

AGENDA
BOARD OF CITY COMMISSIONERS
APRIL 20, 2026 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 Pleasant Grove Girls Basketball State Championship Win.
2. 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.

3. Consider approval of Consent Agenda:
 - a. Minutes from the March 16, 2026, regular meeting.
 - b. Acknowledge the following minutes and reports:
 - License Payment Report for March 2026.
 - Project Payment Report for March 2026.
 - c. Budget amendments for Fiscal Year 2025 – 2026:
 - Fund 190 — Community Development Block Grant — To make

correction from Fund 001 to Fund 190.

- Fund 301 — Capital Outlay — To appropriate monies received from Allen Fire Department for the sale of surplus property to transfer to Capital Outlay—Equipment for the Fire Department Expenditures in FY26.
- Fund 301 — Capital Improvement Fund — To appropriate monies received from OMAG for Shawnee Municipal Authority for a vehicle that was totaled to transfer to Capital Outlay - Equipment for the Distribution & Collection Department for expenditures in FY26.
- Fund 301 — Capital Improvement Fund — To make correction from Fund 303 to Fund 301.
- Fund 603 — Insurance Recovery — To appropriate monies received from OMAG for Kidspace Park to transfer to Capital Outlay—Buildings & Improvements for the Parks Department expenditures in FY26.
- Fund 603 — Insurance Recovery — To appropriate monies received from OMAG for the Airport fence to transfer to Capital Outlay - Buildings & Improvements for the Airport expenditures in FY26.

d. Lake Lease Transfer:

- Eckel Tract Lot 4
15400 Eckel Road
From: Bobby & Jenelle Cox
To: Bobby Steven Cox & Wesley Glen Cox

e. Mayor Appointments:

- Shawnee Urban Renewal Authority
Raymond Burrell 1st Full Term Expires: February 2, 2029
Reappointment
- Robert D Hoover, Jr. 1st Full Term Expires: February 2, 2029
Reappointment

- f. Approve grant application process for the Edward Byrnes Memorial Grant for the Shawnee Police Department, to be shared with the Pottawatomie County Sheriff's Office.

- g. Acknowledgment of Change Order No. 1 for SW Loop Water Main Project.
 - h. Acknowledgment of Change Order No.2 Alice, Fay, Edwards, and Pesotum Waterline Improvements.
 - i. Approval of a Task Order in accordance with the agreement between the City of Shawnee and Cowen Group Engineering, LLC for Sanitary Sewer Pipe Bursting.
- 4. Presentation of the Pet of the Month by Animal Control.
 - 5. Presentation of Fiscal Year 2026-2027 Proposed Budget.
 - 6. Consideration of a resolution of the City of Shawnee adopting, authorizing, and approving the use of the Municipal Code Lien Enforcement Act of 2025.
 - 7. Consideration of a resolution of the City of Shawnee to approve participation in settlements with associated Pharmacies, Inc., Jm Smith Corporation, Louisiana Wholesale Drug Company, Morris And Dickson Co., North Carolina Mutual Wholesale Drug Company, Inc. and United Natural Foods, Inc. and authorizing the Mayor or City Manager to execute the Remnant Defendants' Combined Subdivision Participation and Release form contained in the Remnant Defendants' Settlement Agreement as Exhibit G and to take all actions required to effect the settlements.
 - 8. Consideration of an ordinance amending Article VI of Chapter 20, providing certain prohibitions against certain public conduct contrary to public health and safety, which shall be added to Chapter 20 [Offenses and Miscellaneous Provisions] of the City Code; and also providing for severability, codification, and repeater.
 - 9. Consideration of an emergency clause as it relates to Agenda Item No. 8 for the protection of the public's health, safety, and welfare, an emergency is declared to exist per Oklahoma State Statute Title 11, Article XIV, Section 14-103.
 - 10. Consideration of Substantial Amendment One to the Community Development Block Grant (CDBG) 2020-2024 Consolidated Plan, Amendment One to 2021-Second Year Action Plan, Amendment One to 2022 - Third Year Action Plan, Amendment One to 2023 - Fourth Year Action Plan, Amendment One to 2024 - Fifth Year Action Plan, Substantial Amendment One to the Community Development Block Grant (CDBG) 2025-2029 Consolidated Plan, and

Amendment One to 2025 - First Year Action Plan, and draft of the Annual Action Plan 2026 - Second Year Action Plan.

11. Acknowledge Monthly Sales Tax Report.
12. New Business (Any matter not known or which could not have been reasonably foreseen prior to the posting of the agenda.)
13. Commissioners Comments
14. Consider and take action with respect to a resolution of the Board of Commissioners of the City of Shawnee, Oklahoma (the “City”) approving action taken by the Shawnee Municipal Authority (the “Authority”) authorizing issuance, sale and delivery of its Clean Water SRF Promissory Note to the Oklahoma Water Resources Board; ratifying and confirming a Lease Agreement and Operation and Maintenance Contract, as amended, whereby the City leased its water and sanitary sewer systems to the authority; ratifying and confirming a Sales Tax Agreement; and containing other provisions related thereto.
15. Consideration to enter into an executive session for discussion in accordance with 25 O.S. §307B(4), 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 relating to the Santa Fe Depot.
16. Consideration of matters discussed in executive session for discussion in accordance with 25 O.S. §307B(4), 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 relating to the Santa Fe Depot.
17. 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)

DRAFT

BOARD OF CITY COMMISSIONERS PROCEEDINGS

MARCH 16, 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 Monday, March 16, 2026, at 6:00 PM, pursuant to notice duly posted as prescribed by law on Thursday, March 12, 2026, at 3:32 PM. Mayor Stephens presided and called the meeting to order. Upon roll call, the following members were in attendance.

Eric Stephens

Mayor

Daniel Matthews

Commissioner Ward 1 - Vice Mayor

Greta Shuler

Commissioner Ward 2

Chris Odneal

Commissioner Ward 3

Ashley Fichtner

Commissioner Ward 4

Mark Sehorn

Commissioner Ward 5

Lauren Richter

Commissioner Ward 6

ABSENT: None

CALL TO ORDER

DECLARATION OF A QUORUM

INVOCATION

FLAG SALUTE

1. Recognition of Grove School Lady Basketball ORES Division III Championship.

Mayor Stephens presented Certificates of Recognition to the Grove School Lady Basketball Team for the ORES Division III Championship.

2. 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, Mr. Bryan Dozier, Mr. Mike Affentranger, and Ms. Cyndi Berger spoke during Citizens Participation.

3. Consider approval of Consent Agenda:

a. Minutes from the February 9, 2026, rescheduled regular meeting and March 2, 2026, special call meeting.

b. Acknowledge the following minutes and reports:

- Planning Commission Minutes from the February 4, 2026, regular meeting.
- Shawnee Senior Citizens Advisory Board Minutes from the November 18, 2025, regular meeting.
- License Payment Report for February 2026.
- Project Payment Report for February 2026.

c. Budget amendments for Fiscal Year 2025 – 2026:

- Fund 102 — E-911 Fund — To increase revenue received from the State for E-911 funds.
- Fund 603 — Insurance Recovery — To appropriate monies received from OMAG for light pole damage to transfer to Repair & Maintenance—Other for the North Treatment Plant expenditures in FY26.

d. Lake Lease Transfer:

- Seck Tract Lot 8
33600 S Post Office Neck
From: Kenneth West (Deceased) & Lora Davis
To: Richard & Brittney Taylor

e. Mayor Appointments:

- Shawnee Housing Authority
Kevin Hall 2nd Full Term Expires: February 1, 2029
Reappointment
- Thomas Hibben 2nd Full Term Expires: February 1, 2029
Reappointment
- Shawnee Civic and Cultural Development Authority
Lance Wortham 3rd Full Term Expires: December 31, 2028
Reappointment
- Tim Barrick 4th Full Term Expires: December 31, 2029
Reappointment

f. Approval of the FY-2025 Audit Engagement Letter with Arledge & Associates, P.C.

g. Acceptance of Oklahoma Baptist University infrastructure and placing the maintenance bonds into effect.

h. Approval of the purchase of a SCBA Cascade System using the State of

Oklahoma Contract SW241.

- i. Approval of the purchase and installation of a Fire Station Alerting System for Fire Station No. 1.

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

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

NAY: None

ABSTAIN: None

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

Animal Control Officer Stephen Rice introduced June, a dachshund and terrier mix.

5. Consideration of a resolution updating the City Fee Schedule by: (1) setting the water rates for residential and commercial use, both inside and outside the city limits, pursuant to Subsections (a) and (b), Section 26-26, Article II, Chapter 26 of the City Code; and (2) setting the sanitary sewer rates for residential and commercial use, both inside and outside the city limits, pursuant to Subsections (b) and (c), Section 26-27, Article II, Chapter 26 of the Code of the City of Shawnee.

Director of Utility Billing and Court Administration Kacie Eck stated that by resolution, the City conducts an annual review of its water and sewer rates and considers adjustments per the Consumer Price Index (CPI). Staff is recommending a Two Point Seven Percent (2.7%) increase to water and sewer rates, with an effective date of July 1, 2026.

A motion was made by Commissioner Sehorn, seconded by Vice Mayor Matthews, to approve a resolution updating the City Fee Schedule by: (1) setting the water rates for residential and commercial use, both inside and outside the city limits, pursuant to Subsections (a) and (b), Section 26-26, Article II, Chapter 26 of the City Code; and (2) setting the sanitary sewer rates for residential and commercial use, both inside and outside the city limits, pursuant to Subsections (b) and (c), Section 26-27, Article II, Chapter 26 of the Code of the City of Shawnee.

Resolution No. 6783 was introduced.

A RESOLUTION UPDATING THE CITY FEE SCHEDULE BY: (1) SETTING THE WATER RATES FOR RESIDENTIAL AND COMMERCIAL USE, BOTH INSIDE AND OUTSIDE THE CITY LIMITS, PURSUANT TO SUBSECTIONS (a) AND (b), SECTION 26-26, ARTICLE II, CHAPTER 26 OF THE CITY CODE; AND (2) SETTING THE SANITARY SEWER RATES FOR RESIDENTIAL AND COMMERCIAL USE, BOTH INSIDE AND OUTSIDE THE CITY LIMITS, PURSUANT TO SUB-SECTIONS (b) AND (c), SECTION 26-27, ARTICLE II, CHAPTER 26 OF THE CODE OF THE CITY OF SHAWNEE.

Motion carried 7-0-0.

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

NAY: None

ABSTAIN: None

6. Consideration of a resolution updating the City Fee Schedule by setting the monthly rates and fees for solid waste services pursuant to Subsections (a), Section 23-38, Article II, Chapter 23 of the City Code; and providing for the re-adoption of the City Fee Schedule in whole.

Director of Utility Billing and Court Administration Kacie Eck stated that the Memorandum entered into between the City and Central Disposal on May 18, 2020, provides that the Contract Rate shall increase, yearly, in accordance with the Consumer Price Index (CPI), not to exceed Three Point Five Percent (3.5%). Staff recommends approval of a Three Point Five Percent (3.5%) increase of the sanitation rates with an effective date of July 1, 2026.

A motion was made by Mayor Stephens, seconded by Vice Mayor Matthews, to approve a resolution updating the City Fee Schedule by setting the monthly rates and fees for solid waste services pursuant to Subsections (a), Section 23-38, Article II, Chapter 23 of the City Code; and providing for the re-adoption of the City Fee Schedule in whole.

Resolution No. 6784 was introduced.

A RESOLUTION UPDATING THE CITY FEE SCHEDULE BY SETTING THE MONTHLY RATES AND FEES FOR SOLID WASTE SERVICES PURSUANT TO SUBSECTIONS (a), SECTION 23-38, ARTICLE II, CHAPTER 23 OF THE CITY CODE; AND PROVIDING FOR THE RE-ADOPTION OF THE CITY

FEE SCHEDULE IN WHOLE.

Motion carried 6-1-0.

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

NAY: Fichtner

ABSTAIN: None

7. Consideration of a resolution declaring certain items of personal property surplus and no longer needed for city purposes; describing said items; and authorizing the sale of said items to the Allen Fire Department.

Fire Chief James Kriwanek stated that the Shawnee Fire Department has a 2008 SCBA cascade system that is no longer needed for operations and Staff recommends that it be declared surplus.

A motion was made by Vice Mayor Matthews, seconded by Commissioner Richter, to approve a resolution declaring certain items of personal property surplus and no longer needed for city purposes; describing said items; and authorizing the sale of said items to the Allen Fire Department.

Resolution No. 6785 was introduced.

A RESOLUTION DECLARING CERTAIN ITEMS OF PERSONAL PROPERTY SURPLUS AND NO LONGER NEEDED FOR CITY PURPOSES; DESCRIBING SAID ITEMS; AND AUTHORIZING THE SELL OF SAID ITEMS TO THE ALLEN FIRE DEPARTMENT.

Motion carried 7-0-0.

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

NAY: None

ABSTAIN: None

8. Consideration of a resolution renewing Ordinance Number 1396NS the "Nine-One-One Emergency Number Ordinance" for the period of April 6, 2026 to April 5, 2029.

Finance Director Kimberly Hoover provided a Staff report.

A motion was made by Commissioner Sehorn, seconded by Commissioner Fichtner, to approve a resolution renewing Ordinance Number 1396NS the "Nine-

One-One Emergency Number Ordinance" for the period of April 6, 2026 to April 5, 2029.

Resolution No. 6786 was introduced.

A RESOLUTION RENEWING ORDINANCE NUMBER 1396NS THE "NINE-ONE-ONE EMERGENCY NUMBER ORDINANCE" FOR THE PERIOD OF APRIL 6, 2026 TO APRIL 5, 2029.

Motion carried 7-0-0.

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

NAY: None

ABSTAIN: None

9. Consideration of a resolution setting the 9-1-1 Emergency Telephone Tax Rate.

Finance Director Kimberly Hoover provided a Staff report.

A motion was made by Commissioner Fichtner, seconded by Vice Mayor Matthews, to approve a resolution setting the 9-1-1 Emergency Telephone Tax Rate.

Resolution No. 6787 was introduced.

A RESOLUTION SETTING THE NINE-ONE-ONE EMERGENCY TAX RATE.

Motion carried 7-0-0.

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

NAY: None

ABSTAIN: None

10. Consideration of acceptance of the Shawnee Safe Streets for All Action Plan.

Community Development Director Petya Stefanoff stated that the proposed Action Plan provides a framework for coordinating efforts among City departments, regional partners, and community stakeholders to align investments and decision-making around a shared goal: reducing fatal and serious-injury crashes on Shawnee streets, increasing the walk score, and supporting multi-modal transportation options.

A motion was made by Commissioner Fichtner, seconded by Commissioner Richter, to approve acceptance of the Shawnee Safe Streets for All Action Plan. Motion carried 7-0-0.

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

NAY: None

ABSTAIN: None

11. Consideration of a resolution for Shawnee Safe Streets for All Vision Zero.

A motion was made by Commissioner Fichtner, seconded by Commissioner Richter, to approve a resolution for Shawnee Safe Streets for All Vision Zero.

Resolution No. 6788 was introduced.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SHAWNEE
ADOPTING A ZERO ROADWAY FATALITIES POLICY.

Motion carried 7-0-0.

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

NAY: None

ABSTAIN: None

12. Public hearing for an amendment to the Shawnee Unified Development Code,
Section 22-216 exempting Real Estate Signs from the Sign regulations.
Case No. UDC01-26 | Applicant: City of Shawnee

Community Development Director Petya Stefanoff stated Staff is requesting an amendment to the Shawnee Unified Development Code (UDC), Section 22-216, regarding temporary signs.

Mayor Stephens declared a public hearing in session to consider an amendment to the Shawnee Unified Development Code, Section 22-216 exempting Real Estate Signs from the Sign regulations. Mr. Steve Reese spoke in favor of the amendment. No one spoke against the amendment. The public hearing was closed.

13. Consideration of an ordinance amending the Shawnee Unified Development
Code, Section 22-216 exempting Real Estate Signs from the Sign regulations.
Case No. UDC01-26 | Applicant: City of Shawnee

A motion was made by Vice Mayor Matthews, seconded by Commissioner

Shuler, to approve an ordinance amending the Shawnee Unified Development Code, Section 22-216 exempting Real Estate Signs from the Sign regulations.

Ordinance No. 2824NS was introduced.

AN ORDINANCE AMENDING THE SHAWNEE UNIFIED DEVELOPMENT CODE BY AMENDING CHAPTER 22 “PLANNING AND DEVELOPMENT,” ARTICLE VII “UNIFIED DEVELOPMENT CODE,” DIVISION 4 “DEVELOPMENT STANDARDS,” SECTION 22-216 “SIGNS,” LETTER D “EXEMPT SIGNS.”

Motion carried 7-0-0.

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

NAY: None

ABSTAIN: None

14. Public hearing for an amendment to the Shawnee Unified Development Code, Section 22-197 allowing for Single Family Uses in the R-3 (High Density Residential) zoning district, and correcting a scribner's error regarding the allowance of Triplexes in the R-1 (Low Density Residential) zoning district.
Case No. UDC02-26 | Applicant: City of Shawnee

Community Development Director Petya Stefanoff stated Staff is requesting an amendment to the Shawnee Unified Development Code (UDC), Sec. 22-197, regarding the allowed uses in the R-1 and R-3 zoning districts.

Mayor Stephens declared a public hearing in session to consider an amendment to the Shawnee Unified Development Code, Section 22-197 allowing for Single Family Uses in the R-3 (High Density Residential) zoning district, and correcting a scribner's error regarding the allowance of Triplexes in the R-1 (Low Density Residential) zoning district. No one spoke for or against the amendment. The public hearing was closed.

15. Consideration of an ordinance amending the Shawnee Unified Development Code, Section 22-197 allowing for Single Family Uses in the R-3 (High Density Residential) zoning district, and correcting a scribner's error regarding the allowance of Triplexes in the R-1 (Low Density Residential) zoning district.

Case No. UDC02-26 | Applicant: City of Shawnee

A motion was made by Commissioner Odneal, seconded by Commissioner Fichtner, to approve an ordinance amending the Shawnee Unified Development Code, Section 22-197 allowing for Single Family Uses in the R-3 (High Density Residential) zoning district, and correcting a scribner's error regarding the allowance of Triplexes in the R-1 (Low Density Residential) zoning district.

Ordinance No. 2825NS was introduced.

AN ORDINANCE AMENDING THE SHAWNEE UNIFIED DEVELOPMENT CODE BY AMENDING CHAPTER 22 “PLANNING AND DEVELOPMENT,” ARTICLE VII “UNIFIED DEVELOPMENT CODE,” DIVISION 3 “USES,” SECTION 22-197 “USE TABLE,” TO ALLOW SINGLE FAMILY USES IN THE R-3 (HIGH DENSITY RESIDENTIAL) ZONING DISTRICT, AND CORRECTING A SCRIBNER’S ERROR REGARDING THE ALLOWANCE OF TRIPLEXES IN THE R-1 (LOW DENSITY RESIDENTIAL) ZONING DISTRICT.

Motion carried 7-0-0.

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

NAY: None

ABSTAIN: None

16. Public hearing for a request to rezone the property addressed as 4411 North Aydelotte Street from R-1 (Low Density Residential District) to C-1 (Local Commercial District).

Case No. RZ01-26 | Applicant: Dao & Cynthia Nguyen c/o Landes Engineering

Community Development Director Petya Stefanoff stated the applicant is requesting to rezone the property to build a parking lot. Planning Commission deferred the item to the April meeting. Staff recommends approval of the item.

Mayor Stephens declared a public hearing in session to consider a request to rezone the property addressed as 4411 North Aydelotte Street from R-1 (Low Density Residential District) to C-1 (Local Commercial District). No one spoke in favor of the item. Mr. Steve Reese, Mr. Rob Morris, and Ms. Cyndi Berger spoke against the item. The public hearing was closed.

17. Consideration of an ordinance to rezone the property addressed as 4411 North Aydelotte Street from R-1 (Low Density Residential District) to C-1 (Local

Commercial District).

Case No. RZ01-26 | Applicant: Dao & Cynthia Nguyen c/o Landes Engineering

Discussion was held between the Commission and Staff.

A motion was made by Commissioner Richter, seconded by Commissioner Sehorn, to approve an ordinance to rezone the property addressed as 4411 North Aydelotte Street from R-1 (Low Density Residential District) to C-1 (Local Commercial District).

Ordinance No. 2826NS was introduced.

AN ORDINANCE CONCERNING THE ZONING CLASSIFICATION OF THE FOLLOWING DESCRIBED PROPERTY LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA, TO-WIT: A TRACT OF LAND LOCATED IN BLOCK ONE (1) LOT ONE (1), BISON ADDITION TO THE CITY OF SHAWNEE ALSO BEING A PART OF THE NORTHEAST QUARTER (NE/4) OF SECTION ONE (1), TOWNSHIP TEN NORTH (T-10-N), RANGE THREE EAST (R-3-E) OF THE INDIAN MERIDIAN (I.M.), BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF LOT 1 BLOCK 1 BISON ADDITION; THENCE S00°43'57"E ALONG THE WEST LINE OF SAID LOT 1 A DISTANCE OF 12.00 FEET TO THE POINT OF BEGINNING; THENCE N89°24'00"E A DISTANCE OF 72.84 FEET; THENCE S00°43'57"E A DISTANCE OF 5.00 FEET; THENCE N89 °24'00"E A DISTANCE OF 62.16 FEET TO A POINT ON THE EAST LINE OF SAID LOT 1; THENCE S00° 43'57"E ALONG SAID EAST LINE A DISTANCE OF 65.19 FEET TO A POINT ON THE SOUTH LINE OF SAID LOT 1; THENCE S89° 24'00"W ALONG SAID SOUTH LINE A DISTANCE OF 135.00 FEET TO A POINT ON THE WEST LINE OF SAID LOT 1; THENCE N00° 43'57"W ALONG SAID WEST LINE A DISTANCE OF 70.19 FEET TO THE POINT OF BEGINNING. CONTAINING 0.21 ACRES OR 9,165 SQUARE FEET MORE OR LESS, FROM ZONING CLASSIFICATION R-1 (LOW DENSITY RESIDENTIAL) TO C-1 (LOCAL COMMERCIAL DISTRICT), AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SHAWNEE ACCORDINGLY.

Motion carried 6-1-0.

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

NAY: Fichtner

ABSTAIN: None

18. Public hearing for a request to rezone the property addressed as 541 West Poplar Street from R-1 (Low Density Residential District) to MU (Mixed Use District).

Case No. RZ02-26 | Applicant: Joseph Marshall

Community Development Director Petya Stefanoff stated that the applicant is requesting the rezoning to bring the property into compliance with current zoning code and allow for Mixed Uses at the address.

Mayor Stephens declared a public hearing in session to consider a request to rezone the property addressed as 541 West Poplar Street from R-1 (Low Density Residential District) to MU (Mixed Use District). Mr. Joseph Marshall spoke in favor of the item. No one spoke against the item. The public hearing was closed.

19. Consideration of an ordinance to rezone the property addressed as 541 West Poplar Street from R-1 (Low Density Residential District) to MU (Mixed Use District).

Case No. RZ02-26 | Applicant: Joseph Marshall

A motion was made by Commissioner Sehorn, seconded by Commissioner Richter, to approve an ordinance to rezone the property addressed as 541 West Poplar Street from R-1 (Low Density Residential District) to MU (Mixed Use District).

Ordinance No. 2827NS was introduced.

AN ORDINANCE CONCERNING THE ZONING CLASSIFICATION OF THE FOLLOWING DESCRIBED PROPERTY LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA, TO-WIT: THE NORTH FIFTY (50) FEET OF LOTS TWENTY-ONE (21), AND TWENTY-TWO (22), AND ALL OF LOT TWENTY-FIVE (25), LESS THE EAST 7 FEET THEREOF IN BLOCK TEN (10), REASOR PARK ADDITION, TO THE CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF FROM ZONING CLASSIFICATION R1 (LOW DENSITY RESIDENTIAL) TO MU (MIXED USE DISTRICT), AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SHAWNEE

ACCORDINGLY.

Motion carried 7-0-0.

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

NAY: None

ABSTAIN: None

20. Acknowledge Monthly Sales Tax Report.

Finance Director Kimberly Hoover reported sales tax collections are down Eighty-Five Thousand One Hundred Sixty-Seven Dollars (\$85,167.00) or Three Point Six Eight Percent (3.68%), below the projected budget year-to-date. She stated that use tax collections are down Forty-Nine Thousand Four Hundred Fifty-Nine Dollars (\$49,459.00) or Fourteen Point Seven Four Percent (14.74%), below the projected budget year-to-date.

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

The Commission congratulated the Grove Lady's Basketball Team on their Championship and REACT on its anniversary.

Vice Mayor Matthews commented on the water/sewer/sanitation rates and sales tax.

Commissioner Odneal commented on the Safe Streets for All Action Plan (SS4A).

Mayor Stephens commented on the water/sewer/sanitation rates and rezoning items.

Commissioner Fichtner commented on \$13.5M check for Shawnee Regional Airport, and the water/sewer/sanitation rates.

Commissioner Sehorn commented on sales tax.

Commissioner Richter commented on the 45th Street widening project.

23. Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (7:15 p.m.)

ERIC STEPHENS, MAYOR

ATTEST:

LISA LASYONE, MMC
CITY CLERK

Entity Payment Report

3/1/2026 - 3/31/2026

Payment Date	Name	Payment Type	Receipt #	Payment Amount
3/31/2026	CURTIS & MARTINA ROBERTS	Cash	5109	824.00
3/31/2026	ROWDY BOYS PLUMBING	IBX CC	5108	75.00
3/30/2026	EVETT ELECTRIC INC	Check	5107	100.00
3/30/2026	NEED INSURANCE - AIR COMFORT OF SO OK INC	IBX CC	5106	75.00
3/30/2026	JAMES J GREIN	Check	5105	15.00
3/30/2026	EARLY BIRDS ELECTRIC	IBX CC	5104	100.00
3/30/2026	GREG RODGERS ELECTRICAL SERVICE	IBX CC	5103	75.00
3/26/2026	ARBUCKLE PLUMBING	IBX CC	5102	100.00
3/26/2026	NUEL & SUSAN STEVENS	Check	5101	25.00
3/26/2026	TOPPIE & VIVIAN LINCICOME	Check	5100	25.00
3/24/2026	JULIE & APRIL HUSKINS	Check	5099	824.00
3/24/2026	WOOD AIR CONDITIONING, LLC	IBX CC	5098	100.00
3/24/2026	ONE ELECTRIC	IBX CC	5097	75.00
3/24/2026	TECH TAC	Check	5096	15.00
3/24/2026	\$ - BRICKHOUSE LLC	Cash	5095	1,810.00

3/24/2026	ABOVE ALL ELECTRICAL SOLUTIONS	IBX CC	5094	75.00
3/24/2026	need inspection - SAVERS AUTO SALES	Check	5093	50.00
3/23/2026	COOL FOX HEAT AND AIR	IBX CC	5092	100.00
3/23/2026	\$ - MARIAH BLACK	Check	5091	15.00
3/23/2026	Need license - JESCO ELECTRIC, INC	Check	5090	75.00
3/23/2026	CHAD & COURTNEY WARMINGTON	Check	5089	824.00
3/23/2026	K-MAC ENTERPRISES, INC dba TACO BELL #30390 - 690	Check	5088	15.00
3/23/2026	K-MAC ENTERPRISES, INC dba TACO BELL #30393 - 693	Check	5087	15.00
3/23/2026	LEGACY 4 PLUMBING	IBX CC	5086	75.00
3/20/2026	JAMES H & LINDA R WILSON	Cash	5085	15.00
3/20/2026	DILL ELECTRIC	Check	5084	75.00
3/20/2026	J & J ELETRIC, A MAYS COMPANY	IBX CC	5083	100.00
3/19/2026	DAVID THOMPSON PLUMBING	IBX CC	5082	75.00
3/19/2026	BUTNER BROTHERS LLC	IBX CC	5081	75.00

3/19/2026	CHILI'S GRILL & BAR	Check	5080	905.00
3/18/2026	QUALITY PLUMBING	IBX CC	5079	75.00
3/18/2026	FRONTIER MECHANICAL LC	IBX CC	5078	100.00
3/18/2026	need insurance - PELTIER LAWN SERVICE, INC	Check	5077	25.00
3/18/2026	MURPHY 2015 REVOCABLE TRUST	Check	5076	824.00
3/18/2026	JBT ELECTRIC LLC	IBX CC	5075	100.00
3/18/2026	A & T MECHANICAL HEAT & AIR SERVICES	IBX CC	5074	75.00
3/17/2026	WOLF & LINDA GUGLER	Check	5073	824.00
3/17/2026	RMS SOLUTIONS GROUP	IBX CC	5072	100.00
3/17/2026	JOHN & SANDRA FANELLI	IBX CC	5071	15.00
3/17/2026	BOSS ELECTRIC	Check	5070	75.00
3/16/2026	\$ - GREEN COUNTRY ELECTRIC & SUPPLY INC	IBX CC	5069	75.00
3/16/2026	GREGORY RYAN	Check	5068	824.00
3/16/2026	GREGORY RYAN	Check	5067	824.00
3/16/2026	REBECCA FLOWERS & DEBRA HILTERBRAND	IBX CC	5066	824.00

3/16/2026	ERRON MOORE	Check	5065	824.00
3/16/2026	STIDHAM PLUMBING SERVICES	Cash	5064	100.00
3/16/2026	R CHRIS & KAY DUROY	Check	5063	824.00
3/16/2026	AIR TECHNOLOGIES OF OKC INC	IBX CC	5062	100.00
3/16/2026	AIR TECHNOLOGIES OF OKC INC	IBX CC	5061	100.00
3/16/2026	DOLGENCORP LLC dba DOLLAR GENERAL STORE #25038	Check	5060	450.00
3/16/2026	DODDIE & LEONARD MOSLEY	IBX CC	5059	824.00
3/16/2026	SPACEK PLUMBING	IBX CC	5058	75.00
3/16/2026	THOR'S HAMMER INC	IBX CC	5057	100.00
3/13/2026	DEBBIE WILSIE	Check	5056	15.00
3/13/2026	HADLEY HEATING & AIR	Check	5055	100.00
3/12/2026	SOONER HVAC, INC	IBX CC	5054	75.00
3/12/2026	ROCKING G ELECTRIC	IBX CC	5053	100.00
3/11/2026	BOOMER TREE SERVICE	Cash	5052	25.00
3/11/2026	need inspection - BARKLEY'S DOG WASH	IBX CC	5051	50.00
3/11/2026	SAFE LINK DBA MY COMMUNITY WIRELESS	IBX CC	5050	50.00

3/11/2026	HOPKINS ELECTRIC	IBX CC	5049	100.00
3/11/2026	BUG SQUAD	IBX CC	5048	25.00
3/10/2026	CEBCO SERVICES LLC	Cash	5047	100.00
3/9/2026	HONEY DONUT	Cash	5046	50.00
3/6/2026	need inspections - REFLECTIONS EVENTS / EVENTS @1937	IBX CC	5045	50.00
3/5/2026	CAVENDER'S BOOT CITY	IBX CC	5044	50.00
3/5/2026	ENTERPRISE RENT A CAR	IBX CC	5043	25.00
3/5/2026	IBC BANK	Check	5042	15.00
3/4/2026	PAULA G TAYLOR	Check	5041	15.00
3/3/2026	LARRY MITCHELL & MATHEW CASSEL	Check	5040	824.00
3/3/2026	OK B HEALTHY	Check	5039	50.00
3/3/2026	RON'S SIGN CO	IBX CC	5038	75.00
3/2/2026	JOSEFINA SOLIS	IBX CC	5037	15.00
3/2/2026	JEREMY & SAGE HIGDON	Check	5036	824.00
3/2/2026	STARKS ELECTRIC CO	Check	5035	75.00
				17,592.00

Total Records: 75

3/31/2026

Monthly - City Clerk

3/1/2026 - 3/31/2026

Permit #	Permit Date	Permit Type	Parcel Address	Applicant Name	Description	Project Cost	Square Feet	Total Fees
20260361	3/31/2026	B - Storm Shelter	910 N PATCHIN AVE	FIRESTORM SEPTICS AND SHELTERS	NEW INSTALLATION	4,400	48	\$29.50
20260360	3/31/2026	O - Paving Cut and Boring	201 SHAVANO ST	B & H CONSTRUCTION	ROAD BORE	0	0	
20260359	3/31/2026	O - Demolition and Moving	1129 N BEARD	WADES SERVICES	DEMOLITION	0	0	\$50.00
20260358	3/31/2026	O - Sign	4901 N KICKAPOO AVE	METRO SIGN	REPLACE EXISTING	12,500	257	\$50.00
20260357	3/31/2026	M - Mechanical	500 W UNIVERSITY	GOFORTH PLUMBING & MECHANICAL, LLC	CHANGE OUT	0	0	\$54.50
20260356	3/31/2026	P - Plumbing	106 E FRANKLIN	ROWDY BOS PLUMBING	REMODEL	0	0	\$54.50
20260354	3/30/2026	P - Plumbing	2812 SIMCO PL	AIR COMFORT SOLUTIONS	CHANGE OUT	0	0	
20260353	3/30/2026	E - Electrical	15812 SLEEPY HOLLOW RD	EVETT ELECTRIC INC	REMODEL	0	0	\$54.50
20260352	3/30/2026	O - Paving Cut and Boring	1010 E 45th st	CODE RED UNDERGROUND, LLC	ROAD BORE	0	0	
20260351	3/30/2026	E - Electrical	1208 E HICKMAN	EARLY BIRD ELECTRIC	CHANGE OUT	0	0	\$104.50

20260350	3/30/2026	M - Mechanical	4409 N KICKAPOO SUITE 125	INTEGRATED HVAC	CHANGE OUT	0	0	\$304.50
20260349	3/30/2026	B - Commercial -	3331 N HARRISON	DEMPSEY TEMPLETON	REMODEL	26,000	4,800	\$1,204.50
20260348	3/30/2026	B - Commercial - Remodel	517 W UNIVERSITY ST	OBU - FACILITIES	REMODEL	17,376	300	\$79.50
20260347	3/30/2026	P - Plumbing	196 SHAWNEE MALL DR	FRONTIER MECHANICAL LC	DUNCAN DONUTS - CHANGE OUT	0	0	\$104.50
20260346	3/30/2026	P - Plumbing	601 N BONITA	ARBUCKLE PLUMBING	CHANGE OUT	0	0	\$54.50
20260345	3/27/2026	B - Residential Remodel	1212 N UNION	TAILORED REMODELING	REMODEL	12,000	150	\$29.50
20260344	3/27/2026	B - Storm Shelter	2222 N AYDELOTTE AVE	FIRESTORM SEPTICS AND SHELTERS	NEW INSTALLATION	5,900	35	\$29.50
20260343	3/27/2026	P - Plumbing	24 E KIRK	ADVENT PLUMBING	CHANGE OUT	0	0	\$54.50
20260342	3/26/2026	P - Plumbing	4406 LILLY VALLEY	STANFIELD PLUMBING	GAS EXTENSION	0	0	\$54.50
20260341	3/26/2026	F - Fire Suppression	1001 N KENNEDY SUITE 315 STUCKER	P & L FIRE PROTECTION, INC	NEW INSTALLATION	0	1,957	\$143.64
20260340	3/26/2026	B - Storm Shelter	2513 BRADFORD CT	GROUND ZERO	NEW INSTALLATION	3,495	32	\$29.50
20260339	3/26/2026	M - Mechanical	809 N ROOSEVELT	WATKINS HEATING & AIR CONDITIONING	CHANGE OUT	0	0	\$64.50

