



Together, Investing in Municipal Excellence

**CITY COUNCIL MEETING AGENDA**  
**OCTOBER 6, 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. | Public Power Week Proclamation                                                                       |
| b. | Fire Prevention Week Proclamation                                                                    |
| c. | Support Your Local Chamber Day Proclamation                                                          |
| d. | Sister Cities Update Presentation and 40th Anniversary of the Sister Cities Partnership Proclamation |

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 September 22, 2025 regular meeting minutes                                              |                           |
| b. | Approve Equipment & Safety Training Pilot Program – Park Area Maintenance & Improvements        | Sean Eisensmith           |
| c. | Acknowledge receipt of the Stillwater Public Library Trust report reflecting FY24-25 activities | CC-25-138<br>Stacy Delano |

|    |                                                                                                                           |           |              |
|----|---------------------------------------------------------------------------------------------------------------------------|-----------|--------------|
| d. | Approve budget amendments reflecting receipt and appropriation of \$13,179 in donations to the Stillwater Public Library. | CC-25-139 | Stacy Delano |
|----|---------------------------------------------------------------------------------------------------------------------------|-----------|--------------|

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 for a Map Amendment (MA25-08) to rezone property addressed as 1421 W. 8th Avenue from Small Lot Single-Family Residential (RSS) to Two-Family Residential (RT) district.               | CC-25-140 | Henry Bibelheimer |
| b. | Receive public comment regarding a request for a Map Amendment (MA25-10), to remove property addressed as 517 S. West Street from the Corridor Redevelopment Area Planning District and zone as Commercial General (CG) district. | CC-25-141 | Henry Bibelheimer |
| c. | Receive public comment for a Specific Use Permit (SUP25-05) to allow Churches and other Religious Institutions in the Small Lot Single-Family Residential (RSS) district at property addressed as 418 E. McElroy Road.            | CC-25-142 | Henry Bibelheimer |

8. 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. 3582: AN ORDINANCE REZONING PROPERTY ADDRESSED AS 1421 W. 8TH AVENUE FROM SMALL LOT SINGLE-FAMILY RESIDENTIAL (RSS) TO TWO-FAMILY |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------|

|    |                                                                                                                                                                                          |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    | AND MULTI-FAMILY (RT) DISTRICT.                                                                                                                                                          |
| b. | ORDINANCE NO. 3583: AN ORDINANCE TO REMOVE PROPERTY ADDRESSED AS 517 S. WEST STREET FROM THE CORRIDOR REDEVELOPMENT AREA PLANNING DISTRICT AND ZONE AS COMMERCIAL GENERAL (CG) DISTRICT. |

#### Second Read

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| a. | ORDINANCE NO. 3580: AN ORDINANCE REZONING PROPERTY ADDRESSED AS 1212 S. PERKINS ROAD FROM LIGHT INDUSTRIAL (IL) TO COMMERCIAL GENERAL (CG) DISTRICT.                                                                                                                                                                                                                                                                                                                                                                       |
| b. | ORDINANCE NO. 3581: AN ORDINANCE AMENDING THE STILLWATER CITY CODE BY AMENDING CHAPTER 2, ADMINISTRATION, ARTICLE VI, FINANCIAL AFFAIRS, DIVISION 1, GENERALLY, BY AMENDING SECTION 2-583, FINANCE DEPARTMENT BY PROVIDING THAT THE DIRECTOR OF FINANCE MAY ALSO HOLD THE TITLE OF CHIEF FINANCIAL OFFICER AND THAT ALL DUTIES, POWERS, AND RESPONSIBILITIES APPLY EQUALLY TO THE DUAL TITLE OF DIRECTOR OF FINANCE AND CHIEF FINANCIAL OFFICER; REPEALING ALL ORDINANCES TO THE CONTRARY; AND PROVIDING FOR SEVERABILITY. |

#### 9. 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  |

#### 10. Questions and Inquiries

#### 11. Adjourn

On October 1, 2025 at 4:45 p.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.



***Stillwater Public Power Week, October 5-11, 2025***

***WHEREAS***, the residents of Stillwater, Oklahoma, place value on local control of community services and have chosen to operate a community-owned electric utility; and, as customers and owners of this electric utility have a voice in utility operations and policies; and

***WHEREAS***, Stillwater Electric Utility provides homes, businesses, social service, healthcare, and local government agencies with reliable, efficient, and cost-effective electricity employing sound business practices designed to ensure the best possible service at competitive rates; and

***WHEREAS***, Stillwater Electric Utility is a valuable community asset that contributes to the well-being of local residents through financial support of the general government, including public safety, transportation, parks, library, and recreation; and

***WHEREAS***, Stillwater Electric Utility is a dependable and trustworthy institution whose local operation provides many consumer protections and continues to make the community a better place to live and work, and contributes to protecting the global environment; and

***WHEREAS***, Stillwater Electric Utility will continue to work to bring low cost, safe, reliable electricity to community homes and businesses just as it has since 1901 when the utility was created to serve all Stillwater residents; and

***WHEREAS***, the Stillwater community joins with more than 2,000 other public power systems in the United States in celebration of public power; and

***NOW, THEREFORE***, I, William H. Joyce, Mayor of Stillwater, Oklahoma, do hereby proclaim the week of October 5-11, 2025, as Public Power Week to recognize Stillwater Electric Utility for its contributions to the community and the benefits of public power.

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***WILLIAM H. JOYCE, MAYOR***

***ATTEST:***

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***TERESA KADAVY, CITY CLERK***



***Stillwater Fire Prevention Week, October 5-11, 2025***

***WHEREAS***, the City of Stillwater is committed to ensuring the safety and security of all residents and visitors; and

***WHEREAS***, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk; and

***WHEREAS***, home fires caused 2,890 civilian deaths in the United States in 2023, according to the U.S. Fire Administration latest statistics; and

***WHEREAS***, residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

***WHEREAS***, Stillwater residents should make sure their smoke and carbon monoxide (CO) alarms meet the needs of all their family members, including those with sensory or physical disabilities; and

***WHEREAS***, Stillwater first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

***WHEREAS***, the 2025 Fire Prevention Week™, serves to remind residents it is important to have a home fire escape plan.

***NOW, THEREFORE***, I, William H. Joyce, Mayor of Stillwater, Oklahoma, do hereby proclaim the week of October 5-11, 2025, as Fire Prevention Week and I urge all the people of Stillwater to plan and practice a home fire escape and support public safety activities of Stillwater Fire and emergency services.

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***WILLIAM H. JOYCE, MAYOR***

***ATTEST:***

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***TERESA KADAVY, CITY CLERK***



***Support Your Local Chamber Day, October 15, 2025***

***WHEREAS***, the Stillwater Chamber of Commerce is an outstanding champion for our local businesses and entrepreneurs, fostering partnerships, and providing essential guidance, resources, and advocacy that drive economic growth, innovation, and opportunity throughout our community; and

***WHEREAS***, through its leadership, programs, and initiatives, the Chamber strengthens the economy, supports entrepreneurs, and ensures that Stillwater remains a vibrant and welcoming place to live, work, and visit; and

***WHEREAS***, the Chamber's commitment to collaboration and innovation not only enhances the quality of life for current residents but also lays a foundation for continued growth and economic stability for generations to come; and

***WHEREAS***, celebrating and supporting the Chamber encourages civic engagement, honors the work of our business leaders, and reinforces the strong, resilient community that makes Stillwater unique.

***NOW, THEREFORE***, I, William H. Joyce, Mayor of Stillwater, Oklahoma, do hereby proclaim Wednesday, October 15, 2025, as Support Your Local Chamber Day in Stillwater to recognize the incredible work of Stillwater Chamber of Commerce and to actively support its mission in shaping a brighter future for our community.

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***WILLIAM H. JOYCE, MAYOR***

***ATTEST:***

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***TERESA KADAVY, CITY CLERK***



**WHEREAS**, the State of Oklahoma, USA and the Prefecture of Kyoto, Japan established a Sister State agreement in 1985, followed by the establishment of a Sister City partnership between the City of Stillwater and the City of Kameoka on November 3, 1985; and,

**WHEREAS**, the partnership led to the creation of the Stillwater Sister Cities Council, which has coordinated numerous cultural, educational, business, and governmental exchanges between Stillwater and Kameoka, offering valuable opportunities for the City of Stillwater, Oklahoma State University, and Stillwater Public Schools to strengthen international understanding and relationships; and,

**WHEREAS**, the bonds of friendship have grown steadily stronger over four decades of exchanges, and both programs and individuals have been recognized by Sister Cities International with multiple awards for outstanding achievement.

**NOW, THEREFORE**, I, William H. Joyce, Mayor of the City of Stillwater, Oklahoma, with the Stillwater City Council and City Manager, in cooperation with the Stillwater Sister Cities Council, commemorate this important milestone, celebrating our shared history, and building toward a bright future together, do hereby proclaim a "Progress Together," in honor of the:

***40<sup>th</sup> Anniversary of the Sister Cities Partnership  
Stillwater, Oklahoma, USA, and Kameoka, Japan  
November 3, 2025***

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**WILLIAM H. JOYCE, MAYOR**

**ATTEST:**

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**TERESA KADAVY, CITY CLERK**

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW  
THE AGENDA WAS POSTED SEPTEMBER 18, 2025 AT 2:00 P.M.  
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES  
STILLWATER CITY COUNCIL  
REGULAR MEETING  
COUNCIL HEARING ROOM  
723 S. LEWIS  
SEPTEMBER 22, 2025**

**PRESENT:** MAYOR WILLIAM H. JOYCE, VICE MAYOR AMY DZIALOWSKI,  
COUNCILORS CHRISTIE HAWKINS, KEVIN CLARK AND TIM HARDIN  
**ABSENT:** NONE

**1. CALL MEETING TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE**

Boy Scout Troop #818 led the audience in the Pledge of Allegiance.

