

BOARD OF CITY COMMISSIONERS PROCEEDINGS

NOVEMBER 15, 2021 AT 6:00 P.M.

The Board of City Commissioners of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in Regular Session in the Commission Chambers at City Hall, 16 West 9th Street, Shawnee, Oklahoma on, Monday, November 15, 2021 at 6:00 p.m., pursuant to notice duly posted as prescribed by law at 5:07 p.m. on November 10, 2021. Mayor Bolt presided and Mr. Julian Mercado called the meeting to order. Upon roll call, the following members were in attendance.

Ed Bolt
Mayor

Daniel Matthews
Commissioner Ward 1

Cami Engles
Commissioner Ward 2

Travis Flood
Commissioner Ward 3

Darren Rutherford
Commissioner Ward 4-Vice Mayor

Mark Sehorn
Commissioner Ward 5

Ben Salter
Commissioner Ward 6

ABSENT: None

INVOCATION

Commissioner Flood

FLAG SALUTE

AGENDA ITEM NO. 1:

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

Mr. Rob Morris spoke regarding the Johns Hopkins University Cities of Service Grant.

AGENDA ITEM NO. 2:

Consider approval of Consent Agenda:

- a. Minutes from the November 1, 2021 regular meeting.
- b. Acknowledge the following reports and minutes:
 - License Payment Report for October 2021
 - Project Payment Report for October 2021
 - Traffic Commission Minutes from the August 24, 2021 regular meeting
- c. Renewal of an Agreement with the Housing Authority of the City of Shawnee for Supplemental Police Services.
- d. Approve Change Order No. 1 for the Whittaker Street Rehabilitation Project.
- e. Mayor's Appointments:

Planning Commission

Steve Reese 1st Partial Term Expires: June 1, 2023
Replaces Cami Engles – Resigned

- f. Acknowledge the resignation of Jay Lester from the Planning Commission.
- g. Acknowledge the resignation of Kay Wheeler from the Shawnee Urban Renewal Authority.
- h. Acknowledge the resignation of Steve Reese from the Traffic Commission.
- i. Lake Lease Transfer:

TRANSFER:

Lot 1 Johnston Tract, 16816 Magnino Road

From: Jose and Jennifer Massey

To: Sutton Ryan Petz Irrevocable Trust C/O Jordan Monk Reber, PC
(Correction from the October 4, 2021 City Commission agenda.)

A motion was made by Commissioner Matthews, seconded by Commissioner Sehorn, to approve Consent Agenda Item Nos. 2(a-i). Motion carried 7-0.

AYE: Matthews, Sehorn, Salter, Engles, Flood, Bolt, Rutherford
NAY: None

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

Animal Control Officer Baxley and Officer Spoon introduced Maura, a one-year-old female canine. Maura is available for adoption.

Officer Baxley advised that the Animal Shelter currently has twenty-four dogs and two cats.

AGENDA ITEM NO. 4: Presentation from OG&E Liaison Emily Rothrock-Tate.

OG&E Community Affairs Manager Emily Rothrock-Tate gave a presentation regarding OG&E.

AGENDA ITEM NO. 5: Consideration of a Johns Hopkins University Cities of Service: Love Your Block Grant Agreement for Cash Funding.

Assistant City Manager Jacob Foos explained the City of Shawnee is one of eight communities chosen to participate in a two-year Love Your Block Grant.

A motion was made by Commissioner Flood, seconded by Commissioner Matthews, to approve a Johns Hopkins University Cities of Service: Love Your Block Grant Agreement for Cash Funding. Motion carried 7-0.

AYE: Flood, Matthews, Engles, Bolt, Rutherford, Sehorn, Salter
NAY: None

AGENDA ITEM NO. 6: Consideration of a Johns Hopkins University Cities of Service: Love Your Block Agreement for AmeriCorps VISTA Members.

Assistant City Manager Jacob Foos explained this is a companion item to Agenda Item No. 5. This Agreement will allow the City of Shawnee to utilize AmeriCorps VISTA Members.

