



Stillwater Municipal Building  
723 S. Lewis  
Stillwater, Oklahoma  
[stillwater.org](http://stillwater.org)

**BUSINESS IMPROVEMENT & SPECIAL SERVICES DISTRICT #1  
REGULAR MEETING AGENDA**

**MINUTES  
NOVEMBER 3, 2016  
5:15 p.m.  
Room 2073**

**Board Members Present:** Robyn Davies, Ben Douglas (5:34), Kyle Gibbs, Steve Green, Jill Hunt, Kent Kinzie, Jim McCollom (5:31), Susie Presley, Robert Sitton, Jr., Cory Williams  
**Board Members Absent:** Marsha Forbes  
**Staff Present:** Melissa Reames, Patti Osmus, Norman McNickle, John Dorman, Dennis McGrath  
**Guests:** Cristy Morrison

1. CALL MEETING TO ORDER

**Chair Gibbs called the meeting to order at 5:19 p.m.**

2. GENERAL ORDERS

*The Board will discuss and may take action at this meeting (including a vote or series of votes) on each item listed under General Orders unless the agenda entry specifically states that no action will be taken.*

- a. Discuss with BID #1 Board members the establishment of BID #2.  
*No action will be taken on this item.*  
**It was discussed that the BID board members need a clear understanding of BID #2 purpose to present to the members at the members meeting on November 15<sup>th</sup>. If 50% of the property owners oppose the BID, then it cannot go forward. Plan is to talk about where the BID was, what it's done and where do we want to go in the future. Open up the meeting to members and hear their desires and ideas. It was decided to include a questionnaire with the BID semi-annual meeting invitation. Discussion was held on maintaining the improvements that have been made in downtown. No action was taken.**
- b. Discuss and review proposed advertising in the annual CVB publication.

It was said that this CVB publication is widely distributed so it was a good advertisement for Downtown Stillwater. Over 100,000 copies are printed with ¼ page ad on 8 ½ X 11 sheet.

Motion by Hunt to approve the purchase of an ad in the CVB publication and second by McCollom. Roll call: Davies Yea, Douglas Yea, Gibbs Yea, Green Yea, Hunt Yea, Kinzie Yea, McCollom Yea, Presley Yea, Sitton Yea, Williams Yea. Motion carried with ten yea votes.

3. ADJOURN

Motion was made by Kinzie and second by Douglas to adjourn the meeting at 6:41 p.m.

Roll call: Davies Yea, Douglas Yea, Gibbs Yea, Green Yea, Hunt Yea, Kinzie Yea, McCollom Yea, Presley Yea, Sitton Yea, Williams Yea. Motion carried with ten yea votes.

***NOTE: The City of Stillwater encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, please notify the City Manager's office at least 48 hours prior to the meeting by calling 405.742.8209.***

On \_\_\_\_\_, a true and correct copy of this agenda was posted on the kiosk outside City Hall, 723 S. Lewis Street.