BOARD OF CITY COMMISSIONERS PROCEEDINGS
SEPTEMBER 19, 2022 AT 6:00 P.M.

The Board of City Commissioners of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in Regular Session in the Commission Chambers at City Hall, 16 West 9th Street, Shawnee, Oklahoma on, Monday, September 19, 2022 at 6:00 p.m., pursuant to notice duly posted as prescribed by law at 3:02 p.m. on September 15, 2022. Mayor Bolt presided and Mr. Benny Wahpepah and Mr. Brandon Wahpepah called the meeting to order. Upon roll call, the following members were in attendance.

Ed Bolt
Mayor

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

ABSENT: None

INVOCATION — Mr. Nicholas Wahpepah
Sallateeska Baptist Church

FLAG SALUTE

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

Ms. Carol Currie, Mr. Rob Morris, Ms. Edwina Butler-Wolfe, Ms. Vicki Wilson, and Mr. Rick Young spoke during Citizens Participation.

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

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

b. Acknowledge the following minutes and reports:

- Planning Commission Minutes from the August 3, 2022 regular meeting.
- Senior Citizens of Shawnee Board Minutes from the August 9, 2022 regular meeting.
- License Payment Report for August 2022
- Project Payment Report for August 2022

c. Acceptance of public improvements for Maple Grove Addition and place maintenance bonds and irrevocable letter of credit into effect.

d. Acceptance of a Sanitary Sewer Easement from Live Orange, LLC for property located in Section Thirty (30), Township Eleven (11) North, Range Four (4).

e. Acceptance of a Drainage Easement from Live Orange, LLC for property located in Section Thirty (30), Township Eleven (11) North, Range Four (4).

f. Acceptance of a Water Line Easement from Live Orange, LLC for property located in Section Thirty (30), Township Eleven (11) North, Range Four (4).

g. Lake Lease Transfer:

TRANSFER:
Lot 2 Fry Tract, 17404 Magnino Road
From: Marta Land
To: Megan Lincoln and Jodi Ayers

A motion was made by Commissioner Matthews, seconded by Commissioner Flood, to approve Consent Agenda Item Nos. 2(a-g). Motion carried 6-0-1.

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

AGENDA ITEM NO. 3: Consideration and adoption of a Memorandum of Understanding between the Citizen Potawatomi Nation and the City of Shawnee for the transfer of wastewater infrastructure in the de-annexed area.

Ms. Andrea Weckmueller-Behringer, City Manager, provided a Staff report.

A motion was made by Commissioner Flood, seconded by Vice Mayor Rutherford, to approve a Memorandum of Understanding between the Citizen Potawatomi Nation and the City of Shawnee for the transfer of wastewater infrastructure in the de-annexed area. Motion approved 7-0.

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

AGENDA ITEM NO. 4: Consideration of the purchase of five (5) traffic signal control cabinets at the estimated total of $95,000.00 from Signal Tek.

Mr. Brad Schmidt, Public Works Director, stated that the purchase would allow Staff to replace five (5) traffic control cabinets.

A motion was made by Vice Mayor Rutherford, seconded by Commissioner Matthews, to approve the purchase of five (5) traffic signal control cabinets at the estimated total of $95,000.00 from Signal Tek. Motion carried 7-0.

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

AGENDA ITEM NO. 5: Public hearing and consideration of an ordinance to rezone property located at 1910 West Benedict Street from A-1 (Rural Agricultural District) to R-1 (Single-Family Residential District). Case No. RZ11-22, Applicant: Chris Gober.

Mr. Rian Harkins, Community Development Director, stated that the applicant requested the item be deferred to the October 17, 2022 City Commission meeting.

A motion was made by Commissioner Matthews, seconded by Commissioner Flood, to defer this item to the October 17, 2022 City Commission meeting. Motion carried 7-0.

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

AGENDA ITEM NO. 6: Public hearing and consideration of an ordinance to rezone property located at 4029 and 4031 North Union Avenue from R-1 (Single-Family Residential District) to C-3 (Highway Commercial District). Case No. RZ12-22, Applicant: David and Amie McDaniel.

Mr. Rian Harkins, Community Development Director, stated that the applicant requested the item be deferred to the October 17, 2022 City Commission meeting.

A motion was made by Commissioner Flood, seconded by Commissioner Engles, to defer this item to the October 17, 2022 City Commission meeting. Motion carried 7-0.

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

AGENDA ITEM NO. 7: Consideration of a Rehabilitation of High Hazard Potential Dams Grant Agreement between the City of Shawnee and Oklahoma Water Resources Board.

Mr. Seth Barkhimer, Director of Engineering, advised that the grant funds will be used for a field inspection and design for the lake dam.

A motion was made by Commissioner Engles, seconded by Commissioner Sehorn, to approve the Rehabilitation of High Hazard Potential Dams Grant Agreement between the City of Shawnee and Oklahoma Water Resources Board. Motion carried 7-0.

