

AGENDA
BOARD OF CITY COMMISSIONERS
April 19, 2021 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 Consent Agenda:
 - a. Minutes from the April 5, 2021 regular meeting.
 - b. Acknowledge the following reports and minutes:
 - License Payment Report for March 2021
 - Project Payment Report for March 2021
 - Planning Commission Minutes from the February 3, 2021 and March 3, 2021 regular meetings
 - c. Approval of a quote from WW Livestock Systems for purchase of livestock panels for the Heart of Oklahoma Exposition Center in the amount of \$58,779.24.
3. Presentation by Animal Control to present the Pet of the Week.
4. Mayor's Proclamations:

"Loyalty Day"
May 1, 2021

"Purple Heart City"
5. Introduction of Katy Fleming, General Manager of the Heart of Oklahoma Exposition Center.

6. Consideration of an ordinance amending portion of Chapter 15, entitled “Health and Safety” located in Chapter 15, Article I, of the City of Shawnee City Code of Ordinances, by specifically enacting the “City of Shawnee COVID-19 Safety Code”, to be codified as section 15-6 through 15-17 of the Code in order to provide the findings and declarations of the City Council; providing a definition of “Face Covering,” requiring face coverings shall be worn in certain places or settings; providing suggested guidelines for face coverings; providing exceptions; providing an effective and expiration date and time; providing for enforcement, violations, and penalties for violations; providing a defense; and declaring an emergency.
7. Consideration of a resolution declaring certain items surplus property; describing said items; and authorizing the donation or sale of said items at the City of Shawnee’s discretion.
8. Discussion, consideration, and possible action of an Appeal of an Administrative Order regarding the demolition of the residential structure located at 420 West Forrest Street.
9. Discussion, consideration, and possible action of an Appeal of an Administrative Order regarding the demolition of the residential structure located at 422 West Forrest Street.
10. Consideration of a Final Plat for Shawnee Retail Development, a 4.26-acre tract, located approximately 250 feet northwest of the intersection of Shawnee Mall Drive and North Harrison Avenue. Case No. PL06-21, Applicant: STP Solutions, Inc. on behalf of Shiv Properties, LLC.
11. Consideration of a Final Plat for Cardinal Point Addition – Phase I, a 12.08-acre tract, located approximately 1,150 feet east of North Union Avenue located on the north side of East 45th Street. Case No. PL07-21, Applicant: Cardinal Point Development, LLC.
12. Consideration of a Preliminary Plat for Rolling Hills Addition – Section 2, a 2.39-acre tract, located on the northeast corner of East Main Street and North Bryan Avenue. Case No. PL08-21, Applicant: Absentee Shawnee Housing Authority.
13. Consideration of the following budget amendments:
 - a. Fund 001 General Fund – To adjust budget for estimated sales tax collections and other revenue sources; and to adjust budget for changes which have occurred since January 2021 and anticipated needs for the rest of the fiscal year.
 - b. Fund 102 E-911 Fund – To adjust revenue for estimated collections and align expenditures with expected use.
 - c. Fund 104 Economic Development Fund – To adjust for estimated sales tax collections.
 - d. Fund 105 Spay/Neuter Fund – To cover increased spay and neuter costs.
 - e. Fund 106 Hotel/Motel Surcharge Fund – To adjust for personnel changes and related expenditures.

- f. Fund 107 Police Sales Tax Fund – To adjust for sales tax estimate increase and related transfer.
 - g. Fund 108 Fire Sales Tax Fund – To adjust for sales tax estimate increase and related transfer.
 - h. Fund 190 CDBG Grant Fund – To adjust for personnel changes and related expenditures.
 - i. Fund 198 ODOC NSP Program Fund – Fund cleanup.
 - j. Fund 199 Home Rehab Program Income Fund – Fund cleanup.
 - k. Fund 301 Capital Improvement Fund – To adjust revenue for sales tax and grant revenue; and to adjust expenditures for park needs, wildland gear, and building maintenance.
 - l. Fund 302 Street Improvement Fund – To adjust costs for expected charges including, Kickapoo expansion, the lease of the street sweeper, and bank charges.
 - m. Fund 303 2018 Capital Improvement Fund – To adjust for current projects including the Police Station, park projects, and the Santa Fe Depot.
 - n. Fund 350 Aquatic Center Fund – To adjust for expected changes including workers' compensation allocation and personnel services among others.
 - o. Fund 701 Library Fund – To adjust for janitorial services and changes in expected personnel and utility costs.
 - p. Fund 706 Gifts and Contributions Fund – To adjust for use of donations by the Shawnee Senior Citizens Center.
14. Acknowledge monthly Sales Tax and Budget Reports.
15. New Business
- (Any matter not known or which could not have been reasonably foreseen prior to the posting of the agenda)
16. Commissioners Comments
17. 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. a.

Meeting Date: 04/19/2021

Minutes

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Minutes from the April 5, 2021 regular meeting.

Attachments

Minutes

BOARD OF CITY COMMISSIONERS PROCEEDINGS

APRIL 5, 2021 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, April 5, 2021 at 6:00 p.m., pursuant to notice duly posted as prescribed by law at 3:52 p.m. on April 2, 2021. Mayor Bolt presided and called the meeting to order. Upon roll call, the following members were in attendance.

Ed Bolt
Mayor

Daniel Matthews
Commissioner Ward 1

Bob Weaver
Commissioner Ward 2

Travis Flood
Commissioner Ward 3

Darren Rutherford
Commissioner Ward 4-Vice Mayor

Mark Sehorn
Commissioner Ward 5

Ben Salter
Commissioner Ward 6

ABSENT: None

INVOCATION

Commissioner Matthews

FLAG SALUTE

AGENDA ITEM NO. 1:

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

Mr. Rob Morris asked the Commission questions regarding the Fairview Cemetery Mausoleum.

Mr. Pete Carrels thanked the Mayor for being on the Nextdoor App. He expressed his concern about sales tax and money not being spent. Mr. Carrels commended the City on the action taken during the winter storm.

AGENDA ITEM NO. 2:

Consider approval of Consent Agenda:

- a. Minutes from the March 15, 2021 regular meeting.
- b. Acceptance of a Permanent Easement from Sai Om Sai, LLC., regarding parcel no. 0000-31-011-004-0-001-01.
- c. Acceptance of a Permanent Easement from Sai Om Sai, LLC., regarding parcel no. 0000-31-011-004-0-006-01.
- d. Acknowledge a recommendation to the Wes Watkins Reservoir Oversight Committee to appoint Bradley Schmidt as the City's representative to the Wes Watkins Reservoir Oversight Committee.
- e. Acknowledge the resignation of LaDonna Bryce from the Shawnee Community Beautification Committee.
- f. Acknowledge the resignation of Mike Mlynek from the Shawnee Community Beautification Committee.
- g. Mayor's Appointments:

Shawnee Community Beautification Committee

Lisa Hair 1st Partial Term Expires: January 1, 2022

Replaces LaDonna Bryce – Resigned

Sarah Murphy 1st Partial Term Expires: January 1, 2022

Replaces Mike Mlynek – Resigned

Shawnee Urban Renewal Authority

Crista Blue 1st Full Term Expires: February 2, 2024

Replaces Paul Davis – Resigned

A motion was made by Vice Mayor Rutherford, seconded by Commissioner Weaver, to approve the Consent Agenda Item Nos. 2(a-g). Motion carried 7-0.

AYE: Rutherford, Weaver, Flood, Bolt, Sehorn, Salter, Matthews

NAY: None

AGENDA ITEM NO. 3:

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

Animal Control Officer Wendy Cole presented Flower, a two-and-a-half-year-old canine. Flower is up for adoption.

Officer Cole advised that the Animal Shelter currently has seventeen dogs, three cats, and one pig.

AGENDA ITEM NO. 4:

Mayor's Proclamation:

"National Public Safety
Telecommunications Week"
April 11-17, 2021

Communications Manager Christina Brown accepted the Mayor's Proclamation for "National Public Safety Telecommunications Week" presented by Mayor Bolt.

AGENDA ITEM NO. 5:

Presentation by Lauren Craig, Homeless Services Coordinator, regarding the Homeless Initiative.

Ms. Lauren Craig, Homeless Service Coordinator, gave a presentation regarding the Homeless Initiative known as the *Quality by Name List* program. She briefly described how the Homeless Initiative got started and the next steps in creating understanding between agencies in the community. Ms. Craig answered questions from the Commissioners.

AGENDA ITEM NO. 6:

Consider Oklahoma Municipal Retirement Fund lump sum payment from Defined Benefit Plan for Cynthia S. Arnold.

A motion was made by Commissioner Weaver, seconded by Commissioner Matthews, to approve the Oklahoma Municipal Retirement Fund lump sum payment from Defined Benefit Plan for Cynthia S. Arnold. Motion carried 7-0.

AYE: Weaver, Matthews, Flood, Bolt, Rutherford, Sehorn, Salter

NAY: None

AGENDA ITEM NO. 7:

Discussion and consideration of acceptance of the Fairview Cemetery Mausoleum.

City Manager Chance Allison explained the matter of ownership and the need to create a plan to renovate the mausoleum on the City's property at Fairview Cemetery.

Utility Director Brad Schmidt estimated the total renovation of the mausoleum would be approximately Six Hundred Thousand Dollars (\$600,000.00). He explained that Staff is currently updating quotes from 2015 and 2020.

A motion was made by Commissioner Matthews, seconded by Commissioner Flood, to accept the Fairview Cemetery Mausoleum and remaining trust fund balance of approximately Thirty Thousand Dollars (\$30,000.00). Motion carried 7-0.

AYE: Matthews, Flood, Bolt, Rutherford, Sehorn, Salter, Weaver

NAY: None

AGENDA ITEM NO. 8:

Consider Bids:

- a. Whittaker Street Rehabilitation Project No. 20SHAWWHITST (Award)

City Engineer Seth Barkhimer announced that three (3) bids were received. After review and consideration, it is Staff's recommendation to reject the bids. Mr. Barkhimer advised that rebidding the project will cause a delay; however, the proposed changes will allow for more competitive bidding.

A motion was made by Vice Mayor Rutherford, seconded by Commissioner Sehorn, to accept staff's recommendation to reject the bids. Motion carried 7-0.

AYE: Rutherford, Sehorn, Salter, Matthews, Weaver, Flood, Bolt

NAY: None

AGENDA ITEM NO. 9:

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. 10:

Commissioners Comments

Commissioner Salter stated the mausoleum project is going to be interesting to work through.

Commissioner Sehorn shared that he drove through Fairview Cemetery after it has been sprayed and stated the mausoleum is run down.

Vice Mayor Rutherford stated the cemetery is looking better with the work that has been done.

Commissioner Flood thanked Mr. Schmidt for working on the mausoleum. He also thanked Mr. Carrels for bringing up the need to update information. Commissioner Flood stated that he has been asked what the plans are for the mask mandate and thinks it might be time to revisit the mandate for discussion.

Commissioner Weaver explained he has not seen any follow through on the previous public commitment to put funds toward the upkeep Shawnee Mall. He stressed the importance that citizens help pick up trash in the community.

Commissioner Matthews expressed his condolences of a passing of a member in Commissioner Flood's family. He stated he enjoyed his visit with Ms. Craig and admires the Homeless Initiative. He is thankful for the dispatchers.

Commissioner Matthews echoed the need to revisit the mask mandate on the next agenda, if not sooner.

Mayor Bolt stated a link had been provided to Mr. Carrels to receive the sales tax information that is provided at the second Commission Meeting of each month. He also encouraged citizens to follow OpenGov, Inc. for access to the City's public information when it becomes available. Mayor Bolt thanked Ms. Craig for the work she has done on the Homeless Initiative. He echoed the need for renovating the mausoleum and stated the mask mandate would be reviewed

AGENDA ITEM NO. 11:

Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (7:02 p.m.)

ED BOLT, MAYOR

ATTEST:

LISA LASYONE, CMC, CITY CLERK

DRAFT

Regular Board of Commissioners**2. b.**

Meeting Date: 04/19/2021

Reports & Minutes

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Acknowledge the following reports and minutes:

- License Payment Report for March 2021
- Project Payment Report for March 2021
- Planning Commission Minutes from the February 3, 2021 and March 3, 2021 regular meetings

Attachments

License Payment Report

Project Payment Report

Planning Minutes 02-03-2021

Planning Minutes 03-03-2021

4/01/2021 9:37 AM		L I C E N S E P A Y M E N T R E P O R T					PAGE: 1	
LICENSES: THRU ZZZZZZZZZZ		SORTED BY: CODE			PAYMENT DATES:		3/01/2021 TO 3/31/2021	
===== PAYMENT DISTRIBUTION =====								
LICENSE	PERIOD	CODE	ISSUED TO	FEE	PENALTY	TAX	INTEREST	TOTAL PAID
034159	3/01/21- 2/28/22	ABEERWINE	CRACKER BARREL #458	500.00CR	.00	.00	.00	500.00CR
023401	2/12/21- 2/11/22	ALARM	BOTTOMS UP	15.00CR	.00	.00	.00	15.00CR
028847	4/20/21- 4/19/22	ALARM	DUTTON, RUTH	15.00CR	.00	.00	.00	15.00CR
030789	4/10/21- 4/09/22	ALARM	FANELLI, JOHN	15.00CR	.00	.00	.00	15.00CR
033443	3/18/21- 3/17/22	ALARM	CRAIG, CLIFFORD	15.00CR	.00	.00	.00	15.00CR
033901	3/18/21- 3/17/22	ALARM	GABBERT, MARK J	15.00CR	.00	.00	.00	15.00CR
033904	3/31/21- 3/30/22	ALARM	NORTON, CHARLES	15.00CR	.00	.00	.00	15.00CR
034168	3/03/21- 3/02/22	ALARM	HARLESS, DEBBIE K	25.00CR	.00	.00	.00	25.00CR
034169	3/05/21- 3/04/22	ALARM	MUSE, JERRY L	25.00CR	.00	.00	.00	25.00CR
034172	3/08/21- 3/07/22	ALARM	NEWSOM, JERRY D	25.00CR	.00	.00	.00	25.00CR
034176	3/12/21- 3/11/22	ALARM	GOWAN, ROBERT	25.00CR	.00	.00	.00	25.00CR
034182	3/24/21- 3/23/22	ALARM	WILSIE, DEBBIE	25.00CR	.00	.00	.00	25.00CR
54282	4/03/21- 4/02/22	BEERWINE	E-Z MART #4352	900.00CR	.00	.00	.00	900.00CR
034177	3/12/21-12/31/21	DEMOL	HESTER, RONALD	75.00CR	.00	.00	.00	75.00CR
007705	4/01/21- 3/31/22	ELECC	WILLIAMS, WENDALL R	75.00CR	.00	.00	.00	75.00CR
014161	3/09/21- 7/31/21	ELECC	CONOVER, PAUL	100.00CR	.00	.00	.00	100.00CR
026326	4/01/21- 3/31/22	ELECC	PARKER, TIMOTHY P	75.00CR	.00	.00	.00	75.00CR
030740	4/01/21- 3/31/22	ELECC	COOK, JUSTIN L	75.00CR	.00	.00	.00	75.00CR
033418	4/01/21- 3/31/22	ELECC	ROBERTSON, JEREMY	75.00CR	.00	.00	.00	75.00CR
033727	8/14/20-12/31/21	ELECC	MONTGOMERY, GRANT P	100.00CR	.00	.00	.00	100.00CR
033827	7/31/20- 7/30/21	ELECC	CULVER, BRANDON T	100.00CR	.00	.00	.00	100.00CR
034138	4/01/21- 3/31/22	ELECC	MCATEE, ROBERT	75.00CR	.00	.00	.00	75.00CR
034156	3/01/21- 2/28/22	ELECC	RUIZ, GABRIEL	100.00CR	.00	.00	.00	100.00CR
034178	3/16/21- 3/15/22	ELECC	GILES, JOHNATHAN	100.00CR	.00	.00	.00	100.00CR
034179	3/19/21- 3/18/22	ELECC	ALLRED II, RONALD D	100.00CR	.00	.00	.00	100.00CR
531145	3/01/21- 2/28/22	ELECC	RODGERS, GREG	75.00CR	.00	.00	.00	75.00CR
531287	3/01/21- 2/28/22	ELECC	WALKER, RAYMOND W	75.00CR	.00	.00	.00	75.00CR
034180	3/24/21- 6/21/21	IMERC	SPECIAL KNEADS EATS & TRE	50.00CR	.00	.00	.00	50.00CR
010849	1/04/21- 1/03/22	LAKELEASE	ROSTOCHIL, JOSEPH	731.00CR	.00	.00	.00	731.00CR
010869	1/08/21- 1/07/22	LAKELEASE	HOWARD, TOMMIE	746.00CR	.00	.00	.00	746.00CR
010870	1/08/21- 1/07/22	LAKELEASE	HOWARD, TOMMIE	746.00CR	.00	.00	.00	746.00CR
012489	3/20/21- 3/19/22	LAKELEASE	MOORE, ERRON D	746.00CR	.00	.00	.00	746.00CR
024913	2/04/21- 2/03/22	LAKELEASE	MASSEY, JENNIFER D	746.00CR	.00	.00	.00	746.00CR
024994	4/08/21- 4/07/22	LAKELEASE	HUSKINS, JULIE A	746.00CR	.00	.00	.00	746.00CR
026924	4/21/21- 4/20/22	LAKELEASE	LINDLEY, ROBERT R	746.00CR	.00	.00	.00	746.00CR
026927	4/21/21- 4/20/22	LAKELEASE	LINDLEY, ROBERT R	746.00CR	.00	.00	.00	746.00CR
030534	3/21/21- 3/20/22	LAKELEASE	DUROY, R CHRIS	746.00CR	.00	.00	.00	746.00CR
032175	3/20/21- 3/19/22	LAKELEASE	WARMINGTON, CHAD	746.00CR	.00	.00	.00	746.00CR
033900	3/17/21- 3/16/22	LAKELEASE	SPARKS, KENNETH	746.00CR	.00	.00	.00	746.00CR
54913	2/15/20- 2/14/22	LIQR	BOTTOMS UP	1,200.00CR	.00	.00	.00	1,200.00CR
033405	2/14/21- 2/13/22	MARIJ-1	THE LEAFY SOL LLC	1,500.00CR	.00	.00	.00	1,500.00CR
034167	3/03/21- 3/02/22	MARIJ-1	MJ INNOVATIONS MEDICAL LL	1,500.00CR	.00	.00	.00	1,500.00CR
034175	3/11/21- 3/10/22	MARIJ-1	SHAWMPTON CANNABIS CO	1,500.00CR	.00	.00	.00	1,500.00CR
034161	3/02/21- 3/01/22	MARIJ-2	M'S GROWING FARM	1,500.00CR	.00	.00	.00	1,500.00CR
034162	3/02/21- 3/01/22	MARIJ-3	DRCP PROCESSING LLC	1,500.00CR	.00	.00	.00	1,500.00CR
034163	3/02/21- 3/01/22	MARIJ-7	DRCP PROCESSING LLC	1,500.00CR	.00	.00	.00	1,500.00CR

===== PAYMENT DISTRIBUTION =====								
LICENSE	PERIOD	CODE	ISSUED TO	FEE	PENALTY	TAX	INTEREST	TOTAL PAID
008652	4/01/21- 3/31/22	MECHC	SPAETH, JON K	75.00CR	.00	.00	.00	75.00CR
026672	4/01/21- 3/31/22	MECHC	MATHERLY, JACOB A	75.00CR	.00	.00	.00	75.00CR
027885	9/01/19- 8/31/21	MECHC	BACHUS, BEN B	100.00CR	.00	.00	.00	100.00CR
030995	2/01/19- 1/31/22	MECHC	BRESHEARS, WALTER L	100.00CR	.00	.00	.00	100.00CR
033882	7/01/20- 6/30/21	MECHC	MANSELL, WAYNE	100.00CR	.00	.00	.00	100.00CR
034170	3/05/21- 3/04/22	MECHC	PERFECT CLIMATE HEATING &	100.00CR	.00	.00	.00	100.00CR
034171	3/08/21- 3/07/22	MECHC	CLARK, JAMES	100.00CR	.00	.00	.00	100.00CR
034174	3/11/21- 4/30/21	MECHC	NGUYEN, KELVIN	100.00CR	.00	.00	.00	100.00CR
034183	3/25/21- 3/24/22	MECHC	WARNER, CHARLES H	100.00CR	.00	.00	.00	100.00CR
532277	5/01/21- 4/30/22	MECHC	KIDD, WILLIAM C JR	75.00CR	.00	.00	.00	75.00CR
011058	3/18/21- 3/17/22	MIXED	PAUL'S PLACE LLC	900.00CR	.00	.00	.00	900.00CR
023445	3/08/21- 3/07/22	MIXED	BRICKTOWN BREWERY	900.00CR	.00	.00	.00	900.00CR
54810	3/12/21- 3/11/22	MIXED	CAZADOREZ MEXICAN RESTAUR	900.00CR	.00	.00	.00	900.00CR
5486	4/23/21- 4/22/22	MIXED	CHILI'S GRILL & BAR	900.00CR	.00	.00	.00	900.00CR
019993	9/01/19- 8/31/21	PLUMC	SEIDL, CLINTON G	100.00CR	.00	.00	.00	100.00CR
025184	6/29/20- 6/28/21	PLUMC	DUNN, JERRY D	100.00CR	.00	.00	.00	100.00CR
026670	4/01/21- 3/31/22	PLUMC	MATHERLY, JACOB A	75.00CR	.00	.00	.00	75.00CR
029897	1/01/21-12/31/21	PLUMC	BRIERLY, CHRISTOPHER G	75.00CR	.00	.00	.00	75.00CR
032153	9/01/20- 8/31/21	PLUMC	PURSELL, BRETT M	100.00CR	.00	.00	.00	100.00CR
034124	4/01/21- 3/31/22	PLUMC	MATTHEWS PLUMBING & UTILI	75.00CR	.00	.00	.00	75.00CR
034157	3/01/21- 2/28/22	PLUMC	ROBERTS, TERRY	100.00CR	.00	.00	.00	100.00CR
034166	3/02/21- 3/31/21	PLUMC	WATSON, JOSEPH	100.00CR	.00	.00	.00	100.00CR
034173	3/09/21- 3/08/22	PLUMC	PAINE, H ALLAN	100.00CR	.00	.00	.00	100.00CR
034184	3/26/21- 3/25/22	PLUMC	BOHANNON, ERIC	100.00CR	.00	.00	.00	100.00CR
53224	12/01/20-11/30/21	PLUMC	CARRILLO, DANNY W	75.00CR	.00	.00	.00	75.00CR
018667	3/24/21- 8/20/21	SNOWC	EZ-E SNO-SHAK	25.00CR	.00	.00	.00	25.00CR
033911	4/07/21- 4/06/22	SOLIC	DAVIS, ROBERT N	50.00CR	.00	.00	.00	50.00CR
034164	3/02/21- 3/01/22	SOLIC	COFFMAN, JUSTICE	50.00CR	.00	.00	.00	50.00CR

RECORD TOTAL		INPUT TOTAL	FEE TOTAL	PENALTY TOTAL	TAX TOTAL	INTEREST TOTAL	GRAND TOTAL__	
74			26,906.00CR				26,906.00CR	

** LICENSE CODE TOTALS **

		===== PAYMENT DISTRIBUTION =====				
LICENSE CODE	DESCRIPTION	FEE	PENALTY	TAX	INTEREST	TOTAL PAID
ABEERWINE	BEER AND WINE LICENSE	1	500.00CR			500.00CR
ALARM	BURGLAR/FIRE ALARM LICENSE	11	215.00CR			215.00CR
BEEERWINE	BEER AND WINE OCCUPATIONAL TAX	1	900.00CR			900.00CR
DEMOL	DEMOLITION ANNUAL LICENSE	1	75.00CR			75.00CR
ELECC	ELECTRICAL CONTRACTOR	13	1,125.00CR			1,125.00CR
IMERC	ITINERANT MERCHANT	1	50.00CR			50.00CR
LAKELEASE	LAKE LEASE	11	8,191.00CR			8,191.00CR
LIQR	RETAIL LIQUOR OCCUPATIONAL TAX	1	1,200.00CR			1,200.00CR
MARIJ-1	COM MARIJUANA DISPENSARY	3	4,500.00CR			4,500.00CR
MARIJ-2	COM MARIJUANA GROWER	1	1,500.00CR			1,500.00CR
MARIJ-3	COM MARIJUANA PROCESSOR	1	1,500.00CR			1,500.00CR
MARIJ-7	COM MARIJUANA TRANSPORTER	1	1,500.00CR			1,500.00CR
MECHC	MECHANICAL CONTRACTOR	10	925.00CR			925.00CR
MIXED	MIXED BEV OCCUPATIONAL TAX	4	3,600.00CR			3,600.00CR
PLUMC	PLUMBING CONTRACTOR	11	1,000.00CR			1,000.00CR
SNOWC	SNOW CONE STAND LICENSE	1	25.00CR			25.00CR
SOLIC	SOLICITOR ANNUAL LICENSE	2	100.00CR			100.00CR
TOTAL			26,906.00CR			26,906.00CR

** REPORT CODE TOTALS **

		===== PAYMENT DISTRIBUTION =====				
REPORT CODE	DESCRIPTION	FEE	PENALTY	TAX	INTEREST	TOTAL PAID
111419	MARIJUANA GROWN UNDER COVER	1	1,500.00CR			1,500.00CR
238210	Electrical Contractors	12	1,050.00CR			1,050.00CR
238220	Plumbing, Heating, and Air-Con	19	1,775.00CR			1,775.00CR
238910	Site Preparation Contractors	1	75.00CR			75.00CR
424590	MARIJUANA MERCHANT WHOLESALERS	1	1,500.00CR			1,500.00CR
424810	BEER/ALE MERCHANT WHOLESALE	1	500.00CR			500.00CR
445299	All Other Specialty Food Store	1	25.00CR			25.00CR
445310	Beer, Wine, and Liquor Stores	5	4,800.00CR			4,800.00CR
453998	MARIJUANI STORES, MEDICAL REC	4	6,000.00CR			6,000.00CR
454390	Other Direct Selling Establish	3	150.00CR			150.00CR
522298	All Other Nondepository Credit	11	215.00CR			215.00CR
531190	Lessors of Other Real Estate P	11	8,191.00CR			8,191.00CR
999999	Migrated License	4	1,125.00CR			1,125.00CR
TOTAL			26,906.00CR			26,906.00CR

** FEE CODE TOTALS **

		===== PAYMENT DISTRIBUTION =====				
FEE CODE	DESCRIPTION	FEE	PENALTY	TAX	INTEREST	TOTAL PAID
ABEERWINE	BEER AND WINE LICENSE FEE	1	500.00CR			500.00CR
ALARM	BURGLAR/FIRE ALARM LICENSE	5	125.00CR			125.00CR
ALARMRENEW	BURGLAR/FIRE ALARM RENEW	6	90.00CR			90.00CR
BEERWINER	BEER AND WINE RENEWAL	1	900.00CR			900.00CR
DEMOL	DEMOLITION LICENSE FEE	1	75.00CR			75.00CR
ELEC1	ELECTRICAL CONTRACTOR INITIAL	3	300.00CR			300.00CR
ELEC2	ELECTRICAL CONTRACTOR RENEW	10	825.00CR			825.00CR
IMERC	ITINERANT MERCHANT FEE	1	50.00CR			50.00CR
LAKELEASE	LAKE LEASE	11	8,191.00CR			8,191.00CR
LIQR	RETAIL LIQUOR OCCUPATIONAL TAX	1	1,200.00CR			1,200.00CR
MARIJFEE1	MARIJUANA BASE FEE	6	9,000.00CR			9,000.00CR
MECH1	MECHANICAL CONTRACTOR INTIAL	4	400.00CR			400.00CR
MECH2	MECHANICAL CONTRACTOR RENEW	6	525.00CR			525.00CR
MIXER	MIXED BEVERAGE RENEWAL	4	3,600.00CR			3,600.00CR
PLUM1	PLUMBING CONTRACTOR INITIAL	4	400.00CR			400.00CR
PLUM2	PLUMBING CONTRACTOR RENEW	7	600.00CR			600.00CR
SNOWC	SNOW CONE STAND LICENSE FEE	1	25.00CR			25.00CR
SOLIC	SOLICITOR ANNUAL LICENSE	2	100.00CR			100.00CR
TOTAL			26,906.00CR			26,906.00CR

LICENSES: THRU ZZZZZZZZZZ

SORTED BY: CODE

PAYMENT DATES: 3/01/2021 TO 3/31/2021

** GENERAL LEDGER DISTRIBUTION **

FUND G/L ACCOUNT	ACCOUNT NAME	AMOUNT
001-4017	OCCUPATIONAL TAX	5,700.00CR
001-4201	LICENSES	965.00CR
001-4210	REGISTRATIONS	3,050.00CR
001-4218	MEDICAL MARIJUANA LICENSE	9,000.00CR
001-4601	LAKESITE LEASES RENTAL REV	8,191.00CR
799-1023	BANCFIRST GENERAL ACCT	26,906.00

REPORT SELECTION CRITERIA

REPORT SELECTION

LICENSES: THRU ZZZZZZZZZZ
EFFECTIVE DATES: 0/00/0000 TO 99/99/9999
EXPIRATION DATES: 0/00/0000 TO 99/99/9999
PAYMENT DATES: 3/01/2021 TO 3/31/2021
LICENSE CODES: All
REPORT CODES: All
FEE CODES: All

PRINT OPTIONS

SEQUENCE: CODE
REPORT TYPE: SUMMARY
REVERSE PAYMENTS: YES

END OF REPORT

STATUS: ALL

SEGMENT CODES: All

FEE CODES: All

PROJECTS: THRU ZZZZZZZZZZ

PAYMENT DATES: 3/01/2021 TO 3/31/2021

SORTED BY: PROJECT

PROJECT	PAY DATE	ISSUED TO	PROPERTY	TOTAL PAID	COMMENT
201445	3/19/2021	DAGIVA ENTERPRISES INC	2021 N BROADWAY AVE	116.74CR	
201476	3/11/2021	WHITECOTTON, RICHARD	16408 PATTERSON RD	1,096.75CR	
201497	3/01/2021	JC SOON CUSTOM POOLS	16005 PATTERSON RD	64.50CR	
201505	3/11/2021	LIPPERT BROS INC	217 N KICKAPOO	2,640.75CR	
201511	3/02/2021	TSU ONE	45TH	60.00CR	
201512	3/02/2021	TSU ONE	N UNION	60.00CR	
201513	3/02/2021	TSU ONE	N UNION	60.00CR	
201529	3/01/2021	DAVIDSON CONCRETE	1822 N BROADWAY AVE	150.00CR	
201530	3/01/2021	DAVIDSON CONCRETE	1830 N BROADWAY AVE	150.00CR	
201531	3/01/2021	HOLLAND ELECTRIC	16501 ARCHERY RANGE RD	54.50CR	
201533	3/03/2021	BENNETT, KENNETH	12 TIMBER CREEK DR	29.50CR	
201541	3/02/2021	STANLEY PLUMBING SERVICES	6 JANEWAY PL	54.50CR	
201542	3/04/2021	CHRISTIAN, MICHAEL S	1 FRANKLIN CIRCLE	29.79CR	
201543	3/15/2021	GREG BROWN HOMES	1700 REGENCY COURT	1,207.41CR	
201544	3/03/2021	BOWEN, MICHAEL	7 COUNTRY CLUB RD	64.50CR	
201545	3/15/2021	TSU ONE	4300 N UNION AVE	60.00CR	
201546	3/15/2021	TSU ONE	4301 N UNION AVE	60.00CR	
201547	3/15/2021	TSU ONE	4392 N UNION AVE 200	60.00CR	
201548	3/03/2021	ALL ABOUT PLUMBING	636 N CHAPMAN AVE	54.50CR	
201550	3/03/2021	ALL ABOUT PLUMBING	524 N ROOSEVELT AVE A	54.50CR	
201552	3/04/2021	BOSS ELECTRIC	16005 PATTERSON RD	54.50CR	
201553	3/04/2021	COMPLETE PLUMBING LLC	902 N TUCKER AVE	54.50CR	
201554	3/11/2021	D & D CONTRACTORS	524 N ROOSEVELT AVE A	312.63CR	
201555	3/05/2021	HOMESTEAD ELECTRIC	524 N ROOSEVELT AVE A	54.50CR	
201556	3/05/2021	DOYLE'S ELECTRIC, INC	7 COUNTRY CLUB RD	54.50CR	
201557	3/05/2021	MORGAN ELECTRICAL ENTERPRISES	801 N HARRISON AVE	204.50CR	
201558	3/08/2021	TERRY'S AMERICAN HVAC	227 N UNION AVE	54.50CR	
201559	3/08/2021	TERRY'S AMERICAN HVAC	227 N UNION AVE	60.00CR	
201560	3/05/2021	NEWPORT ELECTRIC	525 W WALLACE	54.50CR	
201561	3/05/2021	NEWPORT ELECTRIC	640 N PARK AVE	54.50CR	
201562	3/05/2021	DALE'S PLUMBING	201 E DUNBAR ST	54.50CR	
201563	3/08/2021	PERFECT CLIMATE HEATING & AIR	8 E BRIARWOOD ST	104.50CR	
201564	3/05/2021	ABSENTEE SHAWNEE HOUSING AUTHO	MAIN ST	235.00CR	
201565	3/11/2021	SHOFSTALL, NATHANIEL P	4304 HYATT RD	29.50CR	
201566	3/15/2021	BOLT, PHYLLIS M	15 E FRANKLIN ST	106.08CR	
201567	3/08/2021	DUNN, JERRY D	3815 N HARRISON AVE	54.50CR	
201569	3/10/2021	PROFESSIONAL PLUMBING SERVICE	2 CASTLE CREEK PL	54.50CR	
201570	3/09/2021	CULVER ELECTRIC	1920 BROWNSTONE WAY	54.50CR	
201571	3/09/2021	MORTON, CAMERON D	616 N AYDELOTTE AVE	54.50CR	
201572	3/09/2021	BOB'S ELECTRIC	511 N KICKAPOO A	54.50CR	
201573	3/09/2021	ROWDY BOYS PLUMBING	511 N KICKAPOO A	54.50CR	
201574	3/09/2021	STP SOLUTIONS, INC	4900 N HARRISON AVE	229.00CR	
201575	3/18/2021	JONSTON, ZECH	2303 CREST DR	42.75CR	
201576	3/10/2021	SUNTECH HEAT AND AIR	4306 N CHAPMAN AVE	54.50CR	

STATUS: ALL

SEGMENT CODES: All

FEE CODES: All

PROJECTS: THRU ZZZZZZZZZZ

PAYMENT DATES: 3/01/2021 TO 3/31/2021

SORTED BY: PROJECT

PROJECT	PAY DATE	ISSUED TO	PROPERTY	TOTAL PAID	COMMENT
201577	3/10/2021	MEIER & SON DEMOLITION LLC	1001 N KENNEDY AVE	50.00CR	
201578	3/16/2021	CLARK HEATING & COOLING LLC	700 S POTTENGER AVE	54.50CR	
201580	3/10/2021	SUNBELT HEATING & AIR	10 TIMBER CREEK DR	67.00CR	
201581	3/10/2021	COMPLETE PLUMBING LLC	218 E MAIN ST	54.50CR	
201582	3/10/2021	COMPLETE PLUMBING LLC	1920 BROWNSTONE WAY	54.50CR	
201583	3/15/2021	GOBER, JESSI	3715 N HARRISON AVE	29.50CR	
201584	3/11/2021	PURSELL, BRETT M	6 APACHE	54.50CR	
201585	3/11/2021	STANLEY PLUMBING SERVICES	9 E FARRALL ST	54.50CR	
201586	3/15/2021	FAMILY POOLS	31601 WESTLAKE RD	64.50CR	
201587	3/11/2021	SHAWMPTON CANNABIS CO	511 N KICKAPOO A	50.00CR	
201589	3/12/2021	GOWAN, ROBERT	31820 INGRAM RD	29.50CR	
201590	3/12/2021	HESTER, RONALD	1525 N BROADWAY AVE	50.00CR	
201591	3/15/2021	GREG BROWN HOMES	409 W FRANKLIN ST	1,086.50CR	
201592	3/15/2021	GREG BROWN HOMES	413 W FRANKLIN ST	1,086.50CR	
201593	3/12/2021	ALEXANDER PLUMBING & ELECTRIC	2524 N HARRISON AVE 83	54.50CR	
201594	3/12/2021	ALEXANDER PLUMBING & ELECTRIC	2524 N HARRISON AVE 84	54.50CR	
201595	3/12/2021	AIR COMFORT SOLUTIONS	705 W DEWEY ST	54.50CR	
201596	3/12/2021	AIR COMFORT SOLUTIONS	705 W DEWEY ST	54.50CR	
201597	3/15/2021	SPARKS HEATING AND AIR	4901 N KICKAPOO AVE	129.50CR	
201598	3/15/2021	SPARKS HEATING AND AIR	4901 N KICKAPOO AVE	317.00CR	
201599	3/15/2021	ROGERS ELECTRIC	926 E INDEPENDENCE ST #19	54.50CR	
201600	3/15/2021	CACARES, MARIA	321 N MCKINLEY AVE	355.13CR	
201601	3/16/2021	CADE CONSTRUCTION	100 N TENNESSEE AVE	325.25CR	
201602	3/16/2021	ABOVE ALL ELECTRICAL SOLUTIONS	130 N LOUISA AVE	54.50CR	
201603	3/16/2021	TRI-COUNTY AIR SOLUTIONS	2309 E 10TH ST	79.50CR	
201605	3/18/2021	CS PLUMBING	202 W GEORGIA ST	429.50CR	
201606	3/18/2021	CS PLUMBING	202 W GEORGIA ST	60.00CR	
201607	3/18/2021	RUIZ, PLIAIO	1717 N BEARD AVE	100.00CR	
201608	3/18/2021	MONTGOMERY, GRANT P	516 N DOROTHY AVE	54.50CR	
201609	3/18/2021	DAVIS, JAMES R	1412 N LOUISA AVE	67.00CR	
201610	3/19/2021	R-2 ELECTRIC INC	14702 PATTERSON RD	54.50CR	
201611	3/19/2021	COMPLETE PLUMBING LLC	524 W KIRK ST	54.50CR	
201612	3/19/2021	ALL ABOUT PLUMBING	220 N HARRISON AVE	54.50CR	
201613	3/26/2021	BLUE HAVEN POOLS	1005 MUIRFIELD DR	64.50CR	
201614	3/19/2021	LUCKY DAY	1904 N PENNSYLVANIA AVE	79.50CR	
201615	3/19/2021	LUCKY DAY	126 N RICH AVE	79.50CR	
201616	3/22/2021	JG SOLUTIONS	25 QUAIL RIDGE	54.50CR	
201617	3/22/2021	JIMMY'S PLUMBING	726 N HARRISON	54.50CR	
201618	3/22/2021	JIMMY'S PLUMBING	728 N HARRISON AVE	54.50CR	
201619	3/30/2021	PADDOCKS BUILDING & REPAIR	202 N PARK AVE	37.86CR	
201620	3/23/2021	MORTON, BRANDY	9 E MAIN ST	100.00CR	
201621	3/23/2021	LORENTZ WIRELESS LLC DBA ASSIS	731 E INDEPENDENCE ST	50.00CR	
201622	3/25/2021	JIMMY B QUICK PLUMBING	1107 E WAYNE ST	54.50CR	
201623	3/25/2021	WHISKEY WINGS	126 N BROADWAY AVE	50.00CR	

