

City Manager Report

April 2017



April Highlights

Public Meetings Announced

There are several important meetings happening in May. The City is wrapping up work on a Strategic Plan and public meetings will be held May 19 and May 23. For more information, please see: www.shawneeok.org/strategicplan.

Additionally, the City will be soliciting community feedback on proposed improvements to City parks on May 18 at 6:30 pm at the Shawnee EXPO (1700 W. Independence Street).

Sidewalk Work Begins

The first phase of a five-year sidewalk improvement plan has officially started. Contractors are working on East Main Street and will be replacing sidewalks and installing a new sidewalk all the way to Bryan Street. These efforts are part of the \$3.5 million collaboration between the Avedis Foundation and the City of Shawnee that was announced in 2016.

EXPO Conference Center Remodel Update

Staff is working on implementation of the Avedis Grant for the Conference Center remodel. Bids have been awarded for all major elements and work is ongoing. The expected completion date is late-June.

For a complete listing of scheduled EXPO events, please see: <http://www.shawneeexpo.org/calendar.html>

OTHER UPDATES BY DEPARTMENT

Finance/Treasurer Report

Sales Tax. April sales tax collected was \$1,469,441 compared to April 2016 we are down \$83,088 or 5.35 percent. For the fiscal year, the City is down \$81,240 or .54 percent. The budget situation is challenging for many communities in Oklahoma and Shawnee is holding up well. We continue to encourage citizens to “Shop Shawnee” so we can maintain and improve our service levels.

Meetings and Noteworthy Items

City Commission – May 16, June 5

Planning Commission – June 7

Beautification Meeting – May 18

Traffic Commission – May 23

Parks Master Plan Public Meeting:
EXPO Center - May 18 @ 6:30 pm

Strategic Planning Meeting: First National Bank
Community Room - May 19 @ 2:00 pm

Strategic Planning Meeting: Community Center
804 S. Park - May 23 @ 6:30 pm

Other Important Dates

Third Friday Block Party- May 19

Splash Opening Day- May 26

<http://www.shawneeok.org/ShawneeSplash/>

Other Events:

www.visitshawnee.com/Calendar

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

Board Openings:

Beautification Committee

Traffic Commission

Planning Commission

Note: Applications can be obtained:

www.shawneeok.org/gov/Boards/

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Shawnee Municipal Authority

Master Plan Implementation. In 2014, the SMA adopted a Comprehensive Water and Wastewater Master Plan which evaluated all water supply, water treatment, collection systems and wastewater treatment facilities. The Plan included a Capital Improvement Plan (CIP) with recommendations for prioritization and phasing of the recommended short term (0-5 years and 5-10 years) and long term (10-20 years) Capital Improvements Plan (CIP) projects. The projects to be considered for this RFQ are short term recommendations of the Master Plan. Staff concluded negotiating contract terms for engineering services with C.H. Guernsey, the selected consultant. Guernsey and staff had an official kickoff meeting March 24 that started with a presentation by Guernsey and ended with Guernsey and SMA staff touring the Southside Sewer Plant, Water Treatment Plant and the Northside Sewer Plant. Guernsey conducted a detailed immersion of the plants on April 27 and 28. Follow along monthly for more updates as this effort continues.

DATA Collection for Sewer Collections Manholes/Pipe Data. The purpose of this initiative is to complete the wastewater hydraulic model and build an accurate sewer collections map that can be used by staff in the field. The agreement between Smith Roberts Baldischwiler, LLC (SRB) and SMA/City of Shawnee was signed by the City Manager on June 8, 2016. Data collection is now complete and SRB presented the Sewer Map and Hydraulic Model to SMA on March 22 and final enhancements are being made.

Operations Department

Parks Master Plan Design Phase. A public meeting is scheduled for May 18 at 6:30 pm at the EXPO Center showing the preliminary drawings of the new park designs and gathering public input.

EXPO Conference Center Remodel. Carpet and tile in the upstairs area is scheduled to begin the week of May 7-13. Lighting material is ordered and should be in by the end of the month. All three contractors are due to be finished by July 1 in time for the IFYR.

Engineering and Streets

Rehab Concrete Streets Project. This project is a maintenance type project with the removal and replacement of badly broken and cracked concrete paving panels. Areas identified are in various locations of the Thompson Heights, Thompson Acres, and Larkins Meadows subdivisions. Bid opening is scheduled for May 16. Anticipate contract being awarded and work on this project to start by end of June 2017.

