

AGENDA
BOARD OF CITY COMMISSIONERS
April 2, 2018 AT 6:00 P.M.
COMMISSION CHAMBERS AT CITY HALL
SHAWNEE, OKLAHOMA

CALL TO ORDER

DECLARATION OF A QUORUM

INVOCATION

FLAG SALUTE

All motions will be made in the affirmative. The fact that a commissioner makes or offers a second to a motion does not mean that the commissioner must vote in favor of passage.

1. Consider approval of Consent Agenda:
 - a. Minutes from the March 19, 2018 regular meeting.
 - b. Mayor's Appointments

<u>Contract Review Committee</u>		
Ken McDowell	1 st Full Term	Expires 01/01/2021
<i>Appointment to New Committee</i>		
Ray Belford	1 st Full Term	Expires 01/01/2021
<i>Appointment to New Committee</i>		
Mayor Richard Finley		
<i>Appointment to New Committee by Position</i>		
Vice Mayor James Harrod		
<i>Appointment to New Committee by Position</i>		
 - c. Budget Amendment – Fund 302
To amend the budget for Avedis Foundation money for sidewalks.
 - d. Budget Amendment – Fund 104
To amend the budget for Shawnee Economic Development Foundation (SEDF) additional money for merger – approved February 20, 2018.
 - e. Budget Amendment – Fund 302
To amend the budget for insurance money for damages to traffic signals.
 - f. Authorizing City Manager to sign an agreement with Crawford and Associates for accounting, financial management, and consulting services for FY 2018-2019.

2. Citizens Participation

(A three minute limit per person)
(A twelve minute limit per topic)
3. Mayor's Proclamations:

“National Public Safety Telecommunications Week”
April 8-14, 2018

“Fair Housing Month”
April 2018
4. Presentation of Annual Report by Visit Shawnee, Inc. (VSI).
5. Consider and take action with respect to an ordinance of the City of Shawnee, Oklahoma, relating to the imposition of a city excise tax (sales tax) of one half of one percent (0.5%) (in addition to any and all other excise taxes now in force) to be levied upon the gross proceeds or gross receipts derived from all sales taxable under the Oklahoma sales tax code; providing for the use of the proceeds of said excise tax; providing for the effective date and termination date of said excise tax; providing for no repeal of tax; providing for subsisting state permits; providing for payment of tax; providing that the tax is in addition to taxes currently levied; incorporating certain provisions of prior city ordinances; providing for amendments to this ordinance; providing that the provisions of this ordinance are cumulative and in addition to any and all taxing provisions of other city ordinances; providing for severability of provisions; and containing other provisions related thereto.
6. Consider and take action with respect to an ordinance authorizing the calling and holding of a special election in the City of Shawnee, state of Oklahoma (the "City"), on the 26th day of June, 2018, for the purpose of submitting to the registered qualified electors of said city the question of approval or rejection of ordinance No. 2633NS of the city relating to a one half of one percent (0.5%) excise tax (sales tax), in addition to all present city, county and state excise taxes, with the proceeds of said tax to be used to fund capital expenditures for the use and benefit of the city, or debt service in connection with capital expenditures, as more specifically set out in ordinance No. 2633NS of said city; declaring an emergency; and containing other provisions related thereto.
7. Discussion and consideration of a capital improvement project list.
8. Consideration of a resolution updating the City Fee Schedule by: (1) setting the water rates for residential and commercial use, both inside and outside the city limits, pursuant to subsections (a) and (b), Section 26-26, Article II, Chapter 26 of the Code of the City of Shawnee; and (2) setting the sanitary sewer rates for residential and commercial use, both inside and outside the city limits, pursuant to sub-sections (b) and (c), Section 26-27, Article II, Chapter 26 of the Code of the City of Shawnee; and providing for the re-adoption of the City Fee Schedule in whole. (*Part of recodification completed in 2017; does not raise current rates.*)
9. New Business

(Any matter not known about or which
could not have been reasonably
foreseen prior to the posting of the
agenda)

10. Commissioners Comments
11. Consideration and possible action to enter into Executive Session for the purpose of discussing City of Shawnee v. Modern Oil Co., Pottawatomie County District Court No. CV 2011-70, as authorized by 25 O.S. §307 (B)(4).
12. Consideration and possible action to enter into Executive Session for confidential communications with legal counsel regarding a pending claim, upon the advice of legal counsel that public disclosure would seriously impair the ability of the City to process the claim in the public interest as authorized by 25 O.S. §307(B)(4).
13. Consider matters discussed in Executive Session regarding litigation in the case of City of Shawnee v. Modern Oil Co., Pottawatomie County District Court No. CV 2011-70, as authorized by 25 O.S. §307 (B)(4).
14. Consider matters discussed in Executive Session regarding confidential communications between the City and the City Attorney concerning a pending claim which the City, with the advice of the City Attorney, has determined that disclosure would seriously impair the ability to the City to process the claim in the public interest as authorized by 25 O.S. Section 307(B)(4).
15. Adjournment

Respectfully submitted

Phyllis Loftis, 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

1.a.

Meeting Date: 04/02/2018

Minutes

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Minutes from the March 19, 2018 regular meeting.

Attachments

Minutes

BOARD OF CITY COMMISSIONERS PROCEEDINGS
MARCH 19, 2018 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, 9th and Broadway, Shawnee, Oklahoma, Monday, March 19, 2018 at 6:00 p.m., pursuant to notice duly posted as prescribed by law. Mayor Finley presided and called the meeting to order. Upon roll call, the following members were in attendance.

Richard Finley
Mayor

Dub Bushong
Commissioner Ward 1

Ron Gillham
Commissioner Ward 2

Absent
Commissioner Ward 3-Vice Mayor

Darren Rutherford
Commissioner Ward 4

Absent
Commissioner Ward 5

Ben Salter
Commissioner Ward 6

ABSENT: James Harrod, Lesa Shaw

INVOCATION

Don Lynch,
Emergency Management Director

FLAG SALUTE

AGENDA ITEM NO. 1:

Consider approval of Consent Agenda:

- a. Minutes from the March 1, 2018 Special Call meeting and March 5, 2018 regular meeting.
- b. Acknowledge the following reports and minutes:
 - License Payment Report for February 2018
 - Project Payment Report for February 2018
 - Planning Commission Minutes from January 3, 2018 meeting
 - Shawnee Beautification Committee Minutes from January 18, 2018

- Shawnee Urban Renewal Authority Minutes from November 7, 2017
- c. Budget Amendment – Fund 601
Amend budget for refunds from the excess liability carriers on large settlements.
 - d. Budget Amendment – Fund 301
Amend budget for insurance money to replace a police vehicle that was totaled.
 - e. Authorize City Manager to terminate the agreement between the City of Shawnee and Visit Shawnee, Inc. effective June 30, 2018 in preparation for the annual community service contract review process.
 - f. Lake Lease Transfers:

TRANSFERS:
Lot 9 Eckel Tract, 15201 Eckel Road
From: Michael Violet and Kristen Pfenninger
To: Chad and Courtney Warmington
 - g. Acknowledge waiving Sections 8-431 and 8-434 of the Code of the City of Shawnee involving Garage Sale licenses and fees for the days of April 6-8, 2018.

A motion was made by Commissioner Gillham, seconded by Commissioner Rutherford, to approve Consent Agenda Item Nos. 1(a-g). Motion carried 5-0.

AYE: Gillham, Rutherford, Salter, Bushong, Finley

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, Michael Johnson, Parks Department.

Michael Johnson was present to accept the Employee of the Month Certificate presented by City Manager Justin Erickson.

AGENDA ITEM NO. 4:

Discussion, consideration, and possible action to approve an ordinance amending Ordinance No. 2606NS changing the name of the Shawnee Beautification Committee to Shawnee Community Beautification Committee; providing for severability, codification, and repealer; and providing for emergency.

Director of Operations James Bryce stated that the Shawnee Beautification Committee now has a full board of ten (10) citizen members. The Committee has developed a motto for the board and they believe that changing the name to Shawnee “Community” Beautification Committee sounded like it included a lot more people than the previous name. Staff recommends changing the name to Shawnee Community Beautification Committee.

A motion was made by Commissioner Gillham, seconded by Commissioner Salter, to approve an ordinance amending Ordinance No. 2606NS changing the name of the Shawnee Beautification Committee to Shawnee Community Beautification Committee; providing for severability, codification, and repealer.

Ordinance No. 2629NS was introduced.

AN ORDINANCE AMENDING ORDINANCE NO. 2606NS CHANGING THE NAME OF THE SHAWNEE BEAUTIFICATION COMMITTEE TO SHAWNEE COMMUNITY BEAUTIFICATION COMMITTEE; PROVIDING FOR SEVERABILITY, CODIFICATION, AND REPEALER; AND PROVIDING FOR EMERGENCY.

Motion carried 5-0.

AYE: Gillham, Salter, Bushong, Finley, Rutherford

NAY: None

Ordinance No. 2629NS was adopted by the City Commission.

A motion was made by Commissioner Rutherford, seconded by Commissioner Gillham, to approve emergency clause relating to Ordinance No. 2629NS. Motion carried 5-0.

AYE: Rutherford, Gillham, Finley, Salter, Bushong

NAY: None

AGENDA ITEM NO. 5:

Public hearing and consideration of an ordinance to rezone property located east of the intersection of Highland Street and Bryan Avenue from R-1; Single Family Residential District to PUD; Planned Unit Development. Case No. P01-18. Applicant: Landrun Group, LLC (*Deferred by the Planning Commission to the March 7, 2018 meeting. Deferred from the January 16, 2018 City Commission meeting.*)

Community Development Director Justin DeBruin gave a staff report. He stated that the proposed development would include sixteen lots on two acres. Staff considered three factors related to the rezoning: (1) the general zoning of the location; (2) the comprehensive plan for this particular location; and (3) Highland Street as a major arterial street in the area. A sixty-day deferral at the January 3, 2018 Planning Commission was given to allow the developer time to do the following: (1) allow the developer time to speak to property owners in the particular neighborhood and see if a resolution could be made; (2) allow the applicant an opportunity to resolve the City's concerns; and (3) to explore the general Country Club area and its conformance with subject use. Currently, none of these conditions have been met by the developer. At this time, Staff cannot recommend approval because the conditions were not met.

Mayor Finley declared a public hearing in session to consider an ordinance rezoning property from R-1; Single Family Residential District to PUD; Planned Unit Development for property located east of the intersection of Highland Street and Bryan Avenue. No one appeared in favor or against said rezoning. The public hearing was closed.

No motion was taken.

AGENDA ITEM NO. 6:

Public hearing and consideration of an ordinance to rezone property located at 7109 North Kickapoo Avenue from A-1; Rural Agricultural District to A-1; Rural Agricultural District with a Conditional Use Permit. Case No. P03-18, Applicant: Nelmon Brauning. *(Deferred by the Planning Commission to the March 7, 2018 meeting. Deferred from the January 16, 2018 City Commission meeting.)*

Community Development Director Justin DeBruin gave a staff report. He stated the applicant's intention at this time is that the property be utilized for flea market type use. Staff stated that they have recommended twelve (12) conditions to the rezoning. The main reason for the large amount of conditions is that since the City does not have a private property event permit requirement, Staff wanted to assure that everything that happens on-site complies with city, state and federal laws. Staff stated that four (4) of the twelve (12) conditions are: (1) an event plan and map would be required thirty (30) days prior to an event being hosted on-site; (2) events will be restricted to two (2) times per month and the conditional use permit will last for one (1) year from the date of Commission approval; (3) events shall be contained in the southwest most ten (10) acres of the land; and (4) events shall be limited to the weekend defined as Saturday and Sunday, with additional allowances at the discretion of the Planning Director. Staff recommends approval with the twelve (12) conditions.

Mayor Finley declared a public hearing in session to consider an ordinance rezoning property from A-1; Rural Agricultural District to A-1; Rural Agricultural District with a Conditional Use Permit for property located at 7109 North Kickapoo. Ms. Nelmon Brauning appeared in favor of said rezoning. Ms. Peggy Baker appeared against said rezoning. The public hearing was closed.

A motion was made by Commissioner Gillham, seconded by Commissioner Rutherford, to approve an ordinance to rezone property located at 7109 North Kickapoo Avenue from A-1; Rural Agricultural District to A-1; Rural Agricultural District with a Conditional Use Permit, with the following conditions:

1. Conditional Use Permit (CUP) approval shall be granted for one (1) year, to begin upon formal City Commission approval;
2. Hours of Operation shall be limited to 8:00 a.m. - 5:00 p.m.;
3. Events shall be restricted to two (2) per month;
4. Applicant must remove all trash immediately following each event;
5. All vendors shall be properly licensed and insured;

6. No event signs or placards shall be permanently posted;
7. Events must be accessible to persons with disabilities;
8. An event plan and map shall be submitted to the Planning Department for review thirty (30) days prior to events, which will include but not be limited to: parking, directional traffic arrows, restrooms, vendor locations, traffic control signage, etc. This is to ensure that public events are safe and well-planned. Such plan may be approved for a recurring event on multiple dates in the same year if no changes are made to the site plan or participants;
9. The CUP may be revoked if any of the following issues are identified by City Staff: fraud, misrepresentation, imminent threat to public health, safety and/or welfare; and
10. All local, state, and federal requirements shall be adhered to.
11. Events shall be contained to the south-west most ten (10) acres of land.
12. Events shall be limited to the weekend, defined as Saturday and Sunday, with additional allowances at the discretion of the Planning Director.

Ordinance No. 2630NS 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) (KNOWN AS THE WEST HALF OF THE SOUTHWEST) AND THE EAST HALF OF THE SOUTHWEST QUARTER (SW/4) OF SECTION NINETEEN (19), TOWNSHIP ELEVEN (11) NORTH, RANGE FOUR (4) EAST OF THE INDIAN MERIDIAN, POTTAWATOMIE COUNTY, OKLAHOMA. LESS AND EXCEPT A TRACT OF LAND DESCRIBED AS BEGINNING 691 FEET NORTH OF THE SOUTHWEST CORNER OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER (SW/C SW/4 SW/4) OF SECTION NINETEEN (19), TOWNSHIP ELEVEN (11) NORTH, RANGE FOUR (4) EAST, POTTAWATOMIE COUNTY, OKLAHOMA; THENCE 396 FEET EAST; THENCE 110 FEET NORTH, THENCE 396 FEET WEST, THENCE 110 FEET SOUTH TO THE POINT OF BEGINNING. LESS AND EXCEPT A TRACT OF LAND IN THE EAST HALF OF THE SOUTHWEST QUARTER (E/2 SW/4) OF SAID SECTION 19, DESCRIBED AS BEGINNING AT A POINT 556.20 FEET S89°20'28"W OF THE SOUTHEAST CORNER OF SAID E/2 SW/4; THENCE N00°20'27"E A DISTANCE OF 333.00 FEET; THENCE S89°20'29"W A DISTANCE OF 200.00 FEET; THENCE S00°20'27"W A DISTANCE OF 333.00 FEET TO THE SOUTH LINE OF SAID EAST HALF OF THE SOUTHWEST QUARTER; THENCE N89°20'28"E ALONG AND PARALLEL TO SAID SOUTH LINE A DISTANCE OF 200.00 FEET TO THE POINT OF BEGINNING. ACCORDING TO THE RECORDED PLAT THEREOF REZONING SAID PROPERTY FROM ZONING CLASSIFICATION A-1; RURAL AGRICULTURAL DISTRICT TO A-1; RURAL AGRICULTURAL DISTRICT WITH CONDITIONAL USE PERMIT AND AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SHAWNEE ACCORDINGLY.

Motion carried 5-0.

AYE: Gillham, Rutherford, Salter, Bushong, Finley

NAY: None

Ordinance No. 2630NS was adopted by the City Commission.

AGENDA ITEM NO. 7:

Public hearing and consideration of an ordinance to rezone property located at 2204 North Leo Avenue from R-1; Single Family Residential District to R-2; Combined Residential District. Case No. P04-18, Applicant: Marical Brothers Real Estate, LLC

Community Development Director Justin DeBruin gave a staff report. Staff recommends approval of this rezoning.

Mayor Finley declared a public hearing in session to consider an ordinance rezoning property from R-1; Single Family Residential District to R-2; Combined Residential District for property located at 2204 North Leo Avenue. No one appeared in favor or against said rezoning. The public hearing was closed.

A motion was made by Mayor Finley, seconded by Commissioner Gillham, to approve an ordinance to rezone property located at 2204 North Leo Avenue from R-1; Single Family Residential District to R-2; Combined Residential District.

Ordinance No. 2631NS 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: LOT THREE (3), BLOCK EIGHT (8), GOLDEN ACRES ADDITION, TO THE CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF REZONING SAID PROPERTY FROM ZONING CLASSIFICATION R-1; SINGLE FAMILY RESIDENTIAL DISTRICT TO R-2; COMBINED RESIDENTIAL DISTRICT AND AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SHAWNEE ACCORDINGLY.

Motion carried 5-0.

AYE: Finley, Gillham, Rutherford, Salter, Bushong,
NAY: None

Ordinance No. 2631NS was adopted by the City Commission.

AGENDA ITEM NO. 8:

Public hearing and consideration of an ordinance to rezone property located at 4900 North Harrison Avenue from C-3; Highway Commercial to PUD; Planned Unit Development. Case No. P05-18, Applicant: TLP Associated, Inc. *(Deferred by the Planning Commission to the April 4, 2018 meeting.)*

Community Development Director Justin DeBruin advised Agenda Item Nos. 8 and 9 refer to the same property and both were deferred by the Planning Commission to the April 4, 2018 meeting.

A motion was made by Commissioner Bushong, seconded by Commissioner Gilham, to defer this item to the April 16, 2018 City Commission meeting. Motion carried 5-0.

AYE: Bushong, Gillham, Salter, Finley, Rutherford

NAY: None

AGENDA ITEM NO. 9:

Consideration of approval of a Preliminary Plat for Shawnee Retail Center located at 4900 North Harrison Avenue. Case No. S03-18, Applicant: TLP Associated, Inc. *(Deferred by the Planning Commission to the April 4, 2018 meeting.)*

A motion was made by Commissioner Bushong, seconded by Commissioner Rutherford, to defer this item to the April 16, 2018 City Commission meeting. Motion carried 5-0.

AYE: Bushong, Rutherford, Salter, Gillham, Finley

NAY: None

AGENDA ITEM NO. 10:

Public hearing and consideration of an ordinance to rezone property located at 3900 North Union Avenue from A-1; Rural Agricultural District to R-3; Multi-Family Residential District. Case No. P06-18, Applicant: Nelmon Brauning.

Community Development Director Justin DeBruin explained this property is south of Shawnee Middle School on Union Avenue. The proposed use of this property is a multi-unit retirement community. Staff recommends approval of this item.

Mayor Finley declared a public hearing in session to consider an ordinance rezoning property from A-1; Rural Agricultural District to R-3; Multi-Family Residential District for property located at 3900 North Union Avenue. Ms. Nelmon Brauning appeared in favor of said rezoning. No one appeared against said rezoning and the public hearing was closed.

A motion was made by Commissioner Gillham, seconded by Commissioner Salter, to approve an ordinance to rezone property located at 3900 North Union Avenue from A-1; Rural Agricultural District to R-3; Multi-Family Residential District.