**3. PROCLAMATIONS/PRESENTATIONS**

- a. Domestic Violence Awareness Month, October 2025

Mayor Joyce read the proclamation declaring October Domestic Violence Awareness Month. Ally Leist, Children's Program Coordinator, with Wings of Hope accepted the proclamation.

**4. CONSENT DOCKET**

- a. Approve September 8, 2025 regular meeting minutes.
- b. Approve budget amendments reflecting the award of an Internet Crimes Against Children grant from the Oklahoma State Bureau of Investigation to the Stillwater Police Department.
- c. Approve budget amendments transferring funds from the 2025 General Obligation Bond Fund to the City Capital Fund in accordance with Resolution No. CC-2024-31 to reimburse Phase 1 design of the new Stillwater Animal Welfare facility.
- d. Approve a budget amendment returning unused project appropriations to the Transportation Sales Tax Fund.
- e. Approve Task Order No. 2 to the Professional Services Agreement with Benham Design, LLC for FY25 Pavement Management Program in the amount of \$257,750; authorize total expenditures of \$283,525 which includes design, bidding, construction administration, on-call services, and contingency (10%); authorize the City Manager to sign Task Order No. 2; and approve the associated budget amendment.
- f. Approve Memorandum of Understanding between Stillwater Police Department and OSU Police Department to outline communication and coordination of efforts between the two law enforcement agencies.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS 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.

## **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 request for a Map Amendment (MA25-07) to rezone property addressed as 1212 S. Perkins Road from Light Industrial (IL) to Commercial General (CG) district

Senior Planner Henry Bibelheimer reported that the tract is currently being used for a vehicle detail shop, and a Church/Religious Institution. Churches and Religious Institutions are not permitted in Light Industrial (IL) but are allowed by right in the Commercial General (CG) zoning district. Vehicle/Equipment Sales, Rental, and Service is allowed in both Light Industrial and Commercial General. The applicant is requesting to rezone the property to CG to bring the parcel into compliance with plans to continue the existing uses and potentially explore other commercial uses on the property in the future. If approved, any future development will align with the uses and design standards of the Commercial General zoning district.

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

Planning Commission recommended approval of the Map Amendment 4-0.

MOTION BY COUNCILOR HAWKINS, SECOND BY VICE MAYOR DZIALOWSKI TO ACCEPT THE PLANNING COMMISSION'S RECOMMENDATION AND APPROVE THE MAP AMENDMENT FOR THE PROPERTY ADDRESSED AS 1212 S. PERKINS ROAD.

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

- b. Public Hearing to discuss the completion and close out of the Community Development Block Grant (CDBG) #19168 Fiscal Year 2023 State Small Cities grant project – Stillwater Public Library fire sprinkler system retrofit and update, and possible action to approve the grant close out, authorize the Mayor and City Manager to sign close out documents, and approve a budget amendment returning \$40,508 to the General Fund.

Grants Manager Shelly Crynes reported that the project was constructed to benefit individuals, including many Low to Moderate income individuals, that use the library and its services/programs on a daily basis. In addition, the project made the Library, which is an assembly-type occupancy where groups of people gather and is also considered a high hazard fire risk due to all the paper/combustibles, much safer with a complete and well-functioning fire sprinkler system. The project was funded with the 2023 CDBG Small Cities grant in the amount of \$181,669.41 with a total leverage from the City in the amount of \$181,992.60. The project came in under budget by \$15,432.00. The project is complete, and all final costs have been incurred to make final payments to the contractor/s. Ms. Crynes stated that to close out the grant and finalize all required documentation for the Oklahoma Department of Commerce (ODOC), a public hearing has been advertised. With the hearing, the final documents can be executed and the project closed out.

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

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR CLARK TO APPROVE THE CLOSEOUT OF #19168 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) 23 STILLWATER PUBLIC LIBRARY FIRE SPRINKLER SYSTEM RETROFIT GRANT AND AUTHORIZE MAYOR AND STAFF TO SIGN CLOSEOUT DOCUMENTS, AND APPROVE BUDGET AMENDMENT RETURNING \$40,508 TO THE GENERAL FUND.

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

- c. Public Hearing pursuant to 11 O.S. § 22-112 and 11 O.S. §22-112.4 to determine whether the mobile home trailer (the "Structure") located at 924 South Duck Street, Stillwater, Oklahoma is dilapidated as defined in 11 O.S §22-112(C) and abandoned as defined in 11 O.S. §22-112.4(E).

Beth Anne Childs, Childs Law Firm, reported that Mr. Vann is present and he is agreeable to Council passing the resolution.

Mayor Joyce opened the public hearing.

Chris Vann, property owner, stated he has been dealing with this property for a long time. It was scheduled to be moved but the mover did not show up so now the property will be demoed in its place. Mr. Vann stated the 90 day time frame is a time he can work with.

Mayor Joyce closed the public hearing.

Beth Anne Childs recommended adopting the resolution that is on the agenda.

## **8. RESOLUTIONS**

- a. Resolution No. CC-2025-25: A resolution to approve participation in settlements with Purdue Pharma LP, Members of the Sackler Family, Alvogen, Inc., Amneal Pharmaceuticals, Inc., Apotex, Inc., Hikma Pharmaceuticals USA, Inc., Indivior, Inc., Mylan Pharmaceuticals Inc., Sun Pharmaceutical Industries, Inc., and Zydus Pharmaceuticals

City Attorney Kimberly Carnley reported that she needs to point out that there are a couple of revisions to the resolution. The revised resolution has been provided to each Councilor and there are extra copies for anyone interested. The resolution in the packet made references to the Attorney General approval of a State of Sub-Agreement as that agreement has now been executed by the Attorney General and the resolution has been revised accordingly. She stated that as a reminder, from time to time, as progress is made on various opioid claims, the City receives recommendations from our opioid counsel as to participation in settlements. This resolution relates to participation in two settlements, one is the Purdue/Sackler Settlement, and the other one is Secondary/Small/Generic Opioid Manufacturers Settlement.

The State-Subdivision Agreements are necessary as the settlements make distributions at the state level to all the states participating in the settlements. The State-Subdivision Agreements direct the distribution of funds to the Oklahoma subdivisions. In the Purdue/Sackler settlement, the State-Subdivision Agreement directs that all the distribution from the Purdue/Sackler settlement go to the litigating subdivisions, of which Stillwater is one, and allocate the distributions to the subdivisions in the same percentages as the previous opioid settlements which the Council has approved and the City is participating in. All the settlement distribution in the Purdue/Sackler settlement goes to the litigating subdivisions because the State of Oklahoma entered into a separate settlement with Purdue before Purdue filed bankruptcy, so the State's settlement did not include the litigating subdivisions.

In the small/secondary manufacturers' settlement, the State-Subdivision Agreement divides the distribution to Oklahoma with 75% going to the litigating subdivisions and 25% going to the State's opioid abatement grants fund, which is available for all subdivisions to apply to for grants.

The allocation percentages for the Oklahoma litigating subdivisions were developed by Dr. Rhum, an expert in the damage and loss to communities caused by the opioid epidemic. Dr. Rhum relied on several factors, including the number of opioid pills distributed in each county in Oklahoma and the number of overdose deaths in each county. These allocations have been a part of all the opioid settlements that Oklahoma litigating subdivisions have participated in.

These settlements are structured similarly to the previous opioid settlements in terms of distributions through the State to the litigating subdivisions in Oklahoma pursuant to state-subdivisions agreements, settlement participation forms to submit to the settlement administrator, subdivisions' release of claims for the defendants and their affiliated companies, and limitations on the use of settlement funds to approved opioid abatement uses. There are differences in these settlements also, as discussed below.

#### Purdue/Sackler's Settlement:

The Purdue/Sackler settlement consists of a direct settlement with members of the Sackler family in connection with the Purdue Pharma bankruptcy. The original Purdue bankruptcy plan was approved several years ago. There were objections to the Plan from a few subdivisions because it released the Sackler family members individually from opioid claims even though the family members did not file bankruptcy petitions. The U.S. Supreme Court ultimately agreed with the objections, which meant that the plan had to go back to the bankruptcy court to be renegotiated. Ultimately, the Sackler family members agreed to pay \$6.5 billion in 16 payments over 15 years, including \$1.5 billion on the settlement's effective date, which is expected to be in 2026. This amount from the Sackler's is in addition to amounts available from the Purdue estate on the effective date of the settlement, which is expected to be about \$900 million, and amounts that may be available in the future from the estate through the sale of addiction treatment drugs. The settlement in the Purdue bankruptcy and with the Sackler's settlements many more types of claims and numbers of claims than just subdivisions' claims. The components of the settlement are approval of Purdue's bankruptcy plan and participation in a direct settlement (the GESA) with the Sackler's to settle governmental subdivision and Purdue shareholder claims against the Sackler's. The distributions to Oklahoma litigating subdivisions, include a shorter payment term of 10 years. The allocations will be the same percentages as in the previous opioid settlements. The estimated total distribution to Oklahoma subdivisions in the Purdue/Sackler's settlement is \$24 million assuming all participation incentives are met. Stillwater's estimated gross allocation is \$268,704. This estimate excludes the 10% holdback for appeals but does not include a deduction for attorneys' fees. Approval of the Resolution approves the following related to the Purdue/Sackler's settlement: directs Council to vote in favor of Purdue's bankruptcy plan; authorizes the Mayor to sign and submit the Purdue settlement participation form; and approves the Purdue State-Subdivision Agreement on allocation of the distributions from the Purdue/Sackler's settlement.