20260338	3/26/2026	M - Mechanical	101 W 10TH ST	AIR FORCE 1 A/C & HTG. LLC	CHANGE OUT	0	0	\$104.50
20260336	3/25/2026	PC - Minor Subdivision	4900 N HARRISON AVE	DO HOLDINGS LLC	MINOR SUBDIVISION	0	0	\$200.00
20260335	3/25/2026	B - Accessory Structure	1324 N PARK AVE	CAROLINA CARPORTS INC	NEW CONSTRUCTION	2,789	240	\$54.50
20260333	3/24/2026	O - Demolition and Moving	921 E FARRALL	MEIER AND SON DEMOLITION, LLC	DEMOLITION	0	0	
20260332	3/24/2026	M - Mechanical	196 SHAWNEE MALL DR	WOOD AIR CONDITIONING	REMODEL	0	0	\$54.50
20260331	3/24/2026	E - Electrical	196 SHAWNEE MALL DR	THOR'S HAMMER INC	REMODEL	430,750	0	\$104.50
20260330	3/24/2026	O - Curb Cut, Driveway and Sidewalk		CYNTERGY AEC LLC	NEW INSTALLATION	0	0	
20260329	3/24/2026	E - Electrical	527 E MAIN	ABOVE ALL ELECTRICAL SOLUTIONS, LLC	REPLACE EXISTING	0	0	\$54.50
20260328	3/24/2026	O - Sign	1234 E HIGHLAND ST	SIGN FACTORY	NEW INSTALLATION	6,100	36	\$50.00
20260327	3/24/2026	P - Plumbing	10 RED OAK	LEGACY 4	REPAIR	0	0	\$54.50
20260326	3/23/2026	B - Residential New	215 OUTLANDER WAY	GREG BROWN HOMES	NEW CONSTRUCTION	325,000	2,700	\$1,558.25
20260325	3/23/2026	E - Electrical	113 W DUNBAR	J & J ELECTRIC LLC	REPLACE EXISTING	0	0	\$54.50

20260324	3/23/2026	E - Electrical	196 SHAWNEE MALL DR	THOR'S HAMMER INC	REMODEL	430,750	0	\$154.50
20260323	3/23/2026	E - Electrical	1323 N TUCKER	MISTER SPARKY	REPLACE EXISTING	0	0	\$154.50
20260322	3/23/2026	B - Residential Remodel	106 E FRANKLIN	NATE COMPTON	REMODEL	30,000	1,300	\$280.75
20260321	3/23/2026	P - Plumbing	4410 LILLY VALLEY	ERIC'S PLUMBING LLC	REMODEL	0	0	\$54.50
20260320	3/23/2026	P - Plumbing	1824 E REMINGTON ST	WEST SHORE HOME, LLC	REPLACE EXISTING	0	0	\$54.50
20260319	3/23/2026	P - Septic	8420 N KICKAPOO	VETS SEPTIC SERVICE INC	INSTALLATIO N WITHOUT PERMIT	0	0	\$25.00
20260318	3/23/2026	M - Mechanical	601 N BONITA	COOL FOX HEAT & AIR	CHANGE OUT	0	0	\$54.50
20260317	3/23/2026	P - Plumbing	702 N LOUISA	DALE'S PLUMBING	REPLACE EXISTING	0	0	\$54.50
20260316	3/23/2026	M - Mechanical	1316 INVERNESS CIR	SPARKS HEAT & AIR, INC	CHANGE OUT	0	0	\$54.50
20260315	3/23/2026	O - Paving Cut and Boring	4850 SHAWNEE MISSION DR	ARIAS UTILITY, LLC	ROAD BORE	0	0	
20260314	3/20/2026	PC - Minor Subdivision	4411 N AYDELOTTE	City of Shawnee c/o Landes Engineering	Lot merge for Lifestyle Plaza	0	0	
20260313	3/20/2026	B - Accessory Structure	3903 PINE RIDGE	BRITTANY LEWIS	NEW CONSTRUCTIO N	300	170	
20260312	3/20/2026	B - Residential Remodel	4410 LILLY VALLEY	TAILORED REMODELING	REMODEL	15,000	150	\$29.50

20260311	3/20/2026	O - Paving Cut and Boring	2225 E HIGHLAND	B & H CONSTRUCTION	CURB CUT	0	0	
20260310	3/19/2026	E - Electrical	12 ROCK HOLLOW RD	MISTER SPARKY	MISCELLANEOUS	0	0	\$54.50
20260309	3/19/2026	O - Demolition and Moving	651 N UNION	WADES SERVICES	DEMOLITION	0	0	
20260308	3/19/2026	O - Chicken Permit	1412 N OKLAHOMA AVE	TISHA SIMON & WILLIAM WEAVER	CHICKEN PERMIT	0	0	\$15.00
20260307	3/19/2026	M - Mechanical	516 N MARKET	SPARKS HEAT & AIR, INC	CHANGE OUT	0	0	\$44.50
20260306	3/19/2026	M - Mechanical	1930 RAIN TREE DR	AIRCO SERVICE	CHANGE OUT	0	0	\$64.50
20260305	3/19/2026	B - Storm Shelter	6 DOUG DR	OZ SAFEROOMS TECH	NEW INSTALLATION	10,500	25	\$29.50
20260304	3/18/2026	P - Plumbing	1415 E MACARTHUR	QUALITY PLUMBING	REMODEL	0	0	\$54.50
20260303	3/18/2026	P - Plumbing	196 SHAWNEE MALL DR	FRONTIER MECHANICAL LC	REMODEL	0	0	\$204.50
20260302	3/18/2026	M - Mechanical	2120 N BEARD AVE	DAVIS HEATING & AIR CONDITIONING	CHANGE OUT	0	0	\$84.50
20260301	3/18/2026	B - Commercial - New	15 E 10TH ST	TBD - POTTAWATOMIE COUNTY	NEW CONSTRUCTION	0	0	
20260300	3/18/2026	B - Residential Remodel	1604 N BROADWAY	Krista Stalcup	REMODEL	27,000	1,524	\$263.58
20260299	3/18/2026	F - Burn	3500 N BRYAN AVE	JANICE TOMLINSON	BURN PERMIT	0	0	\$29.50

20260298	3/18/2026	E - Electrical	15 MOJAVE DR	EROPKIN AUDIO LLC	MISCELLANEO US BCW	0	0	\$54.50
20260297	3/18/2026	E - Electrical	2905 N MARKET AVE	ALL PHASE ELECTRIC	MISCELLANEO US	0	0	
20260296	3/18/2026	E - Electrical	106 E FRANKLIN	JBT ELECTRIC LLC	NEW 200-AMP SERVICE	0	0	\$104.50
20260295	3/17/2026	E - Electrical	4850 MARKETPLACE BLVD	RMS SOLUTIONS GROUP	ADD ON	0	0	\$104.50
20260294	3/17/2026	B - Storm Shelter	2308 TIMBERS BLVD	STORM SAFE SHELTERS, INC	NEW INSTALLATIO N	3,950	12	\$29.50
20260293	3/17/2026	E - Electrical	1805 N HARRISON	SELECT SERVICE ELECTRIC	NEW SERVICE / BCW	0	0	\$204.50
20260292	3/17/2026	O - Curb Cut, Driveway and Sidewalk	2116 TIMBERS BLVD	FELKINS CONCRETE, LLC	ADD ON	0	0	\$50.00
20260291	3/17/2026	PC - Minor Subdivision		DO Holdings LLC & Wallace Design Collective, PC	Lot Merge	0	0	\$200.00
20260290	3/16/2026	O - Curb Cut, Driveway and Sidewalk	324 N CHAPMAN AVE	B & H CONSTRUCTIO N	REPAIR	0	0	
20260289	3/16/2026	P - Plumbing	1924 N MARKET AVE	WEST SHORE HOME, LLC	REMODEL	0	0	\$54.50
20260288	3/16/2026	E - Electrical	1824 E 10TH ST	GREEN COUNTRY ELECTRIC	BOND GAS LINE	0	0	\$54.50

20260287	3/16/2026	E - Electrical	4104 PINE RIDGE	PINNACLE HOME SERVICES dba MISTER SPARKY	BRANCH CIRCUIT WIRING	0	0	\$54.50
20260286	3/16/2026	E - Electrical	2401 E HIGHLAND	HOPKINS ELECTRIC COMPANY	NEW SERVICE	0	0	\$54.50
20260285	3/16/2026	P - Plumbing	1049 VISION BLVD STE 100	STIDHAM PLUMBING SERVICES	TENANT FINISH OUT	0	0	\$54.50
20260284	3/16/2026	P - Plumbing	825 N LOUISA	SPACEK PLUMBING	BATH REMODEL	0	0	\$54.50
20260283	3/16/2026	P - Plumbing	1817 N BELL AVE	STANFIELD PLUMBING	REPAIR EXISTING	0	0	\$54.50
20260282	3/16/2026	P - Plumbing	1824 E 10TH ST	STANFIELD PLUMBING	REPLACE EXISTING	0	0	\$54.50
20260281	3/13/2026	M - Mechanical	1001 N PENNSYLVANIA	HADLEY HEATING & AIR	CHANGE OUT	0	0	\$54.50
20260280	3/13/2026	E - Electrical	601 N BONITA	ROCKING G ELECTRIC	UPGRADE SERVICE	0	0	\$54.50
20260279	3/12/2026	F - Open Air / Tent	1700 W INDEPENDENCE ST	CIRQUE ENTERTAINMENTS, LLC	2 TENTS - 66'x99' / 131'Round	0	0	\$204.50
20260278	3/12/2026	P - Plumbing	220 W MAIN ST	QUALITY PLUMBING	REPAIR EXISTING	0	0	\$54.50
20260277	3/12/2026	P - Plumbing	410 W KIRK	CRISTIANS PLUMBING	REMODEL	0	0	\$54.50
20260276	3/12/2026	O - Curb Cut, Driveway and Sidewalk	2600 N LEO	RICHARDS CUSTOM CONCRETE	REPLACE EXISTING	0	0	\$50.00
20260275	3/11/2026	M - Mechanical	1213 CHARLES DR	AIRCO SERVICE	CHANGE OUT	0	0	\$84.50
20260274	3/11/2026	P - Plumbing	611 N HOBSON	HARDINS FAMILY PLUMBING	REMODEL	0	0	\$54.50

20260273	3/11/2026	P - Plumbing	609 N HOBSON	HARDINS FAMILY PLUMBING	REMODEL	0	0	\$54.50
20260272	3/11/2026	E - Electrical	526 LAKESIDE CT	LARRISON ELECTRICAL SERVICES	NEW INSTALLATION	0	0	\$54.50
20260271	3/11/2026	P - Plumbing	526 LAKESIDE CT	LIBERTY PLUMBING & GAS	NEW INSTALLATION	0	0	\$54.50
20260270	3/11/2026	O - Paving Cut and Boring	6 E MACARTHUR ST	ARIAS UTILITY, LLC	ROAD BORE	0	0	
20260269	3/10/2026	O - Paving Cut and Boring	4419 CYPRESS DR	B & H CONSTRUCTION	ROAD BORE	0	0	
20260268	3/10/2026	B - Residential New	6209 BUCKHORN TRL	GREG BROWN HOMES	NEW CONSTRUCTION	325,000	2,800	\$1,579.50
20260267	3/10/2026	B - Storm Shelter	4813 DANA DR	JZ INSTALLATIONS LLC	NEW INSTALLATION	3,650	21	\$29.50
20260266	3/10/2026	O - Paving Cut and Boring	600 SHAWNEE MALL DR	BLUEPEAK	ROAD BORE	0	0	
20260265	3/10/2026	O - Paving Cut		BLUEPEAK	ROAD BORE	0	0	
20260264	3/10/2026	B - Accessory Structure	1824 E 10TH ST	MC SHED & MORE SHAWNEE	MOVE ON	7,500	288	\$29.50
20260263	3/9/2026	F - Fire Alarm / Smoke Control	514 N HARRISON	US ALERT SECURITY	NEW INSTALLATION	0	0	
20260262	3/9/2026	O - Paving Cut and Boring	201 N KICKAPOO	DOBSON FIBER	ROAD BORE	0	0	
20260261	3/6/2026	E - Electrical	1604 N BROADWAY	CEBCO SERVICES LLC	REMODEL	0	0	\$104.50

20260259	3/6/2026	M - Mechanical	1421 E 45	SPARKS HEAT & AIR, INC	CHANGE OUT	0	0	\$204.50
20260258	3/6/2026	F - Carnival / Fair	4901 N KICKAPOO - 1490	COMMUNITY ART GALLERY - HOWARD S BAIRD	RENAISSANCE FAIR	0	0	\$50.00
20260257	3/5/2026	B - Residential Other	16805 ACME RD	ALBERTO PARTIDA	REPLACE EXISTING	28,850	897	\$29.50
20260256	3/5/2026	B - Residential Remodel	5 MOJAVE DR	GROUNDWORKS OKC LLC	REPAIR EXISTING	5,135	0	
20260255	3/5/2026	E - Electrical	516 N MARKET	BOB'S ELECTRIC	REMODEL	0	0	\$54.50
20260254	3/5/2026	B - Commercial - New	700 SARATOGA ST SUITE B	AC OWEN CONSTRUCTION	NEW CONSTRUCTION	3,600,000	15,000	\$6,219.50
20260253	3/5/2026	P - Plumbing	323 W 9TH ST	STANFIELD PLUMBING	MISCELLANEOUS	0	0	\$54.50
20260252	3/4/2026	F - Burn		SOONER SITE CONSTRUCTION	BURN PERMIT	0	0	
20260251	3/4/2026	O - Demolition and Moving	1113 E CHANDLER	TRIPLE C DOZER	DEMOLITION	0	0	\$50.00
20260250	3/4/2026	E - Electrical	4510 MARKETPLACE BLVD	ORION ENERGY SYSTEMS, INC	TEMPORARY SERVICE	0	0	\$54.50
20260249	3/4/2026	P - Plumbing	706 E GRANT	JACKSON PLUMBING	MISCELLANEOUS	0	0	\$54.50
20260248	3/3/2026	E - Electrical	3325 N HARRISON	MARSH ELECTRIC LLC	NEW INSTALLATION	0	0	\$54.50
20260247	3/3/2026	B - Storm Shelter	211 SHAVANO ST	OKLAHOMA SHELTERS	NEW INSTALLATION	3,900	35	\$29.50

20260246	3/3/2026	E - Water Modification / Extension	4640 MARKETPLACE BLVD	BRADYS PROPERTIES	WATER MODIFICATION	0	0	
20260245	3/3/2026	E - Storm Water Modification / Extension	4640 MARKETPLACE BLVD	BRADYS PROPERTIES	STORM WATER MODIFICATION	0	0	
20260244	3/3/2026	E - Sewer Modification / Extension	4640 MARKETPLACE BLVD	BRADYS PROPERTIES	SEWER MODIFICATION	0	0	
20260243	3/3/2026	E - Paving / Grading	4640 MARKETPLACE BLVD	BRADYS PROPERTIES	PAVING & GRADING	0	0	
20260242	3/3/2026	B - Storm Shelter	1304 E ADA ST	STORM SAFE TORNADO SHELTERS	NEW INSTALLATION	3,000	0	\$29.50
20260241	3/3/2026	B - Commercial - New	4640 MARKETPLACE BLVD	BRADYS PROPERTIES	NEW CONSTRUCTION	1,000,000	31,250	
20260240	3/2/2026	E - Electrical	11 W 45TH ST UNIT 200	OMEGA POWER COMPANY	BRANCH CIRCUIT WIRING	0	0	\$54.50
20260239	3/2/2026	M - Mechanical	11 W 45TH ST UNIT 200	NAUTICAL MECHANICAL	NEW INSTALLATION	0	0	\$204.50
20260238	3/2/2026	M - Mechanical	11 W 45TH ST UNIT 100	NAUTICAL MECHANICAL	NEW INSTALLATION	0	0	\$104.50
20260237	3/2/2026	F - Fire Alarm / Smoke Control	4901 N KICKAPOO AVE #1414	SUMMIT FIRE SECURITY	ALARM MODIFICATION	0	0	\$104.50
20260236	3/2/2026	E - Electrical	2401 E HIGHLAND	BMF ELECTRICAL	REPLACE SERVICE	0	0	\$104.50
20260235	3/2/2026	B - Storm Shelter	1410 MADISON AVE	OKLAHOMA SHELTERS	NEW INSTALLATION	3,900	21	\$29.50

20260234	3/2/2026	B - Residential New	213 SHAVANO ST	GREG BROWN HOMES LLC	NEW CONSTRUCTIO N	360,000	2,878	\$1,596.08
20260233	3/2/2026	B - Residential Remodel	611 N HOBSON	JERILYNN VAN HOOVE	REMODEL	50,000	968	\$210.20
20260232	3/2/2026	B - Residential Remodel	609 N HOBSON	JERILYNN VAN HOOVE	REMODEL	50,000	1,216	\$262.90
20260231	3/2/2026	B - Residential New	1304 E MARGARET	GS INVESTMENTS	NEW CONSTRUCTIO N	110,000	1,015	\$1,160.19
20260230	3/2/2026	E - Electrical	1301 E INDEPENDENC E	SELECT SERVICE ELECTRICAL	REMODEL	0	0	\$54.50
20260229	3/2/2026	B - Residential New	1312 E MARGARET ST	GS INVESTMENTS	NEW CONSTRUCTIO N	110,000	1,015	\$1,160.19
								\$22,234.28

Total Records: 129

3/31/2026



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

Date: April 20, 2026
To: Board of City Commissioners
From: Kimberly Hoover, Finance Director
Subject: Budget amendments for Fiscal Year 2025 – 2026:

Background: A total budget amendment in the amount of \$176,672.12 should be considered.

Community Development Block Grant— Invoice was inadvertently paid using Community Development Block grant funds. City Staff is requesting to do a budget amendment correction to correct Community Development. The amount of the appropriation is as follows:

- \$233.40 – Materials & Supplies

Capital Improvement Fund— The Fire Department received monies for the sale of surplus property from Allen Fire Department. City Staff is requesting to transfer the funds into Capital Outlay Equipment. The amount of the appropriation is as follows:

- \$10,000.00 – Capital Outlay — Equipment

Capital Improvement Fund— The Shawnee Municipal Authority received money from OMAG for a vehicle that was totaled. City Staff is requesting a transfer the funds into Capital Outlay – Equipment. The amount of the appropriation is as follows:

- \$48,229.00 – Capital Outlay – Equipment

Capital Improvement Fund— The Fire Department received monies from the purchase of an E-One Rescue Pumper. The payment was inadvertently posted to the incorrect Fund. City Staff is requesting to do a budget amendment correction to correct the fund. The amount of the appropriation is as follows:

- \$112,227.72 - Capital Outlay - Equipment

Insurance Recovery— The Parks Department received monies from OMAG for Kidspace Park. City Staff is requesting to transfer funds into Repair & Maintenance – Buildings. The amount of the appropriation is as follows:

- \$3,647.00 – Repair & Maintenance — Buildings

Insurance Recovery— The Airport received monies from OMAG for the fence at the Airport. The City Staff is requesting to transfer funds to Capital Outlay – Buildings & Improvements. The amount of the

appropriation is as follows:

- \$2,335.00 – Capital Outlay – Buildings & Improvements

Financial Impact: See attached budget amendments.

Attachments:

Staff Recommendation: Approval of budget amendments.

**CITY OF SHAWNEE
2025-2026 BUDGET AMENDMENT
COMMUNITY DEVELOPMENT BLOCK GRANT**

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
190	5-1410-52500			MATERIALS & SUPPLIES	2,303.85	233.40	2,537.25
001	5-0510-52050			UNIFORMS & CLOTHING	540.00	(233.40)	306.60
					-	-	-
					-	-	-
					2,843.85	-	2,843.85

Approved by the City Commission this

Explanation of Budget Amendment:

To make correction from fund 001 to fund 190.

Approved:

Mayor _____
Attest: _____

City Clerk _____

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

**CITY OF SHAWNEE
2025-2026 BUDGET AMENDMENT
CAPITAL IMPROVEMENT 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	48090			SALE OF SURPLUS PROPERTY	132,247.00	(10,000.00)	122,247.00
				Total	132,247.00	(10,000.00)	122,247.00

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
301	5-0710-54500			CAPITAL OUTLAY - EQUIPMENT	15,522.98	2,000.00	17,522.98
301	5-0720-54500			CAPITAL OUTLAY - EQUIPMENT	346,128.29	8,000.00	354,128.29
					-	-	-
					-	-	-
					361,651.27	10,000.00	371,651.27

Approved by the City Commission this

Explanation of Budget Amendment:

To appropriate monies recieved from Allen Fire Department for sale of surplus property to transfer to Capital Outlay - Equipment for the Fire Department expenditures FY26.

Approved:

Mayor _____

Attest: _____

City Clerk _____

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

**CITY OF SHAWNEE
2025-2026 BUDGET AMENDMENT
CAPITAL IMPROVEMENT 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
603	48040			INSURANCE RECOVERY	566,976.70	(48,229.00)	518,747.70
				Total	566,976.70	(48,229.00)	518,747.70

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
301	5-1040-54500			CAPITAL OUTLAY - EQUIPMENT	15,522.98	48,229.00	63,751.98
							-
					-	-	-
					-	-	-
					15,522.98	48,229.00	63,751.98

Approved by the City Commission this

Explanation of Budget Amendment:

To appropriate monies recieved from OMAG for Shawnee Municipal Authority for a vehicle that was totaled to transfer to Capital Outlay - Equipment for the Distribution & Collection department for expenditures in FY26.

Approved:

Mayor _____
Attest:

City Clerk _____

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

**CITY OF SHAWNEE
2025-2026 BUDGET AMENDMENT
CAPITAL IMPROVEMENT 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
301	5-0720-54500			CAPITAL OUTLAY - EQUIPMENT	972,862.90	112,227.72	1,085,090.62
303	5-0720-54500			CAPITAL OUTLAY - EQUIPMENT	1,727,549.00	(112,227.72)	1,615,321.28
					-	-	-
					-	-	-
					2,700,411.90	-	2,700,411.90

Approved by the City Commission this

Explanation of Budget Amendment:

To make correction from Fund 303 to Fund 301.

Approved:

Mayor _____
Attest: _____

City Clerk _____

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

**CITY OF SHAWNEE
2025-2026 BUDGET AMENDMENT
INSURANCE RECOVERY**

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
603	48040			INSURANCE RECOVERY	566,976.70	(3,647.00)	563,329.70
				Total	566,976.70	(3,647.00)	563,329.70

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
603	5-0940-53020			REPAIR & MAINT - BUILDINGS	33,000.00	3,647.00	36,647.00
							-
					-	-	-
					-	-	-
					33,000.00	3,647.00	36,647.00

Approved by the City Commission this

Explanation of Budget Amendment:

To appropriate monies recieved from OMAG for Kidspace Park to transfer to Repair & Maintenance - Buildings for the Parks Department expenditures FY26.

Approved:

Mayor _____

Attest: _____

City Clerk _____

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

Estimated Revenue, Fund Balance, or Transfers IN

Appropriations

Shawnee Twin Lakes Cabin Site Leases Summary Report – For Renewals & Transfers

Date: 4.15.2026	License No.: 7125
Type:	☐ Renewal ☒ Transfer
Commission Meeting Date:	April 20, 2026
Property Address	15400 Eckel Rd
Lake Site Location	Eckel Tract Lot 4
Lease Dates	4.20.2026 - 4.20.2056
Lease Fee	\$824.00
Inspection Fee	\$75.00 Applicable: ☒ Yes ☐ No
Lessee (Transfer To)	
Name(s)	Bobby Steven Cox & Wesley Glen Cox
Address	37405 Garretts Lake Rd, Shawnee, OK 74804 / 7010 Coker Rd, Shawnee, OK 74801
Email	bobbycox19120@gmail.com; wcoxpharms@gmail.com
Phone	405.650.0363; 405.831.3412
Current Lessee (Transfer From)	
Name(s)	
Address	
Email	
Phone	
Inspection Information	
Inspection Required	☒ Yes ☐ No
DEQ Report on File	☒ Yes ☐ No
Type of Septic	☒ Conventional ☐ Aerobic
Last Inspected / Pumped	05/24/2019
Miscellaneous Comments	Entity 5011 \$808.00 past due Entity 7125 \$824.00 new lease Transfer Fee \$250.00 Inspection Fee \$75.00
Fees Collected	\$1957.00 due Receipt No. 5150: \$1149.00 \$ 808.00



Cabin Site Lease

PLEASE READ CAREFULLY

THIS LEASE IS NOT TRANSFERABLE AND IS SUBJECT TO CANCELLATION BY THE CITY FOR ANY VIOLATIONS OF THE TERMS THEREOF AS MORE SPECIFICALLY SET FORTH IN SECTION 16-326 OF THE SHAWNEE MUNICIPAL CODE:

LEASE # 7125 TRACT NAME Eckel LOT # 4

STATE OF OKLAHOMA, POTTAWATOMIE COUNTY, SS:

This Lease was made and entered into in duplicate this date of 04/20/2026 by and between the CITY OF SHAWNEE, a municipal Corporation, PARTY OF THE FIRST PART, and

BOBBY STEVEN COX & WESLEY GLEN COX,
37405 GARRETTS LAKE RD
SHAWNEE, OK 74804

PARTY OF THE SECOND PART.

WITNESSETH: That the first party in consideration of the sum of \$824.00 dollars for 2026, does hereby acknowledge receipt of the applicable rental fee, and other good and valuable considerations, does by these presents demise, lease and let unto the second party the following described real estate situated on, and part of the site, owned by the first party as a City Reservoir and known as Shawnee Twin lake No. 1, in the County of Pottawatomie State of Oklahoma, to-wit:

15400 ECKEL RD

TO HAVE AND TO HOLD SAME UNTO the second party for a term of thirty (30) years from the date hereof.

IT IS FURTHER mutually understood and agreed by and between the parties hereto as follows:

The said party of the second part shall and will and does hereby agree to pay to the first party annual lease payments as set forth in "Exhibit A", payable yearly in advance. The City shall retain the right to adjust the lease rate schedule at the termination of the original 30-year lease or at such time that a transfer is approved in accordance with Section 16-321 of the Shawnee Municipal Code (hereafter "SMC").

That at the expiration of the primary term hereof, the lessee shall have the right and option to renew said lease for an additional period of thirty (30) years under the terms and conditions set forth in Section 16-321 SMC. There is no limit to the number of times a lease can be renewed.

The premises of all lots leased by the City shall at all times be kept clean and maintained in a sanitary condition by the lessee. There is a 25-foot lakeshore buffer that extends landward of the ordinary high water mark on all leased lots for the purpose of watershed protection. This area shall not be used by the general public, except during an emergency situation. Within this buffer, leaseholders are encouraged to preserve existing native vegetation. Docks and other approved structures may be located within the buffer area. Fertilizers and other chemicals shall not be used within the buffer area. All other applicable City regulations and rules apply.

That in addition to the possession of the property so leased, the lessee shall have the right and privilege of a site for a boat house and boat dock on the land owned by the City adjoining and immediately in front of a lot leased, which said boat house shall be erected and maintained by and at the cost of the lessee on ground not to exceed

an area of thirty (30) feet by thirty (30) feet, which said boat house shall never be used as a place of human habitation, and which said boat house or boat dock shall conform to the provisions of Section 16-325 SMC, and that said boat dock or boat house shall be the private property of the lessee, who shall have the right of ingress and egress to and from the same, subject to the rights of the public as set forth herein. The lessee shall agree to keep said lot and boat house and dock in a clean and sanitary condition, and to maintain the same in a safe condition, and the City as lessor shall in no manner be liable to lessee for any damages suffered by lessee to said lot or boat house or dock, or the improvements thereon on account of the rise and fall of the water line of said lake, or for the enlargement or decrease by the City of the size of said lake, or on account of any rules or regulation that may hereafter be adopted by lessor, governing the regulations of said lake, and lessee agrees to hold the lessor free and harmless from all damages suffered by him or by any other person, on account of personal injuries or loss of property that may incur upon said lot, boat house, or boat dock.

That the lessee agrees to lease the premises **AS IS** from the lessor with the knowledge and understanding that the lessor does not guarantee access to lots. Should the Lessee determine that an access road is necessary to reach his/her lot from a road already in existence, lessee agrees to use his/her own funds to create said access road. Lessee further agrees that upon access road completion it shall not be a private road, but rather, will be available for public use, including, but not limited to, allowing neighbor lots to connect to it to improve access to their lots or to allow joint access to bordering lots upon the one access road. The location of any access road to be constructed by the lessee must be approved by the City Engineer of the City of Shawnee prior to the beginning of construction.

That should the lessee construct any building or other structure, said construction will be in accordance with City of Shawnee development regulations. Lessee agrees that prior to commencing construction on any structure on the leased premises he/she will obtain an approved building permit from the City.

That lessee is solely responsible for determining the flood elevation on the leased premises and is required to satisfy lessor that prior to any construction on the leased premises the determination of the flood elevation has been done correctly and that any structure or building to be constructed on the leased premises be above the flood elevation. **LESSOR EXPRESSLY MAKES NO WARRANTIES OR REPRESENTATIONS AS TO SAFETY FROM FLOODING ON THE LEASED PREMISES AND LESSEE EXPRESSLY RELEASES THE LESSOR FROM ANY LIABILITY DUE TO FLOOD DAMAGE, BOTH PERSONAL AND PROPERTY, OCCURRING ON THE LEASED PREMISES FROM ANY CAUSE OR CONDITION.**

That all sanitary facilities to be constructed on the premises shall be wholly contained on the leased premises. Sanitary facilities, include, but are not limited to, septic tanks and lateral lines.

All septic systems and waste disposal systems on leased lake lots shall be inspected and subject to the standards set forth in Chapter 16 SMC. The leaseholder shall have sixty (60) days to correct any defects found in the system. Corrections not made within the allotted time shall be grounds for the City to cancel the lease of the leaseholder.

That no lease shall be assigned or sublet, but lessee may at any time during the term of his/her lease, sell and transfer to other parties the improvements on the lot leased by him/her.

That in the event of the sale of the improvements by the lessee, the transfer shall not become effective until approved by the Board of Commissioners of the City of Shawnee at a regular or adjourned meeting held for that purpose and the City as lessor reserves the right to reject and disapprove any transfer when in its opinion it would be to the best interests of the City and its inhabitants to do so. If the transfer is approved, a new lease shall be entered into between the purchaser and the City, and a transfer charge is hereby fixed and established in the sum of one-thousand dollars (\$1000.00) to be paid to the City prior to said transfer in accordance with Section 16-322 SMC..

That the lessee shall be the owner of all improvements which may be placed by him or her, said improvements including cabins or other buildings and boat houses constitute personal property and lessee shall have the right to remove same from the lot at the termination of the lease, subject to the following: whenever a lease has been cancelled by the City as provided herein or by ordinance, the lessee or owner of said improvements shall remove the same within sixty (60) days of the date of the said cancellation of the lease and upon failure to do so, said improvements shall revert to and become the property of the City of Shawnee. And it shall have the right, without further notice or demand to take immediate possession of all said improvements and these will belong to the first party or its assigns, as liquidated damages for the non-fulfillment of the lease by the lessee and for the use and rental thereof.

That the said second party does hereby release the City of Shawnee of any claim or claims for damages by reason of the cancellation of the said lease aforesaid.

That the second party shall at all times during the term of this lease be subject to and does hereby agree to abide by and conform to any rules, regulations or ordinances now in force, or that may hereafter be adopted by the City of Shawnee, governing the regulation of said lake and within the described premises, as to fishing, hunting, boating and other recreational activities upon and around said water reservoir, and to conform to and abide by all further rules, regulations and ordinances now in force, or that hereafter may be adopted by the City of Shawnee, Oklahoma, governing the regulations of said premises and lake.

The City Commission may upon a showing of intentional disregard for the terms of the lease and this division of other city ordinance pertaining to the lake, cancel the city lease upon 30 days notice to the lessee by mailing a copy of such notice to the lessee at his/her last known address. If a lease is cancelled either by the city or the lessee of a city-owned lot prior to the expiration of the lease term, the lessee shall pay the city an early termination fee of \$1,000 in exchange for a release of liability from the remaining term.

That this lease shall be binding upon the representatives, heirs, and assigns and successors in interest of the parties hereto.

It is understood by the parties hereto that a failure to comply with the terms of said Cabin Site Lease shall constitute a misdemeanor and any person, firm, or corporation convicted of such violation shall be punished by a fine not exceeding five hundred dollars (\$500.00) plus costs, or imprisonment for a term not exceeding thirty (30) days, or by such fine and imprisonment.

IN WITNESS WHEREOF, party of the first part has caused its name to be affixed hereto by the Mayor of the City of Shawnee, Oklahoma, and attested by the City Clerk, and the party of the second part hereunto affixed his/her name the day and year first above written.

CITY OF SHAWNEE, OKLAHOMA
A Municipal Corporation,

BY:

MAYOR
PARTY OF THE FIRST PART

ATTEST:

CITY CLERK



PARTY OF THE SECOND PART



PARTY OF THE SECOND PART

Lisa Lasyone

From: Ray Burrell <soda404@yahoo.com>
Sent: Monday, April 13, 2026 9:21 AM
To: Lisa Lasyone
Subject: [EXTERNAL EMAIL]SURA board

"CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe."

Good morning, I (Ray Burrell) was ask to reach out and ask to be reappointed to SURA board. Please let me know if you need anything further, thank you.

Sent from my iPhone



APPLICATION TO SERVE
Boards, Committees, and Commissions

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

Name: <u>Raymond Burrell</u>	Application Date: _____
Address: <u>15511 Perry Road Shawnee, Ok. 74801</u>	
Mailing Address: <u>15511 Perry Road Shawnee, Ok. 74801</u>	
Daytime Phone: <u>405-812-6022</u>	Email: <u>soda404@yahoo.com</u>
Profession: _____	
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? 7 years

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 want to be involved in our community and be active in helping when I can.

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 have worked in construction, owned rental property, ran small business.

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

List education, including degree(s) earned:

High School, NEIP program for elevator construction.