Ordinance No. 2632NS 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: A TRACT OF LAND LOCATED IN THE WEST HALF (W/2) OF SECTION SIX (6), TOWNSHIP TEN (10) NORTH, RANGE FOUR (4) EAST OF THE INDIAN MERIDIAN, POTTAWATOMIE COUNTY, OKLAHOMA, MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER (NE/C) OF THE NORTHWEST QUARTER (NW4/), OF SAID SECTION 6; THENCE S00°33'52" E A DISTANCE OF 2194.96 FEET TO THE POINT OF BEGINNING; THENCE S00°33'52" E A DISTANCE OF 451.90 FEET; THENCE S89°52'11" W A DISTANCE OF 456.68 FEET; THENCE S01°10'43" E A DISTANCE OF 304.90 FEET; THENCE N89°48'28" W A DISTANCE OF 203.00 FEET; THENCE N03°50'37" W A DISTANCE OF 304.50 FEET; THENCE S89°58'21" W A DISTANCE OF 645.98 FEET; THENCE N00°14'236" E A DISTANCE OF 452.96 FEET; THENCE N89°58'26 E A DISTANCE OF 1313.45 FEET TO THE POINT OF BEGINNING. AND A TRACT OF LAND LOCATED IN THE WEST HALF (W/2) OF SECTION SIX (6), TOWNSHIP TEN (10) NORTH, RANGE FOUR (4) EAST OF THE INDIAN MERIDIAN, POTTAWATOMIE COUNTY, OKLAHOMA, MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT A POINT 1528.95 FEET; S00°33'52" E OF THE NORTHEAST CORNER (NE/C) OF THE NORTHWEST QUARTER (NW4) OF SAID SECTION 6; THENCE S00°33'52" E A DISTANCE OF 666.01 FEET; THENCE S89°58'26" W A DISTANCE OF 1313.45 FEET; THENCE N00°14'26" E A DISTANCE OF 665.97 FEET; THENCE N89°58'26" E A DISTANCE OF 1304.09 FEET TO THE POINT OF BEGINNING FROM ZONING CLASSIFICATION A-1; RURAL AGRICULTURAL DISTRICT TO R-3; MULTI-FAMILY RESIDENTIAL DISTRICT AND AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SHAWNEE ACCORDINGLY.

Motion carried 5-0.

AYE: Gillham, Salter, Bushong, Finley, Rutherford
NAY: None

Ordinance No. 2632NS was adopted by the City Commission.

AGENDA ITEM NO. 11:

Public hearing and consideration of an ordinance to rezone property located at 2327 North Harrison Avenue from CP; Planned Shopping Center District to C-3; Highway Commercial District. Case No. P07-18, Applicant: Amerco Real Estate Company.

Community Development Director Justin DeBruin explained the applicant, Amerco Real Estate Company, is a subsidiary of U-Haul. Mr. DeBruin stated this is an adaptive reuse of the existing structure with no exterior changes. This establishment will include a show room, personal interior self-storage, and rental trailers, trucks, among other items. Staff does not see density increasing that would affect residents in the area; thus, Staff recommends approval of this item.

Mayor Finley declared a public hearing in session to consider an ordinance rezoning property from CP; Planned Shopping Center District to C-3; Highway Commercial District for property located at 2327 North Harrison Avenue.

Scott Brackin, Marketing Company President for U-Haul Company of Oklahoma, appeared and spoke in favor of said rezoning. Loree Hopkins, representing Hopkins Dental Clinic, Mike Johnson, Andrea Brown, Bill Haselwood and Beth Canaday appeared and spoke against said rezoning. The public hearing was closed.

City Manager Justin Erickson advised the Commission could defer action and get a more descriptive site plan from the applicant and allow them to offer certain concessions voluntarily that would be binding.

A motion was made by Mayor Finley, seconded by Commissioner Rutherford, to defer the item to the April 16, 2018 City Commission meeting. Motion carried 5-0.

AYE: Finley, Rutherford, Salter, Bushong, Gillham

NAY: None

AGENDA ITEM NO. 12:

Consideration of approval of a Preliminary Plat for Maple Development, LLC located on Shawnee Mall Drive, East of the BNSF Railroad Tracks. Case No. S04-18, Applicant: Sid and Javal, Inc. *(Deferred by the Planning Commission to the April 4, 2018 meeting.)*

Community Development Director Justin DeBruin advised Agenda Item No. 12 was deferred by the Planning Commission to the April 4, 2018 meeting.

A motion was made by Commissioner Rutherford, seconded by Commissioner Salter, to defer this item to the April 16, 2018 City Commission meeting. Motion carried 5-0.

AYE: Rutherford, Salter, Bushong, Gillham, Finley

NAY: None

AGENDA ITEM NO. 13:

Consideration of approval of a Preliminary Plat for First United Bank of Shawnee located at 2600 North Harrison Avenue. Case No. S05-18, Applicant: Mr. William Fahrendorf.

Community Development Director Justin DeBruin gave a staff report. He explained that the intent for this property was to be divided into two lots - the north lot is for First United Bank and the south lot is for general commercial enterprise. Staff recommends approval with conditions.

A motion was made by Commissioner Rutherford, seconded by Commissioner Gillham, to approve a Preliminary Plat for First United Bank of Shawnee located at 2600 North Harrison Avenue, with the following conditions:

1. Final construction documents must be approved by the City Engineer concurrent with Final Plat approval.
2. Any necessary drainage plans must be approved by the City Engineer concurrent with Final Plat approval.
3. All other applicable City standards apply.

Motion carried 5-0.

AYE: Rutherford, Gillham, Finley, Salter, Bushong

NAY: None

AGENDA ITEM NO. 14:

Discussion, consideration, and possible action of a resolution to formalize the Community Service Contract Review Committee.

A staff report was given by City Manager Justin Erickson.

Resolution No. 6559 was introduced.

A RESOLUTION ESTABLISHING THE CONTRACT REVIEW COMMITTEE FOR THE CITY OF SHAWNEE; SETTING FORTH VARIOUS PROVISIONS AND OFFICIAL DUTIES.

A motion was made by Commissioner Bushong, seconded by Commissioner Gillham, to approve a resolution to formalize the Community Service Contract Review Committee. Motion carried 5-0.

AYE: Bushong, Gillham, Finley, Rutherford, Salter

NAY: None

AGENDA ITEM NO. 15:

Acknowledge Sales Tax Report received March 2018.

Finance Director Cindy Arnold reported that February sales tax collected was \$1,308,463.00, which is down 4.56% from 2017. For the year, the City is up 1.12%, which is slightly below budget.

AGENDA ITEM NO. 16:

City Manager Report

City Manager Justin Erickson gave updates on the following:

- a. Website Redesign – Staff is currently putting the finishing touches on the website, and it should launch in approximately ten (10) days.
- b. Blue Zones Project – Blue Zones is hosting a bike tour on Monday, March 26th at 4:30 p.m. starting at First Christian Church, that is followed by a public forum.
- c. Comprehensive Plan – The consultants will be in town to meet with Staff and Blue Zones Representatives to hold a public forum.

AGENDA ITEM NO. 17:

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. 18:

Commissioners Comments

Commissioner Gillham thanked James Bryce and Justin Erickson for the improvements completed at the tennis courts at Shawnee High School and at Woodland Park.

Commissioner Bushong thanked the citizens and the individual with U-Haul for coming tonight and speaking. He wanted to reaffirm that their issues were heard and appreciated.

Commissioner Rutherford said he visited the 3rd Friday Night Block Party last week and had a great time. He also commented on the progress of Fire Station No. 2. Commissioner Rutherford said he registered his storm cellar online and wanted to encourage citizens to do the same.

Mayor Finley addressed Staff requesting that if they are aware of controversy between a developer and residents, that they encourage the developer to resolve any issues before presenting their plans to the Planning Director.

Mayor Finley stated that there will be a Comprehensive Plan Steering Committee and would request at least one other Commissioner to sit on it. He, as Mayor, will also be on the committee. He asked that if any of the Commissioners would like to volunteer, to speak with him.

RECESS CITY COMMISSION MEETING BY THE POWER OF THE CHAIR
TO CONVENE SHAWNEE AIRPORT AUTHORITY AND SHAWNEE
MUNICIPAL AUTHORITY (7:34 P.M.)

RECONVENE CITY COMMISSION MEETING BY THE POWER OF THE
CHAIR (7:35 P.M.)

AGENDA ITEM NO. 19:

Consideration and possible vote to enter into executive session to discuss the status of negotiations with the IAFF, Local No. 206 for a new Collective Bargaining Agreement for FY 2018-2019 and to discuss the City's last best offer in connection with the scheduled interest arbitration for a Collective Bargaining Agreement for FY 2017-2018 as authorized by 25 O.S. Section 307(B)(2).

A motion was made by Commissioner Rutherford, seconded by Commissioner Salter, to enter into executive session to discuss the status of negotiations with the IAFF, Local No. 206 for a new Collective Bargaining Agreement for FY 2018-2019 and to discuss the City's last best offer in connection with the scheduled interest arbitration for a Collective Bargaining Agreement for FY 2017-2018 as authorized by 25 O.S. Section 307(B)(2). Motion carried 5-0.

AYE: Rutherford, Salter, Bushong, Gillham, Finley

NAY: None

COMMISSION ENTERED INTO EXECUTIVE SESSION AT 7:35 P.M. WITH ALL MEMBERS PRESENT.

COMMISSION RECONVENED FROM EXECUTIVE SESSION AT 7:55 P.M. WITH ALL MEMBERS PRESENT.

AGENDA ITEM NO. 20:

Consideration and possible action on the items discussed in executive session regarding the status of negotiations with the IAFF, Local No. 206 for a new Collective Bargaining Agreement for FY 2018-2019 and to discuss the City's last best offer in connection with the scheduled interest arbitration for a Collective Bargaining Agreement for FY 2017-2018 as authorized by 25 O.S. Section 307(B)(2).

There was no action taken.

AGENDA ITEM NO. 21:

Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (7:55 p.m.)

RICHARD FINLEY, MAYOR

ATTEST:

LISA LASYONE, CMC
DEPUTY CITY CLERK

Regular Board of Commissioners**1.b.**

Meeting Date: 04/02/2018

Mayor's Appointments

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Mayor's Appointments

Contract Review Committee

Ken McDowell 1st Full Term Expires 01/01/2021
Appointment to New Committee

Ray Belford 1st Full Term Expires 01/01/2021
Appointment to New Committee

Mayor Richard Finley
Appointment to New Committee by Position

Vice Mayor James Harrod
Appointment to New Committee by Position

Attachments

McDowell

Belford



APPLICATION TO SERVE
Boards, Committees and Commissions

☐ Appointment
☒ Reappointment – Partial/First/Second Term

Name: <u>Ken McDowell</u>	Application Date: _____
Address: <u>510 Northridge</u>	Date of Birth: <u>2-13-53</u>
Mailing Address: <u>510 Northridge</u>	(Cell 420-4055)
Daytime Phone: <u>375-0266</u> Fax: <u>366-721-6216</u>	Email: <u>Kmcdowell@Firstam.com</u>
Profession: <u>Abstracter</u>	
Business Name: <u>First American</u>	
Business Address: <u>123 W. Highland</u>	
Business Phone: <u>375-0266</u> Fax: <u>366-721-6216</u>	Email: <u>Kmcdowell@Firstam.com</u>

Do you live within the City Limits of the City of Shawnee? Yes or No (please circle)

Do you currently serve on a City board, committee or commission? Yes or No (please circle)

If so, please list the board/committee: Contract Review

How many years have you lived in Shawnee? 42

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

☐ Airport Advisory Board ☐ Beautification Committee ☐ Board of Adjustment (Zoning) ☐ Civic and Cultural Development Authority ☐ Community Service Contracts Review Committee ☐ Housing Authority	☐ Library Board ☐ Oklahoma Baptist University Trust Authority ☐ Planning Commission ☐ Shawnee Hospital Authority ☐ Shawnee Urban Renewal Authority ☐ Traffic Commission ☐ Other <u>Contract Review</u>
---	---

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

give back to city

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

42 years of managing a business & spouse

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

Kenneth, Ashit, Food Bank

List education, including degree(s) earned:

BS Biology

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

Yes Planning Commission 10-12 years

Have you ever been charged and/or convicted of a felony? NO
If so, please explain the circumstances and the current status of the charge(s) and/or conviction(s):

Have you ever declared personal or business bankruptcy? NO
If so, please explain:

Please include up to three personal or professional references:

Name	Relationship	Telephone Number
<u>Mike Cliver</u>	<u>friend</u>	
<u>James Ward</u>	<u>Friend</u>	

PLEASE READ CAREFULLY:

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

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

Signature Ken McFarrell

Date 3/28/18

Revised April 4, 2017

Applications are retained on file for one (1) year. Applicants are encouraged to include a letter of interest with this application. Thank you for your interest in serving Shawnee.

Send completed application to:

Shawnee City Clerk
PO Box 1448
Shawnee OK 74802
Phone 405-878-1605
Fax 405-878-1581
llasyone@shawneeok.org

Revised April 4, 2017



APPLICATION TO SERVE
Boards, Committees and Commissions

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

Name: <u>Ray Belford</u>	Application Date: <u>3/28/2018</u>
Address: <u>16 Cedar Creek Dr.</u>	Date of Birth: <u>3/8/1946</u>
Mailing Address: <u>16 Cedar Creek Dr. Shawnee, OK 74804</u>	
Daytime Phone: <u>405-275-1519</u> Fax: <u>none</u>	Email: <u>raybelford@hotmail.com</u>
Profession: <u>CHURCH PASTOR</u>	
Business Name: <u>FIRST CHRISTIAN CHURCH (DISCIPLES OF CHRIST)</u>	
Business Address: <u>1625 N. BROADWAY SHAWNEE, OK 74804</u>	
Business Phone: <u>405-275-1519</u> Fax: <u>none</u>	Email: <u>raybelford@hotmail.com</u>

Do you live within the City Limits of the City of Shawnee? Yes or No (please circle)

Do you currently serve on a City board, committee or commission? Yes or No (please circle)

If so, please list the board/committee: _____

How many years have you lived in Shawnee? 70

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

☐ Airport Advisory Board ☐ Beautification Committee ☐ Board of Adjustment (Zoning) ☐ Civic and Cultural Development Authority ☒ Community Service Contracts Review Committee ☐ Housing Authority	☐ Library Board ☐ Oklahoma Baptist University Trust Authority ☐ Planning Commission ☐ Shawnee Hospital Authority ☐ Shawnee Urban Renewal Authority ☐ Traffic Commission ☐ Other _____
--	--

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

I HAVE ALWAYS BELIEVED IN GIVING MY TIME TO CHARITABLE AND PUBLIC SERVICE. ALSO, I WAS ASKED.

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

I AM A FORMER CITY COMMISSIONER. I AM A RETIRED CPA WITH MORE THAN 25 YEARS AS A CORP. OFFICER. I ALSO HAVE AN MBA AND WAS AN ASSISTANT PROFESSOR OF FINANCE AND MANAGEMENT AT OKLAHOMA CITY UNIVERSITY

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

SERVE ON ADVISORY COUNCIL OF SAWYER ARMY BOYS/GIRLS CLUB. SERVE ON FAMILY SUPPORT TASK FORCE AT YOUTH AND FAMILY RESOURCES. SERVED ON SEDF BOARD (NOW COMMITTEE)

ALSO PRESIDENT OF SHAWNEE MINISTERIAL ASSOCIATION

List education, including degree(s) earned:

BA IN ACCOUNTING - OBU - 1978
MBA FROM OCU - 1982

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

CITY COMMISSIONER 1974-1976
~~BOARD~~ BOARD OF ADJUSTMENT (DON'T REMEMBER YEARS - IN 90s)

Have you ever been charged and/or convicted of a felony?

No

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

Have you ever declared personal or business bankruptcy?

No

If so, please explain:

Please include up to three personal or professional references:

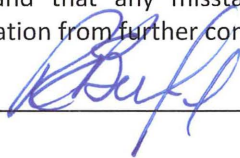
Name	Relationship	Telephone Number
ROBIN TALLEY	MY CURRENT BOARD CHAIR	405-585-9235
JULIO SANCHEZ	BOYS/GIRLS CLUB DIRECTOR	273-1470
NICK SHEPHERD	FRIEND & CHURCH MEMBER	275-2280

PLEASE READ CAREFULLY:

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

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

Signature



Date

3/28/2018

Revised March 22, 2018

Applications are retained on file for one (1) year. Applicants are encouraged to include a letter of interest with this application. Thank you for your interest in serving Shawnee.

Send completed application to:

Shawnee City Clerk
PO Box 1448
Shawnee OK 74802
Phone 405-878-1605
Fax 405-878-1581
CityClerk@shawneeok.org

Regular Board of Commissioners

1.c.

Meeting Date: 04/02/2018

Avedis Budget Amend.

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Budget Amendment – Fund 302

To amend the budget for Avedis Foundation money for sidewalks.

Attachments

Avedis Budget Amend

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	4150			Other Grant Revenue	9,936.00	417,510.00	427,446.00
				Total	-	417,510.00	417,510.00

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
302	5-0810-5420			Capital Outlay	970,000.00	417,510.00	1,387,510.00
					-	-	-
					970,000.00	417,510.00	1,387,510.00

Approved by the City Commission this
04/02/2018

Explanation of Budget Amendment:
Amend the budget for Avedis Foundation money
for sidewalks

Approved:

Mayor _____

Attest: _____

City Clerk _____

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

Regular Board of Commissioners

1.d.

Meeting Date: 04/02/2018

SEDF Budget Amend

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Budget Amendment – Fund 104

To amend the budget for Shawnee Economic Development Foundation (SEDF) additional money for merger – approved February 20, 2018.

Attachments

SEDF Budget Amend

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	3001			Fund Balance	157,001.00	(20,833.33)	136,167.67
				Total	157,001.00	(20,833.33)	136,167.67

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
104	5-1310-5339			Capital Outlay	60,000.00	20,833.33	80,833.33
					-	-	-
					60,000.00	20,833.33	80,833.33

Approved by the City Commission this
04/02/2018

Explanation of Budget Amendment:
To amend budget for SEDF additional money for
the merger - approved February 20th

Approved:

Mayor _____
Attest: _____

City Clerk _____

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

Regular Board of Commissioners

1.e.

Meeting Date: 04/02/2018

Traffic Budget Amend

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Budget Amendment – Fund 302

To amend the budget for insurance money for damages to traffic signals.

Attachments

Traffic Budget Amend

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

Regular Board of Commissioners

1.f.

Meeting Date: 04/02/2018

Crawford & Associates

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Authorizing City Manager to sign an agreement with Crawford and Associates for accounting, financial management, and consulting services for FY 2018-2019.

Attachments

Memo

Contract



Date: March 16, 2018

To: Mayor and Commissioners

From: Cynthia S. Arnold., Finance Director/Treasurer 

RE: Crawford and Associates Agreement

Staff is requesting approval for the City Manager to enter into a contract with Crawford and Associates for the period of one year starting July 1, 2018 ending June 30, 2019 for accounting and consulting services. Crawford and Associates have a history with Shawnee and they are a great resource for staff. The objective of the contract is to prepare the annual financial statements and assist when needed.

The fees are billed at an hourly rate as stated in the contract and the cost varies year to year based on the needs of the City.

Staff recommends approval.



March 6, 2018

Honorable Mayor and Members of the City Council
City of Shawnee
PO Box 1448
Shawnee, OK 74802-1448

To the Honorable Mayor and Members of the City Council:

Crawford & Associates, P.C. is pleased that the City of Shawnee (the City) continues to express its confidence in our firm and our state and local government expertise. We look forward to a continued long and successful relationship as an integral financial management resource to the City of Shawnee management and governing body.

We are prepared to provide a full range of accounting and consulting services to the City of Shawnee contingent upon approval of your management and/or governing body. The purpose of this engagement letter is to identify the scope of available services from Crawford & Associates, the specific initial services requested at this time, and to confirm the terms, objectives, and limitations of our engagement services.

Scope of Services

The scope of professional services that are available and can be provided to the City of Shawnee are outlined below under the heading *Scope of Available Services*. While this listing includes a range of services available from Crawford & Associates, the specific initial services requested to be provided at the current time are separately identified under the heading *Initial Services Requested*. Any additional services that are available from Crawford & Associates beyond these initially requested services can be provided upon subsequent specific request and agreement.

