

AGENDA
BOARD OF CITY COMMISSIONERS
JANUARY 16, 2024 AT 6:00 PM
COMMISSION CHAMBERS AT CITY HALL
16 WEST 9TH STREET
SHAWNEE, OKLAHOMA

Official action can only be taken on items which appear on the agenda. The public body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the public body may refer the matter to Staff or back to Committee or the recommending body. Under certain circumstances, items are deferred to a future date or stricken from the agenda entirely.

CALL TO ORDER

DECLARATION OF A QUORUM

INVOCATION

FLAG SALUTE

1. Recognition of Emery Luna for donating 1,175 pounds of dog food to the Animal Shelter for distribution to our community.
2. Recognition of Shawnee Police Department Communications Manager Christina Brown for receiving the "Wendy Day Memorial Scholarship for 911 Goes to Washington 2024."
3. Citizens Participation (A three-minute limit per person)
(A twelve-minute limit per topic)

Citizens may provide comment relevant to City business. Per Oklahoma State Statute 25 O.S. § 311(B)(1), the City Commission may only consider, deliberate, or render decisions on those items of City business that were included in the agenda. For other citizen comments, the City Commission may refer the matter to the City Manager for administrative consideration, or to schedule the matter for Commission consideration at a later date.

4. Consider approval of Consent Agenda:
 - a. Minutes from the December 18, 2023 regular meeting.
 - b. Acknowledge the following minutes and reports:

- Shawnee Beautification, Parks, and Recreation Committee Minutes from the October 19, 2023 regular meeting.
- Shawnee Senior Citizens Advisory Board Minutes from the November 14, 2023 regular meeting.
- License Payment Report for December 2023.
- Project Payment Report for December 2023.

c. Mayor Appointments:

Shawnee Beautification, Parks, and Recreation Committee

Kerri Keck	1st Partial Term	Term Expires: May 1, 2025
<i>Replaces Ian Hayes - Resigned</i>		

- d. Acceptance of Right-of-Way Utility Easement Agreement for property along 419 North Kickapoo.
 - e. Acceptance of Right-of-Way Easement Agreement (roadway) for property along 419 North Kickapoo.
5. Presentation of the Pet of the Month by Animal Control.
 6. Mayor's Proclamation(s)
 - a. "School Board Appreciation Month", January 2024
 7. Shawnee Forward Presentation.
 8. Consideration of a Contract with CEC to provide Traffic Signal Storm Damage Repair design services related to the April 19, 2023, storm event.
 9. Consideration of an Amendment to the Contract with Deep South Fencing for Fencing Installation and Repair Services.
 10. Public hearing on an Amendment to the City of Shawnee FY 2024-2028 Capital Improvement Plan to include an Airfield Signage Retrofit Project.
 11. Consideration of an Amendment to the City of Shawnee FY 2024-2028 Capital Improvement Plan to include an Airfield Signage Retrofit Project.
 12. Consideration of a Resolution to adopt the Shawnee Twin Lakes Master Plan.

13. Consideration of a resolution of the City of Shawnee declaring that a nuisance exists at the Fairview Mausoleum and authorizing and directing the City of Shawnee, Oklahoma to initiate a legal proceeding in the District Court of Pottawatomie County, Oklahoma for the purpose of abating the nuisance at the Fairview Mausoleum.
14. Consideration of a Resolution of the City of Shawnee to purchase a Volumetric Concrete Truck utilizing Sourcewell Contract #060122.
15. Consideration of the purchase of two (2) 2024 Chevrolet Silverado 3500 HD DRW Crew Cab vehicles for the Shawnee Parks Department at state bid price.
16. Consideration of the following budget amendments for Fiscal Year 2023 – 2024:
 - a. General Fund - 001 - to fund the sales tax rebate agreement with Elmer Smith Oil Company with sales tax collections in excess of budget projections.
 - b. Economic Development Fund - 104 - to fund the sales tax rebate agreement with Elmer Smith Oil Company with Sales tax revenue previously budgeted and collections in excess of budget projections.
 - c. Tax Increment Fund - 112 - to fund the payment to Shawnee Public Schools for five percent of the taxes collected per the approved project plan.
17. Consider Bid(s):
 - a. Traffic Signal Storm Damage Repair (EM-20230419-04) (Award).
18. Acknowledge Monthly Sales Tax and Budget Report.
19. Administrative Report(s):
 - a. Presentation of the Quarterly 2018 Half-Cent Sales Tax Report - Lindsey McNabb-Fox, Finance Director
 - b. Ward Redistricting Update - Andrea Weckmueller-Behringer, City Manager
20. New Business (Any matter not known or which could not have been reasonably foreseen prior to the posting of the agenda.)

21. Commissioners Comments

22. Consider an executive session in accordance with 25 O.S. § 307(B)(4) to discuss confidential communications between a public body and its attorney concerning a pending investigation, claim, or action, if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest, specifically regarding PFAS settlement.

23. Consider matters discussed in executive session in accordance with 25 O.S. §307(B)(4) to discuss confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest, specifically regarding PFAS settlement.

24. Adjournment

Respectfully submitted,



Lisa Lasyone, MMC, City Clerk

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



Certificate of Recognition

PRESENTED TO

EMERY LUNA

THIS 16TH DAY OF JANUARY, 2024, ON BEHALF OF THE CITY OF SHAWNEE
IN RECOGNITION AND APPRECIATION OF
HER GENEROUS DONATION OF 1,175 POUNDS OF DOG FOOD
TO THE ANIMAL SHELTER FOR DISTRIBUTION TO OUR COMMUNITY

Donating 1,000+ Pounds of Dog Food

ED BOLT, MAYOR

LISA LASYONE, CITY CLERK



Certificate of Recognition

PRESENTED TO

CHRISTINA BROWN

THIS 16TH DAY OF JANUARY, 2024, ON BEHALF OF THE CITY OF SHAWNEE
TO ACKNOWLEDGE HER SELECTION AS
THE RECIPIENT OF THE “WENDY DAY MEMORIAL SCHOLARSHIP FOR
9-1-1 GOES TO WASHINGTON”

Shaping the Future of 9-1-1

ED BOLT, MAYOR

LISA LASYONE, CITY CLERK

DRAFT

BOARD OF CITY COMMISSIONERS PROCEEDINGS

DECEMBER 18, 2023 AT 6:00 PM

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, 16 West 9th Street, Shawnee, Oklahoma on, Monday, December 18, 2023 at 6:00 PM, pursuant to notice duly posted as prescribed by law on Thursday, December 14, 2023 at 5:40 PM. Mayor Bolt presided and called the meeting to order. Upon roll call, the following members were in attendance.

Ed Bolt
Mayor

Daniel Matthews
Commissioner Ward 1

Cami Engles
Commissioner Ward 2

Yannah Frazier
Commissioner Ward 3

Darren Rutherford
Commissioner Ward 4 - Vice Mayor

Mark Sehorn
Commissioner Ward 5

Lauren Richter
Commissioner Ward 6

ABSENT: None

CALL TO ORDER

DECLARATION OF A QUORUM

INVOCATION

FLAG SALUTE

1. Presentation of Certificate of Recognition for Shawnee Police Department Staff

Mayor Bolt presented a Certificate of Recognition to Shawnee Police Department Cpl. Daniel Crisp.

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

Citizens may provide comment relevant to City business. Per State Statute 25 O.S. § 311(B)(1), the City Commission may only consider, deliberate, or render decisions on those items of City business that were included in the agenda. For other citizen comments, the City Commission may refer the matter to the City Manager for administrative consideration, or to schedule the matter

for Commission consideration at a later date.

Ms. Kelley Mullican, Mr. Rob Morris, Mr. Ben Parker, Mr. Floyd Thompson, Mr. Monty Porter, Ms. Jennifer Allen, Ms. Jennifer Gaskill, Ms. Tina Bridenstine, Mr. William Rooth, Ms. Edwina Butler-Wolfe, Ms. Molly Daniels, Ms. Jeanine Ramirez, and Mr. Rod Roberts spoke during Citizens Participation. City Attorney Joe Vorndran advised the Mayor and Commission that the Citizens Participation time limit had been reached.

A motion was made by Mayor Bolt, seconded by Commissioner Frazier, to extend the overall time to speak during Citizens Participation, limited to the remaining individuals already signed up, providing a maximum of three (3) minutes per individual, and to remove the time limits on specific topics. Motion Carried 7-0-0.

AYE: Bolt, Fraizer, Rutherford, Sehorn, Richter, Matthews, Engles

NAY: None

ABSTAIN: None

Mr. Gary Berlin, Mr. Mark Crook, Ms. Kerri Keck, Ms. Tammy Mack, Mr. Andrew Johnson, and Mr. Noel Worthington spoke during Citizens Participation.

3. Consider approval of Consent Agenda:

a. Minutes from the November 20, 2023 regular meeting.

b. Acknowledge the following minutes and reports:

- Planning Commission Minutes from the October 4, 2023 regular meeting.
- Shawnee Senior Citizens Advisory Board Minutes from the October 10, 2023 regular meeting.

- Shawnee Urban Renewal Authority Minutes from the August 1, 2023 regular meeting and September 28, 2023 special call meeting.
- License Payment Report for November 2023.
- Project Payment Report for November 2023.

c. Lake Lease Transfer:

- Johnston Tract Lot 22, 16500 Stevens Rd
From: Sharon Patnaude
To: Michael Dennis Balduff and Michele Janette Balduff
- Belcher Tract Lot 17, 33314 Post Office Neck
From: Joseph and Leta Rostochil
To: Leslie and Ronald Jefferson

d. Mayor Appointments:

- Shawnee Urban Renewal Authority
William Burke 1st Full Term Expires: February 2, 2027
Reappointment

- e. Acceptance of a Utility Easement for the Lowe's Waterline Loop project from Lowe's Home Centers, LLC, a North Carolina limited liability company, located in the southwest quarter section of Section 31, Township 11 North, Range 4 East.

Commissioner Sehorn asked that Consent Agenda Item No. 3(a) be pulled for

separate consideration.

A motion was made by Commissioner Matthews, seconded by Vice Mayor Rutherford, to approve Consent Agenda Item Nos. 3(a-e), less item 3(a). Motion carried 7-0-0.

AYE: Matthews, Rutherford, Sehorn, Richter, Engles, Frazier, Bolt

NAY: None

ABSTAIN: None

A motion was made by Commissioner Matthews, seconded by Commissioner Engles, to approve Consent Agenda Item No. 3(a). Motion carried 6-0-1.

AYE: Matthews, Engles, Fraizer, Bolt, Rutherford, Richter

NAY: None

ABSTAIN: Sehorn

4. Presentation of the Pet of the Month by Animal Control.

Animal Control Officer Theresa Touchet introduced Toon, an approximately one-year-old lab mix.

5. Consideration of the utilization of the State of Oklahoma Roof Asset Management Program through the Oklahoma Office of Management and Enterprise Services (OMES), Construction and Properties Department, for roofing services at the Recreation Center.

Assistant City Manager Danny Vise advised this item is a companion item to Agenda Item No. 6. Mr. Vise explained the benefits of the Roof Asset Management Program for roofing services at the Recreation Center.

A motion was made by Commissioner Sehorn, seconded by Vice Mayor Rutherford, to approve the utilization of the State of Oklahoma Roof Asset Management Program through the Oklahoma Office of Management and Enterprise Services (OMES), Construction and Properties Department, for roofing services at the Recreation Center. Motion Carried 7-0-0.

AYE: Sehorn, Rutherford, Richter, Matthews, Engles, Frazier, Bolt

NAY: None

ABSTAIN: None

6. Consideration of a contract with Universal Roofing and Sheet Metal through

the Oklahoma Roof Asset Management Program for roofing services for the Recreation Center.

Assistant City Manager Danny Vise explained Staff recommends entering into a contract with Universal Roofing and Sheet Metal for the repair and replacement of all existing non-shingle roof sections for the Recreation Center, also known as the Municipal Auditorium. Staff recommends entering into a contract with Universal Roofing and Sheet Metal for One Million Fifteen Thousand Two Hundred Sixty-One Dollars and Fifty-Seven Cents (\$1,015,261.57) to repair and replace all existing non-shingle roof sections.

A motion was made by Vice Mayor Rutherford, seconded by Commissioner Engles, to approve a contract with Universal Roofing and Sheet Metal through the Oklahoma Roof Asset Management Program for roofing services for the Recreation Center. Motion carried 7-0-0.

AYE: Rutherford, Engles, Frazier, Bolt, Sehorn, Richter, Matthews

NAY: None

ABSTAIN: None

7. Consideration of a proposal with H.W. Lochner to provide Design Engineering Services in support of Siting and Bidding Services for a Temporary Terminal Building at Shawnee Regional Airport (SNL).

Assistant City Manager Danny Vise explained the Shawnee Regional Airport was heavily damaged during the April 19, 2023, tornado event. The terminal has since been uninhabitable. Staff recommends authorization to execute an Addendum to their existing agreement for professional engineering services in support of a project to support the procurement and installation of a temporary terminal building.

A motion was made by Commissioner Sehorn, seconded by Commissioner Matthews, to approve a proposal with H.W. Lochner to provide Design Engineering Services in support of Siting and Bidding Services for a Temporary Terminal Building at Shawnee Regional Airport (SNL). Motion carried 7-0-0.

AYE: Sehorn, Matthews, Engles, Frazier, Bolt, Rutherford, Richter

NAY: None

ABSTAIN: None

8. Consideration of contract with Mobile Modular to provide temporary Airport Terminal Facilities.

Assistant City Manager Danny Vise explained this is a companion item to Agenda Item No. 7. Due to the damage the Shawnee Regional Airport terminal sustained during the April 19, 2023, tornado event, Staff is seeking to procure and install a temporary facility to provide customer, administrative, and operational services at the airport.

A motion was made by Commissioner Matthews, seconded by Vice Mayor Rutherford, to approve a contract with Mobile Modular to provide temporary Airport Terminal Facilities. Motion carried 7-0-0.

AYE: Matthews, Rutherford, Sehorn, Richter, Engles, Frazier, Bolt

NAY: None

ABSTAIN: None

9. Consideration of a contract with Meshek & Associates, LLC for the Right-of-Way Acquisition Services for the 45th Street Widening: Phase 1, Project Number 24-0810-01.

Director of Engineering Seth Barkhimer explained this item is for the engagement of a right-of-way acquisition service provider in connection with Phase 1 of the proposed widening of 45th Street.

A motion was made by Commissioner Matthews, seconded by Commissioner Sehorn, to approve a contract with Meshek & Associates, LLC for the Right-of-Way Acquisition Services for the 45th Street Widening: Phase 1, Project Number 24-0810-01. Motion carried 7-0-0.

AYE: Matthews, Sehorn, Richter, Engles, Frazier, Bolt, Rutherford

NAY: None

ABSTAIN: None

10. Consideration of acceptance of a grant from the State of Oklahoma American Rescue Plan Act (ARPA) for plan, design, and construction of downstream slope repair at Shawnee Twin Lake #1 Dam.

Director of Engineering Seth Barkhimer explained staff has been working with the Oklahoma Water Resources Board to identify additional funding sources for the design and subsequent construction of the necessary dam repair project for Shawnee Twin Lake No. 1 Dam.

A motion was made by Commissioner Engles, seconded by Vice Mayor Rutherford, to approve the acceptance of a grant from the State of Oklahoma American Rescue Plan Act (ARPA) for plan, design, and construction of

downstream slope repair at Shawnee Twin Lake #1 Dam. Motion carried 7-0-0.

AYE: Engles, Rutherford, Sehorn, Richter, Matthews, Frazier, Bolt

NAY: None

ABSTAIN: None

11. Consideration of an ordinance amending Article I of Chapter 20 of the Shawnee City Code by enacting a new Section 20-47 prohibiting sitting or lying down on public sidewalks and sleeping outdoors in the downtown Shawnee area; providing for repeal; providing for severability; and providing for codification.

City Manager Andrea Weckmueller-Behringer explained the proposed ordinance is to promote family-friendly public areas, support tourism and businesses, provide accessibility for individuals with disabilities, and maintain an inviting environment. Staff answered questions from the Commission.

A motion was made by Commissioner Frazier, seconded by Vice Mayor Rutherford, to approve an ordinance amending Article I of Chapter 20 of the Shawnee City Code by enacting a new Section 20-47 prohibiting sitting or lying down on public sidewalks and sleeping outdoors in the downtown Shawnee area; providing for repeal; providing for severability; and providing for codification.

Ordinance No. 2800NS was introduced.

AN ORDINANCE AMENDING ARTICLE I OF CHAPTER 20 OF THE SHAWNEE CITY CODE BY ENACTING A NEW SECTION 20-47 PROHIBITING SITTING OR LYING DOWN ON PUBLIC SIDEWALKS AND SLEEPING OUTDOORS IN THE DOWNTOWN SHAWNEE AREA; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR CODIFICATION.

Motion carried 6-1-0.

AYE: Frazier, Rutherford, Sehorn, Matthews, Engles, Bolt

NAY: Richter

ABSTAIN: None

Ordinance No. 2800NS was adopted by the City Commission.

12. Consideration of a resolution updating the City Fee Schedule pursuant to

Article I of Chapter 20 "Offenses and Miscellaneous Provisions" of the Shawnee Municipal Code; and providing for the readoption of the City Fee Schedule in whole.

City Manager Andrea Weckmueller-Behringer explained this was a companion item to Agenda Item No. 11.

A motion was made by Commissioner Sehorn, seconded by Vice Mayor Rutherford, to approve a resolution updating the City Fee Schedule pursuant to Article I of Chapter 20 "Offenses and Miscellaneous Provisions" of the Shawnee Municipal Code; and providing for the readoption of the City Fee Schedule in whole.

Resolution No. 6719 was introduced.

A RESOLUTION UPDATING THE CITY FEE SCHEDULE PURSUANT TO ARTICLE I OF CHAPTER 20 "OFFENSES AND MISCELLANEOUS PROVISIONS" OF THE SHAWNEE MUNICIPAL CODE; AND PROVIDING FOR THE READOPTION OF THE CITY FEE SCHEDULE IN WHOLE.

Motion carried 7-0-0.

AYE: Sehorn, Rutherford, Richter, Matthews, Engles, Frazier, Bolt

NAY: None

ABSTAIN: None

13. Consideration of a request for a Preliminary Plat, Adcock Addition, of approximately 22.68 acres.

Case No.: PPL04-23 | Applicant: TJT Holdings, LLC

Community Development Director Rian Harkins explained the property is located northwest of the intersection of East 45th Street and North Harrison Avenue. The Planning Commission and staff recommend approval of this item.

A motion was made by Commissioner Matthews, seconded by Commissioner Engles, to approve a Preliminary Plat for the Adcock Addition containing approximately 22.68 acres. Motion carried 7-0-0.

AYE: Matthews, Engles, Frazier, Bolt, Rutherford, Sehorn, Richter

NAY: None

ABSTAIN: None

RECESS CITY COMMISSION MEETING BY THE POWER OF THE CHAIR
(7:41 p.m.)

RECONVENE CITY COMMISSION MEETING BY THE POWER OF THE
CHAIR (7:53 p.m.)

14. Public hearing for a request to rezone from A-1 (Rural Agricultural District) to C-3 (Highway Commercial District) property located northwest of the intersection of East 45th Street and North Harrison Avenue.
Case No.: RZ12-23 | Applicant: TJT Holdings, LLC

Community Development Director Rian Harkins advised the applicant requested the item be withdrawn. No further action is required.

15. Public hearing for a request to rezone from A-1 (Rural Agricultural District) to I-1 (Limited Light Industrial District) property located northwest of the intersection of East 45th Street and North Harrison Avenue.
Case No.: RZ13-23 | Applicant: TJT Holdings, LLC

Community Development Director Rian Harkins advised the applicant requested the item be withdrawn. No further action is required.

16. Acknowledgment of the temporary closure of Celebration of Life Park to the public.

City Manager Andrea Weckmueller-Behringer explained that Celebration of Life Park is one of the City's thirty-six parks. In part due to the April 19, 2023, tornado event, the park now lacks adequate park elements. City staff will be temporarily closing the park, in order to preserve the property and address public health, safety, and welfare concerns.

17. Consideration of the following budget amendments for Fiscal Year 2023 – 2024:

- a. General Fund - 001 - to fund a pay plan adjustment as a result of the FY23-24 Collective Bargaining Agreement with the Shawnee Police Association.
- b. 2018 Capital Improvement Fund - 303 - to fund the Santa Fe Depot Roof

and Remodel Project.

Finance Director Lindsey McNabb-Fox provided a staff report for each of the proposed budget amendments.

A motion was made by Vice Mayor Rutherford, seconded by Commissioner Engles, to approve the budget amendments listed in Agenda Item Nos. 17(a-b). Motion carried 7-0-0.

AYE: Rutherford, Engles, Frazier, Bolt, Sehorn, Richter, Matthews

NAY: None

ABSTAIN: None

18. Consider Bid(s):

a. Santa Fe Depot Roof and Exterior Rehabilitation (Award)

Assistant City Manager Danny Vise announced that two (2) bids were received. Staff recommends awarding the bid to Downey Contracting, LLC of Oklahoma City, Oklahoma for the base bid and alternate no. 4 in the total amount of One Million Two Hundred Eighty-Six Thousand Dollars (\$1,286,000.00).

A motion was made by Commissioner Engles, seconded by Commissioner Matthews, to award the Santa Fe Depot Roof and Exterior Rehabilitation to Downey Contracting, LLC for the base bid and alternate no. 4 in the total amount of One Million Two Hundred Eighty-Six Thousand Dollars (\$1,286,000.00). Motion carried 7-0-0.

AYE: Engles, Matthews, Frazier, Bolt, Rutherford, Sehorn, Richter

NAY: None

ABSTAIN: None

19. Acknowledge Monthly Sales Tax and Budget Reports.

Finance Director Lindsey McNabb-Fox reported sales tax collections are up One Million One Hundred Seventy-Seven Thousand Three Hundred Fifty-Seven Dollars (\$1,177,357.00) or Eight Point One Percent (8.1%), over the projected budget year-to-date. She stated that use tax collections are up approximately Three Hundred Thirty Thousand Fifty-One Dollars (\$330,051.00) or Eighteen Percent (18%), above the projected budget year-to-date.

20. Administrative Report(s):

- a. Draft Shawnee Twin Lakes Master Plan - Rian Harkins, Community Development Director

Rian Harkins, Community Development Director, introduced Mr. Christian Lentz with Halff. Mr. Lentz provided a presentation regarding the Shawnee Twin Lakes Master Plan and discussed the project overview, plan structure, future development plan, and recommendations.

21. 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.

22. Commissioners Comments

Commissioner Sehorn expressed his appreciation to City Staff. He spoke regarding 45th Street progress, Recreation Center progress, the Christmas Parade, and the unhoused population.

Vice Mayor Rutherford thanked City Staff. He commented on the progress of multiple projects and the Shawnee Twin Lakes Master Plan.

Commissioner Frazier thanked everyone for welcoming her to the Commission. She commented on the Santa Fe Depot progress.

Commissioner Engles thanked City Staff. She commented on the unhoused in the downtown area, Santa Fe Depot project, and encouraged citizens to shop local this holiday season.

Commissioner Matthews thanked City staff. He commented on the progress of multiple long term projects, the Christmas Parade, the unhoused population, the sales tax numbers, and provided a statement of support to the Shawnee Police Department. Commissioner Matthews also congratulated Citizen Potawatomi Nation Chairman John "Rocky" Barrett for his induction into the Oklahoma Hall of Fame.

Mayor Bolt thanked City staff. He congratulated Corporal Daniel Crisp of the

Shawnee Police Department. Mayor Bolt also commented on the progress of multiple long term projects, the Shawnee Twin Lakes Master Plan, the unhoused population, and the Christmas Parade.

The Mayor and Commissioner wished everyone a Merry Christmas.

RECESS CITY COMMISSION MEETING BY THE POWER OF THE CHAIR
TO CONVENE SHAWNEE AIRPORT AUTHORITY AND SHAWNEE
MUNICIPAL AUTHORITY (8:41 p.m.)

RECONVENE CITY COMMISSION MEETING BY THE POWER OF THE
CHAIR (8:44 p.m.)

23. Consider an executive session in accordance with 25 O.S. § 307(B)(4) to discuss confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest, specifically regarding public works.

A motion was made by Commissioner Matthews, seconded by Vice Mayor Rutherford, to approve entering into an executive session in accordance with 25 O.S. § 307(B)(4) to discuss confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest, specifically regarding public works. Motion Carried 7-0-0.

AYE: Matthews, Rutherford, Sehorn, Richter, Engles, Frazier, Bolt

NAY: None

ABSTAIN: None

COMMISSION ENTERED INTO EXECUTIVE SESSION AT 8:46 P.M. WITH
ALL MEMBERS PRESENT.

COMMISSION RECONVENED FROM EXECUTIVE SESSION AT 9:29 P.M.
WITH ALL MEMBERS PRESENT.

24. Consider matters discussed in executive session in accordance with 25 O.S. § 307(B)(4) to discuss confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest, specifically regarding public works.

A motion was made by Commissioner Matthews, seconded by Vice Mayor Rutherford, to authorize and direct the filing of a legal proceeding pursuant to Title 50 Section 17 of the Oklahoma Statutes by the City of Shawnee in the District Court of Pottawatomie County, Oklahoma, for the purpose of abating the nuisance at the Fairview Mausoleum. Motion carried 7-0-0.

AYE: Matthews, Rutherford, Sehorn, Richter, Engles, Frazier, Bolt

NAY: None

ABSTAIN: None

25. Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (9:30 p.m.)

ED BOLT, MAYOR

ATTEST:

KACIE ECK, CMC
SR. DEPUTY CITY CLERK

**SHAWNEE BEAUTIFICATION, PARKS, AND RECREATION COMMITTEE
PROCEEDINGS**

OCTOBER 19, 2023 AT 4:00 PM

The Shawnee Beautification, Parks, and Recreation Committee of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in Regular Session in the Commission Chambers at City Hall, 16 West 9th Street, Shawnee, Oklahoma on, October 19, 2023 at 4:00 P.M., pursuant to notice duly posted as prescribed by law at 2:14 P.M. on October 18, 2023. Chairperson Payn presided and called the meeting to order. Upon roll call, the following members were in attendance.

Chad Payn
Chairperson

Absent
Vice Chairperson

Zach Foster
Committee Member

Ian Hayes
Committee Member

Absent
Committee Member

Vickie Winters
Committee Member

Vacant
Commissioner/Committee Member

ABSENT: Sherry Lankford and Sue Nelson
VACANT: Commissioner/Committee Member

CALL TO ORDER

DECLARATION OF QUORUM

1. Consideration of approval of the Minutes from the September 21, 2023 regular meeting.

A motion to approve the September 21, 2023 minutes was made by Vickie Winters. A 2nd was made by Ian Hayes. Motion carried 4-0.

Aye: Chad Payn, Vickie Winters, Ian Hayes, and Zach Foster.

Nay: None

2. Consideration of the Schedule of Regular Meetings for 2024.

A motion to approve the Schedule of Regular Meetings for 2024 was made by Ian Hayes. A 2nd was made by Zach Foster. Motion carried 4-0.

Aye: Chad Payn, Vickie Winters, Ian Hayes, and Zach Foster.

Nay: None

3. Woodland Park Opening Ceremony Sub-Committee Update.

Members gave updates on bottled water being donated, a band has been confirmed, and food trucks will also be set up for the event.

4. Staff Reports

Amy and Sue Ellen let the committee know about upcoming events such as the Golden Swing Party, Sidewalk Chalk Competition, Career Fair at Shawnee High School, Thanksgiving Meals for Seniors, and Pancakes with Santa. They also discussed some events that have taken place recently, such as Fall Break Camp, Barktober, and a Career Fair at Tecumseh High School.

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

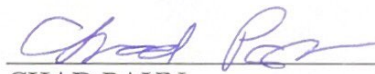
We had no citizen participation at this meeting.

6. Committee Comments

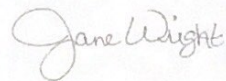
The committee wanted to know if there are any other events scheduled for the park. Amy informed them that nothing had been scheduled specifically for Woodland Park other than the opening.

7. Adjournment

A motion to adjourn was made at 4:30 p.m. by Zach Foster. A 2nd was made by Ian Hayes.


CHAD PAYN
CHAIRPERSON

ATTEST:



JANE WRIGHT
SECRETARY

SHAWNEE SENIOR CITIZENS ADVISORY BOARD PROCEEDINGS

NOVEMBER 14, 2023 AT 9:30 AM

The Shawnee Senior Citizens Advisory Board of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in Regular Session in the Senior Recreation Center, 401 North Bell Avenue, Shawnee, Oklahoma on, November 14, 2023 at 9:30 a.m., pursuant to notice duly posted as prescribed by law at 10:20 a.m. on November 8, 2023. Chairperson Barry Fogerty presided and called the meeting to order. Upon roll call, the following members were in attendance.

Barry Fogerty
Chairperson

Albert Rice
Vice Chairperson

Absent
Board Member

Ann Dowdy
Board Member

Absent
Board Member

Vacant
Board Member

Bill Haley
Board Member

Sally Murphy
Board Member

Ed Bolt
Mayor/ Board Member

Pamela Pensoneau
Board Member

ABSENT: John Belzer, Phyllis Crosswell

CALL TO ORDER

DECLARATION OF QUORUM

1. Consideration of approval of the Minutes from the October 10, 2023 regular meeting.

A motion to approve was made by Ann Dowdy. A 2nd was made by Ed Bolt.
Motion carried 7-0

Aye: Albert Rice, Ann Dowdy, Barry Fogerty, Pamela Pensoneau, Sally Murphy,
Bill Haley, and Ed Bolt.

Nay: None

2. Discussion of conducting a survey of center members to determine interest for

future programming.

The board discussed how to conduct a survey with much input as to who should participate in the survey. A decision was made to only include Recreation Center members at this time, with the staff creating sample questions to bring to the next regular scheduled meeting for board members to discuss and approve. The timing of the survey can be determined at that time.

3. Consideration of purchase approval for office chairs.

Amy presented a picture of the office chairs we currently have at the Recreation Center and a picture of the office chairs she would like to purchase with Pottawatomie County Sales Tax Senior Appropriation Funds. The board agreed that the new chairs looked more comfortable and durable than the existing ones. A motion to approve the purchase of 4 new office chairs was made by Ann Dowdy. A second was made by Albert Rice. Motion carried 7-0.

Aye: Albert Rice, Ann Dowdy, Barry Fogerty, Pamela Pensoneau, Sally Murphy, Bill Haley, and Ed Bolt.

Nay: None

4. Staff Reports

Amy asked the mayor to discuss the Woodland Park Opening. Ed discussed the attendance of the opening as well as the ribbon-cutting ceremony. The event was attended by many community members who also attended the Veteran's Day Celebration. He felt overall it was a good turn out for both events.

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

Gary Dowdy is concerned about the parking at the Recreation Center. He stated that on some days members have to park quite a distance from the building because there are so many participants at the center. Ed took note of the concern and stated he will get with the city manager to discuss the situation.

6. Board Comments

Barry wanted to know if there was a way to install exercise equipment. Amy stated that at this time we don't have the space available for such equipment with this bringing up the inquiry of possibly expanding the Recreation Center.

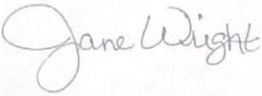
7. Adjournment

The meeting was adjourned at 9:37 a.m.



BARRY FOGERTY
CHAIRPERSON

ATTEST:



JANE WRIGHT
SECRETARY



Entity Payment Report

12/01/2023 - 12/31/2023

Payment Date	Name	Payment Type	Receipt #	Payment Amount
12/29/2023	CASEY & THERESA KING	Check	2912	15.00
12/29/2023	MARY BORUM	Check	2911	15.00
12/28/2023	SPENCER HEAT & AIR LLC	Check	2910	75.00
12/28/2023	ROBERTS AND SONS HVAC LLC	Check	2909	75.00
12/28/2023	L COTTRELL	Check	2908	15.00
12/27/2023	TERRELL REFRIGERATION	Check	2905	75.00
12/27/2023	VANDYCK MECHANICAL LLC	Check	2904	75.00
12/27/2023	VANDYCK MECHANICAL LLC	Check	2903	75.00
12/27/2023	ELMER & BRENDA LUCAS	Check	2902	776.00
12/27/2023	DOMINO #23	Check	2901	15.00
12/27/2023	DOMINO #27	Check	2900	15.00
12/27/2023	PATRICK'S ELECTRIC	IBX CC	2906	75.00
12/27/2023	PATRICK'S ELECTRIC	IBX CC	2907	75.00
12/27/2023	BLASRE CAPITAL INC dba LUCKINBILL MECHANICAL, INC	IBX CC	2898	75.00
12/27/2023	BLASRE CAPITAL INC dba LUCKINBILL MECHANICAL, INC	IBX CC	2899	75.00
12/22/2023	RETHFORD ELECTRIC	Check	2897	75.00

12/21/2023	CINEMA CENTER 8	Check	2894	1,005.00
12/21/2023	SHAWNEE THEATRES LLC	Check	2893	50.00
12/21/2023	QUALITY LAWN & TURF CONTROL	Check	2892	25.00
12/21/2023	UNITED DYNAMICS, INC	Check	2891	15.00
12/21/2023	CHARLES & LYSA WALKINGSTICK	Check	2890	15.00
12/21/2023	YEARWOOD DESIGN WORKS	IBX CC	2895	75.00
12/21/2023	POTEET ELECTRIC LLC	IBX CC	2896	75.00
12/20/2023	TOTAL DEMOLITION SERVICES, LLC	Check	2889	75.00
12/20/2023	G&S SIGN SERVICES	Check	2888	75.00
12/20/2023	ADVENT PLUMBING LLC	IBX CC	2887	100.00
12/19/2023	MIKE KIESEL A/C & HTG CO	Check	2886	75.00
12/19/2023	SIGN FACTORY LLC	Check	2885	75.00
12/19/2023	WAGGONER'S HEAT & AIR	IBX CC	2884	175.00
12/18/2023	OASIS LAWNCARE SYSTEMS LLC	Check	2883	25.00
12/18/2023	FARMERS ELECTRIC	Check	2882	75.00
12/18/2023	BATH FITTERS	Check	2881	75.00
12/15/2023	ANH CONSTRUCTION LLC	Check	2880	75.00
12/14/2023	CANDACE COLLIE	Check	2878	776.00
12/14/2023	EZPAWN 30107	Check	2877	25.00
12/14/2023	STORM SAFE INGROUND SHELTERS	Check	2876	75.00
12/14/2023	PAT TILLERY CONSTRUCTION	Check	2875	75.00
12/14/2023	JWS ELECTRIC LLC	Check	2873	100.00

12/14/2023	H & H ELECTRIC	Check	2871	75.00
12/14/2023	PREFERRED SHELTERS, LLC	IBX CC	2874	75.00
12/14/2023	ABILEZ CONSTRUCTION COMPANY	IBX CC	2872	75.00
12/14/2023	IMPAX ELECTRICAL SOLUTIONS	IBX CC	2879	100.00
12/13/2023	CINDY & STEVEN H WOODS	Check	2868	776.00
12/13/2023	SIGNS & WONDERS, LLC	IBX CC	2869	75.00
12/13/2023	CLAYTON SIGNS, INC	IBX CC	2870	75.00
12/12/2023	MODERN TRIBAL NATIONS	Cash	2866	3.00
12/12/2023	JAMES W ISBELL	Cash	2864	15.00
12/12/2023	TRUGREEN-CHEMLAWN	Check	2863	25.00
12/12/2023	GORDON'S SERVICE EXPERTS	IBX CC	2862	175.00
12/12/2023	MEIER AND SON DEMOLITION, LLC	IBX CC	2865	75.00
12/12/2023	HUDSON HEATING & COOLING SERVICE	IBX CC	2867	100.00
12/11/2023	HF ELECTRICAL SERVICES INC	Check	2859	100.00
12/11/2023	SOVEREIGN ELECTRIC, INC	IBX CC	2860	100.00
12/11/2023	CLARITY TELECOM, LLC dba BLUEPEAK FIBER	IBX CC	2857	50.00
12/11/2023	JR'S SERVICE CO	IBX CC	2858	100.00
12/11/2023	PINNACLE HOME SERVICES dba MISTER SPARKY	IBX CC	2861	75.00
12/8/2023	BRANDY & JASON HELM	Check	2856	776.00
12/8/2023	STANLEY SENTER	Cash	2855	25.00

12/8/2023	EVERSOLE PLUMBING	IBX CC	2853	100.00
12/8/2023	GLENN SEIDL PLUMBING	IBX CC	2854	75.00
12/7/2023	HOGUE'S HOMETOWN PLUMIBNG	Check	2852	75.00
12/7/2023	SIGN WORKS	Check	2851	75.00
12/7/2023	JAMES H & LINDA R WILSON	Cash	2850	15.00
12/7/2023	LAKESHORE LODGE	Check	2849	776.00
12/6/2023	JACY NGUYEN	Check	2846	15.00
12/6/2023	CATALYST MECH AND ELECTRIC LLC	IBX CC	2848	75.00
12/6/2023	OKLANDE	IBX CC	2847	75.00
12/5/2023	M & M WRECKING	Check	2844	75.00
12/5/2023	JAMES W ISBELL	Cash	2843	15.00
12/5/2023		IBX CC	2845	25.00
12/4/2023	BIGGS BACKHOE INC	Check	2840	75.00
12/4/2023	SUPER DAVE'S COMFORT SYSTEMS INC	Check	2839	75.00
12/4/2023	OKLAHOMA SAFEROOM AND SEPTIC	Check	2838	75.00
12/4/2023	K & M DIRT SERVICES, LLC dba K&M WREKCING	Check	2837	75.00
12/4/2023	OKLAHOMA SHELTERS	Check	2836	75.00
12/4/2023	CECILIA ENGEL & BENJAMIN D'AMICO	Check	2835	776.00
12/4/2023	ACURA NEON, INC	Check	2834	75.00
12/4/2023	LEGACY 4 PLUMBING	Check	2833	75.00
12/4/2023	6-L MECHANICAL LLC	IBX CC	2842	100.00
12/4/2023	INSIGNIA SIGNS LLC	IBX CC	2841	75.00

12/1/2023	TOM HENNIGH	Cash	2832	15.00
12/1/2023	DAVID & JOY GRIFFIN	Check	2831	776.00
12/1/2023	FIRESTORM SEPTICS AND SHLETTERS	Check	2830	75.00
12/1/2023	WD RANCH SERVICES	Check	2827	75.00
12/1/2023	ROTO-ROOTER	Check	2826	75.00
12/1/2023	ROBINSON MECHANICAL LLC	Check	2824	100.00
12/1/2023	LUMIO HX, INC	IBX CC	2825	75.00
12/1/2023	PRE ELECTRIC	IBX CC	2828	100.00
12/1/2023	DRUM WATER dba MONKEY WRENCH	IBX CC	2829	100.00
12/1/2023	COMFORTWORKS INC	IBX CC	2822	100.00
12/1/2023	GLORY ELECTRIC	IBX CC	2823	100.00
				12,070.00

Total Records: 91

1/4/2024



Monthly - City Clerk

12/1/2023 - 12/31/2023

Permit #	Permit Date	Permit Type	Parcel Address	Applicant Name	Description	Project Cost	Square Feet	Total Fees
20232140	12/4/2023		42305 WESTECH RD	IMPERIAL BROWN	PRELIMINARY PLANS	0	0	
20232208	12/18/2023	B - Accessory Structure	1502 N MCKINLEY AVE	ELEVATE CONTRACTING & CONSTRUCTION LLC	NEW CONSTRUCTION	36,000	1,200	\$259.50
20232200	12/15/2023	B - Accessory Structure	3102 N BEARD AVE	GREYSON AINSWORTH	NEW CONSTRUCTION	12,000	400	\$54.50
20232179	12/12/2023	B - Accessory Structure	48 E DRUMMOND ST	C&H CARPORTS	CARPORT	0	0	
20232157	12/7/2023	B - Accessory Structure	2110 N AYDELOTTE AVE	LUKE MARTIN	ABATEMENT	0	0	\$29.50
20232242	12/27/2023	B - Commercial - New	526 N BRYAN AVE	CHAD SELF	NEW CONSTRUCTION	400,000	6,000	\$1,504.50
20232219	12/20/2023	B - Commercial - New	43008 MACARTHUR A	TIM AND DONNA RUSSELL	MBO	60,000	160	
20232074	12/4/2023	B - Commercial - New	41401 WOLVERINE RD	EVAN'S GENERAL CONTRACTING - RYAN NEEDHAM	NEW CONSTRUCTION	30,000,000	146,122	\$36,535.00
20232215	12/19/2023	B - Commercial - Remodel	678 KICKAPOO SPUR	TONY DOWDY	REMODEL	75,000	2,000	\$504.50
20232162	12/7/2023	B - Commercial - Remodel	1102 W MACARTHUR	HILL CONSTRUCTION LLC	REMODEL	27,769	210	\$57.00
20232254	12/28/2023	B - Flood Plain	9 W 45TH ST	BISON CURVE, LLC	FLOOD PLAIN	0	0	
20232243	12/27/2023	B - Residential - New	15 RED OAK	RUSSELL CONSTRUCTION	NEW CONSTRUCTION	200,000	2,398	\$514.08
20232186	12/13/2023	B - Residential -	238 S OAK	BUILDERS INVESTMENT	NEW CONSTRUCTION	90,298	924	\$200.85

		New		GROUP				
20232153	12/5/2023	B - Residential - New	214 OUTLANDER WAY	GREG BROWN HOMES	NEW CONSTRUCTION	300,000	2,349	\$1,228.66
20232147	12/5/2023	B - Residential - Remodel	1826 N LOUISA	RANDY FLOYD	REMODEL	40,000	1,627	\$350.24
20232252	12/28/2023	B - Roof Redeck	106 E FRANKLIN	PARKER BROS ROOFING	ROOFING	8,471	0	\$54.50
20232154	12/6/2023	B - Roof Redeck	1900 W MACARTHUR ST	MAGUIRE - O'HARA CONSTRUCTION	RE-ROOF	245,000	15,429	
20232151	12/5/2023	B - Solar Panels	936 N LOUISA AVE	NIVO SOLAR	NEW INSTALLATION	20,140	486	\$107.78
20232257	12/29/2023	B - Storm Shelter	6 JARROT	FLATSAFE	NEW INSTALLTION	2,600	18	\$29.50
20232201	12/15/2023	B - Storm Shelter	2509 SUTTON CT	GROUND ZERO SHELTER	STORM SHELTER	0	0	\$29.50
20232253	12/28/2023	E - Electrical	833 N HOBSON	ABSOLUTE ELECTRICAL CONTRACTORS, LLC	METER RESET	0	0	\$54.50
20232251	12/28/2023	E - Electrical	1607 SIR JAKE	LARRISON ELECTRICAL SERVICES INC	NEW INSTALLATION	0	0	\$54.50
20232241	12/27/2023	E - Electrical	222 W FRANKLIN ST	TEAM UPTOWN ELECTRIC	REMODEL	0	0	\$54.50
20232240	12/27/2023	E - Electrical	218 E ELIZABETH ST	IMPAX ELECTRIC	MISCELLANEOUS	0	0	\$54.50
20232238	12/22/2023	E - Electrical	205 N LEO	LARRISON ELECTRICAL SERVICES INC	NEW INSTALLATION	0	0	\$54.50
20232237	12/22/2023	E - Electrical	3915 N POTTENGER	LARRISON ELECTRICAL SERVICES INC	NEW INSTALLATION	0	0	\$54.50
20232225	12/21/2023	E - Electrical	418 N PENNSYLVANIA	YARDY ELECTRIC	200 AMP SERVICE	0	0	\$54.50
20232224	12/21/2023	E - Electrical	1102 W LOCUST ST	YARDY ELECTRIC	SERVICE	0	0	\$54.50
20232210	12/19/2023	E - Electrical	308 W CHICAGO	AMERICAN AC & HTG	REPLACE EXISTING	0	0	\$54.50
20232206	12/15/2023	E - Electrical	417 N MEAD AVE	DAKOTA WARKENTIAN	MISCELLANEOUS	0	0	\$54.50
20232204	12/15/2023	E - Electrical	1945 N KICKAPOO	GROVE ELECTRIC	REMODEL	0	0	\$54.50
20232203	12/15/2023	E - Electrical	7 COUNTRY CLUB RD	BMF ELECTRIC LLC	WIRING FOR IRRIGATION	0	0	\$54.50

					WELL			
20232196	12/14/2023	E - Electrical	321 W FARRALL	JWS ELECTRIC LLC	NEW SERVICE / BCW IN ATTIC	0	0	\$104.50
20232193	12/14/2023	E - Electrical	535 W FEDERAL ST	SHEPHERD ELECTRICAL	TORNADO DAMAGE / RESTORE POWER	0	0	\$54.50
20232190	12/13/2023	E - Electrical	125 MEADOWS LN	JASON TUCKER ELECTRIC	BCW	0	0	\$54.50
20232187	12/13/2023	E - Electrical	4409 KENT RHOAD	IMPAX ELECTRICAL SOLUTIONS	NEW SERVICE	0	0	\$54.50
20232173	12/11/2023	E - Electrical	102 HARDESTY DR	HF ELECTRICAL SERVICES INC	SERVICE	0	0	\$54.50
20232164	12/8/2023	E - Electrical	328 W 36TH	SOVEREIGN ELECTRIC	REMODEL	0	0	\$104.50
20232163	12/8/2023	E - Electrical	1049 VISION BLVD STE 700	CATALYST MECH & ELEC LLC	NEW INSTALLATION	0	0	\$54.50
20232152	12/5/2023	E - Electrical	936 N LOUISA AVE	NIVO SOLAR	NEW INSTALLATION	20,140	486	\$54.50
20232134	12/1/2023	E - Electrical	2317 ROBINWOOD CIR	GLORY ELECTRIC	MISC WORK	0	0	\$54.50
20232132	12/1/2023	E - Electrical	401 N BELL	RETHFORD ELECTRIC	MISCELLANEOUS	0	0	
20232233	12/22/2023	F - Burn	7602 N KICKAPOO AVE	MATT MILLER	BURN PERMIT	0	0	\$29.50
20232217	12/19/2023	F - Burn	2205 COPPER CREEK LN	KEVIN HANNA	BURN PERMIT	0	0	\$29.50
20232170	12/11/2023	F - Burn	HARRISON & JONCO RD	CITY OF SHAWNEE	BURN PERMIT	0	0	
20232247	12/28/2023	F - Fire Suppression	323 W 9TH ST	CENTRAL FIRE	NEW INSTALLATION	0	0	
20232256	12/29/2023	M - Mechanical	1314 E 10TH ST	ACOCK CLIMATE CONTROL	GAS LINE	0	0	
20232226	12/21/2023	M - Mechanical	1102 W LOCUST ST	LUCKY DAY HVAC	NEW SYSTEM/ 3 TON	0	0	\$64.50
20232222	12/20/2023	M - Mechanical	417 N MEAD AVE	TRI COUNTY AIR SOLUTIONS	NEW SYSTEM	0	0	\$44.50
20232221	12/20/2023	M - Mechanical	419 N MEAD	TRI-COUNTY AIR SOLUTIONS	NEW SYSTEM	0	0	\$54.50
20232218	12/20/2023	M - Mechanical	404 N PENNSYLVANIA	SPARKS HEAT & AIR	CHANGE OUT	0	0	\$64.50
20232216	12/21/2023	M - Mechanical	222 W FRANKLIN ST	JR'S SERVICE CO	DUCTWORK	0	0	\$54.50
20232205	12/15/2023	M -	1945 N	TRI COUNTY AIR	ADD MINI SPLIT	0	0	\$104.50

		Mechanical	KICKAPOO	SOLUTIONS	/ DUCT WORK			
20232189	12/13/2023	M - Mechanical	101 MEADOWS LANE	AIRCO SERVICE	CHANGE OUT	0	0	\$84.50
20232185	12/13/2023	M - Mechanical	4313 ELOISE DR	DACUS HEAT AND AIR	VENT TO FIRE PLACE	0	0	\$54.50
20232181	12/12/2023	M - Mechanical	418 N SHAWNEE OK	HUDSON HEATING & COOLING SERVICES	CHANGE OUT	0	0	\$54.50
20232180	12/12/2023	M - Mechanical	328 W 36TH	THE A TEAM	NEW SYSTEM 2 TON	0	0	\$44.50
20232178	12/12/2023	M - Mechanical	601 N BEARD	KEY & SONS HEAT & AIR	CHANGE OUT	0	0	\$104.50
20232169	12/11/2023	M - Mechanical	4305 N AYDELOTTE AVE	SPARKS HEAT AND AIR	NEW SYSTEM 2.5 TON	0	0	\$54.50
20232168	12/8/2023	M - Mechanical	400 W MACARTHUR ST	WAGGONERS HEATING & AIR CONDITIONING	CHANGE OUT	0	0	\$204.50
20232159	12/7/2023	M - Mechanical	535 W FEDERAL ST	ACOCK CLIMATE CONTROL	CHANGE OUT / NEW INSTALLATION	0	0	\$634.50
20232155	12/6/2023	M - Mechanical	716 W AYER ST	SLATER MECHANICAL	CHANGE OUT	0	0	\$804.50
20232148	12/5/2023	M - Mechanical	1200 MARK ST	LOVES HVAC	NEW SYSTEM	0	0	\$64.50
20232144	12/4/2023	M - Mechanical	1601 N KICKAPOO STE 500	SUNBELT HEATING AND AIR	NEW SYSTEM	0	0	\$84.50
20232143	12/4/2023	M - Mechanical	1826 N LOUISA	SUNBELT HEATING AND AIR CONDITIONING	NEW SYSTEM	0	0	\$84.50
20232135	12/1/2023	M - Mechanical	1510 N PARK	ROBINSON MECHANICAL LLC	CHANGE OUT	0	0	\$74.50
20232202	12/15/2023	O - Curb Cut, Driveway and Sidewalk	214 W 36TH ST	CONTAINED CONSTRUCTION	REPLACE EXISTING	0	0	\$50.00
20232230	12/22/2023	O - Demolition and Moving	4220 N HARRISON AVE	MEIER AND SON DEMOLITION, LLC	DEMOLITION	0	0	
20232228	12/21/2023	O - Demolition and Moving	3902 MARIE DR	TOTAL DFEMOLITION SERVICES, LLC	DEMOLITION	0	0	
20232198	12/15/2023	O - Demolition and Moving	708 N UNION (DETACHED GARAGE)	JAMELLE ROBBINS	DEMOLITION	0	0	\$50.00

20232197	12/14/2023	O - Demolition and Moving	1504 N Park	PAT TILLERY CONSTRUCTION	DEMOLITION	0	0	\$50.00
20232195	12/14/2023	O - Demolition and Moving	1001 N KENNEDY SUITE 315	ABILEZ CONSTRUCTION COMPANY	DEMOLITION	0	0	
20232138	12/1/2023	O - Demolition and Moving	1024 W FRANKLIN ST	MIDWEST WRECKING CO	DEMOLITION	0	0	
20232244	12/28/2023	O - Paving Cut and Boring	220 W MAIN ST	COX COMMUNICATIONS	ROAD BORE	0	0	
20232229	12/21/2023	O - Paving Cut and Boring		TSU 1	E RIDGEWOOD ST AND N PHILADELPHIA AVE	0	0	
20232213	12/19/2023	O - Paving Cut and Boring	1413 LEXI DR	TSU 1	ROAD BORE	0	0	
20232212	12/19/2023	O - Paving Cut and Boring	1409 LEXI DR	TSU 1	ROAD BORE	0	0	
20232192	12/14/2023	O - Paving Cut and Boring	LINDALE RD AND FARRALL	ARROW CONTRACTING AND UTILITIES	STREET CUT	0	0	\$60.00
20232191	12/14/2023	O - Paving Cut and Boring	1631 E FARRALL	ARROW CONTRACTING AND UTILITIES	STREET CUT	0	0	\$60.00
20232177	12/12/2023	O - Paving Cut and Boring	1327 E WAYNE	COWBOYS PLUMBING, LLC	REPLACE	0	0	\$60.00
20232145	12/4/2023	O - Paving Cut and Boring	1501 AIRPORT DR	ARIAS UTILITY LLC	ROAD BORE	0	0	
20232139	12/4/2023	O - Paving Cut and Boring	2800 N BRYAN	MEARS	ROAD BORE	0	0	
20232249	12/28/2023	O - Sign	4617 N KICKAPOO	G&S SIGN SERVICES, LLC	NEW INSTALLATION	30,000	55	\$50.00
20232232	12/28/2023	O - Sign	4409 N KICKAPOO STE 121	YEARWOOD DESIGN WORKS	NEW INSTALLATION	7,000	40	\$50.00
20232231	12/28/2023	O - Sign	121 W 45TH ST	YEARWOOD DESIGN WORKS	NEW INSTALLATION	2,000	25	\$50.00
20232220	12/20/2023	O - Sign	1442 N HARRISON AVE	SIGN FACTORY	repair signs	4,600	600	\$50.00
20232209	12/19/2023	O - Sign	3715 N KICKAPOO AVE	SIGN WORKS	NEW INSTALLATION	1,300	33	\$50.00

20232158	12/7/2023	O - Sign	4400 N KICKAPOO AVE	SIGN FACTORY LLC	REPLACE EXISTING	3,500	32	
20232156	12/7/2023	O - Sign	130 E MACARTHUR	METRO SIGN	REPLACE EXISTING	0	0	\$50.00
20232255	12/28/2023	P - Plumbing	1821 N AIRPORT RD	GIESBRECHT PLUMBING		0	0	
20232248	12/28/2023	P - Plumbing	1607 SIR JAKE	LIBERTY PLUMBING	GAS LINE EXTENSION	0	0	\$54.50
20232246	12/28/2023	P - Plumbing	1048 E WAYNE	COMPLETE PLUMBING LLC	GASLINE	0	0	\$54.50
20232245	12/28/2023	P - Plumbing	218 E ELIZABETH ST	BRAD'S PLUMBING LLC	GASLINE	0	0	\$54.50
20232239	12/22/2023	P - Plumbing	678 KICKAPOO SPUR	JIMMY'S PLUMBING	REMODEL	0	0	\$54.50
20232236	12/22/2023	P - Plumbing	205 N LEO	LIBERTY PLUMBING & GAS	GAS LINE	0	0	\$54.50
20232235	12/22/2023	P - Plumbing	3915 N POTTENGER	LIBERTY PLUMBING & GAS	GAS LINE	0	0	\$54.50
20232234	12/22/2023	P - Plumbing	102 HARDESTY DR	VETERAN PLUMBING SERVICES LLC	CHANGE OUT	0	0	\$54.50
20232227	12/21/2023	P - Plumbing	43008 MACARTHUR B	STEWART PROPANE	INSTALL PROPANE LINE / BURIED / FOR GENERATOR	0	0	\$54.50
20232223	12/21/2023	P - Plumbing	120 N BELL	STANLEY PLUMBING SERVICES	METER RESET	0	0	
20232211	12/19/2023	P - Plumbing	711 N BROADWAY	ROTO ROOTER	REPLACE EXISTING	0	0	\$54.50
20232207	12/15/2023	P - Plumbing	1945 N KICKAPOO	ROWDY BOYS PLUMBING	MISCELLANEOUS	0	0	\$54.50
20232199	12/15/2023	P - Plumbing	13 CROWN POINT	WEST SHORE HOME LLC	REMODELE	0	0	\$54.50
20232194	12/14/2023	P - Plumbing	4409 KENT RHOAD	BRADS PLUMBING LLC	GAS LINE TO GENERATOR	0	0	\$54.50
20232188	12/13/2023	P - Plumbing	802 S PHILADELPHIA AVE	DALES PLUMBING	REPLACE EXISTING	0	0	\$54.50
20232184	12/13/2023	P - Plumbing	1910 STRAWBERRY LANE	STANLEY PLUMBING SERVICES	GAS METER RESET	0	0	
20232183	12/13/2023	P - Plumbing	601 S POTTENGER	STANLEY PLUMBING SERVICES	GAS METER RESET	0	0	
20232182	12/12/2023	P - Plumbing	1017 N BROADWAY	CHAMPION PLUMBING	REPLACE EXISTING	0	0	\$54.50

20232176	12/12/2023	P - Plumbing	1327 E WAYNE	COWBOYS PLUMBING, LLC	REPLACE	0	0	\$54.50
20232175	12/20/2023	P - Plumbing	122 N BELL	STANLEY PLUMBING	METER RESET	0	0	
20232174	12/11/2023	P - Plumbing	19 RICE RD	DALES PLUMBING	REPLACE EXISTING	0	0	\$54.50
20232172	12/11/2023	P - Plumbing	1511 N LOUISA	STANFIELD PLUMBING	SEWER LINE REPAIR	0	0	\$54.50
20232171	12/11/2023	P - Plumbing	328 W 36TH	COMPLETE PLUMBING	REMODEL	0	0	\$54.50
20232167	12/8/2023	P - Plumbing	2122 N KICKAPOO AVE	GLENN SEIDLE PLUMBING	GAS PRESSURE TEST	0	0	\$54.50
20232166	12/8/2023	P - Plumbing	4721 N KICKAPOO	GLENN SEIDLE PLUMBING	GAS PRESSURE TEST	0	0	\$54.50
20232165	12/8/2023	P - Plumbing	4901 N KICKAPOO	EVERSOLE PLUMBING	METER RESET	0	0	\$54.50
20232161	12/7/2023	P - Plumbing	19 INTERSTATE PKWY	HOGUES HOMETOWN PLUMBING	MOVE AIR LINE,, HOOK UP SINKS	0	0	\$54.50
20232160	12/7/2023	P - Plumbing	611 N LOUISA	DALES PLUMBING	REPLACE EXISTING	0	0	\$54.50
20232150	12/5/2023	P - Plumbing	218 S RUTH	WEST SHORE HOME, LLC	MISCELLANEOUS	0	0	\$54.50
20232149	12/5/2023	P - Plumbing	1409 N PARK	DALES PLUMBING	REPAIR EXISTING	0	0	\$54.50
20232146	12/4/2023	P - Plumbing	516 S AYDELOTTE	ALL ABOUT PLUMBING	REPLACE EXISTING	0	0	\$54.50
20232142	12/4/2023	P - Plumbing	1109 KICKAPOO SPUR	COLES PLUMBING	PRESSURE TEST	0	0	\$54.50
20232141	12/4/2023	P - Plumbing	424 W FRANKLIN	DALE'S PLUMBING	MISCELLANEOUS	0	0	\$54.50
20232137	12/1/2023	P - Plumbing	313 E MAIN	DRUM WATER dba MONKEY WRENCH	MISCELLANEOUS	0	0	\$54.50
20232136	12/1/2023	P - Plumbing	704 W AYRE	CACTUS SERVICE PROS	MISC WORK	0	0	\$54.50
20232133	12/1/2023	P - Plumbing	2810 N KICKAPOO	COMPLETE PLUMBING	WATER HEATER CHANGE OUT	0	0	\$54.50
20232214	12/19/2023	PC - Deed Approval	1237 E WAYNE	DARRELL C & DONNA SWANNER	DEED APPROVAL	0	0	\$50.00
20232250	12/28/2023	PC - Lot Split	7109 N KICKAPOO	Ford Fentriss OG&E		0	0	
								\$47,868.11

Total Records: 127

1/4/2024



RECEIVED
DEC 15 2023
CITY CLERK

APPLICATION TO SERVE
Boards, Committees, and Commissions

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

Name: <u>Kerri Keck</u>	Application Date: <u>12/9/2023</u>
Address: <u>4205 N. Aydelotte Ave</u>	Date of Birth: <u>05/01/1978</u>
Mailing Address: <u>4205 N. Aydelotte Ave, Shawnee, OK 74804</u>	
Daytime Phone: <u>(405) 641-3883</u>	Email: <u>kerri.a.keck@gmail.com</u>
Profession: <u>retired</u>	
Business Name: _____	
Business Address: _____	
Business Phone: _____ Email: _____	

Do you live within the City Limits of the City of Shawnee? Yes ☒ No ☐

How many years have you lived in Shawnee? less than one year

Do you currently serve on a City board, committee, or commission? Yes ☐ No ☒

If so, please list the board/committee/commission: _____

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

☐ Airport Advisory Board	☒ Shawnee Beautification, Parks, and Recreation Committee
☐ Board of Adjustment (Zoning)	☐ Shawnee Civic and Cultural Development Authority
☐ Housing Authority	☐ Shawnee Hospital Authority
☐ Library Board	☐ Shawnee Senior Citizens Advisory Board
☐ Oklahoma Baptist University Trust Authority	☐ Shawnee Urban Renewal Authority
☐ Planning Commission	☐ Other _____
☐ Shawnee Arts and Culture Commission	

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

I understand the value of green spaces which benefit our communities by mitigating the effects of pollution, and reduce the urban heat island effect. I want to play a role in helping maintain robust parks for the residents of our city.

Revised August 1, 2023

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

I will work hard to provide value to the team by educating myself on healthy parks infrastructure and requirements.

I will attend all required meetings and events. I have leadership, organizing, and logistics experience from military service.

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

I volunteer with St. Paul's United Methodist Community Meal events, with Legacy Parenting in their Resource Center, and am a member of the Oklahoma Veteran Memorial Board.

List education, including degree(s) earned:

Bachelor's of Science in Criminal Justice

Have you ever served on a City-appointed board/committee/commission before? No

If so, which ones and for how long did you serve?

Have you ever been charged and/or convicted of a felony? No

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

Have you ever declared personal or business bankruptcy? No

If so, please explain:

Please include up to three personal or professional references:

Name	Relationship	Telephone Number
Jamie Caves	friend	4052054916
Kevin Roland	previous supervisor	4055930769
Francine Tryon	previous supervisor	4053883500

PLEASE READ CAREFULLY:

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

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

Signature Kevin Heck

Date 12 Dec 2023

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

Send completed application to:

City of Shawnee, Attn: City Clerk, PO Box 1448, Shawnee, OK 74802 or CityClerk@shawneeok.org

Revised August 1, 2023

RIGHT OF WAY UTILITY EASEMENT AGREEMENT

This Right of Way Utility Easement Agreement made and entered into this _____ day of _____, 20____, by City of Shawnee, located at 16 W. 9th Street, Shawnee, Oklahoma 74801 ("Grantor") in favor of The City of Shawnee, Oklahoma, located at 16 W. 9th Street, Shawnee, Oklahoma 74801 ("Grantee") (collectively referred to herein as "the Parties").

WITNESSETH:

WHEREAS, Grantor is the record owner of and in possession of the following described real property situated in Pottawatomie County, State of Oklahoma, to-wit:

A strip, piece or parcel of land lying in Lots Seven (7) and Eight (8) of the Amended Plat of Block Five (5) of the Amended Plat to the City of Shawnee, in Section Nineteen (19), Township Ten (10) North, Range Four (4) East in Pottawatomie County, Oklahoma. Said parcel of land being described as follows:

Lots Seven (7) and Eight (8) of the Amended Plat of Block Five (5) of the Amended Plat of the City of Shawnee, Pottawatomie County, Oklahoma, according to the recorded plat thereof.

(Commonly known as 419 North Kickapoo, Shawnee, Oklahoma 74801.)

As evidenced by the Warranty Deed dated February 27, 2020, and recorded as Instrument 202000002560 in the office of the County Clerk of Pottawatomie County.

WHEREAS, Grantor agrees to grant Grantee a Right of Way Utility Easement over, under, and across the Easement Property as more fully described below.

NOW THEREFORE, in consideration of the sum of Ten Dollars (\$10.00) and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties do mutually understand and agree as follows:

1. Grantor does hereby grant, bargain, sell and convey to Grantee and its' respective successors and assigns, a right of way utility easement, over, under, and across the Easement Property as more fully described as follows to wit:

A strip, piece or parcel of land lying in Lots 7 and 8 of the Amended Plat of Block 5 of the Amended Plat to the City of Shawnee, in Section 19, T10N, R4E in Pottawatomie County, Oklahoma. Said parcel of land being described as follows:

The East 4 feet of the West 11 feet of said Lots 7 and 8, abutting the permanent East right-of-way line of Kickapoo St.

Containing 446 square feet, 0.01 acres, more or less.

2. Grantor does hereby grant, bargain, sell, alien, convey and confirm unto Grantee, its successors, successors-in-title and assigns, a perpetual utility easement on, over, through, across, and under the Easement Area for purposes of installing, operating, using, repairing, maintaining, and replacing any utility lines, wires, cables, pipes, equipment and related utility facilities (collectively the "Utility Facilities"), including, without limitation, electric, gas, sewer, telephone, communications, cable and water utility facilities.

3. Grantor hereby reserves the right to use the Easement Property and further reserves the right to grant additional easements across the Easement Property to third parties.

4. The Parties, their respective heirs, successors or assigns, shall not place or erect a fence, gate or other barrier over and across or otherwise interfere with the Right of Way Easement Property that will interfere with the rights granted and reserved herein.

5. This *Right of Way Utility Easement Agreement* herein, along with its other rights, benefits, duties, and obligations created and established herein, constitutes the entire understanding between the Parties.

6. The benefits and burdens of the Use of Easement granted herein shall run with the land described above, so long as the Utility Facility remains in operational use for the purposes stated above, and shall be binding upon the Parties hereto and their successors and assigns, forever.

7. By executing this Agreement, the Parties agree to the terms conditions and obligations contained therein and further agree to be bound by same.

Executed the day and year first above written.

(GRANTOR)

(GRANTEE) – CITY OF SHAWNEE

Mayor of the City of Shawnee

ACKNOWLEDGEMENT

STATE OF OKLAHOMA)
) SS
COUNTY OF POTTAWATOMIE)

Before me, in and for said County and State, on this ____ day of _____ 20____, personally appeared _____ and _____ on behalf of the City of Shawnee, known to be the identical persons who executed the within and foregoing instrument, and acknowledged to me that they executed the same as their voluntary acts and deeds for the uses and purposes therein set forth.

Notary Public
Commission No. _____
My Commission Expires: _____

RIGHT OF WAY EASEMENT

This Right of Way Easement Agreement made and entered into this _____ day of _____, 20____, by City of Shawnee, located at 16 W. 9th Street, Shawnee, Oklahoma 74801, (“Grantor”) in favor of The City of Shawnee, Oklahoma, located at 16 W. 9th Street, Shawnee, Oklahoma 74801 (“Grantee”) (collectively referred to herein as "the Parties").

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A strip, piece or parcel of land lying in Lots 7 and 8 of the Amended Plat of Block 5 of the Amended Plat to the City of Shawnee, in Section 19, T10N, R4E in Pottawatomie County, Oklahoma. Said parcel of land being described as follows:

The West 7 feet of said Lots 7 and 8.

Containing 780 square feet, 0.02 acres, more or less.

2. Grantor does hereby grant convey and warrant to the Grantee a permanent right of way and easement for the purpose of ingress and egress over and across the subject property. The Grantee does hereby retain the right to dedicate said easement to the public at its' sole discretion.

3. Grantor hereby reserves the right to use the Easement Property and further reserves the right to grant additional easements across the Easement Property to third parties.

4. The Parties, their respective successors or assigns, shall not place or erect a fence, gate or other barrier over and across or otherwise interfere with the Right of Way Easement Property that will interfere with the rights granted and reserved herein.

5. This *Right of Way Easement Agreement* herein, along with its other rights, benefits, duties, and obligations created and established herein, constitutes the entire understanding between the Parties.

6. The benefits and burdens of the Use of Easement granted herein shall run with the land described above, and shall be binding upon the Parties hereto and their heirs successors and assigns, forever.

7. By executing this Agreement, the Parties agree to the terms conditions and obligations contained therein and further agree to be bound by same.

Executed the day and year first above written.

(GRANTOR)

(GRANTEE) – CITY OF SHAWNEE

Mayor of the City of Shawnee

ACKNOWLEDGEMENT

STATE OF OKLAHOMA)
) SS
COUNTY OF POTTAWATOMIE)

Before me, in and for said County and State, on this ____ day of _____ 20____, personally appeared _____ and _____ on behalf of the City of Shawnee, known to be the identical persons who executed the within and foregoing instrument, and acknowledged to me that they executed the same as their voluntary acts and deeds for the uses and purposes therein set forth.

Notary Public
Commission No. _____
My Commission Expires: _____



Proclamation

“School Board Appreciation Month”

Whereas, the foundation of a prosperous and enlightened city rests upon the pillars of education; and

Whereas, the tireless commitment and dedication of school board members positively contributes to the shaping of educational opportunity; and

Whereas, the decisions made by school board members have a profound impact on the lives of students, teachers, and families, fostering an environment that embraces learning and growth; and

Whereas, January 2024 has been designated as School Board Appreciation Month, providing a moment to express gratitude for the extraordinary service of these individuals; and

Whereas, recognizing School Board Appreciation Month encourages a culture of appreciation within the community for the vital role played by school boards.

Now, therefore I, Ed Bolt, Mayor of the City of Shawnee, Oklahoma by the authority vested in me, do hereby proclaim January 2024 to be

“School Board Appreciation Month”

I call upon all citizens to join in acknowledging the invaluable contributions of our school board members and to express gratitude for their commitment to the betterment of education in our great City.

In the City of Shawnee, Oklahoma
Dated this 16th day of January, 2024

Ed Bolt, Mayor

Lisa Lasyone, MMC, City Clerk

Q1 - January 22, 2024

Shawnee

FORWARD

PRESENTATION TO CITY COMMISSION

Initial Data Analysis of Shawnee Compared to 10 similar cities in Oklahoma

Updates for the Month of: December 2023

3. Implement an Agressive Marketing Plan

- Had mtgs with 2 industry specific magazines to get adv info - analyzing the information for 2024
- Created the site selector mailing list for newsletter to begin in January 2024
- Created Economic Overview marketing piece

4. Promote a Shop Local Initiative

- Launched Shop Shawnee eGift Card Program
- Created a Holiday Video Series - Daily video release 12/1-22 - social media content engagement: FB up 179% IG up 100%
- launched an awareness campaign re: shopping locally - campaign is ongoing with regular outreach

5. Business Retention & Expansion

- Identified the BR&E Team - site visits to begin in January
- CEO Roundtable Invitations went out - 1st mtg Jan 11

6. Develop Economic Development Benchmarks

- Established baseline metrics and graphs of data for Shawnee with 8 comparable cities for continued measurement

1. Support Small Business



- Establish a one-stop shop for ED programs, resources, and tools
- Provide an ED toolkit that identifies programs and funding

2. Support Entrepreneurial Efforts



- Collaborate with NPs through incubation, training and support services
- Collaborate with local university and ed. institutions for entrepreneurial training and workforce skills

3. Implement an Agressive Marketing Plan



- Create & maintain database of shovel ready sites and land
- Develop a qtrly newsletter for site selectors & targeted industries
- Create collateral for mktg
- Advertise in appropriate media outlets

4. Promote a Shop Local Initiative



- Launch Shop Shawnee eGift Card Program
- Create a Holiday Video Series
- Develop and launch awareness campaign re:shopping locally

5. Business Retention & Expansion



- Develop BR&E Team to conduct regular site visits
- Coordinate workshops and programs to improve business performance
- Develop a CEO Roundtable

6. Develop Economic Development Benchmarks



- Monitor & Track economic indicators and socioeconomic trends

Q4 - 2023

SHAWNEE BY THE NUMBERS



SHAWNEE SALES TAX COLLECTIONS

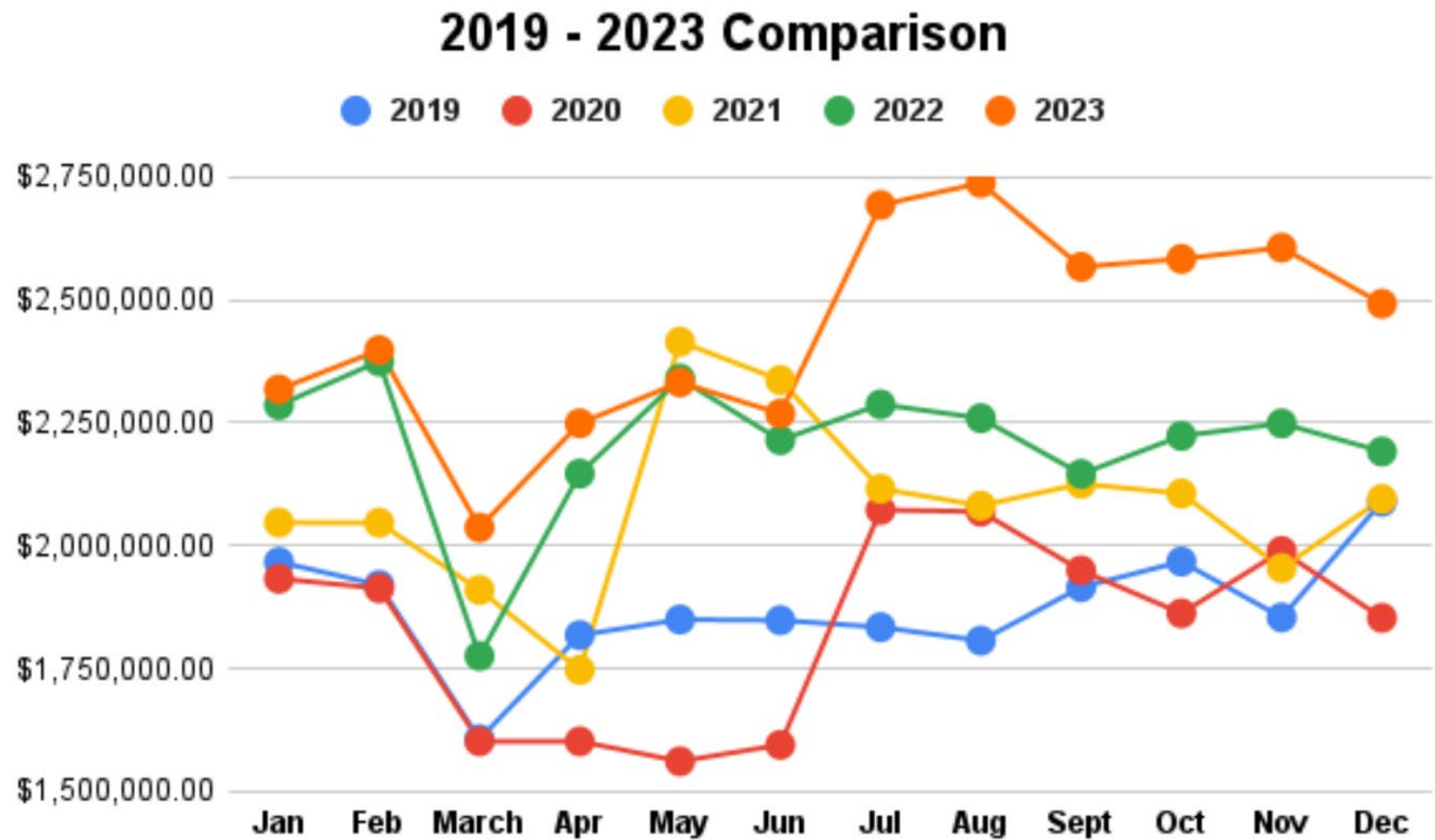
OCT: \$2,583,507.11

NOV: \$2,606,349.63

DEC: \$2,492,296.69

SOURCE: OKLAHOMA TAX COMMISSION

5 YEAR SALES TAX COMPARISON



PERMITS

October - December 2023

19

**SINGLE FAMILY
HOME PERMITS**

12

**NEW BUSINESS
OCCUPANCY**

SOURCE: CITY OF SHAWNEE

HOUSING

October 2023

Shawnee
FORWARD

59

HOMES SOLD
IN OCTOBER

84

HOMES FOR SALE
IN OCTOBER

SOURCE: MLSOK

BENCHMARKING DATA

What is it?

Why is it important?

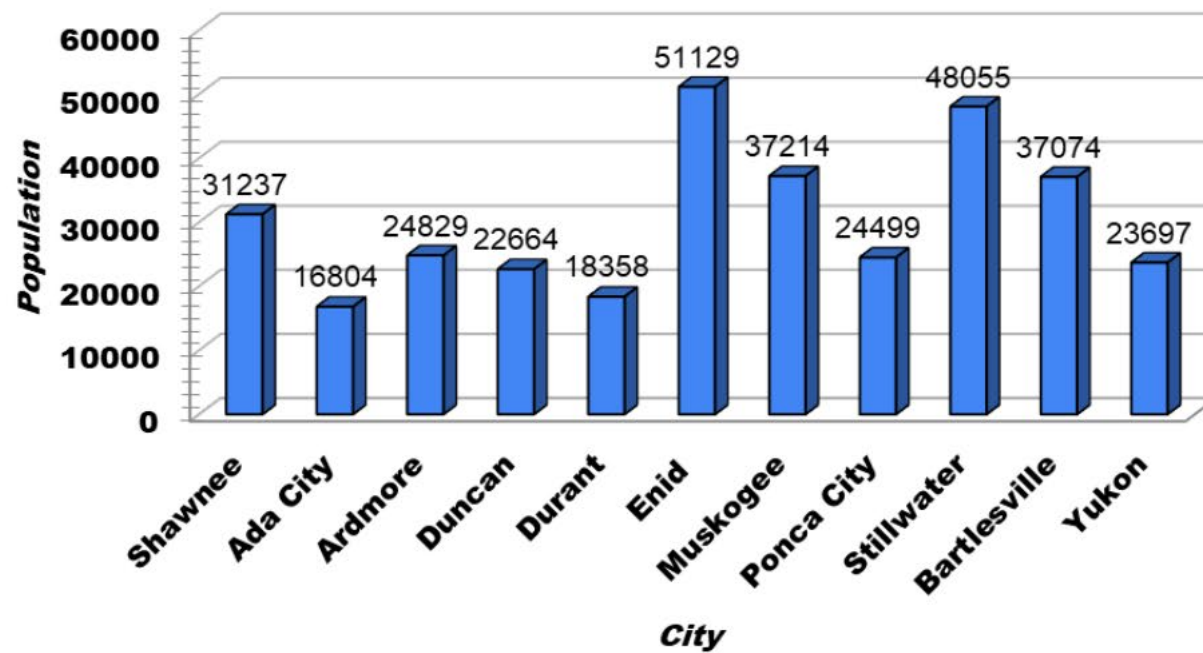
What do we do with the information?

How often to update?



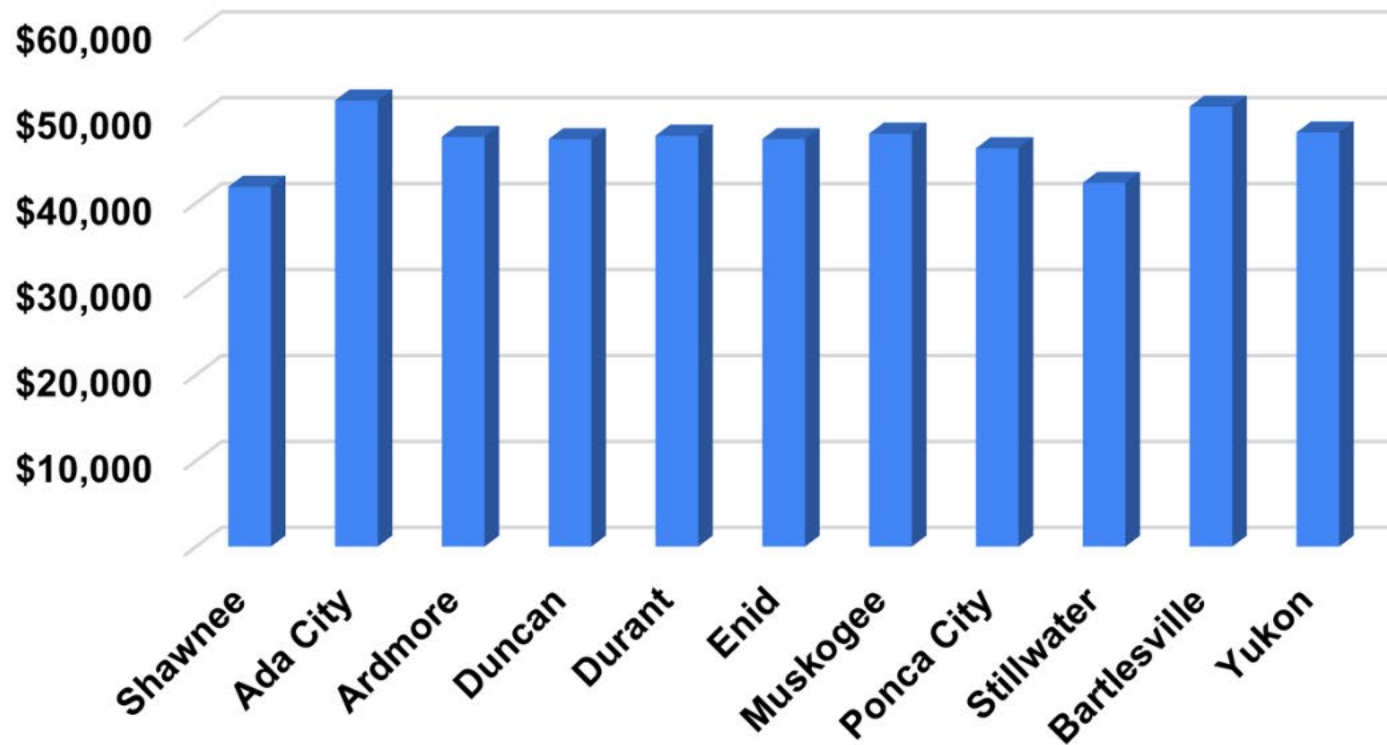


Population by City



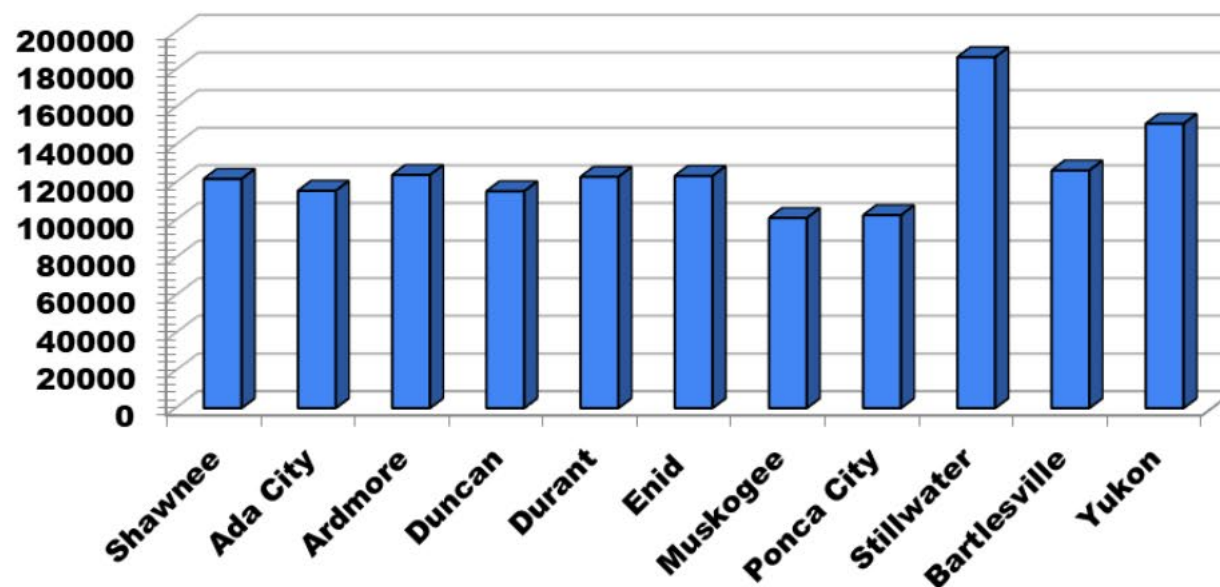


Annual Wage Per Worker



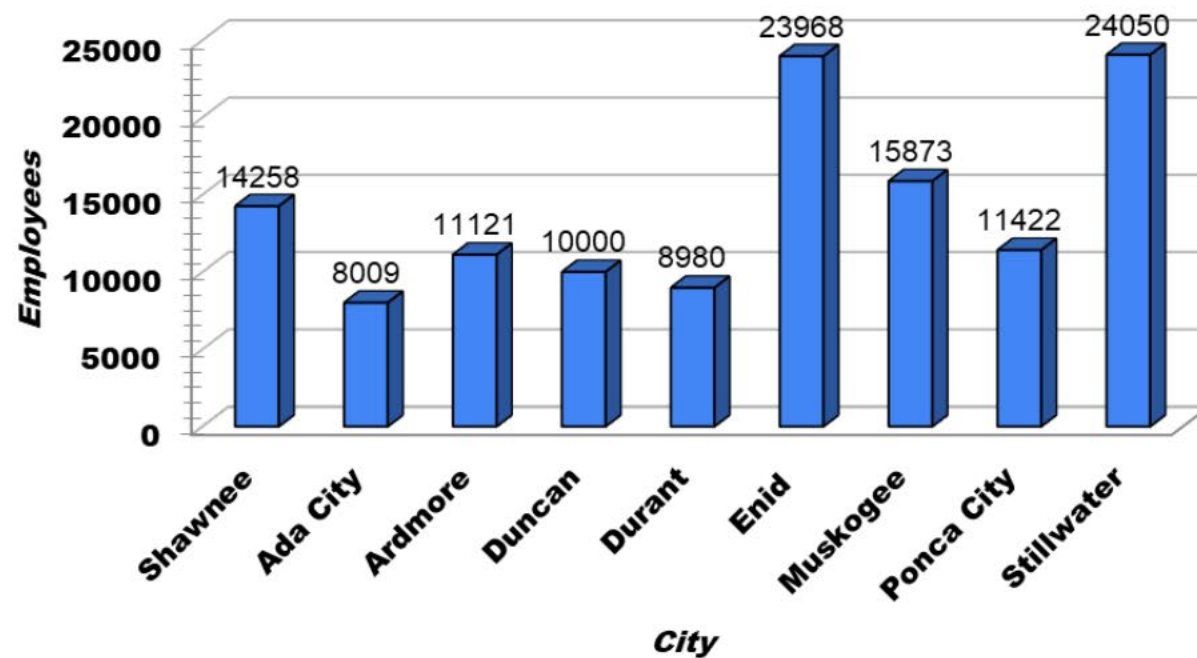


Median House Value (owner-occupied units)



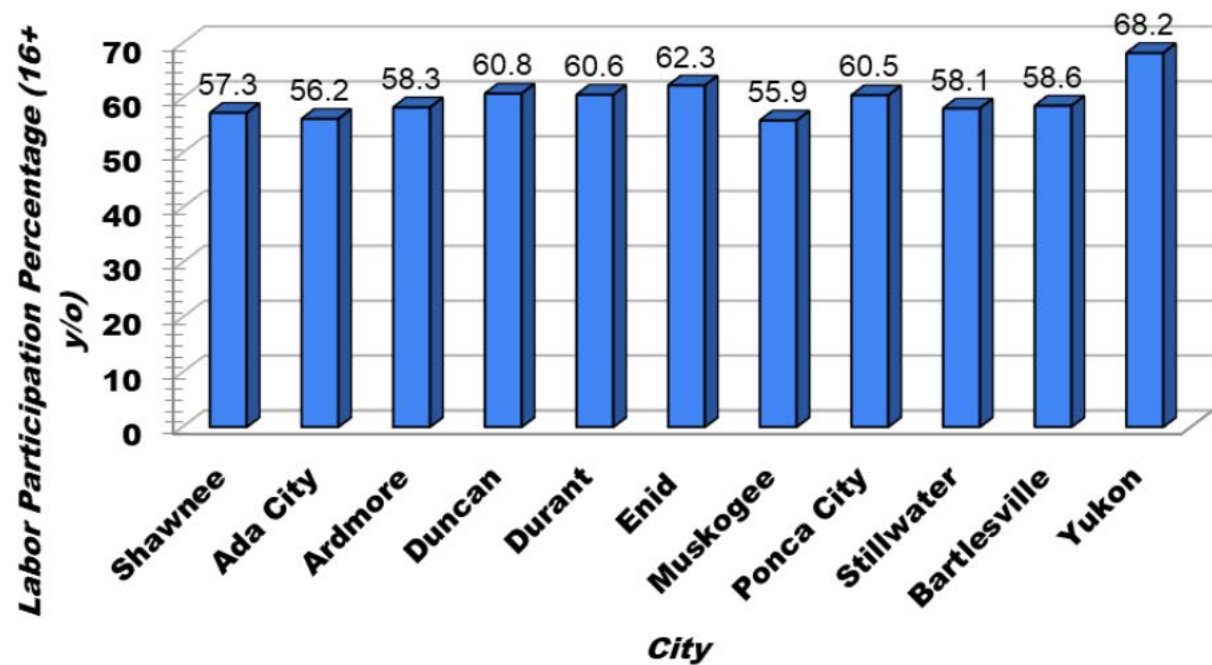


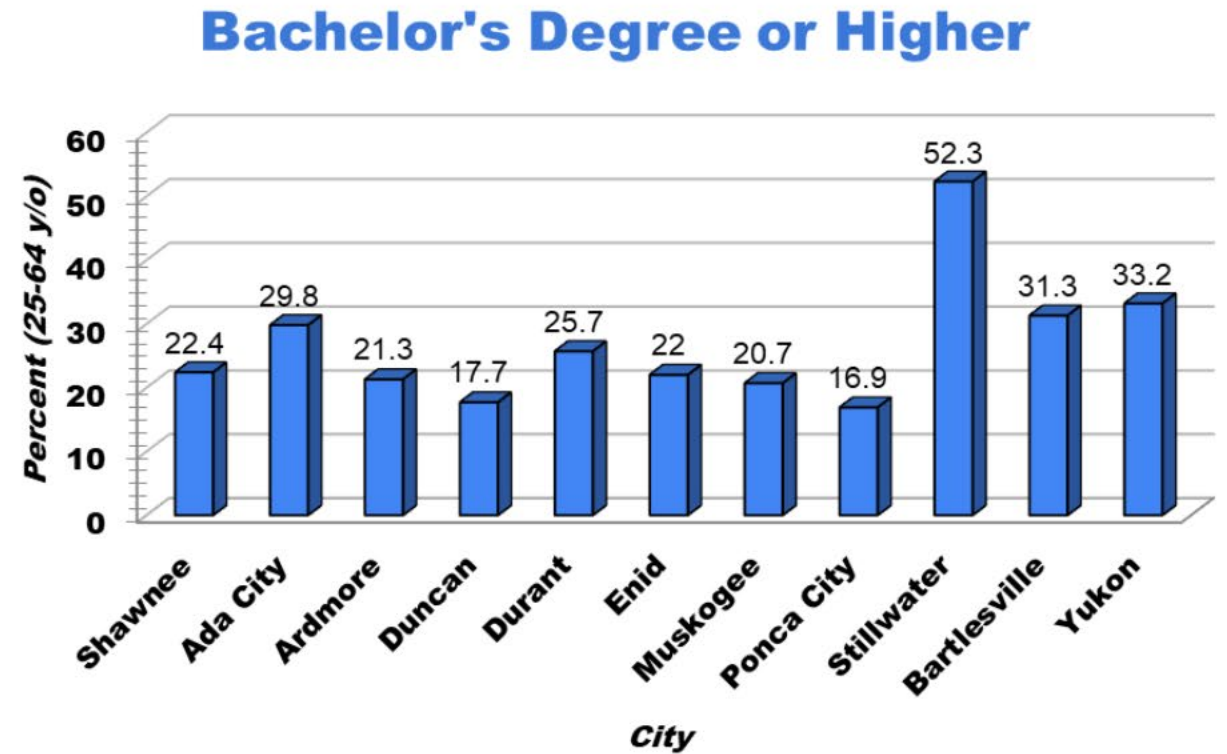
Labor Force Size



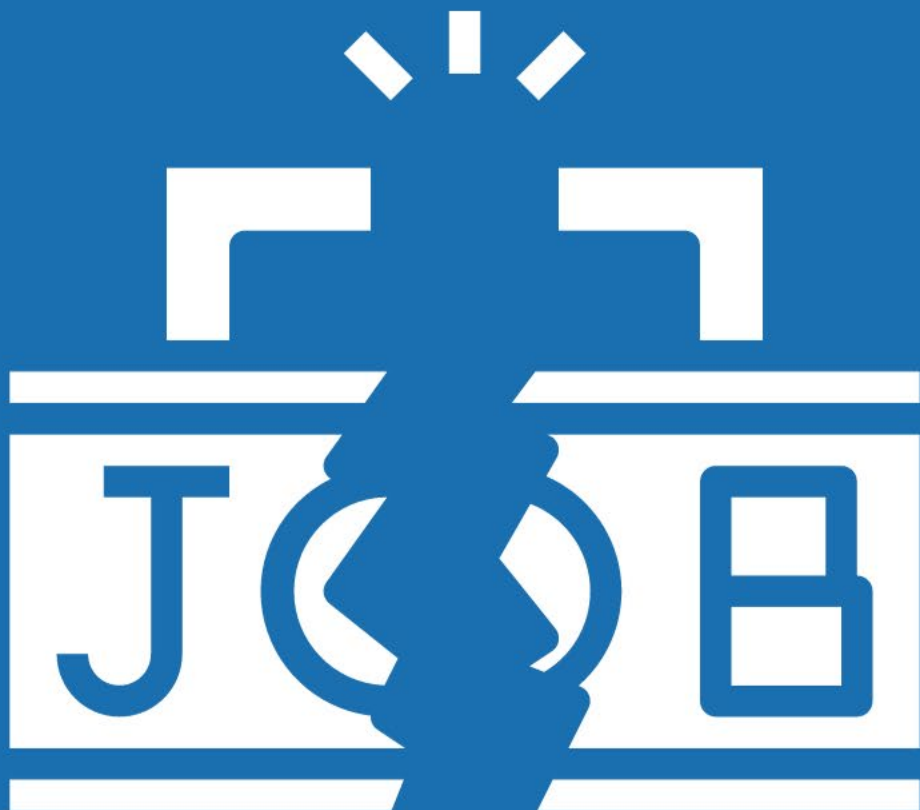


Labor Force Participation Rate

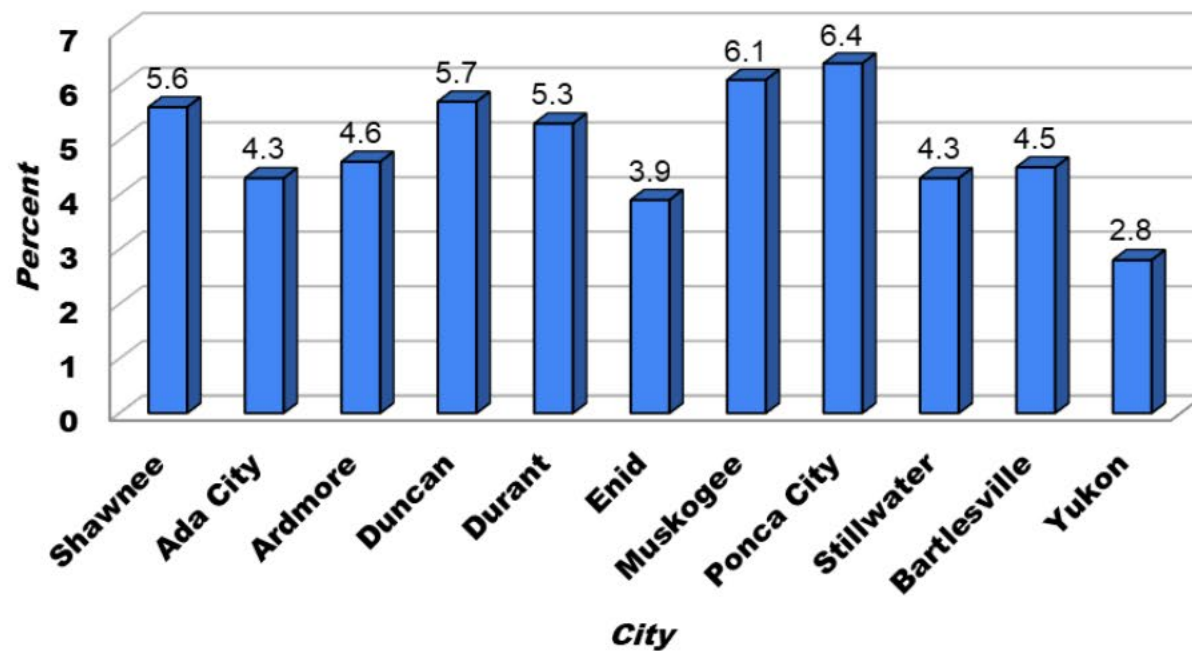




State of Oklahoma percentage is 27.3% as of 2022



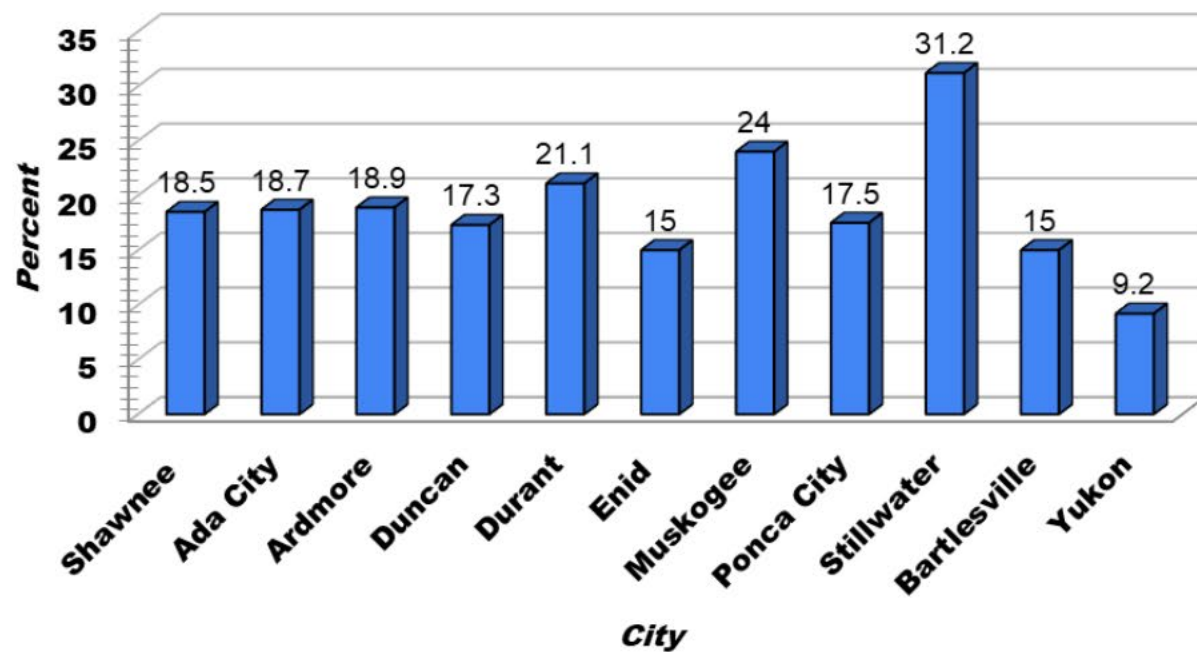
Unemployment Rate by City



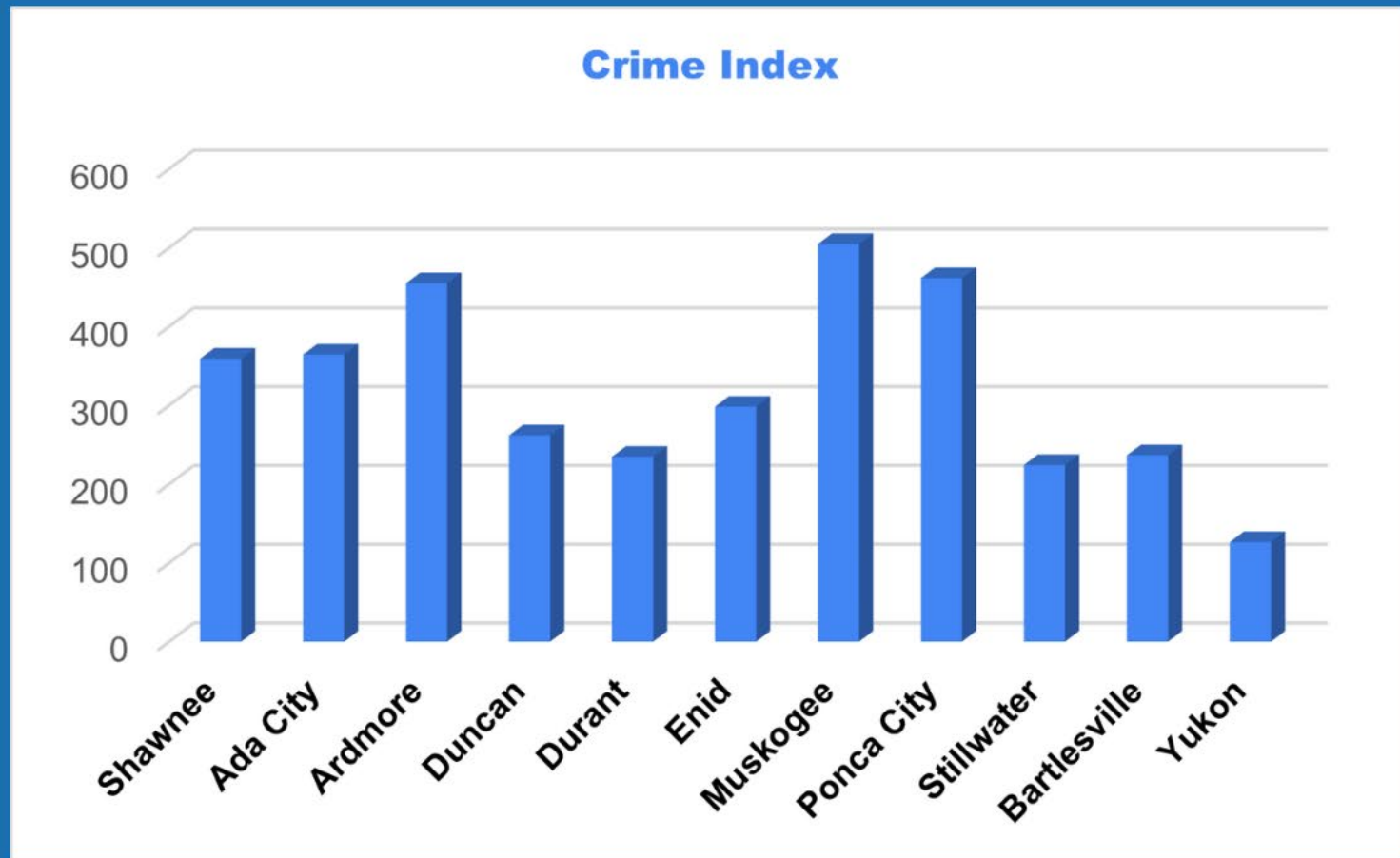
State of Oklahoma Unemployment rate is 3.2% as of October 2023



Poverty Level (of all people)



State of Oklahoma poverty level is 15.7% as of 2022





NEXT UPDATE Q4 2024

Crystal Romanyszyn, IOM

President & CEO

407-506-2732

CEO@ShawneeForward.com



Engineering Department
16 W. 9th St.
Shawnee, OK 74801
ShawneeOK.org

Date: January 16, 2024
To: Board of City Commissioners
From: Danny Vise, Assistant City Manager
Subject: Consideration of a Contract with CEC to provide Traffic Signal Storm Damage Repair design services related to the April 19, 2023, storm event.

Background: In August 2023, the City requested proposals pertaining to the design of traffic control measures associated with the storm damage incurred in April of that year. Staff then evaluated the two (2) received proposals, and subsequently formalized an agreement with CEC, the highest rated proposer, for professional services.

Following an initial assessment of the damages and the subsequent quantification of necessary repairs, it was determined that the scope of the project would need to be expanded and that additional hours were required for the preparation of bid packets and coordination of the bidding process. Consequently, an adjustment to the fee was deemed necessary, requiring approval from the Commission.

This new proposal for \$44,637.00 is in addition to the original agreement, initially approved by the City Manager, resulting in a revised total fee for this project of \$93,637. Notably, CEC has diligently advanced its work, anticipating this amendment, with the primary objective of releasing the traffic signal bid package as quickly as possible.

