



Together, Investing in Municipal Excellence

STILLWATER UTILITIES AUTHORITY MEETING AGENDA
NOVEMBER 3, 2025

723 S. Lewis Street, Room 1122B
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. The Trustees will take action on these items collectively with a single vote. The requested 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 October 20, 2025 regular meeting minutes.	
b.	Approve 2026 Meeting Schedule.	
c.	Approve budget amendment to carry forward Electric project balance from FY25 to FY26.	Jared Thulin
d.	Approve two attached budget amendments to provide funding for HVAC replacements at the Wastewater Treatment Plant for a total not to exceed \$37,510, which includes 10% contingencies.	SUA-25-33 James Driskel

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

The Stillwater Utilities Authority will hear a staff presentation, discuss, and take action including a vote or series of votes on each item listed as presented or as amended or revised by the Stillwater Utilities Authority unless the agenda entry specifically states that 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 Stillwater Utilities Authority.

a.	Receive annual report by MMO Partners, consider approval of Extension Agreement #3 with MMO Partners for federal advocacy services in the amount of \$79,200 and approve associated budget amendment.	SUA-25-34	Shelly Crynes, Kyriakos Pagonis
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6. 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.

7. Questions and Inquiries

8. 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

9. Adjourn

On October 30, 2025 at 3:30 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.

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AGENDA
WAS POSTED OCTOBER 16, 2025 AT 11:30 A.M. AT THE MUNICIPAL BUILDING,
723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER UTILITIES AUTHORITY
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
OCTOBER 20, 2025**

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

1. CALL MEETING TO ORDER

Vice Chair Dzialowski called the meeting to order at 5:44 p.m.

2. CONSENT DOCKET

- a. Approve October 6, 2025 regular meeting minutes.
- b. Approve Task Order 4 with Black and Veatch for conceptual engineering services for improvements at the Water Treatment Plant, authorize expenditures not to exceed \$616,370.00, which includes a 10% contingency, authorize the General Manager to sign related documents, and approve the associated budget amendment.

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

ROLL CALL VOTE: DZIALOWSKI-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA.
NAY-NONE. MOTION CARRIED WITH FOUR 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 the General Counsel: No report.
- b. Miscellaneous items from the General Manager: No report.
- c. Miscellaneous items from Trustees: No report.
 - i) Discussion about scheduling items for upcoming meeting.

7. ADJOURN

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HARDIN TO ADJOURN THE OCTOBER 20, 2025 REGULAR MEETING OF THE STILLWATER UTILITIES AUTHORITY.

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

The October 20, 2025 regular meeting of the Stillwater Utilities Authority adjourned at 5:44 p.m.

**WILLIAM H. JOYCE, CHAIR
STILLWATER UTILITIES AUTHORITY**

**TERESA KADAVY, SECRETARY
STILLWATER UTILITIES AUTHORITY**



**STILLWATER CITY COUNCIL/SUA/SEDA
2026 MEETING SCHEDULE
Holiday Adjustment

DATE	TIME	PLACE
JANUARY 12, 2026** (2 nd Monday)	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
JANUARY 26, 2026** (4 th Monday)	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
FEBRUARY 9, 2026** (2 nd Monday)	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
FEBRUARY 23, 2026** (4 th Monday)	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
MARCH 9, 2026** (2 nd Monday)	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
MARCH 23, 2026** (4 th Monday)	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
APRIL 6, 2026	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
APRIL 20, 2026	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
MAY 4, 2026	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
MAY 18, 2026	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
JUNE 1, 2026	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
JUNE 15, 2026	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
JULY 6, 2026	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
JULY 20, 2026	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
AUGUST 3, 2026	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
AUGUST 17, 2026	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
SEPTEMBER 14, 2026** (2 nd Monday)	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
SEPTEMBER 28, 2026** (4 th Monday)	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
OCTOBER 5, 2026	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
OCTOBER 19, 2026	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
NOVEMBER 2, 2026	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
NOVEMBER 16, 2026	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
DECEMBER 7, 2026	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
DECEMBER 14, 2026** (2 nd Monday)	5:30 P.M.	723 SOUTH LEWIS, STILLWATER, OK
Prepared by: 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: 10/24/2025

Department: Finance

Requested by: Jared Thulin

Explanation:

Expenditure:

Carry forward budget appropriations from FY25 to FY26 for the purchase of attachments for digger derrick trucks. Projects erroneously omitted from the carry forward report to Trustees on 7/7/2025.

	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	Digger Derrick	9119011 - 54001	22RS03911	\$ 0	\$ 13,231	\$ 13,231
	Digger Derrick	9119011 - 54001	22RS04911	\$ 0	\$ 13,713	\$ 13,713
		-				\$ 0
		-				\$ 0
		-				\$ 0
Decrease:		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0
		-				\$ 0

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

\$ 26,944

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance: 

Date: 10/27/2025

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: STILLWATER UTILITIES AUTHORITY**MEETING DATE: NOVEMBER 3, 2025**

Agenda Item:	2.d. SUA-25-33
Previous/Related Action:	
Background/Issue:	Wastewater Treatment Plant HVAC units at both Headworks and Digester buildings are in need of replacement. Due to the corrosive environment that these units are exposed to, they require more frequent service and replacement than typical HVAC systems. Staff contacted three vendors and quotes for replacement of units were received from two. Quote totals are as follows: Breeden Heat and Air - \$34,100 B&L Heat and Air Conditioning, Inc. - \$59,160
Proposal/Solution:	Approve attached budget amendments to increase the Wastewater Treatment Plant O&M budget by a total of \$37,510, which contains 10% contingency, to facilitate replacement of HVAC units at the Headworks and Digester buildings.
Financial Source/Impact:	The Wastewater Fund contains adequate funding for the attached proposed budget amendments.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT
Recommended Action/Motion:	Staff recommends that Trustees: Approve the two attached budget amendments to provide funding for HVAC replacements at the Wastewater Treatment Plant for a total not to exceed \$37,510, which includes 10% contingencies.
Prepared By:	James Driskel, Water Utilities Dir.
Reviewed By:	James Driskel Brady Moore Teresa Kadavy
Submitted By:	Brady Moore, General Manager

