

AGENDA
BOARD OF CITY COMMISSIONERS
November 5, 2012 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 No. 9.
 - b. Minutes from the October 15, 2012 regular meeting.
 - c. Budget Amendment FY2012-2013 2012 CDBG Entitlement Grant Fund
Appropriate 2012 CD BG Entitlement Funds for FY 2012- FY 2013
 - d. Budget Amendment CDBG
To adjust budget for processing fees
 - e. Acknowledge application for Healthy Communities Recertification and Grant.
 - f. Acknowledge the following minutes:
 - Shawnee Civic and Cultural Development Authority minutes from September 20, 2012
 - Traffic Commission minutes from August 28, 2012
 - g. Mayor's appointments:

Traffic Commission

Ms. Rebecca E. Dolan 1st Partial Term Expires 1-01-2014
Replaces Delbert Totty – Resigned

Mr. Larry Smith 1st Partial Term Expires 1-01-2014
Replaces Bill Johnson – Deceased
 - h. Acknowledge Oklahoma Municipal Retirement Fund Normal Retirement for Randy Brock.

- i. Authorize staff to advertise for bids on the Federal Street Bridge Rehab Project (Contract No. COS-PW-12-02)
- j. Acknowledge acceptance of the Expo Parking Lot Improvement Project (Contract No. COS-PW-11-04) and placing maintenance bond into effect.
- k. Acknowledge acceptance of the Kulhbird Lane Hazard Mitigation Project (Contract No. COS-PW-11-09) and placing maintenance bond into effect.
- l. Acknowledge agreement with Excel Auctions, LLC, to auction surplus City property.
- m. Traffic Commission Recommendations from October 23, 2012

BOARD RECOMMENDATIONS TRAFFIC COMMISSION
OCTOBER 23, 2012

A. Consideration of request by Tyler Bridges to replace the regular School Zone signs with Flashing School Zone signs on Walnut Street just West of Pleasant Grove School and on Bryan Street on both the North and South sides of Pleasant Grove School.

STAFF RECOMMENDATION : Staff recommends approval of request. Michael Ludi states staff recommends approval of the light and would like to make the Traffic commission aware of the cost of the sign because it is a significant cost at \$5200 each. Tyler Bridges states the original request is to replace the regular School Zone Sign with a Flashing School Zone Sign on Walnut Street just west of Pleasant Grove School. This is the only one needed. Several incidents have happened in this area. It is a blind hill that is right before the school. People just fly over the hill and do not see the cars stopped for school pickup times. Major concern for safety is on Walnut. Ronald Taffe recommended amending the request to read “ Consideration of request by Tyler Bridges to replace the regular School Zone Sign with a Flashing School Zone Sign on Walnut Street just West of Pleasant Grove School” All agreed to amend the consideration.

BOARD RECOMMENDATION : Board agrees with the Staff recommendation to replace the regular School Zone Sign with a Flashing School Zone Sign on Walnut Street just west of Pleasant Grove School.

- 3. Citizens Participation
 - (A three minute limit per person)
 - (A twelve minute limit per topic)
- 4. Mayor's Proclamations:
 - “Veteran's Day”
November 11, 2012
 - “Becky Emerson Carlberg Day”
November 14, 2012
- 5. A public hearing and consideration of rezoning property located at 204 N. Louisa from C-3; Automotive, Commercial and Recreation to C-4; Central Business with a conditional use permit. Case No. P13-12
(Deferred from the September 17, 2012 meeting)

6. Consideration and possible action on a revised ordinance regarding water and sewer rate structure.
7. Consider a resolution to declare a certain item surplus property and transferring of said item to the Shawnee Civic and Cultural Development Authority.
8. Consider a resolution to declare certain items surplus property and authorizing the sale of said items at auction.
9. Consider Bids:
 - a. Airport Pedestrian Trail Contract COS-PW-12-01 (Open)
10. New Business

(Any matter not known about or which could not have been reasonably foreseen prior to the posting of the agenda)
11. Administrative Reports
12. Commissioners Comments
13. Consider an Executive Session to discuss City Attorney's employment contract pursuant to 25 O.S. §307(B)(1).
14. Consider an Executive Session to discuss City Manager's employment contract pursuant to 25 O.S. §307(B)(1).
15. Consideration and possible action on matters discuss in Executive Session regarding of Wilbanks v. City of Shawnee, Pottawatomie County CJ-2012-000478 pursuant to 25 O.S. §307(B)(4) on the recommendation of counsel that public discussion would impair the ability of the City Attorney to adequately defend the City.
16. Consider matters discussed in Executive Session regarding City Attorney's employment contract pursuant to 25 O.S. §307(B)(1).
17. Consider matters discussed in Executive Session regarding City Manager's employment contract pursuant to 25 O.S. §307(B)(1).
18. Consideration and possible action on matters discuss in Executive Session regarding of Wilbanks v. City of Shawnee, Pottawatomie County CJ-2012-000478 pursuant to 25 O.S. §307(B)(4) on the recommendation of counsel that public discussion would impair the ability of the City Attorney to adequately defend the City.
19. Adjournment

Respectfully submitted

Phyllis Loftis, CMC, City Clerk

The City of Shawnee encourages participation from its citizens in public meetings. If participation is not possible due to a disability, notify the City Clerk, in writing, at least forty-eight hours prior to the scheduled meeting and necessary accommodations will be made. (ADA 28 CFR/36)

Regular Board of Commissioners

2. a.

Meeting Date: 11/05/2012

Bids opened

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 No. 9.

Regular Board of Commissioners

2. b.

Meeting Date: 11/05/2012

Minutes

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Minutes from the October 15, 2012 regular meeting.

Attachments

Minutes

BOARD OF CITY COMMISSIONERS PROCEEDINGS
OCTOBER 15, 2012 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, October 15, 2012 at 6:30 p.m., pursuant to notice duly posted as prescribed by law. Mayor Mainord presided and called the meeting to order. Upon roll call, the following members were in attendance.

Wes Mainord

Mayor

Pam Stephens

Commissioner Ward 1

Linda Agee

Commissioner Ward 2

James Harrod

Commissioner Ward 3-Vice Mayor

Keith Hall

Commissioner Ward 4

John Winterringer

Commissioner Ward 5

Steve Smith

Commissioner Ward 6

ABSENT: None

INVOCATION

The Lord's Prayer

FLAG SALUTE

Lead by Commissioner Keith Hall

AGENDA ITEM NO. 1:

Consider approval of Agenda.

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

AYE: Harrod, Agee, Mainord, Hall, Winterringer, Smith, Stephens

NAY: None

Mayor Mainord recognized Mr. Jim Palinkas who is filling in for City Attorney Mary Ann Karns at tonight's meeting.

AGENDA ITEM NO. 2:

Consider approval of Consent Agenda:

- a. Minutes from the October 1, 2012 regular meeting.
- b. Acknowledge the following minutes and reports:
 - Planning Commission minutes from July 5, 2012 and September 5, 2012
 - Project Payment Report for September 2012
 - License Payment Report for September 2012
- c. Acknowledge Oklahoma Municipal Retirement Fund Normal Retirement for David Pat Cope.
- d. Acknowledge Oklahoma Municipal Retirement Fund Normal Retirement for William (Bill) Jones.
- e. Acknowledge receipt of 6 Motorola 800 MHz radios from the Oklahoma Department of Emergency Management.
- f. Mayor's Appointments:

Planning Commission

David Bergsten – 1st Partial Term Expires 6-01-14
Replaces Carl Holt – Resigned

Airport Advisory Board

Bert Humphrey – 1st Partial Term Expires 7-01-14
Replaces Mike Langley – Termed out

- g. Acceptance of Airport Lift Rehab project and placing maintenance bonds into effect.
- h. Acceptance of the Lakeview Estates water line replacement project and placing maintenance bonds into effect.
- i. Acknowledge audit from Pioneer Library System for fiscal year ending June 30, 2012.

A motion was made by Commissioner Winterringer, seconded by Commissioner Hall, to approve the Consent Agenda Items a-i. Motion carried 7-0.

AYE: Winterringer, Hall, Smith, Stephens, Agee, Harrod, Mainord

NAY: None

AGENDA ITEM NO. 3:

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

There was no Citizens Participation.

AGENDA ITEM NO. 4:

Mayor's Proclamation:

"Family Promise Week"
October 14-20, 2012

Peggy Johnson accepted the Mayor's Proclamation for "Family Promise Week" presented by Mayor Mainord.

"No Texting While Driving Day"
October 16, 2012

Human Resource Director Tammy Johnson accepted the Mayor's Proclamation for "No Texting While Driving Day" presented by Mayor Mainord.

AGENDA ITEM NO. 5:

City Manager's presentation of Employee of the Month to Lisa Lasyone, Deputy City Clerk.

Lisa Lasyone was present to accept the Employee of the Month Certificate presented by City Clerk Phyllis Loftis.

AGENDA ITEM NO. 6:

Public hearing and consider an ordinance to rezone property at 400 West MacArthur from C-1; Neighborhood to C-3; Automotive, Commercial and Recreation. Case No. P14-12 Applicant: Ron Degraffenreid

Mayor Mainord declared a public hearing in session to consider an ordinance rezoning property at 400 West MacArthur from C-1; Neighborhood to C-3; Automotive, Commercial and Recreation. No one appeared to speak in favor/against said rezoning and the public hearing was closed.

After receiving a staff report from Community Development Director Justin Erickson, a motion was made by Vice Mayor Harrod, seconded by Commissioner Hall, to approved the ordinance rezoning property at 400 West MacArthur from C-1; Neighborhood to C-3; Automotive, Commercial and Recreation.

Ordinance No. 2489NS was introduced.

AN ORDINANCE CONCERNING THE ZONING CLASSIFICATION OF THE FOLLOWING DESCRIBED PROPERTY LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF SHAWNEE, OKLAHOMA, TO-WIT LOTS FIFTEEN (15) AND SIXTEEN (16), BLOCK SIX (6), HETTIE A. BROWN'S SUBDIVISION OF BLOCK SIX (6), WYANT'S ADDITION TO THE CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF, REZONING SAID PROPERTY FROM C-1 ; NEIGHBORHOOD COMMERCIAL TO C-3; AUTOMOTIVE, COMMERCIAL & RECREATION DISTRICT; AND AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SHAWNEE ACCORDINGLY.

Motion carried 7-0.

AYE: Harrod, Hall, Winterringer, Smith, Stephens, Agee, Mainord

NAY: None

AGENDA ITEM NO. 7:

Public hearing and consider an ordinance to rezone property at 8331 North Harrison from A-1; Agricultural to I-2; Light Industrial.

Case No. P15-12 Applicant: Clayton Eads

Mayor Mainord declared a public hearing in session to consider an ordinance rezoning property at 8331 North Harrison from A-1; Agricultural to I-2; Light Industrial. Ms. Melissa Mahaffey, one of the owners of the property

appeared to speak in favor of said rezoning. No one else came forward to speak for or against this rezoning and the Mayor closed the public hearing.

Following Mr. Erickson's staff report, a motion was made by Vice Mayor Harrod, seconded by Commissioner Smith, to approve the ordinance rezoning property at 8331 North Harrison from A-1; Agricultural to I-2; Light Industrial.

Ordinance No. 2490NS was introduced.

AN ORDINANCE CONCERNING THE ZONING CLASSIFICATION OF THE FOLLOWING DESCRIBED PROPERTY LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF SHAWNEE, OKLAHOMA, TO-WIT: THE SOUTH HALF OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER (S/2 SW/4 SW/4) OF SECTION SEVENTEEN (17), TOWNSHIP ELEVEN (11) NORTH, RANGE FOUR (4) EAST OF THE INDIAN MERIDIAN, POTAWATOMIE COUNTY, OKLAHOMA, LESS AND EXCEPT A TRACT OF LAND DESCRIBED AS BEGINNING AT THE SOUTHWEST CORNER OF SAID SOUTHWEST QUARTER (SW/4); THENCE N00°01'06" ALONG THE WEST LINE OF SAID SW/4 A DISTANCE OF 658.69 FEET; THENCE N89°24'13" E A DISTANCE OF 113.43 FEET; THENCE S00°03'12" E A DISTANCE OF 420.96 FEET; THENCE S01°15'30" E A DISTANCE OF 237.77 FEET TO A POINT ON THE SOUTH LINE OF SAID SW/4; THENCE S89°25'18" W ALONG SAID SOUTH LINE A DISTANCE OF 118.83 FEET TO THE POINT OF BEGINNING AND LESS AND EXCEPT A TRACT 150 FEET BY 150 FEET IN THE SOUTHWEST CORNER OF SAID TRACT, ACCORDING TO THE RECORDED PLAT THEREOF, REZONING SAID PROPERTY FROM A-1 ; AGRICULTURAL TO I-2; LIGHT INDUSTRIAL; AND AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SHAWNEE ACCORDINGLY.

Motion carried 7-0.

AYE: Harrod, Hall, Winterringer, Smith, Stephens, Agee, Mainord

NAY: None

AGENDA ITEM NO. 8:

Consideration of approval of preliminary plat for North Harrison Street Business

Park located at NE Corner of Highway 18
and Wolverine Road. Case No. S11-12
Applicant: Landes Engineering

A motion was made by Vice Mayor Harrod, seconded to Commissioner Smith, to approve the of preliminary plat for North Harrison Street Business Park located at NE Corner of Highway 18 and Wolverine Road subject to the following conditions:

1. The submitted Final Plat and Improvement Plans shall only indicate lots that are entirely outside of the regulated floodplain.
2. The driveway access on Highway 18 shall be approved by the City Engineer and Oklahoma Department of Transportation.
3. Final improvements plans shall be approved by the City Engineer prior approval of the final plat.
4. Sidewalks shall be installed in accordance with the City's sidewalk ordinance.
5. The building on Phase 1, Lot 3 shall be removed or the eastern property line shall be corrected to prevent the line from dividing the existing structure.
6. All other applicable City standards apply and no variances are hereby approved.

Motion carried 7-0.

AYE: Harrod, Smith, Stephens, Agee, Mainord, Hall, Winterringer

NAY: None

AGENDA ITEM NO. 9:

Public hearing and consideration of an ordinance to rezone property at 3300 North Union from R-1; Residential, Single Family Dwelling to R-3; Multi-Family Dwelling. Case No. P16-12 Applicant: Mike Little Construction *Deferred to November 2012 Planning Commission Meeting at request of applicant.*

A motion was made by Vice Mayor Harrod, seconded by Commissioner Hall to defer action on this item until the November 19, 2012 City Commission meeting.

Motion carried 7-0.

AYE: Harrod, Hall, Winterringer, Smith, Stephens, Agee, Mainord

NAY: None

AGENDA ITEM NO. 10:

Public hearing and consideration of an ordinance to rezone property at 906 East Independence C-1; Neighborhood Commercial to C-3; Automotive, Commercial and Recreation. Case No. P17-12. Applicant: O'Reilly Automotive Stores

Mayor Mainord declared a public hearing in session to consider an ordinance rezoning property at 906 East Independence C-1; Neighborhood Commercial to C-3; Automotive, Commercial and Recreation. No one appeared to speak in favor or against said rezoning and the public hearing was closed.

After the staff report from Mr. Erickson, a motion was made by Commissioner Winterringer, seconded to Commissioner Agee, to approve the ordinance rezoning property at 906 East Independence C-1; Neighborhood Commercial to C-3; Automotive, Commercial and Recreation.

Ordinance No. 2491NS was introduced.

AN ORDINANCE CONCERNING THE ZONING CLASSIFICATION OF THE FOLLOWING DESCRIBED PROPERTY LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF SHAWNEE, OKLAHOMA, TO-WIT: A TRACT OF LAND DESCRIBED AS BEGINNING AT A POINT 198 FEET EAST OF THE SOUTHWEST CORNER OF THE SOUTHWEST QUARTER (SW/4) OF SECTION EIGHT (8), TOWNSHIP TEN (10) NORTH, RANGE FOUR (4) EAST OF THE INDIAN MERIDIAN, POTTAWATOMIE COUNTY, OKLAHOMA; THENCE NORTH 220 FEET; THENCE EAST 66 FEET; THENCE SOUTH 200 FEET; THENCE WEST 66 FEET TO THE POINT OF BEGINNING, ACCORDING TO THE RECORDED PLAT THEREOF, REZONING SAID PROPERTY FROM C-2; NEIGHBORHOOD COMMERCIAL TO C-3; AUTOMOTIVE, COMMERCIAL AND RECREATION; AND AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SHAWNEE ACCORDINGLY.

Motion carried 7-0.

AYE: Winterringer, Agee, Harrod, Mainord, Hall Smith, Stephens
NAY: None

AGENDA ITEM NO. 11: Consideration of approval of final plat for Shawnee Medical Center located at Kethley Road and MacArthur Street. Case No. S12-12 Applicant: Shawnee Real Estate Holdings LLC *Deferred to November 2012 Planning Commission Meeting at request of applicant.*

A motion was made by Vice Mayor Harrod, seconded to Commissioner Hall, to defer the consideration of this item until the November 19, 2012 City Commission meeting. Motion carried 7-0.

AYE: Harrod, Hall, Winterringer, Smith, Stephens, Agee, Mainord
NAY: None

AGENDA ITEM NO. 12: Consideration of approval of preliminary plat for Belmont Park Addition located at Acme Road and MacArthur Street. Case No. S13-12 Applicant: J. Bentley Development LLC

A motion was made by Commissioner Hall, seconded to Commissioner Winterringer, to approve the preliminary plat for Belmont Park Addition located at Acme Road and MacArthur Street subject to the following conditions:

1. Final improvements plans shall be approved by the City Engineer prior to construction.
2. Prior to filing (recording) the final plat, the applicant shall commence with making the required public site improvements in accordance with construction plans approved by the City Engineer or otherwise bond the project in accordance with City code.
3. The Final Plat shall clearly note a total right-of-way width of 50-feet.
4. Sidewalks shall be installed in accordance with the City's sidewalk ordinance.
5. All other applicable City standards apply.

Motion carried 7-0.

AYE: Hall, Winterringer, Stephens, Agee, Harrod, Mainord, Smith
NAY: None

AGENDA ITEM NO. 13:

Consideration of approval of final plat for Belmont Park Addition located at Acme Road and MacArthur Street.

Case No. S14-12 Applicant: J Bentley Development LLC

A motion was made by Commissioner Agee, seconded to Commissioner Smith, to approve the final plat for Belmont Park Addition located at Acme Road and MacArthur Street subject to the following conditions:

1. Final improvements plans shall be approved by the City Engineer prior to construction.
2. Prior to filing (recording) the final plat, the applicant shall commence with making the required public site improvements in accordance with construction plans approved by the City Engineer or otherwise bond the project in accordance with City code.
3. The Final Plat shall clearly note a total right-of-way width of 50-feet.
4. Sidewalks shall be installed in accordance with the City's sidewalk ordinance.
5. All other applicable City standards apply.

Motion carried 7-0.

AYE: Agee, Smith, Stephens, Harrod, Mainord, Hall, Winterringer

NAY: None

AGENDA ITEM NO. 14:

Consider a resolution in support of passage of State Question 764 addressing Oklahoma's water infrastructure needs.

City Manager Brian McDougal explained this State Question which will come before the voters on November 6, 2012. Mr. McDougal stated the passage of this question would allow for the expansion of municipal water and sewer systems. He further added that it would be a good thing for cities, counties and rural water districts.

Resolution No. 6334 was introduced.

SUPPORTING PASSAGE OF STATE QUESTION
764 TO ADDRESS OKLAHOMA'S WATER
INFRASTRUCTURE NEEDS

A motion was made by Commissioner Winterringer, seconded to Commissioner Harrod, to approve a resolution in support of passage of State

Question 764 addressing Oklahoma's water infrastructure needs. Motion carried 7-0.

AYE: Winterringer, Harrod, Mainord, Hall, Smith, Stephens, Agee

NAY: None

AGENDA ITEM NO. 15: Acknowledge Sales Tax report received October, 2012.

Cindy Sementelli, Finance Director/Treasurer, presented information regarding the latest sales tax report from the Oklahoma Tax Commission. Ms. Sementelli reported that sales tax receipts are up \$76,333.00 or 5.86% from the previous year's revenue. She further stated that this year's revenues are above projections.

AGENDA ITEM NO. 16: Consider Bids/Proposals:

- a. Proposal to replace City Hall Phone System (Award)
Request to defer to 2nd meeting in January, 2013

Emergency Management Director Don Lynch announced that seven bids were received and after review and consideration it was staff's recommendation to further study these proposals from the bottom four proposals, contact references and verify the level of quality of the vendors. It may be necessary and possible to actually travel to an installation location to observe the work performed, and to review the proposals and scope of work with the proposers themselves prior to making a recommendation. Staff requests to defer action on this item until the January 22, 2013 City Commission meeting.

A motion was made by Commissioner Smith, seconded by Commissioner Harrod, to accept staff's recommendation and defer action until the January 22, 2013 City Commission meeting. Motion carried 7-0.

AYE: Smith, Harrod, Mainord, Hall, Winterringer, Stephens, Agee

NAY: None

THE CITY COMMISSION DEVIATED FROM THE PRINTED AGENDA TO CONSIDER THE FOLLOWING:

RECESS CITY COMMISSION MEETING BY THE POWER OF THE CHAIR
TO CONVENE THE SHAWNEE MUNICIPAL AUTHORITY AND
SHAWNEE AIRPORT AUTHORITY AT 7:14 P.M.

RECONVENE CITY COMMISSION MEETING BY THE POWER OF THE
CHAIR AT 7:20 P.M.

AGENDA ITEM NO. 17:

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. 18:

Administrative Reports

Fire Chief David Short reported on the city's new Insurance Services
Organization (ISO) rating for the community. Chief Short reported that the Fire
Department, Water Department and Dispatch were all involved in helping reduce
our ISO rating from 4/9 to 3/9. He further stated that out of 1,540 Oklahoma
communities rated, only 6 cities rated better than Shawnee in this regard.

**THE CITY COMMISSION DEVIATED FROM THE PRINTED AGENDA
AND CONSIDERED AGENDA ITEM NO. 20 AND NO. 21 PRIOR TO
AGENDA ITEM NO. 19.**

AGENDA ITEM NO. 20:

Consider an Executive Session to discuss
potential claims, litigation or other options
regarding encroachment into City's utility
service area by other entities as authorized
by 25 O.S. §307(B)(4).

A motion was made by Vice Mayor Harrod, seconded by Commissioner
Winterringer, to enter into Executive Session to discuss potential claims, litigation
or other options regarding encroachment into City's utility service area by other
entities as authorized by 25 O.S. §307(B)(4). Motion carried 7-0.

AYE: Harrod, Winterringer, Stephens, Agee, Mainord, Hall, Smith

NAY: None

COMMISSION ENTERS EXECUTIVE SESSION AT 7:32 P.M.

COMMISSION RETURNS FROM EXECUTIVE SESSION WITH ALL COMMISSIONERS PRESENT AT 7:48 P.M.

AGENDA ITEM NO. 21: Consideration and possible action on matters discussed in Executive Session regarding potential claims, litigation or other options regarding encroachment into City's utility service area by other entities as authorized by 25 O.S. §307(B)(4).

Mayor Mainord announced that there would be no action taken.

AGENDA ITEM NO. 19: Commissioners Comments

Commissioner Agee urged everyone to look at the Family Promise of Shawnee website. She stated she was very impressed with this organization and felt they do a lot of good for local families. They helped 17 area families last year and many more through referrals to other agencies.

Vice Mayor Harrod asked about the status of the 911 center. City Manager McDougal replied that talks were continuing. Mayor Mainord stated that he has met with County Commissioner Melissa Dennis and is optimistic that the 911 center issues can be resolved.

Vice Mayor Harrod also asked for a report regarding the Pool Committee's first meeting. Mayor Mainord and Commissioner Winterringer reported that they are currently working on RFQ's and that Mr. John Ayers was elected chairman. It was also noted that their seconded meeting is scheduled for Wednesday of this week.

Commissioner Winterringer stated that the new doors on the Commission Chamber look nice. He also had questions regarding the water utility payments at the kiosks located in the Homeland Stores. City Clerk Phyllis Loftis stated that since the kiosks were opened in July, each month has shown significant growth in usage. The average weekly amount received from kiosks payments is approximately \$3,000.00. Regarding fees for kiosk use, \$1.00 is charged if customer is paying with cash or check and \$3.50 if paying with MasterCard or Visa.

AGENDA ITEM NO. 22:

Adjournment

There being no further business to be considered, a motion was made by Commissioner Smith, seconded by Commissioner Winterringer, that the meeting be adjourned. Motion carried 7-0. (7:58 p.m.)

AYE: Smith, Winterringer, Stephens, Agee,

NAY: None

WES MAINORD, MAYOR

ATTEST:

PHYLLIS LOFTIS, CMC, CITY CLERK

Regular Board of Commissioners

2. c.

Meeting Date: 11/05/2012

Budget Amend CDGB

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Budget Amendment FY2012-2013 2012 CDBG Entitlement Grant Fund

Appropriate 2012 CD BG Entitlement Funds for FY 2012- FY 2013

Attachments

CDGB Grant

City of Shawnee
Budget Amendment - FY 2012-2013
2012 CDBG Entitlement Grant Fund
November 5, 2012

Estimated Revenue or Fund Balance

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
188	4101	C12		Federal Grant Revenue	-	300,781.00	300,781.00
188	4830	C12		Program Income	-	50,000.00	50,000.00
188	4850	C12		Processing Fees - Legal	-	1,000.00	1,000.00
				Total		351,781.00	

Appropriations

Fund Number	Account Number	Project Code	Line Item	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
188	5.1410.5101	C12	14105101	Admin - Regular Salaries	-	11,877.00	11,877.00
188	5.1410.5102	C12	14105102	Admin - Overtime	-	250.00	250.00
188	5.1410.5104	C12	14105104	Admin - Longevity	-	187.00	187.00
188	5.1410.5111	C12	14105111	Admin - FICA	-	763.00	763.00
188	5.1410.5112	C12	14105112	Admin - Medicare	-	178.00	178.00
188	5.1410.5113	C12	14105113	Admin - Health Insurance	-	966.00	966.00
188	5.1410.5114	C12	14105114	Admin - Life Insurance	-	12.00	12.00
188	5.1410.5115	C12	14105115	Admin - OMRF	-	2,823.00	2,823.00
188	5.1410.5201	C12	14105201	Office & Computer Supplies	-	1,500.00	1,500.00
188	5.1410.5220	C12	14105220	Tools & Minor Equipment	-	50.00	50.00
188	5.1410.5250	C12	14105250	Other Materials & Supplies	-	500.00	500.00
188	5.1410.5303	C12	14105303	Repair & Maintenance-Equipment	-	50.00	50.00
188	5.1410.5304	C12	14105304	Repair & Maintenance-Vehicle	-	400.00	400.00
188	5.1410.5310	C12	14105310	Legal Services	-	100.00	100.00
188	5.1410.5325	C12	14105325	Telephone	-	500.00	500.00
188	5.1410.5328	C12	14105328	Copy Usage	-	1,200.00	1,200.00
188	5.1410.5329	C12	14105329	Postage & Shipping	-	1,700.00	1,700.00
188	5.1410.5339	C12	14105339	Other Contractual Services	-	2,500.00	2,500.00
188	5.1410.5349	C12	14105349	Books & Subscriptions	-	100.00	100.00
188	5.1410.5354	C12	14105354	Printing	-	1,000.00	1,000.00
188	5.1410.5356	C12	14105356	Land & Building Rental	-	11,724.00	11,724.00
188	5.1420.5101	C12	14205101	Rehab - Regular Salaries	-	82,089.00	82,089.00
188	5.1420.5102	C12	14205102	Rehab - Overtime	-	750.00	750.00
188	5.1420.5104	C12	14205104	Rehab - Longevity	-	1,560.00	1,560.00
188	5.1420.5111	C12	14205111	Rehab - FICA	-	6,177.00	6,177.00
188	5.1420.5112	C12	14205112	Rehab - Medicare	-	1,445.00	1,445.00
188	5.1420.5113	C12	14205113	Rehab - Health Insurance	-	9,725.00	9,725.00
188	5.1420.5114	C12	14205114	Rehab - Life Insurance	-	105.00	105.00
188	5.1420.5115	C12	14205115	Rehab - OMRF	-	22,841.00	22,841.00
188	5.1420.5370	C12	14205370	Housing Rehabilitation	-	140,709.00	140,709.00
188	5.1420.5371	C12	14205371	Emergency Rehab Assistance	-	48,000.00	48,000.00
						351,781.00	

Approved by the City Commission this
5th day of November, 2012.

Explanation of Budget Amendment:
Appropriate 2012 CDBG Entitlement Funds for FY 2012 - FY 2013

Approved:

Mayor

Attest:

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

City Clerk

Regular Board of Commissioners

2. d.

Meeting Date: 11/05/2012

Budget Amendment CDGB

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Budget Amendment CDBG

To adjust budget for processing fees

Attachments

CDBG Processing Fee Adjustment

Estimated Revenue or Fund Balance

Appropriations

2012-2013 Fund

Regular Board of Commissioners

2. e.

Meeting Date: 11/05/2012

Grant Application Healthy Communities

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Acknowledge application for Healthy Communities Recertification and Grant.

Attachments

Healthy Communities

City of Shawnee Memorandum

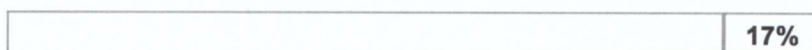
To: Mayor and City Commissioners
CC: Brian McDougal, City Manager
From: James Bryce, Director of Operations
Date: October 30, 2012
Re: Information on Healthy Communities Application



The Healthy Communities recertification application has been submitted to TSET. We should hear within a couple of weeks if we qualify for another grant.

I have included here for your review and understanding the application that was sent and the attachment A information on the three levels of incentives, Basic, Merit, and Excellence. If we qualify for a grant, support documentation has to be gathered and submitted. The attachment A lays out the documentation needed to qualify for each incentive step.

Certified Healthy Communities 2012

[Exit this survey](#)

2012 Certified Healthy Communities Application



COMMUNITY INFORMATION:

Name of city or town:

County Name:

Size of community (Population Size):

- ☐ Rural (Less than 4,300)
- ☐ Small (4,300 to 13,999)
- ☐ Medium (14,000 to 29,999)
- ☒ Large (30,000 to 79,999)
- ☐ Metro (80,000 and over)

Please enter the following information about the PRIMARY CONTACT PERSON for the application:

Primary Contact's Name:

Primary Contact's Title

Certified Healthy Communities 2012

[Exit this survey](#)**Section 1: Tobacco and Alcohol**

Please check all that apply to your community:

Promoting Healthy Lifestyles:

- ☒ All city-owned/operated properties are smoke free indoors (no indoor smoking rooms)
- ☐ All city-owned/operated properties are tobacco free (indoors and outdoors)
- ☒ All city-owned/operated properties are alcohol and drug free (if alcohol is allowed at special events, community must have written policies)
- ☒ Local educational institutions (including primary, secondary and higher education) have adopted policies ensuring "24/7" tobacco*, alcohol and drug free properties

*24/7 tobacco refers to a policy that totally prohibits use of tobacco by students, staff, and visitors.

Controlling the location, number, and density of alcohol and tobacco retail outlets:

- ☒ Community has an ordinance requiring a local license for all retailers of alcohol products
- ☒ Community uses a portion of retail alcohol license fee for program administration and providing license suspensions or revocations for multiple violations
- ☒ Community requires approval for new retailers selling alcohol for off-site consumption near schools and places of worship.
- ☐ Community requires approval for new retailers selling tobacco product near schools and parks.

Reducing youth access to alcohol and tobacco:

- ☒ Community enforces the Social Host ordinance/law to hold those who allow underage drinking or drug use legally accountable if the property it occurs on is under their control
- ☒ Community has frequent compliance checks conducted by local law enforcement to identify and discourage illegal sales of tobacco and alcohol and the results are made public
- ☐ Community requires mandatory training for alcohol retailers to increase compliance with youth access to alcohol laws

Restricting the time, place and manner of alcohol and tobacco marketing/advertising:

- ☐ Community has an ordinance to prohibit the distribution of free or low-cost alcohol products, coupons, coupon offers, gift certificates, gift cards, rebate offers or similar offers
- ☐ Community has an ordinance restricting specific alcohol marketing/advertising practices at retail stores
- ☐ Community does not allow alcohol marketing/advertising at city-sponsored events (i.e. county fairs, rodeos, motor sports, other sporting events, parades, concerts, museums, dances, festivals, etc.)
- ☐ Community does not allow tobacco marketing/advertising at city-sponsored events (i.e. county fairs, rodeos, motor sports, other sporting events, parades, concerts, museums, dances, festivals, etc.)

***Local implementation of the items below are currently not allowed under Oklahoma state tobacco laws. Communities will receive a point for certification by indicating their full intent to meet the stated criteria if and when Oklahoma state law is amended to allow local action.**

- **Community has a 100% smoke free ordinance for all indoor workplaces, including bars, restaurants, and hotels**
 - **Community has an ordinance requiring a local license for all retailers of tobacco products, using a portion of license fee for program administration and providing for license suspensions or revocations for multiple violations**
 - **Community has mandatory training for tobacco retailers to increase compliance with youth access ordinance**
 - **Community has an ordinance to prohibit the distribution of free or low-cost tobacco products, coupons, coupon offers, gift certificates, gift cards, rebate offers or other similar offers**
 - **Community has an ordinance restricting specific tobacco marketing/advertising practices at retail stores**
- ☐ Community has full intent to implement one or more of the above tobacco control ordinances if and when Oklahoma state law is amended to allow local action.

[Previous](#)[Next](#)

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Certified Healthy Communities 2012

[Exit this survey](#)**Section 2: Nutrition and Physical Activity**

Please check all that apply to your community:

Food accessibility/affordability:

- ☒ Community has access to affordable fresh fruits and vegetables (i.e. grocery stores, farmer's markets or community gardens)
- ☒ Community farmer's markets, corner stores and grocery stores accept (WIC) Women, Infants and Children, (SNAP) Supplemental Nutrition Assistance Program, and Senior Nutrition Vouchers
- ☐ Healthy food options available in corner/convenience stores (i.e. fresh fruits and vegetables, whole grains, dairy products, etc.)
- ☒ Community has ordinance or policy allowing Farmer's markets
- ☒ Established community gardens in parks, schools, work sites or childcare settings that are available to the community

Community recreation/fitness centers and physical activity opportunities:

- ☒ Fitness centers offer reduced rates for families
- ☒ Local community gym (community center, church, school, etc.) is available for before/after school physical activity
- ☒ Community centers have available family activities after-hours
- ☒ Community offers intramural sports through community centers or city parks
- ☒ Community wide physical activities offered throughout the year (i.e. family fun runs/walks, 5K runs/walks, biking events, fitness challenges, etc.)
- ☐ Active Safe Routes to School or Walking School Bus programs

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Certified Healthy Communities 2012

[Exit this survey](#)**Section 3: Community Resources**

Please check all that apply to your community:

Community environment:

- ☒ Community has safe public sidewalks with ramps
- ☐ Community has safe, marked bicycle routes
- ☒ Community has safe, well marked walking trails
- ☒ Community has safe community playgrounds and parks
- ☒ Community has an active recycling program
- ☐ Community regulates and limits storefront signage that contains advertisements covering windows
- ☒ Public health advocates and stakeholders are included in community development and zoning regulations
- ☒ Community has a policy that offers incentives for new housing development that complies with ENERGY STAR ratings for energy efficiency

Community transportation:

- ☒ Community has transportation for senior citizens and people with disabilities
- ☒ Community ensures equal consideration for safety and mobility for all users of all modes of transportation
- ☐ Community has a car pooling program
- ☒ Municipality funds public transit
- ☒ Community promotion of public transit and/or van transport for health related services or needs (i.e. Doctor's offices, Senior Centers, Assisted Living Centers, pharmacies or grocery stores, etc.)

Community health assessments/screenings:

- ☒ Community is engaged in a local community needs assessment addressing public health issues
- ☒ Community based health screenings and referrals offered to identify health conditions such as obesity, diabetes, heart disease, mental health and substance misuse and abuse

Community access to health services:

- ☒ Basic primary health care is available to community (i.e. free clinic or reduced fee clinics, faith-based community clinics, etc.)
- ☐ Community provides information on how to access free or reduced rate dental care (i.e. local County Health Department, Oklahoma Dental Association, local website, flyers, pamphlets, billboards, media, etc.)
- ☒ Community has access to Advanced Life Support Emergency Medical Services or, partners with another community to provide Advanced Life Support Emergency Medical Services
- ☒ Community provides information on how to access mental health and substance abuse treatment and clinical health services (i.e. faith-based community efforts, local mental health and substance abuse providers, local website, flyers, pamphlets, billboards, media, etc.)

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Certified Healthy Communities 2012

[Exit this survey](#)**Section 4: Education/ Awareness**

Please check all that apply to your community:

Community health promotion:

- ☒ There are Certified Healthy Businesses in our community
- ☒ Local websites promote health and wellness activities in the community
- ☒ Community wide campaigns that promote wellness (i.e. "This City is Going on a Diet", "Walk This Weigh", local Mayors Challenges, etc.)
- ☒ Local restaurants promote awareness of healthy menu options (i.e. provide nutrition facts, offer low fat options, offer reduced sodium in food items, etc.)
- ☒ Community investment in safe, alcohol-free activities for prom and graduation
- ☐ Community requires owners of multi-unit housing to inform prospective residents of smoking policies and where smoking is and is not allowed.

Education for professionals:

- ☒ Community has a policy for continuing education for local law enforcement on crisis intervention, underage drinking, DUI, and drug enforcement
- ☒ Community makes a concerted effort to inform HEALTH CARE PROVIDERS about the Oklahoma Tobacco Helpline 1-800-QUIT-NOW/1-800-784-8669 (i.e. fliers, pamphlets, staff in-service, etc.)
- ☒ Community makes a concerted effort to inform HEALTH CARE PROVIDERS about the Suicide Prevention Helpline 1-800-273-TALK/1-800-273-8255 (i.e. fliers, pamphlets, staff in-service, etc.)
- ☒ Community makes a concerted effort to inform HEALTH CARE PROVIDERS about the Problem Gambling Hotline 1-800-522-4700

Education for the general public:

- ☒ Community makes information available (English and Spanish) to GENERAL PUBLIC about the Oklahoma Tobacco Helpline 1-800-QUIT-NOW/1-800-784-8669 (i.e. health fairs, fliers, pamphlets, billboards, media, etc.)
- ☒ Community makes information available (English and Spanish) to GENERAL PUBLIC about the Suicide Prevention Lifeline 1-800-273-TALK/1-800-273-8255 (i.e. health fairs, fliers, pamphlets, billboards, media, etc.)

- ☐ Community makes information available (English and Spanish) to the GENERAL PUBLIC about the Problem Gambling Hotline 1-800-522-4700
- ☒ Community utilizes local coalitions to educate new and established drivers about risks associated with drinking while driving
- ☐ Community utilizes local coalitions to educate new and established drivers about driving with distractions (i.e. texting, cell phone use, GPS use, eating, applying make-up, etc.)
- ☒ Community demonstrates support for community-based diversion of non-violent offenders experiencing mental illness or addiction (i.e. felony and misdemeanor drug court, mental health court, day reporting programs)

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Attachment A

Certified Healthy Communities Incentive Grant Criteria	Incentive Basic	Incentive Merit	Incentive Excellence	Examples of Documentation to be Submitted
All city-owned/operated properties are smoke free indoors (no smoking rooms)	X			Copy of ordinance or policy and date approved
Community has zoning ordinances allowing Farmer's markets	X			Copy of ordinance or policy and date approved
Community makes information available to general public about the Oklahoma Tobacco Helpline 1-800-QUIT-NOW/1-800-784-8669 (i.e. health fairs, flyers, pamphlets, billboards, media, etc.)	X			Provide link (URL) or description how and when information is published (on community website, billboards or on handouts available to citizens, etc.)
Community makes information available to general public about the Suicide Prevention Lifeline 1-800-273-TALK/1-800-273-8255 (i.e. health fairs, flyers, pamphlets, billboards, media, etc.)	X			Provide link (URL) or description how and when information is published (on community website, billboards or on handouts available to citizens, etc.)
Community requires approval for new retailers selling alcohol for off-site consumption near high-crime areas, schools and parks	X			Copy of ordinance or policy and date approved
Local educational institutions (including primary, secondary and higher education) have adopted policies ensuring "24/7" tobacco, alcohol and drug free properties.	X Largest district			Copy of adopted "24/7" tobacco, alcohol and drug free policies from the largest school district for primary, secondary and higher education institutions.
There are Certified Healthy Businesses in our community	X			List the number of business(es) in the community who achieved certification in 2010 and/or 2011 Link for verification: http://www.ok.gov/health/documents/OOC-HB%202010%20winners%20list.pdf

Certified Healthy Communities Incentive Grant Criteria	Incentive Basic	Incentive Merit	Incentive Excellence	Examples of Documentation to be Submitted
Community enforces the Social Host ordinance/law to hold those who allow underage drinking or drug use legally accountable if the property it occurs on is under their control		X		Copy of city's enforcement policy and date approved
Community ensures equal consideration for safety and mobility for all users of all modes of transportation "complete streets" (in planning efforts)		X		Copy of city's Master Plan or pertinent sections
Community has an ordinance or internal policy that states no tobacco marketing/advertising at city sponsored events (i.e. county fairs, rodeos, motor sports, other sporting events, parades, concerts, museums, dances, festivals, etc.)		X		Copy of ordinance or policy and date approved
Community makes information available to the general population about the Problem Gambling Hotline 1-800-522-4700		X		Provide link (URL) or description how and when information is published (on communitiy website, billboards or on handouts available to citizens, etc.)
Community provides information on how to access mental health and substance abuse treatment and clinical health services (i.e. faith-based community efforts, local mental health and substance abuse providers, local website, flyers, pamphlets, billboards, media, etc.)		X		Provide link (URL) or description how and when information is published (on communitiy website, billboards or on handouts available to citizens, etc.)
Public health advocates and stakeholders are included in community development and zoning regulations (health in policies)		X		Copy of roster of members or public hearing sign-in sheet, noting anyone from coalition or health dept on the planning committee.

Certified Healthy Communities Incentive Grant Criteria	Incentive Basic	Incentive Merit	Incentive Excellence	Examples of Documentation to be Submitted
Active Safe Routes to School or Walking School Bus program			X	Provide a copy of the registration of schools participating in Safe Routes to School or a list of sites with Walking School Bus programs.
All city-owned/operated properties are alcohol and drug free (if alcohol is allowed at special events, community must have written policies)			X	Copy of ordinance or policy and date approved
All city-owned/operated properties are tobacco free indoors and out			X	Copy of ordinance or policy and date approved
Community farmer's markets, corner stores and grocery stores accept (WIC) Women, Infants and Children, (SNAP) Supplemental Nutrition Assistance Program, and Senior Nutrition Vouchers			X	Provide a list Farmer's Markets and retailers in your community that accept WIC /SNAP/Senior Nutrition vouchers. Check website: http://www.ok.gov/health/Child_and_Family_Health/WIC/Farmers_Market_Information/index.html http://www.snapretailerlocator.com http://www.ok.gov/health/documents/Authorized%20WIC%20Farmers%20%206-25-2010.xls
Community has frequent compliance checks conducted by local law enforcement to identify and discourage illegal sales of tobacco and alcohol and the results are made public.			X	Number of compliance checks conducted in 2011
Community investment in safe, alcohol-free activities for prom and graduation			X	Provide information from school, PTA, or
Community is engaged in a local community needs assessment addressing public health issues			X	Copy of roster of members or public hearing sign-in sheet, noting anyone from coalition or health dept on the planning committee.
Community regulates and limits storefront signage that contains advertisements covering windows			X	Copy of ordinance or policy and date approved
Local educational institutions (including primary, secondary and higher education) have adopted policies ensuring "24/7" tobacco, alcohol and drug free properties.			X All public	Copy of adopted "24/7" tobacco, alcohol and drug free policies for all school districts, primary, secondary and higher education institutions.

Regular Board of Commissioners

2. f.

Meeting Date: 11/05/2012

Board or Committee Minutes

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Acknowledge the following minutes:

- Shawnee Civic and Cultural Development Authority minutes from September 20, 2012
- Traffic Commission minutes from August 28, 2012

Attachments

Minutes SCCDA

Minutes Traffic Commission

A MEETING OF THE SHAWNEE
CIVIC AND CULTURAL DEVELOPMENT AUTHORITY
SEPTEMBER 20, 2012
12:30 P.M.
HEART OF OKLAHOMA EXPOSITION CENTER

THE TRUSTEES OF THE SHAWNEE CIVIC AND CULTURAL DEVELOPMENT AUTHORITY MET FOR THEIR REGULAR MEETING THURSDAY, SEPTEMBER 20, 2012 AT 12:30 PM AT HEART OF OKLAHOMA EXPOSITION CENTER, PURSUANT TO NOTICE DULY POSTED AS PRESCRIBED BY LAW. NOTICE WAS FILED AT CITY HALL ON 09/14/2012 AT 10:30AM.

AGENDA ITEM NO.1

CALL TO ORDER.

THE MEETING WAS CALLED TO ORDER AT 12:35 PM BY MR. KARL KOZEL, CHAIRMAN.

AGENDA ITEM NO.2

ROLL CALL

TRUSTEES PRESENT: MR. KARL KOZEL
 MR. CASEY BELL
 MR. LANCE WORTHAM
 MR. RANDY GILBERT
 MR. CARL PACKWOOD
 MR. JIM LOWE

TRUSTEES ABSENT: MR. BRIAN MCDUGAL

ALSO IN ATTENDANCE: MICHAEL JACKSON, OPERATIONS MANAGER; MIKE CLOVER, STUART & CLOVER, WES MAINORD SHAWNEE MAYOR, AND MICHAEL MCCORMICK OF THE SHAWNEE NEWS STAR.

AGENDA ITEM NO.3

DECLARATION OF A QUORUM

CHAIRMAN MR. KARL KOZEL, DECLARED A QUORUM.

AGENDA ITEM NO.4

APPROVAL OF MINUTES OF REGULAR
MEETING OF AUGUST 2012.

THE MOTION MADE BY TRUSTEE BELL, SECONDED BY TRUSTEE WORTHAM, THAT THE MINUTES OF THE REGULAR MEETING OF AUGUST 2012 ARE APPROVED. MOTION CARRIED.

AYE: GILBERT, BELL, PACKWOOD, WORTHAM, KOZEL
NAY: NONE
ABSTAIN: LOWE

AGENDA ITEM NO. 6

APPROVAL OF MONTHLY FINANCIALS

THE MOTION MADE BY TRUSTEE GILBERT, SECONDED BY TRUSTEE BELL THAT THE MINUTES OF THE MONTHLY FINANCIALS OF AUGUST 2012 ARE APPROVED, REQUEST WAS MADE BY TRUSTEE BELL THAT THE VARIANCE REPORT BE BROUGHT BACK. MOTION CARRIED. TRUSTEE MCDUGAL ARRIVES 12:40PM

AYE: GILBERT, BELL, LOWE, PACKWOOD, WORTHAM, MCDUGAL, KOZEL
NAY: NONE
ABSTAIN:

AGENDA ITEM NO.7

APPROVAL OF GENERAL CLAIMS

THE MOTION MADE BY TRUSTEE GILBERT, SECONDED BY TRUSTEE PACKWOOD THAT THE GENERAL CLAIMS BE APPROVED. MOTION CARRIED.

AYE: GILBERT, BELL, LOWE, PACKWOOD, WORTHAM, MCDUGAL, KOZEL
NAY: NONE
ABSTAIN:

GENERAL CLAIMS

A.	ARVEST MONTHLY PAYMENT	\$502.69
B.	BANKERS CREDIT CARD SERVICES MONTHLY UTILITIES	\$126.48
C.	OKLAHOMA NATURAL GAS MONTHLY UTILITIES	\$537.18
D.	AT&T MOBILITY MONTHLY UTILITIES	\$56.95
E.	INS MONTHLY UTILITIES	\$665.00
F.	VISION BANK LOAN PAYMENTS	\$1,031.02
G.	ARMSTRONG PEST CONTROL BLDG & GROUNDS MAINTENANCE	\$125.00
H.	GRIMSLEY'S MONTHLY UTILITIES	\$339.43
I.	BACK 40 DESIGNS MONTHLY UTILITIES	\$50.00
J.	KIWANIS CLUB OF SHAWNEE MONTHLY UTILITIES	\$100.00
K.	ENVIRONMENTAL FLY SPRAY FLY SPRAY	\$3,030.00
L.	SELECT JANITORIAL SUPPLY SUPPLIES	\$46.38

*ADD ON'S

GENERAL

A.	JILL ANDERSON STATE 4H HORSE SHOW WORK	\$1,079.00
B.	OKLAHOMA NATURAL GAS MONTHLY UTILITIES	\$237.37

AGENDA ITEM NO. 8

APPROVAL OF SPECIAL EVENT CLAIMS

THE MOTION MADE BY TRUSTEE GILBERT, SECONDED BY TRUSTEE PACKWOOD THAT THE SPECIAL EVENT CLAIMS BE APPROVED. MOTION CARRIED.

AYE: GILBERT, BELL, LOWE, PACKWOOD, WORTHAM, MCDUGAL, KOZEL
 NAY: NONE
 ABSTAIN:

SPECIAL EVENTS:

SPECIAL EVENT CLAIMS

A. OKLAHOMA GAS & ELECTRIC UTILITIES	\$309.35
B. TILLAR MURRAY IFYR 2012	\$309.35
C. DROFFATS INC IFYR 2012	\$1,752.00
D. SARA BURKS IFYR 2012	\$100.00

AGENDA ITEM NO. 9

APPROVAL OF SHAVINGS CLAIMS

NONE

AGENDA ITEM NO.10

DISCUSSION, CONSIDERATION, AND
POSSIBLE ACTION TO GO OUT FOR BIDS ON
CONCESSIONS CONTRACT.

THE MOTION MADE BY TRUSTEE GILBERT , SECONDED BY TRUSTEE MCDUGAL TO GO OUT FOR BIDS ON A 2 YEAR CONCESSION CONTRACT FOR EXPO CENTER WITH UP DATES TO BE DONE TO CERTAIN AREAS AS WE HAVE FUNDING AVAILABLE TO DO SO. MOTION CARRIED.

AYE: GILBERT, BELL, LOWE, PACKWOOD, WORTHAM, MCDUGAL, KOZEL
NAY: NONE
ABSTAIN: NONE

AGENDA ITEM NO.11

DISCUSSION, CONSIDERATION, AND
POSSIBLE ACTION TO ACCEPT BIDS FOR
COMFORT STATIONS 1-4.

THE MOTION MADE BY TRUSTEE MCDUGAL , SECONDED BY TRUSTEE PACKWOOD TO ACCEPT BIDS FOR COMFORT STATIONS 1-4. MOTION CARRIED.

AYE: GILBERT, BELL, LOWE, PACKWOOD, WORTHAM, MCDUGAL, KOZEL
NAY: NONE
ABSTAIN: NONE

AGENDA ITEM NO.12

DISCUSSION, CONSIDERATION, AND
POSSIBLE ACTION TO ASSIGN A 2013 BUDGET
COMMITTEE.

THE MOTION MADE BY TRUSTEE MCDUGAL , SECONDED BY TRUSTEE WORTHAM TO ASSIGN TRUSTEE GILBERT, AND TRUSTEE BELL TO THE 2013 BUDGET COMMITTEE, TRUSTEE MCDUGAL ASKED THE COMMITTEE TO TAKE A LOOK AT CURRENT FEES WE PAY OUT YEARLY IN THEIR DISCUSSION PROCESS. MOTION CARRIED.

AYE: GILBERT, BELL, LOWE, PACKWOOD, WORTHAM, MCDUGAL, KOZEL
NAY: NONE
ABSTAIN: NONE

AGENDA ITEM NO.13

IFYR

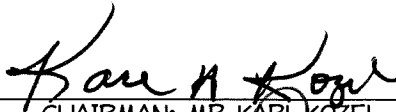
THE BOARD WAS BRIEFED ON THE IDEA OF DOING AWAY WITH PRE ENTRIES AND PUTTING MORE OF THE OFFICIAL PACKET ON LINE FOR EASIER PROCESSING, AND EASIER FILLING OUT BY CONTESTANTS, THE BOARD ASKED US TO COME UP WITH A PROPOSAL AND BRING IT BACK TO THEM.

AGENDA ITEM NO.19

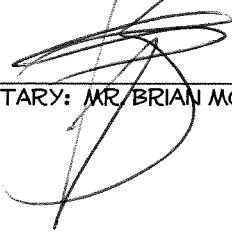
ADJOURNMENT

THE MOTION MADE BY TRUSTEE WORTHAM , SECONDED BY TRUSTEE BELL TO ADJOURN MEETING.
MOTION CARRIED.

AYE:	GILBERT, BELL, WORTHAM, KOZEL
NAY:	NONE
ABSTAIN:	NONE



CHAIRMAN: MR. KARL KOZEL



SECRETARY: MR. BRIAN MCDOUGAL

MINUTES
TRAFFIC COMMISSION
August 28, 2012 MEETING
COMMISSION CHAMBERS ROOM AT CITY HALL

I. CALL TO ORDER

II. ROLL CALL

MEMBERS PRESENT

Ronald Taffe - Chairman
Deena Harris- Vice Chairman
Wayne Ardrey
Theresa Cody
Ron Duffell

MEMBERS ABSENT

NONE

EX-OFFICIO MEMBERS

Michael Ludi, Assistant City Engineer
Amber Satterfield, EIT
Danielle Turner, Traffic Commission Secretary
Keith Mangus, Traffic Supervisor

CITIZENS PRESENT

William Ford -Shawnee Milling Co.
Tina Hanna -South Central Industries

III. APPROVAL OF JUNE 26, 2012 MINUTES AND JULY 24,2012 MINUTES

Motion was made by **Harris**, seconded by **Duffell** to approve the minutes for June 26, 2012 and July 24, 2012.

Roll Call: Aye: Taffe, Harris, Ardrey, Duffell
Nay: none
Cody – abstain

IV. CONSIDERATION OF REQUEST

- A. Consideration of request by Joseph W. Ford to establish two (2) crosswalks across Bell Street directly on the North and South sides of the newly repaired rail tracks.

Discussion: Michael Ludi states crosswalks were previously at this location. Staff recommends repainting crosswalks in this location. The City currently has signs in that area for pedestrian crossing which is about 1200 feet therefore the signage is already up for this area. The City would just need to call attention to this specific area.

William Ford reports the Mill has fixed the tracks at this location and the traffic in that area has taken it upon themselves to speed up on the much smoother road. For this reason Mr. Ford believes these crossings are very important for the safety of the employees of the Mill.

Motion was made by **Cody**, seconded by **Harris** to approve two (2) crosswalks across bell Street directly on the North and South sides of the newly repaired rail tracks

Roll Call: Aye: Taffe, Harris, Ardrey, Cody, Duffell
Nay: none

B. Consideration of request by Joseph W. Ford to place additional stop signs on Bell Street at the requested crosswalk locations.

Discussion: Michael Ludi reports our staff recommendation is to deny this request for stop signs. Instead of stopping traffic all the time, the staff recommends to place 36" x 36" Yield here for Pedestrians sign. This would draw attention to the crosswalk. After studying the area there are only certain times of the day the crosswalks would be used and we feel it is unnecessary to stop traffic all the time at this location but we did think it was necessary to call attention to the crosswalk at this location. These signs are not at any other location in town but are an approved traffic control device sign.

William Ford states his first concern is with the safety of the employees. He believes it would be a good start and hopes they don't have to come back later to report they had a bad problem simply because people ignore these signs. Mr. Ford was concerned with what the law on enforcement was at a crosswalk in comparison to a stop sign. Ludi assures him that is Oklahoma law that you must yield at a crosswalk if a pedestrian is there trying to cross. A police officer would have to see this just the same as if someone rolled thru a stop sign. Mr. Ford states that he doesn't believe it would be much of a problem once the people in town are educated. The only problem Mr. Ford foresees would be those people from out of town. He believes it is a safety issue. He states he has mixed emotions about the yield signs because he still feels running a stop sign would be different than running a yield.

Ludi states an alternate sign is available. It would actually say stop on the yield sign itself but would still be a yield sign. It would be the exact sign but instead of saying yield for pedestrians it would say stop for pedestrians. He states he feels this sign might be confusing to citizens. Citizens might think it is a stop sign. Mr. Ford asks about speed humps for the area. Ludi states that with the grade of the area and the Semi trucks loading and unloading that it probably would not meet the required criteria at this location.

Motion was made by **Cody**, seconded by **Harris** to deny the stop sign request and place a yield sign at that location instead.

Roll Call: Aye: Taffe, Harris, Ardrey, Cody, Duffell
Nay: none

C. Consideration of request by Tina Hanna to designate the east side of the 100 block of north Louisa and just south of 9th as a no parking zone.

Discussion: Michael Ludi states this item was a carryover from the last meeting. There is a resident living on this street that would not have parking at their house if this was made no parking zone. Ludi states he spoke with the resident Margaret Buckles and she stated she has the same issues with the parking in that area and would like this to be a no parking zone. Ms. Buckles wrote a letter stating the request for the no parking zone and gave it to Tina Hanna. Staff would recommend at this time to approve the designation of the east side of the 100 block of North Louisa and just south of 9th street as a no parking zone.

Tina Hanna reads the letter from Ms. Buckles at this time. The letter does state she wants a no parking sign on Louisa.

Motion was made by **Cody** seconded by **Ardrey** to designate the east side of the 100 block of North Louisa and just south of 9th street as a no parking zone.

Roll Call: Aye: Taffe, Harris, Ardrey, Cody, Duffell
Nay: none

V. NEW BUSINESS

None

VI. CITIZEN PARTICIPATION

None

VII. ADMINISTRATIVE REPORTS

None

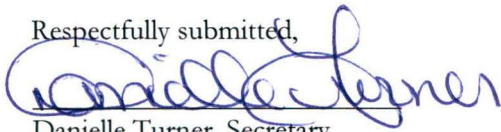
VIII. BOARD MEMBERS COMMENTS

None

There being no further business to come before the Transportation Commission, a motion was made by **Harris**, seconded by **Duffell** recommending the meeting be adjourned.
Motion carried.

Roll Call: Aye: Taffe, Harris, Ardrey, Cody, Duffell
Nay: None

Respectfully submitted,



Danielle Turner, Secretary



Ronald Taffe, Chairman

Regular Board of Commissioners

2. g.

Meeting Date: 11/05/2012

Mayor Appointments

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Mayor's appointments:

Traffic Commission

Ms. Rebecca E. Dolan 1st Partial Term Expires 1-01-2014

Replaces Delbert Totty – Resigned

Mr. Larry Smith 1st Partial Term Expires 1-01-2014

Replaces Bill Johnson – Deceased

Regular Board of Commissioners

2. h.

Meeting Date: 11/05/2012

Retirement R. Brock

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Acknowledge Oklahoma Municipal Retirement Fund Normal Retirement for Randy Brock.

Regular Board of Commissioners

2. i.

Meeting Date: 11/05/2012

Auth Staff for Bids Federal Street Bridge Project

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Authorize staff to advertise for bids on the Federal Street Bridge Rehab Project (Contract No. COS-PW-12-02)

Attachments

Federal Street Bridge Project

Mayor

WES MAINORD



The City of Shawnee

PO Box 1448

Shawnee Oklahoma 74802-1448

(405) 273-1250 Fax (405) 878-1581

www.ShawneeOK.org

Commissioners

PAM STEPHENS

LINDA AGEE

JAMES HARROD

KEITH HALL

JOHN WINTERRINGER

STEVE SMITH

MEMORANDUM

Date: October 31, 2012

To: Brian McDougal, City Manager

From: John Krywicki, P.E., City Engineer

A handwritten signature in blue ink, appearing to be 'JK' with a stylized flourish.

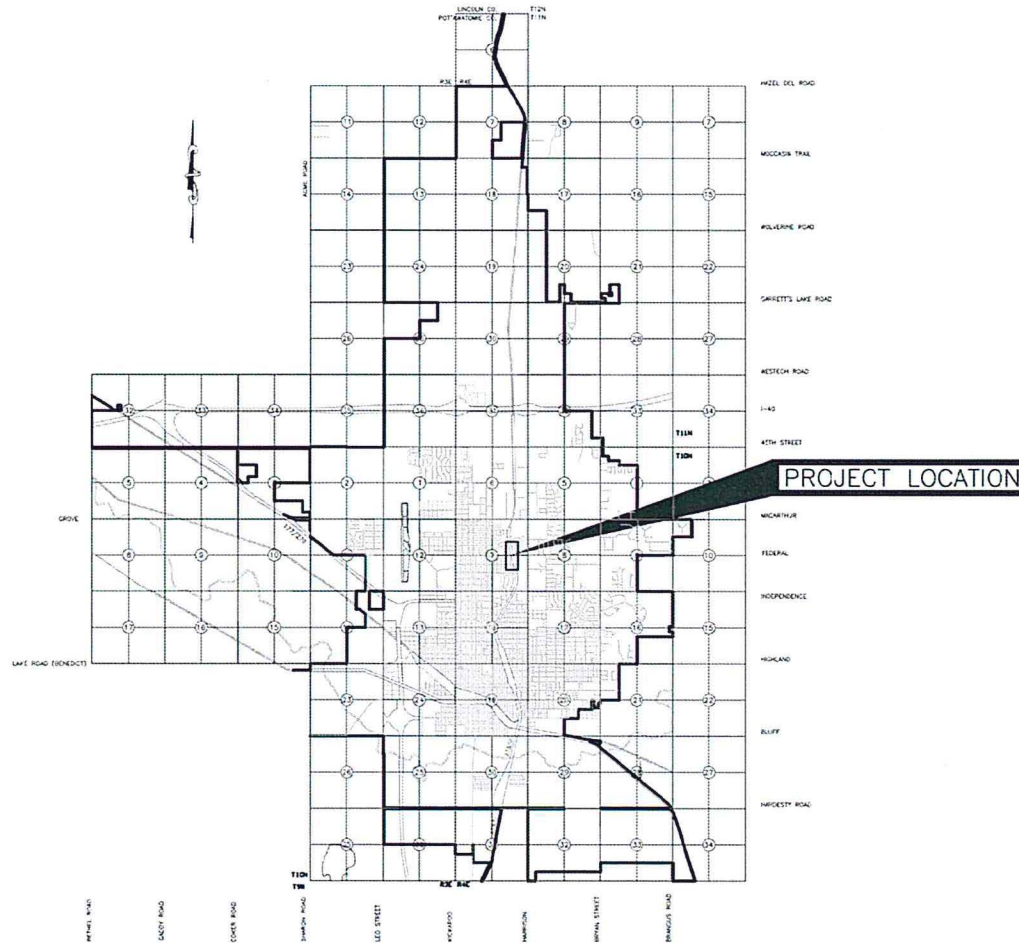
**Re: Request Authorization to Advertise for Bids the
Federal Street Bridge Rehab Project
Contract No.: COS-PW-12-02**

We have completed plans (attached) for the Federal Street Bridge Rehab Project and will request authorization to advertise the project for bids at the November 5, 2012 City Commission meeting. Upon approval to advertise, we will complete the bid documents and specifications, and advertise the project by November 8, 2012, and have the Bid Opening scheduled for the December 3, 2012 Commission meeting.

If you have any questions or need additional information, please advise.

FEDERAL STREET BRIDGE REHABILITATION

LOCATION:
ON FEDERAL STREET OVERPASSING
BNSF RAILROAD TRACKS



THE CITY OF SHAWNEE

WES MAINORD
MAYOR

PAMELA STEPHENS
COMMISSIONER

LINDA AGEE
COMMISSIONER

JAMES HARROD
COMMISSIONER

KEITH HALL
COMMISSIONER

JOHN WINTERRINGER
COMMISSIONER

STEVE SMITH
COMMISSIONER



BRIAN McDOUGAL
CITY MANAGER

PHYLLIS LOFTIS
CITY CLERK

CYNTHIA SEMENTELLI
CITY TREASURER

SHEET INDEX

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	GENERAL NOTES
3	PAY QUANTITIES
4	PLAN AND PROFILE VIEWS
5	REMOVAL SHEET
6-8	BRIDGE DECK
9	CONSTRUCTION JOINTS
10	APPROACHES
11	PIERS AND BEAMS
12	SLOPES
13-19	TRAFFIC CONTROL

UTILITY LOCATION NUMBERS

STATE WIDE 1-800-522-6543
OUT OF STATE 1-800-554-8249
LOCAL 316-275-8430

ENGINEERING DEPARTMENT

APPROVED AS FINAL PLANS

MAYOR

CITY MANAGER

CITY CLERK

JOHN M. KRYWICKI
15712

OKIE
CITY ENGINEER

DATE

DATE



COS-PW-12-02

GENERAL NOTES

GENERAL CONSTRUCTION NOTES

THIS PROJECT SHALL BE CONSTRUCTED BY CLOSING FEDERAL STREET BRIDGE TO ALL TRAFFIC. SEE STANDARD SPECIFICATIONS FOR MAINTENANCE OF LOCAL AND THROUGH TRAFFIC. REMOVED MATERIAL IS TO BECOME PROPERTY OF THE CONTRACTOR AND IT SHALL BE DISPOSED OF IN A MANNER APPROVED BY THE ENGINEER. ALL TEMPORARY TRAFFIC CONTROL DEVICES SHALL MEET ODOT'S "QUALITY STANDARDS FOR TEMPORARY TRAFFIC CONTROL DEVICES".

SPECIFICATIONS

COMPLY WITH THE REQUIREMENTS OF THE 2009 OKLAHOMA STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION, EXCEPT AS MODIFIED BY THE PLANS AND SPECIAL PROVISIONS.

DESCRIPTION OF WORK

THIS PROJECT CONSISTS OF THE REHABILITATION OF AN EXISTING STRUCTURE BY THE REMOVAL AND REPLACEMENT OF EXISTING DECK, APPROACH, SIDEWALKS, BEARINGS AND PARAPETS AS WELL AS MAKING REPAIRS TO THE EXISTING SUBSTRUCTURE AND SUPERSTRUCTURE AND INSTALLATION OF A SLOPE WALL ON EITHER SIDE OF THE BRIDGE. THESE SHALL BE IN ACCORDANCE WITH THE 2009 STANDARD SPECIFICATIONS, SPECIAL PROVISIONS, DETAIL PLANS SHEETS AND NOTES. FALSEWORK MAY BE USED AS LONG AS CONSTRUCTION CLEARANCES SPECIFIED IN PLANS ARE MET.

VERIFICATION OF EXISTING CONDITIONS

BIDDERS SHALL FULLY INFORM THEMSELVES OF THE EXISTING CONDITIONS AND ANY POTENTIAL HAZARDS UNDER WHICH THE CONSTRUCTION WILL BE PERFORMED. THE CONTRACTOR SHALL ADOPT METHODS CONSISTENT WITH GOOD CONSTRUCTION PRACTICE AND SHALL TAKE ALL NECESSARY PRECAUTIONS TO PREVENT DAMAGE TO THE EXISTING BRIDGE STRUCTURES, ROADWAY SURFACES, STRIPING, GUARDRAIL, SLOPES, SIGNS, ETC.

CONTRACTOR SHALL TAKE PRECAUTIONS TO MAINTAIN THE INTEGRITY OF ALL EXISTING UTILITIES. UTILITY COMPANY INFORMATION HAS BEEN PROVIDED, BUT IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY ALL LOCATIONS AND COORDINATE WITH UTILITY COMPANIES IF REQUIRED. ALL DIMENSIONS AND LOCATIONS OF EXISTING COMPONENTS SHOWN ON THE PLANS ARE APPROXIMATE.

ANY DAMAGE TO THESE EXISTING ITEMS DURING CONSTRUCTION SHALL BE REPAIRED AND/OR REPLACED AT THE CONTRACTOR'S EXPENSE TO THE ENGINEER'S SATISFACTION.

UTILITY CONTACTS:

OG&E	KEN ECHARD	(405)553-5785
ONG	[BEFORE DIG]	(800)522-6543
ONG	[EMERGENCY]	(800)458-4251
CITY OF SHAWNEE (ENG)	JOHN KRYWICKI	(405)878-1760
CITY OF SHAWNEE (WATER)	JM BIERD	(405)878-1513
BNSF	KAMIE MINOR	(913)551-4484

PLANS

THE ORIGINAL PROJECT PLANS WILL BE INCLUDED WITH THE BID DOCUMENTS FOR THIS PROJECT.

WORK SITE OBSTRUCTIONS

ALL OBSTRUCTIONS, INCLUDING VEGETATION AND DEBRIS, INTERFERING WITH ANY DEMOLITION OR CONSTRUCTION ACTIVITIES BEING PERFORMED SHALL BE REMOVED BY THE CONTRACTOR PRIOR TO BEGINNING WORK. ALL COSTS ASSOCIATED WITH REMOVAL OF OBSTRUCTIONS SHALL BE INCLUDED IN "CLEARING AND GRUBBING" ITEM.

REMOVE AND RESET SIGNS

ANY EXISTING SIGNS CONFLICTING WITH THE CONSTRUCTION SHALL BE REMOVED, STORED, AND RESET AS NECESSARY. ANY DAMAGED SIGNS SHALL BE REPLACED AT THE EXPENSE OF THE CONTRACTOR.

ALL COST OF REMOVING, STORING, AND RESETTING SIGNS INCLUDING COST OF MATERIALS, LABOR, EQUIPMENT AND INCIDENTALS SHALL BE INCLUDED IN OTHER ITEMS OF WORK.

CLEANING PIER CAPS

ALL DEBRIS FROM THE PIER CAPS AND COLUMNS BEING REPAIRED SHALL BE REMOVED AND BECOME THE PROPERTY OF THE CONTRACTOR AND WILL BE DISPOSED OF IN A MANNER APPROVED BY THE ENGINEER. ALL COST OF CLEANING THE PIER CAPS AND COLUMNS SHALL BE PAID FOR IN OTHER ITEMS OF WORK.

APPROACHES

THE EXISTING APPROACH IS TO BE COMPLETELY REMOVED AND CONSTRUCTED TO GRADE FOR SMOOTH TRANSITION FROM ROADWAY TO BRIDGE WITH CONCRETE PER THESE PLANS. ALL REMOVED MATERIALS SHALL BE THE PROPERTY OF THE CONTRACTOR AND TO BE DISPOSED OF IN A MANNER APPROVED BY THE ENGINEER.

ALL COSTS TO REMOVE THE EXISTING CONCRETE APPROACH INCLUDING LABOR, MACHINERY AND MATERIALS WHICH THE EXCEPTION OF MILLING THE EXISTING ASPHALT PAVEMENT SHALL BE INCLUDED IN THE PRICE BID FOR "REMOVAL OF BRIDGE STRUCTURAL ITEMS". COLD MILLING THE EXISTING ASPHALT IS A SEPARATE BID ITEM.

TO REPLACE THE CONCRETE APPROACH, IT IS TO BE BID AS A UNIT PRICE PER SQUARE YARD NOT CUBIC YARD. IF THE EXISTING APPROACH IS THICKER THAN ANTICIPATED, THE EXTRA EXPENSE WILL BE THE RESPONSIBILITY OF THE CONTRACTOR TO BRING THE APPROACH TO GRADE. THE CONTRACTOR SHALL COMPACT CLSM WHERE VOIDS EXIST UNDERNEATH THE NEWLY CONSTRUCTED APPROACH.

REMOVAL OF BRIDGE STRUCTURAL ITEMS

PAY ITEM "REMOVAL OF BRIDGE STRUCTURAL ITEMS" CONSISTS OF COMPLETE REMOVAL OF THE APPROACHES, DECK SLAB, SIDEWALK, AND PARAPETS. ALL REMOVAL MUST BE DONE IN A FASHION TO NOT DAMAGE THE EXISTING STRUCTURE, PROTRUDING REINFORCING STEEL, RAILROAD TRACKS BELOW, AND ANY OTHER OBJECTS THAT MAY INTERFERE. IF DAMAGED, THE EXPENSE WILL BE THE CONTRACTOR'S RESPONSIBILITY. ALL ITEMS MUST BE DISPOSED OF IN A MANNER THAT IS APPROVED BY THE ENGINEER.

