



Together, Investing in Municipal Excellence

STILLWATER UTILITIES AUTHORITY MEETING AGENDA
MARCH 23, 2026

723 S. Lewis Street, Room 1122
 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 March 9, 2026 regular meeting minutes.	
b.	Approve budget amendments to reflect receipt and appropriation of insurance proceeds related to property damage.	Jared Thulin
c.	Approve agreement between City of Stillwater, Stillwater Utilities Authority and Independent School District No. 16 for sharing of the cost of a waterline extension connecting two dead-end waterlines in the new high school project area which will benefit the greater public by improving water circulation and quality; and approve the attached budget amendment.	David Barth
d.	Approve budget amendment appropriating \$300,000 of additional funding for the Electric System Extensions project.	SUA-26-07 Loren Smith

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. General Orders

The Stillwater Utilities Authority 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 Stillwater Utilities Authority unless the agenda entry specifically states that no action will be taken. The requested action is indicated in each agenda entry but may be amended or revised prior to action by the Stillwater Utilities Authority.

a.	Presentation, discussion and possible action to approve the Distribution Pole Replacement project, appropriate \$2,000,000 from the Rate Stabilization Fund, and approve the attached budget amendment.	SUA-26-08	Loren Smith
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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 March 19, 2026, at 5:30 p.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 MARCH 6, 2026 AT 11:25 A.M. AT THE MUNICIPAL BUILDING,
723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER UTILITIES AUTHORITY
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
MARCH 9, 2026**

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 6:32 p.m.

2. CONSENT DOCKET

- a. Approve February 23, 2026 meeting minutes.

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. Possible action to authorize General Counsel, or outside counsel to file suit or take any other action deemed necessary and appropriate by counsel to resolve the outstanding utility account balance of Payne County Rural Water District No. 3.

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HAWKINS TO AUTHORIZE GENERAL COUNSEL, OR OUTSIDE COUNSEL TO FILE SUIT OR TAKE ANY OTHER ACTION DEEMED NECESSARY AND APPROPRIATE BY COUNSEL TO RESOLVE THE OUTSTANDING UTILITY ACCOUNT BALANCE OF PAYNE COUNTY RURAL WATER DISTRICT NO. 3.

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 CLARK, SECOND BY TRUSTEE HAWKINS TO ADJOURN THE MARCH 9, 2026 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 March 9, 2026 regular meeting of the Stillwater Utilities Authority adjourned at 6:34 p.m.

**WILLIAM H. JOYCE, CHAIR
STILLWATER UTILITIES AUTHORITY**

**TERESA KADAVY, SECRETARY
STILLWATER UTILITIES AUTHORITY**



Department of Finance
 723 S. Lewis Street/P.O. Box 1449
 Stillwater, OK 74076-1449
 Office: 405.372.0025
 Web: stillwater.org

Budget Amendment Request
 For Budget Year 2026

Date: 03/13/2026

Department: Finance Requested by: Seth Hughes

Explanation: Increase revenue projections for receipt of insurance proceeds from OMAG.

Account Name	Account Number (xxxxxx-xxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Insurance Proceeds	9129200 - 62001		\$ 2,470	\$ 8,049	\$ 10,519
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

Net Change: (will usually result in a total increase or decrease) \$ 8,049

Reviewed by Department Manager: _____ Date: _____
 Reviewed by Finance: [Signature] Date: 3/16/2026

Approved by CMO: _____ Date: _____
 Approved by City Council: _____ Yes No Date: _____

Processed by Finance: _____ Date: _____

Set ID: _____ Date Sent to SA&I: _____

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Department of Finance
 723 S. Lewis Street/P.O. Box 1449
 Stillwater, OK 74076-1449
 Office: 405.372.0025
 Web: stillwater.org

Budget Amendment Request
 For Budget Year 2026

Date: 03/13/2026
 Department: Finance
 Requested by: Seth Hughes

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

Account Name	Account Number (xxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Insurance Expense	9129200 - 53912		\$ 2,470	\$ 8,049	\$ 10,519
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