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:

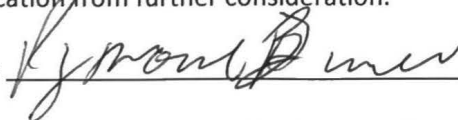
Name	Relationship	Telephone Number
David Griffin	friend	405-620-2191
Dan Kensell	friend	405-590-2646
Charlie Shiff	friend	405-250-4165

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



Date

06-06-2025

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 January 9, 2024

Lisa Lasyone

From: ROBERT HOOVER <firehv10@att.net>
Sent: Thursday, March 5, 2026 9:12 AM
To: Lisa Lasyone
Subject: [EXTERNAL EMAIL]Fw: [EXTERNAL EMAIL]Re: SURA Board

"CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe."

Good morning Lisa,

I was advised I needed to reach out to you to be reappointed to the SURA Board. I am still interested in serving on this board if still available. If you have any questions you can reach by email or via cell at 405-923-6634.

Thank you.

Robert Hoover

[Sent from AT&T Yahoo Mail for iPhone](#)



APPLICATION TO SERVE
Boards, Committees, and Commissions

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

Name: <u>Robert Dale Hoover Jr</u>	Application Date: <u>06/14/2024</u>
Address: <u>14 Robby Road Shawnee, OK 74804</u>	Date of Birth: <u>11/21/1978</u>
Mailing Address: <u>14 Robby Road Shawnee, OK 74804</u>	
Daytime Phone: <u>405-923-6634</u>	Email: <u>firehv10@att.net</u>
Profession: <u>Supervisor DCC Grid Operations</u>	
Business Name: <u>OG&E</u>	
Business Address: <u>3220 South High Ave Oklahoma City, OK 73129</u>	
Business Phone: <u>405-553-8377</u>	Email: <u>hooverd@oge.com</u>

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

How many years have you lived in Shawnee? 16 Years

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?
Serving on either of these boards would allow me the opportunity to give back to the citizens of Shawnee and
and surrounding communities. Shawnee has continued to grow and shine as it evolves to the current changes in society.

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?

Throughout my years I have served as President, Vice-President, Chair and Co-Chair of many booster clubs, state wide professional organizations such as Oklahoma Animal Control Association and the United Way of Central Oklahoma.

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

Serve as United Way Co-Chair for Allocation Sub-Committees, Assist with the MPACT Baseball organization as a logistics team and treasurer of the 12U Boy baseball team. Also any other Volunteer Opportunities that OG&E asks of us.

List education, including degree(s) earned:

Associates of Science- Enterprise Development - OSU-OKC,
1997 High School Graduate McLoud High School

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? Yes

If so, please explain:

Personal Bankruptcy in 2005. Had to take a less paying job due to facility I was working for was closing doors.

Please include up to three personal or professional references:

Name	Relationship	Telephone Number
Rachel Davis	Co-Worker	405-503-6660
Jeanne Troxel	Friend	405-370-4405
Bathsheba Cantrell	Co-Worker	405-315-5803

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



Date

6-14-24

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

Robert Dale Hoover Jr

14 Robby Road Shawnee, OK 74804

Cell# 405-923-6634

Firehv10@att.net

hooverrd@oge.com

June 14th, 2024

Mayor Ed Holt
City of Shawnee
Shawnee, Ok 74804
405-878-1601

Dear Mayor Ed Holt,

I am writing to express my sincere interest in serving on the board of either the Shawnee Arts and Culture Commission, Civic and Cultural Development Authority, or the Urban Renewal Authority. As a passionate advocate for community engagement and social change, I am thrilled at the opportunity to contribute my skills and dedication to a cause that aligns so closely with my values.

Having actively volunteered in various community organizations for the past 20 years, I have developed a deep understanding of the challenges faced by marginalized populations and the importance of fostering a sense of belonging and support. Through my experiences, I have honed my ability to connect with individuals from diverse backgrounds and create meaningful relationships built on trust and empathy.

What excites me most about serving on either of these boards is the opportunity to give back to our communities and support the growth of our city for the future with our evolving society. I firmly believe that by working together, we can make a lasting impact on our city and surrounding communities now and in the future.

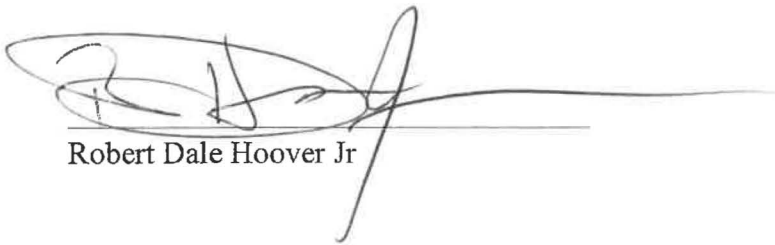
In my previous volunteer roles, I have successfully organized and led many community events and fundraisers as well as re-built small non-profit charitable organizations into flourishing non-profit organizations. These experiences have equipped me with strong communication, problem-solving, and organizational skills, which I believe will be invaluable in effectively engaging with the community and driving positive change.

I am particularly drawn to City of Shawnee's focus on collaboration and teamwork. I thrive in environments where individuals come together to share ideas, leverage their strengths, and work towards a common goal. I am confident that my ability to foster a sense of unity and cooperation will contribute to the vibrant and supportive community that Shawnee aims to create.

In closing, I would like to reiterate my enthusiasm for either of the Shawnee Board opportunities. I am eager to bring my passion, skills, and dedication to this role and make a meaningful difference in the lives of those we serve.

Thank you for considering my application.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Dale Hoover Jr.", is written over a horizontal line. The signature is stylized with a large initial "R" and a long, sweeping horizontal stroke extending to the right.



Police Department
912 E. Independence St.
Shawnee, OK 74801
ShawneeOK.org

Date: April 20, 2026
To: Board of City Commissioners
From: Mason Wilson, Police Chief
Subject: Approve grant application process for the Edward Byrnes Memorial Grant for the Shawnee Police Department, to be shared with the Pottawatomie County Sheriff's Office.

Background: The Edward Byrnes Memorial Grant is awarded each year to support the purchase of law enforcement equipment. We share the award with the Pottawatomie County Sheriff's Office. The Shawnee Police Department will receive \$11,480.00. The Sheriff's Office will receive \$4,920.00. The Shawnee Police Department will buy equipment to assist with sex offender compliance and enforcement.

Financial Impact: Receive \$11,480.00; Account No. 010-41010

Attachments:

Staff Recommendation: Staff recommends approval.



Engineering Department
222 N. Broadway Ave.
Shawnee, OK 74801
ShawneeOK.org

Date: April 20, 2026
To: Board of City Commissioners
From: Kevin Moore, Director of Building and Engineering Services
Subject: Acknowledgment of Change Order No. 1 for SW Loop Water Main Project.

Background: The SW Water Main Loop project was awarded to Sooner Site Utility & Construction, LLC on October 7, 2025, in the amount of \$1,436,364.00. During construction, it was determined that modifications were necessary at the Kennedy crossing to maintain service continuity and minimize impacts to existing customers.

Because traditional cut-ins would have required extended water outages, the City requested that the contractor install bores at Kennedy to facilitate taps in lieu of cut-ins. This approach reduces service interruptions while maintaining compatibility with the existing water distribution system and adhering to City standards.

The proposed change increases the contract amount by \$40,170.00 and will ensure that the complete improvements are fully compatible with existing City infrastructure while minimizing disruption to the public and supporting long-term maintenance practices.

Financial Impact: \$40,170.00; from ARPA Fund, 501-5-1040-54200; Proj. No. SHN-25-01

Attachments: SHN-25-01 Shawnee SW Watermain WCD 01-Revised 032026

Staff Recommendation: Approval of the item

WORK CHANGE DIRECTIVE NO.: 01 Revised

Owner: City of Shawnee
Engineer: Wall Engineering, LLC
Contractor: Sooner Site Utility & Construction, LLC
Project: SW Watermain Loop
Project No.: SHN-25-01
Date Issued: 3/20/26
Effective Date: 3/23/26

Contractor is directed to proceed promptly with the following change(s):

Description:

Add bore at Kennedy. Add taps in lieu of cut-ins.

Attachments:

Contractors Proposal

Purpose for the Work Change Directive:

Limit water outage.

Directive to proceed promptly with the Work described herein, prior to agreeing to change in Contract Price and Contract Time, is issued due to:

Notes to User—Check one or both of the following

☐ Non-agreement on pricing of proposed change. ☒ Necessity to proceed for schedule or other reasons.

Estimated Change in Contract Price and Contract Times (non-binding, preliminary):

Contract Price: \$ 40,170.00 [* increase] [decrease] [not yet estimated].

Contract Time: _____ days [increase] [decrease] [not yet estimated].

Basis of estimated change in Contract Price:

☐ Lump Sum ☐ Unit Price ☒ Cost of the Work ☐ Other

Recommended by Engineer

Authorized by Owner

By: Brandon Wall, P.E.

Title: Project Engineer

Date: 03/29/26

Brandon Wall, P.E.

Digitally signed by Brandon Wall, P.E.
Date: 2026.03.29 17:29:23 -05'00'

MARK SIMPSON

CITY MANAGER

3-31-26

EJCDC® C-940, Work Change Directive.

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Engineering Department
222 N. Broadway Ave.
Shawnee, OK 74801
ShawneeOK.org

Date: April 20, 2026
To: Board of City Commissioners
From: Kevin Moore, Director of Building and Engineering Services
Subject: Acknowledgment of Change Order No.2 Alice, Fay, Edwards, and Pesotum Waterline Improvements.

Background: The Alice Fay Edwards and Pesotum Street Waterline Improvements project was awarded to Davenport Construction Incorporated on June 17, 2024, in the amount of \$2,416,024.00. During construction, it was necessary to reconcile final construction quantities and address field conditions to ensure proper installation and compatibility with the existing water distribution system.

The adjustments included an additional 25 linear feet of 8-inch water line from Pesotum Street to the west side of Pesotum Street at Remington, the addition of an 8-inch tapping sleeve at Alice and Fay at Center, and the installation of a 12-inch tapping sleeve along with a 14-inch by 12-inch tee and plug at the water line located at Edwards Center.

Because these modifications were required to complete the project as intended and maintain consistency with City standards, the City issued Change Order No. 2. The proposed change increases the contract amount by \$96,590.50 and will ensure that the completed improvements are fully compatible with existing City infrastructure and support long-term reliability and maintenance practices.

Financial Impact: \$96,590.50

Attachments: Pesotum Edwards Fay and Alice_Change Order No. 2

Staff Recommendation: Approval of the item

CONTRACT CHANGE ORDER

Change Order Number: 2 - Final
 Date: March 31, 2026
 Bid Number:
 Project Name: Alice, Fay, Edwards &
 Pesotum Street Water Line

Engineer: Cowan Group Engineering, LLC
 Address: 7100 N. Classen, Suite 500
 Oklahoma City, OK 73116
 Phone: 405-463-3369
 Fax:

Contractor: Davenport Construction, Inc.
 Address: 6001 Horseshoe Bend
 Edmond, OK 73034
 Phone: 405-348-4262
 Fax:

Owner (Grantor): Shawnee Municipal Authority
 Address: 16 W 9th Street
 Shawnee, Oklahoma 74801
 Phone: 405-273-1960
 Fax:

THE FOLLOWING CHANGES ARE HEREBY AMENDED INTO THE CONTRACT PLANS AND SPECIFICATIONS:

ITEM	DESCRIPTION	UNIT PRICE	CONTRACT QUANTITY	AMENDED QUANTITY	COST
1	8" waterline dr11 open cut	\$ 111.00	4824	4849	\$ 2,775.00
3	20" steel casing by trenchless	\$ 600.00	275	215	\$ (36,000.00)
7	6" gate valve	\$ 2,450.00	7	4	\$ (7,350.00)
8	8" gate valve	\$ 3,800.00	22	26	\$ 15,200.00
9	14" gate valve	\$ 23,000.00	5	6	\$ 23,000.00
10	6"x6" tapping sleeve	\$ 3,800.00	5	2	\$ (11,400.00)
14	14"x14" tee rj	\$ 4,580.00	1	2	\$ 4,580.00
15	8"x6" tee	\$ 1,600.00	8	9	\$ 1,600.00
17	6"x2" reducer	\$ 700.00	1	0	\$ (700.00)
18	8"x4" reducer	\$ 800.00	1	0	\$ (800.00)
20	14"x6" reducer	\$ 2,300.00	1	0	\$ (2,300.00)
22	8" 45 bend	\$ 1,380.00	11	14	\$ 4,140.00
23	14" 45 bend	\$ 3,100.00	1	0	\$ (3,100.00)
26	fire hydrant ass. incl. isolation valve	\$ 8,200.00	10	12	\$ 16,400.00
27	connection to existing 12"	\$ 4,000.00	1	3	\$ 8,000.00
28	connection to existing 8"	\$ 3,800.00	4	8	\$ 15,200.00
29	connection to existing 6"	\$ 3,300.00	6	5	\$ (3,300.00)
30	connection to existing 4"	\$ 3,100.00	2	0	\$ (6,200.00)
31	connection to existing 2"	\$ 2,800.00	1	0	\$ (2,800.00)
32	remove & replace curb & gutter	\$ 45.00	75	114	\$ 1,755.00
33	remove & replace concrete	\$ 320.00	620	782	\$ 51,840.00
34	remove & replace asphalt	\$ 320.00	765	505	\$ (83,200.00)
36	block sodding	\$ 4.50	5650	3277	\$ (10,678.50)
38	lead service line removal & disposal	\$ 1,500.00	1	0	\$ (1,500.00)
41	new specialty water service conn.	\$ 9,999.00	5	4	\$ (9,999.00)
45	cellular concrete fill abandon lines	\$ 400.00	75	0	\$ (30,000.00)
46	concrete collar	\$ 1,400.00	15	0	\$ (21,000.00)
47	remove & replace 10" culvert	\$ 90.00	60	45	\$ (1,350.00)
48	remove & replace 12" culvert	\$ 93.00	300	381	\$ 7,533.00
49	remove & replace 15" culvert	\$ 98.00	200	198	\$ (196.00)
50	remove & replace 16" culvert	\$ 102.00	15	0	\$ (1,530.00)
51	remove & replace 4' chain link fence	\$ 60.00	150	127	\$ (1,380.00)
54	concrete channel repair	\$ 380.00	60	26	\$ (12,920.00)
55	owner's allowance	\$ 25,000.00	1	0	\$ (25,000.00)

CONTRACT CHANGE ORDER

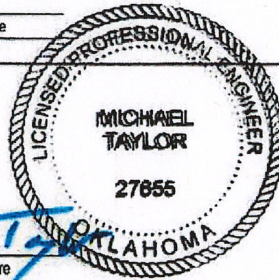
New Items						
1A	8x8 Tapping Saddle	\$ 3,900.00	0	2	\$ 7,800.00	
2A	12x12 Tapping sleeve	\$ 5,500.00	0	1	\$ 5,500.00	
3A	12" Tapping valve	\$ 5,700.00	0	1	\$ 5,700.00	
4A	14x12 Tee	\$ 3,990.00	0	1	\$ 3,990.00	
5A	14" Plug	\$ 1,100.00	0	1	\$ 1,100.00	
					Net Change Order Amount	\$ (96,590.50)
					Original Contract Amount	\$ 2,416,024.00
					Total of Previous Change Order(s)	\$
					Total Contract Amount To Date	\$ 2,319,433.50

Amendment \$ (120,680.50) -5.0%
 New Items \$ 24,090.00 1.0%
 This Change Order \$ (96,590.50)

Extend Contract Time by 0 Days

Justification:	Reconcile final construction quantities. Additional 25 LF 8" water line from Pesotum to West side of Pesotum at Remington. Add 8" tapping sleeve at Alice and Fay at Center. Add 12" tapping sleeve, 14"x12" tee, and plug to water line at Edwards and Center.
----------------	---

Change Order Number: 2 - Final
 Date: March 31, 2026
 Bid Number:
 Project Name: Alice, Fay, Edwards & Pesotum Street Water Line



RECOMMENDED:

Michael Taylor
 Engineer Signature

BY:

Michael Taylor, P.E.

Cowan Group Engineering, LLC
 Engineer

Project Manager
 Title

4/1/26
 Date

ACCEPTED:

Greg Davenport
 Contractor Signature
Greg Davenport

BY:

Davenport Construction, Inc.
 Contractor

Owner
 Title

4/1/26
 Date

APPROVED:

Mark Simpson
 Owner Signature
Mark Simpson

BY:

Shawnee Municipal Authority
 Owner

City Manager
 Title

4-7-26
 Date



Engineering Department
222 N. Broadway Ave.
Shawnee, OK 74801
ShawneeOK.org

Date: April 20, 2026
To: Board of City Commissioners
From: Kevin Moore, Director of Building and Engineering Services
Subject: Approval of a Task Order in accordance with the agreement between the City of Shawnee and Cowen Group Engineering, LLC for Sanitary Sewer Pipe Bursting.

Background: Engineering and Public Works are advancing additional sewer main improvements as part of the City's ongoing Capital Improvement Program (CIP). This effort builds on prior pipe bursting and rehabilitation projects and will be funded through a combination of annual CIP funds and the Clean Water State Revolving Fund (CWSRF) program, including applicable loan forgiveness. The proposed task order includes the design of sewer main improvements, with project limits illustrated in the attached exhibit. Cowan Group Engineering, LLC has been selected to perform this work under a task order in the amount of \$143,000, which includes survey, preliminary design, final design, bidding, and construction administration services. Staff has reviewed the task order agreement and recommends approval

Financial Impact: \$143,000; funded from 304-5-1040-54200

Attachments: Task Order 14 - Sewer Bursting 260413

Staff Recommendation: Approval of the item.

TASK ORDER FORM

Task Order

In accordance with the Proposal Agreement between Owner and Consultant for Professional Services, dated _____, 2023 ("Agreement"), Owner and Consultant agree as follows:

1. Background Data

- a. Effective Date of Task Order: _____
- b. Owner: City of Shawnee/Shawnee Municipal Authority
- c. Consultant: Cowan Group Engineering, LLC
- d. Specific Project (title): Sanitary Sewer Pipe Bursting
- e. Specific Project (description): The basic scope of services includes planning, topographic survey, and engineering design for pipe bursting 11,771 linear feet of sanitary sewer line and 40 manhole replacements. Additionally, 6,000 linear feet and 10 manholes previously designed will be included in bid packages. The conceptual plan of the project is defined in Attachment "A" and the preliminary engineering construction cost estimate is in Attachment "B".

2. Services of Consultant

- A. The specific services to be provided or furnished by Consultant under this Task Order are:

Phase 1 – Land Survey

- Coordinate kick-off review meeting with Owner
- Gather information from the City for existing and proposed developments in the area
- Survey, location, elevation, verification, coordination, and mapping of manholes and sanitary sewer collection lines.
- Field land survey shall be according to Oklahoma State Plane coordinate system.
- Set and identify benchmarks relative to NAVD 88 for vertical control
- Attend one (1) review meeting with Owner (as required)

Phase 2 – Final Design

- Scope to include design of up to 11,771 linear feet of sewer line pipe bursting and 40 manhole replacements
- Incorporate comments and prepare Final Construction Drawings
- Construction drawings shall include, but not limited to the final construction drawing sheets:
 - o Cover Sheet
 - o Pay Quantities and Notes
 - o Survey Data
 - o Summary Sheets
 - o Plans and Profiles
 - o Standard Details
 - o Special Details
 - o Erosion Control

- Prepare contract documents and specifications for one (1) base bid and one (1) alternate per all Federal Requirements
- Prepare final construction cost estimate
- Prepare engineering report form per ODEQ and submit ODEQ permits and applications
- Deliver three (3) hard copy drawings (11x17) and contract documents, and electronic PDF format
- Attend one (1) review meeting with Owner

Phase 3 – Bidding and Construction Administration

- Attend pre-work meeting
- Review and approval of submittals
- Address request for information from Contractor
- Review, process and approve pay applications for Owner approval
- Prepare record drawings
- Participate in bi-weekly meetings. (40 Hours Maximum)
- Conduct one (1) final inspection, acceptance, and report

- B. All of the services included above comprise Basic Services for purposes of Consultant's compensation under this Task Order.

ADDITIONAL SERVICES

Other services that are not associated with the agreed Scope of Services shall be considered as additional services. Additional services would include Owner directed work that is clearly outside of the base contract. The fee structure for additional services shall be based on time and expense effort unless otherwise negotiated prior to services being rendered. See Attachment "B". Additional services may include the following, but not limited to:

- **Plan Revisions**
 - o **Plan revisions (minor alterations) are expected and therefore are included as part of our services in the base contract. Although, if plan adjustments exceed normal revisions or if a complete redesign is required then additional services shall be negotiated to meet an adjusted scope of services. Agency plan review comments are not included as part of minor revisions to plan documents.**
- **Water or wastewater modeling**
- **Phase I environmental study and clearance**
- **Right of way or easement acquisitions or staking**
- **Permit fees for City, County or State**
- **Daily Construction Resident Engineer or Inspection**
- **Construction staking**

3. Task Order Schedule

In addition to any schedule provisions provided, the parties shall meet the following schedule:

- Notice to Proceed – April 30, 2026
- Land Survey (30 days) – May 30, 2026
- Final Design (60 days) – July 30, 2026

4. Payments to Consultant

- A. Owner shall pay Consultant for services rendered under this Task Order as follows:

Task Order Fee Structure

Phase	SCOPE OR SERVICE DESCRIPTION	FEE
1	Land Survey	28,500
2	Final Design	92,000
3	Bidding and Construction Administration	22,500
Total:		\$143,000

Compensation

For Basic Services performed under this specific Task Order Number Fourteen, the Owner shall pay the Consultant a lump sum amount of \$143,000, including reimbursable expenses.

- B. The terms of payment are set forth in the Proposal Agreement.

The Effective Date of this Task Order is _____.

OWNER:

CONSULTANT:

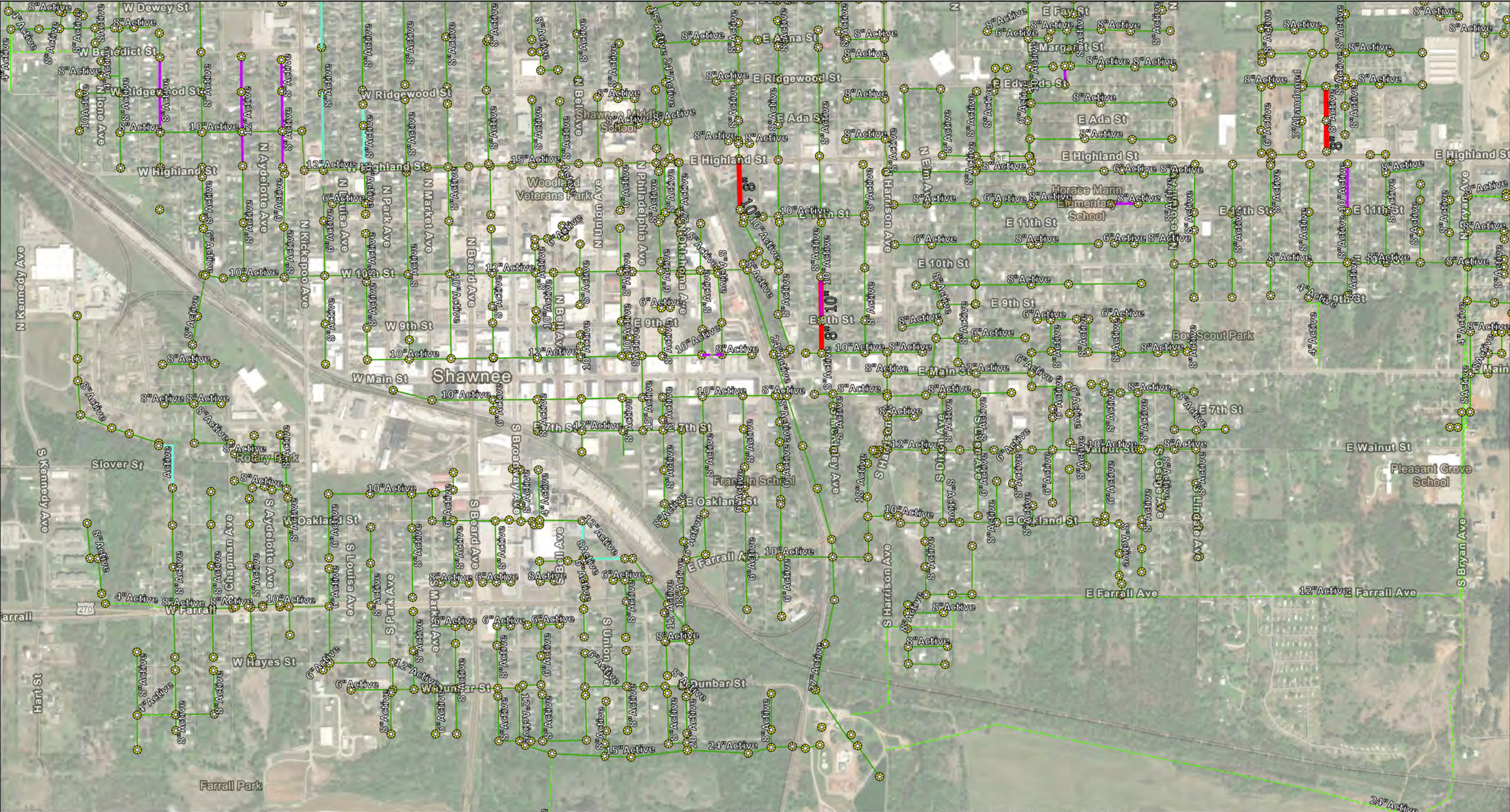
By: _____ By: _____

Print Name: _____ Print Name: _____

Title: _____ Title: _____

ATTACHMENT "A"

Page 66 of 220



SHAWNEE MUNICIPAL AUTHORITY

FY27 SANITARY SEWER REHABILITATION

PROJECT SITE MAP

Feet

05001,000

MAP DATE: APR 9, 2026

PRESENTED BY: COWAN GROUP ENGINEERING, LLC

EXISTING SANITARY SEWER		FY26 SANITARY SEWER REHABILITATION	
	LAMPHOLE		COMPLETE
	MANHOLE		NOT AWARDED
	FORCE		
	GRAVITY		
	PRIVATE		
FY27 SANITARY SEWER REHABILITATION		FY25 SANITARY SEWER REHABILITATION	
	1		COMPLETE
	2		NOT COMPLETE
	3		

3 OF 3

ATTACHMENT "B"



COWAN GROUP ENGINEERING
7100 N CLASSEN, SUITE 500
OKLAHOMA CITY, OK 73116
405.463.3369 O
405.463.3381 F



PROJECT NAME FY27 SANITARY SEWER REHABILITATION
CLIENT SHAWNEE MUNICIPAL AUTHORITY
LOCATION SHAWNEE, OK
PHASE CONCEPTUAL ESTIMATE
DATE APRIL 6, 2026

ITEM NUMBER	DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL COST
BASE BID - PRIORITY 1					
1	MOBILIZATION	1	LS	\$ 300,000.00	\$ 300,000.00
2	CLEARING & GRUBBING	1	LS	\$ 50,000.00	\$ 50,000.00
3	8-INCH HDPE DR17 (DIPS) PIPE BY BURSTING & TRENCHING	12,771	LF	\$ 275.00	\$ 3,512,025.00
4	10-INCH HDPE DR17 (DIPS) PIPE BY BURSTING & TRENCHING	1,033	LF	\$ 300.00	\$ 309,900.00
5	12-INCH HDPE DR17 (DIPS) PIPE BY BURSTING & TRENCHING	197	LF	\$ 325.00	\$ 64,025.00
6	21-INCH HDPE DR17 (DIPS) PIPE BY BURSTING & TRENCHING	593	LF	\$ 400.00	\$ 237,200.00
7	REMOVE & REPLACE 4-FT DIAMETER MANHOLE	27	EA	\$ 8,000.00	\$ 216,000.00
8	REMOVE & REPLACE 5-FT DIAMETER MANHOLE	7	EA	\$ 10,000.00	\$ 70,000.00
9	CONSTRUCT 4-FT DIAMETER MANHOLE	3	EA	\$ 7,000.00	\$ 21,000.00
10	CONSTRUCT 5-FT DIAMETER MANHOLE	1	EA	\$ 9,500.00	\$ 9,500.00
11	SERVICE RECONNECTION	275	EA	\$ 2,500.00	\$ 687,500.00
12	SOLID SLAB SOD	4,865	SY	\$ 10.00	\$ 48,650.00
13	REMOVE & REPLACE PAVEMENT	487	SY	\$ 300.00	\$ 146,100.00
14	PRE-INSTALLATION VIDEO INSPECTION	14,594	LF	\$ 8.00	\$ 116,752.00
15	POST-INSTALLATION VIDEO INSPECTION	14,594	LF	\$ 4.00	\$ 58,376.00
16	SPOT REPAIRS	8	EA	\$ 10,000.00	\$ 80,000.00
17	TEMPORARY BYPASS PUMPING	1	LS	\$ 41,232.00	\$ 41,232.00
18	TESTING	1	LS	\$ 82,464.00	\$ 82,464.00
19	TEMPORARY EROSION & SEDIMENT CONTROL	1	LS	\$ 15,000.00	\$ 15,000.00
20	CONSTRUCTION SIGNAGE & TRAFFIC CONTROL	1	LS	\$ 10,000.00	\$ 10,000.00
BASE BID SUBTOTAL					\$ 6,075,724.00
BASE BID CONTINGENCY (20%)					\$ 1,215,145.00
ITEM NUMBER	DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL COST
ADD ALTERNATE 1 - PRIORITY 2 & 3					
A1	MOBILIZATION - ADD ALTERNATE 1	1	LS	\$ 75,000.00	\$ 75,000.00
A2	CLEARING & GRUBBING - ADD ALTERNATE 1	1	LS	\$ 20,000.00	\$ 20,000.00
A3	8" HDPE DR17 (DIPS) PIPE BY BURSTING & TRENCHING	2,837	LF	\$ 275.00	\$ 780,175.00
A4	15" HDPE DR17 (DIPS) PIPE BY BURSTING & TRENCHING	340	LF	\$ 375.00	\$ 127,500.00
A5	REMOVE & REPLACE 4-FT DIAMETER MANHOLE	8	EA	\$ 8,000.00	\$ 64,000.00
A6	REMOVE & REPLACE 5-FT DIAMETER MANHOLE	2	EA	\$ 10,000.00	\$ 20,000.00
A7	CONSTRUCT 4-FT DIAMETER MANHOLE	1	EA	\$ 7,000.00	\$ 7,000.00
A8	CONSTRUCT 5-FT DIAMETER MANHOLE	1	EA	\$ 9,500.00	\$ 9,500.00
A9	SERVICE RECONNECTION	50	EA	\$ 2,500.00	\$ 125,000.00
A10	SOLID SLAB SOD	1,059	SY	\$ 10.00	\$ 10,590.00
A11	REMOVE & REPLACE PAVEMENT	106	SY	\$ 300.00	\$ 31,800.00
A12	PRE-INSTALLATION VIDEO INSPECTION	3,177	LF	\$ 8.00	\$ 25,416.00
A13	POST-INSTALLATION VIDEO INSPECTION	3,177	LF	\$ 4.00	\$ 12,708.00
A14	SPOT REPAIRS	2	EA	\$ 10,000.00	\$ 20,000.00
A15	TEMPORARY BYPASS PUMPING - ADD ALTERNATE 1	1	LS	\$ 9,077.00	\$ 9,077.00
A16	TESTING - ADD ALTERNATE 1	1	LS	\$ 18,154.00	\$ 18,154.00
A17	TEMPORARY EROSION & SEDIMENT CONTROL - ADD ALTERNATE 1	1	LS	\$ 5,000.00	\$ 5,000.00
A18	CONSTRUCTION SIGNAGE & TRAFFIC CONTROL - ADD ALTERNATE 1	1	LS	\$ 2,500.00	\$ 2,500.00
ADD ALTERNATE 1 SUBTOTAL					\$ 1,363,420.00
ADD ALTERNATE 1 CONTINGENCY (20%)					\$ 272,684.00
CONSTRUCTION GRAND TOTAL					\$ 8,926,973.00



Shawnee,OK

Budget Worksheet

Group Summary

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Total Budget	Total Activity	Defined Budgets				
			2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Revenue							
40 - Taxes	0.00	0.00	22,758,344.00	22,590,606.17	23,710,293.00	17,065,829.55	23,919,464.40
41 - Intergovernmental Rev	0.00	0.00	441,650.85	546,787.70	349,000.00	462,346.79	539,000.00
42 - Licenses & Permits	0.00	0.00	578,000.00	678,006.64	697,000.00	495,669.27	705,000.00
43 - Fines & Forfeitures	0.00	0.00	317,500.00	335,878.46	326,700.00	272,682.47	333,425.00
45 - Charges for Services	0.00	0.00	238,235.00	252,568.46	238,235.00	193,394.51	252,735.00
46 - Rental Revenues	0.00	0.00	49,100.00	63,705.67	46,700.00	49,659.78	62,600.00
47 - Interest Income	0.00	0.00	314,900.00	1,013,385.20	318,300.00	477,736.35	577,000.00
48 - Other Revenue	0.00	0.00	113,000.00	131,857.03	96,561.16	274,361.59	253,650.00
49 - Transfers In	0.00	0.00	5,532,364.00	7,396,011.78	5,666,994.00	2,840,304.64	5,820,296.00
56 - Transfers Out	0.00	0.00	0.00	990,746.00	0.00	0.00	0.00
Revenue Total:	0.00	0.00	30,343,093.85	33,999,553.11	31,449,783.16	22,131,984.95	32,463,170.40

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Total Budget	Total Activity	Defined Budgets				
			2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0110 - CITY MANAGER							
Expense							
51 - Personnel Services	0.00	0.00	573,945.88	565,626.22	658,744.00	487,429.90	607,933.73
52 - Materials & Supplies	0.00	0.00	6,313.43	4,361.58	7,700.00	5,920.90	10,433.00
53 - Other Services & Charges	0.00	0.00	1,583,176.31	415,928.69	1,755,489.11	1,042,935.75	1,513,754.74
54 - Capital Outlay	0.00	0.00	0.00	0.00	1,504,598.88	1,504,599.88	0.00
Expense Total:	0.00	0.00	2,163,435.62	985,916.49	3,926,531.99	3,040,886.43	2,132,121.47
Department: 0110 - CITY MANAGER Total:	0.00	0.00	2,163,435.62	985,916.49	3,926,531.99	3,040,886.43	2,132,121.47

