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**CITY COUNCIL MEETING AGENDA**

MAY 18, 2026, 5:30 PM

723 S. Lewis Street, Room 1122

Stillwater, OK 74074

Mayor Will Joyce, Vice Mayor Amy Dzialowski, Councilors Kevin Clark, Christie Hawkins, & Tim Hardin

- 1. Call Meeting to Order
- 2. Pledge of Allegiance
- 3. Consent Docket

Items listed on the consent docket are routine administrative matters that may be approved without discussion. The Council will take action on these items collectively with a single vote. The requested City Council action is indicated for each item listed. Should a Councilor 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 Councilor or the City Manager may simply ask the Mayor to remove an item from the consent docket prior to action by the City Council and no action will be taken on the removed item at this meeting.

a.	Approve May 4, 2026 regular and executive session meeting minutes.		
b.	Approve Proof of Authority Letter for the City Attorney’s Office to file claims on behalf of the City in the Discover Card Merchant Class Action Settlement.		
c.	Approve budget amendments to reflect receipt and appropriation of insurance proceeds related to property damage.		Jared Thulin
d.	Accept an Encroachment Agreement and Release of Liability (EARL) for a sign in the right-of-way for the Park Valley Subdivision.	CC-26-82	Henry Bibelheimer
e.	Approve the purchase of two No Traffic Video Detection Systems in the amount of \$50,000 and	CC-26-83	Mark White

	approve the attached budget amendment.		
f.	Approve budget amendments reflecting receipt and appropriation of \$30,000 in Oklahoma Department of Libraries Lucky Day Grant funds to the Stillwater Public Library.	CC-26-84	Stacy Delano
g.	Approve budget amendments reflecting receipt and appropriation of \$2,500 in Oklahoma Department of Libraries America250 Grant funds to the Stillwater Public Library.	CC-26-85	Stacy Delano
h.	Approve budget amendments reflecting receipt and appropriation of \$1,330 in donations to the Stillwater Public Library	CC-26-86	Stacy Delano
i.	Authorize the Mayor to sign the Local Government Certification documents for Payne County Youth Services to apply for the 2026 Emergency Solutions Grant Program.	CC-26-87	Shelly Crynes
j.	Award Bid #8-2026 to Cactus Construction LLC in the amount of \$90,746.66 for the Strickland Park restroom and concession stand remodel.	CC-26-88	Barbara Bliss
k.	<p>Accept permanent and temporary easements for:</p> <ul style="list-style-type: none"> <li>• Parcel 12A and Parcel 12.1 - Stillwater Lake McMurtry Water Line Project with Robert W. Emerson Jr. and Keri L. Emerson,</li> <li>• Parcel 13A, Parcel 13.1 and Parcel 13.2 - Stillwater Lake McMurtry Water Line Project with Robert W. Emerson Jr. and Keri L. Emerson,</li> <li>• Parcel 18A, Parcel 18.1 and Parcel 18.2 - Stillwater Lake McMurtry Water Line Project with Ronald D. Welsh and Patricia J. Welsh,</li> <li>• Parcel 22A and Parcel 22.1 - Stillwater Lake McMurtry Water Line Project with James D. Hooper and Elizabeth A. Hooper, and</li> <li>• Parcel 23A and Parcel 23.1 - Stillwater</li> </ul>	CC-26-89	Bill Millis

	Lake McMurtry Water Line Project with Billy R. Clay.		
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4. 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 Council 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.

5. 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 City Council. The City Council 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.

6. Public Hearings

The Council will hear public comments, discuss, and take action including a vote or series of votes on each item listed as presented or as amended by the City Council unless the agenda entry specifically states that no action will be taken.

a.	Receive public comment regarding the proposed operating budget for fiscal year 2026-2027 and consider action to incorporate changes presented during this public hearing and/or other changes identified by the Council and return to the Council for review at a future meeting or direct staff to proceed with adoption of the budget as proposed in the attached schedule at a future meeting.	CC-26-90	Jared Thulin
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7. General Orders

The City Council 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 City Council 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 City Council.

a.	Presentation and discussion of the conceptual evaluation and planning-level cost comparison for rehabilitation of the 10th Avenue and Main Street roundabout compared to conversion to a four-way stop intersection, including possible action to direct staff to proceed with implementing improvements as presented, or as otherwise directed by the City Council.	CC-26-91	Bill Millis, Stephen Gose
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8. Ordinances

The City Council will hear a staff presentation, discuss, and take action including a vote or series of votes on each ordinance listed as presented or as amended or revised by the City Council.

First Read

a.	ORDINANCE NO. 3606: AN ORDINANCE AMENDING THE EMPLOYEE RETIREMENT SYSTEM, DEFINED CONTRIBUTION PLAN FOR THE CITY OF STILLWATER, OKLAHOMA; PROVIDING RETIREMENT BENEFITS FOR ELIGIBLE EMPLOYEES OF THE CITY OF STILLWATER, OKLAHOMA; PERTAINING TO CONTRIBUTIONS BY PARTICIPANTS; PROVIDING FOR EMPLOYER PICKUP OF REQUIRED CONTRIBUTIONS; PROVIDING FOR REPEALER AND SEVERABILITY.	CC-26-92
b.	ORDINANCE NO. 3608: AN ORDINANCE AMENDING STILLWATER CITY CODE, CHAPTER 29, MOTOR VEHICLES AND TRAFFIC, ARTICLE I, IN GENERAL, BY CREATING SECTION 29-23, USE OF HAND-HELD CELL PHONES OR COMMUNICATION DEVICES IN A SCHOOL OR CONSTRUCTION ZONE; REPEALING ALL ORDINANCES TO THE CONTRARY; AND PROVIDING FOR SEVERABILITY.	
c.	ORDINANCE NO. 3609: AN ORDINANCE AMENDING THE STILLWATER CITY CODE BY AMENDING CHAPTER 33, PARKS, EVENTS AND RECREATION, ARTICLE 1, IN GENERAL, SECTION 33-15, CAMPING PROHIBITED; EXCEPTIONS; REPEALING ALL ORDINANCES TO THE CONTRARY; AND PROVIDING FOR SEVERABILITY.	
d.	ORDINANCE NO. 3610: AN ORDINANCE AMENDING STILLWATER CITY CODE BY AMENDING CHAPTER 16, CRIMES, MISCELLANEOUS OFFENSES AND PROVISIONS, BY AMENDING ARTICLE IV, OFFENSES INVOLVING PUBLIC PEACE AND ORDER, SEC. 16-83 LOUD MUSIC PROHIBITED; REPEALING ALL ORDINANCES TO THE CONTRARY; AND PROVIDING FOR SEVERABILITY.	CC-26-93

Second Read

a.	ORDINANCE NO. 3604: AN ORDINANCE AMENDING STILLWATER CITY CODE BY AMENDING CHAPTER 23, LAND DEVELOPMENT CODE, BY REPEALING ARTICLE V, USE CATEGORIES AND LIMITATIONS, DIVISION 4, RESIDENTIAL SHORT-TERM RENTAL, IN ITS ENTIRETY; AND CREATING AND ADOPTING CHAPTER 23, LAND DEVELOPMENT CODE, ARTICLE V, USE CATEGORIES AND LIMITATIONS; DIVISION 4; SHORT-TERM RENTALS, SECTION SEC. 23-115.1, DEFINITIONS; SEC. 23-115.2 PERMITTED DISTRICTS; SEC. 23-115.3 SHORT-TERM RENTAL LICENSE REQUIRED; COMPLIANCE WITH APPLICABLE CODES; SEC. 23-115.4, APPLICATION FORM AND PROCESS; SEC. 23-115.5, DENIAL, REVOCATION, NOTICE AND HEARING AND COMPLAINT PROCESS; SEC. 23-115.6, COVENANTS, DEED RESTRICTIONS AND OVERLAY REQUIREMENTS; SEC. 23-115.7, PENALTY; REPEALING ALL ORDINANCES TO THE CONTRARY; AND PROVIDING FOR SEVERABILITY.	
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9. Reports from Officers and Boards

Announcements and remarks of general interest may be made by Councilors, City Manager or City Attorney. 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 City Attorney
b.	Miscellaneous items from the City Manager
c.	Miscellaneous items from the City Council

10. Questions and Inquiries

11. Adjourn

On May 14, 2026 at 4:55 p.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 APRIL 30, 2026 AT 5:15 P.M.  
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES  
STILLWATER CITY COUNCIL  
REGULAR MEETING  
COUNCIL HEARING ROOM  
723 S. LEWIS  
MAY 4, 2026**

**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. PROCLAMATIONS/PRESENTATIONS**

- a. 2026 SBA Home-Based Business of the Year Award

Mayor Joyce read the proclamation congratulating Starla Holcomb for receiving the award, the SBA Home-Based Business of the year for Lead Training in Stillwater. Ms. Holcomb accepted the proclamation and thanked Mayor and Council for their support.

- b. Flood Awareness Month

Mayor Joyce read the proclamation declaring May 2026 as Flood Awareness Month in the City of Stillwater. Watershed Quality Manager Zack Henson accepted the proclamation and he discussed the importance of being aware of floodplains and the dangers and benefits associated with floodplains.

**4. CONSENT DOCKET**

- a. Approve April 20, 2026 regular and executive session meeting minutes.
- b. Approve budget amendments to reflect receipt and appropriation of \$3,313 from Payne County Enhanced 911 Communications Board for travel to the National Emergency Number Association Conference.
- c. Approve the engagement of HSPG and Associates, PC to perform the audit for the City of Stillwater and the related Trust Authorities for the fiscal year ending June 30, 2026.
- d. Acceptance of a waterline easement from the Stillwater Utilities Authority to ensure adequate easement for current and future operation and maintenance of the Kaw Waterline. This easement is needed prior to a proposed transfer of a portion of this property to ODOT in connection with an upcoming road reconstruction project.
- e. Approve a budget amendment in the amount of \$38,000 to purchase a used Dodge Durango from the Kansas Highway Patrol.
- f. Acceptance of an electric easement along the east side of the residential property addressed as 407 W. 22nd Avenue.

- g. Accept an Encroachment Agreement and Release of Liability (EARL) for a sign in the right-of-way for the Park Valley Subdivision.
- h. Authorize the Mayor to sign the Local Government Certification documents for Mission of Hope to apply for the 2026 Emergency Solutions Grant Program.
- i. Acceptance of right-of-way dedication from the Crosswinds Home Owner's Association at 5700 W. 7th Avenue.
- j. Consider request for a final plat named The Canyons, Sixth Section in the Small Lot Single-Family Residential (RSS) zoning district located on a portion of property addressed as 5502 N. Perkins Road.
- k. Accept public water, sewer, storm sewer and street improvements for The Canyons, Sixth Section subdivision located on a portion of property addressed as 5502 N. Perkins Road.

Mayor Joyce stated that staff requested item g. be removed from the Consent Docket.

Mayor Joyce removed item i. from the Consent Docket.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO APPROVE THE CONSENT DOCKET MINUS ITEM G. AND ITEM I.

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

## 5. PUBLIC COMMENT ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING

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

## 6. ITEMS REMOVED FROM CONSENT DOCKET

- g. Accept an Encroachment Agreement and Release of Liability (EARL) for a sign in the right-of-way for the Park Valley Subdivision.

Staff requested item g. be removed from the Consent Docket so corrections can be made to the documents. No action was taken on this item.

- i. Acceptance of right-of-way dedication from the Crosswinds Home Owner's Association at 5700 W. 7th Avenue.

Mayor Joyce stated that 7<sup>th</sup> Street in this area just stops so there is no connectivity to the two neighborhoods in that area. Mayor thanked David Barth for the work that he has done to initiate getting 7<sup>th</sup> Street fixed and those neighborhoods connected.

MOTION BY MAYOR JOYCE, SECOND BY COUNCILOR HAWKINS TO APPROVE ITEM I. FROM THE CONSENT DOCKET.

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

## 7. PUBLIC HEARINGS

- a. Receive public comment regarding a Text Amendment (TXT26-01) to Chapter 23, Land Development Code, by repealing Article V, Use Categories and Limitations, Division 4, Residential Short-Term Rental, in its entirety; and creating and adopting Chapter 23, Land Development Code, Article V, Use Categories and Limitations; Division 4; Short-Term Rentals, Section 23-115.1, Definitions; Section 23-115.2 Permitted Districts; Section 23-115.3 Short-Term

Rental License Required; Compliance with Applicable Codes; Section 23-115.4, Application Form and Process; Section 23.115.5 Denial, Revocation, Notice and Hearing and Compliant Process, Section 23.115.6, Covenants, Deed Restrictions and Overlay Requirements; Section 23-115.7, Penalty; repealing all ordinances to the contrary; and providing for severability.

Development Services Director David Barth presented the report. He stated that currently, a short-term rental (STR) license is only required in the RSL (Residential Large Lot Single Family), RSS (Residential Small Lot Single Family), and RT (Two Family Residential) zoning districts. The City currently has 167 active STR licenses in the RSS, RSL and RT zoning districts. The current STR licensing process requires staff to notify all property owners within 300 feet of the proposed STR. If there are no objections, the license is administratively approved. Mr. Barth reported that if anyone, no matter where they reside, objects to licensing an STR, the Planning Commission holds a public hearing to consider the objections and approve or deny the license. Since the City began regulating STRs in 2019, there have been several instances where objections to an STR license were filed by someone residing in a different part of the City or in a different city altogether. He stated that these objectors often do not attend the public hearings which require significant staff time and expense noticing, preparing presentations/reports, scheduling the hearings as well as planning commissioners who volunteer their time having to preside over the public hearing.

Mr. Barth reported that the proposed text amendment requires all short-term rentals, in all zoning districts, to be licensed through the Development Services Department. The proposed application process is streamlined, with administrative approval, a strong emphasis on enforcement and compliance, and increased application requirements. He stated that applicants will be asked to address common concerns (i.e. tenant screening process, parking, house rules, occupancy limits, presence of fire alarms and carbon monoxide detectors) of the Planning Commission and neighbors expressed during past public hearings.

Mr. Barth stated that on April 21, 2026, Planning Commission held a public hearing to consider the proposed text amendment. During discussion, the Planning Commission contemplated how to protect the character of residential neighborhoods by limiting the number of licenses in areas zoned Small Lot Single Family (RSS) and Large Lot Single Family (RSL).

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

Discussion was held amongst Council and staff regarding the maximum amount of short-term rental licenses issued in residential zoning districts and being able to maintain the neighborhood character.

Mr. Barth answered Council's questions.

Planning Commission recommended, by a vote of 5-0, that City Council approve the proposed Text Amendment with a maximum density requirement for STR licenses in the RSS and RSL zoning districts.

This item will be considered under agenda item 8. Ordinances.

## **8. ORDINANCES**

### **a. First Reading**

Ordinance No. 3604: An ordinance amending Stillwater City Code by amending Chapter 23, Land Development Code, by repealing Article V, Use Categories and Limitations, Division 4, Residential Short-Term Rental, In Its Entirety; and Creating and Adopting Chapter 23, Land Development Code, Article V, Use Categories and Limitations; Division 4, Short-Term Rentals, Section Sec. 23-115.1, Definitions; Sec. 23-115.2, Permitted Districts; Sec. 23-115.3, Short-Term Rental License Required; Compliance With Applicable Codes; Sec. 23-115.4, Application Form and Process; Sec. 23-115.5,

Denial, Revocation, Notice and Hearing and Complaint Process; Sec. 23-115.6, Covenants, Deed Restrictions and Overlay Requirements; Sec. 23-115.7, Penalty; repealing all ordinances to the contrary; and providing for severability.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HARDIN TO ADVANCE ORDINANCE NO. 3604 TO SECOND READ AS PRESENTED.

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

b. Second Reading

Ordinance No. 3601: An ordinance closing of a Utility Easement at property located at 410 W Franklin Ave.

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR CLARK TO ADOPT ORDINANCE NO. 3601 AS PRESENTED.

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

Ordinance No. 3602: An ordinance closing of the previously unclosed portion of the General Utility, Drainage and Pedestrian Easements at property located at 410 W Franklin Ave.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ADOPT ORDINANCE NO. 3602 AS PRESENTED.

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

Ordinance No. 3603: An ordinance repealing and replacing Section 7, "Government and Educational Access; Emergency Alert," of Stillwater Ordinance No. 3489 Which Granted a Non-Exclusive Permit to Clarity Telecom, LLC For the Construction and Operation of a Cable System; repealing all ordinances to the contrary; and providing for severability

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR CLARK TO ADOPT ORDINANCE NO. 3603 AS PRESENTED.

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

**9. REPORTS FROM OFFICERS & BOARDS**

a. Miscellaneous items from the City Attorney:

- i. Request for an Executive Session pursuant to 25 O.S. §307(B)(4) for the purpose of confidential communications between the City Council and its attorney concerning all aspects of a pending claim involving Terracon Consultants, Inc. and BKL, Inc. for damages related to geotechnical investigation services for City Project 14TR03, FY 14 Bridge Maintenance and Improvement. It is the opinion of the City Attorney that disclosure of this matter will seriously impair the ability of the City to process the claim or proceed in the public interest.

b. Miscellaneous items from the City Manager:

- City Manager Brady Moore extended a special congratulations to Stillwater Fire Chief Duane Helmberger on his nomination to the Oklahoma State Fire Marshal Commission, representing the Oklahoma Fire Chiefs Association. He received a unanimous vote of approval from the Oklahoma State Senate Retirement and Government Resources Committee, which just needs Senate confirmation to make his appointment official.
  - City Manager Brady Moore stated that the City is excited to announce that the City of Stillwater's Dennis Diebold has been named the 2026 MESO Champion of Public Power. This award from the Municipal Electric Systems of Oklahoma is only given out when their board of directors finds someone whose career has moved public power forward and whose leadership has strengthened their community in noticeable ways. We're grateful for his 50 years of service at three different municipal utilities. He built his career on excellence, mentorship, and an unwavering belief in public power.
- c. Miscellaneous items from the City Council:
- Council Hardin announced that on Saturday, May 16, from 10 a.m. to 12 p.m., the Stillwater Police Department is hosting Cops and Bobbers, a free youth fishing event. Stillwater police and other local law enforcement officers, along with the Oklahoma Department of Wildlife Conservation, invite families to come out to Boomer Lake for fishing clinics, food, fun, and more. Look for the festivities by the west playground. A fishing license is not required, and equipment will be provided.
  - Councilor Clark announced that with university students getting ready to head out of town, Stillwater's Waste Management team is once again offering an OSU Student Move-out Special. From May 9 to June 13, students who present a valid OSU ID can drop off bulky items and electronics for free at the Convenience Collection Center on Perkins Road. This includes furniture, mattresses, appliances without freon, computers, televisions, stereos, and more. Waste Management has also partnered with OSU Greek Life to collect sorority and fraternity students' unwanted furniture and mattresses from May 5-15. Two roll-off containers will be placed on 3rd Avenue at Jefferson and Garfield for that purpose.
  - Councilor Hawkins announced that Stillwater is heading into graduation season, with the first being this past weekend at Northern Oklahoma College. This coming Friday and Saturday, May 8-9, OSU will hold its graduation ceremonies at Gallagher-Iba Arena, followed by Meridian Tech on May 20 and 21, and Stillwater High School on May 22. We want to congratulate ALL our graduates on their hard-earned degrees. We also want to take this opportunity to remind residents that they will see a big increase in visitors. Please be patient on the roads, watch out for pedestrians, and of course join in on the energetic spirit of this time of year.
  - Mayor Joyce reported that Stillwater is excited to welcome athletes to Stillwater for the Special Olympics Oklahoma Summer Games, May 13-15. Whether you're participating, attending, volunteering, or simply out and about during those days, please be cautious of pedestrians and be patient with the potential increase in traffic. Events will take place across OSU campus as well as Stillwater High School. This will be the 41st year Stillwater has hosted the Special Olympics. If you'd like to volunteer to make this another successful summer games go to [sook.org](http://sook.org). Best of luck to all the athletes.
- i. Discussion about scheduling items for future meetings.

## 10. QUESTIONS & INQUIRIES

None.

## 11. EXECUTIVE SESSION

- a. Confidential communication between City Council and its attorney concerning all aspects of the pending claim involving Terracon Consultants, Inc. and BKL, Inc, including discussion of possible settlement agreement.

MOTION BY MAYOR JOYCE, SECOND BY COUNCILOR CLARK TO RECESS THE STILLWATER CITY COUNCIL MEETING AT 6:09 P.M.

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

Stillwater City Council meeting recessed at 6:09 p.m. to convene the Stillwater Economic Development Authority meeting.

Stillwater City Council reconvened at 6:22 p.m.

MOTION BY COUNCILOR HARDIN, SECOND BY COUNCILOR HAWKINS TO ENTER INTO EXECUTIVE SESSION AT 6:22 P.M

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

## 12. RETURN FROM EXECUTIVE SESSION

MOTION BY COUNCILOR HAWKINS, SECOND BY COUNCILOR CLARK TO RECONVENE THE REGULAR STILLWATER CITY COUNCIL MEETING AT 6:36 P.M.

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

- a. Possible action related to a pending claim involving Terracon Consultants, Inc. and BKL, Inc., including possible action to approve a settlement agreement.

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO APPROVE THE SETTLEMENT AGREEMENT WITH TERRACON CONSULTANTS, INC. AND BKL, INC.

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

## 13. ADJOURN

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ADJOURN THE MAY 4, 2026 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 May 4, 2026 regular meeting of the Stillwater City Council adjourned at 6:37 p.m.

**WILLIAM H. JOYCE, MAYOR**  
**STILLWATER CITY COUNCIL**

**TERESA KADAVY**  
**CITY CLERK**

DRAFT

IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW,  
THE AGENDA WAS POSTED APRIL 30, 2026 AT 5:15 P.M. AT  
THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA

MINUTES  
STILLWATER CITY COUNCIL  
EXECUTIVE SESSION  
723 S. LEWIS  
MAY 4, 2026  
6:22 P.M.

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

- a. Confidential communication between City Council and its attorney concerning all aspects of the pending claim involving Terracon Consultants, Inc. and BKL, Inc, including discussion of possible settlement agreement.

Discussion was held regarding possible action concerning all aspects of a pending investigation, claim or action involving Terracon Consultants, Inc. and BKL, Inc. pursuant to 25 O.S. § 307(B)(4).

The Executive Session concluded at 6:36 p.m.

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WILLIAM H. JOYCE, MAYOR

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TERESA KADAVY, CITY CLERK



**City Attorney's Office**

723 S. Lewis Street/P.O. Box 1449  
Stillwater, Oklahoma 74074-1449  
Office: (405) 742-8205

May 14, 2026

Discover Card Merchant Class Action Settlement Administrator  
P.O. Box 5370  
Portland, OR 97228-5370

Re: Proof of Authority to file claims – CLAIM ID: 818009

Dear Settlement Administrator:

Please accept this letter as proof of authority that the City Attorney's Office is authorized to file claims on behalf of the City of Stillwater:

City of Stillwater, Oklahoma  
73-6005444  
Registrant: Assistant City Attorney

Sincerely,

William H. Joyce  
Mayor



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: 05/06/2026  
 Department: Finance  
 Requested by: Jared Thulin

Revenue:  
 Increase revenue projections for receipt of insurance proceeds from OMAG and third-party claims.

Account Name	Account Number (xxxxxx-xxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Fire Fund/Insurance Proceeds	1600000 - 62001		\$ 0	\$ 19,577	\$ 19,577
Police/Insurance Proceeds	1016025 - 62001		\$ 14,301	\$ 4,855	\$ 19,156
Oper-Field Servc/Insurance Proceeds	1014841 - 62001		\$ 20,479	\$ 32,116	\$ 52,595
					\$ 0
					\$ 0
					\$ 0
					\$ 0
					\$ 0
					\$ 0

Net Change: (will usually result in a total increase or decrease) \$ 56,548

Reviewed by Department Manager: \_\_\_\_\_ Date: \_\_\_\_\_  
 Reviewed by Finance:  Date: 5/11/2026  
 Approved by CMO: \_\_\_\_\_ Date: \_\_\_\_\_  
 Approved by City Council: \_\_\_\_\_ Date: \_\_\_\_\_  
 Yes  No

Processed by Finance: \_\_\_\_\_ Date: \_\_\_\_\_  
 Set ID: \_\_\_\_\_ Date Sent to SA&I: \_\_\_\_\_

--Print on Yellow Paper--



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: 05/06/2026

Department: Finance

Requested by: Jared Thulin

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

Account Name	Account Number (xxxxxx-xxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Police/Repair-Vehicles	1016025 - 53018		\$ 8,060	\$ 4,855	\$ 12,915
Oper-Field Servc/Insurance Exp	1014841 - 53912		\$ 20,479	\$ 32,116	\$ 52,595
Fire Fund/Vehicles	1606510 - 53912		\$ 0	\$ 19,577	\$ 19,577
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0
	-				\$ 0

Net Change: (will usually result in a total increase or decrease) \$ 56,548

Reviewed by Department Manager: \_\_\_\_\_ Date: \_\_\_\_\_  
 Reviewed by Finance:  Date: 5/11/2026

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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<b>Agenda Item:</b>	3.d. CC-26-82
<b>Previous/Related Action:</b>	
<b>Background/Issue:</b>	<p>IH Development, LLC requests to allow encroachment of a 14-foot wide subdivision sign within the public right-of-way. The sign is located at the southeast corner of Pintail Street and 26th Avenue, at the entrance for Park Valley Section 2.</p> <p>The sign was constructed at this location after a sign permit was issued from the City of Stillwater. It was later discovered that staff had made an error in approving the sign permit. An Encroachment and Release of Liability Agreement is proposed to allow the sign to remain.</p>
<b>Proposal/Solution:</b>	IH Development, LLC requests the approval of an Encroachment Agreement and Release of Liability for a 14-foot wide subdivision sign within the public right-of-way at the intersection of 26th Avenue and Pintail Street. The sign is located just inside of the right-of-way line and does not obstruct the intersection sight triangle or interfere with buried utilities in the area.
<b>Financial Source/Impact:</b>	None.
<b>Related Pillar(s):</b>	#2 MOTIVATED MANAGEMENT #4 CONNECTED SPACES
<b>Recommended Action/Motion:</b>	Staff recommends a motion to approve the Encroachment Agreement and Release of Liability with IH Development, LLC for a 14-foot wide subdivision sign within the public right-of-way at the intersection of 26th Avenue and Pintail Street and authorize the Mayor to execute the agreement.
<b>Prepared By:</b>	Henry Bibelheimer, Senior Planner
<b>Reviewed By:</b>	David Barth Brady Moore Teresa Kadavy
<b>Submitted By:</b>	Brady Moore, City Manager

**Attachments**

1. Encroachment Agreement & Release of Liability

**ENCROACHMENT AGREEMENT AND RELEASE OF LIABILITY**  
(Existing Encroachment)

This Encroachment Agreement and Release of Liability for an encroachment on a Right-of-Way is entered into by and between the City of Stillwater, an Oklahoma municipality (City), and IH Development, LLC, an Oklahoma Limited Liability Company (Owner).

The City owns right-of-way across, upon or adjacent to Owner's property. Owner's property is more particularly described as:

**1898 W. 26<sup>th</sup> Avenue Stillwater, Oklahoma**

Owner has constructed a 3-foot by 14-foot monument sign with masonry finish, upon a portion of the right-of-way on or adjacent to Owner's property, said portion being described as:

A tract of land lying in the Public R/W of PARK VALLEY ADDITION SECTION 2, being a part of Southwest Quarter (SW/4) of Section Twenty (27), Township Nineteen (19) North, Range Two (2) East of the Indian Meridian, Payne County, Oklahoma, being more particularly described as follows:

Commencing at the Westernmost Northwest corner of Lot 1, Block 12 of said plat; Thence S44°45'26"W along the Northwesterly line of said Lot 1, Block 12, a distance of 6.99 feet to the Point of Beginning; Thence N45°22'13"W a distance of 2.55 feet; Thence N44°45'26"E parallel to the Northwesterly line of said Lot 1, Block 12 and OUTLOT "H" & COMMON AREA a distance of 14.00 feet; Thence S45°22'13"E a distance of 2.55 feet to a point on the Northwesterly line of said OUTLOT "H" & COMMON AREA; Thence S44°45'26"W along said Northwesterly line of said OUTLOT "H" & COMMON AREA and Lot 1, Block 12 a distance of 14.00 feet to the Point of Beginning.

Containing 35.70 Sq. Ft. or 0.001 Acres, more or less

The City grants to Owner permission to maintain the structure or other encroachment on the above-described portion of right-of-way.

The Owner shall not construct or permit additional encroachments upon the right-of-way, and shall not alter, improve, replace or add to the permitted encroachment without prior written permission of the City.

The City reserves the right to remove, allow the removal, or require Owner to remove all encroachments from the applicable right-of-way at any time in the event that the encroached upon right-of-way is required, in the sole judgment of the City, to be used for public purposes.

