



Together, Investing in Municipal Excellence

CITY COUNCIL MEETING AGENDA
MARCH 24, 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.	DeMolay Proclamation
b.	Flood Awareness Month Proclamation
c.	OSU Art Students, Chris Salmon Plaza Mural

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 March 10, 2025 regular meeting minutes		
b.	Approve budget amendment for \$10,000 donation from the Friends of the Library for a Stillwater community reading series.	CC-25-50	Stacy Delano
c.	Reject the bid received for Bid# 4-2025 for a new traffic pattern indicator/segmented circle due to	CC-25-51	Kellie Reed

	bid being over the project budget.		
d.	Accept a final plat for Parkview Section 10 Phase 1 to create 12 residential lots.	CC-25-52	Josh Brown
e.	Accept Parkview Section 10 Phase 1 water, sewer and paving improvements.	CC-25-53	Josh Brown
f.	Approve budget amendment returning the unspent appropriations from completed projects to the fund balance of the City capital fund.		Christy Cluck
g.	Approve budget amendments reflecting award of Internet Crimes Against Children and State and Community Highway Safety grant funds.		Christy Cluck
h.	Approve budget amendments to close out Federal Aviation Administration grant #3-40-0090-038-2022 for design of the new terminal.		Kellie Reed

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 request from Lambert Properties, LLC and CSCM Properties, LLC for a Map Amendment (MA25-01) to rezone from Two-Family & Multi-Family (RTM) and Two-Family Residential (RT) to all Two-Family & Multi-Family (RTM) district for the properties addressed as 814, 816, 818 and 820 N. Lincoln Str., 822 and 824 N. Lincoln Str., and 1102, 1104, 1106, 1108 and 1110 W. Tyler Avenue.	CC-25-54	Josh Brown
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8. General Orders

a.	Discussion and update regarding the response and recovery efforts related to the current State of Emergency for the March 14th wildfire and severe weather disaster. (No action will be taken on this item)
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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. 3563: AN ORDINANCE REZONING A TRACT OF LAND LOCATED AT 814, 816, 818 AND 820 N. LINCOLN STR., 822 AND 824 N. LINCOLN STR., AND 1102, 1104, 1106, 1108 AND 1110 W. TYLER AVENUE FROM TWO-FAMILY & MULTI-FAMILY (RTM) AND TWO-FAMILY RESIDENTIAL (RT) TO TWO-FAMILY & MULTI-FAMILY (RTM).
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Second 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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10. Appointments

a.	Stillwater Housing Authority	CC-25-55	Staff
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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 21, 2025 at 9:45 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.

Proclamation
Stillwater OKLAHOMA
stillwaterok.gov
Together, Investing in Municipal Excellence

WHEREAS, the Order of DeMolay is a youth organization dedicated to teaching young men to be better persons and leaders; and

WHEREAS, leadership skills, civic awareness, responsibility, and character development are learned through a variety of self-directed, real world applications and activities, building confidence, teaching responsibility, cooperation and community service, and fostering trust, respect, fellowship, patriotism, reverence, and sharing; and

WHEREAS, the Stillwater Chapter of DeMolay has served the community since 1921; and

WHEREAS, in March 2025, residents of Stillwater will join the members of DeMolay to celebrate the 106th Anniversary of the Order of DeMolay.

NOW, THEREFORE, I, William H. Joyce, Mayor of Stillwater, Oklahoma, do hereby proclaim March as the DeMolay Month in Stillwater.

WILLIAM H. JOYCE, MAYOR

ATTEST:

TERESA KADAVY, CITY CLERK

Proclamation
Stillwater OKLAHOMA
stillwaterok.gov
Together, Investing in Municipal Excellence

WHEREAS, historically, the greatest number of flood disasters in Oklahoma occurred during the spring season; and

WHEREAS, flooding causes billions of dollars in property damages and numerous deaths each year in the United States, and losses due to flooding are not covered under most homeowners or business insurance policies; and

WHEREAS, it is never safe to drive into flood waters and residents must be prepared with flood safety procedures; and

WHEREAS, the City of Stillwater is a participating community in the National Flood Insurance Program (NFIP) and is required to regulate floodplain development in partnership with the Oklahoma Water Resources Board, Oklahoma Insurance Department, Federal Emergency Management Agency, Oklahoma Emergency Management, Stillwater Emergency Management Agency, Oklahoma Municipal League, Oklahoma Legislature, Association of County Commissioners of Oklahoma, Oklahoma Emergency Managers Association, and Oklahoma Floodplain Managers Association to promote the beneficial uses and natural functions of the floodplain; and

WHEREAS, the NFIP allows residents of participating communities to purchase affordable flood insurance in exchange for regulating floodplain development; and

WHEREAS, it is important to promote the timely purchase of flood insurance in advance of Oklahoma's spring flooding season, as flood insurance policies generally require a 30-day waiting period.

NOW, THEREFORE, I, William H. Joyce, Mayor of Stillwater, Oklahoma, do hereby proclaim March 2025 as "Flood Awareness Month," in the City of Stillwater.

WILLIAM H. JOYCE, MAYOR

ATTEST:

TERESA KADAVY, CITY CLERK

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AGENDA WAS POSTED MARCH 7, 2025 AT 11:25 A.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
MARCH 10, 2025**

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

1. CALL MEETING TO ORDER

Vice Mayor Dzialowski called the meeting to order at 5:31 p.m.

2. PLEDGE OF ALLEGIANCE

The Stillwater City Council led the audience in the Pledge of Allegiance.

3. PROCLAMATIONS/PRESENTATIONS

a. Sunshine Week Proclamation

Vice Mayor Dzialowski read the proclamation declaring March 16-22, 2025 Sunshine Week in Stillwater. Carol Anderson with the League of Women's Voters presented the history of Sunshine Week and accepted the proclamation.

b. Citizen's Academy Class X

Lieutenant TJ Low explained the Citizen's Academy and the classes that the participants experience. He discussed the real-life scenarios that police officers experience every day, and the class gets to see firsthand. Lieutenant Low presented the Citizen's Academy Class X.

4. CONSENT DOCKET

- 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 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.
- f. Accept electric easement for Tract 1 of a minor subdivision at 223 S. Knoblock
- g. Accept a pedestrian easement at 2017 N. Boomer Road which is necessary for newly constructed sidewalk for a new commercial building.

- 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
- 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.
- j. Approve budget amendments to increase health insurance claims expenditures, health insurance reimbursement revenue, employee insurance premium revenue and related transfers from 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
- 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.
- 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.

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

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

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 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.

Development Services Director David Barth reported that City staff requests review and approval of a text amendment to update City Code Chapter 23, "Land Development Code," Article XVI, ; Division 2, "Major Subdivisions", Section 23-327, "Contents of the Final Plat." Paragraph (b).12 of Section 23-327 states that lots must be numbered consecutively on a final plat. He stated that in rare instances, there may be reason to allow lots to be numbered non-consecutively, especially when large, complicated developments are platted and developed in multiple phases, or when it is important for a proposed plat to be consistent with prior action related to the development. Mr. Barth answered Council's questions.

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

The Planning Commission recommended approval of the proposed text amendment with 5-0 vote.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO APPROVE THE PLANNING COMMISSION'S RECOMMENDATION AND APPROVE THE TEXT AMENDMENT TO CHAPTER 23, LAND DEVELOPMENT CODE, ARTICLE XVI, SUBDIVISION PREPARATION AND REQUIREMENTS, DIVISION 2, MAJOR SUBDIVISIONS, SECTION 23-327 CONTENTS OF THE FINAL PLAT.

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

8. RESOLUTIONS

- 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.

Building and Fire Code Services Director Jeff Mathews reported that these fees have been brought before the Building Relations Committee several times and recently they unanimously approved these fees. Mr. Mathews explained how these fees help with the expenses of issuing a Temporary Occupancy Certificate and Fixture Stocking Fee. Mr. Mathews answered Council's questions.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO ADOPT RESOLUTION NO. CC-2025-5 AS PRESENTED.

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

9. ORDINANCES

- a. First Reading

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

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO ADVANCE ORDINANCE NO. 3561 TO SECOND READ AS PRESENTED.

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

NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS DECLARING ORDINANCE NO. 3561 AN EMERGENCY.

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

b. Second 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 COUNCILOR CLARK TO ADOPT ORDINANCE NO. 3557 AS PRESENTED.

ROLL CALL VOTE: DZIALOWSKI-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA.
NAY-NONE. MOTION CARRIED WITH FOUR 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 COUNCILOR HARDIN, SECOND BY COUNCILOR HAWKINS TO ADOPT ORDINANCE NO. 3558 AS PRESENTED.

