**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW**
**THE AGENDA WAS POSTED JULY 3, 2025 AT 1:45 P.M.**
**AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

# MINUTES
# STILLWATER CITY COUNCIL
# REGULAR MEETING
# COUNCIL HEARING ROOM
# 723 S. LEWIS
# JULY 7, 2025

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

## 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 June 16, 2025 regular meeting minutes
b. Approve a Sublease Agreement for FY25-26 with Stillwater Trailrider's, Inc. for the operation of a motorcycle and all-terrain vehicle recreational area on land leased by the City from OSU.
c. Approve carry forward of budget appropriations from FY25 to FY26.
d. Approve Encroachment Agreement and Release of Liability with The Gamma Delta Chapter of Sigma Chi House Corporation, and Gamma Delta Investors, LLC, for encroaching into the closed alley/proposed utility easements in Block Three of the West College Addition and authorize the Mayor to execute the Agreement.
e. Award bid #14-2025 for a passenger boarding bridge at the Stillwater Regional Airport terminal to Oshkosh AeroTech, LLC in the amount of $1,150,522 and authorize the City Manager to sign related documents.
f. Award bid #19-2025 for furniture, furnishings, and equipment at the Stillwater Regional Airport terminal to L&M Office Furniture in the amount of $467,638.84 and authorize the City Manager to sign related documents.
g. Approve Use & Lease Agreement between City of Stillwater/Stillwater Regional Airport and American Airlines and authorize the City Manager to sign related documents.
h. Acceptance of two waterline easements and an electric easement for a new subdivision named Stonewall Ranch located outside city limits.
i. Acceptance of an Electric Easement for OSU at the Michael Morgan Building located at 1110 S Innovation Way.
j. Memo to set the public hearing for a closing of an easement at 707 E Airport Road for The Hub II commercial project.
k. Approve Task Order No. 2 with Gose & Associates for design and construction administration related services for various sidewalk improvements throughout the City, authorize expenditures not to exceed $173,253, authorize the City Manager to sign related documents, and approve the related budget amendment.
l. Approve budget amendments reflecting revenues and expenditures related to the issuance of General Obligation Limited Tax Bonds, Series 2025 on June 27, 2025.

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

ROLL CALL VOTE: JOYCE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA, HARDIN-YEA.
NAY-NONE. MOTION CARRIED WITH FOUR 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. RESOLUTIONS**

a. Resolution No. CC-2025-12; SUA-2025-3: A resolution amending Terms and Conditions of Service for Municipal Utilities by amending Section I, General Information, Chapter 2, General Policies by amending Section 1.2.5, Denial of Service; Adding Section 1.2.11, Unified Bill; Adding Section 1.2.12, Identity Theft Prevention Policy; Amending Section 1, General Information, Chapter 3, Special Programs by amending Section 1.3.3, Utility Assistance Program; Amending Section II, Policy Manual For Utility Accounts, Billing, & Collections, Chapter 4, Fraudulent Use of Utility Services by adding Section 2.4.7, Deceased Account Holder; and by amending Section III, Definitions.

City Attorney Kimberly Carnley reported that staff requested updates to the Utility Terms & Conditions of Service to ensure they are up to date. A redlined copy of changes is attached to the agenda packet and available online. New sections were added to address unified bills and identity theft protection, and deceased account holders. Revisions were made to the utility assistance program section to clarify that the City enters into an agreement with a Utility Assistance Program Administrator to administer that program. The hours of operation were also updated to reflect current City Hall hours and holidays.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO ADOPT RESOLUTION NO. CC-2025-12 AS PRESENTED.

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

b. Resolution No. CC-2025-13: A resolution of the Stillwater City Council approving the submission of an application for Fiscal Year 2025 Airport Improvement Program Discretionary Funds administered by The Federal Aviation Administration for Airport Infrastructure Improvements at Stillwater Regional Airport; and approving the associated budget amendments for the required sponsor match

City Attorney Kimberly Carnley stated that this resolution addresses FAA grant funding in support of procurement and installation of a passenger boarding bridge and baggage conveyor in connection with the Stillwater Regional Airport New Terminal and Improvements Project; the estimated total cost of the project is $1,313,542. The anticipated cost share is: FAA FY25 AIP discretionary grant funds is $1,244,408 and the local sponsor match of 5% is $69,134. Ms. Carnley stated that approval of the resolution approves submission of a grant application for FAA FY25 AIP Discretionary Grant Funds in the amount not-to-exceed $1,244,408; approves the attached budget amendment to appropriate the required matching sponsor match; and authorizes the Mayor or Vice Mayor to sign all necessary documents to secure funding for this purpose.