STATUS: ALL

SEGMENT CODES: All

FEE CODES: All

PROJECTS: THRU ZZZZZZZZZZ

PAYMENT DATES: 3/01/2021 TO 3/31/2021

SORTED BY: PROJECT

PROJECT	PAY DATE	ISSUED TO	PROPERTY	TOTAL PAID	COMMENT
201624	3/30/2021	GOWAN, ROBERT	31820 INGRAM RD	259.50CR	
201626	3/25/2021	K & M WRECKING LLC	216 S OKLAHOMA AVE	50.00CR	
201627	3/25/2021	K & M WRECKING LLC	713 S MARKET AVE	50.00CR	
201628	3/25/2021	K & M WRECKING LLC	532 N CHAPMAN AVE	50.00CR	
201629	3/26/2021	COMPLETE PLUMBING LLC	535 W FEDERAL ST	54.50CR	
201630	3/26/2021	CS PLUMBING	1504 N HARRISON AVE	54.50CR	
201631	3/29/2021	BOHANNON, ERIC	925 E MAIN ST	54.50CR	
201633	3/29/2021	JIMMY B QUICK PLUMBING	101 W MIDLAND ST	54.50CR	
201637	3/29/2021	CUSTOM STAINLESS, INC	322 E MAIN ST	54.50CR	
201640	3/30/2021	DOYLE'S ELECTRIC, INC	31601 WESTLAKE RD	54.50CR	
201641	3/30/2021	FREEDOM HOMES LLC	2698 LEGACY PL	1,270.74CR	
201642	3/30/2021	REACT PLUMBING	1210 E PARKER ST	54.50CR	

TOTAL ALL PROJECTS: 100 16,204.38CR

STATUS: ALL

SEGMENT CODES: All

FEE CODES: All

PROJECTS: THRU ZZZZZZZZZZ

PAYMENT DATES: 3/01/2021 TO 3/31/2021

SORTED BY: PROJECT

** SEGMENT CODE TOTALS **

SEGMENT CODE	DESCRIPTION	TOTAL PAID
B1-NEW	BUILDING CONSTRUCTION NEW	8,648.15CR
B2-ADD	BUILDING CONSTRUCTION ADD	42.75CR
B3-REMODEL	BUILDING CONSTRUCTION REM	1,196.24CR
B4-CARPORT	BUILDING CARPORT	116.74CR
B4-SHELTER	BUILDING SHELTER	88.50CR
E2-ADD	ELECTRICAL ADDITION	54.50CR
E3-REMODEL	ELECTRICAL REMODEL/REPAIR	1,022.00CR
M3-REMODEL	MECHANICAL REMODEL/REPAIR	1,032.50CR
P3-REMODEL	PLUMBING REMODEL	1,846.50CR
UNAPPLIED	UNAPPLIED CREDITS	54.50CR
X-BORE/CUT	BORING & PAVING CUT PERMI	480.00CR
X-CURBCUT	CURBCUT/DRIVEWAY/SIDEWALK	400.00CR
X-DEMO	DEMOLITION PERMIT	250.00CR
X-PLATFIN	PLAT REVIEW FINAL	229.00CR
X-PLATREV	PLAT REVIEW PRELIM	235.00CR
X-SWIMPOOL	SWIMMING POOL PERMIT	258.00CR
Z-OCCUP	OCCUPANCY PERMIT	250.00CR
TOTAL		16,204.38CR

STATUS: ALL

SEGMENT CODES: All

FEE CODES: All

PROJECTS: THRU ZZZZZZZZZZ

PAYMENT DATES: 3/01/2021 TO 3/31/2021

SORTED BY: PROJECT

** FEE CODE TOTALS **

FEE CODE	DESCRIPTION	TOTAL PAYMENTS	TOTAL PAID
B-ADDITION	BUILDING ADDITION CONSTRUCTION	1	17.00CR
B-BPLANCK	CONSTRUCTION FEE SQ FT	13	849.04CR
B-OTHER	BUILDING CONSTRUCTION OTHER CH	4	149.76CR
B-PLANCHK	BUILDING PLAN CHECK FEE SQ FT	1	7.65CR
B-PLANCHK2	BUILDING OTHER PLAN CHECK	4	37.48CR
B-REMODEL	BUILDING REMODEL CONSTRUCTION	1	64.26CR
B-SQFOOT1	CONSTRUCTION FEE SQ FT	13	3,345.44CR
EMISC	ELECTRICAL MISC	17	1,000.00CR
MMISC	MISCELLANEOUS FEES	11	3,628.25CR
PMISC	PLUMBING MISC	27	1,350.00CR
PNSWR	SEWER TAP FEE	5	1,875.00CR
PNWTR	WATER TAP/MTR FEE	4	1,400.00CR
SWIMPOOL	SWIMMING POOL PERMIT	4	240.00CR
UBCCFEE	UBCC STATE FEE	76	342.00CR
X-BORE	BORE PERMIT FEE	8	480.00CR
X-CURBCUT	CURB CUT / DRIVEWAY/SIDEWALK	3	350.00CR
X-DEMO	DEMOLITION PERMIT FEE	5	250.00CR
X-OCCUP	OCCUPANCY PERMIT	4	250.00CR
X-PLATFIN	FINAL PLAT REIVEW FEE	1	229.00CR
XPLATPRE	PRELIMINARY PLAT REIVEW FEE	1	235.00CR
XUNAPPLIED	UNAPPLIED CREDITS	1	54.50CR
Z-SIDEWALK	SIDEWALK PERMIT	1	50.00CR
		TOTAL	16,204.38CR

STATUS: ALL

SEGMENT CODES: All

FEE CODES: All

PROJECTS: THRU ZZZZZZZZZZ

PAYMENT DATES: 3/01/2021 TO 3/31/2021

SORTED BY: PROJECT

** GENERAL LEDGER DISTRIBUTION **

FUND G/L ACCOUNT	ACCOUNT NAME	AMOUNT
001-2133	UBCC FEE PAYABLE	304.00CR
001-4202	BUILDING PERMITS	4,525.13CR
001-4203	PLUMBING PERMITS	3,225.00CR
001-4204	ELECTRICAL PERMITS	1,000.00CR
001-4205	ZONING PERMITS & APPLICATIONS	464.00CR
001-4206	HEATING & A/C PERMITS	3,628.25CR
001-4249	OTHER PERMITS	790.00CR
001-4822	OTHER MISC. REVENUE	38.00CR
101-4249	OTHER PERMITS	830.00CR
501-4510	WATER TAPS	1,400.00CR
799-1023	BANCFIRST GENERAL ACCT	16,204.38

SELECTION CRITERIA

REPORT SELECTION

PROJECT RANGE FROM: THROUGH ZZZZZZZZZZ
PROJECT STATUS: All
SEGMENT CODE: All
FEE CODE: All

PAYMENT SELECTION: DATE RANGE FROM: 3/01/2021 THROUGH 3/31/2021

PRINT OPTIONS

SECURITIES ONLY: NO
INCLUDE SECURITIES: NO
SEGMENT DETAIL: NO
INCLUDE REVERSE PAYMENTS: NO
REPORT SEQUENCE: PROJECT
COMMENT CODE:

END OF REPORT

REGULAR PLANNING COMMISSION MINUTES

DATE: February 3rd, 2021

The Planning Commission of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in person for a regular meeting on February 3rd, 2021, 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: Walker, Loftis-Walton, Johnson, Deem, Engles

Absent: Lester, Rowell

A quorum was declared, and the meeting was called to order.

AGENDA ITEM NO. 2:

Consideration of approval of the minutes from the regular meetings of November 4th, 2020, December 2nd, 2020, and January 6th, 2021.

Chairperson Deem asked the Planning Commissioners if there were questions or corrections to the minutes.

Commissioner Loftis-Walton made a motion to approve to form. It was seconded by Commissioner Johnson. Motion passed 5-0-0.

Aye: Loftis-Walton, Johnson, Walker, Deem, Engles

Nay: None

Abstain: None

AGENDA ITEM NO. 3: Citizens' Participation **(A three-minute limit per person)** **(A twelve-minute limit per topic)**

Chair Deem opened the floor for public participation for items not on the meeting's agenda. There was no citizen participation.

AGENDA ITEM NO. 4: Case #PL05-21 Consideration and Approval of a Preliminary Plat for Cedar Ridge Addition, a 13.49-acre tract located approximately 1100' east of Harrison Avenue located on the north side of E. 39th Street. **Applicant: David Ray**

Chairperson Deem asked for a staff report. Director Blaine explained that this parcel originally came to Planning Commission on August 5th, 2020 as a request to rezone to a PUD (Planned Unit Development)

to propose a single family development with lot sizes smaller than the minimum dimensions (60' x 100') and square footage (6,000 sq. ft.) that R-1 (Single Family Residential) allows. That rezoning application went to City Commission on August 17th, 2020 with a recommendation for denial from the Planning Commission and was denied by the City Commission.

Blaine stated that the surrounding property owners had expressed concerns with the road being able to handle the additional traffic that any development would add to the roadway. Surrounding property owners stated they would support of a request to rezone to R-1 (Single Family Residential).

The 2040 Comprehensive Plan indicated the subject property as high density residential. An application and a process to apply for amendments to the Comprehensive Plan was created by staff and legal, which was presented to and passed by City Commission on October 5th, 2020. Staff recommended at that time to prevent from losing multifamily designated areas, 13-15 acres in another portion of city limits should be amended within the Comprehensive Plan to keep from losing designated acreage.

Cedar Ridge Addition came before Planning Commission on December 2nd, 2020 with an application to amend the 2040 Comprehensive Plan's Future Land Use Map (FLUM). A recommendation for approval from the Planning Commission accompanied the application that went before City Commission on December 7th, 2020. The City Commission voted unanimously to approve an amendment to the land use designation of the subject tract from high density residential to low density residential (R-1) with the reallocation of 13-15 acres of existing low density residential to high density residential.

Blaine continued by explaining that this proposed development also went to Traffic Commission on January 26th, 2021 to discuss potential roadway improvements that may be necessary after increased traffic volume from the new addition is added to E. 39th Street. The Traffic Commission recommended the developer improve along the approximate 411' of frontage Cedar Ridge Addition will have on E. 39th Street. Currently, there are no plans to enhance E. 39th Street. Approximately 700' of roadway will be left unimproved from Harrison to the western corner of the plat if Traffic Commission's recommendation is followed.

Director Blaine noted that the preliminary plat submitted was not the first revision and advised that conditions were required for staff to recommend approval. The fifteen (15) conditions must be satisfied with the following conditions, modifications, and corrects of the Preliminary Plat before Final Plat submittal:

1. Signed agreement of 25' off-site drainage easement for northwest corner of proposed plat.
2. Zoning under Developer's Information shall be updated from 'A-1' to 'R-1 (Single Family Residential)'.
3. 13 of 59 lots do not meet minimum dimensional R-1 standards, all lots will need to meet minimum R-1 dimensional standards.
4. Revisions and dates need to be added.
5. Preliminary Plat Note indicates 'variances being requested'. The City has received no applications for said variances. Strike language or file application with City.
6. Lots need to be divided out into appropriate blocks, labeled and renumbered. (Sub Reg 40.2.5)
7. Rectangles on lots should be removed.
8. Ensure lot frontages are legible and applied to each lot.
9. No more than 300' separation of fire hydrants for fire protection (Sub Reg 40.2.9).
10. Sidewalks meeting ADA minimum standards shall be noted on the plat for the 411' frontage on E. 39th Street.
11. Topography shall be removed from the Final Plat.
12. Block numbers shall be circled, lot numbers should be discernable from other dimensions and characters.

13. "Private Park" in Detention Area should be renamed "Common Area".
14. Show and calculate the drainage areas for each flume (location and size the flume accordingly).
15. Verify acreage. Two lots are displayed for the subdivision, 13.37 & 0.98 acres; however, the acreage total on the plat is 13.49 acres.

Chairperson Deem opened the public hearing. She asked if anyone wanted to speak in favor or in opposition of this case. Jon Flowers stood and addressed the Commissioners by advising he was available for comment or questions. No other members of the public spoke. Chairperson Deem closed the public hearing.

Chairperson Deem asked the Planning Commissioners if there were questions.

Commissioner Walker made a motion to recommend approval with the fifteen (15) conditions provided in the staff report. It was seconded by Commissioner Engles. Motion passed 5-0-0.

Aye: Walker, Engles, Loftis-Walton, Johnson, Deem

Nay: None

Abstain: None

It was stated the application (Case #PL05-21) would be heard at the next regular City Commission meeting on Tuesday, February 16th at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 5: **Consideration and Approval of an amendment to the Future Land Use Map of the 2040 Comprehensive Plan to reallocate 15-acres of low-density residential to high-density residential.**

Chair Deem announced the item and requested a staff report. Director Blaine explained the amendment was for the reallocation of 15+/- acres of high-density residential (12 DU/AC or greater) land use to replace the 13.49 acres designated for high-density residential land use by Cedar Ridge subdivision, a low-density residential land use that was approved on December 7th, 2020 by City Commission to amend the 2040 Comprehensive Plan. This change to the Future Land Use Map ensures no future high-density residential land use acreage is lost.

Chairperson Deem asked the Planning Commissioners if there were questions.

Commissioner Loftis-Walton made a motion to recommend approval. It was seconded by Commissioner Johnson.

Motion passed 5-0-0.

Aye: Loftis-Walton, Johnson, Walker, Deem, Engles

Nay: None

Abstain: None

It was stated the item would be heard at the next regular City Commission meeting on Tuesday, February 16th at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 6: **Planning Director's Report**

Director Blaine noted that Planner Rachel Clyne had assisted in becoming current with the minutes and was helpful in getting the Planning department caught up. She also mentioned the continued effort to

formalize the Arts Commission and asserted that the board would bring great things to the city of Shawnee. Blaine also advised the Request for Qualifications for the Update to the Zoning Code and Subdivision Regulations was in the works. She reminded everyone that the project had received approval in last year's budget but COVID required all non-essential projects be placed on pause. Lastly, she reminded the Commissioners to be mindful during this coming year of the Comprehensive Plan. She suggested they make note of things that are important to them to ensure a positive future for Shawnee.

AGENDA ITEM NO. 7: **New Business**

There was no discussion of New Business.

AGENDA ITEM NO. 8: **Commissioners Comments**

There were no comments from the Planning Commission.

AGENDA ITEM NO. 9: **Adjournment**

Chair Deem asked if there were any comments. With no response, she suggested a motion to adjourn.

Commissioner Walker made a motion to adjourn, which was seconded by Commissioner Engles. Motion passed 5-0-0.

Aye: Walker, Engles, Loftis-Walton, Johnson, Deem

Nay: None

Abstain: None

Meeting was adjourned at 1:54 p.m.


Chairman/Vice-Chairman

Rebecca Blaine, AICP
Planning Director

REGULAR PLANNING COMMISSION MINUTES

DATE: March 3rd, 2021

The Planning Commission of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in person for a regular meeting on March 3rd, 2021, 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: Walker, Johnson, Deem, Engles

Absent: Loftis-Walton, Rowell, Lester

A quorum was declared, and the meeting was called to order.

AGENDA ITEM NO. 2: Citizens' Participation **(A three-minute limit per person)** **(A twelve-minute limit per topic)**

Chair Deem opened the floor for public participation for items not on the meeting's agenda.

Rob Morris addressed the Commission with one question and one comment. He asked why newly established Arts Commission did not come before the Planning Commission before being presented to the City Commission. He also advised the Planning Commission that while interaction with the public during the participation portion of the meeting was not allowed, the Commissioners could ask for clarification regarding a citizen's comment.

AGENDA ITEM NO. 3:

Consideration of approval of the minutes from the regular meeting of February 3rd, 2021.

Chairperson Deem asked the Planning Commissioners if there were questions or corrections to the minutes.

Commissioner Walker made a motion to approve the minutes as presented, which was seconded by Commissioner Johnson.

Motion passed 4-0-0.

Aye: Walker, Johnson, Deem, Engles

Nay: None

Abstain: None

AGENDA ITEM NO. 4:

Case #RZ05-21 Public hearing and consideration to rezone property located at 602 N. Kickapoo on the northwest corner of Kickapoo and W. Ridgewood Street, containing 0.16-acre, from C-1 (Neighborhood Commercial District) to C-3 (Highway Commercial District) for the purpose of an office and shop space.
Applicant: Christopher Middleton, Electromagnetix, LLC

Chairperson Deem asked for a staff report. Director Blaine stated the applicant, Electromagnetix, was requesting to rezone the subject property from C-1 (Neighborhood Commercial District) to C-3 (Highway Commercial District). She explained the company would utilize the garage area as a shop for creating small prototypes, and the office space would be for employees. Due to the limitations of the C-1 and C-2 Districts, paired with the specific business type and function, C-3 (Highway Commercial District) is the most appropriate zoning district.

The applicant is aware that the Kickapoo Widening Project will reduce the front yard on Kickapoo, and that right-of-way acquisition had occurred. The angled parking on W. Ridgewood Street would accommodate employees and by-appointment client visitors. Blaine stated the applicant had provided a thorough summary of the proposed business, which was included in the staff report. She wanted to provide examples of decibel (dB) levels for context. The examples included: rustling leaves – 10 dB; light rain – 40 dB; normal conversation – 60 dB; vacuuming or toilet flushing – 70 dB. The highest proposed decibel level was 80 dB, which Blaine did not feel would be an issue.

Chairperson Deem opened the public hearing. She asked if anyone wanted to speak in favor or in opposition of this case.

Applicant Christopher Middleton addressed the Planning Commission to discuss the provided summary. Middleton explained that they were an engineering company and dealt with electric motors. They worked with the energy industry, not on electric vehicles. He explained how the location and buildings were a fit for the company with the separation of the garage/workshop and the office space.

Middleton stated he wanted to explain what the company does and discuss the decibel levels further. He stated the company has fewer than twelve (12) manual metal working machines that create parts or motors. As idea people, they incorporated technology into a product. The time in the workshop would be about 25% of the business and the remaining 75% of the time would be in the office setting. Middleton assured the Commissioners that they were not running a 24-hour factory. To provide accurate information, decibel levels from the current facility located in Oklahoma City were measured. He explained that standing next to one of the machines the measurement was about 80 dB; however, on the other side of a closed garage door the decibel level would drop by approximately 20 dB. If standing outside, the noise level of traffic from Kickapoo Avenue would be louder than the sound of the operating machine inside the shop. Middleton explained there were two (2) employees, and the location of one of the business partners, Global Production Solutions, sparked the move to Shawnee. Middleton stated that Shawnee was growing, and relocating was a good opportunity for the company.

With no other comments from the public, Chairperson Deem closed the public hearing.

Commissioner Engles made a motion to recommend approval of **#RZ05-21** as presented, which was seconded by Commissioner Walker.

Motion passed 4-0-0.

Aye: Engles, Walker, Johnson, Deem
Nay: None
Abstain: None

It was stated the application (Case #RZ05-21) would be heard at the next regular City Commission meeting on Monday, March 15th, 2021 at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 5: **Planning Director's Report and New Business**

Director Blaine stated that the City Commission had approved the formation an Arts Commission and the one percent (1%) Arts ordinance. The 1% is from the total project cost. It applies to commercial and public projects too. She reminded the Commissioners that during the 2040 Comp Plan update, they and the 30-person steering committee had focused on the need for an Arts Commission. The topic was one of the first objectives of the comp plan and it received ample discussion. Blaine also advised the Request for Qualifications for the Update to the Zoning Code and Subdivision Regulations had received the greenlight to proceed. Blaine reminded the Planning Commission that the project had received approval in last year's budget but COVID required all non-essential projects be placed on pause. Director Blaine advised that CEC had been hired to design the 45th Street project. It will begin in about twelve (12) months with the beginning at 45th and Leo then moving to the east. There is a new Shawnee Public School slated for 45th and Hardesty. That development and its accompanying increase in traffic will be included in the design. Lastly, Director Blaine encouraged the Commissioners to help send out the message of the Arts Commission. A link on the City's website would provide an application. The Arts Commission will have seven (7) members. The anticipated first round deadline for applications is April 1st, 2021. Once the applications are received two informative sessions, one in-person and one virtual, will be scheduled to ensure the volunteers are informed about the mission of the Arts Commission. These informative sessions will also prepare the volunteers to the type of time and activity is part of the commitment of serving.

AGENDA ITEM NO. 6: **Commissioners Comments**

There were no comments from the Planning Commission.

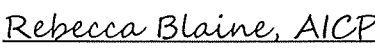
AGENDA ITEM NO. 7: **Adjournment**

Commissioner Walker made a motion to adjourn, which was seconded by Commissioner Johnson. Motion passed 4-0-0.

Aye: Walker, Johnson, Deem, Engles
Nay: None
Abstain: None

Meeting was adjourned at 1:59 p.m.


Chairman/Vice-Chairman


Planning Director

Regular Board of Commissioners

2. c.

Meeting Date: 04/19/2021

Quote

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Approval of a quote from WW Livestock Systems for purchase of livestock panels for the Heart of Oklahoma Exposition Center in the amount of \$58,779.24.

Attachments

Quote

Date	4/7/2021			Salesman	Butch
Sold To					
Company	City of Shawnee		Heart of OK Expo IFYR		
Address	P.O. Box 1448		Replace Damaged Equipment		
City	Shawnee				
State	OK				
Zip	74802				
Contact	Chance Allison				
Ph#	405-878-1601				
Fax#					
	QTY	Weights	DISCRIPTION	COST	TOTAL
5344-501-000	2	11	501-6	\$130.00	\$260.00
5346-503-000	2	25	503	\$164.00	\$328.00
3311-508-000	3	90	508	\$268.00	\$804.00
3311-510-000	30	110	510	\$321.00	\$9,630.00
3311-512-000	77	128	512	\$366.00	\$28,182.00
3312-084-000	3	140	84" GIF	\$541.00	\$1,623.00
5344-510-000	1		510G5 RC Gate	\$891.00	\$891.00
3315-512-000	4	190	512 G4	\$651.00	\$2,604.00
3314-510-078	5	207	510 HPG 7'8"	\$715.00	\$3,575.00
3314-510-096	3	245	510 HPG 9'6"	\$814.00	\$2,442.00
3314-508-096	2	214	508 HPG 9'6"	\$762.00	\$1,524.00
3314-512-078	4	241	512 HPG 7'8"	\$798.00	\$3,192.00
3314-512-096	5	277	512 HPG 9'6"	\$904.00	\$4,520.00
3314-514-11'	4		514 HPG 11'	\$1,056.00	\$4,224.00
3318-300-000	40	34	3WP 6'	\$90.00	\$3,600.00
3313-032-000	4	53	32" ACF	\$256.00	\$1,024.00
3341-610-000	2	89	6X10	\$268.00	\$536.00
3341-612-000	17	102	6X12	\$295.00	\$5,015.00
3344-608-096	2	159	6X8 HPG 9'6"	\$692.00	\$1,384.00
	1		20% Steel Sur-charge	\$15,071.60	\$15,071.60
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
	TOTAL		TOTAL		\$90,429.60
			DISC	0.65	\$58,779.24
			Frt rate may change at time of shipping		
			FOB		\$58,779.24
					Plus Frt

Regular Board of Commissioners**4.**

Meeting Date: 04/19/2021

Proclamation

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Mayor's Proclamations:

"Loyalty Day"

May 1, 2021

"Purple Heart City"

Attachments

Loyalty Day

Purple Heart City



Proclamation

“Loyalty Day”

Whereas, On May 1, 1958, President Dwight D. Eisenhower declared “Loyalty Day” as a day of national observance; and

Whereas, Congress, by joint resolution approved July 18, 1958, designated May 1st of each year to be “Loyalty Day”; and

Whereas, Loyalty to America is born of appreciation, faithfulness, pride, and an understanding of our founding principles; and

Whereas, The founding principles of this great nation have served to provide prosperity, liberty, and justice to more people than in all of prior human history; and

Whereas, This proclamation also serves as an opportunity to recognize those who demonstrate their commitment to our country through service and sacrifice; and

Whereas, We recognize the monumental achievements and invaluable contributions made by Americans that have led to America’s founding principles enduring, guiding our Nation toward progress and prosperity; and

Whereas, We as citizens of this great nation reaffirm our commitment to these historic principles, and recognize the responsibility of fellowship within our community. We as citizens strive to remain civil and respectful of each other and remain faithful to liberty and justice for all.

Now, Therefore, I, Ed Bolt, Mayor of the City of Shawnee, Oklahoma by the authority vested in me, do hereby proclaim Saturday, May 1, 2021 as

“Loyalty Day”

In the city of Shawnee, Oklahoma
Dated this 19th day of April, 2021

Ed Bolt, Mayor

Lisa Lasyone, CMC, City Clerk



Proclamation

“Purple Heart City”

Whereas, the citizens of Shawnee have great admiration and gratitude for the men and women who have selflessly served their country and this community in the Armed Forces; and

Whereas, the Purple Heart is the oldest military decoration in present use and was initially created as the Badge of Military Merit by General George Washington in 1782; and

Whereas, the Purple Heart was the first American service award or decoration made available to the common soldier and is specifically awarded to members of the United States Armed Forces who have been wounded or paid the ultimate sacrifice in combat; and

Whereas, the City of Shawnee appreciates the sacrifices our Purple Heart recipients made in defending our freedoms and acknowledges those men and women for their courage by showing our support and honor.

Now, Therefore, I, Ed Bolt, Mayor of the City of Shawnee, Oklahoma by the authority vested in me, do hereby proclaim the City of Shawnee as a

“Purple Heart City”

Dated this 19th day of April, 2021

Ed Bolt, Mayor

Lisa Lasyone, CMC, City Clerk

Regular Board of Commissioners

6.

Meeting Date: 04/19/2021

Ordinance

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration of an ordinance amending portion of Chapter 15, entitled "Health and Safety" located in Chapter 15, Article I, of the City of Shawnee City Code of Ordinances, by specifically enacting the "City of Shawnee COVID-19 Safety Code", to be codified as section 15-6 through 15-17 of the Code in order to provide the findings and declarations of the City Council; providing a definition of "Face Covering," requiring face coverings shall be worn in certain places or settings; providing suggested guidelines for face coverings; providing exceptions; providing an effective and expiration date and time; providing for enforcement, violations, and penalties for violations; providing a defense; and declaring an emergency.

Attachments

Ordinance

ORDINANCE NO. _____

AN ORDINANCE AMENDING PORTIONS OF CHAPTER 15, ENTITLED “HEALTH AND SAFETY” LOCATED IN CHAPTER 15, ARTICLE I, OF THE SHAWNEE CITY CODE OF ORDINANCES, BY SPECIFICALLY ENACTING THE “CITY OF SHAWNEE COVID-19 SAFETY CODE,” TO BE CODIFIED AS SECTION 15-6 THROUGH 15-17 OF THE CODE IN ORDER TO PROVIDE THE FINDINGS AND DECLARATIONS OF THE CITY COUNCIL; PROVIDING A DEFINITION OF “FACE COVERING:” REQUIRING FACE COVERINGS SHALL BE WORN IN CERTAIN PLACES OR SETTINGS; PROVIDING SUGGESTED GUIDELINES FOR FACE COVERINGS; PROVIDING EXCEPTIONS; PROVIDING AN EFFECTIVE AND EXPIRATION DATE AND TIME; PROVIDING FOR ENFORCEMENT, VIOLATIONS, AND PENALTIES FOR VIOLATIONS; PROVIDING A DEFENSE; AND DECLARING AN EMERGENCY.

EMERGENCY ORDINANCE

NOW THEREFORE BE IT ORDAINED BY THE MAYOR AND CITY COMMISSIONERS OF THE CITY OF SHAWNEE, OKLAHOMA THAT CHAPTER 15, SECTION 15-6 THROUGH 15-17 OF THE CITY CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

SECTION 1. That Chapter 15, Section 15-6 through 15-17, of the Code of the City of Shawnee, Oklahoma, is hereby amended to read as follows:

§ 15-6. – Short Title.

This article is entitled and shall be known to as the CITY OF SHAWNEE COVID-19 SAFETY CODE.

§ 15-7. – Statement of Findings by the City Council of the City of Shawnee.

1. The United States is experiencing and outbreak of Novel Coronavirus-2019 also known as COVID-19; and
2. On March 11, 2020, the World Health Organization characterized the COVID-19 outbreak as a pandemic; and
3. On March 13, 2020 the President of the United States declared a National Emergency because of the COVID-19 pandemic and the declaration is still in effect today; and
4. On March 15, 2020, the Governor of Oklahoma declared a State of Emergency because of the COVID-19 pandemic and the declaration is still in effect today; and
5. The Center for Disease Control (“CDC”) has emphasized the COVID-19 risk to individuals is dependent on exposure and transmission is through respiratory droplets produced when an infected person coughs or sneezes; and
6. There have been over 900 COVID-19 related deaths statewide with over 7 deaths in Shawnee and the immediately surrounding area; and
7. The City Council of the City of Shawnee (City) finds that the Center for Disease Control (CDC) has identified a virus, COVID-19, which is causing a pandemic throughout the world and the United States remains present, extremely contagious, and potentially deadly within the city; and
8. After reaching a low point for positive tests and hospitalizations, in June, Oklahoma experienced a significant increase in the number of COVID-19 positive tests and hospitalizations; and
9. After a period where the rise in new cases subsided, the increase in new cases and positive testing percentages has resumed this past week and remains at an elevated level related to the previous phases of the pandemic; and

10. Since mid-June, hospitalizations have consistently remained at an elevated level that causes concern to public health officials; and
11. The Pottawatomie County Health Department (“PCHD”) has successfully identified safety measures what will substantially improve the City’s response to this pandemic, preserving the health of the community; and
12. Based upon information provided by local healthcare providers and public health experts, the current surge occurred, in part, due to public gatherings associated with the Labor Day holiday; and
13. One strong recommendation by the CDC and PCHD is the adoption of the safety measure for the mandatory wearing of face coverings (masks) over the nose and mouth to help prevent air-born virus particles from causing new infections and, depending on the design of the mask, can also help prevent the persons wearing the face covering to not become infected with COVID-19; and
14. With the transmission of COVID-19 and COVID-related hospitalizations continuing at an elevated level, provisions for the safety of the life, health, and property of Shawnee residents are still necessary; and
15. The City Council of the City declares that the continuing occurrence and threat of widespread or severe damage, injury, or loss of life or property from COVID-19, including severe economic damage to the City and the State of Oklahoma, which can result from COVID-19 justifies emergency action by the City to help avert such danger or damage and to protect the public health; and
16. The City Council further declares an emergency need for an ordinance containing the COVID-19 safety measure for the mandatory wearing of face coverings over the nose and mouth whenever persons are in any place or setting open to the general public; and
17. The City Council of the City further notes that the recent surge in COVID-19 cases in several U.S. states is raising concern that the economic recovery that likely began in May could falter if authorities re-impose lockdowns or consumers reduce spending out of fear that getting out and about could mean they get the sometimes fatal disease; and
18. The City Council also finds that it is appropriate and in the interest of the public health, safety, and welfare and would further protect property and civil order, of the Civil Council to adopt this COVID-19 Safety Code with a regulation mandating the wearing of masks over the nose and mouth whenever persons are entering and while inside any indoor place open to the public; and
19. The City Council of the City states that this COVID-19 Safety Code measure is being enacted to help limit the health impacts and slow the spread of COVID-19 by mandating the wearing of face coverings over the nose and mouth whenever persons are entering and while inside any indoor place open to the public; and
20. Accordingly, the City council also finds that it is appropriate and in the interest of the public health, safety, and welfare and would further protect property and civil order, for the City council to limit the duration of this ordinance to and until _____ with the mask requirement expiring at 11:59 P.M on _____; provided for the ages this requirement applies to, the City Council has determined that ages 11 and up is appropriate, but the public should keep in mind that the CDC recommends that persons 3 and up should wear masks.

§ 15-8. – Definition.

The term “face covering” as used in this article shall mean a uniform piece of material that securely covers a person’s nose and mouth and remains affixed in place without the use of one’s hands and/or a face shield.

§ 15-9. – Face Coverings required.

All persons shall wear face coverings when entering and while inside any indoor place open to the public.

§ 15-10. – Guidelines for Face Coverings.

The public is encouraged to wear face coverings that;

- a. fit snugly but comfortably against the side of the face;
- b. are secured;
- c. allow for breathing without restrictions; and
- d. face coverings may be made of disposable or non-disposable materials.

§ 15-11. – Exceptions.

Nothing herein shall require the wearing of face coverings by:

- a. persons under 11 years of age unless required by a school or day care to wear a face covering;
- b. persons working in a professional office who do not have any face-to-face interactions with the public;
- c. restaurant patrons while eating or drinking;
- d. persons in a setting where it is not practical or feasible to wear a face covering, such as when receiving dental services, medical treatments, or while swimming or at a splash park;
- e. persons engaged in an competitive sporting activities, whether professional or amateur or merely for recreational purposes;
- f. persons engaged in performing cardio exercise, but they should make a reasonable effort to practice social distancing from persons not from their household;
- g. persons attending any indoor religious service or ceremony as long as all persons who do not live in the same household are social distancing from one another, meaning not less than 6 feet apart;
- h. persons inside any public or private school building or other facility unless required by the school to wear a face covering; and
- i. persons with a development disability, including persons who are deaf and hard of hearing.

§ 15-12. – Effective and Expiration Dates and Times.

This article will become effective and enforceable upon adoption by City Council, and will expire and become unenforceable at 11:59 P.M. on _____.

§ 15-13. – Enforcement.

This article may be enforced by any legally authorized code-enforcement inspectors or sworn police officers, as follows: authorized PCHD inspectors, authorized Development Services Department Inspectors, and sworn peace officers of the Shawnee Police Department.

§ 15-14. – Violations and Penalties

- a. Inspectors and officers, at the initial contact, shall offer a face covering or the option of leaving the indoor place to a person who is not excepted from the face covering requirement. No citation shall be issued to a person who complies with one of the options. Failure to wear the face covering or failure to leave the indoor place shall constitute a violation of this article.

- b. A violation of this article shall constitute a class “a” offense. Each violation of this article shall constitute a separate offense. Upon conviction, the penalty shall not exceed, for the first and second offenses, a \$9 fine only.
- c. A third or subsequent violation shall constitute a class “a” offense, and shall require a mandatory appearance in the Municipal Court and, upon conviction, shall be punishable with a penalty not exceeding \$100 inclusive of costs and State-mandated fees.

§ 15-15. – Defense to Violation.

It shall be a defense to any violation of Sections 15-6 through 15-17 of this Article if an individual produces a document demonstrating that his/her/their physician has verified that wearing a face covering could cause impairment or would constitute a hazard to the individual.

§ 15-16. – Conditional Repealer.

In the event the Oklahoma State Department of Health (“OSDH”) no longer advocates for the wearing of face coverings as part of the OSDH COVID-19 recommendations, and a State of Emergency is no longer in effect for the State of Oklahoma, such actions should provide for immediate repealer of the articles herein requiring the wearing of face coverings.

§ 15-17. – Signage required.

All businesses shall provide signage at public points of entry to inform patrons the requirement for face coverings.

SECTION 2: EMERGENCY. It being immediately necessary for the preservation of the peace, health, safety and public good of the City of Shawnee, Oklahoma and the inhabitants thereof that the provisions of this Ordinance be put into full force and effect, an emergency is hereby declared to exist, by reason whereof, this ordinance shall take effect and be in full force and effect after its passage, as provided by law.