ROLL CALL VOTE: DZIALOWSKI-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA.
NAY-NONE. MOTION CARRIED WITH FOUR 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 HARDIN TO ADOPT ORDINANCE NO. 3559 AS PRESENTED.

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

10. APPOINTMENTS

a. Board of Adjustment

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO APPOINT ROB LAMECKER TO THE BOARD OF ADJUSTMENT FOR A THREE TERM ENDING IN 2028.

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

11. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the City Attorney: None.
- b. Miscellaneous items from the City Manager:

- City Manager Brady Moore announced that the annual “Trash-Off” event will be Saturday, March 29th, from 9 a.m. to 12 p.m. The City asks that volunteers RSVP by March 27, so that they can be provided with work gloves, safety vests, and trash bags. Volunteers will meet at the Couch Park Pavilion at 1270 East Alcott Drive. For more information or to RSVP, call Chris Franks at (405) 533-8482, or email at: chris.franks@stillwaterok.gov.
- c. Miscellaneous items from the City Council:
- Councilor Hardin asked residents to please mark their calendars for the annual Household Hazardous Waste event on Saturday, April 26th, from 8 a.m. to 1 p.m., at the Convenience Collection Center. This is an opportunity to dispose of oil-based paint, pesticides & herbicides, mixed fuels, and other hazardous materials for free. The Convenience Collection Center, located at 807 South Perkins Road, will also be open for business as usual, when this event occurs.
 - Councilor Clark announced that on the April 1st ballot, voters will see a proposition for a new Animal Welfare facility. Stillwater Animal Welfare is an essential function of safety and emergency response efforts under the Police Department, with certified officers trained to safeguard public health and eliminate neglect and abuse of animals. They received nearly 5,000 calls for service in 2024, which is almost 1,000 more than the previous year. The need is here and will continue to increase.
 - Councilor Hawkins reminded residents that if they’re looking for a way to reduce their water bill, that is also environmentally friendly, they may want to purchase a rain barrel through the City of Stillwater. Rain barrels capture water from your roof and store it for future use. This also helps reduce stormwater pollution by minimizing the amount of runoff that leaves a site. To order a rain barrel, go online to: stillwaterok.gov/stormwater, before April 28.
 - Vice Mayor Dzialowski announced that the annual MidSouth Endurance Race and events are this week, beginning Thursday, March 13th, at 3 p.m. through Sunday, March 16th. The City is excited to welcome all MidSouth participants and visitors. Please know, there will be some temporary road closures in areas of town during the race, and traffic may move a little slower at times. Residents may want to allow additional travel time and watch out for cyclists, runners, and walkers in and near the roadways.
- i. Discussion about scheduling items for future meetings.

12. QUESTIONS & INQUIRIES

None.

13. ADJOURN

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ADJOURN THE MARCH 10, 2025 REGULAR MEETING OF THE STILLWATER CITY COUNCIL.

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

The March 10, 2025 regular meeting of the Stillwater City Council adjourned at 5:58 p.m.

WILLIAM H. JOYCE, MAYOR
CITY OF STILLWATER

TERESA KADAVY
CITY CLERK

REPORT TO: CITY COUNCIL

MEETING DATE: MARCH 24, 2025



Agenda Item:	4.b. CC-25-50
Previous/Related Action:	
Background/Issue:	The Stillwater Public Library received a \$10,000 donation from its Friends of the Library for the execution of Stillwater Reads, a community-wide reading series for adults and elementary school-aged children.
Proposal/Solution:	Approval of the attached budget amendments will allow the use of the donation for the reading series.
Financial Source/Impact:	The budget amendments reflect an increase to the donation revenue account by \$10,000 and a corresponding increase to the donation expenditure account.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT #5 UNIQUE CULTURE
Recommended Action/Motion:	Motion to approve budget amendments reflecting receipt and appropriation of \$10,000 in donations to the Stillwater Public Library.
Prepared By:	Stacy Delano, Library Director
Reviewed By:	Teresa Kadavy
Submitted By:	Brady Moore, City Manager

Attachments

1. BA.donation.FOL.3.17.25signed



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: 03/17/2025

Department: Library

Requested by: Stacy Delano, library director

Explanation:

Donation REVENUE
The library received \$10,000 in donations from the Friends of the Library for the Stillwater Reads community series.

Account Name	Account Number (xxxxxx-xxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Designated Donat/Donations	1015510 - 48701	20LB05101	\$ 0	\$ 10,000	\$ 10,000
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

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

\$ 10,000

Reviewed by Department Manager:

Date: 03/17/2025

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:

--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: 03/17/2025

Department: Library

Requested by: Stacy Delano, library director

Explanation:

Donation EXPENDITURE

The library received \$10,000 in donations from the Friends of the Library for the Stillwater Reads community series.

Account Name	Account Number (xxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
FOL Misc/Donations	1015510 - 53041	20LB05101	\$ 1,858	\$ 10,000	\$ 11,858
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

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

\$ 10,000

Reviewed by Department Manager:

Date: 03/17/2025

Reviewed by Finance:

Date:

Approved by CMO:

Date:

Approved by City Council:

Date:

Processed by Finance:

Date:

Set ID:

Date Sent to SA&I:

--Print on Yellow Paper--

REPORT TO: CITY COUNCIL

MEETING DATE: MARCH 24, 2025



Agenda Item:	4.c. CC-25-51
Previous/Related Action:	
Background/Issue:	OSU Flight School entered into a MOU with the City of Stillwater to fully fund design and construction of a new traffic pattern indicator (TPI) and segmented circle as required for their ability to operate as an FAA Part 141 flight school. The airport enlisted design support from the airport engineer on record, KSA, who designed the project and is supporting project construction management.
Proposal/Solution:	The TPI/segmented circle project received only one bid, from Civil Builders, LLC, that came in at \$101,100.00, over triple the estimated construction cost of \$27,390.00. Stillwater Regional Airport, OSU Flight School, and the project engineer recommend rejecting the high bid and re-advertising the project.
Financial Source/Impact:	A budget amendment will be forthcoming upon future successful bid for this project. In accordance with the MOU, OSU will be reimbursing the City of Stillwater for all associated project design and construction costs.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT
Recommended Action/Motion:	Motion to reject bid for a new traffic pattern indicator/segmented circle due to bid being over the project budget.
Prepared By:	Kellie Reed, Airport Director
Reviewed By:	Kellie Reed Christy Cluck Teresa Kadavy
Submitted By:	Brady Moore, City Manager

Attachments

1. MOU - City of Stillwater - Traffic Pattern Indicator

MEMORANDUM OF UNDERSTANDING

Part 141 Flight School Requirement for Traffic Pattern Indicator at Stillwater Regional Airport

This agreement is entered into on this ____ day of _____, 2024, between the City of Stillwater, a municipal corporation ("Stillwater") and Oklahoma State University, a public land grant university ("OSU"),

WITNESSETH:

WHEREAS, Stillwater owns and operates Stillwater Regional Airport (the "Airport"); and

WHEREAS, Oklahoma State University operates a Part 141 Flight School on the Airport ("Flight School"); and

WHEREAS, OSU's Flight School requires implementation of a traffic pattern indicator to meet the requirements of 14 C.F.R. § 141.38(d); and

WHEREAS, the traffic pattern indicator is not a requirement of the Airport, but a requirement for operation of the Part 141 Flight School; and

WHEREAS, only the City of Stillwater is authorized to make amendments to the airfield as the owner and operator of the Airport; and

WHEREAS, the City of Stillwater is willing to design and implement the traffic pattern indicator for the benefit of the continued operation of OSU's Flight School in accordance with Federal Aviation Administration (FAA) standards and pursuant to the terms and conditions set forth herein;

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS HEREINAFTER CONTAINED TO BE KEPT AND PERFORMED BY THE PARTIES HERETO AND UPON THE PROVISIONS AND CONDITIONS HEREINAFTER SET FORTH, STILLWATER AND OSU DO HEREBY AGREE AS FOLLOWS:

- 1. TRAFFIC PATTERN INDICATOR IMPLEMENTATION:** The City of Stillwater agrees to design and implement the required traffic pattern indicator at Stillwater Regional Airport based on the dimensions provided to the City of Stillwater (Exhibit A) and OSU shall pay for the total actual project costs for implementation.