Scope of Available Services

- Preparation of Annual Financial Statements
- General Accounting and Advisory Assistance
- Budget Preparation and Amendment Assistance
- Capital Asset Records and Accounting Assistance
- Information Technology System Assistance
- Internal Control Policies and Procedures Assistance
- Labor Relations Consulting
- Laws and Regulations Compliance Assistance
- Investigation of Allegations or Concerns
- Tax and Other Regulatory Report Assistance

Initial Services Requested

- Preparation of Annual Financial Statements
- General Accounting and Advisory Assistance

Services Related to the Preparation of Annual Financial Statements

You have requested that we prepare the annual financial statements of the financial reporting entity of the City of Shawnee, Oklahoma as of and for the year ended June 30, 2018. Such financial statements will include:

- a. Basic Financial Statements, including notes to the financial statements
- b. Required Supplementary Information
- c. Supplementary Information (to the extent management elects to include)
- d. Other Information (to the extent management elects to include)

Crawford & Associates' Responsibilities

The objective of our engagement is to prepare the annual financial statements in accordance with accounting principles generally accepted in the United States of America based on information provided by you. We will conduct our engagement in accordance with Statements on Standards for Accounting and Review Services (SSARs) promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's Code of Professional Conduct, including the ethical principles of integrity, objectivity, professional competence, and due care.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion or provide any assurance on the financial statements.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations.

Management Responsibilities

The engagement to be performed is conducted on the basis that management acknowledges and understands that our role is to prepare financial statements in accordance with accounting principles generally accepted in the United States of America. Management has the following overall responsibilities that are fundamental to our undertaking the engagement to prepare your financial statements in accordance with SSARs:

- a. The selection of accounting principles generally accepted in the United States of America as the financial reporting framework to be applied in the preparation of the financial statements
- b. The prevention and detection of fraud
- c. To ensure that the entity complies with the laws and regulations applicable to its activities
- d. The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement to prepare financial statements

e. To provide us with:

- i. Documentation, and other related information that is relevant to the preparation and presentation of the financial statements,
- ii. Additional information that may be requested for the purpose of the preparation of the financial statements, and
- iii. Unrestricted access to persons within the City of Shawnee, Oklahoma, of whom we determine necessary to communicate.

The financial statements will not be accompanied by a report. However, you agree that the financial statements will clearly indicate that no assurance is provided on them.

Other Requested and Available Services

In conjunction with the other requested and available services (other than the preparation of the annual financial statements) as identified in the Scope of Services section of this letter, Crawford & Associates will be responsible for providing such services upon request in accordance with the applicable professional standards of the AICPA. It is anticipated that most if not all of these other services will be performed in accordance with the standards applicable to consulting services as prescribed by the AICPA.

Crawford & Associates, is not obligated to, but may report or otherwise communicate to management any recommendations, it determines necessary, resulting from the professional services provided.

Management and the governing body will be responsible for establishing the scope of our other professional services to be provided and for providing the necessary resources allocated to the work; such responsibility includes determining the nature, scope, and extent of the services to be performed, providing sufficient appropriation for the estimated cost of these services, providing overall direction and oversight for each service, and reviewing and accepting the results of the work.

Access to Working Papers and Reports

Any working papers prepared by Crawford & Associates in connection with performing the financial statement preparation and other professional services are the property of Crawford & Associates. Upon request, copies of any or all working papers and reports that we consider to be nonproprietary will be provided to management. Management may make such copies available to its external auditors and to certain regulators in the exercise of their statutory oversight responsibilities. Such copies may not be made available to any other third party without the prior written consent from Crawford & Associates.

Fees and Costs

Fees and out-of-pocket expenses for this engagement will be billed as the work progresses and payable upon receipt of our invoices. Out-of-pocket expenses include such costs incurred by Crawford & Associates in providing the services including travel, lodging, telecommunications, printing, document reproduction, and the like. Our fees for these services will be billed at our standard hourly rates, as follows, for the individual performing such services based on the actual number of hours of work, including travel time, performed by that individual.

Standard Hourly Rates:

- Firm Chairman \$250
- Firm President \$250
- Shareholders \$165
- Consulting Managers \$150
- Consulting Staff \$110
- Clerical Staff \$45

Because Crawford & Associates has no direct control over the type and amount of services requested by the management or the governing body during the term of this engagement, nor does Crawford & Associates have direct control over the quality of your accounting system or records, potential turnover of your staff, or your staffing levels, resources, or capabilities, it is impractical for us to provide an accurate amount of hours that will be required for the services requested or a not-to-exceed limit on fees and expenses charged. We will rely on you to provide us with a copy of approved purchase orders, containing estimated fees and expenses, monitor the cumulative fees and expenses charged, and notify us if and when the cumulative amount approaches the total appropriated level estimated. You also agree to provide sufficient appropriation for all services requested prior to the services being performed. For purposes of purchase order preparation, we will be glad to provide you with an estimated range of fees and expenses upon request.

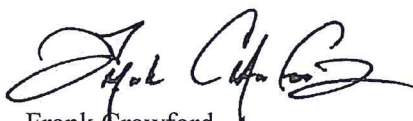
The term of this engagement is a period from July 1, 2018 through June 30, 2019. Crawford & Associates may perform additional services upon receipt of a formal request from management or the governing body with terms and conditions that are acceptable to both parties.

The agreements and undertakings contained in this engagement letter, shall survive the completion or termination of this engagement.

Acceptance

Please indicate your acceptance of this agreement by signing in the space provided below and returning this engagement letter to us. A duplicate copy of this engagement letter is provided for your records. We look forward to continuing our professional relationship with the City of Shawnee.

Respectfully submitted and agreed to by,



Frank Crawford
Crawford and Associates, P.C.

Accepted and agreed to for the City of Shawnee:

By: _____

Title: _____

Date: _____

Regular Board of Commissioners

3.

Meeting Date: 04/02/2018

Proclamations

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Mayor's Proclamations:

"National Public Safety Telecommunications Week"
April 8-14, 2018

"Fair Housing Month"
April 2018

Attachments

Nat'l Public Safety Tele
Fair Housing



Proclamation

“National Public Safety Telecommunications Week”

Whereas, emergencies can occur at any time that requires police, fire, or emergency medical services. When an emergency occurs the prompt response of police officers, firefighters, and paramedics is critical to the protection of life and preservation of property; and

Whereas, the safety of our police officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who telephone the City of Shawnee; and

Whereas, professional Public Safety Telecommunicators are a vital link between citizens and victims and are the first and most critical contact our citizen have with emergency services; and

Whereas, Public Safety Telecommunicators of the City of Shawnee dispatched 87,911 calls for service and answered 182, 778 phone calls with 31,353 being 911 calls in 2017; and

Whereas, Public Safety Telecommunicators of the City of Shawnee Communications Center have contributed substantially to the apprehension of criminals, suppression of fires, and treatment of patients while exhibiting compassion, understanding, and professionalism during the performance of their job in the past year; and

Whereas, in honor of the men and women whose diligence and professionalism keep our city and citizens safe. Your valuable service should be applauded and held in the highest regard all through the year, for without your commitment, devotion, and hard work, countless number of lives and property would be in jeopardy. Thank you for helping our communities and keeping us safe.

Now, Therefore, I, Richard Finley, Mayor of the City of Shawnee, Oklahoma, do hereby proclaim, the week of April 8—14, 2018, to be

“National Public Safety Telecommunications Week”

In the City of Shawnee, Oklahoma

Dated this 2nd day of April, 2018

Richard Finley, Mayor

Phyllis Loftis, CMC, City Clerk

PROCLAMATION

A PROCLAMATION DECLARING APRIL, 2018, AS "FAIR HOUSING MONTH" IN THE CITY OF SHAWNEE, OKLAHOMA.

Pursuant to the authority granted to me as Mayor of the City of Shawnee, I do hereby proclaim the Month of April, 2018, as FAIR HOUSING MONTH and decree that all citizens affirm to follow the concepts, practices and intent embodied by the laws of the United States of America, the State of Oklahoma and the City of Shawnee. The City of Shawnee has adopted a Fair Housing Ordinance and has designated the Month of April as Fair Housing Month and encourages each citizen to implement the provisions of those acts. The City Commission has further designated the City Clerk as the Fair Housing Activities Coordinator and requests that any person, or group of persons, planning activities to promote fair housing to inform the Fair Housing Activities Coordinator of said activities. It is the desire of the City of Shawnee to recognize those persons or groups who best create an awareness of the need for fair housing practices or otherwise promotes Fair Housing practices.

NOW THEREFORE, I, RICHARD FINLEY, BY VIRTUE OF THE AUTHORITY VESTED IN ME AS MAYOR OF THE CITY OF SHAWNEE, OKLAHOMA, DO HEREBY PROCLAIM THE MONTH OF **APRIL, 2018**, AS

"FAIR HOUSING MONTH"

IN THE CITY OF SHAWNEE, OKLAHOMA, AND URGE ALL CITIZENS TO JOIN US IN RECOGNIZING FAIR HOUSING AND THE IMPORTANCE IT SERVES TO OUR COMMUNITY.

DATED THIS 2nd DAY OF APRIL, 2018.

RICHARD FINLEY, MAYOR



ATTEST:

PHYLLIS LOFTIS, CITY CLERK

Regular Board of Commissioners

4.

Meeting Date: 04/02/2018

VSI

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Presentation of Annual Report by Visit Shawnee, Inc. (VSI).

Attachments

No file(s) attached.

Regular Board of Commissioners

5.

Meeting Date: 04/02/2018

Sales Tax Ord

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consider and take action with respect to an ordinance of the City of Shawnee, Oklahoma, relating to the imposition of a city excise tax (sales tax) of one half of one percent (0.5%) (in addition to any and all other excise taxes now in force) to be levied upon the gross proceeds or gross receipts derived from all sales taxable under the Oklahoma sales tax code; providing for the use of the proceeds of said excise tax; providing for the effective date and termination date of said excise tax; providing for no repeal of tax; providing for subsisting state permits; providing for payment of tax; providing that the tax is in addition to taxes currently levied; incorporating certain provisions of prior city ordinances; providing for amendments to this ordinance; providing that the provisions of this ordinance are cumulative and in addition to any and all taxing provisions of other city ordinances; providing for severability of provisions; and containing other provisions related thereto.

Attachments

Memo

Ord



Office of the City Manager

MEMORANDUM

AGENDA: April 2, 2018

TO: Honorable Mayor and Members of the City Commission

FROM: Justin Erickson
Justin Erickson, City Manager

RE: Sales Tax Election Ordinances

SUMMARY AND BACKGROUND

On March 5, the City Commission directed staff to prepare the necessary documents to call an election on June 26 for the purposes of sending to the electorate a question regarding the temporary establishment of a 10-year half-cent sales tax for capital projects. This topic had been discussed extensively during Commission workshops held on January 17 and March 1. Staff has worked with counsel to provide the necessary ordinances for consideration. The ballot language will appear as follows:

PROPOSITION NO. 1

Shall the City of Shawnee be authorized to levy and assess a City excise tax (sales tax) of one half of one percent (0.5%), in addition to all other City, County, and State excise taxes presently being levied or assessed, upon the gross proceeds or gross receipts derived from all sales taxable under the Oklahoma Sales Tax Code; providing the proceeds of such tax shall be used to fund capital expenditures, for the use and benefit of the City and any public trust having the City as beneficiary, and/or for payment of debt service in connection with obligations issued by the City and any public trust having the City as beneficiary to finance or refinance said capital expenditures and related costs; provided said tax shall be allocated for capital expenditures with 0.125% expended for police, fire, and emergency management projects, with 0.125% expended for street and road projects, and with 0.25% expended for public parks and public facilities projects; and provided said excise tax shall be levied beginning October 1, 2018, and shall cease to be levied after September 30, 2028; all as more specifically set out in Ordinance No. 2633NS of the City?

/_____

Yes - For the Above Proposition

/_____

No – Against the Above Proposition

CONCLUSION

Staff trusts that the preparation of these documents is consistent with the direction provided by the City Commission. Should the proposition be approved, the additional sales tax would go into effect on October 1, 2018 and expire on September 30, 2028. Funds are earmarked specifically for public safety, streets, and parks and public facilities and can only be spent on capital improvements.

ORDINANCE NO. 2633NS

AN ORDINANCE OF THE CITY OF SHAWNEE, OKLAHOMA, RELATING TO THE IMPOSITION OF A CITY EXCISE TAX (SALES TAX) OF ONE HALF OF ONE PERCENT (0.5%) (IN ADDITION TO ANY AND ALL OTHER EXCISE TAXES NOW IN FORCE) TO BE LEVIED UPON THE GROSS PROCEEDS OR GROSS RECEIPTS DERIVED FROM ALL SALES TAXABLE UNDER THE OKLAHOMA SALES TAX CODE; PROVIDING FOR THE USE OF THE PROCEEDS OF SAID EXCISE TAX; PROVIDING FOR THE EFFECTIVE DATE AND TERMINATION DATE OF SAID EXCISE TAX; PROVIDING FOR NO REPEAL OF TAX; PROVIDING FOR SUBSISTING STATE PERMITS; PROVIDING FOR PAYMENT OF TAX; PROVIDING THAT THE TAX IS IN ADDITION TO TAXES CURRENTLY LEVIED; INCORPORATING CERTAIN PROVISIONS OF PRIOR CITY ORDINANCES; PROVIDING FOR AMENDMENTS TO THIS ORDINANCE; PROVIDING THAT THE PROVISIONS OF THIS ORDINANCE ARE CUMULATIVE AND IN ADDITION TO ANY AND ALL TAXING PROVISIONS OF OTHER CITY ORDINANCES; PROVIDING FOR SEVERABILITY OF PROVISIONS; AND CONTAINING OTHER PROVISIONS RELATED THERETO.

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SHAWNEE, OKLAHOMA, AS FOLLOWS:

Section 1. Citations and Codification. This Ordinance shall be known and may be cited as the City of Shawnee Sales Tax Ordinance of 2018, and the same shall be codified and incorporated into the Code of Ordinances of the City of Shawnee, Oklahoma.

Section 2. Tax Imposed. There is hereby imposed an excise tax of one half of one percent (0.5%) (in addition to any and all other excise taxes now in force) to be levied upon the gross proceeds or gross receipts derived from all sales taxable under the Oklahoma Sales Tax Code.

Section 3. Purpose of Revenues. It is hereby declared to be the purpose of this Ordinance to provide revenues to be used for the funding of capital expenditures, all for the use and benefit of the City of Shawnee, Oklahoma (the "City") and any public trust having the City as beneficiary thereof and/or for the payment of debt service in connection with obligations heretofore issued or to be issued to finance or refinance said capital expenditures and related costs. Said one half of one percent (0.5%) excise tax shall be allocated for capital expenditures in the following manner: (a) one eighth of one percent (0.125%) excise tax shall be expended for police, fire, and emergency management capital expenditures, (b) one eighth of one percent (0.125%) excise tax shall be expended for street and road project capital expenditures, and (c) one quarter of one percent (0.25%) excise tax shall be expended for public parks and public facilities capital expenditures.

Section 4. Effective Date and Termination Date. The provisions of this Ordinance and the collection of the excise tax referenced herein shall become effective on and after October 1, 2018, subject to approval by a majority of the qualified electors of the City voting on the same in the manner prescribed by law. The provisions of this Ordinance and the collection of the excise tax referenced herein shall terminate and shall cease to be levied after September 30, 2028.

Section 5. No Repeal of Tax. This Ordinance and the excise tax levied pursuant hereto shall not be repealed by the City Commission of the City or by referendum of the registered qualified voters of the City in the event the proceeds of the referenced excise tax are being used or have been pledged by the City or any public trust having the City as beneficiary for the purpose of paying debt service on obligations issued by the City or any public trust having the City as beneficiary.

Section 6. Subsisting State Permits. All valid and subsisting permits to do business issued by the Oklahoma Tax Commission pursuant to the Oklahoma Sales Tax Code are, for the purposes of this Ordinance, hereby ratified, confirmed and adopted in lieu of any requirement for an additional City permit for the same purpose.

Section 7. Payment of Tax. The tax herein levied shall be paid to the Tax Collector at the time and in the manner and form prescribed for payment of the state sales tax under the State Tax Law of the State of Oklahoma.

Section 8. This Tax in Addition to Taxes Currently Levied; Administrative Procedures. The tax levied hereby is in addition to any and all other excise taxes levied or assessed by the City pursuant to existing ordinances (the "Prior Ordinances"); provided, however, that those provisions of said Prior Ordinances relating to Definitions; Tax Collector Defined; Classification of Taxpayers; Subsisting State Permits; the portion of Tax Rate - Sales Subject to Tax, pertaining to Sales Subject to Tax (not rate of Tax); the provisions of said Prior Ordinances regarding Exemptions and Other Exempt Transfers; the provisions of said Prior Ordinances regarding Tax Due When--Returns--Records; the portion of said Prior Ordinances regarding tax constituting debt; Vendor's Duty to Collect Tax; Returns and Remittances - Discounts; Interest and Penalties--Delinquency; Waiver of Interest and Penalties; Erroneous Payments--Claim for Refund; Fraudulent Returns; and Records Confidential shall apply to the excise tax levied and assessed by this Ordinance. For purposes of this Ordinance, references in Prior Ordinances, to specific provisions of the Oklahoma Statutes shall be deemed to be references to said statutory provisions, as amended.

Section 9. Amendments. The people of the City of Shawnee, Oklahoma, by their approval of this Ordinance at the election hereinabove provided for, hereby authorize the City by Ordinance duly enacted to make such administrative and technical changes or additions in the method and manner of administration and enforcing this Ordinance as may be necessary or proper for efficiency and fairness or in order to make the same consistent with the Oklahoma Sales Tax Code, as amended, except that the rate of the tax herein provided for shall not be changed without approval of the qualified electors of the City as provided by law.

Section 10. Provisions Cumulative. The provisions hereof shall be cumulative and in addition to any and all other taxing provisions of City Ordinances.

Section 11. Severability. The provisions of this Ordinance are severable, and if any part or provision hereof shall be adjudged invalid by any court of competent jurisdiction, such adjudication shall not affect or impair any of the remaining parts or provisions hereof.

PASSED AND APPROVED THIS 2ND DAY OF APRIL, 2018.

CITY OF SHAWNEE, OKLAHOMA

RICHARD FINLEY, MAYOR

(SEAL)

ATTEST:

PHYLLIS LOFTIS, CMC, CITY CLERK

CERTIFICATE
OF
CITY COMMISSION ACTION

I, the undersigned, hereby certify that I am the duly qualified and acting City Clerk of the City of Shawnee, Oklahoma.

I further certify that the City Commission of the City of Shawnee, Oklahoma, held a Regular Meeting at 6:00 o'clock p.m., on April 2, 2018, after due notice was given in full compliance with the Oklahoma Open Meeting Act.

I further certify that attached hereto is a full and complete copy of Ordinance No. 2633NS that was passed and approved by said City Commission at said meeting as the same appears in the official records of my office.

I further certify that below is listed those Commissioners present and absent at said meeting; those making and seconding the motion that said Ordinance be passed and approved, and those voting for and against such motion:

PRESENT:

ABSENT:

MOTION MADE BY:

MOTION SECONDED BY:

AYE:

NAY:

WITNESS MY HAND THIS 2ND DAY OF APRIL, 2018.

CITY OF SHAWNEE, OKLAHOMA

(SEAL)

PHYLLIS LOFTIS, CMC, CITY CLERK

Regular Board of Commissioners**6.**

Meeting Date: 04/02/2018

Election for Sales Tax

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information**Title of Item for Agenda**

Consider and take action with respect to an ordinance authorizing the calling and holding of a special election in the City of Shawnee, state of Oklahoma (the "City"), on the 26th day of June, 2018, for the purpose of submitting to the registered qualified electors of said city the question of approval or rejection of ordinance No. 2633NS of the city relating to a one half of one percent (0.5%) excise tax (sales tax), in addition to all present city, county and state excise taxes, with the proceeds of said tax to be used to fund capital expenditures for the use and benefit of the city, or debt service in connection with capital expenditures, as more specifically set out in ordinance No. 2633NS of said city; declaring an emergency; and containing other provisions related thereto.

