



Together, Investing in Municipal Excellence

CITY COUNCIL MEETING AGENDA
OCTOBER 20, 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. 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 October 6, 2025 regular meeting minutes.	
b.	Approve a budget amendment to appropriate \$200,000 from the Transportation Sales Tax Fund to purchase materials and services for use by the Public Works Department to repair city streets and sidewalks.	Jared Thulin
c.	Approve Extension Agreement #1 for Lawn Care Services for City Facilities with Tus Nua Lawn and Landscape, LLC in the amount of \$374,528 for an additional one-year term beginning November 1, 2025, and ending October 31, 2026.	CC-25-143 Barbara Bliss

4. 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.

5. 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.

6. Resolution

a.	RESOLUTION NO. CC-2025-27: CONSIDERATION, DISCUSSION, AND POSSIBLE ACTION REGARDING RESOLUTION NO. CC-2025-27, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STILLWATER, OKLAHOMA, AUTHORIZING AND APPROVING TRANSFER OF FUNDS HELD BY THE STILLWATER PUBLIC LIBRARY TRUST TO A 501(C)(3) NON-PROFIT SERVING AS A DISCREETLY PRESENTED COMPONENT UNIT OF THE CITY OF STILLWATER, OKLAHOMA FOR PURPOSES OF THE CITY'S ANNUAL COMPREHENSIVE FINANCIAL REPORT ("ACFR"); IDENTIFYING THE SOURCE OF THE FUNDING AS PRIVATE DONATIONS ALTHOUGH IDENTIFIED ON THE CITY'S ACFR; APPROVING AND AUTHORIZING TERMINATION OF THE STILLWATER PUBLIC LIBRARY TRUST; AND APPROVING THE 501(C)(3) TO ACQUIRE TAX EXEMPT STATUS AS A TYPE I SUPPORTING ORGANIZATION FOR SUPPORT OF THE STILLWATER PUBLIC LIBRARY.
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7. 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.

Second 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.

8. 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

9. Questions and Inquiries

10. 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 OCTOBER 1, 2025 AT 4:45 P.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
OCTOBER 6, 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

The Stillwater City Council led the audience in the Pledge of Allegiance.

3. PROCLAMATIONS/PRESENTATIONS

a. Public Power Week Proclamation

Mayor Joyce read the proclamation declaring October 5-11, 2025 as Public Power Week. Stillwater Electric Utility Manager Lee Jackson accepted the proclamation.

b. Fire Prevention Week Proclamation

Mayor Joyce read the proclamation declaring October 5-11, 2025 as Fire Prevention Week. Fire Marshal Thomas Tharp and Sparky accepted the proclamation. Fire Marshal Tharp stated that Sparky will be visiting the elementary schools this week to discuss fire prevention.

c. Support Your Local Chamber Day Proclamation

Mayor Joyce read the proclamation proclaiming 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. Chamber of Commerce President Alane Zannotti accepted the proclamation and thanked the City for their support.

d. Sister Cities Update Presentation and 40th Anniversary of the Sister Cities Partnership Proclamation

Mayor Joyce and City Manager Moore presented photos and the gifts received during their trip to Kameoka, Japan to help celebrate the 40th Anniversary of the Sister Cities Partnership. They also helped Kameoka celebrate their 70th Anniversary of becoming a City. Mayor Joyce and City Manager Moore shared stories and experiences of their visit to Kameoka. Mayor Joyce read the proclamation honoring Kameoka and the 40th Anniversary of the Sister Cities Partnership. The local Sister Cities Council accepted the proclamation.

4. CONSENT DOCKET

- a. Approve September 22, 2025 regular meeting minutes
- b. Approve Equipment & Safety Training Pilot Program – Park Area Maintenance & Improvements
- c. Acknowledge receipt of the Stillwater Public Library Trust report reflecting FY24-25 activities
- d. Approve budget amendments reflecting receipt and appropriation of \$13,179 in donations to the Stillwater Public Library.

