BOARD OF CITY COMMISSIONERS PROCEEDINGS
APRIL 18, 2022 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 in the Commission Chambers at City Hall, 16 West 9th Street, Shawnee, Oklahoma on, Monday, April 18, 2022 at 6:00 p.m., pursuant to notice duly posted as prescribed by law at 4:20 p.m. on April 14, 2022. Mayor Bolt presided and Miss Ada Hardwick called the meeting to order. Upon roll call, the following members were in attendance.

Ed Bolt
Mayor

Daniel Matthews Commissioner Ward 1	Cami Engles 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 Flood

FLAG SALUTE

AGENDA ITEM NO. 1: Presentation of Certificate of Recognition of 2021-2022 Women's Basketball Ron Lenz – National Player of the Year.

Mayor Bolt presented Miss Makyra Tramble with the Certificate of Recognition of 2021-2022 Women's Basketball Ron Lenz – National Player of the Year.

AGENDA ITEM NO. 2: Presentation of Certificate of Recognition for the Gordon Cooper Technology Center – Robotics Team.

Mayor Bolt presented Gordon Cooper Technology Center Assistant Superintendent Roger Farris with the Certificate of Recognition for the Gordon Cooper Technology Center – Robotics Team.

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

Mr. Rob Morris spoke regarding the Shawnee Twin Lakes, the Love Your Block program, and the Homeless Initiative program.

Mr. Rick Young spoke regarding the city-wide clean-up efforts. He also thanked the City Commission for their civic participation.

AGENDA ITEM NO. 4: Consider approval of Consent Agenda:

a. Acknowledge staff will proceed in the instant meeting with the opening and consideration of bids as set forth in Agenda Item No. 14.

b. Minutes from the April 4, 2022 regular meeting.

c. Acknowledge the following minutes and reports:

- Planning Commission Minutes from the March 2, 2022 regular meeting
- License Payment Report for March 2022
- Project Payment Report for March 2022

d. Mayor's Appointments:

Shawnee Beautification, Parks, and Recreation Committee

Zach Foster 1st Full Term Expires: May 1, 2025
Appointment to newly created board

Ian Hayes 1st Full Term Expires: May 1, 2025
Appointment to newly created board

Sherry Lankford 1st Full Term Expires: May 1, 2026
Appointment to newly created board

Sue Nelson 1st Full Term Expires: May 1, 2026
Appointment to newly created board

Chad Payn 1st Full Term Expires: May 1, 2026
Appointment to newly created board

A motion was made by Commissioner Matthews, seconded by Vice Mayor Rutherford, to approve Consent Agenda Item Nos. 4(a-d). Motion carried 7-0.

AYE: Matthews, Rutherford, Sehorn, Salter, Engles, Flood, Bolt
NAY: None

AGENDA ITEM NO. 5: Presentation by Animal Control to present the Pet of the Week.

Animal Control Officers Brandi Spoon and Shelby Bowen introduced Luke, a one-year-old male canine. The Animal Shelter currently has twenty-one (21) dogs and ten (10) cats.

AGENDA ITEM NO. 6: Mayor's Proclamations:

"Loyalty Day"
May 1, 2022

Ms. Barbara White accepted the Mayor's Proclamation for "Loyalty Day" from Mayor Bolt.

"Arbor Day"
April 29, 2022

Distribution and Collection Superintendent, Shane Lomeli, accepted the Mayor's Proclamation for "Arbor Day" from Mayor Bolt.

"Better Speech, Hearing, and Language Month"
May 2022

Dr. Calyn Russ, Dr. Kurt Kalies, and Ms. Lani Kalies accepted the Mayor's Proclamation for "Better Speech, Hearing, and Language Month" from Mayor Bolt.

AGENDA ITEM NO. 7: Presentation of the Fiscal Year 2020-2021 Annual Comprehensive Financial Report and Single Audit Report.

Assistant Finance Director Jacob Bussell introduced Mr. Kency Duarte, CPA with Arledge and Associates. Mr. Duarte reported an unmodified opinion was given for both the Annual Comprehensive Financial Report and Single Audit Report. There were no findings for the current year and all previous findings have been corrected.

