

City Manager Report

November 2017



Highlights

Downtown Plan Adopted

The Shawnee City Commission approved a new Tax Increment Financial District Project Plan for the downtown area on December 4. The Project Plan specifies revitalization efforts planned for downtown over the next 25 years. The City Commission held public hearings on the Plan on November 20 and December 4. For more information, please see: <http://www.shawneeok.org/revitalizationproject/>

City/Avedis Partnership Continues

The City's partnership with the Avedis Foundation to build and improve sidewalks and trails in the City has entered its second year. Sidewalks will be constructed or replaced along Broadway Street from Highland to MacArthur. In addition, sidewalks will be installed along Kickapoo Street from MacArthur to 45h Street (west side) and from 45th Street to Interstate Parkway (east side). The five-year partnership seeks construct 12-14 miles of new sidewalks and trails in the community.

Police Department Secures Major Grant

The Shawnee Police Department received a competitive "COPS Grant" in the amount of \$250,000 that will positively impact their ability to implement community policing techniques. For more information, see: <http://www.news-star.com/news/20171121/spd-gets-250000-cops-grant>

OTHER UPDATES BY DEPARTMENT

Finance/Treasurer Report

Sales Tax. October sales tax collected was \$1,412,195 compared to November 2016 we are down \$56,091 or 3.82 percent. For the year, we are up 1.52 percent which is slightly below what we budgeted for.

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 City Commission hired an engineering consultant, C.H. Guernsey, to lead the effort to design and construct the first phase of improvements. 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

Meetings and Noteworthy Items

City Commission – December 18, January 16

(Note: there is no City Commission meeting on January 2 – all regular Commission meetings now start at 6:00 PM in 2018)

Planning Commission – January 3

Beautification – December 21

Other Important Dates:

Parks and Recreation Christmas Camp – December 18 – 21 and December 27 – 29 for more info call 275-3986

3rd Friday Block Party – December 15

City Hall Closed for the Holiday - December 25, 26 and January 1

Other Events:

www.visitshawnee.com/Calendar

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

Board Openings:

Beautification Committee

Traffic Commission

Note: Applications can be obtained:

www.shawneeok.org/gov/Boards/

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Southside Sewer Plant, Water Treatment Plant and the Northside Sewer Plant. Guernsey conducted a detailed immersion of the plants on April 27 and 28. SMA staff and Guernsey presented the Capital Improvement Plans to DEQ on Tuesday, May 9, 2017. SMA met with Guernsey Engineering and Lemke Survey on June 16 to discuss surveying of the plants. Survey crews began surveying the week of August 21. Engineering is 35% complete. Staff toured the MWC plant on Friday, October 27, 2017. Staff toured 3 Wastewater Plants in Austin, TX in November to get a look at what the new proposed Southside Wastewater Plant could resemble.

Annual Pipe Bursting. Notice to Bidders will run in paper on September 25 and October 5th. Pre Bid meeting will be held on October 12, 2016. Bids were opened on October 17th, 2016. Project was awarded on November 7th, 2016 to IPR South Central. Contracts and Bonds have been signed by City Manager and Contractor. Pre-work meeting scheduled for February 7th, 2017. Notice to Proceed was signed on 2/8/17. Lot Maintenance has been performing television work for IPR throughout Shawnee. IPR began work on February 28, 2017. Commissioners approved the request on May 1st to extend pipe burst quantities. Contractors began work on June 20th on the extended quantities. Contractors have completed the extended quantities. SMA is currently creating a punch list to give to Contractors to complete. Contractors are completing post video for review. Contractors corrected the manhole issues that were on the Punch List. SMA is currently reviewing post inspection videos. Project is 100 percent complete.

New Sewer Camera. SMA received a grant through OMAG for \$5,000 to use on New Sewer Camera Equipment.

Operations Department (Parks, Cemetery, Fleet Management)

Parks Master Plan Design Phase. After consideration of public and staff comments, CLS and Associates is making a presentation for City Commission for approval at the December 18 Commission Meeting.