PARAPETS

THE EXISTING PARAPETS WILL BE REMOVED AND REPLACED ON THE ENTIRE LENGTH OF THE BRIDGE. STANDARDS FOR THE PARAPETS HAVE BEEN PROVIDED IN THESE PLANS.

ALL COST TO REPLACE THE PARAPETS WILL BE INCLUDED IN THE BID ITEM "PARAPET" AND WILL BE DONE IN ACCORDANCE TO ODOT SPECIFICATIONS.

SLOPEWALL

A SLOPE WALL WITH FOOTING SHALL BE CONSTRUCTED ON BOTH SIDES OF THE RAILROAD TRACK BENEATH THE BRIDGE STRUCTURE AND IS TO BE CONNECTED TO THE ABUTMENT WITH REINFORCING STEEL AND EPOXY. IT SHALL BE BUILT ACCORDING TO THESE PLANS AND ODOT'S SPECIFICATIONS DESCRIBED IN SECTION 510. ALL COSTS TO COMPLETE THE WORK INCLUDING THE COST OF MATERIAL, LABOR, EQUIPMENT AND INCIDENTALS SHALL BE INCLUDED IN THE BID ITEM FOR "SLOPE WALL (4)".

ELASTOMERIC BEARING PADS

THE EXISTING ELASTOMERIC BEARING PADS SHALL BE REPLACED DIRECTLY BETWEEN THE BOTTOM OF THE BEAM AND TOP OF THE PIER CAP. ALL COSTS INCLUDING LABOR, COSTS, EQUIPMENT AND INCIDENTALS ARE INCLUDED IN THE BID ITEM "ELASTOMERIC BEARING PADS". ANY DAMAGE DONE TO THE EXISTING STRUCTURE SHALL BE REPAIRED TO THE ENGINEER'S APPROVAL AT THE CONTRACTOR'S EXPENSE.

CLEARING AND GRUBBING

THE CLEARING AND GRUBBING OF TREES, BUSHES AND LIKE IS TO BE WITH ACCORDANCE TO ODOT SECTION 201(A) AND SHOULD BE KEPT AT A MINIMUM WITHOUT SACRIFICING THE CONSTRUCTION. THE CONTRACTOR SHALL REMOVE ENOUGH VEGETATION TO BE ABLE TO MANEUVER ALL NEEDED EQUIPMENT FOR PLANNED PROJECT.

SUPERSTRUCTURE AND SUBSTRUCTURE REPAIRS

THE EXISTING SUPERSTRUCTURE, WHICH INCLUDES THE BEAMS AND DIAPHRAGMS, BUT EXCLUDING THE DECK AND THE EXISTING SUBSTRUCTURE, WHICH INCLUDES ABUTMENTS, PIERS, PIER CAPS, AND ANY OTHER CONCRETE STRUCTURE ASSOCIATED WITH THE BRIDGE, SHALL BE REPAIRED WITH "PNEUMATICALLY PLACED MORTAR".

THE ITEM "PNEUMATICALLY PLACED MORTAR" CONSTRUCTION AND MATERIALS SHALL BE IN ACCORDANCE WITH SECTION 521 OF THE STANDARD SPECIFICATIONS. ALL REMOVED MATERIAL SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND DISPOSED OFF SITE IN A MANNER APPROVED BY THE ENGINEER. ANY DAMAGE DONE TO EXISTING REINFORCING STEEL BY THE CONTRACTOR'S REMOVAL OF LOOSE CONCRETE OPERATION SHALL BE REPAIRED AT THE CONTRACTOR'S EXPENSE. TO THE SATISFACTION OF THE ENGINEER, ANY DETERIORATED REINFORCING STEEL WITH SECTION LOSS GREATER THAN 50%, AS DETERMINED BY THE ENGINEER, SHALL BE REPORTED TO THE BRIDGE ENGINEER FOR REMEDIAL ACTION. PRIOR TO MORTAR APPLICATION, BLAST CLEAN THE CONCRETE SURFACE AND REINFORCING STEEL FREE OF DEBRIS AND CORROSION. APPLY PNEUMATICALLY PLACED MORTAR TO REPLACE DETERIORATED CONCRETE. BUILD UP MORTAR PATCH TO MATCH EXISTING LINES AND GRADES OF SUBSTRUCTURE ELEMENTS. FAULTY REPAIRS SHALL BE REPLACED BY THE CONTRACTOR AT NO EXPENSE TO THE CITY.

THE EXISTING SUPERSTRUCTURE, TO INCLUDE THE BEAMS AND THE EXISTING SUBSTRUCTURE, WHICH INCLUDES THE PIERS, PIER CAPS AND COLUMNS SHALL BE REPAIRED WITH A FIBER WRAP PER PLANS OR WHERE DEEMED NECESSARY BY THE ENGINEER.

THE EXISTING EXPOSED PILES SHALL BE BLASTED CLEAN OF ALL RUST AND DEBRIS AND REPAINTED TO PROTECT STRENGTH AND INTEGRITY. ALL COSTS ASSOCIATED WITH THIS WORK SHALL BE INCLUDED IN THE LUMP SUM PRICE FOR "CLEANING AND PAINTING OF EXISTING STRUCTURE". THE WORK MUST BE DONE IN ACCORDANCE TO THE ODOT SPECIFICATIONS FOR PAINTING STRUCTURES IN SECTION 512.

BRIDGE DECK

THE EXISTING BRIDGE DECK IS TO BE REMOVED ALONG WITH THE SIDEWALK AND PARAPETS. THE REPLACEMENT BRIDGE DECK MUST BE CONSTRUCTED OF CLASS AA CONCRETE AND PER THESE PLANS AND ODOT SPECIFICATIONS. THE DEPTH IS NOT TO BE COMPROMISED MORE THAN 1/2 INCH THICKNESS FROM THE DEPTH SHOWN ON THE PLANS OR THE ENGINEER MAY DEMAND REMOVAL FORMS AND BRACING MUST BE PROVIDED TO ACCOMMODATE CONSTRUCTION LOADS AND PROPER FORM. THE BEAMS AND DIAPHRAGMS SHALL BE BRACED TO PREVENT DAMAGE AND ROTATION. ALL THE COSTS FOR CONCRETE, MATERIALS (EXCLUDING REINFORCING STEEL), EQUIPMENT, LABOR, AND INCIDENTALS SHALL BE INCLUDED IN THE COST FOR BID ITEM "CLASS AA CONCRETE".

THE EPOXY COATED REINFORCING STEEL IS TO BE PLACED IN ACCORDANCE TO SECTION 511 "REINFORCING STEEL FOR STRUCTURES" FROM THE 2009 ODOT SPECIFICATIONS AND PER THESE PLANS. THE COST, LABOR, EQUIPMENT, AND INCIDENTALS TO THIS ITEM ARE TO BE INCLUDED IN THE COST FOR "EPOXY COATED REINFORCING STEEL". THIS BID ITEM SHALL INCLUDE ONLY THE REINFORCING STEEL INCLUDED IN THE SIDEWALK AND BRIDGE DECK.

ANY DAMAGE TO THE EXISTING STRUCTURE IS THE RESPONSIBILITY OF THE CONTRACTOR AND SHALL BE REPAIRED WITH THE APPROVAL OF THE ENGINEER. THE PLACEMENT OF THE REINFORCING STEEL AND AA CONCRETE MUST BE OVERSEEN BY THE ENGINEER TO ENSURE COMPLIANCE TO STANDARDS AND SPECIFICATIONS. ALL CONNECTED UTILITIES SHALL BE ATTACHED BACK TO BRIDGE AS THEY WERE ORIGINALLY WITHOUT DAMAGE.

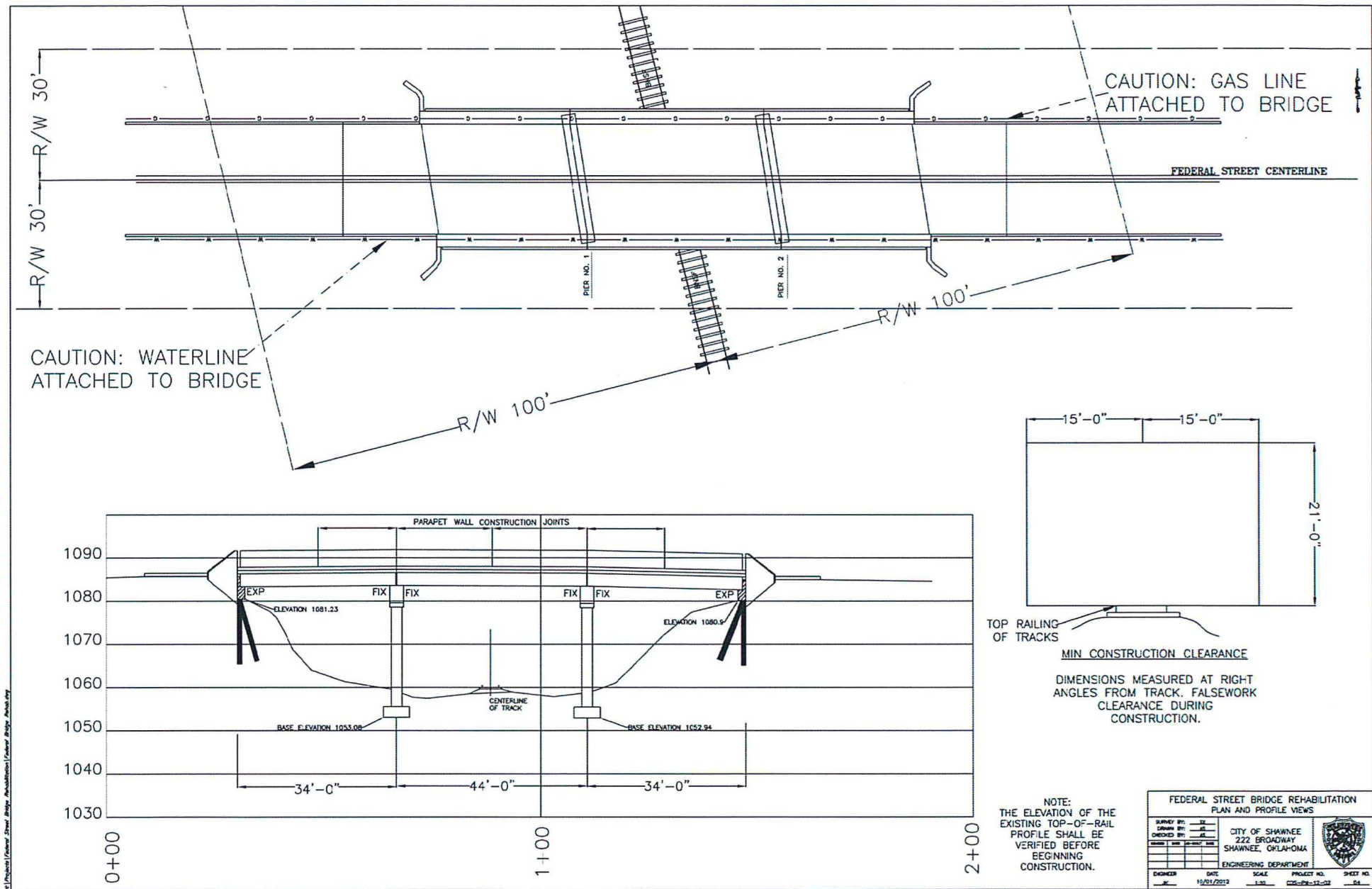
FEDERAL STREET BRIDGE REHABILITATION GENERAL CONSTRUCTION NOTES					
SURVEY BY:	DE		CITY OF SHAWNEE 222 BROADWAY SHAWNEE, OKLAHOMA		
DRAWN BY:	DE				
CHECKED BY:	DE				
DATE:	10/1/12				
ENGINEER	DATE	SCALE	PROJECT NO.	SHEET NO.	
DE	10/1/12	1/8" = 1'-0"	OKC-120-11-02	101	

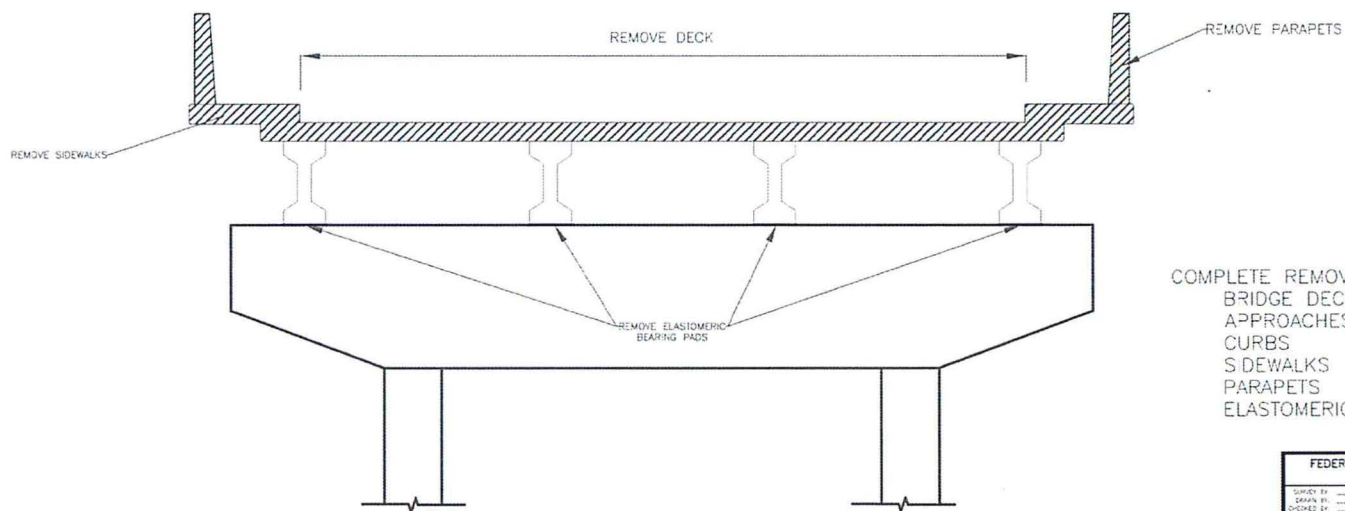
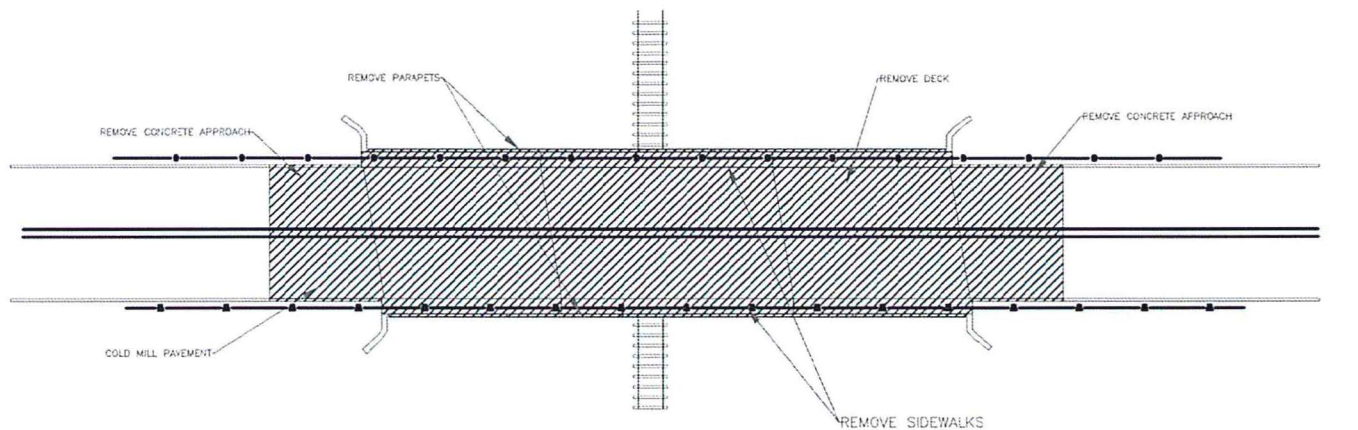
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- (1) REMOVAL OF EXISTING BRIDGE STRUCTURE ITEM IS TO INCLUDE REMOVAL AND DISPOSAL OF DECK, SIDEWALK, PARAPETS, APPROACHES, AND CURB.
- (2) CLASS AA CONCRETE IS TO INCLUDE BRIDGE DECK AND SIDEWALK.
- (3) A COMPACTED 6" BASE SHALL BE USED UNDERNEATH SLOPEWALK
- (4) REINFORCING STEEL SHALL BE USED IN 12" INCREMENTS ALONG THE TOP OF THE SLOPEWALKS/ PARAPETS IN THESE PLANS.
- (5) CLEANING AND PAINTING OF EXISTING STRUCTURES SHALL CONSIST OF SANDBLASTING ALL RUST FROM SURFACE OF PILES AND REPAINTING.
- (6) FIBER WRAPPING IS TO BE USED TO WRAP BEAMS AND COLUMN AS SPECIFIED IN PLANS AND PER DIRECTION OF THE ENGINEER.
- (7) THE B/D ITEM "RAILROAD CLOSURE EXPENSES" IS TO COVER ALL COSTS AND FEES ASSOCIATED WITH RAILROAD CLOSURE, BNSF/UTAH WHICH MAY INCLUDE PERMITS, FEES, REVIEW OF SUBMITTALS, RR FLAGGER, AND ANY OTHER COSTS BNSF CHARGES THE CONTRACTOR/APPLICANT.

1. ALL CONSTRUCTION AND MATERIALS, UNLESS OTHERWISE NOTED, SHALL BE IN STRICT ACCORDANCE WITH THE OKLAHOMA DEPARTMENT OF TRANSPORTATION'S STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION, 2009 OR LATEST EDITION.
2. THE CONTRACTOR SHALL DELETE ALL REFERENCE TO MEASUREMENT AND PAYMENT FOR IN STANDARD DETAIL SHEETS AND PLANS. QUANTITY TABLES ON ALL STANDARD DETAILS ARE FOR REFERENCE ONLY AND ALL QUANTITIES ARE ESTIMATED AND ARE TO BE MEASURED OUT IN THE FIELD.
3. THE CONTRACTOR SHALL CALL OKIE AT 1-800-522-6543 AT LEAST 48 HOURS PRIOR TO CONSTRUCTION.
4. EXISTING UTILITY LOCATIONS AS SHOWN ON THE PLANS ARE APPROXIMATE AND SHALL BE FIELD VERIFIED BY THE CONTRACTOR FOR DEPTH AND LOCATION. THE CONTRACTOR SHALL OBTAIN DETAIL SHEETS AND QUANTITY TABLES OR ADJUST TO GRADE UTILITIES AS SHOWN IN THE PLANS. CONTRACTOR SHALL COORDINATE CONSTRUCTION OPERATIONS WITH ALL OTHER UTILITY COMPANIES FOR THE RELOCATION OF THEIR LINES PRIOR TO BEGINNING CONSTRUCTION.
5. EVERY EFFORT HAS BEEN MADE TO LOCATE AND SIZE ALL UNDERGROUND UTILITIES FROM AVAILABLE CITY DOCUMENTS, ON SITE SURVEYS AND UTILITY COMPANY PLANS. THERE WILL BE TOTAL RESPONSIBILITY OF THE CONTRACTOR AND CAUTION IN THE EXECUTION OF HIS WORK AND SHALL ANTICIPATE THAT UTILITIES, PIPELINES AND OTHER DANGEROUS UNDERGROUND OBSTRUCTIONS EXIST. THE CONTRACTOR SHALL BE RESPONSIBLE TO IDENTIFY AND REMOVE ANY OTHER OBSTRUCTIONS ARE LOCATED DURING CONSTRUCTION. IT IS THE CONTRACTOR'S RESPONSIBILITY TO PROTECT SUCH AND IMMEDIATELY NOTIFY THE OWNER, UTILITY COMPANY AND ENGINEER.
6. TEMPORARY CONSTRUCTION RIGHTS-OF-WAY, IN ADDITION TO THOSE SHOWN ON THE PLANS, SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR AND OBTAINED PRIOR TO BEGINNING ANY CONSTRUCTION OR ACTIVITY ON PRIVATE PROPERTY.
7. SURPLUS EXCAVATED MATERIALS ARE THE PROPERTY OF THE CONTRACTOR AND ARE HIS RESPONSIBILITY TO LEGALLY DISPOSE OF OFF SITE.
8. CONTRACTOR SHALL REMOVE ALL TREES AS DIRECTED BY THE CITY INSPECTOR. ALL ALL STUMPS, TREE LIMBS, BRUSH, AND OTHER DEBRIS SHALL BE HAULING OFF-SITE AND DISPOSED OF BY CONTRACTOR AT THE CONTRACTOR'S EXPENSE. A BID ITEM HAS BEEN INCLUDED FOR CLEARING AND GRUBBING.
9. THE GENERAL CONTRACTOR IS RESPONSIBLE FOR THE PROMPT REPLACEMENT AND/OR REPAIR OF ALL TRAFFIC CONTROL DEVICES AND APPURTENANCES DAMAGED OR DISTURBED DUE TO CONSTRUCTION.
10. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR INSTALLATION, REPAIR, & REPLACEMENT OF ALL EROSION CONTROL DEVICES.
11. A COPY OF THE EROSION CONTROL SITE PLAN MUST BE ON SITE AT ALL TIMES AND MADE AVAILABLE TO THE CITY INSPECTOR AT ALL TIMES.
12. THE GENERAL CONTRACTOR SHALL CONTACT THE TRAFFIC MANAGEMENT DIVISION AT LEAST TWO (2) WORKING DAYS PRIOR TO ANY WORK INVOLVING TRAFFIC. CALL (405) 873-1760.
13. THE CONTRACTOR IS RESPONSIBLE FOR THE REMOVAL OF ALL PAYMENT MARKINGS THAT WILL BE IN CONFLICT WITH THE PROPOSED WORK.
14. THIS PROJECT IS LOCATED ABOVE BNSF RAILROAD TRACKS THUS THE CONTRACTOR MUST ABIDE BY ALL BNSF RULES AND REGULATIONS FOR CONSTRUCTION WITHIN THEIR RIGHT-OF-WAY. THE CITY OF OKLAHOMA CITY, ON EITHER SIDE, IS LOCATED APPROXIMATELY 200 FEET FROM THE BNSF TRACKS. CALL AT (913)551-4484 OR COME BY THE CITY OF SHAWNEE OFFICE WHERE WE CAN SUPPLY YOU WITH THE PAPERWORK TO REVIEW AND CONTRACTS TO SIGN. ALL WORK MUST BE DONE IN ACCORDANCE WITH THE CITY OF SHAWNEE'S CONSTRUCTION IS TO BEGIN.

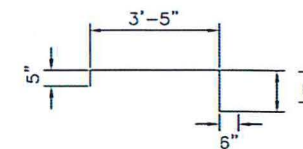
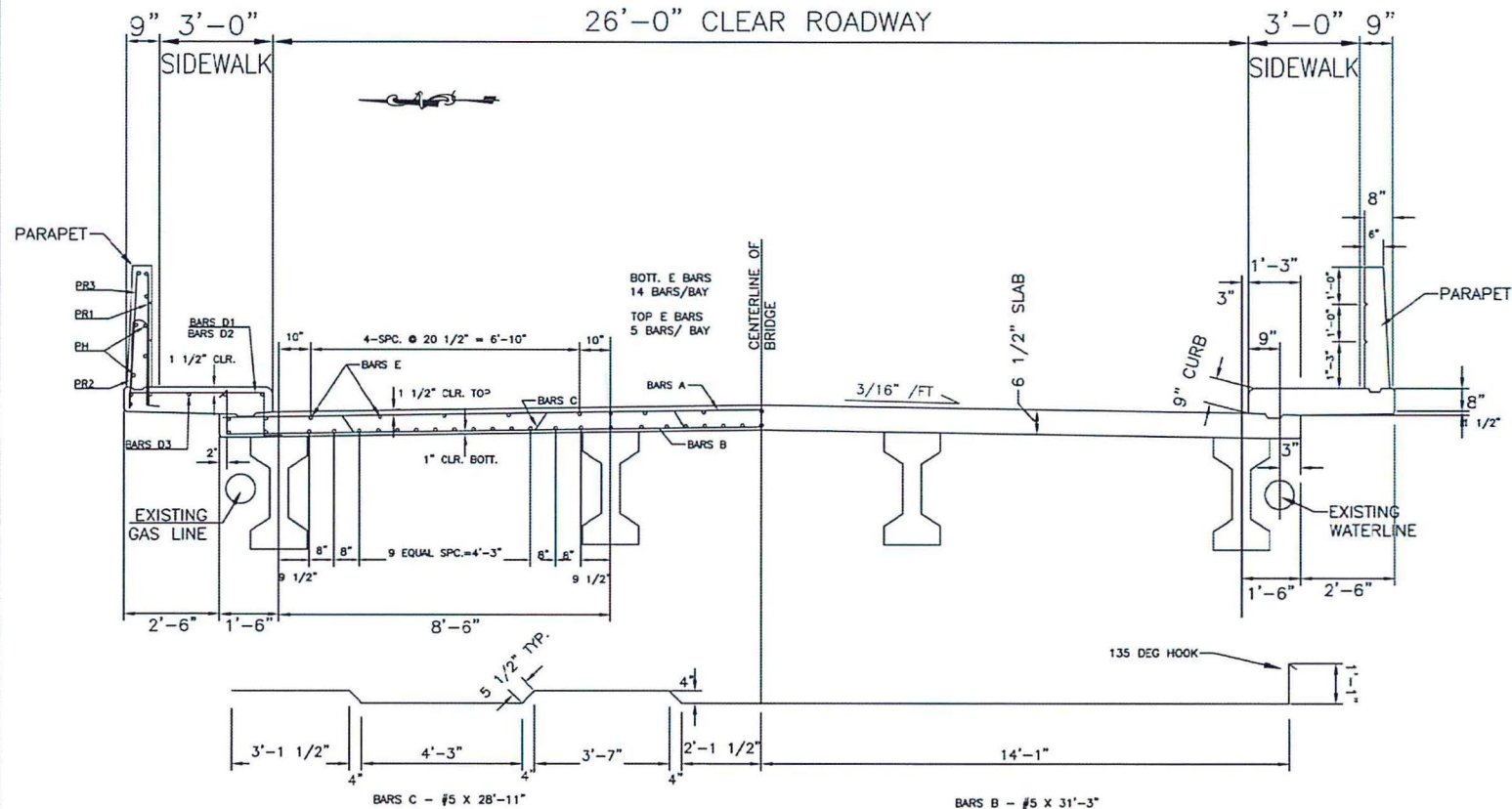
FEDERAL STREET BRIDGE REHABILITATION					
PAY QUANTITY SHEET					
SURVEY BY:	JM	CITY OF SHAWNEE 222 BROADWAY SHAWNEE, OKLAHOMA			
DRAWN BY:	JS				
CHECKED BY:					
DESIGNED BY:					
REVISION	DATE	NO.	BY		
ENGINEERING DEPARTMENT					
ENGINEER	DATE	SCALE	PROJECT NO.	SHEET NO.	
JR	10/01/12	N.T.S.	CS-PS-12-02	03	



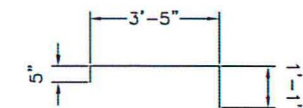


COMPLETE REMOVAL OF:
 BRIDGE DECK
 APPROACHES
 CURBS
 SIDEWALKS
 PARAPETS
 ELASTOMERIC BEARING PADS

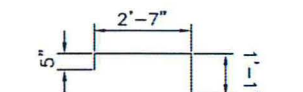
FEDERAL STREET BRIDGE REHABILITATION REMOVAL				
DESIGNED BY	DATE	CITY OF SHAWNEE		
DRAWN BY	DATE	222 BROADWAY		
CHECKED BY	DATE	SHAWNEE, OKLAHOMA		
ENGINEERING DEPARTMENT				
ENGINEER	DWG	SCALE	PROJECT NO.	SHEET NO.
	13051-012	AS SHOWN	2000-09-12-02	25



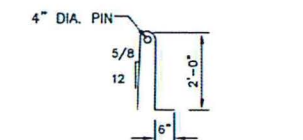
BARS D1- #5 X 5'-5"



BARS D3- #5 X 4'-11"



BARS D4- #5 X 4'-11"



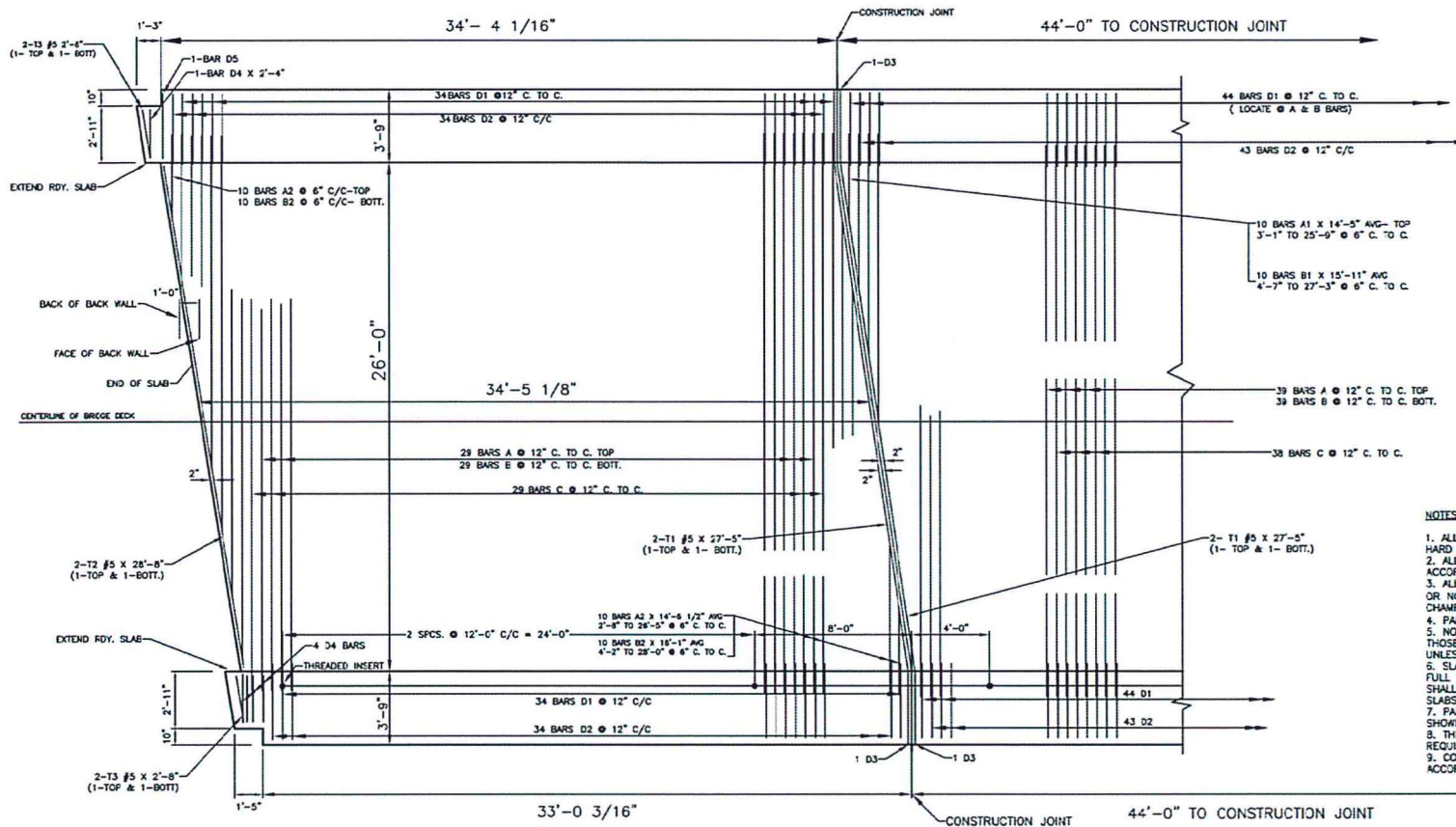
PR2
PARAPET REBAR

ELCOR: 6 1/2" SLAB, 26' CLEAR ROADWAY, CLASS AA CONCRETE, MAXIMUM AGGREGATE 1 1/2" PER COOT SPECIFICATIONS, SURFACE OF ROADWAY SLOPE 3/16" PER FOOT FROM CENTERLINE EACH DIRECTION, TOP OF CURB AND PARAPET SHALL BE BROUGHT TO A TRUE SURFACE WITH A FLOAT, ALL VERTICAL FACES OF CURB, PARAPET, AND SLAB ARE TO BE FINISHED, ALL EXPOSED EDGES SHALL HAVE 3/4" CHAMFER, ALL REINFORCEMENT IN BOTTOM OF SLAB SHALL BE SUPPORTED ON METAL SLAB SPACERS AS SHOWN, REINFORCING IN TOP OF SLAB SHALL BE SUPPORTED ON APPROVED METAL HIGH-CHAIRS AT A MAX SPACING OF 4' C. TO C.

REIN.:

- BARS A: #5 X 28'-2" @ 12" CENTERS ACROSS ROADWAY, 1 1/2" CLEAR BELOW TOP OF SLAB
- BARS B: #5 BENT @ 12" CENTERS ACROSS ROADWAY, 1" CLEAR ABOVE BOTTOM OF SLAB
- BARS C: #5 BENT @ 12" CENTERS ACROSS ROADWAY, ALTERNATE BETWEEN A & B BARS
- BARS D1: #5 BENT @ 12" CENTERS, 1 1/2" CLEAR BELOW TOP OF SIDEWALK SLAB
- BARS D2: #4 X 3'-5" @ 12" CENTERS, 1 1/2" CLEAR BELOW TOP OF SIDEWALK SLAB, ALTERNATE BETWEEN D1 BARS
- BARS D3: #4 - 6 PLACED AS SHOWN IN EACH SIDEWALK SLAB
- BARS E: #4 - 65 TOTAL IN ROADWAY SLAB PLACED AS SHOWN
- BARS PR1: #4 BENT @ 12" CENTERS IN PARAPET WALL
- BARS PR2: #4 BENT @ 12" CENTERS IN PARAPET WALL, ALTERNATE BETWEEN PR1 BARS
- BARS PR3: #3 X 3'-1" @ 12" CENTERS IN PARAPET WALL, ALTERNATE BETWEEN PR1 BARS
- BARS PH: #4 - 7 PLACED IN EACH PARAPET WALL AS SHOWN.

FEDERAL STREET BRIDGE REHABILITATION BRIDGE DECK DETAILS				
SURVEY BY: <u> </u>	DATE: <u> </u>	CITY OF SHAWNEE 222 BROADWAY SHAWNEE, OKLAHOMA		PROJECT NO. <u> </u>
CHECKED BY: <u> </u>	DATE: <u> </u>			
DESIGNED BY: <u> </u>	DATE: <u> </u>	ENGINEERING DEPARTMENT		SHEET NO. <u> </u>
DRAWN BY: <u> </u>	DATE: <u> </u>	SCALE: <u> </u>		DATE: <u> </u>

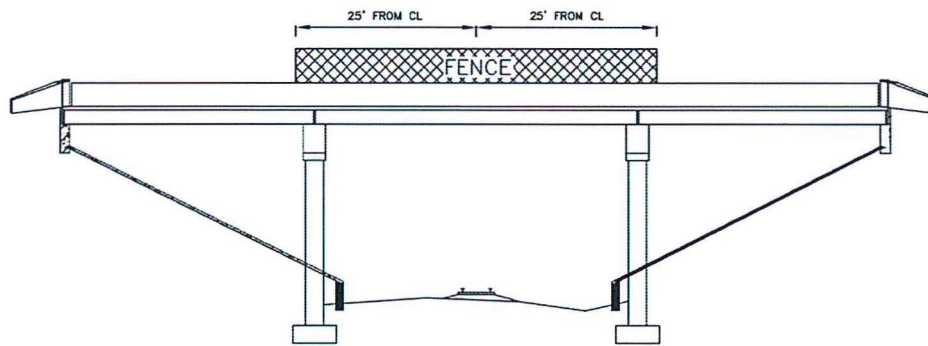


NOTES ON DECK SLAB

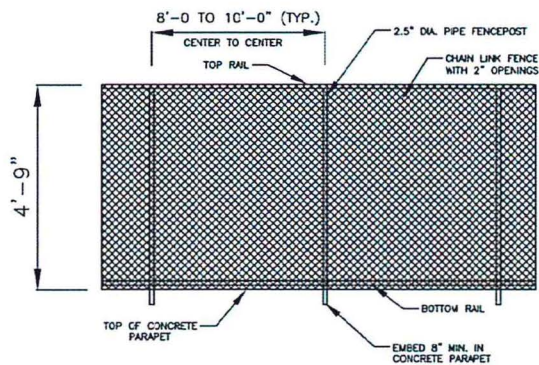
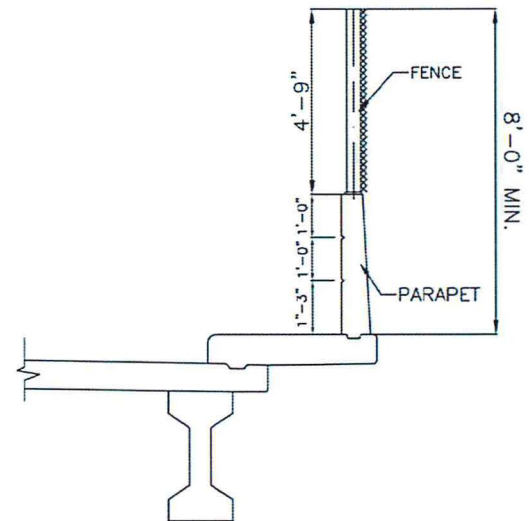
1. ALL REINFORCING SHALL BE INTERMEDIATE OR HARD GRADE STEEL.
2. ALL CONSTRUCTION AND MATERIAL SHALL BE IN ACCORDANCE WITH CURRENT ODOT STANDARDS.
3. ALL EXPOSED EDGES UNLESS OTHERWISE SHOWN OR NOTED, SHALL HAVE 3/4" CHAMFER. ALL CHAMFER STRIPS SHALL BE SIZED LUMBER.
4. PARAPET WALL SHALL BE CHAMFERED 1/2".
5. NO SPLICING OF REINFORCING BARS, EXCEPT THOSE SHOWN ON THE PLANS, WILL BE PERMITTED UNLESS SPECIFICALLY APPROVED BY THE ENGINEER.
6. SLAB POURS SHALL BE CONTINUOUS FOR THE FULL LENGTH OF EACH SPAN. SIDEWALK SLABS SHALL BE POURED SEPARATELY FROM THE ROADWAY SLABS.
7. PARAPET WALL SHALL HAVE CONSTRUCTION JOINTS SHOWN ON THE DETAIL.
8. THREADED INSERTS SOUTH SIDE ONLY. 10 TOTAL REQUIRED.
9. CONSTRUCTION JOINTS SHALL BE SAWS ACCORDING TO ODOT SPECIFICATIONS.

PART PLAN - DECK SLAB REINFORCING

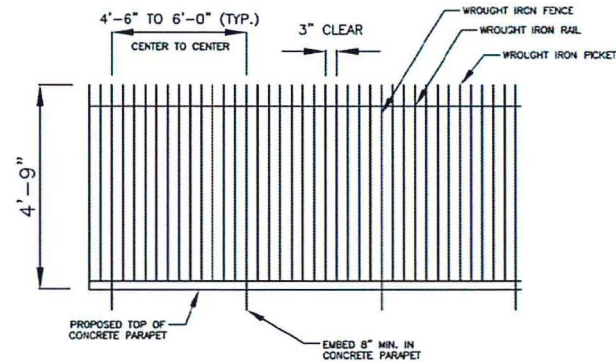
FEDERAL STREET BRIDGE REHABILITATION BRIDGE DECK DETAILS			
SURVEY BY: <u>AL</u>	CHECKED BY: <u>AL</u>	CITY OF SHAWNEE 222 BROADWAY SHAWNEE, OKLAHOMA	
DESIGN BY: <u>AL</u>	DATE: <u>10/20/12</u>	SCALE: <u>N/A</u>	PROJECT NO.: <u>003-PB-12-02</u>
ENGINEER: <u>AL</u>		SHEET NO.: <u>02</u>	



PROFILE OF THROW FENCE

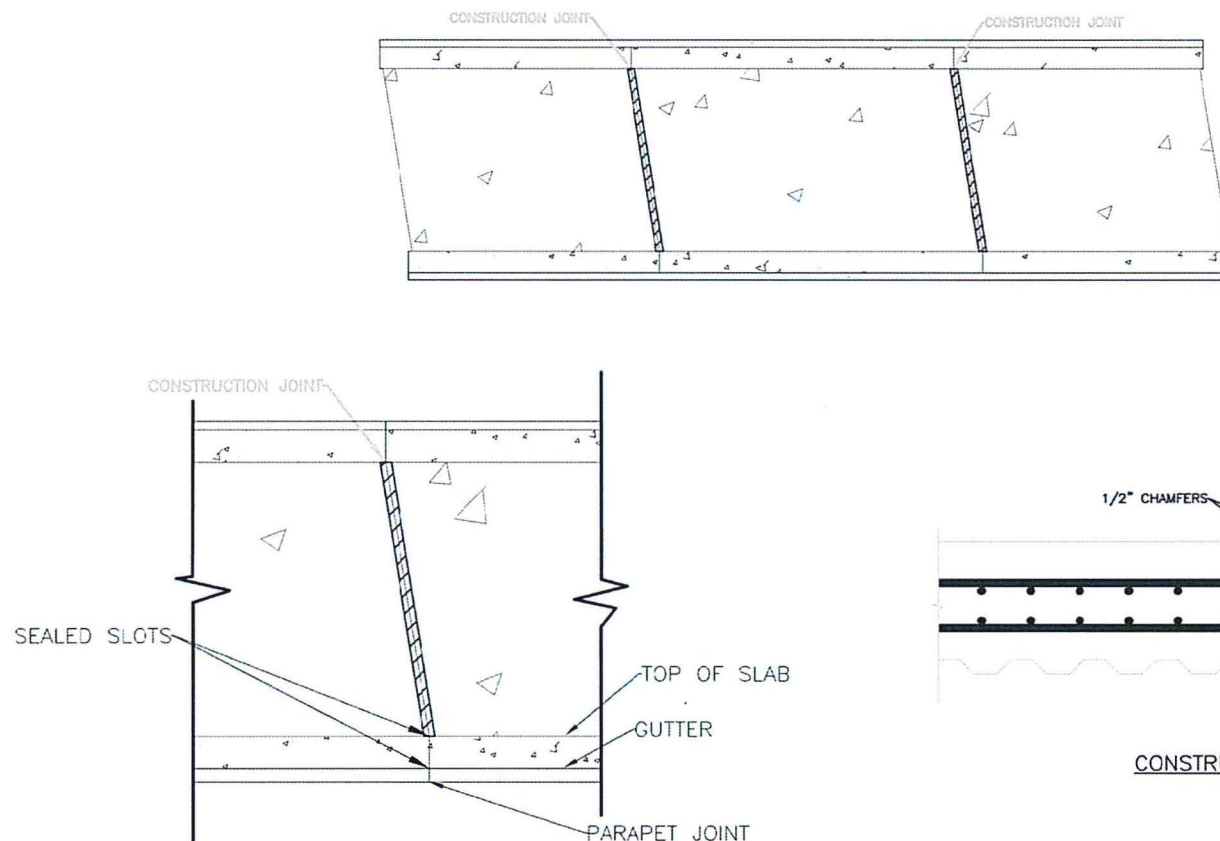


CHAIN LINK FENCE



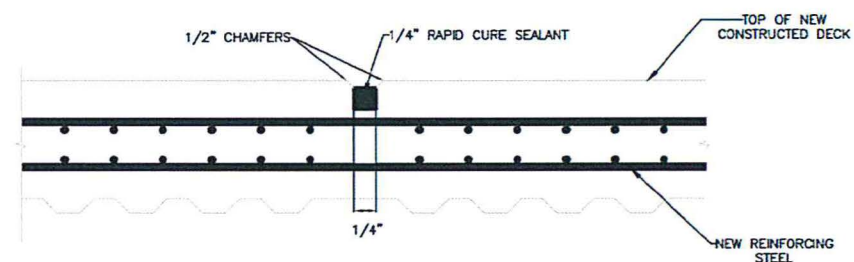
WROUGHT IRON PICKET FENCE

FEDERAL STREET BRIDGE REHABILITATION FENCE DETAILS				
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DRAWN BY:	AL	ENGINEERING DEPARTMENT		
CHECKED BY:	AL			
DATE:	10/25/12	SCALE:	PROJECT NO.:	SHEET NO.:
			622-29-12-02	08



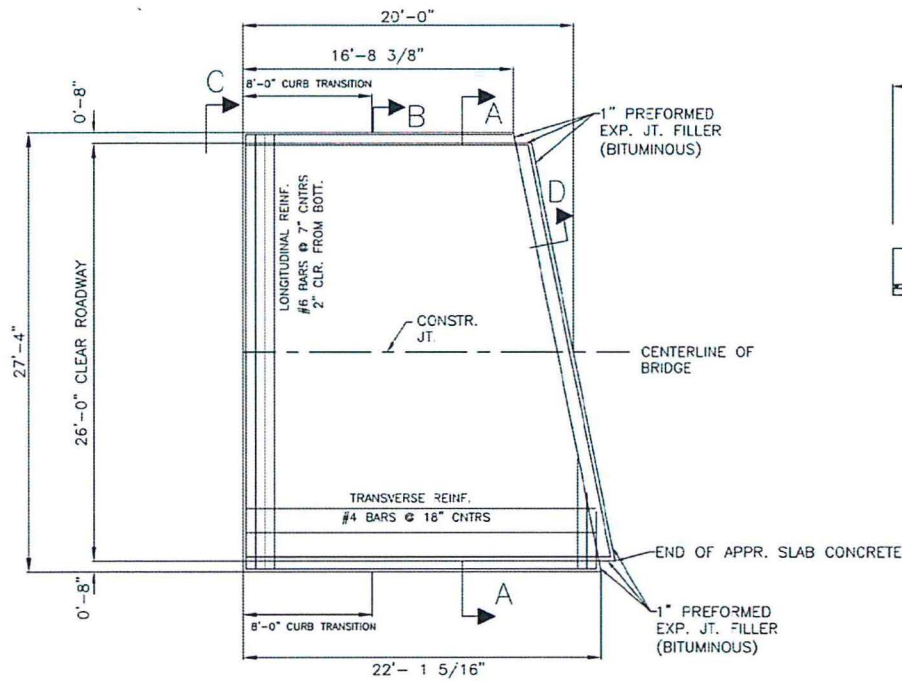
JOINT SPACING

PARAPET WALL JOINTS AS SHOWN SHALL BE LOCATED AT CONSTRUCTION JOINTS IN SLAB AND AT APPROXIMATE MID-POINTS OF EACH SPAN.



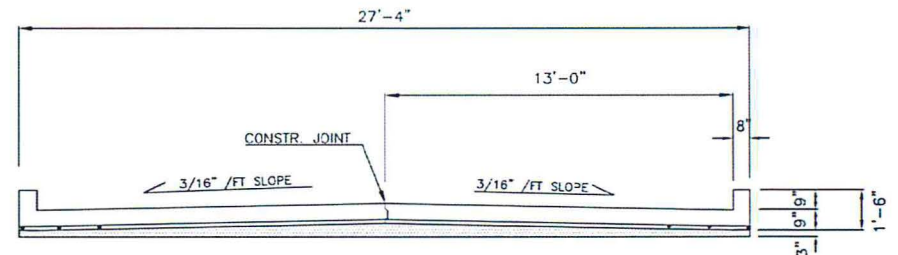
CONSTRUCTION JOINT DETAILS

FEDERAL STREET BRIDGE REHABILITATION CONSTRUCTION JOINT DETAILS				
DESIGNED BY:	DATE:	SCALE:	PROJECT NO.	SHEET NO.
DRAWN BY:	12/12/12	AS SHOWN	222 BROADWAY	1
CHECKED BY:			SHAWNEE, OKLAHOMA	
REVISIONS:			ENGINEERING DEPARTMENT	
NO.	DATE	BY	DESCRIPTION	
1	12/12/12	AS SHOWN	222 BROADWAY	1
2			SHAWNEE, OKLAHOMA	

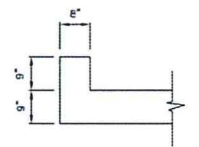


TYPICAL PLAN- APPROACH SLAB

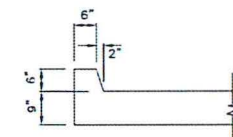
NOTE: FOUR (4) INCH CLSM CUSHION SHALL BE PLACED AND COMPACTED UNDER ENTIRE AREA OF APPROACH SLABS.



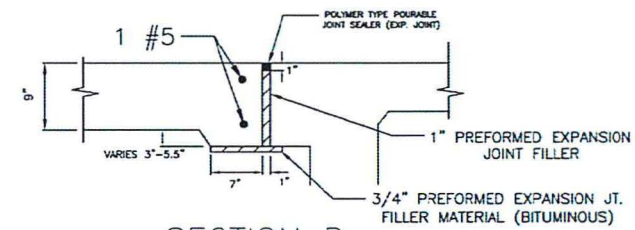
SECTION A-A



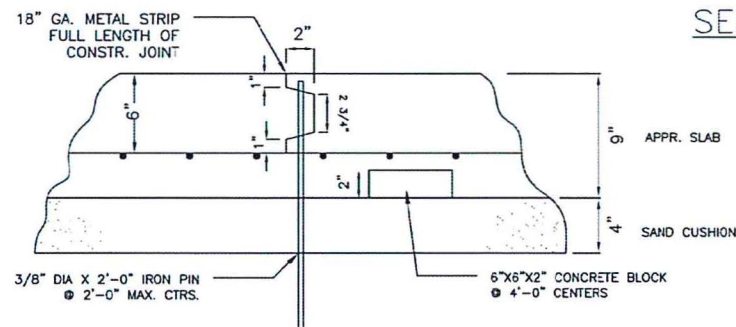
SECTION B



SECTION C

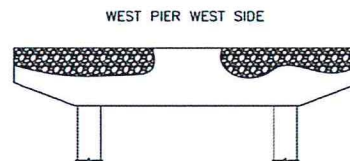
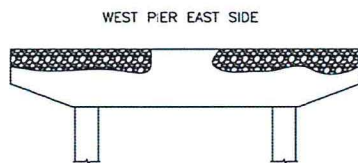
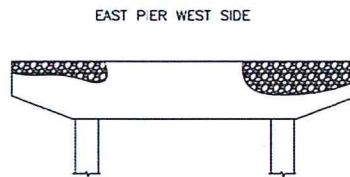
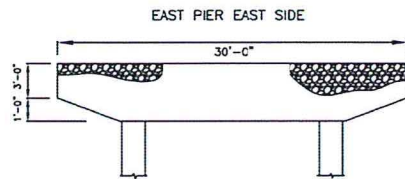


SECTION D



DETAIL OF CONSTRUCTION JOINT AND BAR SUPPORT

FEDERAL STREET BRIDGE REHABILITATION			
APPROACH DETAILS			
SURVEY BY: SE	DATE: 12/01/12	SCALE: NTS	PROJECT NO. CDE-PK-12-02
DRAWN BY: AL			
CHECKED BY: AL			
ENGINEER: JAC			
CITY OF SHAWNEE		222 BROADWAY	
SHAWNEE, OKLAHOMA			
ENGINEERING DEPARTMENT			
SHEET NO. 10			

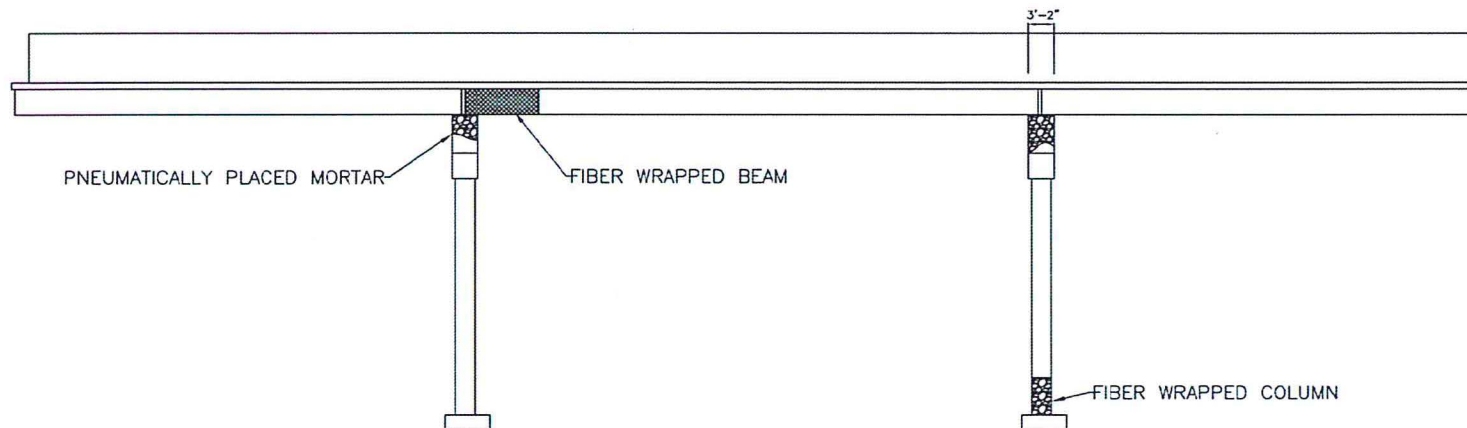


PIER VIEWS

NOTES:

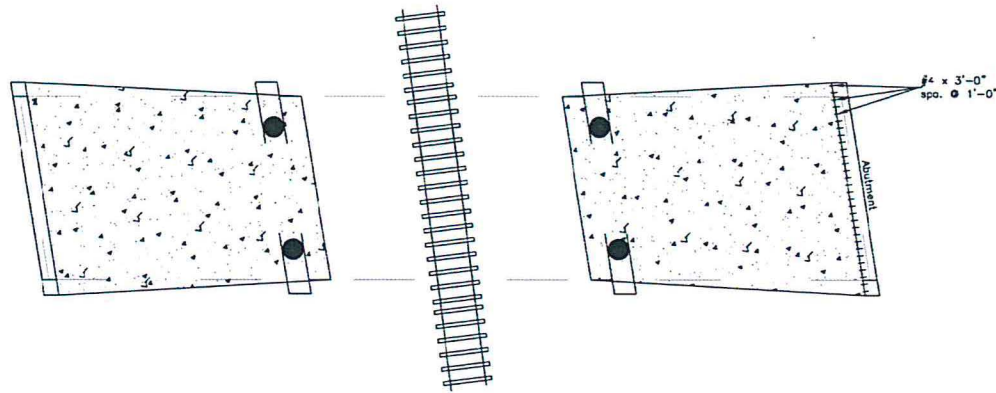
PNEUMATICALLY PLACED MORTAR IS TO BE PLACED ON PIERS AND COLUMNS AS NEEDED AND DIRECTED BY THE ENGINEER PER ODOT 2009 SPECS.

FIBER WRAPPING WILL BE PERFORMED FROM THE DIRECTION OF THE ENGINEER ON BEAMS, COLUMNS, AND PIERS.



BEAM & COLUMN VIEWS LOOKING SOUTH
PNEUMATICALL PLACED MORTAR & FIBER WRAPPING

FEDERAL STREET BRIDGE REHABILITATION PIERS AND BEAMS REPAIR				
SURVEY BY:	DATE:	CITY OF SHAWNEE 222 BROADWAY SHAWNEE, OKLAHOMA		SHEET NO. 11
DRAWN BY:	DATE:			
CHECKED BY:	DATE:			
ENGINEER		DATE	SCALE	PROJECT NO.
15/05/12		100%	PR-12-02	

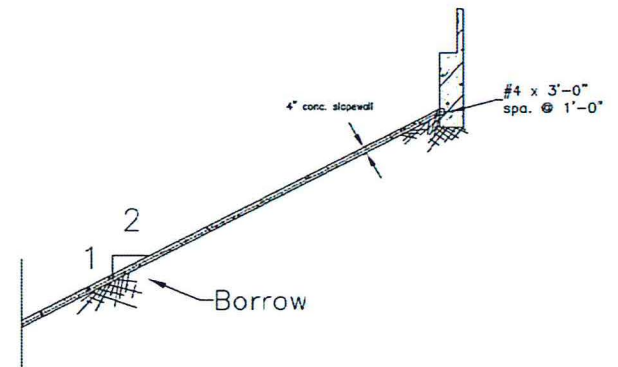


SLOPE WALL
PLACEMENT UNDERNEATH BRIDGE

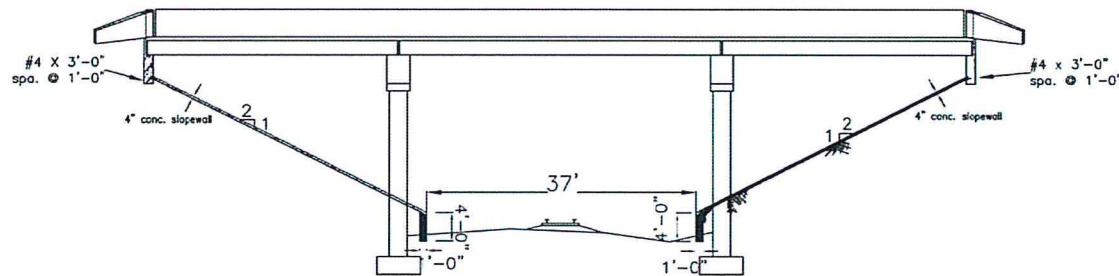
NOTES:

PERMANENT HORIZONTAL CLEARANCE SHALL BE 18 FEET MEASURED PERPENDICULAR FROM THE CENTERLINE OF TRACK TO THE FACE OF THE PIER PROTECTION (SLOPEWALL).

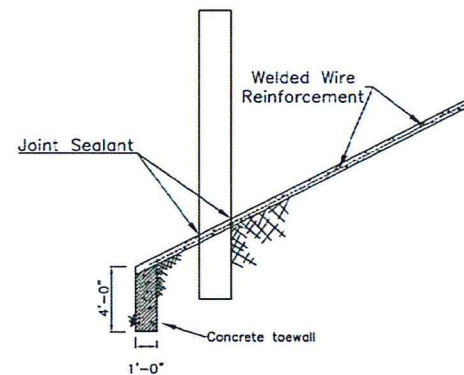
FOOTINGS SHALL BE LOCATED TO ALLOW A MINIMUM OF 12 FEET TEMPORARY HORIZONTAL CONSTRUCTION CLEARANCE MEASURED AT A RIGHT ANGLE FROM THE CENTERLINE OF TRACK.



TYPICAL ELEVATION THRU SLOPEWALL

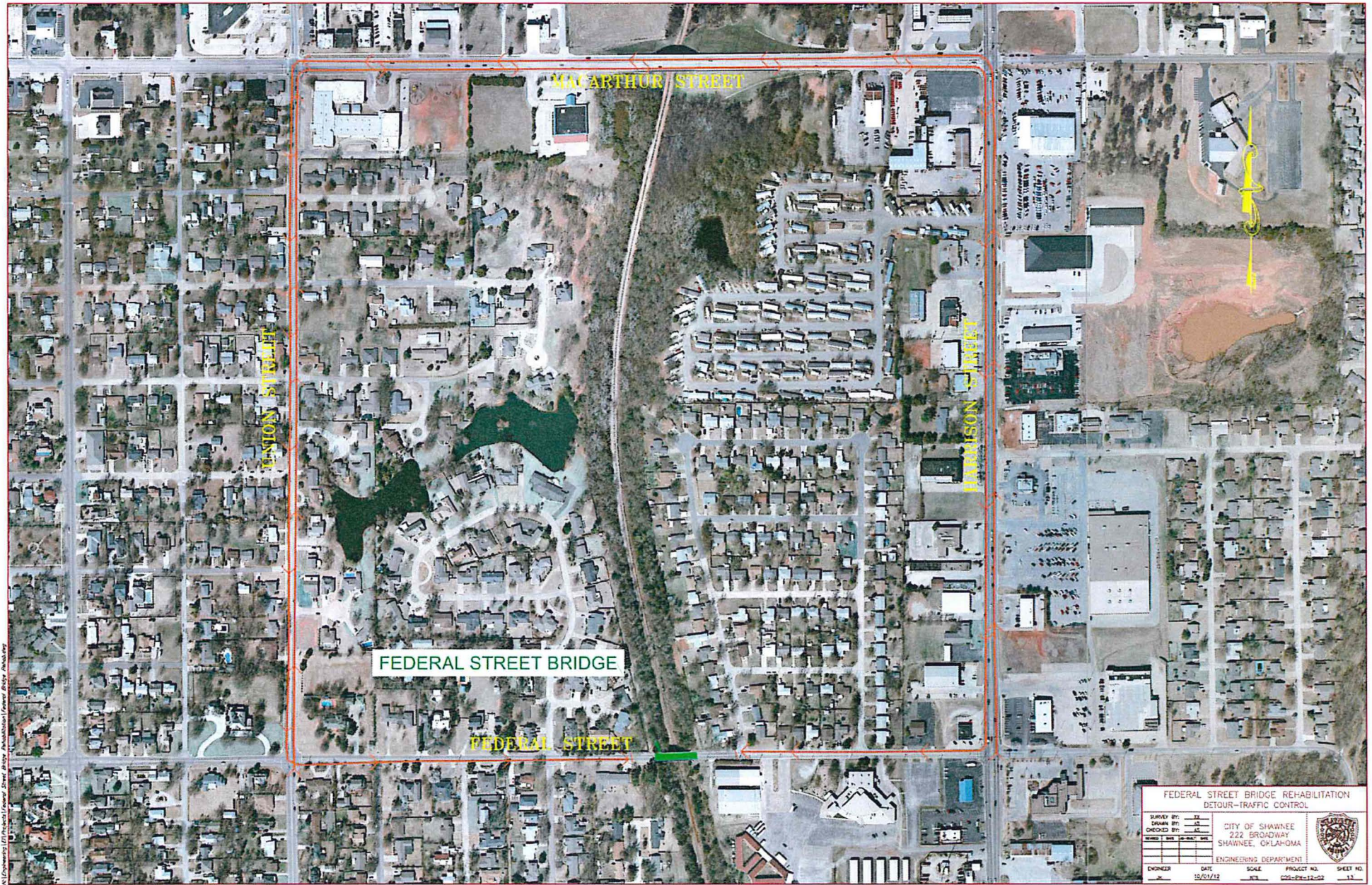


SLOPE WALL PROFILE VIEW



TYPICAL ELEVATION THRU SLOPEWALL

FEDERAL STREET BRIDGE REHABILITATION SLOPEWALL DETAILS				
SURVEY BY:	AL	CITY OF SHAWNEE 222 BROADWAY SHAWNEE, OKLAHOMA		SHEET NO. 12
DRAWN BY:	AL			
CHECKED BY:	AL			
DESIGN BY:	AL	ENGINEERING DEPARTMENT		
ENGINEER	DATE 10/05/12	SCALE N/A	PROJECT NO. GR-PB-12-02	



TRAFFIC CONTROL NOTES

CONTRACTOR

ON CONSTRUCTION PROJECTS, IT WILL BE THE RESPONSIBILITY OF THE CONTRACTOR TO INSTALL THE NECESSARY TRAFFIC CONTROL BEFORE CONSTRUCTION BEGINS.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ALL DEVICES TO ASSURE A HIGH DEGREE OF BOTH DAY AND NIGHT VISIBILITY, WHICH WILL INCLUDE ALL WASHING, REPLACEMENT AND/OR REPOSITIONING WHERE DEEMED NECESSARY BY THE ENGINEER.

THE CONTRACTOR SHALL REPAIR OR REPLACE ANY NEW OR EXISTING PERMANENT STATE/CITY OWNED SIGNS WHICH ARE DAMAGED DUE TO HIS/HER NEGLIGENCE OR CARELESS HANDLING DURING THE CONSTRUCTION OF THIS PROJECT. THIS SHALL BE DONE AT THE CONTRACTORS EXPENSE.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING TEMPORARY TRAFFIC CONTROL WORK ZONE AND EXISTING PAVEMENT MARKINGS ON ALL ROADWAYS OPEN TO TRAFFIC WITHIN THE PROJECT. SUFFICIENT QUANTITIES HAVE BEEN PROVIDED FOR MAINTAINING PAVEMENT MARKINGS FOR PRESCRIBED DETOUR ROUTES WHEN DEEMED NECESSARY BY THE ENGINEER.

SIGN MATERIALS

ALL SIGN BLANK MATERIALS SHALL BE THE OPTION OF THE CONTRACTOR BUT SHALL BE OF SUCH MATERIAL THAT WILL RETAIN A SATISFACTORY APPEARANCE THROUGHOUT THE LIFE OF THE PROJECT.

ALL SIGNS, LIGHTS, FLAGS, ETC. SHALL CONFORM IN SIZE, SHAPE, COLOR, LEGENDS AND APPLICATIONS TO THE STANDARDS SET FORTH IN THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES AND/OR OKLAHOMA STATE STANDARD DRAWINGS FOR SIGNS. STANDARDS DRAWINGS ARE AVAILABLE FROM THE DEPARTMENT OF TRANSPORTATION. INTERPRETATION THAT MAY BE NECESSARY SHALL BE REFERRED TO THE ENGINEER.

SIGN SHEETING

REFLECTORIZING OF TRAFFIC CONTROL DEVICES SHALL BE BY MEANS OF WIDE ANGLE, FLAT TOP REFLECTIVE SHEETING MEETING THE REQUIREMENTS OF 2009, OKLAHOMA STANDARD SPECIFICATIONS.

SIGN INSTALLATIONS

ALL SIGNS SHALL BE SECURELY PLACED OR WEIGHTED TO PREVENT BLOWING OVER. BROKEN ROCKS, CONCRETE OR OTHER SUCH OBJECTS SHALL NOT BE CONSIDERED AN ACCEPTABLE SUBSTITUTE FOR SAND BAGS WHEN USED TO OBTAIN ADDED STABILITY FOR MOVABLE SIGNS AND BARRICADES.

IN ALL CONSTRUCTION ZONES, THE 48 INCH BY 48 INCH WARNING SIGNS SHALL HAVE ATTACHED THERETO FLUORESCENT FLAGS AND TYPE "A" WARNING LIGHTS. THIS SHALL ALSO APPLY WHEN SIGNS ARE USED ON BOTH SIDES OF THE ROADWAY. ADDITIONAL FLASHING LIGHTS MAY BE REQUIRED WHEN SO DESIRED BY THE ENGINEER.

ALL "BRIDGE OUT" AND "DETOUR" SIGNS MUST BE PLACED IN A FASHION TO ELIMINATE CONFUSION AND CONGESTION THROUGH THE NEIGHBORHOODS ADJOINING FEDERAL STREET. THE DETOUR MUST BE CLEAR AND EASILY FOLLOWED THE ENTIRE LENGTH OF THE DETOUR.

DUE TO THE TEMPORARY NATURE OF CONSTRUCTION, SIGNS WHICH ARE 33 S.F. AND OVER WILL HAVE NO REINFORCING STEEL IN THEIR FOOTINGS.

ALL SIGNS AND SIGN ASSEMBLIES WITH A TOTAL SURFACE AREA OF 10 S.F. OR MORE SHALL BE INSTALLED ON TWO (2) POSTS. THE EXCEPTION BEING SINGLE ROUTE MARKER ASSEMBLIES.

SIGNS MOUNTED ON BARRICADES SHALL BE MOUNTED AS HIGH AS NECESSARY TO BE VISIBLE.

BARRICADES

CONCRETE BARRICADES SHALL BE PLACED BLOCKING THE ENTIRE ROADWAY ON EITHER SIDE OF THE BRIDGE WITHIN THE WORKZONE TO KEEP TRAFFIC FROM PASSING THROUGH.

TYPE THREE (3) BARRICADES SHALL BE SET ON EITHER SIDE OF THE ROADWAY AND IN ROADWAY AT WORKZONE TO GIVE ADVANCEMENT OF CONSTRUCTION.

LIGHTING

TYPE "A" WARNING LIGHTS SHALL BE USED ON BARRICADES (AS REQUIRED) AND WARNING SIGNS.

TYPE "C" WARNING LIGHTS MAY BE USED ON VERTICAL PANELS (OPTIONAL).

CONSTRUCTION NOTES

BEFORE WORK IS TO BEGIN, CONTRACTOR IS TO SUBMIT A COMPLETE TRAFFIC CONTROL PLAN FOR THE ENTIRE LENGTH OF THE PROJECT FOR APPROVAL BY THE ENGINEER.

SHOULD THE REQUIRED WORK ON ANY PROJECT, INCLUDING ANY TRAFFIC CONTROL, OVERLAP OR OTHERWISE INTERFERE WITH ON-GOING WORK OR TRAFFIC CONTROL OF ANOTHER PROJECT, IT SHALL BE THE RESPONSIBILITY OF THE RESPECTIVE CONTRACTORS TO COORDINATE THEIR WORK ACTIVITIES TO FACILITATE THE SAFE MOVEMENT OF TRAFFIC THROUGHOUT OR AROUND THEIR COLLECTIVE WORK AREAS. ANY SUCH RECOMMENDED CHANGES SHALL BE SUBMITTED IN WRITING TO THE ENGINEER FOR APPROVAL.

BNSF SHOULD BE CONTACTED TO ENSURE SAFETY AND ACCESSIBILITY OF CONSTRUCTION OVER RAILROAD TRACKS. ANY FEES AND MONIES TO BE PAID FOR ACCESS IS TO BE PAID BY THE CONTRACTOR AND IS NOT THE RESPONSIBILITY OF THE CITY OF SHAWNEE. ALL FORMS AND FEES REQUIRED BY BNSF SHOULD BE TAKEN CARE OF PRIOR TO INSTALLING ANY TRAFFIC WARNING SIGNS AND BEGINNING WORK.

ALL TRAFFIC CONTROL DEVICES NOT REQUIRED FOR THE SAFE CONDUCT OF TRAFFIC THROUGH THE TEMPORARY TRAFFIC CONTROL ZONE SHALL BE PROMPTLY REMOVED, COMPLETELY COVERED, TURNED AWAY FROM TRAFFIC OR OTHERWISE TAKEN OUT OF SERVICE. DEVICES SHALL NOT BE STORED ALONG THE ROADWAY WITHIN FIFTEEN FEET (15') OF A PUBLIC USED OPEN DRIVING LANE, EITHER BEFORE OR AFTER THEY ARE TO BE USED UNLESS PROTECTED BY BARRIERS. THESE DEVICES SHALL BE REMOVED FROM THE TEMPORARY TRAFFIC CONTROL ZONE WHEN THE ENGINEER DETERMINES THEY ARE NO LONGER NEEDED OR WHERE THERE IS INSUFFICIENT RIGHT-OF-WAY TO PROVIDE FOR THE 15' SETBACK. THE CONTRACTOR SHALL DETERMINE ALTERNATE LOCATIONS AND REQUEST THE ENGINEERS APPROVAL TO USE THEM.

TRAFFIC CONTROL DEVICES, WARNING DEVICES, AND BARRIERS SHALL BE KEPT IN CORRECT POSITION, PROPERLY DIRECTED, CLEARLY VISIBLE AND CLEAN AT ALL TIMES. DAMAGED, DEFACED, OR DIRTY DEVICES OR BARRICADES SHALL IMMEDIATELY BE REPAIRED, REPLACED, OR CLEANED BY THE CONTRACTOR AND APPROVED FOR USE BY THE ENGINEER. ALL DEVICES AND THEIR CONDITIONS THROUGHOUT THE LIFE OF THE PROJECT SHALL MEET O.D.O.T.'S LATEST "QUALITY STANDARDS FOR TEMPORARY TRAFFIC CONTROL DEVICES."

