

BOARD OF CITY COMMISSIONERS PROCEEDINGS

JANUARY 21, 2020 AT 6:00 P.M.

The Board of City Commissioners of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in Regular Session in the Commission Chambers at City Hall, 9th and Broadway, Shawnee, Oklahoma, Tuesday, January 21, 2020 at 6:00 p.m., pursuant to notice duly posted as prescribed by law at 9:45 a.m. on January 17, 2020. Mayor Finley presided and Miss Blu Fox called the meeting to order. Upon roll call, the following members were in attendance.

Richard Finley

Mayor

Ed Bolt

Commissioner Ward 1

Ron Gillham

Commissioner Ward 2

James Harrod

Commissioner Ward 3-Vice Mayor

Darren Rutherford

Commissioner Ward 4

Mark Sehorn

Commissioner Ward 5

Ben Salter

Commissioner Ward 6

ABSENT: None

INVOCATION

Don Lynch,
Emergency Management Director

FLAG SALUTE

AGENDA ITEM NO. 1:

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

Ms. Holly Gordon, Gateway to Prevention and Recovery, addressed the Complete Streets Policy and proposed Resolution on today's agenda. She stated this has been a community goal for several years and there has been ongoing conversation regarding this policy. She explained this policy is a written statement that directly affects the values as a community.

Mr. Travis Flood, Community Renewal of Pottawatomie County, provided an update on the *Kids Club* within their organization. In 2016, when the *Kids Club*

began, there were twelve (12) boys in the program from Jefferson Elementary. At present, there are now nine (9) full-time staff members, twenty (20) clubs over eight (8) schools and four hundred eighty-three (483) kids.

AGENDA ITEM NO. 2:

Consider approval of Consent Agenda:

- a. Minutes from the December 16, 2019 regular meeting and January 7, 2020 Special Call meeting.
- b. Acknowledge the following reports and minutes:
 - License Payment Report for December 2019
 - Project Payment Report for December 2019
 - Zoning Board of Adjustment Minutes from November 21, 2019
- c. Acknowledge resignation of Johnie Maxwell from the Shawnee Urban Renewal Authority Board.
- d. Mayor's Appointments:

Traffic Commission

Rex Hennen 1st Full Term Expires: January 1, 2023
Reappointment

- e. Acceptance of the following properties donated to the City of Shawnee by Pottawatomie County:
 - 1) 218 North Kickapoo Avenue, Shawnee, Oklahoma
 - 2) 502 South Kickapoo Avenue, Shawnee, Oklahoma
 - 3) 510 South Kickapoo Avenue, Shawnee, Oklahoma
 - 4) 215 North Aydelotte Avenue, Shawnee, Oklahoma
 - 5) 536 North Aydelotte Avenue, Shawnee, Oklahoma
 - 6) 329 South Aydelotte Avenue, Shawnee, Oklahoma
 - 7) 618 South Broadway Avenue, Shawnee, Oklahoma
 - 8) 619 North Pottenger Avenue, Shawnee, Oklahoma

A motion was made by Vice Mayor Harrod, seconded by Commissioner Bolt, to approve Consent Agenda Item Nos. 2 (a-e). Motion carried 7-0.

AYE: Harrod, Bolt, Gillham, Finley, Rutherford, Sehorn, Salter

NAY: None

AGENDA ITEM NO. 3:

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

Animal Control Officer Kesha Miller presented Miss Sassy, a Pitbull mix. Officer Miller advised that Miss Sassy is approximately two (2) years old and has been spayed. Her adoption fee for a resident living outside the City Limits is Five Dollars (\$5.00) and Ten Dollars (\$10.00) if living inside the City Limits.

AGENDA ITEM NO. 4:

Consideration of a resolution to adopt a Complete Streets Policy.

Planning Director Rebecca Blaine provided a staff report. She stated this item was originally heard at the November 5, 2018 City Commission meeting and was deferred at that time. Ms. Blaine advised that ten (10) municipalities in Oklahoma have adopted policies regarding complete streets. She also stated that the Complete Streets Policy is a statement of guidelines and not a requirement.

Resolution No. 6606 was introduced.

A RESOLUTION APPROVING A COMPLETE STREETS POLICY FOR THE CITY OF SHAWNEE.

A motion was made by Commissioner Gillham, seconded by Commissioner Rutherford, to approve a resolution approving a complete streets policy for the City of Shawnee.

