

AMENDED AGENDA
BOARD OF CITY COMMISSIONERS
March 1, 2021 AT 6:00 P.M.
COMMISSION CHAMBERS AT CITY HALL
16 WEST 9TH STREET
SHAWNEE, OKLAHOMA

CALL TO ORDER

DECLARATION OF A QUORUM

INVOCATION

FLAG SALUTE

1. Citizens Participation

(A three minute limit per person)
(A twelve minute limit per topic)
2. Consider approval of Consent Agenda:
 - a. Minutes from the February 1, 2021 regular meeting.
 - b. Acknowledge the following minutes and reports:
 - Planning Commission Minutes from the November 4, 2020, December 2, 2020, and January 6, 2021 regular meetings
 - Traffic Commission Minutes from the November 24, 2020 regular meeting
 - License Payment Report for January 2021
 - Project Payment Report for January 2021
 - c. Approve Change Order No. 4 for Shawnee Police Department Architect's Project No. 1811, 912 East Independence, Shawnee, Oklahoma 74801.
 - d. Authorize staff to purchase fifteen Dodge Charger Police Pursuit Sedan's at the state bid price of \$26,135.00 per unit, for a total of \$392,025.00 from Bob Howard Chrysler Jeep Dodge.
 - e. Authorize Staff to submit an easement application for a portion of Section 36, Township 11 North, Range 3 East (Area 1).
 - f. Authorize Staff to submit an easement application for a portion of Section 36, Township 11 North, Range 3 East (Area 2).

- g. Authorize Staff to submit an easement application for a portion of Section 36, Township 11 North, Range 3 East (Area 3).
 - h. Commission ratification and approval of Mayoral appointment of Joe Vorndran as City of Shawnee designee to the Board of Directors of Shawnee Forward through June 30, 2021.
3. Presentation by Animal Control to present the Pet of the Week.
 4. Presentation and consideration to use Cares Act Funds for Shawnee Forward to administer a small business relief program.
 5. Acknowledgment and ratification of the Proclamation declaring an emergency within the City Limits and such additional territory as may be described herein, authorizing the actions of the City Manager pursuant to State Laws and the Municipal Code of the City of Shawnee.
 6. Consideration of an agreement with South Central Industries, Inc. for trash removal services at twenty-three (23) municipal park locations, and janitorial services at three (3) municipal park locations.
 7. Consideration of a contract with CEC Corporation for professional design services regarding the 45th Street Transportation Project.
 8. Consideration of a request for on-street parking on the proposed Red Bird Road.
 9. Consideration of requirements of public improvements for the proposed Cedar Ridge Addition.
 10. Case No. PL05-21 – Consideration and approval of a Preliminary Plat for Cedar Ridge Addition, a 13.49-acre tract located approximately 1,100 feet east of Harrison Avenue located on the north side of East 39th Street. Applicant: David Ray.
 11. Consideration and approval of an amendment to the Future Land Use Map of the 2040 Comprehensive Plan to reallocate 15 acres of low-density residential to high-density residential.
 12. Consideration of an ordinance relating to arts in public places, amending Chapter 22 of the Shawnee Municipal Code by creating a new Article IX of Chapter 22, providing for the art in public places; providing for repeal; providing for severability; providing for codification; and providing for emergency clause.
 13. Consideration of an ordinance of the City of Shawnee, Oklahoma amending Article IV [Sewers], of Chapter 26 [Utilities] of the Shawnee Municipal Code to regulate the use of fats, oil, and grease interceptors and water, oil, sand, or grit separators; and also providing for severability, codification, and repealer; and declaring an emergency.

14. Consideration of an ordinance amending portions of Chapter 25 – Taxation of the Shawnee City Code of Ordinances, by amending Chapter 25 defining permanent resident, providing for exemption, and clarifying timing of payment; providing for repeal; providing for severability; providing for codification; and providing an effective date.
15. Consideration of the following budget amendments:
 - a. General Fund 001 – To adjust the City Manager and Fire Department budgets to account for changing needs.
 - b. Hotel/Motel Surcharge Fund 106 – Providing for remodeling costs.
 - c. Capital Improvement Fund 301 – To adjust budget for building maintenance and police technology needs.
16. Acknowledge monthly Sales Tax and Budget Reports.
17. New Business
(Any matter not known or which could not have been reasonably foreseen prior to the posting of the agenda)
18. Commissioners Comments
19. Adjournment

Respectfully submitted,

Lisa Lasyone, CMC, City Clerk

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

Regular Board of Commissioners Amended

2. a.

Meeting Date: 03/01/2021

Minutes

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Minutes from the February 1, 2021 regular meeting.

Attachments

Minutes

BOARD OF CITY COMMISSIONERS PROCEEDINGS

FEBRUARY 1, 2021 AT 6:00 P.M.

The Board of City Commissioners of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in Regular Session, Monday, February 1, 2021 at 6:00 p.m., pursuant to notice duly posted as prescribed by law at 2:26 p.m. on January 29, 2021. Mayor Bolt called the meeting to order. Upon roll call, the following members were in attendance.

Ed Bolt
Mayor

Daniel Matthews
Commissioner Ward 1

Bob Weaver
Commissioner Ward 2

Absent
Commissioner Ward 3

Darren Rutherford
Commissioner Ward 4-Vice Mayor

Absent
Commissioner Ward 5

Ben Salter
Commissioner Ward 6

ABSENT: Travis Flood, Mark Sehorn

INVOCATION

Youth Pastor Tanner Newman
Life.Church Shawnee

FLAG SALUTE

AGENDA ITEM NO. 1:

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

Mr. Rob Morris stated that the Shawnee Forward Small Business Relief Grant program has ended. He stated that Shawnee Forward gave a presentation at the Pottawatomie County Board of County Commissioners meeting today regarding the program. Mr. Morris questioned why Shawnee Forward was not on the agenda tonight to provide an update to the City of Shawnee Commission.

Mr. Morris then thanked Mr. Joe Vorndran for his motion at the Shawnee Forward Board meeting to remove the preference points from the Small Business Relief grant rubric for members of Shawnee Forward and Tecumseh Chamber of Commerce. He stated that the motion failed for lack of a second.

Mr. Jeremy Davidson with Shawnee Forward reported on Small Business Relief Grant funds distributed this week. He advised there were sixty-four total applications and thirty-three award recipients. He advised that \$78,000.00 in additional funding would be needed to provide grants to the remaining applicants. Pottawatomie County offered to contribute \$50,000.00 contingent upon the additional funding of \$28,000.00 being received from the City of Shawnee and/or the City of Tecumseh. Mr. Davidson also advised that Shawnee Forward will ask to be on the next City Commission agenda to request the additional funding.

AGENDA ITEM NO. 2:

Consider approval of Consent Agenda:

- a. Acknowledge staff will proceed in the instant meeting with the opening and consideration of bids as set forth in Shawnee Airport Authority Agenda Item No. 2.
- b. Minutes from the January 19, 2021 regular meeting.
- c. Mayor's Appointments:

Shawnee Civic and Cultural Development Authority

Carl Packwood 2nd Full Term Expires: December 31, 2024
Reappointment

Lance Wortham 2nd Full Term Expires: December 31, 2024
Reappointment

Traffic Commission

Steve Reese 1st Full Term Expires: January 1, 2024
Replaces Travis Flood – Termed out

- d. Lake Lease Transfers:

TRANSFERS:

Lot 2 Roewe Tract, 15513 Perry Rd
From: Deanna Bradley
To: Michael Kensell

A motion was made by Commissioner Weaver, seconded by Vice Mayor Rutherford, to approve the Consent Agenda Item Nos. 2 (a-d). Motion carried 5-0.

AYE: Weaver, Rutherford, Salter, Matthews, Bolt

NAY: None

AGENDA ITEM NO. 3:

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

There was no Pet of the Week.

AGENDA ITEM NO. 4:

Discussion and consideration of a contract with CEC Corporation for professional design services regarding the Independence Street Sidewalk Design Project from Kickapoo Street to Harrison Street.

City Engineer Seth Barkhimer explained Agenda Item Nos. 4, 5, and 6 are follow up items from the December 7, 2020 City Commission meeting where approval was given to begin negotiations with selected firms for professional design services for sidewalks.

Mr. Barkhimer advised that the proposed contract with CEC Corporation regarding the Independence Street Sidewalk Design Project from Kickapoo Street to Harrison Street is in the total amount of \$99,736.00.

A motion was made by Commissioner Weaver, seconded by Commissioner Matthews, to approve a contract with CEC Corporation for professional design services regarding the Independence Street Sidewalk Design Project from Kickapoo Street to Harrison Street in the amount of \$99,736.00. Motion carried 5-0.

AYE: Weaver, Matthews, Bolt, Rutherford, Salter

NAY: None

AGENDA ITEM NO. 5:

Discussion and consideration of a contract with Crafton Tull for professional design services regarding the Highland Street Sidewalk Design Project from Harrison Street to Bryan Street.

City Engineer Seth Barkhimer provided a staff report. He explained the proposed contract is with Crafton Tull regarding the Highland Street Sidewalk Design Project from Harrison Street to Bryan Street in the total amount of \$48,000.00.

A motion was made by Commissioner Weaver, seconded by Vice Mayor Rutherford, to approve a contract with Crafton Tull for professional design services regarding the Highland Street Sidewalk Design Project from Harrison Street to Bryan Street in the amount of \$48,000.00. Motion carried 5-0.

AYE: Weaver, Rutherford, Salter, Matthews, Bolt
NAY: None

AGENDA ITEM NO. 6:

Discussion and consideration of a contract with Olsson, Inc. for professional design services regarding the Kickapoo Street Sidewalk Design Project from Interstate 40 to MacArthur Street.

City Engineer Seth Barkhimer provided a staff report. He explained the proposed contract is with Olsson, Inc. regarding the Kickapoo Street Sidewalk Design Project from Interstate 40 to MacArthur Street in the total amount of \$94,912.00.

A motion was made by Vice Mayor Rutherford, seconded by Commissioner Weaver, to approve a contract with Olsson, Inc. for professional design services regarding the Kickapoo Street Sidewalk Design Project from Interstate 40 to MacArthur Street in the amount of \$94,912.00. Motion carried 5-0.

AYE: Rutherford, Weaver, Bolt, Salter, Matthews
NAY: None

AGENDA ITEM NO. 7:

Consider a resolution canvassing the results of the Special Election conducted in the City of Shawnee, Oklahoma on the 12th day of January, 2021 for the approval of Ordinance No. 2697NS granting a franchise to ONE Gas, Inc., acting by and through its Oklahoma Natural Gas Company division, and its successors and assigns, for the sale, transportation and distribution of natural gas, and accepting the results of such

Special Election and declaring the measure as passed.

City Clerk Lisa Lasyone stated the proposed resolution is requested by Oklahoma Natural Gas Company and will acknowledge the certified election results.

Resolution No. 6625 was introduced.

A RESOLUTION CANVASSING THE RESULTS OF THE SPECIAL ELECTION CONDUCTED IN THE CITY OF SHAWNEE, OKLAHOMA ON THE 12TH DAY OF JANUARY, 2021 FOR THE APPROVAL OF ORDINANCE NO. 2697NS GRANTING A FRANCHISE TO ONE GAS, INC., ACTING BY AND THROUGH ITS OKLAHOMA NATURAL GAS COMPANY DIVISION, AND ITS SUCCESSORS AND ASSIGNS, FOR THE SALE, TRANSPORTATION AND DISTRIBUTION OF NATURAL GAS, AND ACCEPTING THE RESULTS OF SUCH SPECIAL ELECTION AND DECLARING THE MEASURE AS PASSED.

A motion was made by Commissioner Weaver, seconded by Commissioner Matthews, to approve a resolution canvassing the results of the Special Election conducted in the City of Shawnee, Oklahoma on the 12th day of January, 2021 for the approval of Ordinance No. 2697NS granting a franchise to ONE Gas, Inc., acting by and through its Oklahoma Natural Gas Company division, and its successors and assigns, for the sale, transportation and distribution of natural gas, and accepting the results of such Special Election and declaring the measure as passed. Motion carried 5-0.

AYE: Weaver, Matthews, Bolt, Rutherford, Salter
NAY: None

AGENDA ITEM NO. 8:

Consider a resolution declaring certain items surplus property and authorizing the sale of said items at auction or disposal at the City of Shawnee's discretion.

Utilities Director Brad Schmidt provided a staff report. He stated that the items are no longer needed by the City.

Resolution No. 6626 was introduced.

A RESOLUTION DECLARING CERTAIN ITEMS OF PERSONAL PROPERTY SURPLUS AND NO LONGER NEEDED FOR CITY PURPOSES; DESCRIBING SAID ITEMS; AND AUTHORIZING

THE SALE OF SAID ITEMS BY AUCTION AND, IN THE EVENT ITEMS DO NOT SELL AT AUCTION, DISPOSAL AT THE CITY'S DISCRETION.

A motion was made by Commissioner Matthews, seconded by Vice Mayor Rutherford, to approve a resolution declaring certain items surplus property and authorizing the sale of said items at auction or disposal at the City of Shawnee's discretion. Motion carried 5-0.

AYE: Matthews, Rutherford, Salter, Weaver, Bolt
NAY: None

AGENDA ITEM NO. 9:

Consider Bids:

a. Shawnee Splash Waterpark Pool Paint Project (Award)

Operations Director James Bryce announced that two bids were received and after review and consideration, it was Staff's recommendation to award the bid to Utility Maintenance Contactor of Wichita, Kansas in the total amount of \$82,367.00. The amount includes the base bid of \$62,350.00 and the alternate bid of \$20,017.00 (\$7.85 per square foot for 2,550 square feet).

A motion was made by Commissioner Weaver, seconded by Vice Mayor Rutherford, to accept Staff's recommendation and award the bid to Utility Maintenance Contractor in the total amount of \$82,367.00. Motion carried 5-0.

AYE: Weaver, Rutherford, Salter, Matthews, Bolt,
NAY: None

AGENDA ITEM NO. 10:

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

There was no New Business.

AGENDA ITEM NO. 11:

Commissioners Comments

Commissioner Salter expressed excitement of all the construction in Shawnee. He said it is an indicator we are doing something right.

Vice Mayor Rutherford stated that he was glad to see the sidewalk projects moving forward

Commissioner Weaver stated he also was pleased to see all the construction around Shawnee.

Commissioner Matthews wished a happy birthday to Commissioner Weaver.

Commissioner Matthews mentioned Oklahoma House Bill 2839. He encouraged citizens to read the bill and reach out to their representatives. This bill would affect municipalities hiring Emergency Management staff.

Mayor Bolt mentioned his excitement for the sidewalk projects. He also encouraged citizens to vote in every election.

RECESS CITY COMMISSION MEETING BY THE POWER OF THE CHAIR TO CONVENE SHAWNEE AIRPORT AUTHORITY AND SHAWNEE MUNICIPAL AUTHORITY (6:31 P.M.)

RECONVENE CITY COMMISSION MEETING BY THE POWER OF THE CHAIR (6:39 P.M.)

AGENDA ITEM NO. 12:

Consider an Executive Session to discuss the Municipal Judge's performance evaluation and employment contract pursuant to 25 O.S. § 307(B)(1) "Discussing the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of any individual salaried public officer or employee."

A motion was made by Vice Mayor Rutherford, seconded by Commissioner Weaver, to enter into an Executive Session to discuss the Municipal Judge's performance evaluation and employment contract pursuant to 25 O.S. § 307(B)(1) "Discussing the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of any individual salaried public officer or employee." Motion carried 5-0.

AYE: Rutherford, Weaver, Bolt, Salter, Matthews

NAY: None

COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT 6:40 P.M. WITH ALL MEMBERS PRESENT.

COMMISSIONERS RECONVENED FROM EXECUTIVE SESSION AT 7:12 P.M. WITH ALL MEMBERS PRESENT

AGENDA ITEM NO. 13:

Consider matters discussed in Executive Session regarding the Municipal Judge's performance evaluation and employment contract pursuant to 25 O.S. § 307(B)(1) "Discussing the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of any individual salaried public officer or employee."

No action taken.

AGENDA ITEM NO. 14:

Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (7:13 p.m.)

ED BOLT, MAYOR

ATTEST:

LISA LASYONE, CMC, CITY CLERK

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

Meeting Date: 03/01/2021

Reports & Minutes

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Acknowledge the following minutes and reports:

- Planning Commission Minutes from the November 4, 2020, December 2, 2020, and January 6, 2021 regular meetings
- Traffic Commission Minutes from the November 24, 2020 regular meeting
- License Payment Report for January 2021
- Project Payment Report for January 2021

Attachments

Planning Minutes 11-04-2020

Planning Minutes 12-02-2020

Planning Minutes 01-06-2021

Traffic Minutes

License Payment Report

Project Payment Report

REGULAR PLANNING COMMISSION MINUTES

DATE: November 4th, 2020

The Planning Commission of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in person for a regular meeting on November 4th, 2020, at 1:30 p.m., pursuant to notice duly posted as prescribed by law.

AGENDA ITEM NO. 1: Roll Call

Upon roll call the following members were present:

Present: Walker, Loftis-Walton, Deem, Engles

Absent: Rowell

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

AGENDA ITEM NO. 2: Reconsideration of approval of the amended minutes from the special meeting of June 19th, 2020.

Commissioner Loftis-Walton made a motion with a second by Commissioner Engles. Motion carried 4-0-0.

Aye: Loftis-Walton, Engles, Walker, Deem

Nay: None

Abstain: None

AGENDA ITEM NO. 3: Consideration of approval of the regular minutes from the regular meeting of September 2nd, 2020 and the special meeting of September 17th, 2020.

Commissioner Walker made a motion with a second by Commissioner Loftis-Walton. Motion carried 4-0-0.

Aye: Walker, Loftis-Walton, Deem, Engles

Nay: None

Abstain: None

AGENDA ITEM NO. 4:

Swearing in of new Planning Commissioners Amanda Johnson and Jay Lester.

Shalah Black, Planning Administrator, swore in Amanda Johnson and Jay Lester to the City of Shawnee Planning Commission. New Commissioner Johnson and new Commissioner Lester were seated.

AGENDA ITEM NO. 5:

Nominations, discussion, and possible action on selecting a Chairperson.

Chairwoman Deem advised that nominations for a Planning Commission Chairperson were open. Commissioner Walker nominated Chairwoman Deem to continue serving as Chairwoman with a second by Loftis-Walton. Motion carried 5-0-1.

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

Nay: None

Abstain: Deem

Chairwoman Deem announced nominations were open for Vice-Chair to the City of Shawnee Planning Commission.

Commissioner Walker made a motion to nominate Commissioner Loftis-Walton for Vice-Chair with a second by Commissioner Engles. Motion carried 5-0-1.

Aye: Walker, Engles, Johnson, Lester, Deem

Nay: None

Abstain: Loftis-Walton

AGENDA ITEM NO. 6:

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

No citizens came forward for citizen participation.

AGENDA ITEM NO.7:

Case #P17-20 Public Hearing and Consideration of a rezoning from C-1 (Neighborhood Commercial District) to C-3 (Highway Commercial District) for the purpose of an automotive dealership located on a 0.35-acre property located at 1027 N. Harrison Avenue.

Applicant: Patrick & Kelly Anne Buttram

Chairwoman Deem asked for a staff report. Director Blaine presented the staff report. She stated the purpose of the rezoning request was to allow an automotive dealership at the proposed location. The use follows the 2040 Comprehensive Plan. Staff recommended approval of this rezoning application.

Chairwoman Deem asked if any Commissioners had questions or comments. There were none.

Chairwoman Deem opened the public hearing. She asked if anyone wanted to speak in favor or in opposition of this case. No one came forward. Chairwoman Deem closed the public hearing.

Chairwoman Deem called for a motion.

Commissioner Walker made a motion to approve. It was seconded by Commissioner Loftis-Walton. Motion passed 6-0-0.

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

Nay: None

Abstain: None

It was stated the application (Case #P17-20) would be heard at the next regular City Commission meeting on Monday, November 16th, 2020 at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 8:

Case #P18-20 – Public Hearing and Consideration of a rezoning from A-1 (Rural Agricultural District) to R-E (Residential Estates District) for the purpose of a three parcel, minimum one-acre lot size lot split located on a five-acre property located at 32105 Homer Lane.

Applicant: Henry & Helen Wilkos

Chairwoman Deem stated that Agenda Item No. 8 was stricken from the record. Director Blaine explained that the applicant had withdrawn the rezoning application the day before. She explained that mobile homes may be located in the City but only in R-3 zoning district and A-1 zoning district with a minimum of five (5) acres. The applicants currently have a mobile home on a five-acre parcel, so the proposed lot split would not be allowed.

AGENDA ITEM NO. 9:

Planning Director's Report

Director Blaine began by welcoming the newest Planning Commissioners. She advised that Code Enforcement was moving forward with the demo list; the Planning Department was hiring for two (2) new positions; and staff was waiting for the greenlight to move forward with the RFQ (Request for Qualifications) for the new Zoning Code and the Subdivision Regulations. Blaine explained that staff had been watching for significantly affected sales tax numbers during the pandemic and the election season; she stated her availability for questions.

Chairwoman Deem asked for summary to the process for amending the Comprehensive Plan.

Director Blaine explained the need to increase timeframe flexibility of local developers. The City Attorney and staff developed a draft of the Comprehensive Plan Amendment process, application, and associated fee, which was recently approved by the City Commission. Additionally, applications for Amendments to the Comprehensive Plan will be reviewed by staff, the Planning Commission, and the City Commission on a quarterly basis. The first review will occur at the December Planning Commission meeting. Blaine stated the Comprehensive Plan was a document that is subject to updates as there are changes in future circumstances.

Commissioner Loftis-Walton asked if the proposed amendments would be reviewed on a case-by-case basis, and Blaine confirmed. She also stated the annual review of the Comprehensive Plan will still occur to allow the Commissioners and staff the opportunity to discuss any necessary additions, modifications, or removals of items that have observed in the last year.

Commissioner Walker sought understanding of the permit process and the assurance of the project completion. He gave the example of a house renovation that simply stops progressing. He asked if there was a law in place to enforce completion.

Blaine replied that building permits were required and have a six (6) month expiration date. If the project stalls completely, Code Enforcement becomes involved. The process and time frames are handled by Code Enforcement. If it is determined that demolition is most appropriate form of abatement, the structure is demolished, and a lien is placed on the property to recoup the abatement money. Blaine further explained that when a project grows stagnant, an infill residential structure for example, it is often the result of project costs going over the original project. In subdivision developments, bond money is required to ensure completion of the project.

Commissioner Engles commented on the planning staff shortage and asks about the timeline for the update to the Zoning Code. Director Blaine explained that the Update to the Zoning Code and Subdivision Regulations project is in this fiscal year's budget. Due to the uncertainties of sales tax review amid the pandemic, she is waiting for the greenlight to send out RFQs (Requests for Qualifications) for the project.

Chairwoman Deem asked if City staff goes into the field to check on status of building permits that are at or near the six-month expiration date. Director Blaine stated that staff does follow through on all permits issued. Typically, the applicant is in touch for inspections. If the six-month date is approaching without activity, staff will contact the applicant about progress and plans for completion.

Commissioner Lester asked about the City's demolition list. Director Blaine explained that Code cases which remain unresolved could end up on the list as a last resort. Blaine confirmed a demo list exists. The buildings that are top priority are public safety hazards. Once abated, the cost of the demo is placed as a lien on the property.

Chairwoman Deem sought clarity on any changes to the Department's budget for demolitions. Director Blaine confirmed that the previous fiscal year's budget was \$50,000 for demolition—for both residential and commercial properties. The current fiscal year's budget for demolition has increased to \$75,000.

There were no further questions or comments.

AGENDA ITEM NO. 10:

Commissioners Comments

There were no further comments from the Planning Commissioners.

AGENDA ITEM NO. 11:

New Business

There was no new business.

AGENDA ITEM NO.12:

Adjournment

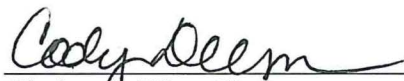
Chairwoman Deem asked for a motion to adjourn. Commissioner Walker made a motion to adjourn with a second from Commissioner Johnson. Motion passed 6-0-0.

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

Nay: None

Abstain: None

Meeting was adjourned at 1:57 p.m.


Chairman/Vice-Chairman

Rebecca Blaine, AICP
Planning Director

REGULAR PLANNING COMMISSION MINUTES

DATE: December 2nd, 2020

The Planning Commission of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in person for a regular meeting on December 2nd, 2020, at 1:30 p.m., pursuant to notice duly posted as prescribed by law.

AGENDA ITEM NO. 1: Roll Call

Upon roll call the following members were present:

Present: Walker, Loftis-Walton, Deem, Lester

Absent: Johnson, Engles, Rowell

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

AGENDA ITEM NO. 2: Consideration of approval of the Planning Commission Calendar of Regular Meetings for 2021.

Director Blaine explained that the Planning Commission meeting dates in May and October would be the second Wednesday of that month to allow staff and Commissioners to attend APA (American Planning Association) conferences.

Chairwoman Deem asked for any discussion on the proposed 2021 Planning Commission meeting calendar.

Commissioner Loftis-Walton made a motion to approve with a second by Commissioner Walker. Motion carried 4-0-0.

Aye: Loftis-Walton, Walker, Deem, Lester

Nay: None

Abstain: None

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

Chairwoman Deem opened the floor for public participation for items not on the meeting's agenda. No citizens came forward for citizen participation.

AGENDA ITEM NO.4: Case #P19 - 20 Public Hearing and Consideration of a rezoning of a 1.79-acre tract on the southeast corner of N. Kickapoo and W. 10th Street from C-3 (Highway Commercial District) and R-3 (Multifamily Residential) to C-4 (Central Business District) for the purpose of a warehouse. Applicant: South Central Industries, Inc.

Chairperson Deem asked for a staff report. Director Blaine presented the staff report. She stated subject property was comprised of six (6) lots. The current zoning districts were C-3 (Highway Commercial District) and R-3 (Multifamily Residential) and the rezoning request was to change to C-4 (Central Business District). The applicant, South Central Industries, Inc., requested the rezoning to expand their campus. Director Blaine spoke of the ODOT project for an expansion of Kickapoo Street that would affect this property. That ODOT project is slated to begin within 12-months. She stated the request was consistent with the Future Land Use Map (FLUM) of the 2040 Comprehensive Plan. Blaine requested that the applicant remain mindful of the upcoming Kickapoo widening project and the rights-of-way of this property. Staff recommended approval of this application.

Chairwoman Deem asked the Planning Commissioners if there were questions for staff. No questions were asked.

Chairwoman Deem opened the public hearing. She asked if anyone wanted to speak in favor or in opposition of this case. No one came forward. Chairperson Deem then closed the public hearing.

Commissioner Loftis-Walton made a motion to approve. It was seconded by Commissioner Lester. Motion passed 4-0-0.

Aye: Loftis-Walton, Lester, Walker, Deem

Nay: None

Abstain: None

It was stated the application (Case #P19-20) would be heard at the next regular City Commission meeting on Monday, December 7th, 2020 at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 5:

Case #P20-20 - Public Hearing and Consideration of a rezoning of an 80-acre tract on the north side of Wolverine Road west of Harrison Avenue from A-1 (Rural Agricultural District) to I-3 (Heavy Industrial District) for the purpose of future industry.

Applicant: Carruth Family Partnership 1992

Chairwoman Deem requested the staff report. Director Blaine presented the staff report. She stated the subject property was an 80-acre tract located on the north side of Wolverine Road and west of Harrison Avenue. The Future Land Use Map (FLUM) of the 2040 Comprehensive Plan indicates the area to be appropriate for industrial land use designations. The property is owned by a family partnership, and the rezoning request serves as a first step for future development of the land. The subject property is zoned A-1 zoning (Rural Agricultural District) and is surrounded by A-1 zoning. The application requests to rezone to I-3 (Heavy Industrial District), which reduces potential restrictions on future growth and opportunity.

Chairwoman Deem asked the Planning Commissioners if there were questions for staff. No questions were asked.

Chairwoman Deem opened the public hearing. She asked if anyone wanted to speak in favor or opposition of this case. No one came forward, so Chairperson Deem closed the public hearing.

Commissioner Loftis-Walton made a motion to approve the application. It was seconded by Commissioner Walker.
Motion passed 4-0-0.

Aye: Loftis-Walton, Walker, Deem, Lester
Nay: None
Abstain: None

It was stated the application would be heard at the next regular City Commission meeting on Monday, December 7th, 2020 at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 6:

Case #CPA01-20 – Public Hearing and Consideration of an amendment to the 2040 Comprehensive Plan for a 13.49-acre tract located approximately 1100’ east of Harrison Avenue on E. 39th Street to be rezoned from A-1 (Rural Agricultural District) to R-1 (Single Family Residential).

Applicant: David Ray

Chairwoman Deem requested the staff report. Director Blaine presented the staff report. She stated the subject property was approximately 13.49 acres and located 1100’ east of Harrison Avenue. The area was well known as a location for Van’s (restaurant) on the corner and the Northridge subdivision to the southeast. The zoning districts of the surrounding area included A-1 (Rural Agricultural District) and C-3 (Highway Commercial District) along Harrison Avenue; an OG+E sub-station was located across the street.

Director Blaine recalled the same piece of property was presented to the Planning Commissioners in August 2020 with an application to rezone to a PUD (Planned Unit Development). The 2040 Comprehensive Plan and its FLUM (Future Land Use Map) designate the subject area as appropriate for high-density residential multi-family land use. Following City Commission hearing in August, that application for a PUD was met with resistance by neighboring property owners. The consensus was that neither PUD zoning nor multi-family zoning would be acceptable. Those citizens who signed the protest petition did support rezoning to single-family residential (R-1).

Blaine explained two conditions for approval of the application. The first condition was the obligation to replace any land designated for high-density multi-family residential on the Comprehensive Plan’s Future Land Use Map (FLUM), which would change to a single-family land use designation. An area of similar size (13 – 15 acres) must be changed on the FLUM to a high-density multi-family residential land use to prevent the reduction in affordable housing options in the City.

The second condition was that when this project reaches the platting stage, the streets plan must be presented to the Traffic Commission for review. This requirement occurs during the platting process, and Director Blaine explained that mentioning the plans at this meeting was to ensure it was on the record and included in the staff report as a requirement. She stated this information inclusion was critical to future understanding of the application and the decisions surrounding its approval or denial.

Commissioners Loftis-Walton and Walker asked questions about the necessity of the conditions of approval included on the staff report for the application’s request for the amendment to the Comprehensive Plan. Director Blaine explained that the requested change in zoning district from A-1 (Rural Agricultural District) to R-1 (Single Family Residential) cannot occur because the Future Land

Use Map (FLU) of the 2040 Comprehensive Plan indicates the area is designated for a multi-family land use. She further explained that the annual review of the City's Comprehensive Plan would be in February of 2021. By mentioning the reallocation of multi-family land use at this meeting, it would be in the Commissioners' recent memory, part of the official record (through minutes and staff report) and included as information for the City Commission to consider in making the final decision.

Director Blaine further explained that the rezoning and amendment to the Comprehensive Plan were two separate processes. Without approval of the amendment to the Comprehensive Plan, the rezoning request was not possible.

Commissioners expressed concern that the conditions placed on the approval of the amendment were not relevant to the applicant's application. City Attorney Joe Vorndran addressed the board members to ensure that the record was clear and so the Planning Commission could consider the information prior to making a recommendation to the City Commission. The recommended conditions of approval for the Comprehensive Plan amendment were to redesignate the land use that would change if approved and to ensure the proposed project is presented to the Traffic Commission as part of the platting process. He explained that Director Blaine was mentioning the process in advance to announce that presentation and approval from the Traffic Commission will be a requirement for the project.

City Attorney Vorndran stated that it was appropriate for staff to include the two conditions in the recommendation to approve Case #CPA01-20. The Planning Commission's role was to consider the reasons for the conditions when it made a recommendation to the City Commission. The reallocation of land use was not related to the applicant's request, but the reallocation of the land use is relevant to remaining in compliance with the Comprehensive Plan.

Commissioner Walker voiced concern that a rezoning request was also part of the application. He stated the rezoning could not be approved until the amendment to the Comprehensive Plan had been approved. City Attorney Vorndran explained that by statute a city could adopt a process to amend its Comprehensive Plan. He further stated that allowing for flexibility, the preservation of spirit and intent of the Comprehensive Plan was maintained. Vorndran explained that by hearing the amendment and rezoning requests concurrently, the impediment to the developer is reduced. Director Blaine explained that the annual review of the Comprehensive Plan would occur in February. That review was based upon discussions amongst staff and Commissioners and applied to the entire City. Recently, to accommodate developers and private property owners who wished to apply for Comprehensive Plan amendments, staff established the opportunity to apply on quarterly basis, and this meeting was the first quarterly occasion for Comprehensive Plan amendments.

The Commissioners, City Attorney, and Planning Director discussed the condition of approval related to a review and recommendation from the Traffic Commission for the streets included in proposed project. Due to poorly maintained planning documentation in the past, the condition was intended to make note as a future intent. The streets study would be a requirement of the preliminary and final platting processes. Vorndran explained that the Planning Commission can adjust staff's recommendations before approving a motion. That motion would be delivered to the City Commission as a recommendation as well. Further discussion led to the suggestion that two (2) action items for the application was the better course of action.

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

Jon Flowers, 102 E Highland Street, spoke as the attorney for the applicant, David Ray. He described detailed discussions that had occurred with City staff. Speaking for his client, Mr. Flowers stated there was an understanding that the reallocation of 13-15 acres does not require action from him. He expressed appreciation for the cooperative attitudes of the City and hoped that work could start quickly. He also opined that the discussion and decision regarding the streets was for a separate commission. He stated that his client understood that the roads/streets improvements would have to be addressed.

Chairwoman Deem stated that 39th Street had been a “murky area” in the past discussions (August 2020) of development. The citizens opposed to the multi-family land use of the area also voiced considerable concern about the lack of specifications for 39th Street. Director Blaine stated that the recommendations from this Commission, as well as the recommendation from the Traffic Commission would be forwarded to the City Commission during the platting process.

Chair Deem called for any other public participation on this topic. Rob Morris, 1307 Windsor Place, indicated he lived in the Northridge subdivision. He stated he had not been in favor of multi-family development but supported single-family residential development at the subject location. It was stated that 177 signatures in favor of single-family development from surrounding neighbors had been compiled and submitted with the application.

Chairperson Deem asked if anyone else wished to speak. Seeing none, she closed the public hearing. She then asked if any Commissioners had questions or comments.

More discussion surrounding the language of the motions occurred.

Commissioner Walker made a motion to recommend approval the application (#CPA01-20) to amend the Comprehensive Plan with the condition that 13-15 acres of land located within the city limits of Shawnee, Oklahoma be reallocated to the land use high density, multi-family. The motion was seconded by Commissioner Loftis-Walton.
Motion passed 4-0-0.

Aye: Walker, Loftis-Walton, Deem, Lester
Nay: None
Abstain: None

It was stated the application would be heard at the next regular City Commission meeting on Monday, December 7th, 2020 at 6:00 p.m. in the Commission Chambers.

It was noted that a second motion to make a recommendation about rezoning the subject property from A-1 (Rural Agricultural District) to R-1 (Single Family Residential) was necessary, which necessitated a public hearing.

Chairwoman Deem opened the public hearing. She asked if anyone wanted to speak in favor or to speak in opposition of a rezoning from A-1 (Rural Agricultural District) to R-1 (Single Family Residential). No one came forward. The public hearing was closed.

Chairwoman Deem asked if any Commissioners had questions or comments.

Commissioner Loftis-Walton made a motion to recommend approval of the request to rezone the subject property from A-1 (Rural Agricultural District) to R-1 (Single Family Residential). The motion was seconded by Commissioner Lester.

Motion passed 4-0.

Aye: Loftis-Walton, Lester, Deem, Walker,

Nay: None

Abstain: None

It was stated the application would be heard at the next regular City Commission meeting on Monday, December 7th, 2020 at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 7: **Planning Director's Report**

Director Blaine addressed the Planning Commissioners with a brief report. The search for a degreed, professional planner was on-going. The residential demolition list that was paused due to COVID-19 was again moving forward. The annual review of the Comprehensive Plan would be in February. Blaine asked that each Commissioner take note of any specific topics or areas of the community needed discussion for updating. She also mentioned the goal to form an Arts Commission. The talent of the citizens and the arts program at OBU would provide a solid foundation – the bylaws were currently being written. Blaine acknowledged the City of Shawnee's citizens' willingness to serve the community and stated it was not always the norm but was greatly appreciated. Lastly, Director Blaine wished all Commissioners happy holidays and new year.

AGENDA ITEM NO. 8: **New Business**

There was no new business.

AGENDA ITEM NO. 9: **Commissioners Comments**

Chairwoman Deem asked if there were any comments from the Commissioners. Commissioner Walker stated the sidewalks at the middle school were unusable. The difference in elevation was 18" to 24"; this makes the sidewalks non-functional. Sidewalks and ADA compliant ramps at or near the Grove Retirement Community were also mentioned as inadequate. City Engineer, Seth Barkhimer, stated he would monitor the progress and final sidewalk product.

Chairwoman Deem asked Director Blaine about progress on Shawnee Sawmill. Blaine stated that progress had halted but staff has a formal process to reach out. She thanked Chair Deem for the reminder. Chair Deem also spoke of private homes in the community. Not just those in terrible repair but ones that looked like junkyards. Although she understood that it is delicate issue, she sought confirmation that some recourse was available. Blaine stated that there were ordinances for addressing trash and debris and another for junk or non-operable vehicles. She suggested that with a specific address, the Code Enforcement Officers could follow through on any concerns.

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

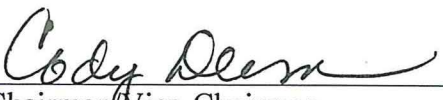
Commissioner Lester made a motion to adjourn, which was seconded by Commissioner Loftis-Walton. Motion passed 4-0-0.

Aye: Lester, Loftis-Walton, Deem, Walker,
Nay: None
Abstain: None

AGENDA ITEM NO.10

Adjournment

Meeting was adjourned at 2:19 p.m.


Chairman Vice-Chairman

Rebecca Blaine, AICP
Planning Director

REGULAR PLANNING COMMISSION MINUTES

DATE: January 6th, 2021

The Planning Commission of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in person for a regular meeting on January 6th, 2021, at 1:30 p.m., pursuant to notice duly posted as prescribed by law.

AGENDA ITEM NO. 1: Roll Call

Upon roll call the following members were present:

Present: Loftis-Walton, Johnson, Deem, Lester, Engles, Rowell

Absent: Walker

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

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

Chairwoman Deem opened the floor for public participation for items not on the meeting's agenda. No citizens came forward for citizen participation.

AGENDA ITEM NO.3: Case #RZ01-21 Public Hearing and Consideration of a rezoning of a 0.56-acre tract located at 301 N. Kickapoo on the northeast corner of N. Kickapoo and W. 10th Street from C-1 (Neighborhood Commercial District) to C-3 (Highway Commercial District) for the purpose of marketing for a future business. Applicant: Kevin Mankin on behalf of Jackline Mankin

Chairwoman Deem asked for a staff report. Director Blaine explained the application was adjacent to a rezoning request from the previous month. This request would allow the subject property to be rezoned from C-1 (Neighborhood Commercial District) to C-3 (Highway Commercial District). Blaine stated the rezoning request followed the 2040 Comprehensive Plan. She mentioned the \$19 million project that will widen Kickapoo Street and add a roundabout at Main Street. This property has frontage that will be affected by the widening project. Staff recommended the Planning Commission recommend approval of the application.

Chairwoman Deem opened the public hearing. She asked if anyone wanted to speak in favor or in opposition of this case. No one came forward, and the public hearing was closed.

Chairwoman Deem asked the Planning Commissioners if there were questions.

Commissioner Loftis-Walton made a motion to recommend approval. It was seconded by Commissioner Engles. Motion passed 6-0-0.

Aye: Loftis-Walton, Engles, Johnson, Deem, Lester, Rowell

Nay: None

Abstain: None

It was stated the application (Case #RZ01-21) would be heard at the next regular City Commission meeting on Tuesday, January 19th at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 4:

Case #RZ02-21 - Public Hearing and Consideration of a rezoning of an 0.17-acre tract located at 1825 N. Beard on the east side of N. Beard just south of W. Emmett Street from R-1 (Single-Family Residential District) to R-1 with CUP (Single Family Residential District with Conditional Use Permit) for the purpose of a short-term rental property (Airbnb).

Applicant: Thomas Humphreys

Chair Deem announced the item and requested a staff report. Director Blaine explained the request would allow for the conditional use as an Airbnb (Air Bed and Breakfast), which is a short-term rental of the property. If approved, the Ordinance allows the conditional use to continue if there is a change in property ownership. If a different use were requested, which was not a use by right, a new application would be presented to this board and the City Commission. Staff recommended that the Planning Commission recommend approval of the CUP (Conditional Use Permit) for a short-term rental.

Chairwoman Deem opened the public hearing. She asked if anyone wanted to speak in favor or in opposition of this case. No one came forward, and the public hearing was closed.

Chairwoman Deem asked the Planning Commissioners if there were questions.

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

Motion passed 6-0-0.

Aye: Johnson, Loftis-Walton, Deem, Lester, Engles, Rowell

Nay: None

Abstain: None

It was stated the application (Case #RZ02-21) would be heard at the next regular City Commission meeting on Tuesday, January 19th at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 5:

Case #RZ03-21 – Public Hearing and Consideration of a rezoning of a 2.15-acre tract located at 303 S. Leo Street from A-1 (Rural Agricultural District) to R-E (Residential Estates District).

Applicant: James Whitefield

Chairwoman Deem announced the item and requested a staff report. Director Blaine explained that the two parcels for Agenda Items 5 and 6 are under the same ownership. Both are located on the same street,

just a couple parcels away. In the past, a lot split had been filed with the County but was never reviewed and approved through the City. The current zoning, A-1 (Rural Agricultural District) requires a minimum of five acres per parcel. Neither meet the criteria, which makes them illegal non-conforming parcels. The applicant stated there was a buyer for both parcels. Rezoning to R-E (Residential Estates District), which requires a minimum of one-acre of land would bring the lots into compliance with the Zoning Code. Staff recommends that the Planning Commission recommend approval of the rezoning requests.

Chairwoman Deem opened the public hearing. She asked if anyone wanted to speak in favor or in opposition of this case. No one came forward. Chairwoman Deem then closed the public hearing. Chairwoman Deem asked the Planning Commissioners for questions.

Commissioner Lester made a motion to recommend approval of both rezoning requests. It was seconded by Commissioner Loftis-Walton.
Motion passed 6-0-0.

Aye: Lester, Loftis-Walton, Johnson, Deem, Engles, Rowell

Nay: None

Abstain: None

It was stated the applications (Case #RZ03-21 and #RZ01-21) would be heard at the next regular City Commission meeting on Tuesday, January 19th at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 6:

Case #RZ04-21- Public Hearing and Consideration of a rezoning of a 2.33-acre tract located at 431 S. Leo Street from A-1 (Rural Agricultural District) to R-E (Residential Estates District).

Applicant: James Whitefield

(See information with Agenda Item 5)

AGENDA ITEM NO. 7:

Case #PL01-21- Consideration of Approval of a re-plat of the Final Plat for Shawnee Mall Subdivision Section 3, a portion of Block "A", Lots 2 and 8 for the creation of five new lots.

Applicant: Mason Schwartz on behalf of Shawnee Mall Owner, LLC

Chair Deem announced the item and requested a staff report. Director Blaine explained that the application does not create new land, it is re-subdividing at the existing parcel. This change allows the retail spaces to create a lot for the sale to separate ownership. Staff has been advised the retail business included are Sears, Buffalo Wild Wings, the movie theater, Ross, and Jo-Ann Fabrics. Staff recommended the Planning Commission recommend approval of the application.

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

Mason Schwartz, 522 Colcord Drive announced he was present on behalf of the applicant. He was accompanied by Mr. Muhammad Khan, who is an engineer with SMC. Mr. Schwartz provided a brief overview of the project. He explained that his client, a national mall operator, as with many other national mall operators, were selling individual retail spaces to retailers. Mr. Schwartz explained all parties benefited since the retailer now has an asset and have more control over their space, which ties them long-term to the community. Mr. Schwartz described that this allowed for the raising of capital to invest directly back into the mall; that is the goal of his client. He summarized by stating, "selling these lots off, raise the capital, and turn around and reinvest it into the mall." Further, he stated he and Mr. Kahn were available for questions.

The speaker was asked to provide his information on the sign-in sheet. Chair Deem asked if anyone else wanted to speak. Seeing none, she closed the meeting, and called for a motion.

Commissioner Loftis-Walton made a motion to recommend approval. It was seconded by Commissioner Rowell. Motion passed 6-0-0.

Aye: Loftis-Walton, Rowell, Johnson, Deem, Lester, Engles

Nay: None

Abstain: None

It was stated the application would be heard at the next regular City Commission meeting on Tuesday, January 19th at 6:00 p.m. in the Commission Chambers.

AGNEDA ITEM NO. 8:

Case #PL02-21- Consideration and Approval of a Preliminary Plat for Bentley Oaks Addition, a 0.99-acre tract located on the southside of Hardesty Drive west of Concord Boulevard.

Applicant: Justin Ramer, J. Bentley Construction, LLC

Chairwoman Deem announced the item and requested a staff report. Director Blaine described this as an infill plat for five additional lots adjacent to the Smoking Oaks Addition, which starts at 45th and Kickapoo. This subdivision creates five (5) .20-acre lots for new residential homes. The developer previously stated the houses would range between 1,400 and 1,700 square feet with a roughly \$200,000 price point. Blaine stated this request does align with the Comprehensive Plan. The subject property is zoned R-1; it has never been developed. Additionally, the proposed plat supports the community's need for additional housing. Director Blaine stated she was available for questions and recommended the Planning Commission recommend approval of the preliminary plat, as well as the final plat as presented.

Chairwoman Deem opened the public hearing.

Kyle Ramer, with J. Bentley Developments advised he was available for questions. He confirmed the lots were planned for 1,600 square foot houses with a price point of around 210. (\$210,000)

Chairwoman Deem asked if anyone else wanted to speak. Seeing none, she closed the meeting, and called for a motion.

Commissioner Engles made a motion to recommend approval of the Preliminary Plat. It was seconded by Commissioner Johnson.
Motion passed 6-0-0.

Aye: Engles, Johnson, Loftis-Walton, Deem, Lester, Rowell
Nay: None
Abstain: None

It was stated the application for the Preliminary and Final Plat applications would be heard at the next regular City Commission meeting on Tuesday, January 19th at 6:00 p.m. in the Commission Chambers.

Director Blaine suggested the Planning Commission make a motion and take an additional vote for the final plat of the Bentley Oaks subdivision.

AGENDA ITEM NO. 9:

Case #PL02-21- Consideration and Approval of a Final Plat for Bentley Oaks Addition, a 0.99-acre tract located on the southside of Hardesty Drive west of Concord Boulevard.
Applicant: Justin Ramer, J. Bentley Construction, LLC

Commissioner Lester made a motion to recommend approval of the Final Plat. It was seconded by Commissioner Engles.
Motion passed 6-0-0.

Aye: Lester, Engles, Loftis-Walton, Johnson, Deem, Rowell
Nay: None
Abstain: None

AGENDA ITEM NO. 10:

Case #PL03-21- Consideration and Approval of a Preliminary Plat for Wolverine Industrial Park, a 59.18-acre tract located on Wolverine Road west of N. Harrison.
Applicant: Landes Engineering on behalf of Mac Bagby

Chair Deem announced the item and requested a staff report. Director Blaine stated the subject property was zoned heavy industrial, which is I-3. The applicant intends to have a medical marijuana grow and processing plant here on the property. That is permitted use by right in I-3 zoning. Blaine stated a gate was currently located at the end of the drive, which stops entry onto that property. Staff has discussed the gate with the City's Engineer and the Developer. According to City standards and specifications, if it is gated, it must remain a private drive. Based upon that, staff would only entertain the public roadways if the gate were removed and the drives were improved to City standards. The plat provided indicates the gate, so staff understands the drives will remain private.

Director Blaine stated that staff's report noted conditional approval items. One condition was regarding the roads, specifically, the roads behind Vanguard Boulevard will remain private. There was a discrepancy on the plat, which indicated a 32' street section on one view and 26' on another. Staff requested clarification on the correct dimension. Blaine also mentioned multiple lots without appropriate fire hydrant coverage. Staff stated the necessary number of hydrants must meet minimum City Standards and Code. Additionally, she stated that multiple lots were without appropriate sewer service and advised

additional public sewer must be extended. The extension is also necessary to remove private sewer services located in the right-of-way. The City's Subdivision Regulations, Section 60.8.1, prohibits locating bar ditches behind the curbs. Lastly, the project must provide the appropriate storm sewer and detention. Staff recommended that the Planning Commission recommend conditional approval of the application.

Chairwoman Deem opened the public hearing and asked if anyone wanted to speak.

Steve Landes of Landes Engineering approached the podium to address the Planning Commission. Chairwoman Deem asked Mr. Landes to sign-in to speak.

Mr. Landes explained that the intent was to divide the subject property into a multiple lot industrial park. Mr. Landes explained that the gate and whether it would remain was open for discussion. His focus was on developing the subject into a multi-lot industrial park.

Chairwoman Deem asked the Planning Commissioners if there were questions.

Commissioner Johnson asked Mr. Landes to confirm that the proposed operation was for growing and processing and that it was not a dispensary where local traffic would be entering the property to make a purchase.

Mr. Landes responded "absolutely not" then stated his uncertainty regarding a dispensary.

Commissioner Johnson asked if the drive area would only be utilized by the employees at the facility.

Mr. Landes responded yes and went on to explain a "horseshoe loop". It is an industrial road that loops around for access to that front of gate entrance. He stated that the roadway to the gate is currently considered a public street. Mr. Landes stated that water and sewer had been brought to that site. He further explained an 8" (eight-inch) water line had been extended to the around the site and to hydrants. He acknowledged that some (hydrants) may have been missed and other problems existed on the property. Mr. Landes stated that sewer will be developed (on) every lot. He concluded that additionally drainage and taking care of City Codes with the Engineer were still required.

Chairwoman Deem asked if anyone else wished to speak about the project and then closed the public hearing.

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

Motion passed 6-0-0.

Aye: Loftis-Walton, Lester, Johnson, Deem, Engles, Rowell

Nay: None

Abstain: None

It was stated the application would be heard at the next regular City Commission meeting on Tuesday, January 19th at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 11:

Case #PL04-21- Consideration and Approval of a Preliminary Plat for Trails End, a proposed residential subdivision for an 80.60-acre tract located on the east side of N. Kickapoo north of Interstate 40.

Applicant: Crafton Tull on behalf of Greg Brown Homes, LLC

Chairwoman Deem announced the item and requested a staff report. Director Blaine described the subject property as located north of the interstate (I-40) and the Shawnee Mall. FEMA 100-year flood maps were included in the agenda packets as this development could have a substantial effect on the floodplain. City Ordinance does not allow residential development in the 100-year floodplain. The applicant has the option of applying to FEMA for a Letter of Map Amendment (LOMA). That may be obtained if the on-site measurements for elevation are above the base flood elevation indicated on the FEMA maps or if the applicant were to request a Conditional Letter of Map Revision based upon Fill (CLOMR-F) from FEMA, it may be possible to raise the elevations with fill dirt from earth located elsewhere on the property.

The submitted Preliminary Plat indicates three (3) detention ponds. The pond furthest to the east is completely located in the floodplain. There are also approximately twenty (20) lots that are touched by the floodplain.

Crafton Tull are the engineering firm for this project, and they have confirmed they intend to file for a LOMA or LOMR-F with FEMA. FEMA's process for review and approval of request for map change can be lengthy, so time will pass before this plat comes back to the Planning Commission or the City Commission.

Staff suggested conditional approval of the plat as submitted because all utility easements are in place. All lots are served by sanitary sewer. All lots meet the minimum standard for R-1 (Single-Family District) zoning, which is 6,000 square feet. Apart from the 35' frontage on the cul-de-sac lots, the lots all measure 60' x 100'. To be clear, recommended approval is based upon the condition that the applicant understands that FEMA will have to make the determination about the detention pond and lots that are located in the floodplain. Also, staff has requested the addition of a walking trail around one of the detention ponds. The trail is considered a quality-of-life aspect, which is significant in the City's 2040 Comprehensive Plan. Director Blaine stated she was happy to answer any questions about the land, the plot layout, or the floodplain issues.

Chairwoman Deem asked if there were any questions for staff.

Commissioner Lester asked if the "fill" would be for the entire lot or just where a house would be placed. Director Blaine that the lot was considered in the floodplain even if it is just a small portion of land that touches the floodplain. The lowest elevation (below base flood level) of the complete lot is the measurement used for determining the necessity of fill. The topography of a lot would determine if the amount of fill dirt required. for the entire lot or just the small portion.

The public hearing was opened.

Kendall Dillon with Crafton Tull was representing the applicant. The applicant, Mr. Greg Brown, was also present. The proposed project will have a total of 131 lots. With just under 80-acres, the density is about 1.6 dwelling units per acre. Mr. Dylan stated that was a "really low" density. He agreed that there

was a considerable amount of floodplain. He stated the project would be utilizing about 40 acres of that floodplain.

Mr. Dillon suggested the Commissioners consider looking at the project on more of a net density. Excluding a large portion of the common area, the density is around three dwelling units per acre. He opined this number was also “really low.” Mr. Dylan spoke about the broad range of lot sizes. They would range between 7,200 square feet up to about 21,000, with the average lot size just under 10,000 square feet. He stated the applicant was in agreement with staff’s recommendation of providing a walking trail around one of the ponds to add that quality-of-life element from the City’s Comprehensive Plan.

Mr. Dillon concluded by expressing the excitement surrounding the project and the consensus that it is a really great project. He suggested that most were familiar with the Brown family and their long history of developing and building in this community. He stated there is confidence in bringing a great asset to the City of Shawnee.

Chairwoman Deem asked about the price point for the homes. A voice from the audience replied, “200 and up, probably” (perhaps Greg Brown) Chairwoman Deem confirmed understanding. The audience voice stated, “between two and four.”

Commissioner Rowell asked if the process with FEMA had started.

Mr. Dillon replied that it had not started, but it will start. He explained one reason for delay was to complete some applications, FEMA has established provisions in certain areas that any development would not negatively affect certain environmental issues, specifically the burying (burrowing) beetle. Since the end of last year, the classification of beetle has changed. Mr. Dillon stated the time of year in which you can do such an environmental study is limited and we are outside of that time pocket.

Mr. Dillon stated another reason that the application process with FEMA had yet to start was due to extensive engineering fees necessary for application. He stated the intent to do those things but wanted to get acknowledgement from the planning body that the Preliminary Plat will be moved forward before going into the depth of those design things. He expressed concern that money spent with FEMA would be wasted if the City did not like the Preliminary Plat.

Chairwoman Deem asked about the average length of time involved in an application for FEMA?

Mr. Dillon replied that it is difficult to answer that question, but you can get the done in 90 days. However, it’s not common to have such a quick turnaround. He stated that FEMA may be approached in multiple ways, so in conjunction with the City Engineer and Floodplain Manager, the Developer will agree on the process for dealing with FEMA. Mr. Dylan stated there would be no lots developed in the floodplain as the do not want someone to have to pay for flood insurance. He stated that Director Blaine’s number of 20 affected lots sounded correct but pointed out that the majority were touched by the floodplain in the rear yards of the lots. He further explained that with the exclusion of the one detention pond, which is being worked on, the elevation of the back of the lots may need to be elevated by one or two feet. Mr. Dillon stated that would cure any issue with FEMA, and FEMA will issue a letter stating the entirety of the lot’s been removed from the floodplain.

With no other requests to speak, Chairwoman Deem then closed the public hearing.

Commissioner Rowell made a motion to recommend approval with conditions. It was seconded by Commissioner Johnson.
Motion passed 6-0-0.

Aye: Rowell, Johnson, Loftis-Walton, Deem, Engles
Nay: None
Abstain: None

It was stated the application would be heard at the next regular City Commission meeting on Tuesday, January 19th at 6:00 p.m. in the Commission Chambers.

AGENDA ITEM NO. 12: **Planning Director's Report**

Director Blaine introduced the recently hired City Planner, Rachel Clyne, to the Commissioners. She stated that Clyne was a University of Oklahoma alum and held a Master of Regional and City Planning degree. Blaine explained that Clyne was originally from Oklahoma but most recently had been working in Kansas. She encouraged everyone to welcome Clyne back home.

Planner Clyne greeted the Commissioners and requested grace in remembering names. She was excited to work with Director Blaine who had already made a positive impact. Clyne further stated she knew that the department was busy, and she was ready to assist Blaine and the Planning Commission.

The Planning Commissioners all welcomed Clyne and spoke encouraging words to staff.

AGENDA ITEM NO. 14: **New Business**

Commissioner Loftis-Walton asked about procedure in recommending approval of Items 5 and 6. Director Blaine confirmed that the recommendation for approval was correctly made under one motion, but the two parcels were placed as separate agenda items for clarity.

Chairwoman Deem asked if there was new news about Arts Commission and its progress.

Director Blaine stated that forming the Arts Commission was still underway. There are many talented people willing to serve. She would be turning draft by-laws over to the City Attorney for review and anticipates it will be heard by the City Commission soon. The City Commission will who establishes the Arts Commission, as well as appoint those members and the terms that go with them.

AGENDA ITEM NO. 13: **Commissioners Comments**

Commissioner Lester asked about the new business going in on MacArthur. He could not recall the name but said it was similar to the Bleu Garten in OKC.

Director Blaine advised that staff had not yet received any plans from the business. They did go to Zoning Board of Adjustment and received approval to use the shipping container as the public restroom facilities and ensure it was ADA accessible. We are just waiting for plans.

There were no further comments from the Planning Commission.

AGENDA ITEM NO.15: **Adjournment**

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

Commissioner Loftis-Walton made a motion to adjourn, which was seconded by Commissioner Lester. Motion passed 6-0-0.

Aye: Loftis-Walton, Lester, Johnson, Deem, Engles, Rowell

Nay: None

Abstain: None

Meeting was adjourned at 2:05 p.m.


Chairman/Vice-Chairman

Rebecca Blaine, AICP
Planning Director

**MINUTES
TRAFFIC COMMISSION
NOVEMBER 24, 2020 MEETING
COMMISSION CHAMBERS ROOM AT CITY HALL**

I. ROLL CALL

MEMBERS PRESENT

Reuben Peltier- Vice Chairman
Rex Hennen
Randy Kamm
Monty Porter
Mandy MacDonald

MEMBERS ABSENT

Jack Barrett- Chairman

EX-OFFICIO MEMBERS

Seth Barkhimer, City Engineer
Brad Schmidt, Public Works Director
Shalah Black, Traffic Commission Secretary

I. Approval of October 27, 2020 Minutes

Motion was made by Monty Porter Second by Rex Hennen to approve the October 27, 2020

Roll Call: Aye: Peltier, Hennen, Kamm, Porter, MacDonald
Nay:

II. CITIZEN PARTICIPATION

None

III. ADMINISTRATIVE REPORTS

Seth Barkhimer City Engineer, informally visual presentation of current projects that are in the works for the City of Shawnee. Seth responded to a previous question asked by Rex Hennen regarding the function of the Traffic Commission per the Muni Code Traffic Commission should subset general transportation. The visual presentation included the Kickapoo Street widening, Whittaker Street overlay with curb and gutter, Main Street bridge repair, Leo Street overlay partnered with ODOT and Pottawatomie Count, and the 45th widening, miscellaneous sidewalks Kickapoo, Wallace, Highland, Harrison/Farrell. Long-term selection of street improvements the City of Shawnee had a company scan all of the city streets and that is how we will rate the priority for street repairs.

IV. BOARD MEMBERS COMMENTS

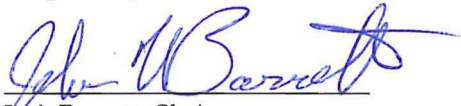
Monty Porter mentioned that there needed to be a better process for closing the road that goes through the Expo Center. Brad Schmidt, Director of Public Works explained that the city was aware of the issue and that it is a work in progress to make it better.

V. ADJOURNMENT

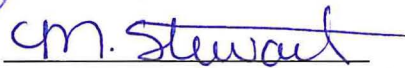
Peltier- There being no further business to come before the Transportation Commission, a motion was made by Kamm, seconded by Hennen recommending the meeting be adjourned.
Motion **carried**

Roll Call: Aye: Peltier, Hennen, Kamm, Porter, MacDonald
Nay: none

Respectfully submitted,



Jack Barrett, Chairman



Mikaylia Stewart, Administrative Assistant

LICENSES: THRU ZZZZZZZZZZ

SORTED BY: CODE

PAYMENT DATES: 0/00/0000 TO 99/99/9999

===== PAYMENT DISTRIBUTION =====								
LICENSE	PERIOD	CODE	ISSUED TO	FEE	PENALTY	TAX	INTEREST	TOTAL PAID
019977	1/25/21- 1/24/22	ALARM	NEWTON WALL COMPANY	15.00CR	.00	.00	.00	15.00CR
019978	1/25/21- 1/24/22	ALARM	NEWTON WALL COMPANY	15.00CR	.00	.00	.00	15.00CR
019979	1/25/21- 1/24/22	ALARM	WALL'S BARGAIN CENTER	15.00CR	.00	.00	.00	15.00CR
019980	1/25/21- 1/24/22	ALARM	NEWTON WALL COMPANY	15.00CR	.00	.00	.00	15.00CR
019982	1/25/21- 1/24/22	ALARM	LENDNATION	15.00CR	.00	.00	.00	15.00CR
019984	1/25/21- 1/24/22	ALARM	WALL'S CARPET WAREHOUSE	15.00CR	.00	.00	.00	15.00CR
019985	1/25/21- 1/24/22	ALARM	NEWTON WALL COMPANY	15.00CR	.00	.00	.00	15.00CR
019988	1/26/21- 1/25/22	ALARM	COWDEN, JOE	15.00CR	.00	.00	.00	15.00CR
021624	1/09/21- 1/08/22	ALARM	SONIC DRIVE-IN	15.00CR	.00	.00	.00	15.00CR
021625	1/08/21- 1/09/22	ALARM	SONIC DRIVE-IN	15.00CR	.00	.00	.00	15.00CR
021626	1/09/21- 1/08/22	ALARM	SONIC DRIVE-IN	30.00CR	.00	.00	.00	30.00CR
021627	1/09/21- 1/08/22	ALARM	SONIC DRIVE-IN	15.00CR	.00	.00	.00	15.00CR
023362	1/08/21- 1/07/22	ALARM	KELLOGG, LYNDAL K	15.00CR	.00	.00	.00	15.00CR
026690	1/09/21- 1/08/22	ALARM	SIMONSON, DEBORAH M	15.00CR	.00	.00	.00	15.00CR
026723	1/28/21- 1/27/22	ALARM	RATCLIFF, WELDON R	15.00CR	.00	.00	.00	15.00CR
028478	1/15/21- 1/14/22	ALARM	BROWN, STACIE	15.00CR	.00	.00	.00	15.00CR
028487	1/25/21- 1/24/22	ALARM	BORDERS, DANIEL L	15.00CR	.00	.00	.00	15.00CR
030423	1/03/21- 1/02/22	ALARM	MILLER, KRISTINA L	15.00CR	.00	.00	.00	15.00CR
030465	1/17/21- 1/16/22	ALARM	ELLIS, DEBORAH	15.00CR	.00	.00	.00	15.00CR
030468	1/18/21- 1/17/22	ALARM	KING, THERESA A	15.00CR	.00	.00	.00	15.00CR
030485	1/30/21- 1/29/22	ALARM	PASIENSKI, JANETTE M	15.00CR	.00	.00	.00	15.00CR
032144	1/18/21- 1/17/22	ALARM	DOMINO #27	15.00CR	.00	.00	.00	15.00CR
032145	1/18/21- 1/17/22	ALARM	DOMINO #23	15.00CR	.00	.00	.00	15.00CR
033370	1/24/21- 1/23/22	ALARM	PICKERING, RENEE M	15.00CR	.00	.00	.00	15.00CR
033380	1/29/21- 1/28/22	ALARM	LAUDETTE, TYLER	15.00CR	.00	.00	.00	15.00CR
033852	1/02/21- 1/01/22	ALARM	MCSPADDEN BOOK BINDERY LL	15.00CR	.00	.00	.00	15.00CR
033853	1/03/21- 1/02/22	ALARM	WALKINGSTICK, DAVID C	15.00CR	.00	.00	.00	15.00CR
033869	1/29/21- 1/28/22	ALARM	BRYAN, JERRY W SR	15.00CR	.00	.00	.00	15.00CR
034125	1/06/21- 1/05/22	ALARM	HIGHLAND WELLNESS LLC	25.00CR	.00	.00	.00	25.00CR
034126	1/07/21- 1/06/22	ALARM	ENOCHS, JIMMIE	25.00CR	.00	.00	.00	25.00CR
034131	1/13/21- 1/12/22	ALARM	BORUM, MARY	25.00CR	.00	.00	.00	25.00CR
5393	1/04/21-12/31/21	AMB	REACT AMBULANCE AUTH	25.00CR	.00	.00	.00	25.00CR
017862	1/04/21-12/31/21	DEMOL	K & M WRECKING LLC	75.00CR	.00	.00	.00	75.00CR
033940	1/11/21-12/31/21	DEMOL	ENVIROMENTAL WORKS INC	75.00CR	.00	.00	.00	75.00CR
034013	1/20/21-12/31/21	DEMOL	MEIER & SON DEMOLITION LL	75.00CR	.00	.00	.00	75.00CR
543139	1/04/21-12/31/21	DEMOL	M & M WRECKING	75.00CR	.00	.00	.00	75.00CR
010115	1/13/21- 3/21/21	ELECC	REID, WAYNE C	100.00CR	.00	.00	.00	100.00CR
018334	1/11/21-11/30/21	ELECC	SPENCE, JOHNNY F	100.00CR	.00	.00	.00	100.00CR
030694	1/01/21-12/31/21	ELECC	HLADIK, KALEB M	75.00CR	.00	.00	.00	75.00CR
033748	1/01/21-12/31/21	ELECC	CHEVALIER, JOSEPH	75.00CR	.00	.00	.00	75.00CR
034129	1/11/21- 1/10/22	ELECC	WILLIAMSON, J KYLE	100.00CR	.00	.00	.00	100.00CR
034130	1/13/21- 6/30/21	ELECC	JONES, JAMES	100.00CR	.00	.00	.00	100.00CR
034138	1/20/21- 3/31/21	ELECC	MCATEE, ROBERT	100.00CR	.00	.00	.00	100.00CR
531296	1/20/21- 6/30/21	ELECC	ENSZ, JEFFREY J	75.00CR	25.00CR	.00	.00	100.00CR
53148	1/01/21-12/31/21	ELECC	RETHFORD, KENTON	75.00CR	.00	.00	.00	75.00CR
026889	1/25/21-12/31/21	EXT	BUG SQUAD	25.00CR	.00	.00	.00	25.00CR

===== PAYMENT DISTRIBUTION =====								
LICENSE	PERIOD	CODE	ISSUED TO	FEE	PENALTY	TAX	INTEREST	TOTAL PAID
53652	1/29/21-12/31/21	EXT	EFFINGER TREE & LAWN SERV	25.00CR	.00	.00	.00	25.00CR
5366	1/25/21-12/31/21	EXT	HASBEL PEST CONTROL	25.00CR	.00	.00	.00	25.00CR
53691	1/07/21-12/31/21	EXT	TRUGREEN-CHEMLAWN	25.00CR	.00	.00	.00	25.00CR
010118	1/31/21- 1/30/22	LAKELEASE	COWEN, LINK S	746.00CR	.00	.00	.00	746.00CR
010852	1/07/21- 1/06/22	LAKELEASE	HAYS, JOHN	731.00CR	.00	.00	.00	731.00CR
010856	1/07/21- 1/06/22	LAKELEASE	BRACKLEIN, JOHN	731.00CR	.00	.00	.00	731.00CR
019925	1/20/21- 1/19/22	LAKELEASE	COCHRANE, BARBARA	731.00CR	.00	.00	.00	731.00CR
033763	1/01/21-12/31/21	MARIJ-1	POT COMPANY, INC	1,500.00CR	.00	.00	.00	1,500.00CR
012695	1/01/21-12/31/21	MEHC	KIESEL, MIKE	75.00CR	.00	.00	.00	75.00CR
017417	1/27/21-11/30/21	MEHC	CONCEICAO, TONY	100.00CR	.00	.00	.00	100.00CR
026804	1/01/21-12/31/21	MEHC	ROBERTS, JOSEPH K	75.00CR	.00	.00	.00	75.00CR
034123	1/05/21- 8/31/21	MEHC	PEAK COMFORT	100.00CR	.00	.00	.00	100.00CR
034140	1/26/21- 3/31/21	MEHC	PULLEN, TOBY	100.00CR	.00	.00	.00	100.00CR
54722	1/12/21-12/31/21	PAWN	EZPAWN 30107	25.00CR	.00	.00	.00	25.00CR
007757	1/01/21-12/31/21	PLUMC	JOHNSON, JOHN K	75.00CR	.00	.00	.00	75.00CR
034124	1/05/21- 3/31/21	PLUMC	MATTHEWS PLUMBING & UTILI	100.00CR	.00	.00	.00	100.00CR
034133	1/15/21- 1/14/22	PLUMC	ALEXANCER, MITCHELL	100.00CR	.00	.00	.00	100.00CR
034136	1/20/21- 1/19/22	PLUMC	BRICKER, RICHARD C	100.00CR	.00	.00	.00	100.00CR
532306	1/01/21-12/31/21	PLUMC	COLE, THOMAS W	75.00CR	.00	.00	.00	75.00CR
020199	1/20/21-12/31/22	SIGN	SIGN FACTORY LLC	75.00CR	.00	.00	.00	75.00CR
033069	1/13/21-12/31/21	SIGN	CENTRAL SIGN & LIGHTING L	75.00CR	.00	.00	.00	75.00CR
033981	1/11/21-12/31/21	SIGN	CDL ELECTRIC	75.00CR	.00	.00	.00	75.00CR
53437	1/04/21-12/31/21	SIGN	GENERAL LIGHTING & SIGN	75.00CR	.00	.00	.00	75.00CR
53443	1/06/21-12/31/21	SIGN	LAMAR OUTDOOR ADVERTISING	75.00CR	.00	.00	.00	75.00CR
020627	1/07/21-12/31/21	STORM	GROUND ZERO SHELTERS CO	75.00CR	.00	.00	.00	75.00CR
033674	1/27/21-12/31/21	STORM	JONES, RANDY	75.00CR	.00	.00	.00	75.00CR
010953	1/29/21-12/31/21	TREE	EFFINGER TREE & LAWN SERV	25.00CR	.00	.00	.00	25.00CR
029757	1/11/21-12/31/21	TREE	SHORTY'S LAWN SERVICE	25.00CR	.00	.00	.00	25.00CR
53625	1/15/21-12/31/21	TREE	BARTON TREE SERVICE	25.00CR	.00	.00	.00	25.00CR

RECORD TOTAL		INPUT TOTAL	FEE TOTAL	PENALTY TOTAL	TAX TOTAL	INTEREST TOTAL	GRAND TOTAL__	
75			7,699.00CR	25.00CR			7,724.00CR	

** LICENSE CODE TOTALS **

===== PAYMENT DISTRIBUTION =====						
LICENSE CODE	DESCRIPTION	FEE	PENALTY	TAX	INTEREST	TOTAL PAID
ALARM	BURGLAR/FIRE ALARM LICENSE	32	510.00CR			510.00CR
AMB	AMBULANCE LICENSE	1	25.00CR			25.00CR
DEMOL	DEMOLITION ANNUAL LICENSE	4	300.00CR			300.00CR
ELECC	ELECTRICAL CONTRACTOR	9	800.00CR	25.00CR		825.00CR
EXT	EXTERMINATOR LICENSE	4	100.00CR			100.00CR
LAKELEASE	LAKE LEASE	4	2,939.00CR			2,939.00CR
MARIJ-1	COM MARIJUANA DISPENSARY	1	1,500.00CR			1,500.00CR
MECHC	MECHANICAL CONTRACTOR	5	450.00CR			450.00CR
PAWN	PAWN BROKERS OPERATION	1	25.00CR			25.00CR
PLUMC	PLUMBING CONTRACTOR	5	450.00CR			450.00CR
SIGN	SIGN HANGERS LICENSE	5	375.00CR			375.00CR
STORM	STORM CELLAR	2	150.00CR			150.00CR
TREE	TREE TRIMMING LICENSE	3	75.00CR			75.00CR
TOTAL			7,699.00CR	25.00CR		7,724.00CR

** REPORT CODE TOTALS **

		===== PAYMENT DISTRIBUTION =====				
REPORT CODE	DESCRIPTION	FEE	PENALTY	TAX	INTEREST	TOTAL PAID
238210	Electrical Contractors	8	725.00CR	25.00CR		750.00CR
238220	Plumbing, Heating, and Air-Con	9	825.00CR			825.00CR
238910	Site Preparation Contractors	4	300.00CR			300.00CR
238990	All Other Specialty Trade Cont	5	375.00CR			375.00CR
453998	MARIJUANI STORES, MEDICAL REC	1	1,500.00CR			1,500.00CR
522298	All Other Nondepository Credit	33	535.00CR			535.00CR
531190	Lessors of Other Real Estate P	4	2,939.00CR			2,939.00CR
561710	Exterminating and Pest Control	4	100.00CR			100.00CR
561730	Landscaping Services	3	75.00CR			75.00CR
621910	Ambulance Services	1	25.00CR			25.00CR
624221	Temporary Shelters	2	150.00CR			150.00CR
999999	Migrated License	2	150.00CR			150.00CR
TOTAL			7,699.00CR	25.00CR		7,724.00CR

