

AGENDA
BOARD OF CITY COMMISSIONERS
November 21, 2011 AT 6:30 P.M.
COMMISSION CHAMBERS AT CITY HALL
SHAWNEE, OKLAHOMA

CALL TO ORDER

DECLARATION OF A QUORUM

INVOCATION

FLAG SALUTE

1. Consider approval of Agenda:
2. Consider approval of Consent Agenda:
 - a. Acknowledge staff will proceed in the instant meeting with the opening and consideration of bids as set forth in Agenda Item Number 8.
 - b. Minutes from the November 7, 2011 regular meeting and minutes from the November 14, 2011 special called meeting.
 - c. Budget Amendment SMA – Rollover from previous year on 30 inch water line
 - d. Acknowledge the following minutes and reports:
 - Beautification Committee minutes from September 8, 2011
 - Airport Advisory Board minutes from September 21, 2011
 - License Payment Report October 1-30, 2011
 - Project Payment Report October 1-30, 2011
 - e. Acknowledge receipt of applications for board appointments or re-appointments as follows:

Tourism Advisory Committee

Kirit (Kelly) Chandra Re-appointment 2nd term
Nancy Steward-Jackson Appointment 1st term

Shawnee Urban Renewal Authority

Ron Henderson Appointment 1st term
 - f. Acknowledge Oklahoma Municipal Retirement Fund refund of contributions from the Defined Contribution plan for Jennifer Young.
 - g. Approve Oklahoma Municipal Retirement Fund Early Retirement for Brian Woodall.

- h. Authorize Expo Center staff to advertise for bids on 50 amp electrical up grade in the RV Park.
 - i. Authorize Expo Center staff to advertise for bids on remodel of four (4) comfort stations located on Expo grounds.
3. Citizens Participation
- (A three minute limit per person)
(A twelve minute limit per topic)
4. City Manager's presentation of Employee of the Month to Brandon Remington, Plant Operator, Water Plant.
5. Discussion and possible action regarding new structure and/or trust for tourism dollars.
6. Consider annexation request by Kickapoo Tribe for purposes of construction of gaming and other facilities and authorize staff to proceed with Notice and Hearing Requirements.
7. Acknowledge Sales Tax report received November, 2011.
8. Consider Bids:
- a. Expo Parking Lot Improvements COS-PW-11-04 (Open)
 - b. Community Center Fire Suppression System (Open)
 - c. Removal of snow and ice from the streets of the City of Shawnee Proposal (Award)
 - d. Rebuild One (1) Primary Clarifier and one (1) Intermediate Clarifier (Award)
9. New Business
- (Any matter not known about or which could not have been reasonably foreseen prior to the posting of the agenda)
10. Administrative Reports
11. Commissioners Comments
12. Adjournment

Respectfully submitted

Phyllis Loftis, 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)

Regular Board of Commissioners

2. a.

Meeting Date: 11/21/2011

Open Bid Packets

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Acknowledge staff will proceed in the instant meeting with the opening and consideration of bids as set forth in Agenda Item Number 8.

Regular Board of Commissioners

2. b.

Meeting Date: 11/21/2011

Minutes

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Minutes from the November 7, 2011 regular meeting and minutes from the November 14, 2011 special called meeting.

Attachments

Minutes 11-7-11

Minutes SP 11-14-11

BOARD OF CITY COMMISSIONERS PROCEEDINGS
NOVEMBER 7, 2011 AT 6:30 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, November 7, 2011 at 6:30 p.m., pursuant to notice duly posted as prescribed by law. Mayor Peterson presided and called the meeting to order. Upon roll call, the following members were in attendance.

Linda Peterson

Mayor

Pam Stephens

Commissioner Ward 1

Frank Sims

Commissioner Ward 2

James Harrod

Commissioner Ward 3

Billy Collier

Commissioner Ward 4-Vice Mayor

John Winterringer

Commissioner Ward 5

Steve Smith

Commissioner Ward 6

ABSENT: None

INVOCATION

Rev. Amy Perkins

United Presbyterian Church

FLAG SALUTE

AGENDA ITEM NO. 1:

Consider approval of Agenda.

A motion was made by Commissioner Sims, seconded by Vice Mayor Collier, to approve the Agenda. Motion carried 7-0.

AYE: Sims, Collier, Winterringer, Smith, Stephens, Harrod, Peterson

NAY: None

AGENDA ITEM NO. 2:

Consider approval of Consent Agenda:

- a. Acknowledge staff will proceed in the instant meeting with the opening and consideration of bids as set forth in Agenda Item Number 12.
- b. Minutes from the October 17, 2011 regular meeting.
- c. Budget Amendment FY 2011-2012 2011 CDBG Entitlement Grant Fund.
- d. Budget Amendment General Fund to bring up compensated absences from fund balance to accommodate those who have left.
- e. Budget Amendment SMA to bring up compensated absences from fund balance to accommodate those who have left through September 30, 2011
- f. Budget Amendment Streets Fund 302
- g. Acknowledge the following minutes:
 - Shawnee Civic and Cultural Development Authority minutes from August 18, 2011 and September 15, 2011
 - Traffic Commission minutes from August 23, 2011
- h. Acknowledge Oklahoma Municipal Retirement Fund refund of contributions from the Defined Contribution plan for Dan Cope. North Side Plant – Utilities.
- i. Acknowledge Oklahoma Municipal Retirement Fund refund of contributions from the Defined Contribution plan for Christina Oldham – Police Dispatch.
- j. Acknowledge Oklahoma Municipal Retirement Fund refund of contributions from the Defined Contribution plan for Charles Goudeau – Expo Center.
- k. Acknowledge Shawnee Hospital Authority resignation of Darrell Coker effective 9/30/11 and re-appointment of Michelle Briggs and J. Michael Adcock terms to expire 9/30/2017.

- l. Authorize SMA staff to request bids for future Emergency Water Line Repairs, if needed.
- m. Authorize SMA staff to request bids for annual sewer line replacement projects.
- n. Authorize SMA staff to request bids for purchase of a Sewer Line TV Inspection Truck for Wastewater Collection.
- o. Authorize Parks staff to request bids for Purchase and Installation of Dean Wiegant Playground Unit.
- p. Authorize Engineering staff to advertise for bids the City's FY11-12 Sidewalk/Handicap Ramp Project at various locations throughout the City.
- q. Authorize Engineering staff to advertise for bids on the Harrison Street Median Landscaping Project (ODOT Proj. No. 26882(04) STP-163E(336)EH.
- r. Approve Holiday Schedule for 2012
- s. Approve Board of Commissioners and Authorities meeting schedule for 2012.
- t. Approve a resolution of support recognizing the importance of the F-35 to the State of Oklahoma and the city of Enid, our military, and our national security, and support high production and full funding of the F-35 Joint Strike Fighter program.

Resolution No. 6414 is:

A RESOLUTION OF SUPPORT TO RECOGNIZE THE IMPORTANCE OF THE F-35 TO THE STATE OF OKLAHOMA AND THE CITY OF ENID, OUR MILITARY, AND OUR NATIONAL SECURITY, AND SUPPORT HIGH PRODUCTION AND FULL FUNDING OF THE F-35 JOINT STRIKE FIGHTER PROGRAM.

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- u. Approve Supplemental Agreement No. 1 – “Rehabilitate Runway 17-35; Grade Safety Areas; and Construct Connecting Taxiway”, COS Project No. COS-PW-11-01, FAA AIP Project No. 3-40-0088-015-2011 OAC Project No. SNL-12-FS.

v. Traffic Commission Board Recommendation

A. Discussion of meeting cancellation policy

STAFF RECOMMENDATION: Staff recommends discussion of necessity of instituting meeting cancellation policy

BOARD RECOMMENDATION: No policy necessary, process will suffice as is.

B. Consideration of Staff request to remove 2 stop signs at the intersection of Bradley and Elm, (3way stop, leaving stop sign on Elm, removing only the two on Bradley)

STAFF RECOMMENDATION: Staff recommends stop signs on Bradley at Elm be removed.

BOARD RECOMMENDATION: Board agrees with Staff recommendation to remove stop signs.

C. Consideration of request by Main Street Cycles to remove current parking striping in front of 506 E. Main and replace with motorcycle parking only

STAFF RECOMMENDATION: Staff has no recommendation at this time

BOARD RECOMMENDATION: Board recommends denying request.

A motion was made by Vice Mayor Collier, seconded by Commissioner Sims, to approve the Consent Agenda Items a-h. Motion carried 7-0.

AYE: Collier, Sims, Harrod, Peterson, Winterringer, Smith, Stephens

NAY: None

AGENDA ITEM NO. 3:

Citizens Participation
(A three minute limit per person)
(A twelve minute limit per topic)

Shawnee Chamber of Commerce Chairman Joe Ford spoke regarding the proposed capital improvement projects. Mr. Ford noted that Commissioners had been invited to attend several Chamber Past Presidents' meetings to discuss these capital projects. Mr. Ford stated that it was the Chamber board's opinion that the price of the Regional Sports Park is too large and should be reduced. He further stated that they would like to see the capital projects funded from a ten-year ½ cent sales tax, and not through ad valorem taxes.

Mr. Jim Collard questioned whether the lake dams had been checked after the recent earthquakes in the area. City Manager Brian McDougal responded that all three dams had been checked and no problems were detected.

AGENDA ITEM NO. 4:

Mayor's Proclamation:
"National American Indian Heritage Month"
November 2011

Judith Michener accepted the Mayor's Proclamation for "National American Indian Heritage Month" presented by Mayor Peterson.

AGENDA ITEM NO. 5:

Discussion and possible action concerning
the Billboard Moratorium that was enacted
on October 21, 2002.

A motion was made by Commissioner Sims, seconded by Commissioner Winterringer, to approve staff's recommendation to address this issue with the following hearing schedule: December 7 – Planning Commission review and discussion; January 4 – Planning Commission public hearing; and January 17, 2012 – City Commission consideration and public hearing. Motion Carried 7-0.

AYE: Sims, Winterringer, Smith, Stephens, Harrod, Peterson, Collier
NAY: None

AGENDA ITEM NO. 6:

Consideration of approval of the Golden
Acres Cottages final plat located at 1701 W.
MacArthur. Case #S10-11

Applicant: Marical Brothers Real Estate.

Commissioner Harrod questioned whether the applicant should be proceeding with the building of the project prior to final plat approval. In the absence of the Community Development Director, City Engineer John Krywicki stated that as long as a performance bond is in place, the building permit can be issued.

A motion was made by Commissioner Sims, seconded by Vice Mayor Collier, to approve the Rolling Hills Addition final plat located at 1701 W. MacArthur contingent upon the following condition being met:

1. Prior to recording the Final Plat, copies of all required maintenance bonds, as-built drawings and easements shall be submitted for review and approval by the City Engineer.

Motion carried 6-1.

AYE: Sims, Collier, Winterringer, Smith, Stephens, Peterson

NAY: Harrod

AGENDA ITEM NO. 7:

Consider Acceptance of the 30" Raw Water Transmission Line (Contract No. SMA-09-04) DWSRF Proj. No. P40-1020504-01 and placing Maintenance Bond into effect.

A motion was made by Commissioner Harrod, seconded by Commissioner Sims, to accept the 30" Raw Water Transmission Line (Contract No. SMA-09-04) DWSRF Proj. No. P40-1020504-01 and place the Maintenance Bond into effect. Motion carried 7-0.

AYE: Harrod, Sims, Peterson, Collier, Winterringer, Smith, Stephens

NAY: None

AGENDA ITEM NO. 8:

Consider Acceptance of the Shawnee Twin Lakes Intake Tower Valve Replacement Project (Contract No. SMA-09-05) DWSRF Proj. No. P40-1020504-01 and placing Maintenance Bond into effect.

A motion was made by Commissioner Harrod, seconded by Commissioner Winterringer, to accept the Shawnee Twin Lakes Intake Tower Valve Replacement

Project (Contract No. SMA-09-05) DWSRF Proj. No. P40-1020504-01 and place the Maintenance Bond into effect. Motion carried 7-0.

AYE: Harrod, Winterringer, Smith, Stephens, Sims, Peterson, Collier

NAY: None

AGENDA ITEM NO. 9:

Discussion and possible action on report from subcommittee setting out package for capital improvement projects and funding.

Mayor Peterson spoke regarding the subcommittee's recommendation. Each Commissioner, staff member and news media member had been provided a copy of the recommendations prior to the meeting. The Mayor spoke regarding the projects and costs of each that they wished to submit to the voters. Also included in the recommendations were the approximate \$3.5 million of more immediate projects to be completed at the Expo from the extension of the current bond.

Commission Harrod read the list of projects and amounts out loud and expressed frustration that other Commissioners were not listening to the Chamber of Commerce and their constituents.

Mayor Peterson continued with the recommendations from the subcommittee. She noted that the amount of street improvement dollars has increased to \$13 million. She outlined the specific streets to be included in the project.

City Attorney Mary Ann Karns stated that bond advisers and attorneys were requesting a special call meeting Monday, November 14, 2011 at 1:30 p.m. to determine projects, amounts and funding sources. Commissioner Sims questioned the need for the meeting stating he felt the information provided by the subcommittee should be enough for bond advisers/counsel. Ms. Karns stated that a resolution regarding the \$3.5 Expo improvements was also needed at the November 14th meeting for finalization by the end of the year.

A motion was made by Commissioner Sims, seconded by Vice Mayor Collier, to accept the subcommittee's report and recommendation and move forward with these recommendations to bond counsel. Motion carried 7-0.

AYE: Sims, Collier, Winterringer, Smith, Stephens, Harrod, Peterson

NAY: None

AGENDA ITEM NO. 10:

Discussion and possible action regarding new structure and/or trust for economic development entity.

A motion was made by Commissioner Sims, seconded by Commissioner Stephens, to direct staff to evaluate existing structure of the Shawnee Economic Development Authority, to explore other options, including a trust authority. Motion carried 7-0.

AYE: Sims, Stephens, Harrod, Peterson, Collier, Winterringer, Smith

NAY: None

AGENDA ITEM NO. 11:

Consideration of a resolution regarding Oklahoma Department of Transportation partnering with City of Shawnee on preliminary engineering design study on Kickapoo Street, from Kickapoo Spur to Farrall Street.

A motion was made by Commissioner Harrod, seconded by Commissioner Sims, to approve the Resolution regarding Oklahoma Department of Transportation partnering with City of Shawnee on preliminary engineering design study on Kickapoo Street, from Kickapoo Spur to Farrall Street.

Resolution No. 6415 was introduced and the title read aloud.

A RESOLUTION TO COMPLETE THE PROJECT IMPROVEMENTS FROM THE KICKAPOO SPUR TO FARRALL STREET THROUGH A CONTINUED PARTNERSHIP WITH OKLAHOMA DEPARTMENT OF TRANSPORTATION.

Motion carried 7-0.

AYE: Harrod, Sims, Peterson, Collier, Winterringer, Smith, Stephens

NAY: None

AGENDA ITEM NO. 12:

Consider Bids:

- a. Removal of Snow and Ice From the Streets of the City of Shawnee Proposal (Open)

			Total Cost to operate per hour including labor, maintenance, fuel, tires, etc.	Total Cost to operate per hour including labor, maintenance, fuel, tires, etc.	Total Cost to operate per hour including labor, maintenance, fuel, tires, etc.	Total Cost to operate per hour including labor, maintenance, fuel, tires, etc.
Proposal From	Equipment and Operators	Number of Operator and Equipment Units Available	8am to 5 pm Monday through Friday	5pm to 8am Monday through Friday	Saturdays And Sundays	Holidays
C-P Integrated Services, Oklahoma City, OK	Truck with 8 foot snow plow, salt spreader, and Operator	3	\$165.00	\$165.00	\$165.00	\$165.00
BDC Homes, Shawnee, OK	Skid Steer Loader, 10 foot; snow plow; & operator	1	\$125.00	\$125.00	\$125.00	\$135.00

Emergency Management Director Don Lynch read the bids into the record and requested that the bid award be deferred to the next meeting to allow staff to review and check references.

