

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AMENDED AGENDA WAS POSTED OCTOBER 31, 2025 AT 8:55 A.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
NOVEMBER 3, 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 #802 led the audience in the Pledge of Allegiance.

3. PROCLAMATIONS/PRESENTATIONS

- a. Homelessness Awareness Month Proclamation

Mayor Joyce read the proclamation declaring November 2025 as Homelessness Awareness Month in Stillwater. The proclamation was accepted by the Mission of Hope Board of Directors.

4. CONSENT DOCKET

- a. Approve October 20, 2025 regular meeting minutes
- b. Approve 2026 Meeting Schedule.
- c. Acceptance of on-site water, sewer, drainage and paving improvements for Frye Farms, Phase 2 subdivision.
- d. Acceptance of the Western Road left-turn lane for the Frye Farms and Park Valley subdivisions.
- e. Acceptance of the final plat for Frye Farms, Phase 2 on a portion of land addressed as 1998 W. 32nd Avenue in the Small Lot Single-Family Residential (RSS) district.
- f. Acceptance of two (2) Streetlight Easements for properties addressed as 2024 and 2122 N. Grandview Street in the Eastridge Subdivision, 2nd Section.
- g. Approve the Stillwater Regional Airport Capital Improvement Plan (CIP) and subsequent submission to the Federal Aviation Administration (FAA).

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR CLARK 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 Specific Use Permit (SUP25-04) to operate a Health Care & Social Assistance facility in the Commercial Shopping (CS) zoning district at property addressed as 1525 S. Western Road.

Senior Planner Henry Bibelheimer presented the report. He reported that the property is platted as Lot 7, Fountain Square Addition and currently vacant. The applicant requests review and approval of a Specific Use Permit to allow Health Care and Social Assistance at the property addressed as 1525 S. Western Road. Mr. Bibelheimer stated that the property is zoned Commercial Shopping (CS), and Health Care and Social Assistance services are allowed with a specific use permit in the CS district.

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

Planning Commission recommended approval of the SUP with a 4-0 vote.

MOTION BY COUNCILOR HAWKINS, SECOND BY VICE MAYOR DZIALOWSKI TO ACCEPT THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE THE SPECIFIC USE PERMIT FOR THE PROPERTY ADDRESSED AS 1525 S. WESTERN ROAD.

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 text amendment (TXT25-06) to Chapter 23, "Land Development Code," Article I, "General Provisions", Section 23-7, "Definitions"; Article V, "Use Categories and Limitations", Division 1, "Generally", Section 23-96, "Definitions"; Article VI, "Land Use Classifications", Division 4, "Commercial Districts", Section 23-152, "CB Commercial Business District", Subsection (a) "Permitted by right"; Article XXIV, "Table of Uses", Section 23-435, "Created".

Senior Planner Henry Bibelheimer presented the report. He reported that the proposed text amendment allows unit (condominium) ownership throughout the city. Documents will still be required to be submitted to the City to ensure that all state laws are being followed. The location of a development that utilizes unit ownership will not be limited by the zoning district.

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

Planning Commission recommended approval of the text amendment with a 4-0 vote.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO ACCEPT THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE THE TEXT AMENDMENT AS PRESENTED.

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 regarding a text amendment (TXT25-05) to Chapter 23, "Land Development Code," Article V, "Use Categories and Limitations," Division 2, "Accessory Use Categories and Regulations," Section 23-105, "Sidewalk, street and parking lot table service areas".

Senior Planner Henry Bibelheimer presented the report. He stated that currently, the code requires that a proposed sidewalk café have at least 6 (six) feet of public sidewalk between the building and the outdoor eating area. Best practices encourage the sidewalk café to be against the building with the public sidewalk located outside of the enclosed seating area. The proposed text amendment will require that sidewalk cafés be against the building. Existing sidewalk cafés in Stillwater align with best practices and are constructed against the building.

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

Planning Commission recommended approval of the text amendment with a 4-0 vote.

MOTION BY COUNCILOR HARDIN, SECOND BY COUNCILOR HAWKINS TO ACCEPT THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE THE TEXT AMENDMENT AS PRESENTED.

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

8. GENERAL ORDERS

- a. Consider approval of a Professional Services Agreement for an amount not to exceed \$110,000 with Civic Dynamics, LLC for Land Development Code, Chapter 23, update and rewrite, approval of related budget revision and authorize the City Manager to sign the agreement.