NO EQUIPMENT OR VEHICLES BELONGING TO THE CONTRACTOR, HIS/HER SUB-CONTRACTORS OR EMPLOYEES SHALL BE PARKED OR STOPPED WITHIN THIRTY FEET (30') OF A LANE CARRYING TRAFFIC, AT ANY TIME, UNLESS REQUIRED BY ON-GOING CONSTRUCTION OR APPROVED BY THE ENGINEER.

ALL DETOURS AND DIVERSIONS SHOULD BE IN PLACE, WITH SIGNING, STRIPING AND CHANNELIZING DEVICES, AS SHOWN IN PLANS OR STANDARD DRAWINGS BEFORE THEY ARE OPENED TO TRAFFIC.

NO LESS THAN SEVEN (7) DAYS PRIOR TO CLOSING THE ROAD TO THROUGH TRAFFIC, THE CONTRACTOR SHALL NOTIFY THE FOLLOWING INDIVIDUALS AND AGENCIES DESCRIBING THE AFFECTED ROAD AND THE APPROXIMATE DURATION OF THE CLOSURE. THOSE TO BE NOTIFIED INCLUDE BUT ARE NOT LIMITED TO: 1) LOCAL LAW ENFORCEMENT OFFICIALS, 2) LOCAL FIRE OFFICIALS, 3) AMBULANCE SERVICES, 4) LOCAL SCHOOL SUPERINTENDENT, 5) UNITED STATES POSTAL SERVICE, AND 6) CITY OR COUNTY ROAD SUPERINTENDENT.

ARROW DISPLAY

USE OF AN ARROW DISPLAY, IN THE ARROW OR CHEVRON MODE, SHALL BE LIMITED TO STATIONARY OR MOVING LANE CLOSURES.

AN ARROW DISPLAY, IN THE CAUTION MODE, SHALL BE USED ONLY FOR SHOULDER WORK, BLOCKING THE SHOULDER, ROADSIDE WORK NEAR THE SHOULDER, OR FOR MOBILE OPERATIONS (I.E. STRIPING).

AN ARROW DISPLAY IN THE ARROW OR CHEVRON MODE, SHALL NOT BE USED ON A TWO-LANE, TWO-WAY ROADWAY FOR TEMPORARY ONE-LANE OPERATION.

AN ARROW DISPLAY SHALL NOT BE USED ON A MULTI-LANE ROADWAY TO LATERALLY SHIFT TRAFFIC.

FLAGGERS

FLAGGERS MUST BE CLEARLY VISIBLE TO APPROACHING TRAFFIC FOR A DISTANCE SUFFICIENT TO PERMIT PROPER RESPONSE BY MOTORIST TO THE FLAGGING INSTRUCTIONS AND TO PERMIT TRAFFIC TO REDUCE SPEED OR STOP BEFORE ENTERING THE TEMPORARY TRAFFIC CONTROL ZONE. FLAGGERS SHALL BE POSITIONED TO MAINTAIN MAXIMUM COLOR CONTRAST BETWEEN THE FLAGGERS REFLECTIVE CLOTHING, EQUIPMENT AND THE WORK AREA BACKGROUND.

DURING HOURS OF DARKNESS, FLAGGER STATIONS SHALL BE ILLUMINATED SUCH THAT THE FLAGGER WILL BE CLEARLY VISIBLE TO APPROACHING TRAFFIC. LIGHTS TO BE USED FOR ILLUMINATION THE STATION SHALL BE APPROVED BY THE ENGINEER. REFLECTORIZED PADDLES AND REFLECTORIZED VEST, SHIRTS, OR JACKETS SHALL BE USED FOR NIGHTTIME FLAGGING.

UNLESS OTHERWISE SPECIFIED IN THE PLANS, THE COST OF FLAGGING OPERATIONS SHALL BE INCLUDED IN THE LUMP SUM OF THE TRAFFIC CONTROL ITEM.

CHANNELIZING DEVICES

IN THOSE AREAS WHERE DRIVERS ARE ASKED TO MAKE A DECISION OR JUST BE GUIDED THROUGH A PRECISE MOVEMENT, BY USE OF CHANNELIZING DEVICES, IT IS ESPECIALLY IMPORTANT TO PROVIDE A CLEARLY DEFINED PATH. EXAMPLES OF THIS COULD BE IN DELINEATING A TEMPORARY GORE OR TURNING RADIUS, IN SUCH AREAS THE SPACING OF CHANNELIZING DEVICES MAY BE REDUCED TO 10 FEET FOR SPEEDS OF 40 MPH OR LESS.

WHEN CHANNELIZING DEVICES ARE USED TO DIRECT TRAFFIC ACROSS EXISTING LANE LINES OR EDGE LINES, THE SPACE BETWEEN CHANNELIZING DEVICES SHALL BE REDUCED BY 50%. SPACING SHOULD ALSO BE REDUCED WHEN CHANNELIZING DEVICES ARE PLACED ON CURVES, HILLS, OR NEXT TO POTENTIAL HAZARDS.

ALL TRAFFIC CONTROL CHANNELIZING DEVICES SHALL MEET MUTCD COLOR REQUIREMENTS.

MINIMUM STANDARDS FOR TRAFFIC CONTROL DEVICES

- (1) WARNING LIGHTS (TYPE A FLASHERS AND TYPE C STEADY BURN)
 - (A) NOT LESS THAN NINETY (90) PERCENT OF THE TOTAL NUMBER OF LIGHTS BEING USED AT ANY ONE TIME SHALL BE FULLY OPERATIONAL
 - (B) NOT MORE THAN THREE (3) LIGHTS ADJACENT TO ONE ANOTHER SHALL BE FAILING
- (2) ARROW DISPLAY
 - (A) WHEN IN ARROW MODE, NO MORE THAN TWO (2) LAMPS IN THE STEM AND ZERO (0) LAMPS IN THE HEAD SHALL BE FAILING. THE DIMMING FUNCTION SHALL BE OPERATING PROPERLY.
 - (B) WHEN IN CAUTION MODE (CORNERS), A MINIMUM OF FOUR (4) LAMPS SHALL BE OPERATIONAL. THE DIMMING FUNCTION SHALL BE OPERATING PROPERLY.
- (3) PAVEMENT MARKING TAPE
 - (A) NOT MORE THAN TEN (10) PERCENT OF ALL TAPE, PAINT, MESSAGE OR SYMBOL SHALL BE MISSING
 - (B) NOT MORE THAN TWO (2) CONSECUTIVE DASHED LINES SHALL BE MISSING.
 - (C) NOT MORE THAN FIFTY (50) CONTINUOUS FEET OF A SOLID LINE SHALL BE MISSING.

STRIPING

WHenever THE WORK CAUSES THE OBLITERATION OF PAVEMENT MARKERS, EITHER TEMPORARY OR PERMANENT MARKINGS SHALL BE IN PLACE PRIOR TO OPENING THE ROADWAY TO TRAFFIC. CENTERLINE PAVEMENT MARKINGS SHALL BE PROVIDED AT ALL TIMES FOR ROADWAYS OPEN TO TRAFFIC.

THE APPLICATION SURFACES FOR PAVEMENT MARKINGS SHALL BE FREE OF DUST, DIRT, MOISTURE OR OTHER FOREIGN WATER WHICH WOULD INTERFERE WITH ADHESION. INSTALLATION OF ALL PAVEMENT MARKING SHALL BE IN ACCORDANCE WITH THE MANUFACTURERS RECOMMENDATIONS AND THE MUTCD.

ALL TEMPORARY PAVEMENT MARKINGS SHALL BE REMOVED IMMEDIATELY AHEAD OF THE PERMANENT STRIPING OPERATIONS OR RE-STRIPING FOR FOLLOWING CONSTRUCTION PHASES.

WHEN REMOVABLE PAVEMENT MARKINGS TAPE IS TO BE INSTALLED ON NEW CONCRETE PAVEMENT, THE CURING COMPOUND SHALL BE REMOVED PRIOR TO INSTALLATION.

IF REMOVABLE PAVEMENT MARKING TAPE IS INSTALLED IN ACCORDANCE WITH THE MANUFACTURERS SPECIFICATIONS AND FAILS DURING THE FIRST SIX MONTHS OF SERVICE, IT SHALL BE REPLACED AT THE CONTRACTORS EXPENSE. REPLACEMENT SHALL BE ACCOMPLISHED IN A TIMELY MANNER UPON BEING NOTIFIED, BY THE ENGINEER, OF SUCH FAILURE.

MISCELLANEOUS

TRAFFIC CONDITIONS MAY NECESSITATE CHANGES IN THE USE AND/OR QUANTITIES OF THE TRAFFIC CONTROL DEVICES SHOWN IN THE PLANS OR IN THE STANDARDS. ANY SUCH CHANGES ARE SUBJECT TO APPROVAL BY THE ENGINEER.

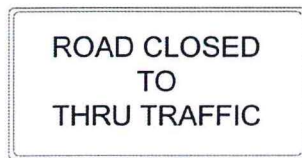
ALL CHANNELIZING DEVICES PROVIDED ON THIS PROJECT SHALL BE IN GOOD CONDITION AND SHALL BE APPROVED FOR USE ON THIS PROJECT BY THE ENGINEER.

THE REGULATORY SPEED LIMITS THROUGH THE WORK ZONE MAY BE ADJUSTED AT THE DISCRETION OF THE ENGINEER WITH THE DOCUMENTED APPROVAL OF THE DIVISION ENGINEER.

THE CONSTRUCTION SIGNING AND BARRICADE CONTRACTOR SHOULD AFFIX THEIR COMPANY NAME AND/OR LOGO INCONSPICUOUSLY ON EACH TRAFFIC CONTROL DEVICE.

FEDERAL STREET BRIDGE REHABILITATION TRAFFIC CONTROL NOTES

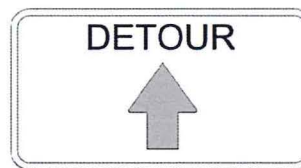
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ENGINEER: _____ DATE: _____ SCALE: _____	PROJECT NO. _____ SHEET NO. _____		



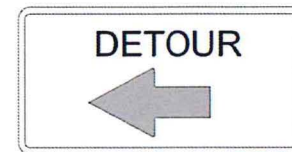
R11-4 ROAD CLOSED SIGN



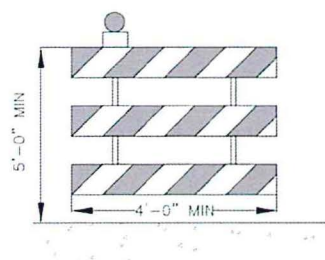
R11 BRIDGE OUT SIGN



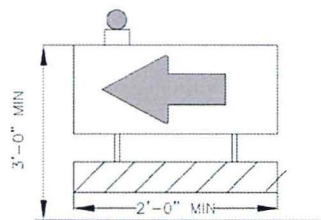
DETOUR M4-9(V)



DETOUR M4-9(R)



TYPE 3 BARRICADE



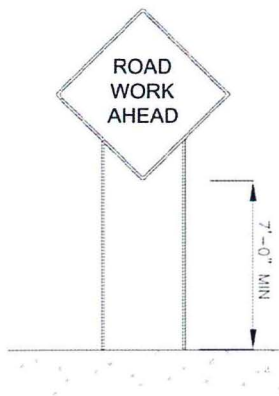
DIRECTION INDICATOR BARRICADE



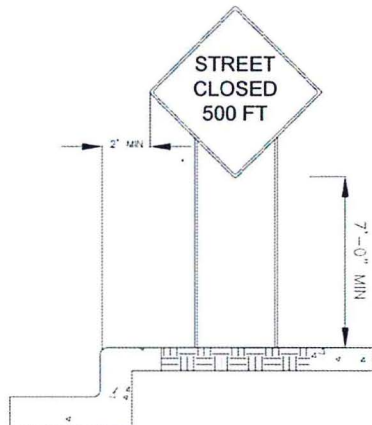
W3-4 BE PREPARED TO STOP SIGN



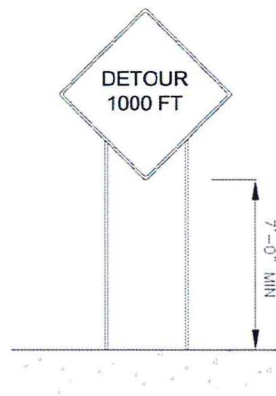
W21-9 BRIDGE REPAIR SIGN



URBAN DISTRICT
(ROAD WORK AHEAD)



URBAN DISTRICT
(WITH CURB)



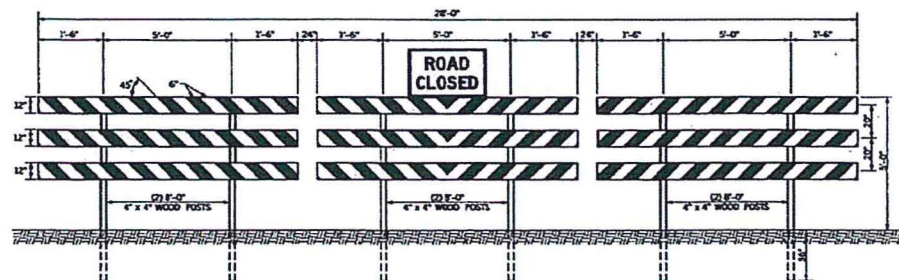
URBAN DISTRICT
(DETOUR)

NOTES:

WORD SIGNS MAY BE USED IF SYMBOL SIGNS ARE NOT AVAILABLE EITHER IN "STANDARD HIGHWAY SIGNS MANUAL" OR IN THE MUTCD (CURRENT EDITION).

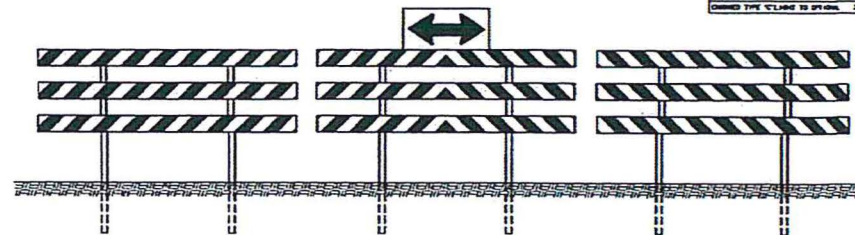
ALL DIAMOND SHAPE CONSTRUCTION WARNING SIGNS SHALL BE 48 INCHES BY 48 INCHES OTHERWISE NOTED IN THE PLANS.

FEDERAL STREET BRIDGE REHABILITATION TRAFFIC CONTROL STANDARDS				
SURVEY BY: _____ DRAWN BY: _____ CHECKED BY: _____ REVISION: _____ DATE: _____	CITY OF SHAWNEE 222 BROADWAY SHAWNEE, OKLAHOMA ENGINEERING DEPARTMENT		PROJECT NO.: _____ SHEET NO.: _____	ENGINEER: _____ DATE: 10/20/12 SCALE: AS SHOWN



WHEN ROAD ENDS

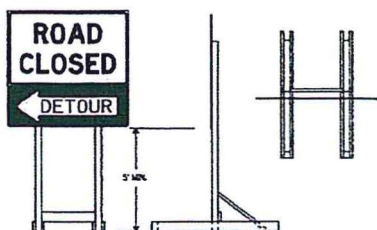
PERMANENT TYPE III(A/B) BARRICADE
DIMENSIONS ARE TYPICAL FOR BOTH BARRICADES



FOR T-INTERSECTIONS

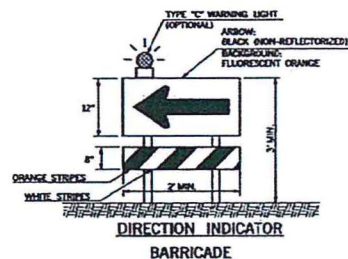
NOTES: A PERMANENT BARRICADE TYPE III(A/B) SHALL CONSIST OF NINE (9) PANELS AND SIX (6) POSTS.
TYPICAL INSTALLATION AS SHOWN IS FOR AN ABSOLUTE CLOSURE.
BARRICADES SHOULD NOT BE PLACED PARALLEL TO TRAFFIC IF NOT OUTSIDE OF CLEAR ZONE.

PERMANENT BARRICADE TYPE III(B) WILL BE IDENTICAL TO TYPE III(A) WITH MORE OR LESS ADDITIONAL REFLECTORIZED JOINTS/LAMBER PANELS ATTACHED TO THE BACK SIDE OF THE BARRICADE.
COLOR: BACKGROUND - WHITE REFLECTORIZED DIAGONAL STRIPES - RED REFLECTORIZED

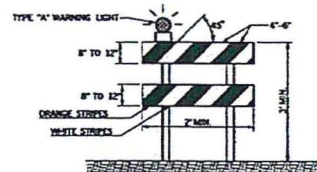


Skid-Mounted Sign Support with plywood sign

LONG/INTERMEDIATE TERM STATIONARY PORTABLE SIGN SUPPORTS
5 Foot Mounting Height
(SKID MOUNTED)
(SHALL BE PLACED BEHIND TYPE III BARRICADE)

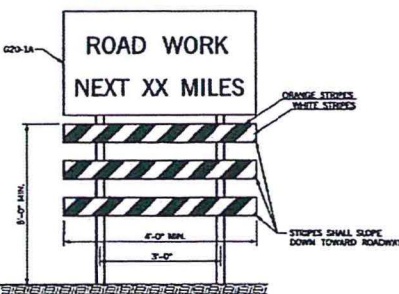


DIRECTION INDICATOR BARRICADE

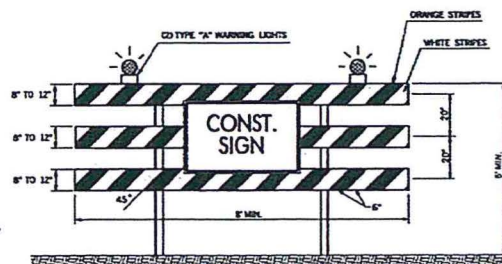


TYPE II BARRICADE

NOTES: FOR WOODEN BARRICADES NOMINAL LAMBER DIMENSIONS WILL BE SATISFACTORY.
FOR RAILS LESS THAN 3 FEET LONG, 4 INCH WIDE STRIPES SHALL BE USED.
TYPE II BARRICADES SHALL BE CONSTRUCTED USING A MINIMUM OF TWO (2) POSTS.
FOR WOODEN BARRICADES, PANEL THICKNESS SHALL NOT EXCEED ONE-HALF INCH (1/2").
BARRICADES SHOULD NOT BE PLACED PARALLEL TO TRAFFIC IF NOT OUTSIDE OF CLEAR ZONE.
PROJECTS WITH WORK UNITS OF 2.0 MILES OR MORE IN LENGTH WILL REQUIRE THE G23-1A SIGN. THE SIGN G23-1A WILL BE REQUIRED ON ONE SIDE OF A 2-LANE ROADWAY AND BOTH SIDES OF A DIVIDED HIGHWAY.
ALL BARRICADE STRIPES SHALL BE RETROREFLECTIVE.
COLOR: BACKGROUND - WHITE REFLECTORIZED DIAGONAL STRIPES - FLUORESCENT ORANGE REFLECTORIZED
IF BARRICADES ARE USED TO CHANNELIZE TRAFFIC, THERE SHALL BE CONTINUOUS DETECTABLE BOTTOM AND TOP RAILS WITH NO GAPS BETWEEN INDIVIDUAL BARRICADES TO BE DETECTABLE TO USERS OF LONG CARS. THE BOTTOM OF THE BOTTOM RAIL SHALL BE NO HIGHER THAN 6 INCHES ABOVE THE GROUND SURFACE. THE TOP OF THE TOP RAIL SHALL BE NO LOWER THAN 36 INCHES ABOVE THE GROUND SURFACE.
SIGNS MOUNTED ON TYPE II BARRICADES SHOULD NOT COVER MORE THAN 50 PERCENT OF THE TOP TWO RAILS OR 10 PERCENT OF THE TOTAL AREA OF THE THREE RAILS.
SIGNS MOUNTED ON BARRICADES, OR OTHER PORTABLE SUPPORTS, SHALL BE NO LESS THAN 7' ABOVE THE TRAVELED WAY.
SANDBAGS MAY BE PLACED ON LOWER PARTS OF THE FRAME OR THE STAYS OF BARRICADES TO PROVIDE THE REQUIRED BALLAST.
BALLAST SHALL NOT BE PLACED ON TOP OF ANY STRIPED RAIL. BARRICADES SHALL NOT BE BALLASTED BY NONPERFORABLE OBJECTS SUCH AS ROCKS OR CHAINS OF CONCRETE. BALLAST SHALL NOT EXTEND INTO THE ACCESSIBLE PASSAGE WIDTH OF 6'7".
DIRECTION INDICATOR BARRICADE SHALL CONSIST OF A ONE-DIRECTION LARGE ARROW (9'-0" SIDE) MOUNTED ABOVE A DIAGONAL STRIPED, HORIZONTAL ALIGNED, RETROREFLECTIVE RAIL.
WHERE BARRICADES EXTEND ENTIRELY ACROSS A ROADWAY, THE STRIPES SHOULD SLOPE DOWNWARD IN THE DIRECTION TOWARD WHICH ROAD USERS MUST TURN.
WHERE BOTH RIGHT AND LEFT TURNS ARE PROVIDED, THE BARRICADE STRIPES SHOULD SLOPE DOWNWARD IN BOTH DIRECTIONS FROM THE CENTER OF THE BARRICADE OR BARRICADES.
WHERE NO TURNS ARE PROVIDED, THE STRIPES SHOULD BE POSITIONED TO SLOPE DOWNWARD TOWARD THE CENTER OF THE BARRICADE OR BARRICADES.



WING BARRICADE



TYPE III BARRICADE

BASIS OF PAYMENT		
ITEM NO.	ITEM	UNIT
680(B)	CONSTRUCTION SIGNS	SD
680(C)	CONSTRUCTION BARRICADES	SD
680(E)	WARNING LIGHTS	SD



APPROVED BY: *Chief Engineer* DATE: 3/2/11

TRAFFIC STANDARD

TRAFFIC CONTROL STANDARD
TRAFFIC CONTROL DEVICES

SHEET 16

2009 SPECIFICATIONS

TCS4-1 01
T-504

DRAWING NOTES:

- 1 INCH RADIUS ALLOWED FOR EASE OF CASTING.
- THE TOP SURFACE OF ONE END OF EACH BARRIER UNIT SHALL BE PERMANENTLY MARKED INDICATING THE FOLLOWING INFORMATION:
 - NCHRP REPORT 350 APPROVED
 - TYPE F BARRIER
 - MANUFACTURER IDENTIFICATION
 - DATE MANUFACTURED (MONTH AND YEAR)
 EXAMPLE: 350F-SM9/01 (SM=SMITH MATERIALS)
- 1 INCH CHAMFER TO PREVENT SPALLING

GENERAL NOTES:

- ALL CONSTRUCTION AND MATERIAL REQUIREMENTS OF THE PORTABLE PRECAST CONCRETE MEDIAN BARRIER, PROVIDED BY THE CONTRACTOR, SHALL BE IN ACCORDANCE WITH THE 2009 ENGLISH STANDARD SPECIFICATIONS & MEET REQUIREMENTS OF NCHRP REPORT 350, TEST LEVEL 3. CONTRACTOR MAY PROVIDE ANY PORTABLE F-SHAPE BARRIER DESIGN MEETING THE REQUIREMENTS OF NCHRP REPORT 350, SO LONG AS THE MATERIAL REQUIREMENTS OF 2009 STANDARD SPECIFICATIONS ARE MET.
- CONCRETE FOR PORTABLE PRECAST CONCRETE MEDIAN BARRIER SHALL REACH A MINIMUM OF 4000 PSI STRENGTH AFTER 28 DAYS.
- ALL REINFORCEMENT SHALL BE DEFORMED GRADE 60, AASHTO M 31, EXCEPT FOR THE CONNECTION LOOP BAR ASSEMBLY SHALL BE SMOOTH #6 BARS WITH A MINIMUM YIELD STRENGTH OF 60 KSI, A MINIMUM TENSILE STRENGTH OF 80 KSI, AND PASSING A 180 DEGREE BEND TEST USING A 2 1/2" PIN BEND DIAMETER. THE LOOPS SHALL BE INSTALLED WITHIN 1/2" OF THE PLAN DIMENSIONS.
- CONTRACTOR SHALL FURNISH AND INSTALL REFLECTIVE MARKERS ON BARRIER AS RECOMMENDED BY THE MANUFACTURER AND SHOWN ON THIS SHEET. THE MARKERS SHALL BE INSTALLED AT NOMINAL 12.5 FOOT SPACING AND FACE ONCOMING TRAFFIC. THE CONTRACTOR SHALL MAINTAIN THE MARKERS AND PROMPTLY REPAIR OR REPLACE ANY DAMAGED OR MISSING UNITS. ALL COSTS FOR FURNISHING, INSTALLING AND MAINTAINING MARKERS SHALL BE INCLUDED IN THE PRICE BID FOR THE TEMPORARY BARRIER RAIL.
- UNLESS STATED OTHERWISE IN THE PLANS, THE BARRIER RAIL SECTIONS SHALL REMAIN THE PROPERTY OF THE CONTRACTOR AND AT THE COMPLETION OF THE WORK SHALL BE REMOVED FROM THE SITE BY CONTRACTOR.
- WHEN TEMPORARY BARRIER RAIL IS INSTALLED WITHIN 2 FEET OF A DROPOFF, BARRIER SECTIONS SHALL BE ANCHORED WITH TIE DOWN PINS AS DESCRIBED AND SHOWN ON TIE-DOWN DETAIL, THIS SHEET. SEE ROADWAY STD. PDT-1-(LATEST REVISION) FOR PAYMENT EDGE DROPOFF DETAILS.

BASIS OF PAYMENT		
ITEM NO.	ITEM	UNIT
877(A)	PORTABLE LONGITUDINAL BARRIER	L.F.
877(B)	DELIVER PORTABLE LONGITUDINAL BARRIER	L.F.
877(C)	RELOCATION OF PORT. LONGITUDINAL BARRIER	L.F.

THIS STANDARD SHALL BE USED IN CONJUNCTION WITH TCS25-1.



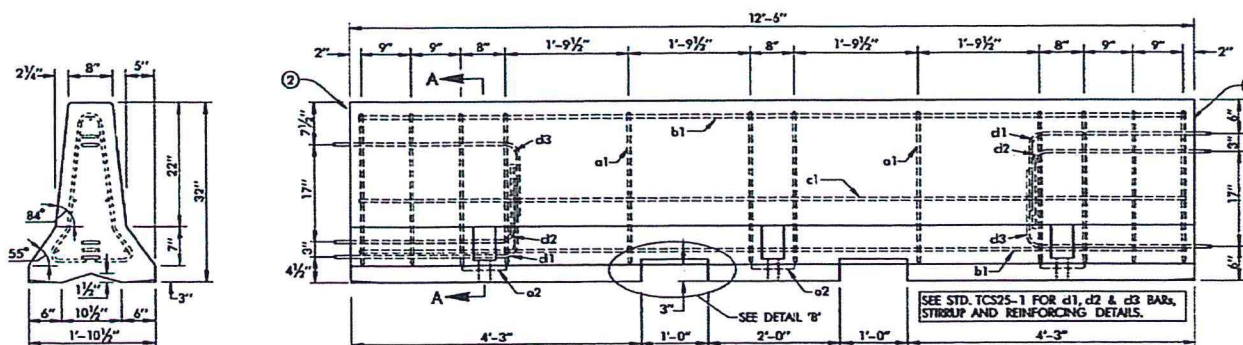
APPROVED BY: *[Signature]* DATE: 7/20/14
TRAFFIC ENGINEER

TRAFFIC STANDARD

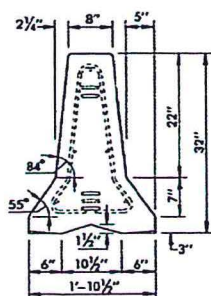
TRAFFIC CONTROL STATNARD
PORTABLE LONGITUDINAL BARRIER

2009 SPECIFICATIONS (NCHRP 350 F-SHAPE) TCS24-1 01

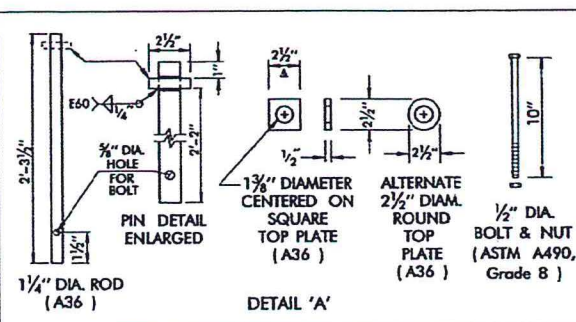
T-524



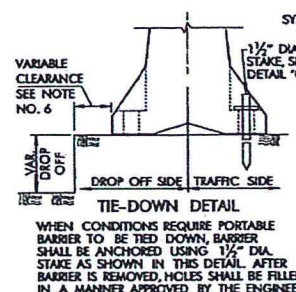
ELEVATION VIEW



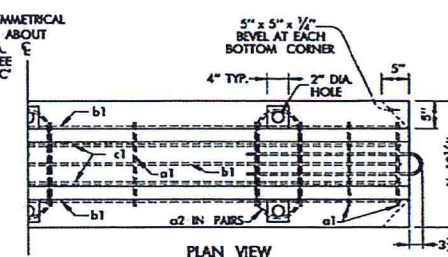
END VIEW



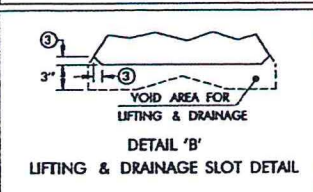
DETAIL 'A'



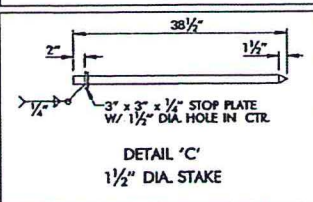
WHEN CONDITIONS REQUIRE PORTABLE BARRIER TO BE TIED DOWN, BARRIER SHALL BE ANCHORED USING 1 1/2" DIA. STAKE AS SHOWN IN THIS DETAIL. AFTER BARRIER IS REMOVED, HOLES SHALL BE FILLED IN A MANNER APPROVED BY THE ENGINEER.



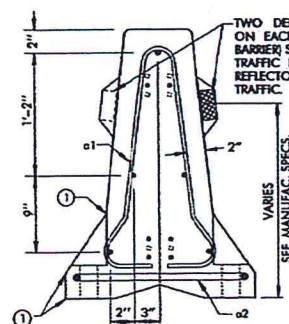
PLAN VIEW



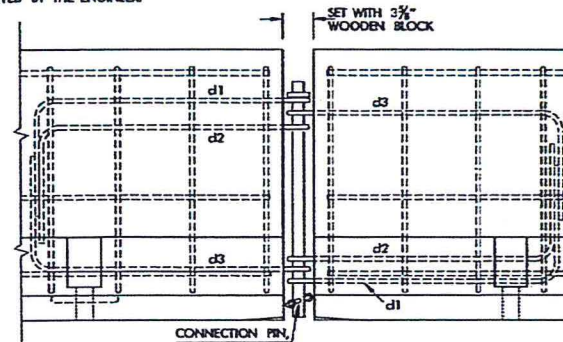
DETAIL 'B'
LIFTING & DRAINAGE SLOT DETAIL



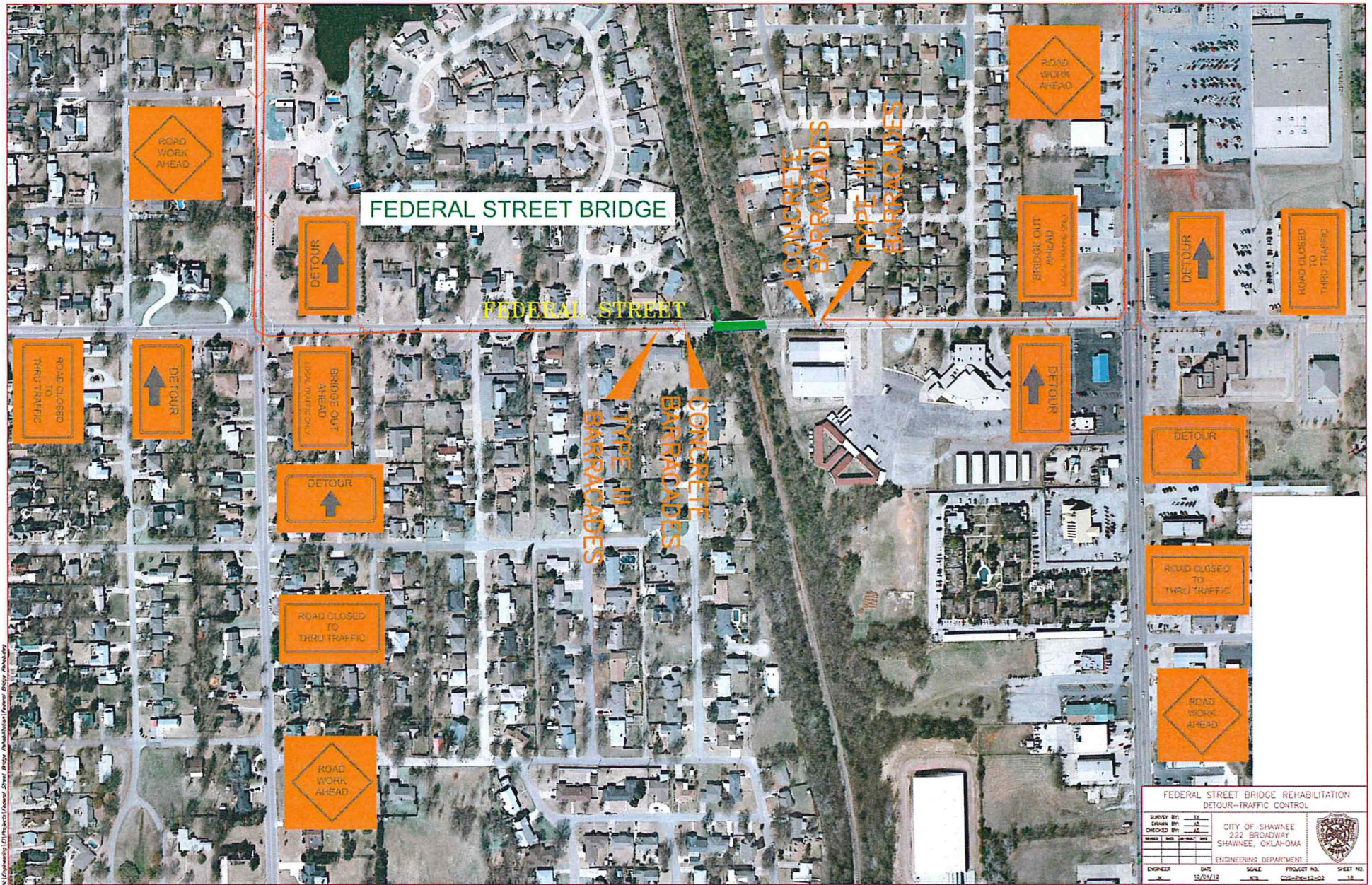
DETAIL 'C'
1 1/2" DIA. STAKE



SECTION A-A
TYPICAL SECTION
STIRRUP PLACEMENT

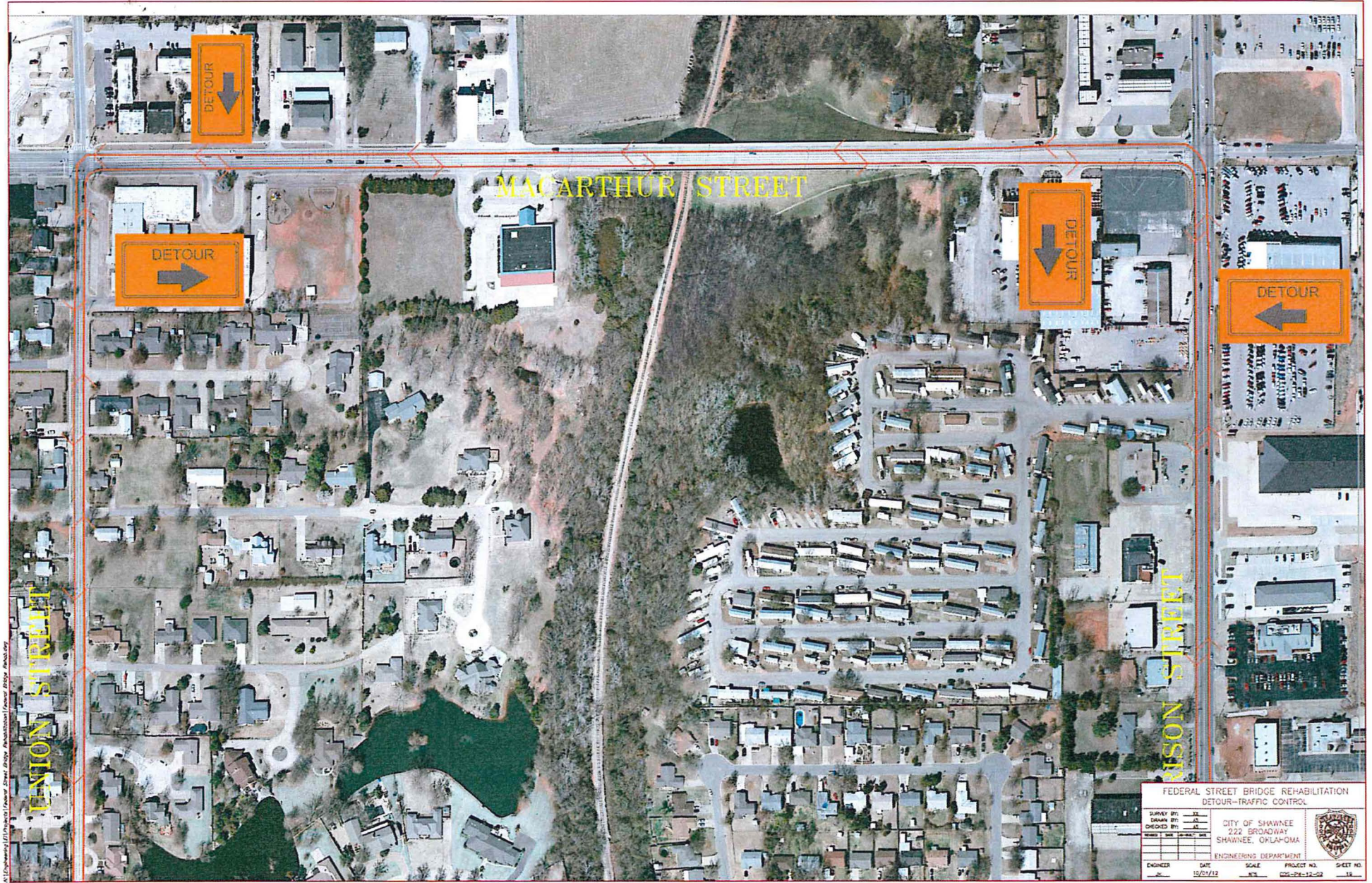


DETAILS OF BARRIER SECTION CONNECTION



All Drawings (J) Project Name: Street Bridge Rehabilitation (General Bridge Rehabilitation)

FEDERAL STREET BRIDGE REHABILITATION DETOUR-TRAFFIC CONTROL				
SURVEY BY:	DE			
DRAWN BY:	DE			
CHECKED BY:	DE			
DATE:	12/01/12			
ENGINEER:	DE			
CITY OF SHAWNEE 222 BROADWAY SHAWNEE, OKLAHOMA				
ENGINEERING DEPARTMENT				
SCALE:	AS SHOWN	PROJECT NO.:	222-PR-12-02	SHEET NO.:
				18



As [Engineering] [City/County] [Project Name] [Project Location] [Project Date]

FEDERAL STREET BRIDGE REHABILITATION
DETOUR-TRAFFIC CONTROL

CITY OF SHAWNEE 222 BROADWAY SHAWNEE, OKLAHOMA				
ENGINEERING DEPARTMENT				
ENGINEER	DATE	SCALE	PROJECT NO.	SHEET NO.
AL	5/20/12	AS SHOWN	2012-01-01	1A

City of Shawnee
Bridge Preservation Plan
Appendix A – Bridge 7 Field Assessment



General Bridge Information

Bridge Location

County: Pottawatomie
City: Shawnee
Facility Carried: FAU5510 (Federal Street)
Crossing Feature: A.T. & S.F. Railroad
NBI No.: 17876
Local ID: 7
Bridge Description: 35' - 45' - 35' Span PC Beam Bridge w/ Concrete Rails



Looking West along the deck.

City of Shawnee
Bridge Preservation Plan
Appendix A – Bridge 7 Field Assessment



Preliminary Estimate – \$632,411

Improvement Types(s) (place x by all applicable types)

- X Deck Replacement: **Replace entire deck and traffic rails**
- Deck Rehabilitation:
 - 5" Concrete Overlay
 - Overlay
 - Description:
 - Flood Coat
- Superstructure Replacement
- Painting:
- Joint Repair:
- X Beam Repair: **Grout/Repair Beam ends**
- X Bearing Repair:
- X Sub-structure Repair: **Patch Pier Caps**
- X Scour Repair: **Concrete slopewall with backfill at the abutment headers.**
- Other Major Action(s)
 - Description:

Description of Traffic

The bridge will be closed to traffic. A minimal detour route is required to maintain access to side streets on the east and west sides of the bridge.

Description of Utilities

A water line hangs from the overhang section of the deck on the south side of the bridge. A communication/power line hangs from the overhang section of the deck on the North side of the bridge. The bridge is over a railroad, so a permit to work will be required as well as coordination with the railroad during construction.

City of Shawnee
Bridge Preservation Plan
Appendix A – Bridge 7 Field Assessment



Photo Documentation

Bridge Element: Deck

Existing Condition:

The deck slab contains patches, potholes, and impending potholes. A 3 foot by 3 foot patch is visible in the soffit. A chain drag indicated many more delaminations not yet fully formed into spalls and potholes.

Proposed Improvements:

Replace deck slab and traffic rail with current design. Install an approach slab and expansion joint on the West side of the bridge.



Condition of the Deck

City of Shawnee

Bridge Preservation Plan



Appendix A – Bridge 7 Field Assessment

Bridge Element: Prestressed Beam Ends and Diaphragms

Existing Condition:

The beam ends at the piers are cracking and spalling.

Proposed Improvements:

Clean exposed rebar and grout cracked and broken beam ends.



Typical Condition of Fascia Beam Ends over Piers.

City of Shawnee

Bridge Preservation Plan



Appendix A – Bridge 7 Field Assessment

Bridge Element: Abutment Headers

Existing Condition:

Erosion has exposed the abutment piles.

Proposed Improvements:

Install sloped wall to arrest erosion and cover piles.



Erosion at East Abutment, West is similar

City of Shawnee

Bridge Preservation Plan



Appendix A – Bridge 7 Field Assessment

Bridge Element: Pier Caps & Pier Walls

Existing Condition: The pier caps are spalling and rebar is exposed.

Proposed Improvements: Place pneumatic mortar to patch pier caps.



Spalling and Staining on Pier Cap



Cracks on West Pier Cap

Regular Board of Commissioners

2. j.

Meeting Date: 11/05/2012

Accept Expo Parking Lot Improvement Project

Submitted By: Donna Mayo, Administration

Department: Administration

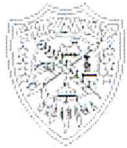
Information

Title of Item for Agenda

Acknowledge acceptance of the Expo Parking Lot Improvement Project (Contract No. COS-PW-11-04) and placing maintenance bond into effect.

Attachments

Expo Parking Lot Improvements

Mayor WES MAINORD 	The City of Shawnee PO Box 1448 Shawnee Oklahoma 74802-1448 (405) 273-1250 Fax (405) 878-1581 www.ShawneeOK.org	Commissioners PAM STEPHENS LINDA AGEE JAMES HARROD KEITH HALL JOHN WINTERRINGER STEVE SMITH
--	---	--

M E M O R A N D U M

Date: October 31, 2012

To: Brian McDougal, City Manager

From: John Krywicki, P.E., City Engineer



**Re: Acceptance of Expo Parking Lot Improvements
Contract No.: COS-PW-11-04**

The above referenced project has been satisfactorily completed in accordance with the plans, specifications, and standards of the City of Shawnee. Final As-Built quantities of work have been determined and final construction costs calculated.

The original contract bid price was at **\$1,696,850.00** submitted by CGC, LLC. Final construction costs as determined by as-built quantities of work installed, and completed are at **\$1,645,631.93** realizing a savings of \$51,218.07 (3.02% underrun).

At the November 5, 2012 City Commission meeting we will recommend official acceptance of the project thereby placing the Maintenance Bond (attached) into effect.

If you have any questions or need additional information, please advise.



SCHEDULE OF PAYMENTS

P.O. 12-2218

CGC, LLC
EXPO PARKING LOT IMPROVEMENTS

COS-PW-11-04

DATE	PAY REQUEST	AMOUNT	BALANCE	APPROVED FOR PAYMENT
02/16/12	ENCUMBERED	\$ 1,696,850.00		*****
02/28/12	#1 (1)	\$ 131,804.38	\$ 1,565,045.62	JMK
04/12/12	#2 (2)	\$ 237,292.72	\$ 1,327,752.90	JMK
04/12/12	#3 (3)	\$ 78,844.65	\$ 1,248,908.25	JMK
05/22/12	#4 (4)	\$ 356,246.37	\$ 892,661.88	JMK
06/28/12	#5 (5)	\$ 416,362.13	\$ 476,299.75	JMK
08/30/12	#6 (6)	\$ 323,544.99	\$ 152,754.76	JMK
17/12 closed PO 12-2218				
10/17/12 PO 13-1264				
10/19/12	Final	\$ 101,536.69	\$ 51,218.07	JMK
TOTAL PAID \$ 1,645,631.93				
TO DATE:				

CONTRACTOR'S CERTIFICATION

I, Jimmie Wright, the undersigned, upon oath do depose and say that I have full knowledge of the above and foregoing account, that the said account is just, correct, due and according to law and that the amount claimed after allowing all just credits, is now due and wholly unpaid, and that I am authorized to make this affidavit, so help me God.

CLAIMANT CGC, LLC

BY: Jimmie Wright
Subscribed and sworn to before me October 2

20 12, My Commission expires June 11
20 15

Notary Public: _____

ENGINEER'S CERTIFICATION

I certify that I have checked and verified this Estimate

No. _____ for the period of _____ to _____

_____, inclusive, that to the best of my knowledge and belief it is a true and correct statement of work performed and/or materials supplied by the Contractor, that all work and/or materials included in this estimate has been inspected by me and/or my duly authorized representative and that it has been performed and/or supplied in full accordance with the terms and conditions of the Contract.

BY: _____
Engineer

I hereby certify that all of the contract requirements as specified under the Labor Standards have been complied with by _____

_____ as principal contractor and by each sub-contractor employing mechanics and labors at the site of the work, or there is an honest dispute with respect to the required provisions.

BY: _____
Title

Pay App #7

Original Contract Amount	\$ 1,696,850.00	
Total Additions	\$ 165636.50	
Total Deductions	\$	
Contract as Revised to Date	\$ 1,862,486.50	
Total Amount of Work Done to Date	\$ 1,645,631.93	1,645,031.9
Materials on Hand	\$	
Total Work and Materials	\$ 1,645,631.93	1,645,031.9
Amount Retained () Per Cent	\$ 0.00	
Balance	\$ 1,645,631.93	1,645,031.9
Less Previous Payments	\$ 1,544,095.24	
Amount Due on Contract Estimate	\$ 101,536.69	100,936.6
Days Allowed in Contract	101536.69	
Days Consumed This Estimate	27	
Days Previously Consumed	139	
Total Days Consumed to Date	166	
Days Remaining in Contract	0	
Remarks:		
Expo Parking Lot Improvements		
COS-PW-11-04		
Pay Application #7		
October 2012		

APPROVED FOR PAYMENT
X [Signature]

10/11/11

10/11/11

CGC, LLC, 101 W. 5th Edmond, OK 73003				PREVIOUS QUANTITIES OF WORK COMPLETED		OF WORK COMPLETED THIS APPLICATION						
Date												
shawnee expo												
Item	Description	Unit	Quantity	Unit Price	Quantities	Amount	Quantities	Amount	Ytd QTY'S	Amount Completed to date	Total/Bid	cost to complet
1	remove asphalt paving	sy	33451	\$ 1.40	33675.54	\$47,145.76	2829.83	\$3,961.76	36505.37	\$51,107.52	\$46,831.40	\$4,276.12
2	remove concrete paving	sy	444	\$ 6.00	1279.31	\$7,675.86	-337.31	(\$2,023.86)	942	\$5,652.00	\$2,664.00	\$2,988.00
3	rem. Sidewalk	sy	2004	\$ 4.85	2004	\$9,719.40	-519.3	(\$2,518.61)	1484.7	\$7,200.80	\$9,719.40	(\$2,518.61)
4	remove concrete curb	lf	2356	\$ 4.65	2514	\$11,690.10		\$0.00	2514	\$11,690.10	\$10,955.40	\$734.70
5	remove pipe rail fence	lf	135	\$ 12.00	135	\$1,620.00		\$0.00	135	\$1,620.00	\$1,620.00	\$0.00
6	remove sign post	ea	4	\$ 75.00	4	\$300.00		\$0.00	4	\$300.00	\$300.00	\$0.00
7	adjust to grade manhole	ea	1	\$ 500.00	2	\$1,000.00		\$0.00	2	\$1,000.00	\$500.00	\$500.00
8	adjust to grade valve box	ea	2	\$ 345.00	2	\$690.00		\$0.00	2	\$690.00	\$690.00	\$0.00
9	asphalt paving type A	tns	6500	\$ 58.95	1903.98	\$112,239.62	162.16	\$9,559.33	2066.14	\$121,798.95	\$383,175.00	(\$261,376.05)
10	asphalt paving type B	tns	3250	\$ 69.45	1731.83	\$120,261.70	1665.29	\$115,654.39	3396.92	\$235,916.09	\$225,712.50	\$10,203.59
11	tack coat	gal	1500	\$ 4.20	741.97	\$3,116.27	758.03	\$3,183.73	1500	\$6,300.00	\$6,300.00	\$0.00
12	10" ckd subgrade	sy	32936	\$ 6.30	35441	\$223,278.30	7246.73	\$45,654.40	42687.73	\$268,932.70	\$207,496.80	\$61,435.90
13	6" concrete paving stamped	sy	30	\$ 57.00	0	\$0.00	26	\$1,482.00	26	\$1,482.00	\$1,710.00	(\$228.00)
14	6" concrete paving	sy	1800	\$ 34.50	1800	\$62,100.00	-526.88	(\$18,177.36)	1273.12	\$43,922.64	\$62,100.00	(\$18,177.36)
15	saw cut conc. Pvmnt	lf	2000	\$ 3.85	1750	\$6,737.50		\$0.00	1750	\$6,737.50	\$7,700.00	(\$962.50)
16	6" concrete curb & gutter(30")	lf	8100	\$ 13.00	7100	\$92,300.00	1887	\$24,531.00	8987	\$116,831.00	\$105,300.00	\$11,531.00
17	4" p.c. concrete sidewalk	sy	1426	\$ 27.50	1136.66	\$31,258.15	768.81	\$21,142.28	1905.47	\$52,400.43	\$39,215.00	\$13,185.43
18	4" p.c. concrete sidewalk stan	sy	380	\$ 45.00	0	\$0.00	333	\$14,985.00	333	\$14,985.00	\$17,100.00	(\$2,115.00)
19	concrete sidewalk ramp	ea	25	\$ 342.00	28	\$9,576.00	7	\$2,394.00	35	\$11,970.00	\$8,550.00	\$3,420.00
20	raised concrete walkway stan	ea	1	\$ 3,560.00	0	\$0.00	1	\$3,560.00	1	\$3,560.00	\$3,560.00	\$0.00
21	unclassified excavation	cy	4000	\$ 2.85	4000	\$11,400.00	1205	\$3,434.25	5205	\$14,834.25	\$11,400.00	\$3,434.25
22	unclassified embankment	cy	1530	\$ 3.20	2544.9	\$8,143.68	976.5	\$3,124.80	3521.4	\$11,268.48	\$4,896.00	\$6,372.48
23	non-removable bollards	ea	8	\$ 360.00	0	\$0.00	4	\$1,440.00	4	\$1,440.00	\$2,880.00	(\$1,440.00)
24	pipe handrail	lf	35	\$ 48.00	0	\$0.00	31.5	\$1,512.00	31.5	\$1,512.00	\$1,680.00	(\$168.00)
25	traffic strip 4" yellow	lf	7085	\$ 0.35	2400	\$840.00	5020	\$1,757.00	7420	\$2,597.00	\$2,479.75	\$117.25
26	traffic symbol	ea	16	\$ 26.75	0	\$0.00	20	\$535.00	20	\$535.00	\$428.00	\$107.00
27	solid slab sodding	sy	4500	\$ 2.50	500	\$1,250.00	1500	\$3,750.00	2000	\$5,000.00	\$11,250.00	(\$6,250.00)
28	parking curbs concrete	ea	12	\$ 127.00	0	\$0.00	15	\$1,905.00	15	\$1,905.00	\$1,524.00	\$381.00
29	handicap parking sign	ea	16	\$ 227.00	0	\$0.00	16	\$3,632.00	16	\$3,632.00	\$3,632.00	\$0.00
30	traffic control	ls	1	\$ 2,093.00	0.8	\$1,674.40	0.2	\$418.60	1	\$2,093.00	\$2,093.00	\$0.00
31	erosion control	ls	1	\$ 1,305.00	0.8	\$1,044.00	0.2	\$261.00	1	\$1,305.00	\$1,305.00	\$0.00
32	mobilization	ls	1	\$ 24,150.00	1	\$24,150.00		\$0.00	1	\$24,150.00	\$24,150.00	\$0.00
33	construction staking	ls	1	\$ 6,450.75	0.9	\$5,805.68	10%	\$645.08	1	\$6,450.75	\$6,450.75	\$0.00
34	2" electrical conduit	lf	1500	\$ 4.00	0	\$0.00	1650	\$6,600.00	1650	\$6,600.00	\$6,000.00	\$600.00
35	2 1/2" electrical conduit	lf	1500	\$ 5.50	0	\$0.00	1500	\$8,250.00	1500	\$8,250.00	\$8,250.00	\$0.00
36	4" electrical conduit	lf	1200	\$ 7.50	0	\$0.00	0	\$0.00	0	\$0.00	\$9,000.00	(\$9,000.00)
37	8" pvc sanitary sewer	lf	1100	\$ 51.25	751	\$38,488.75	751	\$38,488.75	751	\$38,488.75	\$56,375.00	(\$17,886.25)
38	8" pvc directional wye	ea	85	\$ 50.00	77	\$3,850.00	77	\$3,850.00	77	\$3,850.00	\$4,250.00	(\$400.00)
39	8" threaded cleanout plugs	ea	85	\$ 15.00	77	\$1,155.00	77	\$1,155.00	77	\$1,155.00	\$1,275.00	(\$120.00)
40	4" pvc sanitary riser	vf	600	\$ 3.50	1445	\$5,057.50	1445	\$5,057.50	1445	\$5,057.50	\$2,100.00	\$2,957.50
41	sanitary sewer manhole 0-8'	ea	4	\$ 1,150.00	3	\$3,450.00		\$0.00	3	\$3,450.00	\$4,600.00	(\$1,150.00)
42	6" pvc c-900 water line	lf	1600	\$ 21.00	1626	\$34,146.00	154	\$3,234.00	1780	\$37,380.00	\$33,600.00	\$3,780.00
43	8"x6" tapping tee & valve	ea	2	\$ 2,294.00	3	\$6,882.00		\$0.00	3	\$6,882.00	\$4,588.00	\$2,294.00
44	short service connection	ea	85	\$ 444.00	47	\$20,868.00	1	\$444.00	48	\$21,312.00	\$37,740.00	(\$16,428.00)
45	6" plug	ea	2	\$ 577.00	2	\$1,154.00		\$0.00	2	\$1,154.00	\$1,154.00	\$0.00
totals						\$910,067.67		\$264,330.78		\$1,174,398.45	\$1,384,300.00	(\$209,901.55)
								\$1,283,738.18		\$1,173,798.45	\$1,283,738.18	\$209,901.55

[illegible]

MAINTENANCE BOND

KNOW ALL MEN BY THESE PRESENTS:

That CGC, LLC
and Employers Mutual Casualty Company, a corporation organized under the laws of the State of Oklahoma and authorized to transact business in the State of Oklahoma, as Surety, are held and firmly bound unto the City of Shawnee in penal sum of One million, six hundred ninety six thousand, eight hundred fifty dollars, (\$1,696,850.00) in lawful money of the United States of America, said sum being equal to one hundred percent **(100%)** of the total contract price for the **first (1) year, ten percent (10%)** for four **(4) years** after completion and final acceptance **(total of 5 years maintenance)**, for the payment of which, well and truly to be made, we bind ourselves and each of us, our heirs, executors, administrators, trustees, successors, and assigns, jointly and severally, firmly by these presents.

DATED this _____ day of _____, 2011.

The condition of this obligation is such that:

WHEREAS, said Principal entered into a written CONTRACT with the City of Shawnee,
(State or Other Entity)

dated _____, 20____, for **CONTRACT NO. COS-PW-11-04, EXPO PARKING LOT IMPROVEMENTS**, all in compliance with the plans and specifications therefore, made a part of said Contract and on file in the office of City Clerk, P.O. Box 1448, Shawnee, OK 74802-1448.

NOW, THEREFORE, if said Principal shall pay or cause to be paid to the City of Shawnee all damages, loss, and expense which may result by reason of defective materials and/or workmanship in connection with said work, occurring within a period of five (5) years (~~{one hundred (100%) percent for first year, ten (10%) for four years thereafter, of total contract price}~~ for all projects for the construction of utilities) from and after acceptance of said project by the City of Shawnee; and if Principal shall pay or cause to be paid all labor and materials, including the prime contractor and all subcontractors; and if principal shall save and hold City of Shawnee harmless from all damages, loss and expense occasioned by or resulting from any failure whatsoever of said Principal, then this obligation shall be null and void, otherwise to be and remain in full force and effect

It is further expressly agreed and understood by the parties hereto that no changes or alterations in said Contract and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of this BOND.

IN WITNESS WHEREOF, the said Principal has caused these presents to be executed in his name and its corporate seal to be hereunto affixed by its duly authorized officers, and the said Surety has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized so to do, the day and year first above written.

(SEAL)

PRINCIPAL:

ATTEST:

Jammy Dub

CGC, LLC

BY

Jimmie Wright

TITLE *Jimmie Wright, Member*

(SEAL)

SURETY:

ATTEST:

Debbie Raper
Debbie Raper, Witness

Employers Mutual Casualty Company

BY

Travis E. Brown

NAME Travis E. Brown, Attorney-in-Fact
(Typed)


EMC Insurance Companies®
No. 954380

P.O. Box 712 • Des Moines, IA 50306-0712

CERTIFICATE OF AUTHORITY INDIVIDUAL ATTORNEY-IN-FACT
KNOW ALL MEN BY THESE PRESENTS, that:

1. Employers Mutual Casualty Company, an Iowa Corporation
2. EMCASCO Insurance Company, an Iowa Corporation
3. Union Insurance Company of Providence, an Iowa Corporation
4. Illinois EMCASCO Insurance Company, an Iowa Corporation

5. Dakota Fire Insurance Company, a North Dakota Corporation
6. EMC Property & Casualty Company, an Iowa Corporation
7. Hamilton Mutual Insurance Company, an Iowa Corporation

hereinafter referred to severally as "Company" and collectively as "Companies", each does, by these presents, make, constitute and appoint:

ROBBIE LOYD, MICHAEL E. COLE, ANN HOPKINS, JOHN K. DEER, JAMES R. RICHARDSON, VAUGHN P. GRAHAM, VAUGHN GRAHAM, JR, STEPHEN M. POLEMAN, JAMIE M. BURRIS INDIVIDUALLY, TULSA, OKLAHOMA, TRAVIS E. BROWN, LINDA LOU LOUDERMILK, CINDY M. REYNOLDS, MARK D. NOWELL, DEBORAH L. RAPER, CHRISTOPHER WEBB, POLLY PHILLIPS, INDIVIDUALLY, OKLAHOMA CITY, OKLAHOMA

its true and lawful attorney-in-fact, with full power and authority conferred to sign, seal, and execute its lawful bonds, undertakings, and other obligatory instruments of a similar nature as follows:

IN AN AMOUNT NOT EXCEEDING SEVEN MILLION FIVE HUNDRED THOUSAND DOLLARS..... (\$7,500,000.00)

and to bind each Company thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of each such Company, and all of the acts of said attorney pursuant to the authority hereby given are hereby ratified and confirmed.

The authority hereby granted shall expire APRIL 1, 2012 unless sooner revoked.

AUTHORITY FOR POWER OF ATTORNEY

This Power-of-Attorney is made and executed pursuant to and by the authority of the following resolution of the Boards of Directors of each of the Companies at a regularly scheduled meeting of each company duly called and held in 1999:

RESOLVED: The President and Chief Executive Officer, any Vice President, the Treasurer and the Secretary of Employers Mutual Casualty Company shall have power and authority to (1) appoint attorneys-in-fact and authorize them to execute on behalf of each Company and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and (2) to remove any such attorney-in-fact at any time and revoke the power and authority given to him or her. Attorneys-in-fact shall have power and authority, subject to the terms and limitations of the power-of-attorney issued to them, to execute and deliver on behalf of the Company, and to attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and any such instrument executed by any such attorney-in-fact shall be fully and in all respects binding upon the Company. Certification as to the validity of any power-of-attorney authorized herein made by an officer of Employers Mutual Casualty Company shall be fully and in all respects binding upon this Company. The facsimile or mechanically reproduced signature of such officer, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power-of-attorney of the Company, shall be valid and binding upon the Company with the same force and affect as though manually affixed.

IN WITNESS WHEREOF, the Companies have caused these presents to be signed for each by their officers as shown, and the Corporate seals to be hereto affixed this
5TH day of MAY, 2011

Seals


LAUREL A. BLOSS
Commission Number 183662
My Comm. Exp. Mar 13, 2014

Bruce G. Kelley
Bruce G. Kelley, Chairman
of Companies 2, 3, 4, 5 & 6; President
of Company 1; Vice Chairman and
CEO of Company 7

Michael Freel
Michael Freel
Assistant Secretary

On this 5TH day of MAY AD 2011 before me a Notary Public in and for the State of Iowa, personally appeared **Bruce G. Kelley and Michael Freel**, who, being by me duly sworn, did say that they are, and are known to me to be the Chairman, President, Vice Chairman and CEO, and/or Assistant Secretary, respectively, of each of The Companies above; that the seals affixed to this instrument are the seals of said corporations; that said instrument was signed and sealed on behalf of each of the Companies by authority of their respective Boards of Directors; and that the said **Bruce G. Kelley and Michael Freel**, as such officers, acknowledge the execution of said instrument to be the voluntary act and deed of each of the Companies.
My Commission Expires March 13, 2014.

Laurel A. Bloss
Laurel A. Bloss
Notary Public in and for the State of Iowa

CERTIFICATE

I, **James D. Clough**, Vice President of the Companies, do hereby certify that the foregoing resolution of the Boards of Directors by each of the Companies, and this Power of Attorney issued pursuant thereto on MAY 5, 2011 on behalf of **Robbie Loyd, Michael E. Cole, Ann Hopkins, John K. Deer, James R. Richardson, Vaughn P. Graham, Vaughn Graham, Jr, Stephen M. Poleman, Jamie M. Burris, Travis E. Brown, Linda Lou Loudermilk, Cindy M. Reynolds, Mark D. Nowell, Deborah L. Raper, Christopher Webb, Polly Phillips** are true and correct and are still in full force and effect. In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this day of , .

J D Clough

Vice-President

Regular Board of Commissioners

2. k.

Meeting Date: 11/05/2012

Kulhbird Lane Hazard Mitigation Project

Submitted By: Donna Mayo, Administration

Department: Administration

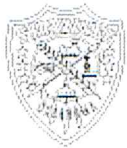
Information

Title of Item for Agenda

Acknowledge acceptance of the Kulhbird Lane Hazard Mitigation Project (Contract No. COS-PW-11-09) and placing maintenance bond into effect.

Attachments

Kulhbird Lane Hazard Mitigation

Mayor WES MAINORD 	The City of Shawnee PO Box 1448 Shawnee Oklahoma 74802-1448 (405) 273-1250 Fax (405) 878-1581 www.ShawneeOK.org	Commissioners PAM STEPHENS LINDA AGEE JAMES HARROD KEITH HALL JOHN WINTERRINGER STEVE SMITH
--	---	--

M E M O R A N D U M

Date: October 31, 2012

To: Brian McDougal, City Manager

From: John Krywicki, P.E., City Engineer



**Re: Acceptance of Kulhbird Lane Hazard Mitigation Project
Contract No.: COS-PW-11-09**

The above referenced project has been satisfactorily completed in accordance with the plans, specifications, and standards of the City of Shawnee. Final As-Built quantities of work have been determined and final construction costs calculated.

The original contract bid price was at **\$54,211.30** submitted by C-P Integrated Services. Final construction costs as determined by as-built quantities of work installed, and completed are at **\$53,966.24** realizing a savings of \$245.06 (0.45% underrun).

At the November 5, 2012 City Commission meeting we will recommend official acceptance of the project thereby placing the Maintenance Bond (attached) into effect.

If you have any questions or need additional information, please advise.

CONTRACTOR'S CERTIFICATION

Kulbired Mitigation Project

I, Dorinda Fisher, the undersigned, upon oath do depose and say that I have full knowledge of the above and foregoing account, that the said account is just, correct, due and according to law and that the amount claimed after allowing all just credits, is now due and wholly unpaid, and that I am authorized to make this affidavit, so help me God.

CLAIMANT C-P Integrated Services

BY: Dorinda Fisher

Subscribed and sworn to before me October 18, 2012

20 12 My Commission expires 2-10-14
20 ____

Notary Public:

Angela Sikes

ANGELA SIKES

Notary Public
State of Oklahoma

ENGINEER'S CERTIFICATION

Commission # 02601290 Expires 02/10/14

I certify that I have checked and verified this Estimate

No. _____ for the period of _____ to _____

_____, inclusive, that to the best of my knowledge and belief it is a true and correct statement of work performed and/or materials supplied by the Contractor, that all work and/or materials included in this estimate has been inspected by me and/or my duly authorized representative and that it has been performed and/or supplied in full accordance with the terms and conditions of the Contract.

BY: _____

Engineer

I hereby certify that all of the contract requirements as specified under the Labor Standards have been complied with by

as principal contractor and by each sub-contractor employing mechanics and labors at the site of the work, or there is an honest dispute with respect to the required provisions.

BY: _____

Title

Original Contract Amount	\$54,211.30
Total Additions	\$ —
Total Deductions	\$ —
Contract as Revised to Date	\$54,211.30
Total Amount of Work Done to Date	\$53,966.24
Materials on Hand	\$ —
Total Work and Materials	\$ —
Amount Retained (0) Per Cent	\$ —
Balance	\$53,966.24
Less Previous Payments	\$ 0.00
Amount Due on Contract Estimate	\$53,966.24
Days Allowed in Contract	
Days Consumed This Estimate	
Days Previously Consumed	
Total Days Consumed to Date	
Days Remaining in Contract	
Remarks:	

APPROVED FOR PAYMENT

X

THE CITY OF SHAWNEE
P.O. Box 1448
SHAWNEE, OKLAHOMA
74802-1448
(405) 878-1661

ESTIMATE NO. 1 - Final SHEET 1 OF 2 SHEETS
PROJECT DESCRIPTION: KULHBIRD LANE HAZARD MITIGATION PROJECT
COS-PW-11-09

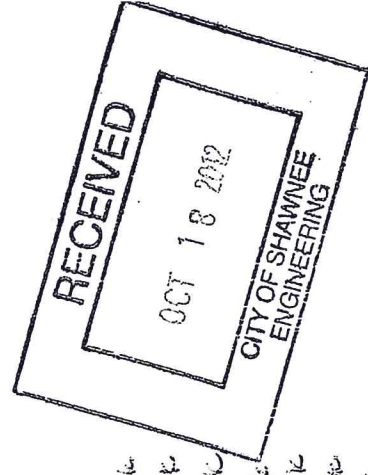
IN ACCOUNT WITH: C-P Integrated Services Inc
ADDRESS: 3800 Bearon Drive OKC OK 73179

PAYMENT REQUEST

ITEM No.	DESCRIPTION OF ITEM	UNIT	ESTIMATED QUANTITIES	TOTAL WORK DONE THIS ESTIMATE	TOTAL WORK DONE PREVIOUS ESTIMATE	TOTAL WORK DONE ON CONTRACT	CONTRACT PRICE	AMOUNT
200A	Underside Excav	CY	230	364.00	---	364.00	15.58	5671.12
200A	Sod	SV	240	333.00	---	333.00	5.00	1665.00
310A	Ret. Wall	SV	120	138.87	---	138.87	128.33	17807.30
301F	Backfill	CY	100	57.19	---	57.19	25.97	1485.22
609A	Concrete Curb	LF	5	6.00	---	6.00	25.97	155.82
609A	4" Conc. Side	SV	40	30.67	---	30.67	38.96	1194.90
610	Sidewalk Ramp	EA	3	1.00	---	1.00	1947.81	1947.81
611E	Warning Dev.	SP	16	8.00	---	8.00	22.08	176.64
612A	Manhole	EA	1	1.00	---	1.00	4544.88	4544.88
850D	Rmv/Restore	EA	1	1.00	---	1.00	3246.35	3246.35
603C	Rmv Bunch	CY	115	153.33	---	153.33	19.48	2986.87
619	Rmv Curb	LF	8	6.00	---	6.00	6.49	38.94
619	Rmv Ramp	SV	20	3.08	---	3.08	19.48	60.00
830S	Traffic Control	LS	1	1.00	---	1.00	3246.35	3246.35
641	Mobilization	LS	1	1.00	---	1.00	9739.04	9739.04

NOTE: - See Reverse Side of Last Sheet for Certification

10/17/12



FINAL CONTRACT AMOUNTS THAT
EXCEED THE ORIGINAL CONTRACT
AMOUNT WILL BE CHARGED AN
ADDITIONAL PREMIUM. INCLUDE
THESE PREMIUM CHARGES IN
YOUR CHANGE ORDERS.

MAINTENANCE BOND

KNOW ALL MEN BY THESE PRESENTS:

That C-P Integrated
and Philadelphia Indemnity Insurance Company, a corporation organized under the laws of the
State of Oklahoma and authorized to transact business in the State of Oklahoma, as Surety, are held
and firmly bound unto the City of Shawnee in penal sum of fifty four thousand two hundred eleven
dollars and thirty cents, (\$54,211.30) in lawful money of the United States of
America, said sum being equal to one hundred percent **(100%)** of the total contract price for the
first (1) year, ten percent (10%) for four **(4) years** after completion and final acceptance **(total**
of 5 years maintenance), for the payment of which, well and truly to be made, we bind ourselves
and each of us, our heirs, executors, administrators, trustees, successors, and assigns, jointly and
severally, firmly by these presents.

DATED this 7th day of August, **2012**.

The condition of this obligation is such that:

WHEREAS, said Principal entered into a written CONTRACT with the City of Shawnee,
(State or Other Entity)

dated _____, 2012, for **CONTRACT NO. COS-PW-11-09, KULBIRD LANE HAZARD**
MITIGATION PROJECT, all in compliance with the plans and specifications therefore, made a part
of said Contract and on file in the office of City Clerk, P.O. Box 1448, Shawnee, OK 74802-1448.

NOW, THEREFORE, if said Principal shall pay or cause to be paid to the City of Shawnee all damages, loss, and expense which may result by reason of defective materials and/or workmanship in connection with said work, occurring within a period of five (5) years (~~{one hundred (100%) percent for first year, ten (10%) for four years thereafter, of total contract price}~~ for all projects for the construction of utilities) from and after acceptance of said project by the City of Shawnee; and if Principal shall pay or cause to be paid all labor and materials, including the prime contractor and all subcontractors; and if principal shall save and hold City of Shawnee harmless from all damages, loss and expense occasioned by or resulting from any failure whatsoever of said Principal, then this obligation shall be null and void, otherwise to be and remain in full force and effect.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in said Contract and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of this BOND.