A motion was made by Commissioner Harrod, seconded by Commissioner Winterringer, to defer the bid award to the November 21, 2011 City Commission meeting. Motion carried 7-0.

AYE: Harrod, Winterringer, Smith, Stephens, Sims, Peterson, Collier
NAY: None

- b. Rebuild One (1) Primary Clarifier and one (1) Intermediate Clarifier (Open)

BIDDER

AMOUNT

J.S. Haren Company
Athens, TN

\$211,000.00

DPS Equipment Services, Inc. Byron, IL	\$117,700.00
BRB Contractors Inc. Topeka, KS	\$244,090.00
Wynn Construction Co. Inc. Oklahoma City, OK	\$214,000.00

Utility Director Jim Bierd read the bids into the record and requested that the bid award be deferred to the next meeting to allow staff to review and check references.

A motion was made by Commissioner Sims, seconded by Commissioner Stephens, to defer the bid award to the November 21, 2011 City Commission meeting. Motion carried 7-0.

AYE: Sims, Stephens, Harrod, Peterson, Collier, Winterringer, Smith
NAY: None

c. Tapping Machine, Valve Insertion Equipment (Award)

Utility Director Jim Bierd announced that two bids were received and after review and consideration it was their recommendation to award the bid to Hydra Stop of Alsip, Illinois in the amount of \$37,519.00.

A motion was made by Commissioner Harrod, seconded by Commissioner Sims, to accept staff's recommendation and award the bid to Hydra Stop in the amount of \$37,519.00. Motion carried 7-0.

AYE: Harrod, Sims, Peterson, Collier, Winterringer, Smith, Stephens
NAY: None

d. Biosolids Land Application Apparatus (Award)

Utility Director Jim Bierd announced that one bid was received and after review and consideration it was their recommendation to award the bid to Mardell Bottles/Quality Truck & Equipment Co. of Bloomington, Illinois in the amount of \$304,341.00.

A motion was made by Commissioner Sims, seconded by Commissioner Winterringer, to accept staff's recommendation and award the bid to Mardell Bottles/Quality Truck & Equipment Co. in the amount of \$304,341.00. Motion carried 7-0.

AYE: Sims, Winterringer, Smith, Stephens, Harrod, Peterson, Collier

NAY: None

e. Safe Routes to School Infrastructure Project COS-PW-11-02 (Open)

City Engineer John Krywicki announced that eight bids were received and after review and consideration it was their recommendation to award the bid to Parathon Construction LLC of Edmond, OK in the amount of \$87,352.50.

A motion was made by Commissioner Harrod, seconded by Vice Mayor Collier, to accept staff's recommendation and award the bid to Parathon Construction LLC in the amount of \$87,352.50. Motion carried 7-0.

AYE: Harrod, Collier, Winterringer, Smith, Stephens, Sims, Peterson

NAY: None

AGENDA ITEM NO. 13:

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. 14:

Administrative Reports

Emergency Management Director Don Lynch reported on the recent earthquakes and aftershocks that have affected the area. Mr. Lynch stated that one spire had fallen, one spire had partially collapsed and the other two spires were badly cracked at on the Administration building at St. Gregory's University. He further stated that Neal's Home Furnishings in downtown Shawnee had sustained damages as well as four city residences. Crews have inspected structures owned by the City of Shawnee and determined that the water plant and both sewer treatment plants sustained damage. As stated earlier, all three dams were walked by crews and no damage was found. Mr. Lynch stated that the Emergency Management website now contains information on earthquake preparedness.

City Manager Brian McDougal provided information regarding his recent trip to San Antonio to attend the International Council of Shopping Centers conference. This conference is retail based with cities being able to speak to retail vendors about locating outlets in their cities. The City of Shawnee shared a booth with other Oklahoma vendors at this Texas based conference.

AGENDA ITEM NO. 17:

Commissioners Comments

Commissioner Harrod asked about the ownership of the land being used by the Expo Center. Mary Ann Karns stated that the City owns everything except a tract of land owned by the Shawnee Municipal Authority. She has asked the Engineering Department to develop a legal description of the property in question so that the appropriate deeds can be prepared and executed.

Commissioner Harrod further explained that his “aye” vote regarding the capital improvement items does not mean that he agrees with the projects/amounts/funding being presented.

Mayor Peterson stated that an oversight committee will be developed once the capital projects are approved.

AGENDA ITEM NO. 18:

Adjournment

There being no further business to be considered, a motion was made by Commissioner Sims, seconded by Commissioner Winterringer, that the meeting be adjourned. Motion carried 7-0. (7:28 p.m.)

AYE: Sims, Winterringer, Smith, Stephens, Harrod, Peterson, Collier

NAY: None

LINDA PETERSON, MAYOR

ATTEST:

PHYLLIS LOFTIS, CITY CLERK

BOARD OF CITY COMMISSIONERS
CITY OF SHAWNEE
SPECIAL CALLED SESSION
NOVEMBER 14, 2011

The Board of City Commissioners met in Special Called Session at the City Commission Chambers at City Hall, 16 West 9th Street, Shawnee, Oklahoma, Monday, November 14, 2011 at 1:30 p.m., pursuant to notice duly posted as prescribed by law. Mayor Peterson presided and called the meeting to order. Upon roll call, the following members were in attendance.

Linda Peterson

Chairman

Absent

Commissioner Ward 1

Frank Sims

Vice Mayor

James Harrod

Commissioner Ward 3

Billy Collier

Commissioner Ward 4

John Winterringer

Commissioner Ward 5

Steve Smith

Commissioner Ward 6

Commissioner(s) absent: Pam Stephens

Others in attendance were City Manager Brian McDougal, City Clerk Phyllis Loftis, Senior Deputy City Clerk Donna Mayo, Finance Director/Treasurer Cynthia Sementelli, City Attorney Mary Ann Karns, Justin Erickson, Mike Jackson, John Krywicki, Russell Frantz, Steve Nolen, Jimmy Gibson and James Bryce. The media was represented by Kory Oswald, Shawnee News Star and Wayne Trotter, Countywide News.

The Call for said meeting was entered upon the records by the City Clerk, said Call being as follows:

NOTICE OF A CALLED SPECIAL SESSION OF THE BOARD OF CITY
COMMISSIONERS OF THE CITY OF SHAWNEE, OKLAHOMA

TO THE CITY COMMISSION OF THE CITY OF SHAWNEE, OKLAHOMA:

You and each of you are hereby notified that by virtue of a call issued by me on this 10th day of November, 2011, a Special Called Session will be held of the Board of Commissioners of the City of Shawnee, Oklahoma at the City Commission Chambers at City Hall, 16 West 9th Street, Shawnee, Oklahoma at 1:30 p.m. on November 14, 2011, and you are hereby notified to be present at said meeting.

The purpose of said meeting will be discussion, consideration and action on recommendations from bond counsel and financial advisors for the method of funding capital improvement projects as approved November 7, 2011; and discussion, consideration and action regarding the issuance of private placement note, setting the sum, itemizing and prioritizing the projects, authorizing staff and financial advisors to negotiate terms with lending institutions.

(SEAL)

ATTEST:

s/s Phyllis Loftis
PHYLLIS LOFTIS
CITY CLERK

s/s Brian McDougal
BRIAN MCDOUGAL
CITY MANAGER

STATE OF OKLAHOMA, COUNTY OF POTTAWATOMIE, SS.

I received this notice on the 10th day of November, 2011 at 1:09 o'clock p.m., and executed the same by delivering a true and correct copy thereof to each of the Commissioners of the City of Shawnee, Oklahoma as follows:

I delivered a true and correct copy to Mayor Linda Peterson
via e-mail at 1:09 o'clock p.m. on November 10, 2011 but no response was received

I delivered a true and correct copy to Commissioner Frank Sims
via e-mail at 7:56 o'clock a.m. on November 11, 2011

I delivered a true and correct copy to Commissioner John Winterringer
via e-mail at 8:35 o'clock p.m. on November 11, 2011

I delivered a true and correct copy to Commissioner Steve Smith
via e-mail at 1:09 o'clock p.m. on November 10, 2011 but no response was received

I delivered a true and correct copy to Commissioner James Harrod

via e-mail at 7:57 o'clock a.m. on November 11, 2011

I delivered a true and correct copy to Commissioner Pam Stephens

via e-mail at 1:51 o'clock p.m. on November 10, 2011

I delivered a true and correct copy to Commissioner Billy Collier

via e-mail at 1:09 o'clock p.m. on November 10, 2011 but no response was received

s/s Phyllis Loftis

City Clerk

CALL FOR SPECIAL SESSION OF THE SHAWNEE BOARD OF CITY COMMISSIONERS OF THE CITY OF SHAWNEE, OKLAHOMA TO BE HELD ON THE 14TH DAY OF NOVEMBER, 2011 AT 1:30 O'CLOCK P.M. AT THE CITY COMMISSION CHAMBERS AT CITY HALL, 16 WEST 9TH STREET, SHAWNEE, OKLAHOMA. THE PURPOSE OF SAID MEETING WILL BE DISCUSSION, CONSIDERATION AND ACTION ON RECOMMENDATIONS FROM BOND COUNSEL AND FINANCIAL ADVISORS FOR THE METHOD OF FUNDING CAPITAL IMPROVEMENT PROJECTS AS APPROVED NOVEMBER 7, 2011; AND DISCUSSION, CONSIDERATION AND ACTION REGARDING THE ISSUANCE OF PRIVATE PLACEMENT NOTE, SETTING THE SUM, ITEMIZING AND PRIORITIZING THE PROJECTS, AUTHORIZING STAFF AND FINANCIAL ADVISORS TO NEGOTIATE TERMS WITH LENDING INSTITUTIONS.

By virtue of the authority vested in me by Section 4, Article IV of the Charter of the City of Shawnee, Oklahoma, a Special Session of the Board of City Commissioners of the City of Shawnee, Oklahoma is hereby called to meet at the City Commission Chambers at City Hall, 16 West 9th Street, Shawnee, Oklahoma at 1:30 p.m. on November 14, 2011 for discussion, consideration and action on recommendations from Bond Counsel and Financial advisors for the method of funding capital improvement projects as approved November 7, 2011; and Discussion, consideration and action regarding the issuance of private placement note, setting the sum, itemizing and prioritizing the projects, authorizing staff and financial advisors to negotiate terms with lending institutions.

Witness my hand this 10th day of November, 2011.

s/s Brian McDougal

BRIAN MCDUGAL

CITY MANAGER

(SEAL)

ATTEST:

s/s Phyllis Loftis

PHYLLIS LOFTIS, CITY CLERK

CALL TO ORDER:

DECLARATION OF A QUORUM

Roll was called with six Commissioners present and a quorum was declared.

AGENDA ITEM NO. 1:

Discussion, consideration and action on recommendations from Bond Counsel and Financial advisors for the method of funding capital improvement projects as approved November 7, 2011.

City Manager Brian McDougal explained that this meeting was to talk to the bond advisors to discuss projects, amounts and funding sources. The City Manager also provided copies of a proposed ordinance regarding authorizing an election for voters to consider a ½ cent sales tax and for the issuance of general obligation bonds for the completion of capital improvement projects. Commissioners examined these documents at great length prior to discussion with the bond advisors. Commissioners will vote on this ordinance in a future meeting.

Mr. Nathan Ellis of The Public Finance Law Group spoke to the Commission regarding this ordinance and each proposition for capital projects was discussed.

Mr. Chris Gander, also with The Public Finance Law Group, distributed a Financial Analysis and General Obligation Bond Proposal, which included a “net assessed property valuation” graph and projected property taxes through the year 2019.

Mr. Allan Brooks spoke regarding the proposed city excise tax (sales tax) increase stating that, if approved, it would become effective July 1, 2012 and continue through June 30, 2022.

Commissioner Harrod again stated his opposition to the projects, proposed amounts and funding terms.

Commissioner Smith said it was time to let the city bosses (voters) decide on the issues.

A motion was made by Commissioner Sims, seconded by Vice Mayor Collier, to instruct the bond advisors to continue to finalize documents along the lines of the documents presented at this meeting. Motion carried 6-0.

AYE: Sims, Collier, Winterringer, Smith, Harrod, Peterson

NAY: None

AGENDA ITEM NO. 2:

Discussion, consideration and action regarding the issuance of private placement note, setting the sum, itemizing and prioritizing the projects, authorizing staff and financial advisors to negotiate terms with lending institutions.

City Manager McDougal presented this item and explained third penny short term note and provided a spread sheet showing the projects, their original costs, the amount of any additional funds to help with the project and their net estimated costs. The project list is as follows:

Project	Original	Extra	Total
Expo Parking Lot	\$1,300,000.00	\$200,000.00	\$1,100,000.00
Expo RV Electrical	\$ 500,000.00		500,000.00
Expo Comfort Stations	\$ 250,000.00		250,000.00
Library Roof	\$ 250,000.00		250,000.00
Airport Track	\$ 400,000.00		400,000.00
Cemetery Building	\$ 500,000.00		500,000.00
Squad One Apparatus	\$ 465,000.00	\$265,000.00	200,000.00
	\$3,715,000.00		\$3,250,000.00

It was noted that Pottawatomie County Home Finance Authority has donated approximately \$59,000 toward the Expo Parking lot and that Pottawatomie County will also help finance.

It was agreed by Commissioners that priority should be given to the first three items on the project list.

Mr. McDougal and Allan Brooks informed Commissioners of another option to consider. Mr. Brooks noted that there are five years left on bonds for the north

side sewer plant improvements. Bond experts advise that these could be refinanced at the much lower rate of 2¼ percent. It was further noted that after refinancing the original OWRB loan and paying transaction costs would provide a \$38,000 savings to the City/SMA.

A motion was made by Commissioner Smith, seconded by Commissioner Harrod, to approve \$3,250,000.00 placement note and to include refinancing of OWRB loan all as one Shawnee Municipal Authority note. Motion carried 6-0.

AYE: Smith, Harrod, Peterson, Collier, Winterringer, Sims

NAY: None

AGENDA ITEM NO. 3:

ADJOURNMENT

There being no further business to come before the meeting, a motion was made by Commissioner Sims, seconded by Commissioner Winterringer, that the meeting be adjourned. Motion carried 6-0. (2:35 p.m.)

AYE: Sims, Winterringer, Smith, Harrod, Peterson, Collier

NAY: None

LINDA PETERSON,
MAYOR

(SEAL)

ATTEST:

PHYLLIS LOFTIS,
CITY CLERK

Regular Board of Commissioners

2. c.

