

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AGENDA WAS POSTED SEPTEMBER 4, 2025 AT 11:30 A.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
SEPTEMBER 8, 2025**

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

1. CALL MEETING TO ORDER

Mayor Joyce called the meeting to order at 5:30 p.m.

2. PLEDGE OF ALLEGIANCE

The Stillwater Jr. High 9th grade Advanced U.S. Government Class led the audience in the Pledge of Allegiance.

3. CONSENT DOCKET

- a. Approve August 18, 2025 regular meeting minutes
- b. Approve budget amendment carrying forward balance of Purchase Orders from FY25 to FY26 for:
 - Stormwater Master Plan contract
 - Replacement of a heat pump at the Library
- c. Approve a budget amendment to accept the donation from Payne County Stockyards LLC in the amount of \$466 to be used by the Stillwater Fire Department.
- d. Approve Park Valley Land Fund, LLC, FINAL PLAT (SUB25-11), for Park Valley Addition, Section 3 on a portion of property addressed as 1823 W. 26th Avenue in the Small Lot Single-Family Residential (RSS) district.
- e. Approve three (3) amendments (Amendments 006G, 006H, 006I) to the McFarland Architects Professional Services Agreement for Stillwater Regional Airport Terminal Improvement Program for architecture and engineering services in support of the Passenger Boarding Bridge, Furniture, Fixtures and Equipment, and Baggage Handling System in the amount of \$156,335 and authorize City Manager to sign the contract amendments.
- f. Approve Amendment 006J to the McFarland Architects Professional Services Agreement for Stillwater Regional Airport Terminal Improvement Program for continued terminal Phase 1 support in the amount of \$177,635, approve associated budget amendments and authorize City Manager to sign the contract amendments.
- g. Acceptance of Water, Sewer, Storm Sewer and Paving public improvements (IMP23-07) for Park Valley Addition, Section 3, SE corner of 26th and Western.
- h. Acceptance of a Waterline Easement at 707 E. Airport Road.
- i. Approve Encroachment Agreement and Release of Liability with The Tonkawa Tribe of Oklahoma for encroaching into easements at property addressed as 707 E. Airport Road.
- j. Acceptance of Sanitary Sewer Easement from Riggins Ventures, LLC at 230 N. Hoke Street.
- k. Approve budget amendments returning project funds to the Transportation Sales Tax Fund and the Stormwater Fund.

- I. Award of a Unit Price Contract to MK Excavation, LLC for \$373,791.75 related to Miscellaneous Deferred Maintenance Improvements (Bid No. 28-2025); authorize total construction expenditures of \$463,786, which includes construction contract, construction administrative services, testing, and contingency; approve budget amendments in the amount of \$378,211 from the Transportation Sales Tax Fund; approve budget amendment in the amount of \$85,575 from the Stormwater Fund; authorize the City Manager to execute the Contract and related documents.

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

ROLL CALL VOTE: JOYCE-YEA, HAWKINS-YEA, CLARK-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. PUBLIC HEARINGS

- a. Receive public comment regarding a request for a Map Amendment (MA25-04) to rezone property addressed as 320 S. Walnut Street from Small Lot Single-Family Residential (RSS) to Two-Family Residential (RT).

Senior Planner Henry Bibelheimer presented the report. He stated that the applicant is requesting rezoning the property to Two-Family Residential (RT) to allow for the development of three townhomes on the property. Three townhomes on this property equates to 9.68 units per acre which is why the applicant is requesting to rezone the property from RSS to RT to increase the allowable density. Mr. Bibelheimer reported that at the July 21, 2025 City Council meeting this map amendment was tabled until the September 8, 2025 City Council meeting.

Mayor Joyce opened the public hearing.

Aaron Ferguson, Bancroft Design, 923 S. Lowry, spoke on behalf of the applicant.

William Stockel, 321 S. Orchard, spoke against the rezoning. He stated his backyard is adjacent to the subject property and he expressed his concerns about the parking and lighting close to his backyard. He stated that if this is passed he would like conditions for the parking to be moved to the front of the property and the tall light poles directed away from his backyard.

James Murray, project developer, spoke in favor of the rezoning. He stated he has worked diligently with City staff and feels they have addressed all the issues of the Planning staff.

Stephanie Coca, 222 S. Kings, spoke against the rezoning. She stated her concerns would be the increased traffic and that this would open the door to more townhome developments and ruin the residential neighborhood feel.

Mary Elizabeth Cordia, 420 S. Walnut, spoke against the rezoning. She expressed her concerns about parking and the precedent this rezoning would set by allowing more townhomes to be built in this area disrupting the neighborhood environment.

Mayor Joyce closed the public hearing.

On July 8, 2025, Planning Commission recommended approval of the map amendment with a 4-0 vote.

Mayor Joyce stated that this is a difficult decision and discussed the need for more housing in Stillwater and the issues between developers and existing neighborhoods.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO ACCEPT THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE THE MAP AMENDMENT FOR THE PROPERTY ADDRESSED AS 320 S. WALNUT STREET.