In consideration of the City's agreement to not require Owner to immediately remove all encroachments from the applicable right-of-way, Owner agrees, on behalf of Owner, Owner's family and heirs, agents, devisees, successors, grantees, and assigns (collectively referred to as "Owner") to **waive any and all claims, causes of action, for damages of any kind or nature, including but not limited to any foreseen or unforeseen personal injury (including death), property damages (including loss of use), or other losses or damages** against the City of Stillwater, Oklahoma, its employees, officers, agents or assigns, which may arise out of or in connection with any aspect of the encroachment upon the above described right-of-way.

In consideration of the City's agreement to not require Owner to immediately remove all encroachments from the applicable right-of-way, Owner also agrees to **indemnify, defend (at the City's option), and hold harmless** the City, its employees, officials, agents, representatives and volunteers **from and against any and all causes of action (whether groundless or not), losses, liabilities, damages, injuries (including death), property damage (including loss of use), claims, liens, judgments, costs, expenses, suits, actions, or proceedings and reasonable attorney's fees, and actual damages of any kind or nature** directly or indirectly arising out of or in connection with the encroachment upon the above described right-of-way.

In consideration of the City's agreement to not require Owner to immediately remove all encroachments from the applicable right-of-way, Owner also agrees to **reimburse City for any direct or indirect costs or expenses** that the City may incur as a direct or indirect result of any encroachment upon the above-described property. The presence or absence of any insurance shall not be construed as a limitation on the duties or obligations of Owner under this Agreement.

Owner shall obtain release agreements as required by all other applicable utilities companies, and shall comply with all local, state, and federal regulations and laws which may be applicable to Owner's encroachment upon the above right-of-way.

**OWNER UNDERSTANDS THE PERSONAL, PROPERTY, AND/OR FINANCIAL RISKS ASSOCIATED WITH THIS AGREEMENT, AND OWNER AGREES TO ACCEPT THESE RISKS KNOWINGLY AND VOLUNTARILY.**

Owner seeks this agreement with the City voluntarily, and acknowledges that no promises, agreements or other inducements have been made to Owner. Owner understands that the City of Stillwater, Oklahoma will rely on this statement, the terms of this Agreement are contractual in nature, and this Agreement is specifically designed to protect the City of Stillwater, Oklahoma, its citizens, employees, officers, agents, and assigns.



APPROVED by the City Council of the City of Stillwater, Oklahoma on: \_\_\_\_\_, 2026.

CITY OF STILLWATER, a municipal corporation

By: \_\_\_\_\_  
Mayor

ATTEST:

APPROVED:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Attorney

MEETING DATE: MAY 18, 2026

<b>Agenda Item:</b>	3.e. CC-26-83
<b>Previous/Related Action:</b>	
<b>Background/Issue:</b>	The City of Stillwater utilizes two methods of traffic detection at intersections. The older technology is loop detection, which places sensors in the pavement to detect vehicles. The newer technology is video detection, which requires the placement of cameras at the intersection to detect vehicles. Video detection is more reliable and has become the preferred mode of detection for intersections throughout the City of Stillwater.
<b>Proposal/Solution:</b>	Staff is requesting the purchase of two No Traffic Video Detection Systems to replace loop technology. The No traffic Video Detection Systems will be placed at Duck Street and Hall of Fame Avenue and at Main Street and 6th Avenue. This purchase will include mounting hardware and installation.
<b>Financial Source/Impact:</b>	Funds are available in the amount of \$50,000 from the Transportation Sales Tax Fund as part of the FY26 Pavement Management Plan, which was approved by City Council on August 18, 2025. The budget amendment is attached for approval.
<b>Related Pillar(s):</b>	Effective Services
<b>Recommended Action/Motion:</b>	Motion to approve the purchase of two No Traffic Video Detection Systems in the amount of \$50,000 and approve the attached budget amendment.
<b>Prepared By:</b>	Mark White, Public Works Dir.
<b>Reviewed By:</b>	Mark White Brady Moore Teresa Kadavy
<b>Submitted By:</b>	Brady Moore, City Manager

**Attachments**

1. Budget Amendment



MEETING DATE: MAY 18, 2026

<b>Agenda Item:</b>	3.f. CC-26-84
<b>Previous/Related Action:</b>	The Library Board accepted the grant funds at its April 28, 2026, meeting.
<b>Background/Issue:</b>	The Stillwater Public Library received a \$30,000 grant from the Oklahoma Department of Libraries and Institute for Museum and Library Services for the purchase of a “Lucky Day” collection within the Oklahoma Virtual Library. Collection items will appear in the OKVL catalog anytime they are returned, but cannot be put on hold in order to increase the frequency with which patrons find an in-demand item when browsing the catalog.
<b>Proposal/Solution:</b>	Approval of the attached budget amendments will allow library staff to purchase additional eMedia to increase patron satisfaction with the service.
<b>Financial Source/Impact:</b>	The budget amendment reflects an increase to the federal grant revenue account by \$30,000 and a corresponding increase to the grant expenditure account.
<b>Related Pillar(s):</b>	Quality of Life
<b>Recommended Action/Motion:</b>	Motion to approve budget amendments reflecting receipt and appropriation of \$30,000 in grant funds to the Stillwater Public Library.
<b>Prepared By:</b>	Stacy Delano, Library Director
<b>Reviewed By:</b>	Stacy Delano Christy Cluck Teresa Kadavy
<b>Submitted By:</b>	Brady Moore, City Manager

**Attachments**

1. BA.grant.LuckyDay.REV.5.18.26
2. BA.grant.LuckyDay.EXP.5.18.26

Budget Amendment Request  
 For Budget Year \_\_\_\_\_

Department of Finance  
 723 S. Lewis Street/P.O. Box 1449  
 Stillwater, OK 74076-1449

Office: 405.372.0025  
 Web: stillwater.org

Date: \_\_\_\_\_

Department: \_\_\_\_\_

Requested by: \_\_\_\_\_

Explanation:

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	-				
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	-				
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	-				
Decrease:	-				
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	-				
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	-				

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

Reviewed by Department Manager: Steve DeJure

Date: \_\_\_\_\_

Reviewed by Finance: \_\_\_\_\_

Date: \_\_\_\_\_

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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Budget Amendment Request  
 For Budget Year \_\_\_\_\_

Department of Finance  
 723 S. Lewis Street/P.O. Box 1449  
 Stillwater, OK 74076-1449

Office: 405.372.0025  
 Web: stillwater.org

Date: \_\_\_\_\_

Department: \_\_\_\_\_

Requested by: \_\_\_\_\_

Explanation:

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	-				
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Decrease:	-				
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	-				

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

Reviewed by Department Manager: Steve DeJure

Date: \_\_\_\_\_

Reviewed by Finance: \_\_\_\_\_

Date: \_\_\_\_\_

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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<b>Agenda Item:</b>	3.g. CC-26-85
<b>Previous/Related Action:</b>	The Library Board accepted the grant funds at its April 28, 2026, meeting.
<b>Background/Issue:</b>	The Stillwater Public Library received a \$2,500 America250 grant from the Oklahoma Department of Libraries and Institute for Museum and Library Services for the planning and execution of activities and programs related to America's semiquincentennial celebration.
<b>Proposal/Solution:</b>	Approval of the attached budget amendments will allow library staff to hold cultural events and activities that allow community members to learn more about American history and literature.
<b>Financial Source/Impact:</b>	The budget amendment reflects an increase to the federal grant revenue account by \$2,500 and a corresponding increase to the grant expenditure account.
<b>Related Pillar(s):</b>	Quality of Life
<b>Recommended Action/Motion:</b>	Motion to approve budget amendments reflecting receipt and appropriation of \$2,500 in Oklahoma Department of Libraries America250 grant funds to the Stillwater Public Library.
<b>Prepared By:</b>	Stacy Delano, Library Director
<b>Reviewed By:</b>	Stacy Delano Christy Cluck Teresa Kadavy
<b>Submitted By:</b>	Brady Moore, City Manager

**Attachments**

1. BA.grant.A250.REV.5.18.26
2. BA.grant.A250.EXP.5.18.26

Budget Amendment Request  
 For Budget Year \_\_\_\_\_

Department of Finance  
 723 S. Lewis Street/P.O. Box 1449  
 Stillwater, OK 74076-1449

Office: 405.372.0025  
 Web: stillwater.org

Date: \_\_\_\_\_

Department: \_\_\_\_\_

Requested by: \_\_\_\_\_

Explanation:

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	-				
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Decrease:	-				
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Net Change: (will usually result in a total increase or decrease)

Reviewed by Department Manager: Steve DeJure

Date: \_\_\_\_\_

Reviewed by Finance: \_\_\_\_\_

Date: \_\_\_\_\_

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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Budget Amendment Request  
 For Budget Year \_\_\_\_\_

Department of Finance  
 723 S. Lewis Street/P.O. Box 1449  
 Stillwater, OK 74076-1449

Office: 405.372.0025  
 Web: stillwater.org

Date: \_\_\_\_\_

Department: \_\_\_\_\_

Requested by: \_\_\_\_\_

Explanation:

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	-				
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Decrease:	-				
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Net Change: (will usually result in a total increase or decrease)

Reviewed by Department Manager: Steve DeJure

Date: \_\_\_\_\_

Reviewed by Finance: \_\_\_\_\_

Date: \_\_\_\_\_

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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MEETING DATE: MAY 18, 2026

<b>Agenda Item:</b>	3.h. CC-26-86
<b>Previous/Related Action:</b>	
<b>Background/Issue:</b>	The library received \$1,330.39 in donations, including \$281.37 from Stillwater Frontier Rotary for honor books and \$1,049.02 in donations for the library's shredding event.
<b>Proposal/Solution:</b>	Approval of the attached budget amendments will allow the use of the donations for donor-directed projects.
<b>Financial Source/Impact:</b>	The budget amendment reflects an increase to the donation revenue account by \$1,330 and a corresponding increase to projects in the donation expenditure account.
<b>Related Pillar(s):</b>	Quality of Life
<b>Recommended Action/Motion:</b>	Motion to approve budget amendments reflecting receipt and appropriation of \$1,330 in donations to the Stillwater Public Library.
<b>Prepared By:</b>	Stacy Delano, Library Director
<b>Reviewed By:</b>	Stacy Delano Christy Cluck Teresa Kadavy
<b>Submitted By:</b>	Brady Moore, City Manager

**Attachments**

1. BA.donation.REV.5.18.26
2. BA.donation.EXP.5.18.26

Budget Amendment Request  
 For Budget Year \_\_\_\_\_

Department of Finance  
 723 S. Lewis Street/P.O. Box 1449  
 Stillwater, OK 74076-1449

Office: 405.372.0025  
 Web: stillwater.org

Date: \_\_\_\_\_

Department: \_\_\_\_\_

Requested by: \_\_\_\_\_

Explanation:

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	-				
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Decrease:	-				
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Net Change: (will usually result in a total increase or decrease)

Reviewed by Department Manager: Stacy DeJure

Date: \_\_\_\_\_

Reviewed by Finance: \_\_\_\_\_

Date: \_\_\_\_\_

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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Budget Amendment Request  
 For Budget Year \_\_\_\_\_

Department of Finance  
 723 S. Lewis Street/P.O. Box 1449  
 Stillwater, OK 74076-1449

Office: 405.372.0025  
 Web: stillwater.org

Date: \_\_\_\_\_

Department: \_\_\_\_\_

Requested by: \_\_\_\_\_

Explanation:

Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	-				
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Decrease:	-				
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	-				
	-				
	-				

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

Reviewed by Department Manager: \_\_\_\_\_



Date: \_\_\_\_\_

Reviewed by Finance: \_\_\_\_\_

Date: \_\_\_\_\_

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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MEETING DATE: MAY 18, 2026

<b>Agenda Item:</b>	3.i. CC-26-87
<b>Previous/Related Action:</b>	
<b>Background/Issue:</b>	The City of Stillwater must grant approval for Payne County Youth Services to apply for 2026 Emergency Solutions Grant Program. By authorizing this grant application, a critical population will continue to receive valuable services.
<b>Proposal/Solution:</b>	Approve Payne County Youth Services submission of the 2026 Emergency Solutions Grant application.
<b>Financial Source/Impact:</b>	This application will not impact the City of Stillwater budget.
<b>Related Pillar(s):</b>	Quality of Life
<b>Recommended Action/Motion:</b>	Authorize the Mayor to sign the Local Government Certification documents for Payne County Youth Services to apply for the 2026 Emergency Solutions Grant.
<b>Prepared By:</b>	Shelly Crynes, Grants Manager
<b>Reviewed By:</b>	Michelle Wilhelm Christy Cluck Teresa Kadavy
<b>Submitted By:</b>	Brady Moore, City Manager

**Attachments**

1. Certification of Local Government Approval for Nonprofit
2. Environmental Review Record for Release of Funds
3. Local Government Certification

# CERTIFICATION OF LOCAL GOVERNMENT APPROVAL FOR NONPROFIT ORGANIZATIONS

Emergency Solutions Grant (ESG) Program

**To be submitted ONLY by Community Action Agencies (CAA) or Independent Nonprofits** and to be prepared by Units of General Local Government.

I, William H. Joyce, Mayor, (name of local government official and title) duly authorized to act on behalf of the City of Stillwater, OK (name of jurisdiction)

hereby approve the following emergency shelter activities proposed by \_\_\_\_\_

Payne County Youth Services, Inc. (name of CAA/Nonprofit)

which is (are) to be located in City of Stillwater, OK (name of jurisdiction).

William H. Joyce, Mayor  
Name of Chief Elected Official and Title

\_\_\_\_\_  
Signature of the Chief Elected Official

May 18, 2026  
Date

# ENVIRONMENTAL REVIEW RECORD FOR EXEMPTIONS/RELEASE OF FUNDS

Oklahoma Department of Commerce/Office of Community Development  
Emergency Solutions Grant Program

Environmental Review or Activity/Project that is Exempt or Categorically Excluded Not Subject to Section 58.5  
Pursuant to 24 CFR Part 58.34(a) and 58.35(b)

## REQUEST FOR RELEASE OF FUNDS AND CERTIFICATION

Contractor Name: <b>Payne County Youth Services, Inc.</b>		Funds Requested:
Address: <b>2224 W 12th Ave, Stillwater, OK 74074</b>		Date of Request:
Project Description (Brief): <b>Emergency Solutions Grant (ESG)</b>		
I have reviewed and determined that the above-mentioned project is a Categorically Excluded activity (subject to §58.5) per 24 CFR §58.35(a) as follows: (Place checkmark by each requirement to verify that Applicant's project does not include any item listed)		
<input checked="" type="checkbox"/>	58.35(a) (1). Acquisition, repair, improvement, reconstruction, or rehabilitation of public facilities and improvements (other than buildings) when the facilities and improvements are in place and will be retained in the same use without change in size or capacity of more than 20 percent (e.g., replacement of water or sewer lines, reconstruction of curbs and sidewalks, repaving of streets);	
<input checked="" type="checkbox"/>	58.35(a) (2). Special projects directed to the removal of material and architectural barriers that restrict the mobility of and accessibility to elderly and handicapped persons;	
<input checked="" type="checkbox"/>	58.35(a) (3). Rehabilitation of buildings and improvements when the following conditions are met:	
<input checked="" type="checkbox"/>	58.35(a) (3) (i). In the case of a building for residential use (with one to four units), the density is not increased beyond four units, the land use is not changed, and the footprint of the building is not increased in a floodplain or in a wetland;	
<input checked="" type="checkbox"/>	58.35(a) (3) (ii). In the case of multifamily residential buildings: (A) Unit density is not changed more than 20 percent; (B) The project does not involve changes in land use from residential to non-residential; and (C) The estimated cost of rehabilitation is less than 75 percent of the total estimated cost of replacement after rehabilitation.	
<input checked="" type="checkbox"/>	58.35(a) (3) (iii). In the case of non-residential structures, including commercial, industrial, and public buildings: (A) The facilities and improvements are in place and will not be changed in size or capacity by more than 20 percent; AND (B) The activity does not involve a change in land use, such as from non-residential to residential, commercial to industrial, or from one industrial use to another.	
<input checked="" type="checkbox"/>	58.35(a) (4) (i) An individual action on up to four dwelling units where there is a maximum of four units on any one site. The units can be four one-unit buildings or one four-unit building or any combination in between; or	
<input checked="" type="checkbox"/>	58.35(a) (ii) An individual action on a project of five or more housing units developed on scattered sites when the sites are more than 2,000 feet apart and there are not more than four housing units on any one site. 58.35(a) (iii) Paragraphs (a) (4) (i) and (ii) of this section do not apply to rehabilitation of a building for residential use (with one to four units) (see paragraph (a) (3) (i) of this section).	
<input checked="" type="checkbox"/>	58.35(a) (5). Acquisition (including leasing) or disposition of, or equity loans on an existing structure, or acquisition (including leasing) of vacant land provided that the structure or land acquired, financed, or disposed of will be retained for the same use.	
<input checked="" type="checkbox"/>	58.35(a) (6). Combinations of the above activities.	
Signature of Authorized Official: _____		
Name & Title of Authorized Official: <b>William H. Joyce, Mayor</b>		
Date: May 18, 2026		

# LOCAL GOVERNMENT CERTIFICATION

Emergency Solutions Grant (ESG) Program

**To be submitted ONLY by Units of General Local Government Applicants.**

I, William H. Joyce, Mayor, Chief Elected Official of

City of Stillwater, OK, certify that the units of general local government will comply with the following:

The requirements of 24 CFR Sec. 576 and the current Federal Register Notice of Fund Availability; Amended Program Requirements, concerning the continued use of buildings for which Emergency Solutions Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services, concerning the population to be served.

The building standards requirement of 24 CFR Sec. 576.55.

The requirements of 24 CFR Sec. 576, concerning assistance to the homeless.

The requirements of 24 CFR Sec. 576.330, other appropriate provisions of 24 CFR Part 576, and other applicable Federal laws concerning nondiscrimination and equal opportunity.

I further certify that the units of general local government will comply with the provisions of, and regulations and procedures applicable under, section 104(g) of the Housing and Community Development Act of 1974 with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related authorities as specified in 24 CFR Part 58.

I further certify that the units of general local government and the shelter(s) conducting activities, funded in whole or in part with McKinney Act funds, to assist the homeless population in this jurisdiction, will administer, in good faith, a policy designed to ensure that the assisted homeless facility is free from the illegal use, possession, or distribution of drugs or alcohol by its beneficiaries.

I further certify that the submission of an application for an emergency solutions grant is authorized under state and/or local law and that the local government possesses legal authority to carry out emergency solutions grant activities in accordance with applicable law and regulations of the Department of Housing and Urban Development.

William H. Joyce, Mayor  
Name of Chief Elected Official and Title

May 18, 2026

Signature of Chief Elected Official

Date

MEETING DATE: MAY 18, 2026

<b>Agenda Item:</b>	3.j. CC-26-88
<b>Previous/Related Action:</b>	None
<b>Background/Issue:</b>	Strickland Park Ballfield Complex is undergoing renovation to the four ballfields along with the concession stand. The field renovations are a separate contract from the concession stand renovations bid.
<b>Proposal/Solution:</b>	Staff solicited bids for the replacement of the concession stand and three bids were received, ranging from \$90,746.66 to \$161,424.00. Cactus Construction LLC located in Oklahoma City was determined to be the low bid.
<b>Financial Source/Impact:</b>	Funding through the visitor sales tax for the amount of \$1,835,745 was approved for this project by the Tourism Advisory Committee and the Stillwater Economic Development Authority.
<b>Related Pillar(s):</b>	Quality of Life Strong Infrastructure Effective Services
<b>Recommended Action/Motion:</b>	Motion to award the bid for renovation of Strickland Park Concession Stand to Cactus Construction LLC in the amount of \$90,746.66.
<b>Prepared By:</b>	Barbara Bliss, Community Resources Director
<b>Reviewed By:</b>	Barbara Bliss Christy Driskel Teresa Kadavy
<b>Submitted By:</b>	Brady Moore, City Manager

**Attachments**

1. Bid Tabulation by Line Item Spreadsheet - 2026-05-14T072723.386

<b>Event Number</b>	8-2026 Addendum 1	<b>Organization</b>	City of Stillwater
<b>Event Title</b>	Strickland Park Concession and Restroom R	<b>Workgroup</b>	Purchasing
<b>Event Description</b>	Notice is hereby given that City of Stillwater	<b>Event Owner</b>	John McClenny
<b>Event Type</b>	IFB	<b>Email</b>	john.mcclenny@stillwaterok.gov
<b>Issue Date</b>	4/11/2026 06:00:00 AM (CT)	<b>Phone</b>	
<b>Close Date</b>	5/6/2026 03:00:00 PM (CT)	<b>Fax</b>	

Responding Supplier	City	State	Response Submitted	Lines Responded	Response Total
Cactus Construction LLC	Oklahoma City	OK	5/6/2026 02:28:31 PM (CT)	10	\$90,746.66
McKee (Brett McKee Developm	Stillwater	OK	5/6/2026 01:14:24 PM (CT)	10	\$120,840.00
Lambert Construction Company	Stillwater	OK	5/6/2026 02:55:48 PM (CT)	10	\$161,424.00

**Please note: Lines Responded and Response Total only includes responses to specification. No alternate response data is included.**

**Agenda Item:**  
**Previous/Related Action:**

- 3.k. CC-26-89
- SUA 22-11: Raw Water Storage Alternatives
  - CC 22-37: ARPA Grant Funding
  - SUA 23-04: Contract Amendment No. 4
  - SUA 24-60: PSA Carollo
  - SUA 25-09: Easements Expenditures
  - SUA 25-22: MOA with OSU

**Background/Issue:**

In October of 2024, SUA Trustees authorized Carollo to design a pipeline and pump station to use Lake McMurtry for raw water storage. The new raw water pipeline from Lake McMurtry to the Water Treatment Plant is proposed within private properties which require permanent and temporary construction easements. Staff have completed landowner negotiations for the attached permanent and temporary construction easements:

- Parcel 12A and Parcel 12.1 - Stillwater Lake McMurtry Water Line Project with Robert W. Emerson Jr. and Keri L. Emerson,
  - The proposed permanent easement is approximately 40 feet by 373 feet containing 0.34 acres.
  - The proposed temporary construction easement is approximately 20 feet by 373 feet containing 0.17 acres.
- Parcel 13A, Parcel 13.1 and Parcel 13.2 - Stillwater Lake McMurtry Water Line Project with Robert W. Emerson Jr. and Keri L. Emerson,
  - The proposed permanent easement is approximately 40 feet by 1,008 feet containing 0.92 acres.
  - The proposed temporary construction easement is approximately 20 feet by 831 feet containing 0.43 acres.
  - The proposed temporary construction easement is approximately 20 feet by 375 feet containing 0.18 acres.
- Parcel 18A, Parcel 18.1 and Parcel 18.2 - Stillwater Lake McMurtry Water Line Project with Ronald D.

Welsh and Patricia J. Welsh,

- The proposed permanent easement is approximately 40 feet by 338 feet containing 0.27 acres.
- The proposed temporary construction easement is approximately 20 feet by 340 feet containing 0.24 acres.
- The proposed temporary construction easement is approximately 20 feet by 245 feet containing 0.10 acres.
- Parcel 22A and Parcel 22.1 - Stillwater Lake McMurtry Water Line Project with James D. Hooper and Elizabeth A. Hooper, and
  - The proposed permanent easement is approximately 40 feet by 2,188 feet containing 1.98 acres.
  - The proposed temporary construction easement is approximately 20 feet by 2108 feet containing 0.96 acres.
- Parcel 23A and Parcel 23.1 - Stillwater Lake McMurtry Water Line Project with Billy R. Clay.
  - The proposed permanent easement is approximately 40 feet by 168 feet containing 0.12 acres.
  - The proposed temporary construction easement is approximately 20 feet by 86 feet containing 0.03 acres.

**Proposal/Solution:**

The above-mentioned easements are necessary for the project.

**Financial Source/Impact:**

N/A

**Related Pillar(s):**

Strong Infrastructure

**Recommended Action/Motion:**

Accept permanent and temporary easements for:

- Parcel 12A and Parcel 12.1 - Stillwater Lake McMurtry Water Line Project with Robert W. Emerson Jr. and Keri L. Emerson,
- Parcel 13A, Parcel 13.1 and Parcel 13.2 - Stillwater Lake McMurtry Water Line Project with Robert W. Emerson Jr. and Keri L. Emerson,
- Parcel 18A, Parcel 18.1 and Parcel 18.2 - Stillwater Lake McMurtry Water Line Project with Ronald D. Welsh and Patricia J. Welsh,
- Parcel 22A and Parcel 22.1 - Stillwater Lake McMurtry Water Line Project with James D. Hooper and Elizabeth A.

- Hooper, and
- Parcel 23A and Parcel 23.1 - Stillwater Lake McMurtry Water Line Project with Billy R. Clay.

<b>Prepared By:</b>	Bill Millis, Director of Engineering
<b>Reviewed By:</b>	Bill Millis Brady Moore Teresa Kadavy
<b>Submitted By:</b>	Brady Moore, City Manager

**Attachments**

1. Easement Docs\_P12A Secured Packet-AF
2. Easement Docs\_P13A Secured Packet-AF
3. Easement Docs\_P18A Signing Packet
4. Easement Docs\_P22A Secured Packet
5. Easement Docs\_P23A Signing Packet

## WATER LINE EASEMENT

### **KNOW ALL MEN BY THESE PRESENTS:**

That the undersigned, Robert W. Emerson, Jr. and Keri L. Emerson, certifies that they own and possess all rights, title, and interest, to the following described real property situated in Payne County, State of Oklahoma, to-wit:

A TRACT OF LAND SITUATED IN THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) OF SECTION TWENTY-NINE (29), TOWNSHIP TWENTY (20) NORTH, RANGE TWO (2) EAST I.M., PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER (NE/COR) OF SECTION TWENTY-NINE (29); THENCE SOUTH 89 DEGREES 39 MINUTES 41 SECONDS WEST ALONG THE NORTH LINE OF THE NORTHEAST QUARTER (NE/4) A DISTANCE OF 992.33 FEET TO THE NORTHEAST CORNER (NE/COR) OF THE WEST HALF (W/2) OF THE WEST HALF (W/2) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) FOR A POINT OF BEGINNING; THENCE SOUTH 00 DEGREES 09 MINUTES 33 SECONDS EAST ALONG THE EAST LINE OF THE WEST HALF (W/2) OF THE WEST HALF (W/2) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) A DISTANCE OF 1311.48 FEET TO THE SOUTHEAST CORNER (SE/COR) OF THE WEST HALF (W/2) OF THE WEST HALF (W/2) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4); THENCE NORTH 89 DEGREES 55 MINUTES 10 SECONDS WEST ALONG THE SOUTH LINE OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) A DISTANCE OF 329.81 FEET TO THE SOUTHWEST CORNER (SW/COR) OF THE WEST HALF (W/2) OF THE WEST HALF (W/2) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4); THENCE NORTH 00 DEGREES 12 MINUTES 05 SECONDS WEST ALONG THE WEST LINE OF THE WEST HALF (W/2) OF THE WEST HALF (W/2) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) A DISTANCE OF 1309.06 FEET TO THE NORTHWEST CORNER (NW/COR) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4); THENCE NORTH 89 DEGREES 39 MINUTES 41 SECONDS EAST ALONG THE NORTH LINE OF THE NORTHEAST QUARTER (NE/4) A DISTANCE OF 330.78 FEET TO THE POINT OF BEGINNING.

and further that the undersigned, in consideration of the sum of One Dollar (\$1.00), in hand paid and other good and valuable consideration, for them, their heirs, successors, executors, administrators, and assigns do hereby grant, bargain, sell, and convey unto the City of Stillwater, Oklahoma, a Municipal Corporation, its successors and assigns, an easement for the installation, operation and maintenance of a water line(s) through, over, under, and across the portions of the above-described property, together with the right of ingress and egress to and from same, for the purpose heretofore stated.

A TRACT OF LAND IN THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER (NE/4 NE/4) OF SECTION 29, T-20-N, R-2-E, IB&M, PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE NE/4 NE/4 OF SECTION 29, T-20-N, R-2-E; THENCE N0°52'08"W ALONG THE WEST LINE OF SAID NE/4 NE/4 A DISTANCE OF 290.35 FEET TO THE POINT OF BEGINNING; THENCE N0°52'08"W ALONG SAID WEST LINE A DISTANCE OF 45.10 FEET; THENCE N61°36'52"E A DISTANCE OF 372.55 FEET; THENCE S0°52'09"E A DISTANCE OF 45.10 FEET; THENCE S61°36'52"W A DISTANCE OF 372.55 FEET TO THE POINT OF BEGINNING.

The easement contains 14,902 square feet or 0.34 acres more or less and is subject to all recorded easements and rights of way thereof.