Meeting Date: 11/21/2011

Budget Amendment SMA

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Budget Amendment SMA – Rollover from previous year on 30 inch water line

Attachments

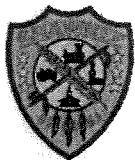
Budget Amendment

001

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
501	3001			FUND BALANCE	1,764,239.00	(18,000.00)	1,746,239.00
							-
							-
				Total		(18,000.00)	1,746,239.00

[illegible]

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



CITY OF SHAWNEE
 16 W 9TH St / PO BOX 1848
 SHAWNEE OK 74802-1848
 (405) 878-1652 or (405) 878-1611
 www.ShawneeOK.org

PURCHASE ORDER

PO NUMBER: 11-2521

Page: 1

This PO Number must appear on all invoices and correspondence

Vendor# 01-1190

Req # 1040923

Issue Date: 3/09/2011

Vendor:

PRIMARY STRUCTURE INC

1225 E SEWARD ROAD

GUTHRIE, OK 73044-8827

Phone: (405) 260-0823

Fax : (405) 260-1803

Ship To:

PUBLIC WORKS ADMINISTRATIO
 111 S KICKAPOO
 SHAWNEE OK 74801

UNITS	DESCRIPTION	G/L ACCOUNT	UNIT PRICE	TOTAL PRICE
30'	RAW WATER LINE	501-5-0860-5431 110 1030-06	0.00	10,000.00
	SMA 09-04 30" rw water transmission line air vac vaults for 30" raw water line project			

Bal 8118⁰⁰

ACCOUNTING COPY

TERMS AND CONDITIONS

Purchaser is exempt from Federal and Stat Tax. EIN #: 73-6005424

State law requires the vendor to furnish an itemized invoice which states the vendor's name and address, a clear description of each item purchased, its unit price, the number or volume of each item, its total price, the total amount of the purchase and the date of the purchase.

For purchases of \$1,000 or more a notarized non-collusion affidavit must accompany the invoice.

Show Purchase Order Number on all documents.

Enclose Packing Slip with each shipment.

Mail Invoices to: **CITY OF SHAWNEE**
PO BOX 1848

POP3-S10 v2.4 09/2009 SWN SHAWNEE OK 74802-1848



TOTAL

10,000.00

CITY OF SHAWNEE

AUTHORIZED BY

[Signature]

Authorized Signature



CITY OF SHAWNEE
 16 W 9TH St / PO BOX 1848
 SHAWNEE OK 74802-1848
 (405) 878-1652 or (405) 878-1611
 www.ShawneeOK.org

PURCHASE ORDER

PO NUMBER: 11-1118

Page: 1

This PO Number must appear on all invoices and correspondence

Vendor# 01-2151

Req # 1039393

Issue Date: 10/12/2010

Vendor:

GRIFFIN PIPE PRODUCTS COMP
 DIVISION OF AMSTED INDUSTRIES
 1400 OPUS PLACE SUITE 700
 DOWNERS GROVE, IL 60515

Phone: (630) 719-6500

Fax : (630) 719-2252

Ship To:

ENGINEERING DEPT
 222 NORTH BROADWAY
 SHAWNEE OK 74801

UNITS	DESCRIPTION	G/L ACCOUNT	UNIT PRICE	TOTAL PRICE
30	IN WATER LINE PIPE	501-5-0860-5431 110 1030-06	0.00	4,000,000.00
30	IN WATER LINE PIPE	501-5-0860-5431 110 1030-06	0.00	0.00
	PIPE FOR THE 30 INCH RAW WATER TRANSMISSION LINE PROJECT			
	CONTRACT # SMA-09-04			

1030-05

Roll over
 Bal ~~272017.67~~
 239560.11

ACCOUNTING COPY

TERMS AND CONDITIONS

Purchaser is exempt from Federal and Stat Tax. EIN #: 73-6005424

State law requires the vendor to furnish an itemized invoice which states the vendor's name and address, a clear description of each item purchased, its unit price, the number or volume of each item, its total price, the total amount of the purchase and the date of the purchase.

For purchases of \$1,000 or more a notarized non-collusion affidavit must accompany the invoice.

Show Purchase Order Number on all documents.

Enclose Packing Slip with each shipment.

Mail Invoices to: CITY OF SHAWNEE
 PO BOX 1848

POP3-S10 v2.4 09/2009 SWN SHAWNEE OK 74802-1848

TOTAL

4,000,000.00

CITY OF SHAWNEE

AUTHORIZED BY

Authorized Signature



Regular Board of Commissioners

2. d.

Meeting Date: 11/21/2011

Board/Committee Minutes and Reports

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Acknowledge the following minutes and reports:

- Beautification Committee minutes from September 8, 2011
- Airport Advisory Board minutes from September 21, 2011
- License Payment Report October 1-30, 2011
- Project Payment Report October 1-30, 2011

Attachments

Beautification Minutes

Airport Minutes

License Payment Report

Project Payment Report

Mayor
LINDA PETERSON



The City of Shawnee
PO Box 1448
Shawnee Oklahoma 74802-1448
(405) 273-1250 Fax (405) 878-1581
www.ShawneeOK.org

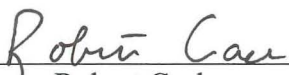
Commissioners
PAM STEPHENS
FRANK SIMS
JAMES HARROD
BILLY COLLIER
JOHN WINTERRINGER
STEVE SMITH

Minutes
Shawnee Beautification Committee
September 8, 2011
The Shawnee Beautification Committee met in the EOC Room
The meeting was called to order at 4:05 pm

Roll Call was taken showing the following members present:

Member	Robert Cash, Chairman
Member	Janet Turner
Member	Tom Terry
Member	Paul Malley
Member	Linda Malley
Absent	James Bryce
Absent	Justin Erickson

-
- AGENDA NO 2** **Roll Call and Declaration of a Quorum.** Roll was called and a quorum was declared.
- AGENDA NO 3** **Approved Minutes for August 2011.** The minutes for August 2011 were approved with a motion made by Tom Terry and 2nd by Linda Malley. The motion carried unanimously.
- AGENDA NO 4** **Discussion of City Wide Beautification Day.** October 15th was discussed as being a City Wide Beautification Day with a possible proclamation.
- AGENDA NO 5** **Old Business.** None.
- AGENDA NO 6** **New Business.** Discussion on how to get citizens young and old involved in Beautification. Discussion on a quarterly or bi-yearly recognition of Beautification efforts.
- AGENDA NO 7** **Comments.** Discussion on property South of the cemetery needing to be cleaned up.
- AGENDA NO 8** **Adjournment.** The meeting adjourned unanimously at 4:55 pm.



Chairman, Robert Cash

11-10-11

Date

MINUTES
AIRPORT ADVISORY BOARD MEETING SEPTEMBER 21, 2011, 5:30 P.M.
TERMINAL BUILDING
2202 AIRPORT DRIVE

ROLL CALL

PRESENT: Mike Adcock, Harmik DerSahakian, Terry Toole, Mike Langley, Bob Weaver

ABSENT: Jack Barrett, Dick Romine

OTHERS PRESENT: Rex Hennen-Assistant Airport Manager, Fred Treiber-Staff, Chris Vandever- New Generation Aviation, Pacer Hill-New Generation Aviation

DECLARATION OF A QUORUM

ITEM ONE: Consider and approve Consent Agenda.
Member Toole requested a Fuel Sales P&L statement for FY2010-2011.

Motion to approve Consent Agenda – Consent agenda approved unanimously.

ITEM TWO: SUB COMMITTEE REPORTS

Business/Events Committee: Member DerSahakian reported that a flight school has been looking at the possibility of locating to Shawnee Regional Airport. Preliminary investigation has been taken place by the potential business. Progress will be reported as more information comes available.

Staff reported that the October 15 “Pilots & Pancakes Fly-in” event planning has progressed well. \$3,000 in sponsorships has been obtained. Still need \$4,500 more to meet the proposed budget for the event. Several board members made sponsorship pledges and also volunteered to request sponsorships from area businesses.

ITEM THREE: CONSIDER REQUEST FROM NEW GENERATION AVIATION TO LEASE THE BODARD HANGAR FOR A START-UP AIRCRAFT MAINTENANCE AND FLIGHT TRAINING OPERATION.

Chris Vandever and Pacer Hill presented a proposal to the board outlining their business plan and proposed customer base for the business. After discussion the board recommended that Mr. Vandever complete the “Application for a Commercial Use Permit for Aeronautical Activities Provided at the Shawnee Municipal Airport” form. The board also directed staff to negotiate a lease agreement with Mr. Vandever and present to the board at the next meeting for action.

ITEM FOUR: DISCUSS REQUEST BY THE CONVENTION VISITORS BUREAU TO PAINT THE “GET AWAY AND PLAY” LOGO ON A HANGAR WALL

Member DerSahakian reported that Gordona Rowell with the CVB requested that the airport consider allowing them to paint their logo on the west wall of the bulk hangar next to the terminal. He also suggested that it may be possible to sell spots on the hangar to local industries to allow them to have their logos painted on the hangar as well. Staff indicated that off-site advertising is prohibited by city code and that in order to allow this practice, special permission from the City Commission or a code change would likely have to take place. The CVB logo would be permitted since it is an entity supported through tax revenue and would be promoting the City of Shawnee as a whole. Member DerSahakian will meet with the CVB to continue the discussion.

ITEM FIVE: CONSIDER FEE SCHEDULE FOR RENTAL OF TERMINAL CONFERENCE ROOM

The board discussed the fee schedule presented by staff and recommended that the schedule be used as a guide for the next 6 months. The board also suggested that staff use their best judgment in regards to the requirement and collection of cleaning deposits.

ITEM SIX: DISCUSS AIRPORT RESTAURANT STATUS

Staff reported that two entities have expressed a serious interest in opening a restaurant at the airport. Staff has requested that each entity prepare a business plan and proposal, by the first week of October, indicating the type of restaurant, anticipated customer base, building needs, etc..., The Business Committee will then be presented the proposals and make a recommendation to the Board as to which entity the airport should work with.

ITEM SEVEN: NEW BUSINESS

Staff passed out a proposed list of pilot supplies from Wing Aero Products, Inc. that the airport could have available for sale to the flying public. The distributor will provide a display case at no cost for the products. The board recommended that staff discuss the logistics of tracking inventory and sales with the City's Finance Department prior to moving forward with this endeavor.

ITEM EIGHT: BOARD COMMENTS

Member DerSahakian expressed concern about runway safety since the removal of Taxiway C.

ITEM NINE: ADJOURNMENT

Board unanimously voted to adjourn meeting 7:23 p.m.

Minutes Approved October 26, 2011

11/02/2011 11:00 AM
LICENSES: THRU ZZZZZZZZZZ

L I C E N S E P A Y M E N T R E P O R T
SORTED BY: CODE

PAGE:
PAYMENT DATES: 10/01/2011 TO 10/31/2011

** FEE CODE TOTALS **

FEE CODE	DESCRIPTION		FEE	===== PAYMENT DISTRIBUTION =====				TOTAL PAI
				PENALTY	TAX	INTEREST		
ALARM	BURGLAR/FIRE ALARM LICENSE	10	250.00CR				250.00	
AUCD	AUCTION LICENSE FEE ONE DAY	3	30.00CR				30.00	
BEER1	BEER CONSUMPTION ON PREMISE	1	20.00CR				20.00	
CONCE	CONCESSION STAND EVENT FEE	2	15.00CR				15.00	
ELEC2	ELECTRICAL CONTRACTOR RENEW	4	300.00CR				300.00	
HUNT2	MIGRATORY FOWL	5	37.50CR				37.50	
LAKE-IN	LAKE LEASE CITY RESIDENT	3	600.00CR				600.00	
LAKE-OUT	LAKE LEASE NON RESIDENT	1	400.00CR				400.00	
LAKELEASE	LAKE LEASE	2	1,224.00CR				1,224.00	
MECH1	MECHANICAL CONTRACTOR INTIAL	3	300.00CR				300.00	
MECH2	MECHANICAL CONTRACTOR RENEW	5	375.00CR				375.00	
MIXER	MIXED BEVERAGE RENEWAL	2	1,800.00CR				1,800.00	
NSF	RETURNED CHECK FEE	1	20.00CR				20.00	
PLUM1	PLUMBING CONTRACTOR INITIAL	2	200.00CR				200.00	
PLUM2	PLUMBING CONTRACTOR RENEW	7	550.00CR				550.00	
RESAL	RESIDENTIAL SALE	165	1,650.00CR				1,650.00	
SIGN	SIGN HANGERS LICENSE FEE	3	225.00CR				225.00	
STORM	STORM CELLAR LICENSE FEE	2	150.00CR				150.00	
TOTAL			8,146.50CR				8,146.50	

11/15/2011 2:50 PM
STATUS: ALL
SEGMENT CODES: All
FEE CODES: All

P R O J E C T P A Y M E N T R E P O R T

PAGE: 4

PROJECTS: THRU ZZZZZZZZZZ
PAYMENT DATES: 10/01/2011 TO 10/31/2011
SORTED BY: PROJECT

** SEGMENT CODE TOTALS **

SEGMENT CODE	DESCRIPTION	TOTAL PAID
B1-NEW	BUILDING CONSTRUCTION NEW	2,496.55CR
B2-ADD	BUILDING CONSTRUCTION ADD	158.68CR
B3-REMODEL	BUILDING CONSTRUCTION REM	3,512.65CR
B4-OTHER	BUILDING CAPORT/SHELTER	1,051.25CR
E3-REMODEL	ELECTRICAL REMODEL/REPAIR	211.50CR
M3-REMODEL	MECHANICAL REMODEL/REPAIR	1,125.50CR
P3-REMODEL	PLUMBING REMODEL	1,225.00CR
P4-WELL	WELL PERMIT	100.00CR
P5-SEPTIC	SEPTIC PERMIT	20.00CR
X-CURBCUT	CURBCUT/DRIVEWAY/SIDEWALK	50.00CR
X-DEMO	DEMOLITION PERMIT	50.00CR
X-PLATFIN	PLAT REVIEW FINAL	668.00CR
X-SIGN	SIGN PERMIT	225.00CR
Z-OCCUP	OCCUPANCY PERMIT	125.00CR
TOTAL		11,019.13CR

11/15/2011 2:50 PM
STATUS: ALL
SEGMENT CODES: All
FEE CODES: All

P R O J E C T P A Y M E N T R E P O R T

PAGE: 5
PROJECTS: THRU ZZZZZZZZZZ
PAYMENT DATES: 10/01/2011 TO 10/31/2011
SORTED BY: PROJECT

** FEE CODE TOTALS **

FEE CODE	DESCRIPTION	TOTAL PAYMENTS	TOTAL PAID
B-BPLANCK	CONSTRUCTION FEE SQ FT	11	891.94CR
B-NEWCON	NEW CONSTRUCTION FEE	10	805.00CR
B-PLANCHK	BUILDING PLAN CHECK FEE	10	227.09CR
B-SQFOOT1	CONSTRUCTION FEE SQ FT	12	3,691.10CR
EREMODEL	RES ELECTRICAL ADD/REMODEL	5	100.00CR
EREMODEL2	COM ELECTRICAL ADD/REMODEL	2	80.00CR
MAIRCOM	AIR CONDITIONING COMMERCIAL	2	150.00CR
MAIRRES	AIR CONDITIONING RESIDENTIAL	16	870.00CR
PMISC	PLUMBING MISC	49	980.00CR
PNSWR4	SEWER TAP FEE	6	600.00CR
PNWTR3/4	WATER TAP/MTR FEE	6	900.00CR
SEPTICFEE	SEPTIC PERMIT FEE	1	20.00CR
SIGN	SIGN PERMIT FEE	8	225.00CR
UBCCFEE	UBCC STATE FEE	98	441.00CR
WELLFEE	WELL PERMIT FEE	1	100.00CR
X-CURBCUT	CURB CUT / DRIVEWAY/SIDEWALK	2	50.00CR
X-DEMO	DEMOLITION PERMIT FEE	1	50.00CR
X-OCCUP	OCCUPANCY PERMIT	5	125.00CR
X-PLATFIN	FINAL PLAT REIVEW FEE	2	668.00CR
ZB-ZONECLR	BUILDING ZONING CLEARANCE	1	5.00CR
ZMBOILERS	BOILERS	1	20.00CR
ZPISSUANCE	ISSUANCE OF EACH PERMIT	1	20.00CR
TOTAL			11,019.13CR

Regular Board of Commissioners

2. e.

