

BOARD OF CITY COMMISSIONERS PROCEEDINGS
DECEMBER 3, 2018 AT 6:00 P.M.

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, 9th and Broadway, Shawnee, Oklahoma, Monday, December 3, 2018 at 6:00 p.m., pursuant to notice duly posted as prescribed by law. Mayor Finley presided and called the meeting to order. Upon roll call, the following members were in attendance.

Richard Finley
Mayor

Ed Bolt
Commissioner Ward 1

Ron Gillham
Commissioner Ward 2

James Harrod
Commissioner Ward 3-Vice Mayor

Darren Rutherford
Commissioner Ward 4

Mark Sehorn
Commissioner Ward 5

Ben Salter
Commissioner Ward 6

ABSENT: None

INVOCATION

Don Lynch, Emergency Management
Director

FLAG SALUTE

AGENDA ITEM NO. 1:

Consider approval of Consent Agenda:

- a. Minutes from the November 19, 2018 regular meeting.
- b. Acknowledge the following minutes:
 - Shawnee Community Beautification Committee from October 18, 2018 meeting.
- c. Acknowledge resignation of William Kirkland from the Zoning Board of Adjustments.

d. Mayor's Appointment:

Zoning Board of Adjustments

Crystal Richardson 1st Partial Term Expires 06/01/2020

Replaces Ed Bolt – Resigned

- e. Authorize the approval of Incode Systems 10 upgrade with Tyler Technologies.
- f. Confirm and approve the Interim City Manager's hiring of Jennifer Greenland as the Human Resources Director.
- g. Acknowledge Oklahoma Municipal Retirement Fund Retirement for Christopher Thomas, Sr.
- h. Acknowledge Oklahoma Municipal Retirement Fund Retirement for Keith Mangus.
- i. Acknowledge Oklahoma Municipal Retirement Fund Retirement for Mike Likens.
- j. Acknowledge Oklahoma Municipal Retirement Fund Retirement for Michael Bertram.
- k. Acknowledge Oklahoma Municipal Retirement Fund Retirement for James Randall Wesley.
- l. Acknowledge Oklahoma Municipal Retirement Fund Retirement for Terry Chancellor.

A motion was made by Vice Mayor Harrod, seconded by Commissioner Bolt, to approve Consent Agenda Item Nos. 1(a-1). Motion carried 7-0.

AYE: Harrod, Bolt, Gillham, Finley, Rutherford, Sehorn, Salter

NAY: None

AGENDA ITEM NO. 2:

Presentation by Animal Control to present the Pet of the Week.

Animal Control Officer Derrek Woody introduced Meko an approximately eight-week old heeler mix. The cost to adopt her is \$30.00, which includes the \$5.00 adoption fee and a \$25.00 spay/neuter deposit. A City tag will not be required at this time due to her age, but will be required when she gets older.

AGENDA ITEM NO. 3:

Citizens Participation

(A three-minute limit per person)

(A twelve-minute limit per topic)

Mr. Craig MacIntyre owner of Spokelahoma, thanked the City of Shawnee and the Blue Zones Initiative for assisting and promoting bicycling events in the area.

Mr. Daniel Shaughnessy thanked the City Commission for their volunteer work. He mentioned the community support by highlighting community organizations such as Blue Zones, Community Renewal, and Neighboring 101. Mr. Shaughnessy said he will be contributing to the community spirit by live streaming the Christmas Parade and festivities Thursday night.

Ms. Linda Brown with St. Anthony Shawnee Hospital thanked the City Commission for their support. She stated they are proud to be a part of this community.

Ms. Terri Merritt with the National Blue Zones office thanked the City Commission for their support with the Blue Zones Initiative. She stated the nearest Blue Zones community is Fort Worth, Texas. Ms. Merritt shared the success of Ft. Worth regarding the Blue Zones Initiative and stated that she believes Shawnee is will also be successful.

Ms. Holly Gordon gave an update on the Pottawatomie County Food Council and thanked the City Commission for their support.