IN WITNESS WHEREOF, the said Principal has caused these presents to be executed in his name and its corporate seal to be hereunto affixed by its duly authorized officers, and the said Surety has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized so to do, the day and year first above written.

(SEAL)

ATTEST:

William Head

PRINCIPAL:

C-P Integrated

BY

TITLE Steven J. Clark, President

(SEAL)

ATTEST:

William J. Nemec
William J. Nemec, Attorney-In-Fact

SURETY:

Philadelphia Indemnity Insurance Company

BY

NAME Jeremy Crawford, Attorney-In-Fact
(Typed)



PHILADELPHIA INDEMNITY INSURANCE COMPANY
231 St. Asaph's Rd., Suite 100
Bala Cynwyd, PA 19004-0950
Power of Attorney

KNOW ALL PERSONS BY THESE PRESENTS: That **PHILADELPHIA INDEMNITY INSURANCE COMPANY** (the Company), a corporation organized and existing under the laws of the Commonwealth of Pennsylvania, does hereby constitute and appoint: **Michael Williams, Jeremy Crawford, William J. Nemeec, and Andrea J. Michael of C*C*I Surety, Inc., a Minnesota Corporation.**

Its true and lawful Attorney (s) in fact with full authority to execute on its behalf bonds, undertakings, recognizances and other contracts of indemnity and writings obligatory in the nature thereof, issued in the course of its business and to bind the Company thereby, in an amount not to exceed \$4,000,000.00.

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of **PHILADELPHIA INDEMNITY INSURANCE COMPANY** at a meeting duly called the 11th day of July, 2011.

RESOLVED: That the Board of Directors hereby authorizes the President or any Vice President of the Company to: (1) Appoint Attorney(s) in Fact and authorize the Attorney(s) in Fact to execute on behalf of the Company bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof and to attach the seal of the Company thereto; and (2) to remove, at any time, any such Attorney-in-Fact and revoke the authority given. And, be it

FURTHER RESOLVED: That the signatures of such officers and the seal of the Company may be affixed to any such Power of Attorney or certificate relating thereto by facsimile, and any such Power of Attorney so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the Company in the future with the respect to any bond or undertaking to which it is attached.

IN TESTIMONY WHEREOF, **PHILADELPHIA INDEMNITY INSURANCE COMPANY** HAS CAUSED THIS INSTRUMENT TO BE SIGNED AND ITS CORPORATE SEAL TO BE AFFIXED BY ITS AUTHORIZED OFFICE THIS 18TH DAY OF JULY, 2011.

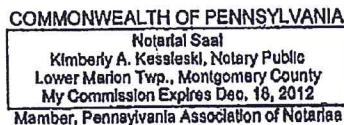


Christopher J. Maguire

President

Christopher J. Maguire
President Philadelphia Indemnity Insurance Company, a Pennsylvania Corporation.

On this 18TH day of July 2011, before me came the individual who executed the preceding instrument, to me personally known, and being by me duly sworn said that he is the therein described and authorized officer of the **PHILADELPHIA INDEMNITY INSURANCE COMPANY**; that the seal affixed to said instrument is the Corporate seal of said Company; that the said Corporate Seal and his signature were duly affixed.



[Signature]
Notary Public

I, Craig P. Keller, Executive Vice President, Chief Financial Officer and Secretary of **PHILADELPHIA INDEMNITY INSURANCE COMPANY**, do hereby certify that the foregoing resolution of the Board of Directors and this Power of Attorney issued pursuant thereto on this 18TH day of July 2011 are true and correct and are still in full force and effect. I do further certify that Christopher J. Maguire, who executed the Power of Attorney as President, was on the date of execution of the attached Power of Attorney the duly elected President of **PHILADELPHIA INDEMNITY INSURANCE COMPANY**.

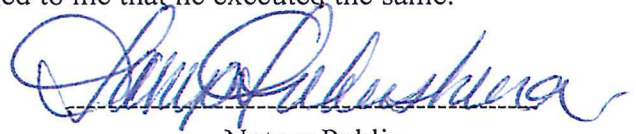
In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 7th day of August 2012

[Signature]
Craig P. Keller
Executive Vice President, Chief Financial Officer & Secretary
PHILADELPHIA INDEMNITY INSURANCE COMPANY

Acknowledgment of Surety

State of Minnesota
County of Hennepin

On this 7th day of August, 2012 before me personally appeared **Jeremy Crawford** who acknowledged that he or she is the attorney in fact who is authorized to sign on behalf of **Philadelphia Indemnity Insurance Company** (surety company), the foregoing instrument, and he thereupon duly acknowledged to me that he executed the same.



Notary Public



Regular Board of Commissioners

2. I.

Meeting Date: 11/05/2012

Agreement for Auction

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Acknowledge agreement with Excel Auctions, LLC, to auction surplus City property.

Attachments

Memo Auction

Auction Agreement

City of Shawnee Memorandum



To: Mayor and City Commissioners
CC: Brian E. McDougal, City Manager
From: James Bryce, Director of Operations
Date: October 31, 2012
Re: Approve contract for auctioneer

Staff requests permission to enter into contract with Excel Auctions, LLC. to auction off surplus vehicles and other items that the City has stored.

The date for the auction will be Saturday November 24, 2012 at the Exposition Center in Shawnee, Oklahoma. The City's auction items will be sold in conjunction with a regularly scheduled auction that Excel already has going on. The cost to the City is 10% of the total sales of the City items that do not bring over \$1000.00.



AGREEMENT

This is an Agreement between Mitchell Armitage, as sole proprietor of Excel Auctions, and the City of Shawnee for the sale of goods. All items provided by the City of Shawnee will be sold “as is” and without reserve prices during the Excel Auction sale at the Shawnee Expo Center on November 24, 2012. Said items will be located at the Shawnee Expo Center in Shawnee, Oklahoma.

Excel Auctions agrees to promote the sale of the items owned by the City of Shawnee to the best of their ability through advertising and fliers distributed to the current mailing list of approximately 1500 people and on the company’s website used for that purpose.

In consideration for the services rendered, Excel Auctions shall deduct a Ten Percent (10%) fee from the final sale price of each item that sales for less than \$1000.00. This percentage shall constitute the entire fee charged to the City of Shawnee for the services rendered as well as any advertising or operating expenses. Additionally, Excel Auctions charges a Ten Percent (10%) Buyer’s Premium—paid by the Buyer—on all items sold.

Dated this _____ day of November, 2012.

City of Shawnee, Oklahoma
A Municipal Corporation

Mitchell Armitage
Excel Auctions, LLC

Brian E. McDougal, City Manager

Mitchell Armitage

336920 E Hwy 62
McLoud, OK 74851
(405) 641-9438

Attest: _____
Phyllis Loftis, CMC, City Clerk

Regular Board of Commissioners

2. m.

Meeting Date: 11/05/2012

Traffic Commission Recommendations

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Traffic Commission Recommendations from October 23, 2012

BOARD RECOMMENDATIONS TRAFFIC COMMISSION
OCTOBER 23, 2012

A. Consideration of request by Tyler Bridges to replace the regular School Zone signs with Flashing School Zone signs on Walnut Street just West of Pleasant Grove School and on Bryan Street on both the North and South sides of Pleasant Grove School.

STAFF RECOMMENDATION: Staff recommends approval of request. Michael Ludi states staff recommends approval of the light and would like to make the Traffic commission aware of the cost of the sign because it is a significant cost at \$5200 each. Tyler Bridges states the original request is to replace the regular School Zone Sign with a Flashing School Zone Sign on Walnut Street just west of Pleasant Grove School. This is the only one needed. Several incidents have happened in this area. It is a blind hill that is right before the school. People just fly over the hill and do not see the cars stopped for school pickup times. Major concern for safety is on Walnut. Ronald Taffe recommended amending the request to read " Consideration of request by Tyler Bridges to replace the regular School Zone Sign with a Flashing School Zone Sign on Walnut Street just West of Pleasant Grove School" All agreed to amend the consideration.

BOARD RECOMMENDATION: Board agrees with the Staff recommendation to replace the regular School Zone Sign with a Flashing School Zone Sign on Walnut Street just west of Pleasant Grove School.

Attachments

Traffic Commission Recommendations

BOARD RECOMMENDATIONS
TRAFFIC COMMISSION
October 23, 2012 MEETING

- A. Consideration of request by Tyler Bridges to replace the regular School Zone signs with Flashing School Zone signs on Walnut Street just West of Pleasant Grove School and on Bryan Street on both the North and South sides of Pleasant Grove School.

STAFF RECOMMENDATION: Staff recommends approval of request. Michael Ludi states staff recommends approval of the sign because it is a significant cost at \$5200 each. Tyler Bridges states the original request is to replace the regular School Zone Sign with a Flashing School Zone Sign on Walnut Street just west of Pleasant Grove School. This is the only one needed. Several incidents have happened in this area. It is a blind hill that is right before the school. People just fly over the hill and do not see the cars stopped for school pickup times. Major concern for safety is on Walnut. Ronald Taffe recommended amending the request to read “ Consideration of request by Tyler Bridges to replace the regular School Zone Sign with a Flashing School Zone Sign on Walnut Street just West of Pleasant Grove School” All agreed to amend the consideration.

BOARD RECOMMENDATION: Board agrees with the Staff recommendation to replace the regular School Zone Sign with a Flashing School Zone Sign on Walnut Street just west of Pleasant Grove School.

Regular Board of Commissioners

3.

Meeting Date: 11/05/2012

Citizens Part

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Citizens Participation

(A three minute limit per person)

(A twelve minute limit per topic)

Regular Board of Commissioners

4.

Meeting Date: 11/05/2012

Mayors Proclamations

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Mayor's Proclamations:

"Veteran's Day"

November 11, 2012

"Becky Emerson Carlberg Day"

November 14, 2012

Regular Board of Commissioners

5.

Meeting Date: 11/05/2012

Public Hearing Rezone 204 N Louisa

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

A public hearing and consideration of rezoning property located at 204 N. Louisa from C-3; Automotive, Commercial and Recreation to C-4; Central Business with a conditional use permit. Case No. P13-12
(Deferred from the September 17, 2012 meeting)

Attachments

P3-12 204 N Louisa

Ordinance P13-12

RECOMMENDATION TO:

MAYOR

BOARD OF CITY COMMISSIONERS

CITY OF SHAWNEE

RECOMMENDATION FROM:

CITY OF SHAWNEE

PLANNING COMMISSION

SUBJECT:

APPLICANT: Mike Little Construction

FOR: Rezone with Conditional Use Permit

LOCATION: 204 North Louisa

PROJECT#: 120874 Case# P13-12

LEGAL DESCRIPTION:

SEE OWNERSHIP LIST

CURRENT CLASSIFICATION:

C-3; Automotive, Commercial and Recreation

REQUESTED CLASSIFICATION:

C-4; Central Business (Downtown)

PROPOSED PROPERTY USE:

For a boarding house or rooming house homeless shelter (34 beds, plus three family units), food pantry, dining hall (soup kitchen), office, other services

PLANNING COMMISSION MEETING DATE: October 10, 2012

PLANNING COMMISSION RECOMMENDATION: APPROVE

Rezone to C-4; Central Business (Downtown)

VOTE OF THE PLANNING COMMISSION:

MEMBERS PRESENT: 6

MEMBERS:	1ST	2ND	AYE	NAY	ABSTAIN	COMMENTS
CARTER			X			
HOSTER			X			
TURNER (CHAIRMAN)	X		X			
SILVIA (VICE-CHAIRMAN)				X		
PRINCE		X	X			
SALTER			X			

RESPECTFULLY SUBMITTED,

Linda Burg

SECRETARY, PLANNING COMMISSION

ACTION BY CITY COMMISSION:

PUBLIC HEARING SET: _____

DATE OF ACTION: _____

ADOPTED _____ DENIED _____

ORDINANCE NO. _____

RECOMMENDATION TO:

MAYOR
BOARD OF CITY COMMISSIONERS
CITY OF SHAWNEE

RECOMMENDATION FROM:

CITY OF SHAWNEE
PLANNING COMMISSION

SUBJECT:

APPLICANT: Mike Little Construction
FOR: Rezone with Conditional Use Permit
LOCATION: 204 North Louisa
PROJECT#: 120874 Case# P13-12

LEGAL DESCRIPTION:

SEE OWNERSHIP LIST

CURRENT CLASSIFICATION:

C-3; Automotive, Commercial and Recreation

REQUESTED CLASSIFICATION:

C-4; Central Business (Downtown)

PROPOSED PROPERTY USE:

For a boarding house or rooming house homeless shelter (34 beds, plus three family units), food pantry, dining hall (soup kitchen), office, other services

PLANNING COMMISSION MEETING DATE: October 10, 2012

PLANNING COMMISSION RECOMMENDATION: DENY

Applicant Requested Conditional Use Permit

VOTE OF THE PLANNING COMMISSION:

MEMBERS PRESENT: 6

MEMBERS:	1ST	2ND	AYE	NAY	ABSTAIN	COMMENTS
CARTER	X		X			
HOSTER			X			
TURNER (CHAIRMAN)			X			
SILVIA (VICE-CHAIRMAN)		X	X			
PRINCE			X			
SALTER			X			

RESPECTFULLY SUBMITTED,

Linda Burg

SECRETARY, PLANNING COMMISSION

ACTION BY CITY COMMISSION:

PUBLIC HEARING SET: _____

DATE OF ACTION: _____

ADOPTED _____ DENIED _____

ORDINANCE NO. _____

RECOMMENDATION TO:

MAYOR

BOARD OF CITY COMMISSIONERS

CITY OF SHAWNEE

RECOMMENDATION FROM:

CITY OF SHAWNEE

PLANNING COMMISSION

SUBJECT:

APPLICANT: Mike Little Construction

FOR: Rezone with Conditional Use Permit

LOCATION: 204 North Louisa

PROJECT#: 120874 Case# P13-12

LEGAL DESCRIPTION:

SEE OWNERSHIP LIST

CURRENT CLASSIFICATION: C-3; Automotive, Commercial and Recreation

REQUESTED CLASSIFICATION: C-4; Central Business (Downtown)

PROPOSED PROPERTY USE: For a boarding house or rooming house homeless shelter (34 beds, plus three family units), food pantry, dining hall (soup kitchen), office, other services

PLANNING COMMISSION MEETING DATE: October 10, 2012

PLANNING COMMISSION RECOMMENDATION: Approved CUP with conditions:

1. The building and proposed parking lot shall have security lighting and the lighting shall be shielded so that it does not impact adjacent residential properties.
2. The Shawnee Rescue Mission shall provide annual reports to the Shawnee City Commission related to all aspects of operation. These reports shall occur in May of each year and shall begin in May of 2013.
3. All applicable building, fire and zoning code standards apply and must be met before the building is occupied for an overnight shelter or any other use.
4. Shelter shall be for Shawnee residents only or have a prior Shawnee address.
5. Only family units are allowed with a maximum of 31 total beds.
6. Security shall be provided at all times while the overnight shelter is operational.

VOTE OF THE PLANNING COMMISSION:

MEMBERS PRESENT: 6

MEMBERS:	1ST	2ND	AYE	NAY	ABSTAIN	COMMENTS
CARTER			X			
HOSTER		X	X			
TURNER (CHAIRMAN)			X			
SILVIA (VICE-CHAIRMAN)				X		
PRINCE	X		X			
SALTER			X			

RESPECTFULLY SUBMITTED,

Linda Burg

SECRETARY, PLANNING COMMISSION

ACTION BY CITY COMMISSION:

PUBLIC HEARING SET: _____

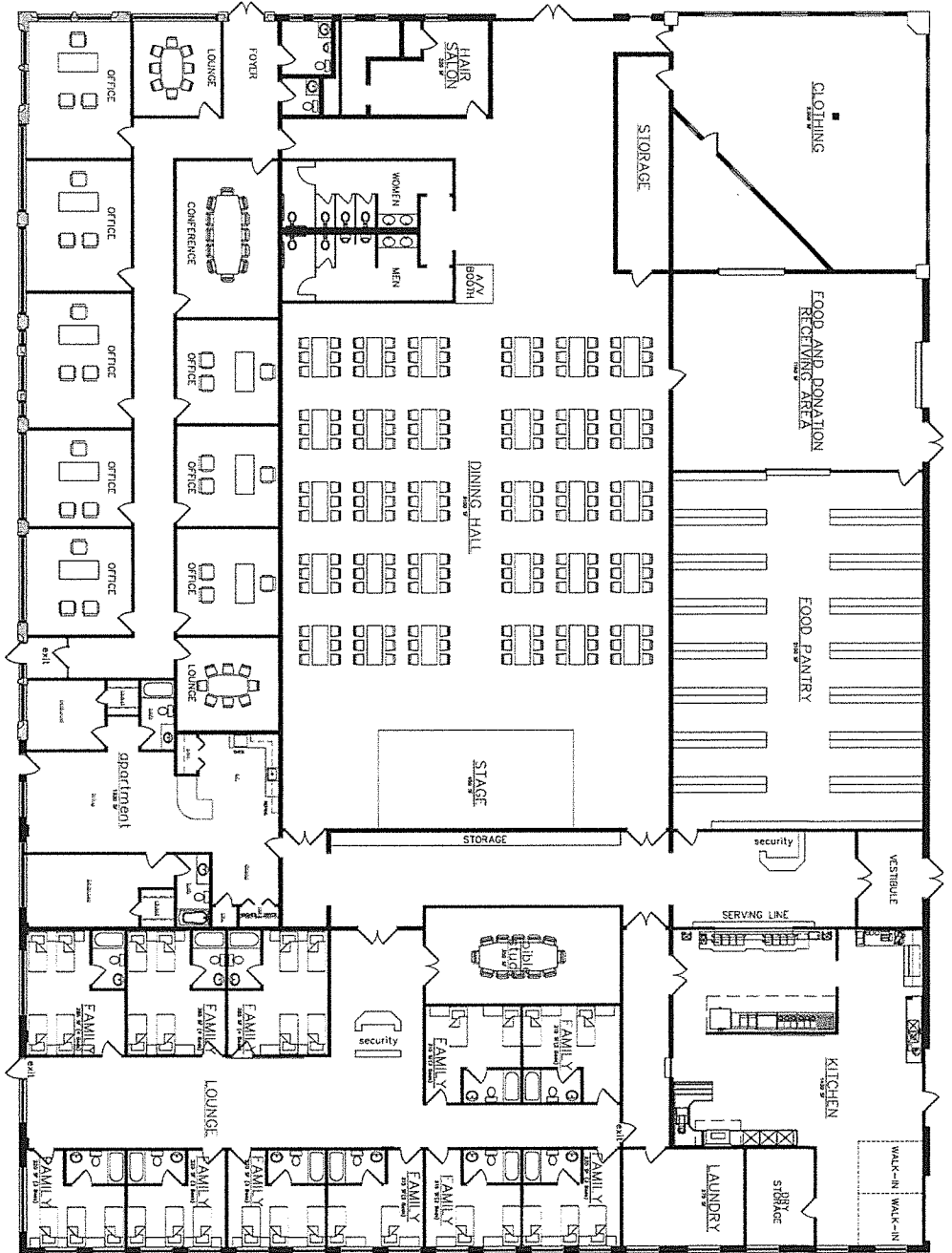
DATE OF ACTION: _____

ADOPTED _____ DENIED _____

ORDINANCE NO. _____

RECEIVED
OCT 30 2012
PLANNING / CODE

1 FLOOR PLAN
A21 SCALE 1/8" = 1'-0"



All drawings and specifications are the property of the architect and shall remain the property of the architect. No part of this drawing shall be reproduced or transmitted in any form or by any means electronic or mechanical, including photocopying, recording, or by any information storage and retrieval system, without the prior written permission of the architect.

DRAFT

**PLANNING COMMISSION MINUTES
SPECIAL MEETING
DATE: OCTOBER 10, 2012**

DRAFT

The Planning Commission of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in Commission Chambers, at City Hall, 9th and Broadway, on Wednesday, October 10, 2012 at 1:30 p.m., pursuant to notice duly posted as prescribed by law.

AGENDA ITEM NO.1:

Roll Call

Upon roll call the following members were present:

Brad Carter, Kirk Hoster, Shawna Turner, Chris Silvia, Taylor Prince, Ben Salter

A quorum was declared present and the meeting was called to order.

AGENDA ITEM NO. 2:

Case #P13-12 (continued from September 5, 2012 Planning Commission Meeting) A public hearing for consideration of approval to rezone property from C-3; Automotive, Commercial and Recreation to C-4; Central Business with a Conditional Use Permit for a Boarding House or Rooming House Homeless Shelter (34 beds, plus three family units), food pantry, dining hall (soup kitchen), office, and other services for property located at 204 N. Louisa.

Applicant: Mike Little Construction

Chairman Turner called for the staff report. Justin Erickson presented the staff report. Staff gave an overview summary from October 3, 2012 Planning Commission Meeting, including new information obtained since then. Also, reported that the applicant provided further information with answers to questions from the Commissioners at that previous meeting.

Staff recommends approval of the rezoning request from C-3 to C-4; Central Business District.

DRAFT

DRAFT

Staff recommends denial of the current Conditional Use Permit request as presented and proposed by the Shawnee Rescue Mission.

However, Staff does recommend approval of a Conditional Use Permit in a limited form for a boarding house/overnight shelter with the following conditions:

1. Upon completion of all other conditions and code requirements, the proposed 31-bed boarding house/homeless shelter may only be utilized during severe inclement winter weather events as defined as when the National Weather Service issues a Winter Storm Warning, Ice Storm Warning or Blizzard Warning. When the overnight shelter is operational, security shall be provided at all hours. Violation of this condition shall result in the immediate revocation of the Conditional Use Permit.
2. Utilization of the shelter in a method other than that identified in #1 above, shall require approval from the Shawnee City Commission upon recommendation by the Shawnee Planning Commission following the Conditional Use Permit requirements outlined in the Shawnee Zoning Code.
3. The building and proposed parking lot shall have security lighting and the lighting shall be shielded so that it does not impact adjacent residential properties.
4. The Shawnee Rescue Mission shall provide annual reports to the Shawnee City Commission related to all aspect of operation. These reports shall occur in May of each year and shall begin in May of 2013.
5. All applicable building, fire and zoning code standards apply and must be met before the building is occupied for an overnight shelter or any other use.

There was a lengthy discussion between the Commissioners and Justin Erickson clarifying portions of the staff report.

Chairman Turner asked the applicant to come forward for any questions from Commissioners. Melinda Blankenship, Director of the Shawnee Rescue Mission read a statement on the need for a second homeless shelter in the community.

Commissioner Silvia asked about the significance of 31-beds as proposed and the residents that frequent the Mission. Ms Blankenship said it is designed for 10 beds for men, 10 beds for women and 11 beds designated for occupants of the family shelter. She stated that the residents of Shawnee Rescue Mission are from Shawnee, there is no reason to bring them in from Oklahoma City. The Mission frequently transports the

homeless to other agencies or specialized facilities. One program provides bus tickets to reconnect the homeless with family members in other states.

Ms Blankenship answered questions from the Commission. She stated the Shawnee Rescue Mission has a strict policy regarding drug and alcohol abuse. They plan on modeling an 8 month substance abuse program after the City Rescue Mission. Those with mental health issues will be evaluated by paid staff and connected with various agencies.

She assured the Commission that security monitoring systems are in place with more to be added. There are currently two security guards for the food pantry and they plan to have full time security if this proposal is passed.

Chairman Shawna Turner turned the discussion toward the financial area of the project such as funding for staff and the completion of the project. Ms Blankenship turned it over to the Chairman of the Board for the Shawnee Rescue Mission and Director of Development, Bill Holly. Mr Holly remains confident that funding sources will be available if needed through successful funding efforts. Mr Holly states the Rescue Mission has operated on a sound budget. Plans are to seek grants that will help this construction project, and funding campaigns will begin shortly.

Mr Holly answered questions from the Commissioners. Mr Holly stated they have applied for an AHP grant but it is conditional upon the Planning Commission approving the Conditional Use Permit as proposed.

With this grant, the goal is to get the day shelter fully operational as soon as possible. Mr Holly stated without the night shelter opening, the day shelter would be delayed because the funding is tied to the night shelter.

Tom Jones, President of the Oklahoma City Rescue Mission spoke before the Commission. Mr Jones offered a suggestion to redesign the 31-bed count plan for family units only. This would ensure that the Shawnee Rescue Mission would receive the AHP grant. Jones noted that this would allow the Shawnee Rescue Mission to prove to the Planning Commission and community that they can operate successfully. Shawnee Rescue Mission could then return to the Planning Commission with modifications at a later date to include single adults.

Chairman Turner asked Mr Jones about substance abuse policies and mental health issues at the Shelter. Mr Jones states drugs and alcohol will not be allowed at the Shelter. He stated that when the word gets out those eligible come to the Mission and immediately start the program of recovery. Those who don't want the help won't stay. Mr Jones acknowledged the Mission is not a mental health facility. However, they help connect those with mental health issues to other organizations. Once they have been evaluated the Shawnee Rescue Mission can shelter many who are on medication.

Commissioner Chris Silvia voiced concern when Mr Jones stated "when word gets out". He does not want to increase levels of homeless, substance abuse or mental health issues in Shawnee. Silvia noted that he would like to see an additional recommendation from staff stating they must have a Shawnee address.

Chairman Turner's concern is the Shawnee Rescue Mission may become a congregation point and may impact the surrounding neighbor's health and safety. Mr Jones answered that most of the congregating activity would be conducted during day time hours. Once the overnight shelter is in place, a strict 7:00pm curfew would exist.

Commissioner Prince asked Melissa Blankenship her view on changing the 31-bed issue to more family orientated as suggested by Mr Jones. She agreed the Shawnee Rescue Mission would be open to the changes mentioned.

Chairman Turner asked Holly Gordon to come forward. Turner asked her if she has noticed any changes with the safety concerns she mentioned at the meeting on September 5, 2012. Ms Gordon stated she received a phone call from another organization confirming the homeless are being sent from the City Rescue Mission in Oklahoma City to the Shawnee Rescue Mission. She continues to see the same issues she originally voiced to the Commission. Ms Gordon said she bought her historic home seven years ago to renovate, but is concerned about the value of her home should she decide to sell.

Chairman Turner asked a representative from South Central Industries to come forward. Tina Hanna, Executive Director stated that many physically and mentally challenged individuals work, live and shop in this area. Several parents wrote letters of concerns to South Central about increased criminal activity. Ms Hanna commented she thinks the security cameras and security guards will help, but she is concerned regarding the security guards jurisdiction which stops at the Shawnee Rescue Mission property line.

Justin Erickson clarified questions from the Commission regarding police activity reports obtained.

Chairman Turner asked a representative from Angel's Acres to come forward. Mike Little spoke on behalf of Angel's Acres detailing the letter of support for the Shawnee Rescue Mission project.

Chairman Turner asked for Commissioners comments before bringing it to a vote.

Commissioner Ben Salter commented that he remembers this issue being discussed almost 30 years ago. That was Angel's Acres and has turned out to be good for the area. He feels management has a lot to do with the organizational success. Since the last meeting he has driven in the area of the Shawnee Rescue Mission daily and has not observed the activity mentioned.

Commissioner Prince stated he lives in the area and therefore drives in the neighborhood several times a day. Mr Prince stated that it appears that activity has seemed tapered down in the last 30 days. He recognizes people in the neighborhood as former clients of the Shawnee Rescue Mission. He mentioned he shares Commissioner Silvia's concerns about determining if the clients are residents of Shawnee and not servicing individuals outside the community. Prince agrees with Mr Jones' proposition to change the 31-beds to family units.

Commissioner Silvia states he believes rezoning and conditional use permit requests are seen by the Planning Commission too often. Often, where an applicant purchases a piece of property for a use other than what the current zoning allows, or has begun renovation or other construction projects without proper authorization prior to beginning. Silvia referred to the staff report quoting zoning regulations, and it was Staff's opinion that the proposed use will have impact on the character of the neighborhood, traffic congestion and general welfare of the community. There are potential negative impacts on the City and surrounding neighborhood. Commissioner Silvia noted that to him, the Shawnee Rescue Mission has not shown that a need outside of the family units exist. He does feel the Shawnee Rescue Mission is filling a role of that which is a benefit to the impoverished in the local area and some homeless. However, it appears other agencies are not at full capacity. Silvia noted his concern that the size of the project is scaled more to the size of the grant than the need. Negative neighborhood impact would worsen if an overnight

shelter was allowed especially if it was open beyond Shawnee's borders allowing someone to come to Shawnee to find rescue. Staff recommended that the Shawnee Rescue Mission provide letters from other service providers in the community, noting partnership agreements and/or submit more information detailing the existing gaps in service that the Shawnee Rescue Mission can provide. This has not been done. Silvia questioned whether the \$2.3 million dollars planned to manage the Shawnee Rescue Mission is the most effective use of the money. Rezoning this property with the Conditional Use Permit would stretch the boundaries, eliminate the natural barrier of this property once provided to the single family residential surrounding the property and would see a drop in property values. To grant the rezoning to C-4 with Conditional Use Permit as requested would be irresponsible.

Commissioner Hoster stated that the applicant should apply for rezoning first. His main concern is for the safety of the homeowners. Bigger buffer zone is needed so if anything were to pass, the family units might be safer. Certainly feels there is a need, but very concerned about the homeowners in the area.

Commissioner Carter commented this issue is problematic. When the issue of homelessness fails to provide nuance, it becomes easy to dismiss or not able to talk about. Antidotal evidence has been provided and not sure that is helpful in reaching a decision. Too many outstanding variables have not been addressed adequately to make an informed decision. Some consideration of this would be feasible since the Mission is already operating as a day shelter and offering services to clients. Appears if this should pass it would improve the facilities and services. It has also been suggested that it may improve the neighborhood as well. Carter stated this would be difficult for the Planning Commission to pass 31-beds without elaboration on the plan.

Chairman Turner thanked everyone in attendance for their support, time and effort to this cause. Turner stated that at this point she is not in support of approving the application as given. She thanked Mr Jones for to his recommendations to consider changing the 31-bed overnight shelter proposal to family units because it does have merit.

Chairman Turner made a recommendation to table this matter until a new packet of information can be presented by the Shawnee Rescue Mission to consider options of family care as presented by Mr Jones.

Commissioner Silvia voiced that he is not in favor of the rezone, making the Conditional Use Permit request non-applicable.

Chairman Turner asked Staff to clarify the zoning classification.

After discussion with Staff and City Attorney Mary Ann Karns, Chairman Turner reminded the applicant of the opportunity to withdraw the application before it goes to the City Commission. If any changes are made to the application prior to the City Commission meeting, Shawnee Rescue Mission may resubmit to the Planning Commission without further charges incurred.

Chairman Turner asked for a motion for the rezoning portion of the application request. Chairman Turner made the motion to approve the rezone to C-4; Central Business District. Commissioner Prince seconded the motion.

Motion passed:

AYE: Turner, Prince, Carter, Hoster, Salter

NAY: Silvia

ABSTAIN:

Chairman Turner called for a motion for the Conditional Use Permit as presented by the application. Carter made a motion to deny the Conditional Use Permit as per the recommendation from Staff. Motion seconded by Commissioner Silvia.

Motion carried:

AYE: Carter, Silvia, Hoster, Turner, Prince, Salter

NAY:

ABSTAIN:

Chairman Turner asked for motion. Commissioner Silvia made the motion to approve the Conditional Use Permit per the 5 recommendations from Staff with two additional points. They must show proof of Shawnee residency or a prior Shawnee resident and the facility must be verified only as family units. Chairman Prince seconded. After discussion to clarify motion from Commissioners, Chairman Prince withdrew his second motion. No one seconded the motion.

Chairman Turner asked for another motion. Commissioner Prince made a motion to approve the Conditional Use Permit as per Staff's recommendations 3, 4 and 5, (excluding Staff recommendations 1 and 2) and to add the conditions that shelter residents must be Shawnee residents or be a prior Shawnee resident and the facility must be developed to include only family units. Commissioners discussed clarification of motion. Second was made by Commissioner Hoster.

Motion passed:

AYE: Prince, Hoster, Carter, Turner, Salter

NAY: Silvia

ABSTAIN:

AGENDA ITEM NO. 3:

Discussion and possible action on memo to City Commission regarding the Planning Commission request to consider bicycle lanes along Bryan Street.

Chairman Turner called for the Staff report. Stephanie Clary presented changes to the memorandum as per the Planning Commission recommendations. The Planning Commission approved changes as requested and directed Staff to forward to the Traffic Commission and the City Commission.

AGENDA ITEM NO. 4:

Adjournment
Meeting was adjourned.

DRAFT

Chairman/Vice-Chairman

Linda Burg
Linda Burg, Planning Commission Secretary



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

STAFF REPORT
REZONE AND CONDITIONAL USE PERMIT REQUEST
CASE #P13-12

TO: Shawnee Planning Commission

AGENDA: September 5, 2012

REPORT DATE: August 31, 2012

RE: CASE #P13-12; 204 N. Louisa Street – Shawnee Rescue Mission

I. PROPOSAL

The Shawnee Rescue Mission, requests approval of a Rezone Application and the issuance of a Conditional Use Permit to facilitate the establishment of a homeless shelter and associated social services (see Exhibit 1). The proposed uses would occur within an existing 26,931 square-foot building (approximate) located at 204 N. Louisa Street. The site is presently zoned C-3: Highway Commercial and the proposed zoning is C-4: Central Business District. The project also includes the development of a parking lot with 30 spaces and a community and recreation area. The planned improvements will be completed through a multi-year phased effort.

II. GENERAL INFORMATION

Applicant	Mike Little Construction, Bill Thurman
Owner	Shawnee Rescue Mission
Site Location/Address	204 N. Louisa <i>See Figure 1</i>
Current Site Zoning	C-3
Parcel Size	26,931 sq. ft. (building) 22,140 square feet (parking and open space)
Proposed Use	Homeless Shelter, Food Pantry, Soup Kitchen, Misc. Services

Comprehensive Plan Designation	Commercial/Public/Residential
Existing Land Use	Office/Warehouse Note: The Shawnee Rescue Mission does operate a food pantry and office out of the facility at present.
Surrounding Proposed Land Use	<u>North</u> : Residential <u>South</u> : Residential <u>West</u> : Residential/Public/Commercial <u>East</u> : Residential/Public/Commercial
Surrounding Zoning	<u>North</u> : R-3 <u>South</u> : C-4 <u>West</u> : I-1 <u>East</u> : R-3

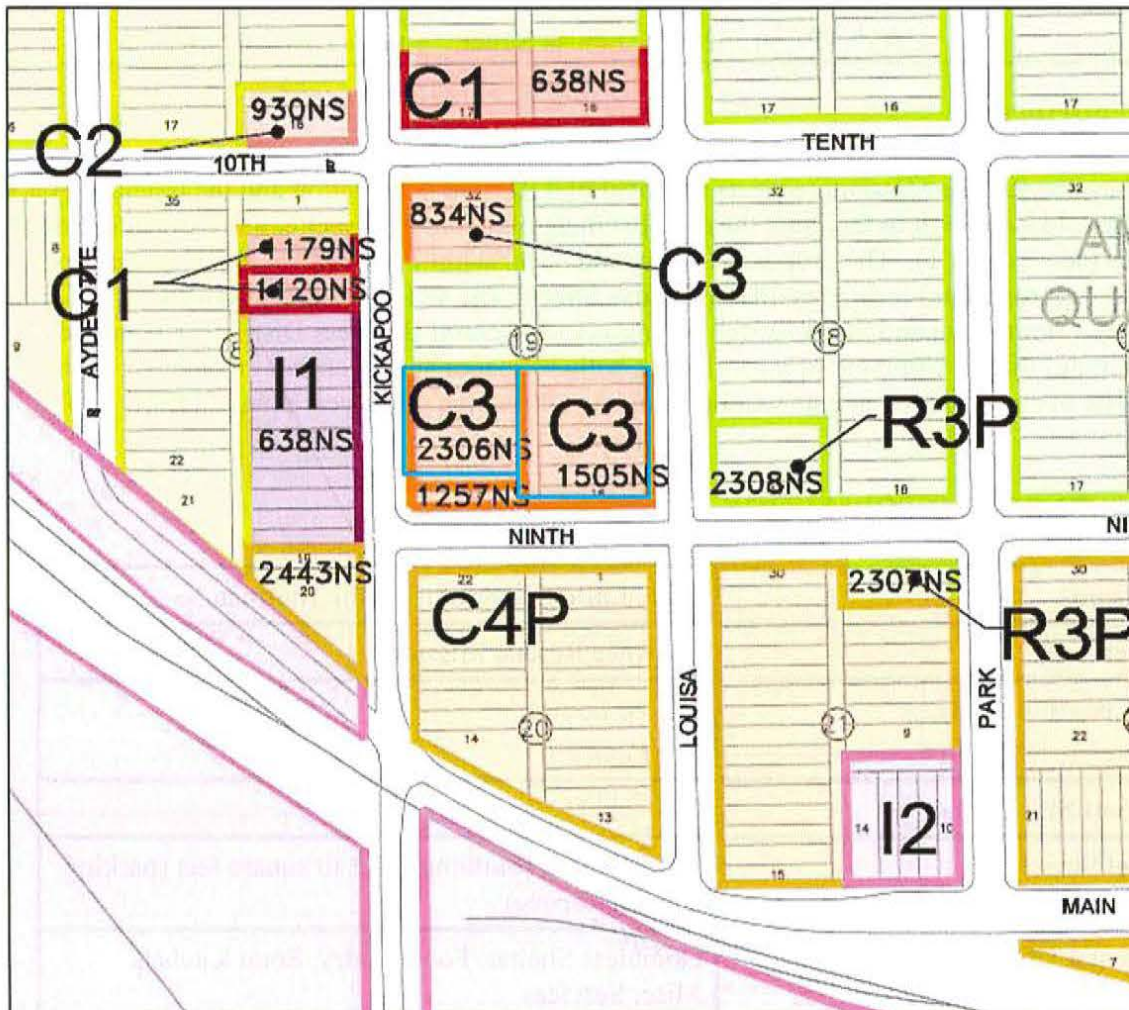


Figure 1: Zoning Map, with site outlined in blue.

III. STAFF ANALYSIS AND REVIEW

This property at 204 N. Louisa is currently zoned C-3 and was previously used as a commercial use for office space and warehousing before being purchased by Shawnee Rescue Mission (see Exhibit 2 for photographs of site). The building is utilized at present as a storage facility for the food pantry operation by the Shawnee Rescue Mission and as office space. The site was rezoned from R-3 to C-3 in 1989 when the building was used for warehousing/offices. The building was constructed in 1950 according to the Pottawatomie County Assessor. Extensive remodeling is proposed to bring the facility into compliance with the applicable Building and Fire Codes.

The current proposal request is for the property to be zoned C-4 Central Business District (CBD) and for a Conditional Use Permit to be granted to allow for the use of a homeless shelter (“boarding or rooming house”) on the property. The owner is requesting permission to convert the existing commercial building into a facility that will provide an overnight emergency shelter, day shelter, food pantry and other services aimed at supporting the homeless and indigent population within the City of Shawnee like medical, job services and other social services. The owner explains in detail what additional services will be supplied in the “Statement of Operations and Services” (Exhibit 3).

In an effort to provide clear information, Staff has organized the remaining portions of this section into the following subsections:

- A. Specifics of Development Proposal
- B. Zoning Code and Conditional Use Permit Requirements
- C. Analysis of Surrounding Neighborhood
- D. Shawnee Rescue Mission
- E. Homelessness in the United States
- F. Conditional Use Permit Considerations

A. Specifics of Development Proposal

The proposed plan for the property includes a full service shelter that combines men, women and family overnight emergency sheltering; a day shelter, soup kitchen, food pantry, clothing closet, medical clinic and general office space. To handle parking, the site proposes a new parking lot on the West side of the building with 30 additional parking spaces. The site currently includes both on and off-street parking. To the North of the proposed parking area, the owner intends to use the open space for a community and recreation area which will include a community garden. The owner will work toward the remodeling of the facility in phases as noted in Exhibit 4. As shown in Exhibits 5-6, the Site Plan and Renovation Plan indicate that improvements will include:

- 11 beds for women;
- 23 beds for men;
- 9 beds for families (3 family units);
- A 180-seat dining hall;
- 8 general purpose offices;
- A two-bedroom apartment use for on-site staff;

- A day shelter;
- A food pantry and clothing closet; and
- Other miscellaneous uses as shown on the plan.

According to State of Operations and Services, 30 residents may be served in the overnight shelter. However, the Renovation Plan, indicates a total bed count of 43. The length of stay is limited to 30 days and residents are screened for health problems and a background investigation is completed.

B. Zoning Code and Conditional Use Permit Requirements

The purpose of C-4 zoning, according to Section 605.1 of the City of Shawnee Zoning Regulations, “is designed for the conduct of personal and business services and the general retail trade of the community. It is designed to accommodate a wide variety of commercial uses in the Central Business District or areas of mixed business enterprises.” The request to allow a zone change to allow for a Conditional Use Request for a homeless shelter is permitted under those regulations. Without the addition of an emergency shelter, the site would not require a Conditional Use Permit, just a zone change as the other requested uses are permitted within the C-4 zoning and actually most if not all are permissible under the existing C-3 designation.

According to Section 605.4 of the City of Shawnee Zoning Regulations, a “request for C-4 CBD zoning shall only be granted as an extension of the existing CBD zoning district. To be eligible for rezoning to this district, a parcel shall abut or be adjacent across from a street or ally from the existing CBD district.” The property at 204 N. Louisa is connected to the CBD to the South and the Southeast (Figure 1). The fact that the property is contiguous to other land zoned C-4, allows the property to be rezoned to C-4 CBD as per the regulations. Such a request is also compatible with the Shawnee Comprehensive Plan (Figure 2).

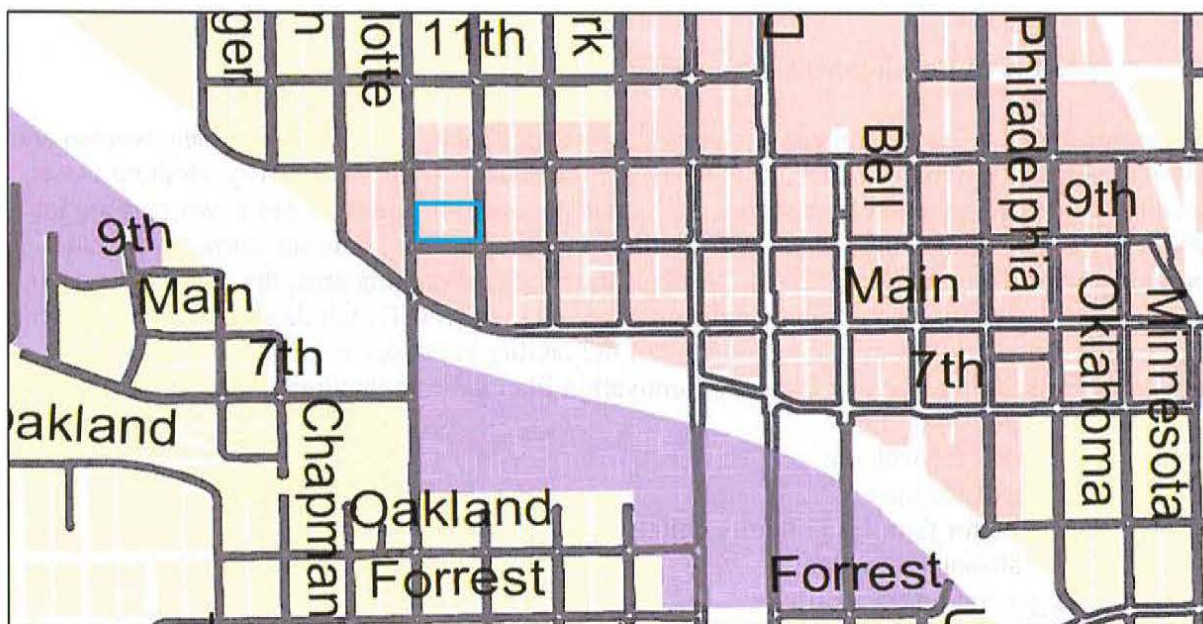


Figure 2: Future Land Use Map, with site outlined in blue (Residential/Public/Commercial).

C. Analysis of Surrounding Neighborhood

If there are negative impacts associated with the proposed use, those impacts will most greatly be felt by those individuals living or working within close proximity to the property. The surrounding neighborhood of the proposed emergency shelter is made up of both businesses and residents, with six different zoning classifications within a few blocks. The uses within the area are not just residential or commercial, but a mix of both uses that are typical within or near downtown areas.

Staff collected Census Tract data from the 2010 U.S. Census Bureau. Because Block data (2010) for the City of Shawnee is not available at this time, Staff had to review the larger Census Tract data which covers a much larger surrounding area than what might be directly impacted by the actual site.

Within the Tract area, there is a population of 3,275 residents and 1,579 total households. Of those households, 1,302 houses are occupied with 277 vacant. Of the total number of houses occupied, there is an owner-occupied rate of 31.8% and a renter-occupied housing unit rate of 68.2%.

Due to the surrounding rates of vacant housing, and renter occupied housing, there has been a decrease in the general upkeep of homes causing several homes to suffer damage and become dilapidated structures from lack of care. One structure was demolished in early 2012 by the City and one structure was demolished in August 2012 by the owner.

As shown in Figure 3, the existing land uses in the immediate vicinity of the site are predominately single-family residential (to the north, west and east) and commercial/warehouse/non-residential uses to the south and west. South Central Industries, which provides vocational training and employment opportunities for the developmentally challenged is located immediately south. They also own two homes to the east, which house some of those in its training program.



Figure 3: Existing land use (subject property outlined in blue).

D. Shawnee Rescue Mission

The Shawnee Rescue Mission is a 501(c)(3) charitable organization (nonprofit) as per the Secretary of State's office and has been so since 2010. The organization currently relies on funding from individuals, churches and other business donors within the community and surrounding areas. Information regarding the shelter and organizational goals may be found in the "Statement of Operations and Services" (Exhibit 2). They also maintain a website with additional information: <http://www.shawneerescuemission.com/>.

Renovations to the facility are being paid for by grant funding, with funding in place for Phase 1 of the project. It is Staff's understanding that additional fundraising efforts will be undertaken to fund further improvements and to pay for ongoing operational expenses. Staffing the completed

building and shelter is addressed in the Operations Plan and in a document entitled “Funding and Budget Issues” (Exhibit 7). Pursuant to these documents, the following positions will be in place to serve the community:

1. Resident Director (2), live onsite
2. Security (2), to provide 24-hour security
3. Secretary
4. Daytime Client Registrar
5. Case Managers
6. Cook
7. Custodian
8. Job Placement Director
9. Food Pantry Coordinator
10. Clothing Distribution Coordinator
11. Director of Development
12. Bridges to Life Interns

Most of the above positions are shown as volunteer positions and as having no personnel costs associated with them.

The proposed operating budgets for the next five years are shown as:

- 2012: \$120,000
- 2013: \$125,000
- 2014: \$150,000
- 2015: \$200,000
- 2016: \$250,000

The projected capital campaign is to raise \$750,000 over the next five years.

E. Homelessness in the United States

A thorough discussion of the merits of the subject request would not be complete without a look at the broader issue of homelessness in the United States. Contained below are the results of a factual investigation concerning the state of homelessness in the United States, the State of Oklahoma and locally in Shawnee. The U.S. Department of Housing and Urban Development’s definition of *homelessness* contained in the Homeless Emergency Assistance and Rapid Transition to Housing Act is as follows:

1. People who are living in a place not meant for human habitation, in emergency shelter, in transitional housing, or are exiting an institution where they temporarily resided if they were in shelter or a place not meant for human habitation before entering the institution.
2. People who are losing their primary nighttime residence, which may include a motel or hotel or a doubled up situation, within 14 days and lack resources or support networks to remain in housing.

3. Families with children or unaccompanied youth who are unstably housed and likely to continue in that state. This applies to families with children or unaccompanied youth (up to age 24) who have not had a lease or ownership interest in a housing unit in the last 60 or more days, have had two or more moves in the last 60 days, and who are likely to continue to be unstably housed because of disability or multiple barriers to employment.
4. People who are fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening situations related to violence; have no other residence; and lack the resources or support networks to obtain other permanent housing.

Types of Shelters and Applicable Definitions

Homeless individuals are often defined as either being “sheltered” or “unsheltered.” The following definitions provide accepted definitions for each and are followed by definitions relevant to the type of shelter:

Sheltered: A homeless person who is in an emergency shelter or transitional housing program for homeless persons.

Unsheltered: A homeless person who is living in a place not meant for human habitation, such as the streets, abandoned buildings, vehicles and parks.

Emergency Shelter: Any facility with overnight sleeping accommodations, the primary purpose of which is to provide temporary shelter for the homeless in general or for specific populations of the homeless.

Transitional Shelter: Intended to facilitate the movement of homeless individuals and families to permanent housing. Homeless persons may live in transitional housing programs for up to 24 months and receive supportive services that enable them to live more independently.

Chronic Homelessness: An unaccompanied homeless individual with a disabling condition who has either been continually homeless for a year or more or has had at least four episodes of homelessness in the past three years.

Permanent Supportive Housing: Long-term, community-based housing that has supportive services for homeless persons with disabilities. This type of supportive housing enables special needs populations to live as independently as possible in a permanent setting. The supportive services may be provided by the organization managing the housing or coordinated by the applicant and provided by other public or private service agencies. Permanent housing can be provided in one structure or several structures at one site or in multiple structures at scattered sites. There is no definite length of stay.

Application Review Note: Based on the information provided, the Shawnee Rescue Mission is proposing an Emergency Shelter.

Homeless Counts

The U.S. Department of Housing and Urban Development requires communities to conduct a “Point-in-Time Count” annually. The count is utilized to calculate funding for housing and supportive services. According to the Department’s 2010 Annual Homeless Assessment Report to Congress, there were 649,917 sheltered (62%) and unsheltered (38%) homeless persons nationwide as of January 2010. Additionally, about 1.59 million people used an emergency shelter or a transitional housing program at least one night during the 2010 reporting period. Most users of homeless shelters used only emergency shelter (78.7%), while 17% used only transitional housing, and less than 5% used both. Use of a shelter is typically brief. Sixty percent of emergency shelter stays lasted less than one month, with one-third of those lasting less than one week.

National homeless characteristics from the count are as follows:

- 78% of sheltered homeless are adults
- 62% of adults are male
- 58% of members of a minority group
- 37% are between 31-50 years of age
- 63% are in one-person households
- 37% have a disability
- 26% of a serious mental illness
- 35% suffer from substance abuse
- 12% are domestic violence survivors

Housing Unit Count and Length of Stay

In 2010, the U.S. had an estimated 661,230 beds to house homeless individuals. The breakdown as to type is: Emergency Shelter (30%), Transitional Housing (35%), and Permanent Supportive Housing (34%). Individuals in Permanent supportive housing are no longer considered homeless because they have a permanent residence. Approximately 86% of emergency shelter beds were occupied on an average night during the study period. The average length of stay for emergency shelters is:

- 1 week or less – 34%
- Less than 1 month – 27%
- 1-6 months – 33%

Homelessness in Oklahoma

In 2010, Oklahoma had an estimated homeless population of 5,229 (Point-In-Time Count). The rate of homelessness for Oklahoma and neighboring states is: Oklahoma (0.13%), Arkansas (0.10%), Texas (0.15%), and Kansas (0.07%).

Regionally, Oklahoma City is the primary location for most homeless services and sheltering. The cities of Midwest City, Moore and Edmond do not have emergency shelters. The City of Norman does have emergency shelters, including one provided by the Salvation Army. According to the Oklahoma City 2012 Point in Time Count, there were 1,303 homeless counted. Of those, 630 were sheltered, 312 were in transitional housing and 361 were unsheltered. The chronically homeless make up around 18-19% of homeless population of Oklahoma City. Of the 230 chronically homeless individuals counted in 2012, 76% were staying in an unsheltered environment. Veterans make up approximately 12% of Oklahoma City's homeless population and 11% of the homeless population nationally. Homeless families currently make up 12% of the total homeless in Oklahoma City. Approximately 79% of all respondents reported having one or more disabling conditions. Like the national trends, many suffer from mental illness and/or substance abuse. Oklahoma City has the following capacity to meet the homeless housing needs:

- Emergency Shelter – 975 units
- Transitional Housing – 266 units
- Permanent Supportive Housing – 598 units

Homelessness in Shawnee

Shawnee is part of the Oklahoma Northwest Continuum of Care and conducts annual Point in Time Counts like Oklahoma City and other communities in the State. The following counts are for Pottawatomie County, although it can be assumed that all or most of the counted individuals were within the Shawnee city limits:

Table 1: Official homeless counts for Pottawatomie County, 2010-2011.

Year	Homeless Count	Unsheltered
2012	94	5
2011	122	23
2010	101	17

Note: Official count done in January of each year

As shown in the above table, the majority of homeless individuals in the City are sheltered in some manner.

The Salvation Army has operated a shelter in Shawnee for approximately 25 years. The shelter has 30 beds and they accept single men and women. According to the Program Director (phone conversations: August 22, 2012, August 30, 2012), they are seldom full.

Poverty Levels

Poverty is linked to homelessness in that individuals living below poverty are more susceptible to becoming homeless if for no other fact that a much higher percentage of their monthly income is spent on housing. The U.S. Census Bureau uses a set of income thresholds that vary by family size and composition to determine poverty levels. If a family's total income is less than the family's threshold, then that family and every individual in it is considered to be in poverty. The official poverty thresholds do not vary geographically, but they are updated for inflation using Consumer Price Index data.

Per the most recent U.S. Census Data, the following are poverty levels at the national, state and local level:

Table 2: Percentage of Individuals in Poverty, 2012

Geographical Unit	Percent of Individuals in Poverty
United States	13.8%
Oklahoma	16.2%
Pottawatomie County	17.3%
City of Shawnee	22.3%

Source: U.S. Census Bureau; QuickFacts: <http://quickfacts.census.gov>

Note: Poverty rates vary slightly based on U.S. Census data source

F. Conditional Use Permit Considerations

According to the Zoning Regulations in 1401.10(C), the Planning Commission is tasked with considering the following in regards to Conditional Use Permits, “the effect of such proposed building or use upon the character of the neighborhood, traffic congestion, public utilities and other matters pertaining to the general welfare” of the community. It is Staff’s opinion, that the proposed use will have impacts on the character of the neighborhood, traffic congestion and the general welfare of the community. The question then becomes, can such impacts be appropriately mitigated to lessen the impact to an acceptable level and/or does the benefit provided by the proposed use outweigh the negative externalities? Staff does not have enough information to answer this critical question at this time.

The Conditional Use Permit process, allows the Commission to grant a use – subject to conditions. There are a number of conditions that could be placed on the proposed overnight shelter that would help to mitigate some of the concerns expressed. For instance, the Commission can require 24-hour security, annual inspections and audits, parking improvements, certain operational functions and other requirements that are reasonably related to protecting public health, safety and welfare.

To date, the City has received numerous letters of protest concerning the proposed request (see Exhibits 8-14). Many of the concerns center around impacts to the surrounding neighborhood especially as it relates to crime, security, parking, vandalism, theft and other activity. Several letters are from owners of rental property within close proximity to the subject property. The Shawnee Rescue Mission supplied a response to concerns raised by some of the letters (Exhibit 15). Staff does have significant concerns with the subject proposal, as more specifically enumerated below:

Staff Concerns

Specific Staff concerns are as follows:

1. ***Demonstration of Need.*** Because of the potential negative impacts to the surrounding neighborhood and the City at large, it is Staff's recommendation to only permit a facility that meets an existing need. The proposed facility is designed for 43 beds (or 30 depending on the exhibit). The Salvation Army emergency shelter holds 30 individuals and is seldom full and the official Point-In-Time homeless count indicates that the "unsheltered" homeless population is substantially less than the size of the proposed facility (this is true in years 2010-2012). The Shawnee Rescue Mission has not provided any demonstration of need or a clear justification for 43 or 30 beds.
2. ***Neighborhood Impact.*** The Shawnee Rescue Mission has operated a food pantry, provided meals, clothing and other assistance for some time at various locations in the City of Shawnee. Based on letters from the public, the current limited operations at the facility (204 N. Louisa) appear to have had major impacts on the neighborhood. Overnight sheltering will result in a large concentration of individuals with mental health and substance abuse issues in the neighborhood. Staff recommends that the Shawnee Rescue Mission hold a community meeting (not associated with the City process) to hear from the public and seek ways to address neighborhood concerns.
3. ***Staffing Levels.*** The proposed staffing plan relies heavily on unpaid volunteers. Based on the size of the shelter and the full array of service planned, it seems unlikely that such an effort could be undertaken primarily by volunteer labor. To Staff's knowledge, none of the staff, board members, or volunteers have any experience operating a homeless shelter. If the organization plans on utilizing a mentor organization or partner agency with such experience, such information should be shared in detail with the Planning Commission.

Simply providing 24-hour security will cost somewhere between \$87,600 and \$175,000 annually depending on the level provided. This alone, represents all or most of the anticipated operational expense over the next five years. Case managers are certified by the State of Oklahoma and require extensive training – Staff is not aware of any shelters that utilize volunteers in this capacity. The same is true for mental health professionals and substance abuse counselors. Most homeless individuals have mental health and substance abuse issues and most volunteers are unprepared and untrained to handle such individuals.

In Staff's opinion, there is substantial risk in creating an organizational structure that relies almost entirely on volunteer labor. The homeless are a vulnerable population with substantial needs. Their service and care is high and without the ability to hire and retain qualified staff, their basic welfare is at risk. If key positions such as Resident Directors, Case Managers and others are unpaid positions, what happens if those individuals depart service from the Shawnee Rescue Mission and suitable volunteers cannot be found? If such situations were to occur and the shelter was at capacity with 30-43 beds occupied, a serious public health emergency would occur.

Staff recommends that the Shawnee Rescue Mission provide specific examples of other facilities that operate with an operational budget similar to what is proposed and/or provide evidence that other successful shelters operate primarily on volunteer labor. Expert testimony and/or exhibits from shelter operators are needed to protect the public and ensure that the proposed shelter is adhering to best practices.

4. ***Duplication of Services.*** Staff has surveyed other homeless shelters and organizations in the OKC Metro area and all those surveyed have an extensive partnership network in place. Within Shawnee, many resources exist including the Salvation Army, Red Rock Behavioral Health Services, Gateway to Prevention and Recovery, Family Promise and others.

The materials from Shawnee Rescue Mission do not note any partnerships and the services provided appear to be a duplication of some services already available in the community. Staff recommends that the Shawnee Rescue Mission provide letters from other service providers noting partnership agreements and/or submit more information detailing the existing gaps in service that they seek to fill in the community.

5. ***Phasing Schedule.*** The submitted phasing schedule does not include a budget or specific dates of anticipated completion. Further, there is no phasing schedule associated with the operational aspects of the proposal (when is the proposed shelter planned to open?). Additional details are needed.

IV. FINDINGS

At this time, Staff reserves findings for a future date (see below).

V. RECOMMENDATION

Staff recommends that the Planning Commission continue the Public Hearing on Case #P13-12 to a future date, preferably at a special meeting. At this time, not enough information is known to issue a recommendation or to set conditions and Staff feels it pertinent to hear the testimony at the public hearing in order to better formulate a recommendation. It is also likely that the owner may be asked by the Commission for more information based on your review and on testimony received.

At a later date, Staff can bring forward a recommendation on this issue based on the additional information received and as directed by the Planning Commission. An addendum to this Staff Report will be issued at that time.

VI. EXHIBITS

1. Rezone w/Conditional Use Permit Application Form (July 20, 2012).
2. Series of Photographs of the Subject Site (August 15 and August 24, 2012).
3. Statement of Operations and Services, prepared by the Shawnee Rescue Mission.
4. Project Phasing – Preliminary, prepared by Mike D. Little Construction (received August 29, 2012).
5. Site Plan, Dated July 2, 2012, prepared by Richmond Group.
6. Building Renovations plan, Dated May 30, 2012, prepared by Richmond Group.
7. Funding and Budget Issues document, prepared by the Shawnee Rescue Mission (received August 29, 2012).
8. Letter from James Dudley (received August 20, 2012).
9. Letter from South Central Industries, Inc. dated August 20, 2012 (received August 22, 2012).
10. Letter from South Central Housing dated August 20, 2012 (received August 22, 2012).
11. Letter from Executive Home Rentals, LLC dated August 19, 2012 (received August 22, 2012).
12. Letter from Emmet Wilson dated August 27, 2012 (received August 28, 2012).
13. Letter from Holly Gordon dated August 29, 2012 (received August 29, 2012).
14. Letter from Mrz Lizzies Home Rentals dated August 22, 2012 (received August 29, 2012).
15. Letter from Shawnee Rescue Mission dated August 29, 2012 (received August 29, 2012).



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STAFF REPORT ADDENDUM
STAFF FINDINGS AND RECOMMENDATION
CASE #P13-12

DATE: October 8, 2012

AGENDA: October 10, 2012

TO: Shawnee Planning Commission

RE: Case #P13-12; Shawnee Rescue Mission (204 N. Louisa Street)
Rezone and Conditional Use Permit Request

INTRODUCTION

This report is an addendum to the Staff Report dated August 31, 2012. At the Shawnee Planning Commission meeting held on September 5, 2012 for the above-noted case, the Planning Commission continued the matter and asked for additional information. The applicant submitted additional information on October 1, 2012 (Exhibit 39). Exhibit 39 also includes a series of attachments/exhibits provided by the applicant. The applicant has lowered the number of proposed beds to 31 from 43. They also held a community meeting on September 28. The applicant has also included a draft Memorandum of Understanding (MOU) between the Shawnee Rescue Mission and the City Rescue Mission in Oklahoma City (Exhibit 40).

STAFF ANALYSIS

Demonstration of Need

As noted in the August 31, 2012 Staff Report, there were 17 unsheltered ("street") homeless individuals in 2010 and 23 in 2011 (official January count). Using the most generous numbers provided on the actual count sheets, the total unsheltered homeless population for January 2012 is 24. In January of 2012 the Salvation Army sheltered eight individuals, leaving 22 open beds. An unofficial count was also taken in August 2012. According to the actual data sheets, there are 25 unsheltered homeless. At the time of the August count, the Salvation Army was sheltering 18 individuals, leaving 12 beds open.

Staff Conclusion: There does not appear to be a need for a 31-bed homeless shelter in Shawnee. Recent point-in-time homeless counts illustrate that the unsheltered homeless population has been fairly consistent over the last three years at around 100 homeless and 25 unsheltered homeless. The Salvation Army homeless shelter is not at capacity. Staff is unaware of how the applicant arrived at the requested 31-bed facility, but there is no data to suggest that there is a 31-bed emergency shelter deficiency in Shawnee. If that were the case, the existing shelter in town would routinely be at or exceeding capacity and it is not. Staff does believe that the proposed family units (3) are needed in the community and that at times of inclement weather a temporary emergency shelter for 31 total individuals could be warranted as well.

Neighborhood Impact

Criminal Activity

The area surrounding the Shawnee Rescue Mission has had an active police call log both before and after the building was utilized by the Shawnee Rescue Mission, beginning in about September 2010. Exhibits 39, 41, 42, and 43 all provide additional details regarding police activity. Staff has confirmed that all of the cited numbers are accurate and factual based on the data. Staff does caution though that upon review of the police reports, few of the calls can be directly linked to the Shawnee Rescue Mission or their clientele. In the two years prior to Shawnee Rescue Mission establishing a presence at 204 N. Louisa, there were no calls for service that resulted in a police report. In the two years since (September 2010 – September 2012), there were five (5) calls that resulted in detailed police reports (reports: #11-06545, #12-00348, #12-01039, #12-01278, #12-01654). There have been 14 total calls to police with the reported location being 204 N. Louisa between June 2011 and June 2012 (note: not all calls result in a police report).

There have been numerous calls that resulted in police reports at adjacent locations. For instance, Angel's Acres (205 N. Louisa) has had 12 police reports associated with it from September 2010 to September 2012 and only three from September 2008 to September 2009. A review of the police reports, reflects that there are no specific references to Shawnee Rescue Mission clientele. As noted in Exhibit 41, there have been numerous police reports written for trespassing, suspicious persons, vandalism, theft and drugs in around the immediate area. An examination of the police reports, finds that there is no causal link between the criminal activity and the Shawnee Rescue Mission.

Under previous testimony on September 5, 2012, several residents have reported a perceived increase in crime and in people loitering in the area. There is no way to measure increased pedestrian traffic and people walking about on public property is generally not a violation of law, so no statistics exist that can confirm an increase in the transient population or in pedestrian traffic. The applicant themselves though did acknowledge a problem as Mr. Jones states (public testimony, September 5, 2012), "there will continue to be inappropriate behaviors" and "SRM has no authority" once individuals leave the Shawnee Rescue Mission property.

The Shawnee Rescue Mission has noted that they have now employed security personnel during the twice-monthly food distribution. In addition, they plan to have security onsite around-the-clock when the proposed shelter is in operation. The presence of security can certainly assist in

addressing some of the concerns expressed by neighboring properties, but private security personnel have no jurisdiction on public property and so any relevant issues along 9th Street, Louisa Street and the alleyway intervening between the building and the proposed parking lot will not be able to be addressed by onsite security. The parking areas in front of the building (204 N. Louisa) along both 9th Street and Louisa are also public right-of-way.

Impacts to Sensitive Populations

As detailed in the Staff Report (August 31, 2012), the neighborhood surrounding the Shawnee Rescue Mission includes a variety of land uses and residential densities. In addition to Shawnee Rescue Mission, South Central Industries and surrounding single-family residences, there are two group homes (owned by South Central Housing) and a housing complex for individuals with disabilities (Angel's Acres). South Central Industries has submitted additional information related to potential impacts to the group homes they manage (Exhibit 44, which includes 8 attached letters). Exhibit 39 includes information from the manager of Angel's Acres that indicates that no impact from the Shawnee Rescue Mission has been experienced (applicant's "Exhibit D").

The proposed shelter is less than 2,000 feet from a daycare center and from Youth and Family Resource Center (Hope House). Accordingly, pursuant to Oklahoma Statute (57 O.S. § 590), it is unlawful for any person registered according to the Sex Offenders Registration Act to reside (even temporarily) at the subject site (204 N. Louisa). According to the applicant, they will screen clients against the Sex Offender Registry and perform a background check for violent criminal records. Clients with a history in either of these areas will be denied use of the shelter.

Property Values

A review of research papers and literature provides no information that homeless shelters decrease property values¹. That said, there are no comparable studies that examined conditions similar to what is proposed as most research studies have been conducted in very large metropolitan areas. Most studies also detail the impact of affordable housing on adjacent properties and there is little research on impacts associated with homeless shelters specifically. As per Exhibit 42, one property owner does report a decrease in rental rates. Further, as noted by the Mr. Tom Jones during the Public Hearing on September 5, 2012, the nearest single-family residence to the City Rescue Mission is at least one-half mile. Many communities that have specific zoning requirements for shelters do employ distance standards and many require significant setbacks (typically about 2,000 feet) from single-family residential areas.

¹ Sample studies, see:

→ Nguyen, Mai T. 2005. Does affordable housing detrimentally affect property values? A review of the literature. *Journal of Planning Literature* 20(15).

→ Furman Center for Real Estate Urban Policy. *The Impact of Supportive Housing on Surrounding Neighborhoods: Evidence from New York City*. New York State University: www.furmancenter.nyu.edu.

→ Foster, Lisa K. 2002. *Residential care facilities in the neighborhood: Federal, state and local requirements*. California Research Bureau, California State Library, www.library.ca.gov.

→ Arlington County Government, Virginia. *Examples of sheltered housing near residential property*. www.arlingtonva.us/departments/CountyManager/.../file84629.pdf.

Since many of the proposed activities are allowed by right in either the C-3 or C-4 zoning district, it is important to consider the additional impact that overnight sheltering will have on the surrounding neighborhood. The most substantial difference is intensity of use. The other proposed uses (soup kitchen, day shelter, food pantry, etc.) generally occur during traditional business hours and may not occur seven days a week. The homeless shelter proposed is a 24-hour a day year-round operation. Thus, there will always be individuals, staff and security on the premises. This is very different than all other non-residential uses in the neighborhood that operate under traditional business hours. Of course, the overnight activity is confined to within the building and it is unlikely that there will be a lot of traffic or exterior activity during the late evening and night hours.

Staff Conclusion: There is credible testimony from those that live in the neighborhood that there have been neighborhood impacts since the Shawnee Rescue Mission started providing services in the area. Many of those interactions may not have resulted in a police call or a police report. Police call volume may have increased since the Shawnee Rescue Mission was established in the neighborhood, but there is no clear correlation between the two. Other testimony and exhibits contradict that the existing operations of the Shawnee Rescue Mission have been problematic. A review of literature provides little guidance as to impacts of the proposed overnight shelter on property values.

Staffing Levels / Operational Aspects

The applicant appears to be well aware that the use of the site as an overnight shelter will require paid staff positions as the scope of service expands (Exhibit 39). The proposed partnership with the City Rescue Mission (Oklahoma City) should also provide needed technical and staffing resources (Exhibit 40). There are few specific details on funding for the future ongoing operating expenses.

In terms of the building improvements, the first phase is estimated at \$820,720. Phase 1 includes the parking lot, creation of the apartment, family units and shelter, fire sprinkler system (partial), fire alarm system (full) and many other improvements. Phase 2 is estimated at \$497,427 and includes improvements for the dining hall, kitchen areas, restrooms for the dining hall, etc. Phase three is \$180,000 and includes additional improvements to the kitchen area. The total estimated cost is approximately \$1.5 million. It is Staff's understanding that the Shawnee Rescue Mission has procured a grant for \$450,000 to help pay for the first phase. Staff is unaware how the remainder of the money will be raised.

As noted by the applicant (Exhibit 39), the day shelter, as planned by the Shawnee Rescue Mission, is a service that is not currently being offered in the Shawnee community.

Staff Conclusion: Provided that the partnership with the City Rescue Mission is realized and the operational aspects are handled as proposed (including adoption of the Community Standards for Emergency Homeless Shelters), the operational aspects of the proposed shelter have the potential to be adequately addressed. The construction phasing schedule and budget appear realistic and logical. Staff does have concerns that the Shawnee Rescue Mission can raise the additional money needed for the capital improvements. While the grant is for \$450,000, there is an estimated balance of around one million dollars that will have to be raised for the planned

improvements. In addition, the Shawnee Rescue Mission will have to raise substantial operational funds to run the facility once the improvements are made. Staff is satisfied with the overall building and site layout and architectural drawings. Staff does have concern that many of the kitchen and dining hall improvements appear not be done until Phase 2 or Phase 3. This is a concern because those individuals staying at any approved shelter will obviously need food and a place to eat, although a temporary solution is likely possible.

SUMMARY AND CONCLUSION

The challenge for Staff, the Planning Commission and the City Commission is that the applicant/owner is requesting approval of something today based on a series of promises about the future. Promises regarding funding, improvements, partnerships, operations and other critical information. At the same time, absent early approval from the Commission, the applicant would incur tremendous liability if they moved forward on improvements and then came back to the City and requested approval when all the funding, physical improvements and operational aspects were in place. The grant obtained by the owner provides a substantial start to the planned improvements and the owner has a history of raising significant funds.

The best available data indicates that there is not a need for a 31-bed emergency shelter in Shawnee. Some additional capacity and the planned family units may be needed, but a 31-unit facility is unlikely to be fully utilized by the existing regional population. At times during extreme inclement weather, such a sizeable facility could be warranted on a temporary basis. Approval of the applicant's request at this time cannot be recommended because of the outstanding issues relative to funding, operation and need. There are simply too many unknowns – will one million dollars be raised to finish the capital improvements? – will the City Rescue Mission partnership be actualized in two years when site work is completed? – where will the money come from for operations?