The total estimated project costs are as follows:

Professional Services \$ 7,000.00

KSA Engineers, Inc. professional services for design, bidding and construction administration for the Segmented Circle and Traffic/Pattern/Direction Indicator Project (Exhibit B)

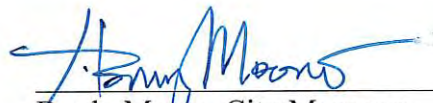
Construction Estimate \$27,390.00
(Exhibit C)

Estimated Total Project Costs \$34,390.00

2. **Payment of Funds:** OSU shall reimburse the City of Stillwater for the total actual project costs upon receipt of invoice from Stillwater.
3. **Maintenance:** OSU shall be responsible for any and all costs of periodic maintenance of the improvements as required by the FAA for operation of a Part 141 flight school at the airport. The City of Stillwater shall be responsible for minor maintenance of the traffic pattern indicator which includes upkeep of pavement markings.
4. **Benefit of Parties:** This agreement is for the sole benefit of Stillwater and OSU and nothing in this agreement is intended to confer any rights or remedies on any other person or entity.
5. **Authority of Signatories:** The signatories to this agreement, by signing this agreement, represent that they have obtained authority to enter into this agreement on behalf of the respective parties to this agreement and bind such parties to all terms and conditions contained in this agreement.
6. **Counterparts:** This agreement may be executed by the parties in more than one counterpart, each of which may be deemed as an original instrument.

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

CITY OF STILLWATER
a municipal corporation



Brady Moore, City Manager

OKLAHOMA STATE UNIVERSITY



Eric Polak, Interim Senior Vice President of
Administration and Finance

REPORT TO: CITY COUNCIL

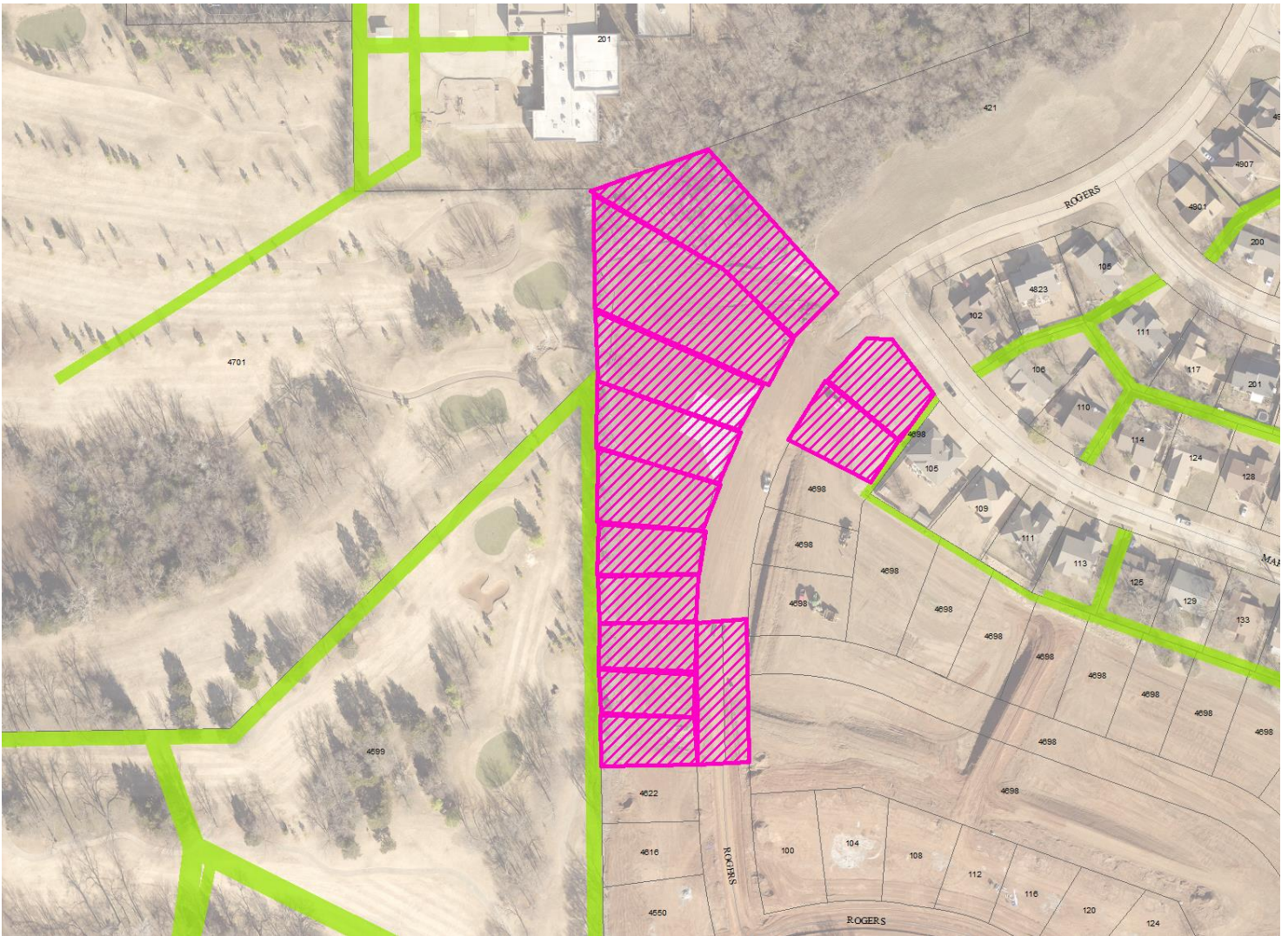
MEETING DATE: MARCH 24, 2025



Agenda Item:	4.d. CC-25-52
Previous/Related Action:	
Background/Issue:	KMR Development, LLC. requests approval of a final plat, known as Parkview Estates Section 10, Phase 1. This plat consists of 12 lots at property located in the Park View Estates Subdivision along N Rogers Drive. The Park View Estates Section 10 preliminary plat was approved by Planning Commission on January 11, 2022, and has been granted two-12 month extensions. The most recent approval of the preliminary plat, which includes 37 residential lots, was extended by Planning Commission on January 7, 2025. The developer has since decided to plat Section 10 in two phases. The plat for Phase 1 includes 12 residential lots located along N Rogers Drive. Zoning for this development is Small Lot Single-Family Residential (RSS). Public Improvements for Phase 1 of Section 10 are complete and are scheduled for acceptance on the following agenda item.
Proposal/Solution:	The Planning Commission recommended approval of this Final Plat with a vote of 5-0
Financial Source/Impact:	There are no impacts to the City budget with this request.
Related Strategic Priority:	#4 CONNECTED SPACES #5 UNIQUE CULTURE
Recommended Action/Motion:	Motion to accept the Planning Commission's recommendation and approve the Final Plat for Parkview Section 10, Phase 1.
Prepared By:	Josh Brown
Reviewed By:	David Barth Brady Moore Teresa Kadavy
Submitted By:	Brady Moore, City Manager

Attachments

1. Area Map
2. Plan Park View Est, Sec. 10, Ph 1 02-20-25
3. Doc PC Meeting Summary 02.25.2025



Stillwater OKLAHOMA
stillwaterok.gov

Project Type: Final Plat (SUB24-12)
Request: Final Plat for Parkview Estates, Sec. 10, Phase 1
Address: N Rogers Dr
Applicant: KMR Development / Jimbo Carnley

OWNER’S CERTIFICATE

STATE OF OKLAHOMA)
SS
COUNTY OF PAYNE)

KMR DEVELOPMENT, LLC, AN OKLAHOMA LIMITED LIABILITY COMPANY, IS THE OWNER OF THE PROPERTY DESCRIBED IN THE FINAL PLAT OF PARK VIEW ESTATES, SECTION 10 – PHASE 1, A SUBDIVISION OF PART OF THE NE/4, SECTION 35, TOWNSHIP 20 NORTH, RANGE 2 EAST OF THE INDIAN MERIDIAN, PAYNE COUNTY, STATE OF OKLAHOMA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

TRACT 1:
A TRACT OF LAND THAT IS PART OF THE NE/4, SECTION 35; TOWNSHIP 20 NORTH, RANGE 2 EAST OF THE INDIAN MERIDIAN, PAYNE COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, SAID TRACT OF LAND BEING DESCRIBED AS FOLLOWS:
COMMENCING AT THE NORTHWEST CORNER OF SAID NE/4; THENCE SOUTH 00°52'01" EAST ALONG THE EAST LINE OF SAID NE/4 FOR 610.00 FEET TO A FOUND 1/2" IRON PIN BEING THE POINT OF BEGINNING OF SAID TRACT OF LAND; THENCE NORTH 70°27'50" EAST FOR 163.46 FEET TO A FOUND 1/2" IRON PIN; THENCE SOUTH 41°59'56" EAST FOR 255.28 FEET TO A FOUND 1/2" IRON PIN ON THE WEST RIGHT OF WAY LINE OF NORTH ROGERS DRIVE; THENCE SOUTHERLY ALONG SAID RIGHT OF WAY LINE ON A CURVE TO THE LEFT HAVING A RADIUS OF 579.02 FEET, A CHORD BEARING OF SOUTH 23°35'04" WEST, AND A CHORD DISTANCE OF 478.70 FEET FOR AN ARC LENGTH OF 493.50 FEET; THENCE NORTH 89°10'02" EAST FOR 70.00 FEET; THENCE SOUTH 02°14'32" EAST FOR 184.71 FEET; THENCE SOUTH 88°48'55" WEST AND ALONG THE NORTH LINE LOT 1, BLOCK 1, PARK VIEW ESTATES, SECTION EIGHT, AN ADDITION TO THE CITY OF STILLWATER, PAYNE COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF FOR 199.08 FEET TO THE NORTHWEST CORNER OF SAID LOT 1 BEING A 1/2" IRON PIN ON THE WEST LINE OF SAID NE/4; THENCE NORTH 00°52'01" WEST ALONG SAID WEST LINE FOR 761.53 FEET TO THE POINT OF BEGINNING OF SAID TRACT OF LAND.
SAID TRACT OF LAND CONTAINS 3.654 ACRES, MORE OR LESS.

