BOARD OF CITY COMMISSIONERS PROCEEDINGS
APRIL 18, 2016 AT 6:30 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, 9th and Broadway, Shawnee, Oklahoma, Monday, April 18, 2016 at 6:30 p.m., pursuant to notice duly posted as prescribed by law. Mayor Mainord presided and called the meeting to order. Upon roll call, the following members were in attendance.

Wes Mainord
Mayor

Vacant Commissioner Ward 1	Linda Agee Commissioner Ward 2
James Harrod Commissioner Ward 3-Vice Mayor	Keith Hall Commissioner Ward 4
Lesa Shaw Commissioner Ward 5	Micheal Dykstra Commissioner Ward 6

ABSENT: None

INVOCATION — The Lord's Prayer

FLAG SALUTE — Led by Vice Mayor Harrod

By the power of the Chair, Agenda Item No. 4 was moved prior to Agenda Item No. 1.

AGENDA ITEM NO. 4: Introduction of Shawnee 2016 student/teacher delegation for exchange trip to Nikaho, Japan.

ADULT DELEGATES
Kelli Tatom, Teacher, Shawnee Middle School
Jessica Brown, Chairman, Teacher, Shawnee Middle School

STUDENT DELEGATES
Baylor Brannan, Shawnee Middle School
Kaydyn Drummond, Shawnee Middle School
Andie Hadley, Shawnee Middle School
Hanaa Saidi, Shawnee Middle School
Olivia Stobbe, Shawnee Middle School
Emily Lincicome, Grove Middle School
Mackenzie Steele, Grove Middle School
Ella Swantek, Grove Middle School

Teacher Delegate Kelli Tatom, introduced Jessica Brown, Sister Cities Chairman. Ms. Brown introduced each of the student delegates.

At this time, Commissioner Shaw made a motion to remove Agenda Item No. 9 from consideration at this meeting due to the decision of the Planning Commission to defer it at their April 6th meeting. City Attorney Joe Vorndran advised that the item could not be removed from the City Commission Agenda but could be deferred. Agenda Item No. 9 was then considered by the Commission.

<u>AGENDA ITEM NO. 9:</u> Public hearing and consideration of an ordinance to rezone property located at 1500 East Independence Street from R-1; Single Family Residential to PUD; Planned Unit Development. Case No. P03-16; Applicant: The Landrun Group, LLC (Deferred by Planning Commission to May 4, 2016 meeting)

A motion was made by Commissioner Shaw, seconded by Commissioner Dykstra, to defer the ordinance rezoning property located at 1500 East Independence Street from R-1; Single Family Residential to PUD; Planned Unit Development until after the Planning Commission meeting. Motion carried 6-0.

AYE: Shaw, Dykstra, Agee, Harrod, Mainord, Hall
NAY: None

<u>AGENDA ITEM NO. 1:</u> 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, 2016 regular meeting.

c. Acknowledge the following reports and minutes:
- License Payment Report for March 2016
- Project Payment Report for March 2016
- Shawnee Urban Renewal Authority Minutes from January 5, 2016 meeting
- Shawnee Civic and Cultural Development Authority Minutes from February 18, 2016 meeting
- Planning Commission Minutes from March 2, 2016 meeting

d. Mayor's Appointments

Shawnee Urban Renewal Authority

Stephen Rice	1st Partial Term	Expires 02/02/2018
Replaces Wayne Jackson – Resigned		
Renee Wortham	1st Full Term	Expires 02/02/2019
Replaces Patty Nida – Termed Out		

e. Acknowledge Workers Compensation Settlement – Greg Price

f. Authorize staff to advertise for bids for the Rehab Concrete Streets Maintenance Contract.

g. Authorize staff to advertise for bids the A.D.A. Handicap Ramps Project.

A motion was made by Commissioner Dykstra, seconded by Commissioner Hall, to approve the Consent Agenda Item Nos. 1 (a-g). Motion carried 6-0.

AYE: Dykstra, Hall, Shaw, Agee, Harrod, Mainord
NAY: None

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

There was no Citizens Participation.

AGENDA ITEM NO. 3: Presentation by City Manager to Employee of the Month, Geoff Garner, Operations Department.

Geoff Garner was not present to accept the Employee of the Month Certificate presented by City Manager Justin Erickson.

AGENDA ITEM NO. 5: Consider a resolution declaring real property known as Lot 5 and Lot 6, Yahgnee Addition as surplus, authorizing staff to solicit sealed bids to sell the property and set a minimum bid.

Resolution No. 6509 was introduced.

A RESOLUTION DECLARING CERTAIN REAL PROPERTY LOCATED AT LOTS 5 AND 6, YAHGNEE ADDITION SURPLUS AND NO LONGER NEEDED FOR CITY PURPOSES; DESCRIBING SAID PROPERTY; AND AUTHORIZING STAFF TO ADVERTISE FOR SEALED BIDS FOR THE SALE OF SAID PROPERTY.

