IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AMENDED AGENDA WAS POSTED JANUARY 29, 2016 AT 11:15 A.M. AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA

MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
FEBRUARY 1, 2016

PRESENT: **MAYOR GINA J. NOBLE, VICE MAYOR PAT DARLINGTON, COUNCILORS MIGUEL NAJERA AND ALANE ZANNOTTI**
ABSENT: **COUNCILOR JOE WEAVER**

1. CALL MEETING TO ORDER

Mayor Noble called the meeting to order at 5:30 p.m.

2. PLEDGE OF ALLEGIANCE

Lance Youngblood, a 5th grader at Westwood Elementary School, led the audience in the Pledge of Allegiance.

3. CONSENT DOCKET

a. Approval of minutes:

Regular Meeting	January 4, 2016
Executive Session	January 4, 2016
Regular Meeting	January 11, 2016
Executive Session	January 11, 2016
Special Meeting	January 19, 2016
Executive Session	January 19, 2016
Regular Meeting	January 25, 2016

b. Acceptance of easements for Country Club & 37th Avenue looping project (CC-16-15)
c. Acknowledge receipt of funds for sidewalk improvement along Murphy Street from Owen Thomas; authorize Mayor to execute release of covenant
d. Acceptance of the remaining easement for the Community Development Block Grant 2014/2015 drainage project and authorization for the Mayor to sign the easement document (CC-16-20)
e. Stillwater Housing Authority request for waiver of payment in lieu of taxes (PILOT) for FY 2016 (CC-16-16)
f. Temporary lease agreement with Allen Contracting for Western Road Improvement Project (CC-16-17)
g. Right-of-way and easements necessary for the reconstruction and widening of the 3rd Avenue bridge over Boomer Creek (CC-16-18)
h. Right-of-way acquisition authorization for the Husband Street Bridge project (CC-16-19)
i. Sheerar Museum Quarterly Report

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR ZANNOTTI TO APPROVE THE CONSENT DOCKET AS PRESENTED.

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-YEA, NAJERA-YEA, ZANNOTTI-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

4. PUBLIC COMMENT ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING

None.

5. ITEMS REMOVED FROM THE CONSENT DOCKET

None.

6. PUBLIC HEARINGS

a. Receive public comment regarding a request for a closing of a portion of the right-of-way of Ramsey Street adjacent to property addressed as 616 S. Ramsey Street (CC-16-21)

Planning Manager Aaron Baggarly presented a request to close a portion of the right-of-way of Ramsey Street adjacent to property addressed as 616 S. Ramsey Street. The applicant seeks the closing in order to reduce the setback distance from the street for future development of the subject property. Mr. Baggarly stated that Ramsey Street currently has a 100-foot right-of-way adjacent to the subject property. The applicant closed and vacated 20 feet of the right-of-way on the property to the south in 2011. Twenty feet of right-of-way was closed and vacated adjacent to the Jimmy's Egg property, north of the subject property in 2012.

Mayor Noble opened and closed the public hearing as no one was present for or against.

Staff recommended approval of this request.

MOTION BY COUNCILOR ZANNOTTI, SECOND BY VICE MAYOR DARLINGTON TO APPROVE THE REQUEST TO CLOSE THE 20 FEET OF RIGHT-OF-WAY OF RAMSEY STREET ADJACENT TO PROPERTY ADDRESSED AS 616 S. RAMSEY STREET.

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-YEA, NAJERA-YEA, ZANNOTTI-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

b. Receive public comment regarding a request for review and approval of a Specific Use Permit for properties currently zoned RTM (Residential Two-family and Multi-family) district and addressed as 1209 and 1213 N. Ramsey Street (CC-16-22)

Planning Manager Aaron Baggarly presented a request for review and approval of a Specific Use Permit for properties currently zoned RTM (Residential Two-family and Multi-family) district and addressed as 1209 and 1213 N. Ramsey Street. The applicant proposes to construct a conventional single-family house on each of two undeveloped lots. Mr. Baggarly stated that approval of the request allows the four bedroom, single-family houses to be constructed in the RTM and in the area that is developed in single-family structures. All four proposed parking spaces are readily accessible to Ramsey Street.

Mayor Noble opened and closed the public hearing as no one was present for or against.

Planning Commission voted 5-0 to recommend approval of the proposed Specific Use Permit.

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR ZANNOTTI TO ACCEPT THE PLANNING COMMISSION'S RECOMMENDATION TO APPROVE THE SPECIFIC USE PERMIT FOR PROPERTIES CURRENTLY ZONED RTM (RESIDENTIAL TWO-FAMILY AND MULTI-FAMILY) DISTRICT AND ADDRESSED AS 1209 AND 1213 N. RAMSEY STREET.

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-YEA, NAJERA-YEA, ZANNOTTI-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

7. GENERAL ORDERS

a. Charter Review Committee Presentation of First Report & Recommendations

City Attorney John Dorman presented the Charter Review Committee's first report, which addressed election sequencing and term limits. Jeremy Bale, James Beckstrom, Kevin Clark, Tamara Mix and Denise Weaver were appointed to the committee, with Vice Mayor Pat Darlington serving as the City Council liaison. Mr. Dorman reviewed the recommendations made by the committee and explained that City Council would be asked to take action on the recommendations later in the meeting under Resolutions and/or Ordinances.

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR NAJERA TO ACCEPT THE REPORT FROM THE CHARTER REVIEW COMMITTEE.