AND

TRACT 2:
A TRACT OF LAND THAT IS PART OF THE NE/4, SECTION 35; TOWNSHIP 20 NORTH, RANGE 2 EAST OF THE INDIAN MERIDIAN, PAYNE COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, SAID TRACT OF LAND BEING DESCRIBED AS FOLLOWS:
COMMENCING AT THE NORTHWEST CORNER OF SAID NE/4; THENCE NORTH 89°19'08" EAST ALONG THE NORTH LINE OF SAID NE/4 FOR 454.25 FEET; THENCE SOUTH 00°40'52" EAST FOR 895.64 FEET TO A FOUND 5/8" IRON PIN AT THE NORTHWEST CORNER OF LOT 3, PARKVIEW ESTATES, SECTION NINE, AN ADDITION TO THE CITY OF STILLWATER, PAYNE COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF, SAID POINT BEING THE POINT OF BEGINNING OF SAID TRACT OF LAND; THENCE SOUTH 36°28'19" WEST FOR 140.07 FEET; THENCE NORTH 62°13'06" WEST FOR 127.71 FEET TO A POINT ON THE EAST RIGHT OF WAY LINE OF NORTH ROGERS DRIVE; THENCE NORTHERLY ALONG SAID RIGHT OF WAY LINE ON A CURVE TO THE RIGHT HAVING A RADIUS OF 509.02 FEET, A CHORD BEARING OF NORTH 36°48'11" EAST, AND A CHORD DISTANCE OF 170.54 FEET FOR AN ARC LENGTH OF 171.35 TO THE INTERSECTION OF THE EAST RIGHT OF WAY LINE OF ROGERS DRIVE AND THE SOUTH RIGHT OF WAY LINE OF EAST MARIE DRIVE; THENCE SOUTH 84°46'41" EAST ALONG THE SOUTH RIGHT OF WAY LINE OF MARIE DRIVE FOR 33.85 FEET TO A FOUND 1/2" IRON PIN; THENCE SOUTH 36°45'47" EAST ALONG SAID SAID RIGHT OF WAY LINE FOR 88.54 FEET THENCE SOUTHEASTERLY ALONG SAID RIGHT OF WAY LINE ON A CURVE TO THE LEFT HAVING RADIUS OF 535.20 FEET, A CHORD BEARING OF SOUTH 38°05'21" EAST, AND A CHORD DISTANCE OF 11.98 FEET FOR AN ARC LENGTH OF 11.98 FEET TO THE POINT OF BEGINNING OF SAID TRACT OF LAND.
SAID TRACT OF LAND CONTAINS 0.496 ACRES, MORE OR LESS.

THE ABOVE LEGAL DESCRIPTIONS WERE PREPARED BY CLAYTON CANTRELL, OKLAHOMA PLS #1802, NOVEMBER 7, 2024.

THE OWNER HEREBY CERTIFIES THAT THE SUBJECT PROPERTY HAS BEEN SURVEYED, SUBDIVDED, AND PLATTED IN ACCORDANCE WITH ALL APPLICABLE LAWS, ORDINANCES, CODES AND REGULATION, AND DOES HEREBY DEDICATE ALL PUBLIC WAYS, STREETS, RIGHT-OF-WAY, PUBLIC AREAS, AND/OR EASEMENTS SHOWN ON THIS FINAL PLAT TO THE CITY OF STILLWATER
SUBSCRIBED THIS ____ DAY OF FEBRUARY, 2025.

JAMES R. CARNLEY III, MANAGING MEMBER

STATE OF OKLAHOMA)
SS
COUNTY OF PAYNE)

ON THIS ____ DAY OF FEBRUARY 2025, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE COUNTY AND STATE AFORESAID, PERSONALLY APPEARED JAMES R. CARNLEY III, MANAGING MEMBER, TO ME KNOWN TO BE THE IDENTICAL PERSON (S) WHO SUBSCRIBED THE NAME OF THE MAKER THEREOF TO WITHIN AND FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME AS THEIR FREE AND VOLUNTARY ACT AND DEED, AND AS THEIR 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.

MY COMMISSION EXPIRES 11/09/2026.
My COMMISSION NO. 18011428.

NOTARY PUBLIC

SURVEYOR’S CERTIFICATION

STATE OF OKLAHOMA)
SS
COUNTY OF PAYNE)

I, CLAYTON CANTRELL, A LICENSED PROFESSIONAL LAND SURVEYOR NO. 1802, IN THE STATE OF OKLAHOMA HEREBY CERTIFY THAT THE FINAL PLAT OF PARK VIEW ESTATES, SECTION 10 – PHASE 1, CORRECTLY REPRESENTS A CAREFUL SURVEY THEREOF MADE UNDER MY SUPERVISION AND ANY MONUMENTS SHOWN THEREON ACTUALLY EXIST AND RESPECTIVE POSITIONS ARE CORRECTLY SHOWN, THAT THIS SURVEY MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYORS AS ADOPTED BY THE OKLAHOMA STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS.

DATE OF LAST SITE VISIT: OCTOBER 29, 2024.
WITNESS MY HAND AND SEAL THIS ____ DAY OF FEBRUARY, 2025.

CLAYTON CANTRELL
LICENSED PROFESSIONAL LAND SURVEYOR
OKLAHOMA NO. 1802

STATE OF OKLAHOMA)
SS
COUNTY OF PAYNE)

ON THIS ____ DAY OF FEBRUARY, 2025, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE COUNTY AND STATE AFORESAID, PERSONALLY APPEARED CLAYTON CANTRELL, TO ME KNOWN TO BE THE IDENTICAL PERSON (S) WHO SUBSCRIBED THE NAME OF THE MAKER THEREOF TO WITHIN AND FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME AS THEIR FREE AND VOLUNTARY ACT AND DEED, AND AS THEIR 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.

MY COMMISSION EXPIRES 11/09/2026.
My COMMISSION NO. 18011428.