#### Secondary/Small/Generic Opioid Manufacturers:

These settlements are with eight generic, secondary opioid manufacturers. The structure of these settlements is very similar to the prior opioid settlements. There is a total settlement amount for each manufacturer, and there are incentives based on participation that must be met for 100% of the settlement amount to be paid to each state. About half of these settlements will be paid in one lump sum. The other half will be paid over a period of years, up to 10 years in at least one settlement. A unique feature of these settlements with the secondary manufacturers is that all subdivisions that have been litigating against opioid manufacturers can participate in these settlements even if a subdivision did not file a claim against each secondary manufacturer. The rationale for this for the

secondary manufacturers is to get releases from as many subdivisions as possible and it makes settlement administration easier. The City of Stillwater did file claims against only Hikma, Indivior, and Mylan out of these eight secondary manufacturers so participating in the other settlements benefits the City. The settlements with the secondary manufacturers have cash and product components. The total cash for these eight settlements is \$844 million. This will be distributed to states, and then in Oklahoma, there is the State-Subdivision Agreement to allocate the Oklahoma distribution between the State and the litigating subdivisions. The allocations to Oklahoma litigating subdivisions will be the same as in the prior opioid settlements. The estimate of Oklahoma's share of the eight settlements is \$12.9 million and it is estimated the allocation to Stillwater will result in a distribution ranging from \$54,216 to \$108,432, depending on the participation incentives met. This is deducting for the 10% holdback for appeals but not including deductions for attorneys' fees. Approval of the Resolution which is relative to the secondary manufacturer's settlement does the following: authorizes the Mayor to sign and submit the settlement participation forms; and approves the Small Manufacturers State-Subdivision Agreement on allocation of the distributions from the secondary manufacturers' settlement.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO ADOPT RESOLUTION NO. CC-2025-25 AS PRESENTED.

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

- b. Resolution No. CC-2025-26: A resolution of the Stillwater City Council declaring the mobile home structure located at 924 South Duck Street (also known as 924 ½ South Duck Street), Stillwater, Oklahoma, dilapidated and abandoned, and a public nuisance detrimental to the health, safety, and welfare of the general public and the community, and ordering the dilapidated structure to be torn down and removed pursuant to 11 O.S. §22-112

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ADOPT RESOLUTION NO. CC-2025-26 AS PRESENTED.

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

## **9. ORDINANCES**

### **a. First Reading**

Ordinance No. 3580: An ordinance rezoning property addressed as 1212 S. Perkins Road from Light Industrial (IL) to Commercial General (CG) District.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO ADVANCE ORDINANCE NO. 3580 TO SECOND READ AS PRESENTED.

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

Ordinance No. 3581: An ordinance amending the Stillwater City Code by amending Chapter 2, Administration, Article VI, Financial Affairs, Division 1, Generally, by amending Section 2-583, Finance Department by providing that the Director Of Finance may also hold the Title Of Chief Financial Officer and that all duties, powers, and responsibilities apply equally to the Dual Title Of Director Of Finance and Chief Financial Officer; repealing all ordinances to the contrary; and providing for severability.

City Attorney Kimberly Carnley reported that this change simply allows the Finance Director to use the title of Chief Financial Officer (CFO). You may recall the title has been used in the past but a minor code change is recommended to ensure the title may also be used in official documents and communications. All duties, powers and responsibilities associated with the position remain the same as set forth in the Charter and the City Code. Ms. Carnley stated that the CFO title is commonly used in the private sector, and there is a trend in municipal government to use the title "Chief Financial Officer" and this shift mirrors that practice and recognizes the importance of the role and duties of the position.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO ADVANCE NO. 3581 TO SECOND READ AS PRESENTED.

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

b. Second Reading

Ordinance. No. 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 HARDIN TO ADOPT ORDINANCE NO. 3576 AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, DZIALOWSKI-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA. NAY-NONE. MOTION CARRIED WITH FIVE 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 introduced new Assistant City Manager Rachel Bernish and welcomed her to the City of Stillwater team.
  - City Manager Brady Moore also announced that the City wants to make sure everyone is aware of a temporary road closure on W. 19th Avenue between Elvin Drive and Surrey Drive, as City crews repair a water line break. Please avoid W. 19th Avenue between Sangre and Western Roads if possible and use alternate routes. As a reminder, when the weather shifts, we typically see more water line breaks. Drought conditions cause the soil to harden and shrink, and when heavy rains return, the saturated soil expands and puts added pressure on older lines. The City will continue posting updates on the outage and repair map at: [stillwaterok.gov/outage](http://stillwaterok.gov/outage) and sharing notices on social media.
- c. Miscellaneous items from the City Council:
  - Councilor Hardin announced that the City of Stillwater is warning applicants who have recently been on public meeting agendas to be on the lookout for fraudulent invoices. These fake invoices appear highly detailed, sometimes even using the City's logo, and request payment by wire transfer for services such as planning or engineering. The City will never request payment by wire transfer and does not send invoices in this manner. If anyone receives anything that seems suspicious or unexpected, do not respond or pay. Instead, contact the City directly at (405) 742-8213 to verify. The City asks everyone to remain cautious, and if you receive one of these invoices, please report it to us immediately so we can help protect you and others in our community.
  - Councilor Clark reminded residents that on Saturday, November 1st, the City's Watershed Quality Department will have its bi-annual "Household Hazardous Waste Collection" event. The event will be from 8 a.m. to 1 p.m. at the

Convenience Collection Center located at 807 S. Perkins Road. During this event, residents are encouraged to drop off any household pollutants for free. Accepted items include oil-based paints, pesticides, herbicides, household cleaning products, pool chemicals, unused pharmaceuticals, and more. The Convenience Collection Center will still accept regular trash and recycling that day. Trailers and commercial waste are not allowed.

- Councilor Hawkins announced that the deadline for the Utility Box Art Contest has been extended to October 1<sup>st</sup>. This year's theme, Stillwater Strong, celebrates the resilience, creativity, and spirit of our community. Enter online at [stillwaterart.org](http://stillwaterart.org) or drop off your artwork at the Stillwater Community Center.
  - Vice Mayor Dzialowski stated that Block 34 is Stillwater's go-to spot for community fun with concerts, yoga in the park, and more. Tomorrow evening there will be "Pop-Up Mahjong" at 7 p.m. in Simmons Bank Pavilion. Also, there is Block 34 swag available. To check out event dates, order swag, and make park reservations, go to [block34.org](http://block34.org). Also, another update about our community parks and spaces, the splash pads located in Boomer Lake and Southern Woods Parks will be closed for the season beginning Monday, September 29th.
  - Mayor Joyce announced that LexiCon is back and better than ever. For those who do not know what LexiCon is, it's the Stillwater Cultural District's free mini-comic convention for fans of comic books, science fiction, gaming of all types, cosplay, anime, and pop culture. Events are scheduled from Thursday, October 23rd through Saturday, October 25th with the main event on Saturday, 10 a.m. to 4 p.m. at multiple locations, including the library and community center. This year's event is a team effort of Stillwater Community Center, Stillwater Public Library, Prairie Arts Center, Stonecloud Brewing, Stillwater History Museum at the Sheerar, Stillwater Public Schools, City of Stillwater, Visit Stillwater, and Block 34.
- 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 22, 2025 REGULAR MEETING OF THE STILLWATER CITY COUNCIL.

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

The September 22, 2025 regular meeting of the Stillwater City Council adjourned at 6:02 p.m.

---

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

---

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

## **Equipment & Safety Training Pilot Program – Park Area Maintenance & Improvements**

### ***City of Stillwater Safety Program***

The City of Stillwater's Safety Program coordinates with administrators, managers, and supervisors to provide a safe working environment for all employees. This program acts as a general safety resource, provides on-site inspections, assists in incident investigations, aids the preparation of job hazard analysis and helps identify workplace hazards.

### ***City of Stillwater's Safety Culture and Mission Statement***

To provide a safe environment for all employees and the public.

The City of Stillwater is committed to providing a safe and healthy work environment for our employees. Our leadership demonstrates this by encouraging and nurturing a vigorous Safety Culture.

The Safety Culture core values are:

- Safety
- Adequate Resources
- Training
- Positive Attitudes
- Positive Behavior

### ***Safety Meetings & Training***

Each department holds monthly safety meetings for all employees to attend. Department safety coordinators work directly with the Safety Specialist to provide meaningful safety meetings to our employees. The safety meetings focus on a safety objective and promote safety awareness. Safety training is an important component of the City's Safety Program. Safety Training focuses on skills development – how to do a task. It is task specific, usually performance based, and all performance training is measurable or observable.

A critical component of Safety Training includes equipment safety training where employees develop and refine skills necessary to safely operate equipment used in various job duties and daily operations. The equipment safety training includes, but is not limited to, the following equipment: Backhoe Excavator, Compact Excavator, Hydro Excavator, Hydro Seeder, Chainsaw, Brush Chipper, Stump Grinder, and Dingo Utility Loader. Practical experience in the safe operation of the equipment is vital to improving and maintaining community spaces and public infrastructure by investing in the City's workforce.

### ***Equipment & Safety Training Pilot Program – Park Area Maintenance & Improvements***

Currently, equipment safety training for employees is conducted at active worksites. The City has identified an opportunity to provide equipment training in park areas where employees can gain

practical experience, without the potential hazards that are inherent in active worksites, and the equipment safety training will benefit the park training site by providing maintenance and improvements through the training. The Equipment and Safety Training Pilot Program in park training sites will consist of various training activities such as excavation and restoration including soil removal, placing excavation protection, backfilling, and reseeding, hydro seeding, tree and brush clearing, tree limb maintenance, trail and area maintenance.

