BOARD OF CITY COMMISSIONERS PROCEEDINGS
NOVEMBER 21, 2022 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, 16 West 9th Street, Shawnee, Oklahoma on, Monday, November 21, 2022 at 6:00 p.m., pursuant to notice duly posted as prescribed by law at 10:20 a.m. on November 17, 2022. Mayor Bolt presided and called the meeting to order. Upon roll call, the following members were in attendance.

Ed Bolt
Mayor

Daniel Matthews Commissioner Ward 1	Cami Engles Commissioner Ward 2
Travis Flood Commissioner Ward 3	Darren Rutherford Commissioner Ward 4-Vice Mayor
Absent Commissioner Ward 5	Lauren Richter Commissioner Ward 6

ABSENT: Mark Sehorn

INVOCATION Commissioner Travis Flood

FLAG SALUTE

AGENDA ITEM NO. 1: Citizens Participation
(A three-minute limit per person)
(A twelve-minute limit per topic)

Ms. Leslie Gilbert gave her speaking time to Mr. Rob Morris. Ms. Theresa Cody and Ms. Teresa Burnette gave their speaking time to Representative Dell Kerbs.

Mr. Rob Morris, Mr. Rick Young, Mr. John Bobb-Semple and Representative Dell Kerbs spoke during Citizens Participation.

AGENDA ITEM NO. 2: Consider approval of Consent Agenda:

a. Minutes from the November 7, 2022 regular meeting.

b. Acknowledge the following reports:

- License Payment Report for October 2022
- Project Payment Report for October 2022

c. Mayor's Appointments:

Shawnee Urban Renewal Authority

William Burke	1st Partial Term	Expires: February 2, 2024

Replaces Audra Barksdale – Resigned

d. Acceptance of public improvements for Cammack Street Gravity Relief Lines and place maintenance bonds into effect.

e. Acknowledge the sale of surplus items.

A motion was made by Commissioner Matthews, seconded by Vice Mayor Rutherford, to approve Consent Agenda Item Nos. 2(a-e). Motion carried 6-0.

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

AGENDA ITEM NO. 3: Presentation by Animal Control to present the Pet of the Week.

Animal Control Officer Theresa Touchet introduced MJ, a three- to five-year-old boxer-mix female canine. There is a Five Dollar ($5.00) fee to adopt MJ.

AGENDA ITEM NO. 4 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 by auction and, in the event items do not sell at auction, disposal at the City's discretion.

Mr. Seth Barkhimer, Director of Engineering, provided a staff report requesting underutilized survey equipment be declared surplus.

A motion was made by Commissioner Engles, seconded by Commissioner Flood, 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 by auction and, in the event items do not sell at auction, disposal at the City's discretion.

Resolution No. 6678 was introduced.

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 BY AUCTION AND, IN THE EVENT ITEMS DO NOT SELL AT AUCTION, DISPOSAL AT THE CITY OF SHAWNEE'S DISCRETION.

Motion carried 6-0.

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

AGENDA ITEM NO. 5: Consideration of a resolution and approval of an Agreement between the City of Shawnee and the Oklahoma Department of Transportation (ODOT) for Highway Illumination along US-270B (Kickapoo Widening).

Mr. Seth Barkhimer, Director of Engineering, explained in preparation of the Kickapoo Street Widening project, the Oklahoma Department of Transportation (ODOT) is seeking maintenance agreements for street lighting.

A motion was made by Commissioner Flood, seconded by Commissioner Engles, to approve a resolution and approval of an Agreement between the City of Shawnee and the Oklahoma Department of Transportation (ODOT) for Highway Illumination along US-270B (Kickapoo Widening).

Resolution No. 6679 was introduced.

A RESOLUTION APPROVING A PROJECT MAINTENANCE AGREEMENT WITH THE OKLAHOMA DEPARTMENT OF TRANSPORTATION FOR THE INSTALLATION OF HIGHWAY ILLUMINATION ALONG US 270B.

Motion carried 6-0.

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

AGENDA ITEM NO. 6: Consideration of a resolution and approval of an Agreement between the City of Shawnee and the Oklahoma Department of Transportation (ODOT) for Multiple Traffic Signals along US-270B (Kickapoo Widening).

Mr. Seth Barkhimer, Director of Engineering, explained in preparation of the Kickapoo Street Widening project, the Oklahoma Department of Transportation (ODOT) is seeking maintenance agreements for traffic signals.

A motion was made by Commissioner Matthews, seconded by Vice Mayor Rutherford, to approve a resolution and approval of an Agreement between the City of Shawnee and the Oklahoma Department of Transportation (ODOT) for Multiple Traffic Signals along US-270B (Kickapoo Widening).

Resolution No. 6680 was introduced.

A RESOLUTION APPROVING A PROJECT MAINTENANCE AGREEMENT WITH THE OKLAHOMA DEPARTMENT OF TRANSPORTATION FOR THE INSTALLATION OF MULTIPLE TRAFFIC SIGNALS ALONG US 270B.

Motion carried 6-0.

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

AGENDA ITEM NO. 7: Presentation of American Rescue Plan Act (ARPA) Projects.

Mr. Jacob Foos, Assistant City Manager, gave a presentation regarding American Rescue Plan Act (ARPA) funding and projects.

AGENDA ITEM NO. 8: Consideration of an Agreement between the City of Shawnee and Cowan Group Engineering, LLC for Engineering Services.

Mr. Seth Barkhimer, Director of Engineering, explained the City of Shawnee advertised for on-call engineering design services in August of 2022. Staff has reviewed the submitted qualifications and recommends approval of the proposed agreement with Cowan Group Engineering, LLC.