Except as herein granted, the grantors shall continue to have the full use and enjoyment of the properties herein granted or described for appropriate purposes. At no time shall the grantors commit a use, occupation or enjoyment thereof that might cause a hazardous condition and no building, structure or obstruction shall be located or constructed on said easement by the grantors, their successors or assigns, nor shall the grantors allow said easement to be

encumbered in any way so that the City of Stillwater shall not be afforded access to said water line(s) at any and all times.

IN WITNESS WHEREOF, I have hereunto set my hand this 4 day of MAY, 2025<sup>26</sup>.

Robert W. Emerson, Jr. and Keri L. Emerson

Robert W. Emerson, Jr.

Robert W. Emerson, Jr.

Keri L. Emerson

Keri L. Emerson

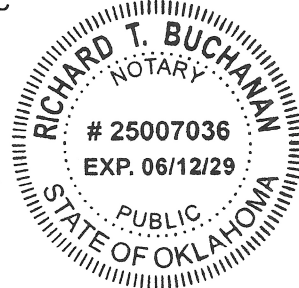
STATE OF OKLAHOMA )  
 ) ss.  
COUNTY OF PAYNE )

Before me, a Notary Public in and for said County and State on this 4 day of MAY, 2025<sup>26</sup> personally appeared, Robert W. Emerson, Jr. and Keri L. Emerson, to me known to be the identical persons who subscribed the name of the maker thereof to the foregoing instrument and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

Richard T. Buchanan  
NOTARY PUBLIC

My Commission Expires: 6/12/29  
My Commission Number: 25007036



(SEAL)

STATE OF OKLAHOMA )  
 ) ss.  
COUNTY OF PAYNE )

NOW, on this \_\_\_\_\_ day of \_\_\_\_\_, 2025, the City Council of the City of Stillwater, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered water line easement and directs the Mayor and Clerk of said City of Stillwater to indicate the same by their signatures and seal of the City of Stillwater, State of Oklahoma.

\_\_\_\_\_  
WILLIAM H. JOYCE, MAYOR  
CITY OF STILLWATER, OKLAHOMA

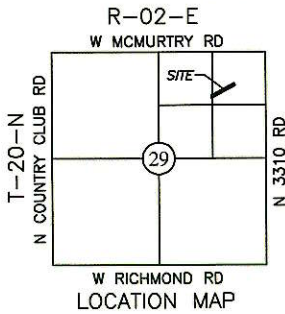
(SEAL)

ATTEST:

\_\_\_\_\_  
TERESA KADAVY, CITY CLERK  
CITY OF STILLWATER, OKLAHOMA

Approved as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

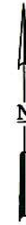
\_\_\_\_\_  
KIMBERLY CARNLEY, CITY ATTORNEY  
CITY OF STILLWATER, OKLAHOMA



**WATER LINE  
EASEMENT EXHIBIT  
PARCEL 12A**

**SURVEYOR**

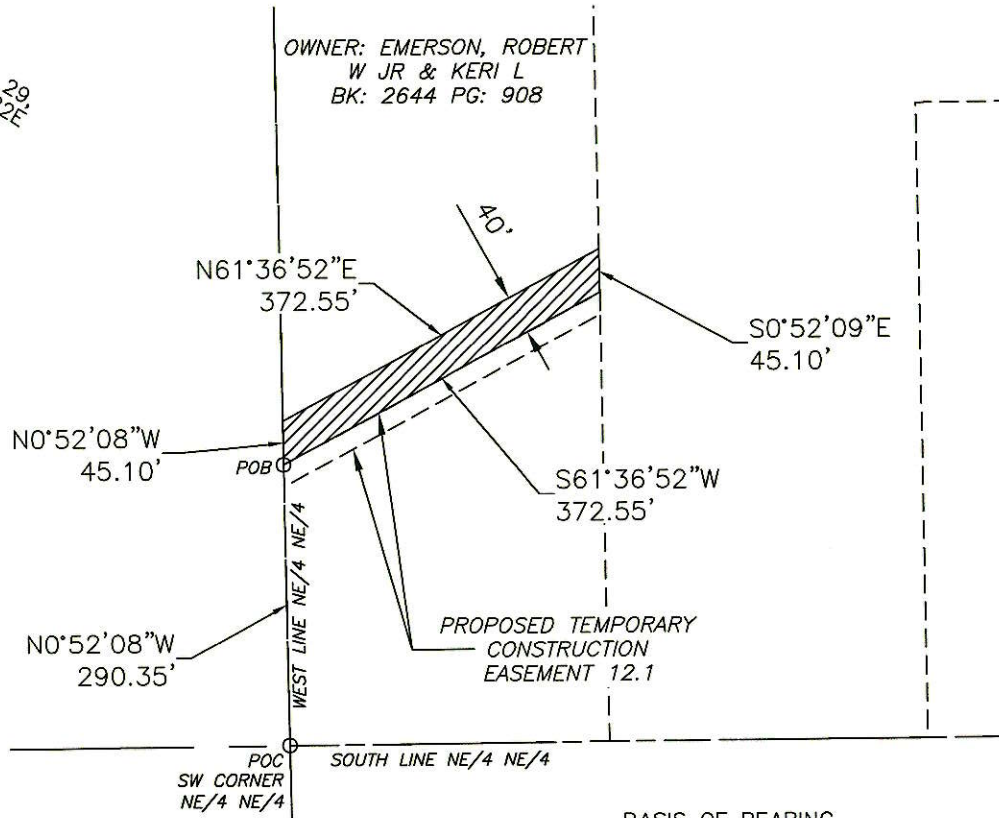
WSB  
1437 South Boulder Ave. Ste. 1550  
Tulsa, Oklahoma 74119  
Certificate of Authorization No. 1478  
Expires June 30, 2027



SCALE: 1"=150'

SECTION 29  
T20N - R2E

OWNER: EMERSON, ROBERT  
W JR & KERI L  
BK: 2644 PG: 908



BASIS OF BEARING  
OKLAHOMA STATE PLANE NORTH

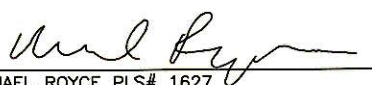
LEGAL DESCRIPTION

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COMMENCING AT THE SOUTHWEST CORNER OF THE NE/4 NE/4 OF SECTION 29, T-20-N, R-2-E; THENCE N0°52'08"W ALONG THE WEST LINE OF SAID NE/4 NE/4 A DISTANCE OF 290.35 FEET TO THE POINT OF BEGINNING; THENCE N0°52'08"W ALONG SAID WEST LINE A DISTANCE OF 45.10 FEET; THENCE N61°36'52"E A DISTANCE OF 372.55 FEET; THENCE S0°52'09"E A DISTANCE OF 45.10 FEET; THENCE S61°36'52"W A DISTANCE OF 372.55 FEET TO THE POINT OF BEGINNING; CONTAINING 0.34 ACRES OR 14,902 SQUARE FEET MORE OR LESS.

SURVEYOR'S CERTIFICATION

I, MICHAEL ROYCE, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF OKLAHOMA, DO HEREBY STATE THAT THE BELOW MAP REPRESENTS A SURVEY PERFORMED IN THE FIELD AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AS OF THIS DATE. THIS EXHIBIT MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS

  
MICHAEL ROYCE PLS# 1627  
NO. CA 1487  
EXP. 06/30/2027

07/28/25  
DATE OF SIGNATURE



## TEMPORARY CONSTRUCTION EASEMENT

### **KNOW ALL MEN BY THESE PRESENTS:**

That the undersigned certifies that **Robert W. Emerson, Jr. and Keri L. Emerson**, hereinafter called the "Grantor," owns and possesses all rights, title, and interest to the following described real property situated in Payne County, State of Oklahoma, to-wit:

A TRACT OF LAND SITUATED IN THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) OF SECTION TWENTY-NINE (29), TOWNSHIP TWENTY (20) NORTH, RANGE TWO (2) EAST I.M., PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER (NE/COR) OF SECTION TWENTY-NINE (29); THENCE SOUTH 89 DEGREES 39 MINUTES 41 SECONDS WEST ALONG THE NORTH LINE OF THE NORTHEAST QUARTER (NE/4) A DISTANCE OF 992.33 FEET TO THE NORTHEAST CORNER (NE/COR) OF THE WEST HALF (W/2) OF THE WEST HALF (W/2) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) FOR A POINT OF BEGINNING; THENCE SOUTH 00 DEGREES 09 MINUTES 33 SECONDS EAST ALONG THE EAST LINE OF THE WEST HALF (W/2) OF THE WEST HALF (W/2) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) A DISTANCE OF 1311.48 FEET TO THE SOUTHEAST CORNER (SE/COR) OF THE WEST HALF (W/2) OF THE WEST HALF (W/2) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4); THENCE NORTH 89 DEGREES 55 MINUTES 10 SECONDS WEST ALONG THE SOUTH LINE OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) A DISTANCE OF 329.81 FEET TO THE SOUTHWEST CORNER (SW/COR) OF THE WEST HALF (W/2) OF THE WEST HALF (W/2) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4); THENCE NORTH 00 DEGREES 12 MINUTES 05 SECONDS WEST ALONG THE WEST LINE OF THE WEST HALF (W/2) OF THE WEST HALF (W/2) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) A DISTANCE OF 1309.06 FEET TO THE NORTHWEST CORNER (NW/COR) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4); THENCE NORTH 89 DEGREES 39 MINUTES 41 SECONDS EAST ALONG THE NORTH LINE OF THE NORTHEAST QUARTER (NE/4) A DISTANCE OF 330.78 FEET TO THE POINT OF BEGINNING.

and further that the Grantor, its successors and assigns, in consideration of the sum of Ten Dollars (\$10.00), in hand paid and other good and valuable consideration, does hereby grant, bargain, sell, and convey unto the City of Stillwater, Oklahoma, herein-after called the "Grantee," its successors and assigns, the following described real estate:

A TRACT OF LAND IN THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER (NE/4 NE/4) OF SECTION 29, T-20-N, R-2-E, IB&M, PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE NE/4 NE/4 OF SECTION 29, T-20-N, R-2-E; THENCE N0°52'08"W ALONG THE WEST LINE OF SAID NE/4 NE/4 A DISTANCE OF 267.80 FEET TO THE POINT OF BEGINNING; THENCE N0°52'08"W ALONG SAID WEST LINE A DISTANCE OF 22.55 FEET; THENCE N61°36'52"E A DISTANCE OF 372.55 FEET; THENCE S0°52'08"E A DISTANCE OF 22.55 FEET; THENCE S61°36'52"W A DISTANCE OF 372.55 FEET TO THE POINT OF BEGINNING.

The temporary construction easements contains 7,451 square feet or 0.17 acres more or less and is subject to all recorded easements and rights of way thereof,

hereinafter called the "Subject Property,"

City of Stillwater – Stillwater Lake McMurtry Water Line Project  
Project Parcel 12.1  
Assessor Parcel 20N02E-29-1-00000-000-0008

with the right of ingress and egress for the purpose of constructing, building, repairing, expanding and replacing a water line and associated facilities, connections and appurtenances, for a period not to exceed twenty-four (24) months from the beginning of construction.

Robert W. Emerson, Jr. and Keri L. Emerson

Robert W. Emerson, Jr.

Robert W. Emerson, Jr.

Keri L. Emerson

Keri L. Emerson

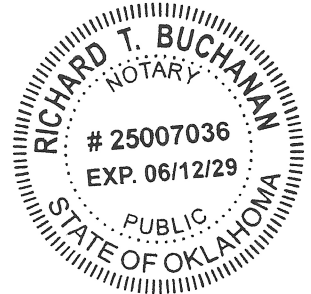
STATE OF OKLAHOMA )  
 ) ss.  
COUNTY OF PAYNE )

Before me, a Notary Public in and for said County and State on this 4 day of MAY, 2026 personally appeared, Robert W. Emerson, Jr. and Keri L. Emerson, to me known to be the identical persons who subscribed the name of the maker thereof to the foregoing instrument, and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

Richard T. Buchanan  
NOTARY PUBLIC

My Commission Expires: 6/12/29  
My Commission Number: 25007036



(SEAL)

STATE OF OKLAHOMA )  
 ) ss.  
COUNTY OF PAYNE )

NOW, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, the City Council of the City of Stillwater, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during an open meeting, does hereby approve and accept from the named Grantor this Temporary Construction Easement and directs the Mayor and Clerk of said City of Stillwater to indicate the same by their signatures and seal of the City of Stillwater, State of Oklahoma.

\_\_\_\_\_  
WILLIAM H. JOYCE, MAYOR  
CITY OF STILLWATER, OKLAHOMA

(SEAL)

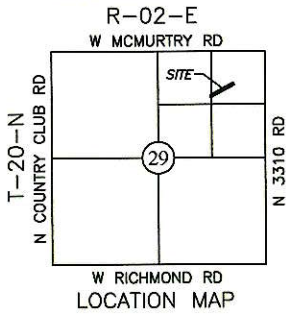
ATTEST:

\_\_\_\_\_  
TERESA KADAVY, CITY CLERK  
CITY OF STILLWATER, OKLAHOMA

Approved as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
KIMBERLY CARNLEY, CITY ATTORNEY  
CITY OF STILLWATER, OKLAHOMA

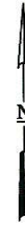
City of Stillwater – Stillwater Lake McMurtry Water Line Project  
Project Parcel 12.1  
Assessor Parcel 20N02E-29-1-00000-000-0008



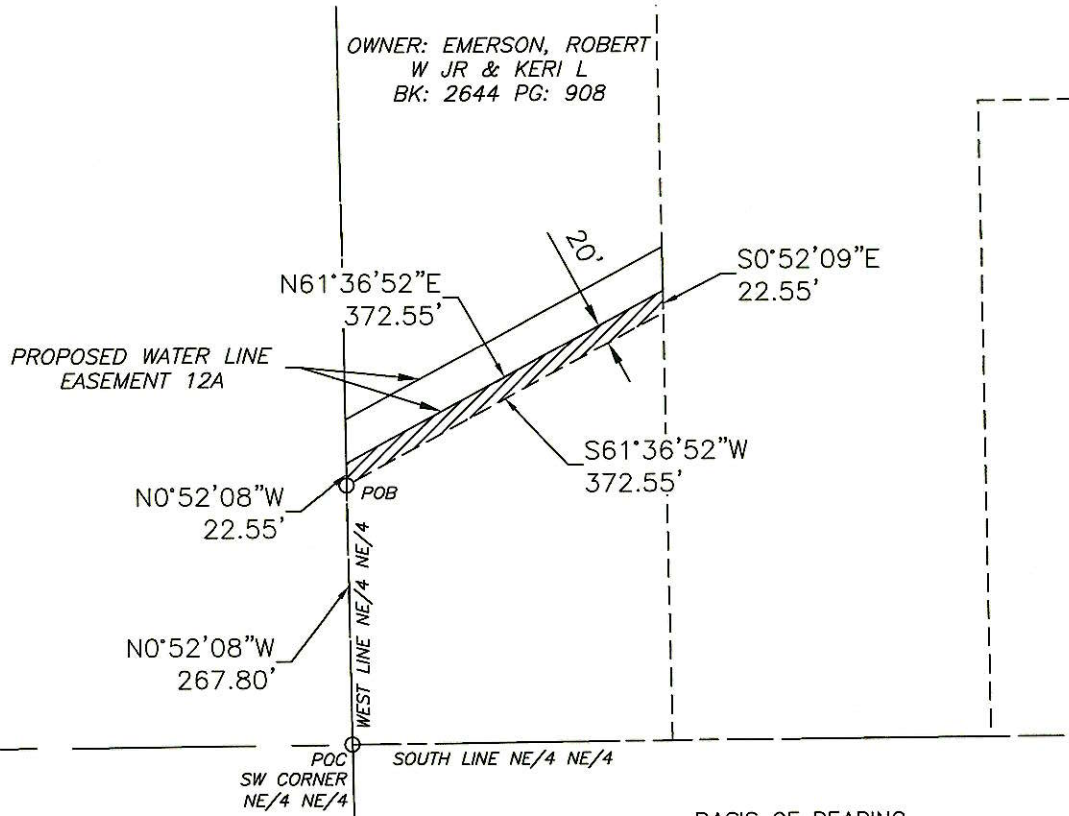
**TEMPORARY  
CONSTRUCTION  
EASEMENT EXHIBIT  
PARCEL 12.1**

**SURVEYOR**

WSB  
1437 South Boulder Ave. Ste. 1550  
Tulsa, Oklahoma 74119  
Certificate of Authorization No. 1478  
Expires June 30, 2027



SCALE: 1"=150'



BASIS OF BEARING  
OKLAHOMA STATE PLANE NORTH

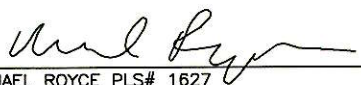
LEGAL DESCRIPTION

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SURVEYOR'S CERTIFICATION

I, MICHAEL ROYCE, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF OKLAHOMA, DO HEREBY STATE THAT THE BELOW MAP REPRESENTS A SURVEY PERFORMED IN THE FIELD AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AS OF THIS DATE. THIS EXHIBIT MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS

  
MICHAEL ROYCE PLS# 1627  
NO. CA 1487  
EXP. 06/30/2027

07/25/25  
DATE OF SIGNATURE



**WATER LINE EASEMENT**

**KNOW ALL MEN BY THESE PRESENTS:**

That the undersigned, Robert W. Emerson, Jr. and Keri L. Emerson, certifies that they own and possess all rights, title, and interest, to the following described real property situated in Payne County, State of Oklahoma, to-wit:

SEE ATTACHED EXHIBIT "A"

and further that the undersigned, in consideration of the sum of One Dollar (\$1.00), in hand paid and other good and valuable consideration, for them, their heirs, successors, executors, administrators, and assigns do hereby grant, bargain, sell, and convey unto the City of Stillwater, Oklahoma, a Municipal Corporation, its successors and assigns, an easement for the installation, operation and maintenance of a water line(s) through, over, under, and across the portions of the above-described property, together with the right of ingress and egress to and from same, for the purpose heretofore stated.

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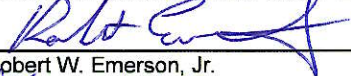
COMMENCING AT THE NORTHEAST CORNER OF THE NE/4 OF SECTION 29, T-20-N, R-2-E; THENCE S0°33'41"E ALONG THE EAST LINE OF SAID NE/4 A DISTANCE OF 659.33 FEET; THENCE S89°17'10"W A DISTANCE OF 33.00 FEET TO A POINT ON THE WEST RIGHT-OF-WAY OF NORTH 3310 ROAD BEING THE POINT OF BEGINNING; THENCE CONTINUING S89°17'10"W A DISTANCE OF 626.69 FEET; THENCE S49°10'36"W A DISTANCE OF 74.81 FEET; THENCE S61°36'51"W A DISTANCE OF 306.42 FEET; THENCE N0°52'09"W A DISTANCE OF 45.10 FEET; THENCE N61°36'51"E A DISTANCE OF 281.22 FEET; THENCE N49°10'36"E A DISTANCE OF 85.05 FEET; THENCE N89°17'10"E A DISTANCE OF 641.40 FEET; THENCE S0°33'41"E ALONG SAID RIGHT-OF-WAY A DISTANCE OF 40.00 FEET TO THE POINT OF BEGINNING.

The easement contains 40,262 square feet or 0.92 acres more or less and is subject to all recorded easements and rights of way thereof.

Except as herein granted, the grantors shall continue to have the full use and enjoyment of the properties herein granted or described for appropriate purposes. At no time shall the grantors commit a use, occupation or enjoyment thereof that might cause a hazardous condition and no building, structure or obstruction shall be located or constructed on said easement by the grantors, their successors or assigns, nor shall the grantors allow said easement to be encumbered in any way so that the City of Stillwater shall not be afforded access to said water line(s) at any and all times.

IN WITNESS WHEREOF, I have hereunto set my hand this 4 day of MAY, 2025.

Robert W. Emerson, Jr. and Keri L. Emerson

  
\_\_\_\_\_  
Robert W. Emerson, Jr.

  
\_\_\_\_\_  
Keri L. Emerson

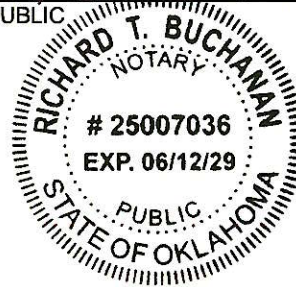
STATE OF OKLAHOMA )  
 ) ss.  
COUNTY OF PAYNE )

Before me, a Notary Public in and for said County and State on this 4 day of MAY, 2025, personally appeared, Robert W. Emerson, Jr. and Keri L. Emerson, to me known to be the identical persons who subscribed the name of the maker thereof to the foregoing instrument and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

Richard T. Buchanan  
NOTARY PUBLIC

My Commission Expires: 6/12/29  
My Commission Number: 25007036



(SEAL)

STATE OF OKLAHOMA )  
 ) ss.  
COUNTY OF PAYNE )

NOW, on this \_\_\_\_\_ day of \_\_\_\_\_, 2025, the City Council of the City of Stillwater, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered water line easement and directs the Mayor and Clerk of said City of Stillwater to indicate the same by their signatures and seal of the City of Stillwater, State of Oklahoma.

\_\_\_\_\_  
WILLIAM H. JOYCE, MAYOR  
CITY OF STILLWATER, OKLAHOMA

(SEAL)

ATTEST:

\_\_\_\_\_  
TERESA KADAVY, CITY CLERK  
CITY OF STILLWATER, OKLAHOMA

Approved as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 2025 .

\_\_\_\_\_  
KIMBERLY CARNLEY, CITY ATTORNEY  
CITY OF STILLWATER, OKLAHOMA

Project: Stillwater Lake McMurtrey

Water Line

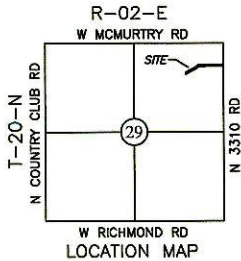
County: Payne

Parcel No.: 13

### EXHIBIT "A"

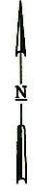
A TRACT OF LAND SITUATED IN THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) OF SECTION TWENTY-NINE (29), TOWNSHIP TWENTY (20) NORTH, RANGE TWO (2) EAST I.M., PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER (NE/COR) OF SECTION TWENTY-NINE (29); THENCE SOUTH 00 DEGREES 01 MINUTE 58 SECONDS EAST ALONG THE EAST LINE OF THE NORTHEAST QUARTER (NE/4) A DISTANCE OF 659.36 FEET TO THE SOUTHEAST CORNER (SE/COR) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4); THENCE SOUTH 89 DEGREES 52 MINUTES 14 SECONDS WEST ALONG THE SOUTH LINE OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) A DISTANCE OF 660.58 FEET TO THE SOUTHWEST CORNER (SW/COR) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4); THENCE SOUTH 00 DEGREES 07 MINUTES 01 SECOND EAST ALONG THE WEST LINE OF THE SOUTHEAST QUARTER (SE/4) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) A DISTANCE OF 656.95 FEET TO THE SOUTHWEST CORNER (SW/COR) OF THE SOUTHEAST QUARTER (SE/4) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4); THENCE NORTH 89 DEGREES 55 MINUTES 10 SECONDS WEST ALONG THE SOUTH LINE OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) A DISTANCE OF 329.81 FEET TO THE SOUTHWEST CORNER (SW/COR) OF THE EAST HALF (E/2) OF THE WEST HALF (W/2) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4); THENCE NORTH 00 DEGREES 09 MINUTES 33 SECONDS WEST ALONG THE WEST LINE OF THE EAST HALF (E/2) OF THE WEST HALF (W/2) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) A DISTANCE OF 1311.48 FEET TO THE NORTHWEST CORNER (NW/COR) OF THE EAST HALF (E/2) OF THE (W/2) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4); THENCE NORTH 89 DEGREES 39 MINUTES 41 SECONDS EAST ALONG THE NORTH LINE OF NORTHEAST QUARTER (NE/4) A DISTANCE OF 992.33 FEET TO THE POINT OF BEGINNING.

**LESS OUT;** A PART OF THE NORTHEAST QUARTER (NE/4) OF SECTION TWENTY-NINE (29), TOWNSHIP TWENTY (20) NORTH, RANGE TWO (2) EAST I.M., PAYNE COUNTY, OKLAHOMA; BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER (NE/COR) OF THE NORTHEAST QUARTER (NE/4); THENCE SOUTH 00°01'58" EAST ALONG THE EAST LINE OF THE NORTHEAST QUARTER (NE/4) (THIS LINE IS THE BASIS OF BEARING) A DISTANCE OF 283.00 FEET; THENCE SOUTH 89°39'41" WEST 286.53 FEET; THENCE NORTH 00°01'58" WEST 283.00 FEET TO THE NORTH LINE OF THE NORTHEAST QUARTER (NE/4); THENCE NORTH 89°39'41" EAST ALONG THE NORTH LINE OF THE NORTHEAST QUARTER (NE/4) A DISTANCE OF 286.53 FEET TO THE POINT OF BEGINNING.

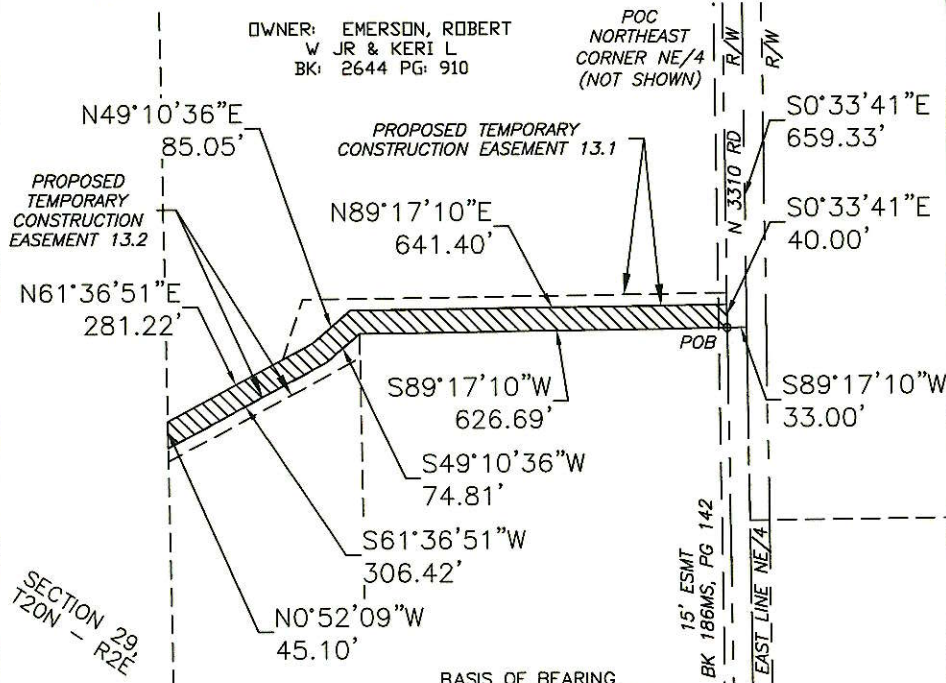


**WATER LINE  
EASEMENT EXHIBIT  
PARCEL 13A**

**SURVEYOR**  
 WSB  
 1437 South Boulder Ave. Ste. 1550  
 Tulsa, Oklahoma 74119  
 Certificate of Authorization No. 1478  
 Expires June 30, 2027



SCALE: 1"=250'



**LEGAL DESCRIPTION**

A TRACT OF LAND IN THE NORTHEAST QUARTER (NE/4) OF SECTION 29, T-20-N, R-2-E, 1B&M, PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF THE NE/4 OF SECTION 29, T-20-N, R-2-E; THENCE S0°33'41"E ALONG THE EAST LINE OF SAID NE/4 A DISTANCE OF 659.33 FEET; THENCE S89°17'10"W A DISTANCE OF 33.00 FEET TO A POINT ON THE WEST RIGHT-OF-WAY OF NORTH 3310 ROAD BEING THE POINT OF BEGINNING; THENCE CONTINUING S89°17'10"W A DISTANCE OF 626.69 FEET; THENCE S49°10'36"W A DISTANCE OF 74.81 FEET; THENCE S61°36'51"W A DISTANCE OF 306.42 FEET; THENCE N0°52'09"W A DISTANCE OF 45.10 FEET; THENCE N61°36'51"E A DISTANCE OF 281.22 FEET; THENCE N49°10'36"E A DISTANCE OF 85.05 FEET; THENCE N89°17'10"E A DISTANCE OF 641.40 FEET; THENCE S0°33'41"E ALONG SAID RIGHT-OF-WAY A DISTANCE OF 40.00 FEET TO THE POINT OF BEGINNING; CONTAINING 0.92 ACRES OR 40,262 SQUARE FEET MORE OR LESS.

