

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW  
THE AGENDA WAS POSTED NOVEMBER 26, 2025 AT 9:15 A.M.  
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES  
STILLWATER CITY COUNCIL  
REGULAR MEETING  
COUNCIL HEARING ROOM  
723 S. LEWIS  
DECEMBER 1, 2025**

**PRESENT: MAYOR WILLIAM H. JOYCE, COUNCILORS CHRISTIE HAWKINS,  
KEVIN CLARK AND TIM HARDIN  
ABSENT: VICE MAYOR AMY DZIALOWSKI**

**1. CALL MEETING TO ORDER**

Mayor Joyce called the meeting to order at 5:30 p.m.

**2. PLEDGE OF ALLEGIANCE**

The Stillwater City Council led the audience in the Pledge of Allegiance.

**3. CONSENT DOCKET**

- a. Approve November 17, 2025 regular meeting minutes.
- b. Approve budget amendments to reflect receipt and appropriation of \$2,979 from Payne County Enhanced 911 Communications Board for travel to the Central Square Conference.
- c. Approve budget amendments to reflect receipt and appropriation of insurance proceeds related to property damage.
- d. Approve MOU with OSUPD for network access to facilitate use of public safety software for Computer-Aided Dispatch and Records Management Systems.
- e. Acceptance of easements and right-of-way dedications for the data center project at 1500 E. Richmond Road.
- f. Acceptance of the final plat for Richmond Road & Highway 177 Addition in the General Industrial (IG) district at 1500 E. Richmond Road.
- g. Acceptance of a general utility easement for property addressed as 3818 S. Sangre Road.
- h. Approve budget amendments reflecting receipt and appropriation of \$5,000 in Oklahoma Department of Libraries health literacy grant funds to the Stillwater Public Library.
- i. Approve budget amendments reflecting receipt and appropriation of \$1,480 in donations to the Stillwater Public Library.
- j. Approve Amendment #11 to the Olsson Professional Services Agreement for the North Parking Lot Design and Construction Phase Services at the Stillwater Regional Airport terminal for a total of \$47,200 and authorize the City Manager to sign the agreement.

**MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO APPROVE THE  
CONSENT DOCKET AS PRESENTED.**

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

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

There were no requests to speak on agenda items not scheduled for public hearing.

## 5. ITEMS REMOVED FROM CONSENT DOCKET

None.

## 6. PUBLIC HEARINGS

- a. Receive public comment regarding a request for a Map Amendment (MA25-15) to rezone property addressed as 711 S. Ramsey Street from Small Lot Single Family Residential (RSS) to Two-Family and Multi-Family (RTM) district.

Senior Planner Henry Bibelheimer presented the report. He stated that the applicant requests review and approval of a Map Amendment to rezone the parcel located at 711 S Ramsey Street from Small Lot Single-Family Residential (RSS) to Two-Family and Multi-Family District (RTM). This parcel is proposed to be developed in alignment with the development standards of RTM, which would allow a multi-family development with a maximum density of 20 units per acre.

Mayor Joyce opened the public hearing.

Stephen Gose, Gose and Associates, 113 E. 8<sup>th</sup>, spoke on behalf of the applicant.

Mayor Joyce closed the public hearing.

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

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

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

- b. Receive public comment regarding a request for a Map Amendment (MA25-13) to rezone property addressed as 998 S. Murphy Street from Small Lot Single Family Residential (RSS) and Commercial General (CG) to Commercial General (CG) district.

Senior Planner Henry Bibelheimer presented the report. He stated that the applicant requests review and approval of a Map Amendment to rezone the parcel located at 998 S Murphy Street from Small Lot Single-Family Residential (RSS) and Commercial General (CG) to Commercial General (CG). Mr. Bibelheimer reported that this parcel was a part of a Final Planned Unit Development (PUD), which was approved in 2007, where this parcel was proposed to be a park to support the proposed multi-family development to the west of this property. In 2011, this parcel was included in an updated preliminary PUD that was approved, where this parcel was designated as a parcel for restaurant and office uses. A final PUD was not submitted for this parcel, so the updated preliminary PUD never went into effect on this parcel. Therefore, the parcel zoning was RSS-PUD. He stated that on October 17<sup>th</sup>, 2025, staff approved a minor PUD amendment, to remove this parcel from the Final PUD approved in 2007 so that the applicant can move forward with the rezoning process to Commercial General (CG) without the PUD overlay. He reported that Section 23-310 "Amendments and Modifications" give the Development Services Director, or designee, the power to approve minor PUD amendments, as long as they align with the approved Preliminary PUD.

