AGENDA
BOARD OF CITY COMMISSIONERS
February 21, 2012 AT 6:30 P.M.
COMMISSION CHAMBERS AT CITY HALL
SHAWNEE, OKLAHOMA

CALL TO ORDER

DECLARATION OF A QUORUM

INVOCATION

REV. AMY PERKINS
UNITED PRESBYTERIAN

FLAG SALUTE

1. Consider approval of Agenda:

2. Consider approval of Consent Agenda:

   a. Minutes from the February 6, 2012 regular meeting.

   b. Budget Amendment Capital Improvements 301
   From fund balance to Expo for additional lighting

   c. Budget Amendment Capital Fund 301
   To adjust budget for loan taken in December 2011

   d. Acknowledge the following minutes and reports:
      - Beautification Committee minutes from December 8, 2011
      - Shawnee Urban Renewal Authority minutes from October 4, 2011 and minutes from January 4, 2012
      - License Payment Report January 1-31, 2012
      - Project Payment Report January 1-31, 2012

   e. Request by City Finance Director to receive RFP's for auditing City of Shawnee and Related Authorities financial statements for FY2011-2012.

   f. Authorize staff to apply for subgrant for Citizens Corps funding from the Office of Homeland Security.

   g. Authorize staff to submit a grant request through FEMA's FY2011 Staffing for Adequate Fire and Emergency Response (SAFER) program.

   h. Authorize staff to purchase one 2012 Chevrolet Silverado Crew Cab 4x4 pickup at state bid price of $27,535.00 from Danny Beck Chevrolet in Sapulpa, Oklahoma.

   i. Acknowledge Honor Roll Award from the U.S. Department of Housing and Urban Development to the City of Shawnee for activities conducted by the Shawnee Urban Renewal Authority.

3. Citizens Participation

(A three minute limit per person)
(A twelve minute limit per topic)

4. City Manager presentation of Employee of the Month to Linda Burg, Municipal Court.

5. Consideration of an ordinance annexing property located northwest of the intersection of MacArthur Street and Acme Road, just east of Highway 177. Applicant: Kickapoo Tribe of Oklahoma
(Continued from the December 19, 2011 meeting, January 17, 2012, and February 6, 2012)

6. Consider acceptance of public easements and dedications associated with the Final Plat of Cottage Park of Shawnee and authorizing recording of final plat and obtainment of signatures.

7. Acknowledge Sales Tax report received February, 2012.

8. Discussion of alternative funding methods and/or timing of capital improvement projects that were rejected by the voters on February 14, 2012.

9. New Business

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

10. Administrative Reports

11. Commissioners Comments

12. Consider an Executive Session for discussion and possible action of settlement of worker's compensation claim of Anthony Grasso, Case No. 2009-08537A pursuant to 25 O.S. §307(B)(4).

13. Consider an Executive Session to discuss status of Collective Bargaining Agreement with the IUPA, Local No. 3, for FY2011-2012 and FY2012-2013 as authorized by 25 O.S. §307(B)(2).

14. Consider an Executive Session to discuss potential claims, litigation or other options regarding encroachment into City's utility service area by other entities as authorized by 25 25 O.S. §307(B)(4).

15. Consider an Executive Session to discuss City Attorney's evaluation pursuant to 25 O.S. §307(B)(1).

16. Consider matters discussed in Executive Session regarding discussion and possible action of settlement of worker's compensation claim of Anthony Grasso, Case No. 2009-08537A pursuant to 25 O.S. §307(B)(4).

17. Consider matters discussed in Executive Session regarding status of Collective Bargaining Agreement with the IUPA, Local No. 3, for FY2011-2012 and FY2012-2013 as authorized by 25 O.S. §307(B)(2).

18. Consider matters discussed in Executive Session regarding potential claims, litigation or other options regarding encroachment into City's utility service area by other entities as authorized by 25 25 O.S. §307(B)(4).

19. Consider matters discussed in Executive Session regarding City Attorney's evaluation pursuant to 25 O.S. §307(B)(1).

20. Adjournment

Respectfully submitted

Phyllis Loftis, 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 accommodatons will be made. (ADA 28 CFR/36)

Regular Board of Commissioners **2. a.**

Meeting Date: 02/21/2012

Minutes 2-6-12

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Minutes from the February 6, 2012 regular meeting.

Attachments

Minutes 2-6-12

BOARD OF CITY COMMISSIONERS PROCEEDINGS
FEBRUARY 6, 2012 AT 6:30 P.M.

The Board of City Commissioners of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in Regular Session in the Commission Chambers at City Hall, 9th and Broadway, Shawnee, Oklahoma, Monday, February 6, 2012 at 6:30 p.m., pursuant to notice duly posted as prescribed by law. Mayor Peterson presided and called the meeting to order. Upon roll call, the following members were in attendance.

Linda Peterson
Mayor

Absent Commissioner Ward 1	Frank Sims Commissioner Ward 2
James Harrod Commissioner Ward 3	Billy Collier Commissioner Ward 4-Vice Mayor
Absent Commissioner Ward 5	Steve Smith Commissioner Ward 6

ABSENT: Pam Stephens, John Winterringer

INVOCATION — Rev. David Henry, Calvary Baptist Church

FLAG SALUTE

AGENDA ITEM NO. 1: Consider approval of Agenda.

A motion was made by Commissioner Sims, seconded by Vice Mayor Collier, to approve the Agenda with Agenda Items No. 14 and 16 deferred to a later date. Motion carried 5-0.

AYE: Sims, Collier, Smith, Harrod, Peterson
NAY: None

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 Agenda Item Number 10.

b. Minutes from the January 17, 2012 regular meeting.

c. Acknowledge the following minutes:

- Traffic Commission minutes from October 25, 2011
- Planning Commission minutes from January 4, 2012
- Shawnee Civic and Cultural Development Authority minutes from December 15, 2011

d. Traffic Commission Board Recommendations from January 24, 2012

A. Consideration of request by Carl Packwood to have security lamp installed by Canadian Valley at the intersection of Bryan and Bradley at the Northeast corner

STAFF RECOMMENDATION: Staff recommends approval of request
BOARD RECOMMENDATION: Board recommends agreeing with Staff approval to install light

B. Consideration of request by Woodsong Homeowners Association to have 20mph speed limit signs installed at 3 different locations in Woodsong Addition

STAFF RECOMMENDATION: Staff recommends to deny request
BOARD RECOMMENDATION: Board agrees with Staff recommendation to deny request for sign installation

e. Acknowledge Oklahoma Municipal Retirement Fund refund of contributions from the Defined Contribution plan for Theresa Bartow.

f. Acknowledge Oklahoma Municipal Retirement Fund refund of contributions from the Defined Contribution plan for Susan Serena.

g. Acknowledge the Preliminary 2012-2013 Budget Schedule.

h. Authorize staff to request RFQ's for library reroofing project.

Commissioner Harrod requested that Consent Agenda Item No. 2h be pulled for separate consideration. A motion was made by Commissioner Harrod, seconded by Commissioner Sims, to approve the Consent Agenda Items a-g, less item h. Motion carried 5-0.

AYE: Harrod, Sims, Peterson, Collier, Smith
NAY: None

Regarding Consent Agenda Item 2h, Commissioner Harrod asked staff if an engineer or architect had been hired for the library reroofing project. Director of Operations James Bryce stated they are going to hire someone to help with preparing the bid specifications.

A motion was made by Commissioner Harrod, seconded by Vice Mayor Collier, to approve the staff to request RFQ's for library reroofing project per Consent Agenda Item h. Motion carried 5-0.

AYE: Harrod, Collier, Smith, Sims, Peterson
NAY: None

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

Richard Finley spoke regarding the proposed sports park and disputed the figures provided in the impact study. He stated that the sports park would have an annual cash deficit of as much as $1 million per year.

Jack Barrett spoke regarding his support of the proposed sports park and stated that we should look to the future – give a little to gain much more.

Mr. Barrett also stated that he is against the City removing the stop signs at Elm and Bradley. He had previously requested the stop signs be placed there and they were installed in 2006. He will be making a new request to the Traffic Commission to have them returned and asked for favorable consideration from the City Commission.

Hershel Ring spoke regarding problems with the Shawnee Police Department. He made several allegations of fraud and deception against two

unnamed police officers. He also stated Shawnee needs a new police chief and a new City Manager.

AGENDA ITEM NO. 4: Presentation by Eide Bailly of audited financial statements of the City of Shawnee and Related Authorities for the FY 2010-2011.

Carolyn Levings with Eide Bailly gave the presentation of the audited financial statements of the City of Shawnee and Related Authorities for the FY 2010-2011. Ms. Levings stated the audit was filed with the State of Oklahoma before the December 31, 2011 deadline. She stated it was a clean opinion with no material weaknesses found nor any prior period adjustments made.

Commissioner Harrod had questions regarding the unfunded retirement liability. Ms. Levings replied that retirement was 80% funded and indicated that this was an adequate number. Mayor Peterson asked about the uncompensated absences and Ms. Levings, assisted by Finance Director Cindy Sementelli, explained that the City's compensated absences are 100% funded.

AGENDA ITEM NO. 5: Presentation of Annual Report and Budget for the Shawnee Convention and Visitor Bureau by Gordona Rowell, Director.

Gordona Rowell gave the presentation on the Shawnee Convention and Visitor Bureau Annual Report. She reported that 2011 was a record-breaking year for occupancy surcharge collections at $427,000. The hotel occupancy rate was up 4% in 2011 and the average daily rate and the revenue per available room also saw increases. Future projects include upgrading their website and focusing on the meeting and conference market. She further noted that a total of $27,000.00 was spent last year as direct support to events. CVB has active Facebook and Twitter accounts.

AGENDA ITEM NO. 6: Reconvene public hearing and consideration of an ordinance annexing property located northwest of the intersection of MacArthur Street and Acme Road, just east of Highway 177. Applicant: Kickapoo Tribe of Oklahoma *(Continued from the December 19, 2011 meeting at the request of the*

applicant and the January 17, 2012 meeting for additional documents)

Mayor Peterson opened the public hearing for public comments. No one appeared to speak in support or opposition of this item and Mayor Peterson closed the public hearing. City Attorney Mary Ann Karns stated she will meet with the tribe's attorneys on Wednesday, February 8, 2012, and requested that the Commission once again defer consideration of this item until the next City Commission meeting on February 21, 2012.

A motion was made by Commissioner Smith, seconded by Commissioner Sims, to defer the consideration of this item until the February 21, 2012 City Commission. Motion Carried 5-0.

AYE: Smith, Sims, Harrod, Peterson, Collier
NAY: None

AGENDA ITEM NO. 7: Public hearing and consideration of a Conditional Use Permit in A-1 zoning for property located at 16209 C Patterson Road. Case P04-12 Applicant: Lance and Destiny Walker

Mayor Peterson declared a public hearing in session to consider a Conditional Use Permit in A-1 zoning for property located at 16209 C Patterson Road.

A motion was made by Commissioner Harrod, seconded by Vice Mayor Collier, to approve a Conditional Use Permit in A-1 zoning for property located at 16209 C Patterson Road with the following conditions:

1. The manufactured home must meet the zoning setback requirements for the A-1 zoning.
2. The manufactured home must be the pictured 1995 structure or a similar manufactured home of better quality as determined by the Zoning Administrator.

Ordinance No. 2471NS was introduced and the title read aloud.

AN ORDINANCE CONCERNING THE ZONING CLASSIFICATION OF THE FOLLOWING DESCRIBED PROPERTY LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF SHAWNEE, OKLAHOMA, TO-WIT: A TRACT OF LAND DESCRIBED AS BEGINNING AT A POINT 1595 FEET SOUTH AND 495 FEET EAST OF THE

NORTHWEST CORNER OF THE NORTHWEST QUARTER (NW/4) OF SECTION TWENTY-TWO (22), TOWNSHIP TEN (10) NORTH, RANGE TWO (2) EAST OF THE INDIAN MERIDIAN, POTTAWATOMIE COUNTY, OKLAHOMA; THENCE NORTH 531.2 FEET; THENCE EAST 205 FEET; THENCE SOUTH 531.2 FEET; THENCE W 205 FEET TO THE POINT OF BEGINNING; ACCORDING TO THE RECORDED PLAT THEREOF, REZONING SAID PROPERTY FROM A-1; AGRICULTURAL TO A-1P; AGRICULTURAL WITH A CONDITIONAL USE PERMIT; AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SHAWNEE ACCORDINGLY.

Motion carried 5-0.

AYE: Harrod, Collier, Smith, Sims, Peterson
NAY: None

AGENDA ITEM NO. 8: Consideration of approval of the Graystone Addition preliminary and final plats located North of Highland Street on the East side of Cleveland Street. Case S02-12 &S03-12. Applicant: Absentee Shawnee Housing Authority

A motion was made by Commissioner Harrod, seconded by Commissioner Sims, to approve the Graystone Addition preliminary and final plats located North of Highland Street on the East side of Cleveland Street with the following conditions:

1. A waiver of 90 feet to allow for a cul-de-sac to be placed 10 feet from the adjoining property line instead of the required 100 feet with the requirement that the applicant place sight proof fencing or landscaping as per the landscaping requirements between the two property lines.
2. Final infrastructure plans shall be submitted by the applicant and approved by the City and the City Engineer prior to construction.
3. Prior to filing the final plat, the applicant shall commence with making the required and proposed public site improvements in accordance with construction plans approved by the City Engineer or otherwise bond the project in accordance with City code.
4. All other applicable City standards apply.

Motion Carried 5-0.

AYE: Harrod, Sims, Peterson, Collier, Smith
NAY: None

AGENDA ITEM NO. 9: Consideration of approval of the Austin & Austin preliminary plat located in the 3800 block of North Harrison Street on the West side. Case #S04-12 Applicant: Landes Engineering LLC

A motion was made by Commission Harrod, seconded by Commissioner Sims, to approve the Austin & Austin preliminary plat located in the 3800 block of North Harrison Street on the West side with the following conditions:

1. The applicant shall build the private street (if approved) to city standards and the street design shall be approved by the City Engineer prior to construction.
2. Final infrastructure plans shall be submitted by the applicant and approved by the City and the City Engineer prior to construction.
3. All other applicable City standards apply.

Motion Carried 5-0.

AYE: Harrod, Sims, Peterson, Collier, Smith
NAY: None

AGENDA ITEM NO. 10: Consider Bids:

a. Harrison Street Planter Project COS-PW-11-06 (Open)

City Engineer John Krywicki announced that he had not received the official letter from the Oklahoma Department of Transportation regarding this project and requested permission to return the four bids received unopened to the bidders. He stated that once official approval from ODOT had been received he would re-bid the project.

A motion was made by Commissioner Harrod, seconded by Commissioner Smith, to reject and return the bids without opening and rebid the project upon ODOT's official approval. Motion carried 5-0.