**SURVEYOR'S CERTIFICATION**

I, MICHAEL ROYCE, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF OKLAHOMA, DO HEREBY STATE THAT THE BELOW MAP REPRESENTS A SURVEY PERFORMED IN THE FIELD AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AS OF THIS DATE. THIS EXHIBIT MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS

*Michael Royce*  
 MICHAEL ROYCE PLS# 1627  
 NO. CA 1487  
 EXP. 06/30/2027

12/10/25  
 DATE OF SIGNATURE



**TEMPORARY CONSTRUCTION EASEMENT**

**KNOW ALL MEN BY THESE PRESENTS:**

That the undersigned certifies that Robert W. Emerson, Jr. and Keri L. Emerson, hereinafter called the "Grantor," owns and possesses all rights, title, and interest to the following described real property situated in Payne County, State of Oklahoma, to-wit:

SEE ATTACHED EXHIBIT "A"

and further that the Grantor, its successors and assigns, in consideration of the sum of Ten Dollars (\$10.00), in hand paid and other good and valuable consideration, does hereby grant, bargain, sell, and convey unto the City of Stillwater, Oklahoma, herein-after called the "Grantee," its successors and assigns, the following described real estate:

SEE ATTACHED EXHIBIT "B"

The temporary construction easements contains 26,601 square feet or 0.61 acres more or less and is subject to all recorded easements and rights of way thereof,

hereinafter called the "Subject Property,"

with the right of ingress and egress for the purpose of constructing, building, repairing, expanding and replacing a water line and associated facilities, connections and appurtenances, for a period not to exceed twenty-four (24) months from the beginning of construction.

Robert W. Emerson, Jr. and Keri L. Emerson

Robert W. Emerson, Jr.  
Robert W. Emerson, Jr.

Keri L. Emerson  
Keri L. Emerson

STATE OF OKLAHOMA )  
PAYNE )  
COUNTY OF PAYNE ) ss.

Before me, a Notary Public in and for said County and State on this 4 day of MAY, 2026 personally appeared, Robert W. Emerson, Jr. and Keri L. Emerson, to me known to be the identical persons who subscribed the name of the maker thereof to the foregoing instrument, and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

Richard T. Buchanan  
NOTARY PUBLIC

My Commission Expires: 6/12/29  
My Commission Number: 25007036

(SEAL)

City of Stillwater – Stillwater Lake McMurtry Water Line Project  
Project Parcels 13.1, 13.2  
Assessor Parcel 20N02E-29-1-00000-000-0007



STATE OF OKLAHOMA )  
 ) ss.  
COUNTY OF PAYNE )

NOW, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, the City Council of the City of Stillwater, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during an open meeting, does hereby approve and accept from the named Grantor this Temporary Construction Easement and directs the Mayor and Clerk of said City of Stillwater to indicate the same by their signatures and seal of the City of Stillwater, State of Oklahoma.

\_\_\_\_\_  
WILLIAM H. JOYCE, MAYOR  
CITY OF STILLWATER, OKLAHOMA

(SEAL)

ATTEST:

\_\_\_\_\_  
TERESA KADAVY, CITY CLERK  
CITY OF STILLWATER, OKLAHOMA

Approved as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
KIMBERLY CARNLEY, CITY ATTORNEY  
CITY OF STILLWATER, OKLAHOMA

Project: Stillwater Lake McMurtrey

Water Line

County: Payne

Parcel No.: 13

## EXHIBIT "A"

A TRACT OF LAND SITUATED IN THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) OF SECTION TWENTY-NINE (29), TOWNSHIP TWENTY (20) NORTH, RANGE TWO (2) EAST I.M., PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER (NE/COR) OF SECTION TWENTY-NINE (29); THENCE SOUTH 00 DEGREES 01 MINUTE 58 SECONDS EAST ALONG THE EAST LINE OF THE NORTHEAST QUARTER (NE/4) A DISTANCE OF 659.36 FEET TO THE SOUTHEAST CORNER (SE/COR) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4); THENCE SOUTH 89 DEGREES 52 MINUTES 14 SECONDS WEST ALONG THE SOUTH LINE OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) A DISTANCE OF 660.58 FEET TO THE SOUTHWEST CORNER (SW/COR) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4); THENCE SOUTH 00 DEGREES 07 MINUTES 01 SECOND EAST ALONG THE WEST LINE OF THE SOUTHEAST QUARTER (SE/4) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) A DISTANCE OF 656.95 FEET TO THE SOUTHWEST CORNER (SW/COR) OF THE SOUTHEAST QUARTER (SE/4) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4); THENCE NORTH 89 DEGREES 55 MINUTES 10 SECONDS WEST ALONG THE SOUTH LINE OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) A DISTANCE OF 329.81 FEET TO THE SOUTHWEST CORNER (SW/COR) OF THE EAST HALF (E/2) OF THE WEST HALF (W/2) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4); THENCE NORTH 00 DEGREES 09 MINUTES 33 SECONDS WEST ALONG THE WEST LINE OF THE EAST HALF (E/2) OF THE WEST HALF (W/2) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4) A DISTANCE OF 1311.48 FEET TO THE NORTHWEST CORNER (NW/COR) OF THE EAST HALF (E/2) OF THE (W/2) OF THE NORTHEAST QUARTER (NE/4) OF THE NORTHEAST QUARTER (NE/4); THENCE NORTH 89 DEGREES 39 MINUTES 41 SECONDS EAST ALONG THE NORTH LINE OF NORTHEAST QUARTER (NE/4) A DISTANCE OF 992.33 FEET TO THE POINT OF BEGINNING.

**LESS OUT;** A PART OF THE NORTHEAST QUARTER (NE/4) OF SECTION TWENTY-NINE (29), TOWNSHIP TWENTY (20) NORTH, RANGE TWO (2) EAST I.M., PAYNE COUNTY, OKLAHOMA; BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER (NE/COR) OF THE NORTHEAST QUARTER (NE/4); THENCE SOUTH 00°01'58" EAST ALONG THE EAST LINE OF THE NORTHEAST QUARTER (NE/4) (THIS LINE IS THE BASIS OF BEARING) A DISTANCE OF 283.00 FEET; THENCE SOUTH 89°39'41" WEST 286.53 FEET; THENCE NORTH 00°01'58" WEST 283.00 FEET TO THE NORTH LINE OF THE NORTHEAST QUARTER (NE/4); THENCE NORTH 89°39'41" EAST ALONG THE NORTH LINE OF THE NORTHEAST QUARTER (NE/4) A DISTANCE OF 286.53 FEET TO THE POINT OF BEGINNING.

Project: Stillwater Lake McMurtrey

Water Line

County: Payne

Parcel No.: 13.1, 13.2

## EXHIBIT "B"

### **PARCEL 13.1**

A TRACT OF LAND IN THE NORTHEAST QUARTER (NE/4) OF SECTION 29, T-20-N, R-2-E, IB&M, PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF THE NE/4 OF SECTION 29, T-20-N, R-2-E; THENCE S0°33'41"E ALONG THE EAST LINE OF SAID NE/4 A DISTANCE OF 599.48 FEET; THENCE S89°17'10"W A DISTANCE OF 33.00 FEET TO A POINT ON THE WEST RIGHT-OF-WAY OF NORTH 3310 ROAD BEING THE POINT OF BEGINNING; THENCE S0°33'41"E A DISTANCE OF 20.00 FEET; THENCE S89°17'10"W A DISTANCE OF 641.40 FEET; THENCE S49°10'36"W A DISTANCE OF 85.05 FEET; THENCE S61°36'51"W A DISTANCE OF 58.09 FEET; THENCE N18°22'53"E A DISTANCE OF 107.70 FEET; THENCE N89°17'10"E A DISTANCE OF 722.72 FEET TO THE POINT OF BEGINNING; CONTAINING 0.43 ACRES OR 18,661 SQUARE FEET MORE OR LESS.

### **PARCEL 13.2**

A TRACT OF LAND IN THE NORTHEAST QUARTER (NE/4) OF SECTION 29, T-20-N, R-2-E, IB&M, PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

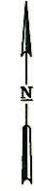
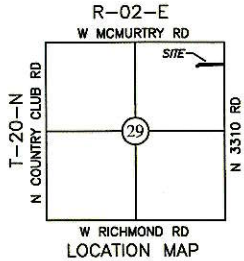
COMMENCING AT THE NORTHEAST CORNER OF THE NE/4 OF SECTION 29, T-20-N, R-2-E; THENCE S0°33'41"E ALONG THE EAST LINE OF SAID NE/4 A DISTANCE OF 659.33 FEET; THENCE S89°17'10"W A DISTANCE OF 659.69 FEET TO THE POINT OF BEGINNING; THENCE S0°52'09"W A DISTANCE OF 40.77 FEET; THENCE S61°36'51"W A DISTANCE OF 70.96 FEET; THENCE N0°52'09"W A DISTANCE OF 22.55 FEET; THENCE N61°36'51"E A DISTANCE OF 306.42 FEET; THENCE N49°10'36"E A DISTANCE OF 74.81 FEET TO THE POINT OF BEGINNING; CONTAINING 0.18 ACRES OR 7,940 SQUARE FEET MORE OR LESS.

**TEMPORARY  
CONSTRUCTION  
EASEMENT EXHIBIT  
PARCEL 13.1**

**SURVEYOR**

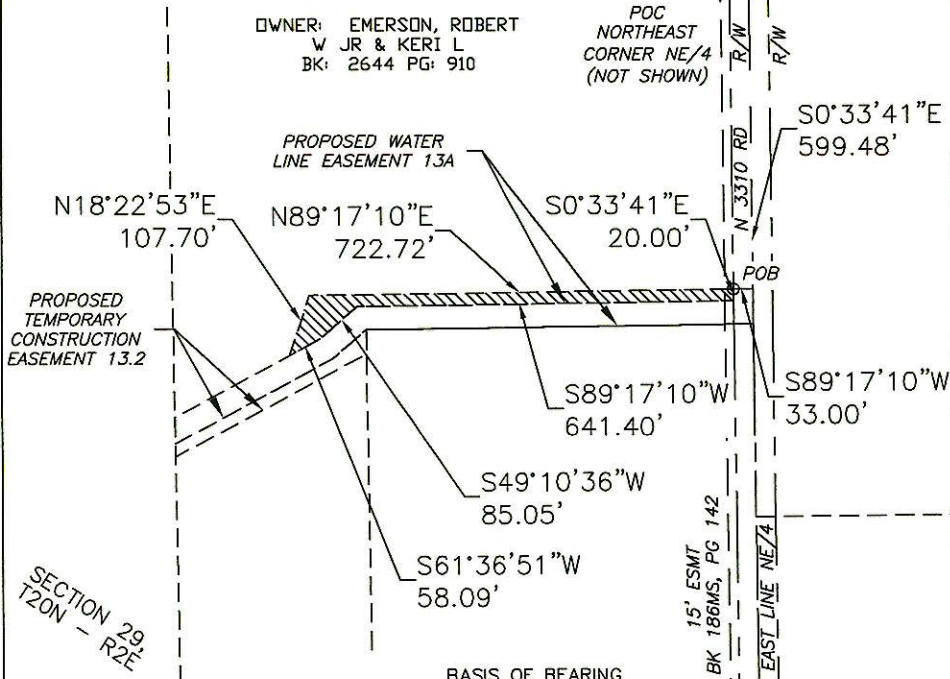
WSB  
1437 South Boulder Ave. Ste. 1550  
Tulsa, Oklahoma 74119  
Certificate of Authorization No. 1478  
Expires June 30, 2027

SCALE: 1"=250'



OWNER: EMERSON, ROBERT  
W JR & KERI L  
BK: 2644 PG: 910

POC  
NORTHEAST  
CORNER NE/4  
(NOT SHOWN)



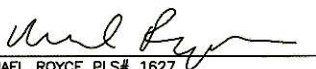
**LEGAL DESCRIPTION**

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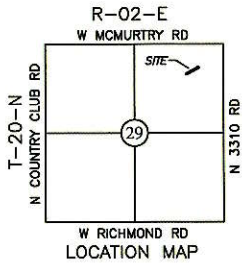
**SURVEYOR'S CERTIFICATION**

I, MICHAEL ROYCE, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF OKLAHOMA, DO HEREBY STATE THAT THE BELOW MAP REPRESENTS A SURVEY PERFORMED IN THE FIELD AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AS OF THIS DATE. THIS EXHIBIT MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS

  
MICHAEL ROYCE PLS# 1627  
NO. CA 1487  
EXP. 06/30/2027

12/10/25  
DATE OF SIGNATURE

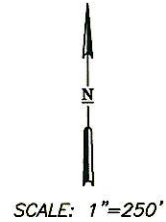




**TEMPORARY  
CONSTRUCTION  
EASEMENT EXHIBIT  
PARCEL 13.2**

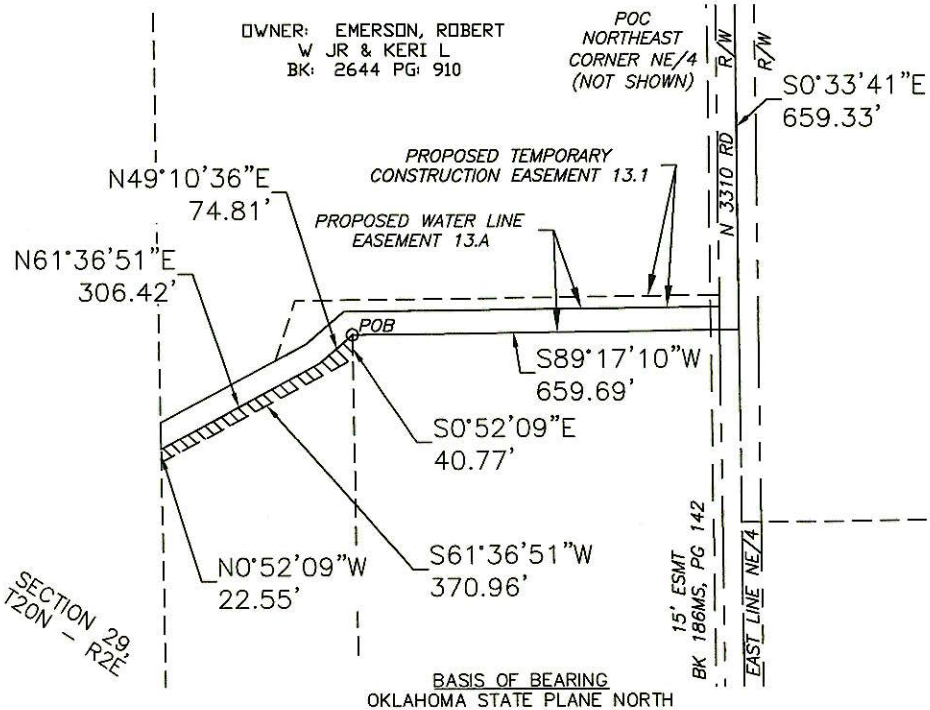
**SURVEYOR**

WSB  
1437 South Boulder Ave. Ste. 1550  
Tulsa, Oklahoma 74119  
Certificate of Authorization No. 1478  
Expires June 30, 2027



OWNER: EMERSON, ROBERT  
W JR & KERI L  
BK: 2644 PG: 910

POC  
NORTHEAST  
CORNER NE/4  
(NOT SHOWN)



SECTION 29  
T20N - R2E


**LEGAL DESCRIPTION**

A TRACT OF LAND IN THE NORTHEAST QUARTER (NE/4) OF SECTION 29, T-20-N, R-2-E, 18&M, PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF THE NE/4 OF SECTION 29, T-20-N, R-2-E; THENCE S0°33'41"E ALONG THE EAST LINE OF SAID NE/4 A DISTANCE OF 659.33 FEET; THENCE S89°17'10"W A DISTANCE OF 659.69 FEET TO THE POINT OF BEGINNING; THENCE S0°52'09"W A DISTANCE OF 40.77 FEET; THENCE S61°36'51"W A DISTANCE OF 70.96 FEET; THENCE N0°52'09"W A DISTANCE OF 22.55 FEET; THENCE N61°36'51"E A DISTANCE OF 306.42 FEET; THENCE N49°10'36"E A DISTANCE OF 74.81 FEET TO THE POINT OF BEGINNING; CONTAINING 0.18 ACRES OR 7,940 SQUARE FEET MORE OR LESS.

**SURVEYOR'S CERTIFICATION**

I, MICHAEL ROYCE, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF OKLAHOMA, DO HEREBY STATE THAT THE BELOW MAP REPRESENTS A SURVEY PERFORMED IN THE FIELD AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AS OF THIS DATE. THIS EXHIBIT MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS

  
MICHAEL ROYCE PLS# 1627  
NO. CA 1487  
EXP. 06/30/2027

12/10/25  
DATE OF SIGNATURE



## WATER LINE EASEMENT

### KNOW ALL MEN BY THESE PRESENTS:

That the undersigned, Ronald D. Welsh and Patricia J. Welsh, Co-Trustees of The Ronald and Patricia Welsh Family Trust under Trust Agr. Dated Sept. 2, 2005, certifies that they own and possess all rights, title, and interest, to the following described real property situated in Payne County, State of Oklahoma, to-wit:

THE WEST HALF (W/2) OF THE WEST HALF (W/2) OF THE SOUTHWEST QUARTER (SW/4) OF THE SOUTHEAST QUARTER (SE/4) OF SECTION TWENTY-ONE (21), TOWNSHIP TWENTY (20) NORTH, RANGE TWO (2) EAST OF THE I.M., PAYNE COUNTY, OKLAHOMA; AND

A TRACT OF LAND IN THE EAST HALF OF THE EAST HALF OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (E/2 E/2 SE/4 SW/4) OF SECTION TWENTY-ONE (21), TOWNSHIP TWENTY (20) NORTH, RANGE TWO (2) EAST OF THE I.M., PAYNE COUNTY, OKLAHOMA, MORE PARTICULARLY DESCRIBED AS BEGINNING AT THE SOUTHEAST CORNER (SE/COR) OF THE SOUTHWEST QUARTER (SW/4), THENCE NORTH 00°17'15" WEST ALONG THE EAST LINE OF SAID SW/4 A DISTANCE OF 1028.53 FEET; THENCE SOUTH 69°52'45" WEST A DISTANCE OF 80.35 FEET; THENCE SOUTH 13°43'23" WEST A DISTANCE OF 462.66 FEET; THENCE SOUTH 24°16'58" WEST A DISTANCE OF 220.92 FEET; THENCE SOUTH 00°11'56" EAST A DISTANCE OF 350.05 FEET TO A POINT ON THE SOUTH LINE OF SAID SW/4; THENCE ON A BEARING OF EAST ALONG THE SOUTH LINE OF SAID SW/4 A DISTANCE OF 280 FEET TO THE POINT OF BEGINNING.

and further that the undersigned, in consideration of the sum of One Dollar (\$1.00), in hand paid and other good and valuable consideration, for them, their heirs, successors, executors, administrators, and assigns do hereby grant, bargain, sell, and convey unto the City of Stillwater, Oklahoma, a Municipal Corporation, its successors and assigns, an easement for the installation, operation and maintenance of a water line(s) through, over, under, and across the portions of the above-described property, together with the right of ingress and egress to and from same, for the purpose heretofore stated.

A TRACT OF LAND IN THE SOUTHEAST QUARTER (SE/4) OF SECTION 21, T-20-N, R-2-E, IB&M, PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE SE/4 SECTION 21, T-20-N, R-2-E; THENCE N04°41'17"W ALONG THE WEST LINE OF SAID SE/4 A DISTANCE OF 1213.58 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING N0°41'17"W ALONG SAID WEST LINE A DISTANCE OF 40.00 FEET; THENCE N90°00'00"E A DISTANCE OF 138.40 FEET; THENCE N60°38'13"E A DISTANCE OF 106.77 FEET; THENCE N89°31'55"E A DISTANCE OF 82.78 FEET; THENCE S60°38'13"W A DISTANCE OF 189.73 FEET; THENCE N90°00'00"W A DISTANCE OF 148.40 FEET TO THE POINT OF BEGINNING.

The easement contains 11,666 square feet or 0.27 acres more or less and is subject to all recorded easements and rights of way thereof.

Except as herein granted, the grantors shall continue to have the full use and enjoyment of the properties herein granted or described for appropriate purposes. At no time shall the grantors commit a use, occupation or enjoyment thereof that might cause a hazardous condition and no building, structure or obstruction shall be located or constructed on said easement by the grantors, their successors or assigns, nor shall the grantors allow said easement to be encumbered in any way so that the City of Stillwater shall not be afforded access to said water line(s) at any and all times.

IN WITNESS WHEREOF, I have hereunto set my hand this 2 day of April, 2025.

Ronald D. Welsh and Patricia J. Welsh, Co-Trustees of The Ronald and Patricia Welsh Family Trust under Trust Agr. Dated Sept. 2, 2005

Ronald D. Welsh  
Ronald D. Welsh, Trustee

Patricia J. Welsh  
Patricia J. Welsh, Trustee

STATE OF OKLAHOMA )  
 ) ss.  
COUNTY OF PAYNE )

Before me, a Notary Public in and for said County and State on this 2 day of April, 2025, personally appeared, Ronald D. Welsh and Patricia J. Welsh, to me known to be the identical persons who subscribed the name of the maker thereof to the foregoing instrument and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

Richard T. Buchanan  
NOTARY PUBLIC

My Commission Expires: 06/12/29  
My Commission Number: 25007036



(SEAL)

STATE OF OKLAHOMA )  
 ) ss.  
COUNTY OF PAYNE )

NOW, on this \_\_\_\_\_ day of \_\_\_\_\_, 2025, the City Council of the City of Stillwater, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered water line easement and directs the Mayor and Clerk of said City of Stillwater to indicate the same by their signatures and seal of the City of Stillwater, State of Oklahoma.

\_\_\_\_\_  
WILLIAM H. JOYCE, MAYOR  
CITY OF STILLWATER, OKLAHOMA

(SEAL)

ATTEST:

\_\_\_\_\_  
TERESA KADAVY, CITY CLERK  
CITY OF STILLWATER, OKLAHOMA

Approved as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
KIMBERLY CARNLEY, CITY ATTORNEY  
CITY OF STILLWATER, OKLAHOMA



TEMPORARY CONSTRUCTION EASEMENT

**KNOW ALL MEN BY THESE PRESENTS:**

That the undersigned certifies that Ronald D. Welsh and Patricia J. Welsh, Co-Trustees of The Ronald and Patricia Welsh Family Trust under Trust Agr. Dated Sept. 2, 2005, hereinafter called the "Grantor," owns and possesses all rights, title, and interest to the following described real property situated in Payne County, State of Oklahoma, to-wit:

THE WEST HALF (W/2) OF THE WEST HALF (W/2) OF THE SOUTHWEST QUARTER (SW/4) OF THE SOUTHEAST QUARTER (SE/4) OF SECTION TWENTY-ONE (21), TOWNSHIP TWENTY (20) NORTH, RANGE TWO (2) EAST OF THE I.M., PAYNE COUNTY, OKLAHOMA;  
AND

A TRACT OF LAND IN THE EAST HALF OF THE EAST HALF OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (E/2 E/2 SE/4 SW/4) OF SECTION TWENTY-ONE (21), TOWNSHIP TWENTY (20) NORTH, RANGE TWO (2) EAST OF THE I.M., PAYNE COUNTY, OKLAHOMA, MORE PARTICULARLY DESCRIBED AS BEGINNING AT THE SOUTHEAST CORNER (SE/COR) OF THE SOUTHWEST QUARTER (SW/4), THENCE NORTH 00°17'15" WEST ALONG THE EAST LINE OF SAID SW/4 A DISTANCE OF 1028.53 FEET; THENCE SOUTH 69°52'45" WEST A DISTANCE OF 80.35 FEET; THENCE SOUTH 13°43'23" WEST A DISTANCE OF 462.66 FEET; THENCE SOUTH 24°16'58" WEST A DISTANCE OF 220.92 FEET; THENCE SOUTH 00°11'56" EAST A DISTANCE OF 350.05 FEET TO A POINT ON THE SOUTH LINE OF SAID SW/4; THENCE ON A BEARING OF EAST ALONG THE SOUTH LINE OF SAID SW/4 A DISTANCE OF 280 FEET TO THE POINT OF BEGINNING.

and further that the Grantor, its successors and assigns, in consideration of the sum of Ten Dollars (\$10.00), in hand paid and other good and valuable consideration, does hereby grant, bargain, sell, and convey unto the City of Stillwater, Oklahoma, herein-after called the "Grantee," its successors and assigns, the following described real estate:

SEE ATTACHED EXHIBIT "A"

The temporary construction easements contains 14,889 square feet or 0.34 acres more or less and is subject to all recorded easements and rights of way thereof,

hereinafter called the "Subject Property,"

with the right of ingress and egress for the purpose of constructing, building, repairing, expanding and replacing a water line and associated facilities, connections and appurtenances, for a period not to exceed twenty-four (24) months from the beginning of construction.

Ronald D. Welsh and Patricia J. Welsh, Co-Trustees  
of The Ronald and Patricia Welsh Family Trust  
under Trust Agr. Dated Sept. 2, 2005

  
Ronald D. Welsh, Trustee

  
Patricia J. Welsh, Trustee

STATE OF OKLAHOMA )  
 ) ss.  
COUNTY OF PAYNE )

Before me, a Notary Public in and for said County and State on this 2 day of APRIL, 2026 personally appeared, Ronald D. Welsh and Patricia J. Welsh, to me known to be the identical persons who subscribed the name of the maker thereof to the foregoing instrument, and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

  
\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires: 06/12/29  
My Commission Number: # 25007036



(SEAL)

STATE OF OKLAHOMA )  
 ) ss.  
COUNTY OF PAYNE )

NOW, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, the City Council of the City of Stillwater, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during an open meeting, does hereby approve and accept from the named Grantor this Temporary Construction Easement and directs the Mayor and Clerk of said City of Stillwater to indicate the same by their signatures and seal of the City of Stillwater, State of Oklahoma.

\_\_\_\_\_  
WILLIAM H. JOYCE, MAYOR  
CITY OF STILLWATER, OKLAHOMA

(SEAL)

ATTEST:

\_\_\_\_\_  
TERESA KADAVY, CITY CLERK  
CITY OF STILLWATER, OKLAHOMA

Approved as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
KIMBERLY CARNLEY, CITY ATTORNEY  
CITY OF STILLWATER, OKLAHOMA

Project: Stillwater Lake McMurtrey

Water Line

County: Payne

Parcel No.: 18.1, 18.2

## EXHIBIT "A"

### **PARCEL 18.1**

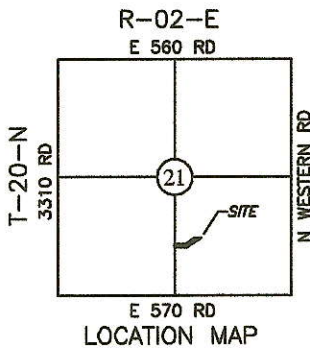
A TRACT OF LAND IN THE SOUTHEAST QUARTER (SE/4) OF SECTION 21, T-20-N, R-2-E, IB&M, PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE SE/4 SECTION 21, T-20-N, R-2-E; THENCE N04°41'17"W ALONG THE WEST LINE OF SAID SE/4 A DISTANCE OF 1193.58 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING N0°41'17"W ALONG SAID WEST LINE A DISTANCE OF 20.00 FEET; THENCE N90°00'00"E A DISTANCE OF 148.40 FEET; THENCE N60°38'13"E A DISTANCE OF 189.73 FEET; THENCE N89°31'55"E A DISTANCE OF 11.08 FEET; THENCE S0°51'27"E A DISTANCE OF 39.42 FEET; THENCE S60°38'13"W A DISTANCE OF 150.31 FEET; THENCE N90°00'00"W A DISTANCE OF 194.42 FEET TO THE POINT OF BEGINNING; CONTAINING 0.24 ACRES OR 10,450 SQUARE FEET MORE OR LESS.

### **PARCEL 18.2**

A TRACT OF LAND IN THE SOUTHEAST QUARTER (SE/4) OF SECTION 21, T-20-N, R-2-E, IB&M, PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

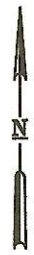
COMMENCING AT THE SOUTHWEST CORNER OF THE SE/4 SECTION 21, T-20-N, R-2-E; THENCE N04°41'17"W ALONG THE WEST LINE OF SAID SE/4 A DISTANCE OF 1253.58 FEET; THENCE CONTINUING N0°41'17"W ALONG SAID WEST LINE A DISTANCE OF 20.00 FEET; THENCE N90°00'00"E A DISTANCE OF 133.40 FEET; THENCE N60°38'13"E A DISTANCE OF 65.30 FEET; THENCE N89°31'55"E A DISTANCE OF 41.39 FEET; THENCE S60°38'13"W A DISTANCE OF 106.77 FEET; THENCE N90°00'00"W A DISTANCE OF 138.40 FEET TO THE POINT OF BEGINNING; CONTAINING 0.10 ACRES OR 4,439 SQUARE FEET MORE OR LESS.