Meeting Date: 11/21/2011

Board Appointments

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Acknowledge receipt of applications for board appointments or re-appointments as follows:

Tourism Advisory Committee

Kirit (Kelly) Chandra Re-appointment 2nd term

Nancy Steward-Jackson Appointment 1st term

Shawnee Urban Renewal Authority

Ron Henderson Appointment 1st term

Attachments

CVB Letter

CVB Committee List

CVB Application - Jackson

SURA Application - Henderson



WWW.VISITSHAWNEE.COM

November 10, 2011

Mayor Linda Peterson
City of Shawnee
P.O. Box 1448
Shawnee, OK 74802-1448

Dear Mayor Peterson:

The Tourism Advisory Committee has two mayoral seats that require an appointment and confirmation for 2012.

The first seat is currently held by Kirit (Kelly) Chandra (lodging seat). Mr. Chandra was appointed to fulfill the unexpired term of Bree Browning (lodging seat). Mr. Chandra has been an active participant in Tourism Advisory Committee and continues to represent our lodging industry well. He is eligible and willing to serve a three-year term if reappointed and confirmed. His term would run from January 1, 2011 – December 31, 2013.

The second seat is currently held by Doug Walker, Walker Funeral Services. Mr. Walker is completing his second three-year term as a business leader at-large and is ineligible to serve again until 2013.

Nancy Steward-Jackson, Re-Max, is eligible and willing to serve as a business leader at-large. Mrs. Jackson is a longtime resident, business leader and friend of the Shawnee community. She is well acquainted with the Convention & Visitors Bureau and would bring fresh perspective and leadership to our committee. If appointed and confirmed, Mrs. Jackson's term would also run from January 1, 2011 – December 31, 2013.

The Tourism Advisory Committee respectfully requests the reappointment of Kirit (Kelly) Chandra and appointment of Nancy Steward-Jackson to the Tourism Advisory Committee.

Should you have any questions please feel free to contact me by phone or email. We appreciate your consideration of these recommendations and look forward to a healthy and prosperous 2012.

Sincerely,

A handwritten signature in blue ink that reads "Harvey Valentine".

Harvey Valentine
Tourism Advisory Committee Chairman

Gordona Rowell
Executive Director, SCVB

Shawnee Convention & Visitors Bureau
131 N. Bell, Shawnee, OK 74801
405.275.9780 ~ info@visitshawnee.com



**THE GREATER SHAWNEE AREA CHAMBER OF COMMERCE
CONVENTION AND VISITORS BUREAU
TOURISM ADVISORY COMMITTEE**

Updated November 2011

Name	Industry Represented	Term Length	Status	Term In	Term Out
Kelly Chandra	Lodging	3 years	Appointed-Mayor	01/01/12	12/31/14
Nancy Jackson	Business	3 years	Appointed-Mayor	01/01/12	12/31/14
Harvey Valentine	Food Service	3 years	Appointed-Chamber	01/01/09	12/31/14
Randy Floyd	Retail	3 years	Appointed-Mayor	01/01/10	12/31/12
Dane Pollei <i>Fulfillment of Ginger Mullen term</i>	Attraction	3 years	Appointed-Chamber	01/01/11	12/31/12
Mary Atwood	Business	3 years	Appointed-Chamber	01/01/10	12/31/12
Brad Peltier	Attraction	3 years	Appointed-Mayor	09/01/06	12/31/13
Neal Lindenbaum	Food Service	3 years	Appointed-Chamber	01/01/11	12/31/13
Nancy Keith	Chamber	N/A	Designated by Ordinance (voting)		
Mike Jackson	Expo	N/A	Designated by Ordinance (voting)		
Tim Burg	SEDF	N/A	Designated by Ordinance (voting)		
Brian McDougal	City	N/A	Ex-Officio by Ordinance (non-voting)		
Gordona Rowell	SCVB	N/A	Ex-Officio by Ordinance (non-voting)		

RECOMMENDED EXECUTIVE COMMITTEE:

Harvey Valentine, Chair
Mary Atwood, Vice-Chair
Kelly Chandra
Nancy Keith

CITY OF SHAWNEE



APPLICATION TO SERVE

Boards, Committees, and Commissions

Name:	<u>Nancy Jackson</u>	Application Date:	<u>11/10/11</u>
Address:	<u>27 W. MacArthur Dr</u>		
Mailing Address:	<u>home - 44790 Benson Dr Rd, Shawnee, Ok 74801</u>		
Daytime Phone:	<u>275-9040</u>	Fax:	<u>273-6322</u>
Email:	<u>Nancy @ Nancy Jackson, com</u>		
Profession:	<u>REALTOR</u>		
Business Name:	<u>RE/MAX of Shawnee</u>		
Business Address:	<u>27 W. MacArthur Shawnee 74804</u>		
Business Phone:	Fax:	Email:	

Do you live within the City Limits of the City of Shawnee? Yes or No (please circle)

Do you currently serve on a City board or committee? Yes or No (please circle)

How many years have you lived in Shawnee? 45 yrs - born & raised in Shawnee
left for college & came back in 1985.

Select the Board/Committee/Commission you are interested in serving on: (please check)

- | | |
|---|---|
| ☐ Airport Advisory Board | ☐ Library Board |
| ☐ Beautification Committee | ☐ Oklahoma Baptist University Trust Authority |
| ☐ Board of Adjustment (Zoning) | ☐ Planning Commission |
| ☐ Cable TV Advisory Committee | ☐ Regional Park Oversight Committee |
| ☐ Civic and Cultural Development Authority | ☐ Shawnee Hospital Authority |
| ☐ Community Service Contracts Review Committee | ☐ Shawnee Urban Renewal Authority |
| ☐ Economic Development Foundation, Inc. Board of Trustees | ☒ Tourism Advisory Committee |
| ☐ Housing Authority | ☐ Traffic Commission |
| | ☐ Building Code Board of Appeals |
| | ☐ Other: |

Why are you interested in serving on the Board/Committee/Commission selected above?

I have great pride in my home town - I love
here, raised both my children here. I
feel that the time has come for me to
give back to the city that supports me!

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 own my business & help others make decisions
every day. I have served on many committees
through my work, Kiwanis & Church organizations.
I feel I have very fair negotiating skills &
decision making skills that I could contribute!

I have owned my Real Estate Co. 14 years & have a very great interest in Shawnee's growth.

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

Kuwanis & Church

List education, including degree(s) earned:

Graduate of Dale H.S.
2 years of college.

Have you ever served on a City-appointed board/committee/commission before? If so, which ones and for how long did you serve?

no

Please include up to three personal or professional references:

Name	Relationship	Phone Number
<u>Steve Wallace - ARVEST</u>	<u>Professional</u>	<u>214-1214</u>
<u>Carl Packwood - VISION</u>	<u>"</u>	<u>395-9455</u>
<u>Jane Worthon - SOS</u>	<u>"</u>	<u>323-1118</u>

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 Nancy Jackson Date 11/10/11

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 application form to:

Shawnee City Clerk
PO Box 1448
Shawnee, OK 74802
878-1605 (phone)
878-1581 (fax)
dmayo@ShawneeOK.org

CITY OF SHAWNEE



APPLICATION TO SERVE

Boards, Committees, and Commissions

Name: <u>RON HENDERSON</u>	Application Date: <u>11-15-11</u>
Address: <u>8 NORWICH CT</u>	
Mailing Address: <u>P.O. Box 367</u>	
Daytime Phone: <u>273-8888</u> Fax: <u>275-6473</u> Email: <u>DEMCOPRINTING@GMAIL.COM</u>	
Profession: <u>OWNER</u>	
Business Name: <u>DEMCO PRINTING</u>	
Business Address: <u>226 N. BROADWAY</u>	
Business Phone: <u>273-8888</u> Fax: <u>275-6473</u> Email: <u>DEMCOPRINTING@GMAIL.COM</u>	

Do you live within the City Limits of the City of Shawnee? ☒ Yes or No (please circle)

Do you currently serve on a City board or committee? Yes or ☒ No (please circle)

How many years have you lived in Shawnee? 69

Select the Board/Committee/Commission you are interested in serving on: (please check)

☐ Airport Advisory Board	☐ Library Board
☐ Beautification Committee	☐ Oklahoma Baptist University Trust Authority
☐ Board of Adjustment (Zoning)	☐ Planning Commission
☐ Cable TV Advisory Committee	☐ Regional Park Oversight Committee
☐ Civic and Cultural Development Authority	☐ Shawnee Hospital Authority
☐ Community Service Contracts Review Committee	☒ Shawnee Urban Renewal Authority
☐ Economic Development Foundation, Inc. Board of Trustees	☐ Tourism Advisory Committee
☐ Housing Authority	☐ Traffic Commission
	☐ Building Code Board of Appeals
	☐ Other:

Why are you interested in serving on the Board/Committee/Commission selected above?

There Mission of Providing Affordable Housing

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?

HAVING SERVED BEFORE I AM EXPERIENCED

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

SHAWNEE Chamber of Commerce, SHAWNEE High School / Alumni

List education, including degree(s) earned:

SHAWNEE High School Graduate / OBU Courses
OSU Tech - Graduate

Have you ever served on a City-appointed board/committee/commission before? If so, which ones and for how long did you serve?

SHAWNEE Urban Renewal

Please include up to three personal or professional references:

Name	Relationship	Phone Number
Cheri Clark	BANKER	273-5000
Bill Ford	Friend	273-7000
Mike Zanchy	Business	275-7201

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 [Signature] Date 11-15-11

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 application form to:

Shawnee City Clerk
PO Box 1448
Shawnee, OK 74802
878-1605 (phone)
878-1581 (fax)
dmayo@ShawneeOK.org

Regular Board of Commissioners

2. f.

Meeting Date: 11/21/2011

Refund DC Plan - Young

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Acknowledge Oklahoma Municipal Retirement Fund refund of contributions from the Defined Contribution plan for Jennifer Young.

Regular Board of Commissioners

2. g.

Meeting Date: 11/21/2011

Early Retirement - Woodall

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Approve Oklahoma Municipal Retirement Fund Early Retirement for Brian Woodall.

Regular Board of Commissioners

2. h.

Meeting Date: 11/21/2011

Advertise for Bids 50 amp upgrade Expo Center

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Authorize Expo Center staff to advertise for bids on 50 amp electrical up grade in the RV Park.

Attachments

Expo Electric Upgrade



The Heart of Oklahoma Exposition Center staff is asking authorization to be able to advertise for bidding to begin on the 50 AMP Up Grade in the RV Park-

A handwritten signature in blue ink, appearing to read "Michael Jackson".

Michael Jackson
Operations Manager
Heart of Oklahoma
Exposition Center

Regular Board of Commissioners

2. i.

Meeting Date: 11/21/2011

Advertise for Bids - Remodel Expo Center

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Authorize Expo Center staff to advertise for bids on remodel of four (4) comfort stations located on Expo grounds.

Attachments

Expo Comfort Station Remodel



The Heart of Oklahoma Exposition Center staff is asking authorization to be able to advertise for bidding to begin on the remodel job of the 4 Comfort Stations located on the Expo grounds-

A handwritten signature in blue ink, appearing to read "Michael Jackson".

Michael Jackson
Operations Manager
Heart of Oklahoma
Exposition Center

Regular Board of Commissioners

4.

Meeting Date: 11/21/2011

Employee of the Month

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

City Manager's presentation of Employee of the Month to Brandon Remington, Plant Operator, Water Plant.

Regular Board of Commissioners

5.

Meeting Date: 11/21/2011

Tourism Dollars Structure

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Discussion and possible action regarding new structure and/or trust for tourism dollars.

Regular Board of Commissioners

6.

Meeting Date: 11/21/2011

Kickapoo Tribe Annex

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Consider annexation request by Kickapoo Tribe for purposes of construction of gaming and other facilities and authorize staff to proceed with Notice and Hearing Requirements.

Attachments

Kickapoo Tribe Annexation



City of Shawnee
Community Development Department
222 N. Broadway
Shawnee, OK 74801
(405) 878-1665 Fax (405) 878-1587
www.ShawneeOK.org

MEMORANDUM

AGENDA: November 21, 2011

TO: Shawnee City Commission

FROM: Justin Erickson, Planning Director *JE*

RE: Kickapoo Tribe of Oklahoma Annexation Request

SUMMARY

The Kickapoo Tribe of Oklahoma requests annexation of 59.06 acres into the City of Shawnee. The Annexation is to facilitate construction of proposed gaming facilities which will be constructed in phases over the next few years. Annexation will allow utilization of City services (police, fire, water/sewer, building inspections) and construction is expected to start soon. Although the property is Trust land and the Kickapoo Tribe is sovereign, they have indicated a preference to enter into agreement with the City with respect to police, fire and building inspections, etc.

The property is located northwest of the intersection of MacArthur Street and Acme Road, just east of Highway 177. A map and details from the Kickapoo Tribe are attached.

STAFF REQUEST

Staff requests that the City Commission authorize staff to provide legal notice and advertise for a public hearing to annex 59.06 acres into the City of Shawnee as requested by the Kickapoo Tribe of Oklahoma.

The anticipated timeframe would be as follows:

Staff provides required legal notice(s):	December 4
Public Hearing:	December 19 (regular City Commission meeting)

Attachments



KICKAPOO TRIBE	
ANNEXATION EXHIBIT	
OWNER	—
DESIGNED BY	—
CHECKED BY	—
DATE	10-22-11
SCALE	AS SHOWN
PROJECT NO.	—
SHEET NO.	1

Kickapoo Tribe of Oklahoma

FILED

P.O.Box 70
407 N. Hwy 102
McLoud, Oklahoma 74851

IN THE DISTRICT COURT

OCT 25 2011

Administration Department
Phone: 405-964-4227; Fax: 405-964-4265
Email: kwilson@kickapootribeofoklahoma.com

RESOLUTION

DOCKET PAGE
KICKAPOO TRIBE OF OKLAHOMA
BY Shawnee Amos COURT CLERK
DEPUTY

KTO-2011-102

A RESOLUTION DULY AUTHORIZED BY THE BUSINESS COMMITTEE OF THE KICKAPOO TRIBE OF OKLAHOMA REQUESTING THAT THE CITY OF SHAWNEE, OKLAHOMA, ANNEX A TRACT OF LAND HELD IN TRUST FOR THE KICKAPOO TRIBE OF OKLAHOMA BY THE UNITED STATES FEDERAL GOVERNMENT, TO THE CITY OF SHAWNEE, OKLAHOMA

WHEREAS, the Kickapoo Tribe of Oklahoma is a Federally recognized Native American Tribe organized pursuant to the *Thomas-Rogers Oklahoma Indian Welfare Act of June 26, 1936, (49 Stat. 1967)*; and

WHEREAS, the Business Committee of the Kickapoo Tribe of Oklahoma, in accordance with the *Kickapoo Tribe of Oklahoma Constitution and By-laws, Article V, Section 1 (a)* is authorized to speak and act on behalf of the Tribe; and

WHEREAS, the Kickapoo people, have through a continuation of Kickapoo history, an organized self government, since time immemorial, sovereign powers, inherent in Kickapoo tradition; and

WHEREAS, the Kickapoo Tribe of Oklahoma is interested in pursuing economic development on Tribal land that is held in trust for the Kickapoo Tribe of Oklahoma which is adjacent to the City of Shawnee, Oklahoma; and

WHEREAS, the tract land is herein described as:

Commence at the Mexican Kickapoo 204, 59.06 acres in the SE Section 3, Township 10 North, Range 3 East, I.M., Pottawatomie County, Oklahoma;

and

WHEREAS, annexation of such tract of land within the limits of the City of Shawnee would allow for the provision of certain municipal services to the tract of land that would be beneficial to the City of Shawnee and the Kickapoo Tribe of Oklahoma; and

WHEREAS, annexation of such tract of land to within the limits of the City of Shawnee does not and would not alter the existing jurisdiction of the Kickapoo Tribe of Oklahoma and the State of Oklahoma; and

Gilbert Salazar
APETOKA
CHAIRMAN

Boyd Ponkilla
ADAMIDATA
VICE-CHAIRMAN

Patricia Gonzales
MOKITANOCUA
SECRETARY

Jennell Downs
KISAKODICUA
TREASURER

John Scott
DAKIPOA
COUNCILMAN

RESOLUTION

KTO-2011-102

Page 2

WHEREAS, annexation of such tract land to within the limits of the City of Shawnee does not and would not alter the existing Federal trust status of the land for and on behalf of the Kickapoo Tribe of Oklahoma; and

WHEREAS, the Kickapoo Tribe of Oklahoma, in its capacity as owner of the above described tract of land is requesting that the City of Shawnee, Oklahoma, take such tract of land and annex such tract of land with the City of Shawnee, Oklahoma.

