interoperability.

Emergency Management Director Rob Hill that the agreement under consideration is between the City of Stillwater and Payne County, permitting Payne County to house equipment at the tower site and City

Hall. This equipment is essential for managing the system's functionality, performance, and diagnostics, ensuring reliable connectivity between tower sites and the primary CORE system in Tulsa.

Mr. Hill answered Council's questions.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO AUTHORIZE THE AGREEMENT BETWEEN PAYNE COUNTY AND THE CITY OF STILLWATER, PERMITTING THE CITY OF STILLWATER TO HOST PAYNE COUNTY'S RADIO EQUIPMENT AT THE PUBLIC SAFETY TOWER SITE AND CITY HALL TO SUPPORT AND ENHANCE THE COUNTY-WIDE RADIO SYSTEM FOR MUTUAL BENEFIT.

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 the following actions related to the construction of the new Airport terminal and Airport access road and roundabout improvements:
- approve the award by Lippert Bros., Inc. of contracts for PWP#3;
 - approve Amendment #3, Exhibit A-1 and Exhibit C-3 to the CMAR Agreement for conversion of PWP#3 to a partial Guaranteed Maximum Price of \$3,124,479;
 - authorize the City Manager to execute Amendment #3, Exhibit A-1 and Exhibit C-3 to the CMAR Services Agreement and related documents;
 - approve Amendment #9 to Olsson's Professional Services Agreement (PSA) for construction administration services for a not-to-exceed fee of \$39,300;
 - authorize the City Manager to execute Amendment #9 to Olsson's PSA and related documents;
 - authorize the City Manager to execute the ONG Agreement for a fee of \$229,250.47 and related documents;
 - authorize total expenditures of \$3,918,785 for PWP#3 roadway, drainage and detention construction work, CMAR markups and fees, construction administration, city-procured materials, fiber line materials and installation, gas utility relocation and contingency; and
 - approve associated budget amendments

Engineering Director Candy Staring stated she is here to discuss the Stillwater Regional Airport's Terminal Project. She reported that the subject of the presentation is on Work Package #3. Ms. Staring stated that staff is recommending contract award to Lippert Brothers and execution of the CMAR amendment #3 which is for the conversion to the Guaranteed Maximum Price for Work Package #3. Ms. Staring presented the different projects included in Work Packages #1 and #2 and also discussed the future work packages and costs of all the packages. She stated that the FAA grants have been very helpful in building what has been built so far so staff is hoping for more grants to be able to complete the parts of the project that are not yet funded. Ms. Staring presented and discussed Work Package #3 that is being considered tonight. Ms. Staring reported that the Transportation Project Advisory Committee voted in favor 4-0 to use the transportation sales tax fund for the roundabout because it will be a public benefit for more than just the airport.

Councilor Clark asked with all the commotion happening around Federal funding and grants, is there any concern about getting the funds they are being asked to authorize.

Airport Director Kelli Reed stated that the money that is in the work package presented tonight has already been approved by Council and encumbered. She stated that she has spoken with the FAA and the FAA is not concerned at this time. The future grants that staff will be requesting for the additional items being requested are received through the airport's entitlements because the airport has commercial service. Ms. Reed answered Council's questions.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO APPROVE STAFF'S RECOMMENDATION TO:

- APPROVE THE AWARD BY LIPPERT BROS., INC. OF CONTRACTS FOR PWP#3;
- APPROVE AMENDMENT #3, EXHIBIT A-1 AND EXHIBIT C-3 TO THE CMAR AGREEMENT FOR CONVERSION OF PWP#3 TO A PARTIAL GUARANTEED MAXIMUM PRICE OF \$3,124,479;
- AUTHORIZE THE CITY MANAGER TO EXECUTE AMENDMENT #3, EXHIBIT A-1 AND EXHIBIT C-3 TO THE CMAR SERVICES AGREEMENT AND RELATED DOCUMENTS;
- APPROVE AMENDMENT #9 TO OLSSON'S PROFESSIONAL SERVICES AGREEMENT (PSA) FOR CONSTRUCTION ADMINISTRATION SERVICES FOR A NOT-TO-EXCEED FEE OF \$39,300;
- AUTHORIZE THE CITY MANAGER TO EXECUTE AMENDMENT #9 TO OLSSON'S PSA AND RELATED DOCUMENTS;
- AUTHORIZE THE CITY MANAGER TO EXECUTE THE ONG AGREEMENT FOR A FEE OF \$229,250.47 AND RELATED DOCUMENTS;
- AUTHORIZE TOTAL EXPENDITURES OF \$3,918,785 FOR PWP#3 ROADWAY, DRAINAGE AND DETENTION CONSTRUCTION WORK, CMAR MARKUPS AND FEES, CONSTRUCTION ADMINISTRATION, CITY-PROCURED MATERIALS, FIBER LINE MATERIALS AND INSTALLATION, GAS UTILITY RELOCATION AND CONTINGENCY; AND
- APPROVE ASSOCIATED BUDGET AMENDMENTS

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

8. ORDINANCES

a. First Reading

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)

