



Together, Investing in Municipal Excellence

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY MEETING AGENDA
OCTOBER 20, 2025

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

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

1. Call Meeting to Order

2. Consent Docket

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

a.	Approve September 22, 2025 regular meeting minutes.	
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3. Public Comment on Items not Scheduled for Public Hearings

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

4. Items Removed from the Consent Docket

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

5. General Orders

SEDA will hear a staff presentation and take action including a vote or series of votes on each item listed as presented or as amended or revised by members of the Authority unless the agenda entry specifically states no action will be taken. The requested action is indicated in each agenda entry but may be amended or revised prior to action by the Authority.

a.	Chamber of Commerce Quarterly Report	Kari Moore
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6. Questions and Inquiries

7. Reports from Officers and Boards

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

8. Adjourn

On October 16, 2025 at 11:30 a.m., a true and correct copy of this agenda was posted on the kiosk outside City Hall, 723 S. Lewis Street, Stillwater, OK.

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

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

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

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

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

ABSENT: NONE

1. CALL MEETING TO ORDER

Chair Joyce called the meeting to order at 6:02 p.m.

2. CONSENT DOCKET

- a. Approve September 8, 2025 regular meeting minutes.
- b. Approve Amendment #1 to Professional Services Agreement with Visit Stillwater OK, Inc. and associated budget amendment.

MOTION BY VICE CHAIR DZIALOWSKI, SECOND BY TRUSTEE HARDIN TO APPROVE THE
CONSENT DOCKET AS PRESENTED.

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

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

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

4. ITEMS REMOVED FROM CONSENT DOCKET

None.

5. QUESTIONS & INQUIRIES

None.

6. REPORTS FROM OFFICERS AND BOARDS

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

7. ADJOURN

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HAWKINS TO ADJOURN THE SEPTEMBER 22, 2025 REGULAR MEETING OF THE STILLWATER ECONOMIC DEVELOPMENT AUTHORITY.

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

The regular meeting of the Stillwater Economic Development Authority adjourned at 6:03 p.m.

**WILLIAM H. JOYCE, CHAIR
STILLWATER ECONOMIC DEVELOPMENT
AUTHORITY**

**TERESA KADAVY, SECRETARY
STILLWATER ECONOMIC DEVELOPMENT
AUTHORITY**

Performance Metrics by Strategic Focus Area With Tracking

This outlines measurable performance metrics aligned with the strategic focus areas of the Stillwater Chamber of Commerce Economic Development Strategic Plan (2025–2028).

These metrics shall serve as the evaluation framework for the Chamber’s performance under the FY24–25 Economic Development Services Contract.

The added 'Year-To-Date (YTD) Tracking' column supports quarterly progress monitoring and performance evaluation.

Contract Scope Area	Strategic Pillar	Performance Metric (FY24–25 Target)	Year-To-Date Tracking
A. First Contact for Economic Development Services	Business Recruitment	-Respond to 100% of qualified inquiries within 5 business days. -Produce 5 customized proposals for prospects. -Attend 2 site selector conferences. -Host 1 site selector/prospect visit.	-Participated in 3 qualified inquiry calls. 2 of the 3 have become project opportunities in our pipeline. -Submitted 3 proposals for prospects. -Provided Support for a county opportunity in partnership with Cushing Economic Development. -Hosted a potential investment group in partnership with Cowboy Venture Partners. -Attended I-35 MegaMixer Site Selection Event 4/24 (Dallas, TX). -Attended Regional Partner Site Selection Fireside Chat. 4/25 (OKC) -Hosted 3 site visits - June(2) & July(1) -Attended the Southern Economic Development Conference -Participated in Site Selector Guild Virtual Table Talks
B. Monthly Coordination Meetings	Operational Excellence	-Hold 12 coordination meetings. -Track action items	- Met with City Manager Brady Moore in April, May and June. -Action Items include Set a meeting with HR Staff to support city employee recruitment efforts. -Presented Strategic Plan -Coordinated for Site Selection Visits - Met with City Manager Brady Moore in July, August and September.