NOW, THEREFORE BE IT RESOLVED, that the Business Committee, for and on behalf of the Kickapoo Tribe of Oklahoma is requesting the City of Shawnee, Oklahoma, annex the following tract of land to the City of Shawnee, Oklahoma:

Commence at the Mexican Kickapoo 204, 59.06 acres in the SE
Section 3, Township 10 North, Range 3 East, I.M., Pottawatomie
County, Oklahoma;

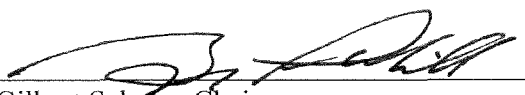
and

BE IT FURTHER RESOLVED, that the annexation of such tract of land would be to the mutual benefit of the City of Shawnee and the Kickapoo Tribe of Oklahoma; and

BE IT FINALLY RESOLVED, that the annexation of the tract would not alter the jurisdiction of the land with regard to the Kickapoo Tribe of Oklahoma and/or the trust status of the land as designated by the U.S. Federal government for the benefit of the Kickapoo Tribe of Oklahoma.

CERTIFICATION

We, Gilbert Salazar, Chairman, and Patricia Gonzales, Secretary, serving in our official duties as officials of the Kickapoo Tribe of Oklahoma Business Committee, do hereby certify that the above Resolution is a true and exact original as authorized by the Business Committee of the Kickapoo Tribe of Oklahoma, at a meeting of the Business Committee, held on October 14, 2011, with a quorum present, and the vote being 4 in favor, 0 opposed, and 1 abstaining.



Gilbert Salazar, Chairman
Business Committee
Kickapoo Tribe of Oklahoma

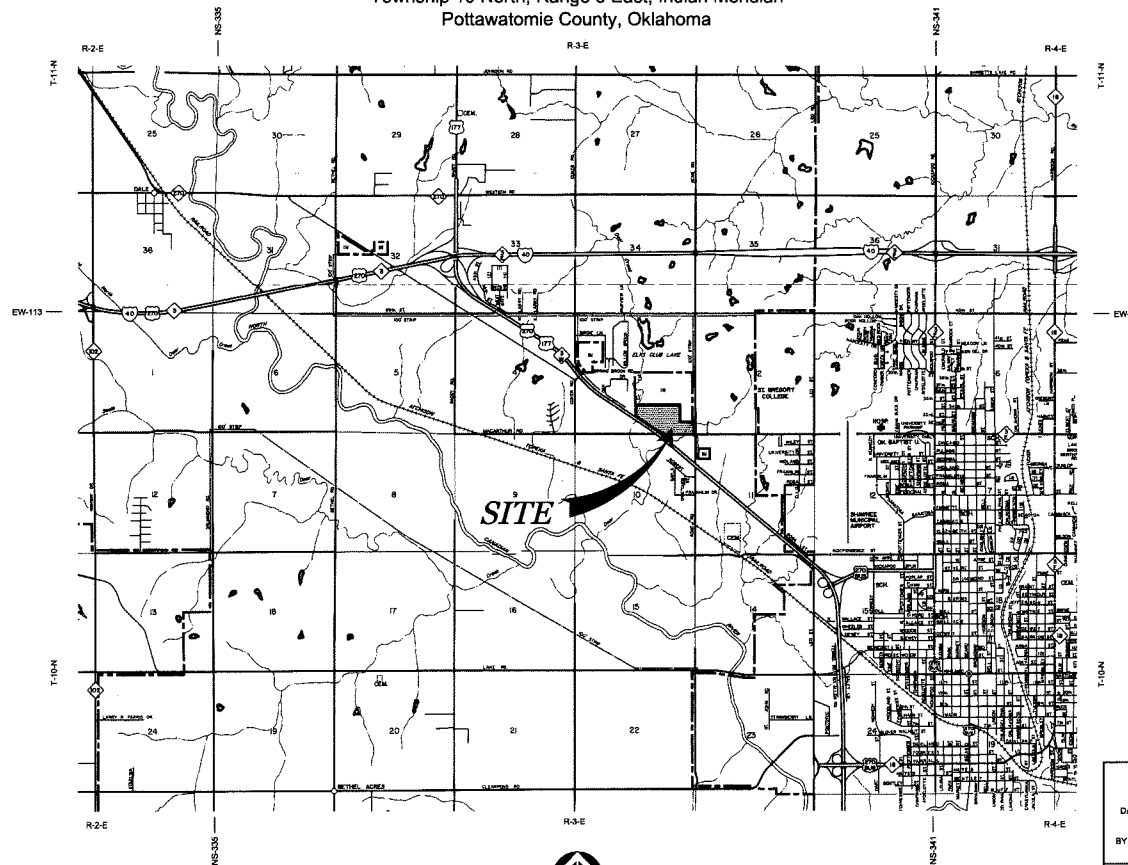
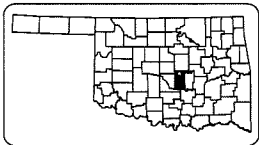


Patricia Gonzales, Secretary
Business Committee
Kickapoo Tribe of Oklahoma

KICKAPOO TRIBE OF OKLAHOMA

PLAN OF PROPOSED GRADING DRAINAGE SURFACING PROJECT

Part of the South Half of the Southeast Quarter of Section 3
Township 10 North, Range 3 East, Indian Meridian
Pottawatomie County, Oklahoma



LEGEND

- 100 --- EXISTING GROUND CONTOURS
- T-10 --- TELECOMM. LINE (UNDERGROUND)
- PETROLEUM PIPELINE
- 0/1 --- ELECTRIC POWER LINE (OVERHEAD)
- FENCE LINE
- GAS LINE
- SANITARY SEWER LINE
- WATER LINE
- RIGHT OF WAY
- ASPHALT SURFACE
- CONCRETE SURFACE
- GRAVEL SURFACE

NOTE: Utilities shown for illustrative purposes only. All utilities should be verified prior to any construction. BEFORE YOU DIG, CALL OKIE ONE CALL AT (800) 522-OKIE OR 811.



The City of Shawnee
PO Box 1448
Shawnee Oklahoma 74802-1448
(405) 273-1250 Fax (405) 878-1581
www.ShawneeOK.org

KICKAPOO TRIBE OF OKLAHOMA
407 N. Hwy. 102 P.O. Box 70
McLoud, OK 74851
(405) 964-4227 (405) 964-4265 fax

INDEX OF SHEETS

1. TITLE SHEET
2. STORMWATER MANAGEMENT PLAN
3. CONSTRUCTION NOTES
4. TYPICAL SECTIONS
5. GENERAL PLAN
6. PROFILE VIEWS

CITY OF SHAWNEE		KICKAPOO TRIBE OF OKLAHOMA	
DATE APPROVED _____		DATE APPROVED _____	
BY _____		BY _____	
	Prepared by BOATMAN ENGINEERING, LLC 371126 U.S. Highway 62 Okemah, Oklahoma 74859 Tel (918) 898-5414 Fax (918) 898-3880 Certificate of Authorization No. 3628 (P.E. Lic.) exp. 6/30/2012 OCT 19, 2011 "This document is preliminary in nature and is not a final, signed and sealed document." BOB M. BOATMAN, P.E. OKLA. LIC. NO. 15638		
	GRADING DRAINAGE SURFACING		
	SHEET NO. 1		

STORM WATER MANAGEMENT PLAN

SITE DESCRIPTION

EROSION AND SEDIMENT CONTROLS

PROJECT LIMITS: CRL001 0+00 to 3+26.76' Lt & Rt; 3+26 to 7+50.350' Lt & 100' Rt
and as necessary to maintain positive drainage. Limit construction activities to maintain the smallest impact possible.

PROJECT DESCRIPTION: Construct 15,380 SF Building Pad and 16,000 SY AC Parking Lot w/ Curb & Gutter,
Grading, Drainage, Surfacing, Striping.

SUGGESTED SEQUENCE OF EROSION CONTROL ACTIVITIES: _____
Prior to initiating soil disturbing activities, the Contractor shall install all perimeter temporary sediment controls specified.
Strip, stockpile and stabilize topsoil. Clear and grub only in necessary areas, preserving as much native vegetation as
possible. Install, maintain and/or move temporary sediment items with construction operations as practical. Upon
completion of grading, replace salvaged topsoil and as directed by the Engineer, plant temporary seeding or install solid
slab sod. Remove devices only after an acceptable vegetative cover (at least 70%) has been attained, or as directed by the
Engineer. As site conditions warrant, the Contractor may choose to modify the type or arrangement of specified practices
to improve their effectiveness as approved by the Engineer. The Contractor will maintain a log of the dates of major soil
disturbance activities, and also the dates of installation and maintenance of erosion control measures.

SOIL TYPE: _____

AREA TO BE DISTURBED: 5.5 AC±

OFFSITE AREA TO BE DISTURBED: _____
(FOR CONTRACTOR USE)

WEIGHTED RUNOFF COEFFICIENT
Before Construction: 0.35
After Construction: 0.35

NAME OF RECEIVING WATERS: UNNAMED TRIBUTARY TO DEER CREEK

NOTE:
THIS SHEET SHOULD BE USED IN CONJUNCTION WITH A DRAINAGE MAP
THAT ILLUSTRATES THE DRAINAGE CHARACTERISTICS AND RECEIVING WATERS
FOR THIS PROJECT. THIS SHEET SHOULD ALSO BE USED WITH THE EROSION
CONTROL SUMMARIES, PAY ITEMS, & NOTES.

SOIL STABILIZATION PRACTICES:

- _____ TEMPORARY SEEDING
- ☒ PERMANENT SODDING, SPRIGGING OR SEEDING
- ☒ VEGETATIVE MULCHING
- _____ SOIL RETENTION BLANKET
- ☒ PRESERVATION OF EXISTING VEGETATION

NOTE: TEMPORARY EROSION CONTROL METHODS MUST BE USED ON
ALL DISTURBED AREAS WHERE CONSTRUCTION ACTIVITIES HAVE CEASED
FOR OVER 14 DAYS. METHODS USED WILL BE AS SHOWN ON PLANS,
OR AS DIRECTED BY THE ENGINEER.

STRUCTURAL PRACTICES:

- ☒ STABILIZED CONSTRUCTION EXIT
- ☒ TEMPORARY SILT FENCE
- ☒ TEMPORARY SILT DIKES
- ☒ TEMPORARY BALE BARRIERS
- _____ DIVERSION, INTERCEPTOR OR PERIMETER DIKES
- ☒ DIVERSION, INTERCEPTOR OR PERIMETER SWALES
- _____ ROCK FILTER DAMS
- _____ TEMPORARY SLOPE DRAIN
- ☒ PAVED DITCH W/ DITCH LINER PROTECTION
- _____ TEMPORARY DIVERSION CHANNELS
- _____ TEMPORARY SEDIMENT BASINS
- _____ TEMPORARY SEDIMENT TRAPS
- _____ TEMPORARY SEDIMENT FILTERS
- ☒ TEMPORARY SEDIMENT REMOVAL
- ☒ RIP RAP
- _____ INLET SEDIMENT FILTER
- _____ TEMPORARY BRUSH SEDIMENT BARRIERS
- _____ SANDBAG BERMS
- _____ TEMPORARY STREAM CROSSINGS

OFFSITE VEHICLE TRACKING:

- _____ HAUL ROADS DAMPENED FOR DUST CONTROL
- ☒ LOADED HAUL TRUCKS TO BE COVERED WITH TARPULIN
- ☒ EXCESS DIRT ON ROAD REMOVED DAILY

NOTES:

THE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR THE FOLLOWING:

MAINTENANCE AND INSPECTION:

ALL EROSION AND SEDIMENT CONTROLS WILL BE MAINTAINED IN GOOD WORKING ORDER FROM
THE BEGINNING OF CONSTRUCTION UNTIL AN ACCEPTABLE VEGETATIVE COVER IS ESTABLISHED.
INSPECTION BY THE CONTRACTOR AND ANY NECESSARY REPAIRS SHALL BE PERFORMED ONCE EVERY
7 CALENDAR DAYS AND WITHIN 24 HOURS AFTER ANY STORM EVENT GREATER THAN 0.5 IN AS
RECORDED BY A NON-FREEZING RAIN GAUGE TO BE LOCATED ON SITE. POTENTIALLY ERODIBLE
AREAS, DRAINAGE WAYS, MATERIAL STORAGE, STRUCTURAL DEVICES, CONSTRUCTION ENTRANCES AND
EXITS ALONG WITH EROSION AND SEDIMENT CONTROL LOCATIONS ARE EXAMPLES OF SITES THAT
NEED TO BE INSPECTED.

WASTE MATERIALS:

PROPER MANAGEMENT AND DISPOSAL OF CONSTRUCTION WASTE MATERIAL IS REQUIRED BY THE
CONTRACTOR. MATERIALS INCLUDE STOCKPILES, SURPLUS, DEBRIS AND ALL OTHER BY-PRODUCTS
FROM THE CONSTRUCTION PROCESS. PRACTICES INCLUDE DISPOSAL, PROPER MATERIALS HANDLING,
SPILL PREVENTION AND CLEANUP MEASURES. CONTROLS AND PRACTICES SHALL MEET THE
REQUIREMENTS OF ALL FEDERAL, STATE AND LOCAL AGENCIES.

HAZARDOUS MATERIALS:

PROPER MANAGEMENT AND DISPOSAL OF HAZARDOUS WASTE MATERIALS IS REQUIRED. THE
CONTRACTOR IS RESPONSIBLE FOR FOLLOWING MANUFACTURER'S RECOMMENDATIONS, STATE AND
FEDERAL REGULATIONS TO ENSURE CORRECT HANDLING, DISPOSAL, SPILL PREVENTION AND CLEANUP
MEASURES. EXAMPLES INCLUDE BUT ARE NOT LIMITED TO: PAINTS, ACIDS, CLEANING SOLVENTS,
CHEMICAL ADDITIVES, CONCRETE CURING COMPOUNDS AND CONTAMINATED SOILS.