MOTION BY COUNCILOR HAWKINS, SECOND BY VICE MAYOR DZIALOWSKI TO ADVANCE ORDINANCE NO. 3557 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. 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.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR CLARK TO ADVANCE ORDINANCE NO. 3558 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. 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

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ADVANCE ORDINANCE NO. 3559 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

Ordinance No. 3555: An Ordinance Amending The Stillwater City Code By Amending Chapter 29, Motor Vehicles And Traffic, Article II, Administration And Enforcement, Division 1, Generally, Section 29-32, Duties Of City Manager, By Specifically Allowing The City Manager To Limit Or Extend Existing Established Parking Time Limits And Waiving Other Parking Restrictions As Deemed Necessary During Special Events; Repealing All Ordinances To The Contrary; And Providing For Severability; And Declaring An Emergency.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR CLARK TO ADOPT ORDINANCE NO. 3555 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 VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR CLARK DECLARING ORDINANCE NO. 3555 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. 3556: An Ordinance Amending The Stillwater City Code By Amending Chapter 33, Parks, Events And Recreation, Article 1, In General, Section 33-15, Camping Prohibited; Exceptions By Specifically Allowing The City Manager Authority To Grant Overnight Camping In City Parks And Public Areas During Special Events; Repealing All Ordinances To The Contrary; And Providing For Severability; And Declaring An Emergency.

MOTION BY COUNCILOR CLARK, SECOND BY VICE MAYOR DZIALOWSKI TO ADOPT ORDINANCE NO. 3556 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 COUNCILOR HAWKINS DECLARING ORDINANCE NO. 3556 AN EMERGENCY.

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

9. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the City Attorney: None.
- b. Miscellaneous items from the City Manager:
 - City Manager Brady Moore asked residents to save the date for the annual Household Hazardous Waste event on Saturday, April 26, from 8 a.m. to 1 p.m., at the Convenience Collection Center, located at 807 South Perkins Road. This event offers residents the opportunity to dispose of oil-based paint, pesticides & herbicides, lawn care products, pool chemicals, craft & hobby supplies, mixed

fuels, and pharmaceuticals for free. Please know, the Convenience Collection Center will be open for business as usual (not in conjunction with this event) to receive other items that may include a fee.

c. Miscellaneous items from the City Council:

- City Councilor Hardin announced that the annual “Trash-Off” event to help keep Stillwater beautiful, will be Saturday, March 29, from 9 a.m. to 12 p.m. Volunteers will meet at the Couch Park Pavilion at 1270 East Alcott Drive. Since work gloves, safety vests, and trash bags will be provided, volunteers are asked to RSVP by March 27, by calling (405) 533-8482, or email Chris Franks at: chris.franks@stillwaterok.gov
- City Councilor Clark asked residents to please join City staff for the Parks Open House on Thursday, February 27, beginning at 5:30 p.m., at the Stillwater Community Center, in room 121 and the main entryway area. City staff look forward to hearing your suggestions, concerns, and ideas about Stillwater parks, community spaces and facilities. Staff want to ensure our parks and public spaces meet the needs of our residents and families. There will be sign-ups for volunteer opportunities, and we plan to share information collected from recent park surveys.
- Councilor Hawkins announced that the City is accepting applications for various committees, including the Board of Drainage Appeals, Building Trades Board, and more. Committees are essential for increased development and infrastructure projects within our community. If anyone would like to get involved in their local government and help make Stillwater even greater, please consider serving on one or more of these committees.
- Vice Mayor Dzialowski announced that if anyone is looking for an environmentally-friendly way to save money on their water bill, they may want to purchase a rain barrel through the City of Stillwater. These barrels capture water from your roof and store it for future use. Using rain barrels also helps to reduce stormwater pollution by minimizing the amount of stormwater runoff that leaves a site. Online orders are due by April 28, at: <https://upcycle-products.com/ok-programs/stillwater>.
- Mayor Joyce reminded residents that the annual MidSouth Endurance Race and additional events will be Thursday, March 13, beginning at 3 p.m. through Sunday, March 16. The City is excited to welcome all MidSouth visitors and friends and wish the best of luck to participants. Please know, there will be road closures in various areas of town during the race, and traffic may be congested at times. The City asks that everyone allow additional travel time and keep an eye out for cyclists, runners, and walkers in and near roadways. We hope that everyone has a fun-filled, safe weekend – “celebrating hard challenges and the beauty of Oklahoma dirt roads.” For a schedule of events, go to midsouthgravel.com. Additional information, including road closures, will be shared on the City’s social media. A list of accounts is located at: stillwaterok.gov/contact.
- Mayor Joyce also thanked City staff for all their hard work and dedication in the cold and rainy weather.

i. Discussion about scheduling items for future meetings.

10. QUESTIONS & INQUIRIES

None.

11. ADJOURN

MOTION BY COUNCILOR HARDIN, SECOND BY VICE MAYOR DZIALOWSKI TO ADJOURN THE FEBRUARY 24, 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 February 24, 2025 regular meeting of the Stillwater City Council adjourned at 6:19 p.m.



WILLIAM H. JOYCE, MAYOR
STILLWATER CITY COUNCIL

TERESA KADAVY
CITY CLERK