



Together, Investing in Municipal Excellence

**STILLWATER ECONOMIC DEVELOPMENT AUTHORITY MEETING AGENDA**  
DECEMBER 1, 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 November 17, 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. Resolution

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

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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 ECONOMIC DEVELOPMENT 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 5:44 p.m.

**2. CONSENT DOCKET**

- a. Approve November 3, 2025 regular meeting minutes.
- b. Approve a budget amendment to transfer funds from the SEDA Visitor Amenities Fund to the City's General Fund for Washington School Demolition (accessory structures) and Asbestos Abatement.

MOTION BY TRUSTEE HARDIN, SECOND BY TRUSTEE CLARK 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. GENERAL ORDERS**

- a. Consider application of Community Escrow and Title Co. for Small Business Enhancement assistance in the amount of \$15,000 for exterior improvements to include front porch roof renovations, front deck replacement and new lighting installed at 623 S. Lewis Street.

Assistant City Manager Rachel Bernish gave an overview of the project and introduced John Bartley with Community Escrow and Title Company.

Mr. Bartley explained the details of the project and renovations that are planned for his business using the funds from the Small Business Enhancement Assistance.

Trustee Hardin motioned to approve SEDA-25-05. City Attorney Kimberly Carnley stated that 25-05 references the report. She stated that the motion needs to be amended to approve application of Community Escrow and Tittle Co. for Small Business Enhancement Assistance in the amount of \$15,000 for exterior improvements to include roof, deck railing and lights improvements located at 623 S. Lewis.

MOTION BY TRUSTEE HARDIN, SECOND BY TRUSTEE HAWKINS TO AMEND MOTION AS STATED ABOVE.

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 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

**8. ADJOURN**

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HARDIN TO ADJOURN THE NOVEMBER 17, 2025 REGULAR MEETING OF THE STILLWATER ECONOMIC DEVELOPMENT AUTHORITY.

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

The regular meeting of the Stillwater Economic Development Authority adjourned at 5:48 p.m.

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

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

**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.

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KIMBERLY CARNLEY, CITY ATTORNEY/GENERAL COUNSEL