GENERAL NOTES:

A STORM WATER POLLUTION PREVENTION PLAN (SWPPP) IS REQUIRED TO COMPLY WITH THE
OKLAHOMA POLLUTION DISCHARGE ELIMINATION SYSTEM (OPDES) REGULATIONS. THIS PLAN IS
INITIATED DURING THE DESIGN PHASE, CONFIRMED IN THE PRE-WORK MEETINGS AND AVAILABLE
ON THE JOB SITE ALONG WITH COPIES OF THE NOTICE OF INTENT (NOI) FORMS THAT HAVE BEEN
FILED WITH THE OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY (ODEQ). THE PLAN MUST
BE KEPT CURRENT WITH UP-TO-DATE AMENDMENTS DURING THE PROGRESSION OF THE PROJECT.
ALL CONTRACTOR OFF-SITE OPERATIONS ASSOCIATED WITH THE PROJECT MUST BE DOCUMENTED
IN THE SWPPP, I.E., BORROW PITS, WORK ROADS, DISPOSAL SITES, ASPHALT/CONCRETE PLANTS, ETC.
THE BASIC GOAL OF STORM WATER MANAGEMENT IS TO IMPROVE WATER QUALITY BY REDUCING
POLLUTANTS IN STORM WATER DISCHARGES. RUNOFF FROM CONSTRUCTION SITES HAS A POTENTIAL
FOR POLLUTION DUE TO EXPOSED SOILS AND THE PRESENCE OF HAZARDOUS MATERIALS USED IN
THE CONSTRUCTION PROCESS. THE PREVENTION OF SOIL EROSION, CONTAINMENT OF HAZARDOUS
MATERIALS AND/OR THE INTERCEPTION OF THESE POLLUTANTS BEFORE LEAVING THE CONSTRUCTION
SITE ARE THE BEST PRACTICES FOR CONTROLLING STORMWATER POLLUTION.

THE FOLLOWING SECTIONS OF THE 2009 ODOT STANDARD SPECIFICATIONS SHOULD BE NOTED:

- 103.05 BONDING REQUIREMENTS
- 104.10 FINAL CLEANING UP
- 104.12 CONTRACTOR'S RESPONSIBILITY FOR WORK
- 104.13 ENVIRONMENTAL PROTECTION
- 106.08 STORAGE AND HANDLING OF MATERIAL
- 107.01 LAWS, RULES AND REGULATIONS TO BE OBSERVED
- 107.20 STORM WATER MANAGEMENT
- 220 MANAGEMENT OF EROSION, SEDIMENTATION AND STORM WATER POLLUTION PREVENTION AND CONTROL
- 221 TEMPORARY SEDIMENT CONTROL

IN ADDITION:

"ODEQ GENERAL PERMIT (OKR10) FOR STORM WATER DISCHARGES FROM CONSTRUCTION ACTIVITIES WITHIN THE
STATE OF OKLAHOMA." ODEQ, WATER QUALITY DIVISION, SEPTEMBER 13, 2007.

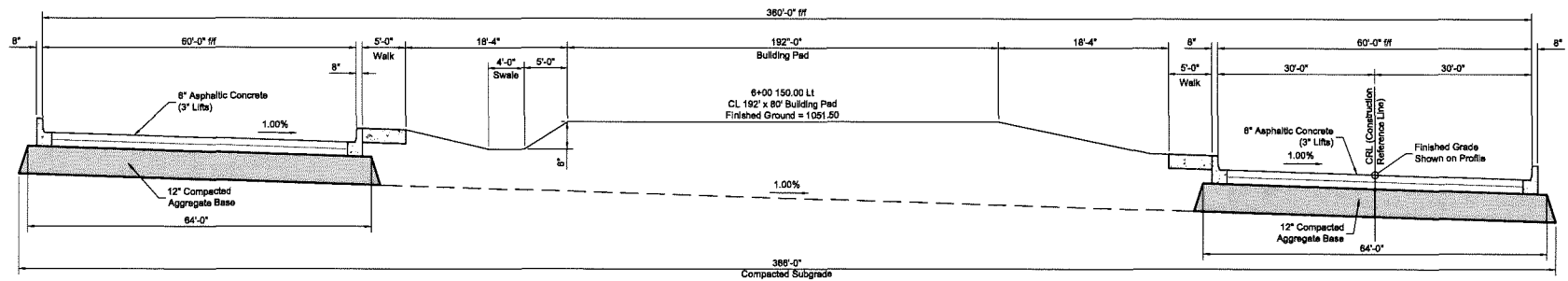
KICKAPOO TRIBE OF OKLAHOMA GRADING DRAINAGE SURFACING

STORMWATER MANAGEMENT PLAN

PRELIMINARY
OCT 19, 2011

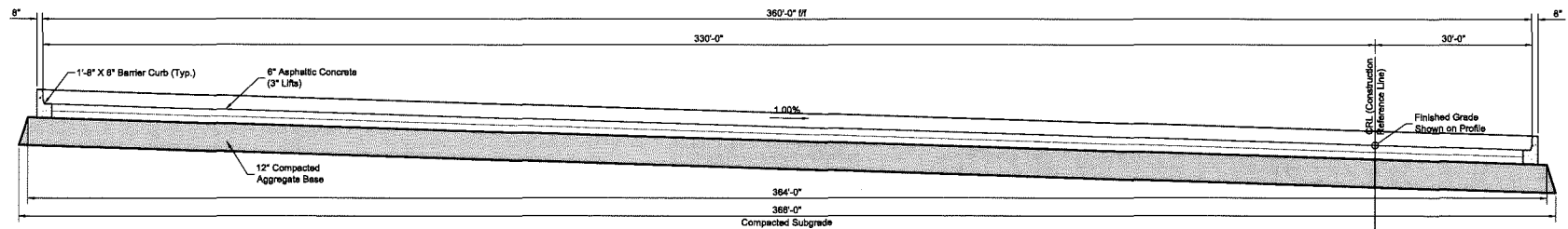
W MACARTHUR RD

SHEET NO. 2

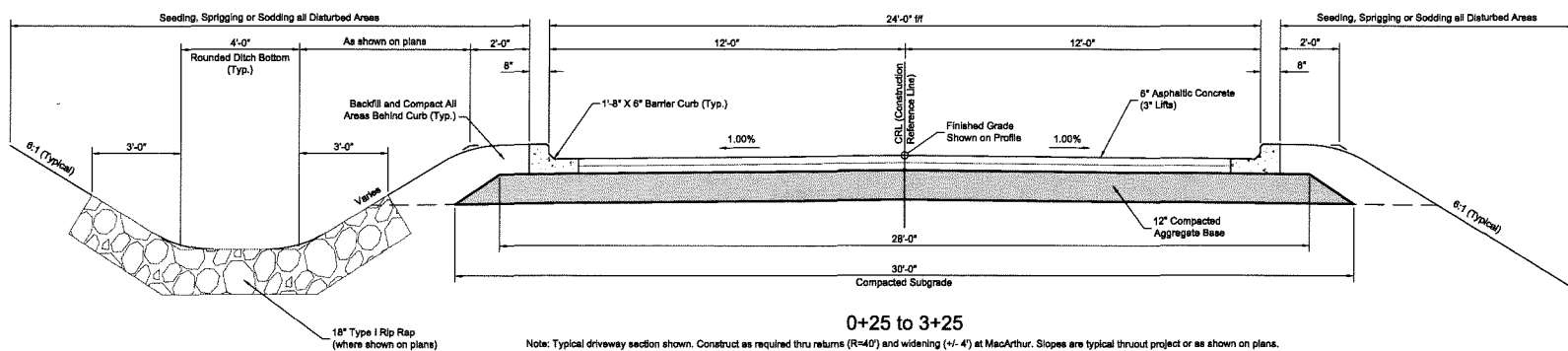


5+60 to 6+40

Note: Grade to drain away from building pad. Minimum slope = 10:1.
Maximum slopes in ADA parking areas must meet requirements.



3+25 to 7+25



0+25 to 3+25

Note: Typical driveway section shown. Construct as required thru returns (R=40') and widening (+/- 4') at MacArthur. Slopes are typical thruout project or as shown on plans.

KICKAPOO TRIBE OF OKLAHOMA

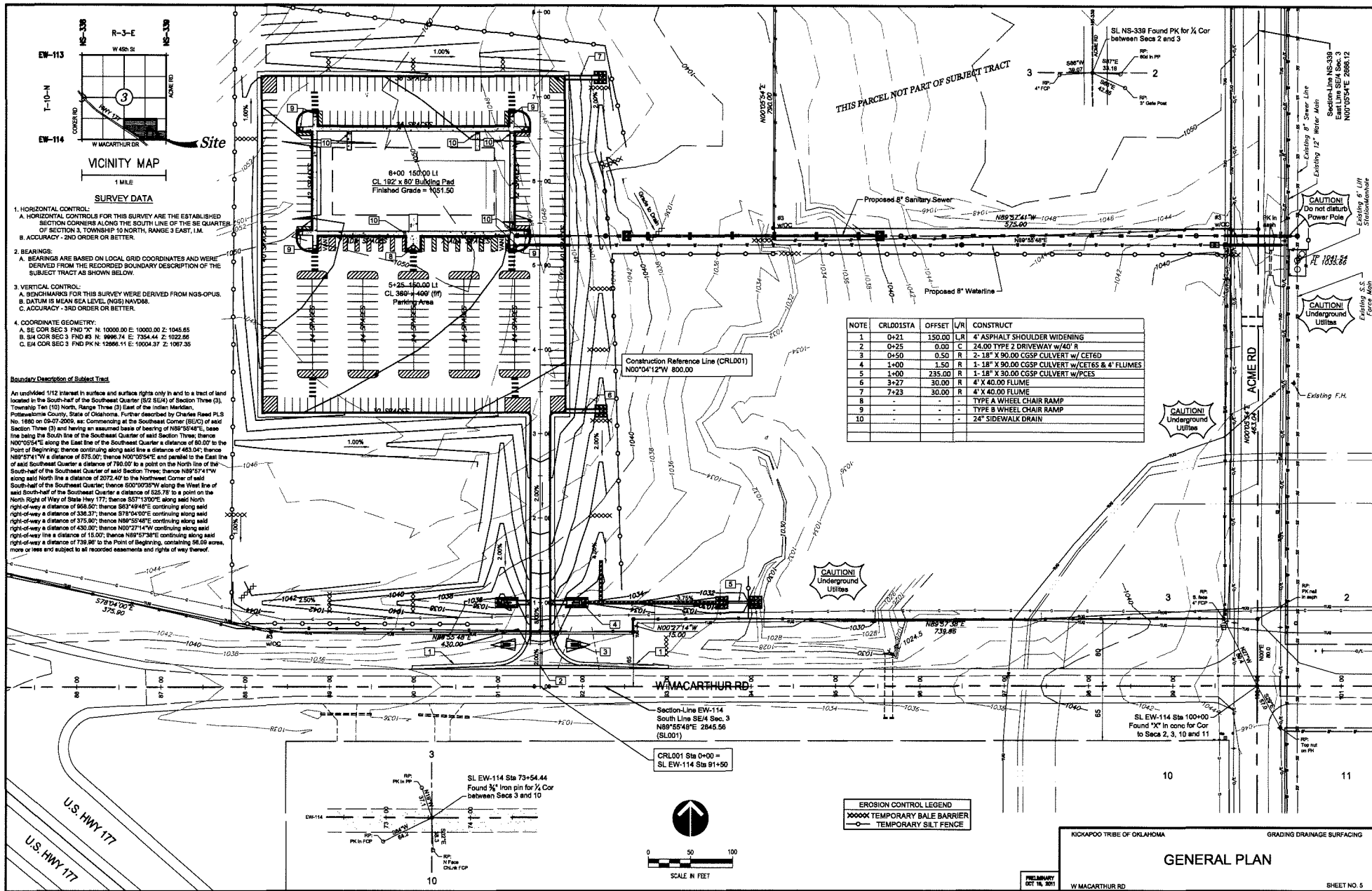
GRADING DRAINAGE SURFACING

TYPICAL SECTIONS

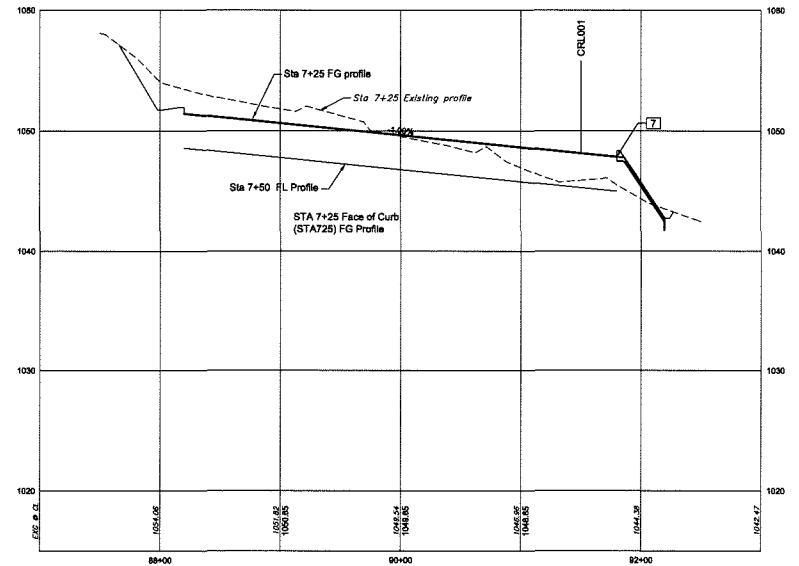
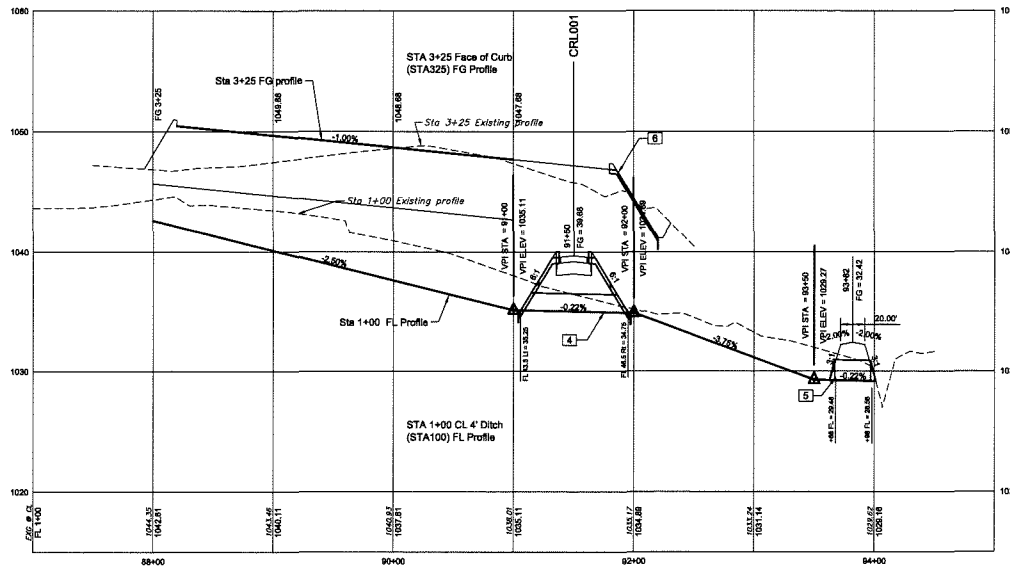
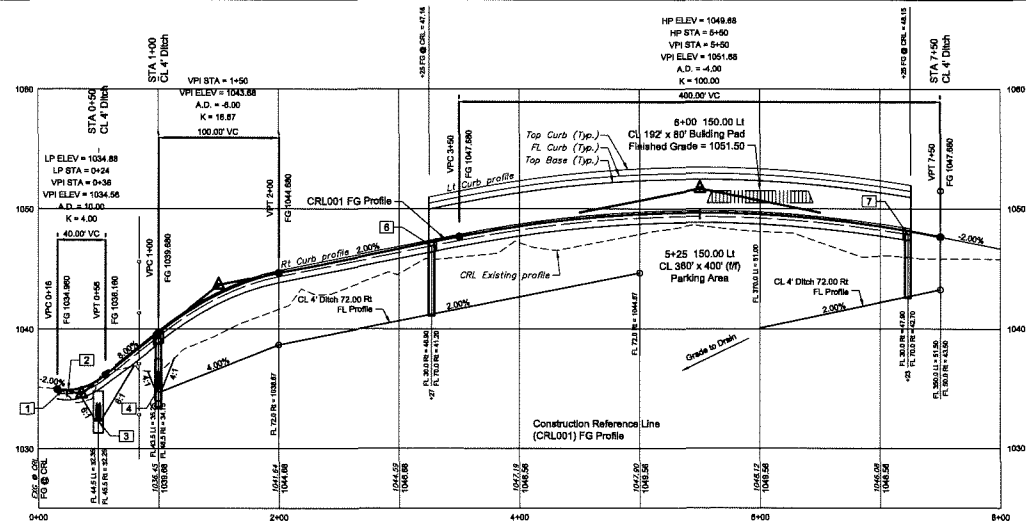
PRELIMINARY
OCT 18, 2011

W MACARTHUR RD

SHEET NO. 4



NOTE	CRL001 STA	OFFSET	L/R	CONSTRUCT
1	0+21	150.00	L/R	4' ASPHALT SHOULDER WIDENING
2	0+25	0.00	C	24.00 TYPE 2 DRIVEWAY w/40' R
3	0+50	0.50	R	2-18" X 90.00 CGSP CULVERT w/CET6D
4	1+00	1.50	R	1-18" X 90.00 CGSP CULVERT w/CET6S & 4' FLUMES
5	1+00	235.00	R	1-18" X 30.00 CGSP CULVERT w/PCES
6	3+27	30.00	R	4' X 40.00 FLUME
7	7+23	30.00	R	4' X 40.00 FLUME
8	-	-	-	TYPE A WHEEL CHAIR RAMP
9	-	-	-	TYPE B WHEEL CHAIR RAMP
10	-	-	-	24" SIDEWALK DRAIN



Regular Board of Commissioners

7.