MOTION BY COUNCILOR CLARK, SECOND BY VICE MAYOR DZIALOWSKI 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 (MA25-08) to rezone property addressed as 1421 W. 8th Avenue from Small Lot Single-Family Residential (RSS) to Two-Family Residential (RT) district.

Senior Planner Henry Bibelheimer reported that 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.

Mayor Joyce opened the public hearing.

Stephen Gose, Gose & Associates, 113 W. 8th, spoke on behalf of the applicant.

Mayor Joyce closed the public hearing.

Planning Commission recommended approval of the Map Amendment with a 3-0 vote.

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR CLARK TO ACCEPT THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE THE MAP AMENDMENT FOR THE PROPERTY ADDRESSED AS 1421 WEST 8TH AVENUE.

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

- 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.

Senior Planner Henry Bibelheimer reported that 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.

Mayor Joyce opened the public hearing.

Stephen Gose, Gose & Associates, 113 W. 8th, spoke on behalf of the applicant.

Mayor Joyce closed the public hearing.

Planning Commission recommended approval of the Map Amendment with a 3-0 vote.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HARDIN TO ACCEPT THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE THE MAP AMENDMENT FOR THE PROPERTY ADDRESSED AS 517 S. WEST STREET.

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

- 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.

Senior Planner Henry Bibelheimer reported that 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. Mr. Bibelheimer stated that 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.

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

Planning Commission recommended approval of the Map Amendment with a 3-0 vote.

Staff recommended approval of the Map Amendment. City Attorney Kimberly Carnley stated that the motion should be for a Specific Use Permit and requested an amended motion.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ACCEPT THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE THE SPECIFIC USE PERMIT FOR THE PROPERTY ADDRESSED AS 418 E. MCELROY ROAD.

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

8. ORDINANCES

a. First Reading

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.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO ADVANCE ORDINANCE NO. 3582 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. 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.

MOTION BY COUNCILOR HAWKINS, SECOND BY VICE MAYOR DZIALOWSKI TO ADVANCE ORDINANCE NO. 3583 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. 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 CLARK TO ADOPT ORDINANCE NO. 3580 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.

MOTION BY COUNCILOR CLARK, SECOND BY VICE MAYOR DZIALOWSKI TO ADOPT ORDINANCE NO. 3581 AS PRESENTED.

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

9. REPORTS FROM OFFICERS & BOARDS

a. Miscellaneous items from the City Attorney: None.

b. Miscellaneous items from the City Manager:

- City Manager Brady Moore announced that the City of Stillwater has teamed up with United Way of Payne County to host the coolest fundraiser. A cornhole tournament on the Block 34 lawn. Save the date and join us on Block 34, Friday, November 7th, beginning with check-in at 10:30 a.m. and the tournament starts at noon. There will be bean bag tossing, smack talking, food trucks, music, and

more. Sign up online at: unitedwaypaynecounty.org. All proceeds will go to the United Way and help our local nonprofits and community. Join us for “The Bean Bag Benefit.”

c. Miscellaneous items from the City Council:

- Councilor Hardin reminded residents that it's that time of year to update information in the SAID program, which stands for “Special Needs Alerts and Identification.” This voluntary program is in its second year and is led by Stillwater Police and dispatch upon request of Healthy Communities, Healthy Children. The information provided explains special needs and health conditions to aid First Responders prior to arriving at an incident in effort to improve the response, interaction, and communication with all individuals involved. Participants, parents, and caregivers submit the information, and it is securely entered into the emergency responder dispatch system. The SAID alert is not public record and will only be used by Stillwater Police and local first responders.
- Councilor Clark stated 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, 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 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.
- Vice Mayor Dzialowski invited residents to save the date and plan to join us for the final Community meeting on the Envision 2045 Comprehensive Plan. The meeting will be on Block 34 at the Simmons Bank Pavilion, beginning at 5:30 p.m. on Thursday, October 23rd. After that, staff will share with the Planning Commission and City Council for review and adoption in November. We hope you can join us on the 23rd and see updates and share your thoughts.
- Mayor Joyce reported that the 104th edition of America's Greatest Homecoming will include: Walkaround on Friday, October 17th, with street closures at 5 p.m.; Sea of Orange Parade on Saturday, October 18th, at 9 a.m. This year's parade will begin with a full block dedicated to a memorial in honor of the 10-year anniversary of the Homecoming tragedy. Riderless horses will lead the way as a solemn tribute to the lives lost. Kick-off for the football game will be at 7 p.m. Many thanks to City departments, including Emergency Management, Police, Fire, Public Works, Communications, Community Resources, Water, Waste Management, Parking, and more who go above and beyond to ensure these events are fun and safe.