AYE: Gillham, Rutherford, Sehorn, Bolt, Harrod, Finley

NAY: None

ABSTAIN: Salter

AGENDA ITEM NO. 5:

Consideration of approval to deed the following properties to South Central Industries:

- a. 218 North Kickapoo Avenue, Shawnee, Oklahoma
- b. 502 South Kickapoo Avenue, Shawnee, Oklahoma
- c. 510 South Kickapoo Avenue, Shawnee, Oklahoma
- d. 215 North Aydelotte Avenue, Shawnee, Oklahoma
- e. 536 North Aydelotte Avenue, Shawnee, Oklahoma
- f. 329 South Aydelotte Avenue, Shawnee, Oklahoma

- g. 618 South Broadway Avenue, Shawnee, Oklahoma
- h. 619 North Pottenger Avenue, Shawnee, Oklahoma

City Manager Chance Allison explained these properties were deeded to the City by the County and accepted by Consent Agenda No. 2(e). If approved, the City will deed the properties to South Central Industries to assist with their mission to provide residential services to individuals with intellectual and developmental disabilities. All properties included are located within one-half (1/2) mile of South Central Industries.

A motion was made by Commissioner Sehorn, seconded by Commissioner Rutherford, to deed the following properties to South Central Industries:

- a. 218 North Kickapoo Avenue, Shawnee, Oklahoma
- b. 502 South Kickapoo Avenue, Shawnee, Oklahoma
- c. 510 South Kickapoo Avenue, Shawnee, Oklahoma
- d. 215 North Aydelotte Avenue, Shawnee, Oklahoma
- e. 536 North Aydelotte Avenue, Shawnee, Oklahoma
- f. 329 South Aydelotte Avenue, Shawnee, Oklahoma
- g. 618 South Broadway Avenue, Shawnee, Oklahoma
- h. 619 North Pottenger Avenue, Shawnee, Oklahoma

Motion carried 7-0.

AYE: Sehorn, Rutherford, Salter, Bolt, Gillham, Harrod, Finley

NAY: None

AGENDA ITEM NO. 6:

Consideration of a budget amendment for Capital Improvement Fund 303 – Realignment of budget for the Library, Senior Center, and Community Center remodels.

Finance Director Ashley Neel explained the remodel projects for the Library, Senior Center and Community Center were budgeted for with the one-half (1/2) cent sales tax. She advised that the proposed budget amendment would allow staff to transfer the funds to the appropriate line item within the overall budget.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Bolt, to approve a budget amendment for Capital Improvement Fund 303. Motion carried 7-0.

AYE: Harrod, Bolt, Gillham, Finley, Rutherford, Sehorn, Salter
NAY: None

AGENDA ITEM NO. 7: Acknowledge monthly Sales Tax and Budget Report.

Finance Director Ashely Neel reported sales tax is up \$825,181.00, or 6.56%, over the projected budget year-to-date. She stated that use tax collections are up approximately \$497,595.00, or 50.69%, over the projected budget year-to-date. Ms. Neel also reported 50% of the General Fund and 57% of the Shawnee Municipal Authority Fund are remaining for the Fiscal Year budget.

AGENDA ITEM NO. 8: Consider Bids:

- a. Shawnee Police Department Architect's Project No. 1811, 912 East Independence, Shawnee, Oklahoma 74801 (Award)

Police Chief Mason Wilson requested that the item be deferred to a future meeting to allow Staff additional time to review the bids.

A motion was made by Commissioner Gillham, seconded by Commissioner Bolt, to accept staff's recommendation and defer this item to a future meeting. Motion carried 7-0.

AYE: Gillham, Bolt, Harrod, Finley, Rutherford, Sehorn, Salter
NAY: None

Mayor Finley stated he would be appointing a group of to review the submitted proposals.

AGENDA ITEM NO. 9: Administrative Reports:

- a. Emergency Management Director Don Lynch – Mass Notification System

Emergency Management Director Don Lynch announced that the Mass Notification System is now up and running. He said all landlines are automatically added to the system but cell phones and email alerts will need to be added by the user. Information is available on the City of Shawnee's website and social media outlets.

AGENDA ITEM NO. 10:

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

There was no New Business.

AGENDA ITEM NO. 11:

Commissioners Comments

Vice Mayor Harrod advised that he and the City Manager met with Midsize Coalition Group today and went over legislation that has been pre-filed. He stated that when he receives a report of the proposed bills, he will send that out to the Mayor and Commissioners for review.

Mayor Finley stated that Shawnee Public Schools are proposing an Eighteen Million Dollar (\$18M) bond issue on the April 7, 2020 election.

Mayor Finley also stated that the United States Census forms will be mailed out in the next several weeks. He stressed the importance of completing and sending those forms back.

AGENDA ITEM NO. 12:

Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (6:24 p.m.)

ATTEST:



Lisa Laszone

LISA LASYONE, CMC, CITY CLERK

Richard Finley

RICHARD FINLEY, MAYOR