Ms. Rachel Monday with Community Renewal provided an update on the community garden. She also thanked the City Commission for their donation of the lot for the garden.

Mr. Tom Claybrook provided the City Commission copies of budget documents and addressed his concerns with the municipal budget.

Ms. Rachel Melot, on behalf of Blue Zones and as a business owner, thanked Planning Director Justin DeBruin for his hard work and dedication for his work as the Planning Director, as well as his work with the Built Environment Committee.

AGENDA ITEM NO. 4:

Presentation of Oklahoma Municipal League (OML) certificates to employees with 25 or more years of service with the City of Shawnee.

Penny Kesler
Darrin Fowler

Penny Kesler and Deputy Chief Andy Starkey, on behalf of Darrin Fowler, were present to accept the Oklahoma Municipal League (OML) certificates to employees with 25 or more years of service with the City of Shawnee presented by Beverly Rodgers with OML.

AGENDA ITEM NO. 5:

Recognition of Justin Beaver for receiving the Technician of the Quarter Award from the Oklahoma 9-1-1 Authority.

Emergency Management Director Don Lynch recognized Communications Systems Manager Justin Beaver as the inaugural recipient of the Technician of the Quarter Award from the Oklahoma 9-1-1 Authority.

AGENDA ITEM NO. 6:

Consider and take action with respect to a resolution of the City Commissioners of the City of Shawnee, Oklahoma (the "City") approving the incurrence of indebtedness by the Shawnee Municipal Authority (the "Authority") issuing its sales tax revenue note, series 2018 (the "Note"); providing that the organizational document creating the Authority is subject to the provisions of the note indenture, authorizing the issuance of said Note; waiving competitive bidding with respect to the sale of said note and approving the proceedings of the Authority pertaining to the sale of said Note; approving and authorizing a sales tax agreement by and between the City and the Authority pertaining to the year-to-year pledge of certain sales tax revenues; establishing the City's reasonable

expectation with respect to the issuance of tax-exempt obligations by or on behalf of said City in calendar year 2018, and designating the note as a qualified tax-exempt obligation; and containing other provisions relating thereto. *(Finalized resolution will be provided at the meeting.)*

Finance Director Chance Allison explained this resolution is for the incurrence of indebtedness in the amount of \$10 Million bank-qualified financing relating to the one-half (1/2) cent sales tax increase that went into effect October 1, 2018. He introduced Chris Gander with BOK Financial Securities, Inc., who has been the financial advisor on the project.

Mr. Gander explained the bids received from four different institutions – JP Morgan Chase, BancFirst, BB&T and First United Bank. JP Morgan Chase provided three different options and BB&T provided two different options. He recommended awarding the bid to JP Morgan Chase Bank, option “A” at the rate of 2.90% Non-Callable.

Resolution No. 6578 was introduced.

A RESOLUTION OF THE CITY COMMISSIONERS OF THE CITY OF SHAWNEE, OKLAHOMA (THE “CITY”) APPROVING THE INCURRENCE OF INDEBTEDNESS BY THE SHAWNEE MUNICIPAL AUTHORITY (THE “AUTHORITY”) ISSUING ITS SALES TAX REVENUE NOTE, SERIES 2018 (THE “NOTE”); PROVIDING THAT THE ORGANIZATIONAL DOCUMENT CREATING THE AUTHORITY IS SUBJECT TO THE PROVISIONS OF THE NOTE INDENTURE, AUTHORIZING THE ISSUANCE OF SAID NOTE; WAIVING COMPETITIVE BIDDING WITH RESPECT TO THE SALE OF SAID NOTE AND APPROVING THE PROCEEDINGS OF THE AUTHORITY PERTAINING TO THE SALE OF SAID NOTE; APPROVING AND AUTHORIZING A SALES TAX AGREEMENT BY AND BETWEEN THE CITY AND THE AUTHORITY PERTAINING TO THE YEAR-TO-YEAR PLEDGE OF CERTAIN SALES TAX REVENUES; ESTABLISHING THE CITY'S REASONABLE EXPECTATION WITH RESPECT TO THE ISSUANCE OF TAX-EXEMPT OBLIGATIONS BY OR ON BEHALF OF SAID CITY IN CALENDAR YEAR 2018, AND DESIGNATING THE NOTE AS A QUALIFIED TAX-EXEMPT OBLIGATION; AND CONTAINING OTHER PROVISIONS RELATING THERETO.