i. Discussion about scheduling items for future meetings.

10. QUESTIONS & INQUIRIES

None.

11. ADJOURN

MOTION BY COUNCILOR CLARK, SECOND BY VICE MAYOR DZIALOWSKI TO ADJOURN THE OCTOBER 6, 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 October 6, 2025 regular meeting of the Stillwater City Council adjourned at 6:16 p.m.

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

**TERESA KADAVY
CITY CLERK**

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: 10/13/2025

Department: Finance

Requested by: Jared Thulin

Explanation: Expenditures:
Appropriate funds for concrete/sand/asphalt materials for street and sidewalk maintenance by Public Works staff. Project funded from the Transportation Sales Tax Fund as part of the FY26 Pavement Management Plan.

The FY26 Pavement Management Plan was recommended by the Transportation Project Advisory Committee on July 24, 2025 and approved by the City Council on August 18, 2025.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase: Concrete/Sand/Asphalt	2604841 - 52037		\$ 135,357	\$ 200,000	\$ 335,357
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

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

\$ 200,000

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance: Chris Cluch

Date: 10-15-25

Approved by CMO: _____

Date: _____

Approved by City Council: ☐ Yes ☐ No

Date: _____

Processed by Finance: _____

Date: _____

Set ID: _____

Date Sent to SA&I: _____

--Print on Yellow Paper--

REPORT TO: CITY COUNCIL

MEETING DATE: OCTOBER 20, 2025



Agenda Item:	3.c. CC-25-143
Previous/Related Action:	
Background/Issue:	The City entered into an agreement with Tus Nua for mowing services on April 22, 2025 through October 31, 2025 for \$374,528.00. This contract provided mowing for parks and city facilities. Public Works had previously been responsible for mowing of these areas which required four full time maintenance workers and purchase of mowing equipment.
Proposal/Solution:	City staff determined it was more cost-effective to hire out these services as Public Works had been operating with a staff shortage and wear and tear on existing equipment would require the city to purchase two new mowers for the upcoming season. Torrential rains in the spring delayed much of the mowing initially but Tus Nua was able to catch up their responsibilities and has been receptive to direction given by the Parks and Community Resources staff.
Financial Source/Impact:	Included in Parks and Community Resources operating budget.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT #4 CONNECTED SPACES
Recommended Action/Motion:	Staff recommends the city extend the mowing contract with Tus Nua Lawn and Landscape LLC for an additional one-year term beginning November 1, 2025 and ending October 31, 2026.
Prepared By:	Barbara Bliss, Community Resources Director
Reviewed By:	Barbara Bliss Christy Driskel Teresa Kadavy
Submitted By:	Brady Moore, City Manager

Attachments

1. Tus Nua Lawn Care Agreement Ext 1

**EXTENSION AGREEMENT #1
LAWN CARE SERVICES FOR CITY FACILITIES
TUS NUA LAWN AND LANDSCAPE, LLC.
(BID #6-2025)**

THIS AGREEMENT is made and entered into on this ____ day of _____ 2025 by and between the City of Stillwater, Oklahoma, a municipal corporation, and Tus Nua Lawn and Landscape, LLC.