PASSED AND APPROVED this ____ day of _____, 2021.

ED BOLT, MAYOR

ATTEST:
(SEAL)

LISA LASYONE, CMC, CITY CLERK

Emergency clause separately passed and approved on this ____ day of _____, 2021.

ED BOLT, MAYOR

ATTEST:
(SEAL)

LISA LASYONE, CMC, CITY CLERK

Approved as to form and legality this ____ day of _____, 2021.

JOSEPH M. VORNDRAN
CITY ATTORNEY

Regular Board of Commissioners

7.

Meeting Date: 04/19/2021

Resolution

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration of a resolution declaring certain items surplus property; describing said items; and authorizing the donation or sale of said items at the City of Shawnee's discretion.

Attachments

Memo

Resolution



City of Shawnee

Chief Mason Wilson

16 W 9th
Shawnee, Oklahoma 74801
Office (405) 878-1680 or 1681 *Fax (405) 878-1520
E-Mail: mwilson@shawneeok.org



FROM : Mason Wilson
Chief of Police *MW*

TO : Chance Allison
City Manager

SUBJECT : Request to Surplus Vehicles

DATE : April 14, 2021

I am requesting approval from the commission to surplus old police vehicles.

The following is a list of the vehicles for surplus:

1. (3405) 2008 Ford Explorer, VIN:1FMEU73E58UA23638.
2. (3408) 2008 Ford Crown Vic, VIN: 2FAFP71V38X135078.
3. (3473) 2009 Ford Crown Vic, VIN: 2FAHP71V19X117012.
4. (3476) 2009 Ford Crown Vic, VIN: 2FAHP71V59X117014.
5. (3566) 2007 Ford Crown Vic, VIN: 2FAFP71W87X137173.
6. (3578) 2011 Ford Crown Vic, VIN:2FABP7BVXBX104656.
7. (3711) 2008 Ford Crown Vic, VIN: 2FAFP71V48X144548

These vehicles have been used for parts and will be given away for the remaining parts or scrapped.

RESOLUTION NO. _____

A RESOLUTION DECLARING CERTAIN CITY OF SHAWNEE POLICE DEPARTMENT VEHICLES SURPLUS PROPERTY AND NO LONGER NEEDED FOR CITY PURPOSES; DESCRIBING SAID ITEMS; AND AUTHORIZING THE DONATION OR SALE OF SAID ITEMS AT THE CITY OF SHAWNEE'S DISCRETION.

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF SHAWNEE, OKLAHOMA:

That the items of personal property are described as:

- | | |
|---|---|
| 1) 2008 Ford Explorer
COS Asset No. 3405
VIN: 1FMEU73E58UA23638 | 5) 2007 Ford Crown Victoria
COS Asset No. 3566
VIN: 2FAFP71W87X137173 |
| 2) 2008 Ford Crown Victoria
COS Asset No. 3408
VIN: 2FAFP71V38X135078 | 6) 2011 Ford Crown Victoria
COS Asset No. 3578
VIN: 2FABP7BVXBX104656 |
| 3) 2009 Ford Crown Victoria
COS Asset No. 3473
VIN: 2FAHP71V19X117012 | 7) 2008 Ford Crown Victoria
COS Asset No. 3711
VIN: 2FAFP71V48X144548 |
| 4) 2009 Ford Crown Victoria
COS Asset No. 3476
VIN: 2FAHP71V59X117014 | |

Said property is hereby declared a City owned item which is surplus and no longer needed for City purposes; that the City of Shawnee is authorized to donate or sales said items at the City of Shawnee's discretion.

PASSED AND APPROVED this 19th day of April, 2021.

ED BOLT, MAYOR

ATTEST:

LISA LASYONE, CMC, CITY CLERK

Regular Board of Commissioners

8.

Meeting Date: 04/19/2021

Notice of Appeal

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Discussion, consideration, and possible action of an Appeal of an Administrative Order regarding the demolition of the residential structure located at 420 West Forrest Street.

Attachments

Notice of Appeal

Staff Report

**BEFORE THE CITY COMMISSION OF
THE CITY OF SHAWNEE, OKLAHOMA**

RECEIVED CITY CLERK'S OFFICE
Date 3-26-2021 Time 2:05pm

NOTICE OF APPEAL OF ADMINISTRATIVE ORDERS

Nicholas Atwood, the duly appointed and acting Special Administrator of the Estates of Vonda Lee Oldham, deceased, and Lester Leon Stapp, deceased ("Appellant"), by and through his counsel, Matt Hopkins, hereby appeals to the City Commission of the City of Shawnee, Oklahoma to reverse and vacate the two Administrative Orders referenced below. In support of his appeal, Appellant shows the Commission as follows:

1. Vonda Lee Oldham ("Oldham") resided at the home she owned at 422 W. Forrest, Shawnee, OK 74801 (the "Oldham House"), prior to her death. Oldman died on June 28, 2011.

2. Lester Leon Stapp ("Stapp") resided at the home he owned at 420 W. Forrest, Shawnee, OK 74801 (the "Stapp House"), prior to his death. Stapp died on July 7, 2014.

3. On or about February 3, 2021, the Code Enforcement Department of the City, by and through Warren Ingersoll, issued Notice of Hearing Concerning Dilapidated Building(s) to Oldham (the "Oldham Notice"), advising Oldham that public hearing would be had on February 18, 2021 regarding consideration of ordering the Oldham House to be torn down and removed. A copy of the Oldham Notice is attached as Exhibit "A". The hearing initially set for February 18, 2021, was continued until March 18, 2021.

4. On or about February 3, 2021, the Code Enforcement Department of the City, by and through Warren Ingersoll, issued Notice of Hearing Concerning Dilapidated

Building(s) to Stapp (the “Stapp Notice”), advising Stapp that public hearing would be had on February 18, 2021 regarding consideration of ordering the Stapp House to be torn down and removed. A copy of the Stapp Notice is attached as Exhibit “B”. The hearing initially set for February 18, 2021, was continued until March 18, 2021.

5. The Code Enforcement Department was aware, at the time of the Oldham Notice and the Stapp Notice, that both Oldham and Stapp were deceased.

6. Though certain family members were notified of the hearing by letter dated February, 2021, and were subsequently informed through counsel that the hearing had been continued, neither they nor counsel were informed that the hearing had been reset for March 18, 2021. In any event, no family member of Oldham or Stapp was a proper legal representative of the owners of the properties.

7. On March 18, 2021, Administrative Hearing Officer Kevin Moore entered an Administrative Order (the “Oldham Order”) finding that:

- (a) due and proper service was made on Respondent (Deceased Vonda Lee Oldham) at least ten days prior to the hearing;
- (b) Vonda Lee Oldham (Deceased) failed to appear;
- (c) the Oldham House is dilapidated and detrimental to the health, safety and welfare of the general public or community;
- (d) the Oldham House creates a fire hazard dangerous to other property; and
- (e) that the property would benefit from removal of the Oldham House.

The Oldham Order also ordered Vonda Lee Oldham, a deceased person, to dismantle and remove the Oldham House. A copy of the Oldham Order is attached as Exhibit “C”.

8. On March 18, 2021, Administrative Hearing Officer Kevin Moore entered an Administrative Order (the “Stapp Order”) finding that:

- (a) due and proper service was made on Respondent (Deceased Lester Leon Stapp) at least ten days prior to the hearing;
- (b) Lester Leon Stapp (Deceased) failed to appear;
- (c) the Stapp House is dilapidated and detrimental to the health, safety and welfare of the general public or community;
- (d) the Stapp House creates a fire hazard dangerous to other property; and
- (e) that the property would benefit from removal of the Stapp House.

The Stapp Order also ordered Lester Leon Stapp, a deceased person, to dismantle and remove the Stapp House. A copy of the Oldham Order is attached as Exhibit “D”.

9. Petitioner was appointed as the Special Administrator of the Estates of Oldham and Stapp by the District Court of Pottawatomie County, Oklahoma, on March 26, 2021. A copy of Petitioner’s Letters of Administration is attached as Exhibit “E”. No prior legal representative of either estate had ever been appointed.

10. The Oldham Order and the Stapp Order should each be reversed and vacated by the City Commission because both the Oldham Notice and the Stapp Notice were deficient, failed to follow Article XII of the Shawnee, OK Code of Ordinances, and violate due process protections afforded to the owners of the Oldham House and the Stapp House by the Oklahoma and United States Constitutions. Both the Oldham Notice and the Stapp Notice were deficient in the following ways:

- (a) Neither Notice was served in the manner required by Code 1986 § 7-582 (a) (1), which requires at least 10 days’ notice to the *property owner* before the hearing is

held. Neither property owner was notified of the hearing, and such notice was known to the representatives of the City to be impossible, because the prior deaths of Oldham and Stapp were known to them.

(b) The record does not reflect, in either the Oldham Order or the Stapp Order, that Notice of the hearings was posted at the properties, as required by Code 1986 § 7-582 (a) (1).

(c) The record does not reflect, in either the Oldham Order or the Stapp Order, that a copy of either Notice was sent by certified mail to the property owners at their addresses shown on the current year's tax rolls or some other more reliable source, as required by Code 1986 § 7-582 (a) (1).

(d) The record does not reflect, in either the Oldham Order or the Stapp Order, that the municipality obtained a receipt of mailing from the postal service, indicating the date of mailing and the name and address of the recipient of mailing at the time either the Oldham Notice or the Stapp Notice was mailed, as required by Code 1986 § 7-582 (a) (1).

(e) The record does not reflect, in either the Oldham Order or the Stapp Order, whether certified mail to either property owner was refused or if the property owner could not be located, and each Order further fails to record whether, if the property owner could not be located, that Notice of the hearing on both properties was published in a newspaper at least ten days before the hearings, as required by Code 1986 § 7-582 (a) (1).

(f) Most importantly, both the Oldham Order and the Stapp Order failed to set forth the information required in such notices by Code 1986 § 7-582 (a) (1). The Code provision requires the Notice to "state in general terms *the specific problem or problems* with the building which cause it to be dilapidated or otherwise detrimental to the health,

safety, or welfare of the general public”. [Emphasis Added.] Neither the Oldham Notice nor the Stapp Notice identifies specific problem(s) with either property that cause them to be allegedly dilapidated. Instead, each Notice states as follows:

The condition(s) which render(s) the building(s) dilapidated or otherwise detrimental to the health, safety, or welfare of the general public or the community is/are as follows: **DILAPIDATED STRUCTURE SHALL BE RAZED AND REMOVED AND LOT CLEARED OF ALL DEBRIS.**

Nothing in either Notice states what specific alleged problems cause the Oldham House or the Stapp House to be allegedly dilapidated. Rather, the Notice simply states instead what the Code Enforcement Department is seeking – dilapidation of the buildings. The flaw in the Notice is fatal and, in direct contravention of the Code, fails to notify anyone of the alleged problems with the structures.

(g) Neither the Oldham Notice nor the Stapp Notice was served on the property owner (both deceased and known to the City to be deceased) or any legal representative of either property owner. The only proper service of Notice can be made on Petitioner as the sole legal representative of both deceased property owners.

11. Fiona Rene (“Rene”), granddaughter of Oldham and great-niece of Stapp, has worked with the consent of the rest of Oldham’s and Stapp’s surviving family members toward a plan to secure the homes through the Special Administration of the estates of Oldham and Stapp. Rene’s plan is to work with two local non-profit organizations to revitalize the properties (which will include either the rehabilitation or the demolishing of both the Oldham House, the Stapp House, or both, depending on their structural viability). The plan will include turning the properties, with revitalized or new structures, into centers that can be used by the non-profit organizations for community programming. This use of both properties is in the better interest of the City and the

community in which the properties are located. This plan will include discussion with City representatives and action approved by them in order to remove any deficiencies on either property that may make the properties a danger to the community, so that such dangers are removed quickly. To place this plan into action, Rene has engaged counsel, Matt Hopkins, and has met via telephone with the directors of the local non-profit organizations she hopes to work with to turn the properties into positive assets for the community and the City. The directors of the non-profits have indicated strong desire to work with Rene toward this end.

12. Likewise, it is in the best interest of the City to avoid spending taxpayer dollars for the demolishing of either the Oldham House or the Stapp House. In all likelihood, such expenditure would never be recovered, and would lead to the properties on which each house sits being vacant for a long period of time and, likely, create a continuing maintenance expenditure for the City.

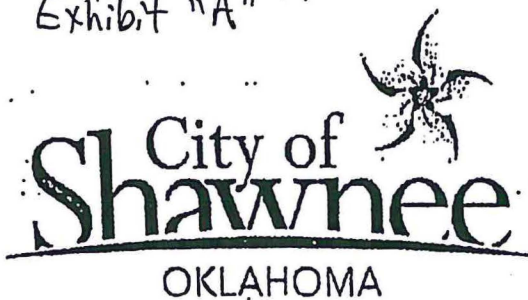
For the reasons stated above, Petitioner, Nicholas Atwood, duly appointed and acting Special Administrator of the Estates of Vonda Lee Oldham and Lester Leon Stapp, moves the Commission to reverse and vacate the Oldham Order and the Stapp Order and for such other relief as the Commission deems appropriate under the circumstances.

Respectfully submitted,



MATT HOPKINS, OBA# 16666
8100 N. May Avenue
Oklahoma City, OK 73120
Telephone: (405) 202-6732
Fax: (405) 275-5048
matt@hhdinc.com
ATTORNEY FOR PETITIONER

Exhibit "A"



Notice of Hearing Concerning Dilapidated Building(s)

02/03/2021

VONDA OLDHAM
422 W FORREST
SHAWNEE, OK 74801

Problem Property: 422 W FORREST
Legal: AP BLK 99 W40' LOTS 5 & 6

It has been reported to the City of Shawnee that there exists on the above property one or more Dilapidated Building(s), the condition of which is contrary to the laws and ordinances of said City. The condition(s) which render(s) the building(s) dilapidated or otherwise detrimental to the health, safety, or welfare of the general public or the community is/are as follows: **DILAPIDATED STRUCTURE SHALL BE RAZED AND REMOVED AND LOT CLEARED OF ALL DEBRIS.**

A public hearing will be held by and before a hearing officer of said City Planning department at 222 N. Broadway at 9:30 AM. on **02/18/2021**; where testimony and any other evidence as to such building(s) and the condition thereof will be received and considered; a determination made; and order(s) issued as to whether;

1. Such Report is true;
2. The property is dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of such condition; and
3. The dilapidated building(s) shall be torn down and removed.

If the hearing officer determines that the Report is true and/or that the property is dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of the building(s), the a reasonable time period will be fixed during which you must dismantle and remove the dilapidated building(s). If you do not do so within the allotted time, the City will cause the dilapidated building(s) to be dismantled and removed, and the City Clerk of said City shall cause to be filed a lien against said property for cost and expenses of the work performed by the City and of notice(s) given in connection therewith. In addition, such costs with interest thereon shall be levied on the property and collected by the County Treasurer as are other taxes; and/or the City may pursue legal action to foreclose the lien against the property and/or to collect such cost from you personally.

YOUR FAILURE TO ATTEND THE HEARING WILL RESULT IN THE IMMEDIATE REMOVAL OF THE DILAPIDATED BUILDING(S), PURSUANT TO THE ABOVE-STATED PROCEDURE, WITHOUT FURTHER NOTICE TO YOU. IF YOU HAVE ANY QUESTIONS PLEASE CALL 405-878-1602

THE CITY OF SHAWNEE, OKLAHOMA
A MUNICIPAL CORPORATION


Warren Ingersoll
ACTION CENTER / CODE ENFORCEMENT

CC: Fiona Oldham 850 Palm Ave #102 West Hollywood Ca. 90069 Ronnie Oldham 7101 Bucaneer Trail Austin Tx. 78729 Midfirst Bank Shawnee N Office Po Box 269979 Oklahoma City Ok. 73126

Exhibit "B"



Notice of Hearing Concerning Dilapidated Building(s)

02/03/2021

LESTER STAPP
420 W FORREST
SHAWNEE, OK 74801

Problem Property: 420 W FORREST
Legal: AP BLK 99 E100' LOTS 5 & 6

It has been reported to the City of Shawnee that there exists on the above property one or more Dilapidated Building(s), the condition of which is contrary to the laws and ordinances of said City. The condition(s) which render(s) the building(s) dilapidated or otherwise detrimental to the health, safety, or welfare of the general public or the community is/are as follows: **DILAPIDATED STRUCTURE SHALL BE RAZED AND REMOVED AND LOT CLEARED OF ALL DEBRIS.**

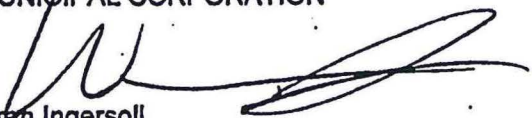
A public hearing will be held by and before a hearing officer of said City Planning department at 222 N. Broadway at 9:00 AM. on 12/18/2021; where testimony and any other evidence as to such building(s) and the condition thereof will be received and considered; a determination made; and order(s) issued as to whether;

1. Such Report is true;
2. The property is dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of such condition; and
3. The dilapidated building(s) shall be torn down and removed.

the hearing officer determines that the Report is true and/or that the property is dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of the building(s), the a reasonable time period will be fixed during which you must dismantle and remove the dilapidated building(s). If you do not do so within the allotted time, the City will cause the dilapidated building(s) to be dismantled and removed, and the City Clerk of said City shall cause to be filed a lien against said property for cost and expenses of the work performed by the City and of notice(s) given in connection therewith. In addition, such costs with interest hereon shall be levied on the property and collected by the County Treasurer as are other taxes; and/or the City may pursue legal action to foreclose the lien against the property and/or to collect such cost from you personally.

YOUR FAILURE TO ATTEND THE HEARING WILL RESULT IN THE IMMEDIATE REMOVAL OF THE DILAPIDATED BUILDING(S), PURSUANT TO THE ABOVE-STATED PROCEDURE, WITHOUT FURTHER NOTICE TO YOU. IF YOU HAVE ANY QUESTIONS PLEASE CALL 405-878-1602

THE CITY OF SHAWNEE, OKLAHOMA
A MUNICIPAL CORPORATION


Warren Ingersoll
ACTION CENTER / CODE ENFORCEMENT

CC: Fiona Oldam 850 Palm Ave West Hollywood Ca. 90069 Ronnie Oldham 7101 Bucaneer Trail Austin Tx. 78729

BEFORE THE ADMINISTRATIVE HEARING OFFICER FOR THE
CITY OF SHAWNEE, COUNTY OF POTTWATOMIE
STATE OF OKLAHOMA

Exhibit "C"

ADMINISTRATIVE ORDER

Now, on this 18th day of March, 2021 this matter comes on for hearing at the appointed time pursuant to the Notice of Hearing Concerning Dilapidated Building(s), a copy of which is attached hereto and made a part hereof. The Code Enforcement Officer for the City of Shawnee appeared on behalf of said City and the Respondent:

/ / appeared _____

/ / represented by legal counsel or other representative. _____

☒ failed to appear.

The Hearing Officer finds that due and proper service was made on Respondent at least ten (10) days prior to the date of this hearing. After having carefully reviewed the record and evidence herein, and having heard the evidence and testimony of the Code Enforcement Officer and the Respondent, if any, the Hearing Officer further finds that the subject building(s) is/are dilapidated and detrimental to health, safety, and welfare of the general public or the community, create(s) a fire hazard dangerous to other property, and that the subject property would be benefited by the removal of the subject building(s).

IT IS THEREFORE ORDERED that: (Address) 422 W. Forrest

1) The Respondent shall commence the:

(a) ☒ Dismantling and removal of the building(s)

(b) / / Board and secure structure(s)

(c) / / Reset hearing date _____ / / I permit pulled void hearing date _____

2) If Respondent shall fail to perform the work within the dates fixed, the City shall cause such work to be done and the costs of such work, including all notices required in connection herewith, shall be assessed and collected in accordance with City Code Section 7-582.

3) Permits shall be obtained prior to March 28th, 2021 and shall complete such work no later than April 18th, 2021.

failed to appear
Property owner or Representative

Kevin Moore
Kevin Moore
Administrative Hearing Officer
City of Shawnee, Oklahoma

**You have 10 days to appeal this
to the City Commission.**

BEFORE THE ADMINISTRATIVE HEARING OFFICER FOR THE
CITY OF SHAWNEE, COUNTY OF POTTWATOMIE
STATE OF OKLAHOMA

ADMINISTRATIVE ORDER

Exhibit "D"

Now, on this 18th day of March, 2021 this matter comes on for hearing at the appointed time pursuant to the Notice of Hearing Concerning Dilapidated Building(s), a copy of which is attached hereto and made a part hereof. The Code Enforcement Officer for the City of Shawnee appeared on behalf of said City and the Respondent:

/ / appeared _____

/ / represented by legal counsel or other representative. _____

☒ failed to appear.

The Hearing Officer finds that due and proper service was made on Respondent at least ten (10) days prior to the date of this hearing. After having carefully reviewed the record and evidence herein, and having heard the evidence and testimony of the Code Enforcement Officer and the Respondent, if any, the Hearing Officer further finds that the subject building(s) is/are dilapidated and detrimental to health, safety, and welfare of the general public or the community, create(s) a fire hazard dangerous to other property, and that the subject property would be benefited by the removal of the subject building(s).

IT IS THEREFORE ORDERED that: (Address) 420 W. Forrest

1) The Respondent shall commence the:

(a) ☒ Dismantling and removal of the building(s)

(b) / / Board and secure structure(s)

(c) / / Reset hearing date _____ / / I permit pulled void hearing date

2) If Respondent shall fail to perform the work within the dates fixed, the City shall cause such work to be done and the costs of such work, including all notices required in connection herewith, shall be assessed and collected in accordance with City Code Section 7-582.

3) Permits shall be obtained prior to March 28th, 2021 and shall complete such work no later than April 18th, 2021.

failed to appear
Property owner or Representative

**You have 10 days to appeal this
to the City Commission.**

K. Moore
Kevin Moore
Administrative Hearing Officer
City of Shawnee, Oklahoma

Exhibit "E"

FILED
IN THE DISTRICT COURT

IN THE DISTRICT COURT OF POTTAWATOMIE COUNTY MAR 26 2021
STATE OF OKLAHOMA

POTTAWATOMIE COUNTY, OK
VALERIE N. UELTZEN, COURT CLERK
By *Valerie N. Ueltzen* DEPUTY

IN THE MATTER OF THE ESTATES OF)
VONDA LEE OLDHAM, DECEASED, and)
LESTER LEON STAPP, DECEASED.)

Case No. PB-21-37

LETTERS OF ADMINISTRATION

Nicholas Atwood is hereby appointed special administrator of the estates of Vonda Lee Oldham, deceased, and Lester Leon Stapp, deceased.

Witness John G. Canavan, Jr., Judge of the District Court of Pottawatomie County, State of Oklahoma, the 26th day of March, 2021.

John G. Canavan, Jr.

JOHN G. CANAVAN, JR.
JUDGE OF THE DISTRICT COURT

STATE OF OKLAHOMA)
COUNTY OF POTTAWATOMIE) ss:
COUNTY OF POTTAWATOMIE)

I, Nicholas Atwood, do solemnly affirm that I will faithfully perform, according to law, the duties of special administrator of the estates of Vonda Lee Oldham, deceased, and Lester Leon Stapp, deceased.

Nicholas Atwood

NICHOLAS ATWOOD

Subscribed and sworn to before me this 26th day of March, 2021.

CERTIFICATE OF TRUE COPY
State of Oklahoma
Pottawatomie County
I, Valerie N. Ueltzen, Court Clerk, Within and for the State and County aforesaid, do hereby certify that the above foregoing is a full, true, correct and complete copy of the original as the same appears on record and on file in my office.
WITNESS my hand as Court Clerk and official seal this 26th day of MARCH, 2021
By *Valerie N. Ueltzen* Deputy

John G. Canavan, Jr.

JOHN G. CANAVAN, JR.
JUDGE OF THE DISTRICT COURT



Planning & Community Development

MEMORANDUM

DATE: April 19th, 2021

TO: Honorable Mayor & City Commissioners

FROM: Rebecca Blaine, Planning Director

RE: Code Enforcement Demolition Appeal for 420 W. Forrest

An appeal has been made for 420 W. Forrest to allow for remodeling instead of the property being demolished by the City, resulting in cost, fees and interest being filed in the form of liens to the property. Property ownership was verified by the County Assessor's Office. Taxpayer was verified by the County Treasurer's Office, reflecting last year of property taxes paid was in 2014. This information hosted by the County gives no indication of if a property owner is deceased.

The decision is before you all to determine if you wish to grant the appeal to not demolish the single-family home, or if you wish to deny the appeal, resulting in the City hiring a contractor to demolish the structure. General procedure for if granted is that the applicant obtains a building permit within 48-hours of decision, continuous progress is made with checkpoints every 30 days, and all work has necessary inspections performed for life, safety, welfare facets meeting all adopted codes: 2015 IRC (International Residential Code), 2015 IPC (International Plumbing Code), 2014 NEC (National Electric Code), 2015 IFGC (International Fuel Gas Code), 2015 IFC (International Fire Code), and all other applicable city codes.

Attached are the following documents regarding this Code Case: **Hearing Checklist, Pottawatomie County Assessor Report, Hearing Notice (mailed 02.03.2021), Hearing Notice for Publication, Affidavit of Publication 02.05.2021), Certificate of Mailing (02.04.2021), First Posted Notice (02.04.2021), Returned Mail (02.09.2021), Returned Mail (02.10.2021), Second Posted Notice (02.19.2021), Certificate of Mailing (02.19.2021), Affidavit of Publication (02.19.2021), Second Posted Notice (02.19.2021), Hearing Notes (03.18.2021), Administrative Order (03.18.2021), Hearing Sign In Sheet (03.18.2021), Building Inspector's Report, Photo of Property (02.12.2021), and Photo of Property (04.14.2021).**



04/14/2021 13:40

420 W. FORREST ST.

Hearing Checklist

ADDRESS 420 W. Forrest

Date: 1-7-21

[illegible]

Property Owner**Name:** STAPP LESTER L**Mailing Address:** 420 W FORREST

SHAWNEE, OK 74801

Type: (RI) Res. Improv.**Tax Dist:** (93SHA) Shawnee SD**Millage Rate:** 104.41**Property Information****Physical Address:** 420 FORREST W**Subdivision:** AP Shawnee**Block / Lot:** 099 / 005**Size (Acres):** 0.000*Wetla 5-28-14***Extended Legal:** AP BLK 99 E100' LOTS 5 & 6**Market and Assessed Values:**

	Taxable Market Value	Full Assessed (12.00% Market Value)
Land:	3,750	450
Building:	9707	1165
Total:	13,457	1,615
Exemptions:		-1,000
Net Assessed:		615

*Demo Hearing***Land:**

Land Use	Size	Units
Land-(0015)	1.50	LT

Taxes:

Estimated Taxes:	\$64	Note: Tax amounts are estimates only. Contact the county treasurer for exact amounts.
Exemptions:	1,000	

1st. notice



Notice of Hearing Concerning Dilapidated Building(s)

02/03/2021

LESTER STAPP
420 W FORREST
SHAWNEE, OK 74801

Problem Property: 420 W FORREST
Legal: AP BLK 99 E100' LOTS 5 & 6

It has been reported to the City of Shawnee that there exists on the above property one or more Dilapidated Building(s), the condition of which is contrary to the laws and ordinances of said City. The condition(s) which render(s) the building(s) dilapidated or otherwise detrimental to the health, safety, or welfare of the general public or the community is/are as follows: **DILAPIDATED STRUCTURE SHALL BE RAZED AND REMOVED AND LOT CLEARED OF ALL DEBRIS.**

A public hearing will be held by and before a hearing officer of said City Planning department at 222 N. Broadway at 9:00 AM. on **02/18/2021**; where testimony and any other evidence as to such building(s) and the condition thereof will be received and considered; a determination made; and order(s) issued as to whether;

1. Such Report is true;
2. The property is dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of such condition; and
3. The dilapidated building(s) shall be torn down and removed.

If the hearing officer determines that the Report is true and/or that the property is dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of the building(s), the a reasonable time period will be fixed during which you must dismantle and remove the dilapidated building(s). If you do not do so within the allotted time, the City will cause the dilapidated building(s) to be dismantled and removed, and the City Clerk of said City shall cause to be filed a lien against said property for cost and expenses of the work performed by the City and of notice(s) given in connection therewith. In addition, such costs with interest thereon shall be levied on the property and collected by the County Treasurer as are other taxes; and/or the City may pursue legal action to foreclose the lien against the property and/or to collect such cost from you personally.

YOUR FAILURE TO ATTEND THE HEARING WILL RESULT IN THE IMMEDIATE REMOVAL OF THE DILAPIDATED BUILDING(S), PURSUANT TO THE ABOVE-STATED PROCEDURE, WITHOUT FURTHER NOTICE TO YOU. IF YOU HAVE ANY QUESTIONS PLEASE CALL 405-878-1602

THE CITY OF SHAWNEE, OKLAHOMA
A MUNICIPAL CORPORATION


Warren Ingersoll
ACTION CENTER / CODE ENFORCEMENT

CC: Fiona Oldam 850 Palm Ave West Hollywood Ca. 90069 Ronnie Oldham 7101 Bucaneer Trail Austin Tx. 78729 ~~XXXXXXXXXX~~
~~XXXXXXXXXX~~

NOTICE OF HEARING CONCERNING DILAPIDATED BUILDING(S)

To Owners, Heirs, and Claimants of an interest in the following described real properties located in Shawnee, Pottawatomie County, Oklahoma.

It has been reported to the City of Shawnee that there exists on the following properties one or more Dilapidated Building(s), the condition of which is contrary to the laws and ordinances of said City. The condition(s) which render(s) the building(s) dilapidated or otherwise detrimental to the health, safety, or welfare of the general public or the community is/are as follows: **DILAPIDATED STRUCTURE SHALL BE RAZED AND REMOVED AND LOT CLEARED OF ALL DEBRIS.**

A public hearing will be held by and before a hearing officer of said City Planning department at 222 N. Broadway on **Thursday March 18th 2021**(at the times listed below); where testimony and any other evidence as to such building(s) and the condition thereof will be received and considered; a determination made; and order(s) issued as to whether;

1. Such report is true;
2. The property is dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of such condition; and
3. The dilapidated building(s) shall be torn down and removed.

PROPERTIES IN VIOLATION AND TIME OF HEARINGS

9:00 AM 420 W Forrest – AP SHAWNEE BLK. 99 E100' LOTS 5 & 6 – Lester Stapp, Fiona Oldham & Ronnie Oldham

9:30 AM 422 W Forrest – AP SHAWNEE BLK. 99 W40' LOTS 5 & 6 – Vonda Oldham, Ronnie Oldham & Midfirst Bank Shawnee North Office

10:00 AM 223 S Oklahoma – SEMINOLE BLK 3 LOTS 28 & 29 (223 & 225 S Oklahoma)—Donna Murrell

10:30 AM 202 S Draper – GOLDON HILL BLK 2 LOTS 1 THRU 4 –Sooner Rose Properties LLC

If the hearing officer determines that the Report is true and/or that the properties are dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of the building(s), the a reasonable time period will be fixed during which you must dismantle and remove the dilapidated building(s). If you do not do so within the allotted time, the City will cause the dilapidated building(s) to be dismantled and removed, and the City Clerk of said City shall cause to be filed a lien against said property for cost and expenses of the work performed by the City and of notice(s) given in connection therewith. In addition, such costs with interest thereon shall be levied on the property and collected by the County Treasurer as are other taxes; and/or the City may pursue legal action to foreclose the lien against the property and/or to collect such cost from you personally.

YOUR FAILURE TO ATTEND THE HEARING WILL RESULT IN THE IMMEDIATE REMOVAL OF THE DILAPIDATED BUILDING(S), PURSUANT TO THE ABOVE-STATED PROCEDURE, WITHOUT FURTHER NOTICE TO YOU. **IF YOU HAVE ANY QUESTIONS PLEASE CALL 405-878-1602**

THE CITY OF SHAWNEE, OKLAHOMA
A MUNICIPAL CORPORATION

By: WARREN INGERSOLL
ACTION CENTER / CODE ENFORCEMENT

(Published One Time in The County Democrat, February 5, 2021).

**NOTICE OF HEARING CONCERNING
DILAPIDATED BUILDING(S)**

To Owners, Heirs, and Claimants of an interest in the following described real properties located in Shawnee, Pottawatomie County, Oklahoma.

It has been reported to the City of Shawnee that there exists on the following properties one or more Dilapidated Building(s), the condition of which is contrary to the laws and ordinances of said City. The condition(s) which render(s) the building(s) dilapidated or otherwise detrimental to the health, safety, or welfare of the general public or the community is/are as follows:
DILAPIDATED STRUCTURE SHALL BE RAZED AND REMOVED AND LOT CLEARED OF ALL DEBRIS.

A public hearing will be held by and before a hearing officer of said City Planning department at 222 N. Broadway on **Thursday February 18th 2021** (at the times listed below); where testimony and any other evidence as to such building(s) and the condition thereof will be received and considered; a determination made; and order(s) issued as to whether;

1. Such report is true;
2. The property is dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of such condition; and
3. The dilapidated building(s) shall be torn down and removed.

PROPERTIES IN VIOLATION AND TIME OF HEARINGS

9:00 AM 420 W Forrest - AP
SHAWNEE BLK. 99 E100' LOTS 5 & 6
- Lester Stapp, Fiona Oldham & Ronnie Oldham

9:30 AM 422 W Forrest - AP
SHAWNEE BLK. 99 W40' LOTS 5 & 6 -
Vonda Oldham, Ronnie Oldham & Midfirst Bank Shawnee North Office

10:00 AM 223 S Oklahoma -
SEMINOLE BLK 3 LOTS 28 & 29 (223 &
225 S Oklahoma)—Donna Murrell

10:30 AM 202 S Draper - GOLDON
HILL BLK 2 LOTS 1 THRU 4 -Sooner Rose Properties LLC

If the hearing officer determines that the Report is true and/or that the properties are dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of the building(s), the a reasonable time period will be fixed during which you must dismantle and remove the dilapidated building(s). If you do not do so within the allotted time, the City will cause the dilapidated building(s) to be dismantled and removed, and the City Clerk of said City shall cause to be filed a lien against said property for cost and expenses of the work performed by the City and of notice(s) given in connection therewith. In addition, such costs with interest thereon shall be levied on the property and collected by the County Treasurer as are other taxes; and/or the City may pursue legal action to

foreclose the lien against the property and/or to collect such cost from you personally.

YOUR FAILURE TO ATTEND THE HEARING WILL RESULT IN THE IMMEDIATE REMOVAL OF THE DILAPIDATED BUILDING(S), PURSUANT TO THE ABOVE-STATED PROCEDURE, WITHOUT FURTHER NOTICE TO YOU. IF YOU HAVE ANY QUESTIONS PLEASE CALL 405-878-1602

THE CITY OF SHAWNEE, OKLAHOMA
A MUNICIPAL CORPORATION

/s/ By: WARREN INGERSOLL
ACTION CENTER / CODE ENFORCEMENT

AFFIDAVIT OF PUBLICATION

STATE OF OKLAHOMA
COUNTY OF POTTAWATOMIE

ss.

Renee' Wortham, of lawful age, being duly sworn and authorized, says that she is publisher of The County Democrat, weekly newspaper printed in Shawnee, Pottawatomie County, Oklahoma a newspaper qualified to publish legal notices, advertisements and publications as provided in Section 106 of Title 25, Oklahoma Statutes 1971 as amended, and complies with all other requirements of the laws of Oklahoma with reference to legal publications.

That said notice, a true copy of which is attached hereto, was published in the regular edition of said newspaper during the period and time of publication and not in a supplement, on the following dates:

February 5, 2021

Publishing Fee \$ 81.50

/s/ Renee' Wortham

Subscribed and sworn to before me this 5th

day of February, 20 21

/s/ Cathy J. Colvin Notary Public

My commission expires: 07/02/24

NOTARY PUBLIC State of OK
CATHY J. COLVIN
Comm. # 20007983
Expires 07-02-2024

COPY

Name and Address of Sender

Check type of mail or service:

- ☐ Certified
☐ COD
☐ Delivery Confirmation
☐ Express Mail
☐ Insured
- ☐ Recorded Delivery (International)
☐ Registered
☐ Return Receipt for Merchandise
☐ Signature Confirmation

Affix Stamp Here
 (If issued as a
 certificate of mailing,
 or for additional
 copies of this bill)
 Postmark and
 Date of Receipt

14.85

Article Number	Addressee (Name, Street, City, State, & ZIP Code)	Postage	Fee	Handling Charge	Actual Value if Registered	Insured Value	Due Sender if COD	DC Fee	SC Fee	SH Fee	RD Fee	RR Fee
1. Lester Stapp	420 W. Forrest	.50	.55									
2. Fiona Oldham	850 Palm Ave #102 West Hollywood, CA 90069	.50	.55									
3. Vonda Oldham	422 W. Forrest Shawnee, OK 74801	.50	.55									
4. Ronnie Oldham	7101 Buccener Trail Austin, TX 78729	.50	.55									
5. Donna Murrell	229 S. Center Shawnee, OK 74801	.50	.55									
6. Sooner Rose Prop. LLC	1 Dawson Ln. Shawnee, OK 74801	.50	.55									
7. Fiona Oldham	850 Palm Ave #102 West Hollywood, CA 90069	.50	.55									
8.												