Financial Impact: \$44,637.00 from 010-5-0740-53390, Grant Fund, Emergency Management, Other Contractual Services; Project No. EM-20230419-04

Attachments: Revised EM-20230419-04 Signal Repair 12.8.23r

Staff Recommendation: Approval of the item



CEC

ENGINEERING CONTRACT FEE PROPOSAL

FOR



CITY OF SHAWNEE
SHAWNEE, OK

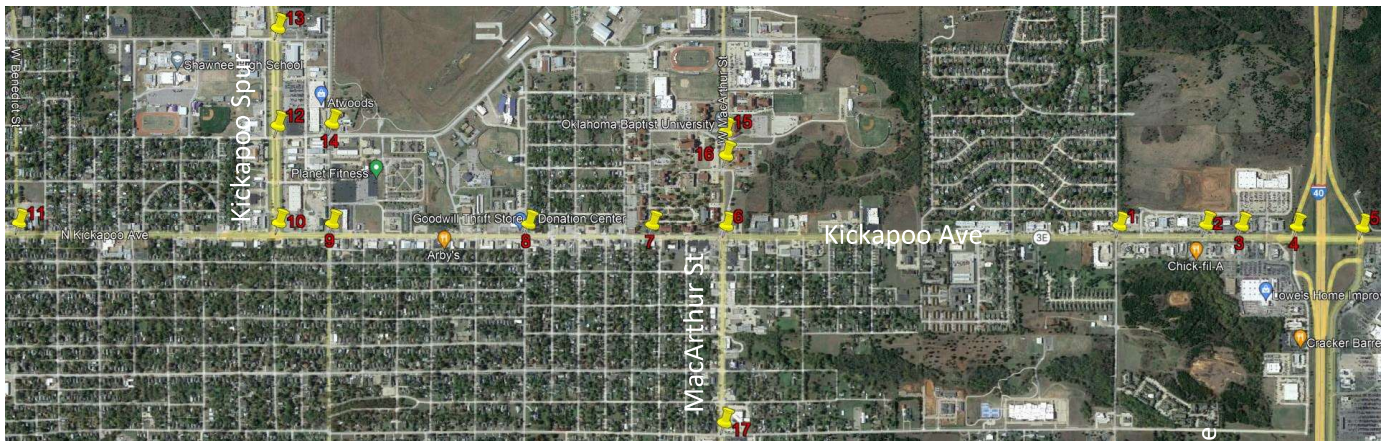
SHAWNEE PROJ. EM-20230419-01
TRAFFIC SIGNAL STORM DAMAGE REPAIR

DECEMBER 8, 2023

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

GENERAL SCOPE OF SERVICES

Following is a scope of services associated with developing plans and specifications for making repairs to traffic signals hardware that was damaged during the April 23rd Tornado and Storm. It is estimated that 17 traffic signals were affected by this storm with damage ranging from loss of signal head visors and backplates to the loss of signal poles and controller cabinets. Proposal is to cover expenses above those contained in an existing task order. CEC will investigate initial damage assessment of signal damage for completeness and prepare plans and specifications necessary to direct repairs.



Project Location Map

PROJECT DESCRIPTION

The following intersections are included in the scope of work:

Kickapoo & 45 th Street	Kickapoo & Kickapoo Spur
Kickapoo & Plaza	Kickapoo & Benedict
Kickapoo & Commercial	Kickapoo Spur & Pottenger
Kickapoo & I-40 S	Kickapoo Spur & Kennedy
Kickapoo & I-40 N	Independence & Pottenger
Kickapoo & MacArthur	MacArthur & Raley
Kickapoo & University	OBU Crosswalk on MacArthur
Kickapoo & Federal	MacArthur & Union
Kickapoo & Independence	

FINAL PLANS

- Review Signal Damage for the above listed intersection.
- Provide Traffic Signal Repair plans for each location, detailing all signal hardware and appurtenances that need replacement.
- Coordinate with City of Shawnee to determine the manufacturer and make and model of controller cabinet hardware that was lost in the storm. Design will comply with federal requirements to ensure that damaged or lost equipment is replaced with like-kind where feasible.
- Existing signal timings will be utilized, CEC will **not** be modifying signals or adding capacity with this project.
- Plans will rely on ODOT Standard Specifications.
- Final plans and specifications will be delivered on **December 11th, 2023**.

BIDDING SERVICES

This task includes the work required to perform the bidding services assistance for one construction contract for EM-20230419-01. Detailed scope items are as follows:

- Post notification of advertisement for the project in the Shawnee News-Star and notify bid houses.
- Attend and assist with one bid opening meeting.
- Answer contractor questions and issue addenda and clarifications as needed.
- Review bids and provide recommendation of contractor.

CONSTRUCTION ADMINISTRATION

This task includes the work required to perform the construction administration for one construction contract for EM-20230419-01. Detailed scope items are as follows:

- Attend a pre-construction meeting with the selected contractor.
- Conduct monthly construction progress meetings on-site, a maximum of 6.
- Review contractor's submittals.
- Review and recommend approval for payment of contractor's claims.

AS-BUILT DRAWINGS

The contractor will be required to document changes made in the field from the construction plans. CEC will incorporate the field changes into the construction plans based on the information provided by the contractor. The plans will be submitted as As-Built Plans in pdf file format.

ITEMS *EXCLUDED* FROM THE SCOPE OF WORK

- Topographic survey
- Design of any public or private utility
- Construction or right-of-way staking
- Design of retaining walls, sheet piling, or any other structural design
- An environmental study or report of any kind
- Traffic Study or collection of traffic counts
- Traffic control plans
- Geotechnical investigations and pavement design
- Public Meetings

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

PROJECT SCHEDULE

CEC personnel can begin working on the project immediately. The project schedule is below:

100% Plans – 12/11/23
 Notice to Bidders to Shawnee News Star – 12/12/23
 Advertise Plans – 12/19/23
 Bid opening – 1/9/24
 Engineers Recommendation – 1/10/24

ADDITIONAL SERVICES

If there should be a change in project scope that leads to additional work or additional services are requested by the City of Shawnee, we will negotiate a fee to provide the changes or additional services prior to commencing work. Requested visits to the project site in excess of the stipulated maximum number of visits will be considered Additional Services.

PROPOSED ENGINEERING CONTRACT FEE SUMMARY

FINAL PLANS	\$ 21,876.00
BIDDING SERVICES	\$ 4,654.00
CONSTRUCTION ADMINISTRATION (HOURLY NTE)	\$ 16,410.00
AS-BUILT DRAWINGS	\$ 1,697.00

TOTAL Proposed Engineering Fee **\$ 44,637.00**

We sincerely appreciate the opportunity to submit this engineering contract fee proposal. In lieu of subsequent contract documents, this document in its entirety, including the following Terms and Conditions page, shall govern as a contract between the signing parties. A returned signed copy of this proposal will be considered a 'notice-to-proceed' and will be a legally binding document. If the terms are agreeable, please sign and return a scanned copy/hard copy to Kyle Morse via email (kyle.morse@connectcec.com) or at the address listed on the cover page. If you have any questions or need additional information, please call me at 405.753.4644.

Submitted for approval by:

Accepted by:

DocuSigned by:



D3953964C62448B...

Erica Jones, P.E.

Municipal Practice Leader

Date: 12/8/2023 | 4:12 PM CST

By: _____

Print: _____

Date: _____

Notes:

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

STANDARD TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



City Manager Department
16 W. 9th St.
Shawnee, OK 74801
ShawneeOK.org

Date: January 16, 2024
To: Board of City Commissioners
From: Danny Vise, Assistant City Manager
Subject: Consideration of an Amendment to the Contract with Deep South Fencing for Fencing Installation and Repair Services.

Background: During the October 16, 2023, Board of Commissioners Meeting, City Commissioners approved a contract with Deep South Fencing to provide Fencing Repair and Installation Services which included an annual "not to exceed" amount of \$300,000.00. During the course of the execution of this contract, it has become apparent that this amount is insufficient and will not cover the total cost necessary to complete the fencing repairs needed for the City in this current fiscal year.

This amendment will increase the "not to exceed" amount from \$300,000.00 to \$400,000.00, which will allow Deep South Fencing to continue to complete ongoing fencing projects throughout the City.

Financial Impact: None at this time

Attachments: Revised Deep South Contract Amendment 1-2024

Staff Recommendation: Approval of the contract amendment

FIRST AMENDMENT TO THE CONTRACT AGREEMENT
Between The City of Shawnee and Deep South Fencing

THIS FIRST AMENDMENT TO THE CONTRACT AGREEMENT (this "Amendment") is entered into by Deep South Fencing ("Contractor") and the CITY OF SHAWNEE, OKLAHOMA (the "City" or "applicant"), effective as of the 17th day of January, 2024 (the "Effective Date").

WHEREAS, on October 16, 2023, Contractor and the City entered into that certain Contract Agreement (the "Agreement") for Deep South Fencing to perform Fencing Installation and Repair Services as described therein; and

WHEREAS, Contractor and the City hereby desire to amend the Agreement as provided herein.

For and in consideration of the covenants herein contained and contained in the Agreement and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

1. Article III, Section 2 of the Agreement states that \$300,000 (the "Cap") is the maximum amount payable to Deep South Fencing by the City for services performed under the Contract Agreement. The parties desire to increase the amount of the Cap as provided herein and is amended by deleting Article III, Section 2 in its entirety and by substituting in the place and stead thereof the following:

Compensation. Compensation for work being performed under this contract will not exceed the amount of \$400,000 annually. Article III outlines the agreed upon rates for the services covered by this agreement.

2. The Agreement, as herein amended, remains in full force and effect in accordance with its terms.
3. This Agreement shall be governed by the laws of the State of Oklahoma

IN WITNESS WHEREOF, the parties hereto have executed this Agreement effective as of the Effective Date.

DEEP SOUTH FENCING

By: _____
Adam Welliver, Contractor

CITY OF SHAWNEE, OKLAHOMA

By: _____
Andrea Weckmueller-Behringer, City Manager



Finance Department
16 W. 9th St.
Shawnee, OK 74801
ShawneeOK.org

Date: January 16, 2024
To: Board of City Commissioners
From: Lindsey McNabb-Fox, Finance Director
Subject: Public hearing on an Amendment to the City of Shawnee FY 2024-2028 Capital Improvement Plan to include an Airfield Signage Retrofit Project.

Background: The Capital Improvement Plan (CIP) for Fiscal Years (FY) 2024-2028 was adopted on June 20, 2023. City staff is requesting an amendment to the CIP to add a project at the Shawnee Municipal Airport. The project details are as follows:

The lighted runway and taxiway indicator system at the Shawnee Regional Airport was installed in 2011. The system consists of nineteen (19) lighted runway and taxiway indicator signs, containing thirty-three (33) incandescent light bulbs. Due to the age of this equipment, it has become increasingly difficult and costly to procure replacement parts and conduct repairs. Outages are increasing, driving up maintenance costs. The staff is proposing to replace the current incandescent light fixtures with LEDs and supporting transformers.

In accordance with Federal Aviation Administration Advisory Circular 150/5345-53D, any repairs or upgrades to existing airfield signage must be made utilizing Original Equipment Manufacturer (OEM) parts. The existing airfield sign and light equipment is Lumacurve brand. Lumacurve provided a quote for LED retrofit kits which, once installed, will significantly decrease outages, downtime for maintenance, and the cost of replacement parts.

The estimated total for the LED upgrade kits is \$20,000. The estimated cost of a qualified electrician to install the retrofit kits and the recommended series isolation transformers is \$5,000, for a total estimated cost of \$25,000. This project was previously included in the budget for the Shawnee Airport Authority; however, the new estimate has put it above the threshold to be added as a project to the Capital Improvement Plan.

This agenda item provides for the formal public hearing on an amendment to the CIP as set forth in the CIP Policy. Notice of date, time and location of the public hearing was published in the Shawnee News Star on January 11, 2024.

Financial Impact: \$25,000 from 511-5-0120-54200, Shawnee Airport Authority Fund, Capital Outlay-Buildings & Improvements; Project No. 24-0120-09

Attachments: CIP Amend-LED Upgrade

Staff Recommendation: Conduct public hearing

City of Shawnee

FY 2024-2028 Capital Improvement Plan

Project Title	Runway and Taxiway Indicator Signs LED Upgrade		 Maxar Texas Parks & Wildlife, Esri, TomTom, Garmin, SafeGra... Powered by Esri			
Project Category	Shawnee Regional Airport - Airfield Safety Equipment					
Department	0120 - AIRPORT	Pending Project				
Project in Ward	Ward 6					
Project Description Retrofit existing runway and taxiway indicator signs with LED upgrade kits.						
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY29-33
Equipment	\$25,000	\$0	\$0	\$0	\$0	\$0
Vehicle	0	0	0	0	0	0
Infrastructure	0	0	0	0	0	0
Facilities	0	0	0	0	0	0
Facility Improvements	0	0	0	0	0	0
Land	0	0	0	0	0	0
Land Improvements	0	0	0	0	0	0
Professional Services	0	0	0	0	0	0
Total	\$25,000	\$0	\$0	\$0	\$0	\$0

City of Shawnee

FY 2024-2028 Capital Improvement Plan

Project Title	Runway and Taxiway Indicator Signs LED Upgrade		 Maxar Texas Parks & Wildlife, Esri, TomTom, Garmin, SafeGra... Powered by Esri			
Project Category	Shawnee Regional Airport - Airfield Safety Equipment					
Department	0120 - AIRPORT	Pending Project				
Project in Ward	Ward 6					
Project Description Retrofit existing runway and taxiway indicator signs with LED upgrade kits.						
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY29-33
Equipment	\$25,000	\$0	\$0	\$0	\$0	\$0
Vehicle	0	0	0	0	0	0
Infrastructure	0	0	0	0	0	0
Facilities	0	0	0	0	0	0
Facility Improvements	0	0	0	0	0	0
Land	0	0	0	0	0	0
Land Improvements	0	0	0	0	0	0
Professional Services	0	0	0	0	0	0
Total	\$25,000	\$0	\$0	\$0	\$0	\$0



SAFETY BENEFIT

THE LED SOLUTION THAT STANDS ABOVE THE REST

IMPROVE VISIBILITY BY CONVERTING TO LED

Airfield safety is one of the aviation industry's highest priorities. The key to avoiding unnecessary runway incursions is for aircraft and ground vehicles to maintain keen "situational awareness" – that is, a strong understanding of your location on the airfield and how it relates to taxi routes.

REDUCE SIGN OUTAGES

Airfield signs are designed to assist in providing situational awareness for pilots and maintenance personnel as they navigate the airfield. An airfield sign that is not lighted as a result of a burnt out lamp can create confusion. LED signs are 25 times less likely than an incandescent sign to have a lamp go out and the sign go completely dark—a feature required per the latest FAA specs.

At the same time, fewer lamp changes means fewer maintenance vehicles on the field, reducing the amount of airfield congestion and the potential for incursions. With reliable, long lamp lives, Lumacurve airfield signs' LED lighting system makes your airfield safer.



ENERGY BENEFIT

THE LED SOLUTION THAT STANDS ABOVE THE REST

CONSERVE ENERGY BY CONVERTING TO LED

Among the many benefits airports enjoy by upgrading to LED are reduced energy costs and a smaller carbon footprint. LED has been proven to consume 79% less energy than incandescent bulbs and 55% less than quartz halogen bulbs. And because LED bulbs last 10-15 times as long as incandescent bulbs, you'll replace your bulbs far less often—meaning fewer bulbs end up in landfills and less fuel is used by maintenance trucks driving out to replace blown bulbs.

FINANCIAL ADVANTAGE

Besides the long-term cost benefits of LED, you also reap immediate financial benefits by taking advantage of utility rebates and incentives at federal, state, utility company and industry-specific levels.

Check with your airport's development and/or planning team to identify rebates and incentives available to you!



MONEY BENEFIT

THE LED SOLUTION THAT STANDS ABOVE THE REST

EXPERIENCE COST SAVINGS BY CONVERTING TO LED

Converting your airfield signs from traditional incandescent lighting to LED can be a significant investment, but LED's financial benefits make it a smart one. When considering the upgrade to LED, you should take into account the three principal cost drivers of airfield sign operation:

ENERGY CONSUMPTION:

- » 79% less energy than the incandescent T10P lighting system
- » 55% less energy than the LOVA quartz halogen lighting system

REPLACEMENT LAMP COSTS:

The cost of replacement lamps can escalate quickly with inefficient incandescent bulbs:

- » T10P – 1,000 lamp hours, at \$7 each = \$7 per 1,000 hours of lamp life
- » LOVA – 1,000 lamp hours, at \$10 each = \$10 per 1,000 hours of lamp life
- » LED – 25,000 lamp hours, at \$29 each = \$1.16 per 1,000 hours of lamp life

MAINTENANCE COSTS:

The greatest benefit to LED is the dramatic savings in maintenance costs. See our [Time Benefit PDF](#) for further explanation.



TIME BENEFIT

THE LED SOLUTION THAT STANDS ABOVE THE REST

SAVE VALUABLE TIME BY CONVERTING TO LED

The lamps in incandescent systems last for an average of just 1,500 hours—and with each sign containing up to 12 lamps, the result is a staggering amount of maintenance time spent just changing bulbs. The greatest benefit to LED is the dramatic savings in this maintenance time.

MAINTENANCE EFFICIENCY

LED lamps last more than 25,000 hours, meaning your maintenance staff can worry less about changing bulbs and focus on projects that have sat on the back burner for too long.

Whether it's taking preventative measures or eliminating urgent "fires," your crew will have more time to tackle the items on your maintenance "bucket list."





RESOLUTION NO. ____

A RESOLUTION ADOPTING THE SHAWNEE TWIN LAKES MASTER PLAN AS AN ELEMENT OF THE COMPREHENSIVE PLAN.

WHEREAS, the City of Shawnee has been working with stakeholders regarding various issues at the Shawnee Twin Lakes, including adopting a series of recommendation from an advisory committee in 2022; and

WHEREAS, one of those recommendations was to develop an area master plan for the Shawnee Twin Lakes; and

WHEREAS, the City has worked with a consultant, community stakeholders, and various interests to develop said master plan; and

WHEREAS, the City has developed the Twin Lakes Master Plan based on community input,

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Commission of Shawnee, Oklahoma, hereby adopt the Twin Lakes Master Plan as an amendment to the Comprehensive Plan.

PASSED AND APPROVED this _____ day of January 2024.

ED BOLT, MAYOR

ATTEST:
(SEAL)

LISA LASYONE, MMC, CITY CLERK

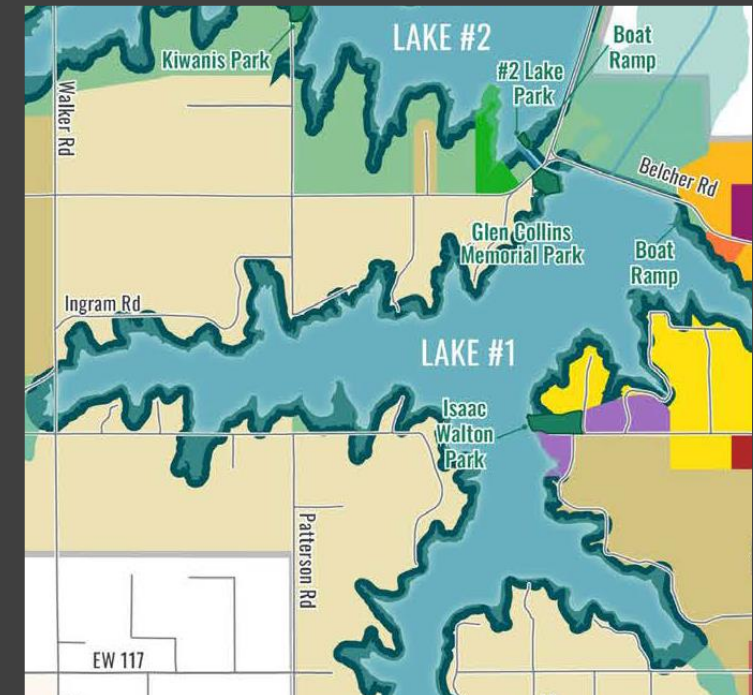
A scenic view of a lake under a blue sky with light clouds. In the foreground, there is a concrete picnic table on a grassy area. To the right, a small tree stands near a concrete structure. The lake extends to the horizon with a line of trees in the distance.

Twin Lakes Master Plan

Rian Harkins, Community Development Director
January 16, 2024

Purpose

- Guide Future Development
- Spur Public & Private Investment
 - Additional Recreational Opportunities
- Resource Preservation
 - Protect Water Quality
 - Reduce Erosion



Plan Structure

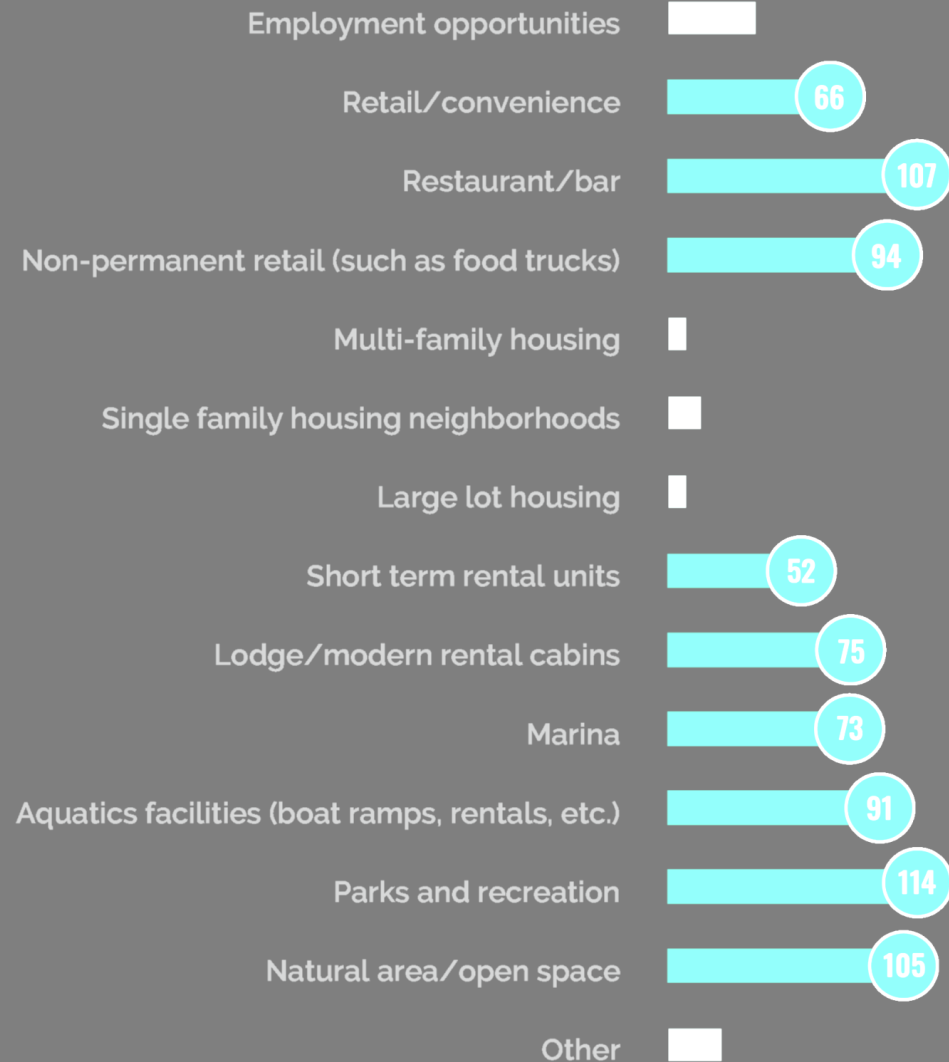
- **Plan Purpose & Vision:** An outline of the overall planning process, purpose, previous planning initiatives, and the Master Plan vision.
- **Twin Lakes Today:** The overall context of the Twin Lakes study area and its relation to the City of Shawnee.
- **Plan Foundation:** A summary of assessments related to existing conditions at the Twin Lakes. Four overarching assessments were conducted to determine needs for the study area based on resident preferences, study area resources, fiscal conditions, and market realities.
- **Growth Scenarios:** Development and evaluation of three general growth scenarios for their potential fiscal implications to the City and their anticipated outcomes based on designated land uses and investments. A final development plan was derived based on benefits and trade-offs from the preliminary scenarios.
- **Future Development Plan:** A work program consisting of investments, policies, and other actions for the City to implement the overall plan. The future development plan is organized by specific topics, and includes near-, mid-, and long-term projects. A phased approach will help the City identify timing and level of priority for the implementation actions.
- **Appendices:** An attachment to the plan consisting of the supporting data related to the community survey, fiscal analysis, and market study.

Public Outreach

- Two Open Houses
- Visioning/Scenario Workshop
- Community Survey



Survey Results



Key Takeaways

- Improve/Increase Recreational Offerings
- Protect Water Quality & Reduce Shoreline Erosion
- Small Scale Commercial
- Improve Public Safety
- Improve Permitting
- Maintain The Tranquil Nature
- Support Residents Access



Guiding Principles

EMBRACE THE STEWARDSHIP OF OUR NATURAL RESOURCES.

We will prioritize the protection of water quality and conservation of natural landscapes when considering growth and investment opportunities and public service initiatives.

PROMOTE FISCALLY RESPONSIBLE GROWTH PATTERNS.

We will prioritize the protection of water quality and conservation of natural landscapes when considering growth and investment opportunities and public service initiatives in the Twin Lakes area.

PROVIDE BELOVED AND BENEFICIAL RECREATIONAL AMENITIES.

We will maintain and improve existing recreational assets, and provide new recreational opportunities that promote healthy living, generate community pride and elevate the quality of life of our residents.

FACILITATE THE EFFICIENT DELIVERY OF PUBLIC SERVICES.

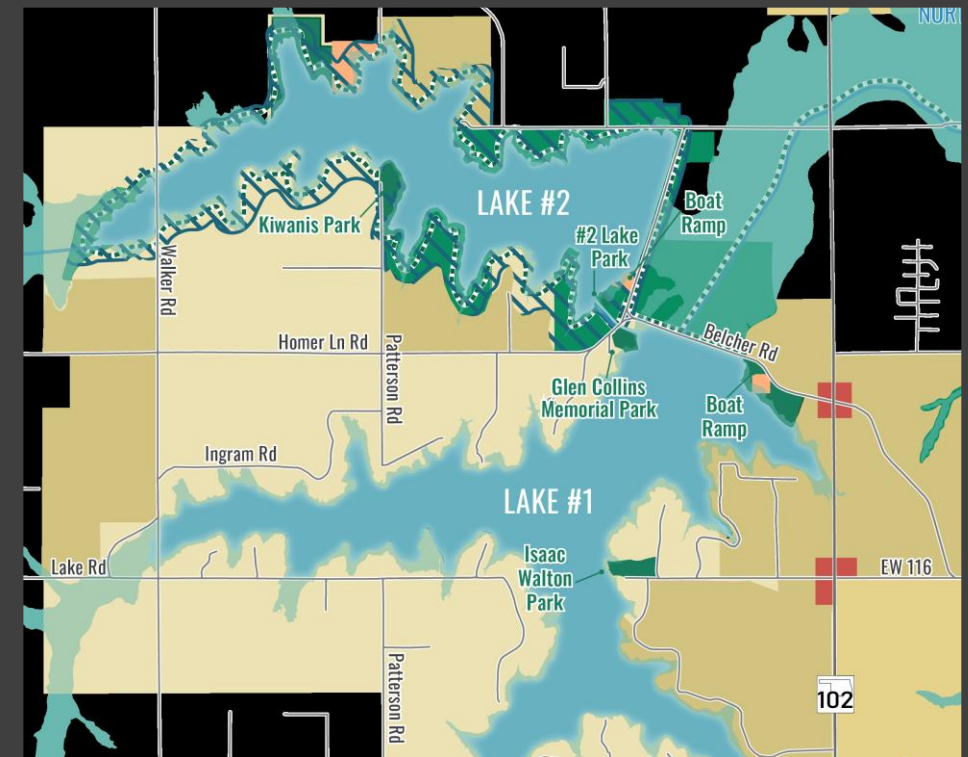
We will enhance the delivery of public services to Twin Lakes residents and visitors that are essential to supporting our community's growth and development vision.

Growth Scenarios

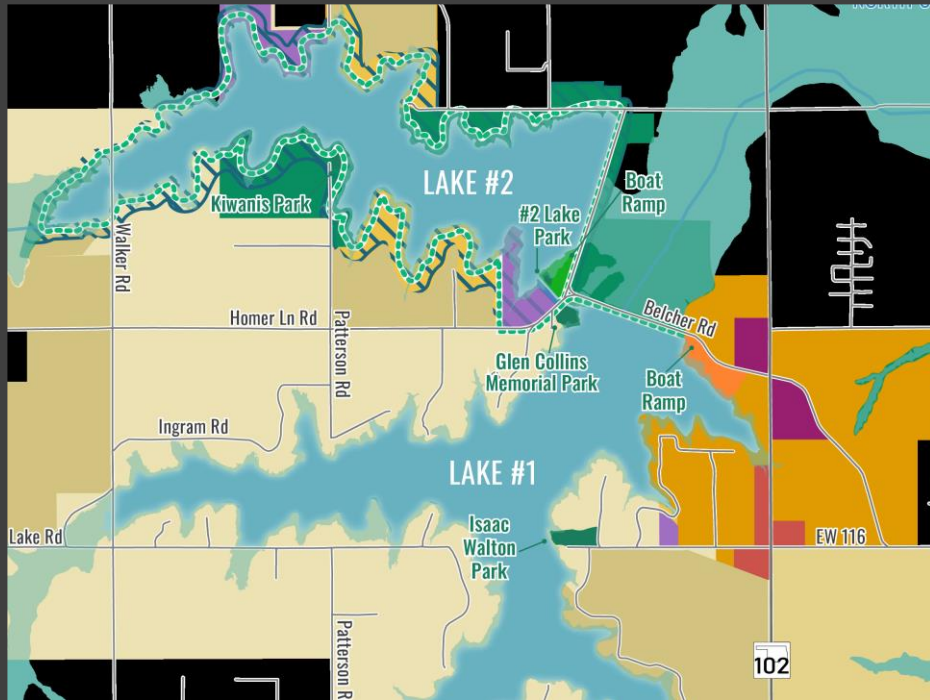
Baseline Conditions: The baseline fiscal conditions for the Twin Lakes area set the foundation to evaluate future growth trends. This critical step evaluates how the current land uses and infrastructure impact the City's overall budget. The baseline conditions are described in Chapter 2 and attached as Appendix B.

Growth Scenario Workshop: The planning team hosted a workshop with the Advisory Committee and vested community members to put pen to paper while envisioning future land uses for the study area.

Business As Usual Assessment: The business as usual scenario provided the anticipated fiscal implications if no changes were made to current land use and growth patterns.



Growth Scenarios



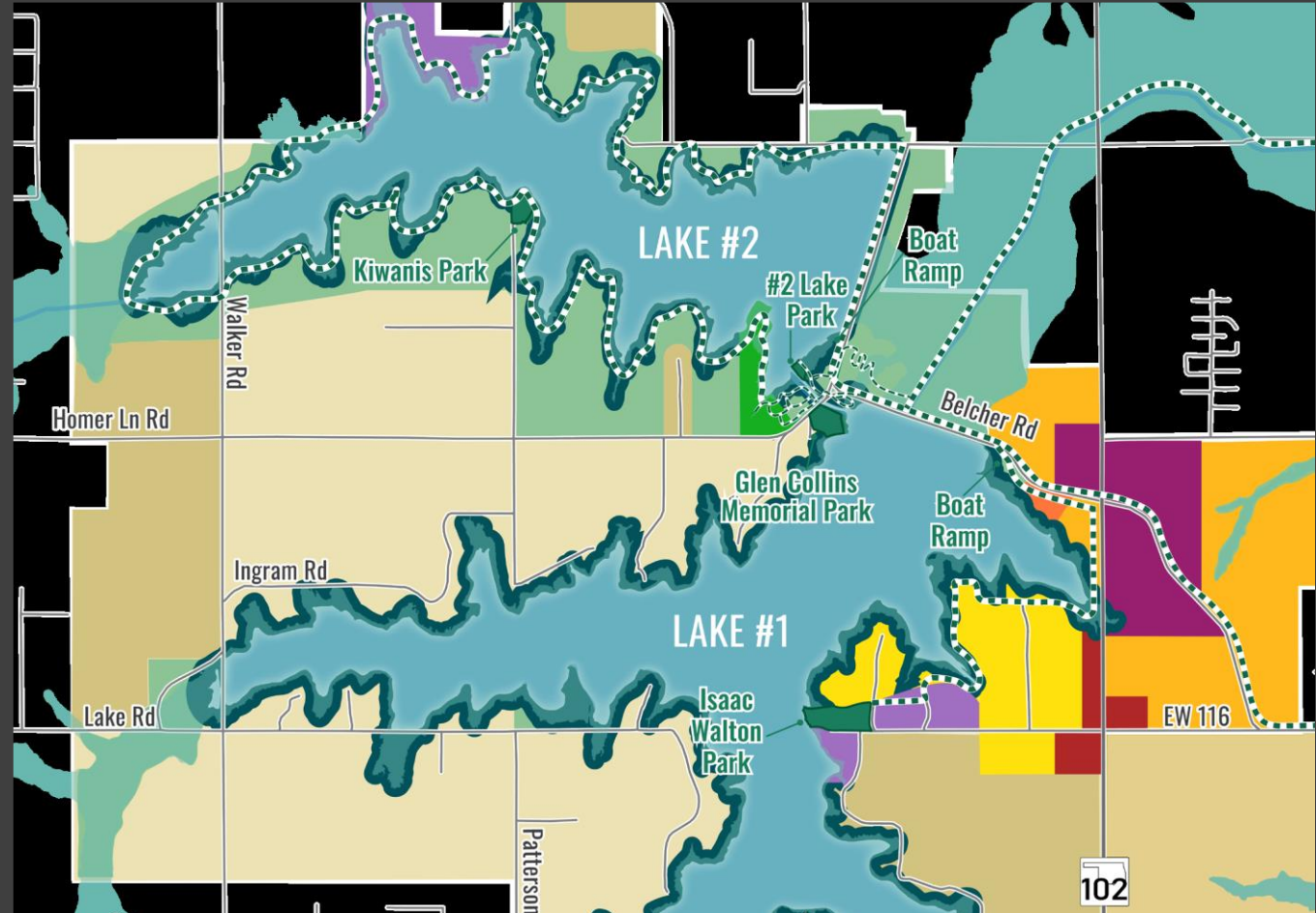
Scenario 1: Step It Up: The Step It Up Scenario evaluated growth based on slightly increasing allowed land uses in the study area.

Scenario 2: Think Big!!!: The Think Big Scenario evaluated growth based on expanding water and sewer to the area and dramatically increasing allowed densities and intensities in the study area.

Consensus Scenario: The Consensus Scenario, prepared using input from the Advisory Committee and residents, is built by blending the preferred aspects of the previous scenarios, and provides a balanced mix of growth to provide a balanced mix of growth to support recreation improvements, economic growth, and anticipated population growth.

Growth Scenarios

Consensus Scenario: The Consensus Scenario, prepared using input from the Advisory Committee and residents, is built by blending the preferred aspects of the previous scenarios, and provides a balanced mix of growth to provide a balanced mix of growth to support recreation improvements, economic growth, and anticipated population growth.

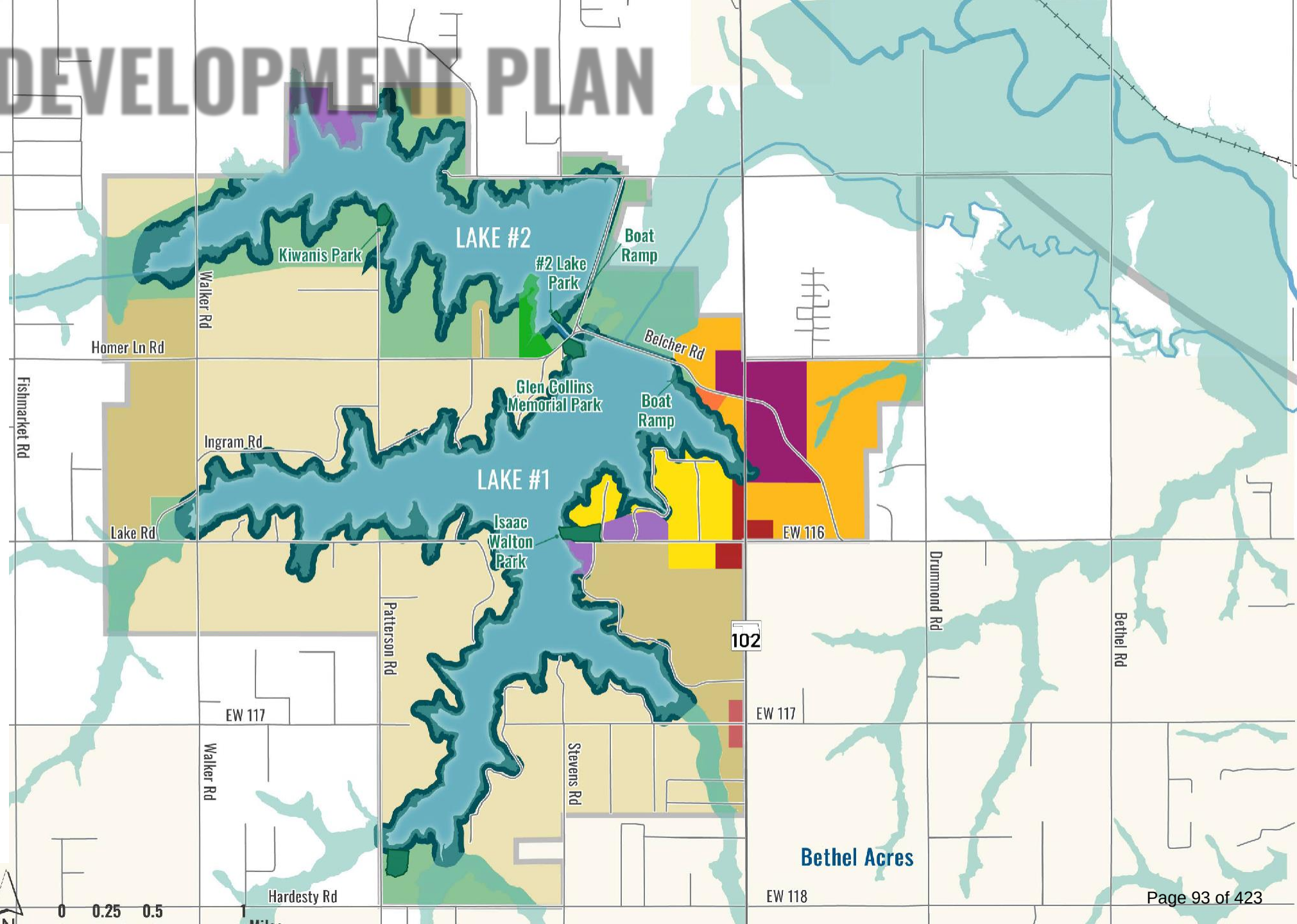


FUTURE DEVELOPMENT PLAN

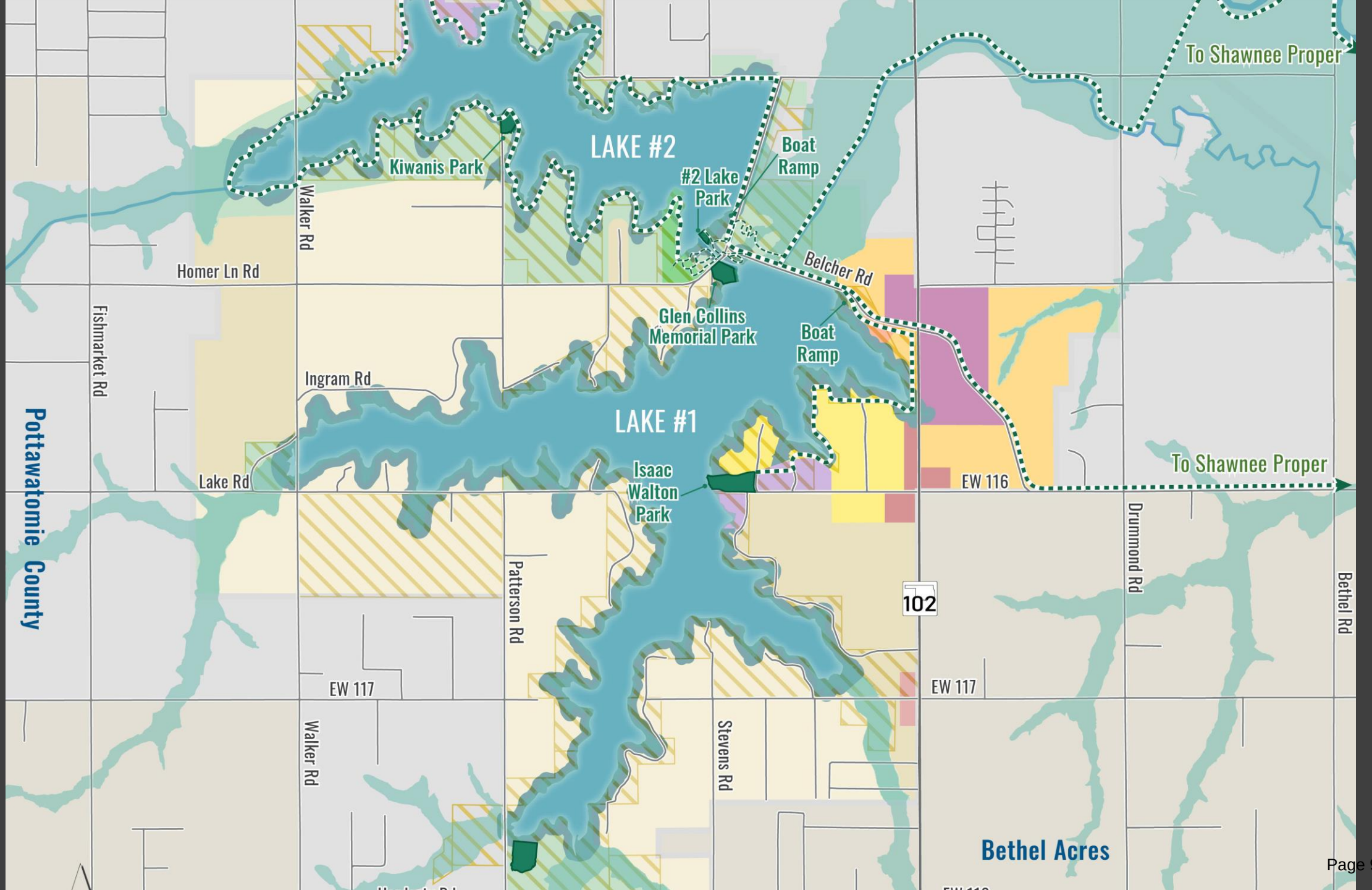
OKC

LEGEND

- Lakeside Conservation
- Parks & Greenways
- Residential Estate
- Large Lot Residential
- Low Density Residential
- Medium Density Residential
- Lake Oriented Commercial
- Low Intensity Commercial
- Lakeside Village
- Mixed Use
- Recreation Village
- Destination Recreation
- Existing Parks
- Lakes
- Floodplains
- Shawnee Boundary
- City/Town Boundaries



Bethel Acres



TWIN LAKES MASTERPLAN (SHAWNEE, OK)
LAKE #1 BOAT RAMP PARK CONCEPT

AUGUST 04, 2023

LAKE #1

LAKE #1 BOAT RAMP PARK

CAN BE REFURBISHED TO SERVE AS THE CITY'S
PRIMARY DESTINATION FOR MOTORIZED BOAT ACCESS
TO THE TWIN LAKES. THIS FEE-ACCESSED AREA CAN BE
MANAGED IN SCALE TO PROVIDE A LIMIT ON DAILY
MOTORIZED BOAT ACCESS, BUT ENHANCEMENTS MAY
SERVE AS A PARKLAND EXTENSION OF ADJACENT
"LAKESIDE VILLAGE" LAND USES.

LEGEND

ICONIC STRUCTURE	BUFFER
DAY USE	WATER RECREATION
PLAY AREA	BUILDING/STRUCTURE
CAMP AREA	PLAZA
OPEN AREA	EXISTING CONTOURS
PROPOSED TRAIL	

TWIN LAKES MASTERPLAN (SHAWNEE, OK)
GLEN COLLINS MEMORIAL PARK CONCEPT

AUGUST 04, 2023



GLEN COLLINS MEMORIAL PARK

CAN BE TRANSFORMED INTO SHAWNEE'S PREMIER OUTDOOR RECREATION DESTINATION CATERING TO RESIDENTS BUT ALSO INCLUDING AMENITIES THAT ATTRACT VISITORS FROM THROUGHOUT THE OKLAHOMA CITY METROPOLITAN AREA AND BEYOND. THIS FEE-ACCESSED AREA CAN BE A SIGNIFICANT PUBLIC GATHERING SPACE THAT IS ORIENTED TOWARD LAKE SHORE ACTIVITIES WHILE OFFERING MANAGED ACCESS TO TWIN LAKE #2.

TWIN LAKES MASTERPLAN (SHAWNEE, OK)
KIWANIS PARK CONCEPT

AUGUST 04, 2023



KIWANIS PARK

CAN BE TRANSFORMED INTO SHAWNEE'S PRINCIPAL PRIMITIVE CAMPING AND DAY USE AREA. THE LOW-IMPACT USES OF THIS FEE-ACCESS AREA ALLOW FOR MANAGED PUBLIC ACCESS TO TWIN LAKE #2 IN A MANNER THAT PROMOTES CONSERVATION OF THIS IMPORTANT WATER SOURCE.

LAKE #2

LEGEND

- DAY USE
- PLAY AREA
- CAMP AREA
- OPEN AREA
- BUFFER
- WATER RECREATION
- BUILDING/STRUCTURE
- PROPOSED TRAIL
- EXISTING CONTOURS

Additional Issues

LAKE #2 – MOTORIZED VS. NON-MOTORIZED.

The Twin Lakes Master Plan calls for selective “No Wake” areas near key amenities on Lake #2 but allows motorized watercraft to operate at full speed on the remainder of Lake #2.

SHORELINE PROTECTION.

The Twin Lakes Master Plan calls for increased setbacks/buffering along each shoreline. Additionally, new uses should limit their impact on the natural environment via Low Impact Development.



City Commission Questions





TWIN LAKES MASTER PLAN

SUMMARY REPORT

CITY OF SHAWNEE, OKLAHOMA

JANUARY 2024

PREFACE

ON BEHALF OF THE SHAWNEE CITY COMMISSION, I AM PLEASED TO PRESENT THE TWIN LAKES MASTER PLAN – the City of Shawnee's future development blueprint for the lands and waters of the Twin Lakes study area.

The Twin Lakes are an essential community resource, serving both as our principal municipal water source and as a recreational amenity. Yet, as with any important community resource there are many opinions about how best to utilize, maintain and protect them. The Twin Lakes master planning process was initiated by the Board of Commissioners to seek the greatest possible consensus on how all of us can serve as worthy long-term stewards of the lakes area.

The Twin Lakes Master Plan identifies a long-term vision for balancing growth and development with resource conservation. This vision - embracing themes identified through public meetings and surveys - is supported by four principles upon which the study area's future development plan, and policy and investment recommendations are based.

The City Commissioners and I recognize that the shared community benefits that can be realized by new growth and investment can also come with unintended or unforeseen consequences regarding community character, delivery of public services and quality of life. We also realize that within any plan there will be initiatives that you may embrace more whole-heartedly than others. Regardless, we will strive to implement a future development vision for Twin Lakes that upholds the four guiding principles of this Master Plan. We hope that you – the residents of Shawnee – will continue to support these efforts.

Respectfully,

Mayor Ed Bolt
City of Shawnee, Oklahoma





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THE TWIN LAKES MASTER PLAN’S SUMMARY REPORT IS A SYNOPSIS OF THE FUTURE GROWTH AND DEVELOPMENT PLAN FOR THE TWIN LAKES STUDY AREA.

The summary report is an abbreviated version of a companion technical report and includes the Master Plan’s vision and guiding principles, future development plan, and tabulated lists of recommended policies and investments. This report provides quick access to Master Plan policy and investment recommendations. For more extensive information relating to the Twin Lakes study area’s existing conditions; issues, opportunities and themes; and the planning process, please refer to the Master Plan’s technical report.

Collectively, the Twin Lakes Master Plan reports present both a long-range vision and incremental work program to balance the development and conservation of the land and waters of the Twin Lakes study area.

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OUR VISION FOR TWIN LAKES...

“THE TWIN LAKES AREA IS AN ESSENTIAL COMMUNITY RESOURCE AND TRANQUIL PUBLIC AMENITY THAT SERVES THE RESIDENTS OF SHAWNEE THROUGH THE PROVISION OF A HIGH-QUALITY AND PROTECTED SUPPLY OF WATER, ACCESS TO NATURAL AND RURAL LANDSCAPES, AND THE AVAILABILITY OF DIVERSE RECREATIONAL AMENITIES THAT SUPPORT THE PASSIVE ENJOYMENT OF THE LAKES AND SURROUNDING AREA.”

TO ACHIEVE OUR VISION, WE WILL....

EMBRACE THE STEWARDSHIP OF OUR NATURAL RESOURCES.

We will prioritize the protection of water quality and conservation of natural landscapes when considering growth and investment opportunities and public service initiatives.

PROVIDE BELOVED AND BENEFICIAL RECREATIONAL AMENITIES.

We will maintain and improve existing recreational assets, and provide new recreational opportunities that promote outdoor activity, generate community pride and elevate the quality of life of our residents.

PROMOTE FISCALLY RESPONSIBLE GROWTH PATTERNS.

We will prioritize the protection of water quality and conservation of natural landscapes when considering growth and investment opportunities and public service initiatives in the Twin Lakes area.

FACILITATE THE EFFICIENT DELIVERY OF PUBLIC SERVICES.

We will enhance the delivery of public services to Twin Lakes residents and visitors that are essential to supporting our community's growth and development vision.

THE MASTER PLAN

The Twin Lakes are an essential resource for the City of Shawnee - supplying the community's drinking water and providing recreation opportunities for residents and visitors. This plan evaluates the development potential for Twin Lakes area properties for the next 20 years.

BUILDING THE PLAN

The Master Plan was commissioned by the Shawnee Board of Commissioners in response to previous planning initiatives, including the Shawnee Next Horizons Comprehensive Plan (2019) and a 2022 advisory committee report.

SHAWNEE NEXT HORIZONS COMPREHENSIVE PLAN (2019)

The City's long-term guide for growth and development throughout the City for the next 20-plus years. The comprehensive plan acknowledges the value of the Twin Lakes and surrounding properties to the City of Shawnee.

TWIN LAKES ADVISORY COMMITTEE PLAN (2022)

The Twin Lakes Advisory Committee was created by the City to identify key issues related to the use of the Twin Lakes. The committee's final report included three overarching recommendations, including **1)** Provisions for improved safety and security, **2)** Potential commercial and residential uses, and **3)** Necessary enhancements to recreation facilities.

The development of this Master Plan was recommended by the Advisory Committee.

WHY NOW?

As Shawnee continues to grow, the importance of protecting Twin Lakes from the accompanying pressures of growth increases. This Master Plan presents policies, strategies, and investments in the study area that are designed to balance growth, conservation and service delivery. The plan addresses common themes identified throughout the planning process including: water quality, preservation, future development patterns, housing options, and public infrastructure and services.

OUR MASTER PLAN VISION

The Master Plan's vision is presented on the facing page. The **vision statement** reflects Shawnee's aspirations for the future of the Twin Lakes area. It is supported by four **guiding principles**, or 'value statements' that introduce the methods by which the community will achieve its vision.

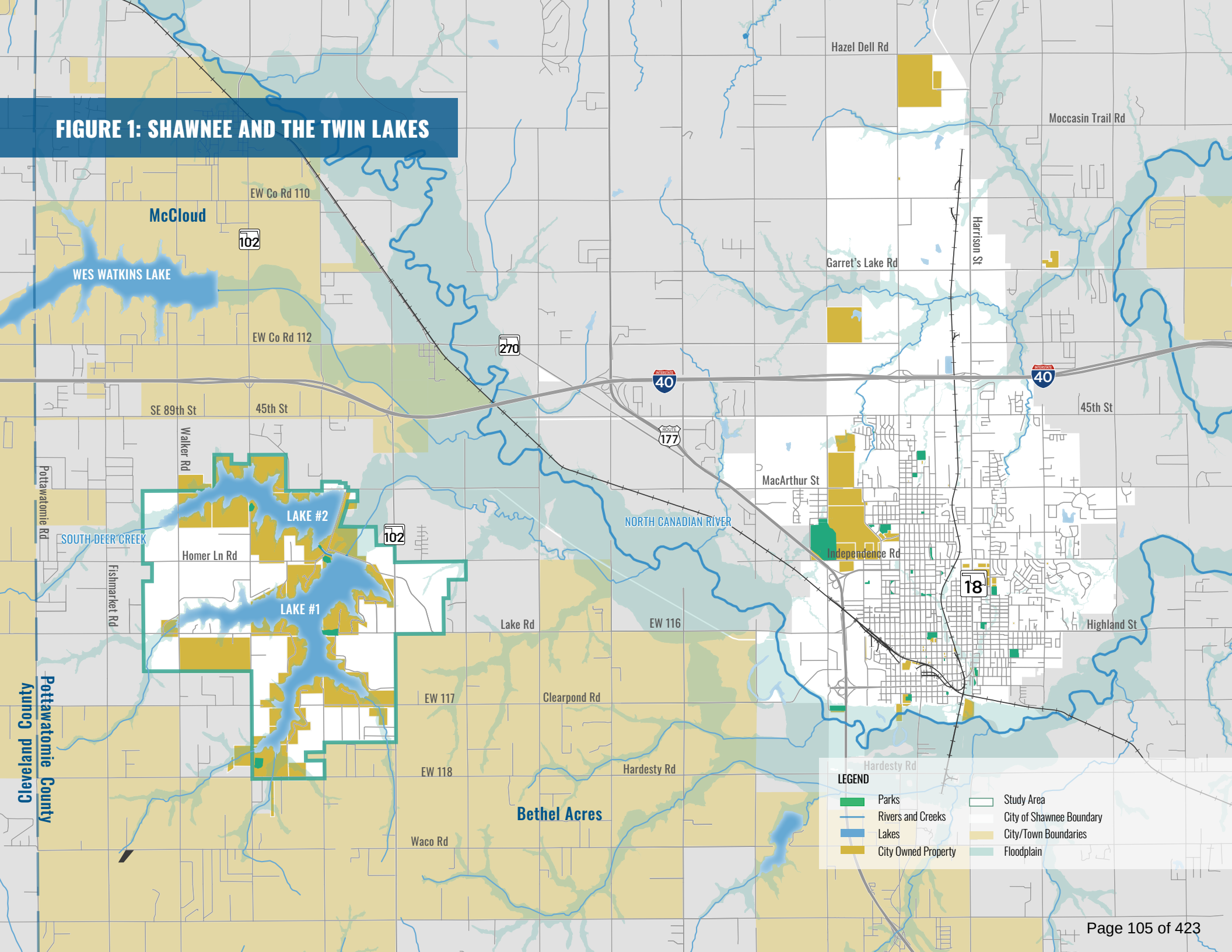
This Master Plan's vision is implemented via actions and strategies contained in the work program presented within this report.



“**SHAWNEE'S LAKE AREA IS A BEAUTIFUL PART OF THE COMMUNITY AND GREAT ASSET WITH THE POTENTIAL TO BE AN EVEN STRONGER AMENITY.**”

- Shawnee Next Horizons Comprehensive Plan (2019)

FIGURE 1: SHAWNEE AND THE TWIN LAKES





THE STUDY AREA

THE CITY OF SHAWNEE

The City of Shawnee is located approximately 30 miles east of the growing Oklahoma City metroplex. Shawnee covers roughly 48.6 square miles, and is home to 31,361 residents¹. The City is expected to grow by approximately 19 percent to **37,198 residents²** by 2040. While much of the growth is anticipated within the City's proper limits (i.e., eastern Shawnee), some population growth is expected in the Twin Lakes study area.

Shawnee's residents have access to a variety of quality of life enhancing services, including a lively downtown, a variety of entertainment opportunities, and a healthy economy. Residents are provided with recreational opportunities on land and water, with access to parks throughout the City, and access to the Twin Lakes.

THE TWIN LAKES

The Twin Lakes study area is located roughly 8 miles west of Shawnee proper and encompasses approximately 12 square miles of land (see **Figure 1**, facing page). Approximately 52 percent of the land in the study area is owned by the City of Shawnee³. The study area is primarily rural in nature, with limited commercial uses along OK-102. Residences include large lot single family homes and smaller lots leased from the City of Shawnee or the State of Oklahoma (via the Commissioners of the Land Office). The study area is served by multiple parks owned by the City which provide access to the shorelines and waters of Lake #1 and Lake #2. The two lakes are separated by a canal which can be closed during times when water levels are lower.

Most municipal services, including offices and equipment, are located in Shawnee proper. Water and sewer is not available in the study area and roadways are maintained to a 'rural' standard. Emergency services to the study area must be dispatched from distant locations creating longer response times for emergencies. In most cases Fire and EMS teams will access the study area using I-40 instead of using the local roads due to roadway constraints.



PRE-PLANNING CONDITIONS & THEMES...

A review of previous planning documents and preliminary discussions with residents and stakeholders revealed common perceptions about conditions in the Twin Lakes study area. (Note: Not all-inclusive)

- **Shoreline development practices and recreational activities impact water quality.**
- **Parks within the study area do not provide adequate amenities and facilities.**
- **Many Shawnee residents are unaware of the amenities at the Twin Lakes.**
- **Access to the study area is limited, and roadway conditions vary.**
- **Dilapidated docks and infrastructure create potentially hazardous conditions.**
- **Residents of the study area do not have easy access to many municipal services.**

1. 2020 Decennial Census
2. Next Horizons Comprehensive Plan (2019)
3. Potawatomi Property Appraiser

ENVISIONING TWIN LAKES

The Twin Lakes master planning process included seven principal phases - each of which produced information that is an essential component of this Master Plan guide.

- **COMMUNITY ANALYSIS.** Pre-existing city plans and studies were analyzed to provide a starting point from which to understand the long-standing issues and perceptions about the Twin Lakes.
- **VISIONING.** Stakeholder and public engagement activities were conducted to verify perceived needs, issues and challenges, and to create a vision statement and guiding principles. The resulting 'vision' serves as the framework on which the Master Plan's work program is based.
- **MARKET ASSESSMENT.** An assessment of outdoor recreation-based tourism was conducted comparing Twin Lakes' recreation offerings with lakes of similar size in the state. The assessment provided an understanding of how recreation improvements at the lakes may generate new revenues from tourism.
- **FISCAL ASSESSMENT.** A fiscal assessment of City revenues and expenditures to illustrate how land uses and development patterns in Twin Lakes may impact Shawnee's overall budget. The fiscal assessment was used as a foundation for preparing possible study area growth scenarios.
- **GROWTH SCENARIOS.** Three growth scenarios were created representing potential future development patterns for the study area. The scenarios considered the costs associated with various types of development. Lessons learned served as the basis for creating the Master Plan's future land use plan.
- **FUTURE LAND USE PLAN.** The final future land use plan is the graphic representation of the growth patterns that will be promoted in the study area by the City of Shawnee.
- **IMPLEMENTATION.** A series of strategies were identified for the successful implementation of the plan over the next 20 years. The strategies include recommended near-term and long-term policies, investments, and programs.

WELCOME! COME IN AND SHARE YOUR THOUGHTS!!!

The Twin Lakes master planning offered opportunities for online and in-person input from Shawnee's residents, property owners and lease-holders.

ADVISORY COMMITTEE

A group of key community members was appointed by the City to oversee the planning process. The committee met six times during 'decision points' in the planning process.

CITY STAFF

City staff members provided technical support, and reviewed analyses and recommendations to prepare for their roles in eventual Master Plan implementation.

FOCUS GROUPS

A series of meetings were held with community members and interest groups focused on specific topics related to the study area.

COMMUNITY

A community-wide survey, two open houses, and a project web page allowed residents to participate in the planning process.





PREFERENCES AND POTENTIAL

The Master Plan's assessments and public input activities affirmed many of the issues that were revealed at the beginning of the planning process. New themes were also identified which offered greater insight to the opportunities that may exist to leverage the untapped potential of the Twin Lakes. **Actions to address these themes, and other associated topics are located in the future development plan and work program sections of this report.**

REVENUES AND EXPENDITURES

Twin Lakes residents live in a rural setting far from the core public services offered to an urban population. Annual expenditures to provide basic municipal services to Twin Lakes residents far exceeds revenues generated by study area household and is disproportionate to the study area population. **Revenue potential may be enhanced by a greater number of non-residential land uses and/or higher density development patterns.**

PUBLIC SAFETY SERVICES

Police, Fire and EMS response times are inhibited by distance to the study area and indirect routes. **Infrastructure enhancements to reduce Fire and EMS response times will need to occur at key locations (e.g. bridges, underpasses) outside of the study area.**

Public safety issues are further exacerbated during months of peak visitation to the lakes. With limitation on the frequency of police patrols within the study area, **visitor behaviors may be improved with better management of recreation area access and capacity.**

GROWTH POTENTIAL

Growth potential is constrained in the Twin Lakes area due a preference by residents to maintain a rural lifestyle and the expense of installing public infrastructure. **Higher-intensity growth patterns supported by public water and sewer might be feasible in the long-term if channeled to specific locations.** Most study area properties could retain low-intensity development patterns, but the feasibility of growth area infrastructure may require that services extend to targeted properties outside of current municipal limits.

RECREATION MARKET

There has been sustained growth in camping across the country and Oklahoma – led by a primary market of highly-educated and high-income householders. **Allowing for the further development of outdoor recreation amenities and accommodations (both public and private) in the study area can be 'low-impact' to the landscape and provide for immediate revenue-generating opportunities.** Twin Lakes' activities and amenities should be specialized to reduce competition with lakes in the surrounding region.

CODE ENFORCEMENT

Public safety, water quality and area aesthetics are increasingly affected by deteriorating structures eroding shorelines and unmaintained properties. **Permitting processes and code enforcement policies may be modified to reduce hazards within the lakes and to maintain the value of property owner and lease-holder investments.**

RESOURCE PROTECTION

Maintaining the water quality and lands of Twin Lakes was a consistently high priority for most participants of the master planning process. **Protection of these vital natural resources requires both additional conservation measures and management of lake access.** A package of enhanced land development and clearance processes, proactive code enforcement measures and more robust permitting for access to the water can collectively serve to better maintain the qualities of the waters in Twin Lakes.

THE FUTURE DEVELOPMENT PLAN

The Twin Lakes Master Plan's Future Development Plan serves as a new blueprint for how the lands of the Twin Lakes study area will develop and be utilized over time. Based on the assessments conducted for this master planning process, and public and stakeholder feedback, the resulting Twin Lakes Future Development Plan map (see [Figure 2](#), page 12) and accompanying 'place type' descriptions serve as a visual representation of where development of varying types should be directed.

The Future Development Plan is only a part of the City's policies related to Twin Lakes' growth and development. Corresponding policies, practices, strategies and actions are also outlined in the Work Program section of this report. Adherence to and application of the land use, transportation, infrastructure, conservation and other topic-specific Work Program recommendations is necessary to implement the Future Development Plan in a contextually sensitive manner and to ensure consistency with this Master Plan's vision and guiding principles.

“OVER 83 PERCENT OF TWIN LAKES STUDY AREA LANDS ARE RESERVED AS RURAL OR CONSERVATION PLACE TYPES.”



FEATURES AND CONDITIONS

Although representing the City of Shawnee's official policy for study area growth and development, the Twin Lakes Future Development Plan depicted in this report is influenced by prominent pre-existing features and conditions. This Master Plan's accompanying work program includes strategies to ensure that these influencing characteristics are accommodated, modified or mitigated as necessary to facilitate changes advocated by the Master Plan.



LAND USE

Over 69 percent of all study area land is currently used for non-commercial uses. **Low density land uses should be retained on over 46 percent of study area properties.**



ZONING

Over 71 percent of all study area land is zoned for low-density residential uses. **The rezoning of some study area property may occur in conjunction with the availability of necessary public services.**



OWNERSHIP

The City of Shawnee owns roughly 52 percent of all land in the study area. **The City should survey and plat clear lease lot boundaries to accommodate mixed land uses and a variable fee structure.**



CHARACTER

The rural study area character is largely unimpaired by the visual clutter that can accompany unregulated higher intensity development. **Uniform design standards should be prepared for new development.**



NATURAL FEATURES

Many shoreline properties retain natural land cover, with a high percentage of shoreline property being heavily wooded. **Natural shoreline buffers be maintained and expanded.**



WATERSHED

The Twin Lakes have limited creeks feeding into the watershed, resulting in a lower recharge rate. **Watershed conservation methods must address development patterns and lake access.**



PUBLIC SERVICES

The provision of public services in the study area is limited due to its distance from the core of the city. **Near-term public service investments should focus on improving emergency response times.**



RECREATION

Study area parks and lake access points are in a state of deferred maintenance. **Capital park investments should promote visitation and include methods to increase the collection of fees.**

CREATING THE FUTURE DEVELOPMENT PLAN

The Twin Lakes Future Development Plan was created through a process called 'scenario planning.' Alternative futures for the Twin Lakes study area were imagined and mapped during a workshop with the Master Plan's Advisory Committee. The revenue potential of each potential growth scenario was measured to determine its long-term impact to Shawnee's financial stability. **Three scenarios were evaluated.**

BASE SCENARIO: BUSINESS AS USUAL

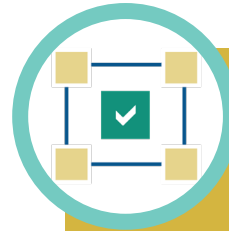
The "Business as Usual" scenario was a foundation to build upon. This scenario was based on continuing historic study area growth patterns with no changes to how the City collects revenues or provides public services. This scenario assumes an estimated annual deficit of nearly \$500,000 dollars to provide basic municipal services and does not improve recreational facilities.

SCENARIO A: STEP IT UP A NOTCH

The "Step It Up" scenario assumes an increase in residential development east of the lakes, the expansion of small-scale commercial development along OK-102, and the addition of new recreational amenities to support lake users. This scenario increased revenues for the City but still resulted in an annual deficit.

SCENARIO B: THINK BIG

The "Think Big" scenario assumes the provision of water and sewer to some study area properties, increased residential densities and commercial uses along the east side of the study area. Additional recreation areas are dispersed around the lakes. This scenario resulted in an annual deficit to the City due to insufficient development intensities to support the proposed infrastructure expansion.



CONSENSUS SCENARIO

The Twin Lakes Future Development Plan is based on a "Consensus Scenario." The Consensus Scenario blends elements of the prior scenarios - balancing the desire to retain the rural character in much of the study area with targeted increases development intensities that warrant the provision of municipal infrastructure.

Key Consensus Scenario Parameters:

- **Population Growth.** A presumed 2000-person increase in current study area population is assumed over a twenty-year period. This is a slightly higher rate of growth than projected for the City as a whole.
- **Infrastructure.** The scenario assumes the eventual provision of public water and sewer to property on the east side of the study area flanking OK 102.
- **Study Area Boundaries.** The feasibility of providing municipal water and sewer to the study area may require the provision of services to properties that are currently outside of the study area boundaries.
- **Build-out.** Only a small-percentage of residential and commercial parcels are projected to be built-out over the 20-year planning horizon to meet projected population growth. Additional development may be accommodated over an extended period of time.
- **Time Frame.** Full build-out of the scenario may take longer than a 20-year planning horizon.



USING THE FUTURE DEVELOPMENT PLAN

PLACE-BASED LAND USE PLAN

The Twin Lakes Future Development Plan map ([Figure 2](#)) establishes formal policy for future land use and development in the Twin Lakes study area. The future development map depicts the concept of 'place types' whereby land may develop with varying combinations of land uses, and according to particular building and site design characteristics. In addition to other adopted municipal plans, **Shawnee's Future Development Plan for Twin Lakes includes 12 distinct place types applied to property in the study area. [See the companion technical report for detailed place type descriptions.](#)**



PLAN ALIGNMENT

The place-based planning approach applied to the Twin Lakes Master Plan aligns with the land use framework adopted as part of the Shawnee Next Horizons Comprehensive Plan (2019). Ten of the 12 place types depicted in the Twin Lakes Future Development Plan map originate from the comprehensive plan but have been updated and redistributed on a case-by-case basis in this Master Plan.

FUTURE DEVELOPMENT PLAN INTERPRETATION In considering development proposals and zoning decisions for Twin Lakes study area properties, policy makers, plan implementers, developer and the public should make the following assumptions:

GENERALIZED MAP⁴

The Future Development Plan map should be interpreted generally and is not intended to provide the specificity or the rigidity of a zoning map or engineering document.

The boundaries between land uses on the map are “fuzzy” lines and are meant to show approximate areas for transition, rather than rigid boundaries. The exception to this are those areas that preserve floodplains and wetlands.

PROPERTY OWNERS DECIDE⁴

The Future Development Plan map depicts new land uses for privately owned properties. The transition of these properties from their current use to the depicted use is expected to occur slowly over time, in response to market demands, as property owners voluntarily sell, develop, or change the use of their land, or in the case of municipal properties, at the time the City chooses to promote new investment opportunities.

STREET CONNECTIVITY⁴

Critical arterial and collector street connections are specified on the Future Development Plan map, though the exact routes will depend on detailed engineering studies. Local streets will be determined as development occurs.

PRECEDENCE

The distribution of place types on the Future Development Plan map differs than those in the Shawnee Next Horizons Future Land Use Plan. New place types have also been added to the Future Development Plan while pre-existing land use classifications have been modified on a case-by-case basis.

Where such variations exist, the provisions of this Master Plan will take precedence.

4. Derived from Shawnee Next Horizons Comprehensive Plan (2019)

TWIN LAKES FUTURE DEVELOPMENT MAP LEGEND*



RURAL PLACE TYPES*

LAKE DISTRICT PLACE TYPES*

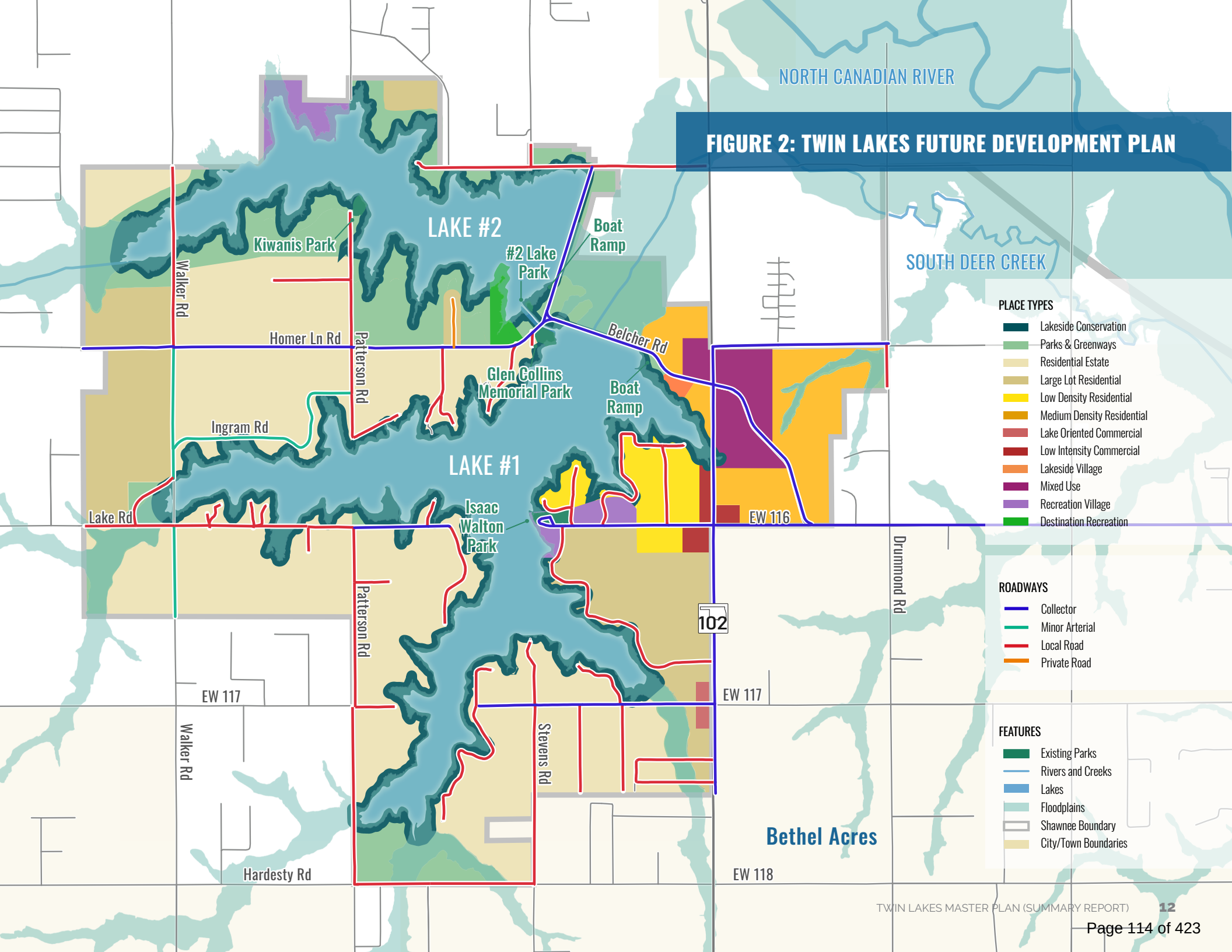
CONSERVATION PLACE TYPES*

PLACE TYPES

	ACRES	% OF AREA
 RESIDENTIAL ESTATE. Areas for large lot (5+ acre) rural living. May include themed or clustered subdivisions to preserve open space.	2584	48%
 LARGE LOT RESIDENTIAL. Neighborhoods emphasizing single-family detached homes on lots greater than one acre.	741	14%
 LAKE ORIENTED COMMERCIAL. Small-scale commercial services supporting resident and visitor recreational activities.	49	1%
 LOW DENSITY RESIDENTIAL. Neighborhoods emphasizing single-family detached homes with other single-family housing products permitted on case-by-case basis.	236	4%
 MEDIUM DENSITY RESIDENTIAL. Neighborhoods incorporating mixed housing including single-family detached, single-family attached and townhouses.	418	8%
 LOW INTENSITY COMMERCIAL. Commercial services for the immediate area but may also draw customers and employees from the larger city.	65	1%
 MIXED USE. Areas Diverse and complementary uses in close proximity. Higher-density mix of housing, retail, office, and services.	138	3%
 LAKESIDE VILLAGE. Mixed lakefront commercial and residential uses.	5	<1%
 DESTINATION RECREATION. Concentration of recreation, amusements and accommodations that provide unique entertainment and promote tourism.	4	<1%
 LAKESIDE CONSERVATION. Overlay area along the lakeside for shoreline protection.	N/A	N/A
 PARKS AND GREENWAYS. Areas intended to remain undeveloped and natural in character, and support low-impact recreational activities.	991	19%
 RECREATION VILLAGE. Low-impact overnight accommodations and services that support passive outdoor recreation activities.	99	2%

*See the Twin Lakes Master Plan's technical report for detailed place type development parameters.

FIGURE 2: TWIN LAKES FUTURE DEVELOPMENT PLAN



OUR WORK PROGRAM

OUR FUTURE DEVELOPMENT PLAN FOR TWIN LAKES REPRESENTS A LONG-TERM FUTURE THAT WILL OCCUR OVER AN EXTENDED TIME FRAME.

As we take steps to facilitate this future growth and development scenario however, we will initiate other actions to achieve our broader study area vision for the benefit of today's residents and visitors, and our natural resources.

Our Work Program includes over 64 recommended actions which can create a Twin Lakes that is more broadly enjoyed, environmentally secure, and better served than today.

ACTIONS BY TYPE

POLICIES AND PROGRAMS

Operational changes to enhance the delivery of public services to study area residents and visitors consistent with the Plan vision. Includes new or modified policies, programs, procedures, regulations, studies, and revenue generating arrangements.

INVESTMENTS

Anticipated near-term and long-term expenditures to implement the Twin Lakes growth and development vision. Includes large capital expenditures for infrastructure and amenity improvements and operational expenses to account for anticipated administration and maintenance needs.



ACTIONS BY TOPIC



Work Program actions are distributed across six grouped topics discussed in more detail within this Master Plan's companion technical report.

- **Growth Patterns.** Includes policies and practices that support the long-term implementation of the Future Development Plan.
- **Mobility.** Activities and investments to improve connectivity and access through and within the study area for motorists, bicyclists and pedestrians.
- **Utilities.** A mix of near-term enhancements to improve current service delivery and long-term actions to promote the Future Development Plan's build-out scenario.
- **Recreation.** Initiatives and investments to diversify recreational offerings and to increase visitation and revenue potential. Conceptual plans to improve the programming of City-owned recreation areas.
- **Public Safety.** Policies and investments to improve emergency service response times and to create a safer environment and experience for residents and visitors.
- **Natural Resources.** Methods to mitigate development impacts on study area water quality and to promote long-term resource conservation.

WORK PROGRAM PARAMETERS

Our Work Program initiatives and investments for Twin Lakes vary greatly by cost and scale. Each action listed in **Figures 2** through **7** (pages 15 through 36) includes details on preferred time frames for implementation, general costs, anticipated municipal action leaders, and guiding principles observed. Work Program parameters include:

- **STRATEGY TOPIC AND TYPE.** As described on the facing page.
- **TIMEFRAME.** Divided into short, mid, and long-term and reflects: **A)** An action's priority as determined during the planning process; and/or, **B)** Chronological order where the initiation of an action may be dependent on a prior action.
- **COST RANGES.** Planning level cost estimates for each listed action in 2023 dollars. Instructional only. All costs listed herein require further study or schematic design.
- **COORDINATING AGENCY.** The primary City department(s) which may oversee implementation efforts for individual actions. "Oversight" suggests that the coordinating City agency may lead implementation efforts or may facilitate or support implementation by partnering agencies. Where the City Manager's Office is placed in the Coordinating Agency column, it may be interpreted that the action has not yet been delegated or that one of the divisions within the City Manager's Office will be responsible for coordinating the action.
- **POTENTIAL PARTNERS.** One or more entities that may participate in implementing an individual action. May include City departments and non-municipal entities. Non-municipal partnering agencies (public or private) may lead implementation or may support the identified implementing City agency.
- **GUIDING PRINCIPLES.** Guiding Plan principles which are promoted or supported by the listed action.
- **CORRESPONDING STRATEGIES.** References to other associated Plan initiatives which may influence, or be influenced by, the listed action.

Image Source: Beth Hatley



WHERE DO I FIND IT?

Work Program overview and actions by topic are located on pages 15 through 36. Fast-forward to the topics of your choice here:

GROWTH PATTERNS

Go to pages 15 through 16

MOBILITY

Go to pages 17 through 20

UTILITIES

Go to pages 21 through 22

RECREATION

Go to pages 23 through 28

PUBLIC SAFETY

Go to pages 29 through 32

NATURAL RESOURCES

Go to pages 33 through 36



WANT TO KNOW MORE?

Please view the Master Plan's companion technical report for detailed descriptions of each recommended Work Program action.

GROWTH PATTERN RECOMMENDATIONS



Lakeside commercial growth promoted by Future Development Plan should promote the Twin Lakes as a destination - generally small in scale with elevated design treatments employing local natural accent materials (e.g. wood, stone)
Image Source: Drippingwithtaste.com

GROWTH PATTERNS IN THE TWIN LAKES STUDY AREA WILL ADHERE TO THE FUTURE DEVELOPMENT PLAN AS DESCRIBED BEGINNING ON PAGE 7. Nonetheless, there are accompanying strategies that may be implemented which will influence the **character** and feasibility of future development that is permitted within the study area.

Lot Lease Program. While the creation of the leased lots provide revenues to the City, the delineation of the lots are not clearly identified and fees for lease lots may not be consistent with market rates. The City should continue to survey and plat lease lots. A consideration of existing fees, as well as any future lease program fees should be evaluated to ensure they are consistent with market demand.

Lakeshore Protection Overlay. The Lakeshore Protection Overlay Zone is only applicable for leased properties along the lake. The overlay should apply to the entire lake and provide stricter native buffering and vegetation requirements to protect water quality standards.

Lake Specific Development Patterns. Generally, development patterns along Lake 1 should remain the same, with enhanced recreation facilities to accommodate overnight stays and improvements to the boat ramps. Additional recreation services should be evaluated on Lake 2 to provide services on the lake and lake shore. These uses can support recreation-based tourism for the study area. Park enhancements with overnight stay accommodations should be included to allow for greater use of Lakes while maintaining a more natural character.

FIGURE 2 LISTS 7 RECOMMENDED POLICIES AND PROGRAMS TO FACILITATE STUDY AREA GROWTH PATTERNS.

FIGURE 2: GROWTH PATTERN STRATEGIES

Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Coordinating Agency	Partnerships	Guiding Principle	Companion Strategy
Policy & Programs								
G.1	Future Development Plan. Use the Final Development Plan to guide growth and development in the study area.	Policy	O	N/A	Community Development	City Departments (various)	G	
G.2	Lot Lease Program. Modify the lake lot lease program to help offset the costs of providing public services.	Various	S	\$\$\$	City Manager's Office	Engineering	G	
G.3	Improvement Districts. Evaluate the adoption of an Improvement District for property within Lake District place types to help fund infrastructure projects.	Revenue	L	N/A	City Manager's Office	Community Development, Engineering	G	
G.4	Study Area Design Standards. Adopt design standards for non-residential development in the Twin Lakes area.	Regulation	S	\$	Community Development		G	M1
G.5	Conservation Development. Prepare and apply conservation subdivision standards.	Regulation	S	\$	Community Development		G	G7
G.6	Destination Recreation. Incentivize private investment in "Destination Recreation" attractions and accommodations.	Capital	M	\$\$\$	City Manager's Office	Community Development, Parks and Rec, Tourism	G, R	
G.7	Lake 2 Shoreline. Reserve a perpetual conservation buffer around Lake 2.	Policy	M	N/A	City Manager's Office	Community Development	G, R	G5, NR2

*Types of Strategies:

Study: Follow-up analysis or investigation required to determine the best solution.
 Regulation: New regulation or change to existing regulation requiring City Council action.
 Policy: New or modified formal process or procedure that guides City decisions.
 Partnership: Formal or informal agreement with an external entity to pursue shared goals.
 Revenue: New fee or revenue collection opportunity to support public projects.
 Program: A city initiative related to education, recreation, or sports.
 Capital: New or modified capital expenditure for a project.
 Operational: New or modified program or staffing arrangement.

**Timeframe:

S - Short-Term: 1-3 years
 M - Mid-Term: 3-5 years
 L - Long-Term: 5+ years
 O - Ongoing or Immediate

***Cost Considerations:

\$ - Less than \$50K
 \$\$ - \$50K - \$100K
 \$\$\$ - \$100K - \$500K
 \$\$\$\$ - \$500K - 2M
 \$\$\$\$\$ - More than 2M
 N/A - Operation of policy change
 - no significant additional cost

****Guiding Principle:

R: Provide beloved and beneficial recreational amenities
 P: Facilitate the efficient delivery of public services
 N: Embrace the stewardship of our natural resources
 G: Promote fiscally responsible growth patterns

MOBILITY AND ACCESS RECOMMENDATIONS



Lake Road bridge has a weight load that cannot hold most of the Shawnee fire fleet (above). Improvements to the bridge would allow more direct access to the study area via Lake Road as opposed to I-40.

STUDY AREA CONDITIONS

Roadways. The low-density roadway network in the Twin Lakes study area includes a mix of bordering and bisecting minor arterial and collector thoroughfares, and intersecting local roads. Other than State Highway (OK) 102, most study area roads are owned and maintained by the City of Shawnee.

Roadway cross-sections in the study area are indicative of a rural areas, with open ditches for drainage and no pedestrian facilities (paved shoulders are limited to OK 102). Low population densities and traffic volumes result in minor arterial and collector roadways being limited to two travel lanes and negates the need for signalization at intersections.

While the minor arterial and collector thoroughfares are paved, most of the local roads are surfaced with gravel. While pervious surface materials are more affordable for the City to purchase, consistently maintaining gravel roadways that is satisfactory to study area residents is an ongoing and time-consuming challenge.

Twin Lakes Study Area Roadways (2023)

Road Classification	Approx. Miles	Percentage
Minor Arterial	2.5	8%
Collector	11.9	36%
Local	18.2	56%
Totals	32.6	100%



Active Transportation. There are no facilities for pedestrians or bicyclists in the study area. The Shawnee Next Horizons Comprehensive Plan (2019) includes a goal to provide better connectivity throughout Shawnee through a, "...connected network of trails, sidewalks, bicycle facilities, and roadways." Applying this goal to Twin Lakes aligns with community preferences to include trails as a key recreational amenity.

WORK PROGRAM

As the Twin Lakes population grows, it will be critical to enhance access to and mobility within the study area. Near-term mobility network improvements should provide enhanced access to the study area for emergency service vehicles and promote increased longevity of unpaved road surfaces. Long-term improvements should include the gradual implementation of urban roadway standards for new development in Lake District Place Types.

Multi-modal access opportunities in the study area should also be provided for recreation and transportation. (The pending draw down of Lake #1 and levee improvements offers a prime opportunity to incorporate trail connectivity between the lakes.) Incorporating bicycle and walking facilities within the study area, and special transit routes from Shawnee proper during events or peak visitation, can provide better access to lakeside recreation areas and future development.

FIGURE 3 (PGS. 19 & 20) LISTS 11 RECOMMENDED POLICIES AND INVESTMENTS TO ENHANCE STUDY AREA MOBILITY AND ACCESS.

Soft surface trails (right) can blend into natural and rural settings while providing access to recreation and transportation options.



FIGURE 3: MOBILITY AND ACCESS STRATEGIES

Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Coordinating Agency	Partnerships	Guiding Principle	Companion Strategy
Policies & Programs								
M.1	Roadway Cross-sections. Adopt roadway cross-sections for the Twin Lakes area to include multi-modal transportation elements, such as shoulders, sidewalks, or trails.	Policy	S	N/A	Engineering	Community Development	G, P	G4
M.2	Roadway Improvement District. Consider adopting a roadway improvement district in the study area.	Revenue	M	\$	Finance	Engineering	P	
M.3	Capital Improvements Plan. Create metrics to incorporate transportation needs into the Capital Improvements Plan.	Policy	O	N/A	City Manager's Office	Engineering	G, P	U.3
M.4	Transit Opportunities. Create transit options to provide accessibility to future study area attractions and events.	Partnership	L	N/A	City Manager's Office	Community Development, Tourism, COTS	G, P	
M.5	Trails and Bikeways. Conduct a feasibility study to prioritize and phase study area trail and bikeway design and construction.	Study	S	\$\$\$	Engineering	Parks and Rec	G, R	R4, R31 - R34

***Types of Strategies:**

Study: Follow-up analysis or investigation required to determine the best solution.
 Regulation: New regulation or change to existing regulation requiring City Council action.
 Policy: New or modified formal process or procedure that guides City decisions.
 Partnership: Formal or informal agreement with an external entity to pursue shared goals.
 Revenue: New fee or revenue collection opportunity to support public projects.
 Program: A city initiative related to education, recreation, or sports.
 Capital: New or modified capital expenditure for a project.
 Operational: New or modified program or staffing arrangement.

****Timeframe:**

S - Short-Term: 1-3 years
 M - Mid-Term: 3-5 years
 L - Long-Term: 5+ years
 O - Ongoing or Immediate

*****Cost Considerations:**

\$ - Less than \$50K
 \$\$ - \$50K - \$100K
 \$\$\$ - \$100K - \$500K
 \$\$\$\$ - \$500K - 2M
 \$\$\$\$\$ - More than 2M
 N/A - Operation of policy change
 - no significant additional cost

******Guiding Principle:**

R: Provide beloved and beneficial recreational amenities
 P: Facilitate the efficient delivery of public services
 N: Embrace the stewardship of our natural resources
 G: Promote fiscally responsible growth patterns

FIGURE 3: MOBILITY AND ACCESS STRATEGIES (CONT.)

Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Coordinating Agency	Partnerships	Guiding Principle	Companion Strategy
Investments								
M.6	Levee Improvements. Evaluate improvements to protect the integrity of the levees, improve access by large vehicles, and incorporate a trail system.	Capital	O	\$\$\$\$\$	Engineering		P	M5, R31
M.7	Bridge Improvements. Initiate improvements to the Lake Road bridge to accommodate Fire/EMS vehicles and RV travel.	Capital	M	\$\$\$\$\$	Engineering		P, R, G	
M.8	Underpass Improvements. Lower the grade of Benedict Street between Kennedy Ave. and Daley St. to allow for Fire/EMS vehicles to traverse under the railroad crossing.	Capital	L	\$\$\$\$\$	Engineering		P	
M.9	S. McCloud Road. Upgrade South McCloud Road to provide RV/travel trailer access to the Recreation Village on the north side of Lake 2.	Various	L	\$\$\$\$	Engineering	County, City, City Manager's Office	P, R, G	
M.10	Lake Road Realignment. Relocate Lake Road between Brown Road and Burlison Road away from the edge of Lake 1.	Capital	L	\$\$\$\$\$	Engineering		P, N	
M.11	Glen Collins Park Intersection. Commence design work for the improvements at the intersection of Belcher Road, Homer Lake Road, and Lake 2 Dam Road.	Capital	M	\$\$\$\$\$	Engineering	Public Works, Parks and Recreation, Community Development	P, R, G	Glen Collins Park Improvements

UTILITY RECOMMENDATIONS

STUDY AREA CONDITIONS

Water and Wastewater. While the Twin Lakes serve as Shawnee's primary water source, public water and sewer is not available in the study area. The nearest municipal pipe connection for water and sewer is approximately eight miles to the east, in Shawnee proper. All properties within the study area are served by private wells and septic systems, including those along the lake shore.

The Pottawatomie County Development Authority (PCDA) operates a rural water district to the east and south of the study area, outside of the municipal limits but it does not provide access to sewer. Despite the close proximity, no study area properties are served by the PCDA.

Other Utilities. Twin Lakes residents receive electric and gas services from third party companies, such as Oklahoma Gas and Electric (OG&E), Canadian Valley Electric, and Oklahoma Natural Gas (ONG).

WORK PROGRAM

The higher development intensities promoted within the Twin Lakes Future Development Plan's Lakes Area Place Types are dependent on the eventual provision of public water and sewer to the study area. Given the significant up-front public expenditures that would be required of the City to extend water lines to the site, and to develop a small wastewater treatment facility, prospects for corresponding private development to occur must be high (in the form of substantially sized "destination recreation" or other planned development) to ensure an immediate customer base. **The City should strongly consider soliciting public and/or private development partners to facilitate the future development patterns recommended by this master plan.**



The City will need to evaluate funding sources, user fees, and policies related to eventual system expansion to ensure adequate long-term capacity and immediate revenue opportunities for the provision of service. As the population continues to grow and expand, additional investments in telecommunications service should be evaluated to eliminate weaknesses in coverage zones.

FIGURE 4 (PG. 22) LISTS 7 RECOMMENDED POLICIES AND INVESTMENTS TO ENHANCE STUDY AREA UTILITIES.

Figure 4 Footnotes

*Types of Strategies:	**Timeframe:
Study: Follow-up analysis or investigation required to determine the best solution. Regulation: New regulation or change to existing regulation requiring City Council action. Policy: New or modified formal process or procedure that guides City decisions. Partnership: Formal or informal agreement with an external entity to pursue shared goals. Revenue: New fee or revenue collection opportunity to support public projects. Program: A city initiative related to education, recreation, or sports. Capital: New or modified capital expenditure for a project. Operational: New or modified program or staffing arrangement.	S - Short-Term: 1-3 years M - Mid-Term: 3-5 years L - Long-Term: 5+ years O - Ongoing or Immediate
***Cost Considerations:	
	\$ - Less than \$50K \$\$ - \$50K - \$100K \$\$\$ - \$100K - \$500K \$\$\$\$ - \$500K - 2M \$\$\$\$\$ - More than 2M N/A - Operation of policy change - no significant additional cost
****Guiding Principle:	
R: Provide beloved and beneficial recreational amenities P: Facilitate the efficient delivery of public services N: Embrace the stewardship of our natural resources G: Promote fiscally responsible growth patterns	

FIGURE 4: UTILITIES STRATEGIES

Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Coordinating Agency	Partnerships	Guiding Principle	Companion Strategy
Policies & Programs								
U.1	User Fees. Adopt higher connection fees for utility users outside of the City limits.	Revenue	L	N/A	Public Works	City Manager's Office, City Clerk	P	U6, U7
U.2	Connections. Require new development to extend lines beyond the city's initial installation of pipes.	Policy	L	N/A	City Manager's Office	Engineering, Comm. Dev., Public Works	P	U6, U7
U.3	Capital Improvements Plan. Create metrics to incorporate utility needs into the Capital Improvements Plan.	Policy	O	N/A	Engineering	Finance, Public Works, City Manager's Office	G, P	M.3
U.4	Utility Master Planning. Integrate water and wastewater recommendations from this plan into any city-wide master plans.	Study	S	\$\$\$	Public Works	Engineering	P	
U.5	Telecommunications. Evaluate broadband, telecommunications, and wifi coverage throughout the study area and surrounding areas.	Partnership, Study	S	\$\$\$	Community Development	Engineering, Surrounding communities	G, P	
Investments								
U.6	Water Service. Extend a main water line to the Twin Lakes to accommodate growth that aligns with the Future Development Plan.	Capital	L	\$\$\$\$\$	Public Works	Engineering	G, P	U4
U.7	Wastewater Service. Provide wastewater services to the Twin Lakes to accommodate growth that aligns with the Future Development Plan.	Capital	L	\$\$\$\$\$	Public Works	Engineering	G, P, N	U4

RECREATION RECOMMENDATIONS

STUDY AREA CONDITIONS

The City of Shawnee maintains four (4) lakeside public recreation areas and two (2) boat ramps within the Twin Lakes study area. Motorized and non-motorized boats are allowed on both lakes while swimming, personal watercraft, and towables are limited to Lake 1. While Glen Collins Park provides some play spaces/amenities, most recreation area land-based amenities are accessory to and support water-based activities.

The City requires permits for specific uses at Twin Lakes including:

- **Boating.** Boating permits are required for all boats and personal watercraft. These permits provide the greatest source of recreation permit revenues for the City and can be purchased as a day-use permit or annual permit.
- **Fishing.** Fishing permits are required to fish along the shoreline or on Lake 1 and 2. Fishing permits can be purchased as a day-use permit or annual permit and can be purchased with boating permits as a combination set. Fishing permits are not required for individuals over the age of 65.
- **Hunting.** Hunting is allowed on city-owned property on Lake 1 and Lake 2 based on permitting, seasonal allowances, and a species-by-species basis (Div. 5 of the Code of Ordinances). Hunting permits yield little City revenue and are not required for individuals over the age of 65.
- **Camping.** Camping permits are required to use primitive (tent) campsites at Isaac Walton Park. The camping area does not accept reservations.
- **Gathering Spaces.** Covered pavilions can be rented for \$25 dollars per 3-hour block.

There are three options to purchase permits for the Twin Lakes. The City's Parks and Recreation web page provides a link to purchase permits online, cash drop boxes are available at the parks, or a resident can purchase permits at the Recreation Center in person (during regular Monday - Friday business hours). Permitting enforcement is difficult with the current system, as there are not stickers for boats nor is there clear guidance on if printed permits are necessary.

WORK PROGRAM

Participants in the Twin Lakes master planning process recognized the potential for lakeside recreation areas to be transformed into "destinations" that attract both local and regional visitors, generate sufficient revenues to offset operational costs, and promote community pride. The recreational market assessment conducted for this Master Plan confirms a growing market for outdoor recreation opportunities and associated accommodations and services. **Shawnee's pathway toward creating "destination recreation" at the Twin Lakes begins by increasing local visits with up-front investments that are supported by focused and deliberate efforts to capture additional revenues.**

Safety. The two principal (and contrasting) safety concerns at Twin Lakes are the rowdy lakeside and on-water behavior of visitors during peak summer months, and seclusion at camping areas during non-peak times. A dedicated police dock and vessel would quicken response time for emergencies and allow the patrol the lakes more readily. Minimum services (e.g. gates, showers, restrooms, laundry, etc.) should be provided to all current and proposed camping areas not only to provide a higher level of comfort to potential visitors, but to enable the recruitment of resident security or camp hosts.

Investments. While recent investments have been made to replace the recreation area restroom facilities, the City acknowledges that current revenues limit its ability to address other maintenance needs within a desirable time frame. Some apparent needs include:

- Relocation of swimming beaches to reduce maintenance needs.
- Additional waste receptacles at picnic tables with grills.
- Replacement of the children's play equipment.
- Develop a strategy to best implement accessibility at the kayak launch, including, but not limited to possible relocation.
- Lake 1 boat ramp maintenance.
- ADA improvement measures (i.e. accessible routes to picnic tables, kayak launch, etc.).
- Improvements to pavilions to modernize the facilities.

These issues are referenced as part of site-specific conceptual plans that were prepared for each of the Twin Lakes recreation areas (summarized on pages 27 and 28). Detailed information can be found in the Master Plan's technical report.



Revenues. Revenues derived from the existing permitting process are limited and are not sufficient to pay for current maintenance needs, much less to fund additional amenities. The City's near-term approach for reducing revenue shortfalls is three-tiered: **A)** Improving existing permitting process; **B)** Making all recreation areas fee-access; and **C)** Investing in enhanced overnight accommodations. Adjustments to permitting processes may include:

- Boat stickers to easily identify those who have a permit.
- Printed or digital permits for hunting and fishing.
- Camping reservations accompanied by a permit.
- Parking for non-trailer vehicles in City parking lots to monitor lake usage and increase revenues.
- Increased pavilion rental fees during busier months.
- Improvements to the online and on-site permitting systems to streamline permitting.
- Gates and fee stations at all recreation area access points.

FIGURE 5 (PGS. 25 & 26) LISTS 14 RECOMMENDED POLICIES AND INVESTMENTS TO ENHANCE STUDY AREA RECREATION.

(NOTE: ADDITIONAL RECREATION AREA-SPECIFIC RECOMMENDATIONS ARE SUMMARIZED ON PAGES 27 AND 28. DETAILS MAY BE FOUND IN THE COMPANION TECHNICAL REPORT.)

Camping at Isaac Walton Park (left). The outdoor recreation market assessment conducted for this Master Plan shows that rental rates and occupancy rates increase concurrently as overnight accommodations are enhanced. A concerted effort to invest in enhanced overnight accommodations (e.g., RV sites, yurts, cabins, lodges) can increase overall visitation and visitor expenditures.

FIGURE 5: RECREATION STRATEGIES

Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Coordinating Agency	Partnerships	Guiding Principle	Companion Strategy
Policies & Programs								
R.1	Event Programming. Partner with host organizations to recruit revenue-producing events.	Program	M	\$\$	Tourism	Parks and Rec - Public Works	R	
R.2	Swimming. Allow swimming on Lake 2.	Policy	O	N/A	City Manager's Office	Parks and Rec - Public Works	R	NR.1, R17, R26
R.3	User Fees. Adopt user fees for lake uses, including parking, camping, fishing, boating, hunting, rentals, etc.	Policy	O	\$	Parks and Rec - Public Works	City Manager's Office	R	PSH.12, R12, R17, R20, R25, R28
R.4	Recreation Partners. Develop partnerships to help construct and maintain soft surface trails around Lake 2.	Partnership	S	N/A	Parks and Rec - Public Works	City Manager's Office, Engineering	R	
R.5	Private Vendors. Incorporate small scale commercial uses within lake parks.	Policy, Revenue	O	\$	City Manager's Office	Community Development, Tourism	R, G	
R.6	Boat Permits. Require permits for all boats operating on the lakes.	Policy	O	\$	City Manager's Office	Parks and Rec - Public Works, Police	R, P	PHS.3
R.7	Public Art. Incorporate cultural and public art elements into public parks.	Policy	O	N/A	Parks and Rec - Public Works	Community Development, Tourism	R	

*Types of Strategies:

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S - Short-Term: 1-3 years
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 \$\$\$\$\$ - More than 2M
 N/A - Operation of policy change
 - no significant additional cost

****Guiding Principle:

R: Provide beloved and beneficial recreational amenities
 P: Facilitate the efficient delivery of public services
 N: Embrace the stewardship of our natural resources
 G: Promote fiscally responsible growth patterns

FIGURE 5: RECREATION STRATEGIES (CONT.)

Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Coordinating Agency	Partnerships	Guiding Principle	Companion Strategy
Policies & Programs								
R.8	Plan Integration. Integrate the recommendations from this master plan into updated parks and recreation master plans	Study	S	\$\$\$	Community Development	Finance, City Manager's Office, Parks and Rec	R	
R.9	Lakes Recreation Fund. Create a designated fund to directly support the long-term operation and maintenance of recreation-related investments.	Regulation	S	N/A	City Manager's Office	Finance	R	
R.10	Master Plans. Prepare detailed master plans for each recreation area to generate precise programming, phasing, and cost estimates.	Study	O	\$ - \$\$\$	Community Development	Finance, City Manager's Office, Parks and Rec	R	
Investments								
R.11	Recreation Area Staffing. Create new park enforcement and maintenance positions to monitor and maintain park improvements, overnight stay areas, and park areas.	Operational	L	\$\$\$	Parks and Rec - Public Works	Finance, City Manager's Office	R, P	PSH.10, PSH.11
R.12	Permitting System. Implement a permitting payment system that uses current best practices and user-friendly technology.	Capital	O	\$\$	Parks and Rec - Public Works	Finance, IT, Police	R	
R.13	Marketing. Increase marketing for revenue-producing efforts at Twin Lakes.	Operational	O	\$\$	Tourism	Parks and Rec - Public Works	R, G	
R.14	Recreation Equipment. Purchase and rent equipment to boost study area recreational activities.	Capital	M	\$\$\$	Parks and Rec - Public Works		R	

TWIN LAKES RECREATION AREA RECOMMENDATIONS

The master planning process for Twin Lakes included the development of concepts for municipally-owned and operated recreational areas (parks) abutting Lake 1 and Lake 2. These concepts consider how each park might be "re-programmed" to: **A)** Enhance the daily experiences of visitors; and **B)** Increase revenue-generating opportunities to help fund long-term operations and maintenance activities.

Realization of the four recreation area concepts is viewed as a phased and multi-year endeavor. Successful development of these ideas will also be influenced by implementation of the Future Development Plan. Collectively, the recreational area investments recommended herein assume the following conditions:

- New camping options will be provided.
- Recreational areas will be fee access to boaters and motorists.
- Boat traffic will be limited by gated access and parking capacity.
- Site enhancements will include conservation measures including shoreline preservation.

GLEN COLLINS PARK⁵



Glen Collins Park is envisioned as the Twin Lake's premier lake destination catering to residents and visitors from the Oklahoma City and beyond. This fee-accessed area would consolidate recreational properties on Lake 1 and Lake 2 into one park.

Significant features may include an inclusive shoreline play area facing Lake 2, enhanced boathouse, trails network, RV camping area on Lake 1 in place of the current Glen Collins Park, and restored shorelines. Expansion opportunities may include public/private partnerships for lodging, event venues, and more.

(Applicable Strategies: R.15 - R.19)⁶

LAKE 1 BOAT RAMP



The Lake 1 Boat Ramp Park would remain Shawnee's principal access for motorized boating. Features include ramp and pier improvements, a new swim beach, hill top lawn and play areas, and supporting restrooms and concessions. This fee-accessed park would also be connected to an extensive multi-use trails system.

Space would be provided for a new police boat launch with the long-term option of facilities for additional pre-positioned public works and public safety equipment, and including potential office space for future staffing.

(Applicable Strategies: R.20 - R.24)⁶

5. The Glen Collins Park concept includes property facing Lake #2.

6. Actions found in the companion Technical Report.



ISAAC WALTON PARK



Isaac Walton Park can be transformed into a managed camping facility that provides upgraded RV facilities or other "glamping" opportunities for lake visitors and guests to the adjacent private events venue.

Isaac Walton Park amenities may include:

- **RV Camping.** Shaded RV spaces with water and electricity.
- **Glamping Options.** Furnished yurts, tents, Airstreams, or other.
- **Bathhouse.** Restrooms, showers, laundry, concessions, and gathering spaces for large groups.
- **Managed Access.** Gated and fee-access with camp host.
- **Nature Preserve.** Maintained tree canopy and restored shorelines.

(Applicable Strategies: R.28 - R.30)⁶

KIWANIS PARK



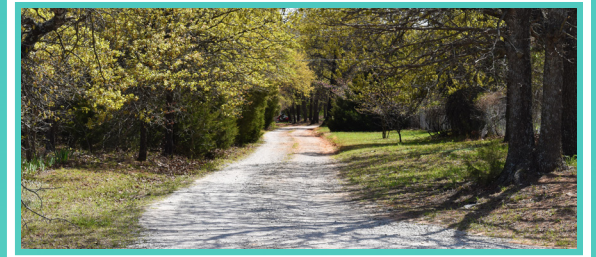
Kiwanis Park is envisioned as Shawnee's premier primitive camping facility and day-use area. Recreation features in this fee-entry area would allow for managed access (including a camp host) to Lake #2 in a manner that promotes low-impact activities and conservation.

Kiwanis Park amenities may include:

- **Tent Camping.** With basic restroom/shower facilities.
- **Day-use Amenities.** Pavilion, picnic areas, play areas.
- **Boat Launch.** For kayaks and canoes.
- **Trails Network.** Internal loops and connection to the "Lake Loop."
- **Nature Preserve.** Maintained tree canopy and restored shorelines.

(Applicable Strategies: R.25 - R.27)⁶

TWIN LAKES TRAILS



A multi-use trails system of over 13 miles for hiking and bicycling would provide extensive access to municipal properties surrounding the Twin Lakes. Much of the network is envisioned as soft-surface trails with paved segments within recreation areas and proximate to roadways or other built features.

Key trail segments may include:

- **Lake Loop.** Extending around Lake 2.
- **Levee Trail.** Connecting Glenn Collins Park with Boat Ramp #1 across Lake 1's reconstructed levee.
- **Outflow Trail.** Connecting to a regional network at the levee base.
- **Lake 1 Connector.** Between Boat Ramp 1 and Isaac Walton Park.

