

AGENDA  
BOARD OF CITY COMMISSIONERS  
July 6, 2020 AT 6:00 P.M.  
COMMISSION CHAMBERS AT CITY HALL  
16 WEST 9TH STREET  
SHAWNEE, OKLAHOMA

CALL TO ORDER

DECLARATION OF A QUORUM

INVOCATION

FLAG SALUTE

1. Citizens Participation  

(A three minute limit per person)  
(A twelve minute limit per topic)
2. Consider approval of minutes from the June 15, 2020 regular meeting.  
  
RECESS CITY COMMISSION MEETING TO CONVENE SHAWNEE AIRPORT  
AUTHORITY AND SHAWNEE MUNICIPAL AUTHORITY  
  
RECONVENE CITY COMMISSION MEETING
3. Consider a Resolution of Appreciation to Richard Finley, Mayor of the City of Shawnee.
4. Consider a Resolution of Appreciation to Ron Gillham, Sr., Commissioner Ward II of the City of Shawnee.
5. Consider a Resolution of Appreciation to Vice Mayor James Harrod, Commissioner Ward III of the City of Shawnee.
6. Presentation of Resolution of Appreciation and plaques to Mayor Richard Finley, Commissioner Ron Gillham, Sr., and Vice Mayor James Harrod.
7. Swearing in of Mayor Ed Bolt, Ward II Commissioner Bob Weaver, Ward III Commissioner Travis Flood, and Ward IV Commissioner Darren Rutherford.
8. Presentation of Certificates of Election to Mayor Ed Bolt, Ward II Commissioner Bob Weaver, Ward III Commissioner Travis Flood, and Ward IV Commissioner Darren Rutherford.

RECESS FOR OUTGOING AND INCOMING MAYORS AND COMMISSIONERS

RECONVENE

9. Commission Appointment of a Vice Mayor (per Article III, Section 6 of the City Charter.)
10. Consider approval of Consent Agenda:
  - a. Acknowledge the following minutes:
    - Planning Commission Minutes from the March 4, 2020 regular meeting, the May 15, 2020 special called meeting, the May 29, 2020 special called meeting, the June 3, 2020 regular meeting, and the June 19, 2020 special called meeting.
  - b. Approve renewal of the following agreements for Fiscal Year 2020-2021:
    1. Agreement with Gordon Cooper Technology Center (GCTC) for District No. 5 to provide repaving and repair of public roadways and parking lots used by students, faculty, employees and patrons of GCTC.
  - c. Approval of an interlocal agreement between the City of Shawnee and Pottawatomie County for the paving/repair of streets and roads owned by the City.
  - d. Ratification of Mayor's Appointments approved at the June 15, 2020 City Commission meeting regarding term limits for Amy Loftis-Walton and Cami Engles on the Planning Commission as three-year terms expiring June 1, 2023.
  - e. Mayor's Appointments:  
  
Traffic Commission  
John F. (Jack) Barrett      2nd Full Term      Expires: January 1, 2023  
*Reappointment*
  - f. Lake Lease Transfers:  
  
TRANSFERS:  
Lot 5 Seck Tract, 33800 Post Office Neck  
From: James and Susan Ruth  
To: Chris Skillings  
  
Lot 5 Skipper Tract, 16614 Archery Range Road  
From: Macy Oniel  
To: Mike Vinson
11. Consideration of the year-end budget amendments for Fiscal Year 2019-2020, as follows:
  - a. Fund 001 General Fund – End-of-year adjustments including supplementing the revenue of dependent funds, covering increased costs for legal services, adjusting budgeted personnel costs, and reducing contracts to expected amounts.
  - b. Fund 101 Street and Alley Fund – To cover increased electricity bills.
  - c. Fund 104 Economic Development Fund – To provide additional revenue needed to ensure balanced fund.

- d. Fund 106 Hotel/Motel Surcharge Fund – To cover the cost of Visit Shawnee guides, Oklahoma Living guides, and studies to enhance the City of Shawnee’s Tourism Department’s efforts.
  - e. Fund 107 Police Sales Tax Fund – To allow for the complete transfer to the General Fund for the support of the Police Department.
  - f. Fund 108 Fire Sales Tax Fund – To allow for the complete transfer to the General Fund for the support of the Fire Department.
  - g. Fund 190 CDBG (Community Development Block Grant) Grants Fund – Adjusts for small differences in expected expenditure, covers the remaining cost of the Consolidated Plan and outstanding home rehab, and allows for the transfer in of funds for work done with HOME (Home Rehab Program Income Fund) funds.
  - h. Fund 199 Home Rehab Program Income Fund – Transferring funding to the CDBG Grants Fund to cover related expenditures.
  - i. Fund 301 Capital Improvement Fund – To cover the cost of an emergency air conditioning replacement at the Community Center.
  - j. Fund 302 Street Improvement Fund – To adjust for current estimated cost of street maintenance.
  - k. Fund 350 Aquatic Center Fund – To adjust for change in costs and revenue estimates arising from COVID-19 and a shortened pool season.
12. Public hearing and consideration of an ordinance to rezone property located at 419 North Beard Avenue, containing 0.16-acres, from C-4 (Central Business District) to R-1 (Single-family Residential District). Case No. P10-20, Applicant: Theresa Nicoletto.
13. New Business
- (Any matter not known or which could not have been reasonably foreseen prior to the posting of the agenda)
14. Commissioners Comments
15. Adjournment

Respectfully submitted

Lisa Lasyone, CMC, City Clerk

The City of Shawnee encourages participation from its citizens in public meetings. If participation is not possible due to a disability, notify the City Clerk, in writing, at least forty-eight hours prior to the scheduled meeting and necessary accommodations will be made. (ADA 28 CFR/36)

**Regular Board of Commissioners**

**2.**

Meeting Date: 07/06/2020

Minutes

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

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Information

Title of Item for Agenda

Consider approval of minutes from the June 15, 2020 regular meeting.

RECESS CITY COMMISSION MEETING TO CONVENE SHAWNEE AIRPORT AUTHORITY AND  
SHAWNEE MUNICIPAL AUTHORITY

RECONVENE CITY COMMISSION MEETING

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Attachments

Minutes

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**BOARD OF CITY COMMISSIONERS PROCEEDINGS**  
**JUNE 15, 2020 AT 6:00 P.M.**

The Board of City Commissioners of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in Regular Session, Monday, June 15, 2020 at 6:00 p.m., pursuant to notice duly posted as prescribed by law at 2:00 p.m. on June 12, 2020. Mayor Finley presided and called the meeting to order. Upon roll call, the following members were in attendance.

Richard Finley  
Mayor

Ed Bolt  
Commissioner Ward 1

Ron Gillham  
Commissioner Ward 2

James Harrod  
Commissioner Ward 3-Vice Mayor

Darren Rutherford  
Commissioner Ward 4

Mark Sehorn  
Commissioner Ward 5

Ben Salter  
Commissioner Ward 6

ABSENT: None

INVOCATION

Lord's Prayer

FLAG SALUTE

AGENDA ITEM NO. 1:

Citizens Participation  
(A three-minute limit per person)  
(A twelve-minute limit per topic)

Ms. Melissa Dennis stated she was attending on behalf of the Pottawatomie County Commissioners and constituents in Pottawatomie County District One. She explained they are there to assist with the Heart of Oklahoma Exposition Center (Expo) and Spectra. She said they all would like the Expo to succeed and they are available to help in any way possible.

Ms. Dennis also stated Pottawatomie County opened bids to pave a four-mile section of Wolverine Road from Highway 177 to Kickapoo. The last mile is within the City Limits. She expects the work to be completed later this year, after the bid is officially awarded.

Mr. Daniel Matthews spoke regarding the Mayor's Appointments to the Planning Commission. He stated he was a current member of the Planning Commission. He expressed his support for both of the applicants, stating they both bring different and unique perspectives needed on the Planning Commission.

Mr. Rob Morris addressed several areas: 1) Regarding the acknowledgement of the Global Spectrum dba Spectra contract, he referenced Article 3, Section 3.2 of the contract. He asked how it would be voted on and how it had been voted on in the past. He asked who the contract administrator was for the City and if they were performing. 2) Regarding the Mayor's Appointments, Mr. Morris asked if a Commissioner should abstain from voting if they were used as a reference on a board application. 3) Mr. Morris asked if a Commissioner should abstain from voting on anything related to Blue Zones if there is a conflict of interest. 4) Mr. Morris spoke regarding the preservation of the Shawnee Twin Lakes and his opposition to commercialize the area.

AGENDA ITEM NO. 2:

Consider approval of Consent Agenda:

- a. Acknowledge staff will proceed in the instant meeting with the opening and consideration of bids as set forth in Shawnee Airport Authority Agenda Item No. 5.
- b. Minutes from the June 1, 2020 regular meeting and June 8, 2020 special call meeting.
- c. Acknowledge the following reports:
  - License Payment Report for May 2020
  - Project Payment Report for May 2020
- d. Approve renewal of the following agreements for Fiscal Year 2020-2021:
  - 1) Agreement with City of McLoud Public Works Authority for lease of a mower, city property, for maintenance of Wes Watkins Reservoir.
  - 2) Agreement with YMCA for lease of mower, city property, for maintenance of Lions Club Park.

e. Consideration of a contract with Central Disposal for solid waste collection, recycling, and disposal services.

f. Mayor's Appointments:

Planning Commission

Amy Loftis Walton      1<sup>st</sup> Full Term      Expires: June 1, 2024  
*Replaces David Bergsten – Termed Out*

Cami Engles      1<sup>st</sup> Full Term      Expires: June 1, 2024  
*Replaces Robbie Kienzle – Termed Out*

g. Authorize staff to purchase a New Holland Workmaster 120 tractor in the total amount of \$58,473.15, to include warranty costs.

Vice Mayor Harrod asked that Consent Agenda Item No. 2(f) be pulled for separate consideration.

A motion was made by Commissioner Bolt, seconded by Commissioner Rutherford, to approve Consent Agenda Item Nos. 2(a-g), less item 2(f). Motion carried 7-0.

AYE: Bolt, Rutherford, Sehorn, Salter, Gillham, Harrod, Finley

NAY: None

Regarding Consent Agenda Item No. 2(f), Vice Mayor Harrod expressed his opposition regarding the Mayor's Appointments. He asked that this item be deferred until after the Mayoral Election because the four-year term is the same length as the Mayor's term. This will allow the new Mayor to select the applicants.

A motion was made by Vice Mayor Harrod, to defer the Mayor's Appointments to a future meeting, after a new Mayor is elected. Motion fails for lack of a second.

Mayor Finley explained he selected the two applicants because of their experiences and backgrounds. Vice Mayor Harrod expressed his opposition and stated he was opposed to the appointments.

A motion was made by Mayor Finley, seconded by Commissioner Rutherford, to approve Consent Agenda Item No. 2(f). Motion carried 4-2-1.

AYE: Finley, Rutherford, Sehorn, Bolt

NAY: Salter, Harrod

ABSTAIN: Gillham

AGENDA ITEM NO. 3:

Presentation by Animal Control to present the Pet of the Week.

Animal Control Officer Leathers presented Sheba, a female canine available for adoption.

AGENDA ITEM NO. 4:

Administrative Report – The Heart of Oklahoma Exposition Center

Ms. Erin Stevens, General Manager for the Heart of Oklahoma Exposition Center (Expo), provided an update on the maintenance at the Expo over the past year. She detailed what Spectra has done to promote the Exposition Center and events that have been scheduled for the upcoming year. Ms. Stevens then answered questions from the Commissioners.

AGENDA ITEM NO. 5:

Consideration of acknowledgement of the Global Spectrum dba Spectra contract for Fiscal Year 2020-2021 for management services of the Heart of Oklahoma Exposition Center.

City Manager Chance Allison stated this item is acknowledging the continuation of the five-year contract with Global Spectrum dba Spectra for Fiscal Year 2020-2021. He explained there are no additional changes to the contract.

A motion was made by Commissioner Rutherford, seconded by Commissioner Bolt, to acknowledge the Global Spectrum dba Spectra contract for Fiscal Year 2020-2021 for management services of the Heart of Oklahoma Exposition Center. Motion carried 6-1.

AYE: Rutherford, Bolt, Gillham, Finley, Sehorn, Salter

NAY: Harrod

AGENDA ITEM NO. 6:

Consideration of approval of the Final Plat of Wildwood Addition, a 23.88-acre property, located on East 45th Street east of Harrison Avenue and west of Bryan Street. Case No. S07-20, Applicant: Salazar Homes.

Planning Director Rebecca Blaine provided a staff report. She explained this item was deferred from the Special Call Planning Commission meeting held on May 29, 2020. This item was heard before the Planning Commission on June 3, 2020. Mrs. Blaine addressed concerns from residents in the area and explained the engineering company took those into consideration and made necessary adjustments to the plan. She advised that the Planning Commission and Staff recommend approval.

A motion was made by Commissioner Gillham, seconded by Commissioner Sehorn, to approve the Final Plat of Wildwood Addition, a 23.88-acre property, located on East 45th Street east of Harrison Avenue and west of Bryan Street. Motion carried 7-0.

AYE: Gillham, Sehorn, Salter, Bolt, Harrod, Finley, Rutherford

NAY: None

AGENDA ITEM NO. 7:

Consideration of approval of Fiscal Year 2020-2021 budget.

Finance Director Ashley Neel explained there were no significant changes from the public hearing held on June 8, 2020, except additional funding for sidewalks.

A motion was made by Commissioner Rutherford, seconded by Commissioner Gillham, to approve the Fiscal Year 2020-2021 budget. Motion carried 7-0.

AYE: Rutherford, Gillham, Harrod, Finley, Sehorn, Salter, Bolt

NAY: None

AGENDA ITEM NO. 8:

Consideration of a resolution adopting the budget for the City of Shawnee for the period of July 1, 2020 through June 30, 2021 finding all things requisite and necessary have been done in preparation and presentation of budget.

The Finance Director explained this resolution is required to appropriate each fund related to Agenda Item No. 7.

A motion was made by Commissioner Gillham, seconded by Commissioner Bolt, to approve a resolution adopting the budget for the City of Shawnee for the period of July 1, 2020 through June 30, 2021 finding all things requisite and necessary have been done in preparation and presentation of budget.

Resolution No. 6611 was introduced.

A RESOLUTION APPROVING AND ADOPTING THE BUDGET FOR THE CITY OF SHAWNEE, OKLAHOMA FOR THE PERIOD JULY 1, 2020 THROUGH JUNE 30, 2021 FINDING ALL THINGS REQUISITE AND NECESSARY HAVE BEEN DONE IN PREPARATION AND PRESENTATION OF SAID BUDGET.

Motion carried 7-0.

AYE: Gillham, Bolt, Harrod, Finley, Rutherford, Sehorn, Salter  
NAY: None

AGENDA ITEM NO. 9: Acknowledge monthly Sales Tax and Budget Report.

Finance Director Ashely Neel reported sales tax is down \$215,507.00, or 1.14%, over the projected budget year-to-date. She stated that use tax collections are up approximately \$88,830.00, or 3.89%, over the projected budget year-to-date. Ms. Neel noted the budget for the past three months has been adjusted in response to the COVID-19 global pandemic.

AGENDA ITEM NO. 10: New Business (Any matter not known or which could not have been reasonably foreseen prior to the posting of the agenda.)

There was no New Business.

AGENDA ITEM NO. 11: Commissioners Comments

Commissioner Bolt spoke regarding the Spectra contract and the Heart of Oklahoma Exposition Center.

Commissioner Bolt said a peaceful event was held this past Sunday. He thanked the City of Shawnee, Shawnee Police Department, other local Law Enforcement and everyone that was involved. He stated he was proud of the welcoming nature of the community.

Commissioner Bolt stated it has been a privilege to work with everyone on the Commission and he appreciates everyone's hard work.

Commissioner Gillham stated he was honored to serve the last four years and appreciated the opportunity.

Vice Mayor Harrod spoke regarding term limits and extended terms on advisory boards. City Attorney Joe Vorndran advised that per Chapter 22, Article II, Section 22-22 of the City Code, the term limits are for three years. He advised that Ms. Engles and Ms. Loftis-Walton's terms that they were appointed to earlier in the meeting should be three years, expiring in 2023 rather than 2024.

Commissioner Rutherford stated he was proud to see Shawnee hosting a peaceful protest event.

He stated it has been a privilege to work with everyone the last four years. He also encouraged everyone to vote June 30, 2020.

Commissioner Sehorn said he disliked the Commission being split on the standpoint of the Planning Commission.

Commissioner Sehorn expressed his disappointment with Spectra but they have faced historic obstacles with the COVID-19 global pandemic. He expressed the lack of communication to the Commission from Spectra.

Commissioner Sehorn said it has been a pleasure working with everyone on the Commission. He said it will be exciting to see what the new Commission looks like and what direction they take the City. He encouraged everyone to get out and vote.

Commissioner Salter thanked the City of Shawnee Public Works Staff for their hard work during the recent main breaks.

Mayor Finley said he did not mind a split commission because it is important for each Commissioner to express their views. He stated he was proud of the current Commission and their dedication. He expressed his appreciation of serving as Mayor.

Mayor Finley addressed Blue Zones. He stated the City of Shawnee has no affiliation with Blue Zones and explained they are a separate entity. He expressed the importance in dealing with facts of the matter and not propaganda.

AGENDA ITEM NO. 12:

Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (7:08 p.m.)

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RICHARD FINLEY, MAYOR

ATTEST:

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LISA LASYONE, CMC, CITY CLERK

**Regular Board of Commissioners**

**3.**

Meeting Date: 07/06/2020

Finley Resolution

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

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Information

Title of Item for Agenda

Consider a Resolution of Appreciation to Richard Finley, Mayor of the City of Shawnee.