Staff notes the many contributions to the Shawnee area made by the Shawnee Rescue Mission. The proposed day shelter is needed and is a critical missing element in the community. Other services and offerings proposed by the Shawnee Rescue Mission are also needed and complement existing services in the community. The grant received by the Shawnee Rescue Mission will help fund significant improvements to the building that will facilitate services and offerings far beyond overnight sheltering – services that are very clearly needed in the community, including the day shelter. Allowance of a 31-bed facility on an emergency-only basis may allow the applicant to meet the grant requirements, thus allowing for improvement of the building and the future expansion of such services.

STAFF FINDINGS

Based on the record, Staff makes the following findings and recommends that the Planning Commission do the same:

1. Total proposed site improvements are valued at approximately \$1.5 million according to the applicant.

2. To date, less than half of the funds have been raised to pay for the proposed physical improvements.
3. When the physical improvements are made, substantial funds will be necessary to provide the array of services contemplated by the owner and such funds do not currently exist.
4. There is no clearly demonstrated need for 31 overnight shelter beds on a permanent basis in the City of Shawnee.
5. Existing homeless shelters in Shawnee have excess capacity based on Official HUD Point-In-Time counts.
6. There is substantial risk to public health, safety and welfare by approving a permanent overnight shelter without ensuring proper oversight, funding and operation.
7. There is a clearly demonstrated need for a day shelter, food pantry and associated support services in the City of Shawnee.
8. There is no clear link at present between the Shawnee Rescue Mission and decreases to property values or increases in criminal activity within the neighborhood surrounding 204 N. Louisa.
9. The subject rezone request is in conformance with the Shawnee Comprehensive Plan and it is appropriate to zone the property C-4: Central Business District.

RECOMMENDATION

Based on the findings above, Staff recommends that the Shawnee Planning Commission forward the following recommendation to the Shawnee City Commission:

Staff recommends that the applicant's request to rezone property located at 204 N. Louisa C-4: Central Business District be approved.

Staff recommends that the applicant's request for a Conditional Use Permit to operate a boarding house/homeless shelter be denied as presented and proposed by the Shawnee Rescue Mission.

Staff recommends that a Conditional Use Permit be approved to the Shawnee Rescue Mission in limited form for a boarding house/overnight shelter at 204 N. Louisa, with the following conditions and stipulations:

1. Upon completion of all other conditions and code requirements, the proposed 31-bed boarding house/homeless shelter may only be utilized during severe inclement winter weather events as defined as when the National Weather Service issues a Winter Storm Warning, Ice Storm Warning or Blizzard Warning. When the overnight shelter is operational, security shall be provided at all hours. Violation of this condition shall result in the immediate revocation of the Conditional Use Permit.
2. Utilization of the shelter in a method other than that identified in #1 above, shall require approval from the Shawnee City Commission upon recommendation by the Shawnee Planning Commission following the Conditional Use Permit requirements outlined in the Shawnee Zoning Code.

3. The building and proposed parking lot shall have security lighting and the lighting shall be shielded so that it does not impact adjacent residential properties.
4. The Shawnee Rescue Mission shall provide annual reports to the Shawnee City Commission related to all aspects of operation. These reports shall occur in May of each year and shall begin in May of 2013.
5. All applicable building, fire and zoning code standards apply and must be met before the building is occupied for an overnight shelter or any other use.

EXHIBITS

In addition to the Exhibits previously noted in the Staff Report dated August 31, 2012 and as noted at the September 5, 2012 Public Hearing, Staff enters the following exhibits into the record:

39. Letter dated October 1, 2012 from Bill Thurman representing the Shawnee Rescue Mission and associated exhibits (A-I).
40. Memorandum of Understanding between City Rescue Mission and Shawnee Rescue Mission (unsigned).
41. Letter dated September 17, 2012 from South Central Industries.
42. Letter dated September 6, 2012 from Kay Steele-Harrod.
43. Letter dated October 4, 2012 from William T. Thurman.
44. Letter dated September 14, 2012 from South Central Industries.
45. Letter dated September 5, 2012 from John Clemmons and Family.

CASE #P13-12

LIST OF EXHIBITS

1. Rezone w/Conditional Use Permit Application Form (July 20, 2012).
2. Series of Photographs of the Subject Site (August 15 and August 24, 2012).
3. Statement of Operations and Services, prepared by the Shawnee Rescue Mission.
4. Project Phasing – Preliminary, prepared by Mike D. Little Construction (received August 29, 2012).
5. Site Plan, Dated July 2, 2012, prepared by Richmond Group.
6. Building Renovations plan, Dated May 30, 2012, prepared by Richmond Group.
7. Funding and Budget Issues document, prepared by the Shawnee Rescue Mission (received August 29, 2012).
8. Letter from James Dudley (received August 20, 2012).
9. Letter from South Central Industries, Inc. dated August 20, 2012 (received August 22, 2012).
10. Letter from South Central Housing dated August 20, 2012 (received August 22, 2012).
11. Letter from Executive Home Rentals, LLC dated August 19, 2012 (received August 22, 2012).
12. Letter from Emmet Wilson dated August 27, 2012 (received August 28, 2012).
13. Letter from Holly Gordon dated August 29, 2012 (received August 29, 2012).
14. Letter from Mrz Lizzies Home Rentals dated August 22, 2012 (received August 29, 2012).
15. Letter from Shawnee Rescue Mission dated August 29, 2012 (received August 29, 2012).
16. Letter from Shawnee Rescue Mission dated August 29, 2012 (received August 31, 2012).
17. Letter from Margaret Buckles dated August 30, 2012 (received September 4, 2012).
18. Letter from Tiffany Barrett, Citizen Potawatomi Nation, Family Violence Program, House of Hope, dated August 31, 2012 (received September 4, 2012).
19. Letter from Michael and Jenny Affentranger dated September 1, 2012 (received September 4, 2012).
20. Email from Landon Middleton dated September 2, 2012 (date stamped September 4, 2012).
21. Letter from J.R. Kidney dated September 2, 2012 (received September 4, 2012).
22. Letter from Jo Davis dated September 3, 2012 (received September 4, 2012).
23. Letter from Raymond H. Mullen Sr. dated September 3, 2012 (received September 4, 2012).
24. Letter from Lynn Alldredge dated and received September 4, 2012.
25. Letter from Jerry and Cindy Barham (no date), received September 4, 2012.
26. Letter from South Central Industries dated and received September 4, 2012.
27. Letter from Theresa Cody dated September 5, 2012 (received September 4, 2012).
28. Letter from Dustin and Kristin Burpo dated September 3, 2012 (received September 4, 2012).
29. Letter from Linda Holley dated September 3, 2012 (received September 4, 2012).
30. Letter from Sarah Inselman dated September 3, 2012 (received September 4, 2012).
31. Letter from John Michael Sullivan dated and received September 4, 2012.
32. Letter from Rachael Duvall dated and received September 4, 2012.

33. Letter from Kevin and Krissy Sue Jennings dated and received September 4, 2012.
34. Letter from Lecil Cole dated and received September 4, 2012.
35. Email from Mark Wright dated and received on September 5, 2012.
36. Letter from Linda McConnell dated September 3, 2012 and received on September 5, 2012.
37. Email from Liz Young dated September 5, 2012.
38. Letter from Karen Bays dated September 4, 2012.
39. Letter dated October 1, 2012 from Bill Thurman representing the Shawnee Rescue Mission and associated exhibits (A-I).
40. Memorandum of Understanding between City Rescue Mission and Shawnee Rescue Mission (unsigned).
41. Letter dated September 17, 2012 from South Central Industries.
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CITY OF SHAWNEE
222 N. BROADWAY
SHAWNEE, OK 74801

PLANNING DEPARTMENT
PHONE: (405) 878-1666
FAX: (405) 878-1587

PLANNING COMMISSION APPLICATION
PROJECT NO. 120874 CASE NO. P-13-12

REQUEST:

Rezoning _____ Rezoning w/Conditional Use Permit X Conditional Use Permit _____
Planned Unit Development _____

I, the undersigned, do hereby respectfully make application and petition to the City Commission to amend the zoning map, and to change the zoning district of the Shawnee area, from C3 District to C4 District, as hereinafter requested, and in support of this application, the following facts are shown:

PROPERTY LOCATION (STREET ADDRESS): 204 N. Louisa

LEGAL DESCRIPTION: see Exhibit "A" attached

PROPERTY OWNER (S): Shawnee Rescue Mission, Inc.

EXHIBIT "A"

PROPERTY AGENT (APPLICANT): Mike Little Construction, Attention Bill Thurman

APPLICANT'S ADDRESS: 1901 N. Kickapoo

CITY: Shawnee **STATE** OK **ZIP** 74804

EMAIL ADDRESS: westchester.bill@att.net

TELEPHONE NUMBER: (405) 273-4471 **CONTACT NUMBER:** cell (405) 229-8958

DIMENSIONS OF PROPERTY: AREA _____ WIDTH _____

See Plans Attached LENGTH _____ FRONTAGE _____

CURRENT ZONING: C3 **CURRENT USE:** Automotive & Commercial Recreation District

PROPOSED ZONING: C4 **PROPOSED USE:** Homeless Shelter & Service Provider

With the filing of this application, I acknowledge that I have been informed of off-street parking, fencing and paving requirements in regard to the zoning I have requested as witnessed by my signature.

W. Thurman

SIGNATURE OF APPLICANT

(FOR STAFF USE ONLY)

Filed in the office of the Planning Department, 222 N. Broadway, this 20 day of July, 2012

Linda B. Bueh

PLANNING COMMISSION SECRETARY

REZONING &/OR C.U.P FEE \$ 280.00

PLANNED UNIT DEVELOPMENT FEE \$ 550.00

RECEIPT NO. 01362008

SIGN DEPOSIT \$ 50.00

(Refundable if Applicant returns 48 hrs. after City Commission Meeting)

PLANNING COMMISSION ACTION: _____ **DATE:** _____

CITY COMMISSION ACTION: _____ **DATE:** _____

PLACE ON ZONING MAP: _____ **ORDINANCE NO.:** _____

Photos of Site

EXHIBIT "2"



Photo 1 - 3/24/12: Eastern side of site.



Photo 2 - 3/24/12: South Eastern side of site.



Photo 3- 8/24/12: South side of site.



Photo 4- 8/24/12: South side of site.



Photo 5- 8/24/12: Site facing South, South-central Plastics



Photo 6- 8/24/12: Site facing South, South-central Plastics



Photo 7- 8/24/12: South side of Site



Photo 8- 8/24/12: Property to the South of Site.

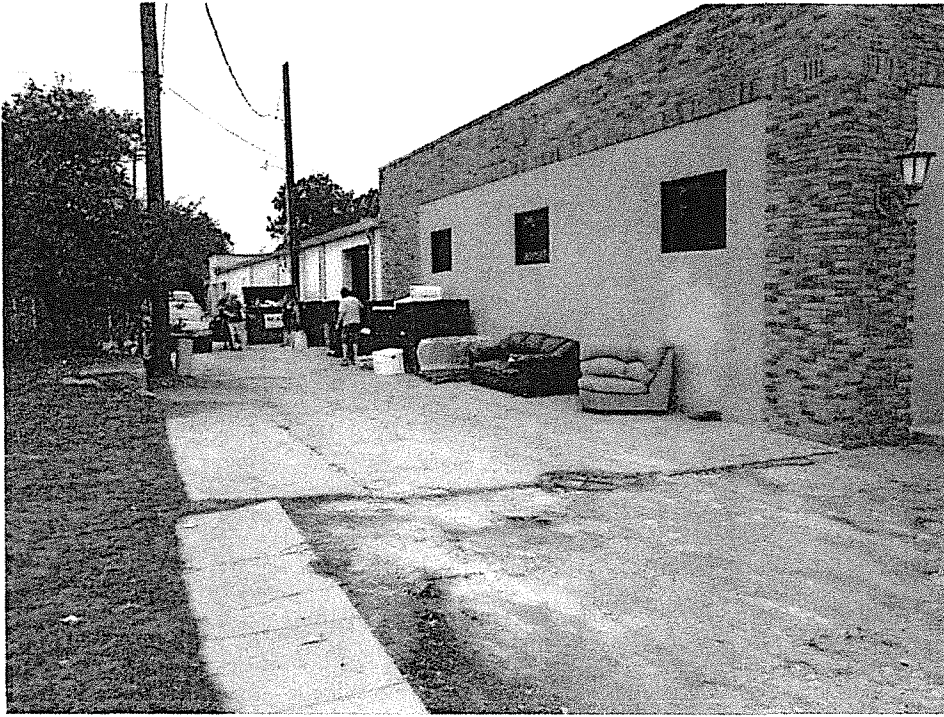


Photo 9- 3/24/12: North side of Site.

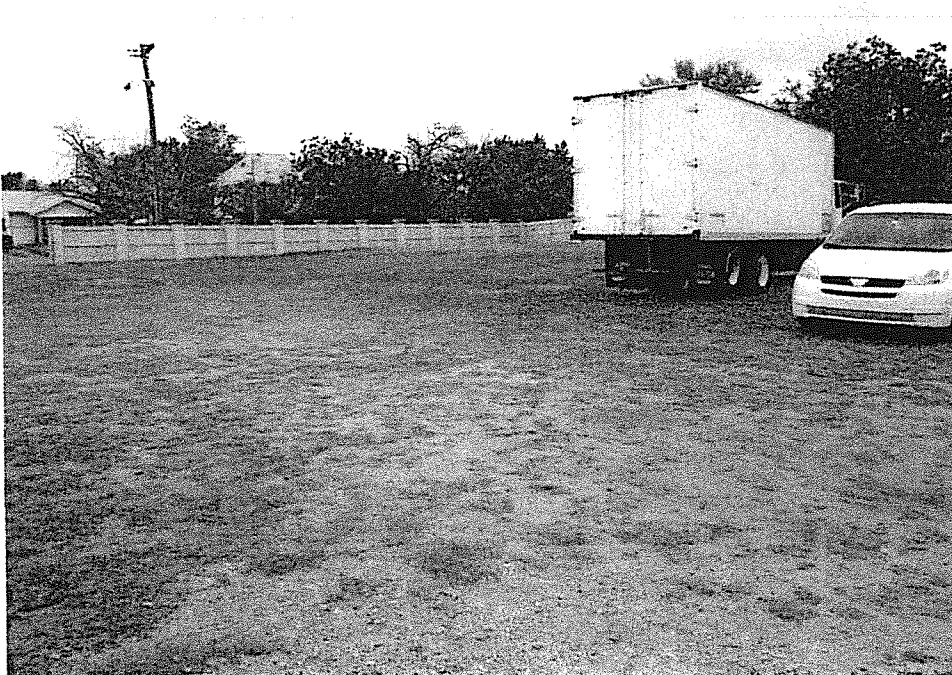


Photo 1- 3/24/12: Proposed Parking and Community area.



Photo 2- 8/24/12: West side of site.



Photo 3- 8/24/12: Proposed parking lot and community area.

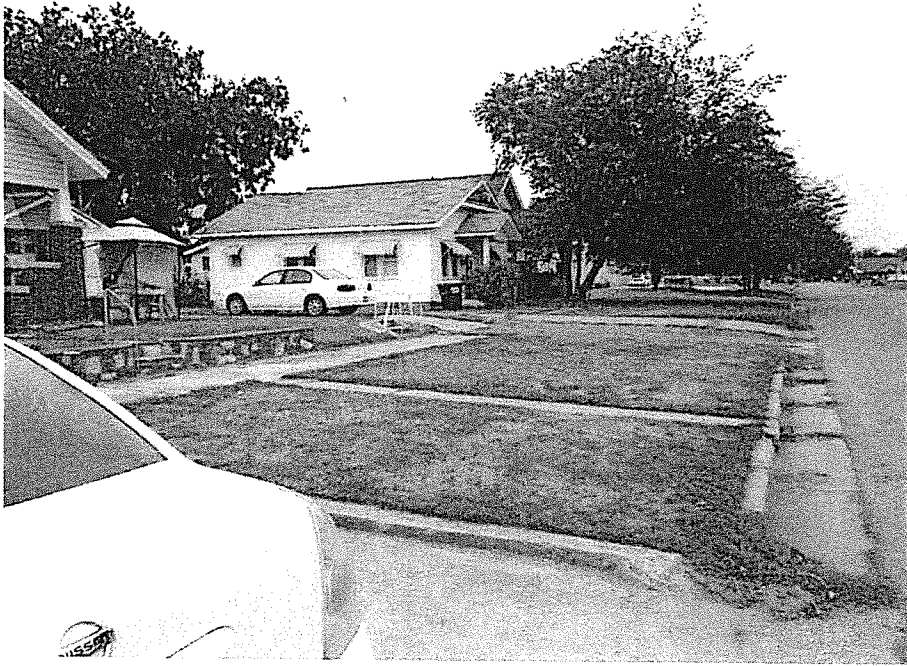


Photo 4- 8/24/12: Structures to the North of proposed site.

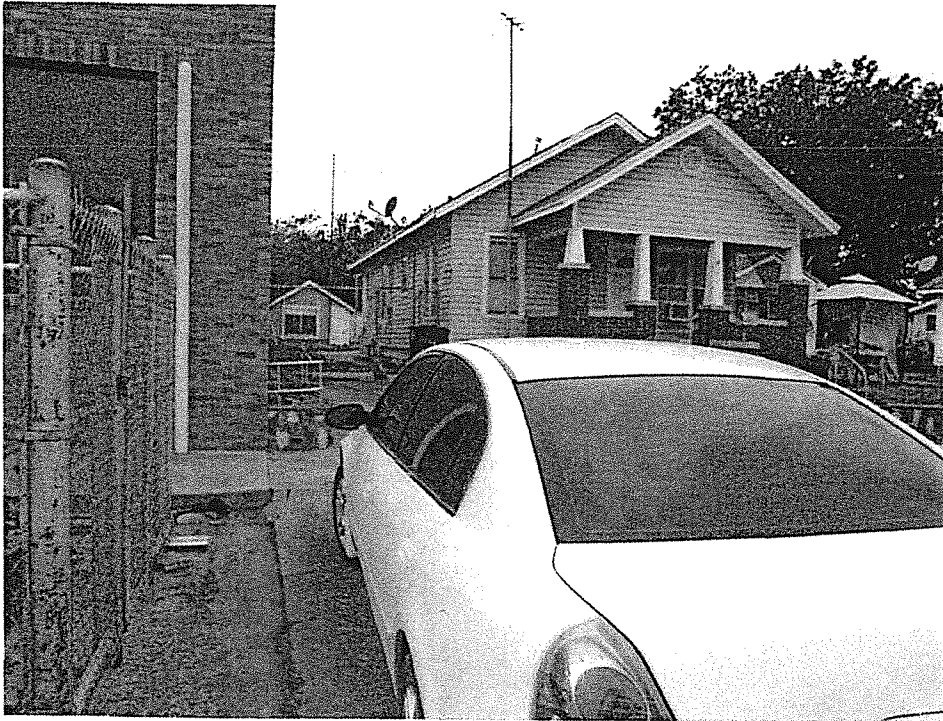


Photo 5- 8/24/12: Rear of proposed site on the north side.



NOTICE OF PUBLIC HEARING

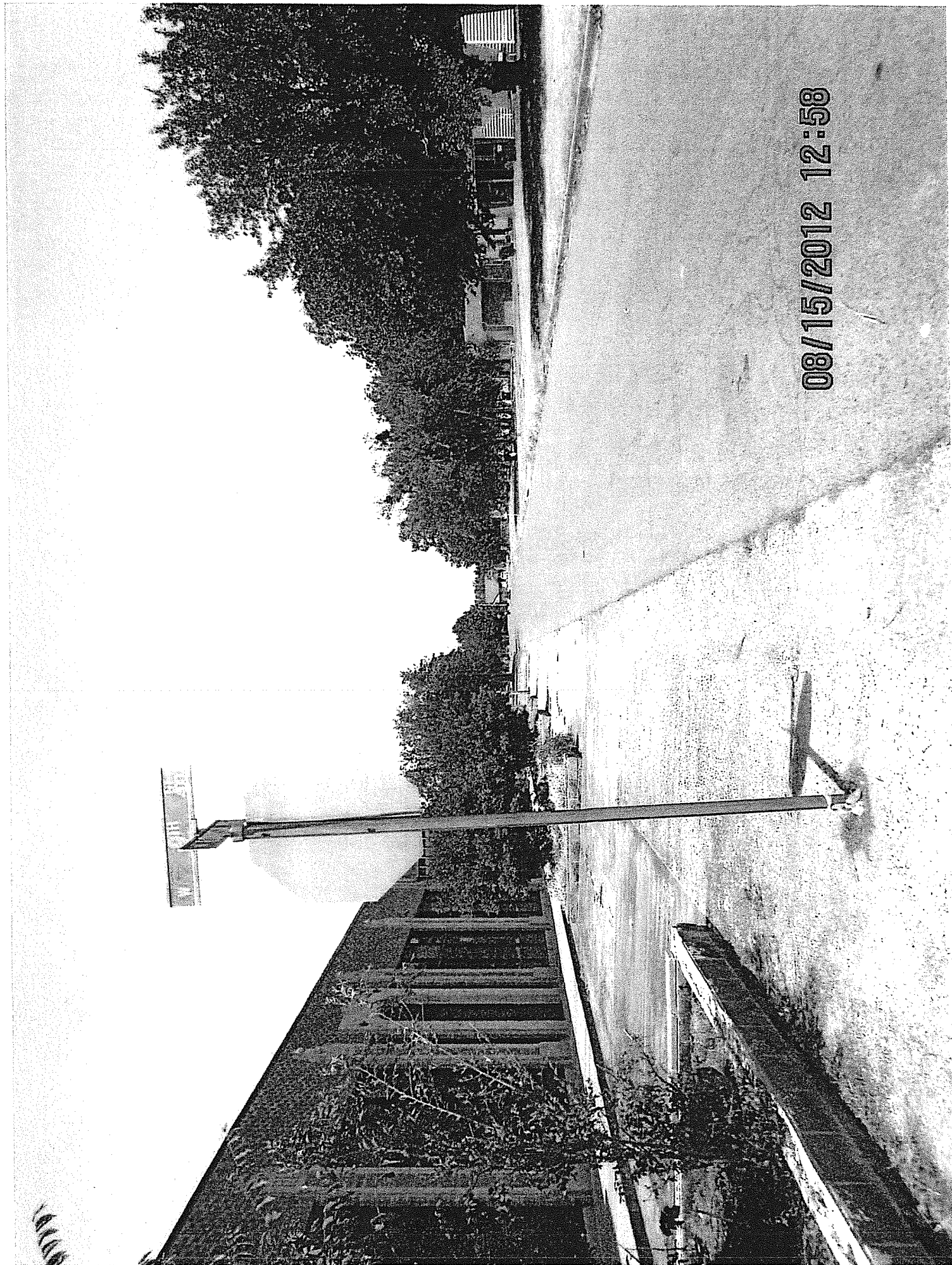
A Public Hearing will be held on the following date and time:

Date: 08/15/2012

Time: 12:00 PM

Location: 1000 PANTY AUG 10

For more information, please contact the City Clerk at (714) 246-2200 or visit the City Website at www.cityoforange.net



08/15/2012 12:58

Shawnee Rescue Mission
Statement of Operations and Services
For the Purpose of Zoning Application to the City of Shawnee, OK

1. Explanation of what documentation is needed from the State for approval of a homeless shelter.

Homeless shelters must acquire 501 (c) (3) status to show they are a charitable organization. Shawnee Rescue Mission has acquired this status. Physical inspections of the building by the health department and the fire marshall are needed to ensure the safety and welfare of both staff and the clients being served. All existing and renovated areas of the building will be subject to building code requirements.

2. Explanation of what services will be offered and the targeted clientele.

Shawnee Rescue Mission is a faith-based non-profit organization whose mission is to combat poverty and homelessness. The targeted clientele of the mission are homeless and severely impoverished men, women, and families.

Services to be provided include an overnight shelter designed to provide emergency housing for homeless men, women, and families. In addition, a dayshelter will be open during the daytime hours where clients can find shelter from the elements and meals will be served. Restroom, shower, and laundry facilities will be available for client use.

During the day, clients will also be given the opportunity to receive educational and career services such as GED preparation, reading and writing classes, computer literacy classes, parenting classes, money management classes, skills workshops such as furniture refurbishing, and job screening/testing and placement.

In an effort to combat drug and alcohol addiction, Celebrate Recovery, a 12 step program, will be offered. Voluntary attendance at Bible study and faith-based chapel services will also be offered.

EXHIBIT " 3 "

An Emergency Resource Center will be maintained at the mission where clients can acquire clothing, toiletries, emergency food boxes, utility assistance, and gas cards. Clients will be able to get information about connecting with social agencies such as DHS, The Housing Authority, and Social Security.

Transportation to and from employment, and social service and medical appointments will be available.

3. What is the number of residents to be served?

30 residents may be served in the overnight shelter.

4. What will be the living arrangements?

The overnight shelter will include 30 beds for resident clients. The men's dorm will be located on one side of the shelter and the women's dorm and 3 family units will be on the opposite side of the shelter—in an area separated from the men's dorm. Each dorm area will have restrooms and showers for use by the residents. A common eating area in the multi-purpose room will be provided for meals. A resident director's apartment will be located in the building near the dorms.

In addition to the on-site resident directors, security personnel will be present overnight to monitor the shelter. Monitored security cameras will also be in use throughout the mission facility.

5. What will be the average length of stay? How will that be monitored?

Residents may stay in the shelter for up to 30 consecutive nights. After that time, they will be given the option to enter a recovery program.

Clients will be checked into the mission by a case manager who will monitor their status through a software tracking system.

6. What will be the house rules?

- No Loitering on or around the shelter grounds.
- No drugs or alcohol on premises.
- No smoking inside the building and only in designated outside areas.
- No weapons of any kind.
- No fighting or violence.
- No bullying
- No profanity
- No exiting the overnight shelter after 9 PM curfew except for employment and then only with a prior written permit from the shelter director.
- Lockdown and lights out by 10 PM.
- Men, Women, and Families must stay in their own dorm areas overnight.
- During the day, men, women, and families may visit together in the big open multi-purpose room.
- Residents must be fully clothed when not in their room. Dress must be modest in keeping with Christian moral standards.
- Food may be eaten only in designated areas.
- Clients are expected to clean up behind themselves—trash, laundry, etc.
- Complete chores as assigned.
- Keep your possessions locked in your locker.
- SRM may conduct searches of client's person or belongings for weapons, drugs, and alcohol.
- Residents who sign out to leave the shelter during the day, must sign back in if they return for the overnight shelter.

7. How are residents screened?

Residents will be checked against the Sex Offender Registry and a background check will be done to check for a violent criminal record . TB, Hepatitis, and HIV testing will be required.

Residents will be screened through a client intake form where an interview will be conducted by a case manager who will assess their biographical, physical and mental health status.

8. Number and positions of Staff including the Staff to resident ratio.

The staff at SRM will include:

- 2 Full-time Resident Directors
- 1 Daytime and 1 Nighttime Security Guard
- Mission Secretary
- Daytime Client Registrar
- Case Manager
- Cook
- Custodian
- Job Placement Director
- Food Pantry Director
- Clothing Distribution Coordinator
- Director of Development
- Bridges to Life Interns

The staff to client ratio will be 1 staff person to 5 clients in the overnight shelter.

9. How will security be handled?

- There will be 1 Daytime and 1 Nighttime Security Guard monitoring the building and grounds.
- Security cameras will be installed both inside and outside of the building.
- An alarm/security system will have a direct line to the police and fire departments.
- Clients will check in and out at the registration desk.
- Exterior doors will be the crashbar type that remain locked at all times and allow people to always get out of the building but they cannot re-enter from the outside without a key or being let in.
- Main entrance door on the west side of the building will be unlocked during the day.

10. How will staff handle disease/virus control (ie. UV lights for TB, TB tests, cleaning practices for viruses/colds, etc.

- Residents will be required to undergo TB, Hepatitis, and HIV testing.
- Staff will receive workshop training on how to prevent the spread of infectious diseases—ie. washing hands, wearing gloves when providing first aid or cleaning up any bodily fluids such as blood, urine, feces, or vomit.
- UV lights will be installed to help prevent the spread of TB.
- Clients with a persistent cough will be sent for medical care.
- Clients who appear to be sick and running a fever will be isolated and medical care will be sought.
- Surfaces in the kitchen, dining area, and bathrooms will regularly be cleaned with anti-microbial/anti-bacterial agents.
- Regular inspections will be conducted by the health department to ensure our food handling practices and kitchen procedures are kept up to code.
- Staff and Clients will be trained on importance of regular handwashing, use of hand-sanitizer, and covering their mouth and nose when sneezing or coughing.
- Hand-sanitizer dispensers will be placed throughout the shelter & mission.
- Tissues will be readily available during cold and flu season.
- Bedding will be laundered regularly and always changed when one client moves out and another moves in.
- Transportation to the emergency room, free clinic, and other health care will be provided as needed.
- Efforts will be made to partner with the medical community to set up free flu and pneumonia vaccinations.

11. Written documentation of what type of Good Neighbor Policies will be in place.

A. How will loitering on adjacent property be dealt with?

There will be no loitering whatsoever on Louisa or 9th Streets or around surrounding residences and businesses. The on-site Security Guard will regularly monitor these areas for such activity and call the police as needed.

B. How will disruptive residents be dealt with?

If residents refuse to comply with the request to cease disruptive behavior, the police will be called to remove them from the premises. The resident will be banned from the services of SRM for incremental lengths of time based on the severity of the offense.

C. How will noise be controlled?

Residents must be inside the building and in their dorm rooms by the 9 PM nightly curfew. No loud or disruptive music or noises will be allowed on the premises. Failure to comply will result in the resident being escorted from the premises.

D. What are the hours of operation and how will those hours keep from disrupting the general feel of the neighborhood?

The overnight portion of the shelter will be operational 24 hours a day. However, residents who stay overnight in the shelter must be in their dorm rooms by 9 PM. Lights out will be by 10 PM. Residents will not be allowed to leave the building between the lockdown hours of 9 PM and 6 AM unless they must leave the building for employment reasons. In such case, a permit signed by the director would be issued ahead of time.

Both dayshelter and overnight clients arrive primarily on foot or by bicycle and will enter the building on the west side of the building, away from the residential and business areas on 9th and Louisa Streets. Parking will be limited on the residential street sides of the building. Loitering outside will not be tolerated.

While in and around the building, clients at the shelter during the day should typically be engaged in some productive activity such as housekeeping chores, gardening, or maintaining the landscaping, attending classes, helping with processing donations, assisting with the processing of emergency food boxes, etc.

12. What type of outdoor lighting, if any, will be added to the facility?

Adequate outdoor lighting is already in place.

13. Site plan and floor plan of the facility drawn to scale.

See Attachment.

14. What facilities will be available on site?

The one existing building will be renovated to house an overnight shelter with separate men's and women's residential dorm rooms, 3 family residential units and a resident director's apartment.

The building will also house a dayshelter, and an emergency resource center. A commercial kitchen will be included and will be used for preparing and serving meals to shelter clients.

The multi-purpose room will be used as the common dining and seating area as well as a place for conducting faith-based chapel services. Laundry facilities and restrooms with showers for the client's use will be included in the building.

The mission administrative offices and conference room will remain housed in their current location on the east side of the building.

15. What other services will be offered on site?

- The Emergency Resource Center will be maintained at the mission where clients can acquire clothing, toiletries, emergency food boxes, and utility assistance.
- Clients will also be able to get information about connecting with social agencies such as DHS, The Housing Authority, and Social Security.

- Transportation to and from employment, social service agencies, and medical appointments will be available.
- Gas cards and need-based-travelers-aid will be provided to assist homeless and impoverished clients who are stranded and need to relocate to other cities or states for jobs or to return home to their families.
- Clients will have the opportunity to receive educational and career services such as GED preparation, reading and writing classes, computer literacy classes, parenting classes, money management classes, skills workshops such as furniture refurbishing, and job screening and placement.
- The Celebrate Recovery 12 step drug and alcohol program will be offered.
- Voluntary attendance at Bible study and faith-based chapel services will also be offered.
- A landline phone is provided at the mission for client use.

16. Will there be a partnership with other social services?

SRM would like to keep an open dialogue between other non-profits offering similar services in the Shawnee area and to share resources as appropriate. Long range goals would include inviting representatives from agencies such as Social Security, The Housing Authority, and DHS to join our efforts to combat poverty and homelessness. Having on-site or guest representatives from these organizations come to SRM to provide information to help connect our clients to assistance that is available within our community would be invaluable. Our vision is to bring wrap-around services to Shawnee, whereby our clients can get the most complete services available to ensure long-term stability in their lives.

17. How will residents arrive at the shelter?

The majority of our shelter residents will be arriving by walking or riding bicycles. A few may have a vehicle. We will not be going out to “round up” potential clients.

18. What public transportation options will be available?

SRM will provide transportation for our shelter residents to help them get to and from employment, needed social services, and medical appointments.

Organizations such as CPN offer transportation that is subject to availability and is on an appointment basis. COCAA offers rides through their COTS program. Local churches or other social agencies may also provide volunteers to assist with transportation of clients.

19. What are your funding sources and how will those be maintained.

SRM primarily relies on contributions from individuals, churches/religious organizations, and business donors. Our Board of Directors has been very actively involved in raising money through an Annual Fund Campaign.

We are very fortunate to have a professional Director of Development on our Board who has 30 years of successful experience in the field of institutional and non-profit fundraising. He and a team of volunteers are gearing up to move us into phase two of our Bridging the Gap Annual Fund Campaign.

On an annual basis, volunteers will be enlisted who are trained and assigned donor solicitation responsibilities. Currently, approximately forty (40) volunteers are being recruited. They will be responsible for making financial commitments to our annual fund campaign and making gift solicitations.

Efforts are also currently underway to research, make contact with, and solicit funds from charitable foundations. Foundation support will be extremely beneficial to funding for Capital needs.

A Direct Mail campaign is also in the future. We will also continue to maintain a presence through newsletters, and social media, such as facebook, where invitations and requests for support are made on a routine basis.

We continue to secure food and other supplies from Feed the Children at no cost and from the Oklahoma Food Bank for "pennies on the dollar."

In an effort to show good stewardship of funds and to maintain transparency of our finances, annual audits will be done and will be made available to anyone interested in reviewing our financial records.

MIKE D. LITTLE CONSTRUCTION COMPANY, INC.

1901 N. Kickapoo
Shawnee, OK 74804
405-273-4471

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AUG 29 2012

Page 1 of 2
PLANNING / CODE

8-29-12 REV

----- PROJECT PHASING - PRELIMINARY -----

SHAWNEE RESCUE MISSION
204 N. Louisa
Shawnee, OK

Phase 1

Scope of work:

1. Parking lot
2. Fire sprinkler
3. Underground fire line to City main
4. Plumbing rough-in & tie-ins to City main (one water & two sanitary sewer tie-ins),
5. Demolition of existing paint room (NW corner of Men's Unit)
6. Demolition of south wall at apartment (to allow plumbing rough-in at this area)
7. Structural steel & concrete footings for the removed structural walls at items 5 & 6
8. Demolition of existing drywall partitions in the north warehouse
9. Move main entrance from 9th Street to the alley
10. Build drywall partition at the north end of the pantry
11. Raise floor in the apartment to accommodate plumbing rough-in

Phase 2

Scope of work:

1. Repair deteriorated paving areas in alley
2. Repair CMU planters in existing parking lot
4. Demolition not already performed in phase 1
5. Misc. metals
6. Framing, blocking, misc. rough carpentry
7. Millwork such as security counters, cabinets at serving corridor, vanities, etc.
8. EIFS at removed overhead doors
9. Doors, finish hardware, bi-fold doors, and overhead doors

EXHIBIT "4"

10. Drywall & ceilings

Page 2 of 2 EXHIBIT "___"

- 11. Finishes such as paint & vinyl tile flooring in living units & dining hall
- 12. Toilet compartments, urinal screens, toilet accessories, fire extinguishers
- 13. HVAC, plumbing, & electrical systems

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Excluded are the following:

- 1. Apartment interior walls, doors, finishes, etc.
- 2. Dining hall ceilings & HVAC ductwork.

Phase 3

Kitchen food service equipment, cabinets, etc.

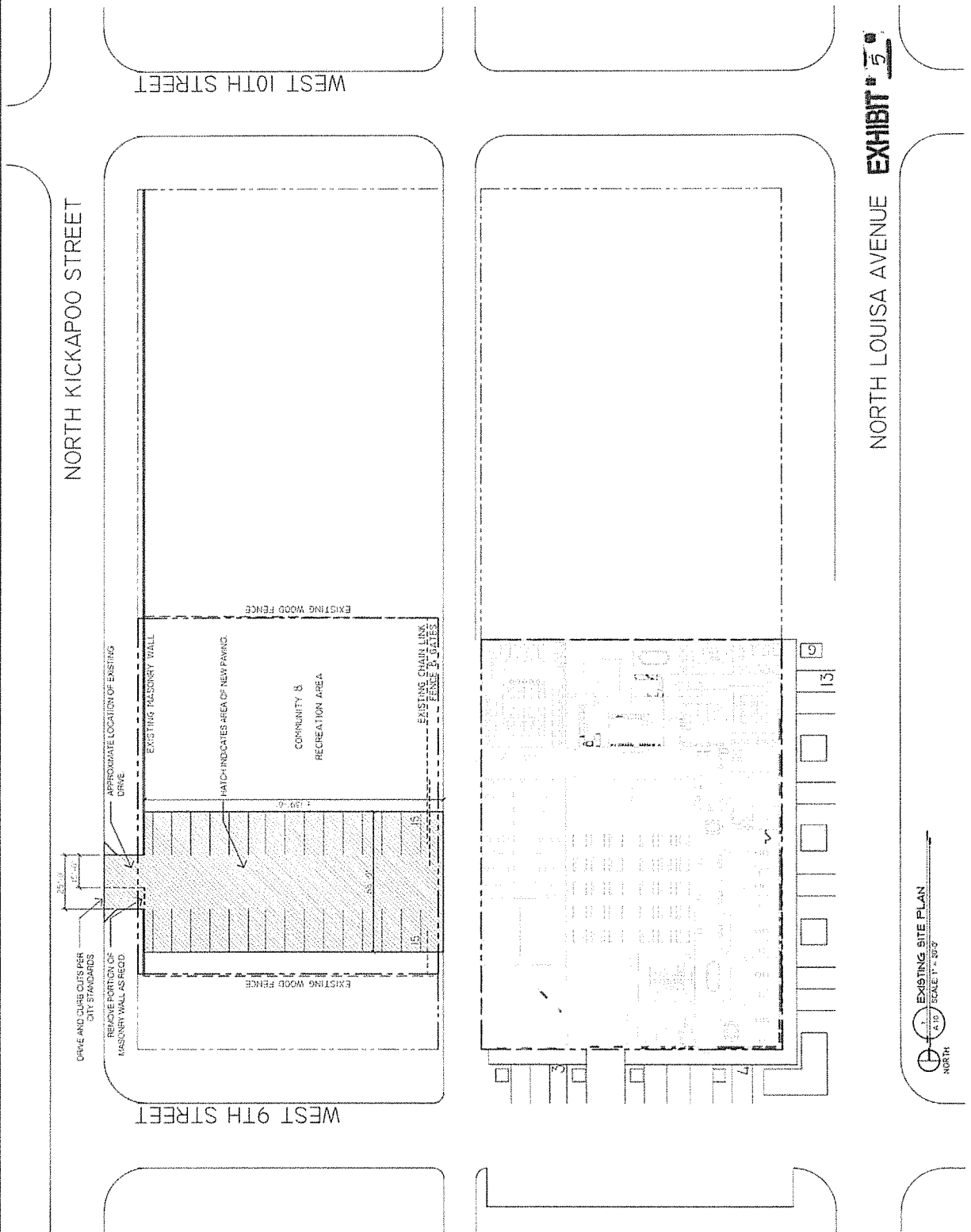
SHAWNEE
RESCUE MISSION

RICHMOND GROUP
ARCHITECTURE & PLANNING
12200 STEVENS FREWAY, STE. 317, DALLAS, TEXAS 75244
PHONE: 972.444.5577 FAX: 972.444.1611 RICHMONDGROUP.COM

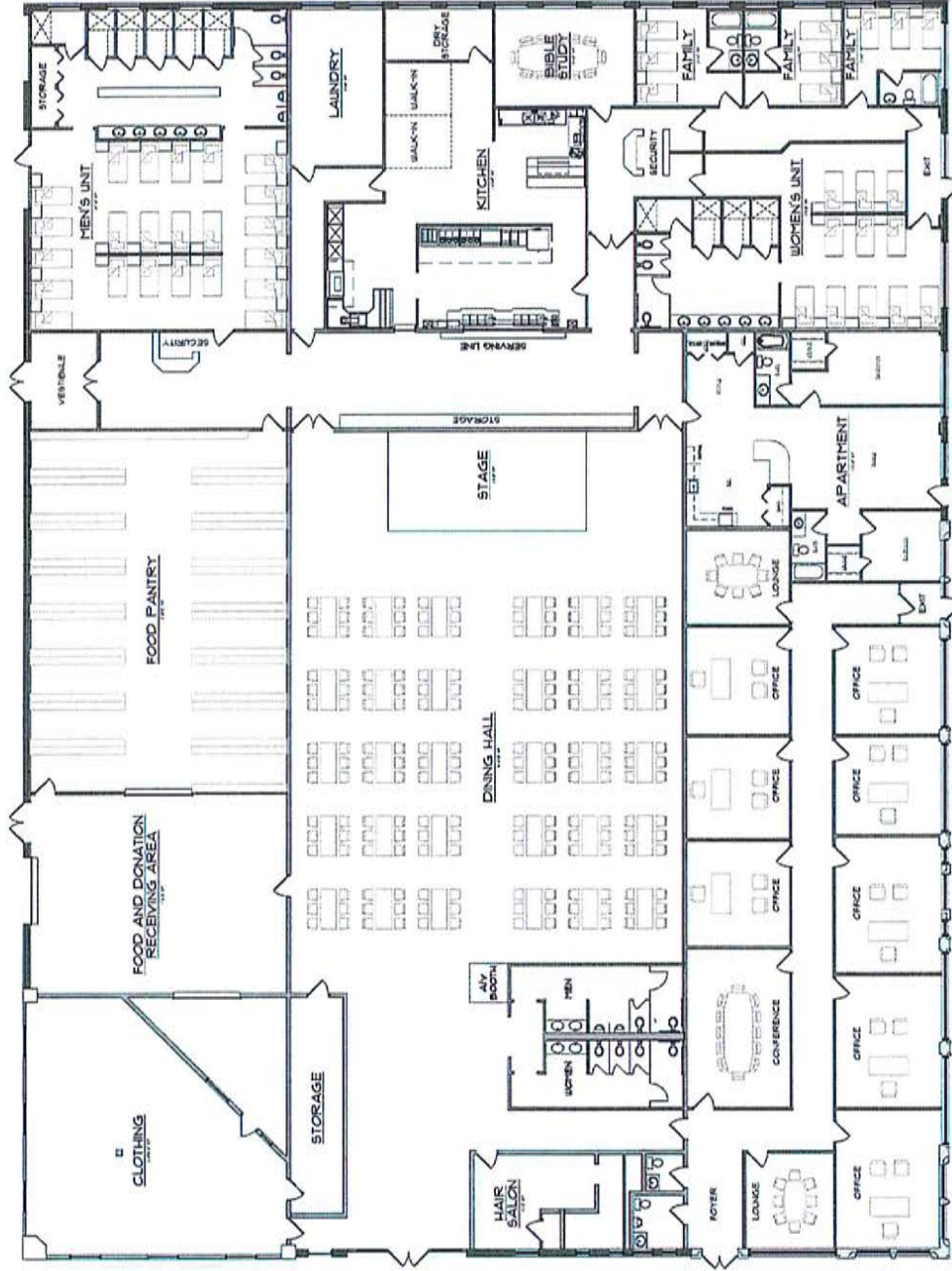


REVISION

PROJECT NUMBER
2111
DATE
2 JULY 2012
SHEET
EXISTING
SITE PLAN
A10
DATE: 2/1/12



ALL DIMENSIONS AND LOCATIONS SHOWN ARE BASED ON THE RECORD MAPS AND SURVEY DATA PROVIDED BY THE CLIENT. THE ENGINEER HAS NOT CONDUCTED A FIELD SURVEY OF THE PROJECT SITE. THE ENGINEER HAS NOT CONDUCTED A FIELD SURVEY OF THE PROJECT SITE. THE ENGINEER HAS NOT CONDUCTED A FIELD SURVEY OF THE PROJECT SITE.



FLOOR PLAN - 30 MAY 2012
SCALE 1/8" = 1'-0"

EXHIBIT "6"

SHAWNEE
RESCUE MISSION

BUILDING RENOVATIONS

NINTH & LOUSA STREETS, SHAWNEE, OKLAHOMA

RICHMOND GROUP
ARCHITECTURE & PLANNING
1000 STRONG AVENUE, SUITE 1000, OKLAHOMA CITY, OK 73102
PHONE: 405.551.1111 FAX: 405.551.1112

AUG 29 2012

FUNDING AND BUDGET ISSUES:

PLANNING / CODE

DETAILED INFORMATION REGARDING QUESTION 8: PROJECTED STAFFING FOR THE SHAWNEE RESCUE MISSION:

We would like to address concerns regarding funding for the projected staff for the Shawnee Rescue Mission. We anticipate that the staff will be phased in gradually and no new staff will be in place any earlier than January 2014:

2 Full-Time Resident Directors: Currently Glenn and Melissa Blankenship direct the work of the Shawnee Rescue Mission and are not paid. When the current facility is remodeled, they plan to serve, at no compensation, as Resident Directors and will live in the apartment that will be part of the remodel.

1 Daytime and 1 Nighttime Security Guard: We are currently exploring hiring part-time security from the OBU and St Gregory's security force to staff these positions.

Mission Secretary: Volunteers will staff this position. Currently, we have 3 individuals who already voluntarily provide various secretarial services. These individuals plan to continue doing so following the renovation and reopening of the shelter.

Daytime Client Registrar: A person who voluntarily served in this capacity when our day shelter was open will initially serve in this position along with their volunteer assistant. In year two of operation, we anticipate using a client to help with this position who will receive a minimum salary to include lodging and meals as part of the compensation package.

Case Managers: Initially we plan to utilize capable individuals among our slate of volunteers from the Shawnee Community who are willing to receive training specific to their serving as Case Managers. Some of these individuals are retired teachers who are already well aware of the need for confidentiality and have done assessment and evaluations of students for years. We also plan to utilize selected Interns from City Rescue Mission to provide assistance. In year three of operations, our plan is to secure a part-time psychologist to manage the volunteer staff. Anticipated part-time salary range for this person, to be budgeted: \$25,000.

Cook: Again, we plan to use volunteers to initially staff this position. Both Individuals and Church groups have already demonstrated their ability to work in this capacity when our day shelter was open and serving meals. Select clients will be used to assist in food preparation and will be used as long as they are able to meet health code standards. All food preparation will be subject to safe food handling practices and inspections by the health department.

Custodian: Initially, Bridges to Life Interns from City Rescue Mission and volunteers from both the community and our client base will ensure that the building is cleaned. We also anticipate using persons who are assigned to SRM to do community service. This has worked very well in the past.

EXHIBIT " — "

RECEIVED

AUG 29 2012

PLANNING / CODE

Job Placement Director: This person is already voluntarily serving in this capacity. He is a highly qualified professional who has already successfully placed numerous clients in jobs by providing screening and preparing them for job interviews.

Food Pantry Coordinator: A qualified and very experienced individual, who plans to continue in this capacity, already voluntarily staffs this position. An army of volunteers assists in this operation.

Clothing Distribution Coordinator: A volunteer coordinator already heads up this work and is regularly assisted by community volunteer workers. Clients will also be used to assist with this work.

Director of Development: Currently, the SRM Board Chairman serves in this capacity as a volunteer and plans to serve voluntarily in the future. He has thirty plus years experience as a successful development professional at the university, private consultant, and non-profit levels.

Bridges to Life Interns: As a fulfillment of their requirements to complete the Bridges to Life Program at City Rescue Mission, these individuals will serve in various volunteer capacities at Shawnee Rescue Mission.

Projected Budget for Shawnee Rescue Mission:

2012:	Operating Budget:	\$120,000
2013:	Operating Budget	\$125,000
2014:	Operating Budget	\$150,000
2015:	Operating Budget	\$200,000
2016:	Operating Budget	\$250,000

Projected Capital Campaign: To raise \$750,000 over the next five years.
\$250,000 from individuals in the Shawnee area and \$500,000 from Charitable Foundations;



Don Dudley
Development & Investments

RECEIVED CITY CLERK'S OFFICE

2102 North Bead, Shawnee, OK 74804
405-275-5673

Date 8/20/12 Time Aug 16, 2012

City Clerk
City of Shawnee
16 West 2nd
Shawnee, OK 74801

Re: Shawnee Rescue Mission Zoning
Request

I am responding to the Zoning
Request by the Shawnee Rescue Mission
which I oppose. As a property owner
and manager of homes in this area of
Shawnee I have experienced numerous
times homes being broken into by
homeless persons and items disappearing.
The homeless people spend the night.

Please Note: Does this request
which if enacted will only compound
the problems.

Thank you.

Sincerely,

James D. Dudley
2102 N. Bead

Shawnee, OK 74804-3502
275-5673





•South Central Industries, Inc.•

South Central Industries, Inc.

Whistle while you work!

EXHIBIT "9"

August 20, 2012

RECEIVED

AUG 22 2012

CITY CLERK

City of Shawnee
City Clerk
16 W. 9th
Shawnee, OK 74801

To The City of Shawnee Planning Commission & City Commissioners:

Please accept this letter as a formal protest from South Central Industries, Inc.
concerning the proposed rezoning of the Shawnee Rescue Mission, Case #P13-12.

South Central Industries, Inc. is located directly across the street at 130 N. Louisa from the Shawnee Rescue Mission. South Central was established in 1981 as a non-profit sheltered workshop to provide vocational training and employment opportunities to individuals with developmental disabilities. Currently we have over 50 clients with diagnosis ranging from Down's Syndrome, Autism, Cerebral Palsy, Blindness and Deafness who are served by South Central on a daily basis Monday through Friday.

South Central has been a supporter of Shawnee Rescue Mission by donating labor, fork lift services and a commercial freezer to the project. We have attempted to be a good neighbor but circumstances have deteriorated to a point that we no longer can support the activities and behaviors associated with Shawnee Rescue Mission.

Following are a list of concerns that South Central maintains:

1. **Public sexual activities being performed outside of the Rescue Mission.**
South Central staff on three separate occasions have witnessed Rescue Mission clients on the south, west and east sides of the Mission engaging in public sexual activities. South Central clients have also reported seeing other sexual activities occurring. Both South Central staff and clients have been solicited to join the activity.
2. **Panhandling of South Central clients by Rescue Mission clients.**
Rescue Mission clients continuously panhandle South Central clients and staff. South Central can no longer leave our bay doors open to provide fresh air for our clients because of inappropriate interaction of Rescue Mission

EXHIBIT

clients demanding money and/or cigarettes. On numerous occasions, South Central female staff have been escorted to their vehicles by South Central male staff because of severe panhandling activities occurring as the work day ends.

3. **Trespassing of South Central properties by Rescue Mission clients.**
South Central has now had to place a staff member on patrol to keep Rescue Mission clients out of our facilities. On numerous occasions South Central staff has discovered Rescue Mission clients in our kitchen taking food, in our clients' lockers, and in our bathrooms.
4. **Attempted arson.**
Rescue Mission clients have camped/moved into South Central's Recycling building and on two separate occasions South Central had to extinguish fires that were set in this building by the interloper.
5. **Theft of property.**
See number 3. After escorting the Rescue Mission clients from South Central property, South Central belongings and client belongings have been missing.
6. **Inebriation, Drug Use and Offensive Language.**
On numerous occasions Rescue Mission clients have approached South Central clients in an apparently very inebriated or drug-induced state and asked for money or cigarettes. Many times our clients have complied but if a South Central staff is with our clients we explain to the Rescue Mission clients that South Central clients can not give them money or cigarettes. Following these explanations the Rescue Mission clients have proceeded to use offensive language and shout racial and sexual derogatory terms to both South Central staff and clients. These inappropriate comments also are uttered when South Central asks the Rescue Mission clients to not park in South Central's clearly marked "No Parking" zones.
On another occasion South Central Staff had to call the police concerning a Rescue Mission client using a crack-pipe on South Central property and becoming physically aggressive when asked to leave.
7. **Vandalism.**
Following episodes of unpleasant interaction with Rescue Mission clients, South Central has been the victim of vandalism to property and vehicles. South Central staff has personally witnessed Rescue Mission clients attempting to break into our facilities and to defecate in South Central bushes and doorsteps. Police were called and an arrest was made.
8. **Litter.**
Following events at the Rescue Mission, South Central staff has to spend

EXHIBIT 11

inordinate amounts of time picking up litter in our parking lots, our flower beds and around our dumpsters. South Central dumpsters are repeatedly overflowed with belongings and waste that is not South Central's.

9. **Inadequate parking spaces.**

South Central Industries is a business that operates Monday through Friday from 7:30am-4:00pm. South Central has clients who arrive or are picked up during this timeframe and require additional specialized assistance. In addition, South Central has business clients that come to our physical address to conduct business and DHS staff are frequently at South Central. When the Rescue Mission is having an event, South Central has to constantly ask the Rescue Mission clients to move their vehicles. Because of threats and verbal abuse made repeatedly by Rescue Mission clients, South Central has had to call towing services to address the unauthorized vehicles.

10. **Safety concerns.**

When the Rescue Mission hosts events their clients illegally park all throughout 9th street, Louisa street and other adjoining streets. The blockage and congestion of vehicles on these main arteries have resulted in dangerous situations when South Central has had to call in emergency response vehicles for assistance with our clients. These emergency response vehicles have been delayed due to the illegal blockage in the street.

South Central Industries, respectfully requests that the City of Shawnee Planning Commission and the City of Shawnee City Commissioners deny Shawnee Rescue Mission's request for re-zoning due to the adverse effects their activities cause. The new proposed re-zoning would proportionately increase the problems that South Central and our neighbors already bear because of the Shawnee Rescue Mission's proximity.

South Central would be happy to provide further information addressing our concerns. Please feel free to contact our offices at 405-275-3851. Thank you for your attention to this matter.

Sincerely,
South Central Industries Board of Directors

South Central Industries Staff Members

Cc: Justin Erickson
City of Shawnee City Commissioners
City of Shawnee Planning Commission

EXHIBIT "19"

**SOUTH CENTRAL HOUSING
301 & 314 W. 9TH
SHAWNEE, OK 74801
405-275-3851**

RECEIVED
AUG 22 2012
CITY CLERK

August 20, 2012

City of Shawnee
City Clerk
16 W. 9th
Shawnee, OK 74801

To City of Shawnee Planning Commissioners and City Commissioners:

Please accept this letter as a formal protest from South Central Housing concerning the proposed re-zoning of the Shawnee Rescue Mission, Case #P13-12.

South Central Housing Group Homes are located at 314 W. 9th and 301 W. 9th which is one block from the Shawnee Rescue Mission. South Central Group Homes were established in 2010 as a non-profit residential Group Home setting to provide residential services to individuals with developmental disabilities. Currently we have 10 clients with diagnosis ranging from Down's Syndrome, Autism, Cerebral Palsy, Dementia and mental retardation who are served by South Central Housing seven days a week, 24 hours a day.

Following are a list of concerns that South Central Housing maintains against the Shawnee Rescue Missions' request:

1. **Public sexual activities being performed outside of the Rescue Mission.**
South Central staff on three separate occasions have witnessed Rescue Mission clients on the south, west and east sides of the Mission engaging in inappropriate sexual activities. South Central clients have reported seeing other sexual activities and being solicited to join the activity.
2. **Panhandling of South Central clients and staff by Rescue Mission clients.**
South Central Housing's residents can no longer sit on the benches provided in the front of the homes because of inappropriate interaction of Rescue Mission clients demanding money or cigarettes.
3. **Trespassing of South Central properties by Rescue Mission clients.**
South Central Housing has now had to place a staff member on patrol to keep

Rescue Mission clients out of our facilities. On numerous occasions South Central staff has located Rescue Missions clients in our homes and in our fenced backyards.

4. **Inebriation, Drug Use and Offensive Language.**
On numerous occasions Rescue Mission clients have approached South Central clients in an apparently very inebriated or drug-induced state and asked for money or cigarettes. Many times our clients have complied but if a South Central staff is with our clients we explain to the Rescue Mission clients that South Central clients can not give them money or cigarettes. Following these explanations the Rescue Mission clients have proceeded to use offensive language and shout racial and sexual derogatory terms to both South Central staff and clients. These inappropriate comments also are uttered when South Central staff asks the Rescue Mission clients to not park in South Central's clearly marked "No Parking" zones.
5. **Vandalism.**
Following episodes of unpleasant interaction with Rescue Mission clients, South Central has been the victim of vandalism to property and vehicles. South Central staff has personally witnessed Rescue Mission clients attempting to break into our facilities and to defecate in South Central bushes and doorsteps. Police have been called and an arrest was made.
6. **Inadequate parking spaces.**
South Central Housing Group Homes are residential facilities that provide for all the medical, social, vocational and educational needs of our clients. South Central has assigned vehicles and assigned parking for our vehicles. When the Rescue Mission is having an event, South Central has to constantly ask the Rescue Mission clients to move their vehicles that are blocking our driveways and in our driveways. Because of threats and verbal abuse made repeatedly by Rescue Mission clients, South Central has had to resort to calling towing services to address the unauthorized vehicles.
7. **Safety concerns.**
When the Rescue Mission hosts events their clients illegally park all throughout 9th street, Louisa street and other adjoining streets. The blockage and congestion of vehicles on these main arteries have resulted in dangerous situations when South Central has had to call in emergency response vehicles for assistance with our clients and these response vehicles have had difficulty getting down the street.

South Central Housing, respectfully requests that the City of Shawnee Planning Commission and the City of Shawnee City Commissioners deny Shawnee Rescue Mission's request for re-zoning due to the adverse effects their activities cause. The new

~~EXHIBIT~~

proposed re-zoning would proportionately increase the problems that South Central and our neighbors already bear because of the Shawnee Rescue Mission's proximity.

South Central would be happy to provide further information addressing our concerns. Please feel free to contact our offices at 405-275-3851. Thank you for your attention to this matter.

Sincerely,
South Central Housing Board of Directors

South Central Housing Staff Members

Cc: Justin Erickson
City of Shawnee City Commissioners
City of Shawnee Planning Commission



Executive Home Rentals, L.L.C.

Kevin & Tina Hanna
P.O. Box 3861
Shawnee, OK 74801
(405) 820-0752

August 18, 2012

RECEIVED
AUG 22 2012
CITY CLERK

Justin Erickson
City of Shawnee, Planning
16th W. 9th
Shawnee, OK 74801

Dear Justin:

My name is Kevin Hanna and I am a property owner of several rental homes surrounding the Shawnee Rescue Mission. I am writing to formally oppose the re-zoning appeal from the Shawnee Rescue Mission (Case #P13-12).

It has become excessively more difficult to rent our properties around the 9th and Louisa streets because of the type of individuals that are constantly roaming this part of town and the activities that they are engaged in. The tenants that do rent from us near the SRM are constantly complaining of theft, vandalism, being approached for money, drugs, liquor and cigarettes and witnessing inappropriate sex acts in alleyways and sides of homes.

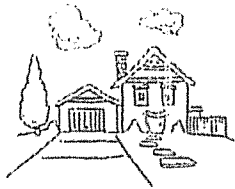
This activity has exponentially increased since the SRM relocated to 9th & Louisa. I am very fearful of what the effects will be if the SRM becomes a full-time shelter that provides housing.

In addition, parking has become a huge issue on days that the Rescue Mission is having a food pantry or other event. The homeless clients park their cars all up and down the street and in the yards of my properties, in the driveways of my properties and block my tenants' vehicles. My tenants repeatedly report that the homeless clients shout obscenities and make lewd remarks and actions toward my tenants when the tenants ask them to remove their vehicles.

My tenants report that they no longer feel safe in their homes or especially outside their homes after dark.

I would ask that the Shawnee Planning Committee and City Commissioners please think long and hard about encouraging and increasing this program. I believe it is admirable that Shawnee is reaching out to serve its homeless citizens who are trying to help

EXHIBIT "11"



Executive Home Rentals, L.L.C.

Kevin & Tina Hanna
P.O. Box 3861
Shawnee, OK 74801
(405) 820-0752

themselves but I fear that we are receiving a large number of citizens from other jurisdictions that are only wanting a hand-out.

I am available for additional discussion at 405-878-6404.

Sincerely,

A stylized, handwritten signature in black ink.

Kevin Hanna
Owner/Manager

~~EXHIBIT " " "~~

August 27, 2012

To: Phylis Loftis, Shawnee City Clerk

City of Shawnee, Oklahoma

RE: 204 N. Louisa (case # P 13-12)

Rezone: C-4, conditional use permit for a boarding or rooming house.

As per your letter dated August 15, 2012, I am writing this formal protest to rezone with a conditional use permit on the above mentioned property.

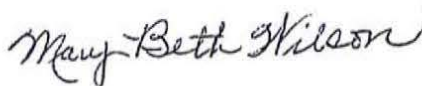
I own the two adjacent rental houses to the north side of 204 N. Louisa (218 & 220 N. Louisa). Based upon the renters experiences in this block since the mission opened has been very problematic. My tenant who lives at 220 N. Louisa and others have told me there has been a personal assault made to a male tenant, trash thrown down the street, and into the front yards, and in the alley. Driveways, have been blocked by vehicles and trespassing into people's yards. None of these issues ever existed until the mission began a couple of years ago.

The question proposed to me by the people living in that area is this: How would you like to live next to a facility that has "clients" that are rude, disrespectful, and sometimes violent?? I know I would not like it and you probably wouldn't like it either.

It's also my opinion the house values will dramatically drop and the area could turn out to be a very dangerous and undesirable place for people to live.

Sincerely,


Emmet L. Wilson


Mary Beth Wilson

I agree with this letter of protest.
Holly Gordon 303 N. Louisa
585-3032 cell phone

RECEIVED CITY CLERK'S OFFICE

Date 08-28-2012 Time 3:00pm

EXHIBIT "12"

Holly Gordon
303 N. Louisa Ave.
Shawnee, OK 74801

RECEIVED CITY CLERK'S OFFICE

Date 08-29-12 Time 4:35pm

August 29, 2012

To Whom It May Concern:

I have lived in the Downtown Shawnee area where the Shawnee Rescue Mission is located for more than seven years. I believe the proposed rezoning is a huge injustice to the homeless and to the residents who live in the neighborhood. This is a residential area; with very little for shelter residents to do during the day, let alone the resources needed for job seeking, mental health/substance abuse services or other social services that a resident would require. While there is a social desire to want to provide shelter for those in need, I do not believe that this residential area is the prime location for that shelter. This quiet neighborhood has children playing outside, senior citizens who enjoy working in their gardens, and families who like to ride their bikes or take family walks after dinner.

I have spent the last two years watching new "faces" walking the neighborhood, looking for something to do. After working through my own fear of these unknown people, I began engaging in conversation. I quickly discovered many of the new people were arriving in Shawnee from other cities in Oklahoma. They told me they had been sent to Shawnee, as it was seen as the new "Utopia for the homeless". When asked who was sending them, I was told, from every person I spoke to in the last 2 years, my case worker. I fear for the safety of the people in my neighborhood, and I no longer feel safe spending time on my front porch with my family.

The Salvation Army is an established shelter, providing resources, counseling in Shawnee, and has been successful in their efforts for many years. Why must Shawnee have a proposed duplication of services, especially without the backing of an organization such as the Salvation Army?

I have some grave concerns if this rezoning is approved:

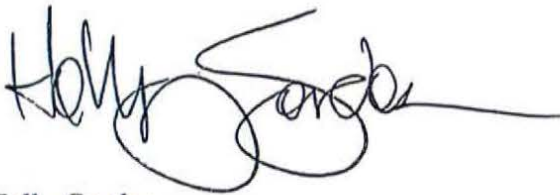
1. Does the City of Shawnee have enough personnel in the Police Department, and Fire Departments to support the influx of chronic homeless people who are being relocated to our community? Will those officers on duty be available to spend much of their time in the downtown area patrolling?
2. If there is currently an 18 – 24 month wait for public housing, according to the Shawnee Housing Authority, will residents be allowed to stay at the shelter until housing is granted? Will this strain an already stressed resource for actual residents of the community?

EXHIBIT "13"

3. Will residents be asked to vacate the shelter during the day? Where do they go during the day? The Shawnee Public Library? Downtown Shawnee, where as a community, we are trying to build our Downtown area as a destination? That is not good business planning for growing the area.
4. How will the Shawnee Rescue Mission ensure the safety of the neighborhood residents and property from the chronic homeless housed at their facility if rezoning is granted?
5. How will the Shawnee Rescue Mission provide mental health/substance abuse?
According to the Federal Agency, Substance Abuse & Mental Health Services Administration, over 60% of chronic homeless are dealing with some sort of mental health issue, while over 80% are experiencing alcohol or drug addiction.
6. What is the financial sustainable plan of the Shawnee Rescue Mission? By that, I mean, if an organization invites the masses of chronic homeless to Shawnee, and much of the day to day working capital is donations, how do Shawnee residents continue to financially support the cause? Is that fiscally sustainable? I do not believe so.

These are a few of my concerns, I strongly protest having a homeless shelter at my home, and I am very much looking forward to discussing this issue further with those who are in decision making positions.

Thank you for your time,

A handwritten signature in black ink, appearing to read 'Holly Gordon', with a long horizontal flourish extending to the right.

Holly Gordon

Mrz Lizzies Home Rentals
1303 West Farrall
Shawnee, OK 74801

RECEIVED
AUG 29 2012
CITY CLERK

August 22, 2012

City of Shawnee
Attn: Justin Erickson
16th W 9th
Shawnee, OK 74801

Dear Justin and Planning commissioners:

I own and manage Mrz Lizzies Home Rentals. Recently, I received the notice regarding the Shawnee Rescue Mission rezoning application #p13-12.

Please note that I am writing to oppose the rezoning appeal from Shawnee Rescue Mission request.

I have been a strong supporter financially to the Shawnee Rescue Mission during its inception and recent past. However, I have ceased my support of the Rescue Mission because of issues that continue to go unaddressed. Since the operation relocated to its current location on 9th & Louisa Street crime rates have increased tremendously. I have visited with Glen and Melissa Blankenship about setting rules and guidelines regarding their clients' drug & alcohol abuse, and mental illness concerns but I have not seen any attempts to address these concerns or issues.

My real estate properties located near the Rescue Mission have been vandalized on five different occasions. (Police reports were filed) I had never had any crime violations at these properties purchased in 1993 until the Rescue Mission relocated to its present locale. I have worked hard to provide nice, clean, affordable remodeled homes to this area. Mrz Lizzies has invested \$425,000 to \$450,000 within 300 feet of the Mission and now property values have plummeted. Recently my tenants have moved out due to their fears and not feeling safe and secure in their homes both day and night. Other tenants of mine have notified me that when their lease expires they will no longer be staying in this area.

I have served on the Shawnee Downtown Association, Beautification Committee of downtown and the Chamber of Commerce since 1993. My desire was to assist in providing a cleaner, safer, and more beautiful area for residents and businesses of our downtown community. I believe that great strides were made to strengthen our downtown area before the relocation of the Rescue Mission.

EXHIBIT "14"

Since the Shawnee Rescue Mission came to our area their clients have continually walked the streets looking inside my tenants' windows and knocking on their doors asking for money, alcohol, cigarettes and sex. Other problems include increased litter, limited parking spaces, broken windows in my tenants' cars and homes, theft and vandalism of property

I do understand a fine group of individuals and church groups are promoting the mission rezoning. I too have searched my spiritual heart and soul regarding this problem of assisting the homeless. However, I truly believe that we should not put our law abiding, hardworking productive citizens and businesses at risk. I simply would ask all supporters, one question: Would you want these hundreds of homeless with drug, alcohol, mental illness issues living within 300 feet of your families, homes, businesses, churches and property? I am sure there is a need but a center such as this should be placed outside the city limits of Shawnee. Our planning commissioners would not be promoting Shawnee as a place to be! We would be promoting all homeless to come to Shawnee and receive free room and board. The Shawnee Downtown area will never be a safe, vital downtown area with good housing and thriving businesses if the rezoning is granted.

As an active member of Salvation Army Auxiliary since 1993, a Project Safe board member and Project Safe Auxiliary President, Red Rock advisory board member and supporter of Angel Acre's Housing complex and Gateway Prevention, I am very aware of the needed emergency and treatment shelters. The above organizations do provide strict care and supervision for the homeless with ample guidelines, rules and staffing in place to accommodate their needs.

Thank you for the opportunity to share my concerns with you.

Remember would **YOU** want the shelter 300 feet of your families, home, property, church or business.

Sincerely,

A handwritten signature in cursive script that reads "Kaye Steele Harrod". The signature is written in dark ink and is positioned above the printed name.

Kaye Steele Harrod

SHAWNEE RESCUE MISSION



A REFUGE

City of Shawnee
City Clerk
16 W. 9th Street
Shawnee, OK 74801

RECEIVED

AUG 29 2012

PLANNING / CODE

August 29, 2012

To The City of Shawnee Planning Commission and City Commissioners:

Please accept this letter as a response to the letters submitted by South Central Industries, Executive Home Rentals, LLC and Don Dudley Development and Investments concerning their protests of the request for the rezoning of the property known as Shawnee Rescue Mission.

Shawnee Rescue Mission is a faith-based non-profit whose mission is to combat poverty and homelessness. The Mission building is located at 204 N Louisa. The surrounding neighborhood includes private homes, single and multi-family rental properties, businesses, and other non-profit agencies.

The primary mission of SRM is to provide food, shelter (where needed) and services and training programs that will enable our clients to ultimately achieve rehabilitation and stability in their lives and assist them in becoming functioning members of society. The heart of our ministry centers on the Biblical teachings of Jesus, which commands that we love our neighbor as ourselves.

In keeping with that mandate from Christ, we desire to serve our clients, and the community at-large, in an atmosphere that fosters a caring and compassionate cooperation among those who come to us seeking assistance and those whose homes or businesses surround our property. It is our sincere desire to work cooperatively to ensure that the services we provide do not adversely infringe upon our business or residential neighbors. We would like for any property owner to feel they can come to us and air any complaints or issues they feel need to be addressed. It is our desire, in so far as we are able, to address any issues brought to our attention in a timely manner, and in a way, which would be agreeable to our neighbors.

While we are concerned about all of the complaints listed in the letters of protest, we are particularly saddened by the incidents reportedly directed toward the especially vulnerable clients of South Central Industries. Until reading the letter of protest, we were unaware that such incidents were occurring because we never saw them happen firsthand and they were never reported to us. Many of the clients of South Central Industries are also clients of Shawnee Rescue Mission and regularly come into the Mission seeking meals, food boxes, clothing, friendship, or even desiring to serve in some capacity as volunteers. These individuals are precious to us and we love them dearly and frequently try to show Christ's love to them by various acts of kindness such as celebrating their birthdays and spending holidays such as Thanksgiving and Christmas with them. We too, desire to protect them from the harshness of the world and from witnessing, or being solicited to engage in, acts of lewd behavior. However, in order to better try to prevent such issues from happening, or escalating, we must be informed immediately if such incidents are occurring. Our heart's desire is to work with South Central Industries, not against them.

EXHIBIT "15"

You have been a refuge for the poor, a refuge for the needy in distress, a shelter from the storm, and a shade from the heat.

Isaiah 25:4

EXHIBIT

PLANNING / CODE

AUG 29 2012

RECEIVED

Many of the issues of complaint raised in the letters of protest will actually be addressed by the rezoning of the SRM property. Plans are drawn up which will move the entrance and subsequent traffic flow to the west side of the building. The lots immediately to the west and northwest of the Mission building will be utilized for parking. Traffic flow will move through the lot onto Kickapoo Street. Most of our homeless clients arrive on foot, or by bicycle, rather than cars, and will also enter and exit on the west side of the building. Once the renovations are complete, our plan includes providing security personnel who will monitor the building and Mission property 24 hours a day. Plans also include security cameras installed both inside and outside of the building. Smoking will be in a designated outside area on the northwest side of the building. Loitering on Louisa or 9th streets will not be tolerated. The onsite security personnel will monitor these areas for inappropriate activity and the police will be called as needed.