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

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

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

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

- c. Receive public comment regarding a text amendment to Chapter 23, Land Development Code, Article VI, Land Use Classifications, to amend or to add a setback exception in Division 3, Residential Districts, Sections 23-136 through 23-142 and 23-144, Division 4, Commercial Districts, Sections 23-150 through 23-153, Division 5, Industrial Districts, Sections 23-160 through 23-161, and Division 6, Agriculture District, Public District and University District, Section 23-170.

Senior Planner Henry Bibelheimer presented the report. He stated that City staff requests review and approval of the proposed text amendment to amend or to add a setback exception to Residential Districts 23-136 through 23-142 and 23-144, Commercial Districts Sections 23-150 through 23-153, Industrial Districts Sections 23-160 through 23-161, & Agriculture District, Public District and University District, Section 23-170. Mr. Bibelheimer explained that the City Code includes a setback exception in certain zoning districts which states: for development on property that abuts any local street that currently has 100 feet of continuous right-of-way (ROW) for the entire block, the front yard setbacks may be reduced by up to 50 percent. He reported that the proposed update will apply to all zoning districts. The proposed updated language is: for property that, for the full length of the property, abuts a local street and 1) the ROW has a minimum width of 100' or, 2) the centerline of the platted ROW is a minimum of 50' from the property line, the front yard setback may be reduced by up to 50 percent.

Mayor Joyce opened the public hearing.

Stephen Gose, Gose and Associates, spoke in favor of the Text Amendment.

Mayor Joyce closed the public hearing.

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

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

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

- d. Receive public comment regarding the approval and adoption of the update to the City's comprehensive plan, referred to as "Envision Stillwater 2045 Comprehensive Plan".

Senior Planner Henry Bibelheimer stated that this is the first public hearing for the Envision Stillwater 2045 Comprehensive Plan. No action will be taken tonight as there will be a second public hearing on December 15, 2025. Mr. Bibelheimer introduced Dawn Thomas with Freese & Nichols, Inc.

Ms. Thomas presented the Envision Stillwater 2045 Comprehensive Plan. She stated that the 2045 Comprehensive Plan consists of eight chapters which are Introduction, Land Use and Development, Transportation and Mobility, Housing and Neighborhoods, Economic Development and Redevelopment, Community Character, Arts and Culture, Infrastructure and Public Services and Implementation. Ms. Thomas discussed each chapter and answered Council's questions.

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

There was no action taken on this item.

## 7. GENERAL ORDERS

- a. Airport Parking Lot Plans Discussion as presented to the Stillwater Regional Airport Advisory Board (SRAAB), and possible action to provide direction to staff.

Airport Director Kellie Reed presented the summary of existing parking areas at the airport, recent improvements supported by Public Works, improvements planned over the next 12 months, and pursuit of revenue parking in dedicated lots. She stated that as commercial air service has grown, Stillwater Regional Airport (SWO) has experienced insufficient parking availability during peak seasons and regularly receives feedback from commercial passengers requesting premium parking for a fee. The new terminal design addresses the insufficiency of parking and provides for the construction of new parking lots with funding through the Oklahoma Department of Aerospace and Aeronautics (ODAA) and the Federal Aviation Administration (FAA). Ms. Reed reported that at their meeting on November 20, 2025, the Stillwater Regional Airport Advisory Board provided support of the parking plan as presented. Ms. Reed answered Council's questions.

No action was taken on this item.

- b. Consideration and possible action to approve the award of contracts by CMAR, Lippert Brothers, Inc., for Project Work Package # 5 (North Triangle Parking Lot) for the Stillwater Regional Airport Terminal and Improvements Project; Approve Amendment No. 5 to the CMAR Agreement which includes a partial conversion to guaranteed maximum price in the amount of \$633,308 for the relevant portion of work identified in Project Work Package #5, and authorize the City Manager to sign the Amendment and related exhibits A-1 and C-5.

