IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA WAS POSTED MAY 12, 2016 AT 4:05 P.M. AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA

MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
MAY 16, 2016

PRESENT: **MAYOR GINA J. NOBLE, VICE MAYOR PAT DARLINGTON, COUNCILORS MIGUEL NAJERA, ALANE ZANNOTTI AND WILLIAM JOYCE**
ABSENT: **NONE**

1. CALL MEETING TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Mwende Abai, 1st grader, and Keke Abai, 5th grader, at Westwood Elementary School, led the audience in the Pledge of Allegiance.

3. PROCLAMATIONS & PRESENTATIONS

a. Distinguished Young Woman of Payne County Ana Teresa Atiles

Mayor Noble proclaimed May 16, 2016 as "Ana Teresa Atiles Day" in the City of Stillwater. Distinguished Young Woman of Payne County for 2017 Ana Teresa Atiles thanked the City of Stillwater for supporting the Distinguished Young Woman program and stated she looked forward to giving back to the community through her endeavors with the program.

b. Community Action Month

Mayor Noble proclaimed the month of May 2016 as "Community Action Month" in the City of Stillwater in recognition of the hard work and dedication of the Central Oklahoma Community Action Agency (COCAA). Representatives from COCAA accepted the proclamation and thanked the community for standing behind their organization.

c. Public Works Week

Mayor Noble proclaimed the week of May 15-21, 2016 as "Public Works Week" in the City of Stillwater. Operations Deputy Team Leader Matt Faulkner accepted the proclamation on behalf of the City's public works employees and shared the activities that would be occurring throughout the week.

d. Presentation of American Public Works Association of OK Project of the Year Award for the Sangre Road Bridge Project by Paul D'Andrea, APWAOK Chapter President & Sharla Lovern, APWAOK Chapter Secretary to City of Stillwater (Sharla Lovern), Meridian Construction (Tyler Davis) , and BKL Consulting Engineers (Stacy Loeffler & Travis Small)

Oklahoma APWA Chapter President Paul D'Andrea presented awards for the 2016 Oklahoma APWA Project of the Year in the transportation category, less than $5 million, to the City of Stillwater, Meridian Contracting, Inc. and BKL, Inc. for the Sangre Road Bridge project. Accepting the awards were City of Stillwater Interim Transportation Director Sharla Lovern and Engineering Assistant Michael Stephenson; Tyler Davis, Meridian Construction; and Stacy Loeffler, BKL Inc.

4. CONSENT DOCKET

a. Approval of minutes: Regular Meeting April 25, 2016
Regular Meeting May 2, 2016
Executive Session May 2, 2016

b. Budget amendment reallocating surplus project funds to the Stillwater Regional Airport budget

c. Budget amendments allocating funds for sidewalk project plans for Hunter's Ridge and Pecan Hill developments for sidewalks to be constructed by the developers with reimbursement to the City of Stillwater

d. Authorize COPS Hiring Program grant application to hire three new entry level police officers (CC-16-61)

e. Mission of Hope 2016 Emergency Shelter Grant & Environmental Review (CC-16-63)

f. Payne County Youth Services 2016 Emergency Shelter Grant & Environmental Review (CC-16-64)

g. Stillwater Domestic Violence Center 2016 Emergency Shelter Grant & Environmental Review (CC-16-65)

h. Approval of water line agreement between City of Stillwater and St. Francis Xavier Catholic Church of Stillwater

i. Accept water line easement on west side of Sangre Road between 6th Avenue and Virginia Street for the construction of a water line by Saint Francis Xavier Catholic Church of Stillwater (CC-16-62)

j. Set June 20, 2016 as date for public hearing to consider a request to close a portion of 5th Avenue right-of-way adjacent to 798 E 5th Avenue

k. Sole source authorization for counters and cabinets at Stillwater Regional Airport via American Airline vendor Jensen Cabinets, Inc. (CC-16-59)

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

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

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

There were no public comments on agenda items not scheduled for public hearing.