NOTARY PUBLIC

OWNERS NOTARY

SURVEYOR’S SEAL

SURVEYOR’S NOTARY

OWNER/DEVELOPER

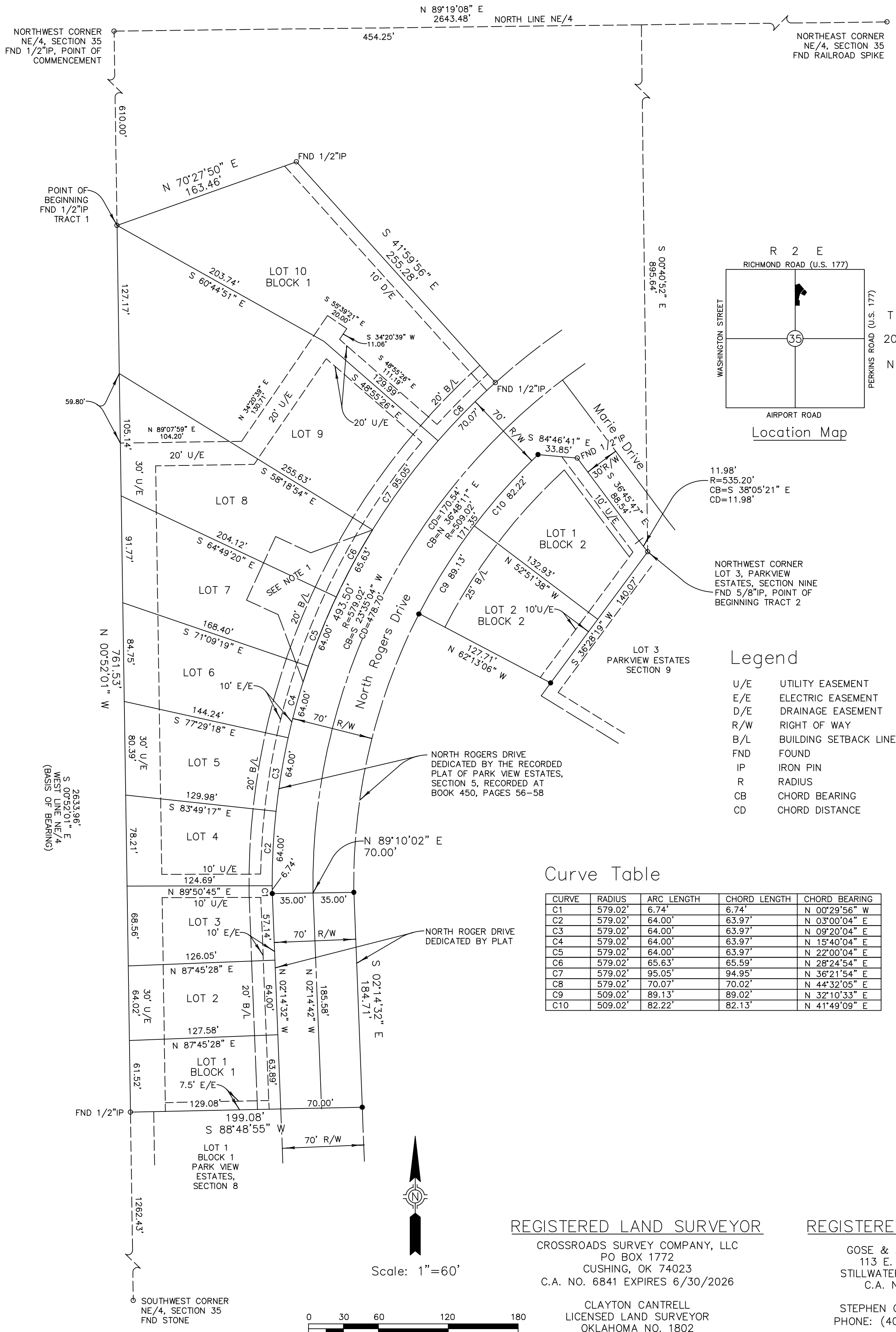
KMR DEVELOPMENT, LLC
P.O. BOX 9515
TULSA, OK 74157

Final Plat

of

PARK VIEW ESTATES SECTION 10 - PHASE 1

a Part of the NE/4
Section 35, T-20-N, R-2-E
Payne County, Oklahoma



COUNTY TREASURER’S CERTIFICATE

I, THE UNDERSIGNED, DO HEREBY CERTIFY THAT I AM THE DULY ELECTED, QUALIFIED, AND ACTING COUNTY TREASURER OF PAYNE COUNTY, STATE OF OKLAHOMA, THAT THE TAX RECORD OF SAID COUNTY SHOWS ALL TAXES ARE PAID FOR THE YEAR 2024 AND ALL PRIOR YEARS ON THE LAND SHOWN AS PARK VIEW ESTATES, SECTION 10 PHASE 1, IN PAYNE COUNTY, OKLAHOMA, AND THAT THE REQUIRED STATUTORY SECURITY HAS BEEN DEPOSITED IN THE OFFICE OF THE COUNTY TREASURER GUARANTEEING PAYMENT OF THE CURRENT YEARS TAXES.

IN WITNESS WHEREOF, SAID TREASURER HAS CAUSED THIS INSTRUMENT TO BE EXECUTED AT STILLWATER, OKLAHOMA, ON THIS ____ DAY OF _____, 2025.

COUNTY TREASURER

CERTIFICATE OF PLANNING COMMISSION

I, CHAIR OF THE PLANNING COMMISSION OF THE CITY OF STILLWATER, OKLAHOMA, HEREBY CERTIFY THE SAID PLANNING COMMISSION DULY APPROVED THE FINAL PLAT OF PARK VIEW ESTATES, SECTION 10 – PHASE 1, CITY OF STILLWATER, OKLAHOMA, THIS ____ DAY OF _____, 2025.

CHAIR

CERTIFICATE OF CITY CLERK

I, CITY CLERK OF THE CITY OF STILLWATER, OKLAHOMA HEREBY CERTIFY THAT I HAVE EXAMINED THE RECORDS OF SAID CITY AND FIND THAT ALL DEFERRED PAYMENTS ON UNMATURED INSTALLMENTS UPON SPECIAL ASSESSMENTS HAVE BEEN PAID IN FULL AND THAT THERE ARE NO SPECIAL ASSESSMENT PROCEDURES NOW PENDING AGAINST THE LAND SHOWN ON THE FINAL PLAT OF PARK VIEW ESTATES, SECTION 10 – PHASE 1, CITY OF STILLWATER, OKLAHOMA, THIS ____ DAY OF _____, 2025.

CITY CLERK

ACCEPTANCE OF DEDICATION BY CITY COUNCIL

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF STILLWATER, OKLAHOMA, THAT THE DEDICATION SHOWN ON THE FINAL PLAT OF PARK VIEW ESTATES, SECTION 10 – PHASE 1, AN ADDITION TO THE CITY OF STILLWATER, OKLAHOMA IS HEREBY ACCEPTED.

ADOPTED BY THE COUNCIL OF THE CITY OF STILLWATER, THIS ____ DAY OF _____, 2025.

ATTEST:

CITY CLERK

MAYOR

Notes

- PORTION OF PROPERTY THAT HAS BEEN VACATED IN THE DISTRICT COURT OF PAYNE COUNTY, STATE OF OKLAHOMA, CASE NO. CJ–2024–282, FILED JUNE 11, 204 IN THE DISTRICT COURT OF PAYNE COUNTY, OKLAHOMA.
- THE BEARINGS SHOWN HEREON ARE BASED ON A BEARING OF SOUTH 00°52'01" EAST ALONG THE WEST LINE OF THE NE/4.
- SET 3/8" IRON PIN AT ALL LOT CORNERS UNLESS NOTED OTHERWISE.
- TRACT 1 CONTAINS 3.654 ACRES, MORE OR LESS.
TRACT 2 CONTAINS 0.496 ACRES, MORE OR LESS.

PAYNE COUNTY
TREASURER

CITY CLERK

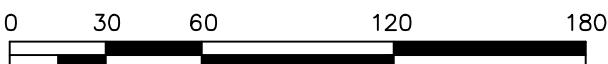
REGISTERED LAND SURVEYOR

CROSSROADS SURVEY COMPANY, LLC
PO BOX 1772
CUSHING, OK 74023
C.A. NO. 6841 EXPIRES 6/30/2026

REGISTERED ENGINEER

GOSE & ASSOCIATES
113 E. 8TH AVE
STILLWATER, OK 74074
C.A. NO. 1640

STEPHEN C. GOSE, P.E.
PHONE: (405) 743–4907



Scale: 1"=60'

STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF February 25, 2025
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED February 21, 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

STAFF PRESENT

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

MEMBERS ABSENT

Staff Absent

1. CALL MEETING TO ORDER.

2. GENERAL ORDERS:

- a. Request review and approval of a final plat, **SUB24-12**, from KMR Development, LLC for Park View Estates, Section 10, Phase 1 creating 12 residential lots in the Small Lot Single-Family Residential (RSS) district in the area of property addressed as 4800 N. Rogers Drive.

Joshua Brown, Development Services presents staff's report and asks if there are any questions.

Commissioner Shanahan asks if the drainage issue was addressed by staff. Joshusa responds that staff has had to receive and accept a final drainage report for the final plat to be able to be presented.

Chair Phillips asks if there any further questions; none respond. Chair Phillips asks for findings and alternatives.

Josh presents findings and alternatives, which are:

Findings:

1. The preliminary plat expiration date is January 7, 2026
2. The C3 Plan recommends low density uses at this location.

Alternatives:

1. Accept findings and approve the final plat as presented.
2. Approve the final plat with conditions, noting what conditions should be met for the approval.
3. Reject findings and deny the final plat as presented.

Vice-Chair Prather moved to accept findings and approve the final plat as presented, Commissioner Peters seconds.