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Attachments

Finley Resolution

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RESOLUTION NO. 6612

A RESOLUTION EXPRESSING APPRECIATION FOR THE OUTSTANDING SERVICE OF RICHARD FINLEY AS MAYOR OF THE CITY OF SHAWNEE, OKLAHOMA; PROVIDING THAT SAID RESOLUTION BE SPREAD UPON THE OFFICIAL RECORDS OF THE CITY OF SHAWNEE, OKLAHOMA; AND PROVIDING THAT A COPY HEREOF BE PRESENTED TO THE SAID RICHARD FINLEY.

WHEREAS, Richard Finley served the City of Shawnee as Mayor from September 6, 2016 through July 6, 2020; and

WHEREAS, the said Richard Finley has demonstrated to be a person of upright character, a good citizen, a friend to many and a worthy representative of the City of Shawnee; and

WHEREAS, the said Richard Finley has helped make many important decisions affecting thousands of lives in this community by taking a positive approach to the many projects set forth before him; lending his mature judgment and experience to those decisions, all the while maintaining a level of unsurpassed integrity; and

WHEREAS, he has been instrumental in the accomplishments of the City that includes economic and cultural development, public safety, on-going street improvement programs, and beautification of the community; and

WHEREAS, it is both fitting and proper for this governing body to officially recognize the said Richard Finley for his dedicated performance of the duties and responsibilities as a member of the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF SHAWNEE, OKLAHOMA, that they hereby express their sincere appreciation and gratitude to Richard Finley for his distinguished service to the City of Shawnee.

BE IT FURTHER RESOLVED that this Resolution be spread upon the official records of the City of Shawnee, Oklahoma, and that a copy hereof be presented to Richard Finley with the desire that he shall continue to contribute his talents and energy to the betterment of the City, and that he shall enjoy much happiness, good health and good fortune in the years to come.

PASSED AND APPROVED this 6<sup>th</sup> day of July, 2020.

CITY OF SHAWNEE, OKLAHOMA  
A MUNICIPAL CORPORATION

\_\_\_\_\_  
JAMES HARROD, VICE MAYOR

SEAL

ATTEST:

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LISA LASYONE, CMC, CITY CLERK

**Regular Board of Commissioners**

**4.**

Meeting Date: 07/06/2020

Gillham Resolution

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

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Information

Title of Item for Agenda

Consider a Resolution of Appreciation to Ron Gillham, Sr., Commissioner Ward II of the City of Shawnee.

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Attachments

Gillham Resolution

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RESOLUTION NO. 6613

A RESOLUTION EXPRESSING APPRECIATION FOR THE OUTSTANDING SERVICE OF RON GILLHAM, SR. AS COMMISSIONER OF WARD TWO OF THE CITY OF SHAWNEE, OKLAHOMA; PROVIDING THAT SAID RESOLUTION BE SPREAD UPON THE OFFICIAL RECORDS OF THE CITY OF SHAWNEE, OKLAHOMA; AND PROVIDING THAT A COPY HEREOF BE PRESENTED TO THE SAID RON GILLHAM, SR.

WHEREAS, Ron Gillham, Sr. served the City of Shawnee as Commissioner of Ward Two from July 18, 2016 through July 6, 2020; and

WHEREAS, the said Ron Gillham, Sr. has demonstrated to be a person of upright character, a good citizen, a friend to many and a worthy representative of the City of Shawnee; and

WHEREAS, the said Ron Gillham, Sr. has helped make many important decisions affecting thousands of lives in this community by taking a positive approach to the many projects set forth before him; lending his mature judgment and experience to those decisions, all the while maintaining a level of unsurpassed integrity; and

WHEREAS, he has been instrumental in the accomplishments of the City that includes economic and cultural development, public safety, on-going street improvement programs, and beautification of the community; and

WHEREAS, it is both fitting and proper for this governing body to officially recognize the said Ron Gillham, Sr. for his dedicated performance of the duties and responsibilities as a member of the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF SHAWNEE, OKLAHOMA, that they hereby express their sincere appreciation and gratitude to Ron Gillham, Sr. for his distinguished service to the City of Shawnee.

BE IT FURTHER RESOLVED that this Resolution be spread upon the official records of the City of Shawnee, Oklahoma, and that a copy hereof be presented to Ron Gillham, Sr. with the desire that he shall continue to contribute his talents and energy to the betterment of the City, and that he shall enjoy much happiness, good health and good fortune in the years to come.

PASSED AND APPROVED this 6<sup>th</sup> day of July, 2020.

CITY OF SHAWNEE, OKLAHOMA  
A MUNICIPAL CORPORATION

\_\_\_\_\_  
RICHARD FINLEY, MAYOR

SEAL

ATTEST:

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LISA LASYONE, CMC, CITY CLERK

**Regular Board of Commissioners**

**5.**

Meeting Date: 07/06/2020

Harrod Resolution

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

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Information

Title of Item for Agenda

Consider a Resolution of Appreciation to Vice Mayor James Harrod, Commissioner Ward III of the City of Shawnee.

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Attachments

Harrod Resolution

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RESOLUTION NO. 6614

A RESOLUTION EXPRESSING APPRECIATION FOR THE OUTSTANDING SERVICE OF JAMES HARROD AS COMMISSIONER OF WARD THREE OF THE CITY OF SHAWNEE, OKLAHOMA; AND VICE MAYOR OF THE CITY OF SHAWNEE, OKLAHOMA; PROVIDING THAT SAID RESOLUTION BE SPREAD UPON THE OFFICIAL RECORDS OF THE CITY OF SHAWNEE, OKLAHOMA; AND PROVIDING THAT A COPY HEREOF BE PRESENTED TO THE SAID JAMES HARROD.

WHEREAS, James Harrod served the City of Shawnee as Commissioner of Ward Three from November 17, 2008 through July 6, 2020; and

WHEREAS, James Harrod served the City of Shawnee as Vice Mayor from September 14, 2012 through July 6, 2020; and

WHEREAS, the said James Harrod has demonstrated to be a person of upright character, a good citizen, a friend to many and a worthy representative of the City of Shawnee; and

WHEREAS, the said James Harrod has helped make many important decisions affecting thousands of lives in this community by taking a positive approach to the many projects set forth before him; lending his mature judgment and experience to those decisions, all the while maintaining a level of unsurpassed integrity; and

WHEREAS, he has been instrumental in the accomplishments of the City that includes economic and cultural development, public safety, on-going street improvement programs, and beautification of the community; and

WHEREAS, it is both fitting and proper for this governing body to officially recognize the said James Harrod for his dedicated performance of the duties and responsibilities as a member of the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF SHAWNEE, OKLAHOMA, that they hereby express their sincere appreciation and gratitude to James Harrod for his distinguished service to the City of Shawnee.

BE IT FURTHER RESOLVED that this Resolution be spread upon the official records of the City of Shawnee, Oklahoma, and that a copy hereof be presented to James Harrod with the desire that he shall continue to contribute his talents and energy to the betterment of the City, and that he shall enjoy much happiness, good health and good fortune in the years to come.

PASSED AND APPROVED this 6<sup>th</sup> day of July, 2020.

CITY OF SHAWNEE, OKLAHOMA  
A MUNICIPAL CORPORATION

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RICHARD FINLEY, MAYOR

SEAL

ATTEST:

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LISA LASYONE, CMC, CITY CLERK

**Regular Board of Commissioners****10. a.**

Meeting Date: 07/06/2020

Minutes

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

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**Information**

Title of Item for Agenda

Acknowledge the following minutes:

- Planning Commission Minutes from the March 4, 2020 regular meeting, the May 15, 2020 special called meeting, the May 29, 2020 special called meeting, the June 3, 2020 regular meeting, and the June 19, 2020 special called meeting.
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**Attachments**

Planning Minutes 03-04-2020

Planning Minutes 05-15-2020

Planning Minutes 05-29-2020

Planning Minutes 06-03-2020

Planning Minutes 06-19-2020

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# REGULAR PLANNING COMMISSION MINUTES

DATE: MARCH 4<sup>TH</sup>, 2020

The Planning Commission of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in the Commission Chambers, at City Hall, 9<sup>th</sup> and Broadway, on Wednesday, March 4<sup>th</sup>, 2020, at 1:30 p.m., pursuant to notice duly posted as prescribed by law.

## **AGENDA ITEM NO.1:**

### **Roll Call**

Upon roll call the following members were present:

**Present:** Deem, Matthews, Walker, Bergsten, Kienzle, Rowell, Melot

**Absent:**

Meeting was called to Order.

## **AGENDA ITEM NO.2:**

### **Consideration of approval of the minutes from the special meeting of the Planning Commission on February 12<sup>th</sup>, 2020**

Chairman Bergsten asked Commissioners for any comments, questions, or a vote. Commissioner Walker made a motion to approve the meeting minutes; seconded by Commissioner Melot.

Motion passed:

**AYE:** Deem, Matthews, Walker, Bergsten, Kienzle, Rowell, Melot

**NAY:**

**ABSTAIN:**

## **AGENDA ITEM NO.3:**

### **Citizens' Participation**

Chairman Bergsten opened the public portion of the meeting and announced that this is an open time for discussion for those with questions on topics not on the Agenda and asked if anyone would like to come forward.

No one came forward and Chairman Bergsten closed the public portion of the meeting.

## **AGENDA ITEM NO.4:**

### **Case #P05-20 – Public Hearing and Consideration of a conditional use permit (CUP) for a bed-and- breakfast for a 2.5-acre property, located at 16405 Hart Road**

**Applicant: Robert & Janet Lindley**

Planning Director Rebecca Blaine presented staff report. She stated the bed and breakfast is in a portion of the existing single-family home that is already located on the property; it would not involve a new structure. She stated there would not be extensive traffic or parking added. She noted the Commission may set conditions on the approval of any conditional use permit. She stated staff recommends approval.

Chairman Bergsten asked Director Blaine if the property was surrounded by trees. Director Blaine confirmed this to be the case. She stated she does not think the bed and breakfast would be a disturbance. Chairman Bergsten stated he did not see a reason to be concerned about lighting or fencing.

Commissioner Walker asked about signage at the gate. Director Blaine stated the City has a permitting process for signage.

Chairman Bergsten asked about the condition on the staff report that states “No additional structures are [to be] erected for the purpose of a bed and breakfast,”. He asked if that would be for any structure or just any structure that is used for the bed and breakfast. Director Blaine stated that condition encapsulates the use of the

bed and breakfast. She stated the applicant would not be able to erect another house on the parcel for the use of a bed and breakfast. She stated the condition would not limit erecting an accessory structure, such as a shed.

Commissioner Matthews asked if a gazebo would be separate from the bed and breakfast. Director Blaine stated that is something they could consider. She stated one could make an argument that that is a joint use and that it could be evaluated on a case-by-case evaluation. Commissioner Matthews stated that would beautify the area. Director Blaine suggested the language of the condition could be edited to say dwelling structure rather than just structure.

Commissioner Walker stated the way the staff report has the condition worded is correct.

Chairman Bergsten stated the applicant would not want to erect anything that is unattractive.

Chairman Bergsten opened the public portion of the meeting and asked if anyone speaking against the item would like to come forward.

No one came forward and Chairman Bergsten asked if anyone speaking in favor of the item would like to come forward. No one came forward and Chairman Bergsten closed the public portion of the meeting.

Chairman Bergsten asked if there were any comments or questions. There were no comments or questions and Chairman Bergsten asked for a motion. Commissioner Walker made a motion to approve the conditional use permit with the condition that no additional structures are erected for the purpose of a bed and breakfast; seconded by Commissioner Deem.

Motion passed:

**AYE:** Deem, Matthews, Walker, Bergsten, Kienzle, Rowell, Melot

**NAY:**

**ABSTAIN:**

**AGENDA ITEM NO.5:**

**Case #P06-20 – Public Hearing and Consideration of a rezoning from C-1 (Neighborhood Commercial) to C-3 (Highway Commercial) for a 0.45-acre property, located at 1332 North Harrison Avenue**

**Applicant: Nelmon Brauning**

Planning Director Rebecca Blaine presented staff report. She stated this application is for the future home of the Red Rock Behavioral Health. She stated they provide mental health counseling services. She noted that this is a corner property and that the applicant is going to combine the lots. She stated this aligns with the 2040 Comprehensive Plan. She stated staff recommends approval of the rezone.

Chairman Bergsten asked if the existing building will be used. Director Blaine stated it would be demolished and a parking lot will go there.

Chairman Bergsten opened the public portion of the meeting and asked if anyone speaking against the item would like to come forward.

No one came forward and Chairman Bergsten asked if anyone speaking in favor of the item would like to come forward. Nelmon Brauning, the applicant, came forward. She passed around brochures to the Commission. She stated the red building will be demolished because the roof is too expensive to repair. She stated there will be about 30 employees. She stated the existing house will be demolished. She stated it will be pretty. Commissioner Deem asked if Red Rock Behavioral Health was on Bell Avenue. Ms. Brauning stated it is a little office for finding Red Rock locations.

Chairman Bergsten asked about inpatient care. Ms. Brauning stated there would be no inpatient care or overnight care. No one else came forward and Chairman Bergsten closed the public portion of the meeting.

Chairman Bergsten asked if there were any comments or questions. There were no comments or questions and Chairman Bergsten asked for a motion. Commissioner Matthews made a motion to approve the rezone; seconded by Commissioner Melot.

Motion passed:

**AYE:** Deem, Matthews, Walker, Bergsten, Kienzle, Rowell, Melot

**NAY:**

**ABSTAIN:**

**AGENDA ITEM NO. 6:**

**Case #P04-20 – Public Hearing and Consideration of a rezoning from R-3 (Multi-Family Residential) to C-2 (Limited Office) and a conditional use permit (CUP) for a medical office, located 300 feet east of the northeast corner of Acme Road and West MacArthur Street**

**Applicant: J Bentley Developments LP**

Planning Director Rebecca Blaine presented staff report. She stated the original application requested C-3 zoning. She stated C-3 allows for heavier uses and C-2 allows for the proposed use with a conditional use permit. She stated the applicant agreed to amend their application to request C-2 zoning. She stated staff recommends approval of the rezone and that it does not compromise the intent of the 2040 Comprehensive Plan.

Chairman Bergsten asked if there is any intent of expanding the apartment complex. Director Blaine stated the Planning Department has not received any submittals regarding this.

Chairman Bergsten opened the public portion of the meeting and asked if anyone speaking against the item would like to come forward.

No one came forward and Chairman Bergsten asked if anyone speaking in favor of the item would like to come forward. The applicant, Justin Ramer, came forward to speak. He stated they want to continue to construct office buildings as they go west along the corridor. He confirmed there are no projects pending on the R-3 zoned land behind this tract of land. He stated they are in talks with the property owner to the east about acquiring that property for higher end duplexes. No one else came forward and Chairman Bergsten closed the public portion of the meeting.

Chairman Bergsten asked if there were any comments or questions. There were no comments or questions and Chairman Bergsten asked for a motion. Commissioner Matthews made a motion to approve the rezone; seconded by Commissioner Walker.

Motion passed:

**AYE:** Deem, Matthews, Walker, Bergsten, Kienzle, Rowell, Melot

**NAY:**

**ABSTAIN:**

**AGENDA ITEM NO.7:**

**Discussion and possible action for consideration of Fiscal Year 2021 initiatives aligning with the 2040 Comprehensive Plan**

Planning Director Rebecca Blaine stated the City is preparing the Fiscal Year 2021 budget. She stated she wanted to discuss ideas she is considering proposing for the fiscal budget. She stated her number one priority is overhauling the Zoning Code and Subdivision Regulations. She noted that the current Zoning Code and Subdivision Regulations are quite old. She also expressed her desire to set up an Arts Commission. Commissioners Deem and Kienzle stated they like the idea of an Arts Commission.

Commissioner Deem stated the City's budget for demolitions should be increased. Director Blaine agreed with this statement. Chairman Bergsten used the Cinderella Hotel as an example of building that could be demolished. Director Blaine stated the City has received bids on that subject. She stated it would cost far more than what the current budget is for demolitions. Commissioner Kienzle asked if the Citizen Pottawatomie Nation would be able to assist with this subject. She stated they have a good relationship with the EPA. Director Blaine was receptive towards this suggestion. Director Blaine stated the City is already spending money on an annual basis on the Cinderella Hotel regarding law enforcement being called over to the property and code enforcement having to secure the property. Commissioner Kienzle stated the EPA can also enlist the Army Corp of Engineers to do the assessment. Chairman Bergsten asked if there are federal grants for this. Commissioner Kienzle stated there are grants for the remediation part of the process.

Commissioner Melot discussed the idea of a discretionary budget for the purpose of finding matching dollars of certain projects. Director Blaine stated she wants a designated grant fund.

Commissioner Melot asked about the budget for code enforcement. She stated there is a disparity in enforcement. Director Blaine stated the Planning Department's code enforcement resources are currently limited. She stated this is something that can be looked at. She also stated that the Planning Department is going to assign boundary areas of the City to the two code enforcement officers.

Commissioner Kienzle asked if the current travel and training budget was large enough. Director Blaine asked Commissioner Kienzle to share any suggestions for conferences. She stated she will be putting together a large budget due to the influx of new staff.

Commissioner Kienzle asked about the technology budget. Director Blaine stated their computers are fine, and the software is archaic.

Commissioner Kienzle asked whether educational materials on bicycling and walking is warranted. Director Blaine stated she is part of the stakeholder's group for the statewide transportation plan and that they have a community review and assessment regarding that subject. She stated Shawnee is ranked in the bottom five on transportation options and multi-modal public options across the nation. She stated the branding and marketing on that is to become a top five in that subject.