AYE: Harrod, Smith, Sims, Peterson, Collier
NAY: None

b. Community Center Fire Suppression System (Award)

Director of Operations James Bryce announced that three bids were received and after review and consideration it was staff's recommendation to award the bid to Express Fire Protection of Oklahoma City, Oklahoma in the amount of $48,700.00.

A motion was made by Commissioner Sims, seconded by Commissioner Smith, to accept staff's recommendation and award the bid to Express Fire Protection in the amount of $48,700.00. Motion carried 5-0.

AYE: Sims, Smith, Harrod, Peterson, Collier
NAY: None

AGENDA ITEM NO. 11: New Business (Any matter not known about or which could not have been reasonably foreseen prior to the posting of the agenda)

There was no New Business.

AGENDA ITEM NO. 12: Administrative Reports

Community Development Director Justin Erickson discussed the voter information brochures that were distributed in the Countywide and Shawnee News-Star papers regarding the February 14th vote on capital improvement projects. He also stated that notice about the upcoming election was included in the utility bills, Shawnee's cable channel and on the city website.

Interim Fire Chief Dru Tischer provided information on the SAFER grant opportunity to hire firefighters. If awarded, the grant would allow hiring 3 additional firefighters (one per shift). This grant would guarantee salaries for two years. Chief Tischer will bring this matter back to the Commission for consideration at the next City Commission meeting.

AGENDA ITEM NO. 13: Commissioners Comments

Mayor Peterson spoke regarding items brought before the Traffic Commission. She requested more information be provided to Commissioners from the Traffic Commission and staff relating to the items being considered.

Mayor Peterson asked City Engineer John Krywicki about progress on Kickapoo Street. He stated that we have received the plans back from ODOT, although corrections, in some instances, were not made and the plan will need to be returned to them. He further stated that bid letting is still scheduled for Spring

2012.

Still on the topic of Kickapoo Street, Mayor Peterson asked City Attorney Mary Ann Karns whether everything had been completed concerning Shawnee Animal Hospital. Ms. Karns replied that there were still items to be addressed.

In response to a question from Commissioner Smith, Ms. Karns indicated that the City could proceed with the work on Kickapoo Street with a "right of access", even if there are pending unresolved legal/financial issues to be settled.

AGENDA ITEM NO. 14: Consider an Executive Session to discuss status of Collective Bargaining Agreement with the IUPA, Local No. 3, for FY2011-2012 and FY2012-2013 as authorized by 25 O.S. §307(B)(2).

Item pulled from agenda.

AGENDA ITEM NO. 15: Consider an Executive Session to discuss City Manager's evaluation pursuant to 25 O.S. §307(B)(1).

A motion was made by Commissioner Sims, seconded by Vice Mayor Collier, to enter into Executive Session to discuss City Manager's evaluation pursuant to 25 O.S. §307(B)(1). Motion carried 5-0.

AYE: Sims, Collier, Smith, Harrod, Peterson
NAY: None

COMMISSION ENTERS EXECUTIVE SESSION AT 7:53 P.M.

COMMISSION RETURNS FROM EXECUTIVE SESSION WITH ALL COMMISSIONERS PRESENT AT 8:08 P.M.

AGENDA ITEM NO. 16: Consider matters discussed in Executive Session regarding status of Collective Bargaining Agreement with the IUPA, Local No. 3, for FY2011-2012 and FY2012-2013 as authorized by 25 O.S. §307(B)(2).

Item pulled from agenda.

AGENDA ITEM NO. 17: Consider matters discussed in Executive Session regarding City Manager's evaluation pursuant to 25 O.S. §307(B)(1).

The Commission decided to wait to consider this matter when all seven Commissioners were present, therefore no action was taken.

AGENDA ITEM NO. 17: Adjournment

There being no further business to be considered, a motion was made by Commissioner Sims, seconded by Commissioner Smith, that the meeting be adjourned. Motion carried 5-0. (8:10 p.m.)

AYE: Sims, Smith, Harrod, Peterson, Collier
NAY: None

_____
LINDA PETERSON, MAYOR

ATTEST:

_____
PHYLLIS LOFTIS, CITY CLERK

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

Meeting Date: 02/21/2012

Budget Amendment Expo

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Budget Amendment Capital Improvements 301

From fund balance to Expo for additional lighting

Attachments

Expo

City of Shawnee
Budget Amendment
Capital Improvements 301
February 21, 2012

Estimated Revenue, Fund Balance, or Transfers IN

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
301	3001			Fund Balance	94,152.61	(58,561.00)	35,591.61
							-
							-
							-
				Total		(58,561.00)	35,591.61

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
301	5-1210-5420	212	1210-03	Capital Improvements- EXPO	100,000.00	58,561.00	158,561.00
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
					100,000.00	58,561.00	158,561.00

Approved by the City Commission this

to accommodate additional lightning at the expo

Approved:

Mayor

Attest:

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

Regular Board of Commissioners **2. c.**

Meeting Date: 02/21/2012

Budget Amendment Loan

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Budget Amendment Capital Fund 301

To adjust budget for loan taken in December 2011

Attachments

Loan

City of Shawnee
Budget Amendment
Capital Fund 301
February 21, 2012

Estimated Revenue, Fund Balance, or Transfers IN

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
301	4855			Bond Proceeds-non taxable	-	1,480,000.00	1,480,000.00
301	4860			Bond Proceeds-taxable	-	2,365,000.00	2,365,000.00
							-
							-
				Total		3,845,000.00	3,845,000.00

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
301	5-1110-5455			Capital Improvements- Library Roof	-	250,000.00	250,000.00
301	5-0940-5425			Capital Improvements-Airport Track	-	400,000.00	400,000.00
301	5-0720-5455			Capital Improvements-Squad one Apparatus	-	465,000.00	465,000.00
301	5-0950-5455			Capital Improvements- Cemetary Building	-	365,000.00	365,000.00
301	5-1210-5425			Capital Improvements-Expo	-	2,365,000.00	2,365,000.00
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
					-	3,845,000.00	3,845,000.00

Approved by the City Commission this

To Adjust budget for loan taken in december

Approved:

Mayor

Attest:

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

Regular Board of Commissioners **2. d.**

Meeting Date: 02/21/2012

Reports and Minutes

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Acknowledge the following minutes and reports:

- Beautification Committee minutes from December 8, 2011
- Shawnee Urban Renewal Authority minutes from October 4, 2011 and minutes from January 4, 2012
- License Payment Report January 1-31, 2012
- Project Payment Report January 1-31, 2012

Attachments

Beautification Committee

SURA Oct 2011

SURA Jan 2012

License Payment

Project Payment

Mayor
LINDA PETERSON

The City of Shawnee

PO Box 1448
Shawnee Oklahoma 74802-1448
(405) 273-1250 Fax (405) 878-1581
www.ShawneeOK.org

Commissioners
PAM STEPHENS
FRANK SIMS
JAMES HARROD
BILLY COLLIER
JOHN WINTERRINGER
STEVE SMITH

Minutes
Shawnee Beautification Committee
December 8, 2011
The Shawnee Beautification Committee met in the EOC Room
The meeting was called to order at 4:05 pm

Roll Call was taken showing the following members present:

Member	Robert Cash, Chairman
Absent	Nancy Ford
Member	Janet Turner
Member	Tom Terry
Member	Paul Malley
Member	Linda Malley
City Staff	James Bryce
City Staff	Justin Erickson
City Staff	Whisper Peace
Guest	Linda Peterson, Mayor
Guest	Cindy Sementelli
Guest	Cindy Bowling
Guest	Mary Ann Karnes
Guest	Rodney Kitchen
Guest	Billy Collier, Commissioner

AGENDA NO 2 **Roll Call and Declaration of a Quorum.** Roll was called and a quorum was declared.

AGENDA NO 3 **Approved Minutes for November 2011.** The minutes for November 8, 2011 were approved with a motion made by Tom Terry and 2nd by Paul Malley. The motion carried unanimously.

AGENDA NO 4 **Update on 45th & Bryan St.** Justin Erickson advised the property was zoned agricultural at this time and the owner was in the process of having it re-zoned with plans of building a church at this location in the near future.

AGENDA NO 5 **Discussion on Beautification. (Linda Peterson)** Mayor Linda Peterson opened up the table for discussion on Beautification. Several topics were discussed including: The Harrison & I-40 Project, Yard of the Year Program for 2012, clean up of property located on Harrison South of I-40, consideration of reactivating the Adopt a Street program in the future, South Central trash pick up crew and the areas they have improved, and possibly having a joint meeting between the Chamber Beautification Committee and the City of Shawnee Beautification Committee to discuss doing some projects together in 2012.

AGENDA NO 6 **Old Business.** Discussion on the replacement of the Flower pots on Bell St. Tom Terry suggested the pots be replaced with something shallow or possibly a stair step type layout to provide better viewing of the plants and protect them getting damaged.

AGENDA NO 7 **New Business**. Janet Turner showed photos of a building on North Harrison that has holes in the roof and tall grass. She advised the vacant building is for rent and needs to be cleaned up.

AGENDA NO 8 **Comments**. None

AGENDA NO 9 **Adjournment.** The meeting adjourned unanimously at 5:00 pm.

Chairman, Robert Cash

01-12-2012
Date

SHAWNEE URBAN RENEWAL AUTHORITY
MINUTES OF OCTOBER 4, 2011

The Board of Commissioners of the ***Shawnee Urban Renewal Authority*** met for a regular meeting Tuesday, October 4, 2011 at 9:00 a.m. in the 3rd Floor Conference Room, Masonic Building, 23 E. 9th, Room 319, Shawnee, Oklahoma.

Chairman Stephen Rice called the meeting to order at 9:05 a.m.

AGENDA ITEM NO. 2
ROLL CALL:

Roll call was taken showing the following members present:

Chairman	Stephen Rice
Commissioner	Tiffany Barrett
Commissioner	Monte Cockings
Commissioner	Patty L. Nida

Also present:
Justin Erickson, Program Director
Elaine Shrum, Administrative Specialist, SURA
Curtis Smith, Rehab Specialist, SURA

A quorum was declared.

AGENDA ITEM NO. 3
APPROVAL OF MINUTES:

A motion to approve the minutes of September 7, 2011 was made by ***Commissioner Barrett,*** seconded by ***Commissioner Cockings.*** Motion carried with no abstentions.

VOTING YES: Rice, Barrett, Cockings and Nida
VOTING NO: None

AGENDA ITEM NO. 4
APPROVAL OF CLAIMS:

A motion to approve claims totaling $ 26,899.26 was made by ***Commissioner Nida,*** seconded by ***Commissioner Barrett.*** Motion carried with no abstentions.

VOTING YES: Rice, Barrett, Cockings and Nida
VOTING NO: None

AGENDA ITEM NO. 5
REQUEST FOR ASSISTANCE:

Elaine Shrum, Administrative Specialist reported on the following request:

a) Demolition: Wayne Jackson, 715 S. Union

Mr. Jackson is 65 years old. He is retired and income qualified. The structure has been determined a blight to the neighborhood and needs to be demolished.

A motion to approve the request for assistance was made by ***Commissioner Cockings,*** seconded by ***Commissioner Nida.*** Motion carried with no abstentions.

VOTING YES: Rice, Barrett, Cockings and Nida
VOTING NO: None

AGENDA ITEM NO. 6
REQUEST FOR APPROVAL:

2012 Schedule of Regular Meetings

A motion to approve the 2012 schedule was made by ***Commissioner Cockings,*** seconded by ***Commissioner Barrett.*** Motion carried with no abstentions.

VOTING YES: Rice, Barrett, Cockings and Nida
VOTING NO: None

AGENDA ITEM NO. 7
UPDATE ON BID OPENING:

a) Emergency: Travis & Leslie Gilbert, 1018 N. Park

The bid was awarded to Kingworks, LLC.

AGENDA ITEM NO. 8
BID OPENINGS:

a) Demolition: Linda Melin, 320 ½ N. Oklahoma
Cost Estimate: $ 3,000.00

Contractor	Bid Amount
Robert Winrow	$ 2,500.00
M&M Wrecking	2,775.00
Ray's Trucking	1,875.00

A motion to refer the bids to staff for review and award was made by ***Commissioner Cockings,*** seconded by ***Commissioner Nida.*** Motion carried with no abstentions.

VOTING YES: Rice, Barrett, Cockings and Nida
VOTING NO: None

b) Emergency Assistance: Ollen & Katheren Devereaux, 900 N. Park
Cost Estimate: $ 10,799.00

Contractor	Bid Amount
LG Construction	$ 15,867.00

A motion to refer the bid to staff for review and award was made by ***Commissioner Barrett,*** seconded by ***Commissioner Cockings.*** Motion carried with no abstentions.

VOTING YES: Rice, Barrett, Cockings and Nida
VOTING NO: None

AGENDA ITEM NO. 9
OLD BUSINESS:

There was no old business.

AGENDA ITEM NO. 10
NEW BUSINESS:

Justin Erickson, Program Director reported that this is ***Curtis Smith's*** last Board Meeting because of CDBG's reduced funding. We appreciate his work and wish him luck in the future.

AGENDA ITEM NO. 11
ADJOURNMENT

There being no further business to come before the Board at this time, a motion to adjourn at 9:20 a.m. was made by ***Commissioner Nida,*** seconded by ***Commissioner Cockings.*** Motion carried with no abstentions.

VOTING YES: Rice, Barrett, Cockings and Nida
VOTING NO: None

Chairman, Stephen Rice

Secretary, Patty L. Nida

SHAWNEE URBAN RENEWAL AUTHORITY
MINUTES OF JANUARY 4, 2012

The Board of Commissioners of the ***Shawnee Urban Renewal Authority*** met for a regular meeting Wednesday, January 4, 2012 at 9:00 a.m. in the 4th Floor Conference Room, Masonic Building, 23 E. 9th, Room 440, Shawnee, Oklahoma.

Vice-Chairman Monte Cockings called the meeting to order at 9:15 a.m.

AGENDA ITEM NO. 2
ROLL CALL:

Roll call was taken showing the following members present:

	Commissioner	Monte Cockings
	Commissioner	Patty L. Nida
Absent:	Chairman	Stephen Rice
	Commissioner	Tiffany Barrett
Guest:	Ron Henderson	

Also present:
Mike Wolf, Program Manager, SURA
Carla Clemons, Planning Assistant, SURA
Elaine Shrum, Administrative Specialist, SURA

A quorum was not declared. Meeting was adjourned.

