

AGENDA
BOARD OF CITY COMMISSIONERS
AUGUST 19, 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. 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.

2. Consider approval of Consent Agenda:

- a. Minutes from the July 15, 2024, regular meeting.
- b. Acknowledge the following minutes and reports:
 - Planning Commission Minutes from the July 3, 2024, regular meeting.
 - Shawnee Urban Renewal Authority Minutes from November 7, 2023 and May 7, 2024 regular meetings and June 13, 2024 special call meeting.
 - License Payment Report for July 2024.

- Project Payment Report for July 2024.

c. Mayor Appointments:

Shawnee Beautification, Parks, and Recreation Committee

Chantal Dubois 1st Partial Term Expires: May 1, 2025

Replaces Zach Foster - Resigned

Shawnee Senior Citizens Advisory Board

Norma Neely 1st Full Term Expires: July 1, 2027

Replaces Phyllis Crosswell - Term Expired

Pete Carrels 1st Full Term Expires: July 1, 2027

Replaces Bill Haley - Term Expired

- d. Acknowledge receipt of the Pioneer Library System Budget for July 1, 2024 through June 30, 2025.
 - e. Approve renewal of an agreement between the City of Shawnee and the AARP for participation in the Senior Community Service Employment Program offered by the AARP Foundation.
 - f. Approve Change Order No. 1 for Park Street Waterline Project.
 - g. Acceptance of Right-of-way utility easement agreement for property within the Amended Final Plat of Domino Plaza Addition Section 2.
3. Presentation of the Pet of the Month by Animal Control.
 4. Mayor's Proclamation(s)
 - a. National Breast Feeding Month, August 2024
 - b. National Suicide Prevention Month, September 2024
 5. Shawnee Forward Presentation.
 6. Consideration and approval of the City Manager's hiring of Kimberly Smith as the City's Finance Director and her appointment as City Treasurer.
 7. Consideration of an agreement with Elevation Land Surveying to provide Professional Survey Services at Shawnee Twin Lake No. 1.

8. Consideration of the purchase of one (1) service truck, with utility bed, utilizing the state bid process.
9. Consideration of the purchase one (1) tandem with a dump body, utilizing the state bid process.
10. Consideration of a resolution declaring certain items surplus and no longer needed for City purposes; describing said items; and authorizing disposal of said item at the City's discretion.
11. Consideration of a resolution declaring it to be a matter of necessity to acquire a utility easement for the purpose of construction of a public water main, known as the Lowe's Water Line Project, Project No. 24-0810-07, and authorizing the City Manager or designee to acquire said easement by either purchasing or by way of eminent domain.
12. Consideration of a resolution of the City of Shawnee, Oklahoma, casting a vote for Greg Buckley to fill an open position of the Board of Trustees of the Oklahoma Municipal Retirement Fund (OkMRF), representing the entire membership (At-Large) for a Five-Year Term, beginning October 1, 2024, through October 1, 2029.
13. Consideration of a request to transfer available HOME matching funds from the City of Shawnee to South Central Industries, Inc.
14. Public Hearing regarding an amendment to Chapter 22 of the Municipal Code of the City of Shawnee, Pottawatomie County, Oklahoma, more specifically adopting a new Unified Development Code to said Zoning Ordinance contained within Chapter 22, Article X.
Case No.: TXT01-24 | Applicant: City of Shawnee, Oklahoma
15. Consideration of an ordinance amending Chapter 22 of the Municipal Code of the City of Shawnee, Pottawatomie County, Oklahoma, more specifically adopting a new Unified Development Code to said Zoning Ordinance contained within Chapter 22, Article X.
Case No.: TXT01-24 | Applicant: City of Shawnee, Oklahoma
16. Consideration of a request to donate properties to Rose Rock Habitat for Humanity, specifically located at 1227 E Margaret, 546 N Kickapoo, and 606 S Kickapoo.

17. Consideration of the following budget amendments for Fiscal Year 2024 – 2025:

- a. General Fund - Fund 001 - to appropriate fund balance for FY23-24 Encumbrances for which goods or services will be received or rendered in FY24-25.
- b. Grant Fund - Fund 010 - to appropriate fund balance for FY23-24 Encumbrances for which goods or services will be received or rendered in FY24-25.
- c. Capital Improvement Fund - Fund 301 - to appropriate fund balance for FY23-24 Encumbrances for which goods or services will be received or rendered in FY24-25.
- d. Street Improvement Fund - Fund 302 - to appropriate fund balance for FY23-24 Encumbrances for which goods or services will be received or rendered in FY24-25.
- e. 2018 Capital Improvement Fund - Fund 303 - to appropriate fund balance for FY23-24 Encumbrances for which goods or services will be received or rendered in FY24-25.
- f. American Rescue Plan Fund - Fund 304 - to appropriate fund balance for FY23-24 Encumbrances for which goods or services will be received or rendered in FY24-25.
- g. Insurance Recovery Fund - Fund 603 - to appropriate fund balance for FY23-24 Encumbrances for which goods or services will be received or rendered in FY24-25.

18. Acknowledge Monthly Sales Tax and Budget Reports.

19. Administrative Report(s):

- a. Bi-Annual Progress Report for the Capital Improvement Plan FY2024-2028
- Mark Simpson, Assistant 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 the ACLU.
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 ongoing opioid litigation.
24. 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 the Shawnee Civic & Cultural Development Authority.
25. 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 the ACLU.
26. 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 ongoing opioid litigation.

27. 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 the Shawnee Civic & Cultural Development Authority.

28. 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)