(Applicable Strategies: M5, M6, R.31 - R.33)⁶

PUBLIC HEALTH AND SAFETY RECOMMENDATIONS

STUDY AREA CONDITIONS

Public health and safety services provided by the City of Shawnee to properties in the Twin Lakes study area include police, fire, emergency medical (EMS) response and code enforcement. Provision of these services to Twin Lakes residents and visitors is an ongoing challenge due to the area's distance from Shawnee proper and its low population density.

Police. Over a recent two-year period (March 2020 - September 2022), the Shawnee Police Department responded to over 300 calls for service originating from properties in the Twin Lakes Study area. Principal police calls for service at Twin Lakes included health emergency assistance, 9-1-1 calls without incidents, welfare checks, suspicious activity, and similar offenses.

While there are regular police patrols in the study area, Shawnee does not have the staff for a patrol squadron solely assigned to the Twin Lakes area. Response times vary based on where the patrols are located at the time of a call. During the summer months, there is additional coverage during the day to monitor parks more frequently.

Fire/EMS. Between March 2020 and September 2022, the Shawnee Fire Department responded to over 126 calls for service originating from properties in the Twin Lakes Study area. Over a quarter of the calls were canceled in route, 14 percent were related to fires, and two (2) percent of calls were for water or ice-related rescues.

The City's fire stations are in Shawnee proper, with the nearest station in downtown Shawnee. When responding to emergencies, responders typically use I-40 to access the lake area due to roadway constraints between Shawnee proper and the study area.

Code Enforcement. The City of Shawnee's building and nuisance code enforcement responsibilities are administered by the Engineering Department. Relevant codes for which code enforcement officers are dispatched include:

Sec. 16-325 - Boathouse, dock facilities; liability of city

Sec. 20-170 - Enumeration

Sec. 20-171 - Public peace and safety

Sec. 20-173- Loud sound from amplification systems

Sec. 20-202 - Health nuisances

Sec. 20-203 - Littering

Although building code enforcement is pro-actively applied during the building and land development process, the City of Shawnee's policy toward nuisance code enforcement is largely complaint-driven, with enforcement officers responding to citizen requests for service.

WORK PROGRAM

Public Safety. Emergency response times for public safety services (police, fire, and EMS) to respond to calls for service originating from Twin Lakes should be reduced. The near-term efforts to reduce response times should be to work with partnering jurisdictions on roadway investments that provide a more direct route (Benedict Street/Lake Road) to the study area from Shawnee proper (**Figure 3**, page 20). These capital investments may be further bolstered by re-evaluation of existing intergovernmental service agreements.

With a low population and population density, the desire for permanent police and fire stations within the study area in the short-term, is not feasible. Shawnee must balance the needs of the study area with resource requirements in Shawnee proper. Pre-positioned resources such as a new police dock and boat, may assist response times and improve on-water patrolling during busy summer months in the meantime. "Pre-positioning" of staff resources may also be accommodated in a targeted manner by providing housing at recreation areas for public safety staff.

FIGURE 6 (PGS. 31 & 32) LISTS 15 RECOMMENDED POLICIES AND INVESTMENTS TO ENHANCE STUDY AREA HEALTH AND SAFETY.

There are multiple pre-fabricated designs that can be purchased to provide for public safety staff that is stylish and enticing in return for improved security (above right). Image Source: smallhousebliss.com



Code Enforcement. The current system for code enforcement is reactive and complaint based. A proactive approach may need to be taken to improve safety on the lakes, including the evaluation of docks and shoreline seawalls. This may include an annual permit, inspection for all docks to ensure they are safely maintained and do not obstruct boating flow, and regular visual inspections for shoreline debris reduce the intrusion of man-made materials into the lakes and the encroachment of structures into shoreline buffers.

FIGURE 6: PUBLIC HEALTH AND SAFETY STRATEGIES

Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Coordinating Agency	Partnerships	Guiding Principle	Companion Strategy
Policies & Programs								
PHS.1	Public Safety District. Determine the feasibility of a public safety district to supplement police and fire resources.	Revenue	L	\$	City Manager's Office	Fire/EMS, Police	P	
PHS.2	Police Presence. Continue enhanced police presence during summer months	Policy	O	\$\$\$	Police		P	
PHS.3	Boat Stickers. Institute sticker permits for all boats to aid in law enforcement.	Revenue	O	\$	Parks and Rec - Public Works	Police	P	
PHS.4	Derelict Docks. Implement an additional fee for the public removal of derelict docks.	Policy	S	\$\$	City Manager's Office	Finance, City Commission	N, P	
PHS.5	Code Enforcement Process. Adopt proactive code enforcement measures related to the protection of the lake shore.	Regulation	S	\$	Engineering	Community Development	G, N	NR.2
PHS.6	Dock Permits. Require annual dock permit renewal with inspections to ensure the safety and quality of docks.	Regulation, Revenue	O	\$	Engineering	City Manager's Office	R	NR.5
Investments								
PHS.7	Police Dock. Construct a police dock on Lake 1 with a new patrol boat and unit to monitor the lakes	Capital, Operational	S	\$\$\$\$	Police		P	
PHS.8	Emergency Access. Ensure Lake 2 has proper emergency services access and accommodations.	Capital	Varies	\$\$\$	Police	Engineering	P	

FIGURE 6: PUBLIC HEALTH AND SAFETY STRATEGIES (CONT.)

Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Coordinating Agency	Partnerships	Guiding Principle	Companion Strategy
Investments								
PHS.9	Police Services. Reserve space for a future substation to serve the study area when calls for service volumes increase.	Operational	L	\$\$\$	Police		P, G	
PHS.10	Fire Services. Reserve space for a future fire station in the study area when calls for service volumes increase.	Various	L	\$\$\$\$	Public Works	Finance, Fire/EMS	P, G	
PHS.11	Camp Hosts. Utilize "Camp Hosts" to monitor campgrounds.	Operational	L	\$\$	Parks and Rec - Public Works	Finance	P, R	
PHS.12	Public Safety Housing. Include housing for public safety at campground locations.	Capital	L	\$\$\$	Parks and Rec - Public Works	Police	P, R	
PHS.13	Recreation Area Access. Install gate-controlled access to recreation areas.	Capital	O	\$\$\$	Parks and Rec - Public Works		P	
PHS.14	Code Enforcement Officer. Create a new code enforcement position to proactively monitor and enforce regulations.	Operational	S	\$\$	Engineering	Finance	G, P	
PHS.15	Code Enforcement System. Improve reporting and monitoring systems for code enforcement cases.	Operational	O	\$\$	Engineering	Community Development, Finance	G	

***Types of Strategies:**

Study: Follow-up analysis or investigation required to determine the best solution.
 Regulation: New regulation or change to existing regulation requiring City Council action.
 Policy: New or modified formal process or procedure that guides City decisions.
 Partnership: Formal or informal agreement with an external entity to pursue shared goals.
 Revenue: New fee or revenue collection opportunity to support public projects.
 Program: A city initiative related to education, recreation, or sports.
 Capital: New or modified capital expenditure for a project.
 Operational: New or modified program or staffing arrangement.

****Timeframe:**

S - Short-Term: 1-3 years
 M - Mid-Term: 3-5 years
 L - Long-Term: 5+ years
 O - Ongoing or Immediate

*****Cost Considerations:**

\$ - Less than \$50K
 \$\$ - \$50K - \$100K
 \$\$\$ - \$100K - \$500K
 \$\$\$\$ - \$500K - 2M
 \$\$\$\$\$ - More than 2M
 N/A - Operation of policy change
 - no significant additional cost

******Guiding Principle:**

R: Provide beloved and beneficial recreational amenities
 P: Facilitate the efficient delivery of public services
 N: Embrace the stewardship of our natural resources
 G: Promote fiscally responsible growth patterns

NATURAL RESOURCES RECOMMENDATIONS



STUDY AREA CONDITIONS

The lakes of the Twin Lakes reservoir were constructed to contribute to the City of Shawnee's drinking water supply. Together, the Twin Lakes provide 25 miles of shoreline and accommodate approximately 29,300 acre-feet of water, though the water levels vary during periods of drought or excessive rainfall.

Shorelines cleared in favor of lake walls (above) create hard edges that are susceptible to waves and currents and increase erosion rates.

Water Source. While the Twin Lakes are the primary source of Shawnee's drinking water, the floodplain and watershed are relatively limited in size. Changes in elevation are minor while there are low volumes of water that can be collected in stream channels. This impacts their recharge rate. Land development within the watershed is primarily rural and agricultural lands or open space. While this may help in filtration of stormwater runoff, it may also limit the amount of water entering the lakes as water is absorbed into the ground during smaller rain events. According to the MultiReservoir Yield and Operations Analysis (2012) performed for the City's water sources, there is sufficient capacity in the City's reservoir system (including Wes Watkins Lake) to supply water to the City through the study year of 2060.

Shoreline Structures. Many residents around Lake 1 have constructed seawalls, replacing native vegetation along the shoreline. Due to wave activity and winds, some of the seawalls have failed, releasing additional sediment and materials into the water. This effects overall water quality and erosion rates along the lakes edge. Unlike Twin Lakes, similar lakes that are a source of a City's drinking water are often regulated by the U.S. Army Corps of Engineers (USACE) and subject to USACE lake shore buffers with native vegetation to help protect and preserve water quality and shoreline stabilization.

WORK PROGRAM

Although the Twin Lakes are an important recreational amenity for the residents of Shawnee, their principal role as the City's primary source of drinking water requires that long-term water quality preservation is prioritized by the community. Water resources conservation and enhancement strategies must address three key considerations: **A)** Lake usage; **B)** Development patterns; and **C)** Restoration.

Shoreline Protection/Restoration. Shoreline protection and restoration measures to control erosion and reduce turbidity may include:

- Modifying setbacks and buffer requirements from the lake shore.
- Requiring the use of "low impact development" techniques for any commercial or more intensive development near the lake shore.
- Permit management for lakeside structures and docks.
- Limiting public roadways within the floodplain, or relocating existing roads out of the floodplains to not block water flow.

Lake Usage. Measures to manage lake activity can limit pollutants that may enter the water. While it may be appropriate to maintain motorized boats on Lake 1, limitations on Lake 2 boat usage to man-powered boats such as kayaks and canoes should be considered in the long-term. By reducing oils and gas from motorized boats entering the water at Lake 2, it will protect water quality and support the passive recreation focus being promoted on this relatively undisturbed water body.

Invasive Species. Zebra Mussels have been detected in the Twin Lakes. Invasive species pose a risk to local ecology and ecosystems. Shawnee should continue to support efforts to reduce the growth of the Zebra Mussel population.

FIGURE 7 (PGS. 35 & 36) LISTS 11 RECOMMENDED POLICIES AND INVESTMENTS TO ENHANCE NATURAL RESOURCE CONSERVATION.



Shoreline restoration projects at municipal recreation areas such as Glen Collins Park (above) can serve as important conservation precedents at Twin Lakes.

FIGURE 7: NATURAL RESOURCES STRATEGIES

Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Coordinating Agency	Partnerships	Guiding Principle	Companion Strategy
Policies & Programs								
NR.1	Boating Activity. Establish "No Wake" zones at strategic locations on Lake 2.	Policy	O	N/A	City Manager's Office	Police	R, N	
NR.2	Lake Protection Zone. Update the Lake Protection Zone Regulations (Ch. 22 of the LDC) to stabilize shorelines.	Regulation	O	N/A	Community Development	City Manager's Office	N	G7
NR.3	Infrastructure Connections. Require connections to wastewater when available for properties in the area to limit septic tanks near the lake shore.	Policy	L	N/A	Utilities	Engineering	P, N	U7
NR.4	Zebra Mussels. Increase education and outreach to reduce the impact of Zebra Mussels.	Program	O	\$	Parks and Rec - Public Works		N	NR10
NR.5	Low-impact Development. Adopt "low impact development" techniques to protect the watershed.	Regulation	S	N/A	Community Development	Engineering	N	G.5
NR.6	Informational Signage. Incorporate informational signage and educational opportunities related to natural features and ecosystems.	Program	S	\$	Parks and Rec - Public Works	Tourism	N, R	
NR.7	Environmental Partnerships. Identify partnerships to help with lake shore restoration.	Partnership	O	N/A	Parks and Rec - Public Works		N	

FIGURE 7: NATURAL RESOURCES STRATEGIES (CONT.)

Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Coordinating Agency	Partnerships	Guiding Principle	Companion Strategy
Investments								
NR.8	Shoreline Restoration. Restore lake shorelines including the use of native vegetation that will support long-term water quality and reduce erosion.	Capital	S	\$\$	Public Works	Engineering	N	G7
NR.9	Infrastructure Debris. Remove infrastructure debris (i.e., Walker Road culvert) from the lake shore.	Capital	M	\$\$\$	Public Works		N, P	NR4
NR.10	Cleaning Station. Construct an off-lake water cleaning station to reduce the spread of zebra mussels.	Capital	L	\$\$\$	Parks and Rec - Public Works	Engineering	N	
NR.11	Permitting Staff. Ensure there is adequate staff to review permits and inspections for boat docks and septic systems.	Operational	O	\$\$	Engineering	Finance	R	NR.2, PHS.6

***Types of Strategies:**

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IMPLEMENTING THE TWIN LAKES MASTER PLAN

THE TWIN LAKES MASTER PLAN IS AN ADDENDUM TO THE SHAWNEE NEXT HORIZONS COMPREHENSIVE PLAN. As such, this report presents methods to interpret and apply the Twin Lakes Future Development Plan to future land use and development decisions (see page 10). Successful Plan implementation, however, requires more. As principal Plan Administrator, the City of Shawnee will be responsible for Plan coordination, monitoring, education, and amendments – all activities that must be closely aligned with comprehensive plan administration.

Plan administration parameters are summarized below (and discussed in detail within the companion technical report):

ROLES AND RESPONSIBILITIES

As official policy of the Shawnee Mayor and City Commission, implementation of the Twin Lakes Master Plan is a shared responsibility of all municipal departments, boards, and commissions.

- **City Departments.** The Community Development is responsible for day-to-day administration of this Plan. The City Manager's Office will ensure that all other City departments are responsive to ongoing plan administration needs.
- **Boards and Commissions.** The Shawnee Board of Adjustment, Planning Commission, and other appointed bodies will render decisions that promote the intent of this Plan.

IMPLEMENTATION METHODS

The three primary tools for implementing a long-range growth and development plan include municipal code, operating budgets, and capital programming.

- **Development Process.** Amendments will be made to municipal codes. The development review process will consider applicable Plan principles and recommendations.
- **Operational Budget.** Fees adjustments and revenue allocations may decrease deficits in providing public services.
- **Capital Programming.** Capital project lists should align with recommended Plan investments.

REPORTING AND AMENDMENTS

City staff will monitor and report on the progress of Plan implementation. These activities ensure that the City is addressing Plan commitments and adjusting course as necessary.

- **Annual Progress Reports.** Should be presented to the City Commission and Planning Commission. A five-year update may also be considered.
- **Plan Amendments.** Map amendments may occur in conjunction with the development process. General amendments may be considered as part of the annual reporting process.



ACKNOWLEDGMENTS

The Twin Lakes Master Plan was commissioned and adopted by the Mayor and City Commission of the City of Shawnee, Oklahoma. Plan adoption establishes it as the City's foremost policy guide for managing growth and development in the Twin Lakes study area.

SHAWNEE CITY COMMISSION

Mayor Ed Bolt

Commissioner Daniel Matthews (Ward 1)

Commissioner Cami Engles (Ward 2)

Commissioner Travis Flood (Ward 3)

Commissioner Darren Rutherford (Ward 4)

Commissioner Mark Sehorn (Ward 5)

Commissioner Lauren Richter (Ward 6)

The Twin Lakes Master Plan has been prepared with the technical assistance of Halff Associates, Inc. and Urban3. The City of Shawnee extends a special thanks to the community champions who have provided their insight and support. The following individuals are recognized for their significant contributions to Master Plan preparation:

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TWIN LAKES MASTER PLAN

TECHNICAL REPORT

CITY OF SHAWNEE, OKLAHOMA

JANUARY 2024

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ACKNOWLEDGMENTS

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PREFACE

THE TWIN LAKE MASTER PLAN'S TECHNICAL REPORT PRESENTS THE FUTURE GROWTH AND DEVELOPMENT PLAN FOR THE TWIN LAKES STUDY AREA AND THE CORRESPONDING ANALYSIS OF THE DATA, OBSERVATIONS, AND PUBLIC FEEDBACK COMPILED TO PREPARE THE MASTER PLAN'S FINDINGS AND WORK PROGRAM.

The technical report is an extended version of the Master Plan's companion summary report and includes the Master Plan's vision and guiding principles, existing conditions, the visioning process, future development plan, and recommended policies and investments. It is designed to provide the reader with extensive information relating to the Twin Lakes Master Plan process. For quick access to key Master Plan policy and investment recommendations, please see the companion summary report.

Collectively, the Twin Lakes Master Plan reports present both a long-range vision and incremental work program to balance the development and conservation of the land and waters of the Twin Lakes study area.





1 PURPOSE AND VISION

INTRODUCTION

Located eight miles west of the City of Shawnee and some 30 miles east of downtown Oklahoma City, the Twin Lakes are an essential and much loved resource for Shawnee. The lakes supply the City's drinking water, provide recreational opportunities for residents, and attract visitors from all across the growing Central Oklahoma region. The existing development patterns around the Twin Lakes include a mixture of rural residences, civic facilities, and limited commercial uses.

The purpose of this Master Plan is to evaluate the development potential and appropriate land-use patterns for the Twin Lakes and their surrounding area within the City of Shawnee's municipal limits for the next 20 years. The Twin Lakes area's value to the City of Shawnee is not limited to its importance as a natural resource, but also as a tourism-based economic driver and future growth area. Improved access to recreation and higher levels of growth in targeted areas will provide the City with additional revenue to support investment in the Twin Lakes and ensure lasting water quality.

The plan used the community's vision to create a final growth and implementation plan. The recommendations found within the Master Plan provide the City with near-, mid-, and long-term actions to guide transformation in the Twin Lakes area. The Master Plan includes a detailed work program to identify public investments, evaluation of land uses, and alignment of policies to enhance quality of life and sense of place.

This Master Plan serves as an extension of the City's Comprehensive Plan. The place types and future development plan supersede the Comprehensive Plan's Future Land Use Map for the Twin Lakes study area, and should be used, and should be used to determine consistency with applications for rezones, land use amendments, and development proposals.

PLAN STRUCTURE

The Twin Lakes Master Plan serves as a decision-making guide for City staff and leaders to influence growth patterns in the study area, for example through policy directives, capital investments, and regulatory measures.

To make the plan easy to use by Shawnee policy makers and residents alike, the technical report includes the following chapters:

- 1. Plan Purpose & Vision:** An outline of the overall planning process, purpose, previous planning initiatives, and the Master Plan vision.
- 2. Twin Lakes Today:** The overall context of the Twin Lakes study area and its relation to the City of Shawnee.
- 3. Plan Foundation:** A summary of assessments related to existing conditions at the Twin Lakes. Four overarching assessments were conducted to determine needs for the study area based on resident preferences, study area resources, fiscal conditions, and market realities.
- 4. Growth Scenarios:** Development and evaluation of three general growth scenarios for their potential fiscal implications to the City and their anticipated outcomes based on designated land uses and investments. A final development plan was derived based on benefits and trade-offs from the preliminary scenarios.
- 5. Future Development Plan:** A work program consisting of investments, policies, and other actions for the City to implement the overall plan. The future development plan is organized by specific topics, and includes near-, mid-, and long-term projects. A phased approach will help the City identify timing and level of priority for the implementation actions.
- 6. Appendices:** An attachment to the plan consisting of the supporting data related to the community survey, fiscal analysis, and market study.

PREVIOUS PLANNING INITIATIVES

The foundation of this plan stems from previous planning initiatives over the past five years. Key findings and recommendations in those initiatives that relate to the Twin Lakes area and that remain valid are incorporated into the plans recommendations.

SHAWNEE NEXT HORIZONS COMPREHENSIVE PLAN (2019)

The Shawnee Next Horizons Comprehensive Plan is a city-wide long-range plan that guides growth and development. It evaluates land use, mobility, city services, economic development, and other elements related to future needs for a community. The plan identifies key issues, challenges, and opportunities for the City including in the Twin Lakes study area. The issues and recommendations from the Comprehensive Plan are summarized below.

TWIN LAKES ISSUES

- The Twin Lakes are a hidden gem. They're separated from the City, don't currently receive an abundance of visitors, and there can be an impression that they are not accessible to all residents.
- Awareness of the lakes is limited due to a lack of signage.
- There is a perception that the lakes are unsafe due to their location and limited use.
- There is little non-residential development in the study area to support the residents.
- Ownership at the lake varies, with owned lots, lot leases with the City, and City owned property.

PLAN RECOMMENDATIONS

- Evaluate land uses that are appropriate for the area to better serve residents and visitors.
- Improve wayfinding and access to the lakes.
- Consider design guidelines for the commercial areas to create development that is consistent with the surrounding character of the community.

TWIN LAKES ADVISORY COMMITTEE PLAN (2021)

The City established the Twin Lakes Advisory Committee in August 2021 to review and determine lake uses and needs. This committee was comprised of land owners, leaseholders, and elected and appointed officials. They met five times between 2020 and 2021, and focused their efforts on four main topics: public safety and code enforcement, public facilities, commercial development, and a Twin Lakes Master Plan.

PUBLIC SAFETY AND CODE ENFORCEMENT

The committee identified three opportunities to improve safety at and around the lakes, including the addition of new full time police staff to monitor the lake, new response stations including a new police dock and a joint use facility for Police/Fire/EMS to improve response times for emergencies, and the installation of additional regulatory signage at parks.

PUBLIC FACILITIES

The committee identified roadways and culverts in need of repair and replacement to improve access to the study area. They also identified a series of facility improvements to existing recreational areas.

COMMERCIAL DEVELOPMENT

The committee proposed allowing "common sense commercial" uses, including temporary and small scale retail and service uses directly related to the lakes.

TWIN LAKES MASTER PLAN

The Twin Lakes Master Plan is a recommendation from the advisory committee to identify necessary investments and programs associated with future growth and development in the study area.

WHY DEVELOP A VISION

A master planning process must incorporate the feedback from community member preferences and data-based assessments. During the development of a master plan, the initial process of describing the desired future for an area is known as visioning. It occurs at the beginning, and uses feedback from community member preferences and data-based assessments.

COMPONENTS OF THE VISION

The Twin Lakes Master Plan combines two common products of the visioning process to define the desired future for the study area and the values that will be applied as the community strives to achieve that future. The two common products are a vision statement and guiding principles.

- The **Vision Statement** is the expression of the visioning process. Vision statements are typically lofty and long-range. They are supported by guiding principles and strategies to measure success.
- **Guiding Principles** are value statements regarding specific topics to support the overarching vision statement.

IMPLEMENTING A VISION

With the vision statement and guiding principles serving as a plan's foundation, goals, objectives and strategies are often developed by which to organize and implement a structured plan of action. In the case of the Twin Lakes Master Plan, the implementation strategy includes a policy and investment program related to specific topics identified throughout the planning process.

THE TWIN LAKES VISION

"The Twin Lakes area is an essential community resource and tranquil public amenity that serves the residents of Shawnee through the provision of a high-quality and protected supply of water, access to natural and rural landscapes, and the availability of diverse recreational amenities that support the passive enjoyment of the lakes and surrounding property."

TWIN LAKES GUIDING PRINCIPLES

EMBRACE THE STEWARDSHIP OF OUR NATURAL RESOURCES.

We will prioritize the protection of water quality and conservation of natural landscapes when considering growth and investment opportunities and public service initiatives.

PROMOTE FISCALLY RESPONSIBLE GROWTH PATTERNS.

We will prioritize the protection of water quality and conservation of natural landscapes when considering growth and investment opportunities and public service initiatives in the Twin Lakes area.

PROVIDE BELOVED AND BENEFICIAL RECREATIONAL AMENITIES.

We will maintain and improve existing recreational assets, and provide new recreational opportunities that promote healthy living, generate community pride and elevate the quality of life of our residents.

FACILITATE THE EFFICIENT DELIVERY OF PUBLIC SERVICES.

We will enhance the delivery of public services to Twin Lakes residents and visitors that are essential to supporting our community's growth and development vision.



The Twin Lakes provide residents with access to unparalleled beauty and serenity throughout the year.



Public infrastructure and general development patterns in the area indicative of rural lifestyles.



The Twin Lakes are not only a source of the City's drinking water, but they also serve as a means of passive and active recreation.



Commercial services are lower-intensity and scarce in the Twin Lakes Study area.





2 EXISTING CONDITIONS

THE CITY OF SHAWNEE

The City of Shawnee is located approximately 30 miles east of the growing Oklahoma City metroplex, covers roughly 48.6 square miles, and is home to 31,361 residents¹. Shawnee is projected to grow by approximately 19 percent, to **37,198 residents**², by 2040. The City of Shawnee is shown in **Figure 2.1**, Shawnee and Twin Lakes. While much of the growth is anticipated within the City's proper limits (i.e., eastern Shawnee), a limited amount of growth is expected near the Twin Lakes.

Shawnee's residents have access to a charming downtown, commercial services, and entertainment opportunities. They benefit from multiple parks and recreational opportunities on land and water, with parks distributed throughout the City, including the Twin Lakes.

City public services are readily available throughout Shawnee proper, and include access to utilities such as water and sewer and public safety services. These services are available in some but not all parts of the study area, and the distance from Shawnee itself can result in longer times responding to emergencies and addressing maintenance needs around the Twin Lakes.

As one of the City's main water sources, it will be critically important to protect the Twin Lakes water quality as the population continues to grow. As new residents move into the Twin Lakes study area, land uses, growth patterns, and lake shore protection need to be evaluated to ensure the preservation of this valuable natural resource.



Shawnee's downtown includes a mixture of commercial, retail, entertainment, and employment opportunities.

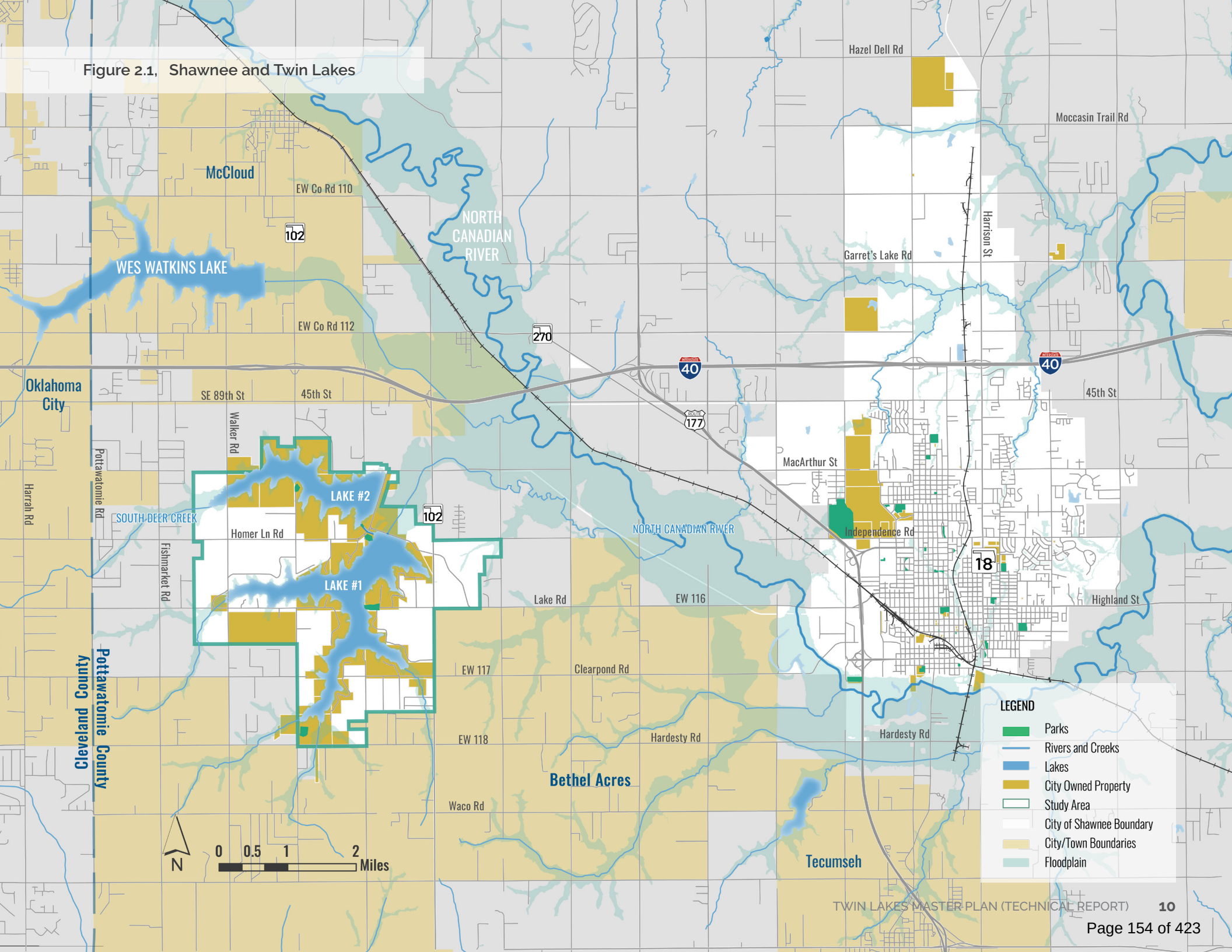


Aesthetic enhancements and historic preservation help maintain the charm of Downtown Shawnee.

1. 2020 Decennial Census

2. Next Horizons Comprehensive Plan (2019)

Figure 2.1, Shawnee and Twin Lakes



THE TWIN LAKES

The Twin Lakes study area is located approximately eight miles west of Shawnee proper. The study area includes the land within municipal limits of Shawnee around the lakes, as shown in **Figure 2.3**, Twin Lakes Study Area. Its northern extent is approximately one mile south of I-40. The study area is surrounded by Bethel Acres and unincorporated Pottawatomie County; the Citizen Potawatomi Nation maintains tribal properties to the north.

The Twin Lakes study area encompasses roughly 12 square miles, or approximately 7,700 acres, of land including the two water bodies, commonly known as Lake 1 and Lake 2. Lake 1 was constructed in 1935 and Lake 2 in 1960 as a reservoir system and to contribute to the City's drinking water. The two lakes have different development patterns and opportunities. Lake 1 is developed with residential lots and parks. Lake 2 is primarily undeveloped and natural.

Around 52 percent the land in the study area is owned by the City of Shawnee¹, including the lakes and many of the adjacent parcels, as illustrated in **Figure 2.2**, Study Area Property Ownership. While some municipal land is used for parks and open space, the City also operates a residential lake lot lease program.

The study area is primarily rural in nature, with a few small commercial services along OK-102. The residential uses around the lake include owned and leased lots of various sizes. Many of the homes constructed along the lake are located close to the shore with shorelines modified by clearing and/or hard structures. Most shoreline residences are served by private docks which exhibit highly variable levels of condition and usability.

Four municipally owned recreation areas flank the Twin Lakes. These parks collectively provide visitors with access to the water and associated land based amenities including boat ramps on Lake 1 and Lake 2. The two lakes are separated by a canal which can be closed during times when water levels are low.

Figure 2.2, Study Area Property Ownership

Ownership	Approx. Acres	Percentage
City - Land	1,865	24%
City - Water	2,166	28%
Private	3,688	48%
Totals	7,719	100%

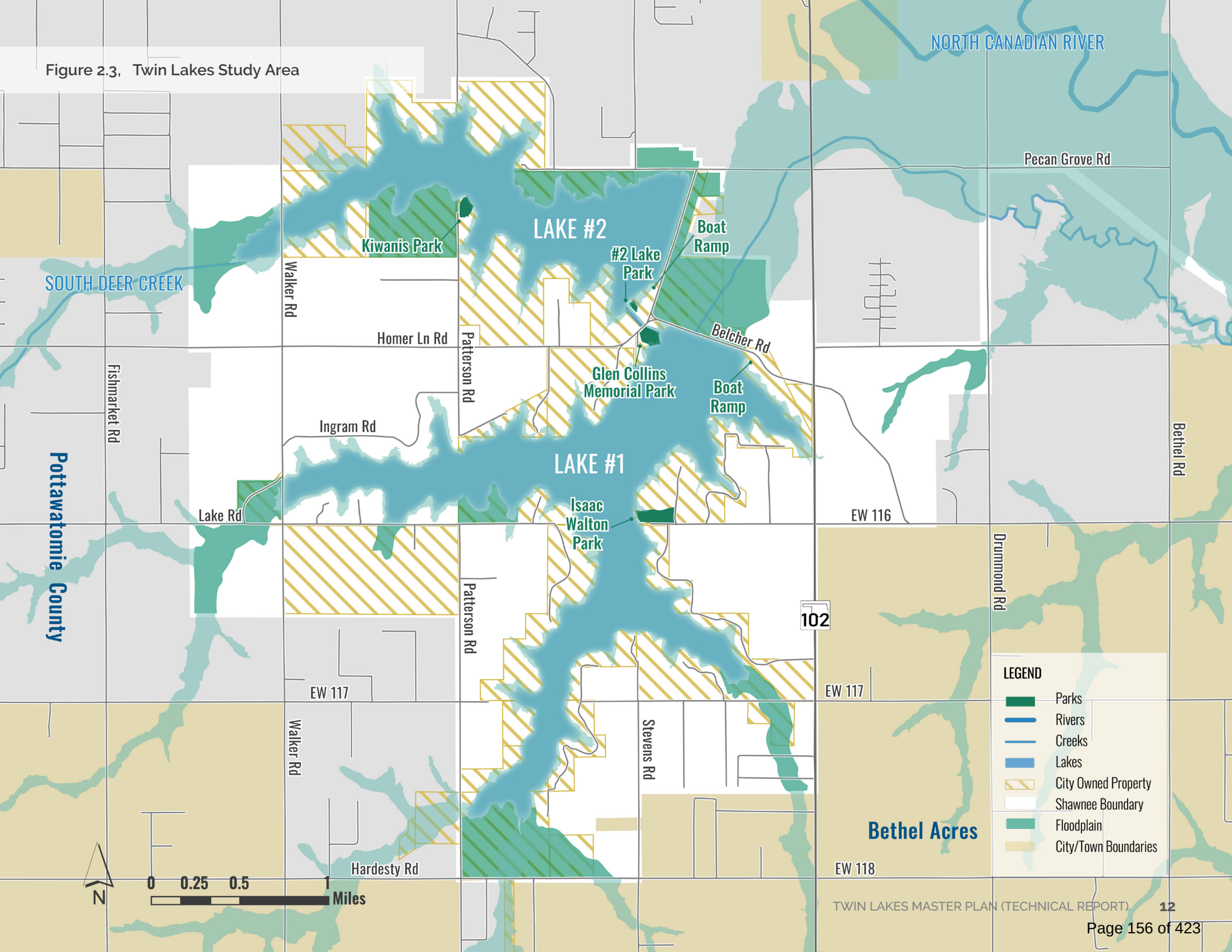
Source: Pottawatomie County Appraisal Data



Lakefront property development on Lake #1 directly impacts municipal water quality and influences the visitor experience.

1. Pottawatomie County Appraisal Data

Figure 2.3, Twin Lakes Study Area



COMMUNITY PROFILE

As a subarea of Shawnee, the demographic profile of individuals residing in the Twin Lakes study area differs from those of the City as a whole. This section provides a high-level assessment of the distinctions between these two geographies.

The study area accounts for approximately three percent of the City's overall population, as illustrated in **Figure 2.4, Population**¹. In the last decade there has been limited residential growth in both the City and study area. The 2027 forecast population suggests limited change in total population or the study area's population as a percentage of the whole.

The study area is generally less diverse than the rest of the City, as shown in **Figures 2.5 - 2.7**. A majority of the population is White, American Indian or Alaska Native, or two or more races. There are few residents who identify as Hispanic or Latino.

Figure 2.4, Population¹

Population Year	Shawnee	Twin Lakes Sub Area
2010 Total Population	29,937	804
2020 Total Population	31,337	882
2022 Total Population	31,283	912
2027 Forecast Population	31,152	957

Figure 2.5, Shawnee Race²

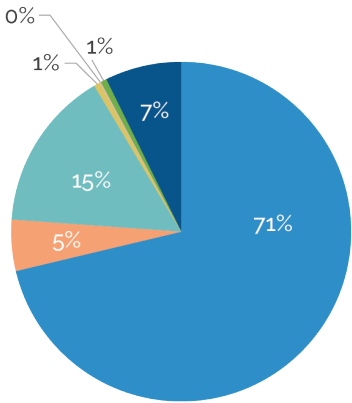
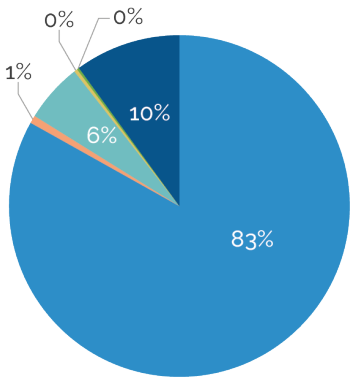
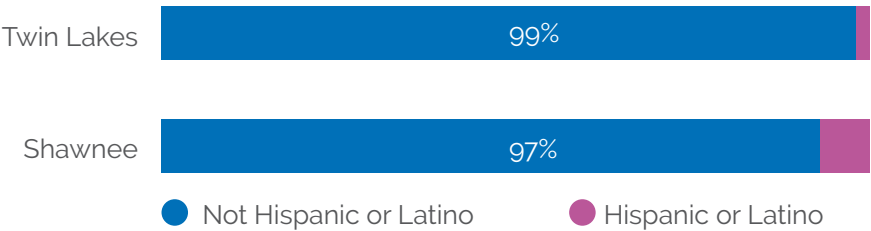


Figure 2.6, Twin Lakes Race²



- White alone
- Black of African American alone
- American Indian and Alaska Native alone
- Asian alone
- Native Hawaiian and Other Pacific Islander alone
- Some other race alone
- Two or more races

Figure 2.7, Ethnicity²



1 Source: Esri forecasts for 2022 and 2027. U.S. Census Bureau 2000 and 2010 decennial Census data converted by Esri into 2020 geography.

2 Source: U.S. Census Bureau, 2016-2020 American Community Survey

Figure 2.8, Population Characteristics (2022)¹

Population Characteristic	Shawnee	Twin Lakes Sub Area
Median Age	36.2	44.5
Under 19	26%	30%
Over 65	17%	15%
Percent Male	47%	47%
Percent Female	53%	53%

Figure 2.9, Household Characteristics (2022)¹

Population Year	Shawnee	Twin Lakes Sub Area
Average Household Size	2.45 Persons Per Household	2.58 Persons Per Household
Percent Family Households	64.0%	78.3%
Vacant Housing Units	12.4%	13.7%
Renter Occupied Households	36.7%	6.8%
Owner Occupied Household	50.9%	79.5%
Median Household Income	\$41,123	\$71,428

COMMUNITY PROFILE SUMMARY OF FINDINGS

While the Twin Lakes study area is within the municipal limits of Shawnee, there are some key differences in the study area demographics:

- The demographics indicate that, if no changes are made to the area, the population will continue to grow at a slow rate.
- Racial and ethnic diversity in the Twin Lakes study area is somewhat less than for Shawnee as a whole.
- The median age in the Twin Lakes area is slightly older than that of the rest of Shawnee.
- The median household income in the Twin Lakes area is over \$20,000 dollars higher than in Shawnee.
- There is a significantly higher percent of owner occupied houses in the Twin Lakes area.
- Housing and income characteristics indicate that some Twin Lakes residents use their property as a second home or a vacation home.

These factors may influence overall user preferences for the lakes today and for future generations.





3 INPUT AND ANALYSIS

CREATING THE PLAN FOUNDATION

The foundation of the Twin Lakes Master Plan, as discussed in this section, is built on a variety of assessments, including community preferences, city infrastructure (i.e. utilities, park amenities and facilities, etc.), fiscal conditions, and recreation market demand.

- **Preferences Assessment:** The results of community engagement, including input from the advisory committee, focus groups, City staff, and the community at large. The preferences assessment identified what elements are important today, what type of growth is appropriate, and which recreation and services are missing in the Twin Lakes study area today.
- **Development Assessment:** A review of existing conditions to determine how current growth patterns, public investments, and available resources have influenced the character of the Twin Lakes study area.
- **Fiscal Conditions Assessment:** The City's current revenues and expenditures illustrate the study area's contributions to the City's budget as well as fiscal demands.
- **Market Demand Assessment:** A review of the current market related to recreation and tourism for Oklahoma, and how area recreational offerings draw visitors to the Twin Lakes.

The assessments highlight the overall needs in various areas, including land use, mobility, utilities, recreation, public services, and resource conservation. They provide the basis for the implementation action plan.

PREFERENCES ASSESSMENT

The preferences assessment reviews public feedback related to the use of the Twin Lakes study area. It included an advisory committee, City staff, focus group discussions, public open houses, and a community-wide survey. These methods of engagement provided opportunities for Shawnee's residents and visitors to shape the future of the Twin Lakes study area.

ENGAGEMENT METHODS

The following section explains the engagement methods used during the planning process.

CITY STAFF

City staff was involved throughout the process to review assessments and analyses, provide direction, and assess the implementation action plan. City staff participated in regular meetings, the growth scenarios workshop, and focus group sessions.

ADVISORY COMMITTEE

An advisory committee comprised of elected and appointed officials and lake residents was appointed to act as a sounding board for the Master Plan. The advisory committee met seven times to provide insight for the planning elements, such as developing the vision and guiding principles, identifying growth potentials, and discussing an implementable work program.

FOCUS GROUPS

At the onset of the project, the planning team met with community members to discuss topic-based issues and opportunities for the Twin Lakes area. Meetings were held with City staff, lease holders, land owners, and commercial and recreation interest groups to provide a broad perspective of the study area.

PUBLIC OPEN HOUSES

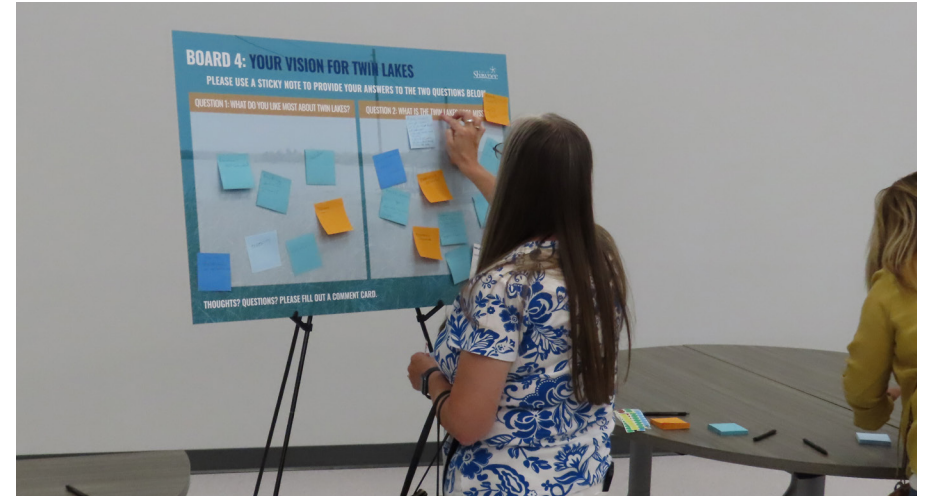
Two public open houses were held during the planning process. They included one at the onset to create the vision for the plan, and the second towards the end to present the draft development plan and recreation area programming.

- **Public Open House #1 (September 27, 2022)** Organized to identify and define public preferences, this open house included the following activities:
 - Visual preference boards covering recreation, commercial uses, and housing preferences;
 - Visioning questions; and,
 - Public services preferences.
- **Public Open House #2 (March 28, 2023)** This meeting presented the draft development plan and recreation area programming opportunities. The open house allowed participants to review:
 - The plan's vision and guiding principles;
 - Draft Development Plan Map and associated place types; and,
 - Proposed programming for the Twin Lakes recreation areas.

ONLINE ENGAGEMENT

The City maintained a project website to inform the public about the status of the project and to serve as a repository of project information. The web page was updated regularly to advertise upcoming events and provide downloadable versions of the presentations and materials created throughout the planning process.

A community-wide survey was available for residents and visitors to respond to from the end of September through mid November, 2022, and received 255 responses. A link to the city-wide survey was available on the project web page. Pages 21 - 23 review key survey responses while Appendix A provides the full survey results.



Visioning questions at Public Open House #1 provided the opportunity for residents to share what they want for the Twin Lakes future.



Community members, City staff, and the Advisory Committee participated in the growth scenario workshop to identify future patterns for growth and development.

PUBLIC OPEN HOUSE #1

The first public open house provided the public with the opportunity to participate in a series of activities designed to identify their preferences for the Twin Lakes area. The results from the open house activities are described in this section.

WHAT DO YOU LIKE MOST ABOUT TWIN LAKES?

In describing what they liked most about the Twin Lakes, open house participants indicated that they liked the tranquil, natural setting and lake-based recreation opportunities the lakes provide.

WHAT IS THE TWIN LAKES AREA MISSING?

Participants reflected on the types of amenities and activities that were missing in the Twin Lakes study area. These included:

- **Recreation:** Respondents overwhelmingly responded that the Twin Lakes lack quality amenities and facilities. Existing parks offer space to picnic and grill, but not much else. There are no walking or biking trails.
- **Boating and Lake User Services:** If someone does not own a boat or kayak, there is no way for them to get out on the water, as there are not rental facilities. To purchase goods for lake days (bait, snacks, gas), a lake-goer has to travel elsewhere in the City.
- **City Services:** Emergency response and police presence could be improved to better serve the visitors and residents. Respondents indicated that the behavior of park-goers and lake users deter them from using the parks more frequently.
- **General Accessibility:** It was also noted that due to the location of the lakes and lack of signage, they feel secluded and private, so not all of Shawnee's residents feel welcome.

VISUAL PREFERENCE BOARDS

A series of visual preference boards allowed attendees to identify what kind of uses would be appropriate at each lake based on a series of example images. Based on the responses, the uses associated with each lake should be different.

- **Recreation Offerings:** Participants noted that acceptable uses for Lake 1 include boating, kayaking/canoing, swimming, and trails. Lake 2 preferences included camping, trails, and kayaking and canoing.
- **Residential Offerings:** Participants responded that single family housing consistent with what exists today was most desirable around Lake 1. Short-term overnight accommodations were more appropriate around Lake 2.
- **Commercial Offerings:** Lake 1 uses could include small scale commercial uses such as a restaurant, bait/tackle shop, or food truck court. Lake 2 potential commercial uses included an outdoor adventure park, food truck court, and non-motorized boat rentals.

PUBLIC SERVICES

A public services board asked respondents to identify what kind of public services they would be willing to pay for in the Twin Lakes area. Respondents noted that they were most willing to pay for public safety (fire and police), recreation areas, and code enforcement.

EXISTING RECREATION AREAS VISION

Members from the consultant team helped illustrate ideas for improvements to the existing lakeside parks: Glen Collins Park, Isaac Walton Park, the Lake 1 Boat Ramp, Kiwanis Park, and Lake 2 Boat and Kayak Launch areas. The ideas included primitive and RV campsites, looping trails, enhanced boat ramps, and new amenities to provide users with more things to do.



Attendees at the public open houses discussed the opportunities to improve the lakeside parks to make them accommodating for more users. At the first open house ideas were drafted, and at the second open house, programming ideas were presented.



A series of visual preference boards allowed respondents to envision the scale and type of different elements for the Twin Lakes area.

PUBLIC OPEN HOUSE #2

The second open house presented the vision and guiding principles, draft future development plan, place types, and park area programming to attendees. The purpose of the open house was to allow interested community members to respond to the plan direction.

- **Vision and Guiding Principles:** While the vision and guiding principles were available on the project web page, this meeting offered a chance for the public to respond to the core values of the plan. The public agreed with the direction for the vision and the importance of the guiding principles for the Twin Lakes study area.
- **Draft Development Plan:** Participants reviewed the draft development plan which identifies where different place types should be located in order to support the desired character of growth in the study area. The development plan and associated place types are discussed further on pages 71-82.
- **Recreation Programming:** A series of maps illustrating proposed programming at Glen Collins and Lake 2 area, Lake 1 Boat Launch, and Kiwanis Park. Attendees liked the addition of trails, RV and additional camping areas, as well as better recreational amenities such as improved play structures, swimming areas, restrooms, etc. There were concerns regarding the ability to access the parks with RVs and trailers due to current roadway conditions.

COMMUNITY SURVEY RESULTS

The visioning public open house held in the fall of 2022 was augmented by an online community survey distributed by the City of Shawnee. As with the open house, the 13 question survey was designed to determine needs and preferences for the Twin Lakes study area.

A total of 255 individuals participated in the survey during the six week period during which it was available. Roughly 31 percent of respondents were residents of the Twin Lakes study area, and 51 percent were residents of Shawnee. The remaining 18 percent either did not live in Shawnee or preferred not to answer.

Additionally, respondents indicated that they most often use the lakes for swimming, boating, fishing, and general relaxation. Respondents are deterred from using the lakes because they lack recreational amenities and entertainment opportunities. The availability of parking, behaviors of park-goers, and general business of the parks further deter people from using the Twin Lakes.

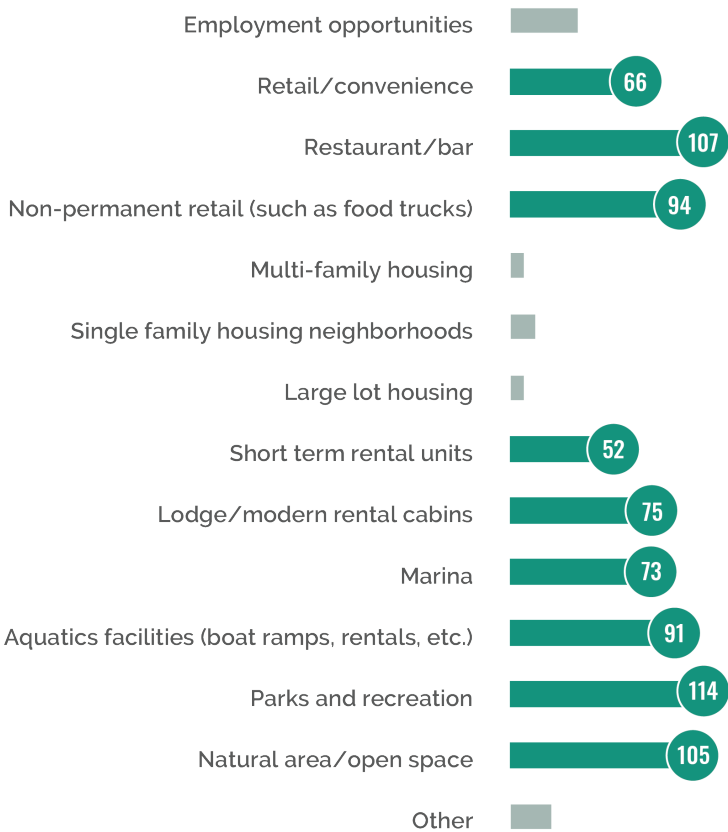
When asked what kind of amenities respondents wished there was more of at the lakes, trails received the highest number of responses, followed by recreational amenities (such as playground equipment, shade pavilions, docks/overlooks, golf, disc golf, etc.). Respondents also indicated that aquatic rentals, kayak and canoe launches, and dining/entertainment options should be available at the lakes.

As one of the final products of the planning process is the creation of a final development plan for the Twin Lakes study area, it was important to ask what kind of development is appropriate for the area. **Figure 3.1** highlights the type of development that survey respondents felt would enhance the Twin Lakes area. Those that are shown in teal had the highest number of responses.

The survey questions related to development types and recreation needs were augmented with the visual preference boards at the public open house. Based on the responses, parks and recreation facilities, open space, and conservation are important around Twin Lakes. Small scale commercial and retail, along with overnight accommodations were also appropriate uses around Twin Lakes.

Figure 3.1, Development Preferences

What types of development do you think would enhance the Twin Lakes area?



IMPORTANCE VERSUS PERFORMANCE RATING ASSESSMENT

Public survey efforts included three related questions about the importance of public services, versus the perceived ability for the City to provide the public services. The survey then asked how willing respondents were to pay for the public services. The **Importance versus Performance Assessment (page 23)**, combines the results of the questions to show the respondents opinion on how well the City is performing in providing the preferred public services to the Twin Lakes community.

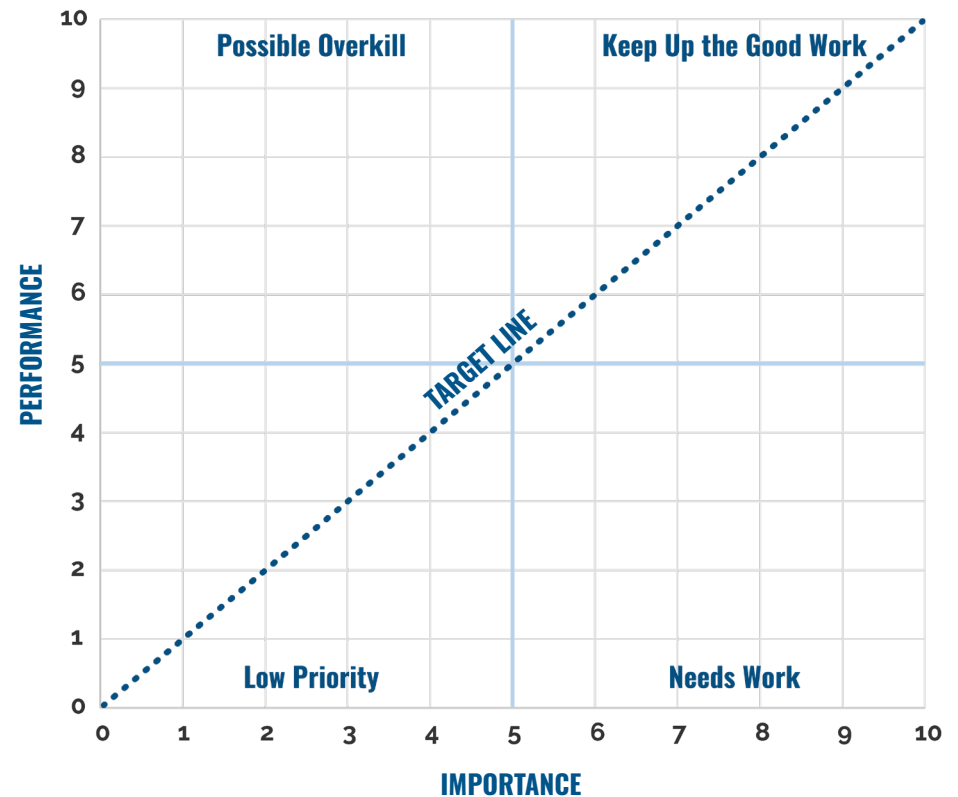
The importance versus performance example (right) demonstrates how to interpret the results of the assessment, depending on where a data point is located in relation to four quadrants:

- **Keep Up the Good Work:** Identifies public services where the City's ability to provide the service closely matches a strong community desire.
- **Needs Work:** Shows where the City is under-performing in providing public services.
- **Possible Overkill:** Identifies the public services that significantly exceed the community's desire for them.
- **Low Priority:** Shows where the City's provision of public services is low, but matches community demand.

All survey responses are plotted in relation to a diagonal target line that serves as a gauge for consistency between community demand for a public service, and community satisfaction with provision of the public service. Survey results that are closer to the target line suggest a more satisfactory level of service in relation to facility demand.

The importance versus performance assessment graphically displays respondents willingness to pay for the public service based on the culmination of the importance rating and the performance rating. This assessment is used as one tool to define what type of public services should be prioritized in the planning process.

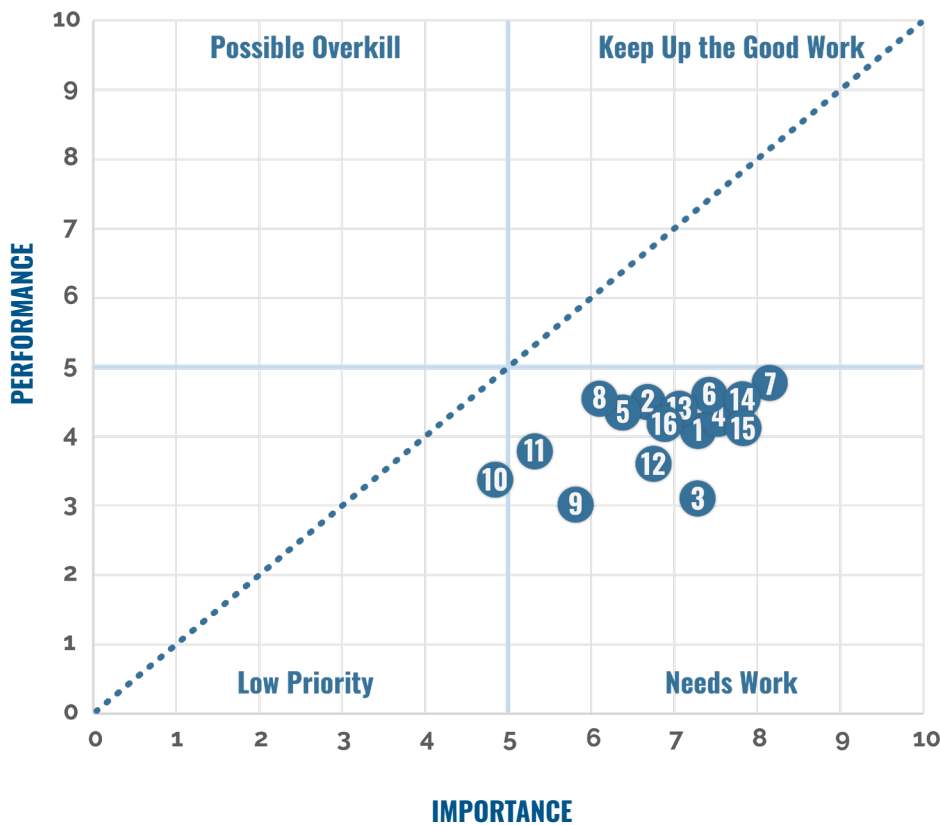
Importance Versus Performance Example



IMPORTANCE VERSUS PERFORMANCE RATING

To determine the importance versus performance rating, a standard deviation was used to determine if the community is very willing (teal), somewhat willing (yellow), or not willing (pink) to pay for each public service are shown in **Figure 3.2**, below. The responses indicate that the study area has insufficient public services, as all of the responses fall under the diagonal target line and are generally located within the “Needs Work” quadrant. The highest priorities include protection of the natural environment and resources and improving public safety services. As illustrated below, respondents are most willing to pay for the services that relate to various types of protection, including conserving the natural environment, ensuring there are no undesirable uses and activities going on in the study area, and enhanced public safety services related to police, fire, and emergency responses. Respondents are also willing to pay for enhancements to recreational amenities for all users, including trails, improved access for all needs, and general park upgrades.

Figure 3.2, Importance versus Performance



ID	Category	Willingness to pay for service
1	Park upgrades	Teal
2	Boat and kayak ramps	Yellow
3	Trails (natural and paved)	Teal
4	Roadway maintenance	Yellow
5	Water and sewer expansion	Pink
6	Public safety (fire, police, EMS)	Teal
7	Water quality protection	Teal
8	Wayfinding and directional signage	Pink
9	Retail, restaurants, entertainment	Pink
10	Arts and culture amenities	Pink
11	Event spaces	Pink
12	Increased access for those with special needs	Teal
13	Floodplain/stormwater management	Yellow
14	Land/habitat conservation	Teal
15	Erosion control	Yellow
16	Code enforcement/regulation	Yellow

DEVELOPMENT ASSESSMENT

The development assessment reviewed how current growth patterns and public investments have influenced the character and impression of the community. The development assessment reviews the following topics:

- **Growth Patterns** reviews the current development characteristics, zoning, and land uses in the Twin Lakes study area.
- **Public Infrastructure** includes mobility and access to the study area, water and waste water utilities, and recreational facilities.
- **Public Services** analyzes emergency services provided to the Twin Lakes study area, as well as other city services, such as Code Enforcement.
- **Natural Features** illustrates the importance of floodplain and water protection to ensure the long term quality of water.

GROWTH PATTERNS

Development patterns in the Twin Lakes study area reflect a rural character with large residential lots serviced by well and septic systems. Roadways within the study area include paved and unpaved segments with an open swale drainage system.

Residential properties in the study area that do not abut the lakes are characterized by acreage lots associated with small scale agriculture and farming. Development patterns on properties abutting the lakes differs, with Lake 1 having a mixture of residences and recreation areas, and Lake 2 remaining primarily undeveloped.

LAKE 1 DEVELOPMENT PATTERNS

Lake 1 is developed with owned residences, lots leased from the City, and municipal recreation areas along the lake shore. This mixture of uses provides a relatively active atmosphere, with boating and recreation usage higher during the summer months.

Residents who own homes along the lake shore purchased their property from the Commissioners of the Land Office, who manage school land trust in Oklahoma. Other lakefront homes are on properties leased from the City of Shawnee.

The City of Shawnee operates a land lease program with 144 leases along Lake 1. Lease holders pay a \$750 dollar per year lease to the City for the right to reside and make improvements to the property in return for municipal services. The lease-holder fees do not cover the cost of providing municipal services in the area. The lease program was established nearly 50 years ago, and has not created new leases in recent years. The leases are not based on lot size or lake frontage. The lease programs allows the City to maintain control over the critical water resource and shoreline.

There are limited short-term rental options, those that do exist are typically in the form of a detached guest house. The properties are kept in different conditions, including storage of equipment, quality and usability of docks, and shoreline protection measures. The City uses the standard accessory structure permit for docks, sea walls, and other lake specific uses.

Three of the City's four shoreline recreational areas are located on Lake 1, including Glen Collins Park, Isaac Walton Park, and the Boat Ramp. These facilities are described in more detail on pages 33-34.

LAKE 2 DEVELOPMENT PATTERNS

Most property around Lake 2 is undeveloped and is owned by the City of Shawnee. Unlike property along Lake 1, no leases have been granted for residential or other development along the shore of Lake 2. Residential development exists outside of the city-owned property. The northern edge of Lake 2 is approximately one mile south of I-40, where there is small-scale existing commercial development and a Casino operated by the Citizen Potawatomi Nation outside of the City of Shawnee limits.

Purpose-built recreation space along Lake 2 is also more limited than on Lake 1. Kiwanis Park is an undeveloped park space that has been used in the past for middle school students to participate in outdoor activities. Along the levee, there is a kayak launch and boat ramp providing vessel access to Lake 2.

REPRESENTATIVE IMAGERY



Residential lots include a range of accessory features, including docks, garages, and seawalls.



The shoreline of Lake 2 is undeveloped, and offers opportunities for lake shore protection.



Houses are set back from the lake, and vary in size, material, and location on the property.



A narrow canal separates Lake 1 and Lake 2. During drought periods, the water levels are too low to be traversed by boats.



Homes in the study area are generally located on large lots with deep setbacks from the roadway. They are serviced by well and septic systems.



Many of the docks on Lake 1 seem to protrude beyond the allowed distance per the City Ordinance (Sec. 16-325) and fail to meet safety standards.



Non-residential uses in the study area range from civic uses (such as churches), to small-scale retail and service stations.



The Lake Protection Overlay zoning district has not prevented shoreline erosion or deferred maintenance of property.

LAND USE

The Twin Lakes study area is primarily rural and residential. Based on the land use patterns, if no changes were made to the study area, it would remain pastoral.

EXISTING LAND USE

Property in the Twin Lakes study area can cumulatively be described as rural. The density of residential development varies but generally averages larger lots (5+ acres) through the study area. While lots leased from the City are not platted, the proximity of residences to one another suggests the lots are smaller in size, however large enough to satisfy well and septic standards.

There is limited non-residential development in the study area - such uses being limited to a Dollar General and religious institutions. The Citizen Pottawatomie Nation operates a casino on the north side of I-40. Auto-related uses, such as gas stations and convenience stores, are located on I-40.

FUTURE LAND USE

The Shawnee Next Horizons Comprehensive Plan (2019) uses future land use categories to define the intended character of the Twin Lakes area, as described in **Figure 3.3**, Study Area Future Land Use (right) and illustrated in **Figure 3.4**, Twin Lakes Future Land Use Map (page 28).

- **Agriculture/Open Space** is designated as the long term growth area for the City of Shawnee. These areas may not be serviced by public utilities (i.e., water and sewer) today, but should be planned for future utilities where possible. This land use accommodates farming, large lot residences, and lower intensity developments.
- **Parks and Greenways** will remain undeveloped due to environmental features, and may be used as public parks. While there is a future land use category for parks, the existing lake parks are not shown as "Parks", rather they are shown as "Agriculture/Open Space".
- **Lake Oriented Commercial** allows small scale retail opportunities to serve the residents and visitors to Twin Lakes, such as convenience stores, gas stations, neighborhood markets, and similar lake-oriented uses.

Figure 3.3, Study Area Future Land Use

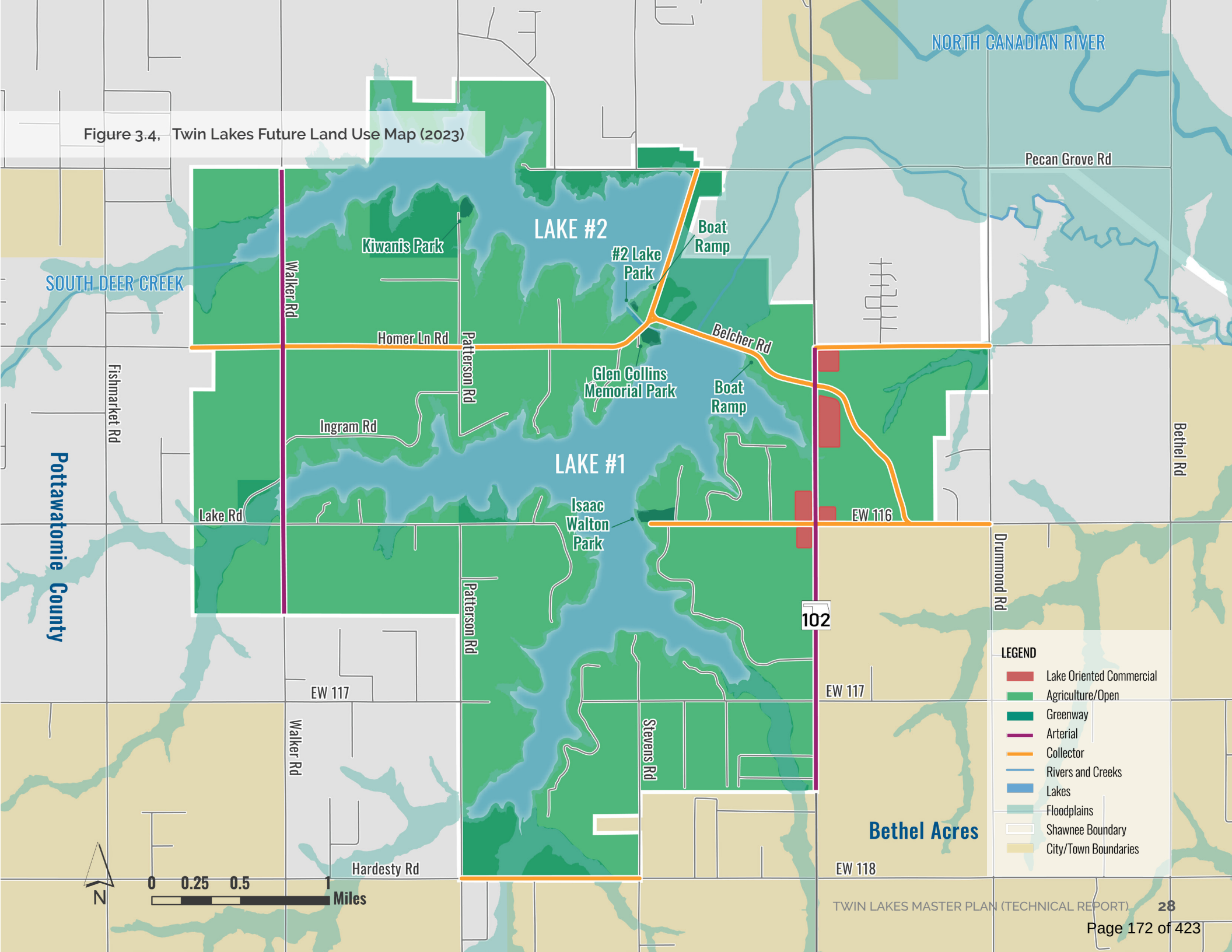
Future Land Use Category	Approx. Acres	Percentage
Agriculture/Open Space	5,316	68.8%
Lake Oriented Commercial	62	0.8%
Park/Greenway	175	2.3%
Water Bodies*	2,166	28.1%
Totals	7,719	100%

**Water Bodies are not a future land use category, however, are split out to differentiate that area from the land uses.*



While Lake 1 is more developed, there are pockets of vacant land that could be suitable for preservation, enhanced park spaces, or development purposes.

Figure 3.4. Twin Lakes Future Land Use Map (2023)



ZONING

The study area is primarily zoned as Rural Agricultural, with very limited Highway Commercial and Residential Estate, as shown in **Figure 3.5**, Study Area Zoning and illustrated in **Figure 3.6**, Twin Lakes Zoning (2023) (facing page). Commercial development is limited to one intersection on Lake Road. The City's properties, including recreation areas, are zoned Rural Agricultural, as the City does not have a "public lands" or "recreation" zoning district.

ZONING DISTRICTS

- **A-1 (Rural Agricultural)** supports lower intensity development and larger lot residential uses accompanied by rural activities. This may include farming and ranching, mining and extraction, plus limited rural-based commercial activities and civic facilities. The minimum lot size is five acres.
- **RE (Residential Estate)** allows for large lot, low density residential development. This type of development requires a minimum lot size of one acre, or the smallest a lot can be and meet the requirements of the Health Department or Department of Environmental Quality (DEQ). Typically public utilities are not available in RE or A-1 Zoning Districts.
- **C-3 (Highway Commercial)** supports services associated with automotive and recreation commercial corridors including accommodations, car-oriented uses, retail centers, and similar uses.

SHAWNEE TWIN LAKES PROTECTION ZONE

The "Lake Protection Zone" overlay district applies to lease lots for residential development on Lake 1. This overlay provides development requirements regarding setbacks, building heights, uses, and supplemental standards for construction. The overlay recommends utilizing native vegetation along the shoreline, provides for the allowance to construct docks, and does not require a residence to be located on a public roadway.

Figure 3.5, Study Area Zoning

Zoning District	Approx. Acres	Percentage
A-1 (Rural Agricultural District)	5,520	71.5%
RE (Residential Estate)	6	0.3%
C-3 (Highway Commercial)	27	0.1%
Water Bodies*	2,166	28.1%
Totals	7,719	100%

***Water Bodies** are not a zoning district, however, are split out to differentiate that area from the other land uses.

REGULATORY CODE UPDATE

The City is in the process of re-writing their zoning regulations. This will allow any code-based recommendations that are a result of this Master Plan to be incorporated into the larger regulatory update.

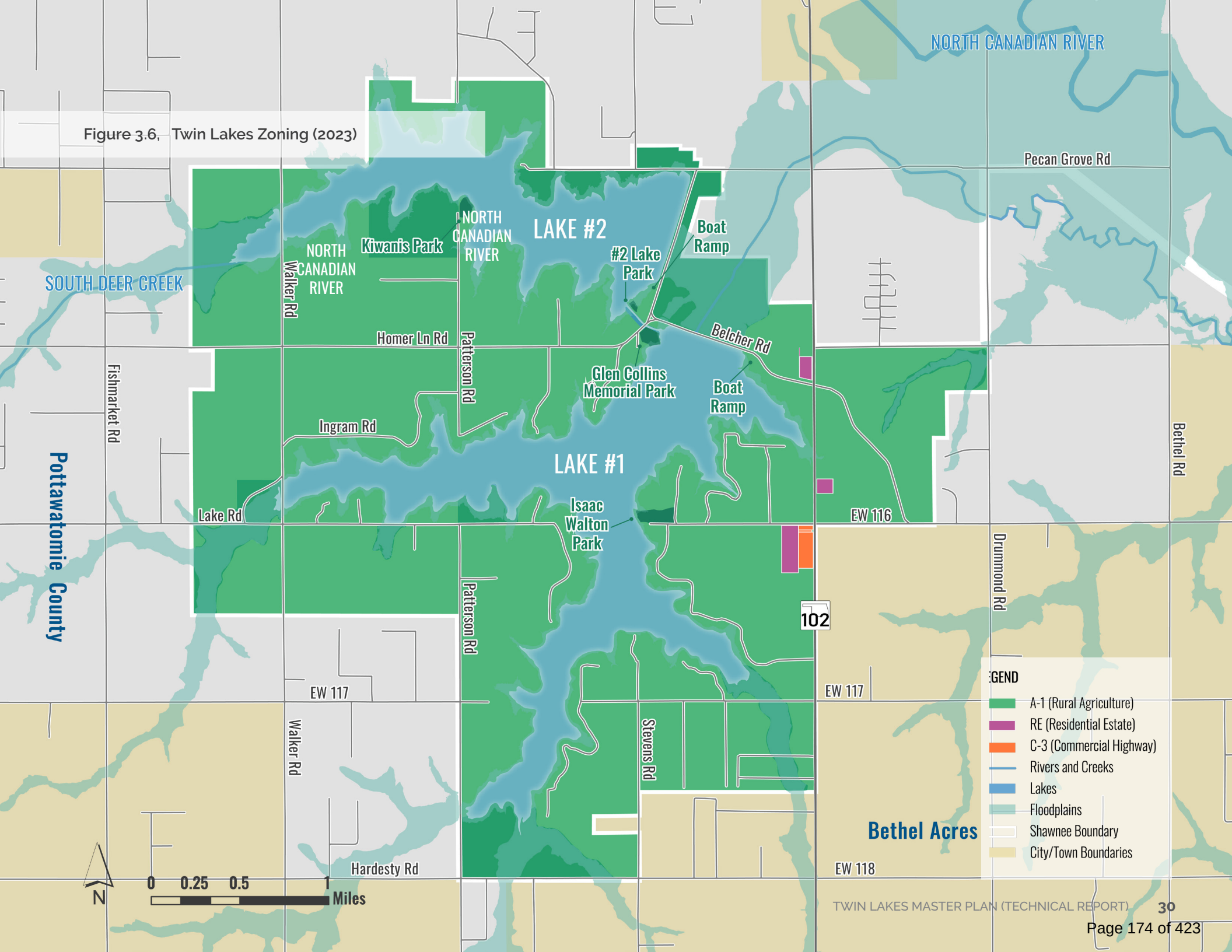
OTHER CODES AND REGULATIONS

The City of Shawnee's Code of Ordinances places additional restrictions on property and uses within the Twin Lakes area. Codes that specifically apply to the study area include:

- **Chapter 16 - Lakes** regulates water- and shore-based activities, sanitary standards, and the lake lot lease program.
- **Chapter 20 Article IV - Nuisances** determines what kind of nuisances are prohibited as a means to protect public health, peace, and safety.
- **Chapter 21 - Parks and Recreation** regulates uses and activities within the City's public parks.

The results of the Twin Lakes Master Plan will likely necessitate text amendments to these chapters in order to implement the vision and guiding principles. Specific recommendations are provided in the Work Program.

Figure 3.6, Twin Lakes Zoning (2023)



- LEGEND**
- A-1 (Rural Agriculture)
 - RE (Residential Estate)
 - C-3 (Commercial Highway)
 - Rivers and Creeks
 - Lakes
 - Floodplains
 - Shawnee Boundary
 - City/Town Boundaries

Bethel Acres

PUBLIC INFRASTRUCTURE

Public infrastructure supports the growth and development of a community. The availability of public infrastructure, such as roads, water, and sewer services, is directly related to the level of development or redevelopment within a community. This section reviews the availability of public infrastructure in the Twin Lakes study area today.

MOBILITY AND ACCESS

Figure 3.8, Twin Lakes Infrastructure (facing page) shows the main roadway network within the study area. Lake Road is the primary east/west access from the Shawnee proper to the Twin Lakes. While secondary access is provided via Clear Pond Road and Hardesty Road, those roads are less accessible and further from Shawnee proper than Lake Road. I-40 to the north connects to OK-102 and Walker Road, which are the main north/south roads in the study area.

The classification of area roadways includes minor arterials, collectors, and local roads, as shown in **Figure 3.8**, Twin Lakes Infrastructure (facing page). Most of the roads in the study area are local roads, as shown in **Figure 3.7**, Study Area Roadways. While the collectors and minor arterials are paved, most of the local roads have a gravel surface. While the cost of pervious services may be less than paving a road, the continual maintenance is an ongoing and time consuming challenge. Other maintenance challenges include availability of labor, equipment, materials, and historical lapses in maintenance, requiring higher levels of investment at some point.

Figure 3.7, Study Area Roadways

Road Classification	Approx. Miles	Percentage
Minor Arterial	2.5	8%
Collector	11.9	36%
Local	18.2	56%
Totals	32.6	100%

The roadway cross-sections in the study area are indicative of a rural community, with open ditches for drainage and no pedestrian facilities. The collectors and minor arterials are two-lane roads, with no signalized intersections. The lower population densities and traffic volumes negates the need for roadway enhancements and signalization.

Levees along the northern shore of Lake 1 and the western shore of Lake 2 not only hold water in the lakes, but also provide vehicular access to surrounding properties and park spaces. The City is in the process of making improvements to the rip-rap, and will need to address anomalies discovered along the levee over time.

MULTI-MODAL FACILITIES

There are not provisions for pedestrians or cyclists in the study area. The comprehensive plan identified the goal to connect Shawnee through a connected network of trails, sidewalks, bicycle facilities, and roadways. This goal can be expanded to include the Twin Lakes. Trails were highlighted as a desired feature at Twin Lakes to allow for additional uses at the parks.

PUBLIC UTILITIES (WATER AND WASTE WATER)

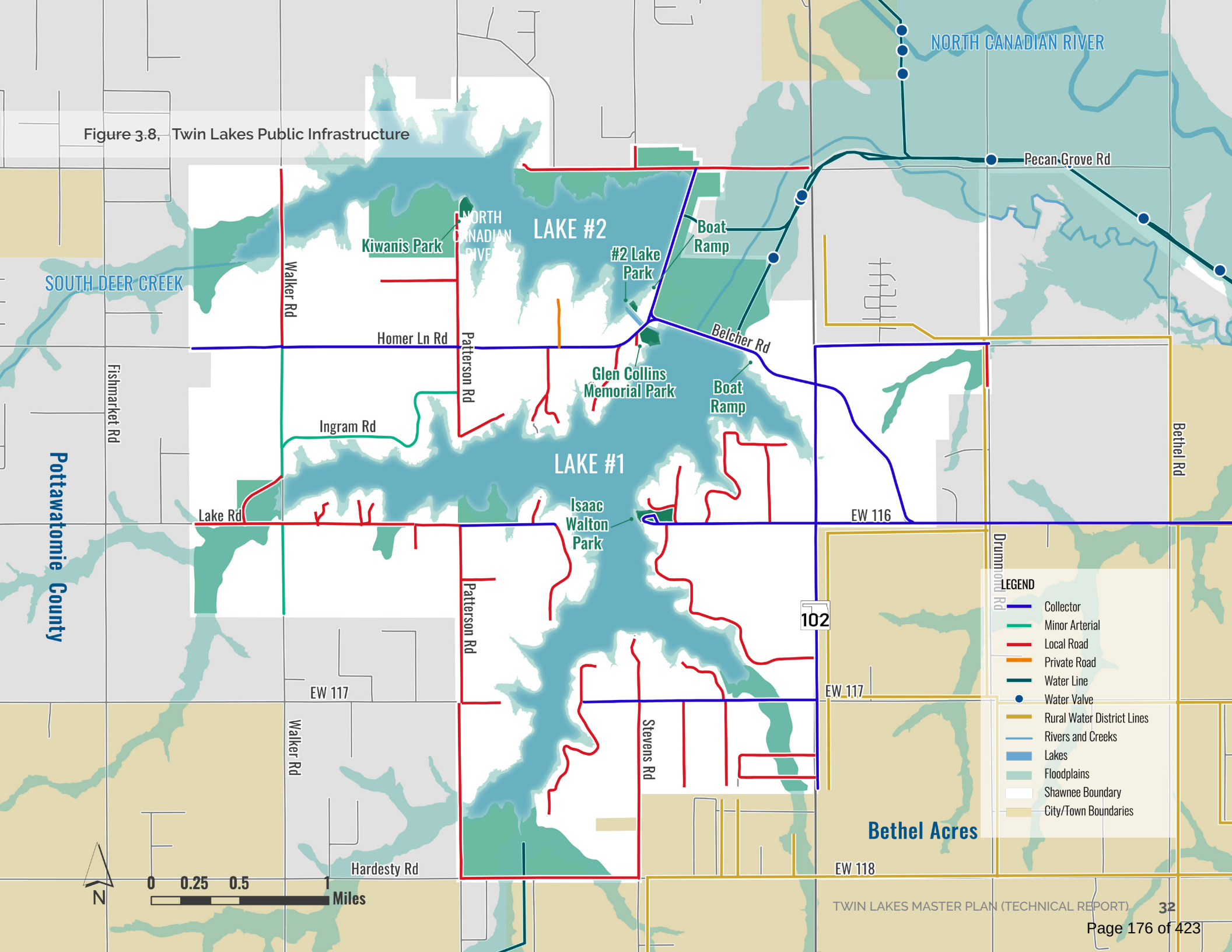
While the Twin Lakes serve as Shawnee's primary water source, public water and sewer is not available in the study area. The nearest City pipe connection for water and sewer is approximately eight miles to the east in Shawnee proper. Properties within the study area incorporate private wells and septic systems, including those along the lake shore.

The Pottawatomie County Development Authority operates a rural water district (potable water only) to the east and south of the study area, outside of the municipal limits. The approximate location of the water lines are shown in **Figure 3.8**, Twin Lakes Infrastructure (facing page).

OTHER UTILITIES

Residents are provided electric and gas services from third party companies, such as Oklahoma Gas and Electric (OG&E), Canadian Valley Electric, and Oklahoma Natural Gas (ONG).

Figure 3-8. Twin Lakes Public Infrastructure



RECREATION

The City maintains four (4) recreation areas and two boat ramps along the Twin Lakes.

GLEN COLLINS PARK AND LAKE 2

Glen Collins Park is a lakeside recreation area located on the northern shore of Lake 2 on the west side of the levee. The park is roughly 3 acres in size and includes the following day-use amenities:

- **Lake Access:** Glen Collins Park has a swimming beach that requires frequent beach renewal due to its location on the lake relative to prevailing winds and currents. Lake 2 includes one boat ramp, a dock for loading and unloading boats, a fishing pier, and a kayak launch. The kayak launch is an ADA accessible ramp but is located in a manner that limits access, there is no accessible route from the parking area to the ramp, and the height of the ramp is prohibitive. The launch also is located close to the canal where boats are passing between lakes, which can create conflicts between vessels.
- **Lake Uses:** While swimming, tubing/towing, and the use of personal watercraft are allowed on Lake 1, only boating is allowed on Lake 2 (Sec. 16-86 and Sec. 16-229 of the Code of Ordinances). Kayaking and canoeing is allowed on both lakes. A permit is required for boating and fishing on Lake 2.
- **Gathering Spaces:** The park areas include a covered pavilion with picnic tables, uncovered picnic tables, grills, and benches which are generally not ADA accessible. The gathering spaces are at various stages of deterioration.
- **Play Equipment:** Glen Collins Park provides two swings, a spring rider, and a soft-surface basketball court. The swings and spring riders are older amenities and should be replaced. The soft-surface basketball court is not functional. There is no play equipment on Lake 2.
- **Additional Elements:** The parks have formal paved parking areas, gravel parking spots, updated restroom facilities, and large dumpsters in the main parking lot. There are no smaller trash receptacles throughout the park. During the summer months, parking availability is insufficient to accommodate all users of the park, resulting in some park users parking along the right-of-way near the levees. The restroom facility is a dated "snail" style restroom.



Limited non water-based park amenities are provided, however are rudimentary.



The covered pavilion at Glen Collins Park offers a shaded space for larger gatherings with family and friends, but could be updated to allow for a better user experience.



The kayak launch has an ADA accessible ramp and launch point. However, access to the launch is along a dirt path, and there is a 12-inch step to walk down the ramp.

ISSAC WALTON PARK

Isaac Walton Park is a lakeside recreation area located on the eastern shore of Lake 1. The park is roughly 4.5 acres in size and includes day-use and overnight camping amenities such as:

- **Lake Access:** The park includes a swimming beach that requires frequent beach renewal due to its location on the lake relative to prevailing winds and currents.
- **Gathering Spaces:** The park includes a covered pavilion with picnic tables, uncovered picnic tables, grills, and benches which are generally not ADA accessible. The gathering spaces are at various stages of deterioration.
- **Overnight Stay Accommodations:** The park includes 15 primitive campsites with central toilet facilities. Permits are required for overnight camping, however, due to lack of enforcement and the general permitting system, few permits are collected for camping annually. The lack of enforcement also deters other visitors to Isaac Walton Park.
- **Additional Elements:** The park has gravel parking spots within the park, updated restroom facilities near the public swimming access, and large dumpsters at the entrance of the park. There are no smaller trash receptacles near the picnic tables or benches.



Isaac Walton Park is next to a lakefront wedding venue. With its campsites, it has the opportunity to provide close-by overnight accommodations for wedding-goers.



Primitive camping spots provide spaces for tents and have picnic tables for eating. There is no running water or electricity connections.



The pavilion and picnic spaces provided gathering spaces for large and small groups.

LAKE #1 BOAT RAMP

Lake #1 Boat Ramp includes day-use and boat access facilities such as:

- **Lake Access:** The park provides lake access including two boat ramps, one of which is currently closed due to its pavement conditions and accessibility, a fishing house, and a dock for loading and unloading boats. Boating and fishing permits are required to participate in these activities on Twin Lakes. A drop box for permit fees is located at the boat ramp, toward the entrance of the park. This is away from where the boats are being loaded into and unloaded from the water. There is paved car and trailer parking.
- **Gathering Spaces:** The park includes uncovered picnic tables, grills, and benches which are generally not ADA accessible.
- **Additional Elements:** The parking areas at Lake 2 by the boat ramp accommodate vehicles and tows. The parking area by the kayak launch is a gravel lot. There are enclosed restroom facilities.

KIWANIS PARK

Kiwanis Park is a special use park that includes:

- **Gathering Spaces:** A covered pavilion with picnic tables and waste receptacles.
- **Special Uses:** The park is not accessible except during special events. The park is used as a day-camp for school aged children to learn about outdoor activities. There are no restroom facilities.



The fishing house allows residents to access deeper water for fishing without having access to a boat. It can also provide reprieve from the elements. There are not fans or air conditioning though, so during the hotter months it may not be comfortable.



The two boat ramps at Lake #1 require different levels of maintenance due to deterioration. One boat ramp is currently closed due to its conditions.

RECREATION REVENUES

The City requires permits for specific uses at Twin Lakes. **Figure 3.9**, Recreation Revenues (by Type), identifies the revenues derived from the permits over the past 5 years and **Figure 3.10**, Recreation Revenues, provides the 2023 cost of each permit. These include:

- **Boating:** Boating permits are required for all boats and personal watercraft. These permits provide the greatest source of recreation permit revenues for the City and can be purchased as a day-use permit or annual permit.
- **Fishing:** Fishing permits are required to fish along the shoreline or on Lake 1 and 2. Fishing permits can be purchased as a day-use permit or annual permit. Fishing permits are not required for individuals over the age of 65. The fishing and boating permits can be purchased as a combination set
- **Hunting:** Hunting is allowed on city-owned property on Lake 1 and Lake 2 that has been identified as a game refuge based on permitting, seasonal allowances, and on a species-by-species basis (Div. 5 of the Code of Ordinances). Hunting permits are not required for individuals over the age of 65. Hunting permits yield the least amount of recreation permit revenue for the City.
- **Camping:** Camping permits are required to use the campsites at Isaac Walton Park. The camping area does not accept reservations. Camping permits do no contribute much to the City's overall revenues.
- **Gathering Spaces:** The covered pavilions can be rented for \$25 dollars per 3-hour block.

There are three options to purchase permits for the Twin Lakes. The City's Parks and Recreation web page provides a link to purchase permits online, cash drop boxes are available at the parks, or a resident can purchase permits at the Recreation Center in person during regular Monday - Friday business hours. Permitting enforcement is difficult with the current system, as there are not stickers for boats nor is there clear guidance on if printed permits are necessary.

From January, 2022 - October 5, 2022, permits from Twin Lakes provided the City with nearly \$38,000 in revenue.

Figure 3.9, Recreation Revenues (by Type)

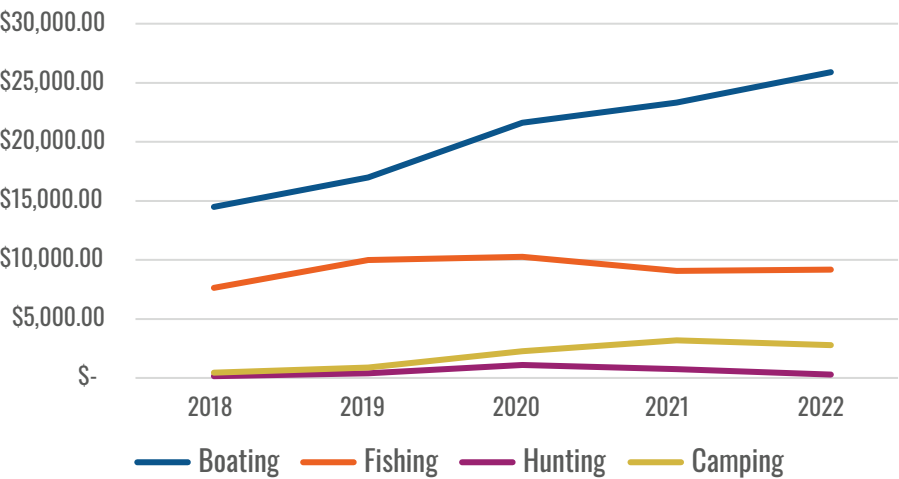


Figure 3.10, Permit Costs

Road Classification	Permit Cost
Boating (Day)	\$7
Boating (Annual)	\$30
Fishing(Day)	\$3
Fishing (Annual)	\$20
Boating & Fishing Combo (Annual Only)	\$45
Hunting (Day)	\$5
Hunting (Annual)	\$30
Camping (Day)	\$8
Pavilion Rental	\$25/3hrs

Source: Shawnee Parks and Recreation Department

PUBLIC HEALTH AND SAFETY SERVICES

Public health and safety services provided by the City of Shawnee to properties in the Twin Lakes study area include police, fire, emergency medical response and code enforcement. Provision of these services to Twin Lakes residents and visitors is an ongoing challenge due to the area's distance from Shawnee proper and its low population density. Public safety was a key concern brought up by residents during engagement opportunities.

POLICE CALLS FOR SERVICE

Figure 3.11, Twin Lakes, Police Calls For Service, indicates that the Shawnee Police Department responded to over 307 calls for service in the Twin Lakes study area between March, 2020 and September, 2022. Incident categories described in **Figure 3.11**, Twin Lakes, Police Calls for Service, are derived from National Incident-based Reporting System (NIBRS) codes. The most common type of call requiring police dispatch are "All Other Offenses" which include health emergency assistance, 9-1-1 calls without incidents, welfare checks, suspicious activity, and similar offenses. An additional 18 percent were joint responses with Fire/EMS for health and fire related emergencies. Of the police related activity, many of the responses are related to disorderly conduct, assault, trespass, and larceny. Only one percent of the calls were related to water emergencies or responses.

The primary police station is in east Shawnee, but the police squads patrol actively throughout the City. While there are regular police patrols, the department does not have the staff for a patrol squad solely assigned to the Twin Lakes area. Response times vary based on where the patrols are located at the time of a call. During the summer months, there is additional coverage during the day to monitor the parks more frequently.

Figure 3.11, Twin Lakes, Police Calls for Service (March 2020 - September 2022)

Response Type	Number of Calls	Percent of Calls
All Other Offenses*	152	50%
Assault	14	5%
Burglary	3	1%
Destruction/Damage/Vandalism	2	1%
Disorderly Conduct	27	9%
Driving Under the Influence	1	0%
Drug/Narcotic Offenses	2	1%
DUI	1	0%
Family Offenses, Nonviolent	1	0%
Fire	26	8%
Fraud Offenses	2	1%
Health Emergency	31	10%
Larceny/Theft	11	4%
Motor Vehicle Accident	15	5%
Other Emergency	1	0%
Sex Offense	2	1%
Stolen Property	1	0%
Trespass of Real Property	10	3%
Water Emergency	3	1%
Weapon Law Violation	2	1%
Totals	307	100%

Source: Shawnee Police Department

FIRE/EMS CALLS FOR SERVICE

Figure 3.12, Twin Lakes, Fire/EMS Calls For Service, indicates that the Shawnee Fire Department received 126 calls for service in the Twin Lakes study area between July, 2020 and November, 2022. The most common type of call requiring Fire or EMS dispatch was related to medical emergencies. Over a quarter of the calls were canceled in route, 14 percent were related to fires. However, only two percent of all calls over that two and a half year period were for water or ice-related rescues.

The City's fire stations are in Shawnee proper, with the nearest station in downtown Shawnee, some eight miles. When responding to emergencies, responders typically use I-40 to access the lake area due to roadway constraints between Shawnee proper and the study area, including:

- **Bridge Load Rating:** The bridge across Canadian River at Lake Road has a load rating of 10 tons, 16 tons less than the heaviest fire truck in operation by the City. While the City has waivers to use the bridges, it prefers to use the I-40 route.
- **Underpass Height:** Where Lake Road becomes W. Benedict Street, the roadway passes under an existing rail line with a crossing height of 12 feet. With the highest truck in the Shawnee fleet being 11 feet 7 inches, there is not much room for any obstructions under the bridge. For example, a large branch (one greater than 3 inches in diameter for example), or an added piece of equipment may cause the fire engine to scrape the top of the bridge.

Figure 3.12, Twin Lakes, Fire/EMS Calls for Service (July 2020 - November, 2022)

Response Type	Number of Calls	Percent of Calls
Fire, other	1	<1%
Structure Fire	1	<1%
Mobile Property Fire	5	4%
Natural Vegetation Fire	10	8%
Outside Rubbish Fire	3	2%
Medical Assist	9	7%
Emergency Medical Service (EMS) incident	46	37%
Water or ice-related rescue	3	2%
Person in Distress	3	2%
Public Service Assistance	11	9%
Good Intent Call, other	1	<1%
Dispatched and Canceled en Route	27	21%
Wrong Location, No Emergency Found	1	<1%
Controlled Burning	1	<1%
Steam, Other Gas Mistaken for Smoke	1	<1%
False Alarm and False Call, other	2	2%
System or Detector Malfunction	1	<1%
Totals	126	100%

Source: Shawnee Fire Department

CODE ENFORCEMENT

The City of Shawnee's building and nuisance code enforcement responsibilities are administered by the Engineering Department. Relevant codes for which code enforcement officers are dispatched include:

- Sec. 16-325 - Boathouse, dock facilities; liability of City
- Sec. 20-170 - Enumeration
- Sec. 20-171 - Public peace and safety
- Sec. 20-173- Loud sound from amplification systems in private residences
- Sec. 20-202 - Health nuisances
- Sec. 20-203 - Littering

Although building code enforcement is pro-actively applied during the building and land development process, the City of Shawnee's policy toward nuisance code enforcement is largely complaint-driven, with enforcement officers responding to citizen requests for service. The City mainly receives complaints related to property conditions and standards, though the exact number of calls and types of repercussions was not available at the time of this Master Plan.

During a tour of the lake area, it was observed that many of the docks on Lake 1 do not appear to meet City regulations. Common concerns included lengths longer than 75-100 feet from the high water line, and general safety standards, as quite a few appeared dilapidated and unusable. These docks are safety hazards for boats, swimmers, and other lake users. Debris along the shoreline contributes to the degradation of water quality was also observed.



While boat houses are permitted on Lake 1, some boathouses and docks may require repairs.



While some docks may be within the length limits, there are many that appear to be dilapidated and in need of repairs.



Some lots in the study area have accumulated vehicles and other types of debris. In a complaint-based system, property related nuisances may never be addressed.



Camping is allowed in Issac Walton Park for no more than seven nights at a time. Without enforcement procedures, some campers may be there for extended periods of time.



Hazardous boathouses and docks around the lake can be harmful for boaters, tubers, and other lake users.



Permits are not required to construct retaining walls or seawalls along the lake shore. Removal of the native shoreline contributes to decreased water quality and increased erosion on other areas of the lake.

NATURAL FEATURES

Together, the Twin Lakes provide 25 miles of shoreline and accommodate approximately 29,300 acre-feet of water, though the water levels vary during periods of drought or excessive rainfall. The two lakes are connected through a narrow channel which is usually open for boats to travel between the two lakes, however, during low water periods when the channel is shallow buoys can be used to restrict migration. The levee outfall releases water to South Deer Creek to the north.

While the Twin Lakes are a primary source of Shawnee's drinking water, the floodplain and watershed are relatively limited in size. Changes in elevation are minor resulting in lower volumes of water that can be collected in stream channels. This impacts their recharge rate. **Figure 3.13**, Twin Lakes Natural Features illustrates the parks, floodplains, and general elevations around the lakes. This shows that the area around the lake is relatively flat and there are fewer streams and floodways to recharge the lakes.

Land development within the watershed is primarily rural and agricultural lands or open space. While this may help in filtration of stormwater runoff, it may also limit the amount of water entering the lakes as water is absorbed into the ground during smaller rain events. According to the MultiReservoir Yield and Operations Analysis (2012) performed for the City's water sources, there is sufficient capacity in the City's reservoir system (including Wes Watkins Lake) to supply water to the City through the study year of 2060.

Many residents around Lake 1 have constructed seawalls, replacing native vegetation along the shoreline. Due to wave activity and winds causing waves, some of the seawalls have failed, releasing additional sediment and materials into the water. This effects overall water quality and erosion rates along the lake edges. Unlike Twin Lakes, similar lakes that are a source of a city's drinking water are regulated by the U.S. Army Corps of Engineers (USACE). The USACE requires a lake shore buffer with native vegetation to help protect and preserve water quality and shoreline stabilization.



Erosion and currents not only impact the shoreline, but can also have damaging effects on city infrastructure.



Failed seawalls create hard edges that are susceptible to waves and currents. This can endanger properties and structures and increase erosion rates.

Figure 3.13, Twin Lakes Natural Features

SOUTH DEER CREEK

NORTH CANADIAN RIVER

Pecan Grove Rd

LAKE #2

Boat Ramp

Kiwanis Park

#2 Lake Park

Homer Ln Rd

Belcher Rd

Glen Collins Memorial Park

Boat Ramp

LAKE #1

Isaac Walton Park

Pottawatomie County

Drummond Rd

102

LEGEND

- Parks
- Rivers
- Creeks
- Lakes
- City Owned Property
- Elevation
- Shawnee Boundary
- Floodplain

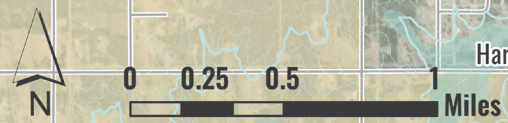
Bethel Acres

EW 118

TWIN LAKES MASTER-PLAN (TECHNICAL REPORT)

42

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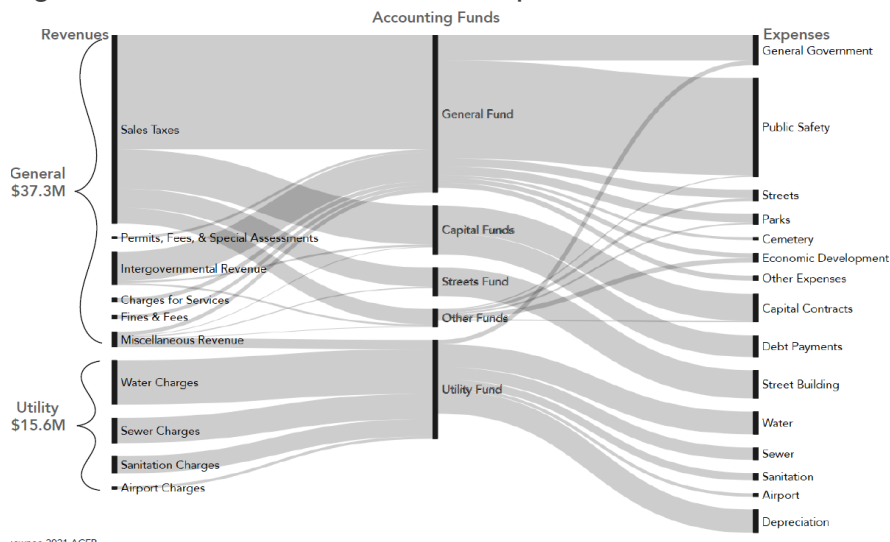
BASELINE FISCAL ASSESSMENT SUMMARY

A fiscal assessment for a city reviews current revenues and expenditures to determine its fiscal health. The analysis compares property values on a per-acre basis, along with the tax revenues from the community, to visually display the performance of different development patterns and uses. The fiscal assessment for the Twin Lakes study area compared the costs associated with providing public services and public infrastructure compared to the revenues earned in the study area. The full assessment is attached as [Appendix B](#).

REVENUES AND EXPENDITURES

The first step in establishing a baseline fiscal assessment is to review a city's revenues and expenses. This process identifies how a city makes its money and covers its expenses to provide public services. In Shawnee there are two main buckets for revenues, including the general fund and the utility fund. These are supported by sales tax, user fees, permits, and other types of charges. Expenses include a variety of public services, including public safety, infrastructure maintenance, and other government activities. **Figure 3.14**, Revenues and Expenses illustrates how the revenues feed into different public service categories.

Figure 3.14. Shawnee Revenues and Expenses¹



Revenues in the Twin Lakes study area are generally derived from:

- **Sales Tax** associated with non-residential uses, which is limited in the study area. .
- **Lot Lease Program** in which lease holders pay \$750 annually for the provision of public services.
- **Permits** including boating, hunting, fishing, and camping permits as well as permits related to building, construction, and inspection.

The main expenses for the study area include:

- **Public Safety** consisting of Police, Fire/Rescue and EMS necessary to public health and safety emergencies.
- **Streets** maintenance in the study area for a mixture of gravel and paved surface roads. Larger roadway construction may be included on a case-by-case basis.
- **Parks** routine maintenance in the study area is for Glen Collins, Lake #1 boat ramps, Lake 2 access points, and Isaac Walton Park.

Based on the existing conditions, revenues equate to approximately \$300,00 dollars annually, and expenses amount to nearly \$890,000 annually. This results in a \$590,000 dollar deficit.

PUBLIC SERVICE COSTS

The public service costs for the study area primarily included the cost to maintain the roadways in the study area, as other public utilities are not within the study area. There are regular maintenance costs built into the budget for parks and recreation facilities, as well as costs for public safety services.

Roadway upkeep costs between \$750,000 and \$1,500,000² per year in the Twin Lakes area, based on the maintenance of gravel roads and minor repairs to paved roads. The generalized costs do not include unfunded infrastructure projects, such as new roadway construction, major repairs to bridges, or the expansion of water and sewer.

¹ Source: City of Shawnee Budgets, Urban3 Analysis

² Source: Estimates based on similar cities; Urban3

VALUE PER ACRE

Parcel evaluation can be looked at on a per parcel or per acre basis. The valuation per parcel shows the taxes based on the property value. While this can illustrate how well different land uses perform, it does not paint the whole picture in regards to development patterns. To best evaluate the impact development patterns have on growth, a valuation per acre shows the cost burden per acre. The cost burden is the city's expenditures related to public services and infrastructure.

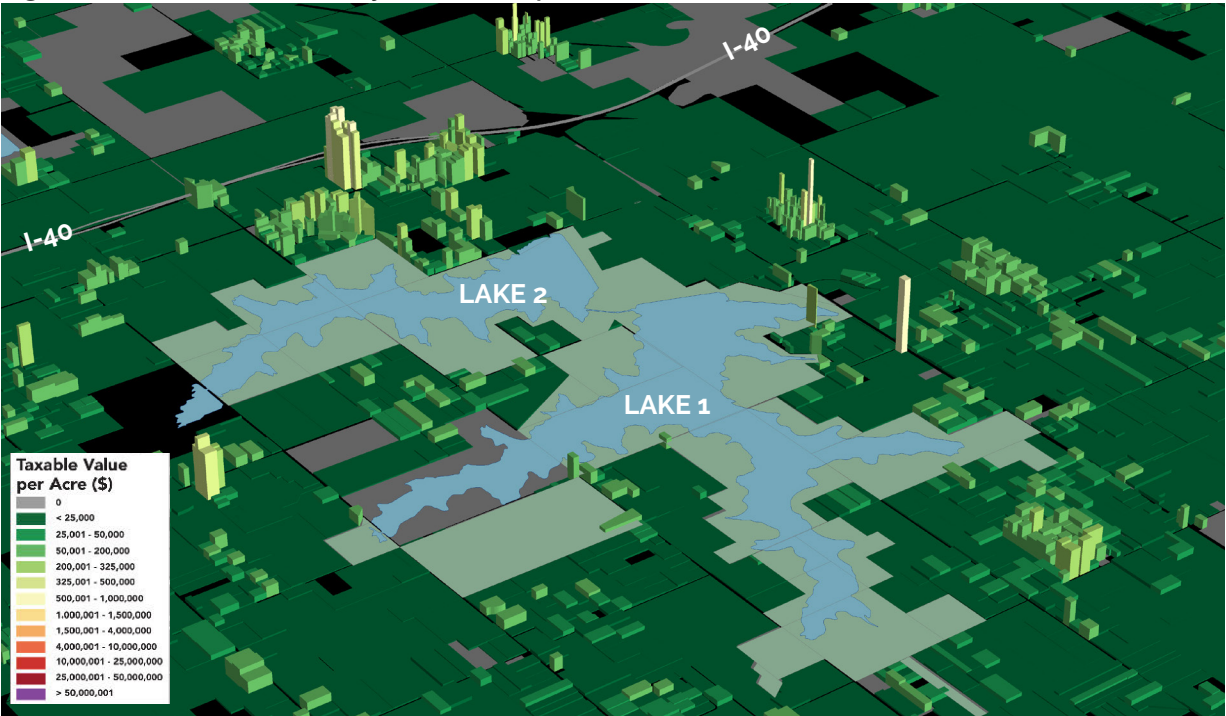
Figure 3.15, Twin Lakes Study Area Value per Acre, shows the general value of property per acre in the study area. The bar height is associated with valuation of the properties. The low blocks with the darker green indicate a value between \$25,000 – 50,000 per acre. This is due to many of the parcels being larger in size with rural development patterns. The lighter the color, and higher the bar, indicates higher property values, with the highest and lightest equaling between \$500,000 and \$1,000,000 per acre.