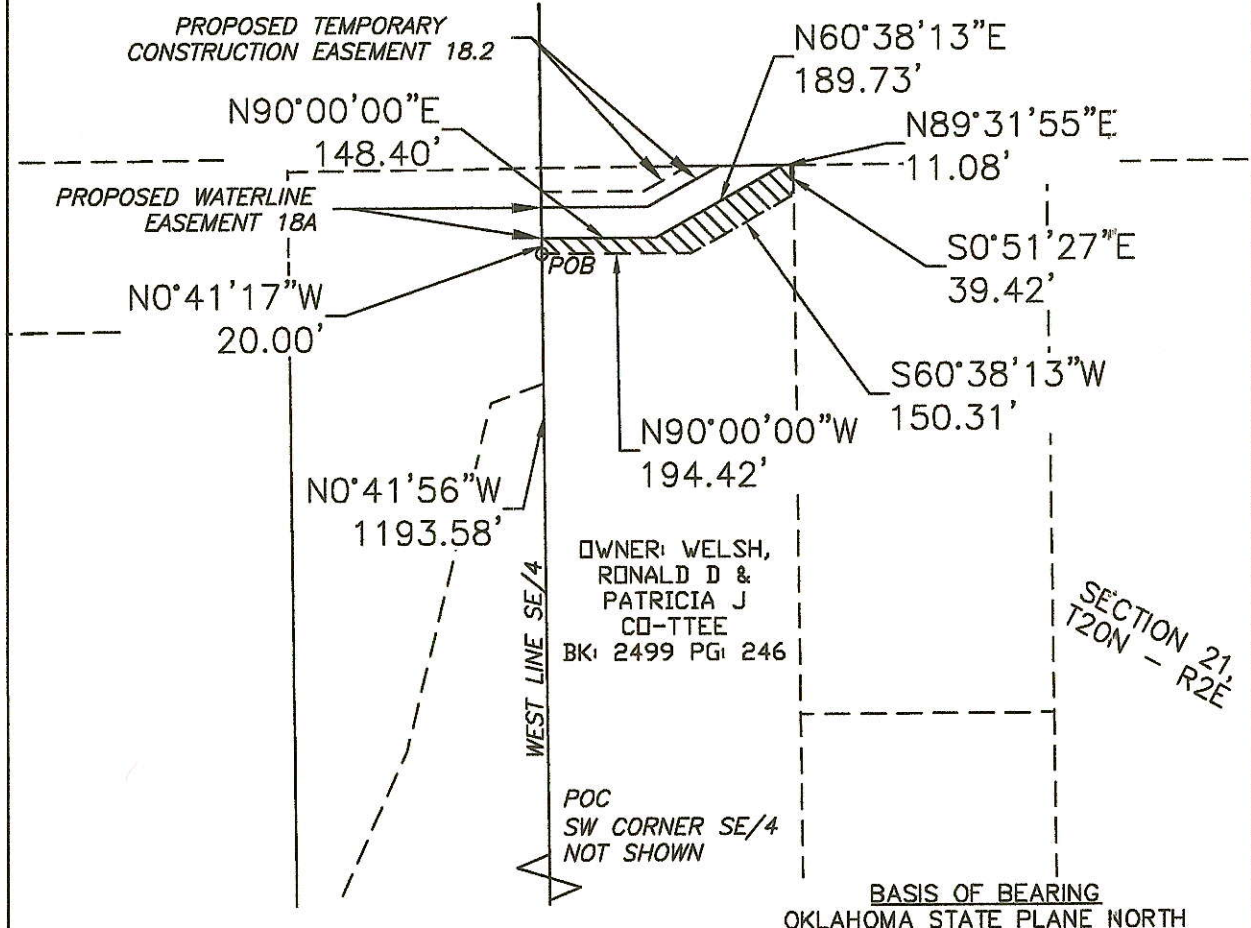
**TEMPORARY  
CONSTRUCTION  
EASEMENT EXHIBIT  
PARCEL 18.1**

**SURVEYOR**

WSB  
1437 South Boulder Ave. Ste. 1550  
Tulsa, Oklahoma 74119  
Certificate of Authorization No. 1478  
Expires June 30, 2027



SCALE: 1"=250'



**LEGAL DESCRIPTION**

A TRACT OF LAND IN THE SOUTHEAST QUARTER (SE/4) OF SECTION 21, T-20-N, R-2-E, IB&M, PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE SE/4 SECTION 21, T-20-N, R-2-E; THENCE N0°41'17"W ALONG THE WEST LINE OF SAID SE/4 A DISTANCE OF 1193.58 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING N0°41'17"W ALONG SAID WEST LINE A DISTANCE OF 20.00 FEET; THENCE N90°00'00"E A DISTANCE OF 148.40 FEET; THENCE N60°38'13"E A DISTANCE OF 189.73 FEET; THENCE N89°31'55"E A DISTANCE OF 11.08 FEET; THENCE S0°51'27"E A DISTANCE OF 39.42 FEET; THENCE S60°38'13"W A DISTANCE OF 150.31 FEET; THENCE N90°00'00"W A DISTANCE OF 194.42 FEET TO THE POINT OF BEGINNING; CONTAINING 0.24 ACRES OR 10,450 SQUARE FEET MORE OR LESS.

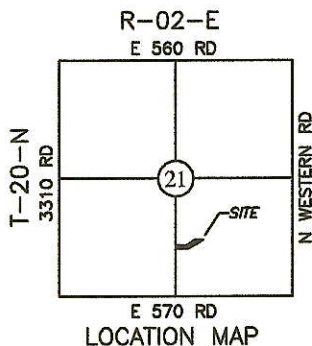
**SURVEYOR'S CERTIFICATION**

I, MICHAEL ROYCE, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF OKLAHOMA, DO HEREBY STATE THAT THE BELOW MAP REPRESENTS A SURVEY PERFORMED IN THE FIELD AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AS OF THIS DATE. THIS EXHIBIT MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS

*Michael Royce*  
MICHAEL ROYCE PLS# 1627  
NO. CA 1487  
EXP. 06/30/2027

12/16/25  
DATE OF SIGNATURE





**TEMPORARY  
CONSTRUCTION  
EASEMENT EXHIBIT  
PARCEL 18.2**

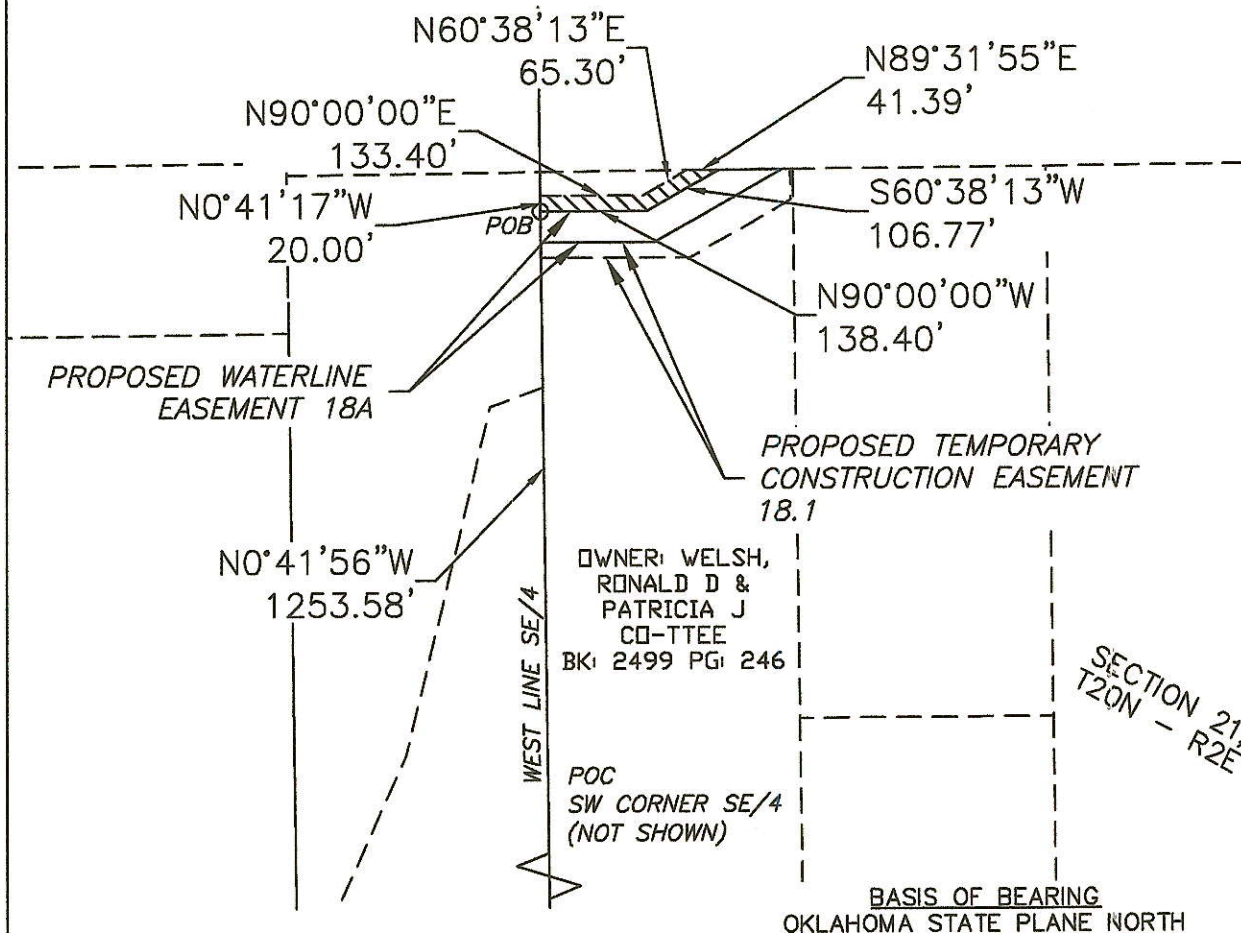
**SURVEYOR**

**WSB**

1437 South Boulder Ave, Ste. 1550  
Tulsa, Oklahoma 74119  
Certificate of Authorization No. 1478  
Expires June 30, 2027



SCALE: 1"=250'



**LEGAL DESCRIPTION**

A TRACT OF LAND IN THE SOUTHEAST QUARTER (SE/4) OF SECTION 21, T-20-N, R-2-E, 1B&M, PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE SE/4 SECTION 21, T-20-N, R-2-E; THENCE N0°41'17"W ALONG THE WEST LINE OF SAID SE/4 A DISTANCE OF 1253.58 FEET; THENCE CONTINUING N0°41'17"W ALONG SAID WEST LINE A DISTANCE OF 20.00 FEET; THENCE N90°00'00"E A DISTANCE OF 133.40 FEET; THENCE N60°38'13"E A DISTANCE OF 65.30 FEET; THENCE N89°31'55"E A DISTANCE OF 41.39 FEET; THENCE S60°38'13"W A DISTANCE OF 106.77 FEET; THENCE N90°00'00"W A DISTANCE OF 138.40 FEET TO THE POINT OF BEGINNING; CONTAINING 0.10 ACRES OR 4,439 SQUARE FEET MORE OR LESS.

**SURVEYOR'S CERTIFICATION**

I, MICHAEL ROYCE, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF OKLAHOMA, DO HEREBY STATE THAT THE BELOW MAP REPRESENTS A SURVEY PERFORMED IN THE FIELD AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AS OF THIS DATE. THIS EXHIBIT MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS

  
MICHAEL ROYCE PLS# 1627  
NO. CA 1487  
EXP. 06/30/2027

12/16/25  
DATE OF SIGNATURE



### WATER LINE EASEMENT

**KNOW ALL MEN BY THESE PRESENTS:**

That the undersigned, James D. Hooper and Elizabeth A. Hooper, Trustees of the Hooper Living Trust, dated April 4, 1996, certifies that they own and possess all rights, title, and interest to the following described real property situated in Payne County, State of Oklahoma, to-wit:

NORTHEAST QUARTER OF SECTION 22, TOWNSHIP 20 NORTH, RANGE 2 EAST OF THE I. M., LESS AND EXCEPT A TRACT OF LAND BEGINNING AT THE SOUTHEAST COMER OF SAID NORTHEAST QUARTER OF SECTION 22, THENCE NORTH 630 FEET, THENCE WEST 660 FEET, THENCE SOUTH 330 FEET, THENCE WEST 660 FEET, THENCE SOUTH 300 FEET, THENCE EAST 1320 FEET TO THE POINT OF BEGINNING, AND LESS A TRACT OF LAND DESCRIBED AS FOLLOWS: FROM THE SOUTHEAST COMER OF SAID NORTHEAST QUARTER, 660 FEET WEST AND 300 FEET NORTH, TO A POINT OF BEGINNING; THENCE, CONTINUING NORTH, 330 FEET; THENCE WEST 132 FEET; THENCE SOUTH 330 FEET; THENCE EAST 132 FEET TO THE POINT OF BEGINNING, CONTAINING 1.0 ACRE, MORE OR LESS, PAYNE COUNTY, OKLAHOMA.

and further that the undersigned, in consideration of the sum of One Dollar (\$1.00), in hand paid and other good and valuable consideration, for them, their heirs, successors, executors, administrators, and assigns do hereby grant, bargain, sell, and convey unto the City of Stillwater, Oklahoma, a Municipal Corporation, its successors and assigns, an easement for the installation, operation and maintenance of a water line(s) through, over, under, and across the portions of the above-described property, together with the right of ingress and egress to and from same, for the purpose heretofore stated.

A TRACT OF LAND IN THE NORTHEAST QUARTER (NE/4) OF SECTION 22, T-20-N, R-2-E, IB&M, PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
COMMENCING AT THE NORTHEAST CORNER OF THE NE/4 OF SECTION 22, T-20-N, R-2-E; THENCE S89°08'17"W ALONG THE NORTH LINE OF SAID NE/4 A DISTANCE OF 979.97 FEET; THENCE S0°51'43"E A DISTANCE OF 33.00 FEET TO A POINT ON THE SOUTH RIGHT-OF-WAY OF EAST 560 ROAD BEING THE POINT OF BEGINNING; THENCE S0°15'54"E A DISTANCE OF 77.22 FEET; THENCE S51°14'47"W A DISTANCE OF 2110.78 FEET TO A POINT ON THE WEST LINE OF SAID NE/4; THENCE N0°38'13"W ALONG SAID WEST LINE A DISTANCE OF 50.84 FEET; THENCE N51°14'47"E A DISTANCE OF 2060.10 FEET; THENCE N0°15'54"W A DISTANCE OF 57.50 FEET TO A POINT ON SAID SOUTH RIGHT-OF-WAY OF EAST 560 ROAD; THENCE N89°08'17"E ALONG SAID RIGHT-OF-WAY A DISTANCE OF 40.00 FEET TO THE POINT OF BEGINNING.

The easement contains 86,112 square feet or 1.98 acres more or less and is subject to all recorded easements and rights of way thereof.

Except as herein granted, the grantors shall continue to have the full use and enjoyment of the properties herein granted or described for appropriate purposes. At no time shall the grantors commit a use, occupation or enjoyment thereof that might cause a hazardous condition and no building, structure or obstruction shall be located or constructed on said easement by the grantors, their successors or assigns, nor shall the grantors allow said easement to be encumbered in any way so that the City of Stillwater shall not be afforded access to said water line(s) at any and all times.

See attached Exhibit B: Pipeline Easement Terms and Conditions

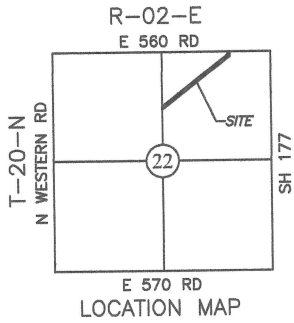


**“EXHIBIT B”**

**Pipeline Easement Terms and Conditions**

Grantee shall:

- Install temporary fencing around trench during construction.



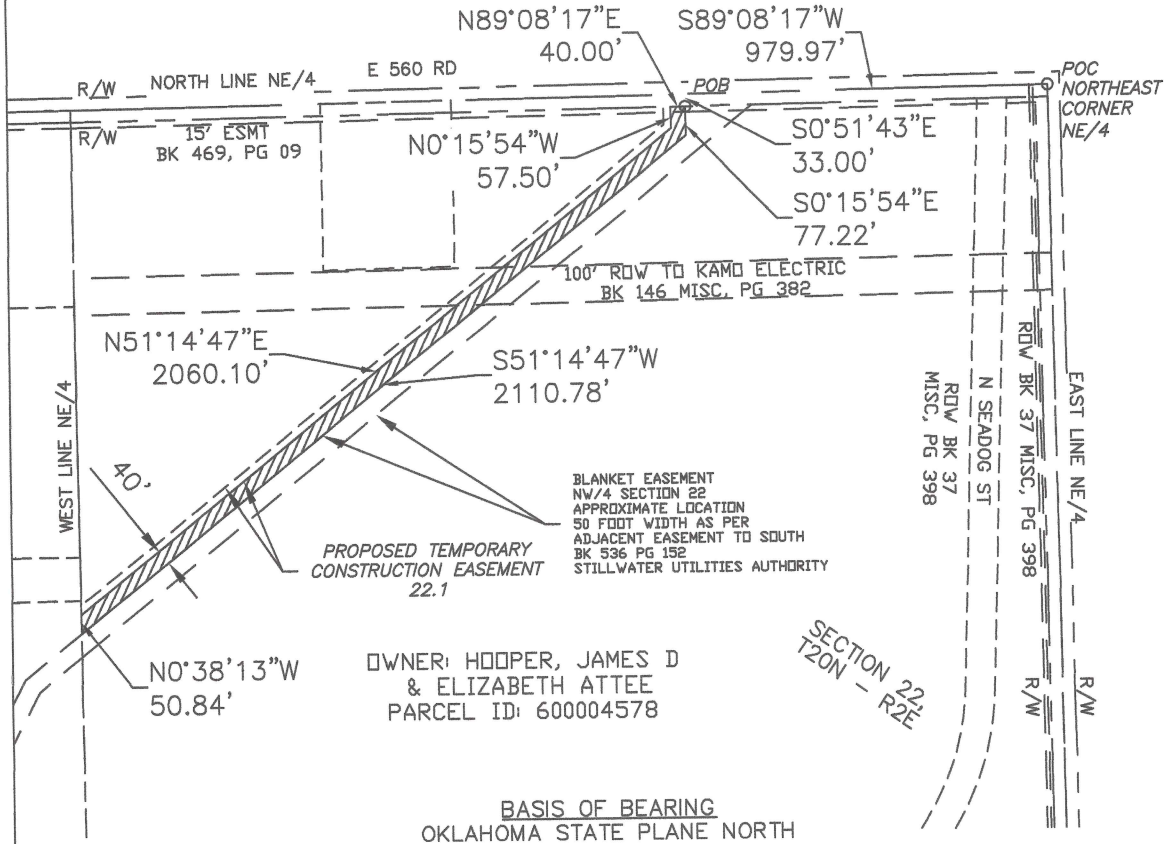
**WATER LINE EASEMENT  
EXHIBIT  
PARCEL 22A**

**SURVEYOR**

WSB  
1437 South Boulder Ave. Ste. 1550  
Tulsa, Oklahoma 74119  
Certificate of Authorization No. 1478  
Expires June 30, 2027



SCALE: 1"=400'



OWNER: HOOPER, JAMES D  
& ELIZABETH ATTEE  
PARCEL ID: 600004578

BASIS OF BEARING  
OKLAHOMA STATE PLANE NORTH


LEGAL DESCRIPTION

A TRACT OF LAND IN THE NORTHEAST QUARTER (NE/4) OF SECTION 22, T-20-N, R-2-E, IB&M, PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF THE NE/4 OF SECTION 22, T-20-N, R-2-E; THENCE S89°08'17"W ALONG THE NORTH LINE OF SAID NE/4 A DISTANCE OF 979.97 FEET; THENCE S0°51'43"E A DISTANCE OF 33.00 FEET TO A POINT ON THE SOUTH RIGHT-OF-WAY OF EAST 560 ROAD BEING THE POINT OF BEGINNING; THENCE S0°15'54"E A DISTANCE OF 77.22 FEET; THENCE S51°14'47"W A DISTANCE OF 2110.78 FEET TO A POINT ON THE WEST LINE OF SAID NE/4; THENCE N0°38'13"W ALONG SAID WEST LINE A DISTANCE OF 50.84 FEET; THENCE N51°14'47"E A DISTANCE OF 2060.10 FEET; THENCE N0°15'54"W A DISTANCE OF 57.50 FEET TO A POINT ON SAID SOUTH RIGHT-OF-WAY OF EAST 560 ROAD; THENCE N89°08'17"E ALONG SAID RIGHT-OF-WAY A DISTANCE OF 40.00 FEET TO THE POINT OF BEGINNING; CONTAINING 1.98 ACRES OR 86,112 SQUARE FEET MORE OR LESS.

SURVEYOR'S CERTIFICATION

I, MICHAEL ROYCE, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF OKLAHOMA, DO HEREBY STATE THAT THE BELOW MAP REPRESENTS A SURVEY PERFORMED IN THE FIELD AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AS OF THIS DATE. THIS EXHIBIT MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS

  
MICHAEL ROYCE PLS# 1627  
NO. CA 1487  
EXP. 06/30/2027

07/30/25  
DATE OF SIGNATURE



TEMPORARY CONSTRUCTION EASEMENT

**KNOW ALL MEN BY THESE PRESENTS:**

That the undersigned certifies that James D. Hooper and Elizabeth A. Hooper, Trustees of the Hooper Living Trust, dated April 4, 1996, hereinafter called the "Grantor," owns and possesses all rights, title, and interest to the following described real property situated in Noble County, State of Oklahoma, to-wit:

NORTHEAST QUARTER OF SECTION 22, TOWNSHIP 20 NORTH, RANGE 2 EAST OF THE I. M., LESS AND EXCEPT A TRACT OF LAND BEGINNING AT THE SOUTHEAST COMER OF SAID NORTHEAST QUARTER OF SECTION 22, THENCE NORTH 630 FEET, THENCE WEST 660 FEET, THENCE SOUTH 330 FEET, THENCE WEST 660 FEET, THENCE SOUTH 300 FEET, THENCE EAST 1320 FEET TO THE POINT OF BEGINNING, AND LESS A TRACT OF LAND DESCRIBED AS FOLLOWS:

FROM THE SOUTHEAST COMER OF SAID NORTHEAST QUARTER, 660 FEET WEST AND 300 FEET NORTH, TO A POINT OF BEGINNING; THENCE, CONTINUING NORTH, 330 FEET; THENCE WEST 132 FEET; THENCE SOUTH 330 FEET; THENCE EAST 132 FEET TO THE POINT OF BEGINNING, CONTAINING 1.0 ACRE, MORE OR LESS, PAYNE COUNTY, OKLAHOMA.

and further that the Grantor, its successors and assigns, in consideration of the sum of Ten Dollars (\$10.00), in hand paid and other good and valuable consideration, does hereby grant, bargain, sell, and convey unto the City of Stillwater, Oklahoma, herein-after called the "Grantee," its successors and assigns, the following described real estate:

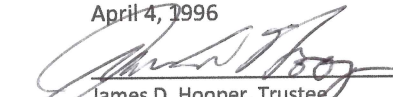
A TRACT OF LAND IN THE NORTHEAST QUARTER (NE/4) OF SECTION 22, T-20-N, R-2-E, IB&M, PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

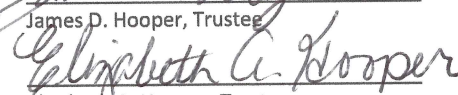
COMMENCING AT THE NORTHEAST CORNER OF THE NE/4 OF SECTION 22, T-20-N, R-2-E; THENCE S89°08'17"W ALONG THE NORTH LINE OF SAID NE/4 A DISTANCE OF 1019.97 FEET; THENCE S0°51'43"E A DISTANCE OF 33.00 FEET TO A POINT ON THE SOUTH RIGHT-OF-WAY OF EAST 560 ROAD BEING THE POINT OF BEGINNING; THENCE S0°15'54"E A DISTANCE OF 57.50 FEET; THENCE S51°14'47"W A DISTANCE OF 2060.10 FEET TO A POINT ON THE WEST LINE OF SAID NE/ 4; THENCE N0°38'13"W ALONG SAID WEST LINE A DISTANCE OF 25.42 FEET; THENCE N51°14'47"E A DISTANCE OF 2034.76 FEET; THENCE N0°15'52"W A DISTANCE OF 47.64 FEET TO A POINT ON SAID SOUTH RIGHT-OF-WAY OF EAST 560 ROAD; THENCE N89°08'17"E ALONG SAID RIGHT-OF-WAY A DISTANCE OF 20.00 FEET TO THE POINT OF BEGINNING.

The temporary construction easement contains 42,000 square feet or 0.96 acres more or less and is subject to all recorded easements and rights of way thereof.

hereinafter called the "Subject Property," with the right of ingress and egress for the purpose of constructing, building, repairing, expanding and replacing a water line and associated facilities, connections and appurtenances, for a period not to exceed twenty-four (24) months from the beginning of construction.

James D. Hooper and Elizabeth A. Hooper,  
Trustees of the Hooper Living Trust, dated  
April 4, 1996

  
James D. Hooper, Trustee

  
Elizabeth A. Hooper, Trustee

STATE OF OKLAHOMA )  
 ) ss.  
COUNTY OF OKLAHOMA )

Before me, a Notary Public in and for said County and State on this 6 day of MAY, 2026 personally appeared, James D. Hooper and Elizabeth A. Hooper, to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its Trustees, and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

Richard T. Buchanan  
NOTARY PUBLIC

My Commission Expires: 6/12/29  
My Commission Number: 25007036



(SEAL)

STATE OF OKLAHOMA )  
 ) ss.  
COUNTY OF PAYNE )

NOW, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, the City Council of the City of Stillwater, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during an open meeting, does hereby approve and accept from the named Grantor this Temporary Construction Easement and directs the Mayor and Clerk of said City of Stillwater to indicate the same by their signatures and seal of the City of Stillwater, State of Oklahoma.