Following the rezoning and renovation of the building, clients who will stay in the proposed overnight shelter will be required to be in the building by 9 PM nightly, with lights out by 10PM. The shelter will be locked down between the hours of 9PM and 6AM. Clients will not be allowed to leave the building during the night except in cases of employment and only with a signed permit. During the day, clients in the day shelter will be expected to engage in productive activities such as educational or job training, attending classes, housekeeping chores, gardening, maintaining the landscaping, cleaning up litter around the premises, helping process donations, and assisting with the processing of emergency food boxes.

In an effort to immediately address issues with traffic and parking during our current twice monthly food pantry distribution, we have changed the hours from 5 – 7 PM to 1 – 7 PM. This change has already helped decrease the number of people arriving at any one time at the Mission. We are also working to streamline our distribution process to speed the process. We have also begun positioning individuals to serve as parking monitors on the south side of 9th Street to prevent clients with cars from parking in the South Central Industries parking lot.

Although we provide assistance and services to numerous people from the homeless population in our community, far more of the clients we serve are actually impoverished residents who either own or rent homes in the neighborhoods immediately surrounding Shawnee Rescue Mission. Unfortunately, among both the homeless and impoverished residential population, there are those who engage in substance abuse and immoral behavior. Rest assured, no one would like to alleviate those kinds of behaviors more than Shawnee Rescue Mission. Such behaviors are completely in opposition to the Biblical principles on which we base our ministry.

Located immediately to the west of the South Central Industries property is a house wherein 6 – 10 people have resided. It has been known for housing individuals who engage in criminal and immoral activity and it has also been known as a “crack house.” It has recently been closed down, boarded up, and is set for demolition. The owner is in jail, awaiting prison sentencing. We are confident that the removal of this structure and its’ occupants will help alleviate some of the criminal and undesirable behavior in the neighborhood immediately surrounding the Rescue Mission. Unfortunately, farther north on Louisa and Kickapoo streets are residents who are reportedly engaged in substance abuse, prostitution, and probable criminal activity. We too, would like to see these individuals brought to justice.

You have been a refuge for the poor, a refuge for the needy in distress, a shelter from the storm, and a shade from the heat.

Isaiah 25:4

Some have speculated that SRM is bringing homeless people into Shawnee. Nothing could be further from the truth. Our goal is always to move clients out of their homeless condition and on toward lives that are more stable and productive. We have frequently been able to provide transportation or other assistance to enable homeless clients to go to other towns, other states, or to reunite with family, or move on to jobs, or get into life-changing rehab programs. We also routinely take homeless clients to Church to show them the love of God, the path to redemption, and the way to a changed life.

We believe it is critical for Shawnee Rescue Mission to continue providing services for the homeless and severely impoverished population in the community of Shawnee. Eliminating Shawnee Rescue Mission, or the proposed overnight shelter, will not cause homelessness, or the problems associated with that segment of society, to go away. Homelessness and severe poverty is rampant all across America. It will never completely go away. The Bible tells us in the book of Deuteronomy: *"For there will never cease to be poor in the land. Therefore I command you, 'You shall open wide your hand to your brother, to the needy and to the poor, in your land.'"* We live in a world that is broken—a world that is in need of the love and the saving grace of Jesus. We believe it is clear that all that we are and all that we have is because God has allowed it. Likewise, we believe that He has commanded all of us to use what we have been given to look after the *least of these, our brethren*.

We would like to ask our business and residential neighbors to work in cooperation with us in following that commandment to reach out to those in our community who are broken and hurting. We believe if we can keep an open dialogue going about issues of concern, we can address them before they become full-fledged problems. Join us in being a part of the solution. We can be reached by calling 878-8700. Sincerely,

Melissa Blankenship, SRM Executive Director

Shawnee Rescue Mission Board of Directors:

Bill W. Holley, Chairman
 Dr. Ryan Aldrich, Vice-Chairman
 Eric Winegardner, Secretary
 Glenn Blankenship
 Carey Humphrey
 Brian Koons
 Jack Moore
 Don Orr
 Pam Vallandingham

Cc: Justin Erickson
 City of Shawnee Commissioners
 City of Shawnee Planning Commission
 South Central Industries Board of Directors
 Executive Home Rentals, LLC
 Don Dudley Investments and Development

RECEIVED

AUG 29 2012

PLANNING / CODE

You have been a refuge for the poor, a refuge for the needy in distress, a shelter from the storm, and a shade from the heat.

Isaiah 25:4

SHAWNEE RESCUE MISSION**RECEIVED****AUG 31 2012**

August 29, 2012

PLANNING / CODE**EXHIBIT " / 6 "**

City of Shawnee
City Clerk
16 W. 9th Street
Shawnee, OK 74801

To The City of Shawnee Planning Commission and City Commissioners:

Please accept this letter as a response to the letters submitted by South Central Industries, Executive Home Rentals, LLC and Don Dudley Development and Investments concerning their protests of the request for the rezoning of the property known as Shawnee Rescue Mission.

Shawnee Rescue Mission is a faith-based non-profit whose mission is to combat poverty and homelessness. The Mission building is located at 204 N Louisa. The surrounding neighborhood includes private homes, single and multi-family rental properties, businesses, and other non-profit agencies.

The primary mission of SRM is to provide food, shelter (where needed) and services and training programs that will enable our clients to ultimately achieve rehabilitation and stability in their lives and assist them in becoming functioning members of society. The heart of our ministry centers on the Biblical teachings of Jesus, which commands that we love our neighbor as ourselves.

In keeping with that mandate from Christ, we desire to serve our clients, and the community at-large, in an atmosphere that fosters a caring and compassionate cooperation among those who come to us seeking assistance and those whose homes or businesses surround our property. It is our sincere desire to work cooperatively to ensure that the services we provide do not adversely infringe upon our business or residential neighbors. We would like for any property owner to feel they can come to us and air any complaints or issues they feel need to be addressed. It is our desire, in so far as we are able, to address any issues brought to our attention in a timely manner, and in a way, which would be agreeable to our neighbors.

You have been a refuge for the poor, a refuge for the needy in distress, a shelter from the storm, and a shade from the heat.
Isaiah 25:4

While we are concerned about all of the complaints listed in the letters of protest, we are particularly saddened by the incidents reportedly directed toward the especially vulnerable clients of South Central Industries. Until reading the letter of protest, we were unaware that such incidents were occurring because we never saw them happen firsthand and they were never reported to us. Many of the clients of South Central Industries are also clients of Shawnee Rescue Mission and regularly come into the Mission seeking meals, food boxes, clothing, friendship, or even desiring to serve in some capacity as volunteers. These individuals are precious to us and we love them dearly and frequently try to show Christ's love to them by various acts of kindness such as celebrating their birthdays and spending holidays such as Thanksgiving and Christmas with them. We too, desire to protect them from the harshness of the world and from witnessing, or being solicited to engage in, acts of lewd behavior. However, in order to better try to prevent such issues from happening, or escalating, we must be informed immediately if such incidents are occurring. Our heart's desire is to work with South Central Industries, not against them.

Many of the issues of complaint raised in the letters of protest will actually be addressed by the rezoning of the SRM property. Plans are drawn up which will move the entrance and subsequent traffic flow to the west side of the building. The lots immediately to the west and northwest of the Mission building will be utilized for parking. Traffic flow will move through the lot onto Kickapoo Street. Most of our homeless clients arrive on foot, or by bicycle, rather than cars, and will also enter and exit on the west side of the building. Once the renovations are complete, our plan includes providing security personnel who will monitor the building and Mission property 24 hours a day. Plans also include security cameras installed both inside and outside of the building. Smoking will be in a designated outside area on the northwest side of the building. Loitering on Louisa or 9th streets will not be tolerated. The onsite security personnel will monitor these areas for inappropriate activity and the police will be called as needed.

Following the rezoning and renovation of the building, clients who will stay in the proposed overnight shelter will be required to be in the building by 9 PM nightly, with lights out by 10PM. The shelter will be locked down between the hours of 9PM and 6AM. Clients will not be allowed to leave the building during the night except in cases of employment and only with a signed permit. During the day, clients in the day shelter will be expected to engage in productive activities such as educational or job training, attending classes, housekeeping chores, gardening, maintaining the landscaping, cleaning up litter around the premises, helping process donations, and assisting with the processing of emergency food boxes.

You have been a refuge for the poor, a refuge for the needy in distress, a shelter from the storm, and a shade from the heat.
Isaiah 25:4

In an effort to immediately address issues with traffic and parking during our current twice-monthly food pantry distribution, we have changed the hours from 5 – 7 PM to 1 – 7 PM. This change has already helped decrease the number of people arriving at any one time at the Mission. We are also working to streamline our distribution process to speed the process. We have also begun positioning individuals to serve as parking monitors on the south side of 9th Street to prevent clients with cars from parking in the South Central Industries parking lot.

Although we provide assistance and services to numerous people from the homeless population in our community, far more of the clients we serve are actually impoverished residents who either own or rent homes in the neighborhoods immediately surrounding Shawnee Rescue Mission. Unfortunately, among both the homeless and impoverished residential population, there are those who engage in substance abuse and immoral behavior. Rest assured, no one would like to alleviate those kinds of behaviors more than Shawnee Rescue Mission. Such behaviors are completely in opposition to the Biblical principles on which we base our ministry.

Located immediately to the west of the South Central Industries property is a house wherein 6 – 10 people have resided. It has been known for housing individuals who engage in criminal and immoral activity and it has also been known as a “crack house.” It has recently been closed down, boarded up, and is set for demolition. The owner is in jail, awaiting prison sentencing. We are confident that the removal of this structure and its’ occupants will help alleviate some of the criminal and undesirable behavior in the neighborhood immediately surrounding the Rescue Mission. Unfortunately, farther north on Louisa and Kickapoo streets are residents who are reportedly engaged in substance abuse, prostitution, and probable criminal activity. We too, would like to see these individuals brought to justice.

Some have speculated that SRM is bringing homeless people into Shawnee. Nothing could be further from the truth. Our goal is always to move clients out of their homeless condition and on toward lives that are more stable and productive. We have frequently been able to provide transportation or other assistance to enable homeless clients to go to other towns, other states, or to reunite with family, or move on to jobs, or get into life-changing rehab programs. We also routinely take homeless clients to Church to show them the love of God, the path to redemption, and the way to a changed life.

You have been a refuge for the poor, a refuge for the needy in distress, a shelter from the storm, and a shade from the heat.
Isaiah 25:4

We believe it is critical for Shawnee Rescue Mission to continue providing services for the homeless and severely impoverished population in the community of Shawnee. Eliminating Shawnee Rescue Mission, or the proposed overnight shelter, will not cause homelessness, or the problems associated with that segment of society, to go away. Homelessness and severe poverty is rampant all across America. It will never completely go away. The Bible tells us in the book of Deuteronomy: *"For there will never cease to be poor in the land. Therefore I command you, 'You shall open wide your hand to your brother, to the needy and to the poor, in your land.'"* We live in a world that is broken—a world that is in need of the love and the saving grace of Jesus. We believe it is clear that all that we are and all that we have is because God has allowed it. Likewise, we believe that He has commanded all of us to use what we have been given to look after the *least of these, our brethren*.

We would like to ask our business and residential neighbors to work in cooperation with us in following that commandment to reach out to those in our community who are broken and hurting. We believe if we can keep an open dialogue going about issues of concern, we can address them before they become full-fledged problems. Join us in being a part of the solution. We can be reached by calling 878-8700.

Sincerely,



Melissa Blankenship, SRM Executive Director

Shawnee Rescue Mission Board of Directors:

Bill W. Holley, Chairman
Dr. Ryan Aldrich, Vice-Chairman
Eric Winegardner, Secretary
Glenn Blankenship
Carey Humphrey
Brian Koons
Jack Moore
Don Orr
Pam Vallandingham

cc: Justin Erickson
City of Shawnee Commissioners
City of Shawnee Planning Commission
South Central Industries Board of Directors
Executive Home Rentals, LLC
Don Dudley Investments and Development

You have been a refuge for the poor, a refuge for the needy in distress, a shelter from the storm, and a shade from the heat.
Isaiah 25:4

RECEIVED CITY CLERK'S OFFICE

Date 9-4-12 Time 9:40 AM

Margaret Buckles
323 N. 9th St.
Lawton, Ok. 74801
30 Aug., 2012

EXHIBIT "17"

To whom it may concern,

I found this house, got a mortgage and moved in in 1983. At that time, this was a very quiet neighborhood. After the kids left the T & I building (which is what the building on the NW corner of Louis & 9th was at the time) and the businesses closed downtown, it was very quiet and pleasant around here.

I always enjoyed working in my yard. Since Lawton Rescue Mission has gone in, I cannot go outside of my fence without being approached and asked for either money or food. After talking to my neighbors, on either side, I have learned that they have had people coming up to them begging also.

I was a single parent and liked this neighborhood for my family. Now I live alone and do not like going out after dark. There are people loitering around here and I feel it will only be worse if S. R. M. is allowed to expand.

I bought my property looking forward to a peaceful retirement. I was diagnosed with terminal lung cancer in 2007. I have since gone through rock treatments and I am now in remission. Because of the diagnosis, I had to retire early. Now I am on a limited income. My property values have also been affected and I cannot afford to move, if I wanted to.

Thank you for your consideration.

Margaret Buckles

P.S. I forgot to mention that my shed was broken into a few months ago. The only time in 29 years.

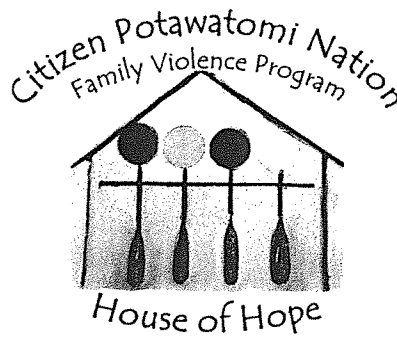


EXHIBIT "18"

August 31, 2012

I write in support of the Shawnee Rescue Mission with respect to the proposed location of the SRM Homeless Shelter at 204 North Louisa. I also write in response to some of the fear and hateful rhetoric about people who are homeless that has been expressed by the community regarding this facility. My home is in Shawnee and I have called Shawnee my home since 1976. I do not view the proposed location of the SRM Homeless Shelter as a threat to my family's safety or to anyone in the proposed area.

The shelter has to go somewhere. It is my understanding that SRM believe that this is the best location for this facility in our town. The Pottawatomie County Bar Association is committed to giving back to SRM. Yuko Hirose was visiting from Japan and he said this "You don't see this in Japan, it's cool to see people doing this kind of work in their own backyard." There are countless organizations that give to Shawnee Rescue Mission and we should support them.

I have every confidence that SRM will continue to work with community partners and surrounding neighborhoods to mitigate any potential negative impact. I have every confidence that the Shawnee Police Department will continue to enforce existing town ordinances and other regulations that address some of the real concerns that have been expressed about locating the shelter in a residential and business area. It is my hope that you will not allow misunderstanding and fear to derail the presence of a well-managed shelter in Shawnee, which will benefit the community as well as individuals and families who are homeless.

The individuals who are contacting you to express fear and hateful rhetoric do not speak for me or my family. I invite the community and its leaders who speak against the SRM and the proposed site to consider how they might feel if it were their son, sister or mother who was without resource and in need of shelter. I believe that it is by grace that it is not me or my loved one currently in need. I am grateful to the Shawnee Rescue Mission for providing an absolutely critical array of services in offer of assistance to those families and individuals who are homeless or at-risk of homelessness.

Volunteer with this organization – spend time there

Sincerely

Tiffany Barrett, Coordinator
Citizen Potawatomi Nation
Family Violence House of Hope Program

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PLANNING / CODE

City of Shawnee
City Clerk
City Planner
16 W. 9th St.
Shawnee, OK74801

September 1, 2012

To: City of Shawnee Planning Commission and City Commissioners

A LETTER OF SUPPORT FOR THE SHAWNEE RESCUE MISSION

I am quite sure that each of you is aware that we live in an area where social problems of all kinds are burgeoning. Throughout our neighborhoods, community and our entire tri-county area, we need not look far to find a neighbor in need. On a daily basis we have citizens who simply find life a struggle. Whether they are underemployed, unemployed, addicted to a vice, or battle mental illness, they need people and places where they can turn to find assistance, friendship and rest.

Proverbs 19:17 tells us that *"He who has pity on the poor lends to the Lord, and He will pay back what he has given."* Psalm 82:3 states *"Give justice to the weak and the fatherless; maintain the right of the afflicted and the destitute."* These are simply two of numerous verses that we could have chosen throughout scripture that urge us to care for those less fortunate or needy. In our opinion, the caring people who operate and oversee the Shawnee Rescue Mission live these commands passionately on a daily basis.

In recent years, we have had the opportunity to get to know Glenn & Melissa Blankenship professionally and have found them to be loving, honest and reasonable people. Likewise, they have a board of well-respected leaders within our community whom we are certain can oversee the business of the mission more than adequately.

Unfortunately there are times when a handful of strong voices of opposition are allowed to carry more weight than the many positive, less vocal voices. With this in mind, we find it necessary to share just a couple of the many positive ways that Shawnee Rescue Mission is impacting our community.

During the 2011-2012 school year, as a reward, over thirty-two Bethel Public Schools second grade Students of the Month served food to the homeless and less fortunate at the Shawnee Rescue Mission. This experience allowed these children to further their education by learning of differing dynamics within our society. The children were also taught about causes of poverty including homelessness. Following the children's experience at the mission, the vast majority of them expressed appreciation for the valuable learning experience and a desire to serve again at the mission with their family. Many of them also shared that they felt good knowing that they had taken time to help others. We believe that this experience allows children to learn the value of serving others at an early age. Bethel Lower Elementary already has plans for the 2012-2013 school year to continue to reward its second grade Students of the Month by working with the Shawnee Rescue Mission.

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SEP 04 2012

PLANNING / CODE

EXHIBIT "19"

We have also served with Shawnee Rescue Mission alongside many others in our church on multiple occasions and have always found the environment to be one where real outreach to needy individuals happens with sincere care and concern. During these times of serving, we have also brought along our daughter who is currently six years old and have never felt it to be a threatening environment for her but rather one where she can learn that there are people and places where the needs of others are put above the needs of one's self. We are indeed proud of the work being done at the Shawnee Rescue Mission and proud to consider ourselves associated with the mission in volunteer roles.

As you consider the rezoning request of the Shawnee Rescue Mission, we wish to assure you that the voices of opposition you may have heard do not represent our feelings nor of the majority of others with whom we associate. We encourage you to grant the rezoning request and allow the Shawnee Rescue Mission to further serve its clients with a greater array of much needed services in our community.

Respectfully,

 & 

Michael & Jenny Affentranger
4709 Gracelann
Shawnee, OK 74804

Phyllis Loftis

From: landon@faithco.org
Sent: Sunday, September 02, 2012 11:30 PM
To: Phyllis Loftis
Subject: From COS Web: Shawnee Rescue Mission

RECEIVED CITY CLERK'S OFFICE

Date 9/4/12 Time 8:55 AM

SUBJECT: Shawnee Rescue Mission

I am writing this email to express my full support for the Shawnee Rescue Mission! I have personally served in and witnessed this amazing organization change the lives of so many in our city!

It is exciting to hear about the opportunity in front of the SRM, and I hope you will allow this organization to access the facilities needed to continue their great work! In my years of working closely with individuals and families in need, I have never once had a negative experience!

I have never felt threatened, or have I heard anyone in the surrounding area downtown share any negative feed back about certain people being in or around their facilities or place of business.

I have only experienced a city that has taken upon themselves to make sure that each person is taken care of in the best way possible! I believe that with these new facilities, SRM will be able to lead even a greater charge in seeing lives changed that will transform our city for the good! This city will respond and unite because we all have received a helping hand at one point in our lives!

The question is, is it more difficult to fight for the new facility, or is it more difficult to be at peace with ourselves knowing we could've done more but chose not to?

A supporter of SRM, thank you!

Landon Middleton
(405) 973 8002
landon@faithco.org

This message has been initiated through the City of Shawnee Website You should be able to reply directly to this email by using the REPLY option This will only work if the sender used a valid email address when submitting

EXHIBIT "20"

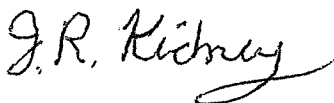
EXHIBIT "21"

To Whom It May Concern:
September 2nd 2012

I am taking the time to address the City of Shawnee Planning Committee. My name is JR Kidney, I have been in law enforcement in Pottawatomie County for the last 18 years. I have had to help many people over the years find shelter, whether it is for a victim of domestic abuse or a homeless family. I have used the Ministerial Alliance many times if it was just for a night or so. There are times when we are unable to get people the help they need at the facilities that are currently in place. Many times we cannot use those facilities for reasons due to their rules, no room etc. Please keep in mind I am not speaking badly of those facilities. Here is an example of a situation that the current facilities would not be able to accommodate someone in need of help: A homeless mother, or a mother escaping a situation of domestic abuse with a male child would not want to be separated from her son overnight. Under the current facility's rules and regulations, she would be forced to send her child, regardless of his age into the male living quarters. Another example; under the current facilities, the people in that shelter are required to leave during the day. This causes a lot of people to turn to the public library for daytime shelter from extreme temperatures. The City of Shawnee Library has now hired security because of this. The municipal swimming pool has implemented evening security for the last 2 summers to help with the same issue. With the current shelters in place, you still see many people sleeping on the streets, in the parks and in their cars. There is a need for more places that are willing to help, like the Shawnee Rescue Mission. I have volunteered at the Shawnee Rescue Mission and seen first hand the impact it has on the people and the volunteers. My Church has helped at Shawnee Rescue Mission in many ways from helping to feed the needy, stocking shelves, or at the park providing food and clothing to those in need. When I am at the Mission, many times I bring my own children to help serve. I have never witnessed a problem at Shawnee Rescue Mission. There are people that the Mission helps, that I've dealt with in law enforcement, that have came up to me and said "thank you, it means a lot that you are here, God bless". Shawnee has a need for a day shelter that will give the homeless a place to spend the day so the park, library, and streets will not be the hangouts. Shawnee Rescue Mission also helps those in need get back on their feet, obtain their drivers license, find jobs, pay their utility bills, so many good things. The night shelter at Shawnee Rescue Mission would provide a place for many to rest, feel safe and not have to be separated from their children. They wouldn't have to sleep in their cars, on the streets, and in the parks. I have known Glenn Blankenship for many years. I know that Glenn, as well as his board members have a good heart and want to help the people in need.

Thank you for your time and God Bless you.

J.R. Kidney



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SEP 04 2012

PLANNING / CODE

September 3, 2012

EXHIBIT "22"

To: Shawnee Planning Commission

Ref: Shawnee Rescue Mission Rezoning

Please consider approving the rezoning request from the Shawnee Rescue Mission. Glenn and Melissa Blankenship are my neighbors and their character is above reproach. They are dedicating their life to providing opportunities and a safe haven for people who have lost all.

The criticisms I read regarding the current configuration of the mission seem a little far fetched to me. The mission seldom has anyone outside when I drive by the facility. The mission is there to give people a hand up not to perpetuate their misery. Yes, some of their clients have very little hope of making positive changes but many have both that hope and have also made positive changes and are now tax paying Shawnee citizens.

Other facilities in Shawnee are often full. I understand that the Salvation Army has a limit to the number of days a homeless person can stay. That limit does not help those people change their situation, it only helps them end up in the emergency room because of exposure. Family Promise usually has a waiting list and the changes the Blankenships are working hard to enact will provide help to families as well as individuals.

The "Not In My Back Yard" protesters need to understand that the Mission wants to lift up the current very depressed neighborhood. They are planning on putting in a garden for their clients to grow some of their own food. The rental units in this area are often run down and the yards are unkempt. Because of the current condition of those rentals, I can't imagine how the neighborhood could be damaged by a clean, functioning, classic art deco brick building that provides supervised shelter for the unfortunate.

Best Regards,

Jo Davis
16712 Magnino Rd
Shawnee, Ok 74801

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SEP 04 2012

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Monday September 3, 2012

To: City of Shawnee, Ok
Planning Dept.

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SEP 04 2012

PLANNING / CODE

From: Raymond H. Mullen Sr.

EXHIBIT "23"

RE: Rezoning For Shawnee Rescue Mission

I was surprised to learn of the opposition against the zoning request submitted by the Shawnee Rescue Mission, especially with the fact that the city has such a great need for their services.

Several years ago I worked with the Salvation Army here in town where, as a volunteer I was very involved in the homeless shelter for quite some time. I worked many evenings until 10:00 pm and occasionally spent overnight. My duties were to process intakes, provide meals, offer a bed, get them introduced to social Services in the area and just generally to help them with their immediate and long term needs.

Even at that time, I soon realized the weak point of the program was the fact that every morning each and all clients had to leave the shelter and 'go it alone' all day regardless of the weather or any other conditions they were exposed to.

Homelessness and need are not just 'after dark' problems. The need is there 24 hours a day, seven days a week.

The Salvation Army and its' programs are a vital asset to Shawnee, but there simply is too much need for one organization to cover all the problems of the needy and homeless in our area.

Shawnee Rescue Mission has been committed to helping meet the needs of some of our most impoverished and down trodden residents long enough to make it apparent to any that want to see, they *are* making an impact.

At this point I would like to comment of a few of the arguments against the expansion of the mission and its' effect on Shawnee.

1. The reason you may see folks loitering around the library and our city parks is simple. They have nowhere else to go during the day. Remember, most are homeless. If SRM were allowed to have their doors open during the day, much of that problem would be alleviated. Of course, that would benefit the community, businesses *and* those in need.
2. I have spent some time at SRM as a volunteer and frankly have seen little or no negative impact on that neighborhood. This is not a suburban type, single family neighborhood that would suffer in any way because of the location of the shelter.
3. The Salvation Army has nothing but 'on street' parking. SRM has property that can easily be used to alleviate any parking issues around that facility.
4. The SRM day/night shelter would *not* be a 'duplication of services'. It would simply add to the solution of a city with inadequate facilities for single as well as family shelter and programs.

In summary, I would like to add just a few personal comments. All the time I volunteered at the Salvation Army shelter, security was *not* an issue. The clients had to adhere to a strictly enforced curfew and 'lock down' each night.

SRM has already offered day and night security on the premises as well as security cameras. Most homeless people are NOT trouble makers. They are simply tired and hungry. Did you know that on any given day, up to 40% of the male homeless population are Veterans? Don't we owe them *all* the help we can possibly give? Don't we owe this to *all* of our unfortunate brothers and sisters?

Missions like SRM have always been run largely by volunteers. That does not make them inadequate in any way. When volunteers help run such a facility, more money is able to be funneled into the area of need.

Given the functions of SRM, I really do not understand why any community would not welcome the expansion of its' services. I feel the minimal opposition speaks for itself. You must ask yourself this question. "Does the opposition of a few overpower the needs of many?"



Respectfully,

Raymond H. Mullen Sr.

405 241-6740

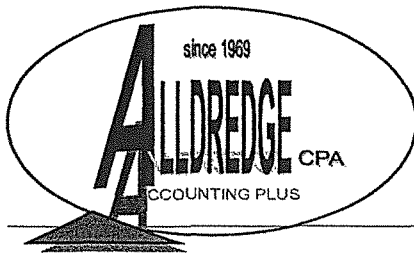


EXHIBIT " 24 "

Lynn Alldredge, CPA PLLC

105 N. Hudson Suite 200
Oklahoma City, OK 73102

... Visit us

@ <http://www.cpaokc.com>

Phone (405) 232-8600
Fax (405) 236-0484

In Shawnee....
PO Box 3886
Shawnee, OK 74802-3886

September 4, 2012

City of Shawnee
City Clerk
16 W. 9th Street
Shawnee, Oklahoma 74801

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SEP 04 2012

PLANNING / CODE

To: The City of Shawnee Planning Commission and City Commissioners.

Allow me to speak on behalf of one very large group of people regarding the upcoming zoning of Shawnee Rescue Mission. That group is the VOLUNTEERS who serve this community through the Shawnee Rescue Mission.

We are volunteering for more than two years now, which gives us a constant view of the happenings at the mission. This is a unique experience. There is nothing comparable to what we see week after week among the volunteers. Perhaps the sheer number of volunteers, coming to help from perhaps every church in Shawnee and from many other civic organizations and even from surrounding communities would be sufficient to impress the need and the acceptance of this Mission. It is highly significant that this task results in a unity, community and citizenship to a degree that everyone in Shawnee should support and accept. Simply said, Shawnee Rescue Mission is good. It is good for Shawnee.

We love Shawnee. I am a sixth generation resident of Shawnee, going all the way back to 1890. From homestead farming to the Rock Island Shops to today's professionals, we have lived in Shawnee through it all. From this perspective, we see the people of Shawnee helping the people of Shawnee. Not outsiders alone who are helping, but our own people. It's about people. Some people do bad and some do good. We cannot let the bad actions outweigh the good. The few who might not see good in the Mission should not stop the unity, the community and the good citizenship of the Mission. We are making a difference. We are helping people with real needs live a better life in Shawnee.

GRACE FELLOWSHIP NEW TESTAMENT CHURCH
1108 N. Kickapoo
SHAWNEE, OKLAHOMA 74801
405-273-0884 or 405-214-6170

EXHIBIT "25"

City of Shawnee
Planning Commission

Subject: Rezoning of Shawnee Rescue Mission

Dear Sirs:

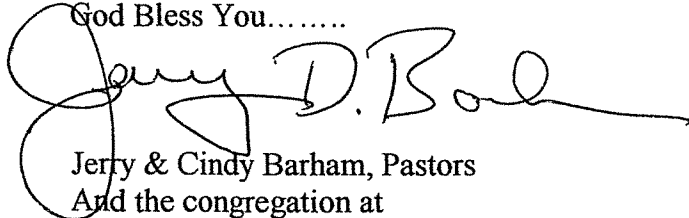
We are writing this letter in support of Shawnee Rescue Mission. We have known Glenn and Melissa Blankenship for more than twenty years, and know what kind of heart that they have for the poor and disadvantaged citizens of Shawnee, OK.

We fully support the effort of Shawnee Rescue Mission and what it means to this great city. They strive to meet the basic needs of people who cant otherwise provide some things for themselves. We provide food, clothing, laundry supplies, soap, toothpaste and many other items.. With the money that they save, maybe they can pay the water bill or the electric bill.

We know from history in other cities, there will always be opposition to a homeless shelter. People always say,"we love what a homeless shelter provides, but we don't want it in our neighborhood." Lets be different in Shawnee, lets not follow that pattern in our town.

With this letter, I am urging the City Planning Commission to approve this rezoning request. Together we can help ease the homeless population and provide some much needed relief at no cost to the taxpayers!

Thank you, and
God Bless You.....



Jerry & Cindy Barham, Pastors
And the congregation at
Grace Fellowship New Testament Church

RECEIVED

SEP 04 2012

PLANNING / CODE

September 4, 2012

RECEIVED

SEP 04 2012

PLANNING / CODE

EXHIBIT "26"

Mr. Justin Erickson
City of Shawnee
16 W. 9th Street
Shawnee, OK 74801

Dear Mr. Erickson:

On behalf of South Central Industries, Inc. and South Central Housing, we would like to address some inconsistencies in the Shawnee Rescue Mission letter dated August 29, 2012. In order to make our responses easier to follow, please refer to SRM's letter by paragraph number 1-13.

In Paragraph 5, SRM indicates that the issues addressed in South Central Industries' letter "were never reported to us." South Central takes extreme offense to this statement. In January of 2011, South Central staff Tina Hanna, Executive Director, and Sherill Manderfeld, Assistant Director, met with Glen Blankenship and a gentleman named Angel. South Central was told that Glen was the Executive Director and Angel was the Assistant Director for Shawnee Rescue Mission. Hanna and Manderfeld began to discuss the issues that were present even back in January of 2011 with Blankenship and Angel. These issues are outlined in the South Central Industries' letter dated August 20, 2012. Blankenship assured South Central that these issues would be resolved immediately. Blankenship also provided Manderfeld with his personal cell phone number and instructed her to contact him with any concerns. If Blankenship's cell phone records were examined from January 2011 through present you would find ample phone calls from Manderfeld to Blankenship. A majority of these calls related to the issues/concerns outlined in SCI's August 20th letter. Blankenship always assured Manderfeld that the issue would be taken care of but the issues never ceased.

In Paragraph 5, SRM also states that "Until reading the letter of protest, we were unaware that such incidents were occurring..." Unfortunately, this is also false. On days when SRM held their events, South Central was forced to place big orange cones around its parking spaces and bay doors where SCI clients were transported to and from. Manderfeld approached Blankenship repeatedly asking for assistance to manage his clients' improper parking. No assistance was ever offered by SRM from January 2011 through July 2012. Finally, when the parking situation became a major safety concern and problem for South Central business and DHS clients, South Central had to resort to posting "NO PARKING" signs. When Manderfeld pointed out the signs to Blankenship

he responded that most of his people would not be able to read. Again, no assistance from SRM was offered. In August of 2012, South Central was forced to begin enforcing their "NO PARKING" signs and tow trucks were dispatched. Immediately SRM sent out volunteers in yellow vests to help divert the traffic. Unfortunately, as these volunteers attempted to stop the improper parking they were repeatedly overheard by South Central staff as making derogatory comments about South Central.

Also, Manderfeld relates information about one of the public sexual encounters that Glen Blankenship personally witnessed as he drove by the SRM. When Blankenship returned to SRM Manderfeld approached him about the incident. Blankenship thanked Manderfeld for the information and reported that he would have his people keep an eye out.

Paragraph 6 states "Most of our homeless clients arrive on foot, or by bicycle, rather than cars..." South Central's experience with SRM clients who arrive at the shelter from 7:30am-4pm is that the large majority travel by car. SRM's statement is contradictory to the abundant parking issues that take place every time an event is held at SRM. Another statement in paragraph 6 states, "Loitering on Louisa or 9th streets will not be tolerated." South Central's response to this is why has it not been handled already?

In Paragraph 7, SRM's letter indicates "... clients who will stay in the proposed overnight shelter will be required to be in the building by 9pm nightly..." A major concern of South Central's is what happens to the overflow of individuals who show up to receive shelter and then are turned away because of capacity ordinances. Past experience would show that these individuals remain in the vicinity and cause numerous incidents (again see South Central's letter dated August 20th).

Paragraph 8 addresses the fact that SRM has changed their hours "from 5-7pm to 1-7pm." They state that this was done to address the traffic and parking issues (although their clients arrive on foot). However, the change in hours has created a larger traffic and parking problem because their clients now begin arriving around 11:30am-12:00pm and South Central is forced to work around the problems for a larger majority of our work day.

Paragraph 8 also states "We have begun positioning individuals to serve as parking monitors on the south side of 9th street to prevent clients with cars from parking in the South Central parking lot." Again, this recent change only came about after police were called and towing services were contacted by South Central. All previous attempts by South Central to have SRM address this issue were unheeded.

Paragraph 10 which talks about the house located west of South Central that had "6-10 people residing" and "the owner is in jail.." is false. The owner, Anne Nappa, resides in Austin, Texas. South Central has been in communication with Anne and visited with her about her property. Anne shared that the abuse the SRM clients have directed at her property forced her to have it demolished. Anne's sister, who resided at 419 W. 9th was relocated to Griffin Memorial. Following numerous break-ins and other illegal activity, Anne had the home boarded up to stop the trespassing. When the trespassing

continued following Anne's best efforts, the decision was made to demolish the property to stop the illegal activity. This illegal activity was not the result of the homeowner's but began occurring following the relocation of SRM to across the street from this home.

Paragraph 12 states, "Eliminating Shawnee Rescue Mission, or the proposed overnight shelter, will not cause homelessness, or the problems associated with that segment of society, to go away." South Central agrees that eliminating SRM will not cause homelessness to go away but we do strongly believe that it would reduce the criminal activity in this area. Our major concern is the safety and well-being of our clients with developmental disabilities.

Following the front page article in Sunday, September 2nd's Shawnee News-Star, expressing South Central Industries' opposition to the Shawnee Rescue Mission, South Central became the victim of vandalism and an attempted break-in. South Central's "No Parking" signs were completely mangled and our overhead bay door that faces SRM was significantly damaged where an attempt to break-in had occurred. It is a sad commentary when this is the response to differences in opinion and further exemplifies the state of condition in the block of 9th and Louisa. South Central is extremely concerned about on-going retribution as our concerns become more public.

Thank you very much for taking the time to read through our addresses of the errors we believe were scripted in Shawnee Rescue Mission's letter.

Sincerely,
South Central Industries, Inc.
South Central Housing

HERSA CODY

115 E., Main
Shawnee, Oklahoma 74801
Phone (405) 273-7985
Uthreadstlo@yahoo.com

September 5, 2012

Shawnee Planning Commission
City of Shawnee
23 E. 9th Street, Room 319
Shawnee, Oklahoma 74801

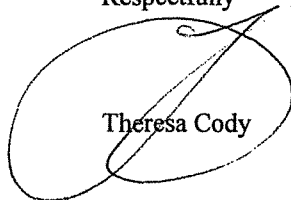
EXHIBIT " 27 "

Commission Members

I am currently a business owner in the Shawnee Downtown Retail District. In the papers attached to this letter is a copy of a letter I presented to the Shawnee Urban Renewal Authority in 2010 addressing some of the concerns. Many of these concerns have become a reality. I have also attached a list of the organizations' that The United Way currently support. I agree with the South Central Shelter Workshop, Shawnee does not need this facility especially in the Downtown Retail District. It will create a concentration of services in one area.

I ask please don't let your Downtown Retail District become strictly an impoverished area?
It is time for our city to take control of this matter and put ordinances in place to police some of the issues that have come to light here today.

Respectfully


Theresa Cody

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SEP 04 2012

PLANNING / CODE

Mayor
LINDA PETERSON



The City of Shawnee
PO Box 1448
Shawnee Oklahoma 74802-1448
(405) 878.1542 Fax (405) 878.1732
www.ShawneeOK.org

Commissioners
PAMELA STEPHENS
FRANK SIMS
JAMES HARROD
BILLY COLLIER
JOHN WINTERRINGER
CARL HOLT

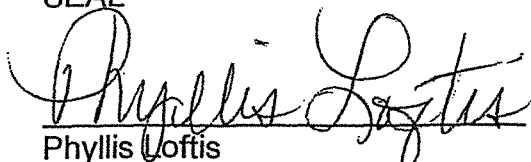
**AGENDA
FINAL PUBLIC HEARING
SHAWNEE URBAN RENEWAL AUTHORITY
TUESDAY, APRIL 6, 2010
10:00 a.m.
CITY COMMISSION CHAMBERS
SHAWNEE CITY HALL**

1. Community Development and Housing Needs
2. CDBG Program Purpose, i.e. meet one of three (3) national objectives;
 - Provide benefit to low and moderate income persons
 - Aid in the prevention or elimination of slums or blight
 - Meet other community development needs having particular urgency posing a serious or immediate threat to the health or welfare of a community.
3. The development of proposed activities:
 - Discuss and obtain public comments on the Five (5) Year Consolidated Plan – FY 2010 – FY 2014
 - Action Plan allocation of funds beginning July 1, 2010.

Anyone interested in these topics should plan on attending.

Posted this 22nd day of March, 2010

SEAL


Phyllis Loftis
City Clerk

Posted at the following places:

City Hall
Senior Center
Salvation Army
COCAA
COEDD
Shawnee Library
Housing Authority

THERESA CODY

115 East Main Street
Shawnee, Oklahoma 74801
Phone: (405) 273-7985
Uthreadstlc@yahoo.com

April 20,2010

Shawnee Urban Renewal Authority
City of Shawnee
23 E. 9th Street
Shawnee, Oklahoma 74801

Sirs:

I have been a business owner in the Shawnee Downtown Retail District for eighteen years. As such I have interacted with my fellow retailers and business persons in the downtown area and we share many of the same issues. Our businesses service not only our local customer base, but extend to other cities, counties and even other states. We create jobs and tax revenues.

It has recently been brought to my attention that several organizations wish to locate additional homeless shelters in the downtown retail district. If all of these organizations are allowed to do so, it will create a concentration of homeless people into one area and may certainly have a negative impact on the Shawnee retail district.

The City of Shawnee once had a vision of creating a downtown area of diversity, creating a safe, vibrant, prosperous downtown, with a mix of retail, theatre, arts and restaurants in a revitalization program which would attract new businesses and shoppers, all bringing more tax dollars into the city. It is of great concern that turning this same area into "Homeless Central", will reverse any progress which has been made.

I recently read over the City of Shawnee 2010-2014 Consolidated Plan and attended their meeting. The facts and figures that have been published show that the community's homeless needs are being met by current organizations and churches. Additionally, according to the facts and figures, it does not show there to be a need for more homeless shelters, and from appearances those studies would seem to be correct.

Another point I would like to address, the figures that are stated on page 43 of the report state that on October 30, 2009, that there were 3,000 people fed in the park. I have no doubt there were that many people fed that day, but how many were homeless? October 30th was the day that BOO ON BELL a locally and nationally published event took place bringing on average between 5,000 to 7,000 people to town. Many of those people would have gladly taken a free meal in the park.

For the most part, the organizations in Shawnee are generous and open hearted, however sometimes their approach may actually create new problems. Currently, during operating hours, most of the homeless seem to gather at the public library. Since some of the organizations are feeding the homeless there it has become a greater issue. Many of the citizenry now feel it uncomfortable and unsafe to go to the library.

I believe it is our duty to meet the needs of the homeless in a professional, discreet manner, where they can be treated with dignity and given a hand up, not just a handout.

Our city, organizations and citizens have made great strides in helping people find housing, food and clothing, of which we may be proud. We must though, as good stewards of the community, not negatively impact others in doing so. We must also protect and serve those citizens who work, shop and live in our business district and who have the right to be safe and secure in Shawnee.

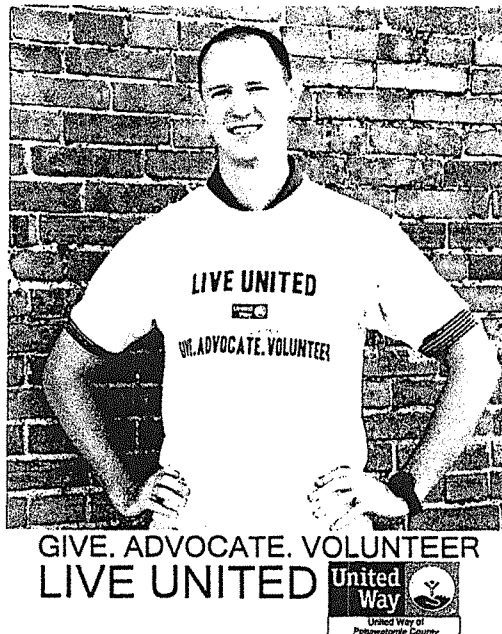
Finally, I feel it important to take time to get a more accurate picture of the actual need for additional services in Shawnee, what they may be and where those services should be located so as not to heavily impact one geographical area of the city. We want to also make sure that these shelters are not designed to "import" homeless from Oklahoma City or other large cities.

In conclusion, I would ask that the building of homeless shelters in Shawnee be placed on hold for a minimum of six months so that more research can be done and also making sure that those wishing to do the projects are indeed qualified to do so.

Respectfully,

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Theresa Cody



Community

Impact Areas

- Successful Children & Youth
- Independent & Active Seniors
- Strong & Safe Families
- Healthy Community
- Basic & Emergency Needs

Whether you donate your time or give through your employer's annual United Way campaign, your United Way contribution is an investment in your community.

Give through your employer's annual United Way campaign.

The easiest and most powerful way to invest in your community.
Fair Share Giving = 1 Hour pay per month.

Volunteer.

Share your time and talents during United Way Day of Caring. Or volunteer at one of our many community partner agencies. For a list of volunteer opportunities visit our website at www.unitedwaypottco.org.

Give Where You Live.

*United Way of Pottawatomie County
#7200*

*United Way of Central Oklahoma #7000
United Way of Norman #7100*

United Way Mission: To improve lives by mobilizing the caring power of our community.

Vision: Build a stronger America by mobilizing our community to improve people's lives.

Your United Way Dollars Stay Local in the Community!

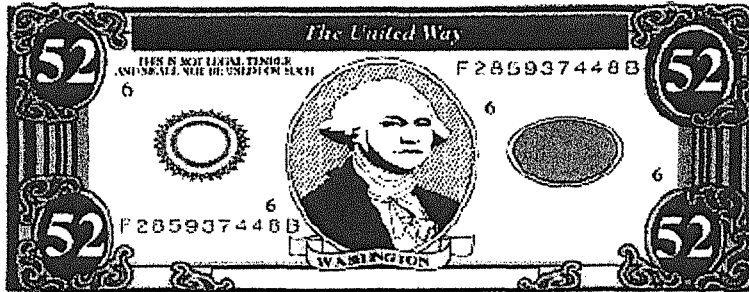


- 99 cents of every dollar you give stays local in the community
- The local United Way administrative cost is 10%.
- All funds are audited by an independent auditing firm.
- Local volunteers decide how funds are allocated.



www.unitedwaypottco.org

United Way of Pottawatomie County Pledge Dollars at work 52 weeks a year!



American Red Cross #3001
Big Brothers Big Sisters #7007

Boy Scouts #7018
Crossroads Smart Start
Family Promise #7222
Family Resource Center, Seminole
Gateway to Prevention & Recovery #7203
Girl Scouts #7029
Heartline 211
Legal Aid Services #7019
Mission Shawnee

Pott County 4-H
Project Safe #7205
R.S.V.P. #7206

South Central Industries

The Salvation Army #7207

The Salvation Army Boys & Girls Club
Volunteer Health Center

Y.M.C.A. #7226
Youth & Family #7227

Local Disaster Services, Health & Safety Services (405) 273-8800
Provides Community & School Based Mentoring to local children
(405) 275-3553
Provides Youth Development for local youth (405) 840-1114
Provides properly installed car seats to local families (405) 214-4323
Provides support for local homeless families (405) 273-0161
Domestic Violence Shelter Services (405) 382-5979
Shawnee & Seminole Youth Coalition (405) 273-1170
Girl Scout Leadership Experience at COJC (405) 528-3537
211 24/7 Information and Referral Services (Dial 211)
Provides civil non-criminal legal services free of charge (405) 275-6870
Sheperd Kid's Café Summer Lunch Program, Assistance (405) 273-2248
to Families, Food Pantry
Sends local students on leadership Trips and Camps (405) 273-8014
Freedom House Emergency Shelter for Domestic Violence (405) 273-9953
Delivers over 7,000 Meals on Wheels to local homebound (405) 275-7910
individuals
School of Learning Program for those with Developmental Disabilities
(405) 275-3851
Provides Basic & Emergency Needs including (405) 273-2243
over 21,000 meals through the Soup Kitchen
After school and summer program mentorship for kids (405) 273-1470
Provides over 4,900 prescriptions free of charge to those in need
(405) 273-2157
Provides scholarships to participate in Y activities (405) 273-4386
Hope House shelters children ages 0-17 (405) 273-3340

Employee ID # _____

Name: _____

Address: _____

City/State/Zip: _____

☐ I authorize my employer
to take \$ _____
per pay period for 12 months. For a total
pledge of \$ _____

☐ **Fairshare Giving**
I authorize my employer to take \$ _____
(one hour of pay per month for 12 months)
For a total pledge of \$ _____

☐ One Time Amount \$ _____

☐ Check/Cash Enclosed \$ _____

☐ Bill me \$ _____

Signed _____ Date _____

Agency Designation _____



United Way of Pottawatomie County

23 E. 9th Street, Suite 333

P. O. Box 697

Shawnee, OK 74802-0697

405-273-4012

www.unitedwaypottco.org

September 3, 2012

EXHIBIT "28"

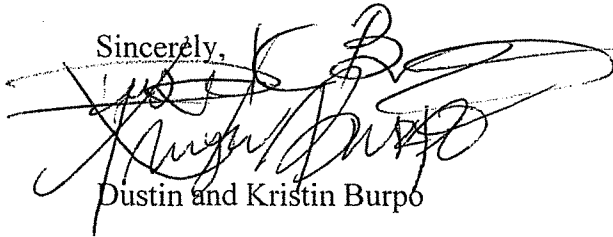
To: City of Shawnee Planning Commission and City Commissioners

A LETTER OF SUPPORT FOR THE SHAWNEE RESCUE MISSION

My wife and I have not lived her long and yet we have already seen how much of an impact the Shawnee Rescue Mission has on this community. They are willing to help out in any way possible when we need. It is wonderful knowing that there are people that actually care about us in the Community.

As you are looking at the rezoning request of the Shawnee Rescue Mission, we would like to let you know that we are in support of them. We encourage you to grant them the rezoning request to allow them to further serve this community.

Sincerely,

A handwritten signature in black ink, appearing to read "Dustin and Kristin Burpo", is written over a horizontal line. The signature is stylized and cursive.

Dustin and Kristin Burpo

RECEIVED

SEP 04 2012

PLANNING / CODE

RECEIVED

SEP 04 2012

PLANNING / CODE

September 3, 2012

City of Shawnee
Planning Commission and City Commissioners
222 N. Broadway
Shawnee, OK 74801

EXHIBIT "29"

Mr. Justin Erickson, Planning Commission Members, and City Commissioners:

I am writing to voice my support for the rezoning of the property known as Shawnee Rescue Mission to allow for the renovation of the building to include an overnight shelter.

Because I have given hundreds of hours of volunteer service to Shawnee Rescue Mission over the past year and a half, I have seen firsthand pretty much every aspect of the work being done there. I would like to address some of the main issues raised by those in opposition to the rezoning of the Mission.

(1.) Demonstration of Need

(2.) Duplication of Services

Since these two concerns are so related, I will address them together. The question has been raised as to why we need another overnight shelter, when the Salvation Army has empty beds. To me, that is kind of like saying that if one Baptist church in town has empty pews on Sunday, (which would be easy enough to find, by the way) that a new one wanting to locate across town could not build their building because there was still room for more people to fit into the pews in the first church. Obviously, that kind of scenario is not likely to happen because we all understand that there are different styles of worship and different needs being met in various churches, even if they are of the same denomination and are in the same town. Likewise, assuming that there is no need for another shelter because we already have one in town that is not full, is an inaccurate assumption. The services to be offered by the two shelters will be different. It does not mean that one shelter will be better than the other, simply that each will address different needs.

Shawnee Rescue Mission intends to include family units in their shelter, which would allow more families in crisis to stay together during their time of crisis. It is a need I have personally witnessed on more than one occasion. It is heartbreaking to see a family torn apart when their child has to be taken away because there are not enough places in our town for families such as this to be sheltered together. Clients will also be able to stay in the day shelter during the day rather than be sent back out on the street. This is something that is not an option at this time with any agency in town. This will keep the homeless out of extreme weather conditions and offer a place for them to go rather than having to hang out on the street, in the park, or particularly in and around the library. I am aware of at least 2 clients who had severe heat strokes this summer from being outside in the heat too long and both are now suffering from long-term physical complications. Those clients who would be in the day shelter would also be expected to participate in productive activities in the shelter such as housekeeping, processing donated goods, educational classes, training opportunities, and recovery programs which will aid in bringing some structure, stability, and meaning to their lives.

Another service to be included in the planned renovation is the continuation of the food pantry, which currently provides emergency food boxes to between 300 and 500 families every time the pantry is open. Obviously there is a great need for such a service. While other non-profits offer food pantry ministries, there is still a tremendous need. In order to just survive, a family in crisis who waits in line for a couple of hours to get a food box that will likely only last a very few days, depending on the size of the family, will likely need assistance from more than one agency. The agencies in Shawnee must work together to effectively meet the needs of these vulnerable and at-risk people. SRM desires to do that and has recently joined the Charity Tracker program sponsored by United Way to aid in that process.

3. Impact on Neighborhood

Having seen the plans for the renovation of the Rescue Mission, it is clear that the problems with parking and loitering in the neighborhood are being addressed by moving the entrance to the west side of the building and by having traffic flow in and out of the mission through the new west parking lots onto Kickapoo. Likewise, the stated plans to provide a day and night security guard, plus the plans for security cameras would address the concern about activity around the outside of the building. The overnight shelter would go into lockdown mode overnight with no clients entering or exiting the building at that time. The plan to keep day shelter clients involved in productive activity during the day will also have a positive impact on the loitering problem.

While most of the people in the neighborhood are law-abiding citizens, there are people who live on the streets surrounding that area who are reported to engage in less than desirable behaviors—ie substance abuse and prostitution. Those individuals are not just lurking in the neighborhood because of their coming to the Mission, they actually live in the neighborhood. It seems that perhaps those issues of unlawful behavior among certain residents should be investigated by the city in order to provide a safer environment for the rest of the neighborhood around the Mission.

In the year and a half that I have been a volunteer at the Mission, I have never seen or heard of any activity or area of concern that would make me feel that the Mission was neglecting to address inappropriate behaviors such as sexual solicitation or activities on the mission property. My personal experiences in working closely with Glenn and Melissa Blankenship makes me confident that, had they been made aware of any inappropriate behaviors, they would have immediately dealt with the problem.

I personally have never been threatened, nor have I been solicited while I have worked there. I have had personal, one-on-one contact with literally hundreds of clients in the time I have volunteered. What I have witnessed, however, is how much the Mission is having a positive impact on the clients it serves. I have seen clients who were so overcome with emotion that they literally broke down and cried when they have been able to be helped. I cannot count the number of times someone has personally, and very genuinely, told me “thank you for helping me.” People who come to volunteer leave feeling like they have been the ones blessed.

4. Concerns Over The Mission Being Run By Volunteers

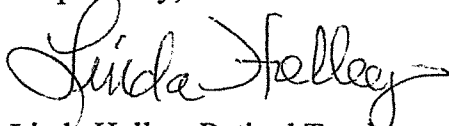
There seems to be concern about whether the Mission will be able to sustain a program, on the scale being planned, with a mostly volunteer staff, rather than having mostly paid positions. It has been noted that no other shelter of this size is running solely by volunteers. Because I have spent so much time volunteering at the mission, I have seen firsthand that people can and do actually make commitments to work and provide services for a ministry such as this without being monetarily compensated. Just because someone is not being paid, does not mean they are not reliable or capable of

performing the job. I'm sure one of the major concerns is whether there will be difficulty in finding enough capable volunteers to perform the work. It has been amazing to see how many people, of various walks of life, come to the Mission to volunteer. In my hundreds of hours of volunteer work at SRM, I have worked in the food pantry, in the former day shelter, in the clothing ministry, in the prayer ministry, and in the client intake area of the mission where I have been able to see firsthand how volunteers have already run the day-to-day operations of SRM. Even the directors of the Mission, Glenn and Melissa Blankenship, and Sarah Inselman, the very committed and capable director of the food pantry, have always worked without a salary. I think the difference in our perspective is that we all see this as a ministry and feel called by God to perform the jobs as a service. It is not about us making a living. It is about us serving others.

I would urge the Planning Commission and City Commissioners to trust that the very professional, and capable Board of Directors of Shawnee Rescue Mission, are capable of directing the work of the Mission. It will take months for the construction to be completed, once the rezoning takes place, and I have every confidence that this board will use that time to make sound decisions about needed staff members, the budget, the programs, and services. These board members are all very successful and highly respected people who live and work in Shawnee and none of them want to jeopardize their own careers or businesses by making hasty or irresponsible decisions. Likewise, they all are committed Christians who are likewise committed to the ministry of Shawnee Rescue Mission. Every one of them volunteers at the Mission, makes a financial commitment to the work, and is responsible to raise funds for the ongoing operation. That is part of what they readily agreed to do when they came on the Board of Directors. The board includes: a highly regarded physician; a pharmacist who owns his own business; a partner with a major, highly respected CPA firm; a former banker who has also had strong leadership roles in the oil and healthcare industries and currently assists a university president in strategic partnerships and special projects; a vice-president of a family-owned software company; a very successful realtor; an owner of a thriving small business; a president of a development company with 30 years of successful professional fundraising; and a retired member of the FBI. These people all have excellent decision-making skills and financial resources to ensure the Mission is successful in its' work. Given the chance, they can be trusted to do the right and responsible thing in running Shawnee Rescue Mission.

Shawnee Rescue Mission has a 501 (c) (3) status as a church. As such, we believe that we are called to serve God by helping the homeless population. We believe that the rezoning of SRM will enable us to build a program that will change the lives of so many people for the better. You too, can be a part of that positive influence by recommending the rezoning of SRM. Though you may feel unsure of what action to take, I urge you all to see the rezoning of this project through the lens of your heart.

Respectfully,

A handwritten signature in black ink that reads "Linda Holley". The signature is written in a cursive, flowing style.

Linda Holley, Retired Teacher and SRM Volunteer

RECEIVED

SEP 04 2012

PLANNING / CODE

September 3, 2012

City of Shawnee
Planning Commission and City Commissioners
222 N. Broadway
Shawnee, OK 74801

EXHIBIT "30"

To Whom It May Concern:

Thank you for the opportunity to share my heart with you today. My name is Sarah Inselman. I'm 50 years old and Shawnee has always been my home. I am very involved with the ministry at Shawnee Rescue Mission.

I'm glad to see that we are finally working toward a solution for the homeless and impoverished in our community, so the homeless may have a place to call home for this season they are going through in their life, and the impoverished can have a little relief in their budget.

Many of the problems that we are concerned with today are brought about because the people we are trying to help are living their lives outside. With the exception of illegal activities, which should not be accepted or tolerated, these people are no different than you and me. They are, however, exposed to the elements 24/7. They're hot in summer and cold in winter. They're hungry, they want to take a shower, they want to be able to lay in bed at night, and to have a door to shut, and to know they won't be attacked before morning. They just want a safe place. They have the same desires as you and me.

The homeless want a place to call home during the day, a place to have a cup of coffee, and not have to spend their day on a park bench where they know they are not wanted, wondering where can I go when I need to go to the bathroom or where can I go to just get a drink of water today. They have no chance to brush their teeth, no breakfast, no lunch, just another hot or cold day at the park, waiting for 5 o'clock to come so they can get at least one meal at the "Sally" which is only available Monday – Friday. And that's not to mention what the weekends hold, where their only hope is that some church might have a meal at the park for the homeless on Saturday or Sunday.

I don't think we can even imagine the stressful, hopeless, and dangerous life they live. Their hope for a job is so removed. They have no address, no transportation, and no clean clothes to even begin to look for a job that they know will be needed to bring about a change in their lives.

These are all basic things that Shawnee Rescue Mission will be able to bring into their lives. We already have Pastor Jerry Barham available one day a week helping people with job applications and resumes, job placement, and training and transportation for interviews. This is something we want to be available on a daily basis.

Do we need a facility of this size?

This will be a facility that will be here for many years to come. It's our hope that it is never full to its' capacity. There are certain times of the year (holidays, extreme heat and extreme cold) when the need is greater than others. One sad example of the need is when we got the news this summer that Allen, a homeless man living under the river bridge, was murdered. He had visited SRM only the day before. The only thing we had to offer him was our backpack of food for the homeless. Then, there is the fact that at least 3 homeless that we know of have suffered heat strokes this summer, with one man, about 53 years old, who was left in such a condition that he will likely spend the rest of his life in a nursing home.

There are the stories, from different ones living in tents on "The Hill," of how their tents get sliced up and all their belongings are stolen while they are gone to eat or trying to work. Then, there are the times I've heard of how the police came through the park at 2 & 3 o'clock in the morning, and ran people out of the park. It goes to show the tremendous need for an overnight shelter, with a day center facility, and soup kitchen, and the many other services that SRM can bring to our community.

Do we have finances for such a facility?

God has generously provided finances to buy this awesome building, and the thousands upon thousands of dollars by way of private donations for daily operations. Millions of dollars worth of items have been given to SRM to give freely to the people in the community. And now, knowing that He has provided \$450,000.00 in this grant for the remodel of the shelter should show us all that God's provision is more than enough.

I am excited to think that we (the people of Shawnee) are getting closer to having a place where we can come together as the Body of Christ and minister to the needs of people.

As I know God has given you the authority to grant, or not grant, Shawnee Rescue Mission the rezoning, it's my prayer that you prayerfully consider your decision.

And again, thank you for your time in reading my letter.

May God Bless you.

A handwritten signature in cursive script that reads "Sarah Inselman". The ink is dark and the signature is fluid, with a long, sweeping underline.

Sarah Inselman

City of Shawnee
City Clerk
City Planer
16 W. 9th St.
Shawnee, OK. 74801

EXHIBIT "31" m

September 4, 2012

A Letter to Support the actions of the Shawnee Rescue Mission

The Shawnee Rescue mission is perhaps the greatest answer to the physical, mental, and emotional needs of the people in this city. The SRM has helped many people throughout its years in service. It has gained the trust and respect of the people within this city. It is a foundation for many who are going through a hard time, no matter what it may be. On a daily basis, there are citizens who need help, support, and love.

I personally have had the opportunity to work along side Glenn and Melissa Blankenship. They have a real passion for the service they provide. They love this city and the people within it. They have a well-educated and respected board of leaders who are very well qualified to oversee the business of the rescue mission.

In the time I have spent serving at the rescue mission, I was able to see what a place of restoration it truly is. Every volunteer takes what they do very seriously and each individual is greeted with an attitude of love and care. Each volunteer truly learns the attitude of serving. The SRM is a place to truly put one's needs ahead of your own. Apart from providing the physical need, emotional needs are met. New friendships are made everyday and I believe that is truly what makes the SRM unique. They care about the people that walk throw those doors daily, they want to take the time to get to know them, and build a relationship with them.

Our church, on several occasions, has received donations from the rescue mission. I am a children's pastor at Praise Assembly and whenever I need candy for kid's church, they are more than willing to lend a helping hand. They have really helped our church with a lot of our fundraisers, which is a big reason they were successful.

As you consider the rezoning request of the Shawnee Rescue Mission, we want you to know that the voices of the oppositions are not the only one's present within this community. We encourage you to grant the rezoning request and allow the Shawnee Rescue Mission to continually serve in the greatest way possible.

God Bless,

John Michael Sullivan
Praise Assembly



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SEP 04 2012

PLANNING / CODE

City of Shawnee
City Clerk
City Planner
16 W. 9th St.
Shawnee, OK 74801

EXHIBIT "32"

September 4, 2012

To: City of Shawnee Planning Commission and City Commissioners

SUPPORT FOR THE SHAWNEE RESCUE MISSION

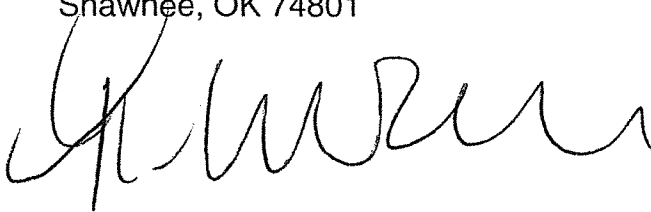
I have had the privilege to work with the Rescue Mission the past couple of years, getting to know Glenn and Melissa Blankenship on a professional level. I have found them to be an outstanding couple who are reasonable, caring and honest. Also, they have a board of leaders whom are well respected and over see the business of the mission more then adequately.

Since 2010 Praise Assembly of Gods' youth group has had the privilege in being able to volunteer at the mission by helping distribute clothing, groceries, hot meals and Christmas presents to the less fortunate. During this experience the teens involved expressed gratitude, and were eager to serve at the mission again. These experiences were able to open their eyes to the world around them showing them tangible ways that they could help those in need.

I am proud of the work being done by the Shawnee Rescue Mission and consider it an honor to stand beside them as they reach out to the less fortunate in our community. As you read this I pray that you carefully consider the rezoning request of the Shawnee Rescue Mission and allow them to impact our community in a greater way.

Sincerely,

Rachael DuVall
328 N. Bryan
Shawnee, OK 74801



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SEP 04 2012

PLANNING / CODE

September 4, 2012

To: City of Shawnee Planning Commission and City Commissioners

A LETTER OF SUPPORT FOR THE SHAWNEE RESCUE MISSION

We are sure you are aware that we live in an area where social problems of all kinds are escalating. Throughout our neighborhoods, community and our entire tri-county area, we need not look far to find a neighbor in need. On a daily basis we have citizens who simply find life a struggle. Whether they are underemployed, unemployed, addicted to a vice, or battle mental illness, they need people and places where they can turn to find assistance, friendship and rest.

In recent years, we have had the opportunity to get to know Glenn & Melissa Blankenship personally and have found them to be loving, honest and reasonable people. Likewise, they have a board of well-respected leaders within our community whom we are certain can oversee the business of the mission more than adequately.

Sadly there are times when a handful of strong voices of opposition are allowed to carry more weight than the many positive, less vocal voices. With this in mind, we find it necessary to share just a couple of the many positive ways that Shawnee Rescue Mission is impacting our community.

We have served with Shawnee Rescue Mission alongside many others in our church on multiple occasions and have always found the environment to be one where real outreach to needy individuals happens with sincere care and love. During these times of serving, we have also brought along our children 13, 10, 9 & 4 and have never felt it to be a threatening environment for her but rather one where they can learn that there are people and places where the needs of others are put above the needs of one's self.

We are proud of the work being done at the Shawnee Rescue Mission and proud to consider ourselves associated with the mission in volunteer roles.

Proverbs 19:17 tells us that *"He who has pity on the poor lends to the Lord, and He will pay back what he has given."* Psalm 82:3 states *"Give justice to the weak and the fatherless; maintain the right of the afflicted and the destitute."* These are simply two of numerous verses that we could have chosen throughout scripture that urge us to care for those less fortunate or needy. In our opinion, the caring people who operate and oversee the Shawnee Rescue Mission live these commands passionately on a daily basis.

As you consider the rezoning request of the Shawnee Rescue Mission, I wish to assure you that the voices of opposition you may have heard do not represent our feelings nor of the majority of others with whom we associate. I encourage you to grant the rezoning request and allow the Shawnee Rescue Mission to further serve its clients with a greater array of much needed services in our community.

Respectfully,

Kevin & Krissy Sue Jennings
Lead Pastor Praise Assembly of God

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SEP 04 2012

PLANNING / CODE

To the City of Shawnee Commission and City Commissioner

My name is Lecil Cole and I am in support of the Shawnee Rescue Mission. And I know of the need that is there for the people of Shawnee. The Shawnee Rescue Mission is willing to provide shelter and make food for the people in need. I think this is a great service to the people of Shawnee. There is a number of people here at this Mission that really care for the community. Look at the volunteers? These people are helping because they can, not because they are getting paid to help. How much more love is there for a person to work and sacrifice for a stranger in need. The Shawnee Rescue Mission has been around for some time now and they are getting more and more support. The number of families showing up to receive food is growing, and I believe it is because they can tell that the workers at the Mission really do care about them. There are a lot of people willing to help and work at the Mission and for the homeless people of Shawnee, please let them help. Please don't stop these people from getting the help they need.

In love



RECEIVED

SEP 04 2012

PLANNING / CODE

Justin Erickson

From: mwright@immanuelshawnee.org
Sent: Wednesday, September 05, 2012 9:44 AM
To: Justin Erickson
Subject: From COS Web: Planning Commission Meeting- re: Shawnee Rescue Mission

SUBJECT: Planning Commission Meeting- re: Shawnee Rescue Mission

Please accept this statement as one in support of Shawnee Rescue Mission. As a minister here in Shawnee for the past 14 years I have seen the need for a facility such as this. We can not turn a blind eye to the needs of those here in Shawnee who are destitute with no place to go and say, "let some other organization or community take care of them." I believe Shawnee Rescue Mission is the best answer for meeting this critical need in our area.

My wife and I and many members of our church have been personally involved in donating resources and our time in assisting with the daily operations at the mission. We believe that this ministry needs to be expanded to provide overnight lodging for the homeless. I realize there are other organizations here in Shawnee that provide similar resources to those in need such as Salvation Army and Family Promise. However these organizations can not meet all the needs of those in our community. Shawnee Rescue Mission and its leadership has proven to be a reputable and a legitimate organization that is willing to help those who can not help themselves. Please allow them to continue this ministry that is so desperately needed in our community.

Thank You,
Mark Wright
Associate Pastor
Immanuel Baptist Church

EXHIBIT # 35

This message has been initiated through the City of Shawnee Website You should be able to reply directly to this email by using the REPLY option This will only work if the sender used a valid email address when submitting

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SEP 05 2012

PLANNING / CODE

September 3, 2012

City of Shawnee
City Clerk
16 W. 9th Street
Shawnee, OK 74801

EXHIBIT "36"

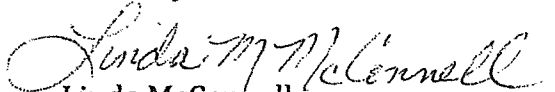
To The City of Shawnee Planning Commission and City Commissioners

Re: Shawnee Rescue Mission
Letter of Support

The efforts to combat poverty and homelessness in Shawnee by the Shawnee Rescue Mission should be allowed to move ahead. Granting the requested rezoning is the right step to take so that expanded services can be provided to underprivileged citizens of Shawnee.

Take this opportunity to come together in a caring and compassionate manner. Open your hearts and minds. Reach out to those in need. It's the right thing to do!

Sincerely,



Linda McConnell
Shawnee Resident
Retired Educator

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SEP 05 2012
PLANNING / CODE

RECEIVED CITY CLERK'S OFFICE
Date 09-05-12 Time 10:05 AM

Justin Erickson

From: elizabeth.young@gmail.com
Sent: Wednesday, September 05, 2012 11:10 AM
To: Justin Erickson
Subject: From COS Web: Shawnee Rescue Mission

EXHIBIT "32"

SUBJECT: Shawnee Rescue Mission

Good morning,

I am writing in support of the proposal to rezone 204 N. Louisa from C-3 to C-4.

I believe our city greatly needs this resource for those less fortunate. I also believe that working together, our city officials, law enforcement and shelter directors can initiate and enforce a plan to keep vulnerable area residents safe.

Thank you for your consideration.

Sincerely,

Liz Young

This message has been initiated through the City of Shawnee Website. You should be able to reply directly to this email by using the REPLY option. This will only work if the sender used a valid email address when submitting.

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SEP 05 2012

PLANNING / CODE



EXHIBIT "38"

Karen Bays
Shawnee Public Library
101 N. Philadelphia
Shawnee, OK 74801

September 4, 2012

City of Shawnee Planning Commission
16 W. 9th St.
Shawnee, OK 74801

Dear City of Shawnee Planning Commission Members,

I hope that you will approve the Shawnee Rescue Mission's rezoning request. The Shawnee Rescue Mission has been a partner with us in serving some of the same people in need in our community since they began their mission a few years ago.

The Pioneer Library System is planning to change the *Rules of Conduct* for customers in the library to no longer tolerate sleeping in the library. This will impact a great number of people in our community without homes who have been utilizing the library as a de facto day shelter.

Some people have told me that the reason they fall asleep in the library is that they do not sleep well out on the streets. When their time limit is up at the Salvation Army overnight shelter, they have no place to go to sleep at night. They end up falling asleep during the day in the library to make up for the restless nights with no shelter.

We are not able to continue to accommodate people sleeping at Shawnee Public Library. We are making this change to address ongoing complaints from library customers who are disturbed by people sleeping in the library. Our intent with this change is to make the library a welcoming place for all people who wish to actively use our many resources. We are planning to hire additional security and to begin training staff to make this transition. We met with Chief Frantz, Justin Erickson, and James Bryce on August 29, 2012 to ask for the City's support for our new policy, and they were very helpful.

When we begin implementing this policy change, people who are not able to stay awake after a warning will be asked to leave the library for varying periods of time, depending on how often we must warn them. With no day shelter currently available in Shawnee, these people will have no place to go. We need Shawnee Rescue Mission to provide a daytime refuge for people with no other options.

Would we have a duplication of services in Shawnee if we allowed another shelter to open? I believe not, as there are already so many who fall through the cracks who are not eligible to receive services from existing agencies. Salvation Army does a wonderful job, but they are limited by their rules and guidelines as to who they are able to shelter. Family Promise, also an excellent organization, also has restrictions that limit who they are able to shelter.

