

City Manager Report

September 2017



Highlights

Visit Shawnee Photo Contest reaches 500 entries!

Visit Shawnee and the City have partnered to host a photo contest. Photographs may be used in promotional materials and on the City's new website. Lots of great photos were received and the winners were selected and announce throughout the week of October 9.

Wayfinding Signs Installed

The City's wayfinding signage project is nearing completion. Large gateway signs have been installed at key entrances to the community and every City park facility now has consistent signage. The project was jointly funded by the City of Shawnee and Visit Shawnee, Inc. The signs feature the City's new branding elements, which will also be featured on the City's new website set to launch in December.



OTHER UPDATES BY DEPARTMENT

Finance/Treasurer Report

Sales Tax. September sales tax collected was \$1,493,326 compared to September 2016 we are up \$2,493 or .17 percent. For the year, we are just under 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 – October 16, November 6

Planning Commission – November 1

Beautification Meeting – October 18

Traffic Commission – October 24

Other Important Dates

Boo on Bell and Third Friday Block Party – October 19-21, <https://seffshawnee.org/>

Official Trick or Treat – October 31 from 5:30 p.m. to 8:30 p.m.

Park Planning Forum – November 2 at 6:00 PM, Shawnee EXPO

Haunt the Mall – October 28 from 3pm-5pm
See the mall website for other events and info.
<http://shopshawneemall.com/calendar>

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/

City Manager Report

September 2017



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. SMA and Guernsey were scheduled to meet Friday September 29, 2017. During this meeting, Guernsey will provide a status report on the projects.

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 6/8/16. SRB will collect up to a maximum of 2500 manholes over three months. Work began the week of June 13th. Data Collection is 100% complete. SRB presented the Sewer Map and Hydraulic Model to SMA on March 22nd, 2017 in OKC. The Model and GPS Data was delivered on April 17th, but was incomplete. The Sewer Model is 100% complete and GPS Data has a few minor details needed before completion. SRB delivered 96% of the data, original expectations was 88%. City staff is inputting the data into our maps and locating the few manholes that were not found.

Operations Department (Parks, Cemetery, Fleet Management)

Parks Master Plan Design Phase. The City's consultant has prepared final draft plans for Woodland Park, Boy Scout Park, KidSpace Park and the downtown area. Two parks (Dean Weigant, and Optimist) have been added to the Design Phase through funding allocated for the new fiscal year. The next public meeting will be held at the Expo Center on November 2, 2017, at 6:00 p.m. for input on the Park Design Phase of the Parks Master Plan.

Engineering and Streets

Rehab Concrete Streets Project. The project was awarded to MTZ Construction in the amount of \$480,250, and they continue working in the Northridge Area. The project is a maintenance type project with the removal and replacement of badly broken and cracked concrete paving panels at various locations throughout the City.

Kickapoo Street from Farrall to Spur. Supplemental engineering contract was approved by ODOT with Poe & Associates to complete the design and right of way plans for the project. The supplemental contract was approved at the ODOT July 10, 2017 Transportation Commission Meeting. Poe has initiated work on finalizing design plans and preparing all the right-of-way documents and easement necessary for the project. Anticipate being able to begin right-of-way acquisition March of 2018. Right-of-way acquisition and utility relocations projected to begin March 2018 and be completed by December 2018, which would allow ODOT to let the project for construction bids early-2019.

Avedis/City Sidewalk Project. MTZ construction was awarded the contract in the amount of \$503,555.00. MTZ has completed sidewalks on Main Street from Pesotum to Harrison, on Wallace Street from Kickapoo to Broadway, on Center Street from Wayne to Independence, and on Independence Street from Center to Sequoyah. MTZ will be moving back over on Main Street and will begin installing sidewalk on the south side from Pesotum to Bryan Street.

City Manager Report

September 2017



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 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.

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 (Harbor Freight). The developer of the Domino Plaza project at Harrison and 45th Street has completed much of the earthwork and installation of public infrastructure and has final platted the first phase, with construction of the first structure now started. 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 completion of the Main Street Streetscape Project.

AARP Grant. The City was the only community in the State of Oklahoma to receive a AARP Community Challenge Grant to create positive local change and improve the quality of life. The City will use the \$9,936 grant to install a traffic circle located at the intersection of West Burns Street and North Chapman Avenue to create traffic calming measures and improve safety for pedestrians, bikers, and vehicular traffic alike. For more information, please see: <http://states.aarp.org/city-shawnee-awarded-aarp-community-challenge-grant/>

Fire Department

Station 2 Rehab/Renovation. The contractors have been given approval to move forward with the needed structural repairs. All materials have been ordered and they hope to have them on-site in early October. The footing for the addition on the east side of the building has been poured.

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.

City Manager Report

September 2017



Police Department

Administration. Chris Thomas has applied for National Demonstrative Initiative grant which will be awarded to 4 midsize agencies in the amount of \$225,000. This is a 3 year grant and will be used to help strengthen law enforcement response to domestic and sexual violence crimes.

Patrol. Continuing to go through hiring process for new officer. Additional patrol for west side neighborhood area. Two officers will be attending motorcycle training sponsored by OK Highway Safety Office in October.

CID. Detectives were assigned 60 cases in September, cleared 51, filed 16 with DA, called out 5 times and recovered property valued at \$3040.00. Worked total of 21 Forensic cases for PD and other agencies, also had one homicide investigation that resulted in 2 arrests and currently working on tip on one of our open missing person cases.

Animal Control. AC Officers participated in four “yappy hours in the park” events last month. Several positive contacts were made and a few volunteer applications were completed.

Dispatch. Three dispatchers have been hired and have started their 1st phase of 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.

City Manager Report

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Shawnee Firefighters that participated in the 9/11 Memorial Stair Climb at the Chase Center in Oklahoma City today. Those who participated on behalf of the SFD include: Lieutenant Jake Anthony, Captain Joe Henry, Captain Denis Taron, Lieutenant Tony Pack, Lieutenant Derrick Rollins, Lieutenant Brett Laxson and Captain Travis Cooley. These SFD members were among 343 Firefighters who climbed 110 floors today to honor the 343 Firefighters who were killed on September 11, 2001 at the World Trade Center.