\_\_\_\_\_  
WILLIAM H. JOYCE, MAYOR  
CITY OF STILLWATER, OKLAHOMA

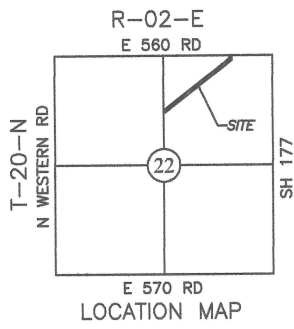
(SEAL)

ATTEST:

\_\_\_\_\_  
TERESA KADAVY, CITY CLERK  
CITY OF STILLWATER, OKLAHOMA

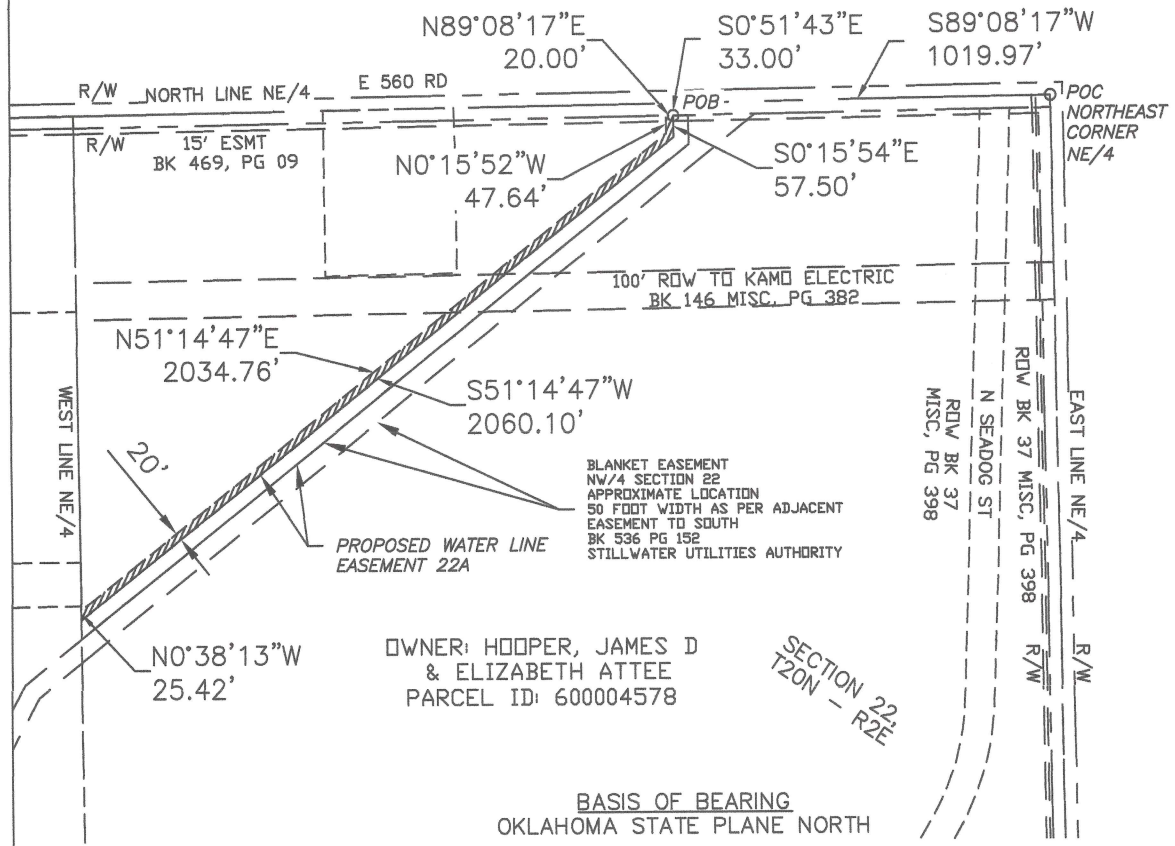
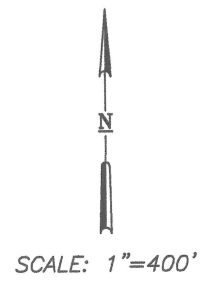
Approved as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
KIMBERLY CARNLEY, CITY ATTORNEY  
CITY OF STILLWATER, OKLAHOMA



**TEMPORARY  
CONSTRUCTION  
EASEMENT EXHIBIT  
PARCEL 22.1  
SURVEYOR**

WSB  
1437 South Boulder Ave. Ste. 1550  
Tulsa, Oklahoma 74119  
Certificate of Authorization No. 1478  
Expires June 30, 2027



**LEGAL DESCRIPTION**

A TRACT OF LAND IN THE NORTHEAST QUARTER (NE/4) OF SECTION 22, T-20-N, R-2-E, IB&M, PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF THE NE/4 OF SECTION 22, T-20-N, R-2-E; THENCE S89°08'17"W ALONG THE NORTH LINE OF SAID NE/4 A DISTANCE OF 1019.97 FEET; THENCE S0°51'43"E A DISTANCE OF 33.00 FEET TO A POINT ON THE SOUTH RIGHT-OF-WAY OF EAST 560 ROAD BEING THE POINT OF BEGINNING; THENCE S0°15'54"E A DISTANCE OF 57.50 FEET; THENCE S51°14'47"W A DISTANCE OF 2060.10 FEET TO A POINT ON THE WEST LINE OF SAID NE/4; THENCE N0°38'13"W ALONG SAID WEST LINE A DISTANCE OF 25.42 FEET; THENCE N51°14'47"E A DISTANCE OF 2034.76 FEET; THENCE N0°15'52"W A DISTANCE OF 47.64 FEET TO A POINT ON SAID SOUTH RIGHT-OF-WAY OF EAST 560 ROAD; THENCE N89°08'17"E ALONG SAID RIGHT-OF-WAY A DISTANCE OF 20.00 FEET TO THE POINT OF BEGINNING; CONTAINING 0.96 ACRES OR 42,000 SQUARE FEET MORE OR LESS.

**SURVEYOR'S CERTIFICATION**

I, MICHAEL ROYCE, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF OKLAHOMA, DO HEREBY STATE THAT THE BELOW MAP REPRESENTS A SURVEY PERFORMED IN THE FIELD AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AS OF THIS DATE. THIS EXHIBIT MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS

*Michael Royce*  
MICHAEL ROYCE PLS# 1627  
NO. CA 1487  
EXP. 06/30/2027

07/30/25  
DATE OF SIGNATURE



WATER LINE EASEMENT

**KNOW ALL MEN BY THESE PRESENTS:**

That the undersigned, Billy R. Clay, certifies that they own and possess all rights, title, and interest, to the following described real property situated in Payne County, State of Oklahoma, to-wit:

A TRACT OF LAND IN THE SE/4, SW/4, SECTION 21, TOWNSHIP 20 NORTH, RANGE 2 EAST OF THE INDIAN MERIDIAN, PAYNE COUNTY, OKLAHOMA, MORE PARTICULARLY DESCRIBED AS COMMENCING AT THE NW CORNER OF SAID SE/4 OF THE SW/4, BEING A POINT ON THE SOUTH LINE OF LOT 14, OAKWOOD ADDITION, A PART OF THE N/2 OF SW/4, OF SECTION 21, THENCE SOUTH 89°51'00" EAST ALONG THE NORTH LINE OF THE SE/4, SW/4, AND BEING THE SOUTH LINE OF LOTS 14 & 13 OF OAKWOOD A DISTANCE OF 510.93 FEET TO THE TRUE POINT OF BEGINNING, POINT BEING THE SW CORNER OF LOT 12 OF OAKWOOD, THENCE SOUTH 89°51'00" ALONG THE NORTH LINE SE/4, SW/4, BEING THE SOUTH LINE OF LOT 12 AND PART OF LOT 11 A DISTANCE OF 474.85 FEET. THENCE SOUTH 00°03'30" EAST ALONG THE WEST LINE OF E/2 OF E/2, SE/4, SW/4, A DISTANCE OF 220 FEET, THENCE NORTH 89°51'00" WEST PARALLEL TO SAID NORTH LINE OF SE/4, SW/4, A DISTANCE OF 475.32 FEET, THENCE NORTH 00°03'54" EAST PARALLEL TO THE WEST LINE OF SE/4, SW/4, 220 FEET TO POINT OF BEGINNING.

and further that the undersigned, in consideration of the sum of One Dollar (\$1.00), in hand paid and other good and valuable consideration, for them, their heirs, successors, executors, administrators, and assigns do hereby grant, bargain, sell, and convey unto the City of Stillwater, Oklahoma, a Municipal Corporation, its successors and assigns, an easement for the installation, operation and maintenance of a water line(s) through, over, under, and across the portions of the above-described property, together with the right of ingress and egress to and from same, for the purpose heretofore stated.

A TRACT OF LAND IN THE SOUTHWEST QUARTER (SW/4) OF SECTION 21, T-20-N, R-2-E, IB&M, PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF THE SW/4 SECTION 21, T-20-N, R-2-E; THENCE S89°25'36"W ALONG THE SOUTH LINE OF SAID SW/4 A DISTANCE OF 329.54 FEET; THENCE N0°41'56"W A DISTANCE OF 1167.32 FEET TO THE POINT OF BEGINNING; THENCE S37°50'25"W A DISTANCE OF 85.92 FEET; THENCE S89°25'35"W A DISTANCE OF 51.05 FEET; THENCE N37°50'25"E A DISTANCE OF 167.86 FEET; THENCE S0°41'56"E A DISTANCE OF 64.20 FEET TO THE POINT OF BEGINNING.

The easement contains 5,076 square feet or 0.12 acres more or less and is subject to all recorded easements and rights of way thereof.

Except as herein granted, the grantors shall continue to have the full use and enjoyment of the properties herein granted or described for appropriate purposes. At no time shall the grantors commit a use, occupation or enjoyment thereof that might cause a hazardous condition and no building, structure or obstruction shall be located or constructed on said easement by the grantors, their successors or assigns, nor shall the grantors allow said easement to be encumbered in any way so that the City of Stillwater shall not be afforded access to said water line(s) at any and all times.

IN WITNESS WHEREOF, I have hereunto set my hand this 4 day of April, 2026.

Billy R. Clay

  
Billy R. Clay

STATE OF OKLAHOMA )  
 ) ss.  
COUNTY OF PAYNE )

Before me, a Notary Public in and for said County and State on this 3 day of APRIL, 2026, personally appeared, Billy R. Clay, to me known to be the identical persons who subscribed the name of the maker thereof to the foregoing instrument and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.



NOTARY PUBLIC

My Commission Expires:

My Commission Number:

6/12/29  
#25007036



(SEAL)

STATE OF OKLAHOMA )  
 ) ss.  
COUNTY OF PAYNE )

NOW, on this \_\_\_\_\_ day of \_\_\_\_\_, 2026, the City Council of the City of Stillwater, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered water line easement and directs the Mayor and Clerk of said City of Stillwater to indicate the same by their signatures and seal of the City of Stillwater, State of Oklahoma.

\_\_\_\_\_  
WILLIAM H. JOYCE, MAYOR  
CITY OF STILLWATER, OKLAHOMA

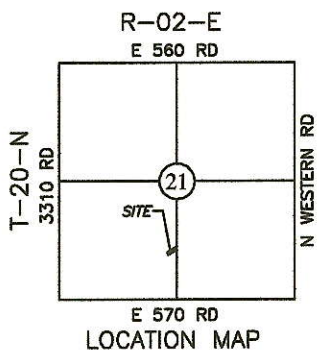
(SEAL)

ATTEST:

\_\_\_\_\_  
TERESA KADAVY, CITY CLERK  
CITY OF STILLWATER, OKLAHOMA

Approved as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 2026 .

\_\_\_\_\_  
KIMBERLY CARNLEY, CITY ATTORNEY  
CITY OF STILLWATER, OKLAHOMA

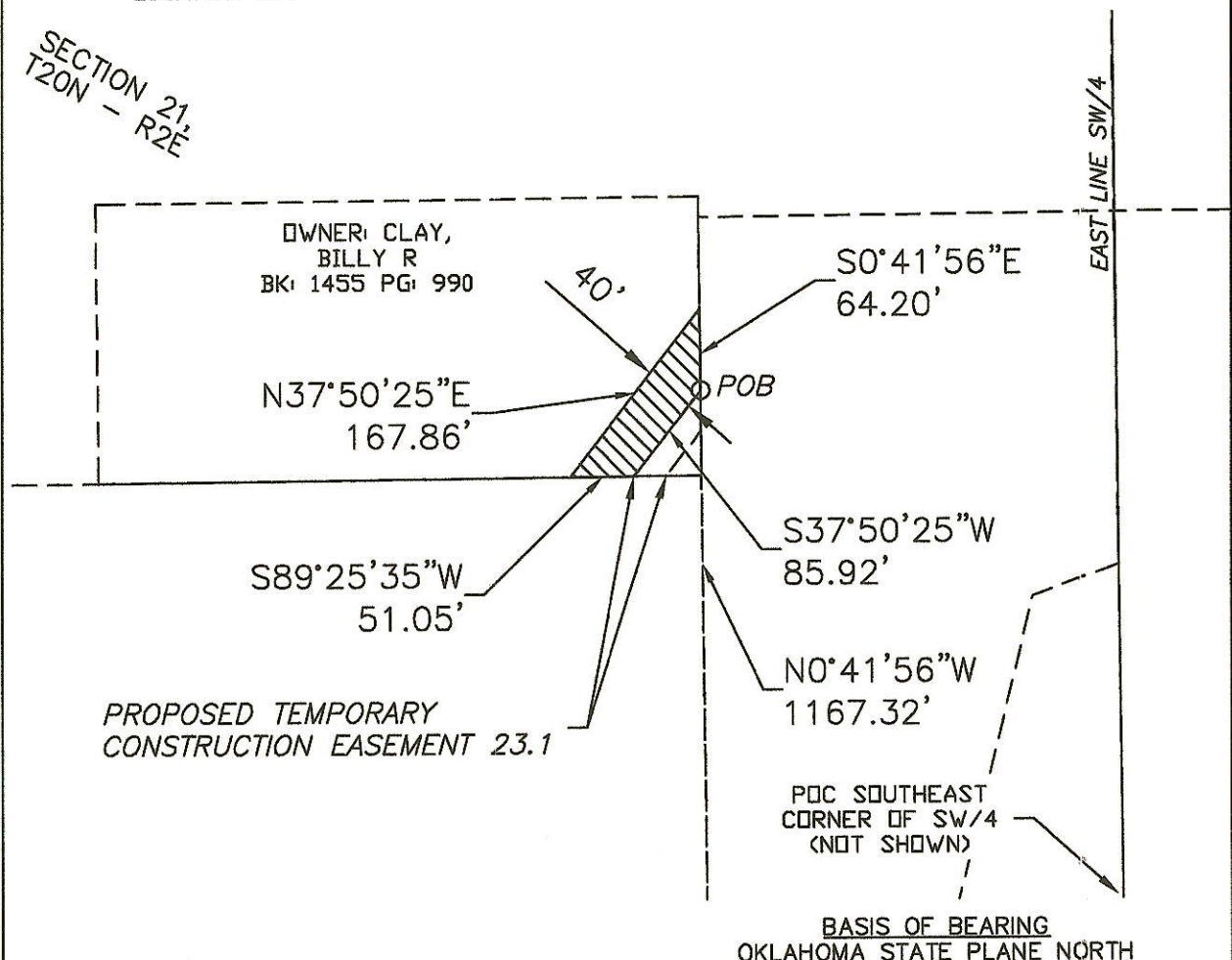


**WATER LINE EASEMENT  
EXHIBIT  
PARCEL 23A**

**SURVEYOR**  
WSB  
1437 South Boulder Ave. Ste. 1550  
Tulsa, Oklahoma 74119  
Certificate of Authorization No. 1478  
Expires June 30, 2027



SECTION 21,  
T20N - R2E



**LEGAL DESCRIPTION**

A TRACT OF LAND IN THE SOUTHWEST QUARTER (SW/4) OF SECTION 21, T-20-N, R-2-E, 1B&M, PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

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**SURVEYOR'S CERTIFICATION**

I, MICHAEL ROYCE, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF OKLAHOMA, DO HEREBY STATE THAT THE BELOW MAP REPRESENTS A SURVEY PERFORMED IN THE FIELD AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AS OF THIS DATE. THIS EXHIBIT MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS

*Michael Royce*  
MICHAEL ROYCE PLS# 1627  
NO. CA 1487  
EXP. 06/30/2027

12/08/25  
DATE OF SIGNATURE



**TEMPORARY CONSTRUCTION EASEMENT**

**KNOW ALL MEN BY THESE PRESENTS:**

That the undersigned certifies that Billy R. Clay, hereinafter called the "Grantor," owns and possesses all rights, title, and interest to the following described real property situated in Payne County, State of Oklahoma, to-wit:

A TRACT OF LAND IN THE SE/4, SW/4, SECTION 21, TOWNSHIP 20 NORTH, RANGE 2 EAST OF THE INDIAN MERIDIAN, PAYNE COUNTY, OKLAHOMA, MORE PARTICULARLY DESCRIBED AS COMMENCING AT THE NW CORNER OF SAID SE/4 OF THE SW/4, BEING A POINT ON THE SOUTH LINE OF LOT 14, OAKWOOD ADDITION, A PART OF THE N/2 OF SW/4, OF SECTION 21, THENCE SOUTH 89°51'00" EAST ALONG THE NORTH LINE OF THE SE/4, SW/4, AND BEING THE SOUTH LINE OF LOTS 14 & 13 OF OAKWOOD A DISTANCE OF 510.93 FEET TO THE TRUE POINT OF BEGINNING, POINT BEING THE SW CORNER OF LOT 12 OF OAKWOOD, THENCE SOUTH 89°51'00" ALONG THE NORTH LINE SE/4, SW/4. BEING THE SOUTH LINE OF LOT 12 AND PART OF LOT 11 A DISTANCE OF 474.85 FEET. THENCE SOUTH 00°03'30" EAST ALONG THE WEST LINE OF E/2 OF E/2, SE/4, SW/4, A DISTANCE OF 220 FEET, THENCE NORTH 89°51'00" WEST PARALLEL TO SAID NORTH LINE OF SE/4, SW/4, A DISTANCE OF 475.32 FEET, THENCE NORTH 00°03'54" EAST PARALLEL TO THE WEST LINE OF SE/4, SW/4, 220 FEET TO POINT OF BEGINNING.

and further that the Grantor, its successors and assigns, in consideration of the sum of Ten Dollars (\$10.00), in hand paid and other good and valuable consideration, does hereby grant, bargain, sell, and convey unto the City of Stillwater, Oklahoma, herein-after called the "Grantee," its successors and assigns, the following described real estate:

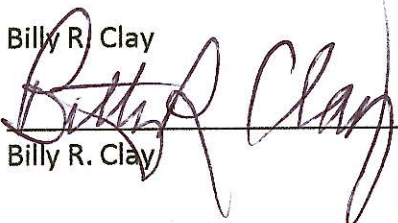
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The temporary construction easements contains 1,309 square feet or 0.03 acres more or less and is subject to all recorded easements and rights of way thereof,

hereinafter called the "Subject Property,"

with the right of ingress and egress for the purpose of constructing, building, repairing, expanding and replacing a water line and associated facilities, connections and appurtenances, for a period not to exceed twenty-four (24) months from the beginning of construction.

Billy R. Clay  
  
Billy R. Clay

STATE OF OKLAHOMA )  
 ) ss.  
COUNTY OF PAYNE )

Before me, a Notary Public in and for said County and State on this 3 day of APRIL, 2026 personally appeared, Billy R. Clay, to me known to be the identical persons who subscribed the name of the maker thereof to the foregoing instrument, and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

Richard T. Buchanan  
NOTARY PUBLIC

My Commission Expires: 6/12/29  
My Commission Number:  
# 25007036

(SEAL)



STATE OF OKLAHOMA )  
 ) ss.  
COUNTY OF PAYNE )

NOW, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, the City Council of the City of Stillwater, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during an open meeting, does hereby approve and accept from the named Grantor this Temporary Construction Easement and directs the Mayor and Clerk of said City of Stillwater to indicate the same by their signatures and seal of the City of Stillwater, State of Oklahoma.

\_\_\_\_\_  
WILLIAM H. JOYCE, MAYOR  
CITY OF STILLWATER, OKLAHOMA

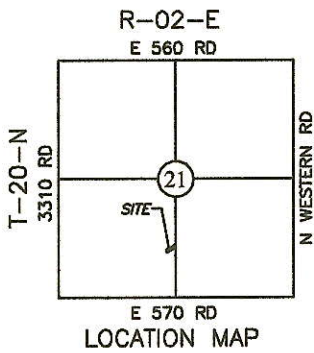
(SEAL)

ATTEST:

\_\_\_\_\_  
TERESA KADAVY, CITY CLERK  
CITY OF STILLWATER, OKLAHOMA

Approved as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
KIMBERLY CARNLEY, CITY ATTORNEY  
CITY OF STILLWATER, OKLAHOMA



**TEMPORARY  
CONSTRUCTION  
EASEMENT EXHIBIT  
PARCEL 23.1**

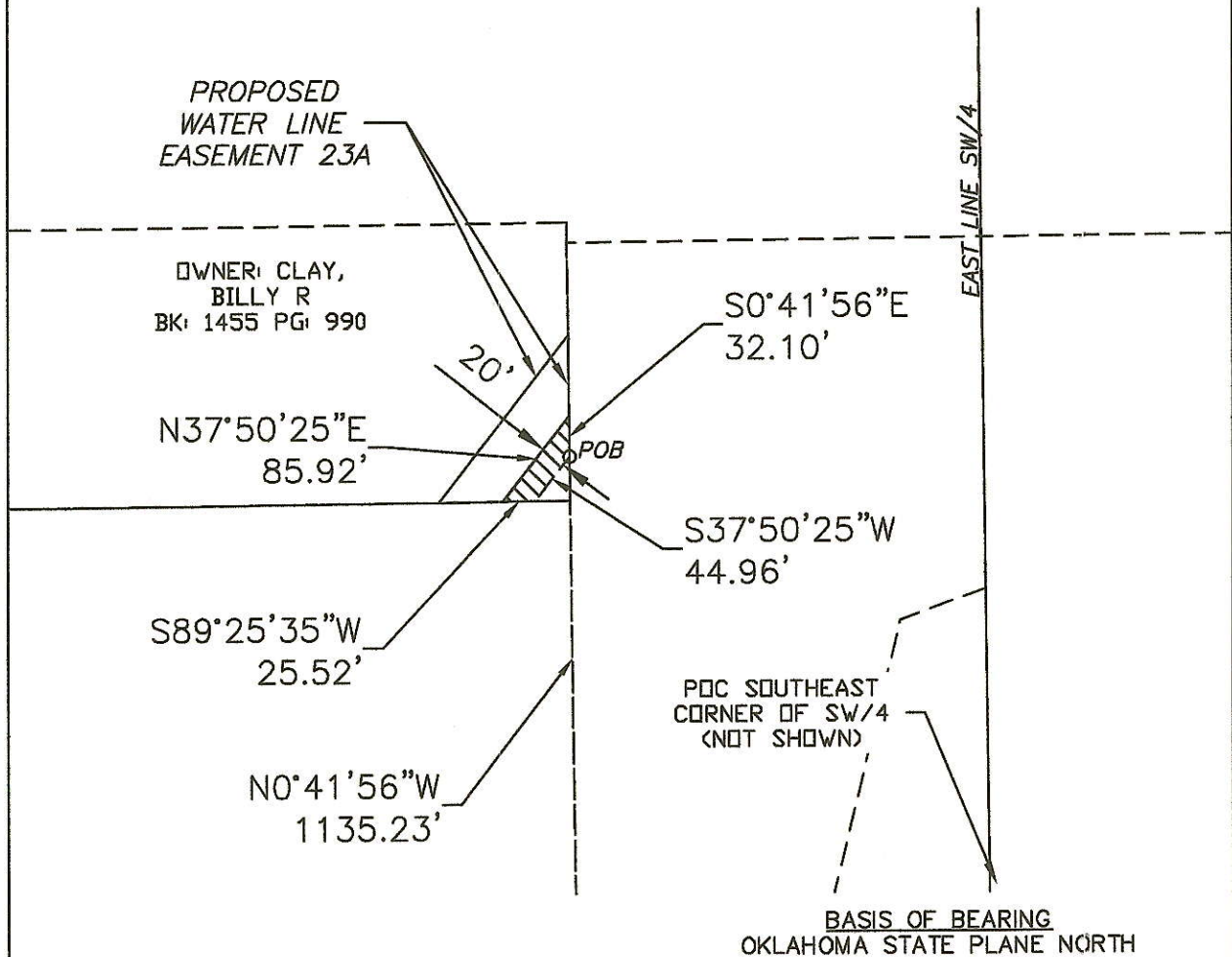
**SURVEYOR**

**WSB**

1437 South Boulder Ave. Ste. 1550  
Tulsa, Oklahoma 74119  
Certificate of Authorization No. 1478  
Expires June 30, 2027



SCALE: 1"=150'



**LEGAL DESCRIPTION**

A TRACT OF LAND IN THE SOUTHWEST QUARTER (SW/4) OF SECTION 21, T-20-N, R-2-E, IB&M, PAYNE COUNTY, OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

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**SURVEYOR'S CERTIFICATION**

I, MICHAEL ROYCE, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF OKLAHOMA, DO HEREBY STATE THAT THE BELOW MAP REPRESENTS A SURVEY PERFORMED IN THE FIELD AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AS OF THIS DATE. THIS EXHIBIT MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS

*Michael Royce*  
MICHAEL ROYCE PLS# 1627  
NO. CA 1487  
EXP. 06/30/2027

12/08/25  
DATE OF SIGNATURE



MEETING DATE: MAY 18, 2026

<b>Agenda Item:</b>	6.a. CC-26-90
<b>Previous/Related Action:</b>	
<b>Background/Issue:</b>	<p>To comply with the Oklahoma Municipal Budget Act (11 O.S. Section 17-201 through 17-216), the City adheres to the following process to adopt the annual budget:</p> <ul style="list-style-type: none"> <li>• Prior to June 1, the City Manager submits to the City Council a proposed operating budget for the fiscal year commencing the following July.</li> <li>• A public hearing is held no later than fifteen days prior to July 1.</li> <li>• After the public hearing and at least seven days prior to July 1, the City Council adopts the budget by resolution.</li> <li>• The adopted budget is filed with the State Auditor and Inspector within thirty days after the beginning of the fiscal year.</li> </ul>
<b>Proposal/Solution:</b>	The attached proposed budget was presented at the April 20, 2026 Council meeting. No changes have been made to the proposed budget since that time.
<b>Financial Source/Impact:</b>	N/A
<b>Related Pillar(s):</b>	<p>Quality of Life                  Strong Infrastructure                  Effective Services</p>
<b>Recommended Action/Motion:</b>	<p>The following alternatives are available:</p> <ol style="list-style-type: none"> <li>1. Direct staff to incorporate changes presented during this public hearing and return to the Council for review at a future meeting.</li> <li>2. Direct staff to proceed with adoption of the budget as presented in the attached schedule by resolution at a future meeting.</li> </ol>
<b>Prepared By:</b>	Jared Thulin, Deputy Chief Financial Officer
<b>Reviewed By:</b>	<p>Christy Cluck                  Teresa Kadavy</p>
<b>Submitted By:</b>	Brady Moore, City Manager

**Attachments**

1. FY27 Budget - Public Hearing



City of Stillwater, Oklahoma Notice of Public Hearing for Fiscal Year 2027 Budget Adoption

The Stillwater City Council will hold a public hearing concerning the proposed fiscal year 2026-2027 budgets for the City of Stillwater, Stillwater Utilities Authority, Stillwater Public Works Authority, and Stillwater Economic Development Authority during the May 18th, 2026 City Council meeting at 5:30p.m. The City Council meeting will be conducted in person in the Council Hearing Room at 723 S Lewis Street. The meeting will be available to watch live on AT&T U-verse channel 99, Optimum channel 14 and the City of Stillwater's YouTube Live link at [youtube.com/c/CityofStillwaterTV/live](https://www.youtube.com/c/CityofStillwaterTV/live). Citizens requesting to speak should make that request at [stillwater.org/requesttospeak](https://www.stillwater.org/requesttospeak) before 3pm on the meeting date.

