

**BOARD OF CITY COMMISSIONERS PROCEEDINGS**

JANUARY 20, 2026 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 Tuesday, January 20, 2026, at 6:00 PM, pursuant to notice duly posted as prescribed by law on Thursday, January 15, 2026, at 3:58 PM. Mayor Stephens presided and called the meeting to order. Upon roll call, the following members were in attendance.

Eric Stephens

Mayor

Absent

Commissioner Ward 1 - Vice Mayor

Greta Madson

Commissioner Ward 2

Chris Odneal

Commissioner Ward 3

Absent

Commissioner Ward 4

Mark Sehorn

Commissioner Ward 5

Lauren Richter

Commissioner Ward 6

ABSENT: Daniel Matthews, Ashley Fichtner

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.

Mr. Glenn Peck spoke during Citizens Participation.

COMMISSIONER FICHTNER ARRIVED AT 6:04 P.M.

Mr. Clif Harden spoke during Citizens Participation.

2. Consider approval of Consent Agenda:

- a. Minutes from the December 15, 2025, regular meeting.
  
- b. Acknowledge the following minutes and reports:
  - Planning Commission Minutes from the December 3, 2025, regular meeting.
  
  - License Payment Report for December 2025.
  
  - Project Payment Report for December 2025.
  
- c. Budget amendments for Fiscal Year 2025 – 2026:
  - Fund 001 - General Fund - To fund and increase by adding additional funding for the Code Enforcement Demolition account.
  
  - Fund 303 - 2018 Capital Improvement Fund - To appropriate monies for the purchase of an E-One Rescue Pumper that was transferred into Fund 301 and should be in Fund 303 for the Fire Department's expenditures in FY26.
  
- d. Lake Lease Transfer:
  - Eckel Tract Lot 10, 15111 Eckel Rd  
From: Frank and Mary Sims  
To: FPS Twin Lake, LLC

- e. Acknowledgment of Change Order No. 1 for Fire Station No. 3.
  
- f. Confirm and approve the City Manager's hiring of Kacie Eck as the City's Director of Utility Billing and Court Administration.
  
- g. Confirm and approve the City Manager's hiring of Kevin Moore as the City's Director of Building and Engineering Services.
  
- h. Confirm and approve the City Manager's hiring of Bradley Schmidt as the City's Director of Public Works.
  
- i. Acceptance of Utility Easement Agreement for the Grove Phase II project within Section 6 Township 10 North, Range 4 East.

A motion was made by Commissioner Stephens, seconded by Commissioner Sehorn, to approve Consent Agenda Item Nos. 2(a-i). Motion carried 6-0-0.

AYE: Stephens, Sehorn, Richter, Shuler, Odneal, Fichtner

NAY: None

ABSTAIN: None

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

There was no pet of the month.

4. Consideration to reschedule the February 17, 2026, Regular Meetings of the Board of City Commissioner, the Board of Trustees of the Shawnee Airport Authority, and the Board of Trustees of the Shawnee Municipal Authority.

Discussion was held among the Commission regarding the February 17, 2026, meeting.

A motion was made by Mayor Stephens, seconded by Commissioner Fichtner, to reschedule the February 17, 2026, Regular Meetings of the Board of City

Commissioners, the Board of Trustees of the Shawnee Airport Authority, and the Board of Trustees of the Shawnee Municipal Authority to February 9, 2026.  
Motion carried 6-0-0.

AYE: Stephens, Fichtner, Shuler, Odneal, Sehorn, Richter  
NAY: None  
ABSTAIN: None

5. Consideration of a request for a Preliminary Plat for Northcreek Villas, a replat of Northcreek Manor.  
Case No. PPL04-25 | Applicant: Paul Bass and Landes Engineering

Interim Community Development Director Petya Stefanoff stated that the area is a re-plat that separates the newly-zoned C-2 section from the R-3, as well as splits that commercially-zoned area into a north and south tract. The Planning Commission and Staff recommend approval.

A motion was made by Commissioner Sehorn, seconded by Commissioner Richter, to approve a request for a Preliminary Plat for Northcreek Villas, a replat of Northcreek Manor. Motion carried 6-0-0.

AYE: Sehorn, Richter, Stephens, Shuler, Odneal, Fichtner  
NAY: None  
ABSTAIN: None

6. Consideration of a request for a Final Plat for Northcreek Villas, a replat of Northcreek Manor.  
Case No. FPL04-25 | Applicant: Paul Bass and Landes Engineering

Interim Community Development Director Petya Stefanoff stated that the area is a re-plat that separates the newly-zoned C-2 section from the R-3, as well as splits that commercially-zoned area into a north and south tract. The Planning Commission and Staff recommend approval.

A motion was made by Commissioner Sehorn, seconded by Commissioner Fichtner, to approve a request for a Final Plat for Northcreek Villas, a replat of Northcreek Manor. Motion carried 6-0-0.

AYE: Sehorn, Fichtner, Stephens, Shuler, Odneal, Richter  
NAY: None  
ABSTAIN: None

7. Public hearing of a request to rezone the property addressed as 1402 East Independence Street from C-1 (Local Commercial District) to R-3 (High Density Residential District).

Case No. RZ08-25 | Applicant: Jerry Roca and Landes Engineering

Interim Community Development Director Petya Stefanoff stated the owner and applicant are requesting to rezone this property from C-1 (Local Commercial District) to R-3 (High Density Residential District) to allow for apartments. The Planning Commission and Staff recommended approval.

Mayor Stephens declared a public hearing in session to consider a request to rezone the property addressed as 1402 East Independence Street from C-1 (Local Commercial District) to R-3 (High Density Residential District). Mr. Jerry Roca appeared in favor of the request. Ms. Gayle Hucks, Mr. Jacob Borgsmiller, Mr. Jason Gates, and Mr. Rob Morris appeared against the request. The public hearing was closed.

