

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA WAS
POSTED MARCH 29, 2017 AT 4:15 P.M. AT THE MUNICIPAL BUILDING,
723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
APRIL 3, 2017**

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

1. CALL MEETING TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Hannah Hitch, daughter of Water Distribution Supervisor Kelly Hitch, led the audience in the Pledge of Allegiance.

3. PROCLAMATIONS & PRESENTATIONS

a. Grace Hunziker Distinguished Young Woman of Payne County

Mayor Noble proclaimed April 3, 2017 as "Grace Hunziker Day" in the City of Stillwater, Oklahoma. Ms. Hunziker accepted the proclamation and thanked City Council for the honor.

b. Sexual Assault Awareness Month

Mayor Noble proclaimed April 2017 as "Sexual Assault Awareness Month" in the City of Stillwater, Oklahoma. Accepting the proclamation on behalf of Wings of Hope were Executive Director Marie Abraham-Robinson and Sexual Assault Counselor Lauren Najera. On behalf of OSU Police Chief David Altman and Wings of Hope, Ms. Najera read a career summary of OSU Senior Police Officer Leah Storm and congratulated her on the Officer of the Year Award.

c. Autism Awareness Week, April 2-8, 2017

Mayor Noble proclaimed April 2-8, 2017 as "Autism Awareness Week" and April 2, 2017 as "Autism Day" in the City of Stillwater, Oklahoma. Bob Caulfield accepted the proclamation.

d. Fair Housing Month

Mayor Noble proclaimed April 2017 as "Fair Housing Month" in the City of Stillwater, Oklahoma, and urged all citizens to support fair housing throughout the year. City of Stillwater Grants Coordinator Valerie Silvers was on hand to accept the proclamation.

4. CONSENT DOCKET

- a. Lease renewal between City of Stillwater & Oklahoma State Bureau of Investigation for office space on third floor of Municipal Building
- b. Budget amendment to set aside developer payments in lieu of parking construction
- c. Budget amendment to adjust personnel budget to reflect actual payroll distributions
- d. Budget amendment to adjust estimated transfer of sales tax to actual transfer amount
- e. Budget amendment to provide for TSA lease amendment for additional office modifications at Stillwater Regional Airport
- f. Budget amendment to reduce Coca Cola donation fund expenditure budget to match cash available
- g. Budget amendment adjusting the revenue budget to reflect the actual grant reimbursements received in FY17 for Stillwater Regional Airport (CC-17-50)
- h. Budget amendment transferring surplus projected cash balance from Stillwater Regional Airport grants fund to the general fund (CC-17-50)
- i. Budget amendment reducing the budget for gas purchases to equal the projected revenue for fuel sales at Stillwater Regional Airport (CC-17-50)
- j. Budget amendment reflecting transfer in to Stillwater Regional Airport revenue & expenditures fund to bring the projected cash balance at end of FY17 to zero (CC-17-50)
- k. Authorize Emergency Management Office to apply for a state grant to replace emergency storm sirens (CC-17-43)
- l. Authorize Emergency Management Office to apply for a state grant to upgrade the flash flood/rain gauge system (CC-17-44)
- m. Memo to set May 15, 2017 as date for a public hearing to close a utility easement at 1220 W. 12th Avenue & 1120 S. Adams Street
- n. Acceptance of the sewer mains, lift station, force mains, water mains, and easement at Bourbon Street Square development located in the 4400 block of West 6th Avenue (CC-17-47)
- o. Acceptance of the final re-plat of Lot 36, Block 1 and Lot 14, Block 2 of North Tower Park Section 5 (CC-17-49)
- p. Acceptance of corrected temporary construction easement, corrected access easement and corrected electric easement for Western Road Improvement Project
- q. Approve amendment to a Real Estate Exchange Agreement between the City of Stillwater & Oklahoma State University
- r. Approval of minutes: Regular Meeting March 20, 2017
 Regular Meeting March 27, 2017

Mayor Noble requested that Item o. be removed from the Consent Docket.

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR WEDLAKE TO APPROVE THE CONSENT DOCKET EXCLUDING ITEM O.

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

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

Richard Buchanan, 417 S. Orchard, encouraged City Council to consider privatization of Block 34 by sale of property via auction with use restrictions consistent with development of downtown Stillwater and have no park located on it.

Shannon Williams, 823 Oak Ridge, distributed information regarding potential ideas for downtown, which included using shipping containers as retail stores, an art district, housing for veterans, homeless shelters and art walls.

Shirley Weeks, 71 University Circle, encouraged City Council to move forward with ideas for Block 34.