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

Time: 5 minutes

REPORT TO: CITY COUNCIL

MEETING DATE: MARCH 24, 2025



Agenda Item:	4.e. CC-25-53
Previous/Related Action:	
Background/Issue:	KMR Development, LLC. requests acceptance of public improvements for Section 10 Phase 1 in the Park View Estates Subdivision.
Proposal/Solution:	City Code states that upon completion of public infrastructure improvements that have been constructed in accordance with the City's regulations, the improvements shall be dedicated to the City. Acceptance of such improvements requires Council action. Acceptance of easements is routine and there are no practical alternatives. The improvements for this development consist of: • 1024 lineal feet of sanitary sewer line. • 630 lineal feet of water line. • 2404 square yards of pavement.
Financial Source/Impact:	There are no additional financial impacts from the acceptance of these improvements.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT #5 UNIQUE CULTURE
Recommended Action/Motion:	Motion to accept the improvements for Parkview Section 10 Phase 1.
Prepared By:	Josh Brown
Reviewed By:	David Barth Brady Moore Teresa Kadavy
Submitted By:	Brady Moore, City Manager

Attachments

None

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: 03/06/2025

Department: Finance

Requested by: Christy Cluck

Explanation: Expenditures:
This amendment returns the unspent appropriations from projects to the fund balance of the city capital fund.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:					\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:					\$ 0
Body Worn Cameras	1056025 - 54008	22PD02105	\$ 48	(\$ 48)	\$ 0
Boomer Lake Dock	1055010 - 54010	23PR02105	\$ 228,735	(\$ 29,835)	\$ 198,900
Armory Roof	1055010 - 54009	23PR03105	\$ 64,760	(\$ 22)	\$ 64,738
	-				\$ 0
	-				\$ 0

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

(\$ 29,905)

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance: Christy Cluck

Date: 3-6-2025

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: 03/12/2025

Department: Police

Requested by: Royce Stephens

Explanation:

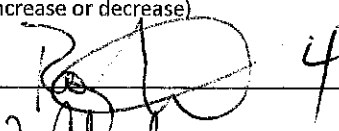
Revenue:

Increase budget to reflect award of Internet Crimes Against Children (ICAC) grant funds for FY25. This grant provides funding for travel and training to the NW ICAC & Technology Conference for 3 Detectives.

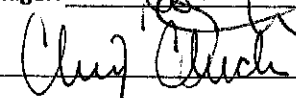
	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	FY25 ICAC Grant/Fed Grant	1016025 - 43100	25PD02101	\$ 0	\$ 7,707	\$ 7,707
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
Decrease:		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0

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

\$ 7,707

Reviewed by Department Manager:  4

Date: 3/12/25

Reviewed by Finance: 

Date: 3-13-25

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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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: 03/12/2025

Department: Police

Requested by: Royce Stephens

Explanation:

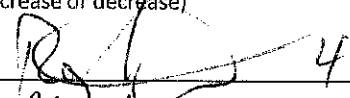
Expenditure:

Appropriate funds for the Internet Crimes Against Children (ICAC) grant for FY25. This grant provides funding for travel and training to the NW ICAC & Technology Conference for 3 Detectives.

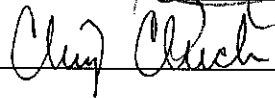
Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase: FY25 ICAC Grant/Training	1016025 - 53055	25PD02101	\$ 17,294	\$ 450	\$ 17,744
FY25 ICAC Grant/Travel	1016025 - 53068	25PD02101	\$ 25,000	\$ 7,257	\$ 32,257
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

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

\$ 7,707

Reviewed by Department Manager:  4

Date: 3/12/25

Reviewed by Finance: 

Date: 3-13-25

Approved by CMO: _____

Date: _____

Approved by City Council: _____

Date: _____

☐ Yes

☐ No

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: 03/12/2025

Department: Police

Requested by: Royce Stephens

Explanation:

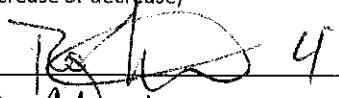
Revenue:

Increase budget to reflect award of State and Community Highway Safety grant funds for FY25. This grant provides funding for overtime pay for high-visibility enforcement with an emphasis in impaired driving (alcohol and drug) and general traffic enforcement in support of state and national goals to reduce the incidence of KA crashes in the community. Also, provides reimbursement for travel to annual conference/training held by the Oklahoma Highway Safety Office.

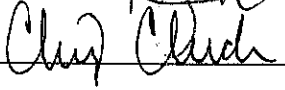
Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:					
FY25 OHSO Traffic Grant/Fed Grant	1016025 - 43100	25PD04101	\$ 0	\$ 21,500	\$ 21,500
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:					
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

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

\$ 21,500

Reviewed by Department Manager:  4

Date: 3/12/25

Reviewed by Finance: 

Date: 3-13-25

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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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: 03/12/2025

Department: Police

Requested by: Royce Stephens

Explanation:

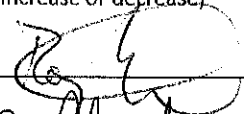
Expenditure:

Appropriate funds for the State and Community Highway Safety grant for FY25. This grant provides funding for overtime pay for high-visibility enforcement with an emphasis in impaired driving (alcohol and drug) and general traffic enforcement in support of state and national goals to reduce the incidence of KA crashes in the community. Also, provides reimbursement for travel to annual conference/training held by the Oklahoma Highway Safety Office.

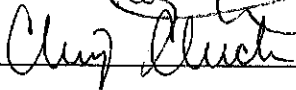
Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:					
FY25 OHSO Traffic Grant/Travel	1016025 - 53068	25PD04101	\$ 25,000	\$ 1,500	\$ 26,500
FY25 OHSO Traffic Grant/Overtime	1016025 - 51003		\$ 477,500	\$ 20,000	\$ 497,500
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:					
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

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

\$ 21,500

Reviewed by Department Manager:  4

Date: 3/12/25

Reviewed by Finance: 

Date: 3-13-25

Approved by CMO: _____

Date: _____

Approved by City Council: _____

Date: _____

☐ Yes

☐ No

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: 03/12/2025

Department: Airport

Requested by: Kellie Reed

Explanation:

Revenue:

This amendment reflects the reimbursement received from the FAA for the difference in an estimated payment made compared to the actual cost. This amendment also reduces the Federal grant revenue to be received due to the project being completed under budget.

	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	Terminal 038-22/Reimbursements	8207010 - 48702	22AP27820	\$ 0	\$ 29,943	\$ 29,943
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
Decrease:	Terminal 038-22/Fed Grant	8207010 - 43100	22AP27820	\$ 127,642	(\$ 92,126)	\$ 35,516
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0

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

(\$ 62,183)

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance: Chap Cluck

Date: 3-18-2025

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: 03/12/2025

Department: Airport

Requested by: Kellie Reed

Explanation: Expenditure:
This amendment returns the unspent appropriations from the project to the fund balance of the Airport Grant fund.

	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
Decrease:	Terminal 038-22/Const Prof Serv	8207010 - 54020	22AP27820	\$ 28,575	(\$ 28,575)	\$ 0
	Terminal 038-22/Cap Grant Match	8207010 - 54030	22AP27820	\$ 43,847	(\$ 43,847)	\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0

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

(\$ 72,422)