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

		Defined Budgets						
Typ...		Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0130 - CITY ATTORNEY								
Expense								
53 - Other Services & Charges		0.00	0.00	275,000.00	234,977.07	325,000.00	325,000.00	325,000.00
	Expense Total:	0.00	0.00	275,000.00	234,977.07	325,000.00	325,000.00	325,000.00
	Department: 0130 - CITY ATTORNEY Total:	0.00	0.00	275,000.00	234,977.07	325,000.00	325,000.00	325,000.00

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Total Budget	Total Activity	Defined Budgets				
			2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0210 - FINANCE							
Expense							
51 - Personnel Services	0.00	0.00	454,432.00	374,779.90	414,444.00	268,323.40	383,832.27
52 - Materials & Supplies	0.00	0.00	4,434.47	4,334.47	9,250.00	6,661.32	7,980.00
53 - Other Services & Charges	0.00	0.00	307,725.00	302,068.92	370,840.00	391,836.00	336,565.75
Expense Total:	0.00	0.00	766,591.47	681,183.29	794,534.00	666,820.72	728,378.02
Department: 0210 - FINANCE Total:	0.00	0.00	766,591.47	681,183.29	794,534.00	666,820.72	728,378.02

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026
Defined Budgets

Typ...	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0230 - INFORMATION TECHNOLOGY							
Expense							
51 - Personnel Services	0.00	0.00	412,006.11	409,087.41	434,917.00	355,619.67	468,687.89
52 - Materials & Supplies	0.00	0.00	12,566.34	10,446.34	12,700.00	7,339.11	12,500.00
53 - Other Services & Charges	0.00	0.00	228,054.55	164,510.40	251,530.00	161,220.68	273,557.85
Expense Total:	0.00	0.00	652,627.00	584,044.15	699,147.00	524,179.46	754,745.74
Department: 0230 - INFORMATION TECHNOLOGY Total:	0.00	0.00	652,627.00	584,044.15	699,147.00	524,179.46	754,745.74

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Total Budget	Total Activity	Defined Budgets				
			2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0320 - MUNICIPAL COURT							
Expense							
51 - Personnel Services	0.00	0.00	197,084.00	180,631.02	181,729.00	138,256.85	182,628.50
52 - Materials & Supplies	0.00	0.00	11,046.41	9,563.72	1,500.00	790.86	2,550.00
53 - Other Services & Charges	0.00	0.00	274,694.00	152,485.91	209,124.00	112,150.21	187,490.00
Expense Total:	0.00	0.00	482,824.41	342,680.65	392,353.00	251,197.92	372,668.50
Department: 0320 - MUNICIPAL COURT Total:	0.00	0.00	482,824.41	342,680.65	392,353.00	251,197.92	372,668.50

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Defined Budgets						
	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0330 - CITY CLERK							
Expense							
51 - Personnel Services	0.00	0.00	314,455.00	296,109.06	341,356.00	219,789.34	198,647.39
52 - Materials & Supplies	0.00	0.00	3,034.39	3,034.39	10,800.00	6,328.96	10,908.00
53 - Other Services & Charges	0.00	0.00	116,398.61	85,836.28	133,580.00	105,370.20	134,847.12
Expense Total:	0.00	0.00	433,888.00	384,979.73	485,736.00	331,488.50	344,402.51
Department: 0330 - CITY CLERK Total:	0.00	0.00	433,888.00	384,979.73	485,736.00	331,488.50	344,402.51

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Total Budget	Total Activity	Defined Budgets				
			2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0410 - HUMAN RESOURCES							
Expense							
51 - Personnel Services	0.00	0.00	317,845.00	301,123.04	322,167.00	294,105.77	337,756.47
52 - Materials & Supplies	0.00	0.00	6,306.41	1,826.62	6,800.00	1,549.15	6,732.00
53 - Other Services & Charges	0.00	0.00	169,454.00	105,190.28	130,818.00	97,112.82	109,457.32
Expense Total:	0.00	0.00	493,605.41	408,139.94	459,785.00	392,767.74	453,945.79
Department: 0410 - HUMAN RESOURCES Total:	0.00	0.00	493,605.41	408,139.94	459,785.00	392,767.74	453,945.79

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Defined Budgets						
	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0510 - COMMUNITY DEVELOPMENT							
Expense							
51 - Personnel Services	0.00	0.00	365,128.00	280,913.66	401,411.00	193,350.08	328,337.02
52 - Materials & Supplies	0.00	0.00	6,267.16	2,795.11	7,440.00	938.80	8,891.00
53 - Other Services & Charges	0.00	0.00	330,987.36	104,098.46	310,625.00	58,446.88	156,595.38
Expense Total:	0.00	0.00	702,382.52	387,807.23	719,476.00	252,735.76	493,823.40
Department: 0510 - COMMUNITY DEVELOPMENT Total:	0.00	0.00	702,382.52	387,807.23	719,476.00	252,735.76	493,823.40

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026
Defined Budgets

Typ...	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0520 - CODE ENFORCEMENT, INSPECTIONS, & PERMITTI...							
Expense							
51 - Personnel Services	0.00	0.00	553,632.00	538,074.42	595,949.00	485,178.22	614,642.51
52 - Materials & Supplies	0.00	0.00	25,778.00	20,387.51	25,527.00	8,713.76	19,920.00
53 - Other Services & Charges	0.00	0.00	454,705.69	328,192.97	482,979.00	401,353.53	359,131.09
Expense Total:	0.00	0.00	1,034,115.69	886,654.90	1,104,455.00	895,245.51	993,693.60
Department: 0520 - CODE ENFORCEMENT, INSPECTIONS, & PERMITT..	0.00	0.00	1,034,115.69	886,654.90	1,104,455.00	895,245.51	993,693.60

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026
Defined Budgets

Typ...	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0610 - POLICE ADMINISTRATION							
Expense							
51 - Personnel Services	0.00	0.00	533,524.00	507,389.93	579,226.00	451,397.65	592,198.08
52 - Materials & Supplies	0.00	0.00	24,630.00	19,444.42	43,530.00	34,557.82	43,233.20
53 - Other Services & Charges	0.00	0.00	116,235.00	92,265.67	121,737.00	88,832.93	128,246.47
Expense Total:	0.00	0.00	674,389.00	619,100.02	744,493.00	574,788.40	763,677.75
Department: 0610 - POLICE ADMINISTRATION Total:	0.00	0.00	674,389.00	619,100.02	744,493.00	574,788.40	763,677.75

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

		Defined Budgets						
Typ...	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED	
Department: 0620 - POLICE PATROL								
Expense								
51 - Personnel Services	0.00	0.00	6,801,286.05	6,204,046.29	7,403,371.00	5,349,105.30	7,743,567.11	
52 - Materials & Supplies	0.00	0.00	350,678.79	340,312.54	286,886.00	221,262.54	294,124.14	
53 - Other Services & Charges	0.00	0.00	384,754.20	340,270.23	467,549.00	247,314.87	457,145.70	
Expense Total:	0.00	0.00	7,536,719.04	6,884,629.06	8,157,806.00	5,817,682.71	8,494,836.95	
Department: 0620 - POLICE PATROL Total:	0.00	0.00	7,536,719.04	6,884,629.06	8,157,806.00	5,817,682.71	8,494,836.95	

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026
Defined Budgets

Typ...	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0630 - CRIMINAL INVESTIGATIONS DIVISION							
Expense							
51 - Personnel Services	0.00	0.00	706,657.95	706,657.95	853,010.00	662,027.39	890,655.56
52 - Materials & Supplies	0.00	0.00	18,700.00	14,362.41	16,700.00	2,272.94	12,673.00
53 - Other Services & Charges	0.00	0.00	59,172.00	45,134.34	64,211.00	35,328.30	72,713.50
Expense Total:	0.00	0.00	784,529.95	766,154.70	933,921.00	699,628.63	976,042.06
Department: 0630 - CRIMINAL INVESTIGATIONS DIVISION Total:	0.00	0.00	784,529.95	766,154.70	933,921.00	699,628.63	976,042.06

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Defined Budgets						
	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0640 - ANIMAL WELFARE							
Expense							
51 - Personnel Services	0.00	0.00	254,885.00	210,984.02	247,659.00	176,210.21	272,937.94
52 - Materials & Supplies	0.00	0.00	29,856.34	27,679.86	23,000.00	12,561.87	26,092.00
53 - Other Services & Charges	0.00	0.00	60,397.66	44,562.98	64,257.00	40,508.70	78,930.02
Expense Total:	0.00	0.00	345,139.00	283,226.86	334,916.00	229,280.78	377,959.96
Department: 0640 - ANIMAL WELFARE Total:	0.00	0.00	345,139.00	283,226.86	334,916.00	229,280.78	377,959.96

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Defined Budgets						
	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0660 - DISPATCH							
Expense							
51 - Personnel Services	0.00	0.00	628,937.00	532,314.64	906,055.00	644,320.46	741,410.75
52 - Materials & Supplies	0.00	0.00	8,894.00	6,758.79	8,894.00	2,306.59	8,805.06
53 - Other Services & Charges	0.00	0.00	23,521.00	15,510.36	23,510.00	16,580.57	23,485.90
Expense Total:	0.00	0.00	661,352.00	554,583.79	938,459.00	663,207.62	773,701.71
Department: 0660 - DISPATCH Total:	0.00	0.00	661,352.00	554,583.79	938,459.00	663,207.62	773,701.71

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026
Defined Budgets

Typ...	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0710 - FIRE ADMINISTRATION							
Expense							
51 - Personnel Services	0.00	0.00	745,578.14	745,578.14	868,909.00	570,941.17	894,694.33
52 - Materials & Supplies	0.00	0.00	10,986.74	10,986.74	15,290.00	10,168.20	15,137.10
53 - Other Services & Charges	0.00	0.00	60,695.24	60,695.24	101,858.64	64,370.86	98,686.75
Expense Total:	0.00	0.00	817,260.12	817,260.12	986,057.64	645,480.23	1,008,518.18
Department: 0710 - FIRE ADMINISTRATION Total:	0.00	0.00	817,260.12	817,260.12	986,057.64	645,480.23	1,008,518.18

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026
Defined Budgets

Typ...	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0720 - FIRE SUPPRESSION							
Expense							
51 - Personnel Services	0.00	0.00	5,268,357.10	4,764,144.61	5,184,304.00	4,308,606.55	5,504,172.56
52 - Materials & Supplies	0.00	0.00	204,111.83	169,291.91	190,511.00	132,408.05	207,285.89
53 - Other Services & Charges	0.00	0.00	502,004.95	338,484.03	329,586.36	207,050.65	338,419.30
Expense Total:	0.00	0.00	5,974,473.88	5,271,920.55	5,704,401.36	4,648,065.25	6,049,877.75
Department: 0720 - FIRE SUPPRESSION Total:	0.00	0.00	5,974,473.88	5,271,920.55	5,704,401.36	4,648,065.25	6,049,877.75

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Defined Budgets						
	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0730 - FIRE TRAINING							
Expense							
51 - Personnel Services	0.00	0.00	134,080.00	112,025.52	130,386.00	101,027.11	129,041.69
52 - Materials & Supplies	0.00	0.00	2,252.90	2,202.72	3,150.00	1,282.26	2,128.50
53 - Other Services & Charges	0.00	0.00	116,200.10	79,458.77	82,528.00	67,311.86	85,578.72
Expense Total:	0.00	0.00	252,533.00	193,687.01	216,064.00	169,621.23	216,748.91
Department: 0730 - FIRE TRAINING Total:	0.00	0.00	252,533.00	193,687.01	216,064.00	169,621.23	216,748.91

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Total Budget	Total Activity	Defined Budgets				
			2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0740 - EMERGENCY MANAGEMENT							
Expense							
51 - Personnel Services	0.00	0.00	134,527.00	123,206.80	149,362.00	101,003.87	131,018.97
52 - Materials & Supplies	0.00	0.00	59,467.01	53,551.03	45,600.00	33,026.79	53,092.00
53 - Other Services & Charges	0.00	0.00	820,029.84	209,257.51	610,795.00	476,470.47	277,813.47
Expense Total:	0.00	0.00	1,014,023.85	386,015.34	805,757.00	610,501.13	461,924.44
Department: 0740 - EMERGENCY MANAGEMENT Total:	0.00	0.00	1,014,023.85	386,015.34	805,757.00	610,501.13	461,924.44

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Total Budget	Total Activity	Defined Budgets					
			2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED	
Department: 0750 - LOCAL EMER PREPAREDNESS COMMITTEE								
Expense								
53 - Other Services & Charges	0.00	0.00	5,148.98	1,151.00	3,997.98	3,997.98	0.00	
Expense Total:	0.00	0.00	5,148.98	1,151.00	3,997.98	3,997.98	0.00	
Department: 0750 - LOCAL EMER PREPAREDNESS COMMITTEE Total:								
	0.00	0.00	5,148.98	1,151.00	3,997.98	3,997.98	0.00	

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Defined Budgets						
	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0810 - ENGINEERING							
Expense							
51 - Personnel Services	0.00	0.00	407,690.00	310,157.88	402,222.00	279,684.98	299,119.49
52 - Materials & Supplies	0.00	0.00	5,122.00	3,940.66	5,500.00	4,609.88	21,490.00
53 - Other Services & Charges	0.00	0.00	80,380.00	47,505.33	47,803.98	78,976.28	70,772.50
Expense Total:	0.00	0.00	493,192.00	361,603.87	455,525.98	363,271.14	391,381.99
Department: 0810 - ENGINEERING Total:	0.00	0.00	493,192.00	361,603.87	455,525.98	363,271.14	391,381.99

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026
Defined Budgets

Typ...	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0920 - STREETS							
Expense							
51 - Personnel Services	0.00	0.00	853,647.80	749,558.29	889,930.00	516,298.76	925,469.83
52 - Materials & Supplies	0.00	0.00	151,331.41	144,411.77	149,550.00	106,461.73	159,229.50
53 - Other Services & Charges	0.00	0.00	187,167.79	168,993.95	222,290.00	145,418.27	200,119.10
Expense Total:	0.00	0.00	1,192,147.00	1,062,964.01	1,261,770.00	768,178.76	1,284,818.43
Department: 0920 - STREETS Total:	0.00	0.00	1,192,147.00	1,062,964.01	1,261,770.00	768,178.76	1,284,818.43

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Defined Budgets						
	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0930 - TRAFFIC CONTROL							
Expense							
51 - Personnel Services	0.00	0.00	190,069.00	185,551.70	233,531.00	160,929.19	244,813.99
52 - Materials & Supplies	0.00	0.00	68,488.95	61,177.43	67,750.00	52,077.60	81,777.50
53 - Other Services & Charges	0.00	0.00	78,379.05	58,644.10	104,118.00	52,777.47	101,096.82
Expense Total:	0.00	0.00	336,937.00	305,373.23	405,399.00	265,784.26	427,688.31
Department: 0930 - TRAFFIC CONTROL Total:	0.00	0.00	336,937.00	305,373.23	405,399.00	265,784.26	427,688.31

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026
Defined Budgets

Typ...	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0940 - PARKS							
Expense							
51 - Personnel Services	0.00	0.00	721,873.00	550,367.96	940,416.00	588,390.44	1,001,445.87
52 - Materials & Supplies	0.00	0.00	112,088.93	99,626.42	154,300.00	99,786.86	161,572.00
53 - Other Services & Charges	0.00	0.00	382,891.07	292,320.25	419,558.66	287,244.30	485,265.50
54 - Capital Outlay	0.00	0.00	76,250.00	0.00	76,250.00	0.00	75,487.50
Expense Total:	0.00	0.00	1,293,103.00	942,314.63	1,590,524.66	975,421.60	1,723,770.87
Department: 0940 - PARKS Total:	0.00	0.00	1,293,103.00	942,314.63	1,590,524.66	975,421.60	1,723,770.87

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

							Defined Budgets	
Typ...	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED	
Department: 0950 - CEMETERY								
Expense								
53 - Other Services & Charges	0.00	0.00	2,250.00	2,250.00	-3,421.66	3,421.66	0.00	
Expense Total:	0.00	0.00	2,250.00	2,250.00	-3,421.66	3,421.66	0.00	
Department: 0950 - CEMETERY Total:	0.00	0.00	2,250.00	2,250.00	-3,421.66	3,421.66	0.00	

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Defined Budgets						
	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 1120 - RECREATION							
Expense							
51 - Personnel Services	0.00	0.00	409,948.00	280,105.62	434,184.17	263,958.07	433,961.71
52 - Materials & Supplies	0.00	0.00	33,676.76	32,813.88	41,450.00	34,107.79	82,179.00
53 - Other Services & Charges	0.00	0.00	89,366.24	67,372.83	107,589.00	82,087.85	94,932.37
Expense Total:	0.00	0.00	532,991.00	380,292.33	583,223.17	380,153.71	611,073.08
Department: 1120 - RECREATION Total:	0.00	0.00	532,991.00	380,292.33	583,223.17	380,153.71	611,073.08

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

		Defined Budgets					
Typ...	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 1210 - EXPO CENTER							
Expense							
52 - Materials & Supplies	0.00	0.00	0.00	0.00	308.66	308.66	0.00
53 - Other Services & Charges	0.00	0.00	964,062.00	932,212.39	948,941.34	717,320.93	949,250.00
Expense Total:	0.00	0.00	964,062.00	932,212.39	949,250.00	717,629.59	949,250.00
Department: 1210 - EXPO CENTER Total:	0.00	0.00	964,062.00	932,212.39	949,250.00	717,629.59	949,250.00

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Defined Budgets						
	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 4020 - BUILDING MAINTENANCE							
Expense							
51 - Personnel Services	0.00	0.00	259,868.00	241,548.34	283,919.00	223,832.75	286,741.08
52 - Materials & Supplies	0.00	0.00	53,827.35	46,501.97	53,875.00	46,144.34	68,934.25
53 - Other Services & Charges	0.00	0.00	81,982.65	68,325.38	138,435.00	122,304.27	135,368.65
Expense Total:	0.00	0.00	395,678.00	356,375.69	476,229.00	392,281.36	491,043.98
Department: 4020 - BUILDING MAINTENANCE Total:	0.00	0.00	395,678.00	356,375.69	476,229.00	392,281.36	491,043.98

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

		Defined Budgets						
Typ...		Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 5030 - TRANSFERS								
Expense								
56 - Transfers Out		0.00	0.00	867,554.00	3,459,736.00	1,056,054.00	620,637.00	862,077.00
	Expense Total:	0.00	0.00	867,554.00	3,459,736.00	1,056,054.00	620,637.00	862,077.00
	Department: 5030 - TRANSFERS Total:	0.00	0.00	867,554.00	3,459,736.00	1,056,054.00	620,637.00	862,077.00
	Report Surplus (Deficit):	0.00	0.00	-804,859.09	5,522,319.06	-3,057,661.96	-3,097,370.13	0.00

Fund Summary

Fund			Defined Budgets				
	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
001 - GENERAL FUND	0.00	0.00	-804,859.09	-5,522,319.06	-3,057,661.96	-3,097,370.13	0.00
Report Surplus (Deficit):	0.00	0.00	-804,859.09	5,522,319.06	-3,057,661.96	-3,097,370.13	0.00



Shawnee,OK

Budget Worksheet

Group Summary

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Defined Budgets						
	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Revenue							
41 - Intergovernmental Rev	0.00	119,080.00	38,285.00	36,829.37	38,285.00	0.00	38,285.00
42 - Licenses & Permits	28,025.00	35,365.00	28,025.00	34,002.50	28,275.00	21,583.00	28,275.00
45 - Charges for Services	15,409,315.00	15,505,563.57	15,972,385.00	16,239,679.34	16,462,877.00	13,096,741.00	16,922,986.37
47 - Interest Income	0.00	13,491.02	0.00	43,923.73	0.00	10,296.66	0.00
48 - Other Revenue	280,000.00	296,917.54	280,000.00	6,750,544.76	4,196,479.58	594,105.64	330,000.00
49 - Transfers In	4,772,115.00	4,772,115.00	4,989,453.00	4,989,453.00	5,467,976.00	2,733,988.00	5,481,184.00
Revenue Total:	20,489,455.00	20,742,532.13	21,308,148.00	28,094,432.70	26,193,892.58	16,456,714.30	22,800,730.37

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Defined Budgets						
	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0310 - UTILITY BILLING							
Expense							
51 - Personnel Services	216,124.97	194,972.40	217,823.00	179,499.13	263,074.00	207,790.41	274,912.85
52 - Materials & Supplies	4,750.00	2,450.75	2,000.00	1,423.15	3,869.00	2,865.93	2,000.00
53 - Other Services & Charges	606,913.00	568,324.34	640,938.00	541,028.46	3,502,979.00	2,331,959.26	3,640,972.96
54 - Capital Outlay	0.00	0.00	57,913.00	46,854.25	0.00	0.00	0.00
Expense Total:	827,787.97	765,747.49	918,674.00	768,804.99	3,769,922.00	2,542,615.60	3,917,885.81
Department: 0310 - UTILITY BILLING Total:	827,787.97	765,747.49	918,674.00	768,804.99	3,769,922.00	2,542,615.60	3,917,885.81

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Defined Budgets						
	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 1010 - UTILITY ADMINISTRATION							
Expense							
51 - Personnel Services	399,179.76	384,865.79	415,774.00	384,789.05	438,987.00	350,789.70	460,346.57
52 - Materials & Supplies	8,750.00	5,400.23	9,950.00	7,193.15	11,750.00	9,008.15	11,632.50
53 - Other Services & Charges	3,637,538.00	3,156,036.26	3,503,500.00	3,250,060.29	537,350.00	273,140.36	721,066.50
54 - Capital Outlay	40,000.00	27,345.00	80,000.00	8,220,556.19	0.00	1,203,041.73	0.00
55 - Debt Services	270,000.00	236,865.84	270,000.00	232,084.97	270,000.00	260,817.52	0.00
Expense Total:	4,355,467.76	3,810,513.12	4,279,224.00	12,094,683.65	1,258,087.00	2,096,797.46	1,193,045.57
Department: 1010 - UTILITY ADMINISTRATION Total:	4,355,467.76	3,810,513.12	4,279,224.00	12,094,683.65	1,258,087.00	2,096,797.46	1,193,045.57

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

							Defined Budgets
Typ...	2023-2024	2023-2024	2024-2025	2024-2025	2025-2026	2025-2026	2026-2027
	Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	PROPOSED
Department: 1020 - LAKE OPERATIONS							
Expense							
53 - Other Services & Charges	67,700.00	72,597.88	69,200.00	45,194.80	631,860.58	75,085.36	98,208.00
54 - Capital Outlay	14,650.00	11,100.00	0.00	0.00	0.00	0.00	0.00
Expense Total:	82,350.00	83,697.88	69,200.00	45,194.80	631,860.58	75,085.36	98,208.00
Department: 1020 - LAKE OPERATIONS Total:	82,350.00	83,697.88	69,200.00	45,194.80	631,860.58	75,085.36	98,208.00

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Defined Budgets						
	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 1030 - WATER PRODUCTION							
Expense							
51 - Personnel Services	545,284.73	506,836.58	537,271.00	507,890.68	520,506.00	422,834.97	542,200.39
52 - Materials & Supplies	689,740.00	672,206.65	748,940.00	462,032.11	748,940.00	419,054.39	741,450.60
53 - Other Services & Charges	699,115.00	404,843.87	477,215.00	316,660.93	477,215.00	256,383.44	472,442.85
54 - Capital Outlay	0.00	0.00	0.00	0.00	164,679.99	43,638.82	207,900.00
Expense Total:	1,934,139.73	1,583,887.10	1,763,426.00	1,286,583.72	1,911,340.99	1,141,911.62	1,963,993.84
Department: 1030 - WATER PRODUCTION Total:	1,934,139.73	1,583,887.10	1,763,426.00	1,286,583.72	1,911,340.99	1,141,911.62	1,963,993.84

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026
Defined Budgets

Typ...	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 1040 - WATER DISTRIBUTION							
Expense							
51 - Personnel Services	780,076.03	905,997.54	815,972.00	645,902.96	1,876,265.00	1,064,856.59	2,098,558.25
52 - Materials & Supplies	215,616.46	237,910.48	339,605.24	309,203.59	393,620.00	364,307.14	441,103.30
53 - Other Services & Charges	207,343.61	186,631.76	246,067.94	206,392.72	681,389.81	497,780.17	529,631.20
54 - Capital Outlay	21,761.00	21,761.00	0.00	0.00	3,193,415.09	2,404,957.72	2,313,998.71
Expense Total:	1,224,797.10	1,352,300.78	1,401,645.18	1,161,499.27	6,144,689.90	4,331,901.62	5,383,291.46
Department: 1040 - WATER DISTRIBUTION Total:	1,224,797.10	1,352,300.78	1,401,645.18	1,161,499.27	6,144,689.90	4,331,901.62	5,383,291.46

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Defined Budgets						
	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 1050 - NORTH SEWER TREATMENT PLANT							
Expense							
51 - Personnel Services	378,721.02	384,357.09	389,260.00	388,931.67	461,235.00	347,078.43	1,002,100.39
52 - Materials & Supplies	41,960.00	27,671.26	43,060.00	25,567.38	43,060.00	22,636.27	79,556.40
53 - Other Services & Charges	184,140.00	135,694.52	197,196.42	144,475.93	199,440.00	125,518.43	443,341.90
54 - Capital Outlay	0.00	0.00	0.00	0.00	275,000.00	259,825.40	767,250.00
Expense Total:	604,821.02	547,722.87	629,516.42	558,974.98	978,735.00	755,058.53	2,292,248.69
Department: 1050 - NORTH SEWER TREATMENT PLANT Total:	604,821.02	547,722.87	629,516.42	558,974.98	978,735.00	755,058.53	2,292,248.69

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026
Defined Budgets

Typ...	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 1060 - SOUTH SEWER TREATMENT PLANT							
Expense							
51 - Personnel Services	418,523.13	380,981.85	456,042.00	391,535.61	502,397.00	343,858.90	0.00
52 - Materials & Supplies	37,300.00	32,620.46	42,610.33	39,574.09	43,300.00	27,723.28	0.00
53 - Other Services & Charges	204,670.00	159,605.51	207,659.67	161,104.15	212,970.00	135,557.10	0.00
Expense Total:	660,493.13	573,207.82	706,312.00	592,213.85	758,667.00	507,139.28	0.00
Department: 1060 - SOUTH SEWER TREATMENT PLANT Total:	660,493.13	573,207.82	706,312.00	592,213.85	758,667.00	507,139.28	0.00

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

							Defined Budgets	
Typ...		2023-2024	2023-2024	2024-2025	2024-2025	2025-2026	2025-2026	2026-2027
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	PROPOSED
Department: 5010 - DEBT SERVICE								
Expense								
55 - Debt Services		2,858,747.00	2,864,461.54	3,860,136.00	4,062,459.11	0.00	1,998,176.39	3,088,000.00
Expense Total:		2,858,747.00	2,864,461.54	3,860,136.00	4,062,459.11	0.00	1,998,176.39	3,088,000.00
Department: 5010 - DEBT SERVICE Total:		2,858,747.00	2,864,461.54	3,860,136.00	4,062,459.11	0.00	1,998,176.39	3,088,000.00

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

							Defined Budgets	
Typ...		2023-2024	2023-2024	2024-2025	2024-2025	2025-2026	2025-2026	2026-2027
		Total Budget	Total Activity	Total Budget	Total Activity	Total Budget	YTD Activity	PROPOSED
Department: 5030 - TRANSFERS								
Expense								
56 - Transfers Out		7,873,458.00	7,873,458.00	6,973,057.00	8,499,617.00	4,714,057.00	2,357,028.50	4,864,057.00
Expense Total:		7,873,458.00	7,873,458.00	6,973,057.00	8,499,617.00	4,714,057.00	2,357,028.50	4,864,057.00
Department: 5030 - TRANSFERS Total:		7,873,458.00	7,873,458.00	6,973,057.00	8,499,617.00	4,714,057.00	2,357,028.50	4,864,057.00
Report Surplus (Deficit):		67,393.29	1,287,535.53	706,957.40	-975,598.67	6,026,533.11	650,999.94	0.00

Fund Summary

Fund	Defined Budgets						
	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
501 - SHAWNEE MUNICIPAL AUTH	67,393.29	-1,287,535.53	706,957.40	975,598.67	6,026,533.11	650,999.94	0.00
Report Surplus (Deficit):	67,393.29	1,287,535.53	706,957.40	-975,598.67	6,026,533.11	650,999.94	0.00



Shawnee,OK

Budget Worksheet

Group Summary

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Total Budget	Total Activity	Defined Budgets				
			2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Revenue							
41 - Intergovernmental Rev	0.00	0.00	180,000.00	8,999.49	884,952.00	24,504.00	1,765,000.00
46 - Rental Revenues	0.00	0.00	139,700.00	124,765.66	0.00	289,441.70	150,743.00
48 - Other Revenue	0.00	0.00	226,100.00	200,169.99	226,100.00	162,542.38	501,100.00
49 - Transfers In	0.00	0.00	50,230.00	180,000.00	410,230.00	112,505.00	191,000.00
Revenue Total:	0.00	0.00	596,030.00	513,935.14	1,521,282.00	588,993.08	2,607,843.00

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

Typ...	Defined Budgets						
	Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 0120 - AIRPORT							
Expense							
51 - Personnel Services	0.00	0.00	304,247.00	223,328.50	250,283.00	191,066.52	268,428.81
52 - Materials & Supplies	0.00	0.00	215,000.00	142,190.00	216,800.00	113,425.76	212,693.00
53 - Other Services & Charges	0.00	0.00	242,984.72	116,803.53	347,800.00	157,512.70	331,084.00
54 - Capital Outlay	0.00	0.00	490,400.00	33,600.00	976,198.00	0.00	1,762,593.96
55 - Debt Services	0.00	0.00	33,377.00	25,776.36	33,377.00	25,880.00	33,043.23
Expense Total:	0.00	0.00	1,286,008.72	541,698.39	1,824,458.00	487,884.98	2,607,843.00
Department: 0120 - AIRPORT Total:	0.00	0.00	1,286,008.72	541,698.39	1,824,458.00	487,884.98	2,607,843.00

Budget Worksheet

For Fiscal: 2025-2026 Period Ending: 04/30/2026

		Defined Budgets						
Typ...		Total Budget	Total Activity	2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
Department: 5030 - TRANSFERS								
Expense								
56 - Transfers Out		0.00	0.00	0.00	751,891.00	0.00	0.00	0.00
	Expense Total:	0.00	0.00	0.00	751,891.00	0.00	0.00	0.00
	Department: 5030 - TRANSFERS Total:	0.00	0.00	0.00	751,891.00	0.00	0.00	0.00
	Report Surplus (Deficit):	0.00	0.00	-689,978.72	-779,654.25	-303,176.00	101,108.10	0.00

Fund Summary

Fund	Total Budget	Total Activity	Defined Budgets				
			2024-2025 Total Budget	2024-2025 Total Activity	2025-2026 Total Budget	2025-2026 YTD Activity	2026-2027 PROPOSED
511 - SHAWNEE AIRPORT AUTHORITY	0.00	0.00	-689,978.72	779,654.25	-303,176.00	101,108.10	0.00
Report Surplus (Deficit):	0.00	0.00	-689,978.72	-779,654.25	-303,176.00	101,108.10	0.00



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

Date: April 20, 2026
To: Board of City Commissioners
From: Joe Vorndran, City Attorney
Subject: Consideration of a resolution of the City of Shawnee adopting, authorizing, and approving the use of the Municipal Code Lien Enforcement Act of 2025.

Background:

**MUNICIPAL CODE LIEN ENFORCEMENT ACT OF 2025
11 O.S. §§ 22-140 et seq.**

The Municipal Code Lien Enforcement Act of 2025, codified in 11 O.S. §§ 22-140 et seq. (the “Act”), was adopted and went into effect on November 1, 2025. The Act established a statutory procedure for municipalities to utilize judicial *in rem* foreclosures on certain municipal liens. The term “in rem” means against the property. This means that the liens may be foreclosed upon, but no judgment may be entered against the owner of the property for any excess amount that may be owed on the lien that was not satisfied through the sale of the real estate. A municipality may not utilize the Act to foreclose upon municipal liens on owner-occupied property. A municipality must wait six months after recording the municipal lien with the County Clerk before filing for foreclosure. Additionally, the amount owed on the lien must be in excess of \$1,500.00.

In order for the City to utilize the Act, the City must “opt in” by Resolution. The proposed Resolution is attached. This does not mean that the City is moving forward with a foreclosure, but it would allow the City to utilize the Act going forward to foreclose on municipal liens to recoup City funds spent on abatement.

Financial Impact: None

Attachments: Municipal Code Lien Enforcement Act of 2025

Staff Recommendation: Approval

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF SHAWNEE ADOPTING, AUTHORIZING, AND APPROVING THE USE OF THE MUNICIPAL CODE LIEN ENFORCEMENT ACT OF 2025

WHEREAS, the City of Shawnee desires to utilize the statutory procedures established in the Municipal Code Lien Enforcement Act of 2025, 11 O.S. §§ 22-140 et seq., to proceed with judicial in rem foreclosures of Municipal Code Liens filed by the City of Shawnee against real property for the nonpayment of any fine, penalty, abatement cost, or enforcement cost incurred by a municipality related to the enforcement of state or local housing and building codes or failure(s) of citizens and property owners to comply with any law of the State of Oklahoma, or from the failure to comply with the City of Shawnee's ordinances or resolutions.

WHEREAS, there is a substantial need for an efficient and effective avenue for the City of Shawnee to enforce its Municipal Code Liens.

WHEREAS, the City of Shawnee hereby adopts the Municipal Code Lien Enforcement Act of 2025, found at 11 O.S. § 22-140 et seq., so that the City may have authority to proceed with judicial *in rem* foreclosures of Municipal Code Liens. The adoption of the Municipal Code Lien Enforcement Act of 2025 is effective immediately at the time of the adoption of this Resolution.

WHEREAS, the City of Shawnee, pursuant to 11 O.S. § 22-140.4(B) specifically provides that:

1. The initial effective date for application of procedures identified in the Oklahoma Municipal Code Lien Enforcement Act of 2025, 11 O.S. §§ 22-140 et seq., is the date of the signing of this Resolution, April 20, 2026;
2. Owner-occupied properties are specifically excluded from the application of the judicial in rem foreclosure proceedings authorized by the Municipal Code Lien Enforcement Act of 2025; and
3. The nature and extent of notice, support services, and referrals to be provided to the owners and occupants of owner-occupied properties shall be found codified in the City of Shawnee Code of Ordinances in Chapter 7, "Buildings and Building Regulations."

WHEREAS, the adoption of the Municipal Code Lien Enforcement Act of 2025 is effective immediately at the time of the adoption of this Resolution.

THEREFORE, it was duly moved and seconded that this Resolution be adopted by the City of Shawnee.

THEREFORE, BE IT RESOLVED that the City of Shawnee, State of Oklahoma adopts the Municipal Code Lien Enforcement Act of 2025.