Chairman Bergsten asked if there is ongoing effort or plans for the downtown area. Director Blaine stated there is nothing as it relates to the Streetscape or bump outs. She stated the Kickapoo expansion project and that there will be a roundabout at Main & Kickapoo. She stated she does know of any other downtown related projects.

Commissioner Walker asked if the TIF District went to Harrison. Director Blaine stated she was not sure if it does. Commissioner Melot noted there is a significant amount of private investment happening in Downtown. Chairman Bergsten stated while there is a lot of development in the central part of Main Street, the western and eastern ends still have bad looking buildings. Director Blaine stated she intends to create a budget for homelessness resources. Chairman Bergsten expressed concern about the economic impact of homelessness on the Downtown area.

Commissioner Deem asked what is going on with the 9<sup>th</sup> Street Apartments. Director Blaine stated they have not received any submittals regarding that property; however, she stated the owner was dealing with a personal situation that resulted in the asset being legally tied up, and that that is no longer the case. She stated work is being done on this property.

#### **AGENDA ITEM NO.8:**                      **Planning Director's Report**

Planning Director Rebecca Blaine did not have a report.

#### **AGENDA ITEM NO. 9:**                      **Commissioners Comments and/or New Business**

Commissioner Walker stated there is a dumpster on the 300 block of Midland Street placed on the street. Director Blaine stated she will have someone start a case on that. Director of Engineering Michael Ludi stated the foundation was being redone and that the City will find out why work has stopped.

Commissioner Kienzle stated the sidewalks by the middle school are blocked off. She asked if somebody cuts off a route to a school, should they have to provide an alternative route. Mr. Ludi asked if Commissioner

Kienzle was referring to the middle school on Union Avenue. She confirmed that was the case. Mr. Ludi stated he would get with his inspectors on it.

Commissioner Melot stated on Broadway Avenue there is a mattress set that has been laying across the sidewalk for at least three weeks.

Commissioner Deem asked if there was any progress on Shawnee Milling with the wall. Director Blaine stated another letter has been sent to them. Commissioner Deem asked how many letters the Planning Department sends them. Director Blaine stated that is tied back to a limited budget. She stated they try to have the property owner take care of their own property. Commissioner Deem asked Director Blaine what would she do if she had unlimited funds for code enforcement. Director Blaine stated that, if the property owner was given property notice and given a chance to correct the issue by themselves, the City would bid out for contractors, acquire three bids, and then file a lien to their property for the cost of that. She stated the City usually does not get that money back because unless the property owner is intending to sell the property, they do not care about the lien. Mr. Ludi stated work will continue on the Shawnee Milling. He stated the owner has been ill and is now recovering.

Commissioner Melot asked about the lighting at the airport tunnel. Mr. Ludi stated they are waiting on the purchase orders to clear through the City.

Commissioner Kienzle asked if the City does the recycling. Director Blaine stated the City does limited recycling with Central Disposal.

**AGENDA ITEM NO.12:**

**Adjournment**

Meeting was adjourned.



Chairman/Vice-Chairman

Rebecca Blaine, AICP, CNU-A, CFM

Planning Director

# SPECIAL CALLED PLANNING COMMISSION MINUTES

**DATE: MAY 15TH, 2020**

The Planning Commission of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met Via Video Conference on May 15<sup>th</sup>, 2020, at 1:30 p.m., pursuant to notice duly posted as prescribed by law.

## **AGENDA ITEM NO.1:**

### **Roll Call**

Upon roll call the following members were present:

**Present:** Deem, Matthews, Walker, Bergsten, Kienzle, Rowell, Melot

**Absent:** None

Meeting was called to Order.

## **AGENDA ITEM NO.2:**

**Case #P07-20-** Public hearing and consideration of approval of Conditional Use Permit (CUP) for a guest cabin located at 15226 South School Road.

David Bergsten asked for staff report. Rebecca Blaine presented the staff report and recommended approval the following conditions.

1. Guest cabin not to exceed 600 square feet.
2. Guest cabin not to be sublet.
3. Guest cabin to share a common drive with the primary resident.

Bergsten asked for a motion, Commissioner Walker made a motion and seconded by Commissioner Matthews.

Motion carried.

Aye: Walker, Matthews, Deem Bergsten, Kienzle, Melot, Rowell

Nay: None

Abstain: None

## **AGENDA ITEM NO.3:**

### **Planning Director's Report**

Planning Director Rebecca Blaine did not have a formal report. However, she thanked and expresses her appreciation to Bergsten and Kienzle as she announced their term would be ending on June 1<sup>st</sup>.

## **AGENDA ITEM NO. 4:**

### **Commissioners Comments and/or New Business**

No comments or new business.

## **AGENDA ITEM NO.5:**

### **Adjournment**

Meeting was adjourned at 1:47 p.m.



Chairman/Vice-Chairman

Rebecca Blaine, AICP, CNU A, CFM

Planning Director

# **SPECIAL CALLED PLANNING COMMISSION MINUTES**

**DATE: MAY 29TH, 2020**

The Planning Commission of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met Via Video Conference on May 29, 2020, at 1:30 p.m., pursuant to notice duly posted as prescribed by law.

## **AGENDA ITEM NO.1:**

### **Roll Call**

Upon roll call the following members were present:

**Present:** Deem, Matthews, Walker, Bergsten, Kienzle, Melot

**Absent:** Rowell

Meeting was called to Order.

## **AGENDA ITEM NO.2:**

**Case #S03-20-** Public hearing and consideration of approval of a replat of Shawnee Auto Mall Drive east of Kickapoo Street and west of Harrison Avenue.

Applicant: CEC, Inc.

David Bergsten asked for staff report. Rebecca Blaine presented the staff report and recommended approval of the replat.

David Bergsten asked if commissioners had any questions. There were no questions.

Bergsten asked for a motion, Commissioner Melot made a motion to approve and seconded by Commissioner Matthews.

Motion carried.

Aye: Melot, Matthews, Kienzle, Deem, Bergsten, Walker

Nay: None

Abstain: None

## **AGENDA ITEM NO.3:**

**Case #S04-20-** Consideration of approval of a replat of the Preliminary Plat of Belmont Park Commercial II, a 0.87-acre property, located 630' east of the northeast corner of W. MacArthur Street and Acme Road.

Applicant: J. Bentley Developments, LP

David Bergsten asked for staff report. Rebecca Blaine presented the staff report and recommended approval of the replat.

David Bergsten asked if commissioners had any questions. There were no questions.

Bergsten asked for a motion, Commissioner Walker made a motion to approve and seconded by Commissioner Melot.

Motion carried.

Aye: Walker, Melot, Deem, Matthews, Bergsten, Kienzle

Nay: None

Abstain: None

**AGENDA ITEM NO.4:**

**Case #S05-20-** Consideration of approval of a replat of the Final Plat of Belmont Park Commercial II, a 0.87-acre property, located 630' east of the northeast corner of W. MacArthur Street and Acme Road.

Applicant: J. Bentley Developments, LP

David Bergsten asked for staff report. Rebecca Blaine presented the staff report and recommended approval of the final plat.

David Bergsten asked if commissioners had any questions. There were no questions.

Bergsten asked for a motion, Commissioner Deem made a motion to approve and seconded by Commissioner Matthews.

Motion carried.

Aye: Deem, Matthews, Walker, Bergsten, Kienzle, Melot

Nay: None

Abstain: None

**AGENDA ITEM NO.5:**

**Case #S06-20-** Consideration of Preliminary Plat of the for Wildwood Addition (formerly Woodsong Section 3) a 23.88-acre property. Located on E. 45<sup>th</sup> Street east of Harrison Avenue and west of Bryan Street.

Applicant: Salazar Homes

David Bergsten asked for staff report. Rebecca Blaine presented the staff report and recommended approval of the Preliminary Plat.

Commissioner Deem had a concern and questioned the traffic increase and couldn't remember if it was discussed before. Rebecca explained it may not have been as a big of an issue, and with the sales tax increase that was passed a few years ago there is consideration about widening 45<sup>th</sup> St. And this development will help justify and prioritize the widening. Rebecca Blaine said she would mention the traffic issue to City Council at the next meeting, so it is at the forefront.

David Bergsten asked if commissioners had any questions. There were no questions.

Bergsten asked for a motion, Commissioner Matthews made a motion to approve and seconded by Commissioner Walker.

Motion carried.

Aye: Matthews, Walker, Deem, Bergsten, Kienzle, Melot

Nay: None

Abstain: None

**AGENDA ITEM NO.6:**

**Case #S07-20-** Consideration of approval of the Final Plat for Wildwood Addition a 23.88-acre property. Located on E. 45<sup>th</sup> Street east of Harrison Avenue and west of Bryan Street.

Applicant: Salazar Homes

David Bergsten asked for staff report and asked if there is anything different. Rebecca Blaine said there will be sidewalks with this project. And hopes to see sidewalks incorporated back into the code. Deem thought sidewalks were still part of the developments process, so Rebecca discussed sidewalk process in the past, present and how she hopes for the future having a new regulation recommended to the city commission. Matthews expressed water drainage issues for the area. Rebecca said the applicants were invited to attend the meeting, and if the planning commission wants to defer this agenda item, they can ask for a representative to explain their plan for the water issue.

Bergsten asked for a motion, Commissioner Deem made a motion to defer until the next meeting and seconded by Commissioner Walker.

Motion carried.

Aye: Deem, Walker, Matthews, Bergsten, Kienzle, Melot

Nay: None

Abstain: None

**AGENDA ITEM NO.7:**

**Planning Director's Report**

Planning Director Rebecca Blaine told the commission that the City of Shawnee would be back to regularly scheduled in-person meetings. She thanked and expresses her appreciation once again to Bergsten and Kienzle as she announced their term would be ending. She shared she passed her CNU test. The commissioners congratulated Rebecca and expressed appreciation.

**AGENDA ITEM NO.8:**

**Commissioners Comments and/or New Business**

Bergsten thanked everyone for the other commissioners for serving on the board. Kienzle also expressed how she feels like there have been great improvements made. Everyone agreed. Melot asked how the vacant positions would be filled. Rebecca said 5 candidates send in interest in filling the seats, appointed by the mayor. Melot expressed concern with the bridge lights at the Airport trails and the grass upkeep also. Rebecca will get an update on the lights. Deem wanted discussion on a demolition status on a house at the corner of Tucker and 10<sup>th</sup> St. Rebecca talked about the new budget and demolitions. Commission decided to stay with deferment on the Wildwood Addition after the applicant showed up late.

**AGENDA ITEM NO.9:**

**Adjournment**

Meeting was adjourned at 2:10 p.m.



Chairman/Vice Chairman

Rebecca Blaine, AICP, CNU A, CFM

Planning Director

## REGULAR PLANNING COMMISSION MINUTES

**DATE: June 3rd, 2020**

The Planning Commission of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in the Commission Chambers, at City Hall, 9<sup>th</sup> and Broadway, on Wednesday, June 3rd, 2020, at 1:30 p.m., pursuant to notice duly posted as prescribed by law.

### **AGENDA ITEM NO.1:                      Roll Call**

Upon roll call the following members were present:

**Present:** Deem, Matthews, Melot, Walker

**Absent:** Rowell

Meeting was called to Order.

### **AGENDA ITEM NO.2:                      Consideration and approval of the minutes from the last meeting to be tabled until a regular scheduled meeting.**

### **AGENDA ITEM NO.3:                      Citizens' Participation**

Commissioner Walker opened the public portion of the meeting and announced that this is an open time for discussion for those with questions on topics not on the Agenda and asked if anyone would like to come forward.

No one came forward and Commissioner Walker closed the public portion of the meeting.

### **AGENDA ITEM NO.4:                      Case #S07-20- Consideration of approval of the Final Plat for Wildwood Addition a 23.88-acre property. Located on E. 45<sup>th</sup> Street east of Harrison Avenue and west of Bryan Street.**

Applicant: Salazar Homes

Commissioner Walker asked for staff report. Rebecca Blaine presented the staff report and mentioned the concerns commissioners had in reference to the drainage and detention issues, and recommended approval of the replat. Mr. Harrison, a representative of Salazar Homes attended the meeting and addressed all questions planning commissioners had. After some discussion on making changes to the subdivision regulations in the area of Rebecca said until the changes are made as requirements, she could write a letter of encouragement to add a walking track and a larger green space/common area that Commissioner Melot mentioned.

Commissioner Walker asked for a motion, Commissioner Melot made a motion to approve the final plat with the changes being made with the drainage and detention issue. The seconded motion was made by Commissioner Matthews.

Motion carried.

Aye: Walker, Melot, Deem, Matthews

Nay: None

Abstain: None

**AGENDA ITEM NO.5:**

**Planning Director's Report**

Planning Director Rebecca Blaine didn't have anything new to report to the commission.

**AGENDA ITEM NO.6:**

**Commissioners Comments and/or New Business**

Short discussion on the swearing in of new Planning Commissioners at a special called meeting on Friday June 19<sup>th</sup> at 3:30 p.m.

**AGENDA ITEM NO.7:**

**Adjournment**

Meeting was adjourned at 1:55 p.m.



Chairman/Vice Chairman

Rebecca Blaine, AICP, CNU A,CFM

Planning Director

## **SPECIAL CALLED PLANNING COMMISSION MINUTES**

**DATE: June 19<sup>th</sup> , 2020**

The Planning Commission of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in the Commission Chambers, at City Hall, 9<sup>th</sup> and Broadway, on Friday, June 19<sup>th</sup>, 2020, at 3:30 p.m., pursuant to notice duly posted as prescribed by law.

### **AGENDA ITEM NO.1:                      Roll Call**

Upon roll call the following members were present:

**Present:** Deem, Matthews, Melot

**Absent:** Rowell & Walker

Meeting was called to Order.

### **AGENDA ITEM NO.2:                      Swear in new commissioners- Amy Loftis-Walton and Cami Engles**

Amy Loftis-Walton was sworn in as Planning Commissioner. Cami Engles was sworn in as Planning Commissioner.

### **AGENDA ITEM NO.3:                      Nomination, discussion on electing Planning Chairperson**

A motion was made by Melot to elect Daniel Matthews who accepted to nomination.

Motion passes:

**AYE:** Matthews, Engles, Walton, Melot

**NAY:**

**ABSTAIN:**

### **AGENDA ITEM NO.4:                      Nomination, discussion on electing Planning Vice-Chairperson**

A motion was made by Matthews to elect Cody Deem who accepted to nomination.

Motion passes:

**AYE:** Matthews, Engles, Walton, Melot

**NAY:**

**ABSTAIN:**

**AGENDA ITEM NO.5:**

**Planning Director's Report**

Planning Director Rebecca Blaine didn't have a formal report. She did welcome Engles and Walton to the Planning Commission and thanked each of them for serving the community.

**AGENDA ITEM NO.6:**

**Citizens' Participation**

The public portion of the meeting was opened and announced that this is an open time for discussion for those with question on topics not on the Agenda. No business was addressed.

**AGENDA ITEM NO.7:**

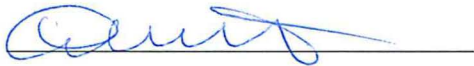
**Commissioners Comments and/or New Business**

Short discussion on the swearing in of new Planning Commissioners at a special called meeting on Friday June 19<sup>th</sup> at 3:30 p.m.

**AGENDA ITEM NO.8:**

**Adjournment**

Meeting was adjourned at 1:43 p.m.



Chairman/Vice Chairman

Rebecca Blaine, AICP, CNU A, CFM

Planning Director

**Regular Board of Commissioners**

**10. b. 1.**

Meeting Date: 07/06/2020

Agreement

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

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Information

Title of Item for Agenda

Agreement with Gordon Cooper Technology Center (GCTC) for District No. 5 to provide repaving and repair of public roadways and parking lots used by students, faculty, employees and patrons of GCTC.

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Attachments

GCTC Agreement

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## INTERLOCAL COOPERATION AGREEMENT

THIS AGREEMENT made and entered into this 1st day of July, 2020 by and between the City of Shawnee, Oklahoma, hereinafter referred to as "City" and Gordon Cooper Technology Center District No. 5, hereinafter referred to as "GCTC".

### WITNESSETH:

PURPOSE: The purpose of this agreement is to provide for repair of public roadways and parking lots used by students, faculty, employees and patrons of GCTC. The City shall provide labor and equipment only, and GCTC shall pay for all required materials.

TERM: The term of this agreement shall be for a period of one (1) year commencing on the 1<sup>st</sup> day of July, 2020 and ending on the 30<sup>th</sup> day of June, 2021, and this agreement may be renewed for additional successive periods of one (1) year commencing upon the expiration of the original term hereof upon the consent of both parties; provided that any such renewal shall be in accordance with then established federal, state and local laws and regulations.

ADMINISTRATION: This agreement shall be administered by the City Manager of Shawnee or his designees, and the Superintendent of GCTC or his designees. These representatives shall be responsible for administering this agreement and shall have the authority to determine the resolution of disputes. GCTC will provide the City with a schedule of the work to be performed under this agreement, which said work shall be performed subject to the availability of the City workforce and secondarily to the needs of the City. The City Manager may receive from GCTC periodic recommendations and suggestions as to the needs of GCTC. These recommendations shall be submitted by the Superintendent of GCTC or his designees. The GCTC Superintendent may receive from the City periodic recommendations and suggestions as to the needs of the City. These recommendations shall be submitted by the City Manager or his designees.

CONSIDERATION: In consideration for this agreement, GCTC agrees to provide the City with educational services and training for City employees in subject matter normally available at GCTC's Adult Training and Development Department and/or Industry Specific Department as requested from time to time by the City. GCTC shall provide instruction only, and the City shall pay for all required materials and/or supplies to complete the training.

LIABILITY: Each party shall assume and be responsible for any liability or the costs of litigation arising from the provision of its particular services.