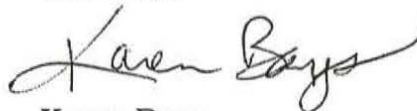
One example of someone who fell through the cracks, recently, is a young mother who has a seven-month old baby. She is not allowed back into Family Promise, having already been there during a previous pregnancy which ended in involuntary miscarriage. This mother comes into the library most days, and she is currently staying overnight at the Salvation Army shelter. Salvation Army requires her to leave during the day to look for work, and she does use library computers to look for jobs. However, her seven-month old child is now developmentally delayed because he hasn't been getting down onto the floor to do "tummy time" and play during the day since the family doesn't have a home base. Once librarians realized her situation, we have offered to put a blanket on the floor so she can do interactive play with her baby. I also contacted DHS to make sure she gets a caseworker assigned to help her find services for her baby.

A good night & day shelter would have been better equipped to work closely with such a young mother and could have prevented her baby's developmental delay. We only perpetuate the problem of generational poverty by not acting quickly to give babies and young children the best possible beginnings.

A quick trip through the Shawnee Public Library almost any day will help you understand the magnitude of the problem with homelessness facing our community. There are many people without homes who are not able to qualify for shelter from Salvation Army or Family Promise. These people are currently falling asleep in the public library because they don't sleep well out on the streets. And now the library will be moving them along if they fall asleep in our facility.

Affording these people the basic human dignity of a shelter at night and a refuge during the day is something that should be a priority for our city. I am grateful that Shawnee Rescue Mission is willing and able to offer that service, and I urge you to accept their offer to provide day and night shelter for those in our community who are in need.

Sincerely,

A handwritten signature in cursive script that reads "Karen Bays". The signature is fluid and written in dark ink.

Karen Bays
Branch Manager / County Coordinator
Shawnee Public Library

October 1, 2012

Justin Ericson
City of Shawnee
Community Development Department
222 N. Broadway
Shawnee, OK 74801

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OCT 01 2012

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Dear Mr. Erickson,

Thank you for the opportunity to respond to specific concerns regarding zoning case #P13-12; 204 N. Louisa Street- Shawnee Rescue Mission.

We have contacted Tom Jones regarding the Memorandum of Understanding (MOU) as requested by the City Planning Commission. We expect to have this document in place shortly. Our attempt is to solidify, in writing, our relationship with City Rescue Mission. The relationship between Shawnee Rescue Mission (SRM) and City Rescue Mission is a vital part of our organization. A copy of this MOU will be provided on or before the City Planning Commission meeting October 10, 2012.

The second point of the request is in relation to the number of beds being proposed in the zoning request. To clarify, we are requesting the zoning to allow for 31 beds. The SRM board agrees with the planning commission staff that this building project requires a phased approach. Please reference the Project Phasing documents detailing the construction phasing and the amended site plan (exhibit A).

The third point of the request deals with neighborhood security. SRM plans to implement a neighborhood watch program which will be put in place when residents are present at the Shawnee Rescue Mission. The board of SRM has approved, and is in the process of installing security cameras on the outside of the facility to monitor activities. SRM will implement a "no tolerance" policy regarding loitering on the property. The SRM board has also approved hiring paid security staff to provide security for the food pantry which operates from 1-7 p.m. twice monthly. Two uniformed security personnel are currently in place when the Shawnee Rescue Mission is in operation. In an effort to address the concerns over parking and traffic flow, we have now raised funds to complete the parking lot renovation. This will include resurfacing the existing parking lot to the west of our building with the creation of a drive that will allow our guests to exit onto Kickapoo. This project will start as soon as the appropriate construction requirements have been met.

In response to the City Planning Commission request regarding criminal activity in the area, please reference police reports (exhibit B) that detail the number of calls made to the Shawnee Rescue Mission. These reports show there have been no calls to SRM in the last 6 months and 5 in the last 2 years. We have also presented documents from the police department listing the number of calls made to nearby properties (exhibit C).

Please reference letters from Westchester Realty & Management & Angel's Acres (nearby property) that speak to the crime rate as it relates to Shawnee Rescue Mission (exhibit D).

SRM held a public meeting with residents of the surrounding neighborhood to discuss the zoning request and the development of a neighborhood watch. The date of the "open house" was September 30th from 2:00-4:00 p.m. at the Shawnee Rescue Mission. The purpose of the meeting was to address questions that have arisen from the public meeting of the City of Shawnee Planning Commission on August 23rd. Fliers were distributed to residents within a 2 block radius of SRM for notification of the meeting (exhibit E).

With regards to the property values in areas surrounding SRM, it is the opinion of the SRM board that if SRM is run properly, the property values should not be affected. The SRM building located at 204 N. Louisa is currently zoned commercial C3. The building is appraised at \$480,000 and is the highest valued property in the neighborhood. The planned remodel of the building will improve the appearance and increase the value of the building.

Staffing levels for SRM will proceed as follows: Glenn and Melissa Blankenship will continue to serve as volunteer managers of SRM. Currently volunteers serve in areas such as secretarial work, distribution of food, employment assistance, maintenance, shipping and receiving, janitorial services, counseling, job placement services, etc. SRM does not currently have paid employees but has operated for over 10 years in this manner. Currently over 100 volunteers are active monthly to provide the services that are currently offered. The SRM board is aware that this method of operation will not be sufficient as the scope of services expands. These paid staff positions include, but are not limited to, kitchen and dietary staff, social work, security, drug and alcohol counseling, employment counseling, fundraising personnel, etc. The SRM board is active in developing long range goals that incorporate these items. Many staff positions will be part-time, internship positions, and short-term employees. As we expand our programs, our plan is to collaborate with other agencies who will help provide professional services in exchange, on a limited basis, for office space.

The SRM board of directors will use the **Community Standards for Emergency Homeless Shelters** document (exhibit F) as a guide to assure SRM adheres to generally accepted standards for the appropriate care of the homeless. Screening clients against the Sex Offender Registry and background check for a violent criminal record will be mandatory. Clients with a history in either of these areas will be denied use of the overnight shelter. Clients will not be allowed to use drugs or alcohol, use profanity, possess weapons of any kind, nor be allowed to utilize the overnight shelter while under the influence of drugs and/or alcohol.

Duplication of services is a concern for Shawnee Rescue Mission. The SRM board of directors believes the services will amplify and support services already being offered by other charities. The day shelter, as planned by SRM, is a service that is not currently

being offered in the Shawnee community. Other agencies do not provide services to clientele during the day. We believe providing the homeless a place to go during the day will be beneficial to area businesses and public buildings. The day shelter will allow residents and others to utilize other services at SRM (currently drug and alcohol counseling and job placement services). Additionally, the family housing units will provide a service that is lacking at this time by keeping the family together. We feel it is important to keep the family unit intact as much as possible. SRM is in the process of obtaining letters of support from partnering agencies.

Two SRM board members (Don Orr and Carey Humphrey) are currently developing policies and procedures with regards to finances and accounting. This committee of the board will report to the SRM board on their progress at the scheduled October board meeting. SRM owns the property at 204 N Louisa (valued at \$480,000) and the building located at 506 S. Beard St. (valued at \$170,000). These buildings were recently appraised. (Documents available upon request).

Please find attached a copy of the most recent audit (exhibit G).

Sincerely,

A handwritten signature in black ink, appearing to read 'W. Thurman'.

Bill Thurman
Mike Little Construction

MIKE D. LITTLE CONSTRUCTION COMPANY, INC.

1901 N. Kickapoo
Shawnee, OK 74804
405-273-4471

Page 1 of 2

10-1-12

CONSTRUCTION PHASING

SHAWNEE RESCUE MISSION
204 N. Louisa
Shawnee, OK

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Phase 1. \$ 820,720

Summary scope of work includes the parking lot, pantry, living units, & apartment

Detailed scope of work:

Parking lot & sidewalk at Kickapoo
Demolition of existing paint room (NW corner of Men's Unit)
Demolition of south wall at apartment
Raise floor in the apartment to accommodate plumbing rough-in
Structural steel & concrete footings for the removed structural walls at items 5 & 6
Demolition of existing drywall partitions in the north warehouse
Move main entrance from 9th Street to the alley
Doors & finish hardware for pantry, living units, & apartment
Drywall partitions @ pantry, living units, & apartments
Painting in living units & apartment
Fire sprinkler – all main lines plus drops/heads at pantry, living areas, & apartment.
Underground fire line to City main
Plumbing serving living units & apartment
HVAC serving pantry, living units, & apartment
Electrical serving areas included in phase 1
Fire alarm & notification system for the entire building

Phase 2. \$ 497,427

Scope of work:

Repair deteriorated paving areas in alley
Repair CMU planters in existing parking lot

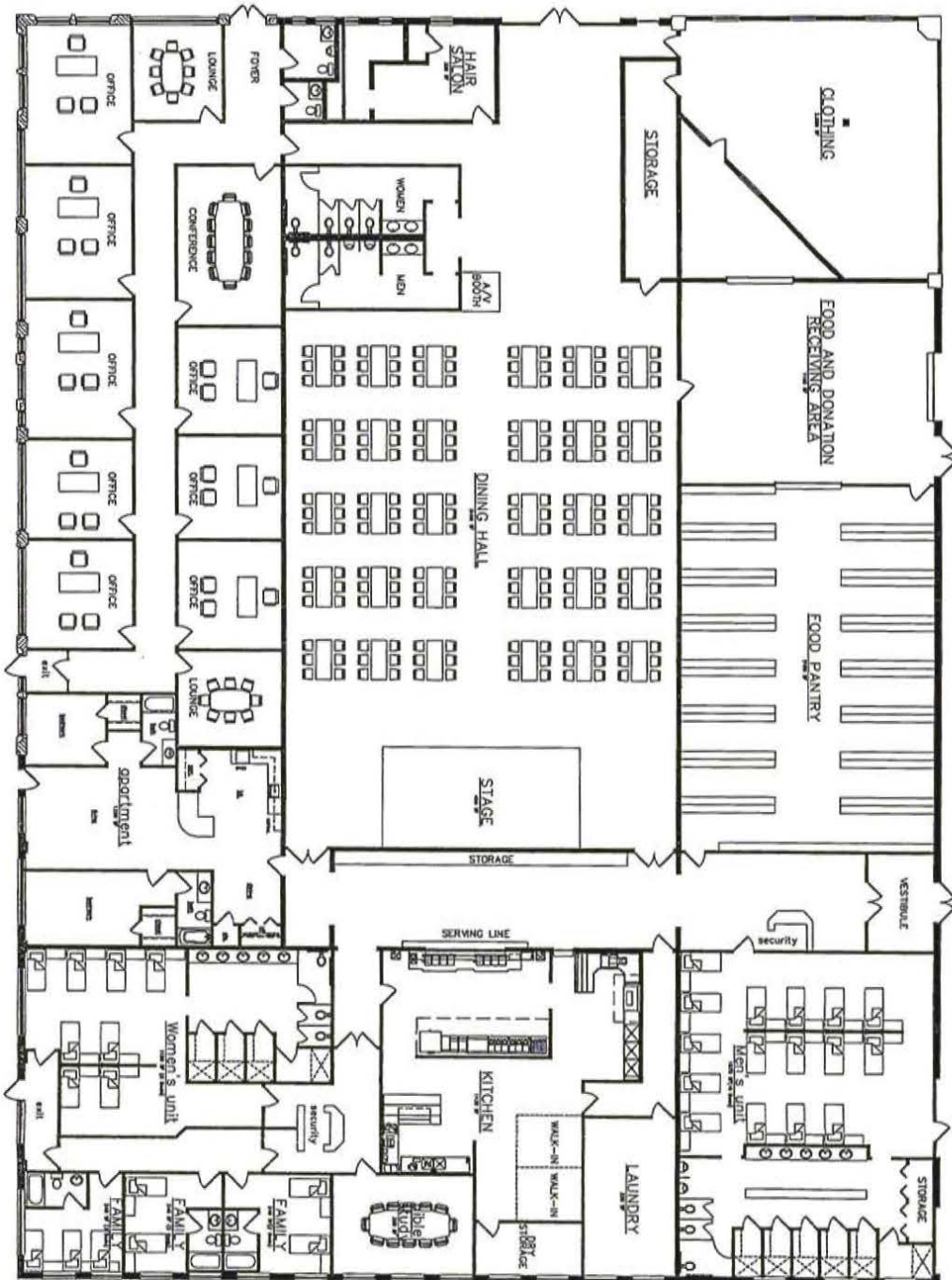
Restrooms serving the Dining Hall
Finishes for the Kitchen area
HVAC serving the Dining Hall & Kitchen areas
Completion of the fire sprinkler system in the remainder of the building

Excluded are the following:

Dining hall ceilings & HVAC ductwork.
Ceilings & ductwork will add approximately \$ 42,000

Phase 3 **\$ 180,000**

Kitchen food service equipment, cabinets, etc.





 1 FLOOR PLAN

 ASB

 SCALE 1/8" = 1'-0"

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SHAWNEE POLICE DEPARTMENT

Master Address Index

Detail Page

16 W 9TH ST
SHAWNEE, OK 74801

Exhibit B

Common Name **SHAWNEE RESCUE MISSION HOMELESS SHELTER**

Digits **204**

Prefix **N**

Street **LOUISA**

Type **AVE**

Suffix

Apt / Ste

City **SHAWNEE**

State **OK**

Zip Code **74801-**

CAUTIONS

Date Expires Caution Type

- none -

CONTACTS

Relation Name Address Telephone #

COMMENTS

INVOLVEMENT HISTORY

Date	Module	Reference #
03/28/2012	ARR	12-01654
03/28/2012	INC	12-01654
03/08/2012	INC	12-01278
02/24/2012	INC	12-01039
01/19/2012	INC	12-00348
12/12/2011	INC	11-06545
02/16/2011	MNI	WORCESTER
11/27/2006	INC	06-06018
11/07/2006	INC	06-05718
11/07/2006	MNI	LAMAR INDUSTRIES
11/07/2006	MNI	GILBERT
12/22/2003	MNI	THURMAN
01/21/2002	INC	02-359
01/21/2002	MNI	MILLER

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OCT 01 2012

PLANNING / CODE

SHAWNEE POLICE DEPARTMENT

Master Address Index

Detail Page

16 W 9TH ST
SHAWNEE, OK 74801

Exhibit C

Common Name

Digits **419**

Prefix **W**

Street **9TH**

Type **ST**

Suffix

Apt / Ste

City **SHAWNEE**

State **OK**

Zip Code **74801**

CAUTIONS

Date

Expires

Caution Type

- none -

CONTACTS

Relation

Name

Address

Telephone #

COMMENTS

INVOLVEMENT HISTORY

Date	Module	Reference #
06/05/2012	MNI	HAWKS
03/31/2012	MNI	NAPPA
02/07/2012	MNI	NAPPA
11/19/2011	MNI	HAWKS
11/19/2011	MNI	HAWKS
11/12/2011	MNI	HAWKS
11/12/2011	MNI	HAWKS
04/18/2011	INC	11-01931
04/18/2011	MNI	HASSEN
03/02/2011	INC	11-01015
03/02/2011	MNI	NAPPA
04/06/2010	MNI	WATSON
03/31/2010	MNI	WATSON
03/31/2010	MNI	WATSON
03/31/2010	MNI	WATSON
01/26/2010	MNI	NAPPA
01/26/2010	MNI	NAPPA
01/26/2010	MNI	NAPPA
01/26/2010	MNI	NAPPA
01/26/2010	MNI	NAPPA
09/26/2009	MNI	NAPPA
09/26/2009	INC	09-04934
09/26/2009	MNI	NAPPA
07/09/2009	INC	09-03415

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OCT 01 2012

PLANNING / CODE

SHAWNEE POLICE DEPARTMENT

Master Address Index Detail Page

16 W 9TH ST
SHAWNEE, OK 74801

Common Name					
Digits 419	Prefix W	Street 9TH	Type ST	Suffix	Apt / Ste SPD
City SHAWNEE		State OK	Zip Code 74801-		

CAUTIONS

Date	Expires	Caution Type
- none -		

CONTACTS

Relation	Name	Address	Telephone #
----------	------	---------	-------------

COMMENTS

INVOLVEMENT HISTORY

Date	Module	Reference #
02/22/2012	INC	12-01008
01/05/2012	INC	12-00086

INVOLVEMENT HISTORY

Date	Module	Reference #
07/09/2009	MNI	NAPPA
07/07/2009	ARR	09-03390
07/07/2009	INC	09-03390
01/24/2009	INC	09-00404
01/24/2009	MNI	NAPPA



SHAWNEE POLICE DEPARTMENT				Page 1		Case No. 10-00452					
				Beat	Rpt Dist C	Type: Incident					
Crime / Incident INFORMATION ONLY INFORMATION REPORT				Attempt ☐	Occurred	Date		Day			
					On or From	01/26/2010 10:12:00		Tue			
Location of Incident N LOUISA AVE, SHAWNEE, OK				To							
				Reported		01/26/2010 10:12:00		Tue			
Dispo "V" = Victim "RP" = Reporting Party "W" = Witness "S" = Suspect / Arrestee "O" = Other											
S	Name NAPPA, MARY ZAHEA			Race W	Sex F	Age 47	HT 505	WT 135	Hair BLK	Eyes BRO	Home Phone (405) 273-4373 -
Address 419 W 9TH ST				DOB 01/31/1962		DL Number 22331740			State OK	Work Phone	
City, State, Zip Code SHAWNEE OK 74801				SSN		Local ID #			State # 22661740 TX		FBI #
V	Name CITY OF SHAWNEE,			Race	Sex	Age 00	HT	WT	Hair	Eyes	Home Phone
Address 16 W 9TH ST				DOB		DL Number			State	Work Phone	
City, State, Zip Code SHAWNEE OK 74801				SSN		Local ID #			State #		FBI #
	Name ()			Race	Sex	Age	HT	WT	Hair	Eyes	Home Phone
Address				DOB		DL Number			State	Work Phone	
City, State, Zip Code				SSN		Local ID #			State #		FBI #
	Name ()			Race	Sex	Age	HT	WT	Hair	Eyes	Home Phone
Address				DOB		DL Number			State	Work Phone	
City, State, Zip Code				SSN		Local ID #			State #		FBI #
Synopsis :											
SOLVABILITY	any eye witnesses N				Continuation Attached : ☐		PropertyList Attached : ☐		Property Damage \$: \$0.00		
	any video N				UCR : 9999		Press Release : ☐		Domestic Violence Case : ☐		
	evidence left at scene N				Gang Related : N		Hate Crime : ☐		Victim Senior Citizen : ☐		
	fingerprints N				Pursuit : ☐		Force Used : ☐		Child Abuse : ☐		
	suspects named N				Disposition : CHAR						
	statements obtained N										
PHOTOS N				Solvability Point Total : 0							
SUSPECT ARRESTED N				Connecting Case #							
				Assigned To : _____ Date : _____							
Officer ID : CPL SHAWN PARSONS 0027						Reviewed By :			Date :		



SHAWNEE POLICE DEPARTMENT

Page

2

Case No.

10-00452

Type:

Incident

Crime / Incident

Attempt

INFORMATION ONLY INFORMATION REPORT**Narrative Report**

ON 01/26/10 AT APPROX. 1012, I WAS DISPATCHED TO 9TH ST AND LOUISA AVE IN SHAWNEE, OK., POTTAWATOMIE COUNTY IN REFERENCE TO A DISTURBANCE IN PROGRESS. UPON ARRIVAL, I OBSERVED MARY NAPPA HITTING THE SIDE OF PASSING CARS WITH HER FIST AND RUNNING UP AND OWN 9TH ST CHASING CARS. CARS WERE STOPPING AND SPEEDING OFF TRYING TO GET AWAY. MAY WAS YELLING. I MADE CONTACT WITH MARY AT THAT LOCATION. MARY WAS ATTEMPTING TO GET INTO A VEHICLE WHICH HAD A DOG INSIDE. MARRY WAS UPSET THAT THE DOG WAS LEFT UNATTENDED. THE OWNER OF THE VEHICLE WAS INSIDE THE BUSINESS WATCHING THE VEHICLE AND THE DOG. MARY BECAME VERY AGITATED WITH ME STATING "YOU'RE GONNA LET THAT DOG DIE." MARY BEGAN CUSSING ME AND POINTING HE FINGER IN MY FACE. I NEVER WAS ABLE T O GET MARY TO CALM DOWN. I HAD TO FINALLY RESTRAIN MARY TO GET HER UNDER CONTROL. MARY ASKED ME TO SPANK HER 3 TIMES ON THE BUTTOCKS. MARY APPARENTLY HAD SOME MENTAL PROBLEMS. I PLACED MARY UNDER ARREST FOR DISTURBING THE PEACE. I TRANSPORTED MARY TO PCPSC. MARY SAID HER SSN WAS 666 THE MARK OF THE BEAST. MARY BOOKED ON MUNICIPAL CHARGE DISTURBING THE PEACE. I ISSUED CITATION # 149857 TO MARY.

Officer ID : **CPL SHAWN PARSONS****0027**

Reviewed By :

Date :



SHAWNEE POLICE DEPARTMENT				Page 1		Case No. 12-01721					
				Beat	Rpt Dist DELTA	Type: assault and battery					
Crime / Incident TITLE 21 SEC 645 ADW - ASSAULT AND BATTERY W/				Attempt ☐	Occurred	Date		Day			
					On or From	03/31/2012 09:04:53		Sat			
Location of Incident W MAIN ST, SHAWNEE, OK				To							
				Reported		03/31/2012 09:04:53		Sat			
Dispo "V" = Victim "RP" = Reporting Party "W" = Witness "S" = Suspect / Arrestee "O" = Other											
S	Name NAPPA, MARY ZAHEA			Race W	Sex F	Age 50	HT 505	WT 150	Hair BLK	Eyes BRO	Home Phone (405) 273-4373 -
Address 419 W 9TH ST				DOB 01/31/1962		DL Number 22331740		State TX	Work Phone		
City, State, Zip Code SHAWNEE OK 74801				SSN		Local ID #		State # B999971480		FBI #	
V	Name STATE OF OKLAHOMA,			Race U	Sex U	Age 00	HT	WT	Hair	Eyes	Home Phone
Address 16 W 9TH ST				DOB		DL Number		State	Work Phone (405) 273-2121 -		
City, State, Zip Code SHAWNEE OK 74801				SSN		Local ID #		State #		FBI #	
V	Name GALVAN, JOSEPH JAMES			Race W	Sex M	Age 43	HT 511	WT 170	Hair BRO	Eyes BLU	Home Phone (405) 434-9059 -
Address 830 N CHAPMAN AVE				DOB 06/29/1968		DL Number R083146830		State OK	Work Phone		
City, State, Zip Code SHAWNEE OK 74801				SSN		Local ID #		State #		FBI #	
	Name ()			Race	Sex	Age	HT	WT	Hair	Eyes	Home Phone
Address				DOB		DL Number		State	Work Phone		
City, State, Zip Code				SSN		Local ID #		State #		FBI #	
Synopsis :											
SOLVABILITY	any eye witnesses				N	Continuation Attached : ☐		Property List Attached : ☐		Property Damage \$: \$0.00	
	any video				N	UCR : 04C		Press Release : ☐		Domestic Violence Case : ☐	
	evidence left at scene				N	Gang Related : N		Hate Crime : ☐		Victim Senior Citizen : ☐	
	fingerprints				N	Pursuit : ☐		Force Used : ☐		Child Abuse : ☐	
	suspects named				N						
	statements obtained				N						
	PHOTOS				N						
	SUSPECT ARRESTED				N						
					N						
					N						
						Solvability Point Total : 0		Disposition : CHAR			
								Connecting Case #			
Assigned To : _____ Date : _____											
Officer ID : CPL CHRIS TYNES 0040						Reviewed By :				Date :	



SHAWNEE POLICE DEPARTMENT	Page 2	Case No. 12-01721
		Type: assault and battery
Time / Incident TITLE 21 SEC 645 ADW - ASSAULT AND BATTERY W/	Attempt ☐	Narrative Report

CASE# 12-01721

SHAWNEE POLICE DEPARTMENT SUPPLEMENTAL REPORT

ON 3-31-12 AT APPROXIMATELY 0904 HOURS, LT. MASON WILSON AND I WERE INTERVIEWING 2 JUVENILE SUBJECTS AT MAIN AND MARKET. WHILE TALKING WITH THE JUVENILES WE HEARD THE SOUND OF A RACING ENGINE. WHEN I LOOKED TO THE WEST I SAW A BLACK PICKUP TRAVELING AT A HIGH RATE OF SPEED TOWARD US. I WOULD ESTIMATE THE SPEED OF THE PICKUP TO BE BETWEEN 70 TO 80 M.P.H. THE DRIVER OF THE PICKUP BEGAN SWERVING FROM SIDE TO SIDE. AS THE PICKUP GOT CLOSER TO LT. WILSON AND ME THE PICKUP SWERVED TOWARD US. LT. WILSON AND I MOVED TOWARD THE CURB TO GET OUT OF THE PICKUP'S WAY. WHEN THE PICKUP PASSED US LT. WILSON RAN TO HIS PATROL CAR AND PURSUED THE PICKUP.

WHEN THE PICKUP GOT TO MAIN AND BEARD IT CAME TO AN ABRUPT STOP AND A WHITE FEMALE JUMPED OUT OF THE PASSENGER SIDE. THE PICKUP THEN TOOK OFF AT A HIGH RATE OF SPEED AND WENT NORTH ONTO BEARD FROM MAIN. I NOTIFIED DISPATCH THAT LT. WILSON WAS IN PURSUIT OF THE

BLACK PICKUP GOING NORTH ON BEARD FROM MAIN. I MADE CONTACT WITH THE WHITE FEMALE PASSENGER OF THE PICKUP. SHE TOLD ME THE FEMALE DRIVING THE PICKUP CAME OUT OF HER HOUSE AT 9TH AND KICKAPOO AND JUMPED INTO THE DRIVER'S SEAT AND SPED OFF. SHE TOLD ME SHE DOES

NOT KNOW THE FEMALE DRIVER OF THE PICKUP. SHE WAS NOT VERY COOPERATIVE AND WALKED AWAY AS I WAS TALKING TO HER. I THEN GOT INTO MY PATROL CAR AND WENT TO ASSIST LT. WILSON WHO

HAD THE SUSPECT AT GUN POINT IN THE ALLEYWAY BETWEEN MAIN AND 9TH STREET JUST OFF OF BROADWAY. WHEN I ARRIVED AT THAT LOCATION I HELPED PLACE THE SUSPECT UNDER ARREST. THE DRIVER WAS LATER IDENTIFIED AS, MARY NAPPA. THE INCIDENT TOOK PLACE IN THE CITY OF

SHAWNEE, POTTAWATOMIE COUNTY, STATE OF OKLAHOMA.

SHAWNEE POLICE DEPARTMENT

NARRATIVE

CASE NUMBER: 12-1721

DATE: 03/31/2012

TIME: 0904

BY: LT. M.D. WILSON #9

ON MARCH 31, 2012 AT 0904, LT. WILSON WAS ASSISTING CPL. TYNES ON A CALL AT MAIN AND MARKET STREET. CPL. TYNES AND LT. WILSON WERE STANDING AT THE EDGE OF THE STREET TALKING TO TWO JUVENILES WHO WERE SUSPECTED OF A BURGLARY. OFFICERS HEARD THE SOUND OF A RACING ENGINE AND LOOKED OVER TO SEE A BLACK PICKUP TRAVELING EAST ON MAIN STREET FROM KICKAPOO STREET. THE PICKUP WAS TRAVELING BETWEEN 70-80 MPH WHICH IS A CONSERVATIVE ESTIMATE. THE DRIVER OF THE PICKUP BEGAN SWERVING FROM SIDE TO SIDE AND IT APPEARED THE PICKUP WAS ABOUT TO FLIP. THE PICKUP SWERVED TOWARD CPL. TYNES AND LT. WILSON AS THEY ATTEMPTED TO MOVE OUT OF HARM'S WAY.

Officer ID: CPL CHRIS TYNES	0040	Reviewed By :	Date :
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SHAWNEE POLICE DEPARTMENT		Page 3	Case No. 12-01721
			Type: assault and battery
Name / Incident TITLE 21 SEC 645 ADW - ASSAULT AND BATTERY W/		Attempt ☐	Narrative Report

LT. WILSON RAN TO POLICE VEHICLE TO INITIATE PURSUIT OF THE PICKUP. THE DRIVER OF THE PICKUP SLID SIDWAYS TO A STOP IN THE MIDDLE OF THE MAIN STREET JUST WEST OF BEARD STREET.

A FEMALE PASSENGER JUMPED OUT OF THE PICKUP AND RAN TO THE SIDE OF THE STREET. THE PICKUP SPED AWAY AT A HIGH RATE OF SPEED. LT WILSON CHASED THE VEHICLE EAST ON BEARD STREET AND THEN NORTH ON BEARD STREET. THE PURSUIT CONTINUED EAST IN THE ALLEY AND THE PICKUP HIT A TREE JUST WEST OF BROADWAY AND BETWEEN 9TH STREET AND MAIN STREET. THE DRIVER JUMPED OUT OF THE PICKUP AND LAID FACE DOWN IN THE GRASS WITH ARMS AND LEGS SPREAD. CPL. TYNES BRIEFLY TALKED TO THE PASSENGER OF THE TRUCK WHO ADVISED SHE HAD BEEN KIDNAPPED BY THE DRIVER. THE DRIVER WAS IDENTIFIED AS MARY NAPPA.

OFFICERS FOUND THAT THE PICKUP WAS RUNNING IN THE ALLEY OF THE 500 BLOCK OF NORTH LOUISA. TWO MALE SUBJECTS WERE WORKING ON THE VEHICLE AND A FEMALE WAS SITTING IN THE PASSENGER SEAT. MARY NAPPA WAS WALKING DOWN THE ALLEY AND JUMPED INTO THE RUNNING PICKUP AND SPED AWAY WITH THE FEMALE PASSENGER STILL INSIDE THE PICKUP. THE OWNER OF THE TRUCK HAD JUST BOUGHT THE TRUCK FROM AN INDIVIDUAL AND DID NOT HAVE PAPERWORK TO PROVE OWNERSHIP. THE TRUCK WAS IMPOUNDED USING AAAA WRECKER SERVICE UNTIL THE OWNER COULD VERIFY OWNERSHIP. THE FEMALE PASSENGER COULD NOT BE LOCATED AFTER THE INCIDENT AND HER IDENTITY WAS NOT FOUND. THE TWO MALES WORKING ON THE TRUCK ADVISED SHE WAS ONLY AN ACQUAINTANCE. MARY NAPPA WAS ARRESTED FOR ASSAULT WITH A DANGEROUS WEAPON AND TRANSPORTED TO THE POTTAWATOMIE COUNTY SAFETY CENTER. THE INCIDENT TOOK PLACE IN THE CITY OF SHAWNEE, POTTAWATOMIE COUNTY.

LT. MASON WILSON #9

Officer ID : CPL CHRIS TYNES	0040	Reviewed By :	Date :
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SHAWNEE POLICE DEPARTMENT				Page 1		Case No. 12-00734			
				Beat	Rpt Dist REAC	Type: narcotics			
Crime / Incident TITLE 63 SEC 2-402.A				Attempt ☐	Occurred	Date		Day	
					On or From	02/07/2012 13:39:56		Tue	
Location of Incident 4981 N HARRISON AVE # 117, SHAWNEE, OK					To				
					Reported	02/07/2012 13:39:56		Tue	
Dispo "V" = Victim "RP" = Reporting Party "W" = Witness "S" = Suspect / Arrestee "O" = Other									
S	Name NAPPA, MARY ZAHEA	Race W	Sex F	Age 50	HT 505	WT 135	Hair BLK	Eyes BRO	Home Phone
Address 419 W 9TH ST		DOB 01/31/1962		DL Number 22331740			State TX	Work Phone	
City, State, Zip Code SHAWNEE OK 74801		SSN		Local ID #			State # 22661740 TX		FBI #
V	Name STATE OF OKLAHOMA,	Race U	Sex U	Age 00	HT	WT	Hair	Eyes	Home Phone
Address 325 N BROADWAY ST		DOB		DL Number			State	Work Phone (405) 273-2121 -	
City, State, Zip Code SHAWNEE OK 74801		SSN		Local ID #			State #		FBI #
RP	Name TAYLOR, JOHN DAVID	Race W	Sex M	Age 28	HT 602	WT 160	Hair BRO	Eyes BRO	Home Phone (405) 598-5811 -
Address 1814 E 11TH ST		DOB 01/24/1984		DL Number E000006285			State OK	Work Phone	
City, State, Zip Code SHAWNEE OK 74801		SSN		Local ID #			State #		FBI #
	Name ()	Race	Sex	Age	HT	WT	Hair	Eyes	Home Phone
Address		DOB		DL Number			State	Work Phone	
City, State, Zip Code		SSN		Local ID #			State #		FBI #
Synopsis :									
SOLVABILITY	any eye witnesses N				Continuation Attached : ☐		PropertyList Attached : ☐		Property Damage \$: \$0.00
	any video N				UCR : 18PB		Press Release : ☐		Domestic Violence Case : ☐
	evidence left at scene N				Gang Related : N		Hate Crime : ☐		Victim Senior Citizen : ☐
	fingerprints N				Pursuit : ☐		Force Used : ☐		Child Abuse : ☐
	suspects named N								
	statements obtained N				Disposition : PEND				
	PHOTOS N				Solvability Point Total : 0				
	SUSPECT ARRESTED N				Connecting Case #				
				Assigned To : _____ Date : _____					
Officer ID : CPL AARON LASTER 0064					Reviewed By :			Date :	



SHAWNEE POLICE DEPARTMENT		Page 2	Case No. 12-00734
			Type: narcotics
Crime / Incident TITLE 63 SEC 2-402.A		Attempt ☐	Narrative Report

ON 2-7-12 AT APPROX 1339 HOURS I WAS DISPATCHED TO 4981 NORTH HARRISON (MOTEL 6) IN SHAWNEE OKLAHOMA, POTTAWATOMIE COUNTY 74804 IN REGARDS TO AN UNCONSCIOUS FEMALE. DISPATCH STATED THAT THE UNCONSCIOUS FEMALE WAS LOCATED IN ROOM # 117. I MADE CONTACT WITH A JOHN TAYLOR OUTSIDE OF ROOM 117. I ASKED JOHN IF HE KNEW THE UNCONSCIOUS FEMALE AND IF HE WAS IN THE ROOM WITH HER AT ANY TIME. JOHN STATED THAT HE DID KNOW THE FEMALE AND THAT HE WAS NOT IN THE ROOM WAS RENTED BY A CHARLES PRINCE. I WENT CONTACT WITH CORPORALS C TYNES AND A. LASTER. A. LASTER STATED THAT HE OBSERVED AN UNLABELED RX BOTTLE WITH 8 BLUE IN COLOR PILLS ON THE TOP OF MARYS PURSE IN PLAIN VIEW WHILE SEARCHING FOR ID ON MARY (THE UNCONSCIOUS FEMALE). ADDITIONALLY A GLASS JAR WITH A CRYSTALLINE SUBSTANCE WAS FOUND IN THE PURSE ALONG WITH A GLASS PIPE WITH BLACK AND WHITE RESIDUE FOUND ON THE BED NEXT TO WHERE MARY WAS LAYING. I GATHERED ALL EVIDENCE. THE STAFF OF MOTEL 6 SECURED THE ROOM ALONG WITH THE REMAINING ITEMS LEFT IN IT.

I RETURNED TO 16 WEST 9TH ST. I FIELD TESTED THE CRYSTALLINE SUBSTANCES FOUND A GLASS AR WHICH TESTED POSITIVE FOR AMPHETAMINES. I FIELD TESTED THE RESIDUE IN THE GLASS PIPE WHICH TESTED POSITIVE FOR AMPHETAMINES/ I FIELD TEST THE PILLS IN THE RX BOTTLE WHICH DID NOT TEST POSITIVE ON ANY TESTS GIVEN. I LABELED THE EVIDENCE AND SUBMITTED IT TO THE OSBI BIN FOR FURTHER TESTING. WILL FORWARD TO THE DISTRICT ATTORNEYS OFFICE FOR AFFIDAVIT FOR ARREST.

A. LASTER SUPPLEMENT REPORT

ON 7 FEB 2012 AT APPROX 1339 HOURS I WAS TRAINING PTL R RUIZ & WAS DISPATCHED TO 4981 N HARRISON AVE (MOTEL 6) IN SHAWNEE OK IN REFERENCE TO AN UNRESPONSIVE FEMALE & TO ASSIST MEDICAL. I MADE CONTACT W/ A WHITE /MALE, BLONDE HAIR WEARING A BLACK HAT ATER IDENTIFIED AS JOHN TAYLOR. I NOTICED HE WAS OUTSIDE ROOM #117 & ASKED IF HE WAS WITH THE UNCONSCIOUS FEMALE. JOHN SAID YES & SAID HE COULDN'T OPEN THE DOOR. JOHN THEN ATTEMPTED TO LEAVE AS FIRE DEPARTMENT & EMERG. MEDICAL SERVICES ARRIVED. PTL R RUIZ GATHERS JOHN'S INFORMATION WHILE REACT (MEDICAL) & FIRE DEPARTMENT GAINED ENTRY TO THE PARTIALLY OPENED DOOR. I OBSERVED AN INDIAN FEMALE LYING IN THE BED IN THE FETAL POSITION. MEDICAL OFFICERS ATTEMPTED CONTACT BUT MARY (THE UNRESPONSIVE FEMALE) WOULD CURL BACK INTO THE FETAL POSITION NOT RESPONDING TO THEIR ATTEMPTS. I OBSERVED A PURSE IN A CHAIR BY A TABLE IN THE ROOM. I OBSERVED IN PLAIN SIGHT AN UNLABELED RX BOTTLE AT THE TOP OF THE CONTENTS OF THE PURSE WITH THE NUMBER 24 AT THE TOP OF THE PURSE. I THEN FOUND A CLEAR JAR WITH A BRASS LID CONTAINING A CRYSTALLINE SUBSTANCE. I ALSO FOUND THE WALLET CONTAINING AN OKLAHOMA ID TO MAY Z. NAPPA. ALL

Officer ID : CPL AARON LASTER	0064	Reviewed By :	Date :
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SHAWNEE POLICE DEPARTMENT		Page 3	Case No. 12-00734
			Type: narcotics
Crime / Incident TITLE 63 SEC 2-402.A		Attempt ☐	Narrative Report

ITEMS DESCRIBED WERE FOUND IN THE PURSE. AS REACT ESCORTED MARY FROM ROOM AND TRANSPORTED HER. I THEN OBSERVED A GLASS PIPE WITH A WHITE & BLACK IN COLOR RESIDUE INSIDE THE PIPE, LYING ON THE BED NEXT TO WHERE MARY WAS LYING. PTL R RUIZ IDENTIFIED THAT THE ROOM (#117) WAS REGISTERED TO A CHARLES PRINCE FROM COLUMBUS FALS MONTANA. I OBSERVED PTL R RUIZ COLLECT THE RX BOTTLE MARKED "24" CONTAINING A CRYSTAL SUBSTANCE. I OBSERVED PTL R RUIZ LOG ALL ITEMS INTO THE SHAWNEE POLICE DET. EVIDENCE LOCKER # OSBI BIN.

Officer ID : CPL AARON LASTER	0064	Reviewed By :	Date :
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SHAWNEE POLICE DEPARTMENT				Page 1		Case No. 11-02738					
				Beat 02	Rpt Dist CHAR	Type: larceny					
Crime / Incident TITLE 21 SEC 1435.2 THEFT FROM A VEHICLE				Attempt ☐	Occurred	Date		Day			
Location of Incident 26 E RIDGEWOOD ST, SHAWNEE, OK					On or From	05/29/2011 15:45:00		Sun			
					To						
					Reported	05/29/2011 15:45:00		Sun			
Dispo "V" = Victim "RP" = Reporting Party "W" = Witness "S" = Suspect / Arrestee "O" = Other											
S	Name NAPPA, MARY ZAHEA			Race W	Sex F	Age 49	HT 505	WT 135	Hair BLK	Eyes BRO	Home Phone (405) 273-4373 -
	Address 5001 CONVICT HILL # 212			DOB 01/31/1962		DL Number 22331740			State TX	Work Phone	
City, State, Zip Code AUSTIN TX 78749			SSN		Local ID #		State # 22661740 TX		FBI #		
V	Name BALL, DANNY WAYNE			Race W	Sex M	Age 48	HT 509	WT 165	Hair BRO	Eyes GRN	Home Phone (405) 273-4591 -
	Address 1819 N BROADWAY AVE			DOB 08/31/1962		DL Number J082034261			State OK	Work Phone	
City, State, Zip Code SHAWNEE OK 74804			SSN		Local ID #		State # K081612553		FBI #		
	Name ()			Race	Sex	Age	HT	WT	Hair	Eyes	Home Phone
	Address			DOB		DL Number			State	Work Phone	
City, State, Zip Code			SSN		Local ID #		State #		FBI #		
	Name ()			Race	Sex	Age	HT	WT	Hair	Eyes	Home Phone
	Address			DOB		DL Number			State	Work Phone	
City, State, Zip Code			SSN		Local ID #		State #		FBI #		
Synopsis :											
SOLVABILITY	any eye witnesses			N	Continuation Attached : ☐		Property List Attached : ☐		Property Damage \$: \$0.00		
	any video			N	UCR : 06XD		Press Release : ☐		Domestic Violence Case : ☐		
	evidence left at scene			N	Gang Related : N		Hate Crime : ☐		Victim Senior Citizen : ☐		
	fingerprints			N	Pursuit : ☐		Force Used : ☐		Child Abuse : ☐		
	suspects named			N	Disposition : OPEN						
	statements obtained			N							
	PHOTOS			N	Solvability Point Total : 0		Connecting Case #				
	SUSPECT ARRESTED			N	Assigned To : _____ Date : _____						
				N							
				N							
			N								
Officer ID : OFF MICHAEL HOBBS				Z0063				Reviewed By :		Date :	



SHAWNEE POLICE DEPARTMENT

Page

2

Case No.

11-02738

Type:

larceny

Incident

Attempt

TITLE 21 SEC 1435.2 THEFT FROM A VEHICLE

☐

Narrative Report

ON 05-29-11 AT APPROXIMATELY 1545 HOURS, I RESPONDED TO OKLAHOMA AND HIGHLAND IN REFERENCE TO LARCENY FROM A MOTOR VEHICLE. UPON ARRIVAL I MADE CONTACT WITH DANNY BALL. BALL STATED HE WAS IN HIS RESIDENCE AT 23 E RIDGEWOOD AND HIS NEIGHBOR YELLED FOR HIM AND SAID A WOMAN WAS IN HIS TRUCK. BALL STATED WHEN HE LOOKED OUT SIDE A LADY WITH A BLUE SHIRT WAS WALKING AWAY FROM HIS TRUCK. BALL'S NEIGHBOR (JOHN WALLACE) TOLD BALL HE SAW THE WOMAN (LATER IDENTIFIED AS MARY NAPPA) THROW SOMETHING IN A TRASH CAN ON THE SIDE OF THE STREET. BALL STATED HE CAUGHT UP TO MARY AT OKLAHOMA AND HIGHLAND AND WAITED FOR THE POLICE TO ARRIVAL. I MADE CONTACT

Officer ID : **OFF MICHAEL HOBBS**

Z0063

Reviewed By :

Date :



Exhibit D

Angel's Acres
205 N. Park
Shawnee, OK 74801
405/275-6444

RECEIVED

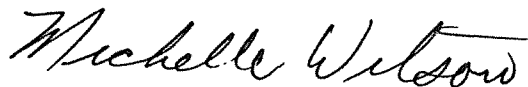
OCT 01 2012

PLANNING / CODE

To: Glen Blankenship
From: Michelle Wilson, Manager

Mr. Blankenship, I am writing this letter in support of the homeless shelter that is on 9th street. Angel's Acres Apartments is a HUD subsidized apartment complex for persons with disabilities. At no time since the shelter has been on 9th street have we had any problems with any of the people from there. The only time we have been aware of them has been a couple of times when they have come into the community building to use the vending machine or to do their laundry. None of our tenants have been approached about anything relating to sexual matters or anything illegal. The folks you are serving are in need of a new start and the only way they will get it is through organizations like yours. We feel as if the shelter would be a great asset to the community and look forward to working with you in any way that we can to help.

Please feel free to call me at 405/275-6444 if I can be of further assistance.



Michelle Wilson, Manager
Angel's Acres Apartments

WESTCHESTER
REALTY & MANAGEMENT, LLC

Exhibit D

To: Glen Blankenship
From: Rick Gowin

RECEIVED
OCT 01 2012
PLANNING / CODE

Mr. Blankenship, I am writing this letter in support of the homeless shelter that is on 9th street. As the managing agent for Angel's Acres Apartments, at no time since the shelter has been on 9th street have we had any problems with any of the people from there. Angel's Acres was built in 1985 for persons with disabilities. These disabilities include mental illness, developmental disabilities, or physical disabilities. In the early 1980's when Angel's Acres was trying to be built many of the same issues were raised prior to zoning. Many of our tenants were homeless at one point or would be if we weren't here and I support your efforts 100%.

In the time since you have opened on 9th street we have seen nothing negative that would give us concern as to the safety of our tenants or their visitors. We strongly support your moving forward to obtain zoning that would allow more services from your location and would be willing to assist you in any way possible.

Please feel free to call me at 405/275-3855 if I can be of further assistance.

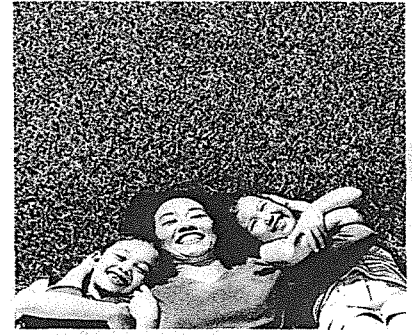
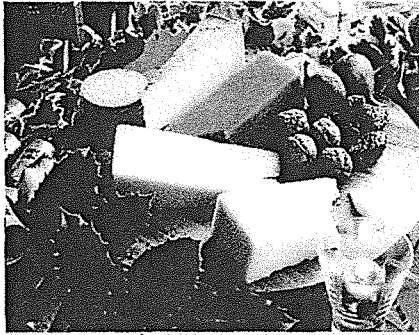


Rickey A Gowin, Managing Agent
Westchester Realty & Management, LLC

You

*Are Cordially Invited to an
Openhouse and Roundtable discussion*

At Shawnee Rescue Mission



WHEN: SEPTEMBER 30th

TIME: 2:00 to 4:00

WHERE: 204 N. Louisa

RECEIVED
OCT 6 / 2012
PLANNING / CODE

Shawnee Rescue Mission is meeting with residents within our neighborhood to introduce them to our services, to answer any questions you may have, and to discuss forming a neighborhood watch.

Please come join us and get the exciting vision

For more info please call 405.878.8700 www.shawneerescuemission.com

Community Standards for Emergency Homeless Shelters

In 2004, Oklahoma City experienced the opening of three homeless shelters that were not fit for human habitation, were a clear and present danger to their residents, created a nuisance for nearby property owners, and were an affront to the reputation for prudence and care of the legitimate homeless shelters in Oklahoma City. After working together to respond to the immediate crises represented by these "homeless warehouses," the executives of the legitimate homeless shelters in Oklahoma City determined to develop community standards for the operation of a homeless shelter. These standards were developed to give the public confidence in the care provided to the homeless by these organizations and better insight into what constitutes appropriate care for the homeless.

It should be noted that many of the organizations that contributed to developing this document have internal policies and procedures that are far more rigorous than the standards listed herein. Alternatively, some of the organizations that contributed will need to enhance their internal policies and procedures to meet these standards. The Homeless Alliance has committed its resources to building the capacity of all of Oklahoma City's legitimate shelters to meet these community standards.

The homeless shelter executives who came together to develop these standards include:

Reverend Glenn Cranfield	City Rescue Mission
Reverend Scott Allen	Grace Rescue Mission
David C. Nichols	Hand Up Christian Prison After Care
Jan Mercer	Jesus House
Suzanne Williams	Red Rock Behavioral Health Services
Major Ken Morris	Salvation Army
Ernie Potter	Salvation Army
Coretha Viney	Sunbeam Family Services
Bonnie McAffrey	Youth Services of Oklahoma County
Jan Peery	YWCA
Phyllis Franklin	YWCA

The standards contained herein address important issues that clearly relate to quality shelter services and facilities for the homeless. They provide flexibility for homeless shelters in meeting expectations, significant latitude to identify and organize their own priorities, and guidelines for providing services that are adaptable enough to meet their unique needs and those of the people they serve. The standards are centered around the people that are served by homeless shelters. They are organized around functions that are common to homeless shelters.

RECEIVED

OCT 01 2012

PLANNING / CODE

The intent of these standards is to build the capacity of all homeless shelters to best meet the needs of their residents. They carry no statutory authority, no funding component, and no regulatory power. Rather, these standards make clear what the shelter executives believe to be minimum principles for the care of the homeless in our community and should be used to educate the community on the needs of this population.

The governing authority for these standards is the shelter executives themselves, facilitated by the Homeless Alliance. The standards contained herein were arrived at by consensus and any changes, additions, deletions and/or amendments will be derived by the same body, using the same consensus building methodology.

Governance

Oklahoma City homeless shelters recognize that active, effective volunteer governing bodies are indispensable to the success of the shelter as a business entity. Further, good governance ensures that residents of the shelter receive the care they need and deserve. Finally, an effective governing body comprised of community volunteers who serve without compensation also ensures that employees of the shelter are treated fairly and given the tools they need to perform their functions.

- Homeless shelters have a clearly defined governance structure commensurate with their mission.
- The shelter's governance structure recognizes the requirements of the Internal Revenue Service and the Oklahoma Secretary of State for the operation of a nonprofit (where applicable).
- The shelter's governance structure and the names of those individuals responsible are freely available to the public.
- The shelter's governing body is described in a written document that contains:
 - organization's role and purpose
 - governing body's duties and responsibilities
 - process and criteria for selecting members of the governing body
 - governing body's organizational structure
 - relationship of responsibilities among those responsible for governing and any authority superior to the governing body (if such exists), the chief executive officer, and other appropriate leaders
 - definition of "conflicts of interest" and a means for resolving conflicts of interest
- Each shelter will have a written mission statement that clearly defines their role in the continuum of care serving the homeless.

Staff/Personnel

Oklahoma City homeless shelters often use a combination of paid professional staff and residents to perform the day-to-day work of caring for the homeless. Facilitating residents to do these jobs can often help teach the resident job skills as well as instill self esteem and a sense of accomplishment. The following standards can be adjusted to apply to the special position of the resident as employee of the shelter.

- Each shelter has written standards for staff that may include:
 - Required background checks for all paid staff
 - Required drug screening for all staff
 - Required pre-employment physical for staff
- Shelters may also have written standards for staff relating to age, education, training (CPR, First Aid), donor status, and proficiency in violence de-escalation techniques.
- Shelters will have a written substance abuse policy for both staff and residents.
- Shelters will maintain a staff-to-resident ratio that ensures the safety and security of both personnel and clients. Further, shelters will maintain adequate staffing levels to ensure program goals can be met.
- Where appropriate, shelters will maintain written job descriptions for all staff positions that clearly define roles and responsibilities of positions.
- Shelters will have written personnel policies, set by their governing structure, covering hiring and termination of employees. These policies will comply with all applicable federal and state regulations.
- Where appropriate, shelters will maintain personnel training manuals to facilitate the education and development of staff.

Finance

Oklahoma City Homeless Shelters are supported by the generosity of the community. Therefore, it is incumbent on the shelters to clearly demonstrate their stewardship of the funds donated by individuals and organizations to sustain their efforts. Most often, financial transparency is achieved through the periodic completion of independent CPA audits of an organization's financial transactions. Audits are expensive and time-consuming and some shelters have chosen to undergo the less rigorous process of a review in lieu of a full scope audit. The Accounting Review process provides oversight of financial transactions but does not enable the reviewer to express an opinion on whether financial statements are fairly presented and conform to generally accepted accounting principles. Effective, transparent financial accounting is critical to the community's understanding of the place of the shelter in our community.

- Each shelter accounts for its funds in accordance with generally accepted accounting principles (GAAP) published by the Financial Accounting Standards Board.
- Each shelter is audited periodically by an independent body. The shelter's governing Board determines the frequency of audits and the organization's response to any finding therein. Copies of the organization's most recent audit are freely available to the public.
- Each shelter annually provides the Internal Revenue Service an accounting of its revenue and expenses in the form of a tax return. Copies of completed tax returns are available to the public for inspection.
- Accounting standards, auditing requirements, and tax returns may be provided for the shelter by its governing authority.

Health

Protecting the health of residents and staff of the shelters is of paramount importance to the community. Because the health status of the homeless population is often compromised by poor diet, substance abuse, mental illness and other issues, establishing mechanisms to maintain residents' health will aid them in their journey toward secure housing. Further, staff at homeless shelters are often exposed to health risks brought in by residents and establishing policies and procedures to promote health serves to protect staff from unnecessary exposure. Effective policies governing health at the shelters are vital.

- Each shelter has written standards for the administration of medication. Where medications are dispensed by staff, the written standards comply with all applicable federal, state and local laws. Shelters that facilitate residents' self-administration of medication have written standards governing the shelter's role and the liability of shelter staff.
- Each shelter complies with the Oklahoma City-County Health Department's Tuberculosis Management and Prevention Protocols for Homeless Shelters. Those protocols provide for exceptions for shelters that don't, or don't normally, provide congregate sleeping arrangements, as well as exceptions for inclement weather. In addition, the protocols allow flexibility at the shelters to address issues of timing, availability, and transportation of residents.
- Shelters that provide health services to clients comply with all applicable provisions of the Health Insurance Portability and Accountability Act (HIPAA).
- Each shelter maintains an adequately stocked First Aid kit to respond to minor emergencies and provides staff reasonable training in its use.
- Shelters that provide food services comply with all applicable regulations for the preparation, storage and service of food. Shelter food preparation services are inspected regularly by the Oklahoma City-County Health Department and any and all findings are addressed expeditiously.

Safety

The community expects that all businesses will operate in way that preserves the safety, and security of its employees, customers and neighbors. Those expectations are often expressed as municipal codes and ordinances that set minimum standards for operation in our community. Emergency homeless shelters, like any other business, are held accountable for meeting these community expectations. Recognizing that housing large numbers of vulnerable people carries added responsibility for ensuring safety, emergency shelters in Oklahoma City will adopt the following minimum standards.

- Each shelter complies with all applicable municipal codes and ordinances for fire, safety and physical facility.
- Each shelter will develop and maintain a written disaster response and recovery plan. These plans include provisions for tiered responses concomitant to the level of disaster. All plans include provisions for evacuation, business resumption and periodic testing.
- Each shelter will investigate the feasibility of including fire suppression systems with any new construction or renovation. Where financially and operationally feasible, shelters will retrofit current structures with fire suppression systems.
- Each shelter will maintain a written policy governing the storage and use of toxic substances.
- Shelters' housekeeping and maintenance functions may be performed by paid staff, residents, contract service companies or some combination.
- Effective pest control will be maintained at each shelter.
- Each shelter will enforce a substance abuse policy covering residents, the facility and employees.

Resident Rights and Responsibilities

Emergency homeless shelters exist to serve their residents. For many shelters, building, or re-building, a resident's sense of self-esteem, dignity and self-worth is a step along the path to rebuilding their lives. Shelters may try to help residents achieve a greater sense of self-esteem by linking expanded privileges to expanded responsibilities. All shelters, however, recognize that every resident has intrinsic value and will be accorded basic human rights.

- *Confidentiality* – Shelter residents, like any private citizen, have a reasonable expectation of privacy and confidentiality. Shelter staff will not disclose the identity of residents without careful consideration and only in cases where the health and/or safety of the resident, other residents, or the community provide a compelling basis for the disclosure. Shelters will establish mechanisms to enable homeless residents to be contacted by interested family, friends or associates on a voluntary basis that preserves residents' privacy. Shelters cannot be held responsible for any breaches of residents' confidentiality that occur as the result of another resident's communications. At shelters where residents perform staff-like functions, professional shelter staff will work with resident-staff to ensure all residents' privacy is respected. At shelters where case management of residents takes place, it is often necessary to share residents' information with case managers at other service providers. Shelters will have appropriate safeguards in place to ensure data shared between service providers is done with the informed consent of the resident.
- *Smoking* – Where operationally feasible and practical, shelters will provide protected smoking areas for residents. Recognizing their obligation to be good neighbors in their respective communities, shelters will endeavor to provide smoking areas away from public view and off neighborhood common areas like sidewalks.
- *Secure storage* – Where operationally and financially feasible, shelters will provide secure storage facilities for their residents' belongings. In those cases where the shelter provides secure storage, access to the storage facilities will be strictly limited and each shelter will have some method for maintaining accountability of items stored.
- *Telephone* – Access to telephone communications can be critical to receiving services and maintaining the social network so important to recovery. Shelters will provide telephone access to residents as much as feasible. Telephone access can also be abused and shelters reserve the right to deny telephone access to residents when appropriate.

- *Service participation requirements* - Shelters may make provision of certain services contingent upon expressed standards for residents' behavior. Where shelters have service participation requirements, they will be clearly communicated to residents, in language they can understand and acknowledge.
- *Bars and bans* – Sometimes, in order to protect the health and safety of residents and staff, it may become necessary for a shelter to bar or ban an individual from accessing the shelter. Where shelters employ bars or bans, they will do so under the aegis of a clear, written policy that is available to residents upon request. Written policies governing the use of bars and bans will include some mechanism for appeal, as well as some mechanism to redress or make amends for the infraction or behavior that caused the ban. The policy may include descriptions of some behaviors for which there is no remedy.

Other Standards

- *Emergency overflow provisions* – It is occasionally necessary for a shelter to house more residents than preferable, for instance during seriously inclement weather. The Homeless Alliance recognizes that there needs to be a community response to the need for emergency overflow capacity in Oklahoma City homeless shelters. The Homeless Alliance will work in concert with shelter executives, city government and community leaders to devise an acceptable mechanism to provide emergency overflow capacity for the homeless in times of exceptional need.
- *Case management standards* – The Coalition for the Needy, an ad hoc group of Oklahoma City service providers to the homeless and very low income, have developed community standards for the provision of case management services. The standards were derived from the Code of Ethics of the National Association of Social Workers. Recognizing that quality case management can often provide the supports necessary to lift an individual or family out of homelessness, those emergency homeless shelters that provide case management services to residents will adopt the case management standards of the Coalition (Appendix A). Section 5.01 of the Case Management Code of Ethics forbids discrimination by case managers. Many homeless shelters in Oklahoma City limit the populations they serve to specific groups (e.g. youth only, women and children only, mentally ill only, Christian only, etc.). The shelter executives assert that case managers should not discriminate *within the population served by the shelter*, and will continue to limit the populations served by each shelter commensurate with the mission established for the shelter by its governing authority.
- *H.net/HMIS* – H.net/HMIS is a networked computer database system that enables the providers of services to homeless and very low income individuals to share data on shared clients. The system is administered by the Homeless Alliance with grants and oversight from the City of Oklahoma City and the U.S. Department of Housing and Urban Development. The Homeless Alliance will work closely with all emergency homeless shelters to customize H.net to suit their unique operational requirements, overcome any financial burdens implementation may place on a shelter, and provide training, implementation and ongoing technical assistance. *Only shelters accepting HUD funding are required to use H.net/HMIS.*
- *Good Neighbor Agreements* – Positive relationships with nearby property owners and the broader community are critical to successful shelter operations. The Homeless Alliance will assist any shelter that wishes to develop and negotiate “Good Neighbor Agreements” with local stakeholders. Good Neighbor Agreements clearly state what adjacent and nearby property owners can expect from an emergency homeless shelter and provide property owners with a mechanism to air their complaints and have them addressed timely in a cooperative atmosphere.

Enforcement and Capacity Building

Each shelter will be reviewed for compliance with these standards every two years. The review team will consist of three shelter directors supported by Homeless Alliance staff. The review team will complete a Shelter Standards Review form (Appendix B). The form may be completed by the agency being reviewed, by telephone interview, or by onsite interview, at the discretion of the review team and the leadership of the agency being reviewed.

Upon completion of the Shelter Standards Review form, the review team will compile a report for the Shelter Executives the report will detail all the items with which the reviewed agency is compliant. The report will also detail the items with which the reviewed agency is not compliant and include a Capacity Building Plan for the reviewed agency to achieve compliance. The Capacity Building Plan will be developed in consultation with the reviewed agency's volunteer and professional leadership.

The final report of the review team will be approved by the full Shelter Executives Group and the agency's volunteer and professional leadership prior to any release of information.

**Case Management
Code of Ethics**

Case Management Definition

Case management is a practice in which the service recipient is a partner to the greatest extent possible in accessing needs, obtaining services, treatments and supports, and in preventing and managing crisis. The individual/family and the practitioner plan, coordinate, monitor, adjust, and advocate for services and supports directed toward the achievement of the individualized, personal goals for community living (National Association of Case Management).

Ethical Standards

The following ethical standards are relevant to the professional activities of all case managers. These standards concern (1) case managers' ethical responsibilities to clients, (2) case managers' ethical responsibilities to colleagues, (3) case managers' ethical responsibilities in practice settings, (4) case managers' ethical responsibilities as professionals, (5) case managers' ethical responsibilities to the case management profession, and (6) case managers' ethical responsibilities to the broader society.

(The following ethical standards have been taken from the Code of Ethics of the National Association of Social Workers).

1. Case Managers' Ethical Responsibilities to the Case Work Profession

1.01 Integrity of the Profession

- (a) Case managers should work toward the maintenance and promotion of high standards of practice.
- (b) Case managers should uphold and advance the values, ethics, knowledge, and mission of the profession. Case workers should protect, enhance, and improve the integrity of the profession through appropriate study and research, active discussion, and responsible criticism of the profession.
- (c) Case managers should contribute time and professional expertise to activities that promote respect for the value, integrity, and competence of the casework profession.

2. Case Managers' Ethical Responsibilities to Clients

2.01 Commitment to Clients

Case managers' primary responsibility is to promote the well-being of clients.

2.02 Self-Determination

Case managers respect and promote the right of clients to assist clients in their efforts to identify and clarify their goals. Case managers may limit clients' right to self-determination when, in the case managers' professional judgment, clients' actions or potential actions pose a serious, foreseeable, and imminent risk to themselves or others.

2.03 Informed Consent

- (a) Case managers should provide services to clients only in the context of a professional relationship based, when appropriate, on valid informed consent.

(b) Case managers should take steps to ensure clients' comprehension when clients are not literate or have difficulty understanding the primary language used in the practice setting.

2.04 Competence

Case managers should provide services and represent themselves as competent only within the boundaries of their education, training, license, certification, consultation received, supervised experience, or other relevant experience.

2.05 Cultural Competence and Social Diversity

(a) Case managers should understand culture and its function in human behavior and society, recognizing the strengths that exist in all cultures.

(b) Case managers should have a knowledge base of their clients' cultures and be able to demonstrate competence in the provision of services that are sensitive to clients' cultures and to differences among people and cultural groups.

(c) Case managers should obtain education about and seek to understand the nature of social diversity and oppression with respect to race, ethnicity, national origin, color, sex, sexual orientation, age, marital status, political belief, religion, and mental or physical disability.

2.06 Conflicts of Interest

(a) Case managers should be alert to and avoid conflicts of interest that interfere with the exercise of professional discretion and impartial judgment. Case managers should inform clients when a real or potential conflict of interest arises and take reasonable steps to resolve the issue in a manner that makes the clients' interests primary and protects clients' interests to the greatest extent possible. In some cases, protecting clients' interests may require termination of the professional relationship with proper referral of the client.

(b) Case managers should not take unfair advantage of any professional relationship or exploit others to further their personal, religious, political, or business interests.

(c) Case managers should not engage in dual or multiple relationships with clients or former clients in which there is a risk of exploitation or potential harm to the client. In instances when dual or multiple relationships are unavoidable, case managers should take steps to protect clients and are responsible for setting clear, appropriate, and culturally sensitive boundaries. (Dual or multiple relationships occur when case managers relate to clients in more than one relationship, whether professional, social, or business. Dual or multiple relationships occur simultaneously or consecutively.)

(d) When case managers provide services to two or more people who have a relationship with each other (for example, couples, family members), case managers should clarify with all parties which individuals will be considered clients and the nature of case managers' professional obligations to the various individuals who are receiving services. Case managers who anticipate a conflict of interest among the individuals receiving services or who anticipate having to perform in potentially conflicting roles should clarify their role with the parties involved and take appropriate action to minimize any conflict of interest.

2.07 Privacy and Confidentiality

(a) Case managers should respect clients' right to privacy. Case managers should not solicit private information from clients unless it is essential to providing services or conducting case management evaluation. Once private information is shared, standards of confidentiality apply.

(b) Case managers may disclose confidential information when appropriate with valid consent from a client or person legally authorized to consent on behalf of a client.

(c) Case managers should protect the confidentiality of all information obtained in the course of professional service, except for compelling professional reasons. The general expectation that case managers will keep information confidential does not apply when disclosure is necessary to prevent serious, foreseeable, and imminent harm to a client or other identifiable person. In all instances, case managers should disclose the least amount of confidential information necessary to achieve the desired purpose; only information that is directly relevant to the purpose for which the disclosure is made should be revealed.

(d) Case managers should inform clients, to the extent possible, about the disclosure of confidential information and the potential consequences, when feasible before the disclosure is made. This applies whether case managers disclose confidential information on the basis of a legal requirement or client consent.

(e) Case managers should discuss with clients and other interested parties the nature of confidentiality and limitations of clients' rights to confidentiality. Case managers should review with clients circumstances where confidential information may be requested and where disclosure of confidential information may be legally required. This discussion should occur as soon as possible in the case manager-client relationship and as needed throughout the course of the relationship.

(f) Case managers should not discuss confidential information in any setting unless privacy can be ensured. Case managers should not discuss confidential information in public or semipublic areas such as hallways, waiting rooms, elevators, and restaurants.

(g) Case managers should protect the confidentiality of clients' written and electronic records and other sensitive information. Case managers should take reasonable steps to ensure that clients' records are stored in a secure location and that clients' records are not available to others who are not authorized to have access.

(h) Case managers should take precautions to ensure and maintain the confidentiality of information transmitted to other parties through the use of computers, electronic mail, facsimile machines, telephones and telephone answering machines, and other electronic or computer technology. Disclosure of identifying information should be avoided whenever possible.

(i) Case managers should transfer or dispose of clients' records in a manner that protects clients' confidentiality and is consistent with state statutes governing records.

(j) Case managers and agencies should comply with all HIPAA regulations. (www.hhs.gov/ocr/hipaa)

2.08 Access to Records

(a) Case managers should provide clients with reasonable access to records concerning the clients. Case managers who are concerned that clients' access to records could cause serious misunderstanding or harm to the client should provide assistance in interpreting the records and consultation with the client regarding the records.

(b) When providing clients with access to their records, case managers should take steps to protect the confidentiality of others identified or discussed in such records.

2.09 Sexual Relationships

Case managers should under no circumstances engage in sexual activities or sexual contact with current or former clients or clients' families.

2.10 Physical Contact

Case managers should not engage in physical contact with clients when there is a possibility of psychological harm to the client as a result of the contact (such as cradling or caressing clients). Case managers who engage in appropriate physical contact with the clients are responsible for setting clear, appropriate, and culturally sensitive boundaries that govern such physical contact.

2.11 Sexual Harassment

Case managers should not sexually harass clients. Sexual harassment includes unwelcome and unwarranted sexual advances, requests for sexual favors, and other verbal or physical conduct.

2.12 Derogatory Language

Case managers should not use derogatory language in their written or verbal communications to or about clients. Case managers should use accurate and respectful language in all communications to and about clients.

2.13 Clients Who Lack Decision-Making Capacity

When case managers act on behalf of clients who lack the capacity to make informed decisions, case managers should take reasonable steps to safeguard the interests and rights of those clients.

2.14 Interruption of Services

Case managers should make reasonable efforts to ensure continuity of services in the event that services are interrupted by factors such as unavailability, relocations, illness, disability, or death.

2.15 Termination of Services

- (a) Case managers should terminate services to clients and professional relationships with them when such services and relationships are no longer required or no longer serve the clients' needs or interests.
- (b) Case managers should take reasonable steps to avoid abandoning clients who are still in need of services. Case managers should withdraw services precipitously only under unusual circumstances, giving careful consideration to all factors in the situation and take care to minimize possible adverse effects. Case managers should assist in making appropriate arrangements for continuation of services when necessary.
- (c) Case managers who anticipate the termination or interruption of services to clients should notify clients promptly and seek the transfer, referral, or continuation of services in relation to the clients' needs and preferences.
- (d) Case managers who are leaving an employment setting should inform clients of appropriate options for the continuation of services and the benefits and risks of the options.

3. Case Managers Ethical Responsibilities to Colleagues

3.01 Respect

Case managers should treat colleagues with respect and should represent accurately and fairly the qualifications, views, and obligations of colleagues.

3.02 Confidentiality

Case managers should respect confidential information shared by colleagues in the course of their professional relationships and transactions. Case managers should ensure that such colleagues understand case managers' obligation to respect confidentiality and any exceptions related to it. The general expectation that case managers will keep information confidential does not apply when disclosure is necessary to prevent serious, foreseeable, and imminent harm to a client or other identifiable person.

3.03 Interdisciplinary Collaboration

Case managers who are members of an interdisciplinary team should participate in and contribute to decisions that affect the well-being of clients by drawing on the perspectives, values, and experiences of the case work profession. Professional and ethical obligations of the interdisciplinary team as a whole and of its individual members should be clearly established.

3.04 Consultation

Case managers should seek the advice and counsel of colleagues whenever such consultation is in the best interests of clients.

3.05 Referral for Services

Case managers should refer clients to other professionals when the other professionals' specialized knowledge or expertise is needed to serve clients fully or when case managers believe they are not being effective or making reasonable progress with clients and that additional service is required.

4. Case Managers' Ethical Responsibilities in Practice Settings

4.01 Continuing Education and Staff Development

Case manager administrators and supervisors should take reasonable steps to provide or arrange for continuing education and staff development for all staff for whom they are responsible. Continuing education and staff development should address current knowledge and emerging developments related to case work practice and ethics. Case managers in the Oklahoma City metro area should strive to participate in REACH, a collaborative training and network of area case managers.

5. Case Managers' Ethical Responsibilities as Professionals

5.01 Discrimination

Case managers should not practice, condone, facilitate, or collaborate with any form of discrimination on the basis of race, ethnicity, national origin, color, sex, sexual orientation, age, marital status, political belief, religion, or mental or physical disability.

5.02 Dishonesty, Fraud, and Deception

Case managers should not participate in, condone, or be associated with dishonesty, fraud, or deception.

5.03 Impairment

Case managers should not allow their own personal problems, psychosocial distress, legal problems, substance abuse, or mental health difficulties to interfere with their professional judgment and performance or to jeopardize the best interests of people for whom they have a professional responsibility.

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***AUDITED CASH BASIS FINANCIAL
STATEMENTS***

SHAWNEE RESCUE MISSION, INC.

SHAWNEE, OKLAHOMA

December 31, 2011

SHAWNEE RESCUE MISSION, INC.

SHAWNEE, OKLAHOMA

AUDITED CASH BASIS FINANCIAL STATEMENTS

December 31, 2011

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Independent Auditors' Report

To the Board of Directors
Shawnee Rescue Mission, Inc.
Shawnee, Oklahoma

We have audited the accompanying statement of assets and net assets – cash basis of Shawnee Rescue Mission, Inc. (the “Mission”) as of December 31 2011, and the related statement of revenues, expenses and changes in net assets – cash basis and the statement of functional expenses – cash basis for the year then ended. These financial statements are the responsibility of the Mission’s management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in Note 1, these financial statements were prepared on the basis of cash receipts and disbursements, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

In our opinion, the financial statements referred to above present fairly, in all material respects, the assets and net assets of the Mission as of December 31 2011, and its revenue and expenses for the year then ended, on the basis of accounting described in Note 1.

