



CITY COUNCIL MEETING AGENDA

March 6, 2023

723 S Lewis Street

Room 1122B

Stillwater, OK 74074

5:30 P.M.

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

1. Call Meeting to Order
2. Pledge of Allegiance
3. Presentations and Proclamations
  - a. Recognition of 2023 Citizens Police Academy Class
4. 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 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 regular meeting minutes of February 13, 2023		
b.	Accept right-of-way dedication and permanent sewer easement located at 999 N. Lewis Street required for the Redbud Sewer Project and authorize the Mayor to execute the right-of-way and easement documents	CC-23-32	David Barth
c.	Approve budget amendment increasing Animal Welfare revenue and expenditures by \$965 to fund the spring 2023 vaccination clinic	CC-23-29	Jeff Watts
d.	Approve budget amendment accepting \$1,000 donation from Sigma Alpha Epsilon to Stillwater Fire Department	CC-23-31	Terry Essary
e.	Approve Encroachment Agreement and Release of Liability for placement of an electronic sign at 611 North Main Street	CC-23-33	Jacquelyn Porter
f.	Accept electric utility easement at 514 East 7 <sup>th</sup> Avenue	CC-23-36	Jacquelyn Porter
g.	Accept grant funds of \$23,172.61 from OK Office of Homeland Security as reimbursement for repairs and maintenance to SFD's CBRNE response unit, approve budget amendments reflecting the projected receipt and	CC-23-37	Terry Essary

	expenditure of funds and authorize City Manager to sign related documents		
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**CONSENT DOCKET APPROVED AS PRESENTED 4-0**

5. Public Comment on Items not Schedules 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 prior to meetings.*
6. Items Removed from 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.*
7. Swearing-in of Councilor-elect Tim Hardin – Judge Tanya Raun  
**COUNCILOR HARDIN WAS SWORN-IN**
8. 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.	Pursuant to 11 O.S. § 22-112 and 11 O.S. §22-112.4, the Stillwater City Council will conduct a hearing to determine whether the structure located at <b>638 East 14<sup>th</sup> Avenue, Stillwater, Oklahoma</b> is dilapidated as defined in 11 O.S §22-112(C) and abandoned as defined in 11 O.S. §22-112.4(E) on <b>March 6, 2023, at 5:30 P.M.</b> , in the <b>City Council Hearing Room, 723 South Lewis Street, Stillwater, Oklahoma</b> . At said date and time, the City Council shall make a determination as to whether said building is dilapidated and/or abandoned as defined by the referenced statutes and whether to order the abatement and removal of said structure and the assessment of all associated costs thereof to the owner of said property. <b>NO ACTION TAKEN ON THIS ITEM</b>		Beth Anne Childs
b.	Receive public comment regarding a request to close approximately 75 square feet of the utility easement for future development of a medical office (US Dermatology Stillwater) on the northern lot of the Baymere Addition at 1210 W. 12 <sup>th</sup> Avenue <b>APPROVED 5-0</b>	CC-23-34	Jacquelyn Porter
c.	Receive public comment regarding a request for a Text Amendment to Land Development Code, Chapter 23, Land Development Code, Article VI, Use Classifications, Division 1, Generally; Section 23-121, Exemptions; Setback	CC-23-39	Jacquelyn Porter

	for Fences, etc., Projections into Yards <b>APPROVED 5-0</b>		
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9. General Orders

*The 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 City Council action is indicated in each agenda entry but may be amended or revised prior to action by the City Council.*

a.	Consider approval of budget amendments reflecting the receipt and expenditure of CDBG-CV grant funds to administer Phase 4 of the Stillwater COVID Impact Assistance Program <b>APPROVED 5-0</b>	CC-23-35	Shelly Crynes
b.	Report on past and future implementation of the Community Development Block Grant (CDBG) Minority/Women-Owned Business Enterprises (M/WBE) Utilization Plan, also referred to as Disadvantaged Business Enterprises (DBE) and the effect the 2019 Purchasing Policy will have on notifying M/WBE's of bidding opportunities <b>REPORT ONLY/NO ACTION</b>	CC-23-30	Shelly Crynes John McClenny