NEOPOST
02/04/2021
US POSTAGE \$014.85
ZIP 74801
041L11258671

Total Number of Pieces Listed by Sender 27
 Total Number of Pieces Received at Post Office 27
 Postmaster, Per (Name of receiving employee)

See Privacy Act Statement on Reverse



notice posted

City of Shawnee

BOX 1448
SHAWNEE, OK 74802-1448

ACTION CENTER

RETURN SERVICE REQUESTED

OKLAHOMA CITY OK 730

NEOPOST

4 FEB 2021 PM 5 L 02/04/2021

US POSTAGE



FIRST-CLASS MAIL
PRESORTED
U.S. POSTAGE PAID
SHAWNEE, OK
PERMIT NO. 368

ZIP 74801
041L11258671

Notice of Hearing Concerning DL

02/03/2021

LESTER STAPP
420 W FORREST
SHAWNEE, OK 74801

Problem Property: 420 W FORREST

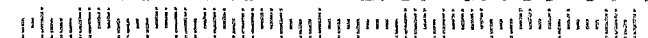
NIXIE 731 DE 1 0002/09/21

RETURN TO SENDER
VACANT
UNABLE TO FORWARD

VAC

74802144848

BC: 74802144848 *1757-07750-04-39



City of Shawnee

BOX 1448
SHAWNEE, OK 74802-1448

ACTION CENTER
RETURN SERVICE REQUESTED

OKLAHOMA CITY OK 730

4 FEB 2021 PM 6 L

NEOPOST

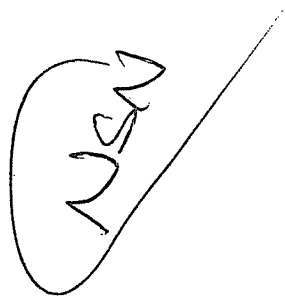
02/04/2021

US POSTAGE

\$0.00



2
04



Fiona Oldham
850 Palm Ave. #102
West Hollywood, Ca. 90069

NIXIE 911 7E 1 7202/

RETURN TO SENDER
NOT DELIVERABLE AS ADDRESSED
UNABLE TO FORWARD

UTFK1: 9352228827

UTF
90069-40069

SC: 74802144848 *5057-8822

2nd notice



Notice of Hearing Concerning Dilapidated Building(s)

02/19/2021

LESTER STAPP
420 W FORREST
SHAWNEE, OK 74801

Problem Property: 420 W FORREST
Legal: AP BLK 99 E100' LOTS 5 & 6

It has been reported to the City of Shawnee that there exists on the above property one or more Dilapidated Building(s), the condition of which is contrary to the laws and ordinances of said City. The condition(s) which render(s) the building(s) dilapidated or otherwise detrimental to the health, safety, or welfare of the general public or the community is/are as follows: **DILAPIDATED STRUCTURE SHALL BE RAZED AND REMOVED AND LOT CLEARED OF ALL DEBRIS.**

A public hearing will be held by and before a hearing officer of said City Planning department at 222 N. Broadway at 9:00 Am. on **03/18/2021**; where testimony and any other evidence as to such building(s) and the condition thereof will be received and considered; a determination made; and order(s) issued as to whether;

1. Such Report is true;
2. The property is dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of such condition; and
3. The dilapidated building(s) shall be torn down and removed.

If the hearing officer determines that the Report is true and/or that the property is dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of the building(s), the a reasonable time period will be fixed during which you must dismantle and remove the dilapidated building(s). If you do not do so within the allotted time, the City will cause the dilapidated building(s) to be dismantled and removed, and the City Clerk of said City shall cause to be filed a lien against said property for cost and expenses of the work performed by the City and of notice(s) given in connection therewith. In addition, such costs with interest thereon shall be levied on the property and collected by the County Treasurer as are other taxes; and/or the City may pursue legal action to foreclose the lien against the property and/or to collect such cost from you personally.

YOUR FAILURE TO ATTEND THE HEARING WILL RESULT IN THE IMMEDIATE REMOVAL OF THE DILAPIDATED BUILDING(S), PURSUANT TO THE ABOVE-STATED PROCEDURE, WITHOUT FURTHER NOTICE TO YOU. IF YOU HAVE ANY QUESTIONS PLEASE CALL 405-878-1602

THE CITY OF SHAWNEE, OKLAHOMA
A MUNICIPAL CORPORATION

Warren Ingersoll
ACTION CENTER / CODE ENFORCEMENT

CC: Fions oldham 850 Palm Ave #12
West Hollywood, Ca. 90069

Ronnie Oldham 7101 Buccener Trail
Austin, Tx, 78729

Name and Address of Sender

Check type of mail or service:

- ☐ Certified
☐ COD
☐ Delivery Confirmation
☐ Express Mail
☐ Insured
- ☐ Recorded Delivery (International)
☐ Registered
☐ Return Receipt for Merchandise
☐ Signature Confirmation

Affix Stamp Here
 (If issued as a
 certificate of mailing,
 or for additional
 copies of this bill)
 Postmark and
 Date of Receipt

3.30

Article Number	Addressee (Name, Street, City, State, & ZIP Code)	Postage	Fee	Handling Charge	Actual Value if Registered	Insured Value	Due Sender if COD	DC Fee	SC Fee	SH Fee	RD Fee	RR Fee
1. Sooner Rose Properties LLC.	1 Dawson Ln. Shawnee, OK. 74804	.50	.55									
2. Donna Murrell	229 S. Center Shawnee, OK. 74801	.50	.55									
3. Fiona Oldham	850 Palm Ave #102 West Hollywood, CA 90069	.50	.55									
4. Ronnie Oldham	7101 Bucanero Trail Austin, TX. 78729	.50	.55									
5. Fiona Oldham	850 Palm Ave #102 West Hollywood, CA 90069	.50	.55									
6. Ronnie Oldham	7101 Bucanero Trail Austin, TX. 78729	.50	.55									
7.												
8.												

NEOPOST
02/19/2021
US POSTAGE \$005.30

ZIP 74801
041L11258671
FEB 19 2021
USPS 74801

Total Number of Pieces Listed by Sender 10
 Total Number of Pieces Received at Post Office 10
 Postmaster, P.O. Name of receiving employee [Signature]

See Privacy Act Statement on Reverse

It has been reported to the City of Shawnee that there exists on the following properties one or more Dilapidated Building(s), the condition of which is contrary to the laws and ordinances of said City. The condition(s) which render(s) the building(s) dilapidated or otherwise detrimental to the health, safety, or welfare of the general public or the community is/are as follows: DILAPIDATED STRUCTURE SHALL BE RAZED AND REMOVED AND LOT CLEARED OF ALL DEBRIS.

A public hearing will be held by and before a hearing officer of said City Planning department at 222 N. Broadway on Thursday March 18th 2021(at the times listed below); where testimony and any other evidence as to such building(s) and the condition thereof will be received and considered; a determination made; and order(s) issued as to whether;

1. Such report is true;
2. The property is dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of such condition; and

3. The dilapidated building(s) shall be torn down and removed.

PROPERTIES IN VIOLATION AND TIME OF HEARINGS

9:00 AM 420 W Forrest - AP SHAWNEE BLK. 99 E100' LOTS 5 & 6 - Lester Stapp, Fiona Oldham & Ronnie Oldham

9:30 AM 422 W Forrest - AP SHAWNEE BLK. 99 W40' LOTS 5 & 6 - Vonda Oldham, Ronnie Oldham & Midfirst Bank Shawnee North Office

10:00 AM 223 S Oklahoma - SEMINOLE BLK 3 LOTS 28 & 29 (223 & 225 S Oklahoma) - Donna Murrell

10:30 AM 202 S Draper - GOLDON HILL BLK 2 LOTS 1 THRU 4 - Sooner Rose Properties LLC

If the hearing officer determines that the Report is true and/or that the properties are dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of the building(s), the a reasonable time period will be fixed during which you must dismantle and remove the dilapidated building(s). If you do not do so within the allotted time, the City will cause the dilapidated building(s) to be dismantled and removed, and the City Clerk of said City shall cause to be filed a lien against said property for cost and expenses of the work performed by the City and of notice(s) given in connection therewith. In addition, such costs with interest thereon shall be levied on the property and collected by the County Treasurer as are other taxes; and/or the City may pursue legal action to foreclose the lien against the property and/or to collect such cost from you personally.

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THE CITY OF SHAWNEE, OKLAHOMA
A MUNICIPAL CORPORATION

STATE OF OKLAHOMA
COUNTY OF POTTAWATOMIE

ss.

Renee' Wortham, of lawful age, being duly sworn and authorized, says that she is publisher of The County Democrat, weekly newspaper printed in Shawnee, Pottawatomie County, Oklahoma a newspaper qualified to publish legal notices, advertisements and publications as provided in Section 106 of Title 25, Oklahoma Statutes 1971 as amended, and complies with all other requirements of the laws of Oklahoma with reference to legal publications.

That said notice, a true a copy of which is attached hereto, was published in the regular edition of said newspaper during the period and time of publication and not in a supplement, on the following dates:

February 19, 2021

Publishing Fee \$ 81.25

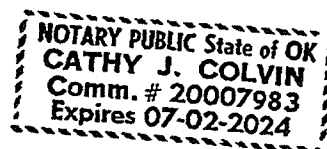
/s/ Renee' Wortham

Subscribed and sworn to before me this 19th

day of February, 20 21

/s/ Cathy J. Colvin
Notary Public

My commission expires: 07/02/24





02/19/2021 10:07

Notice posted

HEARING DATE 3-18-21 ADDRESS 420 W. Forest

OWNER PRESENT Yes/No/Who Yes

TIME MEETING STARTS 9:00 AM

NOTES NO show Letter stopp owner May 2014
Vacant - Broken windows Broken doors -
Vandalized - tapes behind 2014-2021

Unmoved forward to demo April 18²⁰²¹ or after
2020

ORDER _____

PERMIT OBTAINED BY _____

MEETING ADJOURNED

STRUCTURE REMOVED BY _____

BEFORE THE ADMINISTRATIVE HEARING OFFICER FOR THE
CITY OF SHAWNEE, COUNTY OF POTTWATOMIE
STATE OF OKLAHOMA

ADMINISTRATIVE ORDER

Now, on this 18th day of March, 2021 this matter comes on for hearing at the appointed time pursuant to the Notice of Hearing Concerning Dilapidated Building(s), a copy of which is attached hereto and made a part hereof. The Code Enforcement Officer for the City of Shawnee appeared on behalf of said City and the Respondent:

/ / appeared _____

/ / represented by legal counsel or other representative. _____

☒ failed to appear.

The Hearing Officer finds that due and proper service was made on Respondent at least ten (10) days prior to the date of this hearing. After having carefully reviewed the record and evidence herein, and having heard the evidence and testimony of the Code Enforcement Officer and the Respondent, if any, the Hearing Officer further finds that the subject building(s) is/are dilapidated and detrimental to health, safety, and welfare of the general public or the community, create(s) a fire hazard dangerous to other property, and that the subject property would be benefited by the removal of the subject building(s).

IT IS THEREFORE ORDERED that: (Address) 420 W. Forrest

1) The Respondent shall commence the:

(a) ☒ Dismantling and removal of the building(s)

(b) / / Board and secure structure(s)

(c) / / Reset hearing date _____ / / I permit pulled void hearing date

2) If Respondent shall fail to perform the work within the dates fixed, the City shall cause such work to be done and the costs of such work, including all notices required in connection herewith, shall be assessed and collected in accordance with City Code Section 7-582.

3) Permits shall be obtained prior to March 28th, 2021 and shall complete such work no later than April 18th, 2021.

failed to appear
Property owner or Representative

**You have 10 days to appeal this
to the City Commission.**

Kevin Moore
Kevin Moore
Administrative Hearing Officer
City of Shawnee, Oklahoma

420 W. Forrest
422 W. Forrest
123 S. Oklahoma
102 S. Draper

Sign In Sheet

DATE 3-18-21

(PLEASE PRINT)

ADDRESS	NAME	PHONE #	MAILING ADDRESS
---------	------	---------	-----------------

420 W. Forrest	Failed to appear		
----------------	------------------	--	--

422 W. Forrest	Failed to appear		
----------------	------------------	--	--

123 S. Oklahoma	David Bejewell	550-9756	
-----------------	----------------	----------	--

102 S. Draper	Failed to appear		
---------------	------------------	--	--

Staff Report ...

Public Nuisance Administrative Hearing

PROPERTY: 420 W Forrest
Lots 5 & 6, Block 99 E100',
AP Addition

OWNER: Lester Stapp

HEARING DATE: March 18th, 2021

CAUSE: Dilapidated Residential Building

REFERENCE: Extensive Structural Decay

PREPARED BY: Kevin Moore

CASE SUMMARY:

- This action involves a single-story 751 sqft wood framed and wood siding house which has been vacant since May 2014, according to City utility records. There are broken windows and the front door was open upon my inspection , allowing weather elements to freely enter the house deteriorate its structural integrity.
- Building Official Report: There are some broken windows and front door was open upon my inspection allowing homeless to enter the structure and allowing weather to enter for an extended period of time.do to the improper repair the elements have been able to enter the structure. it appears someone vandalized the inside .
- Other public nuisance cases: 1) high grass and weeds 2) Dilapidated structure
- Notice mailed by Certificate of Mailing and posted upon property on or about February 5, 2021.
- There is a Mortgage.

- Taxes are not up to date :2014,2015,2016,2017,2018,2019,2020,2021

COMMENTS:

- This building was reported by a citizen as dilapidated . Staff confirmed the structure was dilapidated with broken windows and the front door was open allowing weather to substantially enter the building unimpeded .

CURRENT STATUS:

- There has been no change in the building's physical condition as of February 12, 2021. Given the extent of deterioration, owner must apply for a remodel permit within forty eight hours of the hearing date and have 50% of building brought up to code within six months of the hearing date or the City of Shawnee will abate the property in question and have all structure's removed.

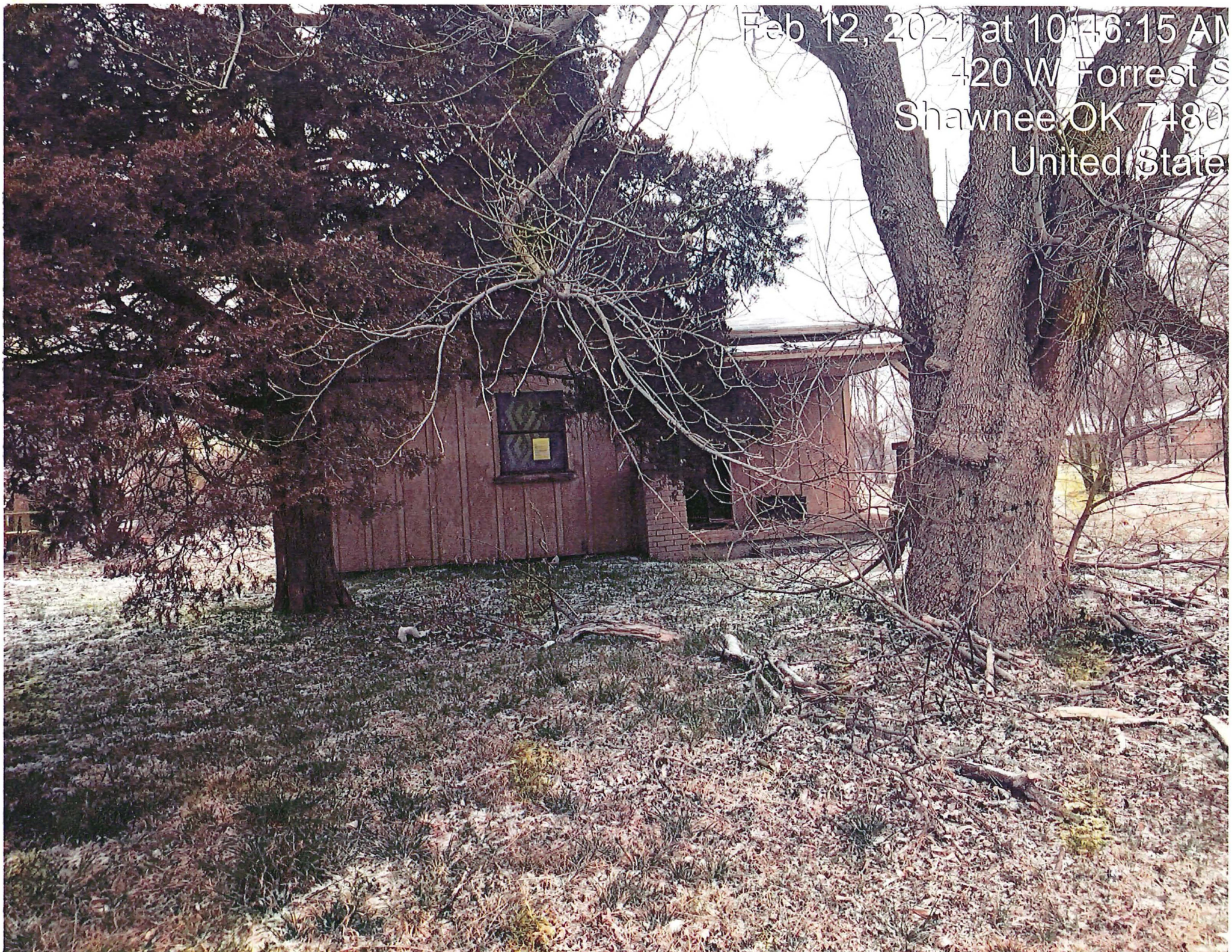
RECOMMENDATION:

- The building is dilapidated and a violation of **ARTICLE XII. - DILAPIDATED BUILDINGS** of the City's Code of Ordinances. Specifically, it can be considered dilapidated for the following criteria:
 - 1)That, through neglect or injury, lacks necessary repairs or otherwise is in a state of decay or partial ruin to such an extent that the structure is a hazard to the health, safety or welfare of the general public.
 - 2) That is unfit for human occupancy due to the lack of necessary repairs and that is considered uninhabitable or that is a hazard to the health, safety and welfare of the general public
- The hearing officer should declare the property a dilapidation public nuisance and order it abated by demolition and removal. The abatement shall commence on or after April 18th, 2021.

Feb 12, 2021 at 10:46:40 AM
420 W Forrest S
Shawnee, OK 74801
United States



Feb 12, 2021 at 10:46:15 AM
420 W Forrest S
Shawnee, OK 74801
United States



Regular Board of Commissioners

9.

Meeting Date: 04/19/2021

Notice of Appeal

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Discussion, consideration, and possible action of an Appeal of an Administrative Order regarding the demolition of the residential structure located at 422 West Forrest Street.

Attachments

Notice of Appeal

Staff Report

**BEFORE THE CITY COMMISSION OF
THE CITY OF SHAWNEE, OKLAHOMA**

RECEIVED CITY CLERK'S OFFICE
Date 3-26-2021 Time 2:05pm

NOTICE OF APPEAL OF ADMINISTRATIVE ORDERS

Nicholas Atwood, the duly appointed and acting Special Administrator of the Estates of Vonda Lee Oldham, deceased, and Lester Leon Stapp, deceased ("Appellant"), by and through his counsel, Matt Hopkins, hereby appeals to the City Commission of the City of Shawnee, Oklahoma to reverse and vacate the two Administrative Orders referenced below. In support of his appeal, Appellant shows the Commission as follows:

1. Vonda Lee Oldham ("Oldham") resided at the home she owned at 422 W. Forrest, Shawnee, OK 74801 (the "Oldham House"), prior to her death. Oldman died on June 28, 2011.

2. Lester Leon Stapp ("Stapp") resided at the home he owned at 420 W. Forrest, Shawnee, OK 74801 (the "Stapp House"), prior to his death. Stapp died on July 7, 2014.

3. On or about February 3, 2021, the Code Enforcement Department of the City, by and through Warren Ingersoll, issued Notice of Hearing Concerning Dilapidated Building(s) to Oldham (the "Oldham Notice"), advising Oldham that public hearing would be had on February 18, 2021 regarding consideration of ordering the Oldham House to be torn down and removed. A copy of the Oldham Notice is attached as Exhibit "A". The hearing initially set for February 18, 2021, was continued until March 18, 2021.

4. On or about February 3, 2021, the Code Enforcement Department of the City, by and through Warren Ingersoll, issued Notice of Hearing Concerning Dilapidated

Building(s) to Stapp (the “Stapp Notice”), advising Stapp that public hearing would be had on February 18, 2021 regarding consideration of ordering the Stapp House to be torn down and removed. A copy of the Stapp Notice is attached as Exhibit “B”. The hearing initially set for February 18, 2021, was continued until March 18, 2021.

5. The Code Enforcement Department was aware, at the time of the Oldham Notice and the Stapp Notice, that both Oldham and Stapp were deceased.

6. Though certain family members were notified of the hearing by letter dated February, 2021, and were subsequently informed through counsel that the hearing had been continued, neither they nor counsel were informed that the hearing had been reset for March 18, 2021. In any event, no family member of Oldham or Stapp was a proper legal representative of the owners of the properties.

7. On March 18, 2021, Administrative Hearing Officer Kevin Moore entered an Administrative Order (the “Oldham Order”) finding that:

- (a) due and proper service was made on Respondent (Deceased Vonda Lee Oldham) at least ten days prior to the hearing;
- (b) Vonda Lee Oldham (Deceased) failed to appear;
- (c) the Oldham House is dilapidated and detrimental to the health, safety and welfare of the general public or community;
- (d) the Oldham House creates a fire hazard dangerous to other property; and
- (e) that the property would benefit from removal of the Oldham House.

The Oldham Order also ordered Vonda Lee Oldham, a deceased person, to dismantle and remove the Oldham House. A copy of the Oldham Order is attached as Exhibit “C”.

8. On March 18, 2021, Administrative Hearing Officer Kevin Moore entered an Administrative Order (the “Stapp Order”) finding that:

- (a) due and proper service was made on Respondent (Deceased Lester Leon Stapp) at least ten days prior to the hearing;
- (b) Lester Leon Stapp (Deceased) failed to appear;
- (c) the Stapp House is dilapidated and detrimental to the health, safety and welfare of the general public or community;
- (d) the Stapp House creates a fire hazard dangerous to other property; and
- (e) that the property would benefit from removal of the Stapp House.

The Stapp Order also ordered Lester Leon Stapp, a deceased person, to dismantle and remove the Stapp House. A copy of the Oldham Order is attached as Exhibit “D”.

9. Petitioner was appointed as the Special Administrator of the Estates of Oldham and Stapp by the District Court of Pottawatomie County, Oklahoma, on March 26, 2021. A copy of Petitioner’s Letters of Administration is attached as Exhibit “E”. No prior legal representative of either estate had ever been appointed.

10. The Oldham Order and the Stapp Order should each be reversed and vacated by the City Commission because both the Oldham Notice and the Stapp Notice were deficient, failed to follow Article XII of the Shawnee, OK Code of Ordinances, and violate due process protections afforded to the owners of the Oldham House and the Stapp House by the Oklahoma and United States Constitutions. Both the Oldham Notice and the Stapp Notice were deficient in the following ways:

- (a) Neither Notice was served in the manner required by Code 1986 § 7-582 (a) (1), which requires at least 10 days’ notice to the *property owner* before the hearing is

held. Neither property owner was notified of the hearing, and such notice was known to the representatives of the City to be impossible, because the prior deaths of Oldham and Stapp were known to them.

(b) The record does not reflect, in either the Oldham Order or the Stapp Order, that Notice of the hearings was posted at the properties, as required by Code 1986 § 7-582 (a) (1).

(c) The record does not reflect, in either the Oldham Order or the Stapp Order, that a copy of either Notice was sent by certified mail to the property owners at their addresses shown on the current year's tax rolls or some other more reliable source, as required by Code 1986 § 7-582 (a) (1).

(d) The record does not reflect, in either the Oldham Order or the Stapp Order, that the municipality obtained a receipt of mailing from the postal service, indicating the date of mailing and the name and address of the recipient of mailing at the time either the Oldham Notice or the Stapp Notice was mailed, as required by Code 1986 § 7-582 (a) (1).

(e) The record does not reflect, in either the Oldham Order or the Stapp Order, whether certified mail to either property owner was refused or if the property owner could not be located, and each Order further fails to record whether, if the property owner could not be located, that Notice of the hearing on both properties was published in a newspaper at least ten days before the hearings, as required by Code 1986 § 7-582 (a) (1).

(f) Most importantly, both the Oldham Order and the Stapp Order failed to set forth the information required in such notices by Code 1986 § 7-582 (a) (1). The Code provision requires the Notice to "state in general terms *the specific problem or problems* with the building which cause it to be dilapidated or otherwise detrimental to the health,

safety, or welfare of the general public”. [Emphasis Added.] Neither the Oldham Notice nor the Stapp Notice identifies specific problem(s) with either property that cause them to be allegedly dilapidated. Instead, each Notice states as follows:

The condition(s) which render(s) the building(s) dilapidated or otherwise detrimental to the health, safety, or welfare of the general public or the community is/are as follows: **DILAPIDATED STRUCTURE SHALL BE RAZED AND REMOVED AND LOT CLEARED OF ALL DEBRIS.**

Nothing in either Notice states what specific alleged problems cause the Oldham House or the Stapp House to be allegedly dilapidated. Rather, the Notice simply states instead what the Code Enforcement Department is seeking – dilapidation of the buildings. The flaw in the Notice is fatal and, in direct contravention of the Code, fails to notify anyone of the alleged problems with the structures.

(g) Neither the Oldham Notice nor the Stapp Notice was served on the property owner (both deceased and known to the City to be deceased) or any legal representative of either property owner. The only proper service of Notice can be made on Petitioner as the sole legal representative of both deceased property owners.

11. Fiona Rene (“Rene”), granddaughter of Oldham and great-niece of Stapp, has worked with the consent of the rest of Oldham’s and Stapp’s surviving family members toward a plan to secure the homes through the Special Administration of the estates of Oldham and Stapp. Rene’s plan is to work with two local non-profit organizations to revitalize the properties (which will include either the rehabilitation or the demolishing of both the Oldham House, the Stapp House, or both, depending on their structural viability). The plan will include turning the properties, with revitalized or new structures, into centers that can be used by the non-profit organizations for community programming. This use of both properties is in the better interest of the City and the

community in which the properties are located. This plan will include discussion with City representatives and action approved by them in order to remove any deficiencies on either property that may make the properties a danger to the community, so that such dangers are removed quickly. To place this plan into action, Rene has engaged counsel, Matt Hopkins, and has met via telephone with the directors of the local non-profit organizations she hopes to work with to turn the properties into positive assets for the community and the City. The directors of the non-profits have indicated strong desire to work with Rene toward this end.

12. Likewise, it is in the best interest of the City to avoid spending taxpayer dollars for the demolishing of either the Oldham House or the Stapp House. In all likelihood, such expenditure would never be recovered, and would lead to the properties on which each house sits being vacant for a long period of time and, likely, create a continuing maintenance expenditure for the City.

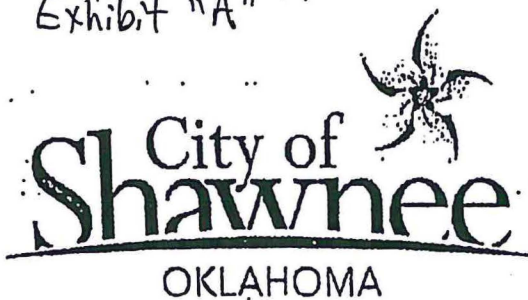
For the reasons stated above, Petitioner, Nicholas Atwood, duly appointed and acting Special Administrator of the Estates of Vonda Lee Oldham and Lester Leon Stapp, moves the Commission to reverse and vacate the Oldham Order and the Stapp Order and for such other relief as the Commission deems appropriate under the circumstances.

Respectfully submitted,



MATT HOPKINS, OBA# 16666
8100 N. May Avenue
Oklahoma City, OK 73120
Telephone: (405) 202-6732
Fax: (405) 275-5048
matt@hhdinc.com
ATTORNEY FOR PETITIONER

Exhibit "A"



Notice of Hearing Concerning Dilapidated Building(s)

02/03/2021

VONDA OLDHAM
422 W FORREST
SHAWNEE, OK 74801

Problem Property: 422 W FORREST
Legal: AP BLK 99 W40' LOTS 5 & 6

It has been reported to the City of Shawnee that there exists on the above property one or more Dilapidated Building(s), the condition of which is contrary to the laws and ordinances of said City. The condition(s) which render(s) the building(s) dilapidated or otherwise detrimental to the health, safety, or welfare of the general public or the community is/are as follows: **DILAPIDATED STRUCTURE SHALL BE RAZED AND REMOVED AND LOT CLEARED OF ALL DEBRIS.**

A public hearing will be held by and before a hearing officer of said City Planning department at 222 N. Broadway at 9:30 AM. on **02/18/2021**; where testimony and any other evidence as to such building(s) and the condition thereof will be received and considered; a determination made; and order(s) issued as to whether;

1. Such Report is true;
2. The property is dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of such condition; and
3. The dilapidated building(s) shall be torn down and removed.

If the hearing officer determines that the Report is true and/or that the property is dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of the building(s), the a reasonable time period will be fixed during which you must dismantle and remove the dilapidated building(s). If you do not do so within the allotted time, the City will cause the dilapidated building(s) to be dismantled and removed, and the City Clerk of said City shall cause to be filed a lien against said property for cost and expenses of the work performed by the City and of notice(s) given in connection therewith. In addition, such costs with interest thereon shall be levied on the property and collected by the County Treasurer as are other taxes; and/or the City may pursue legal action to foreclose the lien against the property and/or to collect such cost from you personally.

YOUR FAILURE TO ATTEND THE HEARING WILL RESULT IN THE IMMEDIATE REMOVAL OF THE DILAPIDATED BUILDING(S), PURSUANT TO THE ABOVE-STATED PROCEDURE, WITHOUT FURTHER NOTICE TO YOU. IF YOU HAVE ANY QUESTIONS PLEASE CALL 405-878-1602

THE CITY OF SHAWNEE, OKLAHOMA
A MUNICIPAL CORPORATION


Warren Ingersoll
ACTION CENTER / CODE ENFORCEMENT

CC: Fiona Oldham 850 Palm Ave #102 West Hollywood Ca. 90069 Ronnie Oldham 7101 Bucaneer Trail Austin Tx. 78729 Midfirst Bank Shawnee N Office Po Box 269979 Oklahoma City Ok. 73126

Exhibit "B"



Notice of Hearing Concerning Dilapidated Building(s)

02/03/2021

LESTER STAPP
420 W FORREST
SHAWNEE, OK 74801

Problem Property: 420 W FORREST
Legal: AP BLK 99 E100' LOTS 5 & 6

It has been reported to the City of Shawnee that there exists on the above property one or more Dilapidated Building(s), the condition of which is contrary to the laws and ordinances of said City. The condition(s) which render(s) the building(s) dilapidated or otherwise detrimental to the health, safety, or welfare of the general public or the community is/are as follows: **DILAPIDATED STRUCTURE SHALL BE RAZED AND REMOVED AND LOT CLEARED OF ALL DEBRIS.**

A public hearing will be held by and before a hearing officer of said City Planning department at 222 N. Broadway at 9:00 AM. on 12/18/2021; where testimony and any other evidence as to such building(s) and the condition thereof will be received and considered; a determination made; and order(s) issued as to whether;

1. Such Report is true;
2. The property is dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of such condition; and
3. The dilapidated building(s) shall be torn down and removed.

the hearing officer determines that the Report is true and/or that the property is dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of the building(s), the a reasonable time period will be fixed during which you must dismantle and remove the dilapidated building(s). If you do not do so within the allotted time, the City will cause the dilapidated building(s) to be dismantled and removed, and the City Clerk of said City shall cause to be filed a lien against said property for cost and expenses of the work performed by the City and of notice(s) given in connection therewith. In addition, such costs with interest hereon shall be levied on the property and collected by the County Treasurer as are other taxes; and/or the City may pursue legal action to foreclose the lien against the property and/or to collect such cost from you personally.

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THE CITY OF SHAWNEE, OKLAHOMA
A MUNICIPAL CORPORATION


Warren Ingersoll
ACTION CENTER / CODE ENFORCEMENT

CC: Fiona Oldam 850 Palm Ave West Hollywood Ca. 90069 Ronnie Oldham 7101 Bucaneer Trail Austin Tx. 78729

BEFORE THE ADMINISTRATIVE HEARING OFFICER FOR THE
CITY OF SHAWNEE, COUNTY OF POTTWATOMIE
STATE OF OKLAHOMA

Exhibit "C"

ADMINISTRATIVE ORDER

Now, on this 18th day of March, 2021 this matter comes on for hearing at the appointed time pursuant to the Notice of Hearing Concerning Dilapidated Building(s), a copy of which is attached hereto and made a part hereof. The Code Enforcement Officer for the City of Shawnee appeared on behalf of said City and the Respondent:

/ / appeared _____

/ / represented by legal counsel or other representative. _____

☒ failed to appear.

The Hearing Officer finds that due and proper service was made on Respondent at least ten (10) days prior to the date of this hearing. After having carefully reviewed the record and evidence herein, and having heard the evidence and testimony of the Code Enforcement Officer and the Respondent, if any, the Hearing Officer further finds that the subject building(s) is/are dilapidated and detrimental to health, safety, and welfare of the general public or the community, create(s) a fire hazard dangerous to other property, and that the subject property would be benefited by the removal of the subject building(s).

IT IS THEREFORE ORDERED that: (Address) 422 W. Forrest

1) The Respondent shall commence the:

(a) ☒ Dismantling and removal of the building(s)

(b) / / Board and secure structure(s)

(c) / / Reset hearing date _____ / / I permit pulled void hearing date _____

2) If Respondent shall fail to perform the work within the dates fixed, the City shall cause such work to be done and the costs of such work, including all notices required in connection herewith, shall be assessed and collected in accordance with City Code Section 7-582.

3) Permits shall be obtained prior to March 28th, 2021 and shall complete such work no later than April 18th, 2021.

failed to appear
Property owner or Representative

**You have 10 days to appeal this
to the City Commission.**


Kevin Moore
Administrative Hearing Officer
City of Shawnee, Oklahoma

BEFORE THE ADMINISTRATIVE HEARING OFFICER FOR THE
CITY OF SHAWNEE, COUNTY OF POTTWATOMIE
STATE OF OKLAHOMA

ADMINISTRATIVE ORDER

Exhibit "D"

Now, on this 18th day of March, 2021 this matter comes on for hearing at the appointed time pursuant to the Notice of Hearing Concerning Dilapidated Building(s), a copy of which is attached hereto and made a part hereof. The Code Enforcement Officer for the City of Shawnee appeared on behalf of said City and the Respondent:

/ / appeared _____

/ / represented by legal counsel or other representative. _____

☒ failed to appear.

The Hearing Officer finds that due and proper service was made on Respondent at least ten (10) days prior to the date of this hearing. After having carefully reviewed the record and evidence herein, and having heard the evidence and testimony of the Code Enforcement Officer and the Respondent, if any, the Hearing Officer further finds that the subject building(s) is/are dilapidated and detrimental to health, safety, and welfare of the general public or the community, create(s) a fire hazard dangerous to other property, and that the subject property would be benefited by the removal of the subject building(s).

IT IS THEREFORE ORDERED that: (Address) 420 W. Forrest

1) The Respondent shall commence the:

(a) ☒ Dismantling and removal of the building(s)

(b) / / Board and secure structure(s)

(c) / / Reset hearing date _____ / / I permit pulled void hearing date

2) If Respondent shall fail to perform the work within the dates fixed, the City shall cause such work to be done and the costs of such work, including all notices required in connection herewith, shall be assessed and collected in accordance with City Code Section 7-582.

3) Permits shall be obtained prior to March 28th, 2021 and shall complete such work no later than April 18th, 2021.

failed to appear
Property owner or Representative

**You have 10 days to appeal this
to the City Commission.**

K. Moore
Kevin Moore
Administrative Hearing Officer
City of Shawnee, Oklahoma

Exhibit "E"

FILED
IN THE DISTRICT COURT

IN THE DISTRICT COURT OF POTTAWATOMIE COUNTY MAR 26 2021
STATE OF OKLAHOMA

POTTAWATOMIE COUNTY, OK
VALERIE N. UELTZEN, COURT CLERK
By *Valerie N. Ueltzen* DEPUTY

IN THE MATTER OF THE ESTATES OF)
VONDA LEE OLDHAM, DECEASED, and)
LESTER LEON STAPP, DECEASED.)

Case No. PB-21-37

LETTERS OF ADMINISTRATION

Nicholas Atwood is hereby appointed special administrator of the estates of Vonda Lee Oldham, deceased, and Lester Leon Stapp, deceased.

Witness John G. Canavan, Jr., Judge of the District Court of Pottawatomie County, State of Oklahoma, the 26th day of March, 2021.

John G. Canavan, Jr.

JOHN G. CANAVAN, JR.
JUDGE OF THE DISTRICT COURT

STATE OF OKLAHOMA)
COUNTY OF POTTAWATOMIE) ss:
COUNTY OF POTTAWATOMIE)

I, Nicholas Atwood, do solemnly affirm that I will faithfully perform, according to law, the duties of special administrator of the estates of Vonda Lee Oldham, deceased, and Lester Leon Stapp, deceased.

Nicholas Atwood

NICHOLAS ATWOOD

Subscribed and sworn to before me this 26th day of March, 2021.