** FEE CODE TOTALS **

		===== PAYMENT DISTRIBUTION =====				
FEE CODE	DESCRIPTION	FEE	PENALTY	TAX	INTEREST	TOTAL PAID
ALARM	BURGLAR/FIRE ALARM LICENSE	3	75.00CR			75.00CR
ALARMRENEW	BURGLAR/FIRE ALARM RENEW	29	435.00CR			435.00CR
AMB	AMBULANCE LICENSE FEE	1	25.00CR			25.00CR
DEMOL	DEMOLITION LICENSE FEE	4	300.00CR			300.00CR
ELEC1	ELECTRICAL CONTRACTOR INITIAL	3	300.00CR			300.00CR
ELEC2	ELECTRICAL CONTRACTOR RENEW	6	500.00CR	25.00CR		525.00CR
EXT	EXTERMINATOR LICENSE FEE	4	100.00CR			100.00CR
LAKELEASE	LAKE LEASE	4	2,939.00CR			2,939.00CR
MARIJFEE1	MARIJUANA BASE FEE	1	1,500.00CR			1,500.00CR
MECH1	MECHANICAL CONTRACTOR INTIAL	2	200.00CR			200.00CR
MECH2	MECHANICAL CONTRACTOR RENEW	3	250.00CR			250.00CR
PAWN	PAWN BROKERS LICENSE FEE	1	25.00CR			25.00CR
PLUM1	PLUMBING CONTRACTOR INITIAL	3	300.00CR			300.00CR
PLUM2	PLUMBING CONTRACTOR RENEW	2	150.00CR			150.00CR
SIGN	SIGN HANGERS LICENSE FEE	5	375.00CR			375.00CR
STORM	STORM CELLAR LICENSE FEE	2	150.00CR			150.00CR
TREE	TREE TRIMMING LICENSE FEE	3	75.00CR			75.00CR
TOTAL			7,699.00CR	25.00CR		7,724.00CR

LICENSES: THRU ZZZZZZZZZZ

SORTED BY: CODE

PAYMENT DATES: 0/00/0000 TO 99/99/9999

** GENERAL LEDGER DISTRIBUTION **

FUND G/L ACCOUNT	ACCOUNT NAME	AMOUNT
001-4201	LICENSES	1,585.00CR
001-4210	REGISTRATIONS	1,700.00CR
001-4218	MEDICAL MARIJUANA LICENSE	1,500.00CR
001-4601	LAKESITE LEASES RENTAL REV	2,939.00CR
799-1023	BANCFIRST GENERAL ACCT	7,724.00

REPORT SELECTION CRITERIA

REPORT SELECTION

LICENSES: THRU ZZZZZZZZZZ
EFFECTIVE DATES: 1/01/2021 TO 1/31/2021
EXPIRATION DATES: 0/00/0000 TO 99/99/9999
PAYMENT DATES: 0/00/0000 TO 99/99/9999
LICENSE CODES: All
REPORT CODES: All
FEE CODES: All

PRINT OPTIONS

SEQUENCE: CODE
REPORT TYPE: SUMMARY
REVERSE PAYMENTS: YES

END OF REPORT

STATUS: ALL

SEGMENT CODES: All

FEE CODES: All

PROJECTS: THRU ZZZZZZZZZZ

PAYMENT DATES: 1/01/2021 TO 1/31/2021

SORTED BY: PROJECT

PROJECT	PAY DATE	ISSUED TO	PROPERTY	TOTAL PAID	COMMENT
190451	1/05/2021	COLLINS, JENNIE	15226 SOUTH SCHOOL RD	450.00CR	
190871	1/06/2021	BIGBIE, ROCKY	15219 SOUTH SCHOOL RD	29.50CR	
191072	1/14/2021	REECE, TAMMY G	1718 N KICKAPOO AVE	2,088.75CR	
200769	1/26/2021	BRACKLEIN, JOHN	16101 HART RD	626.28CR	
200900	1/21/2021	MEIER & SON DEMOLITION LLC	401 W MIDLAND ST	50.00CR	
201318	1/05/2021	MIDWEST WRECKING CO	229 N KICKAPOO AVE	50.00CR	
201335	1/21/2021	K & M WRECKING LLC	113 S PHILADELPHIA AVE 1/2	50.00CR	
201338	1/21/2021	K & M WRECKING LLC	1505 E 7TH ST	50.00CR	
201343	1/11/2021	INDACO METALS	3 AMERICAN WAY	50.00CR	
201344	1/11/2021	INDACO METALS	3 AMERICAN WAY	50.00CR	
201347	1/07/2021	SUNPRO SOLAR	804 E ROSA ST	83.25CR	
201348	1/04/2021	MORTON, CAMERON	1022 E WHITTAKER ST	54.50CR	
201350	1/04/2021	LOVE, TYRE J	930 N PARK AVE	79.50CR	
201351	1/06/2021	SIGNS & WONDERS	1234 E HIGHLAND ST	50.00CR	
201352	1/04/2021	SCHWAB, WILL W	232 W MIDLAND ST	50.00CR	
201353	1/05/2021	MORTON, EARNEST D	511 N DOROTHY AVE	54.50CR	
201354	1/05/2021	SPARKS HEATING AND AIR	4903 N UNION AVE 127	129.50CR	
201355	1/05/2021	BRAUNING, JED	602 N HOBSON AVE	54.50CR	
201358	1/05/2021	THOMPSON, CHARLES	1200 TURNBERRY CIR	54.50CR	
201359	1/05/2021	THOMPSON, CHARLES	1109 INVERNESS CIR	54.50CR	
201360	1/06/2021	MIDDLETON, CHRISTOPHER	602 N KICKAPOO AVE	330.00CR	
201361	1/21/2021	J STEELE CONSTRUCTION LLC	5001 CHAUNCEY LN	1,371.08CR	
201364	1/06/2021	ARBOR TRANSPORT & CONSTRUCTION	408 N KICKAPOO AVE	50.00CR	
201365	1/22/2021	TEXOLA INC	8 COW TRAIL RD	249.30CR	
201367	1/07/2021	GAWF, JAMES	301 E RIDGEWOOD ST	54.50CR	
201368	1/11/2021	CD BROWN CONST INC	1125 N KICKAPOO AVE	50.00CR	
201370	1/11/2021	CD BROWN CONST INC	19 W MAIN ST	50.00CR	
201371	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 501	1,608.24CR	
201372	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 502	333.24CR	
201373	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 503	333.24CR	
201374	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 504	333.24CR	
201375	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 505	333.24CR	
201376	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 506	333.24CR	
201377	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 701	1,608.03CR	
201378	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 702	333.03CR	
201379	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 703	333.03CR	
201380	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 704	333.03CR	
201381	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 1001	1,499.87CR	
201382	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 1002	224.86CR	
201383	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 1003	224.86CR	
201384	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 1004	224.86CR	
201385	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 1101	1,499.87CR	
201386	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 1102	224.86CR	
201387	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 1103	224.86CR	

STATUS: ALL

SEGMENT CODES: All

FEE CODES: All

PROJECTS: THRU ZZZZZZZZZZ

PAYMENT DATES: 1/01/2021 TO 1/31/2021

SORTED BY: PROJECT

PROJECT	PAY DATE	ISSUED TO	PROPERTY	TOTAL PAID	COMMENT
201388	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 1104	224.86CR	
201389	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 1201	1,480.74CR	
201390	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 1202	205.74CR	
201391	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 1203	205.73CR	
201392	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 1204	205.74CR	
201393	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 1205	205.74CR	
201394	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 1206	205.74CR	
201395	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 1207	205.74CR	
201396	1/14/2021	MEEK DEVELOPMENT, LLC	3900 N UNION 1208	205.74CR	
201397	1/08/2021	HUEBERT, TYLER	4392 N UNION AVE 200	50.00CR	
201398	1/14/2021	GREG BROWN HOMES	1603 N BROADWAY	1,238.43CR	
201399	1/14/2021	GREG BROWN HOMES	1601 N BROADWAY	1,238.43CR	
201400	1/11/2021	ACOCK CLIMATE CONTROL	206 N PESOTUM AVE	54.50CR	
201401	1/22/2021	HYDROSCAPES	25 QUAIL RIDGE	64.50CR	
201403	1/27/2021	MUELLER, STEVEN	1515 E 7TH ST	158.57CR	
201404	1/22/2021	ACOCK, MARK W	21 E WALLACE ST	142.63CR	
201406	1/13/2021	REID ELECTRIC & CONSTRUCTION	700 S POTTENGER AVE	54.50CR	
201408	1/14/2021	ROWDY BOYS PLUMBING	1414 N PHILADELPHIA AVE	54.50CR	
201409	1/14/2021	STANLEY PLUMBING SERVICES	1003 JEFFERSON PL	54.50CR	
201410	1/14/2021	RODGERS, JACK J	39104 W MACARTHUR B	54.50CR	
201411	1/15/2021	SPARKS HEATING AND AIR	1300 MANCHESTER DR	129.50CR	
201416	1/15/2021	ALEXANDER, MITCHELL	2524 N HARRISON AVE 15	54.50CR	
201417	1/15/2021	SEIDL, GLENN A	8 CONCORD BLVD	54.50CR	
201418	1/15/2021	SEIDL, GLENN A	2704 CROWN POINT	54.50CR	
201419	1/15/2021	RODGERS, JACK J	941 N UNION AVE	54.50CR	
201420	1/19/2021	LOVE, TYRE J	2 HUGHES CIR	79.50CR	
201421	1/19/2021	SIMONDS, AMANDA J	728 N HARRISON AVE	50.00CR	
201422	1/19/2021	MORTON, CAMERON	2001 N IONE AVE	54.50CR	
201423	1/19/2021	MORTON, CAMERON	12 E FEDERAL ST	54.50CR	
201424	1/22/2021	LONGEST, LEAN	406 E MAIN	32.04CR	
201427	1/20/2021	CHLOUBER, STEVEN A	4001 PINE RIDGE RD	54.50CR	
201428	1/20/2021	CHLOUBER, STEVEN A	1511 N BROADWAY AVE	54.50CR	
201429	1/20/2021	TOMLINSON, BRYAN W	613 N POTTENGER AVE	104.50CR	
201431	1/26/2021	ENSZ, JEFFREY J	1706 N MARKET AVE	54.50CR	
201433	1/21/2021	AIRCO SERVICE INC	2401 E HIGHLAND ST	54.50CR	
201434	1/21/2021	RODGERS, JACK J	1414 N PHILADELPHIA AVE	54.50CR	
201435	1/22/2021	THOMPSON, CHARLIE C	716 W DEWEY ST	54.50CR	
201436	1/22/2021	MANKIN, JERRY	716 W DEWEY ST	54.50CR	
201437	1/25/2021	BRICKER, RICHARD C	3306 N KICKAPOO AVE 110	54.50CR	
201438	1/25/2021	BAXTER, LAINIE	3922 N KICKAPOO AVE 1	50.00CR	
201439	1/25/2021	CASEY, RALPH	1929 RIDGE CREST DR	54.50CR	
201440	1/25/2021	MORTON, CAMERON D	N BELL AVE	54.50CR	
201441	1/26/2021	RICHARD GOBER CONSTRUCTION	24 N GILPIN AVE	50.00CR	
201442	1/25/2021	AIR COMFORT SOLUTIONS	1313 WINDSOR PL	92.00CR	

STATUS: ALL

SEGMENT CODES: All

FEE CODES: All

PROJECTS: THRU ZZZZZZZZZZ

PAYMENT DATES: 1/01/2021 TO 1/31/2021

SORTED BY: PROJECT

PROJECT	PAY DATE	ISSUED TO	PROPERTY	TOTAL PAID	COMMENT
201443	1/25/2021	BOWDEN, CHRISTOPHER K	2614 ELLA LANE	54.50CR	
201444	1/25/2021	WILLIAMS, WILLIAM L	1501 N KICKAPOO	54.50CR	
201448	1/27/2021	KIPPS, AARON K	1109 INVERNESS CIR	54.50CR	
201449	1/28/2021	ALL ABOUT PLUMBING	523 S AYDELOTTE AVE	54.50CR	
201450	1/28/2021	SPARKS HEATING AND AIR	701 N HARRISON AVE	54.50CR	
201453	1/28/2021	MANKIN, JERRY	1104 OAKMONT CIR	54.50CR	
201454	1/28/2021	KIPPS, AARON K	1200 TURNBERRY CIR	54.50CR	
201455	1/28/2021	THOMPSON, CHARLIE C	1819 N HARRISON AVE	54.50CR	
201456	1/29/2021	WALKER, RUSTIN D	5900 N HARRISON AVE	54.50CR	
201457	1/29/2021	LONG, TIMOTHY J	4901 N KICKAPOO AVE	567.00CR	
201458	1/29/2021	JONES, JAMES	4310 BLAISE DR	54.50CR	
201460	1/29/2021	SPARKS HEATING AND AIR	613 N POTTENGER AVE	54.50CR	

TOTAL ALL PROJECTS: 100 25,256.63CR

STATUS: ALL

SEGMENT CODES: All

FEE CODES: All

PROJECTS: THRU ZZZZZZZZZZ

PAYMENT DATES: 1/01/2021 TO 1/31/2021

SORTED BY: PROJECT

** SEGMENT CODE TOTALS **

SEGMENT CODE	DESCRIPTION	TOTAL PAID
B1-NEW	BUILDING CONSTRUCTION NEW	20,193.84CR
B3-REMODEL	BUILDING CONSTRUCTION REM	416.49CR
B4-STORAGE	BUILDING STORAGE SHED	249.30CR
E3-REMODEL	ELECTRICAL REMODEL/REPAIR	922.00CR
M3-REMODEL	MECHANICAL REMODEL/REPAIR	1,131.50CR
P3-REMODEL	PLUMBING REMODEL	1,199.00CR
X-BORE/CUT	BORING & PAVING CUT PERMI	100.00CR
X-CURBCUT	CURBCUT/DRIVEWAY/SIDEWALK	200.00CR
X-DEMO	DEMOLITION PERMIT	250.00CR
X-SIGN	SIGN PERMIT	50.00CR
X-SWIMPOOL	SWIMMING POOL PERMIT	64.50CR
Z-OCCUP	OCCUPANCY PERMIT	150.00CR
Z-REZONING	REZONING REQUEST	330.00CR
TOTAL		25,256.63CR

STATUS: ALL

SEGMENT CODES: All

FEE CODES: All

PROJECTS: THRU ZZZZZZZZZZ

PAYMENT DATES: 1/01/2021 TO 1/31/2021

SORTED BY: PROJECT

** FEE CODE TOTALS **

FEE CODE	DESCRIPTION	TOTAL PAYMENTS	TOTAL PAID
B-BPLANCK	CONSTRUCTION FEE SQ FT	37	2,354.03CR
B-PLANCHK2	BUILDING OTHER PLAN CHECK	1	40.80CR
B-SQFOOT1	CONSTRUCTION FEE SQ FT	38	9,744.55CR
EMISC	ELECTRICAL MISC	14	750.00CR
EREMODEL	RES ELECTRICAL ADD/REMODEL	1	50.00CR
ETEMPPOLE	TEMPORARY ELECTRICAL POLE	1	50.00CR
MMISC	MISCELLANEOUS FEES	7	1,100.00CR
PMISC	PLUMBING MISC	22	1,100.00CR
PNSWR	SEWER TAP FEE	8	3,000.00CR
PNWTR	WATER TAP/MTR FEE	8	5,550.00CR
SIGN	SIGN PERMIT FEE	1	50.00CR
SWIMPOOL	SWIMMING POOL PERMIT	1	60.00CR
UBCCFEE	UBCC STATE FEE	84	377.25CR
X-BORE	BORE PERMIT FEE	2	100.00CR
X-CURBCUT	CURB CUT / DRIVEWAY/SIDEWALK	4	200.00CR
X-DEMO	DEMOLITION PERMIT FEE	5	250.00CR
X-OCCUP	OCCUPANCY PERMIT	3	150.00CR
Z-SIGNFOR	SIGN DEPOSIT FORFEITURE	1	50.00CR
Z-ZONING	REZONING FEE	1	280.00CR
		TOTAL	25,256.63CR

STATUS: ALL

SEGMENT CODES: All

FEE CODES: All

PROJECTS: THRU ZZZZZZZZZZ

PAYMENT DATES: 1/01/2021 TO 1/31/2021

SORTED BY: PROJECT

** GENERAL LEDGER DISTRIBUTION **

FUND G/L ACCOUNT	ACCOUNT NAME	AMOUNT
001-2133	UBCC FEE PAYABLE	335.25CR
001-4202	BUILDING PERMITS	12,139.38CR
001-4203	PLUMBING PERMITS	4,100.00CR
001-4204	ELECTRICAL PERMITS	850.00CR
001-4205	ZONING PERMITS & APPLICATIONS	330.00CR
001-4206	HEATING & A/C PERMITS	1,100.00CR
001-4249	OTHER PERMITS	510.00CR
001-4822	OTHER MISC. REVENUE	42.00CR
101-4249	OTHER PERMITS	300.00CR
501-4510	WATER TAPS	5,550.00CR
799-1023	BANCFIRST GENERAL ACCT	25,256.63

SELECTION CRITERIA

REPORT SELECTION

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

PAYMENT SELECTION: DATE RANGE FROM: 1/01/2021 THROUGH 1/31/2021

PRINT OPTIONS

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

END OF REPORT

Regular Board of Commissioners Amended

2. c.

Meeting Date: 03/01/2021

Change Order

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Approve Change Order No. 4 for Shawnee Police Department Architect's Project No. 1811, 912 East Independence, Shawnee, Oklahoma 74801.

Attachments

Change Order No. 4



City of Shawnee



Chief Mason Wilson

16 W 9th

Shawnee, Oklahoma 74801

Office (405) 878-1680 or 1681 *Fax (405) 878-1520

E-Mail: mwilson@shawneeok.org

FROM : Mason Wilson 
Chief of Police

TO : Chance Allison
City Manager

SUBJECT : Change Order #4 for New PD Contract 1811

DATE : February 4, 2021

We are requesting approval of Change Order #4 on the new PD construction contract. Change Order #4 contains the following change order requests from W. L. McNatt:

COR #7	Vestibule floor brick paver patch	\$ 945.00
COR #10	Paving Demo next to dispatch	\$2906.00
COR #17	Roof edge construction	\$5142.00
COR #18	Flooring changes	\$1490.00
COR #20	Southwest area fence	\$2415.00
COR #22	North vestibule ceiling	\$1202.00
COR #24	Signage change	\$6683.00
COR #25	Time extension	\$ 0
COR #26	Overhead door change	\$4950.00(credit)

Total Cost for Change Order #4 is \$20,783.00 - \$4950.00 (credit) = \$15,833.00

These change order requests have been approved and deemed necessary by TAP Architecture.

We have attached the Change Order Requests (COR's) for your viewing.



PROJECT:
Shawnee Police Department

GENERAL ESTIMATE

WLM Job Number: 990 COR 007
DATE: 9/22/20

Patch voids in new South entrance area with existing brick pavers per RFI#005 response.			MATERIAL		LABOR		SUBCONTRACTOR	
DESCRIPTION	QUANTITY	UNIT	UNIT	COST	UNIT	COST	UNIT	COST
Akin Brothers Flooring	1						800	800
					0.00	0.00		0
					0.00	0.00		0
						0.00		0
General Conditions						0.00		0
As-Built drawings	0	hrs		0	71.02	0.00		0
Estimating	0	hrs		0	63.92	0.00		0
Supervision Full	0	days		0	390.61	0.00		0
Scheduling / Coordination	0	days		0	106.53	0.00		0
Pump water	0	days		0	177.55	0.00		0
Clean up (Full)	0	day		0	142.04	0.00		0
Clean up (1/2)	0	day		0	71.02	0.00		0
Cleaning Misc. Material	0	sf	0.025	0	0.00	0.00		0
Dumpster (40 yd)	0	ea	450	0	0.00	0.00		0
Punch List	0	day		0	390.61	0.00		0
Misc. Material	0	sf	0.025	0	0.00	0.00		0
Job Trailer	0	mo	350	0	0.00	0.00		0
Job Container	0	mo	85	0	0.00	0.00		0
Site Office Phone/Fax	0	mo	150	0	0.00	0.00		0
Site Cell Phone	0	wks	12.5	0	0.00	0.00		0
Temp. Toilet	0	wks	75	0	0.00	0.00		0
Temp. Utilities	0	mo	250	0	0.00	0.00		0
Temp. Construction Fence	0	mo	595	0	0.00	0.00		0
Builder's Risk	0	mo		0	0.00	0.00		0
				0	0.00	0.00		0
subtotal				0		0		800
taxes				0				
total	800			0		0		800

From: Al Schiete <ASchiete@abfok.com>
Sent: Monday, September 21, 2020 10:37 AM
To: connor@wlmcnatt.com
Cc: Lawrence Walker
Subject: Re: Shawnee PD - RFI #05 missing Brick Pavers

Good morning Conner,

We can drop pricing by **\$200** but I still need 2 man days to do this work.

Alan Schiete
Commercial Sales
Akin Brothers Flooring
3636 W Reno
OKC, OK 73107
Mail:
POB 12087, 73157

O (405) 947-5575 x 3226
F (405) 942-5575
C (405) 226-6463
aschiete@abfok.com

From: <connor@wlmcnatt.com>
To: 'Al Schiete' <ASchiete@abfok.com>
Cc: Lawrence Walker <lawrence@wlmcnatt.com>
Sent: 9/17/2020 5:17 PM
Subject: RE: Shawnee PD - RFI #05 missing Brick Pavers

Al,

The architect and owner think this is too high for what needs to be done here. I think if the labor can be cut down we can get it approved. Can you drop your cost on this by a few hundred? I think 1 day should be enough to do what needs to be done here. Lawrence said he already pulled out some brick pavers for this installation.

Thank you,



Connor Littlefield

Project Manager
O: 405.232.7245 C: 405.821.7279
Connor@wlmcnatt.com
217 E. Sheridan Ave.
Oklahoma City, OK 73104

From: Al Schiete <ASchiete@abfok.com>
Sent: Wednesday, August 19, 2020 2:40 PM
To: connor@wlmcnatt.com
Subject: Shawnee PD - RFI #05 missing Brick Pavers

Conner,

Scope of work:

Remove existing pavers and grind off thinset & grout to reuse.
Fill in where existing pavers were removed from.
Remove cut pavers where cleaned off pavers are to go.
Install reused pavers, mud, thinset and grout

Labor \$ 800 (1 man 2 days)
Materials \$ 200 Thinset, Mud & Grout
Total **\$1,000**

Alan Schiete
Commercial Sales
Akin Brothers Flooring
3636 W Reno
OKC, OK 73107
Mail:
POB 12087, 73157

O (405) 947-5575 x 3226
F (405) 942-5575
C (405) 226-6463
aschiete@abfok.com



PROJECT:
Shawnee Police Department

GENERAL ESTIMATE

WLM Job Number: 990 COR 010
DATE: 9/22/20

Demolition of Paving around Dispatch Patio			MATERIAL		LABOR		SUBCONTRACTOR	
DESCRIPTION	QUANTITY	UNIT	UNIT	COST	UNIT	COST	UNIT	COST
Total Demoliton	1						2,355	2355
General Conditions						0.00		0
As-Built drawings	0	hrs		0	71.02	0.00		0
Estimating	0	hrs		0	63.92	0.00		0
Supervision Full	0	days		0	390.61	0.00		0
Scheduling / Coordination	1	days		0	106.53	106.53		0
Pump water	0	days		0	177.55	0.00		0
Clean up (Full)	0	day		0	142.04	0.00		0
Clean up (1/2)	0	day		0	71.02	0.00		0
Cleaning Misc. Material	0	sf	0.025	0	0.00	0.00		0
Dumpster (40 yd)	0	ea	450	0	0.00	0.00		0
Punch List	0	day		0	390.61	0.00		0
Misc. Material	0	sf	0.025	0	0.00	0.00		0
Job Trailer	0	mo	350	0	0.00	0.00		0
Job Container	0	mo	85	0	0.00	0.00		0
Site Office Phone/Fax	0	mo	150	0	0.00	0.00		0
Site Cell Phone	0	wks	12.5	0	0.00	0.00		0
Temp. Toilet	0	wks	75	0	0.00	0.00		0
Temp. Utilities	0	mo	250	0	0.00	0.00		0
Temp. Construction Fence	0	mo	595	0	0.00	0.00		0
Builder's Risk	0	mo		0	0.00	0.00		0
				0	0.00	0.00		0
subtotal				0		106.53		2355
taxes				0				
total	2461.53			0		106.53		2355

General Contractor Material & Labor Total			106.53	Scope of work: Remove existing paving along east side of building and surrounding the new dispatch patio area.
Subcontractor Material & Labor Total			2355.00	
Overhead on Work Performed	10%		246.15	
Profit on Work Performed	5%		123.08	
Total Project Cost to be insured			2830.76	
General Liability, Bonds			75.55	
				Pricing and Added Time subject to change if not approved by: 10/6/20
				Current lead times and material availability are such that no additional days are being added to this COR. Should lead times change and cause a delay the critical path of the project, additional days will be added via separate COR. If accepted, this Change Order Request will increase the project by: 0 Day(s)
subtotal			2906.31	
Total Change Order		ADD	\$ 2,906	

Acceptance by an Authorized Representative

Signature

By accepting this Proposed Cost Change, authorization is being given to proceed with this proposed scope of work and the change in contract time as noted above is approved.





August 26, 2020

Connor
WL McNatt

RE: Shawnee Police East Side Paving Demo

Connor,

Total Demolition Services is pleased to provide your firm with a proposal for the above-mentioned project. The following is a description of our scope of work for this project.

Demolition of additional paving east side, area of demolition to be rough graded with dirt available on site, proper disposal of all debris off site, Includes 1 mobilization.

The cost of this work is.....\$ 2,355.00

Additional mobilizations are at \$800.00 each.

Exclusions: Hazardous material testing or removal, utility disconnect or relocation, cut/cap, temp barricades or traffic control, location and protection of public and private utility lines, Freon recovery, soil excavation or backfill, erosion control or silt fence, and any and all items not specifically listed above.

If you have any questions regarding this proposal, please contact us at any time.

Respectfully,

A handwritten signature in black ink, appearing to read "Terry Branstetter".

Terry Branstetter
Managing Member



PROJECT:
Shawnee Police Department

GENERAL ESTIMATE

WLM Job Number: 990

COR 017
DATE: 10/29/20

Parapet at Vehicle Inspection Roof			MATERIAL		LABOR		SUBCONTRACTOR	
DESCRIPTION	QUANTITY	UNIT	UNIT	COST	UNIT	COST	UNIT	COST
Redland Roofing	1						4,355	4355
								0
								0
						0.00		0
General Conditions						0.00		0
As-Built drawings	0	hrs		0	71.02	0.00		0
Estimating	0	hrs		0	63.92	0.00		0
Supervision Full	0	days		0	390.61	0.00		0
Scheduling / Coordination	0	days		0	106.53	0.00		0
Pump water	0	days		0	177.55	0.00		0
Clean up (Full)	0	day		0	142.04	0.00		0
Clean up (1/2)	0	day		0	71.02	0.00		0
Cleaning Misc. Material	0	sf	0.025	0	0.00	0.00		0
Dumpster (40 yd)	0	ea	450	0	0.00	0.00		0
Punch List	0	day		0	390.61	0.00		0
Misc. Material	0	sf	0.025	0	0.00	0.00		0
Job Trailer	0	mo	350	0	0.00	0.00		0
Job Container	0	mo	85	0	0.00	0.00		0
Site Office Phone/Fax	0	mo	150	0	0.00	0.00		0
Site Cell Phone	0	wks	12.5	0	0.00	0.00		0
Temp. Toilet	0	wks	75	0	0.00	0.00		0
Temp. Utilities	0	mo	250	0	0.00	0.00		0
Temp. Construction Fence	0	mo	595	0	0.00	0.00		0
Builder's Risk	0	mo		0	0.00	0.00		0
				0	0.00	0.00		0
subtotal				0		0		4355
taxes				0				
total	4355			0		0		4355

General Contractor Material & Labor Total			0.00	Scope of work: Install additional wood blocking at the vehicle inspection roof edge per detail provide in RFI#26 revised response dated 9/23/20
Subcontractor Material & Labor Total			4355.00	
Overhead on Work Performed	10%		435.50	
Profit on Work Performed	5%		217.75	
Total Project Cost to be insured			5008.25	
General Liability, Bonds			133.67	
				Pricing and Added Time subject to change if not approved by: 11/12/20
				Current lead times and material availability are such that no additional days are being added to this COR. Should lead times change and cause a delay the critical path of the project, additional days will be added via separate COR.
				If accepted, this Change Order Request will increase the project by: 0 Day(s)
subtotal				5141.92
Total Change Order				ADD \$ 5,142

Acceptance by an Authorized Representative

Signature

By accepting this Proposed Cost Change, authorization is being given to proceed with this proposed scope of work and the change in contract time as noted above is approved.



From: Biff Zelenka <biffz@redlandroofing.net>
Sent: Monday, October 12, 2020 3:43 PM
To: connor@wlmcnatt.com
Subject: Shawnee Drive Thru Nailer
Attachments: IMG_2749.jpg; IMG_2747.jpg; 20201008_174256.jpg; 20201008_174248.jpg; 20201008_175441.jpg; Response to RFI#026 Drive-Thru Roof Edge.pdf

Connor,

I attached a couple of pictures of the small area we installed the nailer per the architects revised detail, I think it would actually work pretty well although it is time consuming. Here is our pricing to install with the existing wall panels in place:

Install nailer and metal edging per Architects detail shown in RFI026 - \$4,355.00

Just let me know how you want to proceed.

Best Regards,

Biff Zelenka

405-312-1197 Cell

405-947-4701 Office

405-947-4703 Fax





PROJECT:
Shawnee Police Department

GENERAL ESTIMATE

WLM Job Number: 990 COR 018
DATE: 12/17/20

Carpet Changes to sealed concrete and to LVT			MATERIAL		LABOR		SUBCONTRACTOR	
DESCRIPTION	QUANTITY	UNIT	UNIT	COST	UNIT	COST	UNIT	COST
Akins Brother's Flooring	1						967	967
Sealed Concrete	181	SF	0.98	177.38	0.22	39.82		0
Sealed Concrete Wall Protection	76	LF			1.02	77.52		0
								0
						0.00		0
General Conditions						0.00		0
As-Built drawings	0	hrs		0	71.02	0.00		0
Estimating	0	hrs		0	63.92	0.00		0
Supervision Full	0	days		0	390.61	0.00		0
Scheduling / Coordination	0	days		0	106.53	0.00		0
Pump water	0	days		0	177.55	0.00		0
Clean up (Full)	0	day		0	142.04	0.00		0
Clean up (1/2)	0	day		0	71.02	0.00		0
Cleaning Misc. Material	0	sf	0.025	0	0.00	0.00		0
Dumpster (40 yd)	0	ea	450	0	0.00	0.00		0
Punch List	0	day		0	390.61	0.00		0
Misc. Material	0	sf	0.025	0	0.00	0.00		0
Job Trailer	0	mo	350	0	0.00	0.00		0
Job Container	0	mo	85	0	0.00	0.00		0
Site Office Phone/Fax	0	mo	150	0	0.00	0.00		0
Site Cell Phone	0	wks	12.5	0	0.00	0.00		0
Temp. Toilet	0	wks	75	0	0.00	0.00		0
Temp. Utilities	0	mo	250	0	0.00	0.00		0
Temp. Construction Fence	0	mo	595	0	0.00	0.00		0
Builder's Risk	0	mo		0	0.00	0.00		0
				0	0.00	0.00		0
subtotal				177.38		117.34		967
taxes								
total	1261.72			177.38		117.34		967

General Contractor Material & Labor Total			294.72	Scope of work: Provide sealed concrete in rooms 146 and 150 rather than carpet tile. Also, change rooms 103A and 139 to LVT rather than carpet tile.
Subcontractor Material & Labor Total			967.00	
Overhead on Work Performed	10%		126.17	
Profit on Work Performed	5%		63.09	
Total Project Cost to be insured			1450.98	
General Liability, Bonds			38.73	
				Pricing and Added Time subject to change if not approved by: 12/31/20
				Current lead times and material availability are such that no additional days are being added to this COR. Should lead times change and cause a delay the critical path of the project, additional days will be added via separate COR.
				If accepted, this Change Order Request will increase the project by: 0 Day(s)
subtotal			1489.70	
Total Change Order		ADD	\$ 1,490	

Acceptance by an Authorized Representative

Signature

By accepting this Proposed Cost Change, authorization is being given to proceed with this proposed scope of work and the change in contract time as noted above is approved.



From: Al Schiete <ASchiete@abfok.com>
Sent: Tuesday, September 8, 2020 1:19 PM
To: connor@wlmcnatt.com
Cc: Lawrence Walker
Subject: Re: Change Orders

Connor,

Delete CPT-1 in Rooms 146 & 150
Deduct **(\$475)**

Alan Schiete
Commercial Sales
Akin Brothers Flooring
3636 W Reno
OKC, OK 73107
Mail:
POB 12087, 73157

O (405) 947-5575 x 3226
F (405) 942-5575
C (405) 226-6463
aschiete@abfok.com

From: <connor@wlmcnatt.com>
To: Al Schiete <ASchiete@abfok.com>
Cc: Lawrence Walker <lawrence@wlmcnatt.com>
Sent: 9/8/2020 12:26 PM
Subject: FW: Change Orders

Al,

Please see below request from the Shawnee Police Chief. Please provide a cost change for the removal of carpet in the rooms indicated.

Thank you,



Connor Littlefield
Project Manager

From: Al Schiete <ASchiete@abfok.com>
Sent: Tuesday, November 3, 2020 2:23 PM
To: connor@wlmcnatt.com
Cc: Lawrence Walker
Subject: Re: Shawnee PD - Carpet Tile to LVT

Conner,

Here are the costs in Rooms 103A and 139 changing from CPT to LVT:

Add LVT 802.49 SF @ \$4.07	= \$3,266.13
Deduct CPT 90.66 SY @ \$22.77	= <u>(\$2,064.33)</u>
Net Add	= \$1,201.80
10% OH & 10 % Profit	= <u>\$ 240.36</u>
Total Add	= \$1,442

Alan Schiete
Commercial Sales
Akin Brothers Flooring
3636 W Reno
OKC, OK 73107
Mail:
POB 12087, 73157

O (405) 947-5575 x 3226
F (405) 942-5575
C (405) 226-6463
aschiete@abfok.com

From: <connor@wlmcnatt.com>
To: Al Schiete <ASchiete@abfok.com>
Cc: Lawrence Walker <lawrence@wlmcnatt.com>
Sent: 10/29/2020 4:22 PM
Subject: RE: Shawnee PD - Carpet Tile to LVT

Al,

Correction, this change needs to be for 103A communications room and 139 Briefing Room.

Thank you,



PRICE QUOTE AND WORK AGREEMENT

Shawnee PD Sealed Concrete Acrylic

Date:
12/15/2020

Ronnie Galloway
Bel Covo OKC
5204 NBU
Prague, OK 74864
(405) 317-0304
ronnie@belcovo.com

Bill to:
Connor Littlefield - WL McNatt
Connor@wlmcnatt.com

Included Services	Qty	Unit	Price
Sealer Acrylic MMA	181sf	\$0.98	\$177.38
Mobilization			
Masking	76lf	\$1.02	\$77.52
Scrub & Clean	181sf	\$0.22	\$39.82

Scope of Work:

This quote includes all materials, supplies and labor required to perform the work listed above. Note: This quote does NOT include spot repairs, regrades, leveling, crack fill, control joint fill, moving furniture or fixtures, or removal and re-installation of cove base unless specifically listed above.

Approved By:

Accepted By:

Date:

Authorized HG Cardinal Representative

By signing above, I authorize the work as described, at the Price Quote shown, and agree to the Requirements, Limitations and Exclusions enumerated below.

See reverse for Requirements, Limitations, and Exclusions
HG Cardinal • 5204 NBU • Prague, OK 74864 • •

Requirements, Limitations and Exclusions:

This quote includes ONLY those items listed above. Unless listed above, this quote excludes re-grades, leveling, repairs, contaminant removal, additional colors, custom color blends, logos and graphics, acclimatization, fixture removal, and hazardous materials remediation. Quote based on square footage shown. After acceptance, adjustments in square footage exceeding +/- 5% will require price adjustment. Must have on-site access to fresh water, electricity, material and equipment storage. Change-orders must be submitted in writing by you, and approved by us. Additional work resulting from approved Change-orders will be billed at \$50/hour/man, plus materials at 150%. We must have exclusive access to work areas during install period. Damage or work delays caused by you, your clients, or your contractors during the installation may result in additional charges billed at the change-order rate shown above. It is your responsibility to provide notification of the work being performed to your contractors, agents, employees and representatives and prevent damages made by them. As a result of numerous environmental and system factors, cementitious products are subject to significant variations in finish and color, which should be expected. Additionally, epoxy and other high-gloss sealers and coatings, combined with certain lighting conditions can make embedded debris, variations in level, and other minor imperfections more visible to the eye. Debris in sealers and coatings, which can include, but is not necessarily limited to sand, drywall fragments, insects, feathers, hair, dust, lint, leaves, grass, and rodent or animal tracks, is a normal occurrence and should be expected. Every square foot of every job we have ever examined or performed has some amount of encapsulated debris in the seal coat. Most of the time it is not visible or noticeable to the naked eye. However, high gloss products make these more noticeable. Unless otherwise noted, this bid does not include removal of debris which is smaller than 1/8" in diameter, or which is not a direct result of a failure on our part, or which was caused by you or your representatives or your facility. Additionally, high gloss coatings can make bubbles more visible to the eye. In most cases, bubbles are too small to see or virtually disappear upon curing. We work diligently to prevent these and to remove them before the coating sets, but there is no method for perfect results. When bubbles are larger than 1/4" in diameter and result in an absence of coating, we will come back and refill these on a spot basis. With regard to debris and bubbles, any remediation which we deem necessary for either structural or aesthetic reasons, will be done on a spot basis, and you should expect any repairs to be slightly noticeable.

No warranties are expressed or implied with regard to color, color matches, or aesthetic compatibility with your designs. Time-to-completion cannot be guaranteed due to weather, prep requirements, unforeseen conditions and other considerations. 50% deposit required 7 days prior to start. Full balance due and payable on day of completion. When completion times exceed 2 weeks we require a partial payment equal to half of the remaining balance after deposit. Estimates valid for 30 days only. Warranted against defects in materials and/or workmanship for 1 year from date of completion. We will not be responsible for failures caused by, but not limited to: substrate movement; failure of substrate; water vapor or other emissions through your slab; efflorescence; mineral and/or crystalline deposits; abuse; lack of maintenance; chemical attack; excessive heat; extended submersion in water or other fluids; or physical damage. Additionally, crack repairs and fills cannot be warranted since independent movement of the substrate is common and could cause the repair to fail as a result. This quote excludes any costs associated with hazmat remediation, lead certification, or any other special treatments or procedures required by any federal, state, or local government entity.



PROJECT:
Shawnee Police Department

GENERAL ESTIMATE

WLM Job Number: 990 COR 020
DATE: 12/2/20

Chainlink Fence at Southwest Exterior			MATERIAL		LABOR		SUBCONTRACTOR	
DESCRIPTION	QUANTITY	UNIT	UNIT	COST	UNIT	COST	UNIT	COST
Tim Mills Fencing	1						1,939	1939
								0
								0
						0.00		0
General Conditions						0.00		0
As-Built drawings	0	hrs		0	71.02	0.00		0
Estimating	0	hrs		0	63.92	0.00		0
Supervision Full	0	days		0	390.61	0.00		0
Scheduling / Coordination	1	days		0	106.53	106.53		0
Pump water	0	days		0	177.55	0.00		0
Clean up (Full)	0	day		0	142.04	0.00		0
Clean up (1/2)	0	day		0	71.02	0.00		0
Cleaning Misc. Material	0	sf	0.025	0	0.00	0.00		0
Dumpster (40 yd)	0	ea	450	0	0.00	0.00		0
Punch List	0	day		0	390.61	0.00		0
Misc. Material	0	sf	0.025	0	0.00	0.00		0
Job Trailer	0	mo	350	0	0.00	0.00		0
Job Container	0	mo	85	0	0.00	0.00		0
Site Office Phone/Fax	0	mo	150	0	0.00	0.00		0
Site Cell Phone	0	wks	12.5	0	0.00	0.00		0
Temp. Toilet	0	wks	75	0	0.00	0.00		0
Temp. Utilities	0	mo	250	0	0.00	0.00		0
Temp. Construction Fence	0	mo	595	0	0.00	0.00		0
Builder's Risk	0	mo		0	0.00	0.00		0
				0	0.00	0.00		0
subtotal				0		106.53		1939
taxes				0				
total	2045.53			0		106.53		1939

General Contractor Material & Labor Total			106.53	Scope of work: Add 6' black chain link fencing with walk through gate around Southwest storefront entrance.
Subcontractor Material & Labor Total			1939.00	
Overhead on Work Performed	10%		204.55	
Profit on Work Performed	5%		102.28	
Total Project Cost to be insured			2352.36	
General Liability, Bonds			62.78	
				Pricing and Added Time subject to change If not approved by: 12/16/20
				Current lead times and material availability are such that no additional days are being added to this COR. Should lead times change and cause a delay the critical path of the project, additional days will be added via separate COR. If accepted, this Change Order Request will increase the project by: 0 Day(s)
subtotal			2415.14	
Total Change Order		ADD	\$ 2,415	

Acceptance by an Authorized Representative



Tim Mills Fence

Royse Construction LLC DBA Tim Mills Fence Company
14495 CR 1547 Ada, OK 74820
estimating@timmillsfence.com

CO #2
Request

Shawnee Police Dept. SW

	Price
Additional 6' Fence Sw building Black chainlink 8 ga finish	
Fence Material	\$ 1,300.00
Concrete	\$ 45.00
Walk Gate	\$ 216.00
Hardware	\$ 38.00
Labor	\$ 240.00
Profit	\$ 100.00
	Subtotal 1,939.00
	Tax
Signature	Date
	Total 1,939.00

Terms & Conditions

Tim Mills Fence Company agrees to guarantee above fence to be free from defects in materials and workmanship for one year. This does not include any natural disasters. Example: tornado damage, wind damage, or fire damage. Tim Mills Fence Company shall advise the customer as to local zoning regulations but responsibility for complying with said regulation and obtaining any required permits shall rest with the customer. Tim Mills Fence Company will assist the customer, upon request, in determining where the fence is to be erected, but under no circumstances does Tim Mills Fence Company assume any responsibility concerning property lines or in any way guarantee their accuracy. If property pins cannot be located it is recommended that the customer have the property surveyed. Tim Mills Fence Company will assume the responsibility for having underground public utilities located and marked. However, Tim Mills Fence Company assumes no responsibility for unmarked sprinkler lines, or any other unmarked buried lines or objects. The customer will assume all liability for any damage caused by directing Tim Mills Fence Company to dig in the immediate vicinity of known utilities. There will be a \$20.00 per hole rock clause. The final billing will be based on the actual footage of fencing built and the work performed. Partial billing for materials delivered to the job site and work completed may be sent at weekly intervals. Adjustments for material used on this job and adjustments for labor will be charged or credited at the currently established rates. Additional charges for any extra work not covered in this contract that was requested by the customer will also be added. The full amount of this becomes payable upon completion of all work whether or not it has been invoiced. There will be a 2% charge when paying with a credit card. A finance charge of 1 1/2% per month (or a minimum of \$1.00), which is an annual percentage rate of 18%, shall be applied to accounts that are not paid within 10 days after completion of any work invoiced. All materials will remain the property of Tim Mills Fence Company until all invoices pertaining to this job are paid in full. The customer agrees to pay all interest and any costs incurred in the collection of this debt.



PROJECT:
Shawnee Police Department

GENERAL ESTIMATE

WLM Job Number: 990 COR 022
DATE: 12/3/20

North Vestibule Areas 100 and 152			MATERIAL		LABOR		SUBCONTRACTOR	
DESCRIPTION	QUANTITY	UNIT	UNIT	COST	UNIT	COST	UNIT	COST
A&F Drywall	1						1,018	1018
General Conditions						0.00		0
As-Built drawings	0	hrs		0	71.02	0.00		0
Estimating	0	hrs		0	63.92	0.00		0
Supervision Full	0	days		0	390.61	0.00		0
Scheduling / Coordination	0	days		0	106.53	0.00		0
Pump water	0	days		0	177.55	0.00		0
Clean up (Full)	0	day		0	142.04	0.00		0
Clean up (1/2)	0	day		0	71.02	0.00		0
Cleaning Misc. Material	0	sf	0.025	0	0.00	0.00		0
Dumpster (40 yd)	0	ea	450	0	0.00	0.00		0
Punch List	0	day		0	390.61	0.00		0
Misc. Material	0	sf	0.025	0	0.00	0.00		0
Job Trailer	0	mo	350	0	0.00	0.00		0
Job Container	0	mo	85	0	0.00	0.00		0
Site Office Phone/Fax	0	mo	150	0	0.00	0.00		0
Site Cell Phone	0	wks	12.5	0	0.00	0.00		0
Temp. Toilet	0	wks	75	0	0.00	0.00		0
Temp. Utilities	0	mo	250	0	0.00	0.00		0
Temp. Construction Fence	0	mo	595	0	0.00	0.00		0
Builder's Risk	0	mo		0	0.00	0.00		0
				0	0.00	0.00		0
subtotal				0		0		1018
taxes				0				
total	1018			0		0		1018

General Contractor Material & Labor Total			0.00	Scope of work: Installation of a grid and tile ceiling for areas 100 and 152 that were originally shown to be existing gyp board ceiling but were actually geiling grid system to be demo'd.
Subcontractor Material & Labor Total			1018.00	
Overhead on Work Performed	10%		101.80	
Profit on Work Performed	5%		50.90	
Total Project Cost to be insured			1170.70	
General Liability, Bonds			31.25	
				Pricing and Added Time subject to change if not approved by: 12/17/20
				Current lead times and material availability are such that no additional days are being added to this COR. Should lead times change and cause a delay the critical path of the project, additional days will be added via separate COR.
				If accepted, this Change Order Request will increase the project by: 0 Day(s)
subtotal			1201.95	
Total Change Order		ADD	\$ 1,202	

Acceptance by an Authorized Representative

Signature

By accepting this Proposed Cost Change, authorization is being given to proceed with this proposed scope of work and the change in contract time as noted above is approved.



A&F Drywall

6827 Morgan Dr.

Blanchard, Okla. 73010 11/25/20

WL MCNATT

Furnish and install

Shawnee Police Station

Add Ceilings Vestibule 100 and 152

Shawnee, Ok

1. Acoustical ceilings
Vestibule 100&152

Exclusions

1. DEMO

Total Price ----- \$ 1,018.00



PROJECT:
Shawnee Police Department

GENERAL ESTIMATE

WLM Job Number: 990 COR 024
DATE: 1/6/21

Signage Changes			MATERIAL		LABOR		SUBCONTRACTOR	
DESCRIPTION	QUANTITY	UNIT	UNIT	COST	UNIT	COST	UNIT	COST
Kebko Architectural Signage	1						5,660	5660
					0.00	0.00		0
					0.00	0.00		0
						0.00		0
General Conditions						0.00		0
As-Built drawings	0	hrs		0	71.02	0.00		0
Estimating	0	hrs		0	63.92	0.00		0
Supervision Full	0	days		0	390.61	0.00		0
Scheduling / Coordination	0	days		0	106.53	0.00		0
Pump water	0	days		0	177.55	0.00		0
Clean up (Full)	0	day		0	142.04	0.00		0
Clean up (1/2)	0	day		0	71.02	0.00		0
Cleaning Misc. Material	0	sf	0.025	0	0.00	0.00		0
Dumpster (40 yd)	0	ea	450	0	0.00	0.00		0
Punch List	0	day		0	390.61	0.00		0
Misc. Material	0	sf	0.025	0	0.00	0.00		0
Job Trailer	0	mo	350	0	0.00	0.00		0
Job Container	0	mo	85	0	0.00	0.00		0
Site Office Phone/Fax	0	mo	150	0	0.00	0.00		0
Site Cell Phone	0	wks	12.5	0	0.00	0.00		0
Temp. Toilet	0	wks	75	0	0.00	0.00		0
Temp. Utilities	0	mo	250	0	0.00	0.00		0
Temp. Construction Fence	0	mo	595	0	0.00	0.00		0
Builder's Risk	0	mo		0	0.00	0.00		0
				0	0.00	0.00		0
subtotal				0		0		5660
taxes				0				
total	5660			0		0		5660

General Contractor Material & Labor Total			0.00	Scope of work: Sign changes per returned submittal package 10 14 00-1 Includes deletion of 10 room id signs, deduction of drive thru sign letters, and adding signage to opposite side of monument sign.
Subcontractor Material & Labor Total			5660.00	
Overhead on Work Performed	10%		566.00	
Profit on Work Performed	5%		283.00	
Total Project Cost to be insured			6509.00	
General Liability, Bonds			173.73	
				Pricing and Added Time subject to change if not approved by: 1/20/21
				Current lead times and material availability are such that no additional days are being added to this COR. Should lead times change and cause a delay the critical path of the project, additional days will be added via separate COR.
				If accepted, this Change Order Request will increase the project by: 0 Day(s)
subtotal			6682.73	
Total Change Order		ADD	\$ 6,683	

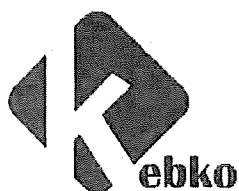
Acceptance by an Authorized Representative

Signature

By accepting this Proposed Cost Change, authorization is being given to proceed with this proposed scope of work and the change in contract time as noted above is approved.



ADA Signage – Cast Plaques & Letters – Engraved Signage & Graphics



Architectural Signage

A Woman-Owned Company
Bonded – Insured
Delivering Exceptional Value Since 1993

19304 N 62nd Avenue
Glendale, AZ 85308
Phone: 480-413-9808
Fax: 480-413-9809

Change Order Quotation

To: Connor Littlefield, W.L. McNatt & Co
From: Paula Gatzemeier, PM
Date: 1-5-2021
Project: Shawnee Police Department
RE: Signage

The return submittal has five changes that affected the pricing of various signage. The room signs were reduced from (22) to (12). The Drive thru lettering was reduced in height. The Bid package included an addendum #4 (2.2) indicating the monument sign was a single sided sign but the submittal requests a double-sided sign.

Deduct room signs by (10)	(480.00)
Deduct Drive thru cast letters by 3"	(260.00)
Add a non-illuminated Shield	1,000.00
Add (23) illuminated fabricated letters	4,600.00
Add additional installation cost	800.00
Original Contract price:	
Net change by change order	5,660.00
New Sum Contract total	

___XX___ For Approval

_____ As Requested

_____ Submitted

_____ Signature

_____ Payment

_____ For Review & Comment



PROJECT:
Shawnee Police Department

GENERAL ESTIMATE

WLM Job Number: 990 COR 025
DATE: 2/3/21

Time Extension Change Order			MATERIAL		LABOR		SUBCONTRACTOR	
DESCRIPTION	QUANTITY	UNIT	UNIT	COST	UNIT	COST	UNIT	COST
								0
					0.00	0.00		0
					0.00	0.00		0
						0.00		0
General Conditions						0.00		0
As-Built drawings	0	hrs		0	71.02	0.00		0
Estimating	0	hrs		0	63.92	0.00		0
Supervision Full	0	days		0	390.61	0.00		0
Scheduling / Coordination	0	days		0	106.53	0.00		0
Pump water	0	days		0	177.55	0.00		0
Clean up (Full)	0	day		0	142.04	0.00		0
Clean up (1/2)	0	day		0	71.02	0.00		0
Cleaning Misc. Material	0	sf	0.025	0	0.00	0.00		0
Dumpster (40 yd)	0	ea	450	0	0.00	0.00		0
Punch List	0	day		0	390.61	0.00		0
Misc. Material	0	sf	0.025	0	0.00	0.00		0
Job Trailer	0	mo	350	0	0.00	0.00		0
Job Container	0	mo	85	0	0.00	0.00		0
Site Office Phone/Fax	0	mo	150	0	0.00	0.00		0
Site Cell Phone	0	wks	12.5	0	0.00	0.00		0
Temp. Toilet	0	wks	75	0	0.00	0.00		0
Temp. Utilities	0	mo	250	0	0.00	0.00		0
Temp. Construction Fence	0	mo	595	0	0.00	0.00		0
Builder's Risk	0	mo		0	0.00	0.00		0
				0	0.00	0.00		0
subtotal				0		0		0
taxes				0				
total	0			0		0		0

General Contractor Material & Labor Total			0.00	Scope of work: Additional time required to complete the project due to delays in the critical path that include: Unforeseen Conditions, Weather Conditions, Prolonged Lead Times due to Covid-19, and Design Changes. More details included with separate attachments sent 2/3/2021.
Subcontractor Material & Labor Total			0.00	
Overhead on Work Performed	10%		0.00	
Profit on Work Performed	5%		0.00	
Total Project Cost to be insured			0.00	
General Liability, Bonds			0.00	
				Pricing and Added Time subject to change if not approved by: 2/17/21
				This work impacts the project completion date. If accepted, this Change Order Request will increase the project by: 123 Day(s)
subtotal			0.00	
Total Change Order		ADD	\$ -	

Acceptance by an Authorized Representative

Signature

By accepting this Proposed Cost Change, authorization is being given to proceed with this proposed scope of work and the change in contract time as noted above is approved.



Shawnee Police Department – Delay Summary Explanation

1. Items that delayed the completion of stud framing.

- Completion of stud framing effects numerous activities: plumbing, electrical, inspections, insulation, gyp, paint, wall tile, millwork, ceilings etc.
- Responses to RFI#s 2, 6, 13, 14, 15, 16, and 28 all required changes to the stud framing of the building resulting in cost changes. Most of these RFIs were the result of unforeseen conditions discovered upon the removal of existing materials per the demolition scope of work.
- Change Order Request #s 1, 5, 9, 14, 21, and 23 all required approval to complete stud framing.
- Subcontractors continued to work in areas that were unaffected by these changes until completed, but at times had to leave the job to await further confirmation of cost change approval.

2. Door Hardware Changes Delay

- The delivery of Door Hardware will affect the Aluminum Office Storefront manufacturers ability to accurately build and deliver frames required for the project. These frames will need precise measurements of hardware so that the hinge and strike sizes and locations are fabricated into the frames correctly. This is only achieved by having the hardware shipped to the aluminum frame manufacturer once the hardware has been approved for delivery.
- Design changes to doors 103C, 105, 106, 114, 132C, 133A, 139, 140, 141, and 142 all resulted in cost changes to the Aluminum Storefront and/or Door Hardware.
- Change Order Request #s 14, 15, and 21 require approval to be able to move forward on ordering and delivery of the door hardware package.
- Door hardware and aluminum storefronts are typically longer lead items that can take anywhere from 6 to 8 weeks or longer each from the date of ordering to delivery for installation and must be done consecutively.

3. Delays to the vehicle inspection building and exterior.

- During the demolition of existing paving, conduit and data cabling were removed due to these items being installed inside the concrete paving rather than below the paving as typical. This resulted in a delay to determine what line this was and who needs to come repair. It was determined that this was an AT&T communications line which was relocated below grade by AT&T so that site work could continue.
- Standard requirements for new installation of concrete foundations or paving is to complete a geotechnical report for the area of new construction. This was done once existing paving demo was complete and the sub grade was cut down to required elevation for bore testing to occur. No further work could be completed until geotechnical recommendations were made.
- Upon receiving the Geotech report there were conflicts between what the geo engineer recommended and what the civil plans show for sub base install. The recommendations given by the geo engineer required much more work and materials to complete that would result in an excessive cost change. It was determined that the base bid design would be acceptable and that we could proceed as originally planned. The time it took to produce the report, review the recommendations, and determine the acceptable course of action resulted in a delay of progress.
- Weather delays for construction are always expected, however, from the end of October to the middle of January we experienced excessive ice, snow, sleet, and rain

resulting in a cumulative delay of 54 working days. This is not to say that we had 54 days of precipitation recorded, but that due to the location of our vehicle inspection area of work (a low elevation) 1 or 2 days of rain would result in an entire week of lost working days. In addition, having 2 ice/snow storms during this duration resulted in longer delay periods when compared to rain by itself.

4. Covid-19 Effects

- Covid-19 has affected our schedule to some degree. Some contractors could only provide minimal personnel to the jobsite due to having employees in contact with individuals testing positive or they themselves testing positive resulting to quarantine procedures. Also, procurement of materials took longer than expected at times due to unavailability or low stock.

5. Other items

- In addition to the previous 4 sections provided there have been several other delays to activities that may not have been on our critical path but could have been completed earlier than they were.
- Unforeseen conditions resulting in changes to plumbing per RFIs 8, 12, and an up-sized waterline for a restroom before plumbing rough-in could be completed.
- Fire line requirements added a hydrant to base bid design before installing fire line.
- Unforeseen condition of riser room floor required design change before installing fire line.
- Millwork and cabinet changes resulted in delayed procurement of cabinets
- Vehicle inspection roof edge condition required re-design before competing roof edge.
- ASI#01 Design Changes and South Pier Layout Questions required pricing and response before proceeding with layout, demo, pier drilling, concrete, etc.

6. Future Items

- Ceiling grid cost changes COR#22 will need to be approved before causing a delay in ceiling installation
- Flooring cost changes COR#07 and COR#18 will need to be approved before delaying flooring install
- Fencing cost changes COR#20 will need to be approved before delaying fencing install
- Signage cost changes COR#24 will need to be approved before delaying signage install
- New sinks or cabinets for Restroom 109 due to new sinks needing to be drop-in rather than undermount to conceal the exposed cut edge of counter.
- There has been a request for proposal distributed for changes to add an office space. This item has not yet been submitted as a change order request but is forthcoming shortly. These changes could have an impact on the schedule depending on if or when they are approved.
- Grading change investigation for paving around the vehicle inspection area to prevent future drainage or water intrusion issues are currently underway.

In summary, most of the delays have been caused by unforeseen conditions or excessive poor weather conditions. However, the current critical path delay is the procurement of the hardware package and office storefront materials.

Shawnee Police Department - Delay Details

1. Additional interior items to be removed or demolished

- a. Email sent 5/14 from WLM to TAP and Shawnee in regards to existing furniture, safes, metal drawers, IT Racks, Vault door to Dispatch, etc.
- b. Response to email indicated for WLM to remove and/or demo additional items listed.
- c. COR#01 submitted 6/11/2020 for the removal and disposal of additional items listed per 5/14 email.
- d. Meeting on 6/16/2020 it was discussed that TAP will further review COR#01 and that the safe will remain in teller window area and a different a different solution will be presented for the vault door to dispatch area.
- e. COR#01 revised was submitted on 7/22 for the additional items except the teller window safe.
- f. Chief Mason Wilson confirmed on 7/26 Shawnee PD removed performed demo work for the items listed except for the vault door to comms room and safe in teller window area.
- g. COR#01 revised was submitted 7/30 for vault door to comms room removal.
- h. Chief Mason Wilson sent email on 8/18 providing info that he found a company to remove the vault door at no cost and will proceed, and that new frame and door to be installed.
- i. Meeting on 9/15 discussion confirming door 103C vault door to be removed by owner.

2. RFI#02 unforeseen CMU wall

- a. RFI#02 sent on 5/28 response received 5/28 indicating for contractor to remove wall and that TAP will issue ASI for RCP revisions.
- b. COR#01 submitted 6/11 for additional costs to demo and remove CMU wall
- c. Meeting on 6/16 TAP will be further reviewing COR#01
- d. COR#01 was revised on 7/22 and 7/30 to include costs for removal of CMU wall
- e. Meeting on 8/13 rejected COR#01 and confirmed that Shawnee PD and FD will be onsite to complete the demo of CMU wall. CMU demo work was completed 8/17.

3. RFI#06 Stud wall fur-out in restrooms for plumbing

- a. RFI#06 sent 5/28 response received 5/28 confirming to install new stud walls for plumbing.
- b. COR#05 submitted 7/28 for additional costs for added walls.
- c. Email sent 9/22 from Chance Allison indicating Change Order #01 that included additional framing costs per COR#05 was approved on 9/21 signed 12/14.

4. RFI#13 Existing Storefront to New Stud Wall

- a. RFI#13 sent 7/9 response received 7/14 indicating to remove existing storefront wall and add stud wall with gyp.
- b. COR#09 submitted 9/8 for additional costs required
- c. Change Order #02 approved on 12/1 signed 12/14 which included COR#09 for new stud walls

5. RFI#14, #15, #16 Coordination of stud wall locations

- a. RFIs sent 7/10 response received 7/20 to proceed as discussed onsite 7/16.

6. RFI#28 Ceiling to concrete lid and wall height conditions

- a. RFI#28 sent 11/4 response received 11/5 indicating additional framing and gyp required
- b. Meeting on 11/24 indicated for WLM to wrap East wall of records room with gyp and finish paint, includes covering safe with gyp.
- c. COR#23 submitted 12/18 for additional framing gyp and finish required for RFI#28 response and Records room gyp and paint costs.
- d. Change Order #03 approved on 1/19/2021 which included framing, gyp, and finish changes per COR#23.

7. Doors and Hardware

- a. Door hardware submittal sent 7/28/2020; submittal returned 8/24/2020 from TAP indicating revisions required and added doors and hardware for 103C and 132C
- b. Door discrepancy questions emailed from WLM to TAP on 9/24 response received 10/6 indicating retrofitting existing doors for offices 139, 140, 141, 142, and 114. Also, indicating no new doors required for 105 and 106.
- c. Door Hardware revised submittal sent 9/15; submittal returned 10/14 from TAP indicating resubmittal required to included revisions per door schedule and floor plan distributed by TAP on 10/14. Door changes include 103C, 111, 114, 132C, 133A, and 139-142.
- d. Clarification Questions sent 11/3 in regards to doors 103C, 114, and 139 – 142 response received 11/3 from TAP.
- e. COR#14 for added door and hardware per 133A submitted 10/29
- f. COR#15 for door changes to 111, 114, 132C, and 139-142 submitted 12/3
- g. COR#21 for door changes to 103C, 105, and 106 submitted 12/3
- h. CORs #14, #15, and #21 approved per Change Order #03 on 1/19/2021

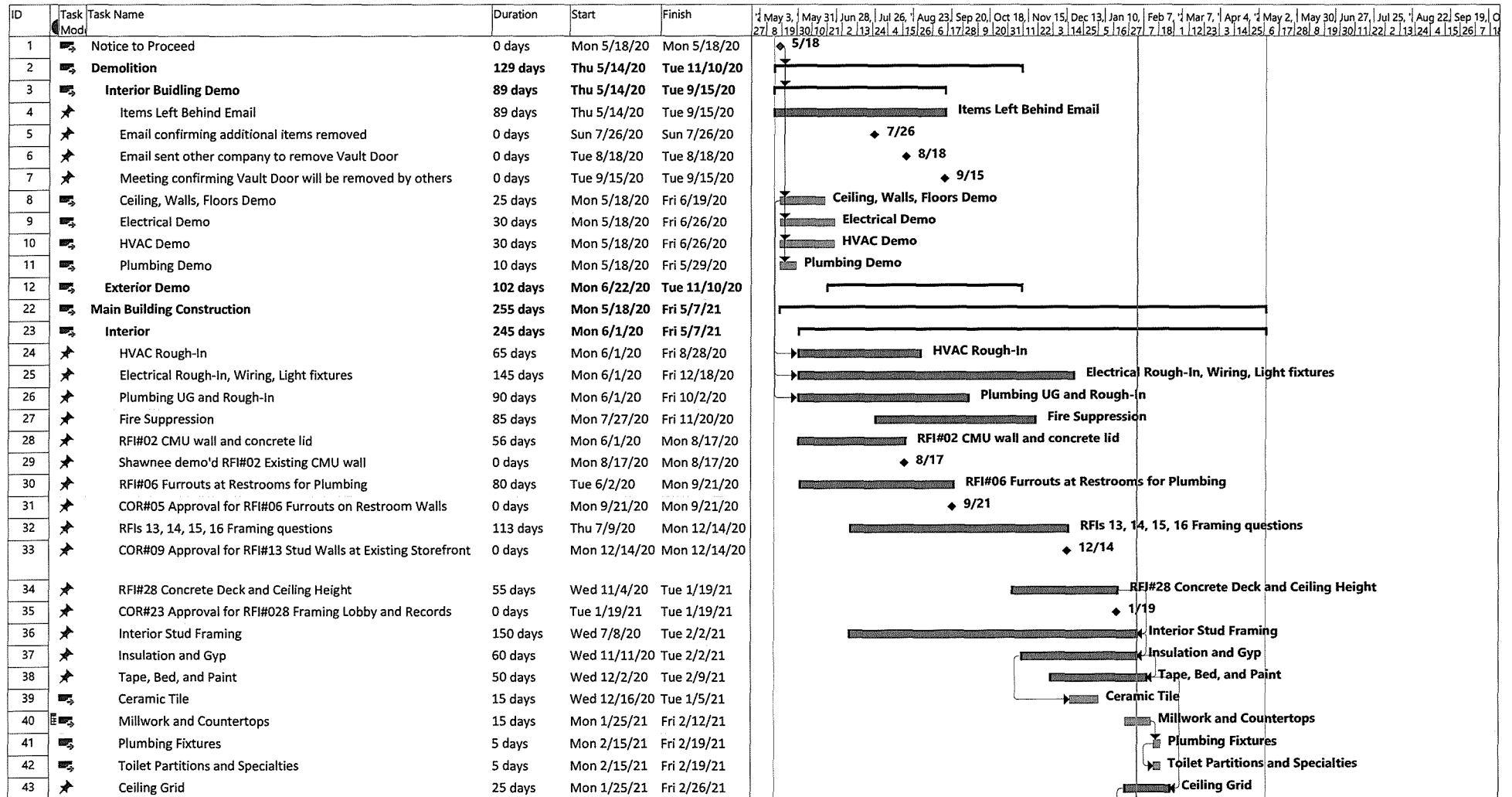
8. Vehicle Inspection and Exterior

- a. During demolition of existing paving around the drive-thru area, 2 conduit lines were discovered to be encased in the concrete paving on 7/2. Removal of concrete continued as well as roof demo and new roofing. Earthwork contractor can not clear sub base of existing paving at drive ways until demo activities are completed and unforeseen conduit is identified and relocated.
 - i. Meeting on 7/16 discussion about the conduits coming from building into the drive thru paving, WLM to investigate and determine what lines can be terminated and/or removed or if they need to be repaired and/or relocated.
 - ii. Meeting on 8/13 discussion that AT&T and Shawnee have discussed relocating and installing the communications line that was encased in concrete back into the building.
 - iii. 8/21 Communications line was relocated by AT&T. 8/24 earthwork contractor began removal of sand base and cut to sub grade.
- b. RFI#25 sent 8/25 in regards to paving at comms patio area clarifying to be removed.
 - i. COR#10 submitted 9/22 to perform the removal of concrete per RFI#25
 - ii. TAP provided approval via email 11/3. COR#10 has yet to be formally approved for removal of paving from job site. Paving was moved to separate location onsite for contractor to continue work.

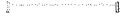
- c. Metco took soil samples on 8/31 to determine sub base requirements below paving. Earthwork contractor cannot continue until Geotech report is distributed by Metco.
 - i. 9/10 Geotech report distributed indicating requirements for sub base beyond the requirements shown per plans.
 - ii. 9/30 Concerns sent to TAP regarding additional work costs to perform as outline in the Geotech report provided. Response received 9/30 to proceed as indicated on plans
- d. Rain/Weather delays – due to the location of the vehicle inspection building and surrounding pavement areas any days consisting of excessive precipitation delayed the work by multiple days or weeks due to time required to pump standing water and drying of soil for workability.
 - i. 10/23 Rain delayed work
 - ii. 10/25 – 10/29 Rain, Sleet, and Ice for 5 consecutive days
 - iii. 11/10 Rain delayed work
 - iv. 11/24 Rain delayed work
 - v. 11/28 - 11/29 Rain delayed work
 - vi. 12/2 - 12/3 Rain delayed work
 - vii. 12/13 – 12/16 Ice and Snow delayed work
 - viii. 12/29 – 1/2 Rain, Ice, and Snow delayed work
 - ix. 1/6 Rain delayed work
 - x. 1/23 – 1/25 rain delayed work
- e. Meeting on 1/12 it was requested for WLM to send current civil plans to the City of Shawnee to review for drainage concerns.
 - i. Meetings on 1/26 and 1/28 discussion about grading concerns around the vehicle inspection building. Cedar Creek to release a re-design of grading plan.
 - ii. Currently on hold to perform driveway grading

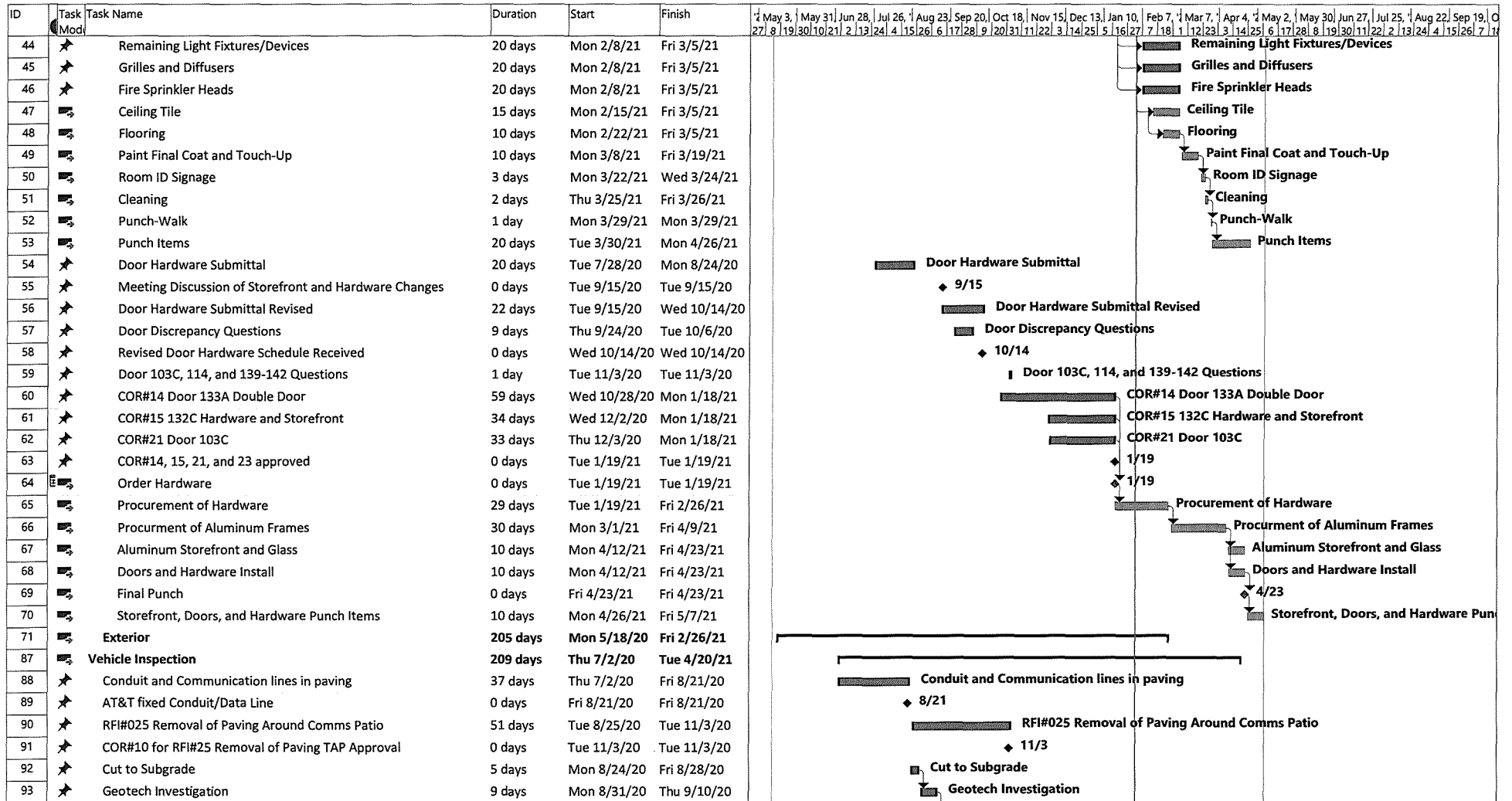
9. Items projected to cause delay

- i. Approval of COR#07 and COR#18 for flooring changes. Flooring material can not be ordered until approval for floor changes
- ii. Approval for COR#20 for additional fence.
- iii. Approval of COR#22 for added ceiling grid – currently installing ceiling at all other locations, need this approved to be able to complete ceiling areas
- iv. Approval of COR#24 signage changes – cannot proceed on procurement of signage materials until this is approved
- v. Request for added stud walls to create office 115B, WLM to submit pricing as soon as possible. If accepted, additional work will result in added time to complete.