Increase: \$ 8,049

Decrease:

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

Reviewed by Department Manager: _____ Date: _____

Reviewed by Finance:  Date: 3/16/2026

Approved by CMO: _____ Date: _____

Approved by City Council: _____ Date: _____

Processed by Finance: _____ Date: _____

Set ID: _____ Date Sent to SA&I: _____

MAR 10 2026

MINUTES

AGREEMENT

THIS AGREEMENT, made and entered into this 10 day of March 2026, by and between the **CITY OF STILLWATER, OKLAHOMA**, a municipal corporation and **STILLWATER UTILITIES AUTHORITY**, a public trust, hereinafter called "City/SUA", and **INDEPENDENT SCHOOL DISTRICT NO.16**, hereinafter called "Developer."

WITNESSETH:

WHEREAS, Developer requested City/SUA's consideration for participation in a cost-share for the extension of a waterline to connect two (2) dead-end waterlines on the City's water distribution system; and

WHEREAS, Developer's request of the City/SUA is for materials and parts for construction of the waterline on the north access road of the new Stillwater High School; with the understanding that the full cost of construction including labor, equipment and management for a complete and fully functional system will be borne by the Developer; and

WHEREAS, Developer requests the City participate in the amount of up to and not exceeding \$10,000 to cover materials such as pipe, valves, fittings, service lines, meter assemblies, and rock, pursuant to Developer's cost estimate; and

WHEREAS, this project benefits the greater public by looping dead-end waterlines and improving water quality and redundancy for the area, and said improvements would cost the City in excess of \$10,000; and

WHEREAS, the project must be designed and constructed to the City's standards and ordinances including all local and state requirements governing waterlines and Developer is aware of the criteria and intends to meet such criteria.

NOW, THEREFORE, IN CONSIDERATION OF THE FOREGOING AND THE FOLLOWING MUTUAL COVENANTS AND AGREEMENTS, THE CITY AND DEVELOPER AGREE AS FOLLOWS:

1. **Reimbursement.** City agrees to pay Developer a sum not to exceed \$10,000 for materials and parts needed for the construction of 510.88 linear feet of a 6-inch diameter waterline from Station 0+00 to Station 5+10.88 as shown on Sheet C300 of the approved waterline plans.
2. **Conditions.** Developer agrees to the following conditions:
 - a. Developer must comply with the City/SUA's standards, ordinances, codes and policies and all other local, state and federal requirements.
 - b. Participation by City will be on a reimbursement basis only.
 - c. Prior to reimbursement by the City, Developer must provide all documentation necessary, including as-builts, permits and provisions for city inspections, to demonstrate the waterline has been constructed in compliance with City/SUA's requirements;
 - d. Material invoices must be provided by the Developer to the City and the per item

"S:\DEVELOPMENT SERVICES\Electronic Submittals\0.1A SPS High School Campus Project\WL IMP25-02\Cost Share Documents\East West WL\2026-2-23 Agreement with SPS and City for East West WL IMP 25-02.docx"

price must be equal to or less than the City/SUA's competitively bid materials and parts pricing, per the City/SUA's procurement policies.