Bledsoe & Assoc., PLLC

Edmond, Oklahoma
March 17, 2012

STATEMENT OF ASSETS AND NET ASSETS - CASH BASIS

SHAWNEE RESCUE MISSION, INC.
SHAWNEE, OKLAHOMA

December 31, 2011

ASSETS

CURRENT ASSETS

Cash and cash equivalents	\$ <u>133,643</u>
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NET ASSETS

Unrestricted	\$ <u>133,643</u>
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See notes to cash basis financial statements.

STATEMENT OF REVENUES, EXPENSES, AND
CHANGES IN NET ASSETS - CASH BASIS

SHAWNEE RESCUE MISSION, INC.
SHAWNEE, OKLAHOMA

Year Ended December 31, 2011

REVENUES

Contributions	\$	<u>128,917</u>
NET RECEIPTS		128,917

EXPENSES

Program services	88,452
Administrative and general	<u>23,882</u>
TOTAL OPERATING DISBURSEMENTS	<u>112,334</u>

CHANGE IN NET ASSETS	16,583
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NET ASSETS AT JANUARY 1, 2011	<u>117,060</u>
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NET ASSETS AT DECEMBER 31, 2011	<u>\$ 133,643</u>
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See notes to cash basis financial statements.

STATEMENT OF FUNCTIONAL EXPENSES - CASH BASIS

SHAWNEE RESCUE MISSION, INC.

Year Ended December 31, 2011

	Program services	Administrative and general	Total
Benevolence - food	\$ 38,802	\$ -	\$ 38,802
Telephone and utilities	16,700	5,609	22,309
Equipment rental	11,595	-	11,595
Benevolence - gifts	11,271	-	11,271
Insurance	-	7,581	7,581
Benevolence - travel	5,880	-	5,880
Office - supplies	-	5,064	5,064
Professional fees	-	4,185	4,185
Benevolence - utilities	1,909	-	1,909
Repairs and maintenance	1,045	-	1,045
Benevolence - shelter	897	-	897
Benevolence - clothing	296	-	296
Office - postage	-	221	221
Benevolence - other	57	-	57
Other	-	1,222	1,222
	<u>\$ 88,452</u>	<u>\$ 23,882</u>	<u>\$ 112,334</u>

See notes to cash basis financial statements.

SHAWNEE RESCUE MISSION, INC.
SHAWNEE, OKLAHOMA

NOTES TO CASH BASIS FINANCIAL STATEMENTS

December 31, 2011

(1) **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Nature of Operations: Shawnee Rescue Mission, Inc. (the "Mission") is a community based non-profit organization located in Shawnee, Oklahoma that is funded by personal, private and public tax-free donations. The Mission works with local churches, businesses, organizations and with citizens in the Shawnee area as a community based effort to combat homelessness. In accordance with Christian principles, the Mission provides safety, physical and spiritual support services to anyone in need. The Mission assists individuals in becoming independent, dignified, and productive members of society.

Basis of Accounting: The Mission prepares its financial statements on a cash basis of accounting which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America ("GAAP"). Under this basis, cash receipts from donors or granting agencies are recognized as revenue at date of receipt, and cash payments are recognized as expenditures at date of payment. The cash basis differs from GAAP in that under the GAAP approach, revenues are recognized when earned and expenses are recognized when incurred.

Cash and Cash Equivalents: The Mission defines cash and cash equivalents as cash and investments having an original maturity of three months or less. The Mission had no cash equivalents at December 31, 2011.

Concentration: During 2011, all of the Mission's revenues were generated from cash donations received from individuals and businesses, primarily in the Shawnee, Oklahoma area.

The Mission maintains cash balances at First United Bank. From time to time, the accounts may exceed the limits insured by the Federal Deposit Insurance Corporation. Management does not consider this to be a significant risk.

Subsequent Events: Subsequent events have been evaluated through March 17, 2012, which is the date the financial statements were available to be issued.

(2) **GRANTS AND CONTRIBUTIONS**

The Mission has received approval for an Affordable Housing Grant in the amount of \$450,000 to be used in renovating a building at 9th and Louisa in Shawnee, Oklahoma that is used in the Mission's ongoing operations. As of December 31, 2011, the Mission has not expended or received any of these grant funds.

During 2011, the Mission received a \$100,000 grant from the Zarrow Foundation. The Mission received the funds but chose to return them to the Zarrow Foundation to hold on behalf of the Mission until it is at a point where it will be able to use the funds for their intended purpose.

SHAWNEE RESCUE MISSION, INC.
SHAWNEE, OKLAHOMA

NOTES TO CASH BASIS FINANCIAL STATEMENTS--CONTINUED

December 31, 2011

(2) **GRANTS AND CONTRIBUTIONS, CONTINUED**

As of December 31, 2011, the Mission was approved to receive \$8,700 of funding in 2012 from the United Way of Pottawatomie County to use in offsetting utilities expenses.

As of December 31, 2011, the Mission had approximately \$46,000 in pledges receivable from various individuals and businesses.

As the Mission's financial statements are presented on the cash basis, none of these grants, contributions, or pledges has been reflected in the accompanying financial statements.

(3) **RELATED PARTY TRANSACTIONS**

During 2011, the Mission received \$23,600 in donations from members of its Board of Directors.

During 2011, the Mission utilized a building located at 9th and Louisa in Shawnee, Oklahoma as part of its operations. The building is owned by Unity Health Group, whose president served on the Mission's Board of Directors for most of 2011. The Mission leased the building from Unity Health Group for a nominal annual fee.

(4) **DONATED GOODS AND SERVICES**

During 2011, the Mission received approximately \$598,000 of donated goods from Feed the Children to use in preparing meals and for giving to qualifying individuals.

During 2011, the Mission received approximately \$280,000 of donated goods from Oklahoma Regional Food Bank to use in preparing meals and for giving to qualifying individuals.

The Mission does not have any paid employees or Board members and relies on volunteers that donate their time to perform a variety of tasks that assist the Mission with its programs. The Mission does not record contributions of donated services as the Mission generally pays for all services requiring specific expertise.

SHAWNEE RESCUE MISSION, INC.
SHAWNEE, OKLAHOMA

NOTES TO CASH BASIS FINANCIAL STATEMENTS--CONTINUED

December 31, 2011

(5) **FIXED ASSETS**

The accompanying financial statements are presented on the cash basis. The Mission does have various fixed assets used in its operations that are not presented in the cash basis financial statements.

The Mission does track and depreciate its fixed assets, which had a net book value of approximately \$194,000 at December 31, 2011.

As discussed in Note 3 above, the Mission utilized a building located at 9th and Louisa in Shawnee, Oklahoma as part of its operations 2011 that is owned by Unity Health Group. As of December 31, 2011, the Mission was working with Unity and other interested parties to acquire the building. Although terms of the acquisition have not been finalized, management anticipates that the acquisition will be completed in 2012.

Exhibit H



P.O. Box 1261
Shawnee, OK 74802-1261
Bus: 405-664-6348

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To: City of Shawnee Planning Commission

Reference: Shawnee Rescue Mission

My name is J.R. Kidney I have been in the security business for about 18 years. Titan Security has had security officers at the Shawnee Rescue Mission for about the last month during the time the food bank is open. I have talked to my security officers and they have advised me they enjoy working at the Shawnee Rescue Mission and the people are friendly. My security officers work the allies and around the building. I have worked security at the municipal pool and see the homeless in the park. My friends that work security at the library say that the homeless are in there all the time and they have had to increase the security at the library. I have talked to Shawnee Police Department about the crime around the area of the Shawnee Rescue Mission and was advised there are 4 calls in one year around the Shawnee Rescue Mission. The Shawnee Rescue Mission is trying to help Shawnee and Pottawatomie County by giving the homeless a place to go day and night. I have taken my children to volunteer at the Shawnee Rescue Mission. My church volunteer's and I have served lunch at the Shawnee Rescue Mission with Project Safe. All of these organizations have all told me they feel safe at the Shawnee Rescue Mission and love volunteering.

J.R. Kidney
Director of Operations
Titan Security LLC



RECEIVED
OCT 01 2012
PLANNING / CODE

September 27, 2012

The Citizen Potawatomi Nation Family Violence Program writes in response to some of the fear and hateful rhetoric about people who are homeless that has been expressed by the community regarding this facility. We have been working with the Shawnee Rescue Mission since their beginning. We donated \$500 to the organization to help them get started back in 2010. We have served their clients lunch, donated shoes, clothing and household items. They in turn have helped our clients with clothing, food, personal hygiene products, beds and furniture. We believe the vision that Glenn and Melissa have is to serve the community as a whole and provide much needed assistance with loving kindness to those who are in need the most. They have led those that are in abusive relationships to our agency knowing that we could provide services to keep them safe. Shawnee Rescue Mission always has a positive attitude that starts with the Glenn and Melissa and funnels to the very people that they are assisting. We are always greeted with smiles, thanks and God bless. We know that when we provide any service to them we are truly appreciated.

We do not view the proposed location of the SRM Homeless Shelter as a threat to our family's safety or to anyone in the proposed area of North Louisa Street. The shelter has to go somewhere. It is our understanding that SRM believes that this is the best location for this facility in our town. We have every confidence that SRM will continue to work with community partners and surrounding neighborhoods to mitigate any potential negative impact. We have every confidence that the Shawnee Police Department will continue to enforce existing town ordinances and other regulations that address some of the real concerns that have been expressed about locating the shelter in a residential and business area. It is our hope that you will not allow misunderstanding and fear to derail the presence of a well-managed shelter in Shawnee, which will benefit the community as well as individuals and families who are homeless. . We are grateful to the Shawnee Rescue Mission for providing an absolutely critical array of services in offer of assistance to those families and individuals who are homeless or at-risk of homelessness.

Volunteer with this organization – spend time there

Sincerely

Tiffany Barrett, Program Coordinator
House of Hope Family Violence Program



EXHIBIT "40"

MEMORANDUM OF UNDERSTANDING
BETWEEN
CITY RESCUE MISSION INC
AND
SHAWNEE RESCUE MISSION

RECEIVED

OCT 03 2012

PLANNING / CODE

This MEMORANDUM OF UNDERSTANDING is hereby made and entered into by and between CITY RESCUE MISSION and the SHAWNEE RESCUE MISSION.

A. PURPOSE:

The purpose of this MOU is to continue to develop and expand a framework of cooperation between __Shawnee Rescue Mission_ and City Rescue Mission Inc., to provide _Consulting Services_ to enhance the success of Shawnee Rescue Missions in the community and the clients they serve.

B. CITY RESCUE MISSION INC., will provide:

- Assistance with the development of "Best Practice" policies and procedures for the operations of the mission.
- Consistent collaboration in regards to the operations of the mission and their services.
- Provide assistance with maintaining a qualified and trained team of staff and interns to carry out the desired programming functions. This would include administrative staff, security staff, food service staff and discipleship program staff.
- Assist in creative fundraising processes to help maintain a stable financial foundation for the ministry.

C. COLLABORATOR SHALL:

- Provide clear communications on existing policies and procedures of the mission
- Provide up to date information on numbers of clients served for determination of needed staff levels.

D. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. MODIFICATION. Modifications to this agreement shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by authorized officials, prior to any changes being performed.
2. PARTICIPATION IN SIMILAR ACTIVITIES. This agreement in no way restricts City Rescue Mission Inc. from participating in similar activities with other public or private agencies, organizations, and individuals.
3. TERMINATION. Either party, upon thirty (30) days written notice, may terminate the agreement in whole, or in part, at any time before the date of expiration.

4. PRINCIPAL CONTACTS. The principal contacts for this instrument are:

Authorized Official:

The Reverend Tom Jones, President
City Rescue Mission Inc.
800 West California Ave
Oklahoma City Ok, 73106

Authorized Official

Melissa Blankenship
Shawnee Rescue Mission
204 North Louisa Street
Shawnee, OK

5. NON-FUND OBLIGATING DOCUMENT. This agreement is neither a fiscal nor a funds obligation document. Any endeavor or transfer of anything of value involving reimbursement or contribution of funds between the parties to this agreement will be handled in accordance with applicable laws, regulations, and procedures. Such endeavors will be outlined in separate agreements that shall be made in writing by representatives of the parties and shall be independently authorized by appropriate statutory authority. This agreement does not provide such authority. Each party shall be fiscally responsible for their own portion work performed under the MOU including staff payroll, benefits, workers compensation, supplies and other work related items.
6. HIPAA COMPLIANCE. The parties agree to abide by all applicable Federal and State laws/regulations addressing patient confidentiality.
7. COMMENCEMENT/EXPIRATION DATE. This agreement is executed as of the date of last signature and is effective through January 1, 2015 at which time it will expire unless extended.
8. LIABILITIES. It is understood that neither party to this Memorandum of Understanding is the agent of the other and neither is liable for the wrongful acts or negligence of the other. Each party shall be responsible for its negligent acts or omissions and those of its officers, employees, agents or students (if applicable), howsoever caused, to the extent allowed by Oklahoma state laws.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the last written date below.

FOR: **COLLABORATOR:**

Date: _____
Name and Title: _____

FOR: **CITY RESCUE MISSION INC:**

Date: January 1, 2011 _____
Name and Title _____



•South Central Industries, Inc.•

South Central Industries, Inc.

Whistle while you work!

September 17, 2012

EXHIBIT "42"

Mr. Justin Erickson, City Planning Director
City of Shawnee
16 W. 9th
Shawnee, OK 74801

RECEIVED
SEP 24 2012
PLANNING / CODE

Dear Justin:

Thank you for the opportunity to address Mr. Salter's request from the September 5th Planning Commission meeting for police reports and written reports pertaining to the issues and concerns related to Shawnee Rescue Mission's proximity to residential areas and areas providing services to vulnerable developmentally and mentally disabled adults.

Per Mr. Salter's request, South Central obtained police reports that related to South Central's vocational shelter and the residential facilities providing services to developmentally disabled adults all of which are in close proximity to SRM's location.

The following is a breakdown of calls to police the year **prior** to SRM's locating across the street from South Central:

2	Burglary/Larceny calls (1 by SCI client, 1 by SCI disgruntled employee)
2	Suspicious person calls
1	Threat by phone (telemarketer)
5	Total

Following is a breakdown of police reports and calls to police following SRM's locating across the street from South Central:

1	Rape
1	Attack
2	Shots Fired/windows shot out
2	Harassment/Offensive Language
5	Trespassing/On property refusing to leave
3	Suspicious Person
5	Threats to others/threats to self
1	Arson
6	Vandalism/Broken glass, windows/Attempted burglaries
1	Sexual solicitations
5	Illegal Drugs/Public Drunkenness (drugs given to South Central clients)
17	Theft
5	Calls for assistance
54	Total

In addition to the above-mentioned reports, South Central has made several calls to the police department asking for assistance with blocked roadways and blocked driveways at the Group Homes that are not reflected in these reports.

Shawnee Rescue Mission has stated that the issues South Central reported in our initial letter resulted from being located in this area and not as a result of SRM clients. However, the numbers speak for themselves. Prior to SRM's relocation, South Central had made 5 calls to the police. Two calls involved a South Central client and a South Central disgruntled employee and one involved a telemarketer. Since SRM's relocation, the calls made to police range from sexual assault, to vandalism, theft and illegal drugs being given to South Central clients. The evidence supports that the issues are not a by-product of the neighborhood but the result of Shawnee Rescue Mission relocating to this area.

On behalf of the fifty (50) developmentally and mentally disabled clients that work at South Central, the ten (10) clients that live in our Group Homes and the thirty (30) developmentally and mentally challenged individuals living in the designated apartment complex nearby, South Central asks that you deny Shawnee Rescue Mission's request to operate 24/7. As you can see the benefit derived in caring for the homeless in a residential neighborhood consisting of almost 100 developmentally and mentally challenged adults is not worth the negative impact or safety risks being forced on these vulnerable individuals.

Sincerely,

South Central Industries & Housing Board of Directors
South Central Industries & Housing Staff
South Central Industries & Housing Clients
South Central Industries & Housing clients' families

EXHIBIT "42"

September 6, 2012

RECEIVED

SEP 17 2012

PLANNING / CODE

Mr. Justin Erickson
City Planning Commission
16 W. 9th
Shawnee, OK 74801

Dear Justin:

I am writing to respond to Commissioner Turner's request for information pertaining to what economic impact has occurred in the area surrounding Shawnee Rescue Mission since their relocation to 9th and Louisa.

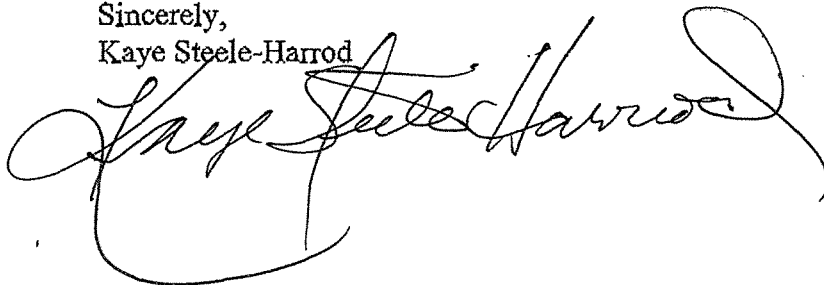
As a property owner of four homes located in the 200 block of Park street, I can personally attest to the economic impact that has occurred over the past two years. The rental home at 229 N. Park, a four-bed, 2 bath home that previously rented through the Shawnee Housing Authority for \$800/mo now only rents for \$650/mo. Three bedroom homes in this area have lowered from \$650/mo to \$550/mo and two bedrooms are down from \$550/mo to \$450/mo. Some may think that this decline in rental values is due to the economic down turn of our nation; however, this lowering in rent has not occurred with my other properties located in other locales across Shawnee.

In addition, in 2011 I attempted to sale my properties at 218 N. Park and 229 N. Park. These properties were listed through Century 21 at their assessed value. Unfortunately, there were few offers to buy in this area and what offers were received were extremely below assessed value. Therefore, I had no other option than to retain these properties as rental properties and continue to watch my rental income decline.

I know this is just one example of the economic impact that has been felt in this area since the relocation of Shawnee Rescue Mission.

Thank you for the opportunity to respond. I am happy to address any questions and may be reached at 405-630-7533.

Sincerely,
Kaye Steele-Harrod

A large, stylized handwritten signature in black ink, which appears to read "Kaye Steele-Harrod". The signature is written over the printed name and extends across the width of the letter.

SHAWNEE POLICE DEPARTMENT				Page 1		Case No. 12-00850								
				Beat 01	Rpt Dist DELTA	Type: vandalism								
Crime / Incident SEC 18-28 (CITY) DISTRUCTION OF PRIVATE PROPERTY				Attempt ☐		Occurred On or From		Date 02/14/2012 14:09:00		Day Tue				
Location of Incident 215 W 10TH ST, SHAWNEE, OK						To		02/14/2012 14:09:00		Tue				
Dispo						Reported		02/14/2012 14:09:00		Tue				
"V" = Victim "RP" = Reporting Party "W" = Witness "S" = Suspect / Arrestee "O" = Other														
V		Name KAY STEELE-HARROD FAMILY TRUST,				Race	Sex	Age 00	HT	WT	Hair	Eyes	Home Phone	
Address 215 W 10TH ST				DOB		DL Number				State		Work Phone		
City, State, Zip Code SHAWNEE OK 74801				SSN		Local ID #			State #		FBI #			
RP		Name HARROD, JAMES LESIE				Race W	Sex M	Age 72	HT 510	WT 230	Hair BRO	Eyes HAZ	Home Phone (405) 642-6963 -	
Address 1303 W FARRALL ST				DOB 10/06/1939		DL Number S082372996				State OK		Work Phone		
City, State, Zip Code SHAWNEE OK 74801-				SSN		Local ID #			State # 082372996		FBI #			
		Name ()				Race	Sex	Age	HT	WT	Hair	Eyes	Home Phone	
Address				DOB		DL Number				State		Work Phone		
City, State, Zip Code				SSN		Local ID #			State #		FBI #			
		Name ()				Race	Sex	Age	HT	WT	Hair	Eyes	Home Phone	
Address				DOB		DL Number				State		Work Phone		
City, State, Zip Code				SSN		Local ID #			State #		FBI #			
Synopsis :														
SOLVABILITY		any eye witnesses N				Continuation Attached : ☐		Property List Attached : ☐		Property Damage \$: \$0.00				
		any video N				UCR : 14		Press Release : ☐		Domestic Violence Case : ☐				
		evidence left at scene N				Gang Related : N		Hate Crime : ☐		Victim Senior Citizen : ☐				
		fingerprints N				Pursuit : ☐		Force Used : ☐		Child Abuse : ☐				
		suspects named N				Disposition : OPEN								
		statements obtained N												
		PHOTOS N				Solvability Point Total : 0		Connecting Case #						
Assigned To : _____ Date : _____														
Officer ID : OFF RICHARD RUIZ						Reviewed By :				Date :				
0056														



SHAWNEE POLICE DEPARTMENT	Page 2	Case No. 12-00850
		Type: vandalism
Crime / Incident SEC 18-28 (CITY) DISTRUCTION OF PRIVATE	Attempt ☐	Narrative Report

ON 2-14-12 AT APPROX 1409 HOURS I WAS DISPATCHED TO 215 W 10TH ST SHAWNEE OKLAHOMA POTTAWATOMIE COUNTY 74801 IN REGARDS TO VANDALISM AT 215 W 10TH ST I MADE CONTACT WITH JAMES HARROD. HARROD STATED THAT WHEN HE ARRIVED AT 215 W 10TH ST HE NOTICED WORDS SPRAY PAINTED ON THE WALLS OF THE RESIDENCE. I OBSERVED THE SPRAY PAINTED WORDS. JAMES ALSO STATED THAT WINDOWS HAD BEEN BROKEN OUT. I OBSERVED THE BROKEN WINDOWS.

Officer ID : OFF RICHARD RUIZ 0056	Reviewed By :	Date :
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SHAWNEE POLICE DEPARTMENT				Page 1		Case No. 12-02352			
				Beat 02	Rpt Dist DELTA	Type: vandalism			
Crime / Incident SEC 18-28 (CITY) DISTRUCTION OF PRIVATE PROPERTY				Attempt ☐	Occurred On or From	Date 04/30/2012 15:24:34		Day Mon	
Location of Incident 215 W 10TH ST, SHAWNEE, OK				To					
				Reported		04/30/2012 15:24:34		Mon	
Dispo "V" = Victim "RP" = Reporting Party "W" = Witness "S" = Suspect / Arrestee "O" = Other									
V	Name STEELE, KAYE			Race W	Sex F	Age 00	HT 0	WT 0	Home Phone (405) 630-7533 -
Address 215 W 10TH ST				DOB		DL Number		State	Work Phone
City, State, Zip Code SHAWNEE OK 74801				SSN		Local ID #		State #	FBI #
RP	Name SMITH, TRAVIS ALLEN			Race W	Sex M	Age 30	HT 507	WT 130	Home Phone (405) 317-7297 -
Address 1407 E WALNUT ST				DOB 10/10/1981		DL Number K080108652		State OK	Work Phone
City, State, Zip Code SHAWNEE OK 74801				SSN		Local ID #		State #	FBI #
	Name ()			Race	Sex	Age	HT	WT	Home Phone
Address				DOB		DL Number		State	Work Phone
City, State, Zip Code				SSN		Local ID #		State #	FBI #
	Name ()			Race	Sex	Age	HT	WT	Home Phone
Address				DOB		DL Number		State	Work Phone
City, State, Zip Code				SSN		Local ID #		State #	FBI #
Synopsis :									
SOLVABILITY	any eye witnesses			N	Continuation Attached : ☐		Property List Attached : ☐		Property Damage \$: \$0.00
	any video			N	UCR : 14		Press Release : ☐		Domestic Violence Case : ☐
	evidence left at scene			N	Gang Related : N		Hate Crime : ☐		Victim Senior Citizen : ☐
	fingerprints			N	Pursuit : ☐		Force Used : ☐		Child Abuse : ☐
	suspects named			N	Disposition : OPEN				
	statements obtained			N	Connecting Case #				
	PHOTOS			N	Solvability Point Total : 0				
	SUSPECT ARRESTED			N	Assigned To : _____ Date : _____				
				N					
				N					
Officer ID : CPL GARY MOORE 0057				Reviewed By :				Date :	



SHAWNEE POLICE DEPARTMENT	Page 2	Case No. 12-02352
Crime / Incident SEC 18-28 (CITY) DISTRUCTION OF PRIVATE	Attempt ☐	Type: vandalism Narrative Report

ON 4-30-12 I CPL MOORE WAS DISPATCHED TO 215 W 10TH. UPON MY ARRIVAL I MADE CONTACT WITH (RP) TRAVIS SMITH A CONSTRUCTION WORKER ON THE HOME. HE ADVISED THAT HOME OWNER KAY STEELE WANTED A REPORT ON TWO OF THE WINDOWS HAD BEEN SHOT OUT ON THE WEST SIDE OF HOUSE.

Officer ID : CPL GARY MOORE 0057	Reviewed By :	Date :
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William T. Thurman
1505 N. Union
Shawnee, OK 74804

EXHIBIT "43"

10-4-12

Justin Erickson
Community Development Director
City of Shawnee

RECEIVED
OCT 04 2012

PLANNING / CODE

Re: Shawnee Rescue Mission
204 N. Louisa
Zoning Case #P13-12

I was employed at Lamar Industries, 204 N. Louisa, from 1992 to 2005. I attest to the fact that undesirable activity near the corner of Ninth & Louisa occurred for many years *before* Shawnee Rescue Mission acquired the property. Police reports document some of the instances when police assistance was needed during those years.

One time a purse was found in the alley. We called the phone number found inside the purse & Kaye Steele thanked us for recovering her stolen purse. Another time, during daylight business hours, I left the office to get into my truck & found a man rummaging through an employee's vehicle. The man bolted up Louisa on foot.

At times, people walking along Louisa & Ninth Streets or in the alley entered the Lamar building uninvited. They were caught roaming in the warehouse areas as well as in the offices. Sometimes they walked in wanting to use the restroom. There is no doubt that missing tools & other items that appeared to be lost were in fact carried away by passersby. We even caught a homeless person living in a construction trailer parked in the storage yard west of the alley.

Because of frequent occurrences noted above, when I worked late at night & didn't leave the office until it was dark outside, I made sure to check the surroundings before exiting the building. Since the goals of Shawnee Rescue Mission include organizing a neighborhood watch group & implementing other security measures, the integrity of the neighborhood will be enhanced & not diminished.

In regards to homelessness in Shawnee, it is not isolated to the downtown area. When clearing heavy timber on a jobsite last year in a residential area in northern Shawnee, two separate homeless camps were discovered with makeshift shelters & clothes hanging in trees. The Shawnee Rescue Mission will be an asset to help eliminate these camps & provide opportunities for the homeless to improve their living conditions & find jobs.

Sincerely,



William T. Thurman



•South Central Industries, Inc. •

South Central Industries, Inc.

Whistle while you work!

September 14, 2012

RECEIVED
SEP 24 2012
PLANNING / CODE

EXHIBIT # 44

Mr. Justin Erickson,
City Planning Director
City of Shawnee
16 W. 9th
Shawnee, OK 74801

Dear Mr. Erickson:

Thank you for the opportunity to address Chairwoman Turner's request from the September 5th Planning Commission meeting pertaining to the impact of Shawnee Rescue Mission's proximity to residential areas and areas providing vocational services to vulnerable developmentally and mentally challenged adults.

Within the two block area on 9th street between Kickapoo and Park, there are over 90 developmentally and mentally challenged individuals who work and/or live. For over 30 years, this community within a community served as a safe haven for these individuals to socialize, shop, work and live. However, since 2010 and the relocation of Shawnee Rescue Mission within this two block radius, this "sheltered community" has been repeatedly victimized.

Since South Central Group Homes opening, there has been a significant number of clients vacate the premises. The main reason given for these clients' termination was the lack of security they felt due to the individuals around the Shawnee Rescue Mission. As you will note in the police reports, South Central's mentally and developmentally challenged clients have been the victim of many transgressions ranging from illegal substances to sexual abuse/propositions, theft and harassment.

Commissioner Turner's comments about weighing the beneficial impact to the homeless versus the negative impact to our vulnerable citizens whom already face mental and developmental adversities were much appreciated and insightful.

Attached please find letters from family members of South Central clients asking for help to protect their loved ones. As you will notice, many of our current clients' families are faced with making the decision between their child's happiness versus their safety.

Sincerely,
South Central Industries & Housing Board of Directors

September 5, 2012

City of Shawnee

City Clerk

16 W. 9th

Shawnee, OK 74801

To: The City of Shawnee Planning Commission and

City Commissioners:

My daughter, Lisa Schaffel, lives at South Central Industries Housing and works at South Central Industries Work Shop. As you are aware, she lives and works across the street from the Shawnee Rescue Mission. My daughter has Down Syndrome and is Intellectually Impaired. Due to her handicap, I am concerned that if the Rescue Mission expands to a homeless shelter, my daughter's safety will be placed further into jeopardy. As it is, there are unsupervised clients from the Rescue Mission that cause concern for the safety of my daughter and others from South Central Industries. As presented before, Rescue Mission clients' actions on South Central's property has been undesirable, if not illegal. Lisa and the other clients are vulnerable and are easily influenced by others. Of all people, the clients of South Central should be afforded the opportunity to live and work in a safe and positive environment. As a parent it is my responsibility to ensure the safety of my daughter. If Lisa is put in any more compromising situations as has been evidenced by the actions of the Rescue Mission clients, then I would have no choice but to consider moving her to another group home. Lisa came to South Central from another group home in which she was not thriving as she should. We chose South Central because of its reputation and opportunities it provides for Lisa to thrive. She has never been happier. It would be a shame to uproot her when she has finally found her nitch. Would you want your child living and working in surroundings that would further put her at risk?

Sincerely,



Lynda Schaffel

9009 N. May Unit 113

Oklahoma City OK 73120

(405) 227-4738

**RECEIVED
SEP 24 2012
PLANNING / CODE**

September 12, 2012

Re: South Central Industries
And Rescue Mission
Shawnee, Oklahoma

To Whom It May Concern:

My adult son, who is mentally challenged, lives in South Central Industries Group Housing. South Central, as you are aware, houses and employs people with disabilities. As you are also aware, the South Central Campus is located in very close proximity to the Rescue Mission in Shawnee.

It is my understanding that there are plans for the Rescue Mission to become a full time homeless shelter. I am adamantly opposed to this happening! I am not opposed to assisting others, but I am opposed to this plan at this location.

This plan would greatly impact my sense of security that I have for my child. With his specific disabilities, although he looks like an adult, mentally he is not. He is vulnerable, easily influenced, and unable to make appropriate discernments. I do not want him to encounter situations or persons that will put him or the other residents/workers at risk of anything! As you know, homeless shelters house sexual predators, criminals, beggars, and many other types of people.

Relocating the South Central Campus is not an option, because my son does not adapt well to change or any kind. I am sure change is difficult for all of the residents.

Thank you, in advance, for reconsidering this proposed plan of action.

Respectfully,

Leslie Allison
Parent/Guardian of South Central Industries Employee and Resident

RECEIVED

SEP 24 2012

PLANNING / CODE

Subject: Shawnee Rescue Mission
From: Karen Jones (mothradon@hotmail.com)
To: scithanna@yahoo.com;
Date: Sunday, September 9, 2012 10:29 AM

Dear Tina,

I am very concerned over the news of the Shawnee Rescue Mission potentially opening as a 24/7 facility. I understand and am sympathetic to the situation that many homeless people are in - I feel that having a disabled child has made me even more aware of the special needs of all, whether mentally or physically challenged, or emotionally disturbed or addicted. However, this heightened awareness of the situation does not allay my fears that my son could be threatened or harmed by the people that would frequent a 24/7 homeless shelter in such immediate proximity to his home. I have to consider the protection of my family first and foremost. If it did come to pass that the city allows the homeless shelter to open so close to our assisted living facility, I will have to reconsider Adrian's living arrangement. That would be devastating to Adrian. He is so happy at South Central - the homes are lovely and the staff is excellent, his work is so close. Our group homes just aren't set up to have the kind of surveillance and monitoring that would be needed to protect them from people who may be under the influence of drugs, or suffering from mental disturbances that often lead to violence. With the rescue mission open 24/7, the clients seeking food and shelter would be constantly around the area. Please let me know of any news you have of this situation, and who I could possibly consult with to voice my concerns.

As always - thank you and all the staff at South Central for the amazing and wonderful difference you have made in our lives.

God Bless you,

Karen Jones

RECEIVED
SEP 24 2012
PLANNING / CODE

September 7, 2012

To: SHAWNEE CITY COMMISSIONERS

Re: Re-Zoning consideration for building at 9th & Louisa which is currently being temporarily used as a Homeless Shelter.

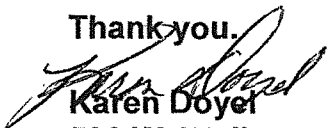
Dear Sirs:

My Down Syndrome son attends South Central Industries, which is directly across the street from the aforementioned. His name is: Mitch Doyel.

It has been brought to my attention that there have been several attempted break-ins and vandalism at my son's workshop. Always in the past, the workshop was able to enjoy fresh air by leaving the big drive thru door open which faces 9th Street. They can no longer do this, because the homeless people are entering the building, raiding the refrigerators of food and a threat to the innocent children.

My son is 51 years of age; however mentally he is between 4 and 5 years old. That is far too young and vulnerable to have him exposed to danger. I would hope that any of you who have children or grandchildren will understand this problem and more than understand, that you will CARE that this problem will most assuredly exist if this address is rezoned.

Thank you.


Karen Doyel
536 W. Wallace
Shawnee, OK 74801

RECEIVED
SEP 24 2012
PLANNING / CODE

September 11, 2012

To whom it may concern:

My son has been employed at South Central since graduating from OK School for the Deaf in 1993. When he came of age to be leaving school, I searched diligently for a place where he could work that would be close to home. He needed a safe place where he could continue learning, have a safe social interaction with others and earn a paycheck as others in life do. Except for a couple years that he attended Moore Norman VoTech, he has been steadily employed and happy at South Central. I have been very comfortable with the atmosphere of his workplace.

Lately though with the opening of the Shawnee Rescue Mission across the street I have observed things that have made me uncomfortable with being able to just drop him off and leave. Now I escort him to the door and make sure he is inside before I leave him.

While the Shawnee Rescue Mission is a great idea and a Blessing for those who are homeless and in need of assistance, I do not want to see it become a place that would provide room and board. Therefore, I object to the rezoning of the area to make it such a place. My concerns are with the lack of security they have brought to the area and the parking that is on some days nonexistent. South Central has been there for several years and built a clean reputation in the community. It is a place where parents and guardians have felt comfortable to leave their loved ones to work for the day. The clients who work at South Central are some of our most vulnerable citizens and as such, their safety needs to be of utmost consideration before a decision is made that could drastically affect their future.

Sincerely yours,

A handwritten signature in cursive script that reads "Roxanna Gilpin".

Roxanna Gilpin

RECEIVED
SEP 24 2012
PLANNING / CODE

September 7, 2012

Shawnee Planning Commission:

The purpose of my letter is to voice concern regarding the Shawnee Rescue Mission rezoning request for property located at 204 N. Louisa.

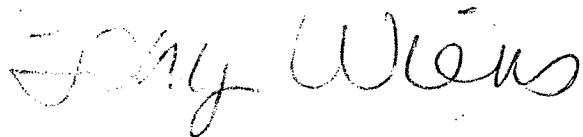
Please take into consideration the employees of the South Central Workshop across the street South of the Rescue Mission. Many of these employees have significant limitations such as Down's syndrome. Some live in the area and walk to work.

An increased presence of homeless people in this area may pose a danger to those who cannot understand how to cope when being approached by a homeless person. The homeless person may be harmless, but some who suffer from significant addictions may also be a threat to an unsuspecting individual who is already dealing with personal issues of their own.

Homeless persons certainly need a place to stay and receive assistance. However, proper protection must be provided to all who need a helping hand in our community.

Thank you for your consideration.

Respectfully,

A handwritten signature in cursive script that reads "Jay Wilson".

RECEIVED
SEP 24 2012
PLANNING / CODE

To Whom it may concern
I am very opposed to
a homeless shelter being
so close to a Sheltered Workshop.

My son works at South
Central and I have concerns
about the traffic of people
the homeless shelter will
bring in.

I understand there is a
need for homeless shelter,
especially in the winter
months, but I wish other
locations would please
be considered.

Thank you
Diana Wiers

RECEIVED

SEP 24 2012

PLANNING / CODE

To South Central:

We would like to thank you for closing the north side doors and having the clients coming in the front doors.

We have been very concerned about the safety of our son, since the homeless shelter went in across the street, we have noticed some of homeless people enter into the workshop.

Tom and I have considered taking Robert out of the workshop because of this, he really enjoys coming to the workshop and as his parents we hope all will work out, his and the other clients safety is all we want.

Thank You

Tom & Thelma Rushing
Parents of Robert W. Rushing

RECEIVED

SEP 24 2012

PLANNING / CODE

Wednesday, September 5, 2012

EXHIBIT "45"

To: City of Shawnee OK Planning Dept,

From : John Clemmons

Re: Rezoning request for the Shawnee Rescue Mission

RECEIVED

OCT 02 2012

PLANNING / CODE

I am writing now to voice my personal support for the Shawnee Rescue Mission and it's zoning change request. I have been working as a volunteer with Shawnee Rescue Mission for 18 months and I volunteer on average 16 hours a week. Along with my work at SRM I have worked as a volunteer and coordinator the Lakeview Church of Christ in it's participation with the Family Promise Shawnee organization for the past 6 years. It has come to my attention that some are asserting that SRM does not have appropriate staffing levels, I beg to differ. SRM benefits from a virtual army of volunteers and will have many more with the completion of it planned renovation . My church's shared ministry as well as the other ten area churches that partner with Family Promise Shawnee depend entirely on volunteers and have thrived because of the involvement of our members. We train our volunteers and provide the immediate support that they may need to provide the services offered by our organization. Volunteers staff and provide the majority of these type services in most any similar outreach efforts around our nation. I am also aware of the planned paid full time staffing for the new Shawnee Rescue Mission. SRM's huge level of community support, volunteers and planned full time staff answers and surpasses any and all concerns of it's ability to complete it's stated mission safely and responsibly. I , my wife and children, ages 9, 11, 14, and 17 have participated in the outreach efforts of SRM and at no time have I been fearful for their safety during these activities. Actually, I am more concerned for my children when they go to our local shopping mall than when we are serving the needy at SRM. Our family also volunteers with outreach meals served at Woodlands Veterans Park on Sunday afternoons and we see first hand the need for the SRM and it's services.

Other points of my personal concern:

The requested zoning change for the Shawnee Rescue Mission will help facilitate the renovation of their property and in doing so improve the values of surrounding properties,

The services that Shawnee Rescue Mission has offered in the past and hopefully continues to offer in do not conflict or duplicate the efforts of Salvation Army or other local service organizations. SRM and it's efforts will compliment and fill in the gaps of services needed for the needy in our community. Presently there are no services provided during the daytime hours in our community thus we see many of our needy and homeless in the local parks, library and anywhere else that they can get in out of the elements. SRM plans to have a full service day shelter with staffed support for the various needs of

these people. Access to a telephones, job placement and referral, case management, physical shelter, computer literacy classes GED classes and more. All of this at no cost to our community.

I have had the opportunity to see and hear the plans for the renovated Shawnee Rescue Mission and I as well as my family and friends look forward to the realization of these plans for SRM.

Respectfully,
John Clemmons and Family

ORDINANCE NO. _____

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: THE SOUTH FIFTEEN (15) FEET OF LOT NINE (9) AND ALL LOTS TEN (10), ELEVEN (11), TWELVE (12), THIRTEEN (13), FOURTEEN (14), FIFTEEN (15) AND SIXTEEN (16) AND THE NORTH FIFTEEN (15) FEET OF LOT EIGHTEEN (18), AND ALL LOTS NINETEEN (19), TWENTY (20), TWENTY-ONE (21), TWENTY-TWO (22), TWENTY-THREE (23) AND TWENTY-FOUR (24), BLOCK NINETEEN (19), AMENDED PLAT TO THE CITY OF SHAWNEE, POTTAWATOMIE COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF, REZONING SAID PROPERTY FROM C-3; AUTOMOTIVE, COMMERCIAL AND RECREATION TO C-4; CENTRAL BUSINESS WITH A CONDITIONAL USE PERMIT AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SHAWNEE ACCORDINGLY.

WHEREAS, pursuant to notice duly given as required by law, a public hearing was conducted by the Board of Commissioners of the City of Shawnee, Oklahoma, on the 5th day of November, 2012 upon an application to rezone certain properties located in the City of Shawnee, Oklahoma from zoning classification C-3; Automotive, Commercial and Recreational to C-4; Central Business with a Conditional Use Permit.

WHEREAS, the Planning Commission of the City of Shawnee has conducted one or more public hearings on said application pursuant to notice as required by law and has submitted its final report and recommendation upon said application to the Board of Commissioners; and,

WHEREAS, it appears to be in the best interest of the City of Shawnee and the inhabitants thereof for said properties to be zoned as considered.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF SHAWNEE, OKLAHOMA:

That the following described property located in the City of Shawnee, Oklahoma, to-wit: the South Fifteen (15) feet of Lot Nine (9) and all Lots Ten (10), Eleven (11), Twelve (12), Thirteen (13), Fourteen (14), Fifteen (15) and Sixteen (16) and the North Fifteen (15) feet of lot Eighteen (18), and all lots Nineteen (19), Twenty (20), Twenty-one (21), Twenty-two (22), Twenty-three (23) and Twenty-four (24), Block Nineteen (19), AMENDED PLAT to the City of Shawnee, Pottawatomie County, Oklahoma, according to the recorded plat thereof; is hereby rezoned from C-3; Automotive, Commercial and Recreation to C-4; Central Business with a Conditional Use Permit.

PASSED AND APPROVED this 5th day of November, 2012.

WES MAINORD, MAYOR

(SEAL)

ATTEST:

PHYLLIS LOFTIS, CMC, CITY CLERK

Regular Board of Commissioners

6.

Meeting Date: 11/05/2012

Ordinance Water and Sewer Rate Structure

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Consideration and possible action on a revised ordinance regarding water and sewer rate structure.

Attachments

Ordinance Water and Sewer Rates

ORDINANCE NO. _____

AN ORDINANCE RELATING TO WATER AND SANITARY SEWER RATES FOR THE CITY OF SHAWNEE, OKLAHOMA, AMENDING SUBSECTIONS (a) AND (b), SECTION 26-26, ARTICLE II, CHAPTER 26 OF THE CODE OF THE CITY OF SHAWNEE; AMENDING WATER RATES FOR RESIDENTIAL AND COMMERCIAL USE BOTH INSIDE AND OUTSIDE THE CITY LIMITS; AMENDING SUB-SECTIONS (b) AND (c), SECTION 26-27, ARTICLE II, CHAPTER 26 OF THE CODE OF THE CITY OF SHAWNEE; AMENDING SANITARY SEWER RATES FOR RESIDENTIAL AND COMMERCIAL USE BOTH INSIDE AND OUTSIDE THE CITY LIMITS; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF SHAWNEE, OKLAHOMA:

SECTION 1: AMENDATORY. That Sub-Section (a), Section 26-26, Article II, Chapter 26 of the Code of the City of Shawnee is hereby amended to read as follows:

(a) The minimum charge for water used by consumers inside the city limits shall be as follows:

RESIDENTIAL

November 1, 2009 to June 30, 2010	
<i>Number of Gallons</i>	<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000	\$ 7.30
1,001 – 4,000	3.69
4,001 – 1,000,000	3.79
1,000,001 – 2,000,000	3.89
More than 2,000,000	3.99

July 1, 2010 to June 30, 2011	
<i>Number of Gallons</i>	<i>Monthly Rate Per Thousand Gallons</i>
– 1,000	\$ 11.05
001 – 4,000	3.69
001 – 1,000,000	3.79
000,001 – 2,000,000	3.89
lore than 2,000,000	3.99

July 1, 2011 to October 31, 2013	
<i>Number of Gallons</i>	<i>Monthly Rate Per Thousand Gallons</i>
– 1,000	\$ 18.15
001 – 4,000	3.79
001 – 1,000,000	3.89
000,001 – 2,000,000	3.99
lore than 2,000,000	4.09

November 1, 2013 to October 31, 2014	
<i>Number of Gallons</i>	<i>Monthly Rate Per Thousand Gallons</i>
– 1,000	\$ 20.70
001 – 4,000	3.79
001 – 1,000,000	3.89
000,001 – 2,000,000	3.99
lore than 2,000,000	4.09

November 1, 2014 to October 31, 2015	
<i>Number of Gallons</i>	<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000	\$ 20.70
1,001 – 4,000	3.89

4,001 – 1,000,000	3.99
1,000,001 – 2,000,000	4.09
More than 2,000,000	4.19

COMMERCIAL

November 1, 2009 to June 30, 2010	
<i>Number of Gallons</i>	<i>Monthly Rate Per Thousand Gallons</i>
– 1,000	\$ 9.13
001 – 4,000	3.69
001 – 1,000,000	3.79
000,001 – 2,000,000	3.89
lore than 2,000,000	3.99

July 1, 2010 to June 30, 2011	
<i>Number of Gallons</i>	<i>Monthly Rate Per Thousand Gallons</i>
– 1,000	\$ 13.81
001 – 4,000	3.69
001 – 1,000,000	3.79
000,001 – 2,000,000	3.89
lore than 2,000,000	3.99

July 1, 2011 to October 31, 2013	
<i>Number of Gallons</i>	<i>Monthly Rate Per Thousand Gallons</i>
– 1,000	\$ 22.69
001 – 4,000	3.79
001 – 1,000,000	3.89
000,001 – 2,000,000	3.99
lore than 2,000,000	4.09

November 1, 2013 to October 31, 2014	
<i>Number of Gallons</i>	<i>Monthly Rate Per Thousand Gallons</i>
– 1,000	\$ 25.88
001 – 4,000	3.79
001 – 1,000,000	3.89
000,001 – 2,000,000	3.99
lore than 2,000,000	4.09

November 1, 2014 to October 31, 2015	
<i>Number of Gallons</i>	<i>Monthly Rate Per Thousand Gallons</i>
– 1,000	\$ 25.88
001 – 4,000	3.89
001 – 1,000,000	3.99
000,001 – 2,000,000	4.09
lore than 2,000,000	4.19

COMMERCIAL-INSIDE COMPOUND METER

November 1, 2009 to June 30, 2010	
<i>Number of Gallons</i>	<i>Monthly Rate Per Thousand Gallons</i>
– 1,000	\$ 9.13
001 – 4,000	3.69
001 – 1,000,000	3.79

1,000,001 – 2,000,000	3.89
More than 2,000,000	3.99

July 1, 2010 to June 30, 2011	
<i>Number of Gallons</i>	<i>Monthly Rate Per Thousand Gallons</i>
– 1,000	\$ 13.81
001 – 4,000	3.69
001 – 1,000,000	3.79
000,001 – 2,000,000	3.89
lore than 2,000,000	3.99

July 1, 2011 to October 31, 2013	
<i>Number of Gallons</i>	<i>Monthly Rate Per Thousand Gallons</i>
– 1,000	\$ 22.69
001 – 4,000	3.79
001 – 1,000,000	3.89
000,001 – 2,000,000	3.99
lore than 2,000,000	4.09

November 1, 2013 to October 31, 2014	
<i>Number of Gallons</i>	<i>Monthly Rate Per Thousand Gallons</i>
– 1,000	\$ 25.88
001 – 4,000	3.79
001 – 1,000,000	3.89
000,001 – 2,000,000	3.99
lore than 2,000,000	4.09

November 1, 2014 to October 31, 2015	
<i>Number of Gallons</i>	<i>Monthly Rate Per Thousand Gallons</i>
– 1,000	\$ 25.88
001 – 4,000	3.89
001 – 1,000,000	3.99
000,001 – 2,000,000	4.09
lore than 2,000,000	4.19

SECTION 2: AMENDATORY. That Sub-Section (b), Section 26-26, Article II, Chapter 26 of the Code of the City of Shawnee is hereby amended to read as follows:

(b) The rate to be charged for furnishing water for consumption outside the city limits shall be as follows:

<u>RESIDENTIAL</u>	
November 1, 2009 to June 30, 2010	
<i>Number of Gallons</i>	<i>Monthly Rate Per Thousand Gallons</i>
– 1,000	\$ 10.66
001 – 4,000	5.53
001 – 1,000,000	5.63
000,001 – 2,000,000	5.73
lore than 2,000,000	5.83

	July 1, 2010 to June 31, 2011	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 14.41
1,001 – 4,000		5.54
4,001 – 1,000,000		5.69
1,000,001 – 2,000,000		5.84
More than 2,000,000		5.99

	July 1, 2011 to October 31, 2013	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 21.51
1,001 – 4,000		5.69
4,001 – 1,000,000		5.84
1,000,001 – 2,000,000		5.99
More than 2,000,000		6.14

	November 1, 2013 to October 31, 2014	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 24.06
1,001 – 4,000		5.69
4,001 – 1,000,000		5.84
1,000,001 – 2,000,000		5.99
More than 2,000,000		6.14

	November 1, 2014 to October 31, 2015	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 24.06
1,001 – 4,000		5.84
4,001 – 1,000,000		5.99
1,000,001 – 2,000,000		6.14
More than 2,000,000		6.29

COMMERCIAL

	November 1, 2009 to June 30, 2010	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 13.33
1,001 – 4,000		5.53
4,001 – 1,000,000		5.63
1,000,001 – 2,000,000		5.73
More than 2,000,000		5.83

	July 1, 2010 to June 30, 2011	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 18.01
1,001 – 4,000		5.54
4,001 – 1,000,000		5.69
1,000,001 – 2,000,000		5.84
More than 2,000,000		5.99

	July 1, 2011 to October 31, 2013	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
– 1,000		\$ 26.89
001 – 4,000		5.69
001 – 1,000,000		5.84
000,001 – 2,000,000		5.99
lore than 2,000,000		6.14

	November 1, 2013 to October 31, 2014	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
– 1,000		\$ 30.08
001 – 4,000		5.69
001 – 1,000,000		5.84
000,001 – 2,000,000		5.99
lore than 2,000,000		6.14

	November 1, 2014 to October 31, 2015	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
– 1,000		\$ 30.08
001 – 4,000		5.84
001 – 1,000,000		5.99
000,001 – 2,000,000		6.14
lore than 2,000,000		6.29

SECTION 3: AMENDATORY. That Sub-Section (b), Section 26-27, Article II, Chapter 26 of the Code of the City of Shawnee is hereby amended to read as follows:

(b) The charge for sanitary sewer use by consumers inside the city limits shall be as follows:

RESIDENTIAL

	November 1, 2009 to June 30, 2010	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 9.95
Over 1,000		2.75

	July 1, 2010 to June 30, 2011	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 11.25
Over 1,000		2.80

	July 1, 2011 to October 31, 2013	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 11.60
Over 1,000		2.85

	November 1, 2013 to October 31, 2014	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 13.50
Over 1,000		2.90

	November 1, 2014 to October 31, 2015	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 13.50
Over 1,000		2.90

COMMERCIAL

	November 1, 2009 to June 30, 2010	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 12.44
Over 1,000		2.75

	July 1, 2010 to June 30, 2011	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 14.06
Over 1,000		2.80

	July 1, 2011 to October 31, 2013	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 14.50
Over 1,000		2.85

	November 1, 2013 to October 31, 2014	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 16.88
Over 1,000		2.90

	November 1, 2014 to October 31, 2015	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 16.68
Over 1,000		2.90

SECTION 4: AMENDATORY. That Sub-Section (c), Section 26-27, Article II, Chapter 26 of the Code of the City of Shawnee is hereby amended to read as follows:

(c) The rate to be charged for furnishing water for consumption outside the city limits shall be as follows:

RESIDENTIAL

	November 1, 2009 to June 30, 2010	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 14.93
Over 1,000		4.13

	July 1, 2010 to June 30, 2011	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 16.88
Over 1,000		4.20

	July 1, 2011 to October 31, 2013	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 17.40
Over 1,000		4.28

	November 1, 2013 to October 31, 2014	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 20.25
Over 1,000		4.35

	November 1, 2014 to October 31, 2015	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 20.25
Over 1,000		4.35

COMMERCIAL

	November 1, 2009 to June 30, 2010	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 18.66
Over 1,000		4.13

	July 1, 2010 to June 30, 2011	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 21.10
Over 1,000		4.20

	July 1, 2011 to October 31, 2013	
<i>Number of Gallons</i>		<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000		\$ 21.75
Over 1,000		4.28

November 1, 2013 to June 30, 2014	
<i>Number of Gallons</i>	<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000	\$ 25.31
Over 1,000	4.35

November 1, 2014 to June 30, 2015	
<i>Number of Gallons</i>	<i>Monthly Rate Per Thousand Gallons</i>
0 – 1,000	\$ 25.31
Over 1,000	4.35

SECTION 5: REPEALER. All sections, subsections, clauses, and sentences of existing law in conflict with this ordinance are repealed.

SECTION 6: SEVERABILITY. The provisions of this ordinance are severable, and if any sentence, provision or other part of this Ordinance shall be held invalid, the decision of the courts so holding shall not affect or impair any of the remaining parts or provisions of this ordinance.

SECTION 7: EMERGENCY. That for the preservation of the public peace, health, and safety, an emergency is hereby declared to exist, by reason whereof this Ordinance shall be in full force and effect immediately upon passage and approval.

PASSED AND APPROVED this _____ day of _____, 2012.

WES MAINORD, MAYOR

ATTEST:

PHYLLIS LOFTIS, CMC, CITY CLERK

EMERGENCY SEPARATELY MOVED AND APPROVED this _____day of _____, 2012.

ATTEST:

WES MAINORD, MAYOR

PHYLLIS LOFTIS, CMC, CITY CLERK

Regular Board of Commissioners

7.

Meeting Date: 11/05/2012

Surplus to Expo

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Consider a resolution to declare a certain item surplus property and transferring of said item to the Shawnee Civic and Cultural Development Authority.

Attachments

Resolution Surplus to Expo

RESOLUTION NO. _____

A RESOLUTION DECLARING A CERTAIN ITEM OF PERSONAL PROPERTY SURPLUS AND NO LONGER NEEDED FOR CITY PURPOSES; DESCRIBING SAID ITEM; AND AUTHORIZING THE TRANSFER OF SAID ITEM TO THE SHAWNEE CIVIC AND CULTURAL DEVELOPMENT AUTHORITY.

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF SHAWNEE, OKLAHOMA:

That the item of personal property is described as a 1998 Chevrolet on-half ton pickup, serial number 1GCEC14M0WZ14395.

Said property is hereby declared city owned item which is surplus item no longer needed for city purposes; that the City of Shawnee is authorized to transfer said item to the Shawnee Civic and Cultural Development Authority.

Adopted this 5th day of November, 2012.

WES MAINORD, MAYOR

(SEAL)

ATTEST:

PHYLLIS LOFTIS, CMC, CITY CLERK

Regular Board of Commissioners

8.

Meeting Date: 11/05/2012

Surplus to Auction

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Consider a resolution to declare certain items surplus property and authorizing the sale of said items at auction.

Attachments

Resolution Surplus to Auction

Exhibit A to Resolution Surplus List

RESOLUTION NO. _____

A RESOLUTION DECLARING CERTAIN ITEMS OF PERSONAL PROPERTY SURPLUS AND NO LONGER NEEDED FOR CITY PURPOSES; DESCRIBING SAID ITEMS; AND AUTHORIZING THE SALE OF SAID ITEMS BY AUCTION.

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF SHAWNEE, OKLAHOMA:

That the items of personal property are described as set out in attached Exhibit "A".

Said property is hereby declared city owned items which are surplus items no longer needed for city purposes; that the City of Shawnee is authorized to sell said items to the public by auction.

Adopted this 5th day of November, 2012

WES MAINORD, MAYOR

(SEAL)

ATTEST:

PHYLLIS LOFTIS, CMC, CITY CLERK

CITY OF SHAWNEE

ITEMS TO SURPLUS FOR AUCTION

EXHIBIT "A"

NOVEMBER 5, 2012

	Item	Description	S/N	City ID
Qty	Northside Plant			
1	John Deere Mower GT 245	22 HP Riding mower w/54" deck	NA	1998
1	John Deere Gator UTV	4 X 2 w/ cab	W004X2X013870	1928
1	V-500 Chlorinator	Chlorine feed system	BC 17136	NA
1	V-500 Chlorinator	Chlorine feed system	BC 17137	NA
1	Sulphur Dioxide	Sulphur Dioxide feed system	BC 17154	NA
1	Sulphur Dioxide	Sulphur Dioxide feed system	BC 17155	NA
1	R & M Pumps Sludge Pump	8" sludge pump	GSA 34700	NA
1	Brush Hog	4' brush hog	NA	NA
Qty	Water Treatment Plant			
3	Electric Motors	250 HP, 2300 volt US Electric	NA	NA
7	Turbidimeters	GLI International Low Range w/controllers	NA	NA
1	Refrigerator	16.3 cubic ft Whirlpool	NA	NA
3	Lab Cabinets w/drawers	NA	NA	NA
1	Book Shelf	NA	NA	NA
2	Credenza style rolling desk	NA	NA	NA
2	Trailer with gasoline powered pump	17 cu ft trailer w/13 hp vanguard motor and 3" pump	NA	NA
2	Scott Air Pack SCBA w/2 extra bottles	NA	NA	NA
1	Phillips Jar Tester	NA	NA	NA
1	small cabinet	measures 4' x 3' 1'	NA	NA

19	4 foot 2 light strip	T12HO with reflector	NA	NA
5	8 foot 2 light strip	T12HO with reflector	NA	NA
6	8 foot 2 light strip	Vapor tight fixture	NA	NA
1	white pickup tool box	NA	NA	NA

Qty	Water Distribution			
1	TR 95 jackhammer for backhoe	NA		NA
1	line locator	Fisher M-96 metal detector	1014325	NA
1	line locator	Fisher M-96 metal detector	64D18	NA
1	line locator	Fisher M-96 metal detector	60257	NA
1	Stanley Hydraulic saw	NA	CO25	NA
1	Pump	Stanley 3" hydraulic	300301	NA
1	Pump	Stanley 3" hydraulic	92354	NA
1	Pump	Stanley 3" hydraulic	TP0300301	NA
1	Stihl TS Chop Saw	gasoline powered	460Z	NA
1	Stihl TS Chop Saw	gasoline powered	760Z	NA
1	Warren Pump	NA	423521	NA
1	19" RCA TV	Model #F19262	918317758	NA
1	Samsung microwave	NA	NA	NA
1	1992 Ford 655D Backhoe	Being replaced	A418923	972

Qty	Wastewater Collection			
1	SECA Flusher Trailer 747F	Gooseneck jet flush trailer	862559	970
1	Cues Camera System	Used for main line inspection	NA	729
1	headache rack for pickup	White rack from a ford service truck	NA	NA
1	headache rack for pickup	Chrome rack from a chevy service truck	NA	NA
1	Easement Flushing machine	Walk behind jet flush machine	5782U1G2I	928
5	strobe lights for vehicles	Yellow magnetic strobe lights	NA	NA
1	60 lb jackhammer	gasoline powered	4681	1749

1	60 lb jackhammer	gasoline powered	NA	NA
1	Seimen 3 HP motor	Used in the Airport Lift Station	GGJ14483	NA
1	Seimen 3 HP motor	Used in the Airport Lift Station	GGJ14484	NA
1	Cantex lift station shell	NA	NA	NA
1	5 drawer tool box	Black	NA	NA
1	Forced air machine	gasoline powered	G-85886	676
1	Confined Space Hoist	NA	NA	NA
3	Electrical disconnect panels	from lift stations	NA	NA
1	25 gallon sprayer	NA	NA	NA
1	Troybuilt weedeater	NA	1E1Z9DB77	NA
1	Troybuilt 22" walk behind weedeater	NA	1D082H301	NA
1	2001 GMC 1 1/2 Truck	out of service	3DGKC34FX1M102772	1612
	Assorted check valves pipe fittings	Miscellaneous parts from lift station		
1	Stihl Weedeater	NA	Z6874812	
2	Diamondback steam vachs	Carpet cleaning machines		

	Item	Description	S/N	City ID
Qty	South Side Plant			
1	Old Incubator	keeps samples @20C (pre 1972)	68H-02487	815
1	Old Refrigerator	keep samples in (pre 1972)	none found	816
1	Thermolyn Furnace	burn off inorganics (pre 1972)	34304557	NA
1	Lindberg Furnace	burn off inorganics (pre 1972)	889086	798
1	Fisher Titrometer	burn off inorganics (pre 1972)	10100022	796
1	Rhino Brushhog	have newer one	6024	NA
1	99 Ford 1/2 ton PU	getting new one this year	1FTZF172XXKB60100	1603
1	36 gallon fuel tank	not being used/ unknown origin	8243	NA
1	Craftsman 12gal air comp	have newer one	none found	814
1	Chlorine Scales (1Ton cyl)	no longer used 1T cylinders	none found	NA
1	Lamp	desk type	none found	NA
1	Fan	not using	none found	NA
1	Dayton 2T Electric winch	doesn't work/have new one	GJL131ND	NA
1	Thermo-Sci Gas Monitor	have new one	0810116-021	NA

1	Calculator	pre 1972	2487	NA
1	3 phase electric motor 5H	not in use/old	10502896	NA
1	3 phase electric motor ?H	not in use/old	525249	NA
1	3 phase electric motor 20H	not in use/pre 1970	DVJ407254	NA

	Item	Description	S/N	City ID
Qty	Utility Administration		VIN	
1	2001 Chevrolet 1/2 Ton Pickup	Being replaced	1GCEC14W11Z274869	1713
1	2001 Chevrolet 1/2 Ton Pickup	Being replaced	1GEC14W11Z2736259	1715
1	1996 Chevrolet 1/2 Ton Pickup	Being replaced	1GCEC14W2T2170300	1993
1	1997 Ford 1/2 Ton Pickup	Being replaced	1FTDF172XVKD59297	2122
1	2002 Chevrolet 1/2 Ton Pickup	Being replaced	1GCEC14W6YZ325969	1620
1	LXI 36" TV		V53336893	264
1	32" Sylvania TV	TV VCR Combo	V44299292	NA
1	Mitsubishi DVD Player		Cp-10Y	731
1	Lexmark color printer		563101588	NA

	Item	Description	S/N	
Qty	City Clerk Department		VIN	City ID
1	Ibico Calculator	No longer needed – Maybe working	960902	
1	Victor Calculator	No longer needed – Maybe working	6054200073	
1	Victor Calculator	No longer needed – Maybe working	6065500084	
1	Cannon Calculator	No longer needed – Maybe working	291182	
1	Cannon Calculator	No longer needed – Maybe working	21175766	
1	Cannon Calculator	No longer needed – Maybe working	A2588587	
1	Sony Cassette Recorder	No longer needed – Maybe working		
1	Sanyo Cassette Recorder	No longer needed – Maybe working		
1	G E Cassette Recorder	No longer needed – Maybe working		
1	Computer Monitor	From Records Center		
1	TV Mounting System	unknown		
1	Carpet Broomette	Bissell		
1	Chair	Public Works		

1	Chair	Broken – from Records Center
4	Boxes Continuous Feed Computer Paper	
1	Lanier Cassette Tape Eraser	

Qty	Item	Description	S/N	
	Utility Billing Department		VIN	City ID
1	Pitney Bowes	Mail Opener	1225 5101	0255
1	Fellowes	Paper Shredder	1162 113 01865J	
1	Cash Drawer	From Drive-by		
1	Microphone	From Drive-by		
1	Cash Box	Small – No Key		
1	GPX TV	Mini 6" black & white	9199780259	
1	Cash Tray			
6	Various Staplers			
1	Wall Hanging Sorter	24 slots 65 inches tall 10 inches wide		
1	Holmes Heater	Model #HGH319 S/N 2504DHP		

Qty	Parks Department		VIN	City ID
1	1994 1/2 ton pickup		1GTEC14G6BS514811	1908
1	1981 Ford Tractor		C6566941	1438

Qty	FIRE DEPARTMENT		VIN	City ID
1	1994 Boardman	Boardman 55' Quint Fire Apparatus	1FV6HLCB2PL453731	2906

Qty	Street Department			
1	1997 Cedar Rapids	Paver Model 461 Serial #46341		1999

Regular Board of Commissioners

9. a.

Meeting Date: 11/05/2012

Open Bids Airport Pedestrian Trail

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Airport Pedestrian Trail Contract COS-PW-12-01 (Open)

Attachments

Notice and Bidders List

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 5, 2012**, for:

BID: CONTRACT NO. COS-PW-12-01 **AIRPORT PEDESTRIAN TRAIL**

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 \$50.00 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, October 24, 2012, at 11:00 a.m. in the Engineering Conference Room, 222 North Broadway, Shawnee, OK.**

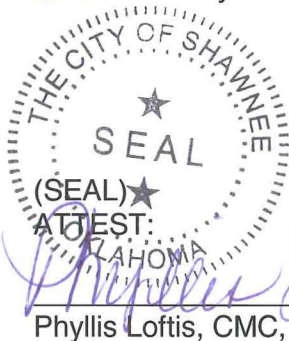
Each bid shall be filed in a sealed envelope. On the front of each envelope shall be written the following words to the left of the address:

BID: CONTRACT NO. COS-PW-12-01 **AIRPORT PEDESTRIAN TRAIL** **November 5, 2012**

This project shall include **the complete removal of an existing four mile eight foot wide asphalt trail, and reconstructing a ten foot wide asphalt trail in its place. Major quantities of work include the placement of 21,150 square yards of 4" asphalt pavement; 29,270 square yards of CKD stabilized sub-grade; misc. concrete driveway, concrete sidewalk, installation of traffic stripping, 1300 feet of 6' chain link fencing and other misc. items.** 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 5, 2012**. The City of Shawnee reserves the right to reject any and all bids.



CITY OF SHAWNEE, OKLAHOMA
a Municipal Corporation

BY: 
Brian E. McDougal, City Manager

CITY OF SHAWNEE
PLAN HOLDER'S LIST
CONTRACT NO. COS-PW-12-01
AIRPORT PEDESTRIAN TRAIL PROJECT

Business Name: Bishop Paving
Contact: Jason Bishop
Address: PO Box 1334 OKC, OK 73101

Telephone: 405-232-5531
Fax: 405-232-5537
Cell: 405-409-4327
E-Mail: brady@bishoppaving.com
Paid for & Picked Up Specs: 10/9/12 credit card

Business Name: Rudy Construction
Contact: Phil Pratt
Address: PO Box 14575 OKC, OK 73113

Telephone: 405-478-9900
Fax: 405-478-9901
Cell: 405-417-1753
E-Mail: ppratt@rudyconstruction.com
Paid for & Picked Up Specs: 10/11/12 check #52404

Business Name: Howard Construction Company & General Contracting
Contact: Jonathan Howard
Address: 901 S. Spring Lane Blanchard, OK 730110

Telephone: 405-473-0422
Fax: 405-622-3873
Cell: 405-473-0422
E-Mail: howardjonathan@yahoo.com
Paid for & Picked Up Specs: 10/12/12 cash

Business Name: Howards Excavating & Paving

Contact: Howard Marquier

Address: 14000 S. Meridian Ave. Okc, OK 73173

Telephone: 405-692-5465

Fax: 405-692-5466

Cell: 405-615-8162

E-Mail: howard@howardspaving.com

Paid for & Picked Up Specs: 10/17/12 check # 020476

Business Name: CP3 Enterprises

Contact: Nick Peters

Address: 13112 NS 3500 Maud, Ok 74854

Telephone: 405-226-1495

Fax: 405-374-9013

Cell: 405-226-1495

E-Mail: cp3nick@yahoo.com

Paid for & Picked Up Specs: 10/24/12 ck# 2804

Business Name: All Roads Paving

Contact: Dave Barnett

Address: 10200 NW 10th OKC, OK 73127-7100

Telephone: 405-577-2944

Fax: 405-577-2942

Cell: 405-990-5255

E-Mail: allroadspaving@coxinet.net

Paid for & Picked Up Specs: 10/24/12 ck # 7012

Business Name: C-P Integrated
Contact: Steve Conley
Address: 3800 Beacon Dr. Okc, OK 73179

Telephone: 405-732-0532
Fax: 405-732-0502
Cell: 405-823-2147
E-Mail: steveconley@coxinet.net
Paid for & Picked Up Specs: credit card 10/24/12

Business Name: CGC, LLC
Contact: Jimmy Wright
Address: 101 W. 5th St. Edmond, OK 73003

Telephone: 405-285-8871
Fax: 405-285-8872
Cell: 405-520-0586
E-Mail: cgcllcok@yahoo.com
Paid for & Picked Up Specs: credit card 10/24/12

Business Name: SAC ServicesInc.
Contact: Joe Martinez
Address: 3600 S. Ross Ave. OKC,OK 73119

Telephone: 405-682-4948
Fax: 405-686-0882
Cell: 405-834-9092
E-Mail: sacservicemt看@yahoo.com
Paid for & Picked Up Specs: 10/24/12 ck# 35046

Business Name: Shell Construction Co. Inc
Contact: Donny Niebrugge
Address: 336 N. Falcon Dr. OKC, OK 73127

Telephone: 405-495-2063
Fax: 405-495-2446
Cell: 405-203-0359
E-Mail: drn1021@gmail.com
Paid for & Picked Up Specs: 10/24/12 ch# 3408

Business Name: Cove Creek Construction, Inc
Contact: Robert Jaymalin
Address: 912 East Main St. Claksville, Arkansas

Telephone: 479-705-0064
Fax: 479-705-0084
Cell: 479-518-0554
E-Mail: Robert@covecreekconstruction.com
Paid for & Picked Up Specs: 10/24/12 ck# 1553

Business Name: A-Tech Paving
Contact: Terry Kirk
Address: P.O Box 2865 Edmond, OK 73083

Telephone: 405-418-4741
Fax: 405-418-4743
Cell: 405-738-4776
E-Mail: jdoyle@atechpaving.com
Paid for & Picked Up Specs: 10/24/12 ck# 58413

Business Name: Time Striping Inc.

Contact: Brian Beckerr

Address: PO Box 1236

Telephone: 918-315-1120

Fax: 888-334-6459

Cell: _____

E-Mail: brian@timestriping.com

Paid for & Picked Up Specs: 10/30/12 credit

Regular Board of Commissioners

13.

Meeting Date: 11/05/2012

Exec Session City Attorney

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Consider an Executive Session to discuss City Attorney's employment contract pursuant to 25 O.S. §307(B)(1).

Regular Board of Commissioners

14.

Meeting Date: 11/05/2012

Exec Session City Manager

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Consider an Executive Session to discuss City Manager's employment contract pursuant to 25 O.S. §307(B)(1).

Regular Board of Commissioners

15.

Meeting Date: 11/05/2012

Exec Session Wilbanks litigation

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Consideration and possible action on matters discuss in Executive Session regarding of Wilbanks v. City of Shawnee, Pottawatomie County CJ-2012-000478 pursuant to 25 O.S. §307(B)(4) on the recommendation of counsel that public discussion would impair the ability of the City Attorney to adequately defend the City.

Regular Board of Commissioners

16.

Meeting Date: 11/05/2012

Possible action Exec Session City Attorney

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Consider matters discussed in Executive Session regarding City Attorney's employment contract pursuant to

25 O.S. §307(B)(1).

Regular Board of Commissioners

17.

Meeting Date: 11/05/2012

Possible action Exec Session City Manager

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Consider matters discussed in Executive Session regarding City Manager's employment contract pursuant to
25 O.S. §307(B)(1).

Regular Board of Commissioners

18.

Meeting Date: 11/05/2012

Possible action Exec Session Wilbanks Litigation

Submitted By: Donna Mayo, Administration

Department: Administration

Information

Title of Item for Agenda

Consideration and possible action on matters discuss in Executive Session regarding of Wilbanks v. City of Shawnee, Pottawatomie County CJ-2012-000478 pursuant to 25 O.S. §307(B)(4) on the recommendation of counsel that public discussion would impair the ability of the City Attorney to adequately defend the City.