The City of Shawnee adopted the above Resolution on the ____ day of April, 2026.

City of Shawnee:

Eric Stephens, Mayor

ATTEST:

Lisa Lasyone, MMC, City Clerk

(Seal)



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

Date: April 20, 2026
To: Board of City Commissioners
From: Joe Vorndran, City Attorney
Subject: Consideration of a resolution of the City of Shawnee to approve participation in settlements with associated Pharmacies, Inc., Jm Smith Corporation, Louisiana Wholesale Drug Company, Morris And Dickson Co., North Carolina Mutual Wholesale Drug Company, Inc. and United Natural Foods, Inc. and authorizing the Mayor or City Manager to execute the Remnant Defendants' Combined Subdivision Participation and Release form contained in the Remnant Defendants' Settlement Agreement as Exhibit G and to take all actions required to effect the settlements.

Background: The Remnant Defendants' Settlement Agreement is with six opioid manufacturers: (1) Associated Pharmacies, Inc.; (2) JM Smith Corporation; (3) Louisiana Wholesale Drug Company; (4) Morris and Dickson Co.; (5) North Carolina Mutual Wholesale Drug Company, Inc.; and (6) United Natural Foods, Inc. The settlement agreement is a combined settlement with these six companies. Participating subdivisions will release claims against these companies, and their affiliates. Subdivisions which filed suits that became part of the opioid MDL are eligible to participate in this settlement, regardless of whether a subdivisions named each of these defendants in its suit.

The settlement will cause the six companies to pay a combined gross amount of \$97,625,000 in cash for purposes of abating the opioid epidemic. The settlement agreement provides a one-time settlement payment to each eligible entity. Payments to participating subdivisions will be made after the settlement administrator pays taxes and costs in administration of the settlement, and after a set aside for attorneys' fee (12.5% of the gross settlement amount). We estimate that the net amount to be allocated to participating subdivisions will be approximately \$83,625,000.

This settlement does not include state Attorney Generals and does not allocate any amount to a state. The settlement's allocations to subdivisions are listed in Exhibit E to the settlement agreement. Shawnee's allocation percentage is 0.0232278214%. This will result in an estimated gross allocation of \$19,424 to Shawnee.

The settlement allocation received by the City must be used for Core Strategies and Approved Uses pursuant to Exhibit D of the settlement agreement, which is the same as Exhibit E on opioid remediation uses in the previous opioid settlements.

The settlement funds will be distributed only to an eligible entity that participates by signing and returning the Combined Subdivision Participation and Release Form by the deadline of Monday, May 4, 2026. This is the deadline for the City to submit its participation form to the settlement administrator.

The participation form should be signed in the Docu-Sign platform.

By participating in the settlement, subdivisions agree to release their claims related to opioid harms against the six defendants and their affiliates, to dismiss its claims against any of the six remnant defendants and their affiliates, and to use the settlement funds it receives to abate the opioid epidemic through the approved uses in Exhibit D. A PDF copy of the participation form is Exhibit G to the settlement, and is attached, as mentioned.

Financial Impact: Estimated gross allocation of \$19,424.

Attachments: Opioid Resolution

Staff Recommendation: Staff recommends approval.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF SHAWNEE TO APPROVE PARTICIPATION IN SETTLEMENTS WITH ASSOCIATED PHARMACIES, INC., JM SMITH CORPORATION, LOUISIANA WHOLESALE DRUG COMPANY, MORRIS AND DICKSON CO., NORTH CAROLINA MUTUAL WHOLESALE DRUG COMPANY, INC. AND UNITED NATURAL FOODS, INC. AND AUTHORIZING THE MAYOR OR CITY MANAGER TO EXECUTE THE REMNANT DEFENDANTS' COMBINED SUBDIVISION PARTICIPATION AND RELEASE FORM CONTAINED IN THE REMNANT DEFENDANTS' SETTLEMENT AGREEMENT AS EXHIBIT G AND TO TAKE ALL ACTIONS REQUIRED TO EFFECT THE SETTLEMENTS.

WHEREAS, pharmaceutical opioids have harmed the City of Shawnee, Oklahoma and its citizens. This harm was created and exacerbated by the misconduct and illegal activities of opioid manufacturers and distributors, including small generic opioid manufacturers and Associated Pharmacies, Inc., JM Smith Corporation, Louisiana Wholesale Drug Company, Morris and Dickson Co., North Carolina Mutual Wholesale Drug Company, Inc., and United Natural Foods, Inc. (collectively "Settling Distributors").

WHEREAS, City of Shawnee, Oklahoma, filed suit to address and seek recovery for the harm caused to it and its citizens.

WHEREAS, Settling Distributors have agreed to settle the claims of the State of Oklahoma and certain Oklahoma subdivisions in the Remnant Defendants Settlement Agreement dated February 23, 2026.

THEREFORE, it was duly moved and seconded that the following resolution be adopted.

THEREFORE, BE IT RESOLVED that the City of Shawnee, Oklahoma hereby elects to, and approves its participation in, the Distributors Oklahoma Settlement Agreement, authorizes its Mayor to execute the Settlement Participation Form contained in the Distributors Oklahoma Settlement Agreement as Exhibit G.

THEREFORE, BE IT RESOLVED that the City of Shawnee, Oklahoma hereby elects to, and approves, its participation in the Remnant Defendant Settlement Agreement, and authorizes its Mayor, City Manager, or other authorized designee, to execute the Remnant Defendants' Combined Subdivision Participation and Release Form contained in the Remnant Defendants' Settlement Agreement as Exhibit G, which participation and release form may be executed in the DocuSign platform.

THEREFORE, BE IT RESOLVED that the City of Shawnee, Oklahoma, further authorizes its Mayor, City Manager and legal counsel to take all actions required by the Remnant Defendants Settlement Agreement to effectuate the Remnant Defendants Settlement Agreement for the benefit of City of Shawnee, Oklahoma, including executing any documents required to finalize the participation of City of Shawnee in the Remnant Defendants Settlement Agreement.

The City of Shawnee, Oklahoma adopted the above Resolution on the _____ day of _____, 2026.

CITY OF SHAWNEE, OKLAHOMA:

Mayor

Dated this _____ day of _____, 2026.

ATTEST:

Lisa Layone, MMC, City Clerk
(Seal)

EXHIBIT G

Six (6) Remnant Defendants’ Combined Subdivision Participation and Release Form (“Combined Participation Form”)

Governmental Entity:	State:
Authorized Official:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“Governmental Entity”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the six (6) Remnant Defendants’ Settlement Agreement (“RDSA”), dated February 23, 2026, and described further in Paragraph 1, and acting through the undersigned authorized official, hereby elects to participate in the RDSA, release all Released Claims against all Released Entities, and agrees as follows:

1. The Governmental Entity hereby elects to participate in the RDSA as a Participating Subdivision with each of the following six (6) Remnant Defendants that are parties to the RDSA: (1) Associated Pharmacies, Inc. (and American Associated Pharmacies), (2) J M Smith Corporation, (3) Morris and Dickson Co., L.L.C., (4) Louisiana Wholesale Drug Company, Inc., (5) North Carolina Mutual Wholesale Drug Company, Inc., and (6) United Natural Foods, Inc. (and SuperValu).
2. The Governmental Entity is aware of and has reviewed the RDSA, understands that all capitalized terms not defined in this Combined Participation Form have the meanings defined in the RDSA, and agrees that by executing this Combined Participation Form, the Governmental Entity elects to participate in the RDSA and become a Participating Subdivision as provided in the RDSAs.
3. The Governmental Entity shall promptly, and in any event no later than 14 days after the Reference Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed against any Released Entity in the RDSA. With respect to any Released Claims pending in *In Re National Prescription Opiate Litigation*, MDL No. 2804, the Governmental Entity authorizes the Plaintiffs’ Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal with Prejudice for each of six (6) Remnant Defendants listed in Paragraph 1 above substantially in the form found at <https://nationalopioidsettlement.com/additional-settlements/>.
4. The Governmental Entity agrees to the terms of each of the R D S A pertaining to Participating Subdivisions as defined therein.

5. By agreeing to the terms of the RDSA settlements and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
6. The Governmental Entity agrees to use any monies it receives through the RDSA solely for the purposes provided therein.
7. The Governmental Entity submits to the jurisdiction of the MDL Court and agrees to follow the process for resolving any disputes described in the RDSA.
8. The Governmental Entity has the right to enforce the RDSA as provided therein.
9. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes of the RDSA, including without limitation all provisions related to release of any claims, and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in his or her official capacity whether elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in the RDSA in any forum whatsoever. The release provided for in the RDSA is intended by the Parties to be broad and shall be interpreted so as to give the Released Entities in the RDSA the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The RDSA shall be a complete bar to any Released Claim against the Released Entities.
10. The Governmental Entity hereby takes on all rights and obligations of a Participating Subdivision as set forth in the RDSA.
11. In connection with the releases provided in the RDSA, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims in the RDSA, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the RDSA.

12. The Governmental Entity understands and acknowledges that nothing herein is intended to modify in any way the terms of any of the RDSA, to which Governmental Entity hereby agrees. To the extent this Combined Participation Form is interpreted differently from the RDSA in any respect, the RDSA controls.

I have all necessary power and authorization to execute this Combined Participation Form on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____



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

Date: April 20, 2026
To: Board of City Commissioners
From: Joe Vorndran, City Attorney
Subject: Consideration of an ordinance amending Article VI of Chapter 20, providing certain prohibitions against certain public conduct contrary to public health and safety, which shall be added to Chapter 20 [Offenses and Miscellaneous Provisions] of the City Code; and also providing for severability, codification, and repeater.

Background: The City wishes to modernize its outdoor activities ordinance to conform with recent U.S. Supreme Court decisions that concern this issue. This modernization of the code will create clarity for residents, visitors, and law enforcement.

Financial Impact: None

Attachments: Unlawful Outdoor Activities Ordinances

Staff Recommendation: Approval

ORDINANCE NO. _____

AN ORDINANCE AMENDING ARTICLE VI OF CHAPTER 20, PROVIDING CERTAIN PROHIBITIONS AGAINST CERTAIN PUBLIC CONDUCT CONTRARY TO PUBLIC HEALTH AND SAFETY, WHICH SHALL BE ADDED TO CHAPTER 20 [OFFENSES AND MISCELLANEOUS PROVISIONS] OF THE CITY CODE; AND ALSO PROVIDING FOR SEVERABILITY, CODIFICATION, AND REPEALER; AND DECLARING AN EMERGENCY.

WHEREAS, the Code of Ordinances of the City of Shawnee must be amended from time to time to comply with the laws of the State of Oklahoma and the Charter of the City of Shawnee; and

WHEREAS, it is the intent of the City Commission in enacting this ordinance, to provide for, and protect the public health, safety, and welfare of the City of Shawnee, Oklahoma;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION FOR THE CITY OF SHAWNEE, POTTAWATTOMIE COUNTY, STATE OF OKLAHOMA, THAT CHAPTER 20 “OFFENSES AND MISCELLANEOUS PROVISIONS” OF THE CITY CODE BE AMENDED TO ADD THE FOLLOWING SECTIONS THAT PROVIDE CERTAIN PROHIBITIONS AGAINST CERTAIN PUBLIC CONDUCT CONTRARY TO PUBLIC HEALTH AND SAFETY WITHIN CITY LIMITS, AS DEFINED BELOW:

SECTION I: Chapter 20 [“Offenses and Miscellaneous Provisions”] is amended by adding Section 20-244, which shall include, and place into effect, the following language:

Section 20-244. – Unlawful Camping.

- A. For the purposes of this Section, the term “camp” or “camping” shall be defined as the use as a temporary or permanent place of dwelling, lodging, or living accommodation. “Camping facilities” shall include, but not be limited to, personal belongings, tents, recreational vehicles, travel trailers, or other temporary structures used for storing personal belongings, sleeping, or carrying on cooking activities
- B. It shall be unlawful and a public nuisance for any person to camp; establish, maintain, allow, operate, or occupy camp facilities; or use camping paraphernalia to achieve the foregoing in the following areas:
 - 1. Any public or private street or right-of-way, including sidewalks, bus stops, and public landscaping;
 - 2. Any parking lot, yard, building setback, vacant land, open space, park, or any other area open to, accessible to, or controlled by the public, whether improved or unimproved;
 - 3. In, on, under, or adjacent to any structure not intended for human occupancy;
 - 4. In, on, under, or adjacent to a parked vehicle on any public or private property, including but not limited to, an automobile, bus, truck, camper, trailer, or recreational vehicle. For purposes of this section, “recreational vehicle” shall have the same meaning as provided in Section 18-1 of this Code.
- C. The prohibition on camping in this section shall not apply to the following:
 - 1. Camping on residential private property with consent of the property owner, and where such use does not violate any provision of this Code or Oklahoma state law and does not create or permit a public nuisance;

2. Camping where specifically permitted within City-approved campgrounds or facilities, or on private property for which such activity is an acceptable use as determined by the City zoning map and defined in Section 22-197 of this Code;
 3. Camping in connection with a special event as authorized by the City through issuance of a permit or other temporary exception.
- D. The exceptions contained herein do not apply where camping is conducted in such a manner as to create inadequate sanitation or other public nuisance; nor violate any law; nor where the camping is of such frequency, intensity, or duration lasting more than seven (7) consecutive or aggregate days in any one-month period, or so as to constitute a use of land prohibited by zoning regulations; nor where the camping would be prohibited under any other provision of this Code concerning the use of mobile homes; nor where any fee, charge, or other monetary consideration is collected for the privilege of camping or for any services or the use of any facilities related thereto, other than at City-approved and sanctioned campgrounds or facilities.
- E. Nothing in this Ordinance is intended to prohibit or make unlawful activities of a property owner or lawful tenant of private property that are incidental to the lawful and authorized use of private property for residential or other approved and legal purposes. Nothing herein is intended to prohibit or make unlawful activities of a property owner or other lawful tenant if such activities are expressly authorized by the City's zoning ordinance, other ordinances, or regulations.

State Law Reference: 11 O.S. § 22-120. (EFFECTIVE June 1, 2001)

SECTION II: Chapter 20 ["Offenses and Miscellaneous Provisions"] is amended by adding Section 20-245, which shall include, and place into effect, the following language:

Section 20-245. – Use of Motor Vehicles for Human Habitation.

- A. It shall be unlawful for any person to use any motor vehicle as defined in Section 19-2 of this Code, and inclusive of recreational vehicles as defined in Section 18-1 of this Code, for human habitation on or in any public or private street, alley, parking lot, or any public or private property which is held open for public use.

For the purposes of this Section, human habitation shall be defined as the use of a structure for living, sleeping, cooking, and or bathing purposes. Indicia of human habitation shall include, but not be limited to, observations of the foregoing activities, as well as sleeping in or occupying a parked vehicle for longer than two (2) hours consecutively, between the hours of 11:00 p.m. and 5:00 a.m.

State Law Reference: 11 O.S. § 22-120. (EFFECTIVE June 1, 2001)

SECTION III: Chapter 20 ["Offenses and Miscellaneous Provisions"] is amended by adding Section 20-246, which shall include, and place into effect, the following language:

Section 20-246. – Enforcement of §§ 20-244, 20-245.

- A. Each person shall be deemed guilty of a separate offense for each and every day, or portion thereof, during which any violation of or failure to comply with any of the provisions of the foregoing ordinances is committed, continued, or permitted by such person, and each instance shall be deemed punishable.

- B. The provisions of this Chapter shall not be construed as permitting conduct not proscribed herein and shall not affect the enforceability of any other applicable provisions of law.
- C. The City may enforce any violation of the foregoing ordinances by any and all means available by law, including but not limited to, a restraining order, preliminary or permanent injunction, and criminal or administrative enforcement.
- D. These remedies are intended to be cumulative and may be used in conjunction with or in lieu of each other.
- E. Except as provided in this Code, no citation for a violation of the foregoing ordinances, whether criminal or administrative, shall be issued to any person unless, at the time in question, the enforcement officer, in their reasonable discretion, is able to make an affirmative determination that there is a sleeping space practically available to such person in a shelter, based on the information known to the officer at the time, or which can be readily obtained in a reasonable amount of time.

In determining whether a sleeping space in a shelter is practically available to a person, enforcement officer shall consider the specific circumstances of the person and the specific policies and requirements of the shelter, including the following:

1. Availability of space in the shelter;
2. The means of transportation available to such person;
3. The distance between the homeless shelter and the location of the person;
4. The opening, closing, and check-in times of the homeless shelter;
5. Limitations on the amount of consecutive nights a person can stay at the shelter, or other similar requirements; and
6. Any other circumstance of the person, or any policy or requirement of the homeless shelter, known by the enforcement officer, that would make the shelter practically unavailable to the person, even if the shelter would be practically available to someone else.

A shelter shall not be considered practically available under this subsection if it requires a person to participate in religious activities as a condition of receiving a sleeping space.

- F. Notwithstanding any provisions to the contrary contained herein, no person may obstruct any public or private right-of-way either with their person, or with their personal property, in a way that creates a risk to the health and safety of passersby, or significantly impedes pedestrian traffic, or interferes with the use and enjoyment of public parks or facilities. Upon notice by an enforcement officer, any such person shall immediately remove the obstruction. Failure to remove the obstruction within a reasonable amount of time dependent on the circumstances shall be unlawful and shall constitute a public nuisance. Any personal property that is creating an obstruction as described in this subsection and is not removed within a reasonable time of receiving notice may be impounded as provided in this section.

State Law Reference: 11 O.S. § 22-120. (EFFECTIVE June 1, 2001)

SECTION IV: Chapter 20 [“Offenses and Miscellaneous Provisions”] is amended by adding Section 20-247, which shall include, and place into effect, the following language:

Section 20-247. –Prohibition of Public Urination and Defecation.

- A. The purpose of this Section is to prohibit persons from urinating or defecating in any place except a restroom in order to protect the public from unhealthy conditions resulting from such acts and to promote human decency. For purposes of this Section, the term “restroom” means any room or structure containing a flush toilet or receptacle for the deposit of human waste such as urine and feces, and which is fully enclosed so that the act of urination or defecation is not visible from the exterior of said room or structure.
- B. It shall be unlawful for any person to urinate or deposit any urine in any place within the City except in a restroom as defined the preceding Subsection.
- C. It shall be unlawful for any person to defecate or deposit any human feces in any place within the City except in a restroom.
- D. Any person who violates any provision of this Section shall be guilty of a misdemeanor.
- E. Violations of the provisions contained in this Section in connection with a medical emergency or episode shall be excepted from the penalties prescribed herein.

State Law Reference: 11 O.S. § 22-120. (EFFECTIVE June 1, 2001)

SECTION V: Statutory Construction. It is the intent of the City Commission of the City of Shawnee, Oklahoma to supplement applicable state and federal law and not to duplicate or contradict such law.

SECTION VI: Severability. The provisions of this Ordinance are severable and, if any sentence, provision, or other part of this Ordinance shall be held invalid, the decision of the court so holding shall not affect or impair any of the remaining parts or provisions of this Ordinance.

SECTION VII: Codification. This Ordinance shall be codified in the City Municipal Code, and the codifier is authorized to set out the Ordinance, as a whole, as appropriate

SECTION VIII: Repealer. All sections, subsections, clauses, and sentences of existing law in conflict with this ordinance, are repealed.

SECTION IX: Emergency. It being immediately necessary for the preservation of the peace, health, safety and public good of the City of Shawnee, Oklahoma and the inhabitants thereof that the provisions of this Ordinance be put into full force and effect, an emergency is hereby declared to exist, by reason whereof, this ordinance shall take effect and be in full force and effect after its passage, as provided by law.

PASSED AND APPROVED this ____ day of _____, 2026.

ERIC STEPHENS, MAYOR

ATTEST:
(SEAL)

LISA LASYONE, MMC, CITY CLERK

Emergency clause separately passed and approved on this ____ day of _____, 2026.

ERIC STEPHENS, MAYOR

ATTEST:
(SEAL)

LISA LASYONE, MMC, CITY CLERK

Approved as to form and legality this ____ day of _____, 2026.

JOSEPH M. VORNDRAN
CITY ATTORNEY

DRAFT



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

Date: April 20, 2026
To: Board of City Commissioners
From: Kalyn Lindsey, CDBG Program Manager
Subject: Consideration of Substantial Amendment One to the Community Development Block Grant (CDBG) 2020-2024 Consolidated Plan, Amendment One to 2021- Second Year Action Plan, Amendment One to 2022 - Third Year Action Plan, Amendment One to 2023 - Fourth Year Action Plan, Amendment One to 2024 - Fifth Year Action Plan, Substantial Amendment One to the Community Development Block Grant (CDBG) 2025-2029 Consolidated Plan, and Amendment One to 2025 - First Year Action Plan, and draft of the Annual Action Plan 2026 - Second Year Action Plan.

Background: The administration of Community Development Block Grant (CDBG) funds needs a significant shift, moving away from individualized case-by-case housing rehabilitation assistance toward broad community infrastructure and public works. Staff reduction and lack of qualified contractors has made the previous model of intensive, individualized rehab projects unsustainable, causing uncompleted activities, inability to spend funds, and missed timelines. These issues put the community's entitlement status at high risk. Entitlement status is a critical asset. It provides a consistent federal funding stream with minimal cost to the city, as the grant covers administrative expenses. This status also facilitates access to future grant opportunities and removes the need to compete for state CDBG funding. The City has received multiple warnings in recent years, and continued failure to resolve issues could lead to the total loss of entitlement status and funding. The proposed amendments would shift a majority of CDBG funding from individual house rehabilitation to public infrastructure and public works, focusing on parks, sidewalks, and roads. These changes will impact a much larger group of low-to-moderate households and benefit the community as a whole.

Financial Impact: None.

Attachments: Amendments to ConPlan 2020-2024 and Action Plans 2021-2024, Amendments to ConPlan 2025-2029 and 2025 Action Plan, 2026 - Second Year Action Plan DRAFT

Staff Recommendation: Approval of amendments and 2026 Action Plan draft.

City of Shawnee, Oklahoma

Substantial Amendment One

to the Community Development Block Grant (CDBG)

2020-2024 Consolidated Plan,

Amendment One to 2021 - Second Year Action Plan,

Amendment One to 2022 – Third Year Action Plan,

Amendment One to 2023 – Fourth Year Action Plan, and

Amendment One to 2024 – Fifth Year Action Plan

For public comment March 20, 2026 through April 20, 2026

City of Shawnee, Community Development/CDBG



NOTICE is hereby given that Amendment Number One to the City of Shawnee's proposed 2020-2024 Consolidated Plan and Second through Fifth Year Action Plans for the program years 2020-2024 will be considered on April 20, 2026 by the Shawnee City Commission during a regular meeting.

Preparation of this amendment will include discussion and approval by the Shawnee Urban Renewal Authority, City staff and administration, and the community as a whole, and will be in compliance with the Citizen Participation Plan that was prepared with the input of citizens. The funds that are included within this amendment are proposed to 100% benefit low-to-moderate income persons in their entirety.

The 2020-2024 Consolidated Plan and Second through Fifth Year Action Plans for the Community Development Block Grant (CDBG) Program were approved by the Shawnee City Commission and the U.S. Department of Housing and Urban Development (HUD). All activities included in the proposed use of funds referenced the 2020-2024 Consolidated Plan Objectives and expected performance outcomes and totaled \$1,597,970.00 for FY2020-2024.

To assist in addressing aging public facilities and infrastructure that impacts the residents of Shawnee, the Community Development Block Grant Program (CDBG) requested the following substantial amendments:

Amendment One to 2020-2024 Consolidated Plan requests programming funds of \$348,608.50 from Housing Rehabilitation & Emergency Repairs, \$2,153.67 from Administration, and \$4,527.08 from Clearance/Demolition be reallocated for Public Facilities and Improvements. These funds will be utilized for a program targeting Public Facilities and Infrastructure, including the purchase and installation of new playground equipment in several parks and repair or replacement of sidewalks in low-to-moderate income neighborhoods.

Amendment One to 2021 - Second Year Action Plan request to add Goal of Public Facilities & Improvements and to allocate \$140,000 to said Goal.

Amendment One to Third Year Action Plan request to add Goal of Public Facilities & Improvements and to allocate \$140,000 to said Goal.

Amendment One to Fourth Year Action Plan request to add Goal of Public Facilities & Improvements and to reallocate programming funds of \$145,679.28 from Housing Rehab & Emergency Repairs and \$17,523 from Clearance & Demolition to said Goal.

Amendment One to Fifth Year Action Plan Amend request to add Goal of Public Facilities & Improvements and to reallocate programming funds of \$203,206.13 from Housing Rehab & Emergency Repairs, \$27,627.13 from Administration, and \$15,484 from Clearance & Demolition to said Goal.

Discussion will be held with City administration, Community Development Department staff, and the Shawnee Urban Renewal Authority, pertaining to how the CDBG Program can be utilized to assist in meeting the demand for repairs of aging public facilities and infrastructure.

The sources of these funds include the funds that were not yet designated for CDBG Projects and Activities. Because CDBG funds are required to be tracked and segregated by awards, the funds being identified simplifies this request.

Copies of Amendments One to the 2020-2024 Consolidated Plan and Second through Fifth Year Action Plans are available for review by contacting the CDBG Program Division of the Community Development Department at 405-273-1276 or kalyn.lindsey@shawneeok.org. They are also available on the City of Shawnee website. Any comments or views of citizens received in writing during the comment period, or orally two public hearings to be held on March 31, 2026 at 2pm and April 8, 2026 at 2pm in the commission chambers, will be considered in preparing the Amendments. A summary of the comments or views, and a summary of any comments or views not accepted and the reasons therefore, shall be attached to the final amendments. The proposed use of funds is hereby published below. Comments must be received prior to 5 p.m. on April 20, 2026.

For additional information please contact Kalyn Lindsey, CDBG Program Manager at 405-273-1276 or kalyn.lindsey@shawneeok.org

AMENDMENT ONE TO THE 2020-2024 CONSOLIDATION PLAN
Goals and Funding Reallocations FY2020-2024 (AP-20)

Community Development Block Grant	\$1,982,200.29 Total Funds
Housing Rehab & Emergency Repairs	From \$1,278,380 to \$929,771.50
Administration	From \$319,590 to \$317,436.33
Clearance & Demolition	From \$50,000 to \$45,472.54
<i>Public Facilities & Infrastructure</i>	<i>From \$0 to \$689,519.92</i>

AMENDMENT ONE TO 2021 - SECOND YEAR ACTION PLAN
Project Addition and Funding Allocations FY2021-2022 (Second Year)

Community Development Block Grant \$338,189 Total Funds

Add Public Facilities & Infrastructure Goal Allocation: \$140,000

AMENDMENT ONE TO 2022 - THIRD YEAR ACTION PLAN
Project Addition and Funding Allocations FY 2022-2023 (Third Year)

Community Development Block Grant \$332,891 Total Funds

Add Public Facilities & Infrastructure Goal Allocation: \$140,000

AMENDMENT ONE TO 2023 - FOURTH YEAR ACTION PLAN
Project Addition and Funding Reallocations FY 2023-2024 (Fourth Year)

Community Development Block Grant \$346,903 Total Funds

Housing Rehab & Emergency Repairs From \$250,000 to \$104,320.72 and

Clearance & Demolition From \$27,523 to \$10,000 for a total of
\$163,202.28

Add Public Facilities & Infrastructure Goal From \$0 to \$163,202.28

AMENDMENT ONE TO 2024 - FIFTH YEAR ACTION PLAN
Project Addition and Funding Reallocations FY 2024-2025 (Fifth Year)

Community Development Block Grant \$337,484 Total Funds

Housing Rehab & Emergency Repairs From \$250,000 to \$46,793.87 and

Administration From \$62,000 to \$34,372.42 and

Clearance & Demolition From \$25,484 to \$10,000 for a total of
\$246,317.26

Add Public Facilities & Infrastructure Goal From \$0 to \$246,317.26

City of Shawnee, Oklahoma

Substantial Amendment One

to the Community Development Block Grant (CDBG)

2025-2029 Consolidated Plan and

Amendment One to 2025 - First Year Action Plan

For public comment March 20, 2026 through April 20, 2026

City of Shawnee, Community Development/CDBG



NOTICE is hereby given that Amendment Number One to the City of Shawnee's proposed 2025-2029 Consolidated Plan and First Year Action Plan for the program years 2025-2029 will be considered on April 20, 2026 by the Shawnee City Commission during a regular meeting.

Preparation of this amendment will include discussion and approval by the Shawnee Urban Renewal Authority, City staff and administration, and the community as a whole, and will be in compliance with the Citizen Participation Plan that was prepared with the input of citizens. The funds that are included within this amendment are proposed to 100% benefit low-to-moderate income persons in their entirety.

The 2025-2029 Consolidated Plan and First Year Action Plan for the Community Development Block Grant (CDBG) Program were approved by the Shawnee City Commission and the U.S. Department of Housing and Urban Development (HUD). All activities included in the proposed use of funds referenced the 2025-2029 Consolidated Plan Objectives and expected performance outcomes and totaled \$1,685,630 for FY2025-2029 Consolidated Plan and \$337,126 for FY2025-2026 Annual Action Plan respectively.

To assist in addressing aging public facilities and infrastructure that impacts the residents of Shawnee, the Community Development Block Grant Program (CDBG) requested the following substantial amendments:

Amendment One to 2025-2029 Consolidated Plan requests large portions of programming funds from Housing Initiatives, Clearance/Demo, Utility Assistance, Street Outreach, and Administration, be reallocated to Public Works and Public Facilities. These funds will be utilized for a program targeting Public Works and Public Facilities, including repair of roads and sidewalks in low- to moderate-income neighborhoods, repair of public facilities, and updating playground equipment in several parks. This aligns with the City of Shawnee's core goal of better serving out low- to moderate-income residents and the community as a whole.

Amendment One to 2025 - First Year Action Plan request to add the following goals and funding allocations: Housing Initiatives - \$90,000, Clearance/Demo - \$20,000, Public Works - \$50,000, Public Facilities -\$112,000, and Administration - \$65,126.

Discussion will be held with City administration, Community Development Department staff, and the Shawnee Urban Renewal Authority, pertaining to how the CDBG Program can be utilized to assist in meeting the demand for repairs of aging public facilities and infrastructure.

The sources of these funds include the funds that were not yet designated for CDBG Projects and Activities. Because CDBG funds are required to be tracked and segregated by awards, the funds being identified simplifies this request.

Copies of Amendment One to the 2025-2029 Consolidated Plan and Amendment One to 2025 - First Year Action Plan are available for review by contacting the CDBG Program Division of the Community Development Department at 405-273-1276 or kalyn.lindsey@shawneeok.org. Any comments or views of citizens received in writing during the comment period, or orally at two public hearing to be held on March 31, 2026 at 2pm and April 8, 2026 at 2pm in the Commission Chambers, will be considered in preparing the Amendments. A summary of the comments or views, and a summary of any comments or views not accepted and the reasons therefore, shall be attached to the final amendments. The proposed use of funds is hereby published below. Comments must be received prior to 5 p.m. on April 20, 2026.

For additional information please contact Kalyn Lindsey, CDBG Program Manager at 405-273-1276 or kalyn.lindsey@shawneeok.org

AMENDMENT ONE TO THE 2025-2029 CONSOLIDATION PLAN
Goals and Funding Reallocations FY2025-2029

Community Development Block Grant	\$1,685,630 Total Funds
Housing Initiatives	From \$1,080,574.63 to \$440,400
Clearance/Demolition	From \$163,549.01 to \$100,000
Utility Assistance	From \$374,936 to \$4,800
Public Works	From \$175,000 to \$250,000
Public Facilities & Infrastructure	From \$50,000 to \$560,000
Street Outreach	From \$75,000 to \$4,800
Administration	From \$514,806.15 to \$325,630

AMENDMENT ONE TO 2025 - FIRST YEAR ACTION PLAN
Project Addition and Funding Allocations FY 2025-2026 (First Year)

Community Development Block Grant	\$337,126 Total Funds
Add Housing Initiatives	Allocation: \$90,000
Add Clearance/Demolition	Allocation: \$20,000
Add Public Works	Allocation: \$50,000
Add Public Facilities	Allocation: \$112,000
Administration	Allocation: \$65,126



Annual Action Plan 2026

**City of Shawnee Oklahoma
Shawnee Urban Renewal Authority**



16 W. 9th Street

Shawnee, OK 74801

(405)273-1276

www.shawneeok.org

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The Five-Year Consolidated Plan is a document, required by the U.S. Department of Housing and Urban Development (HUD), that identifies a city's priority housing and community development needs for very low-, low-, and moderate-income city residents and the strategies the community has developed to address them. The Consolidated Plan serves as a planning document meeting the federal government statutory requirements in 24CFR 91.200-91.230, the Annual Action Plan is the mechanism where the programs and projects are authorized and funded. The first year Annual Action Plan is included in the 2025-2029 Five Year Consolidated Plan. This Action Plan covers the second year of the 2025-2029 Consolidated Plan period beginning July 1, 2026 through June 30, 2027. The U.S. Department of Housing and Urban Development (HUD) defines the City of Shawnee as an entitlement community due to its population and demographics. As an entitlement community, the City of Shawnee receives an annual allocation of Community Development Block Grant (CDBG).

This plan is the product of public outreach, public hearings, and consultation with multiple agencies that serve the needs of low and moderate-income residents of Shawnee and agencies that serve the needs of special populations.

The Annual Action Plan contains a range of goals, objectives, and outcomes formulated to address needs identified for homelessness, affordable housing, non-housing community development, barriers to affordable housing, fair housing, lead based paint hazards, institutional structure, and coordination as well as public facilities and public works. The overall goals include:

- Increase the availability of affordable housing units through rehabilitation and new construction.
- Support first-time homebuyer programs for low- to moderate-income families.
- Preserve existing affordable housing stock through repair and maintenance grants.
- Strengthen partnerships with local Continuums of Care (CoCs) to improve service coordination.
- Promote mixed-income developments and inclusionary zoning strategies.
- Conduct outreach and education on fair housing rights and responsibilities.
- Identify and remediate lead-based paint in pre-1978 housing units occupied by low-income families.
- Offer lead hazard awareness training to property owners and tenants.
- Enhance coordination among city departments, nonprofits, and housing agencies to streamline services.
- Renovate or expand public facilities such as parks in low-income areas.

- Invest in essential infrastructure upgrades (e.g., water, sewer, roads, sidewalks) to support neighborhood revitalization.
- Support services aimed at the prevention and elimination of homelessness and rapid rehousing of this Consolidated Plan will provide guidance for Shawnee for the period July 1, 2026—June 30, 2027.

The City of Shawnee must submit an Annual Action plan every year to illustrate not only its housing and community development needs but also a coordinated plan to meet those needs.

This Consolidated Plan establishes a unified, coordinated vision for community development that benefits low-income residents and areas for the years 2025-2029. Shawnee gathers input from citizens and its community development partners to determine its housing and community development needs, and to undertake specific actions with those strategies. A key element of this Consolidated Plan is the collaborative nature of the process.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis, or the strategic plan.