TERMINATION: This agreement shall be subject to termination upon written notification by either party to the other party upon ten (10) days notice.

IN WITNESS WHEREOF, the parties have hereunto affixed their official signatures on the date first above written.

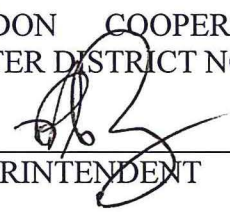
THE CITY OF SHAWNEE, OKLAHOMA  
A MUNICIPAL CORPORATION

\_\_\_\_\_  
CHANCE ALLISON,  
CITY MANAGER

(SEAL)  
ATTEST:

\_\_\_\_\_  
LISA LASYONE, CMC, CITY CLERK

GORDON COOPER TECHNOLOGY  
CENTER DISTRICT NO. 5

  
\_\_\_\_\_  
SUPERINTENDENT

6/9/2020

ATTEST:

\_\_\_\_\_  
SECRETARY

Approved as to form and legality on this \_\_\_\_\_ day of \_\_\_\_\_, 2020

\_\_\_\_\_  
JOSEPH M. VORNDRAN,  
CITY ATTORNEY

**Regular Board of Commissioners**

**10. c.**

Meeting Date: 07/06/2020

Interlocal Agreement

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

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Information

Title of Item for Agenda

Approval of an interlocal agreement between the City of Shawnee and Pottawatomie County for the paving/repair of streets and roads owned by the City.

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Attachments

Interlocal Agreement

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## INTERLOCAL AGREEMENT

WHEREAS, the City of Shawnee (hereinafter "City"), a municipal corporation and governmental agency within the State of Oklahoma, desires to enter into this Agreement ("hereinafter" Agreement") with the Pottawatomie County Commissioners on behalf of the County of Pottawatomie, a governmental agency, (hereinafter "County"), regarding the paving/repair of street(s) and roads owned by the City (hereinafter "Streets), and in consideration of the mutual benefit of the parties and for good and valuable consideration, the parties do hereby agree as follows, to wit:

WHEREAS, the City, acting in the best interests of the community and recognizing the general community benefit from the use of the County to provide paving/repair of streets and/or roads within the City for the betterment of the City, desires to allow the County to provide paving/repair at their discretion, that serves the citizens of the County and the City.

WHEREAS, the City recognizes that it has limited funds and staff to provide these services and has determined that its available funds may be most efficiently administered by contracting for this service with the County pursuant to the Interlocal Cooperation Act, 74 O.S., section 101 *et seq.*

WHEREAS, the City recognizes that street and/or road paving and/or repair is in need and is in need of the County to provide the paving and/or repair at their discretion for the benefit of the City and for use of the County.

WHEREAS, the City shall provide the streets and/or roads and manage the streets and/or roads in accordance with the Agreement and the parties also agree that no funds or transfers in lieu of funds concerning street and/or road paving and/or repair of these streets shall accrue directly or indirectly to the benefit of any private individual.

WHEREAS, the City and County agree that the City solely responsible for all upkeep, repairs, alterations, additions, or improvements of the streets and/or roads after repairs and will hold the County harmless from any liability from same.

WHEREAS, the City and County agree that the City shall be responsible for compliance with all local zoning ordinances and other applicable state and federal mandates regarding the street and/or road paving and/or repair and will hold the County harmless from any liability from same.

(1)

WHEREAS, the City and County agree that the City shall not allow the streets/roads to be used in any manner to further assist any plan or program of an organization that discriminates in violation of any applicable state and federal anti-discrimination laws, and shall hold the County harmless from any liability from same.

WHEREAS, the City and County agree that County shall have no financial obligations and the City shall hold the County harmless from any financial liability, express or implied, arising out of the County's providing the services.

WHEREAS, the City and County agree that the County shall secure and maintain a general liability insurance policy covering single or multiple persons injured during the County's paving and/or repair process and the County shall hold the City harmless from any liability arising from such personal injuries or claims arising from the repairs. The City shall assume liability for injuries by persons that use these designated areas after the County completes the paving/repairs. The City shall assume liability for injuries by persons that use these designated streets/roads after the County completes the services.

**WITNESSETH:**

ARTICLE 1. Parties. THIS Agreement shall begin on date set forth at the end of this Agreement for the that street and/or road paving and/or repair in the City of Shawnee.

ARTICLE 2. State of Repair. The City agrees to maintain the streets/roads in a good state of repair, ordinary wear and tear excepted. Maintaining the Street(s) and/or Road(s) is solely and completely the responsibility of the City of Shawnee. The County is not assuming this responsibility and can withdraw the agreement to assist the City of Shawneewith street, road paving and/or repair at any time.

ARTICLE 3. Entire Agreement This Agreement represents the whole of the agreement between the parties and may not be altered or amended except in writing signed and executed by both. There are no other agreements, oral or written, precedent or contemporaneous. This Agreement shall be enforced under the laws of the State of Oklahoma.

(3)

This Agreement is entered into for good and sufficient consideration and both parties have executed the same of their own free will and for their mutual benefit and by the execution of the signatures of the duly authorized representatives of the respective parties hereto represent that the consideration is sufficient to bind them during the term of the Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on the  
15 day of June, 2020.

CITY OF SHAWNEE, OKLAHOMA

By: \_\_\_\_\_  
Mayor

Pottawatomie County Commissioners

By: Melissa Jenkins  
Chairman

[Signature]  
Commissioner

[Signature]  
Commissioner

ATTEST:

\_\_\_\_\_  
CITY CLERK

Alana Coon, Deputy  
COUNTY CLERK



**Regular Board of Commissioners****10. e.**

Meeting Date: 07/06/2020

Mayor's Appointments

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

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**Information**

Title of Item for Agenda

Mayor's Appointments:

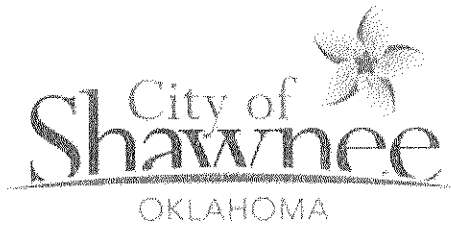
**Traffic Commission**

John F. (Jack) Barrett      2<sup>nd</sup> Full Term      Expires: January 1, 2023  
*Reappointment*

---

**Attachments**J. Barrett

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APPLICATION TO SERVE

*Boards, Committees and Commissions*

- ☐ Appointment  
☐ Reappointment – Partial/First/Second Term

|                                                             |                                        |
|-------------------------------------------------------------|----------------------------------------|
| Name: <u>John F. (Jack) Barrett</u>                         | Application Date: <u>June 15, 2020</u> |
| Address: <u>1425 E Bradley St</u>                           | Date of Birth: <u>11 May, 1970</u>     |
| Mailing Address: <u>1425 e Bradley St Shawnee, OK 74804</u> |                                        |
| Daytime Phone: <u>405-802-2264</u>                          | Fax: _____ Email: _____                |
| Profession: <u>Self Employed</u>                            |                                        |
| Business Name: _____                                        |                                        |
| Business Address: _____                                     |                                        |
| Business Phone: _____                                       | Fax: _____ Email: _____                |

Do you live within the City Limits of the City of Shawnee? Yes ☐ No ☐

Do you currently serve on a City board, committee or commission? Yes ☒ No ☐

If so, please list the board/committee: Traffic Commission

How many years have you lived in Shawnee? 40

Select the Board/Committee/Commission you are interested in serving on: (please check)

|                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Airport Advisory Board<br><input type="checkbox"/> Beautification Committee<br><input type="checkbox"/> Board of Adjustment (Zoning)<br><input type="checkbox"/> Civic and Cultural Development Authority<br><input type="checkbox"/> Community Service Contract Review Committee<br><input type="checkbox"/> Housing Authority<br><input type="checkbox"/> Library Board | <input type="checkbox"/> Oklahoma Baptist University Trust Authority<br><input type="checkbox"/> Parks and Recreation Committee<br><input type="checkbox"/> Planning Commission<br><input type="checkbox"/> Senior Citizens of Shawnee Board<br><input type="checkbox"/> Shawnee Hospital Authority<br><input type="checkbox"/> Shawnee Urban Renewal Authority<br><input checked="" type="checkbox"/> Traffic Commission<br><input type="checkbox"/> Other |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Why are you interested in serving on the Board/Committee/Commission selected above?

I would like to assist City staff and the City Government improve and maintain our community.  
 \_\_\_\_\_  
 \_\_\_\_\_

Revised July 12, 2019

What will make you a good board member and what skills or knowledge do you have that would be relevant to this board/committee/commission?

Commercial and residential construction and development experience. Extensive community involvement.

What civic or volunteer activities (if any) are you currently involved in?

Boy Scouts of America - District Chair Mabee-Gerrer Museum Board of Trustees - Governance Committee Chair

List education, including degree(s) earned:

Shawnee High School - Diploma 1988

East Central University - BA Criminal Justice 1996

Have you ever served on a City-appointed board/committee/commission before? If so, which ones and for how long did you serve?

Yes, Airport Advisory Board - 6 years Traffic Commission - 3 years

Have you ever been charged and/or convicted of a felony? No

If so, please explain the circumstances and the current status of the charge(s) and/or conviction(s):

Have you ever declared personal or business bankruptcy? No

If so, please explain:

Please include up to three personal or professional references:

| Name                      | Relationship | Telephone Number |
|---------------------------|--------------|------------------|
| Vice Chairman Linda Capps | Friend       | 405-650-1238     |
| Mr Ruben Peltier          | Cousin       | 405-410-2647     |
| Dr Paul Hammond           | Friend       | 405-323-9254     |

PLEASE READ CAREFULLY:

Appointment by the Commission is for one term and individuals may not serve more than two consecutive full terms. Appointment to a second term remains at the discretion of the City Commission.

My signature affirms that all information contained herein is true to the best of my knowledge, and that I understand that any misstatement of fact or misrepresentation of credentials may result in disqualification from further consideration.

Signature



Date

7-15-20

Revised July 12, 2019

**Regular Board of Commissioners**

**10. f.**

Meeting Date: 07/06/2020

Lake Leases

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

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Information

Title of Item for Agenda

Lake Lease Transfers:

**TRANSFERS:**

Lot 5 Seck Tract, 33800 Post Office Neck

From: James and Susan Ruth

To: Chris Skillings

Lot 5 Skipper Tract, 16614 Archery Range Road

From: Macy Oniel

To: Mike Vinson

---

Attachments

C. Skillings

M. Vinson

---



**City of Shawnee**  
**Community Development Department**  
222 N. Broadway  
Shawnee, OK 74801  
(405) 878-1665 Fax (405) 878-1587  
[www.ShawneeOK.org](http://www.ShawneeOK.org)

**SHAWNEE TWIN LAKES CABIN SITE LEASES  
SUMMARY/INSPECTION REPORT – FOR RENEWALS/TRANSFERS**

|                                                              |                                                                                                     |
|--------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| <b>Date: 6/29/2020</b>                                       | <b>License No. 033937</b>                                                                           |
| <b>Type</b>                                                  | <input type="checkbox"/> Renewal <input checked="" type="checkbox"/> Transfer <i>(Fee: \$1,000)</i> |
| <b>Commission Meeting Date</b>                               | 6/01/20                                                                                             |
| <b>Property Address</b>                                      | 33800 POST OFFICE NECK SHAWNEE, OK 74801                                                            |
| <b>Lake Site Location</b>                                    | LOT 5 SECK TRACT                                                                                    |
| <b>Lease Dates</b>                                           | 7/6/20 TO 7/5/50                                                                                    |
| <b>Lease Fee (changes annually)</b>                          | 731.00                                                                                              |
| <b>Inspection Fee</b>                                        | \$75.00    Applicable: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No          |
| <b>Lessee (Transfer To)</b>                                  |                                                                                                     |
| <b>Name(s)</b>                                               | CHRIS SKILLINGS                                                                                     |
| <b>Address</b>                                               | SEE FILE                                                                                            |
| <b>Phone</b>                                                 | SEE FILE                                                                                            |
| <b>Current Lessee (Transfer From)</b> <i>(if applicable)</i> |                                                                                                     |
| <b>Name(s)</b>                                               | JAMES AND SUSAN RUTH                                                                                |
| <b>Address</b>                                               | SEE FILE                                                                                            |
| <b>Phone</b>                                                 | SEE FILE                                                                                            |
| <b>Inspection Information</b>                                |                                                                                                     |
| <b>Inspection Required</b>                                   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                                 |
| <b>DEQ Report on File</b>                                    | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                                 |
| <b>Type of Septic System</b>                                 | <input checked="" type="checkbox"/> Conventional <input type="checkbox"/> Aerobic                   |
| <b>Last Inspected/Pumped</b>                                 | 08/09/2017                                                                                          |
| <b>Misc. Comments</b>                                        | <b>Total Charges Paid: \$ 1806.00</b>                                                               |

**PLEASE READ CAREFULLY**

THIS LEASE IS NOT TRANSFERABLE AND IS SUBJECT TO CANCELLATION BY THE CITY FOR ANY VIOLATIONS OF THE TERMS THEREOF AS MORE SPECIFICALLY SET FORTH IN SECTION 16-326 OF THE SHAWNEE MUNICIPAL CODE:

**CABIN SITE LEASE  
LEASE# 033937**

STATE OF OKLAHOMA, POTTAWATOMIE COUNTY, SS:

This Lease made and entered into in duplicate this date of JULY 6, 2020 by and between the CITY OF SHAWNEE, a municipal Corporation, PARTY OF THE FIRST PART, and

CHRIS SKILLINGS  
of 2933 S POTTAWATOMIE RD HARRAH OK 73045 ,

of ,  
PARTY OF THE SECOND PART.

WITNESSETH: That the first party in consideration of the sum of \$ 731.00 dollars for 2020, does hereby acknowledge receipt of the applicable rental fee, and other good and valuable considerations, does by these presents demise, lease and let unto the second party the following described real estate situated on, and a part of the site, owned by the first party as a City Reservoir and known as Shawnee Twin Lake No. 1, in the County of Pottawatomie State of Oklahoma, to-wit:

**33800 POST OFFICE NECK**

TO HAVE AND TO HOLD SAME UNTO the second party for a term of thirty (30) years from the date hereof.

IT IS FURTHER mutually understood and agreed by and between the parties hereto as follows:

The said party of the second part shall and will and does hereby agree to pay to the first party annual lease payments as set forth in "Exhibit A", payable yearly in advance. The City shall retain the right to adjust the lease rate schedule at the termination of the original 30-year lease or at such time that a transfer is approved in accordance with Section 16-321 of the Shawnee Municipal Code (hereafter "SMC").

That at the expiration of the primary term hereof, the lessee shall have the right and option to renew said lease for an additional period of thirty (30) years under the terms and

conditions set forth in Section 16-321 SMC. There is no limit to the number of times a lease can be renewed.

The premises of all lots leased by the City shall at all times be kept clean and maintained in a sanitary condition by the lessee. There is a 25-foot lakeshore buffer that extends landward of the ordinary high water mark on all leased lots for the purpose of watershed protection. This area shall not be used by the general public, except during an emergency situation. Within this buffer, leaseholders are encouraged to preserve existing native vegetation. Docks and other approved structures may be located within the buffer area. Fertilizers and other chemicals shall not be used within the buffer area. All other applicable City regulations and rules apply

That in addition to the possession of the property so leased, the lessee shall have the right and privilege of a site for a boat house and boat dock on the land owned by the City adjoining and immediately in front of a lot leased, which said boat house shall be erected and maintained by and at the cost of the lessee on ground not to exceed an area of thirty (30) feet by thirty (30) feet, which said boat house shall never be used as a place of human habitation, and which said boat house or boat dock shall conform to the provisions of Section 16-325 SMC, and that said boat dock or boat house shall be the private property of the lessee, who shall have the right of ingress and egress to and from the same, subject to the rights of the public as set forth herein. The lessee shall agree to keep said lot and boat house and dock in a clean and sanitary condition, and to maintain the same in a safe condition, and the City as lessor shall in no manner be liable to lessee for any damages suffered by lessee to said lot or boat house or dock, or the improvements thereon on account of the rise and fall of the water line of said lake, or for the enlargement or decrease by the City of the size of said lake, or on account of any rule or regulation that may hereafter be adopted by lessor, governing the regulations of said lake, and lessee agrees to hold the lessor free and harmless from all damages suffered by him or by any other person, on account of personal injuries or loss of property that may incur upon said lot, boat house or boat dock.

That the lessee agrees to lease the premises **AS IS** from the lessor with the knowledge and understanding that the lessor does not guarantee access to lots. Should the Lessee determine that an access road is necessary to reach his/her lot from a road already in existence, lessee agrees to use his/her own funds to create said access road. Lessee further agrees that upon access road completion it shall not be a private road, but rather, will be available for public use, including, but not limited to, allowing neighbor lots to connect to it to improve access to their lots or to allow joint access to bordering lots upon the one access road. The location of any access road to be constructed by the lessee must be approved by the City Engineer of the City of Shawnee prior to the beginning of construction.

That should the lessee construct any building or other structure, said construction will be in accordance to City of Shawnee development regulations. Lessee agrees that prior to commencing construction on any structure on the leased premises he/she will obtain an approved building permit from the City.

That lessee is solely responsible for determining the flood elevation on the leased premises and is required to satisfy lessor that prior to any construction on the leased premises the

determination of the flood elevation has been done correctly and that any structure or building to be constructed on the leased premises be above the flood elevation. **LESSOR EXPRESSLY MAKES NO WARRANTIES OR REPRESENTATIONS AS TO SAFETY FROM FLOODING ON THE LEASED PREMISES AND LESSEE EXPRESSLY RELEASES THE LESSOR FROM ANY LIABILITY DUE TO FLOOD DAMAGE, BOTH PERSONAL AND PROPERTY, OCCURRING ON THE LEASED PREMISES FROM ANY CAUSE OR CONDITION.**

That all sanitary facilities to be constructed on the premises shall be wholly contained on the leased premises. Sanitary facilities, include, but are not limited to, septic tanks and lateral lines.