Monte Cockings
Vice-Chairman, Monte Cockings

Patty L. Nida
Secretary, Patty L. Nida

** FEE CODE TOTALS **

FEE CODE	DESCRIPTION		FEE	PAYMENT DISTRIBUTION PENALTY	TAX	INTEREST	TOTAL PAI
ALARM	BURGLAR/FIRE ALARM LICENSE	9	225.00CR				225.00
ALARMRENEW	BURGLAR/FIRE ALARM RENEW	2	30.00CR				30.00
AUCD	AUCTION LICENSE FEE ONE DAY	1	10.00CR				10.00
BOATDAILY	BOATING DAILY FEE	1	7.00CR				7.00
BOATREG	BOAT REGULAR PERMIT	25	650.00CR				650.00
DEMOL	DEMOLITION LICENSE FEE	3	225.00CR				225.00
ELEC1	ELECTRICAL CONTRACTOR INITIAL	2	200.00CR				200.00
ELEC2	ELECTRICAL CONTRACTOR RENEW	6	450.00CR				450.00
EXT	EXTERMINATOR LICENSE FEE	4	100.00CR				100.00
FISHANNUAL	FISHING ANNUAL FEE	23	345.00CR				345.00
FISHDAILY	FISHING DAILY FEE	2	5.00CR				5.00
HUNT1	DOVES/QUAIL/SQUIIREL/RABBIT	6	45.00CR				45.00
HUNT2	MIGRATORY FOWL	5	37.50CR				37.50
LAKE-IN	LAKE LEASE CITY RESIDENT	3	600.00CR				600.00
LAKE-OUT	LAKE LEASE NON RESIDENT	2	800.00CR				800.00
LAKEINSP	LAKE LEASE INSPECTION	2	150.00CR				150.00
LAKELEASE	LAKE LEASE	8	4,992.00CR				4,992.00
MECH1	MECHANICAL CONTRACTOR INTIAL	3	300.00CR				300.00
MECH2	MECHANICAL CONTRACTOR RENEW	9	675.00CR				675.00
MIXER	MIXED BEVERAGE RENEWAL	1	900.00CR				900.00
PAWN	PAWN BROKERS LICENSE FEE	3	75.00CR				75.00
PLUM1	PLUMBING CONTRACTOR INITIAL	2	200.00CR				200.00
PLUM2	PLUMBING CONTRACTOR RENEW	4	300.00CR				300.00
RESAL	RESIDENTIAL SALE	8	80.00CR				80.00
TAXIB	VEHICLE FOR HIRE	1	140.00CR				140.00
TAXID	TAXI DRIVER LICENSE FEE	12	36.00CR				36.00
TREE	TREE TRIMMING LICENSE FEE	6	150.00CR				150.00
	TOTAL		11,727.50CR				11,727.50

STATUS: ALL PROJECTS: THRU ZZZZZZZZZZ
SEGMENT CODES: All PAYMENT DATES: 1/01/2012 TO 1/31/2012
FEE CODES: All SORTED BY: PROJECT

** GENERAL LEDGER DISTRIBUTION **

FUND G/L ACCOUNT	ACCOUNT NAME	AMOUNT
001-2133	UBCC FEE PAYABLE	336.00CR
001-4202	BUILDING PERMITS	8,550.90CR
001-4203	PLUMBING PERMITS	1,440.00CR
001-4204	ELECTRICAL PERMITS	160.00CR
001-4205	ZONING PERMITS & APPLICATIONS	2,316.00CR
001-4206	HEATING & A/C PERMITS	650.00CR
001-4249	OTHER PERMITS	600.00CR
001-4822	OTHER MISC. REVENUE	62.00CR
101-4249	OTHER PERMITS	50.00CR
501-4510	WATER TAPS	1,200.00CR
799-1023	BANCFIRST GENERAL	15,364.90

STATUS: ALL
SEGMENT CODES: All
FEE CODES: All

PROJECTS: THRU ZZZZZZZZZZ
PAYMENT DATES: 1/01/2012 TO 1/31/2012
SORTED BY: PROJECT

** SEGMENT CODE TOTALS **

SEGMENT CODE	DESCRIPTION	TOTAL PAID
B1-NEW	BUILDING CONSTRUCTION NEW	3,521.82CR
B3-REMODEL	BUILDING CONSTRUCTION REM	6,028.45CR
B4-OTHER	BUILDING CAPORT/SHELTER	481.13CR
E3-REMODEL	ELECTRICAL REMODEL/REPAIR	191.50CR
M3-REMODEL	MECHANICAL REMODEL/REPAIR	699.50CR
P2-ADD	PLUMBING ADDITION	154.50CR
P3-REMODEL	PLUMBING REMODEL	1,182.00CR
P4-WELL	WELL PERMIT	100.00CR
P5-SEPTIC	SEPTIC PERMIT	20.00CR
X-BORE/CUT	BORING & PAVING CUT PERMI	50.00CR
X-DEMO	DEMOLITION PERMIT	200.00CR
X-PLATFIN	PLAT REVIEW FINAL	1,045.00CR
X-PLATREV	PLAT REVIEW PRELIM	711.00CR
X-SIGN	SIGN PERMIT	320.00CR
Z-OCCUP	OCCUPANCY PERMIT	100.00CR
Z-REZONING	REZONING REQUEST	560.00CR
	TOTAL	15,364.90CR

Regular Board of Commissioners **2. e.**

Meeting Date: 02/21/2012

RFP for Audit

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Request by City Finance Director to receive RFP's for auditing City of Shawnee and Related Authorities financial statements for FY2011-2012.

Regular Board of Commissioners **2. f.**

Meeting Date: 02/21/2012

SubGrant Citizens Corps Funding

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Authorize staff to apply for subgrant for Citizens Corps funding from the Office of Homeland Security.

Attachments

Citizens Core SubGrant

City of Shawnee Memorandum

To: Honorable Mayor and City Commission Members

Through: Brian McDougal, City Manager D. L.

From: Donald D. Lynch, Emergency Management Director

Date: January 16, 2012

Re: Application for Sub-Grant from State Homeland Security

I am requesting permission for staff to apply for a sub-grant of Citizens Corps funds from the Oklahoma Office of Homeland Security. We have received the attached invitation to submit an application for funding. The sub-grant provides funding on a reimbursement basis.

We have identified equipment needs to be funded under this sub-grant to include:

$1000.00 for the purchase of Emergency Preparedness Wheels for distribution to citizens during community outreach activities. (see attached flyer)

$100.00 for a CERT banner that can be used by our team during its activities for recognition and recruitment

$1200.00 for CERT member equipment kits (includes personal protective equipment, safety vest, backpack, etc.)

$750.00 for shirts and hats to identify team members for activities and recruitment.

$450.00 for miscellaneous goods and supplies to support team operations.

Total Requested: $3500.00

Thank you for your favorable attention to this matter.

Oklahoma Office of
Homeland Security
Prevent, Protect, Prepare

P.O. Box 11415, Oklahoma City, OK 73136 • (405) 425-7296 Office • (405)425-7295 Fax
www.homelandsecurity.ok.gov

CITIZEN CORPS GRANT OPPORTUNITY

The Oklahoma Office of Homeland Security (OKOHS) is pleased to announce that it is seeking applications for Citizen Corps grant funding for subgrantees. These funds are being made available under a grant from the United States Department of Homeland Security (DHS).

Citizen Corps was created to help coordinate volunteer activities that will make our communities safer, stronger, and better prepared to respond to any emergency situation. It provides opportunities for people to participate in a range of measures to make their families, their homes, and their communities safer from the threats of crime, terrorism, and disasters of all kinds. Governor Brad Henry issued Executive Order 2008-45 in September 2008 which designated the Oklahoma Homeland Security Director as the Program Manager for the Citizen Corps Program in the State of Oklahoma.

Specifically, under this solicitation, OKOHS will not be restricting the dollar amount of each subaward. For those well-acquainted to this process, you will note this as a change from previous years. The purpose of these grants funds is to assist with implementing Citizen Corps best practices and/or innovative ideas. The Director of the OKOHS, in coordination with the Oklahoma State Citizen Corps Council and under advisement of the State Citizen Corps Program Manager, reserves the discretion to approve or disapprove part or all of the request for funding. Awardees will be notified of their selection by **Friday, March 16, 2012**, if not prior to that date.

Applicants should be made aware that due to the economic climate currently regulating federal congressional allocations, it is not certain the Citizen Corps Funding will be made available in future Fiscal Years. Therefore, applicants are encouraged to plan for the long-term sustainment of their local Citizen Corps projects and how best to utilize funding received to leverage resources from other state and/or local entities or funding sources. Applications cognizant to longevity planning will be given credit during the review process for doing so. For more information regarding the review and selection process, please call Lacey Callahan at 405-425-7296.

EAD & Associates, LLC
Inclusive Emergency Management Consultants Dedicated to improving the lives and safety of all people

Products

EAD & Associates, LLC recommends the following products designed for first responders and individuals with functional and access needs in emergency situations:

- **Emergency Readiness Wheels**
- **Readiness Wheels Workshop**
- **Readiness Wheels Train the Trainer Seminar**
- **Communication Picture Boards**
- **Westcot Specialized Cots**
- **Tips for Emergency Responders**
- **National Weather Service NOAA Weather Radio**
- **Nobody Left Behind Preparedness Checklist Posters**

Emergency Readiness Wheels © CLICK HERE FOR DEMO (REQUIRES FLASH 7 OR BETTER – NOT 508 COMPLIANT)
EAD & Associates, LLC is proud to present our award-winning tool designed to help seniors and people with disabilities get better prepared for all kinds of disasters. The wheels are now available in English and Spanish!

EAD Emergency Readiness Wheels © are sturdy, easy-to-use, and magnetized. They provide guidance on getting prepared and how to respond when a disaster occurs. The wheels are two-sided:

One side of the wheel provides advice on how to get prepared, including:

- Doing an Assessment
- Forming a Personal Support Network
- Ready Kit and Go Bag
- Emergency List
- Emergency Information
- Evacuation
- Shelter
- Service Providers

The other side provides advice on how to respond when a disaster occurs, including:

- Tips for responding to hurricanes, earthquakes, hazardous material incidents, fire, flooding, terrorism, tornadoes/downbursts, and extreme hot/cold weather
- Provides space to write important emergency contact numbers and information including fire, police, doctor, personal support network, pharmacy, service providers, medical conditions, physical/mental limitations, and other

important information necessary during emergencies.

There are two wheels currently available:

- Emergency Readiness Wheel © for People with Disabilities **-view-**
- Emergency Readiness Wheel © for Seniors **-view-**

Click here for a working demonstration (requires **Macromedia Flash plugin**, version 7 or better). Unfortunately, this demo is not yet Section 508 compliant.

The content of the wheels will shortly be available in alternate/accessible formats such as Braille and large font. These versions will not come in the same format but on a CD-ROM.

Put your logo on the wheels!
There is space at the top of the wheel for logos or other information you would like to have added to the wheels making this tool perfect for government jurisdictions and agencies or service organizations to distribute to their constituents and clients. Just ask our sales person about this feature.

Preparedness Training and Presentations
EAD & Associates, LLC offers a fun and practical preparedness course using the Emergency Readiness Wheel ©. It is now offered as a Train-the-trainer course so that you can train your own instructors and bring the preparedness message to your community. To learn more about this training opportunity, **contact us**.

Emergency Readiness Wheels, including Readiness Wheel for People with Disabilities and Readiness Wheel for Seniors, © EAD & Associates, LLC. All rights reserved.

You can order these wheels by contacting our office at **mail@eadassociates.com** or by using our **contact form** on this Web site.

BACK TO TOP

Preparedness: It's Your Turn © Readiness Wheels Workshop for Community Members

Who the workshop is geared towards:
Community members with disabilities, seniors, and/or their families and caregivers, those that directly work with people with disabilities or seniors.

Description
This workshop is designed to bring the preparedness message to community members and help to get individual planning underway. This is done through a combination of presentation and activities all geared towards development of individualized preparedness plans for members of your community.

Utilizing EAD's unique preparedness tool, the **Emergency Readiness Wheel**, the workshop facilitator will talk about useful and practical ways to get prepared. The content of the course is geared towards persons with disabilities, seniors, and/or their families and caregivers.

This session has helped to get thousands of people prepared and has been taught in communities throughout the Gulf Coast region and in California.

Better prepared individuals mean better prepared communities!!

What is included in the Package:

- 2 workshops in a day (a morning and an afternoon session)
- Each workshop is up to 3 hours and includes:
    - 90 min - 2 hour preparedness presentation

Regular Board of Commissioners **2. g.**

Meeting Date: 02/21/2012

Request Grant FEMA SAFER FIre Dept

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Authorize staff to submit a grant request through FEMA's FY2011 Staffing for Adequate Fire and Emergency Response (SAFER) program.

Attachments

SAFER Grant

CITY OF SHAWNEE
FIRE DEPARTMENT

16 West Ninth
Shawnee, Oklahoma 74802
405-878-1556 • Fax 405-878-1618

ADMINISTRATION

Dru Tischer, Interim Fire Chief
405-878-1538

DATE: February 20, 2012
TO: Mayor, Vice Mayor, City Commissioners
CC: City Manager, Finance Director
FROM: Dru Tischer, Interim Fire Chief
SUBJECT: Request permission to submit SAFER Grant request to FEMA

I would like to respectfully request permission for our department to submit a grant request through FEMA's FY2011 Staffing for Adequate Fire and Emergency Response (SAFER) program. Specifically, I would request permission to submit a grant request with the following details:

- 3 additional firefighters at a cost of $164,126.49/year ($54,708.83/firefighter per year)

The SAFER grant currently has a 2 year period of performance for which there is no cost share required from the municipality. This would make our total grant request $328,252.98.

I have attached a short summary of the SAFER grant program from FEMA to this memo.

CITY OF SHAWNEE
FIRE DEPARTMENT

16 West Ninth
Shawnee, Oklahoma 74802
405-878-1556 • Fax 405-878-1618

ADMINISTRATION

Dru Tischer, Interim Fire Chief
405-878-1538

DATE: February 6, 2012
TO: Mayor, Vice Mayor, City Commissioners
CC: City Manager, Finance Director
FROM: Dru Tischer, Interim Fire Chief DT
SUBJECT: SAFER Grant Opportunity

The SAFER (Staffing for Adequate Fire and Emergency Response) Grant program is now accepting application requests through February 28th. This year's grant program has a 2-year period of performance with no prescribed cost share on the part of the municipality.

What is SAFER?

It is an annual, federally-funded grant program that is administered by FEMA and provides funding directly to municipalities to re-hire firefighters that have been laid-off, retain firefighters that are facing lay-offs or hire additional firefighters. The goal of the program is to, "enhance the local fire department's ability to comply with staffing, response and operational standards established by NFPA 1710.

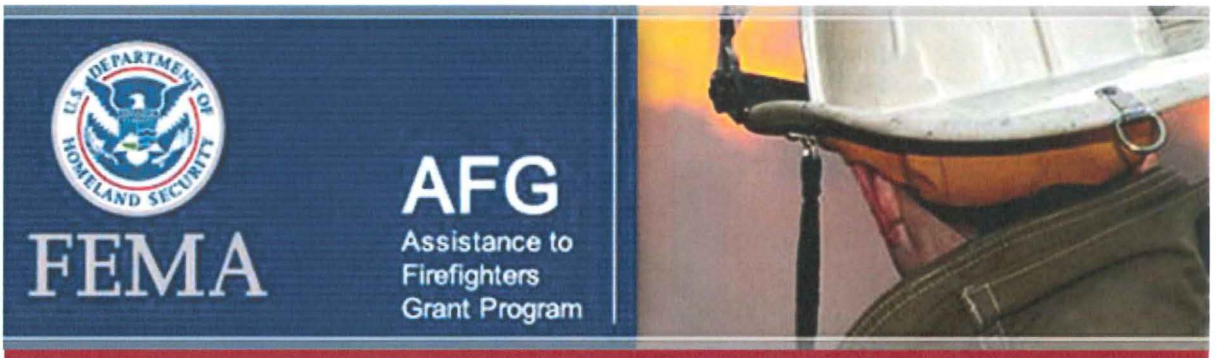
How would our fire department fit into the program's priorities?