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

AGENDA ITEM NO. 8: Consideration of the following budget amendments for Fiscal Year 2022-2023:

a. Fund 301 Capital Improvement Fund to fund expenditures for Police vehicle purchase with the addition of Sales Tax revenue over budget estimates. Also, to fund the purchase of a patch truck approved in prior year, funded by fund balance.

b. Fund 302 Street Improvement Fund to fund a prior year approved project for lighed stop signs at Highland Street. This is funded by fund balance left over from prior year.

c. Fund 001 General Fund to fund expenditures for a transfer to the Aquatic Center Fund, a part-time Recreation Aide and Retiree Health Insurance with the addition of Sales Tax revenue over budget estimates. Also, to fund expenditures in the Love Your Block Grant with leftover grand funding from prior year.

d. Fund 350 Aquatic Center Fund to fund Aquatics Supervisor position with an additional transfer from the General Fund.

e. Fund 192 ESG-ODOC (Emergency Solutions Grant – Oklahoma Department of Commerce) Fund to fund additional Grant expenditures for the Emergency Solution Grant. Revenue received is on a reimbursement basis.

f. Fund 190 CDBG (Community Development Block Grant) Fund to fund Grand expenditures for a newly acquired grant through the Community Development Block Grant – CARES Act (CDBG-CV). Revenue received is on a reimbursement basis.

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

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

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

AGENDA ITEM NO. 9: Consideration of a purchase of five (5) Dodge Charger Police Vehicles at the state bid price of $36,198.00 each, for a total of $180,990.00, from Bob Howard Jeep Chrysler Dodge.

Mr. Mason Wilson, Chief of Police, advised that Staff is seeking approval to purchase five (5) Dodge Chargers.

A motion was made by Commissioner Sehorn, seconded by Commissioner Flood, to approve the purchase of five (5) Dodge Charger Police Vehicles at the state bid price of $36,198.00 each, for a total of $180,990.00, from Bob Howard Jeep Chrysler Dodge. Motion carried 7-0.

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

AGENDA ITEM NO. 10: Consider Bids:

a. Shawnee City Lake Dam Improvements (Award)

Mr. Seth Barkhimer, Director of Engineering, announced that two (2) bids were received and after review and consideration it was Staff's recommendation to reject all bids. He advised that Staff work to achieve the project goals through alternative methods, including potentially changing the scope.

A motion was made by Commissioner Engles, seconded by Commissioner Flood, to reject all bids. Motion carried 7-0.

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

AGENDA ITEM NO. 11: Acknowledge monthly Sales Tax Report

Ms. Lindsey McNabb-Fox, Finance Director, reported sales tax is up Eight Hundred Twenty-Eight Thousand Five Hundred Fifty-Nine Dollars ($828,559.00) or Fourteen Point One Three Percent (14.13%), over the projected budget year-to-date. She stated that use tax collections are up approximately Fifty-Nine Thousand Two Hundred Sixty-Nine Dollars ($59,269.00) or Seven Point Seven One Percent (7.71%), above the projected budget year-to-date.

AGENDA ITEM NO. 12: Administrative Reports:

a. Sales Tax – Funding Capital Needs – Jacob Foos, Assistant City Manager

Mr. Jacob Foos, Assistant City Manager, explained that a Zero Point Five Percent (0.5%) sales tax increase could fund for infrastructure capital improvements, including debt service/loan payments.

b. The Fundamentals of Utility Rates – Jacob Foos, Assistant City Manager

Mr. Jacob Foos, Assistant City Manager, provided an overview of utility rates and fees.

c. Santa Fe Depot Update – Rian Harkins, Community Development Director

Mr. Rian Harkins, Community Development Director, gave a presentation with an update on the Santa Fe Depot. He provided information on a large scale depot in Santa Fe, New Mexico.

d. Unified Development Code Diagnostic Report Review – Rian Harkins, Community Development Director

Mr. Rian Harkins, Community Development Director, introduced Ms. Dawn Warrick with Freese and Nichols. Ms. Nichols provided a presentation on the Unified Development Code, which included Team Introduction, Project Process Overview, Code Update Foundation, Diagnostic Report Review and Next Steps.

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

There was no New Business.

AGENDA ITEM NO. 14: Commissioners Comments

Commissioner Richter stated that the administrative reports were very informative. She commented in response to Mr. Rick Young and Ms. Butler-Wolfe's comments during Citizens Participation.

Commissioner Sehorn commented on the United Development Code Presentation. He recommended that the Homeless Coordinator provide a report on status and goals of the homeless initiative.

Vice Mayor Rutherford welcomed Commissioner Richter. He said the Staff reports had a lot of detail and were well-presented.

Commissioner Flood commented in response to Ms. Currie, Mr. Morris and Ms. Wilson's comments during Citizens Participation. He requested Staff to follow-up regarding Ms. Currie's comments. Commissioner Flood invited everyone to the Downtown Block Party on September 22, 2022.

Commissioner Engles welcomed Commissioner Richter. She said she appreciated the Staff reports and updates. She also requested an update from the Homeless Coordinator.

Commissioner Matthews requested Staff to follow-up with Ms. Currie. He said he appreciated Staff's administrative reports. He also requested a Staff report regarding the homeless initiative.

Mayor Bolt said he appreciated the Staff reports. He advised that there would be two Homeless Program Community Information meetings this week at Generations Church. The meetings would be at 7:00pm on September 20, 2022 and 2:00pm on September 22, 2022.

Commissioner Bolt commented in response to Mr. Rob Morris' comments during Citizens Participation.

AGENDA ITEM NO. 15: Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (8:07 p.m.)

ED BOLT, MAYOR

THE CITY OF SHAWNEE SEAL OKLAHOMA

ATTEST:

Lisa Lasyone

LISA LASYONE, CMC, CITY CLERK