- e. Developer must construct the waterline and any other necessary infrastructure within the proposed utility easement shown on the final plat of the Stillwater High School Addition.
 - f. Reimbursement will be due upon acceptance of the necessary dedicated infrastructure by the City Council and paid by the City/SUA within 30 days of the City Council's acceptance of said easements, deeds, and infrastructure.
3. **Indemnification.** Developer understands and acknowledges that City of Stillwater is a municipal corporation that is funded by its taxpayers and ratepayers to operate for the benefit of its citizens. Accordingly, and pursuant to Oklahoma law, City shall not indemnify nor hold Developer harmless for loss, damage, expense or liability arising from or related to this Agreement, including any attorney's fees and costs. Developer will indemnify, defend and hold the City, its employees and agents harmless from and against liability for any and all claims, demands, costs, penalties, fees (including without limitation, expert witness and attorneys' fees), damages, and liabilities whatsoever for, among other things, bodily injury, death, property damage, personal injury, economic loss and/or products liability asserted by any person or entity, resulting directly or indirectly, in whole or in part, from the acts and/or omissions of Developer and/or its employees, directors, agents, subcontractors and/or consultants arising from or connected with Developer's and/or its employees', directors', agents', subcontractors' and/or consultants' performance under this Agreement. In addition, Developer shall not limit its liability to City for actual loss or direct damages for any claim based on a material breach of this Agreement and the documents incorporated herein. City of Stillwater reserves the right to pursue all legal and equitable remedies to which it may be entitled.
 4. **Insurance.** Developer shall purchase and maintain such liability and other insurance as is appropriate for the work being performed and as will provide protection from claims which may arise out of or result from Contractor's performance of the Work and Developer's other obligations under the Contract Documents, whether it is to be performed by Developer, any contractor, subcontractor or supplier, or by anyone directly or indirectly employed by any of them to perform any of the work, or by anyone for whose acts any of them may be liable.
 5. **Assignment; Third Party Rights.** Because this Agreement is unique to this specific transaction, it is not assignable by either party. This Agreement is solely between the City and Developer and no third party shall acquire any rights in this Agreement or have any right to enforce it.
 6. **Governing Law.** This Agreement shall be governed by the laws of the State of Oklahoma. Venue of any legal action shall be in the District Court of Payne County, Oklahoma.
 7. **Entire Agreement.** The parties agree that there are no representations, understandings, stipulations, or other agreements relating to the matters contained in this Agreement. This Agreement may not be altered, waived, or amended except by a written document signed by both parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the day and year first above written.

INDEPENDENT SCHOOL DISTRICT NO. 16

By: Roberta Douglas
Roberta Douglas, School Board President

MAILING ADDRESS: 314 South Lewis Street
Stillwater, Oklahoma 74074

Date: 3-10-26

CITY OF STILLWATER, OKLAHOMA

STILLWATER UTILITIES AUTHORITY

By: _____
Brady Moore, City Manager

By: _____
Brady Moore, General Manager

Date: _____

Date: _____

Approved As to Legal Form and Content:

By: _____
Kimberly Carnley, City Attorney



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: 03/13/2026

Department: Development Services

Requested by: David Barth

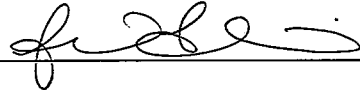
Explanation: Expenditures:
Appropriate funds for an agreement with Independent School District NO. 16 to connect two dead-end waterlines which will benefit the greater public by improving water circulation and quality. Funding is from the Water Fund.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:					
SPS Dead-End Waterline	9129216 - 54009	26WL04912	\$ 0	\$ 10,000	\$ 10,000
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
Decrease:					
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

Net Change: (will usually result in a total increase or decrease) \$ 10,000

Reviewed by Department Manager: _____

Date: _____

Reviewed by Finance:  _____

Date: 3/16/2026

Approved by CMO: _____

Date: _____

Approved by City Council: Yes No

Date: _____

Processed by Finance: _____

Date: _____

Set ID: _____

Date Sent to SA&I: _____

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Agenda Item:	2.d. SUA-26-07
Previous/Related Action:	
Background/Issue:	<p>Each Fiscal Year funds are appropriated from the Electric Rate Stabilization Fund for Electric System Extensions.</p> <p>These funds are typically used for the following:</p> <ul style="list-style-type: none"> • New Under Ground Residential • New Overhead Residential • New Under Ground Commercial/Industrial • New Overhead Commercial/Industrial • Service Upgrades <p>Due to high volumes of these types of activities the allocation of \$600,000 for this FY is close to being exhausted.</p>
Proposal/Solution:	Staff is proposing to increase the allocation for FY26 by \$300,000 to accommodate system growth by approval of the associated Budget Amendment.
Financial Source/Impact:	Funds for this appropriation are available in the Rate Stabilization Fund.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT
Recommended Action/Motion:	Approve budget amendment appropriating \$300,000 of additional funding for the Electric System Extensions project.
Prepared By:	Loren Smith, Electric Utility Dir.
Reviewed By:	Loren Smith Brady Moore Teresa Kadavy
Submitted By:	Brady Moore, General Manager