We should fit pretty well; we need more firefighters and financial assistance to hire them. The goal of the program is to get departments in compliance with NFPA 1710, which states that a department should be able to put 15 firefighters on the fire-ground within the first 8 minutes of a fire 90% of the time. This 15 firefighter standard is for a "normal" structure fire which is listed as 2,000 square feet. Currently, our shift minimum manning is 11 personnel and that is what we respond with roughly 90% of the time. If we make a request, it would be to hire additional firefighters, which is the lowest priority of this year's SAFER program.

What could a SAFER award do for us?

Operationally, one more firefighter per shift would have an immediate and measurable increase in firefighter safety and department effectiveness. In 2011, our department ran 4,424 calls which included 78 structure fires. More importantly we spent 6,446.05 hours on a call in 2011 which represents a 29% increase over 2010. We cover the city limits plus roughly 100 square miles of unincorporated property that is becoming more populated every day. One additional firefighter per shift would mean that we would have 12 on duty most of the time.

Financially, one more firefighter per shift would have saved the city 4,644 hours of overtime in 2011. A conservative estimate of costs for this overtime is $132,632.64. If we were to hire 3 additional firefighters, the savings in overtime would cover 81% of the $164,126.49 cost. If we were to request 3 additional firefighters through the SAFER program and get an award, the first 2 years of these firefighters' salary and benefits, totaling $328,252.98, would be reimbursed to the city.



FY 2011 STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE (SAFER) GRANT PROGRAM

- **APPLICATION PERIOD: Monday, January 30, 2012 - Friday, February 24, 2012 at 5:00 P.M. EST**
- **FY 2011 SAFER Program Guidance to be Posted on AFG Website on Wednesday, January 25, 2012**
- ***Important Special Instructions for Completing the FY 2011 SAFER Grant Application***
- **New SAFER Self-Evaluation Tools Provide Insight into the Peer Review Evaluation Process**

The FY 2011 Staffing for Adequate Fire and Emergency Response (SAFER) Grants application period will open on Monday, January 30, 2012 and run until Friday, February 24, 2012 at 5:00 P.M. EST.
The goal of the SAFER Grants is to assist local fire departments with staffing and deployment capabilities in order to respond to emergencies, assuring communities have adequate protection from fire and fire-related hazards.

The FY 2011 SAFER Grant Program Guidance and Application Kit will be posted on the AFG Website starting Wednesday, January 25, 2012.
All SAFER applicants should read the new FY 2011 SAFER Grants Program Guidance to fully understand the FY 2011 award criteria, funding priorities, *and important special application instructions for completing the application.*

HIGHLIGHTS OF THE FY 2011 SAFER GRANT PROGRAM

The grant program conditions described below are in effect *ONLY* for the FY 2011 SAFER Grants; they are not retroactive to previous fiscal years and do not apply beyond the FY 2011 SAFER Grants Program.

- **Salary limits**: There are no annual salary limits
- **Grantee cost share**: There is no prescribed cost-share
- **No retention commitment**: Grantees that are hiring firefighters—whether they be rehires, new hires, or retained firefighters—do not have to commit to retaining the SAFER-funded firefighters beyond the period of performance. **However, no firefighter layoffs are permitted—of either SAFER-funded on non-SAFER firefighters—during the grant's period of performance**
- **Period of performance**: For the Hiring of Firefighters Category grants, the period of performance has been reduced to 2 years.
- **Attrition of firefighters**: FY 2011 grantees who are unable to back-fill firefighting positions that are vacated due to documentable economic hardship may petition FEMA for a waiver of staffing maintenance requirements. To qualify for this waiver, the economic hardship must affect the entire public safety sector in the jurisdiction and not only the fire department.
- **Hiring of Firefighters Category**: The priorities for funding will be as follows:
    1. **First priority**: Rehiring laid-off firefighters
    2. **Second priority**: Retention of firefighters who face imminent layoff and/or filling positions vacated through attrition but not filled due to economic circumstances
    3. **Third priority**: Hiring new firefighters

IMPORTANT SPECIAL INSTRUCTIONS FOR COMPLETING THE FY 2011 SAFER HIRING GRANT APPLICATION

A technical issue with the SAFER e-grant application will require that applicants requesting funds for the **Hiring of Firefighters Category** enter data for 4 budget years even though only 2 years of funding can be awarded for this Category. Unfortunately, the application format cannot be changed, and therefore Hiring of Firefighters applicants should follow these special instructions on how to complete the application:

- For budget years one (1) and two (2), input the requested salary and benefits for each line item;
- For budget years three (3) and four (4) insert $1.00 for both the salary and benefits
  NOTE: The system will not allow an input of $0 value. If an applicant submits a budget request for year three (3) and year four (4), the budget will be reduced prior to the grant award.

If you need additional information or instructions, the SAFER Help Desk and Fire Program Specialists will be available throughout the application period to answer questions about the SAFER Program Guidance and the online grant application. The Help Desk can be contacted at 1-866-274-0960 or via e-mail at firegrants@dhs.gov. The Help Desk hours of operation during the application period are from 8:00 a.m. to 4:30 p.m., Monday through Friday. All times listed are eastern daylight times.

NEW SAFER GRANT SELF-EVALUATION TOOLS PROVIDE INSIGHT INTO THE PEER REVIEW EVALUATION PROCESS

SAFER Self-Evaluation Sheets have been developed that are based on the scoring dimensions used by peer reviewers. The **SAFER Self-Evaluation Sheet for Hiring Firefighters** and the **SAFER Self-Evaluation Sheet for Recruitment and Retention of Volunteer Firefighters** will help you assess your organization's readiness to apply for a grant and help you plan your grant application.

The **SAFER Hiring Grants Application Get-Ready Guide** and the **SAFER Recruitment and Retention Grants Application Get-Ready Guide** are also available to help applicants prepare their applications.

Thank You.

Regular Board of Commissioners **2. h.**

Meeting Date: 02/21/2012

Purchase Pickup Central Garage

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Authorize staff to purchase one 2012 Chevrolet Silverado Crew Cab 4x4 pickup at state bid price of $27,535.00 from Danny Beck Chevrolet in Sapulpa, Oklahoma.

Attachments

Central Garage Pickup

City of Shawnee Memorandum

To: Mayor and City Commissioners

CC: Brian McDougal, City Manager

From: James Bryce, Director of Operations

Date: February 15, 2012

Re: Purchase of new Central Garage pickup

Staff requests permission to purchase one 2012 Chevy Silverado Crew Cab 4x4 off of the State Bid list for $27,535.00 from Danny Beck Chevrolet. David Thompson was the fleet salesman for Harvey's who was one of the state bid vendors until they went out of business. David went to work for Danny Beck's and got the State bid moved to this vendor starting with the 2012 models.

Funding for the vehicle will come out of the 2011/2012 Capital Outlay Account.

Acct. # 301 5-4010-5450 240 4010-51

Budgeted amount $30,000.00

Regular Board of Commissioners **2. i.**

Meeting Date: 02/21/2012

SURA Award

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Acknowledge Honor Roll Award from the U.S. Department of Housing and Urban Development to the City of Shawnee for activities conducted by the Shawnee Urban Renewal Authority.

Regular Board of Commissioners **4.**

Meeting Date: 02/21/2012

Employee of Month

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

City Manager presentation of Employee of the Month to Linda Burg, Municipal Court.

Regular Board of Commissioners **5.**

Meeting Date: 02/21/2012

Kickapoo Tribe Annex

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Consideration of an ordinance annexing property located northwest of the intersection of MacArthur Street and Acme Road, just east of Highway 177. Applicant: Kickapoo Tribe of Oklahoma
(Continued from the December 19, 2011 meeting, January 17, 2012, and February 6, 2012)

Attachments

Ordinance Annexation

Ordinance Attachment Memo of Understanding

Kickapoo Tribe Resolution and Maps

ORDINANCE NO. _____

AN ORDINANCE ANNEXING CERTAIN TERRITORY AND PROPERTY OUTSIDE THE PRESENT CITY LIMITS INTO THE CITY LIMITS OF THE CITY OF SHAWNEE, OKLAHOMA, PURSUANT TO TITLE 11 OF THE OKLAHOMA STATUTES; DESCRIBING SAID PROPERTY; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH AND PROVIDING FOR SEVERABILITY.

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

SECTION 1. That pursuant to the provisions of applicable law, the following described property located outside the present boundaries of the City of Shawnee, Oklahoma:
BEING a tract of land located in the South-half of the Southeast Quarter (S/2 SE/4) of Section Three (3), Township Ten (10) North, Range Three (3) East of the Indian Meridian, Pottawatomie County, Oklahoma, and being more particularly described as:

COMMENCING at the Southeast Corner (SE/C) of said Section Three (3) and having an assumed basis of bearing of N89°55'48"E, base line being the South line of the Southeast Quarter of said Section Three; THENCE N00°05'54"E along the East line of the Southeast Quarter a distance of 80.00' to the POINT OF BEGINNING; THENCE continuing along said line a distance of 463.04'; THENCE N89°57'41"W a distance of 575.00'; THENCE N00°05'54"E and parallel to the East line of said Southeast Quarter a distance of 790.00' to a point on the North line of the South-half of the Southeast Quarter of said Section Three; THENCE N89°57'41"W along said North line a distance of 2072.40' to the Northwest Corner of said South-half of the Southeast Quarter; THENCE S00°00'35"W along the West line of said South-half of the Southeast Quarter a distance of 525.78' to a point on the North Right of Way of State Hwy 177; THENCE S57°13'00"E along said North right-of-way a distance of 958.50': THENCE S63°49'46"E continuing along said right-of-way a distance of 336.37'; THENCE S78°04'00"E continuing along said right-of-way a distance of 375.90'; THENCE N89°55'48"E continuing along said right-of-way a distance of 430.00'; THENCE N00°27'14"W continuing along said right-of-way line a distance of 15.00'; THENCE N89°57'38"E continuing along said right-of-way a distance of 739.96' to the POINT OF BEGINNING, containing 56.09 acres, more or less, is hereby annexed into the corporate limits of the City of Shawnee, Oklahoma, pursuant to the provisions of law applicable thereto, and zoned as A-1; Agricultural.

Section 2. That the "City Map of the City of Shawnee, Oklahoma" be amended accordingly to reflect said annexation.

Section 3. That a Plan of Services and agreement for development is attached hereto and made a part of this Ordinance.

Section 4. That all ordinances and parts of ordinances in conflict herewith are hereby repealed.

Section 5. That the provisions of this ordinance are severable, and if any part or provision hereof shall be held void, the decision of the court so holding shall not affect or impair any of the remaining parts or provisions of this ordinance.

PASSED AND APPROVED this 21st day of February, 2012

_____
LINDA PETERSON, MAYOR

ATTEST:

_____
PHYLLIS LOFTIS, CITY CLERK

INTERGOVERNMENTAL MEMORANDUM OF UNDERSTANDING

FOR ANNEXATION AND MUNICIPAL SERVICES BETWEEN THE

CITY OF SHAWNEE, OKLAHOMA AND THE KICKAPOO TRIBE OF OKLAHOMA

This Intergovernmental Memorandum of Understanding ("Understanding") for Municipal Services is made this _____ day of _____, 2012, by and between the City of Shawnee ('City"), a municipal corporation of the State of Oklahoma, and the Kickapoo Tribe of Oklahoma ("Tribe"), a federally recognized Native American government entity, (herein referred to collectively as the "Parties"); and as the Parties hereof agree to the following: contents, assurances, and agreements

WHEREAS, the Tribe has land ("Land") that is held in federal trust for the benefit of the Tribe that is immediately adjacent to the City, and is legally described as Commencing at the Mexican Kickapoo 204, 59.06 acres in the SE Section 3, Township 10 North, Range 3 East, I.M., Pottawatomie County, Oklahoma; and

WHEREAS, the Tribe plans to develop the site for economic development purposes including the business operation of a gaming facility in compliance with the Indian Gaming Regulatory Act, 25 U.S.C. § 2701 *et seq.* ("IGRA") and in accordance with the *Kickapoo Tribe of Oklahoma –State of Oklahoma Gaming Compact*, and may include, but not limited to, a hotel and other business facilities on the above described land; and

WHEREAS, the Tribe desires to have the Land annexed by the City so that municipal services may be provided to the Land and the related infrastructure on the land, including, but not limited to animal control water, sewer, fire protection, and other municipal services as may be agreed to in the future and as is necessary, at a level that benefits the operation of the businesses developed on the Land site; and

WHEREAS, the Tribe acknowledges that it is in the interests of the Parties to work together to fund municipal services that would compensate the City for providing such services to the Land site area; and

WHEREAS, the Tribe desires to have the support and cooperation of the City in the development of the Land site area; and

DRAFT

WHEREAS, the City seeks economic development to the immediate Land site area that will create new employment opportunities, that will add new sources of revenue for the City, and that will promote tourism for the City; and

WHEREAS, the City agrees to annex the Land to the City and provide municipal services as to animal control, water, sewer, fire protection, and other municipal services as may be agreed to in the future and is necessary as deemed by the parties.

NOW, THEREEFORE, in consideration of the foregoing the Parties herein agree to the following terms:

Section 1. Gaming Facility and the Land Site.

The Tribe intends to undertake economic development at the Land site.

It is the intention of the Tribe to develop a Gaming facility with related parking and supporting operational facilities. This would include the all related infrastructure to support such facilities. The Tribe at a future date and in consultation with the City intends to develop other businesses on the land site area, which may include a hotel, convenience store, or other entertainment venue.

The Land site would be annexed by the City and is generally located in the northwest portion of the City on the east side of State Highway 177, north of MacArthur Street, and contains approximately 59.06 acres of land.

Section 2. Municipal Services by the City.

As the Tribe agrees to pay for municipal services provided by the City and in recognition of the potential benefits of the Land site area, the City herein agrees to do the following:

A. **Annexation.** Annex the proposed Land site area to the City as requested by the Business Committee of the Tribe pursuant to Business Resolution ***KTO-2011-102***;

B. **Water.** The City will serve the property with water on the same terms and conditions and at the same rates as provided elsewhere in the city limits. Tribe will provide easements as necessary and allow access for the reading of meters, and inspection, repair and servicing of lines.

C. **Sewer.** The City will serve the property with sewer services on the same terms and conditions and at the same rates as provided elsewhere in the city limits. Tribe will provide easements as necessary and allow access for the inspection, repair and servicing of lines.