Roger Gose, 1120 E. Connell, asked City Council to pursue public/private partnerships on Block 34 to generate income and activity around this property.

6. ITEMS REMOVED FROM THE CONSENT DOCKET

- o. Acceptance of the final re-plat of Lot 36, Block 1 and Lot 14, Block 2 of North Tower Park Section 5 (CC-17-49)

City Attorney Dorman explained that Item o., Acceptance of the final re-plat of Lot 36, Block 1 and Lot 14, Block 2 of North Tower Park Section 5 (CC-17-49), needed additional attention and would be placed on the April 17, 2017 agenda. No action was taken.

7. PUBLIC HEARINGS

- a. Receive public comment regarding a request for approval of an amendment to Arbor Village, a Planned Unit Development, together with a related Map Amendment to rezone lots under common ownership from the O, Office district to the RT, Residential One and Two-family district (CC-17-48)

Development Services Director Paula Dennison reported that Arbor Village, located at 19th and Western, was platted in 2007 and a replat of the entire subdivision was completed in 2010. The Planned Unit Development (PUD) was approved in 2007 and amended in 2010. The previous approvals included commercial lots along 19th Avenue and the detention basin. The proposed amendment would remove commercial uses from the development plans and replace the lots with residential lots similar to the remainder of the development. Only the lots under common ownership are included in the request. There will be an out lot on the southern and southeastern portion of the lots to remove all designated flood plains from the individual house lots so that owners would not be obligated to carry flood insurance policies on their properties.

Mayor Noble opened the public hearing.

Kelly Harris, Keystone Engineering, 923 S. Lowry, representing the owners, stated the two main goals are to develop the remainder of the property as residential and remove the FEMA flood plain off the lots.

Mayor Noble closed the public hearing

The Planning Commission recommended approval of the amendment to the Preliminary Planned Unit Development and of the related Map Amendment to rezone from the O, Office district to the RT, Residential One and Two-family district by a 5-0 vote.

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR JOYCE TO APPROVE AN AMENDMENT TO ARBOR VILLAGE, A PLANNED UNIT DEVELOPMENT, TOGETHER WITH A RELATED MAP AMENDMENT TO REZONE LOTS UNDER COMMON OWNERSHIP FROM THE O, OFFICE DISTRICT, TO THE RT, RESIDENTIAL ONE AND TWO-FAMILY DISTRICT.

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

- b. Receive public comment regarding a request to close out 16467 CDBG 15 small cities grant (CC-17-45)

Grants Coordinator Valerie Silvers stated that the request is to close out the 2015 CDBG grant which consisted of two projects, Leigh and Hall Drainage Project Phase II and Chester, Fern, & Tucker (Hartford) water lines. The grant was received in the amount of \$188,052.00 and the projects completed with matching funds for a total of \$376,104.00.

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

Staff recommends acceptance of the completed projects and authorization for the Mayor to sign the closeout documents.

MOTION BY COUNCILOR ZANNOTTI, SECOND BY COUNCILOR JOYCE TO ACCEPT THE 16467 CDBG 15 SMALL CITIES PROJECTS AND AUTHORIZE THE MAYOR TO SIGN THE CLOSEOUT DOCUMENTS.

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

8. GENERAL ORDERS

- a. Block 34 concepts & cost estimates (CC-17-46)

Special Projects Director John McClenny presented a proposed phasing plan for Block 34 with cost estimates and financing options based on direction by City Council. The following assumptions were used when preparing the phasing plan:

- This is a conceptual plan
- Each phase can stand alone
- No reconstruction of earlier phases
- Temporary amenities may be brought in during the early phases
- Community Center can serve some of the services

Phase 1: Underground electric; water and sewer; pavilion; sod, irrigation, trees and landscaping
Phase 2: Stage and Duncan Street
Phase 3: Play space
Phase 4: Farmers Market, small café and restrooms

Mr. McClenny shared that the 2005 Core Commercial Districts Master Plan (PUMA Plan) contained all the elements that City Council requested. The PUMA Plan provided cost estimates, which staff adjusted for inflation, and provided financing options. Cost estimates are:

Phase 1: \$ 516,000
Phase 2: \$2,040,000
Phase 3: \$ 420,000
Phase 4: \$1,800,000

