

# City Manager Report

May 2018



## Highlights

### City Commission Sends Propositions to Voters – Election to be Held June 26

A summary of the propositions appears below:

**Proposition #1:** This proposition clarifies when City Commissioners and the Mayor take office and provides that they take office on the first Monday in the month following their election (regular or runoff).

**Proposition #2:** This proposition concerns the appointment of the Vice-Mayor, which is done on an annual basis by the City Commission. It clarifies the timing of the appointment when there is a general election, runoff election, or in years with no election.

**Proposition #3:** If approved, this proposition would change the method of ordering the holding of elections by allowing the City to pass a resolution in accordance with State law. City Charter currently requires passage of an ordinance.

**Proposition #4:** If approved, this proposition would temporarily increase City sales tax by one-half percent for a period of 10 years for capital projects. The Shawnee City Commission adopted a Capital Improvement Project List that highlights potential improvements funded through the increase. Projects include major improvements to City parks, remodel of two fire stations, establishment of a new Police Department headquarters building, major street improvements, EXPO enhancements, additional sidewalks and trails and renovations to the Senior Center, Library, Community Center and Santa Fe Depot.

For more information, please see: [www.shawneeok.org/election](http://www.shawneeok.org/election)

## OTHER UPDATES BY DEPARTMENT

### Finance/Treasurer Report

Sales Tax. May deposit of April sales tax collected was \$1,628,425 compared to May 2017 we were up \$54,440 or 3.46 percent. For the year, the City is up 0.47 percent which is below what was budgeted for this fiscal year.

### Meetings and Noteworthy Items

City Commission – June 18, July 2 & 16

(Note: All regular Commission meetings now start at 6:00 PM in 2018)

Planning Commission – July 5

Beautification – June 21, July 19

### Other Important Dates:

Knights Auto Show – June 23

Veterans Parade – July 4

IFYR – July 8-13

3<sup>rd</sup> Friday Block Party – July 20

Fireflight Balloon Festival – August 10-12

### Other Events:

[www.visitshawnee.com/Calendar](http://www.visitshawnee.com/Calendar)

<http://www.shawneeexpo.org/calendar.html>

### Board Openings:

Traffic Commission

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## Shawnee Municipal Authority

Master Plan Implementation. On January 17 Guernsey provided a comprehensive update to the City Commission at their special meeting/workshop. City and Guernsey staff had a workshop February 7 at Public Works. The material covered at the workshop provided an update with the engineering of the Southside Sewer Plant, Northside Sewer Plant and Water Plant. Guernsey gave a presentation to SMA staff on February 14 on UV disinfection for a unit process at both sewer plants. Staff and Guernsey held a workshop with ODEQ regarding the direction of the design plan for the plants on March 9. The workshop went very well and ODEQ was not opposed to any of our plans. Scheduled meeting at Public Works with Guernsey 4/27/18 to go over sewer plants head cells. On 6/5/18, staff will tour the Del City waste water plant and look at how their UV disinfection system operates.

## Operations Department (Parks, Recreation, Cemetery, Fleet Management)

Parks. Parks and Cemetery crews are slightly behind in mowing due to the rain and high humidity. Parks crews are beginning their day at 6 a.m. to try to beat the afternoon heat.

Recreation. The busy summer season is in full swing! Staff continues to work on programs and lots of fun activities at Shawnee Splash. For more information, please see: [www.shawneeok.org/parks](http://www.shawneeok.org/parks)

Classes at the Community Center: (call 275-3986 for more information)

- Martial Arts- Monday, Wednesday and Friday 6-8:30 pm (\$)
- Pound Course- Tuesday and Thursday from 5:30-6:30 pm (\$)
- Open Gym- Monday- Friday from 12-1pm and from 3-5pm, basketballs and various other equipment available (18 laps = 1 mile)

## Engineering and Streets

Rehab Concrete Streets Project. The project contractor is replacing panels on Chandler Drive.

Kickapoo Street from Farrall to Spur. Poe & Associates have submitted plans to ODOT for review.

Avedis/City Sidewalk Project. The second phase of this project has begun starting on the east side of Broadway just north of Highland. They have completed the east side and have begun working on the west side of Broadway. Currently, they are working on Pulaski and Georgia. Thank you Avedis Foundation for funding half of this important improvement!

## Planning Department

Clean-up Efforts. The Action Center maintains a very active caseload, with numerous complaints received daily. For a complete list of Action Center cases or to submit a complaint anonymously online, see: <http://www.shawneeok.org/actioncenter/default.asp>

Transportation Alternatives Program. The City was notified in August 2016 that its application to the Oklahoma Department of Transportation for a Transportation Alternatives Program grant was approved. The planned sidewalk will bridge a critical missing gap along MacArthur Street east of Harrison. The Avedis

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Foundation has agreed to provide matching funds equal to ten percent of the project cost. Staff is working with ODOT on scheduling of this project. The Shawnee Engineering Department is providing the engineering design of this project, saving the City considerable funds. The project is expected to ready to bid in Summer 2018 pending ODOT approval.

Comprehensive Plan Update. The City is starting the process of updating its Comprehensive Plan – a long range planning document that encompasses all aspects of the community and helps to ensure positive long-term growth and development. On February 20, the City Commission approved a contract with the planning firm RDG to assist the City with this process. Public meetings and outreach efforts begin in June. To follow progress, please see: [www.shawneeplan.com](http://www.shawneeplan.com) or:

[http://www.shawneeok.org/government/departments/planning/comprehensive\\_plan\\_update.php#](http://www.shawneeok.org/government/departments/planning/comprehensive_plan_update.php#)

## Fire Department

Station 2 Rehab/Renovation. Work continues on this project. The overhead doors in the apparatus bay are now installed and the exterior brick work has now expanded to the south and east sides of the building. Sheet rock is being installed in the living room and electrical wiring is continuing to be installed. Completion of Station No. 2 is expected to occur in July.

Hydrant Flowing (ISO requirement). Firefighters are now flowing hydrants for 2018. Staff hopes to have all hydrants completed by the end of June.

Hydrant Painting (ISO requirement). After staff have completed the annual flowing, they will start painting hydrants that they were not able to get painted last year.

## Police Department

Administration. Staff is working on quarterly grant reporting and working to close out purchase orders for the end of the fiscal year. SPD staff is also working on contract renewals for 2018-2019 and getting bids for items in the new fiscal year budget.

Patrol. SPD has two officers going through FTO program. Staff is going through hiring process for additional officers. Officers are spending time working the lake area and attending many summer events in the community.

Animal Welfare. Officers are using all of the kennel space, including the new expansion area. We have VIPS (Volunteers in Police Services) working the front desk area for the summer. Also, our new ACO has started training for the ACO position.

Dispatch. Staff is working the HR to hire for telecommunicator I position(s). We have two in training that will graduate to Telecommunicator II.

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## Emergency Management

Planning Projects. A variety of planning efforts are underway, including an update to the Emergency Operations Plan, EOC Standard Operations Guide, and the Elected Officials Briefing Book.

## Regional Airport

Aviation Careers Take Off at Shawnee Regional Airport (SNL). Recipients of 2017-2018 Outstanding Students Awards from the Gordon Cooper Technology Center - Aviation Maintenance Technology Campus gain direct experience in the field of aircraft maintenance with former GCTC instructor James Martin, the owner operator of Martin Aircraft, LLC based at SNL. Congratulations to Justin Benard, Jason Glasgow, and Calvin Minesinger, not just outstanding aviation mechanics but also veterans—Benard- OK Army Guard, Glasgow- US Army, and Minesinger- US Navy. (photo provided)