8. Consideration of an ordinance to rezone the property addressed as 1402 East Independence Street from C-1 (Local Commercial District) to R-3 (High Density Residential District).

Case No. RZ08-25 | Applicant: Jerry Roca and Landes Engineering

Interim Community Development Director Petya Stefanoff stated that the Planning Commission and Staff recommended approval. Discussion was held between the Commission and Staff.

A motion was made by Mayor Stephens, seconded by Commissioner Fichtner, to defer the item to the February 9, 2026, Rescheduled City Commission Meeting. Motion carried 6-0-0.

AYE: Stephens, Fichtner, Shuler, Odneal, Sehorn, Richter

NAY: None

ABSTAIN: None

9. Public hearing of a request to rezone a portion of the property addressed as 4731 North Union Avenue from R-3 (High Density Residential District) to C-2 (Regional Commercial District).

Case No. RZ09-25 | Applicant: Union Street Condominiums, LLC c/o Johnson & Associates

Interim Community Development Director Petya Stefanoff states that the owner and applicant are requesting to rezone the property from R-3 (High Density Residential District) to C-2 (Regional Commercial District) to allow for personal

storage/self-storage facilities. The Planning Commission and Staff recommended approval.

Mayor Stephens declared a public hearing in session to consider a request to rezone the property addressed as 4731 North Union Avenue from R-3 (High Density Residential District) to C-2 (Regional Commercial District). Mr. Mitchell Moore appeared in favor of the request. No one appeared against the request. The public hearing was closed.

10. Consideration of an ordinance to rezone a portion of the property addressed as 4731 North Union Avenue from R-3 (High Density Residential District) to C-2 (Regional Commercial District).

Case No. RZ09-25 | Applicant: Union Street Condominiums, LLC c/o Johnson & Associates

Interim Community Development Director Petya Stefanoff stated that the Planning Commission and Staff recommended approval.

A motion was made by Commissioner Odneal, seconded by Commissioner Shuler, to deny the request to rezone a portion of the property addressed as 4731 North Union Avenue from R-3 (High Density Residential District) to C-2 (Regional Commercial District). Motion carried 5-1-0.

AYE: Odneal, Shuler, Stephens, Fichtner, Sehorn

NAY: Richter

ABSTAIN: None

11. Consider Bid(s):

a. Shawnee Twin Lakes Dam #1 - Rehabilitation Project

Director of Engineering Seth Barkhimer announced that five (5) bids were received. Staff recommends awarding the Base Bid to LandShape, LLC, of Amber, Oklahoma, for the total amount of Four Hundred Fifteen Thousand Eight Hundred Dollars (\$415,800.00).

A motion was made by Commissioner Sehorn, seconded by Commissioner Fichtner, to award the Shawnee Twin Lakes Dam #1 - Rehabilitation Project to LandShape, LLC in the amount of Four Hundred Fifteen Thousand Eight Hundred Dollars (\$415,800.00). Motion carried 6-0-0.

AYE: Sehorn, Fichtner, Richter, Shuler, Odneal, Stephens

NAY: None

ABSTAIN: None

## 12. Acknowledge Monthly Sales Tax Report.

Finance Director Kimberly Hoover reported sales tax collections are down One Hundred Ten Thousand Seven Hundred Twenty-Six Dollars (\$110,726.00) or Four Point Zero Six Percent (4.06%), below the projected budget year-to-date. She stated that use tax collections are down Two Thousand Four Hundred Fifty-Eight Dollars (\$2,458.00) or Zero Point Five-Six Percent (0.56%), below the projected budget year-to-date.

## 13. Administrative Report(s):

- a. Presentation of the Quarterly 2018 Half-Cent Sales Tax Quarterly Report - Seth Barkhimer, Assistant City Manager

Assistant City Manager Seth Barkhimer and Fire Chief James Kriwanek provided a presentation on the Quarterly 2018 Half-Cent Sales Tax Quarterly Report. Topics discussed included:

- 2018 Sales Tax Election
- Investment Updates

## 14. 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.

## 15. Commissioners Comments

The Commissioners commented on Assistant City Manager and Director of Engineering Seth Barkhimer's departure from the City.

Commissioner Odneal stated he was looking forward to the new year.

Commissioner Sehorn commented on sales tax.

Mayor Stephens thanked everyone that came out to speak.

**RECESS CITY COMMISSION MEETING BY THE POWER OF THE CHAIR  
TO CONVENE SHAWNEE AIRPORT AUTHORITY AND SHAWNEE**

MUNICIPAL AUTHORITY (6:50 P.M.)

RECONVENE CITY COMMISSION MEETING BY THE POWER OF THE CHAIR (6:52 P.M.)

16. 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 Pottawatomie County Case No. CJ-2023-468 relating to the Fairview Mausoleum.

A motion was made by Commissioner Fichtner, seconded by Commissioner Shuler, to approve 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 Pottawatomie County Case No. CJ-2023-468 relating to the Fairview Mausoleum. Motion carried 6-0-0.

AYE: Fichtner, Shuler, Stephens, Odneal, Sehorn, Richter

NAY: None

ABSTAIN: None

COMMISSION ENTERED INTO EXECUTIVE SESSION AT 6:53 P.M. WITH ALL MEMBERS PRESENT.

COMMISSION RECONVENED FROM EXECUTIVE SESSION AT 8:07 P.M. WITH ALL MEMBERS PRESENT.

17. 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 Pottawatomie County Case No. CJ-2023-468 relating to the Fairview

Mausoleum.

No action taken.

18. Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (8:09 p.m.)



ERIC STEPHENS, MAYOR

ATTEST:



LISA LASYONE, MMC  
CITY CLERK