CERTIFICATE OF TRUE COPY
State of Oklahoma
Pottawatomie County
I, Valerie N. Ueltzen, Court Clerk, Within and for the State and County aforesaid, do hereby certify that the above foregoing is a full, true, correct and complete copy of the original as the same appears on record and on file in my office.
WITNESS my hand as Court Clerk and official seal this 26th day of MARCH, 2021
By *Valerie N. Ueltzen* Deputy

John G. Canavan, Jr.

JOHN G. CANAVAN, JR.
JUDGE OF THE DISTRICT COURT



Planning & Community Development

MEMORANDUM

DATE: April 19th, 2021

TO: Honorable Mayor & City Commissioners

FROM: Rebecca Blaine, Planning Director

RE: Code Enforcement Demolition Appeal for 422 W. Forrest

An appeal has been made for 422 W. Forrest to allow for remodeling instead of the property being demolished by the City, resulting in cost, fees and interest being filed in the form of liens to the property. Property ownership was verified by the County Assessor's Office. Taxpayer was verified by the County Treasurer's Office, reflecting last year of property taxes paid was in 2014. This information hosted by the County gives no indication of if a property owner is deceased.

The decision is before you all to determine if you wish to grant the appeal to not demolish the single-family home, or if you wish to deny the appeal, resulting in the City hiring a contractor to demolish the structure. General procedure for if granted is that the applicant obtains a building permit within 48-hours of decision, continuous progress is made with checkpoints every 30 days, and all work has necessary inspections performed for life, safety, welfare facets meeting all adopted codes: 2015 IRC (International Residential Code), 2015 IPC (International Plumbing Code), 2014 NEC (National Electric Code), 2015 IFGC (International Fuel Gas Code), 2015 IFC (International Fire Code), and all other applicable city codes.

Attached are the following documents regarding this Code Case: **Hearing Checklist, Pottawatomie County Assessor Report, Hearing Notice (mailed 02.03.2021), Hearing Notice for Publication, Affidavit of Publication (02.05.2021), Certificate of Mailing (02.04.2021), First Posted Notice (02.04.2021), Returned Mail (02.09.2021 & 02.10.2021), Second Hearing Notice (02.19.2021), Administrative Order (03.18.2021), Hearing Sign In Sheet (03.18.2021), Hearing Notes (03.18.2021), Building Inspector's Report, Certificate of Mailing (02.19.2021), Affidavit of Publication (02.19.2021), Second Posted Notice (02.19.2021), Release of Mortgage from SURA, Photo of Property (02.12.2021), and Photo of Property (04.14.2021).**



04/14/2021 13:39

422 W. FORREST ST.

Dilapidated Building

Hearing Checklist

ADDRESS 422 W. Forrest

Date: 1-7-21

[illegible]

As of: 11/18/2020

Property Owner**Name:** OLDHAM VONDA**Mailing Address:** 422 W FOREST

SHAWNEE, OK 74801

Type: (RI) Res. Improv.**Tax Dist:** (93SHA) Shawnee SD**Millage Rate:** 101.04**Property Information****Physical Address:** 422 FORREST W**Subdivision:** AP Shawnee**Block / Lot:** 099 / 006**Size (Acres):** 0.000*Water 6-27-18**Demo***Extended Legal:** AP BLK 99 W40' LOTS 5 & 6**Market and Assessed Values:**

	Taxable Market Value	Full Assessed (12.00% Market Value)
Land:	1,250	150
Building:	20350	2442
Total:	21,600	2,592
Exemptions:		0
Net Assessed:		2,592

Land:

Land Use	Size	Units
Land-(0015)	0.50	LT

Taxes:

Estimated Taxes:	\$271	Note: Tax amounts are estimates only. Contact the county treasurer for exact amounts.
Exemptions:	0	

Deed Transfers:

Date	Book	Page	Deed Type	Stamps	Est. Sale	Grantee	Code	Type
12/20/1996	2614	233	Warr. Deed	0.00	\$0	OLDHAM VONDA		



Notice of Hearing Concerning Dilapidated Building(s)

02/03/2021

VONDA OLDHAM
422 W FORREST
SHAWNEE, OK 74801

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A public hearing will be held by and before a hearing officer of said City Planning department at 222 N. Broadway at **9:30 AM.** on **02/18/2021**; where testimony and any other evidence as to such building(s) and the condition thereof will be received and considered; a determination made; and order(s) issued as to whether;

1. Such Report is true;
2. The property is dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of such condition; and
3. The dilapidated building(s) shall be torn down and removed.

If the hearing officer determines that the Report is true and/or that the property is dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of the building(s), the a reasonable time period will be fixed during which you must dismantle and remove the dilapidated building(s). If you do not do so within the allotted time, the City will cause the dilapidated building(s) to be dismantled and removed, and the City Clerk of said City shall cause to be filed a lien against said property for cost and expenses of the work performed by the City and of notice(s) given in connection therewith. In addition, such costs with interest thereon shall be levied on the property and collected by the County Treasurer as are other taxes; and/or the City may pursue legal action to foreclose the lien against the property and/or to collect such cost from you personally.

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THE CITY OF SHAWNEE, OKLAHOMA
A MUNICIPAL CORPORATION


Warren Ingersoll
ACTION CENTER / CODE ENFORCEMENT

CC: Fiona Oldham 850 Palm Ave #102 West Hollywood Ca. 90069 Ronnie Oldham 7101 Buccaneer Trail Austin Tx. 78729 Midfirst Bank Shawnee N Office Po Box 269979 Oklahoma City Ok. 73126

NOTICE OF HEARING CONCERNING DILAPIDATED BUILDING(S)

To Owners, Heirs, and Claimants of an interest in the following described real properties located in Shawnee, Pottawatomie County, Oklahoma.

It has been reported to the City of Shawnee that there exists on the following properties one or more Dilapidated Building(s), the condition of which is contrary to the laws and ordinances of said City. The condition(s) which render(s) the building(s) dilapidated or otherwise detrimental to the health, safety, or welfare of the general public or the community is/are as follows: **DILAPIDATED STRUCTURE SHALL BE RAZED AND REMOVED AND LOT CLEARED OF ALL DEBRIS.**

A public hearing will be held by and before a hearing officer of said City Planning department at 222 N. Broadway on **Thursday March 18th 2021**(at the times listed below); where testimony and any other evidence as to such building(s) and the condition thereof will be received and considered; a determination made; and order(s) issued as to whether;

- 1. Such report is true;
- 2. The property is dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of such condition; and
- 3. The dilapidated building(s) shall be torn down and removed.

PROPERTIES IN VIOLATION AND TIME OF HEARINGS

9:00 AM 420 W Forrest – AP SHAWNEE BLK. 99 E100’ LOTS 5 & 6 – Lester Stapp, Fiona Oldham & Ronnie Oldham

9:30 AM 422 W Forrest – AP SHAWNEE BLK. 99 W40’ LOTS 5 & 6 – Vonda Oldham, Ronnie Oldham & Midfirst Bank Shawnee North Office

10:00 AM 223 S Oklahoma – SEMINOLE BLK 3 LOTS 28 & 29 (223 & 225 S Oklahoma)—Donna Murrell

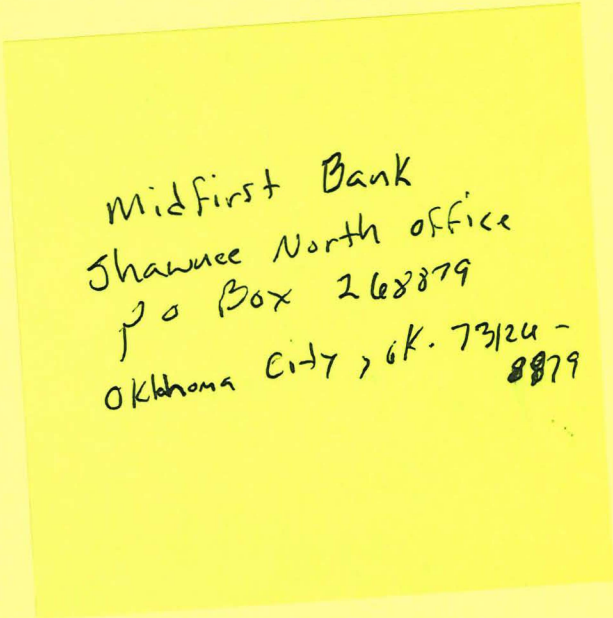
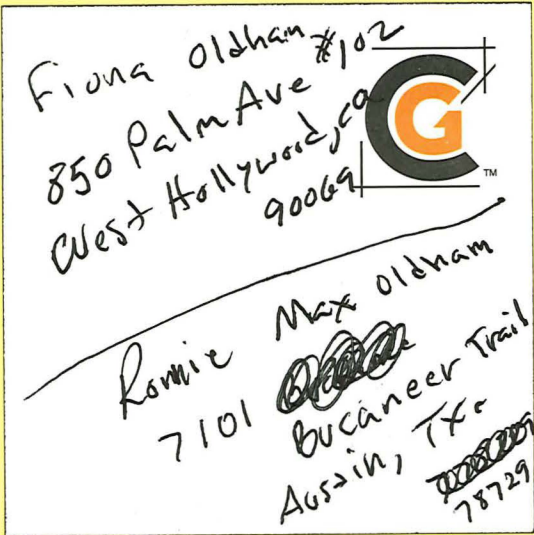
10:30 AM 202 S Draper – GOLDON HILL BLK 2 LOTS 1 THRU 4 –Sooner Rose Properties LLC

If the hearing officer determines that the Report is true and/or that the properties are dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of the building(s), the a reasonable time period will be fixed during which you must dismantle and remove the dilapidated building(s). If you do not do so within the allotted time, the City will cause the dilapidated building(s) to be dismantled and removed, and the City Clerk of said City shall cause to be filed a lien against said property for cost and expenses of the work performed by the City and of notice(s) given in connection therewith. In addition, such costs with interest thereon shall be levied on the property and collected by the County Treasurer as are other taxes; and/or the City may pursue legal action to foreclose the lien against the property and/or to collect such cost from you personally.

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THE CITY OF SHAWNEE, OKLAHOMA
A MUNICIPAL CORPORATION

By: WARREN INGERSOLL
ACTION CENTER / CODE ENFORCEMENT



(Published One Time in The County Democrat, February 5, 2021).

**NOTICE OF HEARING CONCERNING
DILAPIDATED BUILDING(S)**

To Owners, Heirs, and Claimants of an interest in the following described real properties located in Shawnee, Pottawatomie County, Oklahoma.

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DILAPIDATED STRUCTURE SHALL BE RAZED AND REMOVED AND LOT CLEARED OF ALL DEBRIS.

A public hearing will be held by and before a hearing officer of said City Planning department at 222 N. Broadway on **Thursday February 18th 2021** (at the times listed below); where testimony and any other evidence as to such building(s) and the condition thereof will be received and considered; a determination made; and order(s) issued as to whether;

1. Such report is true;

2. The property is dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of such condition; and

3. The dilapidated building(s) shall be torn down and removed.

PROPERTIES IN VIOLATION AND TIME OF HEARINGS

9:00 AM 420 W Forrest - AP SHAWNEE BLK. 99 E100' LOTS 5 & 6 - Lester Stapp, Fiona Oldham & Ronnie Oldham

9:30 AM 422 W Forrest - AP SHAWNEE BLK. 99 W40' LOTS 5 & 6 - Vonda Oldham, Ronnie Oldham & Midfirst Bank Shawnee North Office

10:00 AM 223 S Oklahoma - SEMINOLE BLK 3 LOTS 28 & 29 (223 & 225 S Oklahoma)—Donna Murrell

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THE CITY OF SHAWNEE, OKLAHOMA
A MUNICIPAL CORPORATION

/s/ By: WARREN INGERSOLL
ACTION CENTER / CODE ENFORCEMENT

AFFIDAVIT OF PUBLICATION

STATE OF OKLAHOMA
COUNTY OF POTTAWATOMIE

SS.

Renee' Wortham, of lawful age, being duly sworn and authorized, says that she is publisher of The County Democrat, weekly newspaper printed in Shawnee, Pottawatomie County, Oklahoma a newspaper qualified to publish legal notices, advertisements and publications as provided in Section 106 of Title 25, Oklahoma Statutes 1971 as amended, and complies with all other requirements of the laws of Oklahoma with reference to legal publications.

That said notice, a true copy of which is attached hereto, was published in the regular edition of said newspaper during the period and time of publication and not in a supplement, on the following dates:

February 5, 2021

Publishing Fee \$ 81.50

/s/ Renee' Wortham

Subscribed and sworn to before me this 5th

day of February, 20 21.

/s/ Cathy J. Colvin
Notary Public

My commission expires: 07/02/24

NOTARY PUBLIC State of OK
CATHY J. COLVIN
Comm. # 20007983
Expires 07-02-2024

Name and Address of Sender

Check type of mail or service:

- ☐ Certified
☐ COD
☐ Delivery Confirmation
☐ Express Mail
☐ Insured
- ☐ Recorded Delivery (International)
☐ Registered
☐ Return Receipt for Merchandise
☐ Signature Confirmation

Affix Stamp Here
 (If issued as a
 certificate of mailing,
 or for additional
 copies of this bill)
 Postmark and
 Date of Receipt

14.85

Article Number	Addressee (Name, Street, City, State, & ZIP Code)	Postage	Fee	Handling Charge	Actual Value if Registered	Insured Value	Due Sender if COD	DC Fee	SC Fee	SH Fee	RD Fee	RR Fee
1. Lester Stapp	420 W. Forrest	.50	.55									
2. Fiona Oldham	850 Palm Ave #102 West Hollywood, CA 90069	.50	.55									
3. Vonda Oldham	422 W. Forrest Shawnee, OK 74801	.50	.55									
4. Ronnie Oldham	7101 Buccaneer Trail Austin, TX 78729	.50	.55									
5. Donna Murrell	229 S. Center Shawnee, OK 74801	.50	.55									
6. Sooner Rose Prop. LLC	1 Dawson Ln. Shawnee, OK 74801	.50	.55									
7. Fiona Oldham	850 Palm Ave #102 West Hollywood, CA 90069	.50	.55									
8.												

NEOPOST
 02/04/2021
 US POSTAGE \$014.85
 ZIP 74801
 04111258871

Total Number of Pieces
Listed by SenderTotal Number of Pieces
Received at Post Office

Postmaster, Per (Name of receiving employee)

See Privacy Act Statement on Reverse



notice posted

City of Shawnee
BOX 1448
SHAWNEE, OK 74802-1448

ACTION CENTER
RETURN SERVICE REQUESTED

OKLAHOMA CITY OK 730 POST

4 FEB 2021 PM 5 L

02/04/2021

US POSTAGE



FIRST-CLASS MAIL
PRESORTED
U.S. POSTAGE PAID
SHAWNEE, OK
PERMIT NO. 368

ZIP 74801
041L11258671

Notice of Hearing Concerning

02/03/2021

VONDA OLDHAM
422 W FORREST
SHAWNEE, OK 74801

Problem Property: 422 W FORREST

NIXIE

731 DE 1

0002/09/21

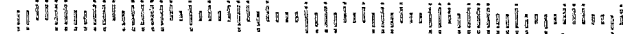
RETURN TO SENDER
VACANT
UNABLE TO FORWARD

VAC

BC: 74802144848

*1757-06847-04-39

74802144848



City of Shawnee

BOX 1448
SHAWNEE, OK 74802-1448

ACTION CENTER
RETURN SERVICE REQUESTED

OKLAHOMA CITY OK 730 POST

4 FEB 2021 PM 5 L

02/04/2021

US POSTAGE



FIRST-CLASS MAIL

\$000.51¹²

ZIP 74801
041L11258671

NSZ

Fiona Oldham
850 Palm Ave. #102
West Hollywood, Ca. 90069

NIXIE

011 FE 1

0002/10/21

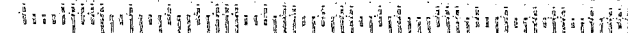
RETURN TO SENDER
NOT DELIVERABLE AS ADDRESSED
UNABLE TO FORWARD

UTF

BC: 74802144848

*1757-06847-04-39

90069-020238





Notice of Hearing Concerning Dilapidated Building(s)

02/19/2021

VONDA OLDHAM
422 W FORREST
SHAWNEE, OK 74801

Problem Property: 422 W FORREST
Legal: AP BLK 99 W40' LOTS 5 & 6

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A public hearing will be held by and before a hearing officer of said City Planning department at 222 N. Broadway at 9:30 Am. on **03/18/2021**; where testimony and any other evidence as to such building(s) and the condition thereof will be received and considered; a determination made; and order(s) issued as to whether;

1. Such Report is true;
2. The property is dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of such condition; and
3. The dilapidated building(s) shall be torn down and removed.

If the hearing officer determines that the Report is true and/or that the property is dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of the building(s), the a reasonable time period will be fixed during which you must dismantle and remove the dilapidated building(s). If you do not do so within the allotted time, the City will cause the dilapidated building(s) to be dismantled and removed, and the City Clerk of said City shall cause to be filed a lien against said property for cost and expenses of the work performed by the City and of notice(s) given in connection therewith. In addition, such costs with interest thereon shall be levied on the property and collected by the County Treasurer as are other taxes; and/or the City may pursue legal action to foreclose the lien against the property and/or to collect such cost from you personally.

YOUR FAILURE TO ATTEND THE HEARING WILL RESULT IN THE IMMEDIATE REMOVAL OF THE DILAPIDATED BUILDING(S), PURSUANT TO THE ABOVE-STATED PROCEDURE, WITHOUT FURTHER NOTICE TO YOU. IF YOU HAVE ANY QUESTIONS PLEASE CALL 405-878-1602

THE CITY OF SHAWNEE, OKLAHOMA
A MUNICIPAL CORPORATION

Warren Ingersoll
ACTION CENTER / CODE ENFORCEMENT

cc: Fiona Oldham 850 Palm Ave ^W 102
West Hollywood, Ca.
90069

Konnie Oldham 7101 Bucanear Trail
Austin, Tx. 78729

BEFORE THE ADMINISTRATIVE HEARING OFFICER FOR THE
CITY OF SHAWNEE, COUNTY OF POTTWATOMIE
STATE OF OKLAHOMA

ADMINISTRATIVE ORDER

Now, on this 18th day of March, 2021 this matter comes on for hearing at the appointed time pursuant to the Notice of Hearing Concerning Dilapidated Building(s), a copy of which is attached hereto and made a part hereof. The Code Enforcement Officer for the City of Shawnee appeared on behalf of said City and the Respondent:

/ / appeared _____

/ / represented by legal counsel or other representative. _____

/X/ failed to appear.

The Hearing Officer finds that due and proper service was made on Respondent at least ten (10) days prior to the date of this hearing. After having carefully reviewed the record and evidence herein, and having heard the evidence and testimony of the Code Enforcement Officer and the Respondent, if any, the Hearing Officer further finds that the subject building(s) is/are dilapidated and detrimental to health, safety, and welfare of the general public or the community, create(s) a fire hazard dangerous to other property, and that the subject property would be benefited by the removal of the subject building(s).

IT IS THEREFORE ORDERED that: (Address) 422 W. Farvest

1) The Respondent shall commence the:

(a) ~~/X/~~ Dismantling and removal of the building(s)

(b) / / Board and secure structure(s)

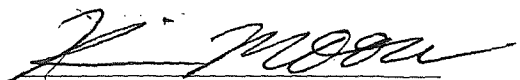
(c) / / Reset hearing date _____ / / I permit pulled void hearing date _____

2) If Respondent shall fail to perform the work within the dates fixed, the City shall cause such work to be done and the costs of such work, including all notices required in connection herewith, shall be assessed and collected in accordance with City Code Section 7-582.

3) Permits shall be obtained prior to March 28th, 2021 and shall complete such work no later than April 18th, 2021.

failed to appear
Property owner or Representative

**You have 10 days to appeal this
to the City Commission.**


Kevin Moore
Administrative Hearing Officer
City of Shawnee, Oklahoma

420 W. Forrest
422 W. Forrest
123 S. Oklahoma
102 S. Draper

Sign In Sheet

DATE 3-18-21

(PLEASE PRINT)

ADDRESS	NAME	PHONE #	MAILING ADDRESS
---------	------	---------	-----------------

420 W. Forrest	Failed to appear		
----------------	------------------	--	--

422 W. Forrest	Failed to appear		
----------------	------------------	--	--

123 S. Oklahoma	David Bealwell	550-9756	
-----------------	----------------	----------	--

102 S. Draper	Failed to appear		
---------------	------------------	--	--

HEARING DATE 3.18.21 ADDRESS 422 W Forest

OWNER PRESENT Yes/No/Who Yes

TIME MEETING STARTS 9:30

NOTES No Show

Vonda Oldham June 2018 vacant
holes in roof - windows broken -
no mortgage 2015-2021 behind taxes

Removed by April 18, 2021

ORDER _____

PERMIT OBTAINED BY _____

MEETING ADJOURNED

STRUCTURE REMOVED BY _____

Staff Report ...

Public Nuisance Administrative Hearing

PROPERTY: 422 W Forrest
Lots 5 & 6, Block 99 w40',
AP Blk

OWNER: Vonda Oldham

HEARING DATE: March 18th, 2021

CAUSE: Dilapidated Residential Building

REFERENCE: Extensive Structural Decay

PREPARED BY: Kevin Moore

CASE SUMMARY:

- This action involves a single-story 912 sqft wood framed and wood siding house which has been vacant since June 2018, according to City utility records. There are multiple holes that have developed in the roof and all of windows are broken with some of them boarded up, allowing weather elements to freely enter the house deteriorate its structural integrity. Given the size of the holes and the damage that has occurred, restoration is likely impractical.
- Building Official Report: Roof has roofing material missing and has holes in several areas and has allowed weather to enter for an extended period of time, there is also multiple windows that are broke that have plywood screw over the openings .do to the improper repair the elements have been able to enter the structure. I can see that the sheetrock has falling from the ceiling due to all of the holes in the roof and it appears someone vandalized the inside .
- Other public nuisance cases: 1) high grass and weeds 2) Dilapidated structure

- Notice mailed by Certificate of Mailing and posted upon property on or about February 5, 2021.
- There is a Mortgage.
- Taxes are not up to date :2015,2016,2017,2018,2019,2020,2021

COMMENTS:

- This building was reported by a citizen as dilapidated . Staff confirmed the roof has holes in it allowing weather to substantially enter the building unimpeded and broken windows .

CURRENT STATUS:

- There has been no change in the building's physical condition as of February 12, 2021. Given the extent of deterioration, owner must apply for a remodel permit within forty eight hours of the hearing date and have 50% of building brought up to code within six months of the hearing date or the City of Shawnee will abate the property in question and have all structure's removed.

RECOMMENDATION:

- The building is dilapidated and a violation of **ARTICLE XII. - DILAPIDATED BUILDINGS** of the City's Code of Ordinances. Specifically, it can be considered dilapidated for the following criteria:
 - 1) That, through neglect or injury, lacks necessary repairs or otherwise is in a state of decay or partial ruin to such an extent that the structure is a hazard to the health, safety or welfare of the general public.
 - 2) That is unfit for human occupancy due to the lack of necessary repairs and that is considered uninhabitable or that is a hazard to the health, safety and welfare of the general public
- The hearing officer should declare the property a dilapidation public nuisance and order it abated by demolition and removal. The abatement shall commence on or after April 18th, 2021.

Name and Address of Sender

Check type of mail or service:

- ☐ Certified
☐ COD
☐ Delivery Confirmation
☐ Express Mail
☐ Insured
- ☐ Recorded Delivery (International)
☐ Registered
☐ Return Receipt for Merchandise
☐ Signature Confirmation

Affix Stamp Here
 (If issued as a
 certificate of mailing,
 or for additional
 copies of this bill)
 Postmark and
 Date of Receipt

Article Number	Addressee (Name, Street, City, State, & ZIP Code)	Postage	Fee	Handling Charge	Actual Value if Registered	Insured Value	Due Sender if COD	DC Fee	SC Fee	SH Fee	RD Fee	RR Fee
1. Sooner Rose Properties LLC.	1 Dawson Ln. Shawnee, OK. 74804	.50	.55									
2. Donna Murrell	229 S. Center Shawnee, OK. 74801	.50	.55									
3. Fiona Oldham	850 Palm Ave #102 West Hollywood, CA 90069	.50	.55									
4. Ronnie Oldham	7101 Bucanero Trail Austin, TX. 78729	.50	.55									
5. Fiona Oldham	850 Palm Ave #102 West Hollywood, CA. 90069	.50	.55									
6. Ronnie Oldham	7101 Bucanero Trail Austin, TX. 78729	.50	.55									
7.												
8.												

NEOPOST
02/19/2021
US POSTAGE \$0005.30⁰⁰
ZIP 74801
041L11258671
FEB 19 2021
USPS 74801

Total Number of Pieces Listed by Sender: 6
 Total Number of Pieces Received at Post Office: 6
 Postmaster, P.O. Name of receiving employee: [Signature]

See Privacy Act Statement on Reverse

located in Shawnee, Pottawatomie County, Oklahoma.

It has been reported to the City of Shawnee that there exists on the following properties one or more Dilapidated Building(s), the condition of which is contrary to the laws and ordinances of said City. The condition(s) which render(s) the building(s) dilapidated or otherwise detrimental to the health, safety, or welfare of the general public or the community is/are as follows: DILAPIDATED STRUCTURE SHALL BE RAZED AND REMOVED AND LOT CLEARED OF ALL DEBRIS.

A public hearing will be held by and before a hearing officer of said City Planning department at 222 N. Broadway on Thursday March 18th 2021(at the times listed below); where testimony and any other evidence as to such building(s) and the condition thereof will be received and considered; a determination made; and order(s) issued as to whether;

1. Such report is true;
2. The property is dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of such condition; and

3. The dilapidated building(s) shall be torn down and removed.

PROPERTIES IN VIOLATION AND TIME OF HEARINGS

9:00 AM 420 W Forrest - AP SHAWNEE BLK. 99 E100' LOTS 5 & 6 - Lester Stapp, Fiona Oldham & Ronnie Oldham

9:30 AM 422 W Forrest - AP SHAWNEE BLK. 99 W40' LOTS 5 & 6 - Vonda Oldham, Ronnie Oldham & Midfirst Bank Shawnee North Office

10:00 AM 223 S Oklahoma - SEMINOLE BLK 3 LOTS 28 & 29 (223 & 225 S Oklahoma) - Donna Murrell

10:30 AM 202 S Draper - GOLDON HILL BLK 2 LOTS 1 THRU 4 - Sooner Rose Properties LLC

If the hearing officer determines that the Report is true and/or that the properties are dilapidated and has become detrimental to the health, safety or welfare of the general public or the community, or creates a fire hazard dangerous to other property or that the property would be benefited by removal of the building(s), the a reasonable time period will be fixed during which you must dismantle and remove the dilapidated building(s). If you do not do so within the allotted time, the City will cause the dilapidated building(s) to be dismantled and removed, and the City Clerk of said City shall cause to be filed a lien against said property for cost and expenses of the work performed by the City and of notice(s) given in connection therewith. In addition, such costs with interest thereon shall be levied on the property and collected by the County Treasurer as are other taxes; and/or the City may pursue legal action to foreclose the lien against the property and/or to collect such cost from you personally.

YOUR FAILURE TO ATTEND THE HEARING WILL RESULT IN THE IMMEDIATE REMOVAL OF THE DILAPIDATED BUILDING(S), PURSUANT TO THE ABOVE-STATED PROCEDURE, WITHOUT FURTHER NOTICE TO YOU. IF YOU HAVE ANY QUESTIONS PLEASE CALL 405-878-1602

THE CITY OF SHAWNEE, OKLAHOMA
A MUNICIPAL CORPORATION

AFFIDAVIT OF PUBLICATION

STATE OF OKLAHOMA
COUNTY OF POTTAWATOMIE

ss.

Renee' Wortham, of lawful age, being duly sworn and authorized, says that she is publisher of The County Democrat, weekly newspaper printed in Shawnee, Pottawatomie County, Oklahoma a newspaper qualified to publish legal notices, advertisements and publications as provided in Section 106 of Title 25, Oklahoma Statutes 1971 as amended, and complies with all other requirements of the laws of Oklahoma with reference to legal publications.

That said notice, a true a copy of which is attached hereto, was published in the regular edition of said newspaper during the period and time of publication and not in a supplement, on the following dates:

February 19, 2021

Publishing Fee \$ 81.25

/s/ Renee' Wortham

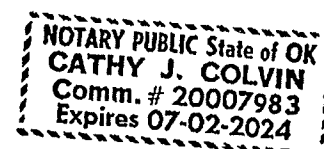
Subscribed and sworn to before me this 19th

day of February, 20 21

/s/ Cathy J. Colvin

Notary Public

My commission expires: 07/02/24





notice posted

RELEASE OF MORTGAGE

In consideration of the full Payment, by lapse of time and otherwise, of the debt therein named,

The undersigned does hereby release those Mortgages made by Vonda Oldham unto the City of Shawnee, Oklahoma, an Oklahoma Municipal Corporation, which Original Mortgage is dated June 12, 2003 filed June 13, 2003, pages 1 thru 4 and recorded in Rece# 2003-00008175 and Modified Mortgage dated August 7, 2003, filed August 15, 2003 pages 1 thru 2 and recorded in Rece# 2003-00011792 of the Records of Pottawatomie County, State of Oklahoma, covering the following described property in said County, to-wit:

422 W. Forrest

The West Forty (40) feet of Lots Five (5) and Six (6), Block Ninety Nine (99), of the AMENDED PLAT to the City of Shawnee, Oklahoma according to the recorded plat thereof.

Dated this 12 day of June, 2008.

SHAWNEE URBAN RENEWAL AUTHORITY,
(SURA), A Municipal Agency of the
City of Shawnee, Oklahoma,

By: Ron Henderson
Ron Henderson, Chairman

ATTEST:

Mike Lodes
Mike Lodes, Secretary



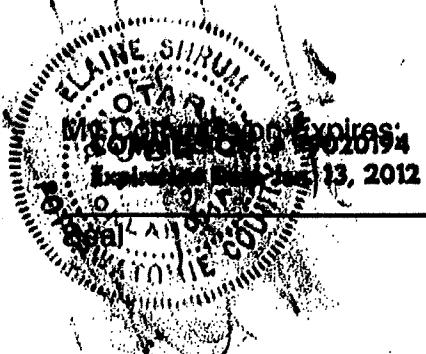
STATE OF OKLAHOMA)

) SS

COUNTY OF POTTAWATOMIE)

The foregoing instrument was acknowledged before me this 12 day of June, 2008 by Ron Henderson as Chairman of the Shawnee Urban Renewal Authority, (SURA), A Municipal Agency of the City of Shawnee, Oklahoma.

Elaine Shrum
Notary Public



SHAWNEE URBAN RENEWAL AUTHORITY
CITY OF SHAWNEE
23 E. 9TH STREET
SUITE #319
SHAWNEE, OK 74801

Return to:

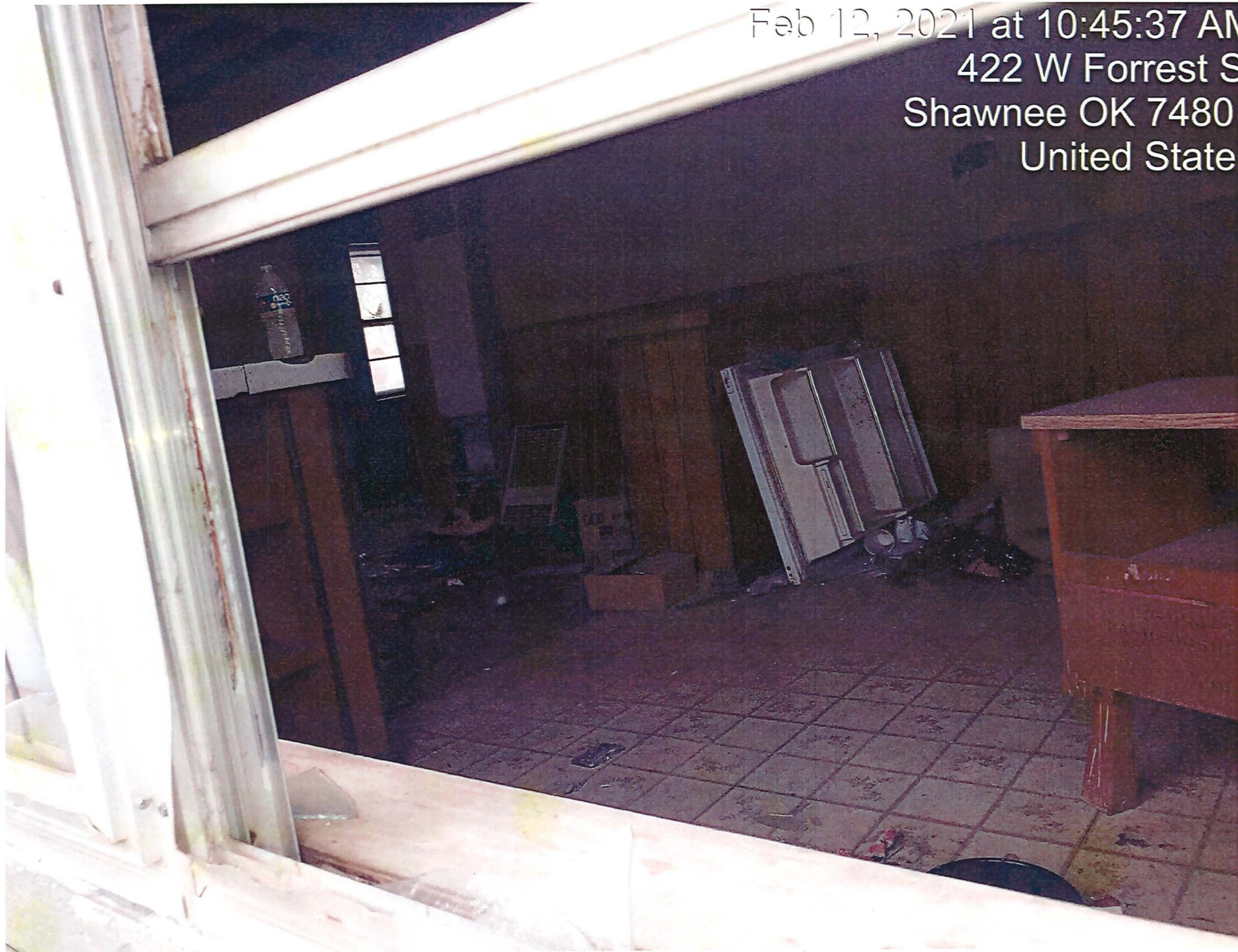
Feb 12, 2021 at 10:44:29 AM
423 W Forrest S
Shawnee OK 74801
United States



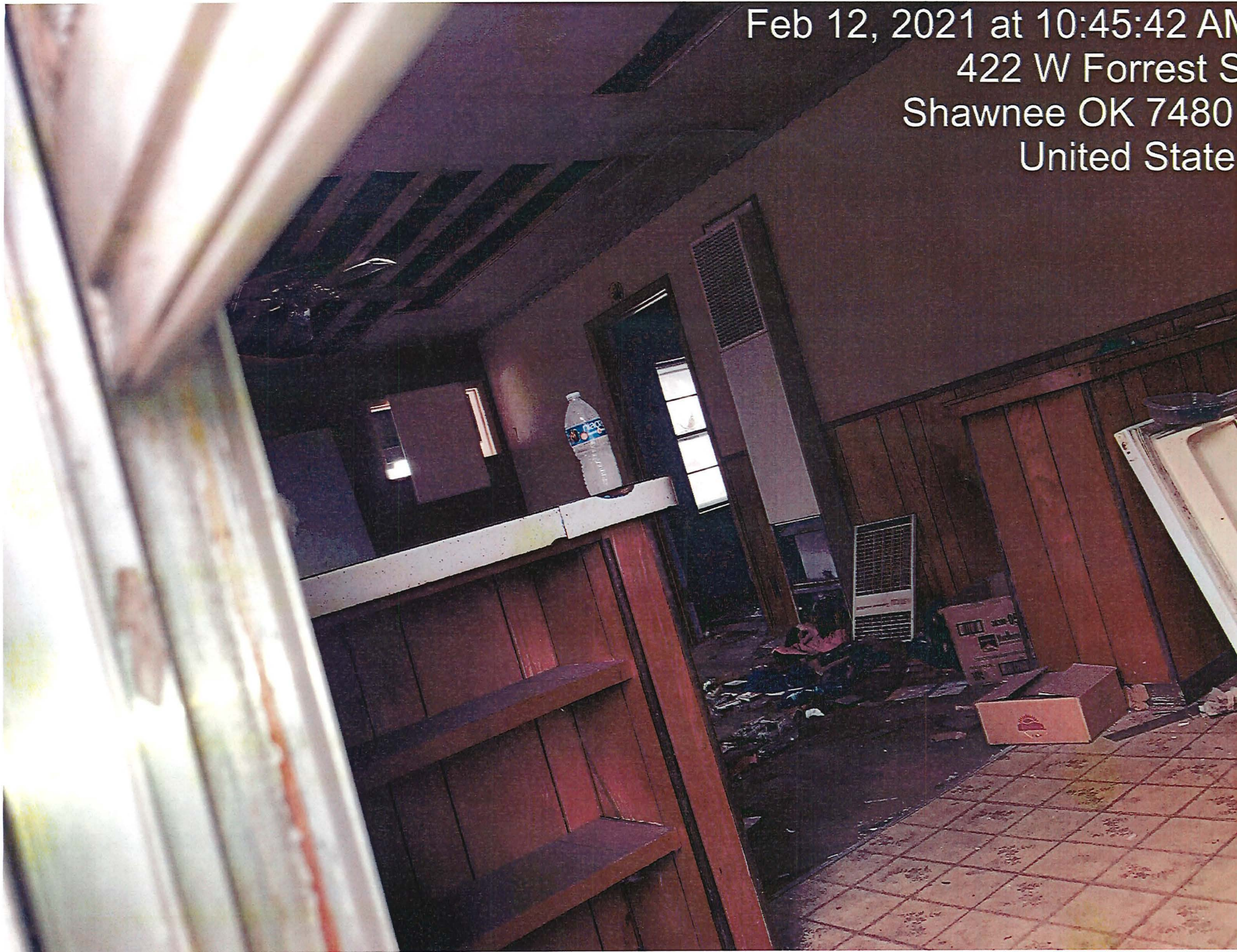
Feb 12, 2021 at 10:45:18 AM
422 W Forrest S
Shawnee OK 7480
United States



Feb 12, 2021 at 10:45:37 AM
422 W Forrest S
Shawnee OK 74801
United States



Feb 12, 2021 at 10:45:42 AM
422 W Forrest S
Shawnee OK 7480
United State



Feb 12, 2021 at 10:45:47 AM
422 W Forrest S
Shawnee OK 74801
United States



Regular Board of Commissioners

10.