Meeting Date: 11/21/2011

Sales Tax

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Acknowledge Sales Tax report received November, 2011.

Attachments

Sales Tax

City of Shawnee Memorandum

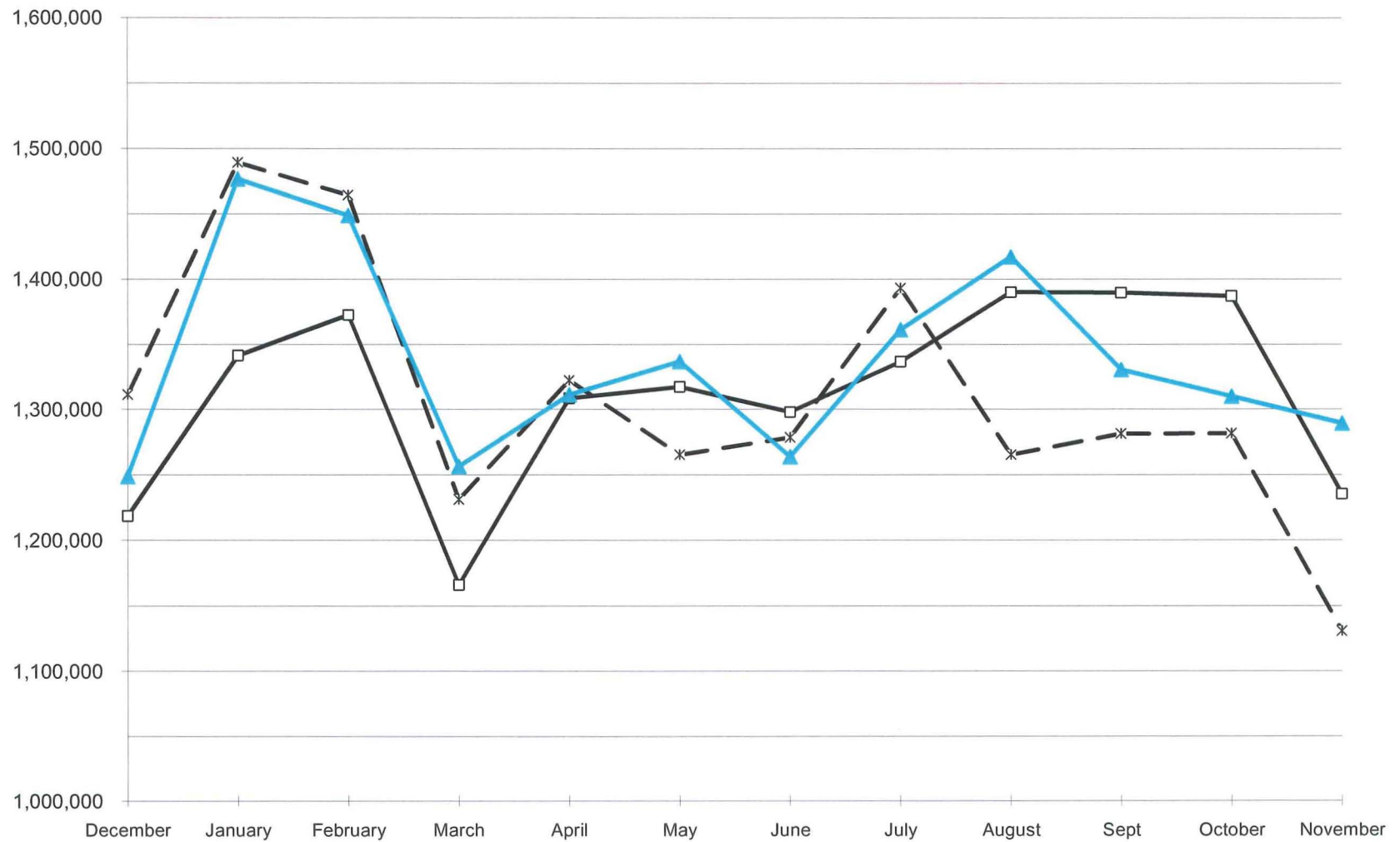
To: Mayor and City Commissioners
CC: Brian McDougal, City Manager
From: Cynthia R Sementelli, Finance Director
Date: November 15, 2011
Re: City Sales Tax Report



November Sales Tax receipts were up \$53,754 or 1.84% compared to last year receipts. The November sales tax amount received plus interest was \$1,289,143 which is approximately down 2.41% compared to the year to date budget amount. Compared to 2008 figures we were up by \$158,492 or 14%.



**CITY OF SHAWNEE
SALES TAX COLLECTIONS
Dec 2008 thru November 2011**



—x— December 2008 through November 2009
—□— December 2009 through November 2010
—▲— December 2010 through November 2011

	December 2008	December 2009	December 2010	Increase (Decrease)	
	through	through	through	Over Prior Year	
Month	November 2009	November 2010	November 2011	Amount	Percentage
December	1,311,389	1,218,404	1,248,649	30,244	2.48%
January	1,489,243	1,341,370	1,476,824	135,453	10.10%
February	1,464,546	1,372,608	1,448,966	76,358	5.56%
March	1,230,951	1,165,927	1,256,430	90,503	7.76%
April	1,322,381	1,308,463	1,311,387	2,924	0.22%
May	1,265,208	1,317,167	1,337,029	19,861	1.51%
June	1,278,401	1,298,026	1,263,777	(34,249)	(2.64%)
July	1,393,065	1,336,599	1,361,273	24,675	1.85%
August	1,265,208	1,390,086	1,417,308	27,222	1.96%
Sept	1,281,234	1,389,702	1,330,420	(59,282)	(4.27%)
October	1,281,416	1,386,987	1,309,924	(77,063)	(5.56%)
November	1,130,651	1,235,390	1,289,143	53,754	4.35%
Total	15,713,694	15,760,728	16,051,129	290,401	1.84%

Period	Prior Year Actual	Current Year Actual	Increase (Decrease) Over Prior Year	
Fiscal Year to Date	6,738,763	6,708,069	(30,694)	(0.46%)

Fiscal Year to Date Budget based on last year actual plus 2%

Period	Current Year Budget	Current Year Actual	Budget Variance Favorable (Unfavorable)	
Fiscal Year to Date	6,873,538	6,708,069	(\$165,469)	(2.41%)

Regular Board of Commissioners

8. a.

Meeting Date: 11/21/2011

Expo Parking Lot

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Expo Parking Lot Improvements COS-PW-11-04 (Open)

Attachments

Bid Open Expo Parking Lot

NOTICE TO BIDDERS

Sealed bids will be received by the City of Shawnee, Oklahoma, City Hall, 16 West 9th – P.O. Box 1448, Shawnee, OK 74802-1448 up to 4:00 p.m., **Monday, November 21, 2011**, for:

BID: CONTRACT NO. COS-PW-11-04 EXPO PARKING LOT IMPROVEMENTS

Bidding Documents, Plans and Specifications are available to qualified bidders at the office of City Engineer, 222 North Broadway, Shawnee, OK 74802-1448. The fee for Plans and Specifications is \$25.00 per contract set and is non-refundable. No documents will be mailed unless the request is accompanied by an additional \$5.00 per set to cover mailing cost. **A Pre-Bid Conference is scheduled for Wednesday, November 9, 2011, at 11:00 a.m. in the Engineering Conference Room, 222 North Broadway, Shawnee, OK.**

Each bid shall be filed in a sealed envelope. On the front of each envelope shall be written the following words to the left of the address:

BID: CONTRACT NO. COS-PW-11-04 EXPO PARKING LOT IMPROVEMENTS NOVEMBER 21, 2011

This project shall include **excavation, roadway surfacing, curb and gutter, storm sewerage, and misc. work.** BIDDERS must obtain Bid Documents directly from the City of Shawnee in order for Bids to be acknowledged. The ORIGINAL COPY of each bid shall be filed with the City Clerk of the City of Shawnee, Oklahoma, together with a sworn anti-collusion affidavit in writing that the bidder has not entered into any agreement, expressed or implied, with any other bidder, or bidders, for the purpose of limiting the bid, or bidders, or parcel out to any bidder, or bidders or any other persons, any part of the contract or subject matter of the bid.

Each BIDDER shall attach to his/her BID filed with the City of Shawnee either a bidder's bond, a certified check, or a cashier's check made payable to the City of Shawnee, in an amount not less than five percent (5%) of the amount of bid as a guarantee of delivery of the service in full compliance with the specifications as issued by the City of Shawnee. Should the successful BIDDER fail to deliver the service in full compliance with the specifications within forty-five (45) days after acceptance of his/her bid, the bidder's bond, certified check or cashier's check deposited with his/her bid will be retained as and for liquidated damages. The deposit of each unsuccessful bidder will be returned when his/her bid is rejected.

The bids filed with the City Clerk will be opened and considered by the Board of Commissioners at a Public Meeting in the City Hall, Shawnee, Oklahoma, at 6:30 p.m., **Monday, November 21, 2011.** The City of Shawnee reserves the right to reject any and all bids.



Phyllis Loftis, City Clerk

CITY OF SHAWNEE, OKLAHOMA
a Municipal Corporation

BY:


Brian McDougal, City Manager

CITY OF SHAWNEE
PLAN HOLDER'S LIST
CONTRACT NO. COS-PW-11-04
EXPO PARKING LOT IMPROVEMENTS

Business Name: B&B Builders
Contact: Cecil Bernard
Address: PO Box 668
Shawnee, OK 74802-0668
Telephone: 997-8106
Fax: 997-5924
Cell: _____
E-Mail: _____
Paid for & Picked Up Specs: 10/20/11

Business Name: DTH Construction
Contact: Todd Haynie
Address: 35603 Moccasin Trl
McCloud, OK
Telephone: 590-1140
Fax: 964-2066
Cell: _____
E-Mail: _____
Paid for & Picked Up Specs: 10/21/11

Business Name: All Roads Paving
Contact: Dave Barnett
Address: 10200 NW 10th
Oklahoma City, OK 73127
Telephone: 577-2944
Fax: _____
Cell: _____
E-Mail: allroadspaving@coxinet.net
Paid for & Picked Up Specs: 10/21/11

Business Name: Howards Excavating
Contact: Howard Marquier
Address: 14000 S. Meridian
Oklahoma City, OK 73173
Telephone: 692-5465
Fax: 692-5466
Cell: _____
E-Mail: howard@howardspaving.com
Paid for & Picked Up Specs: 10/21/11

Business Name: SAC Services, Inc.
Contact: 3600 S. Ross Ave
Address: Oklahoma City, OK

Telephone: 682-4948
Fax: 682-0882
Cell: _____
E-Mail: _____
Paid for & Picked Up Specs: 10/24/11

Business Name: CGC, LLC
Contact: Jimmie Wright
Address: 101 W. 5th Street
Edmond, OK 73003
Telephone: 285-8871
Fax: 285-8872
Cell: 520-0586
E-Mail: jimmie@cgcbuilds.com
Paid for & Picked Up Specs: 10/25/11

Business Name: Rudy Construction
Contact: Phil Pratt
Address: PO Box 14575
Oklahoma City, OK 73113
Telephone: 478-9900
Fax: 478-9901
Cell: 417-1753
E-Mail: pprat@rudyconstruction.com
Paid for & Picked Up Specs: 10/25/11

Business Name: Lamproe Construction
Contact: Dawn
Address: 14747 W. 11th
Sapulpa, OK 74066
Telephone: 918-227-2993
Fax: 918-227-5869
Cell: _____
E-Mail: dawn@lamproeconstruction.com
Paid for & Picked Up Specs: 10/27/11 – mailed out

Business Name: Howard Construction
Contact: Jonathan Howard
Address: 901 S. Spring Lane
Blanchard, OK 73010
Telephone: 473-0422
Fax: 622-3873
Cell: _____
E-Mail: howardjonathan@yahoo.com
Paid for & Picked Up Specs: 11/1/11

Business Name: Nash Construction Co
Contact: Bobby Woodrow
Address: 700 S. Irving
Oklahoma City, OK 73129
Telephone: 672-2792
Fax: 672-1022
Cell: _____
E-Mail: _____
Paid for & Picked Up Specs: 11/03/11

Business Name: Haskell Lemon Construction
Contact: Logan Greve
Address: PO Box 75608
Oklahoma City, OK 73147-0608
Telephone: 947-6069
Fax: 947-6068
Cell: _____
E-Mail: lgreve@haskelllemon.com
Paid for & Picked Up Specs: 11/03/11

Business Name: Rupe Building Co
Contact: Dustin Enterline
Address: 6914 S. Yorktown Ave, Suite 200
Tulsa, OK 74136
Telephone: 918-749-1880
Fax: 918-749-5312
Cell: 918-991-5569
E-Mail: dustin@rupeco.com
Paid for & Picked Up Specs: 11/04/11 – mailed out

Business Name: T J Campbell Construction
Contact: Ray Bates
Address: 6900 S. Sunnyslane
Oklahoma City, OK 73155
Telephone: 672-6768
Fax: 672-9890
Cell: _____
E-Mail: rbates@tjcampbell.com
Paid for & Picked Up Specs: 11/10/11

Business Name: Time Striping
Contact: Brian Becker
Address: PO Box 1236
Van Buren, AR 72957
Telephone: _____
Fax: _____
Cell: 479-719-8780
E-Mail: brian@timestriping.com
Paid for & Picked Up Specs: 11/09/11

Business Name: A-Tech Paving
Contact: Terry Kirk
Address: 7845 N. Robinson Ave, Suite H-2
Oklahoma City, OK 73116
Telephone: 405-418-4741
Fax: 405-418-4743
Cell: _____
E-Mail: tkirk@atechpaving.com
Paid for & Picked Up Specs: 11/09/11

Business Name: Chuck White Construction
Contact: Bryan Little
Address: 1401 Cambridge Ct
Shawnee, OK 74804
Telephone: 202-0461
Fax: _____
Cell: _____
E-Mail: _____
Paid for & Picked Up Specs: 11/07/11

spoke w/ Bryan Little 11/15/11 – will not be bidding, no need to send addendum to him

Business Name: _____
Contact: _____
Address: _____

Telephone: _____
Fax: _____
Cell: _____
E-Mail: _____
Paid for & Picked Up Specs: _____

Business Name: _____
Contact: _____
Address: _____

Telephone: _____
Fax: _____
Cell: _____
E-Mail: _____
Paid for & Picked Up Specs: _____

Regular Board of Commissioners

8. b.