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance: Chris Church

Date: 3-18-2025

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--

REPORT TO: CITY COUNCIL

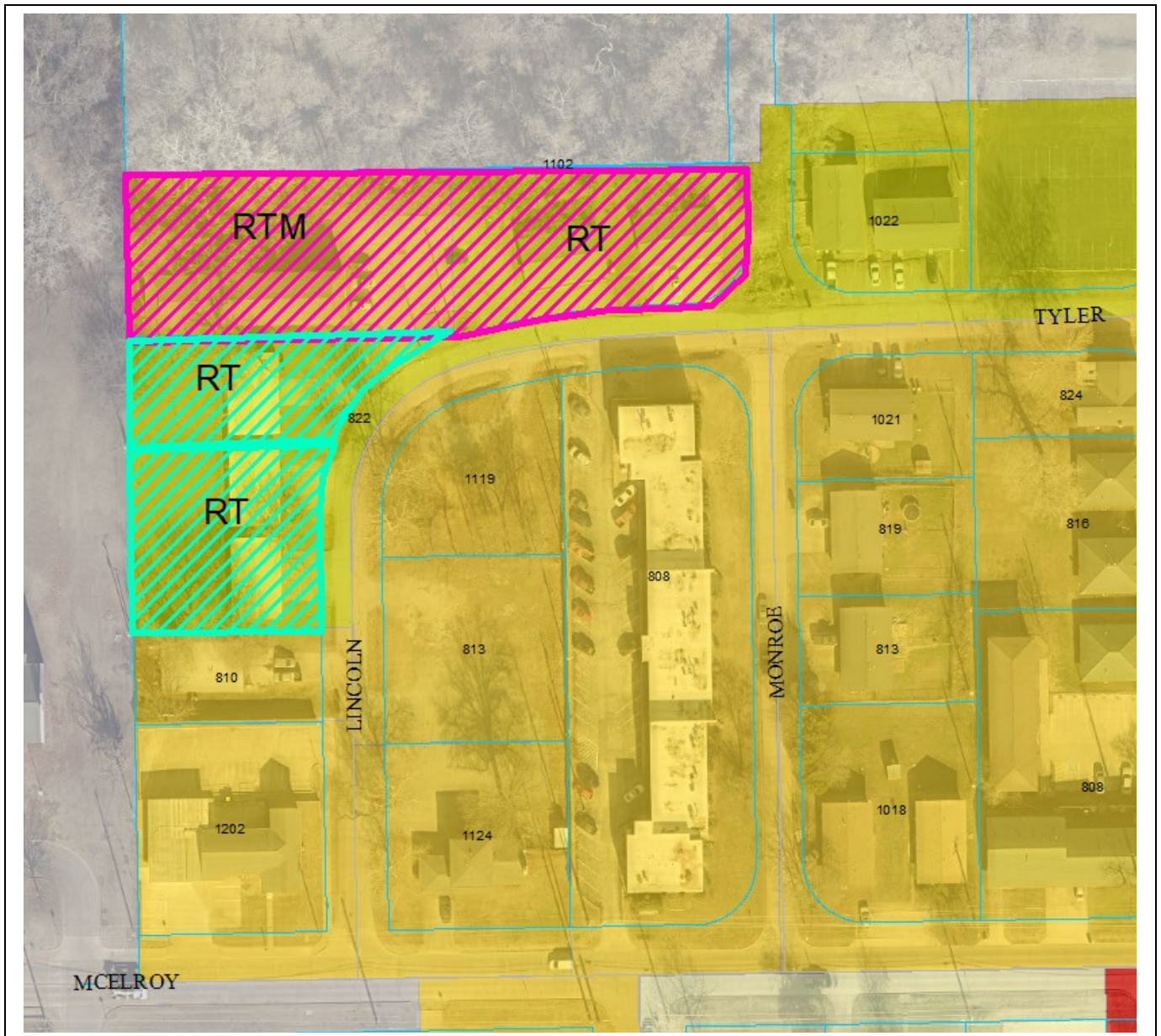
MEETING DATE: MARCH 24, 2025



Agenda Item:	7.a. CC-25-54
Previous/Related Action:	
Background/Issue:	Lambert Properties, LLC & CSCM Properties, LLC requests review and approval of a Map Amendment to rezone the properties addressed as 814, 816, 818 and 820 N Lincoln Street, 822 and 824 N Lincoln Street, and 1102, 1104, 1106, 1108 and 1110 W. Tyler Avenue from Two-Family Residential (RT) & Two-Family & Multi-Family Residential (RTM) to only Two-Family & Multi-Family Residential (RTM). The N Lincoln properties are surrounded by RTM zoning on all sides except to the west which is University (U) zoning. 1102 W Tyler currently has split zoning with the west half of the lot already zoned RTM and the east side zoned Two-Family Residential (RT). Large Lot Single-Family (RSL) zoning borders 1102 W Tyler to the north. These properties are located near the northern boundary of the OSU campus. OSU student housing is immediately west of the subject properties.
Proposal/Solution:	The Planning Commission recommended approval of this Map Amendment with a vote of 5-0.
Financial Source/Impact:	There are no impacts to the City budget with this request.
Related Strategic Priority:	#4 CONNECTED SPACES #5 UNIQUE CULTURE
Recommended Action/Motion:	Motion to accept the Planning Commission's recommendation and approve the Map Amendment addressed as 814, 816, 818 and 820 N. Lincoln Street, 822 and 824 N. Lincoln Street, and 1102, 1104, 1106, 1108 and 1110 W. Tyler Avenue.
Prepared By:	Josh Brown
Reviewed By:	David Barth Brady Moore Teresa Kadavy
Submitted By:	Brady Moore, City Manager

Attachments

1. Area Map - MA25-01
2. Zoning Comparison Chart, RT to RTM
3. PC Mtg Summary 02.25.2025



Stillwater OKLAHOMA
stillwaterok.gov

Project Type: Map Amendment (MA25-01)
Request: Rezone 3 properties from RT and RTM to RTM
Address: 814, 816, 818 and 820 N. Lincoln Str., 822 and 824 N. Lincoln Str., and 1102, 1104, 1106, 1108 and 1110 W. Tyler Avenue
Applicant: Bancroft Design o/b/o Lambert Properties & CSCM Properties

ZONING COMPARISON CHART		
	RT (Residential Two-family)	RTM (Residential Two-family and Multi-family)
Min Lot Size	7,500 square feet	20,000 square feet
Min Lot Width/Depth	60/100 feet	100/130 feet
Max Structure Height	35 feet	35 feet
Min Front Yard	20 feet/10 feet from alley	20 feet/10 feet from alley
Min Side Yard - boundary with:		
Residential district	5 feet	5 feet
Commercial district	15 feet	15 feet
Industrial district	15 feet	15 feet
Min Rear Yard - boundary with:		
Residential district	20 feet	20 feet
Any other district	20 feet	20 feet
Max Lot Coverage	40 percent	40 percent
Landscaping/Screening (earth berms, shrubs, fences, decorative man-made materials, trees)	No requirements	Required for parking lots only
Permitted Uses by Right (Uses in <i>italic</i> are allowed in both zoning districts)	• Conventional single-family • Residential design manufactured home • <i>Two-family (duplex)</i>	• Boarding House/Rooming House • Church and Religions Institutions • Multiple-family with a maximum gross density of 20 units per acre • Townhome • <i>Two-family (duplex)</i>

Draft until approved at the next regular meeting:
STILLWATER PLANNING COMMISSION SUMMARY
REGULAR MEETING OF February 25, 2025
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING
LAW, THE AGENDA WAS POSTED 2/21/2025, 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

STAFF PRESENT

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

MEMBERS ABSENT

Staff Absent

3. PUBLIC HEARING

- b. Receive public comment regarding a request from Lambert Properties, LLC and CSCM Properties, LLC for a **Map Amendment (MA25-01)** to rezone from Two-Family & Multi-Family (RTM) and Two-Family Residential (RT) to all Two-Family & Multi-Family (RTM) district for the properties addressed as 814, 816, 818 and 820 N. Lincoln Str., 822 and 824 N. Lincoln Str., and 1102, 1104, 1106, 1108 and 1110 W. Tyler Avenue.

Joshua Brown, Project Manager, presents staff report and asks if there are any questions; none respond.

Chair Phillips asks the applicant or representative to speak.

Mr. Aaron Ferguson, Bancroft Design, 923 S. Lowry comes to speak on the following:

- Here on behalf of the applicant
- They are requesting to rezone all properties to RTM.
- Applicants don't have specific plans but does want to rezone.

Mr. Ferguson asks if there are any questions; none respond.

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; none respond. Chair Phillips closes the public hearing and ask for staff's findings and alternatives.

Joshua presents findings and alternatives, which are:

Findings:

1. The Land Development Code allows for rezoning of land via Map Amendments.
2. RTM zoning is located in the vicinity.
3. The Comprehensive Plan calls for low density residential 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 recommend the City Council disapprove 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.

Joshua asks if there are any questions of staff; none respond.

Chair Phillips asks for discussion; none respond.

Vice-Chair Prather moved to accept findings and recommend that the City Council approve the proposed map amendment as presented, Commissioner Shanahan seconded.

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

Time: 6 minutes

ORDINANCE NO. 3563

AN ORDINANCE REZONING A TRACT OF LAND LOCATED AT 814, 816, 818 AND 820 N. LINCOLN STR., 822 AND 824 N. LINCOLN STR., AND 1102, 1104, 1106, 1108 AND 1110 W. TYLER AVENUE FROM TWO-FAMILY & MULTI-FAMILY (RTM) AND TWO-FAMILY RESIDENTIAL (RT) TO TWO-FAMILY & MULTI-FAMILY (RTM).