Meeting Date: 04/19/2021

Final Plat

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration of a Final Plat for Shawnee Retail Development, a 4.26-acre tract, located approximately 250 feet northwest of the intersection of Shawnee Mall Drive and North Harrison Avenue. Case No. PL06-21, Applicant: STP Solutions, Inc. on behalf of Shiv Properties, LLC.

Attachments

Staff Report

RECOMMENDATION TO:

MAYOR
BOARD OF CITY COMMISSIONERS
CITY OF SHAWNEE

RECOMMENDATION FROM:

CITY OF SHAWNEE
PLANNING COMMISSION

SUBJECT:

APPLICANT: STP Solutions, Inc. on behalf of Shiv
Properties, LLC

FOR: Shawnee Retail Final Plat

LOCATION: 4.26-acre tract located approximately 250 feet
northwest of the intersection of Shawnee Mall
Drive and Harrison Avenue

LEGAL DESCRIPTION:

A PART OF THE NE/4 SECTION 31, TOWNSHIP 11 NORTH, RANGE 4 EAST OF THE
INDIAN MERIDIAN, CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA.

CURRENT CLASSIFICATION: C-3 (Highway Commercial District)

REQUESTED CLASSIFICATION: ---

PROPOSED PROPERTY USE: Commercial

PLANNING COMMISSION RECOMMENDATION: April 7th, 2021

REQUEST APPROVED: ☒

REQUEST DENIED: ☐

OTHER RECOMMENDATION: ☐

VOTE OF THE PLANNING COMMISSION: MEMBERS PRESENT 6

MEMBERS:	1ST	2ND	AYE	NAY	ABSTAIN	COMMENTS
WALKER			X			
LOFTIS-WALTON(VC)	X		X			
DEEM (CHAIR)			X			
ENGLES		X	X			
ROWELL						
LESTER			X			
JOHNSON			X			

RESPECTFULLY SUBMITTED,

Rebecca Blaine

PLANNING DIRECTOR

ACTION BY CITY COMMISSION:

PUBLIC HEARING SET: _____

DATE OF ACTION: _____

ADOPTED _____ DENIED _____

ORDINANCE NO. _____

City of Shawnee, OK Planning Department 222. N. Broadway Shawnee, OK 74801 (405) 878-1616 Fax: (405) 878-1587 www.ShawneeOK.org		CASE #PL06-21 <i>Shawnee Retail Final Plat</i> MEETING DATE: <i>April 7th, 2021</i> CITY COMMISSION DATE: <i>April 19th, 2021</i>
APPLICANT: STP Solutions, Inc.	7006 NW 63rd Bethany, OK 73008	terry@stp-solutions.com
PROPERTY ADDRESS/LOCATION: northwest of the intersection of Shawnee Mall Drive and Harrison Avenue		
The applicant, STP Solutions, Inc., requests final plat approval for Shawnee Retail Development, a 4.26-acre property.		

STAFF RECOMMENDATION

EXISTING ZONING: C-3	EXISTING LAND USE: Vacant	SURROUNDING ZONING & LAND USE: C-3 (Commercial Highway District)	LOTS: 2	PROPERTY SIZE: 4.26-acres
-------------------------	---------------------------------	---	------------	------------------------------

Planning Department has received the following feedback from the following agencies:

Engineering:

Engineering has approved of the submitted final plat.

Shawnee Municipal Authority:

SMA has approved of the submitted final plat.

Fire Department:

Fire has approved of the submitted final plat.

The subject request is in conformance with the City Zoning Code and Subdivision Code; therefore, Staff hereby recommends approval of the submitted final plat.

APPROVE

APPROVE WITH CONDITIONS

DENY

**ATTACHMENTS:
(CIRCLE)**

SUBMITTED PLANS

**PUBLIC HEARING
PETITION/
APPLICATION
FORM**

LEGAL NOTICE

LEGAL DESCRIPTION

PUBLIC COMMENTS

AGENCY COMMENTS

RESPONSE TO STANDARDS

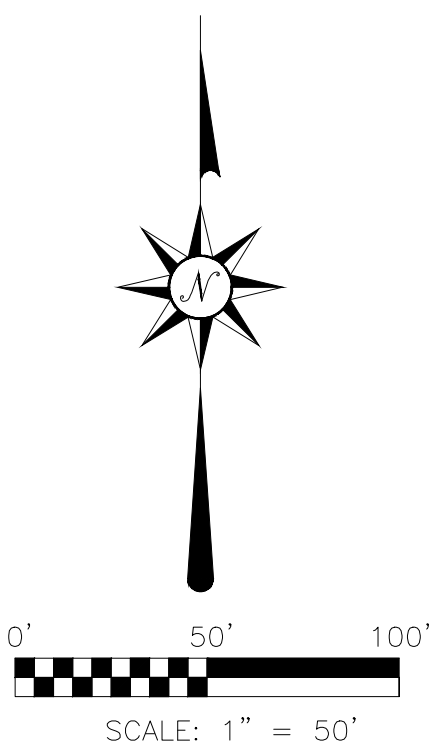


SHIV PROPERTIES, LLC
NILESH PATEL
6635 W. HAPPY VALLEY ROAD
SUITE A104-624
GLENDALE, ARIZONA 85310
PHONE: 858-442-2495

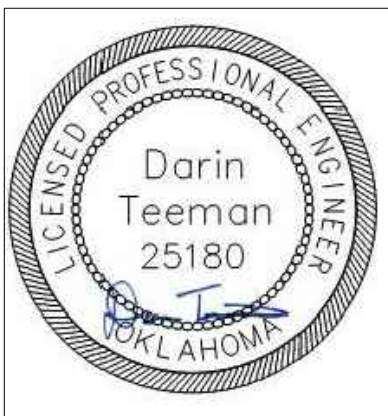
Beginning at the southeast corner of said NE¼ of Section 31, Township 11 North, Range 4 East of the Indian Meridian, Pottawatomie county, state of Oklahoma;
thence North 00°40'04" east, along the east line of said quarter section, a distance of 864.10 feet;
thence South 89°56'01" West a distance of 71.29 feet;
thence South 05°35'22" West a distance of 9.40 feet to the True Point of Beginning, said point being on the west right-of-way line of state highway no. 18;
thence South 88°30'36" West a distance of 133.40 feet;
thence on a curve to the right having a radius of 1.60 feet, (a chord bearing North 46°43'37" West, chord length of 2.25 feet) an arc distance of 2.50 feet;
thence North 00°40'00" West a distance of 117.40 feet;
thence South 89°52'00" West a distance of 374.31 feet;
thence South 00°17'50" East a distance of 491.25 feet to a point on the north right-of-way line of Interstate Highway no. 40;
thence North 70°19'54" East along said north right-of-way line a distance of 81.59 feet;
thence on a curve to the right having a radius of 1582.39 feet, (a chord length of 415.02 feet) along said north right-of-way line a distance of 416.23 feet, to a point on the west right-of-way line of State Highway no. 18;
thence North 05°35'22" East along said west right-of-way line a distance of 263.20 feet to the True Point of Beginning.

1. This survey meets the Oklahoma Minimum Standards for Practice of Land Surveyors as adopted by the Oklahoma State Board of Registration for Professional Engineers and Land Surveyors; and that said Final Plat complies with the requirements of Title 11 Section 41-108 of the Oklahoma State Statutes.
2. A six foot wide (6') sidewalk will be required along Harrison Street and along Shawnee Mall Road.
3. All streets are private.
4. All public utilities (water and sanitary sewer) must be installed and accepted by the City prior to issuing any building permits.

● DENOTES SET IRON ROD / MAG NAIL
○ DENOTES FOUND IRON ROD / MAG NAIL
(R) - RECORDED BEARINGS / DISTANCES
(M) - MEASURED BEARINGS / DISTANCES



Mayor, City of Shawnee, Oklahoma

[illegible]



FINAL PLAT APPLICATION

Planning Department

222 N. Broadway
Shawnee, OK 74801
(405) 878-1616 Fax (405) 878-
1587 www.ShawneeOK.org

For Office Use Only

Case Number: _____
Project Number: 20210205
Date Filed: 3-9-2021
Amount Paid: 229.00 OK 001752
Receipt No.: 178

Please provide a submittal letter, 6-24 X 36 maps, 1-8 1/2 x 14 map, 1 electronic map and filing fees upon submitting this application. Please call (405) 878-1616 with any questions.

APPLICANT STP SOLUTIONS, INC.
APPLICANT ADDRESS 7006 NW 63RD ST., BETHANY OK 73008
APPLICANT PHONE NUMBERS 405-210-3169
EMAIL ADDRESS TERRY@STP-SOLUTIONS.COM
NAME OF PLAT SHAWNEE RETAIL DEVELOPMENT
LOCATION HARRISON ST. & SHAWNEE MALL ROAD
NUMBER OF ACRES 4.26 NUMBER OF LOTS 2

FOR 2 ACRE LOTS OR GREATER DEVELOPMENTS: FEE: \$225.00

PLUS \$3.00 PER LOT UP TO FIFTY (50) LOTS - NUMBER OF LOTS _____

PLUS \$1.00 PER LOT OVER FIFTY (50) LOTS - NUMBER OF LOTS _____

TOTAL COST _____

FOR LESS THAN 2 ACRE LOTS: FEE: \$225.00

PLUS \$2.00 PER LOT UP TO FIFTY (50) LOTS - NUMBER OF LOTS 2 4.00

PLUS \$1.00 PER LOT OVER FIFTY (50) LOTS - NUMBER OF LOTS _____

TOTAL COST \$229.00

OWNER/DEVELOPER INFORMATION:

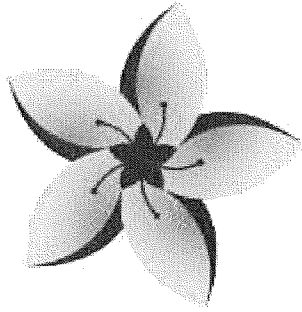
NAME SHIV PROPERTIES LLC
ADDRESS 6335 W. HAPPY VALLEY ROAD SUITE A104-624
CONTACT NUMBERS GLENDAL, AZ. 85310
EMAIL ADDRESS NILESH PATEL 958-442-2495
NILESH@SDMEVIEWPROPERTIES.COM

PROJECT ENGINEER INFORMATION:

NAME STP SOLUTION, INC.
ADDRESS 7006 NW 63RD ST. BETHANY OK 73008
CONTACT NUMBERS 405-210-3169
EMAIL ADDRESS TERRY@STP-SOLUTIONS, INC.

**APPLICATION, SITE PLAN, CONSTRUCTION DOCUMENTS, PAYMENT, ETC... MUST BE RECEIVED 30 DAYS
PRIOR TO MEETING**

City of Shawnee



OKLAHOMA

Permit #: 20210205

Address: 4900 N HARRISON AVE

City: SHAWNEE

State: OK

Zip: 74804

Receipt #: 178

Date: 03/09/2021

Paid By: SHIV PROPERTIRES LLC

Description:

Payment Type: Check

Payment Type Description: 001752

Accepted By: Sandi Rehagen

Fees Paid

Fee Name	Description	Factor	Total Fee Amount	Amount Paid
Lot Split Application	Enter number of splits	2.00	229.00	229.00
			Total:	\$229.00

Regular Board of Commissioners

11.

Meeting Date: 04/19/2021

Final Plat

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration of a Final Plat for Cardinal Point Addition – Phase I, a 12.08-acre tract, located approximately 1,150 feet east of North Union Avenue located on the north side of East 45th Street. Case No. PL07-21, Applicant: Cardinal Point Development, LLC.

Attachments

Staff Report

RECOMMENDATION TO:

MAYOR
BOARD OF CITY COMMISSIONERS
CITY OF SHAWNEE

RECOMMENDATION FROM:

CITY OF SHAWNEE
PLANNING COMMISSION

SUBJECT:

APPLICANT: Cardinal Point Development, LLC

FOR: Cardinal Point Final Plat

LOCATION: 12.08-acre tract located approximately 1,150 feet east of Union Avenue located on the north side of East 45th Street

LEGAL DESCRIPTION:

A PART OF THE SE/4 SECTION 31, TOWNSHP 11 NORTH, RANGE 4 EAST OF THE INDIAN MERIDIAN, CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA.

CURRENT CLASSIFICATION: C-3 (Highway Commercial District)

REQUESTED CLASSIFICATION: ---

PROPOSED PROPERTY USE: Single-Family Residential

PLANNING COMMISSION RECOMMENDATION: April 7th, 2021

REQUEST APPROVED: ☐

REQUEST DENIED: ☐

OTHER RECOMMENDATION: **X -Approval with Conditions (see two (2) conditions below)**

The following conditions, modifications and corrects of the Final Plat must be satisfied before final approval:

1. Determine total number of Blocks necessary to be complaint with the City's subdivision regulations Section 40.2.5(B).
2. Indicate on the Final Plat the locations of the Blocks in the chosen alphanumeric format.

According to the Shawnee Subdivision Regulations 40.2.5(B):

"B. Blocks for residential use shall not be longer than five hundred (500) feet measured along the centerline of the block."

VOTE OF THE PLANNING COMMISSION: MEMBERS PRESENT 6

MEMBERS:	1ST	2ND	AYE	NAY	ABSTAIN	COMMENTS
WALKER			X			
LOFTIS-WALTON(VC)		X	X			
DEEM (CHAIR)			X			

ENGLES	X		X			
ROWELL						
LESTER			X			
JOHNSON			X			

RESPECTFULLY SUBMITTED,

Rebecca Blaine

PLANNING DIRECTOR

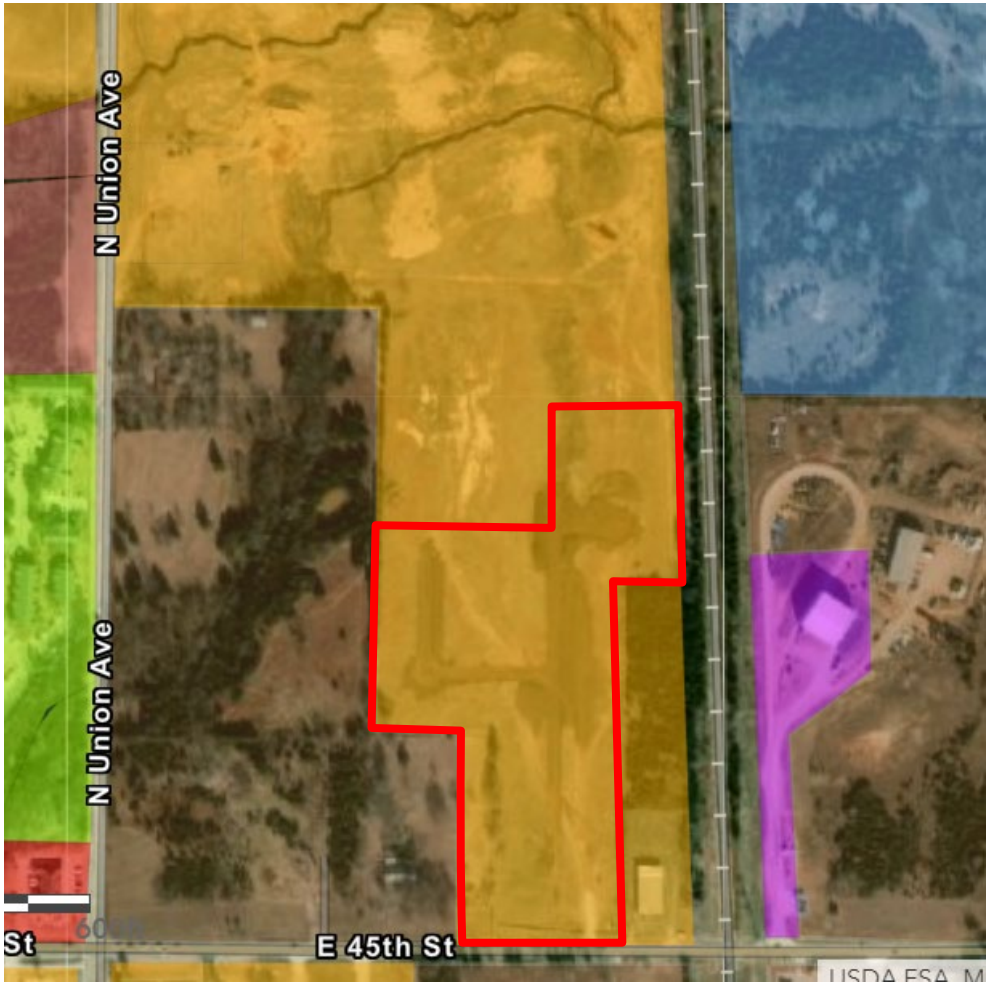
ACTION BY CITY COMMISSION:

PUBLIC HEARING SET: _____

DATE OF ACTION: _____

ADOPTED _____ DENIED _____

ORDINANCE NO. _____

City of Shawnee, OK Planning Department 222. N. Broadway Shawnee, OK 74801 (405) 878-1616 Fax: (405) 878-1587 www.ShawneeOK.org		CASE #PL07-21 <i>Cardinal Point Addition – Phase 1 -- Final Plat</i> MEETING DATE: <i>April 7th, 2021</i> CITY COMMISSION DATE: <i>April 19th, 2021</i>
APPLICANT: Cardinal Point Development, LLC 903 E. 35th Street, Shawnee Ok, 74804 bryanflittle@gmail.com		
PROPERTY ADDRESS/LOCATION: 1,150 feet east of Union Avenue located on the north side of East 45th Street		
The applicant, Cardinal Point Development, LLC, requests final plat approval for Cardinal Point Addition – Phase 1, a 12.08-acre property.		

STAFF RECOMMENDATION

EXISTING ZONING: C-3	EXISTING LAND USE: Vacant	SURROUNDING ZONING & LAND USE: A-1 (Agricultural District) C-5 (General Commerical District) R-3 (Multi-Family Residential) C-3 Commercial Highway District)	LOTS: 2	PROPERTY SIZE: 4.26-acres
-------------------------	---------------------------------	--	------------	------------------------------

According to the Shawnee Subdivision Regulations 40.2.5(B):

"B. Blocks for residential use shall not be longer than five hundred (500) feet measured along the centerline of the block."

The submitted final plat indicates forty-three (43) Lots without reference to Blocks.

The following conditions must be addressed prior to approval from the Planning Department:

- Determine total number of Blocks necessary to be complaint with the City's subdivision regulations Section 40.2.5(B).
- Indicate on the Final Plat the locations of the Blocks in the chosen alphanumeric format.

Planning Department has received the following feedback from the following agencies:

Engineering:

Engineering has approved of the submitted final plat.

Shawnee Municipal Authority:

SMA has approved of the submitted final plat.

Fire Department:

Fire has approved of the submitted final plat.

The subject request is **not** in conformance with the City Zoning Code and Subdivision Code; therefore, Staff hereby recommends **conditional** approval of the submitted final plat.

APPROVE	APPROVE WITH CONDITIONS	DENY
ATTACHMENTS: (CIRCLE)	SUBMITTED PLANS	PUBLIC HEARING PETITION/ APPLICATION FORM
		LEGAL NOTICE
		LEGAL DESCRIPTION
PUBLIC COMMENTS	AGENCY COMMENTS	RESPONSE TO STANDARDS



FINAL PLAT APPLICATION

Planning Department

222 N. Broadway
Shawnee, OK 74801
(405) 878-1616 Fax (405) 878-
1587 www.ShawneeOK.org

For Office Use Only

Case Number: _____
Project Number : _____
Date Filed: _____
Amount Paid : _____
Receipt No.: _____

Please provide a submittal letter, 6-24 X 36 maps, 1-8 1/2 x 14 map, 1 electronic map and filing fees upon submitting this application. Please call (405) 878-1616 with any questions.

APPLICANT _____

APPLICANT ADDRESS _____

APPLICANT PHONE NUMBERS _____

EMAIL ADDRESS _____

NAME OF PLAT _____

LOCATION _____

NUMBER OF ACRES _____ NUMBER OF LOTS _____

FOR 2 ACRE LOTS OR GREATER DEVELOPMENTS: FEE: \$225.00

PLUS **\$3.00** PER LOT UP TO FIFTY (50) LOTS - NUMBER OF LOTS _____

PLUS **\$1.00** PER LOT OVER FIFTY (50) LOTS - NUMBER OF LOTS _____

TOTAL COST _____

FOR LESS THAN 2 ACRE LOTS: FEE: \$225.00

PLUS **\$2.00** PER LOT UP TO FIFTY (50) LOTS - NUMBER OF LOTS _____

PLUS **\$1.00** PER LOT OVER FIFTY (50) LOTS - NUMBER OF LOTS _____

TOTAL COST _____

OWNER/DEVELOPER INFORMATION:

NAME _____

ADDRESS _____

CONTACT NUMBERS _____

EMAIL ADDRESS _____

PROJECT ENGINEER INFORMATION:

NAME _____

ADDRESS _____

CONTACT NUMBERS _____

EMAIL ADDRESS _____

**APPLICATION, SITE PLAN, CONSTRUCTION DOCUMENTS, PAYMENT, ETC... MUST BE RECEIVED 30 DAYS
PRIOR TO MEETING**

KNOW ALL MEN BY THESE PRESENTS:
That Cardinal Point Development, LLC, does hereby certify that they are the owners of and the only persons, firms, or corporation having any right, title or interest in and to the land shown on the annexed plat, and that they have caused the same to be surveyed and plotted, and that they hereby dedicate all the streets and easements shown hereon to the public, for the purposes of streets, utilities and drainage, for their heirs, executors, administrators, successors and assign forever, and have caused the same to be released from all encumbrances so that the title is clear, except as shown in the abstractor's certificate. In Witness Whereof, the undersigned have caused this instrument to be executed this _____ day of _____, 20____. Covenants, reservations and restrictions for this addition are contained in a separate instrument.

Rick Landes
Managing Partner

Bryan Little
Managing Partner

STATE OF OKLAHOMA }
COUNTY OF POTTAWATOMIE } SS:
The foregoing instrument was acknowledged before me this _____ day of _____, 20____.

My Commission Expires: _____

Notary Public

LAND SURVEYOR'S CERTIFICATE

I, Chris D'Amico, Professional Land Surveyor, do hereby certify that the annexed plat of Cardinal Point Addition, Phase 1, an addition to the City of Shawnee, Pottawatomie County, Oklahoma, correctly represents a careful survey made under my supervision and any monuments shown thereon actually exist and their respective positions are correctly shown. I further certify that this plat complies with the requirements of Senate Bill No. 377, Section 518, as amended.

Chris D'Amico, L.S. 1945

STATE OF OKLAHOMA }
COUNTY OF POTTAWATOMIE } SS:
The foregoing instrument was acknowledged before me this _____ day of _____, 20____.

My Commission Expires: _____

Notary Public

BONDED ABSTRACTOR'S CERTIFICATE

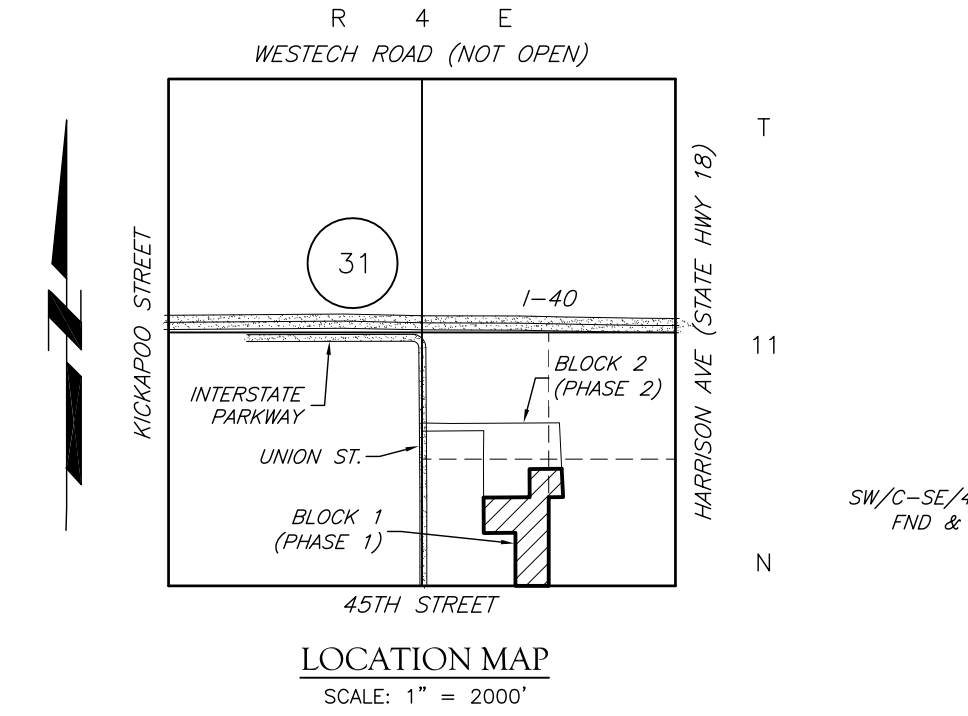
The undersigned, a duly qualified abstractor in and for Pottawatomie County, State of Oklahoma, hereby certifies that according to the records of said County, title to the land included in the annexed plat of Cardinal Point Addition, Phase 1, an Addition to the City of Shawnee, Pottawatomie County, Oklahoma, appears to be vested in Cardinal Point Development, LLC. All lands described and referred to are unencumbered by pending actions, judgments, liens, mortgages, taxes and other encumbrances, EXCEPT oil, gas and other mineral leases and interests which have been previously conveyed and easements and general mortgages of record.

EXECUTED at City of Shawnee, Pottawatomie County, State of Oklahoma, on this ____ day of _____, 20____.

ATTEST: _____
First American Title and Trust

By: _____ Asst. Secretary

By: _____ Vice-President



OWNER'S SEAL

OWNER'S SEAL

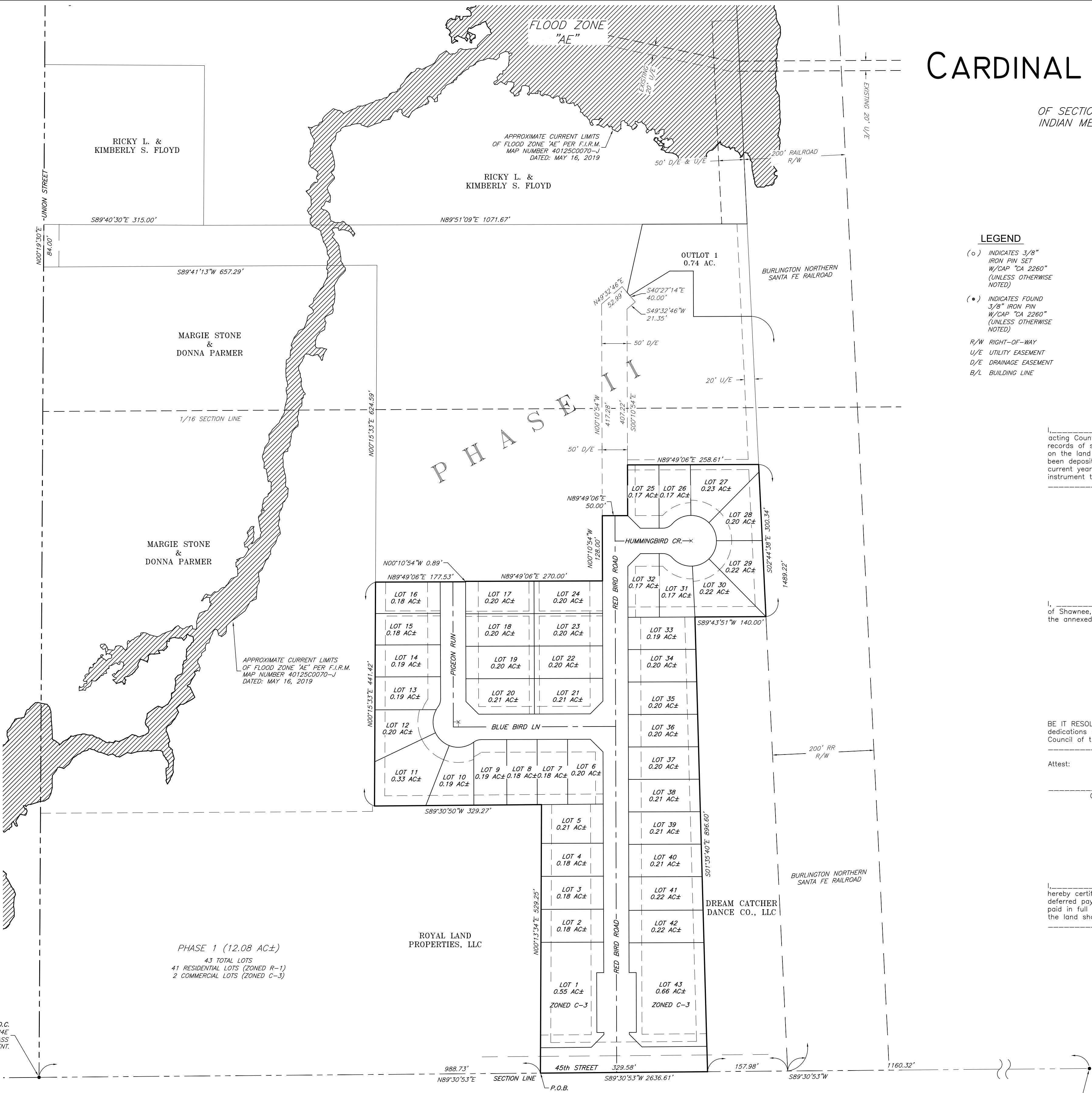
LAND SURVEYOR'S SEAL

SURVEYOR'S SEAL

BONDED ABSTRACTOR'S SEAL

COUNTY TREASURER'S SEAL

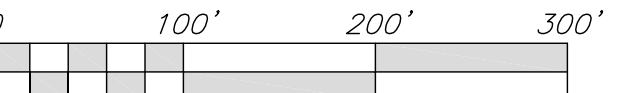
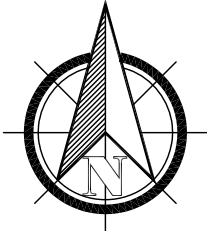
CITY CORPORATE SEAL



FINAL PLAT

CARDINAL POINT ADDITION-PHASE I

A SUBDIVISION OF A PART OF THE SE/4
OF SECTION 31, TOWNSHIP 11 NORTH, RANGE 4 EAST OF THE
INDIAN MERIDIAN, SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA



SCALE: 1"=100'

BASIS OF BEARING OF N89°30'53"E ALONG THE SOUTH LINE OF
THE SE/4 OF SECTION 31, T11N-R4E, 1/4, BASED ON
OKLAHOMA SOUTH STATE PLANE COORDINATE SYSTEM.

LEGEND

- (o) INDICATES 3/8" IRON PIN SET W/CAP "CA 2260" (UNLESS OTHERWISE NOTED)
- (*) INDICATES FOUND 3/8" IRON PIN W/CAP "CA 2260" (UNLESS OTHERWISE NOTED)
- R/W RIGHT-OF-WAY
- U/E UTILITY EASEMENT
- D/E DRAINAGE EASEMENT
- B/L BUILDING LINE

COUNTY TREASURER'S CERTIFICATE
I, _____, do hereby certify that I am the duly elected, qualified and acting County Treasurer of Pottawatomie County, State of Oklahoma, that the tax records of said County show all taxes are paid for the year 20____, and prior years on the land shown on the annexed plat, that the required statutory security has been deposited in the office of the County Treasurer, guaranteeing payment of the current years taxes. IN WITNESS WHEREOF, said County Treasurer has caused this instrument to be executed at the City of Shawnee, Oklahoma, this _____ day of _____, 20____.

County Treasurer

CITY PLANNING COMMISSION APPROVAL
I, _____, Chairman of the City Planning Commission for the City of Shawnee, State of Oklahoma, hereby certify that the said commission duly approved the annexed plat on the _____ day of _____, 20____.

CHAIRMAN

ACCEPTANCE OF DEDICATION OF CITY COMMISSION
BE IT RESOLVED by the Council of the City of Shawnee, Oklahoma, that the dedications shown on the annexed plat are hereby accepted. Adopted by the Council of the City of Shawnee, Oklahoma, this _____ day of _____, 20____.

Attest: _____ City of Shawnee, Oklahoma

City Clerk

Mayor

CERTIFICATE OF CITY CLERK
I, _____, City Clerk of the City of Shawnee, State of Oklahoma, hereby certify that I have examined the records of said City and find that all deferred payments or unmatured installments upon special assessments have been paid in full and that there is no special assessment procedure now pending against the land shown on the annexed plat on this _____ day of _____, 20____.

City Clerk

FLOOD STATEMENT

CARDINAL POINT ADDITION, PHASE 1, IS LOCATED IN FLOOD ZONE "X" (AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN) PER F.I.R.M. POTTAWATOMIE COUNTY, OKLAHOMA AND INCORPORATED AREAS, PANEL 70 OF 556, MAP NUMBER 40125C0070-4, MAP REVISED 5-16-2018.

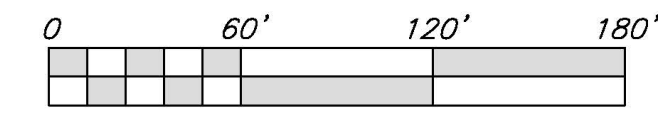
THIS PLAT OF SURVEY MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS.

IF THE SURVEYOR'S SEAL IMPRESSION IS NOT RED COLORED, THE PLAT IS A COPY.

LANDES ENGINEERING L.L.C. & ASSOCIATES www.landesengineering.net 903 EAST 35TH STREET SHAWNEE, OKLAHOMA 74804 (405) 275-5388 CA #2260 EXP. 6-30-21		Cardinal Point Addition, Phase 1 SHAWNEE, OKLAHOMA	
DATE: 02/05/2021	REV: 03/12/2021	DRAWN BY: ml	SHEET NUMBER: 1 of 2
		CHECKED: CD	

CARDINAL POINT ADDITION-PHASE I

FINAL PLAT



LEGEND

R/W RIGHT-OF-WAY
U/E UTILITY EASEMENT
D/E DRAINAGE EASEMENT
B/L BUILDING LINE

90° (10' OFFSET)
CUL-DE-SAC DETAIL
(NOT TO SCALE)

[illegible]

A TRACT OF LAND LOCATED IN THE SOUTHEAST QUARTER (SE¼A) OF SECTION TWENTY (31), TOWNSHIP ELEVEN NORTH (11N), RANGE FOUR EAST (R4E) OF THE INDIAN MERIDIAN, SHAWNEE, POTOMATOKE COUNTY, OKLAHOMA AND PART OF THE BASIN OF THE SOUTH FORK OF THE RIVER, BEING MORE PARTICULARLY DESCRIBED BY CHRIS D'AMICO (PLS 1945) AS:

COMMENCING AT THE SOUTHWEST CORNER (SW/C) OF SAID "A" SECTION NB8°30'57"W ALONG THE SOUTH LINE OF SAID "A" SECTION A DISTANCE OF 146.00 FEET TO THE POINT OF BEGINNING; THENCE N00°17'38"E A DISTANCE 529.25 FEET; THENCE NB8°30'57"W A DISTANCE OF 329.27 FEET; THENCE N00°15'33"E A DISTANCE OF 441.42 FEET; THENCE NB8°49'06"E A DISTANCE OF 77.53 FEET; THENCE NADW°04'54"W A DISTANCE OF 0.81 FEET; THENCE NB8°49'06"E A DISTANCE OF 196.00 FEET; THENCE N00°15'33"E A DISTANCE OF 100.00 FEET; THENCE NB8°49'06"E A DISTANCE OF 50.00 FEET; THENCE N00°15'34"W A DISTANCE OF 100.00 FEET; THENCE N00°15'33"E A DISTANCE OF 100.00 FEET; THENCE N00°15'33"E A DISTANCE OF 100.00 FEET; THENCE N00°15'33"E A DISTANCE OF 100.00 FEET; RAILWAY COMPANY RIGHT-OF-WAY; THENCE S02°44'38"E ALONG SAID RIGHT OF WAY LINE A DISTANCE OF 300.34 FEET; THENCE SB8°43'51"W A DISTANCE OF 140.00 FEET; THENCE N00°15'34"E A DISTANCE OF 896.60 FEET TO A POINT OF CONVEYANCE; THENCE S02°44'38"E ALONG SAID RIGHT OF WAY LINE A DISTANCE OF 329.58 FEET TO THE POINT OF BEGINNING, CONTAINING 12.08 ACRES, MORE OR LESS.