Airport Director Kellie Reed reported that Council approved the selection of Lippert Brothers, Inc. (LBI) as Construction Manager at Risk (CMAR) to provide services for the remaining design, bidding, and construction of the new terminal building, parking, and parking access development at Stillwater Regional Airport (SWO). The SWO terminal project is ongoing and has surpassed 70% completion. She stated that on November 3, 2025, Council approved for submission to the FAA of the SWO Capital Improvement Program (CIP), which identified the Oklahoma Department of Aerospace and Aeronautics (ODAA) funding opportunity in FY26 for the North Triangle Parking Lot. Ms. Reed reported that terminal CMAR, LBI, opened the North Triangle Parking Lot bids on November 12, 2025, with three bids received. The low bidders for the North Triangle Parking Lot bid packages included Lopp Construction, LLC, Apex, and Thrive, with a total North Triangle Parking Lot project cost of \$680,508. Total project costs include parking lot paving and walks, electrical, sodding, design and construction administration fees. Total construction costs included in Amendment 5 are \$633,308. Ms. Reed answered Council's questions.

**MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO APPROVE THE AWARD OF CONTRACTS BY CMAR, LIPPERT BROTHERS, INC., FOR PROJECT WORK PACKAGE # 5 (NORTH TRIANGLE PARKING LOT) FOR THE STILLWATER REGIONAL AIRPORT TERMINAL AND IMPROVEMENTS PROJECT; APPROVE AMENDMENT NO. 5 TO THE CMAR AGREEMENT WHICH INCLUDES A PARTIAL CONVERSION TO GUARANTEED MAXIMUM PRICE IN THE AMOUNT OF \$633,308 FOR THE RELEVANT PORTION OF WORK IDENTIFIED IN PROJECT WORK PACKAGE #5, AND AUTHORIZE THE CITY MANAGER TO SIGN THE AMENDMENT AND RELATED EXHIBITS A-1 AND C-5.**

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

## 8. RESOLUTIONS

- a. Resolution No. CC-2025-31: Resolution of the Stillwater City Council approving the submission of an application for Oklahoma Department of Aerospace and Aeronautics Airport Construction Program Grant Funds for Improvements at Stillwater Regional Airport; approving the associated budget amendments for the required sponsor match; and authorizing the Mayor or Vice-Mayor to Execute All Necessary Project Documents

City Attorney Kimberly Carnley stated that this is the grant that Airport Director Kellie Reed mentioned, the ODAA Construction Program State grant funds that the Stillwater Regional Airport intends to apply for in support of the construction of the new north triangle parking lot. She stated that approval of this resolution approves submission of the grant application, approves the attached budget amendment to appropriate the right sponsor match and authorizes the Mayor or Vice Mayor to execute all necessary documents.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ADOPT RESOLUTION NO. CC-2025-31 AS PRESENTED.

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

- b. Resolution No. CC-2025-32; SUA-2025-9; SEDA-2025-5: A resolution authorizing signatories for depositaries.

City Attorney Kimberly Carnley stated this resolution is administrative in nature and the only changes being made is the authorized signatories for Municipal Court due to staffing changes.

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR CLARK TO ADOPT RESOLUTION NO. CC-2025-32 AS PRESENTED.

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

## 9. ORDINANCES

- a. First Reading

Ordinance No. 3586: An ordinance rezoning a tract of land located at 711 S. Ramsey Street from Small Lot Single-Family Residential (RSS) to Two-Family and Multi-Family (RTM).

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO ADVANCE ORDINANCE NO. 3586 TO SECOND READ AS PRESENTED.

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

Ordinance No. 3587: An ordinance rezoning a tract of land located at 998 S. Murphy Street from Small Lot Single-Family Residential (RSS) and Commercial General (CG) to Commercial General (CG).

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR HARDIN TO ADVANCE ORDINANCE NO. 3587 TO SECOND READ AS PRESENTED.