DRAFT

D. **Fire.** The City will provide fire services, including prevention, rescue, suppression, inspection, on call. Tribe will pay the sum of Seventy Cents ($.70) per square foot of all building space annually for this service, payable monthly. This fee will be adjusted every three years, based upon the City's costs and formula used to determine the initial fee.

E. **Plans and Inspections.** Tribe agrees that all construction will be to international building code standards as adopted by Tribe; that all plans for construction will be submitted to the City for comment and copies of "as built" drawings will be on file with the City. Tribe will follow the Drainage Regulations of City. The City will provide building and other inspections when requested by Tribe. Tribe will pay City a fee for review and inspection services which shall consist of the City's wage and benefit cost for the employee(s) plus 15%, with a minimum of one hour per employee

F. **Animal Contol.** The City will provide Animal Control services when requested by Tribe, but will not routinely patrol the annexed area. The fee for Animal Control services shall consist of the City's wage and benefit cost for the employee(s) plus 15%, with a minimum of one hour per employee. If an animal is impounded and not claimed by its owner, Tribe shall pay City costs of impoundment and euthanasia if required.

G. **Police.** The City will not provide police services at the present time.

H. **Roads, traffic controls and signalization.** Tribe will pay for construction and maintenance of access to existing City roads, and for all improvements, including parking, on the subject property. In addition, Tribe will pay for new traffic controls (signs or signal lights) necessary to control increased traffic in the vicinity of the subject property.

I. **Communications Equipment.** Tribe shall install a system of bi-directional amplifiers, "leaky" coax and passive antennas that will operate in the radio frequency range of the City's emergency responders, filtering other radio signals, in any buildings meeting one or a combination of the following criteria:

   a. Building square footage greater than 5000 square feet
   b. Building occupied by more than 250 people
   c. Building having any usable floor space below ground level.

J. **Amendments to Plan of Services.** The parties shall make amendments to this Plan of Services in writing but without the need to amend the Ordinance of Annexation. Adjustments to fees shall be based upon actual costs to City.

.

DRAFT

Section 3. Other Provisions.

A. The Tribe agrees to cooperatively work with the City in such a manner that would support economic development for the City, including employment creation, and seek such grants that benefit both the City and Tribe.
B. The Tribe agrees to bear all responsibility, including costs and legal fees of the City, for obtaining approvals of the United States Government and the State of Oklahoma for any agreements entered into between the parties.
C. The Tribe acknowledges and agrees to the Oklahoma Constitutional and Statutory limitations of liability that govern the City.
D. The Tribe agrees to indemnify and hold the City harmless from all costs, legal fees, judgments, fines, or expenditures of any nature with regard to challenges to this Agreement, its legality and enforceability.
E. The Business Committee of the Kickapoo Tribe of Oklahoma is responsible for oversight of the Kickapoo Casino(s) and for entering into cooperative agreements regarding provision of services to tribal lands and entities, including to the Kickapoo gaming enterprises, or similar entities.

   Since the actions referenced above simply change which governmental entities may be responsible for provision of and manner of payment for certain existing services, such as animal control, fire protection, sewer and water, to the Kickapoo land described above without expansion of state jurisdiction or diminishment of the Kickapoo Tribe of Oklahoma jurisdiction. Specifically, this MOU does not grant the City of Shawnee jurisdiction to enforce its laws or regulations against the Kickapoo Tribe of Oklahoma or its members on the described property.

This MEMORANDUM OF UNDERSTANDING entered into this ____ day of _____ 2012 and between the Kickapoo Tribe of Oklahoma, and the City of Shawnee, each acting through their designated and appropriate officials, is for the purpose of entering an agreement for provisions of certain municipal services to a tract of land owned by the Kickapoo tribe Oklahoma and will be filed in the office of the District Court Clerk of the Kickapoo Tribe of

DRAFT

Oklahoma, and in the offices of the _____ Clerk of _____, State of Oklahoma, and will also become a part of the Ordinance annexing the subject land.

Attest: Kickapoo Tribe of Oklahoma:

[Seal]

By:

_____, _____,

Secretary, Business Committee Chairman, Business Committee

County of

State of Oklahoma SS.

On this day of personally appeared before me _____, Chair of the Kickapoo Tribe of Oklahoma, and _____, Secretary of the Kickapoo Tribe of Oklahoma, and acknowledged that they had executed the foregoing as their free act and deed, and as the free act and deed of the Kickapoo Tribe of Oklahoma for the uses and purposes therein set forth.

Attest:

[Seal]

Notary Public My Commission Expires: _____

DRAFT

Approved by the City of Shawnee the ___ day of _____, 2012.

_____

Linda Peterson, Mayor

ATTEST:

_____

Phyllis Loftis, City Clerk

Approved as to form and legality:

_____

Mary Ann Karns, City Attorney

DRAFT

K:\Engineering\Engineering Projects\Misc. Requests\Kickapoo Casino Annexation\Annexation Exhibit.dwg

Kickapoo Tribe of Oklahoma

P.O.Box 70
407 N. Hwy 102
McLoud, Oklahoma 74851

Administration Department
Phone: 405-964-4227; Fax: 405-964-4265
Email: kwilson@kickapootribeofoklahoma.com

FILED
IN THE DISTRICT COURT
OCT 25 2011
DOCKET PAGE
KICKAPOO TRIBE OF OKLAHOMA
COURT CLERK
BY DEPUTY

RESOLUTION **KTO-2011-102**

A RESOLUTION DULY AUTHORIZED BY THE BUSINESS COMMITTEE OF THE KICKAPOO TRIBE OF OKLAHOMA REQUESTING THAT THE CITY OF SHAWNEE, OKLAHOMA, ANNEX A TRACT OF LAND HELD IN TRUST FOR THE KICKAPOO TRIBE OF OKLAHOMA BY THE UNITED STATES FEDERAL GOVERNMENT, TO THE CITY OF SHAWNEE, OKLAHOMA

WHEREAS, the Kickapoo Tribe of Oklahoma is a Federally recognized Native American Tribe organized pursuant to the *Thomas-Rogers Oklahoma Indian Welfare Act of June 26, 1936, (49 Stat. 1967);* and

WHEREAS, the Business Committee of the Kickapoo Tribe of Oklahoma, in accordance with the *Kickapoo Tribe of Oklahoma Constitution and By-laws, Article V, Section 1 (a)* is authorized to speak and act on behalf of the Tribe; and

WHEREAS, the Kickapoo people, have through a continuation of Kickapoo history, an organized self government, since time immemorial, sovereign powers, inherent in Kickapoo tradition; and

WHEREAS, the Kickapoo Tribe of Oklahoma is interested in pursuing economic development on Tribal land that is held in trust for the Kickapoo Tribe of Oklahoma which is adjacent to the City of Shawnee, Oklahoma; and

WHEREAS, the tract land is herein described as:

> Commence at the Mexican Kickapoo 204, 59.06 acres in the SE Section 3, Township 10 North, Range 3 East, I.M., Pottawatomie County, Oklahoma;

and

WHEREAS, annexation of such tract of land within the limits of the City of Shawnee would allow for the provision of certain municipal services to the tract of land that would be beneficial to the City of Shawnee and the Kickapoo Tribe of Oklahoma; and

WHEREAS, annexation of such tract of land to within the limits of the City of Shawnee does not and would not alter the existing jurisdiction of the Kickapoo Tribe of Oklahoma and the State of Oklahoma; and

Gilbert Salazar — APETOKA CHAIRMAN
Boyd Ponkilla — ADAMIDATA VICE-CHAIRMAN
Patricia Gonzales — MOKITANOCUA SECRETARY
Jennell Downs — KISAKODICUA TREASURER
John Scott — DAKIPOA COUNCILMAN

WHEREAS, annexation of such tract land to within the limits of the City of Shawnee does not and would not alter the existing Federal trust status of the land for and on behalf of the Kickapoo Tribe of Oklahoma; and

WHEREAS, the Kickapoo Tribe of Oklahoma, in its capacity as owner of the above described tract of land is requesting that the City of Shawnee, Oklahoma, take such tract of land and annex such tract of land with the City of Shawnee, Oklahoma.

NOW, THEREFORE BE IT RESOLVED, that the Business Committee, for and on behalf of the Kickapoo Tribe of Oklahoma is requesting the City of Shawnee, Oklahoma, annex the following tract of land to the City of Shawnee, Oklahoma:

> Commence at the Mexican Kickapoo 204, 59.06 acres in the SE Section 3, Township 10 North, Range 3 East, I.M., Pottawatomie County, Oklahoma;

and

BE IT FURTHER RESOLVED, that the annexation of such tract of land would be to the mutual benefit of the City of Shawnee and the Kickapoo Tribe of Oklahoma; and

BE IT FINALLY RESOLVED, that the annexation of the tract would not alter the jurisdiction of the land with regard to the Kickapoo Tribe of Oklahoma and/or the trust status of the land as designated by the U.S. Federal government for the benefit of the Kickapoo Tribe of Oklahoma.

CERTIFICATION

We, Gilbert Salazar, Chairman, and Patricia Gonzales, Secretary, serving in our official duties as officials of the Kickapoo Tribe of Oklahoma Business Committee, do hereby certify that the above Resolution is a true and exact original as authorized by the Business Committee of the Kickapoo Tribe of Oklahoma, at a meeting of the Business Committee, held on October 14, 2011, with a quorum present, and the vote being 4 in favor, 0 opposed, and 1 abstaining.

Gilbert Salazar, Chairman
Business Committee
Kickapoo Tribe of Oklahoma

Patricia Gonzales, Secretary
Business Committee
Kickapoo Tribe of Oklahoma

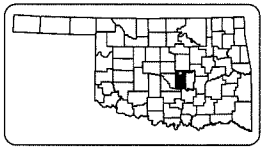
KICKAPOO TRIBE OF OKLAHOMA

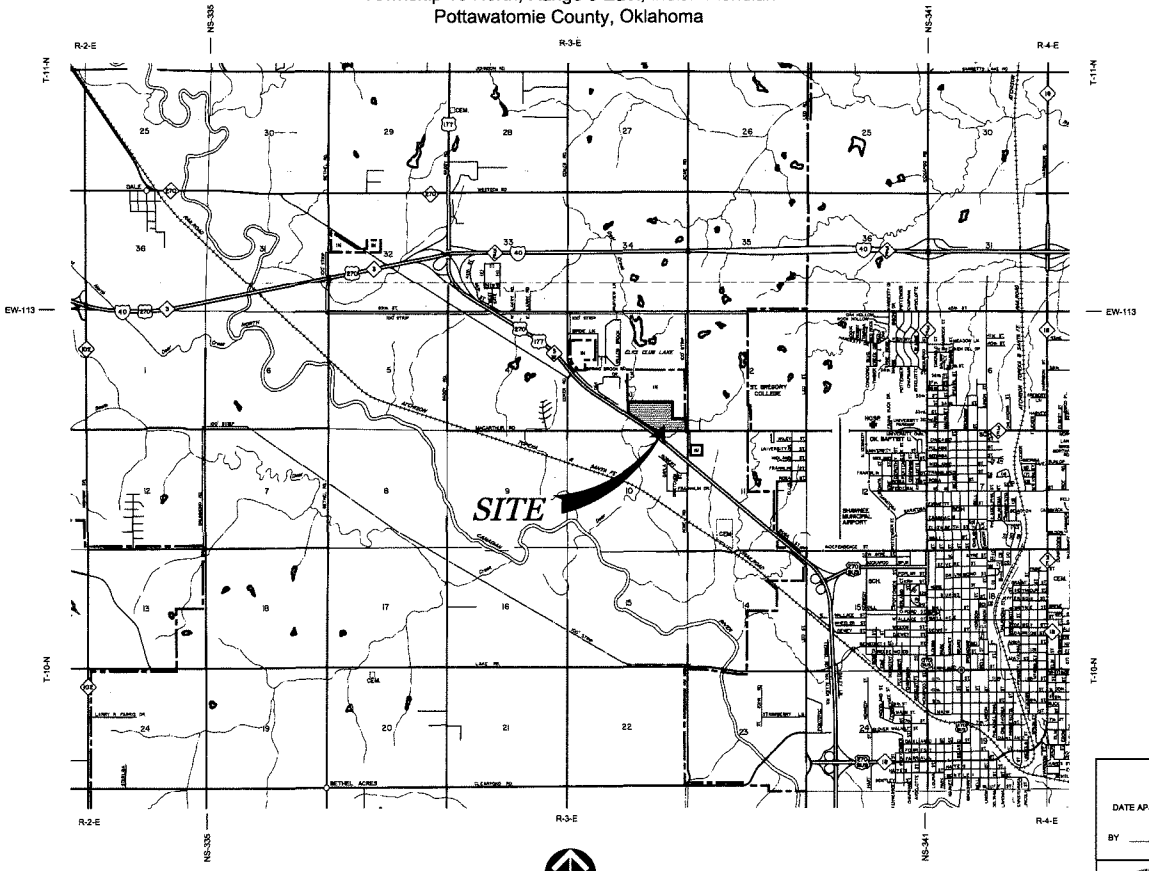
PLAN OF PROPOSED

GRADING DRAINAGE SURFACING

PROJECT

Part of the South Half of the Southeast Quarter of Section 3
Township 10 North, Range 3 East, Indian Meridian
Pottawatomie County, Oklahoma





VICINITY MAP
1 MILE

The City of Shawnee
PO Box 1448
Shawnee Oklahoma 74802-1448
(405) 273-1250 Fax (405) 878-1581
www.ShawneeOK.org

KICKAPOO TRIBE OF OKLAHOMA
407 N. Hwy. 102 P.O. Box 70
McLoud, OK 74851
(405) 964-4227 (405) 964-4265 fax

INDEX OF SHEETS

1. TITLE SHEET
2. STORMWATER MANAGEMENT PLAN
3. CONSTRUCTION NOTES
4. TYPICAL SECTIONS
5. GENERAL PLAN
6. PROFILE VIEWS

LEGEND

- EXISTING GROUND CONTOURS
- TELECOMM. LINE (UNDERGROUND)
- PETROLEUM PIPELINE
- ELECTRIC POWER LINE (OVERHEAD)
- FENCE LINE
- GAS LINE
- SANITARY SEWER LINE
- WATER LINE
- RIGHT OF WAY
- ASPHALT SURFACE
- CONCRETE SURFACE
- GRAVEL SURFACE

NOTE: Utilities shown for illustrative purposes only. All utilities should be verified prior to any construction. BEFORE YOU DIG, CALL OKIE ONE CALL AT (800) 522-OKIE OR 811.