Vice Mayor Darlington made the suggestion to move retail/hospitality and restrooms to Phase 1 to generate income; and to use donations and partnerships with private developers as financing options. Councilor Zannotti shared her vision for the greenspace and how it could blend with the retail area downtown, the availability of an entrepreneurship school to assist businesses and a flow of traffic through all of downtown. Councilor Joyce recommended that more thorough planning be done to determine how Block 34 relates to other City planning and that no permanent structures are built until it

is determined how the plans for Block 34 relate to other City plans. Councilor Wedlake expressed that the PUMA Plan was an excellent plan and that paying for another costly plan is not a good use of taxpayer funds. Councilor Wedlake stated that Block 34 would be the catalyst for surrounding blocks if done correctly and would be in favor of moving forward with Phase 1 as presented by staff and at the same time investigating what interest private developers would have in this block. Mayor Noble expressed the need for additional sales tax and sees the area created on Block 34 as an opportunity to draw people downtown and make the area more vibrant. City Manager McNickle stated that the placement of utilities is contingent on the plan presented by Mr. McClenny and financing is contingent upon other occurrences this fiscal year. Discussion occurred regarding a request for proposals, private/public partnerships, use of container buildings, placement of utilities and the need to define City Council's requirements for Block 34. Deputy City Manager/SUA Director Dan Blankenship stated that a firm plan is necessary to properly locate utilities. Staff was tasked with contacting other cities to see how they went about the process of obtaining requests for proposals for similar projects.

MOTION BY COUNCILOR JOYCE, SECOND BY VICE MAYOR DARLINGTON TO TABLE BLOCK 34 CONCEPTS & COST ESTIMATES TO THE APRIL 17, 2017 CITY COUNCIL MEETING.

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

9. RESOLUTIONS

- a. Resolution No. CC-2017-7: A resolution acknowledging City Council authorization and approval for the submission of an application for federal state grant funding to construct taxiway, realign parallel taxiway to RW 17-35, middle third portion of parallel taxiway D, and bypass taxi lane at Stillwater Regional Airport through the FAA AIP Grant 3-40-0090-025-2017 project.

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR ZANNOTTI TO APPROVE RESOLUTION NO. CC-2017-7 AS PRESENTED.

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

10. ORDINANCES

First Reading

- a. Ordinance No. 3362: An ordinance rezoning a tract of land located at 821 North Duck Street from O, Office District, and RT, Residential One and Two-Family District, to CG, Commercial General District

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR JOYCE TO ADVANCE ORDINANCE NO. 3362 AS PRESENTED.

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

Second Reading

- a. Ordinance No. 3360: An ordinance rezoning a tract of land located at 707 East Airport Road from IG, Industrial General District, to CG, Commercial General.

MOTION BY COUNCILOR JOYCE, SECOND BY COUNCILOR WEDLAKE TO ADOPT ORDINANCE NO. 3360 AS PRESENTED.

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

- b. Ordinance No. 3361: An ordinance relating to public health and safety revising the 911 Emergency Number Ordinance, Section 5, Emergency Telephone Service and Fee, thereby maintaining the current five percent user fee established; and declaring an emergency.

MOTION BY VICE MAYOR DARLINGTON, SECOND BY COUNCILOR ZANNOTTI TO ADOPT ORDINANCE NO. 3361 AS PRESENTED.

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

MOTION BY COUNCILOR JOYCE, SECOND BY COUNCILOR WEDLAKE DECLARING ORDINANCE NO. 3361 AN EMERGENCY.

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

11. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from the City Attorney: None.
- b. Miscellaneous items from the City Manager: Mr. McNickle announced that the final meeting for input on the Transportation Enhancement Plan will be April 13 and there is an online form that can be used to submit your ideas.
- c. Miscellaneous items from the City Council: Councilor Zannotti shared that input is needed for the 12th Avenue Land Use Plan and City staff will share information regarding the plan on April 6. Vice Mayor Darlington reminded citizens to register their storm shelter area online with the City. Councilor Joyce encouraged citizens to attend April office hours with City Councilors and staff; times and locations can be found on the City's website. Councilor Wedlake announced that AARP tax aides will be at the Stillwater Public Library through April 18. Vice Mayor Darlington congratulated Stillwater High School students and adult sponsors for another successful SMAC week where they raised \$170,000 to be used for MPower.
 - i) Discussion about scheduling items for upcoming meetings

12. QUESTIONS & INQUIRIES

None.

13. ADJOURN

MOTION BY COUNCILOR JOYCE, SECOND BY VICE MAYOR DARLINGTON TO ADJOURN THE APRIL 3, 2017 REGULAR MEETING OF THE STILLWATER CITY COUNCIL.

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

The April 3, 2017 meeting of the Stillwater City Council adjourned at 7:21 p.m.

GINA J. NOBLE, MAYOR
STILLWATER CITY COUNCIL

ELIZABETH CHRZ
CITY CLERK

DRAFT