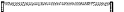
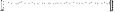


Project: Shawnee Police Depart
Date: Wed 2/3/21

Task		Project Summary		Manual Task		Start-only		Deadline	
Split		Inactive Task		Duration-only		Finish-only		Progress	
Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
Summary		Inactive Summary		Manual Summary		External Milestone			



ID	Task Mod	Task Name	Duration	Start	Finish	27 May 3	8 May 31	19 Jun 28	10 Jul 26	21 Aug 23	22 Sep 20	1 Oct 18	11 Nov 15	22 Dec 13	3 Jan 10	14 Feb 7	25 Mar 7	6 Apr 4	17 May 2	28 May 30	8 Jun 27	19 Jul 25	30 Aug 22	11 Sep 19	22 Oct 1
94	✈	Geotech Report Clarification	14 days	Fri 9/11/20	Wed 9/30/20	Geotech Report Clarification																			
95	🔧	Building Pad	10 days	Thu 10/1/20	Wed 10/14/20	Building Pad																			
96	✈	Weather Delay - October Ice Storm	10 days	Tue 10/27/20	Mon 11/9/20	Weather Delay - October Ice Storm																			
97	✈	Weather Delay - Nov. 10 Rain	9 days	Tue 11/10/20	Fri 11/20/20	Weather Delay - Nov. 10 Rain																			
98	✈	Weather Delay - Nov. 24 Rain	10 days	Tue 11/24/20	Mon 12/7/20	Weather Delay - Nov. 24 Rain																			
99	🔧	Excavate, Prep, Pour Footings	42 days	Thu 10/15/20	Fri 12/11/20	Excavate, Prep, Pour Footings																			
100	✈	Weather Delay Dec. 13, 15, and 16 Ice and Snow	11 days	Mon 12/14/20	Mon 12/28/20	Weather Delay Dec. 13, 15, and 16 Ice and Snow																			
101	✈	Weather Delay Dec. 29 - Jan. 1 Rain and Snow	9 days	Tue 12/29/20	Fri 1/8/21	Weather Delay Dec. 29 - Jan. 1 Rain and Snow																			
102	🔧	Prep and Pour Stem Wall	20 days	Mon 12/14/20	Fri 1/8/21	Prep and Pour Stem Wall																			
103	🔧	Prep and Pour Slab	10 days	Mon 1/11/21	Fri 1/22/21	Prep and Pour Slab																			
104	✈	Weather Delay Jan. 24 Rain	5 days	Mon 1/25/21	Fri 1/29/21	Weather Delay Jan. 24 Rain																			
105	🔧	Structural Steel	10 days	Mon 1/25/21	Fri 2/5/21	Structural Steel																			
106	🔧	Stud Framing	10 days	Mon 1/25/21	Fri 2/5/21	Stud Framing																			
107	🔧	MEP Rough-In	10 days	Mon 2/8/21	Fri 2/19/21	MEP Rough-In																			
108	🔧	Blocking	5 days	Mon 2/8/21	Fri 2/12/21	Blocking																			
109	🔧	Exterior Sheathing	10 days	Mon 2/8/21	Fri 2/19/21	Exterior Sheathing																			
110	🔧	Weather Barrier	7 days	Mon 2/22/21	Tue 3/2/21	Weather Barrier																			
111	🔧	Insulation and Gyp	5 days	Mon 2/22/21	Fri 2/26/21	Insulation and Gyp																			
112	🔧	Metal Liner Panel	5 days	Mon 2/22/21	Fri 2/26/21	Metal Liner Panel																			
113	🔧	Overhead Doors	5 days	Mon 2/22/21	Fri 2/26/21	Overhead Doors																			
114	🔧	Exterior Metal Paneling	13 days	Wed 3/3/21	Fri 3/19/21	Exterior Metal Paneling																			
115	🔧	Tape, Bed, and Paint	10 days	Mon 3/1/21	Fri 3/12/21	Tape, Bed, and Paint																			
116	🔧	Paint Existing Fascia	10 days	Mon 3/1/21	Fri 3/12/21	Paint Existing Fascia																			
117	🔧	Door and Hardware Install	5 days	Mon 3/15/21	Fri 3/19/21	Door and Hardware Install																			
118	🔧	MEPF Final	5 days	Mon 3/15/21	Fri 3/19/21	MEPF Final																			
119	🔧	Sealed Concrete	5 days	Mon 3/22/21	Fri 3/26/21	Sealed Concrete																			
120	🔧	Final Cleaning	2 days	Mon 3/29/21	Tue 3/30/21	Final Cleaning																			
121	🔧	Punchwalk	0 days	Tue 3/30/21	Tue 3/30/21	3/30																			
122	🔧	Punch Items	15 days	Wed 3/31/21	Tue 4/20/21	Punch Items																			
123	🔧	Comms Patio	94 days	Tue 11/3/20	Fri 3/12/21																				
137	🔧	Canopy	76 days	Fri 12/4/20	Fri 3/19/21																				
147	🔧	Site Construction	182 days	Thu 7/23/20	Fri 4/2/21																				
148	🔧	Parking Lot and Driveways	182 days	Thu 7/23/20	Fri 4/2/21																				
173	🔧	South Signage	81 days	Fri 12/4/20	Fri 3/26/21																				

Project: Shawnee Police Depart Date: Wed 2/3/21	Task		Project Summary		Manual Task		Start-only		Deadline	
	Split		Inactive Task		Duration-only		Finish-only		Progress	
	Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
	Summary		Inactive Summary		Manual Summary		External Milestone			



W.L. McNATT & COMPANY

GENERAL CONTRACTING

217 E. SHERIDAN • OKLAHOMA CITY, OKLAHOMA 73104

PHONE (405) 232-7245 • FAX (405) 232-7259

CONTRACTOR'S DAILY CONSTRUCTION REPORT

REPORT #: _____ BY Lawrence DATE 10/23/20

JOB DESCRIPTION Shawnee

WEATHER: ☐ Sunny ☒ Cloudy ☒ Rain ☐ Snow/Ice ☐ Below 32 ☒ Muddy ☐ Frozen

TEMPERATURE 44/ Windy

VISITORS _____

CRAFTS ON SITE:

GENERAL CONTRACTOR:

Employee Name _____

SUBCONTRACTOR:

Craft _____ Men _____

Baker Brothers 3
C&Z Utilities 3

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

DESCRIPTION OF WORK DONE THIS DATE _____

Baker - Wiring up electrical ~~Panel~~ Panel in closet & conduit in Dispatok Rm

C+Z - Installed Utility from ~~the~~ Outside of Riser Rm west to street & installer FH, the North to end of parking lot, ~~and~~ also poured concrete at elbows and at FH,

SPECIAL EVENTS (meetings, stoppages, accidents, tests/startups, changes, etc.) _____



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CONTRACTOR'S DAILY CONSTRUCTION REPORT

REPORT #: _____ BY Lawrence DATE: 10/26/20

JOB DESCRIPTION Shawnee PD

WEATHER: ☐ Sunny ☐ Cloudy ☒ Rain ☐ Snow/Ice ☐ Below 32 ☒ Muddy ☐ Frozen

TEMPERATURE 35/28 wind 16 mph.

VISITORS _____

CRAFTS ON SITE:

GENERAL CONTRACTOR:

Employee Name

Company

SUBCONTRACTOR:

Craft

Men

Baker Brothers

3

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

REVIEWED ON 7/1/12 BY: [REDACTED]

Baker Brothers - working on electrical closet in Dispatch Rm
Dispatch Rm Running conduit in wall Rough in -

SPECIAL EVENTS (meetings, stoppages, incidents, tests, startups, changes, etc.)

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

2. $\lim_{n \rightarrow \infty} \frac{1}{n} \sum_{k=1}^n f\left(\frac{k}{n}\right) = \int_0^1 f(x) dx$ for all continuous functions f on $[0, 1]$.

SPECIAL EVENTS: conferences, symposia, colloquia, lectures, seminars, etc.



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CONTRACTOR'S DAILY CONSTRUCTION REPORT

REPORT #: _____ BY Lawrence DATE: 10/28/20

JOB DESCRIPTION: Shawnee

WEATHER: ☐ Sunny ☒ Cloudy ☒ Rain ☐ Snow/Ice ☐ Below 32 ☒ Muddy ☐ Frozen

TEMPERATURE: 42 / 35

VISITORS: _____

CRAFTS ON SITE:

GENERAL CONTRACTOR:

Employee Name

Craft

SUBCONTRACTOR:

Craft

Men

Baker Brothers

6

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

DESCRIPTION OF WORK DONE THIS DATE:

Baker - Rough-in in Dispatch - Running 3" Conduit to
Working in elec. closet. Running cable to transformer

SPECIAL EVENTS (meetings, stoppages, accidents, tests/startups, changes, etc.):



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CONTRACTOR'S DAILY CONSTRUCTION REPORT

REPORT # _____ BY Lawrence DATE 10/29/20

JOB DESCRIPTION Shawnee

WEATHER: ☐ Sunny ☒ Cloudy ☒ Rain ☐ Snow/Ice ☐ Below 32 ☒ Muddy ☐ Frozen

TEMPERATURE 53/33

VISITORS _____

CRAFTS ON SITE:

GENERAL CONTRACTOR:

Employee Name

Craft

SUBCONTRACTOR:

Craft

Men

Baker Brothers

5

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

DATE: 11/11/11

Baker - Installing 3" Conduit for, 1st to electrical closet.

SPECIAL EVENTS: meetings, stoppages, weather, etc. (none)



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CONTRACTOR'S DAILY CONSTRUCTION REPORT

REPORT #: _____ BY Lawrence DATE 10/30/20

JOB DESCRIPTION Shawnee

WEATHER: ☒ Sunny ☒ Cloudy ☐ Rain ☐ Snow/Ice ☐ Below 32 ☒ Muddy ☐ Frozen

TEMPERATURE 64/33

VISITORS _____

CRAFTS ON SITE:

GENERAL CONTRACTOR:

Employee Name

Position

SUBCONTRACTOR:

Craft

Men

Baker Brothers

3

Discovery

3

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

DESCRIPTION OF WORK DONE THIS DATE

Discovery - Pumping Water from Eastside of Building from
parking lot Pad,

Baker Brothers - Running 3" Conduit to West Wall from
electrical closet for generator,

REMARKS (including changes, delays, etc.)



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CONTRACTOR'S DAILY CONSTRUCTION REPORT

REPORT #: _____ BY Lawrence DATE: 11/2/20

JOB DESCRIPTION Shawnee PD

WEATHER: ☒ Sunny ☐ Cloudy ☐ Rain ☐ Snow/Ice ☐ Below 32 ☒ Muddy ☐ Frozen

TEMPERATURE 65/45

VISITORS _____

CRAFTS ON SITE:

GENERAL CONTRACTOR:

Employee Name

Capacity

SUBCONTRACTOR:

Craft

Men

Discovery

3

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

DATE: 08/27/2018 TIME: 08:00 AM

Discovery - Pumping water from Drive area East side.

SPECIAL EVENTS (meeting, shopping, wedding, graduation, etc.)



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CONTRACTOR'S DAILY CONSTRUCTION REPORT

REPORT # _____ BY: Lawrence DATE: 11/3/20
JOB DESCRIPTION Shawnee PD
WEATHER: ☒ Sunny ☐ Cloudy ☐ Rain ☐ Snow/Ice ☐ Below 32 ☒ Muddy ☐ Frozen
TEMPERATURE: 75/49
VISITORS _____

CRAFTS ON SITE:

GENERAL CONTRACTOR:

Employee Name

Card Job

SUBCONTRACTOR:

Craft

Men

Discovery

3

Baker Brothers

3

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

DESCRIPTION OF WORK DONE THIS DATE _____

Discovery -

Baker Brothers - ~~working~~ Wiring up the generator - 15P -
electrical panel.

SPECIAL EVENTS (meetings, stoppages, accidents, tests starting, changes, etc.) _____

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CONTRACTOR'S DAILY CONSTRUCTION REPORT

REPORT #: _____ BY: Lawrence DATE: 11/10/20

JOB DESCRIPTION: Shawnee PD

WEATHER: ☒ Sunny ☒ Cloudy ☒ Rain ☐ Snow/Ice ☐ Below 32 ☒ Muddy ☐ Frozen

TEMPERATURE: 66 / 35

VISITORS: _____

CRAFTS ON SITE:

GENERAL CONTRACTOR:	
Employee Name	Carp/Lab

SUBCONTRACTOR:	
Craft	Men
A & F Dry Wall	1
Discovery	8
Comfort	4

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

DESCRIPTION OF WORK DONE THIS DATE: _____

Drywall - Installing HM door Jambs.

Discovery - ~~skipping~~ tying Rebar for Piers & Footings

Comfort - Installing flex Duct work

SPECIAL EVENTS (meetings, stoppages, accidents, tests/startups, changes, etc.): _____

Rained enough to make parking & Drive, Building Pad muddy

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CONTRACTOR'S DAILY CONSTRUCTION REPORT

REPORT #: _____ BY: Lawrence DATE: 11/24/20

JOB DESCRIPTION: Shawnee PD

WEATHER: ☐ Sunny ☒ Cloudy ☒ Rain ☐ Snow/Ice ☐ Below 32 ☒ Muddy ☐ Frozen

TEMPERATURE: 62 / 39

VISITORS: _____

CRAFTS ON SITE:

GENERAL CONTRACTOR:	
Employee Name	Carp/Lab
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

SUBCONTRACTOR:	
Craft	Men
<u>Att Drywall</u>	<u>4</u>
<u>Force Personnel</u>	<u>2</u>
<u>Baker Brothers</u>	<u>2</u>
<u>Grazier Fire</u>	<u>1</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

DESCRIPTION OF WORK DONE THIS DATE: _____

Force Personnel - General Glenn

A & P Drywall - Installing - Gyp & cement Board.

Baker Brothers - mis. Rough-in, Dispute Run Running Conduit, to RTU's.

Frazier Fire - Installing suppression line at Vehicle Inspection Area.

SPECIAL EVENTS (meetings, stoppages, accidents, tests/startups, changes, etc.): _____

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PHONE # (405) 232-7245 FAX # (405) 232-7259

CONTRACTOR'S DAILY CONSTRUCTION REPORT

REPORT #: _____ BY: Lawrence DATE: 11/25/20

JOB DESCRIPTION: Shawnee ID

WEATHER: ☒ Sunny ☐ Cloudy ☐ Rain ☐ Snow/Ice ☐ Below 32 ☒ Muddy ☐ Frozen

TEMPERATURE: 58 / 35

VISITORS: _____

CRAFTS ON SITE:

GENERAL CONTRACTOR:		SUBCONTRACTOR:	
Employee Name	Carp/Lab	Craft	Men
_____	_____	<u>A&F Drywall</u>	<u>4</u>
_____	_____	<u>Discovery</u>	<u>2</u>
_____	_____	<u>Baker Brothers</u>	<u>2</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

DESCRIPTION OF WORK DONE THIS DATE: _____

Att Drywall - Installing gyp. & topping out.

Discovery - Pumping water from East side of Building.
Water standing on the North & South side of canopy.

Baker Brothers - mss. Rough in tie in to Rto's.

SPECIAL EVENTS (meetings, stoppages, accidents, tests/startups, changes, etc.): _____

PHONE # (405) 232-7245 FAX # (405) 232-7259

CONTRACTOR'S DAILY CONSTRUCTION REPORT

REPORT #: _____ BY: L. Lawrence DATE: 11/30/20

JOB DESCRIPTION: Shallow Pond

WEATHER: ☒ Sunny ☐ Cloudy ☐ Rain ☐ Snow/Ice ☐ Below 32 ☒ Muddy ☐ Frozen

TEMPERATURE: 48/28

VISITORS: _____

CRAFTS ON SITE:

GENERAL CONTRACTOR:

Employee Name

Carp/Lab**SUBCONTRACTOR:**

Craft

Men

Att Drywall 5

Frazier Fire 2

Shipwide Plumbing 1

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

DESCRIPTION OF WORK DONE THIS DATE: _____

At F Dry Wall (4) Installing Gyp & Insulation, & (1) Framing for Access Panels in R.R., & furr out Wall in Womens R.R. to make flush with existing wall.

Frazier Fire - Installing Dry system pipe for ~~ventilation~~
Vech - Inspection.

Statewide Plumbing - stopped by to check on gas line & check for progress on R.R.

Baker Brother - Cable Tray -

SPECIAL EVENTS (meetings, stoppages, accidents, tests/startups, changes, etc.): _____

W. L. McNATT & COMPANY
GENERAL CONTRACTING

217 E. SHERIDAN, OKLAHOMA CITY, OKLAHOMA 73104

PHONE # (405) 232-7245 FAX # (405) 232-7259

CONTRACTOR'S DAILY CONSTRUCTION REPORT

REPORT #: _____ BY: Lawrence DATE: 12/1/20

JOB DESCRIPTION: Shawnee PD

WEATHER: ☒ Sunny ☐ Cloudy ☐ Rain ☐ Snow/Ice ☐ Below 32 ☒ Muddy ☐ Frozen

TEMPERATURE: _____

VISITORS: _____

CRAFTS ON SITE:

GENERAL CONTRACTOR:	
Employee Name	Carp/Lab

SUBCONTRACTOR:	
Craft	Men
Atf Drywall	5
Statewide Plumbing	2
Baker Brothers	3

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

DESCRIPTION OF WORK DONE THIS DATE: _____

Att - Top out on Gyp + Insulation - 4 guys - 1 framer
for downs at lobby

State Wide Plumbing - working on gas line on roof, checking
for leaks

Baker Brothers - Installing can light on exterior of Building,

SPECIAL EVENTS (meetings, stoppages, accidents, tests/startups, changes, etc.): _____

PHONE # (405) 232-7245 FAX # (405) 232-7259

CONTRACTOR'S DAILY CONSTRUCTION REPORT

REPORT #: _____ BY: Lawrence DATE: 12/2/20

JOB DESCRIPTION: Shawnee PD

WEATHER: ☐ Sunny ☒ Cloudy ☒ Rain ☐ Snow/Ice ☐ Below 32 ☒ Muddy ☐ Frozen

TEMPERATURE: 46 / 35

VISITORS: _____

CRAFTS ON SITE:

GENERAL CONTRACTOR:

Employee Name

Carp/Lab

Aaron

1

SUBCONTRACTOR:

Craft

Men

A+F Dry Wall

4

Statewide Plumbing,

2

Baker Brothers

3

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

DESCRIPTION OF WORK DONE THIS DATE: _____

At f Dry Wall - cleaned up gyp waste from building - and
Top out gyp at North end of Building,

StateWide Plumbing - hooking up gas line to Rtu's -

Baker Brothers - Hanging cable tray in IT Room.

Aaron - Installed floor Joist & Covered - Installed furr cuts for
Gyp in Rd, Cut Aluminum storefront to align with gyp.

SPECIAL EVENTS (meetings, stoppages, accidents, tests/startups, changes, etc.): _____

W. L. McNATT & COMPANY
GENERAL CONTRACTING

217 E. SHERIDAN, OKLAHOMA CITY, OKLAHOMA 73104

PHONE # (405) 232-7245 FAX # (405) 232-7259

CONTRACTOR'S DAILY CONSTRUCTION REPORT

REPORT #: _____ BY: Glennance DATE: 12/3/20

JOB DESCRIPTION: Shower

WEATHER: ☐ Sunny ☒ Cloudy ☒ Rain ☐ Snow/Ice ☐ Below 32 ☒ Muddy ☐ Frozen

TEMPERATURE: 40/25

VISITORS: _____

CRAFTS ON SITE:

GENERAL CONTRACTOR:		SUBCONTRACTOR:	
Employee Name	Carp/Lab	Craft	Men
<u>Penny</u>	<u>1</u>	<u>Statewide Plumbing</u>	<u>2</u>
		<u>A + F Drywall</u>	<u>3</u>
		<u>Baker Brothers</u>	<u>3</u>
		<u>Force Personnel</u>	<u>1</u>

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

DESCRIPTION OF WORK DONE THIS DATE: _____

Force Personnel - General Clean

Att Drywall - Framed for back door & header, Corner Bead,
Tapping out Gyp on walls.

Statewide Plumbing, - hooking up gas line to RTD's.

Baker Brothers, - hanging new light fixtures above ceiling,
grid.

Dimmy - Demo Block at two door opening 1" on either side so
that steel can fit flush with Block. Demo concrete slabs.

SPECIAL EVENTS (meetings, stoppages, accidents, tests/startups, changes, etc.): _____

W. L. McNATT & COMPANY
GENERAL CONTRACTING

217 E. SHERIDAN, OKLAHOMA CITY, OKLAHOMA 73104

PHONE # (405) 232-7245 FAX # (405) 232-7259

CONTRACTOR'S DAILY CONSTRUCTION REPORT

REPORT #: _____ BY: Lawrence DATE: 12/4/20

JOB DESCRIPTION: Shawnee PD

WEATHER: ☒ Sunny ☐ Cloudy ☐ Rain ☐ Snow/Ice ☐ Below 32 ☒ Muddy ☐ Frozen

TEMPERATURE: 55/26

VISITORS: _____

CRAFTS ON SITE:

GENERAL CONTRACTOR:		SUBCONTRACTOR:	
Employee Name	Carp/Lab	Craft	Men
<u>Danny</u>	<u>1</u>	<u>Att Drywall</u>	<u>2</u>
		<u>State Wide Plumbing</u>	<u>2</u>
		<u>Baker Brothers</u>	<u>3</u>
		<u>Discovery</u>	<u>2</u>
		<u>Delta Survey</u>	<u>3</u>

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

DESCRIPTION OF WORK DONE THIS DATE: _____

Danny - Install wooden Door Jambs, Demol concrete slabs, Install Temp fence

Art Drywall - top out gyp on walls

Statewide Plumbing - hooking up gas line to stoves on roof

Baker Brothers -

Discovery - pumping out water on east side of Building, to help dry out dirt walls

Delta - Laying out Pier locations for individual screen walls & off sets,

SPECIAL EVENTS (meetings, stoppages, accidents, tests/startups, changes, etc.): _____

W. L. McNATT & COMPANY
GENERAL CONTRACTING

217 E. SHERIDAN, OKLAHOMA CITY, OKLAHOMA 73104

PHONE # (405) 232-7245 FAX # (405) 232-7259

CONTRACTOR'S DAILY CONSTRUCTION REPORT

REPORT #: _____ BY: Lawrence DATE: 12/7/20

JOB DESCRIPTION: Shawnee PD

WEATHER: ☒ Sunny ☐ Cloudy ☐ Rain ☐ Snow/Ice ☐ Below 32 ☒ Muddy ☐ Frozen

TEMPERATURE: 62/33

VISITORS: _____

CRAFTS ON SITE:

GENERAL CONTRACTOR:	
Employee Name	Carp/Lab
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

SUBCONTRACTOR:	
Craft	Men
<u>A & F Dry wall</u>	<u>23</u>
<u>Breeden Paint</u>	<u>1</u>
<u>Baker Brothers</u>	<u>5</u>
<u>Statewide Plumbing</u>	<u>2</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

DESCRIPTION OF WORK DONE THIS DATE: _____

Breeden - Tape & Bead Walls → ~~Wrapping Door Openings~~
~~W/ gyp & Corner Bead.~~

A + F Drywall - topping out gyp & insulation, corner Bead,
Wrapping Door openings w/ gyp & corner Bead,

Statewide Plumbing - hooking up gas line to RTU's on Roof Top,
& checking for leaks,

Baker Brothers - Installing light fixtures above ceiling height,
& working on ~~electrical~~ wiring up Electrical Panel.

SPECIAL EVENTS (meetings, stoppages, accidents, tests/startups, changes, etc.): _____

PHONE # (405) 232-7245 FAX # (405) 232-7259

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

DESCRIPTION OF WORK DONE THIS DATE:

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

SPECIAL EVENTS (meetings, stoppages, accidents, tests/startups, changes, etc.):

PHONE # (405) 232-7245 FAX # (405) 232-7259

CONTRACTOR'S DAILY CONSTRUCTION REPORT

REPORT #: _____ BY: Lawrence DATE: 12/16/70

JOB DESCRIPTION: Shawnee PD

WEATHER: ☐ Sunny ☒ Cloudy ☐ Rain ☒ Snow/Ice ☐ Below 32 ☒ Muddy ☒ Frozen

TEMPERATURE: 37/25

VISITORS: _____

CRAFTS ON SITE:

GENERAL CONTRACTOR:

Employee Name

Carp/Lab

SUBCONTRACTOR:

Craft

Men

Breeden 2

Bulker Brothers	6
-----------------	---

Comfort 2

AL Flossing 2

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

DESCRIPTION OF WORK DONE THIS DATE: _____

Comfort - working on unit 5 & 8 to get them up + running

Breeder - Tape + Bed - all app walls

Baker Brothers - Installing light fixtures above ceiling grid, hooking up
RH's for heat.

AL flooring - floor prep in Restrooms.

SPECIAL EVENTS (meetings, stoppages, accidents, tests/startups, changes, etc.): _____

W. L. McNATT & COMPANY
GENERAL CONTRACTING

217 E. SHERIDAN, OKLAHOMA CITY, OKLAHOMA 73104

PHONE # (405) 232-7245 FAX # (405) 232-7259

CONTRACTOR'S DAILY CONSTRUCTION REPORT

REPORT #: _____ BY: Lawrence DATE: 12/17/20

JOB DESCRIPTION: Shawnee PD

WEATHER: ☐ Sunny ☐ Cloudy ☐ Rain ☐ Snow/Ice ☐ Below 32 ☒ Muddy ☒ Frozen

TEMPERATURE: 54/28

VISITORS: _____

CRAFTS ON SITE:

GENERAL CONTRACTOR:	
Employee Name	Carp/Lab

SUBCONTRACTOR:	
Craft	Men
AL Flooring	2
Breeden Paint	2
Baker Brothers	6
Statewide Plumbing	1

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

DESCRIPTION OF WORK DONE THIS DATE: _____

Al. flooring - Laying floor tile in lobby Restroom.

Statewide - Raising floor Drains for tile

Bredden - Tape & Bed. gyp walls

Baker Brothers - Installing light fixtures above ceiling grid.

SPECIAL EVENTS (meetings, stoppages, accidents, tests/startups, changes, etc.): _____

PHONE # (405) 232-7245 FAX # (405) 232-7259

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

DESCRIPTION OF WORK DONE THIS DATE: _____

Discovery - Pumping water from the east side of Building

Breeder - Tape & Seal exp walls.

SPECIAL EVENTS (meetings, stoppages, accidents, tests/startups, changes, etc.): _____

W. L. McNATT & COMPANY
GENERAL CONTRACTING

217 E. SHERIDAN, OKLAHOMA CITY, OKLAHOMA 73104

PHONE # (405) 232-7245 FAX # (405) 232-7259

CONTRACTOR'S DAILY CONSTRUCTION REPORT

REPORT #: _____ BY: Lawrence DATE: 12/29/20

JOB DESCRIPTION: Shinnee PD

WEATHER: ☐ Sunny ☒ Cloudy ☒ Rain ☐ Snow/Ice ☐ Below 32 ☒ Muddy ☐ Frozen

TEMPERATURE: 55/37 -

VISITORS: Dewayne w/ statewide - checking on RF Tile

CRAFTS ON SITE:

GENERAL CONTRACTOR:	
Employee Name	Carp/Lab
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

SUBCONTRACTOR:	
Craft	Men
<u>Breedon</u>	<u>@ 4</u>
<u>AL's Flooring</u>	<u>5</u>
<u>Discovery</u>	<u>7</u>
<u>Empire Wire</u>	<u>5</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

DESCRIPTION OF WORK DONE THIS DATE: _____

Discovery - ~~the~~ forming stem wall for Vehicle Insper.

Breeden - Tape & Bed + Sanding Walls, + Painting -

AL's - Laying tile in Rest Rooms.

SPECIAL EVENTS (meetings, stoppages, accidents, tests/startups, changes, etc.): _____

W. L. McNATT & COMPANY
GENERAL CONTRACTING

217 E. SHERIDAN, OKLAHOMA CITY, OKLAHOMA 73104

PHONE # (405) 232-7245 FAX # (405) 232-7259

CONTRACTOR'S DAILY CONSTRUCTION REPORT

REPORT #: _____ BY: Lawrence DATE: 12/30/20

JOB DESCRIPTION: Shawnee

WEATHER: ☐ Sunny ☒ Cloudy ☒ Rain ☒ Snow/Ice ☐ Below 32 ☒ Muddy ☐ Frozen

TEMPERATURE: 39/28

VISITORS: _____

CRAFTS ON SITE:

GENERAL CONTRACTOR:		SUBCONTRACTOR:	
Employee Name	Carp/Lab	Craft	Men
_____	_____	Baker Brothers	2
_____	_____	Al's Flooring	4
_____	_____	Breeden - Paint	4
_____	_____	Empire Wire	2
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

DESCRIPTION OF WORK DONE THIS DATE: _____

Breeden - Tape + Bed -

AL's - Installing tile in RR. Walls,

Baker - wiring up Electrical Panel at storage Rm.

Empire - pulling data cable

SPECIAL EVENTS (meetings, stoppages, accidents, tests/startups, changes, etc.): _____

PHONE # (405) 232-7245 FAX # (405) 232-7259

CONTRACTOR'S DAILY CONSTRUCTION REPORT

REPORT #: _____ BY: Lawrence DATE: 12/31/20

JOB DESCRIPTION:

WEATHER: Sunny ~~/~~ Cloudy ~~/~~ Rain ~~/~~ Snow/Ice Below 32 ~~/~~ Muddy Frozen

TEMPERATURE: 35/27

VISITORS: Rain + Snow Delay

CRAFTS ON SITE:

GENERAL CONTRACTOR:

Employee Name

Carp/Lab

SUBCONTRACTOR:

Craft

Men

Breeden Paint	5
Empire Wire	2
Baker Brothers	2

CONTRACTOR'S DAILY CONSTRUCTION REPORT - CONT.

DESCRIPTION OF WORK DONE THIS DATE: _____

Baker - Pulling wire in Dispatch Rm.

Empire - ~~Roll~~ Running Data wire above ceiling.

Breeder - final mud & sanding - Painted North West Rms, Primer & 1st coat of paint

SPECIAL EVENTS (meetings, stoppages, accidents, tests/startups, changes, etc.): _____



Shawnee Police Department

OAC Meeting Minutes 1/12/2021 1:30pm

Location:

Future Shawnee Police Department Building 912 E. Independence Street

Attendees:

1. Mason Wilson – Shawnee PD
2. Rodney Taylor – Shawnee PD
3. Khris Steadman – Shawnee PD
4. Chance Allison – City of Shawnee
5. Russell Megee – TAP
6. Lawrence Walker – WL McNatt
7. Connor Littlefield – WL McNatt

Meeting Items:

1. **Safety and Security**
 - Any Issues to Date?
 - No Safety Concerns or Incidents
 - East property line update.
2. **Look Ahead Schedule**
 - See attached look ahead
3. **Submittals**
 - **Outstanding**
 - Plaque Final Design
 - Metal Panel Sample Colors
 - Wainscot Sample
 - **Forthcoming**
 - Aluminum Panels
 - Metal Coping



4. RFIs

Forthcoming:

5. PCOs

- COR#07 Vestibule floor brick paver patch(revised)
- COR#10 Dispatch Patio Paving Demo (formal change order signed)
- COR#14 Door 133A to be double door

- COR#15 West Storefront and Office Doors

- COR#17 Roof Edge Construction
- COR#18 Flooring Changes
- COR#20 Southwest Area Fence
- COR#21 Doors 103C, 105, and 106

- COR#22 North Vestibule Ceiling
- COR#23 Lobby and Records Wall
- COR#24 Signage Changes
- COR#25 Time Extension
- Concrete changes at gate locations and Bollards
- East drive curb changes
-



6. Pay Application

- December 2020 submitted 1/11/2021
- Short pay to balance out the generator payment.

7. Open Discussion

- Electrified hardware at gates?
- Revised sinks for existing millwork?
- Drainage at North Driveway



8. Next meeting: Tuesday 1/26/2021 at 1:30pm



Shawnee Police Department

OAC Meeting Minutes 1/26/2021 1:30pm

Location:

Future Shawnee Police Department Building 912 E. Independence Street

Attendees:

1. Mason Wilson – Shawnee PD
2. Rodney Taylor – Shawnee PD
3. Khris Steadman – Shawnee PD
4. Russell Megee – TAP
5. Lawrence Walker – WL McNatt
6. Connor Littlefield – WL McNatt

Meeting Items:

1. **Safety and Security**
 - Any Issues to Date?
 - No Safety Concerns or Incidents
 - East property line update.
2. **Look Ahead Schedule**
 - See attached look ahead
3. **Submittals**
 - **Outstanding**
 - Fire Extinguisher Cabinets sent 8.17.2021
 - **Forthcoming**
 - Aluminum Panels
 - Metal Coping
 - Fascia Patch
 - PT-06 and PT-08 for exterior fascia and soffit



PROJECT:
Shawnee Police Department

GENERAL ESTIMATE

WLM Job Number: 990 COR 026
DATE: 2/3/21

Deduct for removing windows and motorized openers from overhead doors			MATERIAL		LABOR		SUBCONTRACTOR	
DESCRIPTION	QUANTITY	UNIT	UNIT	COST	UNIT	COST	UNIT	COST
Johnson Equipment	1						-4,950	-4950
					0.00	0.00		0
					0.00	0.00		0
						0.00		0
General Conditions						0.00		0
As-Built drawings	0	hrs		0	71.02	0.00		0
Estimating	0	hrs		0	63.92	0.00		0
Supervision Full	0	days		0	390.61	0.00		0
Scheduling / Coordination	0	days		0	106.53	0.00		0
Pump water	0	days		0	177.55	0.00		0
Clean up (Full)	0	day		0	142.04	0.00		0
Clean up (1/2)	0	day		0	71.02	0.00		0
Cleaning Misc. Material	0	sf	0.025	0	0.00	0.00		0
Dumpster (40 yd)	0	ea	450	0	0.00	0.00		0
Punch List	0	day		0	390.61	0.00		0
Misc. Material	0	sf	0.025	0	0.00	0.00		0
Job Trailer	0	mo	350	0	0.00	0.00		0
Job Container	0	mo	85	0	0.00	0.00		0
Site Office Phone/Fax	0	mo	150	0	0.00	0.00		0
Site Cell Phone	0	wks	12.5	0	0.00	0.00		0
Temp. Toilet	0	wks	75	0	0.00	0.00		0
Temp. Utilities	0	mo	250	0	0.00	0.00		0
Temp. Construction Fence	0	mo	595	0	0.00	0.00		0
Builder's Risk	0	mo		0	0.00	0.00		0
				0	0.00	0.00		0
subtotal				0		0		-4950
taxes				0				
total	-4950			0		0		-4950

General Contractor Material & Labor Total			0.00	Scope of work: Owner/Architect requested to delete motorized door openers and windows for the overhead doors.
Subcontractor Material & Labor Total			-4950.00	
Overhead on Work Performed			0.00	
Profit on Work Performed			0.00	
Total Project Cost to be insured			-4950.00	
General Liability, Bonds				
				Pricing and Added Time subject to change If not approved by: 2/17/21
				Current lead times and material availability are such that no additional days are being added to this COR. Should lead times change and cause a delay the critical path of the project, additional days will be added via separate COR.
				If accepted, this Change Order Request will
				Increase the project by: 0 Day(s)
subtotal			-4950.00	
Total Change Order		Deduct	\$ (4,950)	

Acceptance by an Authorized Representative

Signature

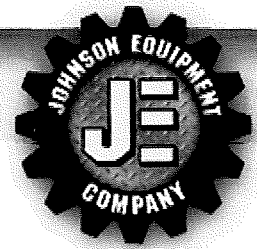
By accepting this Proposed Cost Change, authorization is being given to proceed with this proposed scope of work and the change in contract time as noted above is approved.



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55 YEARS OF INDEPENDENCE



2413 S. Purdue Oklahoma City, OK 73128 • Phone 405-680-9641 • Fax 405-681-1546
Corporate: 4674 Olin Road • Dallas, TX 75244 • Phone 972-661-9822 • Fax 972-404-1142

Quotation firm for 30 days

Johnson Equipment Company
2413 South Purdue

Tuesday January 26, 2021

Oklahoma City, OK 73128
405-680-9641

Reference Job:
Shawnee Police Dept

<u>Product Description</u>	<u>Qty</u>	<u>Unit Price</u>	<u>Extended Price</u>
Clopay 3717 Insulated Sectional Doors	-6	-\$725.00	-\$4,350.00
• Remove Motor Operators			
• Sensing Edges			
• Locking Doors - Keyed Alike			
• Per Specs			
Clopay 3717 Insulated Sectional Doors	-6	-\$100.00	-\$650.00
• Remove Windows			

Freight and Handling
Installation

Included
Included

Total **-\$4,950.00**

Please Direct Purchase Order To:

Andrew Mitchell
Johnson Equipment Company
2413 Purdue Drive
Oklahoma City, OK 73128
405-680-9641
405-609-4603 (cellular phone)
405-681-1546 (fax)
AMitchell@jequip.com

Shawnee Police Dept

Tax Exempt: Must have valid tax exemption certificate.

REMARKS:

1. Installation (non-union) is to be performed during normal business hours, Monday - Friday. Work area must be free and clear of all obstructions and full access provided during entire job. All delays will be billed at regular hourly rates.
2. Product lead time is (4) weeks. Please allow for one (1) additional week for delivery.
3. If required, all permits and bonds of any type, are by purchaser. Regular hourly rates will be added for fire watch, attending safety orientation or special client requirements.
4. Customer is responsible for electrical wiring, control wiring, hook up and interconnecting along with mounting

Regular Board of Commissioners Amended

2. d.

Meeting Date: 03/01/2021

Purchase

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

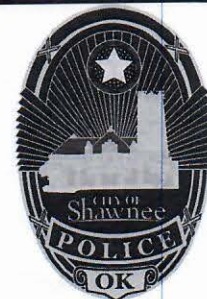
Authorize staff to purchase fifteen Dodge Charger Police Pursuit Sedan's at the state bid price of \$26,135.00 per unit, for a total of \$392,025.00 from Bob Howard Chrysler Jeep Dodge.

Attachments

Purchase



City of Shawnee



Chief Mason Wilson

16 W 9th

Shawnee, Oklahoma 74801

Office (405) 878-1680 or 1681 *Fax (405) 878-1520

E-Mail: mwilson@shawneeok.org

FROM : Mason Wilson
Chief of Police

TO : Chance Allison
City Manager

SUBJECT : Request Approval to Purchase Vehicles

DATE : February 9, 2021

I am requesting approval from the commissioners to purchase new police vehicles.

The vehicles would be purchased from Bob Howard Chrysler Jeep Dodge at the state bid price of \$26,135.00 per unit. This is the vehicle price only. Shawnee Police Department staff will do the upfitting of equipment on these vehicles. When we order the equipment ourselves and complete the installs, we will save approximately \$4000.00 per unit.

We have recently lost several vehicles due to suspects hitting and permanently disabling our vehicles. These were not our newest vehicles, but they were vehicles we intended to keep for a few more years. We have received some compensation from insurance for these vehicles. We have searched for used police vehicles, but there are none available nationwide. We could not find any new police SUV's available and ordering them will take 6 months. We are requesting permission to purchase the only police vehicles currently available. We will currently save \$7000.00 per vehicle by purchasing the sedans. These vehicles are budgeted out of the current public safety sales tax.

Dodge Charger \$26,135.00 x 5.....\$130,675.00 (in stock)

Dodge Charger \$26,135.00 x 10.....\$261,350.00 (order)

(Oklahoma State Bid Contract SW035)



**BOB HOWARD
CHRYSLER JEEP DODGE**

February 9, 2021

Captain Rick Greenland FBINA240

Special Operations

Shawnee Police Department

16 West 9th

Shawnee, OK 74801

RE: 2021 Dodge Charger Police Pursuit Sedan

Dear Captain Greenland:

Attached are the specifications for the 2021 Dodge Charger Police V-8 RWD Pursuit Sedans.

Pricing as follows is per the State of Oklahoma Vehicle Contract SW035.

Item # 1000009350

Police Pursuit Vehicles – CARS

2021 Dodge Charger Police Pursuit Sedan RWD

BASE		\$25,715.00
OPTIONS ADD:		
'X5X9	Vinyl Rear Bench Seat	120.00
GXQ	Additional Keys (total of 8)	150.00
LSA	Security Alarm	150.00
EZH	5.7L V-8 HEMI MDS VVT Engine	Included
LNK	L.H LED Spot Lamp	Included
JPS	Power Driver Seat	Included
UAG	7.0" UConnect Radio with Bluetooth	Included
XAC	Back Up Camera	Included
LMG	Automatic Headlamps	Included
NHA	H.D. Engine Oil Cooler; H.D. Engine Cooling: H.D.	
	Transmission Oil Cooler	Included
NZ5	High Speed Engine Controller	Included
GX4	Keyless GO	Included

JPS	6 Way Power Driver Seat	Included
BDH	Ready Alert Braking	Included
AXR	Secure Park	Included
NHM	Speed Control and Tilt/Telescopic Steering Wheel	Included

TOTAL VEHICLE PRICE	\$26,135.00
FIVE Vehicle Available @ \$26,135.00	\$130,675.00

COLOR:	PX8	Pitch Black Clear Coat
INTERIOR:	X5X9	Black Front H. D. Cloth Bucket Seats with Vinyl Rear Bench

Thank you and if there are any questions please contact me.



Tom Ayers
Governmental / Fleet Sales Manager

Regular Board of Commissioners Amended

2. e.

Meeting Date: 03/01/2021

Easement

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Authorize Staff to submit an easement application for a portion of Section 36, Township 11 North, Range 3 East (Area 1).

Attachments

Easement Application

COMMISSIONERS OF THE LAND OFFICE

APPLICATION FOR CONTINUOUS EASEMENT FOR GOVERNMENT ENTITIES

(Please Type or Print)

We hereby make application for an easement on School Lands from Commissioners of the Land Office.

ITEM 1.

1. PURPOSE OF THIS EASEMENT IS: Public Driveway and Utility Easement
2. APPLICANT NAME & ADDRESS (Easement will be issued in this name and address):
City of Shawnee
222 N. Broadway PO Box 1448 Shawnee, OK 74802
AGENT'S NAME AND PHONE: Seth Barkhimer - 405.878.1506
EMAIL: seth.barkhimer@shawneeok.org
MAILING ADDRESS (if different): _____
3. I hereby certify that the applicant has **RIGHT OF EMINENT DOMAIN** under the laws of Oklahoma (**CITE APPROPRIATE STATUTE**) _____
4. An interim temporary construction permit is requested? YES ☐ NO ☒
(NOTE: Applicant must meet established eligibility requirements.)

ITEM 2. IF APPLICATION IS FOR UNDERGROUND EASEMENT, COMPLETE THE FOLLOWING QUESTIONS:

1. Diameter of line: 8" Water and Sewer
2. Length of easement in rods (as per plat): 8.5 rods (140.40')
3. Width of easement in feet (typically 30 feet): 60'
4. What product will be transported? Public
5. Will surface structures be required? YES ☒ NO ☐
If yes, describe and give size:
Roadway, Fire Hydrant and/or Sewer manhole
6. Does proposed line tie into an existing line? YES ☒ NO ☐
If yes, please show general location of existing line on your plat.
7. Is additional temporary construction area required? YES ☐ NO ☒
If yes, state length and width of the **additional temporary construction** area required:

(continued on page 2)

ITEM 3. IF APPLICATION IS FOR OTHER THAN AN UNDERGROUND EASEMENT COMPLETE THE FOLLOWING QUESTIONS:

1. Type of easement: _____ # kV if electric line: _____
2. Dimensions of easement: _____
3. Is additional temporary construction area required? YES ☐ NO ☐
If yes, state length and width of **additional temporary construction** area:

(do not include easement area)
4. Total Acreage/rods required _____ temporary, _____ permanent

This application must be submitted together with:

1. Three (3) original copies of detailed certified plat/survey on **no larger than legal sized paper**, prepared by a licensed engineer/registered surveyor with **seal affixed**. If complete legal description (centerline, where applicable, or metes and bounds) is not included with survey, please type, double space, below. Use attachment if necessary. (This description will be on the issued easement; it **must** be accurate.)
2. There is no application fee for government entities.
3. \$30.00 per rod (minimum of \$500.00) deposit for a temporary construction permit, if requested prior to the limited term easement being issued.
4. Mailing address: Commissioners of the Land Office, 204 N. Robinson, Suite 900, Oklahoma City, OK 73102.

DESCRIPTION OF EASEMENT

Missing Piece of Marketplace Blvd (CLO Easement #9484)

A tract of land lying in the Southeast Quarter (SE/4) of Section thirty-six (36), Township eleven North (11 N), Range three East of the Indian Meridian (R 3 E IM), Pottawatomie County, Oklahoma, more particularly described as follows:

Commencing at the Southeast Corner of said SE/4 thence South 89°59'11" West, along the South line of said Southeast Quarter, a distance of 370 feet; thence North 00°05'03" East, parallel with the East line of said Southeast Quarter, a distance of 1,358.89 feet to the Point of Beginning; thence North 00°05'03" East a distance of 140.40 feet; thence South 89°54'57" East a distance of 70.00 feet; thence South 00°05'03" West a distance of 140.40 feet; thence North 89°54'57" West a distance of 70.00 feet to the Point of Beginning. Said Tract containing 9,828 Square Feet or 0.2256 Acres more or less.

APPLICANT AGREES TO PAY THE APPRAISED PRICE AS ESTABLISHED BY THE CLO IN THE EVENT THE PERMIT IS ISSUED AND APPLICANT ACCEPTS TEMPORARY PERMIT.

SIGNATURE OF AUTHORIZED AGENT

Date: _____

PRINTED NAME ADDRESS CITY, STATE ZIP CODE

Regular Board of Commissioners Amended

2. f.

Meeting Date: 03/01/2021

Easement

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Authorize Staff to submit an easement application for a portion of Section 36, Township 11 North, Range 3 East (Area 2).

Attachments

Easement Application

COMMISSIONERS OF THE LAND OFFICE

APPLICATION FOR CONTINUOUS EASEMENT FOR GOVERNMENT ENTITIES

(Please Type or Print)

We hereby make application for an easement on School Lands from Commissioners of the Land Office.

ITEM 1.

1. PURPOSE OF THIS EASEMENT IS: Public Driveway and Utility Easement
2. APPLICANT NAME & ADDRESS (Easement will be issued in this name and address):
City of Shawnee
222 N. Broadway PO Box 1448 Shawnee, OK 74802
AGENT'S NAME AND PHONE: Seth Barkhimer - 405.878.1506
EMAIL: seth.barkhimer@shawneeok.org
MAILING ADDRESS (if different): _____
3. I hereby certify that the applicant has **RIGHT OF EMINENT DOMAIN** under the laws of Oklahoma (**CITE APPROPRIATE STATUTE**) _____
4. An interim temporary construction permit is requested? YES ☐ NO ☒
(NOTE: Applicant must meet established eligibility requirements.)

ITEM 2. IF APPLICATION IS FOR UNDERGROUND EASEMENT, COMPLETE THE FOLLOWING QUESTIONS:

1. Diameter of line: 8" Water and Sewer
2. Length of easement in rods (as per plat): 28.5 rods (470.93')
3. Width of easement in feet (typically 30 feet): 47.50'
4. What product will be transported? Public
5. Will surface structures be required? YES ☒ NO ☐
If yes, describe and give size:
Roadway, Fire Hydrant and/or Sewer manhole
6. Does proposed line tie into an existing line? YES ☒ NO ☐
If yes, please show general location of existing line on your plat.
7. Is additional temporary construction area required? YES ☐ NO ☒
If yes, state length and width of the **additional temporary construction** area required:

(continued on page 2)

ITEM 3. IF APPLICATION IS FOR OTHER THAN AN UNDERGROUND EASEMENT COMPLETE THE FOLLOWING QUESTIONS:

1. Type of easement: _____ # kV if electric line: _____
2. Dimensions of easement: _____
3. Is additional temporary construction area required? YES ☐ NO ☐
If yes, state length and width of **additional temporary construction** area:

(do not include easement area)
4. Total Acreage/rods required _____ temporary, _____ permanent

This application must be submitted together with:

1. Three (3) original copies of detailed certified plat/survey on **no larger than legal sized paper**, prepared by a licensed engineer/registered surveyor with **seal affixed**. If complete legal description (centerline, where applicable, or metes and bounds) is not included with survey, please type, double space, below. Use attachment if necessary. (This description will be on the issued easement; it **must** be accurate.)
2. There is no application fee for government entities.
3. \$30.00 per rod (minimum of \$500.00) deposit for a temporary construction permit, if requested prior to the limited term easement being issued.
4. Mailing address: Commissioners of the Land Office, 204 N. Robinson, Suite 900, Oklahoma City, OK 73102.

DESCRIPTION OF EASEMENT

Undeveloped South End of Marketplace Blvd (CLO Easement #9485)

A tract of land lying in the Southeast Quarter (SE/4) of Section thirty-six (36), Township eleven North (11 N), Range three East of the Indian Meridian (R 3 E IM), Pottawatomie County, Oklahoma, more particularly described as follows:

Commencing at the Southeast Corner of said SE/4 thence South 89°59'11" West, along the South line of said Southeast Quarter, a distance of 370 feet; thence North 00°05'03" East, parallel with the East line of said Southeast Quarter, a distance of 33.00 feet to the Point of Beginning; thence South 89°59'11" West, parallel with the South line of said Southeast Quarter, a distance of 47.50 feet; thence North 00°05'03" East a distance of 289.65 feet to a point of curvature; thence Northerly along a curve to the right having a radius of 232.50 feet (said curve subtended by a chord which bears North 14°45'35" East a distance of 117.81 feet) for an arc distance of 119.10 feet to a point of reverse curvature; thence Northerly along a curve to the left having a radius of 137.50 feet (said curve being subtended by a chord which bears North 14°45'35" East a distance of 69.67 feet) for an arc distance of 70.44 feet; thence South 00°05'03" West, parallel with the East line of said Southeast Quarter, a distance of 470.93 feet to the Point of Beginning.
Said Tract containing 18,452 Square Feet or 0.4236 Acres more or less.

APPLICANT AGREES TO PAY THE APPRAISED PRICE AS ESTABLISHED BY THE CLO IN THE EVENT THE PERMIT IS ISSUED AND APPLICANT ACCEPTS TEMPORARY PERMIT.

SIGNATURE OF AUTHORIZED AGENT

Date: _____

PRINTED NAME ADDRESS CITY, STATE ZIP CODE

Regular Board of Commissioners Amended

2. g.

Meeting Date: 03/01/2021

Easement

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Authorize Staff to submit an easement application for a portion of Section 36, Township 11 North, Range 3 East (Area 3).

Attachments

Easement Application

COMMISSIONERS OF THE LAND OFFICE

APPLICATION FOR CONTINUOUS EASEMENT FOR GOVERNMENT ENTITIES

(Please Type or Print)

We hereby make application for an easement on School Lands from Commissioners of the Land Office.

ITEM 1.

1. PURPOSE OF THIS EASEMENT IS: Public Driveway and Utility Easement
2. APPLICANT NAME & ADDRESS (Easement will be issued in this name and address):
City of Shawnee
222 N. Broadway PO Box 1448 Shawnee, OK 74802
AGENT'S NAME AND PHONE: Seth Barkhimer - 405.878.1506
EMAIL: seth.barkhimer@shawneeok.org
MAILING ADDRESS (if different): _____
3. I hereby certify that the applicant has **RIGHT OF EMINENT DOMAIN** under the laws of Oklahoma (**CITE APPROPRIATE STATUTE**) _____
4. An interim temporary construction permit is requested? YES ☐ NO ☒
(NOTE: Applicant must meet established eligibility requirements.)

ITEM 2. IF APPLICATION IS FOR UNDERGROUND EASEMENT, COMPLETE THE FOLLOWING QUESTIONS:

1. Diameter of line: 8" Water and Sewer
2. Length of easement in rods (as per plat): 36.8 rods (607.26')
3. Width of easement in feet (typically 30 feet): 64'
4. What product will be transported? Public
5. Will surface structures be required? YES ☒ NO ☐
If yes, describe and give size:
Roadway, Fire Hydrant and/or Sewer manhole
6. Does proposed line tie into an existing line? YES ☒ NO ☐
If yes, please show general location of existing line on your plat.
7. Is additional temporary construction area required? YES ☐ NO ☒
If yes, state length and width of the **additional temporary construction** area required:

(continued on page 2)

ITEM 3. IF APPLICATION IS FOR OTHER THAN AN UNDERGROUND EASEMENT COMPLETE THE FOLLOWING QUESTIONS:

1. Type of easement: _____ # kV if electric line: _____
2. Dimensions of easement: _____
3. Is additional temporary construction area required? YES ☐ NO ☐
If yes, state length and width of **additional temporary construction** area:

(do not include easement area)
4. Total Acreage/rods required _____ temporary, _____ permanent

This application must be submitted together with:

1. Three (3) original copies of detailed certified plat/survey on **no larger than legal sized paper**, prepared by a licensed engineer/registered surveyor with **seal affixed**. If complete legal description (centerline, where applicable, or metes and bounds) is not included with survey, please type, double space, below. Use attachment if necessary. (This description will be on the issued easement; it **must** be accurate.)
2. There is no application fee for government entities.
3. \$30.00 per rod (minimum of \$500.00) deposit for a temporary construction permit, if requested prior to the limited term easement being issued.
4. Mailing address: Commissioners of the Land Office, 204 N. Robinson, Suite 900, Oklahoma City, OK 73102.

DESCRIPTION OF EASEMENT

Extension of Plaza Drive West

A tract of land lying in the Southeast Quarter (SE/4) of Section thirty-six (36), Township eleven North (11 N), Range three East of the Indian Meridian (R 3 E IM), Pottawatomie County, Oklahoma, more particularly described as follows:

Commencing at the Southeast Corner of said SE/4 thence West (S 89°22'30" W) a distance of 370 feet to the Southwest Corner of the I-40 & Kickapoo Commercial Center, Section 1; thence North (N 00°30'40" W) a distance of 1146.90 feet to the Point of Beginning, said Point being on the West boundary of Shawnee Marketplace; thence West (S 89°29'20" W) a distance of 607.26 feet; thence North (N 00°30'40" W) a distance of 64.00 feet; thence East (N 89°29'20" W) a distance of 607.26 feet to a point on the West boundary of Shawnee Marketplace; thence South (S 00°30'40" E) a distance of 64.00 feet to the Point of Beginning. Said Tract containing 0.89 Acres.

APPLICANT AGREES TO PAY THE APPRAISED PRICE AS ESTABLISHED BY THE CLO IN THE EVENT THE PERMIT IS ISSUED AND APPLICANT ACCEPTS TEMPORARY PERMIT.

SIGNATURE OF AUTHORIZED AGENT

Date: _____

PRINTED NAME ADDRESS CITY, STATE ZIP CODE

Regular Board of Commissioners Amended

5.

Meeting Date: 03/01/2021

Proclamation

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Acknowledgment and ratification of the Proclamation declaring an emergency within the City Limits and such additional territory as may be described herein, authorizing the actions of the City Manager pursuant to State Laws and the Municipal Code of the City of Shawnee.

Attachments

Proclamation

**DECLARATION OF THE MAYOR OF THE CITY OF SHAWNEE DECLARING AN
EMERGENCY WITHIN THE CITY LIMITS AND SUCH ADDITIONAL TERRITORY
AS MAY BE DESCRIBED HEREIN, AUTHORIZING THE ACTIONS OF THE CITY
MANAGER PURSUANT TO STATE LAWS AND THE MUNICIPAL CODE OF THE
CITY OF SHAWNEE**

WHEREAS, Chapter 11, Section 11-29 of the City of Shawnee Code of Ordinances and Title 21 Section 1321.1 *et al.* of the Oklahoma Statutes empowers the Mayor of the City of Shawnee to proclaim a state of emergency when the City of Shawnee is threatened by a local emergency that affects the life, health, property or the public peace;

WHEREAS, on February 12, 2021, the Governor of the State of Oklahoma declared a disaster emergency caused by severe winter weather in all 77 Oklahoma counties that threatens the public's peace, health, and safety pursuant to Executive Order 2021-06;

WHEREAS, extreme freezing temperatures and severe winter weather, including snow, freezing rain, and wind beginning February 7, 2021 and continuing are expected to cause damage to public and private properties and utilities, including electric, gas, and water systems within the State of Oklahoma, causing an undue hardship on the citizens of this State, including the citizens of the City of Shawnee;

WHEREAS, the event is consistent with the definition of "*disaster*" as defined by Section 683.3 of the Oklahoma Emergency Management Act of 2003, as amended and;

WHEREAS, the event is consistent with the definition of "*disaster*" as defined in Section 11-27 of Chapter 11 of the Code of the City of Shawnee and;

WHEREAS, Section 683.3 states that a "*state of emergency* shall be deemed to exist whenever, by reason of a disaster, such state of emergency is legally proclaimed by proper authority as provided in this article and that "such state of emergency shall continue [in the affected areas] until terminated by proclamation of proper authority as provided in this article," and;

WHEREAS, Section 11-29 (a) of Chapter 11 of the Code of the City of Shawnee provides that the Mayor after finding that a disaster exists which affects life, health, property or the public peace, may proclaim a state of emergency in the area affected and;

WHEREAS, the Mayor of the City of Shawnee does hereby find that conditions affecting public order, life, health, property or the public peace have arisen within the City of Shawnee caused by unprecedented severe winter weather;

NOW THEREFOR IT IS HEREBY PROCLAIMED that a local emergency now exists in the entirety of the City of Shawnee, State of Oklahoma;

I HEREBY DIRECT that the City Emergency Operations Plan be implemented and;

I DO FURTHER DIRECT that public notice of this proclamation and state of emergency shall be given by the City Clerk and to as many local news media outlets as may be practical.

IT IS FURTHER PROCLAIMED AND ORDERED that the Mayor of the City of Shawnee is empowered to evoke the powers enumerated in Chapter 20, Section 20.4 of the City of Shawnee Code of Ordinances; and

IT IS FURTHER PROCLAIMED AND ORDERED that this state of emergency shall continue for a period of thirty (30) days.

Dated: 2/16/21

By: [Signature]
Ed Bolt, Mayor

ATTEST:

Kacie Eck
Kacie Eck, Senior Deputy City Clerk (Seal)



Regular Board of Commissioners Amended

6.

Meeting Date: 03/01/2021

Contract

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration of an agreement with South Central Industries, Inc. for trash removal services at twenty-three (23) municipal park locations, and janitorial services at three (3) municipal park locations.

Attachments

Contract



AGREEMENT FOR BEAUTIFICATION SERVICES
FOR
CITY OF SHAWNEE

This contract, made and entered into this _____ day of _____, 2021, between the City of Shawnee, Oklahoma, hereinafter referred to as “City” and South Central Industries, Inc., 130 N. Louisa, Shawnee, Oklahoma, hereinafter referred to as “Contractor.”

WHEREAS, the Contractor has submitted a proposal pursuant to a request by the City of Shawnee to furnish the trash removal service AND janitorial services (*) at the following locations:

1. Boy Scout Park (M-F) *
2. Kidspace Park (M-F) *
3. Dean Weigant Park (M-F) *
4. Woodland Veterans Park (M-F)
5. Community Center Park (T & Th)
6. Dunbar Park (T & Th)
7. Milstead Park (T & Th)
8. Lilac Park (T & Th)
9. Larch-Miller Park (T & Th)
10. Redbud Park (T & Th)
11. Wildwood Park (T & Th)
12. Rosedale Park (T & Th)
13. Rose Garden Park (T & Th)
14. Optimist Park (T & Th)
15. Mihura Park (T & Th)
16. Lion’s Ballfield (T & Th)
17. Lion’s Park (T & Th)
18. Sister City Park (T & Th)
19. Mary Maxine Williamson Dog Park (T & Th)
20. Strickland Park (T & Th)
21. Jefferson Circle Neighborhood Park (T & Th)
22. Centennial Park (Santa Fe Depot) (T & Th)
23. Celebration of Life Park (T & Th)

NOW THEREFORE, in consideration of the mutual agreement and covenants herein contained, it is understood and agreed by and between Contractor and City that:

1. The term of this contract is from March 1, 2021 to November 30, 2021. At the end of this 9-month term, the City may continue the contract for the succeeding fiscal year or discontinue the contract with no penalty upon ninety (90) days written notice to the Contractor at any time.
2. The City agrees to pay and the Contractor agrees to accept in full consideration for the performance of the Contractor's obligations, the sum of \$6,750.00 (Six-Thousand Seven Hundred & Fifty dollars and no/100) per month to South Central Industries, Inc., PO Box 3766, Shawnee, OK 74802.
3. The Contractor agrees to supply a minimum of one (1) job coach and two (2) clients to perform tasks. Following special events and weekends the Contractor agrees to supply additional staffing to meet the need of the agreed upon terms of specification.
4. This contract constitutes the entire agreement and understanding between the parties hereto, and shall not be modified, altered, changed or amended in any respect unless in writing and signed by both parties hereto.
5. Contractor shall not assign this contract to another party, company, partnership or corporation without specific approval in writing from the City.
6. This Contract shall be governed by the laws of the State of Oklahoma both as to interpretation and performance.
7. The Contractor shall procure a policy of Workers' Compensation Insurance and shall procure a policy of liability insurance, the terms, limits, and conditions of which shall be acceptable to the City.
8. The Contractor shall furnish transportation for its workers to and from the various locations and transport trash to dumpsters at various locations.
9. The City shall provide necessary supplies so the Contractor can pick up trash in accordance with the Schedule of Services. Contractor will provide the following janitorial services at the * locations: hosing down restrooms, scrubbing toilets, stocking products provided by the City and removing trash.
10. It is agreed this agreement shall not be construed as a joint venture agreement or partnership between the City and the Contractor, and the Contractor is not an agent or entity of the City. On the contrary, the Contractor is an independent contractor and shall be responsible for its acts and omissions.

IN WITNESS WHEREOF, we, the contracting parties, by our duly authorized agents, hereto affix our signatures and seals at Shawnee, Oklahoma, this _____ day of _____, 2021.

CITY OF SHAWNEE, OKLAHOMA

ATTEST:

BY: _____
Chance Allison
CITY MANAGER

Lisa Lasyone, CMC
CITY CLERK

SOUTH CENTRAL INDUSTRIES, INC.

ATTEST:

BY: _____
Tina Hanna
EXECUTIVE DIRECTOR

Misty Moss
NOTARY PUBLIC

Regular Board of Commissioners Amended

7.

Meeting Date: 03/01/2021

45th Street Transportation

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration of a contract with CEC Corporation for professional design services regarding the 45th Street Transportation Project.

Attachments

Memo

Scope



Office of Engineering
MEMORANDUM

DATE: Monday, March 1, 2021
TO: Honorable Mayor and Members of the City Commission
FROM: Seth Barkhimer, City Engineer
RE: 45th Street Widening

On January 19, 2021 staff came before commission and ask for approval to begin negotiations with CEC for professional design services. Those services include the preliminary engineering design services to prepare a conceptual engineering report and assessment for the proposed roadway widening of 45th Street from Leo Street to Bryan Street.

The proposed contract is summarized below:

- Scope Items:
 - Multimodal Traffic analysis and counts along 45th Street
 - Traffic Counts at the Intersection of MacArthur and Leo Street
 - Recommendations for widening 45th street based on the traffic analysis and counts.
 - Recommendations for pedestrian facilities.
 - Topographic survey.
 - Railroad coordination and initial exhibits.
 - Drainage Analysis for the six drainage crossings.
 - Anticipated construction phasing and recommended improvements.
- Contract Amount: \$227,232.00

Staff has reviewed CEC's proposed contract and recommends award. The project will be funded out of the 302 street-fund.



CEC

ENGINEERING CONTRACT PROPOSAL

FOR



CITY OF SHAWNEE
SHAWNEE, OK

45TH STREET WIDENING

FEBRUARY 10, 2021

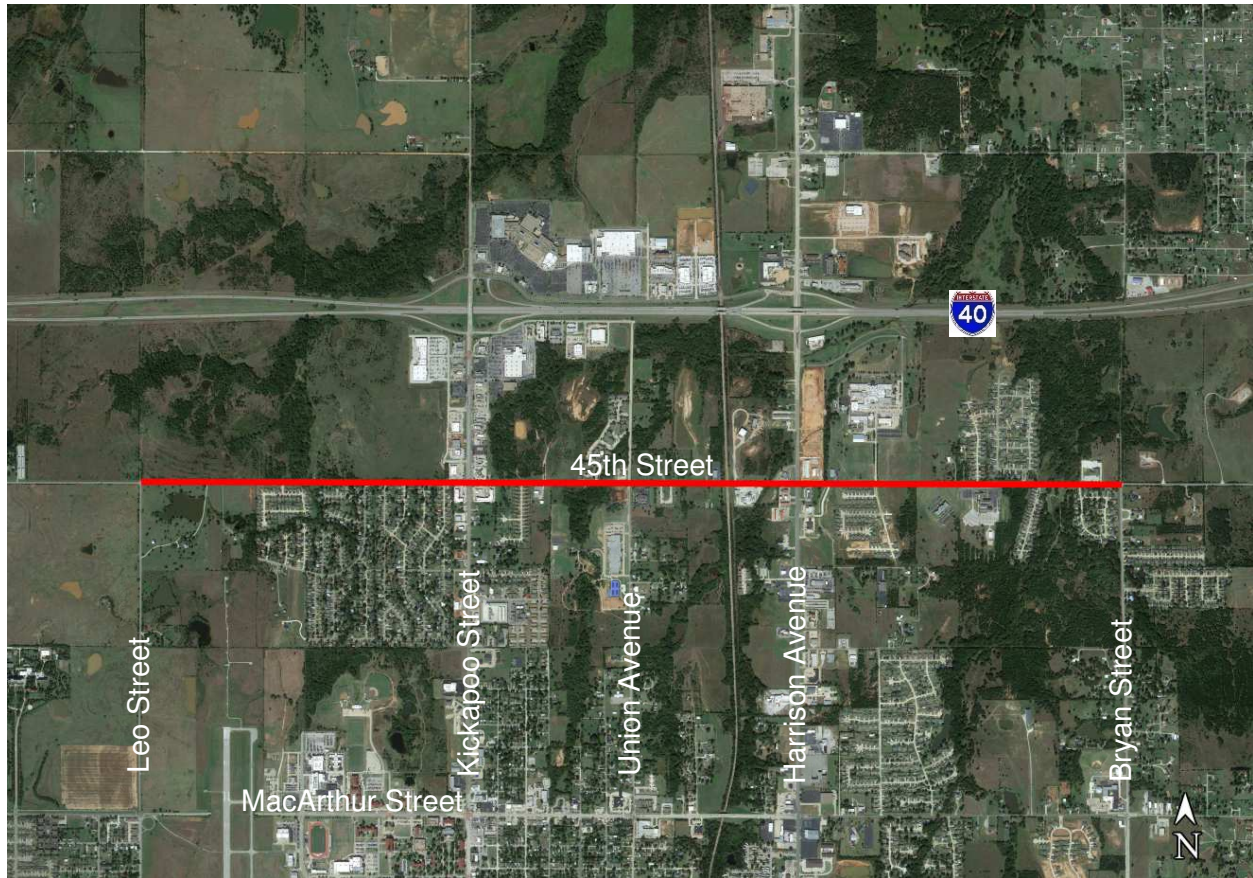
CEC Corporation
4555 W. Memorial Rd
Oklahoma City, OK 73142
Phone: 405.753.4200 | Fax: 405.260.9524
www.connectcec.com



GENERAL SCOPE OF SERVICES

Following is a scope of services associated with providing preliminary engineering design services to prepare a conceptual engineering report and assessment for the proposed roadway widening of 45th Street from Leo Street to Bryan Street. Preliminary engineering design services will include traffic analysis and counts to help determine the needed roadway widening, topographic survey, initial coordination with the BNSF Railroad, preparation of a conceptual engineering report, a virtual public meeting and drainage analysis for the corridor.

See location map below.



Project Location Map

PROJECT DESCRIPTION

The following assessments are included in the preliminary engineering design services for the 45th Street corridor from Leo Street to Bryan Street:

- Multimodal traffic analysis and counts along 45th Street from Leo Street to Bryan Street.
- Traffic counts at the intersection of MacArthur Street and Leo Street.
- Recommendations for widening 45th Street based on the traffic analysis and counts.
- Recommendations for pedestrian facilities.
- Topographic survey will be conducted for the project extents.
- An initial exhibit will be prepared where the BNSF railroad crosses 45th Street. CEC will initiate coordination with the BNSF.
- A virtual public meeting will be conducted presenting to the public the proposed design for 45th Street and getting feedback from the residents.
- Drainage analysis for the six (6) drainage crossings will be conducted.
- Anticipated construction phasing for recommended improvements.

TRAFFIC ANALYSIS

Multimodal traffic analysis and counts will be conducted in order to determine the amount of widening needed along 45th Street and also determine the traffic needs at the intersections along the project extents. Traffic counts will also be conducted at the intersection of MacArthur Street and Leo Street. A detailed scope of the traffic analysis services is included in the Appendix.

SURVEY SERVICES

Topographic and control survey will be provided to complete the design and plans. Present right-of-way and utilities will be identified. A detailed scope of the survey services is included in the Appendix.

CONCEPTUAL ENGINEERING REPORT

A conceptual engineering report will be prepared to examine the traffic, proposed roadway widening, drainage, and construction phasing along 45th Street from Leo Street to Bryan Street. The scope includes the preparation and submittal of the conceptual engineering report and the conceptual Engineer's estimate.

- Once the traffic analysis and counts are completed a recommendation will be made for proposed widening of 45th Street to accommodate future traffic needs.
- Preparation of an initial exhibit for the BNSF railroad crossing to initiate coordination with the railroad.

- Drainage analysis of the six (6) existing cross drains under 45th Street and recommended improvements needed to facilitate proposed roadway improvements while not increasing the 100-year water surface elevations upstream of the roadway.
- Anticipated construction phasing that will allow for 45th Street to remain open during construction.
- A virtual public meeting to be conducted once a conceptual design has been agreed upon with the City of Shawnee.

**Additional tasks and design following the submittal of the Conceptual Engineering Report are to be added by possible future amendment.

ITEMS *EXCLUDED* FROM THE SCOPE OF WORK

- Construction design plans
- Fees for FEMA flood study models (included as a direct pass-through reimbursable expense)
- Legal descriptions or exhibits for required right-of-way and permanent or temporary easements
- Design of any public or private utility
- Construction or right-of-way staking
- Design of retaining walls, sheet piling, or any other structural design
- An environmental study or report of any kind
- Geotechnical investigations and pavement design

The City of Shawnee reserves the right to include the above items as a supplement to this proposal and CEC shall be paid for additional services through a separate agreement.

PROJECT SCHEDULE

Following receipt of our Notice to Proceed, it is expected that CEC personnel can begin working on the project within one week.

Notice to Proceed – March 2, 2021
Preliminary Engineering Report – May 28, 2021

ADDITIONAL SERVICES

If there should be a change in project scope that leads to additional work or additional services are requested by the City of Shawnee, we will negotiate a fee to provide the changes or additional services prior to commencing work.

PROPOSED PRELIMINARY ENGINEERING DESIGN FEE SUMMARY

TRAFFIC ANALYSIS	\$ 39,000.00
SURVEY SERVICES	\$ 89,000.00
CONCEPTUAL ENGINEERING REPORT	\$ 97,432.00

Subtotal Proposed Engineering Fee (Lump Sum) \$ **225,432.00**

Reimbursable Fees for FEMA Flood Study Models (direct pass-through) \$ **1,800.00**

TOTAL Proposed Engineering Fee \$ **227,232.00**

ADDITIONAL SERVICES	
• Easement Survey Exhibit - Unplatted (Unit Price per Parcel)	\$ 500.00
• Easement Survey Exhibit - Platted (Unit Price per Parcel)	\$ 250.00

We sincerely appreciate the opportunity to submit this engineering contract fee proposal. In lieu of subsequent contract documents, this document in its entirety, including the following Terms and Conditions page, shall govern as a contract between the signing parties. A returned signed copy of this proposal will be considered a 'notice-to-proceed' and will be a legally binding document. If the terms are agreeable, please sign and return a scanned copy/hard copy to Erica Jones via email (erica.jones@connectcec.com) or at the address listed on the cover page. If you have any questions or need additional information, please call me at 405.753.4613.

Submitted for approval by:



Doug Glenn, P.E.
Chief Operations Officer

Date: 02/10/2021

Accepted by:

By: _____

Print: _____

Date: _____

Title: _____

Address: _____

Phone: _____

Notes:

1. The fee shall be invoiced by CEC on a progressive basis either monthly or at the completion of each milestone submittal.
2. The fee presented is based on current hourly rates and is valid if contracted within 90 days from the date listed on the cover sheet.
3. CEC reserves the right to revisit the proposal scope and fee should the project be placed on hold for more than 90 days.

STANDARD TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES

These Standard Terms and Conditions, together with the attached proposal, make up the Agreement between the named Client and CEC Corporation (CEC). Before countersigning the Agreement or verbally authorizing work, be sure you read and understand its contents, which deal with the allocation of risks and duties between the Client and CEC.

1. Scope. The scope of work for the Engineering Services to be provided is specifically set forth in the attached proposal, submitted to Client by CEC. If Client requests a change in the scope of the Services to be provided, CEC reserves the right to revise delivery schedules and make an equitable adjustment to the price. Client acknowledges and agrees that CEC is providing the Services only and is not providing or participating in the provision of any product(s). CEC will not be obligated to provide any services which are (a) outside of the scope defined in the applicable documentation; (b) outside its area of expertise; or (c) in violation of any applicable laws, codes or regulations.

2. Standard of Care. CEC will perform the services limited to and in accordance with the skill and care ordinarily used by qualified professionals performing the same type of services at the same time under similar conditions in the same or similar locality. No other standards or warranties, expressed or implied apply. The Client will notify CEC in writing of any deficiencies in the services within 15 days of their discovery but not later than 120 days after substantial completion of the services. The Client will give CEC a reasonable opportunity to correct these deficiencies.

3. Client's Responsibilities. Client will provide permits, licenses, approvals and consents necessary for performance of the services, except those maintained by CEC for its ordinary conduct of business. Client will provide CEC with all reasonably available documents that are related to the services, including information related to hazardous materials or other environmental and geotechnical conditions at the site. Before CEC performs any subsurface activities, the Client will provide all available information concerning underground services, conduits, pipes, tanks, other facilities and obstructions at the site. CEC will rely on the documents and information provided by the Client. The Client grants CEC and its sub-consultant(s) permission to enter the site to perform the services. If the site is owned by others, the Client represents and warrants that the owner has granted permission for CEC to enter the site and perform the services. Client will provide CEC with written verification of site access permission upon request.

4. Payment. Client will compensate CEC for the services at its standard rates, and reimburse its expenses. CEC will submit periodic invoices that are due upon receipt, regardless of Client's receipt of payments from third parties. The Client will notify CEC in writing within 10 days of any disputed item on the invoice and pay all undisputed items within 30 days from invoice date. Overdue payments will accrue interest at the lower of 1½ percent per month or the maximum lawful rate. CEC may terminate its services upon 10 days written notice any time payment is overdue on any account with the Client. Client agrees to pay for all services through termination, plus termination and collection costs, including reasonable attorneys' fees and expenses. CEC reserves the right to withhold final reports, letters of compliance, or any other relevant document until all past due invoices have been paid. The attached price list shall be adjusted annually as of the date of execution for this agreement.

5. Limits on CEC Responsibility. CEC will not be responsible for the acts or omissions of any others, except for its employees and sub-consultant(s). CEC will not supervise, direct or have control over any contractor's work. CEC will not have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction, for work site health or safety precautions or programs, or for any failure of contractors to comply with contracts, plans, specifications or laws. Client acknowledges that CEC does not warrant or guarantee the approval or receipt of any governmental permits or approvals, or the time to obtain such permits or approvals.

6. Changed Conditions. The Client acknowledges that encountered conditions may differ considerably from those anticipated, that laws and regulations are subject to change, and that regulatory requirements may be unpredictable. CEC will notify the Client if additional services, costs or time become necessary due to any of these factors and the parties will negotiate appropriate changes to the scope of services, compensation and schedule. In the event of an emergency, CEC may take immediate steps to protect public safety, health and the environment, and will be equitably compensated for its work by the Client. CEC will not be responsible for delays, failures to perform or extra costs due to weather, labor disputes, intervention by or inability to get approvals from public authorities, acts or omissions by the Client, or any other causes beyond CEC's reasonable control. The Client will compensate CEC for any increase in its costs resulting from any of these factors.

7. Documents and Information. All documents, data, calculations and work papers prepared or furnished by CEC are instruments of service and will remain CEC's property. Designs, reports, data and other work product delivered to or on behalf of the Client are for Client's use only for the limited purposes disclosed to CEC and subject to Client paying for the services to provide said work product. Any delayed use, use at another site, use on another project, or use by a third party will be at the user's sole risk and Client agrees to indemnify CEC against any liabilities resulting there from. Any technology, methodology, or technical information learned or developed by CEC will remain its property.