The City has identified a park training site to implement this Pilot Program. A designated area at Hoyt Grove Park, located at 815 E. 11th Ave., near Stillwater's Public Works and Water Utilities Facilities as more particularly set forth in the attached Map Exhibit has been selected as the designated equipment and safety training site. This site is the most suitable and convenient location due to its proximity to Facilities, where all necessary training equipment is located. Equipment safety training shall be scheduled in a manner similar to regular maintenance activities as to make every effort to limit any interference with park use by the public. All training activities at this training site shall make every effort possible to ensure there is a maintenance and improvement benefit to the area.

All training activities will comply with federal, state, and local laws and regulations. All training activities conducted at the site shall be considered as general maintenance and improvements to the area and the park shall at all times be used for park land, open spaces, recreational uses, greenbelt areas, and public outdoor activities.

This Pilot Program is intended to run for a period of one (1) year, beginning on or about October 6, 2025. At the end of the one (1) year period, the City of Stillwater Safety Specialist shall prepare a report to the City Council to evaluate the pilot program and make a recommendation as to continued use of this area as a training site and/or possible additional program training sites.

# MAP

## Equipment & Safety Training Pilot Program Area



REPORT TO: CITY COUNCIL

MEETING DATE: OCTOBER 6, 2025



|                                    |                                                                                                                                                                                                                                                                                                                          |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Agenda Item:</b>                | 4.c. CC-25-138                                                                                                                                                                                                                                                                                                           |
| <b>Previous/Related Action:</b>    | Report approved by the Stillwater Public Library Trust Board at its Special meeting on August 13, 2025.                                                                                                                                                                                                                  |
| <b>Background/Issue:</b>           | The Stillwater Public Library Trust was created by City Council, Library Board, and Friends of the Library for the purpose of forming a vehicle for the reception and administration of contributions for the benefit of the Stillwater Public Library. During FY24-25, the Trust received \$9,503.80 from 66 donations. |
| <b>Proposal/Solution:</b>          | Acknowledging receipt of the attached report fulfills the reporting duties included in the 2009 amended Trust agreement.                                                                                                                                                                                                 |
| <b>Financial Source/Impact:</b>    | N/A                                                                                                                                                                                                                                                                                                                      |
| <b>Related Strategic Priority:</b> | #1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT                                                                                                                                                                                                                                                                           |
| <b>Recommended Action/Motion:</b>  | Motion to acknowledge receipt of the Stillwater Public Library Trust report reflecting FY24-25 activities.                                                                                                                                                                                                               |
| <b>Prepared By:</b>                | Stacy Delano, Library Director                                                                                                                                                                                                                                                                                           |
| <b>Reviewed By:</b>                | Stacy Delano<br>Christy Driskel<br>Teresa Kadavy                                                                                                                                                                                                                                                                         |
| <b>Submitted By:</b>               | Brady Moore, City Manager                                                                                                                                                                                                                                                                                                |

**Attachments**

1. SPL Trust Annual Report 2024-2025 FINAL



**STILLWATER PUBLIC LIBRARY TRUST  
ANNUAL REPORT  
2024/25 FISCAL YEAR**

**Financial Statement**

During the 2024/25 fiscal year, there were **66** donations to the Stillwater Public Library Trust totaling **\$9,503.80**. As of June 30, 2025, the Trust Fund has a balance of **\$971,319.58**. The Mabel King Fund has a balance of **\$57,949.98**. Funds are managed by the Stillwater Public Library Trust Board with assistance from the City of Stillwater Finance Department.

During the 2024/25 fiscal year, **\$58.99** was expended:

|                           |         |
|---------------------------|---------|
| Donor newsletter supplies | \$33.99 |
| Donor Recognition spines  | \$25.00 |

**Activities Report**

During the 2024/25 fiscal year, the Stillwater Public Library Trust Board met **8** times. Trust Board members were involved in the following activities during the year:

- 1) Managed investment of Trust funds in Certificates of Deposit and Vanguard Mutual and Money Market Funds;
- 2) Approved the Stillwater Public Library Trust Annual report for FY2023/24; and
- 3) Approved and expended Trust Projects for FY 2024/25 using the trailing 3-year average as of 6/30/24.
- 4) Arranged for legal counsel regarding the Trust Agreement and legal compliance of Trust investments

The regular meetings of the Stillwater Public Library Trust Board are held bimonthly, beginning in January on the second Wednesday of the month at 4:00 p.m. at the Stillwater Public Library. Members of the 2024-25 Trust Board included: Chair Cynthia Francisco, Vice-Chair Holly Hartman, and members Sandeep Nabar, Matt Hull (resigned in March 2025), and Sherryl Nelson.

Respectfully Submitted,

Executive Secretary  
Naomi Brown

REPORT TO: CITY COUNCIL

MEETING DATE: OCTOBER 6, 2025



|                                    |                                                                                                                                                                                                                                                       |
|------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Agenda Item:</b>                | 4.d. CC-25-139                                                                                                                                                                                                                                        |
| <b>Previous/Related Action:</b>    |                                                                                                                                                                                                                                                       |
| <b>Background/Issue:</b>           | The Stillwater Public Library received \$13,179.31 in donations, including \$12,975 from the Friends of the Library for the library's annual programming costs and \$204.31 from the Stillwater Frontier Rotary Club for the purchase of honor books. |
| <b>Proposal/Solution:</b>          | Approval of the attached budget amendments will allow the use of the donations for patron and staff-directed projects.                                                                                                                                |
| <b>Financial Source/Impact:</b>    | The budget amendments reflect an increase to the donation revenue account by \$13,179 and a corresponding increase to projects in the donation expenditure account.                                                                                   |
| <b>Related Strategic Priority:</b> | #1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT                                                                                                                                                                                                        |
| <b>Recommended Action/Motion:</b>  | Motion to approve budget amendments reflecting receipt and appropriation of \$13,179 in donations to the Stillwater Public Library.                                                                                                                   |
| <b>Prepared By:</b>                | Stacy Delano, Library Director                                                                                                                                                                                                                        |
| <b>Reviewed By:</b>                | Stacy Delano<br>Christy Driskel<br>Teresa Kadavy                                                                                                                                                                                                      |
| <b>Submitted By:</b>               | Brady Moore, City Manager                                                                                                                                                                                                                             |

**Attachments**

1. SPL BA's Donations 10.6.25 signed



# Budget Amendment Request

For Budget Year 2026

Department of Finance  
723 S. Lewis Street/P.O. Box 1449  
Stillwater, OK 74076-1449

Office: 405.372.0025  
Web: stillwater.org

Date: 09/24/2025

Department: Library

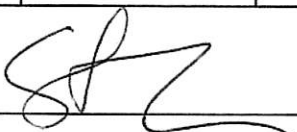
Requested by: Stacy DeLano, library director

Explanation: **Donation REVENUE**  
The library received a \$12,975 Friends of the Library donation for annual programming costs and \$204.31 from Stillwater Frontier Rotary Club for the purchase of children's honor books.

|           | Account Name                 | Account Number<br>(xxxxxxx-xxxxx) | Project Number | Current Budget Amount | Amount of Change | New Budget Amount |
|-----------|------------------------------|-----------------------------------|----------------|-----------------------|------------------|-------------------|
| Increase: | FOL Misc/Donations           | 1015510 - 48701                   | 20LB05101      | \$ 0                  | \$ 2,875         | \$ 2,875          |
|           | FOL-Teen / Donations         | 1015510 - 48701                   | 20LB02101      | \$ 0                  | \$ 1,700         | \$ 1,700          |
|           | FOL-Adult / Donations        | 1015510 - 48701                   | 20LB03101      | \$ 0                  | \$ 1,500         | \$ 1,500          |
|           | FOL-Children / Donations     | 1015510 - 48701                   | 20LB04101      | \$ 0                  | \$ 6,900         | \$ 6,900          |
|           | Designated Donat / Donations | 1015510 - 48701                   | 21LB07101      | \$ 0                  | \$ 204           | \$ 204            |
| Decrease: |                              | -                                 |                |                       |                  | \$ 0              |
|           |                              | -                                 |                |                       |                  | \$ 0              |
|           |                              | -                                 |                |                       |                  | \$ 0              |
|           |                              | -                                 |                |                       |                  | \$ 0              |
|           |                              | -                                 |                |                       |                  | \$ 0              |

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

**\$ 13,179**

Reviewed by Department Manager: 

Date: 09/24/2025

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: \_\_\_\_\_

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**Budget Amendment Request**

For Budget Year 2026

**Department of Finance**  
723 S. Lewis Street/P.O. Box 1449  
Stillwater, OK 74076-1449

Office: 405.372.0025  
Web: stillwater.org

Date: 09/24/2025

Department: Library

Requested by: Stacy DeLano, library director

Explanation: **Donation EXPENDITURES**  
The library received a \$12,975 Friends of the Library donation for annual programming costs and \$204.31 from Stillwater Frontier Rotary Club for the purchase of children's honor books.

|           | Account Name                 | Account Number<br>(xxxxxxx-xxxxx) | Project Number | Current Budget Amount | Amount of Change | New Budget Amount |
|-----------|------------------------------|-----------------------------------|----------------|-----------------------|------------------|-------------------|
| Increase: | FOL Misc/Donations           | 1015510 - 53041                   | 20LB05101      | \$ 11,678             | \$ 2,875         | \$ 14,553         |
|           | FOL-Teen / Donations         | 1015510 - 53041                   | 20LB02101      | \$ 4,131              | \$ 1,700         | \$ 5,831          |
|           | FOL-Adult / Donations        | 1015510 - 53041                   | 20LB03101      | \$ 3,880              | \$ 1,500         | \$ 5,380          |
|           | FOL-Children / Donations     | 1015510 - 53041                   | 20LB04101      | \$ 12,258             | \$ 6,900         | \$ 19,158         |
|           | Designated Donat / Donations | 1015510 - 53041                   | 21LB07101      | \$ 6,246              | \$ 204           | \$ 6,450          |
| Decrease: |                              | -                                 |                |                       |                  | \$ 0              |
|           |                              | -                                 |                |                       |                  | \$ 0              |
|           |                              | -                                 |                |                       |                  | \$ 0              |
|           |                              | -                                 |                |                       |                  | \$ 0              |
|           |                              | -                                 |                |                       |                  | \$ 0              |

