



**SPECIAL MEETING MINUTES
CITY OF STILLWATER AUDIT COMMITTEE
OCTOBER 29, 2025
4:00 PM**

**Norman McNickle Municipal Complex, Room 1112B
723 S. Lewis Street
Stillwater, OK 74074**

- 1. Call Meeting to Order

Meeting was called to order by Chair Kelly Cox at 4:01 p.m.

- 2. Introduction of Members, External Auditors and City Staff

**Members Present: Chair Kelly Cox, Austin Pollard, Rachel Domnick, Randy Murray (4:03),
Skyler Rodenberg.**

Members Absent: None

**Ex-officio member present: Councilor Kevin Clark, Assistant City Manager and Chief
Financial Officer Christy Cluck**

**City Staff Present: City Manager Brady Moore, City Attorney Kimberly Carnley, Assistant
City Attorney Ashlyn Garis, Deputy Chief Financial Officer Jared Thulin,
City Clerk Teresa Kadavy**

HSPG Auditors Present: Andy Cromer and Bailey Stover

- 3. Public Comment

No public comment.

- 4. General Orders

The Audit Committee will discuss and take action at this meeting (including a vote or series of votes) on each item listed under General Orders unless the agenda entry specifically states that no action will be taken.

a.	Approval of minutes of the April 23, 2025 special meeting. Motion by Pollard, second by Domnick to approve the minutes from the April 23, 2025 special meeting.
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**Cox-Yea, Pollard-Yea, Domnick-Yea, Rodenberg-Yea.
Motion carried with four yea votes.**

- b. Receive auditor communication and consider recommendation to the Trustees to accept the financial report for the Stillwater Utilities Authority for the fiscal year ended June 30, 2025.

The City’s auditor, Andy Cromer with HSPG, presented the draft FY25 audit report for Stillwater Utilities Authority (SUA). He stated this is their third year auditing the City and emphasized that Stillwater has an unusually strong and competent finance staff, which makes their audits run very smoothly. He stated that the report includes the standard clean audit opinion (no exceptions), no internal control findings and no compliance findings this year. Mr. Cromer reported that last year’s finding regarding inventory has been corrected.

Mr. Cromer reported that a new required accounting standard changed how compensated absences (vacation/sick leave rollover) must be recorded. SUA had to retroactively apply it to FY24. He stated that new risk disclosure requirements were reviewed, but SUA does not have any disclosures triggered under those rules and there are some new minor GASB standards coming next year that likely won’t affect SUA. Mr. Cromer and Bailey Stover answered the committee’s questions.

Assistant City Manager and Chief Financial Officer Christy Cluck explained the “due to/due from” balances between SUA and the City and how this fluctuates based on timing of transfers and closeout of actual general fund needs. She also reported that the City’s lease obligations increased due to the City’s pilot program of leasing vehicles through Enterprise to rotate fleet more quickly. Deputy Chief Financial Officer Jared Thulin discussed the new accounting standards along with capital assets. Ms. Cluck and Mr. Thulin answered the committee’s questions.

Motion by Murray, second by Domnick to recommend to the Trustees to accept the financial report for the Stillwater Utilities Authority for the fiscal year ended June 30, 2025.

**Cox-Yea, Pollard-Yea, Domnick-Yea, Murray-Yea, Rodenberg-Yea.
Motion carried with five yea votes.**

- c. Discuss December meeting date to review City of Stillwater Annual Comprehensive Financial Report (no action will be taken on this item).

Staff noted that the Comprehensive Annual Financial Report (ACFR) is still being finalized. There could be a possible delay as the Federal Government has not yet

issued the final FY25 compliance supplement, so the Single Audit may be held until that is released.
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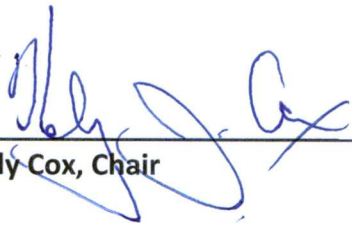
5. Adjourn

Motion by Pollard, second by Rodenberg to adjourn the October 29, 2025 Audit Committee Special Meeting.

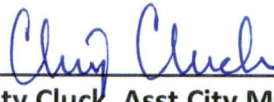
Cox-Yea, Pollard-Yea, Domnick-Yea, Murray-Yea, Rodenberg-Yea.

Motion carried with five yea votes.

Meeting adjourned at 4:40 p.m.



Kelly Cox, Chair



Christy Cluck, Asst City Manager & Chief Financial Officer