Development Services Director David Barth presented the report. He reported that the Land Development Code (LDC), contained in Chapter 23 of the City Code, includes regulations for zoning, land use, and development. The LDC was adopted in March 2008 and has been amended several times since that time. Staff and the development community have recognized for some time that the LDC is too complicated, lacks clear and streamlined processes and in some cases is no longer relevant. Mr. Barth stated that the above issues present challenges to developers, engineers and City staff which can significantly slow the development process, leading to frustration and inefficiencies. Staff has completed negotiations with Civic Dynamics, LLC to provide a comprehensive rewrite of the LDC. He stated that the new LDC will take into consideration the proposed update to the comprehensive plan, be easy to navigate, and increase predictability and transparency in development review. This effort will include changes to other sections of the City Code to avoid conflicts with the updated language. The rewrite of the LDC and other pertinent code sections is anticipated to take 12 months.

MOTION BY COUNCILOR HAWKINS, SECOND BY VICE MAYOR DZIALOWSKI TO APPROVE A PROFESSIONAL SERVICES AGREEMENT FOR AN AMOUNT NOT TO EXCEED \$98,500, AUTHORIZE TOTAL EXPENDITURES OF \$110,000 WHICH INCLUDES THE AGREEMENT AMOUNT AND A CONTINGENCY, APPROVE THE RELATED BUDGET REVISION AND AUTHORIZE THE CITY MANAGER TO SIGN THE AGREEMENT.

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

9. RESOLUTIONS

- a. Resolution No. CC-2025-28: A resolution authorizing the Mayor of the City of Stillwater, Oklahoma, a Municipal Corporation, to sign and issue an Election Proclamation calling for a General Election and a Runoff Election, if needed, in the City of Stillwater.

City Attorney Kimberly Carnley reported that this resolution authorizes the Election Proclamation for Councilor Seat #5, which is the Mayor's seat that is expiring. This Election Proclamation calls for a General Election on February 10, 2026 and a Runoff Election if needed on April 7, 2026. The candidate filing period is December 1-3, 2025. Ms. Carnley stated that the resolution has not changed but in the Election Proclamation itself under General Election the first sentence currently reads in the event that more than two persons filed and it should read in the event that more than one person files as a candidate for the following office. Ms. Carnley stated that the correction has been made to the Election Proclamation.

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR CLARK TO ADOPT RESOLUTION NO. CC-2025-28 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-2025-29: A resolution concerning the City of Stillwater's Bridge Safety Inspection Responsibility pursuant to National Bridge Inspection Standards and Notification to the Oklahoma Department of Transportation of Bridge Inspection Consultant Selection for Bridge Inspection Contracts commencing April 1, 2026 through March 31, 2028.

Civil Engineer Ann Colina stated that the National Bridge Inspection Standards require state departments of transportation to perform biennial inspections of all bridges within their state and to ensure the necessary load postings are present and repairs are made. The Oklahoma Department of Transportation (ODOT), using federal funds, pays for and manages consultants to perform the inspections. ODOT has prequalified engineering consultants to provide bridge inspection services for the 2026-28 program. The City may select one of the prequalified firms to do inspection work for bridges located in City limits of Stillwater. Ms. Colina reported that per the attached letter from ODOT dated September 24, 2025, the City's choice of consultant must be documented by a resolution and a copy of the approved resolution sent to ODOT by November 28, 2025. Otherwise, ODOT will select a consultant on behalf of the City. She stated that after review of proposals submitted to ODOT by the prequalified engineering consultants, City Engineering staff recommend Consor North America be selected as the most highly qualified consultant for the bridge inspection work in the City of Stillwater.

MOTION BY COUNCILOR CLARK, SECOND BY VICE MAYOR DZIALOWSKI TO ADOPT RESOLUTION NO. CC-2025-29 AS PRESENTED.

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

10. ORDINANCES

a. First Reading

Ordinance No. 3584: An ordinance amending Stillwater City Code by amending Chapter 23, "Land Development Code", Article I, "General Provisions", Section 23-7, "Definitions"; Article V, "Use Categories And Limitations", Division 1, "Generally", Section 23-96, "Definitions"; Article VI, "Land Use Classifications", Division 4, "Commercial Districts", Section 23-152, "CB Commercial Business District", Subsection (A), "Permitted By Right"; Article XXIV, "Table Of Uses", Section 23-435, "Created"; repealing all ordinances to the contrary; and providing for severability

MOTION BY VICE MAYOR DZIALOWSKI, SECOND BY COUNCILOR HAWKINS TO ADVANCE ORDINANCE NO. 3584 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. 3585: An ordinance amending Stillwater City Code by amending Chapter 23, "Land Development Code," Article V, "Use Categories And Limitations," Division 2, "Accessory Use Categories And Regulations," Section 23-105, "Sidewalk, Street And Parking Lot Table Service Areas"; repealing all ordinances to the contrary; and providing for severability

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR CLARK TO ADVANCE
ORDINANCE NO. 3585 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.

11. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the City Attorney:
 - i. Request for an executive session pursuant to 25 O.S. § 307(B)(1) for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of City Manager Brady Moore.
 - ii. Request for an executive session pursuant to 25 O.S. § 307(B)(1) for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of City Attorney Kimberly Carnley.
- b. Miscellaneous items from the City Manager:
 - City Manager Brady Moore reminded residents that the Stillwater Municipal Building will be closed on Thursday, November 28, for Thanksgiving Day, and Friday, November 29, to give staff an opportunity for more time with loved ones. We encourage everyone to plan ahead for any City services that may be needed during the holiday closure. We wish Stillwater residents and those in surrounding communities a safe and joyful Thanksgiving filled with family, friends, health and happiness.
- c. Miscellaneous items from the City Council:
 - Councilor Hardin announced that our community continues to embrace multiple modes of transportation from walking, running, cycling, and more. City staff want to ensure our pathways are connected and safe. If you notice a possible sidewalk improvement or maintenance need, please share that with our City staff through online reporting. To request a new sidewalk, share that information at: stillwaterok.gov/sidewalkconnect. To report a sidewalk repair, please go to: stillwaterok.gov/requesttracker. Both reporting sites are easy to use, and the information we receive is immediately shared with the appropriate departments.
 - Councilor Clark stated that the City wants to extend our sincere appreciation to Our Daily Bread, Executive Director Rachael Condley and her dedicated team, for their incredible service to Stillwater and the surrounding communities. Our Daily Bread is a vital resource for food security and so much more, especially now, as national concerns over SNAP funding and food availability impact families right here at home. For anyone in need of assistance, Our Daily Bread is here to provide nutritious groceries and essential items; no one is turned away, and the support is with dignity and care.
 - Councilor Hawkins invited residents to save the date to celebrate the holidays at Block 34 on Saturday, December 6th from 6:30-8:30 p.m. Come enjoy Festive Skies with Our Holiday Heroes & Drone Shows, visit with Santa, ice skate on Irby Lane, take pictures inside a snow globe, and get some great treats from food vendors. Many thanks to our sponsors Visit Stillwater and the Stillwater Chamber of Commerce for helping us with these great events.

- Vice Mayor Dzialowski announced that the holiday season is upon us, and Downtown Stillwater is ready to welcome families and friends to enjoy a variety of festive activities that highlight the charm and spirit of our community. Save the date and participate in the annual Parade of Lights on Thursday, December 4th, 2025, at 6:30 p.m., in Downtown Stillwater. Stillwater Community Center, Visit Stillwater, and Downtown Association President Collett Campbell are accepting parade participant entry forms until Friday, November 14th at 5 p.m.
- Mayor Joyce invited residents to please join in this Friday on Block 34 for the Payne County United Way's "Bean Bag Benefit." This is sure to be a good time with bean tossing, smack talking, food trucks, music, and what appears to be perfect weather. Check-in is until noon, and the tournament begins at 1 p.m. Whether cheering on your favorite teams, enjoying great food, or having a team of your own, we hope to see you at Block 34 this Friday.
- i. Discussion about scheduling items for future meetings.

12. QUESTIONS & INQUIRIES

None.

13. EXECUTIVE SESSION

- a. Confidential communications for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of City Manager Brady Moore.
- b. Confidential communications for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of City Attorney Kimberly Carnley.

MOTION BY MAYOR JOYCE, SECOND BY COUNCILOR CLARK TO RECESS THE STILLWATER CITY COUNCIL MEETING 6:08 P.M.

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

Stillwater City Council meeting recessed at 6:08 p.m. to convene Stillwater Utilities Authority meeting.

Stillwater City Council reconvened at 6:24 p.m.

MOTION BY COUNCILOR HARDIN, SECOND BY COUNCILOR CLARK TO ENTER INTO EXECUTIVE SESSION AT 6:24 P.M.

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

14. RETURN FROM EXECUTIVE SESSION

MOTION BY COUNCILOR CLARK, SECOND BY HARDIN TO RECONVENE THE REGULAR STILLWATER CITY COUNCIL MEETING AT 8:02 P.M.

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

- a. No action was taken on this item.
- b. No action was taken on this item

15. ADJOURN

MOTION BY COUNCILOR HARDIN, SECOND BY VICE MAYOR DZIALOWSKI TO ADJOURN THE NOVEMBER 3, 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 November 3, 2025 regular meeting of the Stillwater City Council adjourned at 8:03 p.m.



WILLIAM H. JOYCE, MAYOR
STILLWATER CITY COUNCIL



TERESA KADAVY
CITY CLERK