Shawnee intends to invest the majority of CDBG funds on a citywide basis to activities demonstrating significant leveraging of limited CDBG resources while benefiting low to moderate-income persons both directly and through community growth. [Leveraging is defined as increasing the impact of CDBG assistance by combining grant funds with other resources such as public, private, foundation funding, and/or quantifiable in-kind resources such as volunteer labor, land, equipment, etc.]

In order to aggregate results across the broad spectrum of programs funded by CDBG, the city adopted HUD's program goals, objectives, activities and outcome categories. Priorities are identified as High-Needs addressed with CDBG and/or leveraging other funds; Medium- If funds are available, these needs will be addressed; and; Low-Needed but not pursued by the City. Shawnee will consider certifications of consistency for other federal application assistance.

These primary needs were identified:

1. Infill Development – Leverage available infill lots for the construction of affordable housing, with a primary focus on first-time homebuyers.
2. First-Time Homebuyer Assistance – Reactivate and enhance the First-Time Homebuyer Assistance program to improve access to stable, long-term housing.
3. Emergency repairs – Collaborate with other organizations to assist homeowners with emergency repairs with an emphasis on health, safety, and code compliance.
4. Demolition

5. Road and Infrastructure Repairs
6. Community-Led Infrastructure Projects – Launch neighborhood-focused service initiatives to support public infrastructure improvements and community beautification.
7. Neighborhood Park Revitalization – Prioritize the renewal of underutilized parks in residential areas to enhance community wellness and recreation.
8. Sidewalk Restoration Program.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

An evaluation of past performance revealed that some of our goals were met. Those that were not met were due to several vacancies of staff in the department that administers the program, new staff coming on board who were unfamiliar with the program, decrease in available contractors for activities, and staffing time constraints. In the capacity of lead agency, the City of Shawnee consulted with various representatives of city and county departments, health organizations, schools, nonprofit organizations, etc. to ensure that none of the needs in our community was overlooked. Additionally, the City met with the citizens to obtain input.

Overall, the City plans to meet the identified goals with specific emphasis on the needs of low- and moderate-income individuals and families in the City of Shawnee.

All goals achieved benefit 100% of the clientele served were of low- to moderate-income.

City staff, including CDBG Program Manager, strive to meet all CDBG program requirements while also following city and state mandated requirements. To ensure that sub-grantees understand their responsibilities, City staff provides training and technical assistance, and monitors projects regularly based on the type of activity and complexity.

The past needs are a basis for determining current needs. There continues to be a strong demand for affordable housing programs through CDBG housing activities as well as ongoing needs related to public facilities and public works.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City of Shawnee Citizen Participation Plan outlines ways in which the citizens of Shawnee can participate in its CDBG program. Its purpose is to encourage public participation in the planning process, as well as to meet the requirements of the U.S. Department of Housing and Urban Development. The process is designed to encourage citizens, interested parties, and public and private agencies

opportunity for reasonable and timely access to information and records related to the Consolidated Plan.

The City of Shawnee will hold at least two public hearings during each program year cycle; one will be held before the proposed consolidated plan is published for comment and at least one after the proposed plan is available for review. The hearings will be held in the City Commission Chambers located at City Hall of Shawnee, 16 W. 9th Street, on a day selected in the normal work week. This location is central within our primary target area of service, is ADA compliant, and has ample free parking on site.

Notices of the hearings will be published in the Shawnee News Star newspaper at least ten (10) calendar days prior to each hearing. The notices will also be sent to the following local public service agencies for posting:

- City Hall
- Public Housing Authority
- Recreation Center (formerly called Senior Center)
- Library
- Shawnee News Star (to publish notices)

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments are accepted.

7. Summary

The primary goal of the City of Shawnee is to sustain a viable urban community. To support this objective, the City utilizes CDBG funds to help achieve the goals outlined in the Goals table. The City reserves the right to make non-substantive amendments to the Consolidated Plan without a public comment period. However, any changes that involve adding or deleting a priority, proposing an activity inconsistent with an existing strategy, or removing an activity previously included, will necessitate a public comment period.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	SHAWNEE	Shawnee Urban Renewal Authority

Table 1 – Responsible Agencies

Narrative (optional)

The Lead Agency for this initiative is the City of Shawnee, with the Shawnee Urban Renewal Authority responsible for overseeing the development of the Plan and administering the CDBG (Community Development Block Grant) program.

The Shawnee Urban Renewal Authority ensures that all relevant community entities involved in providing housing of various types and purposes are consulted to gather their needs, perspectives, and recommendations.

Consolidated Plan Public Contact Information

Kalyn Lindsey

16 W. 9th Street

Shawnee, OK 74801

405-273-1276

kalyn.lindsey@shawneeok.org

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

The Shawnee Urban Renewal Authority serves as the lead agency responsible for development and administration of programs and activities of the Action Plan and implementation of housing and community development activities and initiatives. The City Commission serves as the decision-making body on matters related to the Consolidated Plan.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The CDBG Program operates under the direction and oversight of the City Manager, the City Commission, and the Community Development Department. One full-time employee, a CDBG Program Manager, oversees the Program's administration.

The CDBG Program Manager is responsible for managing and implementing all funded activities, preparing the 5-Year Consolidated Plan and Annual Action Plans, maintaining program/project records, and ensuring compliance with all federal, state, and local regulations and statutes related to the Program.

The agencies that will assist in the administration of programs and activities that will be addressed in the Five-Year Consolidated Plan and the Second Annual Action Plan include:

- Housing Authority of the City of Shawnee, Oklahoma
- Central Oklahoma Economic Development District (COEDD)
- Salvation Army
- Continuum of Care, Oklahoma Balance of State
- Shawnee Housing Alliance
- Community Market of Pottawatomie County
- Central Oklahoma Community Action Agency (COCAA)
- Shawnee Rescue Mission
- Youth and Family Resource Center
- Sac & Fox Nation
- Citizen Potawatomi Nation
- United Way
- Red Rock
- Angel Acres
- City of Shawnee departments

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

The City strives to enhance coordination between housing providers and social service agencies by acting as a central hub for communication. Annually, the City solicits feedback and information from these organizations and publishes the results for review and comment. Housing providers and social service agencies are also invited to participate in focus groups and public meetings where they are encouraged to provide input and feedback on the City's entitlement community planning and evaluation activities. The City routinely communicates with the public housing authority to understand their programs and needs and has provided assistance to them in the past. However, due to budget constraints, the City is currently unable to provide financial assistance for projects.

The Public Housing Authority has been consulted regarding the plan. Both the Shawnee Urban Renewal Authority and the Public Housing Authority share the same goal of preventing homelessness in Shawnee, Oklahoma.

In conjunction with the Community Development Department, the Balance of State Oklahoma Continuum of Care sets goals, priorities, and strategies to address the city's homelessness needs.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The Balance of State Region Oklahoma Continuum of Care sets goals, priorities and strategies to address the City's homeless needs.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City's Homeless Services Coordinator consults with the Balance of State Region Oklahoma Continuum of Care sets goals, priorities and strategies to address the City's homeless needs.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Central Oklahoma Community Action Agency
	Agency/Group/Organization Type	Housing Foundation
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Market Analysis Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Efforts were made to engage a broad group of community stakeholders ensuring that no agency types were excluded from participation. Shawnee's citizen participation process is designed to provide citizens, interested parties, and public and private agencies opportunity for reasonable and timely access to information and records related to the Consolidated Plan. Consultations with housing and social service agencies as well as other relevant entities, were conducted through personal interviews, telephone conversations, internet communications, meetings and other necessary methods. The information collected was analyzed to evaluate how services were provided and to assess the local networks being utilized to augment and coordinate services and facilities.

2	Agency/Group/Organization	Housing Authority of the City of Shawnee
	Agency/Group/Organization Type	Housing PHA Services - Housing Services - Narrowing the Digital Divide Business Leaders Civic Leaders Foundation Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Market Analysis Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public Housing Needs
3	Agency/Group/Organization	City of Shawnee Planning/Community Development Department
	Agency/Group/Organization Type	Other government - Local Planning organization Business Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development Lead-based Paint Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Strategic planning, economic development, blight removal, and new residential development.
4	Agency/Group/Organization	POTTAWATOMIE COUNTY
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services - Broadband Internet Service Providers Health Agency Other government - County Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy Lead-based Paint Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Shawnee has excellent cooperation and coordination with other public entities, including Pottawattamie County Health Department, the State Department of Health and Human Services, and the Pottawatomie County Governmental Offices.
5	Agency/Group/Organization	Project SAFE
	Agency/Group/Organization Type	Housing Services - Housing Services-Victims of Domestic Violence Services - Victims Child Welfare Agency Foundation
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Project SAFE provides service for domestic violence victims and families. They provide protection and case management services to those suddenly homeless due to emergency situations. Clients can be referred to the City of Shawnee for housing needs.

6	Agency/Group/Organization	Oklahoma State Department of Health
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Health Other government - County LBP
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy Health
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Oklahoma Department of Health is consulted for core services for the health and safety of all citizens. They provide lead poisoning prevention programs such as screenings and testing, case management, surveillance, education and outreach. The City of Shawnee will refer families with children that may be at risk for Lead poisoning to the health department for services.
7	Agency/Group/Organization	City of Shawnee Planning/Community Development Department
	Agency/Group/Organization Type	Other government - Local Planning organization Grantee Department
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development Community Development and Planning
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Planning department helps with neighborhood stabilization programs by improving public facilities and public infrastructure to improve the quality of life for all citizens.

8	Agency/Group/Organization	ABSENTEE SHAWNEE TRIBE
	Agency/Group/Organization Type	Housing PHA Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Other government - Federal Tribal Government Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Economic Development

Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Absentee Shawnee Tribe provides across the board services.
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Identify any Agency Types not consulted and provide rationale for not consulting

All agencies were included in the consultation process.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Balance of State Region Oklahoma Continuum of Care	The City uses data collected from the Balance of State Region Oklahoma Continuum of Care.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The community demonstrates strong support for the CDBG program and its projects by actively participating in public hearings and stakeholder meetings, offering valuable input and suggestions.

Identify any agency types not consulted: All Agencies were actively engaged in the consultation process.

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting Citizen Participation Outreach

The City of Shawnee follows its Citizen's Participation Plan for involving its citizens in the preparation of the plan as well as determining the goals, objectives, and outcomes. Specifically, citizens are notified by newspaper publications and postings regarding the public hearing to discuss the 2026-2027 Action Plan. The basis for goal setting is determined by the participation and comments received by the citizens of Shawnee at the public hearings and meetings conducted. With those comments, this office is able to determine goals for the action plan.

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Minorities Non-English Speaking - Specify other language: Any Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing			All comments are accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Hearing	Non-targeted/broad community			All comments are accepted.	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The City of Shawnee’s CDBG allocation for FY2026-2027 is \$337,126.00. For the remaining period of the plan, approximately \$337,126.00 will be available through HUD's CDBG funding.

The City of Shawnee has engaged a comprehensive network of community partners and stakeholders, including multi-level government agencies, private for-profit and non-profit organizations, local health authorities, and citizens to assess community needs. While it is not possible to address every identified need with the available funds, the City of Shawnee, in collaboration with our community service providers, has developed a strategic plan that prioritizes the distinct needs of low- and moderate-income individuals and families.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	337,126.00	5,956.00	0.00	343,082.00	1,011,378.00	CDBG funds will be used to carry out activities related to acquisition, administration and planning, housing, economic development, public facility improvements, and public services.

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Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - federal	Public Services Other	0	0	0	0	0	

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City of Shawnee does not anticipate any additional resources other than program income. While CDBG funds do not require a match, the City anticipates leveraging local, state, federal, and private funds as they address the priorities and goals outlined in the Consolidated Plan.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

If appropriate, the City may utilize funds to address infrastructure or public facilities improvements for qualifying low-moderate income areas of the City.

Discussion

The City of Shawnee is uncertain whether any vacant land or dilapidated structures will be received during this plan year. If any property is received, the City of Shawnee will utilize it to address the needs identified in the plan. The unmet need for decent, safe and affordable housing continues to outpace the ability of federal, state, and local government to supply housing, as stance needs.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing Initiatives	2025	2029	Affordable Housing Public Housing	Citywide (determined by need and eligibility)	Decent, Safe & Affordable Housing	CDBG: \$82,800 Project income: \$	Homeowner Housing Rehabilitated: 5 Homeowner Housing Added: 3 Direct Financial Assistance to Homebuyers: 5
2	Clearance/Demolition	2025	2029	Non-Homeless Special Needs	Citywide (determined by need and eligibility)	Clearance and Demolition	CDBG: \$20,000 Project Income: \$	Buildings Demolished: 5
3	Utility Assistance	2025	2029	Non-Homeless Special Needs	Citywide (determined by need and eligibility)	Subsistence Public Service Rent/Utilities/Grocery	CDBG: \$3,600	Households receiving Utility Assistance: 25

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Public Works	2025	2029	Non-Housing Community Development	Citywide (determined by need and eligibility)	Public Works	CDBG: \$50,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 100
5	Public Facilities	2025	2029	Non-Housing Community Development	Citywide (determined by need and eligibility)	Public Facilities	CDBG: \$112,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 250
6	Street Outreach	2025	2029	Homeless	Citywide (determined by need and eligibility)	Street Outreach	CDBG: \$3,600	Homelessness Prevention: 10
7	Administration	2026	2029	Other - Administration		Administration and Planning	CDBG: \$65,484	Other: 1

Table 5 – Goals Summary

Goal Descriptions

1	Goal Name	Housing Initiatives
	Goal Description	The Housing Initiatives program is designed to assist low-moderate income households. Beneficiaries can be individuals, families with or without children, elderly, frail, veterans, persons with disabilities or any other demographic as provided they are low-moderate income Emergency Repairs: Emergency repairs program is to prevent beneficiaries that are in jeopardy of losing their homes due to unsafe hazards and/or need of emergency repairs. Beneficiaries must own their home. In collaboration with other organizations, the City of Shawnee will utilize CDBG funds to prevent homelessness by providing emergency services to approximately 5 homeowners per year Infill Lot program: Provide incentives to developers for purchase of and build on infill lots: 3 per year First-Time Homebuyer program: Provide down-payment assistance for first-time homebuyers: 5 per year
2	Goal Name	Clearance/Demolition
	Goal Description	To assist low-moderate income residents with demolition of structures deemed unsafe or a hazard to public health and safety. The City will provide clearance/demolition services of the structure in exchange for the property, which will then be used as an infill lot in conjunction with the Infill Lot Program. This project will help eliminate slum/blight.
3	Goal Name	Utility Assistance
	Goal Description	The City will collaborate with the Homeless Roundtable to offer one-time utility assistance to households in need.
4	Goal Name	Public Works
	Goal Description	The City will work to repair sidewalks and roads in low-moderate income areas.

5	Goal Name	Public Facilities & Infrastructure
	Goal Description	Prioritize the renewal of underutilized parks in residential areas to enhance community wellness and recreation. Rehabilitate this key community asset using a combination of CDBG to maximize project impact and resident engagement
6	Goal Name	Street Outreach
	Goal Description	Collaborate with Homeless Roundtable to establish activities aimed at homeless prevention and outreach
7	Goal Name	Administration
	Goal Description	Planning, administration, management, and oversight of federal, state, and local funded programs.

Projects

AP-35 Projects – 91.220(d)

Introduction

The City of Shawnee has reviewed all proposed activities for eligibility under 24 CFR Subpart C and has determined eligibility under HUD guidelines as established for the Community Development Block Grant program. The activities planned for this year will meet HUD national objectives. The annual action plan describes the City's plans for the expenditure of federal dollars for the coming fiscal year. The activity will specifically address objectives and priorities identified in the 2025-2029 Consolidated Plan.

Projects

#	Project Name
1	HOUSING INITIATIVES
2	CLEARANCE/DEMOLITION
3	UTILITY ASSISTANCE
4	PUBLIC WORKS
5	PUBLIC FACILITIES
6	STREET OUTREACH
7	ADMINISTRATION 21A

Table 6 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

All allocation priorities support the overall priorities of the Consolidated Plan and address underserved needs of lack of affordable housing, homeless services and homeless prevention activities. The main obstacle in addressing underserved needs is that the needs of the community far outweigh the funding available to address those needs. CDBG assistance is made available throughout the City of Shawnee. However, from time to time, based on the type of activity to be undertaken, the City may target and invest CDBG funds to specific areas where 51% or more of the total household beneficiaries have low to moderate incomes. Activities based on area benefit are mainly infrastructure and public facilities improvement projects such as public parks, sidewalks, and street and drainage improvements located in low income census tracts of the city. Typically, the City qualifies CDBG activities under the national objective of benefit to low- and moderate-income households.

AP-38 Project Summary

Project Summary Information

1	Project Name	Housing Initiatives
	Target Area	Citywide (determined by need and eligibility)
	Goals Supported	Housing Initiatives
	Needs Addressed	Decent, Safe & Affordable Housing
	Funding	CDBG: \$82,800
	Description	The Housing Initiatives program is designed to assist low-moderate income households. Beneficiaries can be individuals, families with or without children, elderly, frail, veterans, persons with disabilities or any other demographic as provided they are low-moderate income Emergency Repairs: Emergency repairs program is to prevent beneficiaries that are in jeopardy of losing their homes due to unsafe hazards and/or need of emergency repairs. Beneficiaries must own their home. In collaboration with other organizations, the City of Shawnee will utilize CDBG funds to prevent homelessness by providing emergency services to approximately 5 homeowners per year Infill Lot program: Provide incentives to developers for purchase of and build on infill lots: 3 per year First-Time Homebuyer program: Provide down-payment assistance for first-time homebuyers: 5 per year
	Target Date	09/01/2027

	Estimate number and type of families that will benefit from the proposed activities	Homeowner Housing Rehabilitated: 5 Homeowner Housing Added: 3 Direct Financial Assistance to Homebuyers: 5
	Location Description	Citywide, based on household income eligibility
	Planned Activities	Emergency Repairs Infill Lot Program First-Time Homebuyer Incentive

2	Project Name	Clearance/Demolition
	Target Area	Citywide (determined by need and eligibility)
	Goals Supported	Clearance/Demolition, Housing Initiatives
	Needs Addressed	Eliminate slum/blight
	Funding	CDBG: \$20,000
	Description	To assist low-moderate income residents with demolition of structures deemed unsafe or a hazard to public health and safety. The City will provide clearance/demolition services of the structure in exchange for the property, which will then be used as an infill lot in conjunction with the Infill Lot Program.
	Target Date	09/01/2027
	Estimate number and type of families that will benefit from the proposed activities	Estimated 5 low-moderate income households to benefit from Clearance/Demolition activities
	Location Description	Citywide, based on income eligibility
	Planned Activities	Demolition and clearance of dilapidated structures to prevent unsafe environments and hazards to citizens.
3	Project Name	Utility Assistance
	Target Area	Citywide (determined by need and eligibility)
	Goals Supported	Utility Assistance
	Needs Addressed	Subsistence Public Service: Utilities
	Funding	CDBG: \$3,600
	Description	Provide utility assistance

	Target Date	09/01/2027
	Estimate the number and type of families that will benefit from the proposed activities	Households receiving utility assistance: 25
	Location Description	Citywide, based on income eligibility
	Planned Activities	The City will provide funds to the Homeless Roundtable to be dispersed to households in need of utility assistance to help prevent homelessness.
4	Project Name	Public Works
	Target Area	Citywide (determined by need and eligibility)
	Goals Supported	Public Works
	Needs Addressed	Non-housing Community Development
	Funding	CDBG: \$50,000
	Description	Repair of sidewalks and streets
	Target Date	09/01/2027
	Estimate the number and type of families that will benefit from the proposed activities	100 low-moderate income households
	Location Description	Citywide
	Planned Activities	Repair of sidewalks and streets in LMI areas

5	Project Name	Public Facilities & Infrastructure
	Target Area	Citywide (determined by need and eligibility)
	Goals Supported	Public Facilities & Infrastructure
	Needs Addressed	Public Facilities & Infrastructure
	Funding	CDBG: \$112,000
	Description	Replace playground equipment, update parks in LMI areas
	Target Date	09/01/2027
	Estimate the number and type of families that will benefit from the proposed activities	250 Low-Moderate income families
	Location Description	Citywide
	Planned Activities	Replace playground equipment, update parks in LMI areas
6	Project Name	Street Outreach
	Target Area	Citywide (determined by need and eligibility)
	Goals Supported	Street Outreach
	Needs Addressed	Street Outreach
	Funding	CDBG: \$3,600
	Description	Support services aimed at the prevention and elimination of homelessness
	Target Date	09/01/2027

	Estimate the number and type of families that will benefit from the proposed activities	Homeless Prevention: 10 individuals
	Location Description	Residents being served at the Shawnee Rescue Mission
	Planned Activities	Support services through the Homeless Roundtable aimed at the prevention and elimination of homelessness
7	Project Name	Administration and Planning 21A
	Target Area	Citywide (determined by need and eligibility)
	Goals Supported	Administration
	Needs Addressed	Administration and Planning
	Funding	CDBG: \$65,126
	Description	Planning, administration, management, and oversight of federal, state, and local funded programs.
	Target Date	09/01/2027
	Estimate the number and type of families that will benefit from the proposed activities	All eligible CDBG applicants will benefit from administrative activities.
	Location Description	Administrative office is centrally located within the target area
	Planned Activities	Administration and Planning

DRAFT

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Shawnee's designated target areas include segments of the community where 51 percent or more of the residents are classified as low- to moderate-income, thereby qualifying for Community Development Block Grant (CDBG) activities. This program encompass a range of projects and initiatives related to housing, infrastructure, economic development, and other elements outlined in the Consolidated Plan, all aimed at enhancing the quality of life for residents.

The demographic composition of Shawnee continues to evolve, reflecting a more integrated and diverse community in both population size and geographic distribution. According to the 2023 U.S. Census, Shawnee had a population of 31,803, with 71.1% identifying as White, 4.8% as Black or African American, 13.8% as American Indian, 0.6% as Asian, and 0.02% as Native Hawaiian or Other Pacific Islander. Additionally, 7.3% of residents identified as Hispanic or Latino.

By 2025, the U.S. Census reported an increase in population to 32,125. The racial and ethnic composition shifted slightly, with 70.9% identifying as White, 4.3% as Black or African American, 13.1% as American Indian, 0.8% as Asian, 9.8% as two or more races, 0.8% as some other race, and 0.3% as Native Hawaiian or Other Pacific Islander. The proportion of Hispanic or Latino residents remained at 7.3%.

This steady growth in racial and ethnic diversity across all census tracts illustrates a broader trend toward greater inclusivity within Shawnee. Contributing factors include expanded economic opportunities, stronger community support systems, and the continued availability of affordable housing.

Most target areas are situated within specific census tracts in Shawnee. Resources allocated through city programs are primarily focused on improving living conditions for extremely low, very low, and low- to moderate-income individuals and families, defined as those earning at or below 30%, 50%, and 80% of the median family income for the area.

Geographic Distribution

Target Area	Percentage of Funds
City wide (determined by need and eligibility)	100

Table 7 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

CDBG assistance is available throughout the City of Shawnee. However, depending on the nature of the

activity, the City may periodically direct CDBG investments to specific areas where 51% or more of the total beneficiaries are low- to moderate-income households. Generally, CDBG activities are aligned with the national objective of benefiting low- and moderate-income households.

Discussion

The City of Shawnee has effectively optimized its geographic allocation of housing and community development investments by adopting a citywide policy that prioritizes eligibility determinations based on income criteria rather than exclusively on area benefit.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City of Shawnee actively promotes the development of rental housing for individuals within the 50% to 60% Median Family Income (MFI) range by:

1. Enhancing Awareness: Marketing development opportunities within the city, including leveraging the Qualified Census Tract advantage to attract tax credit developers, and disseminating results from housing market analyses.
2. Providing Support: Issuing “Resolutions of Support” and “Community Support” for proposed IRS Section 42 Low-Income Housing Tax Credit (LIHTC) applications seeking competitive tax credit allocations from the Oklahoma Housing Finance Agency (OHFA).
3. Exploring Incentives: Evaluating potential direct contributions to developments, such as fee waivers, tax abatements, public infrastructure improvements, and donations or discounts on real property and materials.

One Year Goals for the Number of Households to be Supported	
Homeless	5
Non-Homeless	5
Special-Needs	5
Total	15

Table 8 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	3
Rehab of Existing Units	5
Acquisition of Existing Units	0
Total	8

Table 9 - One Year Goals for Affordable Housing by Support Type

Discussion

The City of Shawnee promotes affordable housing by assisting with emergency repairs of existing homes to help prevent homelessness. The City also plans to offer Infill Lot Program Incentives to developers to create new affordable housing units. The First-Time Homebuyer Program aims to provide assistance to qualifying first-time, LMI homebuyers.

Approximately 13 households are planned to receive Housing Incentive assistance.

The non-homeless goal for the 2026-2027 program year is to assist 13 households.

AP-60 Public Housing – 91.220(h)

Introduction

The City of Shawnee currently lacks sufficient funding to support the public housing authority in addressing its existing needs.

Actions planned during the next year to address the needs to public housing

Shawnee has a public housing authority that manages properties of varying ages and construction standards. There is a substantial need for modernization and repairs, with capital and modernization requirements estimated to exceed \$6 million over the next five years. Due to limited funding, Shawnee will not allocate any CDBG funds to public housing projects. Instead, these funds will be dedicated exclusively to homeless prevention efforts through emergency repairs for owner-occupied dwellings.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The housing authority shares information with residents through the year about home ownership training classes and encourages homeownership.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The housing authority is not designated as troubled.

Discussion

Support for homeless households will be accomplished by providing resources and referrals to local agencies that specialize in that area. The City of Shawnee currently utilizes the CDBG allocation for homeless prevention by providing emergency repairs assistance.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Historically, Shawnee has relied on the area's Continuum of Care partnering agencies to address homeless needs of the City. The CoC covers the geography of 13 counties and includes the city of Shawnee. The Continuum is responsible for identifying Shawnee's homeless and homeless prevention priorities through consultations with its member organizations serving homeless individuals and families with children and concerned citizens. Although we do not receive funding from the partner agencies, we are committed to pursuing alternative strategies and initiatives within our community to support this vulnerable population and promote revitalization efforts.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Addressing the emergency shelter and transitional housing needs of homeless persons

The Continuum of Care agencies help homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

Despite facing challenges related to limited funding, the City remains dedicated to providing non-financial support to organizations working with the Continuum of Care to advance efforts to eradicate chronic homelessness how we will do that is listed below under how we will undertake the following measures to support the plan.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

To support the successful implementation of the plan, the City of Shawnee will undertake the following

measures:

1. **Staff Awareness and Engagement:** Ensure that all relevant staff are thoroughly informed about the plan's goals, strategies, and implementation framework to promote alignment and accountability across departments.
2. **Public Accessibility and Transparency:** Make the plan easily accessible to the public to foster transparency, encourage community engagement, and invite public input.
3. **Annual Evaluation and Stakeholder Feedback:** Conduct a comprehensive annual review of the plan, incorporating feedback from key stakeholders and providing timely updates on the Community Development Block Grant (CDBG) process.
4. **Capacity Building through Technical Training:** Provide targeted technical training to interested agencies and organizations to strengthen their capacity and enhance the effectiveness of plan implementation.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Shawnee's homeless prevention strategy for the upcoming program year will involve the following actions:

1. **Emergency Repair Assistance:** Utilize CDBG funds to provide emergency repair assistance for owner-occupied homes and support local applications for state and federal funding aimed at addressing homelessness and at-risk populations.
2. **Support for Nonprofits:** Encourage and assist locally funded non-profit organizations in accessing available homeless funding. HUD administers five programs specifically targeted at combating homelessness. Additionally, HUD funds "mainstream" programs that, while not exclusively focused on homelessness, can offer further assistance to individuals experiencing homelessness due to their low-income or disability status.

Discussion

The City of Shawnee uses its CDBG funding for homeless prevention programs through emergency repairs.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The City of Shawnee's development policies are designed to safeguard the health, safety, and welfare of its citizens. The City continuously reviews and updates its regulations to address evolving conditions and challenges related to affordable housing. While the City does not provide assistance or special tax incentives to builders of affordable housing, it does support development in other ways.

According to the City Community Development Department, land development costs in Shawnee are significantly lower compared to many other suburban communities in the Oklahoma City metropolitan area.

The City's housing rehabilitation assistance program aims to ensure a safe living environment within affordable housing. However, with approximately 2,000 housing units in Shawnee facing issues, the direct impact of rehabilitating 5 houses annually is relatively modest. Nevertheless, such rehabilitation efforts often inspire other properties in the neighborhood to undertake improvements as well.

The City's Comprehensive Plan, adopted in 2019, includes residential design changes intended to reduce development costs. These changes involve narrowing street width requirements and reducing lot size requirements, which in turn decrease the amount of paved infrastructure, water, sewer, electric, natural gas, and other capital improvements needed for each house. Additionally, the City adopted the International Building Codes last year, streamlining remodeling requirements while maintaining standards for safety, health, and welfare. The City does not impose restrictions on the return on investment for developing or operating residential properties.

Barriers to affordable housing in Shawnee are influenced by supply and demand dynamics. The high demand for housing in the area drives up acquisition costs. Furthermore, some affordable housing in Shawnee does not meet decent living standards. While the City promotes efforts to improve affordable housing, the absence of state, local, or federal regulations governing rental conditions presents a significant challenge.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

To enhance development opportunities in Shawnee, the City will:

- Promote Development Opportunities: Increase awareness of development prospects by marketing the Qualified Census Tract advantage to tax credit developers and sharing results

from housing market analyses.

- Provide Support: Offer “Resolutions of Support” and “Community Support” for IRS Section 42 Low-Income Housing Tax Credit (LIHTC) proposals seeking competitive tax credits from the Oklahoma Housing Finance Agency (OHFA).
- Explore Incentives: Evaluate potential contributions of direct value to developments, including fee waivers, tax abatements, public improvements, and donations or discounts on real property and materials.

The expansion of homeownership in the community is constrained by the high cost of entry-level for-sale housing units. With new single-family home prices averaging \$195,000 and overall new home sale prices around \$260,700, there is a significant affordability gap for median household incomes of \$38,056. This gap is even wider for smaller households with incomes at or below HUD’s Pottawatomie County income thresholds of \$37,100 to \$59,350 for low- and moderate-income families. To address this issue, the City plans to market and promote housing market analysis results to inform developers of housing needs and offer incentives for development.

Homeownership is more attainable for low-income households when down-payment assistance, below-market interest rate mortgage loans, and homebuyer education are available. Aside from financial barriers such as down-payment and closing costs, poor or no credit history often impedes homeownership.

To bridge the affordability gap in the housing market segment and address credit issues, the City encourages collaboration with nonprofit and local banking partners to provide financial and homebuyer education. It also seeks to leverage homebuyer assistance resources from OHFA’s HOME and SFMRB Programs, the FHLB’s AHP Program, and REI’s down-payment, closing cost, and mortgage financing assistance programs.

Similarly, the high cost of developing new rental properties results in contract rents that are unaffordable to low- and very low-income households. Elevated development costs lead to larger long-term mortgages with higher monthly payments, necessitating higher contract rent structures to generate sufficient revenue to service debt. The City aims to collaborate with community development organizations to facilitate additional tax credit projects, thereby promoting the development of affordable rental housing.

Discussion:

To mitigate the high development costs associated with affordable housing property projects, both nonprofit and for-profit development partners utilize state and national affordable housing grant and loan funds. This "soft" public financing helps reduce or eliminate hard development costs and long-term debt, thereby generating cost savings that can be passed on to low-income residents.

AP-85 Other Actions – 91.220(k)

Introduction:

Obstacles to addressing underserved needs are primarily due to constraints in resources and staffing.

Actions planned to address obstacles to meeting underserved needs

The City of Shawnee employs a variety of innovative strategies to effectively address limited resources and staffing constraints while ensuring that high-priority needs are met. These strategies include:

1. **Collaborative Partnerships:** The City actively collaborates with local nonprofits, community organizations, and other governmental agencies to pool resources and expertise. This collaborative approach allows for a more comprehensive response to community needs, leveraging the strengths of various partners to maximize impact.
2. **Data-Driven Decision Making:** By utilizing data analytics and community assessments, the City identifies key areas of need and allocates resources more efficiently. This targeted approach helps ensure that interventions are tailored to the specific challenges faced by different neighborhoods and populations.
3. **Volunteer Engagement:** Shawnee encourages community involvement through volunteer programs that empower residents to participate in service delivery. By mobilizing volunteers, the City can extend its capacity to address local needs without significantly increasing costs.
4. **Grant Writing:** The City proactively seeks additional funding through grants. By identifying and applying for relevant grants, Shawnee can supplement its budget and support projects that align with community priorities.
5. **Innovative Technology Solutions:** Shawnee incorporates technology to streamline operations and improve service delivery. For example, online platforms for reporting issues, accessing services, and providing feedback enhance community engagement and enable more efficient use of staff time.

Training and Development: The City invests in training programs for existing staff to enhance their skills and capacity. By equipping employees with new tools and knowledge, Shawnee can improve service delivery and adapt to evolving community needs.

Actions planned to foster and maintain affordable housing

For the FY 2026-2027 program year, the City's objectives include:

1. **Emergency Repair Projects:** Address system replacements and provide emergency repairs.
2. **Demolition:** Remove blighted structures to improve neighborhood conditions.
3. **Utility Assistance:** Help with weatherization, and LMI house holds at peak season.
4. **Public Works:** Streets and Sidewalks
5. **Public Facilities & Infrastructure:** Parks

6. Street Outreach: Homeless Prevention/ Assistance

These efforts aim to ensure the provision of safe, decent, and affordable housing for low- to moderate-income families.

In the coming program year, the City of Shawnee will focus on identifying and addressing priority areas for emergency repairs. Specific actions include:

- Provide system repairs and rehabilitation for approximately 5 low- to moderate-income single-family owner-occupied homes, with a focus on improving accessibility and availability.

The City may issue a Certification of Consistency with the Consolidated Plan to support other federal applications when development proposals align with the affordable housing priorities and objectives of the Annual Plan. While affordable rental development and rehabilitation are strongly encouraged, current funding constraints limit the City's ability to address all aspects of the housing crisis, focusing primarily on owner assistance. Nonprofit and for-profit development entities are encouraged to apply for competitive housing resources, including the HOME Program, Low-Income Housing Tax Credits, Federal Home Loan Bank of Topeka Affordable Housing Program, State Housing Trust Fund, USHUD YouthBuild, local faith-based initiatives like Group Work Camps, and REI's various housing programs.