The City of Shawnee does not profit from property taxes. In the Twin Lakes study area, the main revenue sources are sales taxes from the limited commercial services, fees related to the lakes and the lease program, and permitting costs. While the property value per acre does not have a direct revenue stream for the City, it is important to consider that the higher valuations are derived from smaller lots and commercial uses.



Larger roadway projects, such as bridge replacements, may not be included in the budget annually. A formalized Capital Improvements Plan (CIP) process can help a city plan out budgetary needs for the subsequent five to ten years.

Figure 3.15, Twin Lakes Study Area Value per Acre



RECREATION MARKET ASSESSMENT SUMMARY

The recreation market assessment reviewed state and regional trends related to recreation-based tourism. The assessment then compared the Twin Lakes offerings and permitting to similar lakes in the region. The market assessment helped identify which types of recreational elements should be prioritized for future investments in order to satisfy market demands and increase revenues for the City. The full recreation market assessment is attached as Appendix C.

REGIONAL CHARACTERISTICS

The Twin Lakes are approximately 30 minutes away from the Oklahoma City Metropolitan Statistical Area (MSA). The market area for the Twin Lakes serves the MSA, as well as surrounding counties and cities outside of the MSA limits, which includes over 1,000,000 residents. The age distribution is roughly even over the age of 20 and shown in **Figure 3.16**, Age Distribution; age distribution is an important element to consider because different age groups desire different types of amenities and facilities. Around 26 percent of residents within the MSA have incomes exceeding \$100,000 dollars annually. These residents may have a greater financial ability to travel more frequently.

RECREATION TRENDS

Statewide recreation trends influence future opportunities for investments at Twin Lakes. The gross domestic product (GDP) for core recreation goods and services (gear, equipment, fuel, concessions, maintenance, repair, and fees related to outdoor recreation activities) has grown around 2.6 percent annually since 2012, shown in **Figure 3.16**, Total Core Outdoor Recreation GDP. This continual growth indicates a rise in recreation popularity in Oklahoma. Of the growth, over 70 percent is contributed to boating and RVing activities as the cost to own a boat or RV is high. However, these activities can be included or expanded at Twin Lakes. Camping has grown in popularity over the last five years.

The market assessment also shows an increase in popularity for canoeing and kayaking, as well as increases in shore fishing shown in **Figure 3.18**, Outdoor Recreation Popularity since 2012. In 2020 the COVID-19 pandemic likely had an impact on recreation popularity, as people sought opportunities to be outdoors.

Figure 3.16, OKC MSA Age Distribution¹

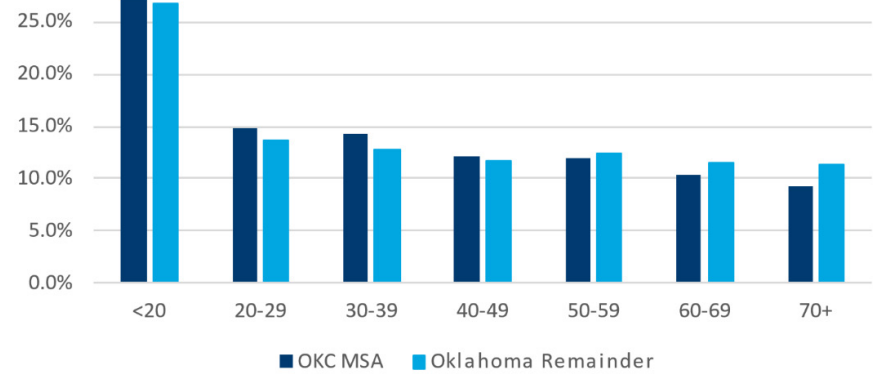


Figure 3.17, Total Core Outdoor Recreation GDP¹

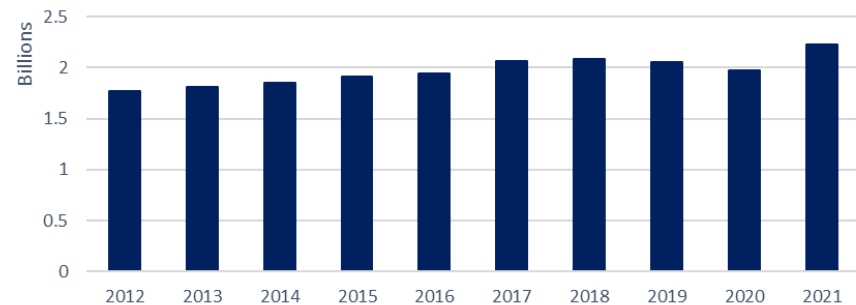
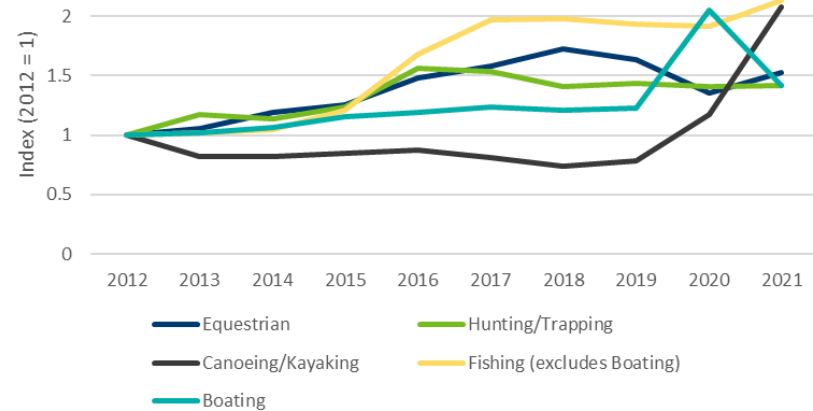


Figure 3.18, Outdoor Recreation Popularity Since 2012¹



¹ Source: Bureau of Economic Analysis

TOURISM TRENDS

Visitation to Oklahoma has been growing steadily over the last decade. In 2021, there were nearly 23 million visitors² to the state, mostly to Oklahoma City and Tulsa, resulting in around \$10 billion dollars² in spending. Another travel group that has seen significant growth over the last five years are campers, which has grown by 12 percent since 2017. Campers spent approximately \$812 million in 2021² (or eight percent of the total travel spending), shown in **Figure 3.19**, Travel Spending by Campers in Oklahoma.

Park visitors will often visit restaurants, shop at local retail stores, and purchase recreation goods. While this activity may be limited, it still contributes to a city's overall tax revenue.

COMPARISON LAKES

The assessment compared recreation offerings and permitting systems between Twin Lakes and similar regional lakes, including Wes Watkins, and Sportsman Lake. Isaac Walton Park has limited overnight capacity compared to the other parks. Wes Watkins and Sportsman Lake offer RV camping as well. Otherwise, the Twin Lakes is comparable with the number of boat ramps and pavilion spaces. The permitting rates differ slightly per lake, as shown in **Figure 3.20**, Comparison Fees.

OVERNIGHT ACCOMMODATIONS

Providing overnight accommodations can attract visitors and provide a source of revenues. Overnight accommodations have different assumptions for occupancy rates and fees. Revenues and visitation increases as enhanced overnight accommodations are provided, as shown in **Figure 3.21**, Occupancy Rates.

Figure 3.19, Travel Spending by Campers in Oklahoma²

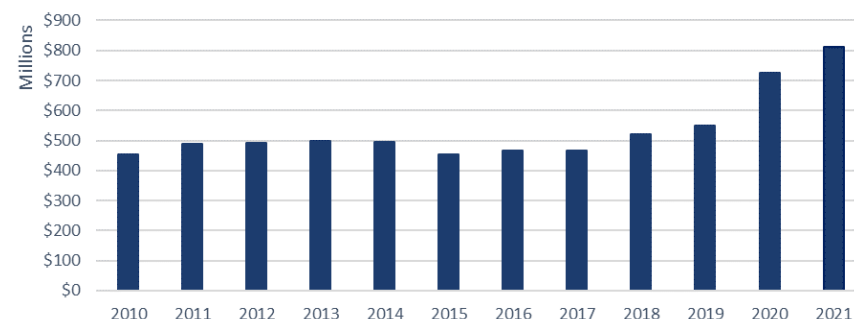


Figure 3.20, Comparison Fees

Item	Twin Lakes	Wes Watkins	Sportsman Lake
Tent	\$8/night	\$10/night	\$8/night
RV	N/A	\$25/night	\$20/night
Boating	\$7/daily \$30/annual	\$5/watercraft	\$5/daily \$25/annual
Fishing	\$3/daily \$20/annual	\$3 per person	Free
Equestrian	N/A	N/A	\$3/daily \$30/annual

Figure 3.21, Occupancy Rates²

Item	Occupancy	Rate
Tent	5-10%	\$15/night
RV	20-30%	\$30-45/night
Yurt	25-35%	\$50-75/night
Cabin	30-40%	\$100-125/night

² Source: Dean Runyan Associates

ASSESSMENT FINDINGS

The assessment findings summarize the engagement input and data-based assessments based on topics. These findings will be further explored in the implementation action plan.

GROWTH AND DEVELOPMENT

DEVELOPMENT DENSITIES

Densities are limited in the study area. While this contributes to the pastoral nature of the study area, it also limits the number of households that support commercial uses, reducing tax revenues for the study area. By increasing densities and intensities in specific areas, additional revenues can support public investments at Twin Lakes.

ALLOWED USES

Much the study area is zoned for agriculture. The uses allowed within this zoning district may not all align with watershed protection. For example, oil drilling, mining/extractions, and sanitary landfills are allowed uses. As updates are made to the development code, uses should be evaluated within the study area to ensure they protect water quality. The commercial zoning district (C-3) also allows for intensive commercial uses that may have an impact on the overall character of development and water quality.

LOT LEASE PROGRAM

While the creation of the leased lots provides revenues to the City, the delineation of the lots are not clearly identified. The City should continue to survey and plat the existing lake shore lots as well as future leased lots on or off of the lake shore. TA consideration of existing fees, as well as any future lease program fees should be evaluated to ensure they are consistent with market rates and demand.

LAKE SHORE PROTECTION OVERLAY

The Lake shore Protection Overlay Zone is only applicable for leased properties along the lake. The overlay should apply to the entire lake and provide stricter native buffering and vegetation requirements to protect water quality standards.

LAKE SPECIFIC DEVELOPMENT PATTERNS

Generally, development patterns along Lake 1 should remain the same, with enhanced recreation facilities to accommodate overnight stays and improvements to the boat ramp. Additional commercial services (i.e. a restaurant, shop, or similar use) may be appropriate near the boat ramp area to support the parks and increased access along the lake shore.

Additional recreation services should be evaluated on Lake 2 to provide services on the lake and lake shore. These uses can support recreation-based tourism for the study area. Park enhancements with overnight stay accommodations should be included to allow for greater use of Lakes while maintaining a more natural character.



The Dollar General store is one of the only non-residential uses in the study area. It provides residents and visitors with goods.

MOBILITY AND ACCESS

ACCESS FROM SHAWNEE

Roadway access to the Twin Lakes study area is generally limited. Since heavier vehicles can cause significant strain on some roadways, there are weight limitations on the bridges that provide direct east/west access for heavier vehicles, including fire trucks, RV's and other similar vehicles. Infrastructure improvements related to access should be evaluated to ensure future recreation opportunities are accessible and emergency services have quicker response times. This may include improvements to existing roadways and bridges outside of the study area, or adopting new roadway cross-sections that support higher frequencies of heavy vehicles.

RURAL ROADWAY CONDITIONS

Many of the roadways in the study area are rural cross-sections with limited shoulder space and various surface types. Routine maintenance is necessary to ensure the roads are in good condition. Future improvements such as wider shoulders along the roads can facilitate multi-modal access to the Twin Lakes.

SIGNAGE

Additional wayfinding and informational signage is needed to help inform residents and visitors of the parks and lake access at Twin Lakes.

TRAILS

Trails are a highly desirable amenity for the Twin Lakes. The City's trail network should be evaluated to include new trail opportunities to connect Shawnee proper to the study area. Trails should also be included in future recreation improvements around the lakes and incrementally built, either through public or private investments, over time within parks, as part of roadway projects, and development over time. There are opportunities to incorporate hard- and soft-surface trails along the lakes, and should be designed in a context-sensitive manner.



The rural roadways are designed to have open drainage systems and do not have pedestrian facilities or wider shoulders to accommodate bicycles and connect residents to the Twin Lakes study area.



There are areas where the roadways run close to the lake shore. These roads are frequently washed out and should be considered for relocation.

PUBLIC UTILITIES

WATER & SEWER

Water and sewer services are not readily available in the study area. Without the expansion of water and sewer, there will be limited opportunities for increasing densities and intensities.

To provide water and sewer, the public utility lines would need to be extended around eight miles to reach the lakes area. An alternative to extending the sewer line to the study area would be to construct a package water treatment plant large enough to accommodate the volume from the study area. The expansion of water and sewer would represent a large investment for the City, and would only be fiscally sustainable with greater development in the area.

While the rural water district supplies water to surrounding areas, it does not have a sewer system. If the City were to construct a water treatment plant near the study area, higher usage fees could be charged for non-city residents to support the ongoing use and maintenance of the facility.

FUNCTIONAL PRIVIES AND SEPTIC SYSTEM STANDARDS

Section 16-59 of the Code of Ordinances regulates sewage systems along the Twin Lakes. The code restricts the use of functional privies on leased properties. This code should be expanded to include all development along the lake shore, whether leased or owned, and properly define "function privies". Inspections for septic systems is outlined in this section, however, should be reviewed and strengthened to ensure highest quality and sanitation standards to protect the water quality in Twin Lakes.

RECREATION

CURRENT INVESTMENTS

The study area's existing parks provide opportunities for passive recreation activities such as picnicking and swimming. While new investments have been made to replace the restroom facilities at Glen Collins Park and Isaac Walton Park, other amenities have various levels of maintenance needs. Improvements to existing facilities may include:

- Relocation of swimming beaches to other parts of the lake to reduce maintenance needs
- Additional waste receptacles at picnic tables with grills
- Replacement of the children's play equipment
- Relocate the kayak launch to a more suitable location that provides better ADA access and reduces conflicts between motorized and non-motorized boats
- Maintenance Lake 1 boat ramps to provide two operational ramps
- ADA improvement measures (i.e. accessible routes to picnic tables, kayak launch, etc.)
- Improvements to pavilions to modernize the facilities, including recovering the pavilions, power outlets, and access to WiFi.



Existing amenities at Glen Collins park are at various stages of deterioration. Improvements can make the parks much more attractive to both area residents and visitors.

SAFETY

There are three main safety concerns related to recreation in the study area.

- The location, seclusion, and lack of amenities to attract users during slow times of the year contributes to not feeling safe while using the facilities.
- Behaviors of people using the parks can deter other residents from visiting parks. The addition of police patrols during the summer months, beyond what is currently provided, would monitor behavior during the busier time of the year.
- Additional signage related to rules and regulations at each park would inform visitors of the expectations for those using the parks.
- On-water safety concerns include boater behavior and the limited enforcement of rules on the lakes. A dedicated police dock, vessel, and staff would quicken response time for emergencies and allow the patrol the lakes more readily. Incremental investments can be made to allow improved safety over time.
- Camping enforcement and the use of Isaac Walton Park was also noted as a concern. Better enforcement of time limits and permit requirements could encourage more use of the park.



During the preferences assessment, the perception of safety with homeless campers at Isaac Walton Park was a concern expressed by numerous residents.

PERMITTING SYSTEM

Revenues derived from the existing permitting process are limited. Improvements to the permitting system and permits requirements may improve recreation revenues.

- Required boat stickers and periodic inspection to easily identify those who have a permit.
- Printed or digital permits for hunting and fishing should be required and readily available to show patrols.
- Camping reservations accompanied by a permit should be required.
- Parking for non-trailer vehicles in city parking lots would monitor lake usage and increase revenues.
- Current fees for pavilion rental should be evaluated, with consideration given to increasing fee rates during busier months.
- Improvements to the online and on-site permitting systems to increase the number of visitors acquiring required permits.



The permit cash boxes result in an honor-based permitting system that is not followed without enforcement.

FUTURE PARK AMENITIES

The Twin Lakes lack a regional draw. They provide on-water opportunities for boating, fishing, and tubing, yet there are limited shoreline amenities. In addition to improvements to existing parks, additional recreation amenities will help draw in more users. Based on the needs assessment, the following amenities should be considered:

- A mixture of paved and soft-surface trails along Lake 2, within lake parks, and connecting to Shawnee proper;
- Additional parking areas to support higher demand times;
- Incorporation of overnight stay accommodations (including RV campsites, yurts, cabins, or a lodge);
- Large destination-based recreation opportunities that are fee-entry to draw more visitors; and,
- Supportive commercial uses such as a bait shop, vending machine or kiosk, small convenience store, restaurant, or food truck area.

The market-assessment compared similar amenities to support overnight stay parks. This may include facilities and amenities from **Figure 3.22**, Overnight Examples and **Figure 3.23**, Day Examples. Additional day uses with associated fees will support the revenues for the study area.

Figure 3.22, Overnight Examples

Item	Occupancy
Tent/Primitive	Tent Pad Development
RV	Full Hookups, Pull-throughs
Cabin/Yurt	Simple or Upscale
Various	Spacing, Tree/Ground Cover, Setting (inland, waterfront, etc.), WiFi
Auxiliary	Showers/Restrooms, Laundry, Camp Store, Food Trucks, Electric Car Charging
Management	Park Rangers, On-site staff, Online Reservation System

Figure 3.23, Day Examples

Item	Occupancy
Water Oriented	Developed swimming area, slides, non-motorized watercraft rental, fishing gear rentals, pool/hot tub/sauna, marina
Land Oriented	Child play-area, bicycle rental, trail development (paved, ADA accessible, gravel, retaining structure), shore quality development
Event Spaces	Personal: Pavilions (electricity, water, cooking), Building (electricity, water, restrooms, small kitchen). Performance: Amphitheater (simple or full-stage)
Auxiliary	Showers/Restrooms, Food Trucks, Electric Car Charging
Management	Park Rangers, On-site staff, Online Reservation System



Example of a lake shore RV camping site with a picnic table for campers to use. The location of the RV site and amenities can create significantly higher revenue opportunities.



Soft surface nature trails can accommodate walkers enjoying nature or mountain bikers. These are types of activities not available at the Twin Lakes today.



Shaded play structures can provide non-water activities for families with young children during the summer.



Non-motorized boat rentals allow residents and visitors to enjoy being on the water without having to worry about owning or transporting a kayak or canoe.

PUBLIC SAFETY SERVICES

FIRE/EMS

The emergency response times for public safety services should be reduced. This may be accomplished by one of the following ways:

- Roadway improvements from Shawnee proper will allow Fire/EMS vehicles to use routes other than I-40 to respond to emergencies in the study area.
- The addition of a fire station in the study area would help response times, however, may be cost prohibitive. Additional coordination with surrounding communities may help in staffing a new emergency response center. This can start with staging of equipment in the area to assist with response times.

POLICE

The Shawnee Police Department patrols the roads and lakes in the study area.

- To improve response times, an additional patrol squadron dedicated to the Twin Lakes area may be considered.
- On-water support should be evaluated to ensure orderly boating and activities on the lake. The addition of a new police dock and boat, and a police unit to patrol the lakes would ensure safety on the lakes.

CODE ENFORCEMENT

The current system for code enforcement is reactive and complaint based. A proactive approach may need to be taken to improve safety on the lakes, including the evaluation of docks and shoreline seawalls. This may include an annual permit and inspection for all docks to ensure they are safely maintained and do not obstruct boating flow.

Regular visual inspections for shoreline debris should be conducted to reduce unnatural materials entering the lakes. During the site tour seawalls falling into the lake, lawn decorations, chairs, and play structures were observed, and were described as frequent occurrences by area stakeholders. Debris can impact water quality and local ecology, and also makes the lakes less attractive for visitors.



A new police boat dock on Lake 1 would provide more police presence and coverage on the lakes.



Annual permitting and inspection requirements can help ensure all docks are safe and meet city regulations.

NATURAL FEATURES

SHORELINE WATER QUALITY

To protect the water quality for Lakes 1 and 2, it will be important to evaluate conservation measures. This may include:

- Reviewing and increasing setbacks and buffering requirements from the lake shore.
- Requiring the use of "low impact development" techniques, stormwater management methods that assist with improving water quality for development, for any commercial or more intensive development near the lake shore.
- Improvements for permitting uses on the lake and structures along the lake shore.
- Continual maintenance of the floodplains and floodways to ensure there is clear flow and no obstructions into the lakes.
- Limiting public roadways within the floodplain, or relocating existing roads out of the floodplains to not block water flow.

WATER QUALITY PROTECTION

On-water measures should be considered to limit pollutants from entering the water bodies. While it may be appropriate to maintain motorized boats on Lake 1, the limitation of boat usage on Lake 2 to man-powered boats such as kayaks and canoes should be considered. By reducing oils and gas from motorized boats entering the water at Lake 2, it will protect water quality and improve for non-motorized lake users.

ZEBRA MUSSELS

Zebra Mussels are an invasive species and have been detected in the Twin Lakes. Invasive species pose a risk to local ecology and ecosystems. Shawnee should continue to support efforts to reduce the growth of the Zebra Mussel population. Continuing a robust public awareness campaign can help inform the public of how to help reduce the spread of the invasive species.

FISCAL CONDITIONS

TWIN LAKES REVENUES

Current growth patterns and permits limit revenues for the study area. Considerations to produce additional revenues for the Twin Lakes, which can help pay for infrastructure improvements and offset public safety services costs, include:

- Evaluating land uses and development patterns to encourage additional non-residential uses and higher density development patterns to increase tax revenues.
- Assessing existing permit fees and identifying new types of permits to provide additional revenue streams.
- New funding sources can be explored to support public services and projects, such as:
 - Public safety district or an assessment district;
 - Higher user fees for sewer outside of the City limits; and,
 - An increase in the lot lease fees

PUBLIC EXPENDITURES

In order to support growth in the Twin Lakes area for residents and visitors, substantial public infrastructure projects will be required. This may include:

- Expansion of water and sewer services to support new and expanded development.
- Enhancements of existing parks to support more diverse uses.
- Development of new parks to incorporate overnight accommodations and new day use activities to draw more tourism and support economic growth.
- Improvements to existing roadway infrastructure within and outside of the study area to enhance access.
- Additional public safety units (Fire/EMS and police), code enforcement officers, and maintenance crews to enhance public safety and address maintenance needs.





4 GROWTH SCENARIOS

CREATING THE GROWTH SCENARIOS

Having a future development plan that is balanced and supports the community's vision can be created through a scenario planning process. Scenario planning uses future land use designations coupled with anticipated revenues and expenditures to evaluate how various growth patterns will impact the City's fiscal sustainability. While scenario planning is an important tool in evaluating different growth options, it should be used with other data and resident wishes to paint a complete picture. One significant value of scenario planning is that it provides a baseline for continued evaluation and measuring progress over time.

The scenario planning process included the following steps:

1. **Baseline Conditions:** The baseline fiscal conditions for the Twin Lakes area set the foundation to evaluate future growth trends. This critical step evaluates how the current land uses and infrastructure impact the City's overall budget. The baseline conditions are described in Chapter 2 and attached as Appendix B.
2. **Growth Scenario Workshop:** The planning team hosted a workshop with the Advisory Committee and vested community members to put pen to paper while envisioning future land uses for the study area.
3. **Business As Usual Assessment:** The business as usual scenario provided the anticipated fiscal implications if no changes were made to current land use and growth patterns.
4. **Scenario 1: Step It Up:** The Step It Up Scenario evaluated growth based on slightly increasing allowed land uses in the study area.
5. **Scenario 2: Think Big!!!:** The Think Big Scenario evaluated growth based on expanding water and sewer to the area and dramatically increasing allowed densities and intensities in the study area.
6. **Consensus Scenario:** The Consensus Scenario, prepared using input from the Advisory Committee and residents, is built by blending the preferred aspects of the previous scenarios, and provides a balanced mix of growth to provide a balanced mix of growth to support recreation improvements, economic growth, and anticipated population growth.



The canal connecting Lake 1 and Lake 2 can signify the two different proposed development patterns around the lakes identified in the consensus scenario.



Improvements to existing parks to improve and modernize amenities can help support higher usage as Shawnee grows.

GROWTH SCENARIO WORKSHOP

A future growth scenario workshop which a variety of community members and the advisory committee was convened to explore growth under two possible scenarios.

The first part of the workshop included a review of existing growth patterns, including zoning and land use. Place types were introduced based on a mixture of the existing land use categories in the Next Horizons Comprehensive Plan (2019) and types specifically curated for the Twin Lakes. The baseline conditions and "Business as Usual" scenario were reviewed to create a foundation to build from.

The meeting facilitated small groups discussions related to the place types and the potential level of infrastructure investments associated with the Step It Up and Think Big scenarios. Study area needs included looping trails, general entertainment and services, overnight stay accommodations, enhanced public safety, and improved conservation measures.

The input from the workshop led to the place type designation and fiscal performance for each scenario. The results were discussed with the advisory committee in order to create the final consensus scenario.



Small group discussions allowed participants to express their opinions and hear from others.

SCENARIO DEVELOPMENT FISCAL ALIGNMENT

In order to determine the fiscal alignment of each scenario, a variety of data inputs and assumptions were necessary. The fiscal alignment applies a generalized cost per acre to each place type designation based on the anticipated revenues and costs of development in the defined area. The general formula for calculating the alignment per place type is as follows:

$$\text{Total Revenue Values (per acre)} - \text{Total Costs (per acre)} = \text{Net Value Per Acre}$$

In the formula above, total revenues are based on taxes, payments, permits, and similar sources, and costs are related to City expenditures such as roads, utilities, and similar public services. The net value per acre is multiplied by the total amount of acreage for the place type.

The evaluations of the overall acreage for the place types were then normalized based on the general assumptions for the scenarios. The assumptions focus on estimated population growth over the plan horizon and a general percent build-out of each place type.

A summary of the two possible scenarios is shown on the following pages.

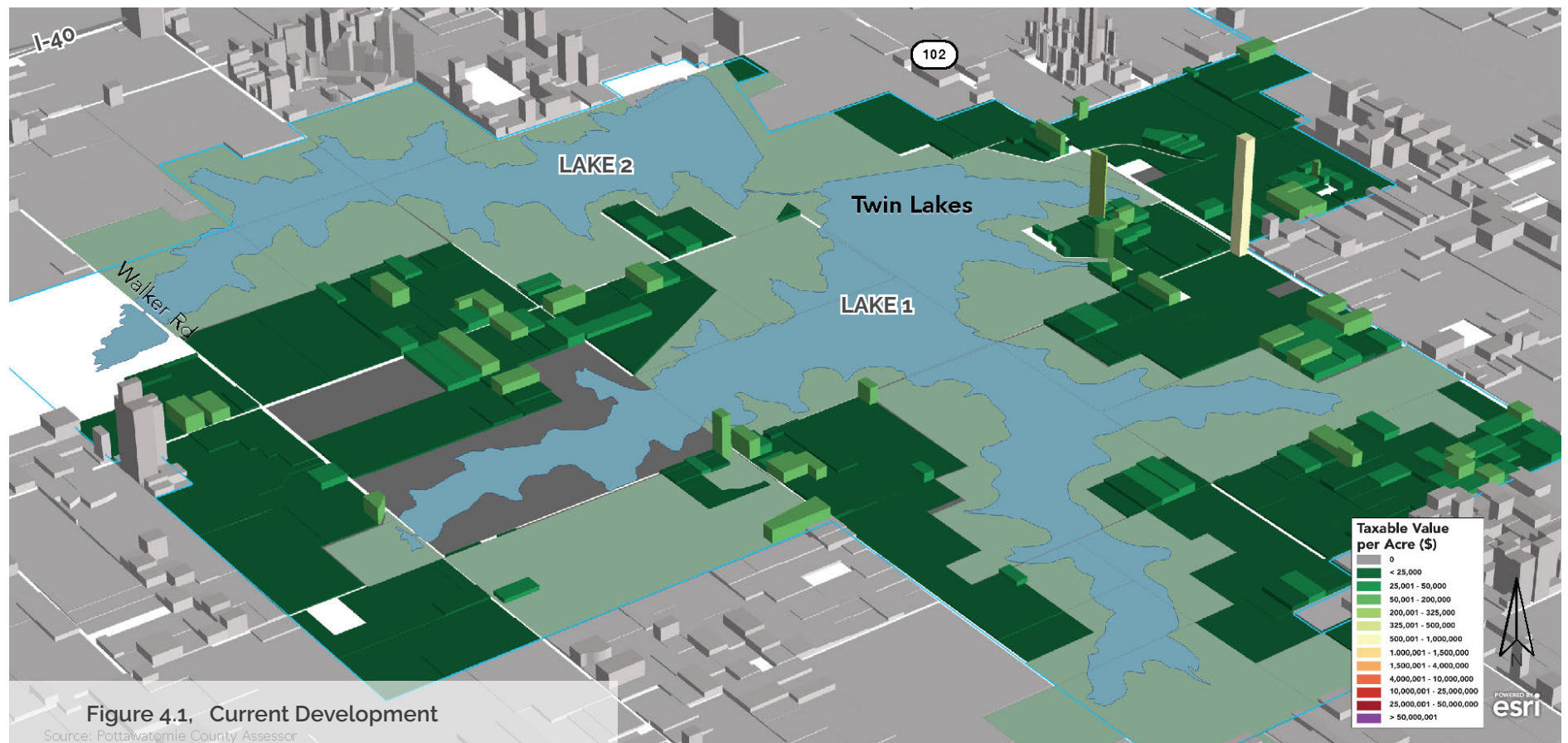


Each group presented their scenarios, including what kind of uses should be allowed where, and what recreation facilities should be included.

“BUSINESS AS USUAL” SCENARIO

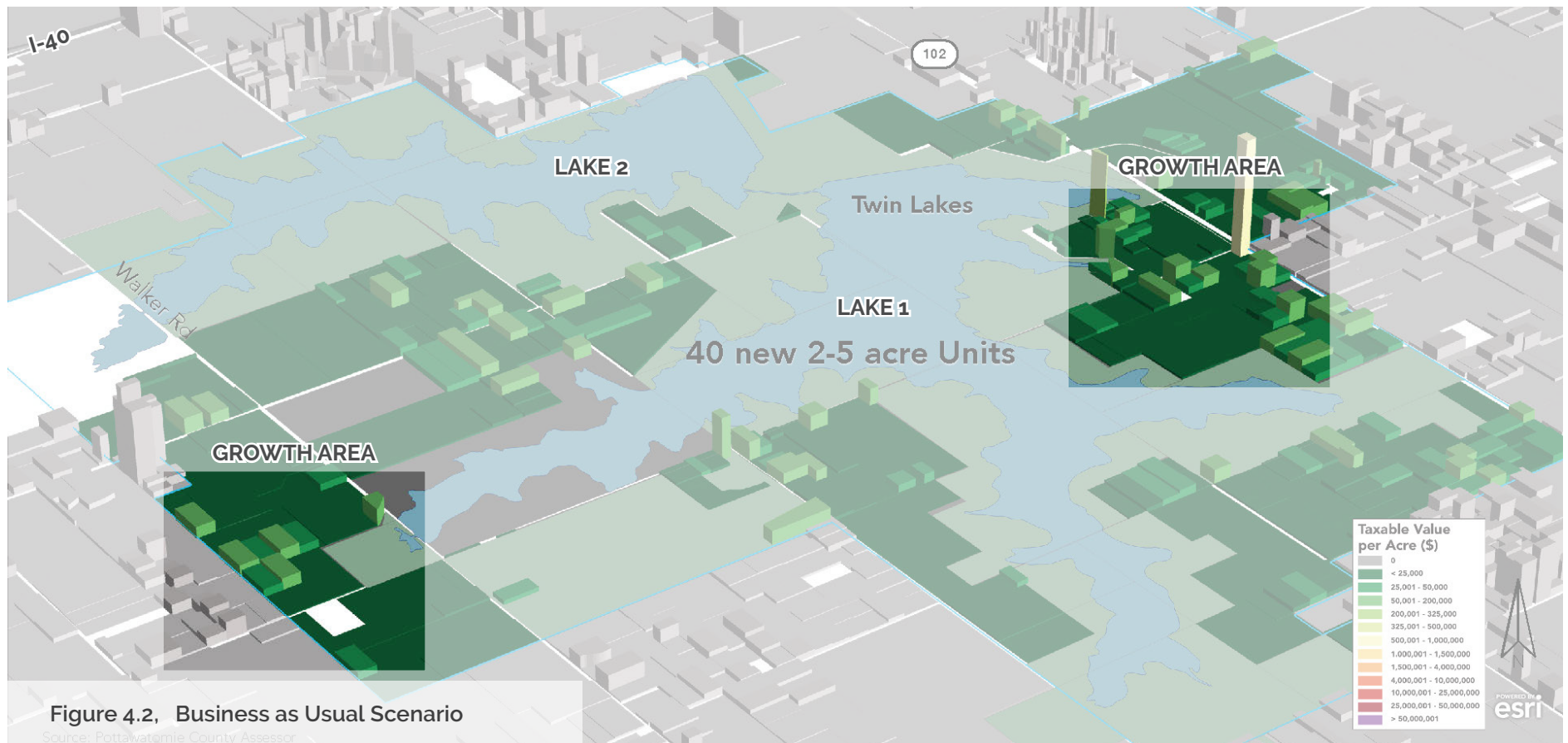
The “Business as Usual” scenario used the projection of current development trends and types to illustrate future growth in the study area. **Figure 4.1**, Current Development (below) shows the existing value per acre, and **Figure 4.2**, Business as Usual Scenario (page 60) illustrates the anticipated location and estimated value per acre for new residential development in the study area, primarily on the western and eastern sides of Lake 1, as shown within the boxes in the figure and labeled as “Growth Area”.

The Business as Usual scenario assumed that similar development trends and investments would be made through the plan horizon. This included approximately 40 new dwelling units and no new commercial. The low projected growth rate limits new revenue for the City. The Business as Usual scenario assumes no changes to the future land use map in the study area.



New growth is assumed to occur near OK-102, where recent rezoning requests have been made, and on the west side of the study area to absorb population growth from the Oklahoma City metropolis. New residential development is consistent with larger lot (one acre or more) home sites serviced by well and septic systems.

The scenario also assumes the same level of investment in public infrastructure, including limited improvements to recreation areas, routine maintenance to roads, and no expansion in the delivery of public services. By limiting future expenditures, the City does not assume many new costs for the area. The estimated net fiscal performance for this scenario is \$145,396, likely due to the limited infrastructure improvements and investments.



STEP IT UP SCENARIO

The Step It Up Scenario evaluated the study area as if the development was increased slightly from the business as usual scenario.

- **Residential Assumptions:** This scenario assumes a population growth of 800 new residences in the study area, which is around 14 percent of the future population growth assumed for the City of Shawnee. To accommodate this, there is an assumed increase in large lot residential primarily east and north of the Twin Lakes where population is expected to expand to first from Shawnee proper.
- **Commercial Assumptions:** Expanded commercial growth is generally limited in scale, and is assumed to be consolidated at key intersections along OK-102 and Lake Road. The addition of "Lakeside Markets" at parks will provide supplemental small-scale commercial services at these areas.
- **Recreation Assumptions:** Investments to existing recreation facilities are moderate. Improvements are assumed to include the modernization of recreational amenities at existing parks and developing limited areas for RV and short-term overnight stay accommodations, such as primitive campgrounds.
- **Public Infrastructure Assumptions:** There will be limited improvements to public infrastructure. There may be minor roadway improvements to support new recreation uses and residential growth. Water and sewer services would not be extended to the area.

FISCAL IMPLICATIONS

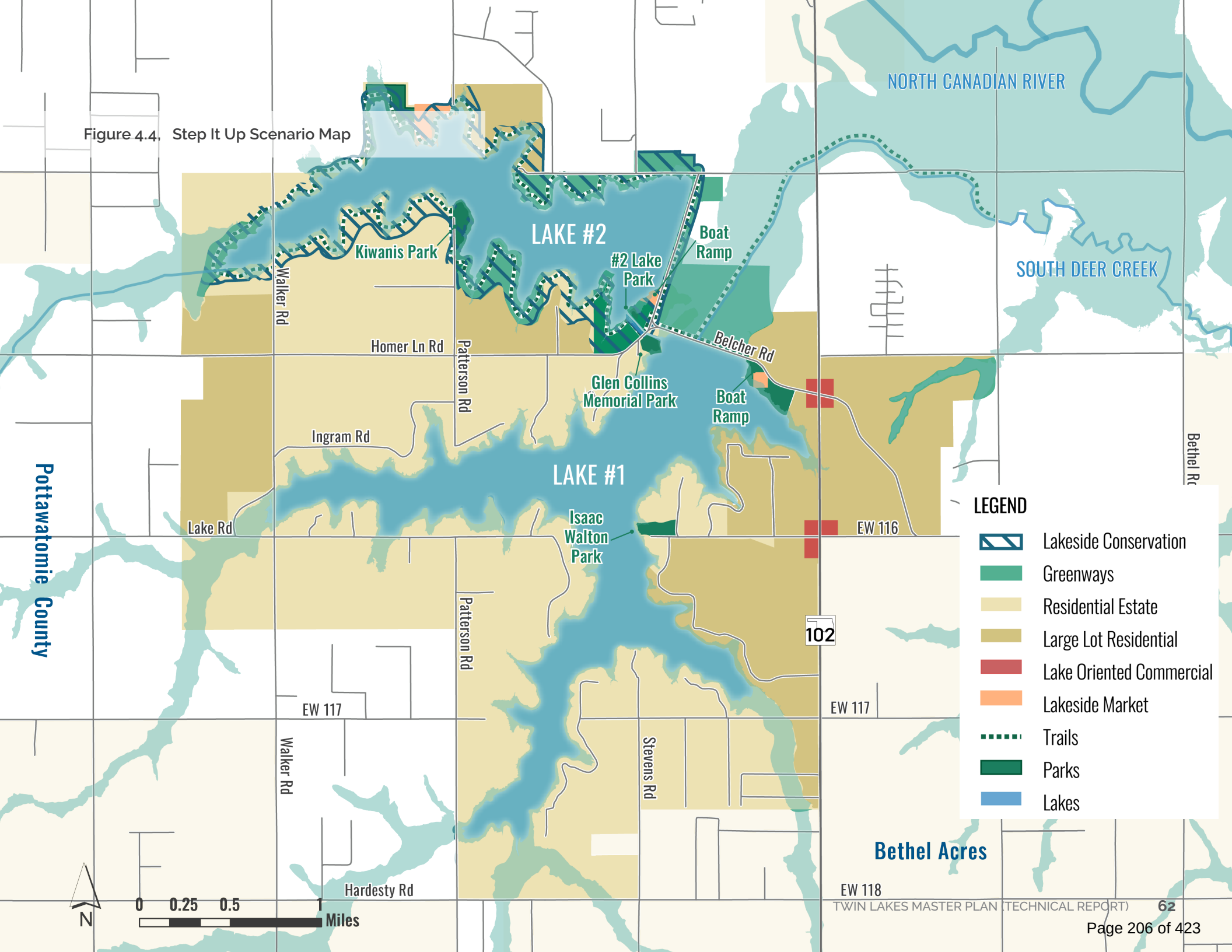
The Step It Up Scenario is estimated to have a negative net revenue for the City of approximately \$350,000 dollars annually. This largely stems from the lack of commercial and recreation growth which are the largest contributors to revenue generation for the study area.

Figure 4.3. Step It Up Scenario Summary

Place Type Category	Approx. Acres	Percentage
Residential Estate	3,658	47%
Large Lot Residential	996	13%
Lakeside Market	32	<1%
Lake Oriented Commercial	103	1%
Parks/Greenways	764	10%
The Twin Lakes*	2,166	28%
Totals	7,719	100%

*The Twin Lakes area consists of the lakes. While a conservation overlay may be applied to the overall area, it is not included as its own acreage. It is included within other place type calculations.

Figure 4.4. Step It Up Scenario Map



LEGEND

- Lakeside Conservation
- Greenways
- Residential Estate
- Large Lot Residential
- Lake Oriented Commercial
- Lakeside Market
- Trails
- Parks
- Lakes

Bethel Acres

THINK BIG!! SCENARIO

The Think Big Scenario evaluated the study area if there were major increases to densities and intensities from the business as usual scenario.

- **Residential Assumptions:** This scenario assumes a population growth of 2,000 new residences in the study area, which is around 34 percent of the future population growth assumed for the City of Shawnee. To accommodate this, there is an assumed increase in residential units of varying densities east and north of the Twin Lakes including smaller lot single-family, townhomes, and apartments. Additional large lot residential along the western edge of the study area is anticipated due to growth pressures extending from the OKC Metroplex.
- **Commercial Assumptions:** There is greater commercial and mixed-use growth east of the Twin Lakes. These areas accommodate retail, entertainment, overnight stay accommodations, and offices. The larger scale commercial areas support residences and visitors.
- **Recreation Assumptions:** There are major investments to recreational facilities, including the development of RV Parks, the addition of Destination Recreation, and general modernization of existing amenities. The enhanced amenities will draw more visitors to the Twin Lakes.
- **Public Infrastructure Assumptions:** There may be major roadway improvements to support new recreation uses and residential growth. Water and sewer services are extended to the area.

FISCAL IMPLICATIONS

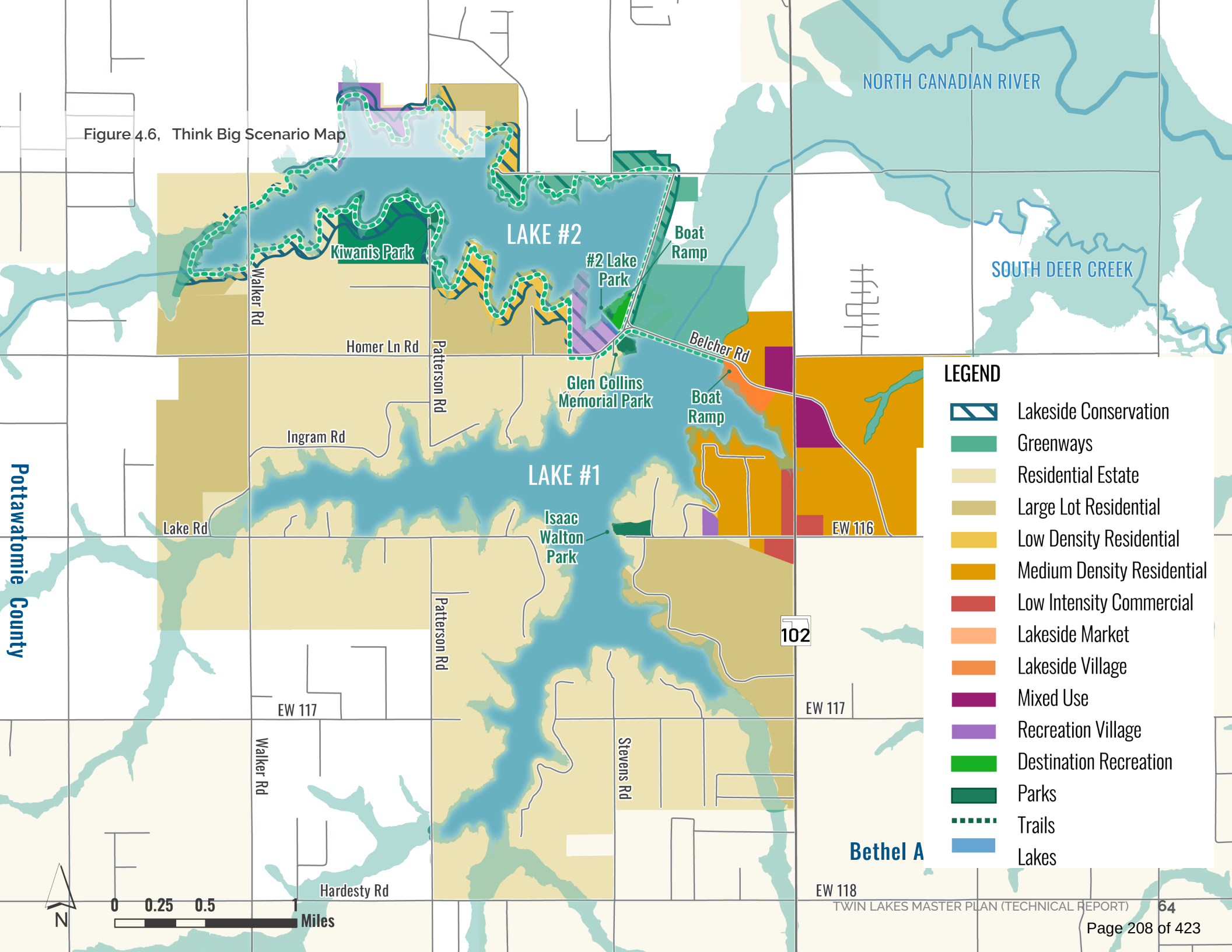
The Step It Up Scenario is estimated to have a negative net revenue for the City of approximately \$641,000 dollars annually. This largely is due to the cost to expand water and sewer services to the study area.

Figure 4.5, Think Big Scenario Summary

Place Type Category	Approx. Acreage	Percentage
Residential Estate	2,655	34%
Large Lot Residential	412	5%
Low Density Residential	542	7%
Medium Density Residential	698	9%
Low Intensity Commercial	115	1%
Lakeside Market	11	0%
Lakeside Village	84	1%
Mixed Use	49	1%
Parks/Open Space	714	9%
Recreation Village	245	3%
Destination Recreation	28	0%
Twin Lakes	2,166	28%
Totals	7,719	100%

*The Twin Lakes area consists of the lakes. While a conservation overlay may be applied to the overall area, it is not included as its own acreage. It is included within other place type calculations.

Figure 4.6, Think Big Scenario Map



LEGEND

- Lakeside Conservation
- Greenways
- Residential Estate
- Large Lot Residential
- Low Density Residential
- Medium Density Residential
- Low Intensity Commercial
- Lakeside Market
- Lakeside Village
- Mixed Use
- Recreation Village
- Destination Recreation
- Parks
- Trails
- Lakes

Bethel A

EW 118

TWIN LAKES MASTER PLAN (TECHNICAL REPORT)

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CONSENSUS SCENARIO

The Consensus Scenario blended the two scenarios in order to achieve a more balanced growth pattern and fiscal outcomes.

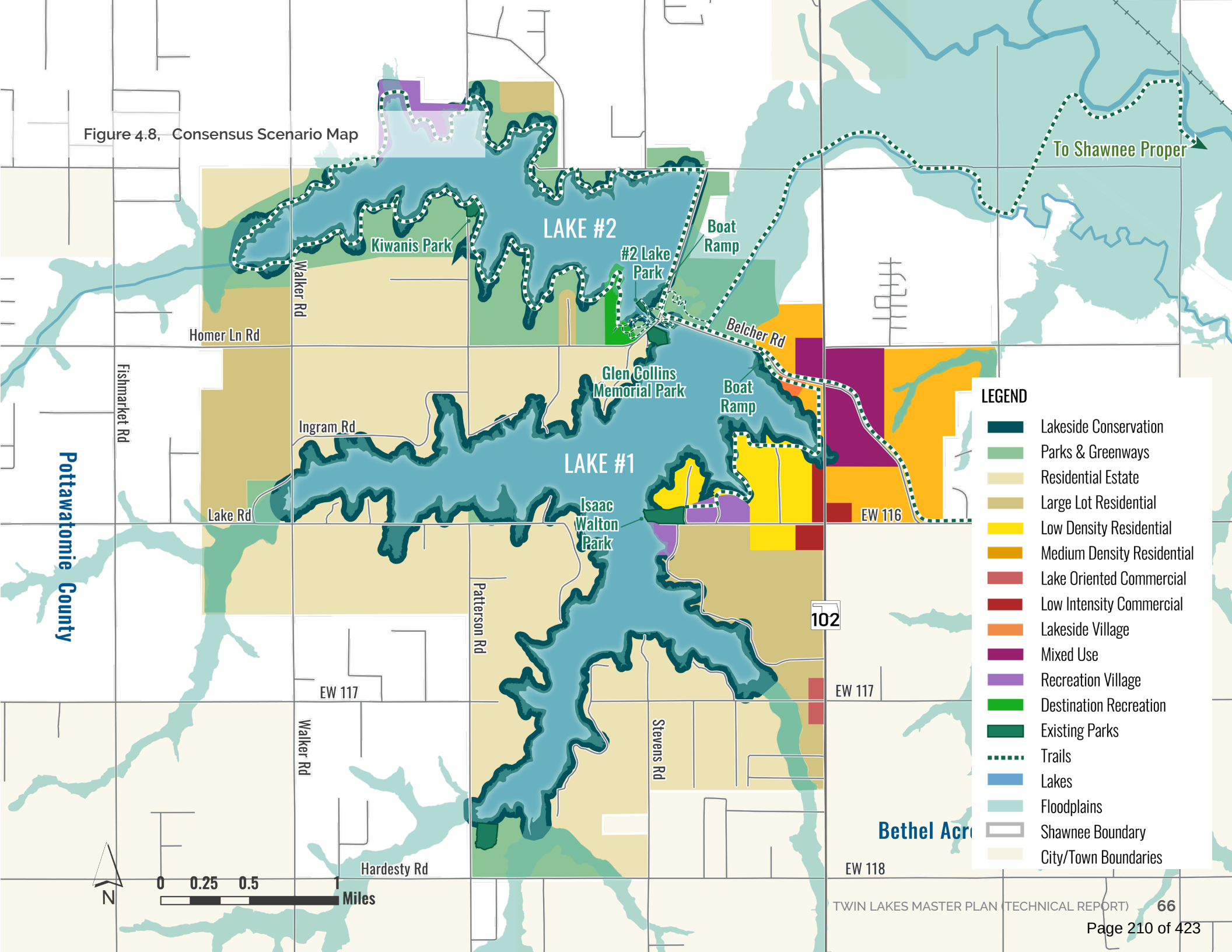
- **Residential Assumptions:** The scenario assumes a population growth of 2,000 new residences in the study area, which is around 34 percent of the future population growth assumed for the City of Shawnee. To accommodate this, there is an assumed increase in residential units of varying densities east of the Twin Lakes, including smaller lot single-family, townhomes, and apartments. Not all of the land area designated for residential place types are assumed to be built-out through the 20-year plan horizon.
- **Commercial Assumptions:** There is greater commercial and mixed-use growth east of the Twin Lakes, concentrated near the OK-102 and Lake Road intersection. These areas accommodate retail, entertainment, overnight stay accommodations, and offices. The larger scale commercial areas support residences and visitors. While larger areas have commercial-based place types, only a small percentage of the parcels are projected to be built-out through the 20-year plan horizon.
- **Recreation Assumptions:** There are major investments to recreational facilities, including the development of RV Parks, Destination Recreation, a lodge, and the modernization and redevelopment of existing amenities. The enhanced amenities will draw more visitors to the Twin Lakes and provide more opportunities for camping, recreating, and relaxing at the Twin Lakes.
- **Public Infrastructure Assumptions:** There may be major roadway improvements to support new recreation uses and residential growth. Water and sewer services are extended to portions of the area north of Lake Road. Municipal services may be provided at higher rates to development outside of the City limits.
- **Conservation Measures:** Enhanced conservation areas around the lakes will ensure the long-term sustainability of the lakes water quality.

Figure 4.7, Consensus Scenario Summary

Zoning District	Approx. Acreage	Percentage
Residential Estate	2,584	33%
Large Lot Residential	741	10%
Lake Oriented Commercial	49	1%
Low Density Residential	236	3%
Medium Density Residential	418	5%
Low Intensity Commercial	65	1%
Lakeside Village	5	0%
Mixed Use	138	2%
Parks and Greenways	991	13%
Destination Recreation	4	0%
Recreation Village	99	1%
Twin Lakes & Lakeside Conservation	2,389	31%
Totals	7,719	100%

*The Twin Lakes & Conservation area consists of the lakes, floodplains, and additional buffers. The conservation area may be increased in areas that are environmentally sensitive or publicly owned.

Figure 4.8, Consensus Scenario Map



CONSENSUS SCENARIO FISCAL PERFORMANCE

The Consensus Scenario is estimated to have a negative net revenue for the City of approximately \$23,000 dollars annually, based on 2023 dollars, however it should be noted that the numbers can be affected by many things and will vary over time. This largely is due to the cost to expand water and sewer to the study area. While the consensus scenario does not show a positive return, there are factors that can contribute to a more balanced future.

- **Land Use Mix:** As highlighted in the assumptions, there are a variety of residential and commercial uses permitted with the consensus scenario. The assumptions include 2,000 new residences and only a portion of the parcels being built out by the planning horizon. If growth rates are higher with greater development in retail and commercial services, there would be higher revenues due to more residents sharing the cost of the public infrastructure and greater tax revenues.
- **Recreation Fees:** There is a larger emphasis placed on revenue opportunities with recreational areas, including payment for entry, rentals, overnight stay accommodations, Enhancements to the permitting system and increasing the types of permits, will help increase general revenues which can then be filtered back into the recreation components in the Twin Lakes.
- **Public Infrastructure Fees:** The expansion of municipal services may be not limited to city residents. While the rural water district provides potable water, there is not access to sanitary sewer. If residents outside of the City limits request access to the sanitary sewer system, Shawnee could charge higher rates for non-city residents. This type of fee system can supplement the City's investment into the utility system.
- **Lease Program:** The City of Shawnee owns a significant amount of land around the lakes and within the study area. If the lease program continues, the City should evaluate a tiered fee system in addition to increasing the existing fees to better support the provision of public services to the area.

THE FUTURE DEVELOPMENT PLAN

The Future Development Plan is based on the "Consensus Scenario". The development plan establishes the formal policy for land use and development in the Twin Lakes study area. The future development map depicts growth through a place-based approach, which uses land uses as well as the intended character and scale of development, to guide how future growth should occur within an area. The Twin Lakes Master Plan applies 12 distinct place types, ten of which originate from the Shawnee Next Horizons Comprehensive Plan (2019) but have been updated to better support the desired development pattern within the Twin Lakes study area. Place types are described in more detail on pages (71-82).

FUTURE DEVELOPMENT PLAN INTERPRETATION

In considering development proposals and zoning decisions for Twin Lakes study area properties, policy makers, plan implementers, developers, and the public should make the following assumptions:

GENERALIZED MAP¹

The Future Development Plan map should be interpreted generally and is not intended to provide the specificity or the rigidity of a zoning map or engineering document.

The boundaries between land uses on the map are "fuzzy" lines and are meant to show approximate areas for transition, rather than rigid boundaries. The exception to this are those areas that preserve floodplains and wetlands.

PROPERTY OWNERS DECIDE¹

The Future Development Plan map depicts new land uses for privately owned properties. The transition of these properties from their current use to the depicted use is expected to occur slowly over time, in response to market demands as property owners voluntarily sell, develop, or change the use of their land, or in the case of municipal properties, at the time the City chooses to promote new investment opportunities.

1: Derived from Shawnee Next Horizons Comprehensive Plan (2019)

STREET CONNECTIVITY¹

Critical arterial and collector street connections are specified on the Future Development Plan map, though the exact routes will depend on detailed engineering studies. Local streets will be determined as development occurs.

PRECEDENCE

The distribution of place types on the Future Development Plan map differs than those in the Shawnee Next Horizons Future Land Use Plan. New place types have also been added to the Future Development Plan while pre-existing land use classifications have been modified on a case-by-case basis.

Where such variations exist, the provisions of this Master Plan will take precedence.

GROWTH PATTERNS

While the Future Development Plan depicts development patterns and place types significantly higher than what currently exists today, it is important to acknowledge that the growth is focused within a small part of the study area. Over 83 percent of the study area is classified as rural or conservation place types. This means that a majority of the study area will remain like it is today, with a more pastoral and placid atmosphere.

PLACE TYPES

The Twin Lakes future development plan has been prepared by using a 'place based' approach to land use and development patterns. This approach looks beyond the basic use of land to also consider building and site design characteristics - including development intensity and form, appearance, and physical arrangement - to present the preferred image of the area over time. The place types are grouped into three overarching categories based on the intended uses, area character, and development scale. The three categories are rural, lake district, and conservation.

RURAL PLACE TYPES

Rural place types are sparsely developed areas that include significant areas of open space. These areas may include low density residential, farming, agricultural uses, and floodplains. The areas are serviced by well and septic and have rural roadway design.

LAKE DISTRICT PLACE TYPES

Lake district place types are where growth and development is anticipated to provide a wider range of uses, intensities, and densities. These areas are intended to create an environment to support tourism, retail, services, and residential uses. These areas are serviced by water and sewer and have urban roadway design that enhances walkability and connectivity.

CONSERVATION PLACE TYPES

Conservation place types support recreation and preservation along and near the twin lakes. These place types promote regional and local use of the parks while ensuring the long-term water quality of the Twin Lakes.

STUDY AREA PLACE TYPE BREAKDOWN

The following shows the breakdown of character areas, associated place types, and the approximate assigned acreage and percent of each place type within the Twin Lakes study area.

CHARACTER AREA	PLACE TYPE	ACRES	PERCENT
RURAL PLACE TYPES	RESIDENTIAL ESTATE	2,584	33%
	LARGE LOT RESIDENTIAL	741	10%
	LAKE ORIENTED COMMERCIAL	49	1%
LAKE DISTRICT PLACE TYPES	LOW DENSITY RESIDENTIAL	236	3%
	MEDIUM DENSITY RESIDENTIAL	418	5%
	LOW INTENSITY COMMERCIAL	65	1%
	LAKESIDE VILLAGE	5	<1%
	MIXED USE	138	2%
	DESTINATION RECREATION	4	<1%
CONSERVATION PLACE TYPES	LAKESIDE CONSERVATION	2,389*	31%
	PARKS AND GREENWAYS	991	13%
	RECREATION VILLAGE	99	1%

*Approximate area of lakes and conservation area, however the conservation area may extend into other place types.

PLACE TYPE DESCRIPTIONS

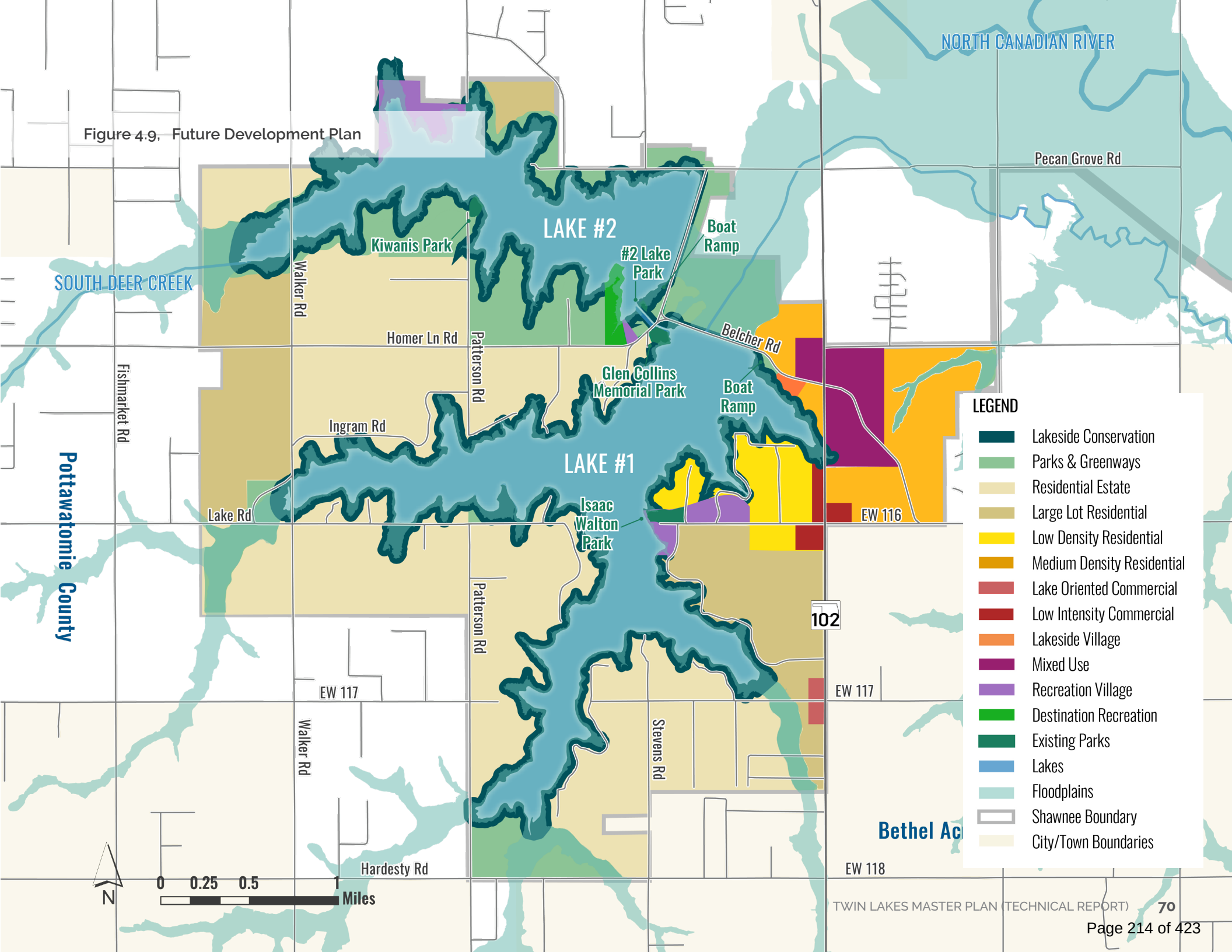
The Twin Lakes Master Plan applies 12 distinct place types, ten of which originate from the Shawnee Next Horizons Comprehensive Plan (2019) but have been updated to better support the desired development pattern within the Twin Lakes study area.

Each place type includes the following elements:

- **Description:** The purpose and overarching character.
- **Potential Zoning:** Each place type may be implemented through a variety of existing zoning districts. In some cases, new zoning districts may be required.
- **Intensity:** The scale of growth, either expressed as dwelling units per acre.
- **Uses:** Lists general uses allowed in each place type.
- **Form:** Highlights development parameters to create the intended character, including general location, development considerations, and mobility connectivity.
- **Compatibility:** Defines how developments should align with surrounding areas.
- **Parking:** Describes how parking areas should be designed.

The place types build on the existing future land use categories. The abbreviation N/A is used where there are no differences from the comprehensive plan development parameters.

Figure 4.9. Future Development Plan



LEGEND

- Lakeside Conservation
- Parks & Greenways
- Residential Estate
- Large Lot Residential
- Low Density Residential
- Medium Density Residential
- Lake Oriented Commercial
- Low Intensity Commercial
- Lakeside Village
- Mixed Use
- Recreation Village
- Destination Recreation
- Existing Parks
- Lakes
- Floodplains
- Shawnee Boundary
- City/Town Boundaries

RESIDENTIAL ESTATE

DESCRIPTION

Residential Estate areas are intended for large lot (5+ acre) rural living areas that emphasize single family, and may include themed subdivisions or clustered to preserve open space. Low-intensity agricultural-related commercial uses may be allowed along major roadways.

POTENTIAL ZONING

Agricultural District, Lake Zoning District

INTENSITY

1 unit per 5-acres

USES

Large lot residential homes, ranchettes, and agriculture related services are appropriate in these areas. Civic uses are generally allowed, with special permission for higher intensity uses.

FORM

Larger residential development lots (5+ acres) will be on well and septic serviced by rural roadways. Residential Estates will have deep setbacks and wide lots to promote a sense of more rural living. Open spaces and environmentally sensitive areas, such as drainage ways, native prairies, or other floodplains, should be preserved.

COMPATIBILITY

Compatible with most detached single-family housing. Traffic and higher intensity uses should be directed away from these areas. Building elements and scale should be consistent with the surrounding areas.

PARKING

A majority of parking should be accommodated off-street in private garages and driveways. For commercial uses, off-street parking areas should be accommodated in surface parking lots. Parking facilities should be designed to manage stormwater and be screened from adjacent, non-complimentary land-uses.



Example of Residential Estate



Example of Residential Estate

LARGE LOT RESIDENTIAL

DESCRIPTION

Large Lot Residential neighborhoods emphasize single-family detached homes on lots greater than one acre.

POTENTIAL ZONING

Agricultural District, Lake District

INTENSITY

>1 unit per acre

USES

The Large Lot Residential uses are single-family detached housing with 1 unit per acre. Civic uses, such as parks, churches, schools, and government uses may be allowed. Developments larger than three acres per unit will likely not have city services in the future.

FORM

N/A (see *Large Lot Residential in Shawnee Next Horizons Comprehensive Plan (2019) page 91*).

COMPATIBILITY

Compatible with most detached single-family housing. Traffic and higher intensity uses should be directed away from these areas. Building elements and scale should be consistent with the surrounding areas.

PARKING

N/A (see *Large Lot Residential in Shawnee Next Horizons Comprehensive Plan (2019) page 91*).



Example of Large Lot Residential Type



Example of Large Lot Residential Type

LAKE ORIENTED COMMERCIAL

DESCRIPTION

Areas with easily accessed by the Shawnee lakes. Commercial services should serve residents in the area and visitors using the lakes for recreational purposes. These areas are serviced by well and septic systems.

POTENTIAL ZONING

Local Commercial, Lake District

INTENSITY

N/A

USES

A mix of complementary small scale commercial uses including service oriented businesses.

FORM

N/A (see *Lake Oriented Commercial in Shawnee Next Horizons Comprehensive Plan (2019) page 99*).

COMPATIBILITY

N/A (see *Lake Oriented Commercial in Shawnee Next Horizons Comprehensive Plan (2019) page 99*).

PARKING

N/A (see *Lake Oriented Commercial in Shawnee Next Horizons Comprehensive Plan (2019) page 99*).



Example of Lake Oriented Commercial



Example of Lake Oriented Commercial

LOW DENSITY RESIDENTIAL

DESCRIPTION

Neighborhoods emphasizing single-family detached homes, although other single-family attached and small lot single-family homes may be permitted based on location.

POTENTIAL ZONING

Single-Family Residential districts

INTENSITY

1-4 units/acre

USES

Primarily single-family detached development, although innovative single-family forms may be permitted with special review. Civic uses are generally allowed, with special permission for higher intensity uses. Development will be serviced by city utilities (i.e., water and sewer).

FORM

N/A (see *Low Density Residential in Shawnee Next Horizons Comprehensive Plan (2019) page 92*).

High emphasis shall be placed on providing pedestrian trails and connections to the Twin Lakes parks.

COMPATIBILITY

Compatible with most detached single-family housing. Limited attached single-family and townhomes may be appropriate near commercial uses. Traffic and higher intensity uses should be directed away from these areas. Building elements and scale should be consistent with the surrounding areas.

PARKING

N/A (see *Low Density Residential in Shawnee Next Horizons Comprehensive Plan (2019) page 92*).



Example of Low Density Residential



Example of Low Density Residential

MEDIUM DENSITY RESIDENTIAL

DESCRIPTION

Neighborhoods that incorporate a mix of housing types, including single-family detached and attached, townhouse, and small lot single-family. Civic uses would also generally be allowed, with special permissions for higher intensity uses.

POTENTIAL ZONING

Combined Residential District

INTENSITY

4-12 units per acre

USES

There should be a mix of housing styles including single-family detached, single-family attached, and townhouses. Civic uses are allowed. Limited multi-family development may be allowed with special review

FORM

N/A (see *Medium Density Residential in Shawnee Next Horizons Comprehensive Plan (2019) page 93*).

High emphasis shall be placed on providing pedestrian trails and connections to the Twin Lakes parks.

COMPATIBILITY

Compatible with a mixture of residential uses. Appropriate buffers shall exist between higher density and intensities areas with lower density single-family detached areas.

PARKING

N/A (see *Medium Density Residential in Shawnee Next Horizons Comprehensive Plan (2019) page 93*).

Off-street parking lots shall incorporate low-impact development techniques and manage stormwater.



Example of Medium Density Residential



Example of Medium Density Residential

LOW INTENSITY COMMERCIAL

DESCRIPTION

These are areas with easily accessed neighborhood commercial services. Development in this area may support lake users, residents, or customers from the larger region.

POTENTIAL ZONING

Neighborhood Commercial District; Suburban Office Commercial District

INTENSITY

7-12 units per acre

USES

Smaller scale commercial uses with limited higher density residential uses and civic uses. Amenities such as parks, plazas, and quality streetscapes should act as neighborhood centers.

FORM

N/A (see *Low Intensity Commercial in Shawnee Next Horizons Comprehensive Plan (2019) page 96*).

High emphasis shall be placed on providing pedestrian trails and connections to the Twin Lakes parks.

COMPATIBILITY

N/A (see *Low Intensity Commercial in Shawnee Next Horizons Comprehensive Plan (2019) page 96*).

PARKING

N/A (see *Low Intensity Commercial in Shawnee Next Horizons Comprehensive Plan (2019) page 96*).

Off-street parking lots shall incorporate low-impact development techniques. Generally, off-street parking areas should be located to the side and rear of commercial buildings.



Example of Low Intensity Commercial



Example of Low Intensity Commercial

LAKESIDE VILLAGE

DESCRIPTION

These areas include a mix of commercial and residential uses along the lake shore of Lake 1. This area should include a diversity of land uses along interconnected streets to encourage walkability and activate the lakes for commercial and retail services.

POTENTIAL ZONING

Neighborhood Commercial District; Central Business District

INTENSITY

12+ units per acre

USES

Integrated mixed-use development including commercial, multi-family, single-family attached, tourism-related uses, and offices to support a dynamic lakeside community.

FORM

High emphasis shall be placed on providing pedestrian trails and connections to the Twin Lakes parks and lake shore. Buildings are less than four stories and set back a minimum of 100' from the normal high water line. There should be a high level of connectivity throughout the lakeside village, and the site and building design and operations should support a pedestrian friendly environment.

COMPATIBILITY

Compatible with a mixture of uses that can be close together and horizontally or vertically integrated. Appropriate buffers shall exist between the development and the lake shore, and between less intensive land uses.

PARKING

Parking is accommodated through surface parking lots or parking structures. Parking should be screened from street fronts behind active store fronts. Off-street parking lots shall incorporate low-impact development techniques and manage stormwater.



Example of Lakeside Village



Example of Lakeside Village

MIXED USE

DESCRIPTION

These areas improve economic performance and opportunities for social interaction, by locating diverse and complementary uses in close proximity. Higher-density mix of housing, major commercial, office, and tourism-related uses create vibrant areas.

POTENTIAL ZONING

Neighborhood Commercial District; Central Business District

INTENSITY

12+ units per acre

USES

Integrated mixed-use development including commercial, multi-family, single-family attached, tourism-related uses, offices, and other regional attractors. Residential uses range from townhomes to apartments.

FORM

N/A (see *Mixed Use in Shawnee Next Horizons Comprehensive Plan (2019) page 95, except industrial uses are not permitted*).

High emphasis shall be placed on providing pedestrian trails and connections to the Twin Lakes parks.

COMPATIBILITY

N/A (see *Mixed Use in Shawnee Next Horizons Comprehensive Plan (2019) page 95*).

Buildings shall be less than five stories and incorporate buffers between less compatible uses.

PARKING

N/A (see *Mixed Use in Shawnee Next Horizons Comprehensive Plan (2019) page 95*).

Off-street parking lots shall incorporate low-impact development techniques.



Example of Mixed Use



Example of Mixed Use

DESTINATION RECREATION

DESCRIPTION

Destination Recreation are recreation facilities that acts as a statewide draw for tourism. Destination Recreation will include elements not typically found in other parks.

POTENTIAL ZONING

New District Likely Needed

INTENSITY

N/A

USES

Should include ADA accessible facilities, such as kayak launches, play equipment, and walking paths. Small-scale commercial uses could be included within the destination recreation area. Overnight accommodations in the form of a lodge or hotel may be appropriate.

FORM

High emphasis shall be placed on providing pedestrian trails and connections to the Twin Lakes parks and lake shore. Tourism-related uses and park infrastructure is ADA accessible. Structures shall generally be less than three stories or 45 feet.

COMPATIBILITY

Compatible with a mixture of uses that support tourism, including a small theme park or destination resort that is a regional tourism attraction. Appropriate buffers shall exist between the development and the lake shore.

PARKING

Parking is accommodated through surface parking lots or parking structures. Parking should be screened from street fronts. Off-street parking lots shall incorporate low-impact development techniques and manage stormwater.



Example of Destination Recreation



Morgan's Wonderland in San Antonio, Texas is an example of a type of Destination Recreation. Photo Source: Leisurecamp.net

LAKESIDE CONSERVATION

DESCRIPTION

Lakeside Conservation areas are an overlay area along the lakeside with standards to protect the shoreline. The lakeside conservation will protect water quality, enhance wildlife habitats, and reduce shoreline erosion.

POTENTIAL ZONING

Improvement to Existing Overlay

INTENSITY

N/A

USES

The area should maintain and enhance native vegetation. The removal of native vegetation for excavation, building, seawalls, or similar uses is prohibited. Permits are required to build docks through the lakeside conservation areas.

FORM

High emphasis shall be placed on protecting the shoreline. An additional setback from the ordinary high water line should be placed for any structure. Development within the setback is limited.

COMPATIBILITY

Appropriate spacing requirements must be met between any buildings and the lakeside conservation area. Any future clearing of vegetation is prohibited, and existing seawalls shall not be expanded.

PARKING

N/A



Example of Lakeside Conservation



Example of Lakeside Conservation

PARKS AND GREENWAYS

DESCRIPTION

Parks are areas that provide recreation opportunities along Twin Lakes.

POTENTIAL ZONING

Various

INTENSITY

N/A

USES

Parks uses are primarily natural. If there is any development, it is recreational and low impact to the environment to protect the open natural space. Some development examples might be park shelters, trail corridors, or nature preserves.

FORM

N/A (see *Parks & Greenways in Shawnee Next Horizons Comprehensive Plan (2019) page 102*).

COMPATIBILITY

N/A (see *Parks & Greenways in Shawnee Next Horizons Comprehensive Plan (2019) page 102*).

Generally, more intensive recreation uses, such as ball fields, are discouraged.

PARKING

N/A (see *Parks & Greenways in Shawnee Next Horizons Comprehensive Plan (2019) page 102*).

Off-street parking lots shall incorporate low-impact development techniques.



Example of Campsite Amenities and Pad Space



Example of a Lakefront Park Amenity

RECREATION VILLAGE

DESCRIPTION

A Recreation Village is an overnight stay park, with a wide variety of recreation facilities and services needed to support a range of users. All recreation villages must be ADA accessible.

POTENTIAL ZONING

N/A

INTENSITY

N/A

USES

Overnight accommodations such as camping hook-ups, cabins, yurts, and lodges facilitate visitor stays at the Twin Lakes. Supporting recreational uses such as trails, kayaking, beaches, play equipment, and picnic areas support park users. Small-scale commercial uses within the park, such as a convenience store or restaurant is allowed within the park area.

FORM

High emphasis shall be placed on protecting the shoreline. An additional setback from the ordinary high water line should be placed for any structure. Development within the setback is limited to passive recreation uses. An interconnected trail network should be included within the park and connecting to surrounding areas.

COMPATIBILITY

Appropriate spacing requirements must be met between any buildings or camping areas and the lakeside conservation area. Appropriate buffering between surrounding residential areas and the campgrounds should be included.

PARKING

Off-street parking lots shall incorporate low-impact development techniques and manage stormwater. RV parking areas must incorporate vegetation and spacing to promote privacy within each parking area.



Example of a Recreation Village Cabin



Example of a Recreation Village RV Campsite





5 WORK PROGRAM

THE WORK PROGRAM

This final chapter represents the collective recommendations and implementation work program based on the needs assessments. The work program serves as a checklist for Shawnee moving forward as the City implements the plan over the next 20 years.

The work program focuses on policies, programs, and investments related to specific topics for Twin Lakes growth and development. These include:

- **Growth Patterns** focus on implementing the Future Development Plan and encouraging appropriate development character for the study area (pages 87 - 91).
- **Public Infrastructure:**
 - **Roadways and Multi-Modal Access** includes roadway and pedestrian improvements throughout the study area to enhance access for all types of movement (pages 93 - 98).
 - **Utilities** provides recommendations on the timing type of expansion of water and wastewater services (pages 99 - 102).
 - **Recreation** outlines recommendations to improve existing and future recreation areas (pages 103 - 116).
- **Public Safety Services** produces guidance to improve emergency responses in the study area (pages 117 - 122).
- **Natural Features** supports water quality preservation and the protection of the shoreline (pages 123 - 128).

Work program strategies are provided on subsequent pages with explanatory text. Each topical section is concluded with the work program table. Strategies are organized by topic, not priority level. Please reference the work program tables (Figures 5.1 - 5.6) for strategy type, timeframe, general cost range, implementing agency, potential partnerships, guiding principles, and corresponding strategies.

STRATEGY TYPES

The work program includes over 64 recommended strategies (actions) which can be undertaken to address the needs outlined by the Master Plan to create a Twin Lakes that is more broadly enjoyed, environmentally secure, and better served than today. Each recommended strategy is categorized by type.

PROGRAM AND POLICY STRATEGIES:

- **Study:** Follow-up analysis or investigation required to determine the best solution.
- **Regulation:** New or change to existing regulation which requires Council approval of changes to City ordinances.
- **Policy:** New or modified formal process or procedure that guides and/or enforces City decisions.
- **Partnership:** Formal or informal agreement with an external entity to pursue shared goals.
- **Revenue:** New or modified fees to increase revenues to support the public projects recommended by the Master Plan.
- **Program:** A city initiative related to education, recreation, or sports.

INVESTMENT STRATEGIES:

- **Capital:** New or modified capital expenditure for project or operational cost.
- **Operational:** New or modified program or staffing arrangement.

TIMEFRAME

Each strategy is assigned a timeframe based on when the strategy is anticipated to be initiated. Short-term strategies are more easily implementable or are a high priority for the City, while long-term strategies may be more difficult or expensive to implement.

- **Short-Term:** Strategies to be initiated in the first five years of plan implementation. Could represent high-priority strategies that are low-cost and easy to implement.
- **Mid-Term:** Strategies to be initiated in years six to 10 of plan implementation. Could represent strategies that are not high priority but should be implemented before longer-term, more visionary strategies.
- **Long-Term:** Strategies to be initiated after year 10 of plan implementation. Could represent strategies that are more complex or expensive to implement.
- **Ongoing:** Strategies that occur to an extent today and should be continuously implemented over time, or strategies that should be immediately implemented.

COST RANGES

The strategies that are categorized as investments and studies will require funding commitments to implement. The cost ranges listed in the implementation program represent relative costs as described below.

- N/A = strategies that do not require significant funding
- \$ = \$50,000 or less
- \$\$ = \$50,000 to \$100,000
- \$\$\$ = \$100,000 - \$500,000
- \$\$\$\$ = \$500,000 - \$2,000,000
- \$\$\$\$\$ = \$2,000,000 or more

COORDINATING AGENCY

The primary City department(s) which may oversee implementation efforts for individual actions. "Oversight" suggests that the coordinating City agency may lead implementation efforts or may facilitate or support implementation by partnering agencies. Where the City Manager's Office is placed in the Coordinating Agency column, it may be interpreted that the action has not yet been delegated or that one of the divisions within the City Manager's Office will be responsible for coordinating the action.

POTENTIAL PARTNERS

Although this plan was initiated by the Community Development Department, there are other departments and external partners that should be involved in implementing the plan over time. The types of implementation partners could include, but are not limited to:

- City of Shawnee Departments
- Elected and appointed officials
- Community groups, volunteer groups, sports leagues, and special interest groups
- Nearby communities and counties
- Transportation agencies
- Utility companies
- Private and for-profit entities

GUIDING PRINCIPLES

Each recommendation supports the guiding principles of the plan.

- **R:** Provide beloved and beneficial recreational amenities
- **P:** Facilitate the efficient delivery of public services
- **N:** Embrace the stewardship of our natural resources
- **G:** Promote fiscally responsible (but beneficial) growth patterns

CORRESPONDING STRATEGIES

While the implementation plan groups strategies by topics, some strategies may be related to or supported by others.

GROWTH PATTERNS

Current development within the Twin Lakes area is sparse, with acreage home sites and limited commercial services. The existing growth patterns do not support the public infrastructure needed to maintain high levels of service and quality recreation facilities in the area. Increasing densities and intensities will absorb anticipated population growth in Shawnee, and provide the City with resources to improve the provision of public services in the Twin Lakes area.

To maintain a primarily rural community that provides enhanced recreational services, directed growth is needed to fiscally support enhanced recreational offerings and provide residents with more opportunities to shop and access services closer to home. Development standards and focused growth will support the character and scale of development outlined in the "Lake District" place types.

Growth in the study area should support residents and visitors by providing a mix of commercial and retail services, entertainment options, and overnight accommodations. While development intensities and densities may be greater in the "Lake District" place types, the remainder of the study area should generally reflect the small-scale and rural nature that exists today.

POLICIES & PROGRAMS

Action G.1: Future Development Plan. Use the Future Development Plan (FDP) to guide growth and development in the Twin Lakes.

The FDP should be used as a tool for decision makers when deciding whether to approve or deny rezone requests, regulatory code updates, and policies for the study area. See pages 67 and 68 for Future Development Plan interpretation for rezone requests and guidance.

Action G.2: Lot Lease Program. Modify the lake lot lease program to help offset the costs of providing necessary public services.

- Complete the platting of existing lake lease properties to correctly determine lot sizes and boundaries.
- When the current lots are platted, future lease properties should be platted concurrently to establish boundaries prior to the lease agreement for any lot.
- Update lease fees, with an initial increase and an annual review thereafter to ensure the leases reflect a fair market value. An example of the lease fee increases is provided below:
 - Existing/Legacy leases - \$1,500 annually per acre
 - All new lake-front leases - \$2,250 annually per acre
 - All new non-lakefront leases - \$750 annually per acre

The Lake Lot Lease Program allows the City to maintain control over the lake shore while providing revenues dedicated for improvements to the Twin Lakes area. Existing leased lots are not surveyed or platted, which creates confusion and disputes for leaseholders. To accurately charge for leases, a formalized plat and a fee system that reflects lot size and lake frontage is necessary. Platting lots will also ensure setbacks for all primary, secondary, and ancillary uses are met.

The example lease prices exhibited herein are based on a review of recent land sale values in the study area during 2023. Higher fees may be appropriate based on the value of lake access to the City and its residents, regardless of land ownership. The actual values charged should be determined by the City following a more detailed revenue study.

When modifying the lease lot structure, additional adjustments to lease agreement language should also be considered to ensure that City-owned property is being utilized by leaseholders in accordance with City regulations and the recommendations of this Master Plan. Modified lease agreement language may consider lease lengths, terms of usage, design standards, City intervention for cause, enforcement surcharges, etc.

Action G.3: Improvement Districts. Evaluate adopting an improvement district for one or more of the Lake District place types, as identified in the Future Development Plan, to help fund public infrastructure projects.

The State of Oklahoma allows cities to establish improvement districts to help fund public improvements such as infrastructure, utilities, lighting, parks, landscaping, and parking, among others in a specified area or district (§11-39). Property owners within a district pay a special assessment to go towards these improvements. Property owners are responsible for creating the assessment district and the City administers the district on their behalf after it has been created. The improvement district would create a dedicated funding source for the Twin Lakes area, which would help expedite public improvements.

Action G.4: Study Area Design Standards. Adopt design standards for non-residential development in the Twin Lakes area.

- Require pedestrian facilities along roadways and connecting to buildings, ensure all public rights-of-way standards are met.
- Create aesthetic standards for development in the Lake District place types to ensure quality design, such as parking locations to the side and rear of buildings, shallow setbacks that engage pedestrian areas, high levels of open or gathering spaces, and transparency into buildings to ensure visibility and create a pedestrian-friendly environment.
- Establish maximum building heights and uses that are compatible with surrounding development and protect the character of the Twin Lakes area.
- Review signage criteria to regulate appearance, location, and general signage types allowed within the study area.

Design standards will help ensure consistent and quality development within the study area. Standards can ensure all future development is at a character and scale that supports community prosperity and enhances the public realm. Design standards may be in the form of an overlay district, supplemental zoning standards, or as a form-based code.



Non-residential development standards ensure development occurs in a manner that supports the overall desired character of a corridor. Standards may consider parking location, access requirements, setbacks, signage, building scale and massing, uses, and similar standards.



The plan recommends a wide range of infrastructure improvements, and an assessment district is a funding mechanism that can be used to support public projects. Trails, the expansion of utilities, acquisition of land, park development, roadway improvements, and other types of projects can be supported through assessment district funds.

Action G.5: Conservation Development: Prepare and apply conservation subdivision standards.

Conservation subdivisions group the residences in one area of development so open space is conserved in other areas of the development. This helps to protect the natural environment and maintain a rural character. In the example to the right, building sites are clustered together, with larger areas of open space preserved within the subdivision. Conservation subdivisions can limit the cost of expanding utilities by clustering development within one area, however, in areas where well and septic systems are required, some development regulations allow the placement of septic systems in the open areas to maintain smaller, clustered, lot sizes.

Action G.6: Destination Recreation: Incentivize private investment in "Destination Recreation" attractions and accommodations.

The development of "Destination Recreation" will take incentives, public infrastructure improvements, and significant private investments. There are a variety of measures the City can take to help encourage and support the development of destination recreation, which may include:

- *Waiving development fees for the review process for destination recreation development plans*
- *Proactively rezone the property to reflect uses needed to support the development of Destination Recreation*
- *Reducing lease costs and adjusting lease terms for the land*
- *Extending water and sewer to the property boundary*
- *Support Economic Development partnerships and contribute funds when able*
- *Support the development of a public-private-partnership (P3)*



Conservation subdivisions, which are also known as cluster developments, group the residences in one area of development so open space is conserved in other areas. This helps to protect the natural environment and maintain a rural character. The examples above show a site plan and Serenbe, GA outside of Atlanta.



Destination recreation will create a type of development that is a regional or statewide draw. There may be a variety of recreational amenities and activities that are not available on other lakes, such as a fully accessible park, on-water inflatables or slides, rides, or other types of amenities. The pictures are examples of these types of amenities for reference only.

Action G.7: Lake 2 Shoreline: Reserve a perpetual conservation buffer around Lake 2.

The Future Development Plan illustrates that Lake 2 is a primarily recreation and conservation-based lake, with park areas, lakeside conservation, and smaller short-term overnight accommodations with camping areas and a lodge. To maintain a serene atmosphere and ensure shoreline quality, the City should restrict residential development along Lake 2. Residential development may be allowed outside of conservation areas, but there should be no dock or boat access to Lake 2 outside of the designated boat launch areas.



Maintaining the natural shoreline of Lake 2 will help protect water quality, the serenity of the lake, and limit boat capacity. Not allowing residences along the lake with direct dock access will reduce the amount of boats in Lake 2 on a daily basis.

Figure 5.1, Growth Patterns Strategies Table

Strategy Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Implementing Agency	Partnerships	Guiding Principle	Corresponding Strategy
Policy & Programs								
G.1	Future Development Plan. Use the Final Development Plan to guide growth and development in the Twin Lakes area.	Policy	O	N/A	Community Development	City Departments (various)	G	
G.2	Lot Lease Program Modify the lake lot lease program to offset the costs of providing public services.	Various	S	\$\$\$	City Manager's Office	Engineering	G	
G.3	Improvement Districts. Evaluate adopting an improvement district for one or more of the Lake District place types, as identified in the Future Development Plan, to help fund public infrastructure projects.	Revenue	L	N/A	City Manager's Office	Community Development, Engineering	G	
G.4	Study Area Design Standards. Adopt design standards for development in the Twin Lakes area.	Study	S	\$\$\$	Community Development	Parks and Rec Tourism	G	
G.5	Conservation Development. Prepare and apply conservation subdivision standards.	Regulation	S	\$	Community Development		G	
G.6	Destination Recreation. Incentivize private investment in "Destination Recreation" attractions and accommodations	Capital	M	\$\$\$	City Manager's Office	Community Development	G, R	
G.7	Lake 2 Shoreline. Reserve a perpetual conservation buffer around Lake 2.	Policy	M	N/A	City Manager's Office	Community Development	G, R	

***Types of Strategies:**

Study: Follow-up analysis or investigation required to determine the best solution.
Regulation: New regulation or change to existing regulation requiring City Council action.
Policy: New or modified formal process or procedure that guides City decisions.
Partnership: Formal or informal agreement with an external entity to pursue shared goals.
Revenue: New fee or revenue collection opportunity to support public projects.
Program: A city initiative related to education, recreation, or sports.
Capital: New or modified capital expenditure for a project.
Operational: New or modified program or staffing arrangement.

****Timeframe:**

S - Short-Term: 1-3 years
M - Mid-Term: 3-5 years
L - Long-Term: 5+ years
O - Ongoing or Immediate

*****Cost Considerations:**

\$ - Less than \$50K
\$\$ - \$50K - \$100K
\$\$\$ - \$100K - \$500K
\$\$\$\$ - \$500K - 2M
\$\$\$\$\$ - More than 2M
N/A - Operation of policy change
- no significant additional cost

******Guiding Principle:**

R: Provide beloved and beneficial recreational amenities
P: Facilitate the efficient delivery of public services
N: Embrace the stewardship of our natural resources
G: Promote fiscally responsible growth patterns



Lake Park in Lewisville, Texas fronts Lewisville Lake and provides residents and visitors with a variety of amenities and facilities, including camping, golfing, swimming, disc golf, sports fields, and play fields. A majority of the land along Lewisville Lake within the municipal limits is undeveloped aside from a marina area and apartments which are set back from the shoreline. This helps to protect the water quality of the lake and offers residents and visitors different experiences than other areas of the lake.

MOBILITY & ACCESS

Vehicular and pedestrian access to the study area is limited with roadways that have a primarily rural character with open drainage ditches, limited shoulders, and no pedestrian facilities. Due to the study area's low density development patterns, local roads are limited to two lanes and have little need for signalized intersections. Roadways aside from the major collectors and arterials are typically gravel which can present an on-going maintenance challenge.

As growth continues to occur, it will be critical to enhance access to and mobility within the study area to accommodate higher development intensities. This will ensure traffic flow moves efficiently as development occurs, and should include intersection improvements, roadway enhancements, and multi-modal provisions. Improvements to the mobility network should also accommodate emergency service access, effectively improving service response times.

Multi-modal access in the area will enhance recreation and transportation around the lakes. Trails can incorporate a variety of accessory amenities to encourage exercise and exploration. Incorporating bicycle, walking, or transit routes within the study area will allow all residents and visitors to enjoy lakeside recreation areas and future commercial or mixed-use centers without dependence on automobiles.



Trails can provide safe alternative access to parks, commercial centers, and downtown. A paved or soft surface trail around Lake 2 would provide recreation opportunities as well as promote healthy living

POLICIES & PROGRAMS

Action M.1: Roadway Cross-Sections: Adopt new roadway cross-sections for the Twin Lakes area to include multi-modal transportation elements, such as shoulders, sidewalks, or trails.

Roadways are constructed and improved based on approved engineering cross-sections and standards. Existing cross-sections should be evaluated and updated to enhance access for all modes of transportation to the Twin Lakes. Today vehicular access is the only means of transportation to the area. As growth and development occur, it will be important to consider other methods of access to the parks and retail centers.

Rural cross-sections may include wide shoulders, bike lanes, sidewalks, or shared-use paths to help move pedestrians as well as bicyclists. Cross-sections for the more developed areas (i.e. the "Lake District" place types) will need to reflect urban roadways, with curbs, gutters, sidewalks, and similar elements. Actual roadway design for the study area should be reflective of "context-sensitive" characteristics which consider not only the users of the road but the adjacent development patterns when determining cross-section elements. Using a "context-sensitive" approach to roadway design allows flexibility based on the physical setting, scenic and aesthetic needs, and incorporates safety into the overall layout of the roadway cross section.

Context-sensitive design and roadway enhancements can improve the public rights-of-way and major gateways into the study area. These areas should incorporate placemaking and aesthetic elements to the overall character of the study area and create a distinct "brand." Gateways are usually enhanced through landscaping, banners or a unified signage system, urban design, and other types of corridor enhancements to enhance the entry points into a destination area and to increase a unique sense of place.



Roadway cross-sections are used to construct and improve roads in a community. Shoulders on rural roadways or major rural arterials can be used as breakdown lanes in case of emergency, but also facilitate bicycle and pedestrian movement. Off-street trails can be incorporated into rural areas to improve multi-modal access and safety. Shawnee can use nationwide best practices to create cross-sections for the study area, including *Small Towns and Rural Multi-modal Networks* (from the Federal Highway Administration or FHWA), *American Association of State Highway and Transportation Officials (AASHTO)*, and other state and national standards.

Action M.2: Roadway Improvement District: Consider adopting a roadway improvement district in the study area.

Roadway improvement districts, as allowed by Oklahoma State Statute §11-36-227, are approved by the written consent of citizens within a designated area and are used to create a dedicated funding source for roadway capital projects and routine maintenance. A dedicated funding source for roadway improvements can ensure that street conditions improve, and that maintenance is not deferred or degraded. With most of the roads in the study area being gravel or unpaved, paving roads could help reduce annual maintenance costs and improve overall roadway conditions.

Action M.3: Capital Improvements Plan: Create metrics to incorporate transportation needs into the Capital Improvements Plan.

A capital improvements plan (CIP) is a resource used by a city to guide large expenditures and capital projects over the next five to ten years. The CIP should include larger City expenditures, including roadways, utilities, park development, government facilities, and similar types of large-scale projects.

CIP project prioritization metrics should be completed and applied not just to recommended investments in the Twin Lakes study area, but the entirety of Shawnee. Metrics are typically divided into "community benefit" (qualitative metrics that are tied to community goals and objectives) and "operational" (quantitative metrics on costs, constructibility, funding sources, and more).

Action M.4: Transit Opportunities: Create transit options to provide accessibility to future study area attractions and events.

Shawnee's transit service is provided by the Central Oklahoma Transit System. There are no current routes that serve the Twin Lakes area. When the area begins to attract more visitors and residents, it will be important to evaluate how the transit system can expand to provide better access to the area during peak visitation periods or in relation to special events. This may include dedicated routes or evaluating how an on-demand service could better service the area.

Action M.5: Trails and Bikeways: Conduct a feasibility study to prioritize and phase study area trail and bikeway design and construction.

A trails and bikeways feasibility study will provide an in-depth evaluation of future trail and bikeway projects. Feasibility studies review rights-of-way constraints, environmental constraints, and considerations, and provide detailed cost estimates to construct the facilities. These studies help to review and plan for future trails and bikeways expenditures. The proposed projects with associated costs can be built into the CIP or other funding opportunities to assist with the construction of the trail and bikeway network.

INVESTMENTS

Action M.6: Levee Improvements: Evaluate improvements to protect the integrity of the levees, improve access by large vehicles, and incorporate a trail system.

The levees along Lake 1 and Lake 2 are used as mechanisms to preserve and retain water in the Twin Lakes. Routine maintenance and improvements are regularly needed to ensure they function as intended, protect surrounding land, and maintain water quality and levels.

As growth and development around the lakes change, the levees will need to support larger vehicles on a more regular basis. As uses between Glen Collins Park and Lake 1 Boat ramp continue to change, it will be important to provide pedestrian connections between the two areas.

Action M.7: Bridge Improvements: Initiate improvements to the Lake Road bridge to accommodate Fire/EMS vehicles and RV travel.

As discussed in Chapter 3, the bridge crossing North Canadian River on Lake Road has a weight limit of 10 tons, which generally does not accommodate RV/Campers and much of the Fire/EMS fleet. To enhance access to the Twin Lakes by these users, improvements to the bridge to allow for higher weight loads is necessary. The total reconstruction of the bridge may be required to improve weight loads. If the bridge is reconstructed, pedestrian access should be included.

Action M.8: Underpass Improvements: Lower the grade of Benedict Street between Kennedy Avenue and Daley Street to allow for Fire/EMS vehicles to traverse under the railroad crossing.

Due to constraints at the railroad underpass between North Kennedy Avenue and Daley Lane, public safety services avoid using the route to access the Twin Lakes area. Lowering the roadway grade in this area will increase vertical separation between the road and the bridge, which will allow public safety vehicles to use the route without concerns of damaging vehicles or getting stuck. This will allow quicker access for Fire and EMS services to the southern parts of the study area.



In August, 2023 structural anomalies were discovered along a portion of the Lake 1 levee. Additional studies will be necessary to determine the extent and necessary repairs to the levee. As a result, Lake 1 will begin draw down measures so that the rehabilitation can take place. While the draw down and improvements will occur over several years, this process will provide an opportunity to prioritize recreation investments, restore the shoreline, and design pedestrian facilities along the levee during rehabilitation efforts.



Lake Road bridge has a weight load that cannot hold most of the Shawnee fire fleet. Improvements to the bridge would allow access to the study area via Lake Road as opposed to I-40.

Action M.9: South McCloud Road Improvements: Upgrade South McCloud Road to provide RV/travel trailer access to the Recreation Village on the north side of Lake 2.

The Future Development Plan promotes a Recreation Village along the northern side of Lake 2, with direct access to I-40 from McCloud Road. The current roadway conditions of McCloud Road would not support large vehicles (i.e. RV/Camper) traveling to the RV park. Shawnee should partner with the City of McCloud and Pottawatomie County to improve the road so that large vehicles can access the campground.

Action M.10: Lake Road Realignment: Relocate Lake Road between Brown Road and Burlison Road away from the edge of Lake 1.

The current location of Lake Road between Brown Road and Burlison Road is within the floodplain, along the southern edge of Lake 1. With the movement of water, flooding impacts, and erosion, there is a chance in the future Lake Road will erode into Lake 1. To prevent this from happening, the roadway should be relocated south of its current location, out of the floodplain. When this happens, the current roadway infrastructure should be removed from the edge of Lake 1.

Action M.11: Glen Collins Park Intersection: Commence design work for the improvements at the intersection of Belcher Road and Lake 2 Dam Road.

During the master planning process it was noted that the intersection of Belcher Road and Lake 2 Dam Road is unsafe, especially during summer months when there is overflow parking along the roadway adjacent to fast-moving vehicles. The improvements to the intersection should enhance safety and accessibility for all roadway and park users. As improvements are made to Glen Collins Park, Lake 2 Park, and the Lake 2 Boat Launch Park, it will be important to improve access and safety.

An example improvement is to construct a roundabout to facilitate travel movements in all directions, improve pedestrian safety between lake parks, and reduce travel speeds along the corridor. Improvements should be made concurrent with park improvements to Glen Collins Park and Lake 2 Park.



An example where an old roadway was eroded by the lake currents. Proactive measures can be taken to relocate Lake Road to limit disruptions in the mobility network.



Roundabouts can help improve safety for pedestrians crossing the road and enhance travel flow compared to stop intersections. The center of the roundabout can be used to display landscaping or a public art piece, acting as an icon or gateway feature to an area.

Figure 5.2, Mobility and Access Strategies Table

Strategy Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Implementing Agency	Partnerships	Guiding Principle	Corresponding Strategy
Policy & Programs								
M.1	Roadway Cross-Sections. Adopt new roadway cross-sections for the Twin Lakes area to include multi-modal transportation elements, such as shoulders, sidewalks, or trails.	Policy	S	N/A	Engineering	Community Development	G, P	G.4
M.2	Roadway Improvement District. Consider adopting a roadway improvement district in the study area.	Revenue	M	\$	Finance	Engineering	P	
M.3	Capital Improvements Plan. Create metrics to incorporate transportation needs into the Capital Improvements Plan.	Policy	O	N/A	City Manager's Office	Engineering	G, P	U.3, R.9
M.4	Transit Opportunities. Create transit options to provide accessibility to future study area attractions and events.	Partnership	L	N/A	City Manager's Office	Community Development, Tourism, COTS	G, P	
M.5	Trails and Bikeways. Conduct a feasibility study to prioritize and phase study area trail and bikeway design and construction.	Study	S	\$\$\$	Engineering	Parks and Rec	G, R	R.4, R.31-R.34

***Types of Strategies:**

Study: Follow-up analysis or investigation required to determine the best solution.
 Regulation: New regulation or change to existing regulation requiring City Council action.
 Policy: New or modified formal process or procedure that guides City decisions.
 Partnership: Formal or informal agreement with an external entity to pursue shared goals.
 Revenue: New fee or revenue collection opportunity to support public projects.
 Program: A city initiative related to education, recreation, or sports.
 Capital: New or modified capital expenditure for a project.
 Operational: New or modified program or staffing arrangement.

****Timeframe:**

S - Short-Term: 1-3 years
 M - Mid-Term: 3-5 years
 L - Long-Term: 5+ years
 O - Ongoing or Immediate

*****Cost Considerations:**

\$ - Less than \$50K
 \$\$ - \$50K - \$100K
 \$\$\$ - \$100K - \$500K
 \$\$\$\$ - \$500K - 2M
 \$\$\$\$\$ - More than 2M
 N/A - Operation of policy change
 - no significant additional cost

******Guiding Principle:**

R: Provide beloved and beneficial recreational amenities
 P: Facilitate the efficient delivery of public services
 N: Embrace the stewardship of our natural resources
 G: Promote fiscally responsible growth patterns

Strategy Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Implementing Agency	Partnerships	Guiding Principle	Corresponding Strategy
Investments								
M.6	Levee Improvements. Evaluate improvements to protect the integrity of the levees, improve access by large vehicles, and incorporate a trail system.	Capital	O	\$\$\$\$\$	Engineering		P	M5, R.31
M.7	Bridge Improvements. Initiate improvements to the Lake Road bridge to accommodate Fire/EMS vehicles and RV travel.	Capital	M	\$\$\$\$\$	Engineering		P, R, G	
M.8	Underpass Improvements. Lower the grade of Benedict Street between Kennedy Avenue and Daley Street to allow for Fire/EMS vehicles to traverse under the railroad crossing.	Capital	L	\$\$\$\$\$	Engineering		P	
M.9	South McCloud Road Improvements. In coordination with the City of McCloud and Pottawatomi County to upgrade South McCloud Road to provide RV/ travel trailer access to the Recreation Village on the north side of Lake 2.	Capital, Partnership	L	\$\$\$\$	Engineering	County, Cities, City Manager's Office	P, R, G	
M.10	Lake Road Realignment. Relocate Lake Road between Brown Road and Burlison Road away from the edge of Lake 1.	Capital	L	\$\$\$\$\$	Engineering		P, N	
M.11	Glen Collins Park Intersection. Commence design work for the improvements at the intersection of Belcher Road and Lake 2 Dam Road.	Capital	M	\$\$\$\$\$	Engineering	Public Works, Parks and Recreation, Community Development	P, R, G	Glen Collins and Lake 2 Park Improvements

UTILITIES

Water and sewer are not readily available or currently feasible within the Twin Lakes study area. Shawnee residents are serviced by well and septic systems, even along the lake shore. While the well and septic systems support the rural patterns of development, it also limits the ability to grow and improve services for residents and visitors.

The long-term expansion of water and sewer to the study area (in conjunction with Future Development Plan recommendations) will allow for focused higher density development. Extending water lines and developing a small wastewater treatment facility to support this long-term development pattern will require significant expenditures. The City will need to evaluate funding sources, user fees, partnerships, and policies related to further expansions to ensure the system is supported and has adequate capacity. The City should strongly consider soliciting public and/or private development partners to facilitate the future development patterns recommended by this plan.



Example of a small water treatment plant, a similar system can be constructed in the Twin Lakes Study Area to support wastewater services. Smaller treatment plans have less capacity, which helps ensure the higher densities and intensities are concentrated in the study area.

As the population continues to grow and expand, additional investments in telecommunications service should also be evaluated to eliminate weaknesses in coverage zones

POLICIES & PROGRAMS

Action U.1: User Fees. Adopt higher connection fees for utility users outside of the city limits.

As water and sewer become available (see Actions U.6 and U.7, on Page 100), properties outside of the municipal limits without utilities may request connections to the system. Non-Shawnee residents should pay higher fees. Due to the rural water districts around the Twin Lakes, it is anticipated that the possibility of providing municipal waste water services to targeted properties outside of the municipal limits may be a more realistic scenario than municipal water.

Action U.2: Connections. Require new development to extend lines beyond the city's initial installation of pipes.