Attachments

Proclamation for Election

Ordinance for Election

SPECIAL ELECTION PROCLAMATION AND NOTICE

Under and by virtue of the Statutes of the State of Oklahoma, and Acts complementary, supplementary, and enacted pursuant thereto, and Ordinance No. 2634NS dated April 2, 2018, authorizing the calling of an election on the proposition hereinafter set forth, I, the undersigned Mayor of the City of Shawnee, Oklahoma, hereby call a special election and give notice thereof to be held in the City of Shawnee, Oklahoma, on the 26th day of June, 2018, for the purpose of submitting to the registered, qualified voters in said City the following proposition:

PROPOSITION NO. 1

Shall the City of Shawnee be authorized to levy and assess a City excise tax (sales tax) of one half of one percent (0.5%), in addition to all other City, County, and State excise taxes presently being levied or assessed, upon the gross proceeds or gross receipts derived from all sales taxable under the Oklahoma Sales Tax Code; providing the proceeds of such tax shall be used to fund capital expenditures, for the use and benefit of the City and any public trust having the City as beneficiary, and/or for payment of debt service in connection with obligations issued by the City and any public trust having the City as beneficiary to finance or refinance said capital expenditures and related costs; provided said tax shall be allocated for capital expenditures with 0.125% expended for police, fire, and emergency management projects, with 0.125% expended for street and road projects, and with 0.25% expended for public parks and public facilities projects; and provided said excise tax shall be levied beginning October 1, 2018, and shall cease to be levied after September 30, 2028; all as more specifically set out in Ordinance No. 2633NS of the City?

/_____/

YES - FOR THE ABOVE PROPOSITION

/_____/

NO - AGAINST THE ABOVE PROPOSITION

That only the registered, qualified voters of the City of Shawnee, Oklahoma, may vote upon the proposition as above set forth.

The polls shall be opened at 7:00 o'clock a.m. and shall remain open continuously until and be closed at 7:00 o'clock p.m.

The number and location of the polling places and the names of the persons who shall conduct said election shall be designated by the County Election Board of Pottawatomie County, Oklahoma. Such officers shall also act as counters and certify the results in the case of regular elections and certify the results thereof as required by law.

WITNESS my hand as Mayor of the City of Shawnee, Oklahoma and the Seal of said City affixed hereto on the 2nd day of April, 2018.

(SEAL)

RICHARD FINLEY, MAYOR

ATTEST:

PHYLLIS LOFTIS, CMC, CITY CLERK

ORDINANCE NO. 2634NS

AN ORDINANCE AUTHORIZING THE CALLING AND HOLDING OF A SPECIAL ELECTION IN THE CITY OF SHAWNEE, STATE OF OKLAHOMA (THE "CITY"), ON THE 26TH DAY OF JUNE, 2018, FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED QUALIFIED ELECTORS OF SAID CITY THE QUESTION OF APPROVAL OR REJECTION OF ORDINANCE NO. 2633NS OF THE CITY RELATING TO A ONE HALF OF ONE PERCENT (0.5%) EXCISE TAX (SALES TAX), IN ADDITION TO ALL PRESENT CITY, COUNTY AND STATE EXCISE TAXES, WITH THE PROCEEDS OF SAID TAX TO BE USED TO FUND CAPITAL EXPENDITURES FOR THE USE AND BENEFIT OF THE CITY, OR DEBT SERVICE IN CONNECTION WITH CAPITAL EXPENDITURES, AS MORE SPECIFICALLY SET OUT IN ORDINANCE NO. 2633NS OF SAID CITY; DECLARING AN EMERGENCY; AND CONTAINING OTHER PROVISIONS RELATED THERETO.

WHEREAS, it is deemed advisable and necessary by the Board of Commissioners of the City to submit to the registered qualified electors of the City the question of approval or rejection of Ordinance No. 2633NS of the City pertaining to the levy and collection of a one half of one percent (0.5%) excise tax (sales tax).

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

Section 1. Proposition. That the Mayor of the City be, or in his absence or incapacity, the duly qualified Vice-Mayor, be and hereby is authorized and directed to call a special election to be held in the City on the 26th day of June, 2018, for the purpose of submitting to the registered qualified electors of the City, the following proposition:

PROPOSITION NO. 1

Shall the City of Shawnee be authorized to levy and assess a City excise tax (sales tax) of one half of one percent (0.5%), in addition to all other City, County, and State excise taxes presently being levied or assessed, upon the gross proceeds or gross receipts derived from all sales taxable under the Oklahoma Sales Tax Code; providing the proceeds of such tax shall be used to fund capital expenditures, for the use and benefit of the City and any public trust having the City as beneficiary, and/or for payment of debt service in connection with obligations issued by the City and any public trust having the City as beneficiary to finance or refinance said capital expenditures and related costs; provided said tax shall be allocated for capital expenditures with 0.125% expended for police, fire, and emergency management projects, with 0.125% expended for street and road projects, and with 0.25% expended for public parks and public facilities projects; and provided said excise tax shall be levied beginning October 1, 2018, and shall cease to be levied after September 30, 2028; all as more specifically set out in Ordinance No. 2633NS of the City?

/_____/

Yes – For the Above Proposition

/_____/

No – Against the Above Proposition

Section 2. Election Proclamation. That such call for said election shall be by proclamation and notice, signed by the Mayor or Vice-Mayor of the City and attested by the City Clerk, setting forth the proposition to be voted upon and the hours of opening and closing of the polls. That the ballots shall set forth the proposition to be voted upon substantially as set out in Section 1 hereof, and that the returns of said election shall be made to and canvassed by the Pottawatomie County Election Board.

Section 3. Service on County Election Board. That a copy of this Ordinance and Special Election Proclamation and Notice shall be personally delivered to the office of the County Election Board of Pottawatomie County, State of Oklahoma, at least seventy-five (75) days prior to the date of said election.

Section 4. Emergency. It is immediately necessary for the preservation of the public health, peace and safety of the City of Shawnee, Oklahoma and the inhabitants thereof that the provisions of this Ordinance become operative immediately and that an emergency is hereby declared to exist, and this Ordinance shall be in full force and effect immediately from and after its passage and approval, as provided by law.

PASSED AND APPROVED THIS 2ND DAY OF APRIL, 2018.

CITY OF SHAWNEE, OKLAHOMA

ATTEST:

RICHARD FINLEY, MAYOR

(SEAL)

PHYLLIS LOFTIS, CMC, CITY CLERK

Emergency separately approved this _____ day of _____, 2018.

ATTEST:

RICHARD FINLEY, MAYOR

(SEAL)

PHYLLIS LOFTIS, CMC, CITY CLERK

Approved as to form and legality this _____ day of _____, 2018.

JOSEPH VORNDRAN, CITY ATTORNEY

CERTIFICATE
OF
CITY COMMISSION ACTION

I, the undersigned, hereby certify that I am the duly qualified and acting City Clerk of the City of Shawnee, Oklahoma.

I further certify that the City Commission of the City of Shawnee, Oklahoma, held a Regular Meeting at 6:00 o'clock p.m., on April 2, 2018, after due notice was given in full compliance with the Oklahoma Open Meeting Act.

I further certify that attached hereto is a full and complete copy of Ordinance No. 2634NS that was passed and approved by said City Commission at said meeting as the same appears in the official records of my office.

I further certify that below is listed those Commissioners present and absent at said meeting; those making and seconding the motion that said Ordinance be passed and approved, and those voting for and against such motion:

PRESENT:

ABSENT:

MOTION MADE BY:

MOTION SECONDED BY:

AYE:

NAY:

Commissioner _____ moved that an emergency be declared and that the Ordinance become effective immediately. Commissioner _____ seconded the motion. The motion was adopted by the following vote:

AYE:

NAY:

WITNESS MY HAND THIS 2ND DAY OF APRIL, 2018.

CITY OF SHAWNEE, OKLAHOMA

(SEAL)

PHYLLIS LOFTIS, CMC, CITY CLERK

Regular Board of Commissioners

7.

Meeting Date: 04/02/2018

Capital Improvement Plan

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Discussion and consideration of a capital improvement project list.

Attachments

Capital Improvement Plan



Office of the City Manager

MEMORANDUM

AGENDA: April 2, 2018

TO: Honorable Mayor and Members of the City Commission

FROM: Justin Erickson
Justin Erickson, City Manager

RE: **Capital Improvement Project List**

SUMMARY AND BACKGROUND

Should the City Commission approve earlier actions related to the calling of an election to consider the imposition of a temporary 10-year sales tax for capital projects, Staff recommends that the City Commission adopt a Capital Improvement Project List that can be utilized to inform the public as to the anticipated use of the funds. Pursuant to the Ordinance:

Said one half of one percent (0.5%) excise tax shall be allocated for capital expenditures in the following manner: (a) one eighth of one percent (0.125%) excise tax shall be expended for police, fire, and emergency management capital expenditures, (b) one eighth of one percent (0.125%) excise tax shall be expended for street and road project capital expenditures, and (c) one quarter of one percent (0.25%) excise tax shall be expended for public parks and public facilities capital expenditures

The attached Capital Improvement Project List has been prepared based on discussions held with the City Commission at the March 1 Special Meeting/Workshop.

RECOMMENDATION

Staff recommends that the City Commission approve the attached Capital Improvement Project List.

Attached

Capital Improvement Project List - Can be Funded with Temporary Sales Tax

IMPROVEMENT/ENHANCEMENT	ALLOCATION
Public Safety	
Police Department Headquarters	\$3,200,000
Fire Station No. 1 and 3 Improvements	\$1,750,000
Police patrol vehicles (25)	\$1,250,000
Fire Engine	\$750,000
Fire Training Structure	\$300,000
Emergency Warning System Enhancements	\$250,000
Subtotal	\$7,500,000
Streets and Roads	
Major improvements to 45 th Street from west of Kickapoo to east of Harrison	\$3,500,000
Pavement overlays and panel replacements (implement master plan)	\$4,000,000
Subtotal	\$7,500,000
Parks and Public Facilities	
Implement Phase 1 – Parks Master Plan Design	\$7,000,000
EXPO Enhancements/Remodel	\$3,500,000
Construct Sidewalks and Trails	\$1,750,000
Library Roof and Remodel	\$1,000,000
Senior Center Roof and Remodel	\$1,000,000
Community Center Roof and Remodel	\$350,000
Santa Fe Depot Roof and Remodel	\$400,000
Subtotal	\$15,000,000
TOTAL	\$30,000,000

Allocation by Ordinance:

Public Safety: 0.125%
Streets/Roads: 0.125%
Parks and Public Facilities: 0.250%

Regular Board of Commissioners

8.

Meeting Date: 04/02/2018

City Fee Schedule

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration of a resolution updating the City Fee Schedule by: (1) setting the water rates for residential and commercial use, both inside and outside the city limits, pursuant to subsections (a) and (b), Section 26-26, Article II, Chapter 26 of the Code of the City of Shawnee; and (2) setting the sanitary sewer rates for residential and commercial use, both inside and outside the city limits, pursuant to sub-sections (b) and (c), Section 26-27, Article II, Chapter 26 of the Code of the City of Shawnee; and providing for the re-adoption of the City Fee Schedule in whole. (*Part of recodification completed in 2017; does not raise current rates.*)

Attachments

Memo

Reso

Updated Sections

Appendix A



Office of the City Manager

MEMORANDUM

AGENDA: April 2, 2018

TO: Honorable Mayor and Members of the City Commission

FROM: *Justin Erickson*
Justin Erickson, City Manager

RE: Resolution Updating Fee Schedule – Utility Rates

SUMMARY AND BACKGROUND

This is a cleanup item from the 2017 City Code recodification process. The City of Shawnee had an elaborate utility rate structure table that was previously codified. It included phased increases in utility rates from 2009-2013. The proposed Resolution simplifies the table structure (older years eliminated since they are no longer valid) and incorporates the fees into the City's overall Fee Schedule. No rate increases are proposed.

RECOMMENDATION

Staff recommends that the City Commission approve the subject Resolution, which does not raise utility rates (rates have been the same since 2013).

RESOLUTION NO. _____

A RESOLUTION UPDATING THE CITY FEE SCHEDULE BY: (1) SETTING THE WATER RATES FOR RESIDENTIAL AND COMMERCIAL USE, BOTH INSIDE AND OUTSIDE THE CITY LIMITS, PURSUANT TO SUBSECTIONS (a) AND (b), SECTION 26-26, ARTICLE II, CHAPTER 26 OF THE CITY CODE; AND (2) SETTING THE SANITARY SEWER RATES FOR RESIDENTIAL AND COMMERCIAL USE, BOTH INSIDE AND OUTSIDE THE CITY LIMITS, PURSUANT TO SUB-SECTIONS (b) AND (c), SECTION 26-27, ARTICLE II, CHAPTER 26 OF THE CODE OF THE CITY OF SHAWNEE; AND PROVIDING FOR THE RE-ADOPTION OF THE CITY FEE SCHEDULE IN WHOLE.

WHEREAS, The City, through the passage of Ordinance No. 2599NS, has adopted a City Fee Schedule as a part of the Code of the City of Shawnee, Oklahoma that contains the description of various fees administered by the City;

WHEREAS, pursuant to Ordinance No. 2599NS, Subsequent versions, adoptions, and updates of the City Fee Schedule shall be accomplished by resolution of the City Commission;

WHEREAS, Part II, Chapter 26, Article II, Sections 26-26 provides for the setting, and updating, of municipal water rates from time to time by resolution of the City Commission, and that such rates shall be described in the City Fee Schedule;

WHEREAS, Part II, Chapter 26, Article II, Section 26-27 provides for the setting, and updating, of municipal sewer rates from time to time by resolution of the City Commission, and that such rates shall be described in the City Fee Schedule;

WHEREAS, the City Commission wishes to update the City Fee Schedule in a manner described below so as to set the municipal water rates pursuant to Section 26-26, and to set the municipal sewer rates pursuant to Section 26-27;

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COMMISSIONERS OF THE CITY OF SHAWNEE, OKLAHOMA:

Section 1. Sub-Section (a), Section 26-26, Article II, Chapter 26 of the Code of the City of Shawnee provides that: The minimum charge for water used by consumers inside the city limits shall be in amount described in the City Fee Schedule adopted and updated from time to time by resolution of the City Commission.

Accordingly, the City Fee Schedule, pursuant to, and associated with, Sub-Section (a), Section 26-26, Article II, Chapter 26 of the Code of the City of Shawnee, is hereby updated to read as follows:

- (a) Water Rates: The minimum charge for water used by consumers inside the city limits:

RESIDENTIAL

Number of Gallons	Monthly Rate Per Thousand Gallons
0—1,000	\$20.70
1,001—4,000	\$3.89
4,001—1,000,000	\$3.99
1,000,001—2,000,000	\$4.09
More than 2,000,000	\$4.19

COMMERCIAL

Number of Gallons	Monthly Rate Per Thousand Gallons
0—1,000	\$25.88
1,001—4,000	\$3.89
4,001—1,000,000	\$3.99
1,000,001—2,000,000	\$4.09
More than 2,000,000	\$4.19

COMMERCIAL – INSIDE COMPOUND METER

Number of Gallons	Monthly Rate Per Thousand Gallons
0—1,000	\$25.88
1,001—4,000	\$3.89
4,001—1,000,000	\$3.89
1,000,001—2,000,000	\$4.09
More than 2,000,000	\$4.19

Section 2. That Sub-Section (b), Section 26-26, Article II, Chapter 26 of the Code of the City of Shawnee provides that: The rate to be charged for furnishing water for consumption outside the city limits shall be in amount as described in the city fee schedule adopted and updated from time to time by resolution by commission.

Accordingly, the City Fee Schedule, pursuant to, and associated with, Sub-Section (b), Section 26-26, Article II, Chapter 26 of the Code of the City of Shawnee, is hereby updated to read as follows:

- (b) Water Rates: The rate to be charged for furnishing water for consumption outside the city limits:

RESIDENTIAL

Number of Gallons	Monthly Rate Per Thousand Gallons
0—1,000	\$24.06
1,001—4,000	\$5.84
4,001—1,000,000	\$5.99
1,000,001—2,000,000	\$6.14
More than 2,000,000	\$6.29

COMMERCIAL

Number of Gallons	Monthly Rate Per Thousand Gallons
0—1,000	\$30.08
1,001—4,000	\$5.84
4,001—1,000,000	\$5.99
1,000,001—2,000,000	\$6.14
More than 2,000,000	\$6.29

Section 3. That Sub-Section (b), Section 26-27, Article II, Chapter 26 of the Code of the City of Shawnee provides that: The charge for sanitary sewer use by consumers inside the city limits shall be in an amount as described in the City Fee Schedule adopted and updated from time to time by resolution of the City Commission.

Accordingly, the City Fee Schedule, pursuant to, and associated with, Sub-Section (b), Section 26-27, Article II, Chapter 26 of the Code of the City of Shawnee, is hereby updated to read as follows:

- (b) Sewer Rates: The charge for sanitary sewer use by consumers inside the city limits:

RESIDENTIAL

Number of Gallons	Monthly Rate Per Thousand Gallons
0—1,000	\$13.50
Over 1,000	\$2.90

COMMERCIAL

Number of Gallons	Monthly Rate Per Thousand Gallons
0—1,000	\$16.88
Over 1,000	\$2.90

Section 4. That Sub-Section (c), Section 26-27, Article II, Chapter 26 of the Code of the City of Shawnee provides that: The rate to be charged for furnishing water for consumption outside the city limits shall be in an amount as described in the city fee schedule and updated from time to time by resolution of the city commission.

Accordingly, the City Fee Schedule, pursuant to, and associated with, Sub-Section (c), Section 26-27, Article II, Chapter 26 of the Code is hereby updated to read as follows:

(c) The rate to be charged for furnishing water for consumption outside the city limits:

RESIDENTIAL

Number of Gallons	Monthly Rate Per Thousand Gallons
0—1,000	\$20.25
Over 1,000	\$4.35

COMMERCIAL

Number of Gallons	Monthly Rate Per Thousand Gallons
0—1,000	\$25.31
Over 1,000	\$4.35

Section 5. **Adoption and Update of City Fee Schedule.** That attached hereto is the updated Portion of the City Fee Schedule as created above, and the updated City Fee Schedule in Whole (the updated Appendix “A” of the City Code). This Resolution updates and changes City Fee Schedule only to the extent as described above. All other existing fees, fines, bonds, and insurance amounts described in the City Fee Schedule, not expressly updated herein, shall remain the same, and are otherwise re-adopted, for full force and effect, in the Code of the City of Shawnee.

PASSED AND APPROVED this _____ day of April, 2018.