All septic systems and waste disposal systems on leased lake lots shall be inspected and subject the standards set forth in Chapter 16 SMC. The leaseholder shall have sixty (60) days to correct any defects found in the system. Corrections not made within the allotted time shall be grounds for the City to cancel the lease of the leaseholder.

That no lease shall be assigned or sublet, but lessee may at any time during the term of his/her lease, sell and transfer to other parties the improvements on the lot leased by him/her.

That in the event of the sale of the improvements by the lessee, the transfer shall not become effective until approved by the Board of Commissioners of the City of Shawnee at a regular or adjourned meeting held for that purpose and the City as lessor reserves the right to reject and disapprove any transfer when in its opinion it would be to the best interests of the City and its inhabitants to do so. If the transfer is approved, a new lease shall be entered into between the purchaser and the City, and a transfer charge is hereby fixed and established in the sum of one-thousand dollars (\$1000.00) to be paid to the City prior to said transfer in accordance with Section 16-322 SMC.

That the lessee shall be the owner of all improvements which may be placed by him or her, said improvements including cabins or other buildings and boat houses constitute personal property and lessee shall have the right to remove same from the lot at the termination of the lease, subject to the following: whenever a lease has been cancelled by the City as provided herein or by ordinance, the lessee or owner of said improvements shall remove the same within sixty (60) days of the date of the said cancellation of the lease and upon failure to do so, said improvements shall revert to and become the property of the City of Shawnee. And it shall have the right, without further notice or demand to take immediate possession of all said improvements and these will belong to the first party or its assigns, as liquidated damages for the non-fulfillment of the lease by lessee and for the use and rental thereof.

That the said second party does hereby release the City of Shawnee of any claim or claims for damages by reason of the cancellation of the said lease aforesaid.

That the second party shall at all times during the term of this lease be subject to and does hereby agree to abide by and conform to any rules, regulations or ordinances now in force, or that may hereafter be adopted by the City of Shawnee, governing the regulation of said lake and

within the described premises, as to fishing, hunting, boating and other recreational activities upon and around said water reservoir, and to conform to and abide by all further rules, regulations and ordinances now in force, or that hereafter may be adopted by the City of Shawnee, Oklahoma, governing the regulations of said premises and lake.

The City Commission may upon a showing of intentional disregard for the terms of the lease and this division or other city ordinance pertaining to the lake, cancel the city lease upon 30 days notice to the lessee by mailing a copy of such notice to the lessee at his/her last known address. If a lease is cancelled either by the city or the lessee of a city-owned lot prior to the expiration of the lease term, the lessee shall pay the city an early termination fee of \$1,000 in exchange for a release of liability from the remaining term.

That this lease shall be binding upon the representatives, heirs, and assigns and successors in interest of the parties hereto.

It is understood by the parties hereto that a failure to comply with the terms of said Cabin Site Lease shall constitute a misdemeanor and any person, firm, or corporation convicted of such violation shall be punished by a fine not exceeding five hundred dollars (\$500.00) plus costs, or imprisonment for a term not exceeding thirty (30) days, or by such fine and imprisonment.

IN WITNESS WHEREOF, party of the first part has caused its name to be affixed hereto by the Mayor of the City of Shawnee, Oklahoma, and attested by the City Clerk, and the party of the second part hereunto affixed his/her name the day and year first above written.

CITY OF SHAWNEE, OKLAHOMA  
A Municipal Corporation,

BY: \_\_\_\_\_  
MAYOR  
PARTY OF THE FIRST PART

ATTEST:

\_\_\_\_\_  
CITY CLERK

  
PARTY OF THE SECOND PART

\_\_\_\_\_  
PARTY OF THE SECOND PART

**SHAWNEE TWIN LAKES CABIN SITE LEASES  
SUMMARY/INSPECTION REPORT – FOR RENEWALS/TRANSFERS**

|                                                                                                 |                                                                                            |                            |
|-------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|----------------------------|
| <b>Date</b>                                                                                     | 06/29/2020                                                                                 | <b>License No. #033943</b> |
| <b>Type</b>                                                                                     | <input type="checkbox"/> Renewal <input checked="" type="checkbox"/> Transfer              |                            |
| <b>Commission Meeting Date</b>                                                                  | July 6, 2020                                                                               |                            |
| <b>Property Address</b>                                                                         | 16614 ARCHERY RANGE ROAD                                                                   |                            |
| <b>Lake Site Location</b>                                                                       | LOT 5 SKIPPER TRACT                                                                        |                            |
| <b>Lease Dates</b>                                                                              | 07/06/2020 – 07/05/2050                                                                    |                            |
| <b>Lease Fee (changes annually)</b>                                                             | \$1731.00                                                                                  |                            |
| <b>Inspection Fee</b>                                                                           | \$75.00    Applicable: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |                            |
| <b>Lessee (Transfer To)</b>                                                                     |                                                                                            |                            |
| <b>Name(s)</b>                                                                                  | MIKE VINSON                                                                                |                            |
| <b>Address</b>                                                                                  | SEE FILE                                                                                   |                            |
| <b>Phone</b>                                                                                    | SEE FILE                                                                                   |                            |
| <b>Current Lessee (Transfer From)</b> <span style="float: right;"><i>(if applicable)</i></span> |                                                                                            |                            |
| <b>Name(s)</b>                                                                                  | MACY ONIEL                                                                                 |                            |
| <b>Address</b>                                                                                  | SEE FILE                                                                                   |                            |
| <b>Phone</b>                                                                                    | SEE FILE                                                                                   |                            |
| <b>Inspection Information</b>                                                                   |                                                                                            |                            |
| <b>Inspection Required</b>                                                                      | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                        |                            |
| <b>DEQ Report on File</b>                                                                       | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                        |                            |
| <b>Type of Septic System</b>                                                                    | <input type="checkbox"/> Conventional <input checked="" type="checkbox"/> Aerobic          |                            |
| <b>Last Inspected/Pumped</b>                                                                    | 08/08/2018                                                                                 |                            |
| <b>Misc. Comments</b>                                                                           | <br><br><br><br><br><b>Total Charges Paid: \$1806.00</b>                                   |                            |

**PLEASE READ CAREFULLY**

THIS LEASE IS NOT TRANSFERABLE AND IS SUBJECT TO CANCELLATION BY THE CITY FOR ANY VIOLATIONS OF THE TERMS THEREOF AS MORE SPECIFICALLY SET FORTH IN SECTION 16-326 OF THE SHAWNEE MUNICIPAL CODE:

**CABIN SITE LEASE  
LEASE# 033943**

STATE OF OKLAHOMA, POTTAWATOMIE COUNTY, SS:

This Lease made and entered into in duplicate this date of JULY 6, 2020 by and between the CITY OF SHAWNEE, a municipal Corporation, PARTY OF THE FIRST PART, and

MIKE VINSON  
of 104007 S 3300 RD HARRAH OK 73045 ,

of ,  
PARTY OF THE SECOND PART.

WITNESSETH: That the first party in consideration of the sum of \$730.00 dollars for 2020, does hereby acknowledge receipt of the applicable rental fee, and other good and valuable considerations, does by these presents demise, lease and let unto the second party the following described real estate situated on, and a part of the site, owned by the first party as a City Reservoir and known as Shawnee Twin Lake No. 1, in the County of Pottawatomie State of Oklahoma, to-wit:

**16614 ARCHERY RANGE RD**

TO HAVE AND TO HOLD SAME UNTO the second party for a term of thirty (30) years from the date hereof.

IT IS FURTHER mutually understood and agreed by and between the parties hereto as follows:

The said party of the second part shall and will and does hereby agree to pay to the first party annual lease payments as set forth in "Exhibit A", payable yearly in advance. The City shall retain the right to adjust the lease rate schedule at the termination of the original 30-year lease or at such time that a transfer is approved in accordance with Section 16-321 of the Shawnee Municipal Code (hereafter "SMC").

That at the expiration of the primary term hereof, the lessee shall have the right and option to renew said lease for an additional period of thirty (30) years under the terms and

conditions set forth in Section 16-321 SMC. There is no limit to the number of times a lease can be renewed.

The premises of all lots leased by the City shall at all times be kept clean and maintained in a sanitary condition by the lessee. There is a 25-foot lakeshore buffer that extends landward of the ordinary high water mark on all leased lots for the purpose of watershed protection. This area shall not be used by the general public, except during an emergency situation. Within this buffer, leaseholders are encouraged to preserve existing native vegetation. Docks and other approved structures may be located within the buffer area. Fertilizers and other chemicals shall not be used within the buffer area. All other applicable City regulations and rules apply

That in addition to the possession of the property so leased, the lessee shall have the right and privilege of a site for a boat house and boat dock on the land owned by the City adjoining and immediately in front of a lot leased, which said boat house shall be erected and maintained by and at the cost of the lessee on ground not to exceed an area of thirty (30) feet by thirty (30) feet, which said boat house shall never be used as a place of human habitation, and which said boat house or boat dock shall conform to the provisions of Section 16-325 SMC, and that said boat dock or boat house shall be the private property of the lessee, who shall have the right of ingress and egress to and from the same, subject to the rights of the public as set forth herein. The lessee shall agree to keep said lot and boat house and dock in a clean and sanitary condition, and to maintain the same in a safe condition, and the City as lessor shall in no manner be liable to lessee for any damages suffered by lessee to said lot or boat house or dock, or the improvements thereon on account of the rise and fall of the water line of said lake, or for the enlargement or decrease by the City of the size of said lake, or on account of any rule or regulation that may hereafter be adopted by lessor, governing the regulations of said lake, and lessee agrees to hold the lessor free and harmless from all damages suffered by him or by any other person, on account of personal injuries or loss of property that may incur upon said lot, boat house or boat dock.

That the lessee agrees to lease the premises **AS IS** from the lessor with the knowledge and understanding that the lessor does not guarantee access to lots. Should the Lessee determine that an access road is necessary to reach his/her lot from a road already in existence, lessee agrees to use his/her own funds to create said access road. Lessee further agrees that upon access road completion it shall not be a private road, but rather, will be available for public use, including, but not limited to, allowing neighbor lots to connect to it to improve access to their lots or to allow joint access to bordering lots upon the one access road. The location of any access road to be constructed by the lessee must be approved by the City Engineer of the City of Shawnee prior to the beginning of construction.

That should the lessee construct any building or other structure, said construction will be in accordance to City of Shawnee development regulations. Lessee agrees that prior to commencing construction on any structure on the leased premises he/she will obtain an approved building permit from the City.

That lessee is solely responsible for determining the flood elevation on the leased premises and is required to satisfy lessor that prior to any construction on the leased premises the

determination of the flood elevation has been done correctly and that any structure or building to be constructed on the leased premises be above the flood elevation. **LESSOR EXPRESSLY MAKES NO WARRANTIES OR REPRESENTATIONS AS TO SAFETY FROM FLOODING ON THE LEASED PREMISES AND LESSEE EXPRESSLY RELEASES THE LESSOR FROM ANY LIABILITY DUE TO FLOOD DAMAGE, BOTH PERSONAL AND PROPERTY, OCCURRING ON THE LEASED PREMISES FROM ANY CAUSE OR CONDITION.**

That all sanitary facilities to be constructed on the premises shall be wholly contained on the leased premises. Sanitary facilities, include, but are not limited to, septic tanks and lateral lines.

All septic systems and waste disposal systems on leased lake lots shall be inspected and subject the standards set forth in Chapter 16 SMC. The leaseholder shall have sixty (60) days to correct any defects found in the system. Corrections not made within the allotted time shall be grounds for the City to cancel the lease of the leaseholder.

That no lease shall be assigned or sublet, but lessee may at any time during the term of his/her lease, sell and transfer to other parties the improvements on the lot leased by him/her.

That in the event of the sale of the improvements by the lessee, the transfer shall not become effective until approved by the Board of Commissioners of the City of Shawnee at a regular or adjourned meeting held for that purpose and the City as lessor reserves the right to reject and disapprove any transfer when in its opinion it would be to the best interests of the City and its inhabitants to do so. If the transfer is approved, a new lease shall be entered into between the purchaser and the City, and a transfer charge is hereby fixed and established in the sum of one-thousand dollars (\$1000.00) to be paid to the City prior to said transfer in accordance with Section 16-322 SMC.

That the lessee shall be the owner of all improvements which may be placed by him or her, said improvements including cabins or other buildings and boat houses constitute personal property and lessee shall have the right to remove same from the lot at the termination of the lease, subject to the following: whenever a lease has been cancelled by the City as provided herein or by ordinance, the lessee or owner of said improvements shall remove the same within sixty (60) days of the date of the said cancellation of the lease and upon failure to do so, said improvements shall revert to and become the property of the City of Shawnee. And it shall have the right, without further notice or demand to take immediate possession of all said improvements and these will belong to the first party or its assigns, as liquidated damages for the non-fulfillment of the lease by lessee and for the use and rental thereof.

That the said second party does hereby release the City of Shawnee of any claim or claims for damages by reason of the cancellation of the said lease aforesaid.

That the second party shall at all times during the term of this lease be subject to and does hereby agree to abide by and conform to any rules, regulations or ordinances now in force, or that may hereafter be adopted by the City of Shawnee, governing the regulation of said lake and

within the described premises, as to fishing, hunting, boating and other recreational activities upon and around said water reservoir, and to conform to and abide by all further rules, regulations and ordinances now in force, or that hereafter may be adopted by the City of Shawnee, Oklahoma, governing the regulations of said premises and lake.

The City Commission may upon a showing of intentional disregard for the terms of the lease and this division or other city ordinance pertaining to the lake, cancel the city lease upon 30 days notice to the lessee by mailing a copy of such notice to the lessee at his/her last known address. If a lease is cancelled either by the city or the lessee of a city-owned lot prior to the expiration of the lease term, the lessee shall pay the city an early termination fee of \$1,000 in exchange for a release of liability from the remaining term.

That this lease shall be binding upon the representatives, heirs, and assigns and successors in interest of the parties hereto.

It is understood by the parties hereto that a failure to comply with the terms of said Cabin Site Lease shall constitute a misdemeanor and any person, firm, or corporation convicted of such violation shall be punished by a fine not exceeding five hundred dollars (\$500.00) plus costs, or imprisonment for a term not exceeding thirty (30) days, or by such fine and imprisonment.

IN WITNESS WHEREOF, party of the first part has caused its name to be affixed hereto by the Mayor of the City of Shawnee, Oklahoma, and attested by the City Clerk, and the party of the second part hereunto affixed his/her name the day and year first above written.

CITY OF SHAWNEE, OKLAHOMA  
A Municipal Corporation,

BY: \_\_\_\_\_  
MAYOR  
PARTY OF THE FIRST PART

ATTEST:

\_\_\_\_\_  
CITY CLERK

  
\_\_\_\_\_  
PARTY OF THE SECOND PART

\_\_\_\_\_  
PARTY OF THE SECOND PART

**Regular Board of Commissioners**

**11. a.**

Meeting Date: 07/06/2020

Fund 001

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

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Information

Title of Item for Agenda

Fund 001 General Fund – End-of-year adjustments including supplementing the revenue of dependent funds, covering increased costs for legal services, adjusting budgeted personnel costs, and reducing contracts to expected amounts.