	General Fund	Pooled Cash Fund	General Fund Reserve	Debt Service Fund	City Capital Fund	Visitor Tax Fund	Fire Fund	Grants Fund	Opioid Settlement Fund	CDBG Grants Fund	Home Buyer's Assistance Fund	Stormwater Mgmt Fund	Transportation Fee Fund	Park Donations Fund	Transportation Sales Tax Fund	GO Bond Fire Station	GO Bond Animal Welfare	G.M.Koch Donation Fund	Bostlick Gym Fund	Self Insurance Fund	Tax Increment District #3	Tax Increment District #5	Airport Fund	SPWA	SEDA	SUA	TOTAL
<b>Resources</b>																											
Beginning Fund Balance	\$0	1,012,000	\$12,114,128	\$1,165,556	\$2,147,600	\$454,619	\$380,487	(\$0)	\$943,765	(\$0)	\$10,568	\$1,589,568	\$538,940	\$0	\$26,458,459	\$190,861	8,623,136	\$53,142	\$21,229	\$1,462,622	\$48,100	126,723	410,430	\$106,094	2,796,018	\$207,343,723	\$267,997,767
Sales Tax	31,875,000														10,625,000												42,500,000
Use Tax	5,700,000																										5,700,000
Other Tax	2,005,500			1,642,511		2,000,000															1,060,000	96,739					6,804,750
Fines & Forfeitures	735,000																										735,000
Fees & Rental	407,336						264,000																3,454,570				4,255,906
Interest		1,036,000	140,000										130,000												245,000	2,588,000	4,009,000
Licenses & Permits	330,500																										330,500
Other	1,294,000								188,886											1,340,000			316,000			7,000	3,145,886
Stormwater												975,000															975,000
Electric																											66,206,900
Water																											22,754,000
Wastewater																											9,205,000
Waste Management																											9,158,000
Utility & Billing Services																											1,632,500
Indirect Cost Reimbursement	2,344,611																										2,344,611
Transfers In	22,377,575				500,000						75,000										13,164,378			1,876,634	3,607,030	15,375,000	56,975,617
<b>Total Resources</b>	<b>67,069,522</b>	<b>2,048,000</b>	<b>12,254,128</b>	<b>2,808,067</b>	<b>2,647,600</b>	<b>2,454,619</b>	<b>644,487</b>	<b>(\$0)</b>	<b>1,132,651</b>	<b>(\$0)</b>	<b>85,568</b>	<b>2,564,568</b>	<b>668,940</b>	<b>0</b>	<b>37,083,459</b>	<b>190,861</b>	<b>8,623,136</b>	<b>53,142</b>	<b>21,229</b>	<b>15,967,000</b>	<b>1,108,100</b>	<b>223,462</b>	<b>6,057,634</b>	<b>106,094</b>	<b>6,648,048</b>	<b>334,270,123</b>	<b>504,730,437</b>
<b>Expenditures</b>																											
City Manager's Office	1,029,037																										1,029,037
Communications	504,472																										504,472
Information Technology	2,148,314																										2,148,314
Human Resources	536,502																			14,062,000							14,598,502
Finance	858,194																										858,194
Financial Services	736,596																										736,596
Development Services	943,910																										943,910
Building & Fire Codes	494,776																										494,776
Engineering	770,718																										770,718
Public Works	2,859,660																										2,859,660
Parks & Community Resources	2,764,403																										2,764,403
Police	14,432,843			1,019,250																							15,452,093
Emergency Management	438,006				1,355,000																						1,793,006
Fire	9,491,343			811,700			335,620																				10,638,663
Library	1,323,120																										1,323,120
City Attorney's Office	763,838																										763,838
General Government	4,882,741			627,511						75,000											875,000	400,000	39,283		3,757,900		10,657,435
Stormwater												307,964															307,964
Airport																							5,117,153				5,117,153
SUA Administration																											1,668,405
Utility & Billing Services																											1,424,788
Electric																											50,305,282
Water																											18,601,346
Wastewater																											4,273,653
Waste Management																											7,459,617
Fleet					500,000																						898,662
Indirect Cost												31,721															2,006,945
Transfers Out	22,091,049			175,915		2,000,000					46,680										685,000	114,036		305,945			31,293,392
<b>Total Expenditures</b>	<b>67,069,522</b>	<b>0</b>	<b>0</b>	<b>2,634,376</b>	<b>1,855,000</b>	<b>2,000,000</b>	<b>335,620</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>75,000</b>	<b>386,365</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>14,937,000</b>	<b>1,085,000</b>	<b>153,319</b>	<b>5,992,644</b>	<b>0</b>	<b>3,757,900</b>	<b>117,932,090</b>	<b>218,213,855</b>
<b>Ending Fund Balance</b>	<b>\$0</b>	<b>\$2,048,000</b>	<b>\$12,254,128</b>	<b>\$173,691</b>	<b>\$792,600</b>	<b>\$454,619</b>	<b>\$308,867</b>	<b>(\$0)</b>	<b>\$1,132,651</b>	<b>(\$0)</b>	<b>\$10,568</b>	<b>\$2,178,203</b>	<b>\$668,940</b>	<b>\$0</b>	<b>\$37,083,459</b>	<b>\$190,861</b>	<b>\$8,623,136</b>	<b>\$53,142</b>	<b>\$21,229</b>	<b>\$1,030,000</b>	<b>\$23,100</b>	<b>\$70,143</b>	<b>\$64,990</b>	<b>\$106,094</b>	<b>\$2,890,148</b>	<b>\$216,338,033</b>	<b>\$286,516,602</b>
<b>Restricted/Designated Funds</b>	<b>\$0</b>	<b>\$2,048,000</b>	<b>\$12,254,128</b>	<b>\$173,691</b>	<b>\$792,600</b>	<b>\$454,619</b>	<b>\$308,867</b>	<b>(\$0)</b>	<b>\$1,132,651</b>	<b>(\$0)</b>	<b>\$10,568</b>	<b>\$2,178,203</b>	<b>\$668,940</b>	<b>\$0</b>	<b>\$37,083,459</b>	<b>\$190,861</b>	<b>\$8,623,136</b>	<b>\$53,142</b>	<b>\$21,229</b>	<b>\$1,030,000</b>	<b>\$23,100</b>	<b>\$70,143</b>	<b>\$64,990</b>	<b>\$106,094</b>	<b>\$2,890,148</b>	<b>\$216,274,383</b>	<b>\$286,452,951</b>
<b>Unrestricted Funds</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>63,650</b>	
<b>Total</b>	<b>\$0</b>	<b>\$2,048,000</b>	<b>\$12,254,128</b>	<b>\$173,691</b>	<b>\$792,600</b>	<b>\$454,619</b>	<b>\$308,867</b>	<b>(\$0)</b>	<b>\$1,132,651</b>	<b>(\$0)</b>	<b>\$10,568</b>	<b>\$2,178,203</b>	<b>\$668,940</b>	<b>\$0</b>	<b>\$37,083,459</b>	<b>\$190,861</b>	<b>\$8,623,136</b>	<b>\$53,142</b>	<b>\$21,229</b>	<b>\$1,030,000</b>	<b>\$23,100</b>	<b>\$70,143</b>	<b>\$64,990</b>	<b>\$106,094</b>	<b>\$2,890,148</b>	<b>\$216,338,033</b>	<b>\$286,516,602</b>

<b>Agenda Item:</b>	7.a. CC-26-91
<b>Previous/Related Action:</b>	December 15, 2025, Presentation
<b>Background/Issue:</b>	<ul style="list-style-type: none"> <li>• On December 15, 2025, Council received a presentation and discussed proposed downtown intersection improvements related to the 10th Avenue and Main Street roundabout.</li> <li>• Council discussed the options of the intersection remaining a roundabout or being converted to a traditional four-way stop intersection.</li> <li>• Council requested a conceptual evaluation and planning-level cost comparison of those alternatives prior to advancement into final design.</li> <li>• Staff subsequently engaged Gose &amp; Associates to prepare the conceptual evaluation and cost comparison.</li> </ul>
<b>Proposal/Solution:</b>	<p>Gose &amp; Associates completed a conceptual evaluation of intersection alternatives, including reconstruction of the existing roundabout and conversion to a four-way stop intersection.</p> <p>The conceptual evaluation and findings are being presented to Council this evening for discussion and direction.</p> <p>Based on Council guidance, staff will proceed with advancement of the preferred alternative and return to Council at a future meeting with funding requests and required authorizations necessary to move the project forward.</p>
<b>Financial Source/Impact:</b>	N/A
<b>Related Pillar(s):</b>	Strong Infrastructure
<b>Recommended Action/Motion:</b>	Provide direction to staff regarding the preferred alternative for the 10th Avenue and Main Street Intersection.
<b>Prepared By:</b>	Bill Millis, Director of Engineering Stephen Gose
<b>Reviewed By:</b>	Bill Millis Brady Moore Teresa Kadavy
<b>Submitted By:</b>	Brady Moore, City Manager

**Attachments**

None

MEETING DATE: MAY 18, 2026

<b>Agenda Item:</b>	a. CC-26-92
<b>Previous/Related Action:</b>	
<b>Background/Issue:</b>	<p>The proposed changes give employees the ability to make ROTH contributions inside their qualified retirement account through Oklahoma Mutual Retirement Fund (OkMRF). ROTH contributions allow participants to invest dollars that grow tax free and can be withdrawn tax free in retirement.</p> <p>In addition, participants who meet the IRS requirements such as age 55+ and have maxed out their retirement contributions will be able to make catch-up contributions to the plan. This allows them to save additional dollars for retirement in a shorter period of time.</p>
<b>Proposal/Solution:</b>	Staff recommends the Mayor to sign the amending ordinance and joinder agreement.
<b>Financial Source/Impact:</b>	No financial impact to the City.
<b>Related Pillar(s):</b>	
<b>Recommended Action/Motion:</b>	Advance the amending ordinance and joinder agreement.
<b>Prepared By:</b>	
<b>Reviewed By:</b>	Christy Driskel Teresa Kadavy
<b>Submitted By:</b>	Brady Moore, City Manager

**Attachments**

1. 3606.firstread DC Stillwater Ordinance (2026-07-01)
2. DC Stillwater O&J (2026-07-01)

**ORDINANCE NO. 3606**

AN ORDINANCE AMENDING THE EMPLOYEE RETIREMENT SYSTEM, DEFINED CONTRIBUTION PLAN FOR THE CITY OF STILLWATER, OKLAHOMA; PROVIDING RETIREMENT BENEFITS FOR ELIGIBLE EMPLOYEES OF THE CITY OF STILLWATER, OKLAHOMA; PERTAINING TO CONTRIBUTIONS BY PARTICIPANTS; PROVIDING FOR EMPLOYER PICKUP OF REQUIRED CONTRIBUTIONS; PROVIDING FOR REPEALER AND SEVERABILITY.

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STILLWATER, OKLAHOMA:**

**Section 1. AMENDATORY.** The Employee Retirement System, Defined Contribution Plan, of the City of Stillwater, Oklahoma, is hereby amended as reflected on the attached Exhibit "A", which is incorporated herein and adopted by reference. These amendments shall become effective on July 1, 2026.

**Section 2. EXECUTION AUTHORIZATION.** The Mayor and City Clerk be and they are hereby authorized and directed to execute the amended Retirement System Plan documents and to do all the other acts necessary to put said amendment into effect and to maintain IRS qualification of the Plan. The executed amended document attached hereto as Exhibit "A" is hereby ratified and confirmed in all respects.

**Section 3. SPECIAL INCOME TAX TREATMENT FOR CONTRIBUTIONS UNDER IRC414.** The Plan contains provisions which are intended to constitute a pick-up program by the Employer which satisfies the requirements of section 414(h)(2) of the Internal Revenue Code of 1986 (the "Code"); and the Plan, be, and it is, approved and adopted as of the date therein stated; and required contributions described in Section 5 of the Joinder are designated as "picked-up" by the employer so as to not be included in Plan Participants' gross income for Federal income tax purposes as provided in Section 414(h)(2) of the Code. All such required contributions are to be paid by the employer in lieu of contributions by the Plan Participant. No Participant in the Plan shall have the option of choosing to receive the amounts of required Contributions directly in lieu of having such amounts paid by the employer to the Trustees of the Plan.

**Section 4. REPEALER.** Any ordinance inconsistent with the terms and provisions of this ordinance is hereby repealed; provided, however, that such repeal shall be only to the extent of such inconsistency and in all other respects this ordinance shall be cumulative of other ordinances regulating and governing the subject matter covered by this ordinance.

**Section 5. SEVERABILITY.** If, regardless of cause, any section, subsection, paragraph, sentence, or clause of this ordinance, including the System as set forth in Exhibit "A" is held invalid or to be unconstitutional, the remaining sections, subsections, paragraphs, sentences, or clauses shall continue in full force and effect and shall be construed thereafter as being the entire provisions of this ordinance.

\*\*\*END\*\*\*

The foregoing ordinance was introduced before the City Council on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, and was duly adopted and approved by the Mayor and City Council on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, after compliance with notice requirements of the Open Meeting Law (25 OSA, Sections 301, et. seq.).

Passed, approved, and adopted this \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
William H. Joyce, Mayor

(Seal)  
Attest:

\_\_\_\_\_  
Teresa Kadavy, City Clerk

Approved as to form and legality this \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Kimberly Carnley, City Attorney

First Reading:        05/18/2026  
Second Reading:

AN ORDINANCE OF THE CITY OF STILLWATER, OKLAHOMA

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING THE EMPLOYEE RETIREMENT SYSTEM, DEFINED CONTRIBUTION PLAN FOR **THE CITY OF STILLWATER, OKLAHOMA**; PROVIDING RETIREMENT BENEFITS FOR ELIGIBLE EMPLOYEES OF THE CITY OF STILLWATER, OKLAHOMA; **PERTAINING TO CONTRIBUTIONS BY PARTICIPANTS**; PROVIDING FOR EMPLOYER PICKUP OF REQUIRED CONTRIBUTIONS; PROVIDING FOR REPEALER AND SEVERABILITY.

**BE IT ORDAINED BY CITY COUNCIL OF THE CITY OF STILLWATER, OKLAHOMA.**

Section 1. **AMENDATORY.** The Employee Retirement System, Defined Contribution Plan, of the City of Stillwater, Oklahoma, is hereby amended as reflected on the attached Exhibit "A", which is incorporated herein and adopted by reference. These amendments shall become effective on July 1, 2026.

Section 2. **EXECUTION AUTHORIZATION.** The Clerk and Mayor be and they are hereby authorized and directed to execute the amended Retirement System Plan documents and to do all the other acts necessary to put said amendment into effect and to maintain IRS qualification of the Plan. The executed amended document attached hereto as Exhibit "A" is hereby ratified and confirmed in all respects.

Section 3. **SPECIAL INCOME TAX TREATMENT FOR CONTRIBUTIONS UNDER IRC414.** The Plan contains provisions which are intended to constitute a pick-up program by the Employer which satisfies the requirements of section 414(h)(2) of the Internal Revenue Code of 1986 (the "Code"); and the Plan, be, and it is, approved and adopted as of the date therein stated; and required contributions described in Section 5 of the Joinder are designated as "picked-up" by the employer so as to not be included in Plan Participants' gross income for Federal income tax purposes as provided in Section 414(h)(2) of the Code. All such required contributions are to be paid by the employer in lieu of contributions by the Plan Participant. No Participant in the Plan shall have the option of choosing to receive the amounts of required Contributions directly in lieu of having such amounts paid by the employer to the Trustees of the Plan.

Section 4. **SEVERABILITY.** If, regardless of cause, any section, subsection, paragraph, sentence, or clause of this ordinance, including the System as set forth in Exhibit "A" is held invalid or to be unconstitutional, the remaining sections, subsections, paragraphs, sentences, or clauses shall continue in full force and effect and shall be construed thereafter as being the entire provisions of this ordinance.

Section 5. **REPEALER.** Any ordinance inconsistent with the terms and provisions of this ordinance is hereby repealed; provided, however, that such repeal shall be only to the extent of such inconsistency and in all other respects this ordinance shall be cumulative of other ordinances regulating and governing the subject matter covered by this ordinance.

\*\*\*END\*\*\*

The foregoing ordinance was introduced before the City Council on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, and was duly adopted and approved by the Mayor and City Council on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, after compliance with notice requirements of the Open Meeting Law (25 OSA, Sections 301, et. seq.).

ATTEST:

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

Approved as to form and legality on \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
ATTORNEY

**OKLAHOMA MUNICIPAL RETIREMENT FUND  
 MASTER DEFINED CONTRIBUTION PLAN  
 JOINDER AGREEMENT**

**City of Stillwater** [a municipality or authority chartered, incorporated or formed under the laws of Oklahoma], a city, town, agency, instrumentality, or public trust located in the State of Oklahoma, with its principal office at Stillwater, Oklahoma, hereby establishes a Defined Contribution Plan to be known as **City of Stillwater Plan** (the “Plan”) in the form of the Oklahoma Municipal Retirement Fund Master Defined Contribution Plan.

Except as otherwise provided herein, the definitions in Article II of the Plan apply.

**1. Dates.**

- This instrument is a new Plan effective \_\_ (“Effective Date”) [such date may not be earlier than the first day of the Plan Year in which it is executed].
- This instrument is an amendment, restatement, and continuation of the Previous Plan, which was originally effective July 1, 1985. The effective date of this Joinder Agreement is **July 1, 2026** (“Effective Date”) [date may not be prior to Plan Year of the date of execution], except as otherwise stated in the Plan and the Joinder Agreement.

**2. Employee.**

The word “Employee” shall mean:

- Any person, other than a Leased Employee, who, on or after the Effective Date, is considered to be a regular full-time employee in accordance with the Employer’s standard personnel policies and practices, and is receiving remuneration for such services rendered to the Employer (including any elected official and any appointed officer or employee of any department of the Employer, whether governmental or proprietary in nature), including persons on Authorized Leave of Absence. Employees shall not include independent contractors. Elected members of the City Council shall not be considered to be Employees solely by reason of their holding such office.
- Any person, other than a Leased Employee, who, on or after the Effective Date, is considered to be a regular employee in accordance with the Employer’s standard personnel policies and practices (including part-time, seasonal and temporary employees), and is receiving remuneration for such services rendered to the Employer (including any elected official and any appointed officer or employee of any department of the Employer, whether governmental or proprietary in nature), including persons on Authorized Leave of Absence. Employees shall not include independent contractors. Elected members of the City Council shall not be considered to be Employees solely by reason of their holding such office.
- Any person who,  on or after the Effective Date,  as of , holds the position of:
  - City Manager, City or Town Administrator, President, Chief Executive Officer, General Manager, or District Manager, as applicable.
  - Assistant City Manager                       Chief of Police                       Fire Chief
  - Department Head or Department Manager  Finance Director or Chief Financial Officer
  - General Counsel or Municipal Attorney     Municipal Judge
  - \_ (specify position)

The word “Employee” shall not include:

- Any person who is currently accruing benefits under any other state or local retirement system.
- Any person in the following position and who is covered under another retirement program or system approved by the City:
  - City Manager, City or Town Administrator, President, Chief Executive Officer, General Manager, or District Manager, as applicable.
  - Assistant City Manager                       Chief of Police                       Fire Chief
  - Department Head or Department Manager
  - Finance Director or Chief Financial Officer
  - General Counsel or Municipal Attorney                       Municipal Judge
  - \_ (specify position)
- Any person who \_ [description may include a position but not the name of an individual].

**3. Entry Date.**

Eligible Employees shall commence participation in the Plan: (Select only one)

- months (any number of months up to twelve) after the later of the Employee's Employment Commencement Date or the date the definition of Employee in Section 2 hereof was met, provided that the individual has met the definition of Employee in Section 2 hereof throughout such period.
- On the Employee's Employment Commencement Date. (If the Employer has opted out of Old Age and Disability Insurance (OADI), this option must be elected).

**4. Definition of Compensation.**

Compensation shall exclude the item(s) listed below:

- No exclusions.
- Overtime pay.
- Bonuses.
- Commissions.
- Longevity pay.
- Severance pay.
- Fringe benefits, expense reimbursements, deferred compensation and welfare benefits.
- Accrued vacation or sick leave paid upon termination of employment and moving expenses.
- Other: [must be definitely determinable]

**5. Plan Design.**

The Employer hereby elects the following Plan design:

- Pick-up Option.** Each Employee shall be required to contribute to the Plan **3.00%** of his or her Compensation. These contributions shall be picked up and assumed by the Employer and paid to the Fund in lieu of contributions by the Participant. No Participant shall have the option of receiving the contributed amounts directly as Compensation.

- Thrift Plan Option.**

- A Participant may elect to contribute to the Plan for each Valuation Period an amount which is at least 1%, but no more than % of his Compensation ("Mandatory Contributions"). Mandatory Contributions shall be made by payroll deductions. A Participant shall authorize such deductions in writing on forms approved by, and filed with the Committee.
- The Employer shall contribute to the Fund an amount equal to % of the total Mandatory Contributions contributed by Participants. The Employer contribution shall be allocated in the proportion which the Mandatory Contributions of each such Participant for such Valuation Period bear to the total Mandatory Contributions contributed by all such Participants for such Valuation Period. Forfeitures attributable to Employer contributions under the Thrift Plan Option of this Section 5 shall be used to reduce Employer contributions under such Option.

- Fixed Option.** The Employer shall contribute to the Fund an amount equal to **6.00%** of the total covered Compensation of all Participants for the Valuation Period. The Employer contribution shall be allocated in the proportion which the Compensation of each such Participant for such Valuation Period bears to the Compensation paid to all such Participants for such Valuation Period.

- Variable Option.**

- The Employer intends to make a contribution to the Plan for the benefit of the Participants for each Valuation Period. The contribution may be varied from year to year by the Employer. (Select one option below)
  - Option A: The Employer contribution shall be allocated in the proportion that each such Participant's total points awarded bear to the total points awarded to all Participants with respect to such year. A Participant shall be awarded one point for each Year of Service.
  - Option B: The Employer contribution shall be allocated in the proportion which the Compensation of each such Participant for such Valuation Period bears to the Compensation paid to all such Participants for such Valuation Period.
  - Option C: A combination of Options A and B in the following ratios: % for Option A, and % for Option B.

**401(k) Option.**

(This Option available only if elected prior to May 1, 1986)

Participant Deferral Elections shall be allowed under the provisions of Section 4.8 of the Plan. Participants shall be allowed to defer no more than 75.00% of their Compensation for each election period.

**Section 4.8(d) of the Plan (“Roth Elective Deferrals”) shall apply to contributions after 7/1/2026 (enter a date later than January 1, 2006, but not earlier than the date the Roth option was initially adopted), and the Plan will accept a direct rollover from another Roth elective deferral account under an applicable retirement plan as described in Code Section 402A(e)(1).**

**Catch-up Contributions under Section 4.8 of the Plan:**

Are permitted

Are not permitted

**Matching Contribution Option.** The Employer shall contribute to the Fund an amount equal to % of the Participant's contributions under the Employer's Section 457(b) Deferred Compensation Plan. The Employer matching contribution shall be limited to % of the Participant's Compensation. Forfeitures attributable to Employer matching contributions under this Matching Contribution Option of Section 5 shall be used to reduce Employer matching contributions under such Option.

**No Employer Contribution Option.**

**6. Other Participant Contribution Options.**

Voluntary Nondeductible Contributions by Participants shall be allowed under the provisions of Section 4.4 of the Plan.

A Participant may not withdraw Voluntary Nondeductible Contributions.

Participants shall not contribute to the Plan.

**7. Self-Directed Investments.**

Are permitted.

Are not permitted.

**8. Allocation of Forfeitures Available.**

Forfeitures of Employer contributions attributable to the Fixed Option or Variable Option under Section 5 hereof:

Shall be added to Employer contribution under such Option for the calendar quarter following the Participant's Break in Service.

Shall reduce the Employer contribution under such Option for the current or next following Plan Year.

**9. Service for Worker's Compensation Period.**

If a Participant is on an Authorized Leave of Absence and is receiving worker's compensation during such Authorized Leave of Absence, such Participant

shall be credited with Service for such period for purposes of vesting only and not for purposes of allocations of Employer Contributions.

shall not be credited with Service for such period.

**10. Vesting.**

For purposes of vesting under Section 6.4 of the Plan, the Employer hereby elects the following Option:

**Option A**

<u>Years of Service</u>	<u>Vested Percentage</u>	<u>Forfeited Percentage</u>
less than 1	0%	100%
at least 1 but less than 2	10%	90%
at least 2 but less than 3	20%	80%
at least 3 but less than 4	30%	70%
at least 4 but less than 5	40%	60%
at least 5 but less than 6	50%	50%
at least 6 but less than 7	60%	40%
at least 7 but less than 8	70%	30%
at least 8 but less than 9	80%	20%
at least 9 but less than 10	90%	10%
10 or more	100%	0%

**Option B**

<u>Years of Service</u>	<u>Vested Percentage</u>	<u>Forfeited Percentage</u>
Less than 3	0%	100%
at least 3 but less than 4	20%	80%
at least 4 but less than 5	40%	60%
at least 5 but less than 6	60%	40%
at least 6 but less than 7	80%	20%
7 or more	100%	0%

**Option C**

<u>Years of Service</u>	<u>Vested Percentage</u>	<u>Forfeited Percentage</u>
less than 5	0%	100%
at least 5 but less than 6	50%	50%
at least 6 but less than 7	60%	40%
at least 7 but less than 8	70%	30%
at least 8 but less than 9	80%	20%
10 or more	100%	0%

**Option D**

<u>Years of Service</u>	<u>Vested Percentage</u>	<u>Forfeited Percentage</u>
Immediate 100% Vesting	100%	0%

**Option E**

The Schedule indicated below (the sum of the Vested Percentage and Forfeited Percentage at each Year of Service must equal 100%) the vesting schedule must be at least as favorable as one of the safe harbor pre-ERISA schedules. The safe harbor vesting schedules are:

- 15-year cliff vesting schedule: The plan provides that a participant is fully vested after 15 years of creditable service (service can be based on years of employment, years of participation, or other creditable years of service).
- 20-year graded vesting schedule: The plan provides that a participant is fully vested based on a graded vesting schedule of 5 to 20 years of creditable service (service can be based on years of employment, years of participation, or other creditable years of service).
- 20-year cliff vesting schedule for qualified public safety employees: The plan provides that a participant is fully vested after 20 years of creditable service (service can be based on years of employment, years of participation, or other creditable years of service). This safe harbor would be available only with respect to the vesting schedule applicable to a group in which substantially all of the participants are qualified public safety employees (within the meaning of Section 72(t)(10)(B)).

<u>Years of Service</u>	<u>Vested Percentage</u>	<u>Forfeited Percentage</u>
less than 1	0%	100%
at least 1 but less than 2	20%	80%
at least 2 but less than 3	40%	60%
at least 3 but less than 4	60%	40%
at least 4 but less than 5	80%	20%
5 or more	100%	0%

**Option F**

To comply with the Internal Revenue Service Regulations promulgated pursuant to the Code Section 3121(b)(7)(F), Participants who are part-time, seasonal or temporary Employees will have immediate vesting.

(If this Option F is elected, one of the other Options above must also be elected for Participants who are not part-time, seasonal or temporary Employees).

**11. Participant Loans.**

- Participant loans shall be offered pursuant to Section 6.13 of the Plan.
- Participant loans shall not be offered.

**12. Direct Transfer to Other Retirement Plan.**

- Direct transfer of a Participant's accounts to another defined contribution plan sponsored by the Employer is not permitted.
- The Accounts of any Participant who (i) is 100% vested in his Accounts in this Plan; (ii) has ceased to be eligible for participation in this Plan; and (iii) who becomes eligible for participation in another defined contribution retirement plan sponsored by the Employer (the "Other Retirement Plan"), shall be directly transferred to the Other Retirement Plan as soon as practicable after the Plan Administrator provides written direction to the Trustee to such effect in a form acceptable to the Trustee.

**13. Valuation Date.** Except with respect to any Special Valuation Date determined in accordance with Section 5.10, the Valuation Date for the Plan shall be on each business day of the Plan Year for which Plan assets are valued on an established market.

**14. In-Service Distributions:** Notwithstanding anything to the contrary herein, and in addition to any other withdrawal or distribution option provided to Participants, a Participant who is no longer eligible to participate in the plan, has reached 59 1/2 years of age and has completed at least 10 years of Service with the City of Stillwater shall be permitted to receive a distribution of all or a portion of such Participant's Accounts in the Plan while such Participant is still employed by the City of Stillwater.

**15. Predecessor Employer Service.** For purposes of the determination of vesting under this Plan for any Employee who previously was employed by the Stillwater Chamber of Commerce (the "Chamber") and whose employment transferred from the Chamber to the Employer after 6/30/2010 and before 7/1/2012, Service shall include employment service with the Chamber.

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**16. The Employer has consulted with and been advised by its attorney concerning the meaning of the provisions of the Plan and the effect of entry into the Plan.**

IN WITNESS WHEREOF the City of Stillwater has caused its corporate seal to be affixed hereto and this instrument to be duly executed in its name and behalf by its duly authorized officers this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

City of Stillwater

By: \_\_\_\_\_

Title: \_\_\_\_\_

Attest:

\_\_\_\_\_

Title: \_\_\_\_\_

(SEAL)

The foregoing Joinder Agreement is hereby approved by the Oklahoma Municipal Retirement Fund this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

OKLAHOMA MUNICIPAL RETIREMENT FUND

By: \_\_\_\_\_

Title: \_\_\_\_\_

Attest:

\_\_\_\_\_  
Secretary

(SEAL)

**Required Disclosures.** This Joinder Agreement is to be used only with the Oklahoma Municipal Retirement Fund Master Defined Contribution Plan. Failure to properly complete this Joinder Agreement may result in failure of the Plan to qualify under Code Section 401(a). In accordance with IRS Rev. Proc. 2017-41, the Provider (as defined in Rev. Proc. 2017-41) who has obtained Internal Revenue Service approval of the Oklahoma Municipal Retirement Fund Master Defined Contribution Plan has authority under the Plan document to amend the Plan on behalf of adopting employers for certain changes in the Code, regulations, revenue rulings, other statements published by the Internal Revenue Service, including model, sample or other required good faith amendments. The Provider will inform adopting employers of any such amendments or of the discontinuance or abandonment of the Pre-Approved Plan document. The name, address and telephone number of the Provider is: McAfee & Taft A Professional Corporation, 211 N. Robinson, Oklahoma City, OK 73102, telephone (405) 552-2231. Any inquiries by the adopting employer regarding the adoption of the Plan, the meaning of Plan provisions, or the effect of the Internal Revenue Service advisory letter on the Pre-Approved Plan may be directed to the Provider.

**Reliance on Sponsor Opinion Letter.** The Provider has obtained from the IRS an Opinion Letter (as defined in Rev. Proc. 2017-41) specifying the form of this Joinder Agreement and the basic plan document satisfy, as of the date of the Opinion Letter, Code §401. An adopting Employer may rely on the Preapproved Plan Sponsor's IRS Opinion Letter only to the extent provided in Rev. Proc. 2017 41. The Employer may not rely on the Opinion Letter in certain other circumstances or with respect to certain qualification requirements, which are specified in the Opinion Letter and in Rev. Proc. 2017 41 or subsequent guidance. In order to have reliance in such circumstances or with respect to such qualification requirements, the Employer must apply for a determination letter to Employee Plans Determinations of the IRS.