CITY OF SHAWNEE	KICKAPOO TRIBE OF OKLAHOMA
DATE APPROVED _____	DATE APPROVED _____
BY _____	BY _____

REGISTERED PROFESSIONAL ENGINEER — BOB M BOATMAN — 15038 — OKLAHOMA

Prepared by
BOATMAN ENGINEERING, LLC
371126 U.S. Highway 62 Okemah, Oklahoma 74859
Tel (918) 688-3414 Fax (918) 689-3680
Certificate of Authorization No. 3828 (PE LS) exp. 6/30/2012
OCT 19, 2011
"This document is preliminary in nature and is not a final, signed and sealed document."
BOB M. BOATMAN, P.E. OKLA. LIC. NO. 15038

GRADING DRAINAGE SURFACING — SHEET NO. 1

STORM WATER MANAGEMENT PLAN

SITE DESCRIPTION

PROJECT LIMITS: CRL001 0+00 to 3+25 75' Lt & Rt; 3+25 to 7+50 350' Lt & 100' Rt and as necessary to maintain positive drainage. Limit construction activities to maintain the smallest impact possible.

PROJECT DESCRIPTION: Construct 15,360 SF Building Pad and 16,000 SY AC Parking Lot w/ Curb & Gutter, Grading, Drainage, Surfacing, Striping.

SUGGESTED SEQUENCE OF EROSION CONTROL ACTIVITIES:

Prior to initiating soil disturbing activities, the Contractor shall install all perimeter temporary sediment controls specified. Strip, stockpile and stabilize topsoil. Clear and grub only in necessary areas, preserving as much native vegetation as possible. Install, maintain and/or move temporary sediment items with construction operations as practical. Upon completion of grading, replace salvaged topsoil and as directed by the Engineer, plant temporary seeding or install solid slab sod. Remove devices only after an acceptable vegetative cover (at least 70%) has been attained, or as directed by the Engineer. As site conditions warrant, the Contractor may choose to modify the type or arrangement of specified practices to improve their effectiveness as approved by the Engineer. The Contractor will maintain a log of the dates of major soil disturbance activities, and also the dates of installation and maintenance of erosion control measures.

SOIL TYPE: _____

AREA TO BE DISTURBED: 5.5 AC±

OFFSITE AREA TO BE DISTURBED: _____
(FOR CONTRACTOR USE)

WEIGHTED RUNOFF COEFFICIENT

Before Construction: 0.35

After Construction: 0.35

NAME OF RECEIVING WATERS: UNNAMED TRIBUTARY TO DEER CREEK

NOTE:
THIS SHEET SHOULD BE USED IN CONJUNCTION WITH A DRAINAGE MAP THAT ILLUSTRATES THE DRAINAGE CHARACTERISTICS AND RECEIVING WATERS FOR THIS PROJECT. THIS SHEET SHOULD ALSO BE USED WITH THE EROSION CONTROL SUMMARIES, PAY ITEMS, & NOTES.

EROSION AND SEDIMENT CONTROLS

SOIL STABILIZATION PRACTICES:

- ____ TEMPORARY SEEDING
- X PERMANENT SODDING, SPRIGGING OR SEEDING
- X VEGETATIVE MULCHING
- ____ SOIL RETENTION BLANKET
- X PRESERVATION OF EXISTING VEGETATION

NOTE: TEMPORARY EROSION CONTROL METHODS MUST BE USED ON ALL DISTURBED AREAS WHERE CONSTRUCTION ACTIVITIES HAVE CEASED FOR OVER 14 DAYS. METHODS USED WILL BE AS SHOWN ON PLANS, OR AS DIRECTED BY THE ENGINEER.

STRUCTURAL PRACTICES:

- X STABILIZED CONSTRUCTION EXIT
- X TEMPORARY SILT FENCE
- X TEMPORARY SILT DIKES
- X TEMPORARY BALE BARRIERS
- ____ DIVERSION, INTERCEPTOR OR PERIMETER DIKES
- X DIVERSION, INTERCEPTOR OR PERIMETER SWALES
- ____ ROCK FILTER DAMS
- ____ TEMPORARY SLOPE DRAIN
- X PAVED DITCH W/ DITCH LINER PROTECTION
- ____ TEMPORARY DIVERSION CHANNELS
- ____ TEMPORARY SEDIMENT BASINS
- ____ TEMPORARY SEDIMENT TRAPS
- ____ TEMPORARY SEDIMENT FILTERS
- X TEMPORARY SEDIMENT REMOVAL
- X RIP RAP
- ____ INLET SEDIMENT FILTER
- ____ TEMPORARY BRUSH SEDIMENT BARRIERS
- ____ SANDBAG BERMS
- ____ TEMPORARY STREAM CROSSINGS

OFFSITE VEHICLE TRACKING:

- ____ HAUL ROADS DAMPENED FOR DUST CONTROL
- X LOADED HAUL TRUCKS TO BE COVERED WITH TARPAULIN
- X EXCESS DIRT ON ROAD REMOVED DAILY

NOTES:

THE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR THE FOLLOWING:

MAINTENANCE AND INSPECTION:
ALL EROSION AND SEDIMENT CONTROLS WILL BE MAINTAINED IN GOOD WORKING ORDER FROM THE BEGINNING OF CONSTRUCTION UNTIL AN ACCEPTABLE VEGETATIVE COVER IS ESTABLISHED. INSPECTION BY THE CONTRACTOR AND ANY NECESSARY REPAIRS SHALL BE PERFORMED ONCE EVERY 7 CALENDAR DAYS AND WITHIN 24 HOURS AFTER ANY STORM EVENT GREATER THAN 0.5 IN AS RECORDED BY A NON-FREEZING RAIN GAUGE TO BE LOCATED ON SITE. POTENTIALLY ERODIBLE AREAS, DRAINAGE WAYS, MATERIAL STORAGE, STRUCTURAL DEVICES, CONSTRUCTION ENTRANCES AND EXITS ALONG WITH EROSION AND SEDIMENT CONTROL LOCATIONS ARE EXAMPLES OF SITES THAT NEED TO BE INSPECTED.

WASTE MATERIALS:
PROPER MANAGEMENT AND DISPOSAL OF CONSTRUCTION WASTE MATERIAL IS REQUIRED BY THE CONTRACTOR. MATERIALS INCLUDE STOCKPILES, SURPLUS, DEBRIS AND ALL OTHER BY-PRODUCTS FROM THE CONSTRUCTION PROCESS. PRACTICES INCLUDE DISPOSAL, PROPER MATERIALS HANDLING, SPILL PREVENTION AND CLEANUP MEASURES. CONTROLS AND PRACTICES SHALL MEET THE REQUIREMENTS OF ALL FEDERAL, STATE AND LOCAL AGENCIES.

HAZARDOUS MATERIALS:
PROPER MANAGEMENT AND DISPOSAL OF HAZARDOUS WASTE MATERIALS IS REQUIRED. THE CONTRACTOR IS RESPONSIBLE FOR FOLLOWING MANUFACTURER'S RECOMMENDATIONS, STATE AND FEDERAL REGULATIONS TO ENSURE CORRECT HANDLING, DISPOSAL, SPILL PREVENTION AND CLEANUP MEASURES. EXAMPLES INCLUDE BUT ARE NOT LIMITED TO: PAINTS, ACIDS, CLEANING SOLVENTS, CHEMICAL ADDITIVES, CONCRETE CURING COMPOUNDS AND CONTAMINATED SOILS.

GENERAL NOTES:
A STORM WATER POLLUTION PREVENTION PLAN (SWPPP) IS REQUIRED TO COMPLY WITH THE OKLAHOMA POLLUTION DISCHARGE ELIMINATION SYSTEM (OPDES) REGULATIONS. THIS PLAN IS INITIATED DURING THE DESIGN PHASE, CONFIRMED IN THE PRE-WORK MEETINGS AND AVAILABLE ON THE JOB SITE ALONG WITH COPIES OF THE NOTICE OF INTENT (NOI) FORMS THAT HAVE BEEN FILED WITH THE OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY (ODEQ). THE PLAN MUST BE KEPT CURRENT WITH UP-TO-DATE AMENDMENTS DURING THE PROGRESSION OF THE PROJECT. ALL CONTRACTOR OFF-SITE OPERATIONS ASSOCIATED WITH THE PROJECT MUST BE DOCUMENTED IN THE SWPPP, I.E., BORROW PITS, WORK ROADS, DISPOSAL SITES, ASPHALT/CONCRETE PLANTS, ETC. THE BASIC GOAL OF STORM WATER MANAGEMENT IS TO IMPROVE WATER QUALITY BY REDUCING POLLUTANTS IN STORM WATER DISCHARGES. RUNOFF FROM CONSTRUCTION SITES HAS A POTENTIAL FOR POLLUTION DUE TO EXPOSED SOILS AND THE PRESENCE OF HAZARDOUS MATERIALS USED IN THE CONSTRUCTION PROCESS. THE PREVENTION OF SOIL EROSION, CONTAINMENT OF HAZARDOUS MATERIALS AND/OR THE INTERCEPTION OF THESE POLLUTANTS BEFORE LEAVING THE CONSTRUCTION SITE ARE THE BEST PRACTICES FOR CONTROLLING STORMWATER POLLUTION.

THE FOLLOWING SECTIONS OF THE 2009 ODOT STANDARD SPECIFICATIONS SHOULD BE NOTED:

103.05	BONDING REQUIREMENTS
104.10	FINAL CLEANING UP
104.12	CONTRACTOR'S RESPONSIBILITY FOR WORK
104.13	ENVIRONMENTAL PROTECTION
106.08	STORAGE AND HANDLING OF MATERIAL
107.01	LAWS, RULES AND REGULATIONS TO BE OBSERVED
107.20	STORM WATER MANAGEMENT
220	MANAGEMENT OF EROSION, SEDIMENTATION AND STORM WATER POLLUTION PREVENTION AND CONTROL
221	TEMPORARY SEDIMENT CONTROL

IN ADDITION:
"ODEQ GENERAL PERMIT (OKR10) FOR STORM WATER DISCHARGES FROM CONSTRUCTION ACTIVITIES WITHIN THE STATE OF OKLAHOMA." ODEQ, WATER QUALITY DIVISION, SEPTEMBER 13, 2007.

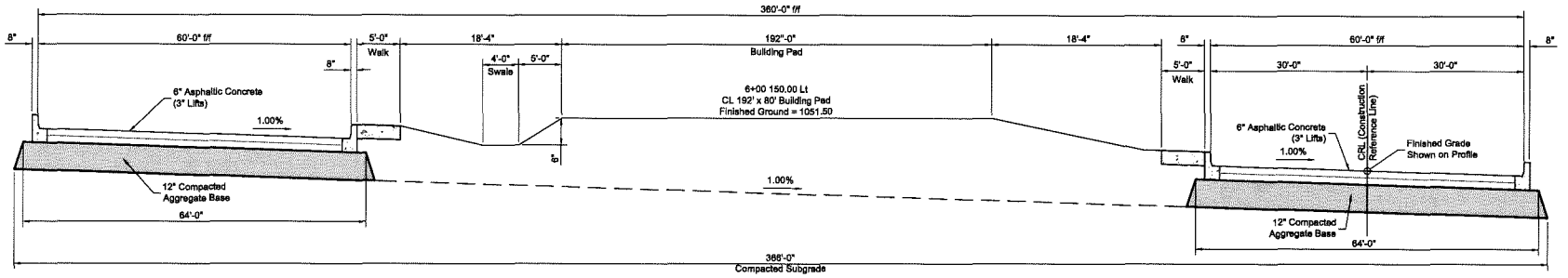
KICKAPOO TRIBE OF OKLAHOMA — GRADING DRAINAGE SURFACING

STORMWATER MANAGEMENT PLAN

PRELIMINARY OCT 19, 2011

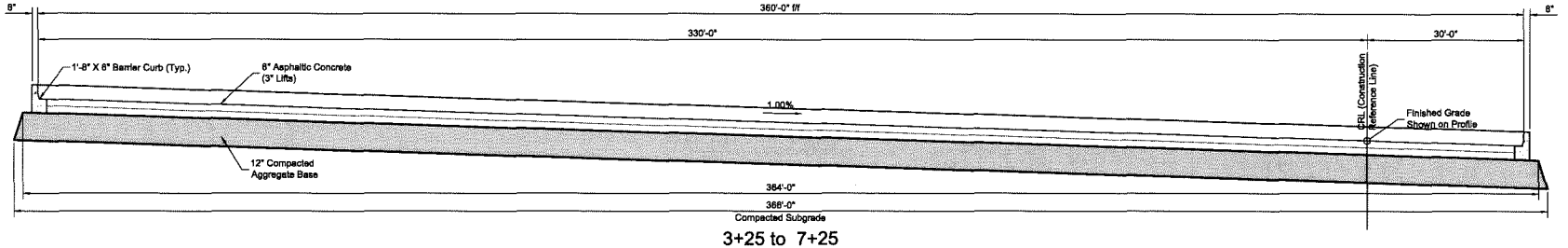
W MACARTHUR RD

SHEET NO. 2

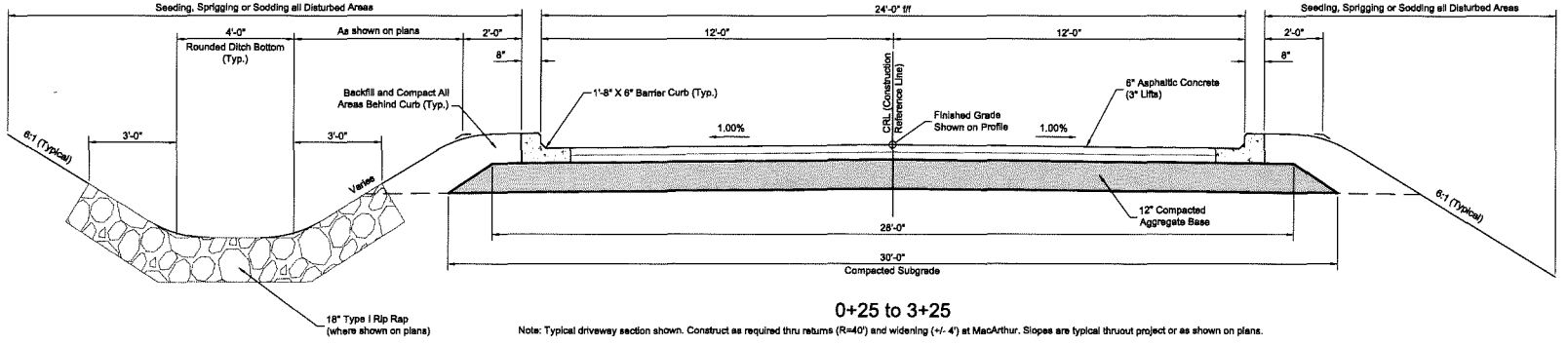


5+60 to 6+40

Note: Grade to drain away from building pad. Minimum slope = 10:1.
Maximum slopes in ADA parking areas must meet requirements.



3+25 to 7+25



0+25 to 3+25

Note: Typical driveway section shown. Construct as required thru returns (R=40') and widening (+/- 4') at MacArthur. Slopes are typical thruout project or as shown on plans.