			-Action Items included Feedback from June Site Visit with Colliers International. -Center On Rural Innovation (CORI) Investment Update -Coordinated Project site visit -Discussed regional economic development roundtable meeting. -Discussed community marketing partnership program application.
C. Marketing and Promotion	Business Recruitment / Property Activation	-Enhance existing Grow Stillwater website with searchable property map and cost of doing business calculator. -Produce 1 new marketing asset per quarter. -Run 6 social media campaigns highlighting target sectors.	-Updated Grow Stillwater Website with new drone footage. Working with website developers on cost of doing business calculator. -Purchased new drone footage to utilize for marketing purposes. -Released Welcome to Stillwater Recruitment Video -Launched Stillwater Economic Development Social Media Accounts -Partnered with Visit Stillwater & Stillwater Regional Airport on a joint advertisement in the Thunder Magazine. -Partnered with Visit Stillwater, The City of Stillwater and The Stillwater Regional Airport to apply for the OK Department of Commerce's Community Marketing Partnership Program.
D. Business Retention and Expansion (BRE)	Business Retention & Expansion	-Conduct 25 BRE visits (15 small, 10 top employers). -Partner with Meridian Technology for business assistance with OIEP applications. -Invest in a CRM to track all engagements. -Submit semiannual BRE report.	-Conducted BRE Visits with 6 top employers and 12 Small businesses. -OIEP partnership brought in 19 applications, 17 awards for over \$938,900.00 in funds with a total project cost of \$3,488,995.00 (In 2024 only 9 companies in Stillwater were awarded) -Currently working between 2 CRM options: EDCFordge and GSII Solutions
E. Community Data System	Operational Excellence / Property Activation	-Maintain quarterly updated inventory of available properties. -Invest in CORI partnership to	-Sent property request emails to 4 owners offering to promote their spaces.

		develop community data and statistics tracking system. Complete phases 1&2 of the four-phase proposal. -Publish an online economic dashboard with workforce data. -Deliver semi-annual community data report.	-Worked with 3 new commercial building owners on property activation. - Hosted our first Commercial Real Estate program in July.
F. Proactive Business Recruitment	Business Recruitment	-Complete NAICS code analysis to develop industry-specific recruitment materials and prospect list for targeted industries. -Track and report total private investment secured.	-NAICS Code analysis complete. Target industries developed: • Agricultural Technology and Bioscience • Advanced Air Mobility / Unmanned Aerial Systems • Manufacturing (varied sectors) • Information Technology and Telecommunications -Participated in 1 Pre-Application meeting with Developers and City Staff. -Met with Oklahoma State University about partnering to connect with Alumni who are in leadership positions within these target industries to bring industry investment into Stillwater.
G. Cooperative Marketing	Business Recruitment	-Engage in 3 regional/state marketing initiatives. -Co-sponsor 1 regional or statewide economic event.	-Purchased an ad to participate in Oklahoma's Marketing campaign in the Xpansion Journal Magazine. The digital version received over 27,000 views. -Hosted Select OK In-Market Site Selection Visit -Partnered with Visit Stillwater, Stillwater Regional Airport and The City of Stillwater on a joint application for the Oklahoma Department of Commerce "Community Marketing Partnership Program." -Attended Select Oklahoma Monthly Meetings

			-Attended “All in for Oklahoma,” through Oklahoma Department of Commerce. Stillwater will host this meeting in March of 2026. -Participated in OKC Regional Partnership meetings
H. Small Business and Entrepreneurship	Entrepreneurship	-Host 1 entrepreneurship workshop and pitch competition. -Develop targeted outreach and support programs for underrepresented entrepreneurs, including women, minority, and veteran owned businesses. -Refer 10 businesses to startup resources.	-Small Business University Launched in June. 19 participants with 17 of them Graduated in August. - Have referred 6 businesses to Start up- resources -Partnered with Meridian Technology and Exchange Bank on Small Business Fraud Prevention Seminar.
I. Organizational Excellence	Operational Excellence	-Complete peer ED funding model analysis by Q3. -Present long-term funding diversification plan by end of FY. -Maintain 100% on-time reporting and budget transparency.	



ECONOMIC DEVELOPMENT SERVICES:

Q3-2025

JULY - AUGUST - SEPTEMBER

The Mission of the Stillwater Chamber of Commerce Economic Development Division is to promote and support economic growth by attracting, retaining, and expanding diverse and sustainable businesses. we work in partnership with community stakeholders to create quality jobs, enhance quality of life, and ensure long-term prosperity for Stillwater through *responsive, transparent and community-driven initiatives*.