RICHARD FINLEY, MAYOR

ATTEST:

PHYLLIS LOFTIS, CMC, CITY CLERK

(SEAL)

CHAPTER 26 ARTICLE II WATER and SEWER

Water Rates: The minimum charge for water used by consumers inside the city limits:

Part II Chapter 26 Art II Sec 26-26 (a)

Utilities

RESIDENTIAL:

Number of Gallons	Monthly Rate Per Thousand Gallons
0—1,000	\$20.70
1,001—4,000	\$3.89
4,001—1,000,000	\$3.99
1,000,001—2,000,000	\$4.09
More than 2,000,000	\$4.19

Water Rates: The minimum charge for water used by consumers inside city limits:

Utilities

COMMERCIAL:

Number of Gallons	Monthly Rate Per Thousand Gallons
0—1,000	\$25.88
1,001—4,000	\$3.89
4,001—1,000,000	\$3.99
1,000,001—2,000,000	\$4.09
More than 2,000,000	\$4.19

Water Rates: The minimum charge for water used by consumers inside city limits:

INSIDE COMPOUND METER:

Number of Gallons	Monthly Rate Per Thousand Gallons
0—1,000	\$25.88
1,001—4,000	\$3.89
4,001—1,000,000	\$3.89
1,000,001—2,000,000	\$4.09
More than 2,000,000	\$4.19

Water Rates: The rate to be charged for furnishing water for consumption outside the city limits:

RESIDENTIAL

Number of Gallons	Monthly Rate Per Thousand Gallons
0—1,000	\$24.06
1,001—4,000	\$5.84
4,001—1,000,000	\$5.99
1,000,001—2,000,000	\$6.14
More than 2,000,000	\$6.29

Water Rates: The rate to be charged for furnishing water for consumption outside the limits:

COMMERCIAL

Number of Gallons	Monthly Rate Per Thousand Gallons
0—1,000	\$30.08
1,001—4,000	\$5.84
4,001—1,000,000	\$5.99
1,000,001—2,000,000	\$6.14
More than 2,000,000	\$6.29

Sewer Rates: The charge for sanitary sewer use by consumers inside the city limits:

Part II Chapter 26 Art II Sec 26-27 (b)

Utilities

RESIDENTIAL

Number of Gallons	Monthly Rate Per Thousand Gallons
0—1,000	\$13.50
Over 1,000	\$2.90

Sewer Rates: The charge for sanitary sewer use by consumers inside the city limits:

COMMERCIAL

Number of Gallons	Monthly Rate Per Thousand Gallons
0—1,000	\$16.88
Over 1,000	\$2.90

The rate for furnishing water for consumption
outside the city limits:

RESIDENTIAL

Number of Gallons	Monthly Rate Per Thousand Gallons
0—1,000	\$20.25
Over 1,000	\$4.35

The rate for furnishing water for consumption
outside the city limits:

COMMERCIAL

Number of Gallons	Monthly Rate Per Thousand Gallons
0—1,000	\$25.31
Over 1,000	\$4.35

Shawnee, OK Code of Ordinances - Fee, Fine, Bond, And Insurance Dollar Amount Review February 2017						
<u>MUNICIPAL CODE SITE</u>	<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>FINE</u>	<u>BOND</u>	<u>INSURANCE</u>
CHARTER						
Part I Art V Sec 4	Charter	Bond of City Manager and Other Appointive Officers and Employees			\$25,000	
CHAPTER 1: GENERAL PROVISIONS						
Part II chapt 1 Sec 1-10 (a) (1) and (b)	General Provisions	General Penalty. Class A Offenses: Maximum Fine for all alcohol and drug related offenses, plus cost		\$800		
Part II chapt 1 Sec 1-10 (a) (2) and (b)	General Provisions	General Penalty. Class B Offenses: Maximum Fine for violations of ordinances regulating pretreatment of wastewater and stormwater discharges		\$1,000		
Part II chapt 1 Sec 1-10 (a) (3) and (b)	General Provisions	General Penalty. Class C Offenses: Maximum Fine for all other violations.		\$750		

<u>MUNICIPAL CODE SITE</u>	<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>FINE</u>	<u>BOND</u>	<u>INSURANCE</u>
CHAPTER 2: ADMINISTRATION						
Part II chapt 2 Art IV Div 3 Sec 2-206 (13)	Administration	City Clerk. Fee charge per page for photocopy all ordinances, papers, records, or commission proceedings	\$0.25			
Part II chapt 2 Art IV Div 3 Sec 2-206 (13)	Administration	City Clerk. Fee charge per page for certifying all ordinances, papers, records, or commission proceedings	\$1			
Part II chapt 2 Art VI Div 1 Sec 2-358	Administration	Human Rights. Maximum Fine		\$500		
CHAPTER 3: ADVERTISING AND SIGNS						
Part II chapt 3 Art II Div 1 Sec 3-37 (c)	Advertising and Signs	Redemption fee for impounded sign	\$25			
Part II chapt 3 Art II Div 2 Sec 3-69 (a) (1)	Advertising and Signs	Portable signs (temporary)	\$25			
Part II chapt 3 Art II Div 2 Sec 3-69 (a) (2)	Advertising and Signs	Permanent signs	\$25 x 4			
Part II chapt 3 Art II Div 3 Sec 3-96 (a)	Advertising and Signs	Electrical and Non-Electrical Sign Contractors License	\$75			
Part II chapt 3 Art II Div 3 Sec 3-97 (a)	Advertising and Signs	Electrical and Neon Sign Hanger's License	\$50			
Part II chapt 3 Art II Div 3 Sec 3-97 (b)	Advertising and Signs	Late License Renewal Fee		\$15		
Part II chapt 3 Art II Div 3 Sec 3-98 (a)	Advertising and Signs	Bond Required Prior to any License			\$2,000	

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Part II chapt 3 Art II Div 3 Sec 3-98 (a)	Advertising and Signs	When the number of permits issued to any person shall cover more than 50 signs, panels or structures of 25 feet in length or less, the penal sum of such bond shall be increased \$2,000.00 for each additional 40 of such panels, signs or structures or fraction thereof for which permits are issued to such person.			\$2,000	
Part II chapt 3 Art II Div 3 Sec 3-98 (b)	Advertising and Signs	Insurance Policy Required. Minimum Liability Policy Amount for injudry or death of one person in one accident				\$5,000
Part II chapt 3 Art II Div 3 Sec 3-98 (b)	Advertising and Signs	Insurance Policy Required. Minimum Liability Policy Amount for injury or death of any number of persons in any one accident				\$10,000
Part II chapt 3 Art II Div 3 Sec 3-98 (b)	Advertising and Signs	Insurance Policy Required. Minimum Liability Policy Amount for property damage in any one accident				\$5,000

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CHAPTER 4: ALCOHOLIC BEVERAGES						
Part II chapt 4 Art I Sec 4-5 (a) (1)	Alcoholic Beverages	Occupation Tax Schedules/Liquor License: Brewer's License	\$1,250			
Part II chapt 4 Art I Sec 4-5 (a) (2)	Alcoholic Beverages	Occupation Tax Schedules/Liquor License: Distiller's License	\$3,125			
Part II chapt 4 Art I Sec 4-5 (a) (3)	Alcoholic Beverages	Occupation Tax Schedules/Liquor License: Winemaker's License	\$625			
Part II chapt 4 Art I Sec 4-5 (a) (4)	Alcoholic Beverages	Occupation Tax Schedules/Liquor License: State winemaker's License	\$75			
Part II chapt 4 Art I Sec 4-5 (a) (5)	Alcoholic Beverages	Occupation Tax Schedules/Liquor License: Rectifier's License	\$3,125			
Part II chapt 4 Art I Sec 4-5 (a) (6)	Alcoholic Beverages	Occupation Tax Schedules/Liquor License: Wholesaler's License	\$3,500			

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Part II chapt 4 Art I Sec 4-5 (a) (7)	Alcoholic Beverages	Occupation Tax Schedules/Liquor License: Class B wholesaler's License	\$625			
Part II chapt 4 Art I Sec 4-5 (a) (8)	Alcoholic Beverages	Occupation Tax Schedules/Liquor License: Package store's License	\$600			
Part II chapt 4 Art I Sec 4-5 (a) (9)	Alcoholic Beverages	Occupation Tax Schedules/Liquor License: Mixed beverage License-- Initial and Renewal	\$1,000; and \$900			
Part II chapt 4 Art I Sec 4-5 (a) (10)	Alcoholic Beverages	Occupation Tax Schedules/Liquor License: Bottle Club's License-- Initial and Renewal	\$1,000; and \$900			
Part II chapt 4 Art I Sec 4-5 (a) (11)	Alcoholic Beverages	Occupation Tax Schedules/Liquor License: Caterer's License-- Initial and Renewal. If caterer is holder of a mixed beverage license issued by the city	\$1,000; and \$900; c) \$100			

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Part II chapt 4 Art I Sec 4-5 (a) (12)	Alcoholic Beverages	Occupation Tax Schedules/Liquor License: Special Event License, per day	\$50.00			
Part II chapt 4 Art I Sec 4-5 (a) (13)	Alcoholic Beverages	Occupation Tax Schedules/Liquor License: Beer and Wine License-- Initial and Renewal	\$500; and \$450			
Part II chapt 4 Art I Sec 4-5 (b)	Alcoholic Beverages	Occupation Tax Schedules/Liquor License: License Fee for Section 501 (c) (19) exempt service organizations	\$500			
Part II chapt 4 Art I Sec 4-7 (b)	Alcoholic Beverages	Possession by minors: Maximum Fine		\$500		
Part II chapt 4 Art I Sec 4-9 (b)	Alcoholic Beverages	Posting of signs by business: Spread of Minimum Fine and Maximum Fine		\$2,500 to \$5,000		
Part II chapt 4 Art I Sec 4-9 (c)	Alcoholic Beverages	Posting of signs by business: Failure to post a sign Fine		\$500		

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Part II chapt 4 Art II Sec 4-43 (c)	Alcoholic Beverages	License for retail dealer. Annual license fee for retail dealer of nonintoxicating beverages, e.g. 3.2 beer: Sales On Premises versus Sales Off Premises	On Premises \$20; Off Premises \$10			
Part II chapt 4 Art II Sec 4-47 (b)	Alcoholic Beverages	Possession by minors: Maximum Fine		\$500		
Part II chapt 4 Art II Sec 4-49 (a)	Alcoholic Beverages	Posting by business of state penalty for obtaining for persons under 21. Maximum Fine		\$500		
Part II chapt 4 Art II Sec 4-49 (b)	Alcoholic Beverages	Posting by business of state penalty for obtaining for persons under 21. Maximum Fine, per day		\$50		
CHAPTER 5: ANIMALS						
Part II chapt 5 Art I Sec 5-1	Animals	Maximum Fine		\$500		
Part II chapt 5 Art I Sec 5-2 (e)	Animals	Cruelty: Maximum Fine		\$500		
Part II chapt 5 Art I Sec 5-3 (g)	Animals	Vicious Animals: Maximum Fine		\$200		

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Part II chapt 5 Art I Sec 5-5 (2)	Animals	Keeping porcine, goats, sheep, or hoofed animals other than bovines or equines. Goat, sheep, or hoofed animal --Permit Fee	\$10			
Part II chapt 5 Art I Sec 5-5 (3)	Animals	Keeping porcine, goats, sheep, or hoofed animals other an bovines or equines. Porcine--Permit Fee	\$10			
Part II chapt 5 Art I Sec 5-17	Animals	Abandoning animals in public or private place: Fine upon conviction		\$200		
Part II chapt 5 Art I Sec 5-18	Animals	Use of traps: Fine		\$100		
Part II chapt 5 Art I Sec 5-20 (a)	Animals	Animal a nuisance: Bond			\$500	
Part II chapt 5 Art I Sec 5-20 (g)	Animals	Animal a nuisance: Fine		\$200		
Part II chapt 5 Art II Sec 5-50	Animals	Impoundment: Initial Seizure and Impoundment Fee	\$30			

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Part II chapt 5 Art II Sec 5-50	Animals	Impoundment: Per Day Seizure and Impoundment Fee	\$10			
Part II chapt 5 Art II Sec 5-50	Animals	Impoundment: Seizure and Impoundment-- Use of Tranquilizer Fee	\$20			
Part II chapt 5 Art II Sec 5-51 (d)	Animals	Redemption: Maximum Fine		\$500		
Part II chapt 5 Art III Div 2 Sec 5-111 (b)	Animals	Dogs: Annual Fee for Adult Unaltered Male or Female Note: Seniors 50% Discount	\$20			
Part II chapt 5 Art III Div 2 Sec 5-111 (b)	Animals	Dogs: Annual Fee for Adult Altered Male or Female Note: Seniors 50% Discount	\$10			

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Part II chapt 5 Art III Div 2 Sec 5-119	Animals	Dogs. Issuance of duplicate tags: Fee to Replaces lost or stolen Dog License Tag	\$1			
Part II chapt 5 Art III Div 4 Sec 5-178 (1)	Animals	Dogs. Redemption; release: Initial Impoundment Fee; and Per Day Impoundment Fee	\$30; and \$10			
Part II chapt 5 Art III Div 4 Sec 5-179	Animals	Dogs. Adoption in Lieu of Disposal Fee; together with spay/neuter deposit and cost of city license tag	\$10; and \$50			
Part II chapt 5 Art III Div 5 Sec 5-208	Animals	Dogs. Kennels: Dog Kennel Operation Annual License	\$200			
Part II Chapte 5 Art IV Div 2 Sec 5-276	Animals	Cats. Annual Fee for Adult Unaltered Male or Female Note: Seniors 50% Discount	\$20			

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Part II chapt 5 Art IV Div 2 Sec 5-276	Animals	Cats. Annual Fee for Adult altered Male or Female Note: Seniors 50% Discount	\$10			
Part II chapt 5 Art IV Div 2 Sec 5-281	Animals	Cats. Issuance of duplicate tags: Fee to Replaces lost or stolen Cat License Tag	\$1			
Part II chapt 5 Art IV Div 3 Sec 5-307 (1)&(2)	Animals	Cats. Redemption; release: Initial Impoundment Fee; and Per Day Impoundment Fee	\$30; and \$10			
Part II chapt 5 Art IV Div 3 Sec 5-308	Animals	Cats. Adoption in Lieu of Disposal Fee; together with spay/neuter deposit and cost of city license tag	\$10; and \$50			
Part II chapt 5 Art IV Div 4 Sec 5-338 (a)	Animals	Cats. Kennels: Cat Kennel Operation Annual License	\$200			

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Part II chapt 5 Art V Sec 5-372	Animals	Dog and Cat Sterilization. Sterilization or agreement and deposit required for adoption	\$50			
Part II chapt 5 Art V Sec 5-374 (2)	Animals	Maximum Fine of Violation of Form Agreement		\$500		
Part II chapt 5 Art V Sec 5-379	Animals	Dog and Cat Sterilization. Failure to Comply: Maximum Fine		\$500		
CHAPTER 6: AVIATION						
Part II chapt 6 Art III Sec 6-58 (b)	Aviation			\$500		
CHAPTER 7: BUILDINGS AND BUILDING REGULATIONS						
Part II chapt 7 Art II Sec 7-32 Sec 109.2 (A)	Buildings and Building Regulations	New Construction of a Room, Addition, Building, or Structure Fee-- RESIDENTIAL	\$0.17 per square feet			
Part II chapt 7 Art II Sec 7-32 Sec 109.2 (A)	Buildings and Building Regulations	New Construction of a Room, Addition, Building, or Structure Fee-- COMMERCIAL	\$0.20 per square feet			

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Part II chapt 7 Art II Sec 7-32 Sec 109.2 (A)	Buildings and Building Regulations	Remodel or Alteration of Existing Structure-- Construction of a Room, Addition, Building, or Structure Fee-- RESIDENTIAL	\$0.17 per square feet			
Part II chapt 7 Art II Sec 7-32 Sec 109.2 (A)	Buildings and Building Regulations	Remodel or Alteration of Existing Structure-- Construction of a Room, Addition, Building, or Structure Fee-- COMMERCIAL	\$0.20 per square feet			
Part II chapt 7 Art II Sec 7-32 Sec 109.2 (A)	Buildings and Building Regulations	Construction of an accessory structure (between 200-400 Feet): Permit Fee	\$50			
Part II chapt 7 Art II Sec 7-32 Sec 109.2 (A)	Buildings and Building Regulations	Plan Check Fee for Building Plan Review	25% of the building permit fee			
Part II chapt 7 Art II Sec 7-32 Sec 109.2 (A)	Buildings and Building Regulations	Removal of Structure to Another Location Permit Fee	\$50			
Part II chapt 7 Art II Sec 7-32 Sec 109.2 (A)	Buildings and Building Regulations	Demolition Permit Fee	\$50			
Part II chapt 7 Art II Sec 7-32 Sec 109.2 (A)	Buildings and Building Regulations	Swimming Pool Permit Fee	\$60			
Part II chapt 7 Art II Sec 7-32 Sec 109.2 (A)	Buildings and Building Regulations	Driveway Permit Fee	\$50			
Part II chapt 7 Art II Sec 7-32 Sec 109.2 (A)	Buildings and Building Regulations	Minimum Permit Fee	\$20			
Part II chapt 7 Art II Sec 7-32 Sec 114.4	Buildings and Building Regulations	Maximum Fine		\$500		

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Part II chapt 7 Art II Sec 7-32 Sec 114.3	Buildings and Building Regulations	Unlawful Continuance Minimum and Maximum Fine Amounts		\$100, \$500		
Part II chapt 7 Art III Div 3 Sec 7-126 (a)	Buildings and Building Regulations	Electricians. Qualifications. Issuance of Certificate of Registration: Initial Electrical Contractor Fee	\$100			
Part II chapt 7 Art III Div 3 Sec 7-126 (b)	Buildings and Building Regulations	Electricians. Qualifications. Issuance of Certificate of Registration: Annual Renewal Electrical Contractor Fee	\$75			
Part II chapt 7 Art III Div 4 Sec 7-160 (a)	Buildings and Building Regulations	Electrical Inspection Fees. Change of an existing Service, Single Family Residence Fee--Up to 200 amps	\$50			
Part II chapt 7 Art III Div 4 Sec 7-160 (a)	Buildings and Building Regulations	Electrical Inspection Fees. Change of an existing Service, Single Family Residence Fee--200 to 400 amps	\$100			

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Part II chapt 7 Art III Div 4 Sec 7-160 (a)	Buildings and Building Regulations	Electrical Inspection Fees. Change of an existing Service, Single Family Residence Fee--400+ amps	\$150			
Part II chapt 7 Art III Div 4 Sec 7-160 (a)	Buildings and Building Regulations	Electrical Inspection Fees. Change of an existing Service, Commercial or Multiple Occupancy Fee--Up to 200 amps	\$50			
Part II chapt 7 Art III Div 4 Sec 7-160 (a)	Buildings and Building Regulations	Electrical Inspection Fees. Change of an existing Service, Commercial or Multiple Occupancy Fee--200 to 400 amps	\$100			
Part II chapt 7 Art III Div 4 Sec 7-160 (a)	Buildings and Building Regulations	Electrical Inspection Fees. Change of an existing Service, Commercial or Multiple Occupancy Fee--400+ amps	\$150			
Part II chapt 7 Art III Div 4 Sec 7-160 (a)	Buildings and Building Regulations	Electrical Inspection Fees. Elevator Fee: Per each passenger elevator	\$15			

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Part II chapt 7 Art III Div 4 Sec 7-160 (a)	Buildings and Building Regulations	Electrical Inspection Fees. Elevator Fee: Per each frieght elevator	\$3			
Part II chapt 7 Art III Div 4 Sec 7-160 (a)	Buildings and Building Regulations	Electrical Inspection Fees. Reinspection made because of defective work: First Occurrence	\$25			
Part II chapt 7 Art III Div 4 Sec 7-160 (a)	Buildings and Building Regulations	Electrical Inspection Fees. Reinspection made because of defective work: Subsequent occurance(s)	\$50			
Part II chapt 7 Art III Div 4 Sec 7-160 (a)	Buildings and Building Regulations	Electrical Inspection Fees. Temporary Electrical Pole Fee	\$25			
Part II chapt 7 Art VI Div 1 Sec 7-299	Buildings and Building Regulations	Refrigeration, Air Conditioning, and Forced Air Heating. Maximum Fine		\$500		

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Part II chapt 7 Art VI Div 1 Sec 7-302 (a)	Buildings and Building Regulations	Refrigeration, Air Conditioning, and Forced Air Heating. Registration with City: Contractor License Fee -- Initial and Renewal	\$100, \$75			
Part II chapt 7 Art VI Div 2 Sec 7-331 (3) (4)	Buildings and Building Regulations	Refrigeration, Air Conditioning, and Forced Air Heating. Permits and Inspections. Permits Fees: Change of existing service fee	\$25 (\$500 max)			
Part II chapt 7 Art VI Div 2 Sec 7-331 (3) (4)	Buildings and Building Regulations	Refrigeration, Air Conditioning, and Forced Air Heating. Permits and Inspections. Permits Fees: Reinspection fee because of defective work--First Occurrence, and Subsequent Occurrence	\$25, \$50			