KICKAPOO TRIBE OF OKLAHOMA

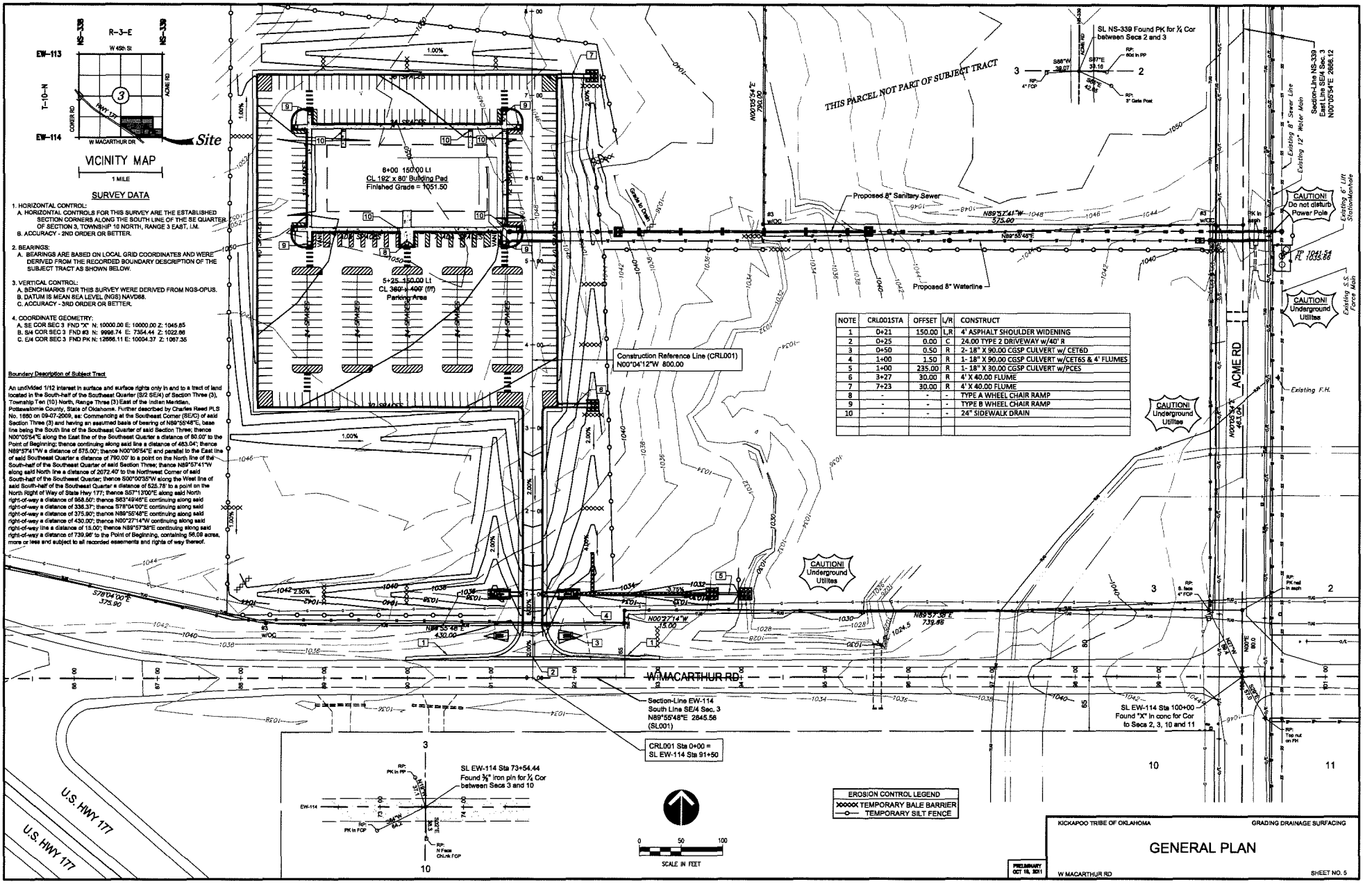
GRADING DRAINAGE SURFACING

TYPICAL SECTIONS

PRELIMINARY
OCT 19, 2011

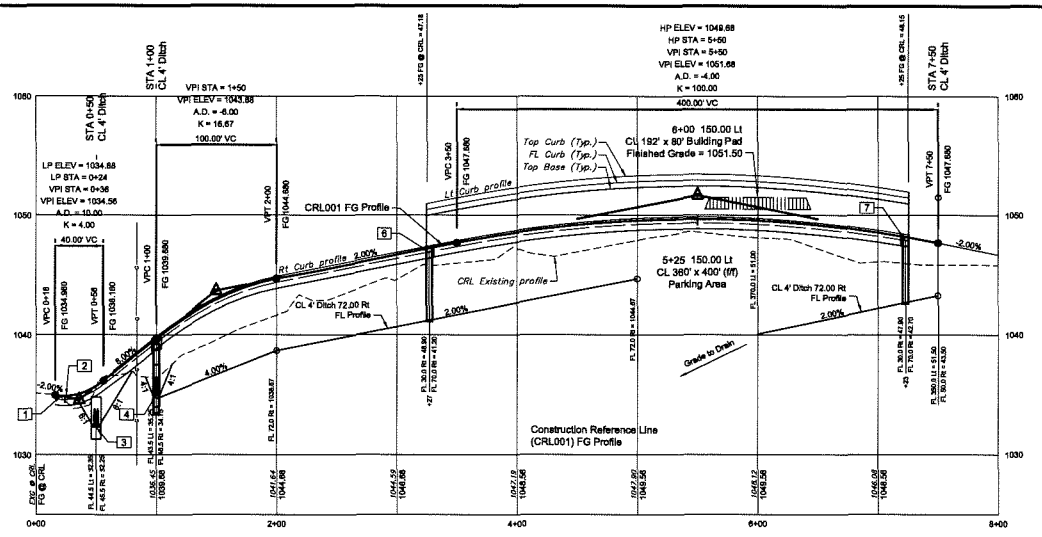
W MACARTHUR RD

SHEET NO. 4

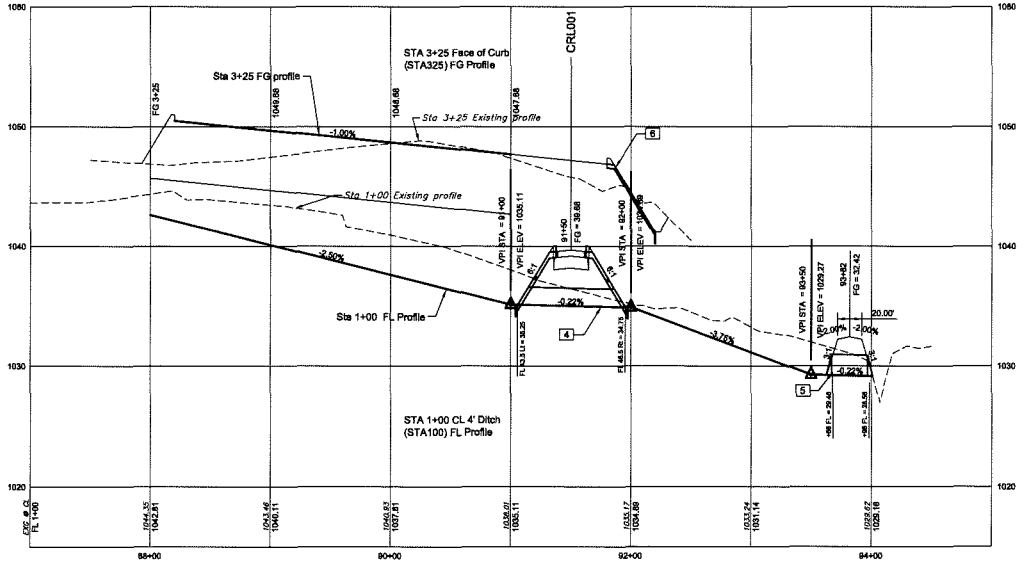


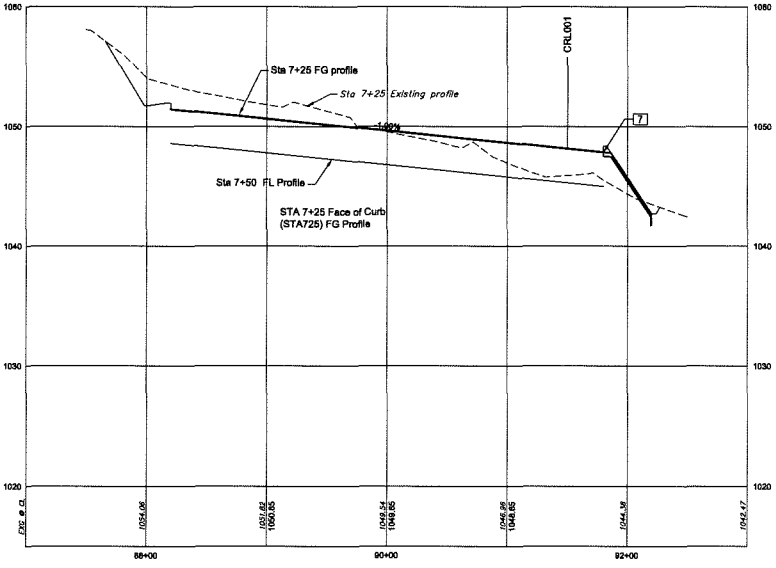
NOTE	CRL001STA	OFFSET	L/R	CONSTRUCT
1	0+21	150.00	L,R	4' ASPHALT SHOULDER WIDENING
2	0+25	0.00	C	24.00 TYPE 2 DRIVEWAY w/40' R
3	0+50	0.50	R	2- 18" X 90.00 CGSP CULVERT w/ CET6D
4	1+00	1.50	R	1- 18" X 90.00 CGSP CULVERT w/CET6S & 4' FLUMES
5	1+00	235.00	R	1- 18" X 30.00 CGSP CULVERT w/PCES
6	3+27	30.00	R	4' X 40.00 FLUME
7	7+23	30.00	R	4' X 40.00 FLUME
8	-	-	-	TYPE A WHEEL CHAIR RAMP
9	-	-	-	TYPE B WHEEL CHAIR RAMP
10	-	-	-	24" SIDEWALK DRAIN

NOTE	CRL001STA	OFFSET	L/R	CONSTRUCT
1	0+21	150.00	L,R	4' ASPHALT SHOULDER WIDENING
2	0+25	0.00	C	24.00 TYPE 2 DRIVEWAY w/40' R
3	0+50	0.50	R	2- 18" X 90.00 CGSP CULVERT w/ CET6D
4	1+00	1.50	R	1- 18" X 90.00 CGSP CULVERT w/CET6S & 4' FLUMES
5	1+00	235.00	R	1- 18" X 30.00 CGSP CULVERT w/PCES
6	3+27	30.00	R	4' X 40.00 FLUME
7	7+23	30.00	R	4' X 40.00 FLUME
8	-	-	-	TYPE A WHEEL CHAIR RAMP
9	-	-	-	TYPE B WHEEL CHAIR RAMP
10	-	-	-	24" SIDEWALK DRAIN



CAUTION!
Underground
Utilities





KICKAPOO TRIBE OF OKLAHOMA

GRADING DRAINAGE SURFACING

PROFILE VIEWS

PRELIMINARY
OCT 19, 2011

W MACARTHUR RD

SHEET NO. 6

Regular Board of Commissioners **6.**

Meeting Date: 02/21/2012

Easements and Final Plat Cottage Park

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Consider acceptance of public easements and dedications associated with the Final Plat of Cottage Park of Shawnee and authorizing recording of final plat and obtainment of signatures.

Attachments

Cottage Park Memo

Cottage Park Final Plat

City of Shawnee

Community Development Department
222 N. Broadway
Shawnee, OK 74801
(405) 878-1665 Fax (405) 878-1587
www.ShawneeOK.org

MEMORANDUM

AGENDA: **February 21, 2012**

TO: **Shawnee City Commission**

FROM: **Justin Erickson, Planning Director**

RE: **Cottage Park of Shawnee – Final Plat**

Staff recommends acceptance of public easements and dedications associated with the Final Plat of Cottage Park of Shawnee, authorizing the recording of the final plat and obtainment of signatures. The dedications include right-of-way that will be utilized as part of the Kickapoo Street project.

The plat is a one-lot plat that is zoned PUD (Cottage Park PUD). Public water and sewer traverse the property and the lot fronts upon Kickapoo Street. Recording of the final plat is authorized pursuant to Section 70.3(A). Completion of site improvements has further been guaranteed by the developer through funding provided by the Oklahoma Housing Finance Authority.

The project will include a series of multi-family structures designed for senior living.

FINAL PLAT

COTTAGE PARK OF SHAWNEE

A SUBDIVISION OF A PART OF THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 12, TOWNSHIP 10 NORTH, RANGE 3 EAST, I.M., CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA.

OWNER'S CERTIFICATE AND DEDICATION

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

CARTY ENTERPRISES, L.L.C.

_____
TERRY CARTY
MANAGING MEMBER

STATE OF OKLAHOMA)
)SS:
COUNTY OF POTTAWATOMIE)

The foregoing instrument was acknowledged before me this __ day of _____, 20__.

My Commission Expires:

_____ _____
Notary Public

LAND SURVEYOR'S CERTIFICATE

I, Billy Gene Knight, Professional Land Surveyor hereby certify that the annexed plat of COTTAGE PARK OF SHAWNEE, an addition to the City of Shawnee, Pottawatomie County, Oklahoma, correctly represents a careful survey made under my supervision and any monuments shown thereon actually exist and their respective positions are correctly shown. I further certify that this plat complies with the requirements of Senate Bill No. 377, Section 518, as amended.

_____
Billy Gene Knight, P.L.S. 1244

STATE OF OKLAHOMA)
)SS:
COUNTY OF POTTAWATOMIE)

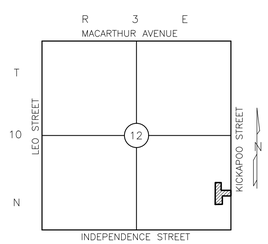
The foregoing instrument was acknowledged before me this __ day of _____, 20__.