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

**\$ 13,179**

Reviewed by Department Manager: 

Date: 09/24/2025

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: \_\_\_\_\_

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REPORT TO: CITY COUNCIL

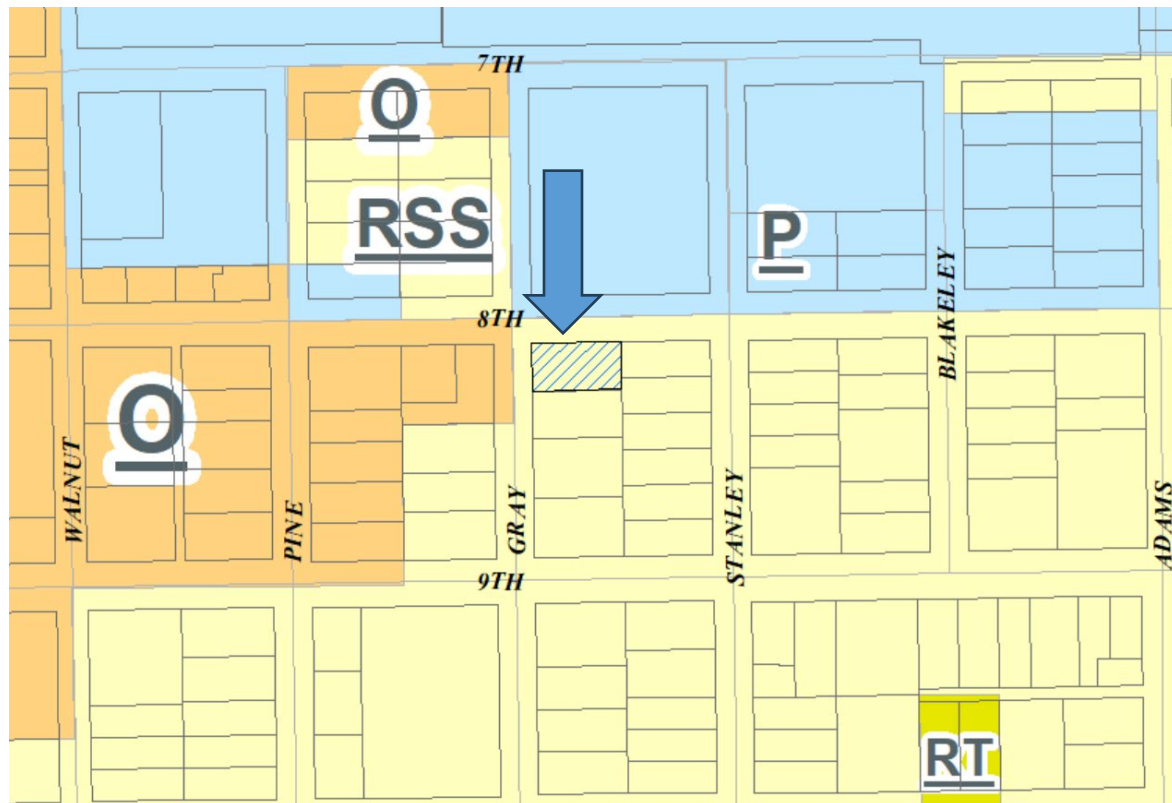
MEETING DATE: OCTOBER 6, 2025



|                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Agenda Item:</b>                | 7.a. CC-25-140                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Previous/Related Action:</b>    | <a href="#">September 9<sup>th</sup>, 2025 Planning Commission Report</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Background/Issue:</b>           | <p>The subject property is located on the southeast corner of Gray Street and 8th Avenue at 1421 West 8th Avenue. The tract currently has a single-family house on the property and is platted as Block 9 Lots 26-28 of Berry's Addition. The applicant is requesting to rezone the property to build a duplex. The property is currently zoned Small Lot Single-Family Residential (RSS). A duplex is not allowed in RSS and is allowed by right in the Two-Family Residential (RT) zoning district. If approved, all future development on this property will be required to align with the uses and design standards of the RT zoning district.</p> <p>The Future Land Use Map within the Comprehensive Plan indicates that the desired land use within this part of the community is Commercial. The proposed Map Amendment is inconsistent with the Future Land Use Map.</p> |
| <b>Proposal/Solution:</b>          | Planning Commission recommended approval of the Map Amendment with a 3-0 vote.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Financial Source/Impact:</b>    | None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Related Strategic Priority:</b> | #5 UNIQUE CULTURE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Recommended Action/Motion:</b>  | Motion to accept the Planning Commission recommendation and approve the Map Amendment for the property addressed as 1421 West 8th Avenue.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Prepared By:</b>                | Henry Bibelheimer, Senior Planner                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Reviewed By:</b>                | David Barth<br>Brady Moore<br>Teresa Kadavy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Submitted By:</b>               | Brady Moore, City Manager                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

#### Attachments

1. Area Map
2. Planning Commission Meeting Summary 09.09.2025
3. Zoning Comparison Table



*Stillwater* OKLAHOMA  
stillwaterok.gov

**Project Type:** MA25-08  
**Request:** Rezone from RSS to RT  
**Address:** 1421 W. 8<sup>th</sup> Avenue

STILLWATER PLANNING COMMISSION SUMMARY  
REGULAR MEETING OF SEPTEMBER 9<sup>TH</sup>, 2025  
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING  
LAW, THE AGENDA WAS POSTED September 16<sup>th</sup>, 2025 IN THE  
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET

MEMBERS PRESENT

Mark Prather, Member  
Mike Shanahan, Member  
David Peters, Member

STAFF PRESENT

Kim Payne, Assistant City Attorney  
David Barth, Development Services Director  
Henry Bibelheimer, Senior City Planner  
Joshua Brown, Development Coordinator  
Alexandria Holle-Maged, Administrative Assistant

MEMBERS ABSENT

Jana Phillips, Chair  
Riley Williams, Vice Chair

Staff Absent

1. CALL MEETING TO ORDER.

Commissioner Shanahan called the meeting to order at 5:30 p.m.

3. PUBLIC HEARING

- d. Receive public comment regarding a request for a Map Amendment (MA25-08) to rezone property addressed as 1421 W. 8th Avenue from Small Lot Single-Family Residential (RSS) to Two-Family Residential (RT) district

Mr. Henry Bibelheimer, Senior Planner, presents staff report and asks if there are any questions.

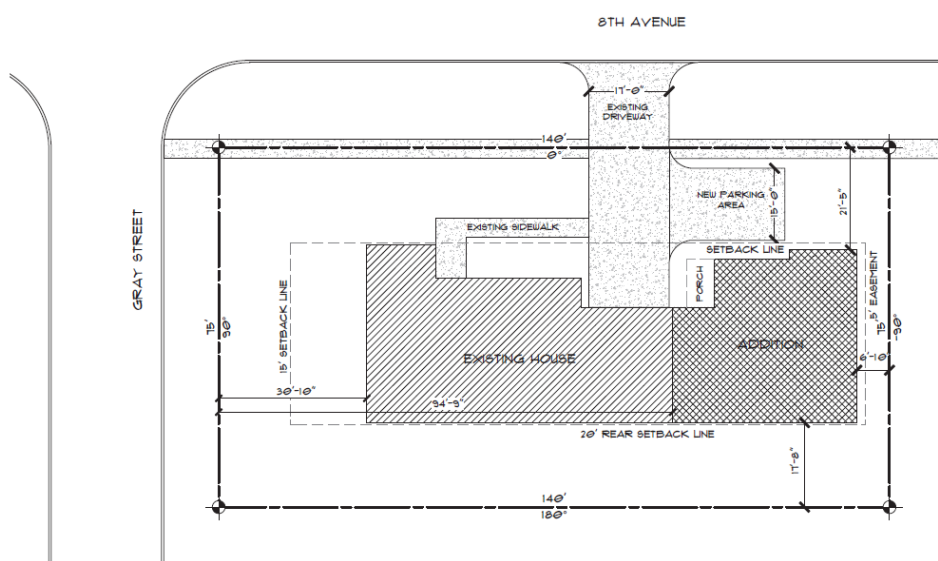
There are no questions from the planning commission at this time.

Commissioner Shanahan invites the applicant up to present.

Katie Purtie, Representative, Gose and Associates

- Requested rezoning to allow construction of an additional, which will include a kitchen. This makes this dwelling become defined as a duplex.

Don Williams, Representative, C Star and brings the following plans to share:



- Page 26 of 46

3. The RT zoning district does not align with the desired future land use set by the Comprehensive Plan.

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 do not recommend that the City Council approve 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.