**ORDINANCE NO. 3608**

**AN ORDINANCE AMENDING STILLWATER CITY CODE, CHAPTER 29, MOTOR VEHICLES AND TRAFFIC, ARTICLE I, IN GENERAL, BY CREATING SECTION 29-23, USE OF HAND-HELD CELL PHONES OR COMMUNICATION DEVICES IN A SCHOOL OR CONSTRUCTION ZONE; REPEALING ALL ORDINANCES TO THE CONTRARY; AND PROVIDING FOR SEVERABILITY.**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STILLWATER, OKLAHOMA:

**SECTION 1:** The Stillwater City Code, Chapter 29, Motor Vehicles and Traffic, Article I, In General by creating Section 29-23, Use of hand-held cell phones or communication devices in a school or construction zone, to be read as follows:

**Sec. 29-23. Use of hand-held cell phones or communication devices in a school or construction zone.**

- (A) For the purpose of this section:
- (1) "Cellular telephone" means an analog or digital wireless telephone authorized by the Federal Communications Commission to operate in the frequency bandwidth reserved for cellular telephones;
  - (2) "Compose", "send", or "read" with respect to a text message means the manual entry, sending, or retrieval of a text message to communicate with any person or device;
  - (3) "Electronic communication device" means an electronic device that permits the user to manually transmit a communication of written text by means other than through an oral transfer or wire communication. This term does not include:
    - (a) a device that is physically or electronically integrated into a motor vehicle,
    - (b) a voice-operated global positioning or navigation system that is affixed to a motor vehicle,
    - (c) a hands-free or voice-operated device that allows the user to write, send, or read a text message without the use of either hand except to activate, deactivate, or initiate a feature or function,
    - (d) an ignition interlock device that has been installed on a motor vehicle, or
    - (e) amateur radio use or operation; and
  - (4) "Text message" includes a text-based message, instant message, electronic message, photo, video, or electronic mail.
- (B) Where any portion of a road, street, or highway is a properly marked school zone, as indicated with appropriate warning signs placed in accordance with the latest edition of the Manual on Uniform Traffic Control Devices, and a reduced speed limit is properly posted that is in effect during certain times due to the presence or potential presence of school children, or in a road construction zone, and while a motor vehicle is in motion, it shall be unlawful for any person to operate a motor vehicle on any street or highway within the city while:
- (1) Using a hand-held electronic communication device or cellular telephone to manually compose, send, or read an electronic text message; or
  - (2) Holding or using a hand-held cellular telephone.
- (C) The provisions of subsection B of this section shall not apply if the person is using the cellular telephone or electronic communication device:
- (1) In conjunction with hands-free or voice-operated technology; or
  - (2) For the sole purpose of communicating with any of the following regarding an imminent emergency situation:
    - (a) an emergency response operator,
    - (b) a hospital, physician's office, or health clinic,
    - (c) a provider of ambulance services,
    - (d) a provider of firefighting services, or

(e) a law enforcement agency.

(D) Any person who violates the provisions of subsection B of this section shall, upon conviction, be punished by a total fine and court costs of not more than \$100.00.

**SECTION 2: REPEALER.** All ordinances or parts of ordinances conflicting or inconsistent with the provisions of this ordinance are hereby repealed.

**SECTION 3: SEVERABILITY.** If any section, subsection, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by a Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portion of this Ordinance.

Passed, approved, and adopted this \_\_\_\_ day of \_\_\_\_\_ 2026.

\_\_\_\_\_  
William H. Joyce, Mayor

(Seal)  
Attest:

\_\_\_\_\_  
Teresa Kadavy, City Clerk

Approved as to form and legality this \_\_\_\_ day of \_\_\_\_\_ 2026.

\_\_\_\_\_  
Kimberly Carnley, City Attorney

First Reading:  
Second Reading:

**ORDINANCE NO. 3609**

**AN ORDINANCE AMENDING THE STILLWATER CITY CODE BY AMENDING CHAPTER 33, PARKS, EVENTS AND RECREATION, ARTICLE 1, IN GENERAL, SECTION 33-15, CAMPING PROHIBITED; EXCEPTIONS; REPEALING ALL ORDINANCES TO THE CONTRARY; AND PROVIDING FOR SEVERABILITY.**

*(AMENDMENTS HIGHLIGHTED BY STRIKETHROUGH AND UNDERLINING)*

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STILLWATER, OKLAHOMA:

**SECTION 1:** The Stillwater City Code, Chapter 33, Parks, Events and Recreation, Article I, In General, Section 33-15, Camping prohibited; exceptions, to be amended as follows:

**Sec. 33-15. Camping prohibited; exceptions.**

Unauthorized camping shall mean any tent, shelter, or bedding constructed or arranged for the purpose of or in such a way to permit overnight use on a property not designated as a campsite.

Persons may not use city-owned lands for the purposes of establishing an unauthorized camp. The use of the parks and public areas, within the corporate limits of the City of Stillwater for overnight camping is prohibited except as follows: Camping is authorized on city-owned property as follows:

- (1) Lake McMurtry, in designated areas, by permit; or
- (2) During special events, as approved by the city manager but in no circumstance may a person unless to do so would cause damage to city property.

A person who violates this Section shall, upon conviction, be subject to a fine of:

- (1) Not to exceed \$50.00 plus court costs for a first offense; and
- (2) Not to exceed \$100.00 plus court costs for a second offense; and
- (3) Not to exceed \$200.00 plus court costs for a third or subsequent offense.

A person who commits a first violation of this section shall be issued a warning, and a citation may not be issued unless the person refuses any assistance offered to them by the arresting officer. Such assistance may include, but is not limited to, transportation to a shelter, food pantry, or other place where resources are made available to assist the indigent or homeless.

**SECTION 2: REPEALER.** All ordinances or parts of ordinances conflicting or inconsistent with the provisions of this ordinance are hereby repealed.

**SECTION 3: SEVERABILITY.** If any section, subsection, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by a Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portion of this Ordinance.

Passed, approved, and adopted this \_\_\_\_\_ day of May 2026.

\_\_\_\_\_  
William H. Joyce, Mayor

(Seal)  
Attest:

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Teresa Kadavy, City Clerk

Approved as to form and legality this \_\_\_ day of May 2026.

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Kimberly Carnley, City Attorney

First Reading: 5/18/2026  
Second Reading:

MEETING DATE: MAY 18, 2026

<b>Agenda Item:</b>	d. CC-26-93
<b>Previous/Related Action:</b>	Ordinance No. 3610
<b>Background/Issue:</b>	<p>The current wording of Ordinance 16-83 creates confusion and frequent requests for permits to extend the hours for events, primarily in commercial districts. Staff worked to revise the wording and believe this will provide clarity for businesses, residents, and the police and provide for a realistic environment for events while balancing respect for residential areas.</p> <p>While changes are shown in the attached document, below is a list providing an overview:</p> <ul style="list-style-type: none"> <li>• No changes to timeframes when loud music is allowed in residential areas</li> <li>• Extension to timeframes when loud music is allowed in commercial areas: <ul style="list-style-type: none"> <li>○ Sunday – Wednesday, allowed until 11:00 p.m.</li> <li>○ Thursday – Saturday, allowed until 12:00 a.m.</li> </ul> </li> <li>• Current exemptions remain and commercial is added to the list</li> <li>• Removal of permit for loud music outside allowable hours</li> </ul>
<b>Proposal/Solution:</b>	
<b>Financial Source/Impact:</b>	
<b>Related Pillar(s):</b>	Quality of Life
<b>Recommended Action/Motion:</b>	
<b>Prepared By:</b>	Christy Driskel, Deputy City Manager
<b>Reviewed By:</b>	Teresa Kadavy
<b>Submitted By:</b>	Brady Moore, City Manager

**Attachments**

1. 3610.firstread Ord 16-83 draft 5-12-26 commerical exemption (format)

**ORDINANCE NO. 3610**

**AN ORDINANCE AMENDING STILLWATER CITY CODE BY AMENDING CHAPTER 16, CRIMES, MISCELLANEOUS OFFENSES AND PROVISIONS, BY AMENDING ARTICLE IV, OFFENSES INVOLVING PUBLIC PEACE AND ORDER, SEC. 16-83 LOUD MUSIC PROHIBITED; REPEALING ALL ORDINANCES TO THE CONTRARY; AND PROVIDING FOR SEVERABILITY.**

*(AMENDMENTS HIGHLIGHTED BY STRIKETHROUGH AND UNDERLINING)*

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STILLWATER, OKLAHOMA:

**SECTION 1:** The Stillwater City Code, Chapter 16, Crimes, Miscellaneous Offenses and Provisions, Article IV, Offenses Involving Public Peace and Order, by amending Section 16-83, Loud music prohibited, to be read as follows:

**Sec. 16-83. - Loud music prohibited.**

(1) Playing, using, operating or permitting to be played any radio receiving set, musical instrument, phonograph, stereo, or other machine or device for the producing or reproducing of sound is hereby unreasonable or disturbing if produced or reproduced. The following acts are declared to be unreasonably loud or disturbing noises in violation of this section, to-wit:

(a) The playing, using, operating or permitting to be played, used or operated any radio receiving set, musical instrument, phonograph, stereo, or other machine or device for the producing or reproducing of sound in such manner ~~b~~Between the hours of 8:00 a.m. and 10:00 p.m. wherein the sound emanating from such device is plainly audible at a distance of 100 feet from the source or is plainly audible inside a neighboring residential occupancy with the doors and windows closed.

(b) The playing, using, operating or permitting to be played, used or operated any radio receiving set, musical instrument, phonograph, stereo, or other machine or device for the producing or reproducing of sound in such manner ~~B~~etween the hours of 10:00 p.m. and 8:00 a.m. wherein the sound emanating from such device is plainly audible at a distance of 50 feet from the source or is plainly audible inside a neighboring residential occupancy with the doors and windows closed.

(c) The playing, using, operating or permitting to be played, used or operated any radio receiving set, musical instrument, phonograph, stereo or other machine or device for the producing or reproducing of sound in such manner ~~W~~wherein the sound emanating from such device is plainly audible inside a school, church, hospital medical clinic, or

nursing home during operating or business hours with the doors and windows closed.  
~~This subsection shall not apply to businesses located in areas zoned CS, CI, CC, CH, CG or any successor classification whenever any of the uses enumerated in this subsection moves or otherwise locates in an area zoned for commercial use.~~

(2) For the purposes of this section, the term "plainly audible" means any sound that can be detected by a person using his unaided hearing faculties. An enforcement officer need not determine the title of a song, specific words, or the artist performing the song; the detection of the rhythmic bass component of the music is sufficient to constitute a plainly audible sound. The term "residential occupancy" includes single-family dwellings, multiple-family dwellings, ~~boardinghouse rooms~~ hotel rooms or motel rooms.

(3) The following uses and activities shall be exempt from these regulations:

- a. School sponsored activities conducted on school property at times other than between the hours of 10:00 p.m. and 7:00 a.m.
- b. Church related activities conducted on church property at times other than between the hours of 10:00 p.m. and 7:00 a.m.
- c. City sponsored or permitted parades and events ~~authorized pursuant to section 16-79.~~
- d. ~~Businesses located in areas zoned CS, CI, CC, CH, CG or any successor classification, provided that the sound is not plainly audible inside a residential occupancy located outside of the zoning district wherein the business is located, when the doors and windows of said residential occupancy are closed.~~Businesses located in areas zoned for commercial use, on Sundays, Mondays, Tuesdays and Wednesdays between the hours of 8:00 a.m. and 11:00 p.m. and on Thursdays, Fridays and Saturdays between the hours of 8:00 a.m. and 12:00 a.m.

(4) Any person violating any of the provisions of this section shall be deemed guilty of a Class B offense. Each occurrence when such violation is committed or permitted to continue shall constitute a separate offense and shall be punishable as a separate offense. Each device found to be emitting sound in violation of this section shall be deemed a separate violator and shall be punishable as a separate offense.

**SECTION 2: REPEALER.** All ordinances or parts of ordinances conflicting or inconsistent with the provisions of this ordinance are hereby repealed.

**SECTION 3: SEVERABILITY.** If any section, subsection, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by a Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portion of this Ordinance.

Passed, approved, and adopted this \_\_\_\_ day of \_\_\_\_\_ 2026.

\_\_\_\_\_  
William H. Joyce, Mayor

(Seal)  
Attest:

\_\_\_\_\_  
Teresa Kadavy, City Clerk

Approved as to form and legality this \_\_\_\_ day of \_\_\_\_\_ 2026.

\_\_\_\_\_  
Kimberly Carnley, City Attorney

First Reading: 05/18/2026  
Second Reading:

**ORDINANCE NO. 3604**

**AN ORDINANCE AMENDING STILLWATER CITY CODE BY AMENDING CHAPTER 23, LAND DEVELOPMENT CODE, BY REPEALING ARTICLE V, USE CATEGORIES AND LIMITATIONS, DIVISION 4, RESIDENTIAL SHORT-TERM RENTAL, IN ITS ENTIRETY; AND CREATING AND ADOPTING CHAPTER 23, LAND DEVELOPMENT CODE, ARTICLE V, USE CATEGORIES AND LIMITATIONS; DIVISION 4, SHORT-TERM RENTALS, SECTION SEC. 23-115.1, DEFINITIONS; SEC. 23-115.2, PERMITTED DISTRICTS; SEC. 23-115.3, SHORT-TERM RENTAL LICENSE REQUIRED; COMPLIANCE WITH APPLICABLE CODES; SEC. 23-115.4, APPLICATION FORM AND PROCESS; SEC. 23-115.5, DENIAL, REVOCATION, NOTICE AND HEARING AND COMPLAINT PROCESS; SEC. 23-115.6, COVENANTS, DEED RESTRICTIONS AND OVERLAY REQUIREMENTS; SEC. 23-115.7, PENALTY; REPEALING ALL ORDINANCES TO THE CONTRARY; AND PROVIDING FOR SEVERABILITY.**

*(AMENDMENTS HIGHLIGHTED BY STRIKETHROUGH AND UNDERLINING)*

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STILLWATER, OKLAHOMA:

**SECTION 1:** The Stillwater City Code, Chapter 23, Land Development Code, Article V, Use Categories and Limitations, be amended by repealing Division 4, Residential Short-Term Rental, in its entirety as follows:

**~~DIVISION 4. RESIDENTIAL SHORT-TERM RENTALS~~**

**~~Sec. 23-115.1. Definitions.~~**

~~[The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:]~~

~~*Residential short term rental* means any dwelling, portion thereof, or habitable accessory structure, for rent for a temporary period of time up to 30 consecutive days per guest within a 90-day period.~~

~~*Guest* means a person who rents or occupies with others a residential short term rental.~~

~~*Rent* means all payments, except deposit and damages, to be made to the owner/operator of a residential short term rental property for the temporary occupancy of such dwelling.~~

**~~Sec. 23-115.2. — Permitted districts.~~**

- ~~(1) Section 23-136: RSL— Residential Large Lot Single Family.~~
- ~~(2) Section 23-137: RSS— Residential Small Lot Single Family.~~
- ~~(3) Section 23-138: RT— Two Family Residential.~~

**~~Sec. 23-115.3. — Residential short term rental; license required; compliance with applicable codes.~~**

- ~~(1) No person shall manage/operate a residential short term rental without an annual license, as provided herein, issued by the city clerk.~~
- ~~(2) Licenses for residential short term rental shall expire on January 31 each year or immediately upon change of ownership. Licenses may be renewed on an annual basis upon filing a renewal application with the city clerk. Initial licensing of the residential short term rental shall be a fee of \$100.00. The annual renewal fee shall be \$10.00.~~
- ~~(3) No license shall be issued or renewed until the applicant produces sales tax permits issued by the State of Oklahoma or evidence that such collection is done by a third party rental agent.~~
- ~~(4) No license shall be issued or renewed wherein taxes levied pursuant to Chapter 39 of this Code are delinquent and are owed by the owner or operator of the property or if the property is in violation of any section of the Stillwater City Code. No renewal shall be issued for a property deemed to be in violation of the Stillwater City Code until such violation is resolved through final disposition of a prosecution filed in the Municipal or District Court or upon certification by the building code official that the property is in compliance with applicable codes.~~
- ~~(5) No person shall offer or engage in residential short term rental in or on any part of the property not approved for residential occupancy, including but not limited to, a vehicle parked on the property, a storage shed, trailer or garage or any temporary structure such as a tent.~~
- ~~(6) No person shall offer or engage in residential short term rental without complying with applicable building or fire codes.~~

**~~Sec. 23-115.4. — Application form; process.~~**

- ~~(1) An application for a residential short term rental license shall be filed with the city clerk on a form furnished by the city clerk, which shall contain the following information:
  - ~~(a) The name, mailing address, and telephone number of the property owner and the street address of the subject property;~~
  - ~~(b) Number of bedrooms being offered for rent;~~
  - ~~(c) Verification that the dwelling has working smoke detectors as required by city codes, a working carbon monoxide detector and a functioning fire extinguisher. This requirement is met by submitting a signed and notarized affidavit form provided by the city clerk and attaching a~~~~

~~floorplan that depicts the location of (1) rooms provided for rent, (2) smoke detectors, (3) carbon monoxide detector, and (4) fire extinguishers;~~

~~(d) Proof of ownership of the property;~~

~~(e) The Uniform Resource Locator (URL), (i.e. the web site address) for any and all advertisements of the rental.~~

~~(f) A typewritten list and electronic/digital data capable of being reproduced as mailing labels, certified by the Payne County Assessor, licensed abstractor, attorney, engineer or architect, of all property owners within 300 feet of the subject property. The ownership list shall have been prepared no more than 30 days prior to submission.~~

~~(2) The city clerk shall send notification that an application for a residential short term license has been received to each property owner on the list required by subsection 23-115.4(1)(f). Such notification shall be documented by a certificate of mailing. If no written objection to the issuance of the license is received from a property owner sent such notice within 30 days of the mailing thereof, the city clerk may issue a license to the applicant provided all other requirements set forth in section 23-115.3 and section 23-115.4 have been met. If a written objection is received by the city clerk within 30 days of the mailing of notice thereof, the application shall be placed on a planning commission agenda and a public hearing shall be convened consistent with the criteria set forth in section 23-180(f). Appeal shall be to the city council in a manner consistent with section 23-180(f).~~

#### **~~Sec. 23-115.5. — Suspension, revocation; notice and hearing; complaint process.~~**

~~(1) A license issued pursuant to section 23-115.3 may be suspended or revoked by the city for failure to pay taxes due under Chapter 39 or for violation of any section of the Stillwater City Code or state law. No license shall be suspended or revoked until the owner/operator has been accorded written notice of the violation(s) and provided a public hearing before the planning commission. The planning commission may order the suspension or revocation of a license upon a preponderance of the evidence that the violation has occurred. The decision of the planning commission may be appealed to the city council by filing notice thereof with the city clerk within ten days of said action.~~

~~(2) The city manager shall establish written procedures to address complaints regarding residential short term rental properties and the operation thereof. Said procedure shall include the development of a webpage that will permit neighboring property owners and other aggrieved parties to report violations. The city manager shall also establish and publish on the website a list of all licensed residential short term rental properties.~~

#### **~~Sec. 23-115.6. — Covenants; deed restrictions; overlay requirements.~~**

~~This division or any section therein is not intended to be construed in derogation of or in conflict with any restrictive covenant, deed restriction or lease agreement that may be applicable. This division or any section therein shall be subject to any applicable overlay district or provision thereof or any zoning restriction unique to a particular area or parcel.~~

#### **~~Sec. 23-115.7. — Penalty.~~**

~~Violation of section 23-115.3 shall be deemed a Class "C" offense. Each day a residential short-term rental is operated in violation of said section shall constitute a separate offense.~~

**SECTION 2:** The Stillwater City Code, Chapter 23, Land Development Code, Article V, Use Categories and Limitations be amended by creating Division 4, Short-Term Rentals as follows:

**Division 4. Short-Term Rentals.**

**Sec. 23-115.1. Definitions.**

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Short-term rental* means any dwelling, portion thereof, or habitable accessory structure, for rent for a temporary period of time up to 30 consecutive days per guest within a 90-day period.

*Guest* means a person who rents or occupies with others a short-term rental.

*Rent* means all payments, except deposit and damages, to be made to the owner/operator of a short-term rental property for the temporary occupancy of such dwelling.

*Property manager* means any person or agency which provides the service of operating and maintaining the rental property and services.

*Property owner* means any person, partnership, or corporation, etc, which is the record owner of the property as listed on the last assessment roll by the Payne County Assessor.

*Subject property* means the property in which the short-term rental will be operating.

*Revocation* means the cancellation of a previously issued license.

*Denial* means the rejection of an application for a license.

**Sec. 23-115.2. Permitted districts.**

Short-term rentals are permitted by right in all zoning districts.

**Sec. 23-115.3. Short-term rental; license required; compliance with applicable codes.**

- (1) No person shall manage or operate a short-term rental without an annual license, as provided herein, issued by the City.
- (2) A property owner or manager seeking an annual license to operate a short-term rental must submit an application to Development Services for review.

- (3) An application is considered complete only after receiving the associated processing fees and related required documentation. City Staff will provide determination of completion by emailing the provided property owner and/or property manager listed on the application. A license is required before the operation of any short-term rental use on a property.
- (4) Licenses for short-term rentals shall expire one calendar year from the date of issuance of the license or immediately upon change of ownership. Licenses are non-transferable. License applications shall be submitted to Development Services for review. The application processing fee for the initial license and the annual renewal shall be set by resolution of the City Council. Renewal applications may be submitted up to 60 days prior to the expiration date, but no later than the expiration date. If an application is not submitted by the deadline, the applicant is prohibited from operating the short-term rental upon expiration of the issued license until and unless a renewal or new license is issued. After a license has been expired for a period of 30 days, a new license will be required.
- (5) No license shall be issued or renewed until the applicant produces sales tax permits issued by the State of Oklahoma or evidence that such collection is done by a third-party rental agent.
- (6) No license shall be issued or renewed wherein taxes levied pursuant to Chapter 39 of this Code are delinquent and are owed by the owner or operator of the property or if the property is in violation of any section of the Stillwater City Code. No renewal shall be issued for a property deemed to be in violation of the Stillwater City Code until such violation is resolved through final disposition of a prosecution filed in the Municipal or District Court or upon certification by the building code official that the property is in compliance with applicable codes.
- (7) No person shall offer or engage in operating a short-term rental in or on any part of the property not approved for residential occupancy, including but not limited to, a vehicle parked on the property, a storage shed, trailer or garage or any temporary structure such as a tent.
- (8) No person shall offer or engage in short-term rental without complying with all applicable federal, state, and local laws and regulations.

#### **Sec. 23-115.4. Application form and process.**

The following information must be provided along with the non-refundable processing fee to be deemed as a complete submittal to be reviewed by City Staff:

- (1) Address of the short-term rental.
- (2) Proposed occupancy limits.
- (3) Number of bedrooms being offered for rent.

- (4) Copy of house rules.
- (5) Property Insurance: Certificate of Liability Insurance Coverage in the amount of \$100,000 for each occurrence from an insurance company licensed to do business in the State of Oklahoma. Said insurance policy shall remain effective and in place during the entire licensing period.
- (6) The number of available on-site parking.
- (7) Name, address, phone number and email of the owner and the property manager.
  - a. 24-hour contact for the property must be available to be on site within an hour of any issue or complaint.
  - b. If an applicant is a property manager on behalf of the owner, a letter of authorization to act signed by the owner must be submitted with the application.
- (8) Outline of the screening process for guests to rent the property. Rentals within a 500-foot radius of schools and related buildings, day cares, playgrounds, or parks shall have additional screening through the sex offender registry in accordance with to Title 57, Sections 581 through 590.2 of the Oklahoma Statutes.
- (9) Floorplan that indicates the location of bedrooms, kitchen, and living room, including clear ingress and egress with fire exits and escape routes.
- (10) Verification that the dwelling has working smoke detectors as required by city code, a working carbon monoxide detector, and a functioning fire extinguisher. The applicant shall provide a signed and notarized affidavit verifying the above requirements with the application.

**Sec. 23-115.5. Denial, revocation, notice and hearing and complaint process.**

- (A) The Development Services Director may deny or revoke an initial or renewal Short-Term Rental license for the following reasons:
  - (1) The maximum amount of short-term rental licenses issued in the Small Lot Single-Family (RSS) or Large Lot Single-Family (RSL) residential zoning districts shall not exceed twenty percent (20%) of the total dwelling units located within any block. For purposes of calculating the maximum number of permitted short-term rentals on a block, any fractional result shall be rounded up to the nearest whole number. No additional short-term rental licenses shall be issued once the maximum allowable number of licenses has been issued unless an existing license is surrendered, revoked or otherwise becomes inactive.
  - (2) Applicant has an outstanding debt with the City.

- (3) Unabated notice of violations of the Code of Ordinances that exceeds 30 days.
  - (4) Violation(s), Arrest(s), or Call(s) for Services at the property that the Development Services Director or designee deems relevant including, but not limited to:
    - a. Number of and frequency of violations(s), arrest(s), or call(s) for service
    - b. Relation to the impact that violation(s), arrest(s), or call(s) for service to the public health, safety, and/or the welfare of the community.
    - c. Consideration of efforts of good faith and actions taken by the responsible party to correct, reduce, and/or alleviate violations(s), arrest(s), or call(s) for service
  - (5) Unresolved documented violations of federal, state, and local laws and regulations which include the City's International Building, Fire, Mechanical, Fuel Gas and National Electric Code and all State amendments.
  - (6) Taxes levied pursuant to Chapter 39 of this Code are delinquent and are owed by the owner or operator of the property or if the property is in violation of any section of the Stillwater City Code. No renewal shall be issued for a property deemed to be in violation of the Stillwater City Code until such violation is resolved through final disposition of a prosecution filed in the Municipal or District Court or upon certification by the building code official that the property is in compliance with applicable codes.
  - (7) The short-term rental was advertised without posting the city permit issued number on the listing platform.
- (B) Complaints: Citizen complaints shall be made to Code Enforcement and include the address the complaint is regarding and a detailed description of the complaint.
- (C) Denial or Revocation: The Development Services Director or designee shall provide written notice of denial or revocation of a Short-Term Rental License to the property owner and property manager listed on the Short-Term Rental Application. The notice of denial or revocation shall provide the reasons for denial or revocation of the Short-Term Rental License.
- (D) Appeals:
- a. Applicants whose Short-Term Rental License is denied or whose license is revoked may appeal the denial or revocation to the City Manager by filing a "Notice of Appeal" form with the City Clerk. Appeals shall be filed within ten (10) days of receipt of written notice of denial or revocation. The City Manager shall render a decision within ten (10) working days. A response from the City Manager shall be made in writing and shall be supported by written findings establishing the basis of the decision.

- b. Appeal of any decision made by the City Manager shall be made to the Planning Commission which shall be filed with Development Services within ten (10) days of receipt of the City Manager’s decision. A public hearing shall be scheduled, and a notice of the public hearing date will be mailed to the property owner and property manager listed on the application and, if applicable, the complaining party, at least twenty (20) days prior to the date of the public hearing.
  - c. Appeal of any decision made by the Planning Commission shall be made to the City Council and Notice of Appeal shall be filed with City Clerk within ten (10) days of the Planning Commission decision. A public hearing shall be scheduled and notice of the public hearing date shall be mailed to the property owner and property manager listed on the application and, if applicable, the complaining party, at least twenty (20) days prior to the date of the public hearing. The City Council’s decision shall be final.
- (E) Approval: Upon issuance or renewal of a Short-Term Rental License, written rules of the short-term rental shall be posted in the short-term rental unit(s) on the inside of the main entrance to the room or building of the short-term rental, which shall include:
- (1) Acknowledgment that it shall be unlawful to allow or make any noise or sound that exceeds the limits set forth in the city’s noise ordinance;
  - (2) Acknowledgement of the maximum occupancy of the short-term rental and the amount and location of on-site parking that is permitted;
  - (3) The 24-hour property contact information, including their name and phone number
  - (4) A copy of the short-term license number must be placed in a window nearest the front door, visible to the public and unobstructed.
  - (5) Floor Plan that shows clear ingress and egress with fire exits and escape routes.
  - (6) A copy of the house rules.

**Sec. 23-115.6. Covenants, deed restrictions and overlay requirements.**

This division or any section therein is not intended to be construed in derogation of or in conflict with any restrictive covenant, deed restriction or lease agreement that may be applicable. This division or any section therein shall be subject to any applicable overlay district or provision thereof or any zoning restriction unique to a particular area or parcel.

**Sec. 23-115.7. Penalty.**

It shall be deemed unlawful to operate a short-term rental without a valid license to operate or failing to comply with the requirements set forth in this Division. Violation(s) of this Division

shall be deemed a Class "C" offense. Each day a short-term rental is operated in violation of this Division shall constitute a separate offense.

**SECTION 3: REPEALER.** All ordinances or parts of ordinances conflicting or inconsistent with the provisions of this ordinance are hereby repealed.

**SECTION 4: SEVERABILITY.** If any section, subsection, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by a Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portion of this Ordinance.

Passed, approved, and adopted this 18th day of May, 2026.

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William H. Joyce, Mayor

(Seal)  
Attest:

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Teresa Kadavy, City Clerk

Approved as to form and legality this 18th day of May, 2026.

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Kimberly Carnley, City Attorney

First Reading: 05/04/2026  
Second Reading: 05/18/2026