

BOARD OF CITY COMMISSIONERS PROCEEDINGS

JULY 20, 2026 AT 6:00 PM

The Board of City Commissioners of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in Regular Session in the Commission Chambers at City Hall, 16 West 9th Street, Shawnee, Oklahoma on Monday, July 20, 2026, at 6:00 PM, pursuant to notice duly posted as prescribed by law on Thursday, July 16, 2026, at 4:15 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. 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. Joey Ward, Mr. Rob Morris, and Ms. Cyndi Berger spoke during Citizens Participation.

2. Presentation of Certificates of Election to Ward One Commissioner Daniel Matthews and Ward Six Commissioner Lauren Richter.

Mayor Stephens presented Certificates of Election to Ward One Commissioner Daniel Matthews and Ward Six Commissioner Lauren Richter.

3. Swearing in of Ward One Commissioner Daniel Matthews and Ward Six Commissioner Lauren Richter.

City Clerk Lisa Lasyone swore in Ward One Commissioner Daniel Matthews and Ward Six Commissioner Lauren Richter.

4. Consider approval of Consent Agenda:

- a. Minutes from the June 15, 2026, regular meeting.

- b. Acknowledge the following minutes and reports:

- Planning Commission Minutes from the June 3, 2026, regular meeting.
- Shawnee Beautification, Parks, and Recreation Committee Minutes from the April 16, 2026, regular meeting.
- License Payment Report for June 2026.
- Project Payment Report for June 2026.

- c. Mayor Appointments:

- Airport Advisory Board
Dell Kerbs 1st Full Term Expires: July 1, 2029
Replaces Scott Lee, Term Expired

- d. Lake Lease Transfer:

- Eckel Tract Lot 5
15309 Eckel Road
From: Murphy 2015 Revocable Trust
To: Charles H Goff II

e. Renewal of the following agreements for Fiscal Year 2026-2027:

- Agreement with Shawnee Shotgun Club for use of City Property known as Shawnee Twin Lakes Trap Range.
- Agreement with Shawnee Trap Club for use of City Property known as Shawnee Twin Lakes Trap Range.
- Agreement with Youth and Family Resource Center, Inc. for Juvenile Services.
- Agreement with Pottawatomie County District Court (Judicial District 23) to enable Municipal Court to establish, develop, and implement programs for juvenile misdemeanor offenders.
- Engagement Letter with Crawford and Associates for Accounting and Consulting Services.
- Agreement with Pottawatomie County Public Safety Center for Jail Services.

f. Budget amendments for Fiscal Year 2025 – 2026:

- Fund 603 — Insurance Recovery — To appropriate monies received from Oklahoma Municipal Assurance Group (OMAG) for a vehicle involved in an accident to transfer to Capital Outlay - Equipment for the Parks Department.

g. Budget Amendments for Fiscal Year 2026-2027:

- Fund 001 — General Fund — To appropriate monies from Cintas Settlement to transfer to Medical supplies for Streets, Traffic, and Parks Departments for expenditures in FY27.
- Fund 301 — Capital Improvement Fund — To appropriate monies from the sale of property to transfer to Capital Outlay — Police Vehicles for the Police Department expenditures in FY27.
- Fund 604 — Health Self-Insur Fund — To appropriate Health Insurance Funds from the City Manager, Shawnee Municipal Authority, and Shawnee Airport Authority budgets for transfer to the newly created Fund 604 Health Self-Insur Fund to pay claims and administration costs.

h. Acknowledgment of Change Order No. 2 for SW Loop Water Main Project.

i. Approval of purchase of Paladin Drones, in compliance with the City of Shawnee's approved Capital Improvement Project 2027-2031.

j. Approval of the purchase of a replacement Fire Department vehicle for Chief 1, in compliance with the City of Shawnee's Capital Improvement Plan for 2027-2031.

- k. Approval of the purchase of a replacement Fire Department vehicle for Training 1, in compliance with the City of Shawnee's Capital Improvement Plan for 2027-2031.
- l. Approval of the purchase of a Broce Broom, in compliance with the City of Shawnee's Capital Improvement Plan for 2027-2031.
- m. Approval of the purchase of a Kubota Tractor, in compliance with the City of Shawnee's Capital Improvement Plan for 2027-2031.
- n. Approval of a Memorandum of Understanding between the City of Shawnee, Oklahoma and Shawnee Public Schools Regarding Demolition of Washington Elementary School.
- o. Approval of Facilities Use Agreement Between Gordon Cooper Technology Center (GCTC) and the City of Shawnee.

A motion was made by Commissioner Fichtner, seconded by Commissioner Odneal, to approve Consent Agenda Item Nos. 4(a-o). Motion carried 7-0-0.

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

NAY: None

ABSTAIN: None

- 5. Presentation of the Pet of the Month by Animal Control.

Animal Control Officer Jesse Gallaway introduced Dots, a Catahoula mix.

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

investigation, litigation, or proceeding in the public interest.

A motion was made by Commissioner Fichtner, seconded by Commissioner Richter, to approve an executive session in accordance with 25 O.S. §307(B)(4) to discuss confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest. Motion carried 5-2-0.

AYE: Fichtner, Richter, Matthews, Stephens, Sehorn

NAY: Shuler, Odneal

ABSTAIN: None

COMMISSION ENTERED INTO EXECUTIVE SESSION AT 6:13 P.M. WITH ALL MEMBERS PRESENT.

COMMISSION EXITED EXECUTIVE SESSION AT 6:51 P.M. WITH ALL MEMBERS PRESENT.

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

No action taken.

8. Consideration of a Contract for Design Services for the Farrall Park Project with PDG, LLC.

Parks and Recreation Director Kerri Foster stated that the proposed contract is the starting cost for the Farrall Park renovation design and fees. Staff recommends approval of this item.

