

AGENDA
SHAWNEE MUNICIPAL AUTHORITY
November 21, 2022 AT 6:00 P.M.
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

1. Consider approval of Consent Agenda:
 - a. Minutes from the November 7, 2022 regular meeting.
2. Consideration of a budget amendment for Fiscal Year 2022 – 2023 for Fund 501 Shawnee Municipal Authority Fund to fund the Wastewater System Improvements project and the associated closing costs for the loan with Oklahoma Water Resource Board (OWRB).
3. New Business

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

Respectfully submitted,

Lisa Lasyone, CMC, 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)

Shawnee Municipal Authority

1. a.

Meeting Date: 11/21/2022

Minutes

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Minutes from the November 7, 2022 regular meeting.

Fiscal Impact

Attachments

Minutes

THE TRUSTEES OF THE SHAWNEE MUNICIPAL AUTHORITY OF THE CITY OF SHAWNEE, COUNTY OF POTTAWATOMIE, STATE OF OKLAHOMA, MET IN REGULAR SCHEDULED SESSION, MONDAY, NOVEMBER 7, 2022, DURING THE BOARD OF CITY COMMISSIONER MEETING AT 6:00 P.M., PURSUANT TO NOTICE DULY POSTED AS PRESCRIBED BY LAW AT 7:07 P.M. ON NOVEMBER 3, 2022. UPON ROLL CALL, A QUORUM WAS DECLARED WITH THE FOLLOWING MEMBERS IN ATTENDANCE:

PRESENT: Matthews, Flood, Bolt, Rutherford, Sehorn, Richter
ABSENT: Engles

Call to Order
Declaration of a Quorum

AGENDA ITEM NO. 1: Consider approval of Consent Agenda:

- a. Minutes from the October 17, 2022 regular meeting.

A motion was made by Trustee Matthews, seconded by Trustee Rutherford, to approve Consent Agenda Item No. 1(a). Motion carried 6-0.

AYE: Matthews, Rutherford, Sehorn, Richter, Flood, Bolt
NAY: None

AGENDA ITEM NO. 2: Consideration of a resolution of the Shawnee Municipal Authority ratifying executed Cooperative Purchasing Agreements.

Mr. Jacob Foos, Assistant City Manager, provided a Staff report.

A motion was made by Trustee Sehorn, seconded by Trustee Rutherford, to approve a resolution of the Shawnee Municipal Authority ratifying executed Cooperative Purchasing Agreements.

Resolution No. SMA-2022-3 was introduced.

A RESOLUTION OF THE SHAWNEE MUNICIPAL AUTHORITY RATIFYING EXECUTED COOPERATIVE PURCHASING AGREEMENTS.

Motion carried 6-0.

AYE: Sehorn, Rutherford, Richter, Matthews, Flood, Bolt
NAY: None

AGENDA ITEM NO. 3: Consideration of a resolution of the Shawnee Municipal Authority approving the purchase of root control services from Duke's Root Control Inc., under the Cooperative Purchasing Agreement with Houston-Galveston Area Council.

Mr. Brad Schmidt, Public Works Director, advised that the proposed program is a proactive treatment to kill roots that have entered the line and to stop new growth.

A motion was made by Trustee Flood, seconded by Trustee Matthews, to approve a resolution of the Shawnee Municipal Authority approving the purchase of root control services from Duke's Root Control Inc., under the Cooperative Purchasing Agreement with Houston-Galveston Area Council.

Resolution No. SMA-2022-4 was introduced.

A RESOLUTION OF THE SHAWNEE MUNICIPAL AUTHORITY APPROVING THE PURCHASE OF ROOT CONTROL SERVICES FROM DUKE'S ROOT CONTROL INC, UNDER THE COOPERATIVE PURCHASING AGREEMENT WITH HOUSTON-GALVESTON AREA COUNCIL.

Motion carried 6-0.

AYE: Flood, Matthews, Bolt, Rutherford, Sehorn, Richter

NAY: None

AGENDA ITEM NO. 4:

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.

AGENDA ITEM NO. 5:

Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (6:49 p.m.)

ATTEST:

ED BOLT, CHAIRMAN

LISA LASYONE, CMC, CITY CLERK

Shawnee Municipal Authority

2.

Meeting Date: 11/21/2022

Budget Amendment

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration of a budget amendment for Fiscal Year 2022 – 2023 for Fund 501 Shawnee Municipal Authority Fund to fund the Wastewater System Improvements project and the associated closing costs for the loan with Oklahoma Water Resource Board (OWRB).

Fiscal Impact

Attachments

Budget Amendment



Finance

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

Date: November 17, 2022
To: City Commission
From: Lindsey McNabb-Fox, Finance Director
Subject: Consideration of budget amendments for the 2018 Capital Improvement Fund and the Shawnee Municipal Authority Fund.

Background: A total budget amendment in the amount of \$1,170,000 for the 2018 Capital Improvement Fund and \$84,548,755 for the Shawnee Municipal Authority Fund should be considered.

Woodland Veterans Park – During the July 18, 2022 Commission meeting, the Commission awarded a contract to Downey Contracting, LLC for the improvements to Woodland Veterans Park. This budget amendment will adequately authorize the funding for this project. The amount for appropriation is as follows:

- \$1,170,000 – 2018 Capital Improvement Fund – Capital Outlay – Buildings & Improvements

The additional appropriation will be funded by additional loan proceeds and sales tax collections projecting to exceed budget estimates in the 2018 Capital Improvement Fund.

Wastewater System Improvements – During the August 15, 2022 Shawnee Municipal Authority (SMA) meeting, a contract was awarded to Downey Contracting, LLC for the Wastewater System Improvements project. This budget amendment will adequately authorize the funding for this project. Also, the SMA Fund will need additional budget authority for the closing costs on the loan with Oklahoma Water Resources Board (OWRB). The amount for appropriation is as follows:

- \$83,558,730 – Shawnee Municipal Authority Fund – Capital Outlay – Buildings & Improvements
- \$990,025 – Shawnee Municipal Authority Fund – Debt Service – Other Fees

The additional appropriation will be funded by proceeds from the three OWRB loans (CWSRF-2019, CWSRF-2021, CWSRF-2022).

Financial Impact: See Budget Amendment

Attachment: Budget Amendment.

Staff Recommendation: Approval of the item.

City of Shawnee
2022-2023 Budget Amendment
Shawnee Municipal Authority 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
501	48530			Loan Proceeds	20,000,000.00	84,548,755.00	104,548,755.00
				Total	20,000,000.00	84,548,755.00	104,548,755.00

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
501	5-1010-54200			Capital Outlay-Buildings & Improvements	-	103,558,730.00	103,558,730.00
501	5-1010-53390			Other Contractual Services	22,900,000.00	(20,000,000.00)	2,900,000.00
501	5-5010-55300			Debt Service - Other Fees	189,573.89	990,025.00	1,179,598.89
							-
							-
							-
							-
							-
					-	-	-
					23,089,573.89	84,548,755.00	107,638,328.89

Approved by the City Commission this

Explanation of Budget Amendment:
To fund the Wastewater System Improvements project
and the associated closing costs for the loan with
Oklahoma Water Resources Board.

Approved:

Mayor _____
Attest: _____

City Clerk _____

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