8. Confidentiality and Subpoenas. Information about this Agreement and CEC's services and information provided by the Client about the services will be maintained in confidence and will not be disclosed to others without the Client's consent, except as CEC believes is necessary to perform its services, comply with professional standards to protect public safety, health and the environment, and to comply with laws and court orders. CEC will make reasonable efforts to notify the Client prior to any disclosure except as necessary to perform its services. Information available to the public and unprotected information acquired from third parties will not be considered confidential. The Client will reimburse CEC to respond to any subpoena or governmental inquiry or audit related to the services at CEC's standard rates then in effect.

9. Insurance. During the work, CEC will maintain workers' compensation, commercial general liability, automobile liability, and professional liability insurance in the following minimum amounts: Workers compensation statutory amount; General liability \$1,000,000 per occurrence, \$2,000,000 aggregate; Auto liability \$1,000,000 per accident; Professional liability \$5,000,000 aggregate. CEC will furnish certificates of insurance upon request. CEC will purchase project specific insurance at Client request if it is commercially available and Client pays the premium and the costs to obtain the additional coverage.

10. Limitation of Liability. To the fullest extent permitted by law and notwithstanding anything else in this Agreement to the contrary, the aggregate liability of CEC and its affiliates and sub-consultants and their employees, officers, and directors for all claims arising out of this Agreement or the services is limited to the compensation received by CEC under this agreement or \$25,000 whichever is greater. This limitation applies to all injuries, damages, claims, losses, expenses and defense costs, whether based in contract, negligence, strict liability, statutory, trespass, indemnity, misrepresentation or any other theory of liability. No claim will be valid if presented to CEC more than ten (10) years after substantial completion of the services or, if shorter, the applicable statute of limitations period. CEC will not be liable for lost profits, loss of use of property, diminution of value of property or goods, delays, cost to obtain replacement samples, or other special, indirect, incidental, consequential, punitive, exemplary or multiple damages. CEC shall not be liable in any event for any special or consequential damages suffered by the client arising out of the services hereunder. Special or consequential damages as used herein shall include, but not be limited to, loss of capital, loss of product, loss of use on any system, or other property, or any other indirect, special or consequential damage, whether arising in contract, tort (including negligence), warranty or strict liability.

11. Disputes. All disputes between the Client and CEC shall be subject to non-binding mediation. Either party may demand mediation by serving written notice stating the essential nature of the dispute, the amount of time or money claimed, and requiring the matter be mediated within forty-five days of service of notice. The mediation shall be administered by the American Arbitration Association in accordance with their most recent Construction Mediation Rules, or by such other person or organization as the parties may agree on. No action or suit may be commenced unless mediation has occurred but did not resolve the dispute, or unless a statute of limitation period would expire if suit were not filed prior to such forty-five days after service of notice.

12. Assignment. Client may not assign the Agreement between CEC and Client without the prior written consent of CEC.

13. Delivery/Force Majeure. CEC shall have no liability for delays or any other breach of its obligations resulting from an Act of God, war, riot, explosion, accident, act of government, work stoppage, default of subcontractor or supplier of materials, or any other cause beyond the reasonable control of CEC.

14. Other. This Agreement shall be governed by Oklahoma law. This Agreement becomes effective when fully executed by all parties and will remain in effect as defined by the requirements of the work. The above terms and conditions regarding Limitation of Liability and Indemnification shall survive the completion of the services under this Agreement and the termination of the contract for any cause. Any amendment to this Agreement must be in writing signed by all parties. This Agreement supersedes any contract terms, purchase orders or other documents issued by the Client. If these Terms and Conditions have been provided to you, CEC must receive this fully executed document or written authorization to commence services. The provisions of this Agreement are severable; if any provision is unenforceable, it shall be appropriately limited and given effect to the extent that it is enforceable. Headings in these Terms and Conditions are for convenience only and do not form a part of the agreement. Nothing in this Agreement shall be construed to give any rights or benefits to third parties.



APPENDIX



ARIZONA
TEXAS
NEW MEXICO
OKLAHOMA

February 9, 2021

Erica Jones, P.E.
Streets & Stormwater Team Coordinator
CEC Corporation
4555 W. Memorial Rd.
Oklahoma City, OK 73142

RE: Proposal for 45th Street Improvements from Leo Street to Bryan Street - Phase I, Shawnee, OK

Dear Ms. Jones:

Lee Engineering is pleased to submit this proposal to provide traffic engineering services related to Phase I of the 45th Street Improvements project from Leo Street to Bryan Street in Shawnee, OK. Phase I of this project will include a corridor study prepared by LEE for incorporation into the CLIENT'S Preliminary Engineering Report. This proposal is based on discussions with you and the City of Shawnee regarding the needs of this project. This letter will serve as an agreement between CEC Corporation (CLIENT) and Lee Engineering (LEE) to provide the services outlined in the scope of services below.

PROJECT UNDERSTANDING

It is our understanding that the City desires a corridor study within the project extents along 45th Street from Leo Street to Bryan Street (3-miles). The corridor study will provide a multimodal analysis which will determine how well this roadway serves the needs of all users; automobile drivers, bicycle riders and pedestrians. The corridor study will be incorporated into the CLIENT'S Preliminary Engineering Report and will provide detailed analysis, findings, and recommendations. In completing this work, we will follow the Scope of Services outlined below, in accordance with the methodologies set forth in the *Highway Capacity Manual, latest edition* as well as other applicable publications. In addition to the work outlined on 45th Street, LEE will also provide traffic data collection and signal warrant analysis for intersections in close proximity of the 45th Street corridor at the request of the City.

SCOPE OF SERVICES

Task 1 CORRIDOR STUDY

LEE will follow the work items below in preparing a corridor study within the project limits along 45th Street from Leo Street to Bryan Street, to be incorporated into the CLIENT'S Preliminary Engineering Report submittal.

- Obtain historical and background information for the corridor from the City including previous studies, traffic counts, land use, zoning maps, planned developments, new school site layout, etc.
- Conduct a field visit to the study area to document posted speed limits, existing intersection and lane configurations, existing traffic control, existing signing and pavement marking, and available sight distance at proposed traffic signal locations.
- Conduct school observations at Shawnee Middle School during arrival and dismissal times to document site circulation of pedestrians, bicycle riders, parent traffic and bus traffic.
- Perform a lighting analysis along the corridor during non-daylight hours to document presence of lighting and areas with deficient roadway and pedestrian light levels.
- Collect 24-hr tube counts along 45th Street at two (2) locations per mile segment (6 locations total). All tube counts will provide volumes, classification, and speed data.
- Collect 6 hours of peak period turning movement count data at the two signalized intersections listed below for the purpose of completing operational analysis and signal timing adjustments:
 1. 45th Street & Kickapoo Street
 2. 45th Street & Harrison Avenue
- Collect 13 hours of turning movement count data at the six unsignalized intersections listed below for the purpose of completing traffic signal warrant analysis and operational analysis:
 1. MacArthur Street & Leo Street
 2. 45th Street & Leo Street
 3. 45th Street & Hardesty Drive
 4. 45th Street & Union Avenue
 5. 45th Street & Hyatt Road
 6. 45th Street & Bryan Street
- Obtain available collision data within the project limits from the Oklahoma Department of Transportation's SAFE-T Collision Database for the last five (5) years.
- Perform collision analysis along the corridor to identify high conflict locations and develop mitigation strategies to improve vehicular, pedestrian, and bicycle safety.
- Project traffic volumes at the counted intersections listed above to a future 10-year condition by including future development trip generations and applying an appropriate growth factor to existing background traffic. Adjustments may be made to the existing and future traffic volumes to account for the impacts of COVID.
- Perform an operational analysis at the eight intersections listed above and link capacity analysis of the roadway segments to determine appropriate lane configurations along the corridor. Evaluation of the corridor typical section will be limited to a 3-lane and a 4-lane option.
- Perform signal warrant analysis at the six unsignalized intersections listed above to determine if a signal is warranted.
- Evaluate the need for pedestrian signal equipment or devices to facilitate crossings within the project limits at the intersections listed above and assist the CLIENT with recommendations for improved safety at the Railroad crossing.
- Report multi-modal levels of service for vehicles, pedestrians, and bicyclists under existing and future traffic conditions.

- Identify recommendations to improve traffic operations and safety along the corridor, including lane configurations, traffic control, pedestrian crossings, lighting, signage, pavement markings, and any needed speed calming measures.
- Develop conceptual level cost estimates for recommended improvements.
- Compile the data collected and present the results of the corridor study in letter format to the CLIENT for inclusion in the CLIENT's submittal of the Preliminary Engineering Report.
- Assist the CLIENT with providing virtual public meeting content and meet with the CLIENT and/or their representatives, as necessary, to discuss the corridor study.

ADDITIONAL SERVICES

Any additional services not directly outlined in the above tasks will only be performed after an amendment to this contract has been scoped, negotiated, signed, and approved by the City and CLIENT.

FEE AND SCHEDULE

LEE will complete the work outlined in the scope of services above in accordance with the fee and schedule listed below. Please note that it is desirable to perform data collection while area schools are in session in person.

Task Description	Schedule	Basis of Payment	Fee
Data Collection	30 calendar days after NTP (anticipated to count and observe prior to Spring Break)	Lump Sum	\$17,100
Traffic Analysis	30 calendar days after data collection	Lump Sum	\$14,200
Corridor Study Draft Report	15 calendar days after traffic analysis for draft	Lump Sum	\$5,600
Meetings	During Phase I	Lump Sum	\$2,100
TOTAL	75 calendar days		\$39,000

If you have any questions, please contact me at (405) 808-9424. We appreciate the opportunity to submit this proposal and look forward to working with you on this project.

Sincerely,

Esther Shaw-Smith
Digitally signed by Esther Shaw-Smith
 Date: 2021.02.09 15:25:42 -06'00'

Esther M. Shaw-Smith, PE, PTOE
 Sr. Project Manager

**LEE ENGINEERING
ENGINEERING CONTRACT FEE PROPOSAL**

Project Description:	45th Street Corridor Improvements		
Owner:	City of Shawnee		
Client:	CEC		Date: Revised
Prepared By:	EMS		February 9, 2021

Direct Salary Costs			
Labor Description	Labor Rate	Total Manhours	Total Cost
Principal	\$275.00	1	\$ 275.00
Senior Project Manager	\$220.00	12	\$ 2,640.00
Senior Engineer	\$160.00	47	\$ 7,520.00
Project Engineer	\$140.00	71	\$ 9,940.00
Engineering Designer	\$105.00	126	\$ 13,230.00
CAD Designer	\$95.00	56	\$ 5,320.00
Clerical/Admin	\$75.00	1	\$ 75.00
TOTAL DIRECT SALARY COSTS			\$ 39,000.00

TOTAL PROPOSED FEE	\$ 39,000.00
---------------------------	---------------------

45th Street Corridor Improvements from Leo Street to Bryan Street, Shawnee, OK
Leo Engineering - Fee Estimate
9-Feb-21

MANHOUR DISTRIBUTION

Task	Principal	Senior Project Manager	Senior Engineer	Project Engineer	Engineering Designer	CAD Designer	Clerical/ Admin	TOTAL HOURS	TASK COST
Phase I - Corridor Study									
Obtain background information		1	2	4				7	\$1,100.00
Field reconnaissance				8	8			16	\$1,960.00
School observations			4		4			8	\$1,060.00
Lighting analysis				2	2			4	\$490.00
24-hr tube counts with volume, speed, and class (6 locations)				6	6	12		24	\$2,610.00
6-hr peak period turning movement counts (2 locations)				2	4	8		14	\$1,460.00
13-hr turning movement counts (6 locations)				16	30	32		78	\$8,430.00
Collision analysis			2	2	8			12	\$1,440.00
Future traffic projections			4	2	4			10	\$1,340.00
Operational and capacity analysis (8 ints; 3 segments)		2	8	6	24			40	\$5,080.00
Signal warrant analysis (6 locations)		1	6	3	12			22	\$2,860.00
Multimodal analysis		1	8	8	8			25	\$3,460.00
Cost Estimates		1	1	4	4			10	\$1,360.00
Documentation with recommendations	1	2	8	4	12	4	1	32	\$4,270.00
Meetings		4	4	4				12	\$2,080.00
TOTAL HOURS	1	12	47	71	126	56	1	314	\$39,000.00

CEC INTERDIVISIONAL SURVEY PROPOSAL

GENERAL SCOPE OF SERVICES

LIMITS OF SURVEY:

Limits are defined in the attached aerial provided by the engineer.

In general, the limits are 75' North & South of the Centerline of 45th Street starting 100' West of the intersection of 45th Street & Leo Street extending East approximately 3 miles to 100' East of the intersection of 45th Street and Bryan Street. This includes additional limits on each cross street and cross drain as defined on the attached aerial.

SCOPE OF WORK:

- Horizontal & Vertical Control:
 - Set a minimum of four (4) control points for horizontal and vertical purposes in which 1 control point is derived from an OPUS solution of a GPS static session.
 - Establish benchmarks at no more than 400' intervals throughout the survey limits.
 - Run a differential level loop through all control points and benchmarks.
- Topographic Survey:
 - Topographical survey will include all of the following existing surface features: roads, curbs, drives, sidewalks, buildings, finished floor at thresholds, signs, fences, walls, decorative trees, flowerbeds, all visible drainage structures, and visible and/or marked utilities.
 - Utility companies servicing the project area will be contacted through "OKIE811" at least 72 hours prior to survey, excluding weekends / holidays. Private utilities that are not members of "OKIE811" will not be researched and locates will not be requested by CEC for these non-members.
 - Private utilities will not be located by OKIE811 service. If desired to be shown on the survey, the Owner shall mark all known private utility lines prior to the commencement of survey services. CEC will provide one (1) weeks' notice to allow the Owner to have private utility lines located. CEC also requests the Owner provide private utility atlas maps for depiction on the survey as "per atlas map".
 - CEC will contact members listed on the OKIE ticket, request utility atlas maps, and plot atlas maps as "per atlas map" if said maps are provided to CEC by the Utility Owner.
 - CEC is NOT responsible for unmarked or mismarked utilities
 - All utility information will be placed in the Civil 3d and/or AutoCAD drawing.
 - Storm sewer manholes, sanitary sewer manholes, water valves, and inverts will be measured for depth (to the connection outside of survey limits)
- Land Ties:
 - Research section 36 in T11N-R3E, sections 31 & 32 in T11N-R4E, section 1 in T10N-R3E, and sections 5 & 6 in T10N-R4E of the I.M. in order to accurately plot existing right-of-way, subdivision plats and property deeds.
 - Plot the right-of-way along the centerline of surveys throughout the survey limits.
 - Plot property deeds and subdivision plats for the properties adjoining the survey limits.
 - Have a Right of Way/Easement search conducted through an abstractor/title company and plot any documents received throughout the survey limits.

CEC INTERDIVISIONAL SURVEY PROPOSAL

EASEMENT SURVEY EXHIBIT PREPARATION

- Prepare legal descriptions and easement exhibits on an as needed basis.
 - Note: All easement boundaries will be provided in Civil 3D or AutoCAD Format referenced to the topographic survey completed by CEC.
 - Easement Exhibit Fee is based on a “per parcel” basis.

DELIVERABLES

- Submit a C3D CAD file containing all above described items with proper annotations, as well as the following:
 - Surface model with contours at a 1.0’ interval
 - Survey Control and Topographic Survey Certifications

Items *EXCLUDED from the Scope of Work*

- ALTA/NSPS Survey
- Property/Boundary Survey(s)
- Easement filing document preparation and/or coordination
- Plat of Survey
- Right-of-Way Acquisition
- FEMA Flood Plain Determination
- Flood Plain Management
- Elevation Certificate(s)
- Construction staking
- Coordination of locating private utility lines
- Underground/subsurface utility engineering (SUE) services
- Utility Potholing or 4-way sweep locating

PROJECT SCHEDULE

Following receipt of our Notice to Proceed, CEC Surveying and Mapping personnel will coordinate a submittal timeline with the appropriate CEC project manager. Based on current scheduling it is expected that work on the project can begin within three (3) weeks.

ADDITIONAL SERVICES

If there should be a change in project scope that leads to additional work or additional services are requested by CLIENT, we will negotiate a fee to provide the changes or additional services prior to commencing work.

NOTES

- Any services not included in the scope will be an additional charge utilizing the most current approved hourly rates.
- This survey will be placed on the NGS Oklahoma State Plane Coordinate System, NAD83 (2011) / NAVD88 (Geoid12B), South Zone – unless otherwise directed by the client.
- CEC Surveying and Mapping may use LiDAR technology to supplement conventional topographic survey methods when deemed appropriate and/or necessary.
- On occasion, the CEC survey schedule may be affected by inclement weather, equipment malfunction(s), and/or unforeseen events. If a submittal delay is expected, CEC Surveying and Mapping will contact the appropriate project manager and coordinate a new submittal timeline.

CEC INTERDIVISIONAL SURVEY PROPOSAL

REIMBURSABLE EXPENSES

The costs for project related reimbursable expenses listed below will be billed at direct cost and only with prior approval of CLIENT.

- Fees paid for securing jurisdiction approval or permitting services
- Reproduction expenses
- Mailing expenses

PROPOSED SURVEYING CONTRACT FEE SUMMARY

Survey Services

- | | |
|--|--------------|
| • Control, Topographic Survey, & Land Ties (Lump Sum) | \$ 89,000.00 |
| • Easement Survey Exhibit - Unplatted (Per Parcel Price) | \$ 500.00 |
| • Easement Survey Exhibit - Platted (Per Parcel Price) | \$ 250.00 |

TOTAL Survey Fee (Lump Sum without Easement Exhibit Preparation) \$ 89,000.00

COMPENSATION FOR SERVICES

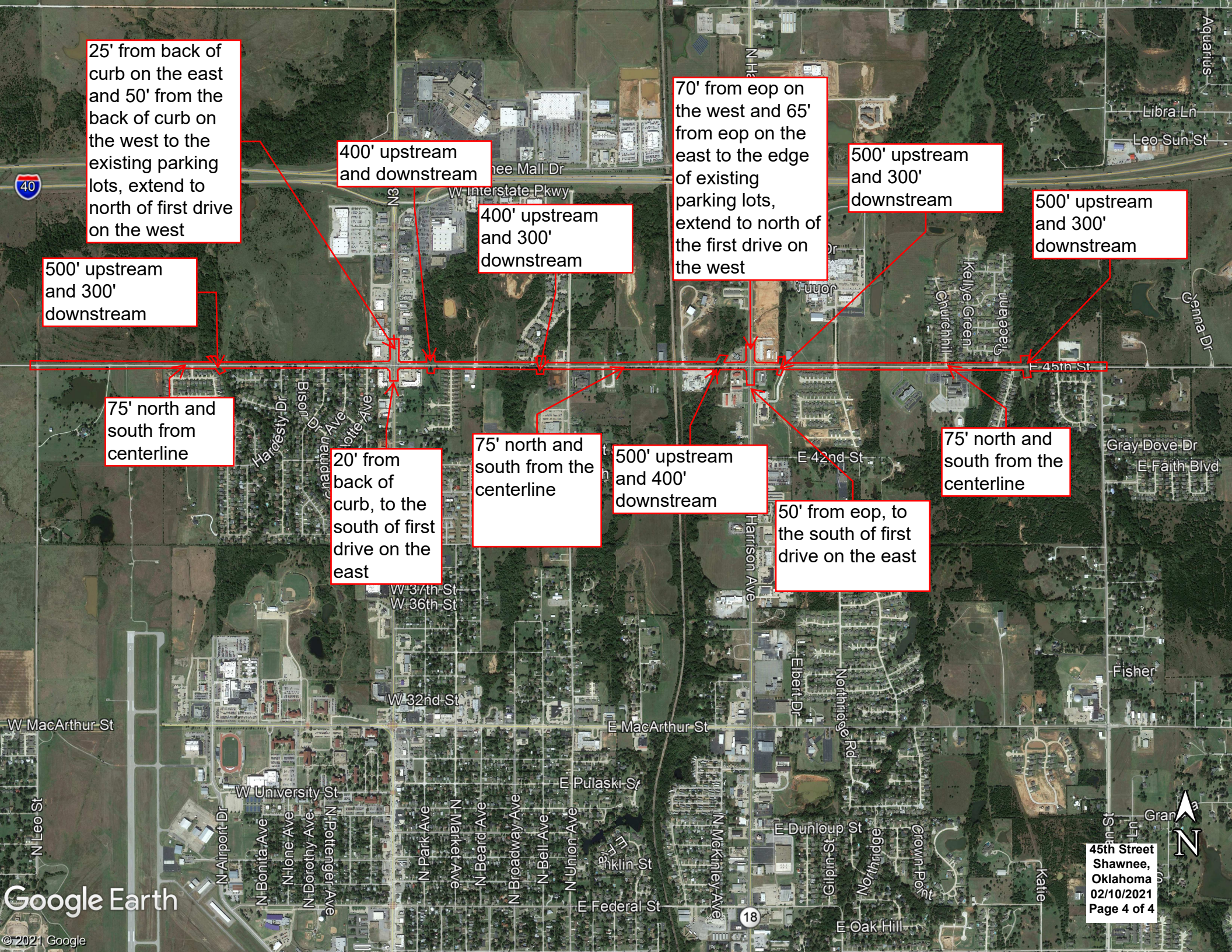
- The work provided in the proposed scope shall be performed on a lump sum basis with amounts not to be exceeded for each task.
- If this Agreement is terminated, CEC shall be paid for services performed to the effective date of termination.

Submitted for approval by:



Darren Smith, PLS

Date: 02-10-2021



25' from back of curb on the east and 50' from the back of curb on the west to the existing parking lots, extend to north of first drive on the west

500' upstream and 300' downstream

75' north and south from centerline

400' upstream and downstream

400' upstream and 300' downstream

20' from back of curb, to the south of first drive on the east

75' north and south from the centerline

70' from eop on the west and 65' from eop on the east to the edge of existing parking lots, extend to north of the first drive on the west

500' upstream and 300' downstream

500' upstream and 300' downstream

500' upstream and 400' downstream

50' from eop, to the south of first drive on the east

75' north and south from the centerline

Regular Board of Commissioners Amended

8.

Meeting Date: 03/01/2021

Parking

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration of a request for on-street parking on the proposed Red Bird Road.

Attachments

Memo

Staff Report



Office of Engineering
MEMORANDUM

DATE: Monday, February 15, 2021
TO: Honorable Mayor and Members of the City Commission
FROM: Seth Barkhimer, City Engineer
RE: Consideration of request for on-street parking on the proposed Red Bird Road

Cardinal Point Development has proposed on-street parking for two commercial lots on the proposed Red Bird Road. Red Bird Road is part of the Cardinal Point development on 45th street. Phase 1 of Cardinal Point includes 43 lots, two of which are commercial, and the remaining lots are residential.

This item was heard before traffic commission on January 26, 2021.

Staff's Recommendation to Traffic Commission:

Staff Recommends approval with the following conditions:

1. Red Bird Road shall have a speed limit not exceeding 25 MPH.
2. The 24 parking spaces shall be public parking spaces not reserved for specific businesses or residential units.
3. A Permanent Easement or public ROW shall be recorded to include the on-street parking area.
4. Cardinal Point Commercial Center Construction plans must be approved by City staff prior to construction.

Traffic Commission's Recommendation to City Commission:

Approval of the request, with the conditions outlined by staff.

Staff's Recommendation to City Commission:

Approval of the request, with the conditions outlined by staff.

City of Shawnee Engineering Department 222. N. Broadway Shawnee, OK 74801 (405) 878-1616 Fax: (405) 878-1587 www.ShawneeOK.org			TRAFFIC COMMISSION DATE: January 26th, 2021
APPLICANT: Landes Engineering on behalf of Cardinal Point Development, LLC 903 E. 35th Street (PO box 1032) Shawnee, OK 74802-1032 405.275-5388 slandes@landesengineering.net			
PROPERTY ADDRESS/LOCATION: Southeast Quarter of Section 31, Township 11 North, Range 4 East; Lots 1 & 43 of Cardinal Point Addition			
SUMMARY OF REQUEST: The applicant has proposed on-street parking for two commercial lots on the proposed Red Bird Road. Red bird road is part of the Cardinal Point development on 45th street. Phase I of Cardinal Point includes 43 lots, of which 2 lots are commercial and the remaining lots are residential.			
CURRENT ZONING: C-3	PROPOSED LAND USE: Mixed Use		PROPERTY SIZE: (2) 0.59 Acre tracts

STAFF REVIEW AND ANALYSIS

Staff's opinion is that all on-street parking should be reviewed and approved by traffic commission. In this case, the applicant is proposing on-street parking as a part of a larger development. The public street, Red Bird Road, is not yet constructed, and has not been accepted by the City of Shawnee but is currently in construction.

The applicant is proposing 24 on-street parking spaces, 12 on each side of the road, of which 4 are ADA spaces.

Staff Recommends approval with the following conditions:

1. Red Bird Road shall have a speed limit not exceeding 25 MPH.
2. The 24 parking spaces shall be public parking spaces not reserved for specific businesses or residential units.
3. A Permanent Easement shall be recorded to include the on-street parking area.
4. Cardinal Point Commercial Center Construction plans must be approved by City staff prior to construction.

APPROVE

APPROVE WITH CONDITIONS

DENY

ATTACHMENTS:
(CIRCLE)

SUBMITTED
PLANS

PUBLIC HEARING
PETITION/
APPLICATION FORM

LEGAL NOTICE

LEGAL DESCRIPTION

PUBLIC COMMENTS

AGENCY COMMENTS

RESPONSE TO STANDARDS

Attachments:

Exhibit 1: Cardinal Point Overall Layout

Exhibit 2: Cardinal Point Commercial Site Plan

Exhibit 1: Cardinal Point Overall Layout

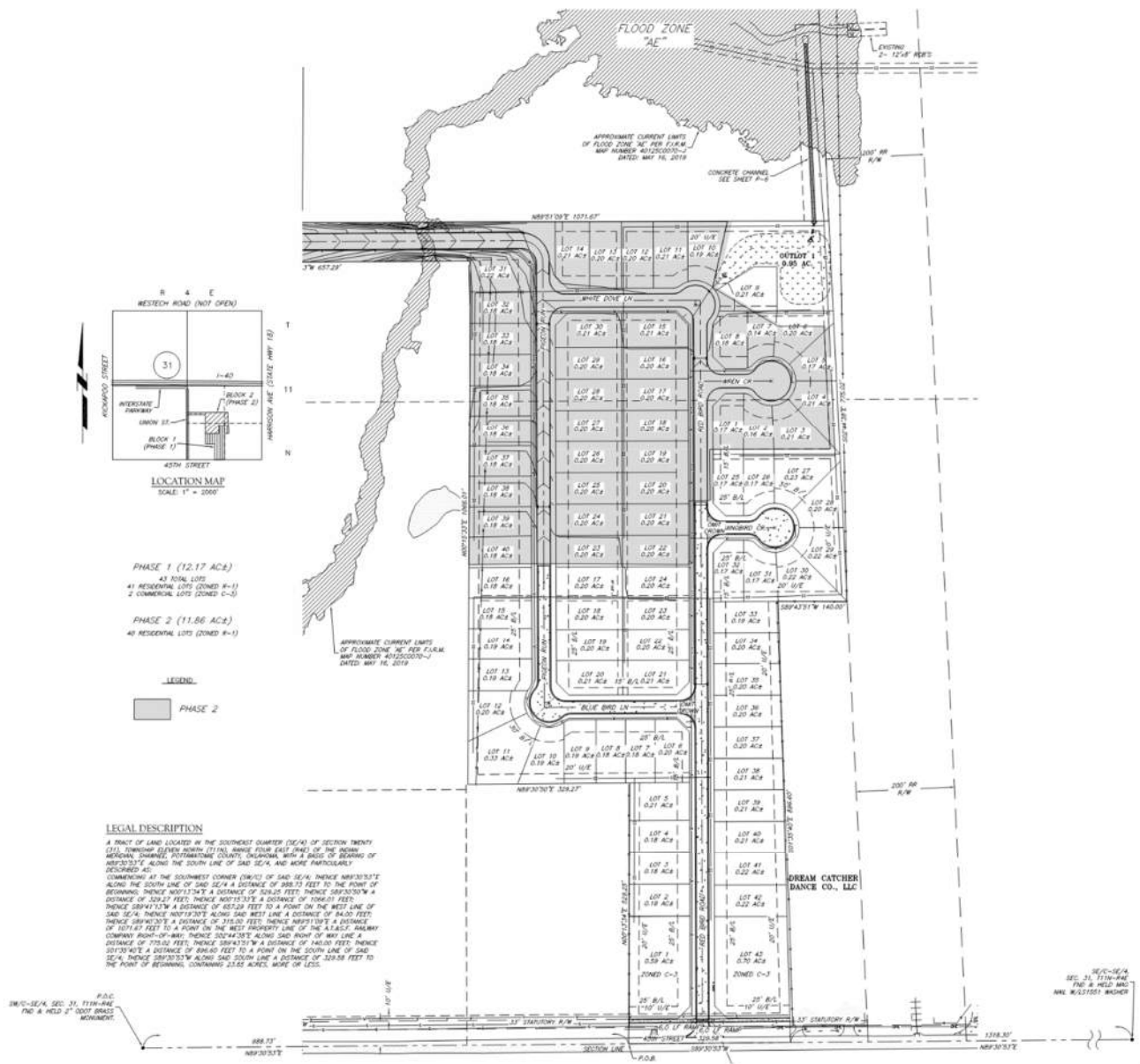
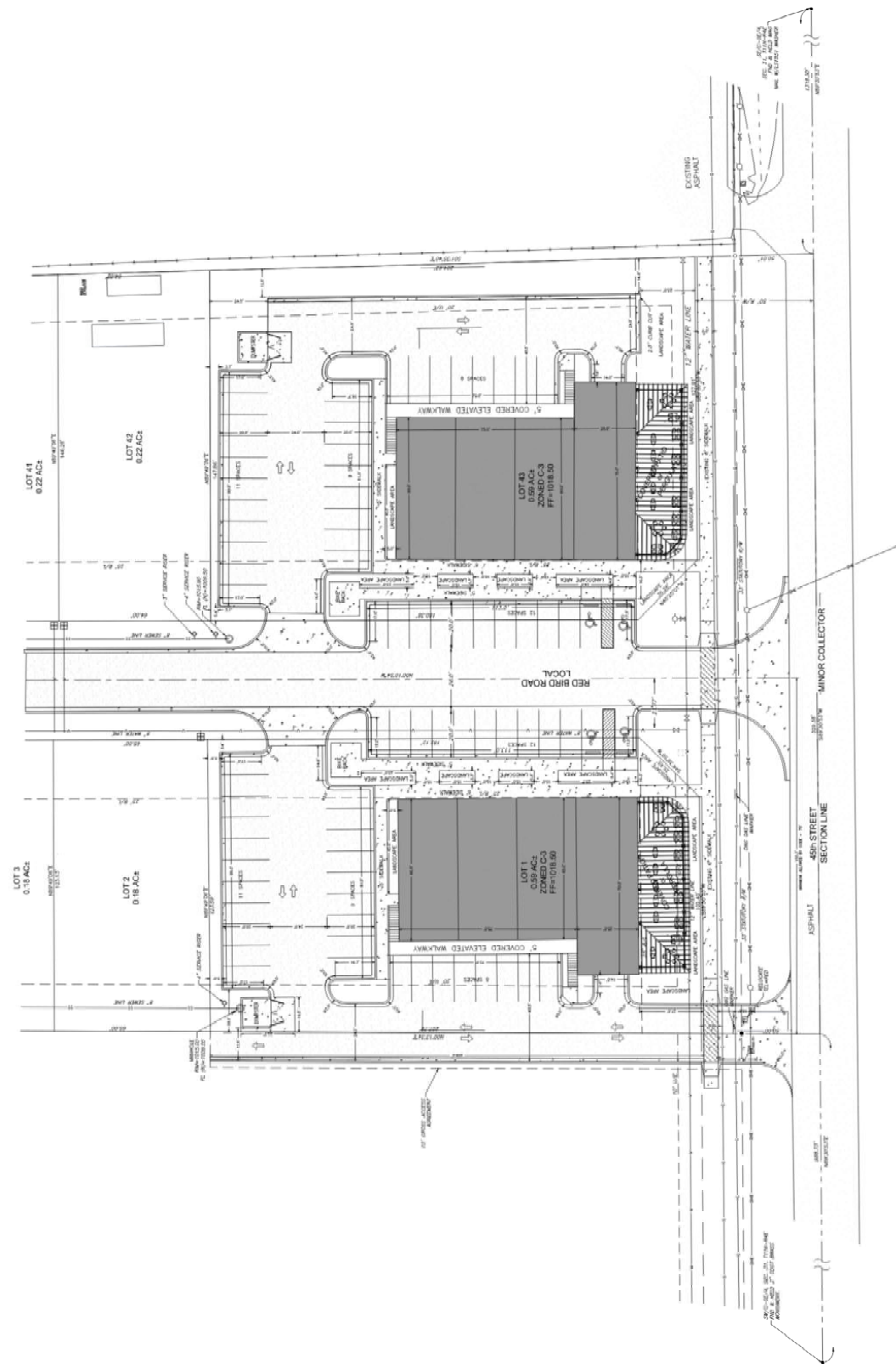


Exhibit 2: Cardinal Point Commercial Site Plan



Regular Board of Commissioners Amended

9.

Meeting Date: 03/01/2021

Improvements

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration of requirements of public improvements for the proposed Cedar Ridge Addition.

Attachments

Memo

Staff Report



Office of Engineering
MEMORANDUM

DATE: Monday, February 15, 2021
TO: Honorable Mayor and Members of the City Commission
FROM: Seth Barkhimer, City Engineer
RE: Consideration of requirements of public improvements for the proposed Cedar Ridge Addition

Cedar Ridge Development is proposing a 59-lot single-family residential subdivision on 39th Street East of Harrison Street. This project will sound familiar to you all. It has been before you in the last calendar year regarding amending the 2040 comprehensive plan and for a zoning change (A-1 to R-1). It is back before you to determine the City's requirements for public improvements regarding 39th street.

This item was heard before traffic commission on January 26, 2021.

Staff's Recommendation to Traffic Commission: Require widening of 39th street and bringing it up to City standard from Harrison to East of the eastern most proposed entry. Alternatively, staff would accept and follow a Traffic Impact Analysis Report outlining what the impact of the proposed development would be on 39th street. This report should recommend appropriate improvements to 39th street based on observed and projected traffic counts given the existing conditions.

Traffic Commission's Recommendation to City Commission: The developer shall be required to widen and improve 39th street to City standards in the area directly adjoining the subdivision. (Approximately 411' of the subdivision's frontage)

Staff's Recommendation to City Commission: Follow the Traffic Commission's recommendation.

City of Shawnee Engineering Department 222. N. Broadway Shawnee, OK 74801 (405) 878-1616 Fax: (405) 878-1587 www.ShawneeOK.org				TRAFFIC COMMISSION DATE: January 26 th , 2021 PLANNING COMMISSION DATE: February 3 rd , 2021 CITY COMMISSION DATE: February 15 th , 2021	
APPLICANT: Cedar Ridge Investments		P.O. Box 8, Ada, OK 74821 405-659-8448 mec@crosstel.net			
PROPERTY ADDRESS/LOCATION: Northwest Quarter of Section 5, Township 10 North, Range 4 East					
SUMMARY OF REQUEST: The Applicant has proposed a single-family residential subdivision on 39 th street, east of Harrison Street. The applicant comes before Traffic Commission to determine what public improvements will be required by the City for 39 th street as a part of their project.					
PREVIOUS ZONING: A-1 CURRENT ZONING: R-1	PROPOSED LAND USE: Single Family Res.			Number of Lots: 59	PROPERTY SIZE: 13.49 Acres

STAFF REVIEW AND ANALYSIS

In the public hearing, during the rezoning of this property, the surrounding neighbors were completely supportive of a single-family residential development; however, this property was initially allocated for multifamily in the City's 2040 Comprehensive Plan. The developer has completed the process to amend the City's Comprehensive Plan and rezone the property to R-1 (Single Family Residential). During that process, petitions were received from the surrounding property owners. These petitions supported the project as it is currently proposed; however, they mention concerns of increased traffic volume and the condition of 39th street. Likewise, in discussing this project at Planning and City Commission, 39th Street's current condition was brought up and discussed.

In reviewing the condition of 39th Street, staff looked at the 2019 Pavement Management Analysis Report. The report classifies this segment of 39th Street as a 23' wide non-curbed asphalt section in "Good" condition.

Given the current traffic load from Northridge Addition and the addition to that traffic load from the proposed Cedar Ridge subdivision, staff recommends widening 39th street and bringing it up to City standard from Harrison to East of the eastern most proposed entry.

Please note the following conditions:

- 1. Final Public improvement plans shall be approved by the City Engineer prior to construction.**

Alternatively, staff would accept and follow a Traffic Impact Analysis Report outlining what the impact of the proposed development would be on 39th street. This report should recommend appropriate improvements to 39th street based on observed and projected traffic counts given the existing conditions.

Please note the following conditions:

- 1. Traffic Impact Analysis Report should be completed by a qualified Traffic Engineer capable of collecting, projecting and interpreting traffic count data.**

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

Attachments:

Exhibit 1: Cedar Ridge Addition Preliminary Plat

Exhibit 2: Street Images

Exhibit 3: Signed Petitions

Page 1 of 1

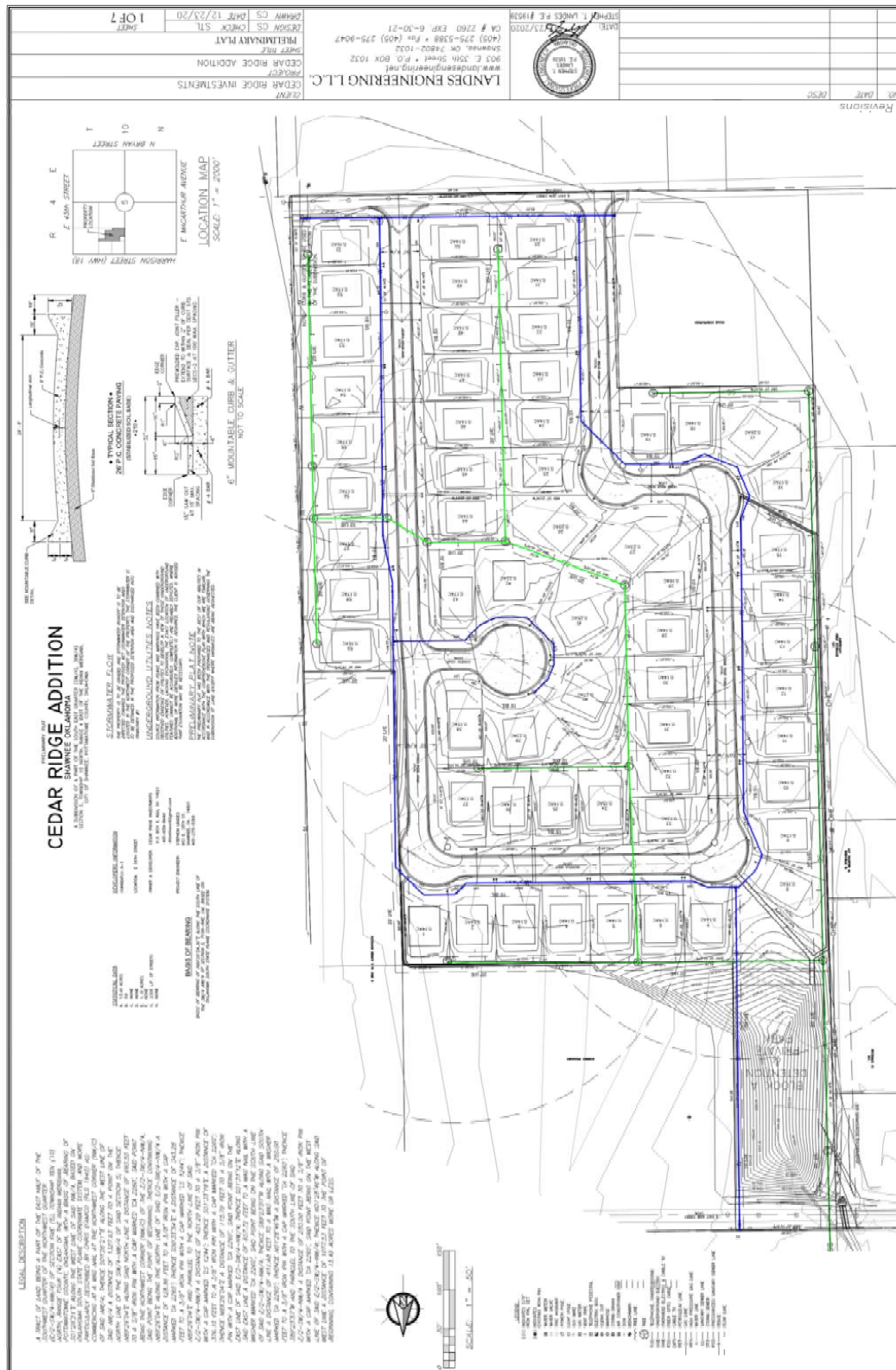


Exhibit 2: Street Images

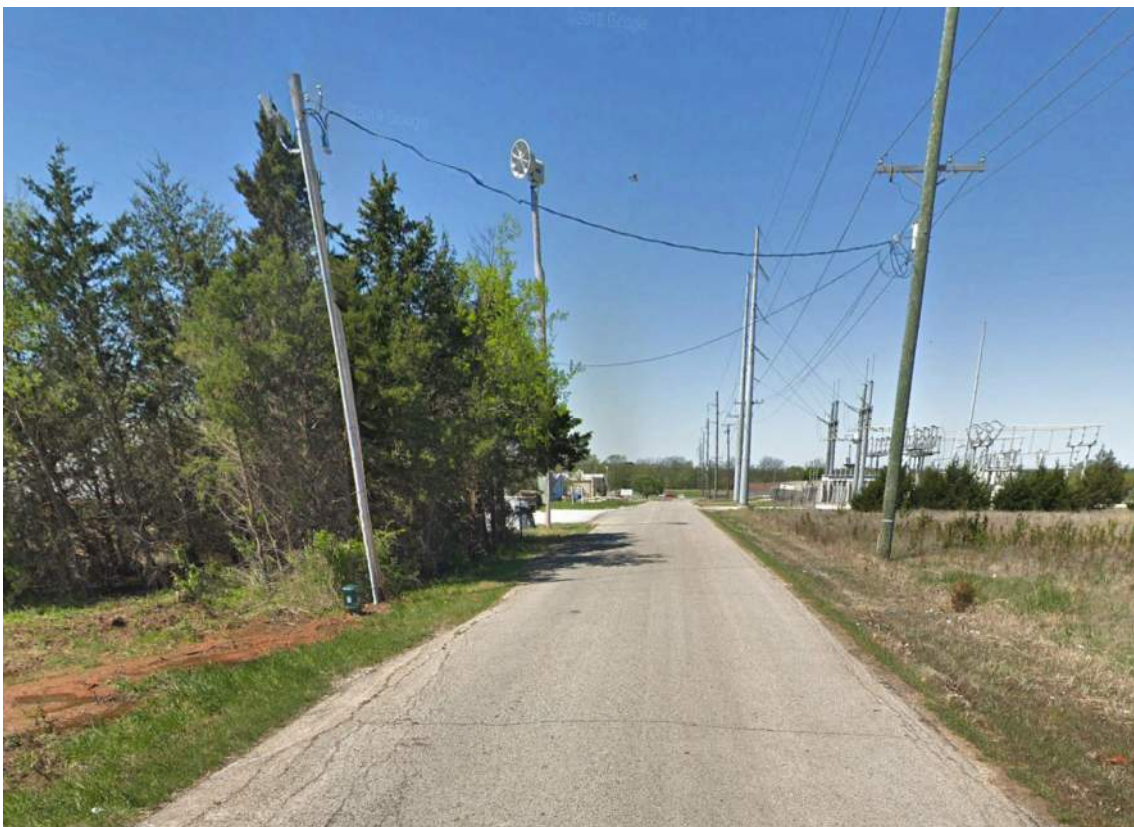
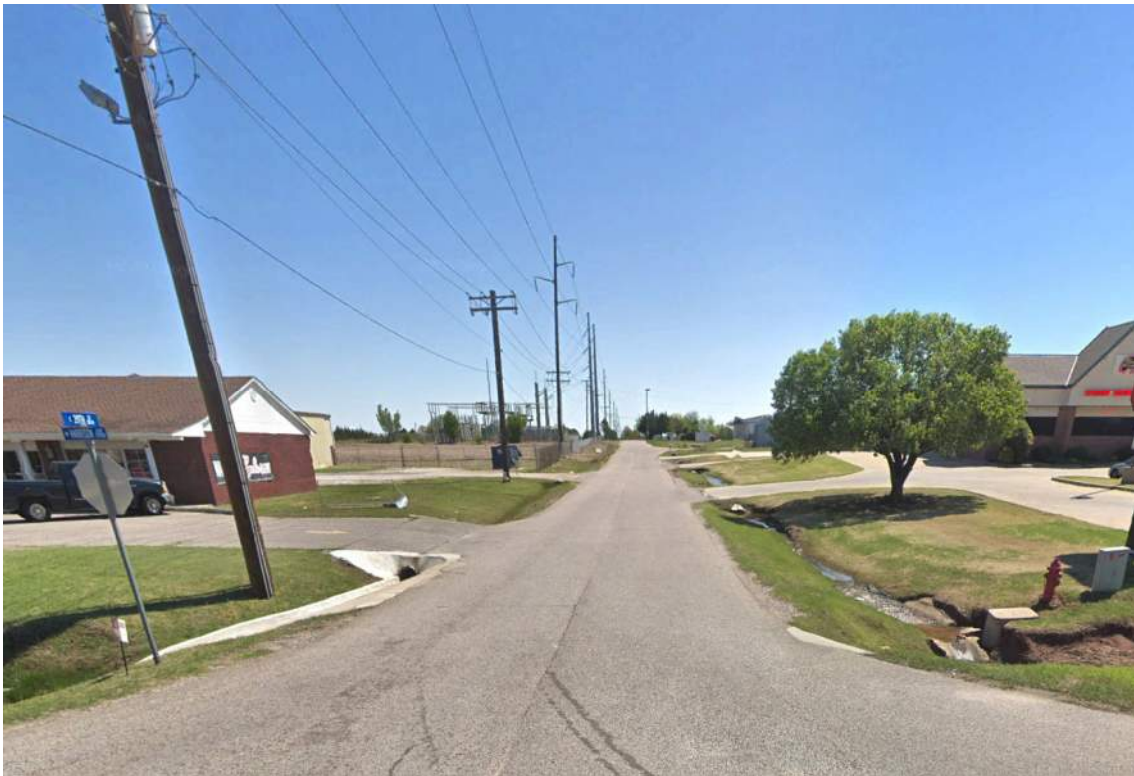


Exhibit 3: Signed Petitions

copy 1

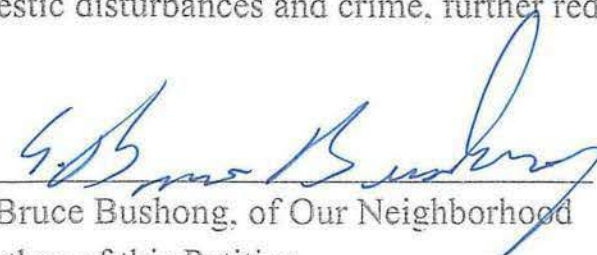
Petition in Support of Zoning Change to R-1 Only

WE THE UNDERSIGNED, being Citizens, Home Owners, and Taxpayers of the City of Shaw wish to be heard on the zoning and then subsequent use of the property that is the subject of a rezoning hearing on August 5th, 2020 at 1:30 involving the property located on the NW corner of North Road and 39th Street (the Property).

WE THE UNDERSIGNED hereby attest that we reside within one mile of the Property most of our homes are lower in elevation than the Property.

WE WISH TO BE HEARD on the following topics including but not limited to:

1. Zoning Designation - If any zoning change is granted that it be changed only to an R-1 designation for single family housing only, such as what is represented in attachment "A" (the Plat Map)
2. Drainage - Any other zoning designation than R-1 will reduce the natural grass land needed to absorb rain, pushing it into Northridge VII (Our Neighborhood). The retention pond (The Pond) in Our Neighborhood is privately owned by Northridge VII Pond Operators, LLC (The LLC). The members of The LLC, whose properties touch The Pond, believe that any extra water could overflow The Pond resulting in flooding in Our Neighborhood and jeopardizing the integrity of the dam all of which will drastically reduce the property values of the members. The Plat Map shows drainage going away from Our Neighborhood into its own retention pond.
3. Traffic - Any designation other than R-1 will substantially increase traffic on the road that is already in disrepair. This road doubles as an entrance into Our Neighborhood.
4. Population density - An R-1 designation would be populated with homeowners. Any other designation would bring in non-homeowners and increased density leading to more domestic disturbances and crime, further reducing property values in Our Neighborhood.


E. Bruce Bushong, of Our Neighborhood
Author of this Petition

Date 7-30-2020

405-605-9788

In Support of R-1 Petition

Kevin Nichols

Herb Moring

Kasie Nichols

Lorena Keely

Amanda Ramsey

Chris/Cathy

Larry Bushong

Luis Maldonado

Pat Lake

Lourena Britt

OPPOSITION TO PROPOSED PUD RESIDENTIAL ZONING

Neighborhood of Single Family Dwellings

The area bordering and across the road from this property are single family residential homes located on 3 to 6 acre lots. The Northridge VII addition is located less than 50 feet southeast of this property. All of the Northridge VII addition is comprised of single family homes and the lot sizes are approximately 0.25-0.5 acre.

Stormwater Runoff

Stormwater runoff is a major concern with rezoning this property. Hard surfaces (concrete, concrete driveways, roofs, etc.) do not absorb water; however, grassy surfaces such as lawns or pastures absorb a tremendous amount. Actually the absorption rate is near 50% of the water. This particular piece of property is located on a sloping hillside that slopes to the east and north. Therefore, homeowners to the east (including Northridge VII) and north on 42nd street will be impacted. Currently this track of land is covered with thick heavy grass similar to a hay meadow. Removing the grass and replacing it with concrete/blacktop and roofs will flood areas both north and east.

Comparing this property to similar properties in this area, Northridge VII addition has approximately 30% hard surface area and approximately 70% grass/lawn/waterway. Additionally, Northridge VII has a 2.8 acre flood control lake which is privately owned by a group of concerned homeowners. This piece of property developed under the multifamily concept would most probably reverse these numbers and be very close to 70% hard surface and 30% grassy area. Thus ensuring there will be stormwater runoff problems.

Safety Concerns

It is obvious that 39th Street was not built to handle the increased traffic load. One area of primary concern is the junction of E. 39th Street and Northridge Road. It appears this junction provides a back entrance into Northridge VII. The east end of E. 39th becomes a private driveway at this junction. There is a stop sign on Northridge Road at the junction; however, many cars do not observe it due to limited through traffic on the private drive. Both roads have been cut and patched for utility crossings, and there is a 2 ft. difference in elevation between the two roads. This intersection is struggling with existing traffic; it surely doesn't need a major increase.

A large OG&E transmission substation is located at the southwest corner of this property. This is a real danger to small children, adolescents, and young adults. Young curious minds are not always detoured by a fence. Once inside this fence, major injury or death is only inches away.

Lawrence Apple 7/31/2020
1049 E 39th St.

In Support of R-1 Petition

Barbara Epple
1049 E. 39th

Blanche Brody
1304 Berkshire Pl.
Shawnee OK.

Jean Wellin
1404 Berkshire Pl
Shawnee, OK 74804

Joni Hauzer
1406 Berkshire Pl.
Shawnee, OK 74804

Denise Floyd
1500 Berkshire
Shawnee, OK 74804

Stephen Breuer
1506 Berkshire
Shawnee, OK 74804

Coeta Lyn Baxter
3006 Kensington Pl.
Shawnee, OK 74804

Russell Haddad
3002 Kensington Pl

Martha Cannon
1401 Manchester Dr
Shawnee OK 74804

Beatrice N. Smith
3007 CROWN PT
Shawnee, OK 74804

Wei' Zhao
1307 Camelot Ct
Shawnee OK 74804

Kourtney King
Lane King 1301 camelot Ct

Ben & Erin Alfred
1301 Manchester Dr.
Shawnee, OK 74804

In Support of R-1 Petition

Erin Allred

1301 Manchester Dr.
Shawnee, OK 74804

Barbara Ollis

1305 Manchester Dr
Shawnee OK 74804

Joan Eldrich

1307 Manchester Dr.
Shawnee, OK 74804

Billy Manning

1213 Cambridge Dr
SHAWNEE OK 74804

Barbara Manning

1213 Cambridge Drive
Shawnee OK 74804

Brandi Strayhorn

1211 Cambridge Dr
Shawnee, OK 74804

Pam Finley

1209 Cambridge Dr.
Shawnee, OK 74804

Patricia Cunningham

1207 Cambridge
Shawnee, OK 74804

Bobbie Rider

1205 Cambridge Dr
Shawnee, OK 74804

Megan Boswood

1203 Cambridge Dr
Shawnee OK 74804

Linda E. Brown

1301 Cambridge Dr
Shawnee, OK 74804

Paul E Brown

1301 Cambridge Dr
Shawnee OK
74804

Oz Mitchell

1305 Cambridge
Shawnee, OK 74804

Cari Combs

1307 Cambridge Dr,
Shawnee, OK 74804

In Support of R-1 Petition

Jonathan Callis

James
1311 Cambridge Dr, Shavree

Suzan Dick & Gary Dick
1309 Nottingham Circle

Karen Phillips
1307 Nottingham Circle

In Support of R-1 Petition

Travis Minix

1303 Berkshire
Place Shawnee OK.

Dano Hammer
1401 Berkshire Pl.
Shawnee, OK 74802

KEVIN ROBISON
1501 BERKSHIRE PL.
SHAWNEE, OK. 74804

Phyllis Flora
1407 Manchester
Shawnee, OK 74804

Chester W. Atkins
1302 Camelot Ct. SO.

Jason Shubert

1306 Manchester
Shawnee, OK 74804

LAWRENCE FAPLE
1049 E. 39TH
SHAWNEE OK

Jamie Burlow-Zuel
1407 Berkshire Pl

Shawnee, Okla 74804

Mark + Sheila Worland
1507 Berkshire Pl.
Shawnee, OK. 74804

Rose Chesel
1306 Camelot Ct.
Shawnee, Okla. 74804

Jeannette Smith
1305 Berkshire Pl.
Shawnee, OK 74804

Brenda Simpson
1308 Manchester Dr.
Shawnee, OK
74804

In Support of R-1 Petition

1319 Manchester Dr



(Bob Fredericks)

1214 Cambridge Dr.


Kamron Soremi

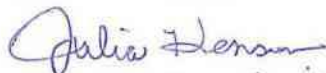
1309 Manchester Drive


Megan Fredericks

1214 Cambridge Dr.


Averile Soremi


Rodney Dine


Julia Henson

1210 Cambridge Dr

Shawnee OK 74804

1212 Cambridge Dr

SHAWNEE, OK

74804

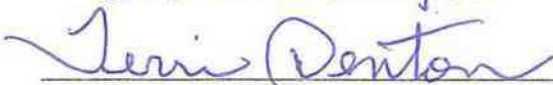

Johnny Henson

1210 Cambridge Dr.

Shawnee OK 74804

Steve Denton

1208 Cambridge Dr


Terri Denton

Bob and Brenda Rossow

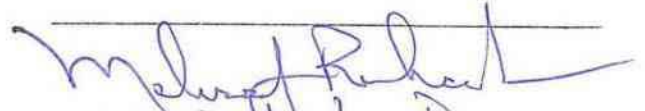
1202 Cambridge Dr.

Shawnee, OK 74804

Nuel & Susan Stevens

1204 Cambridge Dr.

Shawnee, OK 74804


Myrlene Riche

1310 Cambridge Dr

Shawnee OK 74804


Tony Mc Mary

1310 Nottingham Circle

Shawnee, OK


Jan Fied

1306 Nottingham Circle

In Support of R-1 Petition

Dale & Dana Myers
1302 Nottingham Circle

Eddie Morrow
Debbie

1300 Nottingham Circle

Arsid Pen x hi

1301 Berkshire Place

Korbin Williams

1113 E. 42nd St.

Regular Board of Commissioners Amended

10.

Meeting Date: 03/01/2021

PL05-21

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Case No. PL05-21 – Consideration and approval of a Preliminary Plat for Cedar Ridge Addition, a 13.49-acre tract located approximately 1,100 feet east of Harrison Avenue located on the north side of East 39th Street. Applicant: David Ray.

Attachments

Staff Report

RECOMMENDATION TO:

MAYOR
BOARD OF CITY COMMISSIONERS
CITY OF SHAWNEE

RECOMMENDATION FROM:

CITY OF SHAWNEE
PLANNING COMMISSION

SUBJECT:

APPLICANT: David Ray

FOR: Case #PL05-21: Preliminary Plat for Cedar Ridge Addition

LOCATION: ±13.49-acre tract located approximately 1100' east of Harrison Avenue located on the north side of E. 39th Street

LEGAL DESCRIPTION:

A PART OF SECTION 5, TOWNSHIP 10 NORTH, RANGE 4 EAST OF THE INDIAN MERIDIAN, CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA.

CURRENT CLASSIFICATION: R-1 (Single Family Residential)

PROPOSED PROPERTY USE: Single-Family Residential Housing

PLANNING COMMISSION RECOMMENDATION: February 3rd, 2021

REQUEST APPROVED: ☐

REQUEST DENIED: ☐

OTHER RECOMMENDATION: **X -Approval with Conditions (see 15 conditions below)**

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

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

15. Verify acreage. Two lots are displayed for the subdivision, 13.37 & 0.98 acres; however, the acreage total on the plat is 13.49 acres.

VOTE OF THE PLANNING COMMISSION: MEMBERS PRESENT 5

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

RESPECTFULLY SUBMITTED,

Rebecca Blaine
PLANNING DIRECTOR

ACTION BY CITY COMMISSION:

PUBLIC HEARING SET: _____

DATE OF ACTION: _____

ADOPTED _____ DENIED _____

ORDINANCE NO. _____

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

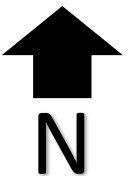


CASE # PL05-21
TRAFFIC COMMISSION:
January 26th, 2021
PLANNING COMMISSION:
February 3rd, 2021
CITY COMMISSION DATE:
February 15th, 2021

APPLICANT:
David Ray

PROPERTY ADDRESS/LOCATION:

Cedar Ridge Addition
13.49-acre tract approximately 1100' feet east of Harrison Avenue on E. 39th Street



EXISTING ZONING:
R-1 (Single Family Residential)

EXISTING LAND USE:
Raw land

SURROUNDING ZONING & LAND USE:
A-1 (Rural Agricultural)
R-1 (Single Family Residential)
C-3 (Highway Commercial)
I-3 (Heavy Industrial)

LOTS:
2

PROPERTY SIZE:
13.49 acres

STAFF RECOMMENDATION

This parcel originally came to Planning Commission on August 5th, 2020 as a request to rezone to a PUD (Planned Unit Development) to propose a single family development with lot sizes smaller than the minimum dimensions (60' x 100') and square footage (6,000 sq. ft.) that R-1 (Single Family Residential) allows. It went on to City Commission on August 17th, 2020 with a recommendation for denial and was denied. Substantial public input from surrounding property owners highlighted concerns with the road being able to handle the additional traffic that any development would add to the roadway. Surrounding property owners stated they would be in support of a request to rezone to R-1 (Single Family Residential). Discussion was had about creating an application and a process to apply for amendments to the Comprehensive Plan. Staff and legal provided an application and process which was presented to and passed by City Commission on October 5th, 2020. Staff recommended at that time to prevent from losing multifamily designated areas, 13-15 acres in another portion of city limits should be amended

within the Comprehensive Plan to keep from losing designated acreage. Cedar Ridge Addition came before Planning Commission on December 2nd, 2020 as an application to amend the 2040 Comprehensive Plan's Future Land Use Map (FLUM). It then went before City Commission on December 7th, 2020 for unanimous approval to amend the tract from high density residential to low density residential (R-1) with the reallocation of 13-15 acres of existing low density residential to high density residential.

This development also went to Traffic Commission on January 26th, 2021 to discuss potential roadway improvements that may be necessary after increased traffic volume from the new addition is added to E. 39th Street. The Traffic Commission recommended the developer improve E. 39th Street along the approximate 411' of frontage Cedar Ridge Addition will have. At the present time, there is no plan to enhance E. 39th Street in the list of projects for all or a portion of 39th Street. Approximately 700' of roadway will be left unimproved from Harrison to the western corner of the plat if Traffic Commission's recommendation is followed.

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

1. Signed agreement of 25' off-site drainage easement for northwest corner of proposed plat.
2. Zoning under Developer's Information shall be updated from 'A-1' to 'R-1 (Single Family Residential)'.
3. 13 of 59 lots do not meet minimum dimensional R-1 standards, all lots will need to meet minimum R-1 dimensional standards.
4. Revisions and dates need to be added.
5. Preliminary Plat Note indicates 'variances being requested'. The City has received no applications for said variances. Strike language or file application with City.
6. Lots need to be divided out into appropriate blocks, labeled and renumbered. (Sub Reg 40.2.5)
7. Rectangles on lots should be removed.
8. Ensure lot frontages are legible and applied to each lot.
9. No more than 300' separation of fire hydrants for fire protection (Sub Reg 40.2.9)
10. Sidewalks meeting ADA minimum standards shall be noted on the plat for the 411' frontage on E. 39th Street
11. Topography shall be removed from the Final Plat.
12. Block numbers shall be circled, lot numbers should be discernable from other dimensions and characters.
13. "Private Park" in Detention Area should be renamed "Common Area"
14. Show and calculate the drainage areas for each flume (location and size the flume accordingly).
15. Verify acreage. Two lots are displayed for the subdivision, 13.37 & 0.98 acres; however, the acreage total on the plat is 13.49 acres.

APPROVE

APPROVE WITH CONDITIONS

DENY

**ATTACHMENTS:
(CIRCLE)**

SUBMITTED PLANS

**PUBLIC HEARING
PETITION/
APPLICATION FORM**

LEGAL NOTICE

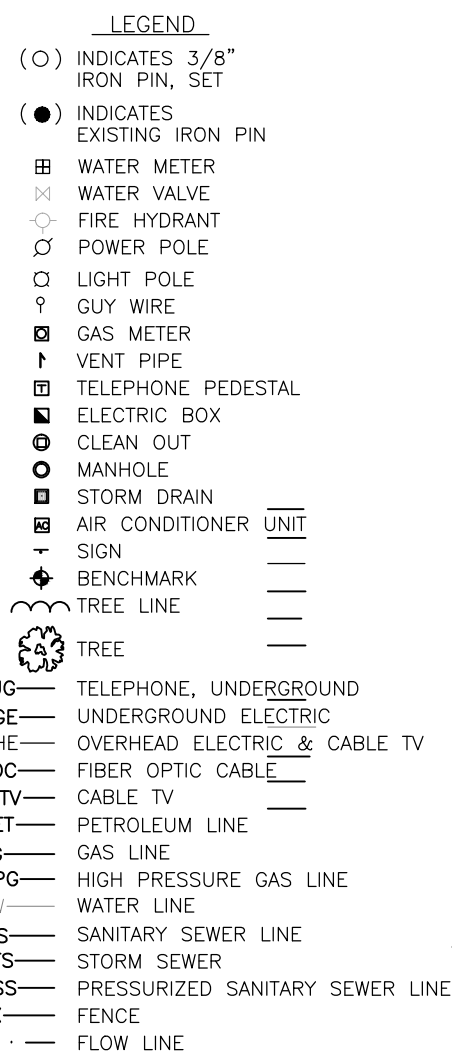
LEGAL DESCRIPTION

PUBLIC COMMENTS

AGENCY COMMENTS

RESPONSE TO STANDARDS

TRACT OF LAND BEING A PART OF THE EAST HALF OF THE
SOUTHWEST QUARTER OF THE NORTHWEST QUARTER
(E/2-SW/4-NW/4) OF SECTION FIVE (5), TOWNSHIP TEN (10)
NORTH, RANGE FOUR (4) EAST OF THE INDIAN MERIDIAN,
POTTAWATOMIE COUNTY, OKLAHOMA, WITH A BASIS OF BEARING OF
S01°26'21"E ALONG THE WEST LINE OF SAID NW/4, BASED ON
THE SOUTHWEST QUARTER AND QUADRATE PLAT, AND MORE
PARTICULARLY DESCRIBED BY CHRIS D'AMICO (PL 1945) AS:
COMMENCING AT A MAG NAIL AT THE NORTHWEST CORNER (NW/C)
OF SAID NW/4; THENCE S01°26'21"E ALONG THE WEST LINE OF
SAID NW/4 A DISTANCE OF 1327.93 FEET TO A POINT ON THE
NORTH LINE OF THE SW/4-NW/4 OF SAID SECTION 5; THENCE
N89°26'04"E ALONG SAID NORTH LINE A DISTANCE OF 660.55 FEET
TO A 3/8" IRON PIN WITH A CAP MARKED "CA 2260"; SAID POINT
BEING THE NORTHWEST CORNER (NW/C) OF THE E/2-SW/4-NW/4,
SAID POINT BEING THE POINT OF BEGINNING; THENCE CONTINUING
N89°26'04"E ALONG THE NORTH LINE OF SAID E/2-SW/4-NW/4 A
DISTANCE OF 128.96 FEET TO A 3/8" IRON PIN WITH A CAP
MARKED "CA 2260"; THENCE S00°33'54"E A DISTANCE OF 343.28
FEET TO A 3/8" IRON PIN WITH A CAP MARKED "LS 1244"; THENCE
N89°26'04"E AND PARALLEL TO THE NORTH LINE OF SAID
E/2-SW/4-NW/4 A DISTANCE OF 421.29 FEET TO A 3/8" IRON PIN
WITH A CAP MARKED "LS 1244"; THENCE S01°33'18"E A DISTANCE OF
376.10 FEET TO A 3/8" IRON PIN WITH A CAP MARKED "CA 2260";
THENCE N89°26'04"E A DISTANCE OF 115.79 FEET TO A 3/8" IRON
PIN WITH A CAP MARKED "CA 2260"; SAID POINT BEING ON THE
EAST LINE OF SAID E/2-SW/4-NW/4; THENCE S01°31'12"E ALONG
SAID EAST LINE A DISTANCE OF 607.72 FEET TO A MAG NAIL WITH A
WASHER MARKED "CA 2260"; SAID POINT BEING ON THE SOUTH LINE
OF SAID E/2-SW/4-NW/4; THENCE S89°23'57"W ALONG SAID SOUTH
LINE A DISTANCE OF 41.48 FEET TO A MAG NAIL WITH A WASHER
MARKED "CA 2260"; THENCE N01°28'46"W A DISTANCE OF 250.00
FEET TO A 3/8" IRON PIN WITH A CAP MARKED "CA 2260"; THENCE
S89°23'57"W AND PARALLEL TO THE SOUTH LINE OF SAID
E/2-SW/4-NW/4 A DISTANCE OF 250.00 FEET TO A 3/8" IRON PIN
WITH A CAP MARKED "CA 2260"; SAID POINT BEING ON THE WEST
LINE OF SAID E/2-SW/4-NW/4; THENCE N01°28'46"W ALONG SAID
WEST LINE A DISTANCE OF 1077.53 FEET TO THE POINT OF
BEGINNING, CONTAINING 13.49 ACRES MORE OR LESS.



A SUBDIVISION OF A PART OF THE SOUTH EAST QUARTER (SW/4), (NW/4)
SECTION 5, TOWNSHIP 10 NORTH, RANGE 4 EAST OF THE INDIAN MERIDIAN,
CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA

LOCATION: E 39TH STREET

OWNER & DEVELOPER: CEDAR RIDGE INVESTMENTS
P.O. BOX 8, ADA, OK 74821
405-659-8448
dltomlinson62gmail.com

PROJECT ENGINEER: STEPHEN LANDES
903 E. 35TH ST.
SHAWNEE, OK. 74801
405-275-5388

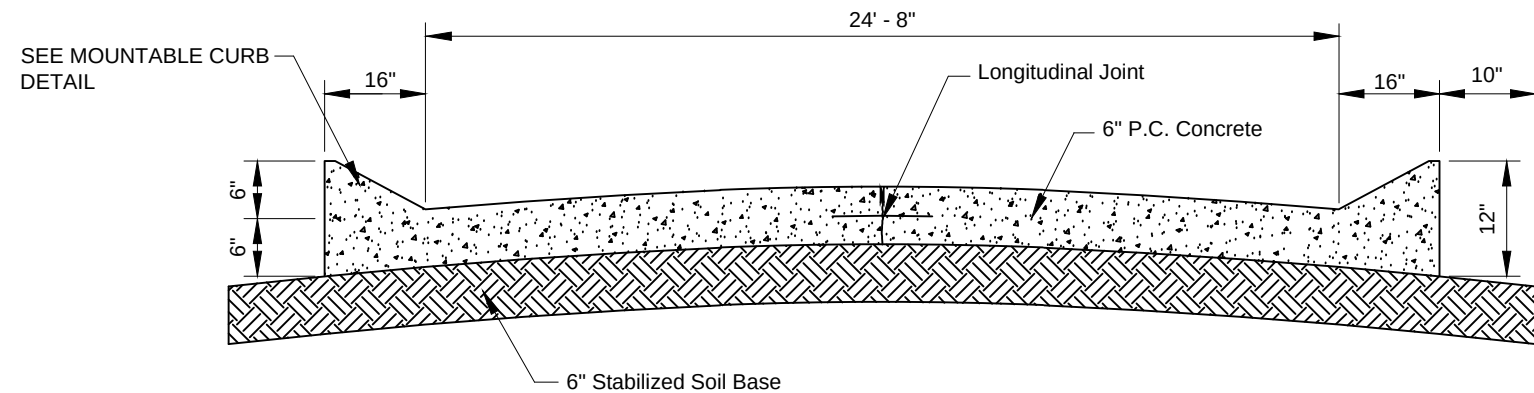
A. 13.49 ACRES
B. 59
C. NONE
D. NONE
E. 1.18 ACRES
F. NONE
G. 2305 L.F. OF STREETS
H. NONE

BASIS OF BEARING OF N89°26'04.36"E ALONG THE SOUTH LINE OF
THE SW/4 NW/4 OF SECTION 5, T10N-R4E, 1.M. BASED ON
OKLAHOMA SOUTH STATE PLANE COORDINATE SYSTEM.

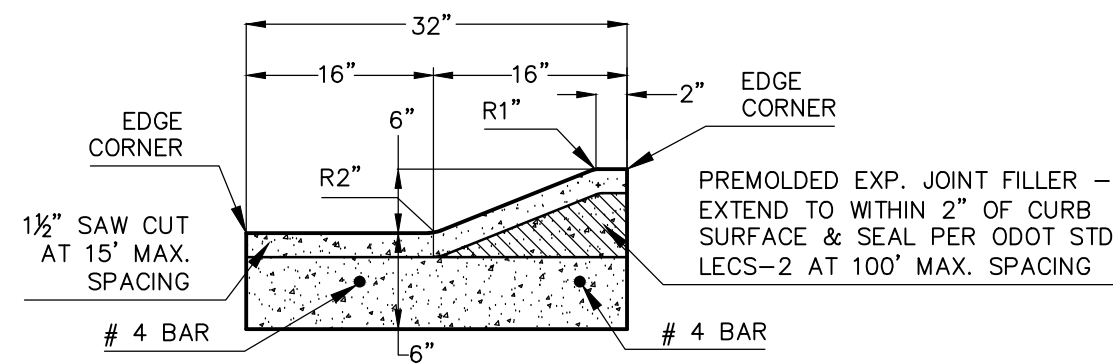
THE PROPERTY IS TO BE GRADED AND STORMWATER RUNOFF IS TO BE DIRECTED TOWARDS THE PROPOSED WET STORMWATER DETENTION AREA LOCATED IN THE NORTHWEST CORNER OF THE PROPERTY. THE STORMWATER IS TO BE DETAINED IN THE PROPOSED DETENTION AREA AND DISCHARGED INTO TRIBUTARY #1

SOURCE INFORMATION FROM PLANS AND MARKINGS HAVE BEEN COMBINED WITH OBSERVED EVIDENCE OF UTILITIES TO DEVELOP A VIEW OF THOSE UNDERGROUND UTILITIES. HOWEVER, LACKING EXCAVATION, THE EXACT LOCATION OF UNDERGROUND FEATURES CANNOT BE ACCURATELY, COMPLETELY AND RELIABLY DEPICTED. WHERE ADDITIONAL OR MORE DETAILED INFORMATION IS REQUIRED, THE CLIENT IS ADVISED THAT EXCAVATION MAY BE NECESSARY.

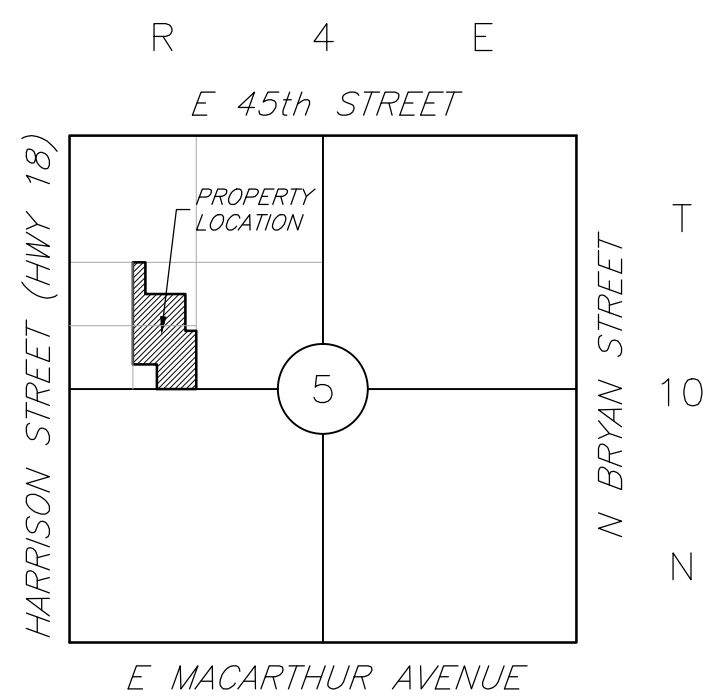
THE PRELIMINARY PLAT HAS BEEN PREPARED TO THE BEST OF OUR ABILITIES IN ACCORDANCE WITH THE COMPREHENSIVE PLAN WITH WHICH WE ARE FAMILIAR, AND IN ACCORDANCE WITH THE ORDINANCES AND REGULATIONS GOVERNING THE SUBDIVISION OF LAND EXCEPT WHERE VARIANCES ARE BEING REQUESTED.