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Attachments

Fund 001

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**City of Shawnee**  
**2019-2020 Budget Amendment**  
**GENERAL FUND**

**Estimated Revenue, Fund Balance, or Transfers IN**

| Fund Number | Account Number | Project Code | Line Item | Description | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|-------------|--------------------------|-----------------------------------------|-------------------------|
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           | Total       | -                        | -                                       | -                       |

### Appropriations

| Fund Number | Account Number | Project Code | Line Item | Description                           | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|---------------------------------------|--------------------------|-----------------------------------------|-------------------------|
| 001         | 5-5030-5699    |              |           | TRANSFER TO HOME REHAB PROGRAM INCOME | -                        | 88,749.89                               | 88,749.89               |
| 001         | 5-5030-5603    |              |           | TRANSFER TO AQUATIC FUND              | 140,083.04               | 48,416.96                               | 188,500.00              |
| 001         | 5-5030-5601    |              |           | TRANSFER TO STREET AND ALLEY FUND     | 138,790.00               | 41,750.00                               | 180,540.00              |
| 001         | 5-5030-5604    |              |           | TRANSFER TO ECON DEVELOPMENT FUND     | -                        | 30,000.00                               | 30,000.00               |
| 001         | 5-0130-5310    |              |           | LEGAL SERVICES                        | 150,000.00               | 40,000.00                               | 190,000.00              |
| 001         | 5-0230-5351    |              |           | SOFTWARE SUPPORT CNTRC                | 115,000.00               | 15,000.00                               | 130,000.00              |
| 001         | 5-0230-5339    |              |           | OTHER CONTRACTUAL SERV                | 2,650.00                 | 3,950.00                                | 6,600.00                |
| 001         | 5-0610-5101    |              |           | REGULAR SALARIES                      | 335,000.00               | 20,000.00                               | 355,000.00              |
| 001         | 5-0630-5101    |              |           | REGULAR SALARIES                      | 580,000.00               | 15,000.00                               | 595,000.00              |
| 001         | 5-0630-5107    |              |           | CONTRACT SALARIES                     | -                        | 5,900.00                                | 5,900.00                |
| 001         | 5-0710-5113    |              |           | HEALTH INSURANCE                      | 45,000.00                | 8,000.00                                | 53,000.00               |
| 001         | 5-0710-5102    |              |           | OVERTIME                              | 15,000.00                | 3,000.00                                | 18,000.00               |
| 001         | 5-0710-5101    |              |           | REGULAR SALARIES                      | 403,100.00               | 2,650.00                                | 405,750.00              |
| 001         | 5-0920-5113    |              |           | HEALTH INSURANCE                      | 68,300.00                | 14,700.00                               | 83,000.00               |
| 001         | 5-0920-5250    |              |           | OTHER MATERIALS&SUPPLIES              | 30,000.00                | 25,000.00                               | 55,000.00               |
| 001         | 5-0920-5303    |              |           | REPAIR & MAINT. - EQUIP.              | 46,000.00                | 16,000.00                               | 62,000.00               |
| 001         | 5-0920-5304    |              |           | REPAIR & MAINT.-VEHICLES              | 20,000.00                | 10,000.00                               | 30,000.00               |
| 001         | 5-0930-5250    |              |           | OTHER MATERIALS&SUPPLIES              | 5,200.00                 | 14,800.00                               | 20,000.00               |
| 001         | 5-0930-5230    |              |           | STREET MAINT. MATERIALS               | 8,000.00                 | 3,000.00                                | 11,000.00               |
| 001         | 5-0930-5309    |              |           | REPAIR & MAINT. - OTHER               | 11,000.00                | 4,000.00                                | 15,000.00               |
| 001         | 5-1210-5339    |              |           | OTHER CONTRACTUAL SERVICE             | 340,481.00               | 116,501.00                              | 456,982.00              |
| 001         | 5-0210-5339    |              |           | OTHER CONTRACTUAL SERVCS.             | 60,100.00                | (30,100.00)                             | 30,000.00               |
| 001         | 5-0320-5330    |              |           | JAIL CONTRACT                         | 225,000.00               | (45,000.00)                             | 180,000.00              |
| 001         | 5-0330-5339    |              |           | OTHER CONTRACTUAL SERVCS.             | 37,500.00                | (25,500.00)                             | 12,000.00               |
| 001         | 5-0620-5101    |              |           | REGULAR SALARIES                      | 3,220,000.00             | (120,000.00)                            | 3,100,000.00            |
| 001         | 5-0620-5102    |              |           | OVERTIME                              | 494,000.00               | (94,000.00)                             | 400,000.00              |
| 001         | 5-0620-5155    |              |           | WORKER'S COMPENSATION                 | 232,000.00               | (52,000.00)                             | 180,000.00              |
| 001         | 5-0620-5210    |              |           | FUEL                                  | 140,000.00               | (10,000.00)                             | 130,000.00              |
| 001         | 5-0640-5337    |              |           | VET CARE                              | 5,750.00                 | 2,750.00                                | 8,500.00                |
| 001         | 5-0660-5101    |              |           | REGULAR SALARIES                      | 413,000.00               | (6,000.00)                              | 407,000.00              |
| 001         | 5-0660-5102    |              |           | OVERTIME                              | 85,000.00                | (15,000.00)                             | 70,000.00               |
| 001         | 5-0660-5107    |              |           | CONTRACT SALARIES                     | 80,995.20                | (7,995.20)                              | 73,000.00               |
| 001         | 5-0720-5155    |              |           | WORKER'S COMPENSATION                 | 195,864.86               | (25,864.86)                             | 170,000.00              |
| 001         | 5-0720-5102    |              |           | OVERTIME                              | 585,000.00               | (35,000.00)                             | 550,000.00              |
| 001         | 5-0740-5101    |              |           | REGULAR SALARIES                      | 168,232.46               | (7,538.88)                              | 160,693.58              |
| 001         | 5-0740-5104    |              |           | LONGEVITY                             | 2,742.40                 | (479.68)                                | 2,262.72                |
| 001         | 5-0740-5106    |              |           | EDUCATIONAL INCENTIVES                | 1,996.80                 | (445.44)                                | 1,551.36                |
| 001         | 5-0740-5111    |              |           | FICA                                  | 10,465.33                | (481.87)                                | 9,983.46                |
| 001         | 5-0740-5112    |              |           | MEDICARE                              | 2,447.39                 | (112.61)                                | 2,334.78                |
| 001         | 5-0740-5113    |              |           | HEALTH INSURANCE                      | 17,105.22                | (6,435.78)                              | 10,669.44               |
| 001         | 5-0740-5114    |              |           | LIFE INSURANCE                        | 159.17                   | (57.15)                                 | 102.02                  |
| 001         | 5-0740-5115    |              |           | OMRF RETIREMENT                       | 10,560.73                | (2,408.49)                              | 8,152.24                |
| 001         | 5-0740-5140    |              |           | TUITION ASSISTANCE                    | 3,000.00                 | (1,354.20)                              | 1,645.80                |
| 001         | 5-0740-5150    |              |           | OTHER BENEFITS                        | 1,020.00                 | (180.00)                                | 840.00                  |
| 001         | 5-0740-5155    |              |           | WORKER'S COMPENSATION                 | 4,604.05                 | (3,714.71)                              | 889.34                  |
| 001         | 5-0740-5201    |              |           | OFFICE & COMPUTER SUPPLIES            | 375.00                   | (30.99)                                 | 344.01                  |
| 001         | 5-0740-5210    |              |           | FUEL                                  | 3,100.00                 | (1,400.00)                              | 1,700.00                |
| 001         | 5-0740-5222    |              |           | BLDG MATERIALS & SUPPLIES             | 1,500.00                 | (500.00)                                | 1,000.00                |

|     |             |  |                           |              |             |              |
|-----|-------------|--|---------------------------|--------------|-------------|--------------|
| 001 | 5-0740-5224 |  | EQUIP. PARTS & SUPPLIES   | 3,170.00     | (1,670.00)  | 1,500.00     |
| 001 | 5-0740-5320 |  | NATURAL GAS               | 250.00       | (150.00)    | 100.00       |
| 001 | 5-0740-5321 |  | ELECTRICITY               | 10,000.00    | (2,500.00)  | 7,500.00     |
| 001 | 5-0740-5325 |  | TELEPHONE                 | 93,223.52    | (13,223.52) | 80,000.00    |
| 001 | 5-0740-5328 |  | COPY USAGE EXPENSE        | 2,800.00     | (784.00)    | 2,016.00     |
| 001 | 5-0740-5329 |  | POSTAGE & SHIPPING        | 125.00       | (95.00)     | 30.00        |
| 001 | 5-0740-5340 |  | TRAINING CONFERENCES      | 150.00       | (90.00)     | 60.00        |
| 001 | 5-0740-5347 |  | MEMBERSHIPS & DUES        | 200.00       | (100.00)    | 100.00       |
| 001 | 5-0740-5354 |  | PRINTING                  | 2,250.00     | (650.00)    | 1,600.00     |
| 001 | 5-0740-5355 |  | INSURANCE                 | 3,100.00     | (1,000.00)  | 2,100.00     |
| 001 | 5-0740-5378 |  | MISC. OTHER SERV. & CHGS. | 1,000.00     | (500.00)    | 500.00       |
| 001 | 5-0940-5339 |  | OTHER CONTRACTUAL SERVCS. | 63,000.00    | (15,000.00) | 48,000.00    |
|     |             |  |                           | -            | -           | -            |
|     |             |  |                           | 8,634,391.17 | 1,805.47    | 8,636,196.64 |

Approved by the City Commission this

Explanation of Budget Amendment:

End-of-year adjustments including supplementing the revenue of dependent funds, covering increased costs for legal services, adjusting budgeted personnel costs, and reducing contracts to expected amounts.

Approved:

Mayor \_\_\_\_\_  
Attest: \_\_\_\_\_

City Clerk \_\_\_\_\_

Posted By \_\_\_\_\_ Date \_\_\_\_\_ BA# \_\_\_\_\_ Pkt.# \_\_\_\_\_

**Regular Board of Commissioners**

**11. b.**

Meeting Date: 07/06/2020

Fund 101

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

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Information

Title of Item for Agenda

Fund 101 Street and Alley Fund – To cover increased electricity bills.

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Attachments

Fund 101

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**Estimated Revenue, Fund Balance, or Transfers IN**

| Estimated Revenue Fund and Balance by Transfer In |                |              |           |                        |                          |                                         |                         |
|---------------------------------------------------|----------------|--------------|-----------|------------------------|--------------------------|-----------------------------------------|-------------------------|
| Fund Number                                       | Account Number | Project Code | Line Item | Description            | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
| 101                                               | 4006           |              |           | MOTOR VEHICLE TAX      | 219,000.00               | (17,000.00)                             | 202,000.00              |
| 101                                               | 4007           |              |           | EXCISE TAX             | 55,000.00                | (3,500.00)                              | 51,500.00               |
| 101                                               | 4249           |              |           | OTHER PERMITS          | 850.00                   | 750.00                                  | 1,600.00                |
| 101                                               | 4822           |              |           | OTHER MISC. REVENUE    | 6,360.00                 | -                                       | 6,360.00                |
| 101                                               | 4901           |              |           | TRANSFER FROM GEN FUND | 138,790.00               | 41,750.00                               | 180,540.00              |
|                                                   |                |              |           |                        |                          |                                         |                         |
|                                                   |                |              |           |                        |                          |                                         |                         |
|                                                   |                |              |           |                        |                          |                                         |                         |
|                                                   |                |              |           | Total                  | 420,000.00               | 22,000.00                               | 442,000.00              |

## Appropriations

| Fund Number | Account Number | Project Code | Line Item | Description | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|-------------|--------------------------|-----------------------------------------|-------------------------|
| 101         | 5-0920-5321    |              |           | ELECTRICITY | 420,000.00               | 22,000.00                               | 442,000.00              |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
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|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             | -                        | -                                       | -                       |
|             |                |              |           |             | 420,000.00               | 22,000.00                               | 442,000.00              |

Approved by the City Commission this

Explanation of Budget Amendment:  
Covered increased electricity bills

Approved:

Mayor

Attest: \_\_\_\_\_

City Clerk

| Posted By | Date | BA# | Pkt.# |
|-----------|------|-----|-------|
|-----------|------|-----|-------|

**Regular Board of Commissioners**

**11. c.**

Meeting Date: 07/06/2020

Fund 104

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

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Information

Title of Item for Agenda

Fund 104 Economic Development Fund – To provide additional revenue needed to ensure balanced fund.

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Attachments

Fund 104

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**Estimated Revenue, Fund Balance, or Transfers IN**

| Fund Number | Account Number | Project Code | Line Item | Description                    | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|--------------------------------|--------------------------|-----------------------------------------|-------------------------|
| 104         | 4901           |              |           | TRANSFER FROM THE GENERAL FUND | -                        | 30,000.00                               | 30,000.00               |
|             |                |              |           |                                |                          |                                         |                         |
|             |                |              |           |                                |                          |                                         |                         |
|             |                |              |           |                                |                          |                                         |                         |
|             |                |              |           |                                |                          |                                         |                         |
|             |                |              |           |                                |                          |                                         |                         |
|             |                |              |           | Total                          | -                        | 30,000.00                               | 30,000.00               |

### Appropriations

| Fund Number | Account Number | Project Code | Line Item | Description | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|-------------|--------------------------|-----------------------------------------|-------------------------|
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
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|             |                |              |           |             |                          |                                         |                         |
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|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             | -                        | -                                       | -                       |
|             |                |              |           |             | -                        | -                                       | -                       |

Approved by the City Commission this

Explanation of Budget Amendment:  
Provide additional revenue needed to ensure balanced fund

Approved:

Mayor \_\_\_\_\_  
Attest: \_\_\_\_\_

City Clerk \_\_\_\_\_

Posted By \_\_\_\_\_ Date \_\_\_\_\_ BA# \_\_\_\_\_ Pkt.# \_\_\_\_\_

**Regular Board of Commissioners**

**11. d.**

Meeting Date: 07/06/2020

Fund 106

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

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Information

Title of Item for Agenda

Fund 106 Hotel/Motel Surcharge Fund – To cover the cost of Visit Shawnee guides, Oklahoma Living guides, and studies to enhance the City of Shawnee's Tourism Department's efforts.

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Attachments

Fund 106

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**City of Shawnee**  
**2019-2020 Budget Amendment**  
**HOTEL/MOTEL SURCHARGE**

**Estimated Revenue, Fund Balance, or Transfers IN**

| Fund Number | Account Number | Project Code | Line Item | Description | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|-------------|--------------------------|-----------------------------------------|-------------------------|
| 106         |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
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|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           | Total       | -                        | -                                       | -                       |

**Appropriations**

| Fund Number | Account Number | Project Code | Line Item | Description                | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|----------------------------|--------------------------|-----------------------------------------|-------------------------|
| 106         | 5-140-5339     |              |           | OTHER CONTRACTUAL SERVICES | 29,000.00                | 51,000.00                               | 80,000.00               |
| 106         | 5-0140-5340    |              |           | TRAINING CONFERENCES       | 4,500.00                 | 1,500.00                                | 6,000.00                |
| 106         | 5-0140-5353    |              |           | ADVERTISING                | 45,000.00                | 15,000.00                               | 60,000.00               |
| 106         | 5-5020-5339    |              |           | OTHER CONTRACTUAL SERVICES | 280,000.00               | 10,000.00                               | 290,000.00              |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
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|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            | -                        | -                                       | -                       |
|             |                |              |           |                            | 358,500.00               | 77,500.00                               | 436,000.00              |

Approved by the City Commission this

Explanation of Budget Amendment:  
To cover the cost of Visit Shawnee guides, OK Living guides, and studies to enhance City of Shawnee Tourism department's efforts.

Approved:

Mayor \_\_\_\_\_  
Attest: \_\_\_\_\_

City Clerk \_\_\_\_\_

Posted By \_\_\_\_\_ Date \_\_\_\_\_ BA# \_\_\_\_\_ Pkt.# \_\_\_\_\_

**Regular Board of Commissioners**

**11. e.**

Meeting Date: 07/06/2020

Fund 107

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

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Information

Title of Item for Agenda

Fund 107 Police Sales Tax Fund – To allow for the complete transfer to the General Fund for the support of the Police Department.

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Attachments

Fund 107

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**Estimated Revenue, Fund Balance, or Transfers IN**

| Fund Number | Account Number | Project Code | Line Item | Description | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|-------------|--------------------------|-----------------------------------------|-------------------------|
| 107         | 4001           |              |           |             | 386,602.00               | 3,117.50                                | 389,719.50              |
| 107         | 4702           |              |           |             | 250.00                   | 163.90                                  | 413.90                  |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
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|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           | Total       | 386,852.00               | 3,281.40                                | 390,133.40              |

## Appropriations

| Fund Number | Account Number | Project Code | Line Item | Description | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|-------------|--------------------------|-----------------------------------------|-------------------------|
| 107         | 5-5030-5601    |              |           |             | 386,852.00               | 3,281.40                                | 390,133.40              |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
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|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             | -                        | -                                       | -                       |
|             |                |              |           |             | 386,852.00               | 3,281.40                                | 390,133.40              |

Approved by the City Commission this

Explanation of Budget Amendment:  
To allow for the complete transfer to the General Fund  
for the support of the Police Department

Approved:

Mayor \_\_\_\_\_  
Attest: \_\_\_\_\_

City Clerk

Posted By \_\_\_\_\_ Date \_\_\_\_\_ BA# \_\_\_\_\_ Pkt.# \_\_\_\_\_

**Regular Board of Commissioners**

**11. f.**

Meeting Date: 07/06/2020

Fund 108

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

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Information

Title of Item for Agenda

Fund 108 Fire Sales Tax Fund – To allow for the complete transfer to the General Fund for the support of the Fire Department.

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Attachments

Fund 108

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**Estimated Revenue, Fund Balance, or Transfers IN**

| Fund Number | Account Number | Project Code | Line Item | Description | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|-------------|--------------------------|-----------------------------------------|-------------------------|
| 108         | 4001           |              |           |             | 386,602.00               | 3,117.50                                | 389,719.50              |
| 108         | 4702           |              |           |             | 250.00                   | 163.90                                  | 413.90                  |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
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|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           | Total       | 386,852.00               | 3,281.40                                | 390,133.40              |

## Appropriations

| Fund Number | Account Number | Project Code | Line Item | Description | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|-------------|--------------------------|-----------------------------------------|-------------------------|
| 108         | 5-5030-5601    |              |           |             | 386,852.00               | 3,281.40                                | 390,133.40              |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
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|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             | -                        | -                                       | -                       |
|             |                |              |           |             | 386,852.00               | 3,281.40                                | 390,133.40              |

Approved by the City Commission this

Explanation of Budget Amendment:  
To allow for the complete transfer to the General Fund  
for the support of the Fire Department

Approved:

Mayor \_\_\_\_\_  
Attest: \_\_\_\_\_

City Clerk

Posted By \_\_\_\_\_ Date \_\_\_\_\_ BA# \_\_\_\_\_ Pkt.# \_\_\_\_\_

**Regular Board of Commissioners**

**11. g.**

Meeting Date: 07/06/2020

Fund 190

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

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**Information**

Title of Item for Agenda

Fund 190 CDBG (Community Development Block Grant) Grants Fund – Adjusts for small differences in expected expenditure, covers the remaining cost of the Consolidated Plan and outstanding home rehab, and allows for the transfer in of funds for work done with HOME (Home Rehab Program Income Fund) funds.