WITNESSETH

WHEREAS, City of Stillwater ("Stillwater") and Tus Nua Lawn and Landscape, LLC ("Tus Nua") entered into a written Agreement on or about the 22nd day of April 2025; and

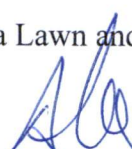
WHEREAS, Stillwater and Tus Nua intend to continue the contractual relationship established under said Agreement for an additional one-year term through the execution of an Extension Agreement.

NOW, THEREFORE, IN CONSIDERATION OF THE FOREGOING AND THE MUTUAL COVENANTS AND AGREEMENTS HEREINAFTER SET FORTH, THE PARTIES AGREE:

1. Term of Agreement. Stillwater and Tus Nua agree to extend the Agreement dated April 22, 2025, for an additional one-year term beginning November 1, 2025, and ending October 31, 2026.
2. Effect of Contract Provisions. All provisions contained within the Agreement dated April 22, 2025, except as otherwise amended herein, shall remain in full force and effect during the extension period and shall be binding on the parties hereto.

IN WITNESS WHEREOF, the parties have caused this agreement to be fully executed in duplicate, each copy of which shall constitute an original.

Tus Nua Lawn and Landscape, LLC



Austin Rogers / Owner.

Name, Title

City of Stillwater, Oklahoma
a Municipal Corporation

Brady Moore, City Manager

RESOLUTION NO. CC-2025-27

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STILLWATER, OKLAHOMA, AUTHORIZING AND APPROVING TRANSFER OF FUNDS HELD BY THE STILLWATER PUBLIC LIBRARY TRUST TO A 501(C)(3) NON-PROFIT SERVING AS A DISCREETLY PRESENTED COMPONENT UNIT OF THE CITY OF STILLWATER, OKLAHOMA, FOR PURPOSES OF THE CITY'S ANNUAL COMPREHENSIVE FINANCIAL REPORT ("ACFR"); IDENTIFYING THE SOURCE OF THE FUNDING AS PRIVATE DONATIONS ALTHOUGH IDENTIFIED ON THE CITY'S ACFR; APPROVING AND AUTHORIZING TERMINATION OF THE STILLWATER PUBLIC LIBRARY TRUST; AUTHORIZING THE 501(C)(3) NON-PROFIT TO ACQUIRE TAX EXEMPT STATUS AS A TYPE 1 SUPPORTING ORGANIZATION FOR SUPPORT OF THE STILLWATER PUBLIC LIBRARY; AND AUTHORIZING THE CITY MANAGER TO ENTER INTO NEGOTIATIONS FOR AN AGREEMENT BY AND BETWEEN THE CITY OF STILLWATER AND THE 501(C)(3) NON-PROFIT WHICH WILL SET FORTH THE EXPRESS TERMS AND CONDITIONS FOR SUPPORT OF THE STILLWATER PUBLIC LIBRARY

WHEREAS, the Stillwater Public Library Trust (the "Trust") was established by a Trust Agreement approved by the Stillwater City Council on February 20, 1984; and

WHEREAS, subsequent amendments to the Trust Agreement were approved by the City Council on November 18, 1996, June 15, 1998, and February 16, 2009; and

WHEREAS, the Trust was established to receive and administer private donations to the Stillwater Public Library (the "Library") and to support programs, collections, and services that could not be financed through the Library's operating budget; and

WHEREAS, the current version of the indenture is identified as the Second Amended Trust Agreement which provides that Trust funds may be used for any lawful purpose conferring a direct benefit to the Library, although Trust funds may not be used to defray or eliminate appropriations from local, state or national governments; and

WHEREAS, sole custody and management of the Trust is vested in five (5) Trustees and the City of Stillwater is the Trust's beneficiary; and

WHEREAS, pursuant to state statute, the Trust obtains and provides an audit in accordance with standards established by the Governmental Accounting Standards Board on an annual basis, is authorized for a public purpose, and is subject to the City of Stillwater's investment policy; and

WHEREAS, the Second Amended Trust Agreement provides that the Trust may be terminated and the assets distributed to a charitable non-profit corporation having the same purposes as the Trust which would also qualify for exempt status under Section 501(C)(3) of the Internal Revenue Code; and