Engineering and Streets

Rehab Concrete Streets Project. This project has completed panels in the Harbor Estates subdivision. This will complete the project using the budgeted money from last year. After the holidays, we will be choosing to extend the contract for one additional year to use the current budgeted funds.

Kickapoo Street from Farrall to Spur. Preliminary Right-of-Way and Utility Plans were submitted for review. A meeting is scheduled with POE and Associates to go over changes and revisions needed before meeting with ODOT. Anticipate being able to begin right-of-way acquisition mid-2018.

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 approximately 2 blocks to date and will continue along the east side until they reach Federal Street.

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>

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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 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 be ready to bid in Spring 2018.

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. The City is currently reviewing proposals from professional consultants that seek to assist the City with the process. It is expected that the new Comprehensive Plan will be adopted in March 2019. The process will involve extensive public outreach and work by various boards and committees. More information will be forthcoming.

Fire Department

Station 2 Rehab/Renovation. Work continues on this project. The contractors have started framing the exterior walls. The roof insulation has been delivered but delivery of the roof material has been delayed several weeks. A progress meeting was held on December 7 and the contractor is preparing a revised completion schedule.

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

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

Blue Card Incident Command Certification. Nine (9) Fire Department Captains are now enrolled in the Blue Card program. They have been given until March 31, 2018 to complete the 50hr online portion of the class. Currently, the Fire Department is working towards development of a Blue Card Command Training Center at Fire Station 3.

Annual Awards. During the annual Christmas party, 3 firefighters will be receiving awards based on nomination by their peers. Denis Taron is the recipient of the 2017 Firefighter of the Year Award, Chaplain/Lieutenant Jim Ogle is the recipient of the 2017 Chief James D. Roberts Award for Progress, and Captain Mike VanAntwerp is the recipient of the 2017 Honorary Fire Chief Fritz Anderson Award for Dedication.

Police Department

Administration. Currently, SPD is in the 2nd phase of obtaining the International Association of Chiefs of Police grant for Integrity, Action and Justice: Strengthening Law Enforcement Response to Domestic and Sexual Violence. This grant will award up to \$225,000 per year for 2-3 years and allow Shawnee to set national standards and policy for dealing with domestic and sexual violence. Also, we are in the process of hiring another records clerk to fill Janice Carr's position, who will retire in January.

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Patrol. We were awarded Community Oriented Policing grant for \$250,000. This grant will be used to pay the salary and benefits of two new officers for three years. This will allow us to place two officers in the higher crime areas to build relationships with the citizens and work together to lower the criminal activity. Oklahoma Attorney General Grant is coming to a close the end of December, officers are currently focusing on businesses in town for the holiday shoppers. SPD has ordered an electric motorcycle for traffic enforcement, it should be delivered within two weeks. Two officers have completed the certified motorcycle school in Edmond, which was organized by the Dallas PD.

Animal Control. We are gradually making some improvements to the appearance at the Animal Shelter. The outside has received some new paint and there is a covered area allowing citizens to interact with the animals they wish to adopt.

Dispatch. Three dispatchers moving along in progression of their training.

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

Maintenance projects. Gutter installation for various hangars and t-hangars is complete. Installation of electric heaters in the maintenance hangar is underway. Drainage issues are being repaired, along with removal of waste water tanks, replacing floor drain pumps in various areas.



The Safe Events for Families Third Friday Block Party was a hit for all who attended! Attendees enjoyed the Christmas tree lighting in Celebration of Life Park along with vendors of all sorts including several food trucks. Choirs from several Shawnee Elementary schools and the Shawnee High School Honor Choir performed Christmas Carols.

(Photo provided by Cynthia Reese)

 *Happy
Holidays*


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Crews from the Shawnee Fire Marshal's Office and SFD Red Shift partnered with volunteers from our local Red Cross chapter to go door-to-door offering free smoke detectors and installation in the area and 92 smoke detectors were installed. In addition, door hangars were left on homes where no one was home giving instructions on how to request a free smoke detector.