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

Ordinance No. 3589: An ordinance amending Chapter 23, Land Development Code, Article VI, Land Use Classifications, to amend or to add a Setback Exception In Division 3, Residential Districts, Sections 23-136 through 23-142 and 23.144, Division 4, Commercial Districts, Sections 23-150 through 23-153, Division 5, Industrial Districts, Sections 23-160 through 23-161, and Division 6, Agriculture District, Public District and University District, Section 23-170.

MOTION BY COUNCILOR HARDIN, SECOND BY COUNCILOR CLARK TO ADVANCE ORDINANCE NO. 3589 TO SECOND READ AS PRESENTED.

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

## 10. APPOINTMENTS

### a. Stillwater Airport Advisory Board

MOTION BY MAYOR JOYCE, SECOND BY COUNCILOR HAWKINS TO REAPPOINT BOTH PHIL THOMAS AND DERRICK DAVIES TO A SECOND TERM ON THE STILLWATER AIRPORT ADVISORY BOARD.

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

## 11. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the City Attorney: None.
- b. Miscellaneous items from the City Manager:
  - City Manager Brady Moore reminded residents that City offices will be closed on Thursday, December 25 for Christmas and Thursday, January 1, for New Year's Day. Please remember the Waste Management calendar is adjusted for these holidays. For the weeks of Christmas and New Year's, normal trash and recycling pick-up will be delayed one day. Also, for residents who have a live Christmas tree during the holiday season after the holiday, they can bundle up their tree and place it on the curb as part of the City's regular yard waste collection, free of charge. All decorations must be removed, and bundles must be less than 4 feet long, 18 inches across, and less than 50 pounds.
- c. Miscellaneous items from the City Council:
  - Councilor Hardin announced that Stillwater Animal Welfare reminds those who are considering adding a furry friend to their family to adopt, not shop. If you would like to see what dogs and cats are in need of a good home, please stop by the Animal Welfare Building at 1710 South Main Street, follow Stillwater Animal Welfare on Facebook, or call (405) 372-0334.
  - Councilor Clark announced that it's that time of year again to purchase a Rural Fire Service Contract if you live outside of city limits, but within the Stillwater Fire Department's response area. For an annual fee of \$200, the contract ensures that response fees for each fire incident on a contracted property will not exceed \$2,000. Residents will still receive rural fire assistance without a contract but will be responsible for paying the full Rural Fire Service fee for any services rendered. All collected fees go toward training, rescue tools, and other fire equipment.
  - Councilor Hawkins announced that it's time to vote for your favorite Utility Box Art Program winners. The Stillwater Public Art committee has narrowed the entries down to 10, and it is our job, as the community, to determine the top 5. The voting period is now through the end of Sunday, December 14. To vote, go to [stillwaterart.org](http://stillwaterart.org). This year's theme is Stillwater Strong and that applies in

many different areas throughout our community, and subject to the artist's interpretation.

- Mayor Joyce invited residents to join us this week at the annual Stillwater Parade of Lights on Thursday in Downtown Stillwater. Festivities will begin at 6:30 p.m., with candy and music, then the parade at 7 p.m. Also, on Saturday, December 6, from 6:30-8:30 p.m. we will have "Festive Skies with Our Holiday Heroes & Drone Shows," at Block 34. There will be so many fun activities including Stillwater High School Choir caroling at 6:30 p.m. on KICKER Soundstage, pictures with Santa after the first drone show, ice skating on Irby Lane, snow globes, and food vendors. The drone shows will be at 7 and 8 p.m. Many thanks to our sponsors Visit Stillwater and the Stillwater Chamber of Commerce for helping us with these great events.
- i. Discussion about scheduling items for future meetings.

## 12. QUESTIONS & INQUIRIES

None.

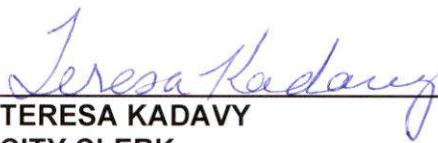
## 13. ADJOURN

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR HARDIN TO ADJOURN THE DECEMBER 1, 2025 REGULAR MEETING OF THE STILLWATER CITY COUNCIL.

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

The December 1, 2025 regular meeting of the Stillwater City Council adjourned at 6:43 p.m.

  
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WILLIAM H. JOYCE, MAYOR  
STILLWATER CITY COUNCIL

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