AGENDA ITEM NO. 8: Consideration of an appointment of a City Commissioner to the Beautification, Parks, and Recreation Committee.

City Manager Andrea Weckmueller-Behringer provided a staff report.

A motion was made by Commissioner Flood, seconded by Vice Mayor Rutherford, to approve the appointment of City Commissioner Flood to serve on the Beautification, Parks, and Recreation Committee. Motion carried 6-0-1.

AYE: Rutherford, Sehorn, Salter, Matthews, Engles, Bolt
NAY: None
ABSTAIN: Flood

AGENDA ITEM NO. 9: Consideration of a contract from Smith Roberts Baldischwiler, LLC (SRB) for owner's representative inspection services for Kid's Space Park.

City Engineer Seth Barkhimer explained an on-site inspector is necessary for the Kid's Space Park projects approved at the previous City Commission meeting. Staff is requesting the approval of the contract with Smith Robert Baldischwiler, LLC to act as the owner's representative for the life of the construction project.

A motion was made by Commissioner Sehorn, seconded by Vice Mayor Rutherford, to approve a contract from Smith Roberts Baldischwiler, LLC (SRB) for owner's representative inspection services for Kid's Space Park. Motion carried 7-0.

AYE: Sehorn, Rutherford, Salter, Matthews, Engles, Flood, Bolt
NAY: None

AGENDA ITEM NO. 10: Consideration of alterations to the Highland Street corridor traffic operation.

City Engineer Seth Barkhimer explained the traffic signals along Highland Street from Beard Avenue to Union Avenue are routinely impacted by vehicle crashes. A traffic signal warrant analysis was conducted for the three intersections in this area to determine if signalization was warranted. Based upon investigation, signalization is not warranted at any of the three intersections. Staff recommends beginning the process of removal of the traffic signals, and installation of all-way stop control at each intersection per the study's recommendation. The Oklahoma Department of Transportation (ODOT) is also in support of this action.

A motion was made by Commissioner Matthews, seconded by Commissioner Engles, to accept Staff's recommendation to begin removal of traffic signals at Beard Avenue, Broadway Avenue, Union Avenue on Highland Street and install four-way stop signs. Motion carried 7-0.

AYE: Matthews, Engles, Flood, Bolt, Rutherford, Sehorn, Salter
NAY: None

AGENDA ITEM NO. 11. Consideration of adoption of Policies and Procedures Manual for the Emergency Solution Grant (CV) Program.

Community Development Director Rian Harkins provided a staff report. He explained the Homeless Program Policies and Procedures are related to the Emergency Solutions Grand (ESG-CV). The Policies and Procedures are also a requirement of the Oklahoma Department of Commerce.

A motion was made by Commissioner Flood, seconded by Commissioner Matthews, to approve the adoption of the Policies and Procedures Manual for the Emergency Solution Grant (CV) Program. Motion carried 7-0.

AYE: Flood, Matthews, Engles, Bolt, Rutherford, Sehorn, Salter
NAY: None

AGENDA ITEM NO. 12.

Public hearing and consideration of an ordinance to rezone property located at 1717 East Remington Street from R-1 (Single-Family Residential District) to R-1 (Single-Family Residential District) with a Conditional Use Permit (CUP). Case No. CUP03-22, Applicant: Steven and Gloria Barnett.

Community Development Director Rian Harkins explained the applicants were not present at the April Planning Commission meeting. He advised that it is the Planning Commission and Staff's recommendation to defer the item to the May 16, 2022 City Commission meeting to allow the applicants to attend the May Planning Commission meeting.

A motion was made by Vice Mayor Rutherford, seconded by Commissioner Engles, to defer the item to the May 16, 2022 City Commission meeting. Motion carried 7-0.

AYE: Rutherford, Engles, Flood, Bolt, Sehorn, Salter, Matthews
NAY: None

AGENDA ITEM NO. 13.

Public hearing and consideration of an ordinance to rezone property located at 1015 North McKinley Avenue from R-1 (Single-Family Residential District) to R-3 (Multifamily Residential District). Case No. RZ03-22, Applicant: Theresa Nicoletto.