• TYPICAL SECTION •
6' P.C. CONCRETE PAVING
(STABILIZED SOIL BASE)
• 210 •



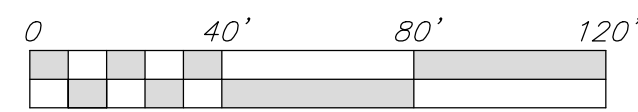
6" MOUNTABLE CURB & GUTTER
NOT TO SCALE



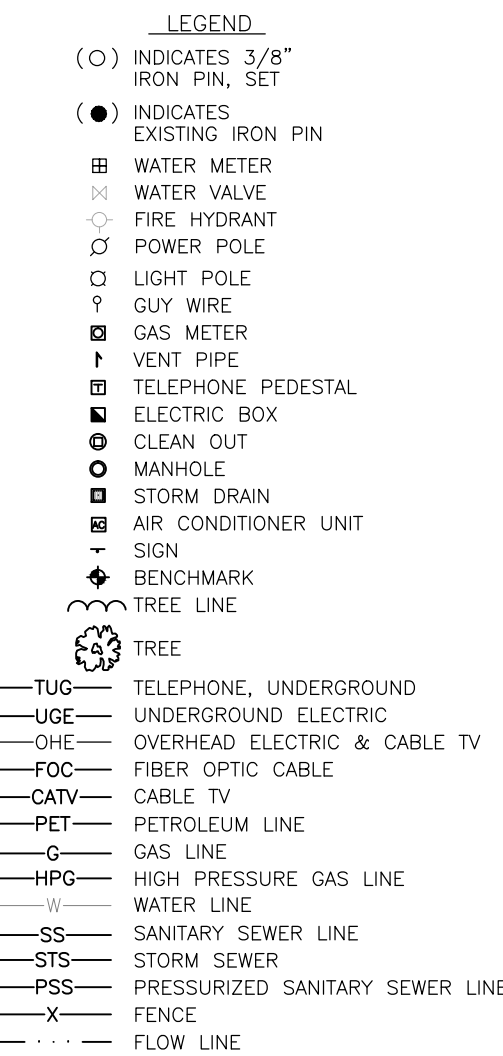
SCALE: 1" = 2000

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A SUBDIVISION OF A PART OF THE SOUTH EAST QUARTER (SW/4), (NW/4)
SECTION 5, TOWNSHIP 10 NORTH, RANGE 4 EAST OF THE INDIAN MERIDIAN
CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA



SCALE: 1" = 40'



Parcel Line Table		
Line #	Length	Direction
L43	26.54	S1° 28' 46.14"E
L41	13.25	N89° 23' 56.53"E
L51	20.00	N1° 28' 46.14"W
L62	25.00	S1° 31' 11.84"E
L61	4.77	N89° 26' 04.36"E
L50	32.52	S89° 26' 04.36"W
L52	40.01	S1° 28' 46.14"W
L56	19.43	S44° 16' 27.41"W
L57	28.61	N90° 00' 00.00"W
L59	28.61	N90° 00' 00.00"W
L58	28.65	N45° 44' 23.07"W
L64	49.75	S1° 28' 46.14"E
L66	45.01	S1° 28' 46.14"E
L45	35.66	S46° 03' 37.02"E
L43	48.34	N89° 26' 04.36"E
L44	17.18	N89° 26' 04.36"E
L49	35.01	N89° 26' 04.36"E
L70	32.52	N89° 26' 04.36"E
L53	31.80	N0° 00' 00.00"E
L47	34.98	S43° 56' 01.43"W

Parcel Line Table			
Line #	Length	Direction	
L46	35.05	N1° 28'	46.14"W
L42	68.68	N1° 28'	46.14"W
L54	35.23	S46° 02'	24.80"E
L55	53.25	S89° 23'	56.53"W
L39	35.63	N46° 02'	24.80"W
L40	40.01	S89° 23'	56.53"W
L69	3.24	N1° 28'	46.14"W
L68	45.01	N1° 46'	20.10"W
L65	21.05	S43° 57'	35.20"W
L67	21.21	S45° 36'	03.47"E
L63	21.38	S46° 02'	24.80"E

Curve Table						
Curve #	Length	Radius	Delta	Chord Direction	Chord Length	
C35	47.01	50.03	53.84	S88° 29' 46"W	1024.80	
C36	19.88	50.03	22.77	S50° 11' 35"W	19.75	
C37	38.99	50.03	44.65	S16° 28' 57"W	38.01	
C38	18.79	50.03	21.51	S16° 36' 04"E	1023.97	
C47	9.48	25.00	21.73	N78° 34' 03"E	9.43	
C31	70.82	50.00	81.16	N68° 50' 00"W	65.05	
C32	2.52	50.00	2.89	S69° 08' 40"W	2.52	
C46	9.47	25.00	21.70	N9° 22' 10"E	9.41	
C42	9.47	25.00	21.70	S78° 33' 00"W	9.41	
C43	34.13	50.00	39.11	S7° 28' 59"E	33.47	
C44	32.65	50.00	37.42	S45° 44' 58"E	32.08	
C45	41.75	50.00	47.88	S28° 22' 45"E	40.55	
C50	9.47	25.00	21.70	N78° 33' 00"E	9.41	
C51	9.47	25.00	21.70	S78° 22' 10"W	9.41	
C39	49.02	50.00	56.17	N10° 50' 32"W	1135.90	
C40	64.03	50.00	73.37	N75° 36' 49"W	1136.50	
C41	64.03	50.00	73.37	N75° 36' 49"W	1136.50	
C33	11.76	25.00	26.96	S76° 31' 08"W	11.66	
C34	9.26	25.00	21.23	S52° 25' 27"W	9.21	
C48	1.37	25.00	1.35	S43° 23' 06"E	1.37	

Curve Table					
Curve #	Length	Radius	Delta	Chord Direction	Chord Length
C49	19.65	25.00	45.04	S67° 28' 48"E	19.15
C26	71.34	50.00	81.75	N82° 41' 07"W	65.44
C27	51.74	50.00	58.29	S26° 47' 39"W	49.46
C28	50.67	50.00	59.07	S31° 53' 05"E	48.53
C29	67.43	50.00	77.27	N80° 26' 45"E	62.44

Revisions

[illegible]

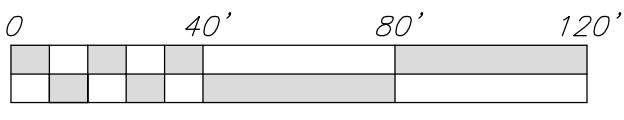
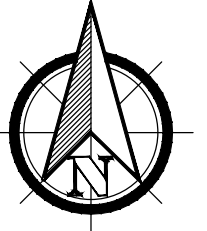
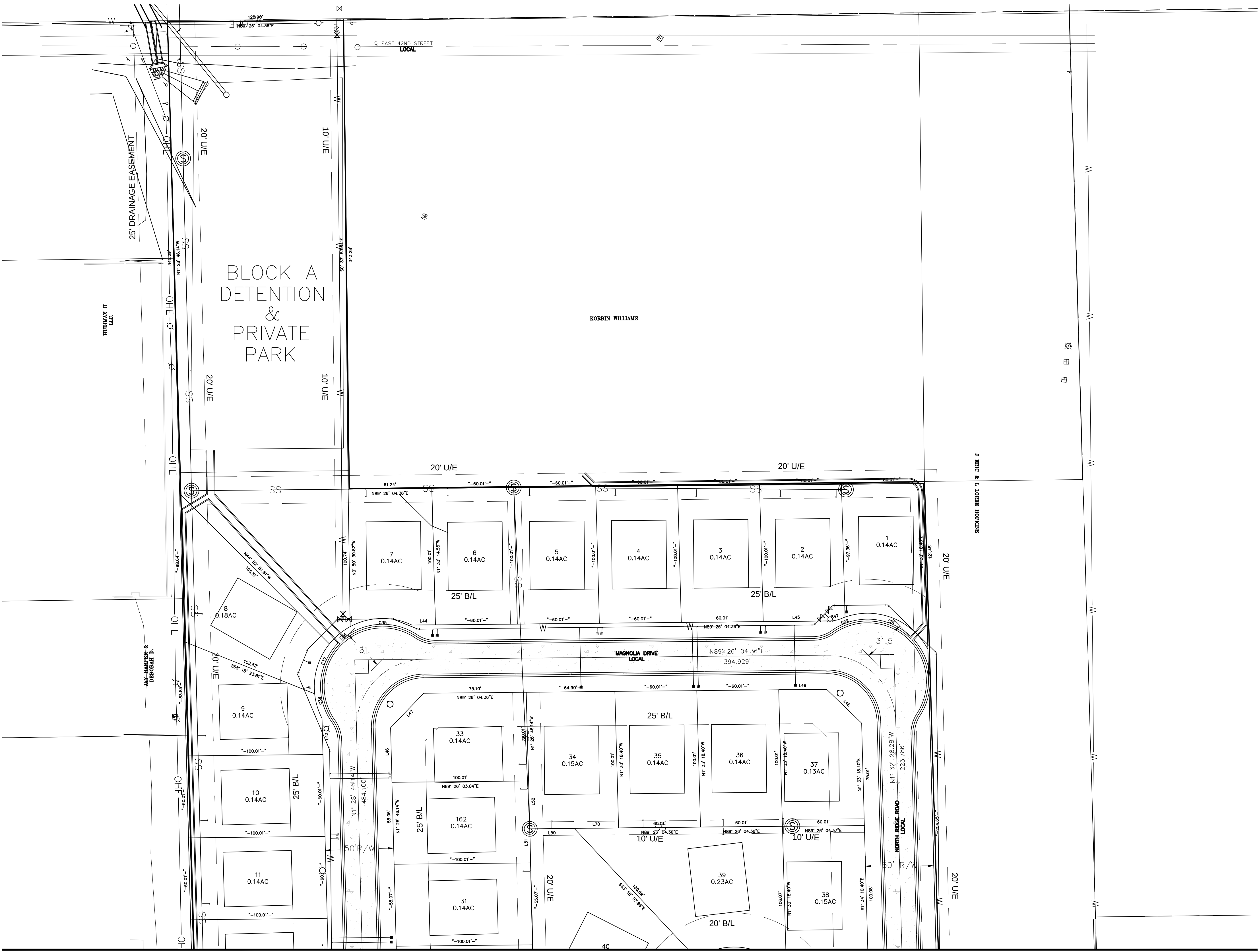
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www.landseengineering.net
903 E. 35th Street * P.O. BOX 1032
Shawnee, OK 74802-1032
(405) 275-5388 * Fax (405) 275-9032
CA # 2260 EXP. 6-30-21

DATE: 12/23/2020
STEPHEN T. LANDES P.E. #19539

PRELIMINARY PLAT
CEDAR RIDGE INVESTMENTS
SHAWNEE OKLAHOMA

A SUBDIVISION OF A PART OF THE SOUTH EAST QUARTER (SW/4), (NW/4)
SECTION 5, TOWNSHIP 10 NORTH, RANGE 4 EAST OF THE INDIAN MERIDIAN,
CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA



SCALE: 1" = 40'

- LEGEND
- (O) INDICATES 3/8" IRON PIN, SET
 - (●) INDICATES EXISTING IRON PIN
 - ⊕ WATER METER
 - ⊗ WATER VALVE
 - ⊙ FIRE HYDRANT
 - ⊕ POWER POLE
 - ⊕ LIGHT POLE
 - ⊕ GUY WIRE
 - ⊕ GAS METER
 - ⊕ VENT PIPE
 - ⊕ TELEPHONE PEDESTAL
 - ⊕ ELECTRIC BOX
 - ⊕ CLEAN OUT
 - ⊕ MANHOLE
 - ⊕ STORM DRAIN
 - ⊕ AIR CONDITIONER UNIT
 - ⊕ SIGN
 - ⊕ BENCHMARK
 - ⊕ TREE LINE
 - ⊕ TREE
 - TUG— TELEPHONE, UNDERGROUND
 - UG— UNDERGROUND ELECTRIC
 - OHE— OVERHEAD ELECTRIC & CABLE TV
 - FOC— FIBER OPTIC CABLE
 - CATV— CABLE TV
 - PET— PETROLEUM LINE
 - G— GAS LINE
 - HPC— HIGH PRESSURE GAS LINE
 - W— WATER LINE
 - SS— SANITARY SEWER LINE
 - STS— STORM SEWER
 - PSS— PRESSURIZED SANITARY SEWER LINE
 - X— FENCE
 - ...— FLOW LINE

Parcel Line Table		
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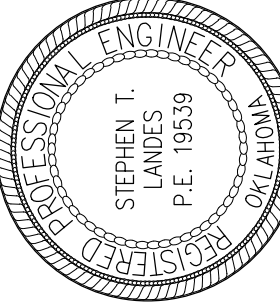
Parcel Line Table		
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L40	40.01	S89° 23' 56.53"W
L69	3.24	N1° 28' 46.14"W
L68	45.01	N1° 46' 20.10"W
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Curve Table					
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C39	49.02	50.00	56.17	N10° 50' 32"W	1135.90
C40	64.03	50.00	73.37	N75° 36' 49"W	1136.50
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C48	1.37	25.00	3.15	S43° 23' 06"E	1.37

CLIENT
CEDAR RIDGE INVESTMENTS
PROJECT
CEDAR RIDGE ADDITION
SHEET TITLE
PRELIMINARY PLAT
DESIGN CS CHECK STL
DRAWN CS DATE 12/23/20
SHEET 3 of 7

LANDES ENGINEERING L.L.C.
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CA # 2260 EXP. 6-30-21

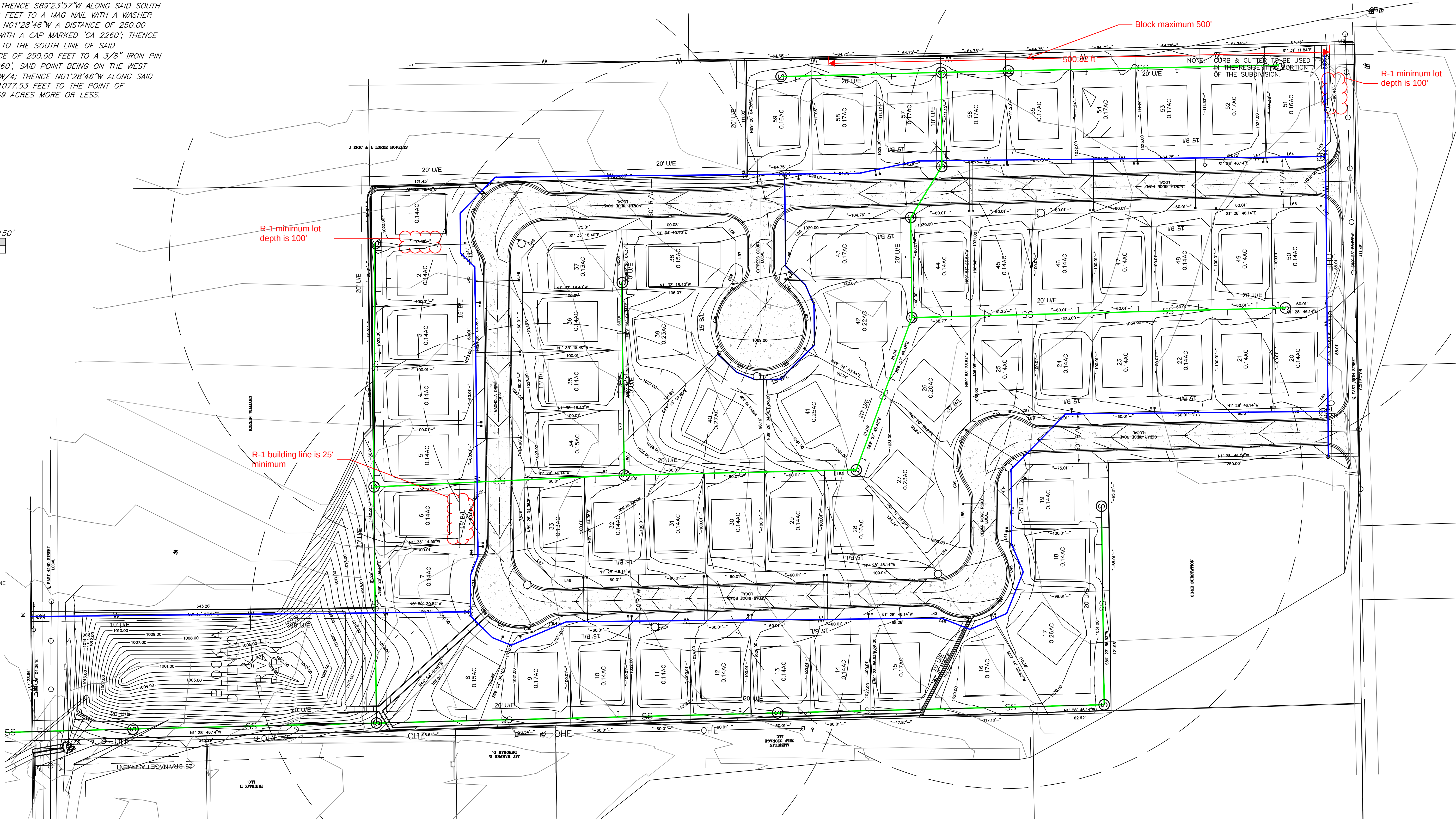
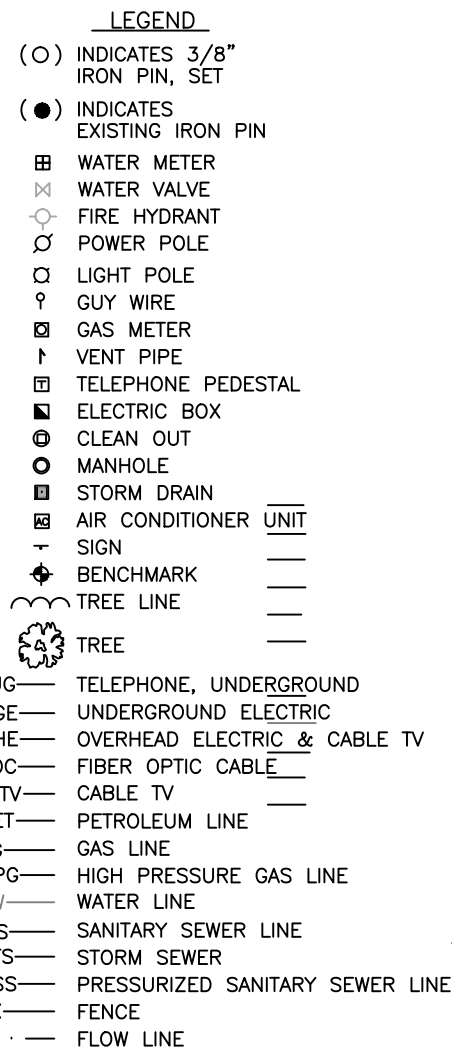


DATE 12/23/2020
STEPHEN T. LANDES P.E. #19539

Revisions

NO.	DATE	DESC

TRACT OF LAND BEING A PART OF THE EAST HALF OF THE
SOUTHWEST QUARTER OF THE NORTHWEST QUARTER
(E/2-SW/4-NW/4) OF SECTION FIVE (5), TOWNSHIP TEN (10)
NORTH, RANGE FOUR (4) EAST OF THE INDIAN MERIDIAN,
POTTAWATOMIE COUNTY, OKLAHOMA, WITH A BASIS OF BEARING OF
S01°26'21"E ALONG THE WEST LINE OF SAID NW/4, BASED ON
THE SOUTH STATE AND ASSOCIATE PLATS, AND MORE
PARTICULARLY AS DESCRIBED BY CHRIS D'AMICO (PL 1945) AS:
COMMENCING AT A MAG NAIL AT THE NORTHWEST CORNER (NW/C)
OF SAID NW/4; THENCE S01°26'21"E ALONG THE WEST LINE OF
SAID NW/4 A DISTANCE OF 1327.93 FEET TO A POINT ON THE
NORTH LINE OF THE SW/4-NW/4 OF SAID SECTION 5; THENCE
N89°26'04"E ALONG SAID NORTH LINE A DISTANCE OF 660.55 FEET
TO A 3/8" IRON PIN WITH A CAP MARKED "C 2260"; SAID POINT
BEING THE NORTHWEST CORNER (NW/C) OF THE E/2-SW/4-NW/4,
SAID POINT BEING THE POINT OF BEGINNING; THENCE CONTINUING
N89°26'04"E ALONG THE NORTH LINE OF SAID E/2-SW/4-NW/4 A
DISTANCE OF 128.96 FEET TO A 3/8" IRON PIN WITH A CAP
MARKED "C 2260"; THENCE S00°33'54"E A DISTANCE OF 343.28
FEET TO A 3/8" IRON PIN WITH A CAP MARKED "LS 1244"; THENCE
N89°26'04"E AND PARALLEL TO THE NORTH LINE OF SAID
E/2-SW/4-NW/4 A DISTANCE OF 421.29 FEET TO A 3/8" IRON PIN
WITH A CAP MARKED "LS 1244"; THENCE S01°33'18"E A DISTANCE OF
376.10 FEET TO A 3/8" IRON PIN WITH A CAP MARKED "C 2260";
THENCE N89°26'04"E A DISTANCE OF 115.79 FEET TO A 3/8" IRON
PIN WITH A CAP MARKED "C 2260"; SAID POINT BEING ON THE
EAST LINE OF SAID E/2-SW/4-NW/4; THENCE S01°31'12"E ALONG
SAID EAST LINE A DISTANCE OF 607.72 FEET TO A MAG NAIL WITH A
WASHER MARKED "C 2260"; SAID POINT BEING ON THE SOUTH LINE
OF SAID E/2-SW/4-NW/4; THENCE S89°23'57"W ALONG SAID SOUTH
LINE A DISTANCE OF 411.48 FEET TO A MAG NAIL WITH A WASHER
MARKED "C 2260"; THENCE N01°28'46"W A DISTANCE OF 250.00
FEET TO A 3/8" IRON PIN WITH A CAP MARKED "C 2260"; THENCE
S89°23'57"W AND PARALLEL TO THE SOUTH LINE OF SAID
E/2-SW/4-NW/4 A DISTANCE OF 250.00 FEET TO A 3/8" IRON PIN
WITH A CAP MARKED "C 2260"; SAID POINT BEING ON THE WEST
LINE OF SAID E/2-SW/4-NW/4; THENCE N01°28'46"W ALONG SAID
WEST LINE A DISTANCE OF 1077.53 FEET TO THE POINT OF
BEGINNING, CONTAINING 13.49 ACRES MORE OR LESS.



A SUBDIVISION OF A PART OF THE SOUTH EAST QUARTER (SW/4), (NW/4)
SECTION 5, TOWNSHIP 10 NORTH, RANGE 4 EAST OF THE INDIAN MERIDIAN,
CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA

LOCATION: E 39TH STREET

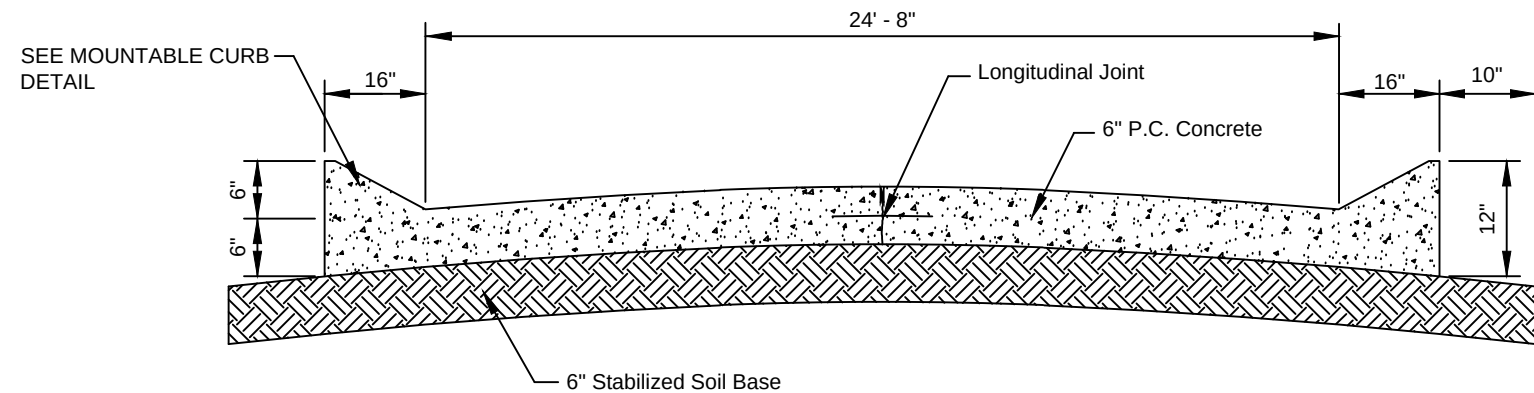
OWNER & DEVELOPER: CEDAR RIDGE INVESTMENTS
P.O. BOX 8, ADA, OK 74821
405-659-8448
dltomlinson62gmail.com

PROJECT ENGINEER: STEPHEN LANDES
903 E. 35TH ST.
SHAWNEE, OK. 74801
405-275-5388

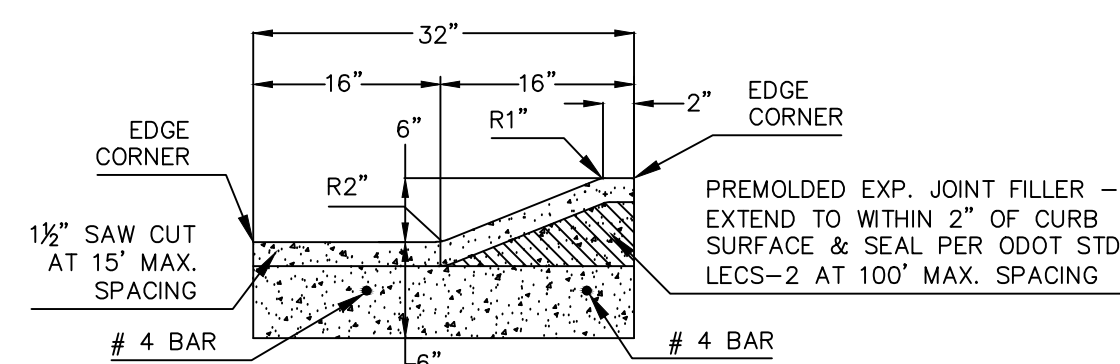
THE PROPERTY IS TO BE GRADED AND STORMWATER RUNOFF IS TO BE DIRECTED TOWARDS THE PROPOSED WET STORMWATER DETENTION AREA LOCATED IN THE NORTHWEST CORNER OF THE PROPERTY. THE STORMWATER IS TO BE DETAINED IN THE PROPOSED DETENTION AREA AND DISCHARGED INTO TRIBUTARY #1

SOURCE INFORMATION FROM PLANS AND MARKINGS HAVE BEEN COMBINED WITH OBSERVED EVIDENCE OF UTILITIES TO DEVELOP A VIEW OF THOSE UNDERGROUND UTILITIES. HOWEVER, LACKING EXCAVATION, THE EXACT LOCATION OF UNDERGROUND FEATURES CANNOT BE ACCURATELY, COMPLETELY AND RELIABLY DEPICTED. WHERE ADDITIONAL OR MORE DETAILED INFORMATION IS REQUIRED, THE CLIENT IS ADVISED THAT EXCAVATION MAY BE NECESSARY.

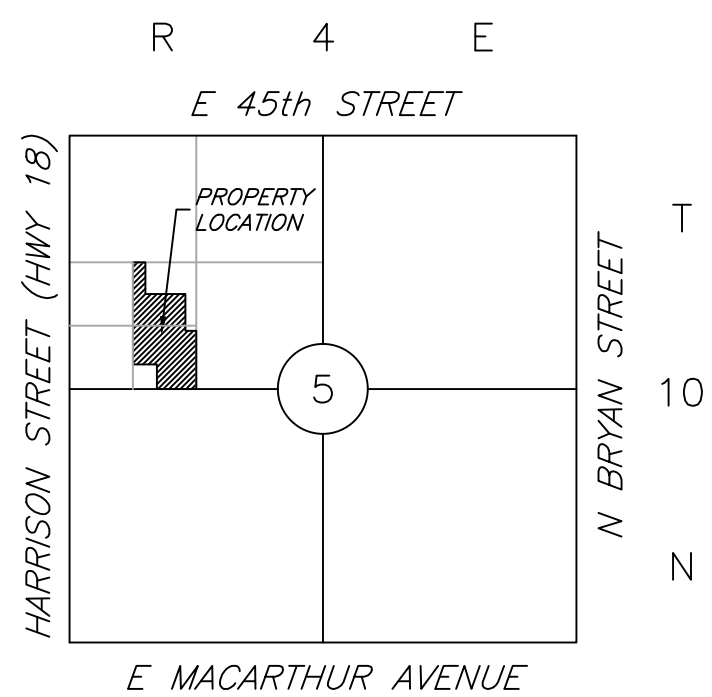
THE PRELIMINARY PLAT HAS BEEN PREPARED TO THE BEST OF OUR ABILITIES IN ACCORDANCE WITH THE COMPREHENSIVE PLAN WITH WHICH WE ARE FAMILIAR, AND IN ACCORDANCE WITH THE ORDINANCES AND REGULATIONS GOVERNING THE SUBDIVISION OF LAND EXCEPT WHERE VARIANCES ARE BEING REQUESTED.



• TYPICAL SECTION •
26' P.C. CONCRETE PAVING
(STABILIZED SOIL BASE)
• 210 •



6" MOUNTABLE CURB & GUTTER
NOT TO SCALE

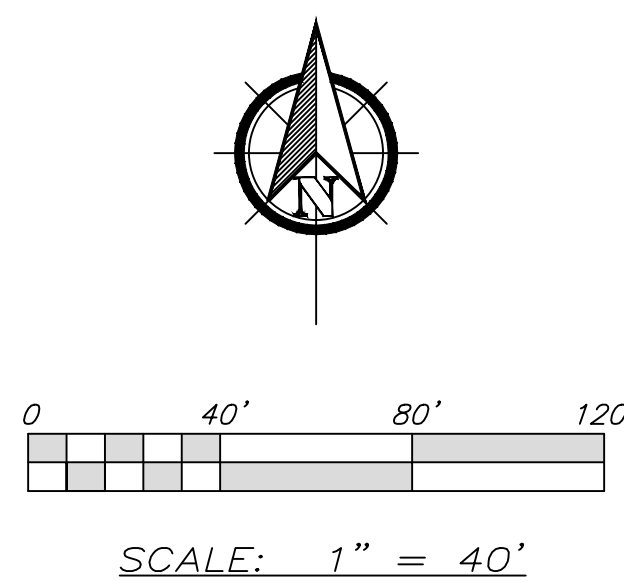
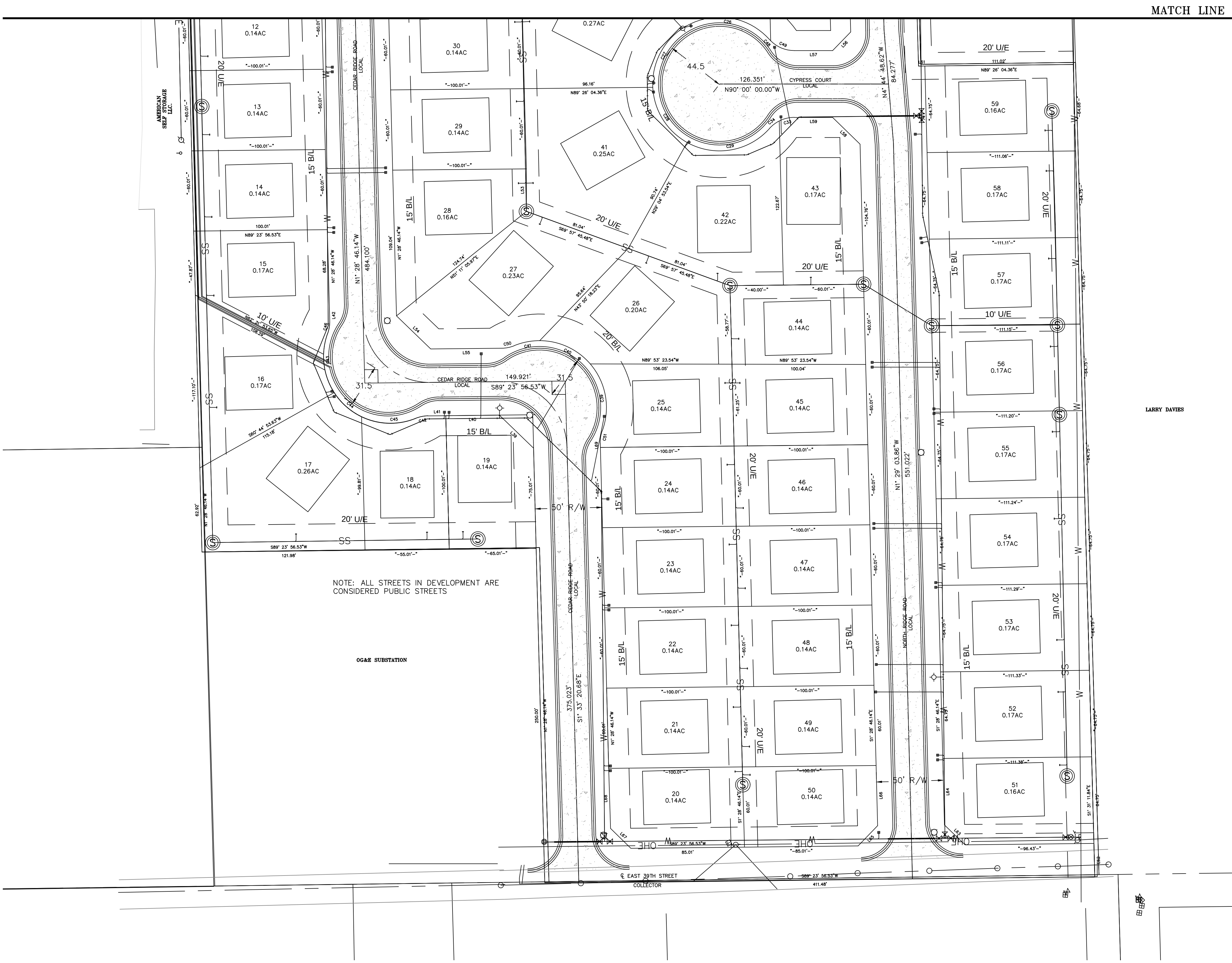


SCALE: 1" = 2000

<i>NO.</i>	<i>DATE</i>	<i>DESC</i>	STEPHEN T. LANDES P.E. 19539 OKLAHOMA DATE: <u>07/23/2020</u> STEPHEN T. LANDES P.E. #19539	LANDES ENGINEERING L.L.C. www.landesengineering.net 903 E. 35th Street * P.O. BOX 1032 Shawnee, OK 74802-1032 (405) 275-5388 * Fax (405) 275-9047 CA # 2260 EXP. 6-30-21	<i>CLIENT</i>	CEDAR RIDGE INVESTMENTS	<i>SHEET</i> 1 OF 7
					<i>PROJECT</i>	CEDAR RIDGE ADDITION	
					<i>SHEET TITLE</i>	PRELIMINARY PLAT	
					<i>DESIGN CS</i>	<i>CHECK STL</i>	
					<i>DRAWN CS</i>	<i>DATE</i> 12/23/20	

PRELIMINARY PLAT
CEDAR RIDGE INVESTMENTS
SHAWNEE OKLAHOMA

A SUBDIVISION OF A PART OF THE SOUTH EAST QUARTER (SW/4), (NW/4)
SECTION 5, TOWNSHIP 10 NORTH, RANGE 4 EAST OF THE INDIAN MERIDIAN,
CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA

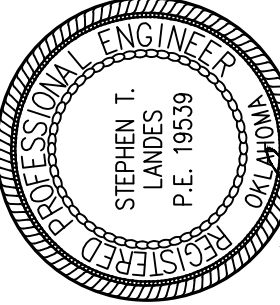


- LEGEND
- (O) INDICATES 3/8" IRON PIN, SET
 - (●) INDICATES EXISTING IRON PIN
 - WM WATER METER
 - WV WATER VALVE
 - PH FIRE HYDRANT
 - PP POWER POLE
 - LP LIGHT POLE
 - GW GUY WIRE
 - GM GAS METER
 - VP VENT PIPE
 - TEP TELEPHONE PEDESTAL
 - EB ELECTRIC BOX
 - CO CLEAN OUT
 - MANHOLE
 - SD STORM DRAIN
 - AC AIR CONDITIONER UNIT
 - SG SIGN
 - BM BENCHMARK
 - TL TREE LINE
 - TUG TELEPHONE, UNDERGROUND
 - UGE UNDERGROUND ELECTRIC
 - OHE OVERHEAD ELECTRIC & CABLE TV
 - FOC FIBER OPTIC CABLE
 - CATV CABLE TV
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 - HPG HIGH PRESSURE GAS LINE
 - WL WATER LINE
 - SSL SANITARY SEWER LINE
 - STS STORM SEWER
 - PSS PRESSURIZED SANITARY SEWER LINE
 - X FENCE
 - FL FLOW LINE

Revisions

NO.	DATE	DESC

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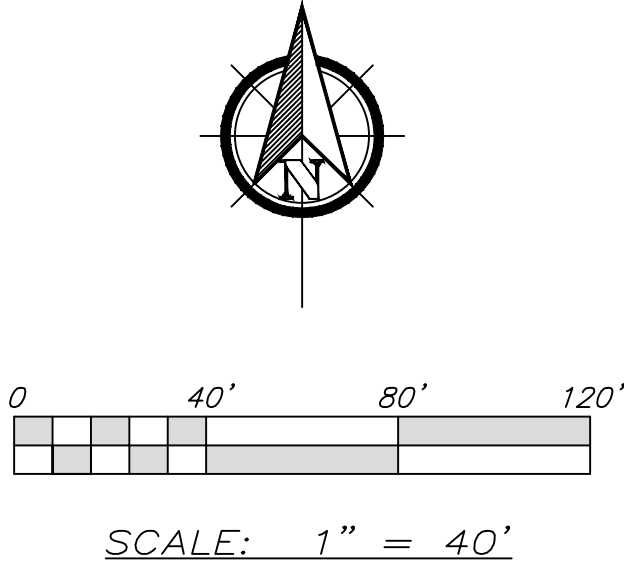
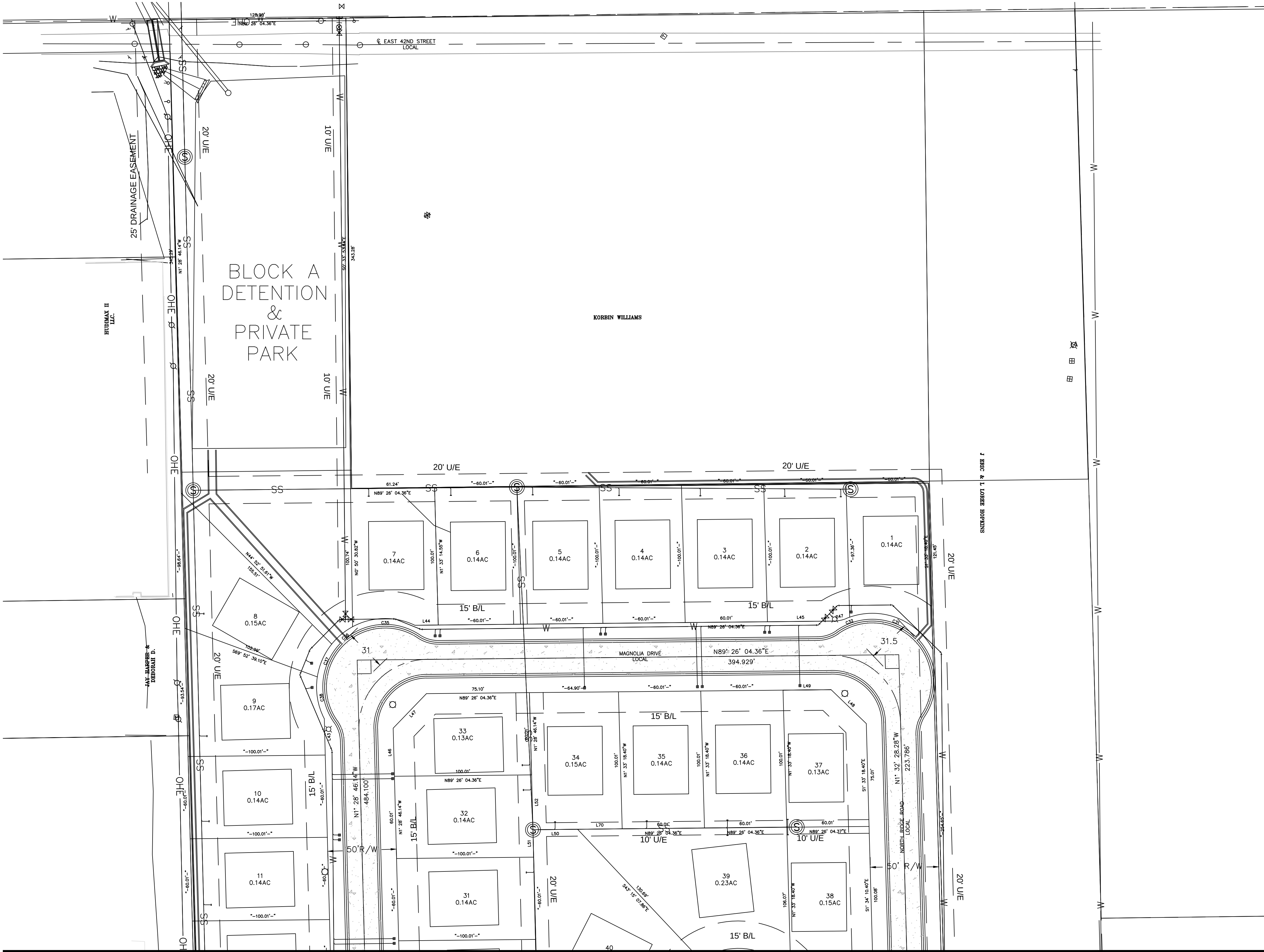


DATE: 12/23/2020
STEPHEN T. LANDS P.E. #19539

CLIENT CEDAR RIDGE INVESTMENTS
PROJECT CEDAR RIDGE ADDITION
SHEET TITLE PRELIMINARY PLAT
DESIGN CS CHECK STL
DRAWN CS DATE 12/23/20 SHEET 2 of 7

CEDAR RIDGE INVESTMENTS
SHAWNEE OKLAHOMA

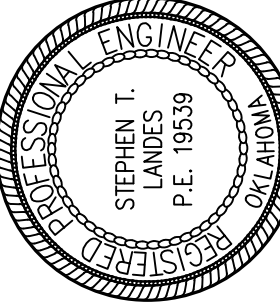
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CLIENT	CEDAR RIDGE INVESTMENTS
PROJECT	CEDAR RIDGE ADDITION
SHEET TITLE	PRELIMINARY PLAT
DESIGN	CS
CHECK	STL
DATE	12/23/20
SHEET	3 of 7

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(405) 275-5388 * Fax (405) 275-9047
CA # 2260 EXP. 6-30-21



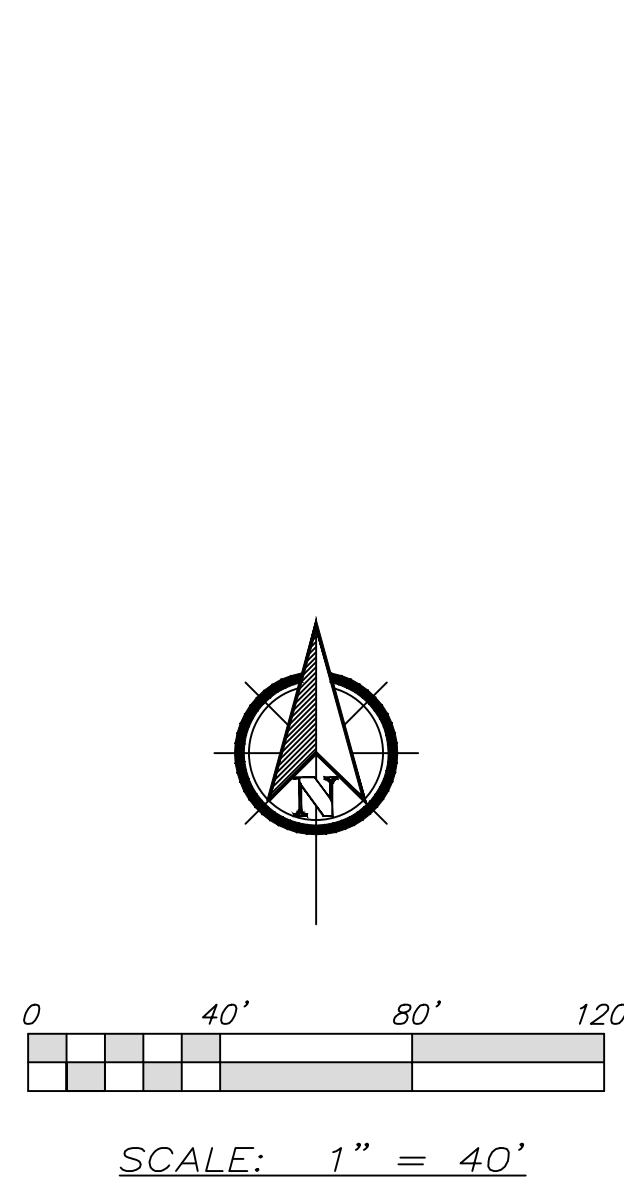
DATE: 12/23/2020
STEPHEN T. LANDES P.E. #19539

Revisions

NO.	DATE	DESC

PRELIMINARY PLAT
CEDAR RIDGE INVESTMENTS
SHAWNEE OKLAHOMA

A SUBDIVISION OF A PART OF THE SOUTH EAST QUARTER (SW/4), (NW/4)
SECTION 5, TOWNSHIP 10 NORTH, RANGE 4 EAST OF THE INDIAN MERIDIAN,
CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA

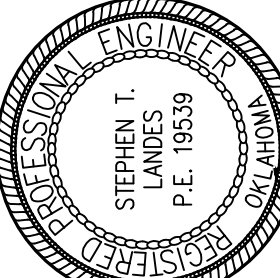


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 - STS— STORM SEWER
 - PSS— PRESSURIZED SANITARY SEWER LINE
 - X— FENCE
 - — FLOW LINE

Revisions

NO.	DATE	DESC

LANDES ENGINEERING L.L.C.
www.landesengineering.net
903 E. 35th Street * P.O. BOX 1032
Shawnee, OK 74802-1032
(405) 275-5388 * Fax (405) 275-9047
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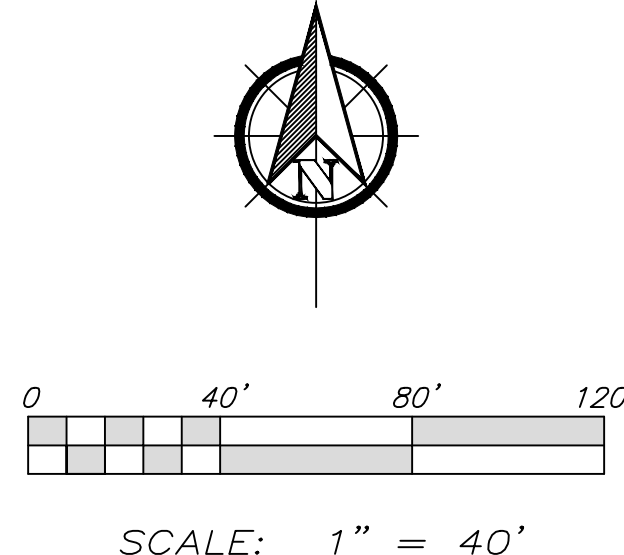
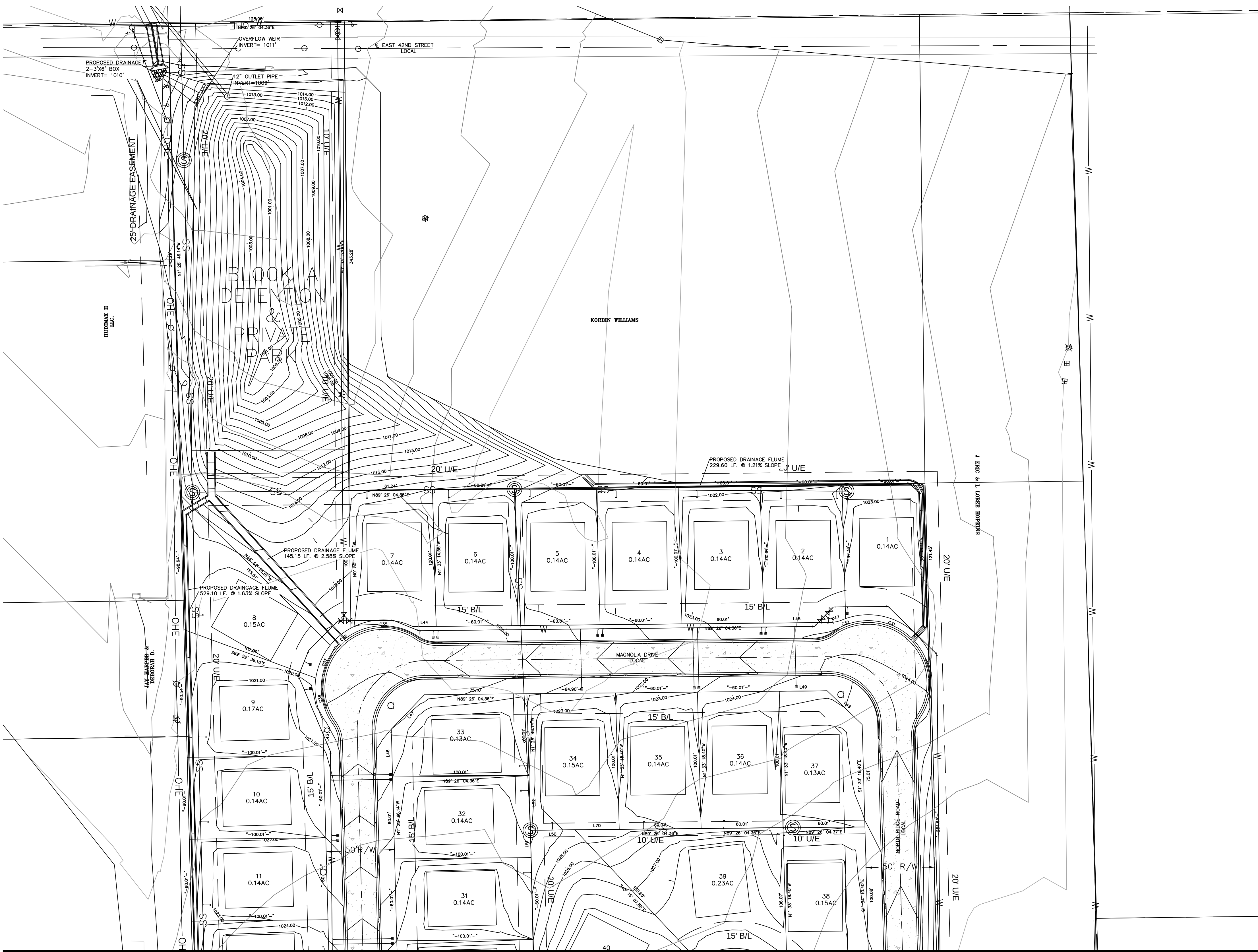
CLIENT CEDAR RIDGE INVESTMENTS
PROJECT CEDAR RIDGE ADDITION
SHEET TITLE PRELIMINARY PLAT - Grading & Drainage
DESIGN CS CHECK STL
DRAWN CS DATE 12/23/20 SHEET 4 of 7

PRELIMINARY PLAT

CEDAR RIDGE INVESTMENTS

SHAWNEE OKLAHOMA

A SUBDIVISION OF A PART OF THE SOUTH EAST QUARTER (SW/4), (NW/4)
SECTION 5, TOWNSHIP 10 NORTH, RANGE 4 EAST OF THE INDIAN MERIDIAN,
CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA



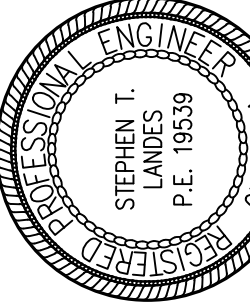
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DATE: 12/23/2020
STEPHEN T. LANDES P.E. #19539

CLIENT
CEDAR RIDGE INVESTMENTS

PROJECT
CEDAR RIDGE ADDITION

SHEET TITLE
PRELIMINARY PLAT - Grading & Drainage

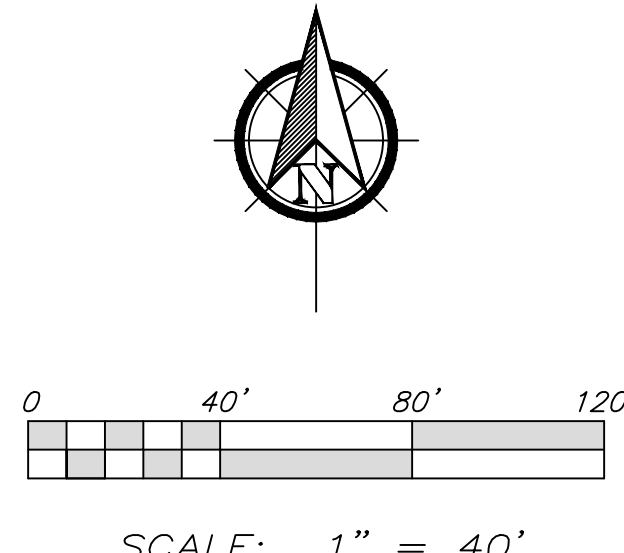
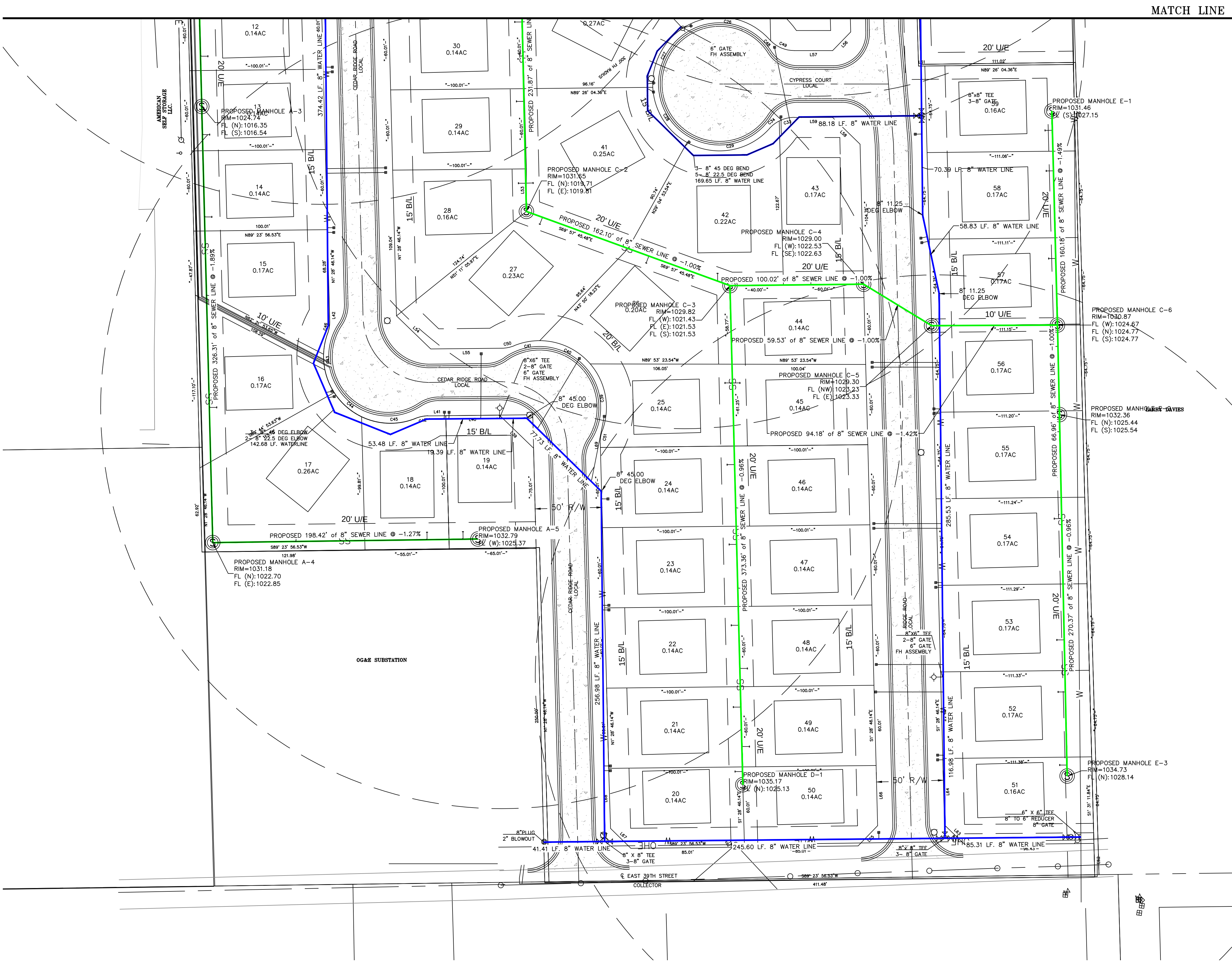
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SHEET
5 of 7

PRELIMINARY PLAT
CEDAR RIDGE INVESTMENTS
SHAWNEE OKLAHOMA

A SUBDIVISION OF A PART OF THE SOUTH EAST QUARTER (SW/4), (NW/4)
SECTION 5, TOWNSHIP 10 NORTH, RANGE 4 EAST OF THE INDIAN MERIDIAN,
CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA

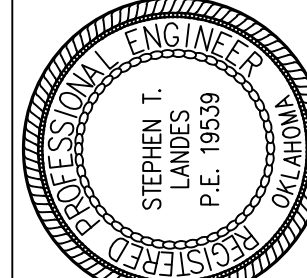


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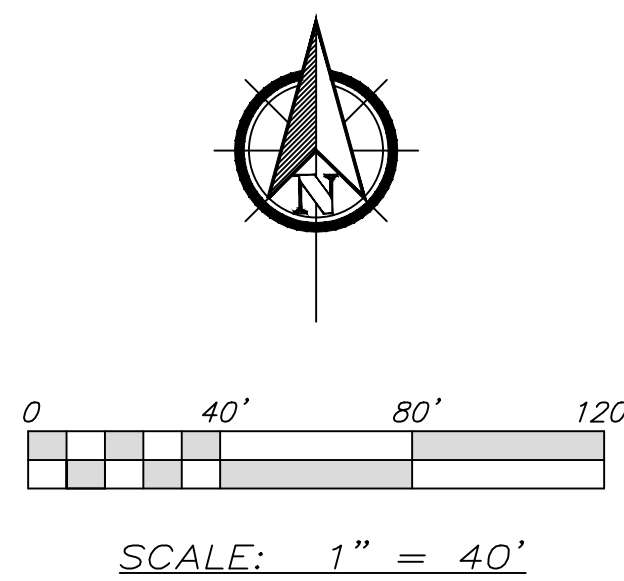
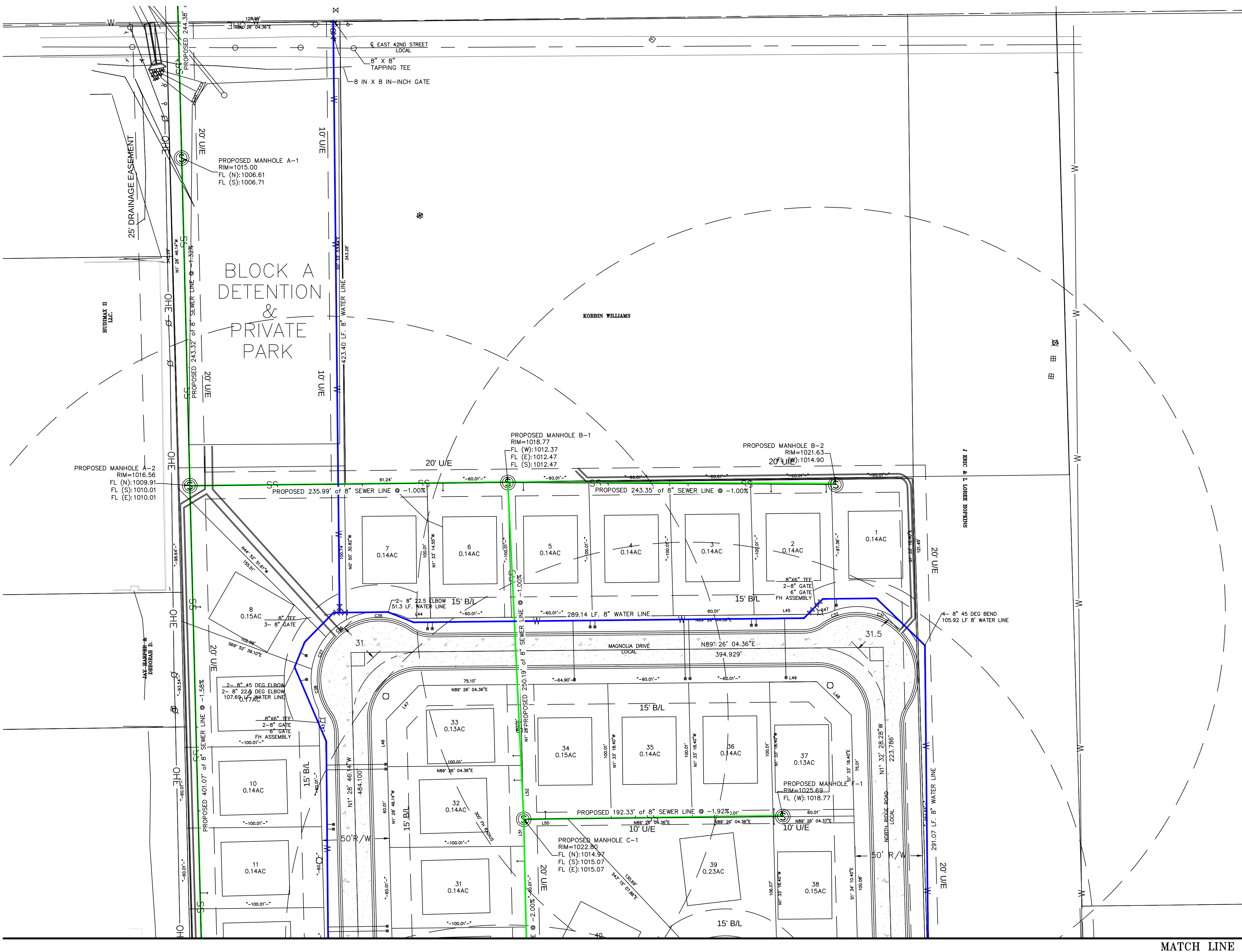


DATE: 12/23/2020
STEPHEN T. LANDES P.E. #19539

CLIENT CEDAR RIDGE INVESTMENTS
PROJECT CEDAR RIDGE ADDITION
SHEET TITLE PRELIMINARY PLAT- Water & Sanitary Sewer
DESIGN CS CHECK STL
DRAWN CS DATE 12/23/20 SHEET 6 of 7

CEDAR RIDGE INVESTMENTS
SHAWNEE OKLAHOMA

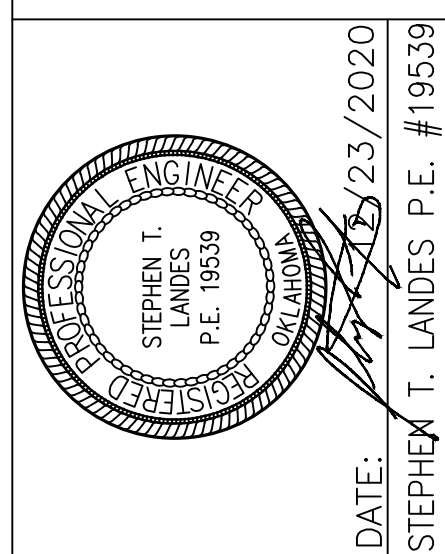
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CLIENT	CEDAR RIDGE INVESTMENTS
PROJECT	CEDAR RIDGE ADDITION
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DESIGN CS	CHECK STL
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SHEET	7 of 7

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NO.	DATE	DESC

Revisions

Regular Board of Commissioners Amended

11.

Meeting Date: 03/01/2021

Future Land Use Map

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration and approval of an amendment to the Future Land Use Map of the 2040 Comprehensive Plan to reallocate 15 acres of low-density residential to high-density residential.

Attachments

Staff Report

RECOMMENDATION TO:

MAYOR
BOARD OF CITY COMMISSIONERS
CITY OF SHAWNEE

RECOMMENDATION FROM:

CITY OF SHAWNEE
PLANNING COMMISSION

SUBJECT:

CASE: FLUM01-21

FOR: Update the 2040 Comprehensive Plan Future Land Use Map (FLUM) 15+/- acres of high density residential (12 DU/AC) or greater land use replacing existing low density residential land use

LOCATION: 15- acres off southeast corner of 45th & Leo

LEGAL DESCRIPTION:

PART OF THE NORTHWEST QUARTER (NW/4) OF THE NORTHWEST QUARTER (NW/4) OF SECTION 12, TOWNSHIP 10 NORTH, RANGE 3 EAST OF THE INDIAN PRINCIPAL MERIDIAN, CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA.

CURRENT CLASSIFICATION: Future Land Use Designation Low-Density Residential

REQUESTED CLASSIFICATION: Future Land Use Designation High-Density Residential

PROPOSED PROPERTY USE: Change to the Future Land Use Map ensures no future high density residential acreage is lost.

PLANNING COMMISSION RECOMMENDATION: February 3rd, 2021

REQUEST APPROVED: ☒

REQUEST DENIED: ☐

OTHER RECOMMENDATION: ☐

VOTE OF THE PLANNING COMMISSION: MEMBERS PRESENT 5

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

RESPECTFULLY SUBMITTED,

Rebecca Blaine

PLANNING DIRECTOR

ACTION BY CITY COMMISSION:

PUBLIC HEARING SET: _____

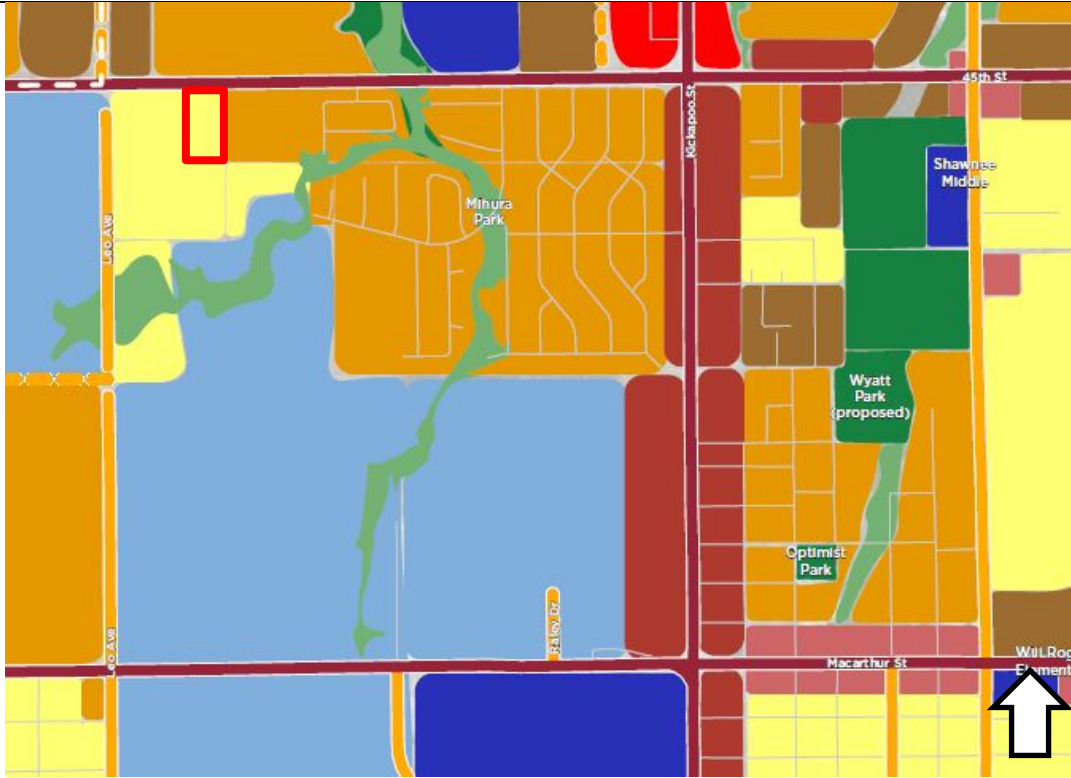
DATE OF ACTION: _____

ADOPTED _____ DENIED _____

ORDINANCE NO. _____

City of Shawnee Planning Department 222. N. Broadway Shawnee, OK 74801 (405) 878-1616 www.ShawneeOK.org		CASE # FLUM01-21 PLANNING COMMISSION: February 3rd, 2021 CITY COMMISSION DATE: February 15th, 2021
--	---	--

PROPERTY ADDRESS/LOCATION:
15+/- acres off southeast corner of 45th & Leo

	
STAFF RECOMMENDATION	
This is for the reallocation of 15+/- acres of high density residential (12 DU/AC) or greater to replace the 13.49 acres prescribed for high density residential off E. 39th Street. Cedar Ridge, a low density residential (R-1 Single Family Residential) subdivision was approved on December 7th, 2020 by City Commission to amend the 2040 Comprehensive Plan. This change to the Future Land Use Map ensures no future high density residential acreage is lost.	

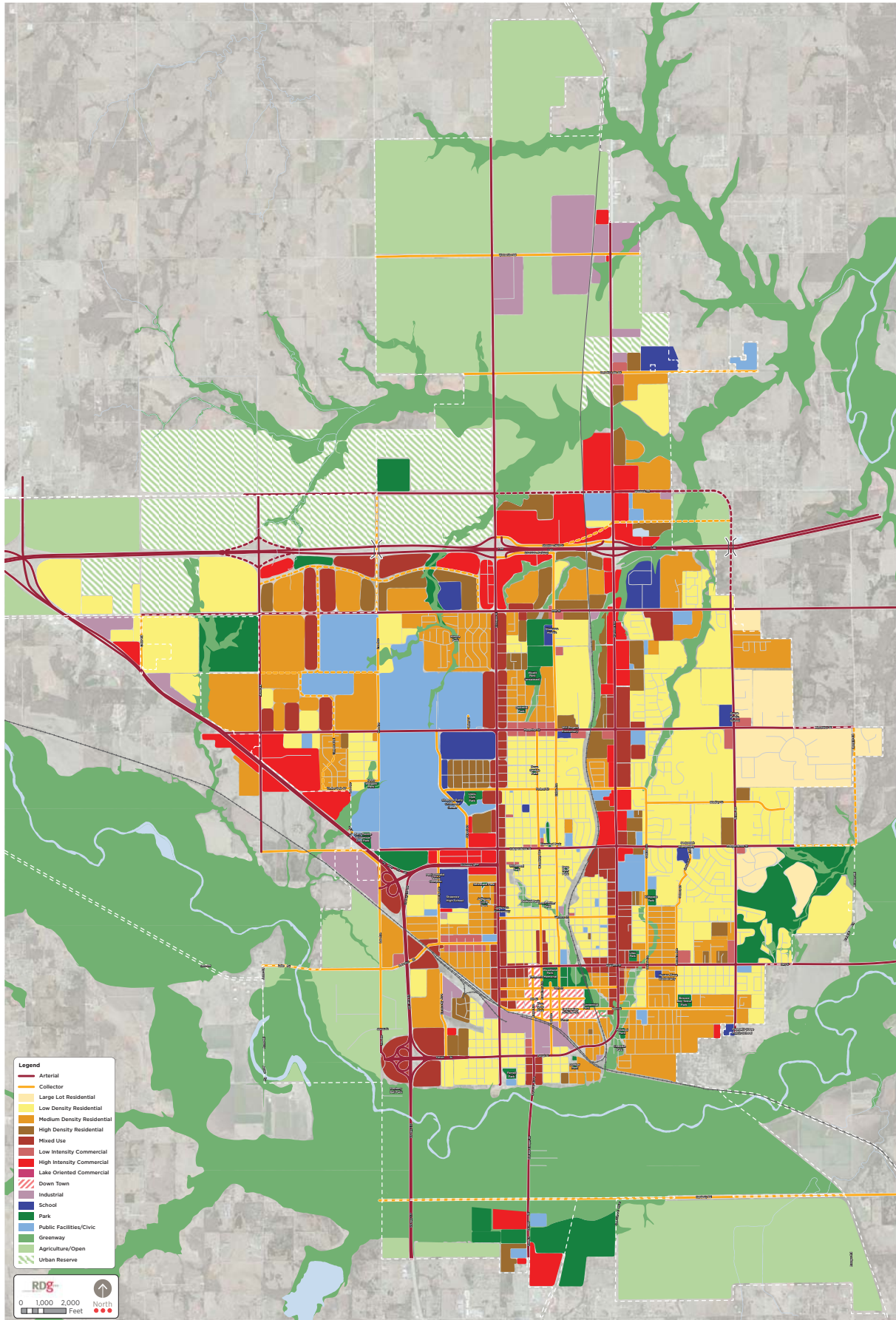
STAFF RECOMMENDATION

Staff recommends approval of this modification to the 2040 Future Land Use Map.

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

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

FIGURE 3.4: Future Land Use Plan



Regular Board of Commissioners Amended

12.

Meeting Date: 03/01/2021

Ordinance

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration of an ordinance relating to arts in public places, amending Chapter 22 of the Shawnee Municipal Code by creating a new Article IX of Chapter 22, providing for the art in public places; providing for repeal; providing for severability; providing for codification; and providing for emergency clause.