A motion was made by Commissioner Odneal, seconded by Commissioner Shuler, to approve a Contract for Design Services for the Farrall Park Project with PDG, LLC. Motion carried 7-0-0.

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

NAY: None

ABSTAIN: None

9. 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. (*Deferred from April 20, 2026 City Commission Meeting.*)

City Attorney Joe Vorndran provided a Staff report. Discussion was held among the Commission and Staff.

A motion was made by Vice Mayor Matthews, seconded by Commissioner Richter, to approve 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.

Ordinance No. 2828NS was introduced.

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.

Motion carried 7-0-0.

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

NAY: None

ABSTAIN: None

10. Consideration of an emergency clause as it relates to Agenda Item No. 9 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.

A motion was made by Vice Mayor Matthews, seconded by Commissioner Richter, to approve an emergency clause as it relates to Agenda Item No. 9 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. Motion carried 7-0-0.

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

NAY: None

ABSTAIN: None

11. Public Hearing for a request for a Conditional Use Permit (CUP) to allow a personal swimming pool at the property addressed as 34102 Lake Road.

Case No.: CUP02-26 | Applicant Name: Jeremiah Johnson

Community Development Director Petya Stefanoff stated that the applicant is requesting a Conditional Use Permit (CUP) to allow a personal swimming pool at the property addressed as 34102 Lake Road. The Planning Commission and Staff recommend approval.

Mayor Stephens declared a public hearing in session to consider a request for a Conditional Use Permit (CUP) to allow a personal swimming pool at the property addressed as 34102 Lake Road. No one spoke in favor or against the request. The public hearing was closed.

12. Consideration of a request for a Conditional Use Permit (CUP) to allow a personal swimming pool at the property addressed as 34102 Lake Road.

Case No.: CUP02-26 | Applicant Name: Jeremiah Johnson

A motion was made by Vice Mayor Matthews, seconded by Commissioner Fichtner, to approve a request for a Conditional Use Permit (CUP) to allow a personal swimming pool at the property addressed as 34102 Lake Road. Motion carried 7-0-0.

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

NAY: None

ABSTAIN: None

13. Consideration of a Revised Final Plat for Adcock Addition, Phase 1.

Case No.: FPL01-26 | Applicant: TJT Holding, LLC c/o Landes Engineering

Community Development Director Petya Stefanoff stated the applicant has submitted a revision of the Final Plat for the Adcock Addition, Phase 1. The Planning Commission and Staff recommend approval.

A motion was made by Vice Mayor Matthews, seconded by Commissioner Richter, to approve a Revised Final Plat for Adcock Addition, Phase 1.

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

NAY: None

ABSTAIN: None

14. Reconsideration of consideration of renewal of a Contract for Economic Development Services between the City of Shawnee, Pottawatomie County, and Shawnee Forward Inc. pursuant to Shawnee City Code, Article II, Division 1, Section 2-30. *(Deferred from the June 15, 2026, City Commission meeting.)*

City Attorney Joe Vorndran stated that this item was deferred from the June 15, 2026, City Commission meeting. He said that the City Charter contains specific procedures for when an agenda item can be reconsidered. He said that Agenda Item Nos. 14 and No. 15 are similar. The procedure requires a separate vote to reconsider. If approved, the original item can be considered. If Agenda Item No. 14 does not receive an affirmative vote, then Agenda Item No. 15 will not be considered.

No action taken.

15. Consideration of renewal of a Contract for Economic Development Services Between the City of Shawnee, Pottawatomie County, and Shawnee Forward Inc. *(Only considered if Agenda Item No. 14 is approved.) (Deferred from the June 15, 2026, City Commission meeting.)*

No action taken.

16. Consideration of a resolution of the City of Shawnee acknowledging a whistleblower complaint alleging financial misconduct within the Shawnee Hospital Authority; supporting its investigation; expressing support for the District Attorney of the 23rd Judicial District; and requesting a forensic audit relating to the allegations.

City Attorney Joe Vorndran provided a Staff report. Discussion was held among the Commission and Staff.

No action taken.

17. Acknowledge Monthly Sales Tax Report.

Finance Director Kimberly Hoover reported sales tax collections are down Fifty-Five Thousand Four Hundred Seventy-Nine Dollars (\$55,479.00) or Two Point One One Percent (2.11%), below the projected budget year-to-date. She

stated that use tax collections are up approximately Sixty-Seven Thousand One Hundred Thirty-Two Dollars (\$67,132.00) or Eighteen Point Two Nine Percent (18.29%), above the projected budget year-to-date.

18. 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.

19. Commissioners Comments

Vice Mayor Matthews commented regarding the Beard cabin, public comments regarding OG&E and vegetation, and flock cameras.

Commissioner Shuler commented on the sales tax report and reminded everyone of the importance to shop local.

Commissioner Odneal commented on shopping local, flock cameras, and the Farrall Park project meeting at the Community Center.

Commissioner Fichtner commented on the rodeo and downtown. She also congratulated Vice Mayor Matthews and Commissioner Richter on being reelected.

Commissioner Sehorn commented on the last eight (8) years while he has been in office.

Commissioner Richter commented on the rodeo. She said that tax free weekend is August 7-9, 2026, and encouraged everyone to shop local.

Mayor Stephens commented on the 250th Anniversary of the United States, OG&E and vegetation issues, the rodeo, and the portal on the City's website to report issues, such as potholes and overgrown trees, etc.

20. Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (7:34 p.m.)



ERIC STEPHENS, MAYOR

ATTEST:



LISA LASZYONE, MMC

CITY CLERK