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-YEA, NAJERA-YEA, ZANNOTTI-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

8. RESOLUTIONS

a. **RESOLUTION CC-2016-3**: A resolution proposing amendment of Article VI, Elections, by amending Section 6-1; Section 6-3; Section 6-4; and Section 6-6, of the Stillwater City Charter and authorizing the Mayor to sign and issue an election proclamation calling for a special election in the City of Stillwater

MOTION BY COUNCILOR NAJERA, SECOND BY COUNCILOR ZANNOTTI TO APPROVE RESOLUTION CC-2016-3 AS PRESENTED.

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-YEA, NAJERA-YEA, ZANNOTTI-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

b. **RESOLUTION CC-2016-4**: A resolution proposing amendment of Article VI, Elections, by amending Section 6-1 of the Stillwater City Charter and authorizing the Mayor to sign and issue an election proclamation calling for a special election in the City of Stillwater

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR NAJERA TO APPROVE RESOLUTION CC-2016-4 AS PRESENTED.

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-YEA, NAJERA-YEA, ZANNOTTI-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

c. **RESOLUTION CC-2016-5:** A resolution establishing a Bicyclist and Pedestrian Ad Hoc Citizen Advisory Committee; establishing membership criteria and scope of duties

MOTION BY COUNCILOR ZANNOTTI, SECOND BY VICE MAYOR DARLINGTON TO APPROVE RESOLUTION CC-2016-5 AS PRESENTED.

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-YEA, NAJERA-YEA, ZANNOTTI-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

d. **RESOLUTION CC-2016-6:** A resolution adopting the Stillwater City Council Strategic Vision Statement

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR NAJERA TO APPROVE RESOLUTION CC-2016-6 AS PRESENTED.

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-YEA, NAJERA-YEA, ZANNOTTI-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

9. ORDINANCES

First Reading

a. **ORDINANCE NO. 3334:** An ordinance proposing amendment of Article VI of the Stillwater City Charter, by amending Section 6.1 Annual Elections, Three Year Terms, Election at Large, Nonpartisan Elections; and providing for submission thereof to the qualified voters of said city at the next city general election.

MOTION BY COUNCILOR ZANNOTTI, SECOND BY COUNCILOR NAJERA TO ADVANCE ORDINANCE NO. 3334 AS PRESENTED.

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-YEA, NAJERA-YEA, ZANNOTTI-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

b. **ORDINANCE NO. 3335:** An ordinance proposing amendment of Article VI of the Stillwater City Charter, by amending Section 6-1, Annual Elections, Three Year Term, Election at Large, Nonpartisan Elections; Repealing Section 6-3, Primary Election: Time, Voting, Who Nominated or Elected, etc; Amending Section 6-4, General Election: Time, Voting, Who Elected; and Section 6-6 When Primaries and General Elections are not Held; providing for submission thereof to the Qualified Voters of Said City at the Next City General Election.

MOTION BY COUNCILOR ZANNOTTI, SECOND BY COUNCILOR NAJERA TO ADVANCE ORDINANCE NO. 3335 AS PRESENTED.

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-YEA, NAJERA-YEA, ZANNOTTI-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

Second Reading

None.

10. REPORTS FROM OFFICERS & BOARDS

a. Miscellaneous items from the City Attorney: None.
b. Miscellaneous items from the City Manager: Interim City Manager Norman McNickle shared that the Strickland Park skate park is still being renovated and the consultant for the Downtown Project will be in Stillwater February 22-23.
c. Miscellaneous items from the City Council: Vice Mayor Darlington invited citizens to attend the Budget Fair on February 4. Councilor Zannotti encouraged individuals to pick up a "take it or make it" invention kit at the Stillwater Public Library. Councilor Zannotti invited citizens to meet the city manager candidates' and listen to their presentations February 8-11. Councilor Najera informed citizens that the City will be observing Presidents' Day, February 15.
   i) Discussion about scheduling items for upcoming meetings

11. QUESTIONS & INQUIRIES

None.

12. APPOINTMENTS

a. Audit Committee

MOTION BY MAYOR NOBLE, SECOND BY COUNCILOR NAJERA TO APPOINT ANGELA SPENCER TO THE AUDIT COMMITTEE FOR A TERM TO EXPIRE JANUARY 2019.

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-YEA, NAJERA-YEA, ZANNOTTI-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

b. *Board of Adjustment

MOTION BY MAYOR NOBLE, SECOND BY COUNCILOR NAJERA TO REAPPOINT TERRI VENTRESS AND APPOINT ANGELA BALE TO THE BOARD OF ADJUSTMENT FOR TERMS TO EXPIRE JANUARY 2019.

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-YEA, NAJERA-YEA, ZANNOTTI-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

c. *Bicyclist and Pedestrian Ad Hoc Citizen Advisory Committee

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR ZANNOTTI TO APPOINT KEVIN MUSSETT, LIZ ARMSTRONG, JULIE KELLY, SHAWN GIBSON, ERIC LONDON, TIM MCCUE, CYNTHIA GEDRA, BECKY TAYLOR, P. J. BRUN AND JACK MOORE TO THE BICYCLIST AND PEDESTRIAN AD HOC CITIZEN ADVISORY COMMITTEE.

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-YEA, NAJERA-YEA, ZANNOTTI-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

13. ADJOURN

MOTION BY COUNCILOR NAJERA, SECOND BY COUNCILOR ZANNOTTI TO ADJOURN THE FEBRUARY 1, 2016 REGULAR MEETING OF THE STILLWATER CITY COUNCIL.

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-YEA, NAJERA-YEA, ZANNOTTI-YEA. NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

The February 1, 2016 meeting of the Stillwater City Council adjourned at 6:13 p.m.

GINA J. NOBLE, MAYOR
STILLWATER CITY COUNCIL

ELIZABETH CHRZ
CITY CLERK