Attachments

1. Electric System Extension BA



Department of Finance
 723 S. Lewis Street/P.O. Box 1449
 Stillwater, OK 74076-1449
 Office: 405.372.0025
 Web: stillwater.org

Budget Amendment Request
 For Budget Year 2026

Date: 03/05/2026

Department: Electric Utility Requested by: Loren Smith

Explanation: Appropriate additional funds for Electric System Extension work in FY26. Funding is from the Electric Rate Stabilization Fund.

Account Name	Account Number (xxxxxx-xxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
System Extension / Construct Contrc	9119011 - 54009	26E101911	\$ 600,000	\$ 300,000	\$ 900,000
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

Net Change: (will usually result in a total increase or decrease) \$ 300,000

Reviewed by Department Manager: Lo Smith Date: 3/5/26
 Reviewed by Finance: [Signature] Date: 3/5/2026

Approved by CMO: _____ Date: _____
 Approved by City Council: _____ Date: _____

Processed by Finance: _____ Date: _____

Set ID: _____ Date Sent to SA&I: _____

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Agenda Item:	5.a. SUA-26-08
Previous/Related Action:	
Background/Issue:	<p>The Stillwater electric system includes approximately 10,292 wooden distribution poles.</p> <p>For the last several years staff has commissioned a contractor to test the integrity of the wooden poles throughout the system.</p> <p>After completion of the testing approximately 2,500 have been identified as needing replacement or red tagged.</p>
Proposal/Solution:	<p>Staff is estimating \$2,500 - \$3,500 per pole to replace based upon what infrastructure the pole is supporting.</p> <p>Staff is proposing to create a project account to fund the materials necessary for the replacement of the red tagged poles over time.</p> <p>The poles will be changed out by distribution staff over multiple years.</p> <p>The funds appropriated as part of this report will only cover a portion of the cost to replace all the red tagged poles.</p> <p>Staff will request additional funding once these have been used.</p>
Financial Source/Impact:	Funds for this project are available in the Rate Stabilization Fund.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT #3 SAFE COMMUNITY
Recommended Action/Motion:	Motion to approve the Distribution Pole Replacement project, appropriate \$2,000,000 from the Rate Stabilization Fund, and approve the attached budget amendment.
Prepared By:	Loren Smith, Electric Utility Dir.
Reviewed By:	Loren Smith Brady Moore Teresa Kadavy
Submitted By:	Brady Moore, General Manager

Attachments

1. Electric Dist Pole Replacement BA



Department of Finance
 723 S. Lewis Street/P.O. Box 1449
 Stillwater, OK 74076-1449
 Office: 405.372.0025
 Web: stillwater.org

Budget Amendment Request
 For Budget Year 2026

Date: 03/05/2026

Department: Electric Utility

Requested by: Loren Smith

Explanation: Appropriate funds for Electric Distribution Pole Replacement Project. Funding is from the Electric Rate Stabilization Fund.

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Elect Dist. Pole Replacement Project	9119011 - 54009	26RS06911	\$ 0	\$ 2,000,000	\$ 2,000,000
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

Increase: \$ 2,000,000

Decrease: _____

Net Change: (will usually result in a total increase or decrease) \$ 2,000,000

Reviewed by Department Manager: Lo Smith Date: 3/5/26

Reviewed by Finance: [Signature] Date: 3/5/2026

Approved by CMO: _____ Date: _____

Approved by City Council: _____ Date: _____

Processed by Finance: _____ Date: _____

Set ID: _____ Date Sent to SA&I: _____

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