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Part II chapt 7 Art VI Div 2 Sec 7-331 (3) (4)	Buildings and Building Regulations	Refrigeration, Air Conditioning, and Forced Air Heating. Permits and Inspections. Permits Fees: Construction without a permit	Triple the Permit Fee			
Part II chapt 7 Art VII Div 1 Sec 7-362 Sec P-113.2 (3)	Buildings and Building Regulations	Plumbing. Change of existing service fee	\$50			
Part II chapt 7 Art VII Div 1 Sec 7-362 Sec P-113.2 (4)	Buildings and Building Regulations	Plumbing. Reinspection fee because of defective work--First Occurrence, and Subsequent Occurrence	\$25, \$50			
Part II chapt 7 Art VII Div 1 Sec 7-362 Sec P-113.2 (5)	Buildings and Building Regulations	Plumbing. Boring Fee	\$50			
Part II chapt 7 Art VII Div 2 Sec 7-397 (1)	Buildings and Building Regulations	Registration of Plumbers. Qualifications and Registration Fees -- Initial	\$100			
Part II chapt 7 Art VII Div 2 Sec 7-398 (a) (1)	Buildings and Building Regulations	Registration of Plumbers. Qualifications and Registration Fees -- Annual Renewal Fee	\$75			

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Part II chapt 7 Art VII Div 2 Sec 7-400 (b)	Buildings and Building Regulations	Registration of Plumbers. Liability Insurance Minimums			\$5,000, \$10,000, \$5,000	
Part II chapt 7 Art VIII Sec 7-432 (4)	Buildings and Building Regulations	International Property Maintenance Code: Minimum and Maximum Fine Amounts		\$50, \$500		
Part II chapt 7 Art XI Sec 7-521	Buildings and Building Regulations	Fair Housing. Maximum Fine		\$500		
Part II chapt 7 Art XIV Sec 7-612	Buildings and Building Regulations	Demolitions of Buildings: Maximum Fine		\$500		
Part II chapt 7 Art XIV Sec 7-614 (b)	Buildings and Building Regulations	Demolitions of Buildings: License Fee	\$75			
Part II chapt 7 Art XIV Sec 7-615	Buildings and Building Regulations	Demolitions of Buildings: Surety Bond			\$10,000	
Part II chapt 7 Art XIV Sec 7-616 (b)	Buildings and Building Regulations	Demolitions of Buildings: Liability Insurance Minimums				\$50,000, \$100,000, \$50,000

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Part II chapt 7 Art XV Sec 7-646 (a)	Buildings and Building Regulations	Storm Cellars: Annual License Fee for engaging in the business of constructing or repairing	\$75			
Part II chapt 7 Art XV Sec 7-646 (b)	Buildings and Building Regulations	Storm Cellars: Annual License Fee for engaging in the business of constructing or repairing -- Late Fee	\$15			
Part II chapt 7 Art XV Sec 7-647 (a)	Buildings and Building Regulations	Storm Cellars: Surety Bond for engaging in the business of constructing or repairing			\$2,000	
Part II chapt 7 Art XV Sec 7-648 (b)	Buildings and Building Regulations	Storm Cellars: Liabilty Insurance Minimums for engaging in the business of constructing or repairing				\$5,000, \$10,000, \$5,000
Part II chapt 7 Art XVI Div 1 Sec 7-676	Buildings and Building Regulations	Moving of Buildings: Minimum Fine		\$500		
Part II chapt 7 Art XVI Div 2 Sec 7-713	Buildings and Building Regulations	Moving of Buildings: Minimum Fine	\$25			

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Part II chapt 7 Art XVI Div 2 Sec 7-713	Buildings and Building Regulations	Moving of Buildings: Permit Fee: For building up to 24 feet in width	\$50			
Part II chapt 7 Art XVI Div 2 Sec 7-713	Buildings and Building Regulations	Moving of Buildings: Permit Fee: For building 30 feet to 32 feet in width	\$75			
Part II chapt 7 Art XVI Div 2 Sec 7-714 (b)	Buildings and Building Regulations	Moving of Buildings: Surety Bond			\$2,000	
Part II chapt 7 Art XVI Div 2 Sec 7-715 (b)	Buildings and Building Regulations	Moving of Buildings: Minimum Liability Insurance			\$5,000, \$10,000 \$5,000	
Part II chapt 7 Art XVI Div 2 Sec 7-716 (c)	Buildings and Building Regulations	Moving of Buildings: Clean up Deposit Prior to Issuance	\$500			
Part II chapt 7 Art XVI Div 2 Sec 7-717	Buildings and Building Regulations	Moving of Buildings: Time Limits for Completion of Moving-- per day fee for exceeding allowable days in permit	\$10			

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CHAPTER 8: BUSINESS, PERMITS, AND LICENSES						
Part II chapt 8 Art II Sec 8-32 (c)	Business, Permits, and Licenses	Alarm Permits required. Fines tied to violation		1st conviction \$25; subsequent conviction \$100		
Part II chapt 8 Art II Sec 8-34 (a)	Business, Permits, and Licenses	Alarm fees required: initial registration	\$25			
Part II chapt 8 Art II Sec 8-34 (b)	Business, Permits, and Licenses	Alarm fees required: renewal license	\$15			
Part II chapt 8 Art II Sec 8-34 (c)	Business, Permits, and Licenses	Alarm fees required: reinstatement fee	\$50			
Part II chapt 8 Art II Sec 8-35	Business, Permits, and Licenses	False alarms		1st conviction \$25; subsequent conviction \$100		
Part II chapt 8 Art II Sec 8-40	Business, Permits, and Licenses	Enforcement of all other section violations		1st conviction \$25; subsequent conviction \$100		
Part II chapt 8 Art VI Div 1 Sec 8-192	Business, Permits, and Licenses	Peddlers, Solicitors, and Itinerant Merchants: Penalty for violation		\$500		
Part II chapt 8 Art VI Div 2 Sec 8-224	Business, Permits, and Licenses	License fee	\$3 per day; or \$15 per week; or \$50 per year			
Part II chapt 8 Art VI Div 2 Sec 8-225 (a)	Business, Permits, and Licenses	Bond			\$2,000	
Part II chapt 8 Art VI Div 3 Sec 8-256	Business, Permits, and Licenses	Penalty for violation		\$500		
Part II chapt 8 Art VI Div 3 Sec 8-259	Business, Permits, and Licenses	Snow cone merchant's license	\$25			
Part II chapt 8 Art VI Div 4 Sec 8-291	Business, Permits, and Licenses	Charitable Solicitations: Penalty for violation		\$500		
Part II chapt 8 Art VII Sec 8-326	Business, Permits, and Licenses	Pawnbrokers: Violations penalty		\$500		
Part II chapt 8 Art VII Sec 8-327	Business, Permits, and Licenses	Pawnbrokers: Regulatory Fee	\$25			
Part II chapt 8 Art VII Sec 8-328 (a)	Business, Permits, and Licenses	Pawnbrokers: Bond			\$1,000	

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Part II chapt 8 Art VIII Sec 8-363	Business, Permits, and Licenses	Auctioneers: License Fee per annum; per day in lieu of per annum; per week in lieu of annum; per month in lieu of annum	 \$100; \$10; \$20; \$30			
Part II chapt 8 Art VIII Sec 8-364	Business, Permits, and Licenses	Auctioneers: Bond			\$1,000	
Part II chapt 8 Art IX Div 1 Sec 8-398	Business, Permits, and Licenses	Residential Sales: Violations penalty		\$500		
Part II chapt 8 Art IX Div 2 Sec 8-434	Business, Permits, and Licenses	Residential Sales: License fee	\$10			
Part II chapt 8 Art X Div 1 Sec 8-465	Business, Permits, and Licenses	Vehicles For Hire: Violations Penalty		\$500		
Part II chapt 8 Art X Div 2 Sec 8-505	Business, Permits, and Licenses	Vehicles For Hire: Initial License Fee; License fee for each additional vehicle	 \$25; \$10			

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CHAPTER 9: CABLE COMMUNICATIONS						
						General liability Insurance: Bodily injury per person-\$500,000. Bodily injury per occurrence - \$1,000,000. Property damage per occurrence - \$1,000,000. Property damage, aggregate - \$1,000,000. Automobile insurance: Bodily injury per person - \$500,000 Bodily injury per occurrence \$1,000,000. Property damage per occurrence - \$1,000,000.
Part II chapt 9 Art II Div 1 Sec 9-38 (c)(1) (2)	Cable Communications	Liability and indemnification: insurance				
Part II chapt 9 Art II Div 2 Sec 9-66 (b)	Cable Communications	System Requirements: Bond			\$125,000	

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CHAPTER 10: CEMETARIES						
Part II chapt 10 Sec 10-1	Cemeteries	Violations Penalty		\$500		
		Sale of Lots:				
		Adult Lot;	\$400;			
Part II chapt 10 Sec 10-9	Cemeteries	Infant Lot	\$200			
		Preparation and closing of graves; fees.				
		If the City provides such services;	\$400			
Part II chapt 10 Sec 10-11	Cemeteries					
		Preparation and closing of graves; fees.				
Part II chapt 10 Sec 10-11	Cemeteries	Additional Tent Fee	\$100			
		Preparation and closing of graves; fees.				
Part II chapt 10 Sec 10-11	Cemeteries	Opening and Closing Infant Graves	\$200			
		Preparation and closing of graves; fees.				
Part II chapt 10 Sec 10-11	Cemeteries	Cremation burials	\$100			
		Preparation and closing of graves; fees.				
Part II chapt 10 Sec 10-11	Cemeteries	After 4:00PM Monday thru Friday an Overtime charge	\$250			

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Part II chapt 10 Sec 10-11	Cemeteries	Preparation and closing of graves; fees. Overtime Charge Saturday prior to 12:00 Noon	\$350			
Part II chapt 10 Sec 10-11	Cemeteries	Preparation and closing of graves; fees. Overtime Charges after 12:00 Noon on Saturaday	\$450			
Part II chapt 10 Sec 10-11	Cemeteries	Preparation and closing of graves; fees. Overtime Charge for services on a nonfederal municipal holiday	\$400			
Part II chapt 10 Sec 10-11	Cemeteries	Preparation and closing of graves; fees. Disinterment Fee	\$600			
Part II chapt 10 Sec 10-11	Cemeteries	Preparation and closing of graves; fees. Reinterment Fee	\$400			
Part II chapt 10 Sec 10-11	Cemeteries	Columbarium Fees: Two <u>Lower</u> Rows, Per Niche, Includes Opening and Closing, and Name, Birth and Death Dates (rows C&D)	\$800 per niche			

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Part II chapt 10 Sec 10-11	Cemeteries	Columbarium Fees: Two Upper Rows, Per Niche, Includes Opening and Closing, and Name, Birth and Death Dates (rows A&B)	\$1000 per niche			
CHAPTER 11: CIVIL EMERGENCIES						
Part II chapt 11 Art III Sec 11-133	Civil Emergencies	911 Emergency Number: False alarm, complaint, or information: Conviction maximum fine		\$500		
CHAPTER 12: COURT						
Part II chapt 12 Art 1 Sec 12-26	Court			\$35		
Part II chapt 12 Art III Sec 12-55	Court	Bond of Clerk and Judge; Fees, Fines, and Forfeitures: Service of arrest warrant sheriffs' fee	\$20			
Part II chapt 12 Art III Sec 12-66	Court	Bond of Clerk and Judge; Fees, Fines, and Forfeitures: Maximum Bail		\$1,000		

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Part II chapt 12 Art III Sec 12-66	Court	Bond of Clerk and Judge; Fees, Fines, and Forfeitures: Maximum Cash Bond		\$1,000		
Part II chapt 12 Art III Sec 12-67	Court	Bond of Clerk and Judge; Fees, Fines, and Forfeitures: Release on personal recognizance Maximum Bail		\$1,000		
Part II chapt 12 Art V Sec 12-118 (a)	Court	Imprisonment; Judgments and Sentences. Enforcement of payments of fines or costs by imprisonment-- Persons unable to pay: Imprisonment Rate per day for financially able defendant	\$25			

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Part II chapt 12 Art V Sec 12-119	Court	Imprisonment; Judgments and Sentences. Municipal Court judgments and sentences Maximum Fine for deferred sentence administrative fee		\$500		
Part II chapt 12 Art VI Sec 12-145	Court	Court costs and fees. Maximum Court Costs		\$30		
Part II chapt 12 Art VI Sec 12-149 (b)	Court	Appeals. Upon conviction,the judge of the municipal court will enter an order on the docket fixing an amount in which bond may be given by the defendant, in cash or sureties for cash in an amount of not less than \$100.00 nor more than twice the amount of such fine.			\$100 or more	
Part II chapt 12 Art VI Sec 12-152	Court	Penalty for exceeding the posted speed limit. Maximum Fine, Maximum Court Costs		\$10; and \$15		

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CHAPTER 13: FIRE PREVENTION AND PROTECTION						
Part II chapt 13 Art I Sec 13-4 (d) 1	Fire Prevention and Protection	Operating a special amusement building fee	\$50			
Part II chapt 13 Art I Sec 13-4 (d) 2	Fire Prevention and Protection	Conducting a carnival or fair fee	\$25			
Part II chapt 13 Art I Sec 13-4 (d) 3	Fire Prevention and Protection	Displays in covered malls of liquid- or gas-fired equipment, open-flame or flame-producing equipment, highly combustible goods and similar items fee	\$50			
Part II chapt 13 Art I Sec 13-4 (d) 4	Fire Prevention and Protection	Operating exhibits and trade shows fee	\$50			
Part II chapt 13 Art I Sec 13-4 (d) 5	Fire Prevention and Protection	Manufacture, storage, handling, sale or use of any quantity of explosive, explosive material, fireworks, or pyrotechnic special effects fee	\$50			
Part II chapt 13 Art I Sec 13-4 (d) 6	Fire Prevention and Protection	Open burning for any purpose other than recreational fires fee	\$25			
Part II chapt 13 Art I Sec 13-4 (d) 7	Fire Prevention and Protection	Operating an air-supported temporary membrane structure or a tent having an area is excess of 200 square feet, or a canopy in excess of 400 square feet fee	\$25			

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Part II chapt 13 Art I Sec 13-4 (d) 8	Fire Prevention and Protection	Installation of or modification to an automatic fire-extinguishing system fee	\$100			
Part II chapt 13 Art I Sec 13-4 (d) 9	Fire Prevention and Protection	Installation of or modification to fire alarm and detection systems fee	\$35			
Part II chapt 13 Art I Sec 13-4 (d) 10	Fire Prevention and Protection	Installation of or modification to fire pumps and related fuel tanks, jockey pumps, controllers, and generators fee	\$100			
Part II chapt 13 Art I Sec 13-4 (d) 11	Fire Prevention and Protection	Install, alter, remove, abandon or otherwise dispose of a flammable or combustible liquid tank fee	\$100			
Part II chapt 13 Art I Sec 13-4 (d) 12	Fire Prevention and Protection	Installation, modification, or removal from service of a standpipe system fee	\$100			
Part II chapt 13 Art I Sec 13-9 (b)	Fire Prevention and Protection	False Alarm maximum fine if convicted		\$750		
Part II chapt 13 Art I Sec 13-10 (a)	Fire Prevention and Protection	Installation Fee For a Woodburning (Solid Fuel) Stove	\$15			

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Part II chapt 13 Art II Sec 13-37 Sec 109.3 & Sec 111.4	Fire Prevention and Protection	Fire Prevention Code: Amendments of Section 109.3: Violation Penalties (\$500); Amendments of Section 111.4: Failure to Comply penalty (\$100-\$500)		Amendments of Section 109.3: Violation Penalties = \$500 Amendments of Section 111.4: Failure to Comply penalty = between \$100 and \$500		
Part II chapt 13 Art IV Sec 13-139	Fire Prevention and Protection	Fireworks Display Permit Fee	\$100			
Part II chapt 13 Art IV Sec 13-139	Fire Prevention and Protection	Fireworks Display Permit General Liability Insurance Policy				\$1,000,000
CHAPTER 14: FLOODS						
Part II chapt 14 Art II Div 2 Sec 14-70 (1)	Floods	Floodplain management fee schedule: Notice of Intent Fee	\$25			
Part II chapt 14 Art II Div 2 Sec 14-70 (2)	Floods	Floodplain management fee schedule: Floodplain Development Permit Application Review	\$100			

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Part II chapt 14 Art II Div 2 Sec 14-70 (3)	Floods	Floodplain management fee schedule: Floodplain Development Permit Fee	\$25			
Part II chapt 14 Art II Div 2 Sec 14-70 (4)	Floods	Floodplain management fee schedule: Inspection Fee	\$25			
Part II chapt 14 Art II Div 2 Sec 14-71	Floods	Maximum Penalty for each conviction of noncompliance		\$500		
CHAPTER 15: HEALTH & SANITATION						
Part II chapt 15 Art 1 Sec 15-2 (b)	Health & Sanitation	Food Service Sanitation: Maximum Penalty for Violation and Conviction		\$500		
Part II chapt 15 Art II Div 1 Sec 15-32	Health & Sanitation	Ambulances: Maximum Penalty for Violation and Conviction		\$500		

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Part II chapt 15 Art II Div 1 Sec 15-37 (b)	Health & Sanitation	Ambulances: Minimum Insurance Per Vehicle				\$100,000 for injuries to or death of any one person arising out of any one accident; \$300,000 for injuries to or death for more than one person arising out of any one accident; \$100,000 for damages to property arising from any one accident
Part II chapt 15 Art II Div 1 Sec 15-58 (b)	Health & Sanitation	Emergency Calls: Maximum Penalty		\$500		
Part II chapt 15 Art II Div 1 Sec 15-58 (c)	Health & Sanitation	Emergency Calls: Maximum Penalty		\$500		
Part II chapt 15 Arcitcle II Div 2 Sec 15-90	Health & Sanitation	Annual License Fee to Engage in Ambulance Business	\$25			
Part II chapt 15 Art III Sec 15-122 (a)	Health & Sanitation	Sprayers and Exterminators: Annual License Fee	\$25			

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CHAPTER 16: LAKES						
Part II chapt 16 Art II Div 4 Sec 16-117 (a)	Lakes	Fishing: Annual License Fee	\$15			
Part II chapt 16 Art II Div 4 Sec 16-117 (a)	Lakes	Fishing: Daily License Fee	\$3			
Part II chapt 16 Art II Div 4 Sec 16-117 (g)	Lakes	Fishing: Portion of License Fee May Be Kept By Retail Outfits Other Than The City	\$1			
Part II chapt 16 Art II Div 4 Sec 16-118 (b)	Lakes	Fishing: Maximum Penalty Imposed On Violation of Kind Of Fish Taken Section		\$500		
Part II chapt 16 Art II Div 4 Sec 16-121 (a)	Lakes	Fishing: Maximum Penalty Imposed On Violation of Fishing In Connecting Channel Subsection;		\$500		
Part II chapt 16 Art II Div 4 Sec 16-121 (b)	Lakes	Fishing: Maximum Penalty Imposed On Violation of Number of Fish Taken Subsection		\$500		