MOTION BY COUNCILOR HAWKINS, SECOND BY VICE MAYOR DZIALOWSKI TO ADOPT RESOLUTION NO. CC-2025-13 AS PRESENTED.

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

c. Resolution No. CC-2025-14: A resolution of the Stillwater City Council approving the submission of an application for Fiscal Year 2025 Airport Infrastructure Grant Funds administered by the Federal Aviation Administration for Airport Infrastructure Improvements at Stillwater Regional Airport; and confirming appropriation of the sponsor match

City Attorney Kimberly Carnley reported that this resolution addresses FAA grant funding in support of procurement and installation of furniture, fixtures and equipment (also known as FF&E) in connection with the Stillwater Regional Airport New Terminal and Improvements Project; the estimated total cost of the project is $769,471. The anticipated cost share is FAA FY25 Airport Infrastructure Grant (AIG) funds is $719,840 and the local sponsor match of 5% is $37,886. Ms. Carnley stated that approval of the resolution approves submission of a grant application for FAA FY25 AIG Grant Funds in the amount not-to-exceed $719,840; confirms appropriation of the required matching sponsor match; and authorizes the Mayor or Vice Mayor to sign all necessary documents to secure funding for this purpose.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HARDIN TO ADOPT RESOLUTION NO. CC-2025-14 AS PRESENTED.

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

d. Resolution No. CC-2025-15: A resolution of the Stillwater City Council authorizing the waiver of Stillwater Fire Department bills for Rural Fire Services provided in response to the March 14, 2025 Wildfire Disaster

City Attorney Kimberly Carnley stated that this resolution addresses the waiver of rural fire bills that may be applicable in connection with the March 14 wildfire disaster. The Stillwater Fire Department incurred approximately $75,000 in billable fees for equipment and personnel in responding to the wildfires. In recognition of the hardship faced by property owners who were impacted and to support disaster recovery efforts, this resolution approves waiving any applicable rural fire bills to assist in timely recovery and rebuilding efforts which serves a public purpose. Ms. Carnley stated that the resolution also outlines that the waiver is limited to Stillwater Fire Department services provided in response to the March 14 wildfires; applies to any affected property owner and directs the City Manager and Finance Director to implement the waiver immediately.

MOTION BY COUNCILOR HAWKINS, SECOND BY VICE MAYOR DZIALOWSKI TO ADOPT RESOLUTION NO. CC-2025-15 AS PRESENTED.

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

**7. ORDINANCES**

a. First Reading

Ordinance No. 3574: An ordinance amending Stillwater City Code by amending Chapter 16, Crimes, Miscellaneous Offenses and Provisions, by repealing Article VII, Smoking, in its Entirety; and Creating and Adopting Chapter 16, Crimes and Miscellaneous Offenses and Provisions, Article VII, Use of

Tobacco Products and Vapor Products in Certain Places Prohibited; Section 16-170, Definitions; Section 16-171, Prohibited Conduct; Section 16-172, Required Signs; Section 16-173, Penalties and Enforcement; repealing all ordinances to the contrary; and providing for Statutory Construction and severability.

City Attorney Kimberly Carnley stated that this ordinance repeals the City's current smoking article in its entirety and replaces it with a new article titled "Use of Tobacco Products and Vapor Products" in certain places are prohibited. She summarzied the changes. Ms Carnley reported the new article updates this code section to meet current State laws and also includes any required provisions to ensure the City meets TSET (tobacco settlement endowment trust) eligibility criteria which ensures that the City can apply for grant funding opportunities.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HARDIN TO ADVANCE ORDINANCE NO. 3574 TO SECOND READ AS PRESENTED.