6. ITEMS REMOVED FROM THE CONSENT DOCKET

None.

7. GENERAL ORDERS

a. Consider sale of City owned property at 301 S. Washington Street (CC-16-60)

Special Projects Director John McClenny reported that the City had purchased the property in 2008 with funds from the Transportation Sales Tax at a cost of $475,000. The property was to be used as right-of-way for connecting 3rd Avenue from Hester to Washington. The transportation project was cancelled and is no longer viable. The purchase price included a building that was demolished to accommodate the planned street extension. The property is being used as a paved parking lot, with eight public parking spaces. With the demolition of the building, the property value is expected to be less than the original purchase price. Staff recommended that City Council declare the property surplus, sell it at public auction and return the proceeds to the Transportation Sales Tax Fund for use on other transportation projects. Discussion occurred regarding use of the paved lot, dedicated fund use, value of the property and the process to sell the property. Mayor Noble requested parking fee numbers and appraisal value of the property be brought to City Council

MOTION BY COUNCILOR ZANNOTTI, SECOND BY VICE MAYOR DARLINGTON TO DECLARE THE PROPERTY SURPLUS AND AUTHORIZE STAFF TO BEGIN THE AUCTION PROCESS.

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

8. RESOLUTIONS

a. **RESOLUTION NO. CC-2016-8: A RESOLUTION ESTABLISHING CRITERIA FOR EVALUATION OF DEVELOPMENT PROPOSALS FOR PROJECTS LOCATED WITHIN THE BOUNDARIES OF INCREMENT DISTRICT NO. 2, CITY OF STILLWATER ("STILLWATER WEST 51 TAX INCREMENT FINANCING DISTRICT")**

MOTION BY COUNCILOR NAJERA, SECOND BY COUNCILOR ZANNOTTI TO APPROVE RESOLUTION NO. CC-2016-8 AS PRESENTED.

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

b. **RESOLUTION NO. CC-2016-14: A RESOLUTION ADOPTING THE GUIDELINES FOR PROCESSING TORT CLAIMS AND WORKERS' COMPENSATION CLAIMS VALUED AT LESS THAN $50,000**

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR NAJERA TO APPROVE RESOLUTION NO. CC-2016-14 AS PRESENTED.

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

c. **RESOLUTION NO. CC-2016-17: A RESOLUTION OF THE CITY OF STILLWATER NOMINATING MARCY LAMB AS A CANDIDATE TO FILL AN OPEN POSITION ON THE BOARD OF TRUSTEES OF THE OKLAHOMA MUNICIPAL RETIREMENT FUND (OkMRF) REPRESENTING DISTRICT 5 FOR A FIVE YEAR TERM BEGINNING OCTOBER 1, 2016 THROUGH OCTOBER 1, 2021**

MOTION BY COUNCILOR JOYCE, SECOND BY COUNCILOR NAJERA TO APPROVE RESOLUTION NO. CC-2016-17 AS PRESENTED.

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

9. ORDINANCES

First Reading

a. **<u>ORDINANCE NO. 3341:</u> AN ORDINANCE AMENDING THE STILLWATER CITY CODE, BY AMENDING CHAPTER 23, LAND DEVELOPMENT CODE, ARTICLE XXV, CORRIDOR REDEVELOPMENT AREA PLANNING DISTRICT, BY CREATING SECTION 23-452, PETITION TO ANNEX INTO CORRIDOR REDEVELOPMENT AREA PLANNING DISTRICT**

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR ZANNOTTI TO ADVANCE ORDINANCE NO. 3341 AS PRESENTED.