Attachments

Memo

Arts Ordinance

Commission Provisions



Community Development Department

MEMORANDUM

DATE: Monday, March 1st, 2021

TO: City of Shawnee City Commission

FROM: Rebecca Blaine, Planning Director, AICP, CFM

RE: Establishment of the Shawnee Arts & Cultural Commission & 1% for The Arts Ordinance

Mayor and Commissioners,

As emphasized in Shawnee's 2040 Comprehensive Plan, the necessity for public art in our community dovetail with the enhancement of our community image, civic health, equity and economic development. Like City of Oklahoma City, this proposal includes a 1% for The Arts Ordinance which will designate 1% of total construction costs to public art. As Planning Director, I believe the Shawnee area has a multitude of individuals that share the passion, talents and drive to elevate the arts in our community.

Respectfully Submitted,

Rebecca Blaine

ORDINANCE NO. _____

AN ORDINANCE RELATING TO ARTS IN PUBLIC PLACES, AMENDING CHAPTER 22 OF THE SHAWNEE MUNICIPAL CODE BY CREATING A NEW ARTICLE IX OF CHAPTER 22, PROVIDING FOR THE ART IN PUBLIC PLACES; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR EMERGENCY CLAUSE.

BE IT ORDAINED BY THE COMMISSIONERS OF THE CITY OF SHAWNEE:

SECTION 1. That Article IX of Chapter 22 of the Shawnee Municipal Code is hereby created to read as follows:

**CHAPTER 22
PLANNING AND DEVELOPMENT**

ARTICLE IX. ARTS IN PUBLIC PLACES

DIVISION 1. – PURPOSE

§22-740. The purpose of this chapter is:

(1) to create an Arts & Culture Commission to help promote art in public places throughout the City of Shawnee, to assist in the selection of works of art for the City's collection, and to aid in the development of programs to enhance and maintain the collection

(2) To provide a means to fund the acquisition, display, and maintenance of works of art by the City, and to integrate art when appropriate into City construction projects.

DIVISION 2. – ESTABLISHMENT OF ARTS & CULTURE COMMISSION

§22-741. Established; Composition. A Shawnee Arts & Culture Commission is established in the City. The Shawnee Arts & Culture Commission shall consist of seven (7) members, who shall be appointed by the Mayor with the approval of the City Commission. The Shawnee Arts & Culture Commission shall have the following composition:

- (1) One member shall represent a local arts and or cultural organization.
- (2) Four members shall be professional artists, performers, and or architects or landscape architects.
- (3) Two members at large

§22-742. Qualifications; Compensation. All members shall have demonstrated previous support for arts or cultural affairs, an interest in the arts and cultural history and traditions of the City and have knowledge of or demonstrated experience in the arts and cultural professions. All members

of the Shawnee Arts & Culture Commission shall serve without compensation. Citizenship within city limits shall only apply to at-large members. Professional and organizational positions will not require citizenship due to expertise of their respective roles.

§22-743. Officers. In January of each calendar year, the Shawnee Arts & Culture Commission shall elect an Executive Committee consisting of a Chair, Vice Chair, and Commission Advocate.

§22-744. Term of Office. The terms of the four (4) professional members of the Shawnee City Arts & Culture Commission shall be three years from the date of appointment or until his/her successor takes office. The term of the remaining three (3) members (organizational and at large) shall be two (2) years from the date of appointment or until his/her successor takes office. No member shall serve more than three consecutive terms. Members who have served three consecutive terms may be reappointed after having rotated off the Commission for at least one full three-year term.

§22-745. Vacancies. Members will be appointed to fill the remainder of vacant terms by the Mayor, with the consent and approval of the City Commission.

DIVISION 3. – POLICY FOR WORKS OF ART; BUDGETING OF PUBLIC FUNDS; SELECTION AND PLACEMENT; DEFINITIONS.

§22-746. Short title. The policy for budgeting of public funds for works of art and for the selection and placement of works of art shall be as follows:

§22-747. New Public & Private Construction One percent of the total construction cost of any new building or park development or major renovation thereof, to be constructed or erected shall be allocated for works of art, with such funding of revenues as provided for by Oklahoma law applicable to municipal corporations. Provided, funds budgeted for works of art under this section may be used for works of art either incorporated into the project on building projects or on an alternative property approved by the Shawnee Arts & Cultural Commission and City Commission. The provisions of this section shall apply to any Trust of which the City is beneficiary, if said Trust has by Resolution approved one percent for art provisions. It is the policy of The City that all future special sales tax documents, and Tax Increment Financing documents shall include a provision for one percent for art. All public art purchased by the one percent set aside, shall first be reviewed by the Shawnee Arts & Culture Commission, which shall make a recommendation regarding its acquisition to the Shawnee City Commission or beneficiary public trust, pursuant to the provisions of paragraph (3) of this ordinance.

The amount per project that must be dedicated to public art is 1% with a total project limit of \$100,000; however, the Planning Director shall have discretion to lower the required dollar amount on a case by case basis to allow the amount dedicated to fall beneath the required 1% or \$100,000 cap based on the unique circumstances of said project. Appeals of the Director's decision may be made to the Shawnee Arts & Cultural Commission, with recommendation to City Commission for final decision.

This article shall not apply to any municipal projects which are funded by promissory note or bond proceeds or restricted funds; however, it is the City's policy to work toward the incorporation of public art in all projects if allowable by law and financing restrictions.

§22-748. Accounting of Appropriated Arts Funds. Funds appropriated which are not restricted by law, pursuant to the provisions of this section shall be placed in a separate account to be established and such funds shall be used exclusively for the art selection process, administration costs, artwork maintenance, and the purchase, transport, and installation of works of art. Art obtained as a result of funding that is restricted by law, shall be purchased within the time frame of the project-restricted proposition and funding shall be placed and spent in accordance with limitations of the restricted funding.

§22-749. Review by the Shawnee Arts & Culture Commission. All public artwork commissioned with funds set aside pursuant to the provisions of this section, shall be reviewed and a recommendation made by the Shawnee Arts & Culture Commission. Final approval for such public art purchases shall be given by the City Commission or public trust as applicable, pursuant to Subsection 22-746(2) of this chapter. The Shawnee Arts & Culture Commission may also suggest art for inclusion in any construction or renovation project described in this section. Further, as soon as the proposed art is in schematic and/or rendering form, the Arts Commission shall review said proposed art. The Shawnee Arts & Culture Commission shall make its recommendation within sixty (60) days of its receipt of the schematic and/or rendering form, to be forwarded to the City Commission or public trust for approval.

§22-750. Definitions. For the purposes of this section, the following terms shall have the meanings indicated:

a. Building means a structure designed and used in a manner for the public's benefit, including but not limited to convention centers, police and fire stations, utility stations, City facilities where the public is allowed to use for educational or training sessions, and City office facilities where City staff regularly interact with members of the public.

b. Total Construction Cost means that amount or cost of a public project before its design begins, and shall include land acquisition costs, testing and consultant fees.

c. Major Renovation means;

1. buildings - any change, addition or modification to an existing building that increases the square footage by a minimum of 20 percent or the renovation of an existing building in which a minimum of 25 percent of the interior square footage is the subject of renovation in a manner that invokes the provisions of the Oklahoma City Building Code and requires a permit.

2. park development - any significant work on an existing park which enhances the function or use of substantial areas of an existing park. Park development shall also include trails meant for recreational purposes.

d. New means where no pre-existing building or park development existed before construction began.

e. Works of Art shall be defined in the broadest manner as the work of an Artist, and shall include the following artistic expressions:

1. The imaginative use and interplay of all artistic media and disciplines;
2. Works of Art are accessible in a public space, meaning it must be visually and/or physically accessible to the public;
3. It is original art that evokes an experience or emotion in the public realm;
4. It can be of a variety of forms and takes into consideration the site, its location and context, and the audience—it is site specific;
5. It may possess functional as well as aesthetic qualities;
6. It may be stand-alone or integrated into its site.

f. Artist shall be defined as an individual generally recognized by critics and peers as a professional practitioner of the visual arts as judged by the quality of the professional practitioner's body of work, educational background, experience, past public commissions, sale of works, exhibition record, publications, and production of Works of Art. Architects or Landscape Architects of Record on a particular project are disqualified from being considered for commissions of Works of Art on the same project. Disqualification also extends to other design professionals, consultants, and interior designers employed by or consulting with the design team on the same project.

SECTION 2: REPEALER. All sections, subsections, clauses, and sentences of existing law in conflict with this ordinance are repealed.

SECTION 3: CODIFICATION. This Ordinance shall be codified in the Shawnee Municipal Code, and the codifier is authorized to set out the ordinance as appropriate.

SECTION 4: SEVERABILITY. The provisions of this ordinance are severable and, if any sentence, provision, or other part of this Ordinance shall be held invalid, the decision of the court so holding shall not affect or impair any of the remaining parts or provisions of this ordinance.

SECTION 5: EMERGENCY. It being immediately necessary for the preservation of the peace, health, safety and public good of the City of Shawnee, Oklahoma and the inhabitants thereof that the provisions of this Ordinance be put into full force and effect, an emergency is hereby declared to exist, by reason whereof, this ordinance shall take effect and be in full force and effect after its passage, as provided by law.

PASSED AND APPROVED this ____ day of _____, 2021

ED BOLT, MAYOR

ATTEST:

LISA LASYONE, CMC, CITY CLERK
(SEAL)

PASSED AND APPROVED and the emergency clause voted on separately this ____ day of _____, 2021.

ED BOLT, MAYOR

ATTEST:

LISA LASYONE, CITY CLERK
(SEAL)

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

JOSEPH M. VORNDRAN
CITY ATTORNEY

**CITY OF SHAWNEE ARTS & CULTURE COMMISSION
ROLES AND DUTIES OF ARTS COMMISSIONERS**

Overview of Municipal Code Provisions

**City of Shawnee Municipal Code, 2021, Chapter 22 Planning and Development, Division 18,
Section 22-714**

Creation and Composition: The City of Shawnee Arts & Culture Commission was created by ordinance No. _____, on March 1, 2021. The Commission is composed of seven (7) members, who were appointed by the Mayor with the approval of the City Commission. The membership includes two members at large, four members who are professional artists, performers and/or architects/landscape architects, and one member from a local arts and/or cultural organization not specifically referenced. Only at large members shall be residents of the City of Shawnee due to the specificity of professional and organizational roles.

Term: The term of the four professional members is three years or until a successor takes office. The term of the organizational and at large members is two years or until a successor takes office. The term will expire in the year in which the term would normally expire from the appointment month. Any incumbent member of the Commission shall be eligible for reappointment at the end of his term of office. No member shall serve more than three consecutive terms. Members who have served three consecutive terms may be reappointed after having rotated off the Commission for at least one full three-year term. A member appointed to fill a vacancy shall serve the remainder of the unexpired term. Any member of the Arts Commission may be removed from office for neglect of duty or malfeasance. Removal shall be affected by a majority vote of the City Commission.

Compensation: All members of the Commission shall serve without compensation.

Officers: In January of each calendar year, the Shawnee Arts & Culture Commission shall elect an Executive Committee consisting of a Chair, Vice-Chair and Commission Advocate.

Functions:

1. To make regular assessments of the conditions and needs of the City concerning the arts.
2. To advise the Council concerning works of art to be placed on municipal property.
3. To make recommendations to the City Commission concerning grants from Federal and State agencies, private groups and individuals, and, when so directed by the City Commission, oversee arts and cultural projects and programs.
4. To increase public awareness of the value of our arts and cultural resources by developing and participating in public information programs.
5. To advise and assist the City Commission in connection with such other arts and cultural matters as may be referred to it by the City Commission.
6. To encourage greater arts and cultural involvement by departments of the City and to better utilize private arts and cultural agencies for services to citizens.

7. To keep minutes and records of all meetings and proceedings, including voting records, attendance records, resolutions, findings of fact and decisions.
8. To perform any other functions imposed by this article or otherwise specified by the City Commission.
9. To advise the Commission concerning the promotion of coordination among units of government in their projects and programs which involve the arts and cultural matters.
10. Suggest art for inclusion in any construction or renovation project pursuant to receipt of 1% for art funding.
11. Review any proposed public art purchased with 1% for art funding as soon as the proposed art is in schematic and/or rendering form.

Duties of Arts Commissioners:

Commission members commit to attending at least 75% of the regularly scheduled meetings Arts Commission meetings held on the last Wednesday of every month (with exceptions for holidays); and,

- Attend training sessions and review materials provided by staff to become thoroughly familiar with the ordinances, guidelines, regulation, criteria, etc. under their purview.
- Thoroughly review staff memos, reports, applications and support documentation prior to Arts Commission meetings.
- Hear cases, ask relevant questions as needed, and vote on cases heard.
- Make recommendations (motions and seconding motions), make recommendations with conditions, or do not recommend cases citing reasons, or continue cases to a specific regularly scheduled meeting.
- Limit discussions and questions to relevant material.
- Make recommendations in compliance with the commission's policies and the requirements and intent of the applicable ordinances.
- Request additional information from staff members as needed to inform their recommendations.
- Volunteer to serve as an Arts Commission voting member on 1% for Art Selection Committees.
- Serve on Ad Hoc Committees when requested to do so by the Chair.

When elected to the Executive Committee:

ROLE OF THE CHAIR:

The Chair is a member of the Arts Commission and has the key role. The Chair ensures that the Commission functions properly and that there is full participation by Commissioners during meetings, that all relevant matters are discussed, and that effective decisions are made.

The role of the Chair can be time consuming, with work between meetings, external representation of the Commission body, and working with staff. Chairing the Arts Commission requires diplomatic and leadership skills of a high level.

The Chair's term will be two years.

Duties of the Chair:

- Chair will provide leadership. To do this effectively, the Chair must be an effective strategist and a good networker.
- The Chair is responsible for working with the Arts Liaison and Assistant Municipal Counselor to make sure that each meeting is planned effectively and conducted in accordance with the enabling ordinance and Roberts Rules of Order, and that Commission matters are dealt with in an orderly, efficient manner.

Specific Duties of the Chair during Arts Commission Meetings:

- Open the meeting and state time for the record.
 - Initiate roll call.
 - Dismiss members by adjourning the meeting should quorum not be met, or should quorum be lost due to absence of members at any time during meeting.
 - Explain procedures and time limitations.
 - Initiate movement through the Agenda.
 - Call for an applicant to address the Committee to present an application.
 - Ask for speakers wishing to address the Committee regarding an item on the Agenda.
 - Maintain order at all times.
 - Enforce time limitations when necessary.
 - Encourage/initiate action where appropriate*.
 - Limit questions and responses to material relevant to case/items for discussion.
 - Encourage/call for motions when appropriate.
 - Recognize motions made by Commissioners.
 - Ensure that staff has notated motions and member responses.
 - Adjourn meeting.
- The Chair works with staff to build and lead the team of Arts Commissioners and makes appointments to Ad Hoc Committees, as needed to conduct the business of the Arts Commission and to implement the various Plan and Study recommendations to advance Arts and Culture for The City of Shawnee.
 - The Chair works with the Arts Liaison to provide leadership support to the appointed Chairs to the various Arts Commission committees as needed.

- The Chair represents the Arts Commission as its figurehead and may from time to time be called upon to represent the Commission as a spokesperson before the City Council or in other forums, functions, and meetings and serves as an advocate for Arts and Culture in the community.

ROLE OF THE VICE CHAIR:

The Vice Chair is a member of the Arts Commission who will be considered first as the immediate successor to the Chair when the Chair's term as Chair has ended.

The Vice Chair also serves as Chair, who can act for and assist the Chair in performing the Chair's duties during the Chair's absence.

The Vice Chair's term will be two years.

ROLE OF THE COMMISSION ADVOCATE (formerly known as Secretary):

The Commission Advocate is a member of the Arts Commission who is elected to play an advocacy role at the local and state levels.

The Commission Advocate will also provide advocacy leadership for the annual State of Oklahoma's Arts Day at the Capitol in May.

The Commission Advocate's term is one year but may be reappointed.

Regular Board of Commissioners Amended

13.

Meeting Date: 03/01/2021

Ordinance

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration of an ordinance of the City of Shawnee, Oklahoma amending Article IV [Sewers], of Chapter 26 [Utilities] of the Shawnee Municipal Code to regulate the use of fats, oil, and grease interceptors and water, oil, sand, or grit separators; and also providing for severability, codification, and repealer; and declaring an emergency.

Attachments

Ordinance

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF SHAWNEE, OKLAHOMA AMENDING ARTICLE IV [SEWERS], OF CHAPTER 26 [UTILITIES] OF THE SHAWNEE MUNICIPAL CODE TO REGULATE THE USE OF FATS, OIL, AND GREASE INTERCEPTORS AND WATER, OIL, SAND, OR GRIT SEPARATORS; AND ALSO PROVIDING FOR SEVERABILITY, CODIFICATION, AND REPEALER; AND DECLARING AN EMERGENCY.

WHEREAS, the City Commission has determined that an amendment to its Code of Ordinances must be made for the more efficient and practical operations for the City of Shawnee;

WHEREAS, It is the intent of the City Commission in enacting this ordinance, to provide for the public health, safety, and welfare by regulating the use of Fats, Oil, and Grease Interceptors and Water, Oil, Sand, or Grit Separators; by protecting the City sewers from rapid deterioration; and by affirming and promoting a safe environment in the City of Shawnee.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION FOR THE CITY OF SHAWNEE, POTTAWATTOMIE COUNTY, STATE OF OKLAHOMA AS FOLLOWS:

SECTION I: Amendatory. Article IV [“Sewers”], of Chapter 26 [“Utilities”] of the Shawnee Municipal Code is hereby amended to read as follows:

Sec. 26-273. – Fats, oil, and grease interceptors/water, oil, sand, or grit separators

Summary

The purpose of Sec. 26-273 is prevention of disposal of fats, oils, grease, trash, sand, or grit into the sanitary sewer which can result in the loss or suspension of the Waste Water Treatment Plants’ State-issued permit to discharge finished water into the North Canadian River or to land apply finished biosolids.

Definitions

Unless otherwise stated in context of this article, terms and abbreviations have these meanings.

- 1) **Twenty-five percent (25%) rule.** Floating grease and bottom sludge combine to displace at least one-quarter of the tanks total depth when determined by appropriate measuring device.
- 2) **Bypass.** Overflow of any amount from city sanitary sewer collection system.
- 3) **Decanting.** Practice of returning wastewater back into grease trap/interceptor, oil/water separator or grit trap after vacuuming. Additionally, removing vacuumed waste from the hauler’s vehicle into interceptor outlet, sanitary sewer manhole, storm sewer, or any other means.
- 4) **Director.** City Utility Director. Director may delegate specified authority to any personnel of the Shawnee Municipal Authority.
- 5) **Domestic User.** Residential unit discharging domestic sewage into a sanitary sewer system.
- 6) **Generator.** Facility or business, including mobile sources, owning or operating a grease trap/interceptor, oil water separator and/or grit trap that contributes FOG, grit, or other solids discharged to the city sanitary sewer system. Facilities include, but are not limited to: restaurants, food manufacturers, food processors, hospitals, hotels, motels, caterer, prisons, schools, nursing homes, churches, day cares, and any other facility preparing, serving or otherwise making food available for consumption. Additionally, a generator can be defined as oil change garages, auto/motorcycle/boat repair garages, fleet vehicle service and washes, tire change garages, car and truck washes (one bay to multiple bays) both automated and human operated, car or truck rental facilities with one or more

wash bays, or vehicle dealerships with wash bays or service centers. Domestic users are exempt and are not defined as generators.

7) **Fats, oils and greases (FOG).** Organic polar compounds derived from animal and/or plant sources that contain multiple carbon chain triglyceride molecules.

8) **Solids, grit, sand.** Materials deposited in an interceptor from facility wastewater. Examples include but are not limited to sand and dirt from a car wash or automotive service centers of any kind or materials and liquids dumped from floor sweeping machines.

9) **Food Service Establishment (FSE).** Generator that specifically prepares food.

10) **Grease trap/interceptor.** Device designed to collect, contain, or remove wastes, solids, sand, grit, fatty oil, or grease from or generated by food preparation activities, automotive service, or car wash facilities. This description is also known as oil/water separator or grit trap.

11) **Notice of Violation.** Document issued detailing violations of city code or ordinances.

12) **Shawnee Municipal Authority (SMA).** Utility and maintenance division of the City of Shawnee.

13) **Single Service Kitchen.** Facility where food is never prepared or cooked, but is heated and served using disposable packaging, plates, cups, bowls, or other containers which are disposed of in the trash or taken with the consumer off premises. Single Service Kitchens have no cooking utensils, serving plates, pots, pans, eating utensils, bowls, or any other serving implement that must be washed after used.

14) **Commercial Kitchen.** Facility where food is prepared or cooked. Utensils and equipment can include pots, pans, trays, baking sheets, ingredient containers, deep fryers, ovens, or any other non-disposable implement. Utensils or serving mode used by customers can be one-time use or washable.

Section 1 - Requirements for Generators

Generators must have grease traps or grease interceptors properly installed in accordance with any and all applicable requirements of this Code. Domestic Users are exempt.

A. All facilities requiring a grease trap/interceptor will refer to the Shawnee City Code.

B. Existing Facilities are permitted to operate and maintain existing grease interceptors/traps, provided they are of appropriate size and in efficient operational condition. If the trap or interceptor breaks the 25% rule even after applying the most frequent pump out requirements, it is insufficient and must be replaced regardless of age or condition.

Section 2 - Modifications and upgrades.

Existing generators and prospective businesses may be required to modify, repair, or install a new grease trap/interceptor when any one or more conditions exist:

A. Facility has been found to be contributing FOG or solids to the sewer due to the lack of an interceptor or insufficient sizing of an existing interceptor.

B. Facility has a defective/irreparable grease trap/interceptor.

C. Remodeling, upgrade, or expansion of a food preparation area/kitchen changing the nature of waste or type of food as appearing in Appendix A.

D. Facility is sold or undergoes a change of ownership changing the nature of waste or type of food as appearing in Appendix A. A properly sized interceptor must be installed to operate the facility regardless of size of old interceptor or absence of interceptor under previous ownership.

E. The facility has a septic tank (single chamber, in-ground concrete unit) acting as an interceptor. The date the septic tank was installed does not exempt existing septic tank units being used as an interceptor from this replacement requirement. Septic tanks are prohibited for use in place of a proper grease interceptor.

F. A prospective location for a new business in an existing facility that has no interceptor or an existing interceptor of insufficient size for the generator classification as appearing in Appendix A of new business. Additionally, an existing location that will fall under the definition of generator once occupied by a new business type, will be required to install an interceptor of the type specified by Appendix A.

NOTE: There are no exceptions to sizing for a particular industry or food service due to financial hardship or available square footage for an interceptor. If there is insufficient space for an interceptor for a prospective new business, then the business cannot operate at that location.

Section 3 - Maintenance

A. The minimum cleaning frequency for grease traps/interceptors in all FSEs is every 90 days. The minimum cleaning frequency for all other non-food service generators is once per year. However, utilizing the 25% rule will determine if more frequent cleaning intervals may be necessary to prevent introduction of FOG, sand, grit, or other solids into the sanitary sewer system from any type of generator.

B. Enzymes, bacteria, or surfactants shall not be used in grease interceptors, traps, or drains.

C. It is mandatory that all grease traps/interceptors be serviced by a professionally licensed and permitted waste hauler. Self-cleaning is not permitted.

D. Large, outdoor grease interceptors must contain at least one baffle wall free of defects and deterioration, inlet and outlet sanitary Ts with a downpipe that is no more than 18" from the bottom of the interceptor, properly-fitted metal manholes, walls, and floor that are free of deterioration or holes causing loss of liquid from the interceptor. These defects can be revealed during annual inspection or reported by the grease hauler to City employee for inspection. Large, outdoor interceptors that drain from the bottom of the outlet side are prohibited.

E. Liquid and grease found to be overflowing from the manhole of an outdoor interceptor is a bypass. Bypasses are prohibited and subject to a Notice of Violation. The cause of the bypass must be determined and repaired as outlined in the Notice of Violation.

F. Indoor traps must be a minimum of 25 gallons per minute in size, and must have a flow control valve and air admittance valve installed.

Section 4 – Requirements for Haulers

A. Haulers must inform the City of Shawnee the day that they are in town performing pumping of any interceptor/trap to allow the City representative time to see the interceptor/trap without its contents for the purpose of inspection. Each hauler will be given instructions and contact information. Failure to contact the City will result in loss of working privileges in the City of Shawnee.

B. Decanting by haulers is prohibited. Once waste is vacuumed into a hauler's vehicle, it must remain on the vehicle and removed from town. Placing hauled waste back into the interceptor, interceptor outlet, manhole, storm sewer, and any other means of removing hauled waste from the hauler's vehicle once pumped is prohibited. Failure to comply will result in loss of working privileges in the City of Shawnee. If illegal dumping is observed by law enforcement, prosecution will result.

Section 5 - Manifest of Hauled Wastewater

A. A manifest will be used to track grease interceptor/trap waste from initial generation to final disposal facility. Haulers are responsible for preparing manifests. Hauler will ensure

forms are completed entirely, keeping a copy for his/her files, leave appropriate copy with generator, and email a completed copy to SMA at the end of each month. All generators and haulers will keep copies of manifests on file for a time period of at least three (3) years per pump event. Manifests will be kept in a conspicuous location and will be immediately available to city officials. If the manifest requires return to a corporate office, a photocopy must be kept in the facility where the interceptor is installed. Haulers will provide their own hauling manifests. Haulers will email a copy to the Industrial Pretreatment Coordinator.

Section 6 - Dissolution/Closing of business

A. Before a business dissolves/closes, all grease interceptors/traps must be pumped out and cleaned. Before a proprietor vacates premises, an inspection and approval from a city representative is required. Those in violation will be subject to enforcement action including, but not limited to, citations, penalties, or fines.

Section 7 - Violations and Enforcement

Violations

A. Recovery of Costs incurred. Any person or establishment violating provisions of this article, causing damage, otherwise inhibiting, city sanitary sewer collection system and /or POTW will be liable for any expense, loss, or damage caused by such violation or discharge. Costs incurred (by the City) for cleaning, repair, or replacement work as a result of violations will be added to the water bill of the responsible business. Failure or refusal to pay the assessed costs may result in a citation being issued, further fines, and termination of water/sewer service until fees are paid by the generator.

B. Any facility with or without a grease trap/interceptor causing a bypass due to facility's discharge of FOG will be liable to the city for any expense, loss, or damage incurred. Any facility without a grease trap/interceptor will be evaluated and determined if an interceptor is required. The facility will install, operate, and maintain the system before business/operations will be allowed to continue.

C. Any facility whose discharge causes a city main to become restricted and/or require flushing due to FOG, wet wipes and/or paper towels, or any other material, will be liable to the city for any expense, loss or damage incurred.

D. Automotive facilities with a car wash failing to maintain a grease interceptor/oil water separator/grit separator with regular pump outs for sand or grit will be responsible for repair costs of the nearest lift station pump disabled by sand or grit introduced into the sanitary sewer.

E. Waste vacuumed into a hauler's vehicle becomes the property of the hauler, and must be removed from the City of Shawnee when work is complete. Haulers found to be decanting or dumping tankers into the sanitary sewer system via reintroduction into the interceptor, sanitary sewer manholes, storm drains, or any other means are subject to prosecution and loss of work privileges in the City of Shawnee. Loss of hauled waste onto the ground, street, parking lot, or any other surface either accidentally or purposely is a bypass, and must be immediately removed at the hauler's expense.

Section 8 - Enforcement

A. Violations and fines. It shall be unlawful and an offense to violate or fail to comply with any of the requirements of this article. Upon conviction, the penalty shall be a fine of one thousand (\$1,000.00) dollars per day for each day the violation continues, court costs, or prosecution.

B. Generators are responsible for properly maintaining grease traps/interceptors and scheduling service and pump outs. Annual inspections will be conducted by the SMA Pretreatment Coordinator.

APPENDIX A

Section 1 - General Guidelines

- A) If more strict, the following requirements supersede any Plumbing Code concerning the sizing and installation of grease traps, interceptors, or oil/water/grit separators.
- B) Without exception, an interceptor is required by any business defined as a generator.
- C) When determined that an interceptor is required, it must be installed without exception due to any of the following:
 - 1) Financial hardship
 - 2) Space constraints
 - 3) Deconstruction of flooring or pavement indoors or outdoors whether in allies or parking lots
 - 4) Age of business
 - 5) Rental or ownership status (landlords are not responsible for installation or maintenance of interceptors)
 - 6) Size or type previously allowed

Section 2 - Sizing of Interceptors

Part 1 - Indoor interceptors

- A) Indoor interceptors will be assigned to only the following facilities:
 - 1) Single serve dining
 - 2) Coffee shops, donut shops, cold sandwich shops, childcare facilities not serving full meals, snack bars, movie theaters, convenience stores, churches, and grocery store butchers or delis. No facility with dining room seating and prepared hot food will be allowed to use an indoor trap of any size regardless of what is currently installed or for how long.
- B) Minimum indoor trap size is 25 gallons per minute with no exception for space available.
- C) Indoor interceptors require a flow control valve and air admittance valve.
- D) Indoor trap Sizing for a single sink or 3 compartment sink (add all three to make one cubic inch measurement) is based on flow in gallons per minute (gpm) and is determined as follows:
 - 1. Calculate the capacity of the sink in cubic inches:
 $\text{___(length) x ___(width) x ___(depth) = ___cu. in.}$
 - 2. Convert the capacity from cubic inches to gallons per minute (gpm):
 $\text{___ cu. in. / 231 = ___ gpm.}$
 - 3. Adjust _____ for _____ displacement:
 $\text{___ gpm x 0.75 = ___ gpm.}$

Example:

Three compartment pot sink, each compartment 12" x 12" x 15"

- 1. 12" x 12" x 15" = 2160 cu. in. x 3 comp. = 6480 cu. in.
- 2. 6480 cu. in. / 231 = 28 gpm.
- 3. 28 GPM x .75 = 21 gpm.

This example results in the minimum allowed trap of 25 gpm.

Part 2 - Outdoor interceptors

- A) Outdoor interceptors of the minimum size of 1,000 gallons capacity are required for any generator not included in Appendix A, Section 2, Indoor Interceptors, Part A. The minimum applies to new construction and existing non-compliant businesses. All car washes must install a minimum of a 2,000 gallon interceptor for the facilitation of grit, sand, oil, and grease without exception to size of tunnel or number of wash bays.
- B) Generators that have a corporate standard larger than 1,000 gallons, may install that standard to avoid breaking the 25% rule. Facilities that typically require greater than a

1,000 gallon interceptor include large buffets and tunnel car washes. Exceeding the 25% rule will require more-frequent pump outs as determined by the City of Shawnee. Builders may use their best judgement to avoid under-sizing.

- C) Outdoor grease interceptors must contain at least one baffle wall, inlet and outlet sanitary Ts with a downpipe that is no more than 18" from the bottom of the interceptor, and properly fitted, secured metal manhole covers. Plastic lids are not permitted.
Septic tanks may not be used as an interceptor.

SECTION II: Statutory Construction. It is the intent of the City Commission of the City of Shawnee, Oklahoma to supplement applicable state and federal law and not to duplicate or contradict such law.

SECTION III: Severability. The provisions of this amending ordinance are severable and, if any sentence, provision, or other part of this amending ordinance shall be held invalid, the decision of the court so holding shall not affect or impair any of the remaining parts or provisions of this amending ordinance, or the original ordinance.

SECTION IV: Codification. This amending ordinance shall be codified in the City Municipal Code, and the codifier is authorized to set out the ordinance, as a whole, as appropriate

SECTION V: Repealer. All sections, subsections, clauses, and sentences of existing law in conflict with this ordinance, are repealed.

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

PASSED AND APPROVED this ____ day of _____, 2021.

ED BOLT, MAYOR

ATTEST:
(SEAL)

LISA LASYONE, CMC, CITY CLERK

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

ED BOLT, MAYOR

ATTEST:
(SEAL)

LISA LASYONE, CMC, CITY CLERK

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

JOSEPH M. VORNDRAN
CITY ATTORNEY

Regular Board of Commissioners Amended

14.

Meeting Date: 03/01/2021

Ordinance

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration of an ordinance amending portions of Chapter 25 – Taxation of the Shawnee City Code of Ordinances, by amending Chapter 25 defining permanent resident, providing for exemption, and clarifying timing of payment; providing for repeal; providing for severability; providing for codification; and providing an effective date.

Attachments

Memo

Ordinance



To: Shawnee City Mayor and Commission,

From: Ashley Neel
City Treasurer/Finance Director

Subject: Ordinance Amending Occupancy Surcharge Definitions and Administration

This amendment updates the Occupancy Surcharge ordinance to add a definition of permanent resident and provide clarification of due dates.

Regarding the exemption for long-term occupants, under current code, the surcharge is not assessed “where an occupant rents the room for a period in excess of 30 days.” Beginning with the 2014 Hotel/Motel Tax Consulting Project, Crawford & Associates has repeatedly advised the city to clarify how this exemption works in operation. Under the proposed amendments, the thirty days is counted one of two ways, number of days stayed, or number of days booked.

- If an individual has resided in a room for at least 30 days without interruption, they are exempt from the occupancy surcharge and are entitled to the exemption retroactively to the first day of residency.
- If an individual has booked a room for at least 30 days, they are also exempt from the occupancy surcharge.

A stay is defined as continuous. Any break disqualifies the individual from being considered a permanent resident.

Furthermore, there has been some confusion regarding the calculation of late charges on past due payments. At this moment, the ordinance states payments are due on the 1st of the month following collection but will not be counted as late until after the 20th of that month. It then goes on to state that the penalty is 10% unless the payment is paid more than 30 days after the due date. If paid more than 30 days after the due date, the penalty switches to 25%. This language has caused more than one hotel operator to pay the incorrect amount assuming it meant 30 days from the 20th not the 1st. The amendment clarifies when the 10% and 25% penalties apply. These changes will not increase the penalties assessed or shorten the timeframe but only reflect current operations.

ORDINANCE NO. _____

AN ORDINANCE AMENDING PORTIONS OF CHAPTER 25 – TAXATION OF THE SHAWNEE CITY CODE OF ORDINANCES, BY AMENDING CHAPTER 25 DEFINING PERMANENT RESIDENT, PROVIDING FOR EXEMPTION, AND CLARIFYING TIMING OF PAYMENT; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COMMISSIONERS OF THE CITY OF SHAWNEE, OKLAHOMA THAT CHAPTER 25 OF THE CITY CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

SECTION 1. That Chapter 25, Article IV, Section 25-227 of the Code of the City of Shawnee, Oklahoma, is hereby amended to read as follows:

Sec. 25-227. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Hotel or motel means any building, structure, trailer or other facility in which the public may, for consideration, obtain sleeping accommodations in which three or more rooms are used for the accommodation of transient guests, whether such rooms are in one or several structures, and recreational vehicle spaces. The term includes hotels; apartment hotels; motels; tourist homes, houses or courts; lodginghouses; bed and breakfast inns; inns; roominghouses; trailer houses; trailer motels; apartments and sleeping rooms not occupied by permanent residents; recreational vehicle spaces; and all other facilities where rooms or sleeping accommodations or space are furnished for a consideration. The term does not include hospitals, sanitariums, nursing homes, university dormitories or other educational or charitable institutions.

Occupancy means the use or possession of or the right to use or possess any room in a hotel or the right to the use or possession of the furnishings or to the services and accommodations accompanying the use and possession of the room.

Occupant means a person who, for a consideration, uses, possesses or has the right to use or possess any room in a hotel under any lease, concession, permit, right of access, license to use or other agreement.

Operator means any person operating a hotel in this city, including, but not limited to, the owner, proprietor, lessee, sublessee, mortgagee in possession, licensee or any other person otherwise operating such hotel.

Permanent Resident means:

- 1) an individual who has resided in a room in a hotel for not less than 30 consecutive days; or
- 2) an individual who has a current reservation that extends for at least 30 days

Permanent residency ends when any break in such residency occurs.

Rent means the consideration received for occupancy valued in money, whether received in money or otherwise, including all receipts, cash, credits and property or services of any kind or nature, and also any amount for which credit is allowed by the operator to the occupant, without any deduction therefrom whatsoever.

Return means any return filed or required to be filed as provided in this article.

Room means any room of any kind in any part or portion of a hotel which is available for or let out for use or possessed for any purpose other than a place of assembly. As used in this definition, the term "place of assembly" means a room or space which is not capable of being occupied for lodging purposes and which is used for educational, recreational or amusement purposes and includes dancehalls; cabarets; nightclubs; restaurants; any room

or space for public or private banquets, feasts, socials, card parties or weddings; lodge and meeting halls or rooms; skating rinks; gymnasiums; swimming pools; billiards, bowling and table tennis rooms; halls or rooms used for public or private catering purposes; funeral parlors; markets; recreational rooms; concert halls; broadcasting studios; and all other places of similar type of occupancy.

Surcharge means the surcharge levied pursuant to this article.

Treasurer means the city treasurer-finance director.

Sec. 25-269. – Exemptions.

- a) A permanent resident as defined in Section 25-227 provided, any individual who qualifies as a permanent resident shall be entitled to an exemption retroactive to the first day of residency.
- b) Officers, agents, representatives or employees of any government, corporation, organization or association that is legally exempted from state sales taxation or city sales taxation and whose occupancy of the room is required in connection with the official business or affairs of such government, corporation, organization or association shall be exempt from the surcharge levied by this article.
- c) Any persons or groups renting rooms directly related to an organized religious function shall also be exempt.

Sec. 25-274. – Returns.

- a) The surcharge levied under this article shall be due and payable to the treasurer on the twentieth day of each month, except as provided in this article, by any person liable for the payment of any surcharge due under this article. For the purpose of ascertaining the amount of the surcharge payable under this article, it shall be the duty of all operators, on or before the 20th day of each month, to deliver to the treasurer, upon forms prescribed and furnished by him, returns, under oath, showing the total number of rooms occupied per night during the preceding calendar month. Such returns shall show such further information as the treasurer may require to correctly compute and collect the surcharge levied. In addition to the information required on returns, the treasurer may request and the operator shall furnish any information deemed necessary for a correct computation of the surcharge levied. Such operator shall compute and remit to the treasurer the required surcharge due for the preceding calendar month. The remittance of the surcharge shall accompany the returns required under this article. If not paid on or before the 20th of each month, the surcharge shall be delinquent after such date.
- b) The treasurer may permit or require returns to be made by shorter or longer periods and upon such dates as he may specify. The form of return shall be prescribed by the treasurer and shall contain such information as he may deem necessary for the proper administration of this article. The treasurer may require amended returns to be filed within 20 days after notice, which amended return shall contain the information specified in the notice.

Sec. 25-278. Interest and penalties on delinquent surcharge.

- a) If any surcharge levied by this article becomes delinquent, the person responsible and liable for such surcharge shall pay interest on such unpaid surcharge at the rate of one and one-half percent per month on the unpaid balance from the date of delinquency.
- b) In addition to the interest, if a return is not filed and the total amount of surcharge due remitted within 10 days from the due date as defined in this article, a penalty of ten percent of the total amount of surcharge due shall be assessed; if a return is not filed and/or the total amount of the surcharge is not paid more than 10 days from such due date, the penalty shall increase to 25 percent of the total amount of surcharge due.

SECTION 2: REPEALER. All sections, subsections, clauses, and sentences of existing law in conflict with this ordinance are repealed.

SECTION 3: CODIFICATION. This Ordinance shall be codified in the Shawnee Municipal Code, and the codifier is authorized to set out the ordinance as appropriate.

SECTION 4: SEVERABILITY. The provisions of this ordinance are severable and, if any sentence, provision, or other part of this Ordinance shall be held invalid, the decision of the court so holding shall not affect or impair any of the remaining parts or provisions of this ordinance.

SECTION 5: EFFECTIVE DATE. This ordinance shall take effect and be in full force and effect after its passage on April 1, 2021.

PASSED AND APPROVED this ____ day of _____, 2021

ED BOLT, MAYOR

ATTEST:
(SEAL)

LISA LASYONE, CMC, CITY CLERK

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

JOSEPH M. VORNDRAN
CITY ATTORNEY

Regular Board of Commissioners Amended

15. a.

Meeting Date: 03/01/2021

Budget Amendment

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

General Fund 001 – To adjust the City Manager and Fire Department budgets to account for changing needs.

Attachments

General Fund BA

City of Shawnee
2020-2021 Budget Amendment
GENERAL FUND

Estimated Revenue, Fund Balance, or Transfers IN

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

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance	Amount of	Balance
					Before Amendment	Increase (Decrease)	After Amendment
001	5-0710-53020			REPAIR & MAINT. - BLDGS	20,000.00	(10,000.00)	10,000.00
001	5-0720-53020			REPAIR & MAINT. - BLDGS	6,500.00	9,000.00	15,500.00
001	5-0730-53020			REPAIR & MAINT. - BLDGS	4,000.00	1,000.00	5,000.00
001	5-0720-51400			TUITION ASSISTANCE	31,000.00	(3,000.00)	28,000.00
001	5-0720-53510			SOFTWARE SUPPORT CONTRACTS	22,684.00	3,000.00	25,684.00
001	5-0720-53400			TRAINING CONFERENCES	6,000.00	(1,500.00)	4,500.00
001	5-0710-52010			OFFICE & COMPUTER SUPPLIES	1,000.00	1,500.00	2,500.00
001	5-0110-53390			OTHER CONTRACTUAL SERVICES	138,380.00	50,000.00	188,380.00
					229,564.00	50,000.00	279,564.00

Approved by the City Commission this

Explanation of Budget Amendment:
Adjust the City Manager and Fire Department budget to account for changing needs.

Approved:

Mayor

Attest:

City Clerk

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

Regular Board of Commissioners Amended

15. b.

Meeting Date: 03/01/2021

Budget Amendment

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Hotel/Motel Surcharge Fund 106 – Providing for remodeling costs.

Attachments

Hotel-Motel BA

City of Shawnee
2020-2021 Budget Amendment
HOTEL/MOTEL SURCHARGE FUND

Estimated Revenue, Fund Balance, or Transfers IN

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
106	48250			REFUNDS & REIMBURSEMENTS	-	25,000.00	25,000.00
				Total	-	25,000.00	25,000.00

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
106	5-0140-54200			CAPITAL OUTLAY-BLDGS & IMPRV	-	35,000.00	35,000.00
					-	35,000.00	35,000.00

Approved by the City Commission this

Explanation of Budget Amendment:
Providing for remodeling costs

Approved:

Mayor

Attest:

City Clerk

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

Regular Board of Commissioners Amended

15. c.

Meeting Date: 03/01/2021

Budget Amendment

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Capital Improvement Fund 301 – To adjust budget for building maintenance and police technology needs.

Attachments

Fund 301

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

Regular Board of Commissioners Amended

16.

Meeting Date: 03/01/2021

Sales Tax and Budget Reports

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Acknowledge monthly Sales Tax and Budget Reports.

Attachments

Sales Tax Report

Budget Report



Date: February 15, 2021
To: Honorable Mayor and City Commissioners
From: Ashley Neel, CPA, Finance Director and City Treasurer
Subject: February Sales and Use Tax Deposit

Sales and Use Tax Collections: The Oklahoma Tax Commission (the “OTC”) collects and enforces collection of sales and use taxes, including special earmarked taxes such as alcohol and tobacco, for the entities responsible for remitting taxes to the City of Shawnee. Entities with monthly tax liabilities exceeding \$2,500 are required to remit tax estimates each month by the 20th; in addition, entities are required to report their final tax collections for the previous month along with a final payment of taxes for the previous month on the 20th. To summarize, tax collections remitted to the City of Shawnee by the OTC in February consist of January estimates and December final reported collections. Any taxes collected for months prior to December will include accrued late penalties and interest.

Sales Tax Collection Allocated by Fund:

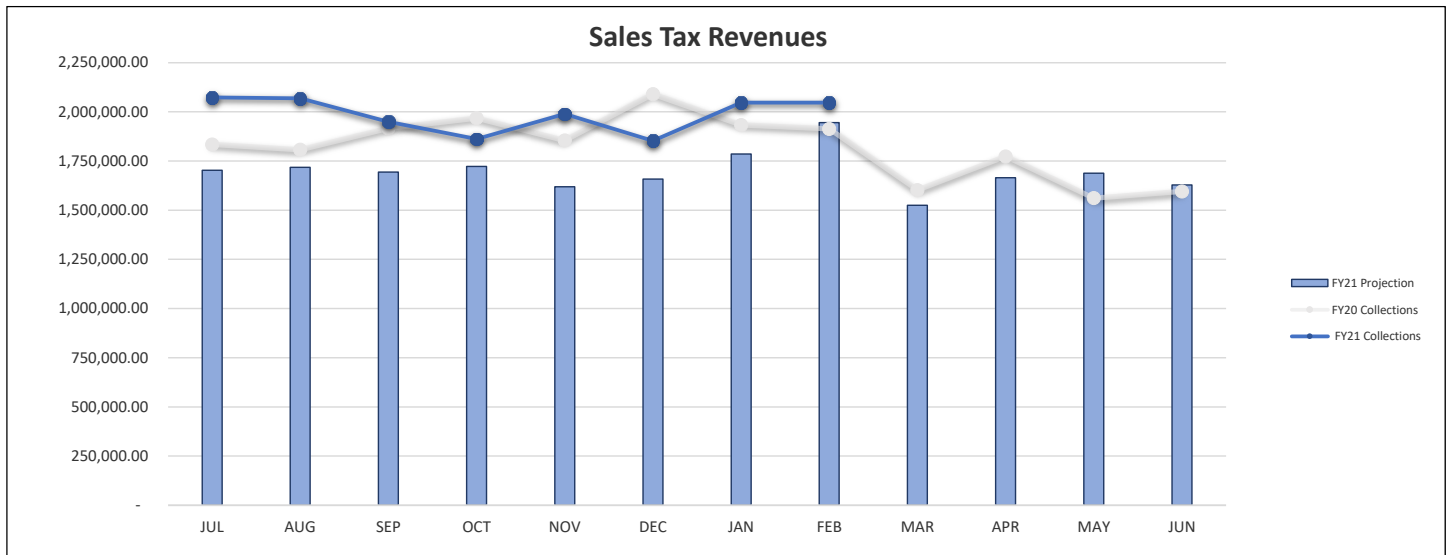
The February sales tax deposit was \$2,046,927.19, including interest of \$1,326.92, to be allocated as follows:

<u>Fund</u>	<u>Allocation</u>
General Fund	\$ 1,169,672.68
2018 Capital Improvements Fund	292,418.17
Capital Improvements Fund	226,624.09
Street Improvements Fund	255,865.89
Economic Development Fund	29,241.82
Police Sales Tax Fund	36,552.27
Fire Sales Tax Fund	<u>36,552.27</u>
Total Sales Taxes Collected	<u>\$ 2,046,927.19</u>

Finance Department Report:

Sales and use tax collections totaled \$2,300,568.87 for February 2021. It should be noted the current sales tax estimate for FY 20-21 is based on a 8.5% reduction compared to the prior year budget. For the year, sales tax collections are up \$ \$2,046,161 or 14.78%, over the projected budget year-to-date. Use tax collections are up approximately \$39,947, or 2.39%, over the projected budget year-to-date.

Fiscal Year 2021 Sales Tax Collections and Performance:

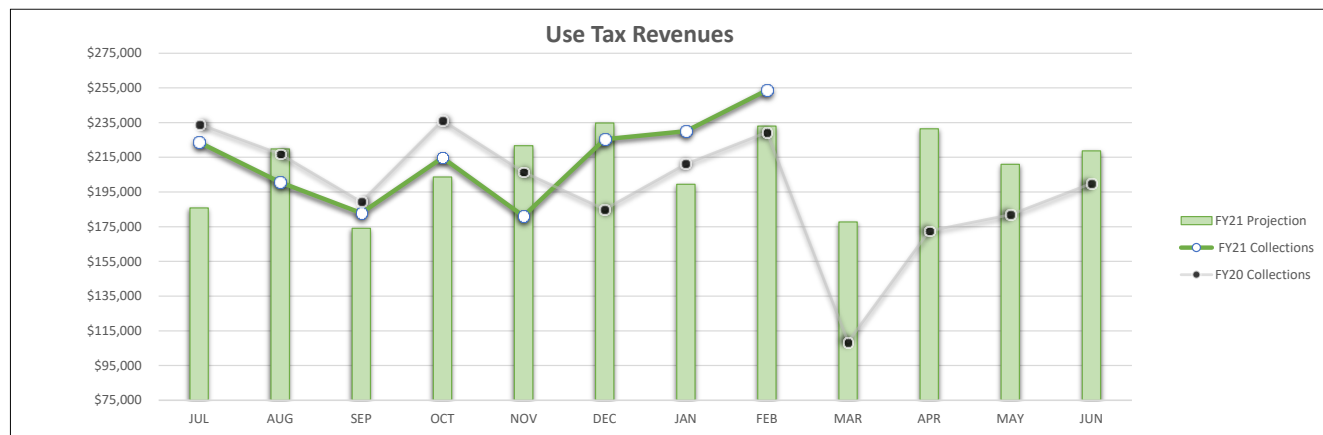


	Projected Budget	Actual	Amount Variance	Percentage Variance
Sales Tax Receipts (February 2021):	\$ 1,945,346	\$ 2,046,927	\$ 101,581	5.22%
Sales Tax Receipts (year-to-date):	\$ 13,845,527	\$ 15,891,688	\$ 2,046,161	14.78%

	February 2021	February 2020	Amount Variance	Percentage Variance
Sales Tax Receipts (vs Prior Year):	\$ 2,046,927	\$ 1,913,400	\$ 133,527	6.98%

	Year To Date FY 2021	Year To Date FY 2020	Amount Variance	Percentage Variance
Sales Tax Receipts (vs Prior Year):	\$ 15,891,688	\$ 15,313,207	\$ 578,481	3.78%

Fiscal Year 2021 Use Tax Collections and Performance:



	Projected Budget	Actual	Amount Variance	Percentage Variance
Use Tax Receipts (February 2021):	\$ 233,033	\$ 253,642	\$ 20,609	8.84%
Use Tax Receipts (year-to-date):	\$ 1,672,291	\$ 1,712,237	\$ 39,947	2.39%

	February 2021	February 2020	Amount Variance	Percentage Variance
Use Tax Receipts (vs Prior Year):	\$ 253,642	\$ 229,368	\$ 24,273	10.58%

	Year To Date FY 2021	Year To Date FY 2020	Amount Variance	Percentage Variance
Use Tax Receipts (vs Prior Year):	\$ 1,712,237	\$ 1,708,662	\$ 3,575	0.21%



February 9, 2021

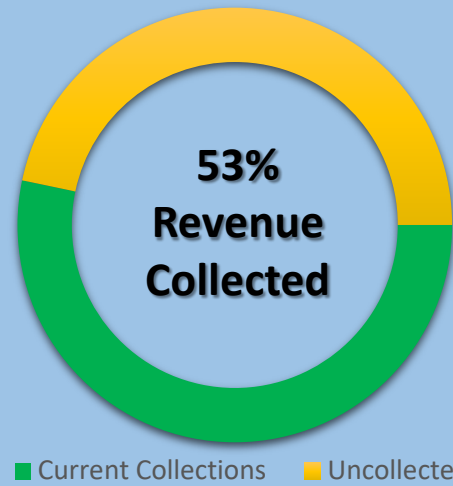
Prepared by Shawnee Finance Department

January 2021 Budget Report

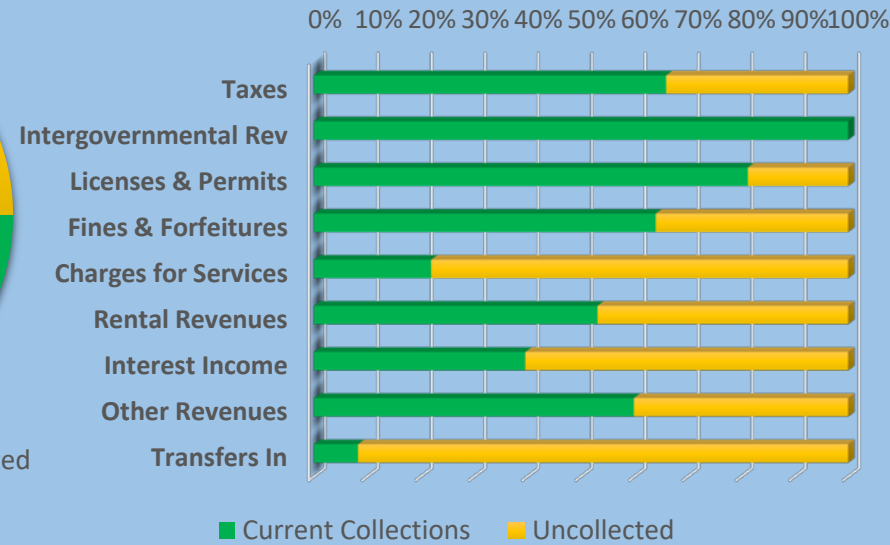
General Fund

Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	14,692,681.82
Expenditures:	12,876,041.40
Difference	1,816,640.42

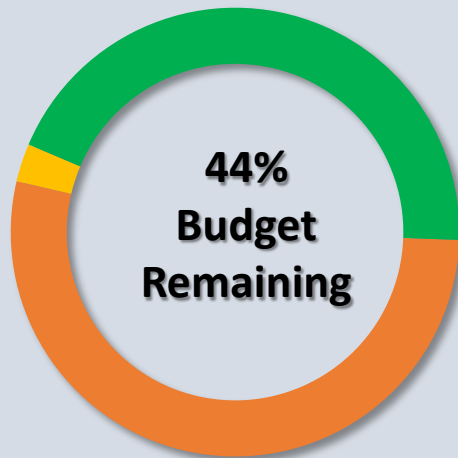
Revenues:



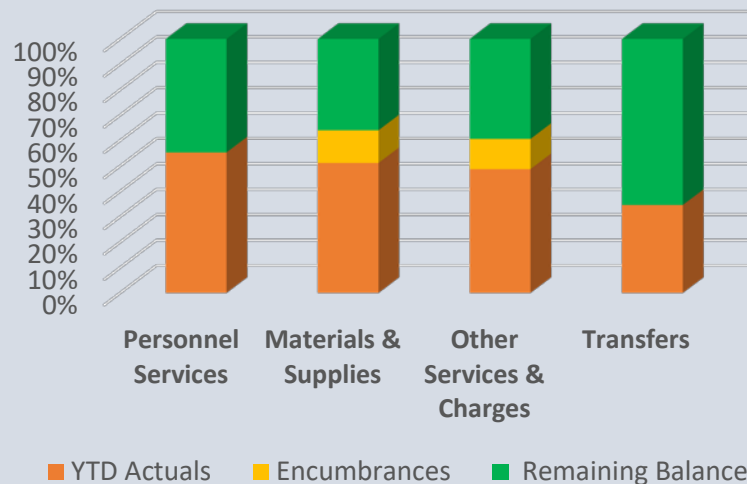
Revenue by Source



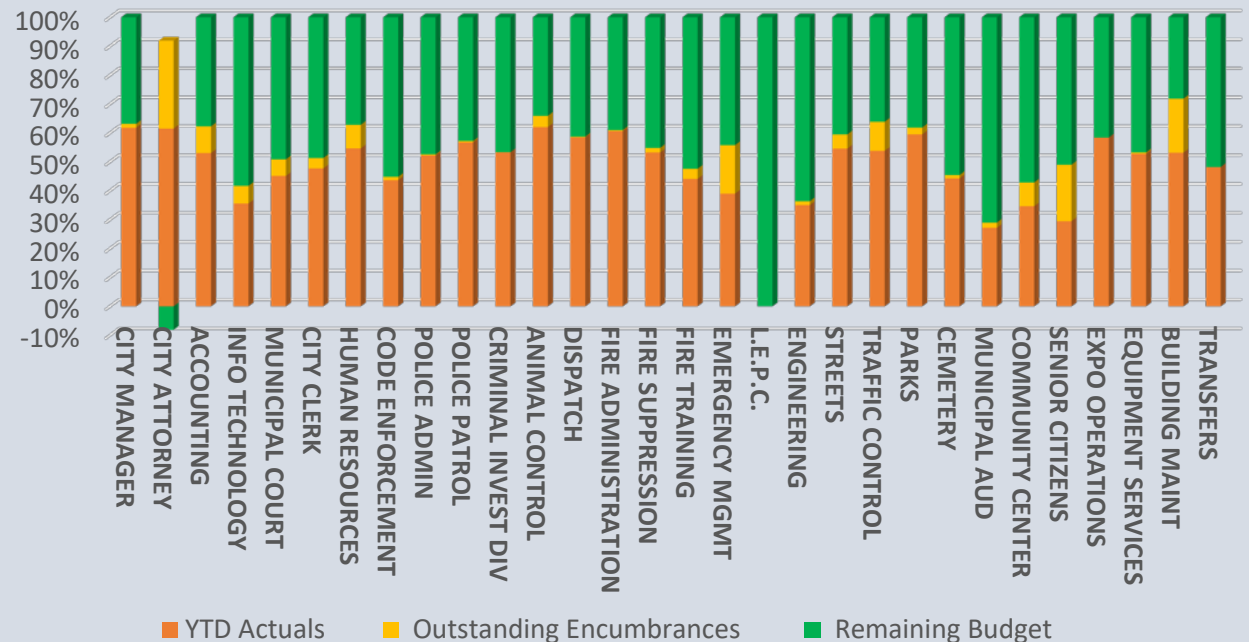
Expenditures:



Breakdown by Account Group



Breakdown by Department



Street & Alley Fund

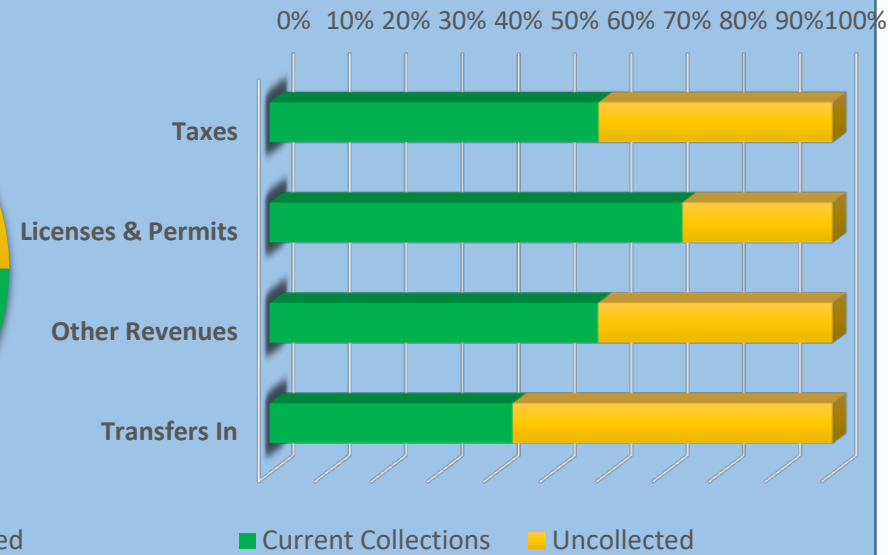
Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	235,493.09
Expenditures:	215,090.50
Difference	20,402.59

Revenues:

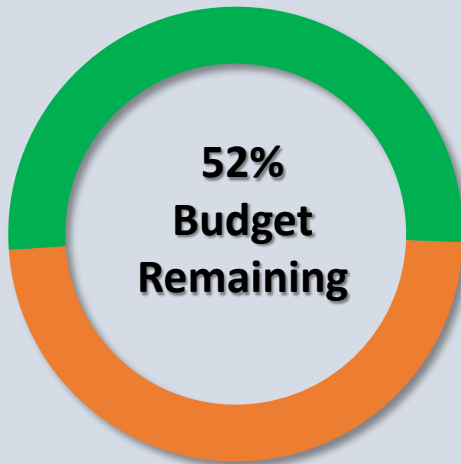


■ Current Collections ■ Uncollected

Revenue by Source

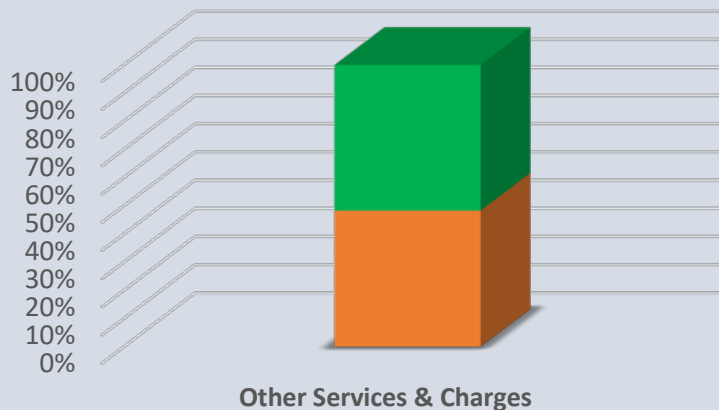


Expenditures:



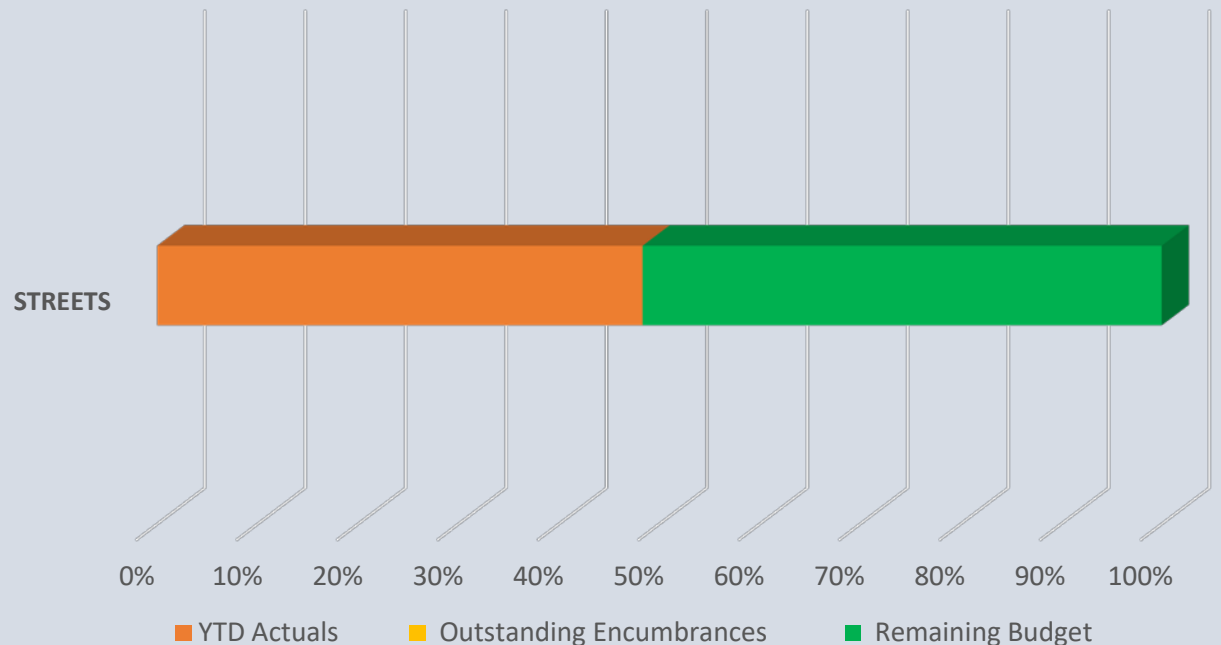
■ YTD Actuals ■ Encumbrances ■ Remaining Budget

Breakdown by Account Group



■ YTD Actuals ■ Encumbrances ■ Remaining Balance

Breakdown by Department



E-911 Fund

Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	163,001.94
Expenditures:	109,449.34
Difference	53,552.60

Revenues:

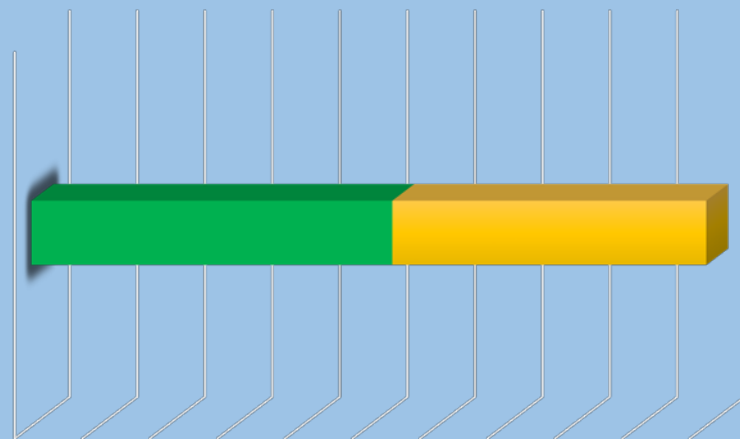


■ Current Collections ■ Uncollected

Revenue by Source

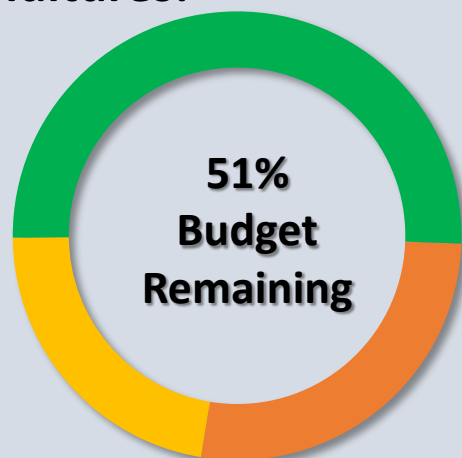
0% 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

Taxes



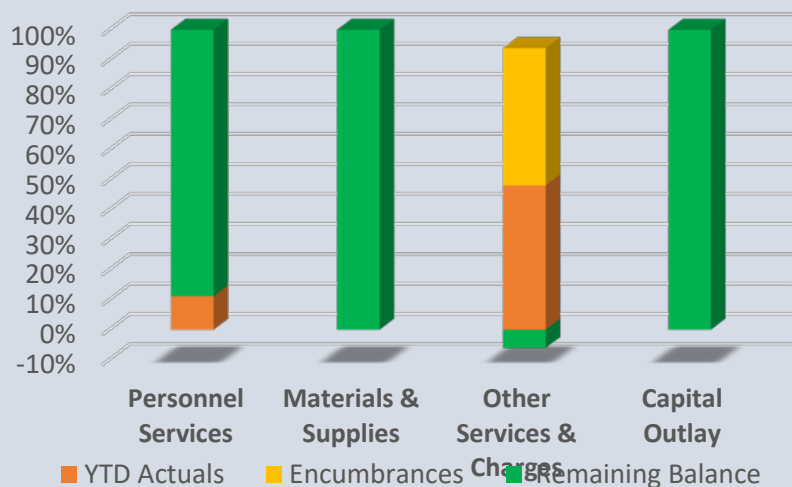
■ Current Collections ■ Uncollected

Expenditures:

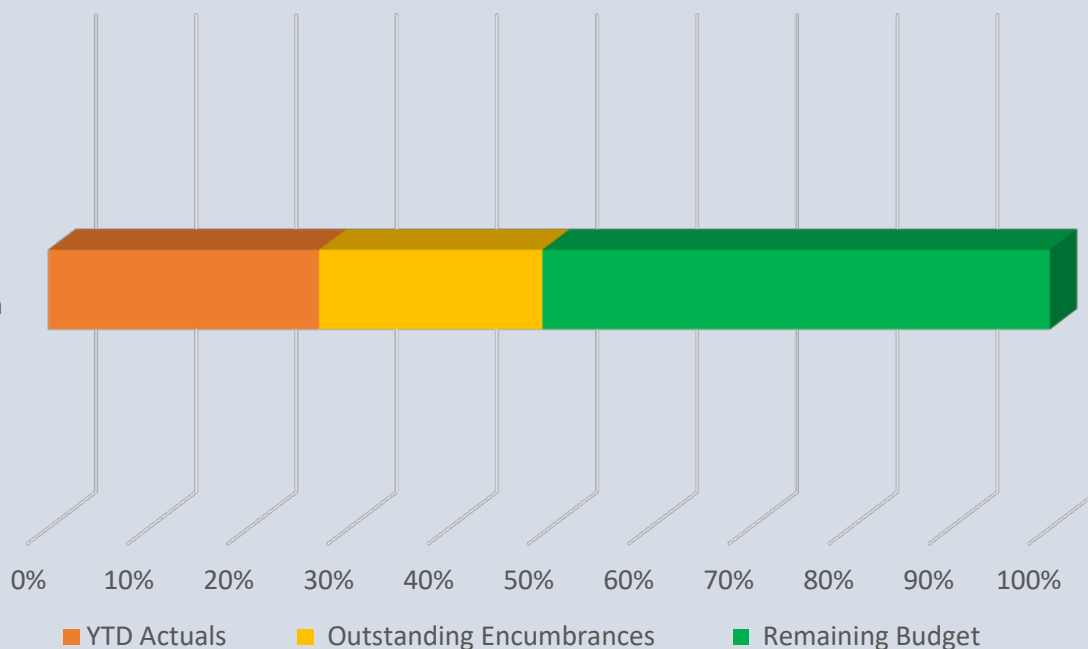


■ YTD Actuals ■ Encumbrances ■ Remaining Budget

Breakdown by Account Group



Breakdown by Department



Revolving Oil & Gas Fund

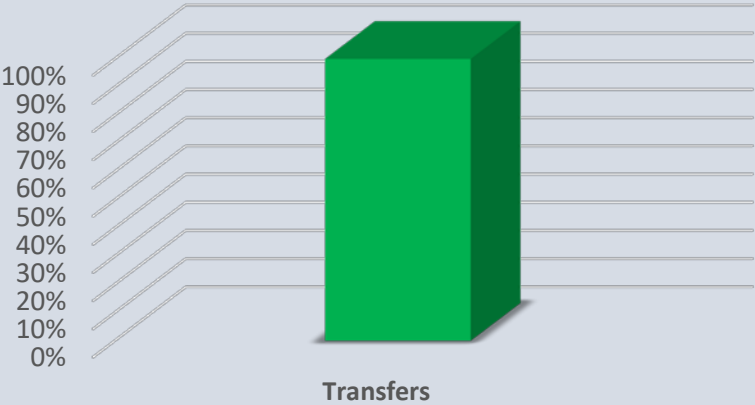
Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	750.00
Expenditures:	0.00
Difference	750.00

Expenditures:



■ YTD Actuals ■ Encumbrances ■ Remaining Budget

Breakdown by Account Group



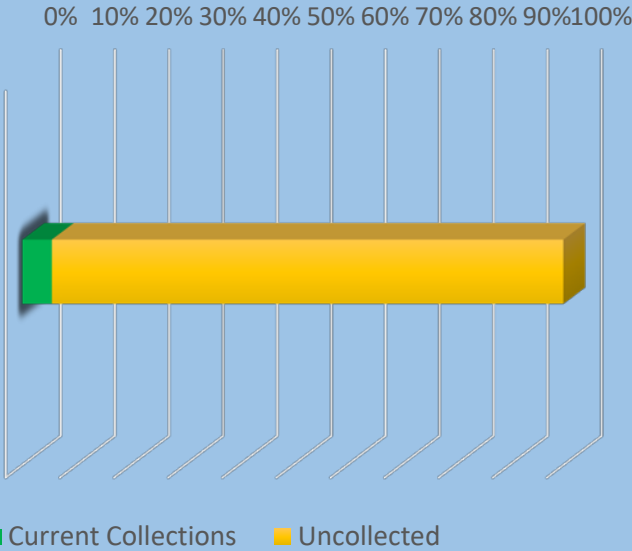
■ YTD Actuals ■ Encumbrances ■ Remaining Balance

Revenues:



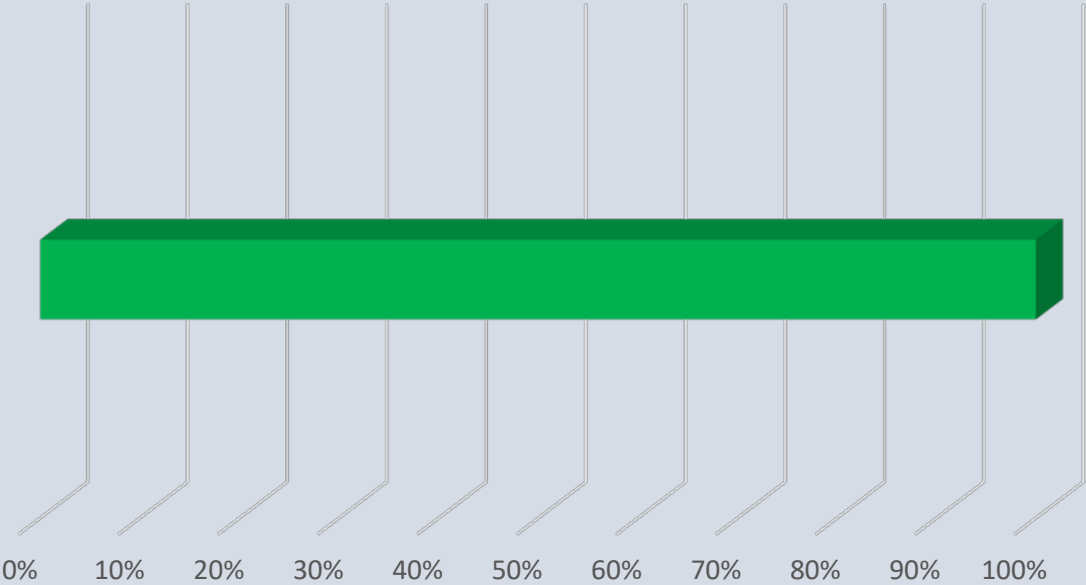
■ Current Collections ■ Uncollected

Revenue by Source



■ Current Collections ■ Uncollected

Breakdown by Department

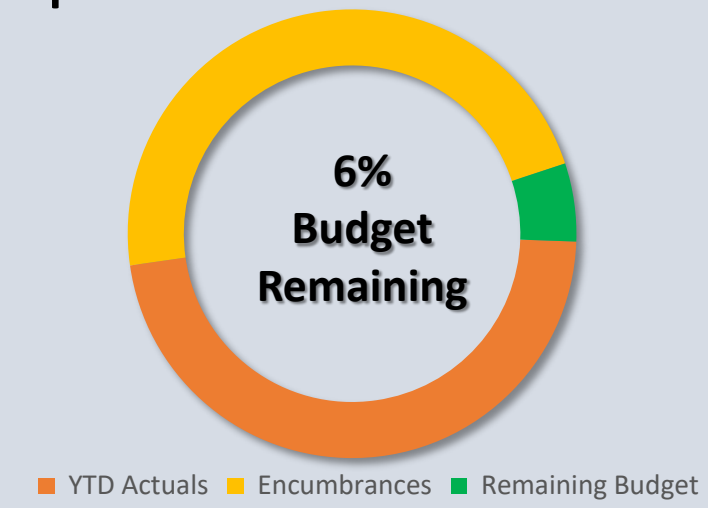


■ YTD Actuals ■ Outstanding Encumbrances ■ Remaining Budget

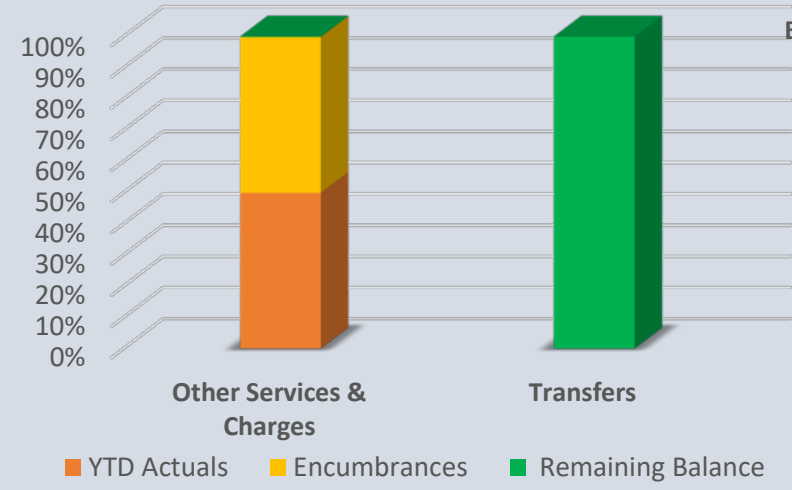
Economic Development Fund

Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	197,782.32
Expenditures:	128,698.20
Difference	69,084.12