Community Development Director Rian Harkins provided a staff report. He advised that Staff and the Planning Commission recommend approval of the rezoning.

Mayor Bolt declared a public hearing in session to consider an ordinance rezoning property located at 1015 North McKinley Avenue from R-1 (Single-Family Residential District) to R-3 (Multifamily Residential District). Ms. Eve Ledbetter appeared in favor of said rezoning. No one appeared against said rezoning. The public hearing was closed.

A motion was made by Commissioner Engles, seconded by Commissioner Flood, to approve an ordinance to rezone property located at 1015 North McKinley Avenue from R-1 (Single-Family Residential District) to R-3 (Multifamily Residential District).

Ordinance No. 2755NS was introduced.

AN ORDINANCE CONCERNING THE ZONING CLASSIFICATION OF THE FOLLOWING DESCRIBED PROPERTY LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA, TO-WIT: LOTS THREE (3) AND FOUR (4), BLOCK EIGHT (8), DEXTER'S SECOND ADDITION, TO THE CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF. LESS AND EXCEPT A TRACT OF LAND 10 FEET BY 15 FEET SITUATED IN THE NORTHEAST CORNER OF SAID LOT 4, MORE PARTICULARLY DESCRIBED AS BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 4; THENCE WEST 10 FEET; THENCE SOUTH 15 FEET; THENCE EAST 10 FEET; THENCE NORTH 15 FEET TO THE POINT OF BEGINNING; FROM ZONING CLASSIFICATION R-1 (SINGLE FAMILY RESIDENTIAL DISTRICT) TO R-3 (MULTIFAMILY RESIDENTIAL DISTRICT) AND AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SHAWNEE ACCORDINGLY.

Motion carried 7-0.

AYE: Engles, Flood, Bolt, Rutherford, Sehorn, Salter, Matthews
NAY: None

Ordinance No. 2755NS was adopted by the City Commission.

AGENDA ITEM NO. 14: Consider Bids:

a. 504 South Kickapoo Street, Shawnee, Oklahoma (Open)

BIDDER	**AMOUNT**
South Central Industries, Inc. Shawnee, Oklahoma	$18,500.00

City Engineer Seth Barkhimer announced that one (1) bid was received. Mr. Barkhimer recommended the bid award to be deferred to a future City Commission meeting.

A motion was made by Commissioner Matthews, seconded by Vice Mayor Rutherford, to defer the bid award to a future City Commission meeting. Motion carried 7-0.

AYE: Matthews, Rutherford, Sehorn, Slater, Engles, Flood, Bolt
NAY: None

AGENDA ITEM NO. 15: Acknowledge monthly Sales Tax and Budget Reports

Assistant Finance Director Jacob Bussell reported sales tax is up $2,931,140.00, or 16.17%, over the projected budget year-to-date. He stated that use tax collections are up approximately $535,866.00, or 25.56%, over the projected budget year-to-date.

AGENDA ITEM NO. 16: 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. 17: Commissioners Comments

Commissioner Matthews spoke regarding the Gordon Cooper Technology Center Robotics Team, the annual financial and audit reports, and sales tax revenue.

Commissioner Engles spoke regarding the zebra mussels found in the Shawnee Twin Lakes. She also thanked Dr. Calyn Russ.

Commissioner Flood spoke regarding the Gordon Cooper Technology Center Robotics Team, the zebra mussels found in the Shawnee Twin Lakes, the Citywide clean-up event, and the Love Your Block program.

Vice Mayor Rutherford spoke regarding the sales tax report and the owner's representative for Kid's Space construction project.

Commissioner Sehorn spoke regarding the sales tax report, the annual audit, and events taking place around town.

Commissioner Salter spoke regarding the audit and street repair.

Mayor Bolt spoke regarding the audit, the Gordon Cooper Technology Center Robotics Team, the Love Your Block program, and the point in time count regarding the Homeless program.

AGENDA ITEM NO. 18: Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (7:20 p.m.)

THE CITY OF SHAWNEE ★ SEAL ★ OKLAHOMA

ED BOLT, MAYOR

ATTEST:

Lisa Lasyone

LISA LASYONE, CMC, CITY CLERK