Sustainability. Collaborative. Intentional. Ethics First. Community-Centered.

PARTNERS IN ECONOMIC DEVELOPMENT



MERIDIAN
TECHNOLOGY CENTER



SWO *Stillwater*
REGIONAL AIRPORT



OKLAHOMA
Commerce



G R E A T E R
O K L A H O M A C I T Y
C H A M B E R



SELECT
OKLAHOMA

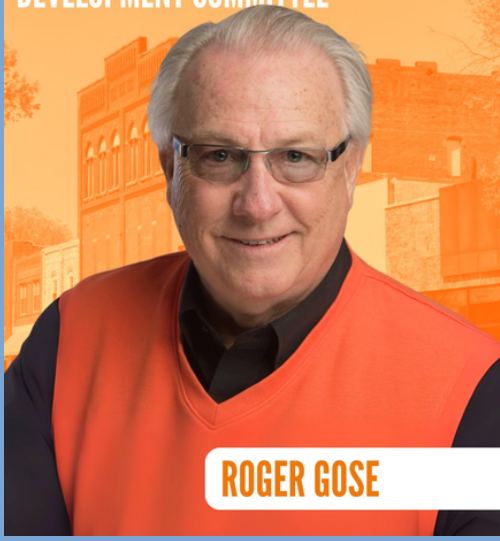
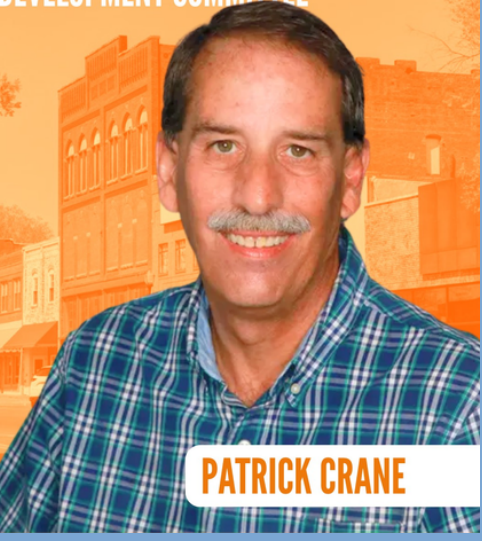


VisitStillwaterOK.org



Stillwater
stillwaterok.gov

MEET THE ECONOMIC DEVELOPMENT COMMITTEE

 MEET THE ECONOMIC DEVELOPMENT COMMITTEE ROGER GOSE	 MEET THE ECONOMIC DEVELOPMENT COMMITTEE MIKE D. WOODS	 MEET THE ECONOMIC DEVELOPMENT COMMITTEE MICHAL SHAW
 MEET THE ECONOMIC DEVELOPMENT COMMITTEE KRISTEN HADLEY	 MEET THE ECONOMIC DEVELOPMENT COMMITTEE SAMUEL JEYASINGH	 MEET THE ECONOMIC DEVELOPMENT COMMITTEE PATRICK CRANE

OPPORTUNITY TAKES FLIGHT

in Stillwater



#FLYSWO



INDUSTRIAL
DEVELOPMENT



LIVE & PLAY



FOREIGN TRADE
ZONE STATUS



COLLEGE CAREER
READINESS



ARTS &
ENTERTAINMENT

**AMERICA'S FRIENDLIEST COLLEGE TOWN!
WHERE TRADITION MEETS TOMORROW**



PROGRAMS

REGIONAL ECONOMIC DEVELOPMENT ROUNDTABLE



MAKING THE MOST OF YOUR COMMERCIAL INVESTMENT PANEL



SMALL BUSINESS UNIVERSITY

Introducing the **2025 COHORT**

IN PARTNERSHIP WITH:



PIPELINE

SITE
SELECTORS
GUILD

ANNUAL CONFERENCE
OKLAHOMA
'25 SEDC
CITY



COMING SOON



**Center
on Rural
Innovation**

PARTNERSHIP



**NOVEMBER 14, 2025
11:00AM - 1:00PM**

**NEW TO
STILLWATER**
mixer

