

AGENDA
SHAWNEE MUNICIPAL AUTHORITY
October 3, 2022 AT 6:00 P.M.
COMMISSION CHAMBERS AT CITY HALL
16 WEST 9TH STREET
SHAWNEE, OKLAHOMA

Official action can only be taken on items which appear on the agenda. The public body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the public body may refer the matter to Staff or back to Committee or the recommending body. Under certain circumstances, items are deferred to a future date or stricken from the agenda entirely.

CALL TO ORDER

DECLARATION OF A QUORUM

1. Consider approval of Consent Agenda:
 - a. Minutes from the September 19, 2022 regular meeting.
 - b. Acknowledge the Schedule of Regular Meetings for 2023 for The Board of City Commissioners, The Board of Trustees of the Shawnee Airport Authority, and The Board of Trustees of the Shawnee Municipal Authority.
2. New Business

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

Respectfully submitted,

Kacie Eck, CMC, Senior Deputy City Clerk

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

Shawnee Municipal Authority

1. a.

Meeting Date: 10/03/2022

Minutes

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Minutes from the September 19, 2022 regular meeting.

Fiscal Impact

Attachments

Minutes

THE TRUSTEES OF THE SHAWNEE MUNICIPAL AUTHORITY OF THE CITY OF SHAWNEE, COUNTY OF POTTAWATOMIE, STATE OF OKLAHOMA, MET IN REGULAR SCHEDULED SESSION, MONDAY, SEPTEMBER 19, 2022, DURING THE BOARD OF CITY COMMISSIONER MEETING AT 6:00 P.M., PURSUANT TO NOTICE DULY POSTED AS PRESCRIBED BY LAW AT 3:02 P.M. ON SEPTEMBER 15, 2022. UPON ROLL CALL, A QUORUM WAS DECLARED WITH THE FOLLOWING MEMBERS IN ATTENDANCE:

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

ABSENT: None

Call to Order

Declaration of a Quorum

AGENDA ITEM NO. 1:

Consider approval of Consent Agenda:

- a. Minutes from the September 6, 2022 regular meeting.

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

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

NAY: None

ABSTAIN: Engles

AGENDA ITEM NO. 2:

Consideration of a budget amendment for Fiscal Year 2022 – 2023 for Fund 501 Shawnee Municipal Authority Fund to fund expenditures for Meter Reader positions and Retiree health insurance with the addition of Water sales revenue over budget estimates.

Ms. Lindsey McNabb-Fox, Finance Director advised this is the Shawnee Municipal Authority portion of budget amendments presented in City Commission Agenda Item No. 8 previously

A motion was made by Trustee Rutherford, seconded by Trustee Sehorn, to approve the budget amendment for Fiscal Year 2022 – 2023 Fund 501 Shawnee Municipal Authority Fund to fund expenditures for Meter Reader positions and Retiree health insurance with the addition of Water sales revenue over budget estimates. Motion carried 7-0.

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

NAY: None

AGENDA ITEM NO. 3:

New Business (Any matter not known, or which could not have been reasonably foreseen prior to the posting of the agenda)

There was no New Business.

AGENDA ITEM NO. 4:

Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (8:09 p.m.)

ATTEST:

ED BOLT, CHAIRMAN

LISA LASYONE, CMC, CITY CLERK

Shawnee Municipal Authority

1. b.

Meeting Date: 10/03/2022

Schedule

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Acknowledge the Schedule of Regular Meetings for 2023 for The Board of City Commissioners, The Board of Trustees of the Shawnee Airport Authority, and The Board of Trustees of the Shawnee Municipal Authority.

Fiscal Impact

Attachments

2023 Schedule



City Manager's Office

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

Date: September 29, 2022
To: City Commission
From: Andrea Weckmueller-Behringer, City Manager
Subject: Schedule of Regular Meetings for 2023 Calendar Year

Background: It has been the City of Shawnee's practice to hold twice-monthly meetings for the Board of Commissioners, Board of Trustees of the Shawnee Airport Authority (SAA), and Board of Trustees of the Shawnee Municipal Authority (SMA), specifically on the first and third Monday of every month. According to our City Charter, Article 4, Section 4, "the board of commissioners shall hold at least one (1) regular meeting each month at City Hall at a date and hour to be designated by resolution."

Our current practice of holding two monthly City Commission meetings requires that both the City Clerk's Office and the City Manager's Office spend the majority of every other week focusing on agenda preparation. Moving to once-a-month Board of Commissioners as well as SAA and SMA Trustee meetings would free up resources in both of these departments without negatively impacting the policy-making and approval activities accomplished by the City of Shawnee's governing body.

Since these regular meetings are also an opportunity for the public to communicate concerns and ideas, City staff is working towards the roll-out of an online portal that will allow citizens to report infrastructure-related issues and insights in real-time. Already available is the City's "Citizen Request Center" portal (https://www.shawneeok.org/citizen_request_center/index.php) through which both the Board of Commissioners as well as Department Directors and Division Managers can be reached.

City staff recommends retaining the third Monday of every month as the regular meeting date for the Board of Commissioners as well as SAA and SMA Trustee meetings, while the first Monday would then be available for Special Meetings or Work Sessions on specific topics, as needed.

Financial Impact: None.

Attachment: 2023 Calendar Year – Schedule of Regular Meetings.

Staff Recommendation: Approval of the item.

2023 CALENDAR YEAR

SCHEDULE OF REGULAR MEETINGS

**THE BOARD OF CITY COMMISSIONERS,
THE BOARD OF TRUSTEES OF THE SHAWNEE AIRPORT AUTHORITY, AND
THE BOARD OF TRUSTEES OF THE SHAWNEE MUNICIPAL AUTHORITY**

DATE		TIME	PLACE OF MEETING
1/17/2023	Tuesday	6:00 p.m.	Commission Chambers-City Hall 16 West 9 th Street, Shawnee, OK
2/21/2023	Tuesday	6:00 p.m.	Commission Chambers-City Hall 16 West 9 th Street, Shawnee, OK
3/20/2023	Monday	6:00 p.m.	Commission Chambers-City Hall 16 West 9 th Street, Shawnee, OK
4/17/2023	Monday	6:00 p.m.	Commission Chambers-City Hall 16 West 9 th Street, Shawnee, OK
5/15/2023	Monday	6:00 p.m.	Commission Chambers-City Hall 16 West 9 th Street, Shawnee, OK
6/20/2023	Tuesday	6:00 p.m.	Commission Chambers-City Hall 16 West 9 th Street, Shawnee, OK
7/17/2023	Monday	6:00 p.m.	Commission Chambers-City Hall 16 West 9 th Street, Shawnee, OK
8/21/2023	Monday	6:00 p.m.	Commission Chambers-City Hall 16 West 9 th Street, Shawnee, OK
9/18/2023	Monday	6:00 p.m.	Commission Chambers-City Hall 16 West 9 th Street, Shawnee, OK
10/16/2023	Monday	6:00 p.m.	Commission Chambers-City Hall 16 West 9 th Street, Shawnee, OK
11/20/2023	Monday	6:00 p.m.	Commission Chambers-City Hall 16 West 9 th Street, Shawnee, OK
12/18/2023	Monday	6:00 p.m.	Commission Chambers-City Hall 16 West 9 th Street, Shawnee, OK

NAME: LISA LASYONE, CMC

TITLE: City Clerk

ADDRESS: P. O. Box 1448

Shawnee, OK 74802-1448

TELEPHONE: (405) 878-1604

Filed in the office of the Municipal Clerk at _____ a.m./p.m. on _____, 2022.

Signed: _____

Clerk/Deputy Clerk