10. Resolutions

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

a.	RESOLUTION 2022-37: A RESOLUTION OF THE STILLWATER CITY COUNCIL DECLARING THE STRUCTURE LOCATED AT 638 EAST 14TH AVENUE, STILLWATER, OKLAHOMA, DILAPIDATED AND ABANDONED, AND A PUBLIC NUISANCE DETRIMENTAL TO THE HEALTH, SAFETY, AND WELFARE OF THE GENERAL PUBLIC AND THE COMMUNITY, AND ORDERING THE DILAPIDATED STRUCTURE TO BE TORN DOWN AND REMOVED PURSUANT TO 11 O.S. §22-122 <b>ADOPTED 5-0</b>		Beth Anne Childs
b.	RESOLUTION 2023-4: A RESOLUTION AUTHORIZING THE CREATION OF PHASE 4 OF A GRANT PROGRAM TO ASSIST STILLWATER RESIDENTS EXPERIENCING FINANCIAL HARDSHIP DUE TO COVID-19 <b>ADOPTED 5-0</b>		Shelly Crynes

11. 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. 3520: AN ORDINANCE CLOSING A PORTION OF A UTILITY EASEMENT LOCATED IN THE SOUTHEAST QUARTER (SE/4) OF THE NORTHEAST QUARTER (SE/4 NE/4) OF SECTION TWENTY-TWO (22), TOWNSHIP NINETEEN (19) NORTH, RANGE TWO (2) EAST OF THE INDIAN BASE AND MERIDIAN, CITY OF STILLWATER PAYNE COUNTY, OKLAHOMA, NEAR PROPERTY ADDRESSED AS 1210 WEST 12 <sup>TH</sup> AVENUE <b>ADVANCED TO SECOND READ 5-0</b>		
b.	ORDINANCE NO. 3521: AN ORDINANCE AMENDING ORDINANCE NO. 3494 APPROVING A MINOR AMENDMENT TO THE 2022 AMENDED STILLWATER (RE)INVESTMENT PLAN (A STILLWATER DOWNTOWN/CAMPUS LINK PROJECT PLAN) PURSUANT TO THE OKLAHOMA LOCAL DEVELOPMENT ACT; ALLOCATING A PORTION OF THE INCREMENT GENERATED BY THE INCREASE IN REAL AND PERSONAL PROPERTY VALUES IN INCREMENT DISTICT NO. 5 UP TO \$1,128,600.00 TO THE AFFECTED TAXING JURISDICTIONS; INCREASING THE BUDGET OF PROJECT COSTS FOR INCREMENT DISTEICT NO. 5 BY FIVE PERCENT TO PROVIDE A SOURCE OF FUNDS FOR IMPLEMENTATION AND ADMINISTRATIVE COSTS INCURRED BY THE STILLWATER ECONOMIC DEVELOPMENT AUTHORITY; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY <b>ADVANCED TO SECOND READ 5-0 DECLARED EMERGENCY 5-0</b>	CC-23-38	Brady Moore

Second Read

a.	ORDINANCE NO. 3518: AN ORDINANCE REZONING A TRACT OF LAND LOCATED AT 619 WEST 12 <sup>TH</sup> AVENUE FROM OFFICE (O) TO PUBLIC (P) <b>ADOPTED 5-0</b>
b.	ORDINANCE NO. 3519: AN ORDINANCE REZONING A TRACT OF LAND LOCATED AT 299 SOUTH DRURY STREET FROM SMALL LOT SINGLE FAMILY RESIDENTIAL (RSS) TO TWO FAMILY RESIDENTIAL DISTRICT (RT) <b>ADOPTED 5-0</b>

12. Appointments

- a. Appointment of Stillwater Police Captain Todd Parry to Payne County Enhanced 911 Communications Board

**MAYOR JOYCE APPOINTED SPD CAPTAIN TODD PARRY TO THE PAYNE COUNTY ENHANCED 911 COMMUNICATIONS BOARD APPROVED 5-0**

13. 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

14. Questions and Inquiries

15. Adjourn

**ADJOURN 5-0**