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Part II chapt 16 Art II Div 5 SubDiv I Sec 16-151 (c)	Lakes	Hunting: Penalty for Use of Motor-Driven Vehicle in Game Refuge		\$100		
Part II chapt 16 Art II Div 5 SubDiv I Sec 16-153 (d)	Lakes	Hunting: Seasonal License Fee Dove, Quail, Squirrel, or Rabbit Hunting	\$8			
Part II chapt 16 Art II Div 5 SubDiv I Sec 16-153 (d)	Lakes	Hunting: Daily License Fee Per Dove, Quail, Squirrel, or Rabbit Hunting Season	\$2			
Part II chapt 16 Art II Div 5 SubDiv II Sec 16-183 (a)	Lakes	Hunting: Annual Hunting License Upon the Waters or Lands Owned or Controlled By City Surrounding Twin Lakes No. 1 and 2	\$8			
Part II chapt 16 Art II Div 5 SubDiv II Sec 16-183 (a)	Lakes	Hunting: Daily Hunting License Upon the Waters or Lands Owned or Controlled By City Surrounding Twin Lakes No. 1 and 2	\$2			
Part II chapt 16 Art II Div 6 SubDiv II Sec 16-253 (a)	Lakes	Recreator's Annual License to Operate Watercraft	\$26			

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Part II chapt 16 Art II Div 6 SubDiv II Sec 16-253 (a)	Lakes	Recreator's Daily License to Operate Watercraft	\$7			
Part II chapt 16 Art II Div 6 SubDiv II Sec 16-253 (b)	Lakes	Dealers' Annual License to Operate Watercraft	\$25			
Part II chapt 16 Art II Div 7 Sec 16-288 (a)	Lakes	Camping: Daily Fee	\$5			
Part II chapt 16 Art II Div 8 Sec 16-321	Lakes	Lot Rentals: Annual Rental/Lease Fee Per Lake Lot	\$600			
Part II chapt 16 Art II Div 8 Sec 16-322 (b)	Lakes	Lot Rentals: Transfer Fee	\$1,000			
Part II chapt 16 Art II Div 8 Sec 16-326	Lakes	Lot Rentals: Early Cancellation of Lease Fee	\$1,000			
Part II chapt 16 Art II Div 8 Sec 16-327	Lakes	Lot Rentals: Renewal of Lease After Cancellation Fee	\$75			
Part II chapt 16 Art II Div 8 Sec 16-328	Lakes	Inspection Fee of Lake Lot Septic System	\$75			

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CHAPTER 18: MANUFACTURED HOMES						
Part II chapt 18 Art 1 Sec 18-2	Manufactured Homes	Maximum Penalty For Each Offense of This Chapter		\$500		
		Mobile/Manufactured Home or Travel Trailer/RV Park.				
Part II chapt 18 Art V Div 2 Sec 18-154	Manufactured Homes	Maximum Initial License Fee for up to 30 Spaces	\$30			
		Mobile/Manufactured Home or Travel Trailer/RV Park.				
Part II chapt 18 Art V Div 2 Sec 18-154	Manufactured Homes	Maximum Initial License Fee for each space over 30 spaces	\$3			
CHAPTER 19: MOTOR VEHICLES AND TRAFFIC						
		Valid License Required.				
Part II chapt 19 Art I Sec 19-4 (a) (b)	Motor Vehicles and Traffic	Maximum Fine		\$100		
		Valid License Required.				
		Maximum Fine for Driving with with suspended, cancelled, denied, or revoked license:				
Part II chapt 19 Art I Sec 19-4 (a) (b)	Motor Vehicles and Traffic	Maximum Fine - First Offense		\$100		

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Part II chapt 19 Art I Sec 19-4 (a) (b)	Motor Vehicles and Traffic	Valid License Required. Maximum Fine for Driving with with suspended, cancelled, denied, or revoked license: Maximum Fine - Subsequent Offense		\$500		
Part II chapt 19 Art II Div 1 Sec 19-42 (a)	Motor Vehicles and Traffic	Administration and Enforcement. Maximum Fine		\$100		
Part II chapt 19 Art II Div 1 Sec 19-51 (a)	Motor Vehicles and Traffic	Motor Vehicle Impoundment Fee	\$100			
Part II chapt 19 Art IV Sec 19-178 (c)	Motor Vehicles and Traffic	Driving under the influence of intoxicating liquor or drugs Maximum Fine		\$500		
Part II chapt 19 Art IV Sec 19-178.5	Motor Vehicles and Traffic	Driving while impaired Maximum Fine		\$200		
Part II chapt 19 Art IV Sec 19-182 (e)	Motor Vehicles and Traffic	Use of safety belts: Fine and court cost		\$10, \$15		
Part II chapt 19 Art IV Sec 19-183 (f)	Motor Vehicles and Traffic	Child passenger restraint system: Fine and court cost		\$10, \$15		
Part II chapt 19 Art VI Sec 19-251	Motor Vehicles and Traffic	Accidents. Maximum Fine		\$200		

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Part II chapt 19 Art XI Div 2 Subdiv I Sec 19-451 (b)	Motor Vehicles and Traffic	Parking on posted private property: Maximum Fine		\$20 plus removal charges incurred		
Part II chapt 19 Art XI Div 2 Subdiv I Sec 19-453 (c) (d)	Motor Vehicles and Traffic	Central business district. Illegal parking fine		\$5		
Part II chapt 19 Art XI Div 4 Sec 19-696 (d)	Motor Vehicles and Traffic	Heavy Vehicles. Load limits on bridges: Maximum Fine		\$200		
CHAPTER 20: OFFENSES AND MISC. PROVISIONS						
Part II chapt 20 Art I Sec 20-7 (b)	Offenses and Miscellaneous Provisions	Maximum Penalty For Removing, Destroying, or Defacing Decorations		\$500		
Part II chapt 20 Art I Sec 20-8 (c)	Offenses and Miscellaneous Provisions	Assault, Battery: Use of Taser Fee	\$30			
Part II chapt 20 Art I Sec 20-9	Offenses and Miscellaneous Provisions	Blasphemy: Maximum Penalty		\$500		
Part II chapt 20 Art I Sec 20-10 (c)	Offenses and Miscellaneous Provisions	Fortunetelling: Maximum Penalty		\$500		
Part II chapt 20 Art I Sec 20-11 (b)	Offenses and Miscellaneous Provisions	Disorderly House: Maximum Penalty		\$500		

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Part II chapt 20 Art I Sec 20-12 (b)	Offenses and Miscellaneous Provisions	Consuming or Inhaling Intoxicants in Public Places: Maximum Penalty		\$500		
Part II chapt 20 Art I Sec 20-13 (b)	Offenses and Miscellaneous Provisions	Abandoned Refrigerators, Iceboxes, or Airtight Containers: Maximum Penalty		\$500		
Part II chapt 20 Art I Sec 20-14 (d)	Offenses and Miscellaneous Provisions	Disturbing Assemblies: Maximum Penalty		\$500		
Part II chapt 20 Art I Sec 20-15	Offenses and Miscellaneous Provisions	Disturbance by loud or unusual noise or abusive, violent, profane, or threatening language: Maximum Penalty		\$500		
Part II chapt 20 Art I Sec 20-16 (b)	Offenses and Miscellaneous Provisions	Insulting Displays: Maximum Penalty		\$500		
Part II chapt 20 Art I Sec 20-17 (a)	Offenses and Miscellaneous Provisions	Fraud to Obtain Food, Lodging, or Services: Maximum Penalty under this Subsection		\$500		
Part II chapt 20 Art I Sec 20-17 (b)	Offenses and Miscellaneous Provisions	Fraud to Obtain Food, Lodging, or Services: Maximum Penalty under this Subsection		\$500		

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Part II chapt 20 Art I Sec 20-18 (d)	Offenses and Miscellaneous Provisions	Petit Larceny: Maximum Penalty upon Conviction		\$500		
Part II chapt 20 Art I Sec 20-21 (e)	Offenses and Miscellaneous Provisions	Shoplifting: Range of fines		\$50 to \$200		
Part II chapt 20 Art I Sec 20-22 (b)	Offenses and Miscellaneous Provisions	Malicious Mischief: Maximum Penalty		\$500		
Part II chapt 20 Art I Sec 20-24 (b)	Offenses and Miscellaneous Provisions	Taking or Withholding Possession of City Property: Maximum Penalty		\$500		
Part II chapt 20 Art I Sec 20-26 (b)	Offenses and Miscellaneous Provisions	Radio and Television Interference: Maximum Penalty		\$500		
Part II chapt 20 Art I Sec 20-27 (c)	Offenses and Miscellaneous Provisions	Trespassing: Maximum Penalty		\$500		
Part II chapt 20 Art 1 Sec 20-30 (b)	Offenses and Miscellaneous Provisions	Barbed Wire Fence: Maximum Penalty		\$500		
Part II chapt 20 Art I Sec 20-31 (b)	Offenses and Miscellaneous Provisions	Electrical Fences: Maximum Penalty		\$500		
Part II chapt 20 Art I Sec 20-32 (d) (1)	Offenses and Miscellaneous Provisions	Possession of Marijuana: Maximum Penalty for First Violation		\$100		

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Part II chapt 20 Art I Sec 20-32 (d) (2)	Offenses and Miscellaneous Provisions	Possession of Marijuana: Maximum Penalty for Second and Subsequent Violation		\$500		
Part II chapt 20 Art I Sec 20-33 (b)	Offenses and Miscellaneous Provisions	Indecent Exposure: Maximum Penalty		\$500		
Part II chapt 20 Art I Sec 20-34 (b)	Offenses and Miscellaneous Provisions	Abuse of City Tennis Courts: Maximum Fine		\$500		
Part II chapt 20 Art I Sec 20-35 (c)	Offenses and Miscellaneous Provisions	Uses of Airport Trail: Maximum Fine		\$500		
Part II chapt 20 Art I Sec 20-36 (c)	Offenses and Miscellaneous Provisions	Possession of Laser Pointing Devices: Maximum Fine		\$500		
Part II chapt 20 Art I Sec 20-39 (e)	Offenses and Miscellaneous Provisions	Resisting a Police Officer: Use of Taser Fee	\$30			
Part II chapt 20 Art II Sec 20-68 (b)	Offenses and Miscellaneous Provisions	Discharging Firearms in Public Place: Maximum Fine		\$500		
Part II chapt 20 Art III Div 1 Sec 20-98 (e)	Offenses and Miscellaneous Provisions	Unlawful Curfew: Maximum Fine		\$500		
Part II chapt 20 Art III Div 1 Sec 20-99 (b)	Offenses and Miscellaneous Provisions	Leaving Child in Vehicle: Maximum Fine		\$500		

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Part II chapt 20 Art III Div 1 Sec 20-100 (b)	Offenses and Miscellaneous Provisions	Allowing or Encouraging Minor to Commit Offenses: Maximum Fine		\$500		
Part II chapt 20 Art III Div 1 Sec 20-101 (b)	Offenses and Miscellaneous Provisions	Parental Responsibility; Failure to Control: Maximum Fine		\$500		
Part II chapt 20 Art III Div 1 Sec 20-102 (b)	Offenses and Miscellaneous Provisions	Commission of Crime in Presence of Minor: Maximum Fine		\$500		
Part II chapt 20 Art III Div 1 Sec 20-103 (b)	Offenses and Miscellaneous Provisions	Permitting Crimes or Disorderliness on Premises: Maximum Fine		\$500		
Part II chapt 20 Art III Div 1 Sec 20-105 (c)	Offenses and Miscellaneous Provisions	Truancy: Maximum Fine For Parent		\$500		
Part II chapt 20 Art III Div 1 Sec 20-105 (d)	Offenses and Miscellaneous Provisions	Truancy: Maximum Fine First Offense; Second Offense; and Subsequent Offense		\$50; \$100; \$500		
Part II chapt 20 Art III Div 2 Sec 20-133 (e)	Offenses and Miscellaneous Provisions	Tobacco Products. Furnishing Prohibited: Maximum Fine First Offense; and Second and Subsequent Offense		\$100; \$200		

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Part II chapt 20 Art III Div 2 Sec 20-134 (b)	Offenses and Miscellaneous Provisions	Tobacco Products. Falsifying Proof of Age: Maximum Fine First Offense; and Second and Subsequent Offense		\$100; \$200		
Part II chapt 20 Art III Div 2 Sec 20-135 (c)	Offenses and Miscellaneous Provisions	Tobacco Products. Distribution of Samples: Maximum Fine First Offense; and Second and Subsequent Offense		\$100; \$200		
Part II chapt 20 Art III Div 2 Sec 20-136 (b)	Offenses and Miscellaneous Provisions	Tobacco Products. Sale of Cigarettes in Non-original, Sealed, Packaging: Maximum Fine		\$200		
Part II chapt 20 Art III Div 2 Sec 20-137 (b)	Offenses and Miscellaneous Provisions	Tobacco Products. Tobacco Vending Machines: Fine First Offense; and Second and Subsequent Offense		\$100, \$200		
Part II chapt 20 Art III Div 2 Sec 20-138 (b)	Offenses and Miscellaneous Provisions	Tobacco Products. Display of Tobacco Age Restriction Signage: Fine For Each Day of Violation		\$100		

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Part II chapt 20 Art III Div 2 Sec 20-139 (c)	Offenses and Miscellaneous Provisions	Tobacco Products. Public Access to Tobacco Products: Fine First Offense; and Second and Subsequent Offense		\$100, \$200		
Part II chapt 20 Art III Div 2 Sec 20-140	Offenses and Miscellaneous Provisions	Tobacco Products. Tobacco Paraphenalia: Fine		\$100		
Part II chapt 20 Art III Div 3 Sec 20-162 (f)	Offenses and Miscellaneous Provisions	Consumption of Alcoholic Beverages By Minors. Hosting, Permitting, or Allowing a Party, Gathering or Event Where Minors are Consuming Alcohol: Maximum Fine		\$500		
Part II chapt 20 Art IV Div 1 Sec 20-169	Offenses and Miscellaneous Provisions	Nuisances. Maintaining or Permitting Nuisances: Maximum Fine		\$500		
Part II chapt 20 Art IV Div 1 Sec 20-172 (d)	Offenses and Miscellaneous Provisions	Nuisances. Loud Sound from Amplification Systems in Motor Vehicle: Maximum Fine		\$500		

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Part II chapt 20 Art IV Div 1 Sec 20-173 (d)	Offenses and Miscellaneous Provisions	Nuisances. Loud Sound from Amplification Systems in Private Residences: Maximum Fine		\$500		
Part II chapt 20 Art IV Div 2 Sec 20-202 (j)	Offenses and Miscellaneous Provisions	Accumulation of Trash and Weeds. Health Nuisances: Maximum Fine		\$200		
Part II chapt 20 Art V Sec 20-240 (c)	Offenses and Miscellaneous Provisions	Graffiti. Application Prohibited: Maximum Fine		\$500		
Part II chapt 20 Art V Sec 20-242 (e)	Offenses and Miscellaneous Provisions	Graffiti. Sale of Spray Paint to Minors: Maximum Fine		\$500		
Part II chapt 20 Art V Sec 20-243 (c)	Offenses and Miscellaneous Provisions	Prohibitions on Spray Paint Containers and Broad-tipped Indelible Markers: Maximum Fine		\$500		
CHAPTER 21: PARKS & RECREATION						
Part II chapt 21 Art I Sec 21-1	Parks & Recreation	Maximum Fine		\$500		
Part II chapt 21 Art I Sec 21-9 (c)	Parks & Recreation	Vendors in recreational areas: Daily Fee	\$2.50			
Part II chapt 21 Art I Sec 21-9 (c)	Parks & Recreation	Vendors in recreational areas: Specific Event Fee	\$7.50			

<u>MUNICIPAL CODE SITE</u>	<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>FINE</u>	<u>BOND</u>	<u>INSURANCE</u>
Part II chapt 21 Art I Sec 21-9 (e)	Parks & Recreation	Vendors in recreational areas: Maximum Fine		\$500		
New Ordinance	Parks & Recreation	Shawnee Splash: Youth/ Senior Daily Admission Fee	\$5			
New Ordinance	Parks & Recreation	Shawnee Splash: Adult Daily Admission Fee	\$6			
New Ordinance	Parks & Recreation	Shawnee Splash: Non Swimmer Admission Fee	\$2			
New Ordinance	Parks & Recreation	Shawnee Splash: Youth/Senior Twilight Admission Fee	\$2.50			
New Ordinance	Parks & Recreation	Shawnee Splash: Adult Twilight Admission Fee	\$3			
New Ordinance	Parks & Recreation	Shawnee Splash: Non Swimmer Twilight Fee	\$1			
New Ordinance	Parks & Recreation	Shawnee Splash: Individual Season Pass	\$50			
New Ordinance	Parks & Recreation	Shawnee Splash: Senior Season Pass	\$40			

<u>MUNICIPAL CODE SITE</u>	<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>FINE</u>	<u>BOND</u>	<u>INSURANCE</u>
New Ordinance	Parks & Recreation	Shawnee Splash: Family Season Pass	\$130			
New Ordinance	Parks & Recreation	Shawnee Splash: Per Hour Private Rental	\$220			
New Ordinance	Parks & Recreation	Shawnee Splash: Per Hour Private Rental for Season Pass Holder	\$175			
New Ordinance	Parks & Recreation	Shawnee Splash: Party Space Rental	\$100 to \$175			
New Ordinance	Parks & Recreation	Municipal Gym Rental Fees: Per Hour Gym Space	\$35			
New Ordinance	Parks & Recreation	Municipal Gym Rental Fees: Admission Open Gym	\$3			
New Ordinance	Parks & Recreation	Community Center Rental Fees: Per Hour Rental after 5:00 pm	\$35			
New Ordinance	Parks & Recreation	Community Center Rental Fees: Per Hour Rental Monday thru Friday 8:00 am to 5:00 pm	\$25			

<u>MUNICIPAL CODE SITE</u>	<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>FINE</u>	<u>BOND</u>	<u>INSURANCE</u>
New Ordinance	Parks & Recreation	Community Center Rental Fees: Daily Rate (8 hours) + Rate per each additional hour up to 9:00pm	\$200 Daily Rate; \$10 per additional hour			
New Ordinance	Parks & Recreation	Community Center Rental Fees: Refundable Cleaning Deposit	\$25			
New Ordinance	Parks & Recreation	Park Pavillion Rental per 3 Hour Time Slot	\$25			
CHAPTER 23: SOLID WASTE						
Part II chapt 23 Art II Sec 23-38 (a) (1)	Solid Waste	Once a week residential curbside solid waste collection	\$10			
Part II chapt 23 Art II Sec 23-38 (a) (2)	Solid Waste	Once a week yard waste collection and processing	\$0.75			
Part II chapt 23 Art II Sec 23-38 (a) (3)	Solid Waste	Extra polycart for curbside collection (95 gallons)	\$4			
Part II chapt 23 Art II Sec 23-38 (a) (4)	Solid Waste	Optional polycart (65 gallons-automated)	\$8			
Part II chapt 23 Art II Sec 23-38 (a) (5)	Solid Waste	Community transfer station-manned	\$0.75			
Part II chapt 23 Art II Sec 23-38 (a) (6)	Solid Waste	Once a month residential curbside bulk waste collection	\$0.20			

<u>MUNICIPAL CODE SITE</u>	<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>FINE</u>	<u>BOND</u>	<u>INSURANCE</u>
Part II chapt 23 Art II Sec 23-38 (a) (7)	Solid Waste	Once a month city-wide cleanup (Four roll offs at specific sites)	No Charge			
Part II chapt 23 Art II Sec 23-38 (a) (8)	Solid Waste	Community recycling locations (cost per location)	\$0.30			
Part II chapt 23 Art II Sec 23-38 (a) (9)	Solid Waste	City of Shawnee government solid-waste disposal	No Charge			
Part II chapt 23 Art II Sec 23-38 (a) (10)	Solid Waste	Land fill use charge to residents on a user-fee basis	No Charge			
Part II chapt 23 Art II Sec 23-38 (a) (11)	Solid Waste	City administration fee	\$1.69			
Part II chapt 23 Art II Sec 23-38 (c)	Solid Waste	Multifamily Dwelling Monthly Rate / Unit	\$5			
Part II chapt 23 Art II Sec 23-38 (f)	Solid Waste	Minimum deposit for garbage service from City	\$15			
Part II chapt 23 Art II Sec 23-40	Solid Waste	Disposal of household hazardous waste; rates	Not included in this Schedule; See Code Sec 23-40			
Part II chapt 23 Art III Sec 23-67 (b)	Solid Waste	City Dump; Sanitary Landfill: Fee per cubic yard	\$0.75			
CHAPTER 24: STREETS AND SIDEWALKS						
Part II chapt 24 Art I Sec 24-1	Streets and Sidewalks	Maximum Fine		\$500		
Part II chapt 24 Art I Sec 24-2 (a)	Streets and Sidewalks	Street Paving or Improvement Work Bond			\$5,000	

