



Together, Investing in Municipal Excellence

**STILLWATER UTILITIES AUTHORITY MEETING AGENDA**  
 DECEMBER 1, 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 November 17, 2025 regular meeting minutes.	
b.	Approve budget amendments to reflect receipt and appropriation of insurance proceeds related to property damage.	Jared Thulin

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. Resolutions  
 The City Council will hear a staff presentation, discuss, and take action including a vote or series of votes on each resolution listed as presented or as amended or revised by the City Council.

a.	RESOLUTION NO. CC-2025-32; SUA-2025-9; SEDA-2025-5: A RESOLUTION AUTHORIZING SIGNATORIES FOR DEPOSITARIES.
----	--

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 November 26, 2025 at 9:15 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 NOVEMBER 13, 2025 AT 5:20 P.M. AT THE MUNICIPAL BUILDING,  
723 SOUTH LEWIS, STILLWATER, OKLAHOMA

MINUTES  
STILLWATER UTILITIES AUTHORITY  
REGULAR MEETING  
COUNCIL HEARING ROOM  
723 S. LEWIS  
NOVEMBER 17, 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 5:31 p.m.

Vice Chair Dzialowski announced that people had signed up for public comment on item d. on the Consent Docket so Public Comment on Items Not Scheduled for Public Hearing will be moved up before the Consent Docket.

**2. PUBLIC COMMENT ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING**

Mel & Jennifer Castleberry, 3606 W. Deer Crossing, spoke against the Sangre Road Waterline project and the need for an easement across their property. Ms. Castleberry reported that there has been very limited communication with them regarding this easement. She stated that they have not had their concerns or questions addressed by City staff.

Roger Gose, 113 E. 8<sup>th</sup> Avenue, spoke on behalf of Castleberry's and how the easement would affect their property and the lack of answers to their questions and concerns.

Vice Chair Dzialowski encouraged increased communication between City staff and the property owners.

**3. CONSENT DOCKET**

- a. Approve November 3, 2025 regular meeting minutes.
- b. SUA approval of consent to assignment of Clarity Telecom, LLC d/b/a Bluepeak's below listed Pole Attachment Licensing Agreements to Bluepeak Infrastructure Holdings, LLC; and authorizing the General Manager to sign any related documents necessary for said assignment; and further approves and ratifies the General Manager's signature in executing any documents necessary for assignment:

POLATT21-0003	POLATT24-0007
POLATT22-0001	POLATT24-0008
POLATT22-0002	POLATT24-0009
POLATT22-0003	POLATT24-0010
POLATT22-0004	POLATT24-0011
POLATT22-0005	POLATT24-0012
POLATT22-0006	POLATT24-0013

POLATT24-0002 POLATT23-0001  
POLATT24-0003 POLATT23-0003  
POLATT24-0004 POLATT24-0015  
POLATT24-0005 POLATT24-0006  
POLATT21-0002

- c. Accept Stillwater Utilities Authority annual financial report for the fiscal year ended June 30, 2025 as recommended by the Audit Committee.
- d. Approve to proceed with the real estate and easement acquisitions for FY25 CIP- TO1 and TO2 Projects (Sangre Rd. and Airport Rd. waterline improvements) and authorize total expenditures not to exceed \$277,000 which includes 10% contingency and approve the associated budget amendments.

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.

#### **4. ITEMS REMOVED FROM CONSENT DOCKET**

None.

#### **5. RESOLUTIONS**

- a. Resolution No. SUA-2025-8: A Resolution Authorizing Execution of a Release and Termination of Covenant Agreement in connection with The Campus Corner Creamery Redevelopment Located at 229 S. Knoblock Street, Stillwater, Oklahoma.

City Attorney Kimberly Carnley reported that the Stillwater Economic Development Authority previously approved a resolution authorizing a release related to the sale of this property. As the closing date gets closer, there has been a request to add both the City of Stillwater and Stillwater Utilities Authority (SUA) to that release. She stated this was requested because both those separate entities are named as beneficiaries in the Covenant Agreement. This resolution authorizes SUA to sign the release.

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HAWKINS TO ADOPT RESOLUTION NO. SUA-2025-8 AS PRESENTED.

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

#### **6. QUESTIONS & INQUIRIES**

None.

#### **7. REPORTS FROM OFFICERS & 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 meetings

**8. ADJOURN**

MOTION BY TRUSTEE HARDIN, SECOND BY TRUSTEE HAWKINS TO ADJOURN THE NOVEMBER 17, 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 November 17, 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**

DRAFT

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: 11/24/2025

Department: Finance

Requested by: Jared Thulin

Explanation: Revenue:  
 Increase revenue projections for receipt of insurance proceeds.


Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase: Insurance Proceeds - Fleet	9009440 - 62001		\$ 0	\$ 399	\$ 399
Insurance Proceeds - Water	9129200 - 62001		\$ 0	\$ 2,470	\$ 2,470
Insurance Proceeds - Wastewater	9139300 - 62001		\$ 0	\$ 1,039	\$ 1,039
Insurance Proceeds - Waste Mgmt	9184821 - 62001		\$ 0	\$ 674	\$ 674
	-				\$ 0
Decrease:	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

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

**\$ 4,582**

Reviewed by Department Manager: \_\_\_\_\_

Date: \_\_\_\_\_

Reviewed by Finance:  \_\_\_\_\_

Date: 11/24/2025

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--



**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: 11/24/2025

Department: Finance

Requested by: Jared Thulin

Explanation: Expenditures:  
Appropriate funds received from insurance claims. Expenditures funded by insurance proceeds received in FY26.


Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:					
Insurance Expense - Fleet	9009440 - 53912		\$ 0	\$ 399	\$ 399
Insurance Expense - Water	9129200 - 53912		\$ 0	\$ 2,470	\$ 2,470
Insurance Expense - Wastewater	9139300 - 53912		\$ 0	\$ 1,039	\$ 1,039
Insurance Expense - Waste Mgmt	9184821 - 53912		\$ 0	\$ 674	\$ 674
	-				\$ 0
Decrease:					
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

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

**\$ 4,582**

Reviewed by Department Manager: \_\_\_\_\_

Date: \_\_\_\_\_

Reviewed by Finance: 

Date: 11/24/2025

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--

**RESOLUTION NO. CC-2025-32; SUA-2025-9; SEDA-2025-5**

**A RESOLUTION AUTHORIZING SIGNATORIES  
FOR DEPOSITARIES**

WHEREAS, pursuant to Section 2-584 of the Stillwater City Code, signatories must be appointed to sign warrants and other obligations of the City on any and all financial accounts at any and all depositories; and

WHEREAS, the City of Stillwater has experienced personnel changes; and

WHEREAS, the duties of the City Manager as set forth in the Charter and Code require that the incumbent or designees have the capability to disperse funds.

NOW THEREFORE BE IT RESOLVED BY THE STILLWATER CITY COUNCIL, THE STILLWATER UTILITIES AUTHORITY TRUSTEES, AND THE STILLWATER ECONOMIC DEVELOPMENT AUTHORITY TRUSTEES that the following individuals are hereby declared and authorized as signatories for the entities of the City of Stillwater and the public trusts as referenced below:

**City of Stillwater:**

Brady Moore  
Christy Cluck  
Jared Thulin  
Teresa Kadavy  
Jody Dietel (Cafeteria Plan only)  
Richard Fisher (Workers Compensation account only)  
Jim Graflund (Workers Compensation account only)

**Municipal Court:**

Brady Moore  
Christy Cluck  
Michelle Wilhelm  
Lorie Gale  
Teresa Kadavy

**Police:**

Christopher Hassig  
Cody Manuel  
Shawn Millermon

**Stillwater Utilities Authority:**

Brady Moore  
Christy Cluck  
Jared Thulin  
Teresa Kadavy

**Stillwater Public Works Authority:**

Brady Moore  
Christy Cluck  
Jared Thulin  
Teresa Kadavy

**Stillwater Economic Development Authority:**

Brady Moore  
Christy Cluck

Jared Thulin  
Teresa Kadavy

APPROVED AND PASSED this 1st day of December, 2025.

CITY OF STILLWATER

\_\_\_\_\_  
WILLIAM H. JOYCE, MAYOR

(SEAL)

ATTEST:

\_\_\_\_\_  
TERESA KADAVY, CITY CLERK

STILLWATER UTILITIES AUTHORITY

\_\_\_\_\_  
WILLIAM H. JOYCE, CHAIR

(SEAL)

ATTEST:

\_\_\_\_\_  
TERESA KADAVY, SECRETARY

STILLWATER ECONOMIC DEVELOPMENT AUTHORITY

\_\_\_\_\_  
WILLIAM H. JOYCE, CHAIR

(SEAL)

ATTEST:

\_\_\_\_\_  
TERESA KADAVY, SECRETARY

APPROVED AS TO FORM AND LEGALITY ON THIS this 1st day of December, 2025.

\_\_\_\_\_  
KIMBERLY CARNLEY, CITY ATTORNEY/GENERAL COUNSEL