While the City may make the initial expansion of water and sewer into the study area (see Actions U.6 and U.7, on Page 100), it should be the responsibility of property owners and developers to extend lines to their respective properties. The initial investment by property owners to extend the lines will reduce immediate costs for the City, however, the City will be required for the long-term maintenance of the system. The City should evaluate where lines are located and adopt policies that ensure the concentration of water and sewer lines to reduce the long-term maintenance costs.

Action U.3: Capital Improvements Plan. Continue to evaluate and incorporate utility projects into the annual Capital Improvements Plan.

Utility projects should be incorporated into the City's Capital Improvements Plan (CIP) when necessary to construct, expand, and maintain the water and sewer system. It is anticipated that the water and sewer projects would not be needed into immediate 5-year CIP, but rather at year 10. However, timing and needs should be evaluated based on population growth and study area popularity.

Action U.4: Utility Master Planning. Integrate water and wastewater recommendations from this plan into any city-wide master plans.

The Twin Lakes Master Plan proposes significant projects related to utilities. The improvements to the system should be integrated into any future updates to the City's water and wastewater master plans. The actual cost to expand water and sewer will need to be further evaluated through the plan update process, and the projects can be incorporated into the CIP program when necessary.

Action U.5: Telecommunications. Evaluate broadband, telecommunications, and wifi coverage throughout the study area and surrounding areas.

A Telecommunications Master Plan reviews the existing coverage of wireless communications services, identifies gaps in the coverage, and provides recommendations for the siting of future facilities. This analysis will allow Shawnee with surrounding municipalities and unincorporated areas to continue to meet the needs of wireless communications in a growing area. As private providers approach the City to install new towers, the City will have guidance on where the towers are most needed. This type of plan can also provide guidance on the design of future cell towers and facilities while meeting other national standards for facility design.



Telecommunication towers can be designed as trees to be camouflaged into the natural environment.

INVESTMENTS

Action U.6: Water Service. Extend a main water line to the Twin Lakes to accommodate growth that aligns with the Future Development Plan.

The growth patterns promoted within the Future Development Plan will necessitate the expansion of public water service into the study area. While water is drawn from the Twin Lakes for public consumption, it is treated north of the City and is only available in Shawnee proper.

A main potable water line will need to be extended approximately eight miles back from Shawnee proper to the "Lake District" place types to support greater growth rates than what exists today. Absent additional high density development beyond the current municipal (and study area) limits, the construction of an additional water treatment facility will be cost-prohibitive.

Action U.7: Wastewater Service. Extend wastewater services to the Twin Lakes to accommodate growth that aligns with the Future Development Plan.

As with public water, the growth patterns promoted within the Future Development Plan will necessitate the expansion of public wastewater services to the study area. The City can construct a package water treatment plant in close proximity to the study area to support growth in the "Lake District" place types, as identified on the Future Development Plan. The concentration of growth and wastewater services will require a reduced capacity system to meet anticipated long-term demand (while allowing the rural character among remaining study area properties to be retained).

The anticipated timing of build-out identified by the Future Development Plan may require a phased approach for constructing and operating a package treatment system. As the need for wastewater services increases, the City should determine the treatment needs at the time of design, and plan for future expansions to the system over time to accommodate future growth.

Figure 5.3. Utilities Strategies Table

Strategy Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Implementing Agency	Partnerships	Guiding Principle	Corresponding Strategy
Policy & Programs								
U.1	User Fees. Adopt higher connection fees for utility users outside of the city limits.	Revenue	L	N/A	Public Works	City Manager's Office, City Clerk	P	U6, U7
U.2	Connections. Require new development to extend lines beyond the City's initial installation of pipes.	Policy	L	N/A	City Manager's Office	Engineering, Community Development, Public Works	P	U6, U7
U.3	Capital Improvements Plan. Continue to evaluate and incorporate utility projects into the annual Capital Improvements Plan.	Policy	O	N/A	Engineering	Finance, Public Works, City Manager's Office	G, P	M.3
U.4	Utility Master Planning. Integrate water and wastewater recommendations from this plan into any city-wide master plans.	Study	S	\$\$\$	Public Works	Engineering	P	
U.5	Telecommunications. Evaluate broadband, telecommunications, and wifi coverage throughout the study area and surrounding areas.	Partnership, Study	S	\$\$\$	Community Development	Engineering, Surrounding communities	G, P	

Strategy Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Implementing Agency	Partnerships	Guiding Principle	Corresponding Strategy
Investments								
U.6	Water Service. Extend a main water line to the Twin Lakes to accommodate growth that aligns with the Future Development Plan.	Capital	L	\$\$\$\$\$	Public Works	Engineering	G, P	U4
U.7	Wastewater Service. Provide wastewater services to the Twin Lakes to accommodate growth that aligns with the Future Development Plan.	Capital	L	\$\$\$\$\$	Public Works	Engineering	G, P, N	U4

***Types of Strategies:**

Study: Follow-up analysis or investigation required to determine the best solution.
Regulation: New regulation or change to existing regulation requiring City Council action.
Policy: New or modified formal process or procedure that guides City decisions.
Partnership: Formal or informal agreement with an external entity to pursue shared goals.
Revenue: New fee or revenue collection opportunity to support public projects.
Program: A city initiative related to education, recreation, or sports.
Capital: New or modified capital expenditure for a project.
Operational: New or modified program or staffing arrangement.

****Timeframe:**

S - Short-Term: 1-3 years
M - Mid-Term: 3-5 years
L - Long-Term: 5+ years
O - Ongoing or Immediate

*****Cost Considerations:**

\$ - Less than \$50K
\$\$ - \$50K - \$100K
\$\$\$ - \$100K - \$500K
\$\$\$\$ - \$500K - 2M
\$\$\$\$\$ - More than 2M
N/A - Operation of policy change
- no significant additional cost

******Guiding Principle:**

R: Provide beloved and beneficial recreational amenities
P: Facilitate the efficient delivery of public services
N: Embrace the stewardship of our natural resources
G: Promote fiscally responsible growth patterns



The Twin Lakes are a source of the City's drinking water, however, public water is not available to residents and businesses around the lake.

RECREATION

The Twin Lakes offers local residents and visitors with convenient opportunities to enjoy water-based activities, with boat ramps and launches, piers and public beaches supported by accessory facilities geared toward the comfort of those wishing to access the waters of Lake 1 and Lake 2. In contrast, land-based recreational facilities on municipally-owned lakeside property are limited. Opportunities abound to enhance the experiences of visitors with trails, playscapes and open play areas that provide recreational diversions to suit varying interests. Investments in new park infrastructure, fee collection systems, and programs will improve the quality, accessibility, and appeal of the Twin Lakes' public parks and recreation holdings.

Public parks are an essential component of promoting healthy communities by providing access to recreation, providing places for socialization, enhancing learning, and improving the fiscal foundation of a community. By investing in parks around the Twin Lakes, Shawnee will not only improve the quality of life for its residents, but can leverage the "right" types of investments in a way that sets its recreation areas apart from other communities in the greater Oklahoma City region.



Park spaces can provide opportunities to socialize with friends, relax, and enjoy the outdoors.

POLICIES & PROGRAMS

Action R.1: Event Programming. Partner with host organizations to recruit revenue-producing events.

Larger events, such as marathons, triathlons, and fishing tournaments, increase awareness, tourism and visitation to an area. These types of events attract vendors, participants, and supporters who will spend multiple days in a community. Some may stay in RV campgrounds, lodges, or similar overnight accommodations, and others may stay nearby in downtown areas. The attraction of an event like this can bring additional sales tax revenue to all of Shawnee.

Action R.2: Swimming. Allow swimming on Lake 2.

Swimming is currently only allowed on Lake 1 at the Glen Collins Park and Isaac Walton Park swimming beaches. With the improvements to Lake 2 proposed by this Master Plan, and the incorporation of no-wake zones near parks, swimming should be allowed on Lake 2 at the time that improvements are made to the portion of Glen Collins Park facing Lake 2 park and to Kiwanis Park - both of which are proposed to incorporate lake shore access for swimming. An update to the City ordinance Sec. 18-86 will be required.

Action R.3: User Fees. Adopt user fees for lake uses, including parking, camping, fishing, boating, hunting, pavilion rentals, non-motorized aquatics rentals, etc.

To support parks and recreation offerings at Twin Lakes, the City should adopt a comprehensive suite of updated user fees to associated with all visitation. In addition to adopting new fees, Shawnee should evaluate current fees to ensure they are consistent with those in comparison communities. Incorporating fees is a way to increase revenues for parks and limit park and lake access capacities. To effectively charge and monitor fees, improvements to the permitting system should be made (see recommendation R.12 on page 107).

Action R.4: Recreation Partners. Develop partnerships with trail user groups to help construct and maintain soft-surface trails around Lake 2.

Cities can benefit from building and fostering partnerships with community organizations to help construct or maintain trails and parks. Community interest groups can volunteer their time to help clear areas for soft-surface trails, host “adopt a park or trail programs” to help clean up or maintain parks, and similar types of events. Shawnee can utilize these groups to help create a soft-surface trail network around Lake 2, assist in shoreline restoration efforts, or lead educational programs.

Action R.5: Private Vendors. Incorporate small scale commercial uses within lake parks.

Small-scale commercial vendors, such as food truck operators, equipment rentals, and similar uses should be allowed at the lakes with requisite permits, provided the lake parks can support the uses. These types of uses provide services that may not be readily available, such as food, concessions, small stores such as bait shops, restaurants, or rentals. Permits will allow the City to have control over when vendors are in the park and will provide additional revenues through permitting fees and sales taxes.

Conceptual plans for the redevelopment of lake areas should identify future opportunities for incorporating private services and amenities into the park system. As the park areas are developed, the City should solicit vendors to meet additional commercial and service needs.

Action R.6: Boat Permits. Require permits for all boats operating on the lakes.

Boat permits are a way to regulate boat users on the lakes. All residents and visitors should be required to have permits for their boats. Annual permit holders can use a system similar to car registrations to have stickers for easily recognizable permits, while visitors with day use passes may be able to use print out versions (see recommendation PHS.3 on page 115 for additional information on a sticker permit system).



Food trucks can provide diverse dining options to a community. With minimal on-site investment, food trucks can be used to draw people to events and support the local economy.



Educational programs can provide after school and weekend activities to youths that may not otherwise be available in Shawnee.

Action R.7: Public Art. Incorporate cultural and public art elements into public parks.

Public art is a great way to build community pride by showcasing local history, culture, and expression. Art pieces carefully integrated into a landscape can encourage exploration, and a marketing or "passport" campaign can encourage usage of the parks for purposes other than active recreation. As the Twin Lakes recreation areas are redeveloped, Shawnee should incorporate public and cultural art into its re-programmed spaces (which is also required through Article 9 of the City's zoning regulations). The style, type, and positioning of public art should meet the requirements of City Code, and be approved by the Arts and Culture Commission.

Action R.8: Plan Integration. As city-wide parks and recreation master plans are updated, integrate the recommendations of this Master Plan.

A Parks and Recreation Master Plan should guide decision-making related to city-wide parks programming and expenditures. The Twin Lakes Master Plan recommends various lakefront parkland and facility improvements. To create a more detailed work program for the Twin Lakes, where this Master Plan's recommendations are prioritized in relation to other municipal investments in recreation, an update to the Parks and Recreation Master Plan should be initiated to incorporate the proposed recreation area improvements recommended herein.

Action R.9: Lakes Recreation Fund. Create a designated fund to directly support the long-term operation and maintenance of recreation-related investments.

A dedicated "parks and recreation fund" for the Twin Lakes would allow the City to allocate direct revenues from user fees and reservations to the programs and offerings at the Twin Lakes recreation areas without competing with other elements of a general fund or municipal budget. The collection of fees can help offset some costs associated with the services the City is providing, however they will likely not cover all of the associated costs for study area recreation services.

Action R.10: Detailed Master Plan. Prepare detailed master plans for each recreation area to generate precise programming, phasing and cost estimates.

Detailed master plans for each of the Twin Lakes' recreation areas will provide the City with an implementation work program for each designated park space. For the development of each park to be successful, a committed program of spaces and facilities must be identified and appropriate phasing must be defined to assist with the allocation of funds necessary to support the improvements.

The site plans provide a much more precise direction for the type and timing of recreation area investments to should be prioritized, and provide the City with more detailed cost estimate for the various amenities and facilities tied to appropriate and reasonable phasing for the improvements. The City should focus on near-term improvements to produce revenues which can then be used for other park improvements (e.g. accommodations, access controls, water access upgrades). .



Public art, such as the panels in the above picture, can be incorporated into parks to showcase local artists, tell the history of a place, or celebrate culture.

INVESTMENTS

Action R.11: Recreation Area Staffing. Create new park enforcement and maintenance positions to monitor and maintain park improvements, overnight stay areas, and park areas.

Improvements to the recreation area facilities in the Twin Lakes study area will require additional maintenance and park staff positions. Staff will help with rentals, monitoring the parks, enforcement of entry regulations, and performing routine maintenance duties. During the peak season, some of the services may be supplemented through the use of camp hosts (see PHS 11, page 119). Another opportunity to help monitor overnight parks is to include public safety housing on site (see PHS 12, page 119).

Action R.12: Permitting System. Implement a permitting payment system that uses current best practices and technology for user-friendliness including on-demand options.

The permitting system in place today can be confusing for residents and visitors to use, despite the availability of three purchase options. To acquire a physical permit, a resident or visitor must travel to the recreation center, far from the study area. There are also cash boxes for fishing and boating permits at the Twin Lakes recreation area boat ramps, and there is the ability to purchase permits online.

The City however does not have the staff capacity to enforce permit requirements. Technological improvements to the permitting system would make it easier to acquire permits on site. Such improvements may include a mobile application to purchase permits that can be printed at home or be displayed on their phones, or a kiosk with the various permit options which can then print permits in real time. These types of system upgrades - along with gate-controlled access to each recreation area - would allow the City to manage permits and collect fees more effectively.

Action R.13: Marketing. Increase marketing for revenue-producing efforts at Twin Lakes.

The realization of the Future Development Plan will draw new users to the study area. Greater use of the Twin Lakes' lakeside recreation areas and surrounding municipal lands will increase direct revenues for the City and the Twin Lakes study area through permit sales and tourism-related sales taxes. Additional marketing efforts should be made to draw new visitors to these places public land-holdings are redeveloped and user fees are established. Marketing may include pamphlets, brochures, online advertising, and similar measures that draw residents from the larger region, state, and even nation.

Action R.14: Recreation Equipment. Purchase and rent equipment to boost study area recreational activities.

To promote the recreational activities highlighted in the Master Plan - such as kayak and canoe rentals - the City will should purchase equipment to rent to visitors. Examples may include kayaks, canoes, water bikes, life jackets, fishing poles, and similar rental gear.



Kayak and canoe rentals will allow residents and visitors enjoy water-based activities at Twin Lakes without the need to own and transport this type of equipment to the lakes.

GLEN COLLINS PARK & LAKE 2 PARK IMPROVEMENTS

Glen Collins Park (including Lake 2 Park) is imagined to include new and unique active and passive water-based and land-based recreation opportunities with the potential to create a "destination" sought-out by visitors. The integration and combined development of these recreation spaces will allow for overnight stays through RV campsites and potentially a privately operated lodge or similar larger-scale accommodations.

Conceptual plans for Glen Collins Park include a variety of day-use amenities to attract residents, including inclusive play areas, trails, pavilions, kayak launches and boat rentals, restrooms, and an area for food trucks. The recreation area includes a space reserved for potential long-term private investment to attract visitors from the larger region. Key elements of the Glen Collins Park conceptual plan include:

Action R.15: RV Campgrounds. Establish overnight camping accommodations in the current Glen Collins Park.

The current Glen Collins Park day-use area should be transitioned to RV campsites with a gated entry system. The campsites should be reserved and rented at a competitive rate to allow the City to collect revenues.

Action R.16: Shoreline Restoration. Perform shoreline restoration along Lake 1 near the current swimming beach location.

The existing swimming beach at Glen Collins Park is subject to erosion due to the prevailing winds. With the proposed development of beach access near the Lake 1 boat ramp and along Lake 2, the current beach grounds should be restored with native vegetation.

Action R.17: Wildflower Zone. Construct a wildflower garden on the shore of Lake 1.

Wildflower gardens are used to boost local biodiversity, have lower maintenance obligations, and provide aesthetic quality to an area. In conjunction with lake shore restoration measures, a wildflower garden along the shore of Lake 1 would enhance efforts for shoreline improvements, reduce overall maintenance needs, and provide a visually appealing landscape along the shoreline.

Action R.18: Day Use Amenities. Reprogram the Lake 2 day-use area including the following features:

- Pavilion rentals
- Boat house and relocated boat launch
- Inclusive playground
- Food truck pavilion
- Restrooms
- Parking area improvements
- Trails

Improvements to the Lake 2 day use facilities should be coupled with the levy of new user fees such as paying to park, kayak and canoe rentals, and the reservation of pavilion spaces. A phased approach to development may be taken for the successful construction of the park and build the park development into the CIP over time.

Action R.19: Private Uses. Reserve an area for private "destination recreation" and accommodation uses.

The lodge area and Future Development Plan's "destination recreation" are anticipated to be privately funded and developed. To streamline the process, the City should actively rezone the property for these uses once water and sewer have been expanded into the area.



The incorporation of RV Campsites along Lake 1 will allow for the scenic viewing from campers, and provide a source of revenue for the City to help fund other recreation improvements.

LAKE 1 BOAT RAMP

The Lake 1 boat ramp is the Twin Lakes' primary day-use area to launch boats onto Lake 1 or Lake 2. The long-term redevelopment of this space may include the improvement of both boat launches so they are usable, and includes a variety of day-use amenities adjacent to the boat launch and fishing location, such as a play area, open field with an amphitheater, trails, restroom facilities, a small shop, and a swimming beach.

Lake 1 day-use improvements will allow better usage of the recreation area to allow for a diversity of activities and events. Key elements of the Lake 1 boat ramp conceptual plan include:

Action R.20: Gated Entry. Install gates at the entryway to the boat launch and parking area.

As a method of managing access to the water, a gated entry system will ensure boat access is limited and that revenues are collected for the parking of boats with trailers.

Action R.21: Park Name. Rename the Lake 1 boat ramp recreation area to promote the branding of the Twin lakes.

The Lake 1 boat ramp recreational area should be renamed to reflect the lakes, nature, and history of Shawnee in a way that can enhance branding and placemaking for the Twin Lakes.

Action R.22: Boat Ramps. Improve the existing boat ramps.

Both boat ramps accessing Lake 1 should be improved. Having one operational boat ramp may create bottlenecks and discourage people from using the lakes. Higher quality amenities will help justify charging rates for boat parking and access.

Action R.23: Access. Improve access to the boat ramps and existing fishing pier.

Improvements to the pedestrian network near the boat ramps and connecting to the existing picnic area would help keep people out of the parking lot and reduce potential conflicts between recreation area users..

Action R.24: Day Use Amenities. Reprogram the Lake 1 day-use area including the following features:

- Pavilion rentals
- Playground
- Restroom Facility
- Store
- Parking area with gated entry
- Stage with lawn area
- Trails
- Public Art
- Swimming Beach



A stage with lawn space services multiple purposes; it can function as a stage for music or plays, can be used as a screen to showcase movies in the park, or be used as a functional space. When not in use for viewing the stage, the lawn area can serve as a space to picnic, play, or rest. This multi-purpose use supports the long-term success of the park.

KIWANIS PARK

Reprogramming of Kiwanis Park will transform it into the new home of primitive camping on the Twin Lakes. The development of this area is intended to be less intense than the study area's other lakeside recreation areas, and will function with low-impact day-use and overnight-use amenities. The space is conceptually planned to allow for concentrated day-use amenities with designated tent campsites and a tent host space with associated facilities (such as a restroom and shower facility).

Key elements of the Kiwanis Park conceptual plan include:

Action R.25: Gated Access. Install gated parking access and improve the parking area.

As a park with both day-use and overnight accommodations gate-controlled access will control overall visitor numbers during times of peak visitation, ensure that payments are collected to use the facilities, and improve security for overnight campers.

Action R.26: Day Use Amenities. Improve day-use facilities, such as:

- Pavilion rentals
- Kayak launch
- Play area
- Swimming beach
- Trails
- Open space
- Bird watching

Proposed day-use amenities are designed to support low-impact activities for daytime and overnight users.

Action R.27: Primitive Campsites. Improve primitive campsites.

Facilities necessary to attract overnight tent camping, and promote a positive user experience may include:

- Identified tent pads for primitive camping
- An enhanced camp host tent site to monitor the camping area
- Restroom facilities with showers and lockers
- Reservation system improvements to monitor campsite use

While primitive camping may not produce revenues as substantial as RV campsites, there is still a market for including tent sites along lake shores. These allow for different experiences and can be more cost-effective than larger facilities. To support campers, it will be important to provide the necessary services, such as restrooms with showers and lockers, to allow for multi-night stay. A camp paid can be recruited to help the City monitor and manage the tent camping areas and ensure the campers have the correct permits and reservations.



Camping outdoors can be a great way to experience nature, spend time with friends, or be “unplugged”. By incorporating primitive campsites at Lake 2, the City can provide residents and visitors with a variety of experiences and ways to enjoy nature.

ISAAC WALTON PARK

As the City's original camping destination at the Twin Lakes, Isaac Walton Park is overdue for a transformation that supports upgraded camping opportunities including RVs, yurts, or even cabins. This recreational area's proximity to an existing wedding venue and commercial use proposed by the Future Development Plan, makes it a prime location for improved camping with supporting amenities, such as restrooms, vending machines or a small convenience store, trails, picnic areas, and a potentially a swimming beach.

Redevelopment of this recreation area may generate an opportunity for a public-private-partnership (P3) for the further development of the recreation area. Key elements of a re-imagined Isaac Walton Park include:

Action R.28: Gated Access. Install gated access to the park area to monitor usage.

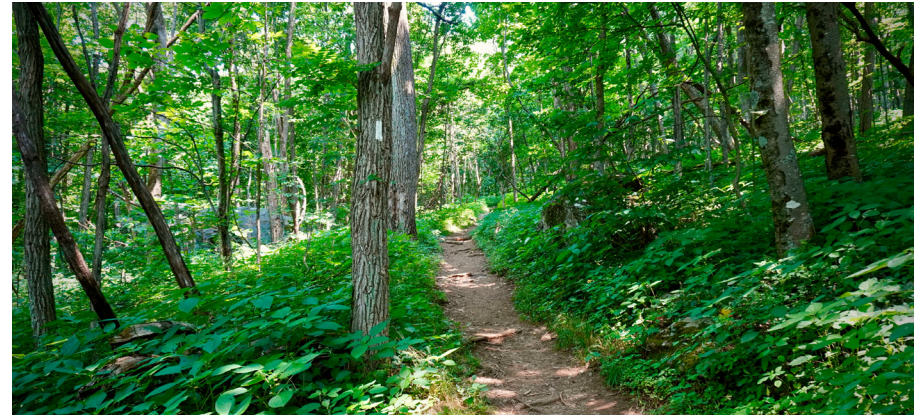
Gated-controlled access will ensure proper entry for use of the campsites and associated amenities. Developed exclusively to support overnight accommodations, there should be fewer day users on the site.

Action R.29: Camping. Construct various campsite accommodations including RV campsites, yurts, or cabins.

Higher quality camping areas will allow the City to charge higher rates to stay at the campgrounds. "Glamping" accommodations, such as yurts, can attract a new user group to the lakes. With the wedding venue located next door, these camping options may be highly desirable for wedding guests and parties.

Action R.30: Park Amenities. Construct various campsite amenities to support campers.

Amenities to support campers will make the site more desirable to visit and use. Amenities may include restroom with showers and lockers, native trails throughout the property, play areas, pavilion and picnic spaces, a swimming beach, and similar types of options. A small store or vending machines can provide easy access for small conveniences visitors may need while staying on the campground.



Native trails throughout the "Isaac Walton Park" property, expanding beyond its current limits, can allow campers to explore nature along the lake shore and exercise while staying at the Twin Lakes. By offering a variety of experiences, the City will attract a variety of users to the parks.



"Glamping" in yurts is an emerging trend in the camping world. Yurts are canvas tents with beds and modern day conveniences such as lighting, and may provide climate control elements. These spaces allow visitors to enjoy being outdoors, without having to set up their own tents, or sleep on the ground, smaller blow up pads, or cots.

Figure 5.4. Trails Map

TRAILS

Action R.31: Lake Loop Trail. A "Lake Loop Trail" around Lake 2 should be constructed along the shoreline. This trail can include a mixture of soft-surface and strategically-located paved sections in high use areas. The loop around the lake is estimated to be approximately 10.5 miles in length and would bisect Glen Collins Park and Kiwanis Park.

Action R.32: Lake 1 and Lake 2 Connection. A trail connecting Glen Collins Park and the Lake 1 Boat Ramp should be constructed along the face of the Lake 1 levee. A safe pedestrian connection along Lake 1 levee will allow off-street connections between two different recreational areas and may be accommodate as part of a pending lake draw down and potential structural improvements.

Action R.33: Isaac Walton Connection. A trail should connect Isaac Walton Park to Lake 1 Boat Ramp to allow non-vehicular access from the overnight accommodations at Isaac Walton to the active recreation uses at the Lake 1 boat ramp.

Action R.34: Future Connections. A cohesive trail network connecting residents within the Twin Lakes study area to Shawnee proper may be constructed along the outflow channel below Lakes 1 and 2..

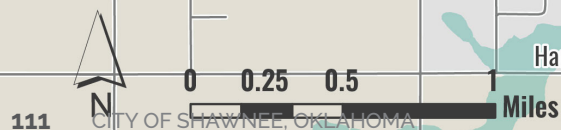


Figure 5.5, Recreation Strategies Table

Strategy Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Implementing Agency	Partnerships	Guiding Principle	Corresponding Strategy
Policy & Programs								
R.1	Event Programming. Partner with host organizations to recruit revenue-producing events.	Program	M	\$\$	Tourism	Parks and Rec - Public Works	R	
R.2	Swimming. Allow swimming on Lake 2.	Policy	O	N/A	City Manager's Office	Parks and Rec - Public Works	R	NR.1, R.17, R.26
R.3	User Fees. Adopt user fees for lake uses, including parking, camping, fishing, boating, hunting, pavilion rentals, etc.	Policy	O	\$	Parks and Rec - Public Works	City Manager's Office	R	PHS.12, R.12, R.17, R.20, R.25, R.28
R.4	Recreation Partners. Develop partnerships to help construct and maintain soft-surface trails around Lake 2.	Partnership	S	N/A	Parks and Rec - Public Works	City Manager's Office, Engineering	R	
R.5	Private Vendors. Incorporate small scale commercial uses within lake parks.	Policy, Revenue	O	\$	City Manager's Office	Community Development	R, G	
R.6	Boat Permits. Require permits for all boats operating on the lakes.	Policy	O	\$	City Manager's Office	Parks and Rec - Public Works, Police	R, P	PHS.3
R.7	Public Art. Incorporate cultural and public art elements into public parks.	Policy	O	N/A	Parks and Rec - Public Works	Community Development, Tourism	R	
R.8	Plan Integration. Integrate the recommendations from this master plan into updated parks and recreation master plans	Study	S	\$\$\$	Parks and Rec - Public Works	Finance, City Manager's Office, Community Development	R	
R.9	Lakes Recreation Fund. Create a designated fund within the City's budget to directly support the long-term operation and maintenance of recreation-related investments.	Regulation	S	N/A	City Manager's Office	Finance	R	

Strategy Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Implementing Agency	Partnerships	Guiding Principle	Corresponding Strategy
R.10	Master Plans. Prepare detailed master plans for each recreation area to generate precise programming, phasing, and cost estimates.	Regulation	S	N/A	City Manager's Office	Finance, Parks and Rec, Community Development	R	
Investments								
R.11	Recreation Area Staffing. Create new park enforcement and maintenance positions to monitor and maintain park improvements, overnight stay areas, and park areas.	Operational	L	\$\$\$	Parks and Rec - Public Works	Finance, City Manager's Office	R, P	PHS.10, PHS.11
R.12	Permitting System. Implement a permitting payment system that uses current best practices and technology for user-friendliness including on-demand options.	Capital	O	\$\$	Parks and Rec - Public Works	Finance, IT, Police	R	
R.13	Marketing. Increase marketing for revenue-producing efforts at Twin Lakes.	Operational	O	\$\$	Tourism	Parks and Rec - Public Works	R, G	
R.14	Recreation Equipment. Purchase and rent equipment to boost study area recreational activities.	Capital	M	\$\$\$	Parks and Rec - Public Works		R	

***Types of Strategies:**

Study: Follow-up analysis or investigation required to determine the best solution.
 Regulation: New regulation or change to existing regulation requiring City Council action.
 Policy: New or modified formal process or procedure that guides City decisions.
 Partnership: Formal or informal agreement with an external entity to pursue shared goals.
 Revenue: New fee or revenue collection opportunity to support public projects.
 Program: A city initiative related to education, recreation, or sports.
 Capital: New or modified capital expenditure for a project.
 Operational: New or modified program or staffing arrangement.

****Timeframe:**

S - Short-Term: 1-3 years
 M - Mid-Term: 3-5 years
 L - Long-Term: 5+ years
 O - Ongoing or Immediate

*****Cost Considerations:**

\$ - Less than \$50K
 \$\$ - \$50K - \$100K
 \$\$\$ - \$100K - \$500K
 \$\$\$\$ - \$500K - 2M
 \$\$\$\$\$ - More than 2M
 N/A - Operation of policy change
 - no significant additional cost

******Guiding Principle:**

R: Provide beloved and beneficial recreational amenities
 P: Facilitate the efficient delivery of public services
 N: Embrace the stewardship of our natural resources
 G: Promote fiscally responsible growth patterns

Strategy Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Implementing Agency	Partnerships	Guiding Principle	Corresponding Strategy
Glen Collins Park and Lake 2 Park Improvements								
R.15	RV Campgrounds. Establish overnight camping accommodations in the current Glen Collins Park.	Capital	S	\$\$\$\$	Parks and Rec - Public Works		R	
R.16	Shoreline Restoration. Perform shoreline restoration measures along Lake 1 near the current swimming beach location.	Capital	S	\$		Engineering	N	
R.17	Wildflower Zone. Construct a wildflower garden on the shore of Lake 1.	Capital	S	\$\$			R, N	
R.18	Day Use Amenities. On Lake 2, make park improvements that allow for day-uses.	Capital	M	\$\$\$\$\$			R	
R.19	Private Uses. Rezone the destination recreation and lodge area to allow for private investments.	Policy	L	N/A	Community Development		G	U.6, U.7
Lake 1 Boat Ramp Improvements								
R.20	Gated Entry. Install gated boat parking.	Capital	S	\$\$\$\$	Parks and Rec - Public Works	Engineering	R, P	
R.21	Park Name. Rename the Lake 1 boat ramp recreation area to promote the branding of the Twin lakes.	Policy	S	N/A	Parks and Rec - Public Works	City Manager's Office	R	
R.22	Boat Ramps Improve existing boat ramps.	Capital	S	\$\$\$	Parks and Rec - Public Works	Engineering	R	
R.23	Access. Improve access to boat ramps and existing fishing pier.	Capital	S	\$\$		Engineering	R	
R.24	Day Use Amenities. Construct gated parking area and day-use facilities.	Capital	L	\$\$\$\$\$			R	

Strategy Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Implementing Agency	Partnerships	Guiding Principle	Corresponding Strategy
Kiwanis Park Improvements								
R.25	Gated Access. Install gated access and improve designated parking facilities.	Capital	S	\$\$\$\$	Parks and Rec - Public Works	Engineering	R, P	
R.26	Day Use Amenities. Improve day use facilities.	Capital	S	\$\$\$\$			R	
R.27	Primitive Campsites. Construct other overnight use facilities.	Capital	M	\$\$\$\$			R	
Isaac Walton Park Improvements								
R.28	Gated Access. Install gated access to the park area to monitor usage.	Capital	S	\$\$\$\$	Parks and Rec - Public Works	Engineering	R, P	
R.29	Camping. Construct various campsite accommodations including RV campsites, yurts, or cabins.	Capital	S	\$\$\$\$			R	
R.30	Park Amenities. Construct various campsite amenities to support campers.	Capital	M	\$\$\$\$			R	



Camp grounds should provide a variety of amenities that support daily use, including picnic tables, grills, waste receptacles, and similar amenities.

Strategy Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Implementing Agency	Partnerships	Guiding Principle	Corresponding Strategy
Trails								
R.31	Lake Loop Trail. A “Lake Loop Trail” around Lake 2 should be constructed along the shoreline.	Capital	S	\$\$\$\$\$	Parks and Rec - Public Works		R	
R.32	Lake 1 and Lake 2 Connection. A trail connecting Glen Collins Park and the Lake #1 Boat Ramp should be constructed.	Capital	S	\$\$\$\$\$			R	
R.33	Isaac Walton Connection. A trail should connect Isaac Walton Park to Lake #1 Boat Ramp.	Capital	M	\$\$\$\$\$			R	
R.34	Future Connections. A cohesive trail network connecting residents within the Twin Lakes study area as well as within Shawnee proper to the events and activities at the lakes should be constructed over time.	Capital	L	\$\$\$\$\$		Community Development, Engineering	R, G	



Soft surface trails cost less to construct and may be a better fit in certain environmentally sensitive areas or where a more natural feel is desired.

PUBLIC HEALTH AND SAFETY

As the frequency of calls for public safety services increases around the Twin Lakes due to heightened usage of the parks, and population grows in accordance with the Future Development Plan, it may become necessary to invest in a full-time public safety presence in the study area. This may include a graduated increase in equipment, facilities, and staffing for park and lake security, general safety, fire/rescue, and emergency medical services.

With a low population and population density, today's desire for permanent police and fire stations within the study area is not feasible in the near-term (nor does it outweigh the need for additional public safety resources within Shawnee proper). Pre-positioned resources such as a new police dock and boat, may assist response times and improve on-water patrolling during busy summer months in the meantime. "Pre-positioning" of staff resources may also be accommodated in a targeted manner by providing housing at recreation areas for public safety staff.



The incorporation of public safety housing or camp host spaces can supplement park patrols and maintenance needs while providing a sense of safety and security within an overnight camping park.

POLICIES & PROGRAMS

Action PHS.1: Public Safety District. Determine the feasibility of a public safety district to supplement police and fire resources.

In 2021, Oklahoma passed the "Oklahoma Public Safety Protection District Act" which allows municipalities to create a public safety protection district to help fund the provision of public safety services, if approved by voters. The act allows a city to place annual assessments on properties to fund public safety, including the purchase and maintenance of equipment and vehicles, employment for fire, protection, and EMS services, and payment for emergency services. By creating a Public Safety District for Shawnee, the City could raise addition revenues to support the provision of public safety, not just in the study area, but throughout the entire City.

Action PHS.2: Police Presence. Continue enhanced police presence at the Lake parks during summer months.

Shawnee's school resource officers have assisted in the patrol of Glen Collins Park and Isaac Walton Park during the last two summers. This program has improved conduct and the perception of safety during the busier summer months. The program should be continued until additional staff capacity is added within the parks to assist with monitoring park usage and compliance.

Action PHS.3: Boat Stickers. Institute sticker permits for all boats to aid in law enforcement.

A boat sticker program should be implemented to ensure all boats have the proper permits for the lakes. Stickers improve visibility for patrols and can show whether the permits are for a day use or annual. While there should be opportunities to purchase day permits for visitors, it would be easier to use a mail-based system to send stickers out for annual permit holders, like the vehicle registration system.

Action PHS.4: Derelict Docks. Implement an additional fees for the public removal of derelict docks.

Based on the review of existing docks on Lake 1, there may be instances where the City needs to assist with the removal of derelict docks. In these instances, additional fines should be charged to cover the City's cost for derelict dock removal, including any subcontracting costs, permitting, and debris disposal.

Action PHS.5: Code Enforcement Process. Adopt proactive code enforcement measures related to the protection of the lake shore:

- Monitor and enforce the lakes to ensure the lake shore conservation zone is maintained
- Monitor docks and any lake encroachments and ensure all docks follow permitting and inspection requirements
- Require the abatement when the lake shore protection measures are not followed

The City's complaint-based code enforcement system that operates today, does not address the needs of the lakes. By switching to a proactive system, the City will be able to monitor and protect public health and safety on the Twin Lakes, including monitoring dock safety and standards and lake shore conservation requirements. A proactive code enforcement policy for targeted violations can more readily require abatement measures when there are code-related infringements.

Action PHS.6: Dock Permits. Require annual dock permit renewal with inspections to ensure the safety and quality of docks.

The existing system to report and monitor code enforcement cases is not transparent or simple. By improving the system for City staff, as well as residents, will help ensure the timely response and aid the City in managing the case status, types of cases, and locations. A digital system can help with workflow automation, reduce paperwork, and make the system more efficient.



Examples of docks on Lake 1 that are in need of maintenance or replacement. Without the proper mechanisms in place, such as proactive code enforcement and abatement measures, it may be years before the docks are improved to meet current safety requirements.

INVESTMENTS

Action PHS.7: Police Dock. Construct a police dock on Lake 1 with a new patrol boat and unit to monitor the lakes.

A dedicated police dock and storage space will allow on-water patrols to have quick access to the water and respond to emergencies. The construction of the dock on Lake 1 near the existing boat ramp will be close to other City storage facilities and is a central location on the Lake to improve time in emergency situations.

Action PHS.8: Emergency Access. Ensure Lake 2 has proper emergency services access and accommodations.

To allow water patrols to respond to emergencies on both lakes, the connecting canal should remain open to emergency services unless water conditions prevent boat access due to water depth. To ensure emergency services have adequate access regardless of water levels, the boat launch area of Lake 2 should be improved and the kayak/canoe boat launch area should be of sufficient size and quality to allow for City watercraft to tie up in the case of responses.

Action PHS.9: Police Services. Reserve space for a future substation to serve the study area when calls for service volumes increase.

While calls for police service originating from the study area are limited today, as reprogrammed recreation areas attract more overnight visitors and the population increases, the number of calls will likely increase as well. This may necessitate a police squadron dedicated to patrolling the study area. A joint-use facility with fire/emergency services may reduce costs and travel times by providing a central location to rest during patrols and to store vehicles or other police equipment.

Action PHS.10: Fire Services. Reserve space for a future fire station in the study area when calls for service volumes increase.

While the current fire/EMS calls for service originating from the study area are limited, as reprogrammed recreation areas attract more overnight visitors and the population increases, the number of calls will likely increase as well. Although routes to the study area may be improved to allow for quicker response times, a fire station in the study area would allow for the quickest responses. The City can partner with surrounding communities to fund and staff the development of a future fire station. Incremental steps can be taken to establish a fully functional fire station. For example, in the near term a site can be used to stage equipment, followed by a fully staffed fire/EMS station.

Action PHS.11: Camp Hosts. Utilize "Camp Hosts" to monitor campgrounds.

Camp hosts are used to assist with the managing of camping and RV parks. Camp hosts stay at the campgrounds for a season, usually for free or for a small stipend, and assist with regular maintenance and running of the camps. They can be used to supplement staff needs, and act as an on-site system of security. This system is commonly used in national parks and similar types of parks throughout the United States.

Action PHS.12: Public Safety Housing. Include housing for public safety at campground locations.

In addition to the use of camp hosts, public safety housing can be included in overnight campgrounds. Public safety housing, or smaller on-site housing for police or safety officers, can be offered in return for a police officer staying on site at the campground. While a police officer may not be required to perform duties off-hours, the police vehicle and overall presence will improve the perception of safety.

Action PHS.13: Recreation Area Access. Install gate-controlled access to recreation areas.

All public park areas should have gated entry. A gated entry system will collect parking fees, limit the number of users within each park area and on the lake, and improve safety at the parks. The City can use timed-use permits with printed tickets during the busy season to meet capacity constraints, use a entry ticket system at gates, or surface parking stations with a phone-based application to help monitor and pay for parking. When deciding which type of payment system to install, there will be several factors the City will need to consider. There may be increased maintenance and operations, the need for personnel to monitor the gated access, initial infrastructure costs, and lot capacity review systems.

Action PHS.14: Code Enforcement Officer. Create a new code enforcement position to proactively monitor and enforce regulations.

To enforce code compliance around the lake, additional code enforcement staff and equipment will be needed. This includes additional full-time staff positions, a vehicle to travel around the lake, and a boat or drone to monitor the lake shore requirements.

Action PHS.15: Code Enforcement System. Improve reporting and monitoring systems for code enforcement cases.

The existing system to report and monitor code enforcement cases is not transparent or straightforward. Technological improvements to the system can assist with workflow, transparency, and efficiency. By improving the system for City staff, as well as residents, will help ensure the timely response and aid the City in managing the case status, types of cases, and locations of violations.



Gated entry systems can be used to ensure the parks are not overburdened, and prevent illegal parking. A variety of systems can be used, including timed gates with a payment station, parking ticket entry systems, and gates that also open automatically for annual permit holders. The City will need to consider various costs associated with gated access prior to determining which route to pursue.



Campground hosts are used in national and state parks around the United States to help enforce rules and regulations of campgrounds, assist with minor maintenance needs, and check-in campers. This system helps reduce full-time staffing needs during the peak season.

Figure 5.6, Public Health and Safety Strategies Table

Strategy Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Implementing Agency	Partnerships	Guiding Principle	Corresponding Strategy
Policy & Programs								
PHS.1	Public Safety District. Determine the feasibility of a public safety district to supplement police and fire resources.	Revenue	L	\$	City Manager's Office	Fire/EMS, Police	P	
PHS.2	Police Presence. Continue enhanced police presence at the Lake parks during summer months.	Policy	O	\$\$\$	Police		P	
PHS.3	Boat Stickers. Institute sticker permits for all boats to aid in law enforcement.	Revenue	O	\$	Parks and Rec - Public Works	Police	P	R.6
PHS.4	Derelict Docks. Implement an additional fee for the public removal of derelict docks.	Policy	S	\$\$	City Manager's Office	Finance, City Commission	N, P	
PHS.5	Code Enforcement Process. Adopt proactive code enforcement measures related to the protection of the lake shore.	Regulation	S	\$	Engineering	Community Development	G, N	NR.2
PHS.6	Dock Permits. Require annual dock permit renewal with inspections to ensure the safety and quality of docks	Regulation, Revenue	O	\$	Engineering	City Manager's Office	R	NR.5
Investments								
PHS.7	Police Dock. Construct a police dock on Lake 1 with a new patrol boat and unit to monitor the lakes.	Capital, Operational	S	\$\$\$\$	Police		P	
PHS.8	Emergency Access. Ensure Lake 2 has proper emergency services access and accommodations.	Capital	Varies	\$\$\$	Police	Engineering	P	

Strategy Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Implementing Agency	Partnerships	Guiding Principle	Corresponding Strategy
PHS.9	Police Services. Reserve space for a future substation to serve the study area when calls for service volumes increase.	Operational	L	\$\$\$	Police		P, G	
PHS.10	Fire Services. Reserve space for a future fire station in the study area when calls for service volumes increase.	Partnership, Capital	L	\$\$\$\$	Public Works	Finance, Fire/EMS	P, G	
PHS.11	Camp Hosts. Utilize "Camp Hosts" to monitor campgrounds.	Operational	L	\$\$	Parks and Rec - Public Works	Finance	P, R	R.27
PHS.12	Public Safety Housing. Include housing for public safety at campground locations.	Capital	L	\$\$\$	Parks and Rec - Public Works	Police	P, R	
PHS.13	Recreation Area Access. Install gate-controlled access to recreation areas.	Capital	O	\$\$\$	Parks and Rec - Public Works		P	R.3, R.15, R.18, R.20, R.25, R.28
PHS.14	Code Enforcement Officer. Create a new code enforcement position to proactively monitor and enforce regulations.	Operational	S	\$\$	Engineering	Finance	G, P	
PHS.15	Code Enforcement System. Improve reporting and monitoring systems for code enforcement cases.	Operational	O	\$\$	Engineering	Community Development, Finance	G	

***Types of Strategies:**

Study: Follow-up analysis or investigation required to determine the best solution.
Regulation: New regulation or change to existing regulation requiring City Council action.
Policy: New or modified formal process or procedure that guides City decisions.
Partnership: Formal or informal agreement with an external entity to pursue shared goals.
Revenue: New fee or revenue collection opportunity to support public projects.
Program: A city initiative related to education, recreation, or sports.
Capital: New or modified capital expenditure for a project.
Operational: New or modified program or staffing arrangement.

****Timeframe:**

S - Short-Term: 1-3 years
M - Mid-Term: 3-5 years
L - Long-Term: 5+ years
O - Ongoing or Immediate

*****Cost Considerations:**

\$ - Less than \$50K
\$\$ - \$50K - \$100K
\$\$\$ - \$100K - \$500K
\$\$\$\$ - \$500K - 2M
\$\$\$\$\$ - More than 2M
N/A - Operation of policy change
- no significant additional cost

******Guiding Principle:**

R: Provide beloved and beneficial recreational amenities
P: Facilitate the efficient delivery of public services
N: Embrace the stewardship of our natural resources
G: Promote fiscally responsible growth patterns

NATURAL FEATURES

As the Twin Lakes serve as Shawnee's primary source of drinking water as well as a recreational facility, it is critically important to preserve the quality of the water and environment. Shoreline erosion and sedimentation were noted as key issues during the planning process.

The strategies necessary to ensure the long-term quality of the City of Shawnee's drinking water supply include recommendations on lake usage and restoration, improvements to the City's Code of Ordinances, and educational opportunities around the lakes.



Strategic shoreline restoration activities are necessary to reduce ongoing erosion on the banks of Lake 1.

POLICIES & PROGRAMS

Action NR.1: Boating Access. Establish "No Wake" zones on Lake 2.

To protect the quality of the lakefront parks on Lake 2, "No Wake" zones should be implemented within 100 feet of any lakefront park and within the channel. No Wake" zones reduce wave impacts on the shoreline, which reduces shoreline erosion. Fewer waves and slower traveling boats improve swimming safety.

While ideally motorized boat access should be limited on Lake 2 to protect shoreline stability and water quality, No Wake" zones are an incremental step for long-term preservation of Lake 2.

Action NR.2: Lake Protection Zone. Update the Lake Protection Zone Regulations (Ch. 22 of the LDC):

- Require that all lakefront properties are subject to the lake shore conservation regulations, whether leased, privately owned, or owned and maintained by the City
- Increase the depth of the Lake Protection Zone to at least 35' from the mean high-water line
- Require setbacks from the ordinary mean high-water line of 50' for any primary structures and 35' for any secondary structures
- Prohibit the removal of healthy native vegetation within 25' of the mean high-water line
- Prohibit the construction of seawalls and similar hardscaping
- Require a minimum setback of 75' for any septic systems from the mean high water line, and require annual inspections and permits.

The regulation of the shoreline is in the interest of public health, safety, and welfare of a community. A healthy shoreline contributes to water quality and environmental preservation. The current shoreline composition is a mixture of manicured landscaping, native grasses, and seawalls, which can be unappealing to view and contribute to higher rates of shoreline erosion and degradation of water quality. Shoreline control measures can reduce severe erosion, protecting property values and reduce sediment in the water.

Action NR.3: Infrastructure Connections. Require connections to wastewater when available for properties in the area to limit septic tanks near the lake shore.

Septic systems near the City's primary water source require regular monitoring and inspections to ensure they are functioning properly. If not monitored, they could allow waste to leech into the lake, creating extra contamination to the drinking water. As sewer becomes available (see Action U.7 on Page 100), connections to the system should be required to reduce the possibility of human waste entering the Twin Lakes.

Action NR.4: Zebra Mussels. Increase education and outreach to reduce the impact of Zebra Mussels.

Zebra mussels are invasive mollusks that are harmful to local ecosystems and can clog pipes. They filter algae and attach onto other mollusks, and surfaces, which can kill the native species and clog pipes, causing damage to water, sewer, and stormwater systems. They are nearly impossible to eradicate once found in a lake, however measures can be taken to reduce the prevalence and spread. Additional education measures can be taken to inform residents of their presence, impact, and ways to help stop the spread, which may include news releases or additional signage at lakes and boat storage facilities.

Action NR.5: Low Impact Development. Adopt stronger standards to protect the watershed, such as the utilization of "Low Impact Development" techniques for developments near the lakes, and increased buffers around established floodplains.

Non-point source pollution can run into larger waterways through streams and creeks. To protect the water quality of the Twin Lakes, all new development should ensure the stormwater is managed and treated on property to reduce pollution entering the City's source of drinking water.

Methods to manage stormwater run-off for larger developments can reduce pollutants in the water. Low-impact development (LID) techniques may include rain gardens, bioswales, pervious pavement, rain cisterns, and similar methods. LID should supplement the stormwater management system and help treat run-off before it re-enters aquifers or larger water bodies. Stormwater retention and detention ponds can include native vegetation and aquatic life to help clean the water.



On-site stormwater management can include activated stormwater retention ponds (top picture), rain gardens (bottom picture), or similar methods that utilize native plants and soils to filter and treat stormwater. These methods can reduce run-off into the lakes of untreated water, protecting water quality and reducing localized flooding.

Action NR.6: Informational Signage. Incorporate informational signage and educational opportunities related to natural features and ecosystems.

Educational programs and events, such as summer camps, interpretive signage, and programs can be used to teach residents and visitors about the importance of natural resource conservation, water systems, and the natural environment. Summer camps can be available for children and could include camping, swimming, hiking, and exploration of the conservation areas around Lake 2. Interpretive signage can be located along trails, at boardwalks or pavilions, or along the lake shore to teach visitors about native plants, animals, and water systems. These amenities and programs can encourage regular use of parks, increase knowledge, and provide more things to do in parks around Twin Lakes.

Action NR.7: Partnerships. Identify partnerships to help with lake shore restoration.

Identify community groups to help volunteer with shoreline restoration. As water from Lake 1 is drawn down, there will be more opportunities to help replant and stabilize the shoreline. Having volunteers assistance will reduce the City staffing needs and help build ownership and shared responsibility for the lake quality, build resident interest in the lakes, and create community champions. Volunteer groups can also assist in the long-term maintenance of the shoreline through hosting volunteer days, or by "adopting a shoreline" to clean and maintain. Schools can teach classes on the shoreline and assist with restoration efforts. To gain local interest in restoration projects, the City can send out press releases, fliers, and broadcast on local radio and television stations.



Parks can incorporate educational signage to help teach residents about nature, the environment, or other outdoor systems. These opportunities can encourage exploration of parks and educate residents and visitors.

INVESTMENTS

Action NR.8: Shoreline Restoration. Restore the shoreline in areas where there are current beaches that will be relocated, or in any area which may need shoreline restoration that's City-owned. Restoration measures should include the use of native vegetation that will support long-term water quality and reduce erosion.

With the recent anomalies found on the Lake 1 Levee, there will be opportunities to restore the shore line and native vegetation. This may include at city parks where current swimming beaches will be relocated, or where significant erosion has occurred. Restoring the shoreline can help stabilization, provide a sanctuary for local ecology, ensure long-term water quality, and mitigate the impacts of stormwater run-off. The City can use a variety of native plants, which not only support aquatic life, but can also attract butterflies, bees, birds, and other types of terrestrial life.

Action NR.9: Infrastructure Debris. Remove infrastructure debris (i.e., Walker Road culvert) from the lake shore.

There are areas where infrastructure debris, such as failing roads, have fallen into the water. These features can create hazards for lake users and impede water flow. The removal of debris can assist in long-term water quality and safety along the lake shore.

Action NR.10: Cleaning Station. Construct an off-lake water cleaning station to reduce the spread of zebra mussels.

The spread of zebra mussels can be increased when boats with zebra mussels attached to them enter waters, or when boats are cleaned and the zebra mussels travel to water bodies through pipes. In addition to signage to inform lake users of the spread and impact of zebra mussels, the City can construct an off-lake cleaning station for boats or ensure other cleaning stations at boat storage places have protective measures against the spread of zebra mussels. This may include the use of ponds adjacent to cleaning stations which do not have pipes or other measures to move the water away from the cleaning station.

Action NR.11: Staffing. Ensure there is adequate staff to review permits and inspections for boat docks and septic systems.

Additional full time staff positions may be necessary to ensure all permits and inspections for water-quality and safety measures are enforced in a timely manner. This may include new building permit or inspection specialists who can review dock permits, septic systems, and similar permits near the shore line.



Shoreline restoration efforts support local ecology and beautification. Lake Phalen (shown above¹) solicited community volunteers to participate in a large-scale shoreline restoration effort. Together, the community restored over 1.2 miles of shoreline. The effort used a mixture of native plants, rip-rap, and limestone to restore areas that had been significantly impacted by erosion and stormwater run-off. The area has seen an increase in local ecology and reduced shoreline erosion as a result of the project. The community was heavily involved and still invested in the outcome of the project.

1: Photo Source: https://stormwater.pca.state.mn.us/index.php?title=Lake_Phalen_shoreland_restoration_-_shore_restoration_of_a_high-use_urban_lake

Figure 5.7, Natural Features Strategies Table

Strategy Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Implementing Agency	Partnerships	Guiding Principle	Corresponding Strategy
Policy & Programs								
NR.1	Boating Access. Establish "No Wake" zones on Lake 2.	Policy	O	N/A	City Manager's Office	Police	R, N	
NR.2	Lake Protection Zone. Update the Lake Protection Zone Regulations (Ch. 22 of the LDC).	Regulation	O	N/A	Community Development	City Manager's Office	N	
NR.3	Sewer Connections. Require connections to wastewater when it's available for properties in the area to limit septic tanks near the lake shore.	Policy	L	N/A	Utilities	Engineering	P, N	
NR.4	Zebra Mussels. Increase education and outreach to reduce the impact of Zebra Mussels.	Program	O	\$	Parks and Rec - Public Works		N	
NR.5	Low Impact Development. Adopt stronger standards to protect the watershed, such as the utilization of "Low Impact Development" techniques for developments near the lakes, and increased buffers around established floodplains.	Regulation	S	N/A	Community Development	Engineering	N	G.8
NR.6	Informational Signage. Incorporate informational signage and educational opportunities related to natural features and ecosystems.	Program	S	\$	Parks and Rec - Public Works		N, R	
NR.7	Partnerships. Identify partnerships to help with lake shore restoration.	Partnership	O	N/A	Parks and Rec - Public Works		N	

Strategy Number	Strategy	Strategy Type	Time-frame	Estimated Cost Range	Implementing Agency	Partnerships	Guiding Principle	Corresponding Strategy
Investments								
NR.8	Shoreline Restoration. Restore the shoreline in areas where there are current beaches that will be relocated, or in any area which may need shoreline restoration that's city-owned. Restoration measures should include the use of native vegetation that will support long-term water quality and reduce erosion.	Capital	S	\$\$	Public Works	Engineering	N	
NR.9	Infrastructure Debris. Remove infrastructure debris (i.e., Walker Road culvert) from the lake shore.	Capital	M	\$\$\$	Public Works		N, P	
NR.10	Cleaning Station. Construct an off-lake water cleaning station to reduce the spread of zebra mussels.	Capital	L	\$\$\$	Parks and Rec - Public Works	Engineering	N	
NR.11	Staffing. Ensure there is adequate staff to review permits and inspections for boat docks and septic systems.	Operational	O	\$\$	Engineering	Finance	R	NR.2, PHS.6

***Types of Strategies:**

Study: Follow-up analysis or investigation required to determine the best solution.
Regulation: New regulation or change to existing regulation requiring City Council action.
Policy: New or modified formal process or procedure that guides City decisions.
Partnership: Formal or informal agreement with an external entity to pursue shared goals.
Revenue: New fee or revenue collection opportunity to support public projects.
Program: A city initiative related to education, recreation, or sports.
Capital: New or modified capital expenditure for a project.
Operational: New or modified program or staffing arrangement.

****Timeframe:**

S - Short-Term: 1-3 years
M - Mid-Term: 3-5 years
L - Long-Term: 5+ years
O - Ongoing or Immediate

*****Cost Considerations:**

\$ - Less than \$50K
\$\$ - \$50K - \$100K
\$\$\$ - \$100K - \$500K
\$\$\$\$ - \$500K - 2M
\$\$\$\$\$ - More than 2M
N/A - Operation of policy change
- no significant additional cost

******Guiding Principle:**

R: Provide beloved and beneficial recreational amenities
P: Facilitate the efficient delivery of public services
N: Embrace the stewardship of our natural resources
G: Promote fiscally responsible growth patterns

PLAN IMPLEMENTATION AND ADMINISTRATION

The Twin Lakes Master Plan is an addendum to the Shawnee Next Horizons Comprehensive Plan. As such, this report presents methods to interpret and apply the Twin Lakes Future Development Plan to future land use and development decisions. Successful Plan implementation, however, requires more. As principal Plan Administrator, the City of Shawnee will be responsible for Plan coordination, monitoring, education, and amendments – all activities that must be closely aligned with comprehensive plan administration.

ROLES AND RESPONSIBILITIES

As official policy of the Shawnee Mayor and City Commission, implementation of the Twin Lakes Master Plan is a shared responsibility of all municipal departments, boards, and commissions.

CITY DEPARTMENTS

The Community Development Department is responsible for day-to-day administration of this Plan. The City Manager's Office will ensure that all other City departments are responsive to ongoing plan administration needs. City plan administration includes:

- Managing the day-to-day implementation of the plan.
- Supporting and carrying out the capital improvement planning efforts
- Drafting new or amended land development regulations consistent with the plan
- Conducting additional studies and plans
- Reviewing applications for consistency with the Plan
- Providing a progress report of implementation to elected and appointed officials on a regular basis

BOARDS AND COMMISSIONS

The Shawnee Board of Adjustment, Planning Commission, and other appointed bodies will render decisions that promote the intent of this Plan.

- **City Council.** Adopt amendments related to zoning, development regulations, and similar regulatory measures, guide policy decisions associated with the plan. Identify funding opportunities and align priorities from the plan with the City's budget.
- **Board of Adjustment.** Review and make final decisions related to any variances from the zoning regulations or code of ordinance related deviations.
- **Planning Commission.** Review and make recommendations to City Council related to the zoning, development, and other planning related recommendations found within this plan.
- **Beautification, Parks, and Recreation Committee.** Review and make recommendations to City Council related to the implementation of recreation-related strategies identified in this plan, including budget, park design, and prioritization of strategies.

IMPLEMENTATION METHODS

The three primary tools for implementing a long-range growth and development plan include policies and programs, municipal code updates, operating budgets, and capital programming.

- **Policies and Programs.** Various policies and programs are outlined in the work program. When the policies are brought before elected bodies, there should be a direct reference to the applicable policy
- **Development Process.** To implement the Twin Lakes Master Plan, amendments will need to be made to municipal codes. The development review process will consider applicable Plan principles and recommendations.
- **Operational Budget.** Fees adjustments and revenue allocations may decrease deficits in providing public services.
- **Capital Programming.** Capital project lists should align with recommended Plan investments.

MONITORING THE PLAN

City staff will monitor and report on the progress of Plan implementation. These activities ensure that the City is addressing Plan commitments and adjusting course as necessary.

ANNUAL PROGRESS REPORTS AND AMENDMENTS

As part of the ongoing implementation process, benchmarking and monitoring should take place regularly. Annual progress reports should include a status update on implementation, important actions and accomplishments that occurred over the previous year, and identify recommendations for the upcoming year.

Map amendments may occur in conjunction with the development process. General amendments may be considered as part of the annual reporting process.

FIVE YEAR PLAN UPDATE

A five year update evaluates the original assumptions regarding growth and development trends, emerging issues, and determines if the remaining action plan is still relevant. The five year update should include:

- A summary of plan amendments and accomplishments to date
- Changes in trends and development patterns since plan adoption (i.e., changes in predicted growth rates, demographic composition, community attitudes, availability of resources, or other political, environmental, or social issues
- Conflicts between decisions made and implementation actions yet to be undertaken
- Changes in state law, procedures, or programs which impact implementation actions
- A review and update of the Implementation Action Plan

TEN YEAR PLAN UPDATE

The plan should be taken through a full update after 10 years. This should include the elements included in the five-year plan update as well as:

- Community visioning and re-engagement
- Evaluation of action items that have yet to be considered
- Re-analysis of the issues and trends related to growth and community development
- Review of the fiscal analysis for the study area related to development patterns
- A new plan of action reflective of the refined vision for the future.

PREPARED IN ASSOCIATION WITH:



111 N. Lee Avenue, Suite 400
Oklahoma City, Oklahoma 73103

www.halff.com





City Attorney Department
130 N. Broadway Ave., Suite 100
Shawnee, OK 74801
ShawneeOK.org

Date: January 16, 2024
To: Board of City Commissioners
From: Joe Vorndran, City Attorney
Subject: Consideration of a resolution of the City of Shawnee declaring that a nuisance exists at the Fairview Mausoleum and authorizing and directing the City of Shawnee, Oklahoma to initiate a legal proceeding in the District Court of Pottawatomie County, Oklahoma for the purpose of abating the nuisance at the Fairview Mausoleum.

Background: The Fairview Mausoleum, which is owned by the Fairview Mausoleum Association, Inc., is in a severely dilapidated state and no longer safe to the public. Specifically, the Mausoleum is structurally unsound and exposed to the outside elements, and therefore poses the risk of disease, injury, and loss of life in the use of the property. The state of the Mausoleum also offends the sanctity and tranquility of the human remains and is offensive to community standards. Furthermore, the Fairview Mausoleum Association clearly constitutes a nuisance under Oklahoma law, and the Fairview Mausoleum Association has given no indication of any plan to repair the Mausoleum. As such, the City closed the Mausoleum to the public in December 2023, and City officials have been engaged in ongoing discussions regarding the City's options.

To remedy the issue, it is advisable for the City to initiate a formal legal proceeding to abate the nuisance at the Mausoleum pursuant to 51 O.S. 1, et seq. While the City is empowered to summarily abate nuisances within its municipal limits pursuant to 50 O.S. 16, in cases where summary abatement is "deemed impractical," the City may instead file an action in Pottawatomie County Court pursuant to 50 O.S. 17. However, before doing so, the City must adopt a resolution authorizing the action to abate the nuisance. In the present case, given the severity of the nuisance, the existence of the human remains at the Mausoleum, and the resulting legal implications, it would be impractical for the City to summarily abate the nuisance. Rather, facilitation of the abatement process with the approval, authority, and direction of a state district court is advisable.

The proposed ordinance authorizes the City of Shawnee to bring suit against the Fairview Mausoleum in the Pottawatomie County District Court pursuant to 50 O.S. 17 for the purpose of abating the nuisance at the Fairview Mausoleum. Upon initiating the legal action, the Court will have authority to declare that the Mausoleum constitutes a nuisance, to order abatement of the nuisance, and to appoint the City as commissioner to oversee abatement of the nuisance. The Court would be further empowered to order a sale of the nuisance property and to apply the proceeds thereof to the costs of abating the nuisance.

Financial Impact: Unknown at this time

Attachments: Resolution - Fairview Mausoleum

Staff Recommendation: Approval of the item

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF SHAWNEE DECLARING THAT A NUISANCE EXISTS AT THE FAIRVIEW MAUSOLEUM AND AUTHORIZING AND DIRECTING THE CITY OF SHAWNEE, OKLAHOMA TO INITIATE A LEGAL PROCEEDING IN THE DISTRICT COURT OF POTTAWATOMIE COUNTY, OKLAHOMA FOR THE PURPOSE OF ABATING THE NUISANCE AT THE FAIRVIEW MAUSOLEUM.

WHEREAS, the City of Shawnee is empowered to determine what constitutes a nuisance within its corporate limits pursuant to Title 50, Section 16 of the Oklahoma Statutes; and

WHEREAS, pursuant to Title 50 Section 17 of the Oklahoma Statutes, in cases where it is deemed impractical to summarily abate any such nuisance, the City of Shawnee may bring suit in the district court of the county in which such nuisance is located; the adoption of a resolution of the governing body of the City of Shawnee is required to bring such suit in the proper court for the purpose of abating any such nuisance; and

WHEREAS, the condition of the privately-owned Fairview Mausoleum located within the corporate limits of the City of Shawnee in Pottawatomie County, Oklahoma has deteriorated to such a degree that it constitutes a nuisance that annoys, injures, and endangers the comfort, repose, health, and safety of the community; offends decency; and renders persons insecure in life; and,

WHEREAS, summary adjudication of the nuisance by the City of Shawnee is deemed impractical given the severity of the nuisance at the Fairview Mausoleum.

NOW THEREFORE, BE IT RESOLVED that the City of Shawnee, Oklahoma hereby declares that a nuisance exists at the Fairview Mausoleum located within the corporate limits of the City of Shawnee in Pottawatomie County, Oklahoma; and hereby authorizes and directs the filing of a legal proceeding pursuant to Title 50 Section 17 of the Oklahoma Statutes by the City of Shawnee in the District Court of Pottawatomie County, Oklahoma, for the purpose of abating the nuisance at the Fairview Mausoleum.

The City of Shawnee, Oklahoma adopted the above Resolution on the _____ day of January, 2024.

CITY OF SHAWNEE, OKLAHOMA:

ED BOLT, MAYOR

ATTEST:
(Seal)

LISA LASYONE, MMC
CITY CLERK



Public Works Department
111 S. Kickapoo St.
Shawnee, OK 74801
ShawneeOK.org

Date: January 16, 2024
To: Board of City Commissioners
From: Brad Schmidt, Public Works Director
Subject: Consideration of a Resolution of the City of Shawnee to purchase a Volumetric Concrete Truck utilizing Sourcewell Contract #060122.

Background: City staff is proposing to purchase a CemenTech C60 Volumetric Concrete Mixer on a Mack Granite chassis. The purchase was previously budgeted and approved by the City Commission for Fiscal Year (FY) 2023-2024 and was included in the approved Capital Improvement Plan (CIP) for purchase in the current fiscal year.

The volumetric concrete truck will allow Public Works to complete repairs in a more timely fashion, as staff will no longer be subject to third party vendors to provide concrete on location, thereby reducing cost for both labor and material.

Through Contract #060122, staff are utilizing the cooperative purchasing agency Sourcewell for this purchase in compliance with the City of Shawnee Cooperative Purchasing Agreement Policy, dated August 15, 2022. This product is not available on state contract. The procurement through Sourcewell meets all competitive bidding requirements as set forth by the Oklahoma Central Purchasing Act.

Financial Impact: \$397,590.80 from 301-5-0920-54500, Capital Improvement Fund, Streets Department, Capital Outlay - Equipment; Project No. 24-0920-28.

Attachments: Cooperative Purchasing Resolution Cementech C60, Volumetric Quote, Sourcewell_Cemen Tech Contract 060122_Volumetric Mixer

Staff Recommendation: Approval of item

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF SHAWNEE APPROVING THE PURCHASE OF A CEMENTECH C60 VOLUMETRIC CONCRETE MIXER FROM THE G.W. VAN KEPPEL COMPANY, UNDER THE COOPERATIVE PURCHASING AGREEMENT WITH SOURCEWELL.

WHEREAS, the City of Shawnee, Oklahoma desires to enter into a cooperative purchasing agreement with Sourcewell for the purchase of a Cementech C60 Volumetric Concrete Mixer from the G.W. Van Keppel Company, under Contract #060122, and

WHEREAS, said cooperative purchasing agreement is for an item and/or service that no bid or match on the product or service is listed on the procurement schedule provided by the State of Oklahoma Use Committee, and

WHEREAS, all competitive bidding requirements of the Oklahoma Central Purchasing Act were followed when the pricing was obtained by the cooperative purchasing procurement unit and said pricing is reflected in the cooperative purchase agreement.

NOW, THEREFORE, BE IT RESOLVED by the City of Shawnee, Oklahoma, that in accordance with Oklahoma law, and the policy of the City of Shawnee, the cooperative purchasing agreement identified herein is approved in the amount of \$397,590.80.

PASSED, APPROVED, AND ADOPTED this 16th day of January, 2024, by the City of Shawnee.

ED BOLT, MAYOR

(SEAL)
ATTEST:

LISA LASYONE, MMC, CITY CLERK



THE G. W. VAN KEPPEL COMPANY

CITY SHAWNEE OKLAHOMA

MACK GRANITE/CEMEN TECH EQ0038596/EQ0041162 SERIAL #5055

C60 PRODUCE UP TO 60 CUBIC YARDS OF CONCRETE PER HOUR

OPTIONS INCLUDE:

QTY

ALUMINUM CHUTES

1

- TWO ALUMINUM CHUTES IN LIEU OF STANDARD CHUTES. INCLUDES BRACKET TO STORE CHUTES WHILE NOT IN USE.

AUTOMATED GATES

1

- REDUCE OPERATOR ERROR THROUGH AUTOMATION. AGGREGATE GATES WILL SELF ADJUST TO THE REQUIRED HEIGHT BASED ON SELECTED MIX DESIGN.

CALIBRATION KIT (1/4 YARD)

1

- 1/4 YARD ALUMINUM, COLLAPSIBLE YEILD BOX WITH DIGITAL SCALE AND MEASURING CUPS TO AID IN CALIBRATION OF THE UNIT.

CONVEYOR EXTENSION TO 221 INCHES

1

- CONVEYOR EXTENSION TO 221 INCHES.

FIBER CHOPPER

1

- FIBER CHOPPER CUTS, PROPORTIONS, AND DISPENSES HIGH STRENGTH AR GLASS FIBER. DISPENSING RATE UP TO 18 OZ OF FIBER PER MINUTE.

MIXER DIAPER

1

- MIXER DIAPER UNDER MIXING THROAT TO CATCH MATERIALS AND PREVENT THEM FROM SPILLING. STANDARD COLOR IS YELLOW.

5427 West Bethany Road, N. Little Rock, AR 72117 – (501) 945-4594 – (501) 945-0959 Fax
2218 Industrial Park Road, Van Buren, AR 72956 – (479) 474-5281 – (479) 474-6048 Fax
4250 E. Commerce Drive, Garden City, KS 67846 – (620) 272-0535 – (620) 272-0543 Fax
1449 Genessee, Kansas City, MO 64102 – (816) 921-4040 – (816) 921-4038 Fax
3914 W. Irving, Wichita, KS 67213 – (316) 945-6556 – (316) 945-6592 Fax
6455 W. Independence Ave., Springfield, MO 65802 – (417) 865-3550 – (417) 865-1044 Fax
11475 Page Service Dr., St. Louis, MO 63146 – (314) 872-8440 – (314) 993-6402 Fax
8233 West Reno, Oklahoma City, OK 73127 – (405) 495-0606 – (405) 495-9393 Fax
1876 North 105th E. Ave., Tulsa, OK 74116 – (918) 836-8851 – (918) 834-1659 Fax
3501 SE 21st St., Topeka, KS 66604 – (785) 357-2652 – (785) 357-5017 Fax



THE G. W. VAN KEPPEL COMPANY

PNEUMATIC FILL

- 4" FILL PIPE TO PNEUMATIC FILL THE CEMENT BIN. INCLUDES POP-UP FILTER VENTS IN THE TOP OF THE CEMENT BIN CAPS

ONSITE START-UP

1

- ONSITE START-UP – ADDITIONAL CHARGE MAY OCCUR BASED ON LOCATION OF THE TRAINING.

STROBE LIGHTS- 6

1

- 2 LIGHTS MOUNTED ON THE WATER TANK POINTING FORWARD
2 ON THE BACK OF THE CEMENT BIN POINTING REARWARD,
1 ON EACH SIDE OF THE CEMENT BIN POINTING TO THE SIDES.

TARP- MESH

1

- ELECTRIC MOTOR OPERATED SOLID TARP TO HELP SECURE YOUR AGGREGATES DURING TRANSIT. SWITCH WILL BE MOUNTED ON THE BIN SUPPORT.

THIRD ADMIXTURE SYSTEM (HIGH RANGE)

1

- USED FOR ADMIXES THAT REQUIRE 5 OUNCES OR MORE ADDITION RATE PER 100 LBS OF CEMENT. THE ADMIX MUST BE DILUTED TO ACHIEVE PROPER CONSISTENCY AND FLOW RATE THROUGH THE FLOW METER. SYSTEM INCLUDES A 35 GALLON (132 LITER) POLY TANK, ELECTRIC PUMP AND FLOW METER WITH BUILT IN ADJUSTABLE SETTINGS.

TICKET PRINTER IN CAB

1

- THERMAL TICKET PRINTER IN THE CAB PRINTS A 4" WIDE BATCH TICKET WITH KEY REPORTING INFORMATION FOR CUSTOMERS, INSPECTORS OR ENGINEERS.

TRANSMISSION INTEGRATION – AUTOMATIC

1

- TRANSMISSION INTEGRATION – AUTOMATIC (INCLUDES ROLL AND POUR CAPABILITY)

UPGRADE TO HEAVY HITTER VIBRATORS- SAND AND STONE

- UPGRADES SAND AND STONE SIDE VIBRATOR TO HEAVY HITTER CONFIGURATION FOR INCREASE BIN MOVEMENT TO HELP REDUCE BRIDGING.

5427 West Bethany Road, N. Little Rock, AR 72117 – (501) 945-4594 – (501) 945-0959 Fax
2218 Industrial Park Road, Van Buren, AR 72956 – (479) 474-5281 – (479) 474-6048 Fax
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THE G. W. VAN KEPPEL COMPANY

WATER TANK INSULATION PACKAGE WITH ACCESS LADDER TO TOP 1

- INSULATION (1/2" DOUBLE WARP – 1" TOTAL) COVERING SIDES AND TOP OF 430 GAL OR 510 GAL PLASTIC TANK. A PAINTED STEEL ENCLOSURE COVERS SIDES AND TOP OF TANK. MAXIMUM WATER TEMPERATURE 150 DEGREES F. INCLUDES ACCESS LADDER TO TOP. REQUIRES AN ADDITIONAL 6" OF CT.

WATER FILL PIPE WITH AIR GAP 1

- PREVENT WATER BACK FLOW WHEN FILLING. INCLUDES STRAINER AND CHECK VALVE. NOT OFFERED ON INSULATED WATER TANK.

TWO YARD EXTENSION RING 1

- ADDS TWO ADDITIONAL YARDS OF CAPACITY TO AGGREGATE BINS. TOTAL CAPACITY WOULD BE 10 YARDS.

WIRELESS REMOTE CONTROL 1

- FULL FUNCTION WIRELESS REMOTE CONTROL TO OPERATE THE UNIT INDEPENDENT FROM THE CONTROL PANEL.

360 SWIVEL LIFT CHUTE

- 360 DEGREE SWIVEL CHUTE WITH THE ADDED ABILITY TO LIFT THE ENTIRE CHUTE ASSEMBLY OVER THE END OF THE MIXER AND OUT OF THE WAY FOR POURING INTO PUMPS

HYDRAULIC CEMENT BIN

- CLOSED LOOP HYDRAULICALLY DRIVEN CEMENT BIN ALLOWS FOR INDEPENDENT OPERATION OF THE BIN FROM THE CONVEYOR FOR EASIER CALIBRATION AND EXPANDED RANGE OF CEMENT RATIOS

TRUCK & TRAILER SECTION:

MOUNTING – CTI SUPPLIED 1

- CEMENT TECH PROVIDED CHASSIS OR TRAILER. PROVIDE QUALITY WORKMANSHIP AND PROPERLY MOUNT UNIT TO APPROPRIATE CHASSIS.

TRUCK PURCHASE 2024 MACK GRANITE SFA MP7 425 HP ALLISON AUTO TRANS WITH 3 10K STEERABLE PUSHER AXLES

- DUE TO DELIVERY AND PREPARATION, NEW TRUCK PURCHASES MAY HAVE UP TO 1,500 MILES ON THE ODOMETER.

5427 West Bethany Road, N. Little Rock, AR 72117 – (501) 945-4594 – (501) 945-0959 Fax
 2218 Industrial Park Road, Van Buren, AR 72956 – (479) 474-5281 – (479) 474-6048 Fax
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 3914 W. Irving, Wichita, KS 67213 – (316) 945-6556 – (316) 945-6592 Fax
 6455 W. Independence Ave., Springfield, MO 65802 – (417) 865-3550 – (417) 865-1044 Fax
 11475 Page Service Dr., St. Louis, MO 63146 – (314) 872-8440 – (314) 993-6402 Fax
 8233 West Reno, Oklahoma City, OK 73127 – (405) 495-0606 – (405) 495-9393 Fax
 1876 North 105th E. Ave., Tulsa, OK 74116 – (918) 836-8851 – (918) 834-1659 Fax
 3501 SE 21st St., Topeka, KS 66604 – (785) 357-2652 – (785) 357-5017 Fax



THE G. W. VAN KEPPEL COMPANY

BASE UNIT	148,544.00
UNIT OPTIONS TOTAL:	53,686.00
UNIT SUB TOTAL PRICE:	\$202,230.00
LESS 4% DISCOUNT SORCEWELL	- \$8,089.20
UNIT PRICE WITH DISCOUNT	\$194,140.80
TRUCK MOUNTING	4,521.00
TRUCK CHASSIS :	198,929.00
SALE PRICE TOTAL PER UNIT:	\$397,590.80

ANY APPLICABLE TAXES ARE RESPONSIBILITY OF THE CUSTOMER
CHANGES TO THE ORDER AFTER ACCEPTANCE WILL INCUR ADDITIONAL CHARGES

OPTIONAL EQUIPMENT
ACCU POUR SYSTEM \$3,990.00
ACCU POUR OFFICE SOFTWARE \$2,500.00

QUOTE VALID FOR 10 DAYS

PLEASE NOTE ALL PRICING IS SUBJECT TO MANUFACTURER INCREASES

THANKS FOR THE PRIVILEGE TO QUOTE YOUR EQUIPMENT NEEDS

RYAN KLARENBECK
TERRITORY MANAGER
VAN KEPPEL

CUSTOMER SIGNATURE

QUOTE COMPLETED BY MATT PETTIT ROAD GROUP MANAGER

5427 West Bethany Road, N. Little Rock, AR 72117 – (501) 945-4594 – (501) 945-0959 Fax
2218 Industrial Park Road, Van Buren, AR 72956 – (479) 474-5281 – (479) 474-6048 Fax
4250 E. Commerce Drive, Garden City, KS 67846 – (620) 272-0535 – (620) 272-0543 Fax
1449 Genessee, Kansas City, MO 64102 – (816) 921-4040 – (816) 921-4038 Fax
3914 W. Irving, Wichita, KS 67213 – (316) 945-6556 – (316) 945-6592 Fax
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**Solicitation Number: RFP #060122****CONTRACT**

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Cemen Tech Inc., 1700 N. 14th St., Indianola, IA 50125 (Supplier).

Sourcewell is a State of Minnesota local government unit and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to eligible federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. Sourcewell issued a public solicitation for Roadway Paving Equipment from which Supplier was awarded a contract.

Supplier desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

1. TERM OF CONTRACT

- A. **EFFECTIVE DATE.** This Contract is effective upon the date of the final signature below.
- B. **EXPIRATION DATE AND EXTENSION.** This Contract expires August 1, 2026, unless it is cancelled sooner pursuant to Article 22. This Contract may be extended one additional year upon the request of Sourcewell and written agreement by Supplier.
- C. **SURVIVAL OF TERMS.** Notwithstanding any expiration or termination of this Contract, all payment obligations incurred prior to expiration or termination will survive, as will the following: Articles 11 through 14 survive the expiration or cancellation of this Contract. All other rights will cease upon expiration or termination of this Contract.

2. EQUIPMENT, PRODUCTS, OR SERVICES

- A. **EQUIPMENT, PRODUCTS, OR SERVICES.** Supplier will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above. Supplier's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.

All Equipment and Products provided under this Contract must be new and the current model. Supplier may offer close-out or refurbished Equipment or Products if they are clearly indicated in Supplier's product and pricing list. Unless agreed to by the Participating Entities in advance, Equipment or Products must be delivered as operational to the Participating Entity's site.

This Contract offers an indefinite quantity of sales, and while substantial volume is anticipated, sales and sales volume are not guaranteed.

B. **WARRANTY.** Supplier warrants that all Equipment, Products, and Services furnished are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Supplier warrants the Equipment, Products, and Services are suitable for and will perform in accordance with the ordinary use for which they are intended. Supplier's dealers and distributors must agree to assist the Participating Entity in reaching a resolution in any dispute over warranty terms with the manufacturer. Any manufacturer's warranty that extends beyond the expiration of the Supplier's warranty will be passed on to the Participating Entity.

C. **DEALERS, DISTRIBUTORS, AND/OR RESELLERS.** Upon Contract execution and throughout the Contract term, Supplier must provide to Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers relative to the Equipment, Products, and Services offered under this Contract, which will be incorporated into this Contract by reference. It is the Supplier's responsibility to ensure Sourcewell receives the most current information.

3. PRICING

All Equipment, Products, or Services under this Contract will be priced at or below the price stated in Supplier's Proposal.

When providing pricing quotes to Participating Entities, all pricing quoted must reflect a Participating Entity's total cost of acquisition. This means that the quoted cost is for delivered Equipment, Products, and Services that are operational for their intended purpose, and includes all costs to the Participating Entity's requested delivery location.

Regardless of the payment method chosen by the Participating Entity, the total cost associated with any purchase option of the Equipment, Products, or Services must always be disclosed in the pricing quote to the applicable Participating Entity at the time of purchase.

A. **SHIPPING AND SHIPPING COSTS.** All delivered Equipment and Products must be properly packaged. Damaged Equipment and Products may be rejected. If the damage is not readily apparent at the time of delivery, Supplier must permit the Equipment and Products to be returned within a reasonable time at no cost to Sourcewell or its Participating Entities. Participating Entities reserve the right to inspect the Equipment and Products at a reasonable

time after delivery where circumstances or conditions prevent effective inspection of the Equipment and Products at the time of delivery. In the event of the delivery of nonconforming Equipment and Products, the Participating Entity will notify the Supplier as soon as possible and the Supplier will replace nonconforming Equipment and Products with conforming Equipment and Products that are acceptable to the Participating Entity.

Supplier must arrange for and pay for the return shipment on Equipment and Products that arrive in a defective or inoperable condition.

Sourcwell may declare the Supplier in breach of this Contract if the Supplier intentionally delivers substandard or inferior Equipment or Products.

B. SALES TAX. Each Participating Entity is responsible for supplying the Supplier with valid tax-exemption certification(s). When ordering, a Participating Entity must indicate if it is a tax-exempt entity.

C. HOT LIST PRICING. At any time during this Contract, Supplier may offer a specific selection of Equipment, Products, or Services at discounts greater than those listed in the Contract. When Supplier determines it will offer Hot List Pricing, it must be submitted electronically to Sourcwell in a line-item format. Equipment, Products, or Services may be added or removed from the Hot List at any time through a Sourcwell Price and Product Change Form as defined in Article 4 below.

Hot List program and pricing may also be used to discount and liquidate close-out and discontinued Equipment and Products as long as those close-out and discontinued items are clearly identified as such. Current ordering process and administrative fees apply. Hot List Pricing must be published and made available to all Participating Entities.

4. PRODUCT AND PRICING CHANGE REQUESTS

Supplier may request Equipment, Product, or Service changes, additions, or deletions at any time. All requests must be made in writing by submitting a signed Sourcwell Price and Product Change Request Form to the assigned Sourcwell Supplier Development Administrator. This approved form is available from the assigned Sourcwell Supplier Development Administrator. At a minimum, the request must:

- Identify the applicable Sourcwell contract number;
- Clearly specify the requested change;
- Provide sufficient detail to justify the requested change;
- Individually list all Equipment, Products, or Services affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and

- Include a complete restatement of pricing documentation in Microsoft Excel with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Equipment, Products, and Services offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Request Form will become an amendment to this Contract and will be incorporated by reference.

5. PARTICIPATION, CONTRACT ACCESS, AND PARTICIPATING ENTITY REQUIREMENTS

A. PARTICIPATION. Sourcewell's cooperative contracts are available and open to public and nonprofit entities across the United States and Canada; such as federal, state/province, municipal, K-12 and higher education, tribal government, and other public entities.

The benefits of this Contract should be available to all Participating Entities that can legally access the Equipment, Products, or Services under this Contract. A Participating Entity's authority to access this Contract is determined through its cooperative purchasing, interlocal, or joint powers laws. Any entity accessing benefits of this Contract will be considered a Service Member of Sourcewell during such time of access. Supplier understands that a Participating Entity's use of this Contract is at the Participating Entity's sole convenience and Participating Entities reserve the right to obtain like Equipment, Products, or Services from any other source.

Supplier is responsible for familiarizing its sales and service forces with Sourcewell contract use eligibility requirements and documentation and will encourage potential participating entities to join Sourcewell. Sourcewell reserves the right to add and remove Participating Entities to its roster during the term of this Contract.

B. PUBLIC FACILITIES. Supplier's employees may be required to perform work at government-owned facilities, including schools. Supplier's employees and agents must conduct themselves in a professional manner while on the premises, and in accordance with Participating Entity policies and procedures, and all applicable laws.

6. PARTICIPATING ENTITY USE AND PURCHASING

A. ORDERS AND PAYMENT. To access the contracted Equipment, Products, or Services under this Contract, a Participating Entity must clearly indicate to Supplier that it intends to access this Contract; however, order flow and procedure will be developed jointly between Sourcewell and Supplier. Typically, a Participating Entity will issue an order directly to Supplier or its authorized subsidiary, distributor, dealer, or reseller. If a Participating Entity issues a purchase order, it may use its own forms, but the purchase order should clearly note the applicable Sourcewell contract number. All Participating Entity orders under this Contract must be issued prior to expiration or cancellation of this Contract; however, Supplier performance, Participating Entity

payment obligations, and any applicable warranty periods or other Supplier or Participating Entity obligations may extend beyond the term of this Contract.

Supplier's acceptable forms of payment are included in its attached Proposal. Participating Entities will be solely responsible for payment and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

B. **ADDITIONAL TERMS AND CONDITIONS/PARTICIPATING ADDENDUM.** Additional terms and conditions to a purchase order, or other required transaction documentation, may be negotiated between a Participating Entity and Supplier, such as job or industry-specific requirements, legal requirements (e.g., affirmative action or immigration status requirements), or specific local policy requirements. Some Participating Entities may require the use of a Participating Addendum, the terms of which will be negotiated directly between the Participating Entity and the Supplier or its authorized dealers, distributors, or resellers, as applicable. Any negotiated additional terms and conditions must never be less favorable to the Participating Entity than what is contained in this Contract.

C. **SPECIALIZED SERVICE REQUIREMENTS.** In the event that the Participating Entity requires service or specialized performance requirements not addressed in this Contract (such as e-commerce specifications, specialized delivery requirements, or other specifications and requirements), the Participating Entity and the Supplier may enter into a separate, standalone agreement, apart from this Contract. Sourcewell, including its agents and employees, will not be made a party to a claim for breach of such agreement.

D. **TERMINATION OF ORDERS.** Participating Entities may terminate an order, in whole or in part, immediately upon notice to Supplier in the event of any of the following events:

1. The Participating Entity fails to receive funding or appropriation from its governing body at levels sufficient to pay for the equipment, products, or services to be purchased; or
2. Federal, state, or provincial laws or regulations prohibit the purchase or change the Participating Entity's requirements.

E. **GOVERNING LAW AND VENUE.** The governing law and venue for any action related to a Participating Entity's order will be determined by the Participating Entity making the purchase.

7. CUSTOMER SERVICE

A. **PRIMARY ACCOUNT REPRESENTATIVE.** Supplier will assign an Account Representative to Sourcewell for this Contract and must provide prompt notice to Sourcewell if that person is changed. The Account Representative will be responsible for:

- Maintenance and management of this Contract;

- Timely response to all Sourcwell and Participating Entity inquiries; and
- Business reviews to Sourcwell and Participating Entities, if applicable.

B. BUSINESS REVIEWS. Supplier must perform a minimum of one business review with Sourcwell per contract year. The business review will cover sales to Participating Entities, pricing and contract terms, administrative fees, sales data reports, performance issues, supply issues, customer issues, and any other necessary information.

8. REPORT ON CONTRACT SALES ACTIVITY AND ADMINISTRATIVE FEE PAYMENT

A. CONTRACT SALES ACTIVITY REPORT. Each calendar quarter, Supplier must provide a contract sales activity report (Report) to the Sourcwell Supplier Development Administrator assigned to this Contract. Reports are due no later than 45 days after the end of each calendar quarter. A Report must be provided regardless of the number or amount of sales during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

The Report must contain the following fields:

- Participating Entity Name (e.g., City of Staples Highway Department);
- Participating Entity Physical Street Address;
- Participating Entity City;
- Participating Entity State/Province;
- Participating Entity Zip/Postal Code;
- Participating Entity Contact Name;
- Participating Entity Contact Email Address;
- Participating Entity Contact Telephone Number;
- Sourcwell Assigned Entity/Participating Entity Number;
- Item Purchased Description;
- Item Purchased Price;
- Sourcwell Administrative Fee Applied; and
- Date Purchase was invoiced/sale was recognized as revenue by Supplier.

B. ADMINISTRATIVE FEE. In consideration for the support and services provided by Sourcwell, the Supplier will pay an administrative fee to Sourcwell on all Equipment, Products, and Services provided to Participating Entities. The Administrative Fee must be included in, and not added to, the pricing. Supplier may not charge Participating Entities more than the contracted price to offset the Administrative Fee.

The Supplier will submit payment to Sourcwell for the percentage of administrative fee stated in the Proposal multiplied by the total sales of all Equipment, Products, and Services purchased by Participating Entities under this Contract during each calendar quarter. Payments should

note the Supplier's name and Sourcewell-assigned contract number in the memo; and must be mailed to the address above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions. Payments must be received no later than 45 calendar days after the end of each calendar quarter.

Supplier agrees to cooperate with Sourcewell in auditing transactions under this Contract to ensure that the administrative fee is paid on all items purchased under this Contract.

In the event the Supplier is delinquent in any undisputed administrative fees, Sourcewell reserves the right to cancel this Contract and reject any proposal submitted by the Supplier in any subsequent solicitation. In the event this Contract is cancelled by either party prior to the Contract's expiration date, the administrative fee payment will be due no more than 30 days from the cancellation date.

9. AUTHORIZED REPRESENTATIVE

Sourcewell's Authorized Representative is its Chief Procurement Officer.

Supplier's Authorized Representative is the person named in the Supplier's Proposal. If Supplier's Authorized Representative changes at any time during this Contract, Supplier must promptly notify Sourcewell in writing.

10. AUDIT, ASSIGNMENT, AMENDMENTS, WAIVER, AND CONTRACT COMPLETE

A. **AUDIT.** Pursuant to Minnesota Statutes Section 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Contract are subject to examination by Sourcewell or the Minnesota State Auditor for a minimum of six years from the end of this Contract. This clause extends to Participating Entities as it relates to business conducted by that Participating Entity under this Contract.

B. **ASSIGNMENT.** Neither party may assign or otherwise transfer its rights or obligations under this Contract without the prior written consent of the other party and a fully executed assignment agreement. Such consent will not be unreasonably withheld. Any prohibited assignment will be invalid.

C. **AMENDMENTS.** Any amendment to this Contract must be in writing and will not be effective until it has been duly executed by the parties.

D. **WAIVER.** Failure by either party to take action or assert any right under this Contract will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right. Any such waiver must be in writing and signed by the parties.

E. **CONTRACT COMPLETE.** This Contract represents the complete agreement between the parties. No other understanding regarding this Contract, whether written or oral, may be used to bind either party. For any conflict between the attached Proposal and the terms set out in Articles 1-22 of this Contract, the terms of Articles 1-22 will govern.

F. **RELATIONSHIP OF THE PARTIES.** The relationship of the parties is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their respective businesses. This Contract does not create a partnership, joint venture, or any other relationship such as master-servant, or principal-agent.

11. INDEMNITY AND HOLD HARMLESS

Supplier must indemnify, defend, save, and hold Sourcewell and its Participating Entities, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by Sourcewell or its Participating Entities, arising out of any act or omission in the performance of this Contract by the Supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in the Equipment, Products, or Services under this Contract to the extent the Equipment, Product, or Service has been used according to its specifications. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.

12. GOVERNMENT DATA PRACTICES

Supplier and Sourcewell must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by or provided to Sourcewell under this Contract and as it applies to all data created, collected, received, maintained, or disseminated by the Supplier under this Contract.

13. INTELLECTUAL PROPERTY, PUBLICITY, MARKETING, AND ENDORSEMENT

A. INTELLECTUAL PROPERTY

1. *Grant of License.* During the term of this Contract:
 - a. Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising and promotional materials for the purpose of marketing Sourcewell's relationship with Supplier.
 - b. Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising and promotional materials for the purpose of marketing Supplier's relationship with Sourcewell.
2. *Limited Right of Sublicense.* The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers, resellers, marketing representatives, and agents (collectively "Permitted Sublicensees") in

advertising and promotional materials for the purpose of marketing the Parties' relationship to Participating Entities. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this Article by any of their respective sublicensees.

3. *Use; Quality Control.*

- a. Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.
- b. Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with such party's use of the trademarks. Upon written notice to the breaching party, the breaching party has 30 days of the date of the written notice to cure the breach or the license will be terminated.

4. *Termination.* Upon the termination of this Contract for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

B. PUBLICITY. Any publicity regarding the subject matter of this Contract must not be released without prior written approval from the Authorized Representatives. Publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Supplier individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

C. MARKETING. Any direct advertising, marketing, or offers with Participating Entities must be approved by Sourcewell. Send all approval requests to the Sourcewell Supplier Development Administrator assigned to this Contract.

D. ENDORSEMENT. The Supplier must not claim that Sourcewell endorses its Equipment, Products, or Services.

14. GOVERNING LAW, JURISDICTION, AND VENUE

The substantive and procedural laws of the State of Minnesota will govern this Contract. Venue for all legal proceedings arising out of this Contract, or its breach, must be in the appropriate state court in Todd County, Minnesota or federal court in Fergus Falls, Minnesota.

15. FORCE MAJEURE

Neither party to this Contract will be held responsible for delay or default caused by acts of God or other conditions that are beyond that party's reasonable control. A party defaulting under this provision must provide the other party prompt written notice of the default.

16. SEVERABILITY

If any provision of this Contract is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Contract is capable of being performed, it will not be affected by such determination or finding and must be fully performed.

17. PERFORMANCE, DEFAULT, AND REMEDIES

A. **PERFORMANCE.** During the term of this Contract, the parties will monitor performance and address unresolved contract issues as follows:

1. *Notification.* The parties must promptly notify each other of any known dispute and work in good faith to resolve such dispute within a reasonable period of time. If necessary, Sourcewell and the Supplier will jointly develop a short briefing document that describes the issue(s), relevant impact, and positions of both parties.
2. *Escalation.* If parties are unable to resolve the issue in a timely manner, as specified above, either Sourcewell or Supplier may escalate the resolution of the issue to a higher level of management. The Supplier will have 30 calendar days to cure an outstanding issue.
3. *Performance while Dispute is Pending.* Notwithstanding the existence of a dispute, the Supplier must continue without delay to carry out all of its responsibilities under the Contract that are not affected by the dispute. If the Supplier fails to continue without delay to perform its responsibilities under the Contract, in the accomplishment of all undisputed work, the Supplier will bear any additional costs incurred by Sourcewell and/or its Participating Entities as a result of such failure to proceed.

B. **DEFAULT AND REMEDIES.** Either of the following constitutes cause to declare this Contract, or any Participating Entity order under this Contract, in default:

1. Nonperformance of contractual requirements, or
2. A material breach of any term or condition of this Contract.

The party claiming default must provide written notice of the default, with 30 calendar days to cure the default. Time allowed for cure will not diminish or eliminate any liability for liquidated or other damages. If the default remains after the opportunity for cure, the non-defaulting party may:

- Exercise any remedy provided by law or equity, or
- Terminate the Contract or any portion thereof, including any orders issued against the Contract.

18. INSURANCE

A. REQUIREMENTS. At its own expense, Supplier must maintain insurance policy(ies) in effect at all times during the performance of this Contract with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

1. *Workers' Compensation and Employer's Liability.*

Workers' Compensation: As required by any applicable law or regulation.

Employer's Liability Insurance: must be provided in amounts not less than listed below:

Minimum limits:

\$500,000 each accident for bodily injury by accident

\$500,000 policy limit for bodily injury by disease

\$500,000 each employee for bodily injury by disease

2. *Commercial General Liability Insurance.* Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Contract.

Minimum Limits:

\$1,000,000 each occurrence Bodily Injury and Property Damage

\$1,000,000 Personal and Advertising Injury

\$2,000,000 aggregate for products liability-completed operations

\$2,000,000 general aggregate

3. *Commercial Automobile Liability Insurance.* During the term of this Contract, Supplier will maintain insurance covering all owned, hired, and non-owned automobiles in limits of liability not less than indicated below. The coverage must be subject to terms no less broad than ISO Business Auto Coverage Form CA 0001 (2010 edition or newer), or equivalent.

Minimum Limits:

\$1,000,000 each accident, combined single limit

4. *Umbrella Insurance*. During the term of this Contract, Supplier will maintain umbrella coverage over Employer's Liability, Commercial General Liability, and Commercial Automobile.

Minimum Limits:

\$2,000,000

5. *Network Security and Privacy Liability Insurance*. During the term of this Contract, Supplier will maintain coverage for network security and privacy liability. The coverage may be endorsed on another form of liability coverage or written on a standalone policy. The insurance must cover claims which may arise from failure of Supplier's security resulting in, but not limited to, computer attacks, unauthorized access, disclosure of not public data – including but not limited to, confidential or private information, transmission of a computer virus, or denial of service.

Minimum limits:

\$2,000,000 per occurrence

\$2,000,000 annual aggregate

Failure of Supplier to maintain the required insurance will constitute a material breach entitling Sourcewell to immediately terminate this Contract for default.

B. CERTIFICATES OF INSURANCE. Prior to commencing under this Contract, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Contract. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or sent to the Sourcewell Supplier Development Administrator assigned to this Contract. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf.

Failure to request certificates of insurance by Sourcewell, or failure of Supplier to provide certificates of insurance, in no way limits or relieves Supplier of its duties and responsibilities in this Contract.

C. ADDITIONAL INSURED ENDORSEMENT AND PRIMARY AND NON-CONTRIBUTORY INSURANCE CLAUSE. Supplier agrees to list Sourcewell and its Participating Entities, including their officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

D. WAIVER OF SUBROGATION. Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Contract or other

insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

E. UMBRELLA/EXCESS LIABILITY/SELF-INSURED RETENTION. The limits required by this Contract can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

19. COMPLIANCE

A. LAWS AND REGULATIONS. All Equipment, Products, or Services provided under this Contract must comply fully with applicable federal laws and regulations, and with the laws in the states and provinces in which the Equipment, Products, or Services are sold.

B. LICENSES. Supplier must maintain a valid and current status on all required federal, state/provincial, and local licenses, bonds, and permits required for the operation of the business that the Supplier conducts with Sourcwell and Participating Entities.

20. BANKRUPTCY, DEBARMENT, OR SUSPENSION CERTIFICATION

Supplier certifies and warrants that it is not in bankruptcy or that it has previously disclosed in writing certain information to Sourcwell related to bankruptcy actions. If at any time during this Contract Supplier declares bankruptcy, Supplier must immediately notify Sourcwell in writing.

Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Contract. Supplier further warrants that it will provide immediate written notice to Sourcwell if this certification changes at any time.

21. PROVISIONS FOR NON-UNITED STATES FEDERAL ENTITY PROCUREMENTS UNDER UNITED STATES FEDERAL AWARDS OR OTHER AWARDS

Participating Entities that use United States federal grant or FEMA funds to purchase goods or services from this Contract may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Article, all

references to “federal” should be interpreted to mean the United States federal government. The following list only applies when a Participating Entity accesses Supplier’s Equipment, Products, or Services with United States federal funds.

A. **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all contracts that meet the definition of “federally assisted construction contract” in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. §60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 C.F.R. § 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” The equal opportunity clause is incorporated herein by reference.

B. **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must be in compliance with all applicable Davis-Bacon Act provisions.

C. **CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708).** Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of

not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Contract. Supplier certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

D. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT. If the federal award meets the definition of “funding agreement” under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency. Supplier certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

E. CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387). Contracts and subgrants of amounts in excess of \$150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Contract will comply with applicable requirements as referenced above.

F. DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689). A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. § 180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

G. BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352). Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any

person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

H. RECORD RETENTION REQUIREMENTS. To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

I. ENERGY POLICY AND CONSERVATION ACT COMPLIANCE. To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

J. BUY AMERICAN PROVISIONS COMPLIANCE. To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

K. ACCESS TO RECORDS (2 C.F.R. § 200.336). Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers, and records of Supplier that are directly pertinent to Supplier's discharge of its obligations under this Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Supplier's personnel for the purpose of interview and discussion relating to such documents.

L. PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322). A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

M. FEDERAL SEAL(S), LOGOS, AND FLAGS. The Supplier cannot use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.

N. NO OBLIGATION BY FEDERAL GOVERNMENT. The U.S. federal government is not a party to this Contract or any purchase by a Participating Entity and is not subject to any obligations or liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Contract or any purchase by an authorized user.

O. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS. The Contractor acknowledges that 31 U.S.C. 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Contract or any purchase by a Participating Entity.

P. FEDERAL DEBT. The Supplier certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.

Q. CONFLICTS OF INTEREST. The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Contract or any aspect related to the anticipated work under this Contract raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). The Supplier must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.

R. U.S. EXECUTIVE ORDER 13224. The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.

S. PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT. To the extent applicable, Supplier certifies that during the term of this Contract it will comply with applicable requirements of 2 C.F.R. § 200.216.

T. DOMESTIC PREFERENCES FOR PROCUREMENTS. To the extent applicable, Supplier certifies that during the term of this Contract will comply with applicable requirements of 2 C.F.R. § 200.322.

22. CANCELLATION

Sourcewell or Supplier may cancel this Contract at any time, with or without cause, upon 60 days' written notice to the other party. However, Sourcewell may cancel this Contract immediately upon discovery of a material defect in any certification made in Supplier's

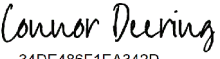
Proposal. Cancellation of this Contract does not relieve either party of financial, product, or service obligations incurred or accrued prior to cancellation.

Sourcewell

BOMAG Americas, Inc.

DocuSigned by:

By: C0FD2A139D06489...
Jeremy Schwartz
Title: Chief Procurement Officer
Date: 7/29/2022 | 1:01 PM CDT

DocuSigned by:

By: 34DE486F1EA342D...
Connor Deering
Title: CEO & President
Date: 8/8/2022 | 7:58 AM CDT

Approved:

DocuSigned by:

By: 7E42B8F817A64CC...
Chad Coauette
Title: Executive Director/CEO
Date: 8/8/2022 | 8:35 AM CDT

RFP 060122 - Roadway Paving Equipment

Vendor Details

Company Name: Cemen Tech Inc
1700 N 14th St
Address: Indianola, IA 50125
Contact: Mark Rinehart
Email: mrinehart@cementech.com
Phone: 515-961-7407 785
Fax: 515-961-7409
HST#: 42-1067453

Submission Details

Created On: Tuesday April 12, 2022 08:53:47
Submitted On: Wednesday May 25, 2022 16:24:31
Submitted By: Jared Evers
Email: jevers@cementech.com
Transaction #: f77b3b4c-a9d4-4d42-819b-973eefd702c4
Submitter's IP Address: 199.66.14.7

Specifications

Table 1: Proposer Identity & Authorized Representatives

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond "N/A" if the question does not apply to you (preferably with an explanation).

Line Item	Question	Response *
1	Proposer Legal Name (one legal entity only): (In the event of award, will execute the resulting contract as "Supplier")	Cemen Tech Inc.
2	Identify all subsidiary entities of the Proposer whose equipment, products, or services are included in the Proposal.	N/A
3	Identify all applicable assumed names or DBA names of the Proposer or Proposer's subsidiaries in Line 1 or Line 2 above.	N/A
4	Provide your CAGE code or Unique Entity Identifier (SAM):	61796
5	Proposer Physical Address:	1700 N. 14th St. Indianola, IA 50125
6	Proposer website address (or addresses):	https://www.cementech.com/
7	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer and, in the event of award, will be expected to execute the resulting contract):	Connor Deering, CEO & President 1700 N. 14th St. Indianola, IA 50125 CDeering@cementech.com +1-800-247-2464 ext. 770
8	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Jared Evers, Product Manager 1700 N. 14th St. Indianola, IA 50125 JEvers@cementech.com 515-336-2250
9	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Mark Rinehart, Director of Sales and Marketing 1700 N. 14th St. Indianola, IA 50125 MRinehart@cementech.com 515-306-4432

Table 2: Company Information and Financial Strength

Line Item	Question	Response *
10	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested equipment, products or services.	Founded in 1969, Cemen Tech is the world's largest manufacturer of volumetric proportioning and continuous mixing systems. Compared to traditional drum mixing, volumetric technology offers the construction world complete control of their concrete. Due to a strong commitment to customers, an innovation focus, and continuous improvement in design, Cemen Tech manufactures the highest quality concrete mixers while providing exceptional support service to customers. Cemen Tech products operate in more than 70 countries across the globe and supplies equipment to military branches of several countries, most notably working with the US Army, Air Force and Navy for more than three decades. However, the high-quality products Cemen Tech delivers would not be possible without its employees. The company is proud to be an employee stock ownership plan (ESOP) company. Everyone on staff, from the president and executive team to the assemblers and welders are owners with a direct impact on the business. Positive Mindset, Ingenuity, Accountability, Do The Right Thing, Engaged and Safety are the six core values that dictate behavior and action at Cemen Tech. As an employee-owned business, with the most experienced industry talent and knowledge, these core values are the guiding principles that lead to a superior customer experience.