<u>MUNICIPAL CODE SITE</u>	<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>FINE</u>	<u>BOND</u>	<u>INSURANCE</u>
Part II chapt 24 Art I Sec 24-2 (b)	Streets and Sidewalks	Street Paving or Improvement Work Liability				\$100,000, \$300,000, \$100,000
Part II chapt 24 Art II Sec 24-46 (a)	Streets and Sidewalks	Permit to Construct or Repair Fee				
Part II chapt 24 Art III Div 2 Sec 24-114 (e)	Streets and Sidewalks	Administrative Fee	\$10			
Part II chapt 24 Art III Div 2 Sec 24-114 (e)	Streets and Sidewalks	If a curb is cut into, a fee for cutting or removing a curbing exceeding 20 feet shall be \$1.00 per foot for each additional foot in excess of 20 feet.	\$20			
Part II chapt 24 Art III Div 2 Sec 24-115	Streets and Sidewalks	Permit Renewal Fee	\$1			
Part II chapt 24 Art IV Div 1 Sec 24-146	Streets and Sidewalks	Excavations: Maximum Fine	\$10			
Part II chapt 24 Art IV Div 1 Sec 24-147	Streets and Sidewalks	Excavation: Bond		\$500	\$2,000	
Part II chapt 24 Art IV Div 1 Sec 24-148 (b)	Streets and Sidewalks	Excavations: liability Insurance Coverage				\$5,000, \$10,000, \$5,000
Part II chapt 24 Art IV Div 2 Sec 24-177 (b)	Streets and Sidewalks	Streets: Cut Fee	\$60			

<u>MUNICIPAL CODE SITE</u>	<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>FINE</u>	<u>BOND</u>	<u>INSURANCE</u>
CHAPTER 25: TAXATION						
Part II chapt 25 Art II Div 1 Sec 25-35	Taxation	Failure or Refusal to Pay or Fraudulent Returns under this Section: Maximum Fine		\$500		
Part II chapt 25 Art III Div 1 Sec 25-162	Taxation	Failure or Refusal to Pay or Fraudulent Returns under this Section: Maximum Fine		\$500		
CHAPTER 26: UTILITIES						
CHAPTER 26 ARTICLE I GENERAL						
Part II chapt 26 Art I Sec 26-1 (c) and (d)	Utilities	Investor Owned Utilities	Franchise Tax + Current Sales Tax			
CHAPTER 26 ARTICLE II WATER and SEWER						
Part II chapt 26 Art II Sec 26-26 (a)	Utilities	Water Rates: The minimum charge for water used by consumers inside the city limits: RESIDENTIAL:				
		Number of Gallons	Monthly Rate Per Thousand Gallons			
		0—1,000	\$20.70			
		1,001—4,000	\$3.89			
		4,001—1,000,000	\$3.99			

<u>MUNICIPAL CODE SITE</u>	<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>FINE</u>	<u>BOND</u>	<u>INSURANCE</u>
		1,000,001—2,000,000	\$4.09			
		More than 2,000,000	\$4.19			
	Utilities	Water Rates: The minimum charge for water used by consumers inside city limits: COMMERCIAL:				
		Number of Gallons	Monthly Rate Per Thousand Gallons			
		0—1,000	\$25.88			
		1,001—4,000	\$3.89			
		4,001—1,000,000	\$3.99			
		1,000,001—2,000,000	\$4.09			
		More than 2,000,000	\$4.19			
		Water Rates: The minimum charge for water used by consumers inside city limits: INSIDE COMPOUND METER:				
		Number of Gallons	Monthly Rate Per			

<u>MUNICIPAL CODE SITE</u>	<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>FINE</u>	<u>BOND</u>	<u>INSURANCE</u>
		Number of Gallons	Thousand Gallons			
		0—1,000	\$25.88			
		1,001—4,000	\$3.89			
		4,001—1,000,000	\$3.89			
		1,000,001—2,000,000	\$4.09			
		More than 2,000,000	\$4.19			
Part II chapt 26 Art II Sec 26-26 (b)	Utilities	Water Rates: The rate to be charged for furnishing water for consumption outside the city limits: RESIDENTIAL				
		Number of Gallons	Monthly Rate Per Thousand Gallons			
		0—1,000	\$24.06			
		1,001—4,000	\$5.84			
		4,001—1,000,000	\$5.99			
		1,000,001—2,000,000	\$6.14			
		More than 2,000,000	\$6.29			
		Water Rates: The rate to be charged for furnishing water for consumption outside the limits: COMMERCIAL				
		Number of Gallons	Monthly Rate Per Thousand Gallons			
		0—1,000	\$30.08			

<u>MUNICIPAL CODE SITE</u>	<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>FINE</u>	<u>BOND</u>	<u>INSURANCE</u>
		1,001—4,000	\$5.84			
		4,001—1,000,000	\$5.99			
		1,000,001—2,000,000	\$6.14			
		More than 2,000,000	\$6.29			
Part II chapt 26 Art II Sec 26-27 (b)	Utilities	Sewer Rates: The charge for sanitary sewer use by consumers inside the city limts: RESIDENTIAL				
		Number of Gallons	Monthly Rate Per Thousand Gallons			
		0—1,000	\$13.50			
		Over 1,000	\$2.90			
		Sewer Rates: The charge for sanitary sewer use by consumers inside the city limts: COMMERCIAL				
		Number of Gallons	Monthly Rate Per Thousand Gallons			
		0—1,000	\$16.88			
		Over 1,000	\$2.90			

<u>MUNICIPAL CODE SITE</u>	<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>FINE</u>	<u>BOND</u>	<u>INSURANCE</u>
Part II chapt 26 Art II Sec 26-27 (c)	Utilities	The rate for furnishing water for consumption outside the city limits:				
		RESIDENTIAL				
		Number of Gallons	Monthly Rate Per Thousand Gallons			
		0—1,000	\$20.25			
		Over 1,000	\$4.35			
		The rate for furnishing water for consumption outside the city limits:				
		COMMERCIAL				
		Number of Gallons	Monthly Rate Per Thousand Gallons			

<u>MUNICIPAL CODE SITE</u>	<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>FINE</u>	<u>BOND</u>	<u>INSURANCE</u>
		0—1,000	\$25.31			
		Over 1,000	\$4.35			
No Ordinance	Utilities	Septic Hauler Permit Fee	\$100/Truck			
Part II chapt 26 Art II Sec 26-28 (a), (b) 1	Utilities	Industrial Pretreatment Fees	RESERVED			
Part II chapt 26 Art II Sec 26-28 (a), (b) 2	Utilities	Industrial Pretreatment Fees	RESERVED			
Part II chapt 26 Art II Sec 26-28 (a), (b) 3	Utilities	Industrial Pretreatment Fees	RESERVED			
Part II chapt 26 Art II Sec 26-28 (a), (b) 4	Utilities	Industrial Pretreatment Fees	RESERVED			
Part II chapt 26 Art II Sec 26-28 (a), (b) 5	Utilities	Industrial Pretreatment Fees	RESERVED			
Part II chapt 26 Art II Sec 26-28 (a), (b) 6	Utilities	Industrial Pretreatment Fees	RESERVED			
Part II chapt 26 Art II Sec 26-28 (a), (b) 7	Utilities	Industrial Pretreatment Fees	RESERVED			
Part II chapt 26 Art II Sec 26-29 (a) (b)	Utilities	(Metered Users) User Charge - Treatment of Domestic Wastewater	Refer to Code			
Part II chapt 26 Art II Sec 26-29 (a) (b)	Utilities	(Non-Metered Users) User Charge - Treatment of Domestic Wastewater	Refer to Code			

<u>MUNICIPAL CODE SITE</u>	<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>FINE</u>	<u>BOND</u>	<u>INSURANCE</u>
Part II chapt 26 Art II Sec 26-29 (c)	Utilities	Excessive Strength Charges	Refer to Code			
Part II chapt 26 Art II Sec 26-29 (e)	Utilities	Toxic Pollutant Charges	Refer to Code			
Part II chapt 26 Art II Sec 26-29 (g)	Utilities	Charges for Extraneous Flows	Refer to Code			
CHAPTER 26 ARTICLE III WATER						
		Furnishing to other premises:				
Part II chapt 26 Art III Div 1 Sec 26-59	Utilities	Resetting the Meter Fee	\$25			
		Water--Drought Management Plans:				
Part II chapt 26 Art III Div 1 Sec 26-67 (d) (1)	Utilities	<u>Fines:</u> 1st Violation;		Warning		
		Water--Drought Management Plans:				
Part II chapt 26 Art III Div 1 Sec 26-67 (d) (2)	Utilities	<u>Fines:</u> 2nd Violation;		\$150 plus costs		
		Water--Drought Management Plans:				
Part II chapt 26 Art III Div 1 Sec 26-67 (d) (3)	Utilities	<u>Fines:</u> 3rd Violation;		\$250 plus costs		
		Water--Drought Management Plans:				
Part II chapt 26 Art III Div 1 Sec 26-67 (d) (4)	Utilities	<u>Fines:</u> 4th and Subsequent Violations		\$500 plus costs		

<u>MUNICIPAL CODE SITE</u>	<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>FINE</u>	<u>BOND</u>	<u>INSURANCE</u>
Part II chapt 26 Art III Div 1 Sec 26-70 (a)	Utilities	Failure to Repair Water Leak: Maximum Fine		\$150		
Part II chapt 26 Art III Div 1 Sec 26-70 (a)	Utilities	Failure to Repair Water Leak: Subsequent Fine for each day		\$25		
Part II chapt 26 Art III Div 1 Sec 26-71 (a) (2)	Utilities	Individual Water Well: Permit Fee	\$100			
Part II chapt 26 Art III Div 1 Sec 26-72	Utilities	Fire hydrant meter for bulk water purchase: Refundable Deposit	\$1,100			
Part II chapt 26 Art III Div 1 Sec 26-97	Utilities	Water Service Tapping Fee: Meter Size of 5/8" or 3/4"	\$300			
Part II chapt 26 Art III Div 1 Sec 26-97	Utilities	Water Service Tapping Fee: Meter Size of 1/2" or 3/4"	\$350			
Part II chapt 26 Art III Div 1 Sec 26-97	Utilities	Water Service Tapping Fee: Meter Size of 1.0" and over	\$450			
Part II chapt 26 Art III Div 1 Sec 26-104	Utilities	Filling Swimming Pools	Refer to Code			
Part II chapt 26 Art III Div 1 Sec 26-132 (a)	Utilities	Water Service Cash Deposit - Residential	Refer to Code			

<u>MUNICIPAL CODE SITE</u>	<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>FINE</u>	<u>BOND</u>	<u>INSURANCE</u>
Part II chapt 26 Art III Div 1 Sec 26-133 (a)	Utilities	Water Service Cash Deposit - Commercial	Refer to Code			
Part II chapt 26 Art III Div 1 Sec 26-134	Utilities	Water Meter Deposit	\$200			
Part II chapt 26 Art III Div 1 Sec 26-135 (b)	Utilities	Temporary Service Charge	\$25			
Part II chapt 26 Art III Div 1 Sec 26-137	Utilities	Utility Deposit Amount Increase	Refer to Code			
Part II chapt 26 Art III Div 1 Sec 26-171	Utilities	Water Meter Testing	Refer to Code			
Part II chapt 26 Art III Div 1 Sec 26-202	Utilities	Late Payment Penalty	10 % of bill, minimum \$1.25			
		Resetting Meter after Discontinuance of service:				
Part II chapt 26 Art III Div 4 Sec 26-231 (c)	Utilities	Fee	\$75			
Part II chapt 26 Art III Div 4 Sec 26-231 (d)	Utilities	Administration Fee for Process of Disconnecting	\$50			
Part II chapt 26 Art III Div 4 Sec 26-233	Utilities	Dishonored Check Fee	\$35			
		Sewers:				
Part II chapt 26 Art IV Div 1 Sec 26-264	Utilities	Maximum Fine		\$1,000		
		Falsifying Information:				
Part II chapt 26 Art IV Div 1 Sec 26-265	Utilities	Maximum Fine		\$500		
		Sewers: Citation:				
Part II chapt 26 Art IV Div 1 Sec 26-266 (h)	Utilities	Maximum Fine		\$1,000		
Part II chapt 26 Art IV Div 1 Sec 26-271 (c)	Utilities	Fees for dumping Septage (section 26-28)	RESERVED			
		Sewer connection. Wastewater tap fee:				
Part II chapt 26 Art IV Div 1 Sec 26-272 (f)	Utilities	4 inch pipe	\$375			

<u>MUNICIPAL CODE SITE</u>	<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>FINE</u>	<u>BOND</u>	<u>INSURANCE</u>
Part II chapt 26 Art IV Div 1 Sec 26-272 (f)	Utilities	Sewer connection. Wastewater tap fee: 6 inch pipe	\$500			
Part II chapt 26 Art IV Div 1 Sec 26-272 (f)	Utilities	Sewer connection. Wastewater tap fee: 8 inch pipe	\$1,000			
Part II chapt 26 Art V Sec 26-437 (3)	Utilities	Change of Existing Service Fee:	\$20			
Part II chapt 26 Art V Sec 26-437 (4)	Utilities	Reinspection Fee: First Occurance	\$25			
Part II chapt 26 Art V Sec 26-437 (4)	Utilities	Reinspection Fee: Subsequent Occurances	\$50			
Ordinance Pending	Utilities	Fee: Field Charge to turn on Domestic Water and No Adult Present	\$25			
Ordinance Pending	Utilities	Fee: Field Charge For Seconds Trip to turn on Domestic Water and No Adult Present	\$25			
CHAPTER 27: VEGETATION						
Part II chapt 27 Art II Div 2 Sec 27-56	Vegetation	License to Trim, Prune, or Remove: License Fee	\$25			
Part II chapt 27 Art II Div 2 Sec 27-57	Vegetation	License to Trim, Prune, or Remove: Bond			\$1,000	

<u>MUNICIPAL CODE SITE</u>	<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>FINE</u>	<u>BOND</u>	<u>INSURANCE</u>
Part II chapt 27 Art II Div 2 Sec 27-58	Vegetation	License to Trim, Prune, or Remove: Liability Insurance			\$5,000, \$10,000, \$5,000	
Part II chapt 27 Art II Div 3 Sec 27-92	Vegetation	Arborists License Fee; Bond; and Liability Insurance			\$1,000	\$50,000, \$100,000
Part II chapt 27 Art II Div 3 Sec 27-94	Vegetation	Maximum Fine.		\$100		
CHAPTER 28: WELLS, OIL AND GAS						
Part II chapt 28 Art II Div 1 Sec 28-33 (b)	Wells, Oil and Gas	Maximum Fine		\$500		
Part II chapt 28 Art II Div 1 Sec 28-37	Wells, Oil and Gas	Release of bonds and insurance on sale of well: Flat Fee per well under 10 wells	\$50			
Part II chapt 28 Art II Div 1 Sec 28-37	Wells, Oil and Gas	Release of bonds and insurance on sale of well: Release of 10 or more wells	\$500			
Part II chapt 28 Art II Div 2 Sec 28-67 (b)	Wells, Oil and Gas	Application and Permit Fee and first year of operation fee	\$3,500			
Part II chapt 28 Art II Div 2 Sec 28-69 (a)	Wells, Oil and Gas	Surety Bond			\$50,000	
Part II chapt 28 Art II Div 2 Sec 28-69 (c)	Wells, Oil and Gas	Blanket Corporate Surety Bond			\$500,000	
Part II chapt 28 Art II Div 2 Sec 28-69 (d)	Wells, Oil and Gas	Continuing Irrevocable Letter of Credit in lieu of Corporate Surety Bond			\$50,000.00	
Part II chapt 28 Art II Div 2 Sec 28-70 (b)	Wells, Oil and Gas	Liability Insurance Minimum				\$500,000

<u>MUNICIPAL CODE SITE</u>	<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>FINE</u>	<u>BOND</u>	<u>INSURANCE</u>
Part II chapt 28 Art II Div 2 Sec 28-72	Wells, Oil and Gas	Denial; cancellation of application processing fee	\$250			
Part II chapt 28 Art II Div 2 Sec 28-73 (a)	Wells, Oil and Gas	Annual Permit Fee	\$250			
Part II chapt 28 Art II Div 2 Sec 28-73 (b) (1-2)	Wells, Oil and Gas	Annual Permit Fee: <u>If the price per barrel of Oklahoma Sweet has averaged less than \$15 per barrel for the 12 months preceding the anniversary date</u>	\$150			
Part II chapt 28 Art II Div 2 Sec 28-73 (b) (1-2)	Wells, Oil and Gas	Annual Permit Fee: <u>If the price per barrel of Oklahoma Sweet has averaged more than \$15 per barrel for the 12 months preceding the anniversary date</u>	\$250			
Part II chapt 28 Art II Div 2 Sec 28-74	Wells, Oil and Gas	Prior nonpermitted wells	\$250			
Part II chapt 28 Art III Sec 28-131 (c)	Wells, Oil and Gas	Abandonment and Plugging Permit Fee	\$350			
Part II chapt 28 Art V Sec 28-194 (a)	Wells, Oil and Gas	Enhanced Recovery System and Disposal Wells. Enhanced recovery project or disposal well application fee	\$5,000			

<u>MUNICIPAL CODE SITE</u>	<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>FEE</u>	<u>FINE</u>	<u>BOND</u>	<u>INSURANCE</u>
Part II chapt 28 Art V Sec 28-194 (b)	Wells, Oil and Gas	Enhanced Recovery System and Disposal Wells. Enhanced Recovery project: Annual inspection fee	\$250			
Part II chapt 28 Art V Sec 28-194 (c)	Wells, Oil and Gas	Enhanced Recovery System and Disposal Wells. Disposal Well: Annual inspection fee	\$1,000			
Part II chapt 28 Art V Sec 28-196 (2) (d)	Wells, Oil and Gas	Enhanced Recovery System and Disposal Wells. Additional Bond and Insurance Coverage: Minimum Insurance Coverage				\$1,000,000

Regular Board of Commissioners

11.

Meeting Date: 04/02/2018

ES - Modern Oil Co.

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration and possible action to enter into Executive Session for the purpose of discussing City of Shawnee v. Modern Oil Co., Pottawatomie County District Court No. CV 2011-70, as authorized by 25 O.S. §307 (B)(4).

Attachments

No file(s) attached.

Regular Board of Commissioners

12.

Meeting Date: 04/02/2018

ES - legal counsel

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration and possible action to enter into Executive Session for confidential communications with legal counsel regarding a pending claim, upon the advice of legal counsel that public disclosure would seriously impair the ability of the City to process the claim in the public interest as authorized by 25 O.S. §307(B)(4).

Attachments

No file(s) attached.

Regular Board of Commissioners

13.

Meeting Date: 04/02/2018

Discuss ES - Modern Oil Co.

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consider matters discussed in Executive Session regarding litigation in the case of City of Shawnee v. Modern Oil Co., Pottawatomie County District Court No. CV 2011-70, as authorized by 25 O.S. §307 (B)(4).

Attachments

No file(s) attached.

Regular Board of Commissioners

14.

Meeting Date: 04/02/2018

Discuss ES - legal counsel

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consider matters discussed in Executive Session regarding confidential communications between the City and the City Attorney concerning a pending claim which the City, with the advice of the City Attorney, has determined that disclosure would seriously impair the ability to the City to process the claim in the public interest as authorized by 25 O.S. Section 307(B)(4).

Attachments

No file(s) attached.