**Commissioner Prather Motions to accept the Map Amendment as presented, Commissioner Peters Seconds.**

|            |          |          |         |          |        |
|------------|----------|----------|---------|----------|--------|
| Roll Call: | Phillips | Williams | Prather | Shanahan | Peters |
|            | Absent   | Absent   | Yes     | Yes      | Yes    |

*Time: 8 minutes*

| ZONING COMPARISON CHART                                                                            |                                                                                                                                              |                                                                                                                                                                             |
|----------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                    | RSS<br>(Residential Single Family Small Lot)                                                                                                 | RT (Residential Two-family)                                                                                                                                                 |
| Min Lot Size                                                                                       | 5,000 square feet                                                                                                                            | 7,500 square feet                                                                                                                                                           |
| Min Lot Width/Depth                                                                                | 50/100 feet                                                                                                                                  | 60/100 feet                                                                                                                                                                 |
| Max Structure Height                                                                               | 35 feet                                                                                                                                      | 35 feet                                                                                                                                                                     |
| Min Front Yard                                                                                     | 20 feet/10 feet from alley                                                                                                                   | 20 feet/10 feet from alley                                                                                                                                                  |
| Corner lot optional setback                                                                        | Front: 20 feet<br>Street Side: 15 feet                                                                                                       | N/A                                                                                                                                                                         |
| 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                                                                                   | No max limit                                                                                                                                 | 40 percent                                                                                                                                                                  |
| Landscaping/Screening<br>(earth berms, shrubs, fences,<br>decorative man-made materials,<br>trees) | No requirements                                                                                                                              | No requirements                                                                                                                                                             |
| Permitted Uses by Right<br>(Uses in <i>italic</i> are allowed in both<br>zoning districts)         | <ul style="list-style-type: none"> <li>• <i>Conventional single-family</i></li> <li>• <i>Residential design manufactured home</i></li> </ul> | <ul style="list-style-type: none"> <li>• <i>Conventional single-family</i></li> <li>• <i>Residential design manufactured home</i></li> <li>• Two-family (duplex)</li> </ul> |

REPORT TO: CITY COUNCIL

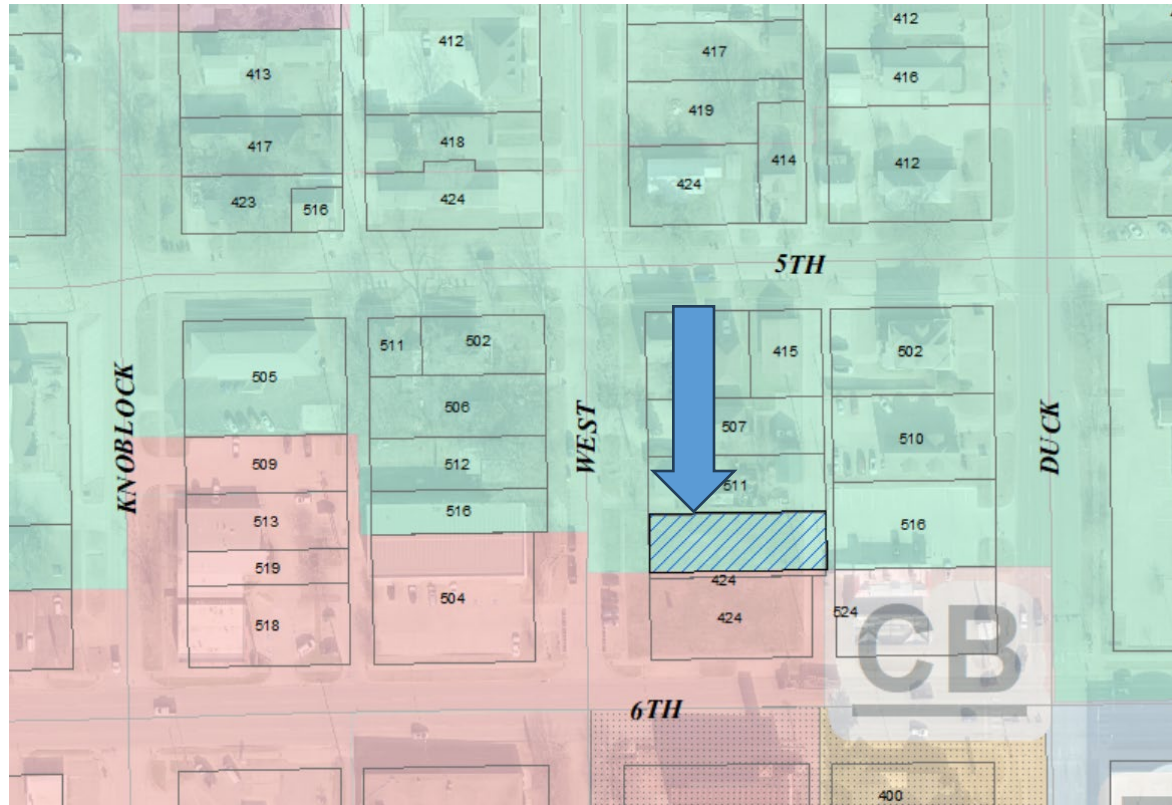
MEETING DATE: OCTOBER 6, 2025



|                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Agenda Item:</b>                | 7.b. CC-25-141                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Previous/Related Action:</b>    | <a href="#">September 9<sup>th</sup>, 2025 Planning Commission Report</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Background/Issue:</b>           | <p>The subject property is located just west of Duck Street and just north of 6th Avenue at 517 S West Street. The tract is currently vacant and is platted as Lots 16-17 Block 26 of College Addition.</p> <p>The applicant has requested to combine this property with the tract to the south for a proposed commercial development. The proposed development is a “food services” use, which is permitted by right in The Corridor Redevelopment Area Planning District, Transect 5 (T-5) as well as the Commercial General zoning district (CG). The tract to the south of 517 S. West is zoned Commercial General (CG). Before the two tracts can be combined, the tracts must have the same zoning. Before the property can be zoned CG, it must be removed from the Corridor Redevelopment Area Planning District, (T-5). The applicant is requesting to remove the tract from the Corridor Redevelopment Area Planning District and zone the property CG. This will allow the applicant to combine this tract with the vacant tract on the northeast corner of West 6th Avenue and South West Street, for a future commercial development. If approved, all future development will be required to align with the uses and design standards of the CG zoning district.</p> |
| <b>Proposal/Solution:</b>          | Planning Commission recommended approval of the Map Amendment with a 3-0 vote.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Financial Source/Impact:</b>    | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Related Strategic Priority:</b> | #4 CONNECTED SPACES<br>#5 UNIQUE CULTURE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Recommended Action/Motion:</b>  | Motion to accept the Planning Commission recommendation and approve the Map Amendment for the property addressed as 517 S West Street.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Prepared By:</b>                | Henry Bibelheimer, Senior Planner                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Reviewed By:</b>                | David Barth<br>Brady Moore<br>Teresa Kadavy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Submitted By:</b>               | Brady Moore, City Manager                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

**Attachments**

1. Area Map
2. Planning Commission Meeting Summary 09.09.2025
3. Zoning Comparison Chart



*Stillwater* OKLAHOMA  
stillwaterok.gov

**Project Type:** MA25-10

**Request:** Rezone from T5 to CG

**Address:** 517 S. West Street

STILLWATER PLANNING COMMISSION SUMMARY  
REGULAR MEETING OF SEPTEMBER 9<sup>TH</sup>, 2025  
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING  
LAW, THE AGENDA WAS POSTED September 16<sup>th</sup>, 2025 IN THE  
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET

MEMBERS PRESENT

Mark Prather, Member  
Mike Shanahan, Member  
David Peters, Member

STAFF PRESENT

Kim Payne, Assistant City Attorney  
David Barth, Development Services Director  
Henry Bibelheimer, Senior City Planner  
Joshua Brown, Development Coordinator  
Alexandria Holle-Maged, Administrative Assistant

MEMBERS ABSENT

Jana Phillips, Chair  
Riley Williams, Vice Chair

Staff Absent

1. CALL MEETING TO ORDER.

Commissioner Shanahan called the meeting to order at 5:30 p.m.

3. PUBLIC HEARING

- e. Receive public comment regarding a request for a MAP AMENDMENT (MA25-10), to remove property addressed as 517 S. West Street from the Corridor Redevelopment Area Planning District and zone as Commercial General (CG) district.

Mr. Henry Bibelheimer, Senior Planner, presents staff report and asks if there are any questions.

Commissioner Shanahan asks what requirements would be relieved by rezoning to Commercial General.

Mr. Bibelheimer advises that the applicant is required to rezone the property to be one zoning district as it currently straddles the two, but believes the applicant would be better to address why they chose one over the other.

Katie Purdy, Representative, Gose and Associates

- This property is a combination of two parcels which caused it to have a split zoning.
- Explained the need for consistent zoning across parcels for setbacks and development.
- CG zoning is more restrictive than current T5 zoning, but necessary for consolidation.

Commissioner Shanahan opens the public hearing and asks if there is anyone that wishes to speak in to speak in favor; none respond. Commissioner Shanahan asks if there is anyone that wishes to speak in opposition; none respond.

Commissioner Shanahan closes the public hearing and invites staff to present alternatives.

Findings:

1. The Land Development Code allows for the rezoning of land via Map Amendments.
2. A coffee shop is allowed in The Corridor Redevelopment Area Planning District, Transect-5

and the Commercial General zoning district.

3. A rezoning is required so that the lot can be consolidated with the property to the south to support the development of a coffee shop.

4. The CG zoning district does not align with the desired future land use set by the Comprehensive Plan.

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 do not recommend that the City Council approve 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.