A motion was made by Commissioner Bolt, seconded by Commissioner Gillham, to approve a resolution of the City Commissioners of the City of Shawnee, Oklahoma (the "City") approving the incurrence of indebtedness by the Shawnee Municipal Authority (the "Authority") issuing its sales tax revenue note, series 2018 (the "Note"); providing that the organizational document creating the Authority is subject to the provisions of the note indenture, authorizing the issuance of said Note; waiving competitive bidding with respect to the sale of said note and approving the proceedings of the Authority pertaining to the sale of said Note; approving and authorizing a sales tax agreement by and between the City and the Authority pertaining to the year-to-year pledge of certain sales tax revenues; establishing the City's reasonable expectation with respect to the issuance of tax-exempt obligations by or on behalf of said City in calendar year 2018, and designating the note as a qualified tax-exempt obligation; and containing other provisions relating thereto; awarding the bid to JP Morgan Chase Bank, option 'A' at 2.90% Non-Callable. Motion carried 7-0.

AYE: Bolt, Gillham, Harrod, Finley, Rutherford, Sehorn, Salter
NAY: None

AGENDA ITEM NO. 7: Consider approval of Engagement Letter with BOK Financial Securities, Inc. for financial advisory services.

Finance Director Chance Allison advised this is a standard engagement letter between the City of Shawnee and BOK Financial Securities, Inc. for their work on the financing in Agenda Item No. 6.

A motion was made by Commissioner Gillham, seconded by Commissioner Sehorn, to approve an Engagement Letter with BOK Financial Securities, Inc. for financial advisory services. Motion carried 7-0.

AYE: Gillham, Sehorn, Salter, Harrod, Finley, Rutherford, Salter
NAY: None

COMMISSIONER GILLHAM LEFT THE MEETING AT 6:35 P.M.

AGENDA ITEM NO. 8: Interim City Manager Report

Interim City Manager Eric Benson deferred his report to the December 17, 2018 City Commission meeting.

AGENDA ITEM NO. 9:

New Business (Any matter not known about or which could not have been reasonably foreseen prior to the posting of the agenda.)

There was no New Business.

AGENDA ITEM NO. 10:

Commissioners Comments

Commissioners Salter, Rutherford and Bolt invited everyone to the annual Christmas parade on Thursday, December 6, 2018. It will begin at 7:00 p.m., with entertainment at each block starting at 6:00 p.m.

Commissioner Sehorn announced the annual toy run will be held this Sunday beginning at 1:00 p.m. It will begin at Firelake Casino and conclude at the Elks Lodge.

Vice Mayor Harrod and Commissioner Bolt both thanked Planning Director Justin DeBruin for his work and leadership with the City of Shawnee and wished him well on his new employment.

RECESS CITY COMMISSION MEETING BY THE POWER OF THE CHAIR TO CONVENE SHAWNEE AIRPORT AUTHORITY AND SHAWNEE MUNICIPAL AUTHORITY (6:40 p.m.)

RECONVENE CITY COMMISSION MEETING BY THE POWER OF THE CHAIR (6:45 p.m.)

AGENDA ITEM NO. 11:

Receive cyber security training from Oklahoma Municipal Assurance Group (OMAG).

Mr. Kevin Sesock, Chief Information Officer of Oklahoma Municipal Assurance Group (OMAG) provided cyber security training to the Commission.

AGENDA ITEM NO. 12:

Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (7:09 p.m.)

ATTEST:



Lisa Laszone
LISA LASYONE, CMC, CITY CLERK

Richard Finley
RICHARD FINLEY, MAYOR