A motion was made by Commissioner Matthews, seconded by Commissioner Flood, to approve a Johns Hopkins University Cities of Service: Love Your Block Agreement for AmeriCorps VISTA Members. Motion carried 7-0.

AYE: Matthews, Flood, Bolt, Rutherford, Sehorn, Salter, Engles

NAY: None

AGENDA ITEM NO. 7:

Consideration of an Emergency Solutions Grant Sponsor and Shelter Agreement with Central Oklahoma Community Action Agency.

Assistant City Manager Jacob Foos explained the City has partnered with Central Oklahoma Community Action Agency for the Emergency Solutions Grant and Shelter Agreement.

A motion was made by Commissioner Sehorn, seconded by Commissioner Matthews, to approve an Emergency Solutions Grant Sponsor and Shelter Agreement with Central Oklahoma Community Action Agency. Motion carried 7-0.

AYE: Sehorn, Matthews, Engles, Flood, Bolt, Rutherford, Salter

NAY: None

AGENDA ITEM NO. 8:

Consideration of the following budget amendments for Fiscal Year 2021 – 2022:

- a. Fund 001 General Fund – For position adjustments and cost of living adjustments.
- b. Fund 350 Aquatic Center Fund – For position adjustments and cost of living adjustments.
- c. Fund 701 Library Fund – For position adjustments and cost of living adjustments.

- d. Fund 706 Gifts and Contributions – To fund expenditures for Senior Center Bingo Program using prior year donations.

Human Resources Director Jennifer Greenland explained the proposed budget amendments would adjust the minimum starting rate for approximately 14 positions. Also included in the budget amendments is a 3% cost of living adjustment for most non-union employees within step and grade positions.

A motion was made by Commissioner Matthews, seconded by Commissioner Flood, to approve the budget amendments listed in Agenda Item Nos. 8(a-d). Motion carried 7-0.

AYE: Matthews, Flood, Bolt, Rutherford, Sehorn, Salter, Engles

NAY: None

AGENDA ITEM NO. 9:

Public hearing and consideration of an ordinance to rezone property located at 1404 East 7th Street from R-1 (Single-Family Residential District) to R-2 (Medium Density Residential District) to allow for construction of a duplex or triplex. Case No. RZ07-21, Applicant: Ethan Acock.

Building Inspector Kevin Moore provided a staff report.

Mayor Bolt declared a public hearing in session to consider an ordinance rezoning property located at 1404 East 7th Street from R-1 (Single-Family Residential District) to R-2 (Medium Density Residential District). No one appeared in favor or against said rezoning. The public hearing was closed.

A motion was made by Commissioner Engles, seconded by Commissioner Matthews, to approve an ordinance to rezone property located at 1404 East 7th Street from R-1 (Single-Family Residential District) to R-2 (Medium Density Residential District).

Ordinance No. 2736NS was introduced.

AN ORDINANCE CONCERNING THE ZONING CLASSIFICATION OF THE FOLLOWING DESCRIBED PROPERTY LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA, TO-WIT: COLWELL ADDITION, BLOCK 4, LOTS 4-6, CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA, FROM ZONING CLASSIFICATION FROM R-1 (SINGLE FAMILY RESIDENTIAL DISTRICT) TO R-2 (MEDIUM DENSITY RESIDENTIAL DISTRICT) AND AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SHAWNEE ACCORDINGLY.

Motion carried 7-0.