DWG FILE: P:\ENGINEERING\2019\ENG 310-19 CARDINAL POINT\CARDINAL SOUTH SITE DESIGN\FINAL PLAT.DWG

Cardinal Point Addition, Phase 1 <i>SHAWNEE, OKLAHOMA</i>	
DRAWN BY: ml	SHEET NUMBER: 2 of 2

CHECKED	CD	2 of 2
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SURVEY NOTES:

1) NO RESEARCH WAS DONE AND NO DOCUMENTATION WAS PROVIDED BY THE CLIENT TO DISCOVER IF ADDITIONAL RIGHT OF WAY WAS PURCHASED FROM THIS PARCEL OF LAND.

2) A TITLE COMMITMENT, INDICATING APPLICABLE EASEMENTS, HAS NOT BEEN PROVIDED. THEREFORE ALL EASEMENTS MAY NOT BE SHOWN HEREIN.

3) BASIS OF BEARING OF N89°30'53"E ALONG THE SOUTH LINE OF THE SE/4 OF SECTION 3, T11N-R4E, 1M. BASED ON OKLAHOMA SOUTH STATE PLANE COORDINATE SYSTEM.

4) THIS SECTION WAS SURVEYED BY THE GLO IN 1875 USING THE 3 MILE METHOD. IN 1973 THE POTTAWATOMIE COUNTY SURVEYOR, ROY ENGLISH, PERFORMED A SURVEY IN THIS SECTION TO CORRECT THE INTERIOR QUARTER AND SIXTEEN LINES. THE COUNTY SURVEYOR USED THE STANDARD SECTION METHOD INSTEAD OF USING THE 3 MILE METHOD. THE WEST 1/4 OF THE SE/4 HAS BEEN CALCULATED ON A STRAIGHT LINE BETWEEN EXISTING MONUMENTAL CORNERS. THE SURVEYOR HAS NOT BEEN ABLE TO LOCATE THE SOUTHWEST CORNER OF S/4 SE/4 TO PRESERVE THE HARMONY BETWEEN EXISTING DEEDS.

5) AN AGREEMENT BETWEEN EXISTING LAND OWNERS HAS BEEN SIGNED & RECORDED AT THE POTTAWATOMIE COUNTY COURTHOUSE UNDER INSTRUMENT #202000007613.

DREAM CATCHER
DANCE CO., LLC

BURLINGTON NORTHERN
SANTA FE RAILROAD

BURLINGTON NORTHERN
SANTA FE RAILROAD

Regular Board of Commissioners

12.

Meeting Date: 04/19/2021

Preliminary Plat

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration of a Preliminary Plat for Rolling Hills Addition – Section 2, a 2.39-acre tract, located on the northeast corner of East Main Street and North Bryan Avenue. Case No. PL08-21, Applicant: Absentee Shawnee Housing Authority.

Attachments

Staff Report

RECOMMENDATION TO:

MAYOR
BOARD OF CITY COMMISSIONERS
CITY OF SHAWNEE

RECOMMENDATION FROM:

CITY OF SHAWNEE
PLANNING COMMISSION

SUBJECT:

APPLICANT: Absentee Shawnee Housing Authority

FOR: Rolling Hills – Section 2 Preliminary Plat

LOCATION: 2.39-acre tract located northeast of the intersection of Main Street and N. Bryan Avenue

LEGAL DESCRIPTION:

A TRACT OF LAND BEING A PART OF THE SW/4 OF THE NW/4 OF SECTION 21, TOWNSHIP 10 NORTH, RANGE 4 EAST OF THE INDIAN MERIDIAN, CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA.

CURRENT CLASSIFICATION: R-1 (Single-Family Residential District)

REQUESTED CLASSIFICATION: ---

PROPOSED PROPERTY USE: Single-Family Residential

PLANNING COMMISSION RECOMMENDATION: April 7th, 2021

REQUEST APPROVED: ☒

REQUEST DENIED: ☐

OTHER RECOMMENDATION: ☐

VOTE OF THE PLANNING COMMISSION: MEMBERS PRESENT 6

MEMBERS:	1ST	2ND	AYE	NAY	ABSTAIN	COMMENTS
WALKER		X	X			
LOFTIS-WALTON(VC)			X			
DEEM (CHAIR)			X			
ENGLES			X			
ROWELL						
LESTER			X			
JOHNSON	X		X			

RESPECTFULLY SUBMITTED,

Rebecca Blaine

PLANNING DIRECTOR

ACTION BY CITY COMMISSION:

PUBLIC HEARING SET: _____

DATE OF ACTION: _____

ADOPTED _____ DENIED _____

ORDINANCE NO. _____

City of Shawnee, OK
Planning Department
222. N. Broadway
Shawnee, OK 74801
(405) 878-1616
Fax: (405) 878-1587
www.ShawneeOK.org



CASE #PL08-21
*Rolling Hills Addition – Section 2 --
Preliminary Plat*
MEETING DATE:
April 7th, 2021
CITY COMMISSION DATE:
April 19th, 2021

APPLICANT:
Absentee Shawnee
Housing Authority

107 N Kimberly
Shawnee, OK 74802-0425

RSheppard@ashousingauthority.com

PROPERTY ADDRESS/LOCATION:
Northeast of the intersection of Main Street and N Bryan Avenue

The applicant,
**Absentee Shawnee
Housing Authority**,
requests
preliminary plat
approval for Rolling
Hills Addition –
Section 2, a 2.39-
acre property.



STAFF RECOMMENDATION

EXISTING ZONING: R-1	EXISTING LAND USE: Vacant	SURROUNDING ZONING & LAND USE: R-1 (Single-Family Residential District)	LOTS: 2	PROPERTY SIZE: 4.26-acres
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Planning Department has received the following feedback from the following agencies:

Engineering:
Engineering has approved of the submitted preliminary plat.

Shawnee Municipal Authority:
SMA has approved of the submitted preliminary plat.

Fire Department:
Fire has approved of the submitted preliminary plat.

The subject request is in conformance with the City Zoning Code and Subdivision Code; therefore, Staff hereby recommends approval of the submitted preliminary plat.

APPROVE	APPROVE WITH CONDITIONS	DENY
---------	-------------------------	------

ATTACHMENTS: (CIRCLE)	SUBMITTED PLANS	PUBLIC HEARING PETITION/ APPLICATION FORM	LEGAL NOTICE	LEGAL DESCRIPTION
PUBLIC COMMENTS	AGENCY COMMENTS	RESPONSE TO STANDARDS		

PRELIMINARY PLAT APPLICATION



Planning Department

222 N. Broadway
Shawnee, OK 74801
(405) 878-1616 Fax (405) 878-1587
www.ShawneeOK.org

For Office Use Only

Case Number: _____
Project Number: _____
Date Filed: _____
Amount Paid: _____
Receipt No.: _____

Please provide a submittal letter, 6-24X36 maps, 1-8 1/2x14 map, 1 electronic map and filing fees upon submitting this application. Please call 878-1616 with any questions.

APPLICANT Absentee Shawnee Housing Authority

APPLICANT ADDRESS 107 N Kimberly, Shawnee, OK 74802-0425

APPLICANT PHONE NUMBERS 405-273-1050

EMAIL ADDRESS RSheppard@ashousingauthority.com

NAME OF PLAT Rolling Hills Addition – Section 2

LOCATION NE corner of Main Street and N Bryan Avenue (NW 1/4 Sec. 20, T-10-N, R-4-E, Pottawatomie Co.)

NUMBER OF ACRES 2.39± NUMBER OF LOTS 5

FOR 2 ACRE LOTS OR GREATER DEVELOPMENTS: FEE: \$225.00

PLUS **\$3.00** PER LOT UP TO FIFTY (50) LOTS - NUMBER OF LOTS _____

PLUS **\$1.00** PER LOT OVER FIFTY (50) LOTS - NUMBER OF LOTS _____

TOTAL COST _____

FOR LESS THAN 2 ACRE LOTS: FEE: \$225.00

PLUS **\$2.00** PER LOT UP TO FIFTY (50) LOTS - NUMBER OF LOTS 5 \$10

PLUS **\$1.00** PER LOT OVER FIFTY (50) LOTS - NUMBER OF LOTS _____

TOTAL COST \$235.00

OWNER/DEVELOPER INFORMATION:

NAME Absentee Shawnee Housing Authority (Robert Sheppard)

ADDRESS 107 N Kimberly, Shawnee, OK 74802-0425

CONTACT NUMBERS 405-273-1050

EMAIL ADDRESS RSheppard@ashousingauthority.com

PROJECT ENGINEER INFORMATION:

NAME BWR Design Group, LLC (Bryan Richards, PE)

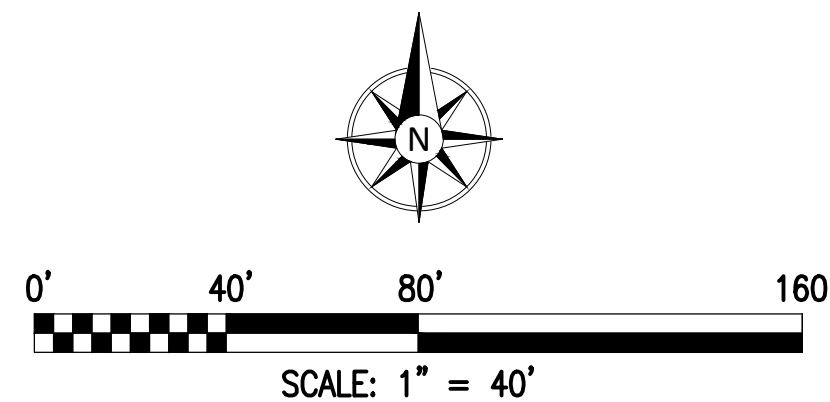
ADDRESS PO Box 31732, Edmond, OK 73003

CONTACT NUMBERS 405-761-5517

EMAIL ADDRESS bwrdesigngroup@gmail.com

APPLICATION, SITE PLAN, CONSTRUCTION DOCUMENTS, PAYMENT, ETC... MUST BE RECEIVED 30 DAYS PRIOR TO MEETING

PRELIMINARY PLAT
ROLLING HILLS ADDITION, SECTION 2
MAIN STREET & BRYAN AVENUE
SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA



POC
FND MAG SHINER
NW COR., NW/4, SEC. 21
T-10-N, R-4-E, I.M.

S 00° 27' 57" E 121.68'

50' ROW

10' U/E

N. BRYAN AVENUE
(COLLECTOR)

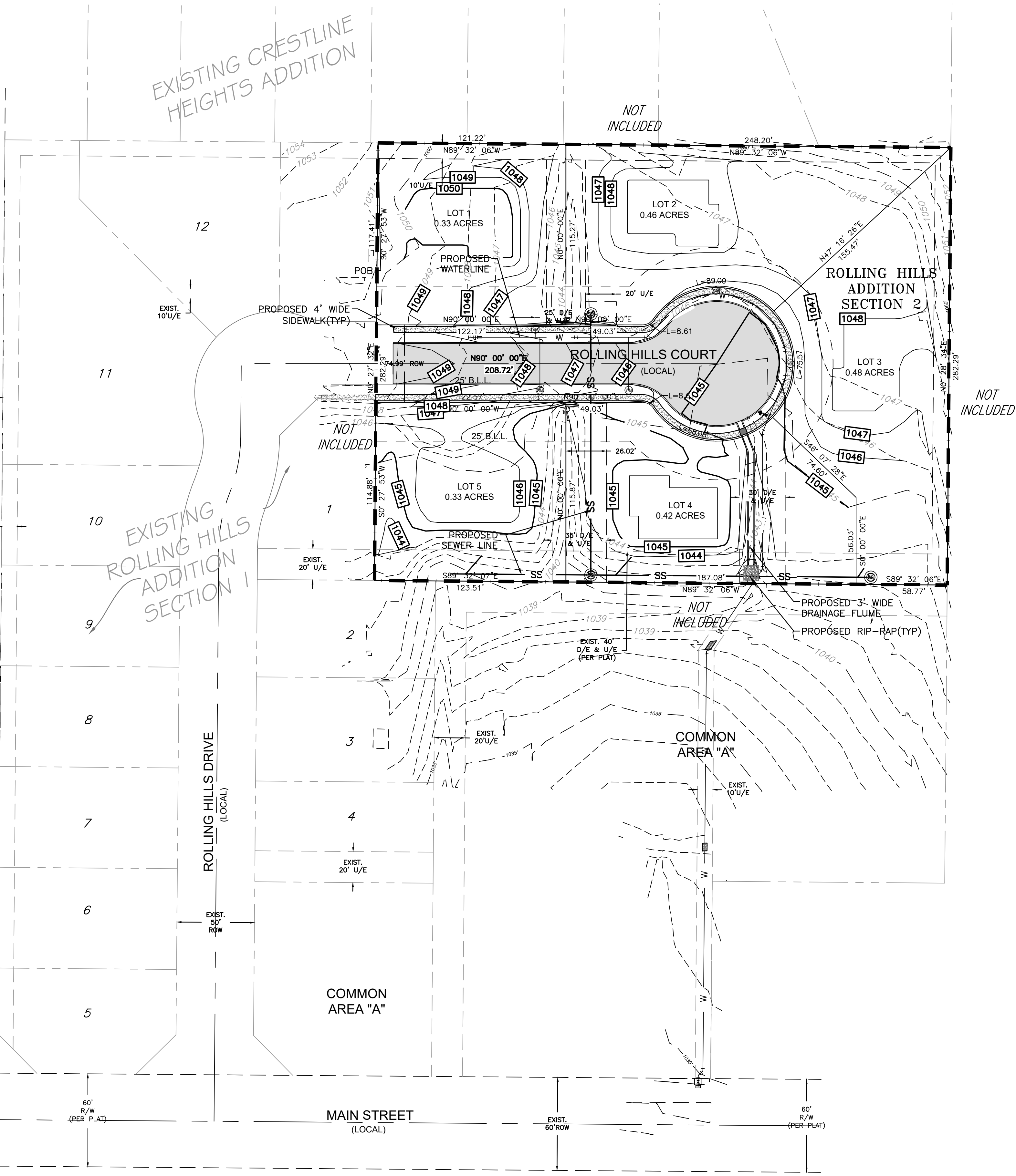
ROLLING HILLS DRIVE
(LOCAL)

60' R/W
(PER PLAT)

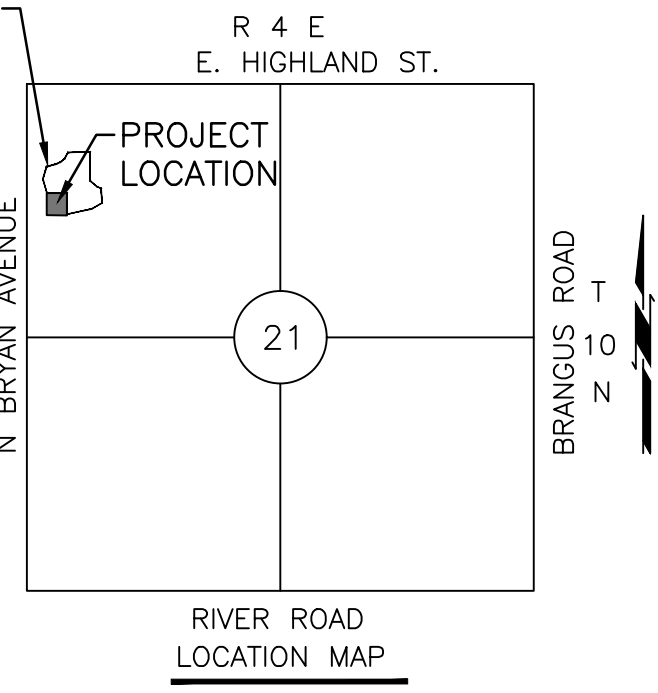
MAIN STREET
(LOCAL)

EXIST.
60' ROW

60' R/W
(PER PLAT)



DRAINAGE AREA
5.7 ACRES



OWNER/SUBDIVIDER:
ABSENTEE SHAWNEE HOUSING AUTHORITY
107 N. KIMBERLY,
SHAWNEE, OK 74802
BOB SHEPPARD 405-273-1050

CIVIL ENGINEER:
BWR DESIGN GROUP, LLC
PO BOX 31732
EDMOND, OK 73003
405-761-5517

LAND SURVEYOR:
FRONTIER LAND SURVEYING
600 W 18TH STREET
EDMOND, OK 73013
405-285-0433

LEGAL DESCRIPTION

A TRACT OF LAND BEING PART OF THE SOUTHWEST QUARTER (SW/4) OF THE NORTHWEST QUARTER (NW/4) OF SECTION OF TWENTY-ONE (21), TOWNSHIP TEN (10) NORTH, RANGE FOUR (4) EAST OF THE INDIAN MERIDIAN, POTTAWATOMIE COUNTY, OKLAHOMA. SAID TRACT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF THE NORTHWEST QUARTER (NW/4) OF SECTION TWENTY-ONE (21), SAID POINT BEING A FOUND MAG NAIL;

THENCE S 0° 27' 54" W ON THE WEST LINE OF SAID NORTHWEST QUARTER (NW/4) A DISTANCE OF 1320.00 FEET;
THENCE S 89° 32' 06" E ON A LINE PERPENDICULAR TO THE WEST LINE OF SAID NORTHWEST QUARTER (NW/4) A DISTANCE OF 290.61 FEET TO A SET 1/2" IRON PIN WITH CAP CA# 7232, SAID POINT BEING THE POINT OF BEGINNING;

THENCE CONTINUING S 89° 32' 06" E A DISTANCE OF 369.39 FEET TO A FOUND 1/2" IRON PIN;
THENCE S 0° 27' 54" W ON A LINE PARALLEL TO THE WEST LINE OF SAID NORTHWEST QUARTER (NW/4) A DISTANCE OF 282.29 FEET TO A FOUND 1/2" IRON PIN WITH OSC# 4717;
THENCE N 89° 32' 06" W ON A LINE PERPENDICULAR TO THE WEST LINE OF SAID NORTHWEST QUARTER (NW/4) A DISTANCE OF 369.39 FEET TO A SET 1/2" IRON PIN WITH CAP CA# 7232;
THENCE N 0° 27' 54" E ON A LINE PARALLEL TO THE WEST LINE OF SAID NORTHWEST QUARTER (NW/4) A DISTANCE OF 282.29 FEET RETURNING TO THE POINT OF BEGINNING;

SAID TRACT CONTAINS 2.39 ACRES AS DESCRIBED

STATISTICAL DATA

CURRENT PROPERTY ZONING = RESIDENTIAL
TOTAL GROSS ACRES = 2.02
TOTAL NUMBER OF LOTS = 5
TOTAL DWELLING UNITS = 5

LOT #1 RESIDENTIAL (1 DWELLING UNIT)
14,226.05 SQFT OR 0.33 AC

LOT #2 RESIDENTIAL (1 DWELLING UNIT)
20,094.48 SQFT OR 0.46 AC

LOT #3 RESIDENTIAL (1 DWELLING UNIT)
20,896.78 SQFT OR 0.48 AC

LOT #4 RESIDENTIAL (1 DWELLING UNIT)
18,408.03 SQFT OR 0.42 AC

LOT #5 RESIDENTIAL (1 DWELLING UNIT)
14,195.72 SQFT OR 0.33 AC

LINEAL FOOTAGE OF PROPOSED LOCAL
ROADWAY = 208.72 LF

Point Table			
Point #	Description	Northing	Easting
1	CP 1 / SET 1/2IN IP W/ NETWORK	727,573.8655	2,298,472.5930
2	BM 2 / SET CUT X ON TOP OF CURB	727,704.2312	2,298,660.2730
3	BM 3 / SET CUT X TOP OF CURB	727,995.2132	2,298,516.9760

SURVEYOR'S CERTIFICATE

I, Joe Farmer, a Registered Land Surveyor in the State of Oklahoma, do hereby certify that the annexed plat ROLLING HILLS ADDITION, SECTION 2, represents a survey made under my supervision, and that all monuments shown thereon actually exist and their relative positions are correctly shown. This survey meets the Oklahoma Minimum Standards for the Practice of Land Surveyors as adopted by the Oklahoma State Board of Registration for Professional Engineers and Land Surveyors, and that said Final Plat complies with the requirements of Title II Section 41-108 of the Oklahoma State Statutes.

UTILITY CONSTRUCTION NOTES

- THE CONTRACTOR IS RESPONSIBLE FOR ALL APPLICABLE TAP FEES AS WELL AS THE ACTUAL SERVICE TAPS.
- ALL SANITARY SEWER CONNECTIONS SHALL BE TAPPED WITH 90° TAP ON TOP OF THE SEWER MAIN.

BWR
DESIGN GROUP

BWR DESIGN GROUP, LLC
PO BOX 31732
EDMOND, OK 73003
405-761-5517
CA 7227, EXP. 06/30/2022

Regular Board of Commissioners

13. a.

Meeting Date: 04/19/2021

Budget Amendment

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Fund 001 General Fund – To adjust budget for estimated sales tax collections and other revenue sources; and to adjust budget for changes which have occurred since January 2021 and anticipated needs for the rest of the fiscal year.

Attachments

Fund 001

City of Shawnee
2020-2021 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
001	40010			SALES TAX	11,617,757.30	631,399.86	12,249,157.16
001	40030			ALCOHOLIC BEVERAGE TAX	190,000.00	10,000.00	200,000.00
001	40060			CIGARETTE TAX	170,000.00	20,000.00	190,000.00
001	40130			ONG FRANCHISE TAX	310,000.00	(10,000.00)	300,000.00
001	40140			OG&E FRANCHISE TAX	919,226.67	773.33	920,000.00
001	40150			ATT INSPECTION FEE	20,000.00	(19,000.00)	1,000.00
001	40200			PYMT IN LIEU OF TAXES	25,500.00	6,379.06	31,879.06
001	40490			NUISANCE / OTHER TAXES	20,000.00	11,000.00	31,000.00
001	41010			FEDERAL GRANT REVENUE	2,366,523.80	283,476.20	2,650,000.00
001	41020			STATE GRANT REVENUE	33,000.00	42,000.00	75,000.00
001	41060			INCARCERATION COSTS	2,400.00	(900.00)	1,500.00
001	41470			LEPC GRANT REVENUE	1,000.00	(1,000.00)	-
001	41480			COPS GRANT	84,000.00	31,000.00	115,000.00
001	41500			VOCAL GRANT REVENUE	59,000.00	(24,000.00)	35,000.00
001	42010			LICENSES	14,000.00	1,000.00	15,000.00
001	42040			ELECTRICAL PERMITS	5,500.00	500.00	6,000.00
001	42050			ZONING PERMITS & APPLICATIONS	10,000.00	(1,000.00)	9,000.00
001	42100			REGISTRATIONS	22,000.00	2,000.00	24,000.00
001	42120			PET LICENSES & POUND FEE	3,500.00	(500.00)	3,000.00
001	42170			VENDOR PERMITS	500.00	(500.00)	-
001	42180			MEDICAL MARIJUANA LICENSE	10,000.00	50,000.00	60,000.00
001	43010			MUNICIPAL COURT FINES	350,000.00	25,000.00	375,000.00
001	43020			MUNICIPAL COURT COSTS	97,125.00	2,875.00	100,000.00
001	43300			TECHNOLOGY FEE	18,000.00	4,500.00	22,500.00
001	43400			COMMUNICATION FEE	18,000.00	4,500.00	22,500.00
001	43500			VECH IMPOUND FEES	22,000.00	11,000.00	33,000.00
001	45040			ACADEMY TUITION	13,625.00	(7,275.00)	6,350.00
001	46060			COMMUNITY CENT RENTAL REV	3,300.00	(2,100.00)	1,200.00
001	46080			PROGRAMMING COMMUNITY CENTER	1,600.00	(900.00)	700.00
001	46150			PROGRAMMING AUDITORIUM	4,900.00	(1,400.00)	3,500.00
001	46500			MUNICIPAL AUDITORIUM RENTAL	4,500.00	2,300.00	6,800.00
001	46550			SENIOR CENTER RENTAL	5,000.00	(3,000.00)	2,000.00
001	46600			PARK RESERVATION REVENUE	2,300.00	(1,250.00)	1,050.00
001	46960			T-MOBILE TOWER RENTAL	10,200.00	(1,156.00)	9,044.00
001	47010			INTEREST INCOME	5,000.00	(2,500.00)	2,500.00
001	47020			INTEREST INC. - SALES TAX	12,200.00	(3,052.02)	9,147.98
001	47030			INTEREST INC. - USE TAX	2,300.00	(290.00)	2,010.00
001	48030			OIL & GAS ROYALTIES	4,000.00	(4,000.00)	-
001	48040			INSURANCE RECOVERY	12,577.94	12,750.00	25,327.94
001	48060			CEMETERY LOT SALES	6,500.00	13,125.00	19,625.00
001	48070			OTHER CEMETERY REVENUE	17,000.00	17,500.00	34,500.00
001	48080			FIRE RUNS	2,500.00	1,700.00	4,200.00
001	48090			SALE OF SURPLUS PROPERTY	343.43	36,074.72	36,418.15
001	48110			MISC GIFTS AND DONATIONS	-	220.00	220.00
001	48150			POLICE REPORTS	790.00	(190.00)	600.00
001	48170			PAYCARD REBATE REVENUE	1,000.00	(1,000.00)	-
001	48220			OTHER MISC. REVENUE	18,000.00	3,000.00	21,000.00
001	48230			FINGERPRINTING REVENUE	3,700.00	(700.00)	3,000.00
001	48400			PLANNING COPY/MAP FEES	100.00	400.00	500.00
001	49430			TRNS FROM POLICE TAX FUND	363,054.86	19,731.24	382,786.10
001	49440			TRANSF FROM FIRE TAX FUND	363,054.86	19,731.24	382,786.10
Total					17,246,578.86	1,178,222.63	18,424,801.49

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
001	5-0110-51010			REGULAR SALARIES	189,128.65	36,376.59	225,505.24
001	5-0110-51030			PART-TIME SALARIES	22,717.60	(3,717.60)	19,000.00

001	5-0110-51060	EDUCATIONAL INCENTIVES	1,996.80	76.80	2,073.60
001	5-0110-51110	SOCIAL SECURITY	12,845.86	734.83	13,580.69
001	5-0110-51120	MEDICARE	3,004.27	264.52	3,268.79
001	5-0110-51130	HEALTH INSURANCE	17,200.00	2,989.97	20,189.97
001	5-0110-51140	LIFE INSURANCE	296.64	83.16	379.80
001	5-0110-51150	OMRF RETIREMENT	17,649.09	(2,379.15)	15,269.94
001	5-0110-52500	OTHER MATERIALS & SUPPLIES	12,500.00	(8,500.00)	4,000.00
001	5-0110-53400	TRAINING CONFERENCES	10,000.00	(5,000.00)	5,000.00
001	5-0110-53500	SOFTWARE PURCHASES	-	850.00	850.00
001	5-0110-53510	SOFTWARE SUPPORT CONTRACTS	-	348.00	348.00
001	5-0110-53540	PRINTING	300.00	50.00	350.00
001	5-0110-53780	MISC. OTHER SERV. & CHGS.	8,000.00	7,000.00	15,000.00
001	5-0130-53100	LEGAL SERVICES	200,000.00	50,000.00	250,000.00
001	5-0210-51010	REGULAR SALARIES	250,746.86	16,622.23	267,369.09
001	5-0210-51020	OVERTIME	1,700.00	300.00	2,000.00
001	5-0210-51060	EDUCATIONAL INCENTIVES	1,996.80	503.20	2,500.00
001	5-0210-51110	SOCIAL SECURITY	18,739.43	16,512.64	35,252.07
001	5-0210-51120	MEDICARE	4,382.61	169.69	4,552.30
001	5-0210-51130	HEALTH INSURANCE	24,930.96	3,945.31	28,876.27
001	5-0210-51140	LIFE INSURANCE	572.16	42.71	614.87
001	5-0210-51450	UNEMPLOYMENT COMPENSATION	-	675.21	675.21
001	5-0210-53400	TRAINING CONFERENCES	6,400.00	(3,400.00)	3,000.00
001	5-0210-53600	BANK CHARGES	-	239.17	239.17
001	5-0230-51010	REGULAR SALARIES	310,070.94	(50,070.94)	260,000.00
001	5-0230-51060	EDUCATIONAL INCENTIVES	2,496.00	(1,402.00)	1,094.00
001	5-0230-51110	SOCIAL SECURITY	19,187.56	(9,315.31)	9,872.25
001	5-0230-51150	OMRF RETIREMENT	75,444.61	(40,444.61)	35,000.00
001	5-0230-53030	REPAIR & MAINT. - EQUIP.	-	4,000.00	4,000.00
001	5-0230-53040	REPAIR & MAINT.-VEHICLES	400.00	100.00	500.00
001	5-0320-51010	REGULAR SALARIES	94,615.76	2,384.24	97,000.00
001	5-0320-51060	EDUCATIONAL INCENTIVES	-	729.20	729.20
001	5-0320-51110	SOCIAL SECURITY	5,607.66	2,392.34	8,000.00
001	5-0320-51120	MEDICARE	1,311.47	563.53	1,875.00
001	5-0320-51130	HEALTH INSURANCE	7,914.96	9,085.04	17,000.00
001	5-0320-51150	OMRF RETIREMENT	15,468.61	(2,468.61)	13,000.00
001	5-0320-51550	WORKER'S COMPENSATION	1,050.00	450.00	1,500.00
001	5-0320-53190	OTHER PROFESSIONAL SERVICES	-	2,000.00	2,000.00
001	5-0320-53400	TRAINING CONFERENCES	2,000.00	(1,000.00)	1,000.00
001	5-0320-53510	SOFTWARE SUPPORT CONTRACTS	21,304.90	195.10	21,500.00
001	5-0320-53610	JAIL CONTRACT	204,000.00	(54,000.00)	150,000.00
001	5-0330-51020	OVERTIME	2,000.00	(1,000.00)	1,000.00
001	5-0330-51060	EDUCATIONAL INCENTIVES	748.80	221.20	970.00
001	5-0330-51110	SOCIAL SECURITY	9,924.24	291.04	10,215.28
001	5-0330-51120	MEDICARE	2,320.99	29.01	2,350.00
001	5-0330-51140	LIFE INSURANCE	444.96	15.04	460.00
001	5-0330-51550	WORKER'S COMPENSATION	-	1,000.00	1,000.00
001	5-0330-52010	OFFICE & COMPUTER SUPPLIES	1,500.00	1,000.00	2,500.00
001	5-0330-53080	ELECTIONS	2,500.00	8,000.00	10,500.00
001	5-0330-53250	TELEPHONE	4,800.00	550.00	5,350.00
001	5-0330-53400	TRAINING CONFERENCES	7,600.00	(6,600.00)	1,000.00
001	5-0330-53470	MEMBERSHIPS & DUES	555.00	145.00	700.00
001	5-0330-53490	BOOKS & SUBSCRIPTIONS	-	350.00	350.00
001	5-0330-53530	LEGAL ADVERTISING	2,750.00	(1,250.00)	1,500.00
001	5-0410-51010	REGULAR SALARIES	116,699.76	21,300.24	138,000.00
001	5-0410-51020	OVERTIME	-	300.00	300.00
001	5-0410-51060	EDUCATIONAL INCENTIVES	1,996.80	249.50	2,246.30
001	5-0410-51110	SOCIAL SECURITY	6,935.75	1,064.25	8,000.00
001	5-0410-51120	MEDICARE	1,622.07	577.93	2,200.00
001	5-0410-51140	LIFE INSURANCE	296.64	28.36	325.00
001	5-0410-51150	OMRF RETIREMENT	42,976.93	2,023.07	45,000.00
001	5-0410-53400	TRAINING CONFERENCES	4,500.00	(2,500.00)	2,000.00
001	5-0410-53470	MEMBERSHIPS & DUES	778.50	10.00	788.50
001	5-0510-51010	REGULAR SALARIES	369,924.96	17,243.79	387,168.75
001	5-0510-51040	LONGEVITY	2,662.40	(1,212.40)	1,450.00
001	5-0510-51070	CONTRACTED SALARIES	-	2,000.00	2,000.00
001	5-0510-51110	SOCIAL SECURITY	21,557.29	1,542.71	23,100.00
001	5-0510-51120	MEDICARE	5,041.62	358.38	5,400.00
001	5-0510-51130	HEALTH INSURANCE	51,483.84	5,516.16	57,000.00
001	5-0510-51140	LIFE INSURANCE	985.32	40.55	1,025.87
001	5-0510-51150	OMRF RETIREMENT	51,766.88	(22,766.88)	29,000.00
001	5-0510-51450	UNEMPLOYMENT COMPENSATION	-	2,500.00	2,500.00
001	5-0510-51500	OTHER BENEFITS	8,940.00	(540.00)	8,400.00
001	5-0510-53250	TELEPHONE	3,200.00	1,925.37	5,125.37
001	5-0510-53400	TRAINING CONFERENCES	6,865.00	(3,865.00)	3,000.00
001	5-0510-53510	SOFTWARE SUPPORT CONTRACTS	22,353.09	2,646.91	25,000.00
001	5-0510-53530	LEGAL ADVERTISING	2,500.00	1,000.00	3,500.00
001	5-0510-53540	PRINTING	5,000.00	(2,000.00)	3,000.00

001	5-0610-51030	PART-TIME SALARIES	-	17,000.00	17,000.00
001	5-0610-51070	CONTRACTED SALARIES	9,600.00	(9,600.00)	-
001	5-0610-51110	SOCIAL SECURITY	23,092.37	(4,092.37)	19,000.00
001	5-0610-51120	MEDICARE	5,400.64	399.36	5,800.00
001	5-0610-51150	OMRF RETIREMENT	25,684.32	1,615.68	27,300.00
001	5-0610-52010	OFFICE & COMPUTER SUPPLIES	3,000.00	(2,700.00)	300.00
001	5-0610-52050	UNIFORMS AND CLOTHING	750.00	750.00	1,500.00
001	5-0610-52220	BLDG MATERIALS & SUPPLIES	5,000.00	(2,500.00)	2,500.00
001	5-0610-53250	TELEPHONE	6,000.00	24,000.00	30,000.00
001	5-0610-53470	MEMBERSHIPS & DUES	1,500.00	500.00	2,000.00
001	5-0620-51010	REGULAR SALARIES	3,124,019.14	126,565.86	3,250,585.00
001	5-0620-51040	LONGEVITY	59,779.20	(1,779.20)	58,000.00
001	5-0620-51050	SKILLS INCENTIVES	31,616.00	1,084.00	32,700.00
001	5-0620-51060	EDUCATIONAL INCENTIVES	30,201.60	998.40	31,200.00
001	5-0620-51110	SOCIAL SECURITY	-	403.19	403.19
001	5-0620-51120	MEDICARE	52,331.92	668.08	53,000.00
001	5-0620-51140	LIFE INSURANCE	8,359.44	772.76	9,132.20
001	5-0620-51450	UNEMPLOYMENT COMPENSATION	-	2,500.00	2,500.00
001	5-0620-51500	OTHER BENEFITS	12,720.00	(360.00)	12,360.00
001	5-0620-52100	FUEL, OIL & LUBRICANTS	140,000.00	(20,000.00)	120,000.00
001	5-0620-53030	REPAIR & MAINT. - EQUIP.	2,000.00	1,500.00	3,500.00
001	5-0620-53040	REPAIR & MAINT.-VEHICLES	75,000.00	(10,000.00)	65,000.00
001	5-0620-53170	MEDICAL SERVICES	-	550.00	550.00
001	5-0620-53400	TRAINING CONFERENCES	16,500.00	1,500.00	18,000.00
001	5-0620-53410	OTHER TRAINING	-	216.00	216.00
001	5-0620-53450	TRAVEL	100.00	50.00	150.00
001	5-0620-53510	SOFTWARE SUPPORT CONTRACTS	8,875.03	51,124.97	60,000.00
001	5-0630-51010	REGULAR SALARIES	669,421.39	(19,421.39)	650,000.00
001	5-0630-51060	EDUCATIONAL INCENTIVES	6,240.00	260.00	6,500.00
001	5-0630-51070	CONTRACTED SALARIES	17,280.00	(6,810.00)	10,470.00
001	5-0630-51120	MEDICARE	12,243.75	(243.75)	12,000.00
001	5-0630-51130	HEALTH INSURANCE	88,663.68	(10,663.68)	78,000.00
001	5-0630-51160	POLICE PENSION	93,276.64	(3,276.64)	90,000.00
001	5-0630-51550	WORKER'S COMPENSATION	4,550.00	1,950.00	6,500.00
001	5-0630-52010	OFFICE & COMPUTER SUPPLIES	600.00	100.00	700.00
001	5-0630-52200	TOOLS & MINOR EQUIPMENT	1,000.00	(500.00)	500.00
001	5-0630-53040	REPAIR & MAINT.-VEHICLES	3,600.00	900.00	4,500.00
001	5-0630-53250	TELEPHONE	4,250.00	1,110.00	5,360.00
001	5-0630-53390	OTHER CONTRACTUAL SERVICES	2,000.00	500.00	2,500.00
001	5-0640-51010	REGULAR SALARIES	106,371.20	(21,371.20)	85,000.00
001	5-0640-51020	OVERTIME	12,000.00	9,000.00	21,000.00
001	5-0640-51070	CONTRACTED SALARIES	-	55,000.00	55,000.00
001	5-0640-51130	HEALTH INSURANCE	20,947.20	(4,947.20)	16,000.00
001	5-0640-51140	LIFE INSURANCE	423.84	(123.84)	300.00
001	5-0640-51150	OMRF RETIREMENT	3,216.34	(1,716.34)	1,500.00
001	5-0640-51450	UNEMPLOYMENT COMPENSATION	-	1,000.00	1,000.00
001	5-0640-52010	OFFICE & COMPUTER SUPPLIES	300.00	500.00	800.00
001	5-0640-53040	REPAIR & MAINT.-VEHICLES	2,000.00	(1,000.00)	1,000.00
001	5-0640-53371	VET CARE	10,200.00	4,800.00	15,000.00
001	5-0640-53390	OTHER CONTRACTUAL SERVICES	1,300.00	2,700.00	4,000.00
001	5-0660-51010	REGULAR SALARIES	376,048.27	63,951.73	440,000.00
001	5-0660-51020	OVERTIME	85,000.00	(30,000.00)	55,000.00
001	5-0660-51070	CONTRACTED SALARIES	7,000.00	(4,000.00)	3,000.00
001	5-0660-51140	LIFE INSURANCE	1,737.60	39.40	1,777.00
001	5-0660-51450	UNEMPLOYMENT COMPENSATION	-	300.00	300.00
001	5-0660-52050	UNIFORMS AND CLOTHING	200.00	900.00	1,100.00
001	5-0660-52200	TOOLS & MINOR EQUIPMENT	100.00	(100.00)	-
001	5-0660-52500	OTHER MATERIALS & SUPPLIES	2,000.00	(1,500.00)	500.00
001	5-0660-53400	TRAINING CONFERENCES	8,000.00	(1,000.00)	7,000.00
001	5-0710-51010	REGULAR SALARIES	422,846.46	7,153.54	430,000.00
001	5-0710-51020	OVERTIME	14,000.00	1,000.00	15,000.00
001	5-0710-51040	LONGEVITY	7,404.80	227.20	7,632.00
001	5-0710-51060	EDUCATIONAL INCENTIVES	3,931.20	138.80	4,070.00
001	5-0710-51110	SOCIAL SECURITY	3,266.68	833.32	4,100.00
001	5-0710-51120	MEDICARE	6,301.85	198.15	6,500.00
001	5-0710-51150	OMRF RETIREMENT	4,709.54	6,290.46	11,000.00
001	5-0710-51170	FIREFIGHTERS PENSION	64,962.41	(9,962.41)	55,000.00
001	5-0710-53040	REPAIR & MAINT.-VEHICLES	-	1,500.00	1,500.00
001	5-0710-53250	TELEPHONE	4,800.00	1,400.00	6,200.00
001	5-0710-53490	BOOKS & SUBSCRIPTIONS	1,800.00	(1,800.00)	-
001	5-0720-51170	FIREFIGHTERS PENSION	399,604.47	5,395.53	405,000.00
001	5-0720-51450	UNEMPLOYMENT COMPENSATION	-	1,078.00	1,078.00
001	5-0720-53200	NATURAL GAS	5,000.00	1,000.00	6,000.00
001	5-0720-53250	TELEPHONE	15,500.00	(6,000.00)	9,500.00
001	5-0720-53360	JANITORIAL SERVICES	15,000.00	(3,000.00)	12,000.00
001	5-0720-53390	OTHER CONTRACTUAL SERVICES	27,000.00	(12,000.00)	15,000.00
001	5-0720-53400	TRAINING CONFERENCES	4,500.00	(2,500.00)	2,000.00