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

- b. Receive public comment regarding a request for a Specific Use Permit (SUP25-03) for property addressed as 320 S. Walnut Street to allow townhomes in the Two-Family Residential (RT) district.

Senior Planner Henry Bibelheimer presented the report. He reported that there is currently a single-family structure and accessory structure on the property. The applicant is requesting a Specific Use Permit to allow townhomes at 320 South Walnut. Townhomes are allowed with a Specific Use Permit in either the Small Lot Single-Family Residential (RSS) or Two-Family (RT) zoning district. The property is 0.31 acres, and the property owner is proposing three attached townhomes. The requested density is 9.68 units per acre. Mr. Bibelheimer stated that on July 21, 2025 the specific use permit was tabled until September 8, 2025 to allow time for an updated site plan to be submitted that meets the specific use permit site plan requirements. Mr. Bibelheimer answered Council's questions.

City Attorney Kimberly Carnley reminded Council that there is broad authority in the approval of the Specific Use Permit for Council to place conditions on the Specific Use Permit.

Mayor Joyce opened the public hearing.

Aaron Ferguson, Bancroft Design, 923 S. Lowry, spoke on behalf of the applicant.

William Stockel, 321 S. Orchard, spoke against the Specific Use Permit. He expressed his concerns about the parking lot lights shining into his backyard, car noise and headlights.

James Murray, project developer, spoke in favor of the Specific Use Permit. He stated they have complied with all the suggestions from City staff.

Mary Elizabeth Cordia, 420 S. Walnut, spoke against the Specific Use Permit. She expressed her concerns about traffic and she feels the developer is pushing the limit with the townhomes on this size property.

Mayor Joyce closed the public hearing.

On July 8, 2025 with a 3-1 vote Planning Commission recommended approval of the Specific Use Permit with the condition that a six foot opaque screening is installed on the west side of the site.

Mr. Bibelheimer answered Council's questions.

MOTION BY COUNCILOR HARDIN, SECOND BY COUNCILOR HAWKINS TO APPROVE THE SPECIFIC USE PERMIT FOR THE PROPERTY ADDRESSED AS 320 S. WALNUT WITH TWO CONDITIONS:

- ✓ INSTALL AN EIGHT-FOOT-SOLID FENCE ON THE WEST SIDE
- ✓ MAKE EVERY EFFORT TO NOT HAVE THE LIGHTING GOING INTO THE NEIGHBOR'S BACKYARD ON THE WEST SIDE.

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

7. GENERAL ORDERS

a. Lake McMurry Friends Annual Presentation

Interim Executive Director of Lake McMurry Friends Jermie Fansler presented the annual report for Lake McMurry Friends. He listed the highlights and achievements of the past year and gave an overview of the variety of programs, classes, camps and other services offered by Lake McMurry. He mentioned the Ride to Thrive program and how successful it has been since it started last year. It is a program for 7th grade students that are recommended by teachers and counselors at the middle school. Mr. Fansler answered Council's questions.

No action was taken on this item.

b. Consider approval of a contract with Found Design LLC doing business as MERJE in the amount of \$31,285, for professional design and planning for branding.

Communications Director Dawn Dodson reported Stillwater's branding has shifted several times over the past two decades, resulting in multiple, inconsistent identities across the community. Establishing a cohesive brand will strengthen recognition, unify messaging, and better represent Stillwater to residents, businesses, and visitors. A strong community brand is essential to highlight Stillwater's identity, attract visitors, and support local businesses. Since MERJE is already working with the City, Visit Stillwater, and community stakeholders on wayfinding, expanding the scope to include branding allows the City to leverage their expertise for a cohesive, efficient approach that strengthens both initiatives.

Concerns were expressed by Mayor and Council about not completely implementing the rebranding throughout the City. They do not want to adopt a new brand and then it is only implemented around one-third of the City. Discussion was held regarding the cost for the rebranding and wayfinding.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO APPROVE A CONTRACT WITH FOUND DESIGN LLC DOING BUSINESS AS MERJE IN THE AMOUNT OF \$31,285, FOR PROFESSIONAL DESIGN AND PLANNING FOR BRANDING.

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

8. RESOLUTIONS

a. Resolution No. CC-2025-23: A resolution adopting the 2025 City of Stillwater Hazard Mitigation Plan

City Attorney Kimberly Carnley reported that State and Federal law requires that the City review and update its Hazard Mitigation Plan no less than every five years. The purpose of a hazard mitigation plan is for a City to identify natural hazards that may impact them, to identify actions and activities, to reduce any losses, and to establish a coordinated process to implement the plan taking advantage of a wide range of resources. City staff worked with its professional consulting team and community partners to review the plan, and opportunities for public comment and community engagement were held. The plan has been submitted to the State Hazard Mitigation Officer and the FEMA Regional

Office for review and approval. Ms. Carnley stated that approval of this resolution adopts the 2025 City of Stillwater Hazard Mitigation Plan, as approved by the State and FEMA, as its local hazard mitigation plan and also provides for the Plan to be posted on the City of Stillwater website and also made available in the office of the city clerk.