Actions planned to reduce lead-based paint hazards

The City of Shawnee adheres to state and federal regulations concerning lead-based paint (LBP) and ensures compliance with HUD Title X regulations related to lead poisoning prevention. The City relies on subrecipients to inform households receiving CDBG assistance about potential lead hazards. Compliance measures include:

- **Informational Materials:** The City regularly distributes materials outlining the risks associated with lead-based paint and the importance of blood lead level screening for children under seven years of age.
- **Lead-Based Paint Estimation:** It is estimated that approximately 5,697 units built before 1978 in Shawnee contain lead-based paint. Specifically, 68% of homes built before 1940, 43% of those built between 1940 and 1959, and 8% of homes built between 1960 and 1978 are likely to contain lead-based paint.
- **Funding and Compliance:** The City will allocate funds for lead-based paint testing and mitigation, ensuring that all federal and local regulations are strictly followed before any federal dollars are disbursed.

The City provides detailed information on lead-based paint hazards to residents and contractors. This includes:

- **EPA Brochures:** Contractors receive brochures from the EPA Office of Pollution Prevention and

Toxics, such as "Protect Your Family from Lead in Your Home" and "Reducing Lead Hazards When Remodeling Your Home," along with other pertinent information to prevent contamination and health risks.

Important Lead-Based Paint Information:

Lead is a highly toxic metal that can cause severe health issues, particularly in young children. Exposure can damage the brain, kidneys, nerves, and blood.

If your home was built before 1978:

- Surface Cleaning: Wipe down flat surfaces like window sills with a damp paper towel and dispose of the towel properly.
- Floor Maintenance: Mop smooth floors weekly with a damp mop to control dust.
- Shoes: Remove shoes before entering the home.
- Vacuuming: Regularly vacuum carpets and upholstery. Use a vacuum with a HEPA filter or a high-efficiency collection bag if possible.
- Paint Chips: Carefully pick up loose paint chips with a damp paper towel and discard them in the trash, then wipe the area clean.
- Renovation Precautions: Take care to avoid creating lead dust during remodeling or maintenance.
- Lead Testing: Have a lead professional test for hazards, including soil testing.

For Children:

- Blood Lead Testing: Have your child's blood lead level tested at ages 1 and 2. Children aged 3 to 6 should also be tested if they live in or frequently visit a home built before 1950 or a home built before 1978 with recent renovations. Testing is also recommended if the child has a sibling or playmate with lead poisoning.
- Hand and Toy Washing: Frequently wash your child's hands and toys to reduce dust exposure.
- Water: Use cold tap water for drinking and cooking.
- Avoid Lead-Containing Products: Refrain from using home remedies and cosmetics containing lead, such as arzacón, greta, pay-loo-ah, or litargirio. Be cautious of imported candies and certain tableware that may contain high levels of lead.

Actions planned to reduce the number of poverty-level families

To reduce poverty levels, the City of Shawnee focuses on enhancing training and educational opportunities, expanding business and industry, and creating job opportunities for all residents, with particular emphasis on very low- and low-income individuals. Coordination and integration of services for underserved families are facilitated through collaborative efforts involving the Shawnee Urban

Renewal Authority, City administration, the Public Housing Authority, and the Continuum of Care.

Homeownership and Financial Support

Homeownership is made more attainable for low-income households through various support mechanisms, including:

- Down-Payment Assistance: Providing financial aid to cover down-payment costs.
- Below-Market Interest Rate Loans: Offering mortgage loans at interest rates lower than the market average.
- Homebuyer Education: Delivering educational programs to prepare potential homeowners.

Addressing barriers such as poor credit or no credit history is essential. To bridge the affordability gap in the housing market and address credit issues, the City encourages collaboration with nonprofit organizations and local banks to provide financial and homebuyer education. Additionally, resources from the Oklahoma Housing Finance Agency (OHFA) HOME and Single Family Mortgage Revenue Bond (SFMRB) Programs, the Federal Home Loan Bank's Affordable Housing Program (AHP), and the REI down-payment, closing cost, and mortgage financing assistance programs are promoted.

Affordable Rental Housing Development

High development costs for new rental properties often result in rents that are unaffordable for low- and very low-income households. The increased costs lead to higher long-term mortgage amounts and, consequently, higher rent structures needed to service debt.

To counteract this issue, the City works closely with community development organizations to pursue additional tax credit projects aimed at fostering the development of affordable rental housing. This collaborative effort seeks to mitigate the financial barriers associated with rental property development and ensure that affordable housing remains accessible to those in need.

Actions planned to develop institutional structure

The City of Shawnee is committed to fostering a collaborative approach in achieving its vision for a vibrant and sustainable urban community. To this end, the City will continue to actively invite and engage a diverse range of stakeholders, including local and county government officials, health departments, non-profit organizations, educational institutions, community housing development organizations, and state agencies.

Public hearings and meetings will be organized to facilitate open dialogue and encourage meaningful participation from these organizations. By leveraging their expertise and insights, the City aims to enhance its planning processes and effectively address community needs, thereby advancing its

strategic goals for urban development and community well-being.

Actions planned to enhance coordination between public and private housing and social service agencies

To mitigate the high development costs associated with affordable rental property projects, both nonprofit and for-profit developers can access state and federal affordable housing grant and loan programs. This "soft" public financing enables development entities to offset or eliminate substantial development expenses and long-term debt. Consequently, these cost savings are transferred to low-income residents, resulting in lower and more affordable rental rates.

Discussion:

Insufficient funding has increasingly made it difficult to sustain and advance many initiatives.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

CDBG assistance is distributed citywide across Shawnee. However, depending on the nature of specific activities, the City may strategically allocate CDBG funds to targeted areas where at least 51% of the beneficiaries are low- to moderate-income households. Generally, CDBG activities are assessed and qualified based on their alignment with the national objective of benefiting low- and moderate-income households.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

The City of Shawnee Five Year Consolidated Plan covers 2025-2029 with this being the Second Year Action Plan.

Attachments

Citizen Participation Comments

Grantee SF-424's and Certification(s)



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

Date: April 20, 2026
To: Mayor and City Commission
From: Kimberly Hoover, Finance Director
Subject: April Sales and Use Tax Deposit

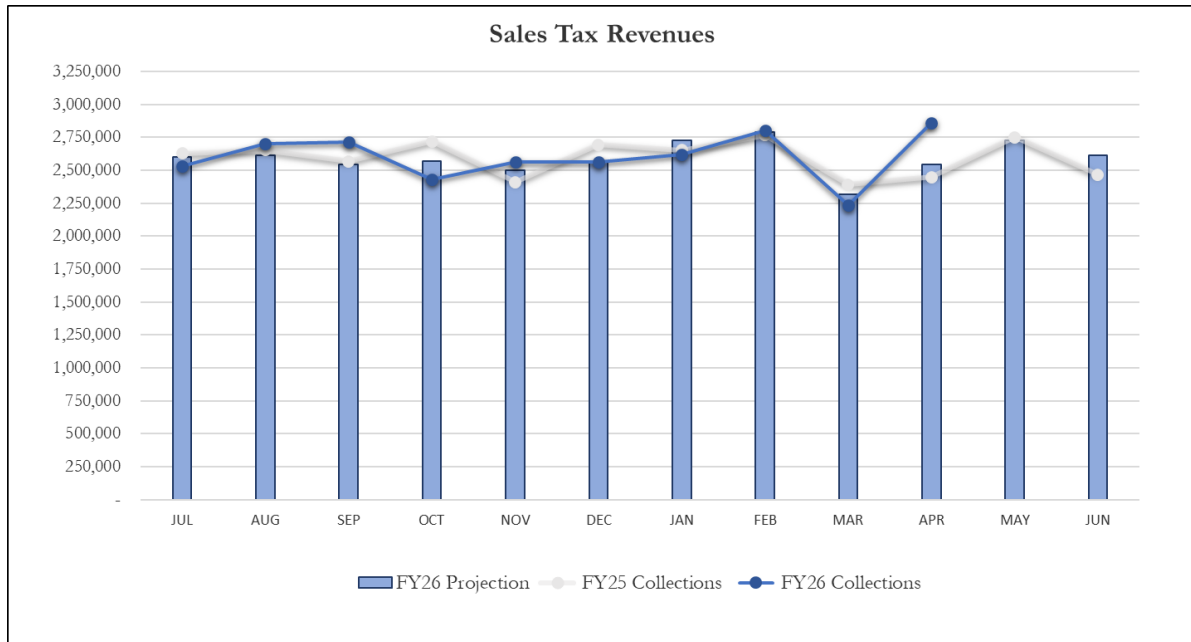
Background: The Oklahoma Tax Commission (the “OTC”) collects and enforces collection of sales and use taxes, including special earmarked taxes such as alcohol and tobacco, for the entities responsible for remitting taxes to the City of Shawnee. Entities with monthly tax liabilities exceeding \$2,500 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 April consist of March estimates and February final reported collections. Any taxes collected for months prior to March will include late penalties and interest accrued.

- Sales Tax Collection Allocated by Fund – The April tax deposit was \$2,858,025.92 including interest of \$4,170.68, to be allocated as follows:

<u>Fund</u>	<u>Allocation</u>
General Fund	\$ 1,429,012.96
2018 Capital Improvements Fund	357,253.24
Capital Improvements Fund	276,871.26
Street Improvements Fund	312,596.59
Economic Development Fund	35,725.32
Police Sales Tax Fund	44,656.66
Fire Sales Tax Fund	44,656.66
2023 Capital Improvements Fund	357,253.24
Total Sales Taxes Collected	<u><u>\$ 2,858,025.92</u></u>

- Finance Department Report - Sales and use tax collections totaled \$3,211,382.95 for April 2026. Sales tax projections are based on an average for the most recent three years of sales tax history. For the year, sales tax collections are up \$239,908 or 0.93%, above the projected budget year-to-date, across 8 funds. Use tax collections are down \$91,395 or 2.24% below the projected budget year-to-date.

○ Fiscal Year 2026 Sales Tax Collections and Performance:

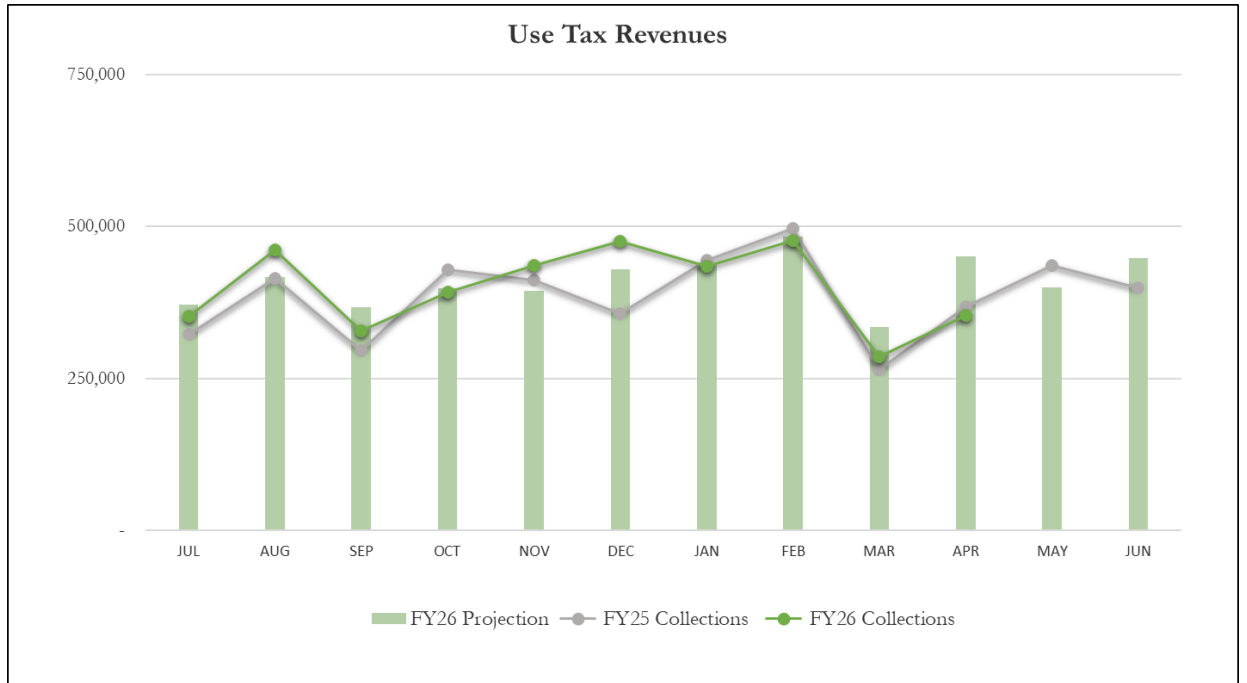


	Projected Budget	Actual	Amount Variance	Percentage Variance
Sales Tax Receipts - April 2026	\$ 2,546,802	\$ 2,858,026	\$ 311,224	12.22%
Sales Tax Receipts (year-to-date):	\$ 25,777,807	\$ 26,017,715	\$ 239,908	0.93%

	April 2025	April 2026	Amount Variance	Percentage Variance
Sales Tax Receipts (vs Prior Year):	\$ 2,447,876	\$ 2,858,026	\$ 410,150	16.76%

	Year To Date FY 2024	Year To Date FY 2025	Amount Variance	Percentage Variance
Sales Tax Receipts (vs Prior Year):	\$ 25,926,203	\$ 26,017,715	\$ 91,511	0.35%

○ Fiscal Year 2026 Use Tax Collections and Performance:



	Projected Budget	Actual	Amount Variance	Percentage Variance
Use Tax Receipts - April 2026	\$ 451,167	\$ 353,357	\$ (97,810)	-21.68%
Uses Tax Receipts (year-to-date):	\$ 4,087,061	\$ 3,995,666	\$ (91,395)	-2.24%

	April 2025	April 2026	Amount Variance	Percentage Variance
Use Tax Receipts (vs Prior Year):	\$ 377,607	\$ 368,553	\$ (9,054)	-2.40%

	Year To Date FY 2024	Year To Date FY 2025	Amount Variance	Percentage Variance
Use Tax Receipts (vs Prior Year):	\$ 3,803,828	\$ 3,995,666	\$ 191,838	5.04%

- Fiscal Year 2026 – General Fund Sales & Use Tax – Above Projections:

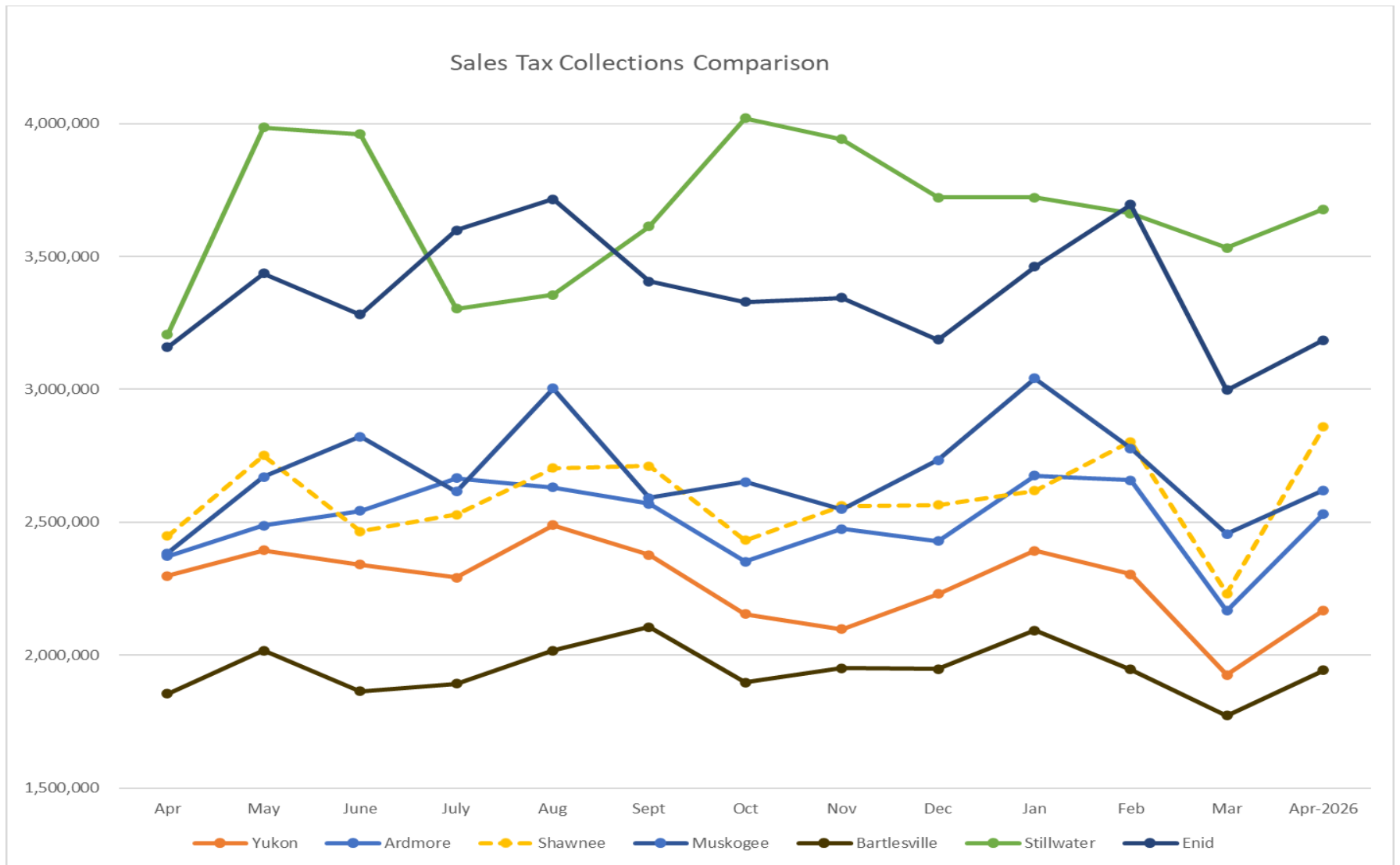
General Fund Projections (year-to-date)

Sales Tax Above/(Below) Projections:	\$	119,954
Use Tax Above/(Below) Projections:	\$	(91,395)

Appropriated:

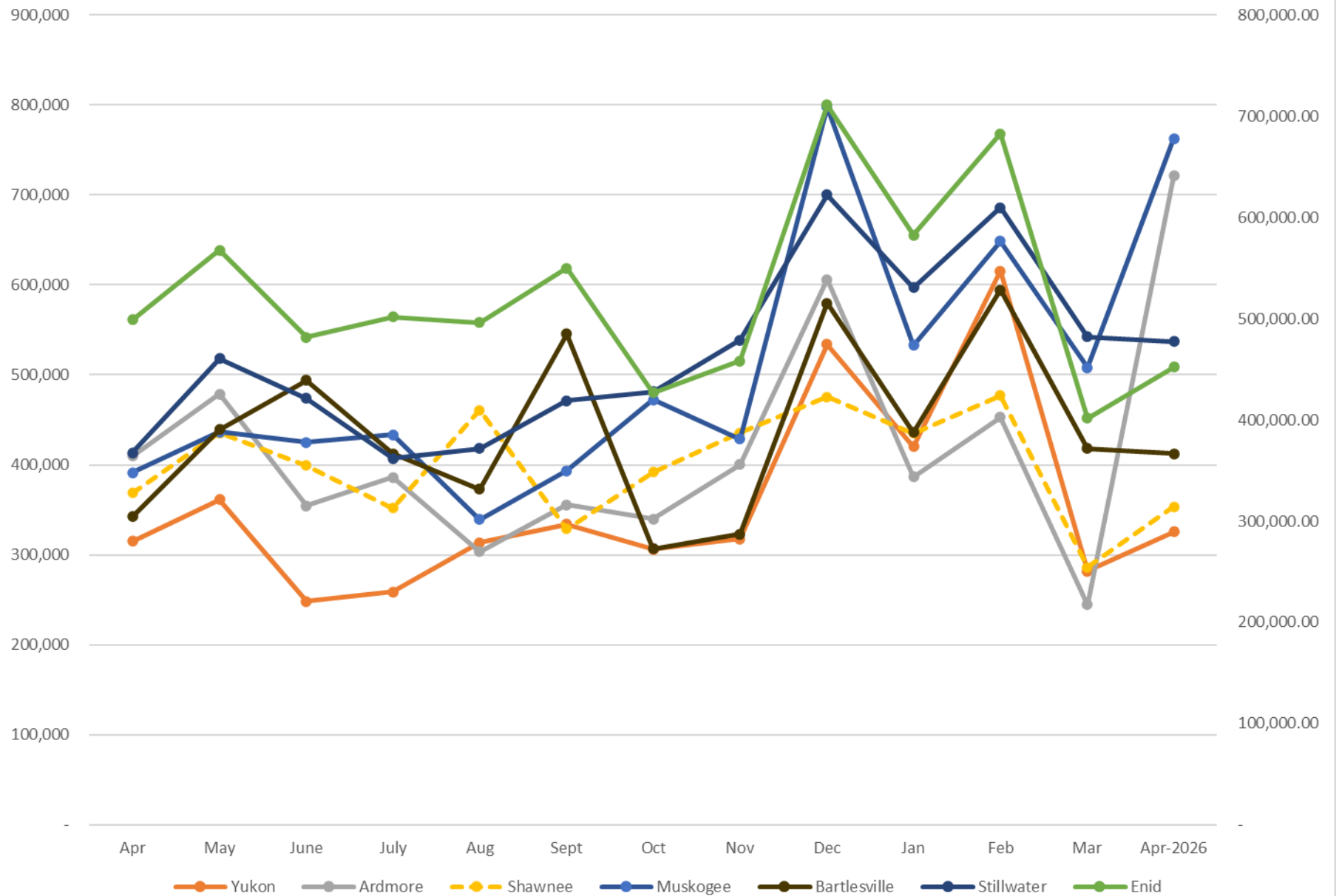
Total Appropriated	\$	-
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Total Unappropriated:	\$	28,559
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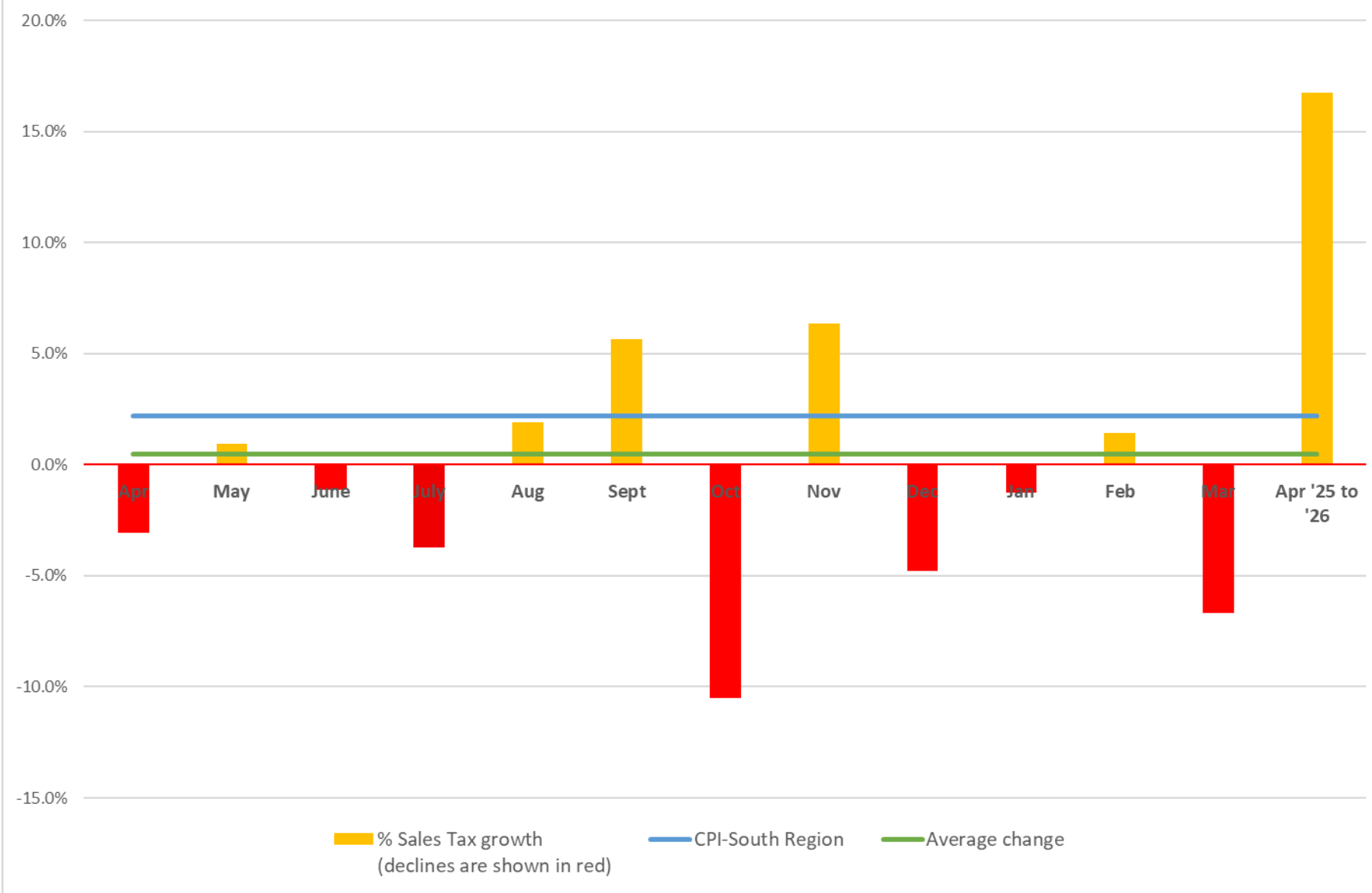


	Yukon	Ardmore	Shawnee	Muskogee	Bartlesville	Stillwater	Enid
Population	23,630	24,725	31,377	36,878	37,290	48,394	51,308
City Tax Rate	4.00%	3.75%	4.00%	4.00%	3.40%	3.63%	4.25%
State Rank by Total Collections (Prior Year)	14	13	15	12	16	11	10

Use Tax Collections Comparison



Year over Year Sales Tax Growth by Month





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

Date: April 20, 2026
To: Board of City Commissioners
From: Joe Vorndran, City Attorney
Subject: Consider and take action with respect to a resolution of the Board of Commissioners of the City of Shawnee, Oklahoma (the “City”) approving action taken by the Shawnee Municipal Authority (the “Authority”) authorizing issuance, sale and delivery of its Clean Water SRF Promissory Note to the Oklahoma Water Resources Board; ratifying and confirming a Lease Agreement and Operation and Maintenance Contract, as amended, whereby the City leased its water and sanitary sewer systems to the authority; ratifying and confirming a Sales Tax Agreement; and containing other provisions related thereto.

Background: The OWRB offers this program to assist with qualified municipal water projects. The resolution allows the City to participate in the program and creates eligibility for loan forgiveness. All projects contemplated have been previously identified as part of the CIP and all funds are budgeted. This program allows the City to leverage its planned investment and increase the scope of the project.

Financial Impact: Neutral

Attachments: Resolution, Engagement Letter - OWRB CWSRF, Shawnee Muni Auth - BOKFS
Engagement Letter 04-20-26

Staff Recommendation: Approval

PURSUANT TO THE LEGAL NOTICE AS IS REQUIRED BY THE OKLAHOMA OPEN MEETING ACT INCLUDING THE POSTING OF NOTICE AND AGENDA AS IS REQUIRED BY THE TERMS THEREOF, THE BOARD OF COMMISSIONERS OF THE CITY OF SHAWNEE, OKLAHOMA (THE "CITY") MET IN REGULAR SESSION IN THE COMMISSION CHAMBERS AT CITY HALL, IN SHAWNEE, OKLAHOMA, ON THE 20TH DAY OF APRIL, 2026, AT 6:00 P.M.

PRESENT:

ABSENT:

(OTHER PROCEEDINGS)

Thereupon, the following resolution was introduced and caused to be read by the City Attorney. Commissioner _____, moved passage of the Resolution and Commissioner _____, seconded the motion. The motion carrying with it the approval of said Resolution was approved by the following vote:

AYE:

NAY:

The Resolution so approved is as follows:

RESOLUTION NO. _____

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF SHAWNEE, OKLAHOMA (THE "CITY") APPROVING ACTION TAKEN BY THE SHAWNEE MUNICIPAL AUTHORITY (THE "AUTHORITY") AUTHORIZING ISSUANCE, SALE AND DELIVERY OF ITS CLEAN WATER SRF PROMISSORY NOTE TO THE OKLAHOMA WATER RESOURCES BOARD; RATIFYING AND CONFIRMING A LEASE AGREEMENT AND OPERATION AND MAINTENANCE CONTRACT, AS AMENDED, WHEREBY THE CITY LEASED ITS WATER AND SANITARY SEWER SYSTEMS TO THE AUTHORITY; RATIFYING AND CONFIRMING A SALES TAX AGREEMENT; AND CONTAINING OTHER PROVISIONS RELATED THERETO.

WHEREAS, the Shawnee Municipal Authority (the "Authority") did, by its Resolution adopted April 20, 2026, authorize the issuance, sale and delivery of its Series 2026 Clean Water SRF Promissory Note to Oklahoma Water Resources Board, in order to finance the construction of improvements to the Authority's wastewater system and all related appurtenances, which Note will be in the original principal amount of not to exceed \$4,250,000.00; and

WHEREAS, the City Commission hereby determines that the actions taken by the Authority should be authorized and approved; and

WHEREAS, the City hereby determines that such other action necessary or attendant to accomplishment of the referenced financing should be considered by the City Commission of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF SHAWNEE, OKLAHOMA:

Section 1. Issuance of Note. That the issuance, sale and delivery of the Shawnee Municipal Authority, Pottawatomie County, Oklahoma, Series 2026 Clean Water SRF Promissory Note to Oklahoma Water Resources Board in the principal amount of not to exceed \$4,250,000.00 (the “2026 Note”), all as approved by said Authority on April 20, 2026, be and hereby is authorized, approved and ratified.

Section 2. Approval. That all actions heretofore taken by the Authority in connection with the issuance, sale and delivery of the 2026 Note and all other aspects of the transaction be and are hereby authorized, approved and ratified.

Section 3. Lease Agreement and Operation and Maintenance Contract. The Lease Agreement and Operation and Maintenance Contract dated as of January 12, 1971, as amended by an Amendment to Lease Agreement dated as of July 1, 1990, between the City and the Authority (collectively, the “Lease Agreement”), whereby the City leased to the Authority its presently existing and hereafter acquired water and sanitary sewer systems, is hereby ratified and confirmed and the term of said Lease Agreement shall extend until the 2026 Note is paid.

Section 4. Sales Tax Agreement. The Sales Tax Agreement dated as of February 1, 2023, by and between the City and the Authority (the “Sales Tax Agreement”) pertaining to the year-to-year pledge of certain sales tax revenue for purposes of securing the 2026 Note and any debt issued on a parity with the 2026 Note is hereby ratified and confirmed. The City is further authorized to execute and deliver an Amended Sales Tax Agreement by and between the City and the Authority, as directed by Bond Counsel.

Section 5. Necessary Action. That the Mayor or Vice Mayor and City Clerk or Deputy City Clerk be and hereby are authorized and empowered to execute and deliver for and on behalf of the City any and all other documents or instruments reasonably necessary to accomplish the issuance, sale and delivery of the 2026 Note and all other aspects of the transaction.

[Remainder of Page Left Blank Intentionally]

PASSED AND APPROVED THIS 20TH DAY OF APRIL, 2026.

CITY OF SHAWNEE, OKLAHOMA

By _____
Mayor

ATTEST:

By _____
City Clerk

(SEAL)

STATE OF OKLAHOMA)
)SS
COUNTY OF POTTAWATOMIE)

I, the undersigned, City Clerk of the City of Shawnee, Oklahoma, do hereby certify that the above and foregoing is a true, full and correct copy of an excerpt from the minutes of a meeting of the Board of Commissioners of said City held on the date above stated, all as recorded in the official minutes of such meeting. I further certify that the “Open Meeting Law” was complied with for such meeting.

GIVEN UNDER MY HAND THIS 20TH DAY OF APRIL, 2026.

(SEAL)

City Clerk



t 405.235.3413 • f 405.235.2807
5657 N. CLASSEN BOULEVARD, SUITE 100 • OKLAHOMA CITY, OK 73118

AGREEMENT FOR BOND COUNSEL SERVICES

SHAWNEE MUNICIPAL AUTHORITY, POTTAWATOMIE COUNTY, OKLAHOMA CLEAN WATER SRF PROMISSORY NOTE TO OKLAHOMA WATER RESOURCES BOARD

THIS AGREEMENT is entered into as of April 20, 2026, by and among THE PUBLIC FINANCE LAW GROUP PLLC (“PFLG”) and SHAWNEE MUNICIPAL AUTHORITY (the “Issuer”), an Oklahoma public trust, as follows:

RECITALS

WHEREAS, the Issuer desires to engage PFLG as bond counsel in connection with the financing of certain wastewater system improvements, along with related costs (the “Project”); and

WHEREAS, to finance all or a portion of the costs of the Project, the Issuer intends to issue or cause to be issued its Promissory Note to Oklahoma Water Resources Board through the CWSRF Loan Program (referred to herein as the “Note”); and

WHEREAS, PFLG possesses the necessary professional capabilities and resources to provide the legal services required by Issuer as described in this Agreement.

AGREEMENTS

1. Scope of Services.

A. *Bond Counsel Services.* PFLG will render the following services as bond counsel to the Issuer:

- (1) Consultation with representatives of the Issuer, including the manager of the Issuer, Joe Vorndran, Esq. (Stuart & Clover PLLC), as counsel to the Issuer (“Issuer’s Counsel”), Finance Director, financing and accounting staff, financial advisors, and others, with respect to the timing, terms and legal structure of the proposed financings.
- (2) Preparation of loan, security and other authorizing documents (the “Financing Documents”).

- (3) Review of documentation with respect to any letter of credit, bond insurance and/or reserve fund surety policy provided in connection with the Note, if any.
- (4) Attendance at such meetings or hearings of the Issuer and working group meetings or conference calls as the Issuer may request, and assistance to the Issuer staff in preparation of such explanations or presentations to the governing body of the Issuer as they may request.
- (5) Preparation of final closing papers to be executed by the Issuer required to effect delivery of the Note and coordination of the Note closing.
- (6) Rendering of bond counsel's customary final legal opinion on the validity of the Note and, with respect to a tax-exempt Note, the exemption from gross income for federal income tax purposes and from Oklahoma personal income tax of interest thereon.

PFLG and Issuer acknowledge that Issuer shall be represented by Issuer's Counsel for the purpose of rendering day-to-day and ongoing general counsel legal services. PFLG shall circulate documents to and coordinate its services with Issuer's Counsel to the extent requested by Issuer or Issuer's Counsel.