City Manager Justin Erickson stated that this property was discussed at the March 25, 2016 workshop with the Commissioners. He stated there are three options to sell the property: (1) public auction; (2) sealed bids; and (3) open market. Staff suggested to solicit sealed bids.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Agee, to approve a resolution declaring real property known as Lot 5 and Lot 6, Yahgnee Addition as surplus, authorizing staff to solicit sealed bids to sell the property and set a minimum bid of $300,000.00. Motion carried 6-0.

AYE: Harrod, Agee, Mainord, Hall, Shaw, Dykstra
NAY: None

AGENDA ITEM NO. 6: Consider funding request by the Shawnee Veterans Memorial Committee to complete the Veterans Memorial in Woodland Veterans Park.

Mr. Bill Ford stated that the requested funds are to purchase granite panels to complete the last remaining item for the Veterans Memorial. These panels will include all of the names of veterans who lost their lives during service since the

Spanish-American War. He requested $30,000.00 matching funds from the City this fiscal year and $30,000.00 matching funds for the next fiscal year.

City Manager Justin Erickson stated that the City does have adequate funds for this project. Mr. Erickson also stated that the City has tentative budget room to reserve $30,000.00 for the next fiscal year. Vice Mayor Harrod said that he would like to set aside $30,000.00 for next fiscal year's budget. City Attorney Vorndran advised that the City could not ear-mark funds for next fiscal year.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Agee, to award $30,000.00 to the Shawnee Veterans Memorial Committee for purchase of the granite panels. Motion carried 6-0.

AYE: Harrod, Agee, Mainord, Hall, Shaw, Dykstra
NAY: None

AGENDA ITEM NO. 7: Consideration of approval of a Preliminary Plat for Timbers Park, a re-plat of Block 12, the Timbers Addition, located at Oaktree Court and Bent Tree Road. Case No. S07-16 Applicant: The Landrun Group, LLC.

A staff report was given by Justin DeBruin, Community Development Director, regarding both Agenda Item Nos. 7 and 8. Mr. DeBruin stated that there was possibly some confusion by the Planning Commission regarding piping that had been laid. He had learned after the Planning Commission meeting that installation of the pipes had been approved. He stated that staff had no objection for approval of both the preliminary and final plats with the conditions.

A motion was made by Commissioner Agee, seconded by Vice Mayor Harrod, to approve a Preliminary Plat for Timbers Park, a re-plat of Block 12, the Timbers Addition, located at Oaktree Court and Bent Tree Road, with the following conditions:

1. Provide the property boundary for the Preliminary Plat.
2. Submittal and approval of sanitary sewer plans by the City Engineer.
3. Submittal and approval of drainage/detention plans by the City Engineer.
4. All other applicable City standards apply.

Motion carried 5-1.

AYE: Agee, Harrod, Mainord, Hall, Dykstra
NAY: Shaw

AGENDA ITEM NO. 8: Consideration of approval of a Final Plat for Timbers Park, a re-plat of Block 12, the Timbers Addition, located at Oaktree Court and Bent Tree Road. Case No. S08-16 Applicant: The Landrun Group, LLC.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Agee, to approve a Final Plat for Timbers Park, a re-plat of Block 12, the Timbers Addition, located at Oaktree Court and Bent Tree Road, with the following conditions:

1. Present Lot 5 as a Common Area, instead of as a lot.
2. Final construction documents must be approved by the City Engineer prior to construction.
3. The final engineered drainage plan must be approved by the City Engineer prior to construction.
4. All other applicable City standards apply.

Motion carried 5-1.

AYE: Harrod, Agee, Mainord, Hall, Dykstra
NAY: Shaw

AGENDA ITEM NO. 10: Discussion, consideration and possible action to authorize staff to enter into a contract to remodel the Emergency Operations Center (EOC).

A staff report was given by Emergency Management Director Don Lynch regarding the remodel of the EOC. Mr. Lynch stated that the EOC is in need of remodeling, including new flooring, wallboard, and the removal of two walls. He reported that the lowest estimate he received on the project was over the City Manager's spending authority.

A motion was made by Commissioner Dykstra, seconded by Commissioner Hall, to authorize staff to enter into a contract with Advanced Maintenance Company in the amount of $24,840.00 with flooring to be purchased separately. Motion carried 6-0.

AYE: Dykstra, Hall, Shaw, Agee, Harrod, Mainord
NAY: None

AGENDA ITEM NO. 11: Discussion, consideration and possible action to approve a Budget Amendment for remodel of the Emergency Operations Center (EOC).

A motion was made by Vice Mayor Harrod, seconded by Commissioner Hall, to approve a Budget Amendment for remodel of the Emergency Operations Center. Motion carried 6-0.

AYE: Harrod, Hall, Shaw, Dykstra, Agee, Mainord
NAY: None

AGENDA ITEM NO. 12: Acknowledge Sales Tax Report received April 2016.