Attachments

1. BA WWTP Digester HVAC
2. BA WWTP Headworks HVAC



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: 10/27/2025

Department: Water Resources

Requested by: James Driskel

Explanation: Expenditures:
Appropriate funds to replace HVAC units in the Digester building at the wastewater treatment plant. Funding is from wastewater fund.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase: HVAC Digester	9139370 - 54008	26ST02913	\$ 0	\$ 12,430	\$ 12,430
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

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

\$ 12,430

Reviewed by Department Manager: James E. Driskel

Date: 10-27-25

Reviewed by Finance: [Signature]

Date: 10/27/2025

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: 10/27/2025Department: Water ResourcesRequested by: James Driskel

Explanation:

Expenditures:

Appropriate funds to replace HVAC units in the Headworks building at the wastewater treatment plant. Funding is from wastewater fund.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:					
HVAC Headworks	9139370 - 54008	26ST01913	\$ 0	\$ 25,080	\$ 25,080
					\$ 0
					\$ 0
					\$ 0
					\$ 0
Decrease:					
					\$ 0
					\$ 0
					\$ 0
					\$ 0
					\$ 0

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

\$ 25,080

Reviewed by Department Manager:

Date:

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: STILLWATER UTILITIES AUTHORITY**MEETING DATE: NOVEMBER 3, 2025**

Agenda Item:	5.a. SUA-25-34
Previous/Related Action:	2024 Agreement Extension: SUA-24-61
Background/Issue:	Council approved an agreement with MMO Partners in October 2022 to provide federal advocacy services for the Stillwater Utilities Authority in the amount of \$79,200. The purpose of the advocacy services is to secure federal funding for water infrastructure projects, including but not limited to: • Kaw Lake Raw Water Pipeline • End Point Raw Water Storage • Water Treatment Plant • Water Distribution System The contract has been extended twice with the current contract expiring in November 2025.
Proposal/Solution:	The advocacy efforts of MMO Partners has had a positive impact on federal funding made available to Stillwater for water projects. For this reason, staff recommends renewal of the agreement for an additional one-year term.
Financial Source/Impact:	Funds are available for appropriation in the Water Fund for these services.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT #2 MOTIVATED MANAGEMENT
Recommended Action/Motion:	Motion to approve extension agreement #3 with MMO Partners for federal advocacy services in the amount of \$79,200, approve associated budget amendment and authorize the General Manager to sign related documents.
Prepared By:	Shelly Crynes, Grants Manager Kyriakos Pagonis
Reviewed By:	Teresa Kadavy
Submitted By:	Brady Moore, General Manager

Attachments

1. MMO 2025-26 Extension
2. MMO Partners Presentation
3. Budget Amendment

**EXTENSION AGREEMENT # 3
PROFESSIONAL FEDERAL LOBBYIST SERVICES**

THIS EXTENSION AGREEMENT is made and entered into on this 3rd day of November, 2025 by and between Stillwater Utilities Authority (SUA) and HROD, Inc., d/b/a MMO Partners (MMO).

WITNESSETH

WHEREAS, SUA and MMO entered into a written Agreement for Professional Federal Lobbyist Services on or about the 7th day of November, 2022; and

WHEREAS, Paragraph 3 of said Agreement provides that term of the Agreement may be extended by agreement of the parties;

WHEREAS, the parties extended this Agreement pursuant to Extension Agreement #2 dated November 4, 2024 for an additional one-year term; and

WHEREAS, the parties intend to extend the Agreement for an additional one-year term;

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

1. Term of Agreement. The term of the Agreement shall be extended for an additional one-year term beginning November 8, 2025 and ending on November 7, 2026.
2. Effect of Contract Provisions. All provisions contained within the Agreement dated November 7, 2022 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.

HROD, Inc. d/b/a MMO PARTNERS

A handwritten signature in blue ink, appearing to read "John O'Donnell", written over a horizontal line.

Name: John O'Donnell
Title: Managing Partners

STILLWATER UTILITIES AUTHORITY

William H. Joyce, Chair

Federal Program Regional Water System 2025 Review and 2026 Plan

MMO Partners

Kyriakos Pagonis & Charles Thomas

November 3, 2025

1st Session of 119th Congress -Highlights

- Reconciliation Bill
- FY 26 Budget
- FEMA Act
- Water Resources Development Act (WRDA) Reauthorization Corps of Engineers studies and projects

2025 Federal Program Highlights

- Congressional Engagement/Advocacy
- Water Resource Development Act (WRDA) for \$30m for Stillwater
 - Signed into law on January 4, 2025
 - Actively pursuing funding
- FY 26 Appropriations \$1m for Stillwater
 - Requested/included by Rep. Lucas and requested by Sen. Mullin

2026/FY 27 Scope of Work

- Finalize FY 26 Appropriations
- Develop FY 27 Appropriations Request
- Continue Congressional/Federal Agency outreach
- Work with City to identify and secure federal grant opportunities, including but not limited to:
 - Corps of Engineers
 - EPA

Questions?

Budget Amendment Request

For Budget Year _____

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

Office: 405.372.0025
Web: stillwater.org

Date: _____

Department: _____

Requested by: _____

Explanation:

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	-				
	-				
	-				
	-				
	-				
Decrease:	-				
	-				
	-				
	-				
	-				

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

Reviewed by Department Manager: _____

Date: _____

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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