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

b. **<u>ORDINANCE NO. 3342:</u> AN ORDINANCE AMENDING THE STILLWATER CITY CODE, BY AMENDING CHAPTER 23, LAND DEVELOPMENT CODE, APPENDIX I, FORM BASED CODES, ARTICLE IV, GENERAL PROVISIONS, SECTION 4.4, VEHICLE PARKING PROVISIONS, BY AMENDING SECTION 4.4.2, DESIGN STANDARDS; BY DELETING IN ITS ENTIRETY SECTION 4.4.4, HOW TO CALCULATE SHARED PARKING; BY CREATING NEW SECTION 4.4.4, PARKING REDUCTION FOR SHARED/MIXED USES, AND PROVIDING FOR EXCEPTION**

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR ZANNOTTI TO ADVANCE ORDINANCE NO. 3342 AS PRESENTED.

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

c. **ORDINANCE NO. 3343: AN ORDINANCE AMENDING THE STILLWATER CITY CODE, BY AMENDING CHAPTER 23, LAND DEVELOPMENT CODE, APPENDIX I, FORM BASED CODES, ARTICLE IV, GENERAL PROVISIONS, BY AMENDING AND REPLACING TABLE 13, SUMMARY OF REQUIREMENTS FOR TRANSECT ZONES, BY AMENDING AND REPLACING TABLE 18, PUBLIC FRONTAGES, BY DELETING IN ITS ENTIRETY TABLE 23, THRUWAY STREETS; TABLE 24, MIXED USE STREETS; TABLE 25, VILLAGE STREETS; TABLE 26, CONNECTOR STREETS; TABLE 27, NEIGHBORHOOD STREETS; TABLE 28, WOONERF; AND TABLE 29, LANE; AND BY CREATING NEW TABLE 23, DUCK STREET; TABLE 24, MIXED USE- 100' ROW; TABLE 25, MIXED USE – 80' ROW; TABLE 26, MIXED USE – 75' ROW; TABLE 27, MIXED USE – 66' ROW; TABLE 28, NEIGHBORHOOD – 60' ROW; TABLE 29, NEIGHBORHOOD – 50' ROW; TABLE 30, NEIGHBORHOOD – 45' ROW; TABLE 31, NEIGHBORHOOD – 40' ROW; TABLE 32, NEIGHBORHOOD – 30' ROW; AND TABLE 33, NEIGHBORHOOD – 20' ROW; BY DELETING IN ITS ENTIRETY MAP 3, THOROUGHFARES**

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR JOYCE TO ADVANCE ORDINANCE NO. 3343 AS PRESENTED.

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

Second Reading

a. **ORDINANCE NO. 3339: AN ORDINANCE APPROVING AND ADOPTING THE STILLWATER WEST 51 DEVELOPMENT DISTRICT PROJECT PLAN; DESIGNATING AND ADOPTING PROJECT AREA AND INCREMENT DISTRICT BOUNDARIES; ESTABLISHING A DATE FOR THE CREATION OF INCREMENT DISTRICT NO. TWO, CITY OF STILLWATER; ADOPTING CERTAIN FINDINGS; AUTHORIZING THE CITY OF STILLWATER TO CARRY OUT AND ADMINISTER THE PROJECT PLAN; ESTABLISHING A TAX APPORTIONMENT FUND; DECLARING APPORTIONED FUNDS TO BE SPECIAL FUNDS OF THE CITY OF STILLWATER OR ALTERNATIVE AUTHORIZED ENTITY; AUTHORIZING THE USE OF SALES TAX INCREMENT REVENUES FOR THE PAYMENT OR FINANCING OF CERTAIN PROJECT COSTS; AUTHORIZING THE USE OF OTHER RESOURCES TO PAY FOR OR FINANCE PROJECT COSTS; AUTHORIZING THE STILLWATER ECONOMIC DEVELOPMENT AUTHORITY OR ALTERNATIVE AUTHORIZED ENTITY TO ISSUE APPORTIONMENT NOTES AND CARRY OUT CERTAIN PROVISIONS OF THE PROJECT PLAN; RATIFYING AND CONFIRMING THE ACTIONS, RECOMMENDATIONS AND FINDINGS OF THE REVIEW COMMITTEE AND THE PLANNING COMMISSION; DIRECTING CONTINUING APPORTIONMENT; PROVIDING FOR SEVERABILITY**

MOTION BY COUNCILOR NAJERA, SECOND BY COUNCILOR ZANNOTTI TO ADOPT ORDINANCE NO. 3339 AS PRESENTED.