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**Attachments**

Fund 190

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**City of Shawnee**  
**2019-2020 Budget Amendment**  
**CDBG GRANTS**

**Estimated Revenue, Fund Balance, or Transfers IN**

| Fund Number | Account Number | Project Code | Line Item | Description | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|-------------|--------------------------|-----------------------------------------|-------------------------|
| 190         | 4909           |              |           | HOME        |                          | 45,447.00                               | 45,447.00               |
| 190         | 4830           |              |           |             | 20,000.00                | 9,500.00                                | 29,500.00               |
| 190         | 4831           |              |           |             | -                        | 13.00                                   | 13.00                   |
| 190         | 4850           |              |           |             | -                        | 600.00                                  | 600.00                  |
| 190         | 4101           |              |           |             | 511,000.00               | (103,750.00)                            | 407,250.00              |
|             |                |              |           |             |                          | -                                       |                         |
|             |                |              |           | Total       | 531,000.00               | (48,190.00)                             | 482,810.00              |

**Appropriations**

| Fund Number | Account Number | Project Code | Line Item | Description                    | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|--------------------------------|--------------------------|-----------------------------------------|-------------------------|
| 190         | 5-1410-5101    |              |           | ADMIN - REGULAR SALARIES       | -                        | -                                       | -                       |
| 190         | 5-1410-5102    |              |           | ADMIN - OVERTIME               | -                        | -                                       | -                       |
| 190         | 5-1410-5103    |              |           | ADMIN - PART-TIME SALARIES     | 16,330.95                | 2,669.05                                | 19,000.00               |
| 190         | 5-1410-5104    |              |           | ADMIN - LONGEVITY              | -                        | -                                       | -                       |
| 190         | 5-1410-5105    |              |           | SKILL INCENTIVES               | -                        | -                                       | -                       |
| 190         | 5-1410-5111    |              |           | ADMIN - FICA                   | 1,012.52                 | 187.48                                  | 1,200.00                |
| 190         | 5-1410-5112    |              |           | ADMIN - MEDICARE               | 236.80                   | 38.20                                   | 275.00                  |
| 190         | 5-1410-5113    |              |           | ADMIN - HEALTH INSURANCE       | -                        | -                                       | -                       |
| 190         | 5-1410-5114    |              |           | ADMIN - LIFE INSURANCE         | -                        | -                                       | -                       |
| 190         | 5-1410-5115    |              |           | ADMIN - OMRF                   | -                        | -                                       | -                       |
| 190         | 5-1410-5155    |              |           | WORKMANS COMPENSATION          | -                        | 1,000.00                                | 1,000.00                |
| 190         | 5-1410-5201    |              |           | OFFICE & COMPUTER SUPPLIES     | 1,000.00                 | (500.00)                                | 500.00                  |
| 190         | 5-1410-5220    |              |           | TOOLS & MINOR EQUIPMENT        | -                        | -                                       | -                       |
| 190         | 5-1410-5250    |              |           | OTHER MATERIALS & SUPPLIES     | -                        | -                                       | -                       |
| 190         | 5-1410-5303    |              |           | REPAIR & MAINTENANCE-EQUIPMENT | -                        | 200.00                                  | 200.00                  |
| 190         | 5-1410-5304    |              |           | REPAIR & MAINTENANCE-VEHICLE   | 100.00                   | (50.00)                                 | 50.00                   |
| 190         | 5-1410-5310    |              |           | LEGAL SERVICES                 | 5,000.00                 | (5,000.00)                              | -                       |
| 190         | 5-1410-5321    |              |           | ELECTRICITY                    | -                        | -                                       | -                       |
| 190         | 5-1410-5325    |              |           | TELEPHONE                      | 600.00                   | (75.00)                                 | 525.00                  |
| 190         | 5-1410-5328    |              |           | COPY USAGE                     | -                        | -                                       | -                       |
| 190         | 5-1410-5329    |              |           | POSTAGE & SHIPPING             | 200.00                   | 50.00                                   | 250.00                  |
| 190         | 5-1410-5339    |              |           | OTHER CONTRACTUAL SERVICES     | 28,870.26                | 9,129.74                                | 38,000.00               |
| 190         | 5-1410-5340    |              |           | TRAINING CONFERENCES           | 2,000.00                 | (2,000.00)                              | -                       |
| 190         | 5-1410-5345    |              |           | TRAVEL/PER DIEM                | 500.00                   | (500.00)                                | -                       |
| 190         | 5-1410-5349    |              |           | BOOKS & SUBSCRIPTIONS          | 275.00                   | -                                       | 275.00                  |
| 190         | 5-1410-5353    |              |           | LEGAL ADVERTISING              | 500.00                   | -                                       | 500.00                  |
| 190         | 5-1410-5354    |              |           | PRINTING                       | -                        | -                                       | -                       |
| 190         | 5-1410-5355    |              |           | INSURANCE                      | 600.00                   | 2,150.00                                | 2,750.00                |
| 190         | 5-1410-5356    |              |           | LAND & BUILDING RENTAL         | 12,000.00                | -                                       | 12,000.00               |
| 190         | 5-1410-5378    |              |           | MISC EXPENSE AND CHARGES       | -                        | -                                       | -                       |
| 190         | 5-1420-5101    |              |           | REHAB - REGULAR SALARIES       | 56,652.33                | -                                       | 56,652.33               |
| 190         | 5-1420-5102    |              |           | REHAB - OVERTIME               | -                        | -                                       | -                       |
| 190         | 5-1420-5103    |              |           | REHAB - PART-TIME SALARIES     | 31,139.30                | (21,047.17)                             | 10,092.13               |
| 190         | 5-1420-5104    |              |           | REHAB - LONGEVITY              | 1,011.73                 | -                                       | 1,011.73                |
| 190         | 5-1420-5105    |              |           | SKILLS INCENTIVES              | 2,412.80                 | -                                       | 2,412.80                |
| 190         | 5-1420-5106    |              |           | SKILL INCENTIVE                | -                        | -                                       | -                       |
| 190         | 5-1420-5111    |              |           | REHAB - FICA                   | 5,619.76                 | (1,119.76)                              | 4,500.00                |
| 190         | 5-1420-5112    |              |           | REHAB - MEDICARE               | 1,314.30                 | (264.30)                                | 1,050.00                |
| 190         | 5-1420-5113    |              |           | REHAB - HEALTH INSURANCE       | -                        | -                                       | -                       |
| 190         | 5-1420-5114    |              |           | REHAB - LIFE INSURANCE         | 72.00                    | -                                       | 72.00                   |
| 190         | 5-1420-5115    |              |           | REHAB - OMRF                   | 6,079.69                 | (679.69)                                | 5,400.00                |
| 190         | 5-1420-5370    |              |           | HOUSING REHABILITATION         | 357,472.56               | (97,472.56)                             | 260,000.00              |
| 190         | 5-1420-5371    |              |           | NSP REHABILITATION             | -                        | 19,450.00                               | 19,450.00               |
| 190         | 5-1420-5372    |              |           | HOME REHABILITATION            | -                        | 45,447.00                               | 45,447.00               |
|             |                |              |           |                                | 531,000.00               | (48,387.01)                             | 482,612.99              |

Approved by the City Commission this

Explanation of Budget Amendment:

Adjusts for small differences in expected expenditure, covers the remaining cost of the Consolidated Plan and outstanding home rehab, and allows for the transfer in of funds for work done with HOME funds.

Approved:

Mayor \_\_\_\_\_

Attest: \_\_\_\_\_

City Clerk \_\_\_\_\_

Posted By \_\_\_\_\_ Date \_\_\_\_\_ BA# \_\_\_\_\_ Pkt.# \_\_\_\_\_

**Regular Board of Commissioners**

**11. h.**

Meeting Date: 07/06/2020

Fund 199

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

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Information

Title of Item for Agenda

Fund 199 Home Rehab Program Income Fund – Transferring funding to the CDBG Grants Fund to cover related expenditures.

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Attachments

Fund 199

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**Estimated Revenue, Fund Balance, or Transfers IN**

| Fund Number | Account Number | Project Code | Line Item | Description                | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|----------------------------|--------------------------|-----------------------------------------|-------------------------|
| 199         | 4901           |              |           | TRANSFER FROM GENERAL FUND | -                        | 88,749.89                               | 88,749.89               |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           | Total                      | -                        | 88,749.89                               | 88,749.89               |

### **Appropriations**

| Fund Number | Account Number | Project Code | Line Item | Description           | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|-----------------------|--------------------------|-----------------------------------------|-------------------------|
| 199         | 5-5030-5690    |              |           | TRANSFER TO CDBG FUND | -                        | 45,447.00                               | 45,447.00               |
|             |                |              |           |                       |                          |                                         |                         |
|             |                |              |           |                       |                          |                                         |                         |
|             |                |              |           |                       |                          |                                         |                         |
|             |                |              |           |                       |                          |                                         |                         |
|             |                |              |           |                       |                          |                                         |                         |
|             |                |              |           |                       |                          |                                         |                         |
|             |                |              |           |                       |                          |                                         |                         |
|             |                |              |           |                       |                          |                                         |                         |
|             |                |              |           |                       |                          |                                         |                         |
|             |                |              |           |                       |                          |                                         |                         |
|             |                |              |           |                       |                          |                                         |                         |
|             |                |              |           |                       |                          |                                         |                         |
|             |                |              |           |                       |                          |                                         |                         |
|             |                |              |           |                       | -                        | -                                       | -                       |
|             |                |              |           |                       | -                        | 45,447.00                               | 45,447.00               |

Approved by the City Commission this

Explanation of Budget Amendment:  
Transfer funding to the CDBG Grants fund to cover related expenditures.

Approved:

Mayor \_\_\_\_\_  
Attest: \_\_\_\_\_

City Clerk

Posted By \_\_\_\_\_ Date \_\_\_\_\_ BA# \_\_\_\_\_ Pkt.# \_\_\_\_\_

**Regular Board of Commissioners**

**11. i.**

Meeting Date: 07/06/2020

Fund 301

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

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Information

Title of Item for Agenda

Fund 301 Capital Improvement Fund – To cover the cost of an emergency air conditioning replacement at the Community Center.

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Attachments

Fund 301

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**City of Shawnee**  
**2019-2020 Budget Amendment**  
**CAPITAL IMPROVEMENT FUND**

**Estimated Revenue, Fund Balance, or Transfers IN**

| Fund Number | Account Number | Project Code | Line Item | Description | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|-------------|--------------------------|-----------------------------------------|-------------------------|
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           | Total       | -                        | -                                       | -                       |

**Appropriations**

| Fund Number | Account Number | Project Code | Line Item | Description                | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|----------------------------|--------------------------|-----------------------------------------|-------------------------|
| 301         | 5-0230-5450    |              |           | CAPITAL OUTLAY-EQUIPMENT   | 100,000.00               | (15,000.00)                             | 85,000.00               |
| 301         | 5-1130-5420    |              |           | CAPITAL OUTLAY-BLDGS/IMPRV | -                        | 13,000.00                               | 13,000.00               |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            |                          |                                         |                         |
|             |                |              |           |                            | -                        | -                                       | -                       |
|             |                |              |           |                            | 100,000.00               | (2,000.00)                              | 98,000.00               |

Approved by the City Commission this

Explanation of Budget Amendment:  
To cover the cost of an emergency AC replacement at  
the community center.

Approved:

Mayor \_\_\_\_\_

Attest: \_\_\_\_\_

City Clerk \_\_\_\_\_

Posted By \_\_\_\_\_ Date \_\_\_\_\_ BA# \_\_\_\_\_ Pkt.# \_\_\_\_\_

**Regular Board of Commissioners**

**11. j.**

Meeting Date: 07/06/2020

Fund 302

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

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Information

Title of Item for Agenda

Fund 302 Street Improvement Fund – To adjust for current estimated cost of street maintenance.

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Attachments

Fund 302

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**City of Shawnee**  
**2019-2020 Budget Amendment**  
**STREET IMPROVEMENT FUND**

**Estimated Revenue, Fund Balance, or Transfers IN**

| Fund Number | Account Number | Project Code | Line Item | Description | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|-------------|--------------------------|-----------------------------------------|-------------------------|
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           |             |                          |                                         |                         |
|             |                |              |           | Total       | -                        | -                                       | -                       |

## Appropriations

| Fund Number | Account Number | Project Code | Line Item | Description            | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|------------------------|--------------------------|-----------------------------------------|-------------------------|
| 302         | 5-0920-5480    |              |           | CAPITAL OUTLAY-STREETS | 330,000.00               | 70,000.00                               | 400,000.00              |
| 302         | 5-0810-5420    |              |           | CAPITAL OUTLAY-BLDGS/I | 300,000.00               | (70,000.00)                             | 250,000.00              |
|             |                |              |           |                        |                          |                                         |                         |
|             |                |              |           |                        |                          |                                         |                         |
|             |                |              |           |                        |                          |                                         |                         |
|             |                |              |           |                        |                          |                                         |                         |
|             |                |              |           |                        |                          |                                         |                         |
|             |                |              |           |                        |                          |                                         |                         |
|             |                |              |           |                        |                          |                                         |                         |
|             |                |              |           |                        |                          |                                         |                         |
|             |                |              |           |                        |                          |                                         |                         |
|             |                |              |           |                        |                          |                                         |                         |
|             |                |              |           |                        | -                        | -                                       | -                       |
|             |                |              |           |                        | 630,000.00               | -                                       | 650,000.00              |

Approved by the City Commission this

Explanation of Budget Amendment:

Adjust for current estimated cost of street maintenance

Approved:

Mayor \_\_\_\_\_

Attest: \_\_\_\_\_

City Clerk

Posted By \_\_\_\_\_ Date \_\_\_\_\_ BA# \_\_\_\_\_ Pkt.# \_\_\_\_\_

**Regular Board of Commissioners**

**11. k.**

Meeting Date: 07/06/2020

Fund 350

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

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Information

Title of Item for Agenda

Fund 350 Aquatic Center Fund – To adjust for change in costs and revenue estimates arising from COVID-19 and a shortened pool season.

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Attachments

Fund 350

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**City of Shawnee**  
**2019-2020 Budget Amendment**  
**Aquatic Center**

**Estimated Revenue, Fund Balance, or Transfers IN**

| Fund Number | Account Number | Project Code | Line Item | Description                    | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|--------------------------------|--------------------------|-----------------------------------------|-------------------------|
| 350         | 4010           |              |           | GRANTS                         | -                        | 2,480.00                                | 2,480.00                |
| 350         | 4021           |              |           | MERCHANDISE                    | 750.00                   | 1,000.00                                | 1,750.00                |
| 350         | 4025           |              |           | DAILY ADMISSION                | 100,000.00               | (30,000.00)                             | 70,000.00               |
| 350         | 4026           |              |           | SEASON PASSES                  | 42,000.00                | (18,832.00)                             | 23,168.00               |
| 350         | 4027           |              |           | POOL PROGRAMMING               | 7,000.00                 | (2,500.00)                              | 4,500.00                |
| 350         | 4030           |              |           | AQUATIC CENTER/ROOM RENTAL     | 14,500.00                | (5,787.00)                              | 8,713.00                |
| 350         | 4035           |              |           | CONCESSIONS                    | 50,000.00                | (14,500.00)                             | 35,500.00               |
| 350         | 4901           |              |           | TRANSFER FROM THE GENERAL FUND | 140,083.04               | 48,416.96                               | 188,500.00              |
|             |                |              |           | Total                          | 354,333.04               | (19,722.04)                             | 334,611.00              |

**Appropriations**

| Fund Number | Account Number | Project Code | Line Item | Description                 | Balance Before Amendment | Amount of Amendment Increase (Decrease) | Balance After Amendment |
|-------------|----------------|--------------|-----------|-----------------------------|--------------------------|-----------------------------------------|-------------------------|
| 350         | 5-0960-5101    |              |           | REGULAR SALARIES            | 65,160.31                | 3,839.69                                | 69,000.00               |
| 350         | 5-0960-5102    |              |           | OVERTIME                    | 750.00                   | (250.00)                                | 500.00                  |
| 350         | 5-0960-5103    |              |           | PART-TIME SALARIES          | 150,000.00               | (13,000.00)                             | 137,000.00              |
| 350         | 5-0960-5106    |              |           | EDUCATION INCENTIVES        | 998.40                   | 76.80                                   | 1,075.20                |
| 350         | 5-0960-5114    |              |           | LIFE INSURANCE              | 72.00                    | 5.79                                    | 77.79                   |
| 350         | 5-0960-5115    |              |           | OMRF RETIREMENT             | 2,020.88                 | (2,020.88)                              |                         |
| 350         | 5-0960-5145    |              |           | UNEMPLOYMENT COMPENSATION   | -                        | 152.00                                  | 152.00                  |
| 350         | 5-0960-5155    |              |           | WORKER'S COMPENSATION       | 14,682.43                | 1,517.57                                | 16,200.00               |
| 350         | 5-0960-5215    |              |           | CHEMICALS                   | 30,000.00                | (10,000.00)                             | 20,000.00               |
| 350         | 5-0960-5220    |              |           | TOOLS & MINOR EQUIPMENT     | 8,000.00                 | 12,000.00                               | 20,000.00               |
| 350         | 5-0960-5302    |              |           | REPAIR & MAINT - BLDGS      | -                        | 8,500.00                                | 8,500.00                |
| 350         | 5-0960-5321    |              |           | ELECTRICITY                 | 15,300.00                | (3,300.00)                              | 12,000.00               |
| 350         | 5-0960-5325    |              |           | TELEPHONE                   | 3,000.00                 | (1,930.00)                              | 1,070.00                |
| 350         | 5-0960-5339    |              |           | OTHER CONTRACTUAL SERVICES  | 4,200.00                 | 300.00                                  | 4,500.00                |
| 350         | 5-0960-5347    |              |           | MEMBERSHIPS & DUES          | 1,500.00                 | (300.00)                                | 1,200.00                |
| 350         | 5-0960-5378    |              |           | MISC EXPENSE AND CHARGES    | 5,933.00                 | (2,933.00)                              | 3,000.00                |
| 350         | 5-0960-5393    |              |           | ADVERTISING & PROMOTIONS    | 3,000.00                 | (2,500.00)                              | 500.00                  |
| 350         | 5-0960-5420    |              |           | CAPITAL OUTLAY- BLDGS/IMPRV |                          | 600.00                                  | 600.00                  |
|             |                |              |           |                             | 304,617.02               | (9,242.03)                              | 295,374.99              |

Approved by the City Commission this

Explanation of Budget Amendment:

To adjust for change in costs and revenue estimates arising from COVID and a shortened pool season.