11	What are your company's expectations in the event of an award?	We know our solutions would bring exceptional benefits to government entities who may have never been exposed to volumetric mixers. The ability to better control scheduling, quality, productivity, and costs will be extremely appealing to government organizations. Our expectation is to educate municipalities on the long-term advantages of this technology. Our marketing plan speaks to a broad launch strategy to familiarize our internal and external representatives with details of the contract. Additional support from current Sourcewell vendors and staff through webinars and/or site visits will be scheduled throughout the duration of the contract. Our hope is to provide valuable solutions to members through open communication between Cemen Tech and Sourcewell.	*
12	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response.	Cemen Tech is a privately held company and under normal business practices does not disclose confidential financial details. However, a bank reference and four supplier references have been attached. These documents present key references who can vouch for Cemen Tech's financial strength and stability.	*
13	What is your US market share for the solutions that you are proposing?	Private companies within the volumetric industry do not publicly share or report unit sales numbers. Through our independent research we have calculated Cemen Tech to hold a current U.S. market share of 67%. We have used EDA data and UCC filings to calculate this percentage.	*
14	What is your Canadian market share for the solutions that you are proposing?	We have not found a mechanism on how to calculate Canadian market share numbers. In the past 12 months, we have sold over 20 mixers in Canada.	*
15	Has your business ever petitioned for bankruptcy protection? If so, explain in detail.	No.	*
16	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization. a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	Cemen Tech is a manufacturer. The company sells products and services directly to customers, as well as through a network of domestic and international dealers. Currently we have 11 dealers representing our products in the US and Canada. These dealership groups are independently operated and managed. An interactive dealer map can be found on our website at http://cementech.com/find-a-dealer/. While Cemen Tech employs a group of highly specialized service technicians, dealers also provide local customer service support during times of immediate need. Dealer personnel will receive sales and service training from Cemen Tech throughout the year to ensure a maximum level of product knowledge.	*
17	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	To the best of our knowledge, Cemen Tech holds and maintains all licenses and certifications necessary to conduct business in the U.S. All Cemen Tech mobile and stationary mixers are certified by the Volumetric Mixer Manufacturers Bureau (VMMB), an entity organized with the assistance of the National Ready Mixed Concrete Association (NRMCA) to regulate and help advance the volumetric industry. The Conformance Européenne (CE) certification and mark symbolizes that the Cemen Tech product line has been reviewed and meets certain levels of safety standards required to sell product into European markets.	*
18	Provide all "Suspension or Debarment" information that has applied to your organization during the past ten years.	N/A	*

Table 3: Industry Recognition & Marketplace Success

Line Item	Question	Response *	
19	Describe any relevant industry awards or recognition that your company has received in the past five years	Cemen Tech has been recognized for multiple awards and recognition over the past 52 years. In the past 5 years, the company has received the following recognition: - 2020 Gold Award Winner – Advocates Program, Association of Equipment Manufacturers - 2020 Manufacturing Technology Company of the Year – The Technology Association of Iowa - 2020 Annual Employee Ownership Film Contest – National Center for Employee Ownership - 2020 Best Manufacturing Company, Runner-Up, Des Moines Business Record - 2019 Legend in Manufacturing Award, 100-300 Employees, Iowa Association of Business and Industry - 2017 Front Cover Feature - Construction Equipment Distribution (CED) Magazine - 2017 – Municipality Case Study Recognition – Public Works Magazine Digital Edition - 2017 Chairman of Measuring/Mixing-Volumetric Committee 304-0F – American Concrete Institute (ACI)	*
20	What percentage of your sales are to the governmental sector in the past three years	07/1/18 – 06/30/19: 40% 07/1/19 – 06/30/20: 29% 07/1/20 – 06/30/21 4%	*
21	What percentage of your sales are to the education sector in the past three years	None to report.	*
22	List any state, provincial, or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?	Recognized as an Associate Member/Supplier of Buy Board and HGAC Buy. HGAC Buy: 07/1/18 – 06/30/21: \$100K	*
23	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	GSA Motor Delivery Orders Contract: GSA -30F-0009M. 2020: \$2,620,000 2019: \$131,000	*

Table 4: References/Testimonials

Line Item 24. Supply reference information from three customers who are eligible to be Sourcwell participating entities.

Entity Name *	Contact Name *	Phone Number *	
City of Philadelphia PA	Lance Wilus - Quality Assurance Specialist	215-686-1875	*
City of Baytown TX	Kevin Harvill- Assistant Director of Public Works	281-420-7180	*
City of Ballwin MO	Jim Link - Director of Public Works	636-227-9000	*

Table 5: Top Five Government or Education Customers

Line Item 25. Provide a list of your top five government, education, or non-profit customers (entity name is optional), including entity type, the state or province the entity is located in, scope of the project(s), size of transaction(s), and dollar volumes from the past three years.

Entity Name	Entity Type *	State / Province *	Scope of Work *	Size of Transactions *	Dollar Volume Past Three Years *	
US Armed Forces	Government	District of Columbia - DC	We manufactured volumetric mixers for the Air Force, Navy, Marines, and Army.	Estimated transaction \$125,000 per unit.	\$37,000,000	*
City/County Government	Government	Pennsylvania - PA	We manufactured volumetric mixers for them.	Estimated transaction \$125,000 per unit.	\$808,000	*
City/County Government	Government	Ohio - OH	We manufactured volumetric mixers for them.	Estimated transaction \$125,000 per unit.	\$438,000	*
City/County Government	Government	Indiana - IN	We manufactured volumetric mixers for them.	Estimated transaction \$125,000 per unit.	\$322,000	*
City/County Government	Government	Maryland - MD	We manufactured volumetric mixers for them.	Estimated transaction \$125,000 per unit.	\$285,000	*

Table 6: Ability to Sell and Deliver Service

Describe your company's capability to meet the needs of Sourcewell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *	
26	Sales force.	Cemen Tech has a dedicated sales department that focuses 100% of their time on sales. We have a total of six full time sales professionals who each have a regional territory to provide coverage for all 50 states as well as Canada. Our internal sales team has extensive concrete industry expertise coupled with detailed product knowledge to provide a consultative sales process with each customer to give them exactly what they need to meet their goals. Each regional sales manager lives remotely in their sales territory to provide local support to our customers.	*
27	Dealer network or other distribution methods.	Cemen Tech has several Dealers who sell our products to provide additional coverage at the regional and local level for sales, service and parts. These dealers are listed below along with their locations. Aring Equipment – WI James River Equipment – NC, SC, VA Komatsu Equipment – AZ, CT, DE, MD, NJ, NV, NY, PA, UT, WY Lyle Machinery – AL, LA, MS Nation's Equipment Sales – HI, ID, MT, OR, UT, WA Reynolds-Warren Equipment Co – GA Romco Equipment Co. – TX SMS Equipment – Alaska within the United States. They also have 39 locations throughout all ten Canadian provinces as well as Yukon and Northwest territories. Van Keppel – AR, KS, MO, OK	*
28	Service force.	Over the past five decades, Cemen Tech has developed relationships and understands the needs of government purchasing agents to provide them with the appropriate equipment. Cemen Tech includes on-site Service Department training and set up for new customer purchases. Our Service Department provides premium support to all customers with our experts available in the office and on-site to ensure minimal downtime for any issue. Currently we have six regional technical support technicians who live throughout the country supporting customers and dealers locally. We also have another six service and parts technicians located at our office. Other Cemen Tech Service Department opportunities include classroom and hands-on training at our headquarters, crew shadowing, additional in-field training, on-site evaluations, and demonstrations at industry events.	*

29	Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.	The Sourcewell order process and respective dollar amount tracking will be accomplished through collaboration between our sales and finance departments. Sourcewell member inquiries will be issued to a sales representative (based on state). The sales representative will assist with the selection of appropriate solutions and a quote will be generated for the client. The pricing quoted will be in line with pricing documents stated and submitted to Sourcewell. Before invoicing occurs, Finance will review Sourcewell pricing compliance for all internal and dealer-submitted purchase orders. Our ability to report quarterly sales to Sourcewell is detailed in our response to Table 13, Line Item 68 in this submittal form below.	*
30	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	Cemen Tech has six certified Service Technicians and ten full time Engineers on staff who travel to customer job sites across the world to service and repair machines, train operators and ensure our customers are equipped to perform at the highest level. For critical machine issues that require immediate on-site assistance, staff can be in-route within 24 hours. Annual goals and incentives for the Service team are based on product knowledge, customer response time and abilities to alleviate problems in an efficient and professional manner. Another vital area Cemen Tech takes pride in is the ability to quickly manufacture and ship out parts. Our Parts Department has the most extensive parts inventory in our industry to provide parts as needed. 95% of the parts we sell each year can be shipped in 24 hours, and emergency service is always available. Telephone support is provided during business hours at the office. We also have the capability to connect with our customers via video chat through our Cemen Tech Connect app to remotely view and diagnose any potential issues on a much faster basis.	*
31	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in the United States.	Cemen Tech, based in Indianola, Iowa, is centrally located in the United States with dedicated sales representatives and service technicians in each regional territory within the country. With Cemen Tech equipment currently owned and operated within all 50 states, along with our extensive dealer network located in all regions, Cemen Tech is wholly represented and committed to serving all Sourcewell participating entities in the United States.	*
32	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	Cemen Tech products and customer services are used across 70 countries including Canada. Cemen Tech's headquarters is not far from the Canadian border. Team members travel to multiple Canadian provinces and cities to service machines, attend trade shows and conferences, visit customer jobsites, and provide Cemen Tech customers with exceptional support wherever they are. Our distributor, SMS Equipment, is very active in the Canadian market with 39 locations throughout the country.	*
33	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed contract.	Cemen Tech will be fully serving all geographic areas of the United States and Canada. Countries outside of North America will also be incorporated if necessary.	*
34	Identify any Sourcewell participating entity sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Explain in detail. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?	None. Willing to fully serve ALL Sourcewell participating entity sectors in this proposed contract.	*
35	Define any specific contract requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	None	*

Table 7: Marketing Plan

Line Item	Question	Response *
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36	Describe your marketing strategy for promoting this contract opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	External notification: • Media release regarding Sourcewell Awarded Contract with links to viewing Cemen Tech's contract page on Sourcewell website. • Cemen Tech sales and marketing team would conduct training with our Dealers who may be new to Sourcewell to understand the contract benefits and eligible customers. • The Cemen Tech sales team would also discuss the contract with current government contacts who have expressed an interest in our equipment and would be eligible to purchase. • Cemen Tech and/or Dealers would attend regional and state government shows and events. • Social media announcements – Facebook, LinkedIn and Twitter are all channels Cemen Tech utilizes regularly. Contract Announcements & Advertising: • Cemen Tech will provide various industry publications exclusive content that will educate and inform the relevant audience. These articles are an excellent way to educate and inform and are an in-direct way of selling. • An advertising schedule will be developed to support the award of a Sourcewell contract that would include both print and digital. CemenTech.com: • A dedicated section on the website is currently set up to inform, educate and encourage participation; this page includes links to viewing Cemen Tech's contract page on Sourcewell website. • Included will be product features, options, service and support information. • Content has been developed for CemenTech.com that promotes the value of Sourcewell and encourages participation in the program. Much of the content (http://cementech.com/news-events/) on our website is developed to educate and inform our industry, we would take this opportunity to continue to do the same if our Sourcewell contract is renewed. • Our strategy of publishing content, educational materials and product information has brought significant traffic to our website, LinkedIn page, Facebook page and YouTube channel. We are now the top ranked volumetric (manufacturer) website on search engine giants: Google, Bing and Yahoo. Events & Exposure: • Cemen Tech and Dealers will attend regional and state government shows as well as participate with Sourcewell at Sourcewell-endorsed national events. • Cemen Tech will produce case studies on various awarded contracts on how the equipment is being used to meet a government agency's needs, their return on investment and other success measures. These case studies can also include their process for going through a Sourcewell awarded contract. Marketing Materials: • Printed Marketing Materials • Cemen Tech prints marketing brochures for the products described in this RFP and would include Sourcewell Contract information on government specific materials. • Cemen Tech will produce and provide marketing materials as needed to Sourcewell and other approved marketing publication. An example of our product marketing literature is attached.	*
37	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	Cemen Tech has an extensive digital strategy for education, awareness and promoting Cemen Tech products. Our website, cementech.com, averages 80,000 web sessions per month and has multiple triggers set up for visitors to contact us through forms (which feed automatically into our CRM system), online chat and phone calls. Cemen Tech digital strategies work to engage people who have an interest in concrete mixers or use concrete in their business and want to learn more. We comply with privacy regulations in collecting data and have options for unsubscribing to our emails.	*
38	In your view, what is Sourcewell's role in promoting contracts arising out of this RFP? How will you integrate a Sourcewell-awarded contract into your sales process?	Sourcewell will play an important role in teaching us the benefits and limitations of our contract. We will depend on Sourcewell to provide guidance as to the different conferences, trade shows and events that Sourcewell members attend. New membership notification and details will also be much appreciated. Cemen Tech's internal sales team and marketing members will visit local dealers to explain the many benefits of the Sourcewell contract and review eligible customers. Depending on scheduling conflicts, webinars will be used to help dealers understand the Sourcewell contract and organization. We will also provide templates for Dealers to use our marketing brochures and mailings for promotion of equipment to governmental and public agencies.	*
39	Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	Our parts department is available through an e-procurement ordering process. Part requests can be emailed to our designated parts specialist for immediate processing. After hours, emails will be processed at 5AM CST the following business day. Orders on routine parts (under \$10,000) can be purchased with a credit card.	*

Table 8: Value-Added Attributes

Line Item	Question	Response *
40	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	When a Sourcewell member organization purchases a product from Cemen Tech, they will receive product training, operator instruction and vendor references. Additional on-site training at member locations will be provided by Cemen Tech certified trainers. The traditional 2-day session includes an in-depth review of the unit, maintenance procedures, calibration process preparation and operator instruction with crew members. This startup training is priced at \$4,737 with discounts and extended training sessions are available for Sourcewell members. In addition to on-site training, Cemen Tech offers training classes for Sourcewell members to learn from internal and external industry professionals. Operations 101 is focused on operations, calibrations, mix-designs and the basics of concrete. Students will be able to participate in operating and calibrating a machine on a mock jobsite. Advanced Maintenance 201 will provide students with a comprehensive understanding of the servicing, operation and repairing of Cemen Tech units by disassembling and reassembling hydraulics, electrical components and more. Each course is \$583/person and includes 2 days of class instruction, 3-nights lodging and meals for 2 days with discounts available for Sourcewell members. Operators also have the ability to become VMVB certified through our classroom training.
41	Describe any technological advances that your proposed products or services offer.	Cemen Tech's C60 mixer is a great example of a technological advancement that has helped drive and influence the rest of the industry. Each unit comes equipped with a state-of-the-art electronic control panel. The control panel allows an operator in the field to track exactly when a mixer was in operation, how much concrete was poured, water-to-cement ratio and the mix design used on each job site. The information is displayed on a digital readout and shows the exact amount and proportioning of aggregate, sand, water and cement used. The system includes digital recording flow meters that continually monitor materials to ensure mix design compliance. ACCU-POUR™ combines next-generation technology and the needs of businesses who use volumetric mixers to connect their office, dispatch and customers to increase productivity. Each Cemen Tech C60 mixer comes standard with the base level of ACCU-POUR which includes the AP Touch (control panel), Auto-Stow™, Auto-Wash™ and is ready for factory installed ACCU-POUR options such as Auto-Gates, Office and Mobile. As the industry leader, customers and competitors look at us to innovate and pilot the way. This is a position we have worked hard to get to and will continue to enhance through our Sourcewell contract.
42	Describe any "green" initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.	Cemen Tech's volumetric mixers are designed to give customers more control over their concrete. As opposed to rotary drum mixers, mobile concrete mixers allow for an efficient and more environmentally friendly method of producing and pouring concrete. Our solution produces the exact amount and slump of concrete needed at the precise time, eliminating scenarios of under or over-ordering concrete that will ultimately be wasted. As a result of mixing on-site, our solutions require less water, generate less waste and consume less fossil fuels lowering our carbon footprint. Our solution, in itself, is a "green" initiative within the concrete industry. An attached document titled "Lowering the Carbon Footprint When Using Volumetric Mobile Concrete Mixers for Delivering Concrete to Job Sites: A Climate Change, Gas Emissions, and Environmental Benefits Analysis" is attached. Cemen Tech is also committed to eliminating waste and adding value through a "lean" manufacturing journey. We are continually looking for more efficient methods to manufacture our equipment and improve workflow. Environmental wastes, such as excessive water, energy and material costs are targeted in this lean philosophy.
43	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the equipment or products included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	Cemen Tech is working to help create awareness and education for contractors who would like to receive LEED® accredited points from utilizing concrete on project sites. The outreach will also promote the overall sustainability of using volumetric concrete which uses less water, has substantially less concrete waste and fewer emissions in the making of concrete than traditional batch plants and drum trucks.

44	Describe any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation of certification (as applicable) in the document upload section of your response.	Cemen Tech partners with West-Mark, a Certified Small Business entity and Federal Contracts Corp, a Service Disabled Veteran Owned Small Business (SDVOSB) as well as a Certified Small Business entity for their assistance with federal government sales. Links to these individual company webpages are listed below: West-Mark.com Federalcontractscorp.com Supporting certification documentation has been added to the document upload section of this proposal.	*
45	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	Cemen Tech products are hand built by skilled craftsman in Indianola, Iowa. We take "Made In The USA" very seriously and customers can visit our plant to see materials being delivered, cut, welded, painted and technology built in our plant come together for the most technologically advanced volumetric mixer in the industry. Built, serviced and parts shipped in the U.S.A. is important to our customers and to our employees as is our attention to detail with every piece of equipment going through an exhaustive 175-point inspection before it leaves our plant. As the premier industry leader in volumetric mixing, our used equipment will typically bring a higher resale providing more value for Sourcewell members. To meet the needs for a wide variety of clients, we offer a plethora of product models and options. Five volumetric mixer models ranging in size from 3-yard to 12-yard material capacity as well as a 10-yard gunite unit, multiple accessory options, dispatch software, cement silos, and multiple mounting platforms allow customers to choose the best suitable solutions for their application. A dedicated Sourcewell Customer Support phone number will be provided for members to receive expedited personal solutions: - Application based assistance in model, option and product offerings - Parts identification and ordering - Service support including calibration, preventative maintenance, safety and diagnostics - Mix design consultations	*

Table 9A: Warranty

Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your warranty materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *	
46	Do your warranties cover all products, parts, and labor?	Yes, our warranties cover all products, parts and labor. The only specific items not covered are wear parts.	*
47	Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	No warranty exists if unauthorized alterations have been made by the owner or user, or the stated capabilities of machine are exceeded. There are no usage restrictions. The warranty is for one full year after the equipment is delivered.	*
48	Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?	Yes, all technician expenses are covered under the warranty.	*
49	Are there any geographic regions of the United States or Canada (as applicable) for which you cannot provide a certified technician to perform warranty repairs? How will Sourcewell participating entities in these regions be provided service for warranty repair?	Cemen Tech employs a group of knowledgeable and well-traveled technicians who cover all 50 states and Canada. In addition to OEM support, our equipment is backed by localized customer service through a network of domestic and international dealers.	*
50	Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?	Components used in Cemen Tech products but manufactured from a third party, known as suppliers, will be included in our warranty. Cemen Tech will facilitate any warranty issues between the customer and supplier (or OEM). Warranty coverage will be decided after the supplier has reviewed the components.	*
51	What are your proposed exchange and return programs and policies?	Products offered by Cemen Tech are highly engineered solutions; however, if within the first 90 days of operation the unit does not perform to customer expectations, Cemen Tech will take the unit back and offer a full refund. This is our Performance Guarantee and available on all Cemen Tech solutions.	*
52	Describe any service contract options for the items included in your proposal.	A 1-year limited warranty is included with the purchase of any Cemen Tech product. Customers will have the option to purchase an extended 2-year warranty during the initial purchasing process if they choose.	*

Table 9B: Performance Standards or Guarantees

Describe in detail your performance standards or guarantees, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your performance materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *	
53	Describe any performance standards or guarantees that apply to your services	Performance Guarantee - If within 90 days of operation the unit does not perform to expectations, Cemen Tech will take the unit back and offer a full refund. Cemen Tech is the only manufacturer in the volumetric industry to offer a full refund warranty.	*
54	Describe any service standards or guarantees that apply to your services (policies, metrics, KPIs, etc.)	24 Hour Parts Program - 95% of the parts shipped each year can be delivered within 24 hours of the order being placed to anywhere within the United States.	*

Table 10: Payment Terms and Financing Options

Line Item	Question	Response *	
55	Describe your payment terms and accepted payment methods.	Standard terms are payment in advance or net 30 with established credit.	*
56	Describe any leasing or financing options available for use by educational or governmental entities.	Cemen Tech has financing available for those who qualify through Cemen Tech Capital.	*
57	Describe any standard transaction documents that you propose to use in connection with an awarded contract (order forms, terms and conditions, service level agreements, etc.). Upload a sample of each (as applicable) in the document upload section of your response.	Cemen Tech issues standard transaction documents with every quotation consisting of a purchase order with all quoted line-item option costs, a unit specification sheet for the volumetric mixer models quoted, mounting requirements agreement for all customer supplied chassis, and lastly a terms and conditions of sale agreement. An example of Cemen Tech's standard transaction documents from a 2019 Sourcewell transaction has been uploaded to the documents upload section of this proposal.	*
58	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	Credit card payments for routine part orders are accepted. Anything over \$10,000 must be paid via ACH, wire or check. There is not an additional cost to Sourcewell members for using either process.	*

Table 11: Pricing and Delivery

Provide detailed pricing information in the questions that follow below. Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract as described in the RFP, the template Contract, and the Sourcewell Price and Product Change Request Form.

Line Item	Question	Response *	
59	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	The pricing model consists of a standard base unit price for both mixers and silos with additional line-item costs for optional add-on features. Each product-category proposed to Sourcewell has a discounted rate. Standard list pricing as well as the Sourcewell discounted pricing is shown in the attached pricing spreadsheet in the document upload section of this proposal.	*
60	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	Cemen Tech is offering 4-10% discounts on products and services to qualified Sourcewell members.	*
61	Describe any quantity or volume discounts or rebate programs that you offer.	Cemen Tech does not offer any quantity/volume discounts or rebate programs on our equipment.	*
62	Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "nonstandard options". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.	Sourced products and/or related services are supplied at cost plus. A separate quote will be issued for each request.	*
63	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	Freight, Federal Excise Tax, and Sales tax would not be included on a per line-item basis. They would be paid separately. Startups and machine training will be billed in conjunction with unit sales on a line-item basis. Startup training, a recommended procedure with first-time buyers, is billed at \$4,973. To accommodate customers with brand preferences, Cemen Tech offers a "bring your own truck/trailer option." Customers electing this option will be provided with a chassis requirement sheet. After delivery, if the chassis requirements are not met, the customer will be subject to a mounting adjustment fee. Customers choosing to use Cemen Tech to source and purchase a truck/trailer will not be subject to this fee.	*
64	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	Cemen Tech has established carriers for all routes in the United States. Quotes will be sent out to our pool of carriers for LTL and back up carriers are in place in the event of any disruption. We can also offer overnight delivery with special carriers from coast to coast. All small package product is picked same day and shipped when complete.	*
65	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Cemen Tech has selected reputable freight brokers for all Canada deliveries. Sea transport carriers with 20ft, 40ft and 45ft standard and high cube containers have been established for Alaska and Hawaii transport.	*
66	Describe any unique distribution and/or delivery methods or options offered in your proposal.	Many of our products can be shipped overnight. We have specialized trucking firms with established reputations for nonstop deliveries. In addition to our consistent delivery times, our parts and shipping department has standardized a service for 24hr shipping on critical spare parts. Items on the critical spare parts list that do not ship within 24hrs (in the U.S.), if ordered before 12PM CST the day before, will ship free.	*

Table 12: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
67	c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.	

Table 13: Audit and Administrative Fee

Line Item	Question	Response *
68	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell. Provide sufficient detail to support your ability to report quarterly sales to Sourcewell as described in the Contract template.	Routine procedures are in place to verify sales and pricing to customers, including international dealers. Sourcewell will be one additional source to verify. Queries are executed through our secure sales database by customer name and/or line-item part number and cross referenced to a price list. Discrepancies are investigated and remediated. Once a Sourcewell administrative fee is established, the fee will be incorporated into the queries.
69	If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.	Cemen Tech's finance department tracks all municipal sales data, of which we have the ability to track specifically those transactions stemming from Sourcewell entities. Cemen Tech uses this data to grow our presence within our Sourcewell contract on an annual basis.
70	Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See the RFP and template Contract for additional details.)	2% of the dollar volume of equipment sales to Sourcewell members (excluding tax, licensing, and freight) will be paid to Sourcewell as an administrative fee. This administrative fee will be calculated on a quarterly basis and paid out to Sourcewell for facilitating, managing, and promoting Cemen Tech products with its current and potential members.

Table 14A: Depth and Breadth of Offered Equipment Products and Services

Line Item	Question	Response *
71	Provide a detailed description of the equipment, products, and services that you are offering in your proposal.	Cemen Tech is offering volumetric mixers, cement silos and multiple services to Sourcewell members. Volumetric mixers are mounted on trucks or trailers and contain all the necessary ingredients to produce and deliver concrete. These concrete mixers are called volumetric mixers due to their ability to measure raw materials using volume rather than weight. Volumetric equipment is calibrated by weight and the material is delivered to a mix auger by volume to produce the precise amount of fresh concrete every time. For those who want to buy cement in bulk can purchase a silo. Silos will help reduce the time required to refill a mixer. We are excited to offer Sourcewell members our full line of M-Series and C-Series volumetric concrete mixers that have 52 years of innovation, cutting edge technologies and proven experience in the field. The M Series brings flexibility and stability and is the most popular unit throughout North America; it is also the selected unit of choice by the United States Armed Forces and is currently operating in over 70 countries. Key applications for the M Series meet all DOT standards and include general concrete, precast, flowable fill, pervious, rapid set and overlay concrete. The C Series is our newest and most advanced on-demand concrete mixer. Each C Series mobile concrete mixer comes equipped with a state-of-the-art electronic control panel. The control panel allows an operator in the field to track exactly when a mixer was in operation, how much concrete was poured, and the admixture used on each job site. The information is displayed on a digital readout and also shows the exact rate aggregate, sand, water and cement was used. Both units meet the AASHTO M-241 and ASTM C685 standards when operated in accordance with ACI 304.6R. The M and C Series product descriptions and details can be found in the attached product fact sheets. We will also be offering on-site evaluations and other in-field trainings that can be performed by Cemen Tech personnel with vast experience and knowledge of the concrete industry's best practices. Project Managers reap benefits in efficiency and return on investment by learning the most productive processes for concrete production.
72	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	Volumetric Concrete Mixers Gunite Mixers Cement Storage Silos Startup and Training Services

Table 14B: Depth and Breadth of Offered Equipment Products and Services

Indicate below if the listed types or classes of equipment, products, and services are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments
73	Asphalt pavers, screeds, distributors, and loaders	☐ Yes ☒ No	
74	Steel-wheeled and pneumatic tire rollers	☐ Yes ☒ No	
75	Wideners, tack distributors, cold planers, and compactors	☐ Yes ☒ No	
76	Concrete mixers, and gunite or shotcrete delivery equipment	☒ Yes ☐ No	Concrete, gunite, and shotcrete mixers and delivery equipment.
77	Other	☒ Yes ☐ No	Cement silos, truck chassis, and trailers.

Table 15: Exceptions to Terms, Conditions, or Specifications Form

Line Item 78. NOTICE: To identify any exception, or to request any modification, to the Sourcwell template Contract terms, conditions, or specifications, a Proposer must submit the exception or requested modification on the **Exceptions to Terms, Conditions, or Specifications Form** immediately below. The contract section, the specific text addressed by the exception or requested modification, and the proposed modification must be identified in detail. Proposer's exceptions and proposed modifications are subject to review and approval of Sourcwell and will not automatically be included in the contract.

Contract Section	Term, Condition, or Specification	Exception or Proposed Modification

Documents**Ensure your submission document(s) conforms to the following:**

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.
2. Documents should NOT have a security password, as Sourcwell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcwell.
3. Sourcwell may reject any response where any document(s) cannot be opened and viewed by Sourcwell.
4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as "Marketing Plan."

- [Pricing](#) - Pricing 05-25-22.xlsx - Wednesday May 25, 2022 16:23:45
- [Financial Strength and Stability](#) - Cemen Tech Credit Reference Form.pdf - Friday April 15, 2022 16:30:31
- [Marketing Plan/Samples](#) - Marketing Materials.zip - Friday April 15, 2022 16:30:51
- [WMBE/MBE/SBE or Related Certificates](#) - Federal-Contracts-Corp-Capabilities-Statement.pdf - Friday April 15, 2022 16:31:11
- [Warranty Information](#) - Cemen Tech Warranty Page.pdf - Friday April 15, 2022 16:31:34
- [Standard Transaction Document Samples](#) - Sourcwell Transaction Documents Example.pdf - Friday April 15, 2022 16:31:59
- [Upload Additional Document](#) - Environmental Impact of Volumetric Concrete Mixers.pdf - Friday April 15, 2022 16:32:10

Addenda, Terms and Conditions

PROPOSER AFFIDAVIT AND ASSURANCE OF COMPLIANCE

I certify that I am the authorized representative of the Proposer submitting the foregoing Proposal with the legal authority to bind the Proposer to this Affidavit and Assurance of Compliance:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.
2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for contract award.
3. The Proposer, including any person assisting with the creation of this Proposal, has arrived at this Proposal independently and the Proposal has been created without colluding with any other person, company, or parties that have or will submit a proposal under this solicitation; and the Proposal has in all respects been created fairly without any fraud or dishonesty. The Proposer has not directly or indirectly entered into any agreement or arrangement with any person or business in an effort to influence any part of this solicitation or operations of a resulting contract; and the Proposer has not taken any action in restraint of free trade or competitiveness in connection with this solicitation. Additionally, if Proposer has worked with a consultant on the Proposal, the consultant (an individual or a company) has not assisted any other entity that has submitted or will submit a proposal for this solicitation.
4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest exists when a vendor has an unfair competitive advantage or the vendor's objectivity in performing the contract is, or might be, impaired.
5. The contents of the Proposal have not been communicated by the Proposer or its employees or agents to any person not an employee or legally authorized agent of the Proposer and will not be communicated to any such persons prior to Due Date of this solicitation.
6. If awarded a contract, the Proposer will provide to Sourcewell Participating Entities the equipment, products, and services in accordance with the terms, conditions, and scope of a resulting contract.
7. The Proposer possesses, or will possess before delivering any equipment, products, or services, all applicable licenses or certifications necessary to deliver such equipment, products, or services under any resulting contract.
8. The Proposer agrees to deliver equipment, products, and services through valid contracts, purchase orders, or means that are acceptable to Sourcewell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcewell Members under an awarded Contract.
9. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
10. The Proposer understands that Sourcewell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statutes Section 13.591, subdivision 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals become public data. Minnesota Statutes Section 13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.
11. Proposer its employees, agents, and subcontractors are not:
 1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <https://www.treasury.gov/ofac/downloads/sdnlist.pdf>;
 2. Included on the government-wide exclusions lists in the United States System for Award Management found at: <https://sam.gov/SAM/>; or
 3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated

by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

☒ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Connor Deering, President & CEO, Cemen Tech Inc.

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the bid.

☒ Yes ☐ No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "**I have reviewed this addendum**" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum_4_Roadway_Paving_Eqpt_RFP_060122 Tue May 24 2022 04:31 PM	☒	1
Addendum_3_Roadway_Paving_Eqpt_RFP_060122 Thu May 19 2022 09:01 AM	☒	1
Addendum_2_Roadway_Paving_Eqpt_RFP_060122 Fri April 29 2022 04:09 PM	☒	1
Addendum_1_Roadway_Paving_Eqpt_RFP_060122 Fri April 15 2022 03:54 PM	☒	1

Cemen Tech #060122-CMT

Pricing for contract #060122-CMT is provided at 4-10% off products and services to Sourcewell participating agencies.



Public Works Department
111 S. Kickapoo St.
Shawnee, OK 74801
ShawneeOK.org

Date: January 16, 2024
To: Board of City Commissioners
From: Brad Schmidt, Public Works Director
Subject: Consideration of the purchase of two (2) 2024 Chevrolet Silverado 3500 HD DRW Crew Cab vehicles for the Shawnee Parks Department at state bid price.

Background: City staff proposes to purchase two (2) 2024 Chevrolet Silverado 3500 HD DRW Crew Cab trucks, utilizing state bid contract # SW0035, for the total amount of \$112,976.00. The purchase was previously budgeted and approved by the City Commission for Fiscal Year (FY) 2023-2024 and was included in the approved Capital Improvement Plan (CIP) for purchasing in the current fiscal year.

The vehicles will replace a 1992-year model truck and a 2001-year model truck which are currently being utilized by staff.

Financial Impact: \$112,976.00 from 301-5-0940-54500, Capital Improvement Fund, Parks Department, Capital Outlay - Equipment; Project No. 24-0940-04 & 24-0940-05

Attachments: City of Shawnee - One Ton Crew Cab Pickup - 2024

Staff Recommendation: Approval of item

Category #25101507
Item # 1000009335
1 Ton Truck
Crew Cab

Dealer Name: [Carter Chevrolet Agency, LLC](#)
Make Bidding: [Chevrolet](#)
Model Bidding: [2024 Silverado 3500 HD DRW Crew Cab](#)
Model Code: [CC30943](#)

Body & Chassis	Minimum Req.	Enter Vehicle Specifications and Manufacturer Option Codes	
Gross Vehicle Weight Rating	10000 # GVW, Dual Rear Wheels	14,000 Lbs. GVWR	
Wheelbase/CA	56 CA	172" WB - 56" CA	
Crew Cab Bed Length	Standard Bed - 6 1/2'	8 Ft. (6 1/2 Ft. Bed not available in Dual Rear Wheels)	
Engine			
Engine Type (Cylinder/Liter	8 Cyl/List HP/Specs	V8 - 6.6 L - 401 HP - 464 lb-ft. Torque	
Alternate Fuel Engine	List Type	See Options Page	
Transmission			
Automatic	4 Speed Automatic/List Type	10 Speed Automatic	
Drive Axle			
Primary Drive Axle	Rear Wheel Drive	Rear Wheel Drive	
Differential Type/Ratio	Reg. / List Ratio	3:73 Gears	
Electrical			
Alternator/Min (amps)	Mfg. Std. List Size	170 Amps	
Battery min. (CCA)	Mfg. Std. List Size	720 CCA	
Fuel			
Fuel Capacity min Liters(Gals)	Mfg. Std. List Amount in Gallons	36 Gallons	
Exterior			
Paint	One Color Paint	White, Sterling Gray, Slate Gray, Black, Red Hot, and Blue	
Mirrors	Power Mirrors	Power Heated Trailer Mirrors	
Doors & Windows			
Doors	4 Doors	Comply	
Door Locks	Power Locks, Keyless Entry	Comply	
Windows	Power Windows	Comply	
Floor			
Floor Covering	Vinyl/Rubber	Comply	
Interior			
Air Conditioning	Front AC Req.	Comply	
Radio	AM/FM	AM/FM with BlueTooth	
Tilt & Cruise	Tilt Wheel & Cruise Control	Comply	
Seats			
Seating Capacity min.	5 Passenger	6 Passenger	
Seats	Cloth Bench Seat	Cloth Bench Seat 40/20/40 - H1T	
Rear Seat	Cloth Bench Seat	Cloth Rear Seat 60/40 - H1T	
Safety			
Brakes	4 Wheel Antilock/ List Disc/Drums	Comply - Disc	
Restraint System All Pass	Req.	Comply	
Air Bags Both Sides	Req.	Frontal, Seat Mounted Side Impact, & Head Curtain	
Tires & Wheels			
Tires & Wheels	Mfg. Std. List Size	LT235/80R17E All Terrain	
Spare	Full Size Spare	Comply	
Warranty			
Bumper to Bumper Warranty	List Warranty	3 Year / 36,000 Miles	
Drive Train Warranty	List Warranty	5 Year / 100,000 Miles	
	PURCHASE PRICE	\$50,579	\$50,579
	MSRP FOR BASE VEHICLE	\$51,975	
Additional Options			
Four Wheel Drive	Add Four Wheel Drive (4WD) w/ skid plates	CK30943	\$2,897
Gross Vehicle Weight Rating	Decrease GVWR, Single Rear Wheels	11,350 Lbs - Single Rear Wheel - 56" CA	-\$750
Differential Type/Ratio	Add Limited Slip/Locking Diff	Standard	\$0
Trailer Mirrors	Telescoping Trailer Mirrors	Standard	\$0
Lights	Add Daytime Running Lights	Standard	\$0
Electric Brake Controller	Add Electric Brake Controller	Electric Brake Controller	\$265
Tires & Wheels	All Terrain Tires	Standard	\$0
Spare Tire	All Terrain Tires	LT275/70R18E all-terrain	\$0
Seat	Delete Cloth	Vinyl Seats	\$0
Hooks	Add Front Tow Hooks	Standard	\$0
Rear Camera	Rear Camera	Standard	\$0
Furnish and Install a headache rack, toolbox, running boards, 2 sets red / blue lights in rear one on headache rack and one on bumper, and amber / white lights in front grille.			\$3,497
	2024 4WD 1 Ton Crew Cab Pickup - Delivered to Shawnee		\$56,488

Category #25101507

Item # 1000009335

1 Ton Truck

Crew Cab

Dealer Name: **Carter Chevrolet Agency, LLC**Make Bidding: **Chevrolet**Model Bidding: **2024 Silverado 3500 HD DRW Crew Cab**Model Code: **CC30943**

Body & Chassis		Mfg Codes / Notes	Purchase Price
Shorter Bed	Decrease to 6.5 ft	Requires Single Rear Wheel - 11,200 Lbs. GVW - 42" CA	-\$100
Bed Delete	Delete Bed	Not Available with Trailer Towing - Removes Rear Camera	-\$500
Rear Camera	Add Rear Camera to Bed Delete	5N5 - Ships loose in chassis for install by upfitter	\$75
Gross Vehicle Weight Rating	Decrease GVWR, Single Rear Wheels	11,350 Lbs - Single Rear Wheel - 56" CA	-\$750
Engine			
Diesel Engine	Add Diesel Engine List /Cyl/Liters/HP	6.6L - 445 HP - 910 Lb-Ft. Torque - 10 Speed Transmisson - Includes Trailer Brake Controller	\$9,847
Diesel particulate filter	Manual regeneration	FPP - Requires Diesel Engine	\$250
CNG Engine	List Size/Liters/HP	N/A	N/A
Transmission			
Four Wheel Drive	Add Four Wheel Drive (4WD) w/ skid plates	CK30943	\$2,897
Transmission	Add 5 Speed Manual Trans.	N/A	N/A
PTO	Add PTO Provision	Requires Diesel Engine option	\$1,250
Drive Axle			
Differential Type/Ratio	Add Limited Slip/Locking Diff	Standard	\$0
Ratio	Optional Rear Ratio List	N/A	N/A
Electrical			
Larger Alternator	Larger Alternator List Amps	220 Amps - KW5	\$150
Dual Alternator	Add Dual Alternator List Amps	Requires Dual Batteries	\$375
Dual Battery	Add Dual Batteries	Requires 220 Amp Alternator	\$130
Power Supply	Add 120 Volt Power Supply to Cab	Includes 120 Volt outlet in pickup bed	\$215
Lights	Add Daytime Running Lights	Standard	\$0
Lights	Disable Daytime Running Lights	N/A	N/A
Block Heater	Add Block Heater	KO5	\$95
Exterior			
Side Steps	Black	Round	\$825
Side Steps	Chrome	Round	\$850
Trailer Mirrors	Telescoping Trailer Mirrors	Standard	\$0
Front Bumper	Add Chrome Front Bumper	Includes Chrome Rear Bumper	\$195
Rear Bumper	Add Chrome Rear Bumper	Requies Chrome Front Bumper	\$0
Doors & Windows			
Door Locks & Windows	Delete Power Door Locks/Windows	N/A - N/A	N/A
Locks	Delete Keyless Entry	N/A	N/A
Locks	Add Burglar Alarm	N/A	N/A
Key	Cost of Additional Key	For 1 Key only / For 1 Key and Fob	\$135 / \$549
Tinted Windows	Add Deep Tinted Glass	Back door windows and rear glass only	\$195
Tinted Windows	Add Deep Tinted Glass	Aftermarket tint for driver and passenger window to match.	\$125
Floor			
Floor Covering	Carpet with Floor Mats	Add B30	\$95
Mats	HD Floor Mats/ Husky Type Front Only - Available only when ordered with carpet	Add VAV	\$225
Interior			
Air Conditioning	Delete AC	N/A	NA
Radio	Add AM/FM CD	CD not available	N/A
Upgrade	Upgrade to next Model Level	Call For Details	Ask for Details
Special Services Package	Special Services Package Model Change	Call For Details	Ask for Details
Seats			
Seat	Delete Cloth	Vinyl Seats	\$0
Bucket Seats	Add Bucket Seats with Console	Not Available	NA
Tires & Wheels			
Tires & Wheels	All Terrain Tires	Standard	\$0
Wheels	Add Chrome/Aluminium	Requires SRW	\$645
Spare Tire Lock	Add Factory Spare Tire Lock	Standard (Not Available with Bed Delete)	\$0
Towing			
Hitch	Add Hitch Wiring, Receiver	Standard	\$0
Electric Brake Controller	Add Electric Brake Controller	Electric Brake Controller	\$265
Hooks	Add Front Tow Hooks	Standard	\$0
Upfitter Switches	Add Factory Upfitter Switches	Factory Upfitter Switches - Shipped loose & ready to install	\$225
Delivery			
Delivery Cost	Price to Deliver Truck more than 150 miles	Price to Deliver Truck more than 150 miles	\$135
Other			
Options not listed	Discount off MSRP for options not listed	5% off of MSRP	



Finance Department
16 W. 9th St.
Shawnee, OK 74801
ShawneeOK.org

Date: January 16, 2024
To: Board of City Commissioners
From: Lindsey McNabb-Fox, Finance Director
Subject: Consideration of the following budget amendments for Fiscal Year 2023 – 2024:

Background: A total budget amendment in the amount of \$145,304 across all funds should be considered.

Sales Tax Rebate Agreement – A Sales Tax Rebate agreement was signed with Elmer Smith Oil Company, on November 21, 2016, and then amended on September 7, 2021, for the properties developed in conjunction with the Domino Plaza. Per contract, the City of Shawnee began rebating 1.5% of the sales tax collections for the properties in March 2023, and the first payment was made in June 2023. This budget amendment will fund payments needed in Fiscal Year (FY) 2024. The amount for appropriation is as follows:

- \$47,000 – General Fund, City Manager, Other Contractual Services
- \$88,000 – Economic Development Fund, Economic Development., Other Contractual Services

This amendment is funded partially by sales tax revenue previously budgeted in the Economic Development Fund, and sales tax collections in excess of budget projections in both the General Fund and the Economic Development Fund.

Tax Increment Fund – As stated in the Amended and Restated Shawnee Downtown Revitalization Project Plan, adopted by the City Commission on December 5, 2017, five percent of incremental ad valorem taxes collected are to be remitted to the Shawnee Public Schools. A budget amendment is required to appropriate the tax revenues for the payment. The amount for appropriation is as follows:

- \$10,304 – Tax Increment Fund, Other Services & Charges

This additional appropriation will be funded by Ad Valorem taxes.

Financial Impact: See budget amendment

Attachments:

Staff Recommendation: Approval of the item

City of Shawnee
2023-2024 Budget Amendment
General Fund

Estimated Revenue, Fund Balance, or Transfers IN

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
001	40010			Sales Tax	14,750,910.00	47,000.00	14,797,910.00
							-
							-
				Total	14,750,910.00	47,000.00	14,797,910.00

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
001	5-0110-53390			Other Contractual Services	142,400.00	47,000.00	189,400.00
							-
							-
							-
					-	-	-
					142,400.00	47,000.00	189,400.00

Approved by the City Commission this

Explanation of Budget Amendment:

To fund the sales tax rebate agreement with Elmer Smith Oil Company with sales tax collections in excess of projections.

Approved:

Mayor _____
Attest: _____

City Clerk _____

On Date _____

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

City of Shawnee
2023-2024 Budget Amendment
Economic Development Fund

Estimated Revenue, Fund Balance, or Transfers IN

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
104	40010			Sales Tax	367,211.75	16,000.00	383,211.75
							-
							-
				Total	367,211.75	16,000.00	383,211.75

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
104	5-1310-53390			Other Contractual Services	-	88,000.00	88,000.00
							-
							-
							-
					-	-	-
					-	88,000.00	88,000.00

Approved by the City Commission this

Explanation of Budget Amendment:

To fund the sales tax rebate agreement with Elmer Smith Oil Company with Sales tax revenue previously budgeted and collections in excess of budget projections.

Approved:

Mayor _____
Attest: _____

City Clerk _____

On Date _____

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

City of Shawnee
2023-2024 Budget Amendment
Tax Increment Fund

Estimated Revenue, Fund Balance, or Transfers IN

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
							-
							-
							-
				Total	-	-	-

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
112	5-0510-53780			Misc Other Services & Charges	-	10,304.00	10,304.00
							-
							-
							-
					-	-	-
					-	10,304.00	10,304.00

Approved by the City Commission this

Explanation of Budget Amendment:

To fund the payment to Shawnee Public Schools for five percent of the taxes collected per the approved project plan.

Approved:

Mayor _____
Attest: _____

City Clerk _____

On Date _____

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



City Manager Department
16 W. 9th St.
Shawnee, OK 74801
ShawneeOK.org

Date: January 16, 2024
To: Board of City Commissioners
From: Danny Vise, Assistant City Manager
Subject: Traffic Signal Storm Damage Repair (EM-20230419-04) (Award).

Background: In December 2023, staff advertised and solicited sealed bids for the repair of traffic signals damaged by the April 2023 tornado. A mandatory pre-bid conference was held on January 2, 2024, and the bids were due and opened on January 9, 2024.

Staff and CEC have reviewed the three (3) bids received, and the low bidder is TLS Group, Inc. at \$533,953.50. This includes permanent repair to all signal related items that were damaged as part of the April 2023 storm event. TLS is a familiar vendor, and staff have confidence in their ability to complete the project.

Financial Impact: \$533,953.50 from 010-5-0740-53390, Grant Fund, Emergency Management, Other Contractual Services; Project No. EM-20230419-04

Attachments: EM-20230419-01 Final Plans 12.11.23, EM-20230419-01 Shawnee Signal Repair Specifications 12.13.23, 2023.12.27 Shawnee Intersections EM-20230419-01 Add.1, 2024.1.3 Shawnee Signal Repair EM-20230419-01 Add.2, 2024.1.4 Shawnee Signal Repair EM-20230419-01 Add.3, Planholder's List-Traffic, Shawnee Traffic Signal Repair Bid Evaluation 1.10.24

Staff Recommendation: Award of the contract

TRAFFIC SIGNAL STORM DAMAGE REPAIR

EM-20230419-01



ED BOLT
MAYOR

DANIEL MATTHEWS
COMMISSIONER

DARREN RUTHERFORD
COMMISSIONER

CAMI ENGLES
COMMISSIONER

MARK SEHORN
COMMISSIONER

VACANT
COMMISSIONER

LAUREN RICHTER
COMMISSIONER

ANDREA WECKMUELLER-BEHRINGER
CITY MANAGER

LISA LASYONE
CITY CLERK

LINDSEY MCNABB-FOX
CITY TREASURER

SHEET INDEX

SHEET NO.	DESCRIPTION
1	TITLE
2	SUMMARY OF QUANTITIES
3-19	SIGNAL REPAIR PLANS

UTILITY LOCATION NUMBERS

STATE WIDE	1-800-522-6543
OUT OF STATE	1-800-654-8249
LOCAL	1-405-273-1250

ENGINEERING DEPARTMENT

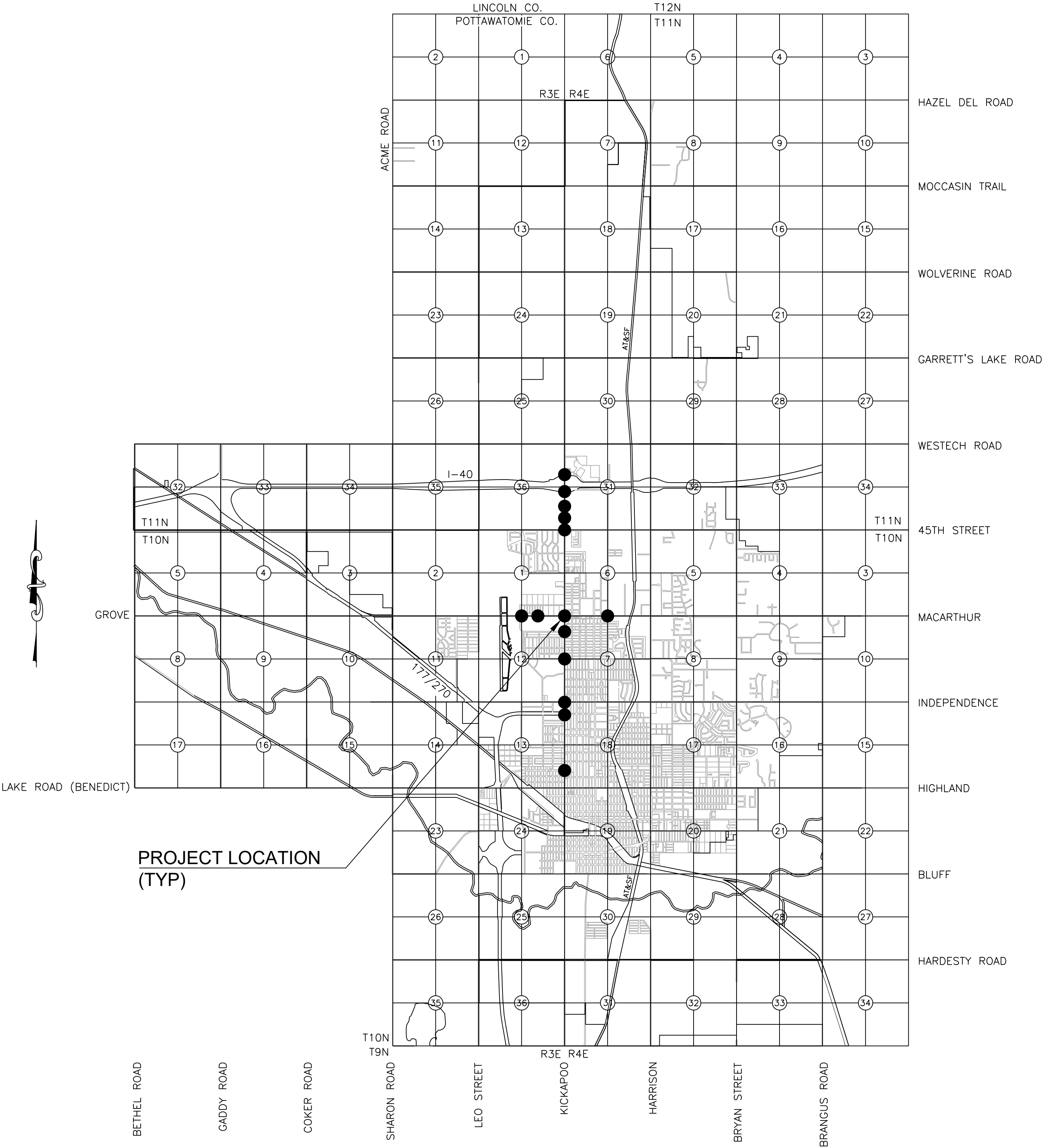
APPROVED AS FINAL PLANS:


CITY ENGINEER
12/14/23
DATE

ENGINEER OF RECORD




KYLE MORSE, P.E.
12-11-23
DATE



ITEM		DESCRIPTION	NOTES	UNIT	QUANTITY
610(B)	5200	4" CONCRETE SIDEWALK		SY	2
802(B)	0320	2" PVC SCH. 40 PLASTIC CONDUIT BORED		LF	20
802(B)	0324	2" PVC SCH. 40 PLASTIC CONDUIT TRENCHED		LF	10
803(A)	1210	PULL BOX (SIZE I)		EA	1
804(A)	2200	STRUCTURAL CONCRETE		CY	14
804(B)	2300	REINFORCING STEEL		LBS	2,013
805(A)	3256	(PL)REMOVAL OF TRAFFIC SIGNAL EQUIPMENT	T-1)(TR-24)	LSUM	1
805(D)	3308	(PL)RESET LIGHT POLE	(T-2)	EA	6
805(D)	3500	(PL)REMOVE & RESET OF TRAF.SIG.EQUIPMENT	(T-3)	LSUM	1
806(A)	4252	32' MH POLE 40' TS & 10' LMA (G.STL.)	(T-4)	EA	1
806(A)	4316	POLE & 30' TS MST.ARM(G.STL.) (NO POLE)	(T-5)	EA	2
806(A)	4320	POLE & 35' TS MST.ARM(G.STL.)		EA	2
806(A)	4324	POLE & 40' TS MST.ARM(G.STL.)		EA	1
806(B)	4412	15' MTG. HT. TS PED. POLE (G.STL.)		EA	1
809(A)	7200	ROADWAY LUMINAIRE	(TL-24)	EA	2
811	9130	1/C NO. 10 ELECT. COND.		LF	80
824(C)	7400	(SP)CABINET	(T-7)	EA	1
825	8100	TRAFFIC SIGNAL CONTROLLER ASSEMBLY	T-8)(TR-10)	EA	1
828	0100	(PL)DETECTION SYSTEM (VIDEO)	(T-9)	LSUM	1
830	2100	PEDESTRIAN PUSH BUTTON	(T-10)	EA	2
831	3116	1WAY 2SEC. ADJ. PED. SIG. HD. S-20	(T-6)	EA	6
831	3120	1WAY 3SEC. ADJ. SIG. HD. S-6	(T-6)	EA	22
831	3124	1WAY 3SEC. ADJ. SIG. HD. S-9	(T-6)	EA	3
831	3144	1WAY 4SEC. ADJ. SIG. HD. S-13	(T-6)	EA	4
831	3156	1WAY 5SEC. ADJ. SIG. HD. S-19	(T-6)	EA	4
833	5100	BACKPLATE	(T-11)	EA	53
834(A)	6200	2/C TRAFFIC SIGNAL ELECTRICAL CABLE		LF	10
834(A)	6205	5/C TRAFFIC SIGNAL ELECTRICAL CABLE		LF	540
834(A)	6210	7/C TRAFFIC SIGNAL ELECTRICAL CABLE		LF	230
834(A)	6235	21/C TRAFFIC SIGNAL ELECTRICAL CABLE		LF	60
840(B)	0300	E.P.S. OPTICAL DETECTOR	(T-12)	EA	1
840(B)	0400	E.P.S. OPTICAL DETECTOR CABLE	(T-12)	LF	80
850(C)	1400	MAST ARM MOUNTED SIGNS (ALUM.)	(TS-6)	SF	105
890	1110	(PL)TRAFFIC ITEMS	(T-13)	EA	22

TRAFFIC SIGNING GENERAL CONSTRUCTION NOTES

REMOVED MATERIAL TO BECOME PROPERTY OF CONTRACTOR AND IT SHALL BE DISPOSED OF IN A MANNER APPROVED BY THE ENGINEER.

THIS PROJECT SHALL BE CONSTRUCTED WITHOUT CLOSING THE EXISTING ROAD TO LOCAL AND THROUGH TRAFFIC. SEE O.D.O.T. STANDARDS AND DETAIL DRAWINGS FOR MAINTENANCE OF LOCAL AND THROUGH TRAFFIC.

ANY DAMAGE CAUSED BY THE CONTRACTOR TO ANY STRUCTURES, ROADWAY SURFACES, STRIPING, RAISED PAVEMENT MARKERS, GUARDRAIL, SLOPES, AND SIGNS SHALL BE REPAIRED AT THE CONTRACTOR'S EXPENSE TO THE SATISFACTION OF THE ENGINEER.

ALL BROKEN CONCRETE INCLUDING OLD SIGN FOOTINGS WITH STUBS, WASTE MATERIAL AND DEBRIS SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE REMOVED FROM THE LIMITS OF THE PROJECT AND DISPOSED OF IN AN AREA APPROVED BY THE ENGINEER. NO PAYMENT SHALL BE MADE FOR THE DISPOSAL OF THIS MATERIAL.

THE STATIONS AND LOCATIONS OF THE SIGN PLACEMENT, AS SHOWN ON THE PLAN SHEETS, ARE APPROXIMATE. EXACT STATIONS AND LOCATIONS SHALL BE DETERMINED BY THE CONTRACTOR SO THAT THE SIGN IS INSTALLED IN ACCORDANCE WITH DEPARTMENT STANDARDS AND THE MUTCD IN ORDER TO PROVIDE OPTIMUM VISIBILITY TO THE ONCOMING/APPROACHING MOTORIST. IF A PROPOSED LOCATION CONFLICTS WITH OTHER SIGNS, UTILITIES OR OTHER ROADWAY FEATURES, THE ENGINEER SHALL BE NOTIFIED.

POST LENGTHS SHOWN ON SIGN SUMMARY ARE APPROXIMATE, EXACT LENGTH SHALL BE DETERMINED BY FIELD SURVEY BY THE CONTRACTOR.

ALL SIGNS SHALL BE REMOVED FROM THE POSTS IN A SALVAGEABLE MANNER FOR REUSE. CARE SHALL BE TAKEN DURING REMOVAL AND TRANSPORTING TO ALLEVIATE THE DAMAGE OF MATERIALS. THE CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE CAUSED DURING THE REMOVAL OF SIGNS AND SIGN POSTS.

AFTER REMOVAL OF ANY SIGN FOOTINGS, THE HOLES SHALL BE FILLED WITH SOIL AND TAMPED AND SHAPED IN A MANNER APPROVED BY THE ENGINEER.

TRAFFIC OPERATIONS GENERAL CONSTRUCTION NOTES

THE EXISTING ROADWAY SHALL REMAIN OPEN DURING CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROPER BARRICADES, LIGHTS, AND SIGNING WITHIN THE LIMITS OF CONSTRUCTION. ALL CONSTRUCTION SIGNING WILL BE IMPLEMENTED ACCORDING TO CONSTRUCTION PLANS. CONSTRUCTION TRAFFIC CONTROL WILL BE INSTALLED IN A MANNER APPROVED BY THE ENGINEER, IN ACCORDANCE WITH CHAPTER VI OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, (CURRENT EDITION), AND COMPLIANT WITH APPLICABLE O.D.O.T. STANDARD DRAWINGS.

(TR-10) THE CONTROLLER TO BE FURNISHED ON THIS PROJECT SHALL BE AN 8 PHASE VEHICLE ACTUATED SOLID STATE DIGITAL TRAFFIC SIGNAL CONTROLLER. A MINIMUM OF 16 LOAD SWITCH RECEPTACLES SHALL BE FURNISHED AND WIRED TO THE MOUNTING FRAMES. THE CONTROLLER SHALL BE CAPABLE OF PERFORMING AS SHOWN ON THE PHASE AND SEQUENCE DIAGRAM. PEDESTRIAN ISOLATION SHALL BE PROVIDED IN THE CONTROLLER CABINET. ALL N.E.M.A. FUNCTIONS SHALL TERMINATE IN THE CONTROLLER CABINET.

(TR-24) ALL TRAFFIC SIGNAL EQUIPMENT REMOVED SHALL BECOME THE PROPERTY OF THE CITY OF SHAWNEE. THE CONTRACTOR SHALL NEATLY STACK SUCH REMOVED MATERIAL AT A LOCATION ON THE JOB SITE AS DIRECTED BY THE ENGINEER. THE PRICE BID SHALL INCLUDED THE REMOVAL OF ALL FOOTINGS BELOW GROUND LEVEL OR AS DIRECTED BY THE ENGINEER. FOOTINGS TO BECOME PROPERTY OF THE CONTRACTOR.

TRAFFIC LIGHTING PAY QUANTITY NOTES

(TL-24) 2 - ROADWAY LUMINARIES SHALL BE LED FIXTURE, WITH CLEAR LAMP OF 14,000 LUMENS, 4,000K COLOR TEMPERATURE, ILLUMINATION ENGINEERING SOCIETY DISTRIBUTION AS FOLLOWS: VERTICAL = M; LATERAL = TYPE 3; CONTROL = BX-UX-GX; O.D.O.T. FIXTURE STYLE = A3. SEE STD. HLD1-2-(LATEST REVISION) AND HLD2-2-(LATEST REVISION).

TRAFFIC SIGNING PAY QUANTITY NOTES

(TS-6) SHOP DRAWINGS FOR ATTACHING SIGNS TO LIGHT AND/OR SIGNAL POLES AND MAST ARMS SHALL BE SUBMITTED TO THE TRAFFIC ENGINEER FOR APPROVAL BEFORE FABRICATION. NO HOLES SHALL BE PERMITTED IN ANY LIGHT AND/OR SIGNAL POLE OR MAST ARM. THE PRICE BID SHALL INCLUDE ALL MATERIALS, LABOR, HARDWARE AND INCIDENTALS NECESSARY TO COMPLETE THE WORK AS DESCRIBED.

ADDITIONAL TRAFFIC PAY QUANTITY NOTES

(T-1) THIS PAY ITEM INCLUDES THE REMOVAL OF TRAFFIC SIGNAL EQUIPMENT AS NOTED ON THE PLANS AT THE FOLLOWING LOCATIONS: N KICKAPOO AVE AND W 45TH ST - REMOVAL OF ANY REMAINING DAMAGED TRAFFIC SIGNAL POLE AND BASE. REMOVE TRAFFIC SIGNAL FOOTING TO 2 FEET BELOW GRADE ON THE NORTHWEST CORNER.

N KICKAPOO AVE AND W INTERSTATE PKWY - R REMOVAL OF ANY REMAINING DAMAGED TRAFFIC SIGNAL POLE AND BASE. REMOVE TRAFFIC SIGNAL FOOTING TO BELOW BASE OF SIDEWALK AND PATCH WITH 4" CONCRETE SIDEWALK ON THE SOUTHWEST CORNER.

N KICKAPOO AVE AND W FEDERAL ST - REMOVAL OF ANY REMAINING DAMAGED TRAFFIC SIGNAL POLE AND BASE ON THE SOUTHWEST CORNER.

N POTTINGER AVE AND W INDEPENDENCE ST - REMOVAL OF ANY REMAINING DAMAGED TRAFFIC SIGNAL POLE AND BASE. COMPLETE REMOVAL OF TRAFFIC SIGNAL FOOTING ON THE SOUTHEAST CORNER.

(T-2) THIS PAY ITEM INCLUDES THE ADJUSTMENT AND REPOSITIONING OF ROADWAY LUMINAIRES AND LUMINAIRE ARMS AS NOTED ON THE PLANS.

(T-3) THIS PAY ITEM INCLUDES THE REMOVAL AND RESET OF TRAFFIC SIGNAL EQUIPMENT AS NOTED ON THE PLANS AT THE FOLLOWING LOCATIONS:

N KICKAPOO AVE AND PLAZA DR - REMOVAL OF ANY REMAINING DAMAGED PEDESTRIAN SIGNAL POLE AND BASE. REMOVE AND RESET TWO (2) PEDESTRIAN PUSH BUTTONS AND SIGNS ON THE SOUTHEAST CORNER. RECONNECT NORTHBOUND VEHICLE DETECTION CAMERA.

N KICKAPOO AVE AND COMMERCIAL DR - REMOVE AND RESET ONE (1) TRAFFIC SIGNAL POLE ON THE SOUTHWEST CORNER TO FACE SOUTHBOUND TRAFFIC.

(T-4) PEDESTRIAN AND TRAFFIC SIGNAL POLES, MAST ARMS, AND BASES SHALL BE DECORATIVE STYLE WITH BLACK POWDER COATING AT THE FOLLOWING LOCATIONS:

N KICKAPOO AVE AND PLAZA DR, N KICKAPOO AVE AND W FEDERAL ST

(T-5) THIS PAY ITEM INCLUDES THE INSTALLATION OF 30" MAST ARMS ONLY.

(T-6) RED, YELLOW, AND GREEN LED TRAFFIC SIGNAL HEADS SHALL BE FURNISHED AND INSTALLED ON THIS PROJECT. THE LED TRAFFIC MODULES, LENSES, AND ALL ASSOCIATED MATERIAL AND EQUIPMENT SHALL CONFORM TO ITE VEHICLE TRAFFIC CONTROL SIGNAL HEAD (VTCSH) STANDARDS IN EFFECT AT THE TIME THE ORDER IS PLACED. LED HEADS SHALL BE CAPABLE OF OPERATING WITHOUT A REFLECTOR. LED HEADS SHALL HAVE AN 'INCANDESCENT LOOK'.

(T-7) THIS PAY ITEM INCLUDES THE INSTALLATION OF A DECORATIVE BLACK CONTROLLER CABINET. CABINET SHALL BE ECONOLITE TS2 TYPE 2. TRAFFIC SIGNAL EQUIPMENT INSTALLED IN THE TEMPORARY CABINET SHALL BE REINSTALLED IN THE NEW CABINET.

(T-8) CONTROLLER FURNISHED ON THIS PROJECT SHALL BE FULLY COMPATIBLE WITH THE SYSTEM CURRENTLY IN USE BY THE CITY OF SHAWNEE. CONTROLLER CABINET SHALL BE ECONOLITE TS2 TYPE 2 WITH EDI MMU. CONTROLLER SHALL BE ECONOLITE COBALT WITH TOUCH SCREEN, AND THE BATTERY BACKUP SYSTEM SHALL BE ALPHA TECHNOLOGIES STAND ALONE UPS SYSTEM, FXM-HP1100 UPS.

(T-9) THIS PAY ITEM INCLUDES THE REPLACEMENT OF FOUR (4) VEHICLE DETECTION CAMERAS FOR THE THREE (3) INTERSECTIONS AS SHOWN ON THE PLANS. ASSOCIATED WIRING/CABLES, CONTROLLER MODULES AND ALL OTHER NECESSARY ITEMS OF WORK FOR A COMPLETE OPERATIONAL VEHICLE DETECTION SYSTEM. VIDEO DETECTION SYSTEM SHALL BE AN ECONOLITE VISION DETECTION SYSTEM AND MUST BE FULLY COMPATIBLE WITH THE SYSTEM CURRENTLY IN USE BY THE CITY OF SHAWNEE.

(T-10) CONTRACTOR SHALL PROVIDE POLARA 2-WIRE NAVIGATOR ACCESSIBLE PEDESTRIAN PUSH BUTTONS OR APPROVED EQUAL, T10-3E PEDESTRIAN PUSH BUTTON SIGNS SHALL BE INCLUDED.

(T-11) REFLECTORIZED BACKPLATES SHALL BE SUPPLIED ON THIS PROJECT IN ACCORDANCE WITH GENERAL NOTE 4 ON O.D.O.T. STANDARD DRAWING SA-1-1-(LATEST REVISION).

(T-12) THE PRIORITY CONTROL SYSTEM SHALL INTERFACE WITH THE TRAFFIC CONTROLLER TO GIVE PREEMPTION OR PRIORITY CONTROL TO EMERGENCY VEHICLES. FOR THE EMERGENCY VEHICLES, A GREEN INDICATION SHALL BE PROVIDED FOR THE VEHICLE WITH ALL THE OTHER INDICATIONS BEING RED. PREEMPTION EQUIPMENT SHALL BE TOMAR OPTICAL DETECTOR COMPATIBLE WITH THE CITY OF SHAWNEE'S SYSTEM, OR APPROVED EQUAL.

(T-13) THIS PAY ITEM INCLUDES THE REPLACEMENT OF SEVENTEEN (17) DAMAGED TRAFFIC SIGNAL HEAD VISORS AND FIVE (5) DECORATIVE TRAFFIC SIGNAL POLE TOPPERS AS NOTED ON THE PLANS. VISORS SHALL BE TYPE V-1 BLACK TUNNEL VISORS.

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27689
OKLAHOMA

REVISION HISTORY

NO.	DESCRIPTION	DATE

SUBMITTAL:

100% PLANS	DATE:	PROJECT NO.:	DESIGNED BY:	DRAWN BY:	APPROVED BY:	SCALE:
12/11/2023	EW-20230419-01	KLM	MAF-HAR	KLM		AS SHOWN

SHAWNEE TRAFFIC SIGNAL REPAIR

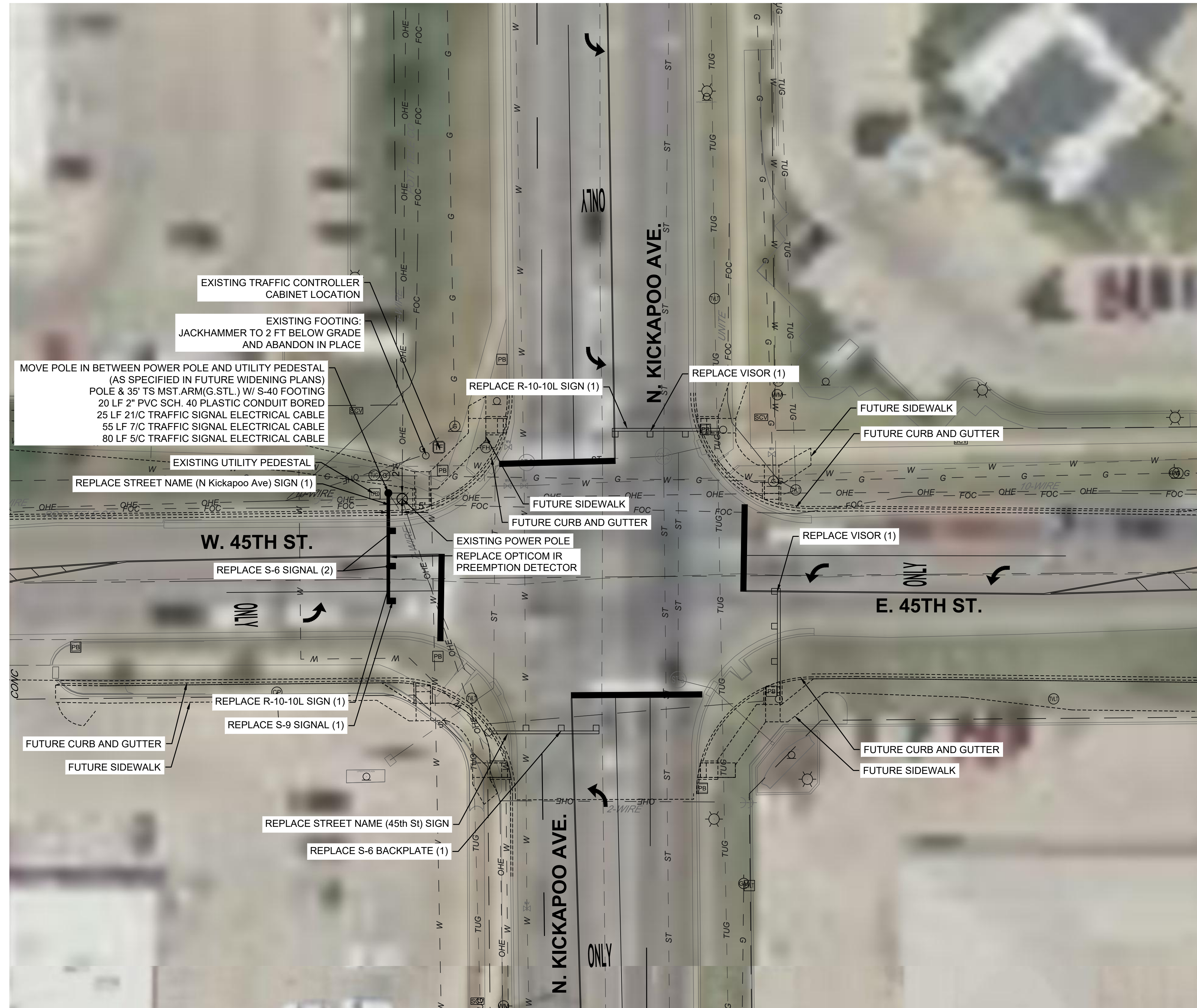
CITY OF SHAWNEE, OKLAHOMA

SHEET NAME

SUMMARY OF QUANTITIES

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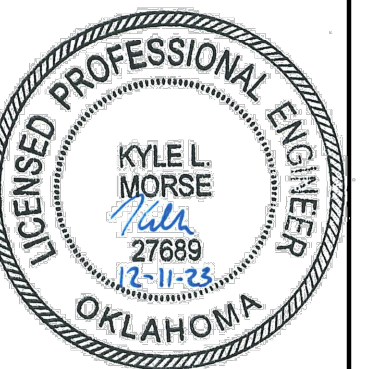
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DRAWN BY:	MAPH/AR			
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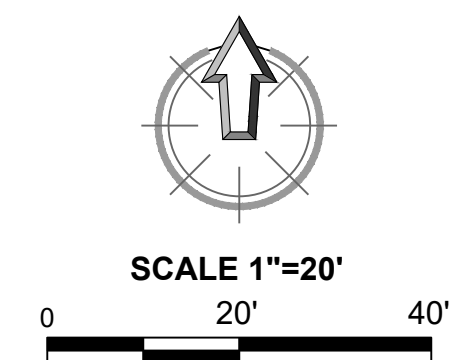
SHAWNEE TRAFFIC SIGNAL REPAIR
CITY OF SHAWNEE, OKLAHOMA

SHEET NAME
**SIGNAL REPAIR
 PLAN**
 45TH AND KICKAPOO
 SHEET
3

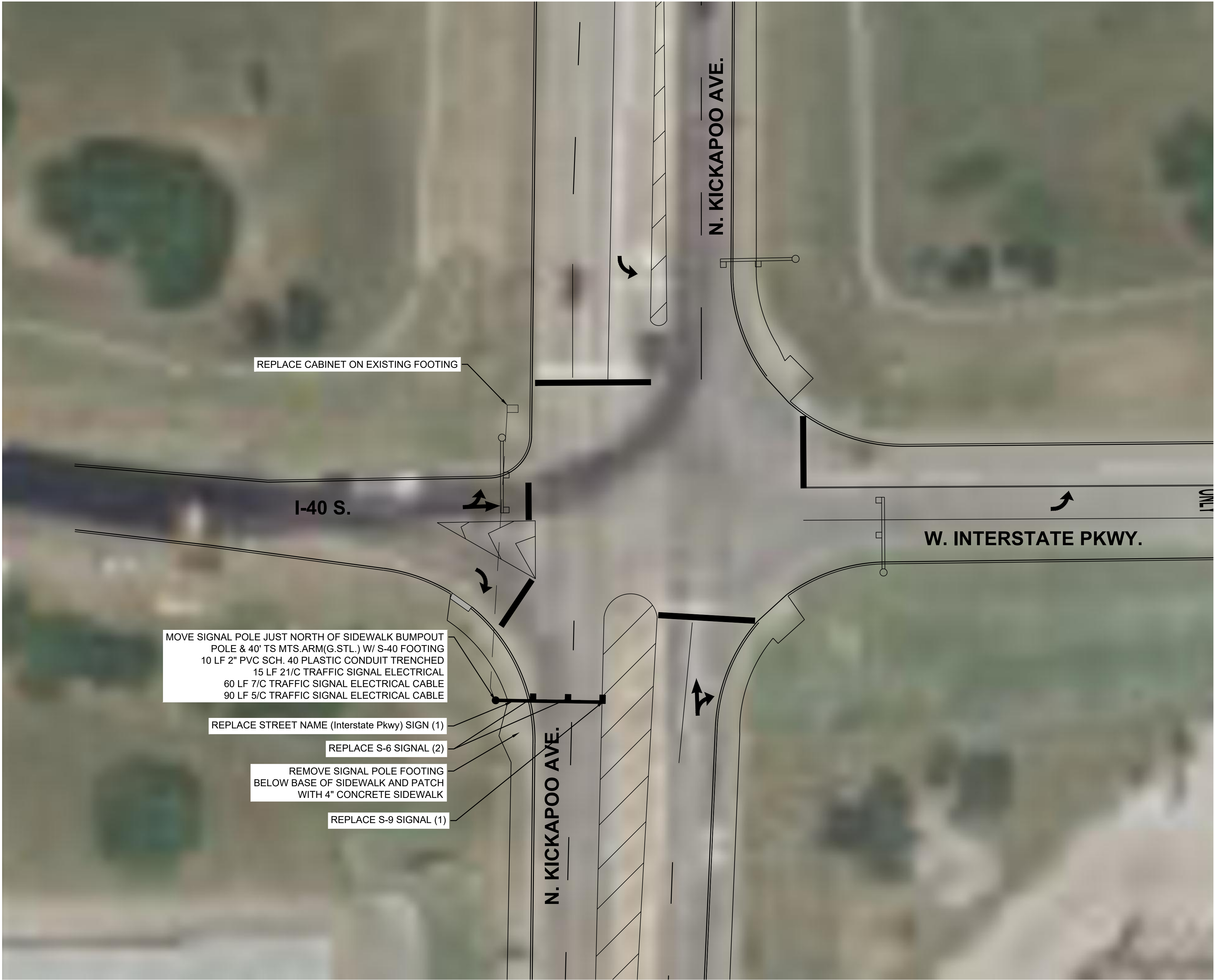
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- NOTES:

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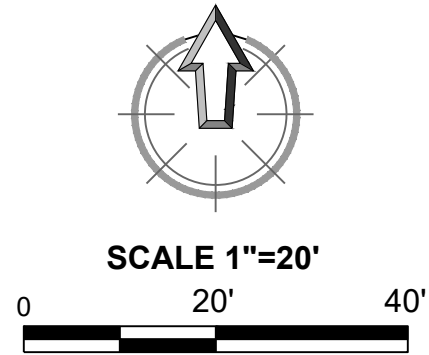


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SHAWNEE TRAFFIC SIGNAL REPAIR
CITY OF SHAWNEE, OKLAHOMA

SHEET NAME
SIGNAL REPAIR
PLAN

I-40 S AND KICKAPOO
SHEET
6

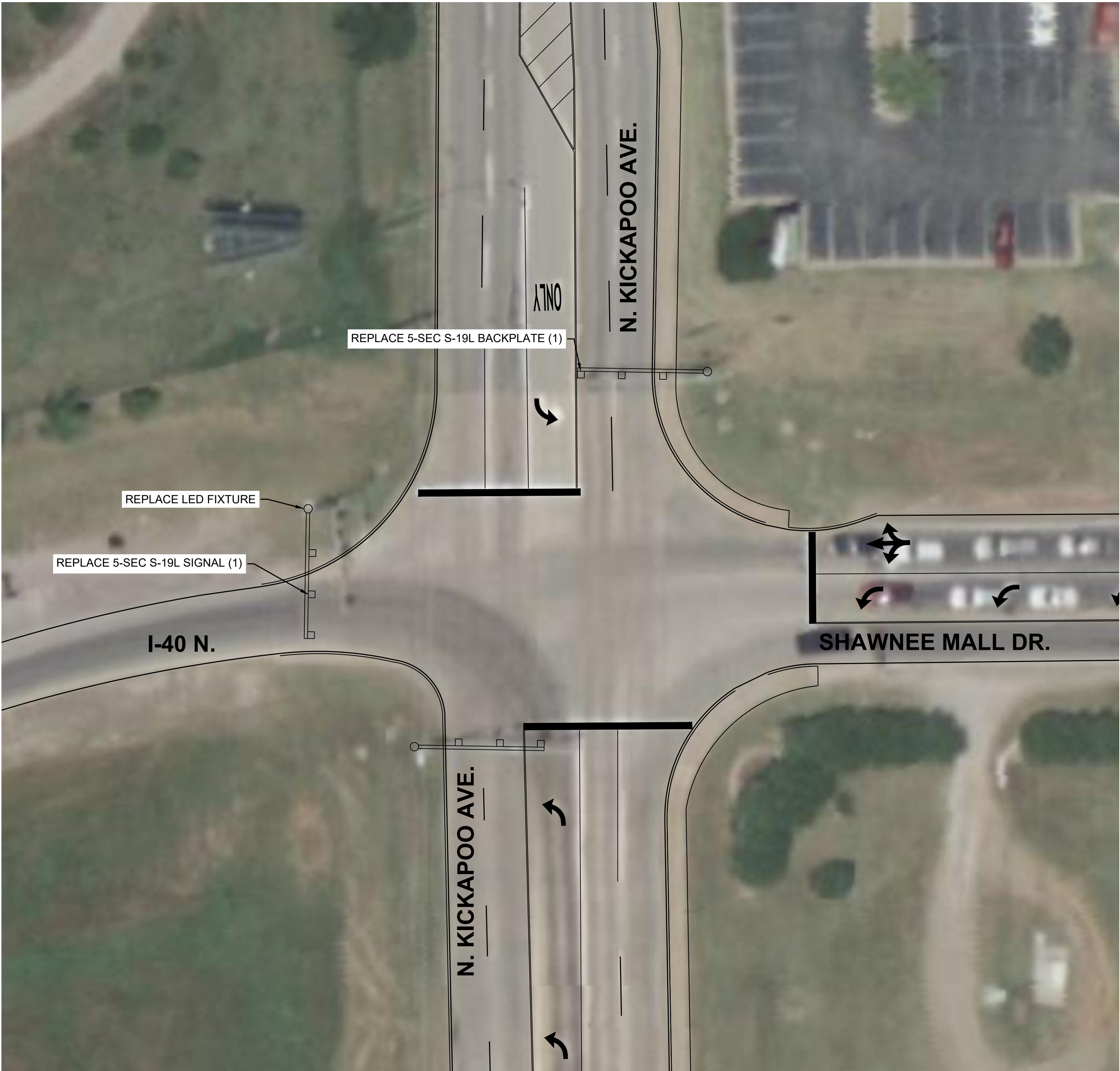
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12/11/2023	EW-20230419-01	12/11/2023			
DESIGNED BY: KLM					
DRAWN BY: MAP/HAR					
APPROVED BY: KLM					
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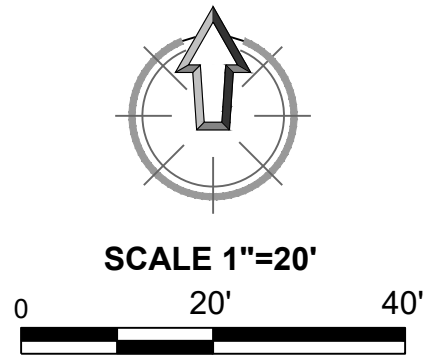


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SHAWNEE TRAFFIC SIGNAL REPAIR
CITY OF SHAWNEE, OKLAHOMA

SHEET NAME
SIGNAL REPAIR
PLAN
I-40 N AND KICKAPOO
SHEET
7

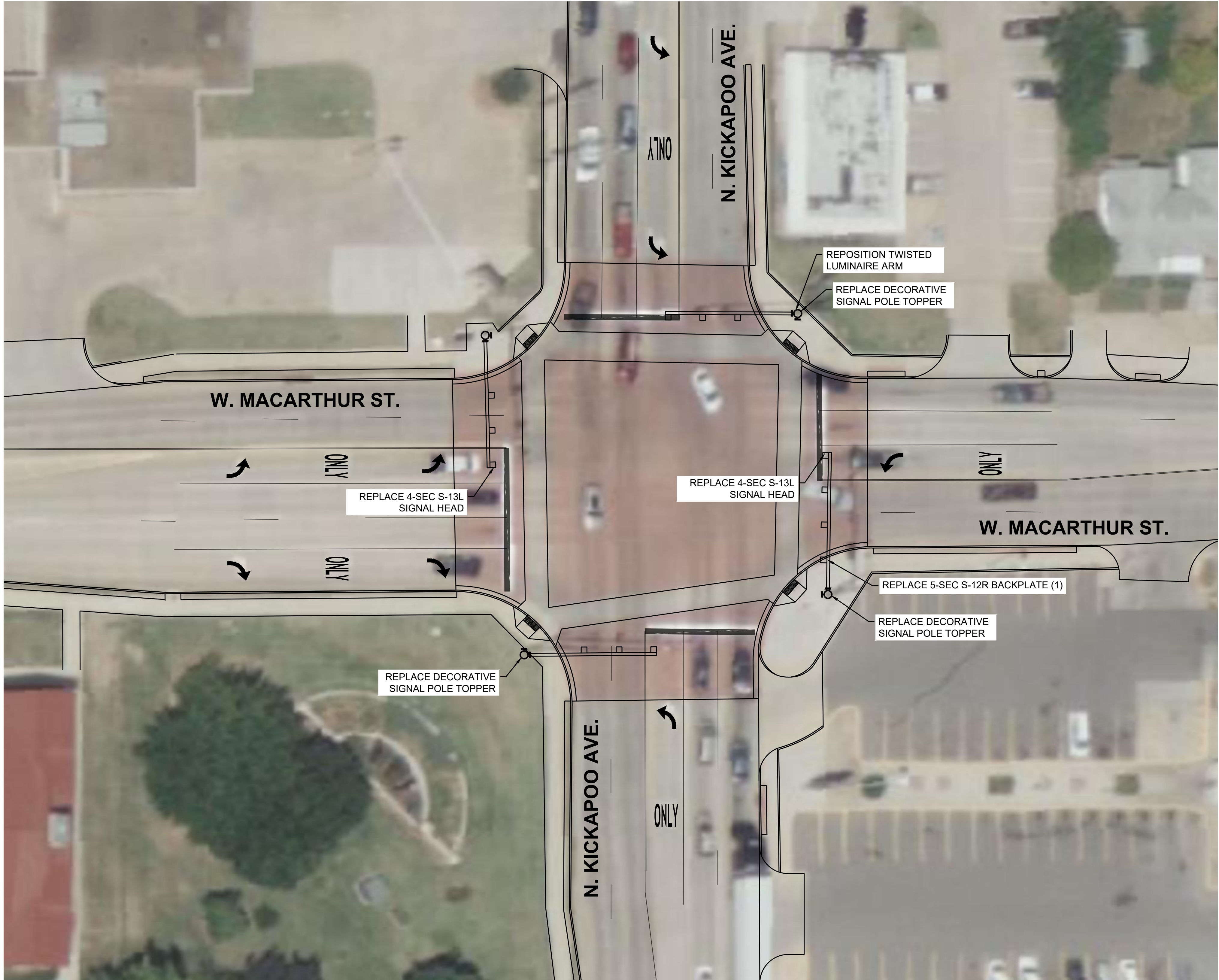


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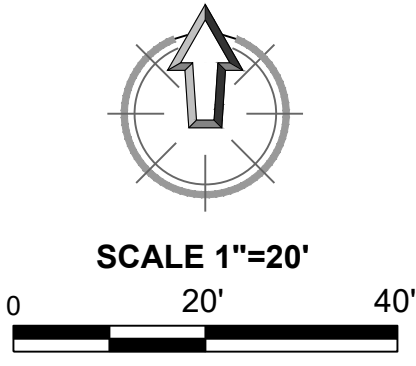
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	DRAWN BY: MAP/HAR				
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SHAWNEE TRAFFIC SIGNAL REPAIR
CITY OF SHAWNEE, OKLAHOMA

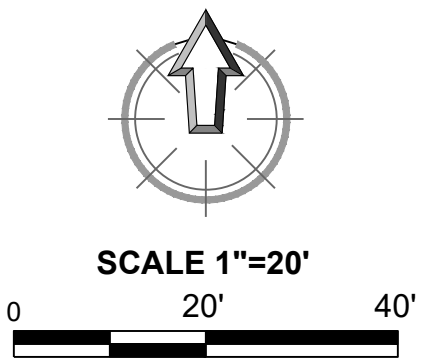
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SIGNAL REPAIR
PLAN
MACARTHUR AND
KICKAPOO
SHEET
8

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CITY OF SHAWNEE, OKLAHOMA

SHEET NAME
SIGNAL REPAIR
PLAN
UNIVERSITY AND
KICKAPOO
SHEET
9

SUBMITTAL:		100% PLANS	REVISION HISTORY	
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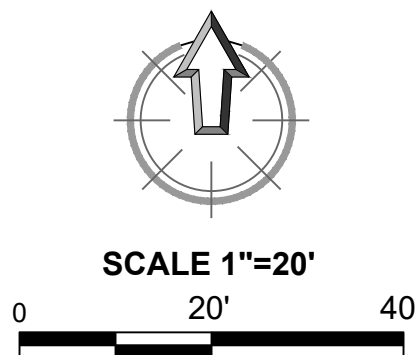


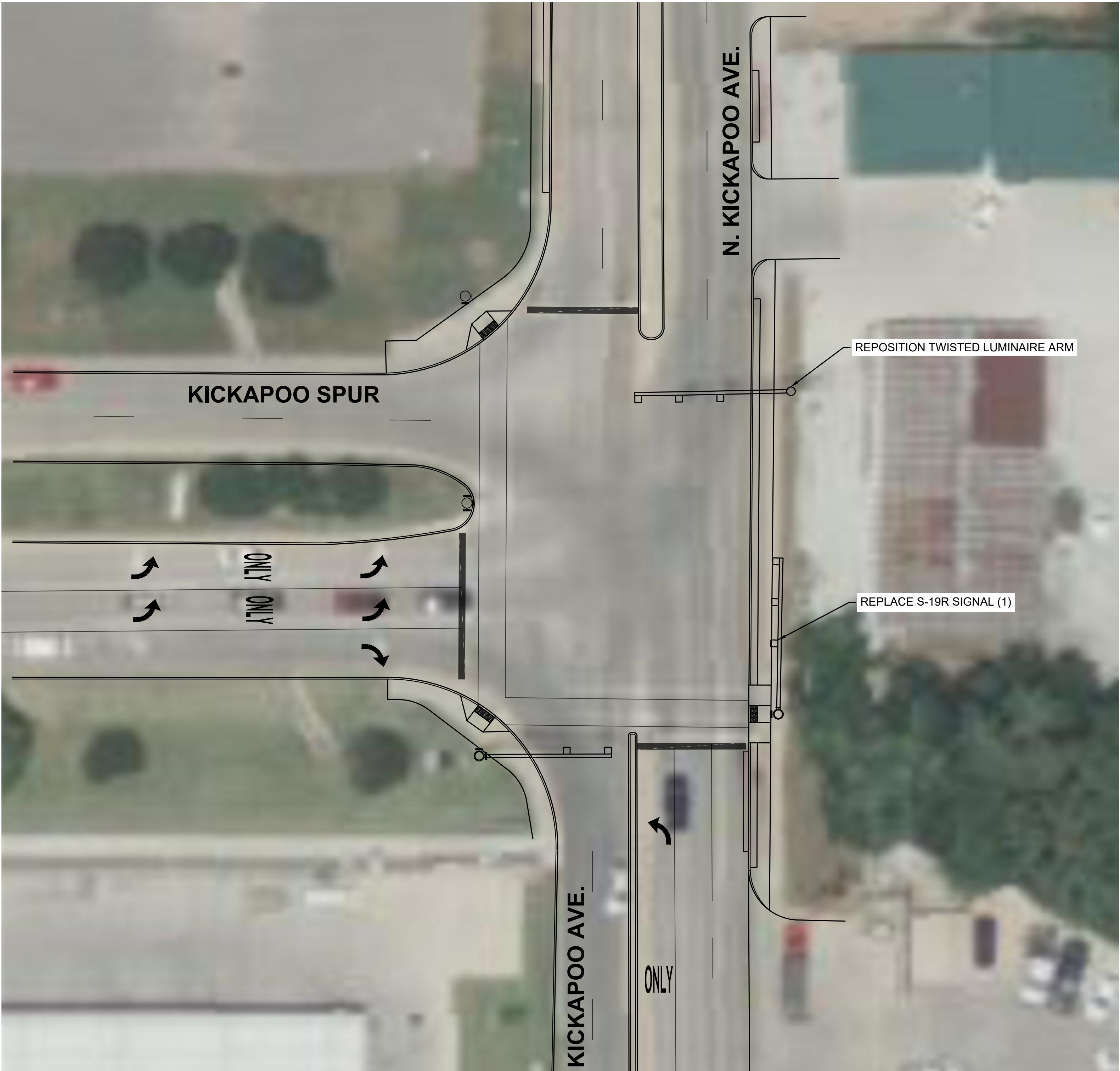
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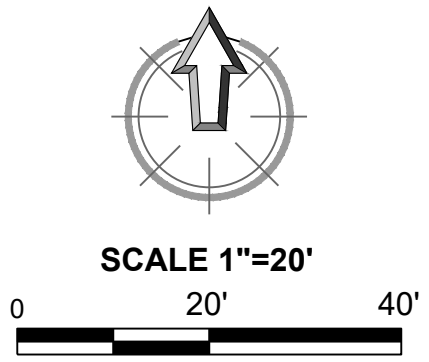


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27899
12-1-23

LICENSED PROFESSIONAL ENGINEER
OKLAHOMA

SHAWNEE TRAFFIC SIGNAL REPAIR
CITY OF SHAWNEE, OKLAHOMA

SHEET NAME
SIGNAL REPAIR
PLAN
KICKAPOO SPUR AND
KICKAPOO
SHEET
12

SUBMITTAL:		100% PLANS		REVISION HISTORY	
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APPROVED BY: KLM					
SCALE:	AS SHOWN				

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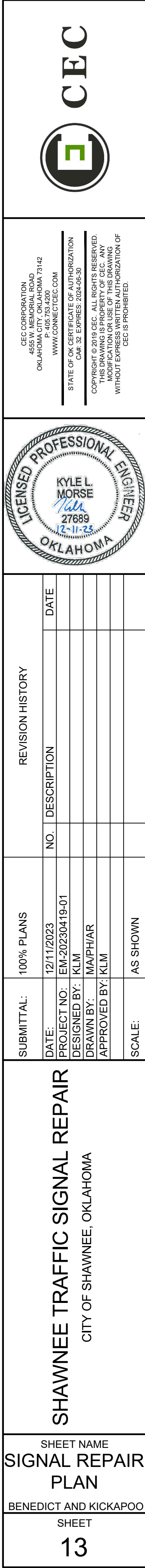
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SHAWNEE TRAFFIC SIGNAL REPAIR
CITY OF SHAWNEE, OKLAHOMA

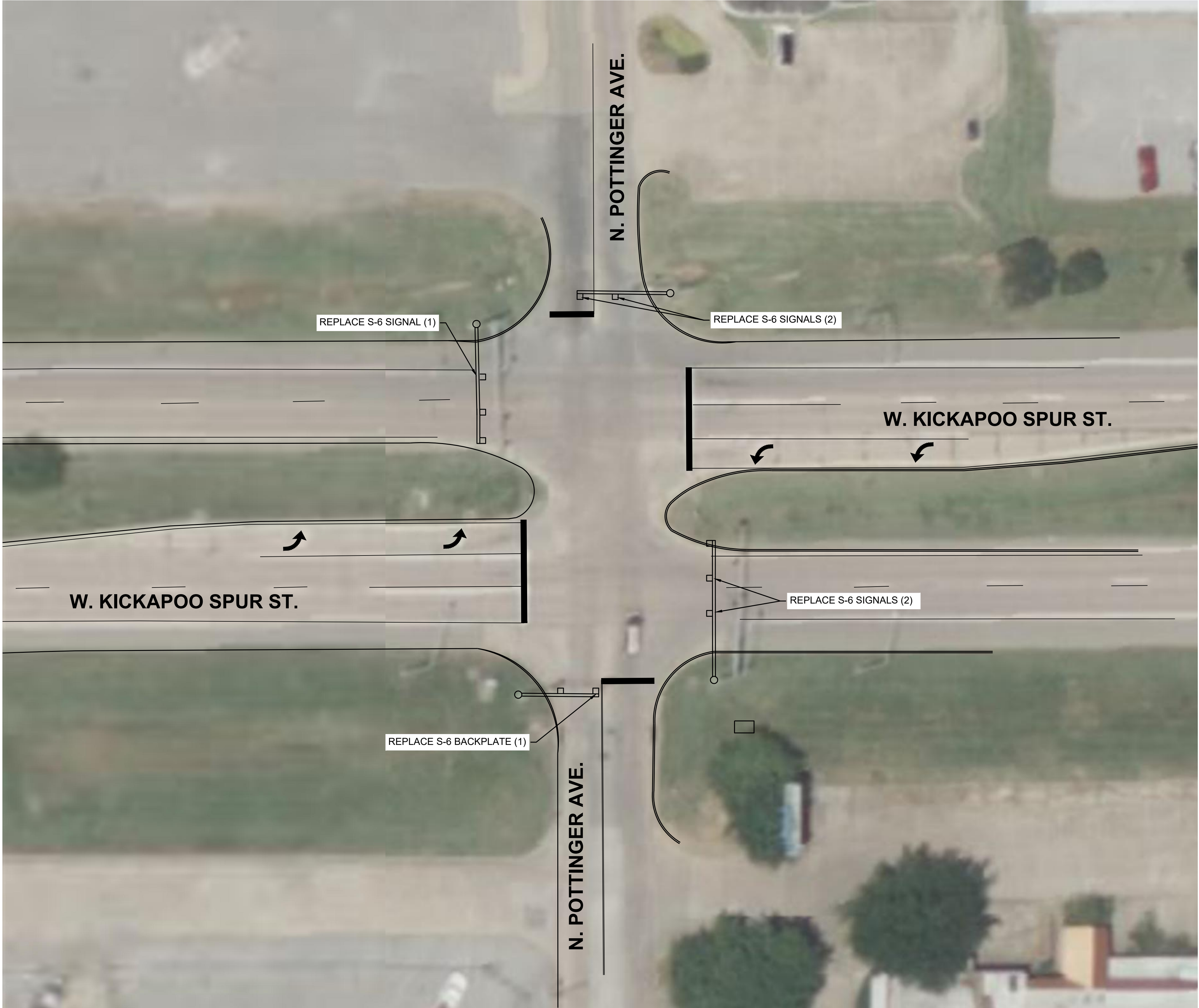
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SIGNAL REPAIR
PLAN
BENEDICT AND KICKAPOO
SHEET
13

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SCALE: AS SHOWN
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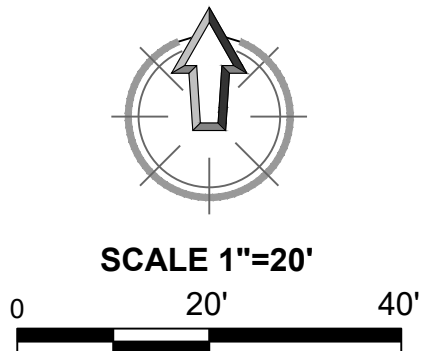


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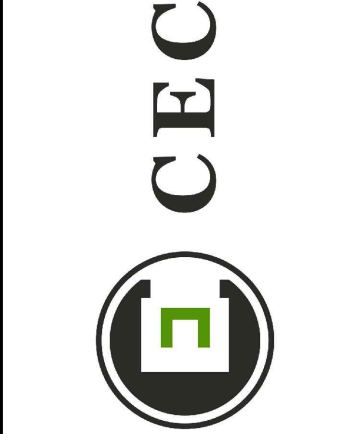
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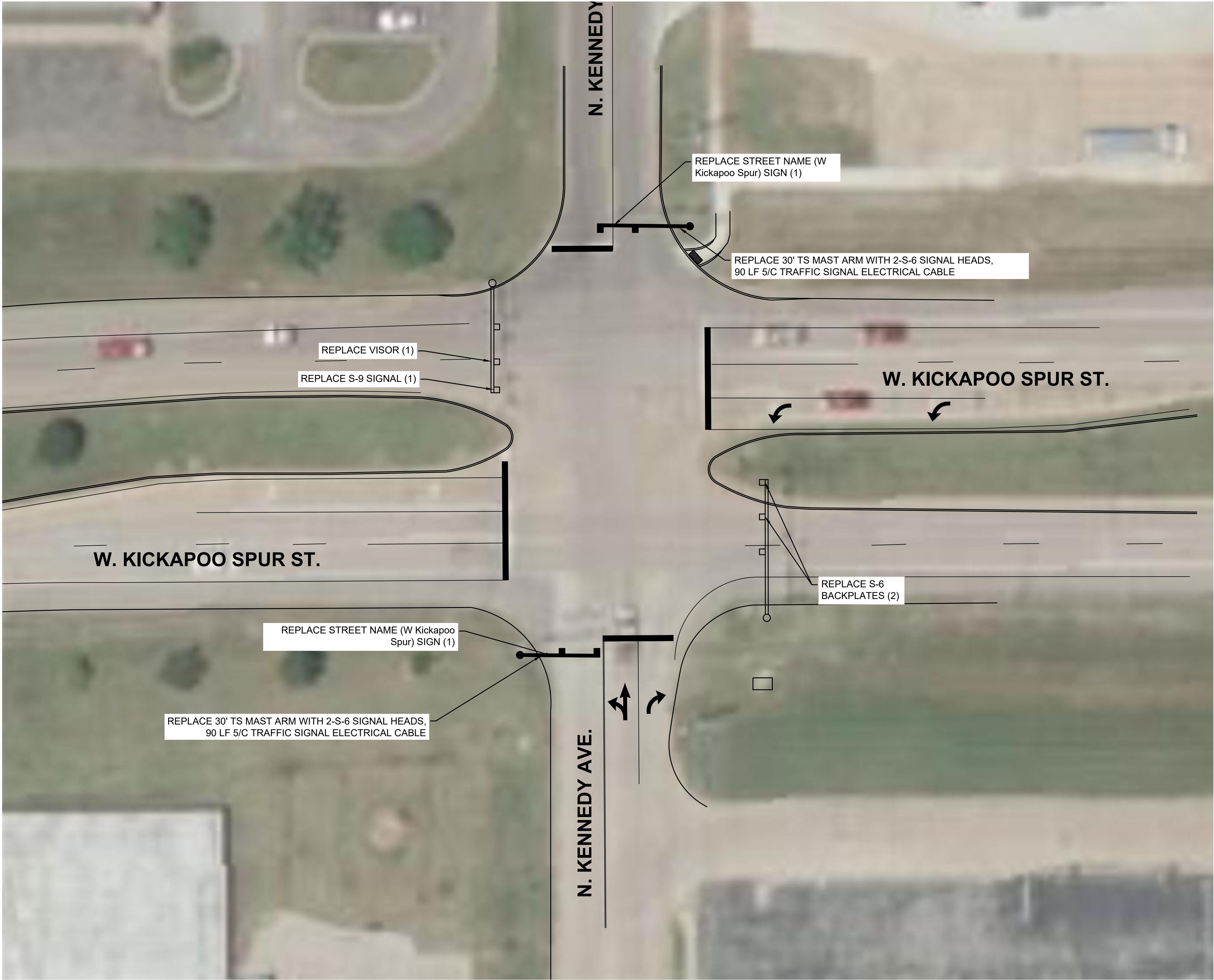
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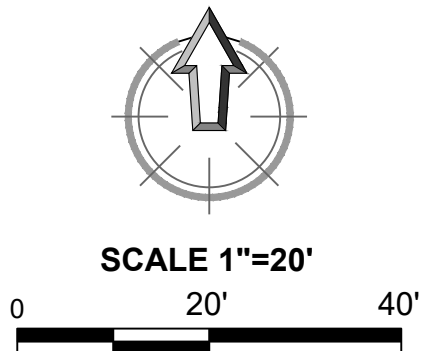


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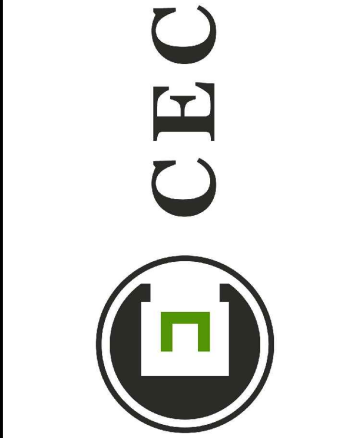
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SIGNAL REPAIR
PLAN
KICKAPOO SPUR &
KENNEDY

SHEET
15

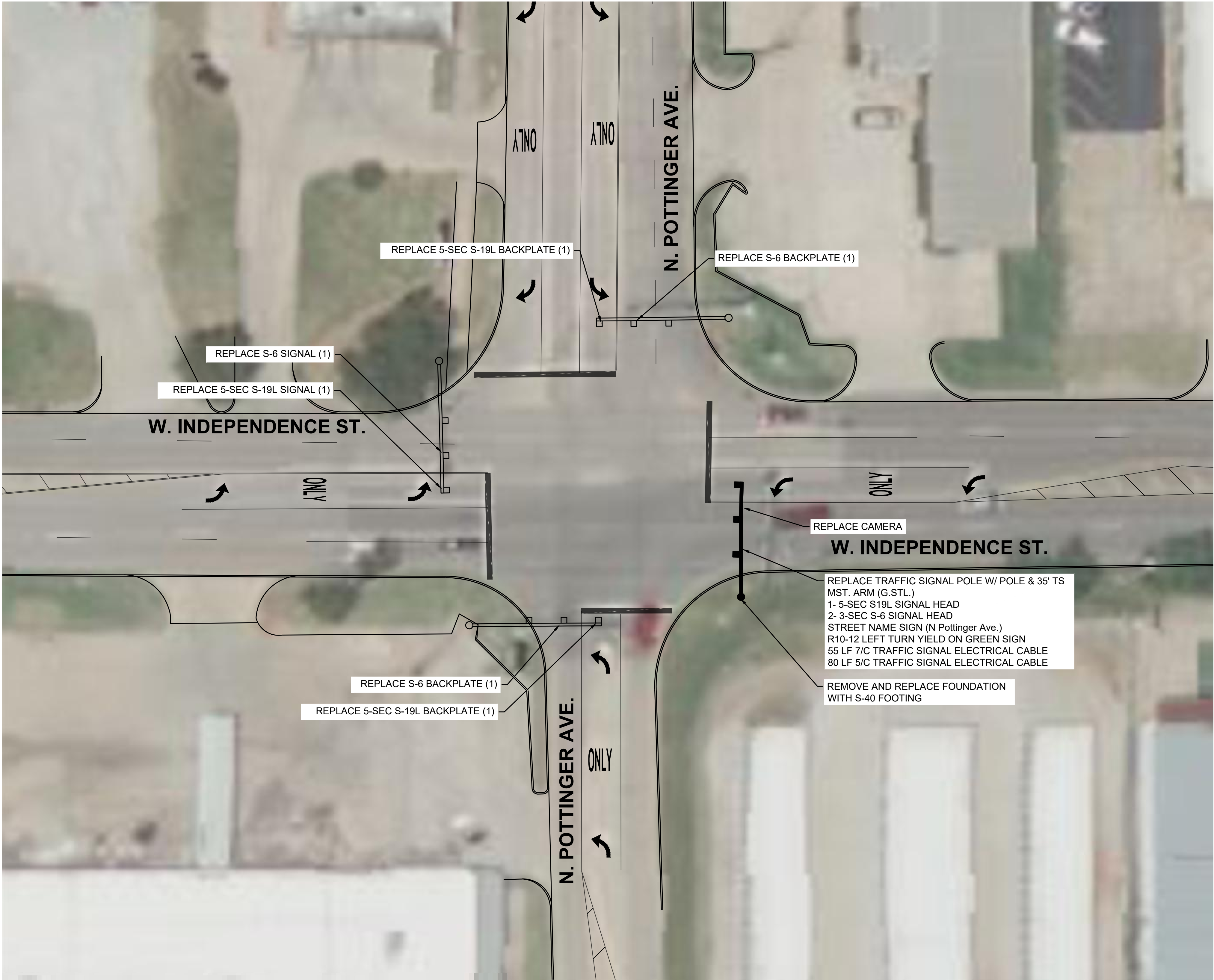
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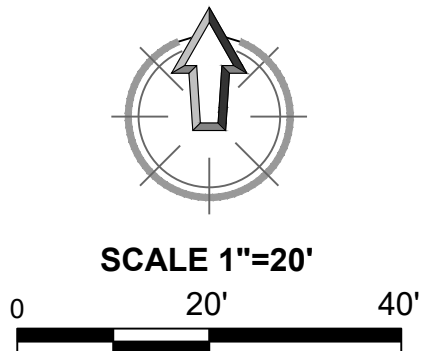


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4. ALL TRAFFIC SIGNAL POLES SHALL BE INSTALLED WITH ADEQUATE SEPARATION FROM EXISTING WATER AND SEWER LINES.