WHEREAS, the Trustees approached City officials about the possibility of forming a separate 501(c)(3) non-profit classified as a Type 1 Supporting Organization thereby serving as a discreetly presented component unit of the City of Stillwater, authorizing transfer of the funds currently held by the Trust to the newly created entity, terminating the Trust, and then entering into an Agreement with the newly formed organization (the "Agreement") for public purposes authorized by law; and

WHEREAS, the City Attorney and the Finance Director, after consultation with the City's auditor, are supportive of these recommendations and have been working with an attorney for the Trust to develop a mutually beneficial strategy, including draft of an Agreement setting forth express terms and conditions for support of the Library; and

WHEREAS, it is proposed that the Bylaws and Articles of Incorporation will be presented to the City Council for approval prior to filing for tax-exempt status and that any subsequent amendments would require approval of the Council; and

WHEREAS, it is further proposed that the Bylaws, Articles of Incorporation and Agreement will provide a limitation on the use of funds for public purposes as provided in the Trust specifically conveying a direct benefit to the Stillwater Public Library, all of said documents to be approved by the City Council prior to termination of the Trust and transfer of the funds; and

WHEREAS, the City Council hereby finds that establishment of a non-profit entity for purposes of the Stillwater Public Library, authorizing transfer of the Trust funds to the non-profit entity, entry of an Agreement with appropriate safeguards and reporting requirements, and termination of the Trust are for a public purpose and in the best interests of the City of Stillwater, are for a public purpose, and in support of the health, safety, and welfare of the citizens of Stillwater and the surrounding areas.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STILLWATER THAT all funds held by the Stillwater Public Library Trust are approved and authorized for transfer to a 501(c)(3) non-profit serving as a discreetly presented component unit of the City of Stillwater.

NOW, THEREFORE BE IT FURTHER RESOLVED THAT following the canvas of the funding of the Stillwater Public Library Trust by the Finance Director, it is determined that the source of the funds proposed for transfer are private donations held by the Trust and that the 501(c)(3) non-profit will be bound to fulfill the donor intent and limitations on trust expenditures such that they shall not be used to defray or eliminate appropriations from local, state, or national governments; and

NOW, THEREFORE BE IT FURTHER RESOLVED THAT termination of the Stillwater Public Library Trust is authorized, except that the Trust shall not be terminated until the Agreement, Bylaws, and Articles of Incorporation have been approved by the City Council; and

NOW, THEREFORE BE IT FURTHER RESOLVED THAT the 501(c)(3) non-profit is authorized to acquire tax exempt status as a type 1 supporting organization for support of the Stillwater Public Library

NOW, THEREFORE BE IT FURTHER RESOLVED THAT the City Manager is authorized to negotiate for an Agreement by and between the City of Stillwater and the 501(c)(3) non-profit which sets forth express terms for due oversight, consideration and a public purpose.

PASSED, APPROVED AND ADOPTED THIS 20th DAY OF OCTOBER, 2025.

WILLIAM H. JOYCE, MAYOR

(SEAL)

ATTEST:

TERESA KADAVY, CITY CLERK

APPROVED AS TO FORM AND LEGALITY THIS 20TH DAY OF OCTOBER, 2025.

KIMBERLY CARNLEY, CITY ATTORNEY

ORDINANCE NO. 3582

AN ORDINANCE REZONING A TRACT OF LAND LOCATED AT 1421 W. 8TH 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. 8TH 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 20TH DAY OF OCTOBER, 2025.

WILLIAM H. JOYCE, MAYOR

(SEAL)
ATTEST:

TERESA KADAVY, CITY CLERK

APPROVED AS TO FORM AND LEGALITY THIS 20TH DAY OF OCTOBER, 2025.

TAMMY EWING, ASSISTANT CITY ATTORNEY

First Reading: 10/06/2025
Second Reading: 10/20/2025

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 20TH DAY OF OCTOBER, 2025.

WILLIAM H. JOYCE, MAYOR

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