**Commissioner Peters Motions to accept the Map Amendment as presented, Commissioner Prather Seconds.**

|            |          |          |         |          |        |
|------------|----------|----------|---------|----------|--------|
| Roll Call: | Phillips | Williams | Prather | Shanahan | Peters |
|            | Absent   | Absent   | Yes     | Yes      | Yes    |

*Time: 6 minutes*

| ZONING COMPARISON CHART                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                    | T5                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | CG (Commercial General)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Min Lot Size                                                                                       | No min requirements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | No min requirements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Min Lot Width/Depth                                                                                | No min requirements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | No min requirements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Max Structure Height                                                                               | 5-story max, 2-story min                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | No max height                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Min Front Yard                                                                                     | 5 feet                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 25 feet/10 feet from alley                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Min Side Yard - boundary with:                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Residential district                                                                               | No min requirements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 20 feet                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Commercial district                                                                                | No min requirements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 20 feet                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Industrial district                                                                                | No min requirements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 20 feet                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Min Rear Yard - boundary with:                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Residential district                                                                               | 20 feet                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 20 feet                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Any other district                                                                                 | 20 feet                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | No min requirements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Max Lot Coverage                                                                                   | 80 percent                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 50 percent                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Landscaping/Screening<br>(earth berms, shrubs, fences,<br>decorative man-made materials,<br>trees) | Foundation plantings, planters, trees<br>and groundcover (grass, or any<br>ornamental cover), at least 10% of<br>the private realm shall be<br>landscaped.<br>• Live/Work Unit<br>• Accessory Unit<br>• Residential Multi-Family<br>• Mixed Use Residential<br>• Hotel<br>• Inn<br>• Short-Term Rental<br>• Restaurant, Deli/Coffee Shop<br>• Bank<br>• Retail/Commercial<br>• Office<br>• Bar/Tavern/Nightclub<br>• Medical Marijuana Dispensary<br>• Library<br>• Religious Assembly<br>• Arts and Culture<br>• Education<br>• Government<br>• Outdoor Recreation<br>• Indoor Recreation<br>• Medical Marijuana Processing<br>• Medical Marijuana Commercial<br>Grower, Indoor Only | No requirements<br><br>• Arts & Entertainment<br>• <i>Bed &amp; Breakfast, Hotel, Motel</i><br>• <i>Beverage Services</i><br>• Churches & Religious Institutions<br>• <i>Financial Institutions &amp; Services</i><br>• <i>Food Services</i><br>• <i>Free-Standing Self-Service</i><br>• Health Care & Social Assistance<br>• <i>Information</i><br>• Parking Lots/Garages<br>• <i>Personal &amp; Laundry Services</i><br>• <i>Personal Storage &amp; Warehousing</i><br>• <i>Professional &amp; Administrative Offices</i><br>• Recreation<br>• Research & Development<br>• <i>Retail Trade</i><br>• Transportation Activities<br>• Utilities<br>• Vehicle & Equipment Sales/Service<br>• Wholesale Trade |
| Permitted Uses by Right<br>(Uses in <i>italic</i> are allowed in both<br>zoning districts)         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

- |  |                                                                                                                                                    |  |
|--|----------------------------------------------------------------------------------------------------------------------------------------------------|--|
|  | <ul style="list-style-type: none"><li>• Movie Theater</li><li>• Outdoor Auditorium</li><li>• Parking Structure</li><li>• Surface Parking</li></ul> |  |
|--|----------------------------------------------------------------------------------------------------------------------------------------------------|--|

REPORT TO: CITY COUNCIL

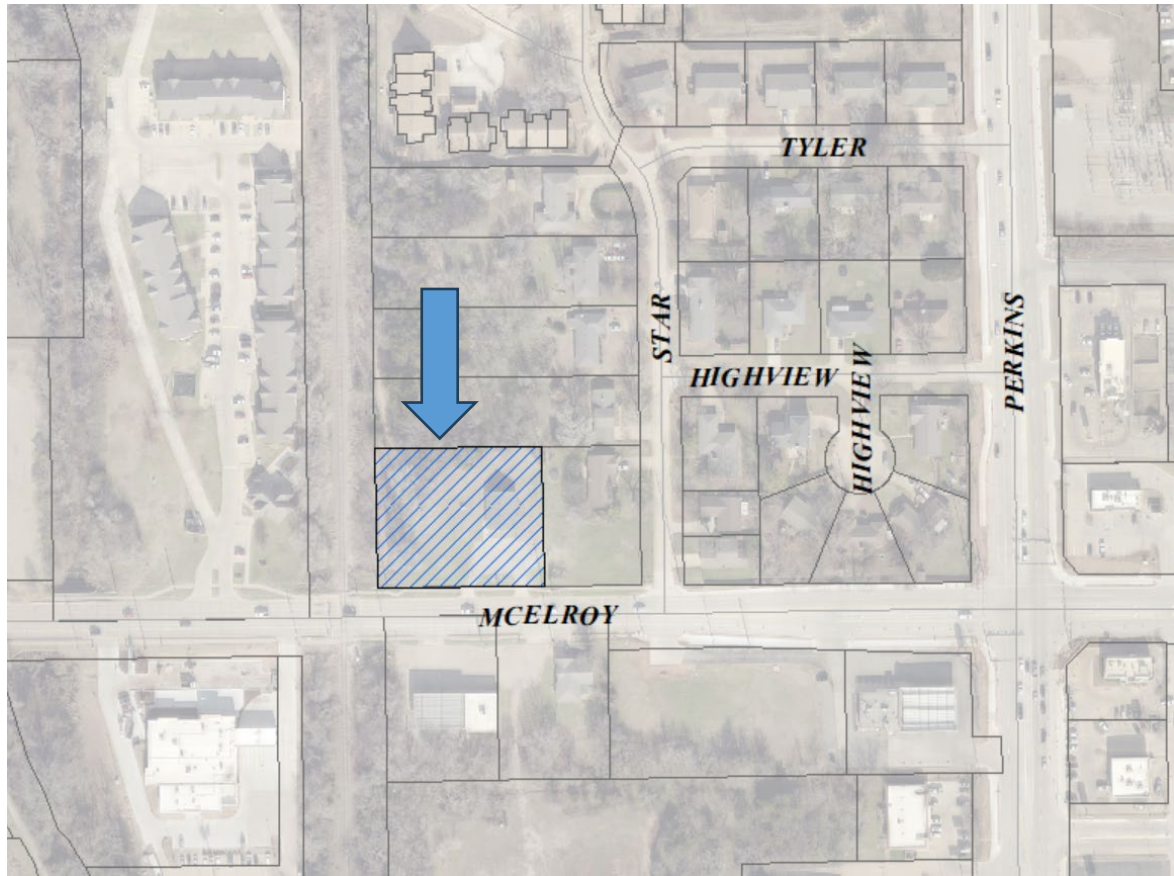
MEETING DATE: OCTOBER 6, 2025



|                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Agenda Item:</b>                | 7.c. CC-25-142                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Previous/Related Action:</b>    | <a href="#">September 16<sup>th</sup>, 2025 Planning Commission Report</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Background/Issue:</b>           | <p>The subject property is one-quarter mile west of North Perkins Road, on the north side of East McElroy Road. The property is currently being used by Hosanna Assembly of God as a church. The applicant requests review and approval of a Specific Use Permit to allow Churches and Religious Institutions at the property addressed as 418 E McElroy Road.</p> <p>The property is zoned Small Lot Single-Family Residential (RSS), and churches and religious institutions are allowed with a specific use permit in the RSS district. The applicant is requesting to construct a new church building on the property, as an expansion of the existing use. A specific use permit will bring the property into compliance.</p> |
| <b>Proposal/Solution:</b>          | Planning Commission recommended approval of the SUP with a 3-0 vote.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Financial Source/Impact:</b>    | None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Related Strategic Priority:</b> | #3 SAFE COMMUNITY<br>#4 CONNECTED SPACES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Recommended Action/Motion:</b>  | Motion to accept the Planning Commission recommendation and approve the Specific Use Permit for the property addressed as 418 E McElroy Road.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Prepared By:</b>                | Henry Bibelheimer, Senior Planner                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Reviewed By:</b>                | David Barth<br>Brady Moore<br>Teresa Kadavy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Submitted By:</b>               | Brady Moore, City Manager                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

#### Attachments

1. Area Map
2. Planning Commission 09.16.2025 Meeting Summary
3. Exhibit



*Stillwater* OKLAHOMA  
stillwaterok.gov

**Project Type:** SUP25-05  
**Request:** Specific Use Request to Allow Churches & Religious Institutions in the Small Lot Single-Family Residential (RSS) District  
**Address:** 418 E. McElroy Road

STILLWATER PLANNING COMMISSION SUMMARY  
REGULAR MEETING OF SEPTEMBER 16<sup>TH</sup>, 2025  
IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING  
LAW, THE AGENDA WAS POSTED September 12<sup>th</sup>, 2025 IN THE  
MUNICIPAL BUILDING AT 723 SOUTH LEWIS STREET

MEMBERS PRESENT

Mark Prather, Member  
Mike Shanahan, Member  
David Peters, Member

STAFF PRESENT

Kim Payne, Assistant City Attorney  
David Barth, Development Services Director  
Henry Bibelheimer, Senior City Planner  
Joshua Brown, Development Coordinator  
Alexandria Holle-Maged, Administrative Assistant

MEMBERS ABSENT

Jana Phillips, Chair  
Riley Williams, Vice Chair

Staff Absent

1. CALL MEETING TO ORDER.

Commissioner Shanahan called the meeting to order at 5:30 p.m.

3. PUBLIC HEARING

- a. Receive public comment for a Specific Use Permit (SUP25-05) to allow Churches and other Religious Institutions in the Small Lot Single-Family Residential (RSS) district at property addressed as 418 E. McElroy Road.

Mr. Henry Bibelheimer, Senior Planner, presents staff report and asks if there are any questions.

There are no questions from the planning commission at this time.

Commissioner Shanahan invites the applicant or representative up to present.

Seth Mathis, Senior Pastor, Hosanna Church, 1925 West Forest Ridge.

- Previously owned property across the street (old gas station) used for children's ministries and fellowship. Families became uncomfortable with children separated by traffic.
- Sold that property ~1.5 years ago and plan to use proceeds to construct a new building adjacent to the current church.
- Church has been at the current site 20+ years.
- Stated desire to begin construction with approval.

There are no questions from the planning commission at this time.

Commissioner Shanahan opens the public hearing and invites anyone who would like to speak in favor of the item.