AYE: Engles, Matthews, Flood, Bolt, Rutherford, Sehorn, Salter
NAY: None

Ordinance No. 2736NS was adopted by the City Commission

AGENDA ITEM NO. 10:

Consider Bids:

a. Independence Street Sidewalk Improvement (Open)

<u>BIDDER</u>		<u>AMOUNT</u>
Tri-City Seal Company Inc. Tuttle, OK	Alternate:	\$732,660.00 \$24,836.00
EMC Services LLC Oklahoma City, OK	Alternate:	\$417,926.00 \$12,851.80
SAC Services, Inc. Oklahoma City, OK	Alternate:	\$520,258.80 No Alternate
Downey Contracting, LLC Oklahoma City, OK	Alternate:	\$557,337.00 \$22,989.00
Rudy Construction Company Oklahoma City, OK	Alternate:	\$496,105.75 \$21,028.50

City Engineer Seth Barkhimer read five (5) bids into record. Mr. Barkhimer requested a short recess to make copies of the bid tabulation.

RECESS CITY COMMISSION MEETING BY THE POWER OF THE CHAIR
(6:48 P.M.)

RECONVENE CITY COMMISSION MEETING BY THE POWER OF THE
CHAIR (6:51 P.M.)

Mr. Barkhimer requested that the bid award be deferred to a future City Commission meeting to allow Staff additional time to review the bids.

A motion was made by Commissioner Sehorn, seconded by Vice Mayor Rutherford, to defer the bid award to a future City Commission meeting. Motion carried 7-0.

AYE: Sehorn, Rutherford, Salter, Matthews, Engles, Flood, Bolt
NAY: None

AGENDA ITEM NO. 11: Acknowledge monthly Sales Tax and Budget Reports.

Assistant Finance Director Jacob Bussell reported sales tax is up \$1,443,866.00, or 16.15%, over the projected budget year-to-date. He stated that use tax collections are up approximately \$244,082.00, or 24.21%, over the projected budget year-to-date.

AGENDA ITEM NO. 12: Administrative Report

- a. Half-cent Sales Tax Projects – Andrea Weckmueller-Behringer, City Manager

City Manager Andrea Weckmueller-Behringer provided an update on the half-cent sales tax collections. In June of 2018, the qualified voters of the City of Shawnee elected to increase sales tax for a period of 10 years to fund public safety, street and road projects, and parks and facilities projects. In December 2018, the Shawnee Municipal Authority was issued a Sales Tax Revenue Note for \$10,000,000.00 to begin construction on earmarked projects. In September 2020, a second Sales Tax Revenue Note was issued for approximately \$16,000,000.00 for additional projects. Ms. Weckmueller-Behringer provided an update on the project process. To date, approximately \$6,400,000.00 has been spent. Quarterly updates will be provided going forward.

AGENDA ITEM NO. 13: New Business (Any matter not known or which could not have been reasonably foreseen prior to the posting of the agenda.)

There was no New Business.

AGENDA ITEM NO. 14:

Commissioners Comments

Commissioner Matthews expressed his appreciation for the City Manager's update. He also stated he hopes the cost of living adjustments can be included in the annual budgets going forward.

Commissioner Engles also thanked the City Manager for her update. She also addressed Mr. Morris' concerns for Citizens Participation.

Commissioner Flood thanked City Staff for their work. He stated the cost of living adjustments should be annual. He commented on the City Manager's update and expressed his excitement for the Downtown Christmas Parade.

Vice Mayor Rutherford explained he recently toured the new Shawnee Police Department. He commented on the City Manager's update and thanked Ms. Emily Rothrock-Tate for her presentation.

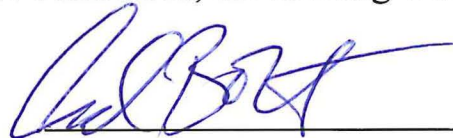
Commissioner Salter expressed his concerns with funds and cautioned against a repeat of budget issues in previous years.

Mayor Bolt stated it was important to shop Shawnee this holiday season. He expressed his appreciation for the City Manager's update and his appreciation for the hiring of a Love Your Block Grant Fellow.

AGENDA ITEM NO. 15:

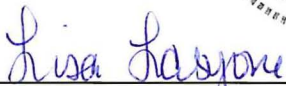
Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (7:21 p.m.)



ED BOLT, MAYOR

ATTEST:



LISA LASYONE, CMC, CITY CLERK