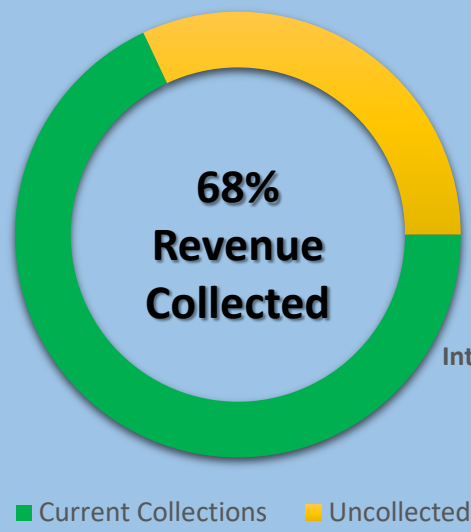
Expenditures:



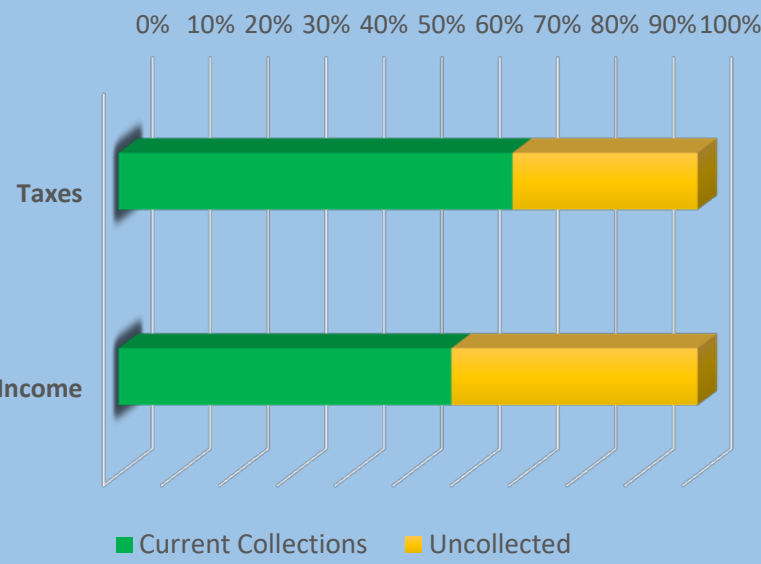
Breakdown by Account Group



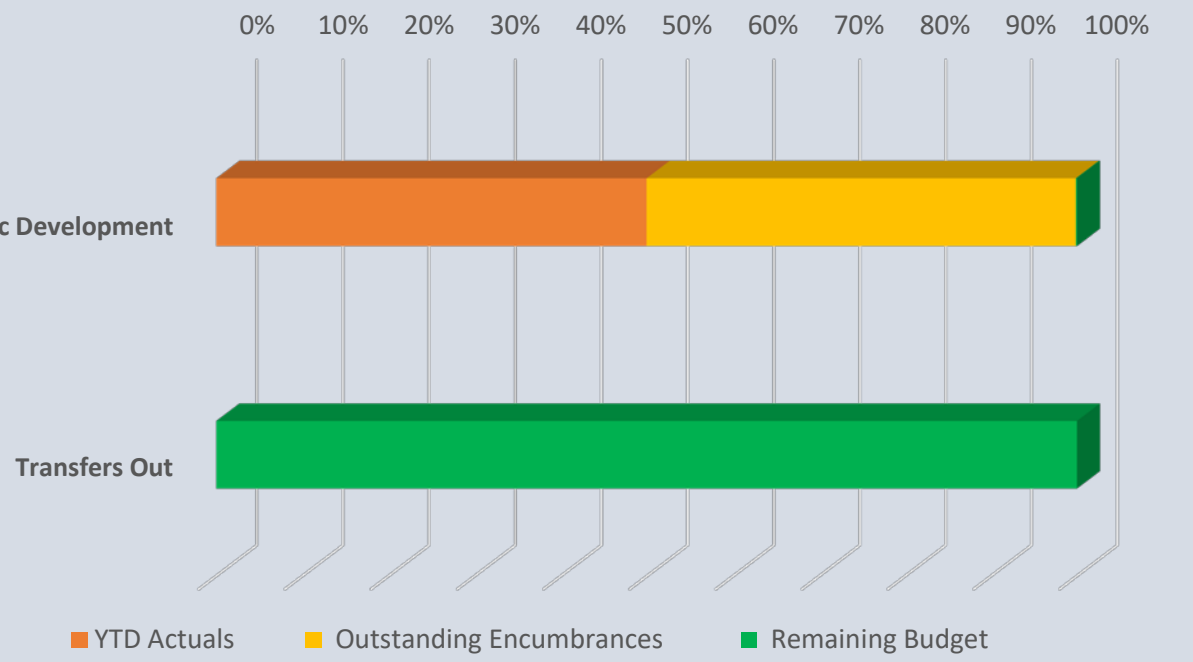
Revenues:



Revenue by Source



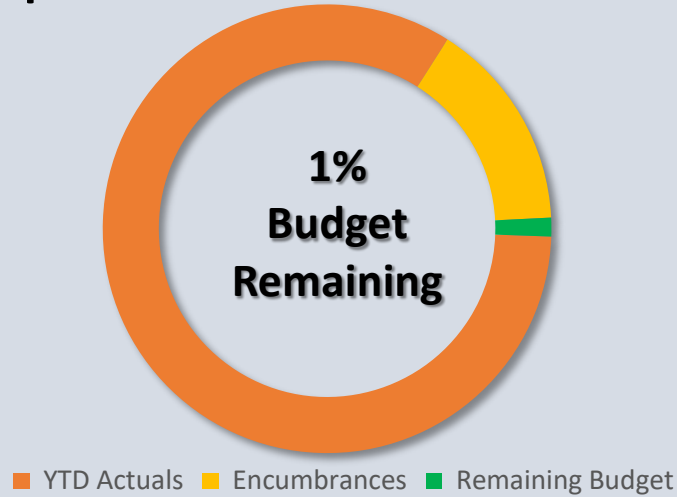
Breakdown by Department



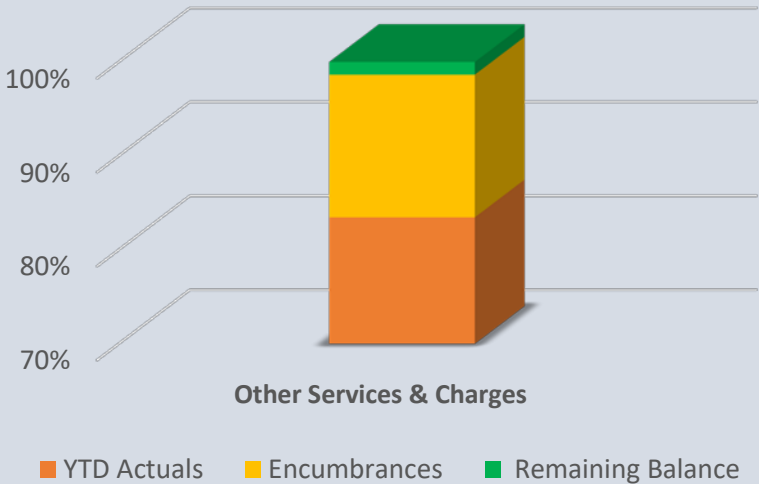
Spay/Neuter Fund

Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	1,735.00
Expenditures:	6,259.80
Difference	(4,524.80)

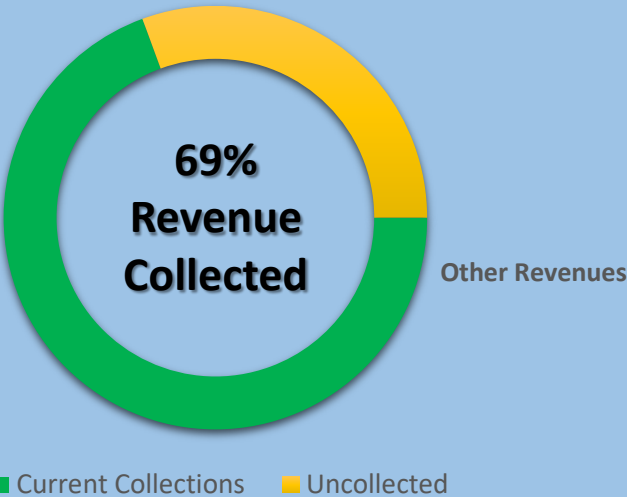
Expenditures:



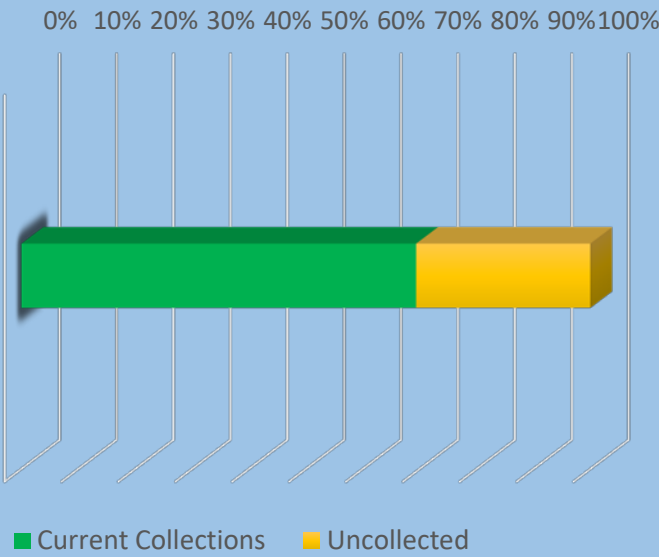
Breakdown by Account Group



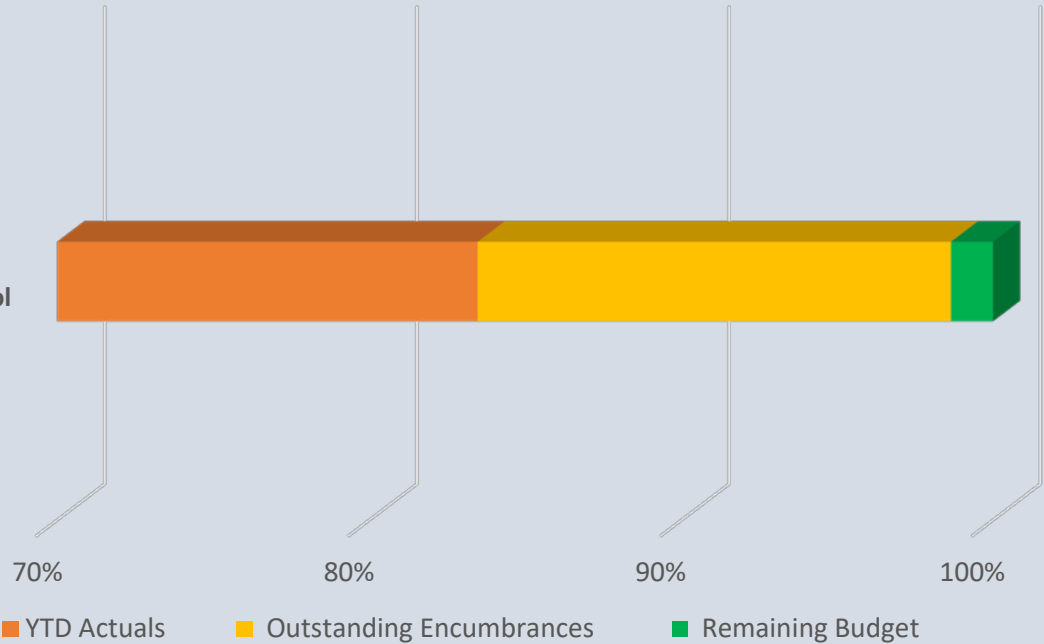
Revenues:



Revenue by Source



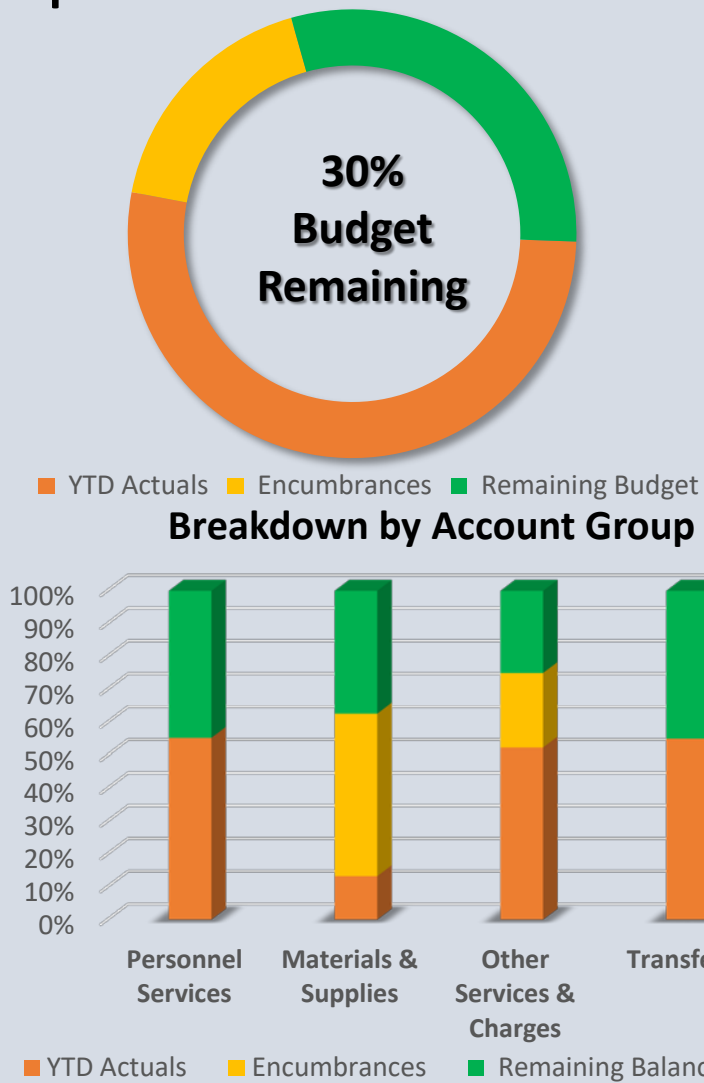
Breakdown by Department



Hotel/Motel Surcharge Fund

Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	258,666.94
Expenditures:	226,492.07
Difference	32,174.87

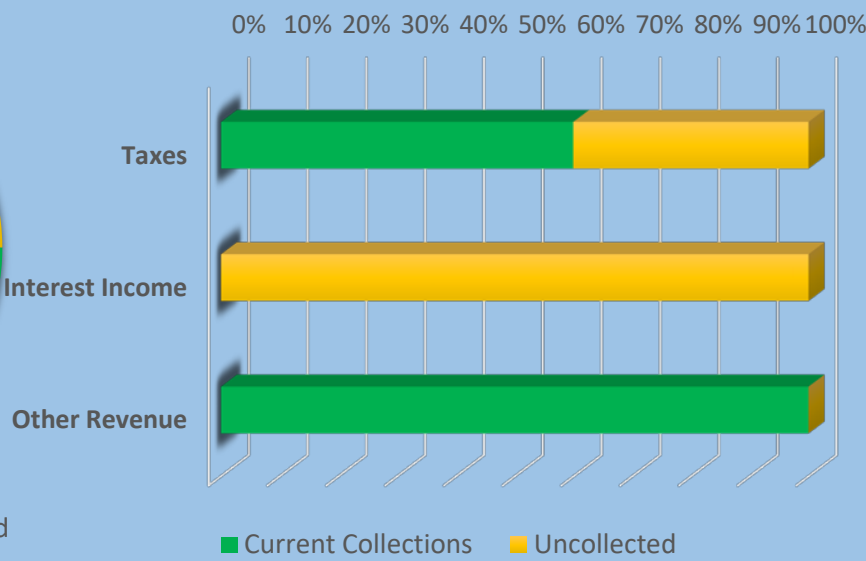
Expenditures:



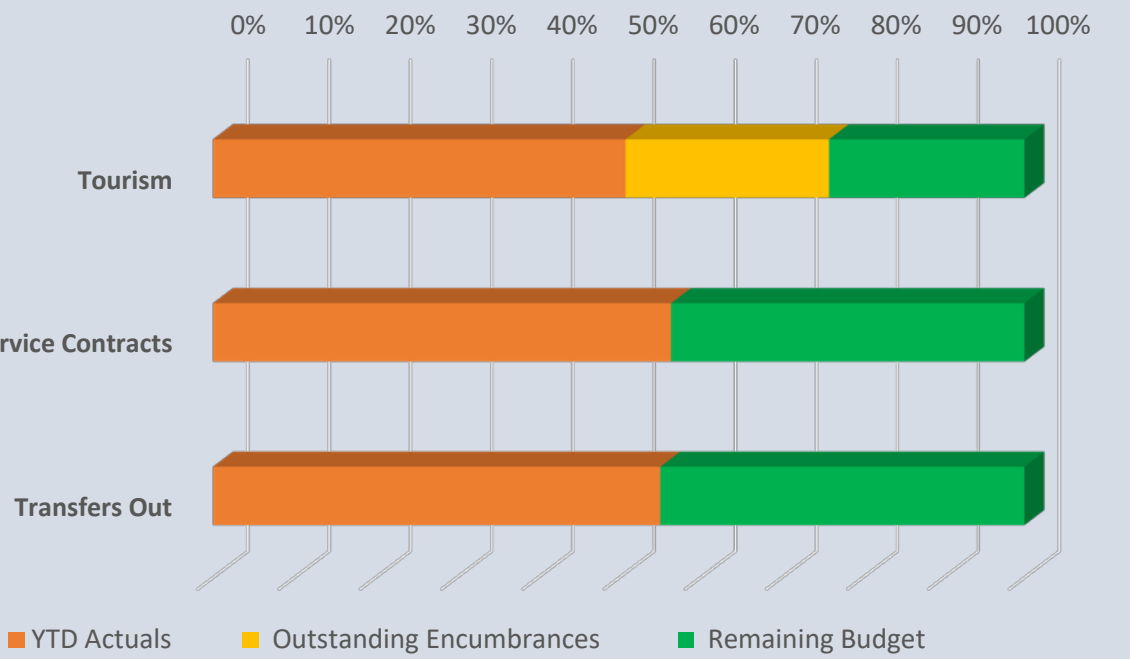
Revenues:



Revenue by Source



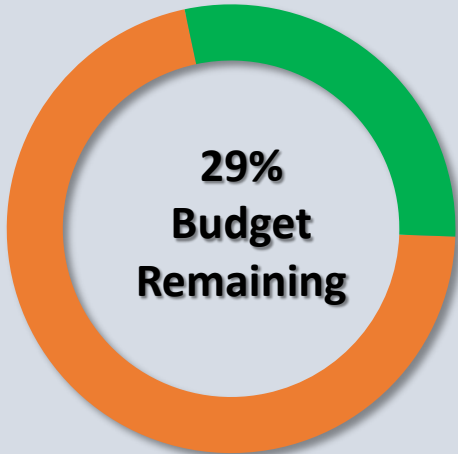
Breakdown by Department



Police Sales Tax Fund

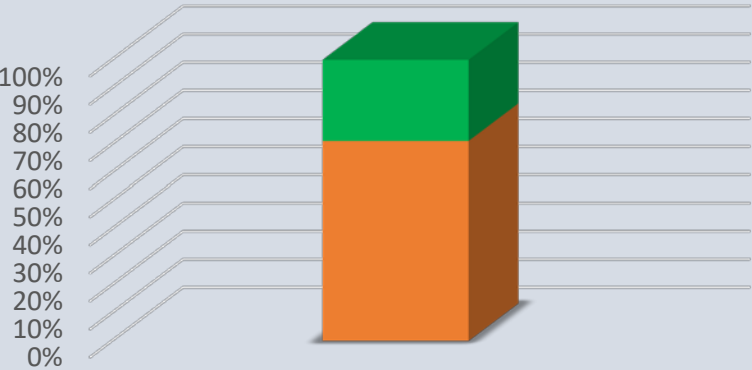
Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	247,227.80
Expenditures:	247,227.80
Difference	0.00

Expenditures:



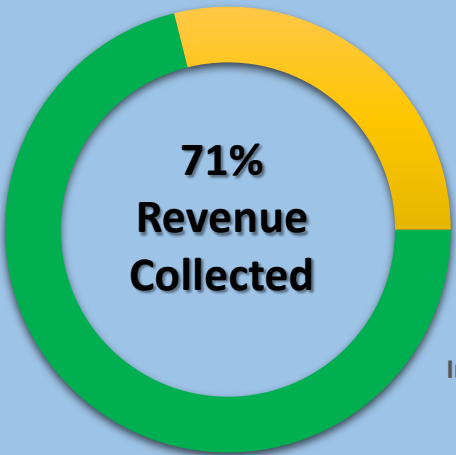
YTD Actuals Encumbrances Remaining Budget

Breakdown by Account Group



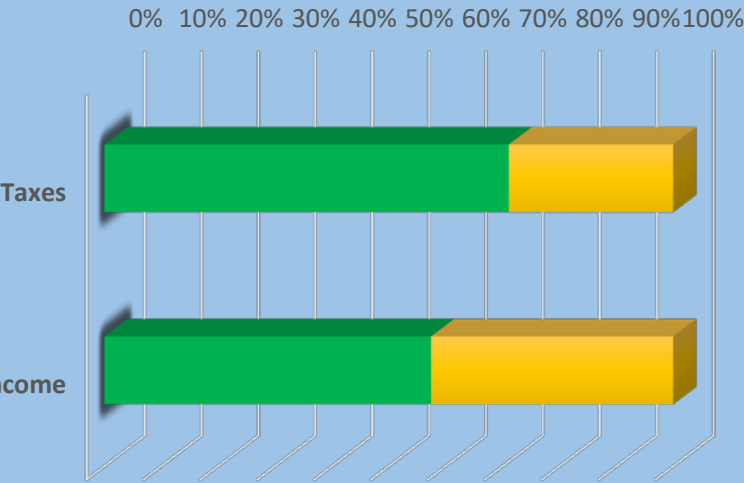
YTD Actuals Encumbrances Remaining Balance

Revenues:



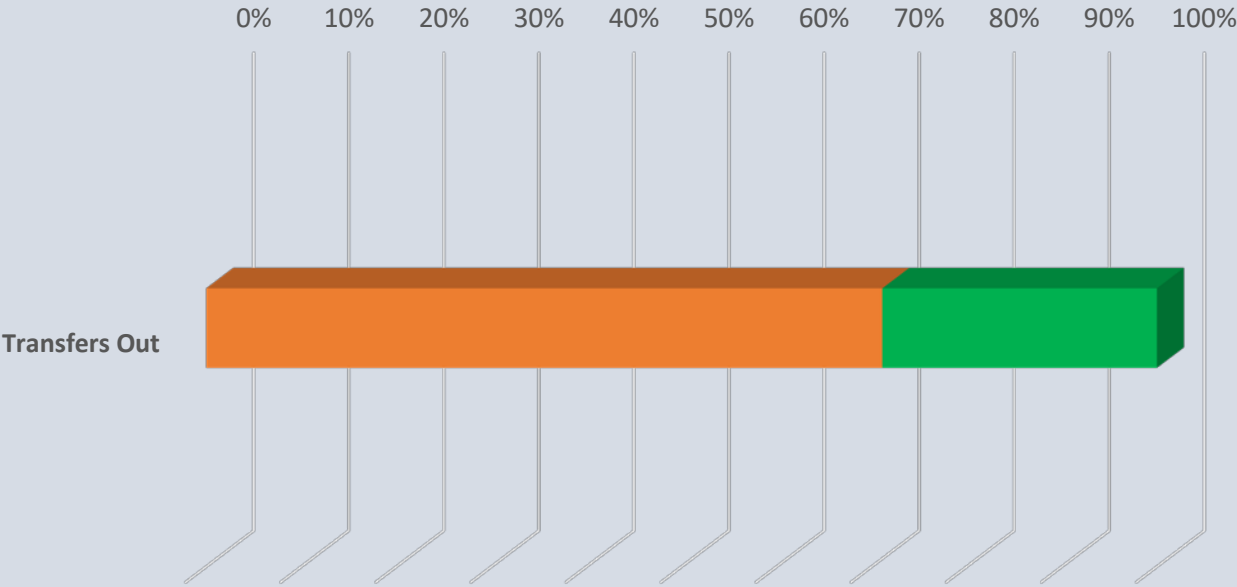
Current Collections Uncollected

Revenue by Source



Current Collections Uncollected

Breakdown by Department

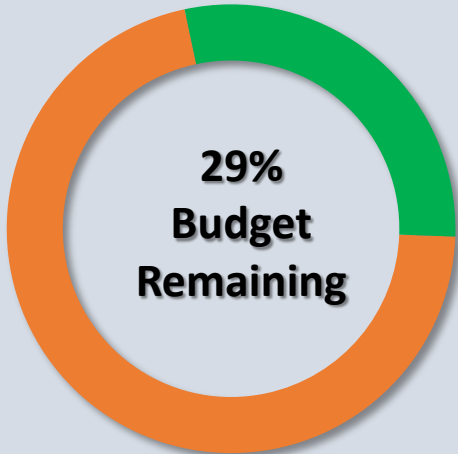


YTD Actuals Outstanding Encumbrances Remaining Budget

Fire Sales Tax Fund

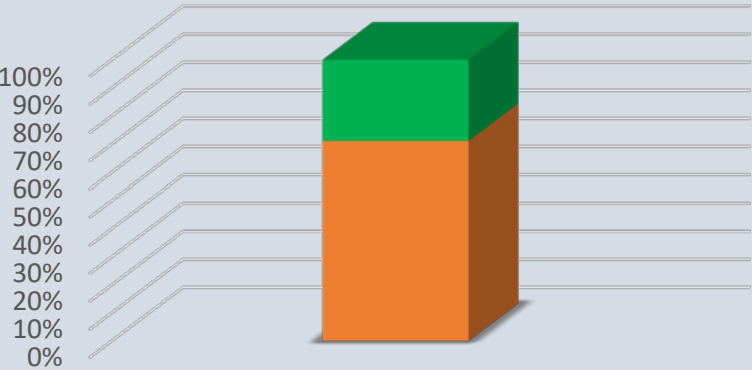
Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	247,227.80
Expenditures:	247,227.80
Difference	0.00

Expenditures:



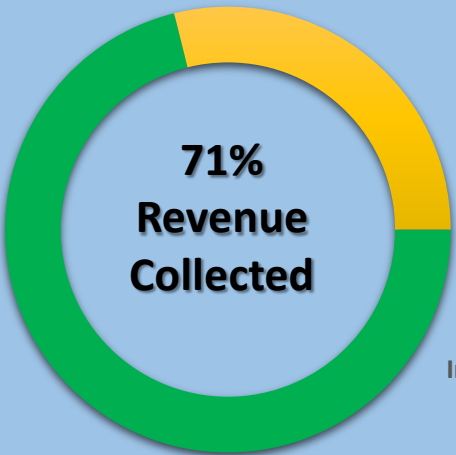
YTD Actuals Encumbrances Remaining Budget

Breakdown by Account Group



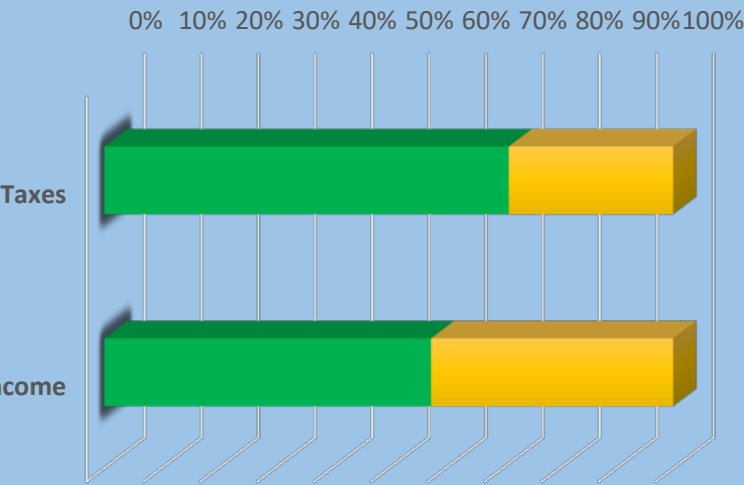
YTD Actuals Encumbrances Remaining Balance

Revenues:



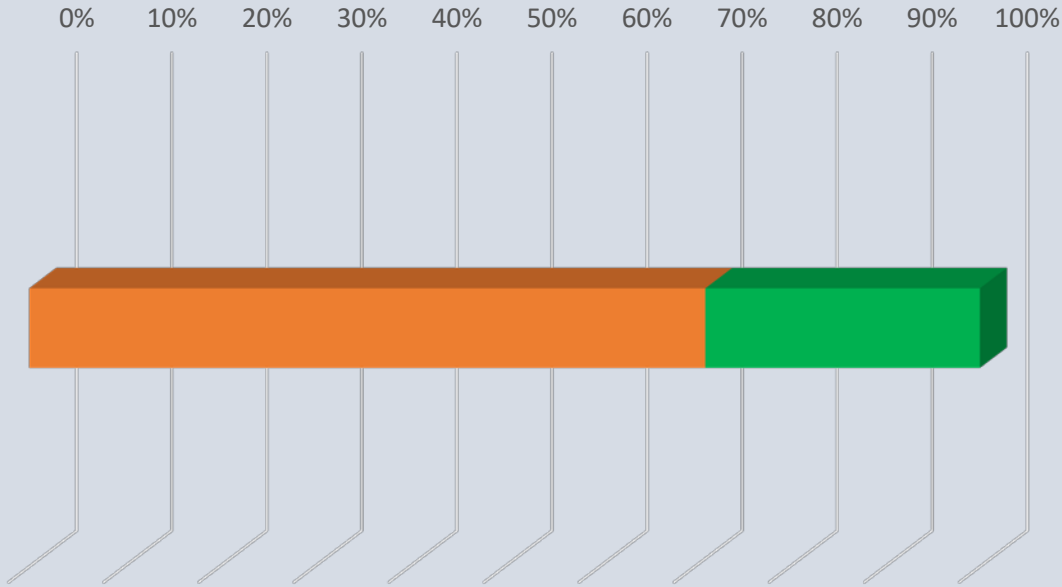
Current Collections Uncollected

Revenue by Source



Current Collections Uncollected

Breakdown by Department



YTD Actuals Outstanding Encumbrances Remaining Budget

Tax Increment Finance Fund

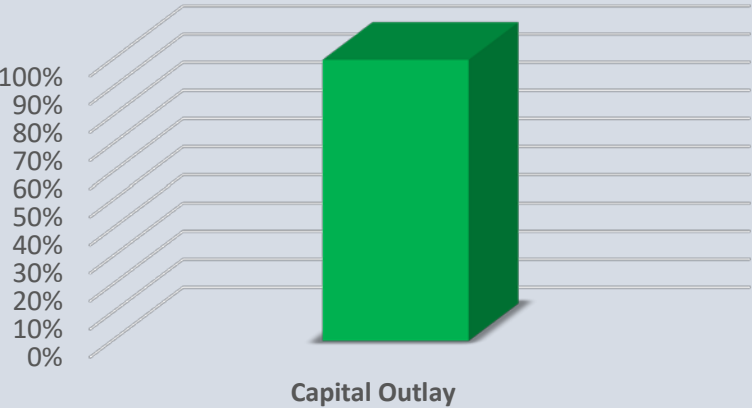
Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	26,256.50
Expenditures:	0.00
Difference	26,256.50

Expenditures:



YTD Actuals Encumbrances Remaining Budget

Breakdown by Account Group



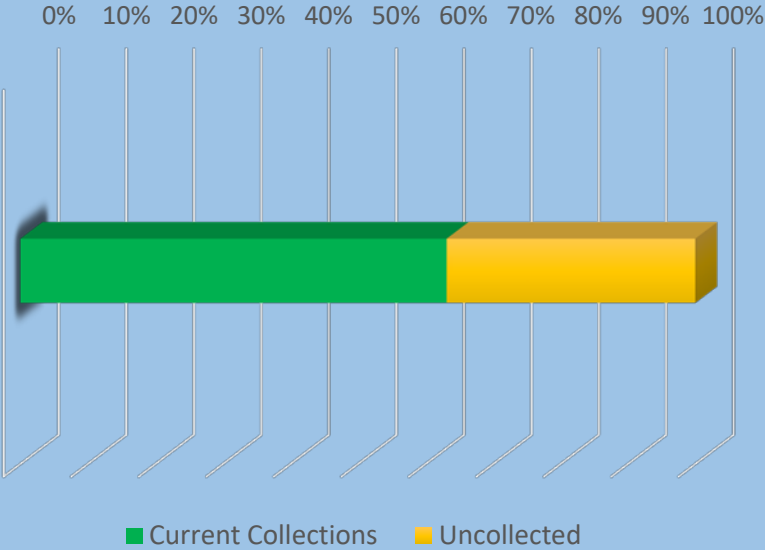
YTD Actuals Encumbrances Remaining Balance

Revenues:

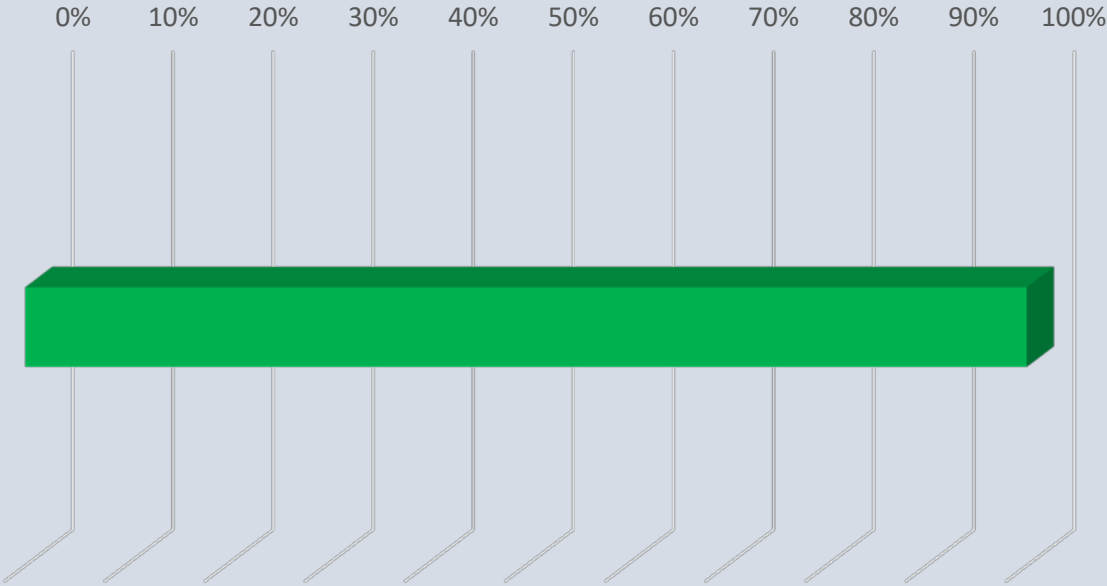


Current Collections Uncollected

Revenue by Source



Breakdown by Department

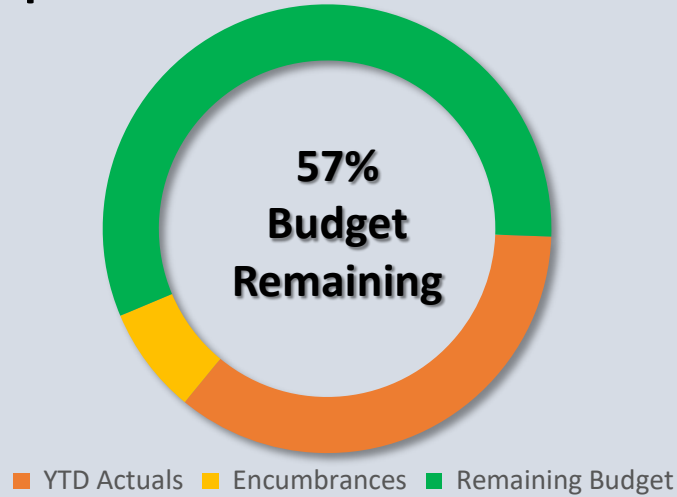


YTD Actuals Outstanding Encumbrances Remaining Budget

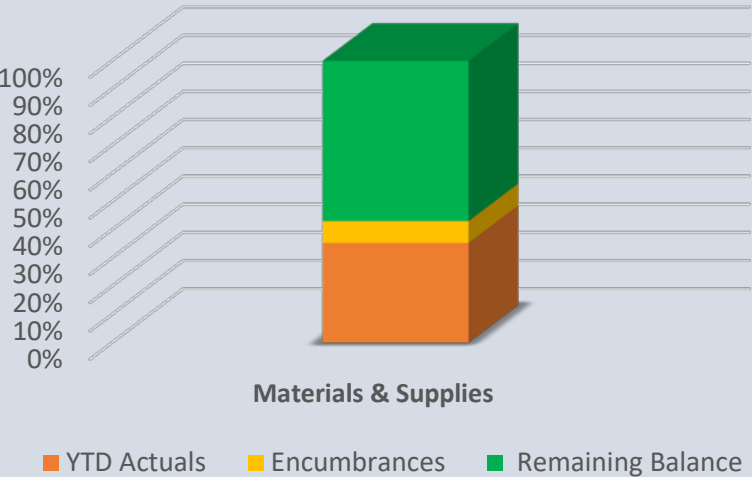
Drug Forfeiture Fund

Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	0.38
Expenditures:	4,245.83
Difference	(4,245.45)

Expenditures:



Breakdown by Account Group

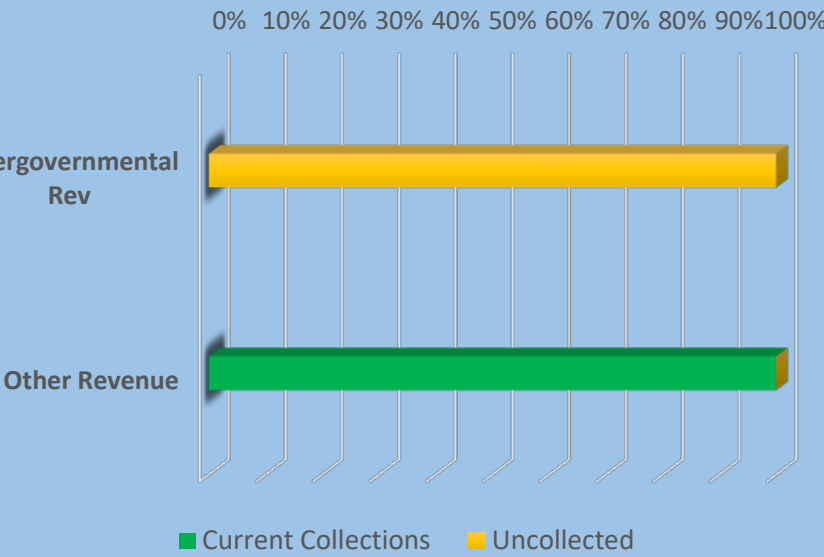


Revenues:

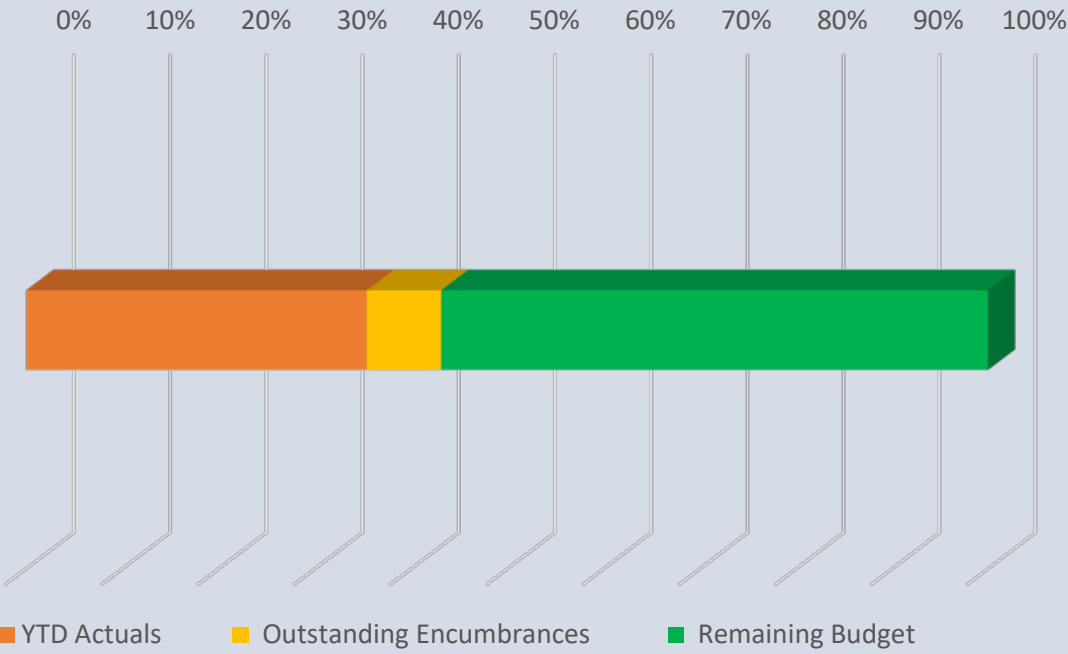


Current Collections Uncollected

Revenue by Source



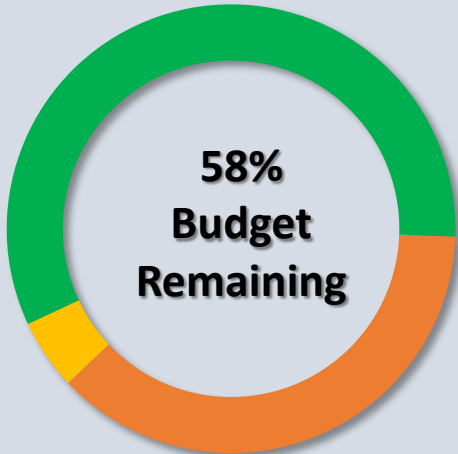
Breakdown by Department



CDBG Grants

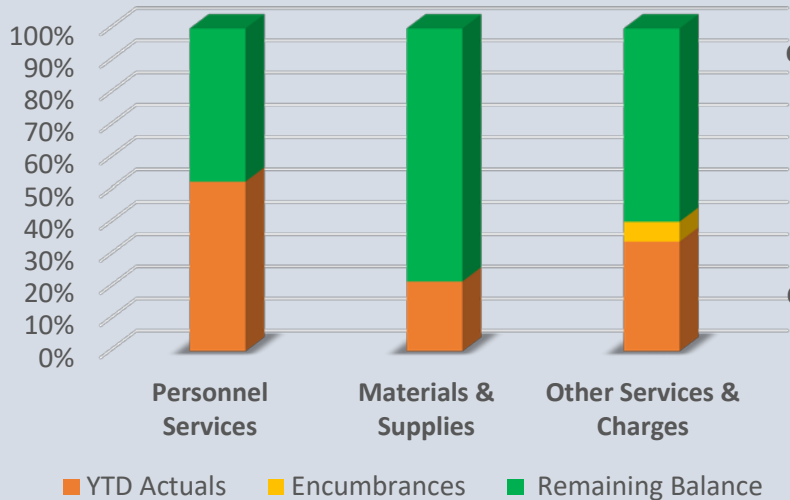
Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	245,316.19
Expenditures:	251,674.74
Difference	(6,358.55)

Expenditures:



YTD Actuals Encumbrances Remaining Budget

Breakdown by Account Group

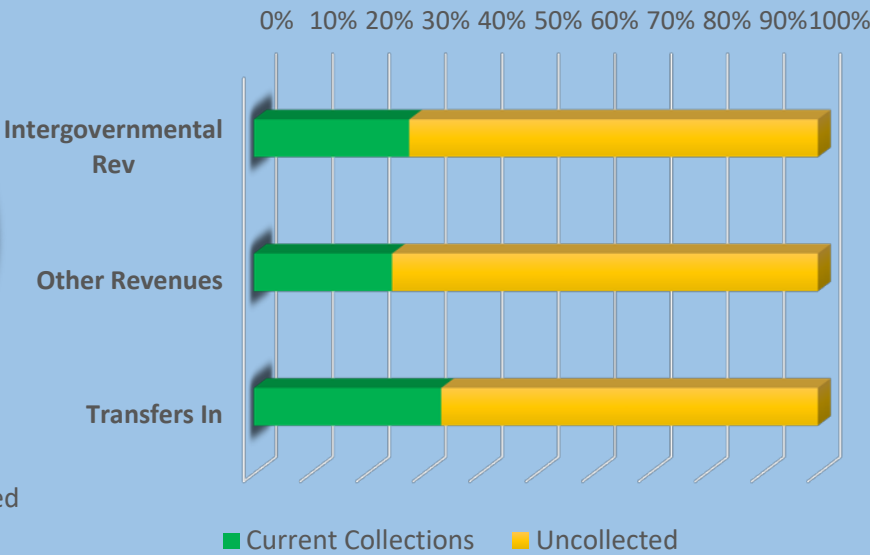


Revenues:

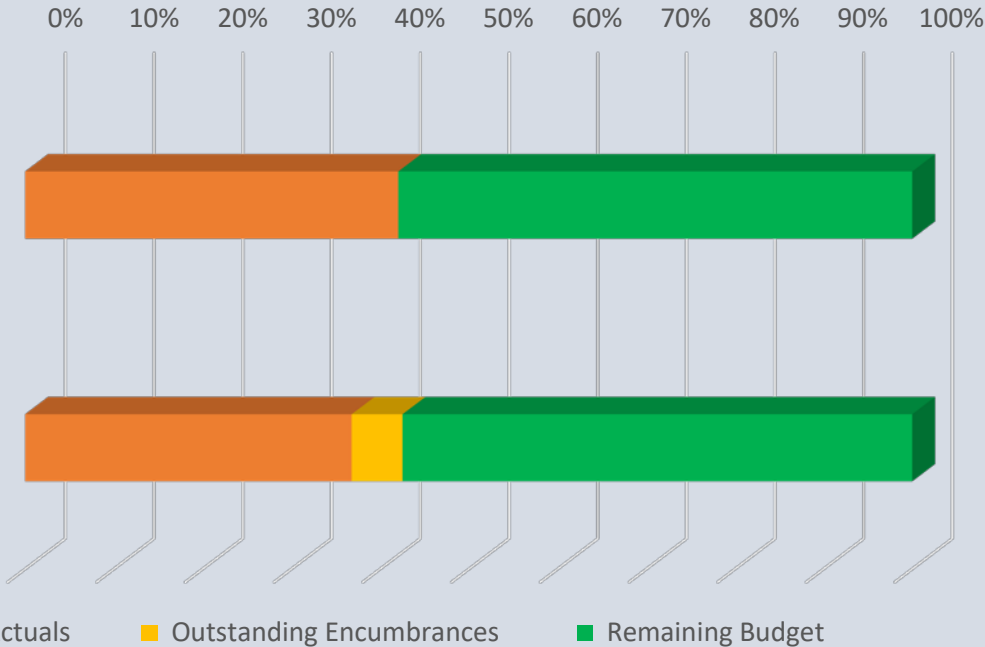


Current Collections Uncollected

Revenue by Source



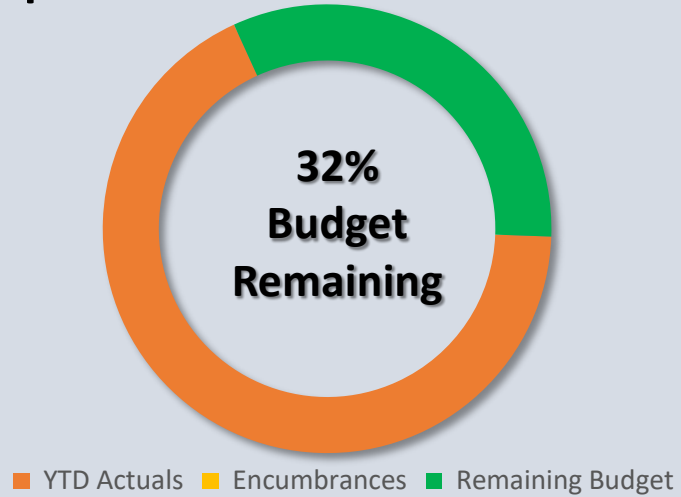
Breakdown by Department



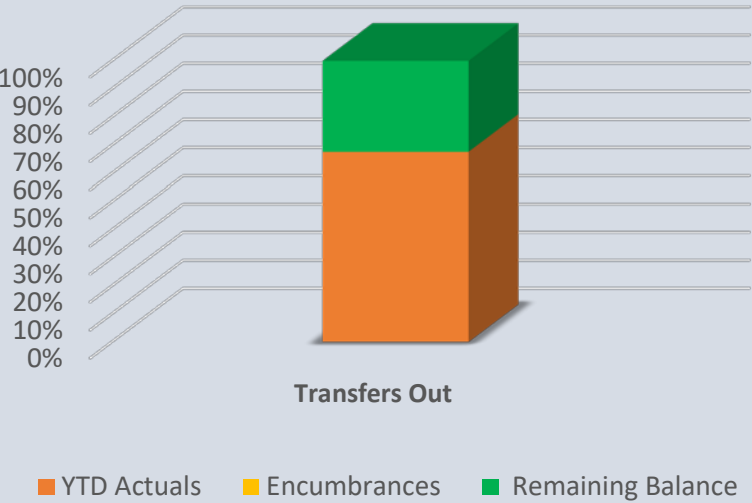
ODOC NSP Program

Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	4,790.80
Expenditures:	60,328.32
Difference	(55,537.52)

Expenditures:



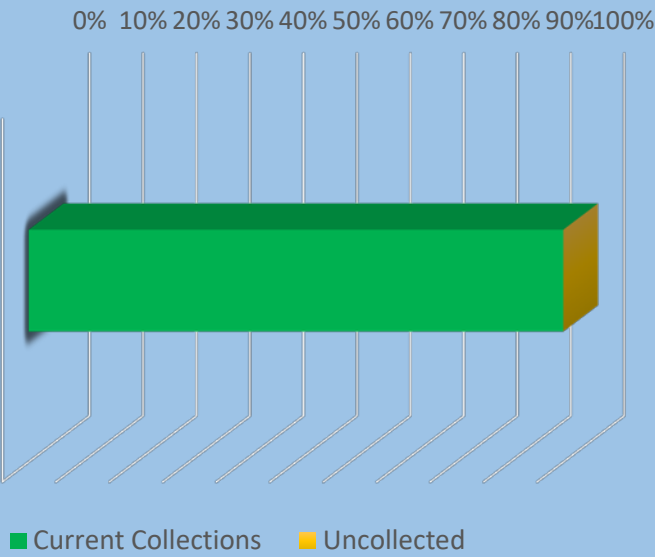
Breakdown by Account Group



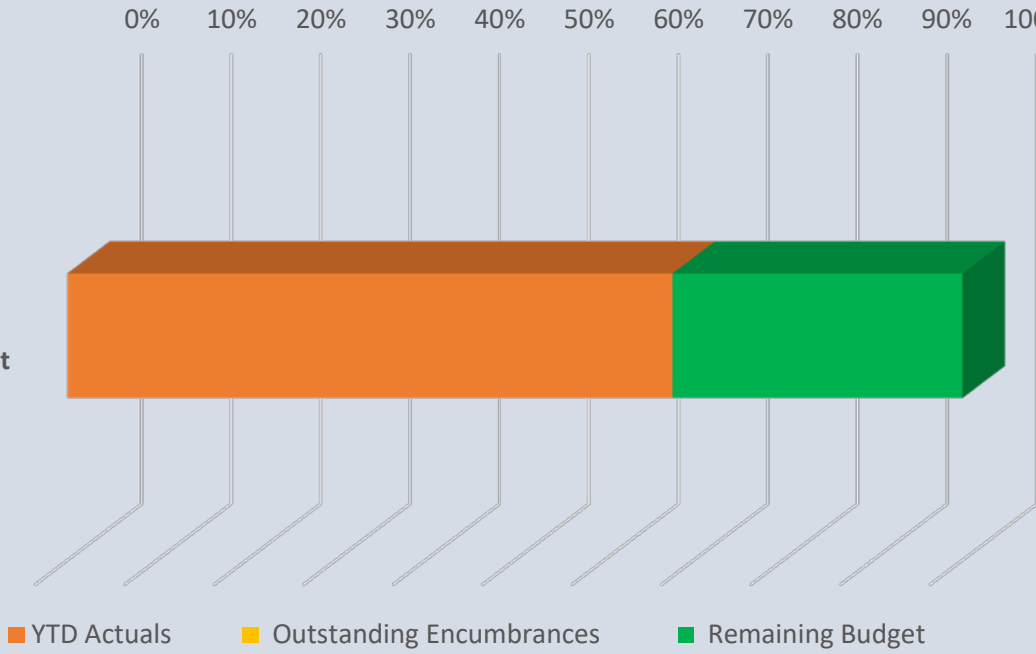
Revenues:



Revenue by Source



Breakdown by Department



Home Rehab Program Income

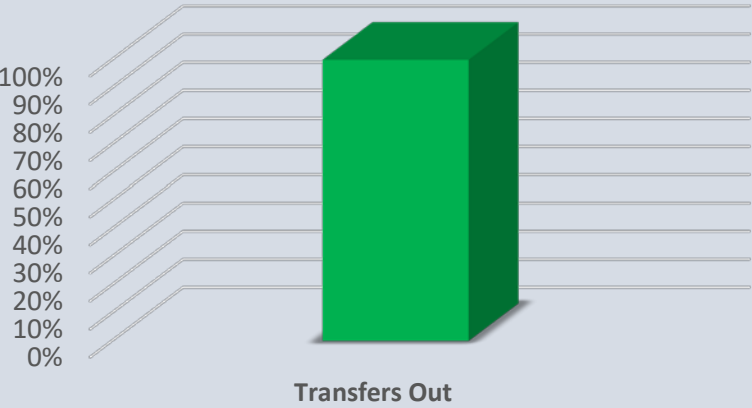
Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	3,283.92
Expenditures:	0.00
Difference	3,283.92

Expenditures:



YTD Actuals Encumbrances Remaining Budget

Breakdown by Account Group



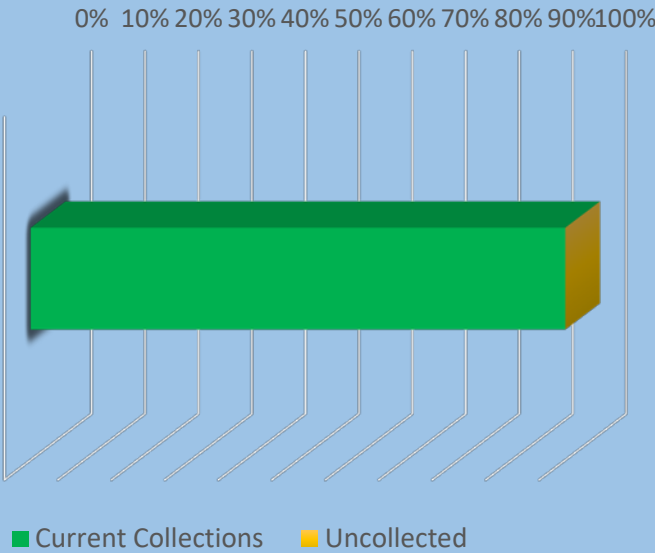
YTD Actuals Encumbrances Remaining Balance

Revenues:

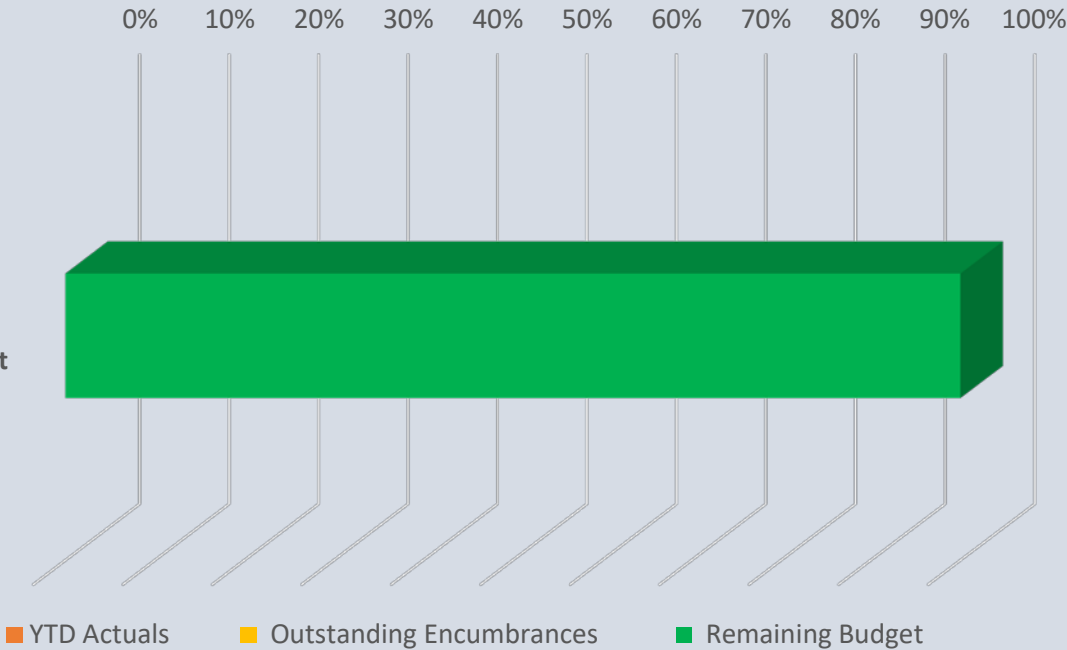


Current Collections Uncollected

Revenue by Source



Breakdown by Department

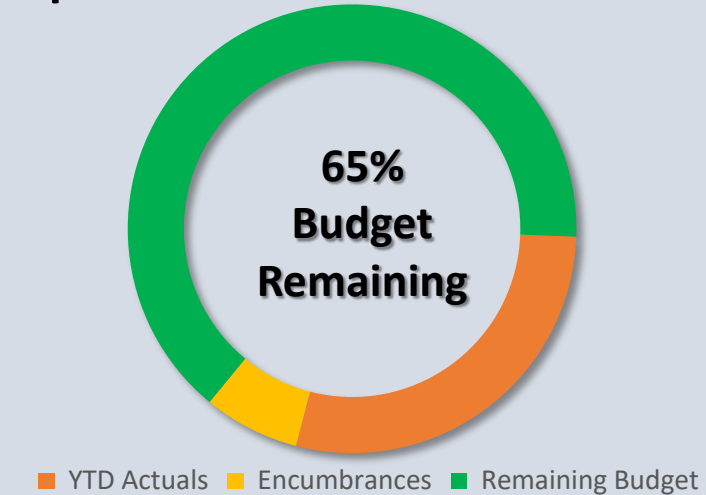


YTD Actuals Outstanding Encumbrances Remaining Budget

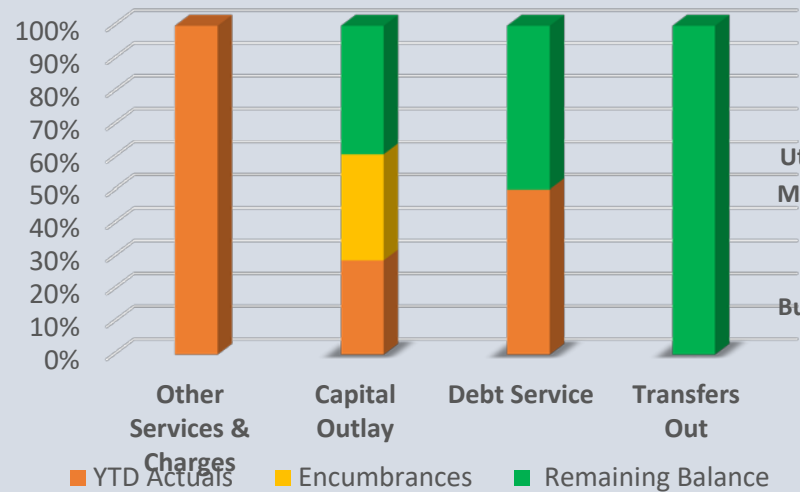
Capital Improvement Fund

Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	1,560,572.10
Expenditures:	715,677.15
Difference	844,894.95

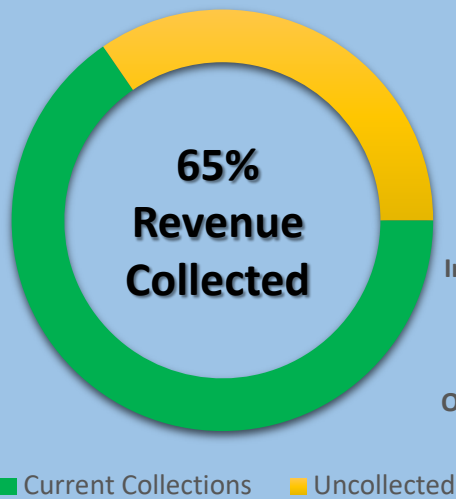
Expenditures:



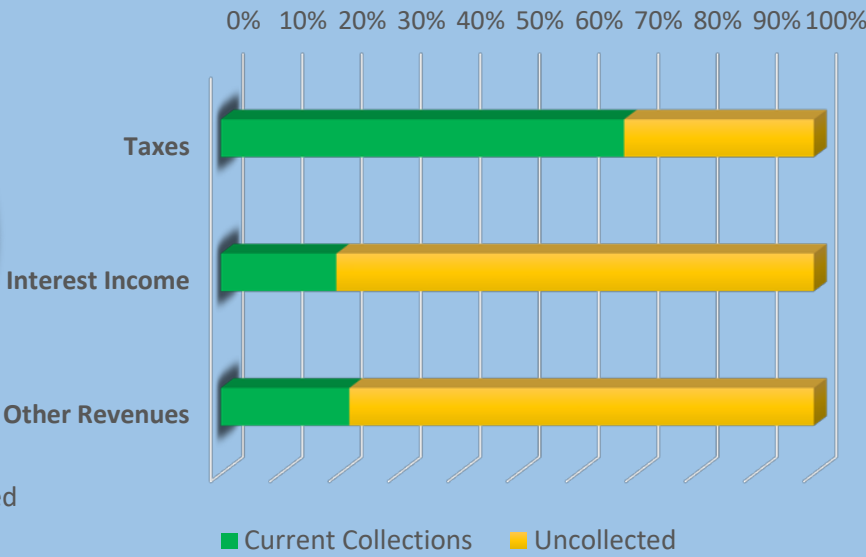
Breakdown by Account Group



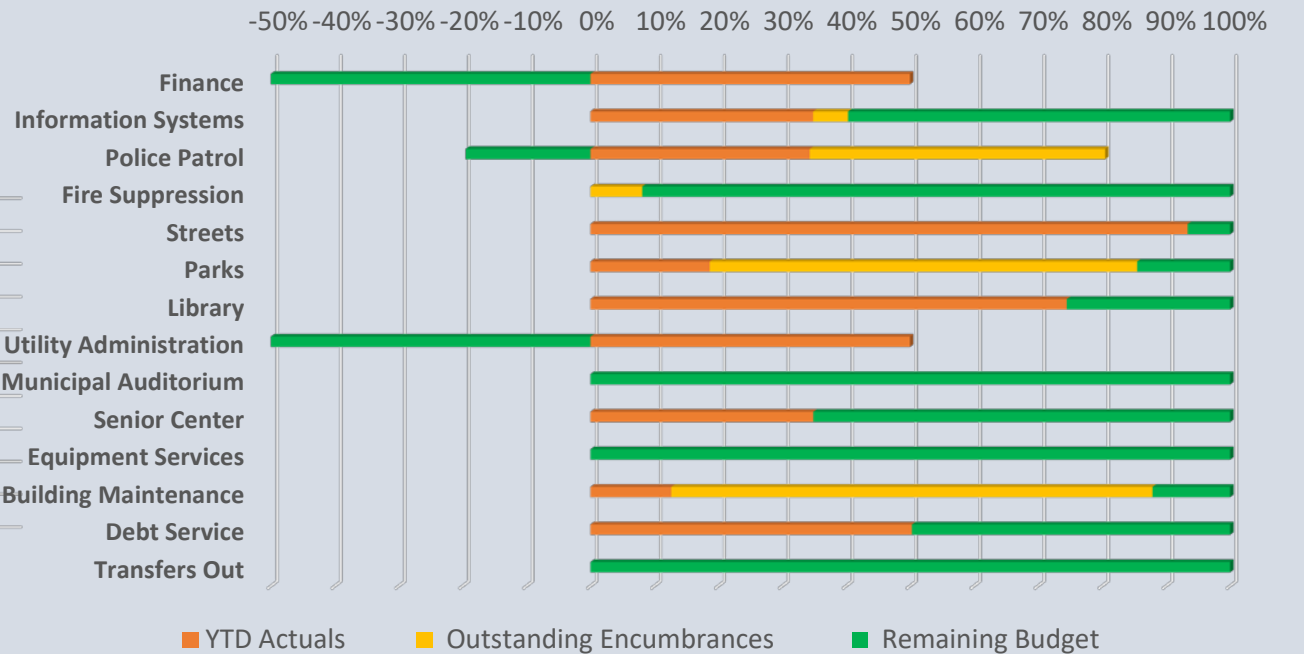
Revenues:



Revenue by Source



Breakdown by Department

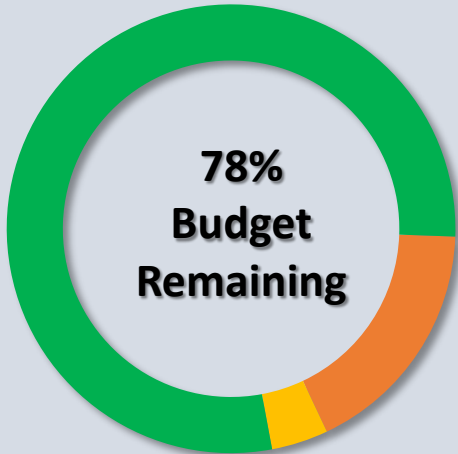


* Finance and Utility Administration reflect bank service charges that are allocated by fund.