SHAWNEE TRAFFIC SIGNAL REPAIR
CITY OF SHAWNEE, OKLAHOMA

SHEET NAME
SIGNAL REPAIR
PLAN
POTTINGER &
INDEPENDENCE
SHEET
16

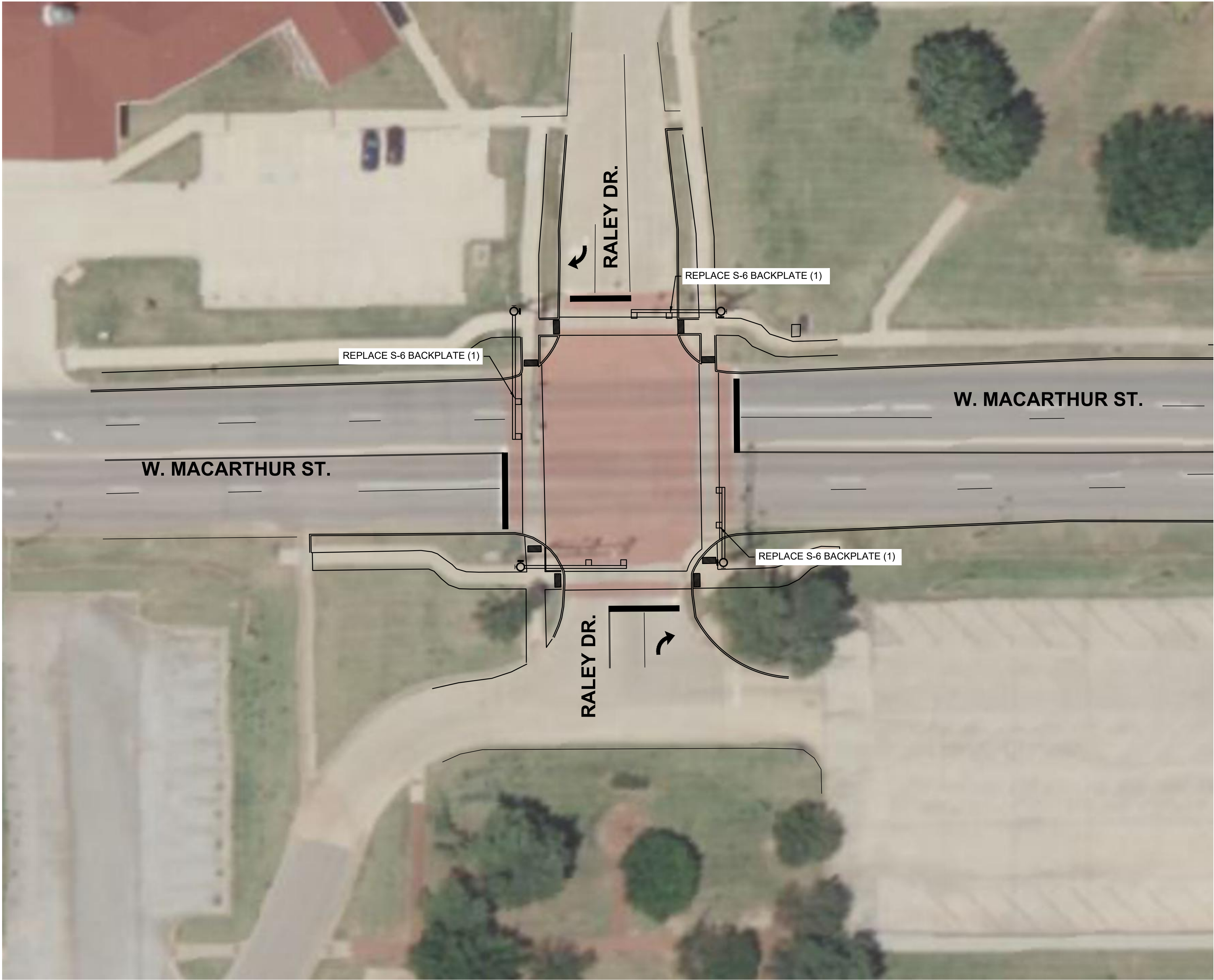
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DATE:	PROJECT NO.:	DATE:	NO.	DESCRIPTION	DATE
12/11/2023	EW-20230419-01	12/11/2023			
DESIGNED BY: KLM					
DRAWN BY: MAP/HAR					
APPROVED BY: KLM					
SCALE:	AS SHOWN				



CEC CORPORATION
404-AADAM CITY, OKLAHOMA 73142
WWW.CONNECTCEC.COM
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OK-32 EXPIRES 2024-05-30
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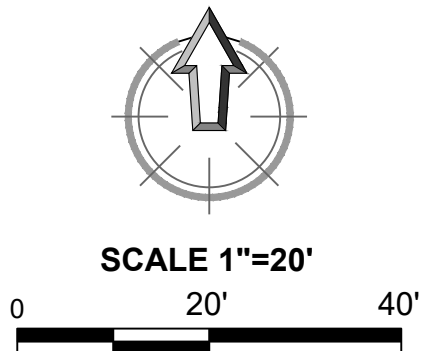


PLOT DATE: 12/11/2023 3:40 PM



NOTES:

1. THE CONTRACTOR SHALL CONTACT THE CITY OF SHAWNEE AND THE UTILITY COMPANIES FOR POSSIBLE UNDERGROUND EXISTING UTILITIES NOT SHOWN ON THE PLANS. THIS SHOULD BE DONE BEFORE TRENCHING OR PUSHING ELECTRICAL CONDUITS.
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SHAWNEE TRAFFIC SIGNAL REPAIR
CITY OF SHAWNEE, OKLAHOMA

SHEET NAME
SIGNAL REPAIR
PLAN
RALEY & MACARTHUR

SHEET
17

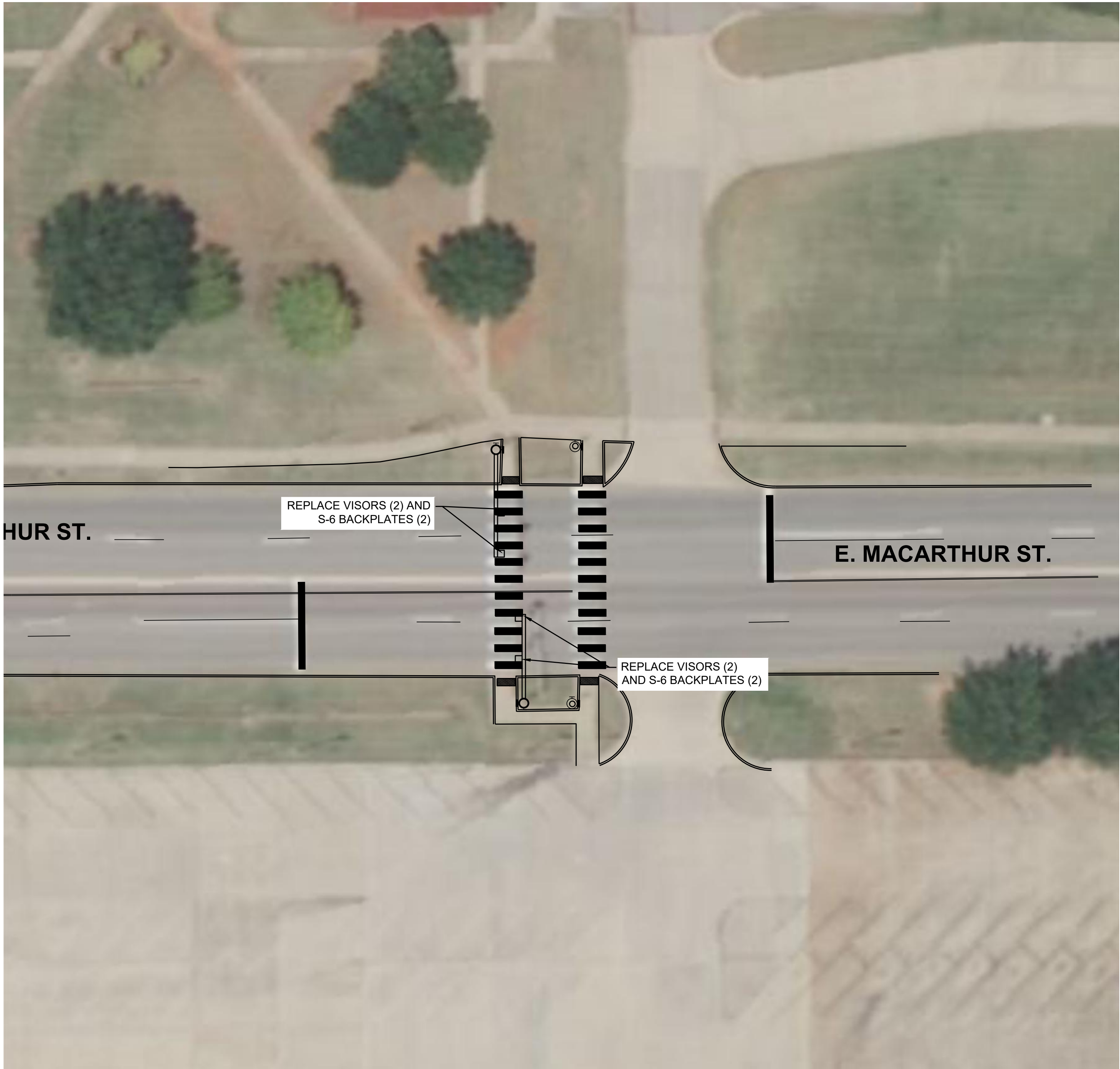
SUBMITTAL:		100% PLANS	REVISION HISTORY		
DATE:	PROJECT NO.:	12/11/2023	NO.	DESCRIPTION	DATE
DESIGNED BY: KLM	EW-20230419-01				
DRAWN BY: MAP/HAR					
APPROVED BY: KLM					
SCALE:	AS SHOWN				



CEC CORPORATION
404-A0004 CITY, OKLAHOMA 73142
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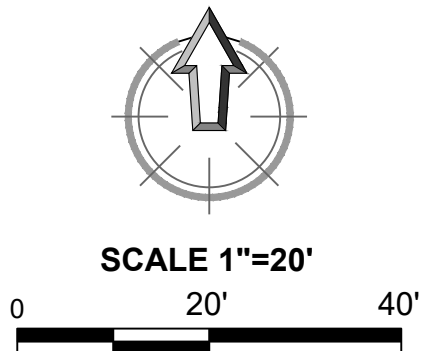


PLOT DATE: 12/11/2023 3:40 PM



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SHAWNEE TRAFFIC SIGNAL REPAIR
CITY OF SHAWNEE, OKLAHOMA

SHEET NAME
SIGNAL REPAIR
PLAN
OBU CROSSWALK
EAST OF RALEY

SHEET
18

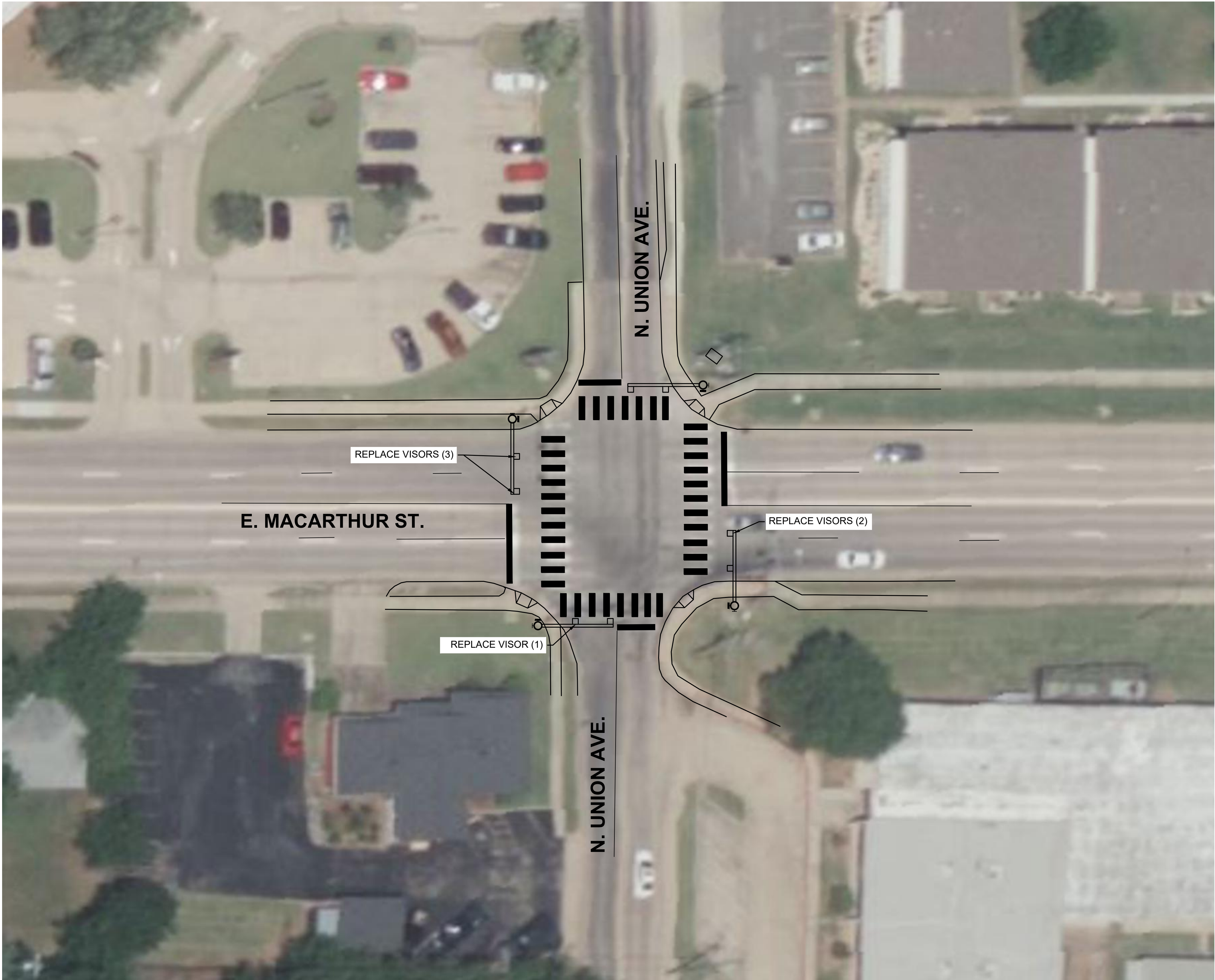
SUBMITTAL:		100% PLANS	REVISION HISTORY	
DATE:	12/11/2023		NO.	DESCRIPTION
PROJECT NO.:	EW-20230419-01			
DESIGNED BY:	KLM			
DRAWN BY:	MAIPHAR			
APPROVED BY:	KLM			
SCALE:	AS SHOWN			



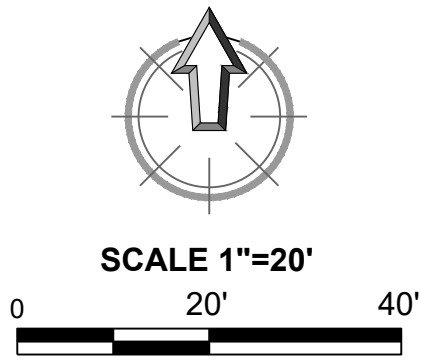
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WWW.CONNECTCEC.COM
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CMA 32 EXPIRES 2024-05-30
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PLOT DATE: 12/11/2023 3:40 PM



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SHAWNEE TRAFFIC SIGNAL REPAIR
CITY OF SHAWNEE, OKLAHOMA

SHEET NAME
SIGNAL REPAIR
PLAN
MACARTHUR & UNION

SHEET
19

SUBMITTAL:		100% PLANS	REVISION HISTORY	
DATE:	12/11/2023		NO.	DESCRIPTION
PROJECT NO.:	EW-20230419-01			
DESIGNED BY:	KLM			
DRAWN BY:	MAIPHAR			
APPROVED BY:	KLM			
SCALE:	AS SHOWN			



CEC CORPORATION
404-A004A CITY, OKLAHOMA 73142
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Contractor_____

**PROPOSALS MUST BE RECEIVED BY TUESDAY,
JANUARY 9, 2024 AT 3:00 P.M.**

CONTRACT BID DOCUMENTS

**CITY OF SHAWNEE
TRAFFIC SIGNAL STORM DAMAGE REPAIR
(EM-20230419-01)**

**BID OPENING:
TUESDAY, JANUARY 9, 2024 AT 3:15 P.M.**

16 West 9th Street
Shawnee, OK 74801-6812
Telephone: (405) 878-1760

PREPARED BY:

CEC
4555 W MEMORIAL ROAD
OKLAHOMA CITY, OK 73142-2013

CITY OF SHAWNEE
16 West 9th Street SHAWNEE, OK 74801-6812

STAPLE BID BOND TO BACK OF PROPOSAL

BIDS WILL BE OPENED BY THE CITY COMMISSION AT 3:15 P.M. ON
TUESDAY, JANUARY 9, 2024 AT CITY HALL, SHAWNEE

BIDS WILL BE RECEIVED UNTIL THE 3:00 P.M. ON TUESDAY, JANUARY 9, 2024
AT THE LOCATION STATED IN THE NOTICE TO CONTRACTORS

CITY: SHAWNEE
COUNTY: POTTAWATOMIE
DESCRIPTION: TRAFFIC SIGNAL STORM DAMAGE REPAIR (EM-20230419-01)
LOCATION: 16 LOCATIONS IN THE VICINITY OF N. KICKAPOO AVENUE

AMOUNT OF CONTRACT GUARANTEE: FIVE PERCENT (5%) OF THE BID.

NOTE: PROPOSAL SHOULD BE FILLED OUT WITH PEN AND INK. UNIT PRICES MUST BE SHOWN IN
NUMERALS FOR EACH ITEM LISTED IN THIS PROPOSAL.

NOTICE: *ENCLOSE YOUR COMPLETED, PRINTED SCHEDULE OF BID ITEMS IN THE
SEALED ENVELOPE WITH YOUR BID DOCUMENT.**

SIGN: **CONTRACTOR'S PERFORMANCE RECORD**
BUSINESS RELATIONSHIP AFFIDAVIT
NON-COLLUSION BIDDING CERTIFICATION
STATUS VERIFICATION SYSTEM AFFIDAVIT

ALL PAPERS BOUND WITH OR STAPLED TO THIS PROPOSAL FORM ARE NECESSARY
PARTS THEROF AND MUST NOT BE DETACHED.

THIS PROPOSAL ISSUED TO:

BID RIGGING IS A SERIOUS CRIME. IF YOU HAVE ANY INFORMATION CONCERNING COLLUSIVE
BIDDING, EVEN A REQUEST TO SUBMIT A COMPLIMENTARY BID, PLEASE CALL THE OKLAHOMA
ATTORNEY GENERAL'S OFFICE AT TELE. NO 405-521-3921.

CITY OF SHAWNEE

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TRAFFIC SIGNAL STORM DAMAGE REPAIR (EM-20230419-01)
16 LOCATIONS IN THE VICINITY OF N. KICKAPOO AVENUE
CITY OF SHAWNEE

BIDDING

NOTICE TO BIDDERS

CONTRACT REQUIREMENTS

SCHEDULE OF BID ITEMS

CONTRACTOR PERFORMANCE RECORD

BUSINESS RELATIONSHIPS AFFIDAVIT

NON-COLLUSION BIDDING CERTIFICATION

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CHANGE ORDERS OR ADDENDA

DEFECT BOND

PERFORMANCE BOND

STATUTORY AND PAYMENT BOND

NOTICE TO BIDDERS:

SEALED PROPOSALS must be hand delivered to the City of Shawnee (City Clerk's Office) at 16 W. 9th St., Shawnee, OK 74801-6812, **AND WILL NOT BE ACCEPTED AFTER 3:00 p.m. ON TUESDAY, JANUARY 9, 2024.** The scheduled bid opening date is **TUESDAY, JANUARY 9, 2024.** Proposals will be publicly read aloud in the City Commission Chambers at 3:15 p.m., Central Time at the City of Shawnee at 16 W. 9th St., Shawnee, OK, for the work listed below.

TRAFFIC SIGNAL STORM DAMAGE REPAIR (EM-20230419-01) – 16 LOCATIONS IN THE VICINITY OF N. KICKAPOO AVENUE, CITY OF SHAWNEE

Each separate proposal shall be accompanied by a Certified or Cashier's Check or Bid Bond equal to 5% of the bid made payable to the order of the City of Shawnee, as a proposal guaranty. Proposal checks will be held or returned by the City.

This work will be done under the 2019 Oklahoma Standard Specifications for Highway Construction.

Plans, forms of proposal, contracts and specifications may be examined at, and purchased from:

CEC
4555 W Memorial Road
Oklahoma City, OK 73142
405-753-4200

Shawnee City Hall (City Clerk's Office)
16W. 9th St. Ste. 212
Shawnee, OK 74802
405-878-1760

Half-size Plans and Documents \$ 25.00

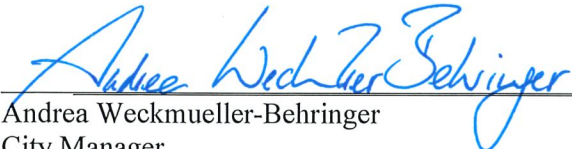
No refunds will be made on the above cost. The cost of the bidding document will be borne by prospective bidder. Bidder must be on the Engineer's official plan holder's list in order to receive addendums and submit a bid.

Upon award of contract to a successful bidder, the contract will be completely and correctly executed by the contractor and returned to the City within ten (10) working days from the date of award. The City will have thirty (30) working days from the date of award to complete its execution of the contract.

The City of Shawnee hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, disadvantaged business programs will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, sex, religion or national origin in consideration for an award.

The City of Shawnee reserves the right to reject any and all proposals.

A MANDATORY PRE-BID CONFERENCE WILL BE HELD AT 10:00 A.M. ON WEDNESDAY, JANUARY 2, 2024 AT SHAWNEE CITY HALL.



Andrea Weckmueller-Behringer
City Manager

CITY OF SHAWNEE
CONTRACT REQUIREMENTS

TRAFFIC SIGNAL STORM DAMAGE REPAIR (EM-20230419-01) – 16 LOCATIONS IN THE VICINITY OF N. KICKAPOO AVENUE, CITY OF SHAWNEE

RATES FOR LIQUIDATED DAMAGES FOR THIS PROJECT WILL BE \$1,000.00 PER CALENDAR DAY.

CONTRACT TIME ALLOTTED FOR THIS PROJECT IS 60 CALENDAR DAYS.

DISADVANTAGE BUSINESS ENTERPRISES: REQUIRED PARTICIPATION IS 0.00 %.

BIDS WILL BE CONSIDERED NON-RESPONSIVE AND MAY NOT BE READ IF ANY OF THE FOLLOWING THINGS ARE DONE:

- (A) Any unit price is left blank.
- (B) Any change in the unit price or the total amount that is not acknowledged by initials of the person signing the bid adjacent to each such change or alteration.
- (C) Proposal must be signed in black or blue ink by the individual in a sole proprietorship, one or more members of a partnership or a duly authorized officer of a corporation.
- (D) Proposals containing any omission.
- (E) Alterations of Proposal. All papers bound with or attached to proposal forms are necessary parts thereof and must not be detached.
- (F) Additions to Proposal.
- (G) Conditions not called for.
- (H) Conditional or alternate bids unless called for.
- (I) A clause in which the bidder reserves the right to accept or reject a Contract awarded to him.
- (J) Incomplete bids.
- (K) More than one proposal from an individual, firm, partnership, joint venture or corporation whether under the same or different name.

UNBALANCED BIDS: The City will not allow any unbalancing of unit bid prices. In this regard, the unit price bid per item shall not be less than the invoice price to the Contractor. If, in their sole opinion, the City deems the bid to be unbalanced, they reserve the right to reject such a bid.

ADDENDA TO THE CONTRACT: Any addendum form is part of this contract. The original contract documents remain in full force and effect, except as modified by addenda which shall take precedence over any contrary or conflicting provisions in the prior documents.

Each addendum must be acknowledged by signing the Receipt of Transmission sheet of the addendum. Return as instructed on the addendum transmittal form prior to submittal of your bid.

CITY OF SHAWNEE
CONTRACTOR'S PERFORMANCE RECORD

TRAFFIC SIGNAL STORM DAMAGE REPAIR (EM-20230419-01)
16 LOCATIONS IN THE VICINITY OF N. KICKAPOO AVENUE
CITY OF SHAWNEE

Submitted by _____,
A Corporation
A Co-partnership
An Individual

Principal Office

(Address & Phone)

The Signatory of this questionnaire guarantees the truth and accuracy of all statements and of all answers to interrogatories hereinafter made.

1. What projects has your organization now under way?

Value of Work Completed	Value of Work to Be Completed	Class of Work	Being Performed for Whom

2. What equipment do you propose to use on this contract?

Qty	Item	Description, Size, Capacity, Etc.	Year of Service	Present Location

CITY OF SHAWNEE
CONTRACTORS PERFORMANCE RECORD (CONT.)

TRAFFIC SIGNAL STORM DAMAGE REPAIR (EM-20230419-01)
16 LOCATIONS IN THE VICINITY OF N. KICKAPOO AVENUE
CITY OF SHAWNEE

The Contractor is aware that:

“The City will not allow the Contractor to sublet, sell, assign, or otherwise dispose of the Contract, or any portion thereof, or any of the Contractor’s rights, title, or interests therein without the written or electronic consent of the City Manager or his authorized representative. The Contractor shall perform at least **50 percent** of the Contract amount, based on the Contract unit prices, using its own organization, unless the Contract allows a greater percentage.”

Dated at _____, this _____ day of _____, 20____

By _____

Title of Person Signing _____

Name of Organization _____

Subscribed and sworn to before me this _____ day of _____, 20____

Notary Public _____

My Commission Expires _____

CITY OF SHAWNEE
BUSINESS RELATIONSHIPS AFFIDAVIT

TRAFFIC SIGNAL STORM DAMAGE REPAIR (EM-20230419-01)
16 LOCATIONS IN THE VICINITY OF N. KICKAPOO AVENUE
CITY OF SHAWNEE

STATE OF OKLAHOMA)
)SS
COUNTY OF _____)

_____, of lawful age, being duly sworn, on oath says that he or she is the agent authorized by the bidder to submit the attached bid. Affiant further states that the nature of any partnership, or other business relationship presently in effect, of which existed within one (1) year prior to the date of this statement with the architect, engineer, or other party to the project is as follows:

Affiant further states that any such business relationship presently in effect of which existed within one (1) year prior to the date of this statement between any officer or director of the bidding company and any officer or director of the architectural or engineering firm or other party to the project is as follows:

Affiant further states that the names of all persons having any such business relationships and the positions they hold with their respective companies or firms are as follows:

(If none of the business relationships herein above mentioned exist, affiant should so state.)

(Signature of Affiant)

Subscribed and sworn to before me this _____ day of _____, 20____

Notary Public _____

My Commission Expires _____

CITY OF SHAWNEE
NON-COLLUSION BIDDING CERTIFICATION

TRAFFIC SIGNAL STORM DAMAGE REPAIR (EM-20230419-01)
16 LOCATIONS IN THE VICINITY OF N. KICKAPOO AVENUE.
CITY OF SHAWNEE

STATE OF OKLAHOMA)
) SS
COUNTY _____)

A. For purposes of competitive bids, I certify:

1. I am the duly authorized agent of _____, the bidder submitting the competitive bid which is attached to this statement, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and state officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to the bid to which this statement is attached;
2. I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and has been personally and directly involved in the proceedings leading to the submission of such bid; and
3. Neither the bidder nor anyone subject to the bidder's direction or control has been a party to the following:
 - a. Any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding;
 - b. Any collusion with any City official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract; and
 - c. Any discussions between bidders and any City official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

B. I certify, if awarded the contract, whether competitively bid or not, that neither the Contractors nor anyone subject to the Contractor's direction or control has paid, given, or donated or agreed to pay, give, or donate to any officer or employee of the City of Shawnee any money or other thing of value, either directly or indirectly, in procuring the contract to which this statement is attached.

Certified this _____ day of _____, 20_____.

(Signature)

(Print Name)

(Position in the Company)

STATUS VERIFICATION SYSTEM AFFIDAVIT

CITY OF SHAWNEE

**TRAFFIC SIGNAL STORM DAMAGE REPAIR (EM-20230419-01)
16 LOCATIONS IN THE VICINITY OF N. KICKAPOO AVENUE
CITY OF SHAWNEE**

[illegible]

I, _____, of lawful age, and having been first duly sworn, on oath states:

1. That I am the agent authorized by the Contractor to submit the attached contract to the City of Shawnee. I am fully aware of the facts and circumstances surrounding the making of the contract to which this statement is attached and have been personally and directly involved in the procurement of this contract.
2. That the Contractor has registered and fully participates in the Status Verification System, as required by Title 25 O.S. § 1313(B)(1), to verify the work eligibility status of all new employees of the Contractor.

FURTHER AFFIANT SAITH NOT.

AFFIANT

Subscribed and sworn before me this ___ day of _____, 20__.

Notary Public

My Commission Expires: _____

My Commission Number: _____

CONTRACT

THIS CONTRACT AND AGREEMENT made and entered into this _____, 202_, between the City of Shawnee, (hereinafter called the “City”), and _____ acting as an independent contractor (hereinafter called the “Contractor”).

WITNESSETH, That for and in consideration of the payment to be made as hereafter set forth, the Contractor hereby agrees to furnish all tools, equipment, materials, and labor to build and complete:

TRAFFIC SIGNAL STORM DAMAGE REPAIR (EM-20230419-01) – 16 LOCATIONS IN THE VICINITY OF N. KICKAPOO AVENUE

as shown on the plans to be built at the unit prices bid by said Contractor, for the respective estimated quantities aggregating approximately

in accordance with the plans on file with the City of Shawnee, Oklahoma, designated as: **CITYWIDE OVERLAYS**

and with the Oklahoma Standard Specifications for Highway Construction, 2019 Edition, (the “Specifications”), with the Proposal filed with the City of Shawnee on TUESDAY, JANUARY 9, 2024 (the “Proposal”); each of which is made a part hereof as though copied in full herein; and with the Special Provisions attached hereto; and to the entire satisfaction of the City of Shawnee.

It is agreed and understood between the parties hereto that the Contractor agrees to accept and the City agrees to pay for the work at the price stipulated in the Proposal, such payment to be in lawful money of the United States and the payment shall be made at the time and in the manner set forth in the Specifications.

The City’s cost of this project is estimated to be: _____

The Contractor agrees, for the consideration above expressed, to begin work on the date designated by the Engineer. Time is of the essence of this Contract. The Contract time and rates of liquidated damages applicable to this Contract are set forth in contract provisions which are part of this Contract.

It is further agreed that the Contractor shall execute and file good and sufficient performance, defect, and statutory bond with the City of Shawnee as required by law, and that said contractor shall comply with the Oklahoma Workmen’s Compensation Law and shall file a Certificate of Workman’s Compensation Insurance, then he shall file with the City of Shawnee a copy of the order authorizing him to carry his own insurance.

In Witness Whereof, the Mayor, City of Shawnee, or his authorized designee, pursuant to an award of contract made by or under the direction of the City of Shawnee and pursuant to City vested in him by the City of Shawnee, has hereunto subscribed his name, and the said Contractor has properly executed the same.

Signed, sealed and delivered at Shawnee, Oklahoma, the day and year first set forth.

Approved as to form:

By: _____
Mayor – City of Shawnee Date

By: _____
An Individual – A Member of the Firm – Vice-President Date

Secretary of Corporation

ACKNOWLEDGEMENT

STATE OF OKLAHOMA }
 }SS.
COUNTY OF _____ }

This instrument was acknowledged before me on _____, _____

Notary Public

(SEAL)

My commission expires: _____

CITY OF SHAWNEE
CONTRACT AFFIDAVIT

TRAFFIC SIGNAL STORM DAMAGE REPAIR (EM-20230419-01)
16 LOCATIONS IN THE VICINITY OF N. KICKAPOO AVENUE
CITY OF SHAWNEE

STATE OF OKLAHOMA)
) SS
COUNTY _____)

_____, of lawful age, being first duly sworn, on oath says:

1. (s)he is the duly authorized agent of _____, the contractor under the contract which is attached to this statement, for the purpose of certifying the facts pertaining to the giving of things of value to government personnel in order to procure said contract;
2. (s) he is fully aware of the facts and circumstances surrounding the making of the contract to which this statement is attached and has been personally and directly involved in the proceedings leading to the procurement of said contract; and
3. neither the contractor nor anyone subject to the contractor's direction or control has paid, given or donated or agreed to pay, give or donate to any officer or employee of the City of Shawnee any money or other thing of value, either directly or indirectly, in procuring the contract to which this statement is attached.

(Signature of Affiant)

(Name & Title)

Subscribed and sworn to before this ____ day of _____, 20__.

Notary Public _____

My Commission expires: _____

CITY OF SHAWNEE
AUTHORIZATION FOR WAIVER AND DISCLOSURE OF TAX INFORMATION

TRAFFIC SIGNAL STORM DAMAGE REPAIR (EM-20230419-01)
16 LOCATIONS IN THE VICINITY OF N. KICKAPOO AVENUE
CITY OF SHAWNEE

Pursuant to Title 68 O.S. 1990 Supp., 205 (c)(17), the undersigned contractor hereby gives the Oklahoma Tax Commission expressed permission to provide the City of Shawnee information to determine that the undersigned is in compliance with all applicable tax laws. The Tax Commission is authorized to provide the City of Shawnee a statement reflecting the status of contractor's payment history and any delinquency as it relates to sales, use, franchise, withholding, income and motor fuel taxes.

It is understood that any information provided by the Tax Commission is subject to audit and does not include any reports not yet due or not received as of the date of the Oklahoma Tax Commission signature.

Answer the following questions:

1. Do you have employees subject to income tax withholding? Yes__ No__
2. Did you bring material from out of state into Oklahoma? Yes__ No__
3. Period of the contract: From ____ To____
4. Have you held previous contracts with the City of Shawnee? Yes__ No__
5. FEI Number: _____

The FEI number shall be furnished when the contract documents are signed.

Name of Contractor

Authorized Signature

Street Address

SEAL

City, State, Zip Code

For Official Use Only

Contractor is in Compliance? Yes__ No__

OTC Signature

Date

CITY OF SHAWNEE

CHANGE ORDERS OR ADDENDA

TRAFFIC SIGNAL STORM DAMAGE REPAIR (EM-20230419-01)
16 LOCATIONS IN THE VICINITY OF N. KICKAPOO AVENUE
CITY OF SHAWNEE

If this contract is governed by the Oklahoma Public Competitive Bidding Act of 1974, then Section 121 of that Act addresses statutory limitations on change orders and addenda. Specifically, 61 O.S. §121 states as follows:

A. Change orders or addenda to public construction contracts of One Million Dollars (\$1,000,000.00) or less shall not exceed a fifteen percent (15%) cumulative increase in the original contract amount.

B. Change orders or addenda to public construction contracts of over One Million Dollars (\$1,000,000.00) shall not exceed the greater of One Hundred Fifty Thousand Dollars (\$150,000.00) or a ten percent (10%) cumulative increase in the original contract amount.

C. Change orders or cumulative change orders which exceed the limits of subsection A or B of this section shall require a readvertising for bids on the incomplete portions of the contract.

D. If the awarding public agency does not have a governing body, the chief administrative officer of the awarding public agency shall approve change orders. The State Construction Administrator of the Construction and Properties Division of the Department of Central Services, or the administrator's designee, shall sign and execute all contracts and change orders, as they relate to state agencies.

E. If the awarding public agency has a governing body, all change orders shall be formally approved by the governing body of the awarding public agency and the reasons for approval recorded in the permanent records of the governing body. The governing body of a municipality or technology center may delegate approval of change orders up to Forty Thousand Dollars (\$40,000.00) or ten percent (10%) of any contract, whichever is less, to the chief administrative officer of the municipality or technology center or their designee, with any approved change orders reported to the governing body at the next regularly scheduled meeting.

F. The governing body of the Oklahoma Tourism and Recreation Department is authorized, upon approval of a majority of all of the members of the Oklahoma Tourism and Recreation Commission, to delegate to the Director of the agency the authority to approve change orders on a construction contract provided that the individual change order does not exceed Twenty-five Thousand Dollars (\$25,000.00) in expenditure and complies with the limits established by this section. The Administrator of the Division shall sign and execute all contracts and change orders.

G. The Transportation Commission may, by rule, authorize the Director of the Department of Transportation to approve change orders in an amount of not to exceed Five Hundred Thousand Dollars (\$500,000.00). Change orders approved by the Director shall be presented to the Transportation Commission during the next regular meeting and the reasons therefor recorded in the permanent records. The City of Shawnee may authorize the Director of the Authority to approve change orders in an amount not to exceed Two Hundred Fifty Thousand Dollars (\$250,000.00). Change orders approved by the Director of the Authority shall be presented to the Authority during the next regular meeting and the reasons for the orders recorded in permanent records.

H. All change orders for the Department of Transportation or the Authority shall contain a unit price and total for each of the following items:

1. All materials with cost per item;
2. Itemization of all labor with number of hours per operation and cost per hour;
3. Itemization of all equipment with the type of equipment, number of each type, cost per hour for each type, and number of hours of actual operation for each type;
4. Itemization of insurance cost, bond cost, social security, taxes, workers' compensation, employee fringe benefits and overhead cost; and
5. Profit for the contractor.

I. 1. If a construction contract contains unit pricing, and the change order pertains to the unit price, the change order will not be subject to subsection A or B of this section.

2. When the unit price change does not exceed Ten Thousand Dollars (\$10,000.00), the unit price change order computation may be based on an acceptable unit price basis in lieu of cost itemization as required in paragraphs 1, 2, 3, 4 and 5 of subsection H of this section.

J. Alternates or add items bid with the original bid and contained in the awarded contract as options of the awarding public agency shall not be construed as change orders under the provisions of the Public Competitive Bidding Act of 1974.

MAINTENANCE BOND

BOND NO. _____

KNOW ALL MEN BY THESE PRESENTS:

That _____, whose principal or home office address and telephone number are:

Street/P. O. Box _____

City, State, Zip Code _____

Telephone: (_____)_____, as Principal, and

_____, a corporation organized in the State of _____, and authorized to transact a commercial surety business in the State of Oklahoma, whose principal or home office mailing address is:

Street/P. O. Box _____

City, State, Zip Code _____

as Surety, are held and firmly bound unto the City of Shawnee, in the penal sum of not less than _____ (\$_____)

in lawful money of the United States of America, said sum being equal to the estimated contract price, for the payment of which well and truly to be made, we bind ourselves and each of us, our heirs, executors, administrators, trustees, successors and assigns, jointly and severally by these presents.

DATED this _____ day of _____, 20____.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT:

WHEREAS, said Principal entered into a written Contract with the City of Shawnee dated _____, 20____, for the construction or performance of:

**PROJECT: TRAFFIC SIGNAL STORM DAMAGE REPAIR (EM-20230419-01) –
16 LOCATIONS IN THE VICINITY OF N. KICKAPOO AVENUE**

COUNTY: POTTAWATOMIE

DESCRIPTION: TRAFFIC SIGNAL STORM DAMAGE REPAIR

(hereinafter the “Project”) all in compliance with the Project plans, specifications and related documents, including all amendments or changes thereto, which documents are on file in the principal office of the City of Shawnee and are incorporated herein by reference.

NOW, THEREFORE, if the Principal shall properly and timely remedy or correct all defective workmanship and materials appearing in the Project within one year from and after its acceptance by the City of Shawnee, and if the Principal shall pay or cause to be paid all those entities who furnish labor and material to correct or remedy such defects and shall otherwise hold harmless and indemnify the City of Shawnee for all costs it might incur in remedying said defects, then this obligation shall be null and void, otherwise to remain in full force and effect.

The Surety agrees that no quantity overruns, changes in the work or alterations in the contract work or documents, whether accomplished by change order, addenda or supplemental agreement, and that no deviations in the plan or mode of procedure specified in the Contract shall have the effect of releasing the Surety from all or any part of its obligations hereunder.

IN WITNESS WHEREOF, the Principal has caused this document to be executed in its name by a duly authorized officer, agent or representative, and the Surety has caused this document to be executed in its name by an authorized attorney-in-fact or corporate officer, effective as of the day and year first above written.

THE COMMISSION ON THIS BOND IS BEING PAID TO: _____
_____.

ATTEST: (Corporation)

[SEAL]

Secretary of the Corporation

PRINCIPAL

By: _____

Individual Proprietor/
Partner/Authorized Officer

SURETY

By: _____

Authorized Attorney-in-Fact or
an Authorized Officer of Surety

SUBSCRIBED by the Principal's representative before me, a Notary Public, on this ____ day of _____, 20____.

Notary Public in and for the
State of _____

My Commission Expires:

[SEAL]

PERFORMANCE BOND

BOND NO. _____

KNOW ALL MEN BY THESE PRESENTS:

That _____, whose principal or home office mailing address and telephone number are:
Street/P. O. Box _____
City, State, Zip Code _____
Telephone (____) _____ as Principal, and _____ corporation organized in the State of _____, and authorized to transact a commercial surety business in the State of Oklahoma, whose principal or home office mailing address is
Street/P. O. Box _____,
City, State, Zip Code _____,
as Surety, are held and firmly bound unto the City of Shawnee, in the penal sum of not less than _____ (\$ _____) in lawful money of the United States of America, said sum being equal to the estimated contract price, for the payment of which well and truly to be made, we bind ourselves and each of us, our heirs, executors, administrators, trustees, successors and assigns, jointly and severally by these presents.

DATED this _____ day of _____, 20____.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT:

WHEREAS, said Principal entered into a written Contract with the City of Shawnee dated _____, 20____, for the construction or performance of:

**PROJECT: TRAFFIC SIGNAL STORM DAMAGE REPAIR (EM-20230419-01) –
16 LOCATIONS IN THE VICINITY OF N. KICKAPOO AVENUE**

COUNTY: POTTAWATOMIE

DESCRIPTION: TRAFFIC SIGNAL STORM DAMAGE REPAIR

(hereinafter the “Project”) all in compliance with the Project plans, specifications and related documents, including all amendments or changes thereto, which documents are on file in the principal office of the City of Shawnee and are incorporated herein by reference.

NOW, THEREFORE, if the Principal shall properly and promptly complete the construction Project according to all the contract documents, including all subsequent amendments, changes, addenda, time extensions, alterations and supplemental agreements thereto, then this obligation shall become null and void, otherwise to remain in full force and effect.

In the event the Principal is declared by the City of Shawnee to be in default and the Principal’s right to proceed with the Project work is terminated by the City of Shawnee or by a court of competent jurisdiction, the Surety shall have the duty to assume and complete all the Contract work and material requirements, including all the amendments, changes, addenda, time extensions, alterations and supplemental agreements thereto. In the event the Surety fully performs its obligations hereunder the City of Shawnee acknowledges that by law the Surety is subrogated to all the Principal’s rights arising out of the Contract, including all

deferred payments, retained percentage and credits due and owing to the Principal at the time of default and termination or to thereafter become due and owing under the contract documents. The City of Shawnee may at its option offset against the contract earnings any indebtedness or liability which the Principal might have to the City of Shawnee arising out of the bonded Project including but not limited to liquidated damages, site rental, progressive estimate overpayments and the like. After the Surety has been made whole, the City of Shawnee may offset against any remaining contract earnings any indebtedness or liability of the Principal arising out of other contracts and dealings.

No quantity overruns, changes in the work, or alterations in or amendments to the contract work or documents, whether accomplished by change order, addenda or supplemental agreement, and no deviations in the plan or mode or procedure specified in the Contract shall have the effect of releasing the Surety from all or any part of its obligations hereunder.

IN WITNESS WHEREOF, the Principal has caused this document to be executed in its name by a duly authorized officer, agent or representative, and the Surety has caused this document to be executed in its name by an authorized attorney-in-fact or corporate officer, effective as of the day and year first above written.

THE COMMISSION ON THIS BOND IS BEING PAID TO: _____
_____.

ATTEST: (Corporation)
[SEAL]

Secretary of the Corporation

PRINCIPAL

By: _____
Individual Proprietor/
Partner/Authorized Officer

SURETY

By: _____
Authorized Attorney-in-Fact or
an Authorized Officer of Surety

SUBSCRIBED by the Principal's representative before me, a Notary Public, on this ____ day of _____, 20__.

Notary Public in and for the
State of _____

My Commission Expires:

[SEAL]

STATUTORY PAYMENT BOND

BOND NO.

KNOW ALL MEN BY THESE PRESENTS:

That _____, whose principal or home office mailing address and telephone number are:

Street/P. O. Box _____

City, State, Zip Code _____

Telephone (_____) _____, as Principal, and

_____ a corporation organized in the State of _____, and authorized to transact a commercial surety business in the State of Oklahoma, whose principal or home office mailing address is

Street/P. O. Box _____

City, State, Zip Code _____

as Surety, are held and firmly bound unto the State of Oklahoma and the City of Shawnee, in the penal sum of not less than _____

_____ (\$ _____) in lawful money of the United States of America, said sum being equal to the estimated contract price, for the payment of which well and truly to be made, we bind ourselves and each of us, our heirs, executors, administrators, trustees, successors and assigns, jointly and severally by these presents.

DATED this _____ day of _____, 20____.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT:

WHEREAS, said Principal entered into a written Contract with the City of Shawnee dated _____, 20____, for the construction or performance of:

**PROJECT: TRAFFIC SIGNAL STORM DAMAGE REPAIR (EM-20230419-01) –
16 LOCATIONS IN THE VICINITY OF N. KICKAPOO AVENUE**

COUNTY: POTTAWATOMIE

DESCRIPTION: TRAFFIC SIGNAL STORM DAMAGE REPAIR

(hereinafter the “Project”) all in compliance with the Project plans, specifications and related contract documents, including all amendments or changes thereto, which documents are on file in the principal office of the City of Shawnee and are incorporated herein by reference.

NOW, THEREFORE, if the Principal shall (1) pay all Project indebtednesses incurred by said Principal and his/her/its subcontractors and materialmen for all labor, material, rental of machinery or equipment and repair of and parts for equipment as are used and consumed in the performance of the contract; and (2) pay all (a) state and local taxes accruing as a result of the contract, (b) liquidated damages and site rental as may be provided for in the contract documents, and (c) any indebtedness of the Principal to the City of Shawnee arising out of overpayments of progressive estimates, then this obligation shall be null and void, otherwise to remain in full force and effect.

The intent of the Principal and Surety is that this Statutory Payment Bond, including the benefits or coverages provided herein, all notice requirements and all suit limitations, shall be construed, governed and controlled by Title 61, Oklahoma Statutes, Sections 1 and 2, as those statutes exist on the effective date of the Contract, even though the language of this bond may be more or less restrictive than required by statute.

For value received the Surety agrees that no quantity overruns, changes in the work, or alterations in or amendments to the contract work or documents, whether accomplished by change order, addenda or supplemental agreement, and no deviations in the plan or mode or procedure specified in the Contract shall have the effect of releasing the Surety from all or any part of its obligations hereunder.

IN WITNESS WHEREOF, the Principal has caused this document to be executed in its name by a duly authorized officer, agent or representative, and the Surety has caused this document to be executed in its name by an authorized attorney-in-fact or corporate officer, effective as of the day and year first above written.

THE COMMISSION ON THIS BOND IS BEING PAID TO: _____
_____.

ATTEST: (Corporation)
[SEAL]

Secretary of the Corporation

PRINCIPAL

By: _____
Individual/Proprietor/Partner/Authorized Officer

SURETY

By: _____
Authorized Attorney-in-Fact or an Authorized
Officer of Surety

SUBSCRIBED before me, a Notary Public, by the Principal's representative on this ____ day of _____, 20____.

Notary Public in and for the
State of _____

My Commission Expires:

[SEAL]

THE CITY OF SHAWNEE

**TRAFFIC SIGNAL STORM DAMAGE REPAIR (EM-20230419-01)
16 LOCATIONS IN THE VICINITY OF N. KICKAPOO AVENUE
CITY OF SHAWNEE
ADDENDUM NO. 1**

Prepared by:

CEC Corporation

Certificate of Authorization No. 32
4555 W Memorial Road
Oklahoma City, OK, 73142
Telephone: 405-753-4200



Kyle Morse, P.E., Engineer of Record



Recommended for Approval



Seth Barkhimer, P.E., Director of Engineering

This Addendum No. 1 shall modify and take precedence over the original specifications and plans for the above referenced project.

This addendum consists of 4 pages.

PLANS

1. Sheet 1 – Title
 - a. Vacant Commissioner changed to Yannah Frazier.
2. Sheet 2 – Summary of Quantities
 - a. Quantities table updated to show the quantities at each intersection and changes per this addendum.
 - b. Note T-14 added for pedestrian and traffic signal pole on W. 45th Street and Plaza Drive to be decorative with black powder coating.
3. Sheet 3 – Signal Repair Plan 45th and Kickapoo
 - a. Note added for NW traffic signal pole to be decorative with black powder coating.
4. Sheet 4 – Signal Repair Plan Plaza and Kickapoo
 - a. Note revised for power issue in cabinet to be incidental.
 - b. Note added for SE pedestrian pole to be decorative with black powder coating. Pole shall match existing poles at intersection.
5. Sheet 5 – Signal Repair Plan Commercial and Kickapoo
 - a. Plans revised to remove the existing SW Traffic pole and footing install a new pole and footing further offset from existing retaining wall.
6. Sheet 6 – Signal Repair Plan I-40 S and Kickapoo
 - a. 21/C Wiring changed to 110 LF of 15/C wiring.
 - b. Note revised to replace damaged wiring throughout the intersection.
 - c. Note added to replace cabinet and install traffic signal controller.
 - d. Note added to replace signal wiring back through existing conduit mounted on the bridge to the cabinet on the north side of I-40.
7. Sheet 7 – Signal Repair Plan I-40 N and Kickapoo
 - a. 375 LF dimension added to show approximate location of traffic signal cabinet on north side of I-40.
 - b. Note added to replace the traffic signal controller assembly in cabinet on the north side of I-40.
8. Sheet 15 – Signal Repair Plan Kickapoo Spur and Kennedy
 - a. Replace mast arm callouts revised to include traffic signal pole.

SPECIFICATIONS

1. “Wednesday, January 2nd” has been corrected to “Tuesday, January 2nd” on the Notice to Bidders Specification Sheet.

QUESTIONS FROM BIDDERS

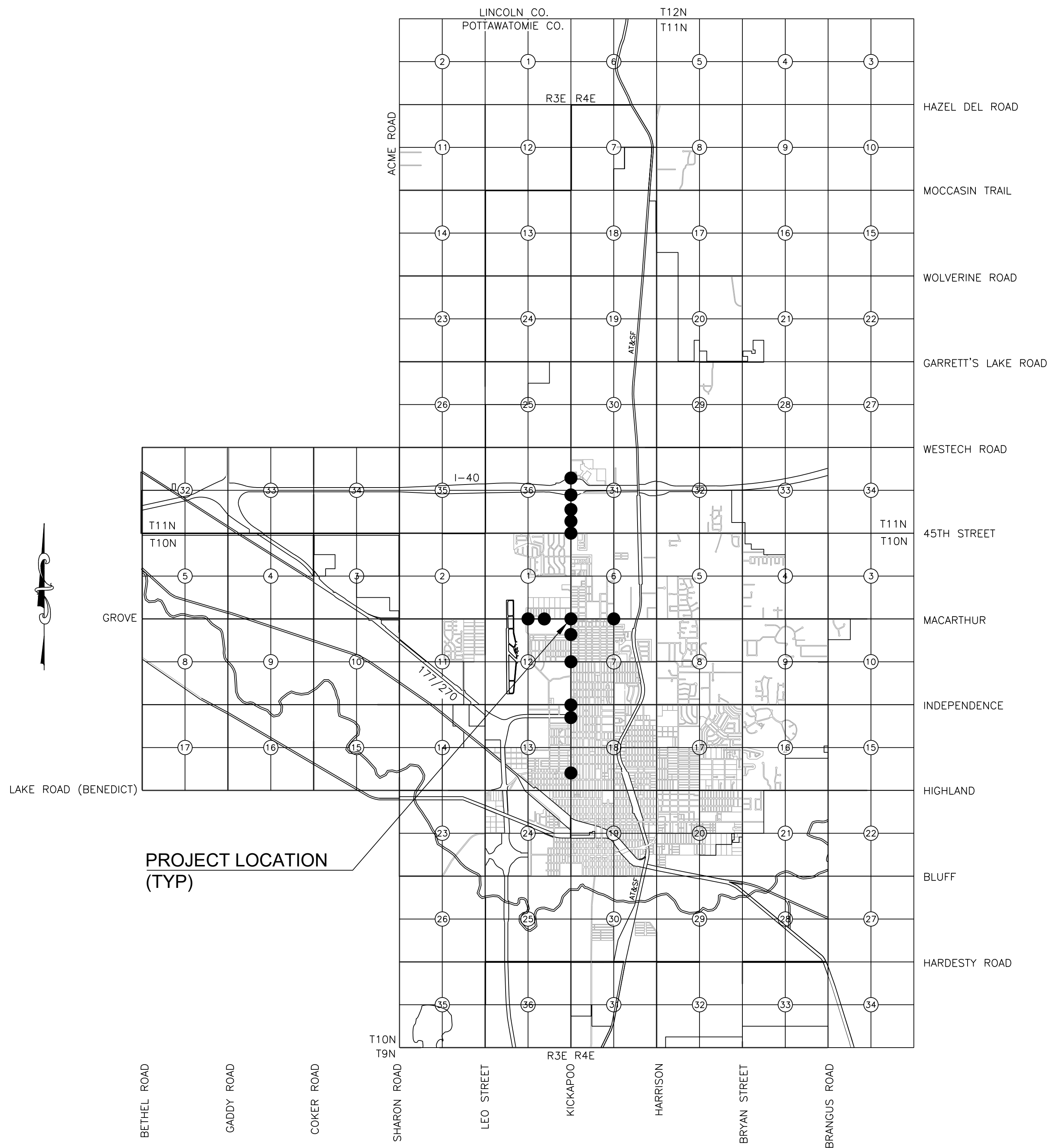
- Is the contractor responsible for traffic control? If so, can a lump sum pay item be added for Construction Traffic Control? **-A pay item for Traffic Control has been added in this addendum.**
- Can a pay item be added for Mobilization? **-A pay item for Mobilization has been added in this addendum.**
- Regarding the signal poles & footings: Which version of ODOT standards shall be used? 2009 or current? **-Project shall rely on the current version of ODOT standard T-207 issued on 9.28.18**
- Item No. 11 calls for replacement of mast arms only. Please provide the dimensions of the mast arm plate. **- This pay item has been revised to now include both pole and mast arm.**

The following revised sheets are attached:

- **Plan Sheet 1 – Title**
- **Plan Sheet 2 – Summary of Quantities**
- **Plan Sheet 3 – Signal Repair Plan 45th and Kickapoo**
- **Plan Sheet 4 – Signal Repair Plan Plaza and Kickapoo**
- **Plan Sheet 5 – Signal Repair Commercial and Kickapoo**
- **Plan Sheet 6 – Signal Repair Plan I-40 S and Kickapoo**
- **Plan Sheet 7 – Signal Repair Plan I-40 N and Kickapoo**
- **Plan Sheet 15 – Signal Repair Kickapoo Spur and Kennedy**
- **Specifications – Notice to Bidders**

END OF ADDENDUM NO. 1

TRAFFIC SIGNAL STORM DAMAGE REPAIR
EM-20230419-01



ED BOLT
MAYOR

DANIEL MATTHEWS
COMMISSIONER

DARREN RUTHERFORD
COMMISSIONER

CAMI ENGLES
COMMISSIONER

MARK SEHORN
COMMISSIONER

YANNAH FRAZIER
COMMISSIONER

LAUREN RICHTER
COMMISSIONER

ADDENDUM NO.1 12.22.23

ANDREA WECKMUELLER-BEHRINGER
CITY MANAGER

LISA LASYONE
CITY CLERK

LINDSEY MCNABB-FOX
CITY TREASURER

SHEET INDEX

SHEET NO.	DESCRIPTION
1	TITLE
2	SUMMARY OF QUANTITIES
3-19	SIGNAL REPAIR PLANS

UTILITY LOCATION NUMBERS

STATE WIDE	1-800-522-6543
OUT OF STATE	1-800-654-8249
LOCAL	1-405-273-1250

ENGINEERING DEPARTMENT

APPROVED AS FINAL PLANS:
CITY ENGINEER
DATE 12/14/23

ENGINEER OF RECORD



KYLE MORSE, P.E.
DATE 12-11-23



PLOT DATE: 1/22/2023 11:12 AM

SHAWNEE TORNAADO DAMAGE TRAFFIC SIGNAL REPAIR					KICKAPOO AVE. & E 45TH ST.	KICKAPOO AVE. & PLAZA DR.	KICKAPOO AVE. & COMMERCIAL DR.	KICKAPOO AVE. & I-40 S	KICKAPOO AVE. & I-40 N	KICKAPOO AVE. & MACARTHUR ST.	KICKAPOO AVE. & UNIVERSITY ST.	KICKAPOO AVE. & FEDERAL ST.	KICKAPOO AVE. & INDEPENDENCE ST.	KICKAPOO AVE. & KICKAPOO SPUR	KICKAPOO AVE. & BENEDICT ST.	POTTINGER AVE. & KICKAPOO SPUR	KENNEDY AVE. & KICKAPOO SPUR	POTTINGER AVE. & INDEPENDENCE ST.	RALEY DR. & MACARTHUR ST.	OBU CROSSWALK & MACARTHUR ST.	UNION AVE & MACARTHUR ST.
ITEM		DESCRIPTION	NOTES	UNIT	QUANTITY																
610(B)	5200	4" CONCRETE SIDEWALK		SY	2																
641	2110	MOBILIZATION		LSUM	1																
802(B)	320	2" PVC SCH. 40 PLASTIC CONDUIT BORED		LF	20	20															
802(B)	324	2" PVC SCH. 40 PLASTIC CONDUIT TRENCHED		LF	25																
803(A)	1210	PULL BOX (SIZE I)		EA	2	1															
803(A)	1220	PULL BOX (SIZE II)		EA	1																
804(A)	2200	STRUCTURAL CONCRETE		CY	18	4.5															
804(B)	2300	REINFORCING STEEL		LBS	2,684	671															
805(A)	3256	(PL)REMOVAL OF TRAFFIC SIGNAL EQUIPMENT	(T-1)(TR-24)	LSUM	1	1						1							4.5		
805(D)	3398	(PL)RESET LIGHT POLE	(T-2)	EA	6		1			1		1		1				1			
805(D)	3500	(PL)REMOVE & RESET OF TRAF.SIG.EQUIPMENT	(T-3)	LSUM	1		1														
806(A)	4252	32' MH POLE 40' TS & 10' LMA (G.STL)	(T-4)	EA	1							1									
806(A)	4316	POLE & 30' TS MST.ARM(G.STL) (NO POLE)	(T-5)	EA	2																
806(A)	4320	POLE & 35' TS MST.ARM(G.STL)	(T-14)	EA	2	1											2		1		
806(A)	4324	POLE & 40' TS MST.ARM(G.STL)		EA	2																
806(B)	4412	15' MTG. HT. TS PED. POLE (G.STL) (BLACK DECORATIVE, MATCH EXISTING)	(T-6)(T-14)	EA	1		1														
809(A)	7200	ROADWAY LUMINAIRE	(TL-24)	EA	2				1												
811	9130	1/C NO. 10 ELECT. COND.		UF	3,170							1									
824(C)	7400	(SP)CABINET	(T-7)	EA	1							80									
825	8100	TRAFFIC SIGNAL CONTROLLER ASSEMBLY	(T-8)(TR-10)	EA	2							1									
828	100	(PL)DETECTION SYSTEM (VIDEO)	(T-9)	LSUM	1			1										1			
830	2100	PEDESTRIAN PUSH BUTTON	(T-10)	EA	2							2									
831	3116	1WAY 2SEC. ADJ. PED. SIG. HD. S-20	(T-6)	EA	6		1														
831	3120	1WAY 3SEC. ADJ. SIG. HD. S-6	(T-6)	EA	22	2															
831	3124	1WAY 3SEC. ADJ. SIG. HD. S-9	(T-6)	EA	3	1															
831	3144	1WAY 4SEC. ADJ. SIG. HD. S-13	(T-6)	EA	4																
831	3156	1WAY 5SEC. ADJ. SIG. HD. S-19	(T-6)	EA	4				1	2		1		1							
833	5100	BACKPLATE	(T-11)	EA	53	4	1		2			3		4		1					
834(A)	6200	2/C TRAFFIC SIGNAL ELECTRICAL CABLE		UF	10							10									
834(A)	6205	5/C TRAFFIC SIGNAL ELECTRICAL CABLE		UF	620	80						110									
834(A)	6210	7/C TRAFFIC SIGNAL ELECTRICAL CABLE		UF	285	55						60									
834(A)	6225	15/C TRAFFIC SIGNAL ELECTRICAL CABLE		UF	2,470							60									
834(A)	6235	21/C TRAFFIC SIGNAL ELECTRICAL CABLE		UF	145	25						20									
834(B)	6300	2/C SHIELDED LOOP DETECTOR LEAD-IN CABLE		UF	3,632																
840(B)	300	E.P.S. OPTICAL DETECTOR	(T-12)	EA	1																
840(B)	400	E.P.S. OPTICAL DETECTOR CABLE	(T-12)	LF	80																
850(C)	1400	MAST ARM MOUNTED SIGNS (ALUM.)	(TS-6)	SF	115	30						25									
880(J)	7110	CONSTRUCTION TRAFFIC CONTROL	LSUM		1																
890	1110	(PL)TRAFFIC ITEMS	(T-13)	EA	22	2	1			3		1		1						4	6

TRAFFIC SIGNING GENERAL CONSTRUCTION NOTES

REMOVED MATERIAL TO BECOME PROPERTY OF CONTRACTOR AND IT SHALL BE DISPOSED OF IN A MANNER APPROVED BY THE ENGINEER.

THIS PROJECT SHALL BE CONSTRUCTED WITHOUT CLOSING THE EXISTING ROAD TO LOCAL AND THROUGH TRAFFIC. SEE O.D.O.T. STANDARDS AND DETAIL DRAWINGS FOR MAINTENANCE OF LOCAL AND THROUGH TRAFFIC.

ANY DAMAGE CAUSED BY THE CONTRACTOR TO ANY STRUCTURES, ROADWAY SURFACES, STRIPING, RAISED PAVEMENT MARKERS, GUARDRAIL, SLOPES, AND SIGNS SHALL BE REPAIRED AT THE CONTRACTOR'S EXPENSE TO THE SATISFACTION OF THE ENGINEER.

ALL BROKEN CONCRETE INCLUDING OLD SIGN FOOTINGS WITH STUBS, WASTE MATERIAL AND DEBRIS SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE REMOVED FROM THE LIMITS OF THE PROJECT AND DISPOSED OF IN AN AREA APPROVED BY THE ENGINEER. NO PAYMENT SHALL BE MADE FOR THE DISPOSAL OF THIS MATERIAL.

THE STATIONS AND LOCATIONS OF THE SIGN PLACEMENT, AS SHOWN ON THE PLAN SHEETS, ARE APPROXIMATE. EXACT STATIONS AND LOCATIONS SHALL BE DETERMINED BY THE CONTRACTOR SO THAT THE SIGN IS INSTALLED IN ACCORDANCE WITH DEPARTMENT STANDARDS AND THE MUTCD IN ORDER TO PROVIDE OPTIMUM VISIBILITY TO THE ONCOMING/APPROACHING MOTORIST. IF A PROPOSED LOCATION CONFLICTS WITH OTHER SIGNS, UTILITIES OR OTHER ROADWAY FEATURES, THE ENGINEER SHALL BE NOTIFIED.

POST LENGTHS SHOWN ON SIGN SUMMARY ARE APPROXIMATE, EXACT LENGTH SHALL BE DETERMINED BY FIELD SURVEY BY THE CONTRACTOR.

ALL SIGNS SHALL BE REMOVED FROM THE POSTS IN A SALVAGEABLE MANNER FOR REUSE. CARE SHALL BE TAKEN DURING REMOVAL AND TRANSPORTING TO ALLEVIATE THE DAMAGE OF MATERIALS. THE CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE CAUSED DURING THE REMOVAL OF SIGNS AND SIGN POSTS.

AFTER REMOVAL OF ANY SIGN FOOTINGS, THE HOLES SHALL BE FILLED WITH SOIL AND TAMPED AND SHAPED IN A MANNER APPROVED BY THE ENGINEER.

TRAFFIC OPERATIONS GENERAL CONSTRUCTION NOTES

THE EXISTING ROADWAY SHALL REMAIN OPEN DURING CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROPER BARRICADES, LIGHTS, AND SIGNING WITHIN THE LIMITS OF CONSTRUCTION. ALL CONSTRUCTION SIGNING WILL BE IMPLEMENTED ACCORDING TO CONSTRUCTION PLANS. CONSTRUCTION TRAFFIC CONTROL WILL BE INSTALLED IN A MANNER APPROVED BY THE ENGINEER, IN ACCORDANCE WITH CHAPTER VI OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, (CURRENT EDITION), AND COMPLIANT WITH APPLICABLE O.D.O.T. STANDARD DRAWINGS.

TRAFFIC SIGNALS PAY QUANTITY NOTES

(TR-10) THE CONTROLLER TO BE FURNISHED ON THIS PROJECT SHALL BE AN 8 PHASE VEHICLE ACTUATED SOLID STATE DIGITAL TRAFFIC SIGNAL CONTROLLER. A MINIMUM OF 16 LOAD SWITCH RECEPTACLES SHALL BE FURNISHED AND WIRED TO THE MOUNTING FRAMES. THE CONTROLLER SHALL BE CAPABLE OF PERFORMING AS SHOWN ON THE PHASE AND SEQUENCE DIAGRAM. PEDESTRIAN ISOLATION SHALL BE PROVIDED IN THE CONTROLLER CABINET. ALL N.E.M.A. FUNCTIONS SHALL TERMINATE IN THE CONTROLLER CABINET.

(TR-24) ALL TRAFFIC SIGNAL EQUIPMENT REMOVED SHALL BECOME THE PROPERTY OF THE CITY OF SHAWNEE. THE CONTRACTOR SHALL NEATLY STACK SUCH REMOVED MATERIAL AT A LOCATION ON THE JOB SITE AS DIRECTED BY THE ENGINEER. THE PRICE BID SHALL INCLUDE THE REMOVAL OF ALL FOOTINGS BELOW GROUND LEVEL OR AS DIRECTED BY THE ENGINEER. FOOTINGS TO BECOME PROPERTY OF THE CONTRACTOR.

TRAFFIC LIGHTING PAY QUANTITY NOTES

(TL-24) 2 - ROADWAY LUMINARIES SHALL BE LED FIXTURE, WITH CLEAR LAMP OF 14,000 LUMENS, 4,000K COLOR TEMPERATURE, ILLUMINATION ENGINEERING SOCIETY DISTRIBUTION AS FOLLOWS: VERTICAL = M; LATERAL = TYPE 3; CONTROL = BX-UX-GX; O.D.O.T. FIXTURE STYLE = A3. SEE STD. HLD1-2-(LATEST REVISION) AND HLD2-2-(LATEST REVISION).

TRAFFIC SIGNING PAY QUANTITY NOTES

(TS-6) SHOP DRAWINGS FOR ATTACHING SIGNS TO LIGHT AND/OR SIGNAL POLES AND MAST ARMS SHALL BE SUBMITTED TO THE TRAFFIC ENGINEER FOR APPROVAL BEFORE FABRICATION. NO HOLES SHALL BE PERMITTED IN ANY LIGHT AND/OR SIGNAL POLE OR MAST ARM. THE PRICE BID SHALL INCLUDE ALL MATERIALS, LABOR, HARDWARE AND INCIDENTALS NECESSARY TO COMPLETE THE WORK AS DESCRIBED.

ADDITIONAL TRAFFIC PAY QUANTITY NOTES

(T-1) THIS PAY ITEM INCLUDES THE REMOVAL OF TRAFFIC SIGNAL EQUIPMENT AS NOTED ON THE PLANS AT THE FOLLOWING LOCATIONS: N KICKAPOO AVE AND W 45TH ST - REMOVAL OF ANY REMAINING DAMAGED TRAFFIC SIGNAL POLE AND BASE. REMOVE TRAFFIC SIGNAL FOOTING TO 2 FEET BELOW GRADE ON THE NORTHWEST CORNER.

N KICKAPOO AVE AND W INTERSTATE PKWY - R REMOVAL OF ANY REMAINING DAMAGED TRAFFIC SIGNAL POLE AND BASE. REMOVE TRAFFIC SIGNAL FOOTING TO BELOW BASE OF SIDEWALK AND PATCH WITH 4" CONCRETE SIDEWALK ON THE SOUTHWEST CORNER.

N KICKAPOO AVE AND W FEDERAL ST - REMOVAL OF ANY REMAINING DAMAGED TRAFFIC SIGNAL POLE AND BASE ON THE SOUTHWEST CORNER.

N POTTINGER AVE AND W INDEPENDENCE ST - REMOVAL OF ANY REMAINING DAMAGED TRAFFIC SIGNAL POLE AND BASE. COMPLETE REMOVAL OF TRAFFIC SIGNAL FOOTING ON THE SOUTHEAST CORNER.

(T-2) THIS PAY ITEM INCLUDES THE ADJUSTMENT AND REPOSITIONING OF ROADWAY LUMINAIRES AND LUMINAIRE ARMS AS NOTED ON THE PLANS.

(T-3) THIS PAY ITEM INCLUDES THE REMOVAL AND RESET OF TRAFFIC SIGNAL EQUIPMENT AS NOTED ON THE PLANS AT THE FOLLOWING LOCATIONS:

N KICKAPOO AVE AND PLAZA DR - REMOVAL OF ANY REMAINING DAMAGED PEDESTRIAN SIGNAL POLE AND BASE. REMOVE AND RESET TWO (2) PEDESTRIAN PUSH BUTTONS AND SIGNS ON THE SOUTHEAST CORNER. RECONNECT NORTHBOUND VEHICLE DETECTION CAMERA.

N KICKAPOO AVE AND COMMERCIAL DR - REMOVE AND RESET ONE (1) TRAFFIC SIGNAL POLE ON THE SOUTHWEST CORNER TO FACE SOUTHBOUND TRAFFIC.

(T-4) PEDESTRIAN AND TRAFFIC SIGNAL POLES, MAST ARMS, AND BASES SHALL BE DECORATIVE STYLE WITH BLACK POWDER COATING AT THE FOLLOWING LOCATIONS:

N KICKAPOO AVE AND PLAZA DR, N KICKAPOO AVE AND W FEDERAL ST

(T-5) THIS PAY ITEM INCLUDES THE INSTALLATION OF 30' MAST ARMS ONLY.

(T-6) RED, YELLOW, AND GREEN LED TRAFFIC SIGNAL HEADS SHALL BE FURNISHED AND INSTALLED ON THIS PROJECT. THE LED TRAFFIC MODULES, LENSES, AND ALL ASSOCIATED MATERIAL AND EQUIPMENT SHALL CONFORM TO ITE VEHICLE TRAFFIC CONTROL SIGNAL HEAD (VTCSH) STANDARDS IN EFFECT AT THE TIME THE ORDER IS PLACED. LED HEADS SHALL BE CAPABLE OF OPERATING WITHOUT A REFLECTOR. LED HEADS SHALL HAVE AN 'INCANDESCENT LOOK'.

(T-7) THIS PAY ITEM INCLUDES THE INSTALLATION OF A DECORATIVE BLACK CONTROLLER CABINET. CABINET SHALL BE ECONOLITE TS2 TYPE 2. TRAFFIC SIGNAL EQUIPMENT INSTALLED IN THE TEMPORARY CABINET SHALL BE REINSTALLED IN THE NEW CABINET.

(T-8) CONTROLLER FURNISHED ON THIS PROJECT SHALL BE FULLY COMPATIBLE WITH THE SYSTEM CURRENTLY IN USE BY THE CITY OF SHAWNEE. CONTROLLER CABINET SHALL BE ECONOLITE TS2 TYPE 2 WITH EDI MMU. CONTROLLER SHALL BE ECONOLITE COBALT WITH TOUCH SCREEN, AND THE BATTERY BACKUP SYSTEM SHALL BE ALPHA TECHNOLOGIES STAND ALONE UPS SYSTEM, FXM-HP1100 UPS.

(T-9) THIS PAY ITEM INCLUDES THE REPLACEMENT OF FOUR (4) VEHICLE DETECTION CAMERAS FOR THE THREE (3) INTERSECTIONS AS SHOWN ON THE PLANS. ASSOCIATED WIRING/CABLES, CONTROLLER MODULES AND ALL OTHER NECESSARY ITEMS OF WORK FOR A COMPLETE OPERATIONAL VEHICLE DETECTION SYSTEM. VIDEO DETECTION SYSTEM SHALL BE AN ECONOLITE VISION DETECTION SYSTEM AND MUST BE FULLY COMPATIBLE WITH THE SYSTEM CURRENTLY IN USE BY THE CITY OF SHAWNEE.

(T-10) CONTRACTOR SHALL PROVIDE POLARA 2-WIRE NAVIGATOR ACCESSIBLE PEDESTRIAN PUSH BUTTONS OR APPROVED EQUAL, T10-3E PEDESTRIAN PUSH BUTTON SIGNS SHALL BE INCLUDED.

(T-11) REFLECTORIZED BACKPLATES SHALL BE SUPPLIED ON THIS PROJECT IN ACCORDANCE WITH GENERAL NOTE 4 ON O.D.O.T. STANDARD DRAWING SA-1-1-(LATEST REVISION).

(T-12) THE PRIORITY CONTROL SYSTEM SHALL INTERFACE WITH THE TRAFFIC CONTROLLER TO GIVE PREEMPTION OR PRIORITY CONTROL TO EMERGENCY VEHICLES. FOR THE EMERGENCY VEHICLES, A GREEN INDICATION SHALL BE PROVIDED FOR THE VEHICLE WITH ALL THE OTHER INDICATIONS BEING RED. PREEMPTION EQUIPMENT SHALL BE TOMAR OPTICAL DETECTOR COMPATIBLE WITH THE CITY OF SHAWNEE'S SYSTEM, OR APPROVED EQUAL.

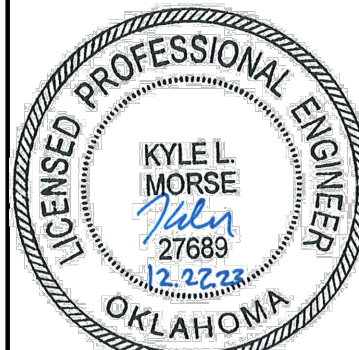
(T-13) THIS PAY ITEM INCLUDES THE REPLACEMENT OF SEVENTEEN (17) DAMAGED TRAFFIC SIGNAL HEAD VISORS AND FIVE (5) DECORATIVE TRAFFIC SIGNAL POLE TOPPERS AS NOTED ON THE PLANS. VISORS SHALL BE TYPE V-1 BLACK TUNNEL VISORS.

(T-14) THE PEDESTRIAN AND TRAFFIC SIGNAL POLES ON W. 45TH STREET AND PLAZA DRIVE SHALL BE DECORATIVE STYLE WITH BLACK POWDER COATING.

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REVISION HISTORY				100% PLANS	SUBMITTAL:
DATE	DESCRIPTION	NO.	100% PLANS		
12/22/23	ADDED NO. 1	1	12/11/2023 PROJECT NO.: EW-20230419-01 DESIGNED BY: KLM DRAWN BY: MAP/HAR APPROVED BY: KLM	AS SHOWN	

SHAWNEE TRAFFIC SIGNAL REPAIR
CITY OF SHAWNEE, OKLAHOMA

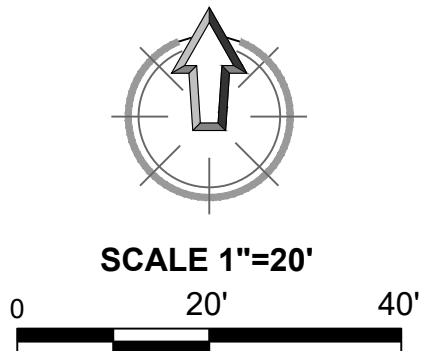
SHEET NAME

SUMMARY OF
QUANTITIES

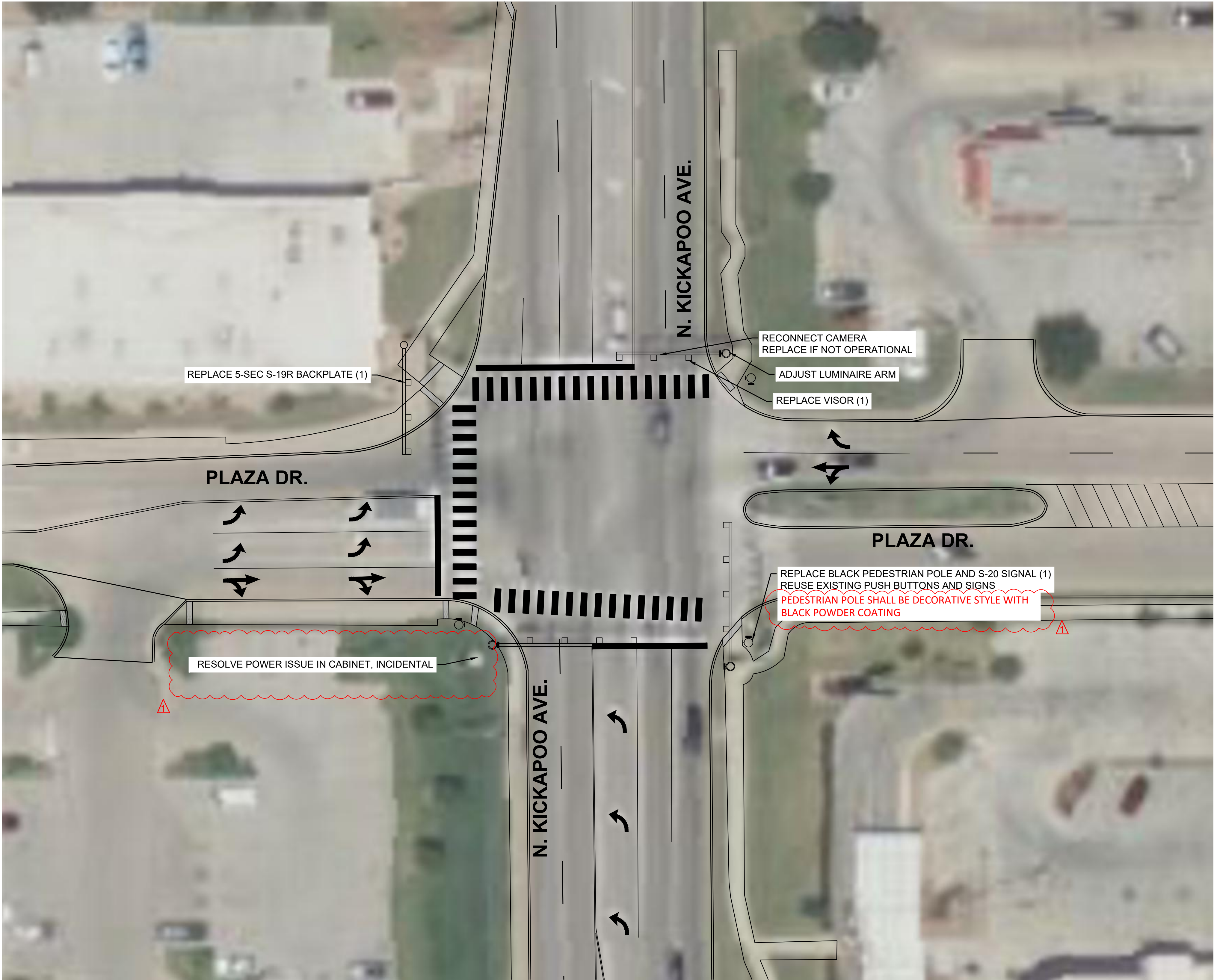
SHEET

2

1. THE CONTRACTOR SHALL CONTACT THE CITY OF SHAWNEE AND THE UTILITY COMPANIES FOR POSSIBLE UNDERGROUND EXISTING UTILITIES NOT SHOWN ON THE PLANS. THIS SHOULD BE DONE BEFORE TRENCHING OR PUSHING ELECTRICAL CONDUITS.
2. NEW SIGNAL POLE LOCATIONS SHOWN ARE APPROXIMATE. FINAL LOCATION SHALL BE VERIFIED BY THE CITY OF SHAWNEE AND THE ENGINEER.
3. PLACEMENT OF PEDESTRIAN PUSH BUTTONS AND SIGNAL HEADS ON EXISTING AND PROPOSED SIGNAL POLES SHALL BE INSTALLED SUCH THAT THE PEDESTRIAN HEADS ARE VISIBLE FROM THE CROSSWALK AND THE PUSH BUTTONS ARE ACCESSIBLE TO THE ADJACENT SIDEWALK. THE PEDESTRIAN CHAIRS SHALL BE LOCATED ON THE SIDEWALK.
4. ALL TRAFFIC SIGNAL POLES SHALL BE INSTALLED WITH ADEQUATE SEPARATION FROM EXISTING WATER AND SEWER LINES.

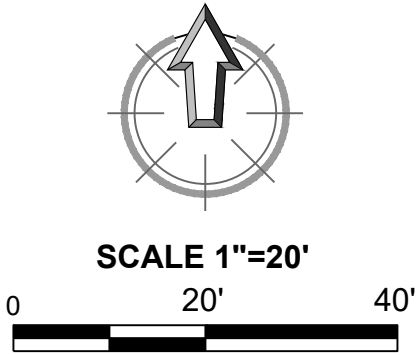


PLOT DATE: 12/27/2023 11:12 AM



NOTES:

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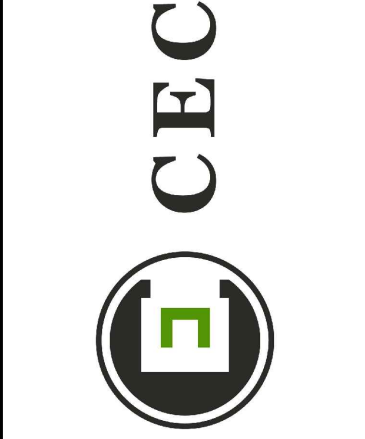
SHAWNEE TRAFFIC SIGNAL REPAIR
CITY OF SHAWNEE, OKLAHOMA

SHEET NAME
SIGNAL REPAIR
PLAN
PLAZA AND KICKAPOO
SHEET
4

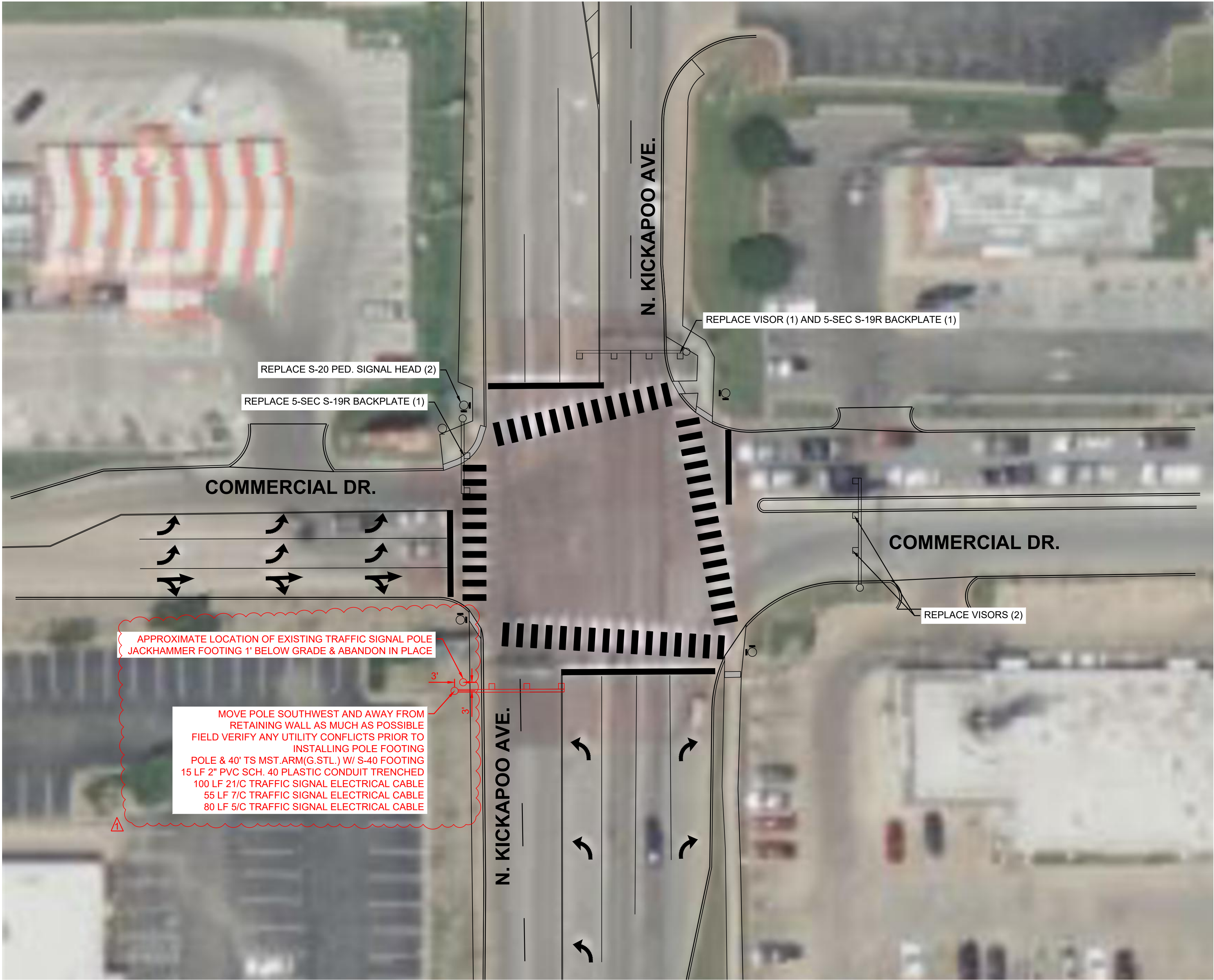
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DESIGNED BY:	KLM			
DRAWN BY:	MAIP/HAR			
APPROVED BY:	KLM			
SCALE:	AS SHOWN			



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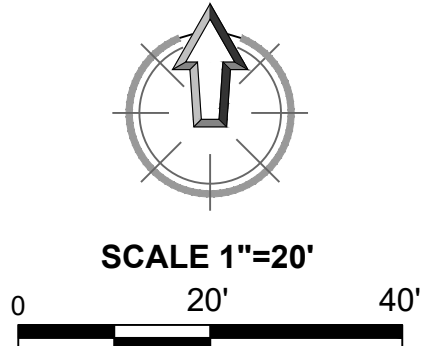


PLOT DATE: 12/27/2023 11:12 AM



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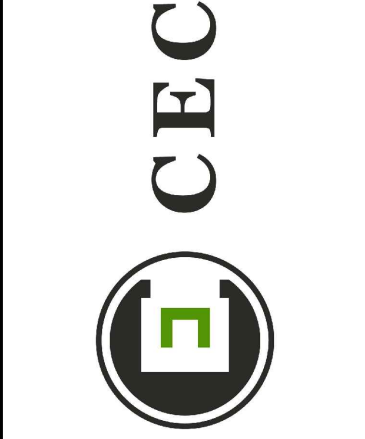
SHAWNEE TRAFFIC SIGNAL REPAIR
CITY OF SHAWNEE, OKLAHOMA

SHEET NAME
SIGNAL REPAIR
PLAN
COMMERCIAL AND
KICKAPOO
SHEET
5

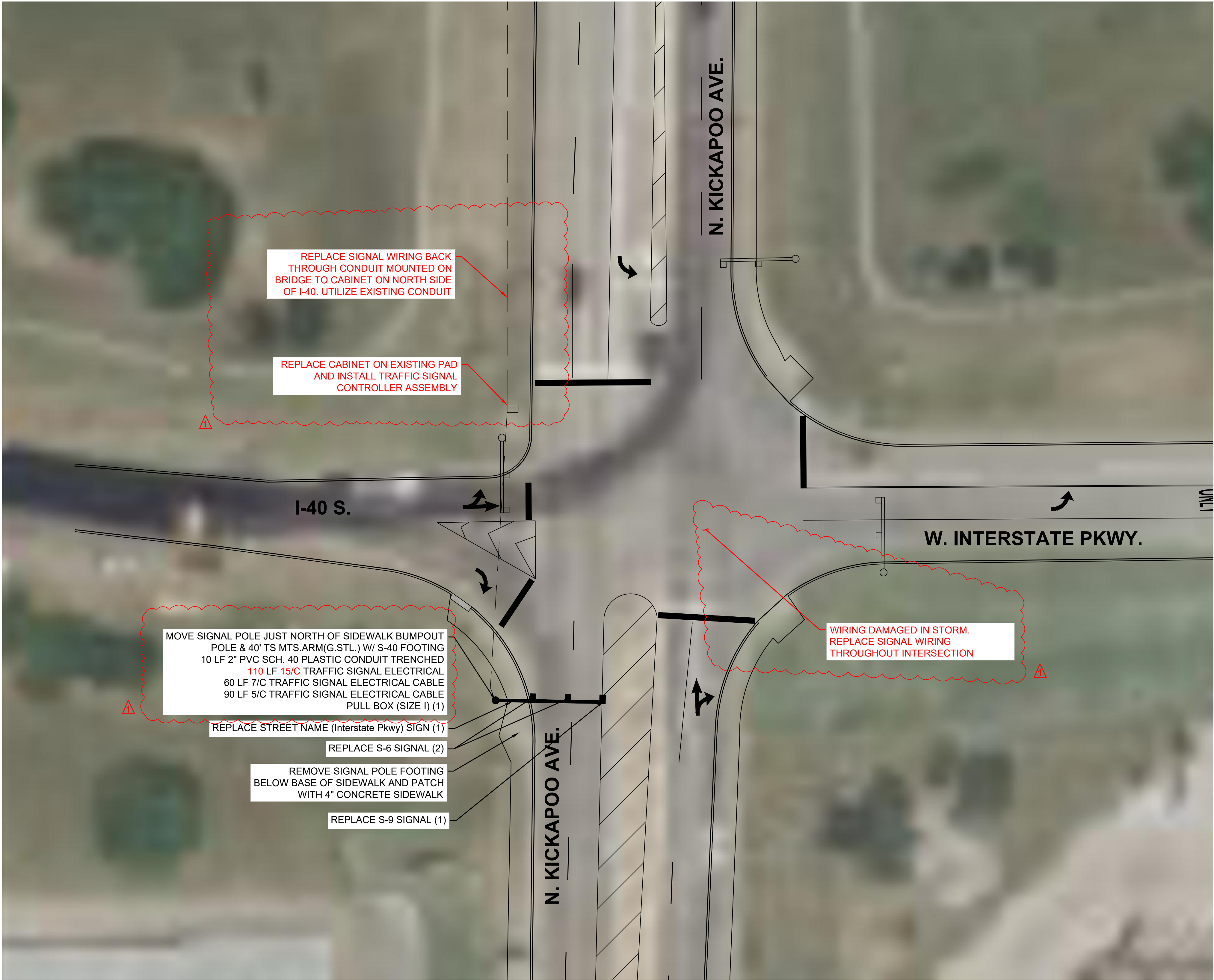
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PROJECT NO.:	EW-20230419-01		1	ADDENDUM NO. 1
DESIGNED BY:	KLM			
DRAWN BY:	MAIPHAR			
APPROVED BY:	KLM			
SCALE:	AS SHOWN			



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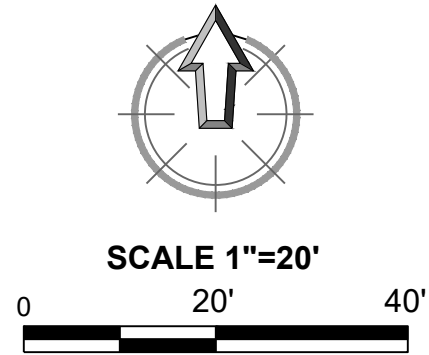


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SHAWNEE TRAFFIC SIGNAL REPAIR
CITY OF SHAWNEE, OKLAHOMA

SHEET NAME
SIGNAL REPAIR
PLAN
I-40 S AND KICKAPOO
SHEET
6



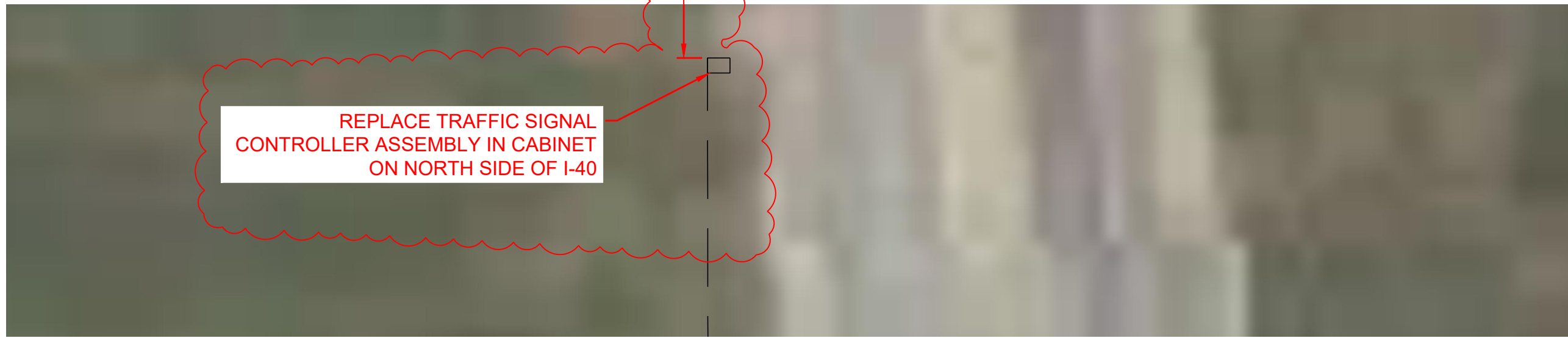
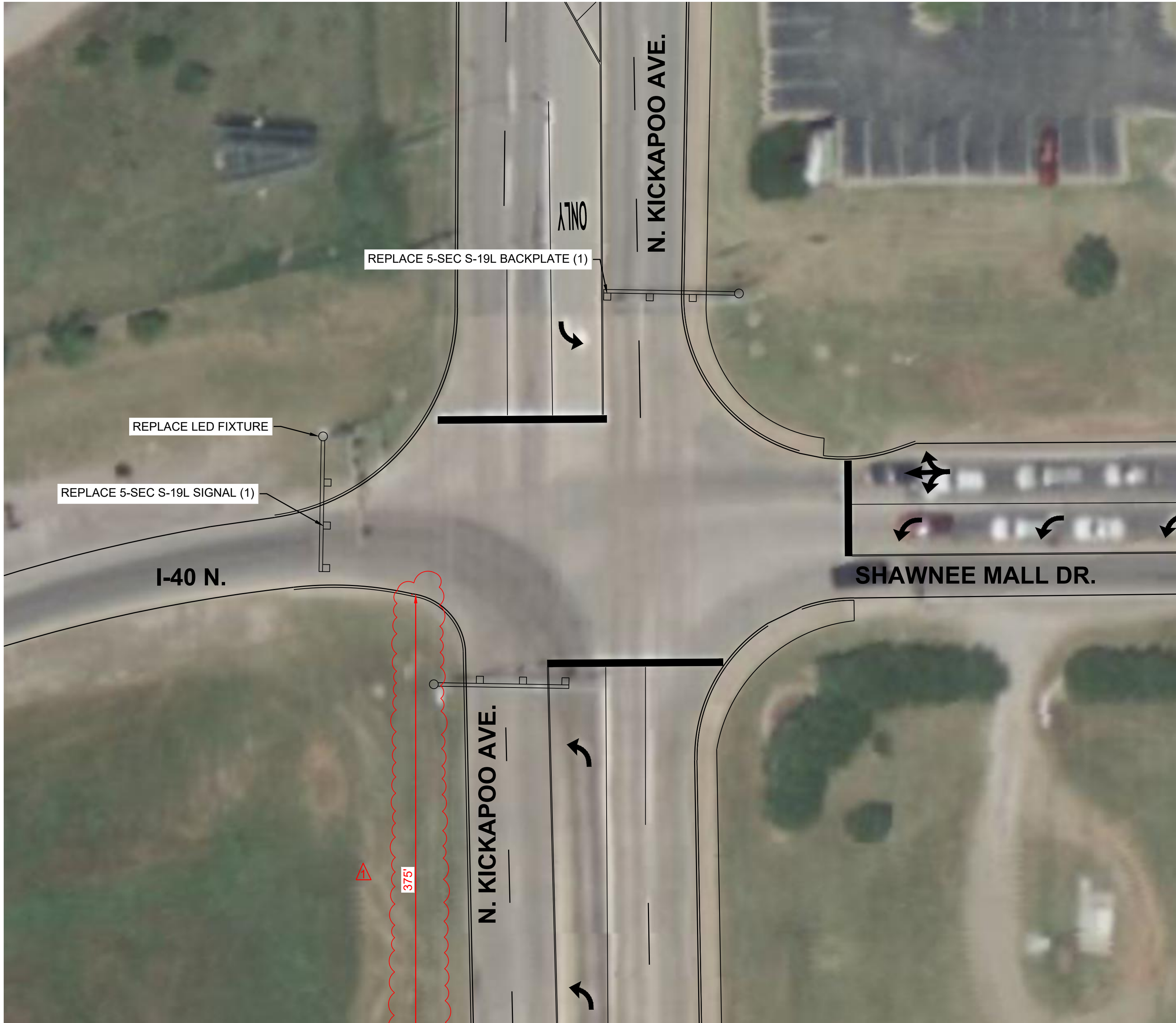
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			PROJECT NO.: EM-20230419-01
			DESIGNED BY: KLM
			DRAWN BY: MAPHAR
			APPROVED BY: KLM
			SCALE: AS SHOWN

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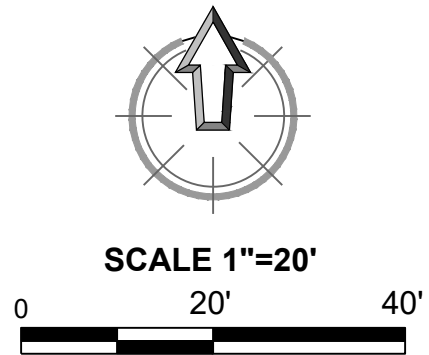
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PLOT DATE: 12/28/2023 9:00 AM



NOTES:

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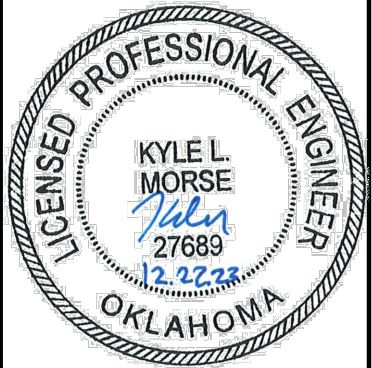


SHAWNEE TRAFFIC SIGNAL REPAIR
CITY OF SHAWNEE, OKLAHOMA

SHEET NAME
SIGNAL REPAIR
PLAN

I-40 N AND KICKAPOO
SHEET
7

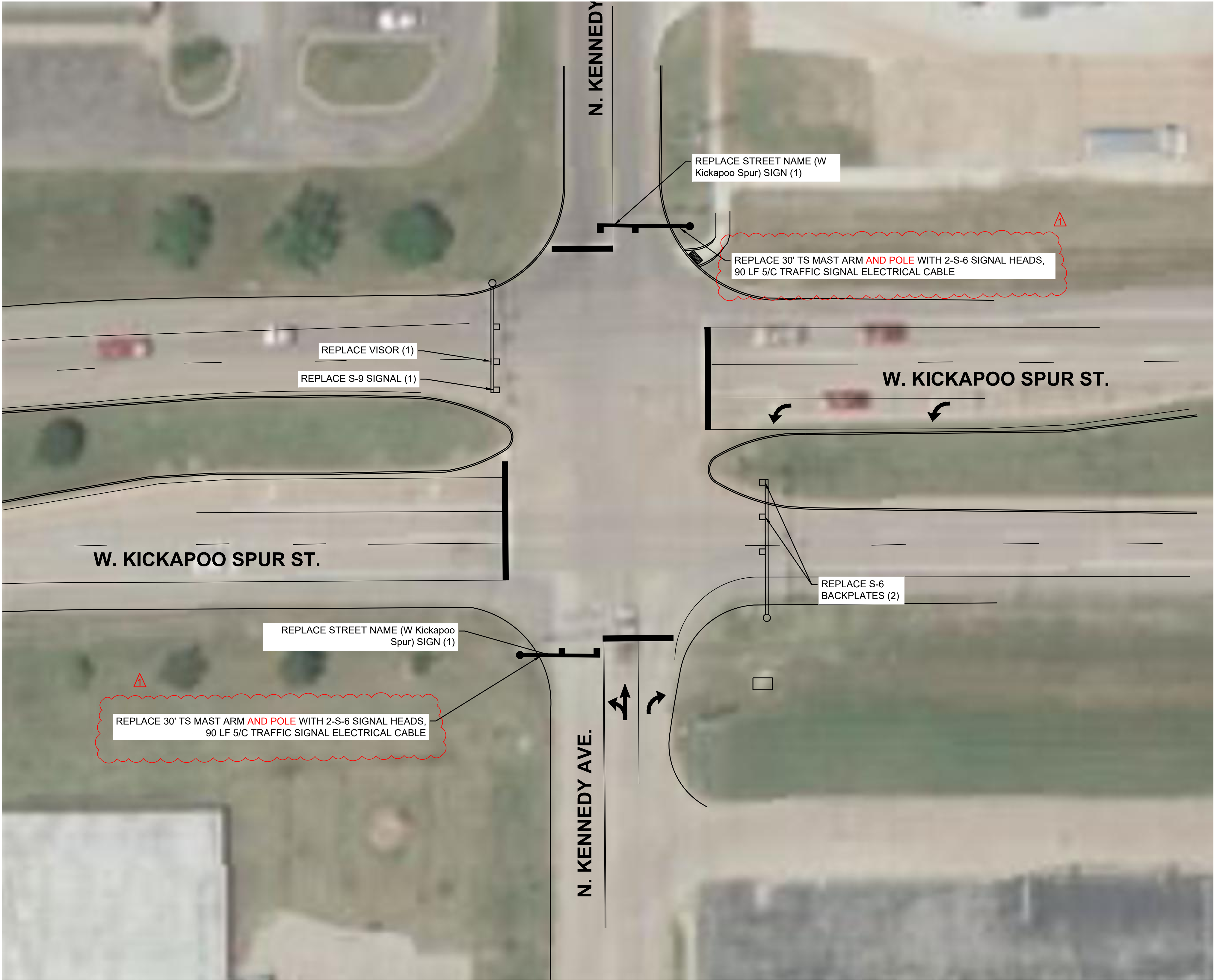
REVISION HISTORY			
SUBMITTAL:	100% PLANS	NO.	DESCRIPTION
DATE: 12/11/2023	PROJECT NO.: EM-20230419-01	1	ADDED NO. 1
DESIGNED BY: KLM	DRAWN BY: MATHIAS		
APPROVED BY: KLM	SCALE: AS SHOWN		



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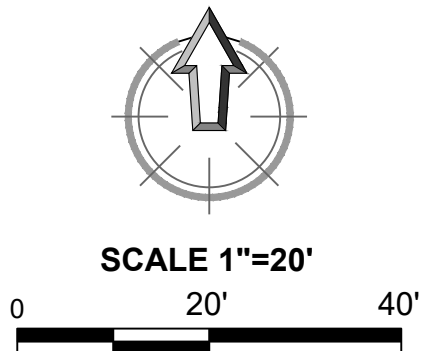


PLOT DATE: 12/27/2023 11:13 AM



NOTES:

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REVISION HISTORY			
NO.	DESCRIPTION	DATE	DATE
1	ADDENDUM NO. 1	12/22/23	

SUBMITTAL:	100% PLANS	DATE:	PROJECT NO.:	DESIGNED BY:	DRAWN BY:	APPROVED BY:	SCALE:
	12/11/2023	12/11/2023	EW-20230419-01	KLM	MAHPIAR		AS SHOWN

SHAWNEE TRAFFIC SIGNAL REPAIR
CITY OF SHAWNEE, OKLAHOMA

SHEET NAME
SIGNAL REPAIR
PLAN
KICKAPOO SPUR &
KENNEDY

SHEET
15

NOTICE TO BIDDERS:

SEALED PROPOSALS must be hand delivered to the City of Shawnee (City Clerk's Office) at 16 W. 9th St., Shawnee, OK 74801-6812, **AND WILL NOT BE ACCEPTED AFTER 3:00 p.m. ON TUESDAY, JANUARY 9, 2024.** The scheduled bid opening date is **TUESDAY, JANUARY 9, 2024.** Proposals will be publicly read aloud in the City Commission Chambers at 3:15 p.m., Central Time at the City of Shawnee at 16 W. 9th St., Shawnee, OK, for the work listed below.