FY 15-16 Sidewalk/ADA Handicap Ramps Project. Project is ongoing at various locations around the City. For April, the contractor (Parathon Construction) worked on ramps along Main Street from Harrison to Minnesota completing them.

Kickapoo Street from Farrall to Spur. We held a meeting with ODOT Project Management on February 7, along with Poe & Associates (engineering firm designing project) to finalize the scope of services for Poe to complete design of the project. ODOT is currently reviewing and processing Poe's supplemental contract that will allow Poe to proceed on finalizing design plans. Final approved contract may be completed by end of April 2017 that will then allow Poe to complete final design plans and the right of way acquisition documents and exhibits that will enable the City to start purchasing the easements and right of way needed

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for project. Tentative schedule by ODOT is to have the project let for bids for construction early spring 2018.

Avedis/City Sidewalk Project. Project was awarded to MTZ construction in the amount of \$503,555.00. Pre-work meeting had been held on April 18, 2017 with MTZ, and a notice to proceed effective April 24, 2017 was issued. MTZ has begun work on the project by removing/replacing sidewalk along the south side of Main Street from Harrison to Pesotum thus far. For this project, new sidewalks will be installed along Main Street from Harrison to Pesotum (both sides), and then from Pesotum to Bryan (north side). Sidewalks will also be installed along Wallace from Kickapoo to Broadway (both sides) and along Independence from Sequoyah to Center, then south along Center to KidSpace Park.

45th & Harrison Intersection Project. Project is to improve the intersection to accommodate future four-lane of 45th Street. Field survey and data has been acquired and project currently under design.

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 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 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.

Development Projects. A number of significant projects are in the development or construction phases. Shawnee Marketplace is nearly built out with one additional structure now completed next to CVS (Freddie's Frozen Custard and Aspen Dental) and another new business forthcoming. The developer of the Domino Plaza project at Harrison and 45th Street has started on earthwork and installation of public infrastructure. This 15-acre projects includes (per a preliminary plan) a large service station, two hotels, four eating establishments and a dog park. Increased interest in downtown Shawnee has also been seen, with the nearing completion of the Main Street Streetscape Project.

The Planning Commission has an active docket. Complete agendas are posted here: <http://www.shawneeok.org/Documents/>

Fire Department

Station 2 Rehab/Renovation. The bid award for the construction phase of this project was awarded by the City Commission to Jim Cooley Construction of OKC at the May 1 Commission meeting. Staff is currently working with Fritz Baily Architects to secure a contract with Jim Cooley Construction.

Hydrant Painting (ISO requirement). Work continues on this project.

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Blue Card Incident Command Certification. Training Chief Underwood is working with our three Battalion Chiefs to update our incident command and operational policies to reflect the principles of Blue Card. Also, the department is working on a plan to develop a certified Blue Card Command Training Center in the basement of Station 3. This center will allow us to certify our own department members along with those of other local departments and allow for daily training using Blue Card video simulations. The first step in this process is to certify department members as Blue Card trainers. We are currently working on a plan to send Training Chief Underwood and our 3 Battalion Chiefs to the train-the-trainer courses in Phoenix, AZ in August.

Police Department

Administration. National Police Week is May 14 – 19. We have begun the initial planning phase for the departments Cops & Kids event set in August. The Shawnee Police Department has not held this event in approximately 10 years.

Patrol. Officers continue working Highway Safety and AG grants. New hire testing begins April 27.

CID. Detective Rieves was guest speaker at Atoka County Conference on missing and exploited children, child computer crimes & domestic violence for child abuse awareness month. Detectives were assigned 56 cases, of cases assigned, 47 were cleared, 17 filed at DA's Office, two arrests.

Animal Control. Concrete for new kennels has been poured. Contractor needs to return to seal concrete surface inside and out, weather permitting. Staff is obtaining bids for security fencing around new kennel area and building. New AC officer started on April 24.

Dispatch. Four new dispatchers are in training this in now their 14th week.

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

Delta Wings Hanger Construction. Steel Frame in the hangar is nearing completion.

Enterprise Parking Construction. The airport constructed a new parking area for Enterprise Rent-A-Car to support their growing business and inventory of cars. Enterprise leases space from the Airport.