001	5-0720-53510	SOFTWARE SUPPORT CONTRACTS	25,684.00	1,000.00	26,684.00
001	5-0720-53570	EQUIPMENT RENTAL	-	350.00	350.00
001	5-0730-51040	LONGEVITY	2,184.00	(228.00)	1,956.00
001	5-0730-51450	UNEMPLOYMENT COMPENSATION	-	539.00	539.00
001	5-0730-53020	REPAIR & MAINT. - BLDGS.	5,000.00	1,000.00	6,000.00
001	5-0730-53400	TRAINING CONFERENCES	5,000.00	(3,000.00)	2,000.00
001	5-0740-51010	REGULAR SALARIES	96,376.82	(36,376.82)	60,000.00
001	5-0740-51040	LONGEVITY	-	540.80	540.80
001	5-0740-51060	EDUCATIONAL INCENTIVES	998.40	(998.40)	-
001	5-0740-51110	SOCIAL SECURITY	6,379.50	(2,625.97)	3,753.53
001	5-0740-51120	MEDICARE	1,491.98	(614.14)	877.84
001	5-0740-51130	HEALTH INSURANCE	8,419.20	(3,286.32)	5,132.88
001	5-0740-51150	OMRF RETIREMENT	11,318.47	(8,103.19)	3,215.28
001	5-0740-51500	OTHER BENEFITS	5,520.00	(5,520.00)	-
001	5-0740-52500	OTHER MATERIALS & SUPPLIES	-	13,000.00	13,000.00
001	5-0740-53210	ELECTRICITY	9,000.00	(1,800.00)	7,200.00
001	5-0740-53250	TELEPHONE	66,400.00	(26,400.00)	40,000.00
001	5-0740-53400	TRAINING CONFERENCES	3,000.00	(500.00)	2,500.00
001	5-0810-51060	EDUCATIONAL INCENTIVES	998.40	192.00	1,190.40
001	5-0810-51110	SOCIAL SECURITY	11,370.00	(4,370.00)	7,000.00
001	5-0810-51120	MEDICARE	2,800.00	(800.00)	2,000.00
001	5-0810-51150	OMRF RETIREMENT	13,684.08	(3,684.08)	10,000.00
001	5-0810-51450	UNEMPLOYMENT COMPENSATION	-	12,000.00	12,000.00
001	5-0810-51500	OTHER BENEFITS	6,240.00	(4,800.00)	1,440.00
001	5-0810-52100	FUEL, OIL & LUBRICANTS	2,000.00	(1,500.00)	500.00
001	5-0810-53040	REPAIR & MAINT.-VEHICLES	600.00	400.00	1,000.00
001	5-0810-53200	NATURAL GAS	400.00	100.00	500.00
001	5-0810-53250	TELEPHONE	3,300.00	(1,300.00)	2,000.00
001	5-0810-53390	OTHER CONTRACTUAL SERVICES	3,000.00	5,000.00	8,000.00
001	5-0810-53400	TRAINING CONFERENCES	2,500.00	(1,000.00)	1,500.00
001	5-0920-51010	REGULAR SALARIES	429,295.90	(29,295.90)	400,000.00
001	5-0920-51020	OVERTIME	6,000.00	5,000.00	11,000.00
001	5-0920-51040	LONGEVITY	8,112.00	(1,112.00)	7,000.00
001	5-0920-51050	SKILLS INCENTIVES	3,000.00	(2,500.00)	500.00
001	5-0920-51070	CONTRACTED SALARIES	-	61,500.00	61,500.00
001	5-0920-51130	HEALTH INSURANCE	74,694.72	10,305.28	85,000.00
001	5-0920-51150	OMRF RETIREMENT	73,247.28	(23,247.28)	50,000.00
001	5-0920-51500	OTHER BENEFITS	-	180.00	180.00
001	5-0920-52010	OFFICE & COMPUTER SUPPLIES	150.00	100.00	250.00
001	5-0920-52200	TOOLS & MINOR EQUIPMENT	1,000.00	500.00	1,500.00
001	5-0920-53030	REPAIR & MAINT. - EQUIP.	26,000.00	36,000.00	62,000.00
001	5-0920-53040	REPAIR & MAINT.-VEHICLES	30,000.00	12,000.00	42,000.00
001	5-0920-53050	EQUIP.SERV.-R&M EQUIPMENT	-	735.00	735.00
001	5-0920-53090	REPAIR & MAINT. - OTHER	-	158.97	158.97
001	5-0920-53200	NATURAL GAS	4,000.00	1,000.00	5,000.00
001	5-0920-53250	TELEPHONE	6,104.00	(1,104.00)	5,000.00
001	5-0920-53400	TRAINING CONFERENCES	5,000.00	(3,500.00)	1,500.00
001	5-0930-51010	REGULAR SALARIES	105,171.09	6,828.91	112,000.00
001	5-0930-51020	OVERTIME	4,500.00	2,000.00	6,500.00
001	5-0930-51110	SOCIAL SECURITY	5,707.35	970.19	6,677.54
001	5-0930-51120	MEDICARE	1,334.58	265.42	1,600.00
001	5-0930-51130	HEALTH INSURANCE	37,679.04	(15,679.04)	22,000.00
001	5-0930-51150	OMRF RETIREMENT	6,503.39	746.61	7,250.00
001	5-0930-52010	OFFICE & COMPUTER SUPPLIES	20.00	160.00	180.00
001	5-0930-52050	UNIFORMS AND CLOTHING	2,100.00	1,900.00	4,000.00
001	5-0930-52500	OTHER MATERIALS & SUPPLIES	20,000.00	26,000.00	46,000.00
001	5-0930-53040	REPAIR & MAINT.-VEHICLES	3,000.00	1,000.00	4,000.00
001	5-0930-53090	REPAIR & MAINT. - OTHER	15,000.00	(6,000.00)	9,000.00
001	5-0930-53250	TELEPHONE	16,500.00	(1,500.00)	15,000.00
001	5-0930-53400	TRAINING CONFERENCES	3,700.00	(2,200.00)	1,500.00
001	5-0930-53470	MEMBERSHIPS & DUES	-	108.00	108.00
001	5-0930-53780	MISC. OTHER SERV. & CHGS.	-	3.75	3.75
001	5-0940-51010	REGULAR SALARIES	324,648.05	(9,648.05)	315,000.00
001	5-0940-51020	OVERTIME	10,000.00	11,500.00	21,500.00
001	5-0940-51030	PART-TIME SALARIES	27,618.23	(16,618.23)	11,000.00
001	5-0940-51040	LONGEVITY	6,281.60	(1,401.60)	4,880.00
001	5-0940-51070	CONTRACTED SALARIES	72,000.00	88,000.00	160,000.00
001	5-0940-51450	UNEMPLOYMENT COMPENSATION	-	2,138.64	2,138.64
001	5-0940-51500	OTHER BENEFITS	1,440.00	1,040.00	2,480.00
001	5-0940-52050	UNIFORMS AND CLOTHING	13,000.00	(3,000.00)	10,000.00
001	5-0940-52100	FUEL, OIL & LUBRICANTS	15,000.00	(13,500.00)	1,500.00
001	5-0940-52200	TOOLS & MINOR EQUIPMENT	6,000.00	(2,000.00)	4,000.00
001	5-0940-53020	REPAIR & MAINT. - BLDGS.	15,000.00	(10,000.00)	5,000.00
001	5-0940-53040	REPAIR & MAINT.-VEHICLES	7,200.00	2,800.00	10,000.00
001	5-0940-53250	TELEPHONE	6,800.00	(2,700.00)	4,100.00
001	5-0940-53400	TRAINING CONFERENCES	5,000.00	(3,000.00)	2,000.00
001	5-0940-53570	EQUIPMENT RENTAL	1,000.00	17,250.00	18,250.00

001	5-0950-51010	REGULAR SALARIES	302,346.63	(27,346.63)	275,000.00
001	5-0950-51020	OVERTIME	500.00	250.00	750.00
001	5-0950-51150	OMRF RETIREMENT	109,547.11	(49,547.11)	60,000.00
001	5-0950-51500	OTHER BENEFITS	6,720.00	(2,180.00)	4,540.00
001	5-0950-52010	OFFICE & COMPUTER SUPPLIES	1,000.00	(500.00)	500.00
001	5-0950-52050	UNIFORMS AND CLOTHING	2,370.00	130.00	2,500.00
001	5-0950-52200	TOOLS & MINOR EQUIPMENT	-	3,000.00	3,000.00
001	5-0950-52500	OTHER MATERIALS & SUPPLIES	5,000.00	1,500.00	6,500.00
001	5-0950-53020	REPAIR & MAINT. - BLDGS.	1,200.00	13,000.00	14,200.00
001	5-0950-53030	REPAIR & MAINT. - EQUIP.	3,000.00	4,500.00	7,500.00
001	5-0950-53200	NATURAL GAS	900.00	100.00	1,000.00
001	5-0950-53250	TELEPHONE	1,200.00	1,300.00	2,500.00
001	5-1120-51010	REGULAR SALARIES	17,150.84	363.89	17,514.73
001	5-1120-51030	PART-TIME SALARIES	14,171.75	(14,171.75)	-
001	5-1130-51030	PART-TIME SALARIES	10,628.81	(10,628.81)	-
001	5-1130-52500	OTHER MATERIALS & SUPPLIES	2,000.00	2,000.00	4,000.00
001	5-1130-53390	OTHER CONTRACTUAL SERVICES	500.00	250.00	750.00
001	5-1140-51030	PART-TIME SALARIES	10,628.81	(10,628.81)	-
001	5-1140-51070	CONTRACTED SALARIES	19,000.00	(12,300.00)	6,700.00
001	5-1140-52030	FOOD & KITCHEN SUPPLIES	5,000.00	(2,000.00)	3,000.00
001	5-1140-53250	TELEPHONE	-	2,300.00	2,300.00
001	5-1140-53360	JANITORIAL SERVICES	-	8,000.00	8,000.00
001	5-1140-53470	MEMBERSHIPS & DUES	-	99.00	99.00
001	5-1140-53780	MISC. OTHER SERV. & CHGS.	1,700.00	2,300.00	4,000.00
001	5-1210-51450	UNEMPLOYMENT COMPENSATION	-	1,896.27	1,896.27
001	5-1210-53250	TELEPHONE	-	1,200.00	1,200.00
001	5-4010-51020	OVERTIME	150.00	1,850.00	2,000.00
001	5-4010-51110	SOCIAL SECURITY	7,622.90	477.10	8,100.00
001	5-4010-51120	MEDICARE	1,782.78	117.22	1,900.00
001	5-4010-51150	OMRF RETIREMENT	35,974.17	(7,974.17)	28,000.00
001	5-4010-52050	UNIFORMS AND CLOTHING	1,870.00	30.00	1,900.00
001	5-4010-52250	SMALL PARTS	-	1,000.00	1,000.00
001	5-4010-53040	REPAIR & MAINT.-VEHICLES	2,000.00	3,500.00	5,500.00
001	5-4010-53250	TELEPHONE	2,500.00	(1,013.39)	1,486.61
001	5-4010-53290	POSTAGE & SHIPPING	1.00	9.00	10.00
001	5-4010-53470	MEMBERSHIPS & DUES	-	1,500.00	1,500.00
001	5-4010-53780	MISC. OTHER SERV. & CHGS.	-	50.00	50.00
001	5-4020-51020	OVERTIME	-	750.00	750.00
001	5-4020-51130	HEALTH INSURANCE	17,443.20	(6,943.20)	10,500.00
001	5-4020-51150	OMRF RETIREMENT	4,179.01	(2,179.01)	2,000.00
001	5-4020-52010	OFFICE & COMPUTER SUPPLIES	-	100.00	100.00
001	5-4020-52050	UNIFORMS AND CLOTHING	1,990.00	1,010.00	3,000.00
001	5-4020-52100	FUEL, OIL & LUBRICANTS	-	65.00	65.00
001	5-4020-52500	OTHER MATERIALS & SUPPLIES	6,000.00	6,500.00	12,500.00
001	5-4020-53030	REPAIR & MAINT. - EQUIP.	-	200.00	200.00
001	5-4020-53040	REPAIR & MAINT.-VEHICLES	-	2,000.00	2,000.00
001	5-4020-53050	EQUIP.SERV.-R&M EQUIPMENT	-	100.00	100.00
001	5-4020-53360	JANITORIAL SERVICES	700.00	39,300.00	40,000.00
001	5-4020-53390	OTHER CONTRACTUAL SERVICES	1,560.00	1,000.00	2,560.00
001	5-4020-53570	EQUIPMENT RENTAL	-	265.00	265.00
001	5-5030-56030	TRANSFER TO AQUATIC CENTER	202,366.73	8,000.00	210,366.73
001	5-5030-56350	TRANSFER TO LIBRARY FUND	97,802.63	17,400.00	115,202.63
001	5-5030-56720	TRANSFER TO HOME REHAB PR INC	-	277,000.00	277,000.00
001	5-5030-56730	TRANSFER TO ODOC NSP PROGRAM FUND	-	19,549.64	19,549.64
001	5-5030-56710	TRANSFER TO CDBG FUND	-	146,521.39	146,521.39
001	5-5030-56060	TRANSFER TO STREET IMPROVEMENT FUND	-	250,000.00	250,000.00
001	5-5030-56350	TRANFER TO LIBRARY FUND	97,802.63	17,389.16	115,191.79
Total			11,200,119.10	976,495.24	12,176,614.34

Approved by the City Commission this

Explanation of Budget Amendment:
 Adjusts budget for estimated sales tax collections and othe
 revenue sources.
 Adjusts budget for changes which have occurred since
 January 2021 and anticipated needs for the rest of the fiscal
 year.

Approved:

Mayor

Attest:

City Clerk

Posted By _____ Date _____ BA# _____ Pkt.# _____

Regular Board of Commissioners

13. b.

Meeting Date: 04/19/2021

Budget Amendment

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Fund 102 E-911 Fund – To adjust revenue for estimated collections and align expenditures with expected use.

Attachments

Fund 102

City of Shawnee
2020-2021 Budget Amendment
E-911 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
102	40120			E-911 TAX	305,000.00	(25,000.00)	280,000.00
			Total		305,000.00	(25,000.00)	280,000.00

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
102	5-0660-51070			CONTRACTED SALARIES	132,000.00	(7,000.00)	125,000.00
102	5-0660-53400			TRAINING CONFERENCES	15,000.00	(10,000.00)	5,000.00
102	5-0660-53500			SOFTWARE PURCHASES	18,000.00	17,000.00	35,000.00
			Total		165,000.00	-	165,000.00

Approved by the City Commission this

Explanation of Budget Amendment:
Adjust revenue for estimated collections and align expenditures with expected use.

Approved:

Mayor

Attest:

City Clerk

Posted By _____ Date _____ BA# _____ Pkt.# _____

Regular Board of Commissioners

13. c.

Meeting Date: 04/19/2021

Budget Amendment

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Fund 104 Economic Development Fund – To adjust for estimated sales tax collections.

Attachments

Fund 104

City of Shawnee
2020-2021 Budget Amendment
Economic Development 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
104	40010			SALES TAX	290,443.99	15,785.00	306,228.99
			Total		290,443.99	15,785.00	306,228.99

Appropriations

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

Approved by the City Commission this

Explanation of Budget Amendment:
Adjust for estimated sales tax collections

Approved:

Mayor

Attest:

City Clerk

Posted By _____ Date _____ BA# _____ Pkt.# _____

Regular Board of Commissioners

13. d.

Meeting Date: 04/19/2021

Budget Amendment

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Fund 105 Spay/Neuter Fund – To cover increased spay and neuter costs.

Attachments

Fund 105

City of Shawnee
2020-2021 Budget Amendment
Spay/Neuter 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
105	5-0640-53900			SPAY/NEUTER EXP/REFUNDS	7,500.00	3,000.00	10,500.00
				Total	7,500.00	3,000.00	10,500.00

Approved by the City Commission this

Explanation of Budget Amendment:
 To cover increased spay and neuter costs.

Approved:

Mayor

Attest:

City Clerk

Posted By _____ Date _____ BA# _____ Pkt.# _____

Regular Board of Commissioners

13. e.

Meeting Date: 04/19/2021

Budget Amendment

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Fund 106 Hotel/Motel Surcharge Fund – To adjust for personnel changes and related expenditures.

Attachments

Fund 106

City of Shawnee
2020-2021 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
				Total	-	-	-

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
106	5-0140-51010			REGULAR SALARIES	87,940.23	7,623.25	95,563.48
106	5-0140-51060			EDUCATIONAL INCENTIVES	998.40	125.00	1,123.40
106	5-0140-51110			SOCIAL SECURITY	5,347.21	485.00	5,832.21
106	5-0140-51120			MEDICARE	1,250.55	235.00	1,485.55
106	5-0140-51120			HEALTH INSURANCE	-	400.00	400.00
106	5-0140-51140			LIFE INSURANCE	148.32	18.50	166.82
106	5-0140-51150			OMRF RETIREMENT	2,689.75	125.00	2,814.75
106	5-0140-52500			OTHER MATERIALS & SUPPLIES	5,000.00	(1,000.00)	4,000.00
106	5-0140-53290			POSTAGE & SHIPPING	3,000.00	(1,500.00)	1,500.00
106	5-0140-53390			OTHER CONTRACTUAL SERVICES	34,000.00	1,000.00	35,000.00
106	5-0140-53400			TRAINING CONFERENCES	1,500.00	(750.00)	750.00
106	5-0140-53470			MEMBERSHIPS & DUES	2,770.00	(270.00)	2,500.00
106	5-0140-53510			SOFTWARE SUPPORT CONTRACTS	4,000.00	(2,512.00)	1,488.00
106	5-0140-53540			PRINTING	16,000.00	(5,000.00)	11,000.00
106	5-0140-53560			LAND & BUILDING RENTAL	31,200.00	2,000.00	33,200.00
106	5-0140-53630			GRANTS	35,000.00	(500.00)	34,500.00
106	5-0140-53780			MISC. OTHER SERV. & CHGS.	3,250.00	(1,750.00)	1,500.00
106	5-0140-53930			ADVERTISING & PROMOTIONS	66,718.00	282.00	67,000.00
106	5-0140-54200			CAPITAL OUTLAY-BLDGS & IMPRV	35,000.00	5,000.00	40,000.00
				Total	335,812.46	4,011.75	339,824.21

Approved by the City Commission this

Explanation of Budget Amendment:
Adjust for personnel changes and related expenditures.

Approved:

Mayor

Attest:

City Clerk

Posted By _____ Date _____ BA# _____ Pkt.# _____

Regular Board of Commissioners

13. f.

Meeting Date: 04/19/2021

Budget Amendment

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Fund 107 Police Sales Tax Fund – To adjust for sales tax estimate increase and related transfer.

Attachments

Fund 107

City of Shawnee
2020-2021 Budget Amendment
Police Sales Tax 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
107	40010			SALES TAX	347,269.87	35,516.23	382,786.10
			Total		347,269.87	35,516.23	382,786.10

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
107	5-5030-56010			TRANSFER TO GENERAL FUND	347,617.14	35,168.96	382,786.10
			Total		347,617.14	35,168.96	382,786.10

Approved by the City Commission this

Explanation of Budget Amendment:
Adjust for sales tax estimate increase and related transfer.

Approved:

Mayor

Attest:

City Clerk

Posted By _____ Date _____ BA# _____ Pkt.# _____

Regular Board of Commissioners

13. g.

Meeting Date: 04/19/2021

Budget Amendment

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Fund 108 Fire Sales Tax Fund – To adjust for sales tax estimate increase and related transfer.

Attachments

Fund 108

City of Shawnee
2020-2021 Budget Amendment
Fire Sales Tax 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
108	40010			SALES TAX	363,054.86	19,731.24	382,786.10
			Total		363,054.86	19,731.24	382,786.10

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
108	5-5030-56010			TRANSFER TO GENERAL FUND	363,054.86	19,731.24	382,786.10
			Total		363,054.86	19,731.24	382,786.10

Approved by the City Commission this

Explanation of Budget Amendment:
Adjust for sales tax estimate increase and related transfer.

Approved:

Mayor
Attest:

City Clerk

Posted By _____ Date _____ BA# _____ Pkt.# _____

Regular Board of Commissioners

13. h.

Meeting Date: 04/19/2021

Budget Amendment

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Fund 190 CDBG Grant Fund – To adjust for personnel changes and related expenditures.

Attachments

Fund 190

City of Shawnee
2020-2021 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	49010			TRANSFER FROM GENERAL FUND	-	146,521.39	146,521.39
			Total		-	146,521.39	146,521.39

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
190	5-1410-51010			REGULAR SALARIES	-	67,718.35	67,718.35
190	5-1410-51030			PART-TIME SALARIES	30,113.68	(21,121.78)	8,991.90
190	5-1410-51040			LONGEVITY	-	144.00	144.00
190	5-1410-51050			SKILLS INCENTIVES	-	742.40	742.40
190	5-1410-51130			HEALTH INSURANCE	-	750.00	750.00
190	5-1410-51140			LIFE INSURANCE	-	149.00	149.00
190	5-1410-51150			OMRF RETIREMENT	-	2,031.55	2,031.55
190	5-1420-51010			REGULAR SALARIES	56,654.27	(21,945.95)	34,708.32
190	5-1420-51040			LONGEVITY	1,123.20	(547.20)	576.00
190	5-1420-51050			SKILLS INCENTIVES	2,412.80	(1,856.00)	556.80
190	5-1420-51110			SOCIAL SECURITY	3,551.83	(1,363.94)	2,187.89
190	5-1420-51120			MEDICARE	830.67	(318.99)	511.68
190	5-1420-51130			HEALTH INSURANCE	-	-	-
190	5-1420-51140			LIFE INSURANCE	148.32	(136.59)	11.73
190	5-1420-51150			OMRF RETIREMENT	22,640.34	(17,566.75)	5,073.59
190	5-1420-53711			NSP REHABILITATION	-	8,028.32	8,028.32
190	5-1420-53721			HOME REHABILITATION	-	6,481.99	6,481.99
302	5-5030-56060			TRANSFER TO STREET IMPROVEMENT FUND	-	146,521.39	146,521.39
			Total		117,475.11	167,709.80	285,184.91

Approved by the City Commission this

Explanation of Budget Amendment:
Adjust for personnel changes and related expenditures.

Approved:

Mayor

Attest:

City Clerk

Posted By _____ Date _____ BA# _____ Pkt.# _____

Regular Board of Commissioners

13. i.

Meeting Date: 04/19/2021

Budget Amendment

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Fund 198 ODOC NSP Program Fund – Fund cleanup.

Attachments

Fund 198

City of Shawnee
2020-2021 Budget Amendment
ODOC NSP PROGRAM

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
198	49010			TRANSFER FROM GENERAL FUND	-	19,549.64	19,549.64
			Total		-	19,549.64	19,549.64

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
198	5-5030-56060			TRANSFER TO STREET IMPROVEMENT FUND	-	19,549.64	19,549.64

	Total	-	19,549.64	19,549.64
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Approved by the City Commission this

Explanation of Budget Amendment:
Fund cleanup

Approved:

Mayor

Attest:

City Clerk

Posted By _____ Date _____ BA# _____ Pkt.# _____

Regular Board of Commissioners

13. j.

Meeting Date: 04/19/2021

Budget Amendment

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Fund 199 Home Rehab Program Income Fund – Fund cleanup.

Attachments

Fund 199

City of Shawnee
2020-2021 Budget Amendment
HOME REHAB PROGRAM INCOME

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	49010			TRANSFER FROM GENERAL FUND	-		277,000.00
			Total		-	-	277,000.00

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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Total

- - -

Approved by the City Commission this

Explanation of Budget Amendment:
Fund cleanup

Approved:

Mayor

Attest:

City Clerk

Posted By _____ Date _____ BA# _____ Pkt.# _____

Regular Board of Commissioners

13. k.

Meeting Date: 04/19/2021

Budget Amendment

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Fund 301 Capital Improvement Fund – To adjust revenue for sales tax and grant revenue; and to adjust expenditures for park needs, wildland gear, and building maintenance.

Attachments

Fund 301

City of Shawnee
2020-2021 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
301	40010			SALES TAX	2,250,940.54	122,333.73	2,373,274.27
301	47010			INTEREST INCOME	4,000.00	(3,000.00)	1,000.00
301	48040			INSURANCE RECOVERY	27,290.00	44,395.00	71,685.00
301	48220			OTHER MISC. REVENUE	1.98	7.59	9.57
301	48250			REFUNDS & REIMBURSEMENTS	719.15	(719.15)	-
Total					2,282,951.67	163,017.17	2,445,968.84

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
301	5-0230-54500			CAPITAL OUTLAY-EQUIPMENT	150,000.00	(10,000.00)	140,000.00
301	5-0330-54500			CAPITAL OUTLAY-EQUIPMENT	-	10,000.00	10,000.00
301	5-0210-53600			BANK CHARGES	-	2,000.00	2,000.00
301	5-0620-54500			CAPITAL OUTLAY-EQUIPMENT	97,000.00	27,000.00	124,000.00
301	5-0720-54500			CAPITAL OUTLAY-EQUIPMENT	100,500.00	10,000.00	110,500.00
301	5-0940-54500			CAPITAL OUTLAY-EQUIPMENT	92,000.00	20,000.00	112,000.00
301	5-1210-54500			CAPITAL OUTLAY-EQUIPMENT	-	90,000.00	90,000.00
301	5-4020-54500			CAPITAL OUTLAY-EQUIPMENT	40,000.00	20,000.00	60,000.00
Total					479,500.00	169,000.00	648,500.00

Approved by the City Commission this

Explanation of Budget Amendment:

Adjust revenue for sales tax and grant revenue.

Adjust expenditures for park needs, wildland gear, and building maintenance.

Approved:

Mayor

Attest:

City Clerk

Posted By _____ Date _____ BA# _____ Pkt.# _____

Regular Board of Commissioners

13. I.

Meeting Date: 04/19/2021

Budget Amendment

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Fund 302 Street Improvement Fund – To adjust costs for expected charges including, Kickapoo expansion, the lease of the street sweeper, and bank charges.

Attachments

Fund 302

City of Shawnee
2020-2021 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
302	40010			SALES TAX	2,541,384.36	138,118.71	2,679,503.07
302	47010			INTEREST INCOME	16,500.00	(11,500.00)	5,000.00
302	49080			TRANSFER IN FROM ODOC NSP PROGRAM	-	19,549.64	19,549.64
302	49300			TRANSFER IN FROM CDBG GRANTS	-	146,521.39	146,521.39
302	49010			TRANSFER FROM THE GENERAL FUND	-	250,000.00	250,000.00
Total					2,557,884.36	542,689.74	3,100,574.10

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
302	5-0810-53600			BANK CHARGES	-	2,000.00	2,000.00
302	5-0810-54200			CAPITAL OUTLAY-BLDGS & IMPRV	2,056,463.58	(466,396.99)	1,590,066.59
302	5-0810-54500			CAPITAL OUTLAY-EQUIPMENT	30,000.00	(30,000.00)	-
302	5-0810-54810			CAPITAL OUTLAY - KICKAPOO ST	2,972,917.00	700,000.00	3,672,917.00
302	5-0920-54800			CAPITAL OUTLAY - STREETS	500,000.00	15,000.00	515,000.00
302	5-0920-55500			LEASE PAYMENTS-EQUIPMENT	-	55,000.00	55,000.00
Total					5,559,380.58	273,603.01	5,832,983.59

Approved by the City Commission this

Explanation of Budget Amendment:

Adjust costs for expected changes including Kickapoo expansion, the lease of the street sweeper, and bank charges.

Approved:

Mayor

Attest:

City Clerk

Posted By _____ Date _____ BA# _____ Pkt.# _____

Regular Board of Commissioners

13. m.

Meeting Date: 04/19/2021

Budget Amendment

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Fund 303 2018 Capital Improvement Fund – To adjust for current projects including the Police Station, park projects, and the Santa Fe Depot.

Attachments

Fund 303

City of Shawnee
2020-2021 Budget Amendment
2018 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
303	40010			SALES TAX	2,904,439.33	157,849.96	3,062,289.29
303	47010			INTEREST INCOME	50,000.00	(48,000.00)	2,000.00
303	48220			OTHER MISC. REVENUE	6.07	23.35	29.42
Total					2,954,445.40	109,873.31	3,064,318.71

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
303	5-0620-54210			CAPITAL OUTLAY - POLICE STATIO	2,606,934.36	193,065.64	2,800,000.00
303	5-0940-53390			OTHER CONTRACTUAL SERVICES	180,000.00	(11,570.00)	168,430.00
303	5-0940-54200			CAPITAL OUTLAY-BLDGS & IMPRV	8,762,989.00	(237,989.00)	8,525,000.00
303	5-0210-53600			BANK CHARGES	-	2,000.00	2,000.00
303	5-1110-54200			CAPITAL OUTLAY-BLDGS & IMPRV	86,000.00	(36,000.00)	50,000.00
303	5-1140-54200			CAPITAL OUTLAY-BLDGS & IMPRV	20,000.00	(20,000.00)	-
303	5-4020-54200			CAPITAL OUTLAY-BLDGS & IMPRV	-	400,000.00	400,000.00
303	5-5010-55200			DEBT SERVICE - INTEREST	441,673.33	(95,952.08)	345,721.25
Total					12,097,596.69	193,554.56	12,291,151.25

Approved by the City Commission this

Explanation of Budget Amendment:

Adjust for current projects including the police station, park projects and the Sante Fe Depot.

Approved:

Mayor

Attest:

City Clerk

Posted By _____ Date _____ BA# _____ Pkt.# _____

Regular Board of Commissioners

13. n.

Meeting Date: 04/19/2021

Budget Amendment

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Fund 350 Aquatic Center Fund – To adjust for expected changes including workers' compensation allocation and personnel services among others.

Attachments

Fund 350

City of Shawnee
2020-2021 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
Total					-	-	-

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
350	5-0960-51020			OVERTIME	750.00	750.00	1,500.00
350	5-0960-51110			SOCIAL SECURITY	13,433.57	10.00	13,443.57
350	5-0960-51130			HEALTH INSURANCE	-	184.74	184.74
350	5-0960-51150			OMRF RETIREMENT	4,151.26	(2,651.26)	1,500.00
350	5-0960-51450			UNEMPLOYMENT COMPENSATION	-	2,851.30	2,851.30
350	5-0960-51550			WORKER'S COMPENSATION	1,024.16	12,448.67	13,472.83
350	5-0960-52200			TOOLS & MINOR EQUIPMENT	17,000.00	(7,000.00)	10,000.00
350	5-0960-53020			REPAIR & MAINT. - BLDGS.	4,000.00	1,000.00	5,000.00
350	5-0960-53040			REPAIR & MAINT.-VEHICLES	-	200.00	200.00
350	5-0960-53250			TELEPHONE	1,150.00	1,100.00	2,250.00
350	5-0960-53390			OTHER CONTRACTUAL SERVICES	4,700.00	300.00	5,000.00
350	5-0960-53550			INSURANCE	-	350.00	350.00
350	5-0960-53780			MISC. OTHER SERV. & CHGS.	4,000.00	(2,000.00)	2,000.00
350	5-0960-54500			CAPITAL OUTLAY-EQUIPMENT	-	100.00	100.00
Total					50,208.99	7,643.45	57,852.44

Approved by the City Commission this

Explanation of Budget Amendment:
Adjust for expected changes including workers' comp
allocation and personnel services among others.

Approved:

Mayor

Attest:

City Clerk

Posted By _____ Date _____ BA# _____ Pkt.# _____

Regular Board of Commissioners

13. o.

Meeting Date: 04/19/2021

Budget Amendment

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Fund 701 Library Fund – To adjust for janitorial services and changes in expected personnel and utility costs.

Attachments

Fund 701

City of Shawnee
2020-2021 Budget Amendment
Library 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
701	49,010			TRANSFER FROM GENERAL FUND	97,802.63	17,389.16	115,191.79
			Total		97,802.63	17,389.16	115,191.79

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
701	5-1110-51130			HEALTH INSURANCE	4,512.00	1,088.00	5,600.00
701	5-1110-51150			OMRF RETIREMENT	743.84	(443.84)	300.00
701	5-1110-51450			UNEMPLOYMENT COMPENSATION	-	445.00	445.00
701	5-1110-53210			ELECTRICITY	32,000.00	(4,000.00)	28,000.00
701	5-1110-53250			TELEPHONE	10,200.00	(700.00)	9,500.00
701	5-1110-53780			MISC. OTHER SERV. & CHGS.	1,000.00	21,000.00	22,000.00
			Total		48,455.84	17,389.16	65,845.00

Approved by the City Commission this

Explanation of Budget Amendment:
Adjust for janitorial services and changes in expected
personnel and utility costs.

Approved:

Mayor

Attest:

City Clerk

Posted By _____ Date _____ BA# _____ Pkt.# _____

Regular Board of Commissioners

13. p.

Meeting Date: 04/19/2021

Budget Amendment

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Fund 706 Gifts and Contributions Fund – To adjust for use of donations by the Shawnee Senior Citizens Center.

Attachments

Fund 706

City of Shawnee
2020-2021 Budget Amendment
Gifts and Contributions

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
706	5-1140-52500			OTHER MATERIALS & SUPPLIES	-	200.00	200.00
				Total	-	200.00	200.00

Approved by the City Commission this

Explanation of Budget Amendment:
Adjust for use of donations by the Shawnee Senior Center.

Approved:

Mayor

Attest:

City Clerk

Posted By _____ Date _____ BA# _____ Pkt.# _____

Regular Board of Commissioners

14.

Meeting Date: 04/19/2021

Sales Tax and Budget Reports

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Acknowledge monthly Sales Tax and Budget Reports.

Attachments

No file(s) attached.