TRAFFIC SIGNAL STORM DAMAGE REPAIR (EM-20230419-01) – 16 LOCATIONS IN THE VICINITY OF N. KICKAPOO AVENUE, CITY OF SHAWNEE

Each separate proposal shall be accompanied by a Certified or Cashier's Check or Bid Bond equal to 5% of the bid made payable to the order of the City of Shawnee, as a proposal guaranty. Proposal checks will be held or returned by the City.

This work will be done under the 2019 Oklahoma Standard Specifications for Highway Construction.

Plans, forms of proposal, contracts and specifications may be examined at, and purchased from:

CEC
4555 W Memorial Road
Oklahoma City, OK 73142
405-753-4200

Shawnee City Hall (City Clerk's Office)
16W. 9th St. Ste. 212
Shawnee, OK 74802
405-878-1760

Half-size Plans and Documents \$ 25.00

No refunds will be made on the above cost. The cost of the bidding document will be borne by prospective bidder. Bidder must be on the Engineer's official plan holder's list in order to receive addendums and submit a bid.

Upon award of contract to a successful bidder, the contract will be completely and correctly executed by the contractor and returned to the City within ten (10) working days from the date of award. The City will have thirty (30) working days from the date of award to complete its execution of the contract.

The City of Shawnee hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, disadvantaged business programs will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, sex, religion or national origin in consideration for an award.

The City of Shawnee reserves the right to reject any and all proposals.

A MANDATORY PRE-BID CONFERENCE WILL BE HELD AT 10:00 A.M. ON **TUESDAY, JANUARY 2, 2024 AT SHAWNEE CITY HALL.**



Andrea Weckmueller-Behringer
City Manager

THE CITY OF SHAWNEE

**TRAFFIC SIGNAL STORM DAMAGE REPAIR (EM-20230419-01)
16 LOCATIONS IN THE VICINITY OF N. KICKAPOO AVENUE
CITY OF SHAWNEE
ADDENDUM NO. 2**

Prepared by:

CEC Corporation

Certificate of Authorization No. 32
4555 W Memorial Road
Oklahoma City, OK, 73142
Telephone: 405-753-4200



Kyle Morse, P.E., Engineer of Record



Recommended for Approval



Seth Barkhimer, P.E., Director of Engineering

This Addendum No. 2 shall modify and take precedence over the original specifications and plans for the above referenced project.

This addendum consists of 13 pages.

PLANS

1. Sheet 2 – Summary of Quantities
 - a. Quantities for 4” Galvanized Steel Electrical Conduit Exposed and Liquid Tight Flexible Conduit have been added to the project.
 - b. Notes T-15 and T-16 have been added. They describe mobilization requirements and work regarding the existing 4” galvanized pipe riding on the bridge over I-40 respectively.
2. Sheet 4 – Signal Repair Plan Plaza and Kickapoo
 - a. Power issue at controller has been resolved, this work is no longer in the project scope.
3. Sheet 6 – Signal Repair Plan I-40 S and Kickapoo
 - a. Work to replace the damaged cabinet, and it’s intended function, has been clarified.
 - b. Replacement of approximately 4 LF of 4” flexible conduit is now called for at the south bridge abutment.
4. Sheet 7 – Signal Repair Plan I-40 N and Kickapoo
 - a. Replacement of approximately 4 LF of 4” flexible conduit is now called for at the north bridge abutment, which is brittle and appears to have been damaged.

SPECIFICATIONS

1. **Contract Requirements** – This sheet has been revised to increase the allotted Contract Time to be 120 calendar days. Work is expected to commence after the notice to proceed is issued from the City, but the Calendar Days will stop counting once the Contractor reaches a point where they have completed as much work as possible and are waiting on signal poles to be delivered.
2. **Schedule of Bid Items** - Updated to reflect current quantities as of the issuance of this addendum.

CLARIFICATIONS

1. **Footings Standard:** This project shall rely on the current version of ODOT standard T-207 issued on 9.28.18. The new footings/pole dimensions shall be used even if they are larger than existing footings/poles at the intersection constructed under the old standard.

The following revised sheets are attached:

- **Plan Sheet 2 – Summary of Quantities**
- **Plan Sheet 4 – Signal Repair Plan Plaza and Kickapoo**
- **Plan Sheet 6 – Signal Repair Plan I-40 S and Kickapoo**
- **Plan Sheet 7 – Signal Repair Plan I-40 N and Kickapoo**
- **Specifications – Contract Requirements**
- **Specifications - Schedule of Bid Items**

END OF ADDENDUM NO. 2

PLOT DATE: 1/30/2024 10:20 AM

SHAWNEE TORNAADO DAMAGE TRAFFIC SIGNAL REPAIR					KICKAPOO AVE. & E 45TH ST.	KICKAPOO AVE. & PLAZA DR.	KICKAPOO AVE. & COMMERCIAL DR.	KICKAPOO AVE. & I-40 S	KICKAPOO AVE. & I-40 N	KICKAPOO AVE. & MACARTHUR ST.	KICKAPOO AVE. & UNIVERSITY ST.	KICKAPOO AVE. & FEDERAL ST.	KICKAPOO AVE. & INDEPENDENCE ST.	KICKAPOO AVE. & KICKAPOO SPUR	KICKAPOO AVE. & BENEDICT ST.	POTTINGER AVE. & KICKAPOO SPUR	KENNEDY AVE. & KICKAPOO SPUR	POTTINGER AVE. & INDEPENDENCE ST.	RALEY DR. & MACARTHUR ST.	OBU CROSSWALK & MACARTHUR ST.	UNION AVE & MACARTHUR ST.
ITEM	DESCRIPTION	NOTES	UNIT	QUANTITY	Sheet 3	Sheet 4	Sheet 5	Sheet 6	Sheet 7	Sheet 8	Sheet 9	Sheet 10	Sheet 11	Sheet 12	Sheet 13	Sheet 14	Sheet 15	Sheet 16	Sheet 17	Sheet 18	Sheet 19
610(B)	5200 4" CONCRETE SIDEWALK		SY	2				2													
641	2110 MOBILIZATION	(T-15)	LSUM	270																	
802(A)	320 4" GALV STEEL ELECT. COND. EXPOSED		LF	20				135	135												
802(B)	320 2" PVC SCH. 40 PLASTIC CONDUIT BORED		LF	25	20																
802(B)	324 2" PVC SCH. 40 PLASTIC CONDUIT TRENCHED		LF	25			15	10													
802(B)	372 (PL) LIQUID TIGHT FLEXIBLE CONDUIT	(T-16)	LF	8				4	4												
803(A)	1210 PULL BOX (SIZE II)		EA	2	1			1													
804(A)	1220 4" PORT BOX (SIZE II)		EA	2																	
804(A)	2200 STRUCTURAL CONCRETE		CY	18	4.5		4.5	4.5													
804(B)	2300 REINFORCING STEEL		LBS	2,684	671		671	671									4.5	671			
805(A)	3256 (PL) REMOVAL OF TRAFFIC SIGNAL EQUIPMENT	(T-1)(TR-24)	LSUM	1	1		1	1			1			1			1				
805(D)	3308 (PL) RESET LIGHT POLE	(T-2)	EA	6						1	1										
805(D)	3300 (PL) REMOVE & RESET OF TRAF SIG EQUIPMENT	(T-3)	LSUM	1		1															
806(A)	4252 32" MH POLE 40' TS & 10' LMA (G.STL.)	(T-4)	EA	1								1									
806(A)	4316 POLE & 30' TS MST ARM(G.STL.)	(T-5)	EA	2													2				
806(A)	4320 POLE & 35' TS MST ARM(G.STL.)	(T-14)	EA	2	1																
806(A)	4324 POLE & 40' TS MST ARM(G.STL.)	(T-14)	EA	2				1										1			
806(B)	4412 15' MTG. HT. TS PED. POLE (G.STL.) (BLACK DECORATIVE, MATCH EXISTING)	(T-6)(T-14)	EA	1		1															
809(A)	7200 ROADWAY LUMINAIRE	(TL-24)	EA	2					1			1									
811	9130 1/C NO. 10 ELECT. COND.		LF	3,170				3,090				80									
824(C)	7400 (SP) CABINET	(T-7)	EA	2				1				1									
825	8100 TRAFFIC SIGNAL CONTROLLER ASSEMBLY	(T-8)(TR-10)	EA	1					1												
828	100 (PL) DETECTION SYSTEM VIDEO	(T-9)	LSUM	1							1		2						1		
830	2100 PEDESTRIAN PUSH BUTTON	(T-10)	EA	2							2										
831	3116 1WAY 2SEC. ADJ. PED. SIG. HD. S-20	(T-6)	EA	6		1	1				1	2	1								
831	3120 1WAY 2SEC. ADJ. SIG. HD. S-6	(T-6)	EA	22	2			2			2	3			1	5	4	3			
831	3124 1WAY 2SEC. ADJ. SIG. HD. S-9	(T-6)	EA	3	1			1													
831	3144 1WAY 2SEC. ADJ. SIG. HD. S-13	(T-6)	EA	4						2											
831	3156 1WAY 2SEC. ADJ. SIG. HD. S-19	(T-6)	EA	4					1				1					2			
833	5100 BACKPLATE	(T-11)	EA	53	4	1	2	3	2	3	3	3	4	1	1	6	7	9	3	4	
834(A)	6200 2/C TRAFFIC SIGNAL ELECTRICAL CABLE		LF	10								10									
834(A)	6205 5/C TRAFFIC SIGNAL ELECTRICAL CABLE		LF	620	80		80	90				110					180	80			
834(A)	6210 7/C TRAFFIC SIGNAL ELECTRICAL CABLE		LF	285	55		55	60				60						55			
834(A)	6225 15/C TRAFFIC SIGNAL ELECTRICAL CABLE		LF	2,470				2,470													
834(A)	6235 21/C TRAFFIC SIGNAL ELECTRICAL CABLE		LF	145	25		100					20									
834(B)	6300 2/C SHIELDED LOOP DETECTOR LEAD-IN CABLE		LF	3,632				3,632													
840(B)	300 E.P.S. OPTICAL DETECTOR	(T-12)	EA	1									1								
840(B)	400 E.P.S. OPTICAL DETECTOR CABLE	(T-12)	LF	80									80								
850(C)	1400 MAST ARM MOUNTED SIGNS (ALUM.)	(TS-6)	SF	115	30		10	10				25							20	15	
880(J)	7110 CONSTRUCTION TRAFFIC CONTROL		LSUM	1																	
890	1110 (PL) TRAFFIC ITEMS	(T-13)	EA	22	2	1	3			3		1	1				1			4	6

TRAFFIC SIGNALING GENERAL CONSTRUCTION NOTES

REMOVED MATERIAL TO BECOME PROPERTY OF CONTRACTOR AND IT SHALL BE DISPOSED OF IN A MANNER APPROVED BY THE ENGINEER.

THIS PROJECT SHALL BE CONSTRUCTED WITHOUT CLOSING THE EXISTING ROAD TO LOCAL AND THROUGH TRAFFIC. SEE O.D.O.T. STANDARDS AND DETAIL DRAWINGS FOR MAINTENANCE OF LOCAL AND THROUGH TRAFFIC.

ANY DAMAGE CAUSED BY THE CONTRACTOR TO ANY STRUCTURES, ROADWAY SURFACES, STRIPING, RAISED PAVEMENT MARKERS, GUARDRAIL, SLOPES, AND SIGNS SHALL BE REPAIRED AT THE CONTRACTOR'S EXPENSE TO THE SATISFACTION OF THE ENGINEER.

ALL BROKEN CONCRETE INCLUDING OLD SIGN FOOTINGS WITH STUBS, WASTE MATERIAL AND DEBRIS SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE REMOVED FROM THE LIMITS OF THE PROJECT AND DISPOSED OF IN AN AREA APPROVED BY THE ENGINEER. NO PAYMENT SHALL BE MADE FOR THE DISPOSAL OF THIS MATERIAL.

THE STATIONS AND LOCATIONS OF THE SIGN PLACEMENT, AS SHOWN ON THE PLAN SHEETS, ARE APPROXIMATE. EXACT STATIONS AND LOCATIONS SHALL BE DETERMINED BY THE CONTRACTOR SO THAT THE SIGN IS INSTALLED IN ACCORDANCE WITH DEPARTMENT STANDARDS AND THE MUTCD IN ORDER TO PROVIDE OPTIMUM VISIBILITY TO THE ONCOMING/APPROACHING MOTORIST. IF A PROPOSED LOCATION CONFLICTS WITH OTHER SIGNS, UTILITIES OR OTHER ROADWAY FEATURES, THE ENGINEER SHALL BE NOTIFIED.

POST LENGTHS SHOWN ON SIGN SUMMARY ARE APPROXIMATE, EXACT LENGTH SHALL BE DETERMINED BY FIELD SURVEY BY THE CONTRACTOR.

ALL SIGNS SHALL BE REMOVED FROM THE POSTS IN A SALVAGEABLE MANNER FOR REUSE. CARE SHALL BE TAKEN DURING REMOVAL AND TRANSPORTING TO ALLEVIATE THE DAMAGE OF MATERIALS. THE CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE CAUSED DURING THE REMOVAL OF SIGNS AND SIGN POSTS.

AFTER REMOVAL OF ANY SIGN FOOTINGS, THE HOLES SHALL BE FILLED WITH SOIL AND TAMPED AND SHAPED IN A MANNER APPROVED BY THE ENGINEER.

TRAFFIC OPERATIONS GENERAL CONSTRUCTION NOTES

THE EXISTING ROADWAY SHALL REMAIN OPEN DURING CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROPER BARRICADES, LIGHTS, AND SIGNING WITHIN THE LIMITS OF CONSTRUCTION. ALL CONSTRUCTION SIGNING WILL BE IMPLEMENTED ACCORDING TO CONSTRUCTION PLANS. CONSTRUCTION TRAFFIC CONTROL WILL BE INSTALLED IN A MANNER APPROVED BY THE ENGINEER, IN ACCORDANCE WITH CHAPTER VI OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, (CURRENT EDITION), AND COMPLIANT WITH APPLICABLE O.D.O.T. STANDARD DRAWINGS.

TRAFFIC SIGNALS PAY QUANTITY NOTES

(TR-10) THE CONTROLLER TO BE FURNISHED ON THIS PROJECT SHALL BE AN 8 PHASE VEHICLE ACTUATED SOLID STATE DIGITAL TRAFFIC SIGNAL CONTROLLER. A MINIMUM OF 16 LOAD SWITCH RECEPTACLES SHALL BE FURNISHED AND WIRED TO THE MOUNTING FRAMES. THE CONTROLLER SHALL BE CAPABLE OF PERFORMING AS SHOWN ON THE PHASE AND SEQUENCE DIAGRAM. PEDESTRIAN ISOLATION SHALL BE PROVIDED IN THE CONTROLLER CABINET. ALL N.E.M.A. FUNCTIONS SHALL TERMINATE IN THE CONTROLLER CABINET.

(TR-24) ALL TRAFFIC SIGNAL EQUIPMENT REMOVED SHALL BECOME THE PROPERTY OF THE CITY OF SHAWNEE. THE CONTRACTOR SHALL NEATLY STACK SUCH REMOVED MATERIAL AT A LOCATION ON THE JOB SITE AS DIRECTED BY THE ENGINEER. THE PRICE BID SHALL INCLUDE THE REMOVAL OF ALL FOOTINGS BELOW GROUND LEVEL OR AS DIRECTED BY THE ENGINEER. FOOTINGS TO BECOME PROPERTY OF THE CONTRACTOR.

TRAFFIC LIGHTING PAY QUANTITY NOTES

(TL-24) 2 - ROADWAY LUMINAIRES SHALL BE LED FIXTURE, WITH CLEAR LAMP OF 14,000 LUMENS, 4,000K COLOR TEMPERATURE, ILLUMINATION ENGINEERING SOCIETY DISTRIBUTION AS FOLLOWS: VERTICAL = M; LATERAL = TYPE 3; CONTROL = BX-UX-GX; O.D.O.T. FIXTURE STYLE = A3. SEE STD. HLD1-2-(LATEST REVISION) AND HLD2-2-(LATEST REVISION).

TRAFFIC SIGNING PAY QUANTITY NOTES

(TS-6) SHOP DRAWINGS FOR ATTACHING SIGNS TO LIGHT AND/OR SIGNAL POLES AND MAST ARMS SHALL BE SUBMITTED TO THE TRAFFIC ENGINEER FOR APPROVAL BEFORE FABRICATION. NO HOLES SHALL BE PERMITTED IN ANY LIGHT AND/OR SIGNAL POLE OR MAST ARM. THE PRICE BID SHALL INCLUDE ALL MATERIALS, LABOR, HARDWARE AND INCIDENTALS NECESSARY TO COMPLETE THE WORK AS DESCRIBED.

ADDITIONAL TRAFFIC PAY QUANTITY NOTES

(T-1) THIS PAY ITEM INCLUDES THE REMOVAL OF TRAFFIC SIGNAL EQUIPMENT AS NOTED ON THE PLANS AT THE FOLLOWING LOCATIONS: N KICKAPOO AVE AND W 45TH ST - REMOVAL OF ANY REMAINING DAMAGED TRAFFIC SIGNAL POLE AND BASE. REMOVE TRAFFIC SIGNAL FOOTING TO 2 FEET BELOW GRADE ON THE NORTHWEST CORNER.

N KICKAPOO AVE AND W INTERSTATE PKWY - R REMOVAL OF ANY REMAINING DAMAGED TRAFFIC SIGNAL POLE AND BASE. REMOVE TRAFFIC SIGNAL FOOTING TO BELOW BASE OF SIDEWALK AND PATCH WITH 4" CONCRETE SIDEWALK ON THE SOUTHWEST CORNER.

N KICKAPOO AVE AND W FEDERAL ST - REMOVAL OF ANY REMAINING DAMAGED TRAFFIC SIGNAL POLE AND BASE ON THE SOUTHWEST CORNER.

N POTTINGER AVE AND W INDEPENDENCE ST - REMOVAL OF ANY REMAINING DAMAGED TRAFFIC SIGNAL POLE AND BASE. COMPLETE REMOVAL OF TRAFFIC SIGNAL FOOTING ON THE SOUTHEAST CORNER.

(T-2) THIS PAY ITEM INCLUDES THE ADJUSTMENT AND REPOSITIONING OF ROADWAY LUMINAIRES AND LUMINAIRE ARMS AS NOTED ON THE PLANS.

(T-3) THIS PAY ITEM INCLUDES THE REMOVAL AND RESET OF TRAFFIC SIGNAL EQUIPMENT AS NOTED ON THE PLANS AT THE FOLLOWING LOCATIONS:

N KICKAPOO AVE AND PLAZA DR - REMOVAL OF ANY REMAINING DAMAGED PEDESTRIAN SIGNAL POLE AND BASE. REMOVE AND RESET TWO (2) PEDESTRIAN PUSH BUTTONS AND SIGNS ON THE SOUTHEAST CORNER. RECONNECT NORTHBOUND VEHICLE DETECTION CAMERA.

N KICKAPOO AVE AND COMMERCIAL DR - REMOVE AND RESET ONE (1) TRAFFIC SIGNAL POLE ON THE SOUTHWEST CORNER TO FACE SOUTHBOUND TRAFFIC.

(T-4) PEDESTRIAN AND TRAFFIC SIGNAL POLES, MAST ARMS, AND BASES SHALL BE DECORATIVE STYLE WITH BLACK POWDER COATING AT THE FOLLOWING LOCATIONS:

N KICKAPOO AVE AND PLAZA DR, N KICKAPOO AVE AND W FEDERAL ST

(T-5) THIS PAY ITEM INCLUDES THE INSTALLATION OF 30" MAST ARMS ONLY.

(T-6) RED, YELLOW, AND GREEN LED TRAFFIC SIGNAL HEADS SHALL BE FURNISHED AND INSTALLED ON THIS PROJECT. THE LED TRAFFIC MODULES, LENSES, AND ALL ASSOCIATED MATERIAL AND EQUIPMENT SHALL CONFORM TO ITE VEHICLE TRAFFIC CONTROL SIGNAL HEAD (VTCSH) STANDARDS IN EFFECT AT THE TIME THE ORDER IS PLACED. LED HEADS SHALL BE CAPABLE OF OPERATING WITHOUT A REFLECTOR. LED HEADS SHALL HAVE AN 'INCANDESCENT LOOK'.

(T-7) THIS PAY ITEM INCLUDES THE INSTALLATION OF A DECORATIVE BLACK CONTROLLER CABINET AT INTERSECTION OF KICKAPOO AVE. AND FEDERAL STREET AND A STANDARD GALVANIZED CABINET AT INTERSECTION OF KICKAPOO AVE. AND I-40 S. CABINET SHALL BE ECONOLITE TS2 TYPE 2. TRAFFIC SIGNAL EQUIPMENT INSTALLED IN THE TEMPORARY CABINET SHALL BE REINSTALLED IN THE NEW CABINET.

(T-8) CONTROLLER FURNISHED ON THIS PROJECT SHALL BE FULLY COMPATIBLE WITH THE SYSTEM CURRENTLY IN USE BY THE CITY OF SHAWNEE. CONTROLLER CABINET SHALL BE ECONOLITE TS2 TYPE 2 WITH EDI MMU. CONTROLLER SHALL BE ECONOLITE COBALT WITH TOUCH SCREEN, AND THE BATTERY BACKUP SYSTEM SHALL BE ALPHA TECHNOLOGIES STAND ALONE UPS SYSTEM, FXM-HP1100 UPS.

(T-9) THIS PAY ITEM INCLUDES THE REPLACEMENT OF FOUR (4) VEHICLE DETECTION CAMERAS FOR THE THREE (3) INTERSECTIONS AS SHOWN ON THE PLANS. ASSOCIATED WIRING/CABLES, CONTROLLER MODULES AND ALL OTHER NECESSARY ITEMS OF WORK FOR A COMPLETE OPERATIONAL VEHICLE DETECTION SYSTEM. VIDEO DETECTION SYSTEM SHALL BE AN ECONOLITE VISION DETECTION SYSTEM AND MUST BE FULLY COMPATIBLE WITH THE SYSTEM CURRENTLY IN USE BY THE CITY OF SHAWNEE.

(T-10) CONTRACTOR SHALL PROVIDE POLARA 2-WIRE NAVIGATOR ACCESSIBLE PEDESTRIAN PUSH BUTTONS OR APPROVED EQUAL, T10-3E PEDESTRIAN PUSH BUTTON SIGNS SHALL BE INCLUDED.

(T-11) REFLECTORIZED BACKPLATES SHALL BE SUPPLIED ON THIS PROJECT IN ACCORDANCE WITH GENERAL NOTE 4 ON O.D.O.T. STANDARD DRAWING SA-1-1-(LATEST REVISION).

(T-12) THE PRIORITY CONTROL SYSTEM SHALL INTERFACE WITH THE TRAFFIC CONTROLLER TO GIVE PREEMPTION OR PRIORITY CONTROL TO EMERGENCY VEHICLES. FOR THE EMERGENCY VEHICLES, A GREEN INDICATION SHALL BE PROVIDED FOR THE VEHICLE WITH ALL THE OTHER INDICATIONS BEING RED. PREEMPTION EQUIPMENT SHALL BE TOMAR OPTICAL DETECTOR COMPATIBLE WITH THE CITY OF SHAWNEE'S SYSTEM, OR APPROVED EQUAL.

(T-13) THIS PAY ITEM INCLUDES THE REPLACEMENT OF SEVENTEEN (17) DAMAGED TRAFFIC SIGNAL HEAD VISORS AND FIVE (5) DECORATIVE TRAFFIC SIGNAL POLE TOPPERS AS NOTED ON THE PLANS. VISORS SHALL BE TYPE V-1 BLACK TUNNEL VISORS. THE PEDESTRIAN AND TRAFFIC SIGNAL POLES ON W. 45TH STREET AND PLAZA DRIVE SHALL BE DECORATIVE STYLE WITH BLACK POWDER COATING.

(T-14) PRICE BID TO INCLUDE COST TO REMOBILIZE TO SITE AFTER SIGNAL POLES, AND OTHER LONG-LEADTIME ITEMS, CAN BE OBTAINED.

(T-15) PRICE BID TO INCLUDE ADDITIONAL TRAFFIC CONTROL COSTS OVER I-40 AND ALL OTHER NECESSARY APPURTENANCES TO REPLACE THE BRIDGE MOUNTED CONDUIT. ITEM ONLY TO BE USED AT ENGINEERS DISCRETION IF EXISTING CONDUIT CANNOT BE REUSED.

SHAWNEE TRAFFIC SIGNAL REPAIR
CITY OF SHAWNEE, OKLAHOMA

SHEET NAME
SUMMARY OF
QUANTITIES

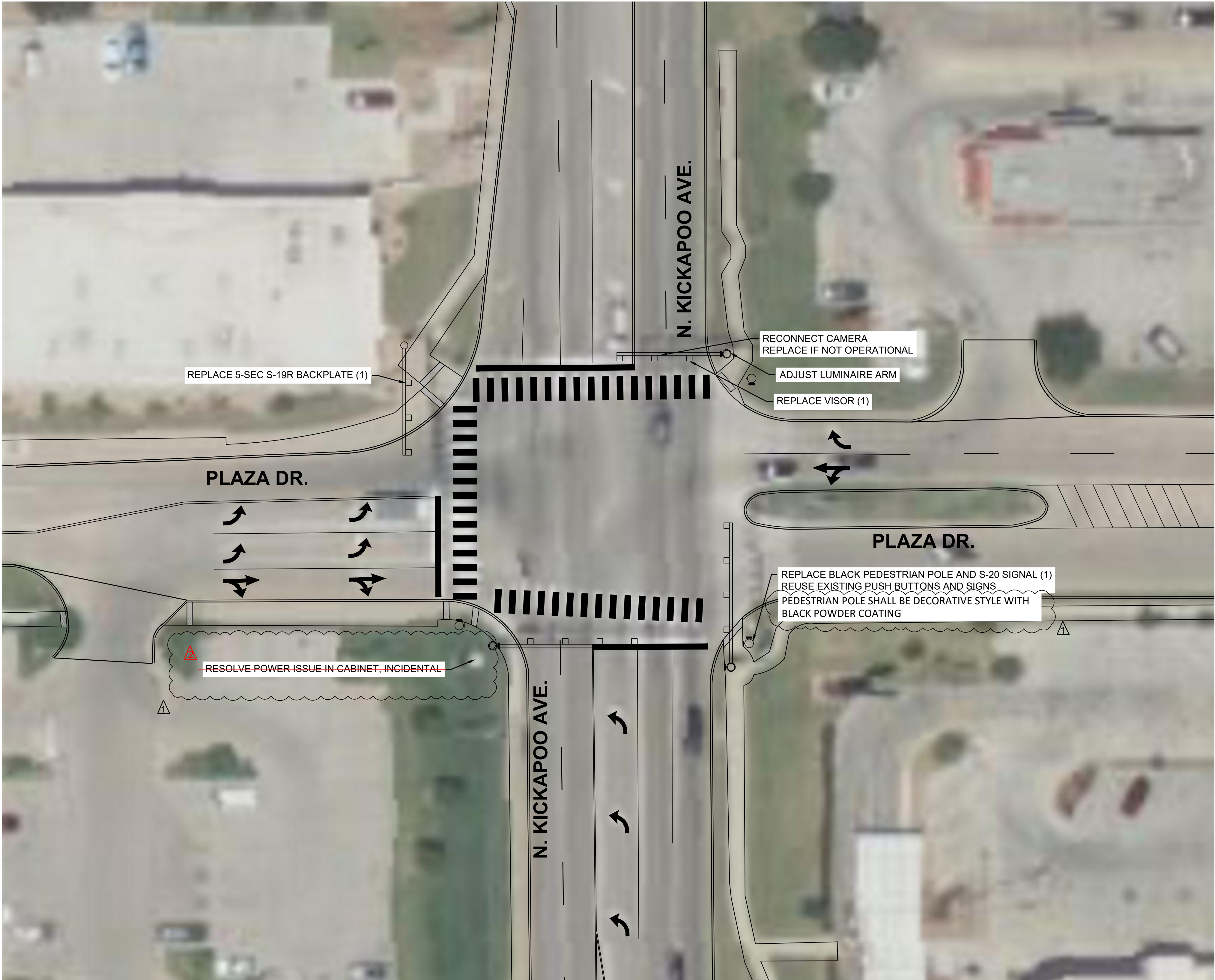
SHEET
2

100% PLANS			REVISION HISTORY	
SUBMITTAL:				
DATE:	12/11/2023	NO.	DESCRIPTION	DATE
PROJECT NO.:	EW-20230419-01	1	ADDENDUM NO. 1	12.22.23
DESIGNED BY:	KLM	2	ADDENDUM NO. 2	01.03.24
DRAWN BY:	MAP/HAR			
APPROVED BY:	KLM			
SCALE:	AS SHOWN			

CEC CORPORATION
400 N. W. 10th St., Suite 100
OKLAHOMA CITY, OKLAHOMA 73104
WWW.CONNECTCEC.COM
STATE OF OKLAHOMA
KYLE L. MORSE
27689
3-24
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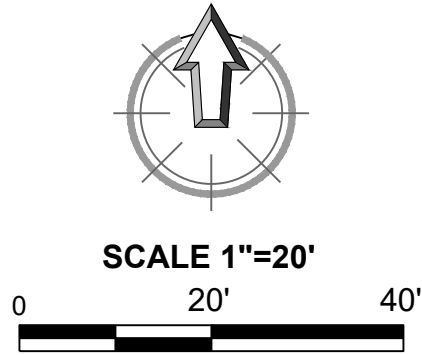


PLOT DATE: 1/30/2024 11:20 AM



NOTES:

1. THE CONTRACTOR SHALL CONTACT THE CITY OF SHAWNEE AND THE UTILITY COMPANIES FOR POSSIBLE UNDERGROUND EXISTING UTILITIES NOT SHOWN ON THE PLANS. THIS SHOULD BE DONE BEFORE TRENCHING OR PUSHING ELECTRICAL CONDUITS.
2. NEW SIGNAL POLE LOCATIONS SHOWN ARE APPROXIMATE. FINAL LOCATION SHALL BE VERIFIED BY THE CITY OF SHAWNEE AND THE ENGINEER.
3. PLACEMENT OF PEDESTRIAN PUSH BUTTONS AND SIGNAL HEADS ON EXISTING AND PROPOSED SIGNAL POLES SHALL BE INSTALLED SUCH THAT THE PEDESTRIAN HEADS ARE VISIBLE FROM THE CROSSWALK AND THE PUSH BUTTONS ARE ACCESSIBLE FROM THE ADJACENT WHEELCHAIR RAMP OR SIDEWALK.
4. ALL TRAFFIC SIGNAL POLES SHALL BE INSTALLED WITH ADEQUATE SEPARATION FROM EXISTING WATER AND SEWER LINES.



SHAWNEE TRAFFIC SIGNAL REPAIR

CITY OF SHAWNEE, OKLAHOMA

SHEET NAME

SIGNAL REPAIR

PLAN

PLAZA AND KICKAPOO

SHEET

4



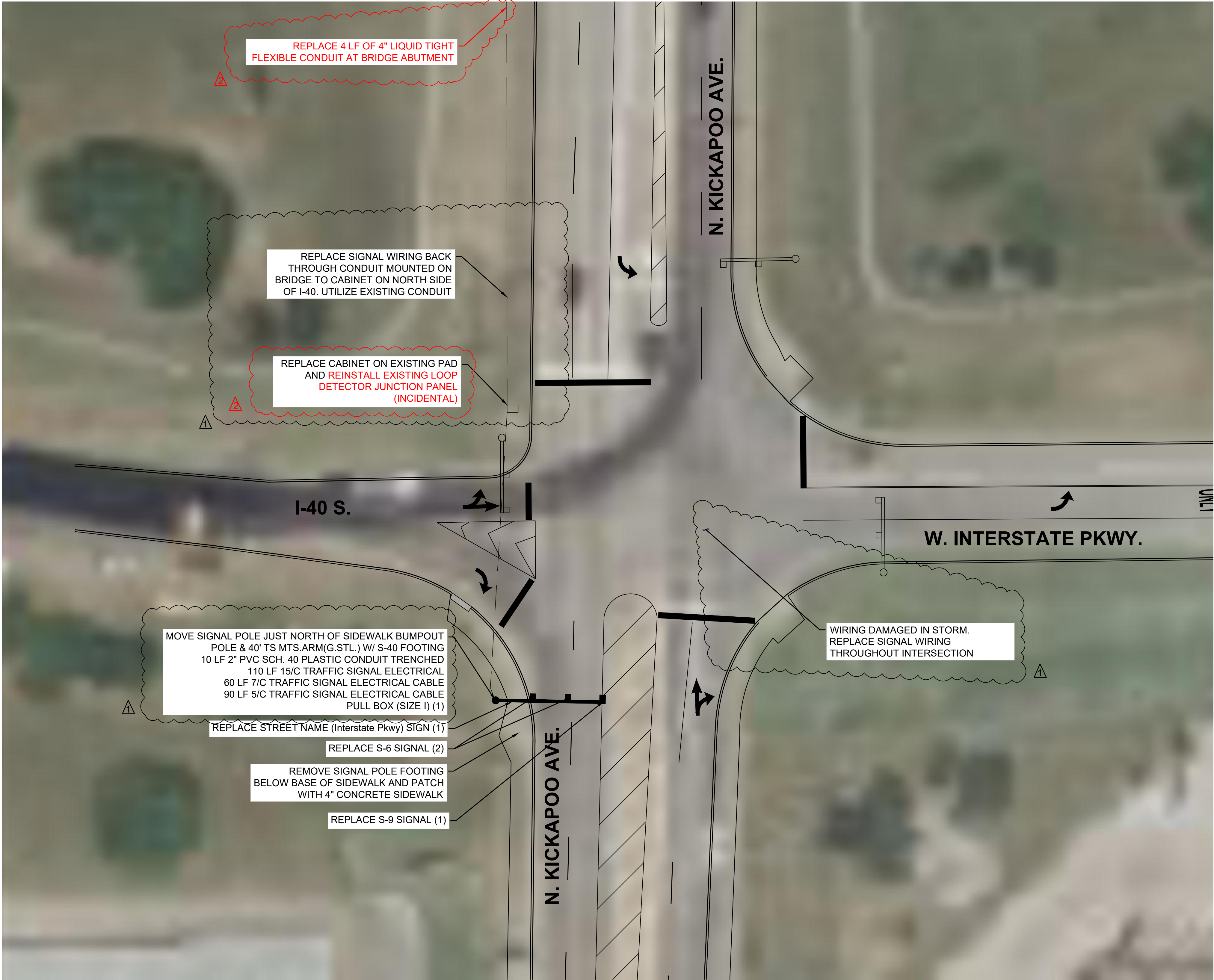
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DATE	NO.	DESCRIPTION	DATE
12.22.23	1	ADDENDUM NO. 1	01.03.24
	2	ADDENDUM NO. 2	

SUBMITTAL:	100% PLANS
DATE: 12/11/2023	
PROJECT NO.: EM-20230419-01	
DESIGNED BY: KLM	
DRAWN BY: MAP/HAR	
APPROVED BY: KLM	
SCALE: AS SHOWN	

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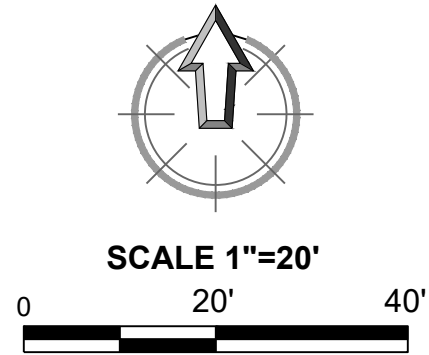
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OK 32 EXPIRES 2024-05-30
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SHAWNEE TRAFFIC SIGNAL REPAIR
CITY OF SHAWNEE, OKLAHOMA

SHEET NAME
SIGNAL REPAIR
PLAN

I-40 S AND KICKAPOO
SHEET
6

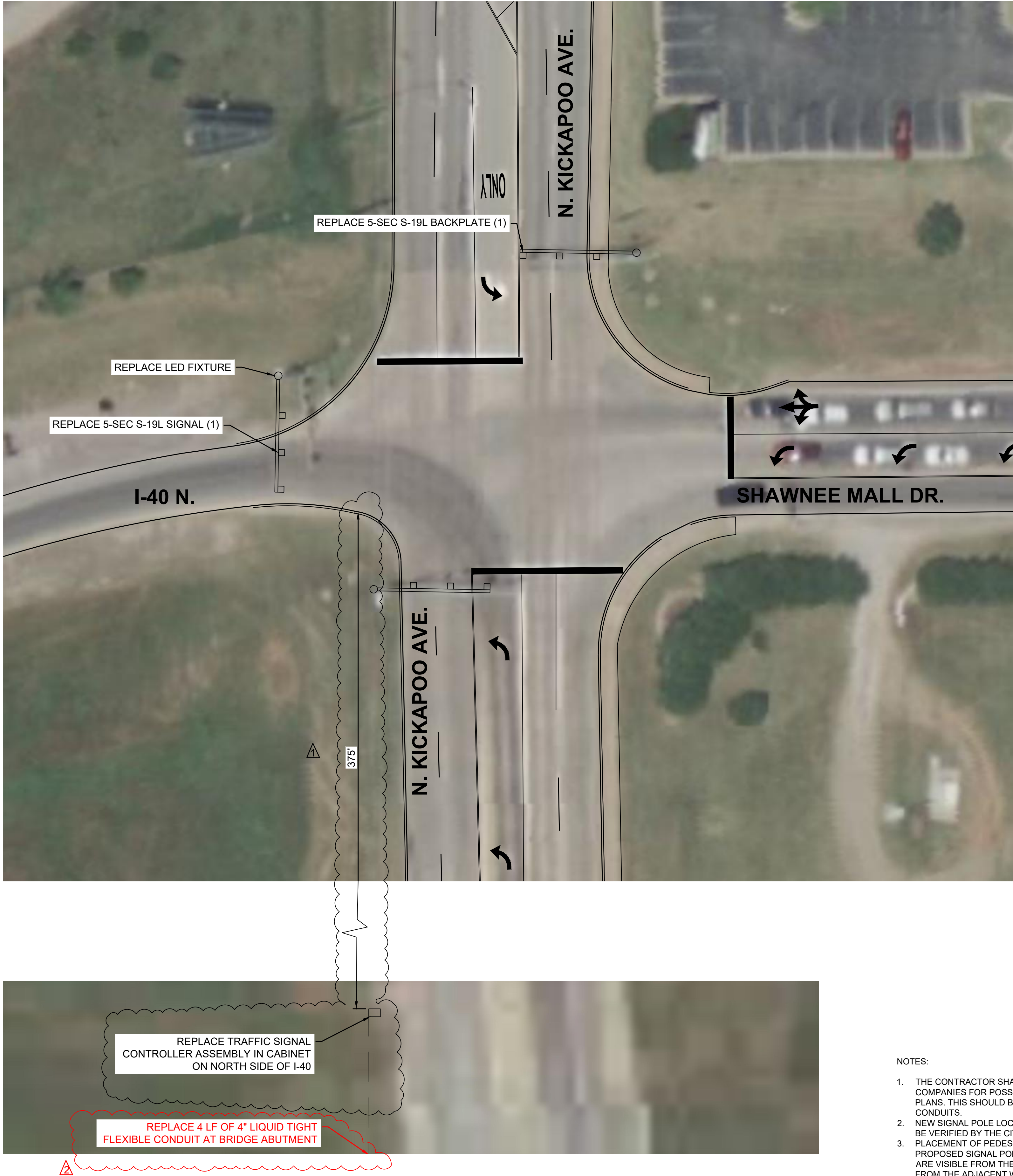
SUBMITTAL:		100% PLANS	REVISION HISTORY	
DATE:	12/11/2023	NO.	DESCRIPTION	DATE
PROJECT NO.:	EW-20230419-01	1	ADDENDUM NO. 1	12.22.23
DESIGNED BY:	KLM	2	ADDENDUM NO. 2	01.03.24
DRAWN BY:	MAIPHAR			
APPROVED BY:	KLM			
SCALE:	AS SHOWN			



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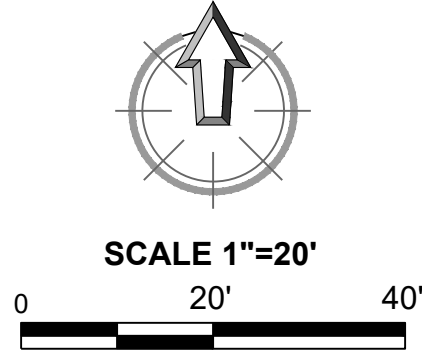


PLOT DATE: 1/30/2024 9:57 AM



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SHAWNEE TRAFFIC SIGNAL REPAIR
CITY OF SHAWNEE, OKLAHOMA

SHEET NAME
SIGNAL REPAIR
PLAN

I-40 N AND KICKAPOO
SHEET
7

SUBMITTAL:			100% PLANS			REVISION HISTORY		
DATE:	12/11/2023		NO.	DESCRIPTION	DATE			
PROJECT NO.:	EM-20230419-01		1	ADDENDUM NO. 1	12.22.23			
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APPROVED BY:	KLM							
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CITY OF SHAWNEE
CONTRACT REQUIREMENTS

TRAFFIC SIGNAL STORM DAMAGE REPAIR (EM-20230419-01) – 16 LOCATIONS IN THE VICINITY OF N. KICKAPOO AVENUE, CITY OF SHAWNEE

RATES FOR LIQUIDATED DAMAGES FOR THIS PROJECT WILL BE \$1,000.00 PER CALENDAR DAY.

CONTRACT TIME ALLOTTED FOR THIS PROJECT IS 120 CALENDAR DAYS.

ADJUSTMENTS TO CONTRACT TIME WILL BE MADE TO ACCOUNT FOR ITEMS WITH LONG DELIVERY LEAD-TIMES.

DISADVANTAGE BUSINESS ENTERPRISES: REQUIRED PARTICIPATION IS 0.00 %.

BIDS WILL BE CONSIDERED NON-RESPONSIVE AND MAY NOT BE READ IF ANY OF THE FOLLOWING THINGS ARE DONE:

- (A) Any unit price is left blank.
- (B) Any change in the unit price or the total amount that is not acknowledged by initials of the person signing the bid adjacent to each such change or alteration.
- (C) Proposal must be signed in black or blue ink by the individual in a sole proprietorship, one or more members of a partnership or a duly authorized officer of a corporation.
- (D) Proposals containing any omission.
- (E) Alterations of Proposal. All papers bound with or attached to proposal forms are necessary parts thereof and must not be detached.
- (F) Additions to Proposal.
- (G) Conditions not called for.
- (H) Conditional or alternate bids unless called for.
- (I) A clause in which the bidder reserves the right to accept or reject a Contract awarded to him.
- (J) Incomplete bids.
- (K) More than one proposal from an individual, firm, partnership, joint venture or corporation whether under the same or different name.

UNBALANCED BIDS: The City will not allow any unbalancing of unit bid prices. In this regard, the unit price bid per item shall not be less than the invoice price to the Contractor. If, in their sole opinion, the City deems the bid to be unbalanced, they reserve the right to reject such a bid.

ADDENDA TO THE CONTRACT: Any addendum form is part of this contract. The original contract documents remain in full force and effect, except as modified by addenda which shall take precedence over any contrary or conflicting provisions in the prior documents.

Each addendum must be acknowledged by signing the Receipt of Transmission sheet of the addendum. Return as instructed on the addendum transmittal form prior to submittal of your bid.

CITY OF SHAWNEE

SCHEDULE OF BID ITEMS

TRAFFIC SIGNAL STORM DAMAGE REPAIR (EM-20230419-01)
16 LOCATIONS IN THE VICINITY OF N. KICKAPOO AVENUE
CITY OF SHAWNEE

EM-20230419-01: Base Bid Items

<u>Item No.</u>	<u>Estimated Quantity</u>	<u>Unit</u>	<u>Item Description</u>	<u>Unit Price</u>	<u>Item Total</u>
1	2	SY	4" CONCRETE SIDEWALK		
				Dollars \$	\$
(Dollars per unit written)					
2	1	LSUM	MOBILIZATION		
				Dollars \$	\$
(Dollars per unit written)					
3	270	LF	4" GALV.STEEL ELECT.COND. EXPOSED		
				Dollars \$	\$
(Dollars per unit written)					
4	20	LF	2" PVC SCH. 40 PLASTIC CONDUIT BORED		
				Dollars \$	\$
(Dollars per unit written)					
5	25	LF	2" PVC SCH. 40 PLASTIC CONDUIT TRENCHED		
				Dollars \$	\$
(Dollars per unit written)					
6	8	LF	(PL)LIQUID TIGHT FLEXIBLE CONDUIT		
				Dollars \$	\$
(Dollars per unit written)					
7	2	EA	PULL BOX (SIZE I)		
				Dollars \$	\$
(Dollars per unit written)					
8	1	EA	PULL BOX (SIZE II)		
				Dollars \$	\$
(Dollars per unit written)					

<u>Item No.</u>	<u>Estimated Quantity</u>	<u>Unit</u>	<u>Item Description</u>	<u>Unit Price</u>	<u>Item Total</u>
9	18	CY	STRUCTURAL CONCRETE		
				Dollars \$ _____	\$ _____
(Dollars per unit written)					
10	2,684	LBS	REINFORCING STEEL		
				Dollars \$ _____	\$ _____
(Dollars per unit written)					
11	1	LSUM	(PL)REMOVAL OF TRAFFIC SIGNAL EQUIPMENT		
				Dollars \$ _____	\$ _____
(Dollars per unit written)					
12	6	EA	(PL)RESET LIGHT POLE		
				Dollars \$ _____	\$ _____
(Dollars per unit written)					
13	1	LSUM	(PL)REMOVE & RESET OF TRAF.SIG.EQUIPMENT		
				Dollars \$ _____	\$ _____
(Dollars per unit written)					
14	1	EA	32' MH POLE 40' TS & 10' LMA (G.STL.)		
				Dollars \$ _____	\$ _____
(Dollars per unit written)					
15	2	EA	POLE & 30' TS MST.ARM(G.STL.)		
				Dollars \$ _____	\$ _____
(Dollars per unit written)					
16	2	EA	POLE & 35' TS MST.ARM(G.STL.)		
				Dollars \$ _____	\$ _____
(Dollars per unit written)					

<u>Item No.</u>	<u>Estimated Quantity</u>	<u>Unit</u>	<u>Item Description</u>	<u>Unit Price</u>	<u>Item Total</u>
17	2	EA	POLE & 40' TS MST.ARM(G.STL.)		
				Dollars \$_____	\$ _____
				(Dollars per unit written)	
18	1	EA	15' MTG. HT. TS PED. POLE (G.STL.)(BLACK DECORATIVE)		
				Dollars \$_____	\$ _____
				(Dollars per unit written)	
19	2	EA	ROADWAY LUMINAIRE		
				Dollars \$_____	\$ _____
				(Dollars per unit written)	
20	3,170	LF	1/C NO. 10 ELECT. COND.		
				Dollars \$_____	\$ _____
				(Dollars per unit written)	
21	2	EA	(SP)CABINET		
				Dollars \$_____	\$ _____
				(Dollars per unit written)	
22	1	EA	TRAFFIC SIGNAL CONTROLLER ASSEMBLY		
				Dollars \$_____	\$ _____
				(Dollars per unit written)	
23	1	LSUM	(PL)DETECTION SYSTEM (VIDEO)		
				Dollars \$_____	\$ _____
				(Dollars per unit written)	
24	2	EA	PEDESTRIAN PUSH BUTTON		
				Dollars \$_____	\$ _____
				(Dollars per unit written)	
25	6	EA	1WAY 2SEC. ADJ. PED. SIG. HD. S-20		
				Dollars \$_____	\$ _____
				(Dollars per unit written)	

<u>Item No.</u>	<u>Estimated Quantity</u>	<u>Unit</u>	<u>Item Description</u>	<u>Unit Price</u>	<u>Item Total</u>
26	22	EA	1WAY 3SEC. ADJ. SIG. HD. S-6		
				Dollars \$	\$
(Dollars per unit written)					
27	3	EA	1WAY 3SEC. ADJ. SIG. HD. S-9		
				Dollars \$	\$
(Dollars per unit written)					
28	4	EA	1WAY 4SEC. ADJ. SIG. HD. S-13		
				Dollars \$	\$
(Dollars per unit written)					
29	4	EA	1WAY 5SEC. ADJ. SIG. HD. S-19		
				Dollars \$	\$
(Dollars per unit written)					
30	53	EA	BACKPLATE		
				Dollars \$	\$
(Dollars per unit written)					
31	10	LF	2/C TRAFFIC SIGNAL ELECTRICAL CABLE		
				Dollars \$	\$
(Dollars per unit written)					
32	620	LF	5/C TRAFFIC SIGNAL ELECTRICAL CABLE		
				Dollars \$	\$
(Dollars per unit written)					
33	285	LF	7/C TRAFFIC SIGNAL ELECTRICAL CABLE		
				Dollars \$	\$
(Dollars per unit written)					
34	2,470	LF	15/C TRAFFIC SIGNAL ELECTRICAL CABLE		
				Dollars \$	\$
(Dollars per unit written)					

<u>Item No.</u>	<u>Estimated Quantity</u>	<u>Unit</u>	<u>Item Description</u>	<u>Unit Price</u>	<u>Item Total</u>
35	145	LF	21/C TRAFFIC SIGNAL ELECTRICAL CABLE		
				Dollars \$ _____	\$ _____
			(Dollars per unit written)		
36	3,632	LF	2/C SHIELDED LOOP DETECTOR LEAD-IN CABLE		
				Dollars \$ _____	\$ _____
			(Dollars per unit written)		
37	1	EA	E.P.S. OPTICAL DETECTOR		
				Dollars \$ _____	\$ _____
			(Dollars per unit written)		
38	80	LF	E.P.S. OPTICAL DETECTOR CABLE		
				Dollars \$ _____	\$ _____
			(Dollars per unit written)		
39	115	SF	MAST ARM MOUNTED SIGNS (ALUM.)		
				Dollars \$ _____	\$ _____
			(Dollars per unit written)		
40	1	LSUM	CONSTRUCTION TRAFFIC CONTROL		
				Dollars \$ _____	\$ _____
			(Dollars per unit written)		
41	22	EA	(PL)TRAFFIC ITEMS		
				Dollars \$ _____	\$ _____
			(Dollars per unit written)		

THE CITY OF SHAWNEE

**TRAFFIC SIGNAL STORM DAMAGE REPAIR (EM-20230419-01)
16 LOCATIONS IN THE VICINITY OF N. KICKAPOO AVENUE
CITY OF SHAWNEE
ADDENDUM NO. 3**

Prepared by:

CEC Corporation

Certificate of Authorization No. 32
4555 W Memorial Road
Oklahoma City, OK, 73142
Telephone: 405-753-4200

Kyle Morse

Kyle Morse, P.E., Engineer of Record



Recommended for Approval

Seth Barkhimer

Seth Barkhimer, P.E., Director of Engineering

This Addendum No. 3 shall modify and take precedence over the original specifications and plans for the above referenced project.

This addendum consists of 3 pages.

PLANS

1. Sheet 10 – Signal Repair Plan Federal and Kickapoo
 - a. Note to replace signal pole on existing foundation if it meets current standards has been removed for clarity. Intent is to reuse the existing footing at this location.

CLARIFICATIONS

1. There are several places in the plans where it is indicated that an existing footing shall be reused. In these instances, signal poles must be manufactured to the old standard in order to match the existing footing. The requirement to follow the new ODOT T-207 standard only applies to new signal pole footing installations.

The following revised sheets are attached:

- **Plan Sheet 10 – Signal Repair Plan Federal and Kickapoo**

END OF ADDENDUM NO. 3

Plan Holder's List			
CITY OF SHAWNEE - Traffic Signal Repair - EM-20230419.01			
	Name of Company	Contact Info (Phone and Email)	Representative Name
1	TLS Group, Inc. 13305 N Sante Fe, OKC, OK 73114	405.423.0623 lmiracle@tlsokc.com	Lawson Miracle
2	Midstate Traffic Control, Inc.	405.751.6227 len@midstatetraffic.com	Len Scantling
3	Traffic Signals, Inc. Edmond, OK, 73003	405.341.3101 tsirbm@aol.com	Robert Meadors



CEC

1/10/2024

Seth Barkhimer
Director of Engineering
City of Shawnee
222 N Broadway Avenue
Shawnee, OK 74801

RE: Traffic Signal Storm Damage Repair (EM-20230419-01), Sixteen Locations

Mr. Barkhimer,

We have reviewed the bids for the above referenced project received on January 9, 2024. The apparent low bidder was **TLS Group, Inc.** at **\$533,953.50**. This bid is free of errors, and we recommend that this project be awarded to **TLS Group, Inc.** as the best and lowest bid.

Thank you for the opportunity of allowing CEC Corporation to provide the City of Shawnee engineering design services on this project. If you have any questions or require additional information, please call me at (405) 753-4644.

Thanks,

CEC Corporation

Kyle Morse, P.E.
Project Engineer

Enclosure



					TLS GROUP, INC.		MIDWEST TRAFFIC CONTROL		TRAFFIC SIGNALS INC.	
ITEM		DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
610(B)	5200	4" CONCRETE SIDEWALK	SY	2	\$ 221.00	\$ 442.00	\$ 2,500.00	\$ 5,000.00	\$ 500.00	\$ 1,000.00
641	2110	MOBILIZATION	LSUM	1	\$ 25,000.00	\$ 25,000.00	\$ 45,000.00	\$ 45,000.00	\$ 84,570.00	\$ 84,570.00
802(A)	300	4" GALV. STEEL ELECT. COND. EXPOSED	LF	270	\$ 80.00	\$ 21,600.00	\$ 85.00	\$ 22,950.00	\$ 300.00	\$ 81,000.00
802(B)	320	2" PVC SCH. 40 PLASTIC CONDUIT BORED	LF	20	\$ 45.00	\$ 900.00	\$ 100.00	\$ 2,000.00	\$ 60.00	\$ 1,200.00
802(B)	324	2" PVC SCH. 40 PLASTIC CONDUIT TRENCHED	LF	25	\$ 40.00	\$ 1,000.00	\$ 50.00	\$ 1,250.00	\$ 40.00	\$ 1,000.00
802(B)	372	(PL) LIQUID TIGHT FLEXIBLE CONDUIT	LF	8	\$ 195.00	\$ 1,560.00	\$ 25.00	\$ 200.00	\$ 300.00	\$ 2,400.00
803(A)	1210	PULL BOX (SIZE I)	EA	2	\$ 1,780.00	\$ 3,560.00	\$ 1,500.00	\$ 3,000.00	\$ 2,500.00	\$ 5,000.00
803(A)	1220	PULL BOX (SIZE II)	EA	1	\$ 1,880.00	\$ 1,880.00	\$ 2,000.00	\$ 2,000.00	\$ 2,800.00	\$ 2,800.00
804(A)	2200	STRUCTURAL CONCRETE	CY	18	\$ 1,650.00	\$ 29,700.00	\$ 1,500.00	\$ 27,000.00	\$ 1,500.00	\$ 27,000.00
804(B)	2300	REINFORCING STEEL	LBS	2,684	\$ 2.50	\$ 6,710.00	\$ 5.00	\$ 13,420.00	\$ 5.00	\$ 13,420.00
805(A)	3256	(PL) REMOVAL OF TRAFFIC SIGNAL EQUIPMENT	LSUM	1	\$ 13,660.00	\$ 13,660.00	\$ 25,000.00	\$ 25,000.00	\$ 45,000.00	\$ 45,000.00
805(D)	3308	(PL) RESET LIGHT POLE	EA	6	\$ 195.00	\$ 1,170.00	\$ 750.00	\$ 4,500.00	\$ 2,500.00	\$ 15,000.00
805(D)	3500	(PL) REMOVE & RESET OF TRAF. SIG. EQUIPMENT	LSUM	1	\$ 1,400.00	\$ 1,400.00	\$ 15,000.00	\$ 15,000.00	\$ 12,000.00	\$ 12,000.00
806(A)	4252	32' MH POLE 40' TS & 10' LMA (G.STL.)	EA	1	\$ 23,590.00	\$ 23,590.00	\$ 75,000.00	\$ 75,000.00	\$ 50,000.00	\$ 50,000.00
806(A)	4316	POLE & 30' TS MST.ARM(G.STL.)	EA	2	\$ 12,080.00	\$ 24,160.00	\$ 65,000.00	\$ 130,000.00	\$ 40,000.00	\$ 80,000.00
806(A)	4320	POLE & 35' TS MST.ARM(G.STL.)	EA	2	\$ 32,750.00	\$ 65,500.00	\$ 70,000.00	\$ 140,000.00	\$ 42,500.00	\$ 85,000.00
806(A)	4324	POLE & 40' TS MST.ARM(G.STL.)	EA	2	\$ 30,480.00	\$ 60,960.00	\$ 75,000.00	\$ 150,000.00	\$ 45,000.00	\$ 90,000.00
806(B)	4412	15' MTG. HT. TS PED. POLE (G.STL.) (BLACK DECORATIVE, MATCH EXISTING)	EA	1	\$ 1,590.00	\$ 1,590.00	\$ 10,500.00	\$ 10,500.00	\$ 6,500.00	\$ 6,500.00
809(A)	7200	ROADWAY LUMINAIRE	EA	2	\$ 955.00	\$ 1,910.00	\$ 8,500.00	\$ 17,000.00	\$ 950.00	\$ 1,900.00
811	9130	1/C NO. 10 ELECT. COND.	LF	3,170	\$ 2.30	\$ 7,291.00	\$ 4.00	\$ 12,680.00	\$ 3.00	\$ 9,510.00
824(C)	7400	(SP) CABINET	EA	2	\$ 25,700.00	\$ 51,400.00	\$ 28,000.00	\$ 56,000.00	\$ 37,500.00	\$ 75,000.00
825	8100	TRAFFIC SIGNAL CONTROLLER ASSEMBLY	EA	1	\$ 17,880.00	\$ 17,880.00	\$ 37,000.00	\$ 37,000.00	\$ 35,500.00	\$ 35,500.00
828	100	(PL) DETECTION SYSTEM (VIDEO)	LSUM	1	\$ 54,430.00	\$ 54,430.00	\$ 55,000.00	\$ 55,000.00	\$ 187,500.00	\$ 187,500.00
830	2100	PEDESTRIAN PUSH BUTTON	EA	2	\$ 1,100.00	\$ 2,200.00	\$ 1,500.00	\$ 3,000.00	\$ 5,000.00	\$ 10,000.00
831	3116	1WAY 2SEC. ADJ. PED. SIG. HD. S-20	EA	6	\$ 775.00	\$ 4,650.00	\$ 900.00	\$ 5,400.00	\$ 1,000.00	\$ 6,000.00
831	3120	1WAY 3SEC. ADJ. SIG. HD. S-6	EA	22	\$ 835.00	\$ 18,370.00	\$ 950.00	\$ 20,900.00	\$ 1,000.00	\$ 22,000.00
831	3124	1WAY 3SEC. ADJ. SIG. HD. S-9	EA	3	\$ 835.00	\$ 2,505.00	\$ 950.00	\$ 2,850.00	\$ 1,200.00	\$ 3,600.00
831	3144	1WAY 4SEC. ADJ. SIG. HD. S-13	EA	4	\$ 975.00	\$ 3,900.00	\$ 1,300.00	\$ 5,200.00	\$ 1,500.00	\$ 6,000.00
831	3156	1WAY 5SEC. ADJ. SIG. HD. S-19	EA	4	\$ 1,280.00	\$ 5,120.00	\$ 1,600.00	\$ 6,400.00	\$ 2,000.00	\$ 8,000.00
833	5100	BACKPLATE	EA	53	\$ 235.00	\$ 12,455.00	\$ 375.00	\$ 19,875.00	\$ 300.00	\$ 15,900.00
834(A)	6200	2/C TRAFFIC SIGNAL ELECTRICAL CABLE	LF	10	\$ 2.30	\$ 23.00	\$ 4.00	\$ 40.00	\$ 5.00	\$ 50.00
834(A)	6205	5/C TRAFFIC SIGNAL ELECTRICAL CABLE	LF	620	\$ 6.00	\$ 3,720.00	\$ 7.00	\$ 4,340.00	\$ 7.00	\$ 4,340.00
834(A)	6210	7/C TRAFFIC SIGNAL ELECTRICAL CABLE	LF	285	\$ 7.00	\$ 1,995.00	\$ 9.00	\$ 2,565.00	\$ 9.00	\$ 2,565.00
834(A)	6225	15/C TRAFFIC SIGNAL ELECTRICAL CABLE	LF	2,470	\$ 7.50	\$ 18,525.00	\$ 15.00	\$ 37,050.00	\$ 16.00	\$ 39,520.00
834(A)	6235	21/C TRAFFIC SIGNAL ELECTRICAL CABLE	LF	145	\$ 13.00	\$ 1,885.00	\$ 20.00	\$ 2,900.00	\$ 20.00	\$ 2,900.00
834(B)	6300	2/C SHIELDED LOOP DETECTOR LEAD-IN CABLE	LF	3,632	\$ 2.25	\$ 8,172.00	\$ 4.00	\$ 14,528.00	\$ 5.00	\$ 18,160.00
840(B)	300	E.P.S. OPTICAL DETECTOR	EA	1	\$ 1,300.00	\$ 1,300.00	\$ 2,500.00	\$ 2,500.00	\$ 1,271.00	\$ 1,271.00
840(B)	400	E.P.S. OPTICAL DETECTOR CABLE	LF	80	\$ 6.10	\$ 488.00	\$ 5.00	\$ 400.00	\$ 5.00	\$ 400.00
850(C)	1400	MAST ARM MOUNTED SIGNS (ALUM.)	SF	115	\$ 53.50	\$ 6,152.50	\$ 90.00	\$ 10,350.00	\$ 100.00	\$ 11,500.00
880(J)	7110	CONSTRUCTION TRAFFIC CONTROL	LSUM	1	\$ 17,500.00	\$ 17,500.00	\$ 22,500.00	\$ 22,500.00	\$ 17,400.00	\$ 17,400.00
890	1110	(PL) TRAFFIC ITEMS	EA	22	\$ 350.00	\$ 7,700.00	\$ 600.00	\$ 13,200.00	\$ 1,000.00	\$ 22,000.00
					TOTAL:	\$ 533,953.50		\$ 1,023,498.00	TOTAL:	\$ 1,103,906.00
					Free of Errors		Missing Signatures		Missing Signatures, arithmetic errors	

The Apparent low bidder is TLS Group, Inc. in the amount of \$533,953.50

Bids Verified By: Kyle L. Morse Date: 1/10/24





Finance Department
16 W. 9th St.
Shawnee, OK 74801
ShawneeOK.org

Date: January 16, 2024
To: City Commission
From: Lindsey McNabb-Fox, Finance Director
Subject: January 2024 Sales and Use Tax Deposit

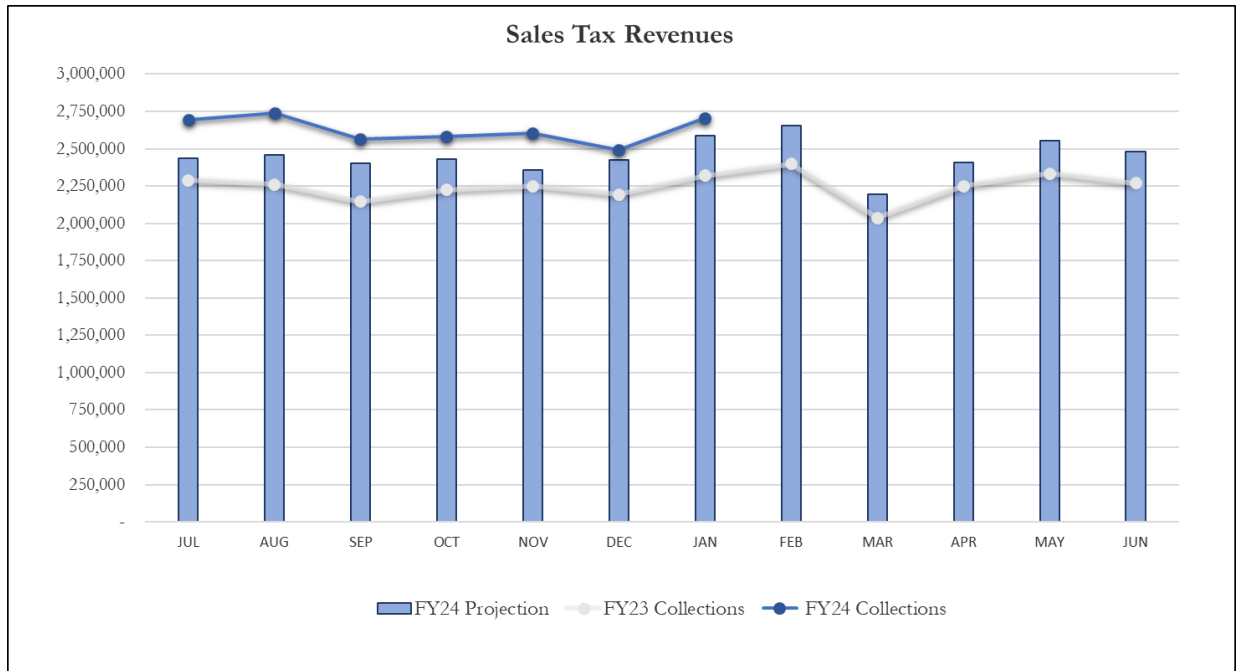
Background: The Oklahoma Tax Commission (the “OTC”) collects and enforces collection of sales and use taxes, including special earmarked taxes such as alcohol and tobacco, for the entities responsible for remitting taxes to the City of Shawnee. Entities with monthly tax liabilities exceeding \$2,500 are required to remit tax estimates each month by the 20th; in addition, entities are required to report their final tax collections for the previous month along with a final payment of taxes for the previous month on the 20th. To summarize, tax collections remitted to the City of Shawnee by the OTC in January consists of December estimates and November final reported collections. Any taxes collected for months prior to November will include accrued late penalties and interest.

- Sales Tax Collection Allocated by Fund - The January sales tax deposit was \$2,705,137.29 including interest of \$3,448.35, to be allocated as follows:

<u>Fund</u>	<u>Allocation</u>
General Fund	\$ 1,352,568.65
2018 Capital Improvements Fund	338,142.16
Capital Improvements Fund	262,060.17
Street Improvements Fund	295,874.39
Economic Development Fund	33,814.22
Police Sales Tax Fund	42,267.77
Fire Sales Tax Fund	42,267.77
2023 Capital Improvements Fund	338,142.16
Total Sales Taxes Collected	<u>\$ 2,705,137.29</u>

- Finance Department Report - Sales and use tax collections totaled \$3,093,087.29 for January 2024. Sales tax projections are based on an average of the most recent three years of sales tax history. For the year, sales tax collections are up \$1,294,805 or 7.5%, over the projected budget year-to-date, across 8 funds. Use tax collections are up \$403,297 or 18.8%, above the projected budget year-to-date.

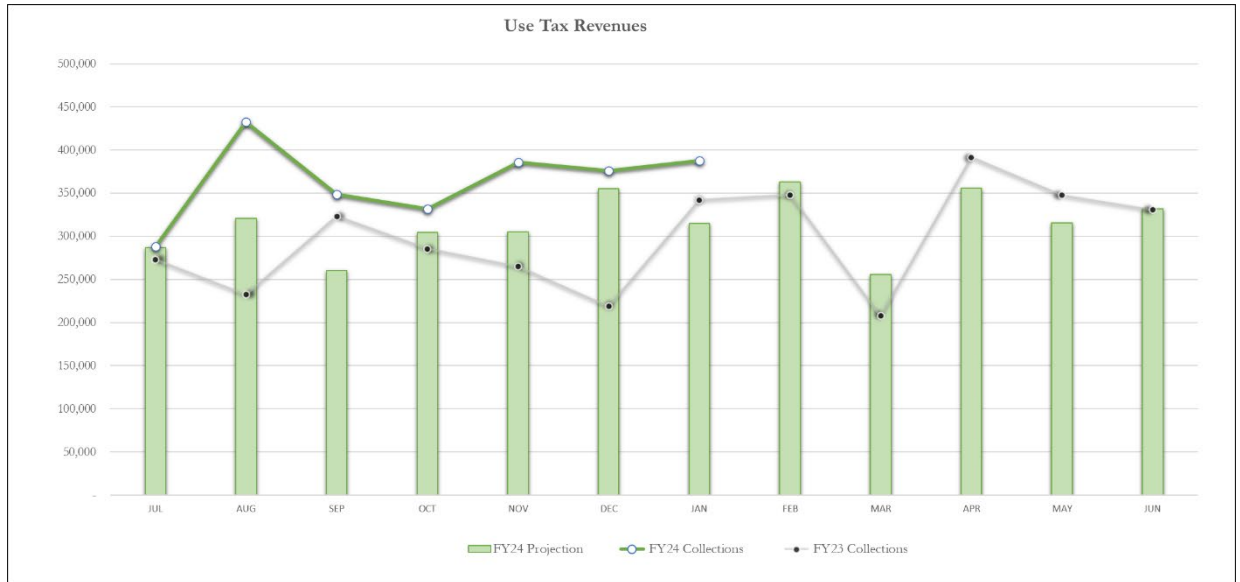
○ Fiscal Year 2024 Sales Tax Collections and Performance:



	<u>Projected Budget</u>	<u>Actual</u>	<u>Amount Variance</u>	<u>Percentage Variance</u>	
Sales Tax Receipts - January 2024	\$ 2,587,689	\$ 2,705,137	\$ 117,448	4.54%	
Sales Tax Receipts (year-to-date):	\$ 17,090,733	\$ 18,385,538	\$ 1,294,805	7.58%	
	<u>January 2023</u>	<u>January 2024</u>	<u>Amount Variance</u>	<u>Percentage Variance</u>	<u>% Variance w/ Rate Normalization</u>
Sales Tax Receipts (vs Prior Year):	\$ 2,318,127	\$ 2,705,137	\$ 387,011	16.69%	2.11%
	<u>Year To Date FY 2023</u>	<u>Year To Date FY 2024</u>	<u>Amount Variance</u>	<u>Percentage Variance</u>	<u>% Variance w/ Rate Normalization</u>
Sales Tax Receipts (vs Prior Year):	\$ 15,675,331	\$ 18,385,538	\$ 2,710,207	17.29%	2.63%

* City's Sales & Use Tax Rate increased from 3.5% to 4% effective April 1, 2023. The table above shows a “% Variance with Rate Normalization” to compare the change in actual tax collections by removing the 0.5% rate increase.

○ Fiscal Year 2024 Use Tax Collections and Performance:



	Projected Budget	Actual	Amount Variance	Percentage Variance	
Use Tax Receipts (Jan 2024):	\$ 314,704	\$ 387,950	\$ 73,246	23.27%	
Use Tax Receipts (year-to-date):	\$ 2,147,702	\$ 2,550,999	\$ 403,297	18.78%	

	Jan 2023	Jan 2024	Amount Variance	Percentage Variance	% Variance w/ Rate Normalization
Use Tax Receipts (vs Prior Year):	\$ 342,150	\$ 387,950	\$ 45,800	13.39%	-0.79%

	Year To Date FY 2023	Year To Date FY 2024	Amount Variance	Percentage Variance	% Variance w/ Rate Normalization
Use Tax Receipts (vs Prior Year):	\$ 1,939,899	\$ 2,550,999	\$ 611,100	31.50%	15.06%

* City's Sales & Use Tax Rate increased from 3.5% to 4% effective April 1, 2023. The table above shows a “% Variance with Rate Normalization” to compare the change in actual tax collections by removing the 0.5% rate increase.

○ Fiscal Year 2024 – General Fund Sales & Use Tax – Above Projections:

General Fund Projections (year-to-date)

Sales Tax Above/(Below) Projections: \$ 646,380

Use Tax Above/(Below) Projections: \$ 403,297

Appropriated:

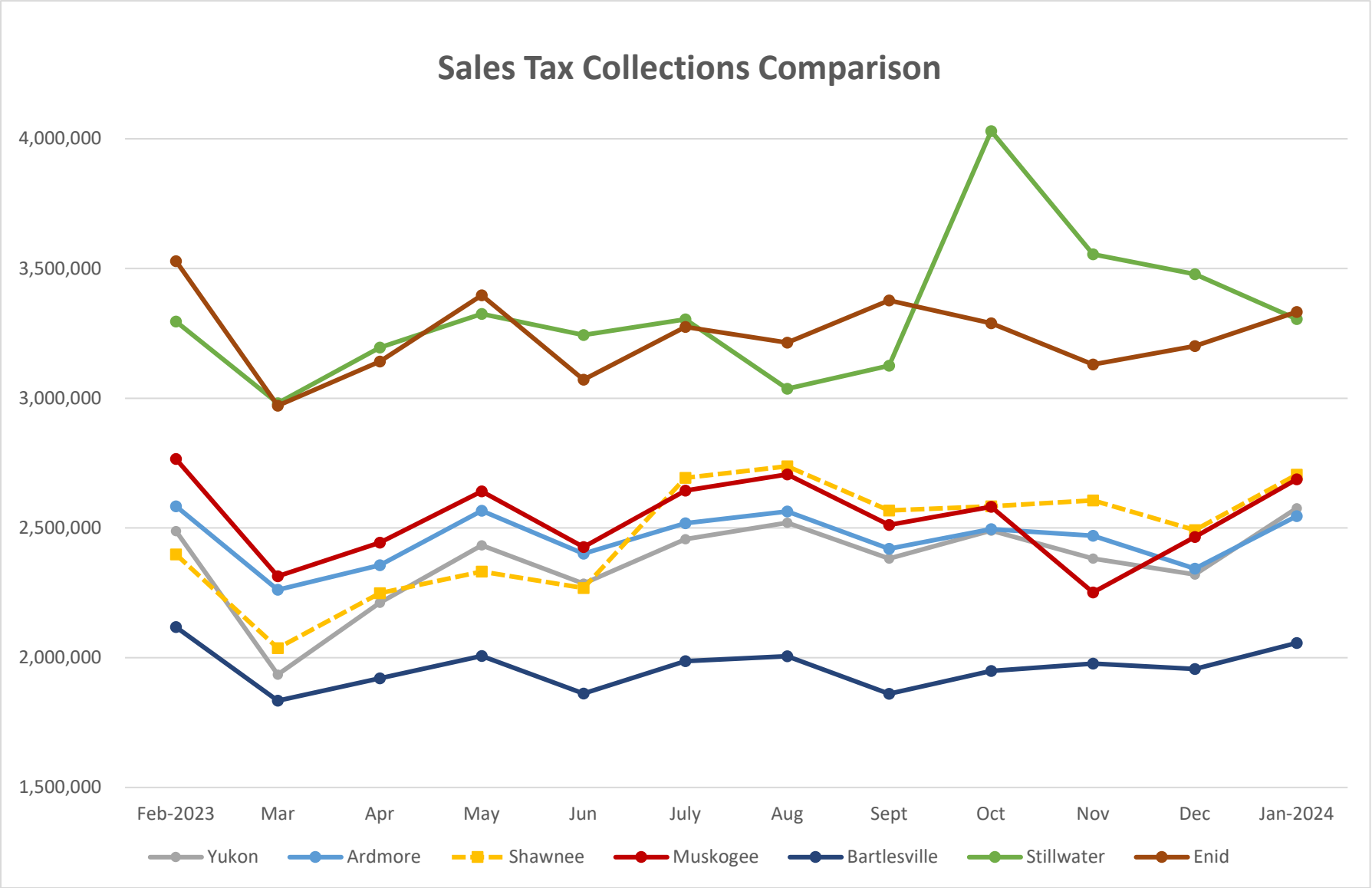
IUPA Pay plan adj - approved 12/18/23 (58,700)

Rebate Agreement - 1/16/24 (pending) (47,000)

Total Appropriated \$ (105,700)

Total Unappropriated: \$ 943,977

To provide insight into how the City of Shawnee compares to its peers, the following graphic offers an overview of sales tax collections over the last 12 months.



	Yukon	Ardmore	Shawnee	Muskogee	Bartlesville	Stillwater	Enid
Population	23,630	24,725	31,377	36,878	37,290	48,394	51,308
City Tax Rate	4.00%	3.75%	4.00%	4.00%	3.40%	3.63%	4.25%
State Rank by Total Collections (Prior Year)	14	13	15	12	16	11	10

How to Navigate the City of Shawnee's Online Budget to Actuals

This year, the City of Shawnee implemented OpenGov which allows for an interactive experience with the city's budget. The Budget to Actuals report is laid out in four sections: Revenue vs Expenditure Summary YTD, Revenue by Source, Breakdown by Account Group, and Breakdown by Department.

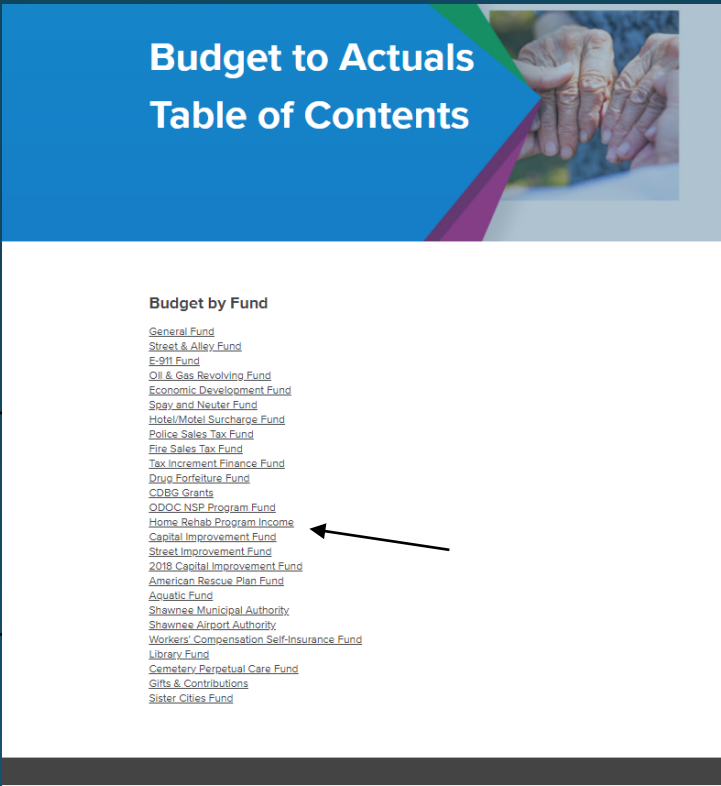
Please Note: *OpenGov works best with Google Chrome.*

Table of Contents

The link below will take you to the City of Shawnee Online Budget to Actuals.

<https://stories.opengov.com/shawneeok/published/u84NCy36R>

The first thing which appears is the Table of Contents. This page contains links to each fund. You may look at the desired budget by clicking on the hyperlink.

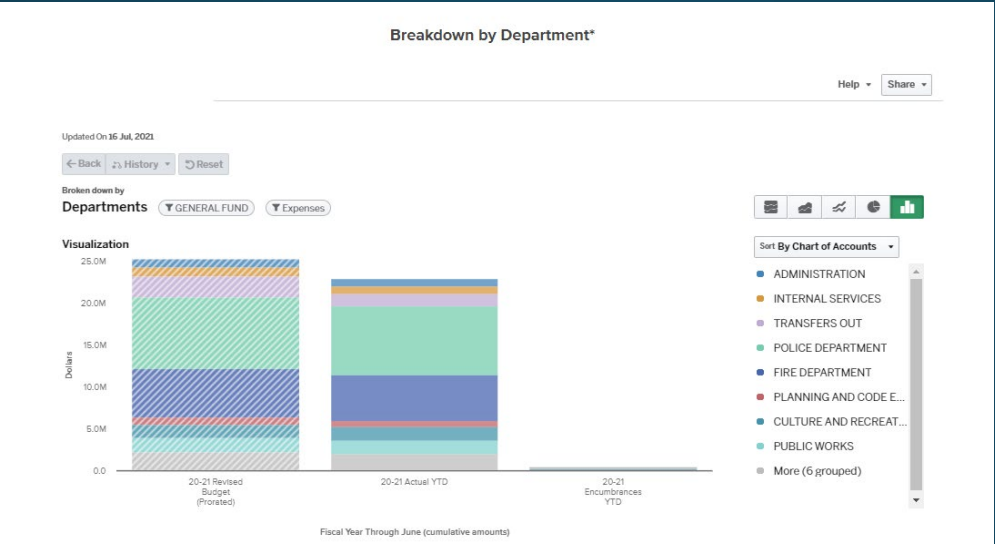


OpenGov comes with many features. The next two pages outline some of the basics of clicking through an OpenGov budget to actuals page.

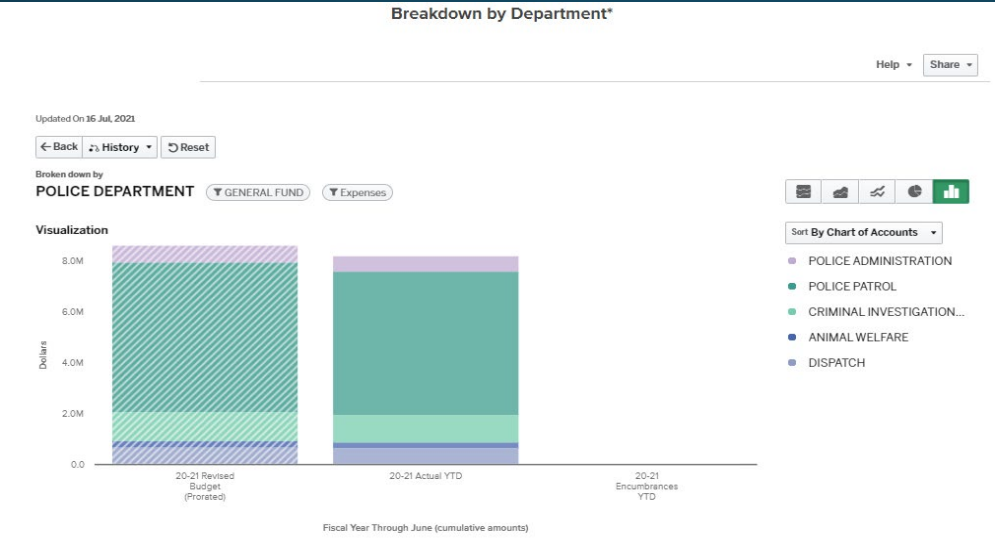
Drill-Down Capabilities

Certain graphs are dynamic and can be used to drill-down. For example, the General Fund Breakdown by Department can be limited to certain divisions. This is done by clicking on the portion of the graph which is of interest.

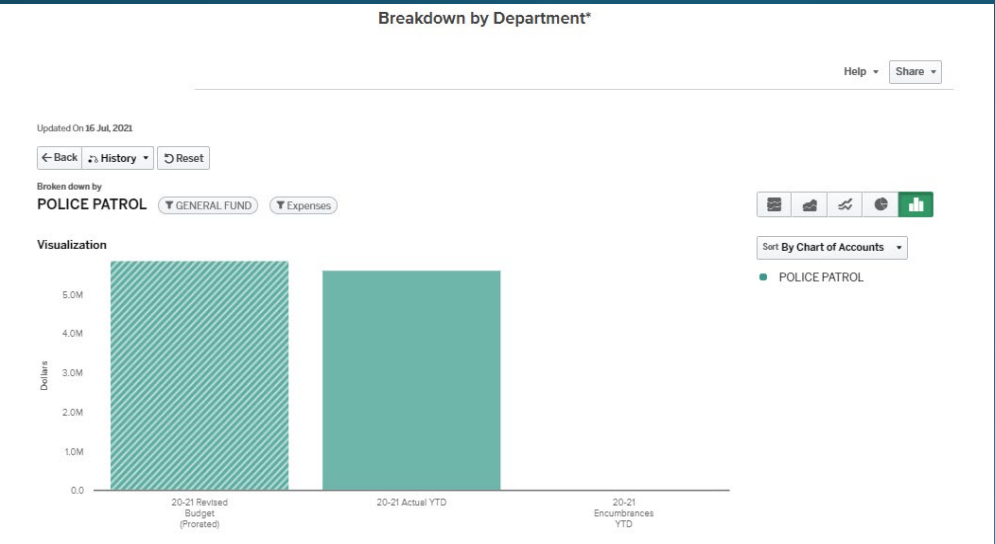
Initial View



Department Level

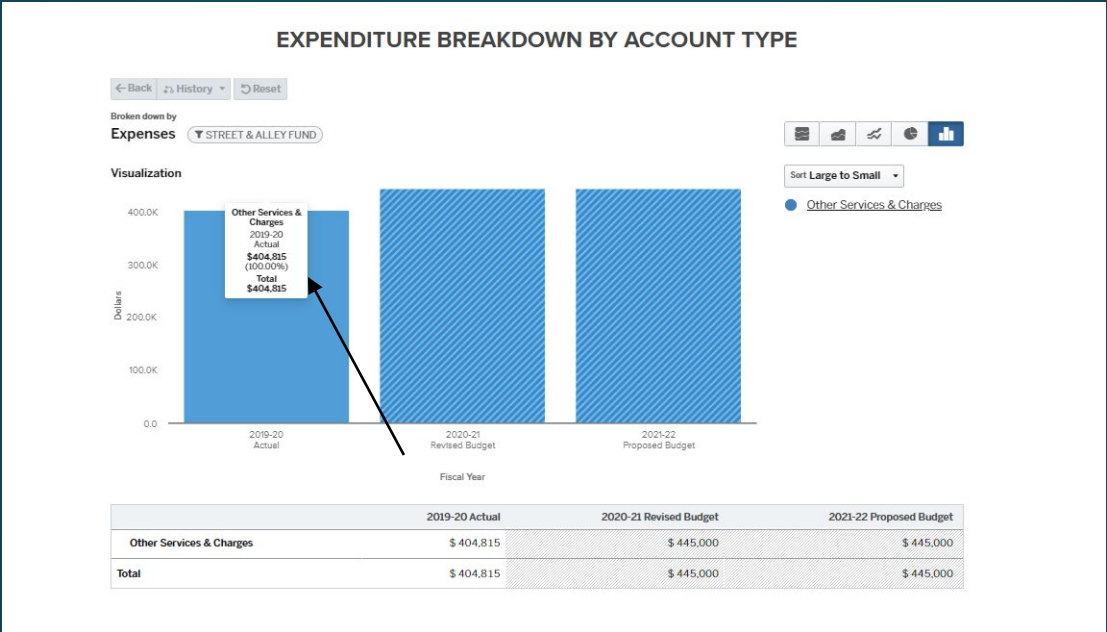


Division Level



Hovering to View Numbers

Hovering over each portion of a bar graph will show you the amount of a particular item.

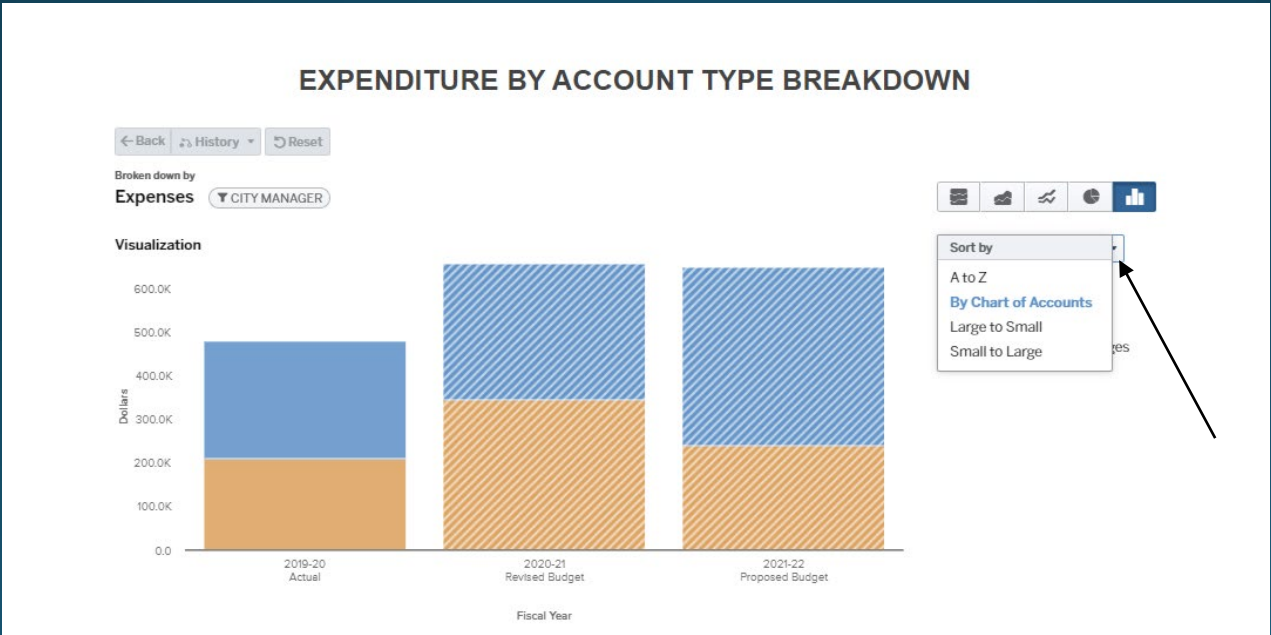


Sorting

Graphs may be sorted four ways:

- A to Z
- Chart of Accounts
- Smallest to Largest
- Largest to Smallest

To use this feature, please use the Sort By dropdown on the top right-hand corner of the graph.



Please Note: OpenGov information updates daily with current accounting records, and therefore, is subject to change if viewed subsequent to the original presentation date.

2018 Half-cent Sales Tax Update

January 16, 2024

Lindsey McNabb-Fox, Finance Director



2018 Sales Tax Election

- **“Proposition #4”** passed on June 26, 2018
- **Added 0.5% to existing sales tax**
- Revenue allocated for **capital improvements**
 - Public Safety: 0.125% sales tax or 25% of total
 - Streets/Roads: 0.125% sales tax or 25% of total
 - Parks/Public Facilities: 0.25% sales tax or 50% of total

Investment Updates

\$18.1 million in Sales Tax Collections

- Through January 2024 collections

\$20.2 million invested in Community Projects

- Through December 2023
- \$8.7 million spent in FY23
- \$1.9 million spent YTD in FY24

Investment Updates – 3rd Qtr. FY24

\$623 k	Woodland Veterans Park
\$240 k	Highland Street Sidewalk
\$65 k	Kickapoo Street Sidewalk

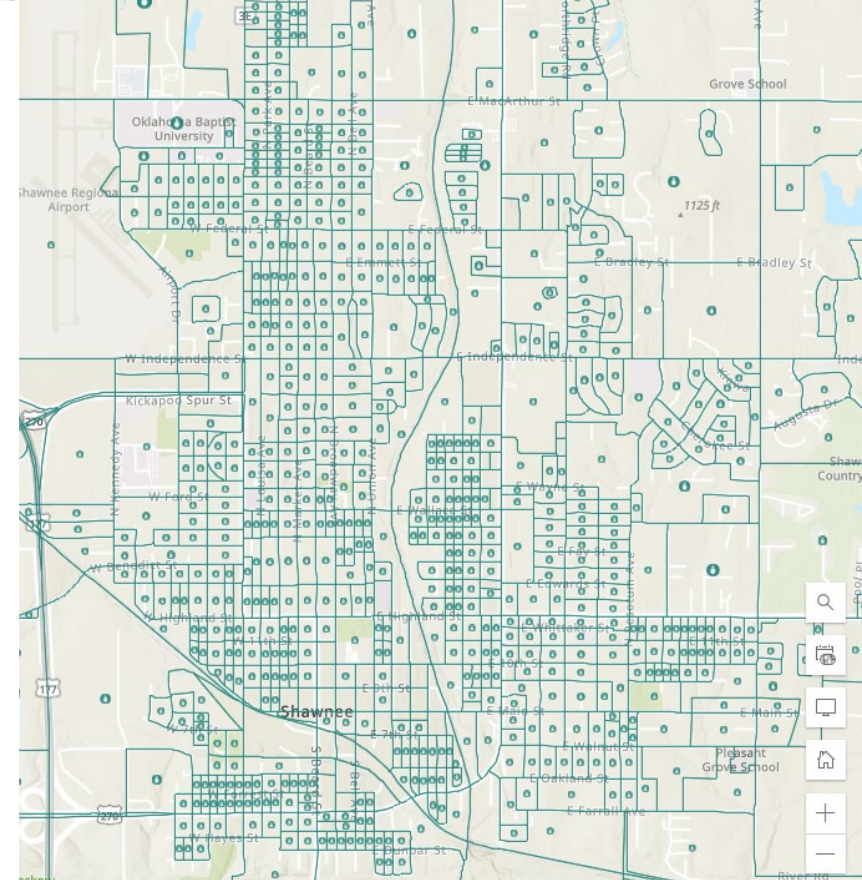
Public Safety	Original Allocation	New Allocation	Expensed to date	Status
Police Department Headquarters	\$3,200,000	\$4,339,268	\$4,339,268	Complete
Police Patrol Vehicles	\$1,250,000	\$1,098,727	\$1,098,727	Complete
Fire Station #1 & #3	\$1,750,000	\$2,070,025	\$26,921	Design
Fire Engine	\$750,000	\$855,880	\$855,880	Complete
Fire Training Structure	\$300,000	\$50,195	\$50,195	Hold
Emergency Warning System	\$250,000	\$250,000	\$250,000	Complete
Total Public Safety	\$7,500,000	\$8,656,165	\$6,620,991	

Streets and Roads	Original Allocation	New Allocation	Expensed to date	Status
45th Street widening	\$3,500,000	\$4,656,165	\$504,356	Design
Pavement Overlays & Panel Replacements	\$4,000,000	\$4,000,000	\$920,886	Pressure pave project awarded
Total Streets & Roads	\$7,500,000	\$8,656,165	\$1,425,242	

Parks & Public Facilities	Original Allocation	Previous allocation	New allocation	Expensed to date	Status
Implement Parks Master Plan	\$7,000,000	\$8,628,066	\$8,628,066	\$8,345,147	Nearing completion
EXPO Enhancement & Remodel	\$3,500,000	\$3,500,000	\$3,500,000	\$1,605,706	Roof & Fence, Various equipment & repairs
Sidewalks & Trails	\$1,750,000	\$1,750,000	\$1,750,000	\$1,659,732	In Project Closeout
Santa Fe Depot	\$400,000	\$400,000	\$1,463,000	\$50,484	Bid awarded
Library	\$1,000,000	\$1,000,000	\$458,263	\$161,689	In planning
Senior Center	\$1,000,000	\$1,000,000	\$1,300,000	\$114,827	Roof bid award
Community Center	\$350,000	\$350,000	\$213,000	\$212,971	Project complete
Unallocated funds	\$0	\$700,123	\$0	\$0	
Total Facilities	\$15,000,000	\$17,328,189	\$17,312,329	\$12,150,556	

A special “Thank You” to
the citizens of Shawnee
for their support!





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Ward Redistricting Update

January 16, 2024

Andrea Weckmueller-Behringer, City Manager



Shawnee
has 6 Wards

After each
Federal Census...

City Charter &
State Law require
Ward review for
equal population

 Title 11. Cities and Towns

 Chapter 1 - Oklahoma Municipal Code

 Article Article XX - Changing Wards

 Section 20-101 - Review of Wards After Each Federal Census

A. As soon as practicable following each federal census, the municipal governing body shall review the wards and ward boundaries of the municipality. The governing body shall change the boundaries or number of wards, if necessary, in the manner provided by this article, so that the wards are formed of compact and contiguous territory and are substantially equal in population.

ARTICLE II. - WARDS AND
BOUNDARIES



Section 2. - Wards.



The city is hereby divided into six (6) wards, being the same number now existing in the present corporation, with boundaries to each as heretofore established; but the board of commissioners shall have power by ordinance to change the boundaries of the present wards, and in doing so each ward shall contain as nearly the same number of inhabitants as in the judgment of said board can reasonably be done.

By Emily Molfino, James Whitehorne, Michael Hawes, and Sallie Keller
Issued October 2023



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Redistricting Data

What it is...

- 2020 Data
- Total Population Data
- Anonymous
- By “Census Block”
(which sometimes equals a City Block)

What it is NOT...

- Newer than 2020
- Voter Registration Data
- Personally identifiable
- By Address

The screenshot shows the official website of the United States Census Bureau. The header includes the logo and navigation links for Partners, Researchers, Educators, Survey Respondents, News, NAICS Codes, Jobs, About Us, Contact Us, and Help. A search bar is located on the right. The main content area is titled "Redistricting Data Program" and includes a "Written by:" section for the Redistricting & Voting Rights Data Office. A sidebar on the left lists various topics under "Within About", including "Census in the Constitution", "Coverage Measurement", "Decennial Census and American Community Survey (ACS)", "History of the Census", "Local Update of Census Addresses (LUCA) Operation", "New Construction Program", "Participant Statistical Areas Program (PSAP)", "Redistricting Data Program", and "Related Sites". The main content area also features a "Data" section titled "Redistricting Data Program Congressional Districts" with a date of February 03, 2023, and a description of the program. A "Share" button and social media links for Facebook, Twitter, and LinkedIn are visible. A "Related Information" section on the right lists "Redistricting Data Datasets" and "Redistricting Data Mapping Files".

United States Census Bureau

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Topics Data & Maps Surveys & Programs Resource Library

Search data, events, resources, and ... Q

Within About

Census in the Constitution

Coverage Measurement

Decennial Census and American Community Survey (ACS)

History of the Census

Local Update of Census Addresses (LUCA) Operation

New Construction Program

Participant Statistical Areas Program (PSAP)

Redistricting Data Program

Related Sites

Redistricting Data Program

Written by: Redistricting & Voting Rights Data Office (rdo@census.gov or 301-763-4039)

Data

Redistricting Data Program Congressional Districts

February 03, 2023

Guidance and access to information about congressional districts and congressional district products.

Share

Facebook Twitter LinkedIn

Related Information

Redistricting Data Datasets

Redistricting Data Mapping Files

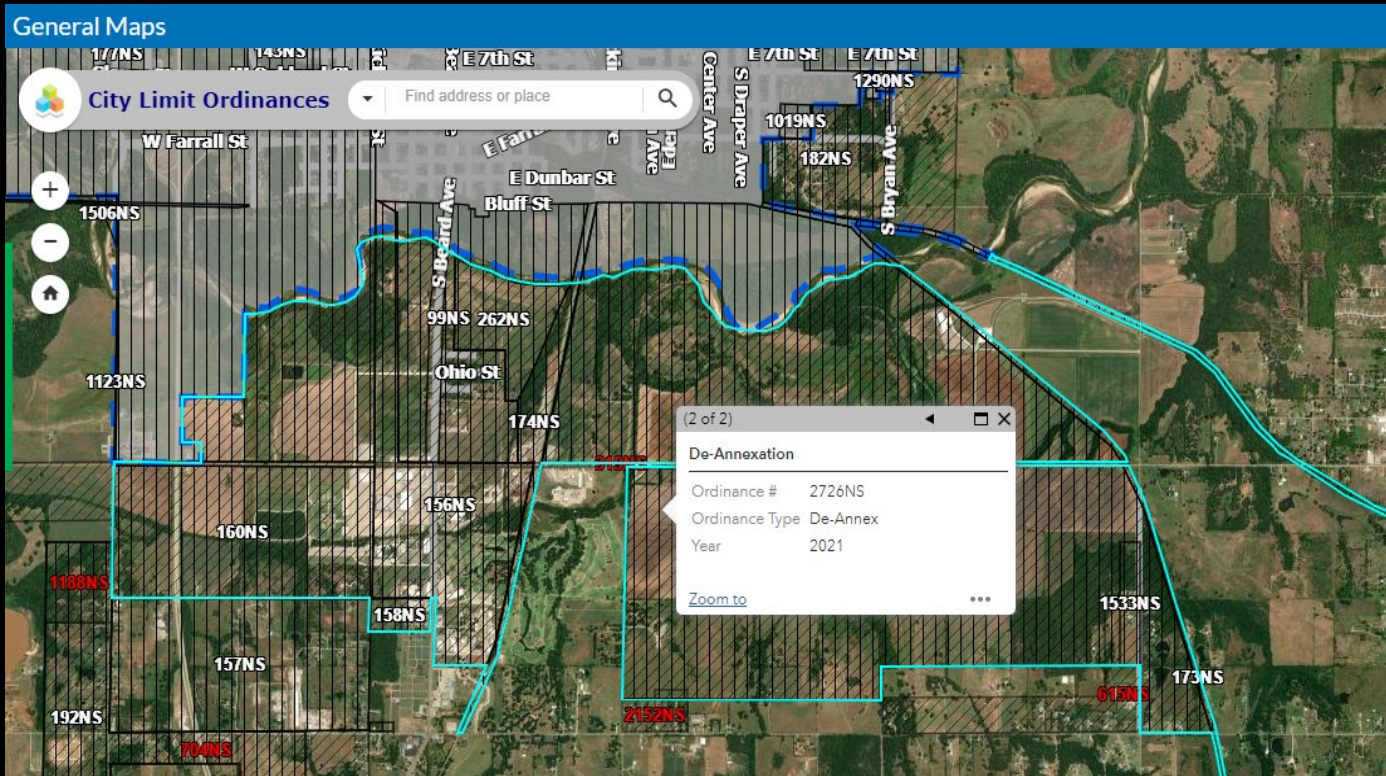
2021 De-Annexation...

- South of North Canadian River
- Affected Wards 3 & 4

Need for Change

City Growth...

- 29,551 Citizens in 2010
- 31,217 Citizens in 2020
- 5.6% Growth
- Focused on Wards 1 & 6



Current & Proposed Population by Ward

Ward Number	Current Population	Overall %	Proposed Population	Overall %
1	5,822	18.65%	5,235	16.77%
2	4,764	15.37%	5,205	16.67%
3	4,588	14.70%	5,157	16.52%
4	4,835	15.42%	5,195	16.64%
5	5,229	16.75%	5,229	16.75%
6	5,979	19.15%	5,196	16.64%
Total	31,217	--	31,217	--
Maximum Deviation	+/- 776	--	+/- 46	--

Redistricting Process

Incremental Change...

- 5,203 Population Target
- 1.0% Max. Deviation = +/- 52 persons or less
- Ward 5 required no change
- Adjusted Ward 4 westward
- Adjusted Ward 3 northward
- Adjusted Ward 2 northward
- Separated Wards 1 & 6 along Kickapoo Street

Next Steps

February 12 Special Call Meeting at 6 pm...

- Public Hearing
- Consideration for Approval by City Commission

Thereafter...

- Submission to OU Center for Spatial Analysis (CSA)
- In effect for April 3-5 Statutory Filing Period
- Don't forget to register to vote by May 24
- Ward-specific Voting for City Commission on June 18

City Commission Questions & Answers