PFLG and Issuer further acknowledge that the Issuer shall be represented by BOK Financial Securities, Inc., a municipal advisor pursuant to the terms of SEC Rule 15Ba1-1 (referred to herein as an "Independent Registered Municipal Advisor" or "IRMA"). PFLG is a firm of attorneys who provide legal advice or services of a traditional legal nature to a client, and PFLG and its attorneys do not represent themselves to be a financial advisor or financial expert. Therefore, PFLG is excluded from the definition of Municipal Advisor, and PFLG does not intend to provide any advice with respect to municipal financial products or the issuance of municipal securities outside of the scope of traditional legal services and advice customarily rendered by bond counsel in public finance transactions. Notwithstanding the foregoing, in the event certain advice may be construed as beyond the scope of traditional legal services, the Issuer specifically acknowledges that PFLG may avail itself of the IRMA exemption under SEC Rule 15Ba1-1 on the basis that (i) the Issuer is represented by an Independent Registered Municipal Advisor not associated with PFLG, (ii) the Issuer hereby advises PFLG that the Issuer is represented by and will rely on the advice of its duly retained Independent Registered Municipal Advisor, and (iii) the Issuer has been advised that PFLG is not a municipal advisor and PFLG owes no federal statutory fiduciary duty to the Issuer.

In rendering opinions and performing legal services under this Agreement, PFLG shall be entitled to rely on the accuracy and completeness of information provided and certifications made by, and opinions provided by counsel to, Issuer, the Independent Registered Municipal Advisor, property owners and other parties and consultants, without independent investigation or verification.

PFLG's services are limited to those specifically set forth above. PFLG's services do not include representation of Issuer or any other party to the transaction in any litigation or other legal or administrative proceeding involving the Note, the Project or any other matter. PFLG's services

also do not include any responsibility for compliance with state blue sky, environmental, land use, real estate or similar laws or for title to or perfection of security interests in real or personal property. PFLG will not be responsible for preparing, reviewing, or opining with respect to any Official Statement and/or any Continuing Disclosure Undertakings applicable to the Note (if any), including but not limited to the accuracy, completeness or sufficiency of the Official Statement, Continuing Disclosure Undertaking, or other offering material relating to the Note. PFLG's services do not include any financial advice or analysis. PFLG will not be responsible for the services performed or acts or omissions of any other participant. Also, PFLG's services will not extend past the date of issuance of the Note and will not, for example, include services related to rebate compliance or continuing disclosure or otherwise related to the Note, Note proceeds or the Project after issuance of the Note.

2. Compensation and Reimbursements.

A. *Compensation for Bond Counsel Services.* For services as bond counsel to the Issuer, PFLG shall be paid a fixed fee at the time of issuance of the Note of one and one-half percent (1.50%) of the principal amount of the Note.

B. *Expenses.* PFLG shall also be paid a fixed amount of \$2,500.00 in connection with the Note issuance to cover expenses and transcript production and distribution, provided, that any filing, publication, recording or printing costs or similar third party costs required in connection with the issuance of the Note shall be paid directly by the Issuer, but if paid by PFLG on behalf of the Issuer, shall be reimbursed to PFLG on demand.

C. *Payment.* Fees and expenses shall be payable by Issuer at the time of issuance of the Note. Payment of all fees and expenses hereunder shall be made at closing from proceeds of the Note and shall be entirely contingent upon issuance of the Note.

D. *Termination of Agreement and Legal Services.* This Agreement and all legal services to be rendered under it may be terminated at any time by written notice from either party, with or without cause. In that event, all finished and unfinished documents prepared for adoption or execution by Issuer, shall, at the option of Issuer, become its property and shall be delivered to it or to any party it may designate; provided that PFLG shall have no liability whatsoever for any subsequent use of such documents. In the event of termination by Issuer, PFLG shall be paid for all satisfactory work, unless the termination is made for cause, in which event compensation, if any, shall be adjusted in the light of the particular facts and circumstances involved in the termination. If not sooner terminated as aforesaid, this Agreement and all legal services to be rendered under it shall terminate upon issuance of the Note; provided that Issuer shall remain liable for any unpaid compensation or reimbursement due under Section 2 hereof. Upon termination, PFLG shall have no future duty of any kind to or with respect to the Note or the Issuer.

3. Nature of Engagement; Relationships With Other Parties.

The role of bond counsel, generally, is to prepare or review the procedures for issuance of the bonds, notes or other evidence of indebtedness and to provide an expert legal opinion with

respect to the validity thereof and other subjects addressed by the opinion. Consistent with the historical origin and unique role of such counsel, and reliance thereon by the public finance market, PFLG's role as bond counsel under this Agreement is to provide an opinion and related legal services that represent an objective judgment on the matters addressed rather than the partisan position of an advocate.

In performing its services in connection with the Note, PFLG will act as special counsel to Issuer with respect to issuance of the Note; i.e., PFLG will assist the Issuer's Counsel in representing Issuer but only with respect to validity of the Note and the Financing Documents, and the tax status of interest on the Note, in a manner not inconsistent with the role of bond counsel described above.

Issuer acknowledges that PFLG regularly performs legal services for many private and public entities in connection with a wide variety of matters. For example, PFLG has represented, is representing or may in the future represent other public entities, underwriters, trustees, rating agencies, insurers, credit enhancement providers, lenders, contractors, suppliers, financial and other consultants/advisors, accountants, investment providers/brokers, providers/brokers of derivative products and others who may have a role or interest in the Note financing or the Project or that may be involved with or adverse to Issuer in this or some other matter. PFLG agrees not to represent any such entity in connection with the Note financing, during the term of this Agreement, without the consent of Issuer. Given the special, limited role of bond counsel described above, Issuer acknowledges that no conflict of interest exists or would exist, and waives any conflict of interest that might appear actually or potentially to exist, now or in the future, by virtue of this Agreement or any such other attorney-client relationship that PFLG may have had, have or enter into, and Issuer specifically consents to any and all such relationships.

4. Limitation of Rights to Parties; Successor and Assigns.

Nothing in this Agreement or in any of the documents contemplated hereby, expressed or implied, is intended or shall be construed to give any person other than Issuer and PFLG any legal or equitable right or claim under or in respect of this Agreement, and this Agreement shall inure to the sole and exclusive benefit of Issuer and PFLG.

PFLG may not assign its obligations under this Agreement without written consent of Issuer except to a successor partnership or corporation to which all or substantially all of the assets and operations of PFLG are transferred. Issuer may assign its rights and obligations under this Agreement to (but only to) any other public entity that issues the Note (if not the Issuer). Issuer shall not otherwise assign its rights and obligations under this Agreement without written consent of PFLG. All references to PFLG and Issuer in this Agreement shall be deemed to refer to any such successor of PFLG and to any such assignee of Issuer and shall bind and inure to the benefit of such successor and assignee whether so expressed or not.

5. Counterparts.

This Agreement may be executed in any number of counterparts and each counterpart shall for all purposes be deemed to be an original, and all such counterparts shall together constitute but one and the same Agreement.

6. Notices.

Any and all notice pertaining to this Agreement shall be sent by U.S. Postal Service, first class, postage prepaid to:

PFLG:

The Public Finance Law Group PLLC
5657 N. Classen Boulevard, Suite 100
Oklahoma City, OK 73118
Attention: Allan A. Brooks or Nathan D. Ellis

ISSUER:

Shawnee Municipal Authority
16 West 9th Street
PO Box 1448
Shawnee, OK 74802
Attention: City Manager

[Remainder of Page Left Blank Intentionally]

Issuer and PFLG have executed this Agreement by their duly authorized representatives as of the date provided above.

THE PUBLIC FINANCE LAW GROUP PLLC

By: _____
Allan A. Brooks III

SHAWNEE MUNICIPAL AUTHORITY

By: _____
Title: Chairman
Date: April 20, 2026

Public Finance Division

499 W. Sheridan Avenue, Suite 2500
Oklahoma City, Oklahoma 73102

ENGAGEMENT LETTER

April 20, 2026

Shawnee Municipal Authority
16 West 9th Street
Shawnee, OK 74801-6812

RE: Financial Advisory Services provided to the Shawnee Municipal Authority.

The purpose of this Engagement Letter (“Letter” or “Agreement”) is to set forth the role BOK Financial Securities, Inc. (“BOKFS”) proposes to serve and the responsibilities BOKFS proposes to assume as Financial Advisor to the Shawnee Municipal Authority (the “Issuer”) in connection with the Issuer’s anticipated 2026 Oklahoma Water Resources Board financing in the approximate amount of \$4,250,000 (the “Note”). Upon the Issuer’s acceptance, this Letter will serve as our mutual agreement with respect to the terms and conditions of our engagement as Issuer’s financial advisor, effective on the date this Letter is executed by Issuer (the “Effective Date”).

1. Scope of Services. BOKFS will provide, on an on-going basis, professional financial advisory services to the Issuer on financial matters, including but not limited to the issuance and term of the Note. BOKFS will assist the Issuer with each of the following tasks associated with the planning, structuring, marketing, pricing, and closing of the proposed financing. BOKFS will only serve as financial advisor in the investment of bond proceeds if mutually agreed upon in writing.

- a. The Services shall be limited to the services described in **Appendix A** (the “Scope of Services”).
- b. Except as otherwise provided in the Scope of Services, BOKFS shall not be responsible for certifying as to the accuracy or completeness of any preliminary or final official statement, other than with respect to any information about BOKFS provided by BOKFS for inclusion in such documents.
- c. The Scope of Services does not (i) include tax, legal, accounting or engineering advice with respect to any Issue, Product or opinion or certificate rendered by counsel or other person at closing, or (ii) include review or advice with respect to any feasibility study, except, in either case, as may be prepared by BOKFS as provided for in the Scope of Services.
- d. Issuer agrees not to represent, publicly or to any specific person, that BOKFS is Issuer’s independent registered municipal advisor (“IRMA”) for purposes of Securities and Exchange Commission (“SEC”) Rule 15Ba1-1(d)(3)(vi) (the “IRMA exemption”) without BOKFS’s prior written consent.



- e. When BOKFS is designated by Issuer as its IRMA, BOKFS shall be Issuer's IRMA solely with respect to the Scope of Services. BOKFS shall not be responsible for verifying that it is independent (within the meaning of the IRMA exemption as interpreted by the SEC) from another party wishing to rely on the exemption from the definition of municipal advisor afforded under the IRMA exemption. Any reference to BOKFS, its personnel and its role as IRMA in Issuer's written representation contemplated under SEC Rule 15Ba1-1(d)(3)(vi)(B), shall be subject to prior approval by BOKFS.

2. BOKFS's Regulatory Obligations When Providing Services to Issuer.

- a. MSRB Rule G-42 requires that BOKFS (i) make a reasonable inquiry as to the facts that are relevant to Issuer's determination whether to proceed with a course of action or that form the basis for any advice provided by BOKFS to Issuer, (ii) undertake a reasonable investigation to determine that BOKFS is not basing any recommendation on materially inaccurate or incomplete information, and (iii) use reasonable diligence to know the essential facts about Issuer and the authority of each person acting on Issuer's behalf.
- b. Issuer agrees to cooperate, and to cause Issuer's agents to cooperate, with BOKFS in carrying out the foregoing requirements, including providing to BOKFS accurate and complete information and reasonable access to relevant documents, other information and personnel needed to fulfill such requirements. In addition, Issuer agrees that, to the extent Issuer requests BOKFS provide advice with regard to any recommendation made by a third party, Issuer will provide to BOKFS written direction to do so and all information Issuer has received from such third party relating to its recommendation.

3. Compensation. For the above services, Issuer agrees to pay BOKFS the following:

- a. A fee of one and one-half percent (1.5%) of the original gross proceeds of the Note. It is understood that BOKFS will be paid no fee unless funding of the Note is successfully completed.
- b. An expense reimbursement of \$2,500.00 with additional expenses above such amount to be approved by the Issuer.
- c. Offering document printing, bond printing, DTC and CUSIP registration, mailing and distribution, bond counsel, rating fees, paying agent fees and other normal costs of issuance are the responsibility of the Issuer. To the extent the Issuer desires or it is convenient for BOKFS to front these types of expenditures, BOKFS will be reimbursed on actual costs and such reimbursement will be separate from BOKFS's out-of-pocket expense reimbursement. BOKFS's out-of-pocket expense reimbursement covers such items as copies, mail, fax, overnight delivery, report printing, and other hard costs.

4. Term of this Engagement. This Agreement may be terminated with or without cause by either party upon the giving of at least thirty (30) days' prior written notice to the other party of its intention to terminate, specifying in such notice the effective date of such termination. If Issuer exercises its option to terminate this Agreement, Issuer agrees to reimburse BOKFS for any of the expenses described in paragraph 3 advanced by BOKFS pursuant to paragraph 3 above and to pay BOKFS for its services rendered prior to such termination in a mutually acceptable amount which shall be negotiated in good faith between the parties.



5. **Limitation on Liability.** In the absence of willful misconduct, bad faith, gross negligence or reckless disregard of the obligations of BOKFS arising under this Letter:

- a. The liability of BOKFS and its associated persons to Issuer for any act or omission in the course of, or connected with, rendering services hereunder, or for any error of judgment or mistake of law, shall be limited to the fees paid or otherwise due and payable under this Agreement; and,
- b. BOKFS and its associated persons shall have no liability to Issuer for any other loss arising out of any issuance of municipal securities, any municipal financial product or any other investment, or for any financial or other damages resulting from Issuer's election to act or not to act, as the case may be, contrary to any advice or recommendation provided by BOKFS to Issuer; and,
- c. No recourse shall be had against BOKFS for loss, damage, liability, cost or expense (whether direct, indirect or consequential) arising out of or in defending, prosecuting, negotiating or responding to any inquiry, questionnaire, audit, suit, action, or other proceeding brought or received from the Internal Revenue Service in connection with any Issue or Product or otherwise relating to the tax treatment of any Issue or Product, or in connection with any opinion or certificate rendered by counsel or any other party.

6. **Required Disclosures.**

- a. MSRB Rule G-42 requires that BOKFS provide Issuer with disclosures of material conflicts of interest and of information regarding certain legal events and disciplinary history. Such disclosures are provided in BOKFS's Disclosure Statement attached hereto as **Appendix B.**
- b. MSRB Rule G-10 requires disclosure of the following:
 - i. BOKFS is registered with the SEC and the MSRB.
 - ii. The MSRB's website address is www.msrb.org.
 - iii. The MSRB's "Information for Municipal Advisory Clients" brochure describes the protections that may be provided by the MSRB and how to file a complaint with the appropriate regulatory authority. That brochure can be found at the following web address:

<https://www.msrb.org/sites/default/files/MSRB-MA-Clients-Brochure.pdf>

7. **Information.** While this Agreement is in effect, the Issuer will provide or cause to be provided to BOKFS information concerning the Issuer, including information relating to the Issuer's financial condition and results of operations, the sources of security and payment for any Issuer Obligations, and such other information (excluding confidential information unless such confidential information is reasonably required to provide disclosure to investors) as BOKFS reasonably considers necessary or appropriate to perform its duties under this Agreement. Such information will be taken or derived from the Issuer's official records or from other sources that the Issuer determines and reasonably believes to be accurate and reliable, based on due inquiry and investigation by the Issuer of such other sources; and, the Issuer expressly authorizes BOKFS to rely on the accuracy and completeness of all information provided to BOKFS by or on behalf of the Issuer.



8. **Compliance with Applicable Law.** As an inducement to BOKFS to enter into this Agreement and to perform the duties assigned to it hereunder, the Issuer agrees to comply with all applicable requirements and procedures imposed by law relating to, and all covenants and agreements entered into in connection with or supporting, the validity, enforceability and terms (including terms relating to security and tax-exemption) of any Issuer Obligations. As an inducement to Issuer to enter into this Agreement and to perform the duties assigned to it hereunder, BOKFS agrees to comply with all applicable requirements and procedures imposed by law relating to, and all covenants and agreements entered into in connection with or supporting, the validity, enforceability and terms (including terms relating to security and tax-exemption) of any services by BOKFS. Further, BOKFS represents and warrants to Issuer that BOKFS is familiar with the applicable law, rules, regulations, and requirements in order for BOKFS to perform BOKFS's professional services as a highly qualified and competent provider of said financial services.

9. **Professional Judgment.** All actions and recommendations of BOKFS pursuant to this Agreement will be based on BOKFS's professional judgment and information that the Issuer provides to BOKFS. BOKFS's recommendations represent its professional judgment based upon BOKFS's review of information provided by the Issuer, to the extent that BOKFS deems such information relevant to any such recommendation, and BOKFS's own knowledge and experience. BOKFS's recommendations will be offered in reliance upon the representations and covenants contained in the agreements, certificates and other instruments prepared, executed and delivered in connection with Issuer Obligations. The Issuer understands and agrees that this Agreement shall constitute an agreement for professional services, and neither the performance by BOKFS of its duties hereunder nor the implementation of any of BOKFS's recommendations shall be construed by the Issuer as a guarantee of any result or outcome.

10. **Waiver of Jury Trial.** Each party agrees to waive any right to a trial by jury with respect to any claim, counterclaim or action arising out of or in connection with this agreement or the transactions contemplated hereby or the relationship between the parties. Parties agree to waive consequential and punitive damages.

11. **Choice of Law.** This Agreement shall be construed and given effect in accordance with the laws (excluding conflict of law provisions) of Oklahoma.

12. **Litigation Expenses.** In any action brought by a party hereto to enforce the obligations of any other party hereto, the prevailing party shall be entitled to collect from the opposing party to such action such party's reasonable litigation costs and attorney's fees and expenses (including court costs, reasonable fees of accountants and experts, and other expenses incidental to the litigation).

13. **Binding Effect; Assignment.** This Agreement shall be binding upon and inure to the benefit of Issuer and BOKFS, their respective successors and permitted assigns; provided however, neither party may assign or transfer any of its rights or obligations hereunder without the prior written consent of the other party.

14. **Entire Agreement.** This instrument, including all appendices hereto, contains the entire agreement between the parties relating to the rights herein granted and obligations herein assumed. This Agreement may not be amended, supplemented or modified except by means of a written instrument executed by both parties. This Agreement and all of the provisions of this Agreement shall be deemed drafted by all of the parties hereto.

15. **Course of Dealing.** No course of prior dealing involving any of the parties hereto and no usage of trade shall be relevant or advisable to interpret, supplement, explain or vary any of the terms of this Agreement, except as expressly provided herein.



16. Interpretation. This Agreement shall not be interpreted strictly for or against any party, but solely in accordance with the fair meaning of the provisions hereof to effectuate the purposes and intent of this Agreement.

17. No Reliance. Each party hereto has entered into this Agreement based solely upon the agreements, representations and warranties expressly set forth herein and upon its own knowledge and investigation. No party has relied on any representation or warranty of any other party hereto except any such representations and warranties as are expressly set forth herein.

18. Authority. Each of the persons signing below on behalf of a party hereto represents and warrants that he or she has full requisite power and authority to execute and deliver this Agreement on behalf of the party for whom he or she is signing and to bind such party to the terms and conditions of this Agreement.

19. Severability. If any provision of this Agreement is, or is held or deemed to be, invalid, inoperative or unenforceable as applied in any particular case in any jurisdiction or jurisdictions because it conflicts with any provisions of any constitution, statute, rule or public policy, or for any other reason, such circumstances shall not make the provision in question invalid, inoperative or unenforceable in any other case or circumstance, or make any other provision or provisions of this Agreement invalid, inoperative or unenforceable to any extent whatever.

20. No Third-Party Beneficiary. This Agreement is made solely for the benefit of the parties and their respective successors and permitted assigns. Nothing in this Agreement, express or implied, is intended to confer on any person, other than the parties and their respective successors and permitted assigns, any rights, remedies, obligations or liabilities under or by reason of this Agreement.

21. Amendment. This Agreement may be amended or modified only in a writing that has been signed by the parties hereto and which specifically references this Agreement.

22. Counterparts. This Agreement may be executed in counterparts, each of which shall be an original, but which taken together, shall constitute one and the same instrument. This Agreement shall become effective only when all of the parties hereto shall have executed the original or counterpart hereof. This Agreement may be executed and delivered by digitized transmission of a counterpart signature page hereof.

[Signatures on Following Page]



This Agreement shall supersede all previous agreements or engagement letters or contracts by and between the parties and shall become effective upon acceptance by the Issuer as evidenced by the execution hereof by the Issuer's signatory as set forth below.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed and do hereby warrant and represent that their respective signatories whose signatures appear below have been and are on the date of the Agreement duly authorized by all necessary and appropriate corporate action to execute this Agreement.

Dated this 20th day of April 2026.

BOK FINANCIAL SECURITIES, INC.

A handwritten signature in black ink that reads "Chris Gander".

CHRIS GANDER
INVESTMENT BANKER

This engagement letter accepted by and on behalf of the Shawnee Municipal Authority this 20th day of April 2026.

CHAIRMAN



APPENDIX A SCOPE OF SERVICES

- A. Review financing needs of the Issuer.
- B. Conduct a survey of the financial resources of the Issuer to determine the extent of its capacity to authorize, issue, and service debt. The survey is to include an analysis of the existing debt structure as compared with the existing and projected sources of revenue which may be pledged to secure payment of debt service.
- C. Assist in developing a plan of financing for needs of the Issuer, and/or financing alternatives available to the Issuer.
- D. Submit recommendations to the Issuer on the debt instruments and structure of debt under consideration, including such elements as the date of issue, interest payment dates, schedule of principal maturities, tax levy tables, options for prior payment, security provisions, timing of sale and any other additional provisions designed to make the issue attractive to investors.
- E. Advise the Issuer of current bond market conditions, forthcoming bond issues, and other general information and economic data which might normally be expected to influence interest rates or bidding conditions.
- F. Assist in developing presentations and applications for submission to rating agencies, and preparation of Official Statement and other offering materials.
- G. Assist in developing information for any election to be presented to voters related to the approval of the issuance of debt or levying additional ad valorem and/or sales tax including, but not limited to, providing information to local media and presentations to local civic organizations.
- H. Cooperate with Bond Counsel in preparation of legal documents and in assuring compliance with legal and regulatory requirements.
- I. Handle sale of all debt issues, both competitive and negotiated.
- J. Assist Bond Counsel with the preparation of forms and documents required for filing with the IRS or other governmental agency.
- K. Advise and assist with compliance with continuing disclosure regulations and/or agreements pertaining thereto.
- L. Provide follow-up analysis after issues, and analysis and advice regarding financing needs and questions during term of engagement.
- M. While serving as the Issuer's financial advisor, BOKFS agrees to refrain from acting as the underwriter in the original issue of any Issuer securities.
- N. On an as-needed basis, BOKFS shall meet and consult with the administration and staff of the Issuer concerning the Scope of Services herein. BOKFS shall further be available to confer with the Issuer and legal staff concerning questions regarding the business of the Issuer.
- O. BOKFS agrees to present all notice of sale documents and/or financing agreements, and other documents, to the Issuer's administration for advance review and approval.



APPENDIX B DISCLOSURE STATEMENT

This Disclosure Statement is provided by BOK Financial Securities, Inc. (“BOKFS”) to the Shawnee Municipal Authority (the “Issuer”) in connection with the Engagement Letter (the “Letter”) relating to the Issuer’s 2026 Oklahoma Water Resources Board financing in the approximate amount of \$4,200,000 and is dated as of the same date as the Letter.

Part A – Disclosures of Conflicts of Interest

MSRB Rule G-42 requires that municipal advisors provide to their clients disclosures relating to any actual or potential material conflicts of interests, including certain categories of potential conflicts of interest identified in Rule G-42, if applicable. Accordingly, BOKFS makes the following disclosures with respect to material conflicts of interest in connection with the Scope of Services, together with explanations of how BOKFS addresses or intends to manage or mitigate each conflict. To that end, with respect to all of the conflicts disclosed below, BOKFS mitigates such conflicts through its adherence to its fiduciary duty to Issuer, which includes a duty of loyalty. This duty of loyalty obligates BOKFS to deal honestly and with the utmost good faith with Issuer and to act in Issuer’s best interests without regard to BOKFS’s financial or other interests. Furthermore, because BOKFS is a broker-dealer, its financial advisory supervisory structure provides strong safeguards against individuals at BOKFS potentially departing from their regulatory duties due to personal interests. The disclosures below describe, as applicable, any additional mitigations that may be relevant with respect to any specific conflict disclosed below.

Affiliate Conflict. Any affiliate of BOKFS (the “Affiliate”) may provide certain advice, services and/or products to Issuer that may be directly related to BOKFS’s activities. The Affiliate’s business with Issuer could create an incentive for BOKFS to recommend to Issuer a course of action designed to increase the level of Issuer’s business activities with the Affiliate or to recommend against a course of action that would reduce or eliminate Issuer’s business activities with the Affiliate. This potential conflict is mitigated by the fact that Affiliate is subject to comprehensive regulatory review.

Compensation-Based Conflicts.

If the fees due under the Engagement Letter will be based on the size of the Issue and the payment of such fees shall be contingent upon the delivery of the Issue. While this form of compensation is customary in the municipal securities market, this may present a conflict because it could create an incentive for BOKFS to recommend unnecessary or disadvantageous financings. This conflict of interest is mitigated by the general mitigations described above.

If the fees due under the Engagement Letter are in a fixed amount established at the outset of the Engagement Letter. The amount is usually based upon an analysis by Issuer and BOKFS of, among other things, the expected duration and complexity of the transaction and the Scope of Services. This form of compensation presents a potential conflict of interest because, if the transaction requires more work than originally contemplated, BOKFS may suffer a loss. Thus, BOKFS may recommend less time-consuming alternatives. This conflict of interest is mitigated by the general mitigations described above.

If the fees due under the Engagement Letter are based on hourly fees of BOKFS’s personnel, with the aggregate amount equaling the number of hours worked by such personnel times an agreed-upon hourly billing rate. This form of compensation presents a potential conflict of interest if Issuer and BOKFS do not agree on a reasonable maximum amount at the outset of the engagement, because BOKFS does not have a financial incentive to recommend alternatives that would result in fewer hours worked. This conflict of interest is mitigated by the general mitigations described above.



Other Financial Advisor or Underwriting Relationships. BOKFS serves a wide variety of other clients that may have interests that could have an impact on Issuer's interests. For example, BOKFS serves as financial advisor to other financial advisory clients and, in such cases, owes a regulatory duty to such other clients just as it does to Issuer under this Engagement Letter. BOKFS also serves as underwriter for other clients including various state agencies and their bond programs. These other clients may have competing interests. BOKFS could face a conflict of interest arising from these competing client interests. None of these other engagements or relationships would impair BOKFS's ability to fulfill its regulatory duties to Issuer.

Broker-Dealer and Investment Advisory Business. BOKFS is a broker-dealer and investment advisory firm that engages in a broad range of securities-related activities, in addition to serving as a financial advisor or underwriter. Such securities-related activities may be undertaken on behalf of, or as counterparty to, Issuer, Issuer's personnel, and current or potential investors in Issuer's securities. These other clients may have interests in conflict with Issuer's interests and the interests of such other clients could create the incentive for BOKFS to make recommendations to Issuer that could result in more advantageous pricing for the other clients. Furthermore, any potential conflict arising from BOKFS effecting or otherwise assisting such other clients in connection with such transactions is mitigated by means of such activities being engaged in on customary terms through units of BOKFS that operate independently from BOKFS's financial advisory business, thereby reducing the likelihood that the interests of such other clients would have an impact on the services provided by BOKFS to Issuer.

Secondary Market Transactions in Issuer's Securities. BOKFS may take a principal position in securities, including Issuer's securities, and therefore BOKFS could have interests in conflict with Issuer with respect to the value of Issuer's securities while held in inventory and the levels of mark-up or mark-down that may be available in connection with purchases and sales thereof. In particular, BOKFS or its affiliates may submit orders for and acquire Issuer's securities issued in an Issue under the Engagement Letter from members of the underwriting syndicate, either for its own account or for the accounts of its customers. This activity may result in a conflict of interest with Issuer in that it could create the incentive for BOKFS to make recommendations to Issuer that could result in more advantageous pricing of Issuer's securities in the marketplace. Any such conflict is mitigated by means of such activities being engaged in on customary terms through units of BOKFS that operate independently from BOKFS's financial advisory business, thereby reducing the likelihood that such investment activities would have an impact on the services provided by BOKFS to Issuer.

Part B – Disclosures of Information Regarding Legal Events and Disciplinary History

MSRB Rule G-42 requires that municipal advisors provide to their clients certain disclosures of legal or disciplinary events material to the client's evaluation of the municipal advisor or the integrity of the municipal advisor's management or advisory personnel.

Accordingly, BOKFS sets out below required disclosures and related information in connection with such disclosures.

Material Legal or Disciplinary Event. There are no legal or disciplinary events that are material to Issuer's evaluation of BOKFS or the integrity of BOKFS's management or advisory personnel disclosed, or that should be disclosed, on any Form MA or Form MA-I filed with the SEC.

March 11, 2019 – An order was issued against BOKFS by the U.S. Securities and Exchange Commission. The allegations were related to inadequate disclosure language in the firm's ADV brochures regarding the selection of mutual fund share classes that contain 12b-1 fees when share classes that did not contain 12b-1 fees were potentially available. The



violations were self-reported by BOKFS pursuant to the SEC's Share Class Selection Disclosure ("SCSD") Initiative.

December 3, 2024 – A regulatory action against BOKFS was resolved via an Acceptance, Waiver & Consent. The allegations were related to inaccurately reported transactions in TRACE-eligible securities that did not include mark-up, mark-down, or commission without the required no remuneration (NR) indicator. The Findings also stated that BOKFS failed to establish, maintain, and enforce a supervisory system reasonably designed to achieve compliance with FINRA 6730(D).

Details of the events disclosed above can be found in the firm's Form MA available through the SEC's EDGAR Filing System (<https://www.sec.gov/edgar/searchedgar/companysearch.html>). Search for "BOK Financial Securities, Inc." to view the firm's most recent Form MA filing.

Future Supplemental Disclosures. As required by MSRB Rule G-42, this Section may be supplemented or amended, from time to time as needed, to reflect changed circumstances resulting in new conflicts of interest, or to provide updated information with regard to any legal or disciplinary events of BOKFS. BOKFS will provide Issuer with any such supplement or amendment as it becomes available throughout the term of the Engagement Letter.



APPENDIX C FIXED RATE NOTES

The following is a general description of the financial characteristics and security structures of fixed rate municipal notes (“Fixed Rate Notes”), as well as a general description of certain financial risks that are known to us and reasonably foreseeable at this time and that you should consider before deciding whether to issue Fixed Rate Notes.

Financial Characteristics

Maturity and Interest. Fixed Rate Notes are interest-bearing debt securities issued by state and local governments, political subdivisions and agencies and authorities. Fixed Rate Notes are generally amortized, with principal and interest payment frequencies and final maturity dates fixed at the time of issuance. The final maturity date typically will range between 10 and 30 years from the date of issuance.

A Fixed Rate Note may be subject to prepayment, which allows you, at your option, to pay the Note in full prior to its final maturity date. However, such prepayment may be (i) subject to a prepayment penalty, and/or (ii) may be accomplished only after the passage of a specified period of time, and/or (iii) may be subject to certain other limitations, all as would be pursuant to the terms of the Note or Loan Agreement originally negotiated with the Lender(s).

Security

Payment of principal of and interest on a Fixed Rate Note may be backed by various types of pledges and forms of security, including but not limited to:

1. Gross or Net Revenues of the Issuer, for example as in the case of a municipality’s Public Works Authority or Economic Development Authority;
2. Certain Sales Tax Revenues available to the Issuer;
3. In the case of a Bond Anticipation Note, anticipated proceeds of a near-future bond issuance; and,
4. A combination of types of pledges and forms of security as may be legally available to the Issuer.

The description above regarding “Security” is only a brief summary of certain possible security provisions for Fixed Rate Notes and is not intended as legal advice. You should consult with your bond counsel for further information regarding the security for the note.

Financial Risk Considerations

Certain risks may arise in connection with your issuance of Fixed Rate Notes, including some or all of the following:

Issuer Default Risk. You may be in default if the funds pledged to secure your note are not sufficient to pay debt service on the note when due. The consequences of a default may be serious for you and, depending on applicable state law and the terms of the authorizing documents, the Lender(s) may be able to exercise a range of available remedies against you. For example, budgetary adjustments may be necessary to enable you to provide sufficient funds to pay debt service on the note. If the note is a revenue



note, you may be required to take steps to increase the available revenues that are pledged as security for the note. A default may negatively impact your credit ratings and may effectively limit your ability to publicly offer debt obligations at market interest rate levels. Further, if you are unable to provide sufficient funds to remedy the default, subject to applicable state law and the terms of the authorizing documents, you may find it necessary to consider available alternatives under state law, including (for some issuers) state-mandated receivership or bankruptcy. A default also may occur if you are unable to comply with covenants or other provisions agreed to in connection with the issuance of the note.

This description is only a brief summary of issues relating to defaults and is not intended as legal advice. You should consult with your bond counsel for further information regarding defaults and remedies.

Prepayment Risk. Your ability to pay the note in full prior to maturity may be limited, depending on the terms of any prepayment provisions negotiated with the Lender(s). In the event that interest rates decline, you may be unable to refinance and take advantage of such lower interest rates to reduce debt service.

Refinancing Risk. If your financing plan contemplates refinancing some or all of the note at maturity (for example, if you have a balloon payment due on the final maturity date), market conditions or changes in law may limit or prevent you from refinancing the note when required.

Reinvestment Risk. You may have proceeds of the note to invest prior to the time that you are able to spend those proceeds for the authorized purpose(s). Depending on market conditions, you may not be able to invest those proceeds at or near the rate of interest that you are paying on the note, which is referred to as “negative arbitrage”.

Tax Compliance Risk. The issuance of Qualified Tax-Exempt Obligations is subject to certain requirements under the United States Internal Revenue Code (the “Code”), as enforced by the Internal Revenue Service (“IRS”).

The Code provides that commercial banks, thrift institutions and other financial institutions may not deduct the portion of their interest expense allocable to tax exempt obligations acquired after August 7, 1986, unless the interest is paid on obligations which are designated “Qualified Tax-Exempt Obligations” under Section 265 of the Code.

You must take certain steps and make certain representations prior to the issuance of such Qualified Tax-Exempt Obligations. You also must covenant to take certain additional actions after issuance of Qualified Tax-Exempt Obligations. A breach of your representations or your failure to comply with certain tax-related covenants may cause the interest on the note to become taxable retroactively, which may result in an increase in the effective interest rate that you pay on the note. The IRS also may audit you or your debt obligations, in some cases on a random basis and in other cases targeted to specific types of debt obligations or tax concerns. If the note is declared taxable, or if you are subject to audit, the market price of your debt obligations may be adversely affected. Further, your ability to issue other tax-exempt debt obligations may also be limited.

This description of tax compliance risks is not intended as legal advice and you should consult with your bond counsel regarding tax implications of issuing the note.