



STILLWATER ECONOMIC DEVELOPMENT AUTHORITY AGENDA

July 11, 2022
723 S Lewis Street
Room 1122B
Stillwater, OK 74074

5:30 P.M. or immediately following the City Council meeting

Chair Will Joyce, Vice Chair Alane Zannotti, Trustees Amy Dzialowski, Christie Hawkins & Kevin Clark

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 Trustees 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 minutes of June 13, 2022		
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3. Public Comment

*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 prior to meetings.*

4. Items Removed from Consent

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. General Orders

The Trustees will hear a staff presentation, discuss and take action including a vote or series of votes, on each item listed as presented or as amended or revised by the Trustees unless the agenda entry specifically states that no action will be taken. The requested Trustees action is indicated in each agenda entry but may be amended or revised prior to action by the Trustees.

a.	Consider FY22-23 extension of Professional Services Agreement with Stillwater Chamber of Commerce		Norman McNickle
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6. Reports from Officers and Boards

Announcements and remarks of general interest may be made by Trustees, the General Manager, or the General Counsel. Items of City business that may require discussion or action including a vote or series of votes are listed below.

- a. Miscellaneous items from the General Counsel
- b. Miscellaneous items from the General Manager
- c. Miscellaneous items from the Trustees
 - i. Discussion about scheduling items for future meetings.

7. Questions and Inquiries

8. Adjourn

On 07.08.22 at 8:35, 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 405.742.8209.

- Meetings are televised on AT&T U-verse channel 99 and Suddenlink channel 14.
- Find meeting agendas and minutes online at [Agendas and Minutes](#)
- Official minutes are archived in the City Clerk's office.
- Go to [eNotifications](#) for email notices when an agenda is posted. Select each elected or appointed board or committee for which you would like to receive notices.

IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA
WAS POSTED JUNE 9, 2022 AT 4:15 P.M. AT THE MUNICIPAL BUILDING,
723 SOUTH LEWIS, STILLWATER, OKLAHOMA

MINUTES
STILLWATER ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
JUNE 13, 2022

PRESENT: CHAIR WILLIAM H. JOYCE AND VICE CHAIR ALANE ZANNOTTI,
TRUSTEES AMY DZIALOWSKI, CHRISTIE HAWKINS AND KEVIN CLARK

ABSENT: NONE

1. CALL MEETING TO ORDER

Chair Joyce called the meeting to order at 6:15 p.m.

2. CONSENT DOCKET

- a. Approve minutes of June 6, 2022

MOTION BY TRUSTEE DZIALOWSKI, SECOND BY TRUSTEE CLARK TO APPROVE THE
CONSENT DOCKET AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, ZANNOTTI-YEA, DZIALOWSKI-YEA, HAWKINS-YEA, CLARK-YEA.
NAY-NONE. MOTION CARRIED WITH FIVE 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 FY22-23 Professional Services Agreement with Visit Stillwater

Mayor Joyce stated the changes to this agreement relate to the updated hotel tax that was passed by the
citizens and some changes to the deliverables and appendixes.

MOTION BY TRUSTEE CLARK, SECOND BY VICE CHAIR ZANNOTTI TO APPROVE THE FY22-23
PROFESSIONAL SERVICES AGREEMENT WITH VISIT STILLWATER

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

6. 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

7. QUESTIONS & INQUIRIES

None.

8. ADJOURN

MOTION BY VICE CHAIR ZANNOTTI, SECOND BY TRUSTEE CLARK TO ADJOURN THE JUNE 13, 2022 REGULAR MEETING OF THE STILLWATER ECONOMIC DEVELOPMENT AUTHORITY.

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

The regular meeting of the Stillwater Economic Development Authority adjourned at 6:18 p.m.

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

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

**EXTENSION OF PROFESSIONAL SERVICES AGREEMENT
STILLWATER CHAMBER OF COMMERCE**

THIS AGREEMENT is made and entered into on this ____ day of July, 2022 by and between STILLWATER ECONOMIC DEVELOPMENT AUTHORITY, a public trust, and STILLWATER CHAMBER OF COMMERCE, a non-profit corporation.

WITNESSETH

WHEREAS, Stillwater Economic Development Authority ("SEDA") and Stillwater Chamber of Commerce ("Chamber") entered into a written Professional Services Agreement on or about the 19th day of June, 2017; and

WHEREAS, SEDA and Chamber intend to continue the contractual relationship established under said Agreement for an additional one-year term through the execution of an extension agreement ("Extension Agreement").

NOW, THEREFORE, IN CONSIDERATION OF THE FOREGOING AND THE MUTUAL COVENANTS AND AGREEMENTS HEREINAFTER SET FORTH, SEDA AND CHAMBER AGREE:

1. Term of Agreement. SEDA and Chamber agree to extend the Professional Services Agreement dated June 19, 2017 for an additional one-year term beginning July 1, 2022 and ending June 30, 2023.

2. Effect of Contract Provisions. All provisions contained within the Agreement dated June 19, 2017 and any executed Extension Agreements shall remain in full force and effect during the extension period and shall be binding on the parties hereto.

IN WITNESS WHEREOF, the parties have caused this agreement to be fully executed in duplicate, each copy of which shall constitute an original.

STILLWATER CHAMBER OF COMMERCE
a non-profit corporation

Chairman
Board of Directors

ATTEST:

Secretary

STILLWATER ECONOMIC DEVELOPMENT
AUTHORITY, a public trust

William H. Joyce, Chair

ATTEST:

Teresa Kadavy, Secretary

Approved as to form and legality this _____ day of _____, 2022.

Kimberly Carnley, General Counsel