Approved:

Mayor \_\_\_\_\_

Attest: \_\_\_\_\_

City Clerk \_\_\_\_\_

Posted By \_\_\_\_\_ Date \_\_\_\_\_ BA# \_\_\_\_\_ Pkt.# \_\_\_\_\_

**Regular Board of Commissioners**

**12.**

Meeting Date: 07/06/2020

P10-20 Rezoning

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

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Information

Title of Item for Agenda

Public hearing and consideration of an ordinance to rezone property located at 419 North Beard Avenue, containing 0.16-acres, from C-4 (Central Business District) to R-1 (Single-family Residential District). Case No. P10-20, Applicant: Theresa Nicoletto.

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Attachments

Staff Report

Ordinance

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RECOMMENDATION TO:

MAYOR  
BOARD OF CITY COMMISSIONERS  
CITY OF SHAWNEE

RECOMMENDATION FROM:

CITY OF SHAWNEE  
PLANNING COMMISSION

SUBJECT:

APPLICANT: Theresa Nicoletto, JBT, LLC  
FOR: Rezone from C- 4 to R- 1  
LOCATION: 419 N. Beard, south of Highland and north of  
11<sup>th</sup> Street  
CASE# P10- 20

PLANNING COMMISSION MEETING DATE: Wednesday, July 1<sup>st</sup>, 2020

PLANNING COMMISSION RECOMMENDATION: Recommend approval of rezoning from C- 4 (Central Business District) to R- 1 (Single- family Residential) for property located at 419 N. Beard

VOTE OF THE PLANNING COMMISSION:

**MEMBERS PRESENT:** 7

| MEMBERS:            | 1ST | 2ND | AYE | NAY | ABSTAIN | COMMENTS |
|---------------------|-----|-----|-----|-----|---------|----------|
| WALKER              | X   |     | X   |     |         |          |
| LOFTIS- WALTON      |     |     | X   |     |         |          |
| DEEM (VICECHAIRMAN) |     | X   | X   |     |         |          |
| MATTHEWS (CHAIRMAN) |     |     | X   |     |         |          |
| ENGLES              |     |     | X   |     |         |          |
| ROWELL              |     |     | X   |     |         |          |
| MELOT               |     |     | X   |     |         |          |

RESPECTFULLY SUBMITTED,  
Rebecca Blaine  
PLANNING DIRECTOR

ACTION BY CITY COMMISSION:

PUBLIC HEARING SET: \_\_\_\_\_

DATE OF ACTION: \_\_\_\_\_

ADOPTED \_\_\_\_\_ DENIED \_\_\_\_\_

|                                                                                                                                                                                                                                                                                 |                                                                                     |                                                                                                                                                                         |                                                                                                                       |                                     |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| City of Shawnee<br>Planning Department<br>222. N. Broadway<br>Shawnee, OK 74801<br>(405) 878-1616<br>Fax: (405) 878-1587<br>www.ShawneeOK.org                                                                                                                                   |    |                                                                                                                                                                         | CASE # S04-20<br>MEETING DATE:<br>July 1 <sup>st</sup> , 2020<br>CITY COMMISSION DATE:<br>July 6 <sup>th</sup> , 2020 |                                     |
| <b>APPLICANT:</b><br>Theresa Nicoletto<br>JBT, LLC                                                                                                                                                                                                                              |                                                                                     | 805 NW 42 <sup>nd</sup> Street<br>OKC, OK 73118<br>theresa@jbtpropertysolutions.com                                                                                     |                                                                                                                       |                                     |
| <b>PROPERTY ADDRESS/LOCATION:</b> East side of Beard south of Highland and north of 11 <sup>th</sup> Street                                                                                                                                                                     |                                                                                     |                                                                                                                                                                         |                                                                                                                       |                                     |
| The applicant, Theresa Nicoletto of JBT, LLC, is requesting a rezone of 419 N. Beard from C-4 (Central Business District) to R-1 (Single-Family Residential), located on the east side of Beard south of Highland St. and north of W 11 <sup>th</sup> St, a 0.16-acre property. |  |                                                                                                                                                                         |                                                                                                                       |                                     |
| <b>EXISTING ZONING:</b><br>C-4                                                                                                                                                                                                                                                  | <b>EXISTING LAND USE:</b><br>Vacant + For Sale                                      | <b>SURROUNDING ZONING &amp; LAND USE:</b><br>C-1 (Neighborhood Commercial)<br>C-2 (Limited Office)<br>C-4 (Central Business District)<br>R-3 (Multi-Family Residential) | <b>LOTS:</b><br>1                                                                                                     | <b>PROPERTY SIZE:</b><br>0.16-acres |

## STAFF RECOMMENDATION

**APPROVE**

**APPROVE WITH CONDITIONS**

**DENY**

In conformance with Section 22-165.7 Residential Standards in C-4 Zone:

D. Residential uses are permitted on upper floors of all buildings, existing or new, within the Downtown Core as shown in Figure 22-165.7.1. This property was renovated and marketed for sale for a commercial office space but has been on the market for over one year. Owner has contingent contract on property to be used as a single-family home.

The Planning Department received one letter in support of this application and zero letters against this application from the 15 surrounding property owners of 19 surrounding parcels within the 300' radius to side for or against this rezone application.

**Attachments for this item include:**

1. Application
2. Bonded Abstractor's List
3. Property owner letter
4. Public Hearing Notice
5. Written letter of support from John Michael Hannifan
6. Before/after photos of structure renovation

The subject request is in conformance with the 2040 Comprehensive Plan; therefore, *Staff hereby recommends approval* of the requested rezone from C-4 (Central Business District) to R-1 (Single-family Residential).

At the regular Planning Commission meeting of Wednesday, July 1<sup>st</sup>, 2020, *Planning Commission recommended unanimous approval* of this rezoning application.

**ATTACHMENTS:  
(CIRCLE)**

SUBMITTED PLANS

**PUBLIC HEARING  
PETITION/  
APPLICATION  
FORM**

LEGAL NOTICE

LEGAL DESCRIPTION

**PUBLIC COMMENTS**

AGENCY COMMENTS

RESPONSE TO STANDARDS



## PLANNING COMMISSION APPLICATION

### Planning Department

222 N. Broadway  
Shawnee, OK 74801  
(405) 878-1616 Fax (405) 878-1587  
[www.ShawneeOK.org](http://www.ShawneeOK.org)

For Office Use Only

Case Number: \_\_\_\_\_

Project Number: \_\_\_\_\_

Date Filed: \_\_\_\_\_

\_\_\_\_\_  
Planning Commission Secretary

### REQUEST:

☒ Rezoning  
☐ Conditional Use Permit

☐ Rezoning w/Conditional Use Permit  
☐ Planned Unit Development

I, the undersigned, do hereby respectfully make application and petition to the City Commission to amend the zoning map, and to change the zoning district of the Shawnee area, from C1 District to R-1 District, as hereinafter requested, and in support of this application, the following facts are shown:

PROPERTY LOCATION (STREET ADDRESS): 419 N Beard, Shawnee, Ok 73

LEGAL DESCRIPTION: TIF BAY AP BIK 1 Lots 26 + 27

PROPERTY OWNER (S): JBT LLC

PROPERTY AGENT (APPLICANT): Theresa Nicoletto

APPLICANT'S ADDRESS: 805 NW 42nd St,

CITY: OKC STATE: OK ZIP: 73118

EMAIL ADDRESS: ~~Theresa@jbtproperty.com~~ Theresa@JBTproperty.com solutions

TELEPHONE NUMBER: (415) 860-3734 CONTACT NUMBER: ( )

DIMENSIONS OF PROPERTY: AREA: 6,966 sq ft WIDTH: 50 ft  
LENGTH: 140 ft FRONTAGE: 50 ft

CURRENT ZONING: C1 CURRENT USE: off-spac

PROPOSED ZONING: R1 PROPOSED USE: residential

With the filing of this application, I acknowledge that I have been informed of off-street parking, fencing and paving requirements in regard to the zoning I have requested as witnessed by my signature.

APPLICATION, OFFICIAL OWNERSHIP LIST AND PAYMENT  
MUST BE RECEIVED 30 DAYS PRIOR TO MEETING

[Signature]  
SIGNATURE OF APPLICANT

### FOR STAFF USE ONLY

REZONING &/OR C.U.P FEE \$ 280.00

RECEIPT NO. \_\_\_\_\_

PLANNED UNIT DEVELOPMENT FEE \$ 550.00

SIGN DEPOSIT \$ 50.00

(Refundable if Applicant returns 48 hrs. after City Commission Meeting)

PLANNING COMMISSION ACTION: \_\_\_\_\_ DATE: \_\_\_\_\_

CITY COMMISSION ACTION: \_\_\_\_\_ DATE: \_\_\_\_\_

PLACE ON ZONING MAP: \_\_\_\_\_ ORDINANCE NO.: \_\_\_\_\_

STATE OF OKLAHOMA                         )  
                                                                ) §:  
COUNTY OF POTTAWATOMIE                 )

Michelle Cook  
 Abstractor License No. 3286  
 OAB Certificate of Authority # 017  
 File No. 2513650-SH99

OWNERSHIP LIST

ORDER NO. 2513650

DATE PREPARED: June 3, 2020

EFFECTIVE DATE: May 28, 2020 @ 7:30 am

| OWNER                                                                        | LOT                                   | BLK | ADDITION      |
|------------------------------------------------------------------------------|---------------------------------------|-----|---------------|
| JBT LLC<br>2443 FILLMORE ST<br>#380-8703<br>SAN FRANCISCO, CA 94115          | 26-27                                 | 1   | AP SHAWNEE    |
| ROESCH FUNERAL CHAPEL INC<br>201 E 45TH<br>SHAWNEE, OK 74804                 | 24-25                                 | 1   | AP SHAWNEE    |
| ROESCH FUNERAL CHAPEL INC<br>201 E 45TH<br>SHAWNEE, OK 74804                 | 22-23                                 | 1   | AP SHAWNEE    |
| ROESCH FUNERAL CHAPEL INC<br>201 E 45TH<br>SHAWNEE, OK 74804                 | N15' OF 20 & ALL OF 21                | 1   | AP SHAWNEE    |
| KETCH PROPERTIES LLC<br>400 N BDWY<br>SHAWNEE, OK 74801                      | W80' of 18-19 & W80' of<br>S10' of 20 | 1   | AP SHAWNEE    |
| MEIER MARK A & R ANDIE<br>P O BOX 278<br>TECUMSEH, OK 74873                  | E60' OF 18-19 & E60' OF<br>S10' OF 20 | 1   | AP SHAWNEE    |
| HASELWOOD W S P C<br>400 N BDWY<br>SHAWNEE, OK 74801                         | 12-17                                 | 1   | AP SHAWNEE    |
| DO GARY T & LE T HUA REVOCABLE<br>TRUST<br>3 FISCHER DR<br>SHAWNEE, OK 74804 | 4-11                                  | 1   | AP SHAWNEE    |
| DOMERICA LLC<br>2908 TWIN LAKES DR<br>MOORE, OK 73165                        | 1-3                                   | 1   | AP SHAWNEE    |
| WILSON GREGORY S & DEANNA J<br>502 N BDWY<br>SHAWNEE, OK 74801               | S60' OF 6                             | 7   | DEXTERS       |
| FGR PROPERTIES LLC<br>P O BOX 3849<br>SHAWNEE, OK 74802                      | S50' OF 7 & ALL OF 8                  | 6   | WOODLAND PARK |
| ZAHOR LLC<br>702 W PITTSBURG PL<br>BROKEN ARROW, OK 74012                    | 1-4                                   | 2   | AP SHAWNEE    |

|                                                                                              |       |   |            |
|----------------------------------------------------------------------------------------------|-------|---|------------|
| B & D EMPIRE LLC<br>4804 ARLINGTON AVE STE A<br>RIVERSIDE, CA 92504                          | 5-6   | 2 | AP SHAWNEE |
| MONKS J N<br>29200 SHERLOCK LANE<br>HENRYETTA, OK 74437                                      | 7-8   | 2 | AP SHAWNEE |
| MONKS J N<br>29200 SHERLOCK LANE<br>HENRYETTA, OK 74437                                      | 9-11  | 2 | AP SHAWNEE |
| GRIZZLE GLENN R & RUTH L<br>412 N BEARD<br>SHAWNEE, OK 74801                                 | 12-13 | 2 | AP SHAWNEE |
| MIDFIRST BANK % TAX COMPLIANCE<br>DEPARTMENT<br>501 NW GRAND BLVD<br>OKLAHOMA CITY, OK 73118 | 14-17 | 2 | AP SHAWNEE |
| FGR PROPERTIES LLC<br>P O BOX 3849<br>SHAWNEE, OK 74802                                      | 30-34 | 1 | AP SHAWNEE |
| CASEY JAROLD W & MONICA MARIE<br>CASEY FAMILY TRUST<br>4518 E 85TH ST<br>TULSA, OK 74137     | 28-29 | 1 | AP SHAWNEE |



**DATE:** June 11, 2020  
**TO:** Surrounding Property Owner within 300' of requested rezone  
**FROM:** Rebecca, Blaine  
**RE:** REZONING REQUEST FOR 419 N. BEARD

---

The applicant, Theresa Nicoletto, is requesting a rezoning from C-4 (Central Business District) to R-1 (Single-Family Residential) located at 419 N. Beard and is legally described as:

LOT TWENTY-SIX (26), AND TWENTY-SEVEN (27), BLOCK ONE (1), AMENDED PLAT OF THE CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF.

The purpose of the R-1 rezone request is for the structure to be used as a residential home for a single-family unit, instead of commercial office space.

You are receiving this letter because your property is within three hundred feet of the property where this request is being proposed.

The Planning Commission will consider this request on Wednesday, July 1<sup>st</sup>, 2020 at 1:30 p.m. at their regularly scheduled meeting (Commission Chambers, 16 W. 9<sup>th</sup> Street). If you have any comments or questions, please contact the City of Shawnee Community Development Department. Written comments may be submitted to the address or email below and should be submitted no later than three days before the public hearing.

The City Commission will consider this request on Monday, July 6<sup>th</sup> at 6:00 p.m. at their regularly scheduled meeting (Commission Chambers, 16 W. 9<sup>th</sup> Street). If you have any comments or questions, please contact the City of Shawnee Community Development Department. Written comments may be submitted to the address or email below and should be submitted no later than three days before the public hearing.

Attachments: Location Map

Respectfully,

**Rebecca Blaine, AICP, CNU-A, CFM**  
Planning Director  
222 N. Broadway Ave.  
Shawnee, OK 74801  
D: 405.878.1665  
[rebecca.blaine@shawneeok.org](mailto:rebecca.blaine@shawneeok.org)

To: Rebecca Blaine

*Thu 6/11/2020 6:54 pm*

Hello this is Micheal Hannifan the buyer for the 419 north beard Shawnee house. I was hoping for the rezoning information and to say thank you for your help. Also the seller is selling because zoning the home to C4 did not pay off as she couldn't get people to rent the building as a business. This is why she is selling and why she is rezoning it to R1 for me to buy it.





ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE CONCERNING THE ZONING CLASSIFICATION OF THE FOLLOWING DESCRIBED PROPERTY LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA, TO-WIT: LOTS TWENTY-SIX (26), AND TWENTY-SEVEN (27), BLOCK ONE (1), AMENDED PLAT OF THE CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF FROM ZONING CLASSIFICATION C-4 (CENTRAL BUSINESS DISTRICT) TO R-1 (SINGLE-FAMILY RESIDENTIAL DISTRICT) AND AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SHAWNEE ACCORDINGLY.

WHEREAS, pursuant to notice duly given as required by law, a public hearing conducted by the Board of Commissioners of the City of Shawnee, Oklahoma on the 6<sup>th</sup> day of July, 2020, upon an application to rezone certain properties located in the City of Shawnee, Oklahoma, from zoning classification C-4 (Central Business District) to R-1 (Single-Family Residential District).

WHEREAS, the Planning Commission of the City of Shawnee has conducted one or more public hearings on said application pursuant to notice as required by law and has submitted its final report and recommendation upon said application to the Board of Commissioners; and,

WHEREAS, it appears to be in the best interest of the City of Shawnee and the inhabitants thereof for said properties to be rezoned to R-1 (Single-Family Residential District).

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF SHAWNEE, OKLAHOMA:

SECTION 1: That the following described property located in the City of Shawnee, Oklahoma, to-wit: LOTS TWENTY-SIX (26), AND TWENTY-SEVEN (27), BLOCK ONE (1), AMENDED PLAT OF THE CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF FROM ZONING CLASSIFICATION C-4 (CENTRAL BUSINESS DISTRICT) TO R-1 (SINGLE-FAMILY RESIDENTIAL DISTRICT) AND AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SHAWNEE ACCORDINGLY.

PASSED AND APPROVED this 6<sup>th</sup> day of July, 2020.

\_\_\_\_\_  
ED BOLT, MAYOR

(SEAL)  
ATTEST:

\_\_\_\_\_  
LISA LASYONE, CMC, CITY CLERK

Approved as to form and legality this 6<sup>th</sup> day of July, 2020.

\_\_\_\_\_  
JOSEPH M. VORNDRAN,  
CITY ATTORNEY