



Together, Investing in Municipal Excellence

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY MEETING AGENDA
JUNE 2, 2025

723 S. Lewis Street, Room 1122 B
Stillwater, OK 74074
5:30 PM

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

1. Call Meeting to Order

2. Consent Docket

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

a.	Approve May 5, 2025 regular meeting minutes	
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3. Public Comment on Items not Scheduled for Public Hearings

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

4. Items Removed from the Consent Docket

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

5. Resolution

a.	RESOLUTION NO. SEDA-2025-2: A RESOLUTION OF THE STILLWATER ECONOMIC DEVELOPMENT AUTHORITY ADOPTING AN OPERATING BUDGET FOR THE FISCAL YEAR 2025-26.
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6. Questions and Inquiries

7. Reports from Officers and Boards

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

8. Adjourn

On May 30, 2025 at 9:30 a.m., a true and correct copy of this agenda was posted on the kiosk outside City Hall, 723 S. Lewis Street, Stillwater, OK.

The City of Stillwater encourages participation from all citizens. If participation at any public meeting is not possible due to a disability, please notify the City Manager's office at least 48 hours prior to the meeting by calling 405.742.8243.

- Meetings are televised on AT&T U-verse channel 99 and Optimum channel 14.
- Find meeting agendas and minutes online at [Agendas and Minutes](#)
- Official minutes are archived in the City Clerk's office.

IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA
WAS POSTED MAY 2, 2025 AT 11:00 A.M. AT THE MUNICIPAL BUILDING,
723 SOUTH LEWIS, STILLWATER, OKLAHOMA

MINUTES
STILLWATER ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
MAY 5, 2025

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

ABSENT: NONE

1. CALL MEETING TO ORDER

Chair Joyce called the meeting to order at 6:05 p.m.

2. CONSENT DOCKET

- a. Approve April 7, 2025 regular meeting minutes.
- b. Approve Professional Services Agreement with Visit Stillwater for long-range strategic destination marketing and management professional services in the amount of \$1,260,000

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HARDIN 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.

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

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

4. ITEMS REMOVED FROM CONSENT DOCKET

None.

5. QUESTIONS & INQUIRIES

None.

6. APPOINTMENTS

- a. Tourism Advisory Committee

MOTION BY CHAIR JOYCE, SECOND BY TRUSTEE HAWKINS TO APPOINT VICE MAYOR AMY DZIALOWSKI AS CHAIR, CHRIS NORRIS AS REPRESENTATIVE OF VISIT STILLWATER, KYLE WRAY AS REPRESENTATIVE OF OKLAHOMA STATE UNIVERSITY, BEHFAR JAHANSHAH TO THREE-YEAR TERM EXPIRING JUNE 30, 2028, REAPPOINT KRISTINE WAITS TO A NEW THREE-YEAR TERM EXPIRING JUNE 30, 2028 AND REAPPOINT JAY MARTIN TO A NEW THREE-YEAR

TERM EXPIRING JUNE 30, 2028, TO FILL THE HOTEL/MOTEL AFFILIATED SPOT, TO THE TOURISM ADVISORY COMMITTEE.

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

7. REPORTS FROM OFFICERS & BOARDS

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

8. ADJOURN

MOTION BY TRUSTEE HARDIN, SECOND BY TRUSTEE CLARK TO ADJOURN THE MAY 5, 2025 REGULAR MEETING OF THE STILLWATER ECONOMIC DEVELOPMENT AUTHORITY.

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

The regular meeting of the Stillwater Economic Development Authority adjourned at 6:07 p.m.

WILLIAM H. JOYCE, CHAIR
STILLWATER ECONOMIC DEVELOPMENT
AUTHORITY

TERESA KADAVY, SECRETARY
STILLWATER ECONOMIC DEVELOPMENT
AUTHORITY

RESOLUTION NO. SEDA-2025-2

“A RESOLUTION OF THE STILLWATER ECONOMIC DEVELOPMENT
AUTHORITY ADOPTING AN OPERATING BUDGET FOR THE FISCAL
YEAR 2025-26.”

WHEREAS, 60 O.S. §176 H provides that public trusts shall file annually, with their beneficiary, copies of financial documents and reports sufficient to demonstrate the fiscal activity of such trust, including, but not limited to, budgets, financial reports, bond indentures, and audits; and

WHEREAS, the Trustees have reached agreement regarding the estimated revenues and expenditures for the various departments within the trust for the 2025-26 fiscal year operating budget; and

WHEREAS, the 2025-26 fiscal year operating budget shall be adopted by the Trustees.

NOW, THEREFORE BE IT RESOLVED BY THE TRUSTEES:

Section 1. That the 2025-26 fiscal year operating budget attached hereto be adopted in the amounts reflected therein.

Section 2. That this resolution and a copy of the adopted budget be filed with the Stillwater City Clerk.

PASSED, APPROVED AND ADOPTED by the Trustees and SIGNED by the
CHAIR of the STILLWATER ECONOMIC DEVELOPMENT AUTHORITY, this 2nd day of
June, 2025.

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY

WILLIAM H. JOYCE, CHAIR

(SEAL)

ATTEST:

TERESA KADAVY, SECRETARY

APPROVED AS TO FORM AND LEGALITY on this 2nd day of June, 2025.

KIMBERLY CARNLEY, GENERAL COUNSEL

Stillwater Economic Development Authority
Financial Plan for Fiscal Year 2026
Stillwater, Oklahoma

	General Operating Fund	Business Improvement District #1 Fund	Destination Marketing Fund	Tax Increment Financing District #1 Fund	Tax Increment Financing #3 Series A Repayment Fund	Tax Increment Financing District #4 Fund	Tax Increment Financing #3 Downtown/Campus Link Fund	Tax Increment Financing District #5 Fund	Visitor Amenities Fund	Total Combined Funds
<u>Resources and Transfers</u>										
Beginning Balance	\$339	\$0	\$501,392	\$106	\$75,158	\$0	\$681,162	\$684,264	\$1,795,009	\$3,737,430
Interest	0	0	0	0	0	0	0	240,000	0	\$240,000
Transfers In	360,911	0	1,260,000	165,000	0	0	685,000	0	540,000	\$3,010,911
Total Resources and Transfers	361,250	0	1,761,392	165,106	75,158	0	1,366,162	924,264	2,335,009	6,988,341
<u>Expenses and Transfers</u>										
Operating	361,250	0	1,260,000	165,000	0	0	1,265,500	0	0	\$3,051,750
Capital	0	0	0	0	0	0	0	0	0	\$0
Debt	0	0	0	0	0	0	0	420,000	0	\$420,000
Transfers Out	0	0	0	0	0	0	0	0	0	\$0
Total Expenses and Transfers	361,250	0	1,260,000	165,000	0	0	1,265,500	420,000	0	3,471,750
Ending Balance	\$0	\$0	\$501,392	\$106	\$75,158	\$0	\$100,662	\$504,264	\$2,335,009	\$3,516,591