Zack Hail, 3602 North Washington Street, Apt. I-75, Stillwater

- Member of Hosanna Church.

- Supports a bigger building and expressed desire for the children's ministry to return to the main property.

Commissioner Shanahan asks if anyone would like to speak in opposition to the item; none respond. Commissioner Shanahan closes the public hearing.

Commissioner Shanahan invites staff back to present the findings and alternatives.

Henry Bibelheimer presents the findings and alternatives.

**Findings:**

1. The Land Development Code allows churches and religious institutions in the RSS District with a specific use permit.
2. This specific use permit would bring the current use into compliance.
3. The proposed expansion of the church aligns with the Comprehensive Plan, which calls for Commercial uses for the subject property location.

**Alternatives:**

1. Accept findings and recommend that the City Council approve the specific use permit as presented.
2. Find that the specific use permit is not an appropriate use for the property based upon the impacts to the surrounding vicinity and do not recommend that the City Council approve the specific use permit.
3. Find that additional information or discussion is needed prior to making a recommendation and table the request to a certain date.

Staff recommends Alternative 1: Approve the Specific Use Permit as presented

**Commissioner Prather motions to approve the Specific Use Permit as presented. Commissioner Peters Seconds.**

| Roll Call: | Phillips | Williams | Prather | Shanahan | Peters |
|------------|----------|----------|---------|----------|--------|
|            | Absent   | Absent   | Yes     | Yes      | Yes    |

*Time: 7 minutes*



**ORDINANCE NO. 3582**

AN ORDINANCE REZONING A TRACT OF LAND LOCATED AT 1421 W. 8<sup>TH</sup> AVENUE FROM SMALL LOT SINGLE-FAMILY RESIDENTIAL (RSS) TO TWO-FAMILY RESIDENTIAL (RT).

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

Parcels located at 1421 W. 8<sup>TH</sup> Avenue:

LOTS TWENTY-SIX (26), TWENTY-SEVEN (27), AND TWENTY-EIGHT (28), IN BLOCK NINE (9), BERRY’S ADDITION, TO THE CITY OF STILLWATER, PAYNE COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF.

be and the same is hereby rezoned from RSS (SMALL LOT SINGLE-FAMILY RESIDENTIAL) to RT (TWO-FAMILY RESIDENTIAL).

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: 10/06/2025  
Second Reading:

**ORDINANCE NO. 3583**

AN ORDINANCE TO REMOVE THE PROPERTY FROM THE CORRIDOR REDEVELOPMENT AREA PLANNING DISTRICT AND ZONE AS COMMERCIAL GENERAL (CG) THE PROPERTY ADDRESSED AS 517 S. WEST STREET.

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

Parcels located at 517 S. West Street:

LOTS FIFTEEN (15), SIXTEEN (16) AND SEVENTEEN (17), IN BLOCK TWENTY-SIX (26), COLLEGE ADDITION, TO THE CITY OF STILLWATER, PAYNE COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF. AND A STRIP OF LAND TWELVE AND ONE-HALF (12.5) FEET IN WIDTH LOCATED IN THE SOUTH HALF (S/2) OF THE SOUTHWEST QUARTER (SW/4) OF SECTION FOURTEEN (14), TOWNSHIP NINETEEN (19) NORTH, RANGE TWO (2) EAST OF THE INDIAN MERIDIAN, PAYNE COUNTY, OKLAHOMA, FURTHER DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHWEST CORNER OF LOT 17, BLOCK 26, OF COLLEGE ADDITION; THENCE SOUTH 75 FEET, ALONG THE WEST LINE OF SAID BLOCK 26, TO THE SOUTHWEST CORNER OF LOT 15; THENCE WEST 12.5 FEET, PERPENDICULAR TO THE WEST LINE OF BLOCK 26; THENCE NORTH 75 FEET, PARALLEL TO SAID WEST LINE; THENCE EAST 12.5 FEET, PERPENDICULAR TO SAID WEST LINE TO THE NORTHWEST CORNER OF LOT 17, SAID POINT BEING THE POINT OF BEGINNING.

be and the same is hereby removed from the CORRIDOR REDEVELOPMENT AREA PLANNING DISTRICT and zoned as COMMERCIAL GENERAL(CG).

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: 10/6/2025  
Second Reading:

**ORDINANCE NO. 3580**

AN ORDINANCE REZONING A TRACT OF LAND LOCATED AT 1212 S PERKINS ROAD FROM LIGHT INDUSTRIAL (IL) TO COMMERCIAL GENERAL (CG).

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

Parcels located at 1212 S. Perkins Road:

Lots "J", "K", "L", "M", "N", and "O", in Block Nineteen (19), LOWRY'S SECOND ADDITION to the City of Stillwater, according to the Amended Plat and Dedication of said Block 19, LOWRY'S SECOND ADDITION to Stillwater, Payne County, Oklahoma. LESS AND EXCEPT the East 17 .00 feet of said Lot "O".

AND

The East One Hundred Feet (100) of Lot One (1), Block Thirteen (13), LOWRY'S SECOND ADDITION to the City of Stillwater, Payne County, Oklahoma, according to the recorded plat thereof. LESS AND EXCEPT: A strip, piece or parcel of land lying in part of Lot 1, Block 13 of LOWRY'S SECOND ADDITION to the City of Stillwater, in Payne County, Oklahoma. Said parcel of land being described by metes and bounds as follows: Beginning at the SE/corner of said Lot 1, thence West along the South line of said Lot 1 a distance of 79.71 feet, thence N 46°02'02" W a distance of 28.69 feet, thence North a distance of 89.78 feet to a point on the North line of said Lot 1, thence East along said North line a distance of 100.00 feet to the NE/corner of said Lot 1, thence South along the East line of said Lot 1 a distance of 110.00 feet to the point of beginning.

AND

A tract of land in the Northeast Quarter (NE/4) of the Southeast Quarter (SE/4) of Section Twenty-three (23), Township Nineteen (19) North, Range Two (2) East, J.M., City of Stillwater, Payne County, State of Oklahoma, more particularly described by metes and bounds as follows: Beginning at the Southeast corner (SE/cor) of Block Thirteen (13), LOWRY'S SECOND ADDITION to the City of Stillwater, Payne County, State of Oklahoma, thence West 300 feet; thence South 85 feet; thence East 300 feet; thence North 85 feet to the point of beginning. LESS AND EXCEPT: A strip, piece or parcel of land lying in part of the NE/4 SE/4 (being the vacated street abutting the South line of Block 13 of LOWRY'S SECOND ADDITION to the City of Stillwater) of Section 23, Township 19 North, Range 2 East, in Payne County, Oklahoma. Said parcel of land being described by metes and bounds as follows: Beginning at the SE/corner of Block 13 of LOWRY'S SECOND ADDITION to the City of Stillwater, thence West along the South line of said Block 13 a distance of 79.71 feet, thence S 46°02'02" E distance of 88.69 feet, thence S 01°02'02" E distance of 22.43 feet to a point on the North line of Tinker's Subdivision of Block 19, LOWRY'S SECOND ADDITION to the City of Stillwater, thence East along said North line a distance of 17.00 feet to the NE/corner of said Block 19, thence North a distance of 85.01 feet to the point of beginning.

be and the same is hereby rezoned from IL (LIGHT INDUSTRIAL) to CG (COMMERCIAL GENERAL).

PASSED, APPROVED, AND ADOPTED THIS 6TH DAY OF OCTOBER, 2025.

---

WILLIAM H. JOYCE, MAYOR

(SEAL)  
ATTEST:

---

TERESA KADAVY, CITY CLERK

APPROVED AS TO FORM AND LEGALITY THIS 6TH DAY OF OCTOBER, 2025.

TAMMY EWING, ASSISTANT CITY ATTORNEY

First Reading: 09/22/2025  
Second Reading: 10/06/2025

## ORDINANCE NO. 3581

AN ORDINANCE AMENDING THE STILLWATER CITY CODE BY AMENDING CHAPTER 2, ADMINISTRATION, ARTICLE VI, FINANCIAL AFFAIRS, DIVISION 1, GENERALLY, BY AMENDING SECTION 2-583, FINANCE DEPARTMENT BY PROVIDING THAT THE DIRECTOR OF FINANCE MAY ALSO HOLD THE TITLE OF CHIEF FINANCIAL OFFICER AND THAT ALL DUTIES, POWERS, AND RESPONSIBILITIES APPLY EQUALLY TO THE DUAL TITLE OF DIRECTOR OF FINANCE AND CHIEF FINANCIAL OFFICER; REPEALING ALL ORDINANCES TO THE CONTRARY; AND PROVIDING FOR SEVERABILITY.

*(AMENDMENTS HIGHLIGHTED BY STRIKETHROUGH AND UNDERLINING)*

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

**SECTION 1:** The Stillwater City Code, Chapter 2, Administration, Article VI, Financial Affairs, Division 1, Generally, Section 2-583, Finance department, to be amended as follows:

### **Sec. 2-583. Finance department.**

There is hereby created a department of finance, the head of which shall be the director of finance, appointed as provided in the Charter § 3-5. The director of finance shall also hold the title of chief financial officer and may be referred to in official documents, communications, and representations as either the director of finance or chief financial officer. All duties, powers, and responsibilities associated with the position of director of finance, as set forth in the City Charter and City Code, shall apply equally to the dual title of director of finance and chief financial officer.

**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, 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.

Passed, approved, and adopted this 6th day of October, 2025.

---

William H. Joyce, Mayor

(Seal)  
Attest:

---

Teresa Kadavy, City Clerk

Approved as to form and legality this 6th day of October, 2025.

---

Kimberly Carnley, City Attorney

First Reading: 9/22/2025  
Second Reading: 10/06/2025