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

Parcels located at 814, 816, 818 AND 820 N. LINCOLN STR., 822 AND 824 N. LINCOLN STR., AND 1102, 1104, 1106, 1108 AND 1110 W. TYLER AVENUE:

LOT FORTY-FOUR, HILLCREST HEIGHTS, BEING A SUBDIVISION OF A PART OF THE SOUTHEAST QUARTER OF SECTION 10, TOWNSHIP 19 NORTH, RANGE 2 EAST OF THE INDIAN MERIDIAN, IN THE CITY OF STILLWATER, PAYNE COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF AND LOT FORTY-FIVE OF THE AMENDED PLAT OF LOTS 35, 35, 40, 45, AND 46, HILLCREST HEIGHTS, A SUBDIVISION OF A PART OF THE SOUTHEAST QUARTER OF SECTION 10, TOWNSHIP 10 NORTH, RANGE 2 EAST OF THE INDIAN MERIDIAN, IN THE CITY OF STILLWATER, PAYNE COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF; AND LOT FORTY-SIX OF THE AMENDED PLAT OF LOTS 34, 35, 40, 45, AND 46 OF HILLCREST HEIGHTS, BEING A SUBDIVISION OF PART OF THE SOUTHEAST QUARTER OF SECTION 10, TOWNSHIP 19 NORTH, RANGE 2 EAST OF THE INDIAN MERIDIAN, PAYNE COUNTY, OKLAHOMA, LESS AND EXCEPT A TRACT BEGINNING AT THE EXTREME NORTHEAST CORNER OF SAID LOT 46, THENCE WEST ON THE NORTH LINE OF LOT 46 A DISTANCE OF 60 FEET, THENCE SOUTH TO A POINT THAT INTERSECTS THE EAST LINE OF SAID LOT 46, THENCE NORTHEASTERLY ALONG LOT LINE HAVING A RADIUS OF 109.3 FEET TO A POINT 4.73 FEET SOUTH OF THE POINT OF BEGINNING, THENCE NORTH 4.73 FEET TO THE POINT OF BEGINNING; AND LOT THIRTY-FIVE, ACCORDING TO THE AMENDED PLAT OF LOTS THIRTY-FOUR, THIRTY-FIVE, FORTY, FORTY-FIVE, AND FORTY-SIX, HILLCREST HEIGHTS, PAYNE COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF; AND A PART OF LOT FORTY-SIX, ACCORDING TO THE AMENDED PLAT OF LOTS THIRTY-FOUR, THIRTY-FIVE, FORTY, FORTY-FIVE, AND FORTY-SIX, HILLCREST HEIGHTS, A SUBDIVISION OF A PART OF THE SOUTHEAST QUARTER, OF SECTION TEN, TOWNSHIP NINETEEN NORTH, RANGE TWO EAST OF THE INDIAN MERIDIAN, PAYNE COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF, MORE PARTICULARLY DESCRIBED AS FOLLOWS, TO-WIT: BEGINNING AT THE NORTHEAST CORNER OF SAID LOT FORTY-SIX, THENCE SOUTH 4.73 FEET; THENCE IN A SOUTHWESTERLY DIRECTION ALONG A LEFT CURVE OF 459.27 FEET RADIUS, A DISTANCE OF 20.12 FEET; THENCE SOUTHWESTERLY ALONG A LEFT CURVE OF 109.3 FEET RADIUS, A DISTANCE OF 50.4 FEET TO A POINT 148.72 FEET EAST OF THE WEST LINE OF SAID LOT FORTY-SIX; THENCE NORTH 40.03 FEET TO THE NORTH LINE OF SAID LOT FORTY-SIX; THENCE EAST 60 FEET TO THE POINT OF BEGINNING.

be and the same is hereby rezoned from RTM (TWO-FAMILY & MULTI-FAMILY) AND RT (TWO-FAMILY RESIDENTIAL) to RTM (TWO-FAMILY & MULTI-FAMILY).

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: 03/24/2025
Second Reading:

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

(AMENDMENTS HIGHLIGHTED BY STRIKETHROUGH AND UNDERLINING)

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

SECTION 1: That 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, be amended to read as follows:

Sec. 23-327. Contents of the final plat.

- (a) A final plat shall be prepared for submission to the planning commission and city council for approval. All final plat applications shall include:
 - (1) Completed application and checklist on the appropriate form furnished by development services department;
 - (2) A nonrefundable application fee;
 - (3) Complete AutoCAD plan drawings for inclusion in GIS system;
 - (4) Six copies of the plat map, a 24-inch by 36-inch plat drawn at a scale of 50 or 100 feet to one inch;
 - (5) Final drainage study and drainage plan must be submitted no later than the final plat application submittal;
 - (6) Improvement plans must be submitted no later than the final plat application submittal;
 - (7) The area of each lot, outlot, and public ground in square feet rounded to the nearest square foot and in table format on a separate document.
- (b) The final plat shall show the following:
 - (1) The scale, north point and date.
 - (2) Title, including:
 - a. The name of subdivision with phase and section number. Amended final plats that have been previously approved shall have the phrase "replat of" before the subdivision name along with a description of the portion of the original plat being replatted.
 - b. The name of city, county, and state.
 - c. The location of the subdivision referenced to section, range, and township.
 - (3) The location and description of all section corners and permanent survey monuments in or near the tract to at least two of which the subdivision shall be referenced. Reference, based upon State Plane Oklahoma North with NAD83 datum, may be by separate digital submission once final plat is ready for recording.
 - (4) The length of all required lines dimensioned in feet and decimals thereof, and the value of all required true bearings dimensioned in degrees, minutes and seconds as hereafter specified.
 - (5) The boundary lines of the land being subdivided and the location of all subdivisions, and rights-of-way, immediately adjacent to the perimeter of the subdivision.

- (6) The lines of all proposed rights-of-way and easements fully dimensioned by lengths and bearings.
- (7) All curves including rights-of-way and property lines shall be labeled with a number or alphabetical letter. The curve data labeled with matching numbers or alphabetical letters shall be shown on the plat in tabular form.
- (8) The full name of all proposed streets as defined in section 23-81.
- (9) The centerline and width of all rights-of-way.
- (10)The lines of all proposed lots fully dimensioned by lengths and bearings, except where a lot line is parallel with a block line, the bearing may be omitted.
- (11)The lines of all proposed outlots or public grounds fully dimensioned by lengths and bearings. Public grounds shall be labeled as such. Outlots shall be labeled with the word "Outlot" followed by a consecutive lettering system starting with the letter A.
- (12)Unless otherwise approved in writing by the Development Services Director,
~~t~~The blocks numbered consecutively throughout the entire subdivision and the lots numbered consecutively throughout each block.
- (13)The location, width, and purpose (i.e., drainage, utility, pedestrian, etc.) of all proposed easements with dimensions to be dedicated with the plat.
- (14)Statement dedicating any right-of-way, easements, or land to be used for streets, alleys, ways, commons or other public areas to the "City of Stillwater, Oklahoma, a municipal corporation," in accordance with 11 O.S. § 41-109.
- (15)Signature blocks containing the following shall be included on the approved final plat prior to filing with the county clerk:
 - a. Signed owner's certificate and dedication.
 - b. Licensed professional engineer or registered land surveyor's certificate, signed and sealed.
 - c. Certificate for release of mortgage for any portion dedicated to the public.
 - ~~ed~~. Certification of planning commission approval.
 - ~~fe~~. Certification of city council approval.
 - ~~gf~~. County treasurer certificate.

SECTION 2: REPEALER. All ordinances or parts of ordinances conflicting or inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 3: SEVERABILITY. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by a Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portion of this Ordinance.

SECTION 4: EMERGENCY CLAUSE. It being immediately necessary for the preservation of the public peace, health, safety, and welfare of the City of Stillwater and the inhabitants thereof that this ordinance be put into full force and effect, an emergency is hereby declared to exist by reason whereof this ordinance shall be in full force and effect from and after its passage and approval.

PASSED, APPROVED, AND ADOPTED THIS 24TH DAY OF MARCH, 2025.

WILLIAM H. JOYCE, MAYOR

(SEAL)
ATTEST:

TERESA KADAVY, CITY CLERK

APPROVED AS TO FORM AND LEGALITY THIS 24TH DAY OF MARCH, 2025.

TAMMY EWING, ASSISTANT CITY ATTORNEY

EMERGENCY CLAUSE

**THE EMERGENCY CLAUSE IS HEREBY PASSED, APPROVED AND ADOPTED
THIS 24TH DAY OF MARCH, 2025.**

ATTEST: _____
William H. Joyce, Mayor

Teresa Kadavy, City Clerk

(SEAL)

Approved as to form and legality, this 24th day of March, 2025.

Tammy Ewing, Assistant City Attorney

First Reading: 3/10/2025
Second Reading: 03/24/2025

REPORT TO: CITY COUNCIL

MEETING DATE: MARCH 24, 2025



Agenda Item:	10.a. CC-25-55
Previous/Related Action:	
Background/Issue:	The Stillwater Housing Authority consists of five members each serving a three-year term. Debbie Tiger's term ended in February 2025, and she has asked to be reappointed.
Proposal/Solution:	Reappoint Debbie Tiger to a three-year term on the Stillwater Housing Authority that will expire in February 2028.
Financial Source/Impact:	N/A
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT #6 ENGAGED & INVESTED RESIDENTS
Recommended Action/Motion:	Recommend reappointment of Debbie Tiger to another three-year term on the Stillwater Housing Authority that will expire in February 2028.
Prepared By:	Staff
Reviewed By:	Teresa Kadavy
Submitted By:	Brady Moore, City Manager

Attachments

None