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

b. Second Reading

Ordinance No. 3572: An ordinance closing an alley right-of-way abutting properties located at 1101 and 1123 W. University Avenue, 221 S. Lincoln and 206 S. Monroe Streets.

MOTION BY COUNCILOR HAWKINS, SECOND BY VICE MAYOR DZIALOWSKI TO ADOPT ORDINANCE NO. 3572 AS PRESENTED.

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

**8. REPORTS FROM OFFICERS & BOARDS**

a. Miscellaneous items from the City Attorney: None.
b. Miscellaneous items from the City Manager:
   - City Manager Brady Moore stated that the City has summer-fun, learning, and networking events in Stillwater for friends of all ages. Please check out the Stillwater Public Library for information about their summer reading program, summer cinema, and much more. Also, our programming for senior center activities has grown exponentially with art and dance classes, guitar lessons, Zumba, card games, and many other great activities. Many thanks to Prairie Arts for their partnership, as well, for their efforts to increase our community's recreational opportunities.
   - City Manager Brady Moore also reminded citizens that as the temperatures get warmer, City staff encourages residents to utilize the many parks and two water play areas. The splash pads are in Boomer Lake Park and Southern Woods Park. Both splash pads are free to use, open daily from 10 a.m. to 8 p.m., and are only closed during times of inclement weather and maintenance. While residents are out enjoying the parks, let's remember to do your part to keep them clean and safe by using the trash bins.
c. Miscellaneous items from the City Council:
   - Councilor Hardin asked residents to please save the dates, July 16 through 20, for "Krazy Daze." This is Stillwater's annual, largest community-wide retail event. From Lakeview Pointe and Pioneer Square Shopping Centers to The Strip, Campus Corner, and Downtown Stillwater, there are many shops offering sales for all ages. Some stores feature sidewalk sales, while others have indoor sale

racks. Also, make sure to enter the Krazy Daze Ring Registers Promotion Giveaway throughout the entire month of July.

- Councilor Hawkins invited the community to join the City for the grand opening of our new Fire Station #2 on Tuesday, July 22, from 10 to 11:30 a.m. at 1701 N. Western Road. Come explore the new station with guided tours and celebrate this exciting milestone made possible by the support of Stillwater voters in 2022. Together, let's "Sound the Alarm" that our new fire station is open and ready to help serve the community.
- Vice Mayor Dzialowski reminded Stillwater residents impacted by the March wildfires, that now through the end of July they can apply for financial assistance through the Stillwater Strong Relief Fund at unitedwaypaynecounty.org/stillwater-strong. Because of the generosity of more than 1,500 generous donors, over $545,000 is available to support renters and homeowners who were impacted. We're also encouraging everyone affected to apply for FEMA and SBA aid by July 22. Many thanks to the leadership and hard work of the Stillwater Strong Task Force, United Way of Payne County, FEMA, SBA, Our Daily Bread, SASA, City staff and emergency responders, and the many dedicated partners who have been part of recovery efforts from the March 2025 wildfires. This resiliency, compassion, and commitment to our community is what Stillwater Strong is all about.
- Mayor Joyce asked the community to please save the date and join the City for the Block 34 Dedication Ceremony on Saturday, July 26 at 7 p.m. The event will occur during Dancing Turtle, the first event in this vibrant new community space. Enjoy live entertainment, shared moments, and the energy of downtown as we officially kick off a new era for Stillwater. Block 34 has been a true team effort. We're ready to enjoy the Kicker Sound Stage, Simmons Bank Pavilion, and the many amenities included in this community space. Many thanks to the Irby family and Kicker, Simmons Bank, generous donors, City staff, engineers, architects, the Stillwater Community Center Foundation, and many others who turned this long-held dream into reality.

i. Discussion about scheduling items for future meetings.

**9. QUESTIONS & INQUIRIES**

None.

**10. ADJOURN**

MOTION BY COUNCILOR HARDIN, SECOND BY VICE MAYOR DZIALOWSKI TO ADJOURN THE JULY 7, 2025 REGULAR MEETING OF THE STILLWATER CITY COUNCIL.

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

The July 7, 2025 regular meeting of the Stillwater City Council adjourned at 5:54 p.m.

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

**TERESA KADAVY**
**CITY CLERK**