Street Improvement Fund

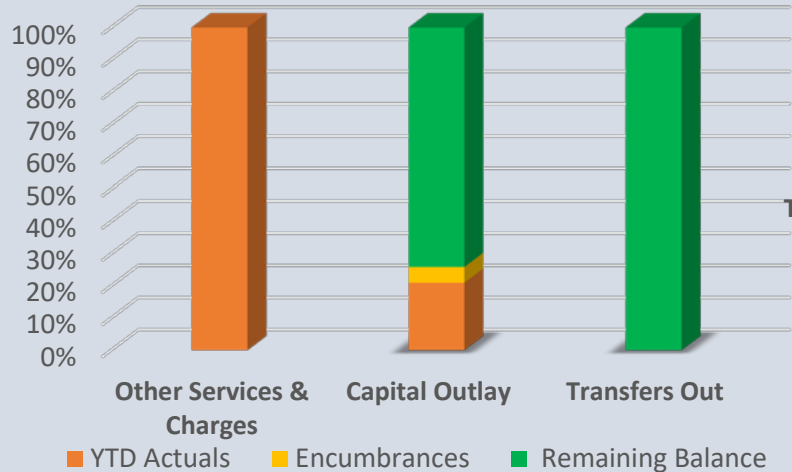
Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	1,905,539.20
Expenditures:	1,177,511.70
Difference	728,027.50

Expenditures:



YTD Actuals Encumbrances Remaining Budget

Breakdown by Account Group

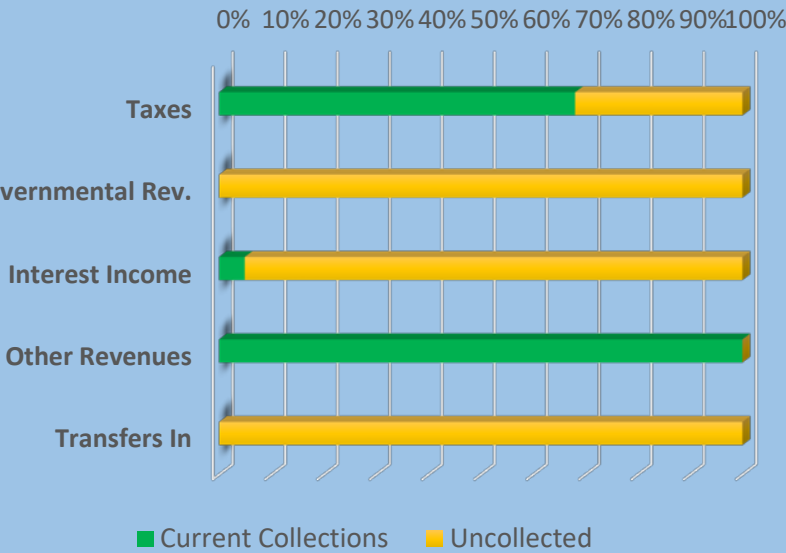


Revenues:

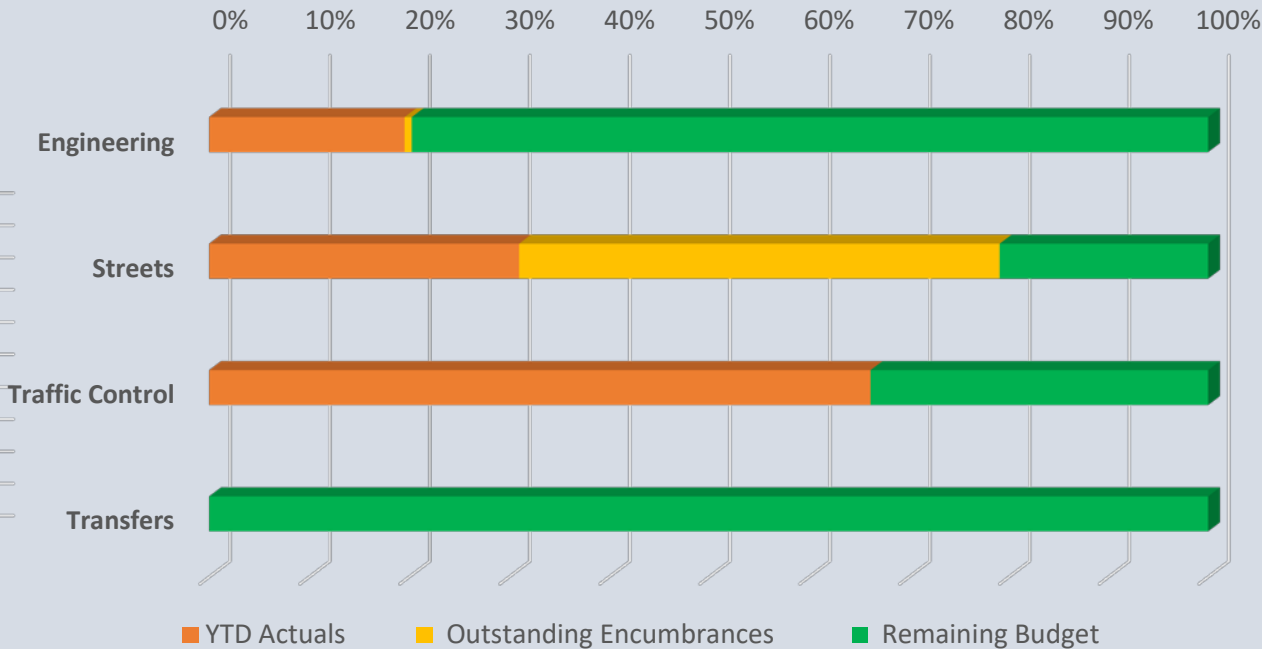


Current Collections Uncollected

Revenue by Source



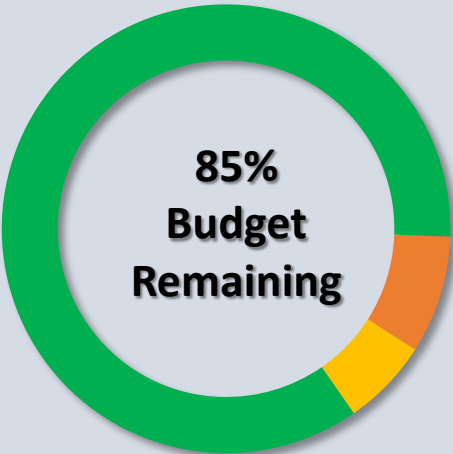
Breakdown by Department



2018 Capital Improvement Fd

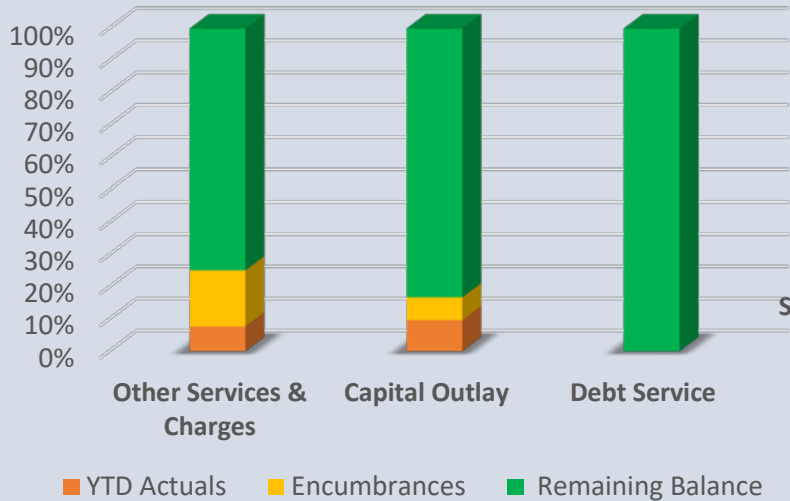
Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	1,978,564.72
Expenditures:	1,930,540.31
Difference	48,024.41

Expenditures:



YTD Actuals Encumbrances Remaining Budget

Breakdown by Account Group

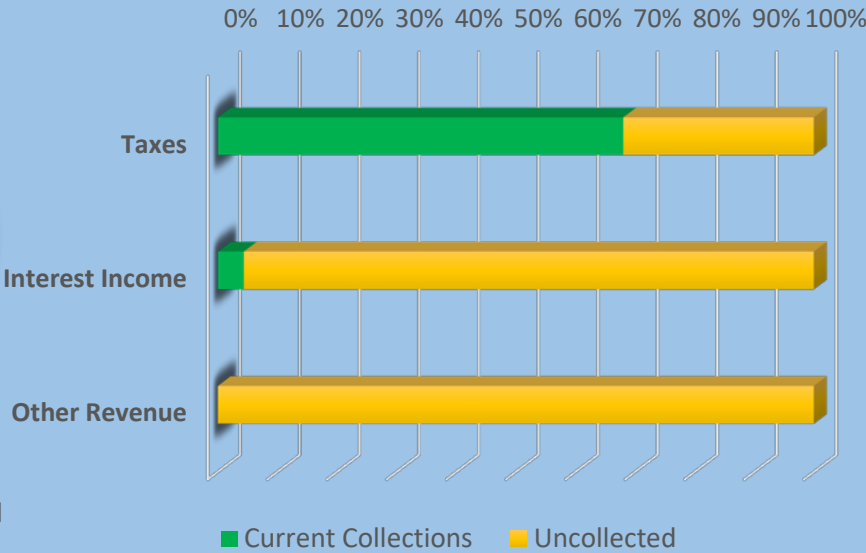


Revenues:

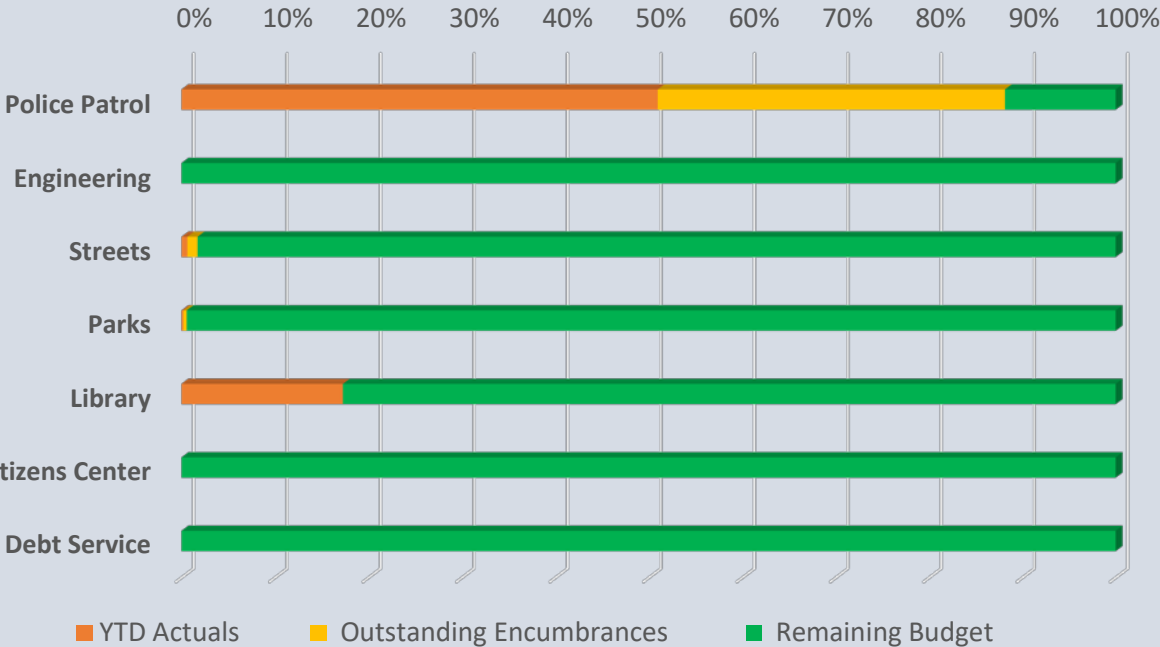


Current Collections Uncollected

Revenue by Source



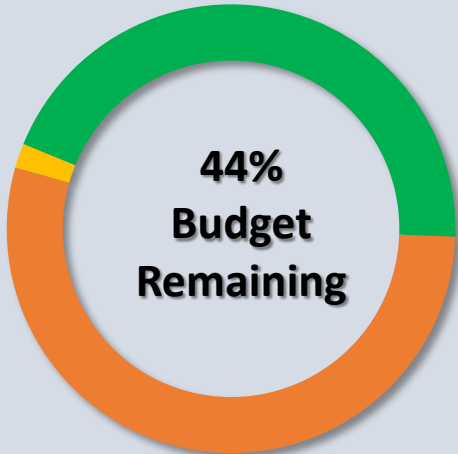
Breakdown by Department



Aquatic Center

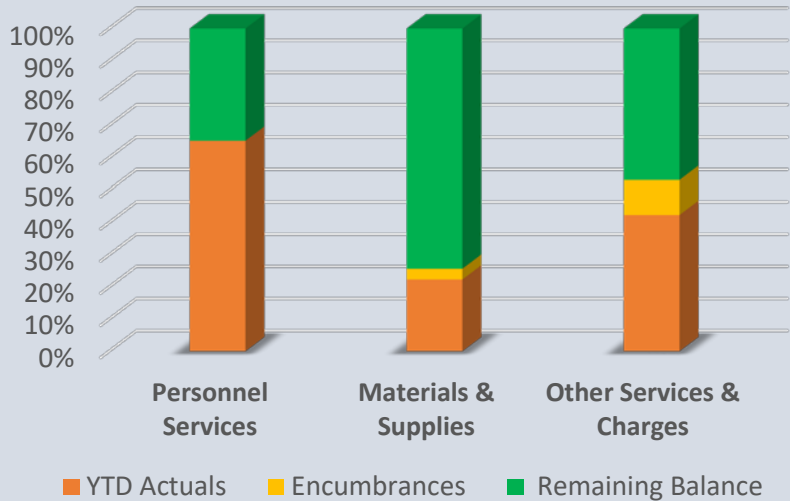
Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	200,708.59
Expenditures:	190,615.26
Difference	10,093.33

Expenditures:

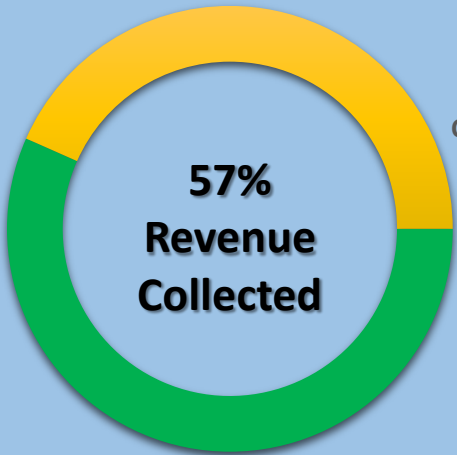


YTD Actuals Encumbrances Remaining Budget

Breakdown by Account Group

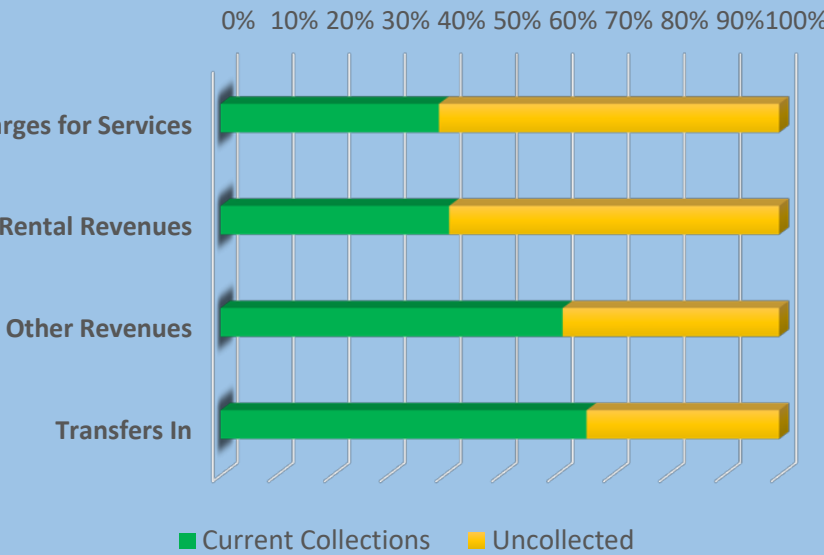


Revenues:

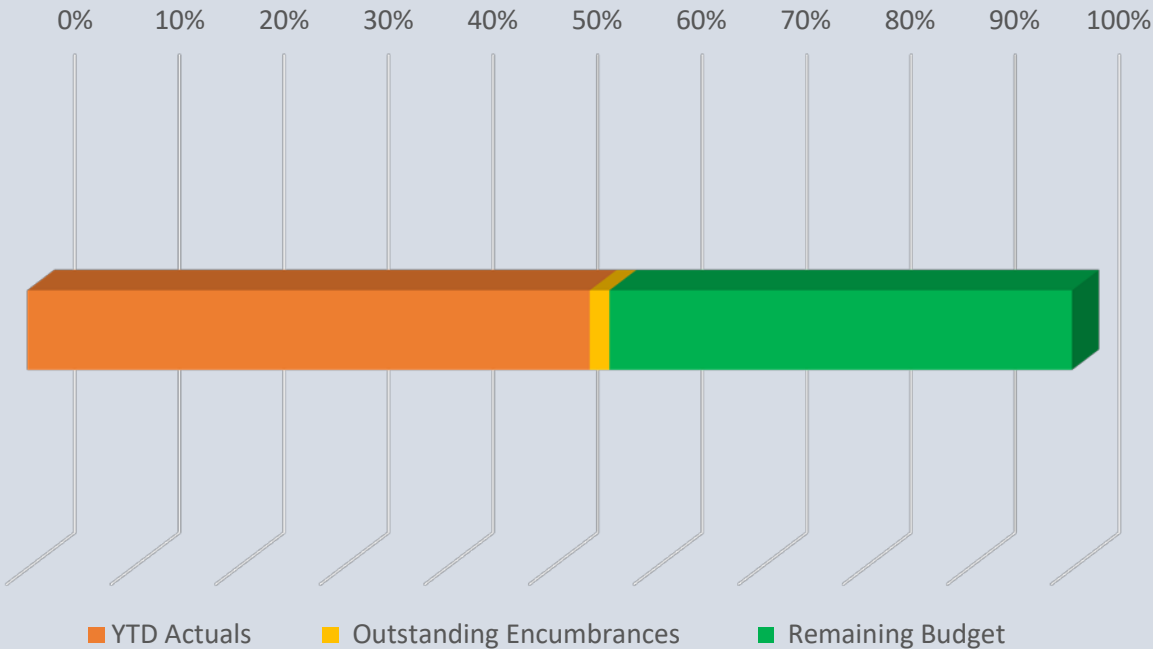


Current Collections Uncollected

Revenue by Source



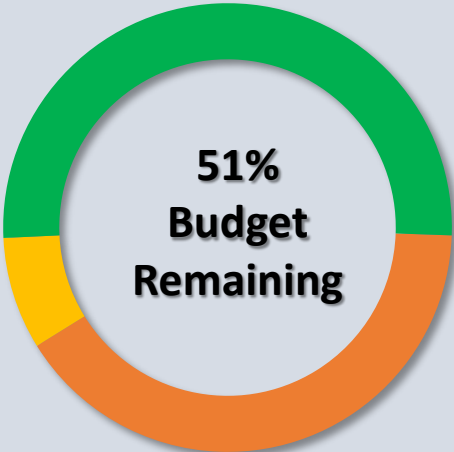
Breakdown by Department



Shawnee Municipal Authority

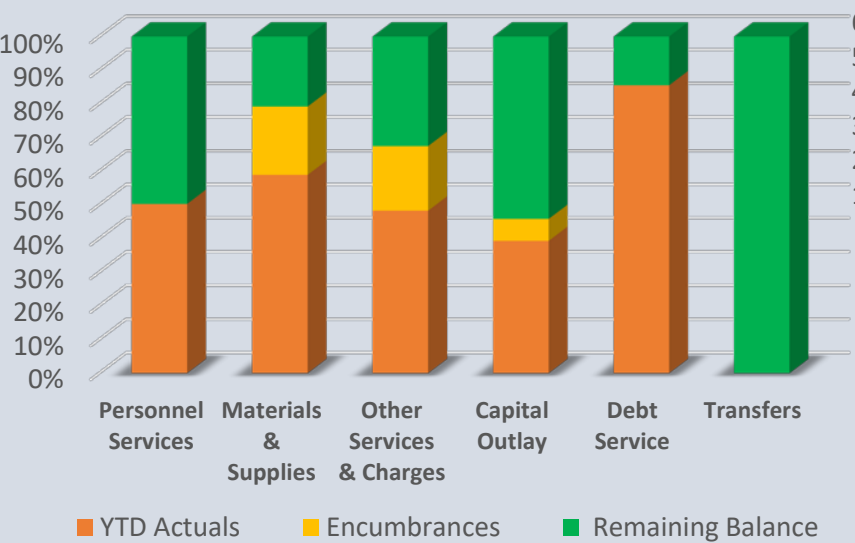
Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	9,092,932.97
Expenditures:	8,167,834.54
Difference	925,098.43

Expenditures:



YTD Actuals Encumbrances Remaining Budget

Breakdown by Account Group

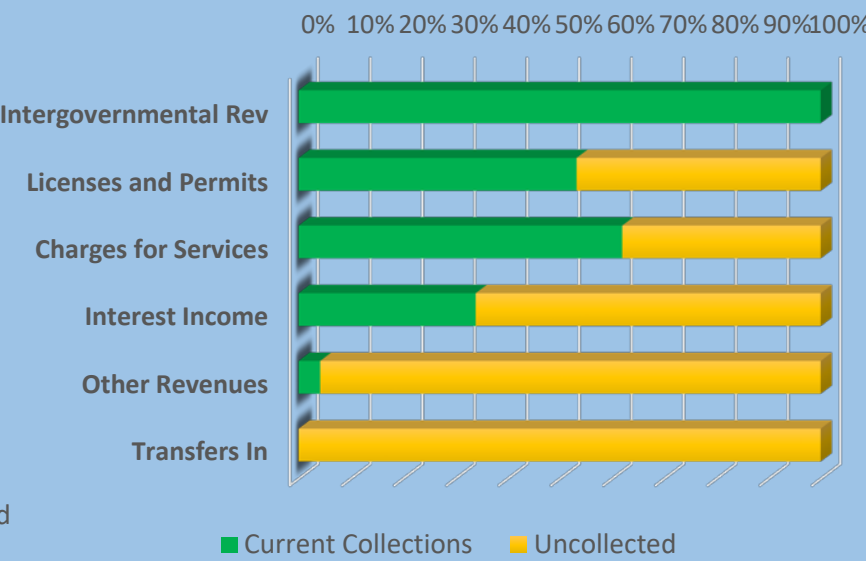


Revenues:

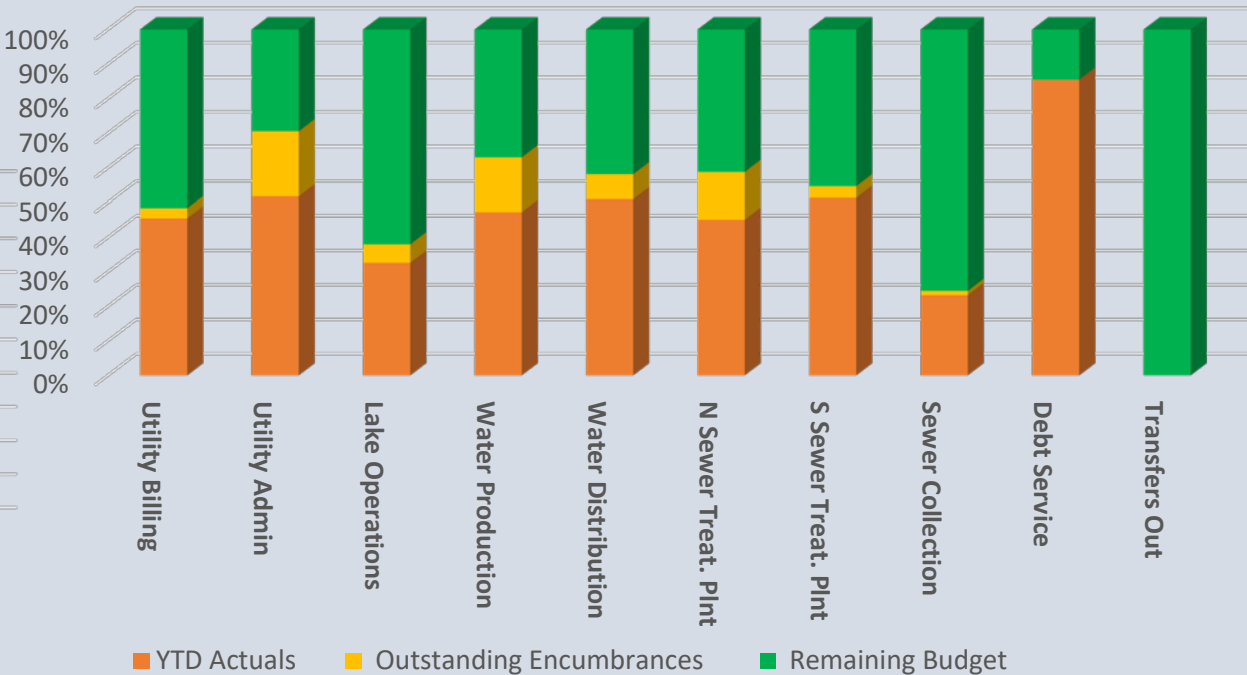


Current Collections Uncollected

Revenue by Source



Breakdown by Department

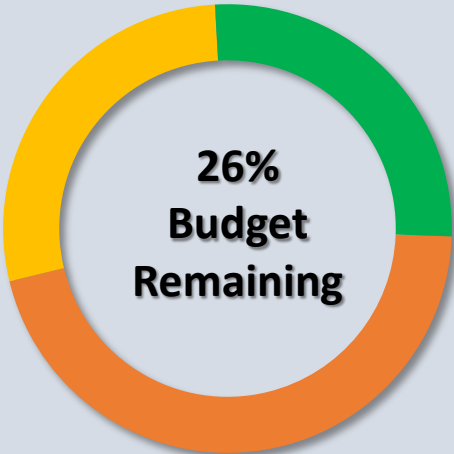


YTD Actuals Outstanding Encumbrances Remaining Budget

Shawnee Airport Authority

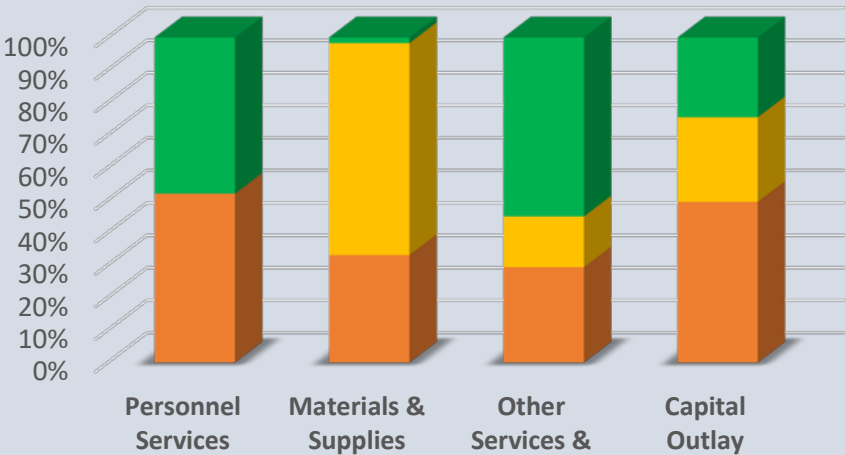
Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	683,110.59
Expenditures:	745,392.60
Difference	(62,282.01)

Expenditures:



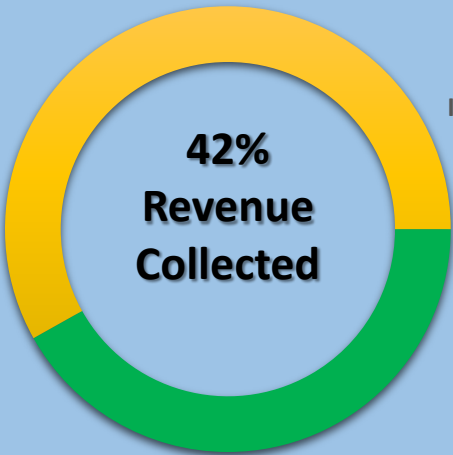
■ YTD Actuals ■ Encumbrances ■ Remaining Budget

Breakdown by Account Group



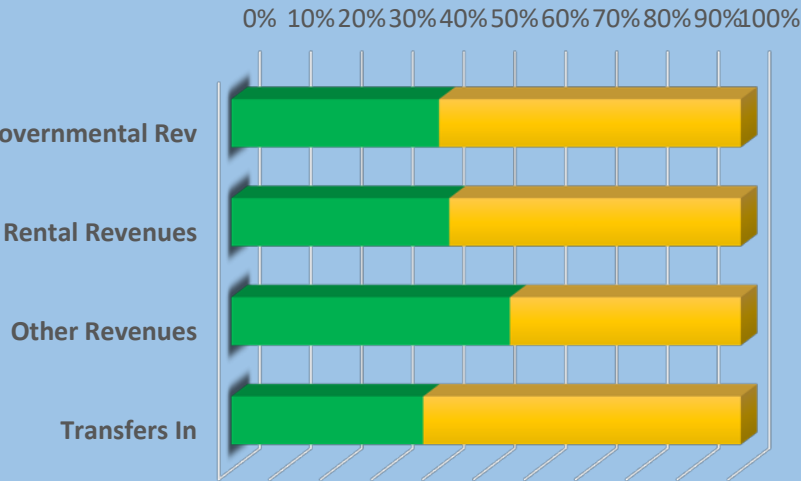
■ YTD Actuals ■ Encumbrances ■ Remaining Balance

Revenues:



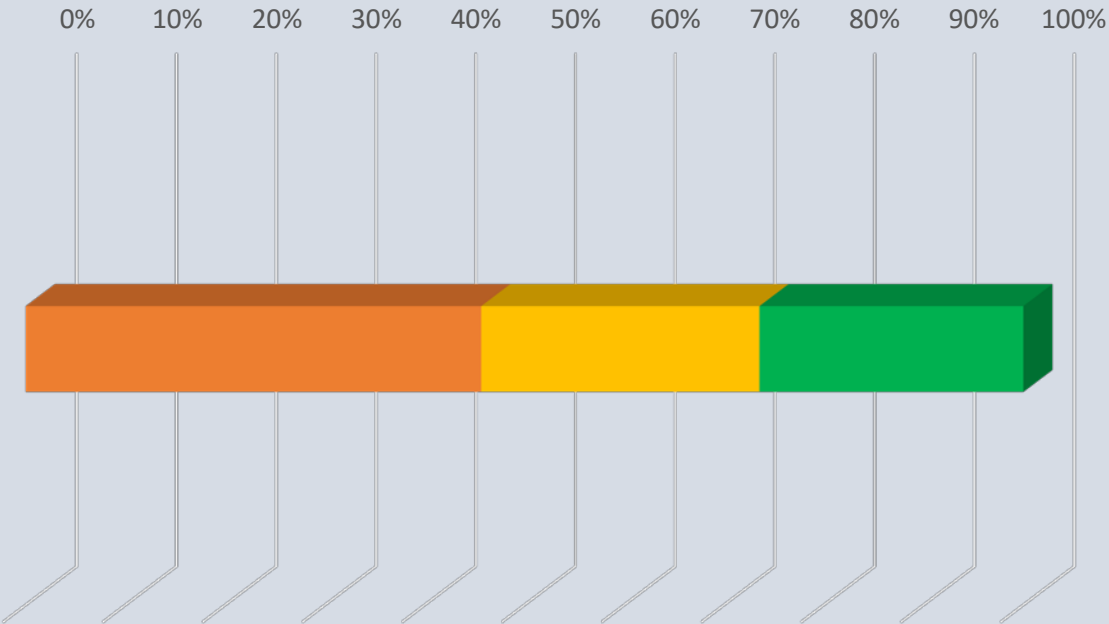
■ Current Collections ■ Uncollected

Revenue by Source



■ Current Collections ■ Uncollected

Breakdown by Department

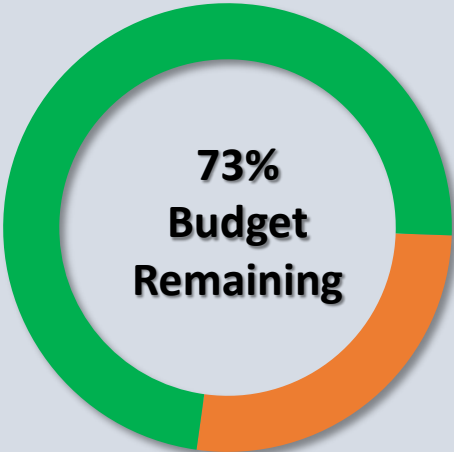


■ YTD Actuals ■ Outstanding Encumbrances ■ Remaining Budget

Workers' Compensation
Self-Insurance Fund

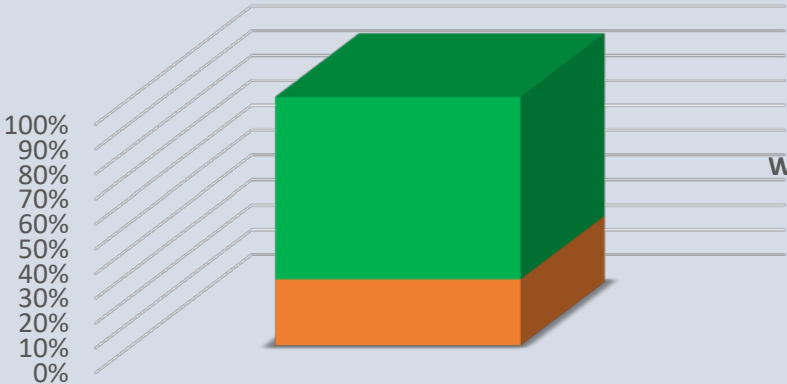
Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	188,579.97
Expenditures:	215,793.60
Difference	(27,213.63)

Expenditures:



YTD Actuals Encumbrances Remaining Budget

Breakdown by Account Group



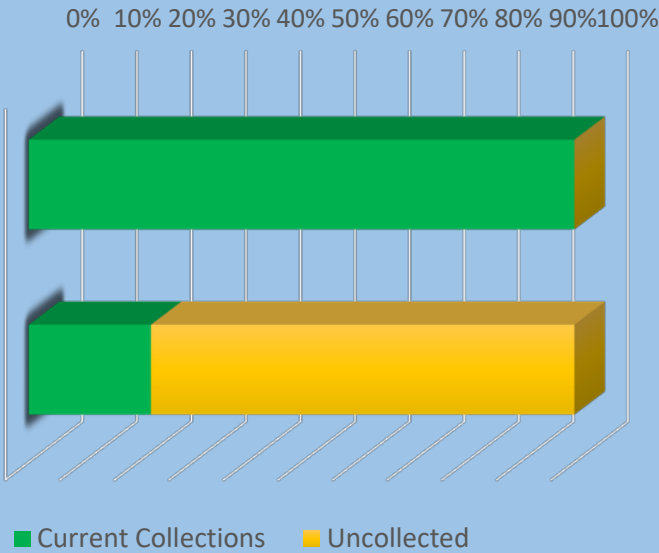
YTD Actuals Encumbrances Remaining Balance

Revenues:

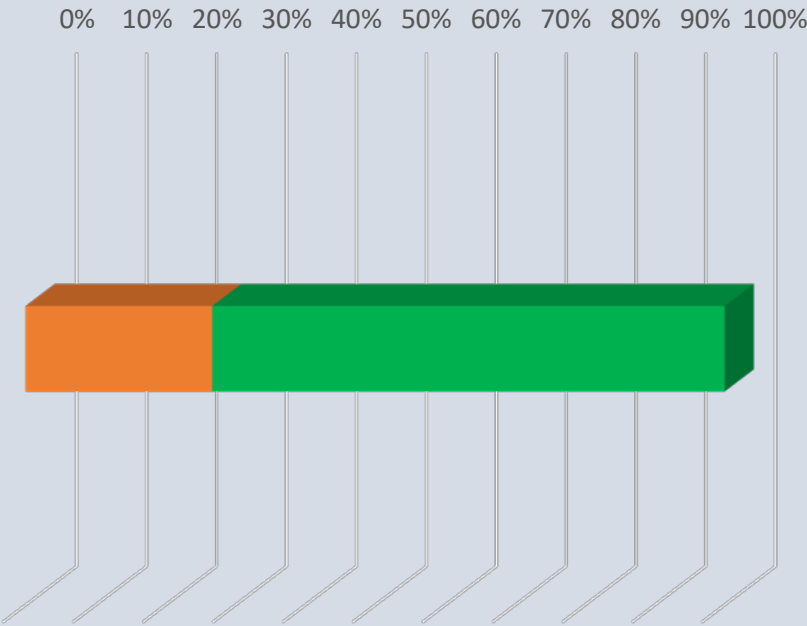


Current Collections Uncollected

Revenue by Source



Breakdown by Department

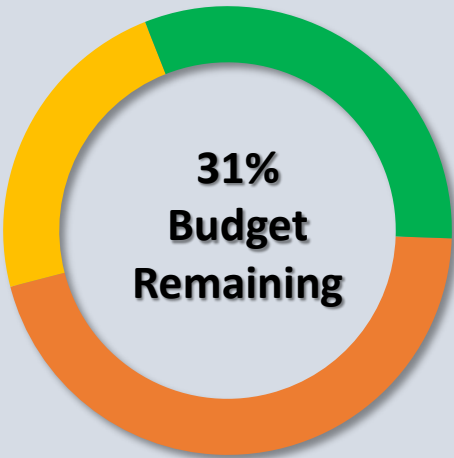


YTD Actuals Outstanding Encumbrances Remaining Budget

Library Fund

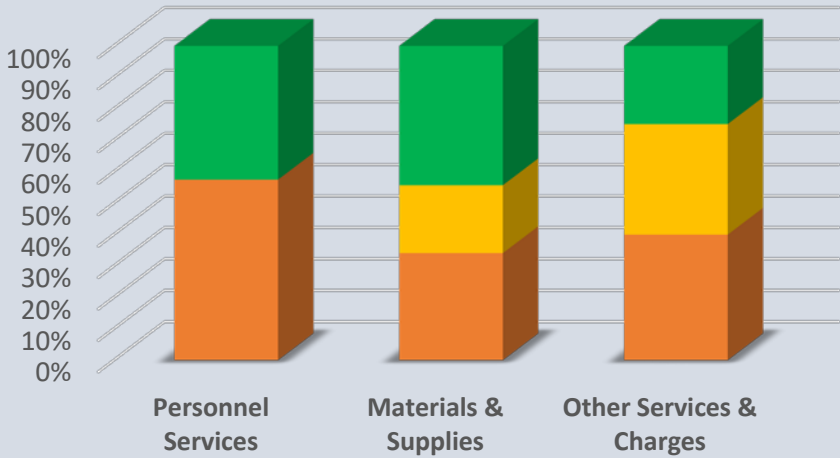
Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	45,365.96
Expenditures:	44,414.22
Difference	951.74

Expenditures:



YTD Actuals Encumbrances Remaining Budget

Breakdown by Account Group



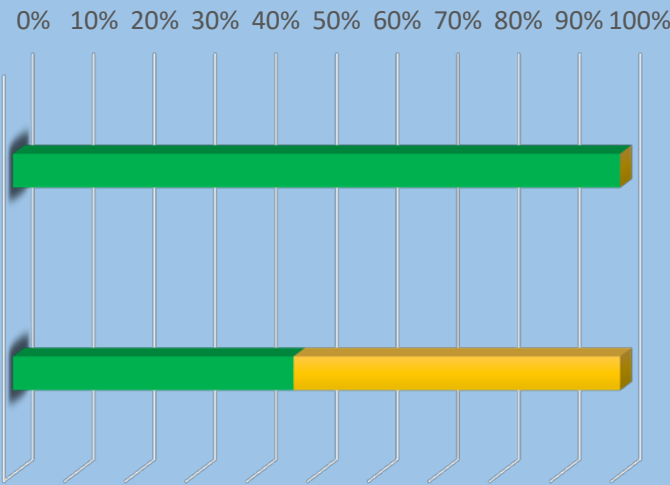
YTD Actuals Encumbrances Remaining Balance

Revenues:



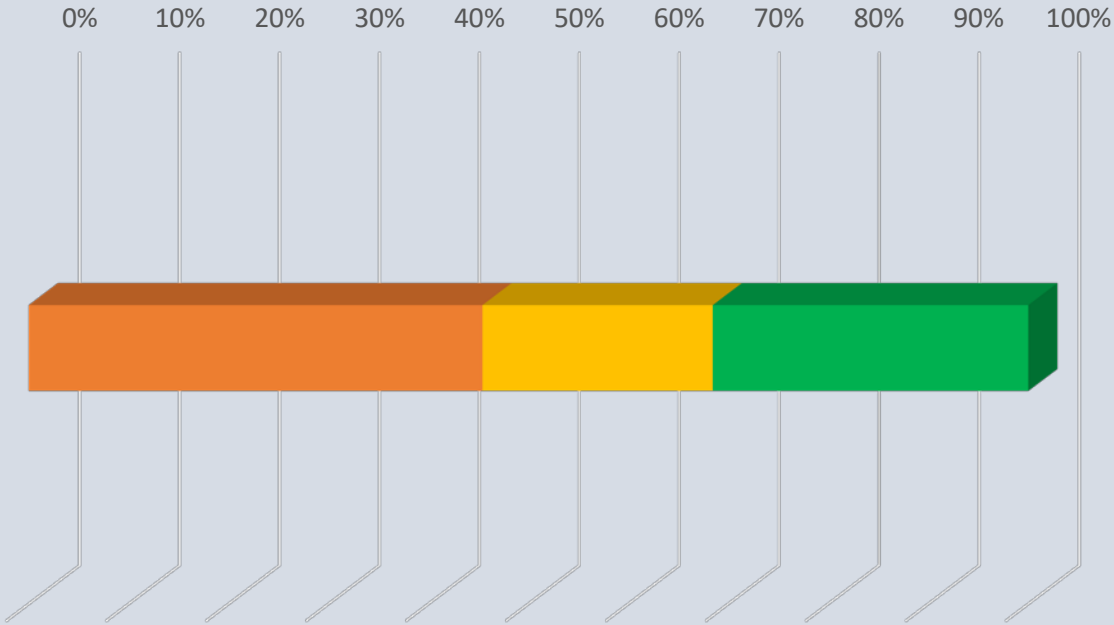
Current Collections Uncollected

Revenue by Source



Current Collections Uncollected

Breakdown by Department



YTD Actuals Outstanding Encumbrances Remaining Budget

Cemetery Perpetual Fund

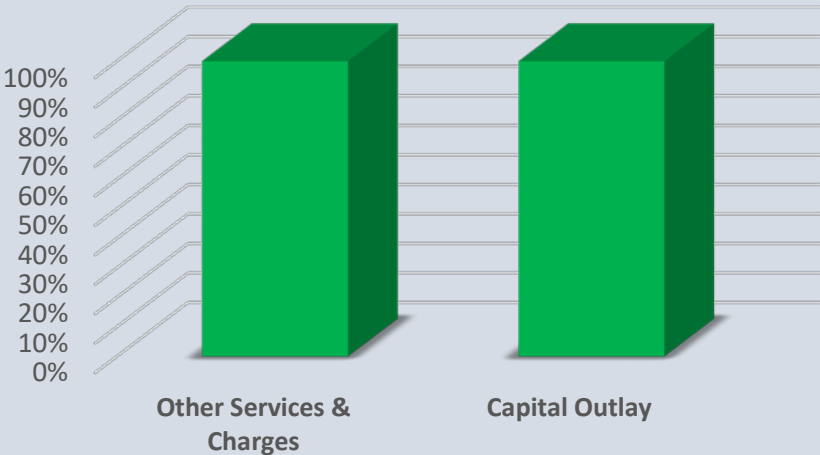
Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	13,667.98
Expenditures:	0.00
Difference	13,667.98

Expenditures:



■ YTD Actuals ■ Encumbrances ■ Remaining Budget

Breakdown by Account Group



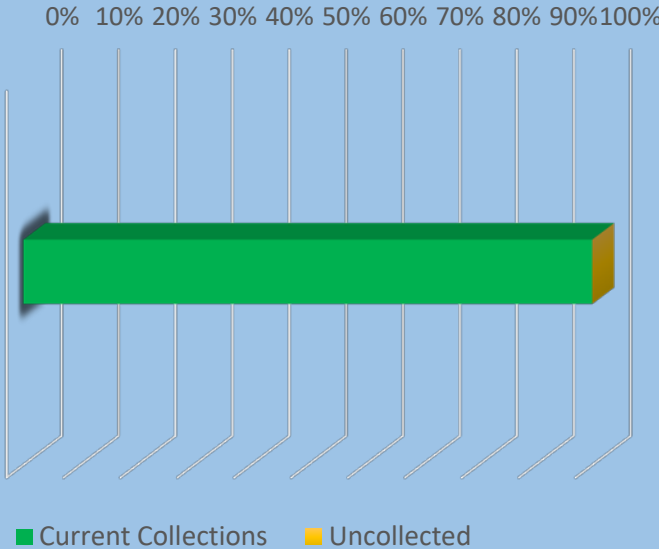
■ YTD Actuals ■ Encumbrances ■ Remaining Balance

Revenues:

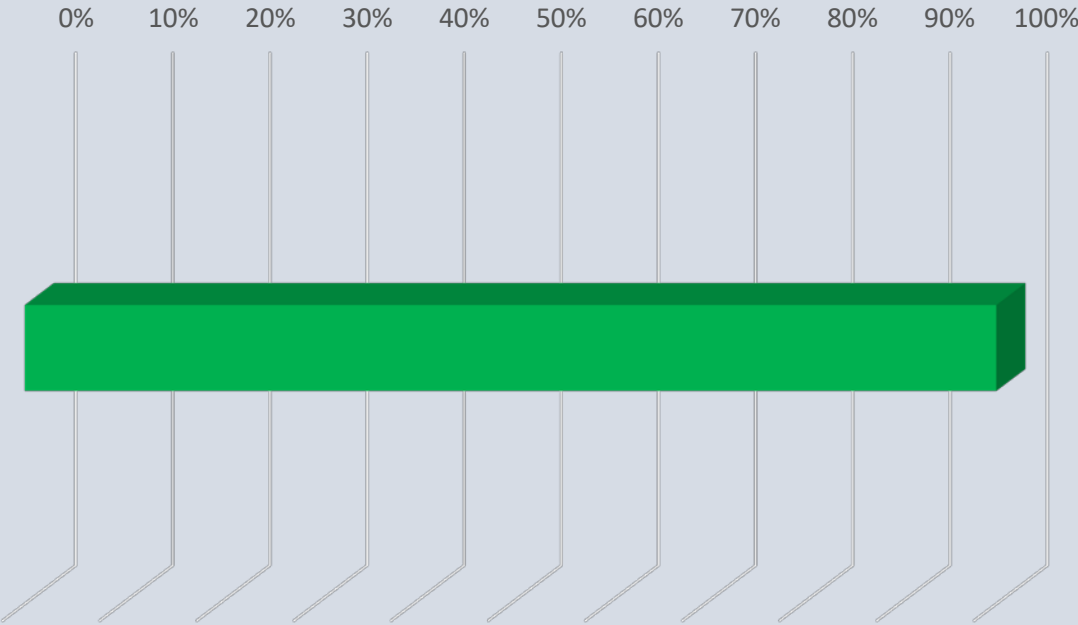


■ Current Collections ■ Uncollected

Revenue by Source



Breakdown by Department

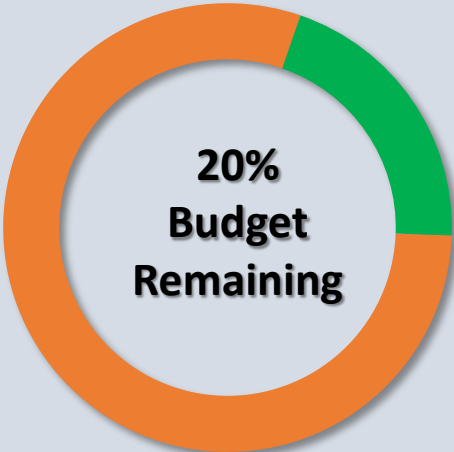


■ YTD Actuals ■ Outstanding Encumbrances ■ Remaining Budget

Gifts & Contributions Fund

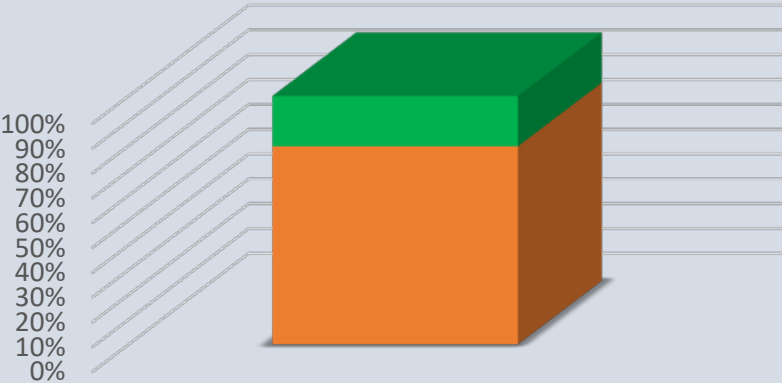
Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	13,551.97
Expenditures:	3,986.10
Difference	9,565.87

Expenditures:



■ YTD Actuals ■ Encumbrances ■ Remaining Budget

Breakdown by Account Group



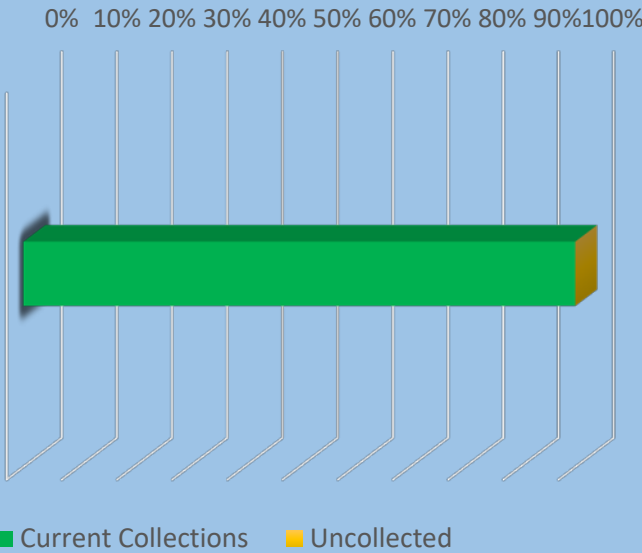
■ YTD Actuals ■ Encumbrances ■ Remaining Balance

Revenues:



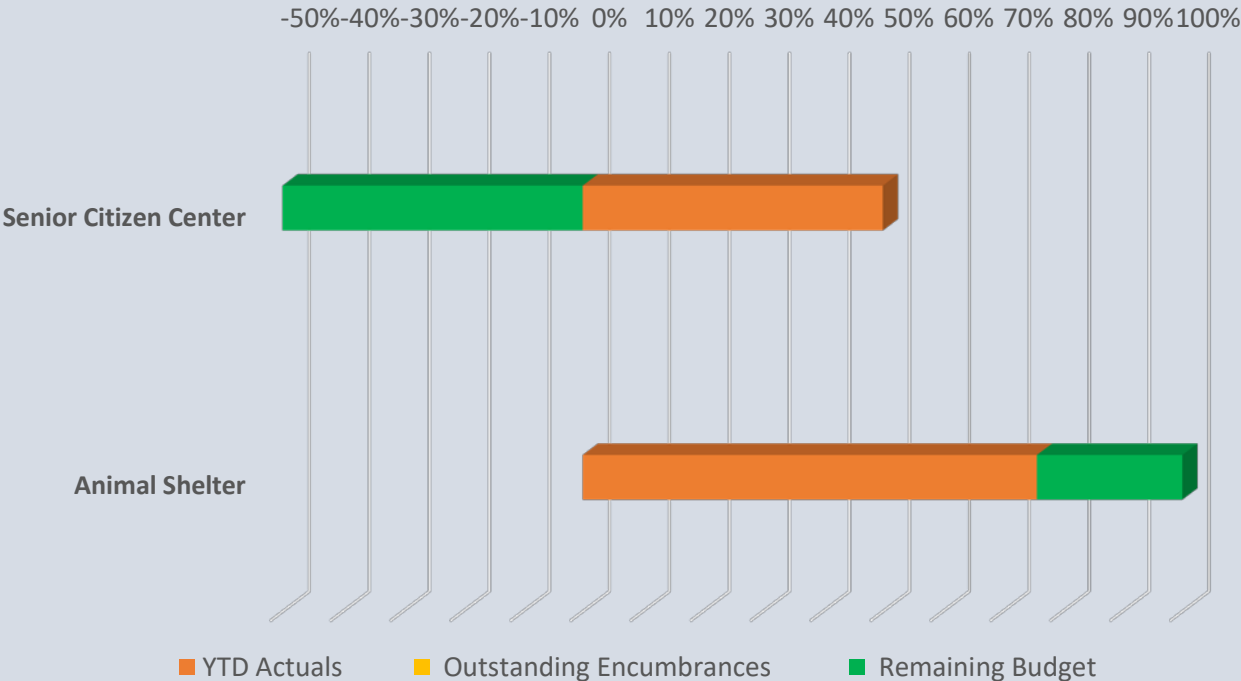
■ Current Collections ■ Uncollected

Revenue by Source



■ Current Collections ■ Uncollected

Breakdown by Department



■ YTD Actuals ■ Outstanding Encumbrances ■ Remaining Budget

Sister Cities Fund

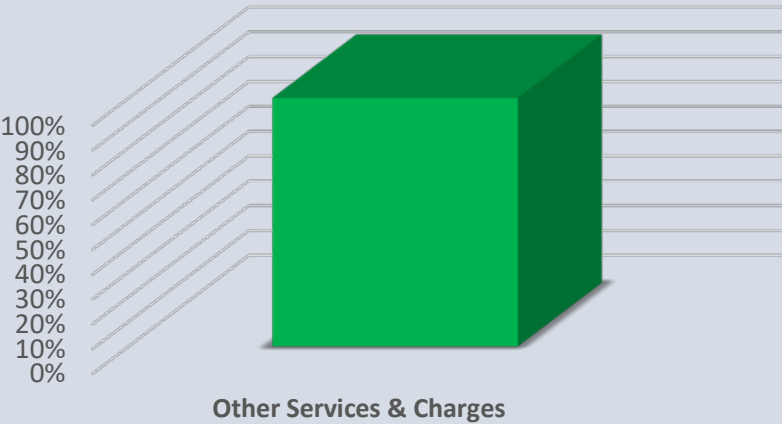
Revenues Vs Expenditures Summary 2021 Actuals YTD	
Revenues:	0.00
Expenditures:	0.00
Difference	0.00

Expenditures:



■ YTD Actuals ■ Encumbrances ■ Remaining Budget

Breakdown by Account Group



■ YTD Actuals ■ Encumbrances ■ Remaining Balance

Revenues:



■ Current Collections ■ Uncollected

Revenue by Source

0% 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

Other Revenue

Transfers In

■ Current Collections ■ Uncollected

Breakdown by Department

0% 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

Sister Cities

■ YTD Actuals ■ Outstanding Encumbrances ■ Remaining Budget

Numbers Behind the Graphs

General Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Taxes	16,003,318.83	10,555,046.73	5,448,272.10
Intergovernmental Rev	2,800,423.80	2,893,890.65	(93,466.85)
Licenses & Permits	229,650.00	186,575.46	43,074.54
Fines & Forfeitures	505,985.00	323,922.26	182,062.74
Charges for Services	21,859.16	4,803.26	17,055.90
Rental Revenues	162,020.00	86,083.25	75,936.75
Interest Income	19,500.00	7,726.12	11,773.88
Other Revenues	242,936.37	145,572.17	97,364.20
Transfers In	5,907,138.72	489,061.92	5,418,076.80
Total	\$ 25,892,831.88	\$ 14,692,681.82	\$ 11,200,150.06

General Fund cont.

EXPENDITURES:

Breakdown by Account Group

	Personnel Services	Materials and Supplies	Other Services & Charges	Transfers	Total
YTD Actuals	9,863,464.91	385,306.77	2,306,946.26	320,323.46	\$ 12,876,041.40
Encumbrances	5,741.25	96,851.92	562,114.04	-	\$ 664,707.21
Remaining Budget	7,974,431.69	270,731.31	1,862,683.45	604,445.90	\$ 10,712,292.35
Total Budget	\$ 17,843,637.85	\$ 752,890.00	\$ 4,731,743.75	\$ 924,769.36	\$ 24,253,040.96

Breakdown by Department

Department	YTD Actuals	Encumbrances	Remaining Budget	Total Budget
City Manager	356,895.72	7,838.03	213,015.66	\$ 577,749.41
City Attorney	146,798.02	72,550.78	(19,348.80)	\$ 200,000.00
Accounting	384,468.36	66,852.51	273,369.92	\$ 724,690.79
Information Systems	234,984.31	40,261.89	385,271.44	\$ 660,517.64
Municipal Court	186,031.50	23,523.75	202,642.35	\$ 412,197.60
City Clerk	162,780.50	12,269.47	166,084.49	\$ 341,134.46
Human Resources	149,314.04	22,266.86	101,635.78	\$ 273,216.68
Code Enforcement	401,641.33	10,554.20	507,805.38	\$ 920,000.91
Police Administration	323,876.93	2,301.91	294,195.47	\$ 620,374.31
Police Patrol	3,232,109.79	26,693.32	2,439,204.61	\$ 5,698,007.72
Criminal Investigation Division	633,523.27	438.36	555,183.42	\$ 1,189,145.05
Animal Control	120,980.93	7,536.49	66,498.77	\$ 195,016.19
Dispatch	390,997.35	1,534.49	276,115.10	\$ 668,646.94
Fire Prevention	384,862.11	2,268.00	247,699.07	\$ 634,829.18
Fire Suppression	2,617,188.82	78,180.40	2,221,303.59	\$ 4,916,672.81
Fire Training	88,987.47	7,047.62	105,794.32	\$ 201,829.41
Emergency Management	131,662.87	56,685.60	149,419.93	\$ 337,768.40
L.E.P.C.	-	-	1,000.00	\$ 1,000.00
Engineering	96,083.92	3,673.24	174,542.04	\$ 274,299.20
Streets	456,428.36	41,155.47	339,057.83	\$ 836,641.66
Traffic Control	139,157.18	25,998.69	93,491.54	\$ 258,647.41
Parks	489,427.55	19,244.44	313,864.62	\$ 822,536.61
Cemetery	231,566.71	6,024.43	285,341.70	\$ 522,932.84
Municipal Auditorium	15,380.75	1,000.00	40,202.34	\$ 56,583.09
Community Center	14,431.14	3,420.62	23,819.30	\$ 41,671.06
Senior Citizens	24,060.64	15,945.63	41,677.79	\$ 81,684.06
Expo Operations	322,796.80		230,203.20	\$ 553,000.00
Equipment Services	129,152.17	1,200.00	114,453.52	\$ 244,805.69
Building Maintenance	105,313.17	36,998.07	55,801.24	\$ 198,112.48
Transfers Out	862,241.68		927,087.68	\$ 1,789,329.36
Shared Costs (Allocated)	42,898.01	71,242.94	(114,140.95)	\$ -
Total Budget	\$ 12,876,041.40	\$ 664,707.21	\$ 10,712,292.35	\$ 24,253,040.96

Street & Alley Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Taxes	275,000.00	160,683.09	114,316.91
Licenses & Permits	1,500.00	1,100.00	400.00
Other Revenues	6,360.00	3,710.00	2,650.00
Transfers In	162,140.00	70,000.00	92,140.00
Total	\$ 445,000.00	\$ 235,493.09	\$ 209,506.91

Expenditures:

Breakdown by Account Group

	Other Services & Charges	Total
YTD Actuals	215,090.50	\$ 215,090.50
Encumbrances	-	\$ -
Remaining Budget	229,909.50	\$ 229,909.50
Total Budget	\$ 445,000.00	\$ 445,000.00

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Streets	215,090.50		229,909.50	\$ 445,000.00
Total	\$ 215,090.50	\$ -	\$ 229,909.50	\$ 445,000.00

E-911 Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Taxes	305,000.00	163,001.94	141,998.06
Total	\$ 305,000.00	\$ 163,001.94	\$ 141,998.06

Expenditures:

Breakdown by Account Group

	Personal Services	Materials & Supplies	Other Services & Charges	Capital Outlay	Total
YTD Actuals	14,685.41	-	94,763.93	-	\$109,449.34
Encumbrances	-	-	90,256.67	-	\$ 90,256.67
Remaining Budget	117,314.59	5,000.00	(12,020.60)	95,000.00	\$205,293.99
Total Budget	\$ 132,000.00	\$ 5,000.00	\$ 173,000.00	\$ 95,000.00	\$405,000.00

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Dispatch	109,449.34	90,256.67	205,293.99	\$ 405,000.00
Total	\$ 109,449.34	\$ 90,256.67	\$ 205,293.99	\$ 405,000.00

Revolving Oil & Gas Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Licenses & Permits	13,750.00	750.00	13,000.00
Total	\$ 13,750.00	\$ 750.00	\$ 13,000.00

Expenditures:

Breakdown by Account Group

	Transfers	Total
YTD Actuals	-	\$ -
Encumbrances	-	\$ -
Remaining Budget	310,729.00	\$ 310,729.00
Total Budget	\$ 310,729.00	\$ 310,729.00

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Transfers Out	-	-	310,729.00	\$ 310,729.00
Total	\$ -	\$ -	\$ 310,729.00	\$ 310,729.00

Economic Development Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Taxes	290,443.99	197,622.60	92,821.39
Interest Income	277.82	159.72	118.10
Total	\$ 290,721.81	\$ 197,782.32	\$ 92,939.49

Expenditures:

Breakdown by Account Group

	Other Services & Charges	Transfers	Total
YTD Actuals	128,698.20	-	\$ 128,698.20
Encumbrances	128,698.20		\$ 128,698.20
Remaining Budget	356.4	15,000.00	\$ 15,356.40
Total Budget	\$ 257,752.80	\$ 15,000.00	\$ 272,752.80

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Economic Development	128,698.20	128,698.20	356.40	\$ 257,752.80
Transfers Out	-	-	15,000.00	\$ 15,000.00
Total	\$ 128,698.20	\$ 128,698.20	\$ 15,356.40	\$ 272,752.80

Spay/Neuter Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Other Revenues	2,500.00	1,735.00	765.00
Total	\$ 2,500.00	\$ 1,735.00	\$ 765.00

Expenditures:

Breakdown by Account Group

	Other Services & Charges	Total
YTD Actuals	6,259.80	\$ 6,259.80
Encumbrances	1,139.00	\$ 1,139.00
Remaining Budget	101.2	\$ 101.20
Total Budget	\$ 7,500.00	\$ 7,500.00

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Animal Control	6,259.80	1,139.00	101.20	\$ 7,500.00
Total	\$ 6,259.80	\$ 1,139.00	\$ 101.20	\$ 7,500.00

Hotel/Motel Surcharge Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Taxes	430,000.00	257,764.56	172,235.44
Interest Income	50.00	-	50.00
Other Revenues	-	902.38	(902.38)
Total	\$ 430,050.00	\$ 258,666.94	\$ 171,383.06

Expenditures:

Breakdown by Account Group

	Personnel Services	Materials and Supplies	Other Services & Charges	Transfers	Total
YTD Actuals	54,985.25	956.70	168,183.01	2,367.11	\$226,492.07
Encumbrances	-	3,553.42	72,707.96	-	\$ 76,261.38
Remaining Budget	44,459.21	2,689.88	80,267.03	1,932.89	\$129,349.01
Total Budget	\$ 99,444.46	\$ 7,200.00	\$321,158.00	\$ 4,300.00	\$432,102.46

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Tourism	154,444.16	76,261.38	73,496.92	\$ 304,202.46
Community Service	69,680.80	-	53,919.20	\$ 123,600.00
Transfers Out	2,367.11	-	1,932.89	\$ 4,300.00
Total	\$ 226,492.07	\$ 76,261.38	\$129,349.01	\$ 432,102.46

Police Sales Tax Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Taxes	347,269.87	247,028.16	100,241.71
Interest Income	347.27	199.64	147.63
Total	\$ 347,617.14	\$ 247,227.80	\$ 100,389.34

Expenditures:

Breakdown by Account Group

	Transfers	Total
YTD Actuals	247,227.80	\$ 247,227.80
Encumbrances	-	\$ -
Remaining Budget	100,389.34	\$ 100,389.34
Total Budget	\$ 347,617.14	\$ 347,617.14

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Transfers Out	247,227.80	-	100,389.34	\$ 347,617.14
Total	\$ 247,227.80	\$ -	\$ 100,389.34	\$ 347,617.14

Fire Sales Tax Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Taxes	347,269.87	247,028.16	100,241.71
Interest Income	347.27	199.64	147.63
Total	\$ 347,617.14	\$ 247,227.80	\$ 100,389.34

Expenditures:

Breakdown by Account Group

	Transfers	Total
YTD Actuals	247,227.80	\$ 247,227.80
Encumbrances	-	\$ -
Remaining Budget	100,389.34	\$ 100,389.34
Total Budget	\$ 347,617.14	\$ 347,617.14

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Transfers Out	247,227.80	-	100,389.34	\$ 347,617.14
Total	\$ 247,227.80	\$ -	\$ 100,389.34	\$ 347,617.14

Tax Increment Finance Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Taxes	41,600.00	26,256.50	15,343.50
Total	\$ 41,600.00	\$ 26,256.50	\$ 15,343.50

Expenditures:

Breakdown by Account Group

	Capital Outlay	Total
YTD Actuals	-	\$ -
Encumbrances	-	\$ -
Remaining Budget	41,600.00	\$ 41,600.00
Total Budget	\$ 41,600.00	\$ 41,600.00

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Planning	-	-	41,600.00	\$ 41,600.00
Total	\$ -	\$ -	\$ 41,600.00	\$ 41,600.00

Drug Forfeiture Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Intergovernmental Rev	4,000.00	-	4,000.00
Other Revenue	-	0.38	(0.38)
Total	\$ 4,000.00	\$ 0.38	\$ 3,999.62

Expenditures:

Breakdown by Account Group

	Materials and Supplies	Total
YTD Actuals	4,245.83	\$ 4,245.83
Encumbrances	927	\$ 927.00
Remaining Budget	6,827.17	\$ 6,827.17
Total Budget	\$ 12,000.00	\$ 12,000.00

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Police Patrol	4,245.83	927.00	6,827.17	\$ 12,000.00
Total	\$ 4,245.83	\$ 927.00	\$ 6,827.17	\$ 12,000.00

CDBG Grants

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Intergovernmental Rev	656,000.00	180,744.43	475,255.57
Other Revenues	17,315.00	4,243.44	13,071.56
Transfers In	181,685.69	60,328.32	121,357.37
Total	\$ 855,000.69	\$ 245,316.19	\$ 609,684.50

Expenditures:

Breakdown by Account Group

	Personnel Services	Materials and Supplies	Other Services & Charges	Total
YTD Actuals	63,295.47	108.51	188,270.76	\$ 251,674.74
Encumbrances	-	-	34,257.00	\$ 34,257.00
Remaining Budget	57,183.33	391.49	329,808.41	\$ 387,383.23
Total Budget	\$ 120,478.80	\$ 500.00	\$ 552,336.17	\$ 673,314.97

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
CDBG Administration	31,593.51	-	43,556.86	\$ 75,150.37
CDBG Housing Rehab	220,081.23	34,257.00	343,826.37	\$ 598,164.60
Total	\$ 251,674.74	\$ 34,257.00	\$ 387,383.23	\$ 673,314.97

ODOC NSP Program

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Other Revenue	-	4,790.80	(4,790.80)
Total	\$ -	\$ 4,790.80	\$ (4,790.80)

Expenditures:

Breakdown by Account Group

	Transfers Out	Total
YTD Actuals	60,328.32	\$ 60,328.32
Encumbrances		\$ -
Remaining Budget	28,870.02	\$ 28,870.02
Total Budget	\$ 89,198.34	\$ 89,198.34

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Transfers Out	60,328.32		28,870.02	\$ 89,198.34
Total	\$ 60,328.32	\$ -	\$ 28,870.02	\$ 89,198.34

Home Rehab Program Income

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Other Revenue	-	3,283.92	(3,283.92)
Total	\$ -	\$ 3,283.92	\$ (3,283.92)

Expenditures:

Breakdown by Account Group

	Transfers Out	Total
YTD Actuals	-	\$ -
Encumbrances	-	\$ -
Remaining Budget	92,487.35	\$ 92,487.35
Total Budget	\$ 92,487.35	\$ 92,487.35

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Transfers Out	-	-	92,487.35	\$ 92,487.35
Total	\$ -	\$ -	\$ 92,487.35	\$ 92,487.35

Capital Improvement Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Taxes	2,250,940.54	1,531,574.93	719,365.61
Interest Income	6,153.07	1,201.26	4,951.81
Other Revenues	128,011.13	27,795.91	100,215.22
Total	\$ 2,385,104.74	\$ 1,560,572.10	\$ 824,532.64

Expenditures:

Breakdown by Account Group

	Other Services & Charges	Capital Outlay	Debt Service	Transfers	Total
YTD Actuals	718.36	156,275.92	558,682.87	-	\$ 715,677.15
Encumbrances		174,517.82	-	-	\$ 174,517.82
Remaining Budget	(718.36)	212,206.26	551,861.25	861,000.00	\$ 1,624,349.15
Total Budget	\$ -	\$ 543,000.00	\$ 1,110,544.12	\$ 861,000.00	\$ 2,514,544.12

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Finance	30.85		(30.85)	\$ -
Information Systems	52,277.00	8,197.00	89,526.00	\$ 150,000.00
Police Patrol	38,784.00	52,172.69	(22,056.69)	\$ 68,900.00
Fire Suppression	-	8,140.00	92,360.00	\$ 100,500.00
Streets	28,012.30	-	1,987.70	\$ 30,000.00
Parks	21,198.99	75,917.00	16,484.01	\$ 113,600.00
Library	7,450.00		2,550.00	\$ 10,000.00
Utility Administration	687.51		(687.51)	\$ -
Municipal Auditorium			10,000.00	\$ 10,000.00
Senior Center	3,488.24		6,511.76	\$ 10,000.00
Equipment Services			10,000.00	\$ 10,000.00
Building Maintenance	5,065.39	30,091.13	4,843.48	\$ 40,000.00
Debt Service	558,682.87		551,861.25	\$ 1,110,544.12
Transfers Out	-		861,000.00	\$ 861,000.00
Total	\$ 715,677.15	\$ 174,517.82	\$ 1,624,349.15	\$ 2,514,544.12

Street Improvement Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Taxes	2,541,384.36	1,729,197.42	812,186.94
Intergovernmental Rev.	1,000,000.00	-	1,000,000.00
Interest Income	18,930.88	929.35	18,001.53
Other Revenues	175,412.43	175,412.43	-
Transfers In	300,000.00	-	300,000.00
Total	\$ 4,035,727.67	\$ 1,905,539.20	\$ 2,130,188.47

Expenditures:

Breakdown by Account Group

	Other Charges & Services	Capital Outlay	Transfers	Total
YTD Actuals	189.20	1,177,322.50	-	\$ 1,177,511.70
Encumbrances	-	276,498.65	-	\$ 276,498.65
Remaining Budget	(189.20)	4,155,559.43	1,148,713.21	\$ 5,304,083.44
Total Budget	\$ -	\$ 5,609,380.58	\$ 1,148,713.21	\$ 6,758,093.79

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Engineering	989,371.22	36,155.00	4,033,854.36	\$ 5,059,380.58
Streets	155,061.48	240,343.65	104,594.87	\$ 500,000.00
Traffic Control	33,079.00	-	16,921.00	\$ 50,000.00
Transfers Out	-	-	1,148,713.21	\$ 1,148,713.21
Total	\$ 1,177,511.70	\$ 276,498.65	\$ 5,304,083.44	\$ 6,758,093.79

2018 Capital Improvement Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Taxes	2,904,439.33	1,976,225.66	928,213.67
Interest Income	52,778.15	2,320.89	50,457.26
Other Revenue	16,875,006.07	18.17	16,874,987.90
Total	\$ 19,832,223.55	\$ 1,978,564.72	\$ 17,853,658.83

Expenditures:

Breakdown by Account Group

	Other Services & Charges	Capital Outlay	Debt Service	Total
YTD Actuals	13,950.01	1,916,590.30	-	\$ 1,930,540.31
Encumbrances	44,775.00	1,406,171.22	-	\$ 1,450,946.22
Remaining Budget	121,274.99	16,486,986.63	2,740,798.33	\$ 19,349,059.95
Total Budget	\$ 180,000.00	\$ 19,809,748.15	\$ 2,740,798.33	\$ 22,730,546.48

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Police Patrol	1,862,234.38	1,358,836.22	433,533.55	\$ 3,654,604.15
Engineering	-	-	1,750,000.00	\$ 1,750,000.00
Streets	35,500.00	60,000.00	5,440,655.00	\$ 5,536,155.00
Parks	17,950.00	32,110.00	8,892,929.00	\$ 8,942,989.00
Library	14,855.93	-	71,144.07	\$ 86,000.00
Senior Citizens Center	-	-	20,000.00	\$ 20,000.00
Debt Service	-	-	2,740,798.33	\$ 2,740,798.33
Total	\$ 1,930,540.31	\$ 1,450,946.22	\$ 19,349,059.95	\$ 22,730,546.48

Aquatic Center

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Charges for Services	102,500.00	40,132.50	62,367.50
Other Revenues	12,000.00	4,917.15	7,082.85
Interest Income	37,500.00	22,986.20	14,513.80
Transfers In	202,366.73	132,672.74	69,693.99
Total	\$ 354,366.73	\$ 200,708.59	\$ 153,658.14

Expenditures:

Breakdown by Account Group

	Personnel Services	Materials and Supplies	Other Services & Charges	Total
YTD Actuals	157,708.99	16,460.34	16,445.93	\$ 190,615.26
Encumbrances	-	2,458.23	4,185.00	\$ 6,643.23
Remaining Budget	84,127.73	54,781.43	18,199.07	\$ 157,108.23
Total Budget	\$ 241,836.72	\$ 73,700.00	\$ 38,830.00	\$ 354,366.72

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Pool	190,615.26	6,643.23	157,108.23	\$ 354,366.72
Total	\$ 190,615.26	\$ 6,643.23	\$ 157,108.23	\$ 354,366.72

Shawnee Municipal Authority

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Intergovernmental Rev	68,609.89	68,609.89	
Licenses and Permits	25,460.00	13,552.00	11,908.00
Charges for Services	14,254,668.00	8,834,624.05	5,420,043.95
Interest Income	35,000.00	11,874.37	23,125.63
Other Revenues	3,935,929.87	164,272.66	3,771,657.21
Transfers In	1,979,713.21	-	1,979,713.21
Total	\$ 20,299,380.97	\$ 9,092,932.97	\$ 11,206,448.00

Expenditures:

Breakdown by Account Group

	Personnel Services	Materials and Supplies	Other Services & Charges	Capital Outlay	Debt Service	Transfers	Total
YTD Actuals	1,487,612.87	410,520.23	3,378,250.15	885,428.55	2,006,022.74	-	\$ 8,167,834.54
Encumbrances	-	141,431.86	1,341,626.07	146,522.00	-	-	\$ 1,629,579.93
Remaining Budget	1,471,052.56	144,987.91	2,275,978.43	1,220,093.25	339,970.35	4,866,000.00	\$ 10,318,082.50
Total Budget	\$ 2,958,665.43	\$ 696,940.00	\$ 6,995,854.65	\$ 2,252,043.80	\$ 2,345,993.09	\$ 4,866,000.00	\$ 20,115,496.97

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Utility Billing	324,439.68	20,999.50	368,319.62	\$ 713,758.80
Utility Administration	2,958,465.92	1,073,941.70	1,684,355.61	\$ 5,716,763.23
Lake Operations	53,572.88	8,775.00	101,852.12	\$ 164,200.00
Water Production	709,934.88	236,676.28	556,016.59	\$ 1,502,627.75
Water Distribution	1,219,536.82	172,019.29	1,002,251.12	\$ 2,393,807.23
North Sewer Treatment	259,018.28	78,851.12	236,864.75	\$ 574,734.15
South Sewer Treatment	383,309.61	24,740.61	338,300.81	\$ 746,351.03
Sewer Collection	253,533.73	13,576.43	824,151.53	\$ 1,091,261.69
Debt Service	2,006,022.74	-	339,970.35	\$ 2,345,993.09
Transfers Out	-	-	4,866,000.00	\$ 4,866,000.00
Total	\$ 8,167,834.54	\$ 1,629,579.93	\$ 10,318,082.50	\$ 20,115,496.97

Shawnee Airport Authority

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Intergovernmental Rev	1,023,439.80	417,133.00	606,306.80
Rental Revenues	284,002.70	121,451.30	162,551.40
Other Revenues	131,850.00	72,066.29	59,783.71
Transfers In	192,460.00	72,460.00	120,000.00
Total	\$ 1,631,752.50	\$ 683,110.59	\$ 948,641.91

Expenditures:

Breakdown by Account Group

	Personnel Services	Materials and Supplies	Other Services & Charges	Capital Outlay	Total
YTD Actuals	104,214.63	81,543.80	38,581.15	521,053.02	\$ 745,392.60
Encumbrances	0	160,556.22	20,524.66	274,063.88	\$ 455,144.76
Remaining Budget	96,368.06	4,249.98	72,391.19	258,705.10	\$ 431,714.33
Total Budget	\$ 200,582.69	\$ 246,350.00	\$ 131,497.00	\$ 1,053,822.00	\$ 1,632,251.69

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Airport	745,392.60	455,144.76	431,714.33	\$ 1,632,251.69
Total	\$ 745,392.60	\$ 455,144.76	\$ 431,714.33	\$ 1,632,251.69

Workers' Compensation Self-Insurance Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Other Revenues	-	7,078.23	(7,078.23)
Transfers In	809,683.00	181,501.74	628,181.26
Total	\$ 809,683.00	\$ 188,579.97	\$ 621,103.03

Expenditures:

Breakdown by Account Group

	Other Services & Charges	Total
YTD Actuals	215,793.60	\$ 215,793.60
Encumbrances		\$ -
Remaining Budget	593,889.34	\$ 593,889.34
Total Budget	\$ 809,682.94	\$ 809,682.94

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Workers' Comp Self- Insurance Fund	215,793.60		593,889.34	\$ 809,682.94
Total	\$ 215,793.60	\$ -	\$ 593,889.34	\$ 809,682.94

Library Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Other Revenue	-	175.24	(175.24)
Transfers In	97,802.63	45,190.72	52,611.91
Total	\$ 97,802.63	\$ 45,365.96	\$ 52,436.67

Expenditures:

Breakdown by Account Group

	Personnel Services	Materials and Supplies	Other Services & Charges	Total
YTD Actuals	18,402.53	1,492.06	24,519.63	\$ 44,414.22
Encumbrances	-	946.08	21,589.21	\$ 22,535.29
Remaining Budget	13,640.08	1,941.86	15,271.16	\$ 30,853.10
Total Budget	\$ 32,042.61	\$ 4,380.00	\$ 61,380.00	\$ 97,802.61

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Library	44,414.22	22,535.29	30,853.10	\$ 97,802.61
Total	\$ 44,414.22	\$ 22,535.29	\$ 30,853.10	\$ 97,802.61

Cemetery Perpetual Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Transfers In	4,000.00	13,667.98	(9,667.98)
Total	\$ 4,000.00	\$ 13,667.98	\$ (9,667.98)

Expenditures:

Breakdown by Account Group

	Other Services & Charges	Capital Outlay	Total
YTD Actuals	-	-	\$ -
Encumbrances	-	-	\$ -
Remaining Budget	4,500.00	20,000.00	\$ 24,500.00
Total Budget	\$ 4,500.00	\$ 20,000.00	\$ 24,500.00

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Cemetery	-	-	24,500.00	\$ 24,500.00
Total	\$ -	\$ -	\$ 24,500.00	\$ 24,500.00

Gifts & Contributions Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Gifts and Donations	13,531.97	13,551.97	(20.00)
Total	\$ 13,531.97	\$ 13,551.97	\$ (20.00)

Expenditures:

Breakdown by Account Group

	Materials and Supplies	Total
YTD Actuals	3,986.10	\$ 3,986.10
Encumbrances	-	\$ -
Remaining Budget	1,013.90	\$ 1,013.90
Total Budget	\$ 5,000.00	\$ 5,000.00

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Senior Citizen Center	199.71	-	(199.71)	-
Animal Shelter	3,786.39	-	1,213.61	5,000.00
Total	3,786.39	-	1,013.90	5,000.00

Sister Cities Fund

REVENUES:

Breakdown by Source

Source	Projected Revenue	Current Collections	Uncollected
Other Revenue	15,000.00	-	15,000.00
Transfers In	15,000.00	-	15,000.00
Total	\$ 30,000.00	\$ -	\$ 30,000.00

Expenditures:

Breakdown by Account Group

	Other Services & Charges	Total
YTD Actuals	-	\$ -
Encumbrances	-	\$ -
Remaining Budget	30,000.00	\$ 30,000.00
Total Budget	\$ 30,000.00	\$ 30,000.00

Breakdown by Department

Department	YTD Actuals	Outstanding Encumbrances	Remaining Budget	Total Budget
Sister Cities	-	-	30,000.00	\$ 30,000.00
Total	\$ -	\$ -	\$ 30,000.00	\$ 30,000.00