Emergency Management Director Rob Hill explained the updates to the 2025 City of Stillwater Hazard Mitigation Plan and answered Council's questions.

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR HARDIN TO ADOPT RESOLUTION NO. CC-2025-23 AS PRESENTED.

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

- b. Resolution No. CC-2025-24: A resolution adopting a revised Rate Schedule for Solid Waste Collection Services; providing for subsequent rate increases; and providing effective dates

City Attorney Kimberly Carnley stated that this resolution will also be on the SUA agenda for approval. These resolutions adopt a revised rate structure for solid waste collection and provides for subsequent rate increases. Ms. Carnley reported that the agenda packet included two rate schedules, one showing the changes via underlining and strikethrough and the other attachment is the clean version for adoption.

Waste Management Director Matt Faulkner presented an overview for the proposed resolution. His presentation included the following:

- ✓ NewGen Strategies and Solutions LLC Final Report
- ✓ Operational Assessment
- ✓ Solid Waste Cost of Service and Rate Design
- ✓ Staff Recommendations for Waste and Recycling Rates

Mr. Faulkner answered Council's questions.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ADOPT RESOLUTION NO. CC-2025-24 AS PRESENTED.

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

9. ORDINANCES

a. First Reading

Ordinance. No. 3576: An ordinance to rezone property addressed as 320 S. Walnut Street from Small Lot Single-Family Residential (RSS) to Two-Family Residential (RT).

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR CLARK TO ADVANCE ORDINANCE NO. 3576 TO SECOND READ AS PRESENTED.

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

b. Second Reading

Ordinance No. 3578: An ordinance rezoning a tract of land located at 624 W. 22nd Avenue from Small Lot Single-Family Residential (RSS) and Agriculture (A) to Agriculture (A).

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ADOPT ORDINANCE NO. 3578 AS PRESENTED.

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

Ordinance No. 3579: An ordinance closing a portion of a General Utility Easement located at 707 E. Airport Road.

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR HARDIN TO ADOPT ORDINANCE NO. 3579 AS PRESENTED.

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

10. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the City Attorney: None.
- b. Miscellaneous items from the City Manager:
 - City Manager Brady Moore gave an update on the Envision 2045 Comprehensive Plan. The City is in the final internal review stage, working with Freese & Nichols, to get the plan to the Comprehensive Plan Advisory Committee this week, before sharing with stakeholders for their feedback within the next couple weeks. After that, Staff will have opportunities to collect community input, with a public meeting, most likely in late October. Then we plan to share with the Planning Commission and City Council for review and adoption in November. The adoption timeline was extended a few months from the original August 2025 goal due to necessary revisions.
- c. Miscellaneous items from the City Council:
 - Councilor Hardin informed residents that the City's Sidewalk Connect program helps address sidewalk concerns throughout our community. As Stillwater continues to embrace walking, running, cycling, and other modes of travel, safe and connected pathways remain a priority. Residents can use Sidewalk Connect to report sidewalk repairs or request new connections. Submissions receive an automated confirmation and are reviewed by the Engineering and Community Development departments. Projects are prioritized based on public impact, budget, and ongoing work.
 - Councilor Clark announced that the deadline for the Utility Box Art Contest has been extended to October 1. This year's theme, Stillwater Strong, celebrates the resilience, creativity, and spirit of our community. Enter online at stillwaterart.org or drop off your artwork at the Stillwater Community Center.
 - Councilor Hawkins stated that Block 34 is quickly becoming Stillwater's go-to spot for community fun. From concerts, yoga in the park, and more, there's always something happening. Don't miss Market 34, your Saturday destination for local vendors, handmade goods, food trucks, and live music all in one vibrant community space.
 - Mayor Joyce reminded OSU fans if they are looking for an easier way to park on Cowboy Football gamedays to check out the free Downtown Park & Ride shuttle service. The City of Stillwater, OSU Athletics, and Visit Stillwater team up each

season to make your experience simple and stress-free with free parking, shuttles, and a complete gameday guide. Shuttles run every 30 minutes, starting three hours before kickoff, pick-up & drop-off is at 7th Ave. and Lewis St. and, a full gameday guide is available at: visitstillwater.org

- i. Discussion about scheduling items for future meetings.

11. QUESTIONS & INQUIRIES

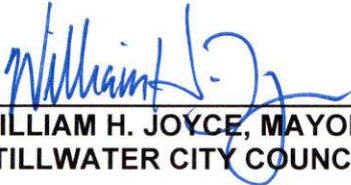
None.

12. ADJOURN

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ADJOURN THE SEPTEMBER 8, 2025 REGULAR MEETING OF THE STILLWATER CITY COUNCIL.

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

The September 8, 2025 regular meeting of the Stillwater City Council adjourned at 6:48 p.m.



WILLIAM H. JOYCE, MAYOR
STILLWATER CITY COUNCIL



TERESA KADAVY
CITY CLERK