My Commission Expires:

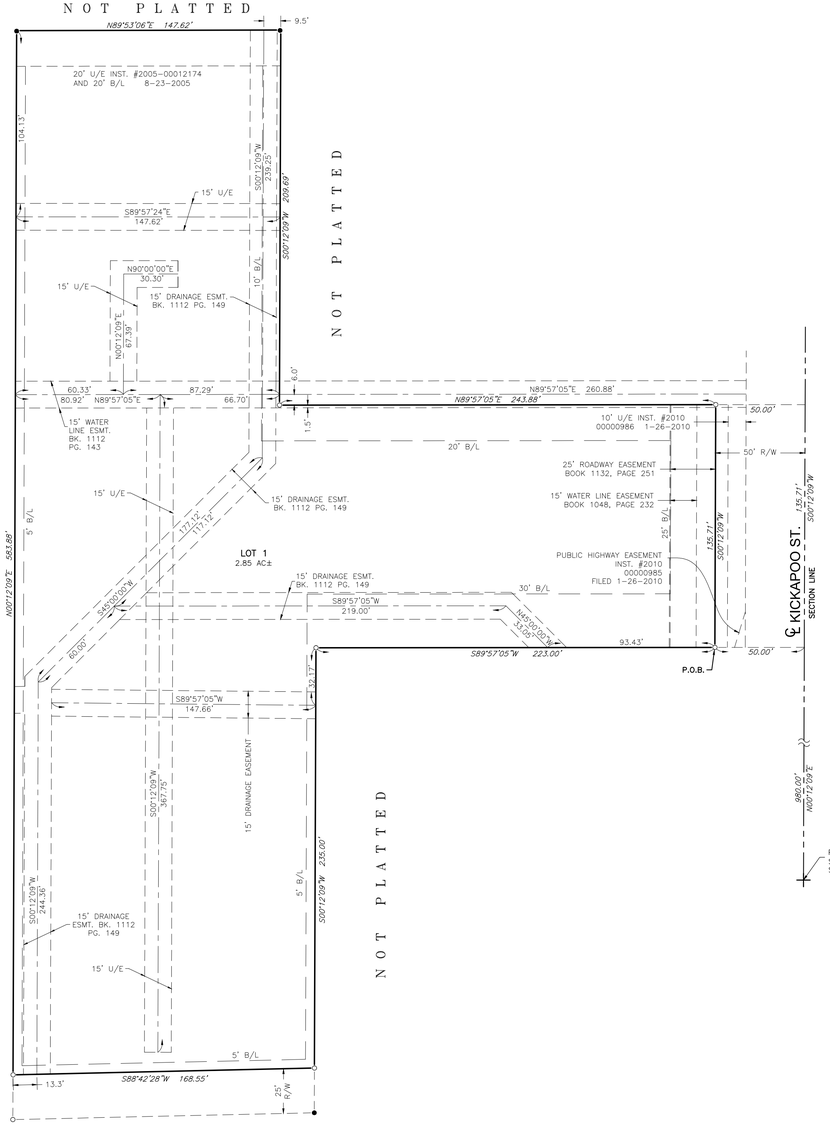
_____ _____
Notary Public

LEGAL DESCRIPTION

A TRACT OF LAND LOCATED IN THE SOUTHEAST QUARTER (SE/4) OF SECTION TWELVE (12), TOWNSHIP TEN NORTH, RANGE THREE EAST (T10N–R3E) OF THE INDIAN MERIDIAN, POTTAWATOMIE COUNTY, OKLAHOMA, WITH A BASIS OF BEARING OF N00°12'09"E ALONG THE EAST LINE OF SAID SE/4, AND MORE PARTICULARLY DESCRIBED AS: COMMENCING AT THE SOUTHEAST CORNER (SE/C) OF SAID SE/4; THENCE N00°12'09"E ALONG THE EAST LINE OF SAID SE/4 A DISTANCE OF 980.00 FEET; THENCE S89°57'05"W A DISTANCE OF 50.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING S89°57'05"W A DISTANCE OF 223.00 FEET; THENCE S00°12'09"W A DISTANCE OF 235.00 FEET; THENCE S88°42'28"W A DISTANCE OF 168.55 FEET; THENCE N00°12'09"E A DISTANCE OF 583.88 FEET; THENCE N89°53'06"E A DISTANCE OF 147.62 FEET; THENCE S00°12'09"W A DISTANCE OF 209.69 FEET; THENCE N89°57'05"E A DISTANCE OF 243.88 FEET; THENCE S00°12'09"W A DISTANCE OF 135.71 FEET TO THE POINT OF BEGINNING, CONTAINING 2.85 ACRES, MORE OR LESS, AND SUBJECT TO ALL RECORDED EASEMENTS AND RIGHT OF WAYS THEREOF.



LOCATION MAP
SCALE: 1" = 2000'



SCALE:
1" = 40'

BASIS OF BEARING IS EAST LINE OF SE/4 OF SECTION 12, T10N–R3E N00°12'09"E

LEGEND

(o)	INDICATES 3/8" IRON PIN, SET
(●)	INDICATES EXISTING IRON PIN
(×)	INDICATES CUT "X" IN CONCRETE
U/E	UTILITY EASEMENT
D/E	DRAINAGE EASEMENT
R/W	RIGHT–OF–WAY

BONDED ABSTRACTOR'S CERTIFICATE

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

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

ATTEST: First American Title & Trust Co.

By:_____ By:_____
Asst. Secretary Vice–President

STATE OF OKLAHOMA)
)SS:
COUNTY OF POTTAWATOMIE)

The foregoing instrument was acknowledged before me this __ day of _____, 20__.

By _____, Vice–President of First American Title & Trust Co., an Oklahoma Corporation, on behalf of the Corporation.

My Commission Expires:

_____ _____
Notary Public

COUNTY TREASURER'S CERTIFICATE

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

_____
County Treasurer

CITY PLANNING COMMISSION APPROVAL

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

_____
Chairman

ACCEPTANCE OF DEDICATION OF CITY COMMISSION

BE IT RESOLVED by the Council of the City of Shawnee Oklahoma, that the dedications shown on the annexed plat are hereby accepted. Adopted by the Council of the City of Shawnee, Oklahoma, this __ day of _____, 20__.

Attest: City of Shawnee, Oklahoma

_____ _____
City Clerk Mayor

CERTIFICATE OF CITY CLERK

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

_____
City Clerk

OWNER'S CORPORATE SEAL | | OWNER'S NOTARY SEAL | LAND SURVEYOR'S SEAL | SURVEYOR'S NOTARY SEAL | BONDED ABSTRACTOR'S SEAL | COUNTY TREASURER'S SEAL | CITY CORPORATE SEAL

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

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

LANDES ENGINEERING L.L.C. & ASSOCIATES
CA #2260 EXP. 06/30/13
903 EAST 35TH STREET, SHAWNEE, OK. 74804
405-275-5755

COTTAGE PARK OF SHAWNEE
SHAWNEE, OKLAHOMA

DRAWN BY: ml | DRAWING NUMBER: 1 OF 1
DATE: 10/12/2011 | REV.: 01/06/2012 | CHECKED BY: BGK

Regular Board of Commissioners **7.**

Meeting Date: 02/21/2012

Sales Tax Report

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Acknowledge Sales Tax report received February, 2012.

Attachments

Sales Tax Report February

City of Shawnee Memorandum

To: Mayor and City Commissioners

CC: Brian McDougal, City Manager

From: Cynthia R Sementelli, Finance Director

Date: February 10, 2012

Re: City Sales Tax Report

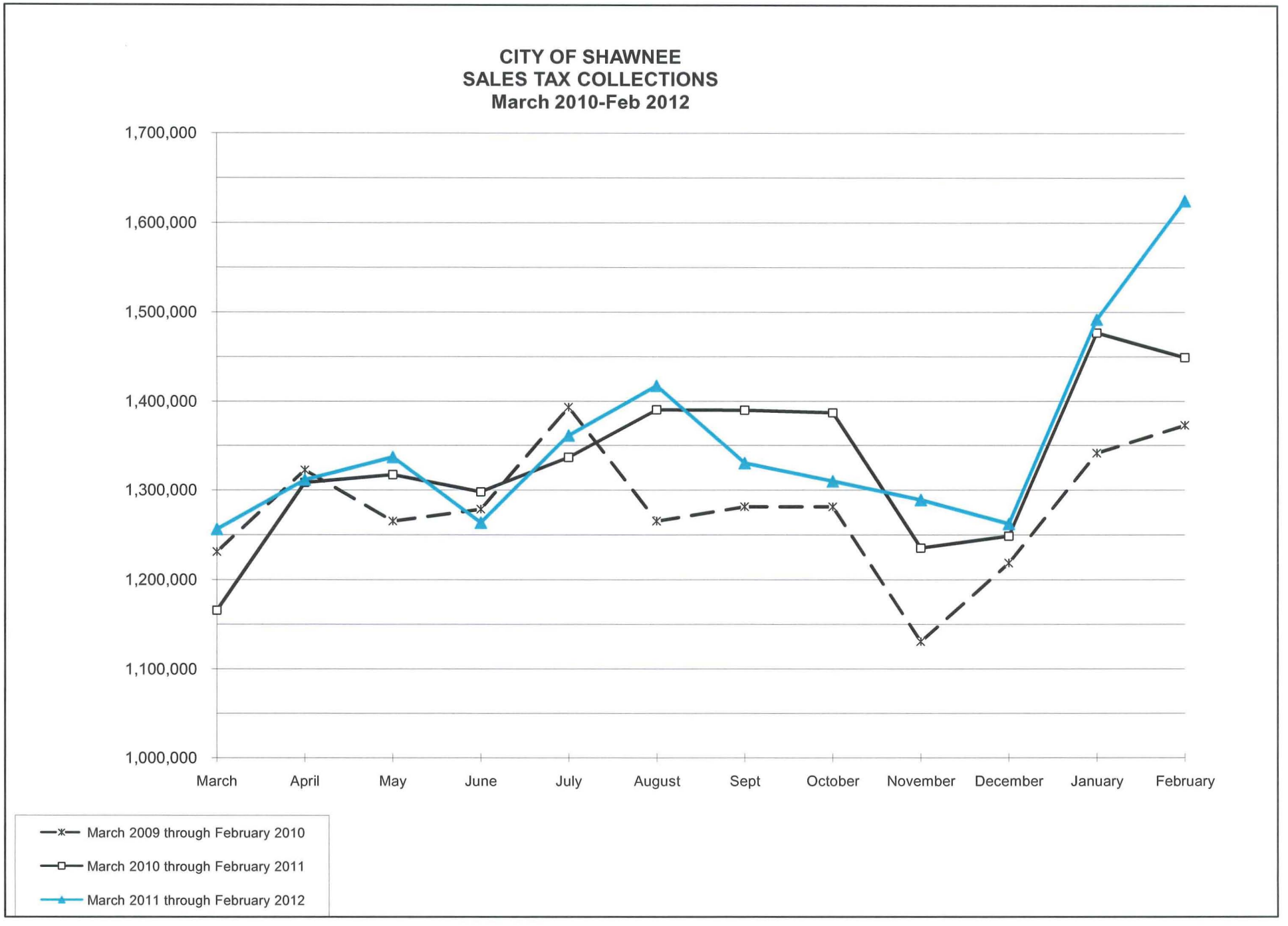
February Sales Tax receipts were up $175,602 or 12.12% compared to last year receipts. The February Sales tax amount received plus interest was $1,624,568 which is approximately down .40% compared to the year to date budget amount. Compared to 2008 figures we were up by $251,960 or 18.35%

	March 2009	March 2010	March 2011	Increase (Decrease)	
	through	through	through	Over Prior Year	
Month	February 2010	February 2011	February 2012	Amount	Percentage
March	1,230,951	1,165,927	1,256,430	90,503	7.76%
April	1,322,381	1,308,463	1,311,387	2,924	0.22%
May	1,265,208	1,317,167	1,337,029	19,861	1.51%
June	1,278,401	1,298,026	1,263,777	(34,249)	(2.64%)
July	1,393,065	1,336,599	1,361,273	24,675	1.85%
August	1,265,208	1,390,086	1,417,308	27,222	1.96%
Sept	1,281,234	1,389,702	1,330,420	(59,282)	(4.27%)
October	1,281,416	1,386,987	1,309,924	(77,063)	(5.56%)
November	1,130,651	1,235,390	1,289,143	53,754	4.35%
December	1,218,404	1,248,649	1,262,401	13,752	1.10%
January	1,341,370	1,476,824	1,491,647	14,824	1.00%
February	1,372,608	1,448,966	1,624,568	175,602	12.12%
Total	12,666,920	13,076,994	13,139,092	62,097	0.47%

Period	Prior Year Actual	Current Year Actual	Increase (Decrease) Over Prior Year	
Fiscal Year to Date	10,913,201	11,086,685	(2,118)	(0.02%)

Fiscal Year to Date Budget based on last year actual plus 2%

Period	Current Year Budget	Current Year Actual	Budget Variance Favorable (Unfavorable)	
Fiscal Year to Date	11,131,465	11,086,685	($44,780)	(0.40%)


CITY OF SHAWNEE
SALES TAX COLLECTIONS
March 2010-Feb 2012
1,700,000
1,600,000
1,500,000
1,400,000
1,300,000
1,200,000
1,100,000
1,000,000
March
April
May
June
July
August
Sept
October
November
December
January
February
March 2009 through February 2010
March 2010 through February 2011
March 2011 through February 2012

Regular Board of Commissioners **8.**

Meeting Date: 02/21/2012

Discussion of funding projects

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Discussion of alternative funding methods and/or timing of capital improvement projects that were rejected by the voters on February 14, 2012.

Regular Board of Commissioners **12.**

Meeting Date: 02/21/2012

Executive Session Grasso

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Consider an Executive Session for discussion and possible action of settlement of worker's compensation claim of Anthony Grasso, Case No. 2009-08537A pursuant to 25 O.S. §307(B)(4).

Regular Board of Commissioners **13.**

Meeting Date: 02/21/2012

Executive Session IUPA

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Consider an Executive Session to discuss status of Collective Bargaining Agreement with the IUPA, Local No. 3, for FY2011-2012 and FY2012-2013 as authorized by 25 O.S. §307(B)(2).

Regular Board of Commissioners **14.**

Meeting Date: 02/21/2012

Executive Session Water Lines

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Consider an Executive Session to discuss potential claims, litigation or other options regarding encroachment into City's utility service area by other entities as authorized by 25 25 O.S. §307(B)(4).

Regular Board of Commissioners **15.**

Meeting Date: 02/21/2012

Executive Session City Attorney Evaluation

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Consider an Executive Session to discuss City Attorney’s evaluation pursuant to 25 O.S. §307(B)(1).

Regular Board of Commissioners **16.**

Meeting Date: 02/21/2012

Consider Action Exec Sess Grasso

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Consider matters discussed in Executive Session regarding discussion and possible action of settlement of worker's compensation claim of Anthony Grasso, Case No. 2009-08537A pursuant to 25 O.S. §307(B)(4).

Regular Board of Commissioners **17.**

Meeting Date: 02/21/2012

Consider Action Exec Sess IUPA

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Consider matters discussed in Executive Session regarding status of Collective Bargaining Agreement with the IUPA, Local No. 3, for FY2011-2012 and FY2012-2013 as authorized by 25 O.S. §307(B)(2).

Regular Board of Commissioners **18.**

Meeting Date: 02/21/2012

Consider Action Executive Session Water Lines

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Consider matters discussed in Executive Session regarding potential claims, litigation or other options regarding encroachment into City's utility service area by other entities as authorized by 25 25 O.S. §307(B)(4).

Regular Board of Commissioners **19.**

Meeting Date: 02/21/2012

Consider Action Exec Session City Attorney

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Consider matters discussed in Executive Session regarding City Attorney's evaluation pursuant to 25 O.S. §307(B)(1).