A motion was made by Commissioner Matthews, seconded by Commissioner Engles, to approve an Agreement between the City of Shawnee and Cowan Group Engineering, LLC for Engineering Services. Motion carried 6-0.

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

AGENDA ITEM NO. 9: Consideration of a Task Order in accordance with the agreement between the City of Shawnee and Cowan Group Engineering, LLC for Water System Improvements along Mark Street, Center Avenue, Independence Avenue, and Kiowa Street.

Mr. Seth Barkhimer, Director of Engineering, explained the cost of the Task Order Agreement with Cowan Group Engineering, LLC would be Two Hundred Fifty-Five Thousand Seven Hundred Fifty Dollars ($255,750.00). Staff recommends approval of this Task Order.

A motion was made by Vice Mayor Rutherford, seconded by Commissioner Flood, to approve a Task Order in accordance with the agreement between the City of Shawnee and Cowan Group Engineering, LLC for Water System Improvements along Mark Street, Center Avenue, Independence Avenue, and Kiowa Street. Motion carried 6-0.

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

AGENDA ITEM NO. 10: Consideration of a resolution of the City of Shawnee Authorizing the application for American Rescue Plan Act (ARPA) grant from the Oklahoma Water Resources Board.

Mr. Jacob Foos, Assistant City Manager, explained Shawnee's population places this application in the medium to large sized community grant program. An individual grant applicant may be awarded up to Two Million Dollars ($2,000,000.00).

A motion was made by Commissioner Matthews, seconded by Commissioner Engles, to approve a resolution of the City of Shawnee Authorizing the application for American Rescue Plan Act (ARPA) grant from the Oklahoma Water Resources Board.

Resolution No. 6681 was introduced.

A RESOLUTION OF THE CITY OF SHAWNEE AUTHORIZING THE APPLICATION FOR AMERICAN RESCUE PLAN ACT (ARPA) GRANT FROM THE OKLAHOMA WATER RESOURCES BOARD.

Motion carried 6-0.

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

AGENDA ITEM NO. 11: Consideration of a Final Plat for Belmont Park Addition, Phase 2, on approximately 8.79 acres north of West MacArthur Street and east of Acme Road. Case No. FPL05-22, Applicant: J. Bentley Investments, LLC, represented by Grubbs Consulting, LLC.

Mr. Rian Harkins, Community Development Director, provided a Staff report. He advised that the Planning Commission and Staff recommend approval.

A motion was made by Commissioner Flood, seconded by Commissioner Matthews, to approve a Final Plat for Belmont Park Addition, Phase 2, on approximately 8.79 acres north of West MacArthur Street and east of Acme Road. Motion carried 6-0.

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

AGENDA ITEM NO. 12: Public hearing and consideration of an ordinance to rezone property located at 4731 North Union Avenue, containing approximately 16.25 acres, from A-1 (Rural Agriculture District) to R-3 (Multifamily Residential District) with a PUD (Planned Unit Development). Case No. PUD02-22, Applicant: David M. Box representing Donna Parmer.

Mr. Rian Harkins, Community Development Director, stated that after public notification, but prior to the November 2, 2022, Planning Commission meeting, the applicant withdrew the application.

There was no action taken.

AGENDA ITEM NO. 13: Consideration of a budget amendment for Fiscal Year 2022 – 2023 for Fund 303 2018 Capital Improvement Fund to fund construction costs for Woodland Veterans Park.

Ms. Lindsey McNabb-Fox, Finance Director, provided a Staff report.

A motion was made by Commissioner Engles, seconded by Vice Mayor Rutherford, to approve the budget amendment for Fiscal Year 2022 – 2023 for Fund 303 2018 Capital Improvement Fund to fund construction costs for Woodland Veterans Park. Motion carried 6-0.

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

AGENDA ITEM NO. 14: Acknowledge monthly Sales Tax and Budget Reports.

Ms. Lindsey McNabb-Fox, Finance Director, reported sales tax is up One Million Four Hundred Sixty-Three Thousand Two Hundred Eighty-Eight Dollars ($1,463,288.00) or Fifteen Point Zero Eight Percent (15.08%), over the projected budget year-to-date. She stated that use tax collections are up approximately Seventy-Two Thousand Two Hundred Sixty-Two Dollars and Twenty Cents ($72,262.20) or Five Point Five Three Percent (5.53%), over the projected budget year-to-date.

AGENDA ITEM NO. 15: 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. 16: Commissioners Comments

The Mayor and Commissioners thanked City Staff.

Commissioner Richter spoke regarding the number of grants the City has sought.

Vice Mayor Rutherford spoke regarding sales tax numbers. He also thanked Representative Kerbs for his clarification and Mr. Rick Young for his comments.

Commissioner Engles spoke regarding sales tax, shopping local, attending the Veterans Celebration, appreciation for Citizens Participation, and Representative Kerbs attending the Commission meeting. She also spoke on the ARPA grant and the Christmas Parade.

Commissioner Matthews spoke regarding the Veterans Memorial. He also mentioned movement on Kickapoo projects, ARPA funding, sales tax, and wished everyone a Happy Thanksgiving.

Mayor Bolt spoke regarding the Homeless Resource Center, and the Christmas Parade. He also addressed concerns from Citizens Participation

AGENDA ITEM NO. 17: Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (7:06 p.m.)

ED BOLT, MAYOR

ATTEST:

Kacie Eck

KACIE ECK, CMC,
SENIOR DEPUTY CITY CLERK

CITY OF SHAWNEE
SEAL
OKLAHOMA