Cynthia Arnold, Finance Director, reported that April sales tax collected this month was $1,552,529.00, which is up $126,078.00 or 8.84% from 2015. Ms. Arnold also gave financial overview and answered questions from the Commission.

AGENDA ITEM NO. 13: Discussion and possible action concerning health care options for City employees.

Finance Director Cynthia Arnold provided a staff report regarding the health insurance and the increases in premiums. Mr. Dustin Brand with Insurica explained the bids received from various insurance providers in detail. Both Ms. Arnold and Mr. Brand answered questions from the Commissioners. Staff reported the Insurance Work Group recommended staying with the current insurance provider, BlueCross BlueShield which is 6.2% increase from the previous year. Staff requested that the Commission approve the employees paying one-half of the increase and the City paying the other one-half for the BlueCross BlueShield insurance increase. The employees would be responsible for the entire premiums on the other insurances, including vision, dental and life.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Hall, to accept the BlueCross BlueShield's proposal, the City to pay half of the health insurance increase (3.1%) and accept Staff's recommendation on the other insurances, including vision, dental and life. Motion carried 5-1.

AYE: Harrod, Hall, Dykstra, Agee, Mainord
NAY: Shaw

AGENDA ITEM NO. 14: Consider Bids:

a. Union Street Sidewalk Projects, Contract No. COS-PW-15-01 (Open)

BIDDER	AMOUNT	ADD ALT.
Rudy Construction Co. Oklahoma City, OK	$272,074.00	$37,200.00
S&J Construction Specialists, LLC Sapulpa, OK	$285,818.50	$42,500.00
Parathon Construction, LLC Edmond, OK	$152,701.00	$35,500.00
C-P Integrated Services Inc. Oklahoma City, OK	$177,940.75	$43,244.82

City Engineer John Krywicki, read four (4) bids into the record and requested that the bid award be deferred to the next City Commission meeting on May 2, 2016, to allow staff to review the bids and check references.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Hall, to defer the bid award to the May 2, 2016 City Commission meeting. Motion carried 6-0.

AYE: Harrod, Hall, Shaw, Dykstra, Agee, Mainord
NAY: None

b. Auditorium HVAC Project (Open)

BIDDER	AMOUNT
Hardesty Team, Oklahoma City, OK	$643,096.00
Deductive Alternate – Brick Screen Wall	$ -55,000.00
Voluntary Alternate – DOAS-1 Equipment: (optional)	$ N/A
Voluntary Alternate – VRF Equipment: (optional)	$ N/A
Additive Alternate – New LED Lighting:	$ 49,772.00
Additive Alternate – New Ceiling Tiles:	$ 75,868.00

Jim Cooley Construction LLC, Oklahoma City, OK	$516,700.00
Deductive Alternate – Brick Screen Wall	$ -18,900.00
Voluntary Alternate – DOAS-1 Equipment: (optional)	$ -6,000.00
Voluntary Alternate – VRF Equipment: (optional)	$ -500.00
Additive Alternate – New LED Lighting:	$ 38,000.00
Additive Alternate – New Ceiling Tiles:	$ 25,375.00

Director of Operations James Bryce, read two (2) bids into the record and requested that the bid award be deferred to the next City Commission meeting on May 2, 2016, to allow staff to review the bids and check references.

A motion was made by Commissioner Shaw, seconded by Commissioner Agee, to defer the bid award to the May 2, 2016 City Commission meeting. Motion carried 6-0.

AYE: Shaw, Agee, Harrod, Mainord, Hall, Dykstra
NAY: None

AGENDA ITEM NO. 15: New Business (Any matter not known about or which could not have been reasonably foreseen prior to the posting of the agenda)

There was no New Business.

AGENDA ITEM NO. 16: Commissioners Comments

Commissioner Dykstra asked about the City's plan to eradicate mosquitoes this summer. City Manager Justin Erickson stated that he will look into the current plan and provide more information at the next City Commission meeting.

Commissioner Shaw said that she has been attending the Planning Commission meetings and is very impressed with how they conduct their meetings. Ms. Shaw also stated that she appreciates the City Planner and Planning Staff. She suggested the Planning Commission look into issue of placement of weather sirens near neighborhoods.

Commissioner Shaw stated that she would like to revisit and have further discussion regarding the Bryan Street Interchange.

Vice Mayor Harrod advised citizens to contact the City Manager or Engineering Department with any questions regarding the Streetscape project downtown.

Mayor Mainord congratulated Boom-a-rang Restaurant for being rated number one in Oklahoma and encouraged citizens to visit the downtown location in spite of the construction.

Mayor Mainord also congratulated Gordon Cooper Technology Center on their robotics program and recently winning a state competition and going on to compete nationally.

AGENDA ITEM NO. 17: Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (7:51 p.m.)

THE CITY OF SHAWNEE SEAL OKLAHOMA

Wes Mainord

WES MAINORD, MAYOR

ATTEST:

Lisa Lasyone

LISA LASYONE, DEPUTY CITY CLERK