Meeting Date: 11/21/2011

Comm Center Fire Suppression

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Community Center Fire Suppression System (Open)

Attachments

Bid Open Community Center Fire Suppression

NOTICE TO BIDDERS

Sealed bids will be received by the City of Shawnee, 16 W. 9th Street, P. O. Box 1448, Shawnee, Oklahoma, up to 4:00 p.m., Monday, November 21, 2011, for:

Community Center Fire Suppression System

Instructions and bid documents are available to qualified bidders at the City of Shawnee Fairview Cemetery Office located at 1400 N. Center Street, Shawnee, Oklahoma.

Each bid shall be filed in a sealed envelope. On the front of each envelope shall be written the following words to the left of the address:

BID - Community Center Fire Suppression System November 21, 2011

The ORIGINAL bid shall be filed with the City Clerk of the City of Shawnee, together with a sworn non-collusion affidavit in writing that the bidder has not entered into any agreement, expressed or implied, with any other bidder, or bidders, for the purpose of limiting the bid, or bidders or parcel out to any bidder, or bidders or any other persons, any part of the contract or subject matter of the bid.

Bids will be opened and considered by the Board of City Commissioners at a Public Meeting in the City Hall Commission Chambers, Shawnee, Oklahoma, at 6:30 p.m., Monday, November 21, 2011.

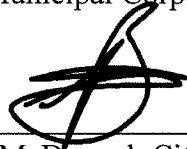
The City of Shawnee reserves the right to reject any or all bids.



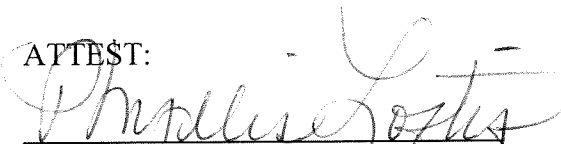
(SEAL)

CITY OF SHAWNEE
A Municipal Corporation

By: _____


Brian E. McDougal, City Manager

ATTEST:


Phyllis Loftis, City Clerk

Bidders List

COMMUNITY CENTER FIRE SUPPRESSION SYSTEM

Superior Fire
2020 Nicklas Ave.
OKC, OK 73128

Control Fire Systems
Clayton White
3920 SW 149th
OKC, OK 73170

Firetrol Protection Systems Inc.
108 NW 132nd St
OKC, OK.

Williams Automatic Sprinkler Co.
136 NE 48th
OKC, OK 73108

Trans American Fire Sprinklers Inc.
4307 Prospect Ave.
OKC, OK 73129-6910

EPlan
eplan@eplanbidding.com
239-0704

Simplex Grinnell
2835 S. Utah Ave.
OKC, OK 73108-1758

Bid News
project@bidnews.com
Selena – 415-2530

Alpine Fire Protection Inc.
759 Industrial Dr.
Yukon, OK 73099-2852

Atomic Services Inc.
2817 S Central Ave.
OKC, OK 73129

Lukinbill Inc.
409 Centennial Blvd.
Edmond, OK 73013

Express Fire Protection Systems Inc.
15500 Air Depot Blvd.
OKC, OK 73165

Oklahoma Vista Fire Sprinklers
Po Box 5564
Washington, OK 73093-9116

Regular Board of Commissioners

8. c.

Meeting Date: 11/21/2011

Snow and Ice Removal

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

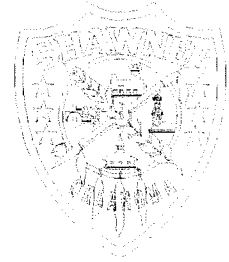
Removal of snow and ice from the streets of the City of Shawnee Proposal (Award)

Attachments

Award Snow and Ice Removal

City of Shawnee Memorandum

To: Honorable Mayor and City Commissioners
Through: Brian McDougal, City Manager
From: Donald D. Lynch, Emergency Management Director
Date: November 16, 2011
Re: RFP for Snow and Ice Removal Assistance



In accordance with your authorization, Staff has reviewed the proposals submitted and found them to be in correct form. Bids were tabulated as follows:

			Total Cost to operate per hour including labor, maintenance, fuel, tires, etc.	Total Cost to operate per hour including labor, maintenance, fuel, tires, etc.	Total Cost to operate per hour including labor, maintenance, fuel, tires, etc.	Total Cost to operate per hour including labor, maintenance, fuel, tires, etc.
Proposal From	Equipment and Operators	Number of Operator and Equipment Units Available	8am to 5 pm Monday through Friday	5pm to 8am Monday through Friday	Saturdays And Sundays	Holidays
CP Integrated Services Oklahoma City, OK	Truck with 8 foot snow plow, salt spreader, and Operator	3	\$165	\$165	\$165	\$185
BDC Homes Shawnee OK	Skid Steer Loader 10 foot Snow Plow And Operator	1	\$125	\$125	\$125	\$135

Staff recommends awarding contracts to both vendors as both of their types of services can be utilized. CP Integrated Services' equipment will be used on the roads and bridges. BDC Homes' equipment would be used to keep access to police, fire, ambulance, and hospital buildings clear.

CITY OF SHAWNEE OKLAHOMA

NOTICE TO PROSPECTIVE CONTRACTORS FOR THE REMOVAL OF SNOW AND ICE FROM THE STREETS OF THE CITY OF SHAWNEE

Notice is hereby given that the City of Shawnee desires to receive proposals for the removal of snow and ice from city streets within the City of Shawnee. The intent of this project is to augment City streets crews.

Prospective contractors may obtain Proposal Documents in the Office of the City Clerk, City Hall Building, 16 W. 9th, Shawnee, Oklahoma 74801, and shall sign the Proposal Documents Receipt List.

A mandatory Pre-Bid Conference is scheduled for 10:00 AM on October 18 at the City Commission Chambers located in Shawnee City Hall, 16 West 9th Street, Shawnee, OK 74801.

Proposals shall be based upon the Plans and Specifications and other documents in the Proposal Documents Package. Proposals will be received in the Office of the City Clerk, 16 W. 9th, Shawnee, Oklahoma 74801, by no later than 4:00 P.M. on Monday, November 7, 2011. All proposals timely received will be opened and reviewed by the City Engineer. The City Engineer reserves the right to recommend that the City Commission of the City of Shawnee reject any or all proposals and to recommend that the Commission waive immaterial defects and irregularities.

The City Engineer may issue addenda as may be necessary in the best interest of the public and the City of Shawnee. Addenda may amend the date and/or time for receipt of proposals or any specification, item, document or requirement in the Proposal Documents

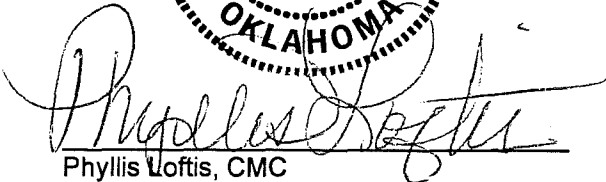
The Point of Contact for this project is Frank Loman, City Street Superintendent who may be reached at telephone number 1-405-650-8602. Contractors are encouraged to visit with the Street Superintendent to obtain all details needed prior to submitting their proposal so that their proposal is complete and total.

The successful contractor shall deliver the executed Contract and the certificates of insurance to the City prior to the commencement of work and shall deliver the executed bonds within ten (10) calendar days following the City's notification of its intent to award Contract, unless that time is extended by the City Engineer.

The Contractor shall use the Proposal Forms and Affidavits provided in the Proposal Documents or photocopies thereof. All forms must be signed and all affidavits sworn to and notarized. All proposals shall be typewritten or legibly printed in ink. Contractor shall file the proposal in a sealed envelope. Each envelope shall bear a legible notation thereon that it is a proposal upon the project proposed.

Attest:

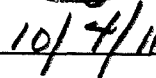



Phyllis Loftis, CMC
City Clerk

Signed: _____


Brian McDougal
City Manager

Date: _____


10/4/11

Bidder's List
Snow & Ice Removal

Bid Packets Mailed to:

Haskell Lemon Construction Co
3800 SW 10th Street
OKC, OK 73147
405-947-6069

Markwell Paving Co
1020 SW 21st Street
OKC, OK 73108
405-634-5353

Schwartz Paving Co
8251 West Reno
OKC, OK 73127
405-789-7203

Shell Construction Co
336 Falcon Dr
OKC, OK 73127
405-495-2063

CP Integrated Services
3800 Beacon Dr
OKC, OK 73179
405-823-2147

Silver Star Construction Co
2401 S Broadway
Moore, OK 73160
405-793-1725

Nash Construction Co
700 South Irving
OKC, OK 73129
405-672-2792

Rudy Construction Co
3101 NE 63rd
OKC, OK 73121
405-478-9900

Shawnee Sand & Select
43008 Benson Park Rd
Shawnee, OK 74801

Gilbert & Sons Trucking
40610 Benson Park Rd
Tecumseh, OK 74873

Michael's Dirty Deeds, LLC
49600 Highway 3E
Earlsboro, OK 74840

Bid Packet Picked up from City Clerk's Office by:

John F. "Jack" Barrett
1210 Gordon Cooper Dr
Shawnee OK 74801
405-273-6217

Regular Board of Commissioners

8. d.

Meeting Date: 11/21/2011

Rebuild Clarifiers

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Rebuild One (1) Primary Clarifier and one (1) Intermediate Clarifier (Award)

Attachments

Award Clarifies SMA

Jim Bied
Director

Donna Uranga
Administrative Assistant
Phone: 405-273-1960
Fax: 405-878-1550



Randy Brock
Deputy Director
405-878-1723

Greg Price
Special Projects Manager
405-878-1662

111 S. Kickapoo, Shawnee, OK 74801

MEMORANDUM

To: City Commission
From: Randy Brock, Deputy Utility Director *RB*
CC: Brian McDougal, City Manager
Date: November 16, 2011
Re: Primary and Intermediate Clarifier

After reviewing the bid, staff recommends awarding the bid for rebuilding (1) Primary Clarifier and (1) Intermediate Clarifier at the Southside Plant to DPS Equipment Services, Inc. for \$117,700. Budgeted amount was \$100,000.

BID TABULATION SHEET

REBUILT ONE (1) PRIMARY CLARIFIER
AND ONE (1) INTERMEDIATE CLARIFIER
CONTRACT NO. CPS-SMA-12-02

NOVEMBER 7, 2011

<u>BIDDER</u>	<u>AMOUNT</u>
<u>J.S. HAREN COMPANY</u> Athens, TN	\$ <u>211,000.00</u>
<u>DPS EQUIPMENT SERVICES, INC.</u> Byron, IL	\$ <u>117,700.00</u>
<u>BRB CONTRACTORS INC</u> Topeka, KS	\$ <u>244,090.00</u>
<u>WYNN CONSTRUCTION CO INC.</u> Oklahoma City, OK	\$ <u>214,000.00</u>

NOTICE TO BIDDERS

Sealed BIDS will be received by the Shawnee Municipal Authority/City of Shawnee, Beneficiary, 16 W. 9th Street, P.O. Box 1448, Shawnee, Oklahoma 74802-1448, until 4:00 p.m., Monday, November 7th, 2011, for:

CONTRACT NO. COS-SMA-12-02

REBUILD ONE (1) PRIMARY CLARIFIER AND ONE (1) INTERMEDIATE CLARIFIER

Instructions and BID documents are available to qualified bidders at the office of the Utility Director, 111 S. Kickapoo, Shawnee, Oklahoma 74801.

A BID FORM will be issued by the Shawnee Municipal Authority/City of Shawnee, Beneficiary. Each BID shall be filed in a sealed envelope. On the front of each envelope shall be written the following words to the left of the address:

BID: CONTRACT NO. COS-SMA-12-02

REBUILD ONE (1) PRIMARY CLARIFIER AND ONE (1) INTERMEDIATE CLARIFIER

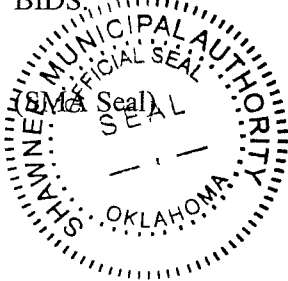
The purpose of this specification is to provide long term protection and improvements to the operation of the Primary and Intermediate Clarifiers by rebuilding the Clarifiers and replacing some of the components with new parts at the Southside Wastewater Treatment Plant. BIDDERS must obtain Bid Documents directly from the Shawnee Municipal Authority /City of Shawnee, Beneficiary in order for Bids to be acknowledged.

The ORIGINAL BID shall be filed with the City Clerk of the City of Shawnee, together with a sworn anti-collusion affidavit in writing that the BIDDER has not entered into any agreement, expressed or implied, with any other bidder, or bidders, for the purpose of limiting the bid, or bidders or parcel out to any bidder, or bidders or any other persons, any part of the contract or subject matter of the bid.

The BIDS filed with the City Clerk will be opened and considered by the Board of City Commissioners at a Public Meeting in the City Hall Commission Chambers, at 16 W. 9th Street, Shawnee, Oklahoma, at 6:30 p.m., Monday, **November 7th, 2011.**

Please call (405) 273-1960 and request for a Bid packet to be mailed to you.

The Shawnee Municipal Authority /City of Shawnee, Beneficiary, reserves the right to reject any or all BIDS.



SHAWNEE MUNICIPAL AUTHORITY
CITY OF SHAWNEE, BENEFICIARY
A MUNICIPAL CORPORATION

By: _____

Brian E. McDougal, General Manager

ATTEST:

Phyllis Loftis
Phyllis Loftis, Authority Secretary

BIDDER LIST
REBUILD PRIMARY & INTERMEDIATE CLARIFIERS

Bid News Construction Reports 5727 S. Garnett Rd, Suite H Tulsa, Ok 74146 Phone: 405-415-2530 Fax: 405-415-2534	
Southwest Construction News Service 2811 NW 36 th Street Oklahoma City, OK 73112 Phone: 405-948-7474 Fax: 405-948-8455	
Reed Construction Data ATTN: Production 30 Technology Pkwy South, Ste 500 Norcross GA 30092	
DPS Equipment Services P.O. Box 509 Byron, IL 61010 Phone: 815-980-8844 Fax: 815-234-8060	
Wynn Construction Company, Inc. 1312 South Walker P. O. Box 26565 Oklahoma City, OK 73126 Phone (405)232-9107 Fax (405)232-5787	
Michael Howard Construction 3202 Key Drive Ardmore, OK 73401-9237	
J.S. Harren 1175 Highway 11 N Athens, TN 37303 Phone (423) 745-5000	