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-NAY, NAJERA-YEA, ZANNOTTI-YEA, JOYCE-YEA. MOTION CARRIED WITH FOUR YEA VOTES.

b. **ORDINANCE NO. 3340: AN ORDINANCE REZONING TRACTS OF LAND LOCATED AT 506, 510, 514 AND 524 SOUTH LINCOLN STREET FROM RTM, TWO-FAMILY AND MULTI-FAMILY RESIDENTIAL DISTRICT, TO O, OFFICE DISTRICT**

MOTION BY COUNCILOR JOYCE, SECOND BY VICE MAYOR DARLINGTON TO ADOPT ORDINANCE NO. 3340 AS PRESENTED.

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

10. REPORTS FROM OFFICERS & BOARDS

a. Miscellaneous items from the City Attorney: Mr. Dorman reported that notification had been received from the Governor's office that the Charter amendments approved by the voters had been approved by the Governor, filed with the Oklahoma Secretary of State and filed with the Payne County Clerk.
b. Miscellaneous items from the City Manager: Mr. McNickle presented a Stillwater Regional Airport construction update.
c. Miscellaneous items from the City Council: Councilor Zannotti recognized Fleet Superintendent John Maehs and Wastewater Treatment Plant Superintendent Lou Ann Fisher for taking on leadership roles in professional organizations. Vice Mayor Darlington announced the grand opening of the Boomer Lake Park splash pad would be held May 26; thanked the Stillwater Medical Center, Stillwater Community Foundation and Stillwater Masonic Lodge for their donations to Boomer Lake and Southern Woods splash pads; and thanked the City of Stillwater employees who constructed the splash pads. Councilor Najera announced the "Councilor/City Manager Office Hours" to be held on May 17. Councilor Joyce announced "Councilor Office Hours" to be held on May 31. Councilor Najera announced that this is "National Law Enforcement Week". Councilor Najera shared that woonerf is defined as a living street.
   i) Discussion about scheduling items for upcoming meetings

11. QUESTIONS & INQUIRIES

None.

12. APPOINTMENTS

a. Appointments to the Stillwater Library Board, Business Improvement District #1 Advisory Board, & Public Housing Authority Board

MOTION BY MAYOR NOBLE, SECOND BY COUNCILOR NAJERA TO APPOINT WANDA CUNNINGHAM TO THE STILLWATER PUBLIC LIBRARY BOARD FOR A TERM TO EXPIRE MAY 2019.

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

MOTION BY MAYOR NOBLE, SECOND BY COUNCILOR ZANNOTTI TO REAPPOINT SUSIE PRESLEY, KYLE GIBBS, MARSHA FORBES AND JIM MCCOLLUM TO THE BUSINESS IMPROVEMENT DISTRICT #1 ADVISORY BOARD FOR A TERMS TO EXPIRE JANUARY 2019.

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

MOTION BY MAYOR NOBLE, SECOND BY VICE MAYOR DARLINGTON TO APPOINT CONNIE STOKES TO THE PUBLIC HOUSING AUTHORITY BOARD FOR A TERM TO EXPIRE FEBRUARY 2019.

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

13. ADJOURN

MOTION BY COUNCILOR NAJERA, SECOND BY COUNCILOR DARLINGTON TO ADJOURN THE MAY 16, 2016 REGULAR MEETING OF THE STILLWATER CITY COUNCIL.

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

The May 16, 2016 meeting of the Stillwater City Council adjourned at 6:28 p.m.

GINA J. NOBLE, MAYOR
STILLWATER CITY COUNCIL

ELIZABETH CHRZ
CITY CLERK